

Village of La Grange

VILLAGE OF LA GRANGE
SPECIAL MEETING OF THE
VILLAGE BOARD OF TRUSTEES

Village Hall Auditorium
53 South La Grange Road
La Grange, IL 60525

Monday, April 19, 2010
7:30 p.m.



AGENDA

1. CALL TO ORDER AND ROLL CALL
2. STRATEGIC PLANNING WORKSHOP
 - A. Overview
Liz Asperger, Village President
 - B. Presentation of Proposed Operations Plan (to implement strategic priorities established by the Village Board – January 2010)
*Gregory Kuhn, PhD., Session Facilitator,
NIU-Center for Governmental Studies*

*Village Manager
All Department Heads*
 - C. Discussion
Village Board and Village Staff
 - D. Village Board Consensus and Direction to Village Staff
Liz Asperger, Village President
3. ADJOURNMENT

Individuals with disabilities and who require certain accommodations to participate at this meeting are requested to contact the ADA Coordinator at (708) 579-2315 to allow the Village to make reasonable accommodations.

VILLAGE OF LA GRANGE
Administrative Offices

EXECUTIVE COMMITTEE REPORT

TO: Village President, Village Clerk,
Board of Trustees, and Village Attorney

FROM: Robert J. Pilipiszyn, Village Manager *RJP/eb*

DATE: April 19, 2010

RE: **STRATEGIC PLANNING WORKSHOP —
PRESENTATION OF OPERATIONS PLAN**

OVERVIEW

In January 2010, the Village conducted a two-day strategic planning session. The Village Board engaged in visioning, goal setting, and prioritization of goals. The discussion was facilitated by Gregory Kuhn, Assistant Director and Senior Research Associate at Northern Illinois University's Center for Governmental Studies in De Kalb, Illinois.

A preliminary matrix of goals prioritized between short-term routine, short-term complex, long-term routine, and long-term complex was created. Major areas of emphasis for the Village going forward include economic development, financial planning and management, technology, public safety and capital projects.

At the conclusion of the two-day session, Village staff was tasked with developing an operations plan to implement the Village Board's priorities. Department Heads and I conducted several extension discussions to operationalize the 60 or so strategic priorities identified by the Village Board. That process has been completed and is now ready for discussion.

OPERATIONS PLAN

Organization

Attached for your review is the proposed operations plan. It represents our best effort to transform concepts and goals into an organized and planful framework consisting of: (1) programming and/or action steps; (2) division of labor; (3) recognition of potential stakeholders,

(4) identification of financial resources needed or available; and (5) reasonable timeframes in which to check status, assess progress and work towards project completion.

Proposed Adjustments

As we developed the plan, we encountered the need to make some organizational modifications that we want to bring to your attention at this time.

First, to better manage staff resources towards implementing the Village Board's goals, we added a column entitled "Priority Level" and assigned a numerical value between 1 — 3 to each goal. The purpose for this designation is our attempt to divide the workload into thirds of varying degree. There was no precise method as to how we arrived at our cut-off points. We used what appeared to be reasonable gaps between the rank order average score for each priority. The first tier generally encompasses the first five strategic priorities within each of the four categories of the matrix, with the notable exception of short-term complex, which was heavily weighted towards the first three goals as scored by the Village Board.

Second, we propose a consolidation of four priorities:

- LTR-6 Tree replacement/reforestation (repeated in STR-11)
- LTR-9 Increased police services (clarity, consensus and expanded definition on this issue began to develop under LTR-5)
- LTR-11 Village - green practices (repeated in STR-17)
- LTR-8 Undertake Village Hall space efficiency/utilization study (repeated in STC-4)

Third, we propose a slight re-ordering among STC-3 and STC-5, to recognize that one goal is more actionable than the other.

Discussion

The purpose of this workshop is to not only unveil an operations plan for the Village, but to also reinforce the value in continuing a discussion among the Village's Executive Team (Village Board, Village Management and Department Heads). More specifically, it is to more fully appreciate the inter-relationship between policy development and operations.

What we hope to accomplish Monday night is clarification as may be necessary and concurrence from the Village Board that staff is going about and in the right direction towards implementing the Village Board's strategic goals. Towards that end, we suggest that particular attention is given to the project action, other participant and funding source columns. The timeframes proposed by staff is an assessment of our ability to reasonably research, analyze and recommend a course of action to the Village Board, across and within the matrix of priorities.

