



2022-2025 Strategic Plan

Stevenson, Washington



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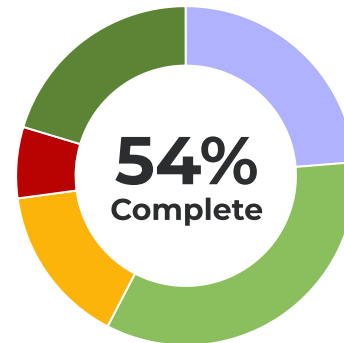
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Plan Status and Progress

Staff have been working on the action items within the strategic plan since 2022. The Strategic Plan tool through ClearGov was implemented mid-2023.

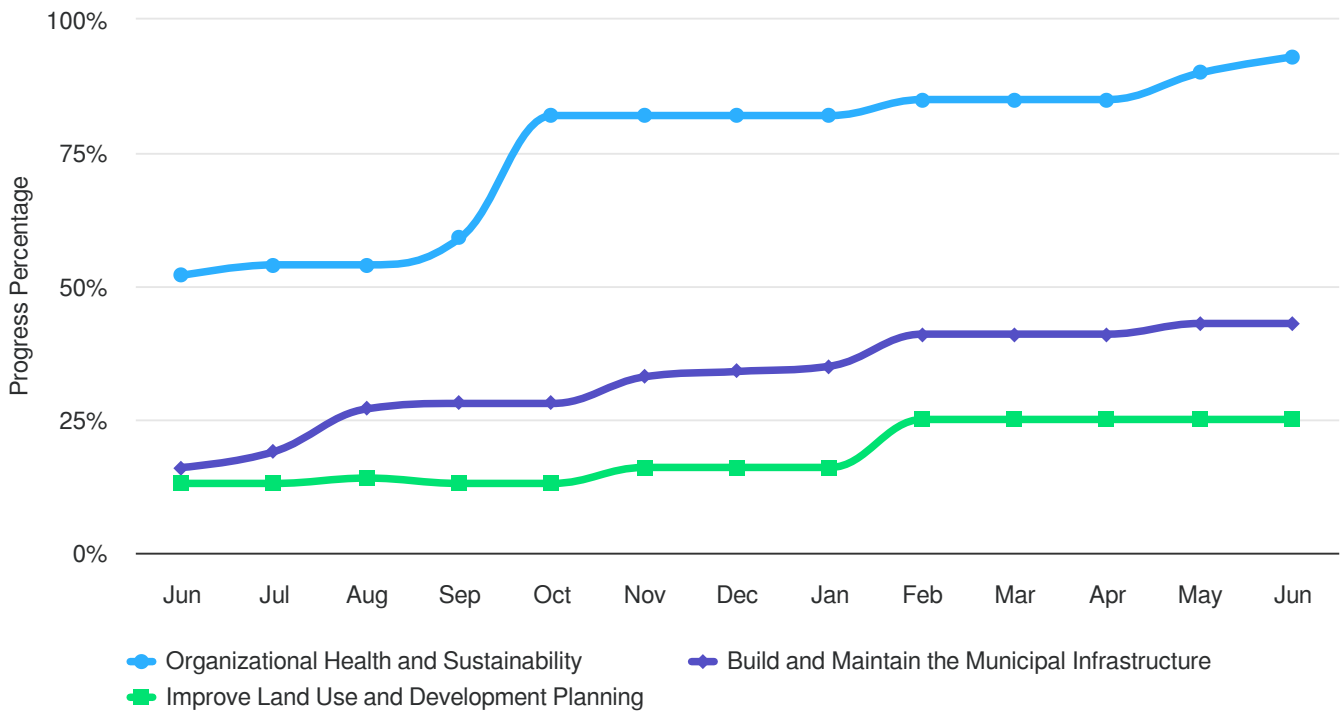
The biggest struggle with plan implementation is staff resources. While we have added a Planning and Public Works Assistant position to shift the workload from those positions, there remains more action items than available staff. The impact on the plan is delays in implementation or project delivery. As projects wrap up, staff and council will reassess action items for future implementation.

Overall Plan Status



● Complete	12 Action Items (20%)
● On Track	20 Action Items (34%)
● Minor Disruption	9 Action Items (15%)
● Major Disruption	4 Action Items (7%)
● Not Started	0 Action Items (0%)
● Future	14 Action Items (24%)

Focus Areas Progress Over Time



Focus Areas



Organizational Health and Sustainability

Overall Progress

93%



Strategies

5



Build and Maintain the Municipal Infrastructure

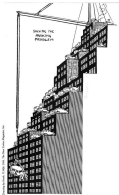
Overall Progress

43%



Strategies

5



Improve Land Use and Development Planning

Overall Progress

25%



Strategies

3

Focus Areas

Organizational Health and Sustainability













Overall Progress



● Complete	9 Action Items (60%)
● On Track	3 Action Items (20%)
● Minor Disruption	3 Action Items (20%)
● Major Disruption	0 Action Items (0%)
● Not Started	0 Action Items (0%)
● Future	0 Action Items (0%)

Strategies

● Complete ● On Track ● Minor Disruption ● Major Disruption ● Not Started ● Future

Internal Processes/Staffing Structure	Action Items 3	Progress  100%	Status 
Internal Processes/Emergency Planning	Action Items 3	Progress  83%	Status 
Internal Processes/Resources, Training and Tools for Staff	Action Items 6	Progress  82%	Status 
Financial Health	Action Items 2	Progress  100%	Status 
Governance/Council Training	Action Items 1	Progress  100%	Status 



Strategies

Internal Processes/Staffing Structure

Overall Progress  100%

Overall Status 

● Complete ● On Track ● Minor Disruption
● Major Disruption ● Not Started ● Future

Action Items

Utility Clerk hire to backfill when Mary retires

Last Update **09/1/2023**

Progress  100%

Status
● Complete

Evaluate Org Chart-Add second WWTPO

Last Update **09/28/2023**

Progress  100%

Status
● Complete

Evaluate Org Chart-Add Planning and Public Works Assistant

Last Update **06/27/2023**

Progress  100%

Status
● Complete




Action Items

Utility Clerk hire to backfill when Mary retires

Status and Progress

Last Update
09/1/2023


Progress
 100%

Status
 Complete

Note
Complete. Hired Kaitlyn Conrath.

Last Update
07/13/2023


Progress
 100%

Status
 Complete

Note
Kaitlyn Conrath hired and starts July 17, 2023.

Last Update
06/27/2023

Progress
 81%

Status
 On Track

Note
First review of applicants in process.




Action Items

Evaluate Org Chart-Add second WWTPO

Status and Progress

Last Update
09/28/2023


Progress
 **100%**

Status
 Complete

Note
Cody Rosander Hired as WWTPO I

Last Update
06/27/2023

Progress
 **22%**

Status
 On Track

Note
Position description updated and job being posted on July 5th, 2023..




Action Items

Evaluate Org Chart-Add Planning and Public Works Assistant

Status and Progress

Last Update
06/27/2023

Progress
 **100%**

Status
 Complete

Note
Hired Tiffany Anderson mid-February.



