



# Maple Valley City Update

January 6, 2020

## Events & Activities

Jan 1	<ul style="list-style-type: none"> <li>• New Year's Day</li> </ul> <p>CITY OFFICES CLOSED</p>
Jan 2	<ul style="list-style-type: none"> <li>• Public Arts Commission</li> </ul>
Jan 6	<ul style="list-style-type: none"> <li>• City Council Meeting</li> </ul>
Jan 13	<ul style="list-style-type: none"> <li>• City Council Study Session</li> </ul>
Jan 15	<ul style="list-style-type: none"> <li>• Finance Committee</li> <li>• Planning Commission</li> <li>• Parks &amp; Recreation Commission</li> </ul>
Jan 20	<ul style="list-style-type: none"> <li>• Martin Luther King's Birthday</li> </ul> <p>CITY OFFICES CLOSED</p>
Jan 21	<ul style="list-style-type: none"> <li>• Economic Development Commission</li> <li>• City Council Meeting</li> </ul>

## From the Desk of Laura Philpot

"Be at war with your vices, at peace with your neighbors, and let every new year find you a better man."

~Benjamin Franklin



Welcome to a new decade! If you think 2019 was a great year for the City of Maple Valley, you're in for a treat. 2020 is going to be amazing! We will start the year with a roll out of our new Brand Story. We will be introducing the public to the Legacy Site through the Farmer's Market relocation, finalizing the vision of a "MAIN STREET" or downtown in Maple Valley, hosting an IRONMAN 70.3 and we will be making a decision on the Golf Course Club House. Just to name a few of the exciting things going on!

The start of a New Year provides an opportunity to start fresh. To resolve to improve. I asked our team what they were resolving to do and below is a list of some of the things I heard back:

- Create a plan for a city hall.
- Be more positive.
- Improve communication/outreach from the City to residents.
- Compete in one race a month for all of 2020, 5K minimum.
- Cook one new recipe a week for the entire year of 2020.
- Have the moto of saying "Yes" to everything and new experiences.
- Volunteer more, complain less, see the world, climb Rainier, travel to Machu Picchu, dive the Blue Hole in Belize, bike through the South of France, cook in Tuscany, and Ironman Maple Valley!!!
- Increase the City's resiliency through a Whole community approach to emergency management including building a robust Emergency Worker core, generate City Hall, have all City records cataloged, digitized, and microfilmed.
- Be more present. Put my phone down and really listen when with family, friends and coworkers.

What are you resolving to do this year? Here's to a great year in a wonderful city!

## 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:

#### **SEAN P. KELLY, MAYOR**

- City Council Meetings & Study Sessions
- Agenda Review Meetings
- Turkey Trot
- Tri-Cities Legislative Priorities Meeting
- SCA Annual Meeting
- City Council Holiday Reception
- Maple Valley Hometown Holidays
- Ironman trip to Indian Wells, CA
- Covington City Council Meeting
- SCA Public Issues Committee
- Ironman Kickoff Event
- Shop with A Cop
- Special Needs Meeting
- All King County Mayors Meeting/SCA
- Maple Valley Rotary Meeting
- Maple Valley Chamber Luncheon Meeting
- City Manager Business Breakfast
- Ribbon Cutting Event—Lydia's Cakes & Confections
- Police Explorer Academy Graduation

#### **LINDA JOHNSON, COUNCILMEMBER**

- City Council Meetings & Study Sessions
- Agenda Review Meetings

#### **LINDA OLSON, COUNCILMEMBER**

- City Council Meetings & Study Sessions
- SEAL-TC
- SCA Annual Meeting
- Hometown Holidays Reception
- Coffee with Council
- EMAC
- Chamber Holiday Event
- Ironman Kickoff
- Shop with A Cop
- Special Needs Meeting
- SCATBd Meeting
- Chamber Luncheon
- Lydia's Cakes & Confections Ribbon Cutting

#### **SYD DAWSON, COUNCILMEMBER**

- City Council Meetings & Study Sessions
- Hometown Holidays Reception
- Hometown Holidays Celebration
- Oath of Office
- Downtown Design Guidelines Workgroup
- Ironman 70.3 Kickoff Celebration
- Special Needs Community Committee Meeting

