



## CITY COUNCIL REGULAR MEETING

Monday, October 28, 2024, at 7:00 PM

Snoqualmie City Hall, 38624 SE River Street & Zoom

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### MAYOR & COUNCIL MEMBERS

Mayor Katherine Ross

Councilmembers: Ethan Benson, Cara Christensen,  
Catherine Cotton, Bryan Holloway, Jo Johnson,  
Louis Washington, and Robert Wotton

*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.

Press \*9 to raise your hand to speak. Raising your hand signals the meeting moderator that you have a comment.  
Press \*6 to mute and unmute.

**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**
- 4) Please confirm that your audio works prior to participating.

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### CALL TO ORDER & ROLL CALL

### PLEDGE OF ALLEGIANCE

### AGENDA APPROVAL

### PUBLIC HEARINGS, PRESENTATIONS, PROCLAMATIONS, AND APPOINTMENTS

#### Public Hearings

#### Appointments

#### Presentations

1. King County Library System.

#### Proclamations

- [2.](#) **Proclamation 24-21:** Kindness Month.

### 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](mailto:cityclerk@snoqualmiewa.gov). All written comments must be received by 3:00 p.m. on the day of the scheduled meeting.)

### CONSENT AGENDA

- [3.](#) Approve the City Council Meeting Minutes dated October 14, 2024.
- [4.](#) Approve the Claims Report dated October 28, 2024.

5. **AB24-099:** North East King County Regional Public Safety Communications Agency (NORCOM) 2025 Budget Allocation.
6. **AB24-113:** Award a Public Works Contract to Forma Construction Company for Police Station Improvements.

## ORDINANCES

7. **AB24-055:** Amendments to Snoqualmie Municipal Code Titles 14 and 15, Implementing Senate Bill 5290.  
**Proposed Action:** Second Reading of Ordinance 1293. Move to adopt Ordinance 1293 amending the Snoqualmie Municipal Code to comply with the requirements of Senate Bill 5290.
8. **AB24-102:** Revising the Corporate Boundary of the City of Snoqualmie to Include a Portion of 384th Ave SE Right-of-Way.  
**Proposed Action:** Second Reading of Ordinance 1297. Move to adopt Ordinance 1297 revising the corporate boundary of the City of Snoqualmie to include a portion of 384th Ave SE right-of-way.
9. **AB24-089:** School Impact Fees for 2025.  
**Proposed Action:** First Reading of Ordinance 1294.

## COMMITTEE REPORTS

### Public Safety Committee:

### Community Development Committee:

### Parks & Public Works Committee:

10. **AB24-116:** Reclaimed Water System Improvements Project.

**Proposed Action:** Public Comment Period and Presentation.

11. **AB24-112:** Reclaimed Water System Improvements Project Amendment to RH2 Services Agreement.

**Proposed Action:** Move to Approve Amendment No. 2 to the Eagle Lake Water Reclamation Basin Improvements Services Agreement with RH2 Engineering for Design Services.

12. **AB24-117:** Agreement with Northwest Hydraulic Consultants (NHC) for the 2025 Stormwater Comprehensive Plan.

**Proposed Action:** Move to adopt Resolution 1699 awarding a Professional Services Agreement to Northwest Hydraulic Consultants for the 2025 Stormwater Comprehensive Plan Update.

### Finance & Administration Committee:

13. **AB24-090:** Adoption of Snoqualmie Valley School District Capital Facilities Plan 2024-2029.

**Proposed Action:** Move to approve Resolution 1696 adopting the Snoqualmie Valley School District No. 410 Capital Facilities Plan 2024-2029.

14. **AB24-104:** 2025 Salary Schedule for Non-Represented Management & Professional Employees.

**Proposed Action:** Move to approve the 2025 Salary Schedule for Non-Represented Management and Professional (M&P) Employees with a \_\_\_ COLA.

### Committee of the Whole:

15. 2025 Legislative Priorities.

## **REPORTS**

16. Mayor's Report
17. Commission/Committee Liaison Reports

## **EXECUTIVE SESSION**

## **ADJOURNMENT**

Accommodation: Requests for assistance or accommodations can be arranged by contacting the City Clerk by phone at (425) 888-8016 or by e-mail at [cityclerk@snoqualmiewa.gov](mailto:cityclerk@snoqualmiewa.gov) no later than 3:00 pm the day of the meeting.



# Proclamation

**WHEREAS**, the City of Snoqualmie honors those, no matter how young or old, that make a positive difference in our community and our world; and

**WHEREAS**, the Empower Youth Network’s Youth Suicide Prevention Program, which includes the #BeKindSV campaign, makes our schools, communities, and state stronger by facilitating meaningful change through simple acts of kindness; and

**WHEREAS**, any day, week, or month is a good time to remind all of us of the need to remember that compassion, empathy, humility, and respect are essential ingredients in the creation and maintenance of a kind and civilized society; and

**WHEREAS**, kindness is a fundamental part of the human condition which bridges the divides of race, religion, politics, and gender; and

**WHEREAS**, by knowing, understanding, and using our power of kindness, we have the ability to send out a positive ripple that may travel throughout the Snoqualmie Valley and beyond; and

**WHEREAS**, by fostering acts of kindness within our community, we help our residents develop a thoughtful foundation and perspective within themselves and those around them; and

**WHEREAS**, through simple acts of kindness, we can promote healthy behaviors and positive dynamics within our community; and


**WHEREAS**, we seek to cultivate caring, kindness, and compassion within our community;

**NOW, THEREFORE**, I Katherine Ross, Mayor of the City of Snoqualmie, do hereby proclaim November 2024 as

## KINDNESS MONTH

in the City of Snoqualmie and recognize World Kindness Day on November 13, 2024.

**APPROVED**, this 28<sup>th</sup> day of October 2024

  
Katherine Ross, Mayor  
Proclamation No. 24-21





## CITY COUNCIL REGULAR MEETING MINUTES

### October 14, 2024

**CALL TO ORDER & ROLL CALL:** Mayor Pro Tem Holloway called the Regular Meeting to order 7:00 pm.

**City Council:** Councilmembers Ethan Benson, Rob Wotton, Bryan Holloway, Louis Washington, Catherine Cotton, Cara Christensen, and Jo Johnson.

Mayor Ross was not present.

#### City Staff:

David Linehan, Interim City Attorney (remote); Mike Chambless, City Administrator; Deana Dean, City Clerk; Danna McCall, Communications Coordinator; Brian Lynch, Police Chief; Gary Horejsi, Police Captain; Michael Liebetrau, Police Evidence and Records Technician; Mike Bailey, Fire Chief; Jeff Hamlin, Parks & Public Works Director; Drew Bouta, Finance Director; Fletcher Lacroix, IT Director; Patrick Fry, Project Engineer; Dylan Gamble, CIP Manager; and Jimmie Betts, IT Support.

#### PLEDGE OF ALLEGIANCE

#### AGENDA APPROVAL

It was moved by CM Christensen; seconded by CM Cotton to:

**Approve the agenda.**

PASSED: 7-0 (Benson, Wotton, Holloway, Washington, Cotton, Christensen, Johnson)

#### PUBLIC HEARINGS, PRESENTATIONS, PROCLAMATIONS, AND APPOINTMENTS

##### Public Hearings

##### Appointments

1. Ceremonial Oath of Office: Police Officer Jack Yang. Chief Lynch introduced this item. Officer Yang was administered the Oath of Office on October 8, 2024. This evening's Oath was for ceremonial purposes. Photos followed.
2. **AB24-110:** Appointments to Economic Development Commission and Arts Commission. The summary was read into the record by MPT Holloway. Dr. Sharma was present remotely.

It was moved by CM Johnson; seconded by CM Benson to:

**Confirm the Mayor's recommendation to appoint Vasudha Sharma to the Economic Development Commission and Ashley Hale to the Arts Commission.**

PASSED: 7-0 (Benson, Wotton, Holloway, Washington, Cotton, Christensen, Johnson)

## Presentations

## Proclamations

3. **Proclamation 24-20:** Hindu Heritage Month. The proclamation was read into the record by Mayor Pro Tem Holloway.

**PUBLIC COMMENTS AND REQUESTS FOR ITEMS NOT ON THE AGENDA** – There were no public comments.

## CONSENT AGENDA

4. Approve the City Council Meeting Minutes dated September 23, September 30, and October 3, 2024.
5. Approve the Claims Report dated October 14, 2024.
6. **AB24-086:** Network Infrastructure Modernization.
7. **AB24-095:** Interlocal Agreement Renewal with SCORE Jail.
8. **AB24-097:** Authorization for Continued Legal Services with Pacifica Law Group.
9. **AB24-100:** Residential Sewer Connection.

It was moved by CM Christensen; seconded by CM Cotton to:

**Approve the consent agenda.**

PASSED: 7-0 (Benson, Wotton, Holloway, Washington, Cotton, Christensen, Johnson)

## ORDINANCES

10. **AB24-055:** Snoqualmie Municipal Code (SMC) Amendments to Titles 14 and 15 Implementing Senate Bill (SB) 5290. Consultant Andrew Levins was present. This is the first reading of Ordinance 1293. Discussion followed with Director Arteche answering Council questions. The second reading and proposed adoption will be at the October 28, 2024, City Council meeting.
11. **AB24-102:** Revising the Corporate Boundary of the City of Snoqualmie to Include a Portion of 384th Ave SE Right-of-Way. The summary was read into the record by CM Cotton. This is the first reading of Ordinance 1297. Project Engineer Fry answered Council questions. The second reading and proposed adoption will be at the October 28, 2024, City Council meeting.

## COMMITTEE REPORTS

**Public Safety Committee:** No report.

**Community Development Committee:** No report.

### **Parks & Public Works Committee:**

12. **AB24-103:** Parks, Recreation, Open Space, and Trails (PROST) Plan. The summary was read into the record by CM Cotton. Marissa Pellegrini from Kimley Horn was present remotely. This item was introduced by CIP Manager Dylan Gamble, presentation followed. Staff to harmonize the population numbers in this plan with the Comprehensive Plan.

It was moved by CM Cotton, seconded by CM Benson to:

**Approve Resolution 1695 adopting the Snoqualmie Parks, Recreation, Open Space, and Trails (PROST) Plan.**

PASSED: 7-0 (Benson, Wotton, Holloway, Washington, Cotton, Christensen, Johnson)

It was moved by CM Johnson, seconded by CM Benson to:

**Incorporate covered spaces for outdoor recreation, pavilions, etc.**

PASSED: 7-0 (Benson, Wotton, Holloway, Washington, Cotton, Christensen, Johnson)

**Finance & Administration Committee:** No report.

### **Committee of the Whole:**

13. 2025 Legislative Priorities. Handout provided by MPT Holloway and covered draft priorities including Community Center Expansion (P&PW), Affordable Housing (CD), two priorities for Public Safety (officer recruitment and retention, and juvenile access law), I-90 and Highway 18 interchange (P&PW), Snoqualmie Parkway jurisdiction transfer (P&PW), and property tax cap (F&A). Council comments followed. These items to be discussed further at the committee level and brought back at the next Council meeting.

### **REPORTS**

14. Commission/Committee Liaison Reports:

- CM Christensen provided updates on the King Conservation District, PIC and SCA looking for Board and Committee appointments, and there is an SCA Networking event this Wednesday.
- CM Cotton provided an update on the King County EMS Advisory Task Force.
- CM Johnson provided an update on Planning Commission code amendments. Director Arteche provided additional information.

15. Department Reports for September 2024 provided by City Administrator Chambless. Additional information provided by Chief Lynch.

### **EXECUTIVE SESSION**

16. Executive Session pursuant to RCW 42.30.110(1)(g). To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee; lasting approximately 10 minutes; and
17. Executive Session pursuant to RCW 42.30.110(1)(i) Litigation that has been specifically threatened to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party; (ii) Litigation that the agency reasonably believes may be commenced by or against the agency, the governing body, or a member acting in an official

capacity; or (iii) Litigation or legal risks of a proposed action or current practice that the agency has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the agency; lasting approximately 5 minutes.

There will be no action following Executive Session.

At 7:57 pm, Council took a 5-minute break and will reconvene in Executive Session at 8:02 pm.

Executive Session ended at 8:02 pm.

**ADJOURNMENT**

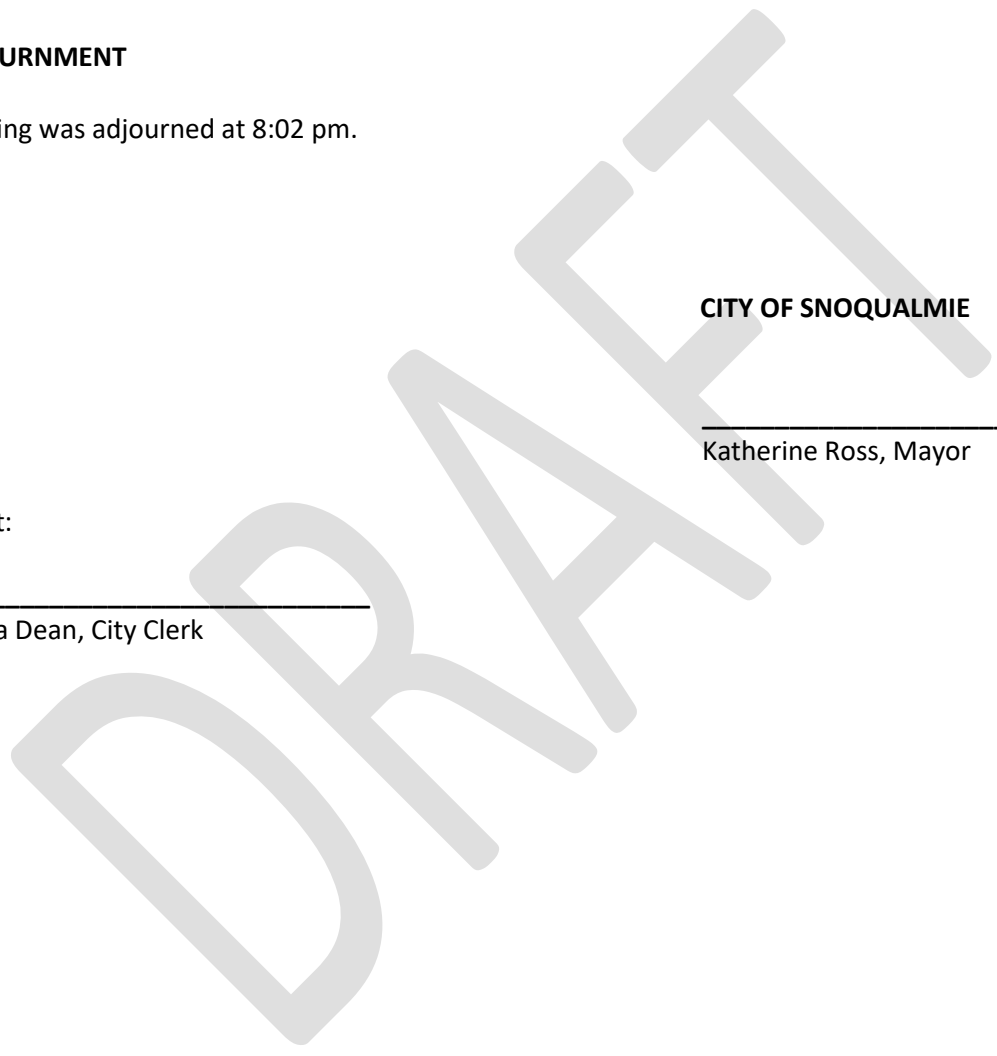
Meeting was adjourned at 8:02 pm.

**CITY OF SNOQUALMIE**

\_\_\_\_\_  
Katherine Ross, Mayor

Attest:

\_\_\_\_\_  
Deana Dean, City Clerk







**Drew Bouta, Director of Finance**  
38624 SE River St. | PO Box 987  
Snoqualmie, Washington 98065  
(425) 888-1555 | [dbouta@snoqualmiewa.gov](mailto:dbouta@snoqualmiewa.gov)

**To:** City Council  
Finance & Administration Committee

**From:** Drew Bouta, Director of Finance

**Date:** October 28, 2024

**Subject:** CLAIMS REPORT  
Approval of payments for the period: October 1, 2024, through October 15, 2024

**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 2023-2024 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**

CLAIMS							
Batch ID	Date	Warrants			ACH		CLAIMS TOTAL
		From #	Thru #	Amount	Qty	Amount	
117	10/3/2024	82908	82978	\$ 1,487,908.79			1,487,908.79
118	10/10/2024	82979	83014	\$ 746,478.39			746,478.39
							-
							-
							-
							-
							<b>Grand Total</b> <u>2,234,387.18</u>

PAYROLL (including Payroll Benefits)							
Batch ID	Date	Warrants			ACH		PAYROLL TOTAL
		From #	Thru #	Amount	Qty	Amount	
PR 10-7-24	10/7/2024				107	\$ 355,108.53	355,108.53
PRV 10-7-24	10/7/2024	62596	62603	\$ 6,482.11	15	\$ 454,100.51	460,582.62
							-
							-
							-
							<b>Grand Total</b> <u>815,691.15</u>

MISCELLANEOUS DISBURSEMENTS				
Date	Description	ACH Amount	Wire Amount	MISC TOTAL
10/1/2024	Dept. of Licensing Firearm Fees Remittance	\$ 4,362.00		\$ 4,362.00
10/1/2024	Navia Benefits Solutions	\$ 416.68		\$ 416.68
10/1/2024	Navia Benefits Solutions	\$ 7,004.14		\$ 7,004.14
10/1/2024	Merchant Card Fees - Bankcard	\$ 8,324.32		\$ 8,324.32
10/2/2024	Merchant Card Fees - Bluefin	\$ 844.47		\$ 844.47
10/2/2024	Merchant Card Fees - Merchant Transact	\$ 814.93		\$ 814.93
10/2/2024	Merchant Card Fees - Tyler Munis	\$ 188.55		\$ 188.55
10/7/2024	Merchant Card Fees - American Express	\$ 1,259.75		\$ 1,259.75
10/7/2024	Merchant Card Fees - Tyler Munis - American Expre	\$ 7.22		\$ 7.22
10/11/2024	Navia Benefits Solutions	\$ 3,876.86		\$ 3,876.86
10/15/2024	Navia Benefits Solutions	\$ 416.68		\$ 416.68
10/15/2024	Navia Benefits Solutions	\$ 4,539.67		\$ 4,539.67
				\$ -
				\$ -
				<b>Grand Total</b> <u>32,055.27</u>

**Total** **3,082,133.60**

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*

Oct 16, 2024

Drew Bouta, Director of Finance

Date

**FINANCE & ADMINISTRATION COMMITTEE RECOMMENDATION: Approve / Not Approve**

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$1,487,908.79

For claims warrants numbered 82908 through 82978 & dated 10/3/2024

											#117	
VENDOR NAME	ACCOUNT	ACCOUNT DESC	YEAR	PERIOD	TYPE	STATUS	AMOUNT	CHECK NO	INVOICE #	FULL DESC	INVOICE DATE	CHECK DATE
AMZONCAP	001.15.034.55850.531000.	Office Supplies	2024	10	INV	Paid	49.26	82908	1LDY-196K-4D73	Wireless keyboard and mouse for Permit Technician	45546	10/3/2024
AMZONCAP	401.18.037.53481.531910.	Operating Supplies	2024	10	INV	Paid	222.10	82908	1WQ7-669Q-9L9N	Kneeling pads	45540	10/3/2024
AMZONCAP	403.22.030.53190.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	497.17	82908	17H1-DWN4-JFDF	paddle signs, trimmer & line, pruners, level	45527	10/3/2024
AMZONCAP	403.22.030.53190.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	74.35	82908	1CVK-R9MC-J16Q	gear lube	45527	10/3/2024
Animal Encounters	001.08.009.52110.549100.	City-Sponsored Expenses	2024	9	INV	Paid	2,495.00	82909	7/4/2024	Natl' Night Out Event- Four hour petting zoo	45477	10/3/2024
APWA MO	001.16.019.54290.549200.	Dues-Subscriptions-Memberships	2024	10	INV	Paid	261.17	82910	000840284	Yearly APWA membership dues	45412	10/3/2024
APWA MO	401.18.019.53410.549200.	Dues-Subscriptions-Memberships	2024	10	INV	Paid	261.17	82910	000840284	Yearly APWA membership dues	45412	10/3/2024
APWA MO	402.20.040.53580.549200.	Dues-Subscriptions-Memberships	2024	10	INV	Paid	261.17	82910	000840284	Yearly APWA membership dues	45412	10/3/2024
APWA MO	403.22.019.53110.549200.	Dues-Subscriptions-Memberships	2024	10	INV	Paid	261.17	82910	000840284	Yearly APWA membership dues	45412	10/3/2024
APWA MO	403.22.030.53190.549200.	Dues-Subscriptions-Memberships	2024	10	INV	Paid	261.16	82910	000840284	Yearly APWA membership dues	45412	10/3/2024
APWA MO	501.23.019.54861.549200.	Dues-Subscriptions-Memberships	2024	10	INV	Paid	261.16	82910	000840284	Yearly APWA membership dues	45412	10/3/2024
ATWORK	510.24.053.51820.548150.	Landscaping Services	2024	10	INV	Paid	2,892.15	82911	P5-INV105669	maintenance agreement- facilities	45535	10/3/2024
BERGER	310.12.605.59476.541076.	Riverwalk Phase I - Design	2024	10	INV	Paid	30,816.44	82912	0000036823	Riverwalk NW of Sandy Cove	45490	10/3/2024
BERGER	310.12.605.59476.541076.	Riverwalk Phase I - Design	2024	10	INV	Paid	22.88	82912	0000036899	Riverwalk NW of Sandy Cove- Design	45530	10/3/2024
CALPORTL	402.20.045.53560.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	521.76	82913	96362159	Crushed rock	45447	10/3/2024
CALPORTL	402.20.045.53560.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	246.37	82913	96372233	Crushed rock	45455	10/3/2024
CALPORTL	402.20.045.53560.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	167.31	82913	96386522	building sand	45467	10/3/2024
CALPORTL	402.20.045.53560.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	579.47	82913	96393916	Crushed rock	45468	10/3/2024
CALPORTL	402.20.045.53560.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	134.42	82913	96393917	Crushed rock	45469	10/3/2024
CALPORTL	402.20.045.53560.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	717.18	82913	96393918	Crushed rock	45470	10/3/2024
CALPORTL	402.20.045.53560.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	344.19	82913	96393919	Crushed rock	45471	10/3/2024
CALPORTL	402.20.045.53560.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	354.26	82913	96408662	Crushed rock	45485	10/3/2024
Cardio Partners Inc	001.09.014.52210.531010.	Public Education Supplies	2024	10	INV	Paid	235.72	82914	INV3081161	metallic strips, CPR training mask, student workbook	44845	10/3/2024
Cardio Partners Inc	001.09.014.52210.531010.	Public Education Supplies	2024	10	INV	Paid	1,328.59	82914	INV3096406	Little Ammie, heart saver course videos	44876	10/3/2024
Cardio Partners Inc	001.09.014.52210.531010.	Public Education Supplies	2024	10	INV	Paid	266.81	82914	INV3147347	trainer pads, moulage gauze	44993	10/3/2024
Cardio Partners Inc	001.09.014.52210.531040.	Prof Books Maps & Manuals	2024	10	INV	Paid	38.12	82914	INV3220615	heart code for learning bls, student manual	45114	10/3/2024
Cardio Partners Inc	001.09.014.52210.531040.	Prof Books Maps & Manuals	2024	10	INV	Paid	74.05	82914	INV3221156	heart code for learning bls, student manual	45114	10/3/2024
Cardio Partners Inc	001.09.014.52210.549100.	City-Sponsored Expenses	2024	10	INV	Paid	185.13	82914	INV3153308	trainer pads, gauze	45002	10/3/2024
Cardio Partners Inc	001.09.014.52250.535900.	Small Tools & Equipment	2024	10	INV	Paid	4,219.88	82914	INV3075068	Electrode Adult, cartridge, battery, AED Keychain	44833	10/3/2024
Cardio Partners Inc	001.09.014.52250.535900.	Small Tools & Equipment	2024	10	INV	Paid	442.13	82914	INV3334740	Training metallic strips, trainer pads	45316	10/3/2024
CENTURYLINK	502.11.020.51888.542000.	Telephone Service	2024	9	INV	Paid	90.52	82915	300570848 8/24	Monthly Telephone Service	45524	10/3/2024
CENTURYLINK	502.11.020.51888.542000.	Telephone Service	2024	10	INV	Paid	634.97	82915	300571491 7/24	Monthly Telephone Service	45493	10/3/2024
Chinook Lumber	001.16.035.54230.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	355.82	82916	2058934	Street fencing	45552	10/3/2024
CINTAS	402.20.040.53580.545200.	Rent - Furniture & Equipment	2024	10	INV	Paid	140.74	82917	9286282405	Rent AED	45535	10/3/2024
COD	001.09.014.52210.549900.	Miscellaneous Services	2024	10	INV	Paid	2,750.66	82918	4677	Dell Computer for Sno Valley EMO	45533	10/3/2024
COMCAST	502.11.020.51888.542200.	INET Internet Network Services	2024	9	INV	Paid	411.20	82919	0559927-09-24	Secondary Internet Service	45546	10/3/2024
COMP PD	001.08.009.52122.531000.	Office Supplies	2024	9	INV	Paid	99.71	82920	2305698-0	Various off suppl/Custodial suppl	45532	10/3/2024
COMP PD	001.08.009.52122.531000.	Office Supplies	2024	9	INV	Paid	329.19	82920	2306227-0	Batteries, pens, mousepad	45538	10/3/2024
COMP PD	001.08.009.52122.531000.	Office Supplies	2024	9	INV	Paid	181.25	82920	2306816-0	Stapler, paper, cartridge tape	45539	10/3/2024
COMP PD	001.08.009.52122.531910.	Operating Supplies	2024	9	INV	Paid	124.64	82920	2307081-0	Biohazard Cleanup Kit	45540	10/3/2024
COMP PD	001.08.009.52122.531910.	Operating Supplies	2024	9	INV	Paid	42.23	82920	2307081-1	Biohazard Cleanup Kit	45541	10/3/2024
COMP PD	510.24.053.51820.531340.	Custodial & Cleaning Supplies	2024	9	INV	Paid	316.67	82920	2305698-0	Various off suppl/Custodial suppl	45532	10/3/2024
COMP PD	510.24.053.51820.531340.	Custodial & Cleaning Supplies	2024	9	INV	Paid	99.06	82920	2307968-0	Spray bottle, paper towels	45545	10/3/2024
DAYWIRE	001.09.014.52250.542100.	Radio Communication Services	2024	10	INV	Paid	612.56	82921	INV776882	Install radio into Chief Battery vehicle	45070	10/3/2024
Ebix, Inc.	001.06.075.51810.541420.	HR-Related Services	2024	9	INV	Paid	97.10	82922	637224	2025 AWC Wellness Calendars	45534	10/3/2024
EVOQUA	402.20.045.53560.531500.	Uniforms & Protective Gear	2024	10	INV	Paid	10,774.05	82923	90622862	odor and corrosion reduction chemicals	45527	10/3/2024
FCI	401.18.037.59434.564000.	Machinery & Equip	2024	9	INV	Paid	1,445.58	82924	18337	2024 Chevrolet 2500addtl' FTE vehicle upfit	45551	10/3/2024
FCS Bowman	001.14.031.55860.541000.	Professional Svcs - General	2024	9	INV	Paid	9,376.25	82925	3743-22408099	Capital Facilities Funding Plan	45534	10/3/2024
FCS Bowman	401.18.019.53410.541095.	Utility Rate Study	2024	10	INV	Paid	3,412.50	82925	3618-22407012	Utility Rate Study 2025/2030	45490	10/3/2024
FCS Bowman	401.18.019.53410.541095.	Utility Rate Study	2024	10	INV	Paid	3,308.00	82925	3918-22408019	Utility Rate Study 2025/2030	45534	10/3/2024
FCS Bowman	402.20.019.53510.541095.	Utility Rate Study	2024	10	INV	Paid	3,412.50	82925	3618-22407012	Utility Rate Study 2025/2030	45490	10/3/2024
FCS Bowman	402.20.019.53510.541095.	Utility Rate Study	2024	10	INV	Paid	3,308.00	82925	3918-22408019	Utility Rate Study 2025/2030	45534	10/3/2024
FCS Bowman	403.22.019.53110.541095.	Utility Rate Study	2024	10	INV	Paid	1,706.25	82925	3618-22407012	Utility Rate Study 2025/2030	45490	10/3/2024
FCS Bowman	403.22.019.53110.541095.	Utility Rate Study	2024	10	INV	Paid	1,654.00	82925	3918-22408019	Utility Rate Study 2025/2030	45534	10/3/2024
Ferguson Water Works	401.18.037.53481.531300.	Repair & Maintenance Supplies	2024	9	INV	Paid	2,460.03	82926	0053310	2" water meters	45549	10/3/2024