Strategies

Internal Processes/Emergency Planning

Overall Progress  83%

Overall Status 


● Complete ● On Track ● Minor Disruption
● Major Disruption ● Not Started ● Future

Action Items

Water/Sewer emergency plans reviewed and updated

Last Update **10/24/2023**


Progress  50%

Status  On Track

Skamania County Hazard Mitigation Plan incorporated in the next CIP

Last Update **06/27/2023**


Progress  100%

Status  Complete

Fire Department Strategic Plan

Last Update **10/5/2023**

Progress  100%

Status  Complete

Action Items

Water/Sewer emergency plans reviewed and updated

Status and Progress

Last Update

10/24/2023

Progress



Status

● On Track

Note

Water Emergency Response Plan and Security Vulnerability Assessment reviewed and updated in August, 2022.

Last Update

09/28/2023

Progress



Status

● Not Started

Note

Need to locate current plans for review. Staff capacity is a challenge for advancing this task.

Action Items

Skamania County Hazard Mitigation Plan incorporated in the next CIP

Status and Progress

Last Update

06/27/2023

Progress



100%

Status

 Complete

Note

Completed. Hazard Mitigation Plan projects included in the June 20th adoption of the CIP update.


Action Items

Fire Department Strategic Plan

Status and Progress

Last Update
10/5/2023

Progress
 **100%**

Status
 Complete

Note
Fire Department Strategic Plan completed. Implementation efforts underway.

Last Update
06/27/2023

Progress
 **86%**

Status
 Minor Disruption

Note
Consultant site-visit for department and community input completed mid-June. Joint City Council and Fire District 2 meeting held on June 22nd to review initial outcomes of the visit. Initial draft plan in staff review.



Strategies







Internal Processes/Resources, Training and Tools for Staff

Overall Progress  **82%**

Overall Status 

- Complete
- On Track
- Minor Disruption
- Major Disruption
- Not Started
- Future

Action Items

CloudPermit System Implementation	Last Update 02/26/2024	Progress  85%	Status ● On Track
Informed Consent Training	Last Update 10/24/2023	Progress  50%	Status ● Minor Disruption
Asset Management and Work Order System	Last Update 11/7/2023	Progress  86%	Status ● Minor Disruption
Evaluate need for additional tools and office equipment and/or office reconfiguration.	Last Update 02/26/2024	Progress  85%	Status ● On Track
GIS Technology	Last Update 11/7/2023	Progress  85%	Status ● Minor Disruption
ClearGov budgeting display tool	Last Update 10/24/2023	Progress  100%	Status ● Complete



Action Items

CloudPermit System Implementation

Status and Progress

Last Update
02/26/2024



Status
● On Track

Note
CloudPermit is fully online for Building Permits. Code Enforcement module is next with the goal of a summer completion date, followed by the Planning module completed by the end of the year.

Last Update
10/24/2023



Status
● Not Started

Note
Cloudpermit system is live for building permits. Staff is entering them to start and will transition to public use in the next few months as kinks are worked out. Next phase is the Planning and Code Enforcement modules for 2024.

Last Update
06/27/2023



Status
● Minor Disruption

Note
Staff testing the City database, which was set-up on June 12th. County version ready to go live.

Action Items

Informed Consent Training

Status and Progress

Last Update
10/24/2023

Progress
 **50%**

Status
● Minor
Disruption

Note
Staff has been sidetracked with other projects. Some training has been completed and access will be extended to complete over the winter months.

Last Update
06/27/2023

Progress
 **28%**

Status
● Minor
Disruption

Note
Staff attended initial training. Ongoing training is more comprehensive than initially planned. Need to make time to continue and move forward with this training tool.



Action Items

Asset Management and Work Order System

Status and Progress

Last Update
11/7/2023



Status
● Minor Disruption

Note
Need to get through implementation by first getting all assets into GIS and identifying a path forward.

Last Update
09/28/2023



Status
● On Track

Note
Continue to configure and implement. Expected more support from Centricity. Staff capacity is a challenge for completion of configuration and implementation. Will be an ongoing project.

Last Update
06/27/2023



Status
● On Track

Note
Contracted with CityWorks, set-up is being completed and on-site training is scheduled for July 31-Aug 2.



Action Items

Evaluate need for additional tools and office equipment and/or office reconfiguration.

Status and Progress

Last Update
02/26/2024

Progress
 85%

Status
 On Track

Note
Desks for staff obtained to improve ergonomics. Cubicals are on their way in the spring, surplus from Insitu. Construction will wait until after digitization of records and space needs are determined.

Last Update
10/24/2023

Progress
 60%

Status
 Minor Disruption

Note
Contractor selected through small works roster process. Working on designs for remodeling entryway.

Last Update
06/27/2023

Progress
 49%

Status
 Minor Disruption

Note
Have revised office layout from consultant. Need to move forward with procurement of furniture and continue rearranging to accommodate additional staff.

Action Items

GIS Technology

Status and Progress

Last Update
11/7/2023


Progress
 **85%**

Status
 Minor
Disruption

Note
Need to identify all assets and get them input into GIS system. QC still to be completed as well.

Last Update
09/28/2023


Progress
 **80%**

Status
 On Track

Note
GIS consultant staff support changed from Ruth to Grant. Configuration and support ongoing. Need to add buildings, stormwater, WWTP, WTP, and QC sewer and water.

Last Update
06/27/2023

Progress
 **71%**

Status
 On Track

Note
Contracted with FLO Analytics to migrate data, established ESRI account and tablets obtained for field work. Data validation ongoing and may coincide with CityWorks implementation.




Action Items

ClearGov budgeting display tool

Status and Progress

Last Update
10/24/2023

Progress
 **100%**

Status
 Complete

Note
Tool is being used and improvements will continue to be made. Use of the tool will be regularly evaluated to determine if it continues to meet the needs of the city.

Last Update
06/27/2023

Progress
 **85%**

Status
 Minor
Disruption

Note
Data validation complete and in to ClearGov for updates. Once complete will coordinate the publishing and advertising of the Transparency tool.









Strategies

Financial Health

Overall Progress  100%

Overall Status 


-  Complete
-  On Track
-  Minor Disruption
-  Major Disruption
-  Not Started
-  Future

Action Items

Review development and plan review fees for permits, establish fees for development modification process from Engineering Standards.

Last Update **06/6/2024**


Progress  100%

Status  Complete

System Development Charge and Utility Rate Restructuring

Last Update **06/6/2024**

Progress  100%







Status  Complete



Action Items

Review development and plan review fees for permits, establish fees for development modification process from Engineering Standards.

Status and Progress

Last Update 06/6/2024	Progress  100%	Status  Complete	Note Revised rates adopted on May 16, 2024.
Last Update 05/10/2024	Progress  75%	Status  On Track	Note Fees being reviewed and included in Comprehensive Fee Resolution presented to council at the May 16th council meeting for consideration.
Last Update 10/24/2023	Progress  25%	Status  On Track	Note Fees being reviewed. Potential revision by the end of 2024 for council consideration.


Action Items

System Development Charge and Utility Rate Restructuring

Status and Progress

Last Update
06/6/2024

Progress
 **100%**

Status
 Complete

Note
New rates adopted on May 16, 2024 and in effect as of the June billing cycle (mailed end of June 2024).