#### **DANA PARNELLO, DEPUTY MAYOR**

- City Council Meetings & Study Sessions
- Agenda Review Meetings
- Black & White Community Conversation
- Ironman Maple Valley Launch Event
- Legislative Priorities with Maple Valley, Covington and Black Diamond Leadership
- Hometown Holidays Reception
- Hometown Holidays Tree Lighting Ceremony
- City Hall, Lodge & Public Works Holiday Door Decoration Judging
- Lydia's Cakes & Confections Ribbon Cutting

#### **ERIN WEAVER, COUNCILMEMBER**

- City Council Meetings & Study Sessions

#### **LES BURBERRY, COUNCILMEMBER**

- City Council Meetings & Study Sessions

#### **LAURA PHILPOT, CITY MANAGER**

- City Council Meetings & Study Sessions
- Agenda Review Meetings
- SEAL-TC
- Legislative Priorities Meeting
- City Manager/Administrator Meeting
- Meeting with Jim Flynn
- SCA Annual Meeting
- Meeting with Mike Maryanski
- SEAL-TC Meeting
- Hometown Holidays Event & Reception
- City Staff Holiday Party
- Maple Valley Downtown Design Meeting
- City Manager/Chamber of Commerce Meeting
- City Managers/Police Chiefs Meeting
- Police Oversight Committee Meeting
- Ironman Kickoff Event
- Meeting with Ironman
- Food Bank Gift Distribution
- Public Defender Interviews
- Shop with A Cop
- Emergency Telecommunications Training
- City Manager Business Breakfast
- Chamber Luncheon
- Special Purpose/City Manager Meeting
- City Branding Meeting
- Maple Valley Rotary Meetings

## FACT (Future Actions, Conversations & Tasks)

### FACT—Future Actions, Conversations & Tasks

Date	Item	Description	Due Date Department	Date Re- solved	Notes
1/9/2017	Homeless Discussion	Originally scheduled for 2/27/17 Council meeting	City Attorney/ Police January 2019		Draft ordinance first read on November 25, 2019. Will bring back for further discussion in January 2020.
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		To be discussed in a joint meeting with City Council as part of the Planning Commission 2020 Work Plan.
11/13/2018	Business License Code	Review and update the City's Business License Code.	Finance/ Attorney		Will review and take to Council at the February 10, 2020 Regular Meeting.
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		To be discussed in a joint meeting with City Council as part of the Planning Commission 2020 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.
3/25/2019	Keys to the City Policies	Develop sample policies for Council to consider for awarding keys to the City.	City Clerk		Draft is with City Manager. Will bring to Council 1st Quarter 2020.
7/8/2019	Online Fireworks Complaint System	Look for online fireworks complaint system where citizens can use their phones to report.	Police		

## FACT (Future Actions, Conversations & Tasks)

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Date	Item	Description	Due Date Department	Date Re- solved	Notes
7/8/2019	Snow/Ice Response Plan	Provide an update to Council regarding our Snow/Ice Response plan.	Public Works		The Infrastructure Manager and Public Works Director will develop a plan in Spring 2020 after a winter season management review. Anticipated to take to City Council in April/May 2020.
9/9/2019	Tree Retention	Bring tree retention code back to Council for review.	Public Works/ Community Development		To be discussed in joint meeting with City Council as part of the Planning Commission 2020 Work Plan.
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	November 14, 2019	Council committee met with group on December 16, 2019.
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		The Public Works Director has contacted WSDOT to ask permission to place the sign. Public Works is in the process of designing sign specs for WSDOT approval with sign to be ordered and placed by February 2020.
10/28/2019	Contracting Ordinance	Take proposed contracting authority ordinance to Finance Committee for recommendations before bringing back to full Council.	Finance / City Manager		Scheduled for final review at Finance Committee meeting on January 15, 2020.
11/12/2019	Summit Park Plaque	Plaque recognition at Summit Park	Parks	November 22, 2019	Language verified and plaque ordered for Summit Park and Lake Wilderness Beach House
11/12/2019	EDC	Reuse EDC code to add a student member.	EDC/Attorney		
11/12/2019	Tree Retention	Add "Review tree retention code" to Planning Commission 2020 Work Plan.	Community Development		To be discussed in joint meeting with City Council as part of the Planning Commission 2020 Work Plan.

