



Small Town. Real Life.

Mayor of Duvall's bi-monthly update to the community

June 21, 2015

Mayor's office:

The big discussion this week is a recommendation from Fire Chief Burke to ban fireworks this year. His request does not come lightly. He is concerned with the very dry weather and the likelihood that a firework will land on a lawn or brush and start a fire. He called me on Thursday late afternoon with the request. Since that time I have spoken to Matt Morton on the issue as well as Police Chief Hert, Public Works Director Leniszewski, and exchanged voice mails with the City Attorney. Chief Burke will be at the Council meeting on Tuesday to express his concern. In the conversations I had, Duvall cannot ban fireworks without a year and one day notice. Chief Burke feels the law is different, and is asking for a ban this year. In speaking with Matt Morton, the County he is in, has had six brush fires and they have tried to ban them this year, yet in speaking with the Attorney General and the fire marshal, he is not able to ban them.

Based on the information I have, I cannot ask Council to ban fireworks, but to work with the community on watering their lawns, bushes and make sure they are careful this year. Council will have the opportunity to weigh in on the issue, as a new business item for discussion.

Two last items, Woodinville Duvall Rd is closed starting tomorrow. We have worked with King County and City of Monroe to post message boards on various roads. I expect the alternative routes to be very busy the first couple of days until folks adjust to the closure. Finally, I will be attending the AWC conference this week, so I will not be at the Council meeting on Tuesday.

City departments:

The City has five key departments, Police, Planning, Public Works, Finance and City Clerk. Each department works on key programs and projects. In addition we utilize the services of the City of Snoqualmie for IT.

Police:

Submitted by: Chief Carey Hert

- Chief Hert and Commander Lewis have held recent meetings with our Fire Department, developing a joint training strategy for both agencies to train and prepare for scenes of violence. The initial stages will include each department training their own staff, then bringing both departments together to train as a unit. This planning and projected training coincides with planning that has been taking place with the Riverview School District, which includes a 3-5 disaster preparedness training exercise. Additionally, our department has been working with our Fire Department and Mayor Ibershof to provide water safety information to our community. This will continue throughout the summer months.
- Chief Hert recently completed a grant application through the Federal, COPS Hiring Program. If approved, this will allow our department to employ a full-time School Resource Officer. This grant does in fact have a local match, which Mayor Ibershof and Dr. Anthony Smith have agreed to terms on cost sharing. Grant awards will be made public in early September.
- The 2014-2015 school year ended this past Tuesday. This is the first full year of the partnership between our school district and police department. This partnership provided for a part-time presence of police at Cedarcrest High School. Though we weren't able to provide as much presence as we anticipated and would have liked to, we do believe our presence made an impact, establishing a wonderful working relationship between police, our school district and our student body. We are proud to report that we had no significant incidents this past school year.
- Commander Lewis and Sgt. Eaton recently attended the WACOPS conference in Marysville. Training included Excited Delirium and Cross Fit Exercise programs for Law Enforcement, focusing on core building. Commander Lewis was on the Executive Board for the past 3 years and a delegate for this organization for the past 7 years. Commander Lewis was honored at this conference for his service.
- Sgt. Batiot recently attended a 2 day training conference in Edmonds, learning how to conduct pre-employment background investigations.
- Commander Lewis was the guest speaker at Rotary this past week, providing attendees with thoughts on the current public perception of Law Enforcement.
- As a reminder, the Woodinville-Duvall Road will be closed for approximately 2 weeks. The closure is currently scheduled to begin on Monday, June 22nd at 6:00 a.m., with the road re-opening on Friday, July 3rd. Please keep in mind that this is a 24/7 closure, so please plan ahead

when traveling to/from work. This closure will undoubtedly create traffic congestion and frustration for our community.

