

**VILLAGE OF LAKE BLUFF
2016 STRATEGIC PLAN - OPERATIONS SHEET**

Vision: High-quality, cost-effective municipal services meet community needs and position the Village for future success.

Goal 1: Ensure a sound and stable fiscal condition that matches resources with community needs.

- Strategies:
- i Educate community about municipal services, legal obligations and revenue sources.
 - ii Identify, implement and monitor the optimal balance between community needs/levels of service and available resources.

No.	Project or Action	Str.	Priority Level	Primary/Lead Dept.	2ndry/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	FY2012-13 Budget	ii	Short Term Routine	Finance	All Depts.	VB adopted balanced FY12-13 Budget with no service level changes or increases in taxes.	Village Board Finance Comm	NA			Budget approved 3/26/12	
2	FY2013-14 Budget	ii	Short Term Routine	Finance	All Depts.	Ongoing review and preparation of budget.	Village Board Finance Comm	NA	Ongoing	11/01/12	Tentative budget goes public - 3/1/13	Final Approval - 3/25/13
3	GFOA Budget Award	ii	Short Term Routine	Finance	All Depts.	Complete budget worthy of GFOA Distinguished Budget Preparation Award.	Village Board Finance Comm	NA		08/01/12	Award received - 12/6/12	

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Goal 3: Maintain sound infrastructure, facilities and other capital assets.

- Strategies: i Annually review and adhere to the Capital Improvement Plan.
ii Consult the Strategic and Comprehensive Plans to guide planning and capital investments.

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1	Capital Improvement Plan (FY12-13)	i ii	Short Term Routine	Comm Dev Pub Works Police	Finance	Village Board approved \$3.6 million Capital Improvement Plan for:			Approved 3/26/12			
						a) IL Rt. 43/North Shore Dr. Signal Installation Project	Design and Construction Observation Services	\$500,000 - General Fund \$1,000,000 - State Grant			Completed	
						b) Ravine Erosion Control Project	Design and Construction Observation Services	\$20,000 - General Fund \$790,000 - Federal Grant	6 Month Construction Duration	Bid Opening - February, 2013	Contract Award - February, 2013	Completion - July, 2013
						c) Street Resurfacing Program	Design and Construction Observation Services	\$325,000 - General Fund \$150,000 - MFT Revenue			Completed	
						d) West Train Lot Resurfacing	Design and Construction Observation Services	\$100,000 - Redevelopment Fund/2006 G.O. Bonds			Completed	
						e) Briar Lane Storm Sewer Project	Design and Construction Observation Services	\$25,000 - General Fund			Completed	
						f) Lincoln Avenue Storm Sewer Project	Design and Construction Observation Services	\$105,000 - General Fund	Design Underway	Bid Opening - March, 2013	Contract Award - March, 2013	Completion - May, 2013
						g) Pedestrian/Bike Path Connector (PSB to Sheridan Rd)	Design and Construction Observation Services	\$20,000 - General Fund \$68,000 - State Grant - ITEP	Design Underway		Under Review	
						h) Miscellaneous Storm Sewer Improvements	NA	General Fund			Completed	
						i) Miscellaneous Water Valve Replacement Project	NA	Water Fund	Project Advertised	Bid Opening - 6/20/12	Project Awarded - November, 2012	Completion - April, 2013
						j) Moffett Road Storm Outfall Replacement Project	NA	\$30,000 - General Fund	Project Advertised	Bid Opening - 6/20/12	Project Awarded - November, 2012	Completion - April, 2013
						k) W. Blodgett/Mawman Pump Station Equipment Replacement	Design Services	General Fund			Completed	
						l) Tangley Oaks Pump Station Generator Replacement	NA	\$55,000 - General Fund	Bid Advertise - March, 2013	Bid Award - March, 2013	Completion - March, 2013	
						m) Miscellaneous Sidewalk Replacement Project	None	\$10,000 - General Fund			Postponed and rebid planned following FY13-14 Budget approval.	
						n) U.S. Route 41/176 Phase I Planning Project	Phase I - Planning Services	\$150,000 - State Grant \$1,394,000 - Federal Grant			Ongoing	
						o) Moffett Road Box Culvert Reconstruction	Design and Construction	\$140,000 - Redevelopment Fund/2006 G.O. Bonds	Design Underway		Proposed Project for FY2013-14	
						p) New Chipper & Squads	NA	\$90,600 - General Fund			Completed	

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Vision: Engagement and volunteerism are the essence of our community culture.