**FACT (Future Actions, Conversations & Tasks)**

**FACT—Future Actions, Conversations & Tasks**

Date	Item	Description	Due Date Department	Date Re- solved	Notes
11/12/2019	Mental Health Information	Place "Mental Health and Parks" on a future agenda.	Parks City Manager		
11/12/2019	Letter to Lake Forest Estates	Respond to Lake Forest Estates' letter and copy City Council.	Public Works Community Development	November 20, 2019	Public Works provided a written response in a letter to Lake Forest Estates HOA and copied the City Council.
11/25/2019	PSOC	Place "Public Safety Oversight Committee" on a future agenda.	Council		Scheduled for January 6, 2020 Council Meeting.
12/2/2019	Community Grants	Review and revise the Community Grant process. Make recommendation back to full Council before completing the 2021/2022 budget process.	Finance Committee		
12/2/2019	Planning Commission Work Plan for 2020	Schedule a joint meeting between Council and Planning Commission to review 2020 Work Plan.	Community Development		Scheduled for January 13, 2020 at 5:00 pm.
12/2/2019	Park Bench Program	Develop draft policy for a memorial bench program.	Parks & Recreation		

## DEPARTMENT UPDATE

### Meetings/Seminars/Conferences/Conference Calls/Networking:

- December **Economic Development Commission Meeting**
- Attended the December **Maple Valley Chamber of Commerce Luncheon**
- **King County REACH Monthly Update Conference Call:** Through the REACH (Retention, Expansion, and Collaboration Hub) King County program, the Seattle Chamber of Commerce assists King County cities with business retention and expansion
- **Recreation Center/Aquatic Center Feasibility Scope Review Meeting:** Review deliverables for this project. ALSC Architects is the Consultant on this project.
- Attended the **Maple Valley Downtown Design Guidelines Workgroup Meeting #2** to review Maple Valley's existing design guidelines and example design guidelines for review.
- Attended the **Big Tent Outdoor Recreation Coalition Board of Directors Meeting (SeaTac):** Discussion Topics included: Newsletter launch; Membership Drive (revised target goals); Legislative Day; Monitor legislation/bill tracker; Policy Conference Calls; Outdoor Caucus Meetings (Thursdays at 7 a.m. during session); Other outdoor group meetings; 2020 Board meetings and retreat dates; Facebook, Twitter, Website, monthly news; 2020 draft Legislative Agenda; 2020 Budget; Financial Reports
- Attended the **Port of Seattle 2020 Economic Development Partnership Grant Kick-Off Meeting** Discussion Topics included: Updates on airport, seaport, economic development, Port diversity in contracting; Port Economic Development Partnership grant updates; 2019 program year in review; 2020 grant cycle; Minimum metrics for business visitation, attraction; City reports and project ideas for 2020; Discuss possible training and program topics (examples: workforce, emerging technology in economic development)
- Attended the **Maple Valley Farmers Market** Holiday gathering

### Business Recruitment & Development:

- King County REACH Monthly Update Call. Through the REACH (Retention, Expansion, and Collaboration Hub) King County program, the Seattle Chamber of Commerce assists King County cities with business retention and expansion
- Assisted a representative from a manufacturer to identify space in Maple Valley to expand his company.
- Assisted with the logistics for the Ironman Kick-off event at Crockett's Public House.

### Client Assistance/Research:

- **Webex meeting with ChandlerThinks, LLC:** Reviewed the second round of logo designs.
- **WebEx Meeting with Local Intel** (vendor) to review the Site Selector Tools in the Economic Development section of our website.

## DEPARTMENT UPDATE

### Professional Development:

- **Attended the P3 Conference in Washington D.C.**

**Sessions included:** Seeing PPV's in Action (Public Private Venture); The Future of The P3 Market; A P3 Conversation Across Government Agencies; Understanding Funding vs. Financing and Everything in Between; Understanding the Role of Project Companies in Complex P3 Project Delivery and Success; Public Agency Coordination - "I'm From the Government and I'm Here to Help..."; Collaboration to Meet Municipal Needs; Best Practices in Risk Allocation; Moving Transportation Forward with Dr. Morteza Farajian from the Build America Bureau; Structuring and Financing Options; The Intersection of Real Estate and P3: how P3s are Being Used to Capture Underlying Asset Value to Provide Mission Critical Support to the Public Sector; The State of the P3 Market; A Balancing Act - Challenging Issues in P3 Risk Allocation; How Do I Keep a P3? Monitoring and Partnership for the Long Term; P3 Questions and Answers Discussion Session – What are the Next Steps. Where to Go from Here?

