



FINANCE & ADMINISTRATION COMMITTEE MEETING

Tuesday, February 03, 2026, at 6:00 PM

Snoqualmie City Hall, 38624 SE River Street & Zoom

COMMITTEE MEMBERS

Chair: Jolyon Johnson

Councilmembers: Bryan Holloway and Louis Washington

This meeting will be conducted in person and remotely using Zoom.

Join by Telephone: To listen to the meeting via telephone, please call **253.215.8782** and enter Webinar ID **880 1897 0598** and Password **1830050121** if prompted.

Join by Internet: To watch the meeting over the internet via your computer, follow these steps:

- 1) Click this [link](#)
- 2) If the Zoom app is not installed on your computer, you will be prompted to download it.
- 3) If prompted for Webinar ID, enter **880 1897 0598**; Enter Password **1830050121**

CALL TO ORDER & ROLL CALL

AGENDA APPROVAL

PUBLIC COMMENTS (online public comments will not be taken).

MINUTES

- [1.](#) Approval of the minutes dated January 21, 2026.

APPROVAL OF WARRANTS / CLAIMS

- [2.](#) Consideration of Claims Report dated February 9, 2026.

AGENDA BILLS

- [3.](#) **AB25-106:** Ordinance Amending and Repealing Snoqualmie Municipal Code to Align with Financial Management Policy

DISCUSSION

4. Open Public Meetings Act Review

CITY COUNCIL AGENDA REVIEW

- [5.](#) Review Draft City Council Agenda dated February 9, 2026.

ADJOURNMENT



FINANCE & ADMINISTRATION COMMITTEE MEETING MINUTES JANUARY 21, 2026

This meeting was conducted in person at Snoqualmie City Hall and remotely using Zoom.

CALL TO ORDER - Chair Jolyon Johnson called the meeting to order at 6:00 pm.

Committee Members: Councilmembers Jolyon Johnson, Bryan Holloway, and Louis Washington were present.

Mayor James Mayhew was also present.

City Staff:

Mike Chambless, City Administrator; Dena Burke, City Attorney; Fletcher Lacroix, IT Director; Drew Bouta, Finance Director; Interim City Clerk, Robert Thrall; Janna Walker, Budget Manager; Jen Hughes, Deputy Finance Director; and Jimmie Betts, IT Support.

AGENDA APPROVAL - The agenda was approved as presented

PUBLIC COMMENTS – There were no public comments.

MINUTES – The minutes dated January 6, 2026, were approved as presented.

APPROVAL OF WARRANTS / CLAIMS – The claims report dated January 26, 2026, was approved to move forward to the January 26, 2026, City Council meeting on the consent agenda.

DISCUSSION

3. List of Legislative Priorities. Chair Johnson led the discussion. Councilmember Holloway and Councilmember Washington joined the conversation and discussed changes they would like to make to the List of Legislative Priorities. Councilmembers agreed on the changes they would like to see made to the document. Committee approved bringing this discussion to the January 26, 2026, City Council meeting.

4. Future Meeting Agenda Items (Informational Only)

Agenda was amended to add discussion item number 5 on Flood Damage Update.

5. Flood Damage Update - Director Bouta led the discussion. Director Bouta provided an “Estimated To-Date Impact on Reserve Fund”. Councilmembers joined the discussion and asked questions. Mayor Mayhew joined the conversation and added insight to Councilmembers. Committee approved bringing this discussion to the January 26, 2026, City Council meeting.

CITY COUNCIL AGENDA REVIEW

6. The January 26, 2026, City Council agenda was approved as amended.

ADJOURNMENT

The meeting was adjourned at 6:34pm.

Minutes prepared by Robert Thrall, Interim City Clerk.

Recorded meeting audio is available on the city website after the meeting.

Minutes approved at the _____, 2026, Finance & Administration Committee Meeting.

DRAFT



Finance Department

Drew Bouta, Director of Finance

38624 SE River St. | PO Box 987

Snoqualmie, Washington 98065

(425) 888-1555 | dbouta@snoqualmiewa.gov

To: City Council
Finance & Administration Committee

From: Drew Bouta, Director of Finance

Date: February 9, 2026

Subject: CLAIMS REPORT
Approval of payments for the period: January 7, 2026 to January 28, 2026

BACKGROUND

Per RCW 42.24.080, all claims presented against the city by persons furnishing materials, rendering services, or performing labor must be certified by the appropriate official to ensure that the materials have been furnished, the services rendered, or the labor performed as described, and that the claims are just, due, and unpaid obligations against the city, before payment can be made. Expedited processing of the payment of claims when certain conditions have been met allows for the payment of claims before the legislative body has acted to approve the claims when: (1) the appropriate officers have furnished official bonds; (2) the legislative body has adopted policies that implement effective internal control; (3) the legislative body has provided for review of the documentation supporting the claims within a month of issuance; and (4) that if claims are disapproved, they shall be recognized as receivables and diligently pursued. The City of Snoqualmie meets all requirements of this state law.

Pursuant to Snoqualmie Municipal Code (SMC) Chapter 3.85, all Claims, Demands and Vouchers against the city, provides that the Finance Director or her designee will examine all claims prior to payment and provide periodic reporting of the payments to the City Council for final approval. Per SMC 3.85.040, to meet these requirements, the Finance Director schedules payment of claims and payroll for monthly Finance & Administration Committee review followed by full City Council approval on the consent agenda. Per SMC 3.85.050, documentation supporting claims paid and the Finance Director's written report are made available to all city council members at City Hall for 48 hours prior to the Finance & Administration Committee meeting. Following the 48-hour review period, the Finance & Administration Committee considers the claims as part of its regular agenda and recommends to the full city council whether to approve or disapprove the claims. Consistent with these requirements, this report seeks City Council approval of payment of claims and payroll batches summarized in the table below.

ANALYSIS

All payments made during these periods were found to be valid claims against the city. The City's internal controls include certification of the validity of all expenditures by the appropriate department and an internal audit conducted by designated finance department staff who review all claims and payroll payments. Staff performs system validation and exception reviews to validate payroll records. The Finance Director performs a random sampling review of supporting documentation for claims payments to ensure validity, as well as regularly reviews its processes to ensure appropriate internal controls are in place. The City issues disbursements for claims and payroll via the following methods:

- Warrant: paper negotiable instruments, very much like, although legally distinct from, checks
- Commercial Credit Card: as authorized by Financial Management Policy
- Electronic Funds Transfer (EFT). EFTs are electronic banking transactions (no paper instrument) of two basic types: (1) Automated Clearing House (ACH) for Electronic Fund Transfer (EFT) and (2) Wire Transfers a direct transfer between bank accounts

The following table summarizes the claims and payments authorized by the Finance Director:

The foregoing amounts were budgeted in the 2025-2026 biennial budget, and sufficient funds are available to cover these payments, as appropriate. Details pertaining to the individual vendor payments are available in documentation provided for the Finance & Administration Committee and subsequent City Council review by accessing the following link on the city website: [Claims Report](#)

CITY OF SNOQUALMIE
Disbursements for Council Approval
Claims, Payroll and Miscellaneous

[illegible]

PAYROLL		Warrants		ACH		PAYROLL TOTAL
Date	From #	Thru #	Amount	Qty	Amount	
1/22/2026				108	\$ 399,648.46	399,648.46
					<i>Grand Total</i>	399,648.46

[illegible]

Total	2,668,211.63
--------------	---------------------

The following claims and payments were objected to by Finance Director: **NONE**
(Itemize claims/demands amounts and circumstances, and summarize reasons for objection)

I, the undersigned, do hereby certify under penalty of perjury that the claims and payroll warrant and/or checks itemized above were issued to pay just, due, and unpaid obligations of the City of Snoqualmie for materials furnished, services rendered, or labor performed, and that I am authorized to authenticate and certify the foregoing.


Drew Bouta, Director of Finance

Date _____

FINANCE & ADMINISTRATION COMMITTEE RECOMMENDATION: Approve / Not Approve

Claims presented to the City to be paid in the amount of \$7,596.98

For claims warrants numbered 86662 to 86667 & dated 1/7/2026

VENDOR	VENDOR NAME	ACCOUNT	ACCOUNT DESC	YEAR	PERIOD	TYPE	AMOUNT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE	CHECK DATE
705	Dimartino	631.00.000.23150.231500.	Undistributed Payroll Deductns	2026	1	INV	\$ 472.50	86662	Payroll 1/7/2026	Life/AD&D - Fire	1/7/2026	1/7/2026
7	IAFF - Political	631.00.000.23150.231500.	Undistributed Payroll Deductns	2026	1	INV	\$ 4.18	86663	Payroll 1/7/2026	IAFF payroll contribution	1/7/2026	1/7/2026
9	IAFF Local 1762	631.00.000.23150.231500.	Undistributed Payroll Deductns	2026	1	INV	\$ 3,625.30	86664	Payroll 1/7/2026	Fire dues - Dec25	1/7/2026	1/7/2026
235	SNOQ POLICE ASSN	631.00.000.23150.231500.	Undistributed Payroll Deductns	2026	1	INV	\$ 1,500.00	86665	Payroll 1/7/2026	Police dues - December	1/7/2026	1/7/2026
17	WSCFF	631.00.000.23150.231500.	Undistributed Payroll Deductns	2026	1	INV	\$ 1,125.00	86666	Payroll 1/7/2026	Medical expense reimb. program - Fire	1/7/2026	1/7/2026
1107	WSPMT	631.00.000.23150.231500.	Undistributed Payroll Deductns	2026	1	INV	\$ 870.00	86667	Payroll 1/7/2026	Long term disability - Police	1/7/2026	1/7/2026

Claims presented to the City to be paid in the amount of \$451,578.39

For claims warrants numbered 2025323 to 2025330 & dated 1/7/2026

VENDOR	VENDOR NAME	ACCOUNT	ACCOUNT DESC	YEAR	PERIOD	TYPE	AMOUNT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE	CHECK DATE
1	AWC Benefits	631.00.000.23150.231500.	Undistributed Payroll Deductns	2026	1	DIR	\$ 174,594.70	2025323	Payroll 1/7/2026	Health/Disab Benefits	1/7/2026	1/7/2026
10	DSHS	631.00.000.23150.231500.	Undistributed Payroll Deductns	2026	1	DIR	\$ 500.00	2025324	Payroll 1/7/2026	Child support	1/7/2026	1/7/2026
13	Voya	631.00.000.23150.231500.	Undistributed Payroll Deductns	2026	1	DIR	\$ 225.00	2025325	Payroll 1/7/2026	Deferred Compensation Program	1/7/2026	1/7/2026
14	ICMA - Mission Sq	631.00.000.23150.231500.	Undistributed Payroll Deductns	2026	1	DIR	\$ 5,922.06	2025326	Payroll 1/7/2026	Deferred Compensation Program	1/7/2026	1/7/2026
16	AFLAC	631.00.000.23150.231500.	Undistributed Payroll Deductns	2026	1	DIR	\$ 78.13	2025327	Payroll 1/7/2026	Aflac insurance	1/7/2026	1/7/2026
484	DRS	631.00.000.23150.231500.	Undistributed Payroll Deductns	2026	1	DIR	\$ 89,825.95	2025328	Payroll 1/7/2026	DRS Pension / Deferred Compensation Program	1/7/2026	1/7/2026
706	NWFFT Trust	631.00.000.23150.231500.	Undistributed Payroll Deductns	2026	1	DIR	\$ 37,492.19	2025329	Payroll 1/7/2026	Health benefits - Fire	1/7/2026	1/7/2026
90500	EFTPS	631.00.000.23150.231500.	Undistributed Payroll Deductns	2026	1	DIR	\$ 142,940.36	2025330	Payroll 1/7/2026	IRS Tax deposit	1/7/2026	1/7/2026

Claims presented to the City to be paid in the amount of \$308,956.75

For claims warrants numbered 86607 to 86655 & dated 1/15/2026

VENDOR	VENDOR NAME	ACCOUNT	ACCOUNT DESC	YEAR	PERIOD	TYPE	AMOUNT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE	CHECK DATE
2044	ACCORD CONTRACTORS	310.12.605.59476.563010.	Rivertrail Phase I - Construct	2025	12	INV	\$ 49,469.79	86607	3	Riverwalk NW of Sandy Cove - Construction	12/31/2025	1/15/2026
1263	AMZONCAP	001.10.017.52560.531910.	Operating Supplies	2025	12	INV	\$ 47.07	86608	1LCV-TGHH-9DTM	Coat rack for Emergency Ops. Center (EOC)	12/30/2025	1/15/2026
1263	AMZONCAP	001.10.017.52560.531910.	Operating Supplies	2025	12	INV	\$ 141.95	86608	1Y7P-NVHR-GGCM	K-Cup coffee maker for Emergency Ops. Center (EOC)	12/28/2025	1/15/2026
33	APP	501.23.051.54868.531200.	Motor Oils	2025	12	INV	\$ 1,223.16	86609	25-521632	Bulk motor oil, 100 gallons	11/19/2025	1/15/2026
33	APP	501.23.051.54868.531200.	Motor Oils	2025	12	INV	\$ 3,396.26	86609	25-523748	Bulk motor oil, 150 gallons	11/21/2025	1/15/2026
917	ATWORK	001.12.028.57680.548150.	Landscaping Services	2025	12	INV	\$ 19,334.82	86610	PS-INV106335	Contracted Landscape Maint. Services - Mini Parks	11/30/2025	1/15/2026
917	ATWORK	001.16.035.54270.548150.	Landscaping Services	2025	12	INV	\$ 6,671.28	86610	PS-INV106336	Contracted landscape maint. services -- asstd. ROW	11/30/2025	1/15/2026
917	ATWORK	403.22.050.53130.548150.	Landscaping Services	2025	12	INV	\$ 15,566.33	86610	PS-INV106336	Contracted landscape maint. services -- asstd. ROW	11/30/2025	1/15/2026
917	ATWORK	510.24.053.51820.548150.	Landscaping Services	2025	12	INV	\$ 2,999.01	86610	PS-INV106334	Landscape Maintenance Agreement - Facilities	11/30/2025	1/15/2026
1915	B&H Photo-Video	502.11.021.51888.548860.	Hardware-Software Maintenance	2025	12	INV	\$ 2,096.92	86611	239683732	Fire training room projector replacement	12/3/2025	1/15/2026
1552	Bentbrook Trucking	001.10.015.52530.541000.	Professional Svcs - General	2025	12	INV	\$ 2,096.00	86612	1473	Shoulder repair, material haul - flood recovery	12/22/2025	1/15/2026
64	City of Snoqualmie	310.13.701.59418.541060.	Facilities Maint - Design	2025	12	INV	\$ 987.02	86613	COM2025-041	PPW Main office improvements building permit fee	11/20/2025	1/15/2026
667	COPIERS NW	001.16.035.54264.545200.	Rent - Sign Laminator	2025	12	INV	\$ 35.87	86614	INV3111900	Basic lease for laminator & wide cutter	12/16/2025	1/15/2026
667	COPIERS NW	001.16.035.59142.577002.	Plotter/Laminator Lease	2025	12	INV	\$ 389.90	86614	INV3111900	Basic lease for laminator & wide cutter	12/16/2025	1/15/2026
76	COS	001.09.014.52250.547300.	Water - Sewer - Stormwater	2025	12	INV	\$ 962.25	86615	UB 12/25	CoS Utility Billings December Service	1/7/2026	1/15/2026
76	COS	001.13.000.51820.547300.	Water - Sewer - Stormwater	2025	12	INV	\$ 75.41	86615	UB 12/25	CoS Utility Billings December Service	1/7/2026	1/15/2026
76	COS	001.12.028.57680.547300.	Water - Sewer - Stormwater	2025	12	INV	\$ 12,448.74	86615	UB 12/25	CoS Utility Billings December Service	1/7/2026	1/15/2026
76	COS	001.08.009.52150.547300.	Water - Sewer - Stormwater	2025	12	INV	\$ 1,018.81	86615	UB 12/25	CoS Utility Billings December Service	1/7/2026	1/15/2026
76	COS	001.16.035.54230.547300.	Water - Sewer - Stormwater	2025	12	INV	\$ 1,489.39	86615	UB 12/25	CoS Utility Billings December Service	1/7/2026	1/15/2026
76	COS	001.16.035.54270.547300.	Water - Sewer - Stormwater	2025	12	INV	\$ 333.49	86615	UB 12/25	CoS Utility Billings December Service	1/7/2026	1/15/2026
76	COS	401.18.037.53481.547300.	Water - Sewer - Stormwater	2025	12	INV	\$ 1,266.55	86615	UB 12/25	CoS Utility Billings December Service	1/7/2026	1/15/2026
76	COS	401.19.039.53935.547300.	Water - Sewer - Stormwater	2025	12	INV	\$ 271.93	86615	UB 12/25	CoS Utility Billings December Service	1/7/2026	1/15/2026
76	COS	402.20.040.53580.547300.	Water - Sewer - Stormwater	2025	12	INV	\$ 7,820.42	86615	UB 12/25	CoS Utility Billings December Service	1/7/2026	1/15/2026
76	COS	403.22.050.53130.547300.	Water - Sewer - Stormwater	2025	12	INV	\$ 1,031.18	86615	UB 12/25	CoS Utility Billings December Service	1/7/2026	1/15/2026
76	COS	510.24.053.51820.547300.	Water - Sewer - Stormwater	2025	12	INV	\$ 6,765.61	86615	UB 12/25	CoS Utility Billings December Service	1/7/2026	1/15/2026
328	DAVDOOR	001.12.028.57680.548000.	Repair & Maintenance Services	2025	12	INV	\$ 2,022.79	86616	INV0020900	Timer install - door locks @ Centennial restrooms	12/15/2025	1/15/2026
617	EJ	402.20.045.53560.531300.	Repair & Maintenance Supplies	2025	12	INV	\$ 59.11	86617	110250099774	Can key for manholes	12/18/2025	1/15/2026
1651	Evergreen Courier LL	402.20.040.53585.542300.	Postage & Freight	2025	12	INV	\$ 228.00	86618	000419	Ship wastewater samples to lab	12/29/2025	1/15/2026
1860	FCS Bowman	401.18.019.53410.541095.	Utility Rate Study	2025	12	INV	\$ 579.00	86619	3918-22509038	Utility rate study 2025/2030	9/30/2025	1/15/2026
1860	FCS Bowman	402.20.019.53510.541095.	Utility Rate Study	2025	12	INV	\$ 579.00	86619	3918-22509038	Utility rate study 2025/2030	9/30/2025	1/15/2026
1860	FCS Bowman	403.22.019.53110.541095.	Utility Rate Study	2025	12	INV	\$ 289.50	86619	3918-22509038	Utility rate study 2025/2030	9/30/2025	1/15/2026
105	FedEx	402.20.019.53510.541561.	Water Quality Program Fees	2025	12	INV	\$ 9.84	86620	9-118-16190	Postage - water quality application	12/26/2025	1/15/2026
106	Ferguson Water Works	401.18.037.53481.548000.	Repair & Maintenance Services	2025	12	INV	\$ 5,131.31	86621	0105991	Annual support fee, 10/8/25 -- 10/7/26	12/31/2025	1/15/2026
1248	FIDELIS	502.11.020.51888.541000.	Professional Svcs - General	2025	12	INV	\$ 18,018.00	86622	65594	Server installations and migration - prof servs	12/8/2025	1/15/2026
125	HERRERA	403.22.030.53190.541000.	Professional Svcs - General	2025	12	INV	\$ 679.17	86623	60433	NPDES Permit engineering support Sept25	10/22/2025	1/15/2026
125	HERRERA	403.22.030.53190.541000.	Professional Svcs - General	2025	12	INV	\$ 1,182.54	86623	60708	NPDES Permit engineering support Oct25	11/18/2025	1/15/2026
2060	HMA	001.09.014.52270.549020.	Other Taxes/Fees/Misc Expenses	2025	12	INV	\$ 762.72	86624	EMS-Refund-Jan2025	EMS Refund; 2nd payment, rec Jan2025	10/31/2025	1/15/2026
2059	Jackson Brendel	001.09.000.34260.342606.	Ambulance Transport Fees	2025	12	INV	\$ 323.93	86625	EMS-Refund-Nov25	EMS Refund	12/29/2025	1/15/2026
1870	Karmali Law Office	001.13.117.51591.541111.	Public Defender Services	2025	12	INV	\$ 1,840.00	86626	April2025	Public defense services April 2025	12/14/2025	1/15/2026
1870	Karmali Law Office	001.13.117.51591.541111.	Public Defender Services	2025	12	INV	\$ 460.00	86626	July2025	Public defense services July 2025	12/16/2025	1/15/2026
1870	Karmali Law Office	001.13.117.51591.541111.	Public Defender Services	2025	12	INV	\$ 920.00	86626	June2025	Public defense services June 2025	12/16/2025	1/15/2026
1870	Karmali Law Office	001.13.117.51591.541111.	Public Defender Services	2025	12	INV	\$ 460.00	86626	March2025	Public defense services March 2025	12/14/2025	1/15/2026

