Item #3C:

Report On Infrastructure Funding

Sikich Associates, Resident Engagement & Strategic Planning

(Greg Kuhn)

06/05/14

Facilitated Board, Staff and Community Engagement

Policy Exploration Process

Village of Long Grove, Illinois

Draft Project Schedule With Target Dates

Background Meetings:

[Initial Background Meeting Dates are slated for staff and consultants]

All Sessions Below are slated for Monday or Tuesday Evenings

- ***Group composition envisioned includes a balance of Board and Community Members***
  - ***Board of Trustees (7)***
  - ***Community Group Representatives (3/4)***
  - ***Community at-large Representatives (3/4)***
  - ***Senior Staff and Technical Advisors/Specialists (2/3)***
- ***General format: round table discussions with presentations by staff and specialists***
- ***Location: Village Hall***

Review Draft

Phase I: early July—Opening Policy and Brainstorming Workshop:

July 7th or 8th

The initial phase of the community engagement initiative will begin with a policy and brainstorming Workshop of the Village Board, Senior Village staff and interested community members. The primary objectives for this workshop will include:

> Introduce the workshop approach and communicate the framework and topics;
> Engage participants in a constructive dialogue and exchange of ideas and information;
> Review and present current and past work that describes, frames, and explores the Village's infrastructure needs, engineering and solution alternatives, and the financial requirements for phased community-wide improvements;
> Facilitate discussions of reflections, questions, and possibilities of most desirable potential solutions and approaches;
> Facilitate consensus discussion of potential approaches and alternatives to further explore at future sub-topic centered facilitated workshops;
> Review and confirmation of the "key themes" established for sub-topic research and discussion sessions.
> Review proposed sequence and reserved dates for topical workshops

Phase II: late -July through August—Sequential Policy Exploration Workshops:

July 21st or 22nd Financial Forecast
August 4th or 5th Economic Development
Aug. 18th or 19th Infrastructure

This multi-part phase of the community engagement initiative will build on the opening session and will focus on those ideas, (in three to four identified policy areas), that are determined to be the most desirable by the group. Representatives of the Village Board, Senior Village staff, topic-specific advisors and appointed/invited community members, will comprise the working groups for these facilitated exploration workshops. Conceptually, three or

Phase II (cont'd.) Sequential Policy Exploration Workshops Description:

four modified focus group/roundtable 'topic-centered' workshops are envisioned. The primary objectives during each of the sub-topic discussions will be to:

- Provide the results of staff and specialists research on identified ideas and on alternatives for the policy or topic area that will be focus of each session;
- Introduce the workshop approach and communicate the framework for the session;
- Engage participants in a constructive dialogue and exchange of ideas and information;
- Provide a forum for presentation of research and analysis by staff and specialists that describes the results/findings of that research and analysis;
- Facilitate discussions of reflections, questions, and group ideas of the viability of potential solutions and approaches presented;
- Facilitate consensus discussion of alternatives to be further explored;
- Summarize session notes and outcomes to be communicated to the Village Board as a whole.

Phase III late September 2014—Closing Policy Alternatives and Brainstorming Workshop

September 22nd or 23rd
or,
September 29th or 30th

The last phase of the community engagement initiative will include a policy, brainstorming, and findings workshop with the Village Board, Senior Village staff, and interested community members. In this collaborative setting, the session will review the outcomes and findings of each of the sub-group discussions in Phase II. The primary objectives during this wrap-up event will be to:

- Provide an overview of process steps and path that resulted in the findings;
- Provide a forum for sub-group spokespersons and staff to summarize, review and highlight the results of their research, deliberations and consensus recommendations;
- Review and confirm the key themes from all the workshops;
- Engage participants in a constructive dialogue and exchange of ideas and information about the findings;
- Facilitate discussions, reflections, and questions, about the potential solutions and approaches that are considered most desirable;
- Facilitate consensus discussion of alternatives and further explore these alternative for the development of staff action plans and next-steps;

Review Draft