- **Webinar: Ask the Brokers: Market Insights from Retail Tenant Rep Specialists** - *The brokers answered questions from attendees, discussing national and regional retail trends, and discussing things you can do as community leaders to help drive new retail and engage new retail tenants.*

- Attended the **Visit Seattle Partners Extranet Training Session** (*review City information on the Visit Seattle website*).

- **MRSC Rosters Overview for Public Agency Members**

This free webinar reviewed what is included in our MRSC Rosters membership, the legal notice posting, the business application process, and how to search the database.

## DEPARTMENT UPDATE

### DECEMBER 2019

#### Press/News Releases Issued

- T-39 SR169 Widening Project Update (website & Facebook)
- Announcement Event (newspaper, television, radio, website & Facebook)
- Ironman Announcement (newspaper, television, radio, website & Facebook)
- Severe Weather Alert (website & Facebook)
- Planning Commission Recruitment (website & Facebook)
- Holiday Trash/Recycling Collection (website & Facebook)
- Project F-03 Legacy Site Farmers' Market Relocation (website & Facebook)

#### Other

- Website updates
- Editing photos for photo library
- Photos and Facebook Live at Hometown Holidays
- Photos and Facebook Live at Ironman Announcement Event
- Conference Calls with ChandlerThinks (Branding)
- Parks & Recreation Sponsorship Packages Brochure
- Redesign of SEAL-TC Flyer
- Citizen Police Academy Flyer
- Signage for Hometown Holidays parking
- Began design on the State of the City presentation
- **# of Facebook followers increased by 2.3% in December\*\***
- **# of Facebook followers increased by 54.4% since January 1, 2019**
- **# of Facebook followers increased by 57.3% since December 31, 2018**

### Social Media Update December

March	
Total Page Followers (EOM)	3,907
Net New Followers	66
Total Page Likes (EOM)	3,581
Net New Page Likes	57
Total Page Views	1,040
Total People Who Viewed	711
Organic Reach (# of People who had any page content reach their screen)	35,595
Post with most clicks	September 20, 2020 IRONMAN 70.3 Washington— Maple Valley (926)
Post with most reactions	Congrats Maple Valley IRONMAN 70.3 Washington (444)
Event with most responses	Hometown Holidays (2.6k)

\*December figures include dates 12/1/19 -12/19/19

## DEPARTMENT UPDATE

### Finance:

- The department is in the last stages of implementing new budget software and mapping the security set-up within the software. A user manual will be developed and training provided to staff that will be participating in the development of the 2021-2022 budget.
- Data has been extracted from previously used financial software to provide additional trending as the City's 6 year forecast is developed. As the State has made various changes in account coding over time, staff is also working to correlate the account codes used in prior years to current account coding.
- Reconciling asset depreciation and replacement reserves has also been a priority for staff.
- Staff participated in the following trainings:
  - Emergency Telecommunications Training.
  - 2020 W-4 training.
  - Participated in the Employee Relations Committee Meeting.
  - Staff participated in a Government Finance Officers Association (GFOA) Interactive Internet Training - Accounting for Disaster
- Budget amendments for 2019 year-end and for 2020 have been adopted by Council via Ordinance O-19-681.
- Ordinances levying the general property taxes (O-19-683) for the City of Maple Valley and specifying the increase in general property taxes (O-19-684) from 2019 for the fiscal year commencing January 1, 2020 were adopted by City Council at the November 25, 2019 Regular Council Meeting and submitted to King County.
- Staff are reconciling Fixed Assets and Replacement Reserves and a procedural policy is being developed.
- Resolution R-19-1415 was approved by Council authorizing the City Manager to enter into agreements with the Community Grant recipients.
- Resolution R-9-1414 was approved by Council authorizing the City Manager to execute a bill of sale and Amendment No. 1 to the use agreement with the Maple Valley Historical Society.
- The Third Quarter, 2019 Financial Report was presented to Council.