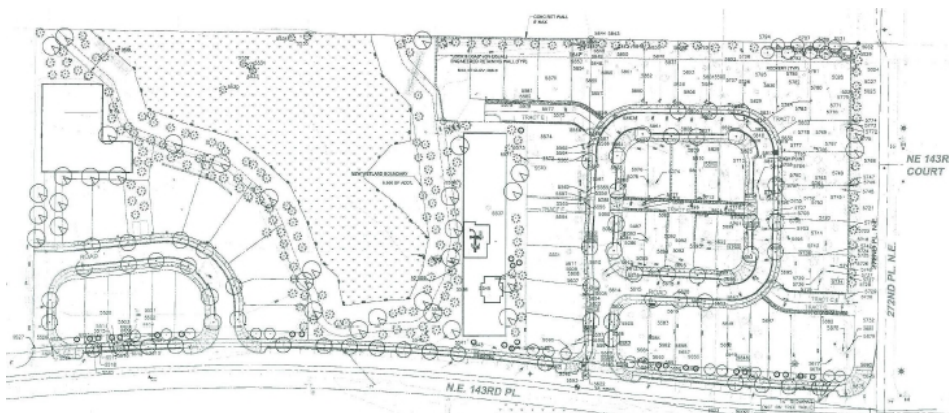
- Our police officers responded to over 120 calls for service in the past 2 weeks. These calls included: assisting citizens, motor vehicle accidents, suspicious persons, unwanted persons and an unfortunate suicide.

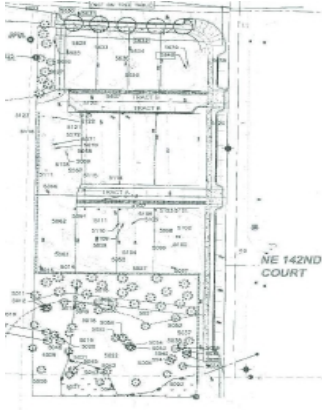
Planning Department:

Submitted by: Lara Thomas, Planning Director

Current Development:

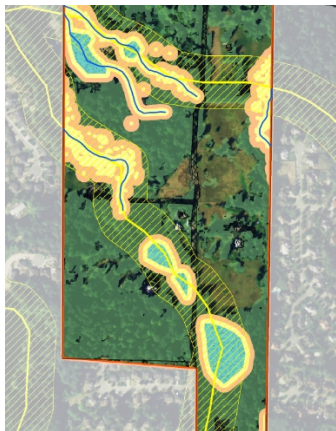
- **Duvall Village** –The City Council approved a development agreement for the Duvall Village project on June 9th. The next step is to hold a public hearing for 1303-WLD Duvall Village LLC (Westcott Homes) preliminary plat, site plan review, and shoreline substantial development permit. The hearing will take place in front of the City’s Hearing Examiner on June 30th. The hearing report with exhibits will be on our website on June 23rd. The scope of the project includes subdividing 24.1 acres, of 30.8 acres, into 99 attached single-family lots in 23 separate buildings, three commercial lots, and one 13-acre sensitive area/open space tract. The remaining 6.7 acres west of the Snoqualmie Valley Trail will be purchased by the City with grant money received from the King County Flood District and King County Conservation Futures and Parks Levy. This area will be used for parks and open space.
- **Rio Vista** The preliminary plat was submitted this week. The proposed 69 lot subdivision contains single-family and attached (duplex and triplex) units. The proposed units are in addition to the 5.5 acres of park property to be dedicated to the City at final plat. The project is located on NE 143rd Place and 272nd Place NE and zoned R12 (12 units per acre).





Long Range:

- **Watershed Plan** –After receiving feedback from Planning Commission and City Council, staff worked with the City’s consultant to modify the plan by incorporating the feedback received at previous meetings. The Planning Commission hosted a joint workshop with the City Council on June 17th. Please click on the QR code to review the **DRAFT WATERSHED PLAN**. Please consider taking time to review the draft plan. This plan will help guide the City on how it **GROWS** in the future. Below is a snapshot of our North Urban Growth Area. Please email comments to lara.thomas@duvallwa.gov.



Invenoried Streams	Minimum Buffer Scenario
City Limits	Standard Buffer Scenario
Urban Growth Area	Impervious Surface
UGA Analysis Areas	Forest Cover
Fish & Wildlife Habitat Corridors	
HabbitatCooridor	
Invenoried Wetlands	

Finance Department:

Submitted by: Jennifer Anderson, Accountant

- 2016 Budget Expense Worksheets were updated and instructions were sent out to the Department heads on June 16th. Each department should start working on their 2016 budgets. Budget worksheets are due back to Finance by July 21, 2015.
- Next week is a busy week for Utility Billing: meter readings, billing, shut off day and past due notices.
- Stephanie has been working on archiving several records.
- June 15th payroll was processed but took longer than anticipated with the Springbrook upgrade.
- Still having a few issues with the Springbrook upgrade. We have weekly conference calls with Springbrook to address the issues.
- Attended the Microsoft Office 365 refresher training class.
- Billed \$9,000 through misc. accounts receivable for various fees and charges for May activity.
- Working on Salary Budget Worksheet for 2016.
- Processing A/P invoices for the June 23rd Council Meeting.
- Still working on closing out May's financials.

