FISCAL YEAR 2025 GOALS

Administration / All Village Departments Goals

- *Competitive and Up-to-Date Classification and Compensation for Village Employees:* Based on consultant recommendations from a classification and compensation study, begin implementing recommendations regarding position description revisions, as well as wage and salary adjustments, following Village policies and approval processes.

- *"Working Genius" Enhances Teamwork and Collaboration:* Use "Working Genius" productivity assessment principles and tools to ensure all departments and inter-departmental teams incorporate team maps and norms. Distribute and reference "Working Genius" materials and incorporate principles into organizational culture. The principles of Working Genius will guide all project management and internal meetings.

- *Implementation of the IT Strategic Plan:* Following adoption, begin work towards accomplishing goals and objectives set forth in the IT Strategic Plan pertaining to securing long-term internet services; complete network connectivity, and coverage audit within and between all Village facilities; improve capital planning; and deploy proactive software update plan and replacement schedule.

- *Relevant and Engaging Village Communication Mediums:* Increase video use in Village communications to increase audience engagement. Develop and share monthly report on communication metrics. Develop quarterly report summarizing notable departmental accomplishments, key performance indicators, and budget/capital improvement progress.

- *Employee Engagement/New Employee Onboarding/Mentoring:* With nearly 50% of current employees having less than five years' experience working for Lincolnshire, it is vital that new employees embrace organizational culture and connect with one another. The Administration Department and departmental leadership will work with Employee Council to develop and implement a program for maintaining organization culture and connectedness.

Community & Economic Development Department Goals

- *Improved Building Division Services:* Solicit consultant proposals to aid in improving inspection and plan review services, including building, fire/life safety, and structural engineering disciplines. Following execution of a contract, and depending on staff availability, work with consultant to adopt the International Code Council (ICC) 2024 code series; update local amendments to Title 5 (Building Regulations) of the Lincolnshire Village Code; and evaluate the Village's building permit fees.

- *Expanded Housing and Commercial Use Opportunities:* Based on Comprehensive Plan and "Homes for a Changing Region" recommendations, amend Village Codes to allow for new types of housing and commercial use opportunities, with emphasis on the possibility for new housing units in the Corporate Center.

- *Proactive and Rebranded Economic Development*: Following adoption of the Economic Development Strategic Plan, take the following steps: issue RFP for marketing services and/or business recruitment assistance; streamline review/approval process for all zoning requests and building permits; and update economic incentive policy to provide flexibility and increase effectiveness. Policy initiatives to be considered include increasing creative application of tax sharing agreements, façade improvement programs, and/or revolving loans.

Finance Department Goals

- *Complete Analysis and Recommendation to Secure Competitive 457 Fees:* With aid of third-party consultant aid, analyze of the 457 retirement plan fees. If existing fees are higher than industry standard, issue an RFP to seek bids from 457 plan providers.

- *Develop Strategic Debt Issuance/Capital Project Financing Plan:* Evaluate financing options for upcoming water capital projects outlined in the 10-Year Capital Improvement Plan. Ensure all options account for capital projects occurring over the next decade or more to mitigate long term financial liabilities.

- *Implement GASB 101:* GASB 101 is the most recent accounting standard in need of implementation based on Lincolnshire's accounting practices. The goal of GASB 101 is to more accurately account for financial liability of compensated absence policies. The Village will implement GASB 101 as a part of the Fiscal Year 2024 audit to comply with all accounting standards.

- *Updated Financial Policies:* Review all existing financial policies and recommend updates based on any recent changes in operational procedures or industry standards.

Police Department Goals

- *Transparency and Trust through Police Reporting:* Create a standardized, comprehensive monthly report that includes sections for police activity, statistics, notable incidents, community engagement highlights, and upcoming events. The report will enhance transparency and provide education to the public by making the community aware of monthly police activities and community engagement initiatives. Share report within various Village communication channels allowing for evaluation of the goal through tracked number of report views and community feedback.