### Geographic Information Systems:

- A StoryMap web application was created for Gaffney's Grove.
- Staff participated in a discussion for tree surveying at the Legacy site.
- A Buildable Lands analysis was done for Community Development.
- Staff completed maps for Hometown Holidays including the Parks Maintenance/Police Logistics maps for Fred Meyer and Johnson's H&G shopping Centers, and both poster size and handout size maps for festival participants.
- Staff updated Control Structures layer with updated information from SWM Manager, this update included the addition of 205 control structures and their attributes which weren't previously captured in the current SWM geodatabase.
- Staff attended an OpenGov webinar of new community development permitting software.
- Staff combined separate pond layers into one layer containing all ponds and updated all Elements services orders and Geocortex functions and features for this new layer.

## DEPARTMENT UPDATE

- Started work on consolidating SWM vault types into a layer with all vault types to update Geocortex/Elements early next week.

### Information Technology Systems:

- A plan for the use of 19EMPG grant funds was developed.
- The first draft of the Business Impact Analysis was reviewed.
- Staff hosted a demonstration of an alternative permitting and inspection software.
- A trial for a network access control was organized and is ready to sign.

## DEPARTMENT UPDATE

The City is wrapping up this last year in this decade! It is quite a feat! Ten years since City Hall moved into this building! 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. The records management program for 2019 is winding down as staff makes plans for 2020. The last of the records being scanned, filmed, and microfilmed by the State Archives Office are back at City Hall and will be disposed up per the Records Retention Schedule. The City Contract for this year will be closed out over the next month.

Staff has completed final draft of the Regional Hazard Mitigation Plan (RHMP) 2019 updated Annex and will now begin the update of the Comprehensive Emergency Management Plan (CEMP) for 2020 as well as amending the Maple Valley Municipal Code relating to Emergency Management. Staff was notified of our award of the 2019/2020 Emergency Management Planning Grant (EMPG) which Council approved the Agreement last month and has now began to purchase the equipment for the Emergency Operations Center.

Wishing you all a happy and safe Christmas and wonderfully Happy New Year!

### Stats for the month of December are as follows:

- Passports: December - 28
- Pet Licenses: December - 5
- Notaries: December - 30
- Website Updates: December - 165
- Public Records Requests: December - 17
- Contracts: December - 15

## DEPARTMENT UPDATE

### Elk Run Natural Area

The kiosks at the Elk Run Natural Area were refurbished by Jackson Vreeken and his Boy Scout group for his Eagle Scout project. They cleaned off the roofs, added a flyer board and a fresh coat of paint. They completed the job on November 29<sup>th</sup> and the kiosks look great.



## Parks & Recreation

### Hometown Holidays

The first Thursday of December once again kicked off the holiday season with the Annual Hometown Holiday celebration. Estimates have over 2,500 participants at this year's event. Staff would like to thank all the wonderful sponsors who graciously donated over \$8,000 to be part of the festivities. Title sponsors for the event were Johnson's Home and Garden, Wilderness Animal Hospital and the Maple Valley-based Edward Jones' offices. Ten other Maple Valley businesses sponsored portions of the event. Featured activities included three trackless trains, a horse drawn trolley, mechanical snowboard ride, arts & crafts, snacks & goodies to eat, balloon artists, face painter, live reindeer exhibit and Santa visits. The snow and live music really added a nice flair to the event.



## 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: April 2019**

**Construction Substantial Completion: March 2020**

**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 Street. 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 with a black vinyl fence on top and the gutter behind the wall has been completed.
- All of the sidewalk and curb ramps have been completed.
- The street light bases have been poured with conduit placed waiting for IntoLight to install the poles along the entire project.
- Traffic will shift Dec 18<sup>th</sup> splitting northbound traffic with barrels. Left turns will be restricted throughout the work zone.
- The center medians, irrigation, and landscaping will be installed in January
- Totem Electric installed the new signal pole at 240<sup>th</sup> on Wednesday Dec 18, 2019.
- The asphalt overlay will take place when night temperatures allow for paving (Spring 2020).
- Street trees along the wall are on hold.