GALLSLC	001.09.014.52220.531050.	Uniforms	2024	10	INV	Paid	59.72	82927 028842345	Embroiderable Blank Tag X's 6	45525	10/3/2024
GRAINGER	001.12.028.57680.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	288.02	82928 9221394647	Faucets control	45523	10/3/2024
GRAINGER	401.18.037.53481.531300.	Repair & Maintenance Supplies	2024	9	INV	Paid	1,421.64	82928 9239519227	hydrant paint	45540	10/3/2024
GRAINGER	401.18.037.53481.531300.	Repair & Maintenance Supplies	2024	9	INV	Paid	648.43	82928 9239541429	hydrant paint	45540	10/3/2024
GRAINGER	402.20.045.53565.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	1,337.12	82928 92300065774	Motor starter PS L	45531	10/3/2024
GRTFLOOR	014.08.012.52150.548000.	Repair & Maintenance Services	2024	9	INV	Paid	463.25	82929 239664-202	Carpet Cleaning- N Bend Annex Station at Mall	45551	10/3/2024
HD Fowler	401.18.037.53481.531300.	Repair & Maintenance Supplies	2024	9	INV	Paid	1,139.91	82930 16816074	2" corp and saddle, fiberglass water posts	45544	10/3/2024
HD Fowler	402.20.040.53555.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	150.89	82930 16640249	Flange for centrifuge	45562	10/3/2024
HD Supply Facil Main	510.24.053.51820.531300.	Repair & Maintenance Supplies	2024	9	INV	Paid	149.42	82931 9229633918	Soap dispenser replacement PW	45545	10/3/2024
HMALLC	310.17.500.59530.563000.	Street Resurface - Construct	2024	10	INV	Paid	2,264.23	82932 HMA-11558	Geotech Inspection	45533	10/3/2024
IHK	501.23.051.54868.548000.	Repair & Maintenance Services	2024	10	INV	Paid	5,797.19	82933 145628I	Final Drive oil leak/replic damaged machine tracks	45553	10/3/2024
JENKINS	402.20.045.53565.548000.	Repair & Maintenance Services	2024	10	INV	Paid	2,542.59	82934 24590	clean 4 wetwells	45532	10/3/2024
KC 710	001.08.009.55430.541521.	Animal Control Services	2024	9	INV	Paid	1,428.00	82935 2149377	KC Reg Animal Ctrl svcs usage 1/1-12/31 2022	45130	10/3/2024
KC 710	001.08.009.55430.541521.	Animal Control Services	2024	10	INV	Paid	21,301.00	82935 2149408	KC Reg Animal Ctrl svcs svc yr charge 2023	45497	10/3/2024
KC 710	001.08.009.55430.541521.	Animal Control Services	2024	9	INV	Paid	3,359.00	82935 2155549	KC Reg Animal Ctrl svcs 1/1-12/31 2023	45097	10/3/2024
KC 710	001.08.009.55430.541521.	Animal Control Services	2024	10	INV	Paid	21,518.00	82935 2155560	KC Reg Animal Cntrl Svcs -service yr charge-2024	45464	10/3/2024
KC 710	001.16.035.54264.548000.	Traffic Signal Maintenance	2024	10	INV	Paid	5,211.36	82935 133383-1353291	Traffic sign maintenance	45412	10/3/2024
KC 710	001.16.035.54264.548000.	Traffic Signal Maintenance	2024	10	INV	Paid	2,041.38	82935 135326-135329	Traffic sign maintenance	45504	10/3/2024
Kimley-Horn	001.12.028.57680.541000.	Professional Svcs - General	2024	10	INV	Paid	33,789.00	82936 29290756	Parks, recreation and open space plan	45535	10/3/2024
Kissler	402.20.040.53555.548000.	Repair & Maintenance Services	2024	10	INV	Paid	2,228.38	82937 11348	Transport Biosolids to application site	45531	10/3/2024
LAI	001.09.014.52220.531912.	EMS Supplies & Equipment	2024	10	INV	Paid	824.32	82938 1507378	splint (s,m,i)	45540	10/3/2024
LNCS	001.08.009.52110.523100.	Clothing Allowance	2024	9	INV	Paid	33.17	82939 INV854337	G. Horejzi polo embroidery x2	45516	10/3/2024
LNCS	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	9	INV	Paid	50.62	82939 INV854367	W. Schannauer duty gear (OC Spray)	45516	10/3/2024
LNCS	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	9	INV	Paid	473.06	82939 INV854674	W. Schannauer Academy gear	45517	10/3/2024
LNCS	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	9	INV	Paid	47.07	82939 INV855354	P. Mandery polo shirt and embroidery	45518	10/3/2024
LNCS	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	9	INV	Paid	58.31	82939 INV860214	D. Vladis pants	45532	10/3/2024
LNCS	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	9	INV	Paid	325.58	82939 INV860405	W. Schannauer shirt, tie, tie bard, trng shirt	45533	10/3/2024
LNCS	014.08.012.52122.531050.	Uniforms & Protective Gear	2024	9	INV	Paid	47.08	82939 INV855354	P. Mandery polo shirt and embroidery	45518	10/3/2024
LNCS	014.08.012.52122.531050.	Uniforms & Protective Gear	2024	9	INV	Paid	58.31	82939 INV860214	D. Vladis pants	45532	10/3/2024
Marine Lumber	310.12.601.59476.563014.	Trails Replace - Construction	2024	10	INV	Paid	2,109.64	82940 18097	Lumber for bridge repair on Deep Crk Trail decking	45505	10/3/2024
Massana Construction	310.17.508.59550.563002.	Kimball Ck Bridges -Const	2024	10	INV	Paid	347,381.16	82941 Pay Estimate #1	Pay Est. #1 at base bid price-no sales tax incl.	45544	10/3/2024
MATZKEN	001.08.009.52110.541000.	Professional Svcs - General	2024	9	INV	Paid	250.00	82942 9324	polygraph examination- J. Hall	45538	10/3/2024
MC	402.20.040.53585.548000.	Repair & Maintenance Services	2024	10	INV	Paid	906.62	82943 11437957	lab water system maintenance	45537	10/3/2024
Miller's Equip & Ren	001.28.065.57390.545000.	Rental Equipment	2024	9	INV	Paid	2,438.38	82944 412473	Block Party Stage	45544	10/3/2024
Minuteman Press	001.09.014.52220.541000.	Professional Svcs - General	2024	10	CRM	Paid	-193.09	82945 CM 82477	CM for 2 invoices that were for Woodville MtMan	45545	10/3/2024
Minuteman Press	001.08.009.52122.549300.	Printing	2024	9	INV	Paid	623.89	82945 93621	SPD Backdrop for Press Conferences	45548	10/3/2024
Minuteman Press	401.18.037.53481.549300.	Printing	2024	10	INV	Paid	317.63	82945 93603	backflow testing letters and postage	45546	10/3/2024
MONROECC	403.22.050.53145.548000.	Repair & Maintenance Services	2024	9	INV	Paid	93.79	82946 MCC2407.0108	Missed Day- work at Three Forks Natural Area	45544	10/3/2024
NAVIA AP	001.15.034.55850.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	6.21	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	001.05.005.51420.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	4.14	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	001.07.008.55720.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	8.28	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	001.28.056.57120.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	2.90	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	001.01.001.51310.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	8.28	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	001.06.007.51423.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	41.40	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	001.09.014.52210.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	2.07	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	001.09.014.52220.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	2.48	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	001.06.075.51810.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	8.28	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	001.04.004.51531.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	4.14	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	001.13.000.51810.541000.	Professional Svcs - General	2024	9	INV	Paid	100.00	82947 10883511	FSA Admin Fees- August	45533	10/3/2024
NAVIA AP	001.12.019.57680.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	0.83	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	001.12.028.57680.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	24.85	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	001.14.031.55860.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	7.45	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	001.08.009.52110.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	15.57	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	001.08.009.52121.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	4.14	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	001.08.009.52122.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	38.92	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	001.08.009.52131.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	4.14	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	001.16.035.54230.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	4.14	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	001.16.019.54290.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	0.83	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	014.08.012.52110.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	5.13	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	014.08.012.52122.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	51.75	82947 10883512	HRA Admin Fees- August	45533	10/3/2024

NAVIA AP	310.13.200.59418.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	2.19	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	310.13.200.59476.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	3.06	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	310.13.200.59590.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	3.02	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	401.18.019.53410.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	1.45	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	401.18.037.53481.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	22.77	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	401.19.039.53915.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	0.62	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	401.19.039.53935.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	6.21	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	402.20.019.53510.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	1.66	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	402.20.040.53580.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	33.12	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	403.22.019.53110.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	1.24	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	403.22.050.53130.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	8.28	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	403.22.030.53190.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	8.28	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	417.13.200.59431.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	2.69	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	417.13.200.59434.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	5.38	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	417.13.200.59435.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	5.38	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	501.23.019.54861.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	0.41	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	501.23.051.54868.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	6.21	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	502.11.020.51888.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	20.70	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	510.24.019.51820.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	0.21	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NAVIA AP	510.24.053.51820.522300.	HRA Medical Reimbursements	2024	10	INV	Paid	6.21	82947 10883512	HRA Admin Fees- August	45533	10/3/2024
NCEC	402.20.045.53565.548000.	Repair & Maintenance Services	2024	10	INV	Paid	5.70	82948 5013717473.001	Service charge for late inv pmt #5013569141.001	45535	10/3/2024
NHC	417.13.064.59431.541060.	Design Svcs Sandy Cove Stable	2024	10	INV	Paid	39,327.03	82949 31618	Phase 1- Design/Engineering	45491	10/3/2024
Nicole Rule	001.09.000.34260.342606.	Ambulance Transport Fees	2024	10	INV	Paid	134.45	82950 58 Rcpt #502074	Refund-Patient's Insurance already paid in full	45544	10/3/2024
Nicole Wiebe	001.28.057.57390.541300.	Advertising, Legal Notices etc	2024	9	INV	Paid	2,140.09	82951 RE N Wiebe 9/24	Reimb. N. Wiebe Winter light advertising	45546	10/3/2024
OTAK	310.17.506.59530.541060.	Design Services	2024	10	INV	Paid	1,105.06	82952 000072400162	Towncenter Phase 3 Desig/Engineering	45488	10/3/2024
OTAK	310.17.506.59530.541060.	Design Services	2024	10	INV	Paid	6,567.81	82952 000082400128	Towncenter Phase 3 Desig/Engineering	45520	10/3/2024
PBBPP	001.13.000.51890.542300.	Postage & Freight	2024	10	INV	Paid	15.59	82953 1026074615-09/12	Purch Power Credit Line- supplies for pstg machine	45550	10/3/2024
POLY	402.20.040.53555.531500.	Sewage Treatment Chemicals	2024	10	INV	Paid	13,901.09	82954 1821498	polymer for biosolids production	45372	10/3/2024
POLY	402.20.040.53555.531500.	Sewage Treatment Chemicals	2024	10	INV	Paid	13,913.86	82954 1843096	polymer for biosolids production	45450	10/3/2024
PSE	001.09.014.52250.547100.	Electricity	2024	9	INV	Paid	1,502.86	82955 257959 9/24	Electricity	45539	10/3/2024
PSRC	001.13.000.51890.549252.	Puget Sound Reg Council Dues	2024	9	INV	Paid	6,467.00	82956 2025074	PSRC FY25 Membership Dues	45538	10/3/2024
PSRFA	501.23.051.54868.548000.	Repair & Maintenance Services	2024	9	INV	Paid	5,989.19	82957 10461	Fire apparatus repair and service	45541	10/3/2024
RODARTE	310.17.511.59561.563000.	384th Sidewalk Construction	2024	10	INV	Paid	12,140.00	82958 Pay Estimate #2	For 384th Ave Sewer/Sidewalk Construction Inv. 2	45544	10/3/2024
RODARTE	417.13.416.59435.563000.	General Parks Signage	2024	10	INV	Paid	574,354.45	82958 Pay Estimate #2	For 384th Ave Sewer/Sidewalk Construction Inv. 2	45544	10/3/2024
SCORE	001.08.009.52360.541504.	Jail Services - SCORE	2024	10	INV	Paid	2,664.61	82959 8110	SCORE Snoqualmie inmates August 2024	45544	10/3/2024
SHI INT	401.18.037.53481.531820.	Info Tech Components	2024	9	INV	Paid	1,523.04	82960 B18781758	iPads 10th Gen (Water Dept.)	45541	10/3/2024
SHI INT	403.22.019.53110.531820.	Info Tech Components	2024	9	INV	Paid	203.11	82960 B18762411	PW- Jason Battles Adobe Pro License	45534	10/3/2024
SHI INT	502.11.021.51888.548860.	Hardware-Software Maintenance	2024	9	INV	Paid	6,611.46	82960 B18590189	ServiceDesk Plus License Renewal 2024	45495	10/3/2024
SHI INT	502.11.021.51888.548860.	Hardware-Software Maintenance	2024	9	INV	Paid	49,583.86	82960 B18726617	VMWare Annual Licensing	45526	10/3/2024
Snoq Valley Real Est	001.07.008.55720.541000.	Professional Svcs - General	2024	9	INV	Paid	1,250.00	82961 09012024	COS Aerial Video footage for Internal Production	45546	10/3/2024
SUMMIT LAW	001.06.075.51810.541120.	Legal Consulting Svcs - HR	2024	10	INV	Paid	355.50	82962 157275	Services RE: Personnel Policy Handbook	45554	10/3/2024
SUMMIT LAW	001.06.075.51810.541120.	Legal Consulting Svcs - HR	2024	10	INV	Paid	2,009.00	82962 157345	Services RE: Teamsters	45554	10/3/2024
Sunflower Dream	001.08.009.52110.549100.	City-Sponsored Expenses	2024	10	INV	Paid	381.85	82963 1001	National Night out Photo Booth- 4 hours	45513	10/3/2024
TSSCOINC	001.16.035.54230.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	1,715.18	82964 19782	Wayfinding signs	45541	10/3/2024
TSSCOINC	001.16.035.54230.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	13,068.00	82964 19789	Wayfinding Signs	45551	10/3/2024
TYLERTEC	350.13.023.59418.541000.	Professional Svcs - General	2024	10	CRM	Paid	-11,736.00	82965 045-475157	Tyler Credit Memo	45476	10/3/2024
TYLERTEC	350.13.023.59418.541000.	Professional Svcs - General	2024	10	CRM	Paid	-7,302.40	82965 045-475158	Tyler Credit Memo	45476	10/3/2024
TYLERTEC	350.13.023.59418.541000.	Professional Svcs - General	2024	10	CRM	Paid	-12,872.10	82965 045-475159	Tyler Credit Memo	45476	10/3/2024
TYLERTEC	350.13.023.59418.541000.	Professional Svcs - General	2024	10	CRM	Paid	-9,285.53	82965 045-475160	Tyler Credit Memo	45476	10/3/2024
TYLERTEC	350.13.023.59418.541000.	Professional Svcs - General	2024	10	CRM	Paid	-5,868.00	82965 045-475161	Tyler Credit Memo	45476	10/3/2024
TYLERTEC	350.13.023.59418.541000.	Professional Svcs - General	2024	10	INV	Paid	1,254.84	82965 045-475339	Tyler Consulting Services	45483	10/3/2024
TYLERTEC	350.13.023.59418.541000.	Professional Svcs - General	2024	10	INV	Paid	51,171.63	82965 045-475340	Tyler Consulting Services	45483	10/3/2024
TYLERTEC	350.13.023.59418.541000.	Professional Svcs - General	2024	10	INV	Paid	19,560.00	82965 045-475863	Tyler Consulting Services	45483	10/3/2024
TYLERTEC	350.13.023.59418.541000.	Professional Svcs - General	2024	10	INV	Paid	7,172.00	82965 045-476945	Tyler Consulting Services	45490	10/3/2024
TYLERTEC	350.13.023.59418.541000.	Professional Svcs - General	2024	10	INV	Paid	12,340.80	82965 045-479810	Tyler Consulting Services	45518	10/3/2024
TYLERTEC	350.13.023.59418.541000.	Professional Svcs - General	2024	10	INV	Paid	5,419.87	82965 045-480388	Tyler Consulting Services	45518	10/3/2024
TYLERTEC	350.13.023.59418.541000.	Professional Svcs - General	2024	10	INV	Paid	3,912.00	82965 045-481947	Tyler Consulting Services	45525	10/3/2024
TYLERTEC	350.13.023.59418.541000.	Professional Svcs - General	2024	10	INV	Paid	3,260.00	82965 045-482791	Tyler Consulting Services	45532	10/3/2024
TYLERTEC	350.13.023.59418.541000.	Professional Svcs - General	2024	10	INV	Paid	8,301.60	82965 045-484612	Tyler Consulting Services	45546	10/3/2024
TYLERTEC	350.13.023.59418.541000.	Professional Svcs - General	2024	10	INV	Paid	652.00	82965 045-484894	Tyler Consulting Services	45546	10/3/2024

TYLERTEC	502.11.023.59418.564000.	Financial System Software	2024	10	INV	Paid	66,470.82	82965	045-484276	Tyler Munis Contract- Subscription Fees	45536	10/3/2024
UFS/BART	403.22.030.53190.541000.	Professional Svcs - General	2024	10	INV	Paid	288.00	82966	2024-1502	Soil analysis & samples for 4 trees on Downtown St	45539	10/3/2024
ULI	001.08.009.52122.522400.	LEOFF I Retiree Med & Premiums	2024	10	INV	Paid	70.50	82967	24-Oct	Group Insurance premium	45566	10/3/2024
ULINE	001.12.028.57680.531060.	Safety Supplies	2024	10	INV	Paid	352.95	82968	182070420	Safety Vest	45524	10/3/2024
UNITEDSI	001.09.014.52210.549100.	City-Sponsored Expenses	2024	10	INV	Paid	446.44	82969	114-13915825	Portable Bathrooms for Pancake Breakfast	45524	10/3/2024
UNITEDSI	403.22.050.53130.548000.	Repair & Maintenance Services	2024	10	INV	Paid	185.00	82969	INV-4755908	Portable Toilet Service for DOC Operations	45535	10/3/2024
US Postmaster	401.18.037.53481.542300.	Postage & Freight	2024	10	INV	Paid	695.06	82970	10/24 UB Postage	UB Postage for Sept. 2024 Bills	45565	10/3/2024
US Postmaster	402.20.040.53580.542300.	Postage & Freight	2024	10	INV	Paid	695.06	82970	10/24 UB Postage	UB Postage for Sept. 2024 Bills	45565	10/3/2024
US Postmaster	403.22.050.53130.542300.	Postage & Freight	2024	10	INV	Paid	695.06	82970	10/24 UB Postage	UB Postage for Sept. 2024 Bills	45565	10/3/2024
UULC	401.18.037.53481.541000.	Professional Svcs - General	2024	10	INV	Paid	80.24	82971	4080231	August 2024 locate fees	45535	10/3/2024
UULC	402.20.040.53580.541000.	Professional Svcs - General	2024	10	INV	Paid	81.56	82971	4080230	811 locating services	45535	10/3/2024
VALLEYD	001.13.117.51591.541111.	Public Defender Services	2024	9	INV	Paid	6,650.00	82972	Aug-24	Public defense svcs-Snoqualmie cases Aug 2024	45540	10/3/2024
VALLEYD	001.13.117.51591.541111.	Public Defender Services	2024	9	INV	Paid	6,650.00	82972	July-24	Public defense svcs-Snoqualmie cases July 2024	45509	10/3/2024
VALLEYD	001.13.117.51591.541111.	Public Defender Services	2024	9	INV	Paid	6,650.00	82972	June-24	Public defense svcs-Snoqualmie cases June 2024	45478	10/3/2024
VERIZCS	401.18.037.53481.542000.	Telephone Service	2024	10	INV	Paid	368.64	82973	9974025713	monthly cell modem charges	45551	10/3/2024
VERIZCS	402.20.019.53510.542010.	Cellular Telephone	2024	10	INV	Paid	1,504.12	82973	9972175288	SCADA Machine 2 Machine coms	45527	10/3/2024
VERIZCS	502.11.020.51888.542010.	Cellular Telephone	2024	9	INV	Paid	9,330.82	82973	9974025712	Monthly Cellular Telephone Service	45551	10/3/2024
WVR	402.20.040.53585.531510.	Laboratory Supplies	2024	10	INV	Paid	320.86	82974	8816905242	Tubing for quarterly sampling	45526	10/3/2024
WASPC	001.08.009.52110.541900.	WASPC Accreditation Process	2024	10	INV	Paid	3,536.66	82975	INV032183	LEMAP Fees, Staff/Assessor Expenses	45488	10/3/2024
Water Mgmt Labs	401.18.037.53481.541000.	Professional Svcs - General	2024	10	INV	Paid	620.00	82976	222936	Aug 2024 bacteria samples, arsenic, lead & copper	45542	10/3/2024
WLACE	510.24.053.51820.531300.	Repair & Maintenance Supplies	2024	9	INV	Paid	169.13	82977	15313093	paint supplies for Dylan office space	45548	10/3/2024
XYLEM	402.20.040.53580.545200.	Rent - Furniture & Equipment	2024	10	INV	Paid	33.06	82978	401361989	rent fitting for phase 3 ditch draining	45532	10/3/2024