Last Update
02/26/2024


Progress
 **95%**

Status
 Minor Disruption

Note
Rates are being reviewed by Council and approval of new rates is anticipated in the next couple of months.

Last Update
10/24/2023


Progress
 **75%**

Status
 On Track

Note
Consultant is working on presentation to council regarding the rate changes. This is in line with a November Public Hearing and possible adoption by the end of the year.

Last Update
06/27/2023

Progress
 **52%**

Status
 On Track

Note
Secured consultant FCS and they have all the data to do the analysis on updating SDCs and Rates. Starting with System Development Charges.









Strategies

Governance/Council Training

Overall Progress  100%

Overall Status 

-  Complete
-  On Track
-  Minor Disruption
-  Major Disruption
-  Not Started
-  Future

Action Items

Hold monthly workshops
with Council

Last Update **10/24/2023**

Progress  100%

Status  Complete







Action Items

Hold monthly workshops with Council

This can be used to cover topics for more in-depth discussion and for required trainings, such as the Public Records Act and Open Public Meetings Act.

Status and Progress

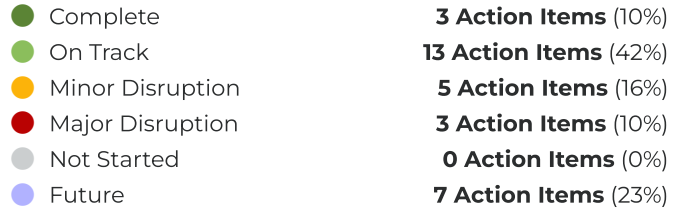
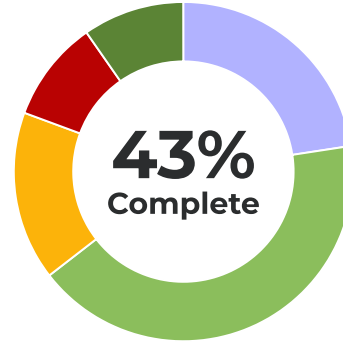
Last Update 10/24/2023	Progress  100%	Status  Complete	Note Council is holding regular monthly workshops in addition to council meetings. They have been to cover deep dives on specific topics and have been beneficial.
Last Update 06/27/2023	Progress  49%	Status  On Track	Note Informed Consent Training completed and regular monthly workshops occurring.

Focus Areas

Build and Maintain the Municipal Infrastructure



Overall Progress



Strategies









Strategy	Action Items	Progress (%)	Status
Equipment and Assets	3	18%	On Track, Major Disruption
Multimodal Transportation	4	59%	On Track, Minor Disruption, Major Disruption, Future
Utilities (Maintenance and Growth)	18	42%	Complete, On Track, Minor Disruption, Major Disruption, Future
Parks and Outdoor Space	4	52%	On Track, Minor Disruption
Developments with Utility Partners (gas, electric, broadband, phone, etc.)	2	45%	Minor Disruption, Future

Strategies

Equipment and Assets

Overall Progress  18%

Overall Status 


-  Complete
-  On Track
-  Minor Disruption
-  Major Disruption
-  Not Started
-  Future

Action Items

Equipment and Fleet Management

Last Update **05/1/2024**


Progress  40%

Status  On Track

New Public Works Building

Last Update **04/30/2024**


Progress  5%

Status  On Track

New Fire Hall

Last Update **02/27/2024**

Progress  10%











Status  Major Disruption



Action Items

Equipment and Fleet Management





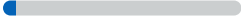





Status and Progress

Last Update 05/1/2024	Progress  40%	Status  On Track	Note Funding secured for vehicles to be purchased this year. New fleet vehicle purchased. Two fleet vehicles surplus and disposed.
Last Update 02/26/2024	Progress  15%	Status  On Track	Note Funding agency and timeline identified for securing funding.
Last Update 01/26/2024	Progress  15%	Status  On Track	Note \$450k in 2024 budget for initial purchase with low interest loan. PW working to identify loader, sweeper, and fleet vehicle. Dump truck option with County.
Last Update 12/26/2023	Progress  15%	Status  On Track	Note Plan to come up to date on our equipment purchases in place. Identified obsolete equipment to be surplus and replaced (backhoe).
Last Update 11/7/2023	Progress  5%	Status  On Track	Note Plan identified to acquire functional equipment of which the maintenance required will not limit work to be completed. Acquisition and surplus schedule identified. Needed equipment will be purchased via low interest loan to get back on track.

Action Items

New Public Works Building

Status and Progress

Last Update 04/30/2024	Progress  5%	Status  On Track	Note No change
Last Update 02/26/2024	Progress  5%	Status  On Track	Note RFQ for inventory and needs assessment required. Will draft and advertise after First Street project advertisements and awards.
Last Update 01/26/2024	Progress  5%	Status  On Track	Note No change - RFQ for City Property Inventory and Needs Assessment being drafted.
Last Update 12/26/2023	Progress  3%	Status  On Track	Note No change.
Last Update 11/7/2023	Progress  3%	Status  On Track	Note Funding to complete feasibility study and conceptual design is in the 2024 budget.

Action Items

New Fire Hall

Status and Progress

Last Update
02/27/2024

Progress
 **10%**

Status
 Major
Disruption

Note
No additional updates, project
remains stalled.

Last Update
06/27/2023

Progress
 **11%**

Status
 Major
Disruption

Note
Multiple studies have been
conducted and property has been
purchased. Initial estimates came in
at \$6M and progress stalled. It is still a
need.

Strategies





Multimodal Transportation

Overall Progress  59%

Overall Status 

- Complete
- On Track
- Minor Disruption
- Major Disruption
- Not Started
- Future

Action Items

Establish Parking Fee In-Lieu Program	Last Update 02/27/2024	Progress  85%	Status ● On Track
Modify parking regulations (loading zones, restricted parking, time limits, etc.)	Last Update 02/27/2024	Progress  75%	Status ● Minor Disruption
Safe Routes to School walking routes	Last Update 06/6/2024	Progress  0%	Status ● Future
Establish Parking Improvement Plan	Last Update 02/26/2024	Progress  75%	Status ● Major Disruption



Action Items

Establish Parking Fee In-Lieu Program

Status and Progress

Last Update
02/27/2024



Status
● On Track

Note
As of Feb PC meeting, Parking Committee needs to schedule a meeting to define priorities then will present to PC. Working on Payment In-Lieu for on site, new construction & new businesses. Checking grants for upfront funds.

Last Update
06/27/2023



Status
● On Track

Note
A range of fees has been created and is awaiting a presentation and further discussion with council on how to proceed.



Action Items

Modify parking regulations (loading zones, restricted parking, time limits, etc.)

Status and Progress

Last Update
02/27/2024


Progress
 **75%**

Status
 Minor
Disruption

Note
Summer season and off-season parking dynamics measured. Parking improvement options identified, awaiting advisory committee recommendations. Discussion draft ordinances have been prepared but not circulated for Planning Commission review.

