

### **PROJECT ACTION PLAN**

This Project Action Plan is intended as a tool for planning and monitoring how management staff will achieve the goals and objectives set by the City Council in the 2020-2022 Strategic Workplan. Management staff will complete this form for each Council project, it will be updated periodically and shared during scheduled Council department reports. This information is public, posted on the city's website and used to ensure accountability and share with our community .

<b>Lead Department:</b>	Admin - Matt Brown - mbrown@ci.st-helens.or.us
<b>City Council Goal / Tactic:</b>	Goal 5 – Maintain Effective Master and Facility Plans
<b>Project Summary:</b>	Facility Plans for new Police Station
<b>Estimated Completion:</b>	December 2020

### **ACTION PLAN**

#### **1. Background of Project:**

- The City has begun a planning and feasibility study on a new potential Police Station. The current Police Station does not meet current/future needs. This planning/feasibility study will select a location and look at multiple financing plans to identify what would be best for the community moving forward.

#### **2. Current Status of Project:**

- Initial site analysis complete – Selected 18<sup>th</sup>/Old Portland Rd. as 1<sup>st</sup> option for new PD Station
- Currently awaiting Topography study of the area to better assess wetlands around the area

#### **3. Strategic Steps to Accomplish Project:**

- After topography study, Mackenzie Architecture in Portland will begin a more in-depth plan for the building with a floorplan and rendering.
- Complete a cost estimate of the building.
- Potential 2021 Bond?

#### **4. Estimated Cost of Project:**

- Most of the costs of the study have already been incurred. Additional costs may be involvement with community outreach needs and potential bond marketing materials

#### **5. Barriers to Complete:**

- Having a plan to build a Police Station and then actually building a Police Station are 2 very different discussions. The barriers to finishing the study are minimal and reside mainly on staff/Mackenzie Architecture time. Barriers to building the Police Station will be based on funding requirements.