**City of Snoqualmie**

Claims presented to the City to be paid in the amount of \$746,478.39

For claims warrants numbered 82979 through 83014 & dated 10/10/2024

VENDOR NAME	ACCOUNT	ACCOUNT DESC	YEAR	PERIOD	TYPE	STATUS	AMOUNT	CHECK NO	INVOICE #	FULL DESC	#118	INVOICE DATE	CHECK DATE
AFMATH	001.08.009.52150.548000.	Repair & Maintenance Services	2024	10	INV	Paid	400.00	82979	JC2024-1065	Bio Hazard Clean Up 245-4303		45552	10/10/2024
Alpine Coachworks	501.23.051.54868.548000.	Repair & Maintenance Services	2024	10	INV	Paid	945.19	82980	12321	#123 pit maneuver vs DUI case body repair		45558	10/10/2024
AMZONCAP	001.09.014.52220.531910.	Operating Supplies	2024	10	INV	Paid	108.38	82981	1KV4-4WTX-931R	key chain car escape		45545	10/10/2024
AMZONCAP	001.06.075.51810.531000.	Office Supplies	2024	10	INV	Paid	50.38	82981	16M4-C9XJ-1KTH	Folders for new hire paperwork		45559	10/10/2024
AMZONCAP	001.12.028.57680.531050.	Uniforms & Protective Gear	2024	10	INV	Paid	3.56	82981	1FTH-6JVK-4DRQ	hearing protection		45546	10/10/2024
AMZONCAP	001.14.118.55730.531910.	Operating Supplies	2024	10	INV	Paid	182.58	82981	1FWJ-WWWJ-LHHY	Umbrella stands for shoppers		45557	10/10/2024
AMZONCAP	310.12.603.59476.563000.	Parks Parking Lots - Construct	2024	10	INV	Paid	56.52	82981	1F3L-9TYC-34JL	reflective tape		45519	10/10/2024
AMZONCAP	401.18.037.53481.531000.	Office Supplies	2024	10	INV	Paid	6.54	82981	1HMI-693T-C4VR	stylus pens		45555	10/10/2024
AMZONCAP	401.18.037.53481.531050.	Uniforms & Protective Gear	2024	10	INV	Paid	3.56	82981	1FTH-6JVK-4DRQ	hearing protection		45546	10/10/2024
AMZONCAP	402.20.040.53580.531050.	Uniforms & Protective Gear	2024	10	INV	Paid	3.56	82981	1FTH-6JVK-4DRQ	hearing protection		45546	10/10/2024
AMZONCAP	403.22.050.53130.531050.	Uniforms & Protective Gear	2024	10	INV	Paid	3.56	82981	1FTH-6JVK-4DRQ	hearing protection		45546	10/10/2024
AMZONCAP	403.22.030.53190.531050.	Uniforms & Protective Gear	2024	10	INV	Paid	3.56	82981	1FTH-6JVK-4DRQ	hearing protection		45546	10/10/2024
AMZONCAP	403.22.030.53190.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	37.08	82981	1QNY-1TYX-GGK	Garage hooks for storage		45540	10/10/2024
AMZONCAP	501.23.051.54868.531050.	Uniforms & Protective Gear	2024	10	INV	Paid	3.57	82981	1FTH-6JVK-4DRQ	hearing protection		45546	10/10/2024
ASPECT	417.13.423.59434.541070.	Water Rights - Prof'l Svcs	2024	10	INV	Paid	28,464.00	82982	574169	ASR Analysis and Feasibility Study- svc to 6/30/24		45489	10/10/2024
ATWORK	001.12.028.57680.548150.	Landscaping Services	2024	10	INV	Paid	17,561.01	82983	PS-INV105670	Maintenance agreement- mini parks August		45535	10/10/2024
ATWORK	001.16.035.54270.548150.	Landscaping Services	2024	10	INV	Paid	6,114.84	82983	PS-INV105671	Roadside maintenance- August		45535	10/10/2024
ATWORK	403.22.050.53130.548150.	Landscaping Services	2024	10	INV	Paid	14,267.95	82983	PS-INV105671	Roadside maintenance- August		45535	10/10/2024
AWCCOBRA	001.06.007.51423.522200.	Medical-Dental-Vision Benefits	2024	10	INV	Paid	1,992.83	82984	10.2024	COBRA Payment for Gerald Knutsen: BSI:360073048		45561	10/10/2024
BAINA	402.20.040.53580.548000.	Repair & Maintenance Services	2024	10	INV	Paid	761.60	82985	1148	Calibrate and validate sensors		45537	10/10/2024
CARLSONC	001.12.019.57680.541000.	Professional Svcs - General	2024	10	INV	Paid	1,600.15	82986	33416	Parks & Pub Wks Bldg Improvements		45546	10/10/2024
CARLSONC	001.16.019.54290.541000.	Professional Svcs - General	2024	10	INV	Paid	1,600.15	82986	33416	Parks & Pub Wks Bldg Improvements		45546	10/10/2024
CARLSONC	401.18.019.53410.541000.	Professional Svcs - General	2024	10	INV	Paid	1,600.15	82986	33416	Parks & Pub Wks Bldg Improvements		45546	10/10/2024
CARLSONC	402.20.019.53510.541000.	Professional Svcs - General	2024	10	INV	Paid	1,600.15	82986	33416	Parks & Pub Wks Bldg Improvements		45546	10/10/2024
CARLSONC	403.22.019.53110.541000.	Professional Svcs - General	2024	10	INV	Paid	1,600.15	82986	33416	Parks & Pub Wks Bldg Improvements		45546	10/10/2024
CARLSONC	510.24.019.51820.541000.	Professional Svcs - General	2024	10	INV	Paid	1,600.15	82986	33416	Parks & Pub Wks Bldg Improvements		45546	10/10/2024
CDW GOVT	401.18.037.53481.531820.	Info Tech Components	2024	10	INV	Paid	76.98	82987	5L28079	PW-Ryan Neal thoughtbook AC Adapter		45495	10/10/2024
CENLUNK	502.11.020.51888.542000.	Telephone Service	2024	10	INV	Paid	93.99	82988	333555664 9/24	Snoq. Police/ Dispatch land line- Sept 9-Oct 8		45544	10/10/2024
Chinook Lumber	310.12.601.59476.563014.	Trails Replace - Construction	2024	10	INV	Paid	162.13	82989	2061086	Hvy Dty screws for Azalea Deep Crk Trl Deck Rplcmt		45559	10/10/2024
City Wide	510.24.053.51850.548200.	Custodial & Cleaning Services	2024	10	INV	Paid	4,853.01	82990	57015000143	For custodial service for Sept		45561	10/10/2024
CNA	001.05.005.51420.549200.	Dues-Subscriptions-Memberships	2024	10	INV	Paid	45.00	82991	69596140	Notary Public Bond		45572	10/10/2024
CORPPAY	001.28.065.57390.531900.	Miscellaneous Supplies	2024	10	INV	Paid	176.21	82992	9/24 NW	City Credit Card N. Wiebe		45558	10/10/2024
CORPPAY	001.05.005.51420.541000.	Professional Svcs - General	2024	10	INV	Paid	300.00	82992	9/24 DD	City Credit Card D. Dean		45558	10/10/2024

CORPPAY	001.05.005.51420.549100.	City-Sponsored Expenses	2024	10	INV	Paid	136.13	82992 9/24 DD	City Credit Card D. Dean	45558	10/10/2024
CORPPAY	001.05.005.51420.549200.	Dues-Subscriptions-Memberships	2024	10	INV	Paid	80.00	82992 9/24 DD	City Credit Card D. Dean	45558	10/10/2024
CORPPAY	001.07.008.55720.549200.	Dues-Subscriptions-Memberships	2024	10	INV	Paid	91.63	82992 9/24 DM	City Credit Card C. McCall	45558	10/10/2024
CORPPAY	001.10.017.52560.535200.	Small Office Equipment	2024	10	INV	Paid	1,570.91	82992 9/24 CB	City Credit Card C. Brown	45558	10/10/2024
CORPPAY	001.10.017.52560.549200.	Dues-Subscriptions-Memberships	2024	10	INV	Paid	20.00	82992 9/24 M Bailey	City Credit Card M. Bailey	45558	10/10/2024
CORPPAY	001.01.001.51310.543000.	Training & Travel	2024	10	INV	Paid	40.00	82992 9/24 NW	City Credit Card N. Wiebe	45558	10/10/2024
CORPPAY	001.06.007.51423.531000.	Office Supplies	2024	10	INV	Paid	278.00	82992 9/24 Finance	Cabinet Key Replacements	45558	10/10/2024
CORPPAY	001.09.014.52220.531050.	Uniforms	2024	10	INV	Paid	370.87	82992 9/24 JR	City Credit Card J. Rellamas	45558	10/10/2024
CORPPAY	001.09.014.52220.531910.	Operating Supplies	2024	10	INV	Paid	56.59	82992 9/24 CB	City Credit Card C. Brown	45558	10/10/2024
CORPPAY	001.09.014.52220.541000.	Professional Svcs - General	2024	10	INV	Paid	49.10	82992 9/24 JR	City Credit Card J. Rellamas	45558	10/10/2024
CORPPAY	001.09.014.52245.543000.	Training & Travel	2024	10	INV	Paid	677.07	82992 9/24 M Bailey	City Credit Card M. Bailey	45558	10/10/2024
CORPPAY	001.09.014.52250.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	135.95	82992 9/24 CB	City Credit Card C. Brown	45558	10/10/2024
CORPPAY	001.09.014.52250.531301.	Repair Parts	2024	10	INV	Paid	127.69	82992 9/24 M Bailey	City Credit Card M. Bailey	45558	10/10/2024
CORPPAY	001.06.075.51810.541420.	HR-Related Services	2024	10	INV	Paid	299.56	82992 9/24 KJ	City Credit Card K. Johnson	45558	10/10/2024
CORPPAY	001.06.075.51810.541420.	HR-Related Services	2024	10	INV	Paid	90.45	82992 9/24 NW	City Credit Card N. Wiebe	45558	10/10/2024
CORPPAY	001.06.075.51810.542300.	Postage & Freight	2024	10	INV	Paid	5.58	82992 9/24 KJ	City Credit Card K. Johnson	45558	10/10/2024
CORPPAY	001.06.075.51810.549200.	Dues-Subscriptions-Memberships	2024	10	INV	Paid	948.00	82992 9/24 KJ	City Credit Card K. Johnson	45558	10/10/2024
CORPPAY	001.12.028.57680.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	666.52	82992 9/24 NW	City Credit Card N. Wiebe	45558	10/10/2024
CORPPAY	001.14.031.55860.549100.	City-Sponsored Expenses	2024	10	INV	Paid	43.33	82992 9/24 NW	City Credit Card N. Wiebe	45558	10/10/2024
CORPPAY	001.08.009.52110.541000.	Professional Svcs - General	2024	10	INV	Paid	231.41	82992 9/24 GH	City Credit Card G. Horejsi	45558	10/10/2024
CORPPAY	001.08.009.52110.542300.	Postage & Freight	2024	10	INV	Paid	6.74	82992 9/24 BL	City Credit Card B. Lynch	45558	10/10/2024
CORPPAY	001.08.009.52122.531000.	Office Supplies	2024	10	INV	Paid	124.88	82992 9/24 BL	City Credit Card B. Lynch	45558	10/10/2024
CORPPAY	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	10	INV	Paid	127.79	82992 9/24 BL	City Credit Card B. Lynch	45558	10/10/2024
CORPPAY	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	10	INV	Paid	35.11	82992 9/24 ML	City Credit Card M. Liebetrau	45558	10/10/2024
CORPPAY	001.08.009.52122.531910.	Operating Supplies	2024	10	INV	Paid	156.97	82992 9/24 ML	City Credit Card M. Liebetrau	45558	10/10/2024
CORPPAY	001.08.009.52131.543000.	Training & Travel	2024	10	INV	Paid	657.90	82992 9/24 MB	City Credit Card M. Black	45558	10/10/2024
CORPPAY	001.08.009.52140.543000.	Training & Travel	2024	10	INV	Paid	784.25	82992 9/24 BL	City Credit Card B. Lynch	45558	10/10/2024
CORPPAY	001.08.009.52140.543000.	Training & Travel	2024	10	INV	Paid	1,113.53	82992 9/24 GH	City Credit Card G. Horejsi	45558	10/10/2024
CORPPAY	001.16.035.54264.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	1,168.00	82992 9/24 JH	City Credit Card J. Hamlin	45558	10/10/2024
CORPPAY	012.13.115.57920.531910.	Operating Supplies	2024	10	INV	Paid	650.00	82992 9/24 NW	City Credit Card N. Wiebe	45558	10/10/2024
CORPPAY	014.08.012.52122.531050.	Uniforms & Protective Gear	2024	10	INV	Paid	161.76	82992 9/24 BL	City Credit Card B. Lynch	45558	10/10/2024
CORPPAY	014.08.012.52140.543000.	Training & Travel	2024	10	INV	Paid	-257.50	82992 9/24 MB	City Credit Card M. Black	45558	10/10/2024
CORPPAY	401.18.037.53481.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	118.96	82992 9/24 JH	City Credit Card J. Hamlin	45558	10/10/2024
CORPPAY	401.18.037.53481.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	149.24	82992 9/24 JQ	City Credit Card J. Quade	45558	10/10/2024
CORPPAY	401.18.037.53481.543000.	Training & Travel	2024	10	INV	Paid	346.00	82992 9/24 JH	City Credit Card J. Hamlin	45558	10/10/2024
CORPPAY	401.18.037.53481.543000.	Training & Travel	2024	10	INV	Paid	1,800.00	82992 9/24 JQ	City Credit Card J. Quade	45558	10/10/2024
CORPPAY	403.22.050.53130.542300.	Postage & Freight	2024	10	INV	Paid	19.36	82992 9/24 JQ	City Credit Card J. Quade	45558	10/10/2024
CORPPAY	501.23.051.54868.541000.	Professional Svcs - General	2024	10	INV	Paid	140.00	82992 9/24 DH	City Credit Card D. Harris	45558	10/10/2024
CORPPAY	501.23.052.59448.564000.	Fleet Vehicles & Equipment	2024	10	INV	Paid	790.75	82992 9/24 DH	City Credit Card D. Harris	45558	10/10/2024
CORPPAY	502.11.020.51888.541030.	Info Tech Services	2024	10	INV	Paid	783.02	82992 9/24 FL	City Credit Card F. Lacroix	45558	10/10/2024
CORPPAY	502.11.020.51888.541030.	Info Tech Services	2024	10	INV	Paid	55.94	82992 9/24 IT	City Credit Card IT Dept.	45558	10/10/2024
CP	001.05.005.51420.549200.	Dues-Subscriptions-Memberships	2024	10	INV	Paid	830.00	82993 GC00127236	Snoqualmie Municipal Code Annual Web Fees	45556	10/10/2024
CPSE	001.09.014.52245.543000.	Training & Travel	2024	10	INV	Paid	1,400.00	82994 05-19087	Advanced Accreditation training 4 employees	45460	10/10/2024
CTV	001.08.009.52150.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	38.16	82995 8386200	1 Gallon tank sprayer and spray nozzle	45551	10/10/2024
E+H	402.20.040.53585.535900.	Small Tools & Equipment	2024	10	INV	Paid	1,650.76	82996 6002602045	calibration module for phase 3	45524	10/10/2024
Evergreen Courier LL	402.20.040.53585.542300.	Postage & Freight	2024	10	INV	Paid	501.60	82997 000152	transport samples to lab	45544	10/10/2024
Evergreen Ford	501.23.051.54868.531301.	Repair Parts	2024	10	INV	Paid	1,671.14	82998 5208747	brake calipers, brackets, attach hrdwr #122 police	45555	10/10/2024
Fastspring	001.09.014.52250.531800.	Department Software	2024	10	INV	Paid	2,154.73	82999 12714	Fire studio training software	45538	10/10/2024
FCI	501.23.051.54868.548000.	Repair & Maintenance Services	2024	10	INV	Paid	2,029.26	83000 18347	radio installs, antennas, map storage box	45558	10/10/2024
FCI	501.23.052.59448.564000.	Fleet Vehicles & Equipment	2024	10	INV	Paid	81,951.54	83000 18346	WCIA total vehicle replacement of Fire SUV	45558	10/10/2024
Glitteratti	001.08.009.52110.549100.	City-Sponsored Expenses	2024	10	INV	Paid	1,040.00	83001 08062401	Airbrush and balloon artist -Nat'l Night Out event	45497	10/10/2024
IMC	001.13.117.51250.541115.	Municipal Court Services-Costs	2024	10	INV	Paid	6,425.98	83002 SQL August 2024	Snoqualmie Court Filings- August 2024	45540	10/10/2024
ISA	403.22.030.53190.549200.	Dues-Subscriptions-Memberships	2024	10	INV	Paid	305.00	83003 1330669	Membership and Chapter Dues J Battles	45551	10/10/2024
JENKINS	401.18.037.53481.548000.	Repair & Maintenance Services	2024	10	INV	Paid	2,225.25	83004 23965	384th main break	45379	10/10/2024
JENKINS	402.20.045.53560.548801.	Clean Sewer Collection System	2024	10	INV	Paid	1,225.50	83004 28864	Clean SSO sanitary sewer overflow	45278	10/10/2024
JENKINS	402.20.045.53560.548801.	Clean Sewer Collection System	2024	10	INV	Paid	1,048.12	83004 28874	Clean SSO sanitary sewer overflow	45278	10/10/2024
JENKINS	402.20.045.53565.548000.	Repair & Maintenance Services	2024	10	INV	Paid	1,761.65	83004 29098	Clean sewer- Falls Ave.	45544	10/10/2024
JENKINS	402.20.040.53580.548000.	Repair & Maintenance Services	2024	10	INV	Paid	3,225.00	83004 24219	Clean Headworks Phase 3	45441	10/10/2024
JENKINS	402.20.040.53580.548000.	Repair & Maintenance Services	2024	10	INV	Paid	1,983.37	83004 24221	Clean Headworks Phase 3	45440	10/10/2024
JENKINS	402.20.040.53580.548000.	Repair & Maintenance Services	2024	10	INV	Paid	1,225.50	83004 24260	Clean Headworks Phase 3	45435	10/10/2024

JENKINS	403.22.050.53135.548000.	Repair & Maintenance Services	2024	10	INV	Paid	1,293.50	83004 27063	North high flow bypass line camera inspection	45503	10/10/2024
Karmali Law Office	001.13.117.51591.541111.	Public Defender Services	2024	10	INV	Paid	920.00	83005 Jun-24	Public Defense Services- June 2024	45522	10/10/2024
Karmali Law Office	001.13.117.51591.541111.	Public Defender Services	2024	10	INV	Paid	460.00	83005 Mar-24	Public Defense Services- March 2024	45538	10/10/2024
KC 710	001.16.035.54264.548000.	Traffic Signal Maintenance	2024	10	INV	Paid	404.38	83006 135961-135961	Traffic sign Maintenance	45535	10/10/2024
LAWSONPR	402.20.040.53580.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	325.62	83007 9311829302	various shop supplies	45544	10/10/2024
LNCS	001.09.014.52220.531051.	Personal Protective Equipment	2024	10	INV	Paid	4,057.01	83008 INV862076	Extreme Globe Jackets (2)	45539	10/10/2024
LNCS	001.08.009.52110.523100.	Clothing Allowance	2024	10	INV	Paid	92.90	83008 INV864967	B. Lynch alterations, patch removal and install	45547	10/10/2024
LNCS	001.08.009.52110.523100.	Clothing Allowance	2024	10	INV	Paid	67.17	83008 INV865230	Black Pants #607	45548	10/10/2024
LNCS	001.08.009.52110.523100.	Clothing Allowance	2024	10	INV	Paid	468.28	83008 INV865343	G. Horejsi shell Jacket, Ing s/v shirt, embroidery	45548	10/10/2024
LNCS	001.08.009.52110.523100.	Clothing Allowance	2024	10	INV	Paid	23.60	83008 INV865486	L.T. Liebetrau vest, patch, velcro for patch	45548	10/10/2024
LNCS	001.08.009.52110.523100.	Clothing Allowance	2024	10	INV	Paid	82.51	83008 INV865490	Breast cancer patches x10	45548	10/10/2024
LNCS	001.08.009.52121.531050.	Uniforms & Protective Gear	2024	10	INV	Paid	15.96	83008 INV865454	C. Werre patch removal and install	45548	10/10/2024
LNCS	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	10	INV	Paid	21.82	83008 INV862414	D. Vladis Magazine pouch	45539	10/10/2024
LNCS	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	10	INV	Paid	75.21	83008 INV864313	C. Hendricks polo shirt with embroidery	45546	10/10/2024
LNCS	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	10	INV	Paid	118.31	83008 INV864357	Fire Instructor shirt with badge, embroidery	45546	10/10/2024
LNCS	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	10	INV	Paid	66.14	83008 INV864827	Fire Instructor shirt with patch & embroidery	45547	10/10/2024
LNCS	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	10	INV	Paid	28.17	83008 INV864946	D. Vladis Jacket with Chevrons, alterations	45547	10/10/2024
LNCS	014.08.012.52122.531050.	Uniforms & Protective Gear	2024	10	INV	Paid	21.82	83008 INV862414	D. Vladis Magazine pouch	45539	10/10/2024
LNCS	014.08.012.52122.531050.	Uniforms & Protective Gear	2024	10	INV	Paid	28.16	83008 INV864946	D. Vladis Jacket with Chevrons, alterations	45547	10/10/2024
MOTOROLA	001.09.014.52250.535900.	Small Tools & Equipment	2024	10	INV	Paid	4,087.54	83009 8230462008	for radio order installation	45471	10/10/2024
New X INC	310.00.000.22340.223400.	Const Contract Retainage	2024	10	INV	Paid	-2,100.01	83010 907	Centennial Fields All inclsv Park Construction	45535	10/10/2024
New X INC	310.12.609.59476.563013.	All-Ind Playgrnd - Construct	2024	10	INV	Paid	45,822.31	83010 907	Centennial Fields All inclsv Park Construction	45535	10/10/2024
PROSPECT	417.13.454.59435.563000.	WRF Improve Construction	2024	10	INV	Paid	471,408.87	83011 Pay Estimate #12	Construction thru 9/1/24	45536	10/10/2024
THC	403.22.050.53130.545100.	Rent - Shop Equipment	2024	10	INV	Paid	2,857.34	83012 34848225-001	3-4 Yard dump truck rental	45541	10/10/2024
The Narwhal Group	001.16.035.54266.541000.	Professional Svcs - General	2024	10	INV	Paid	400.00	83013 2024-24637	Weathernet Service Fee	45440	10/10/2024
The Narwhal Group	001.16.035.54266.541000.	Professional Svcs - General	2024	10	INV	Paid	400.00	83013 2024-24758	Weathernet Service Fee - July 2024	45471	10/10/2024
The Narwhal Group	001.16.035.54266.541000.	Professional Svcs - General	2024	10	INV	Paid	400.00	83013 2024-24942	Weathernet Service Fee - August 2024	45501	10/10/2024
The Narwhal Group	001.16.035.54266.541000.	Professional Svcs - General	2024	10	INV	Paid	400.00	83013 2024-25057	Weathernet Service Fee - September 2024	45532	10/10/2024
WLACE	001.12.028.57680.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	31.62	83014 15313040	Painting supplies	45539	10/10/2024
WLACE	001.16.035.54230.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	22.89	83014 15313058	Utility knife	45541	10/10/2024
WLACE	001.16.035.54230.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	107.91	83014 15313100	Parking lot striping supplies	45548	10/10/2024
WLACE	401.18.037.53481.531910.	Operating Supplies	2024	10	INV	Paid	32.70	83014 15313146	car charging cords	45554	10/10/2024
WLACE	510.24.053.51820.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	37.72	83014 15313170	Supplies for Police station signage install	45559	10/10/2024
WLACE	510.24.053.51820.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	114.71	83014 15313175	City Hall council chambers repair supplies	45559	10/10/2024
WLACE	510.24.053.51820.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	51.88	83014 15313181	City Hall council chambers repair supplies	45560	10/10/2024
WLACE	510.24.053.51820.531300.	Repair & Maintenance Supplies	2024	10	INV	Paid	9.81	83014 15313197	Stair tread adhesive - Fire Station	45561	10/10/2024





**Payroll**  
**Blanket Voucher Document**

Claims presented to the City to be paid on 10/7/24 in the amount of \$355,108.53 which includes claim warrants numbered \_\_\_\_ - \_\_\_\_\_ through \_\_\_\_ - \_\_\_\_\_, totaling \$0.00 and direct deposits totaling \$355,108.53

# Payroll

## ACH Check Register

User: 'Ttreptow'  
 Printed: 10/03/2024 - 4:04PM  
 Batch: 00001.10.2024 - September C2 2024  
 Include Partial: TRUE



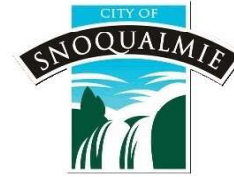
Check Date	Check Number	Partial ACH	Employee Name	Amount
10/07/2024	0	False	Bryan Holloway	483.05
10/07/2024	0	False	Catherine Cotton	434.69
10/07/2024	0	False	Louis Washington	334.69
10/07/2024	0	False	Ethan Benson	434.69
10/07/2024	0	False	Jolyon Johnson	434.69
10/07/2024	0	False	Robert Wotton	284.69
10/07/2024	0	False	Cara Christensen	437.46
10/07/2024	0	False	Katherine Ross	1,920.62
10/07/2024	0	False	Deana Dean	3,835.20
10/07/2024	0	False	Gretchen Garrett	2,510.88
10/07/2024	0	False	Tania Holden	3,250.07
10/07/2024	0	False	Jimmie Betts Jr.	2,999.95
10/07/2024	0	False	Brendon Ecker	2,315.47
10/07/2024	0	False	Andrew Latham	2,743.00
10/07/2024	0	False	Andrew Jongekryg	2,453.57
10/07/2024	0	False	Lafleche Lacroix	4,103.19
10/07/2024	0	False	Eric DiTommaso	3,567.17
10/07/2024	0	False	Samantha Brumfield	2,084.28
10/07/2024	0	False	Kimberly Johnson	3,734.88
10/07/2024	0	False	Nicole Wiebe	2,606.10
10/07/2024	0	False	Andrew Bouta	5,456.57
10/07/2024	0	False	Jennifer Hughes	3,622.12
10/07/2024	0	False	Heather Florida	2,775.70
10/07/2024	0	False	Kyla Henderson	3,106.11
10/07/2024	0	False	Janna Walker	4,247.81
10/07/2024	0	False	Eun Jung Kim	2,511.34
10/07/2024	0	False	Miles Dewar	2,100.02
10/07/2024	0	False	Danna McCall	3,488.30
10/07/2024	0	False	Brian Lynch	4,566.86
10/07/2024	0	False	Melinda Black	3,246.87
10/07/2024	0	False	Stephanie Butler	3,122.87
10/07/2024	0	False	Austin Gutwein	2,302.57
10/07/2024	0	False	Joseph Spears	4,401.08
10/07/2024	0	False	Michael Peter	2,506.37
10/07/2024	0	False	Max Bostick	2,710.40
10/07/2024	0	False	Michael Liebetrau	1,862.14
10/07/2024	0	False	Kobe Hoyla	2,665.22
10/07/2024	0	False	Craig Miller	7,052.99
10/07/2024	0	False	Daniel Moate	5,066.78
10/07/2024	0	False	Joseph Meadows	5,073.59
10/07/2024	0	False	Cory Hendricks	4,484.97
10/07/2024	0	False	Nicholas Schulgen	4,401.65
10/07/2024	0	False	William Natkha	1,666.75
10/07/2024	0	False	Erik Rasmussen	4,320.22
10/07/2024	0	False	Chase Smith	4,621.29
10/07/2024	0	False	Jason Weiss	7,153.55
10/07/2024	0	False	Dmitriy Vladis	4,726.60