Last Update
06/27/2023

Progress
 **50%**

Status
 On Track

Note
Initial draft of proposed changes presented to council. Next steps include outreach to effected parties and the general public regarding changes before a second presentation to council with any changes.



Action Items

Safe Routes to School walking routes

Status and Progress

Last Update

06/6/2024

Progress



Status

● Future

Note

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Action Items

Establish Parking Improvement Plan

Status and Progress

Last Update
02/26/2024



Status
● Major Disruption

Note
Summer season and off-season parking dynamics measured. Parking Improvement options identified, awaiting advisory committee recommendations. Discussion draft ordinances have been prepared but not circulated for Planning Commission review.

Last Update
11/13/2023



Status
● Minor Disruption

Note
Accessible Parking Improvement Plan identified, awaiting committee review/recommendation. Curbside Parking Plan in process, awaiting committee review/recommendation.



Strategies












Utilities (Maintenance and Growth)

Overall Progress  42%















Overall Status 

- Complete
- On Track
- Minor Disruption
- Major Disruption
- Not Started
- Future

Action Items

2023 TIB Maintenance Grants-McEvoy Overlay & East side Chipseal	Last Update 05/1/2024	Progress  90%	Status ● On Track
Loop Rd. Waterline	Last Update 06/27/2023	Progress  100%	Status ● Complete
Wastewater Treatment Plant Improvements	Last Update 05/1/2024	Progress  90%	Status ● Major Disruption
Water Treatment Plant Improvements	Last Update 05/1/2024	Progress  0%	Status ● Future
Leavens Improvements	Last Update 05/1/2024	Progress  0%	Status ● Future
Lasher Corridor	Last Update 05/1/2024	Progress  10%	Status ● On Track
Frank Johns South	Last Update 05/1/2024	Progress  0%	Status ● Future
Kanaka Underpass	Last Update 05/1/2024	Progress  0%	Status ● Future
Lakeview Paving	Last Update 05/1/2024	Progress  50%	Status ● On Track
Rock Creek Bridge Replacement	Last Update 05/1/2024	Progress  0%	Status ● Future
Long Term Water Supply Evaluation	Last Update 05/1/2024	Progress  15%	Status ● On Track













Columbia Avenue Realignment	Last Update	06/6/2024	Progress  25%	Status  On Track
Cascade Avenue Utility Improvements	Last Update	05/1/2024	Progress  20%	Status  On Track
Collection System Improvements-Phase I	Last Update	07/13/2023	Progress  100%	Status  Complete
Main D Extension	Last Update	07/13/2023	Progress  100%	Status  Complete
First Street Overlook	Last Update	05/1/2024	Progress  50%	Status  On Track
Collection System Improvements-Phase II	Last Update	05/1/2024	Progress  60%	Status  Minor Disruption
Identify, Plan and Prioritize Deferred Maintenance	Last Update	05/1/2024	Progress  40%	Status  Minor Disruption

Action Items

2023 TIB Maintenance Grants-McEvoy Overlay & East side Chipseal

Status and Progress

Last Update 05/1/2024	Progress  90%	Status  On Track	Note Remaining funds to be used in 2024 on Chinidere streets not completed in 2023.
Last Update 02/26/2024	Progress  95%	Status  Minor Disruption	Note Questions regarding reimbursement. Reached out to Vaughn @ TIB.
Last Update 11/7/2023	Progress  95%	Status  On Track	Note Final reimbursement request made to TIB.
Last Update 09/28/2023	Progress  95%	Status  On Track	Note All work complete and invoices received. Reimbursements requested.
Last Update 06/27/2023	Progress  74%	Status  On Track	Note McEvoy Overlay has been completed. Prep work is in process for the chipsealing of east side streets.

Action Items

Loop Rd. Waterline

Status and Progress

Last Update

06/27/2023

Progress



Status

● Complete

Note

Project was designed in 2021-2022 and constructed in 2023. Replaced a section of AC pipe and cleaned up some valve clusters.

Action Items

Wastewater Treatment Plant Improvements

Status and Progress

Last Update	Progress	Status	Note
05/1/2024	Progress  90%	Status  Major Disruption	Note Project continues to progress. Lab building demoed and roughed in. ATS switch still delayed and has pushed project completion to Spring 2025.
02/26/2024	Progress  85%	Status  Major Disruption	Note Contractor is out of the ground, working on installing equipment and bringing it online.
02/26/2024	Progress  85%	Status  Minor Disruption	Note Continuing...still waiting on delayed electrical equipment.
01/26/2024	Progress  85%	Status  Major Disruption	Note Project continues. Contractor plans to largely demobilize in March while they wait on delayed electrical equipment.
12/26/2023	Progress  70%	Status  Major Disruption	Note Construction continues. Schedule has been pushed to early 2025.
11/7/2023	Progress  65%	Status  Major Disruption	Note Construction continues. Lead times on critical electrical and control equipment delays the project by 5 months. New proposed finish date in August 2024.
09/28/2023	Progress  50%	Status  On Track	Note Project advances. Basins are poured and cured. Blower building and electrical in the works.



Last Update
06/27/2023



Status

● Major Disruption

Note








Construction of the aeration basins is wrapping up and work is beginning on the Headworks. A major delay of a key relay switch pushed the project out to August of 2024.



Action Items

Water Treatment Plant Improvements

Status and Progress















Last Update	Progress	Status	Note
05/1/2024	Progress  0%	Status ● Future	Note Improvements contingent on results of Long Term Water Supply Study and the decision whether to transition to groundwater source as our primary.
02/26/2024	Progress  0%	Status ● Future	Note --
02/26/2024	Progress  0%	Status ● Future	Note --
11/7/2023	Progress  0%	Status ● Future	Note --
11/7/2023	Progress  10%	Status ● On Track	Note Backwash mechanism replacement complete. Hold for repainting in the Spring.
09/28/2023	Progress  5%	Status ● On Track	Note Backwash replacement quote received and accepted. Painting request for bids in the Spring for Summer work.
07/13/2023	Progress  0%	Status ● Not Started	Note --



Action Items

Leavens Improvements















Status and Progress

Last Update	Progress	Status	Note
05/1/2024	Progress  0%	Status  Future	--
02/26/2024	Progress  0%	Status  Future	--
01/26/2024	Progress  0%	Status  Future	No change.
12/26/2023	Progress  0%	Status  Future	No change
11/7/2023	Progress  5%	Status  Future	No change
09/28/2023	Progress  3%	Status  On Track	No change
07/13/2023	Progress  5%	Status  On Track	Note Met with PUD to discuss undergrounding utilities and removing pole in the parking lane along Leavens ahead of, or at the same time as the street project takes place. Planned for 2025 construction pending TIB funding.