Goal 2: Create a new and viable volunteer model that accommodates contemporary life.

- Strategies:
- i Create a task force comprised of diverse stakeholders and all Village partners in model development.
 - ii Inform the community on the essential role volunteers fill.

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1	Coordinate Volunteer Efforts with Lake County Cares	ii	Long Term Routine	Admin		Coordinate volunteer opportunities involving Lake Bluff non-profit organizations, Village advisory boards and other governmental agencies with residents looking to volunteer.	Lake County Cares Community Non-Profits Village Advisory Boards Other Governmental Agencies	\$3,000 - General Fund	Present program to community groups & community stakeholders	June, 2012	Present program - first quarter of 2013	

**VILLAGE OF LAKE BLUFF
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Vision: Our business climate sustains a robust and stable local economy.

Goal 2: Foster a business friendly environment.

- Strategies:
- i Streamline the business development process.
 - ii Strengthen our Central Business District.
 - iii Maintain relationships with the auto park community.

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1	PCZBA Consolidation	i		Admin	Comm Dev	Conducted orientation session on 5/16/12.	Village Attorney	NA			Completed	
2	2012 Twilight Criterium Bike Race & Block Party (6/1/12)	ii		Admin	All Depts	Planned first ever Criterium Bike Race and Block Party.	Cycling Event/Block Party Coordinators	NA			Completed	
3	2012 Farmers' Market Event	ii		Admin	Public Works Police	Supported Farmers' Market Comm. in planning and organizing annual farmers' market event.	Farmers' Market Comm. Market Manager	General Fund NWL Hospital Sponsorship Vendor App Fees			Completed	
4	Waukegan Rd Corridor Study Implementation	i	Long Term Routine	Admin	Comm Dev	a) Review Design Guidelines with ABR.	ABR Village Attorney Consultant	General Fund			Completed	
						b) Review Bulk Metrics & Zoning Use Table PCZBA Sub Comm.	PCZBA Sub Comm. Village Attorney Consultant	General Fund	Ongoing	First Sub Comm Mtg. - 9/6/2012	Report out on L-2 Regs progress - 12/19/2012	TBD
						c) Public Hearing with PCZBA.	PCZBA Sub Comm. PCZBA Village Attorney	General Fund	Ongoing	TBD	TBD	TBD
5	Sweet Perk Smart Phone App	ii		Admin		Rolled out business marketing smart phone application for local businesses.	City of Lake Forest Chamber of Commerce	General Fund			Completed	
6	2013 Farmers' Market Event (20th Anniversary)	ii		Admin	Public Works Police	Support Farmers' Market Comm. in planning and organizing 20th annual farmers' market event.	Farmers' Market Comm. Market Manager	General Fund Vendor App Fees Sponsorship Opportunities	Ongoing event planning	November, 2012	VB receives annual report - April 2013	Farmers' Market begins - 6/14/13
7	2013 Twilight Criterium Bike Race & Block Party (7/20/13)	ii		Admin	All Depts	Plan & organize 2nd annual bike race and block party event.	Cycling Event/Block Party Coordinators	NA	Ongoing event planning	August, 2012	Event date - 7/20/13	
8	CBD Block Party/Music Fest	ii		Admin	All Depts	Facilitation and coordination of block party.	CBD Merchants	General Fund			Ongoing event planning	

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Vision: Housing stock diversity and strong property values serve residents at all stages of life.

Goal 1: Assess the balance of housing types that will meet the needs and desires of our community.

- Strategies:
- i Review all existing plans and regulations for compatibility with identified needs and retention of community character.
 - ii Develop a senior housing plan to address current and future senior housing needs.
 - iii Review the Affordable Housing Plan to ascertain its compatibility with community needs.

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1	Review of Village Affordable Housing Plan	i iii		Admin	Comm Dev	Possibly review existing 2005 Affordable Housing Plan for compatibility with community needs.	PCZBA	TBD	TBD			
2	Develop Senior Housing Plan	ii		Admin	Comm Dev	Develop a senior housing plan to address current and future senior housing needs.	Senior Resource Comm PCZBA	TBD	TBD			

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Vision: High-quality, cost-effective municipal services meet community needs and position the Village for future success.

Goal 2: Explore cost saving alternatives.

- Strategies:
- i Collaborate with other munis, taxing bodies & private sector partners to identify & advance shared services opportunities.
 - ii Continue to identify & implement reductions in operating exp.
 - iii Use insight of employees to innovate and contain costs.
 - iv Seek and utilize cost effective service delivery alternatives.
 - v Expand use of purchasing consortia for various products and services.