1870	Karmali Law Office	001.13.117.51591.541111.	Public Defender Services	2025	12	INV	\$	920.00	86626	May2025	Public defense services May 2025	12/16/2025	1/15/2026
1920	KC Public Health	402.20.040.53580.547501.	Hazardous Waste Program Fees	2025	12	INV	\$	7,410.78	86627	Q4-2025	Fee to fund payments to city for recycle events	12/31/2025	1/15/2026
142	KC RADIO	001.09.014.52250.542100.	Radio Communication Services	2025	12	INV	\$	579.32	86628	INV-WO002948	Travel time, bench time	12/30/2025	1/15/2026
160	LN Curtis & Sons	001.08.009.52110.523100.	Clothing Allowance	2025	12	INV	\$	166.12	86629	INV1020548	Uniforms clothes with embroidery	12/17/2025	1/15/2026
160	LN Curtis & Sons	001.08.009.52121.531050.	Uniforms & Protective Gear	2025	12	INV	\$	182.58	86629	INV1020548	Uniforms clothes with embroidery	12/17/2025	1/15/2026
161	LOLM	001.13.117.51541.541110.	Public Prosecutor Services	2025	12	INV	\$	6,302.00	86630	Dec2025	Snoqualmie prosecutor - December 2025	12/31/2025	1/15/2026
166	MC	402.20.040.53585.548000.	Repair & Maintenance Services	2025	12	INV	\$	996.99	86631	12025223	Maintenance of lab water system	12/30/2025	1/15/2026
172	Minuteman Press	001.28.065.57390.549300.	Printing	2025	12	INV	\$	393.12	86632	96075	Halloween signs and printing	10/7/2025	1/15/2026
589	MONROECC	403.22.050.53130.548000.	Repair & Maintenance Services	2025	12	INV	\$	673.10	86633	MCC2511.0178	Stormwater pond maintenance, repair, cleanup	12/15/2025	1/15/2026
982	NAVIA AP	001.03.003.51810.522300.	HRA Medical Reimbursements	2025	12	INV	\$	8.28	86634	11025967	HRA Participation Fee Sept 2025	9/29/2025	1/15/2026
982	NAVIA AP	001.03.003.51810.522300.	HRA Medical Reimbursements	2025	12	INV	\$	8.28	86634	11035111	HRA Participation Fee Oct 2025	10/29/2025	1/15/2026
982	NAVIA AP	001.03.003.51810.522300.	HRA Medical Reimbursements	2025	12	INV	\$	8.28	86634	11052176	HRA Participation Fee Nov Dec 2025	12/30/2025	1/15/2026
982	NAVIA AP	001.15.034.55850.522300.	HRA Medical Reimbursements	2025	12	INV	\$	7.87	86634	11025967	HRA Participation Fee Sept 2025	9/29/2025	1/15/2026
982	NAVIA AP	001.15.034.55850.522300.	HRA Medical Reimbursements	2025	12	INV	\$	9.94	86634	11035111	HRA Participation Fee Oct 2025	10/29/2025	1/15/2026
982	NAVIA AP	001.15.034.55850.522300.	HRA Medical Reimbursements	2025	12	INV	\$	7.87	86634	11052176	HRA Participation Fee Nov Dec 2025	12/30/2025	1/15/2026
982	NAVIA AP	001.15.034.55850.522300.	HRA Medical Reimbursements	2025	12	INV	\$	4.14	86634	11025967	HRA Participation Fee Sept 2025	9/29/2025	1/15/2026
982	NAVIA AP	001.03.003.51310.522300.	HRA Medical Reimbursements	2025	12	INV	\$	4.14	86634	11035111	HRA Participation Fee Oct 2025	10/29/2025	1/15/2026
982	NAVIA AP	001.03.003.51310.522300.	HRA Medical Reimbursements	2025	12	INV	\$	4.14	86634	11052176	HRA Participation Fee Nov Dec 2025	12/30/2025	1/15/2026
982	NAVIA AP	001.03.003.51310.522300.	HRA Medical Reimbursements	2025	12	INV	\$	8.28	86634	11025967	HRA Participation Fee Sept 2025	9/29/2025	1/15/2026
982	NAVIA AP	001.05.005.51420.522300.	HRA Medical Reimbursements	2025	12	INV	\$	8.28	86634	11035111	HRA Participation Fee Oct 2025	10/29/2025	1/15/2026
982	NAVIA AP	001.05.005.51420.522300.	HRA Medical Reimbursements	2025	12	INV	\$	8.28	86634	11052176	HRA Participation Fee Nov Dec 2025	12/30/2025	1/15/2026
982	NAVIA AP	001.05.005.51420.522300.	HRA Medical Reimbursements	2025	12	INV	\$	4.14	86634	11025967	HRA Participation Fee Sept 2025	9/29/2025	1/15/2026
982	NAVIA AP	001.07.008.55720.522300.	HRA Medical Reimbursements	2025	12	INV	\$	4.14	86634	11035111	HRA Participation Fee Oct 2025	10/29/2025	1/15/2026
982	NAVIA AP	001.07.008.55720.522300.	HRA Medical Reimbursements	2025	12	INV	\$	4.14	86634	11052176	HRA Participation Fee Nov Dec 2025	12/30/2025	1/15/2026
982	NAVIA AP	001.07.008.55720.522300.	HRA Medical Reimbursements	2025	12	INV	\$	4.55	86634	11025967	HRA Participation Fee Sept 2025	9/29/2025	1/15/2026
982	NAVIA AP	001.28.056.57120.522300.	HRA Medical Reimbursements	2025	12	INV	\$	4.55	86634	11035111	HRA Participation Fee Oct 2025	10/29/2025	1/15/2026
982	NAVIA AP	001.28.056.57120.522300.	HRA Medical Reimbursements	2025	12	INV	\$	4.55	86634	11052176	HRA Participation Fee Nov Dec 2025	12/30/2025	1/15/2026
982	NAVIA AP	001.28.056.57120.522300.	HRA Medical Reimbursements	2025	12	INV	\$	4.14	86634	11025967	HRA Participation Fee Sept 2025	9/29/2025	1/15/2026
982	NAVIA AP	001.01.001.51310.522300.	HRA Medical Reimbursements	2025	12	INV	\$	4.14	86634	11035111	HRA Participation Fee Oct 2025	10/29/2025	1/15/2026
982	NAVIA AP	001.01.001.51310.522300.	HRA Medical Reimbursements	2025	12	INV	\$	4.14	86634	11052176	HRA Participation Fee Nov Dec 2025	12/30/2025	1/15/2026
982	NAVIA AP	001.01.001.51310.522300.	HRA Medical Reimbursements	2025	12	INV	\$	37.26	86634	11025967	HRA Participation Fee Sept 2025	9/29/2025	1/15/2026
982	NAVIA AP	001.06.007.51423.522300.	HRA Medical Reimbursements	2025	12	INV	\$	37.26	86634	11035111	HRA Participation Fee Oct 2025	10/29/2025	1/15/2026
982	NAVIA AP	001.06.007.51423.522300.	HRA Medical Reimbursements	2025	12	INV	\$	41.40	86634	11052176	HRA Participation Fee Nov Dec 2025	12/30/2025	1/15/2026
982	NAVIA AP	001.09.014.52210.522300.	HRA Medical Reimbursements	2025	12	INV	\$	2.07	86634	11025967	HRA Participation Fee Sept 2025	9/29/2025	1/15/2026
982	NAVIA AP	001.09.014.52210.522300.	HRA Medical Reimbursements	2025	12	INV	\$	2.07	86634	11035111	HRA Participation Fee Oct 2025	10/29/2025	1/15/2026
982	NAVIA AP	001.09.014.52210.522300.	HRA Medical Reimbursements	2025	12	INV	\$	2.07	86634	11052176	HRA Participation Fee Nov Dec 2025	12/30/2025	1/15/2026
982	NAVIA AP	001.09.014.52220.522300.	HRA Medical Reimbursements	2025	12	INV	\$	2.07	86634	11025967	HRA Participation Fee Sept 2025	9/29/2025	1/15/2026
982	NAVIA AP	001.09.014.52220.522300.	HRA Medical Reimbursements	2025	12	INV	\$	2.07	86634	11035111	HRA Participation Fee Oct 2025	10/29/2025	1/15/2026
982	NAVIA AP	001.09.014.52220.522300.	HRA Medical Reimbursements	2025	12	INV	\$	2.07	86634	11052176	HRA Participation Fee Nov Dec 2025	12/30/2025	1/15/2026
982	NAVIA AP	001.04.004.51531.522300.	HRA Medical Reimbursements	2025	12	INV	\$	4.14	86634	11025967	HRA Participation Fee Sept 2025	9/29/2025	1/15/2026
982	NAVIA AP	001.04.004.51531.522300.	HRA Medical Reimbursements	2025	12	INV	\$	4.14	86634	11035111	HRA Participation Fee Oct 2025	10/29/2025	1/15/2026
982	NAVIA AP	001.04.004.51531.522300.	HRA Medical Reimbursements	2025	12	INV	\$	4.14	86634	11052176	HRA Participation Fee Nov Dec 2025	12/30/2025	1/15/2026
982	NAVIA AP	001.13.000.51810.541000.	Professional Svcs - General	2025	12	INV	\$	100.00	86634	11035110	FSA Admin Fees - Oct25	10/29/2025	1/15/2026
982	NAVIA AP	001.13.000.51810.541000.	Professional Svcs - General	2025	12	INV	\$	100.00	86634	11042526	FSA Admin Fees - November 25	11/25/2025	1/15/2026
982	NAVIA AP	001.13.000.51810.541000.	Professional Svcs - General	2025	12	INV	\$	100.00	86634	11052175	FSA Admin fees - December 25	12/30/2025	1/15/2026
982	NAVIA AP	001.12.019.57680.522300.	HRA Medical Reimbursements	2025	12	INV	\$	2.07	86634	11025967	HRA Participation Fee Sept 2025	9/29/2025	1/15/2026
982	NAVIA AP	001.12.019.57680.522300.	HRA Medical Reimbursements	2025	12	INV	\$	2.07	86634	11035111	HRA Participation Fee Oct 2025	10/29/2025	1/15/2026
982	NAVIA AP	001.12.019.57680.522300.	HRA Medical Reimbursements	2025	12	INV	\$	2.48	86634	11052176	HRA Participation Fee Nov Dec 2025	12/30/2025	1/15/2026
982	NAVIA AP	001.12.019.57680.522300.	HRA Medical Reimbursements	2025	12	INV	\$	22.77	86634	11025967	HRA Participation Fee Sept 2025	9/29/2025	1/15/2026
982	NAVIA AP	001.12.028.57680.522300.	HRA Medical Reimbursements	2025	12	INV	\$	22.77	86634	11035111	HRA Participation Fee Oct 2025	10/29/2025	1/15/2026
982	NAVIA AP	001.12.028.57680.522300.	HRA Medical Reimbursements	2025	12	INV	\$	20.70	86634	11052176	HRA Participation Fee Nov Dec 2025	12/30/2025	1/15/2026
982	NAVIA AP	001.12.028.57680.522300.	HRA Medical Reimbursements	2025	12	INV	\$	8.28	86634	11025967	HRA Participation Fee Sept 2025	9/29/2025	1/15/2026
982	NAVIA AP	001.14.031.55860.522300.	HRA Medical Reimbursements	2025	12	INV	\$	8.28	86634	11035111	HRA Participation Fee Oct 2025	10/29/2025	1/15/2026
982	NAVIA AP	001.14.031.55860.522300.	HRA Medical Reimbursements	2025	12	INV	\$	8.28	86634	11052176	HRA Participation Fee Nov Dec 2025	12/30/2025	1/15/2026
982	NAVIA AP	001.14.031.55860.522300.	HRA Medical Reimbursements	2025	12	INV	\$	10.97	86634	11025967	HRA Participation Fee Sept 2025	9/29/2025	1/15/2026
982	NAVIA AP	001.08.009.52110.522300.	HRA Medical Reimbursements	2025	12	INV	\$	10.97	86634	11035111	HRA Participation Fee Oct 2025	10/29/2025	1/15/2026
982	NAVIA AP	001.08.009.52110.522300.	HRA Medical Reimbursements	2025	12	INV	\$	10.97	86634	11052176	HRA Participation Fee Nov Dec 2025	12/30/2025	1/15/2026
982	NAVIA AP	001.08.009.52121.522300.	HRA Medical Reimbursements	2025	12	INV	\$	2.69	86634	11025967	HRA Participation Fee Sept 2025	9/29/2025	1/15/2026
982	NAVIA AP	001.08.009.52121.522300.	HRA Medical Reimbursements	2025	12	INV	\$	2.69	86634	11035111	HRA Participation Fee Oct 2025	10/29/2025	1/15/2026
982	NAVIA AP	001.08.009.52121.522300.	HRA Medical Reimbursements	2025	12	INV	\$	2.69	86634	11052176	HRA Participation Fee Nov Dec 2025	12/30/2025	1/15/2026
982	NAVIA AP	001.08.009.52122.522300.	HRA Medical Reimbursements	2025	12	INV	\$	35.80	86634	11025967	HRA Participation Fee Sept 2025	9/29/2025	1/15/2026
982	NAVIA AP	001.08.009.52122.522300.	HRA Medical Reimbursements	2025	12	INV	\$	33.74	86634	11035111	HRA Participation Fee Oct 2025	10/29/2025	1/15/2026
982	NAVIA AP	001.08.009.52122.522300.	HRA Medical Reimbursements	2025	12	INV	\$	17.18	86634	11052176	HRA Participation Fee Nov Dec 2025	12/30/2025	1/15/2026
982	NAVIA AP	001.08.009.52131.522300.	HRA Medical Reimbursements	2025	12	INV	\$	3.52	86634	11025967	HRA Participation Fee Sept 2025	9/29/2025	1/15/2026
982	NAVIA AP	001.08.009.52131.522300.	HRA Medical Reimbursements	2025	12	INV	\$	3.52	86634	11035111	HRA Participation Fee Oct 2025	10/29/2025	1/15/2026
982	NAVIA AP	001.08.009.52131.522300.	HRA Medical Reimbursements	2025	12	INV	\$	3.51	86634	11052176	HRA Participation Fee Nov Dec 2025	12/30/2025	1/15/2026
982	NAVIA AP	001.16.035.54230.522300.	HRA Medical Reimbursements	2025	12	INV	\$	6.21	86634	11025967	HRA Participation Fee Sept 2025	9/29/2025	1/15/2026
982	NAVIA AP	001.16.035.54230.522300.	HRA Medical Reimbursements	2025	12	INV	\$	8.28	86634	11035111	HRA Participation Fee Oct 2025	10/29/2025	1/15/2026

Item 2.

