

Strategic Planning Session

October 18, 2013

9:30 a.m.

An annual Strategic Planning session was held by the Village Board and senior staff for the purposes of giving various project updates and setting its goals and objectives for the coming year. The meeting was held at 47 W. Polk Street, Chicago, IL during the Illinois Municipal League Conference. The meeting took place on Friday October 18 from 9:30 am to 3:00 pm.

CALL TO ORDER

Trustee Blatzer called the strategic planning session to order at 9:30 am and acknowledged that the following were present:

Trustees Ron Stapleton, Paul Chialdikas, Cliff Miklos, Jeanette Virgilio and Rick Sniegowski were present.

Also present were Village staff members George Schafer, Charity Jones, Christina Smith and Village Attorney Jeff Stein.

DISCUSSION ITEMS

The Village Board and senior staff met for its annual strategic planning meeting during the Illinois Municipal League Conference. The meeting included general discussions on the following topics. The meeting was a workshop meeting only. There were no final decisions made during the workshop.

1. Strategic Plan Recap/Update

Mr. Schafer went through the strategic plan areas of priority that the Board recently created. The areas include Workforce Development, Quality Infrastructure, Economic Development, Financial Stability and Intergovernmental Cooperation. In the future, action items will be assigned to department heads, but today's updates are general items related to these areas of emphasis.

2. Staff/Organizational Changes

Mr. Schafer briefly went through the various personnel changes and workforce development initiatives. There will be an emphasis on employee evaluations and training in the coming years, per the workforce development initiatives in the strategic plan. The hiring of the HR Generalist will assist in HR administration and the personnel manual will be updated. A brief update of the personnel in each department was given to the Board and the effect of the recent changes in personnel.

3. Budget/Finance

Chris Smith, new Finance Director for the Village gave a brief presentation on the upcoming budget amendment and the fund balance levels in the various Village funds. She also went through the tax levy process, police pension discussions, banking RFP, and other financial matters. The majority of the topics would be discussed again at the October 21st Village Board Meeting.

4. Capital Project Discussions

Mr. Schafer gave a brief update on the Village's infrastructure projects going forward. In the coming year, staff will be formalizing its 5 year CIP and to ensure compliance with strategic plan. There will be a continuation of the water main replacement program, local road program, sidewalks repairs, and sanitary sewer cleaning. In addition, the Village will be looking at a Lemont East water capacity and aquifer study. Also, in the future staff should begin exploring opportunities for a bonding out to upgrade the many old water mains in town. In addition, there will be numerous ongoing maintenance costs down the line. These include replacement of ash trees, miscellaneous storm water improvements and other capital items. The Village may need to explore a new funding source in the coming years to handle.

5. Economic Development Initiatives

a. Development Update

Mrs. Jones, Planning & Economic Development Director gave a brief update on residential and commercial development in town.

b. Projects

i. Bell Road Update

Mr. Schafer gave a brief update on the Village's plans on extending utilities to Lemont East.

ii. Route 83 & Main Land Acquisition and Development Update

Mr. Schafer gave a brief update on the Route 83 and Main prospective developments. There is one more piece of property that needs to be acquired before the properties can be fully marketed. Staff will be bringing this last piece up at a future executive session meeting for a full discussion.

iii. Sports Complex Discussion.

Mr. Schafer Attorney Jeff Stein gave a brief update on the sports complex project including referendum timelines, bond rates, market discussions and other updates. The topic will be further discussed at the October 21st Village Board Committee of the Whole Meeting.

c. Comprehensive Plan Update

Mrs. Jones gave a brief update on the comprehensive plan process. The land use section of the plan will be coming up and will require public input. More discussions will take place at future Committee meetings.

d. Branding Strategy/Marketing Update

Mrs. Jones led a brief discussion on the branding strategy process currently underway. The branding strategy will guide marketing discussion on the coming years. More information will be discussed at future Committee Meetings.

e. Code Enforcement Initiatives

Mrs. Jones led a brief discussion on code enforcement initiatives and being related to economic development. The Village has been stepping up enforcement efforts and the Board agreed to continue this trend, especially areas of the downtown that do not meet the Village's various codes.

6. Village Committee Structure

Mrs. Jones led a brief discussion on the Village committee structure. Specifically addressing the committees currently not reflected in the code. Further discussion will be needed on whether the Heritage Commission and Festival Committee will need to be ad-hoc, full committees subject to the code, or volunteer groups.

7. New Business

None.

ADJOURNMENT

Trustee Blatzer adjourned the meeting at 3:00 pm on Friday, October 18, 2013.