



Maple Valley City Update

November 12, 2019

Events & Activities

Nov 2	<ul style="list-style-type: none"> City Council Retreat
Nov 4	<ul style="list-style-type: none"> City Council Special Meeting—Board & Commission Interviews
Nov 6	<ul style="list-style-type: none"> Planning Commission
Nov 7	<ul style="list-style-type: none"> Finance Committee Public Arts Commission Witte Road Improvement Project Public Open House
Nov 11	<ul style="list-style-type: none"> City Office Closed—Veterans Day
Nov 12	<ul style="list-style-type: none"> City Council Special Meeting
Nov 19	<ul style="list-style-type: none"> Economic Development Commission
Nov 20	<ul style="list-style-type: none"> Finance Committee Planning Commission Parks & Recreation Commission
Nov 25	<ul style="list-style-type: none"> City Council Meeting
Nov 28 & 29	<ul style="list-style-type: none"> City Offices Closed—Thanksgiving Holiday

From the Desk of Laura Philpot

“Is it possible that just two words can make someone’s day or change someone’s life? What if those same two words could change the world?” -- Cheryl Rice

Everyone likes - and needs - to know that they are important and make a difference in someone’s life, whether it is a colleague at work, an acquaintance, a friend, or a family member. Everybody needs to feel appreciated and to hear the words “You Matter”.

You are invited to join the City in spreading goodwill and creating positive connections via the You Matter Marathon. And...there’s no running involved! The You Matter Marathon was launched globally in 2016 and since then over 100,000 people have participated handing out more than 1 million cards in all 50 states and 70 countries.



How do you get involved? It’s simple!

1. Order a packet of “You Matter” cards from the [You Matter Marathon](#) website, or pick up a pack at Maple Valley City Hall or Lake Wilderness Lodge.
2. Share your cards with friends, family, and people you encounter in the community.
3. You received a card...You Matter! You can keep the card as a pleasant reminder or pass the card along to someone else.

We hope you will share your “You Matter” story.

Highlight when and where you handed out cards. How did handing out the cards make you feel? If you received a card, describe when, where and how it made you feel. Share photos! Stories and/or photo may be [emailed](#) or posted to Instagram with the hashtag #YouMatterMV (post must be public). You can also share on Facebook and tag the city @maplevalleywa (posts must be public). You will be entered into a drawing to win a prize by sharing your story!

Let us all choose to be kind to one another!

2019-2020 GOALS & OBJECTIVES

Economic Development

- Finance the Legacy Site Master Plan and provide funding to begin implementation
- Engaging the whole community, to develop a new brand for Maple Valley
- Increase tourism visibility to take advantage of the outdoor recreation opportunities the Greater Maple Valley area has to offer
- Work with the Chamber to find ways to support and grow our existing businesses
- Bring in new businesses to grow employment opportunities for our residents
- Increase our community engagement through expansion of our social media posts
- Bring private entertainment to Maple Valley providing options for local families to stay in Maple Valley

Parks & Recreation

- Support the Parks staff in their efforts to complete the construction of the Summit Park
- Finalize new park rules including scheduling priorities and policies for the new athletic fields
- Provide enough funding to maintain our park infrastructure
- Finalize plans to improve Lake Wilderness Golf Course
- Support the addition of parking at Lake Wilderness Park
- Continue to support community events such as Music in the Park, Family 4th of July at the Park

Public Safety

- Continue to work with the King County Sheriff's Office in providing good police services to City citizens through the existing contract
- Participate in localized emergency preparedness drills utilizing the City's newly updated Emergency Preparedness Plan and the new Emergency Operations Center
- Work with the City Police Department and our Domestic Violence Advocate to increase community awareness of the issues pertaining to domestic violence
- Increase patrols in our growing city, including the trails system in and around the city

Public Works

- Support the implementation of the City's 6-Year Transportation Improvement Plan and staff's efforts to seek grant funding
- Support staff to improve right of way landscaping using temporary staff when needed
- Continue to support City staff's effort to use programs that will keep Maple Valley NPDES compliant
- Continue to support the Public Works staff in efforts to improve water quality of storm runoff
- Continue involvement in regional groups dealing with transportation issues

Quality City Services

- Improve the City's customer service and public opinion of their local government
 - Increase public art and other cultural activities for our community
 - Continue to support efforts of Black Diamond, Covington, and Maple Valley in identifying opportunities where the three communities can work together/share resources to maximize efficiencies and better use public funds
 - Continue strong participation in the Sound Cities Association and associated committees
-

The City Council and City Manager represent the City's interests in a wide variety of meetings, both local and regional. Over the last month this representation has been active in the following:

City Council & City Manager Activities

SEAN P. KELLY, MAYOR

- City Council Meetings & Study Sessions
- Agenda Review Meetings
- Ironman Meeting
- Maple Valley Rotary Meeting
- Starbucks "Behind the Bar w/KC Councilmember Dunn
- Meeting w/City Manager Philpot
- Council Tour of Legacy Site
- Volunteer Recognition Event
- SCA-Public Issues Committee
- SCA-South End Mayors Meeting
- King County Charter Town Hall Meeting
- Washington ShakeOut
- MV Chamber Candidate Forum
- US Congresswoman Kim Schrier Town Hall Meeting
- Representatives Bill Ramos & Lisa Callan Town Hall Meeting
- MV Rotary Annual Auction Fundraiser
- Papa Bear Dedication
- Joint Meeting - Legislators, TSD School Board, Fire District Board
- Meeting w/ MV Chamber CEO Erika Deal
- Joint Community Organizations Meeting
- Ribbon cutting for Edward Jones (Val Paganelli
- Halloween Haunted Forest
- Make a Difference Day
- State Audit Exit Conference
- SCA Networking Meeting
- Diana Pistol's Retirement Farewell
- Behind the Scenes TV Show Call with Producer
- MV Community Center Trunk or Treat

ERIN WEAVER, COUNCILMEMBER

- City Council Meetings & Study Sessions
- Retreat Sub-Committee Meeting
- Volunteer Recognition Event

LES BURBERRY, COUNCILMEMBER

- City Council Meetings & Study Sessions
- Volunteer Recognition Event
- Court Observation

DANA PARNELLO, DEPUTY MAYOR

- City Council Meetings & Study Sessions
- Agenda Review Meetings
- Tour of Legacy Site—Special Council Meeting
- Council Recognition Event for Volunteers
- Tahoma Football Game—Proclamation for Benicio Bryant
- Ironman Triathlon Meeting
- Brand Strategy Web Ex with ChandlerThinks
- CLCH Open House
- Candidate Forum
- Rotary Auction
- Papa Bear Dedication
- Joint Meeting with City Council, State Legislators, Fire Department, Tahoma School Board
- King County Conservation Office—Pick up Tools for Make a Difference Day
- Court Observation Day; DUI Court/Kent & Community Court/Redmond
- Port of Seattle: Behind the Scenes Airport Expansion Tour