We have retained the services of Mr. Kuhn to facilitate the discussion and to offer clarification of the Village Board's strategic priorities as may be required.

In my opinion, I believe that the proposed operations plan is on target with Village Board expectations. We have already conducted very successful workshop discussions on the Village Board's first two short-term routine strategic priorities — economic development and revisiting the Village's guiding financial policies. The workshops were timely and responsive. Village Board discussion and direction on financial policies at the budget workshop was particularly exceptional.

Operating Goals

As we proceed, we want you to be aware of the following operating goals we have identified in the administration of the plan:

1. We are working with Mr. Kuhn on a “best practices” mechanism to update the plan as milestones are achieved.
2. We are working with Mr. Kuhn on a “best practices” mechanism to record activities over time to document progress.
3. To maintain a sense of momentum, we are attempting to schedule one workshop discussion every month.
4. We are in the process of developing a master schedule to better organize and plan staff resources. (We note that much of the plan ties back to the budget process).
5. We believe that a regular review/update of the overall plan is appropriate. Our thought process is three times per year; January — May — September.

We look forward to a discussion of our first-ever operations plan.

c: Department Heads

**La Grange
Policy Program
Strategic Goal Action Sheet**

SHORT-TERM ROUTINE

No.	Project or Action	Priority Level	Primary/Lead Dept	2 ndry/Coop. Dept.(s)	Action by the Village	Offier Participants or Outside Expertise	Potential Funding Sources(s)	Actions/Duration Schedule	Initiation Date	Key Status Date #1	Key Status Date #2
1	Define role, resources and priorities for economic development	1	Village Manager Com. Dev.	Finance	Conduct workshop re: economic development policy discussion	LGBA business owners property owners	750K TIF surplus Community Development - economic development line item budget N/A	Feb. 22, 2010	Immediately	2/12/10 Staff mtg.	3/13/10 Budget workshop
2	Revisit guiding financial policies and guidelines	1	Finance	Village Manager	conduct policy review at budget workshop on 3/13/10		N/A	1-3 months	In progress	3/13/2010 budget workshop	4/12/10 budget adoption
3	Create West End Business District Development Strategy	1	Com. Dev.	Village Manager	Conduct workshop 1. Advise VBOT re: Comp. Plan 2. Obtain clarification & direction from VB	CEDC W. End Business and property owners residents	750K TIF surplus	4-6 months	5/1/10	2/22/10	May/June 2010 workshop
4	Complete residential zoning code update	1	Com. Dev	Village Manager Village Attorney	Adoption of amendments, if any	p.h. Plan Com. ZBA, as needed DRC	N/A	Jan. 2012 (2 years)	In progress	April 2010	May 2010
5	YMCA property a) demolition & restoration b) redevelopment c) temp use	1	a) Com. Dev. b) VP/MM c) Com. Dev.	a) Dept. Heads b) Com. Dev./Village Atty. c) Village Atty.	a) Demolition b) Status of re-development plan c) meeting with/letter from YMCA re: proposal	a) None b) Village Board c) Village Board	N/A	a) 4 months b) on-going c) TBD	Feb. 2010	3/1/10	4/1/10

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6	Pension Funds - update all assumptions	2	Finance	VM	<ol style="list-style-type: none"> 1. Distribute Sharpe's actuarial dist. to the Village Board of Trustees 2. Determine if Village's budget can accommodate \$75,000 expenditure to adjust/compress probable range of retirement, advise Village Board of Trustees accordingly. 	T. Sharpe None	N/A General Fund revenue and reserves	1 month 3 months	Done In progress	Done 2/15/10	Done 3/13/10 budget workshop
7	Improve building permit processes and practices	2	Com. Dev.	VM	<ol style="list-style-type: none"> 1. Internal review and adjust processes and practices 2. External review with Village Engineer 3. Advise Village Board of Trustees of outcome 		N/A	2 months	In progress	3/5/10	3/13/2010 budget workshop