982	NAVIA AP	510.24.019.51820.522300.	HRA Medical Reimbursements	2025	12	INV	\$	0.52	86634	11035111	HRA Participation Fee Oct 2025	10/29/2025	1/15/2026
982	NAVIA AP	510.24.019.51820.522300.	HRA Medical Reimbursements	2025	12	INV	\$	0.62	86634	11052176	HRA Participation Fee Nov Dec 2025	12/30/2025	1/15/2026
982	NAVIA AP	510.24.053.51820.522300.	HRA Medical Reimbursements	2025	12	INV	\$	5.18	86634	11025967	HRA Participation Fee Sept 2025	9/29/2025	1/15/2026
982	NAVIA AP	510.24.053.51820.522300.	HRA Medical Reimbursements	2025	12	INV	\$	5.18	86634	11035111	HRA Participation Fee Oct 2025	10/29/2025	1/15/2026
982	NAVIA AP	510.24.053.51820.522300.	HRA Medical Reimbursements	2025	12	INV	\$	5.18	86634	11052176	HRA Participation Fee Nov Dec 2025	12/30/2025	1/15/2026
183	NB AUTOG	501.23.051.54868.531301.	Repair Parts	2025	12	INV	\$	429.22	86635	087099	Car battery	11/28/2025	1/15/2026
183	NB AUTOG	501.23.051.54868.531301.	Repair Parts	2025	12	INV	\$	527.66	86635	087382	Battery, rags, driver kit, core deposit	12/2/2025	1/15/2026
183	NB AUTOG	501.23.051.54868.531301.	Repair Parts	2025	12	INV	\$	69.56	86635	087394	Spark plug, socket adapter, nut drive set	12/2/2025	1/15/2026
183	NB AUTOG	501.23.051.54868.531301.	Repair Parts	2025	12	INV	\$	330.37	86635	087423	Hex impact driver, exhaust fluid, wiper fluid	12/2/2025	1/15/2026
183	NB AUTOG	501.23.051.54868.531301.	Repair Parts	2025	12	INV	\$	249.84	86635	087615	Hex impact driver kit	12/4/2025	1/15/2026
183	NB AUTOG	501.23.051.54868.531301.	Repair Parts	2025	12	INV	\$	178.90	86635	087698	Volt battery charger	12/5/2025	1/15/2026
183	NB AUTOG	501.23.051.54868.531301.	Repair Parts	2025	12	INV	\$	41.11	86635	087729	Cable ties x100, industrial battery	12/5/2025	1/15/2026
183	NB AUTOG	501.23.051.54868.531301.	Repair Parts	2025	12	INV	\$	746.43	86635	088054	Dead blow hammers (x2), cables (x2)	12/9/2025	1/15/2026
183	NB AUTOG	501.23.051.54868.531301.	Repair Parts	2025	12	INV	\$	249.84	86635	088057	Drill & driver kit	12/9/2025	1/15/2026
183	NB AUTOG	501.23.051.54868.531301.	Repair Parts	2025	12	INV	\$	118.55	86635	088091	Car chargers x3	12/10/2025	1/15/2026
183	NB AUTOG	501.23.051.54868.531301.	Repair Parts	2025	12	INV	\$	29.44	86635	088098	Wiper blades for fleet #35	12/10/2025	1/15/2026
183	NB AUTOG	501.23.051.54868.531301.	Repair Parts	2025	12	INV	\$	163.52	86635	088125	Headlights for Ford F-350 x2	12/10/2025	1/15/2026
183	NB AUTOG	501.23.051.54868.531301.	Repair Parts	2025	12	INV	\$	219.88	86635	088137	4" adjustable hitch	12/11/2025	1/15/2026
183	NB AUTOG	501.23.051.54868.531301.	Repair Parts	2025	12	INV	\$	41.70	86635	088251	Hi-viz gloves (x4), therma (x3)	12/12/2025	1/15/2026
183	NB AUTOG	501.23.051.54868.531301.	Repair Parts	2025	12	INV	\$	37.18	86635	088448	Hitch pin, clip (x2)	12/15/2025	1/15/2026
183	NB AUTOG	501.23.051.54868.531301.	Repair Parts	2025	12	INV	\$	130.84	86635	088707	Oil fuel pump, air fresheners (x3)	12/18/2025	1/15/2026
183	NB AUTOG	501.23.051.54868.531301.	Repair Parts	2025	12	INV	\$	333.80	86635	089134	Window motor for #104 PD	12/23/2025	1/15/2026
183	NB AUTOG	501.23.051.54868.531301.	Repair Parts	2025	12	INV	\$	262.36	86635	089135	Trailer wheel x2	12/23/2025	1/15/2026
183	NB AUTOG	501.23.051.54868.531301.	Repair Parts	2025	12	INV	\$	73.36	86635	089515	HD Circuit, fuse kit #235	12/29/2025	1/15/2026
1477	NET TRAN	001.08.009.52110.541000.	Professional Svcs - General	2025	12	INV	\$	118.26	86636	NT23327	Interview transcription 255-6079	12/31/2025	1/15/2026
193	NHC	403.22.019.53110.541000.	Professional Svcs - General	2025	12	INV	\$	14,263.75	86637	34205	Stormwater Comp Plan Nov25	12/12/2025	1/15/2026
2055	Pacific Landscape	401.19.039.53935.548000.	Repair & Maintenance Services	2025	12	INV	\$	1,267.81	86638	293629	Water controller swap project	12/31/2025	1/15/2026
202	Paratex	402.20.040.53580.548200.	Custodial & Cleaning Services	2025	12	INV	\$	382.20	86639	460833	Pest control in sewers - monthly	12/10/2025	1/15/2026
202	Paratex	402.20.040.53580.548200.	Custodial & Cleaning Services	2025	12	INV	\$	382.20	86639	E1225-319738	Commercial pest prevention - monthly	10/16/2025	1/15/2026
211	POA	502.11.020.51888.545200.	Rent - Furniture & Equipment	2025	12	INV	\$	2.87	86640	8C24086-15	Monthly printer expense	12/15/2025	1/15/2026
211	POA	502.11.020.51888.549300.	Printing	2025	12	INV	\$	711.89	86640	802795	Printing usage charges 10/25	10/22/2025	1/15/2026
211	POA	502.11.020.59118.577004.	Copiers/Printers Lease Prin	2025	12	INV	\$	31.19	86640	8C24086-15	Monthly printer expense	12/15/2025	1/15/2026
412	PRIDEELE	502.11.021.51888.548860.	Hardware-Software Maintenance	2025	12	INV	\$	791.70	86641	440068	Outlet Install; emerg portable AC: CH server room	12/15/2025	1/15/2026
218	PSE	001.12.028.57680.547100.	Electricity	2025	12	INV	\$	5,317.05	86642	007355 1/26	PSE Account 300000007355	1/5/2026	1/15/2026
218	PSE	001.08.009.52150.547100.	Electricity	2025	12	INV	\$	2,430.39	86642	002083 12/25	PSE Account 300000002083	12/26/2025	1/15/2026
218	PSE	001.16.035.54263.547100.	Electricity	2025	12	INV	\$	10,803.65	86642	001499 11/25	PSE Account 300000001499	11/5/2025	1/15/2026
218	PSE	001.16.035.54263.547100.	Electricity	2025	12	INV	\$	44.07	86642	742043 1/26	PSE Account 220018742043	1/5/2026	1/15/2026
218	PSE	001.16.035.54263.547100.	Electricity	2025	12	INV	\$	48.78	86642	943807 12/25	PSE Account 220026943807	12/12/2025	1/15/2026
218	PSE	014.08.012.52150.547200.	Natural Gas	2025	12	INV	\$	227.22	86642	071734 1/26	PSE Account 220040071734	1/5/2026	1/15/2026
218	PSE	401.18.037.53481.547100.	Electricity	2025	12	INV	\$	12,156.92	86642	004220 12/25	PSE Account 300000004220	12/26/2025	1/15/2026
218	PSE	401.18.037.53482.547100.	Electricity	2025	12	INV	\$	7,424.13	86642	004220 12/25	PSE Account 300000004220	12/26/2025	1/15/2026
218	PSE	401.19.039.53935.547100.	Electricity	2025	12	INV	\$	11.04	86642	794782 1/26	PSE Account 220014794782	1/5/2026	1/15/2026
218	PSE	510.24.053.51820.547100.	Electricity	2025	12	INV	\$	219.46	86642	198066 1/26	PSE Account 220007198066	1/5/2026	1/15/2026
218	PSE	510.24.053.51820.547100.	Electricity	2025	12	INV	\$	35.43	86642	198082 1/26	PSE Account 22000718082	1/5/2026	1/15/2026
218	PSE	510.24.053.51820.547100.	Electricity	2025	12	INV	\$	264.88	86642	549936 1/26	PSE Account 200001549936	1/5/2026	1/15/2026
218	PSE	510.24.053.51820.547100.	Electricity	2025	12	INV	\$	2,045.11	86642	885592 1/26	PSE Account 200020885592	1/5/2026	1/15/2026
1931	RELX LexisNexis	001.04.004.51531.531800.	Department Software	2025	12	INV	\$	382.20	86643	3096118676	Oct25 LexisNexis subscription	10/31/2025	1/15/2026
672	RH2	417.13.475.59435.541060.	BP Lift Station - Design	2025	12	INV	\$	20,954.42	86644	104680	BP pump station design - Nov25	12/15/2025	1/15/2026
230	SEATTLE TIMES	310.17.501.59561.541060.	Sidewalk Replace Design	2025	12	INV	\$	511.50	86645	77997	2025 Sidewalk replacement project bid advert	10/31/2025	1/15/2026
1140	SECLINE	502.11.021.51888.531820.	Info Tech Components	2025	12	INV	\$	2,114.25	86646	2158	Camera pod upgrade for splash pad security camera	8/25/2025	1/15/2026
1730	Sunbelt Rentals	001.10.015.52530.541000.	Professional Svcs - General	2025	12	INV	\$	1,035.01	86647	178062927-0001	Trash pump for flood damage hardings	12/23/2025	1/15/2026
1730	Sunbelt Rentals	001.10.015.52530.541000.	Professional Svcs - General	2025	12	INV	\$	193.00	86647	178266619-0001	Trash pump hose for flood damage - alley bypass	12/23/2025	1/15/2026
1730	Sunbelt Rentals	001.10.015.52530.541000.	Professional Svcs - General	2025	12	INV	\$	59.76	86647	178271062-0001	Trash pump hose for flood damage - alley bypass	12/23/2025	1/15/2026
1208	TJE	403.22.030.53190.548156.	Emergency Tree Removal	2025	12	INV	\$	12,836.46	86648	05718-I	Mitigation of 10 hazard trees	12/22/2025	1/15/2026
1085	TYLERTEC	350.13.023.59418.541000.	Professional Svcs - General	2025	12	INV	\$	1,400.00	86649	045-546689	Tyler Consulting Services Project Management	11/30/2025	1/15/2026
1085	TYLERTEC	350.13.023.59418.541000.	Professional Svcs - General	2025	12	INV	\$	128.80	86649	045-547953	Tyler consulting services	12/18/2025	1/15/2026
1085	TYLERTEC	350.13.023.59418.541000.	Professional Svcs - General	2025	12	INV	\$	128.80	86649	045-547954	Tyler consulting services	12/18/2025	1/15/2026
1085	TYLERTEC	350.13.023.59418.541000.	Professional Svcs - General	2025	12	INV	\$	982.80	86649	C1100-00246752	(5) Tyler Annual PCI Service Fee	12/31/2025	1/15/2026
1085	TYLERTEC	350.13.023.59418.541000.	Professional Svcs - General	2025	12	CRM	\$	(982.80)	86649	SN100-00030546	(5) Tyler Annual PCI Service Fee Credit	12/31/2025	1/15/2026
1499	UNITEDSI	403.22.050.53130.548000.	Repair & Maintenance Services	2025	12	INV	\$	204.00	86650	INV-5825281	Portable toilet service for DOC operations	12/31/2025	1/15/2026
270	UULC	402.20.045.53560.541000.	Professional Svcs - General	2025	12	INV	\$	97.20	86651	5120237	811 call center - 72 locates	12/31/2025	1/15/2026
613	VENTILAT	001.10.015.52530.541000.	Professional Svcs - General	2025	12	INV	\$	4,051.87	86652	66362	Hydro-excavate sewer - emergency repair	12/31/2025	1/15/2026
613	VENTILAT	001.10.015.52530.541000.	Professional Svcs - General	2025	12	INV	\$	4,157.24	86652	66381	Clean sand and rocks out, Kimball - Flood	12/31/2025	1/15/2026
434	VERIZCS	402.20.019.53510.542010.	Cellular Telephone	2025	12	INV	\$	1,204.64	86653	6131756334	Machine to machine communications - SCADA	12/23/2025	1/15/2026
442	WASI	001.03.003.51810.541420.	HR-Related Services	2025	12	INV	\$	5,109.70	86654	65730	Mobile hearing test truck & noise survey	12/31/2025	1/15/2026
286	Water Mgmt Labs	402.20.040.53585.541000.	Professional Svcs - General	2025	12	INV	\$	140.00	86655	234677	Casino loading fees 12/15	12/31/2025	1/15/2026
286	Water Mgmt Labs	402.20.040.53585.541000.	Professional Svcs - General	2025	12	INV	\$	140.00	86655	234683	Casino loading fees	12/31/2025	1/15/2026

Claims presented to the City to be paid in the amount of \$69,526.71**For claims warrants numbered 86656 to 86661 & dated 1/20/2026**

VENDOR	VENDOR NAME	ACCOUNT	ACCOUNT DESC	YEAR	PERIOD	TYPE	AMOUNT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE	CHECK DATE
414	CALPORTL	001.16.035.54230.531350.	Const Material & Supplies	2026	1	INV	\$ 49.99	86656	97051792	Quarry spalls/rock--road base--deep pothole repair	1/7/2026	1/20/2026
116	GRAINGER	001.12.028.57680.531300.	Repair & Maintenance Supplies	2026	1	INV	\$ 369.05	86657	9769548042	Park restroom sink water metering cartridges	1/13/2026	1/20/2026
242	SVSD	014.08.012.52122.532100.	Gasoline/Diesel Fuel	2026	1	INV	\$ 2,396.79	86658	8833	Fuel for Police & Fleet Vehicles	1/6/2026	1/20/2026
242	SVSD	501.23.051.54868.532100.	Gasoline/Diesel Fuel	2026	1	INV	\$ 10,907.79	86658	8833	Fuel for Police & Fleet Vehicles	1/6/2026	1/20/2026
382	WASTEMGM	001.10.015.52530.541000.	Professional Svcs - General	2025	12	INV	\$ 33,853.73	86659	0323422-2677-9	Temporary dumpster/disposal fees - Flood event	1/1/2026	1/20/2026
382	WASTEMGM	001.10.015.52530.541000.	Professional Svcs - General	2025	12	INV	\$ 634.16	86659	0323424-2677-5	Dumpster dropoff/location change - Flood event	1/1/2026	1/20/2026
1370	WLACE	001.12.028.57680.531300.	Repair & Maintenance Supplies	2026	1	INV	\$ 582.88	86660	15317240	Park restroom heaters, security cables/locks	1/7/2026	1/20/2026
1370	WLACE	001.12.028.57680.535900.	Small Tools & Equipment	2026	1	INV	\$ 609.02	86660	15317277	New hire tool bag & tools -- Rockafeld	1/12/2026	1/20/2026
38	WSAO	001.06.007.51423.541091.	State Auditor Services	2025	12	INV	\$ 20,123.30	86661	L172486	FY2024 Audit services - December 2025	1/12/2026	1/20/2026

Claims presented to the City to be paid in the amount of \$1,738.98**For claims warrants numbered 86668 & dated 1/20/2026**

VENDOR	VENDOR NAME	ACCOUNT	ACCOUNT DESC	YEAR	PERIOD	TYPE	AMOUNT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE	CHECK DATE
1027	KCW&LRD	001.00.000.36991.369910.	Miscellaneous Revenues	2025	12	INV	\$ 1,738.98	86668	39076SEParkSt	Escrow Refund on 39076 SE Park St Snoqualmie	6/9/2025	1/20/2026

Claims presented to the City to be paid in the amount of \$1,278,499.37**For claims warrants numbered 86670 to 86711 & dated 1/23/2026**