SYD DAWSON, COUNCILMEMBER

- City Council Meetings & Study Sessions
- Planning Commission meeting, Park Commission meeting
- Tour of the Legacy site
- Volunteer recognition dinner
- Finance Committee
- Candidate Forum
- Congresswoman Kim Schrier Townhall, 5th Legislative District Townhall
- Maple Valley Rotary Benefit auction
- Papa Bear Dedication
- Joint Meeting with City Council, School District and State Legislators
- Downtown Design Workgroup
- Trick or Trucks

The City Council and City Manager represent the City's interests in a wide variety of meetings, both local and regional. Over the last month this representation has been active in the following:

LINDA JOHNSON, COUNCILMEMBER

- City Council Meetings & Study Sessions
- Agenda Review Meetings
- Coffee with Council
- Legacy Site Tour
- Volunteer Recognition Event
- Candidate Forum
- Rotary Dinner
- Kim Schrier Meeting
- Papa Bear Dedication
- Council/Legislators Meeting
- Retreat Sub-Committee Meeting
- Library Guild Book Sale
- Rotary Candidate Forum
- Make a Difference Day
- SCA Networking Dinner
- City Hall Phone Coverage
- Retirement Party for Diana Pistol

LINDA OLSON, COUNCILMEMBER

- City Council Meetings & Study Sessions
- Meeting with Legislators/School Board/Fire
- SEAL TC
- Ironman Meeting
- Parks Open House
- Coffee with the Council
- Tour of Legacy Site
- Volunteer Recognition Event
- EMAC Caucus
- EMAC
- Tahoma Football/Benicio Bryant
- Brand Strategy Positioning Meeting
- SKATBd Meeting
- Curtis Lang Open House
- Chamber Luncheon
- Finance Committee
- MV Candidate Forum
- Papa Bear Dedication
- Val Paganelli Edward Jones Ribbon Cutting
- Halloween at LW Golf Course
- Make a Difference Day
- Cascadia Rising Meeting (EMAC)
- Court Observations
- SCA Dinner

LAURA PHILPOT, CITY MANAGER

- City Council Meetings & Study Sessions
- Agenda Review Meetings
- SEAL-TC
- City Manager & Administrator Meeting
- Ironman
- Meeting with Mayor Kelly & Deputy Mayor Parnello
- Maple Valley Rotary Meetings
- Council Tour of Legacy Site
- Branding Discussions & Conference Calls
- Special Purpose Districts Lunch
- Meeting with King County Parks
- All Staff Meeting
- Meeting with Chamber of Commerce
- Curtis Lang Open House
- Chamber Luncheon
- Great Washington ShakeOut
- Papa Bear Dedication
- Special Council Meeting; TSD , PSRFA & Legislators
- Council Retreat Subcommittee
- Joint City Organizations Meeting
- Meeting with Arboretum
- Make a Difference Day
- Unclaimed Veteran
- Ironman Discussion
- State Auditor Exit Conference
- WA Women Who Dare
- Court Observation
- Maple Valley Downtown Design Guidelines Leadership Summit
- Staff Halloween Party & Retirement Party for Diana Pistol
- Call with Behind the Scenes
- Trick or Trucks

FACT (Future Actions, Conversations & Tasks)

FACT—Future Actions, Conversations & Tasks

Date	Item	Description	Due Date Department	Date Resolved	Notes
1/9/2017	Homeless Discussion	Originally scheduled for 2/27/17 Council meeting	City Attorney/ Police January 2019		Direction given by Council in July Study Session. Will bring back to Council on November 25, 2019.
5/15/2017	Surplus Property	Review options for removing existing covenants on the Henry Switch property.	City Manager/ Parks December 2017		Working with King County staff.
7/23/2018	Lake Wilderness Arboretum/ Community Center Property	Research restrictions on property and report back to Council.	Parks & Recreation		
10/8/2018	Street Trees	Evaluate current tree standards.	Community Development/ Public Works Spring 2018		Currently being reviewed by Planning Commission.
11/13/2018	Business License Code	Review and update the City's Business License Code.	Finance/ Attorney Beginning of 2019		
11/13/2018	Art Requirements and/or Incentives	Review the municipal code and development regulations to encourage and/or incentivize more public art within our city.	Community Development 2019 Work Plan		Placing on Planning Commission Work Plan.
12/3/2018	Red Light Enforcement	Research red light violations and bring back recommendations regarding potential enforcement emphasis.	Police Department		Future Study Session.
1/28/2019	Council Movie Viewing	Schedule a viewing of the movie: " All the Queen's Horses". It is a move about the importance of having financial safeguards.	Finance		Councilors to watch on own time.
3/25/2019	Keys to the City Policies	Develop sample policies for Council to consider for awarding keys to the City.	City Clerk		

FACT (Future Actions, Conversations & Tasks)

FACT—Future Actions, Conversations & Tasks

Date	Item	Description	Due Date Department	Date Resolved	Notes
6/24/2019	Schedule Meeting with State Legislators	Work to schedule a council meeting with our state legislators. This may be our September study session.	City Manager	October 21, 2019	Scheduled for October 21, 2019.
7/8/2019	Online Fireworks Complaint System	Look for online fireworks complaint system where citizens can use their phones to report.	Police		
7/8/2019	Golf Course Concerns	Review concerns raised by Phillip Worthimer regarding golf course concerns.	Parks		
7/8/2019	Snow/Ice Response Plan	Provide an update to Council regarding our Snow/Ice Response plan.	October 2019 Public Works		
7/8/2019	Court Observations for Council Committee	Schedule court observations for Council Committee (Olson, Parnello, Burberry)		October 30, 2019	Scheduled for October 30, 2019.
9/9/2019	Tree Retention	Bring tree retention code back to Council for review.	Public Works/ Community Development		
9/9/2019	FACT Sheet Policies	Bring back formal policies to Council regarding the use of the FACT Sheet.	City Manager		
10/14/2019	Special Needs	Schedule a meeting with special needs community with council committee of Dawson, Olson, Kelly.	Parks / City Manager		
10/28/2019	Reichert Way	Write letter to WSDOT formally requesting Reichert Way sign be placed on the mast arm at SR169 and SE 231st.	City Manager		

FACT (Future Actions, Conversations & Tasks)

FACT—Future Actions, Conversations & Tasks

Date	Item	Description	Due Date Department	Date Re- solved	Notes
10/28/2019	Community Grants	Work with Finance Committee to review community grant applications and bring back recommendation to full Council.	Finance / City Manager 1st meeting scheduled for Nov. 7th		
10/28/2019	TSB Awards	Procure Maple Leaf paperweight awards to present to outgoing Tahoma School Board members.	City Manager November 26, 2019		
10/28/2019	Planning Commission Work Plan	Bring back to Council an update of the Planning Commission Work Plan and progress made in 2019. Also, include information of which meetings have been cancelled and why.	Community Development		
10/28/2019	Contracting Ordinance	Take proposed contracting authority ordinance to Finance Committee for recommendations before bringing back to full Council.	Finance / City Manager		

DEPARTMENT UPDATE

Meetings/Seminars/Conferences/Conference Calls/Networking:

- Staff met to finalize Retreat PowerPoint presentation to City Council related to Legacy Site Development.
- Facilitated meeting for both the Chair of the Economic Development Commission (Sally Mohr) and Chair of the Planning Commission (Candace Tucker) to set a date for a joint EDC/PC Meeting. Agenda topics for the joint meeting will be discussed at the respective Commission meetings.
- Attended the Downtown Design Guidelines Leadership Summit Meeting and Tour.
- Aquatic Center Feasibility Study Proposal Review (narrowed down the candidates to the Top 4). In-person interviews are scheduled for November 6th.
- Attended the Special City Council Special Meeting where the three Legislators gave updates.