City Clerk

Submitted by; Jodi Wycoff, Interim City Clerk

In addition to the regular duties which include filing, business licenses, Council packets, Council Meeting minutes, website updates, etc. Below are a few items of note:

City Clerk:

Special Events:

No new applications since last report.

In General:

- Ms. Wycoff is assisting with the coordination of an Interlocal Agreement with Riverview School District for use of their facilities for future City Council meetings. This change in venue also requires the Council meeting dates to change. If approved by Council at the next meeting, this change will take affect July 1st with the first Council meeting in the new location on July 7th.
- Ms. Wycoff is coordinating updated training on the City's phone system. There are a number of updates that need to be made to the system with recent staff changes.
- Ms. Wycoff attended a recent King County Municipal Clerk's Association meeting where City of Kirkland gave a presentation showcasing their web-based public disclosure software. Public disclosure and government transparency are very important elements in all of our jobs. This software may be something that could help Duvall in the future.
- Ms. Wycoff has been assisting with research on the pros/cons and potential efficiencies of Councilmembers having portable City-owned devices. The biggest efficiencies would be improved communication and paperless packet distribution.

Recycling:

- The Annual Special Recycle Collection Event (SRCE) is scheduled for July 18th. Ms. Wycoff is working on the flyer that will be sent to all 98019 residents to advertise the event. The flyer should go out in the mail the week of June 29th.
- Ms. Wycoff could not locate a farm interested in taking the plastic plant pots this year so this station will be replaced by a shredding truck. This new station will allow participants to bring up to two boxes of shredding per vehicle.


Public Works Department

Submitted by: Steve Leniszewski, Public Works Director

Mayor, on behalf of the Public Works Director and the entire PW department, I am pleased to inform you that we have been working on:

- **Woodinville / Duvall Road Closure between West Snoqualmie Valley Road and Highway 203 (aka Main Street):** Staff has been working with King County, media, and other agencies to try to spread the word about the upcoming closure of Woodinville-Duvall Road. This has included a request for message boards from King County and coordination of their placement, forwarding information to the local newspaper and local agencies, as well as the sharing of information via City website and social media accounts. See an example below:

King County News Release - NE Woodinville-Duvall Road to close for major repairs beginning Monday June 22nd (<http://duvallwa.gov/CivicAlerts.aspx?AID=65>). Please review alternative routes. In anticipation of the Woodinville / Duvall Road closure beginning June 22nd, we thought this would be a great time to share an alternative route map (it can be found on our City Facebook page). The alternative routes are typically used during floods but should help show alternative routes in and out of Duvall. One route not shown on the map is High Rock Road which is located between Duvall and Monroe.



King County

News release

King County Department of Transportation


Date: June 10, 2015Contact: Rochelle Ogershok at (206) 477-3030

NE Woodinville-Duvall Road to close for major repairs beginning June 22

The King County Road Services Division will close a section of Northeast Woodinville-Duvall Road just west of Duvall for bridge repairs beginning 9 a.m. Monday, June 22. The repairs are expected to last two weeks and will require that the road be completely closed to through-traffic between West Snoqualmie River Road Northeast and West Snoqualmie Valley Road Northeast to ensure safety.

The aging bridge, spanning Duvall Slough, is one of five bridges located along this stretch of Woodinville-Duvall Road. The bridge is in a floodplain and during periods of heavy rain, its abutments sustain significant erosion requiring repair. This project should greatly reduce the potential for damage and emergency closures during major flooding. Crews will remove the unstable soil and replace it with new material and geotextile fabric to provide added strength and protection.

During construction, drivers should use West Snoqualmie Valley Road and SR 203 as detours. (See map below.) Repairs are expected to be completed by Friday, July 3.