VENDOR	VENDOR NAME	ACCOUNT	ACCOUNT DESC	YEAR	PERIOD	TYPE	AMOUNT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE	CHECK DATE
1897	Absolute Graphix	001.09.014.52220.531050.	Uniforms	2026	1	INV	\$ 45.09	86670	126843	Shipping charges on invoice 1225843	1/14/2026	1/23/2026
1263	AMZONCAP	001.09.014.52220.531340.	Custodial & Cleaning Supplies	2026	1	INV	\$ 224.78	86671	1R7L-KNRN-P76R	Car wash brush (x4), hard roll paper towel (x2)	1/15/2026	1/23/2026
1263	AMZONCAP	001.09.014.52220.531340.	Custodial & Cleaning Supplies	2026	1	INV	\$ 200.38	86671	1XD6-KX6L-J14L	Trash bags, paper towels, toilet bowl cleaner	1/20/2026	1/23/2026
1263	AMZONCAP	001.08.009.52140.543000.	Training & Travel	2026	1	INV	\$ 32.68	86671	1GNK-JH7L-DRHJ	Extreme Ownership Workbook, G Horejsi & D Vladis	1/8/2026	1/23/2026
1263	AMZONCAP	014.08.012.52122.531050.	Uniforms & Protective Gear	2026	1	INV	\$ 185.63	86671	1TLQ-XD34-343T	Duty boots - C. Hendricks	1/2/2026	1/23/2026
1263	AMZONCAP	402.20.040.53580.531300.	Repair & Maintenance Supplies	2026	1	INV	\$ 21.25	86671	14WT-F6J6-F9Q7	Heat shrink tubing kit	1/8/2026	1/23/2026
1263	AMZONCAP	402.20.040.53580.531300.	Repair & Maintenance Supplies	2026	1	INV	\$ 16.38	86671	1WF3-DQDK-GP4J	Wastewater UP repair	1/13/2026	1/23/2026
1263	AMZONCAP	402.20.040.53580.531300.	Repair & Maintenance Supplies	2026	1	INV	\$ 207.53	86671	1WF3-DQDK-TLNM	Rechargeable batteries for flashlights	1/14/2026	1/23/2026
39	AWC	001.03.003.51810.523200.	Wellness Program	2026	1	INV	\$ 51.92	86672	168459	(25) 26 wellness calendars for City Hall employees	1/8/2026	1/23/2026
39	AWC	001.13.000.51890.549200.	Dues-Subscriptions-Memberships	2026	1	INV	\$ 12,177.00	86672	167827	2026 AWC City membership	1/1/2026	1/23/2026
1471	BAINA	402.20.040.53585.541000.	Professional Svcs - General	2026	1	INV	\$ 3,484.80	86673	1281	Casino flow load monitoring	1/6/2026	1/23/2026
45	Branom Instrument	402.20.040.53580.531300.	Repair & Maintenance Supplies	2026	1	INV	\$ 433.09	86674	SO-92148	Process gauge & silicone diaphragm seals x3	8/15/2025	1/23/2026
65	Chinook Lumber	402.20.040.53580.531300.	Repair & Maintenance Supplies	2026	1	INV	\$ 119.31	86675	2173446	Wall repair materials - bathroom & lab	1/16/2026	1/23/2026
460	CINTAS	402.20.040.53580.548000.	Repair & Maintenance Services	2026	1	INV	\$ 163.80	86676	9350885103	Service fee for AED contract cancellation	12/15/2025	1/23/2026
72	COI	001.08.009.52122.541511.	Dispatch Services	2026	1	INV	\$ 31,034.57	86677	26000001	Dispatch services - December 2025	1/5/2026	1/23/2026
72	COI	001.08.009.52360.541502.	Jail Services - Issaquah	2026	1	INV	\$ 25,133.34	86677	26000024	Issaquah jail; Snoq. inmates Dec25 housing/booking	1/11/2026	1/23/2026
72	COI	014.08.012.52122.541511.	Dispatch Services	2026	1	INV	\$ 20,689.71	86677	26000001	Dispatch services - December 2025	1/5/2026	1/23/2026
927	COMP PD	001.08.009.52122.531340.	Custodial & Cleaning Supplies	2026	1	INV	\$ 257.88	86678	2395634-0	Custodial and cleaning supplies	1/8/2026	1/23/2026
1103	E+H	402.20.040.53580.531300.	Repair & Maintenance Supplies	2026	1	INV	\$ 1,085.07	86679	6002791594	Replacement pH sensor	1/19/2026	1/23/2026
100	ERWOWA	401.18.019.53410.549200.	Dues-Subscriptions-Memberships	2026	1	INV	\$ 1,025.00	86680	4847	Annual membership dues - M. Hedger	1/1/2026	1/23/2026
1651	Evergreen Courier LL	402.20.040.53585.542300.	Postage & Freight	2026	1	INV	\$ 342.00	86681	000430	Shipping: send water samples to lab	1/19/2026	1/23/2026
116	GRAINGER	402.20.040.53580.531000.	Office Supplies	2026	1	INV	\$ 62.21	86682	9764995933	Printer paper (letter), 500pack x2	1/9/2026	1/23/2026
1744	Graybar	402.20.040.53580.531300.	Repair & Maintenance Supplies	2026	1	INV	\$ 1,016.50	86683	9351230860	Backup autodialer for alarms	12/3/2025	1/23/2026
120	HCI	402.20.040.53585.531510.	Laboratory Supplies	2026	1	INV	\$ 655.20	86684	14772254	Petri dish with pad, 500pk: micro testing supplies	11/25/2025	1/23/2026
120	HCI	402.20.040.53585.541000.	Professional Svcs - General	2026	1	INV	\$ 764.69	86684	14824459	Sensor maintenance and calibration; Jan26	1/12/2026	1/23/2026
125	HERRERA	403.22.030.53190.541000.	Professional Svcs - General	2026	1	INV	\$ 359.40	86685	61107	For 2025 NPDES Permit Support - Dec25	1/6/2026	1/23/2026
1870	Karmali Law Office	001.13.117.51591.541111.	Public Defender Services	2026	1	INV	\$ 460.00	86687	November2025	Public defense - 11/5 Balderas/225-0811	1/7/2026	1/23/2026
143	KC REC O	001.05.005.51420.549010.	Filing & Recording Fees	2026	1	INV	\$ 1,828.00	86688	KC Recorder 1-26	Recorded document fees - Oaths of Office	1/13/2026	1/23/2026
495	KCROUB	401.18.019.53410.549010.	Filing & Recording Fees	2026	1	INV	\$ 162.00	86689	122025 UB Liens	Lien recording fees	1/8/2026	1/23/2026
2013	Kimberly Leyton	001.13.117.56550.541116.	DV Advocacy	2026	1	INV	\$ 640.00	86690	NovDec25	DV Advocate services - Nov & Dec 2025	1/1/2026	1/23/2026
575	Lake Forest Park	001.08.009.52110.549200.	Dues-Subscriptions-Memberships	2026	1	INV	\$ 400.00	86691	2026-Snoqualmie	2026 dues - Coalition of Small Police Agencies	1/1/2026	1/23/2026
162	Les Schwab Tires	002.10.015.52530.541000.	Professional Svcs - General	2026	1	INV	\$ 138.48	86692	36300778364	Tire/wheel recycling from flood debris cleanup x19	1/2/2026	1/23/2026
162	Les Schwab Tires	501.23.051.54868.531400.	Tires	2026	1	INV	\$ 28.38	86692	36300778777	Tire pressure monitoring system releam #235	1/5/2026	1/23/2026
154	Life Assist	001.09.014.52220.531912.	EMS Supplies & Equipment	2026	1	INV	\$ 914.87	86693	2042501	Dynalube, gloves, masks, saline rinse	1/5/2026	1/23/2026
154	Life Assist	001.09.014.52220.531912.	EMS Supplies & Equipment	2026	1	INV	\$ 517.75	86693	2047277	Edge defib electrode w/ preconnect leads out	1/20/2026	1/23/2026
154	Life Assist	001.09.014.52220.531912.	EMS Supplies & Equipment	2026	1	INV	\$ 783.28	86693	2050389	O2 mask, BD microtainer, EKG paper, misc EMS	1/15/2026	1/23/2026
172	Minuteman Press	001.03.003.51810.549300.	Printing	2026	1	INV	\$ 55.17	86694	96639	500 business cards - Kim Johnson	1/7/2026	1/23/2026
172	Minuteman Press	001.04.004.51531.531000.	Office Supplies	2026	1	INV	\$ 110.34	86694	96638	Business cards (x500 R Thrall, x500 D Burke)	1/7/2026	1/23/2026
1742	Natural Selection	402.20.040.53580.548000.	Repair & Maintenance Services	2026	1	INV	\$ 2,201.21	86695	8338	Biosolids land application site	12/31/2025	1/23/2026
1742	Natural Selection	402.20.040.53580.548000.	Repair & Maintenance Services	2026	1	INV	\$ 2,204.29	86695	8339	Biosolids land application site	12/31/2025	1/23/2026
969	NB CHEVY	501.23.051.54868.531301.	Repair Parts	2026	1	INV	\$ 436.40	86696	14883	Floor covering rubber - fire support	1/2/2026	1/23/2026
1488	OSW	401.18.037.59434.564000.	Machinery & Equip	2026	1	INV	\$ 11,499.62	86697	537317	Boss snow plow & install on Ford F-350	1/8/2026	1/23/2026
211	POA	001.08.009.52122.531000.	Office Supplies	2026	1	INV	\$ 22.86	86698	8C24585-15	Toner cartridge	1/7/2026	1/23/2026
1641	Puget Sound Emergenc	001.09.014.52250.542100.	Radio Communication Services	2026	1	INV	\$ 3,553.20	86699	2799	Q1-26 Usage of PSERN	1/1/2026	1/23/2026
1641	Puget Sound Emergenc	001.08.009.52150.542100.	Radio Communication - PSERN	2026	1	INV	\$ 6,158.88	86699	2800	Police public safety radios - Q1-26	1/1/2026	1/23/2026
1880	Pye Barker	401.18.037.53481.548000.	Repair & Maintenance Services	2026	1	INV	\$ 127.44	86700	IV00898484	Q1 fire alarm monitoring	1/1/2026	1/23/2026

1880	Pye Barker	402.20.040.53580.548200.	Custodial & Cleaning Services	2026	1	INV	\$	127.44	86700	IV00898470	Fire alarm panel monitoring Q1-2026	1/1/2026	1/23/2026
1880	Pye Barker	510.24.053.51820.548000.	Repair & Maintenance Services	2026	1	INV	\$	324.40	86700	IV00898430	Fire & burg alarm monitoring for 1st qtr for FD	1/1/2026	1/23/2026
1880	Pye Barker	510.24.053.51820.548000.	Repair & Maintenance Services	2026	1	INV	\$	329.04	86700	IV00898431	Fire & burg alarm 1st qtr for PD	1/1/2026	1/23/2026
1880	Pye Barker	510.24.053.51820.548000.	Repair & Maintenance Services	2026	1	INV	\$	309.34	86700	IV00898432	Fire & burg alarm monitoring 1st qtr CH	1/1/2026	1/23/2026
1880	Pye Barker	510.24.053.51820.548000.	Repair & Maintenance Services	2026	1	INV	\$	271.11	86700	IV00898483	Fire & burg alarm monitoring 1st qtr PPW	1/1/2026	1/23/2026
1737	Ready Rebound	001.09.014.52220.541001.	Injury Recovery Services	2026	1	INV	\$	3,520.95	86701	3033	Recovery annual service agreement	1/1/2026	1/23/2026
672	RH2	402.20.019.53510.541000.	Professional Svcs - General	2026	1	INV	\$	3,120.87	86702	104801	Operations support	1/6/2026	1/23/2026
672	RH2	417.13.455.59435.541040.	Class A Rsv & Pum - Const Mgmt	2026	1	INV	\$	30,599.01	86702	104791	Inspection, submittal review, construction mgmt	1/5/2026	1/23/2026
672	RH2	417.13.475.59435.541060.	BP Lift Station - Design	2026	1	INV	\$	12,977.37	86702	104774	BP pump station design - Dec25	1/5/2026	1/23/2026
450	SNOQ TR	001.02.002.51160.543000.	Training & Travel	2026	1	INV	\$	225.00	86703	000321	Sno Valley Government Assn Meeting Nov25	1/8/2026	1/23/2026
450	SNOQ TR	001.01.001.51310.543000.	Training & Travel	2026	1	INV	\$	45.00	86703	000321	Sno Valley Government Assn Meeting Nov25	1/8/2026	1/23/2026
450	SNOQ TR	001.04.004.51531.543000.	Training & Travel	2026	1	INV	\$	45.00	86703	000321	Sno Valley Government Assn Meeting Nov25	1/8/2026	1/23/2026
1858	SplashTimesFun	001.28.057.57390.541000.	Professional Svcs - General	2026	1	INV	\$	4,884.95	86704	52706261	Snow - tree lighting event	9/19/2025	1/23/2026
1065	TRANSU	001.08.009.52110.549200.	Dues-Subscriptions-Memberships	2026	1	INV	\$	163.80	86705	944321-202512-1	Credit check current and contract charges Dec25	1/1/2026	1/23/2026
553	VALLEYD	001.13.117.51591.541111.	Public Defender Services	2026	1	INV	\$	6,922.50	86706	December2025	Public defense services, inv. fee - Dec25	1/6/2026	1/23/2026
2064	Walt Webb	310.13.701.59418.563006.	Facilities Maint - Construct	2026	1	INV	\$	17,166.24	86707	ILB099603	PPW Main office improvements construction	1/5/2026	1/23/2026
277	WCIA	001.05.006.51890.546000.	Liability Insurance Premiums	2026	1	INV	\$	531,298.00	86708	200757	Insurance premiums - 2026 assessment	1/1/2026	1/23/2026
277	WCIA	001.05.006.51890.546500.	Prop Cov Insurance Premiums	2026	1	INV	\$	460,148.00	86708	200757	Insurance premiums - 2026 assessment	1/1/2026	1/23/2026
261	WESTPAY	001.08.009.52110.549200.	Dues-Subscriptions-Memberships	2026	1	INV	\$	250.31	86709	853035588	Clear research database monthly fee Dec25	1/1/2026	1/23/2026
1370	WLACE	401.18.037.53481.531300.	Repair & Maintenance Supplies	2026	1	INV	\$	15.69	86710	15317233	Hand shovels & bucket	1/6/2026	1/23/2026
1370	WLACE	401.18.037.53481.531300.	Repair & Maintenance Supplies	2026	1	INV	\$	516.38	86710	15317265	Repair parts for hydrant repair	1/9/2026	1/23/2026
1370	WLACE	401.18.037.53481.531300.	Repair & Maintenance Supplies	2026	1	INV	\$	257.64	86710	15317279	Tools for truck- shovel, wrench screwdriver	1/12/2026	1/23/2026
1370	WLACE	401.18.037.53481.531300.	Repair & Maintenance Supplies	2026	1	INV	\$	77.43	86710	15317285	Cleaning & painting supplies	1/12/2026	1/23/2026
1370	WLACE	401.18.037.53481.531300.	Repair & Maintenance Supplies	2026	1	INV	\$	20.30	86710	15317289	Paint for backwash tanks at NWTP	1/13/2026	1/23/2026
1370	WLACE	402.20.040.53580.531050.	Uniforms & Protective Gear	2026	1	INV	\$	341.64	86710	15317260	3 sweatshirts (Jake) 2 t-shirts (Jake, Steven)	1/8/2026	1/23/2026
1370	WLACE	510.24.053.51820.531300.	Repair & Maintenance Supplies	2026	1	INV	\$	24.01	86710	15317207	Snow shovel	1/5/2026	1/23/2026
1370	WLACE	510.24.053.51820.531300.	Repair & Maintenance Supplies	2026	1	INV	\$	164.22	86710	15317349	Batteries; mouse traps; wall repair supplies	1/20/2026	1/23/2026
293	WSP BF	633.13.000.58930.589305.	Concealed Pistol License Remit	2026	1	INV	\$	108.00	86711	12603275	Fingerprinting background checks Dec25	1/2/2026	1/23/2026

Item 2.

Claims presented to the City to be paid in the amount of \$9,081.96

For claims warrant numbered 86712 & dated 1/28/2026

VENDOR	VENDOR NAME	ACCOUNT	ACCOUNT DESC	YEAR	PERIOD	TYPE	AMOUNT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE	CHECK DATE
139	IMC	001.13.117.51250.541115.	Municipal Court Services-Costs	2026	1	INV	\$ 9,081.96	86712	SQL December 2025	Snoqualmie court filings - December 1-31 2025	1/2/2026	1/28/2026

CITY OF SNOQUALMIE



ADVICE REGISTER - SEMI MONTH

WARRANT: 260122 From: 01/01/2026 To: 01/15/2026

EMP #	NAME	CHK #	NET PAY
	AHMED, HIND	000002880	4,114.87
	BACHER, ANNE M	000002881	3,060.35
	BAILEY, MICHAEL	000002882	6,185.00
	BARNET, RYAN	000002883	3,988.89
	BATTLES, JASON	000002884	5,222.85
	BEACH, LYLE	000002885	3,431.81
	BENNETT, PHILIP	000002886	4,919.61
	BERNI, SAMUEL	000002887	2,676.22
	BETTS, JIMMIE L	000002888	3,162.37
	BLACK, MELINDA	000002889	3,794.99
	BOSTICK, MAX	000002890	3,935.34
	BOUTA, ANDREW	000002891	5,252.57
	BROWN, CHRIS E	000002892	4,483.90
	BRUMFIELD, SAMANTHA	000002893	3,182.57
	BUELNA, REBECCA	000002894	2,891.56
	BUERGI, DANIEL R	000002895	3,941.27
	BURKE, DENA	000002896	5,930.31
	BYRD, TYLER D	000002897	3,466.63
	CHAMBLESS, MICHAEL	000002898	6,538.98
	CHRISTENSEN, CARA	000002899	510.72
	COOPER, JOHN	000002900	4,025.44
	COTTON, CATHERINE	000002901	507.48
	DALY, MICHELLE R	000002902	2,980.93
	DALZIEL, RYAN A	000002903	3,223.34
	DAVIS, RAMONA	000002904	5,028.84
	DEAN, DEANA L	000002905	27,526.22
	DEWAR, MILES Z	000002906	2,349.46
	DUDDLES, MARTHA J	000002907	3,133.08
	ECKER, BRENDON J	000002908	2,228.78
	FLORIDA, HEATHER K	000002909	3,212.29
	FOUTS, JACOB T	000002910	4,235.47
	FRY, PATRICK	000002911	3,966.53
	GAMBLE, DYLAN A	000002912	3,488.74
	GEORGE, JASON A	000002913	4,155.44
	HALBERT, KEVIN F	000002914	3,221.52
	HAMLIN, JEFFREY T	000002915	4,866.83
	HARRIS, DONALD I	000002916	3,849.50
	HAWK, DALTON J	000002917	3,020.71
	HEATH, GREGORY Q	000002918	3,309.95
	HEBEL, RICHARD	000002919	2,533.92
	HEDGER, MATTHEW	000002920	4,484.52
	HENDERSON, KYLA A	000002921	3,467.19
	HENDRICKS, CORY D	000002922	2,905.30
	HOLLOWAY, BRYAN	000002923	507.48
	HOLMES, THOMAS E	000002924	6,117.63
	HOREJSI, GARY W	000002925	4,324.20
	HOYLA, KOBE R	000002926	4,159.95
	HUGHES, JENNIFER L	000002927	3,959.69
	JOHNSON, JOLYON M	000002928	557.51
	JOHNSON, KIMBERLY G	000002929	4,299.80
	JONGEKRYG, ANDREW P	000002930	2,648.99
	KNOWLES, KENNETH	000002931	3,788.00
	LACROIX, LAFLECHE	000002932	4,710.26