#### **Past Milestones:**

- The soldier pile wall has been painted with Mt. Baker color pigmented sealer.
- The black vinyl chain link fence is being installed on top.
- All of the curb and gutter has been installed along the project (median curbs are pending).
- All of the base paving asphalt for widening has been placed along the new curb section, Witte Road to 240th.
- Totem Electric is waiting for the new signal pole to be delivered, then it will be installed at 240<sup>th</sup> in December.
- The center median islands will be constructed shortly.
- The asphalt overlay will take place when night temperatures allow for paving (spring 2020).
- Irrigation, landscaping, street light installation, and sidewalks will continue as weather allows
- Highmark Construction has placed curb and gutter along the wall section (Witte to 225<sup>th</sup>).
- Asphalt was placed along the new curb section, 225<sup>th</sup> to 240th.
- 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.

## STATUS OF ACTIVE CAPITAL IMPROVEMENT PROJECTS (continued)

- Curb and gutter between SE 225<sup>th</sup> Avenue and SE 240<sup>th</sup> 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 225<sup>th</sup> Avenue to SE 240<sup>th</sup> Street)
- Construction start: April 15, 2019.
- Project survey and control complete.
- 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 240<sup>th</sup> 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 Start:** September 2019

**Construction Substantial Completion:** January 2020 (Traffic signals to be energized)

**Construction Final Completion:** Spring 2020 for final channelization

#### **Description:**

The intersection at Kent-Kangley Road and 242<sup>nd</sup> 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 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.
- There is an issue with the paving being discussed; a resolution is expected soon.

#### **Past Milestones:**

- The asphalt paving has been completed.
- Curb and sidewalks have been poured.
- Clearing and grading is complete.
- Underground conduit crossings are 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 2019.
- 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 2019 construction start date.
- PSE agreements for attaching aerial communication fiber submitted to PSE.
- Received 30% design plans; currently under City review.
- 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.
- Solicited for professional services for design and construction support.

## STATUS OF ACTIVE CAPITAL IMPROVEMENT PROJECTS (continued)

### 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:** May 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.
- PBS is reviewing the comments from Staff and preparing the 90% plans.
- 90% plans, specifications, and estimates will be completed in early January 2020.
- Staff has begun the Right of Way acquisition process as identified in the 60% plans.
- PBS is working on the waterline relocation design with Covington Water District.
- Staff met with Soos Creek Water and Sewer District to plan for sewer force main relocation by the District.
- Schedule 74 was signed with PSE to underground overhead power. PBS is coordinating with PSE on design for the joint use trench.
- PBS submitted a feasibility and cost estimate for the roundabout on Witte Road and SE 254<sup>th</sup> Place. Staff will discuss feasibility at the January 13, 2020 study session.
- Design team developed options for construction which staff will discuss with the City Council during the January 13, 2020 study session.

#### **Past Milestones:**

- The City was awarded the King County Sub regional Opportunity Fund Grant for the Jenkins Creek culvert in the amount of \$432,698.00.
- Staff submitted review of 60% plans, specifications, and estimates to consultant.
- Staff presented design elements to City Council at the Regular Council Meeting on October 28, 2019. Council verbally approved design elements except asked staff to assess a roundabout option at SE 254th Place.
- PBS is reviewing the comments from Staff and preparing the 90% plans.
- Staff held a Public Open House on November 7, 2019 at Lake Wilderness Golf Course Banquet Room from 6 PM to 8 PM.
- Staff will begin the Right of Way acquisition process as identified in the 60% plans
- PBS is working on the waterline relocation design with Covington Water District
- Staff and the design team are coordinating with Soos Creek Water and Sewer and PSE.
- Permanent and temporary easement locations have been identified.
- 60% design review completed.
- The City has been awarded a \$225,000 grant from the King County Flood Control District for the daylighting of Jenkins Creek under 220<sup>th</sup> Avenue SE as part of this project.
- A utility coordination meeting was held with PSE (power, gas, Intolight), Covington Water District, and Century Link.

## STATUS OF ACTIVE CAPITAL IMPROVEMENT PROJECTS (continued)

- The City is applying for a 2019 King County Flood Control grant for the removal of the 220<sup>th</sup> 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 to refine 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 the 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 an intermittent planter strip.
- Presented the project and solicited citizen input at the November 30, 2017 CIP Public Open House.