Business Recruitment & Development:

- Conference Call with the Producer of *Behind the Scenes LF (PBS Show)* to discuss a marketing opportunity for the City of Maple Valley using an education platform.
- Meeting with Pallis Development and various partners to discuss the proposed Bitney Property Site Plan.
- Submitted City of Renton Tourism Grant application to secure event funds for a large marquee event which will help the Renton hotels.
- Attended Greater Seattle Partners – Tech Talk London event (*a 10-company tech delegation visits the greater Seattle region*). Sponsored by the Mayor of London’s International Business Program, this tech delegation is organized by London and Partners, whose goal is to support London-based companies to internationalize. The delegation will visit the West Coast of the U.S., stopping initially in the Bay Area, and then visiting greater Seattle for 1.5 days, to learn about our local tech ecosystem here. Many of these firms are considering establishing a West Coast office at some point.
- Met with Ironman Triathlon officials to discuss the potential of hosting a 70.3 (half triathlon) in September 2020 at Lake Wilderness.

Client Assistance/Research:

- Completed the *Port of Seattle Economic Development Partnership Grant Final Report* for reimbursement.
- Made a Maple Valley update presentation to the Covington Rotary group.
- Monthly Conference Call with Seattle Chamber of Commerce/Greater Seattle Partners to discuss business leads through the REACH (Retention, Expansion, and Collaboration Hub) King County Business Retention and Expansion program.
- Conference Call with Steve Chandler to discuss our Brand Positioning Strategy.
- Farmers Market Project – Legacy Site visit. Escorted Ray Johnston, Todd Bronk, Bill Helsley, and Amber French on a tour of the Site.
- Met with Tsai-En Cheng, Director of Branch Campuses for **Green River College**, to get an update on our Green River College Partnership and to give her a tour of Maple Valley.
- Met with Kathy Gendreau, owner of **STEAMboat Studios**, to learn about some of the challenges that she is currently facing.
- Attended the King County Regional Trail Meeting with King County Parks staff to discuss funding and the long-term development strategy.

DEPARTMENT UPDATE (continued)

Professional Development:

- **Attended the IEDC Annual Conference in Indianapolis (October 13-16).** Sessions attended are as follows:
 - International Forum and Committee Round Table; Learning Lab B: Four Key Elements Your Website Must Have to Drive Economic Development Sponsored by LocalIntel; Using the United Nations' Sustainable Development Goals (SDGs) To Measure and Communicate Livability; Creative Use of Economic Development Financing And Federal Resources; Sponsored Session: Startups as a Nexus to Attract New Businesses Sponsored By: ROI Research On Investment; ·mall Cities That Thrive - Applying Livability Principles; Preparing for the CEcD Exam Workshop; The New Geography of Skills Sponsored by: Strada Education; Lead Generation And Business Intelligence Best Practices To Attract Inward Investment Sponsored By: Research Consultants International; Unlocking Higher Education as an Economic Development Asset; Streamlining The Land Use Regulatory And Permitting Process; Business Location Consultants Forum; Economic Resilience: Your Competitive Edge.
- **Attended the Outdoor Economy Conference (October 9-11).** The Outdoor Economy Conference is the premier event for those individuals looking to grow the outdoor industry in their communities, and craft an economy that's intimately tied to the quality and health of their places. Sessions included: a) Crafting a Coalition to Transform Colorado's Grand Valley Through Recreation; b) The Next Generation of Outdoor Towns; c) Outdoor Recreation – Driving Vibrant Communities; d) Our Outdoor Engine – Public Lands and What it Takes to Maintain Them; e) Innovations in Financing Outdoor Businesses and Development; f) Activating Your Outdoor Community – If You Build it, Will They Come?; g) Future View from National & Regional Outdoor Media; h) Outdoor Recreation Capacity Building - Does your Community Have What it Takes?; i) Show Me The Money! Finding the Funding for Your Project; j) Ask the Experts - Community Planning Session
- **American Planning Association - Washington Chapter Conference (Tacoma, WA) October 17.** Attended the following four sessions: **Creating & Revitalizing Small City Downtowns; Western Washington University - Community/University Partnerships for Sustainable Futures; Regulating & Reviewing Privately Developed Public Art; Planning Through the Lens of Art & Culture.**
- Watched the film, *“Race the Power of an Illusion Part 3”* with Senior staff.

DEPARTMENT UPDATE

OCTOBER 2019

Press/News Releases Issued

- 2019 Best Place to Raise a Family (press release, website & Facebook)
- Larry Baumgart Proclamation (website & Facebook)
- Road Closure & Construction Notices (website & Facebook)
- Council Meeting with TSD & Elected Officials (website & Facebook)
- Storm Drain Love Languages (website & Facebook)
- Public Open House for the Witte Rd. Project (website & Facebook)
- Small Business Courses at Tahoma Learning Center (website & Facebook)

Other

- Website updates
- Editing photos for photo library
- Branding presentation/City Council Meeting (ChandlerThinks)
- Took photos/video at Papa Bear Dedication
- Scheduled Facebook posts in advance of holidays
- Conference Call with ChandlerThinks (Branding)
- Marketing package for Wellness Committee - You Matter Marathon
- **# of Facebook followers increased by 2.4% in October**
- **# of Facebook followers increased by 49.3% since January 1, 2019**
- **# of Facebook followers increased by 60.6% since October 31, 2018**

Social Media Update October

	March
Total Page Followers (EOM)	3,779
Net New Followers	94
Total Page Likes (EOM)	3,479
Net New Page Likes	81
Total Page Views	1,420
Total People Who Viewed	883
Organic Reach (# of People who had any page content reach their screen)	55,426
Post with most clicks	Road Closure on SR 169 due to Vehicle Collision (2.1k)
Post with most reactions	Road Closure on SR 169 due to Vehicle Collision (160)
Event with most responses	Fall Recycling Collection Event (2.9K)

DEPARTMENT UPDATE

Finance:

