Town of Lingle Strategic Plan: Annual Review Calendar 2027–2031

Nov 17, 2026 · @Shelly

How Council uses this calendar

Council revisits the 2027–2031 Strategic Plan on a fixed yearly cycle so that confirmed priorities feed directly into each June budget. The cycle has four anchor points: a public annual review in February, budget alignment from April to June, action assignments in July, and a community check-in in October.

- Months assume the Town's July 1 – June 30 fiscal year. Shift the budget months if the Town Clerk's schedule differs.
- A short standing plan check is added to one regular Council meeting each quarter: January, April, July, and October.
- Progress is shared through utility-bill inserts, residents' top choice for Town information, supported by the website, Facebook, email, local newspaper, and posted notices.
- This calendar is a proposed tool. Council may adopt, adjust, or reassign any item.

Annual review calendar

Each year follows the same twelve-month pattern, repeating 2027 through 2031. Goal numbers refer to the plan's five goals: 1 Public safety and essential services, 2 Responsible spending, 3 Main Street, housing, and employment, 4 Recreation and quality of life, 5 Participation, communication, and upkeep.

Month	What Council does	Goals	Result
January	Standing plan check. Staff compile the prior year's scorecard and action-plan status.	All	Draft annual scorecard
February	**Annual public Strategic Plan review.** Review the scorecard, confirm or adjust priorities, and update the five-year project and funding schedule.	All	Confirmed priorities for the next budget

Month	What Council does	Goals	Result
March	Publish the annual progress summary in a utility-bill insert and online. Review the grant calendar and matching-fund needs for the coming year.	2, 5	Public scorecard posted; grant list
April	Standing plan check. Staff prepare budget requests tied to plan actions. Update West Sewer Project and maintenance-facility status.	1, 2	Budget requests linked to actions
May	Review the draft budget against plan priorities, reserves, and utility replacement needs. Reconcile General Fund revenue and expenditures.	2	Draft budget with plan crosswalk
June	Budget hearing and adoption. Adopt the updated five-year project and funding schedule.	2	Adopted budget and schedule
July	Standing plan check. Assign a lead, Town role, target date, cost estimate, and funding approach to each action for the year.	All	Annual action plan
August	Pool, park, and playground season review. Business recruitment and Main Street storefront update.	3, 4	Recreation and business notes
September	Ordinance and zoning review progress: weeds, property upkeep, vacant or unsafe buildings, animals. Snow-removal readiness before winter.	1, 5	Ordinance priorities; winter plan
October	Standing plan check. Community check-in near the anniversary of the October planning session, with a short survey in a utility-bill insert.	5	Resident feedback

Month	What Council does	Goals	Result
November	Review survey results. Public-safety and service-readiness check with police, fire, and emergency partners. Grant application status.	1, 2	Input for the February review
December	Continuity check: staff procedures documented, cross-training, succession planning, and protection of financial, utility-billing, and Town records.	5	Continuity checklist complete

Quarterly standing agenda check

In January, April, July, and October, one regular meeting includes a 10–15 minute plan check built around five questions:

1. Which actions met or missed their target dates since the last check?
2. Has the West Sewer Project's status, cost, or funding path changed?
3. Which grant applications were submitted or awarded, and which are due next quarter?
4. Are there new public-safety or essential-service concerns, such as highway speeding or pedestrian crossings?
5. What should residents hear about in the next utility-bill insert?

Five-year outline

The plan moves from setting the foundation in 2027 to evaluating results and renewing the plan in 2031. These yearly focus areas are suggestions; Council confirms each year's priorities at the February review and through the budget.