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8	Stone Avenue train station Renovation a) refine and complete Phase I	2	AVM	VM DPW Vig Eng Finance	<ol style="list-style-type: none"> 1. Discuss with Village Board of Trustees at CIP workshop 2. Provide update and direction to Legat 3. Conduct workshop - Return to Village Board of Trustees with revised scope and cost estimate, including extent to accomplish Phase II within \$1 million/\$1.4 million budget 4. Coordinate with METRA platform reconstruction/eng. critical path 	Legat Legat	CIP budget CIP budget	≤ 1 month ≤ 1 month 3 months	Done 02/8/10 02/8/10	Done 3/8/10 3/8/10	Done 4/8/10 May 2010 workshop
9	Repair water & sewer system leaks and blockages	2	DPW	Finance VM	<ol style="list-style-type: none"> 1. Continue with sewer televising program 2. Continue with water leak survey 3. Identify water main to be replaced - preliminary basis on water main break repair history 4. Investigate technology to detect leaking water main joints 5. Update Village Board of Trustees on sewer televising program results and water accountability 	Metra	N/A CIP budget CIP budget N/A CIP Budget N/A	on-going on-going ≤ 1 year ≤ 1 year	in-progress in-progress 5/1/10 5/1/10	in-progress in-progress 9/1/10 9/1/10	in-progress in-progress 12/1/10 CIP budget submittal 12/1/10 CIP budget submittal Jan. 2011 CIP workshop

No.	Project or Action	Priority Level	Primary/Lead Dept	2 ndry/Coop. Dept.(s)	Action by the Village	Offer Participants or Outside Expertise	Potential Funding Source(s)	Action/Duration Schedule	Initiation Date	Key Status Date #1	Key Status Date #2
10	Consistent residential code & commercial code enforcement	2	Com. Dev.		<ol style="list-style-type: none"> 1. Internal review and adjustment 2. External review with Village Engineer 3. Advise Village Board of Trustees of outcome 4. DPW - recommend construction standards for: <ul style="list-style-type: none"> - size of taps - backyard drainage 		N/A	2 months	in progress	03/05/10	3/13/10 budget workshop

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11	Urban forest a) proactive plan b) proactive plan against threats	3	DPW	Finance	a) Reforestation b) EAB	• Village Forester • EQCC? • Village Forester • EQCC	CIP budget CIP budget	≤ 1 year ≥ 10 years	5/1/10 In progress	9/1/10 Jan 2011 CIP workshop	12/1/10 CIP budget submittal Jan 2012 CIP workshop
12	Guiding policy on transparency/FOIA	3	VM	Village Atty.	Obtain clarification		N/A	5-7 years	5/1/10	5/1/11	5/1/12
13	Evaluation of water system pump station	3	DPW	Finance	1. Site size chunks vs. comprehensive approach 2. subjective vs. objective concerns 3. right people in the right place/Employees	Baxter & Woodman	Water fund	5-7 years	5/1/10	12/1/10 CIP budget submittal	12/1/11 CIP budget submittal
14	Preservation of institutional knowledge	3	All department heads		1. Training 2. Mentoring 3. Succession planning		N/A	on-going			
15	Department head goal attainment and constraints	3	VM		Updates to Village Board as appropriate		N/A	on-going			
16	Village Management a) Professional development b) time for/with department heads c) organizational development	3	VM	Department heads	a) Attend more sessions and conferences b) Time with/for department heads c) MBWA - supervisory staff meetings		current budget	on-going			

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17	Undertake review of "Green" practices and technology	3	Village Manager & Department heads		1. Review and consider as opportunities as they present themselves; where practical 2. Refer back to technology priority			on-going	in progress		
18	Complete tech plan for 911 center	2	Police Chief		1. Phase II/digital mapping of cellular 911 calls 2. Update to Police & Fire dispatching software to capture/directly receive cell calls (position #3) 3. Enhancement to dispatch and records mgmt. software (VALOR) 4. Implement 5-yr. proposed budget 5. Implement NG911	State rules for NG911	ETSB - \$100,000 federal appropriation	on-going	in progress		
19	Community Center	3	VM		1. obtain clarification 2. Options: * Maintain * Enhance * Dissolve	East side neighborhood - PDLG	Village budget - identified but unbudgeted (\$10,000-\$25,000 est. for remodeling)				
20	Fire Prevention Bureau a. continue with positive direction b. update Fire codes	2	Fire Chief	Com. Dev.	7			on-going - 2 years	March 2010	March 2011	March 2012
21	(more restrictive) set of rules governing ethics & conduct	3	Village Attorney	VM	1. Village attorney to advise Village Board of Trustees regarding existing state and local statutes governing such matters; seek direction from there						