Check Date	Check Number	Partial ACH	Employee Name	
10/07/2024	0	False	Christopher Werre	3,315.84
10/07/2024	0	False	Gary Horejsi	3,597.99
10/07/2024	0	False	Jesse Westman	2,591.71
10/07/2024	0	False	Wyatt Schannauer	2,536.29
10/07/2024	0	False	Philip Bennett	4,586.01
10/07/2024	0	False	Justin Ren	2,835.97
10/07/2024	0	False	Kerry O'Neil	2,525.63
10/07/2024	0	False	Dalton Hawk	2,296.84
10/07/2024	0	False	Blake Lemoine	2,141.18
10/07/2024	0	False	Jason Battles	5,925.40
10/07/2024	0	False	Neil MacVicar	2,605.16
10/07/2024	0	False	Jorge Orozco	3,090.97
10/07/2024	0	False	Austin Hilton	2,379.06
10/07/2024	0	False	Ryan Barnet	3,425.38
10/07/2024	0	False	Michael Chambless	6,168.52
10/07/2024	0	False	Kyle Markwardt	2,584.97
10/07/2024	0	False	Christine Iverson	2,485.25
10/07/2024	0	False	Lyle Beach	3,177.93
10/07/2024	0	False	Patrick Fry	4,121.23
10/07/2024	0	False	Jeffrey Hamlin	3,257.40
10/07/2024	0	False	Andrew Vining	3,662.39
10/07/2024	0	False	Hind Ahmed	3,956.18
10/07/2024	0	False	Thomas Holmes	7,792.32
10/07/2024	0	False	Alec Bagley	2,571.63
10/07/2024	0	False	Joan Quade	2,410.22
10/07/2024	0	False	Ryan Dalziel	3,065.22
10/07/2024	0	False	Thai Pham	3,130.01
10/07/2024	0	False	Jaron Gentry	2,371.65
10/07/2024	0	False	Jake Stewart	2,070.32
10/07/2024	0	False	Jason George	5,012.30
10/07/2024	0	False	Kevin Halbert	1,503.57
10/07/2024	0	False	Timothy Barrett	3,774.69
10/07/2024	0	False	Donald Harris	4,334.03
10/07/2024	0	False	Kevin Snyder	4,331.49
10/07/2024	0	False	Kenneth Knowles	3,294.87
10/07/2024	0	False	Christopher Wilson	3,141.05
10/07/2024	0	False	Todd Shinn	4,476.25
10/07/2024	0	False	Matthew Hedger	3,936.22
10/07/2024	0	False	Richard Allen Hebel	2,234.03
10/07/2024	0	False	Ryan Neal	2,770.64
10/07/2024	0	False	John Cooper	3,740.94
10/07/2024	0	False	Emily Arteché	4,731.60
10/07/2024	0	False	Ilyse Treptow	3,357.23
10/07/2024	0	False	Rebecca Buelna	2,651.87
10/07/2024	0	False	Dylan Gamble	2,824.62
10/07/2024	0	False	Amy Jeffery	2,222.82
10/07/2024	0	False	Michael Bailey	5,717.64
10/07/2024	0	False	Jessica Rellamas	1,484.51
10/07/2024	0	False	Zachary Schumann	5,201.24
10/07/2024	0	False	Jacob Fouts	4,015.84
10/07/2024	0	False	Theresa Tozier	4,324.68
10/07/2024	0	False	Gregory Heath	5,050.20
10/07/2024	0	False	Albert Wolfe	3,461.36
10/07/2024	0	False	Nicholas Lathrop	3,075.29
10/07/2024	0	False	Matthew West	3,776.45
10/07/2024	0	False	Robert Lasswell	3,698.39
10/07/2024	0	False	Benjamin Parker	4,394.38

Check Date	Check Number	Partial ACH	Employee Name	
10/07/2024	0	False	Peter O'Donnell	4,240.98
10/07/2024	0	False	Tyler Byrd	3,116.06
10/07/2024	0	False	Christopher Brown	4,305.54
				Partial ACH: 0.00
				Regular ACH: 355,108.53
		Total Employees:	107	Total: 355,108.53

# Accounts Payable

## Blanket Voucher Approval Document



PRV 10-7-24

User: ITreptow  
Printed: 10/08/2024 - 10:07AM  
Warrant Request Date: 10/7/2024  
DAC Fund:

Batch: 00001.10.2024 - PV 10/07/2024

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$ 460,582.62  
for claims warrants numbered 62596 through 62603 & dated 10/7/2024.

Line	Claimant	Voucher No.	Amount
1	AWC BENEFITS	000000000	175,712.39
2	Dept. of Labor & Industries	000000000	15,667.23
3	Employment Security Dept.	000000000	1,026.30
4	Employment Security Dept.	000000000	3,679.07
5	Employment Security Dept.	000000000	2,414.32
6	Dept. of Retirement Syst.-LEOFF	000000000	27,633.89
7	IAFF Firepac-Political Affairs Dept.	000062598	2.09
8	Teamsters Local Union #763	000062601	2,274.00
9	IAFF LOCAL #2878	000062599	1,390.84
10	Office of Support Enforcement - DSHS	000000000	664.50
11	Dept of Retirement Syst.-PERS	000000000	48,844.33
12	Dept. of Retirement Syst.- PSERS	000000000	1.76
13	IRS-Payroll EFTPS	000000000	128,562.67
14	Voya Institutional Trust Company	000000000	225.00
15	CITY OF SNOQUALMIE	000062596	416.68
16	ICMA Retirement Trust -303907	000000000	3,227.31
17	Dept. of Retirement Syst.- DCP	000000000	23,186.18
18	AFLAC	000000000	78.13
19	WSCFF	000062603	825.00
20	Snoqualmie Police Association	000062600	850.00
21	DiMartino Associates	000062597	346.50
22	NWFFT TRUST	000000000	23,177.43
23	Western States Police Medical Trust	000062602	377.00

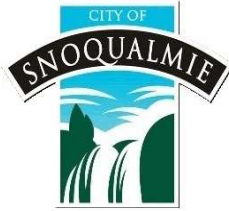
Page Total: \$460,582.62

Grand Total: \$460,582.62

# Accounts Payable

## Check Detail

User: ITreptow  
Printed: 10/16/2024 - 7:47AM



Check Number	Check Date	Amount
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**90000 - AWC BENEFITS**

0 10/07/2024

Inv

Line Item Date	Line Item Description	Amount
10/03/2024	PR Batch 00001.10.2024 AWC-Medical Benefits/HF 500	27,319.66
10/03/2024	PR Batch 00001.10.2024 AWC Long Term Disab. Employee	6.28
10/03/2024	PR Batch 00001.10.2024 AWC - Medical Benefits/HF 250	127,456.90
10/03/2024	PR Batch 00001.10.2024 AWC-Dental Benefits	12,471.02
10/03/2024	PR Batch 00001.10.2024 AWC Life Insurance Employee	3.30
10/03/2024	PR Batch 00001.10.2024 AWC Life Insurance	544.20
10/03/2024	PR Batch 00001.10.2024 Kaiser Medical Benefits/200	2,403.90
10/03/2024	PR Batch 00001.10.2024 AWC-Vision	1,839.16
10/03/2024	PR Batch 00001.10.2024 AWC-Employee Pd Life Addtl	50.40
10/03/2024	PR Batch 00001.10.2024 AWC-Life Insurance Police	855.00
10/03/2024	PR Batch 00001.10.2024 AWC Long Term Disability	867.35

Inv Total 173,817.17

Inv 1-2022

Line Item Date	Line Item Description	Amount
10/07/2024	Edmund Crosson Medical Premium	1,895.22

Inv 1-2022 Total 1,895.22

0 Total: 175,712.39

**90000 - AWC BENEFITS Total:** 175,712.39

**90010 - Dept. of Labor & Industries**

0 10/07/2024

Inv

Line Item Date	Line Item Description	Amount
10/03/2024	PR Batch 00001.10.2024 L&I Employee	2,384.14
10/03/2024	PR Batch 00001.10.2024 L&I Employer	13,283.09

Inv Total 15,667.23

0 Total: 15,667.23

**90010 - Dept. of Labor & Industries Total:** 15,667.23

**90020 - Employment Security Dept.**

0	10/07/2024	Inv								
		<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><u>Line Item Date</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Line Item Description</u></th> <th style="text-align: right; border-bottom: 1px solid black;"></th> </tr> </thead> <tbody> <tr> <td>10/03/2024</td> <td>PR Batch 00001.10.2024 Emp Sec- Unemployment Tax</td> <td style="text-align: right;">1,026.30</td> </tr> </tbody> </table>	<u>Line Item Date</u>	<u>Line Item Description</u>		10/03/2024	PR Batch 00001.10.2024 Emp Sec- Unemployment Tax	1,026.30		
<u>Line Item Date</u>	<u>Line Item Description</u>									
10/03/2024	PR Batch 00001.10.2024 Emp Sec- Unemployment Tax	1,026.30								
		Inv Total		1,026.30						
				1,026.30						
0 Total:				1,026.30						

**90020 - Employment Security Dept. Total:**

1,026.30

**90022 - Employment Security Dept.**

0	10/07/2024	Inv											
		<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><u>Line Item Date</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Line Item Description</u></th> <th style="text-align: right; border-bottom: 1px solid black;"></th> </tr> </thead> <tbody> <tr> <td>10/03/2024</td> <td>PR Batch 00001.10.2024 WA Paid Fam. &amp; Med. Leave</td> <td style="text-align: right;">2,627.91</td> </tr> <tr> <td>10/03/2024</td> <td>PR Batch 00001.10.2024 WA Paid Fam. &amp; Med. Leave</td> <td style="text-align: right;">1,051.16</td> </tr> </tbody> </table>	<u>Line Item Date</u>	<u>Line Item Description</u>		10/03/2024	PR Batch 00001.10.2024 WA Paid Fam. & Med. Leave	2,627.91	10/03/2024	PR Batch 00001.10.2024 WA Paid Fam. & Med. Leave	1,051.16		
<u>Line Item Date</u>	<u>Line Item Description</u>												
10/03/2024	PR Batch 00001.10.2024 WA Paid Fam. & Med. Leave	2,627.91											
10/03/2024	PR Batch 00001.10.2024 WA Paid Fam. & Med. Leave	1,051.16											
		Inv Total		3,679.07									
				3,679.07									
0 Total:				3,679.07									

**90022 - Employment Security Dept. Total:**

3,679.07

**90023 - Employment Security Dept.**

0	10/07/2024	Inv								
		<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><u>Line Item Date</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Line Item Description</u></th> <th style="text-align: right; border-bottom: 1px solid black;"></th> </tr> </thead> <tbody> <tr> <td>10/03/2024</td> <td>PR Batch 00001.10.2024 WA Cares</td> <td style="text-align: right;">2,414.32</td> </tr> </tbody> </table>	<u>Line Item Date</u>	<u>Line Item Description</u>		10/03/2024	PR Batch 00001.10.2024 WA Cares	2,414.32		
<u>Line Item Date</u>	<u>Line Item Description</u>									
10/03/2024	PR Batch 00001.10.2024 WA Cares	2,414.32								
		Inv Total		2,414.32						
				2,414.32						
0 Total:				2,414.32						

**90023 - Employment Security Dept. Total:**

2,414.32

**90030 - Dept. of Retirement Syst.-LEOFF**

0	10/07/2024	Inv											
		<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><u>Line Item Date</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Line Item Description</u></th> <th style="text-align: right; border-bottom: 1px solid black;"></th> </tr> </thead> <tbody> <tr> <td>10/03/2024</td> <td>PR Batch 00001.10.2024 LEOFF 2 Employer</td> <td style="text-align: right;">10,614.59</td> </tr> <tr> <td>10/03/2024</td> <td>PR Batch 00001.10.2024 LEOFF 2 Employee</td> <td style="text-align: right;">17,019.30</td> </tr> </tbody> </table>	<u>Line Item Date</u>	<u>Line Item Description</u>		10/03/2024	PR Batch 00001.10.2024 LEOFF 2 Employer	10,614.59	10/03/2024	PR Batch 00001.10.2024 LEOFF 2 Employee	17,019.30		
<u>Line Item Date</u>	<u>Line Item Description</u>												
10/03/2024	PR Batch 00001.10.2024 LEOFF 2 Employer	10,614.59											
10/03/2024	PR Batch 00001.10.2024 LEOFF 2 Employee	17,019.30											
		Inv Total		27,633.89									
				27,633.89									
0 Total:				27,633.89									

**90030 - Dept. of Retirement Syst.-LEOFF Total:** 27,633.89

**90035 - IAFF Firepac-Political Affairs Dept.**

62598                    10/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	
10/03/2024	PR Batch 00001.10.2024 IAFF-FirePac	2.09

Inv Total 2.09

62598 Total: 2.09

**90035 - IAFF Firepac-Political Affairs Dept. Total:** 2.09

**90040 - Teamsters Local Union #763**

62601                    10/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	
10/03/2024	PR Batch 00001.10.2024 Teamsters Union Dues	2,274.00

Inv Total 2,274.00

62601 Total: 2,274.00

**90040 - Teamsters Local Union #763 Total:** 2,274.00

**90045 - IAFF LOCAL #2878**

62599                    10/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	
10/03/2024	PR Batch 00001.10.2024 IAFF-Local 2878 Fire	1,390.84

Inv Total 1,390.84

62599 Total: 1,390.84

**90045 - IAFF LOCAL #2878 Total:** 1,390.84

**90060 - Office of Support Enforcement - DSHS**

0                            10/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	
10/03/2024	PR Batch 00001.10.2024 Child Support	664.50

Inv Total 664.50



0 Total: 664.50

**90060 - Office of Support Enforcement - DSHS Total:** 664.50

**90070 - Dept of Retirement Syst.-PERS**

0                    10/07/2024  
 Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	
10/03/2024	PR Batch 00001.10.2024 Pers 3 Employer Correction	103.59
10/03/2024	PR Batch 00001.10.2024 PERS 3 Employer	4,997.21
10/03/2024	PR Batch 00001.10.2024 PERS 2 Employer Correction	261.76
10/03/2024	PR Batch 00001.10.2024 PERS 2 Employer	23,700.73
10/03/2024	PR Batch 00001.10.2024 PERS2 Employee	16,546.32
10/03/2024	PR Batch 00001.10.2024 PERS 3 Employee	3,234.72

Inv Total 48,844.33

0 Total: 48,844.33

**90070 - Dept of Retirement Syst.-PERS Total:** 48,844.33

**90075 - Dept. of Retirement Syst.- PSERS**

0                    10/07/2024  
 Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	
10/03/2024	PR Batch 00001.10.2024 PSERS Employer correction	1.76

Inv Total 1.76

0 Total: 1.76

**90075 - Dept. of Retirement Syst.- PSERS Total:** 1.76

**90085 - IRS-Payroll EFTPS**

0                    10/07/2024  
 Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	
10/03/2024	PR Batch 00001.10.2024 FICA Employee	26,066.45
10/03/2024	PR Batch 00001.10.2024 Medicare Employer	7,522.22
10/03/2024	PR Batch 00001.10.2024 Medicare Employee	7,623.22
10/03/2024	PR Batch 00001.10.2024 Federal Income Tax	61,284.33
10/03/2024	PR Batch 00001.10.2024 FICA Employer	26,066.45

Inv Total 128,562.67

0 Total: 128,562.67

**90085 - IRS-Payroll EFTPS Total:** 128,562.67

**90095 - Voya Institutional Trust Company**

0	10/07/2024	Inv										
		<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Line Item Date</u></th> <th style="text-align: left;"><u>Line Item Description</u></th> <th style="text-align: right;"></th> </tr> </thead> <tbody> <tr> <td>10/03/2024</td> <td>PR Batch 00001.10.2024 Voya-Employee</td> <td style="text-align: right;">125.00</td> </tr> <tr> <td>10/03/2024</td> <td>PR Batch 00001.10.2024 Voya-Employer</td> <td style="text-align: right;">100.00</td> </tr> </tbody> </table>	<u>Line Item Date</u>	<u>Line Item Description</u>		10/03/2024	PR Batch 00001.10.2024 Voya-Employee	125.00	10/03/2024	PR Batch 00001.10.2024 Voya-Employer	100.00	
<u>Line Item Date</u>	<u>Line Item Description</u>											
10/03/2024	PR Batch 00001.10.2024 Voya-Employee	125.00										
10/03/2024	PR Batch 00001.10.2024 Voya-Employer	100.00										
		Inv Total	225.00									

0 Total: 225.00

**90095 - Voya Institutional Trust Company Total:** 225.00

**90099 - CITY OF SNOQUALMIE**

62596	10/07/2024	Inv							
		<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Line Item Date</u></th> <th style="text-align: left;"><u>Line Item Description</u></th> <th style="text-align: right;"></th> </tr> </thead> <tbody> <tr> <td>10/03/2024</td> <td>PR Batch 00001.10.2024 FSA</td> <td style="text-align: right;">416.68</td> </tr> </tbody> </table>	<u>Line Item Date</u>	<u>Line Item Description</u>		10/03/2024	PR Batch 00001.10.2024 FSA	416.68	
<u>Line Item Date</u>	<u>Line Item Description</u>								
10/03/2024	PR Batch 00001.10.2024 FSA	416.68							
		Inv Total	416.68						

62596 Total: 416.68

**90099 - CITY OF SNOQUALMIE Total:** 416.68

**90100 - ICMA Retirement Trust -303907**

0	10/07/2024	Inv																
		<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Line Item Date</u></th> <th style="text-align: left;"><u>Line Item Description</u></th> <th style="text-align: right;"></th> </tr> </thead> <tbody> <tr> <td>10/03/2024</td> <td>PR Batch 00001.10.2024 ICMA-Employer Supplement</td> <td style="text-align: right;">100.00</td> </tr> <tr> <td>10/03/2024</td> <td>PR Batch 00001.10.2024 ICMA-Employer</td> <td style="text-align: right;">962.50</td> </tr> <tr> <td>10/03/2024</td> <td>PR Batch 00001.10.2024 Mission Square percentage</td> <td style="text-align: right;">277.31</td> </tr> <tr> <td>10/03/2024</td> <td>PR Batch 00001.10.2024 ICMA-Employee</td> <td style="text-align: right;">1,887.50</td> </tr> </tbody> </table>	<u>Line Item Date</u>	<u>Line Item Description</u>		10/03/2024	PR Batch 00001.10.2024 ICMA-Employer Supplement	100.00	10/03/2024	PR Batch 00001.10.2024 ICMA-Employer	962.50	10/03/2024	PR Batch 00001.10.2024 Mission Square percentage	277.31	10/03/2024	PR Batch 00001.10.2024 ICMA-Employee	1,887.50	
<u>Line Item Date</u>	<u>Line Item Description</u>																	
10/03/2024	PR Batch 00001.10.2024 ICMA-Employer Supplement	100.00																
10/03/2024	PR Batch 00001.10.2024 ICMA-Employer	962.50																
10/03/2024	PR Batch 00001.10.2024 Mission Square percentage	277.31																
10/03/2024	PR Batch 00001.10.2024 ICMA-Employee	1,887.50																
		Inv Total	3,227.31															

0 Total: 3,227.31

**90100 - ICMA Retirement Trust -303907 Total:** 3,227.31

**90105 - Dept. of Retirement Syst.- DCP**

0	10/07/2024	Inv							
		<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Line Item Date</u></th> <th style="text-align: left;"><u>Line Item Description</u></th> <th style="text-align: right;"></th> </tr> </thead> <tbody> <tr> <td>10/03/2024</td> <td>PR Batch 00001.10.2024 Deffered Comp Percentage</td> <td style="text-align: right;">3,179.62</td> </tr> </tbody> </table>	<u>Line Item Date</u>	<u>Line Item Description</u>		10/03/2024	PR Batch 00001.10.2024 Deffered Comp Percentage	3,179.62	
<u>Line Item Date</u>	<u>Line Item Description</u>								
10/03/2024	PR Batch 00001.10.2024 Deffered Comp Percentage	3,179.62							

10/03/2024	PR Batch 00001.10.2024 DCP-Employer-Supplement	1,337.50
10/03/2024	PR Batch 00001.10.2024 DCP Flat Employee	11,746.00
10/03/2024	PR Batch 00001.10.2024 DCP-Employer	5,581.00
10/03/2024	PR Batch 00001.10.2024 Deffered Comp Roth Percentage	514.06
10/03/2024	PR Batch 00001.10.2024 Defferd Comp Roth Flat	828.00

Inv Total 23,186.18

0 Total: 23,186.18

**90105 - Dept. of Retirement Syst.- DCP Total:** 23,186.18

**90110 - AFLAC**

0                      10/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	
10/03/2024	PR Batch 00001.10.2024 AFLAC-Pre Tax	78.13

Inv Total 78.13

0 Total: 78.13

**90110 - AFLAC Total:** 78.13

**90120 - WSCFF**

62603                      10/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	
10/03/2024	PR Batch 00001.10.2024 WSCFF-BENEFIT TRUST FF ER	825.00

Inv Total 825.00

62603 Total: 825.00

**90120 - WSCFF Total:** 825.00

**90180 - Snoqualmie Police Association**

62600                      10/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	
10/03/2024	PR Batch 00001.10.2024 Police Union Dues	850.00

Inv Total 850.00

62600 Total: 850.00

**90180 - Snoqualmie Police Association Total:** 850.00

**90300 - DiMartino Associates**

62597                    10/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	
10/03/2024	PR Batch 00001.10.2024 Brown & Brown DBA DiMartino	346.50

Inv Total 346.50

62597 Total: 346.50

**90300 - DiMartino Associates Total:** 346.50

**90310 - NWFFT TRUST**

0                            10/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	
10/03/2024	PR Batch 00001.10.2024 Medical/Vision Benefits	21,293.20
10/03/2024	PR Batch 00001.10.2024 Dental Benefits	1,884.23

Inv Total 23,177.43

0 Total: 23,177.43

**90310 - NWFFT TRUST Total:** 23,177.43

**90400 - Western States Police Medical Trust**

62602                    10/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	
10/03/2024	PR Batch 00001.10.2024 W States Police Medical Trust	377.00

Inv Total 377.00

62602 Total: 377.00

**90400 - Western States Police Medical Trust Total:** 377.00

Total: 460,582.62






# Claims Approval Report

Final Audit Report

2024-10-16

Created:	2024-10-16
By:	Tania Holden (THolden@snoqualmiewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAUGkbPYnUI68eRftoVuDM8O98kuyGQsz

## "Claims Approval Report" History

-  Document created by Tania Holden (THolden@snoqualmiewa.gov)  
2024-10-16 - 6:23:42 PM GMT
-  Document emailed to Drew Bouta (dbouta@snoqualmiewa.gov) for signature  
2024-10-16 - 6:24:34 PM GMT
-  Email viewed by Drew Bouta (dbouta@snoqualmiewa.gov)  
2024-10-16 - 7:33:41 PM GMT
-  Document e-signed by Drew Bouta (dbouta@snoqualmiewa.gov)  
Signature Date: 2024-10-16 - 7:33:48 PM GMT - Time Source: server
-  Agreement completed.  
2024-10-16 - 7:33:48 PM GMT



**BUSINESS OF THE CITY COUNCIL  
CITY OF SNOQUALMIE**

**AB24-099  
October 28, 2024  
Consent Agenda**

**AGENDA BILL INFORMATION**

<b>TITLE:</b>	<b>AB24-099:</b> North East King County Regional Public Safety Communications Agency (NORCOM) 2025 Budget Allocation	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution
<b>PROPOSED ACTION:</b>	Adopt Resolution 1697 approving the City of Snoqualmie’s allocation for the North East King County Regional Public Safety Communications Agency (NORCOM) 2025 budget.	

<b>REVIEW:</b>	Department Director	Mike Bailey	10/14/2024
	Finance	Janna Walker	10/14/2024
	Legal	n/a	Click or tap to enter a date.
	City Administrator	Mike Chambless	Click or tap to enter a date.

<b>DEPARTMENT:</b>	Fire		
<b>STAFF:</b>	Mike Bailey, Fire Chief		
<b>COMMITTEE:</b>	Public Safety	<b>COMMITTEE DATE:</b> October 21, 2024	
<b>EXHIBITS:</b>	1. AB24-099x1 Resolution 2. AB24-099x2 2025 Snoqualmie Fire 2025 Fee Memo 3. AB24-099x3 Current NORCOM Agreement		

<b>AMOUNT OF EXPENDITURE</b>	\$ 70,594
<b>AMOUNT BUDGETED</b>	\$ 9,775,859
<b>APPROPRIATION REQUESTED</b>	\$ 0

**SUMMARY**

**INTRODUCTION**

The NORCOM Interlocal Agreement, to which the City is a party, requires the City Council to approve the City’s allocation for NORCOM's budget each year by resolution. The City’s allocation for 2025 is proposed as \$70,594. This amount reflects a 5.2% increase over the 2024 allocation.

**BACKGROUND**

The NORCOM Interlocal Agreement, to which the City is a party, was formed on November 1, 2007. Pursuant to Section 12 (c) of the NORCOM Inter-Local Agreement, each participating agency must approve their allocation for the following year. The NORCOM budget is authorized and approved by the NORCOM Governing Board, to which a city representative, currently the Fire Chief, holds a vote. The 2025 budget reflects changes for NORCOM’s services, revenue sources, and expenditures in 2025. The fee for 2025 marks a 5.2% increase from the previous year, including the usage of \$400,000 from the beginning fund balance to offset an additional increase to user fee calculations.

**ANALYSIS**

NORCOM provides excellent service to the Snoqualmie Fire Department in the way of emergency radio communications, and it is currently not in the Fire Department’s best interest to seek alternatives for service. As the City holds a seat on the Governing Board for NORCOM, this allows the City the opportunity to monitor costs and service levels going forward. The 2025 budget was approved by the Governing Board in August, and voted on unanimously by members, including Fire Chief Bailey who sits on the board.

**BUDGET IMPACTS**

Administration recommends approving the NORCOM Interlocal Agreement in the amount of \$70,594 for emergency radio communications. The City budgeted for this and other expenditures in the 2025-2026 Biennial Budget with a budget of \$9,775,859 for Fire & Emergency Management expenditures (#001). Currently, nothing has been expended for the 2025-26 biennium. With the addition of the NORCOM allocation, the remaining Biennial Budget appropriation is \$9,705,265 (please see the table below). Therefore, sufficient appropriation exists within the 2025-2026 Biennial Budget (General Fund #001) to fund the contract.