- The City of Maple Valley 2019-2020 budget is the second biennial budget the City has produced, having budgeted on an annual basis prior to the 2017-2018 budget. When a biennial budget is used, a mid-biennium review takes place at the end of the first year of the budget to address any amendments to the budget that might be needed. Finance staff worked closely with staff from all departments to compile all budget amendment requests which are then reviewed by the City Manager. The final review for the 2019-2020 mid-biennium budget amendments has been completed and will be reviewed is on the agenda for City Council Review on November 12, 2019.
- Staff worked with the Recreation Department reconciling Incode Financial Systems with the Recreation software PerfectMind.
- Staff worked with the Economic Development Manager to provide backup documentation for the Port of Seattle Grant and with the Public Works consultant to provide documentation to create a reimbursement request for the TIB grant.
- Finance staff coordinated a baby shower for IT Manager David Hartline and his wife Morgan. Baby boy Hartline was supposed to be a Halloween baby (which would have been awesome!), but he hasn't arrived yet.
- Staff participated in the Business Impact Analysis interviews as described in the Information Technology section of this City Update.
- Staff also worked on the following projects:
 - The Budget Software implementation including
 - Developing a user manual
 - Providing training for staff
 - Updating the 6 year forecast including:
 - Compiling data from previous financial systems for 1998 through 2012 to improve accuracy and establish cycles.
 - Reconciling asset depreciation and replacement reserves.
 - Preparing the Third Quarter, 2019 Financial Report.
 - Preparing an Inter-local agreement amendment extending the Tahoma School District SRO Agreement.
- The State Auditors completed the financial statements audit and the accountability audit. The Audit Exit Conference was held with the Mayor, City Manager and Finance Director in attendance. The Auditors briefly described the areas of their audit and conveyed to attendees that the City had received a "clean" audit opinion.
- The Finance Director attended a meeting with Finance Directors from cities in King County to discuss the reality of the need for heightened security and diligence. A consultant from a Cyber Security firm attended and spoke to the increasing risks facing government entities. Ransomware attacks dominated the conversation. The consultant commented that "It's not a matter of if it will happen, it's a matter of when it will happen."

DEPARTMENT UPDATE (continued)

Geographic Information Systems:

- Catch basin cleaning map of selected catch basins was updated for the SWM Manager.
- Work was done on a catch basin vactoring map book of all public catch basins in maintenance zone 1 per request from SWM Manager.
- Catch basin attributes for newly collected catch basin features were updated.
- Lake Wilderness Arboretum map was updated per Arboretum staff request.
- Edits/updates provided by Parks & Rec Director to Gaffney's Grove Disc Golf Course map were completed.
- A Turkey Trot 5K race map was created.
- A quote for new asset management software purchase was obtained and forwarded to IT and PW staff to gather any questions for the vendor.
- A demonstration of Cityworks software as a potential replacement for Elements and Geocortex was provided.
- SWM features at Pacific Outdoor Products, Lake Wilderness Villa and Lake Wilderness Elementary were collected.
- A list of all addresses for notification mailer to be sent to citizens that would be affected by an upcoming PW project on Witte Rd including the developments north of Lake Lucerne and Pipe Lake and Lake Wilderness Country Club were provided to the PW Director.
- Addresses that would be affected by upcoming projects were also provided.
- Providing data to Google Map GeoData program as a GeoData Partner began:
 - Updated Maple Valley boundary to not show former King County area in the middle of the city i.e. "doughnut hole"
 - Working to get boundary to show the newly annexed part of the city south of 288th
 - Provided new roads within the City including roads in the Northpoint @ Maple Centre, Edinburgh, and Overlook @ Summit Park Phases 1 & 2
 - Working on formatting the data for Summit Park to include the required attributes for Summit Park to be uploaded to Google next week
- Additional mappings, etc. were provided to various departments.

Information Technology:

- The permitting software, TrakIT was updated to latest version for Community Development.
- VM infrastructure was stabilized so machines are no longer reporting depletion of resources.
- As part of the department's ongoing focus on the security and stability of the City's network infrastructure the staff have taken the following steps:
 - Disaster recovery testing with Barracuda and Veeam Backup systems
 - Attended the monthly security webinar with the Multi-State Information Sharing & Analysis Center (MS-ISAC)
 - Attended a virtual nationwide cybersecurity review hosted by CI Security

DEPARTMENT UPDATE (continued)

- o Regularly reviews news reports of recent cyberattacks with a focus on local governments
- o Coordinated with Homeland Security to provide City employees with Government Emergency Telecommunication Service training
- o Began review of the warranty status of critical infrastructure
- Two new procedures were put into effect:
 - o 2019.7 Appropriate Administrative Access Use
 - o 2019.6 Username Convention
- IT is collaborating with a consultant on estimating costs for a terminal server for improved remote access for staff working off-site.
- Improving Offline backup, including new hardware options, is being evaluated.
- A consultant has been retained to conduct a Business Impact Analysis (BIA) with a focus on technology operations. The BIA was strongly suggested by the State Auditor's Office following the IT audit in 2016. The consultant interviewed members of all City departments to establish the ranking by priority of the critical functions and software in each department. Staff will also be asked to complete questionnaires. The vendor will ultimately deliver a presentation and document discussing various areas of technology the City has, and specify the importance of backup redundancy and reliability for the functions and software as identified by leadership and end users.

After interviewing the departments in the City a hypothetical conclusion could be that email service is critical and efforts should be prioritized to ensure that it is operational 99% of the and recoverable in the event of a fire, as well as failover capabilities (switching to a redundant or standby computer server, system, hardware component or network upon the failure or abnormal termination of the previously active application), balanced against the file server being less critical and only needing recoverability and not failover.

The results of the BIA affects the prioritization of future IT projects, equipment replacements, and security efforts for coming years.

DEPARTMENT UPDATE

All of you have seen snow in the passes, high winds, and cold temps in the last two weeks so...winter is coming!! Don't fret, just chill! Staff is ready! Well, as ready as one can be without truly knowing what one is readying for. Staff learned some valuable lessons during the last few winters which will be utilized moving forward to this year and beyond.

The Clerk's Office daily activity include passports, notary, contracts processing, website updates, peddler's license, records management, public disclosure requests, supporting City Council meetings, and emergency management. Staff has updated passport processing hours in an effort to provide better service to the community and staff and it has been well received by those that are calling to make early appointments with their school age children. The records management program for 2019 is winding down as staff makes its way to year end. There are still records being scanned, filmed, and microfilmed by the State Archives Office. The work to dispose of records that have met their retention life continue to either be transferred to the State Archives or destroyed per the approved Retention Schedule. The contracts of the City have been many this year, which is a great sign of progress!!