Action Items

Lasher Corridor















Status and Progress

<p>Last Update 05/1/2024</p>	<p>Progress  10%</p>	<p>Status  On Track</p>	<p>Note Received \$800k in Direct Appropriation funds. Going after additional funding and continuing to scope the project to maximize community benefit. Anticipate Design 2024 and Construction 2025</p>
<p>Last Update 02/26/2024</p>	<p>Progress  0%</p>	<p>Status  Future</p>	<p>Note Updates regarding funding for the Lasher Street project: House passed budget and this project is on a list they propose to fund.</p>
<p>Last Update 01/26/2024</p>	<p>Progress  0%</p>	<p>Status  Future</p>	<p>Note No change.</p>
<p>Last Update 12/26/2023</p>	<p>Progress  0%</p>	<p>Status  Future</p>	<p>Note No change</p>
<p>Last Update 11/7/2023</p>	<p>Progress  3%</p>	<p>Status  Future</p>	<p>Note Lasher funding put off. Construct in 2027 per CIP.</p>
<p>Last Update 09/28/2023</p>	<p>Progress  5%</p>	<p>Status  Minor Disruption</p>	<p>Note No change</p>
<p>Last Update 07/13/2023</p>	<p>Progress  5%</p>	<p>Status  Minor Disruption</p>	<p>Note Initial grant application for part of the project was not successful. Staff will reapply in the next funding cycle and look at other options for project completion.</p>

Action Items

Frank Johns South





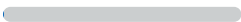









Status and Progress

Last Update 05/1/2024	Progress  0%	Status  Future	Note Grayling not able to complete the survey and public outreach. Scoping and Funding target schedule is 2025
Last Update 02/26/2024	Progress  5%	Status  On Track	Note Still in Scoping/Preliminary Engineering phase. Still in Scoping/Preliminary Engineering phase.
Last Update 01/26/2024	Progress  5%	Status  On Track	Note Project with Grayling for next steps. Schedule in smartsheets.
Last Update 12/26/2023	Progress  3%	Status  Not Started	Note Discussed with Grayling next steps - survey, ROW, and public engagement are next steps.
Last Update 11/7/2023	Progress  3%	Status  Future	Note Funding in Fall 2024, Design in 2025/2026, Construction in 2027.
Last Update 09/28/2023	Progress  0%	Status  Not Started	Note No change
Last Update 07/13/2023	Progress  0%	Status  Not Started	Note --

Action Items

Kanaka Underpass

Status and Progress

<p>Last Update 05/1/2024</p>	<p>Progress  0%</p>	<p>Status  Future</p>	<p>Note Schedule update - Scoping 2025, Funding 2026, Design 2027, Construction 2028</p>
<p>Last Update 02/26/2024</p>	<p>Progress  0%</p>	<p>Status  Future</p>	<p>Note --</p>
<p>Last Update 01/26/2024</p>	<p>Progress  0%</p>	<p>Status  Future</p>	<p>Note No change</p>
<p>Last Update 12/26/2023</p>	<p>Progress  0%</p>	<p>Status  Future</p>	<p>Note No change</p>
<p>Last Update 11/7/2023</p>	<p>Progress  0%</p>	<p>Status  Future</p>	<p>Note Funding 2025, Design 2026/2027, Construction 2027/2028</p>
<p>Last Update 09/28/2023</p>	<p>Progress  5%</p>	<p>Status  On Track</p>	<p>Note BNSF has an easement request process which we will work towards once staff capacity improves.</p>
<p>Last Update 07/13/2023</p>	<p>Progress  5%</p>	<p>Status  Major Disruption</p>	<p>Note Initial engineering stalled when no easement under the railroad tracks could be found, and the right of way is not on the original plat of the city. The property is owned by BNSF and the next step is to reach out and see if they have documentation.</p>

Action Items

Lakeview Paving

Status and Progress

Last Update
05/1/2024

Progress
 50%

Status
● On Track

Note
Plan to advertise and construct in Summer 2024.

Last Update
02/26/2024

Progress
 52%

Status
● On Track

Note
Public outreach completed December 22, 2023. Moving forward with paving plan.

Last Update
11/7/2023

Progress
 50%

Status
● On Track

Note
Funding in 2024 budget. Next steps to reach out to neighborhood.

Last Update
09/28/2023

Progress
 50%

Status
● Minor Disruption

Note
Design complete and bid package available. Will be discussed for 2024 budget as the cost estimate is higher than could justify for 2023 budget amendment. Next step is to provide to neighborhood for comment.

Last Update
07/13/2023

Progress
 10%

Status
● On Track








Note
Project engineered and estimated costs determined. Working to include in 2023 budget amendment to move forward.



Action Items

Rock Creek Bridge Replacement

Status and Progress











Last Update	Progress	Status	Note
05/1/2024	Progress  0%	Status ● Future	--
02/26/2024	Progress  0%	Status ● Future	--
01/26/2024	Progress  5%	Status ● Future	Note No change.
12/26/2023	Progress  0%	Status ● Future	Note No change
11/7/2023	Progress  0%	Status ● Major Disruption	Note No change
09/28/2023	Progress  5%	Status ● Major Disruption	Note Funding application submitted based upon incorrect information regarding bridge condition and no funding received. This project will not advance.
07/13/2023	Progress  5%	Status ● Minor Disruption	Note Funding applied for and initially denied due to the condition of the bridge not meeting requirements. An on-site meeting with the funding agency is planned for August to review the condition of the bridge to determine need.



Action Items

Long Term Water Supply Evaluation





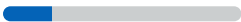

Status and Progress

Last Update 05/1/2024	Progress  15%	Status  On Track	Note Constant Rate Pump Test completed. Grayling working on short term (for this summer) and long term scopes of work.
Last Update 02/26/2024	Progress  5%	Status  On Track	Note Working towards Engineering RFQ.
Last Update 11/7/2023	Progress  5%	Status  On Track	Note Funding for Well Assessment application complete and submitted. Static water level transducer to be installed in the well in early Nov as we await the results of the grant application.
Last Update 09/28/2023	Progress  5%	Status  On Track	Note Funding identified for well stress test and wellhead modeling. Hydrogeo analyses may inform opportunities for modifications to current well. Cost estimates for repair of Rock Creek Intake and Treatment Upgrades for Hegewald Well as Grayling Deliverab
Last Update 07/13/2023	Progress  10%	Status  On Track	Note Contracted with Grayling Engineering to evaluate repairs needed or if it needs to be replaced.

Action Items

Columbia Avenue Realignment

Status and Progress








Last Update 06/6/2024	Progress  25%	Status ● On Track	Note No Change. Funding avenues and property acquisition being evaluated.
Last Update 05/1/2024	Progress  0%	Status ● On Track	Note No change
Last Update 02/26/2024	Progress  25%	Status ● On Track	Note Feasibility study submitted. Land acquisition in process.
Last Update 02/26/2024	Progress  20%	Status ● On Track	Note Advancing project forward with Funding Applications.
Last Update 10/24/2023	Progress  20%	Status ● On Track	Note Initial feasibility plan almost complete. Expected submission by the end of the year.
Last Update 07/13/2023	Progress  15%	Status ● On Track	Note Initial development feasibility is being reviewed to determine whether or not to move forward with the project.