**Fire & Emergency Management (#001)**

	<b>2025-2026 Biennial Budget</b>
<b>Beginning Budget</b>	<b>\$9,775,859</b>
<b>Expenditures</b>	<b>\$ -</b>
<b>Outstanding Contract Value</b>	<b>\$ -</b>
<b>Current Available Budget</b>	<b>\$9,775,859</b>
<b>Value of this Agreement</b>	<b>\$ (70,594)</b>
<b>Available Budget after Resolution (AB24-099)</b>	<b>\$9,705,265</b>

**NEXT STEPS**

Approve AB24-099 2025 North East King County Regional Public Safety Communications Agency (NORCOM) Budget Approval, and forward to NORCOM.

**PROPOSED ACTION**

Move to adopt Resolution 1697 approving the City of Snoqualmie’s allocation for the North East King County Regional Public Safety Communications Agency (NORCOM) 2025 budget.

**RESOLUTION NO. 1697**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SNOQUALMIE, WASHINGTON, APPROVING THE CITY OF SNOQUALMIE’S ALLOCATION FOR THE NORTH EAST KING COUNTY REGIONAL PUBLIC SAFETY COMMUNICATIONS AGENCY (NORCOM) 2025 BUDGET**

**WHEREAS**, the North East King County Regional Public Safety Communications Agency (NORCOM) was formed effective November 1, 2007; and

**WHEREAS**, NORCOM is in the process of adopting its annual budget for 2025; and

**WHEREAS**, the NORCOM Interlocal Agreement, to which the City is a party, requires that the City Council approve the City’s allocation for NORCOM’s budget, which is estimated to be \$70,594 in 2025, a 5.2% increase from the previous year;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SNOQUALMIE, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:**

The City of Snoqualmie’s allocation (\$70,594.00) for the North East King County Regional Public Safety Communications Agency (NORCOM) budget is hereby approved.

**PASSED** by the City Council of the City of Snoqualmie, Washington, this 28<sup>th</sup> day of October 2024.

\_\_\_\_\_  
Katherine Ross, Mayor

Attest:

Approved as to form:

\_\_\_\_\_  
Deana Dean, City Clerk

\_\_\_\_\_  
David Linehan, Interim City Attorney





Date: September 11, 2024  
To: Mike Bailey, Fire Chief  
From: Katy Myers, Deputy Director of Administrative Services  
CC: Michael Olson, Treasurer  
William Hamilton, Executive Director  
RE: 2025 Financial Participation

Pursuant to Section 12(c) of the NORCOM Inter-local Agreement, this notice advises Participating Agencies on the programs and objectives contained in the proposed budget, of any changes in the User Fee formula, and of the required financial participation for each Principal and Subscriber for the following year.

This budget reflects changes in NORCOM's services, revenue sources and expenditures in 2025. Particularly, the increase of two full time employees- one in the IT Department as the Network and Security Specialist and one in Operations as the Training Assistant to the Training Coordinator.

The Governing Body approved a total increase of 5.2% to fees in 2025. This increase includes the approved usage of \$400,000 from the beginning fund balance to offset an additional increase to user fee calculations.

This is in accordance with the summary budget document transmitted to the approved by the Governing Board on July 12, 2024.

In 2025, Snoqualmie Fire fees will be \$70,594.

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**FINAL**

**NORTH EAST KING COUNTY REGIONAL PUBLIC SAFETY  
COMMUNICATIONS AGENCY INTERLOCAL AGREEMENT**



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NORTH EAST KING COUNTY REGIONAL PUBLIC SAFETY  
COMMUNICATIONS AGENCY INTERLOCAL AGREEMENT

THIS AGREEMENT, incorporating all exhibits hereto, is entered into by and between the City of Bellevue, City of Bothell, City of Clyde Hill, City of Kirkland, City of Medina, City of Mercer Island, City of Snoqualmie, Eastside Fire & Rescue, King County Fire Protection District 27, King County Fire Protection District 45, King and Kittitas County Fire Protection District 51, Northshore Fire Department, Shoreline Fire Department, and Woodinville Fire & Life Safety District, (collectively, the "Principals").

RECITALS

WHEREAS, the undersigned municipal corporations, or "Principals" wish to establish and maintain a consolidated emergency service communications center, to be known as the "North East King County Regional Public Safety Communications Agency" or "NORCOM;" and

WHEREAS, this agreement is authorized by the Interlocal Cooperation Act set forth in chapters 39.34 and 24.06 of the Revised Code of Washington; and

WHEREAS, the Principals have investigated the means by which consolidation of some or all existing emergency service communications operations in North and East King County may be accomplished for the purpose and benefit of enhancing public safety; and

WHEREAS, the Principals, through creation of the NORCOM seek to deliver excellent emergency service communications in a highly efficient manner; to access potential economies of scale through consolidation of activities; to promote interagency collaboration, communication and interoperability; and to continuously identify means to enhance service delivery; and

WHEREAS, the consolidation of emergency service communications will be of substantial benefit to the citizens of the Principals and the residents of North and East King County; and

WHEREAS, investigation of alternative locations for the initial operations of NORCOM has resulted in the Principals agreeing to locate the initial NORCOM operation in Bellevue City Hall, subject to reaching final agreement between NORCOM and the City of Bellevue on a lease of space for this purpose; and

WHEREAS, substantial investigation of alternative approaches to calculation of user fees has resulted in a fee formula which the parties agree is fair and equitable;

NOW THEREFORE, in consideration of the promises and agreements contained in this agreement and subject to the terms and conditions set forth, it is mutually understood and agreed by the parties as follows:

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2 SECTION 1. CREATION OF NORTH EAST KING COUNTY REGIONAL PUBLIC  
3 SAFETY COMMUNICATIONS AGENCY. There is hereby created a consolidated  
4 public safety communications agency, hereinafter called "North East King County  
5 Regional Public Safety Communications Agency" ("NORCOM"). The parties hereto  
6 each hereby assign to NORCOM the responsibility for developing, owning, operating and  
7 managing a regional emergency service communications operation as authorized by the  
8 Interlocal Cooperation Act (Chapter 39.34 RCW). NORCOM shall be formed pursuant  
9 to RCW 39.34.030 and shall be organized as a nonprofit corporation under chapter 24.06  
10 RCW.

11  
12 SECTION 2. TERM OF AGREEMENT. This Agreement shall have an initial term of  
13 six (6) years (the "Initial Term"), and shall thereafter be of infinite duration, subject to  
14 termination provisions contained herein. During the Initial Term no Principal may  
15 withdraw from the Agreement, provided that a Principal may convert or be converted to  
16 Subscriber status as provided in Sections 12, 13 and 15, may annex to or join with  
17 another Principal as described in Section 6.p, or may upon action of the Governing Board  
18 be terminated from participation in the Agreement as provided in Section 12.

19  
20 SECTION 3. DEFINITIONS.

21 a. Agreement. The "Agreement" is this interlocal agreement, as it may  
22 hereafter be amended or modified, together with all exhibits and appendices hereto, as  
23 they may hereafter be amended or modified.

24 b. Directly Served. The term "directly served" refers to those public safety  
25 service departments or agencies receiving Emergency Service Communications and other  
26 services from NORCOM and paying User Fees to NORCOM for such services, and  
27 which have executed either this Agreement or an approved Subscriber contract. A  
28 Principal or Subscriber may operate both Fire/EMS service and Police services but elect  
29 to have only one or the other service directly served by NORCOM.

30 c. EMS. "EMS" means Emergency Medical Services as described in RCW  
31 84.52.069(5), as now or later amended, including the provision by the Participating  
32 Agencies of emergency medical care or emergency medical services, including related  
33 personnel costs, training for such personnel, and related equipment, supplies, vehicles  
34 and structures needed for the provision of emergency medical care or emergency medical  
35 services.

36 d. Executive Director. The "Executive Director" is the chief operating  
37 officer for NORCOM appointed by and serving at the pleasure of the Governing Board.

38 e. Emergency Service Communications. "Emergency Service  
39 Communications" mean those services described in Section 4.

40 f. Fire/EMS Service Board. The "Fire/EMS Service Board" is the  
41 advisory board composed of Representatives from Principal and Subscriber fire and  
42 emergency medical services departments or agencies as described in Section 7.

43 g. Governing Board. The "Governing Board" is the body described in  
44 Section 6 and shall be the governing body of NORCOM.

45 h. Initial Term. The "Initial Term" refers to the first six (6) years in which  
46 this Agreement shall be in effect.

- 1           i.        Joint Operating Board. The “Joint Operating Board” is the advisory  
2 body described in Section 7, which consists of the combined membership of the  
3 Fire/EMS Service Board and Police Service Board.
- 4           j.        Member. A “Member” or “Governing Board Member” is the individual  
5 representing a Principal on the Governing Board, whether the Chief Executive Officer of  
6 such Principal or his/her designated alternate
- 7           k.        NORCOM refers to the “North East King County Regional Public  
8 Safety Communications Agency.”
- 9           l.        Participating Agencies. All Principals, and all Subscribers, as they may  
10 be so constituted from time to time, are collectively referred to as the “Participating  
11 Agencies” or “Participants,” and individually referred to as a “Participating Agency” or  
12 “Participant.”
- 13          m.        Police Service Board. The “Police Service Board” is the advisory board  
14 composed of representatives from Principal and Subscriber police, sheriff or similar  
15 departments or agencies as described in Section 7.
- 16          n.        Principal. A “Principal” is a general purpose municipal corporation or  
17 government agency, a fire district, a Public Safety Interlocal Operation, or a state agency  
18 created under the laws of Washington, which has accepted the terms of and is a party to  
19 this Agreement. A Principal may cease to be a Principal upon annexing to or joining  
20 another Principal as described in Section 6.p.
- 21          o.        Principals Assembly. The “Principals Assembly” is the annual meeting  
22 of representatives from the legislative bodies of each Principal as described in Section 8.
- 23          p.        Public Safety Interlocal Operation. A public safety interlocal operation  
24 includes a joint operation of fire districts and cities for provision of public fire and EMS  
25 services entered into and operating pursuant to Chapter 39.34 RCW, and may also  
26 include a public development authority created pursuant to RCW 35.21.730 et. seq. or a  
27 regional fire protection service authority created pursuant to Chapter 52.26 RCW, or a  
28 nonprofit corporation created for the purpose of facilitating a joint operation between fire  
29 districts and cities pursuant to RCW 39.34.030(3).
- 30          q.        Representative. The term “Representative” refers to the individual  
31 representing a Principal or a Subscriber on the Police Service Board, Fire/EMS Service  
32 Board or Joint Operating Board, or his/her designated alternate.
- 33          r.        Service Boards. The “Service Boards” are the Police Services Board  
34 and the Fire/EMS Service Board established by Section 7.
- 35          s.        Simple-Majority Vote. A “Simple-Majority Vote” of the Governing  
36 Board means a majority of the votes of the Members present constituting a quorum and  
37 voting, with each Member present and voting having one vote.
- 38          t.        Subscriber. A “Subscriber” is a general purpose municipal corporation  
39 or government agency, or a fire district, a Public Safety Interlocal Operation, or a state  
40 agency created under the laws of Washington which has agreed to pay NORCOM for  
41 emergency communications services or other services as offered at a rate or rates  
42 according to such terms and conditions as may be established by NORCOM as evidenced  
43 by separate contract between NORCOM and such entity. A “Subscriber” may also be a  
44 Principal that is converted to Subscriber status as provided in Sections 12, 13 and 15.
- 45          u.        Supermajority Vote. A “Supermajority Vote” means Governing Board  
46 approval of an item accomplished by securing affirmative votes of both: (1) not less than

1 two-thirds of all Members of the Governing Board in number; and (2) not less than two-  
2 thirds of the Weighted Vote of all Members of the Governing Board.

3 v. “Two-Prong Simple Majority Vote.” A Two-Prong Simple Majority  
4 Vote means Governing Board approval of an item accomplished by securing affirmative  
5 votes of both: (1) a majority of all Members of the Governing Board present constituting  
6 a quorum and voting, with each Member present and voting having one vote; and (2) a  
7 majority by Weighted Vote of all Members of the Governing Board present constituting a  
8 quorum and voting.

9 w. User Fees. User Fees are those fees charged to Participating Agencies  
10 for services provided by NORCOM.

11 x. Weighted Vote. A “Weighted Vote” means a vote in which each  
12 Member’s vote is counted according to the proportion its respective Principal’s User  
13 Fees due and payable for the then current budget year bears to the total User Fees payable  
14 for such year by all Principals. A Weighted Vote may not be split.

15 y. 800 MHz System. The 800 MHz System is the eastside public safety  
16 communication system developed in common by the Eastside Public Safety Agency  
17 (EPSCA) and other governmental agencies, including base stations and towers for an 800  
18 MHz system and microwave backbone.

19 z. 9-1-1-Calls. 9-1-1- calls are those calls received or dispatched via the  
20 statewide emergency communication network of telephone or telecommunications  
21 service as described in Chapter 38.52 RCW.

22  
23 SECTION 4. NORCOM SERVICES. NORCOM has the responsibility and authority for  
24 providing emergency service communications and all related incidental functions for  
25 communicating and dispatching services between the public and the Participating  
26 Agencies’ directly served public safety departments in the furtherance of improved  
27 public safety and emergency response, including but not limited to the following more  
28 specifically described services:

- 29 a. Receiving 9-1-1 Calls and routine calls for police, fire and medical  
30 services;
- 31 b. Directing a response to said calls by either dispatching the appropriate  
32 emergency police, fire or medical unit or forwarding the call to the appropriate agency  
33 for response;
- 34 c. Providing on-going communication support to personnel in the field;
- 35 d. Updating, maintaining and managing the radio communications systems  
36 (excluding, unless specifically approved by Governing Board, the 800 MHz system),  
37 computer systems, support files and resource materials necessary to accomplish the  
38 above;
- 39 e. Initiating public safety records for all dispatched calls and providing such  
40 records services, including the updating, maintaining and managing of records systems as  
41 may be determined by the Governing Board; and
- 42 f. Establishing and updating from time to time standard protocols for  
43 communications to and from personnel in the field.

44  
45 SECTION 5. NORCOM POWERS. NORCOM, through its Governing Board, shall  
46 have all powers allowed by law for interlocal agencies created under RCW 39.34.030, as

- 1 authorized, amended, or removed by the Governing Board, including but not limited to  
 2 the following:
- 3 a. Recommend action to the legislative bodies of the Participating Agencies;
  - 4 b. Review and approve budget expenditures for NORCOM;
  - 5 c. Establish policies for expenditures of budget items for NORCOM;
  - 6 d. Review and adopt a personnel policy for NORCOM;
  - 7 e. Review and approve operating policy for NORCOM;
  - 8 f. Establish a fund or special fund or funds as authorized by RCW 39.34.030  
 9 for the operation of the NORCOM;
  - 10 g. Conduct regular and special meetings as may be designated by the  
 11 Governing Board consistent with the state Open Public Meetings Act (Ch. 42.30 RCW);
  - 12 h. Maintain and manage records in accordance with the state Public Records  
 13 Act (Ch. 42.56 RCW) and other applicable state applicable federal records laws and  
 14 regulations;
  - 15 i. Determine what services shall be offered and under what terms they shall  
 16 be offered;
  - 17 j. Retain and terminate the Executive Director;
  - 18 k. Create committees to review and make recommendations;
  - 19 l. Approve strategic plans;
  - 20 m. Approve the addition of new Principals and new Subscribers and the terms  
 21 of their participating in NORCOM and receipt of, NORCOM services.
  - 22 n. Enter into agreements with third parties for goods and services necessary  
 23 to fully implement the purposes of this Agreement;
  - 24 o. Establish User Fees and other charges for services provided to  
 25 Participating Agencies;
  - 26 p. Direct and supervise the activities of the Joint Operations Board, the  
 27 Fire/EMS Services Board, the Police Services Board and the Executive Director;
  - 28 q. Make purchases or contract for services necessary to fully implement the  
 29 purposes of this agreement;
  - 30 r. Enter into agreements with, and receive and distribute funds, from any  
 31 federal, state or local agencies;
  - 32 s. Receive all funds allocated to NORCOM by Participating Agencies;
  - 33 t. Purchase, take, receive, lease, take by gift, or otherwise acquire, own,  
 34 hold, improve, use and otherwise deal in and with real or personal property, or any  
 35 interest therein, in the name of NORCOM;
  - 36 u. Sell, convey, lease, exchange, transfer, and otherwise dispose of all of its  
 37 property and assets;
  - 38 v. Sue and be sued, complain and defend, in all courts of competent  
 39 jurisdiction in NORCOM's name;
  - 40 w. Make and alter bylaws for the administration and regulation of its affairs;
  - 41 x. Hold radio frequency licenses to enable NORCOM to operate radio  
 42 communications and dispatch systems to meet its public safety responsibilities;
  - 43 y. Request the issuance of debt by Principals on behalf of NORCOM,  
 44 provided that NORCOM itself shall not be authorized to issue debt; and
  - 45 z. Any and all other acts necessary to further NORCOM's goals and  
 46 purposes.



1 SECTION 6. GOVERNING BOARD: COMPOSITION AND OPERATION.

2 a. Composition. NORCOM shall be governed by a Governing Board  
3 composed of one (1) representative from each Principal, which representative shall be the  
4 Chief Executive Officer of each such Principal or his/her alternate as provided in Section  
5 6.f. Such representatives are referred to as Members or Members of the Governing  
6 Board.

7 b. Election to Receive Service From Agency; Impact on Governing Board  
8 Representation. Each Principal shall determine which of its respective public service  
9 departments, or operations (“agencies”) will be directly served by NORCOM. The initial  
10 election by each Principal as to which of their respective agencies will receive Agency  
11 service will be recorded by the submittal by each Principal of a completed service  
12 election form, a blank version of which is set forth at Exhibit A. Regardless of how  
13 many of Principal’s operations are directly served, a Principal shall have only one seat on  
14 the Governing Board, however, the number of that Principal’s agencies or operations  
15 served by NORCOM will affect the Weighted Vote of the Principal.

16 c. Ex Officio Representative. The Chair (or the Vice Chair in his or her  
17 absence) of the Joint Operating Board shall serve as an ex officio, non-voting member of  
18 the Governing Board.

19 d. Conditions for Serving on Governing Board. All Members and their  
20 alternates shall serve without compensation from NORCOM. Members may only serve  
21 for such time as they are the duly appointed, acting or elected Chief Executive Officer of  
22 their respective Principal agency.

23 e. Powers. The Governing Board shall have final decision making authority  
24 upon all policy issues and shall exercise the powers described in Section 5. The  
25 Governing Board may delegate responsibility for execution of Governing Board policies  
26 and directives and for day-to-day operational decision-making to the Executive Director,  
27 including the hiring and supervision of additional staff positions authorized by the  
28 Governing Board.

29 f. Alternates. Each Member of the Governing Board may designate one  
30 alternate to serve on the Governing Board when such Member is absent or unable to  
31 serve, provided that each such alternate must be previously designated and must have  
32 operational responsibilities within his or her respective agency.

33 g. Quorum. A simple majority of the Members (or their alternates) in  
34 number (excluding any Member which per Section 19 has given notice of withdrawal or  
35 has which been terminated by vote of the Governing Board) shall constitute a quorum of  
36 the Governing Board for purposes of doing business on any issue.

37 h. Voting. The Board shall strive to operate by consensus. All Board  
38 decisions on items not listed in Section 6.i require a Simple Majority Vote for approval;  
39 *provided* that any Governing Board Member present and voting has the right, in advance  
40 of a vote, to require a Two-Prong Simple Majority Vote on any item that would otherwise  
41 require a Simple Majority Vote.

42 a. A Member representing a Principal that has given notice of withdrawal  
43 or which has been terminated by vote of the Governing Board shall be  
44 authorized to cast votes at the Governing Board only on those matters  
45 defined in Section 19.g.  
46

1 i. Items Requiring Supermajority Vote for Approval. A Supermajority Vote  
2 of the Governing Board shall be required in order to approve the following items or  
3 actions:

- 4 i. Approval or amendment of NORCOM budget, including the User  
5 Fee formula;
- 6 ii. A decision to request Principals issue debt for or on behalf of  
7 NORCOM;
- 8 iii. A decision to acquire assets, equipment, real or personal property  
9 valued at over \$500,000 per Section 14;
- 10 iv. Admission of a new Principal;
- 11 v. Appointing the Executive Director (a Simple Majority Vote is  
12 required for removal of the Executive Director).;
- 13 vi. Amendment of this Agreement (except for those amendments  
14 requiring unanimous consent of Principals under section 20 of this  
15 Agreement).
- 16 vii. Expansion of the scope of services provided by NORCOM; and  
17 viii. Adoption or amendment of the NORCOM Bylaws, or amendment  
18 of the NORCOM Articles of Incorporation subject to other  
19 applicable requirements of Chapter 24.06 RCW.

20  
21 j. Officers. The Governing Board shall have two officers, a Chair and Vice-  
22 Chair. It will be the function of the Chair to preside at the meetings of the Governing  
23 Board. The Vice-Chair shall assume this role in absence of the Chair. At the first  
24 meeting of the Governing Board, the officers shall be elected by Simple Majority Vote of  
25 the Members, and shall serve until the date of the first Principals Assembly. Annually  
26 thereafter, at the Principals Assembly the Vice Chair shall assume the role of Chair and  
27 the Governing Board shall elect a new Vice-Chair by Simple Majority Vote. In the event  
28 of a vacancy in the Chair position, the Vice-Chair shall assume the Chair for the balance  
29 of the term of the departed Chair. In the event of a vacancy in the Vice-Chair position,  
30 the Governing Board shall by Simple Majority Vote elect a new Vice-Chair to serve to  
31 the balance of the term of the departed Vice-Chair. An officer elected to fill the  
32 unexpired term of his or her predecessor shall not be precluded from serving a full annual  
33 term of office following the end of such unexpired term. Any officer appointed by the  
34 Board may be removed by Simple Majority Vote of the Board upon 30 days' written  
35 notice, with or without cause, in which event the Board shall promptly elect a new officer  
36 who shall serve until the next Principals Assembly. The Board may appoint persons to  
37 serve as Secretary and Treasurer of NORCOM, provided that such persons shall not be  
38 Members of the Governing Board.

39 k. Staffing. The Executive Director shall assign agency staff to support the  
40 Governing Board as he or she deems appropriate.

41 l. Meetings. The Governing Board shall meet not less than four (4) times  
42 per year, at least once each calendar quarter, at a time and place designated by the Chair  
43 of the Governing Board or by a majority of its Members. Not less than fourteen (14)  
44 days advance notice of regular meetings shall be given. Special meetings may be called  
45 by the Chair or any two (2) Members upon giving all other Members not less than seven  
46 (7) days prior notice. In an emergency, the Governing Board may dispense with written

1 notice requirements for special meetings, but must, in good faith, implement best efforts  
2 to provide fair and reasonable notice to all Governing Board Members. Members (or  
3 alternates) may participate in meetings by telephone conference or other comparable  
4 means.

5 m. Articles and Bylaws. Unless otherwise approved by Supermajority Vote of  
6 the Governing Board, upon the request of any Member of the Governing Board, Robert’s  
7 Revised Rules of Order shall govern any proceeding of the Governing Board.

8 n. Consultation with Joint Operating Board. It is the intent of this  
9 Agreement to seek the active participation and advice of Participating Agencies in the  
10 determination of NORCOM policies and management. To the extent practicable, all  
11 items to come before the Governing Board shall have been previously subject to the  
12 review, comment and recommendation of the Joint Operating Board and the Governing  
13 Board shall consider such input from the Joint Operating Board in its deliberations.

14 o. Boundary Changes or Service Territory Changes. It is the responsibility  
15 of each Participating Agency to provide reasonable advance notice to NORCOM of any  
16 boundary changes, or service territory changes that may occur due to annexation, merger,  
17 or other reason, so that NORCOM may accurately dispatch calls, accurately track calls  
18 for service data and accurately assess User Fees to the Principal and may accurately  
19 determine the weighting of votes of all Principals.

20 p. Merger of a Principal with another Principal Directly Served by  
21 NORCOM. In the event a Principal annexes to another Principal, or becomes a member  
22 agency of a Public Safety Interlocal Operation that is a Principal, and as a result of such  
23 annexation or contractual action (collectively herein, “merger”), a public safety operation  
24 (e.g. fire/EMS operation or police operation) of the “merged” Principal is no longer  
25 Directly Served by NORCOM, then the “merged” Principal’s rights and obligations  
26 under this Agreement (including its seat and voting rights on the Governing Board) with  
27 respect to the merged public safety operation shall be assumed in full by the Principal  
28 into which it has merged, including without limitation any amounts owed NORCOM for  
29 services rendered or with respect to any borrowing program per Section 13. *Provided,*  
30 *however,* that if a “merged” Principal retains a separate public safety operation that is  
31 Directly Served by NORCOM, that Principal shall remain a Principal and shall retain all  
32 its rights and obligations under this Agreement with respect to its Directly Served public  
33 safety operation.

34  
35 SECTION 7. JOINT OPERATING BOARD AND SERVICE BOARDS.

36 a. Creation and Membership. A Joint Operating Board is created to serve in  
37 an advisory capacity to the Governing Board. The Joint Operating Board shall be  
38 composed of the combined membership of the Police Service Board and Fire/EMS  
39 Service Board.

40 i. Police Service Board. The Police Service Board shall consist of  
41 the chief or his/her designee from each Principal and Subscriber  
42 police department or equivalent agency or operation directly  
43 receiving services from NORCOM

44 ii. Fire/EMS Service Board. The Fire/EMS Service Board shall  
45 consist of the chief or his/her designee from each Principal and

Subscriber with a Fire/EMS department or equivalent agency or operation directly receiving services from NORCOM. .