Council approved an Agreement with Puget Sound Regional Fire Authority for use of additional 800 MHz radios. Our teams are working on the implementation of that Agreement now and should have those radios online soon. The tri-city Emergency Managers and special purpose district staff continue to collaborate on the work on the final stages of Regional Hazard Mitigation Plan (RHMP) 2019 update. Staff was notified of our award of the 2019/2020 Emergency Management Planning Grant (EMPG) which will be used for more technology and equipment to assist the City during an event or disaster. The City also received a Project Regional Approach to Municipal Public Registry and Training (RAMPART) Grant through King County Public Health for two more AED's and three spare batteries for the AED's the City currently owns. This totals nearly \$3,000.00!

City Clerk

Stats for the month of October are as follows:

- Passports: October - 46
- Pet Licenses: October - 9
- Notaries: October - 15
- Website Updates: October - 350
- Public Records Requests: October - 17
- Contracts: October - 18

DEPARTMENT UPDATE

Summit Park

Phase II of Summit Park has been completed. Final walk through was on October 30 to create the final punch list. Once the punch list is completed Summit Park will be 100% completed.



Summit Sports Court and Dog Park

Parks & Recreation



Street improvements along 276th

Elk Run Fencing along 216th

The City received the old Elk Run Golf Course this summer and as part of the Develop Agreement, including property along 216th in front of the old Elk Run neighborhood. Parks staff removed the wood fence along 216th since it was falling over and caused some safety concerns.



Before



After

DEPARTMENT UPDATE

Adult Flag Football

Adult Flag Football League wrapped up another successful season on November 9 at Summit Park. The 15-team league has become the largest in the state offered by a Parks & Recreation Department. Some comments received during the 2019 season include:

- *“Thank you to YOU, and Maple Valley Parks and Rec for putting on the league. It is nice to be able to still play football at my age and so close to home.”*
- *“Moved from eastern WA and could never find a flag (football) league that had enough teams to make it work. This is awesome!”*
- *“You pretty much have the last viable program in the south sound region.”*
- *“Love playing at Summit Park.”*



Parks & Recreation

PeeWee Soccer

The fall Youth Pee-Wee Soccer program ended the first week of November. This popular league for 3-8 year olds had 40 teams and 406 players. Games were Saturdays at Summit Park.



STATUS OF ACTIVE CAPITAL IMPROVEMENT PROJECTS

SR 169 Widening from Witte Road SE to SE 240th Street (T-39)

Design Consultant: David Evans & Associates (DEA)

Construction Management: KBA

Construction Contract: Johansen Construction Company

Construction Bid Award: \$4,609,800.

Construction Start: June 2019

Construction Substantial Completion: December 2019

Construction Final Completion: Spring 2020 for final pavement and channelization

Description:

This project scope includes the installation of an additional north-bound travel lane, a bike lane, retaining walls, and sidewalk on the east side of Maple Valley Highway from Witte Road to SE 240th Place. Additionally, this project will provide intersection improvements along this section of the SR 169 corridor, as well as surface water drainage enhancements. This will provide for enhanced traffic capacity by eliminating a serious bottleneck, as well as also provide enhanced safety for pedestrians and other non-motorized traffic.

Current Status:

- The soldier pile wall has been painted with Mt. Baker color pigmented sealer.
- The black vinyl chain link fence is being installed on top.
- Highmark Construction has placed curb and gutter along the wall section (Witte to 225th).
- Asphalt was placed along the new curb section, 225th to 240th.
- Totem Electric is waiting for the new signal pole to be delivered, then it will be installed at 240th later this month.
- Asphalt will be placed along the shoulder south of 240th from Witte Rd to 225th.
- Irrigation, landscaping, street light installation, and sidewalks will continue as weather allows.

Past Milestones:

- The soldier pile wall concrete work is completed. Minor touchup and pigment sealer will follow. A fence will be installed on top.
- The sidewalk along the south section from 225th Avenue SE to SE 240th Street has been placed.
- Totem Electric and Highmark are working on the intersection improvements at SE 240th Street in preparation for the new signal pole due to arrive later this month.
- Curb and gutter between SE 225th Avenue and SE 240th Place complete.
- Pedestrian signal enhancements and curb ramp changes currently being installed.
- Stormwater improvements on SR 169 complete (stormwater in medians remaining).
- Stormwater infiltration system has been installed and covered (SE 225th Avenue to SE 240th Street).
- Construction start: April 15, 2019.
- Project survey and control complete.

STATUS OF ACTIVE CAPITAL IMPROVEMENT PROJECTS (continued)

Public Works / Community Development

- Lane shift and traffic control in place and refined.
- Tree removal, clearing, and grubbing complete.
- Wall excavation begun.
- Held project open house to answer question from the public and share project information.
- Processing preliminary project contractor submittals and RFI's.
- Cedar River Water District water line relocation (in project limits) completed.
- Construction contract awarded to Johansen Construction Company for \$4,609,800.
- Engineers Estimate was \$5,813,000.
- Selected KBA Inc. to provide Construction Management Services for the project.
- Right of Way acquisition has been completed and approved by Council.
- TIB Bid Authorization approved and granted.
- Construction Contract Advertised – Bids due on February 19, 2019.
- Solicited for professional services (RFQ) to hire a Construction Management firm.
- TIB Grant was awarded on November 16, 2018 for \$4,000,000.
- TIB Grant was submitted requesting \$4,000,000.
- 100% Plans have been submitted by the consulting engineer.
- Finalizing WSDOT Chan Plan approval.
- 90% plans have been submitted to the City and staff is reviewing them.
- SEPA application process begun.
- Finalized coordinating with the Maple Valley Public Arts Commission for decorative design of the proposed wall face between Witte Road and SE 240th Street.
- Coordinated utility plan elements with Cedar Creek Water District. The District indicated that they will be abandoning a short section of line near Witte Road, relocating two fire hydrants, and other minor modifications coincident with this project.
- Final Chan Plan sent to WSDOT.
- Presented project and solicited citizen input at November 30, 2017 CIP Public Open House.
- WSDOT review of the draft Channelization Plan and Basis of Design Report completed.
- Initiated initial meeting with affected property owners (for access management).
- Additional counts and turning movements have been analyzed specific to the Chevron at Wilderness Village to understand access characteristics unique to that business. Results and potential mitigation have been coordinated and discussed with the owner.
- Staff has reviewed and given feedback on 30-percent design plans (PS&E) in October of 2017.
- Staff submitted a State TIB grant in August 2017 in the amount of \$4.5 million for the project. The project was not selected for funding.
- Environmental documents are completed/submitted to the regulatory agencies for approval.

STATUS OF ACTIVE CAPITAL IMPROVEMENT PROJECTS (continued)

Kent-Kangley Road/242nd Avenue SE Signalization (T-44)

Design Consultant: KPG Inc.

Construction Management: PBS

Construction Contract: ACI Construction

Construction Bid Award: \$766,766

Construction Date: September 2019 to January 2020 (Est)

Description:

The intersection at Kent-Kangley Road and 242nd Avenue SE, located behind Safeway, has had continued congestion and safety concerns as traffic in this area has increased. The project includes reconfiguring the intersection to establish a traffic signal, full pedestrian crossing facilities, bike lanes, and channelization.