See this and other KCDOT news online at: www.kingcounty.gov/transportation/kcdot/newscenter

- **King County Trail use advisory:** A portion of the Snoqualmie Valley Trail will be closed approximately 1.5 miles south of the SR203 and NE 124th Street Roundabout this summer for repairs. An image is attached for you viewing and sharing if you see fit. We have requested a sign be placed in the vicinity of McCormick Park and King County has complied.
- **New grant data:** The City of Duvall was awarded a National Estuary Program (NEP) Watershed Protection and Restoration Grant for a watershed-based stormwater management plan update. There was \$6 Million in submittals for the \$1.5 Million in grant dollars. The grant award email stated that “Based on the strength of your proposal we will be funding your project at the full requested amount of \$199,674 contingent upon an approved scope of work”.

Utilities:

- Staff is performing the Boundary Line Adjustment process for the Tech Center Buildings and Yard. Final surplus documents will be coming to City Council in the next few weeks and all parties associated with both properties have signed and funds are now in escrow. We will close on the parcels when the BLA is recorded (≈60 days).
- PW maintenance staff repaired two (2) water system leaks last week. One off of Miller Street and Third Avenue, the other was west of Third Avenue at Kennedy Place.
- Public works is planning to begin our yearly catch basin cleaning work during the month of July. We will utilize the rental of a vactor truck and perform the work with city staff. Renting the equipment is estimated to cost \$15,000 or less, historically we have utilized contractors to perform the work and the costs of the effort were over three times the amount.

Project / Engineering Activities:

- The Taylor Park Wall project was recently awarded to Pile Contractors Inc. in the amount of \$326,886. The project will install a 200 foot long Soldier Pile wall on the south side of Taylor Park Playground and provide long term stabilization along the slope. Some of the permitted requirements will include the removal of four large trees and temporary park closure beginning in August through September. We are very aware of the high use of attendance in the Park and are working with the Contractor to limit the amount of closure.

The park will have a notice posted onsite next week.

- Cherry Valley Tennis Court: These tennis courts will be closed for minor surface repair (a follow up to last year's re-surfacing) and crack filling. The court will be closed Saturday 6/27 – Monday 6/29 and a notice will be posted.
- Development Construction: A preconstruction meeting occurred on June 9th for the Cherry Valley/Allen Street Village project located at the NE Allen Street/Cherry Valley Road intersection. The project includes plat construction for 23 residential lots, the 1st Avenue NE connection from NE Allen Street to Cherry Valley Road, and associated frontage and infrastructure improvements. Construction has started at the site.
- Public Works Staff continues to correspond with WSDOT, Utility Providers, and PCL contractors on the Coe Clemons Creek Culvert Replacement Project. Significant construction, and a 7 to 10 day full-time closure of SR-203 at the culvert crossing, will occur in July 2015. Nightly closures will occur until the project is completed in approximately September 2015.
- Public Works Staff is continuing to work on permitting and design activities for the Main Street South project. A SEPA submittal should be ready for the week of the 22nd and staff will also be meeting with KPG and WSDOT to review comments and make adjustments to the project's channelization plan.
- Public Works Staff has completed an engineer estimate for the NE Stephens Street Overlay. A budget will be proposed to City Council for approval prior to advertising for quotes.
- Public Works Staff continues to follow up with property management duties at the Valley Tech Center to assist with tenants, lease payments and prepare for the sale of the property.

- Public Works Staff is coordinating with Puget Sound Energy and WSDOT to gain approval to install decorative “wraps” on their ground mounted cabinets, transformers, and controllers. (example)



IT Department:

Submitted by: PJ Rodriguez

IT did not submit a report, yet they will be at the Council meeting on Tuesday night for two reasons. First to share with council the changes to their e-mail with Office 365, and to discuss if Council would like to have a City issued device. Many cities have gone paperless and many council members prefer a City owned device for their City e-mails. PJ will be there to discuss the merits with council. If council would like to be issued a device, they would arrive in late July.

Mayor's Office - Future Items:

Within the next couple of days, we will have selected a date for the Economic Development workshop hosted by the future City Administrator. In addition, a date will be selected for the transition retreat. If you have not spoken to the clerk, then please reach out to her to confirm the dates that will work for you. This will help the clerk select dates for the two events.