- iii. Directly Served Agencies. To be eligible to have a Representative on either the Police Service Board or Fire/EMS Service Board, a Principal or Subscriber must be directly served by NORCOM. For example, if a city directly operates a police department but maintains a separate police dispatch operation, it would not have a seat on the Police Service Board; however, if such city's fire department were dispatched by NORCOM, the fire department would have a seat on the Fire/EMS Service Board. A city receiving police service under contract with another entity would not have seat on the Police Service Board. A city or fire district receiving fire service under contract with another entity would not have a seat on the Fire/EMS Service Board. If a city or fire district is part of a Public Safety Interlocal Operation providing fire/EMS service to its member agencies and said Operation is a Principal, then the city or district would not have a seat on the Fire/EMS Service Board as a result of such arrangement but the Public Safety Interlocal Operation would have a seat on the Fire/EMS Service Board, provided, however, that if such city's police department is directly served by NORCOM, the city would have a representative on the Police Service Board.

b. Board Representatives. Persons serving on either Service Board and as a result also serving on the Joint Operating Board are referred to as Representatives and shall serve without compensation from NORCOM.

c. Alternates. Representatives to the Boards may designate one alternate to serve when such Representative is absent or unable to serve provided that such alternates must have operational responsibilities within their respective agencies.

d. Powers. The Service Boards and the Joint Operating Board shall meet individually and together for the purpose of promoting interagency collaboration and cooperation, information sharing, development of proposed Agency operating policy and such other matters as the Governing Board may direct. The Joint Operating Board shall provide advice, information, and recommendations to either the Governing Board or the Executive Director.

e. Quorum. A majority of the members of each Service Board and the Joint Operating Board (or their alternates) shall constitute a quorum. Representatives may participate in meetings by telephone conference or other comparable means.

f. Voting. All actions and recommendations of the Service Boards and Joint Operating Board shall be approved by majority vote of those present and voting. Each person serving on such Boards shall have one vote. There will be no Weighted Voting.

g. Officers. The Joint Operating Board shall have two officers, a Chair and Vice-Chair. At all times one of these two officers must be a Fire/EMS Service Board Representative and the other must be a Police Service Board Representative. It will be the function of the Chair to preside at the meetings of the Joint Operating Board, and the Vice-Chair shall assume this role in absence of the Chair. The officers shall be initially elected at the first meeting of the Joint Operating Board by majority vote of the





Representatives on the Joint Operating Board and shall serve for a one-year term. Annually thereafter the Vice Chair shall assume the role of Chair and the Joint Operating Board shall elect a new Vice-Chair. In the event of a vacancy in the Chair position, the Vice-Chair shall assume the Chair for the balance of the term of the departed Chair. In the event of a vacancy in the Vice-Chair position, the Joint Operating Board shall elect a new Vice-Chair to serve to the balance of the term of the departed Vice-Chair. An officer of the Joint Operating Board elected to fill the unexpired term of his or her predecessor shall not be precluded from serving a full annual term of office following the end of such unexpired term. The Service Boards shall each annually elect a chair who may or may not be an officer of the Joint Operating Board.

h. Staffing. The Joint Operating Board and Service Boards shall be staffed by the Executive Director and such additional agency staffing as the Executive Director may deem appropriate.

i. Meetings. The Joint Operating Board and each Service Board shall meet not less than six (6) times per year, once every two (2) months, at a time and place designated by the Chair of the Joint Operating Board or by a majority of its Representatives. It is the intent of this provision that on each such meeting date the two Service Boards shall each meet separately and then shall combine to meet as the Joint Operating Board. Not less than fourteen (14) days advance notice of regular meetings shall be given. Special meetings may be called by the Chair of the Joint Operating Board or Representatives representing at least ten percent (10%) in number of the total seats on the Joint Operating Board and upon giving all other Representatives not less than seven (7) days prior notice of such meeting. In an emergency, the Joint Operating Board may dispense written notice requirements for special meetings, but must, in good faith, implement best efforts to provide fair and reasonable notice to all Representatives.

**SECTION 8. PRINCIPALS ASSEMBLY.** The legislative body of each Principal shall annually appoint one of its members to represent the legislative body at the Principals Assembly. The Principals Assembly shall be convened by the Governing Board for one meeting each April. At the joint meeting of the Assembly and the Governing Board the Executive Director shall present an annual report which report shall: (1) review the activities of NORCOM for the previous calendar year; (2) present the work program and significant events for the upcoming calendar year; (3) present a financial management report for NORCOM; and (4) report on performance benchmarks of NORCOM activities. Also at the Assembly, the Chair and Vice Chair of the Joint Operating Board shall present the Joint Operating Board proposed budget policy for the upcoming budget. The Principals' legislative representatives at the Assembly may vote to recommend changes to the proposed budget policy, work program and performance measures program, and may provide additional comment and question to the Governing Board. Voting by Principals' legislative representatives shall be based on one-vote per Principal with a simple majority vote of Principals represented at the meeting required to approve any recommendation to be forwarded to the Governing Board. At the joint meeting of the Principals Assembly and the Governing Board, the Governing Board shall conduct the annual meeting for NORCOM as required by the bylaws and shall elect the Vice-Chair of the Governing Board for the next year as provided in Section 6.j. The action and deliberations of the Assembly shall be reported to the Governing Board no later than May

1 1 by written report prepared by or at the direction of the Executive Director. The actions  
2 and recommendations of the Principals Assembly shall be advisory to the Governing  
3 Board.

4  
5 SECTION 9. EXECUTIVE DIRECTOR. The Governing Board shall be responsible for  
6 the appointment and termination of the Executive Director, and shall request a  
7 recommendation from the Joint Operating Board regarding any proposed hiring. The  
8 Executive Director shall be responsible to the Governing Board and shall advise it from  
9 time to time on a proposed budget and other appropriate matters in order to fully  
10 implement the purposes of this Agreement. The Executive Director shall administer  
11 NORCOM in its day-to-day operations consistent with the policies adopted by the  
12 Governing Board. The Executive Director shall appoint persons to fill other staff  
13 positions, subject to confirmation by the Governing Board as the Board may require.  
14 Only the Governing Board shall be authorized to hire or retain legal counsel and  
15 independent accountants and auditors. Other consultants may be designated in such  
16 manner as the Governing Board may determine subject to Sections 5 and 6.

17  
18 The Executive Director shall have experience in technical, financial and administrative  
19 fields and his or her appointment shall be on the basis of merit only. The Executive  
20 Director is an "at will" employee and may be terminated upon the Simple Majority Vote  
21 of the Governing Board.

22  
23 SECTION 10. PERSONNEL POLICY. The Joint Operating Board or the Executive  
24 Director shall, as necessary from time to time, submit to the Governing Board a proposed  
25 Agency personnel policy for the Governing Board's approval, rejection or modification;  
26 provided that the Executive Director shall first submit any such proposed policies to the  
27 Joint Operating Board for its review and comment. All modifications or revisions to  
28 personnel policies must have the final approval of the Governing Board.

29  
30 SECTION 11. OPERATIONAL POLICY AND SYSTEM EVALUATION. The  
31 Executive Director shall actively and continuously consider and evaluate all means and  
32 opportunities toward the enhancement of operational effectiveness of emergency services  
33 so as to provide maximum and ultimate benefits to the members of the general public.  
34 The Executive Director shall present his or her recommendations to the Joint Operating  
35 Board and Governing Board from time to time.

36  
37 SECTION 12. BUDGET; USER FEE FORMULA; PAYMENT OF USER FEES;  
38 DELINQUENCIES; RESERVE FUNDS.

39 a. Budget Fiscal Year. NORCOM budget fiscal year shall be either the  
40 calendar year, or two calendar years as the Governing Board may determine.

41 b. Budget Policy Direction. The Executive Director shall present a proposed  
42 outline of the policy approach to the budget for the upcoming budget to the Joint  
43 Operating Board by February 1 for its review and recommendation. By March 15, the  
44 Joint Operating Board shall transmit its proposed budget policy to all Principals. As  
45 provided in Section 8, the representatives at the Principals Assembly shall provide review  
46 and comment on the Joint Operating Board proposed budget policy, and the Assembly's



1 input shall be reported to the Governing Board by May 1. The Governing Board shall  
2 adopt a budget policy for the upcoming budget by June 1.

3 c. Budget Approval. The Executive Director shall develop the proposed  
4 operating budget based on the Governing Board's approved budget policy direction. The  
5 Executive Director shall present a proposed budget to the Joint Operating Board on or  
6 before July 1 for its review and recommendation. The proposed budget, together with all  
7 comments from the Joint Operating Board regarding the budget, shall be transmitted to  
8 the Governing Board by the Executive Director on or before August 1 and approved by  
9 the Governing Board no later than August 30. Thereafter and in no event later than  
10 September 5, Participating Agencies shall be advised on the programs and objectives as  
11 contained in the proposed budget, of any changes in the User Fee formula, and of the  
12 required financial participation for each Principal and Subscriber for the following year.  
13 Upon approval by the legislative authorities of each Principal and Subscriber of their  
14 respective allocation for NORCOM's budget and upon verification of such approval to  
15 NORCOM, the Governing Board shall, after a public hearing, adopt its final budget for  
16 the following year. Any Principal not approving its full budget allocation shall be  
17 automatically converted to Subscriber status effective the first day of the next budget year  
18 (whether biennial or annual) and subject to penalty as described in Section 15.

19 d. User Fee Formula. As part of the budget deliberations the Joint Operating  
20 Board shall make recommendations regarding User Fee formula(e) to the Governing  
21 Board, and the Governing Board shall either continue the existing User Fee formula(e)  
22 or adopt new User Fee formula(e). Although initially set forth as an Appendix to this  
23 Agreement, it is anticipated that the User Fee formula(e) may be changed from time to  
24 time as part of the budget process, and that any such changes must be approved by  
25 Supermajority Vote of the Governing Board in accordance with Section 6.i. The User Fee  
26 formula(e) for Principals may be different from that for Subscribers. Unless otherwise  
27 provided in the final adopted budget, any revenue attributable to a premium paid by  
28 Subscribers as compared to Principal as a result of the use of different User Fee Formulas  
29 for Subscribers shall be deposited upon receipt to NORCOM reserve funds, with the  
30 specific allocation to each reserve fund designated by the Board as part of the budget  
31 process. It is expressly contemplated that Participants may become subject to  
32 differential user fees over time based upon the benefit conferred to such agencies.

33 e. Payment of User Fees. User Fees shall be payable by Principals quarterly  
34 no later than January 15, April 15, July 15 and October 15 of each year. Contracts with  
35 Subscribers for services will provide for quarterly payment of User Fees on the same  
36 dates each year.

37 f. Delinquencies. Interest on User Fees not paid when due shall begin  
38 accruing interest immediately at the Federal Prime Rate as of the date the payment was  
39 originally due, plus 3% per year. NORCOM shall, within seven (7) days of the due date,  
40 send notice to any delinquent Principal and provide a 60-day cure period from the  
41 original due date of the payment. If such User Fees and interest penalties are not paid in  
42 full within 60 days of the original due date, then the Principal delinquent in payment of  
43 User Fees shall upon such 60<sup>th</sup> day be deemed immediately converted to the status of a  
44 Subscriber and subject to penalty as described in Section 15. In the event a Principal  
45 converted to Subscriber status by non-payment of fees shall not have paid in full all User  
46 Fees and interest owing by six (6) months after the original due date, then the Governing

1 Board may terminate provision of NORCOM services to said former Principal, but the  
2 termination of services shall not absolve the Subscriber of its obligation to pay all User  
3 Fees past due, together with interest.

4 g. Terms of Subscriber Contracts. Subscriber contracts shall include terms  
5 consistent with these delinquency provisions, that is, interest shall accrue on delinquent  
6 payments at the same rate as provided herein, and service may be terminated if fees and  
7 interest are not paid in full within six months.

8 h. Reserve Funds. The Governing Board shall establish both an Operating  
9 Contingency Reserve Fund and a Capital Equipment Replacement Fund and shall call for  
10 funding of such reserves in each budget at a level the Governing Board determines  
11 appropriate. The goal of the Operating Contingency Reserve Fund is to ensure operating  
12 funds are on hand to reasonably address unforeseen operating contingencies. The  
13 purpose of the Capital Equipment Replacement Fund is to minimize large increases in  
14 User Fees from year to year resulting from acquisition or replacement of capital, and to  
15 fund the timely replacement of aging technology, equipment and systems.

16 i. NORCOM 2007 and 2008 Budgets and User Fees. Notwithstanding the  
17 requirements in this Agreement regarding approval of Budgets and User Fees to the  
18 contrary, the following terms and conditions will apply with respect to the budgets and  
19 User Fees for NORCOM in 2007 and 2008:

20 i. 2007 Budget and User Fees. The budget for NORCOM for  
21 calendar year 2007 shall be adopted substantially as set forth in  
22 **Exhibit B**, subject to amendment as a result of any grants or other  
23 funding awarded to NORCOM. The Governing Board shall  
24 calculate the User Fees for 2007 based on this Exhibit B and  
25 applying the User Fee Formula Set forth in **Appendix A-1** (User  
26 Fees during the Transition Period). The Governing Board shall  
27 issue notice to all Participants on or before November 15, 2007, of  
28 the User Fees payable in 2007 by Participants. Such User Fees  
29 shall be payable on or before December 1, 2007, and shall be  
30 subject to such delinquency and other penalties as otherwise  
31 provided in Sections 12 and 15.

32  
33 ii. 2008 Budget and User Fees. The budget for NORCOM for  
34 calendar year 2008 shall be adopted substantially as set forth in  
35 **Exhibit C**, subject to amendment as a result of any grants or other  
36 funding awards to NORCOM. The Governing Board shall  
37 calculate the User Fees for 2008 based on this **Exhibit C** and  
38 applying the User Fee Formula Set forth in **Appendix A-1** (User  
39 Fees during the Transition Period), shall issue notice to all  
40 Participants on or before November 15, 2007, of the User Fees  
41 payable in 2008 by Participants. Such User Fees shall be payable  
42 quarterly and subject to such delinquency and other penalties as  
43 otherwise provided in Sections 12 and 15.

44 j. The City of Kirkland shall serve as fiscal agent for NORCOM until such  
45 time as the Governing Board appoints a successor fiscal agent. The City

1 shall be entitled to reasonable compensation from NORCOM for provision  
2 of this service.

3  
4 SECTION 13. ISSUANCE OF OBLIGATIONS IN SUPPORT OF NORCOM.

5 a. NORCOM shall not have the power to issue obligations or to incur debt.  
6 However, it is anticipated that NORCOM may require capital funding from time to time  
7 to support facilities, technology and equipment needs. One or more Principals may issue  
8 obligations to provide for NORCOM's capital funding needs and all Principals shall be  
9 required to participate equitably in providing for the repayment of those obligations when  
10 requested to do so by a Supermajority Vote of the Governing Board in accordance with  
11 Section 6.i. It is expressly contemplated that Participants may become subject to  
12 differential user fees over time based upon the benefit conferred to such agencies. Such  
13 requests for participation in a borrowing program shall be conveyed in writing to each  
14 Principal, together with the proposal allocation of responsibility as between Principals. If  
15 a Principal elects not to participate as requested by the Governing Board, it may within  
16 45 days of receiving the request propose in writing to the Governing Board an alternative  
17 means of supporting the proposed debt program. The Board may accept, reject or modify  
18 the proposal and shall re-issue notice to all Principals of its decision. If a Principal does  
19 not participate as requested by the Governing Board in the borrowing program (either  
20 through the initial proposed participation or through an alternative means of support that  
21 is accepted by the Governing Board), then such Principal shall be converted to the status  
22 of a Subscriber effective as of the last date on which all other participating Principals  
23 have taken final action to approve their participation in the borrowing program, and  
24 subject to penalty as described in Section 14, or such later date as the Board may  
25 determine.

26 b. Each Principal's participation in a borrowing program shall be integrated  
27 into User Fees consistent with Section 12.(d) and Appendix A to ensure that amounts are  
28 collected each year from Principals and Subscribers sufficient to repay each Principal's  
29 obligations in support of a NORCOM borrowing program on a timely basis.

30 c. For as long as any obligations issued by a Participant or other entity  
31 pursuant to an approved NORCOM borrowing program are payable from NORCOM's  
32 pledge of the debt service portion of User Fees, NORCOM irrevocably pledges to  
33 impose and take all reasonable action to collect all Participants' User Fees and  
34 amounts due from former Participants in amounts sufficient to make timely payments to  
35 the issuer of those obligations, together with coverage and other amounts pledged to be  
36 collected with respect to the obligations.

37 d. Each Principal irrevocably covenants that it shall establish, maintain and  
38 collect taxes, rates, fees or other charges at levels adequate to provide revenues  
39 sufficient to enable the Principal to make the payments of User Fees required to be  
40 made under this Agreement, and that if the Principal converts to a Subscriber status  
41 under Section 15 or withdraws its membership or is terminated under Section 19, that  
42 Principal shall nevertheless continue to be obligated to pay its allocable share of the  
43 debt service portion of User Fees with respect to the NORCOM Obligations issued  
44 prior to the date that the Principal so converts or withdraws or is terminated from the  
45 Agreement. Each Principal hereby acknowledges that this covenant may be relied upon  
46 by owners of obligations issued for on or behalf of NORCOM, and that these  
47 covenants represent an irrevocable pledge to pay such User Fees as NORCOM may  
48 impose in amounts sufficient to pay its share of the debt service on those obligations.

1 e. To meet the requirements of United States Securities and Exchange  
2 Commission ("SEC") Rule 15c2-12(b)(5) (the "Rule") as applicable to a participating  
3 underwriter for obligations issued for or on behalf of NORCOM, each Principal that  
4 may be deemed to be an "Obligated Person" under the Rule shall make a written  
5 disclosure undertaking for the benefit of holders of the obligations and provide  
6 certificates or verifications all as may be reasonably requested by an issuer of  
7 obligations for or on behalf of NORCOM.

8 f. Each Principal further covenants that it will take all actions necessary to  
9 prevent interest on obligations issued for or on behalf of NORCOM from being  
10 included in gross income for federal income tax purposes, and it will neither take any  
11 action nor make or permit any use of proceeds of those obligations or other funds  
12 treated as proceeds of those obligations at any time during the term of those obligations  
13 that will cause interest on those obligations to be included in gross income for federal  
14 income tax purposes.

15 g. NORCOM shall ensure that Subscriber service contracts include  
16 covenants substantially equivalent to those contained in subparagraphs (d) through (f),  
17 as applicable, provided that a Subscriber's obligation to pay through User Fees its  
18 allocable share of debt service on NORCOM Obligations shall not extend past the  
19 termination or expiration of its applicable service contracts.

20 h. The provisions of this section shall survive the expiration or termination  
21 of this Agreement.

22  
23 SECTION 14. TRANSFER OF ASSETS TO NORCOM; FUTURE ASSET  
24 ACQUISITIONS.

25 a. In order to reduce the cost of starting up a new consolidated emergency  
26 communications services dispatch operation, NORCOM will acquire from Bellevue and  
27 Kirkland certain assets currently used by these cities in their respective dispatch  
28 operations. These assets will be acquired by NORCOM at prices based on a straight-line  
29 depreciation of the value of the assets at the time of acquisition. The timing of acquisition  
30 of the equipment will be such as will facilitate both the timely start-up of NORCOM  
31 services and transition of dispatch service provision from these city dispatch operations to  
32 NORCOM. Bellevue and Kirkland shall be repaid for their contribution of assets by  
33 NORCOM over a period of not to exceed seven (7) years. Bellevue and Kirkland  
34 through payment of NORCOM User Fees shall be subject to payment of their respective  
35 portions of these contributed asset costs as are all other Participants under the then  
36 applicable User Fee Formula. The Governing Board may approve such other asset  
37 transfer or acquisitions, to be repaid by NORCOM over time, with such terms of  
38 repayment as the Board may determine.

39 b. Acquisition of assets, equipment, real or personal property valued at over  
40 \$500,000 shall require approval of a Supermajority Vote of the Governing Board.

41 c. It is expressly contemplated that Participants may pay differential User  
42 Fees depending upon the benefit conferred to such agencies from the assets to be  
43 acquired.

44  
45 SECTION 15. CONVERSION OF STATUS OF PARTICIPATING AGENCIES,  
46 ADDITION OF NEW PRINCIPALS OR SUBSCRIBERS; PROVISION OF  
47 ADDITIONAL SERVICE TO PRINCIPALS.

48 a. As described in Sections 12.c, 12.f and 13 hereof, a Principal may be  
49 converted to Subscriber for: failure to approve its share of the budget; for nonpayment or

1 delinquency in payment of User Fees; or for failure to participate in a manner approved  
2 by the Governing Board in an approved borrowing obligation program. On the date of  
3 such conversion, said former Principal shall:

- 4 i. lose its representation on the Governing Board;
- 5 ii. lose its right to receive a share of NORCOM assets upon dissolution of  
6 NORCOM;
- 7 iii. become subject to payment of User Fees in accordance with the then  
8 applicable User Fee formula for Subscribers; and
- 9 iv. be bound by the terms of the then current Subscriber service contract.

10 The conversion of a Principal to Subscriber shall not discharge or relieve any Principal of  
11 its obligations to NORCOM.

12 b. A Principal may alternately elect to convert to Subscriber status effective  
13 the first day of the next budget year (whether NORCOM is operating under an annual or  
14 biennial budget) by giving notice of its intent to the Governing Board not less than nine  
15 (9) months in advance of such effective date. Such conversion shall be effective as  
16 proposed without further action of the Governing Board, barring any basis for  
17 terminating the Principal and action thereon by the Governing Board.

18 c. A governmental entity otherwise meeting the qualifications of a Principal  
19 in Section 3.n hereof may be admitted to NORCOM upon Supermajority Vote of the  
20 Governing Board as required under Section 6.i. Similarly, a Subscriber may apply to the  
21 Governing Board to be converted to Principal status. As a condition of becoming a  
22 Principal, whether by conversion or new admission, the Governing Board may require  
23 payment or other contributions or actions by the new Principal as the Governing Board  
24 may deem appropriate, and may set such start date for service as it deems appropriate, it  
25 being the intention of this provision that the addition of new Principals shall not cause  
26 pre-existing Participants to incur additional cost.

27 d. The determination of whether to accept new Subscribers shall be made by  
28 the Governing Board in a manner similar, and subject to such terms and conditions, as  
29 that for accepting new Principals, it being the intention that the addition of new  
30 Subscribers shall not cause pre-existing Participants to incur additional cost.

31 e. A Principal wishing to receive service from NORCOM for an operating  
32 department in addition to a department already served by NORCOM may make  
33 application to the Governing Board in the same manner as, and be subject to such  
34 conditions and approvals as the Governing Board may deem appropriate for, an entity  
35 seeking admission as a new Principal.

36  
37 SECTION 16. CONTRACTS AND SUPPORT SERVICES. The Governing Board or  
38 the Executive Director with advice of the Joint Operating Board shall as necessary  
39 contract with appropriate local governments or other third parties for the use of space for  
40 its operations, and for staff and auxiliary services including, but not limited to, records,  
41 payroll, accounting, purchasing and data processing.

42  
43 SECTION 17. RETAINED POWERS OF PARTICIPATING AGENCIES. Each  
44 Participating Agency shall retain the responsibility and authority for its operational  
45 departments and for such equipment and services as are required at its place of operation  
46 to interconnect to NORCOM's operations. Interconnecting equipment and services

1 necessary to the provision of authorized NORCOM services may be funded through  
2 NORCOM's budget and operational programs.

3  
4 **SECTION 18. INVENTORY AND PROPERTY.** Equipment and furnishings for  
5 NORCOM's operation shall be acquired as provided by law. If any Participating Agency  
6 provides equipment or furnishings for NORCOM's use, title to the same shall rest with  
7 the respective local entity unless that equipment or furnishing is acquired by NORCOM.  
8 The Executive Director shall maintain and annually update an inventory of equipment  
9 and furnishings owned by, leased or temporarily assigned to NORCOM, and the values  
10 thereof. In event of dissolution or termination of NORCOM, assigned or loaned items  
11 shall be returned to the lending entity and all other items or funds derived from the sale  
12 thereof shall be distributed to Principals as described in Section 20.

13  
14 **SECTION 19. WITHDRAWAL BY OR TERMINATION OF PRINCIPAL.**

15 a. Any Principal may withdraw its membership and terminate its participation  
16 in this Agreement after the Initial Term by providing written notice and serving that  
17 notice on the NORCOM Governing Board on or before December 31 in any year. After  
18 providing appropriate notice as provided in this section, that Principal's membership  
19 withdrawal shall become effective on the last day of the calendar year following delivery  
20 and service of appropriate notice to all other Principals.

21 b. Notwithstanding the foregoing, a Principal may be terminated at any time  
22 by action of the Governing Board for delinquencies of at least six (6) months in payment  
23 of User Fees and interest per Section 12.f.

24 c. Time is of the essence in giving notice of termination and/or withdrawal.

25 d. A terminating and/or withdrawing Principal is deemed to forfeit any and  
26 all rights it may have to NORCOM's personal or real property, or any other ownership in  
27 NORCOM, unless otherwise provided by the Governing Board; provided further that this  
28 forfeit of rights shall not apply to personal property on loan to NORCOM from the  
29 terminating or withdrawing Principal.

30 e. The termination and/or withdrawal of a Principal shall not discharge or  
31 relieve any Principal of its obligations to NORCOM.

32 f. Subscriber service contracts entered into by NORCOM shall provide for  
33 similar notice and conditions for termination and withdrawal as for Principals.

34 g. A Governing Board Member representing a Principal that (1) has given  
35 notice of withdrawal, or (2) has been terminated by vote of the Governing Board which  
36 termination is effective at a future date, shall be authorized to cast votes at the Governing  
37 Board only on budgets items to be implemented prior to the withdrawal or termination  
38 date. A withdrawing or terminating Principal will be excused from participating in a  
39 borrowing program approved per Section 13 where the debt instruments in support of that  
40 program will not be issued until after the Principal is withdrawn or terminated, provided  
41 that the withdrawing or terminating Principal is not authorized to vote on such borrowing  
42 program.