### SR 169 Widening – SE 253<sup>rd</sup> Place to SE 260<sup>th</sup> 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:**

- Team is preparing to submit a traffic analysis to WSDOT with intersection improvement alternatives.
- Staff is preparing for the next public Open House in January/February of 2020.

#### **Past Milestones:**

- Staff provided a written response to the October 31, 2019 letter from Lake Forest Estates HOA.
- Public Open House No. 1 was held on September 10, 2019.
- Topographic survey is mostly complete.
- Traffic counting is complete.

## STATUS OF ACTIVE CAPITAL IMPROVEMENT PROJECTS (continued)

### SR 169 Widening – SE 240<sup>th</sup> Street to SE 244<sup>th</sup> 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.

#### **Current Status:**

- The Consultant is assessing a roundabout and signal at SE 244<sup>th</sup> ST intersection consistent with WSDOT Intersection Control Evaluation (ICE).
- Consultant is preparing for geotechnical exploration on SR 169.

#### **Past Milestones:**

- Traffic analysis has concluded signal warrant met at SE 244<sup>th</sup> Street.
- Topographic survey is complete.
- Traffic counts have been completed.

### 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 Maintenance

- Crews dropped off the Skid-Steer to get outfitted with the “Sweeper/Broom” attachment. Conner Sauve was given a one-on-one tutorial and brought back information to the rest of the crew.
- Crews responded to a citizen request concerning potholes on SE 262<sup>nd</sup> Street and 216<sup>th</sup> Place SE where we patched five potholes with cold mix asphalt and continue to do temporary patches City-wide.
- Crews performed routine checks of storm water drains, ditches, and ponds for back-ups.
- Crews painted over graffiti on the SE 264<sup>th</sup> Street bridge.
- Crews performed routine maintenance on crew trucks.
- Crews have been picking up litter and debris throughout the city.
- The Public Works crew continues to monitor weather as well as check on areas known to have drainage issues to keep inlets and outlets free of debris to be more proactive in reducing localized flooding in the event of heavy rainfall.
- Crews are also continuing to monitor the weather for snow and ice to help provide safe driving surfaces in the event of below freezing temperatures.
- Crews will be preparing the Public Works maintenance facility for two new structures, a storage facility for equipment, as well as a salt storage facility.
- Through the rest of 2019, crews will continue to respond to citizen’s requests as they come in. They will continue with routine shop maintenance as well as vehicle/equipment maintenance as they prepare for winter weather conditions as they come in. The Public Works Department is dedicated to providing the safest road conditions as possible and also providing quick response times to flooding or wind events and debris cleanup.

### Surface Water Management

#### NPDES Phase II Permit

- The following inspections were completed in December (through December 19<sup>th</sup>):
  - 7 filtration vaults
  - 9 infiltration chambers
  - 9 tanks
  - 2 oil/water separators
  - 253 catch basins
- 2019 public MS4 inspections are complete.
- 2019 private stormwater facility inspections are complete.

#### 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:**

- Staff are updating the Maple Valley Municipal Code language for the Surface Water Management rate structure and credits. Approval of these updates will be on the Council Agenda on January 6, 2020.

#### 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 King County WaterWorks grant totaling \$20,000.

## DEPARTMENT UPDATE

### Current Status:

- PLS completed the survey of the seven stormwater ponds.
- Staff have selected DMP to produce the design drawings and specifications for these retrofits.
- Due to delays, construction is being postponed until the summer of 2020 to ensure dry weather. This project will be combined with the 2020 Storm Water Pond Retrofits for future reporting.
- King County has provided an amendment to the WaterWorks grant agreement to allow for the extension to November 30, 2020.

### S-10 2020 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. Design will begin in January and construction is planned for summer and early fall.

- Staff have selected DMP to produce the design drawings and specifications for these retrofits. Design is expected to begin in January.
- King County has awarded the City a \$45,000 WaterWorks grant for the retrofit of these ponds.

### 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.

### Current Status:

- Commercial Fencing Corporation began construction in early December. Construction is expected to be completed in February of 2020.

