



Memorandum

Date: 11/6/2023
Meeting of: City Council

File No. AM No. 23-164
Type: New Business

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

Executive	Malisa Files	425-556-2166
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DEPARTMENT STAFF:

N/A	N/A	N/A
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TITLE:

Approval of the Community Strategic Plan (CSP)

OVERVIEW STATEMENT:

The Community Strategic Plan provides the work plan for the City and guidance for the City's programs and services. It includes strategic initiatives with associated objectives, strategies, measures, and actions that will be implemented within the community over a specific time period. The latest version of the CSP in Attachment A includes Council requested changes as well as the following:

- Adding a financial section to describe the work Council is doing around revenues/resources
- Aligning the language with the 2023-2024 budget
- Aligning the language with the 2023 Council Retreat Priorities
- Revising per Council input

Staff is requesting Council approve the latest version of the CSP inclusive of the changes noted above.

☒ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information** ☐ **Provide Direction** ☒ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Comprehensive Plan, Council Priorities and 2023-2024 Budget.
- **Required:**
N/A
- **Council Request:**
The Community Strategic Plan was last updated in 2021. Consistent with past practice, the CSP is updated to

include updated Council priorities and 2023-2024 Budget programs.

- **Other Key Facts:**
N/A

OUTCOMES:

The latest version of the CSP has been updated to include new work plan items and performance measures. The new version of the CSP will be used to inform the 2025-2026 budget process.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
The City continually seeks input on City programs, services, and plans. Page 6 of the Community Strategic Plan outlines the various ways the City seeks input from the community.
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:
N/A

Approved in current biennial budget: ☒ **Yes** ☐ **No** ☐ **N/A**

Budget Offer Number:
The CSP incorporates the programs in a variety of budget offers.

Budget Priority:
All budget priorities are encompassed in the CSP including healthy and sustainable, safe and resilient, vibrant and connected, and strategic and responsive.

Other budget impacts or additional costs: ☐ **Yes** ☐ **No** ☒ **N/A**

If yes, explain:
N/A

Funding source(s):
N/A

Budget/Funding Constraints:
N/A

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
10/10/2023	Committee of the Whole - Finance, Administration, and Communications	Receive Information

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:

The CSP is under no time constraint to be updated and adopted, however, staff will use the document to inform the next budget process.

ANTICIPATED RESULT IF NOT APPROVED:

If the CSP is not updated, the major initiatives of the City will remain out of date.

ATTACHMENTS:

Attachment A: Community Strategic Plan 2023 Update