Action Items

Cascade Avenue Utility Improvements

Status and Progress

Last Update	Progress	Status	Note
05/1/2024	Progress  20%	Status ● On Track	Note Design advancing. Survey and geotech investigations completed.
02/26/2024	Progress  17%	Status ● On Track	Note On call engineer developing SOW for design phase. Funding acquired and contract draft provided to City for review.
02/26/2024	Progress  15%	Status ● On Track	Note DAHP Determination - Letter Received 2/7/2024
01/26/2024	Progress  15%	Status ● On Track	Note Funding secured and in 2024 Budget - PWB. RFQ being drafted for consultant services - design with option to extend.
11/7/2023	Progress  10%	Status ● Minor Disruption	Note Funding with better terms be researched.
09/28/2023	Progress  5%	Status ● On Track	Note Funding received from Public Works Board - loan but not distressed. May decide not to accept and push project.
07/13/2023	Progress  5%	Status ● On Track	Note Funding applied for and awaiting decisions. Will know more at the end of August.



Action Items

Collection System Improvements-Phase I

Status and Progress

Last Update

07/13/2023

Progress



Status

● Complete

Note

Project mostly complete. Final USDA on-site inspection for project close-out scheduled for August 17, 2023.



Action Items

Main D Extension

Status and Progress

Last Update
07/13/2023

Progress
 **100%**

Status
 Complete














Note
Project completed and retainage paid.



Action Items

First Street Overlook

Status and Progress















<p>Last Update 05/1/2024</p>	<p>Progress  50%</p>	<p>Status  On Track</p>	<p>Note CEI contract awarded. CN bids in and low bidder identified. Contract to be awarded and NTP this month.</p>
<p>Last Update 02/26/2024</p>	<p>Progress  30%</p>	<p>Status  On Track</p>	<p>Note Construction Engineer RFQ on website 2/16, first publication 2/21- Second 2/28. Notification of Successful bidder 3/25.</p>
<p>Last Update 01/26/2024</p>	<p>Progress  20%</p>	<p>Status  Minor Disruption</p>	<p>Note WSDOT paperwork efforts continue. WSP deliverables delayed to end of January.</p>
<p>Last Update 12/26/2023</p>	<p>Progress  15%</p>	<p>Status  On Track</p>	<p>Note Updated cost estimate received. Updated plans/specs due mid Jan. Communication with WSDOT ongoing. TIB funding contract in place.</p>
<p>Last Update 11/7/2023</p>	<p>Progress  12%</p>	<p>Status  On Track</p>	<p>Note Contract signed to complete design with WSP.</p>
<p>Last Update 09/28/2023</p>	<p>Progress  12%</p>	<p>Status  On Track</p>	<p>Note Proposal from WSP received for Final Design and Bid Support. Negotiations and Scope clarification in progress.</p>
<p>Last Update 07/13/2023</p>	<p>Progress  10%</p>	<p>Status  On Track</p>	<p>Note Major funding for project secured through WSDOT Transportation Alternatives Grant. Working on TIB funding and other sources to complete project. Engineering RFQ will be going out soon.</p>



Action Items

Collection System Improvements-Phase II

Status and Progress













Last Update	Progress	Status	Note
05/1/2024	Progress  60%	Status  Minor Disruption	Note Fairgrounds nearing completion and Kanaka underway. Cascade PS has change impacts due to stormwater outfall repair required
02/26/2024	Progress  45%	Status  On Track	Note Contractor working on Fairgrounds PS. Planned completion is Oct 2024.
01/26/2024	Progress  40%	Status  On Track	Note Construction kick off meetings. Will break ground at Fairgrounds PS last week in Jan. Schedule transition from Cascade PS first due to unforeseen stormwater culvert.
12/26/2023	Progress  10%	Status  On Track	Note Due to start in Feb.
11/7/2023	Progress  10%	Status  On Track	Note No change
09/28/2023	Progress  10%	Status  On Track	Note Project awarded to Ajax NW. Preconstruction Meeting (#1) on 9/28/23. Target start date is end of January with completion October 2024.
07/13/2023	Progress  10%	Status  On Track	Note Project out to bid. Construction anticipated to complete by October of 2024.



Action Items

Identify, Plan and Prioritize Deferred Maintenance

Status and Progress

<p>Last Update 05/1/2024</p>	<p>Progress  40%</p>	<p>Status  Minor Disruption</p>	<p>Note no change</p>
<p>Last Update 02/26/2024</p>	<p>Progress  35%</p>	<p>Status  Minor Disruption</p>	<p>Note PWDept continues to work on configuration with CW staff and consultants.</p>
<p>Last Update 01/26/2024</p>	<p>Progress  25%</p>	<p>Status  Minor Disruption</p>	<p>Note City staff met with CityWorks management to discuss how to move project forward. PW staff dedicating time to advance GIS and Work Order setup.</p>
<p>Last Update 12/26/2023</p>	<p>Progress  25%</p>	<p>Status  Minor Disruption</p>	<p>Note Staff availability continues to be an issue. Plan identify to use some PW field staff to get through configuration and implementation.</p>
<p>Last Update 11/7/2023</p>	<p>Progress  20%</p>	<p>Status  Minor Disruption</p>	<p>Note GIS and Asset Management Software completion and implementation have stalled due to staff availability</p>
<p>Last Update 09/28/2023</p>	<p>Progress  20%</p>	<p>Status  On Track</p>	<p>Note PW Strategic Plan 80% complete. This effort used as a way to advance this task. Feedback provided to staff on the importance of this task. PW crew interested in support in this area. Asset Management software, when fully implemented, will be a tool.</p>

Strategies

Parks and Outdoor Space

Overall Progress  52%

Overall Status 

● Complete ● On Track ● Minor Disruption
● Major Disruption ● Not Started ● Future

Action Items

Develop Shoreline Public Access Plan

Last Update
02/27/2024

Progress  96%

Status
● On Track

Develop Parks Plan

Last Update
02/26/2024

Progress  95%

Status
● Minor Disruption

Park Plaza

Last Update
02/26/2024

Progress  10%

Status
● On Track

Improve Overall Parks and Recreation Activities in the City

Last Update
02/27/2024

Progress  5%

Status
● On Track




Action Items

Develop Shoreline Public Access Plan

Status and Progress

Last Update
02/27/2024

Progress
 **96%**

Status
 On Track

Note
Dec 2023 PC meeting commission approved the permit subject to conditions and findings of fact. Permit holder is negotiating the amt of pymt in lieu of public access and their proportionate share of project cost.

Last Update
08/2/2023

Progress
 **95%**

Status
 Minor Disruption

Note
Updated draft plan is available for public review and comment. SEPA threshold determination has been made. The Planning Commission will hold a public hearing in August whereafter a recommendation of approval could be made.

Last Update
06/27/2023

Progress
 **85%**

Status
 Minor Disruption

Note
The initial draft has been presented and is now undergoing revisions. The revised draft will be presented to council at the July 20th meeting.



Action Items

Develop Parks Plan

Status and Progress

Last Update
02/26/2024


Progress
 **95%**

Status
 Minor
Disruption

Note
Full Draft Plan is currently undergoing public review. SEPA threshold determination has been made. Direct outreach to agency partners and adjacent property owners is underway. Broad public outreach is occurring.

Last Update
11/13/2023


Progress
 **50%**

Status
 On Track

Note
Consultant retained. Public involvement and existing inventory work underway.