Current Status:

- The asphalt paving has been completed.
- Curb and sidewalks have been poured.
- Active Construction will be striping soon, weather permitting.
- The signal poles have arrived. The cabinet is at WSDOT being tested and will be installed when all the systems check out.
- Signal control cabinets will be ready in January 2020, which is the anticipated time frame for full signal operation.

Past Milestones:

- Clearing and grading complete.
- Underground conduit crossings complete.
- Curb, gutter, and stormwater revisions underway.
- Held construction coordination meeting with contractor to discuss project milestones and anticipate critical issues before preconstruction meeting/start in September.
- Submittals for long lead items have been approved.
- Project start anticipated for mid-September.
- 100% Plans and Specifications have been approved by the City.
- Construction project was advertised on June 13, 2019.
 - Seven contractors on the plan holders list.
 - Bid opening scheduled for July 1, 2019.
 - Construction starts between August 1 and September 20, 2019, as requested by the contractor.
- Signal poles have a confirmed delivery date of September 20, 2019.
- Received 90% design plans and specifications; city 80% complete with review comments.
- Bid ready plans expected mid-June to advertise for a September construction start date.
- PSE agreements for attaching aerial communication fiber submitted to PSE.
- Received 30% design plans; currently under City review.

STATUS OF ACTIVE CAPITAL IMPROVEMENT PROJECTS (continued)

- Analyzing signal phasing and traffic modelling.
- Sent out bid for pre-order of signal poles & mast arms (long lead time items).
- Selected KPG Inc. to provide Engineering Services for the design of the signal project.
- Developed scope and fee for approval by City Council in the amount of \$174,964.
- Project pre-planning efforts are on-going.
- Solicit for professional services for design and construction support.
- Updated project priority on the 6-Year Transportation Plan.

Witte Road –SE 249th Place to SE 256th Street (T28b PHASE II)

Design Consultant: PBS Engineering and Environmental, Inc.

Construction Management: TBD

Construction Contract: TBD

Construction Bid Award: TBD

Est. Construction Date: June 2020

Description:

Phase II includes development of a full-road rehabilitation for the Witte Road corridor north of the realigned SE 256th Street intersection through SE 249th Place; specific project enhancements include pavement upgrade, sidewalk installation, bike lanes, drainage improvements, retaining walls, utility undergrounding, and intersection upgrades.

Current Status:

- Construction anticipated in 2020.
- Staff submitted review of 60% plans, specifications, and estimates to consultant.
- Staff presented design elements to City Council at the Regular Council Meeting on Oct 28. Council verbally approved design elements except asked staff to assess a roundabout option at SE 254th Place.
- Staff is preparing for Public Open House scheduled for November 7, 2019 at Lake Wilderness Golf Course Banquet Room from 6pm to 8pm.

Past Milestones:

- Staff prepared project design update for upcoming October City Council meeting.
- Permanent and temporary easements locations are being identified.
- 60% design review scheduled for mid-October.
- The City has been awarded a \$225,000 grant from the King County Flood Control District for the daylighting of Jenkins Creek under 220th Avenue SE as part of this project.
- Held utility coordination meeting with PSE (power, gas, Intolight), Covington Water District, and Century Link.
- The City is applying for a 2019 King County Flood Control grant for the removal of the 220th Avenue SE connection, daylighting Jenkins Creek. The application will be submitted by June 14, 2019 and the City should be notified whether it has received funding by late summer or early fall of 2019.
- Held City Council workshop to review value engineering efforts and design options refine .

STATUS OF ACTIVE CAPITAL IMPROVEMENT PROJECTS (continued)

- direction to the consulting engineer to finalize plans. Council gave its concurrence to:
- Add the center left turn lane at SE 256th (in addition to SE 254th) into design.
- Remove the vehicular connection at 220th Avenue SE (reroute to SE 256th) to address safety and alignment conflict considerations.
- Simplify the cross section to include a two lane street with five foot bike lanes on each side and a five foot sidewalk with intermittent planter strip.
- Presented project and solicited citizen input at the November 30, 2017 CIP Public Open House.

SR 169 Widening – SE 253rd Place to SE 260th Street (T-45)

Design Consultant: PBS Engineering and Environmental, Inc.

Construction Management: TBD

Construction Contract: TBD

Construction Bid Award: TBD

Est. Construction Date: June 2022

Description:

This section of the SR 169 corridor improves access and amenities in the vicinity of the Legacy Site commercial area. Improvements include two lanes in both directions, transit facilities, sidewalks, bicycle lanes, street lighting, stormwater enhancements, and a roundabout or signalized intersection in the vicinity of Rock Creek Elementary school and the Legacy Site entrance (formerly T-46).

Current Status:

- Public Open House No. 1 was held on September 10, 2019.
- Topographic survey is mostly complete. Waiting to receive permissions (Rights of Entry) from private property owners to complete the survey.
- Traffic counting and analysis is in progress.

SR 169 Widening – SE 240th Street to SE 244th Street (T-36)

Design Consultant: David Evans and Associates

Construction Management: TBD

Construction Contract: TBD

Construction Bid Award: TBD

Est. Construction Date: June 2021

Description:

The second segment in the series of capacity improvements on the SR 169 corridor; this project adds an additional lane in both directions to include center turn lanes, sidewalks, bicycle lanes, improved transit stops, street lighting, and enhanced storm drainage. This eliminates a bottleneck for traffic traveling to and from SR 18 and Wilderness Village shopping area.

STATUS OF ACTIVE CAPITAL IMPROVEMENT PROJECTS (continued)

Current Status:

- Topographic survey is mostly complete.
- Traffic counts have been completed.
- Traffic analysis has concluded a signal warrant met at SE 244th Street.
- The Consultant will be assessing a roundabout and signal at this intersection consistent with WSDOT Intersection Control Evaluation (ICE).

Annual Asphalt Overlay Program – 2019

The City completed the Annual Asphalt Overlay Program during the last part of August through the City's inter-local agreement with King County Public Works. The following streets were paved under this year's contract:

- SE 236th Place
- SE 237th Street
- SE 238th Street
- SE 239th Street

DEPARTMENT UPDATE - PUBLIC WORKS/COMMUNITY DEVELOPMENT

Public Works Maintenance

- The Public Works surface water crew is finishing up their surface water pond maintenance and mowing for the 2019 mowing season. This consists of nearly 112 storm water facilities.
- The entire Public Works crew aided local police, as well as WA State Patrol, in closing Maple Valley Highway during a fatal vehicular accident near SE 264th Street. The combined efforts kept the Police Department safe while the investigation took place. Crews were able to open the roadway within four hours from the time of the accident.
- The surface water crew worked with Tahoma School District to put on a demonstration day at a storm water facility to showcase specialty equipment used to control vegetation in storm water facilities. They were also able to discuss the importance of storm water facilities and water quality.
- Public Works interviewed and hired two full time Maintenance I worker positions. The positions were filled by two temporary workers that have previously worked with the Public Works crew. Their names are Cole Stever and Scott Messersmith.
- Crews are prepping for the winter snow conditions and freezing temperatures.
- Crews responded to the first wind storm event of the season, and were able to keep damage and road closures to a minimum.
- Public Works outfitted an F-550 truck with a new sander with a pre-wet deicer system to help improve road conditions during snow events.
- The Public Works Department has been working with the King County noxious weed division to help control and eradicate noxious weeds within city limits.
- The department, with the aid of "Keep it Clean" recycling, disposed of all excess petroleum products stored at the maintenance yard from the previous tenant.
- The Public Works Department participated in the "Trick or Truck" Halloween event at the Community Center.
- The Public Works Department participated in the Emergency Preparedness Fair.