CITY OF SNOQUALMIE



ADVICE REGISTER - SEMI MONTH

WARRANT: 260122 From: 01/01/2026 To: 01/15/2026

EMP #	NAME	CHK #	NET PAY
	LATHAM, ANDREW F	000002933	3,197.67
	LATHROP, NICHOLAS S	000002934	3,177.03
	LEMOINE, BLAKE S	000002935	2,464.18
	LIEBETRAU, MICHAEL K	000002936	2,954.35
	LOEHNDORF, SCOTT A	000002937	3,404.95
	MACVICAR, NEIL S	000002938	3,184.36
	MAINSTONE, BRIAN R	000002939	3,252.60
	MARKWARDT, KYLE C	000002940	3,266.62
	MAXFIELD, JAEGER	000002941	2,329.11
	MAYHEW, JAMES	000002942	980.86
	MEADOWS, JOSEPH R	000002943	3,822.12
	MENDOZA-MARTINEZ, SUZETTE Y	000002944	1,430.49
	MILLER, MATTHEW L	000002945	4,665.70
	MOATE, DANIEL W	000002946	4,961.02
	MURPHY, DANIEL	000002947	507.48
	NEAL, RYAN T	000002948	3,036.13
	O'DONNELL, PETER A	000002949	4,129.58
	O'NEIL, KERRY K	000002950	2,792.47
	OCEGUEDA, JUAN M	000002951	3,335.60
	OLIVER, KATRINA M	000002952	2,575.76
	OROZCO, JORGE	000002953	3,080.01
	ORRE, ASHLEY K	000002954	2,358.46
	OWENS, JACK T	000002955	3,270.83
	PARKER, BENJAMIN T	000002956	3,114.47
	PETER, MICHAEL H	000002957	4,544.48
	PHAM, THAI Q	000002958	3,376.20
	QUADE, JOAN E	000002959	2,518.68
	RAMOS, DAMIAN	000002960	3,705.50
	RASMUSSEN, ERIK R	000002961	5,933.28
	REN, JUSTIN K	000002962	3,391.48
	ROBLES, STEVEN A	000002963	2,251.11
	ROCKAFIELD, DYLAN	000002964	850.32
	SANDIN, KEVIN	000002965	2,597.13
	SCHANNAUER, WYATT	000002966	2,720.09
	SCHUMANN, ZACHARY J	000002967	3,506.45
	SHINN, TODD	000002968	4,254.38
	SMITH, CHASE A	000002969	5,756.16
	SNYDER, KEVIN S	000002970	3,743.73
	SPEARS, JOSEPH E	000002971	4,201.38
	STEWART, JAKE R	000002972	2,147.14
	THRALL, ROBERT J	000002973	3,236.49
	TOZIER, THERESA M	000002974	3,625.10
	TREPTOW, ILYSE	000002975	4,104.59
	VINING, ANDREW E	000002976	4,040.02
	VLADIS, DMITRIY	000002977	5,209.90
	WALKER, JANNA L	000002978	3,965.35
	WASHINGTON, LOUIS R	000002979	407.48
	WEISS, JASON A	000002980	4,327.27
	WERRE, CHRISTOPHER T	000002981	5,129.69
	WEST, MATTHEW A	000002982	5,076.03
	WESTMAN, JESSE	000002983	4,503.10
	WIEBE, NICOLE H	000002984	3,098.72
	WILSON, CHRISTOPHER A	000002985	2,835.21

CITY OF SNOQUALMIE



ADVICE REGISTER - SEMI MONTH

WARRANT: 260122 From: 01/01/2026 To: 01/15/2026

EMP #	NAME	CHK #	NET PAY
	WOLFE, ALBERT R	000002986	5,456.87
	WOTTON, ROBERT	000002987	357.48
Total Deposits: 108			399,648.46

** END OF REPORT - Generated by Jen Hughes **

AB Number

AB25-106

Agenda Bill Information

Title *	Action *
Ordinance Amending and Repealing Snoqualmie Municipal C	Motion
Council Agenda Section	Council Meeting Date *
Ordinance	02/09/2026
Staff Member	Department *
Dena Burke	Legal
Committee	Committee Date
Finance and Administration	02/03/2026

Exhibits

Packet Attachments - if any

Drag and drop up to **10** files here to upload or [Choose files](#)

Files (3 uploaded)

	AB25-106 Exhibit x1 (Ord 1314).docx	32.07KB
	AB25-106 Exhibit x2 Exhibit A to Ordinance REDLINED.pdf	253.56KB
	AB25-106 Exhibit x3 Exhibit A to Ordinance CLEAN.pdf	170.25KB

Click [here](#) to review attachments.

Summary

Introduction *

Brief summary.

The proposed Ordinance updates Snoqualmie Municipal Code (SMC) sections pertaining to finance rules and regulations to align with the recently amended and adopted Financial Management Policy.

Proposed Motion

2/9/26: First Reading. 2/23/26: Second Reading and Proposed Adoption. Move to Approve Ordinance 1314 amending Snc

Background/Overview *

What was done (legislative history, previous actions, ability to hyperlink)

On December 8, 2025, Council approved [Resolution 1729](#) amending the Financial Management Policy. Staff were directed to prepare an ordinance amending and repealing SMC to align with that amended policy. The attached and proposed ordinance accomplishes this.

Comments:

Item 3.

ORDINANCE NO. 1314

AN ORDINANCE OF THE CITY OF SNOQUALMIE, WASHINGTON, UPDATING ITS FINANCIAL MANAGEMENT PRACTICES AND PROCEDURES BY AMENDING CHAPTER 2.04, TREASURER AND CLERK; REPEALING CHAPTER 2.70, CREDIT CARDS FOR USE BY CITY PERSONNEL; AMENDING CHAPTER 2.90, CONTRACTS; AMENDING CHAPTER 3.05, REAL ESTATE EXCISE TAX; AMENDING CHAPTER 3.08, LOCAL IMPROVEMENTS AND SPECIAL ASSESSMENTS; ADDING CHAPTER 3.11, RESERVE FUND; REPEALING CHAPTER 3.12, LOCAL IMPROVEMENT GENERAL FUND; RENAMING AND AMENDING CHAPTER 3.16, LOCAL IMPROVEMENT DISTRICT GUARANTY FUND; REPEALING CHAPTER 3.24, SEWER CONSTRUCTION FUND; REPEALING CHAPTER 3.28, SEWER OPERATIONS FUND; REPEALING CHAPTER 3.32, CLAIMS CLEARING FUND; REPEALING CHAPTER 3.36, PAYROLL CLEARING FUND; REPEALING CHAPTER 3.37, PETTY CASH ACCOUNTS; REPEALING CHAPTER 3.38, PARK IMPROVEMENT FUND; AMENDING CHAPTER 3.40, LEASEHOLD EXCISE TAX; AMENDING CHAPTER 3.44, BONDS REGISTRATION SYSTEM; AMENDING CHAPTER 3.60, CONTINGENCY FUND; REPEALING 3.65, FLOOD REDUCTION PROJECTS FUND; AMENDING CHAPTER 3.70, DONATIONS, DEVISES OR BEQUESTS; AMENDING CHAPTER 3.80, PUBLIC ARTS FUNDING; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, under RCW 35A.11.020, the Snoqualmie City Council is authorized to adopt and enforce ordinances of all kinds relating to and regulating its local or municipal affairs and appropriate to the good government of the city; and

WHEREAS, the City Council has previously adopted Chapter 2.70 of the Snoqualmie Municipal Code, addressing "Credit Cards for Use by City Personnel"; and

WHEREAS, on November 14, 2022, the Snoqualmie City Council passed Resolution 1627 adopting the Comprehensive Financial Management Policy dated November 14, 2022; and

WHEREAS, Resolution 1627 updated various City financial management practices and procedures consistent with state law, while recognizing that certain provisions of the Snoqualmie Municipal Code (SMC) would need to be amended for consistency; and

WHEREAS, on June 10, 2024, the City Council adopted Resolution 1690, repealing Resolution 1627 and adopting an amended Financial Management Policy, which, among other things, made revisions to the City's fund accounting policies, including reserve funds, as well as budgeting and capital improvement planning policies; and

WHEREAS, on December 8, 2025, the City Council adopted Resolution 1729, repealing Resolution 1690, and adopting an amended Financial Management Policy, which, established new policies regarding settlement of claims and separation agreements, petty cash, fund structures, and surplus of assets; and

WHEREAS, the Mayor and City Administration now propose that the City Council adopt an ordinance repealing and amending, as applicable, any existing provisions of the SMC that are in conflict with the Financial Management Policy, updating certain cross-references, and revising the code to reflect current City financial practices and officer titles;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SNOQUALMIE, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Chapter 2.04 of the SMC, Treasurer and Clerk, is hereby amended as set forth in the attached Exhibit A.

Section 2. Chapter 2.70 of the SMC, Credit Cards for Use by City Personnel, is hereby repealed, as shown in the attached Exhibit A.

Section 3. Chapter 2.90 of the SMC, Contracts, is hereby amended as set forth in the attached Exhibit A.

Section 4. Chapter 3.05 of the SMC, Real Estate Excise Tax, is hereby amended as set forth in the attached Exhibit A.

Section 5. Chapter 3.08 of the SMC, Local Improvements and Special Assessments, is hereby amended as set forth in the attached Exhibit A.

Section 6. A new **Chapter 3.11**, Reserve Fund, is hereby added as set forth in the attached Exhibit A.

Section 7. **Chapter 3.12** of the SMC, Local Improvement General Fund, is hereby repealed, and **Chapter 3.16** of the SMC, Local Improvement District Guaranty Fund, is hereby renamed Local Improvement Funds, and is further amended as set forth in the attached Exhibit A.

Section 8. **Chapter 3.24** of the SMC, Sewer Construction Fund, is hereby repealed.

Section 9. **Chapter 3.28** of the SMC, Sewer Operations Fund, is hereby repealed.

Section 10. **Chapter 3.32** of the SMC, Claims Clearing Fund, is hereby repealed.

Section 11. **Chapter 3.36** of the SMC, Payroll Clearing Fund, is hereby repealed.

Section 12. **Chapter 3.37** of the SMC, Petty Cash Accounts, is hereby repealed.

Section 13. **Chapter 3.38** of the SMC, Park Improvement Fund, is hereby repealed.

Section 14. **Chapter 3.40** of the SMC, Leasehold Excise Tax, is hereby amended as set forth in Exhibit A.

Section 15. **Chapter 3.44** of the SMC, Bonds Registration System, is hereby amended as set forth in the attached Exhibit A.

Section 16. **Chapter 3.60** of the SMC, Contingency Fund, is hereby amended as set forth in the attached Exhibit A.

Section 17. **Chapter 3.65** of the SMC, Flood Reduction Projects Fund, is hereby repealed.

Section 18. **Chapter 3.70** of the SMC, Donations, Devises or Bequests, is hereby amended as set forth in the attached Exhibit A.

Section 19. **Chapter 3.80** of the SMC, Public Arts Funding, is hereby amended as set forth in the attached Exhibit A.

Section 20. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 21. Effective Date. This ordinance shall be effective five (5) days after passage and publication, as provided by law. This ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the City.

Section 22. Corrections by the City Clerk or Code Reviser. Upon approval of the City Attorney, the City Clerk and Code Reviser are authorized to make necessary corrections to this ordinance, including the correction of clerical errors; references to other local, state or federal laws, codes, rules, or regulations, or ordinance numbering and section/subsection numbering.

ADOPTED BY the City Council of the City of Snoqualmie this 23rd day of February 2026.

James Mayhew, Mayor

ATTEST:

APPROVED AS TO FORM:

Robert Thrall, Interim City Clerk

Dena Burke, City Attorney

EXHIBIT A

Chapter 2.04 TREASURER AND CLERK

2.04.020 City finance director.

There is hereby established the office of finance director, who shall be appointed by the mayor and confirmed by city council. The finance director serves as the city treasurer and a All references to “city treasurer” in the ordinances of the city shall mean the finance director. The finance director is authorized to establish financial procedures to implement financial management policies adopted by resolution of the city council. (Ord. 1218 § 2, 2019; Ord. 1206 § 1, 2018; Ord. 1022 § 1, 2008; Ord. 972 § 1, 2005; Ord. 883 § 1, 2001; Ord. 806 § 2, 1998).

2.04.025 Authority to create and close funds.

The finance ~~officer~~director, after consultation with the city administrator ~~and director of administrative services~~ and after review and approval by a majority of the city council's finance and administration committee, is authorized to create new budgeting, accounting and reporting funds and to consolidate and/or close such existing funds except as may otherwise be directed by state law. The finance ~~officer~~director shall prepare and maintain a list of such funds and a general description of their use. Such list shall be available to the public for review and copying upon request. (Ord. 981 § 1, 2005).

2.04.030 Offices to be separate.

The offices of city clerk and ~~city treasurer~~finance director shall be separate and distinct, and shall not be combined. (Ord. 806 § 2, 1998).

2.04.040 Budget estimates.

For purposes of preparing budget estimates under RCW 35A.33.030, and for no other purposes, all references in said statute shall be taken and deemed to refer to the ~~city treasurer~~finance director and not to the city clerk. (Ord. 931 § 1, 2003).

Chapter 2.70 CREDIT CARDS FOR USE BY CITY PERSONNEL Repealed

~~2.70.010 Authorization — Purpose.~~

~~The city administrator is authorized to obtain and have issued a credit card or cards in the name of the city for use by city personnel, employees and officials for payment of expenses incident to authorized~~

~~travel, for official city acquisitions and purchases, and such other purposes as may be authorized by state law. (Ord. 752 § 1, 1995; Ord. 717 § 1, 1993; Ord. 661 § 1, 1991).~~

~~2.70.020 Valid obligation — Credit limit — Cash advance.~~

~~No obligation shall be incurred, nor shall such obligation be deemed a valid obligation of the city unless such obligation is for matter or matters otherwise properly provided for in the city budget. Further, the credit limit of each credit card shall not exceed the sum of \$2,000, thus precluding the charging or using of the card beyond the debt limit. No city credit card shall be used for a cash advance. (Ord. 752 § 2, 1995; Ord. 661 § 2, 1991).~~

~~2.70.030 Payment — Procedure when not chargeable to city.~~

~~Upon billing or no later than 15 days after the billing date, the officer or employee using a charge card issued under this chapter shall submit a fully itemized travel expense voucher, or purchase request if the item is not related to a travel expense. Any charges against the charge card disallowed as not properly identified on the travel expense voucher or purchase request, or otherwise disallowed as not for the sole purpose of covering city approved expenses or purchases, shall be paid by the official or employee by check, United States currency, or by salary deduction. If any disallowed charges are not repaid before the charge card billing is due and payable, the city shall have a prior lien against and a right to withhold any and all funds payable to or to become payable to the official or employee up to the amount of the disallowed charges and interest at the same rate as charged by the company which issued the charge card. No official or employee of the city who has been issued a charge card shall use the card if any disallowed charges are outstanding, and shall surrender the card upon demand of the city administrator. (Ord. 752 § 3, 1995; Ord. 661 § 4, 1991).~~

~~2.70.040 Control of cards and accounts.~~

~~The city administrator shall have exclusive control and possession of all such charge cards as authorized by this chapter and shall control release, issuance, and availability of such cards as reasonably necessary in order to prevent abuse or improper use; all cards shall be promptly returned to the city administrator immediately upon request. The city administrator may open accounts at appropriate financial institutions for purposes of such cards, and when deemed necessary in the city administrator's sole judgment, close out immediately such account solely by written notice signed by the city administrator. (Ord. 661 § 4, 1991).~~

Chapter 2.90 CONTRACTS

2.90.010 Definitions.

A. ~~“Mayor” as used in this chapter includes the Mayor’s authorized designees. “Authorized staff” means a city employee who has been authorized in writing by their department director to make purchases of materials, supplies or equipment, including technology services, systems or equipment.~~

B. ~~“Financial Management Policy” means the policy adopted by Resolution No. 162790 of the city council, as may be amended from time to time. “Competitive bid” refers to the process for obtaining bids and awarding contracts for construction of a “public work,” as provided in RCW 35A.40.200, Chapter 39.04 RCW, RCW 35.23.352 and statutes cited therein.~~

C. ~~“Competitive negotiation” means the process for acquisition of electronic data processing and telecommunications equipment, software, services or systems as provided in RCW 39.04.270.~~

D. ~~“Emergency contract” means a contract to address an “emergency” as defined in RCW 39.04.280, and/or where the failure to execute such contract within a specific time frame would result in the loss or potential loss of revenue to the city, and having a deadline for execution and return to the other party for which there is not time to obtain prior city council approval.~~

E. ~~“Minor contract” means any one of the following:~~

~~1. A contract for any purpose meeting all of the following conditions:~~

~~a. The term is three years or less;~~

~~b. Funds have been appropriated by city council in the biennial budget; and~~

~~c. The contract does not require expenditures that exceed available fund balances.~~

~~2. Contracts with third parties renewing an existing contract for services on the same or substantially similar terms as the existing contract.~~

~~3. Contracts creating no financial liability on the part of the city that are for the sole purpose of becoming eligible to receive revenues.~~

~~4. Contracts with other public agencies for the exchange of information, for confidentiality for participation in legal proceedings, or other purposes of a like nature not involving financial obligations.~~

~~5. Contracts that are for the sole purpose of housekeeping changes or clarifications to an existing contract where such changes do not alter any material term or condition.~~

~~F. "Manager" means the manager of any division within a city department, e.g., the parks, streets or utilities divisions of the parks and public works department.~~

~~G. "Purchase cooperative" means an intergovernmental agency created or established via interlocal agreement for the purpose of obtaining competitive bids from vendors/suppliers of municipal supplies, materials and/or equipment, as authorized pursuant to RCW 39.34.030(5).~~

~~H. "Interlocal agreement" refers to the use of an interlocal agreement with another governmental entity to provide the city the ability to purchase materials, supplies or equipment using the results of the bid process followed by the other governmental entity, as allowed pursuant to RCW 39.34.030(5).~~

~~I. "Small works roster" refers to the process of inviting quotations from and awarding a contract to a contractor included on a list of public works contractors available to perform public works projects for the city, as allowed pursuant to RCW 35.23.352 and 39.04.155.~~

~~J. "Limited small works roster" refers to the process of inviting quotations from and awarding a contract to a contractor included on a subset of contractors listed on the small works roster, as allowed pursuant to RCW 39.04.155(3).~~

~~K. "Technology systems and services" means electronic data processing and telecommunications equipment, software, services or systems, as those terms are used in RCW 39.04.270 and 36.92.020(5).~~

~~L. "Vendor roster" refers to the process of inviting quotations from a list of vendors from whom the city may purchase materials, equipment, supplies or services, which list is maintained pursuant to RCW 35.23.352(9) and 39.04.190. (Ord. 1227 § 2, 2020; Ord. 1132 § 1, 2014; Ord. 1034 § 1, 2008).~~

2.90.020 Mayor's authority to execute minor ~~and emergency~~ contracts and make emergency purchases.

A. The mayor ~~or his or her designee(s)~~ ~~is/are~~ hereby authorized to purchase materials, supplies and equipment and execute minor contracts without individual city council approval of each contract, subject to compliance with the applicable dollar limits, procedural requirements, and approval processes identified in the Financial Management Policy. the following:

~~1. Applicable dollar limits, procedural requirements and approval processes identified in the Purchasing and Contracting Matrix set forth in subsection C of this section;~~

~~2. All federal, state and local laws, regulations and/or ordinances applicable to the approval processes identified in the Purchasing and Contracting Matrix set forth in subsection C of this section;~~

~~3. If the minor contract pertains to a public work, the project is included on the applicable capital improvement program (utility or parks/streets);~~

~~4. Where a competitive acquisition/contract award process is not required for the purchase of materials, supplies, or equipment by the applicable portion of the Purchasing and Contracting Matrix set forth in subsection C of this section, city staff/managers/department directors will nevertheless attempt to obtain the lowest practical price for such materials, supplies, and/or equipment.~~

B. The mayor ~~or his designee and department directors are~~ hereby authorized to ~~execute emergency contracts~~make emergency purchases without prior city council approval in accordance with the procedures set forth in the Financial Management Policy.