Last Update
06/27/2023

Progress
 **10%**

Status
 On Track

Note
The RFP for a consultant has been posted and responses are due June 28th. The goal is to have a consultant chosen and a contract presented to council for approval at the July 20th council meeting.

Attachments

- [Draft Parks, Recreation and Open Space \(PROS\) Plan](#)
- [Draft PROS Plan Appendices](#)




Action Items

Park Plaza

Status and Progress

Last Update
02/26/2024


Progress
 10%

Status
 On Track

Note
Scope of project narrowed to east of the existing stairs. Revised designs and second round of engagement on the project will take place late March/early April. Project continues to be coordinated with Skamania County to address public concerns.

Last Update
10/24/2023

Progress
 5%

Status
 On Track

Note
Kickoff meeting for phase 1 of the design held and plans are coming together for the public engagement portion for the revised design. The initial event will take place on December 1st at the Christmas in the Gorge tree lighting and parade.

Last Update
06/27/2023

Progress
 5%

Status
 Minor Disruption

Note
The RFQ for consultant services is published and responses are due July 12th. The goal is to have a shovel-ready project by the end of 2024 to meet Commerce grant deliverables.



Action Items

Improve Overall Parks and Recreation Activities in the City

This includes possibly adding a dog park, increase green space, support the pool and improving overall the parks in the city. Most of this will be addressed in the Parks Plan and no timeline is set for this Action item.

Status and Progress

Last Update

02/27/2024

Progress



Status

 On Track

Note

Parks Plan is on track. DCGW provided their comprehensive report. There will be more meetings to work on how to move the Parks Plan forward. Will update accordingly.

Strategies

Developments with Utility Partners (gas, electric, broadband, phone, etc.)

Overall Progress  45%

Overall Status 

● Complete ● On Track ● Minor Disruption
● Major Disruption ● Not Started ● Future

Action Items

Develop a Broadband Plan

Last Update
02/26/2024

Progress  90%

Status
● Minor Disruption

Develop Undergrounding Plan

Last Update
02/26/2024

Progress  0%

Status
● Future



Action Items

Develop a Broadband Plan

Status and Progress

Last Update
02/26/2024

Progress
 90%

Status
● Minor
Disruption

Note
Initial contacts with both incumbent and new fiber providers have been made. Awaiting possible legislative action related to the statewide deployment plan/match requirements.

Last Update
08/2/2023

Progress
 90%

Status
● On Track

Note
A countywide Broadband Rapid Design Study completed. The study recommends working with incumbent fiber providers to expand the system with fiber to the premises (FTTP) of Stevenson locations. Next steps are still being developed.

Last Update
06/27/2023

Progress
 13%

Status
● Major
Disruption

Note
The City is partnering with the County for a state-level consultant on Plan development. Unfortunately Stevenson does not qualify to be included in the study this time around and the County needs to lead the projects for funding.







Action Items

Develop Undergrounding Plan

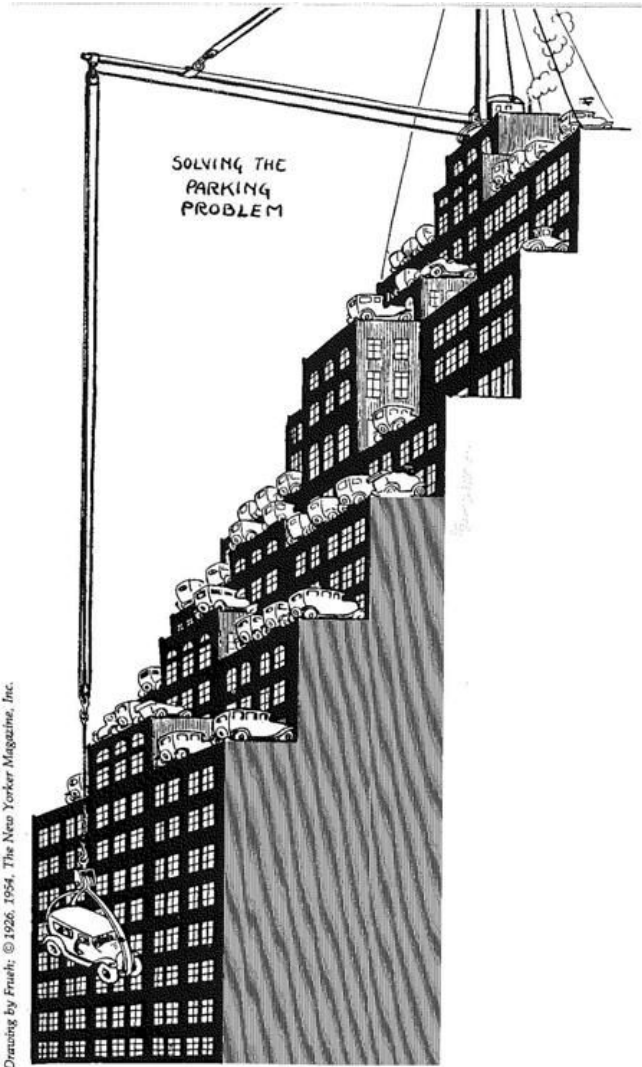
In discussions with Skamania PUD, the city needs to hire a consultant to establish a plan with associated costs for implementation in coordination with the PUD. The PUD cannot develop the plan.

Status and Progress

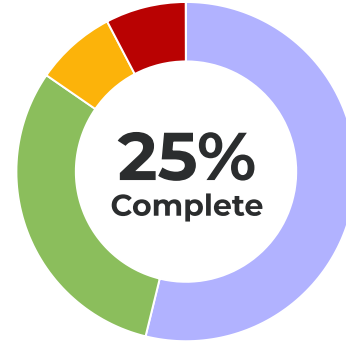
Last Update 02/26/2024	Progress  0%	Status  Future	Note Waiting for DNR grant notification.
Last Update 01/26/2024	Progress  0%	Status  Future	Note Grant application to DNR submitted for Utility Canopy Conflict to identify corridors with tree conflicts and identify concept level costs.

Focus Areas

Improve Land Use and Development Planning



Overall Progress



- Complete
 - On Track
 - Minor Disruption
 - Major Disruption
 - Not Started
 - Future
- 0 Action Items (0%)**
 - 4 Action Items (31%)**
 - 1 Action Items (8%)**
 - 1 Action Items (8%)**
 - 0 Action Items (0%)**
 - 7 Action Items (54%)**

Strategies

- Complete
- On Track
- Minor Disruption
- Major Disruption
- Not Started
- Future

Planning and Zoning Updates

Action Items **4**

Progress



Status



Housing

Action Items **5**

Progress



Status



Strengthen Partnerships

Action Items **4**

Progress



Status



Strategies

Planning and Zoning Updates

Overall Progress  60%

Overall Status 

● Complete ● On Track ● Minor Disruption
● Major Disruption ● Not Started ● Future

Action Items

Update Engineering Standards

Last Update
02/27/2024

Progress  50%

Status
● On Track

Modify Parking Regulations (loading zones, restricted parking, time limits, etc.)

