

## Staff Report for Long Range Plan Priority Action Item

### Summary

The final step in the 2017-19 Long Range Planning process is to develop the list of Priority Action Items. The Priority Action Items (PAI's) will serve as the Village's work plan for the 20-month period from September 2017 through April 2019.

The Council will develop the PAI list at the August 8, 2017 Village Council meeting.

Five PAI's have already been identified:

- Create a Plan for the Future of the Downtown
- Update the Downtown Zoning Regulations
- Update the Village Zoning Map
- Develop a Plan to Address OPEB Unfunded Liability
- EDC Implementation of their Strategic Plan and Sales Tax Revenue Enhancement Plan

Up to seven more PAI's can be added to the list. A summary of potential PAI's submitted by Village Council members is included in this report.

The 2017-19 Long Range Planning process is nearing completion. During the LRP meetings held on February 7, February 21, May 9, June 6 and June 13, the Council has:

- **Confirmed the Strategic Goals**
  - Steward of Financial, Environmental and Neighborhood Sustainability
  - Exceptional Municipal Services
  - Top Quality Infrastructure
  - Strong, Diverse Local Economy
  - Continual Innovation
- **Identified 3 Key Issues to be Addressed**
  - General Fund Sustainability
  - Funding for OPEB Liabilities
  - Planning for the Future of Downtown
- **Completed the Action Item for General Fund Sustainability by Adopting the 1% Food & Beverage Tax**

The final step in the Long Range Planning process is to develop the list of Priority Action Items. These PAI's will serve as the Village's work plan for September 2017 through April 2019 (20 months). The Council will develop the PAI list at the August 8, 2017 Village Council meeting. The PAI's should be established by mid-August so that staff can prepare the Proposed FY18 Budget in a manner which provides resources to complete the priority actions. The Proposed FY18 Budget will be published in late September.

### Criteria for Priority Action Items

Priority Action Items reflect Council priorities for new policies or revisions to existing programs and policies. The criteria for a Council Priority Action Item include:

- **Support of Strategic Plan Goals and Key Issues** - the action should achieve a measurable result that supports one or more of the Strategic Plan Goals and/or Key Issues addressed during Long-Range Planning.
- **Village Council Policy Direction Required** - the action requires the Village Council to provide policy level direction to be completed.
- **Six Months or More to Complete** - the action requires significant staff and/or Village Council time; six months or more from the time staff begins work on the action to the time the action is completed.
- **Multi-Departmental Effort** - the action requires effort from more than one Village department.

The Village's decade-long experience with PAI's indicates that approximately 12 items can be completed in the 20-month period. Five PAI's have already been identified:

- Create a Plan for the Future of the Downtown
- Update the Downtown Zoning Regulations
- Update the Village Zoning Map
- Develop a Plan to Address OPEB Unfunded Liability
- EDC Implementation of their [Strategic Plan](#) and [Sales Tax Revenue Enhancement Plan](#)

Up to seven more PAI's can be added to the list. Village Council members should consider which actions he or she would like to include in the 2017-19 PAI's. Council members were asked to submit proposed action items for consideration. The proposed PAI's are contained in the list below.

### 2017-2019 Priority Action Items

<b>Items Previously Identified as 2017-19 Priority Action Items</b>	
<b>Action Item</b>	<b>Notes</b>
Create a Plan for the Future of the Downtown	This project is underway. Village Council will review and discuss the project scope at an upcoming Council meeting.
Update the Downtown Zoning Regulations	This project is in process. The Comprehensive Plan Committee has completed its review. The Plan Commission is currently reviewing the proposed regulations. The Village Council will begin its review and consideration at a Council meeting in September. This project includes the potential to establish development design regulations and processes.
Update the Village Zoning Map	This project will begin upon completion of the Downtown Zoning Regulations action item.
Develop a Plan to Address OPEB Unfunded Liability	This project is underway. Elements of the proposed plan may be presented as part of the Proposed FY18 Budget.
EDC Implementation of their <a href="#">Strategic Plan</a> and <a href="#">Sales Tax Revenue Enhancement Plan</a>	Manager Fieldman has discussed this action item with DGEDC President Cassa.
<b>Potential Priority Action Items Submitted by Council Members for Consideration</b>	
Consider Amendments to Stormwater Regulations	Substantial work on this project was completed in 2016 and 2017. The project includes more stringent development regulations intended to mitigate the negative impacts of development. This project may also include amendments to regulations for Localized Poor Drainage Areas. Additional information can be found by clicking <a href="#">here</a> .
Consider Amendments to the Stormwater Utility <a href="#">Credits &amp; Incentives</a>	This project would consist of changing the amount and structure of credits and incentives to increase the development and use of private stormwater management facilities and best practices.

Enhance Engagement of Board & Commission Members	This project would include a “Board & Commission Retreat” which would include training sessions, alignment discussions and recognition & acknowledgement of board and commission member contributions.
Develop a Coherent, Pro-active & Transparent Approach to Economic Development Tools	This project would include creation of pro forma TIF districts and/or sales tax overlay districts for catalyst sites. Also, the creation of at least one TIF District to facilitate economic development.
Identify & Implement One Major Service Consolidation, Cooperation or Collaboration	This project would consist of changing the way the Village delivers one or more services by implementing the “3C’s” approach.
Identify and Adopt New Revenue Sources Aligned with the Modern Local Economy	This project would consist of significant changes to the Village’s revenue sources (most created in the post WWII economy) to include new revenue sources aligned with the current economic trends. New revenues should grow at a rate consistent with Village expenses.
Create a Publicly Funded Art Program	
Reduce Public Safety Costs	This project would include considering changes to public safety service levels designed to reduce costs and help achieve long-term financial sustainability.
Street Section Standardization	This project would include creating standards for sidewalks, bike lanes, curbs, parkways and trees
Develop Hardscape/Landscape Village Standards	This project would include creating standards for plantings, fences, handrails, masonry, crosswalks, guardrails, benches, trash and recycling receptacles, etc.
Village Gateway Sign Replacements	This project began in 2015 and was not completed due to concerns about the cost of signs. Additional information is available by clicking <a href="#">here</a> .
Expansion of the Parkway Tree Planting Program	
Re-Establish Human Services Commission and Partnership Program	

Create Emergency Response Volunteer Corps	
Implement the Comprehensive Plan Recommendations for the Fairview Focus Area	This project would consist of the Village taking an active role in facilitating the redevelopment of the Fairview Focus Area and the re-routing of Maple Avenue railroad crossing.
Create & Implement a Facilities Sustainability Plan	Based on several months of Village Council review and discussion of the Facilities Sustainability Plan culminating at the June 6, 2017 Village Council meeting and recent discussions with each Council member, <i>Create &amp; Implement a Facilities Sustainability Plan</i> does not appear as a PAI. The Proposed FY18 Budget will reflect the <a href="#">Next Steps if a Sustainability Plan is Not Adopted</a> as discussed at the June 6, 2017 Village Council meeting. A few Council members requested that <i>Create &amp; Implement a Facilities Sustainability Plan</i> be considered again as a 2017-19 PAI.