SHORT-TERM COMPLEX

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1	Create and adopt a technology plan for whole organization	1	Village Manager	All departments	<p>1. Conduct inventory of current technology by dept. (how do we use IT?)</p> <p>2. Training to department heads regarding opportunities</p> <p>3. Identify technology needs going forward (Where can we add IT?)</p> <p>4. Assess limitations of technology</p> <p>5. Evaluate operational impacts of technology - (staff, time, costs). Also, where do we cross threshold from contractual to in-house IT staff?</p> <p>6. Village website</p> <p>7. Conduct workshop with VBOT re: all of the above</p> <p>8. DH/Staff training and information gathering opportunities</p>		Current budget	5 months	5/1/10	5/1/10	July 2010 workshop
2	Support and resource pedestrian public safety	1	Village Manager	All departments	<p>conduct workshop with Village Board to discuss/advise status of program implementation and strategies</p>	KLOA	Current budget	≤ 1 year	in progress	6/1/10	8/1/10

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2a	47th Street <ul style="list-style-type: none"> 9th ped crossing - evaluate Waldia ped crossing investigate reducing profile of 47th St. jurisdictional transfer - 47th St. & East Ave. - traffic signal feasibility study 										
2b	<u>MICROPROGRAMMING</u> <ul style="list-style-type: none"> Ogden Ave. corridor - speed study Ogden Ave. corridor - pedestrian improvements La Grange Rd., south of 47th St. - speed study La Grange Rd. & 52nd St. - pedestrian crossing CREATE Maple Ave. pedestrian underpass complete pedestrian crossing signal upgrade - relocate push-button activation onto bollards "Safe Walking Routes to Schools" program - schools have confirmed establishment of existing walking routes conduct field survey to determine consistent: (a) regulatory signage, (b) traffic control signage, (c) pavement markings - near schools and parks public education La Grange Rd./CEB - 2 mid-block pedestrian crossings pedestrian bridge over Ogden Ave. (YMCA & Gordon Park redevelopment) traffic enforcement truck enforcement pedestrian crossing enforcement police rd. advocacy education (e.g. - new state law re: cell phone usage) 										
3	Conduct focused analysis of parking demands in the Village <u>micro-programming</u> <ul style="list-style-type: none"> CEDC recommendation/reallocation of parking in West End Walker - parking study/West End Walker - CSD employees/best practices (compliance & incentives) investigate parking technology - improve administration, enforcement and collection valet service 	1	Village Manager	all departments	Report to Village Board of Trustees	<ul style="list-style-type: none"> Walker LGBA CEDC 	current budget	\$ 1 year	In progress	5/1/10	6/1/2010 (coordinate w/ West End Business District Strategy workshop)

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4	Village Hall space use and needs analysis	2	Com. Dev. Finance VM	DPW	a. status of study b. next steps c. affordability d. energy audit e. coordinate with HVAC as critical path	Chicago Design Network	current budget	FY 2009-10 - carpeting - walls - furniture FY 2010-11 and beyond - HVAC analysis (\$20,000) - Cook County grant - review budget as to next design phase	in progress	5/2/10	Jan. 2011 CIP workshop
5	Joint dispatch	2	Police Chief		1. Chief to develop vision, identify motivated partners, and cultivate partnerships			on-going	in progress		

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6	Fire Dept. station improvements a. E. wall b. apparatus floor c. other issues	Z	a) Fire Chief b) Fire Chief & DPW c) Fire Chief		a). Repair b) Stabilize and action plan c). Prepare multi-year building maintenance plan		state & federal grants state & federal grants state & federal grants	FY2010-11 - Repair \$7,000 vs. rebuild \$220,000. FY2010-11 engineering study - further analysis of center bay \$40,000	in progress	5/1/10	Jan 2011 CIP workshop
7	HVAC a. Village Hall b. Police and Fire c. Department of Public Works	2/3	a) VM, CD, Finance b) Police Chief & Fire Chief c) DPW		a. (see above) b. Mechanical engineer - upgrade Fire Department component to improve environmental balance Police Chief's office, outside wall office, insulation issue. c. preliminary design			FY2009-10 - \$150,000 - Village hall space needs FY2010-11 - \$50,000 - Dept. of Public Works - office space & some HVAC FY2009-10 - \$20,000 - HVAC analysis	5/1/10	9/1/10	Jan. 2011 CIP workshop