~~C. Purchasing and Contracting Matrix.~~

Procurement Category	Dollar Limit	Procedural Requirement(s)	Approval Authority	Required Secondary Approval
Materials, Supplies, and Equipment				
Materials, Supplies, and Equipment (Including Capital Equipment)	Under \$1,000	None	Authorized Staff	None ⁺
	\$1,000— \$7,500	None	Authorized Staff	Manager
	Over \$7,500— \$15,000	Purchase Cooperative, Vendor Roster, or Formal Competitive Bid	Manager	Department Director
	Over \$15,000— \$50,000	Purchase Cooperative, Interlocal Agreement or Formal Competitive Bid	Department Director	Mayor or City Administrator
	Over \$50,000	Purchase Cooperative, Interlocal Agreement or Formal Competitive Bid	Mayor or City Administrator	City Council
Personal Services				

Procurement Category	Dollar Limit	Procedural Requirement(s)	Approval Authority	Required Secondary Approval
Architectural, Engineering and Landscape Architect Services (A&E)	Under \$15,000	MRSC Consultant/Vendor Roster or On-Call Contract	Manager	Department Director
	\$15,000—\$50,000	MRSC Consultant/Vendor Roster or On-Call Contract	Department Director	Mayor or City Administrator
	Over \$50,000—\$100,000	MRSC Consultant/Vendor Roster or On-Call Contract	Mayor or City Administrator	City Council
	Over \$100,000	MRSC Consultant/Vendor Roster, On-Call Contract or Request for Qualifications	Mayor or City Administrator	City Council
General or Purchased Services (Other Than A&E)	Under \$15,000	None or Vendor Roster	Manager	Department Director
	\$15,000—\$50,000	Purchase Cooperative, Vendor Roster or None	Department Director	Mayor or City Administrator
	Over \$50,000	Purchase Cooperative, Interlocal Agreement (of any dollar amount), Vendor Roster or None	Mayor or City Administrator	City Council
Technology Systems and Services				
Technology Systems and Services	Under \$7,500	None	Authorized Staff	Manager
	\$7,500—\$15,000	Purchase Cooperative, Consultant/Vendor	Manager	Department Director

Procurement Category		Dollar Limit	Procedural Requirement(s)	Approval Authority	Required Secondary Approval
			Roster, or Competitive Negotiation		
		Over \$15,000—\$50,000	Purchase Cooperative, Consultant/Vendor Roster, or Competitive Negotiation	Department Director	Mayor or City Administrator
		Over \$50,000	Purchase Cooperative, Consultant/Vendor Roster, or Competitive Negotiation	Mayor or City Administrator	City Council
Public Works					
Public Works	Single Craft	Under \$75,500	None	Manager	Department Director
Project Staff Labor	Multi Craft	Under \$116,155	None	Manager	Department Director
Public Works Contract		Under \$7,500	None	Authorized Staff	Manager
		\$7,500-\$50,000	Limited Small Works Roster or Small Works Roster	Manager	Department Director
		Over \$50,000—\$116,155	Small Works Roster or Formal Competitive Bid	Department Director	Mayor or City Administrator
		Over \$116,155—\$350,000	Small Works Roster or Formal Competitive Bid	Mayor or City Administrator	City Council
		Over \$350,000	Formal Competitive Bid	Mayor or City Administrator	City Council
Amendments and Change Orders					

Procurement Category	Dollar Limit	Procedural Requirement(s)	Approval Authority	Required Secondary Approval
Contract Amendments (Services)	No Value Change	None ²	Manager	Department Director
	Under \$35,000, cumulatively	None ²	Department Director	Mayor or City Administrator
	Over \$35,000, cumulatively	None ²	Mayor or City Administrator	City Council
Change Orders (Public Works)	No Value Change	None ²	Manager	Department Director
	Under \$35,000, cumulatively	None ²	Department Director	Mayor or City Administrator
	Over \$35,000, cumulatively	None ²	Mayor or City Administrator	City Council

¹—While prior approval for materials, supplies, and equipment purchased by authorized staff under \$1,000 is not required by this section, credit card statements or reimbursement requests may require director and/or city administrator approval pursuant to city financial policies.

²—While contract amendments and change orders do not require a competitive process, they shall be processed in accordance with the specifications or procedural requirements set forth in the underlying contract. And, the proposed scope of any change order or contract amendment must not deviate from the original scope of work in such a manner or degree that it constitutes a separate project.

(Ord. 1227 § 2, 2020; Ord. 1034 § 1, 2008).

Chapter 3.05 REAL ESTATE EXCISE TAX

3.05.015 Additional quarter percent imposed.

In addition to the excise tax on the sale of real property imposed by SMC [3.05.010](#), there is hereby imposed an excise tax on each sale of real property located within the corporate limits of the city of Snoqualmie at the rate of one-quarter of one percent of the selling price to be collected by the county as prescribed in RCW [82.46.060](#). Proceeds from this additional tax shall be deposited in ~~a separate account~~

~~in the municipal capital improvements projects funds~~ and expended only as authorized by law under RCW 82.46.035(~~35~~). (Ord. 748 § 1, 1995).

3.05.020 Taxable events.

Taxes imposed under this chapter shall be collected from persons who are taxable by the state under Chapter 82.45 RCW and Chapter 458-61A WAC upon the occurrence of any taxable event within the corporate limits of the city. (Ord. 509 § 2, 1982).

3.05.030 Consistency with state tax.

The taxes imposed under this chapter shall comply with all applicable rules, regulations, laws and court decisions regarding real estate excise taxes as imposed by the state under Chapter 82.45 RCW and Chapter 458-61A WAC. The provisions of those chapters, to the extent they are not inconsistent with this chapter, shall apply as though fully set forth herein. (Ord. 509 § 3, 1982)-

Chapter 3.08 LOCAL IMPROVEMENTS AND SPECIAL ASSESSMENTS

3.08.020 Adherence to specified provisions required.

Whenever the city council provides for making local improvements and for paying the whole or any portion of the cost and expense thereof by levying and collecting special assessments on property especially benefited, the proceedings therefor shall be in accordance with the provisions of ~~an act of the Legislature of the state, entitled "An Act relating to local improvements in cities and towns and repealing certain Acts and parts of Acts," approved March 17, 1911, and acts amendatory thereof (being~~ Chapters 35.43, 35.44, 35.45, 35.47, 34.48, 35.49, 35.50, 35.51, ~~and~~ 35.53, 35.54, 35.55, ~~and~~ 35.56 RCW) and the provisions of this chapter ~~and ordinances amendatory thereof~~. (Ord. 271 § 1, 1953).

3.08.130 Bond – Form.

All bonds, unless otherwise specially ordered by the council, issued in pursuance of the provisions of this chapter may be in substantially the following form:

No. _____ \$ _____

UNITED STATES OF AMERICA
STATE OF WASHINGTON
LOCAL IMPROVEMENT BOND
~~TOWN-CITY~~ OF SNOQUALMIE
LOCAL IMPROVEMENT DISTRICT
NO. _____

N.B. This bond is issued by virtue of the provisions of RCW 35.45.0101 et seq., Section 35.45.070 of which reads as follows:

Neither the holder nor the owner of any bond, ~~interest coupon, or~~ warrant, ~~or other short-term obligation~~ issued ~~against a local improvement fund under the provisions of this act~~ shall have any claim therefor against the city or town by which ~~it the same~~ is issued, except for payment from the special assessments made for the improvement for which the bond or warrant was issued, and except also for payment from ~~as against~~ the local improvement guaranty fund of ~~the such~~ city or town as to bonds issued after the creation of a local improvement guaranty fund of that city or town, and ~~and~~ the city or town shall not be liable to ~~the any~~ holder or owner of ~~any such~~ bond, ~~interest coupon, or~~ warrant, ~~or other short-term obligation~~ for any loss to the local improvement guaranty fund occurring in the lawful operation thereof, by the city or town. ~~The remedy of the holder or owner of a bond or warrant in case of nonpayment, shall be confined to the enforcement of the assessment and to the guaranty fund.~~

The ~~Town~~ City of Snoqualmie, a municipal corporation of the State of Washington, hereby promises to pay to _____ or bearer _____ (\$____) Dollars, in lawful money of the United States, with interest thereon at the rate of ____ percent per annum, payable annually out of the fund established by Ordinance No. ____ of said Town and known as "Local Improvement Fund, District No. ____" and not otherwise, except from the guaranty fund, as herein provided. Both principal of and interest on this bond are payable at the office of the ~~Town Treasurer of said Town~~ Finance Director.

A coupon is hereto attached for each installment of interest to accrue hereon and said interest shall be paid only on presentation and surrender of such coupon to the ~~Town Treasurer~~ Finance Director.

This bond is payable on or before the ____ day of _____, ~~2019~~ ____, and is subject to call by the ~~Town Treasurer of said Town~~ Finance Director whenever there shall be sufficient money in said Local Improvement Fund to pay the same and all unpaid bonds of the series of which this bond is one, which are prior to this bond in numerical order, over and above sufficient for the payment of interest on all unpaid bonds of said series. The call for payment of this bond, or of any bond of the series of which this is one, shall be made by the ~~Finance Director~~ Town Treasurer by publishing the same once in the official newspaper of ~~the City~~ said Town, and when such call is made for the payment of this bond it will be paid on the day the next interest coupon thereon shall become due after said call and upon said day interest upon this bond shall cease and any remaining coupons shall be void.

The ~~City~~ Town Council of ~~the City of Snoqualmie~~ said Town as the agent of said Local Improvement District No. ____ established by Ordinance No. ____, has caused this bond to be issued in the name of ~~the City~~ said Town as the bond of said Local Improvement District, the bond or the proceeds thereof to

be applied in part payment of so much of the cost and expense of the improvement of _____ under said Ordinance No. _____ as is levied and assessed against the property included in said Local Improvement District No. _____ and benefited by said improvement and the said Local Improvement Fund has been established by ordinance for said purpose; and the holder or holders of this bond shall look only to said fund and to the Local Improvement Guaranty Fund of the ~~CityTown~~ of Snoqualmie for the payment of either the principal of or interest on this bond.

This bond is one of a series of _____ bonds aggregating in all the principal sum of _____ (\$____) dollars, all of which bonds are subject to the

same terms and conditions as herein expressed.

IN WITNESS WHEREOF, the ~~CityTown~~ of Snoqualmie has caused these presents to be signed by its Mayor and attested by its ~~CityTown~~ Clerk and sealed with its corporate seal this _____ day of _____, ~~2019~~.

~~CITYTOWN~~ OF SNOQUALMIE,
WASHINGTON

By:

Mayor

Attest:

~~CityTown~~ Clerk

There shall be attached to each bond such a number of coupons as shall be required to represent the interest thereon payable either annually or semiannually, as the case may be, for the term of the bonds, which coupons shall be substantially in the following form:

On the _____ day of _____, 19____, the ~~TOWN-CITY~~ OF SNOQUALMIE, STATE OF WASHINGTON promises to pay to the bearer at the office of the ~~Finance DirectorTown-Treasurer~~ _____ (\$____) Dollars, being (six) (twelve) months' interest due that day on Bond No. _____ of the bonds of Local Improvement District No. _____, and not otherwise, provided that this coupon is subject to all the terms and conditions contained in the bond to which it is annexed, and if said bond shall be called for payment before maturity hereof, then this coupon shall be void.

~~CITY/TOWN~~ OF SNOQUALMIE,
WASHINGTON

By:

Mayor

Attest:

~~City/Town~~ Clerk

The ~~city treasurer~~finance director shall keep in his office a register of all such bonds in which he shall enter the local improvement district for which the same are issued and the date, amount and number of each bond and the terms of payment. (Ord. 271 § 12, 1953).

CHAPTER 3.11 **RESERVE FUND**

3.11.010 Creation.

There is hereby established a fund for reserves assigned or committed to the General Fund to be known as the Reserve Fund. The Reserve Fund may only be used with approval of the city council.

Chapter 3.12 **LOCAL IMPROVEMENT GENERAL FUND** **Repealed**

3.12.010 Creation.

~~There is established in the city treasury a fund to be known as the local improvement general fund, into which may be paid or transferred from time to time by the city clerk on the order of the city council any balance that may remain in the fund of any local improvement district after payment of the whole cost and expense of such improvement and such other moneys as he may be authorized by existing laws to pay into such fund or be hereafter authorized by law. Moneys in such fund shall be paid out as the city council may direct in accordance with law. (Ord. 176A § 1, 1922).~~

Chapter 3.16 LOCAL IMPROVEMENT ~~DISTRICT GUARANTY FUNDS~~

3.16.010 Local improvement general fund.

There is hereby created in the city treasury a fund to be known as the local improvement general fund, into which may be paid or transferred from time to time by the city clerk on the order of the city council any balance that may remain in the fund of any local improvement district after payment of the whole cost and expense of such improvement and such other moneys as he may be authorized by existing laws to pay into such fund or be hereafter authorized by law. Moneys in such fund shall be paid out as the city council may direct in accordance with law. (Ord. 176A § 1, 1922).

3.16.0240 ~~Established~~ Local improvement district guaranty fund.

A. ~~Creation.~~ A-There is hereby created a fund for the purpose of guaranteeing, to the extent of such fund, and in the manner provided in this chapter, the payment of the city's local improvement bonds and warrants, issued to pay for any local improvement ordered subsequent to the date of the ordinance codified in this chapter ~~is established to be known as the local improvement district guaranty fund.~~ (Ord. 213 § 1, 1938).

B. ~~3.16.020 Named — Maintenance procedure specified.~~

~~Such fund shall be designated local improvement guaranty fund.~~ For the purpose of maintaining such fund, the city issuing local improvement bonds or warrants after the date of the ordinance codified in this chapter shall be deemed and held to have pledged to the fund a tax credit of the city in an amount equal to five percent of the bonds or warrants so issued. The credit so pledged shall not constitute an indebtedness of the city within the meaning of any statutory or charter provisions or limitation respecting indebtedness. Such pledge shall be deemed to have been made, as to any particular local improvement district, upon the delivery of the roll to the clerk of the city for collection. Such pledged tax credits, with the other resources of the fund enumerated in SMC 3.16.030 and 3.16.040, constitute a reserve wherewith to purchase defaulted bonds and warrants guaranteed by the fund. Among the several issues of bonds or warrants guaranteed by the fund, no preference shall exist, but defaulted interest coupons, bonds and warrants shall be purchased out of the fund in the order of their presentation. (Ord. 213 § 2, 1938).

C. ~~3.16.030 Tax levies — Interest from bank deposits.~~

After the creation of such guaranty fund, the city shall levy, from time to time, as other taxes are levied, such sums as may be needed to meet the financial requirements of the fund, but not in excess of the total of the tax credits pledged by this act to the guaranty fund. Whenever there shall be paid out of a guaranty fund any sum on account of principal or interest of a local improvement bond or warrant, the city as

trustee for the fund, shall be subrogated to all the rights of the holder of the bond or interest coupon or warrant so paid; and the proceeds thereof, or of the assessment underlying the same, shall become part of the guaranty fund. There shall also be paid into each guaranty fund the interest received from bank deposits of the fund, as well as any surplus remaining in any local improvement fund guaranteed under this chapter after the payment of all outstanding bonds or warrants payable primarily out of such local improvement fund. Warrants drawing interest at a rate not to exceed six percent shall be issued, as other warrants are issued by the city, against a guaranty fund to meet any liability occurring against it. At the time of making its annual budget and tax levy, the city shall provide for the levying of a sum sufficient with the other resources of the fund, to pay warrants so issued during the preceding fiscal year; provided, that no warrants shall be issued against the guaranty fund in excess of the cash therein and the tax credits pledged thereto as provided in SMC [3.16.020](#); provided further, that no taxes shall be levied for the fund in excess of the tax credits so pledged by SMC [3.16.020](#), and that the tax levies directed in this chapter shall be additional to and if need be in excess of, any and all statutory and charter limitations applicable to the tax levies of the city. (Ord. 213 § 3, 1938).

D. ~~3.16.040 Use of moneys~~—Deposits paid into fund.

So much of the money of a guaranty fund as is necessary may be used to purchase certificates of delinquency for general taxes on property subject to local improvement assessments underlying bonds or warrants guaranteed by the fund, or to purchase such property at county tax foreclosures or from the county after foreclosure, for the purpose of protecting the guaranty fund. The fund shall be subrogated to the rights of the city, and the city may foreclose the lien of general tax certificates of delinquency, and purchase the property at the foreclosure sale. After so acquiring title to real property, the city may lease or sell and convey the same at public or private sale for such price and on such terms as may be determined by resolution of the city council, any provisions of law, charter or ordinance to the contrary notwithstanding. All proceeds resulting from such sales shall belong to and be paid into the guaranty fund. (Ord. 213 § 3, 1938).

E. ~~3.16.050~~—City exempt from liability.

Neither the holder nor the owner of any bond issued under the provisions of this ~~act~~ [chapter](#) shall have any claim therefor against the city, except for payment from the special assessments made for the improvement for which the bond was issued, and except as against the local improvement guaranty fund of the city. The city shall not be liable to any holder or owner of such bond or warrant for any loss to the guaranty fund occurring in the lawful operation thereof by the city. The remedy of the holder or owner of a bond, in case of nonpayment, shall be confined to the enforcement of the assessment and to the guaranty fund. (Ord. 213 § 4, 1938).