- *A Data-Driven Union Agreement*: Based on a comparison of compensation and other benefits offered by comparable municipalities, leadership from the Police Department and Administration work collaboratively with collective bargaining representatives to negotiate new union agreement. To assist with negotiations, develop and implement survey to solicit input on the officer psychological wellness program. Use survey data to determine the impact of officer psychological wellness visits (e.g., sick leave usage, workers compensation claims, officer feedback). Use data to decide needed changes in the new collective bargaining agreement.

- *Develop Stronger Local Government Relationships Through Multidisciplinary Solutions*: Assist with the establishment of a multidisciplinary threat assessment team in Lake County. Provide local government partners with aid in identifying persons with behaviors of concern, assessing those for risk of engaging in violence or other harmful activities, and delivering intervention strategies to manage the risk of harm to others.

- *Create a Strategic Plan for Assessing Officer Career Development and Wellness*: To enhance effectiveness and professionalism, provide quarterly internal training with all sworn personnel. Training will include State mandates and other topics relevant to the development of newer officers. Included in the training assessment will be an internal review with each officer to discuss their wellness and desired career development path. Supervisors will provide mentorship through emotional and professional support helping officers navigate on-the-job related challenges by creating individualized career development plans for each non-probationary officer.

Public Works Department Goals

- *Evaluate the Village's Water Meter Equipment and Technology:* The Village completed a major water meter upgrade project in 2016. Given dated water meter reading technology, the need to deliver higher levels of customer service with more data, and the goal of reducing water loss, a comprehensive review of Lincolnshire's meter reading infrastructure for the future will be evaluated and vetted for inclusion in the 10 Year Capital Improvement Program to position the Village for this major undertaking.

- *Old Mill Road Improvement, Annexation, and Jurisdictional Transfer Evaluation*: Portions of Old Mill Road are under Vernon Township's authority, and the roadway needs resurfacing. To plan for this project, complete a comprehensive review and evaluation related annexation opportunities for adjacent properties given the Village does not own the roadway right-of-way. The comprehensive plan also contemplates the addition of pedestrian accommodations in the corridor that should be evaluated with Openlands of Lake Forest, Florsheim Estate owner.

- *Connection Fee Analysis and Recommendation:* Review and update the Village's connection fees for water and sewer connections. Consider method from other municipalities as well at the Village's recent partnership with Northern Illinois University to evaluate fees and make corresponding changes to the Village's Comprehensive Fee Schedule.

- *Utilize myGIS for Enhanced Public Works Management:* Work with MGP, the Village's GIS *vendor, to* develop GIS based applications to track data for recurring work such as snowplow events, tree inventory, garbage collection in the parks, and facility inspections. Use data to determine effectiveness of capital improvement / capital maintenance program goals and objectives.

- *Comprehensive Update of Public Works Policy Manual:* Conduct a thorough review of all Public Works policies, focusing on aligning them with the latest OSHA standards and recommendations. This process will include revising existing policies, finding gaps in safety protocols, and implementing new guidelines to ensure compliance and enhance workplace safety.

- *Village Parks Safety Assessment:* In 2023, the Police Department evaluated Spring Lake Park, North Park, Balzer Park, and Whytegate Park and provided recommendations to Public Works. Village staff will evaluate the remaining parks to assess existing conditions and identify further improvements.

- *Parks and Paths Master Plan Update:* Collaborate with the Park Board to conduct a comprehensive review and update of the Parks and Paths Master Plan. This update will assess all existing park equipment and incorporate findings from recent safety surveys to prioritize necessary upgrades and replacements. Additionally, the plan will integrate recommendations from the Comprehensive Plan.

- *Village-Wide Sustainability Initiative:* Involve all departments in developing an internal sustainability plan. The plan will define and identify sustainable practices in the Village's workplace which can then transcend into community-scale goals. Current departments' current strategies and actions will be assessed which will allow staff to highlight their cohesion with larger scale, region-wide sustainability goals. The plan will also look to evaluate existing sustainability initiatives to collect data to prioritize strategies, set performance standards, and create guidelines for a Village-wide sustainability plan implementation.