Last Update
02/27/2024

Progress  85%

Status
● On Track

Establish Parking Fee In-Lieu Program

Last Update
02/27/2024

Progress  65%

Status
● On Track

Establish Annexation Policy

Last Update
02/27/2024






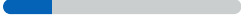

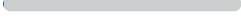
Progress  41%

Status
● Minor Disruption

Action Items

Update Engineering Standards

Status and Progress

Last Update 02/27/2024	Progress  50%	Status ● On Track	Note Eng Stds are being updated. Updates for Chpts 1-7 have been added to calendar for completion and review.
Last Update 11/7/2023	Progress  10%	Status ● Minor Disruption	Note Staff availability continues to stall this project.
Last Update 09/28/2023	Progress  10%	Status ● Minor Disruption	Note Staff capacity has stalled progress on this project.
Last Update 06/6/2023	Progress  20%	Status ● On Track	Note --
Last Update 06/6/2023	Progress  0%	Status ● Not Started	Note --
Last Update 05/31/2023	Progress  20%	Status ● On Track	Note Updating Status and Progress to reflect current situation.
Last Update 05/30/2023	Progress  20%	Status ● Not Started	Note --
Last Update 05/30/2023	Progress  0%	Status ● On Track	Note Selected City of Washougal Standards to modify to fit the City of Stevenson. First review of document for overall changes and direction has been completed. The next deliverable of a chapter reviewed for detail will be sent next week .




Action Items

Modify Parking Regulations (loading zones, restricted parking, time limits, etc.)

Status and Progress

Last Update
02/27/2024


Progress
 85%

Status
 On Track

Note
As of PC meeting Feb 12, Parking Committee needs to schedule a meeting. Ready to present to the Commission once they decide priorities. Will know more by March meeting.

Last Update
10/24/2023


Progress
 80%

Status
 On Track

Note
A second parking study took place. The second review of a draft ordinance will be presented to council by the end of the year.

Last Update
05/30/2023

Progress
 75%

Status
 On Track

Note
Initial draft ordinance reviewed by Council in April 2023. A second council review is planned for July 20th.



Action Items

Establish Parking Fee In-Lieu Program

Status and Progress

Last Update
02/27/2024



Status
● On Track

Note
Parking Committee working on Payment in Lieu for onsite, new construction and new businesses. Looking into grants, or other ways to get funds upfront, and will look to include "No Action" items.

Last Update
05/30/2023



Status
● On Track

Note
The Parking Committee has met and is planning an additional survey in July to further identify the issue. Infrastructure for future improvements are being refined. Estimates are being prepared to present to council.



Action Items

Establish Annexation Policy

Status and Progress

Last Update
02/27/2024

Progress
 41%

Status
● Minor
Disruption

Note
As per subcommittee lead, Jeff Breckel, Annexation Committee has not met. There are no updates. Was hoping sewer issues would be resolved, but they have not. Waiting on those decisions to move forward.

Last Update
11/13/2023

Progress
 40%

Status
● Minor
Disruption

Note
Committee Created. Guidance on annexation method, area, financial indebtedness gathered. Guidance on utility services on hold.

Last Update
08/2/2023

Progress
 10%

Status
● Major
Disruption

Note
Planning Commission subcommittee lead had scheduling conflicts in early 2023. Subcommittee activities resumed in July. A subcommittee draft policy is anticipated in August. The draft will be used to identify the appropriate public outreach strategy.

Last Update
05/30/2023

Progress
 5%

Status
● Major
Disruption

Note
Planning Commission has added this to their yearly plan with an initial goal of completion mid-2023. Progress is delayed due to staff turnover at the County Planning Department.



Strategies



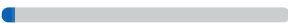


Housing

Overall Progress  16%

Overall Status 

- Complete
- On Track
- Minor Disruption
- Major Disruption
- Not Started
- Future

Action Items

Reduce System Development Charges	Last Update 02/26/2024	Progress  75%	Status ● On Track
Workforce Housing	Last Update 06/6/2024	Progress  0%	Status ● Future
Zoning/Minimum Density Requirements	Last Update 02/27/2024	Progress  5%	Status ● Future
Explore Community Land Trust Program and Other Tools	Last Update 06/6/2024	Progress  0%	Status ● Future
Purchase Property for Land Trust or Other Tools Chosen	Last Update 06/6/2024	Progress  0%	Status ● Future




Action Items

Reduce System Development Charges

Status and Progress

Last Update
02/26/2024

Progress
 **75%**

Status
 On Track

Note
System Development Charge updates include option for reduced costs for smaller homes. Currently awaiting further comment and adoption.




Action Items

Workforce Housing

Status and Progress

Last Update
06/6/2024


Progress
 0%

Status
 Future

Note
--

Last Update
02/27/2024

Progress
 0%

Status
 Not Started

Note
Met with Lodge regarding workforce housing possibilities. They will reach out when ready to provide plans.


Action Items

Zoning/Minimum Density Requirements

Status and Progress

Last Update
02/27/2024

Progress
 5%

Status
 Future

Note
Zoning/Density discussion opened during Feb 2024 PC meeting. Community Director provided report on res street side setback req and a periodic zoning use review. More to come.



Action Items

Explore Community Land Trust Program and Other Tools

Status and Progress

Last Update

06/6/2024

Progress



Status

● Future

Note

--


Action Items

Purchase Property for Land Trust or Other Tools Chosen

Status and Progress

Last Update
06/6/2024

Progress
 **0%**

Status
 Future

Note
--



Strategies

Strengthen Partnerships

Overall Progress  0%

Overall Status 


● Complete ● On Track ● Minor Disruption
● Major Disruption ● Not Started ● Future

Action Items

Improve Partnership with Skamania County on Overall Public Safety

Last Update **06/6/2024**

Progress  0%

Status  Future

Align Zoning and Street Standards with Skamania County for Urban Growth Boundary

Last Update **02/26/2024**


Progress  0%

Status  Major Disruption

Coordinate Legislative Visits and Requests with Neighboring Agencies

Last Update **06/6/2024**


Progress  0%

Status  Future

Develop Carson Ridge Road (?)

Last Update **02/26/2024**

Progress  0%

Status  Future

Action Items

Improve Partnership with Skamania County on Overall Public Safety

Status and Progress

Last Update

06/6/2024

Progress



Status

● Future

Note

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Action Items

Align Zoning and Street Standards with Skamania County for Urban Growth Boundary

Status and Progress

Last Update
02/26/2024

Progress
 0%

Status
● Major Disruption

Note
No update. Timeline still controlled by the County.

Last Update
05/30/2023

Progress
 0%

Status
● Major Disruption

Note
Progress has been stalled due to staff changes with Skamania County Public Works Director and within the Skamania County Planning Department. Timeline controlled by the County.




Action Items

Coordinate Legislative Visits and Requests with Neighboring Agencies

Status and Progress

Last Update
06/6/2024

Progress
 **0%**

Status
 Future









Note
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Action Items

Develop Carson Ridge Road (?)

Status and Progress

Last Update 02/26/2024	Progress  0%	Status  Future	Note No change.
Last Update 11/7/2023	Progress  0%	Status  Future	Note No change
Last Update 09/28/2023	Progress  0%	Status  Future	Note No change
Last Update 08/24/2023	Progress  0%	Status  Future	Note --