Chapter 3.24
SEWER CONSTRUCTION FUND
Repealed

~~3.24.010 Created.~~

~~A fund known as the sewer construction fund is established in the office of the clerk-treasurer. (Ord. 342 § 1, 1965).~~

~~3.24.020 Purpose.~~

~~The purpose of the fund is to receive moneys from federal grants and loans, proceeds from LID bonds and revenue bonds and from any other sources for the purpose of planning and constructing a sewage system for the city and to pay therefrom all costs and expenses which may be incurred for the planning and construction of the sewage system and the operation of the fund. (Ord. 342 § 2, 1965).~~

Chapter 3.28
SEWER OPERATIONS FUND
Repealed

~~3.28.010 Created.~~

~~A fund known as the sewer operation fund is established in the office of the clerk-treasurer. (Ord. 347 § 1, 1966).~~

~~3.28.020 Purpose.~~

~~The purpose of the fund is to receive moneys transferred from the general fund for the initial operation of the sewer system and to further receive all revenues from the operation of the sewer system and to pay therefrom all costs and expenses incurred in the operation of the sewer system. (Ord. 347 § 2, 1966).~~

Chapter 3.32
CLAIMS CLEARING FUND
Repealed

~~3.32.010 Created.~~

~~There is created a fund, known and designated as the claims clearing fund, into which shall be paid and transferred from the various funds an amount of money equal to the various claims against the city for any purpose. References in this chapter to "the fund" shall be deemed to refer to the claims clearing fund established in this section. (Ord. 1206 § 2, 2018; Ord. 492 § 1, 1981).~~

~~3.32.020 Transfer of funds.~~

~~Whenever it is deemed necessary, the finance director is authorized, empowered and directed to transfer from the funds of the various departments to the claims clearing fund sufficient moneys to pay the claims against the various departments of the city. (Ord. 1206 § 2, 2018; Ord. 492 § 2, 1981).~~

~~3.32.030 Purpose of expenditures.~~

~~The claims clearing fund shall be used and payments therefrom shall be made only for the purpose of paying any claims against the city. (Ord. 1206 § 2, 2018; Ord. 492 § 3, 1981).~~

~~3.32.040 Issuance of warrants.~~

~~Following compliance with the process set forth in Chapter 3.85 SMC, the finance director is authorized, empowered and directed to issue warrants or checks on and against the fund in payment of materials furnished, services rendered or expense or liability incurred by the various departments and offices of the city. All warrants issued on or against the fund shall be solely and only for the purposes set forth in this chapter and shall be payable only out of and from the fund. In lieu of issuing a warrant, if the fund is solvent at the time city payment is ordered, the finance director may elect to make payment by check, electronic payment, or credit card. (Ord. 1206 § 2, 2018; Ord. 761 § 1, 1996; Ord. 492 § 4, 1981).~~

Chapter 3.36 PAYROLL CLEARING FUND Repealed

~~3.36.010 Created.~~

~~There is created a fund, known and designated as the payroll clearing fund, into which shall be paid and transferred from the various funds an amount of money equal to the various salaries and wages and other compensations due city employees. References in this chapter to "the fund" shall be deemed to refer to the payroll clearing fund established in this section. (Ord. 1206 § 3, 2018; Ord. 493 § 1, 1981).~~

~~3.36.020 Transfer of funds.~~

~~Whenever it is deemed necessary, the finance director is authorized, empowered and directed to transfer from the funds of the various departments to the payroll clearing fund sufficient moneys to pay the salaries, wages and other compensations of the employees of the various departments of the city. (Ord. 1206 § 3, 2018; Ord. 493 § 2, 1981).~~

~~3.36.030 Purposes of expenditures.~~

~~The payroll clearing fund shall be used and payments therefrom shall be made only for the purpose of paying and compensating employees of the city for services rendered, reimbursing authorized expenses~~

and paying employee deductions to those persons, agencies and organizations entitled to such payments. (Ord. 1206 § 3, 2018; Ord. 493 § 3, 1981).

~~3.36.040 Issuance of warrants.~~

Following compliance with the process set forth in Chapter ~~3.85~~ SMC, the finance director is authorized, empowered and directed to issue warrants on and against the fund for payments authorized by SMC ~~3.36.030~~. All warrants issued on or against the fund shall be solely and only for the purposes set forth in this chapter and shall be payable only out of and from the fund. In lieu of issuing a warrant, if the fund is solvent at the time city payment is ordered, the finance director may elect to make payment by check, electronic payment, or credit card. (Ord. 1206 § 3, 2018; Ord. 761 § 2, 1996; Ord. 493 § 4, 1981).

Chapter 3.37 PETTY CASH ACCOUNT Repealed

~~3.37.010 Treasurer authorized to establish petty cash accounts.~~

A. The treasurer is hereby authorized to establish petty cash accounts within any fund of the city for the purpose of making change, making minor purchases, or for any other lawful purpose, which purposes shall be stated in writing by the treasurer.

B. At the time of establishment of any petty cash account, the treasurer shall appoint a single custodian for such petty cash account; provided, the treasurer may from time to time change the custodian of such petty cash account as the treasurer may direct in writing. On disbursement of petty cash to a designated custodian, the custodian shall render a receipt in writing to the treasurer. The treasurer shall at all times maintain a list identifying authorized custodians of petty cash accounts.

C. No individual petty cash account shall exceed \$250.00, and the aggregate of all petty cash accounts shall not exceed \$1,500.

D. All petty cash accounts shall be counted and reconciled at least monthly by some person other than the custodian.

E. A petty cash account shall be counted and reconciled at such time as the appointment of the custodian thereof is terminated, and any remaining balance turned over to the treasurer. (Ord. 820 § 1, 1998).

~~3.37.020 Petty cash accounts to be replenished at least monthly.~~

A. At least once a month, or more frequently if disbursements warrant, petty cash accounts shall be replenished. Replenishment shall be by voucher with appropriate receipts attached. Receipts shall be perforated or canceled by some appropriate means to prevent reuse. At the time of replenishment, the custodian shall assure that the balance remaining in petty cash, together with the amount of the replenishment voucher, equals the amount authorized for the petty cash account.

~~B. All petty cash accounts shall be replenished immediately prior to the end of each fiscal year. (Ord. 820 § 1, 1998).~~

~~3.37.030 Administration in accordance with BARS manual.~~

~~All petty cash accounts shall be administered in accordance with the requirements of the State BARS manual, and in the event of any conflict between the provisions of this chapter and the BARS manual, as it now exists or may hereafter be amended, the BARS manual shall control. (Ord. 820 § 1, 1998).~~

~~3.37.040 Use for unauthorized purpose prohibited.~~

~~It shall be a misdemeanor for any person to use petty cash for any purpose not authorized by this chapter. (Ord. 820 § 1, 1998).~~

Chapter 3.38 PARK IMPROVEMENT FUND *Repealed*

~~3.38.010 Created.~~

~~A new fund is hereby created and named the park improvement fund. The fund number shall be 303. (Ord. 727 § 1, 1994).~~

~~3.38.020 Purpose.~~

~~This fund shall be for the express purpose of setting aside moneys for park capital improvement expenditures. (Ord. 727 § 2, 1994).~~

Chapter 3.40 LEASEHOLD EXCISE TAX

3.40.010 Imposed.

There is levied and shall be collected a leasehold excise tax on and after May 1, 1983, upon the act or privilege of occupying or using publicly owned real or personal property within the city through a "leasehold interest" as defined by ~~Section 2, Chapter 61, Laws of 1975-76, Second Extraordinary Session (hereafter "the State Act")~~ RCW 32.29A.020(1). The tax shall be paid, collected and remitted to the Department of Revenue of the state of Washington at the time and in the manner prescribed by Section 5 of the State Act. (Ord. 523 § 1, 1983).

3.40.020 Rate.

The rate of the tax imposed by SMC 3.40.010 shall be the rate of four percent of the taxable rent, ~~(as defined by Section 2 of the State Act RCW 32.29A.020(2); provided, with respect to a product lease (as defined by Section 2 of the State Act RCW 32.29A.020(2), a credit of 33 percent of the tax produced by the above rate. (Ord. 523 § 2, 1983).~~

3.40.040 Exemptions.

Leasehold interests exempted by ~~Section 13 of the State Act as it~~ RCW 82.29A.125 through 82.29A.138 ~~as they~~ now exists or may hereafter be amended shall be exempt from the tax imposed pursuant to SMC 3.40.010. (Ord. 523 § 4, 1983).

Chapter 3.44 BONDS REGISTRATION SYSTEM

3.44.020 Definitions.

The following words shall have the following meanings when used in this chapter:

A. "Bond" or "bonds" shall have the meaning defined in ~~Section 2(1), Chapter 167, Laws of 1983~~ RCW 39.46.020, as ~~the same~~ it now exists or may hereafter be ~~from time to time~~ amended.

B. "City" means the city of Snoqualmie, Washington.

C. "Fiscal agencies" means the duly appointed fiscal agencies of the state of Washington serving as such at any given time.

D. "Obligation" or "obligations" shall have the meaning defined in ~~Section 2(3), Chapter 167, Laws of 1983~~ RCW 39.46.020, as ~~the same~~ it now exists or may hereafter be ~~from time to time~~ amended.

E. "Registrar" shall be the person or persons designated by the city to register ownership of bonds or obligations under this chapter. (Ord. 530 § 1, 1983).

3.44.030 Adoption of registration system.

The city adopts the following system of registering the ownership of its bonds and obligations:

A. Registration Requirement. All bonds and obligations offered to the public, having a maturity of more than one year and issued by the city after June 30, 1983, on which the interest is intended to be exempt from federal income taxation shall be registered as to both principal and interest as provided in this chapter.

B. Method of Registration. The registration of all city bonds and obligations required to be registered shall be carried out either by:

1. A book entry system of recording the ownership of the bond or obligation on the books of the city or the fiscal agencies, whether or not a physical instrument is issued; or
2. By recording the ownership of the bond or obligation and requiring as a condition of the transfer of ownership of any bond or obligation the surrender of the old bond or obligation and either the reissuance of the old bond or obligation or the issuance of a new bond or obligation to the new owners.

No transfer of any bond or obligation subject to registration requirements shall be effective until the name of the new owner and the new owner's mailing address, together with such other information deemed appropriate by the registrar, shall be recorded on the books of the registrar.

C. Denominations. Except as may be provided otherwise by the ordinance authorizing their issuance, registered bonds or obligations may be issued and reissued in any denomination up to the outstanding principal amount of the bonds or obligations of which they are a part. Such denominations may represent all or a part of a maturity or several maturities and on reissuance may be in smaller amounts than the individual denominations for which they are reissued.

D. Appointment of Registrar. Unless otherwise provided in the ordinance authorizing the issuance of registered bonds or obligations, the ~~city clerk-treasurer~~finance director shall be the registrar for all registered interest-bearing warrants, installment contracts, interest-bearing leases and other registered bonds or obligations not usually subject to trading and the fiscal agencies shall be the registrar for all other city bonds and obligations.

E. Duties of Registrar. The registrar shall serve as the city's authenticating trustee, transfer agent, registrar and paying agent for all registered bonds and obligations for which he, she, or it serves as registrar and shall comply fully with all applicable federal and state laws and regulations respecting the carrying out of those duties.

The rights, duties, responsibilities and compensation of the registrar shall be prescribed in each ordinance authorizing the issuance of the bonds or obligations, which rights, duties, responsibilities and compensation shall be embodied in a contract executed by the city clerk-treasurer and the registrar.

In instances when the fiscal agency serves as registrar, the city adopts by reference the contract between the State Finance Committee of the state and the fiscal agencies in lieu of executing a separate contract

and prescribing by ordinance the rights, duties, obligations and compensation of the registrar. As well, when the ~~city clerk-treasurer~~finance director serves as registrar, a separate contract shall not be required.

In all cases when the registrar is not the fiscal agencies, the ordinance authorizing the issuance of the registered bonds or obligations shall specify the terms and conditions of:

1. Making payments of principal and interest;
2. Printing any physical instruments, including the use of identifying numbers or other designation;
3. Specifying record and payment dates;
4. Determining denominations;
5. Establishing the manner of communicating with the owners of the bonds or obligations;
6. Establishing the methods of receipting for the physical instruments for payment of principal, the destruction of such instruments and the certification of such destruction;
7. Registering or releasing security interests, if any; and
8. Such other matters pertaining to the registration of the bonds or obligations authorized by such ordinance as the city may deem to be necessary or appropriate. (Ord. 530 § 3, 1983).

Chapter 3.60 CONTINGENCY FUND

3.60.010 Established.

There is established in the office of ~~clerk-treasurer~~the finance director a special fund to be known and designated as the "contingency fund". (Ord. 775 § 1, 1996).

Chapter 3.65 FLOOD REDUCTION PROJECTS FUND ~~Repealed~~

~~3.65.010 Created.~~

~~A new fund is hereby created and named flood reduction projects fund. The fund number shall be 305. (Ord. 852 § 1, 2000).~~

3.65.020 Purpose.

~~This fund shall be for the express purpose of accounting for the revenues and expenditures associated with the flood reduction projects. (Ord. 852 § 2, 2000).~~

Chapter 3.70 DONATION, DEVICES OR BEQUESTS

3.70.010 Established.

Pursuant to RCW [35A.11.040](#), the city is hereby authorized to accept any money or property donated, devised or bequeathed to it, and to carry out the terms of the donation, devise or bequest if within the powers granted by law. The city council may delegate authority to the mayor to accept donations up to a dollar amount specified in the city's Financial Management Policy as defined in SMC 2.90.010. If no terms or conditions are attached to the donation, devise or bequest, the city may expend or use the same for any municipal purpose. (Ord. 785 § 1, 1997).

3.70.020 Procedures.

The ~~finance director~~office of city clerk-treasurer, after consulting with either the chair or a member of the finance and administration committee, is hereby authorized and directed to establish such funds and accounting procedures as may be necessary to carry out the terms or conditions of any donation, devise or bequest, in accordance with the laws of the state of Washington and requirements prescribed by the office of the State Auditor. (Ord. 785 § 1, 1997).

Chapter 3.80 PUBLIC ARTS FUNDING

3.80.010 Purpose.

The city of Snoqualmie recognizes the importance and benefit of providing opportunities for high quality visual art experiences at public facilities. It is the city's intention to create a variety of cultural opportunities for its citizens and to enhance the aesthetic and cultural environment in the community by encouraging and promoting the creation and placement of public art. To that end, a policy is hereby established to pool one percent of the value of qualifying capital improvement projects ~~for the arts funds~~ to be used for public art works in certain public facilities that will expand citizen's access to visual art. (Ord. 913 § 1, 2002).

Chapter 2.04 TREASURER AND CLERK

2.04.020 City finance director.

There is hereby established the office of finance director, who shall be appointed by the mayor and confirmed by city council. The finance director serves as the city treasurer and all references to “city treasurer” in the ordinances of the city shall mean the finance director. The finance director is authorized to establish financial procedures to implement financial management policies adopted by resolution of the city council. (Ord. 1218 § 2, 2019; Ord. 1206 § 1, 2018; Ord. 1022 § 1, 2008; Ord. 972 § 1, 2005; Ord. 883 § 1, 2001; Ord. 806 § 2, 1998).

2.04.025 Authority to create and close funds.

The finance director, after consultation with the city administrator and after review and approval by a majority of the city council's finance and administration committee, is authorized to create new budgeting, accounting and reporting funds and to consolidate and/or close such existing funds except as may otherwise be directed by state law. The finance director shall prepare and maintain a list of such funds and a general description of their use. Such list shall be available to the public for review and copying upon request. (Ord. 981 § 1, 2005).

2.04.030 Offices to be separate.

The offices of city clerk and finance director shall be separate and distinct, and shall not be combined. (Ord. 806 § 2, 1998).

2.04.040 Budget estimates.

For purposes of preparing budget estimates under RCW [35A.33.030](#), and for no other purposes, all references in said statute shall be taken and deemed to refer to the finance director and not to the city clerk. (Ord. 931 § 1, 2003).

Chapter 2.70 CREDIT CARDS FOR USE BY CITY PERSONNEL *Repealed*

Chapter 2.90 CONTRACTS

2.90.010 Definitions.

- A. "Mayor" as used in this chapter includes the Mayor's authorized designees.
- B. "Financial Management Policy" means the policy adopted by Resolution No. 1690 of the city council, as may be amended from time to time.

2.90.020 Mayor's authority to execute minor contracts and make emergency purchases.

- A. The mayor is hereby authorized to purchase materials, supplies and equipment and execute minor contracts without individual city council approval of each contract, subject to compliance with the applicable dollar limits, procedural requirements, and approval processes identified in the Financial Management Policy.
- B. The mayor and department directors are hereby authorized to make emergency purchases without prior city council approval in accordance with the procedures set forth in the Financial Management Policy.

Chapter 3.05 REAL ESTATE EXCISE TAX

3.05.015 Additional quarter percent imposed.

In addition to the excise tax on the sale of real property imposed by SMC [3.05.010](#), there is hereby imposed an excise tax on each sale of real property located within the corporate limits of the city of Snoqualmie at the rate of one-quarter of one percent of the selling price to be collected by the county as prescribed in RCW [82.46.060](#). Proceeds from this additional tax shall be deposited in capital projects funds and expended only as authorized by law under RCW [82.46.035](#)(3). (Ord. 748 § 1, 1995).

3.05.020 Taxable events.

Taxes imposed under this chapter shall be collected from persons who are taxable by the state under Chapter [82.45](#) RCW and Chapter [458-61](#)A WAC upon the occurrence of any taxable event within the corporate limits of the city. (Ord. 509 § 2, 1982).

3.05.030 Consistency with state tax.

The taxes imposed under this chapter shall comply with all applicable rules, regulations, laws and court decisions regarding real estate excise taxes as imposed by the state under Chapter [82.45](#) RCW and Chapter [458-61](#)A WAC. The provisions of those chapters, to the extent they are not inconsistent with this chapter, shall apply as though fully set forth herein. (Ord. 509 § 3, 1982)

Chapter 3.08 LOCAL IMPROVEMENTS AND SPECIAL ASSESSMENTS

3.08.020 Adherence to specified provisions required.

Whenever the city council provides for making local improvements and for paying the whole or any portion of the cost and expense thereof by levying and collecting special assessments on property especially benefited, the proceedings therefor shall be in accordance with the provisions of Chapters [35.43](#), [35.44](#), [35.45](#), 35.47, 34.48, [35.49](#), [35.50](#), 35.51, [35.53](#), 35.54, 35.55, and 35.56 RCW and the provisions of this chapter. (Ord. 271 § 1, 1953).