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LONG-TERM ROUTINE

No.	Priority Level	Primary/Lead Dept	2 ndry/Coop. Dept.(s)	Action by the Village	Other Participants or Outside Expertise	Potential Funding Source(s)	Action/Duration Schedule	Initiation Date	Key Status Date #1	Key Status Date #2
1	1	Com. Dev	Finance	<ol style="list-style-type: none"> Keep in touch with owners and land use approvals Clarification from Village Board of Trustees in context of ED workshop 	<ul style="list-style-type: none"> Property owners Plan Commission 	N/A	on-going	in progress	2/22/10	
2	1	Finance	VM	<ol style="list-style-type: none"> Conduct "mini-workshop" with VBOT by reviewing financial policies at budget workshop in March 2010 VB consensus from 3/13/10 workshop - during FY 2010-11, work towards: <ol style="list-style-type: none"> funding annual required contribution for P&F pension funds (schedule pension workshop in Sept/Oct 2010; in advance of preliminary property tax levy getting GF balance back up to policy range minimum of 50% consider use of TIF surplus funds for these purposes consider implementing addl. expenditure controls to get reserves back up to policy range min. of 50% 		N/A	≤ 3 months	in progress	3/13/10	Done
3a	1	Finance	DPW	conduct capital projects workshop with the Village Board	Engineers	current budget	≤ 4 months		2/1/2010 CIP workshop	3/13/2010 budget workshop
3b	1	DPW	Finance	<ol style="list-style-type: none"> Neighborhood street survey - status MARS/OARS 		current budget	on-going	in progress		Jan. 2011 CIP budget workshop
4	1	Com. Dev.	VM	<ul style="list-style-type: none"> P.U.D. All other districts Housekeeping 	<ul style="list-style-type: none"> Village Attorney Plan Commission Village Board of Trustees 	Current budget	January 2012	April 2010		

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No.	Project or Action	Priority Level	Primary/Lead Dept	2 ndry/Coop. Dept.(s)	Action by the Village	Offer Participants or Outside Expertise	Potential Funding Source(s)	Action/Duration Schedule	Initiation Date	Key Status Date #1	Key Status Date #2
5	Undertake long-term staff level analysis	2	Fire Dept. Police Dept. Comm. Dev. Dept. Public Works	Gov - Finance AP - Management AP - Labor	1. Develop long-term operating vision for departments		Current budget	5.1 year	Underway	10/1/10 (performance goal)	1/1/11 (personnel discussion as part of budget process)
6	Tree replacement/reforestation program - residential - commercial business district	2	[Consolidate with short-term routine - tier 3]								
7	Undertake "global" approach of entire railroad corridor	2	Com. Dev.	Finance VM	1. Economic development workshop 2. Use Comprehensive Plan as yardstick to measure private development proposals and related public policy (economic development, etc.)		Current budget Current budget	on-going on-going	underway	2/22/10	

No.	Project or Action	Priority Level	Primary/Lead Dept.	2 ndry/Coop. Dept(s)	Action by the Village	Other Participants or Outside Expertise	Potential Funding Source(s)	Action/Duration Schedule	Initiation Date	Key Status Date #1	Key Status Date #2
8	Continue to design and integrate pedestrian/bicycle amenities	3	DPW Com. Dev.	AVM	<p>1. Maple Avenue underpass</p> <p>2. Ogden Avenue pedestrian bridge</p> <p>3. Coordinize Master Plan for Gordon Park</p> <p>4. 47th Corridor</p> <p>5. Future road projects (public)</p> <p>6. Future development projects (private)</p> <p>7. Pedestrian underpass - other railroad corridors</p>	<ul style="list-style-type: none"> • IHB • PDLG • Various utilities • Village Board • ICC • Residents and businesses • IDOT • BNSF • PDLG • YMCA developer • PDLG • IDOT • Residents and businesses • KLOA study • Residents • p.h. • VB • BNSF • ICC • Various utilities • Lyons Twp. high school • Residents & businesses 	<ul style="list-style-type: none"> • Grants • Village Bluffs public improvement contribution • YMCA developer • State capital bill • Grants • PDLG • State budget • TBD • CMAQ • Developer • CMAQ • Grants 	<ul style="list-style-type: none"> 5 years 5-5 years 5 years 5 years 5 years ongoing TBD 	<ul style="list-style-type: none"> Underway - Village preliminary engineering Underway - preliminary design & cost estimate Underway Underway Underway Underway TBD 	<ul style="list-style-type: none"> 2/1/11 CIP workshop 2/1/11 CIP workshop 2/1/11 CIP workshop 2/1/11 CIP workshop Resurfacing project begins (5-10) KLOA study TBD 	<ul style="list-style-type: none"> 2/1/11 CIP workshop 2/1/11 CIP workshop 2/1/11 CIP workshop 2/1/11 CIP workshop 2/1/11 CIP workshop 2/1/11 CIP workshop TBD