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1	T-1 Digital Data Line for Electronic Fingerprint System	i ii iii		Finance	Police	Establishes intergovernmental agreement with Vernon Hills (Riverwoods and Lincolnshire) for a T-1 digital data line to support an electronic fingerprint system.	Vernon Hills	General Fund Grant			Completed	
2	Electrical Aggregation Program	i ii v		Admin		Partnered with 7 other communities to form North Shore Electrical Aggregation Consortium to realize a greater cost savings on electricity supply rates for residents & businesses.	Consortium (Deerfield, Glencoe, Highland Park, Lake Forest, Northbrook, Park Ridge, Skokie) Consultant MC2 (Electricity Supplier)	General Fund	Ongoing - 36 month contract	November, 2011	Program Adopted - 3/26/12	Electricity Supply Price renewal - May, 2013
3	E-911 Dispatch Shared Services	i ii v		Admin	Police Fire	Partnered with 2 other communities to issue RFQ in attempt to realize savings through possible consolidation of dispatch services.	Lake Forest Highland Park Consultant	General Fund	Ongoing	RFQ issued - 6/7/12	Kick-off Mtg - October, 2012	Phase I Final Report - 1st Qrt of 2013
4	Roadway Resurfacing & Patching Projects	i ii v		Comm Dev	Admin	Partnered with 3 other communities in attempt to realize savings by jointly bidding infrastructure improvement projects.	Lake Forest Highland Park Lincolnshire	General Fund Motor Fuel Tax Revenue		Completed and evaluation ongoing.		
5	Joint Fire/EMS ICMA Study	i ii iv		Admin	Fire Police	Partnered with three other communities in ICMA study evaluating effectiveness/efficiency of Fire Dept operations.	Lake Forest Highland Park Highwood	General Fund	Ongoing	August, 2011	Presentation of Draft Study - 12/11/12	

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Vision: Our business climate sustains a robust and stable local economy.

Goal 1: Create a sustainable revenue base.

- Strategies:
- i Develop a marketing plan.
 - ii Explore strategic annexation of commercial properties at the northeast quadrant of US 41/IL Rt 176 and IL Rt 176 and IL Rt. 43 corridors.
 - iii Further engage local businesses & business groups in dialogue to retain existing & attract new business.
 - iv Reposition the Business Parks for the new economy.

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1	Village Branding & Marketing Program	i iii iv	Long Term Complex	Admin		Issued RFQ for qualified consultant to assist Village in preparing a comprehensive branding initiative and full marketing plan.	DDC Consultant Village Board Stakeholders	General Fund	Ongoing	May, 2012	Consultant onsite visit - Week of 11/26/12	Completion - May, 2013
2	Waukegan Rd Corridor Study Implementation	i	Long Term Routine	Admin	Comm Dev	a) Review Design Guidelines with ABR.	ABR Village Attorney Consultant	General Fund		Completed		
						b) Review Bulk Metrics & Zoning Use Table PCZBA Sub Comm.	PCZBA Sub Comm. Village Attorney Consultant	General Fund	Ongoing	First Sub Comm Mtg. - 9/6/2012	Report out on L-2 Regs progress - 12/19/2012	TBD
						c) Public Hearing with PCZBA.	PCZBA Sub Comm. PCZBA Village Attorney	General Fund	Ongoing	TBD	TBD	TBD

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Vision: People move with ease on foot, bicycle & by automobile in a safe, accessible & well-connected system of sidewalks, paths & roads.

Goal 1: Develop a master plan for all desired transportation improvements.

- Strategies:
- i Perform needs analysis to improve access & enhance safety.
 - ii Consider the following for inclusion in the master plan:
 - a) sidewalk extensions & pedestrian ramp cuts at key intersections;
 - b) improvement of Sheridan/Moffett intersection; c) expansion of walk/bike paths; d) feasibility study of 2nd east-west transportation corridor from GB to Sheridan; e) train station traffic flow improvements;
 - f) completion of plan/design of 41/176 intersection.

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1	Comp Plan Update to Transportation Section	ii	Long Term Complex	Comm Dev.	Admin	Review and development ongoing	PCZBA & SubComm	General Fund	November 2012	2009	TBD	TBD
2	Bicycle Master Plan	ii	Long Term Complex	Comm Dev.	Admin	Ongoing evaluation of data and feedback from August focus group meeting.	PCZBA Bicycle Plan Advisory Group	General Fund	Focus Group Mtg. - August, 2012	December 2011	TBD	TBD