3.08.130 Bond – Form.

All bonds, unless otherwise specially ordered by the council, issued in pursuance of the provisions of this chapter may be in substantially the following form:

No. _____ \$ _____

UNITED STATES OF AMERICA
STATE OF WASHINGTON
LOCAL IMPROVEMENT BOND
CITY OF SNOQUALMIE
LOCAL IMPROVEMENT DISTRICT
NO. _____

N.B. This bond is issued by virtue of the provisions of RCW [35.45.010](#) et seq., Section 35.45.070 of which reads as follows:

Neither the holder nor the owner of any bond, interest coupon, warrant, or other short-term obligation issued against a local improvement fund shall have any claim therefor against the city or town by which it is issued, except for payment from the special assessments made for the improvement for which the bond or warrant was issued and except also for payment from the local improvement guaranty fund of the city or town as to bonds issued after the creation of a local improvement guaranty fund of that city or town. The city or town shall not be liable to the holder or owner of any bond, interest coupon, warrant, or other short-term obligation for any loss to the local improvement guaranty fund occurring in the lawful operation thereof. by the city or town..

The City of Snoqualmie, a municipal corporation of the State of Washington, hereby promises to pay to _____ or bearer _____ (\$_____) Dollars, in lawful money of the United States, with interest thereon at the rate of ____ percent per annum, payable annually out of the fund established by

Ordinance No. ____ of said Town and known as "Local Improvement Fund, District No. ____" and not otherwise, except from the guaranty fund, as herein provided. Both principal of and interest on this bond are payable at the office of the Finance Director.

A coupon is hereto attached for each installment of interest to accrue hereon and said interest shall be paid only on presentation and surrender of such coupon to the Finance Director.

This bond is payable on or before the ____ day of _____, 20____, and is subject to call by the Finance Director whenever there shall be sufficient money in said Local Improvement Fund to pay the same and all unpaid bonds of the series of which this bond is one, which are prior to this bond in numerical order, over and above sufficient for the payment of interest on all unpaid bonds of said series. The call for payment of this bond, or of any bond of the series of which this is one, shall be made by the Finance Director by publishing the same once in the official newspaper of the City, and when such call is made for the payment of this bond it will be paid on the day the next interest coupon thereon shall become due after said call and upon said day interest upon this bond shall cease and any remaining coupons shall be void.

The City Council of the City of Snoqualmie as the agent of said Local Improvement District No. ____ established by Ordinance No. ____, has caused this bond to be issued in the name of the City as the bond of said Local Improvement District, the bond or the proceeds thereof to be applied in part payment of so much of the cost and expense of the improvement of _____ under said Ordinance No. ____ as is levied and assessed against the property included in said Local Improvement District No. ____ and benefited by said improvement and the said Local Improvement Fund has been established by ordinance for said purpose; and the holder or holders of this bond shall look only to said fund and to the Local Improvement Guaranty Fund of the City of Snoqualmie for the payment of either the principal of or interest on this bond.

This bond is one of a series of ____ bonds aggregating in all the principal sum of _____ (\$____) dollars, all of which bonds are subject to the same terms and conditions as herein expressed.

IN WITNESS WHEREOF, the City of Snoqualmie has caused these presents to be signed by its Mayor and attested by its City Clerk and sealed with its corporate seal this ____ day of _____, 20____.

CITY OF SNOQUALMIE,
WASHINGTON

By:

Mayor

Attest:

City Clerk

There shall be attached to each bond such a number of coupons as shall be required to represent the interest thereon payable either annually or semiannually, as the case may be, for the term of the bonds, which coupons shall be substantially in the following form:

On the ____ day of _____, 19____, the CITY OF SNOQUALMIE, STATE OF WASHINGTON promises to pay to the bearer at the office of the Finance Director _____ (\$____) Dollars, being (six) (twelve) months' interest due that day on Bond No. ____ of the bonds of Local Improvement District No. _____, and not otherwise, provided that this coupon is subject to all the terms and conditions contained in the bond to which it is annexed, and if said bond shall be called for payment before maturity hereof, then this coupon shall be void.

CITY OF SNOQUALMIE,
WASHINGTON

By:

Mayor

Attest:

City Clerk

The finance director shall keep in his office a register of all such bonds in which he shall enter the local improvement district for which the same are issued and the date, amount and number of each bond and the terms of payment. (Ord. 271 § 12, 1953).

CHAPTER 3.11 RESERVE FUND

3.11.010 Creation.

There is hereby established a fund for reserves assigned or committed to the General Fund to be known as the Reserve Fund. The Reserve Fund may only be used with approval of the city council.

Chapter 3.12 LOCAL IMPROVEMENT GENERAL FUND *Repealed*

Chapter 3.16 LOCAL IMPROVEMENT FUNDS

3.16.010 Local improvement general fund.

There is hereby created in the city treasury a fund to be known as the local improvement general fund, into which may be paid or transferred from time to time by the city clerk on the order of the city council any balance that may remain in the fund of any local improvement district after payment of the whole cost and expense of such improvement and such other moneys as he may be authorized by existing laws to pay into such fund or be hereafter authorized by law. Moneys in such fund shall be paid out as the city council may direct in accordance with law. (Ord. 176A § 1, 1922).

3.16.020 Local improvement district guaranty fund.

A. *Creation.* There is hereby created a fund for the purpose of guaranteeing, to the extent of such fund, and in the manner provided in this chapter, the payment of the city's local improvement bonds and warrants, issued to pay for any local improvement ordered subsequent to the date of the ordinance codified in this chapter to be known as the local improvement district guaranty fund. (Ord. 213 § 1, 1938).

B. *Maintenance procedure.*

For the purpose of maintaining such fund, the city issuing local improvement bonds or warrants after the date of the ordinance codified in this chapter shall be deemed and held to have pledged to the fund a tax credit of the city in an amount equal to five percent of the bonds or warrants so issued. The credit so pledged shall not constitute an indebtedness of the city within the meaning of any statutory or charter provisions or limitation respecting indebtedness. Such pledge shall be deemed to have been made, as to any particular local improvement district, upon the delivery of the roll to the clerk of the city for collection.

Such pledged tax credits, with the other resources of the fund enumerated in SMC [3.16.030](#) and [3.16.040](#), constitute a reserve wherewith to purchase defaulted bonds and warrants guaranteed by the fund. Among the several issues of bonds or warrants guaranteed by the fund, no preference shall exist, but defaulted interest coupons, bonds and warrants shall be purchased out of the fund in the order of their presentation. (Ord. 213 § 2, 1938).

C. *Interest from bank deposits.*

After the creation of such guaranty fund, the city shall levy, from time to time, as other taxes are levied, such sums as may be needed to meet the financial requirements of the fund, but not in excess of the total of the tax credits pledged by this act to the guaranty fund. Whenever there shall be paid out of a guaranty fund any sum on account of principal or interest of a local improvement bond or warrant, the city as trustee for the fund, shall be subrogated to all the rights of the holder of the bond or interest coupon or warrant so paid; and the proceeds thereof, or of the assessment underlying the same, shall become part of the guaranty fund. There shall also be paid into each guaranty fund the interest received from bank deposits of the fund, as well as any surplus remaining in any local improvement fund guaranteed under this chapter after the payment of all outstanding bonds or warrants payable primarily out of such local improvement fund. Warrants drawing interest at a rate not to exceed six percent shall be issued, as other warrants are issued by the city, against a guaranty fund to meet any liability occurring against it. At the time of making its annual budget and tax levy, the city shall provide for the levying of a sum sufficient with the other resources of the fund, to pay warrants so issued during the preceding fiscal year; provided, that no warrants shall be issued against the guaranty fund in excess of the cash therein and the tax credits pledged thereto as provided in SMC [3.16.020](#); provided further, that no taxes shall be levied for the fund in excess of the tax credits so pledged by SMC [3.16.020](#), and that the tax levies directed in this chapter shall be additional to and if need be in excess of, any and all statutory and charter limitations applicable to the tax levies of the city. (Ord. 213 § 3, 1938).

D. *Deposits paid into fund.*

So much of the money of a guaranty fund as is necessary may be used to purchase certificates of delinquency for general taxes on property subject to local improvement assessments underlying bonds or warrants guaranteed by the fund, or to purchase such property at county tax foreclosures or from the county after foreclosure, for the purpose of protecting the guaranty fund. The fund shall be subrogated to the rights of the city, and the city may foreclose the lien of general tax certificates of delinquency, and purchase the property at the foreclosure sale. After so acquiring title to real property, the city may lease or sell and convey the same at public or private sale for such price and on such terms as may be determined by resolution of the city council, any provisions of law, charter or ordinance to the contrary

notwithstanding. All proceeds resulting from such sales shall belong to and be paid into the guaranty fund. (Ord. 213 § 3, 1938).

E. *City exempt from liability.*

Neither the holder nor the owner of any bond issued under the provisions of this chapter shall have any claim therefor against the city, except for payment from the special assessments made for the improvement for which the bond was issued, and except as against the local improvement guaranty fund of the city. The city shall not be liable to any holder or owner of such bond or warrant for any loss to the guaranty fund occurring in the lawful operation thereof by the city. The remedy of the holder or owner of a bond, in case of nonpayment, shall be confined to the enforcement of the assessment and to the guaranty fund. (Ord. 213 § 4, 1938).

Chapter 3.24
SEWER CONSTRUCTION FUND
Repealed

Chapter 3.28
SEWER OPERATIONS FUND
Repealed

Chapter 3.32
CLAIMS CLEARING FUND
Repealed

Chapter 3.36
PAYROLL CLEARING FUND
Repealed

Chapter 3.37
PETTY CASH ACCOUNT
Repealed

Chapter 3.38
PARK IMPROVEMENT FUND
Repealed

Chapter 3.40
LEASEHOLD EXCISE TAX

3.40.010 Imposed.

There is levied and shall be collected a leasehold excise tax on and after May 1, 1983, upon the act or privilege of occupying or using publicly owned real or personal property within the city through a "leasehold interest" as defined by RCW 32.29A.020(1). The tax shall be paid, collected and remitted to the Department of Revenue of the state of Washington at the time and in the manner prescribed by Section 5 of the State Act. (Ord. 523 § 1, 1983).

3.40.020 Rate.

The rate of the tax imposed by SMC [3.40.010](#) shall be the rate of four percent of the taxable rent, as defined by RCW 32.29A.020(2); provided, with respect to a product lease (RCW 32.29A.020(2), a credit of 33 percent of the tax produced by the above rate. (Ord. 523 § 2, 1983).

3.40.040 Exemptions.

Leasehold interests exempted by RCW 82.29A.125 through 82.29A.138 as they now exist or may hereafter be amended shall be exempt from the tax imposed pursuant to SMC [3.40.010](#). (Ord. 523 § 4, 1983).

Chapter 3.44
BONDS REGISTRATION SYSTEM

3.44.020 Definitions.

The following words shall have the following meanings when used in this chapter:

- A. "Bond" or "bonds" shall have the meaning defined in RCW 39.46.020, as it now exists or may hereafter be amended.
- B. "City" means the city of Snoqualmie, Washington.

C. "Fiscal agencies" means the duly appointed fiscal agencies of the state of Washington serving as such at any given time.

D. "Obligation" or "obligations" shall have the meaning defined in RCW 39.46.020, as it now exists or may hereafter be amended.

E. "Registrar" shall be the person or persons designated by the city to register ownership of bonds or obligations under this chapter. (Ord. 530 § 1, 1983).

3.44.030 Adoption of registration system.

The city adopts the following system of registering the ownership of its bonds and obligations:

A. Registration Requirement. All bonds and obligations offered to the public, having a maturity of more than one year and issued by the city after June 30, 1983, on which the interest is intended to be exempt from federal income taxation shall be registered as to both principal and interest as provided in this chapter.

B. Method of Registration. The registration of all city bonds and obligations required to be registered shall be carried out either by:

1. A book entry system of recording the ownership of the bond or obligation on the books of the city or the fiscal agencies, whether or not a physical instrument is issued; or
2. By recording the ownership of the bond or obligation and requiring as a condition of the transfer of ownership of any bond or obligation the surrender of the old bond or obligation and either the reissuance of the old bond or obligation or the issuance of a new bond or obligation to the new owners.

No transfer of any bond or obligation subject to registration requirements shall be effective until the name of the new owner and the new owner's mailing address, together with such other information deemed appropriate by the registrar, shall be recorded on the books of the registrar.

C. Denominations. Except as may be provided otherwise by the ordinance authorizing their issuance, registered bonds or obligations may be issued and reissued in any denomination up to the outstanding principal amount of the bonds or obligations of which they are a part. Such denominations may represent all or a part of a maturity or several maturities and on reissuance may be in smaller amounts than the individual denominations for which they are reissued.

D. Appointment of Registrar. Unless otherwise provided in the ordinance authorizing the issuance of registered bonds or obligations, the finance director shall be the registrar for all registered interest-bearing warrants, installment contracts, interest-bearing leases and other registered bonds or obligations not usually subject to trading and the fiscal agencies shall be the registrar for all other city bonds and obligations.

E. Duties of Registrar. The registrar shall serve as the city's authenticating trustee, transfer agent, registrar and paying agent for all registered bonds and obligations for which he, she, or it serves as registrar and shall comply fully with all applicable federal and state laws and regulations respecting the carrying out of those duties.

The rights, duties, responsibilities and compensation of the registrar shall be prescribed in each ordinance authorizing the issuance of the bonds or obligations, which rights, duties, responsibilities and compensation shall be embodied in a contract executed by the city clerk-treasurer and the registrar.

In instances when the fiscal agency serves as registrar, the city adopts by reference the contract between the State Finance Committee of the state and the fiscal agencies in lieu of executing a separate contract and prescribing by ordinance the rights, duties, obligations and compensation of the registrar. As well, when the finance director serves as registrar, a separate contract shall not be required.

In all cases when the registrar is not the fiscal agencies, the ordinance authorizing the issuance of the registered bonds or obligations shall specify the terms and conditions of:

1. Making payments of principal and interest;
2. Printing any physical instruments, including the use of identifying numbers or other designation;
3. Specifying record and payment dates;
4. Determining denominations;
5. Establishing the manner of communicating with the owners of the bonds or obligations;
6. Establishing the methods of receipting for the physical instruments for payment of principal, the destruction of such instruments and the certification of such destruction;
7. Registering or releasing security interests, if any; and
8. Such other matters pertaining to the registration of the bonds or obligations authorized by such ordinance as the city may deem to be necessary or appropriate. (Ord. 530 § 3, 1983).

Chapter 3.60 CONTINGENCY FUND

3.60.010 Established.

There is established in the office of the finance director a special fund to be known and designated as the “contingency fund”. (Ord. 775 § 1, 1996).

Chapter 3.65 FLOOD REDUCTION PROJECTS FUND *Repealed*

Chapter 3.70 DONATION, DEVISES OR BEQUESTS

3.70.010 Established.

Pursuant to RCW [35A.11.040](#), the city is hereby authorized to accept any money or property donated, devised or bequeathed to it, and to carry out the terms of the donation, devise or bequest if within the powers granted by law. The city council may delegate authority to the mayor to accept donations up to a dollar amount specified in the city’s Financial Management Policy as defined in SMC 2.90.010. If no terms or conditions are attached to the donation, devise or bequest, the city may expend or use the same for any municipal purpose. (Ord. 785 § 1, 1997).

3.70.020 Procedures.

The finance director, after consulting with either the chair or a member of the finance and administration committee, is hereby authorized and directed to establish such funds and accounting procedures as may be necessary to carry out the terms or conditions of any donation, devise or bequest, in accordance with the laws of the state of Washington and requirements prescribed by the office of the State Auditor. (Ord. 785 § 1, 1997).

Chapter 3.80 PUBLIC ARTS FUNDING

3.80.010 Purpose.

The city of Snoqualmie recognizes the importance and benefit of providing opportunities for high quality visual art experiences at public facilities. It is the city's intention to create a variety of cultural opportunities for its citizens and to enhance the aesthetic and cultural environment in the community by encouraging and promoting the creation and placement of public art. To that end, a policy is hereby established to pool one percent of the value of qualifying capital improvement projects to be used for public art works in certain public facilities that will expand citizen's access to visual art. (Ord. 913 § 1, 2002).



CITY OF SNOQUALMIE
CITY COUNCIL REGULAR MEETING
Monday, February 09, 2026, at 7:00 PM
Snoqualmie City Hall, 38624 SE River Street & Zoom

MAYOR & COUNCIL MEMBERS

Mayor James Mayhew

Councilmembers: Daniel Murphy, Robert Wotton, Bryan Holloway, Louis Washington, Catherine Cotton, Cara Christensen, and Jolyon Johnson.

This meeting will be conducted in person at Snoqualmie City Hall and remotely using Zoom.

Join by Telephone: To listen to the meeting via telephone, please call **253.215.8782** and enter Webinar ID **813 0614 8787** and Password **1800110121** if prompted.

Join by Internet: To watch the meeting over the internet via your computer, follow these steps:

- 1) Click this [link](#)
- 2) If the Zoom app is not installed on your computer, you will be prompted to download it.
- 3) If prompted for Webinar ID, enter **813 0614 8787**; Enter Password **1800110121**

CALL TO ORDER & ROLL CALL

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

PUBLIC HEARINGS, PRESENTATIONS, PROCLAMATIONS, AND APPOINTMENTS

Proclamations

1. Proclamation 26-01 Twin Peaks Day

PUBLIC COMMENTS AND REQUESTS FOR ITEMS NOT ON THE AGENDA

(NOTE: No online public comments will be accepted during the meeting. Written comments are encouraged and may be submitted via in-person drop off, mail, or e-mail to cityclerk@snoqualmiewa.gov. All written comments must be received by 3:00 p.m. on the day of the scheduled meeting.)

CONSENT AGENDA

2. Approve the City Council Meeting Minutes dated January 21, 2026.
3. Approve the Claims Report dated February 9, 2026

ORDINANCES

4. **AB25-106:** Ordinance Amending and Repealing Snoqualmie Municipal Code to Align with Financial Management Policy (First Reading)

COMMITTEE REPORTS

Public Safety Committee:

5. **Discussion:** Crisis Intervention Training for Officers

6. 4th Quarter Accreditation Report (Informational Only)

Community Development Committee:

Parks & Public Works Committee:

7. **Discussion:** Business Park Pump Station Update

8. **Discussion:** Capital Improvements Program

Finance & Administration Committee:

9. **Discussion:** Open Public Meetings Act Review

Committee of the Whole:

REPORTS

10. Mayor's Report

11. Commission/Committee Liaison Reports

ADJOURNMENT

DRAFT