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LONG-TERM ROUTINE

No.	Project or Action	Priority Level	Primary/Lead Dept {consolidate with long-term routine-#5}	2 ndry/Coop. Dept.(s)	Action by the Village	Other Participants or Outside Expertise	Potential Funding Source(s)	Action/Duration Schedule	Initiation Date	Key Status Date #1	Key Status Date #2
9	Increased police services	3									
10	Undertake East side industrial/railroad corridor beautification	3	Village Manager Comm. Dev. DPW		<ol style="list-style-type: none"> 1. Develop preliminary plan <ol style="list-style-type: none"> a) property maint. discussion b) ownership 2. CREATE 	<ul style="list-style-type: none"> • IHB • Private property owners • industrial design appearance stds. • IHB 	<ul style="list-style-type: none"> • Private • Grants • Federal transportation funds 	5-5 years 5-10 years	1/1/12 CIP Underway	TBD TBD	TBD
11	Village - Green practices	3									
12	Develop plans to finish unimproved space at Police Dept.	3	Police Chief	Finance VM	Create usable space to meet long-term vision	<ul style="list-style-type: none"> • Village Board • Departmental employees • Other agencies? 	<ul style="list-style-type: none"> • Grants • Current budget 	5-2 years	Underway	1/1/11 CIP	1/1/12 CIP

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LONG-TERM COMPLEX

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1	Capitalize on technology as a tool for efficiency, effectiveness and document mgmt.	1			1. Plan for assessment for long-term technology plan 2. Design and implement schedule - IT consultant		Current budget	≤ 3 years	5/1/10	5/1/11	5/1/12
2	Implement 47th Street Corridor Plan	1	DPW	All departments	1. Clarify vision (IT/Create/Reconfiguration/47th and East intersection) 2. Assess and measure impact 3. Identify funding sources	<ul style="list-style-type: none"> • KLOA • IDOT • Engineering firm • Western Springs • State legislators • Cook County • IHB railroad • Residents 	Current budget and State of Illinois	≤ 3 years* (subject to who funds the improvements)	5/1/2010	Fall 2010	5/1/12
3 and 4	West End infrastructure	1			1. Stone Avenue Station renovation 2. Parking improvements (to support reddev.) - Overhead street lighting - Assess W & S - Condition - Upsize - Bury overhead utilities - Burlington Avenue resurfacing - Lot 13 resurfacing 2012-13 (6935,000) - Replace RR pedestrian crossing with wider sidewalk 4. Traffic capacity/intersection Burlington & Belmont 5. Partnership with LTHS 6. Bicycle access and parking 7. Yardstick against comprehensive plan	<ul style="list-style-type: none"> • Legal/HDG • KLOA • WSMTD • METRA • BNSF • Property owners • LTHS • Engineering firm • CEDC • Commuters • Com Ed • Vig residents • business owners 		≤ 5 years	in progress	12/1/10	12/1/11
5	MARS & OARS	1	DPW Village Engineer	Finance	1. Feasibility study 2. Detailed engineering	<ul style="list-style-type: none"> • Village Engineer • IDOT • YMCA developer • MWRD 	<ul style="list-style-type: none"> • Current budget • Debt service/bonds • Loans - stimulus • Grants • Fee increase 	2011-12	in progress	5/1/10	Fall 2010

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6	Functional consolidation of core services	2	Police Fire	Finance VM	1. Dispatch 2. Fire	TBD	Current budget	on-going	Underway	Annual review of operating plan	
7	Senior Services	3	Police (Elder Services) Fire	Village Manager	<ul style="list-style-type: none"> • Repeat info fair • Info resource • Village as landlord 	<ul style="list-style-type: none"> • Senior Center • Aging well 	Current budget	on-going	Underway	Annual review of operating plan	
8	Fire Dept. facility repairs	3	Fire DPW	Finance VM	<ul style="list-style-type: none"> • Apparatus floor • East wall 	Structural Engineer	Current budget	On-going	Underway	5/1/10	11/1/10
9	Long Term Plan to bury utilities in the Village	3	DPW Com. Dev.	Finance VM DPW	<ol style="list-style-type: none"> 1. Hillgrove, Brainard to Gilbert 2. Future redevelopment projects 	<ul style="list-style-type: none"> • Com Ed 	Current budget Grants TBD	On-going TBD	Underway TBD	1/1/11 CIP TBD	1/1/12 CIP TBD