

# Comprehensive Plan Annual Update 2025

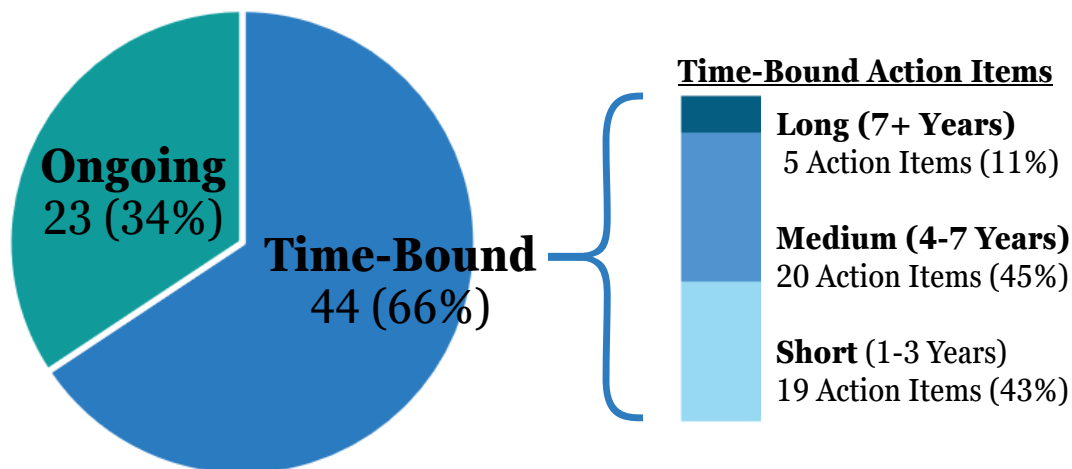
## Action Items Overview

In the 2024 Comprehensive Plan, there are five thematic goals that each have Objectives and Action Items.

The following summary provides an update on the Comprehensive Plan **Action Items**, which are considered the deliverables that the City is tasked with completing in order to accomplish each thematic goal.

### Total Action Items: 67

There are 67 Action Items in the plan: 44 (66%) are Time-Bound and 23 (34%) are Ongoing. The Time-Bound items are assigned to Short, Medium, and Long time frames.



# Project Tracker Glossary

Status	
Manually updated by staff as work progresses.	
Status	Definition
Not Started	No substantial work completed to date.
In Progress	Work is underway.
On Hold	Work has been paused for any reason (Council direction, next steps contingent on grant funds, etc)
Complete	Work is complete.
Retired	City Council has directed staff to discontinue work.

Time Frames (also: Deadlines, Points)				
Deadlines and points are calculated based on the Time Frames in the Comprehensive Plan.				
Time Frame	Points (full)*	Points (partial)*	Early Deadline (EOY)	Final Deadline (EOY)
Short (1-3 Yrs)	5	0.5	2025	2027
Medium (4-7 Years)	10	1.0	2028	2031
Long (7-10 Years)	15	1.5	2031	2034
Ongoing (7-10 Years)	n/a	n/a	2031	2034

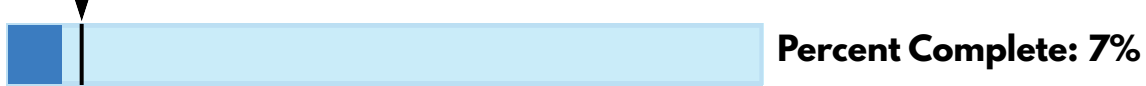
Outlook	
Automatically generated based on the Status and Deadline values in order to provide an indication of project health.	
Outlook	Definition
On Track	Status is any value, and Early Deadline is more than a year away; or, Status is In Progress or Complete when the Early Deadline is less than a year away
Nearing Due	Status is not In Progress or Complete when Early Deadline is less than a year away
At Risk	Status is not In Progress or Complete when Final Deadline is less than a year away
Overdue	Status is not Complete by the Final Deadline
(Complete)	Outlook shows Complete when Status is manually marked Complete
(Retired)	Outlook shows Retired when Status is manually marked Retired; no further work is planned as completion is no longer desired, per City Council.
Ongoing	Ongoing items are not deadline-bound per the Comprehensive Plan, but for purposes of implementation tracking they have been assigned to the 'Long' timeframe with a deadline of 7-10 years; they require an annual update to confirm ongoing implementation.