DEPARTMENT UPDATE - PUBLIC WORKS/COMMUNITY DEVELOPMENT (Continued)

Surface Water Management

NPDES Phase II Permit

- The following inspections were completed in October:
 - 11 ponds
 - 3 detention vaults
 - 4 filtration vaults
 - 6 oil water separators
 - 326 catch basins

SWM Rate Study

The City has hired a consultant, FCS Group, to analyze the City's current SWM program and SWM rates to determine potential changes or increases necessary to meet growing demands.

Current Status:

- City Council approved the 2020 rate change at the October 14, 2019 Council meeting. This will raise SWM rates by 17%.
- At the October 14, 2019 City Council meeting, Council gave the City the go ahead to plan for a rate structure change to Equivalent Service Units (ESUs) for 2021.
- City Council approved amendment 1 to FCS Group's contract to allow for the additional presentation and cost associated with additional updates to the rate scenarios.
- The City provided King County with the 2020 SWM rates, the ESU rate structure decision, changes to existing City parcels and SWM discounts awarded in 2019 on October 21, 2019.

S-10 2019 Storm Water Ponds Retrofit Project

This project scope includes retrofitting seven existing stormwater retention ponds that will improve surface water quality within the City. The preliminary scope of work includes the removal of accumulated sediment, the re-installation of low permeable liners and treatment liners, the modification of existing inlets and outlets needed to enhance wildlife habitat, as well as to improve the aesthetic appeal of these facilities. Staff applied for and was awarded a Metropolitan King County Water Quality Improvement grant totaling \$20,000.

Current Status:

- PLS completed survey of the seven stormwater ponds and design of the retrofits is being developed.
- Due to delays, construction is being postponed until late spring/early summer of 2020 to ensure dry weather.

S-15 2019 Stormwater Pond Fencing

This project scope includes evaluating which City-owned ponds currently are not fenced, determining whether fencing is required or would be beneficial, and hiring a contractor to install fencing where needed. \$200,000 has been allocated to fund fencing projects in 2019.

DEPARTMENT UPDATE - PUBLIC WORKS/COMMUNITY DEVELOPMENT (Continued)

Current Status:

- At the September 9, 2019 City Council meeting, Council authorized signing of the contract with Commercial Fencing Corporation in the amount not to exceed \$184,053.19.
- Commercial Fencing Corporation has received a Notice to Proceed and will begin work the first week of November.

S-12 Misc. Storm Drainage Improvements

The City has kicked off a drainage study of Cedar Downs and Cedar Downs Village areas to identify flow control retrofit opportunities on private property and in the right of way to reduce flooding issues.

Current Status:

- The City selected Parametrix as the preferred design consultant for this project.
- Staff met with the Project Manager and Principal-In-Charge for Parametrix on October 3, 2019 for a pre-scoping meeting.
- Authorization to sign a Professional Services Contract with Parametrix will be on the November 12, 2019 Council agenda.

S-16 Witte Road Storm Drainage Improvements

This project scope includes a feasibility study and design of stormwater quality Best Management Practices (BMP's) to treat infiltration or discharge currently untreated stormwater runoff from Witte Road adjacent to the Lake Wilderness Golf Course and the Golf Course itself, prior to the runoff discharging to the Jenkins Creek Headwaters. The City was awarded a grant from the Department of Ecology for \$75,000 towards the study, design, and permitting for this project.

Current Status:

- Ecology has issued a finding from the Cultural Resources Survey with the determination of No Impacts to Cultural Resources.
- The City is reviewing Design Report updates provided by PBS and will resubmit with the geotechnical report from infiltration testing.
- The City submitted an application on October 14, 2019 for a Department of Ecology Water Quality grant for construction of this project.

Lakes Program

- Staff compiled historical temperature data for Lake Wilderness with a focus on temperatures around September 20th dates to inform Ironman 70.3 planning.
- Staff facilitated the fourth quarter Lake Wilderness Citizen Advisory Committee meeting on October 15, 2019. The committee took action to approve meeting minutes and approve the committees' 2019 Annual Report.
- The Lake Wilderness Preservation Association conducted a litter pick of the Lake Wilderness shoreline, the boat launch area, and roads surrounding the Lake Wilderness Park on October 26, 2019.
- Nature Vision taught watershed education workshops to 144 student in the month of October 2019, bringing the total student participating in the workshops to 2,168 since the fall of 2017.

DEPARTMENT UPDATE - PUBLIC WORKS/COMMUNITY DEVELOPMENT (Continued)

Solid Waste

- Staff attended the Metropolitan Solid Waste Advisory Committee meeting on October 11, 2019. The advisory committee voted to accept the Responsible Recycling Committees' recommendation to remove single plastic bags and plastic film from recycling programs, and to remove shredded paper from recycling and compost. Discussion followed about regional education programs that will get the messaging out to regional ratepayers later this quarter.
- Staff approved Recology's 2020 rates that were adjusted by the Consumer Price Index and approved the 2020 service guides. The new guides will be mailed out in early November 2019.
- Staff provided Tahoma School District teacher Kristin Felsl with 25 kitchen composters, 25 packets of bio-bags, and 25 large, reusable recycling bags for her transitions program, which teaches life skills and training to young adults ages 18 through 21 years old. The students are working on a life skill project to assemble emergency preparedness kits.
- Staff met with Jeff Brown of Epicenter Services, Maple Valley's Solid Waste Technical Services consultant (through the end of 2019) on October 21, 2019. The discussion focused on the complexities of solid waste contracting and what Maple Valley staff needs to be mindful of moving forward.
- Staff and Recology met on October 23, 2019 with Rock Creek Elementary Green Team Teachers Stacey Peterson and Danielle Heitman to brainstorm ideas for funding opportunities provided by Recology to Tahoma Schools located within Maple Valley City limits. Recology staff will continue to move this project forward and meet with other school's Green Team staff in the future and will report all projects back to City staff.
- Staff attended a monthly check-in meeting with Recology on October 24, 2019. Effective November 1, 2019, Recology CleanScapes will be Recology King County. Discussion included protocol for inclement weather service disruptions that last for two weeks. Discussion ensued about Recology staging and staffing container for the collection of garbage and recyclables. Other topics included Recology's provision of containers for the Fishing Derby, Maple Valley Days, Be the Hope, and potentially for the 2020 Ironman event.
- 690 vehicle loads of recyclable material were brought to the grant-funded residential recycling event held on Saturday, October 26, 2019 at Rock Creek Elementary School. The total amount of material collected was 102,956 pounds or nearly 51.5 tons, among which included 41,180 pounds of scrap metals, 15,550 pounds of bulky scrap wood, 13,340 pounds of shredded paper, 13,190 pounds of household batteries, and 10,220 pounds of cardboard, among other items.
- Staff submitted the grant reimbursement requests to the three grantors for the residential recycling event. The three grantors are King County (Solid Waste), King County (Hazardous Waste), and Washington State Department of Ecology.
- Staff amended Olympic Environmental Resources (OER) 2019-2020 agreement (Contract C-19-1542) to extend the duration to December 31, 2022. By the fourth quarter of 2020, the grant allotments for 2021-2022 will be known and staff anticipates presenting an amendment to Council to increasing the agreement's compensation.