43  
44 **SECTION 20. AMENDMENT OF AGREEMENT.** This Agreement may be amended  
45 upon approval of a Supermajority Vote of the Governing Board in accordance with  
46 Section 6.i, except that any amendment affecting the terms and conditions of membership

1 on the Governing Board or voting rights of Governing Board members shall require  
2 consent of the legislative authorities of all Principals. This section shall not be construed  
3 to require unanimous consent for the addition of a new Principal or agreement to serve an  
4 additional agency or department of a Principal.

5  
6 SECTION 21. TERMINATION OF AGREEMENT; DISSOLUTION OF AGENCY.

7 a. After the Initial Term and upon the Simple Majority Vote of a majority of  
8 the then remaining Principals, this Agreement may be terminated by direction of the  
9 Governing Board to wind up business by a specified date which date shall be at least one  
10 (1) year from the date of the vote to terminate. Upon the final termination date, this  
11 Agreement shall be fully terminated.

12 b. Upon termination of this Agreement, all property acquired during the life  
13 of the Agreement remaining in ownership of NORCOM shall be disposed of in the  
14 following manner:

15 i. All real and personal property purchased pursuant to this  
16 agreement and all unexpended funds or reserve funds, net of all  
17 outstanding Agency liabilities, shall be distributed to those  
18 Principals still participating in NORCOM on the day prior to  
19 the termination date and shall be apportioned between  
20 Principals based on the ratio that the average of each  
21 Principals' paid User Fees over the preceding five years bears  
22 to the total of all then remaining Principals' user fees paid  
23 during such five-year period.

24 ii. In the event outstanding liabilities of NORCOM exceed the  
25 value of personal and real property and funds on hand, all  
26 Principals shall contribute to such liabilities in the same  
27 manner as which they would share in the distribution of  
28 properties and funds.

29 c. Notwithstanding the foregoing, in the event of withdrawal or termination  
30 of Principals such that not more than three (3) Principals remain party to this Agreement,  
31 then the Agreement shall terminate one (1) year from the first date that only three (3)  
32 Principals remain.

33  
34 SECTION 22. DISPUTE RESOLUTION

35 a. Whenever any dispute arises between the Principals or between the  
36 Principals and NORCOM (referred to collectively in this section as the "parties" ) under  
37 this Agreement which is not resolved by routine meetings or communications, the parties  
38 agree to seek resolution of such dispute by the process described in this section, which  
39 shall also be binding on Subscribers.

40 b. The parties shall seek in good faith to resolve any such dispute or concern  
41 by meeting, as soon as feasible. The meeting shall include the Chair of the Governing  
42 Board, the Executive Director, and the representative(s) of the Principal(s), if a  
43 Principal(s) is involved in the dispute, and/or a person designated by the Subscriber(s), if  
44 a Subscriber(s) is involved in the dispute.

45 c. If the parties do not come to an agreement on the dispute or concern, any  
46 party may demand mediation through a process to be mutually agreed to in good faith

1 between the parties within 30 days, which may include binding or nonbinding decisions  
2 or recommendations. The mediator(s) shall be individuals skilled in the legal and  
3 business aspects of the subject matter of this Agreement. The parties shall share equally  
4 the costs of mediation and assume their own costs.

5 d. If the mediation process cannot be agreed upon with 30 days, or if all parties  
6 subject to the dispute agree within 30 days to proceed immediately to arbitration, then the  
7 dispute or concern shall be settled by binding arbitration in accordance with Rules of the  
8 American Arbitration Association and Mediation Service, or other agreed upon  
9 arbitration rules. The location of the arbitration shall be mutually agreed, and its  
10 proceedings will be governed by the laws of Washington. The arbitrator(s) shall be  
11 individual(s) skilled in the legal and business aspects of the subject matter of this  
12 Agreement. The cost of the arbitration shall be in the discretion of the arbitrator(s),  
13 provided, however, that no party shall be obliged to pay more than its own costs and the  
14 cost of the arbitrator, if there is one arbitrator, or the costs of its own appointed arbitrator  
15 and the third arbitrator, if there are three arbitrators. Judgment upon award rendered by  
16 the arbitrator(s) shall be entered in King County Superior Court.

17  
18 SECTION 23. INTERGOVERNMENTAL COOPERATION. NORCOM shall  
19 cooperate with local, state and federal governmental agencies in order to maximize the  
20 utilization of grant funds for equipment and operations and to enhance the effectiveness  
21 of public safety dispatch and public safety records operations and to minimize costs of  
22 said public service delivery.

23  
24 SECTION 24. INDEMNIFICATION AND HOLD HARMLESS.

25 a. Each Principal shall defend, indemnify and hold other Principals, their  
26 officers, officials, employees, agents and volunteers harmless from any and all claims,  
27 injuries, damages, losses or suits including attorney fees, arising out of that Principal's  
28 acts or omissions in connection with the performance of its obligations under this  
29 Agreement, except to the extent the injuries or damages are caused by another Principal,

30 b. Each Principal shall defend, indemnify and hold NORCOM and its  
31 officers, officials, employees and volunteers harmless from any and all claims, injuries,  
32 damages, losses or suits including attorney fees, arising out of that Principal's acts or  
33 omissions in connection with the performance of its obligations under this Agreement,  
34 except to the extent the injuries and damages are caused by NORCOM.

35 c. Should a court of competent jurisdiction determine that this Agreement is  
36 subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily  
37 injury to persons or damages to property caused by or resulting from the concurrent  
38 negligence of a party hereto and NORCOM, its officers, officials, employees, and  
39 volunteers, the party's liability hereunder shall be only to the extent of the party's  
40 negligence. It is further specifically and expressly understood that the indemnification  
41 provided herein constitutes the party's waiver of immunity under Industrial Insurance  
42 Title 51 RCW, solely for the purpose of this indemnification. This waiver has been  
43 mutually negotiated by the parties. The provisions of this section shall survive the  
44 expiration or termination of this Agreement.

45 d. Each party shall give the other parties proper notice of any claim or suit  
46 coming within the purview of these indemnities. The indemnitor will assume the defense



1 of any claim, demand or action against such indemnitees and will, upon the request of the  
2 indemnitees, allow the indemnitees to participate in the defense thereof, such  
3 participation to be at the expense of the indemnitees. The indemnitees will in any case  
4 cooperate fully with the indemnitor in the defense and will, at their expense, provide all  
5 relevant documents, witnesses and other assistance within their possession or control  
6 upon the reasonable request of the indemnitor. Settlement by the indemnitees without the  
7 indemnitor's prior written consent shall release the indemnitor from the indemnity as to  
8 the claim, demand or action so settled. Termination of this Agreement, a Principal's  
9 withdrawal from NORCOM, or a Principal's conversion to Subscriber status, shall not  
10 affect the continuing obligations of each of the parties as indemnitors hereunder with  
11 respect to those indemnities and which shall have occurred prior to such termination.

12 SECTION 25. INSURANCE. NORCOM shall obtain and provide insurance, to the  
13 extent practicable, against loss or liability for the actions of NORCOM's Governing  
14 Board, Joint Operating Board, Police Service Board, Fire/EMS Service Board, Executive  
15 Director and staff. To the extent practicable, all Participating Agencies shall be named as  
16 additional insureds on any policy, including pool insurance.

17  
18 SECTION 26. NOTICE. Notices required to be given to NORCOM under the terms of  
19 this Agreement shall be directed to the following unless all parties are otherwise notified  
20 in writing:

21 Chair, NORCOM Governing Board  
22 c/o his/her Principal agency's address  
23

24 Notices to Principals or Subscribers, Members or Representatives required hereunder  
25 may be given by mail, overnight delivery, facsimile, telegram, email (with confirmation  
26 of transmission) or personal delivery. Any Principal wishing to change its mail or email  
27 address shall promptly notify the Chair of the Governing Board. Notice or other written  
28 communication shall be deemed to be delivered at the time when the same is postmarked  
29 in the mail or overnight delivery services, sent by facsimile with confirmation of  
30 transmission, sent by telegram, or received by personal delivery.

31  
32 SECTION 27. VENUE. The venue for any action related to this Agreement shall be in  
33 the Superior Court in and for King County, Washington at Seattle.

34  
35 SECTION 28. FILING: As provided by RCW 39.34.040, this Agreement shall be filed  
36 prior to its entry in force with the clerks of each Principal, the King County Department  
37 of Records and Elections, the Secretary of State, and such other governmental agencies as  
38 may be provided by law.

39  
40 SECTION 29. NO THIRD PARTY BENEFICIARIES. There are no third-party  
41 beneficiaries to this agreement. No person or entity other than a party to this agreement  
42 shall have any rights hereunder or any authority to enforce its provisions, and any such  
43 rights or enforcement must be consistent with and subject to the terms of this agreement.  
44

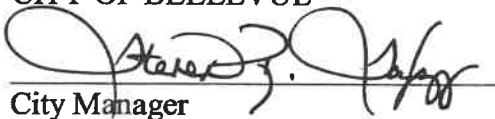
1 SECTION 30. SEVERABILITY. The invalidity or any clause, sentence, paragraph,  
2 subdivision, section or portion of this agreement shall not affect the validity of the  
3 remainder of the Agreement.

4  
5 SECTION 31. REPEALER AND RATIFICATION. All prior acts taken by the  
6 Principals consistent with this Agreement are hereby ratified and confirmed.

7  
8 SECTION 32. EXECUTION, COUNTERPARTS, AND EFFECTIVE DATE. This  
9 Agreement and any amendments thereto, shall be executed on behalf of each Principal by  
10 its duly authorized representative and pursuant to an appropriate motion, resolution or  
11 ordinance. The Agreement may be executed in any number of counterparts, each of  
12 which shall be an original, but those counterparts will constitute one and the same  
13 instrument. The agreement shall be deemed adopted and effective on November 1, 2007,  
14 subject to prior filing of same as required by Section 27 hereof, and further subject to the  
15 agreement having been executed on or prior to such date by: (1) Principals with fire/EMS  
16 operations which operations cumulatively received not less than eighty five percent  
17 (85%) of the total calls for fire/EMS service in King County Emergency Management  
18 Zone 1 in 2006, with such Principals having also executed an Initial Election to Receive  
19 Emergency Service Communications in the form of Exhibit A for their respective  
20 Fire/Emergency medical services operations; and (2) the Cities of Bellevue, Kirkland and  
21 Mercer Island with such cities having also executed an Initial Election to Receive  
22 Emergency Service Communications in the form of Exhibit A for their respective police  
23 operations.

24  
25 IN WITNESS WHEREOF, this Agreement has been executed by each Principal  
26 on the date set forth below:

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29 CITY OF BELLEVUE

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31 City Manager

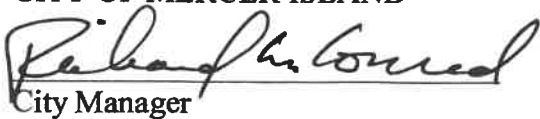
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33 CITY OF KIRKLAND

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35 City Manager

10/19/07  
Date

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38 CITY OF MERCER ISLAND

39   
40 City Manager

10-19-2007  
Date

1 CITY OF BOTHELL

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5 \_\_\_\_\_ Date \_\_\_\_\_  
6 City Manager

7 EASTSIDE FIRE AND RESCUE

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11 \_\_\_\_\_ Date \_\_\_\_\_  
12 Fire Chief

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14 KING AND KITTITAS COUNTIES  
15 FIRE DISTRICT 51

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18

19 Matt Cowan 10-23-07  
20 Fire Chief Date

21  
22 KING COUNTY FIRE DIST 45

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26 \_\_\_\_\_ Date \_\_\_\_\_  
27 Board Chair

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30 City of Snoqualmie

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34 \_\_\_\_\_ Date \_\_\_\_\_  
35 Mayor

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2 CITY OF MEDINA

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City Manager

\_\_\_\_\_ Date

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7 CITY OF CLYDE HILL

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City Manager

\_\_\_\_\_ Date

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13 WOODINVILLE FIRE & LIFE SAFETY

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Fire Chief

\_\_\_\_\_ Date

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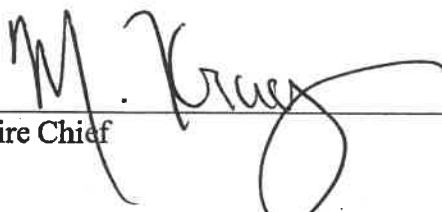
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21 SHORELINE FIRE

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Fire Chief

10/19/2007  
\_\_\_\_\_ Date

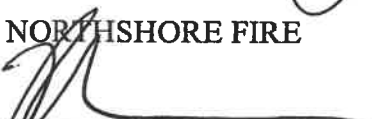
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28 NORTSHORE FIRE

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Fire Chief

10-19-07  
\_\_\_\_\_ Date

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33 KING COUNTY FIRE DIST 27

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37 \_\_\_\_\_  
Board Chair

\_\_\_\_\_ Date

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39 CITY OF BOTHELL

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City Manager

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EASTSIDE FIRE AND RESCUE

*[Handwritten Signature]*

Fire Chief

*10/19/07*

Date

KING AND KITTITAS COUNTIES  
FIRE DISTRICT 51

\_\_\_\_\_  
Fire Chief

\_\_\_\_\_  
Date

KING COUNTY FIRE DIST 45

*John Lambert*  
~~Board Chair~~ Fire Chief

*10-19-07*

Date

City of Snoqualmie

\_\_\_\_\_  
Mayor

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CITY OF MEDINA

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City Manager

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Date

CITY OF CLYDE HILL

\_\_\_\_\_  
City Manager

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Date

WOODINVILLE FIRE & LIFE SAFETY

\_\_\_\_\_  
Fire Chief

\_\_\_\_\_  
Date

SHORELINE FIRE

\_\_\_\_\_  
Fire Chief

\_\_\_\_\_  
Date

NORTHSHORE FIRE

\_\_\_\_\_  
Fire Chief

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Date

KING COUNTY FIRE DIST 27

*Chris J Connor*  
\_\_\_\_\_  
Fire Chief


*10/23/2007*  
\_\_\_\_\_  
Date







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2 City Manager Date  
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CITY OF MERCER ISLAND

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City Manager

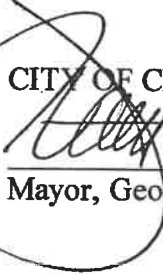
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CITY OF MEDINA

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City Manager

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Date

CITY OF CLYDE HILL

  
\_\_\_\_\_  
Mayor, George S. Martin

10/23/07  
Date

WOODINVILLE FIRE & LIFE SAFETY

\_\_\_\_\_  
Fire Chief

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Date

SHORELINE FIRE

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Fire Chief

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Date

NORTHSHORE FIRE

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Fire Chief

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Date

KING COUNTY FIRE DIST 27

1 CITY OF BOTHELL

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City Manager Robert S. Stowe

Oct. 25, 2007  
Date

EASTSIDE FIRE AND RESCUE

\_\_\_\_\_  
Fire Chief

\_\_\_\_\_  
Date

KING AND KITTITAS COUNTIES  
FIRE DISTRICT 51

\_\_\_\_\_  
Fire Chief

\_\_\_\_\_  
Date

KING COUNTY FIRE DIST 45

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Date

City of Snoqualmie

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

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2 City Manager Date

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6 CITY OF MEDINA

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8 City Manager Date

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11 CITY OF CLYDE HILL

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13 City Manager Date

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17 WOODINVILLE FIRE & LIFE SAFETY

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21 Fire Chief Date 10-25-2007

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35 Fire Chief Date

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37 KING COUNTY FIRE DIST 27

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41 Board Chair Date

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1 CITY OF BOTHELL

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City Manager

\_\_\_\_\_ Date

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7 EASTSIDE FIRE AND RESCUE

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Fire Chief

\_\_\_\_\_ Date

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14 KING AND KITTITAS COUNTIES  
15 FIRE DISTRICT 51

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19 \_\_\_\_\_  
Fire Chief

\_\_\_\_\_ Date

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22 KING COUNTY FIRE DIST 45

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Board Chair

\_\_\_\_\_ Date


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30 City of Snoqualmie

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\_\_\_\_\_ 10/25/07

34 Mayor

Date

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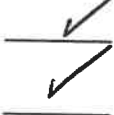
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**EXHIBIT A**

**Initial Election to Receive Emergency Service Communications from NORCOM**

*All Principals shall complete and submit this document to NORCOM upon execution of the Agreement.*

The undersigned, as party to the NORTH EAST KING COUNTY REGIONAL PUBLIC SAFETY COMMUNICATIONS AGENCY INTERLOCAL AGREEMENT DATED AS OF NOVEMBER 1, 2007, (the "Agreement") and a Principal in NORCOM hereby confirms that it elects to receive from NORCOM emergency service communications as defined in the Agreement, for its



Police department/operation


Fire/Emergency Medical Services department/operation

as and when such service becomes available in accordance with the Agreement.

Contact information for the elected department/operation(s) is set forth below

Signed this 18th day of October, 2007.

Principal: City of Bellevue

By:   
Its: City Manager

Contact Information for Served department/operation(s) (Name, Title, Address, Phone and e-mail):

Steve Sarkozy, City Manager  
City of Bellevue  
PO Box 90012  
Bellevue WA 98009-9012  
Ph: (425)452-4225  
e-mail: ssarkozy@bellevuewa.gov

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**EXHIBIT B**  
**2007 NORCOM BUDGET**

**NORCOM Transition Budget**

<b>2007</b>	
Labor Negotiations	\$50,000
Executive Director Search	\$20,000
Executive Director	\$40,000
Technology RFP and contract negotiations	\$100,000
<b>TOTAL</b>	<b>\$210,000</b>

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5**EXHIBIT C****NORCOM 2008 BUDGET**

<b>2008</b>	
Executive Director Salary	\$160,000
Technology Project Manager	\$115,000
CAD, RMS, and Mobile System Administration 3.0 FTE (assumes 6 mos)	\$150,000
Back-Up System Administrator (assumes 6 mos)	\$50,000
Capital Reserve	\$250,000
Facility Modifications	\$100,000
<b>Total 2008</b>	<b>\$825,000</b>



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## EXHIBIT D

### North East King County Regional Public Safety Communication Center Initiative

#### Statement of Operating Value and Principles

*As approved by Steering Committee 9-16-05*

10 The **Core Mission** of the *North East King County Public Safety Communication*  
11 *Agency* is to provide high quality emergency service communications to the  
12 public for emergency medical services, fire and police. We will carry out this  
13 mission by receiving calls for service; dispatching resources in response to such  
14 calls; tracking and coordinating information flow and resources to assist  
15 responders; initiating records for all emergency events; and enhancing  
16 effectiveness, efficiency, coordination and interoperability of emergency service  
17 providers.

18  
19 The **Core Values** of the Agency are:

- 20  
21 1. **Deliver Excellent Service to the Public:** We shall meet all regional and  
22 national standards in the delivery of public safety communications services.  
23 *Be outstanding.*
- 24  
25 2. **Provide a Good Value:** We will provide effective service while using  
26 resources wisely. *Be efficient.*
- 27  
28 3. **Customer Service:** We shall provide the best possible service to the public,  
29 to member and subscriber agencies, and to other public safety service  
30 providers. The Agency shall actively listen to customers, anticipate their  
31 needs, and exceed their expectations. *Be responsive.*
- 32  
33 4. **Participatory Governance:** We will give all participating agencies, whether  
34 principals or subscribers, a meaningful voice in the operating decisions of the  
35 Agency. Agency employees shall be treated with respect and empowered to  
36 contribute to the success of the Agency. We will make decisions by  
37 consensus whenever possible, involving all parties. *Work together.*
- 38  
39 5. **Promote Interagency Collaboration, Communication and**  
40 **Interoperability:** We will operate in ways to enhance and promote these  
41 values by working for the good of everyone, not just those served by our  
42 Agency. We will be good neighbors. *Be open.*
- 43  
44 6. **Consider the Future:** We will continuously identify public and customer  
45 needs and changes in the public safety environment. We will be willing to

1 bring in new partners or assume new responsibilities over time, if doing so is  
2 consistent with the Core Mission. *Be innovative.*

3  
4  
5 **Initial Operating Principles shall be to:**

- 6  
7 A. Operate in a way that is accountable and transparent to the public and  
8 participating agencies.  
9  
10 B. Govern the Agency through a board on which all principals have a voice  
11 and a vote.  
12  
13 C. Make operational decisions primarily through the use of two operational  
14 boards, one for Police, one for Fire / Emergency Medical Services. Both  
15 boards shall meet regularly, together and separately.  
16  
17 D. Seek to understand and address the unique needs of Police, Fire and  
18 EMS agencies as well as the disparate needs of small and large agencies.  
19 We will strive to address these needs equitably in all operating and  
20 financial decisions.  
21  
22 E. Work to attract and retain a high quality workforce. Our workers will be  
23 empowered and trusted to make decisions, trained to have a superb  
24 understanding of the jurisdictions and territories they serve, and highly  
25 trained to understand the needs of the public and all public safety  
26 agencies served by the Agency.  
27  
28 F. Manage peaks in demand and maintain service standards.  
29  
30 G. Employ rigorous quality control and reporting practices.  
31  
32 H. Manage Agency budgets to control or reduce costs.  
33  
34 I. Provide fee stability by minimizing large changes in capital expenditures  
35 and user operating fees from year to year.  
36  
37 J. Adopt fees and charges that encourage effective and efficient use of  
38 agency resources; recognizes both the benefits of access to system  
39 capacity as well as actual system usage; addresses the need for  
40 continuous investment through capital reserves and contingency funds;  
41 and recognizes the different system usage characteristics of police and  
42 fire/EMS agencies.  
43  
44  
45

**Appendix A to Interlocal Agreement**

**User Fee Formulas**

User Fees are to be paid quarterly per Section 12.e of the Agreement, each January 15, April 15, July 15 and October 15. The attached fee formulas derive the total User Fees due in any "Fee Period."

User Fees are calculated and charged separately for each emergency communications service provided; that is, a Principal or Subscriber that has elected to receive Emergency Communications Services from NORCOM for both Police and Fire/EMS agencies will pay one User Fee for service to its Police agency and one User Fee for service to its Fire/EMS agency. A Principal that has elected to receive only police or Fire/EMS Emergency Communications Service from NORCOM only pays a User Fee for the service so received.

The **Transition Period** is the time period beginning on the date which NORCOM has been legally formed until such time as NORCOM begins delivering Emergency Communications Services. User Fee formulas applicable during the Transition Period are defined at **Appendix A-1**.

Once NORCOM begins delivering Emergency Communications Services to Principals and Subscribers (the "**Full Operations Period**") the User Fee formulas shall be as set forth in **Appendix A-2**. *(Note that this means that NORCOM will not start operations for one service in advance of the other: that is, both police and fire agencies will be served by NORCOM beginning on the same date).*

Capitalized terms used in Appendices A-1 and A-2 not otherwise defined have the meaning set forth in the body of the Agreement.

Appendix A-1

User Fees During Transition Period

User Fees for each Principal and Subscriber are charged on the same basis during the Transition Period.

The User Fee formula during each year in the Transition Period (or portion of a year, in the event the Transition Period starts or ends in the middle of a calendar/budget year) shall be as set forth below. See Example 1.

For fire agencies (whether a Principal or a Subscriber):

U = (C(i) ÷ C(f)) x (50% x B) + D

For police agencies (whether a Principal or a Subscriber):

U = (C(i) ÷ C(p)) x (50% x B) + D

Where:

U is the User Fee payable by an individual Principal or Subscriber during the Fee Period.

C(i) is the number of Calls for Service as reported by the dispatching agency for that individual Principal or Subscriber's Charged Operation for the most recent year for which such data is reported.

C(f) is the number of Calls for Service as reported by the dispatching agencies for all Charged Fire/EMS Operations for the most recent year for which such data is reported.

C(p) is the number of Calls for Service as reported by the dispatching agencies for all Charged Police Operations for the most recent year for which such data is reported.

B is the Net Adopted Budget for the Fee Period. In cases where the Fee Period is less than the Adopted Budget Term, unless otherwise specified by the Governing Board in its budget legislation, budgeted costs and revenues for the entire term of the Adopted Budget Term shall be pro-rated equally per day in order to determine the size of the Net Adopted Budget for the Fee Period.

"D" is the amount, if any, owed by each individual Participant in the Fee Period for payment of its allocated share of all approved Borrowing Program Obligation Repayments and Acquired Assets Charges.