Year	Suggested focus	Key milestones to check at the annual review
2027 — Set the foundation	Adopt the plan and build the tools to track it.	Plan adopted by Council action. West Sewer Project status, engineering requirements, cost, and funding path verified. Maintenance-building and Town shop needs clarified. Long-term grant policy and funding plan drafted. Scorecard baselines and targets set. First actions chosen for business recruitment, recreation maintenance, communication, and ordinance review.
2028 — Fund and design	Line up funding and designs for top priorities.	Funding secured or applied for on priority infrastructure. Ordinance updates underway. Pool, pool house, park, and playground maintenance plan with cost estimates. Canal walking path feasibility explored with partners. Reserve-building target in place.
2029 — Build and check midway	Carry out funded projects and hold a mid-plan review.	Funded projects under construction or complete. Mid-plan public review, with a repeat community survey considered. Priorities adjusted for 2030–2031.
2030 — Expand	Advance Main Street, housing, and recreation as funding allows.	Progress on new and expanded businesses and occupied storefronts. Housing rehabilitation partnerships explored. Longer-term recreation ideas evaluated for cost, use, staffing, and maintenance.

Year	Suggested focus	Key milestones to check at the annual review
2031 — Evaluate and renew	Measure five-year results and start the next plan.	Final five-year scorecard published. Community planning session held for the next strategic plan.

Annual review questions by goal

At the February review, Council works through these questions for each goal before confirming priorities.

1. Protect public safety and maintain reliable essential services

- Are police, fire, and emergency services ready, and were highway-speeding and pedestrian-safety concerns reviewed with partners?
- What West Sewer Project milestones were completed, and what is next?
- Is the decision on shared or separate maintenance-building and Town shop facilities made?

2. Spend responsibly and plan ahead

- How many grant applications were submitted and awarded, and were matching funds and operating costs planned?
- Did reserves grow, and is the General Fund reconciled against the adopted budget?
- Is the long-term utility replacement plan current?

3. Strengthen Main Street, housing, and local employment

- How many new or expanded businesses opened, measured against the goal of one or two new businesses?
- How many Main Street storefronts are occupied compared with last year?
- Were any housing rehabilitation or low-interest financing partnerships started?

4. Improve recreation and quality of life

- What pool, pool house, park, and playground maintenance or upgrades were completed?
- Where does the canal walking path stand on access, safety, and maintenance?
- Were tree care, cemetery upkeep, and downtown beautification addressed?

5. Encourage participation, clear communication, and community upkeep

- Did attendance at Town meetings rise, and how many residents volunteered?
- Were utility-bill inserts and other channels used regularly to report progress?
- Which ordinances were reviewed or updated, and are staff procedures and records protected?

Public scorecard

Staff fill in one column each January, and the completed scorecard is presented at the February review and published in March. Baselines and numerical targets are set in 2027; the only target the community has named so far is one or two new businesses.

Measure	Goal	Baseline	2027	2028	2029	2030	2031
Public-safety actions and service-readiness milestones	1						
West Sewer Project milestones completed	1						
Maintenance-facility planning and funding milestones	1						
Grant applications submitted / awarded	2						
Reserves ($)	2						
New and expanded businesses (target: 1–2 new)	3						
Occupied Main Street storefronts	3						
Pool and park improvements completed	4						
Canal walking-path milestones	4						
Town meeting participation (average attendance)	5						

Action plan worksheet

Each July, Council fills in this table for the year's selected actions, as step 5 of the plan's first steps calls for. The rows below are the plan's proposed first actions; add or remove rows as Council decides.

Action	Goal	Lead	Town role	Target date	Cost estimate	Funding approach	Status
Adopt the strategic plan through Council action	All						Not started
Verify West Sewer Project status, engineering requirements, cost, and funding path	1						Not started
Clarify maintenance-building and Town shop needs	1						Not started
Develop long-term grant policy and funding plan	2						Not started
Select first business recruitment action	3						Not started
Select first recreation maintenance action	4						Not started
Start regular progress updates in utility-bill inserts	5						Not started
Begin ordinance and zoning review	5						Not started

Notes for Council

- Confirm budget hearing and adoption dates with the Town Clerk each year and adjust the April–June items to match.
- Survey figures in the plan are recorded selections, not percentages. A repeat survey should record total respondents so results can be compared year to year.
- Potential grants and partnerships are not committed funding. Check eligibility, matching requirements, and ongoing costs before commitments are made.
- WAM's noted difference between General Fund revenue and itemized expenditures is not a verified deficit; reconcile it against the adopted budget during the May review.
- Source: Town of Lingle Strategic Plan Summary, Community Priorities for 2027–2031 (November 2026).