### 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 and improve three existing water quality facilities.

### Current Status:

- The contract with Parametrix was signed in early December 2019.
- Staff participated in a kick-off meeting with Parametrix's team on December 10, 2019.
- Staff participated in a public involvement meeting with the public information team on December 16, 2019. Staff has provided comments on the Public Involvement Plan and Plan for the first public meeting.
- The first public meeting for this project has been scheduled for January 8, 2020 from 5:30 PM to 7:30 PM at Lake Wilderness Lodge.
- Staff participated in a site walk with Parametrix's team and the presidents of the Cedar Down and Cedar Downs Village on December 17, 2019.

### 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.

## DEPARTMENT UPDATE

### Current Status:

- PBS and staff identified an additional area collecting runoff from the 220<sup>th</sup> Avenue SE hill that requires treatment prior to discharge to Jenkins Creek. The Ecology grant manager has agreed that this location falls within the scope of our originally funded project and therefore costs can be covered by the grant. Design of this additional facility will require extra work from PBS, therefore Amendment 1 to their contract will be on the Council Agenda in January of 2020.

### Lakes Program

- Interview with Pat Anderson for Lake Wilderness Citizen Advisory Committee alternate was rescheduled due to illness.
- The City Council interviewed and selected two new voting members and one alternate to the Lake Wilderness Citizen Advisory Committee.
- Staff met with Terry McNabb from Aquatechnics to discuss the lake management program for 2020.

### Solid Waste

- Staff sent posted Facebook updates on holiday pick-ups times.
- City Council provided direction to staff to extend the contract for Recology Cleanscapes for an additional four years. Staff sent Recology the notification of contract extension via certified mail.

### 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 the Fox Pointe (237th and SE 248th Place) and Overlook at Summit Park, and Northpoint at Maple Centre developments. Rainier Ridge (now Tahoma 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 is working with J. R. Hayes for the facilitation of an application for development of the Hayes Gravel Pit into two warehouse uses. Staff received an application for a large daycare (The Learning Experience) located on the empty parcel next to TRM Wood Products.

- Monthly Permit/Inspections Metrics (MTD through 12/19/19)
  - Permit Applications Received: 46
  - Permits Issued: 54
  - Projects Submittals: 6
  - Inspections Completed: 292

### Planning Commission

The Commission wrapped up the year with a hearing (as required under state law) on the passage of Interim Zoning regarding mixed uses in commercial zones. The Commission also reviewed the draft 2020 work plan and had several suggestions for work plan items for Council consideration. Staff has advertised for the two open Alternate Commissioner positions twice during the month of December, with anticipated Council appointment in January.

## DEPARTMENT UPDATE

### Legacy Site

#### Current Work:

Farmers Market Relocation has moved past conceptual design to civil engineering. Permits will be submitted in the next few weeks. February 1, 2020 is still the target date for construction bid advertisement.

Additionally, staff attended a Public Private Partnership (P3) Government Conference which expanded on the research we have done to make a P3 project successful. We are beginning to outline a public outreach strategy to engage the public on the procurement process.

#### Past Milestones:

At the November 2, 2019 City Council Retreat, staff provided City Council with an update on the procurement process for development of the Legacy Site. Staff will issue an RFQ and select a shortlist of master developers who will help us refine the terms of the public private partnership. Zoning and appraisal of the Legacy Site will precede issuance of a competitive Request for Proposals. Staff anticipates the selection of a master developer in September 2020 with negotiation of the developer agreement through the end of 2021. City Council also identified and prioritized the list of public amenities desired at the Legacy Site, as well as a list of allowed for profit amenities. Staff is continuing to finalize a draft RFQ anticipated to be advertised in January 2020.

On November 12, 2019, staff also presented to City Council an update of the Farmer's Market Relocation project. The project is still on schedule to be constructed and ready in June 2020.

## 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	9	21
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	37	70
CD1610-005	Northpoint at Maple Centre	3/28/2017	110	3/27/2022	No	110	Yes				74	36
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				23	61
<b>Total</b>			<b>566</b>			<b>569</b>		<b>23</b>	<b>78</b>	<b>102</b>	<b>165</b>	<b>201</b>

### 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
SEPA1909-001	Maple Valley Business Park SEPA Revision	387,218	New construction	Under Review
DR1912-001	The Learning Experience	10,122	New construction	Under Review
<b>Total:</b>		<b>595,714</b>		

### 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	3	19
Other Review Meetings					0
<b>Totals</b>	<b>9</b>	<b>9</b>	<b>5</b>	<b>3</b>	<b>26</b>



