

Clatsop County Commission  
Work Session V, 1 December 2020  
Strategic Plan

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Agenda

Agenda, Work Session 5 for Strategic Plan (1 Dec 2020, 12 - 2 PM)

- 12:00** Call to order; introductions; agenda
- 12:05** **Item 1 Draft Plan content: review, amendment, and approval**  
**Commission discussion and approval**  
“Approval” here means that the text of the draft (with any agreed on amendments) is ready for final layout in a Plan document that will go to the Board of Commissioners in January for formal approval.
- 1:15** **Item 2 Final steps in the process: review, amendment, and approval**  
**Commission discussion and approval**
- 2:00** Close

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Clatsop County Commission  
Work Session V, 1 December 2020  
Item 1. Final Draft Plan

Review, Amendment, Approval  
Plan content, supporting Appendices, Plan format

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The Strategic Plan (approved outline)

- 0 Front Material (4 pages)**  
Cover 20 – 30 Pages.  
Acknowledgements Supporting appendices.  
Table of Contents A separate, high-quality,  
Summary (Plan on a Page) 2-to-4-page summary.
- 1 Introduction (3 - 4 pages)**  
Why local governments create strategic plans  
Why Clatsop County created this strategic plan now  
How the County created and will use this Strategic Plan  
How to read this Strategic Plan
- 2 Foundation for Action (2 pages)**  
This section describes VMVP
- 3 Situation Assessment (3 pages)**  
Summary of what was presented at Work Session 2
- 4 County Actions (total 10 pages)**  
5 categories of Actions; = Focus Areas = Priorities  
two pages and 2 – 3 specific actions per category
- 5 For More Information (1 page)**  
Links to appendices (prior tech work)

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# Overview of the Strategic Plan (as written)

## Table of Contents

<b>1 INTRODUCTION</b>	<b>1</b>
WHY LOCAL GOVERNMENTS CREATE STRATEGIC PLANS	1
WHY CLATSOP COUNTY CREATED THIS STRATEGIC PLAN NOW	2
HOW THE COUNTY CREATED AND WILL USE THIS STRATEGIC PLAN	2
HOW TO READ THIS STRATEGIC PLAN	4
<b>2 FOUNDATION FOR ACTION</b>	<b>5</b>
VISION FOR COUNTY GOVERNMENT	6
MISSION FOR COUNTY GOVERNMENT	6
VALUES FOR COUNTY GOVERNMENT	6
<b>3 SITUATION ASSESSMENT</b>	<b>7</b>
FORCES AFFECTING THE COUNTY'S ABILITY TO DELIVER SERVICES	7
COUNTY PERFORMANCE ON SERVICE DELIVERY	9
<b>4 COUNTY PRIORITIES AND ACTIONS</b>	<b>10</b>
AGREEING ON PRIORITIES	10
ACTIONS TO ADDRESS PRIORITIES	14
<b>5 FOR MORE INFORMATION</b>	<b>22</b>
OVERVIEW OF THE PLANNING PROCESS (CHAPTER 1)	22
MISSION, MISSION, AND VALUES (CHAPTER 2)	22
SITUATION ASSESSMENT (CHAPTER 3)	22
FOCUS AREAS AND ACTIONS (CHAPTER 4)	22

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# Appendices to the Plan (will be available online)

- Overview of the planning process (Chapter 1)
  - Scope of Work; all WS presentations & recordings
- Mission, Mission, and Values (Chapter 2)
  - Tech memo on concepts; WS2 & WS3 presentations; tech memo on adopted language
- Situation Assessment (Chapter 3)
  - WS2 presentation; Situation Assessment report + two appendices
- Focus Areas and Actions (Chapter 4)
  - WS3 presentation (priority areas); tech memo for each focus area; WS4 presentation (actions)

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# The Plan: 6 Levels of Access

Different audiences, purposes, text, formatting

1. All info written/recorded and stored
2. Tech Appendices. Links in Chapter 5 of Plan
3. The Plan. Document we are reviewing today
4. Summary *in the Plan*. Page vii. To be written
5. Summary document and website. Independent of the Plan document. Shorter; more graphics; focus on VMV and Actions. To be written
6. Future materials for Focus Area Actions. To be written

Longer  
More Technical  
Less Formatting  
Detailed, Harder



Shorter  
Less Technical  
More Formatting  
Simpler, Easier

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# Example of Polished Summary and Website

**Opportunity**  
Issaquah's most critical services depend on infrastructure that is in good working order. For years, the City has leveraged growth and development to support expansion and upgrades to its streets, water and sewer systems, buildings and parks. As the City's infrastructure begins to age, this approach is not sustainable. Ongoing maintenance, expansion and replacement are all needed to ensure Issaquah can keep pace with its recent growth and planned future. Issaquah must implement a long-term infrastructure investment program to remain a desirable and vibrant city.

**Background**  
In general, Issaquah has kept up with its infrastructure needs including its roads, utilities, facilities and parks. With new development, the City has worked to ensure "growth pays for growth," and has leveraged development to meet the demands of a growing community. New requirements, regional growth, aging infrastructure and emergent issues highlight the City's need to shift its focus.

**Objectives**  
Plans and resources are in place to operate, maintain and replace infrastructure throughout its lifecycle - (IN1)  
**Potential actions**

- Develop and implement an organization-wide asset management policy and financial plan to ensure sound stewardship of City assets.
- Plan for and budget operations and maintenance costs with all new capital, including both City developed and dedicated.

## Commission Discussion of Plan

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## Clatsop County Commission Work Session V, 1 December 2020 Item 2. Final Steps

Review, Amendment, Approval

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## Status and schedule for completion

- Dec 1. Work Session V: Review and discussion of draft Plan; directions for final
- Dec: final edits; final formatting; summaries
- Jan 2021: Adoption of Plan
  - Exact dates TBD
- Feb 2021: Commission Work Plan for 2021 consistent with the Strategic Plan

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