DEPARTMENT UPDATE - PUBLIC WORKS/COMMUNITY DEVELOPMENT (Continued)

- Staff coordinated with Republic Services and Make a Difference Day staff to have a 40 yard roll off container delivered to Tahoma High School for a Scotch Broom removal project. Republic Services enthusiastically embraced the request and will provided the service at no cost.
- Recology participated in Trick or Truck on October 31, 2019 at the Greater Maple Valley Community Center. They passed out candy and gave parents an opportunity to take photos of their children sitting in the garbage truck driver's seat.

Community Development

The Planning Department is continuing to stay busy with building permit review and intake. Single family resident permits continue to be issued for Fox Pointe (237th and SE 248th Place) and Overlook at Summit Park, and Northpoint at Maple Centre development. Rainier Ridge is just ramping up as well. Staff is working with the developers of the Bonaventure Senior Living Center to facilitate a revision to the building and site plan; they hope to begin construction soon. Marques at Maple Valley, including the new UW Medical Center and Retail stores, was issued and construction continues. Staff continues to work with CVS to get their project going on the corner of Witte Road and SR 169. Staff is working with JR Hayes for the facilitation of an application for development of the Hayes Gravel Pit into two warehouse uses.

Monthly Permit/Inspections Metrics

- Permit Applications Received: 79
- Permits Issued: 78
- Projects Submittals: 2
- Inspections Completed: 728

Planning Commission

The Commission continued review and deliberation of the draft Sign Code amendments at their October 2, 2019 meeting. The Commission meeting of October 16, 2019 was cancelled due to staff attending the annual state planning conference. It is anticipated that the Commission will give the draft one last review of the Sign Code and vote on a recommendation to Council at the November 6, 2019 Planning Commission meeting. Staff also introduced the Downtown Design Standards and Guidelines project. Several Commissioners volunteered for the workgroup committee.



Legacy Site

At the October 14, 2019 City Council Regular Meeting, City Council awarded a professional services contract to Johnston Architects to design for construction the relocation of the Farmers Market to the Legacy Site. Staff hosted a field trip for City Council members and the public to tm. Johnston Architects has developed layout concepts which will be shared with the City Council during November 12 City Council meeting.

Staff also attended the Infrastructure Assistance Coordination Council in Wenatchee, WA this month that provided information on grants opportunities with the Legacy Site development. Staff spent time preparing the draft Request for Qualifications and the presentation to the City Council during the anticipated November 2, 2019 City Council retreat.

Residential Subdivisions and Available Lots

File Number	Plat Name	Pre-Plat Approval	Potential Building Lots	Pre-Plat Expiration	Final Plat Approval	Approved Lots	Site Under Const.	Building Permits Issued				Available Building Lots
								Prior to 2017	2017	2018	2019	
CD0406-013	Ridge at Lake Wilderness	6/30/2004		N/A	2/25/2005	11	N/A	9	0	0		2
CD1309-002	Jordan's Crossing	7/31/2007		N/A	3/24/2014	15	N/A	14	0	0		1
CD0602-005	Edgestone Div I (Arbors 3)	7/18/2007		N/A	2/23/2017	48	N/A		27	16	1	4
CD0602-005	Edgestone Div II (Arbors 4)	7/18/2007		N/A	2/23/2017	9	N/A			8	1	0
CD0702-001	South Fork (Sunshine Grove)	7/31/2007		N/A	4/25/2017	10	N/A		9			1
CD1506-007	Canton Crossing (Shavano)	2/9/2016		2/7/2021	5/22/2017	51	N/A		41	7		3
CD1308-004	Yellow Rock Road	4/1/2014		3/30/2021	8/24/2016	6	yes		1	4		1
CD0601-017	Wilderness Hills 4	2/12/2018	16	2/11/2023	No	16	No				16	0
CD0601-010	Wilderness Hills 3	12/11/2007		12/8/2017	2/12/2018	22	No			21		1
CD0702-010	Fox Pointe (aka Malloy)	10/5/2007		10/2/2017	Yes	42	Yes			12	8	22
PSP1801-001	Sun Ridge at Elk Run 4 D 2	11/30/2018	9	11/28/2025	No		No					0
CD1602-001	Overlook at Summit Park	3/22/2017	126	3/21/2022	Ph1 7/30/ Ph2 3/1/19	126	Yes			19	36	71
CD1610-005	Northpoint at Maple Centre	3/28/2017	110	3/27/2022	No	110	Yes				63	47
CD1604-003	Cedar Peak	6/29/2017	17	6/28/2022	No		No					0
CD1507-006	Rainier Ridge	6/29/2017	71	6/28/2022	No		No					0
CD1609-007	Elk Run 8	6/17/2017	84	6/17/2022	Phase 1 2/26/2018	19	Yes			15	4	0
CD1801-001	Meadowridge Park	7/10/2018	49	7/9/2023								0
FP1810-002	Edinburgh	5/19/2017	84		6/11/2019	84	Yes				20	64
Total			566			569		23	78	102	149	217

Commercial Projects

File Number	Commercial Projects	Square Feet	Type	Status
CD1501-005	St. George Episcopal	5,000	New construction	Site Development Review
CD1707-003	Bonaventure at Maple Valley	180,212	New construction	Approved
CD1709-002	CVS-Wilderness Village	13,162	New construction	Design Review
Total:		198,374		

Pre-Application Conferences

Type	2019 1st Quarter	2019 2nd Quarter	2019 3rd Quarter	2019 4th Quarter	2019 YTD
Commercial	2	3	2	0	7
Residential	7	6	3	0	16
Other Review Meetings					0
Totals	9	9	5	0	23



Current Development Projects