**\*Points:** Longer term goals are considered a higher level of difficulty or work required, and have therefore been assigned higher point values. Points are accumulated as items are marked 'In Progress' or 'Complete'. 'In Progress' earns one-tenth (1/10) of the point value while 'Complete' earns full points. This weighted system will provide a useful overview of project completion. Completion of all 44 Time-Bound Action Items in the plan would equate to **370 points**.

# Action Items Update: 2025

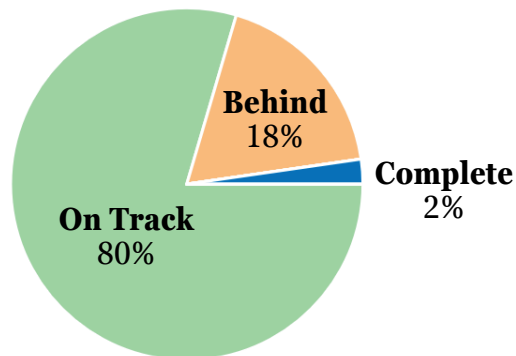
**7% Complete/93% Remaining: ▼ 3% Below Target**

**Year 1 Target: 10%**



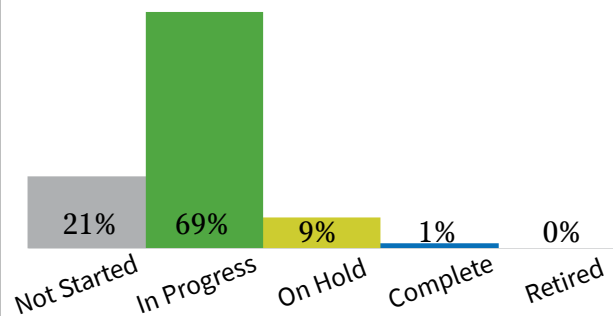
## Outlook of Time-Bound Items Only

*Outlook* is automatically generated based on the Status and Deadline to provide an indication of project health.



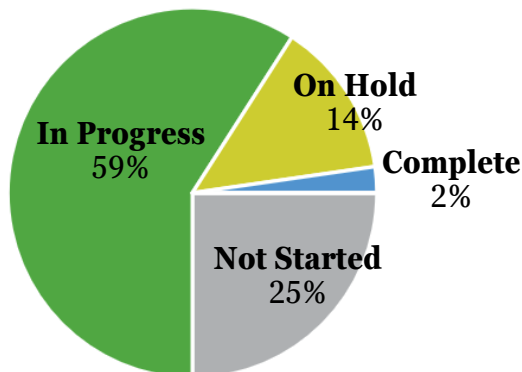
## Status of All Items

*Status* is manually updated by staff as work progresses.



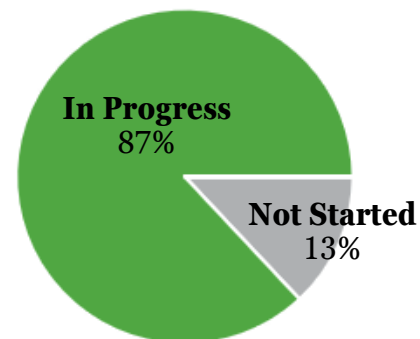
## Status of Time-Bound Items Only

*Status* is manually updated by staff as work progresses.



## Status of Ongoing Items Only

*Status* is manually updated by staff as work progresses.



**Staff Commentary:** The Year 1 update is being delivered in August 2025 as part of an overall project management update and capital budget review. The first true deadline is considered EOY 2025 and staff anticipates that progress will be closer to Target by EOY. Progress is currently aligned with expected.