1           Upon issuance by a Principal(s) or other entities of any obligations  
 2 pursuant to an approved Borrowing Program per Section 13 of the Agreement, or  
 3 approving the acquisition of assets per Section 14 of the Agreement, the  
 4 Governing Board shall publish the **estimated charges** to be paid either (a) over  
 5 time, or (b) up front, by each Participant as a component of User Fees.  
 6 Estimated charges will be allocated to each Participant **Charged Operation**  
 7 based on the relative **Calls for Service** of that Operation in the current **Fee**  
 8 **Period** as compared to the total **Calls for Service** for all similarly **Charged**  
 9 **Operations**. The Governing Board may determine to allocate a greater  
 10 percentage of total costs to either police or fire/EMS **Charged Operations** group  
 11 based on the benefit received to those agencies from the investment/asset. The  
 12 Governing Board will also publish any terms related to paying estimated charges  
 13 up front or over time (e.g., discounts or interest rates applicable).  
 14

15           The actual amount of “D” in any **Fee Period** will be determined by adding  
 16 the total **Borrowing Obligation Repayment Program** amounts due in the **Fee**  
 17 **Period** together with any amounts due in the **Fee Period** for repayment of  
 18 **Acquired Assets Charges**, and allocating these costs between **Charged**  
 19 **Operations** (police and fire/EMS) as approved by the Governing Board. Each  
 20 Participant’s share of “D” shall be based upon the relative **Calls for Service** for  
 21 the **Fee Period** of a Participant’s **Charged Operation** as compared to the total  
 22 **Calls for Service** of other similar **Charged Operations**.  
 23

24           A Participant may elect to pay down all or a portion of its total estimated  
 25 “D” obligation rather than pay over time. A Participant electing to pay down its  
 26 estimated “D” obligation, however, may owe additional amounts in the future (or  
 27 be entitled to credit against User Fees otherwise payable) associated with a  
 28 **Borrowing Obligation Repayment Program** or **Acquired Asset Charges**  
 29 depending on changes over time in: (1) the number of NORCOM Participants  
 30 participating in repayment of the Borrowing Program or Acquired Asset Charges;  
 31 (2) offsetting contributions toward “D” paid by Subscribers; and (3) changes in  
 32 the relative number of **Calls for Service** of Participants. The Governing Board  
 33 shall determine when to impose or credit such under or overpayments to  
 34 Participants who have paid down their obligation.  
 35

36 **Net Adopted Budget** means the budget approved by the Governing Board after  
 37 action by individual Principals and Subscribers, and applicable in the time period  
 38 for which the **User Fee** is calculated, less (1) **Outside Revenues**, (2) the  
 39 **Borrowing Program Obligation Repayment**, and (3) **Acquired Assets**  
 40 **Charges** repayable in the **Adopted Budget Term**.  
 41

42 **Adopted Budget Term** means the period of time for which the **Net Adopted**  
 43 **Budget** is applicable, typically one or two calendar years depending on whether  
 44 NORCOM has an annual or biennial budget.  
 45

1 **Fee Period** means the period of time for which a **User Fee** is calculated, typically  
 2 for a complete **Adopted Budget Term**. However, different **User Fee** formulas  
 3 apply during the Transition Period, and Full Operations Period. Therefore, the  
 4 **Fee Period** will be the time in which a specific **User Fee** formula is applicable  
 5 within an **Adopted Budget Term**. *For example*, if NORCOM has an annual  
 6 calendar year budget, and goes from the Transitional Period to the Full  
 7 Operations Period on May 1 of that year, the Fee Period for the Transitional  
 8 Period is 4 months, and the Fee Period for the Full Operations Period is 8  
 9 months (the balance of the budget period).

10  
 11 **Call for Service** means any request for service or unit initiated activity resulting  
 12 in creation of a Computer Aided Dispatch (CAD) incident report and interaction  
 13 with dispatch agency personnel. *Provided*, that if a Participant annexes territory  
 14 (or otherwise assumes fire/EMS or police service responsibilities for a larger  
 15 geographic area) resulting in at least a 10% increase in its service population for  
 16 a **Charged Operation**, then for each complete calendar quarter from and after  
 17 the effective date of the annexation **C(i)** (and, correspondingly as appropriate  
 18 **C(f)** and **C(p)**) shall be increased to include the **Calls for Service** in the annexed  
 19 area as reported by the former service provider to the area during the most  
 20 recent year for which such data is available.

21  
 22 **Charged Operation** refers to an individual Principal's or Subscriber's fire or  
 23 police agency/operation being charged under a **User Fee** formula. **Charged**  
 24 **Fire/EMS Operations** or **Charged Police Operations** refers to the combined  
 25 total of *all fire/EMS or police agencies, respectively*, that have elected to receive  
 26 service from NORCOM.

27  
 28 **Borrowing Program Obligation Repayment** is the amount, if any, of principal  
 29 and interest due and owing by NORCOM for the timely repayment during the  
 30 period of borrowing obligations entered into by any and all Principals or other  
 31 entities for or on behalf of NORCOM pursuant to Section 13 of the Agreement. A  
 32 Participant may elect to pay down some or all of its current and future year  
 33 **Borrowing Program Obligation Repayment** charges rather than pay over time.

34  
 35 **Acquired Assets Charges** means the amount, if any, owing by NORCOM for  
 36 the repayment of NORCOM's acquisition of any assets per Section 14 of the  
 37 Agreement. A Participant may elect to pay down some or all of its current and  
 38 future year **Acquired Assets Charges** rather than pay over time.

39  
 40 **Outside Revenues** means revenues received by NORCOM from sources other  
 41 than **User Fees** that may be available from time to time to offset the operating  
 42 and capital costs of NORCOM in an **Adopted Budget Term**. **Outside**  
 43 **Revenues** include by way of example and without limitation monies allocated to  
 44 NORCOM from a countywide "medic one" levy and grants.  
 45

- 1 The Governing Board will determine at the end of each budget term how to apply
- 2 any under- or over-expenditure of budgeted revenues received.

Appendix A-2

User Fee Formula: From and After Point of Initiating Service Delivery to All Principals and Subscribers (Full Operations Period)

User Fees for each Principal and Subscriber are based on different formulas during the Full Operations Period; additionally, there is a distinction between User Fees paid by those initial Principals and Subscribers (see definition of "S" below) and other Principals and Subscribers.

Subscribers User Fees are calculated at 106% of the User Fee that an agency (Police or Fire/EMS) would pay if it were a Principal.

The User Fee formula during each year of the Full Operations Period (or portion of a year, in the event the Full Operations Period starts during a calendar year) shall be as set forth below (See Example 4):

For Fire/EMS agencies that are Principals:

U = [(C(i) ÷ C(f)) x (50% x B)] + S + E + D

For Fire/EMS agencies that are Subscribers:

U = {[(C(i) ÷ C(f)) x (50% x B)] x 106%} + S + E + D

For Police agencies that are Principals:

U = [(C(i) ÷ C(p)) x (50% x B)] + S + E + D

For Police agencies that are Subscribers:

U = {[(C(i) ÷ C(p)) x (50% x B)] x 106%} + S + E + D

Where:

U is the User Fee payable by an individual Principal's or Subscriber's (as applicable) Police or Fire/EMS agency for Emergency Communications Services provided during the Fee Period.

C(i) is the annual average number of Calls for Service of the individual Principal's or Subscriber's Charged Operation (Fire/EMS or Police), determined based on the number of Calls for Service by the Principal's Charged Operation (Fire/EMS or Police) over the two-year historical Call Calculation Period. See Example 3.



1 **C(f)** is the annual average of the total number of **Calls for Service** of all  
 2 **Charged Fire/EMS Operations** for all Principals and Subscribers over the two-  
 3 year **Call Calculation Period**.

4  
 5 **C(p)** is the annual average of the total number of **Calls for Service** of all  
 6 **Charged Police Operations** for all Principals and Subscribers over the two-year  
 7 **Call Calculation Period**.

8  
 9 **B** is the **Net Adopted Budget for the Fee Period**. In cases where the **Fee**  
 10 **Period** is less than the **Adopted Budget Term**, unless otherwise specified by  
 11 the Governing Board in its adopted budget legislation, budgeted costs and  
 12 revenues for the entire term of the **Net Adopted Budget** shall be pro-rated  
 13 equally per day in order to determine the size of the **Adopted Budget for the**  
 14 **Fee Period**.

15  
 16 **S** is the "**Smoothing Rebate**" as calculated in **Exhibit 2** and is a **fixed sum**  
 17 allocated between **Initial Participants** based on their relative Calls for Service  
 18 over the first seven years of the Full Operations Period (the "**Smoothing Term**").  
 19 **Initial Participants** include: (1) all Principals who are initial signatories of the  
 20 Agreement; and (2) any Subscriber entering into a service contract with  
 21 NORCOM within 4 (four) months of the effective date of the Agreement. A  
 22 Principal or Subscriber who is **not** an Initial Principal or Subscriber shall have a  
 23 **Smoothing Rebate** of \$0. An Initial Principal or Subscriber whose status is  
 24 converted (i.e., a Principal that becomes a Subscriber or vice versa) during the  
 25 **Smoothing Term** shall retain its right/obligation to receive/pay the remaining  
 26 **Smoothing Rebate** amounts as originally scheduled. An **Initial Principal** or a  
 27 Subscriber which receives a *reduction* in its User Fees from the Smoothing  
 28 Rebate calculation (i.e., any **Initial Participant** other than the City of Bellevue)  
 29 and which withdraws from the Agreement (or has its receipt of NORCOM  
 30 services terminated by action of the Governing Board) during the **Smoothing**  
 31 **Term** is responsible for the repayment to NORCOM of the sum of all **Smoothing**  
 32 **Rebate** amounts credited to that Participant under the User Fee formula through  
 33 the date of termination or withdrawal, such repayment to be made in full within  
 34 sixty days of the date of termination or withdrawal. *See Examples 2 and 4.*

35  
 36 **E** is the charge applicable to a Principal or Subscriber which has requested (and  
 37 for which the Governing Board has agreed to provide) dedicated staffing and / or  
 38 equipment exceeding the standard operating policy allocation. "**E**" shall be  
 39 calculated to include the costs (including all direct costs and an appropriate  
 40 percentage of reasonably attributable indirect costs incurred by NORCOM) of  
 41 such extra staffing and/or equipment, together with a surcharge of 20% on such  
 42 costs. "**E**" shall be calculated to ensure that all other Participants are held  
 43 harmless from any impact on their **User Fees** as a result of such additional  
 44 staffing and/or equipment. The Governing Board shall determine the application  
 45 of revenues from the 20% surcharge.

46

1    **“D”** is the amount, if any, owed by each individual Participant in the **Fee Period**  
 2    for payment of its allocated share of all approved **Borrowing Program**  
 3    **Obligation Repayments and Acquired Assets Charges.**

4  
 5           Upon issuance by a Principal(s) or other entities of any obligations  
 6    pursuant to an approved Borrowing Program per Section 13 of the Agreement, or  
 7    approving the acquisition of assets per Section 14 of the Agreement, the  
 8    Governing Board shall publish the *estimated charges* to be paid either (a) over  
 9    time, or (b) up front, by each Participant as a component of User Fees.

10   Estimated charges will be allocated to each Participant **Charged Operation**  
 11   based on the relative **Calls for Service** of that Operation in the current **Fee**  
 12   **Period** as compared to the total **Calls for Service** for all similarly **Charged**  
 13   **Operations**. The Governing Board may determine to allocate a greater  
 14   percentage of total costs to either police or fire/EMS **Charged Operations** group  
 15   based on the benefit received to those agencies from the investment/asset. The  
 16   Governing Board will also publish any terms related to paying estimated charges  
 17   up front or over time (e.g., discounts or interest rates applicable).

18  
 19           The actual amount of **“D”** in any **Fee Period** will be determined by adding  
 20   the total **Borrowing Obligation Repayment Program** amounts due in the **Fee**  
 21   **Period** together with any amounts due in the **Fee Period** for repayment of  
 22   **Acquired Assets Charges**, and allocating these costs between **Charged**  
 23   **Operations** (police and fire/EMS) as approved by the Governing Board. Each  
 24   Participant’s share of **“D”** shall be based upon the relative **Calls for Service** for  
 25   the **Fee Period** of a Participant’s **Charged Operation** as compared to the total  
 26   **Calls for Service** of other similar **Charged Operations**.

27  
 28           A Participant may elect to pay down all or a portion of its total estimated  
 29   **“D”** obligation rather than pay over time. A Participant electing to pay down its  
 30   estimated **“D”** obligation, however, may owe additional amounts in the future (or  
 31   be entitled to credit against User Fees otherwise payable) associated with a  
 32   **Borrowing Obligation Repayment Program or Acquired Asset Charges**  
 33   depending on changes over time in: (1) the number of NORCOM Participants  
 34   participating in repayment of the Borrowing Program or Acquired Asset Charges;  
 35   (2) offsetting contributions toward **“D”** paid by Subscribers; and (3) changes in  
 36   the relative number of **Calls for Service** of Participants. The Governing Board  
 37   shall determine when to impose or credit such under or overpayments to  
 38   Participants who have paid down their obligation.

39  
 40   **Net Adopted Budget** means the budget approved by the Governing Board after  
 41   action by all individual Principals and Subscribers, and applicable in the time  
 42   period for which the **User Fee** is calculated, less (1) **Outside Revenues**, (2) the  
 43   **Borrowing Repayment Obligation**, and (3) **Acquired Assets Charges**  
 44   repayable in the **Adopted Budget Term**.

1 **Adopted Budget Term** means the period of time for which the **Net Adopted**  
 2 **Budget** is applicable, typically one or two calendar years depending on whether  
 3 NORCOM has an annual or biennial budget.

4  
 5 **Fee Period** means the period of time for which a **User Fee** is calculated, typically  
 6 for a complete **Adopted Budget Term** of one or two years. However, different  
 7 **User Fee** formulas apply during the Transition Period and Full Operations  
 8 Period. Therefore, the **Fee Period** will be the time in which a specific **User Fee**  
 9 formula is applicable within an Adopted Budget Term. *For example*, if NORCOM  
 10 has an annual calendar year budget and goes from the Transitional Period to the  
 11 Full Operations Period on May 1 of that year, the **Fee Period** for the Transitional  
 12 Period is 4 months, and the **Fee Period** for the Full Operations Period is 8  
 13 months (the balance of the budget period).

14  
 15 **Charged Operation** refers to an individual Principal's or Subscriber's fire/EMS  
 16 agency/operation, being charged under a **User Fee** formula. **Charged Fire/EMS**  
 17 **Operations** or **Charged Police Operations** refers to the combined total of *all*  
 18 *fire/EMS or all police agencies, respectively*, that have elected to receive service  
 19 from NORCOM.

20  
 21 The **Call Calculation Period** is defined as the first calendar quarter of the  
 22 preceding budget year, and the 7 calendar quarters preceding that. (For  
 23 example, in 2007, the calls for service would be based on calls from the first  
 24 quarter of 2006, plus the preceding 7 calendar quarters—all of 2005, and the last  
 25 three quarters of 2004).

26  
 27 **Calls for Service** shall be defined as per **Exhibit 1**, *provided* that until NORCOM  
 28 has been in operation for more than three years, the calculation of the number of  
 29 **Calls for Service** shall be determined in whole or in part (to the extent necessary  
 30 to determine the two-year average number of calls for service) based on the  
 31 number of **Calls for Service** by each **Charged Operation** as reported by the  
 32 records of the dispatch agency previously serving each **Charged Operation**  
 33 consistent with the definition of **Calls for Service** in Appendix A-1. *Provided*  
 34 *further*, that if a Participant annexes territory (or otherwise assumes fire/EMS or  
 35 police service responsibilities for a larger geographic area) resulting in at least a  
 36 10% increase in its service population for a **Charged Operation**, then for each  
 37 complete calendar quarter from and after the effective date of the annexation **C(i)**  
 38 (and, correspondingly as appropriate **C(f)** and **C(p)**) shall be increased to include  
 39 the **Calls for Service** in the annexed area as reported by the former service  
 40 provider to the area during the **Call Calculation Period**. **Calls for Service**  
 41 experienced by the Participant in the annexed area shall be incorporated in the  
 42 **User Fee** calculation as that information becomes available; that is, **C(i)** (and  
 43 **C(f)** and **C(p)** as appropriate) for the annexed area will at first be based entirely  
 44 on the former service provider's experience, but as the Participant provides  
 45 service within the **Call Calculation Period**, the Participant's **Calls for Service** in

1 the annexed area will be used (in part and eventually in whole) for calculating  
2 **C(i)** (and correspondingly as appropriate **C(f)** and **C(p)**).  
3

4 **Borrowing Program Obligation Repayment** is the amount, if any, of principal  
5 and interest due and owing by NORCOM for the repayment of borrowing  
6 obligations entered into by any and all Principals for or on behalf of NORCOM  
7 pursuant to Section 13 of the Agreement. A Participant may elect to pay down  
8 some or all of its allocation of current and future year **Borrowing Program**  
9 **Obligation Repayments** charges rather than pay over time  
10

11 **Acquired Assets Charges** means the amount, if any, owing by NORCOM for  
12 the repayment of NORCOM's acquisition of any assets per Section 14 of the  
13 Agreement. A Participant may elect to pay down some or all of its current and  
14 future year **Acquired Assets Charges** rather than pay over time.  
15

16 **Outside Revenues** means revenues received by NORCOM from sources other  
17 than User Fees that may be available from time to time to offset the operating  
18 and capital costs of NORCOM. **Outside Revenues** include by way of example  
19 and without limitation monies allocated to NORCOM from a countywide "medic  
20 one" levy and grants.  
21

22 The Governing Board will determine at the end of each budget term how to apply  
23 any under- or over-expenditure of budgeted revenues received.  
24  
25  
26  
27  
28  
29  
30

1 **Exhibit 1**

2 **Definition of "Calls for Service"**

3  
4  
5 The purpose of this Exhibit 1 is to define Calls for Service for purposes of  
6 billing/funding calculations and to provide statistical data to user agencies. Per  
7 Appendix A-2, NORCOM will bill each Principal and Subscriber based on the  
8 User Fee formula, which incorporates consideration of Calls for Service as  
9 defined in this Exhibit 1.

10  
11 NORCOM defines a Call for Service for workload analysis and user fee  
12 calculation as any request for service or unit initiated activity resulting in creation  
13 of a Computer Aided Dispatch System (CAD) incident and interaction with  
14 NORCOM personnel, with the exception of the following:

- 15  
16 a. Any mutual aid incident where another NORCOM Participant within the  
17 same classification (police/fire/medic) is dispatched as the primary  
18 responding agency. For example, a police department that responds into  
19 another police department's jurisdiction to provide assistance does not  
20 constitute a Call for Service. However, an incident involving police, fire  
21 and medic units would result in a Call for Service for all three  
22 classifications. In addition, any mutual aid request dispatched to a  
23 location outside the NORCOM service area constitutes a Call for Service  
24 unless the agency has a contractual agreement with the communications  
25 center making the request.
- 26  
27 b. Any incident that is a duplicate of another Call for Service.
- 28  
29 c. Any incident that is cancelled by NORCOM personnel due to an error or  
30 similar internal reasons. This does not include incidents that are cancelled  
31 when the requesting party calls back to cancel the response after the  
32 incident has been entered into CAD.
- 33  
34 d. Routine traffic stops initiated by officers using a mobile data device will not  
35 result in any portion of a Call for Service, unless the circumstances  
36 change requiring dispatcher involvement (ie. warrant arrest, criminal  
37 activity, pursuit, etc.), which would then be categorized as officer initiated  
38 police activity and counted as a full Call for Service.
- 39  
40 e. Any informational broadcast such as an Attempt To Locate (ATL) or Be  
41 On The Look Out (BOLO).
- 42  
43 f. Any informational incident created solely for the purpose of assisting the  
44 dispatcher in tracking unit activity.
- 45  
46

1 If there are significant anomalies in the manner calls have been measured by  
2 different dispatch agencies, those anomalies shall be adjusted in a manner  
3 determined reasonable by the Governing Board in order to develop a fair means  
4 for determining the number of calls across all agencies  
5  
6

**User Fee Examples  
Transition Budget Cost Allocation  
Example 1**

**Assumptions:**

- a. The Fee Period is calendar Year X
- b. No Debt (D = 0)
- c. Principals and Subscribers and Calls for Service per Table 1 below
- d. Adopted Transition Budget for calendar Year X of \$1,210,000
- e. Outside revenues from Capital Federal Grant for purchasing equipment included in budget in amount of \$1.0

**Calculation:**

**B = \$210,000 Net Adopted Budget** to be allocated once Grant is subtracted

For Fire agencies whether Principals or subscriber

**U = (C(i) ÷ C(f)) x (50% x B) + D**

Jurisdiction D: U = (7,800 + 33,500) x (50% x \$210,000)  
 U = .23 x 105,000  
 U = \$24,448

For Police agencies whether Principals or subscriber

**U = (C(i) ÷ C(p)) x (50% x B) + D**

Jurisdiction A: U = (16,000 + 32,000) x (50% x \$210,000)  
 U = .50 x 105,000  
 U = \$52,500

	C(i)	C(i) ÷ C(f) C(i) ÷ C(p)	U	
Principals	Calls for Service	Percentage of Calls for Service	Annual User Fee	Quarterly User Fee
<i>Fire:</i>				
Jurisdiction D	7,800	23.3%	24,448	6,112
Jurisdiction E	6,300	18.8%	19,746	4,937
Jurisdiction F	4,800	14.3%	15,045	3,761
Jurisdiction G	12,400	37.0%	38,866	9,716
Jurisdiction H*	2,200	6.6%	6,896	1,724
C(f)	33,500	100.0%	105,000	26,250
<i>Police:</i>				
Jurisdiction A	16,000	50.0%	\$52,500	\$13,125
Jurisdiction B	4,000	12.5%	13,125	3,281
Jurisdiction C	12,000	37.5%	39,375	9,844
C(p)	32,000	100.0%	105,000	26,250
<b>Total Fire and Police</b>	<b>65,500</b>	<b>100.0%</b>	<b>\$210,000</b>	<b>\$26,250</b>

\* Subscriber

## User Fee Examples Smoothing Rebate Calculation Example 2

1

**Assumptions:**

- a. All Jurisdictions are **Initial Participants**
- b. Full Operations Period - Year 1
- c. **Fee Period** starting March 1, 10 Months ending December 31 (10 months)
- d. Jurisdiction A & D = Bellevue
- e. Smoothing Rebate is a reduction to the User Fees for each agency other than Bellevue - Calculation below.

$$S(Ya) = ((1,150,000 + 12) \times 10) = \$958,333$$

Fire = 70%	670,833
Police = 30%	287,500
<b>Total Smoothing</b>	<b>\$958,333</b>

For Initial Participants who are Fire/EMS agencies: example Jurisdiction E

$$S(i) = (70\% \times S(Ya)) \times (C(i) \div C(sf))$$

$$S(i) = (.70 \times 958,333) \times (6,375 + 26,025)$$

$$S(i) = (670,833) \times .245$$

$$S(i) = (\$164,325)$$

For Initial Participants who are Police agencies: example Jurisdiction B

$$S(i) = (30\% \times S(Ya)) \times (C(i) + C(sp))$$

$$S(i) = (.30 \times 958,333) \times (4,015 + 16,165)$$

$$S(i) = (28,500) \times .248$$

$$S(i) = (\$71,408)$$

For Initial Participants who are Fire/EMS agencies: example Bellevue Fire

$$S(i) = .70 \times 958,333$$

$$S(i) = \$670,833$$

For Initial Participants who are Police agencies: example Bellevue Police

$$S(i) = .30 \times 958,333$$

$$S(i) = \$287,500$$

		C(i)	C(sf) & C(sp)	C(i) + C(f) C(i) + C(p)	S(i)	
<i>Principals</i>	<i>Calls for Service</i>		<i>Smoothing Calls for Service (Less Jurisdiction A &amp; D)</i>	<i>Smoothing Percentage of Calls for Service (Less Jurisdiction A &amp; D)</i>	<i>Fee Period Smoothing Charge/(Rebate)</i>	<i>Quarterly**</i>
<b>Fire:</b>						
Jurisdiction D	7,835				670,833	223,611
Jurisdiction E	6,375		6,375	24.5%	(164,325)	(54,775)
Jurisdiction F	4,850		4,850	18.6%	(125,016)	(41,672)
Jurisdiction G	12,500		12,500	48.0%	(322,206)	(107,402)
Jurisdiction H*	2,300		2,300	8.8%	(59,286)	(19,762)
<b>Total Fire Calls</b>	C(f) 33,860		C(sf) 26,025	100.0%	-	0
<b>Police:</b>						
Jurisdiction A	16,250		-	-	287,500	\$95,833
Jurisdiction B	4,015		4,015	24.8%	(71,408)	(\$23,803)
Jurisdiction C	12,150		12,150	75.2%	(216,092)	(\$72,031)
<b>Total Police Calls</b>	C(p) 32,415		C(sp) 16,165	100.0%	0	0

\* Subscriber

\*\* In this example, User Fees will be payable only 3 times in the 10 month Fee Period (4/15, 7/15, and 10/15), so the total User Fee above would be divided into thirds



**User Fee Examples**  
**Calculation of Annual Average Calls for Service in the Call Calculation Period For Year 4**  
**Example 3**

C(f) = 33,753  
 C(p) = 33,643

Principals	Year 1				Year 2				Year 3		Total Calls over 8 Calendar Qtrs	
	Qtr 1 (not used as part of Call Calculation Period)	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2 thru Qtr 4 Not Part of Calculation		
<b>Fire:</b>												
Jurisdiction D		1,950	2,000	1,900	1,950	1,925	1,975	1,965	1,850		15,515	
Jurisdiction E		1,575	1,525	1,625	1,575	1,550	1,500	1,575	1,600		12,525	
Jurisdiction F		1,200	1,100	1,300	1,200	1,225	1,250	1,275	1,300		9,850	
Jurisdiction G		3,100	3,000	3,300	3,000	3,110	3,200	3,175	3,210		25,095	
Jurisdiction H		550	575	525	550	525	580	600	615		4,520	
<b>Total Fire</b>		8,375	8,200	8,650	8,275	8,335	8,505	8,590	8,575		67,505	
<b>Police:</b>												
Jurisdiction A		4,000	4,100	3,900	4,000	4,250	4,175	4,200	4,350		32,975	
Jurisdiction B		1,000	900	1,100	1,000	1,250	1,110	1,200	1,150		8,710	
Jurisdiction C		3,000	3,500	2,500	3,000	3,300	3,525	3,275	3,500		25,600	
<b>Total Police</b>		8,000	8,500	7,500	8,000	8,800	8,810	8,675	9,000		67,285	
<b>Total Fire &amp; Police</b>		16,375	16,700	16,150	16,275	17,135	17,315	17,265	17,575		134,790	

1  
2

## User Fee Examples Calculation of User Fees in Full Operation Period Example 4

**Assumptions:**

- a. Fee Period = Year 4
- b. Annual Average Calls for service same as Example 3
- c. Smoothing Rebate carried forward two years from Example 2 (two months of S(y<sub>3</sub>) plus 10 months of S(y<sub>4</sub>))
- d. No Debt (D = 0)
- e. No Extras (E = 0)
- f. B = \$5,400,000
- g. Jurisdictions A&D = Bellevue Police and Fire
- h. All jurisdictions are initial participants

**Part 1: Smoothing Rebate Calculation:**

Smoothing Rebate/Charge

$$S(Ya) = ((907,000 + 12) \times 2) + ((757,000 + 12) \times 10) = \$958,333$$

$$S(Ya) = 755,833 + 126,167 = \$882,000$$

For Initial Participants who are Fire/EMS agencies: example Jurisdiction E

$$S(i) = (70\% \times S(Ya)) \times (C(i) + C(sf))$$

$$S(i) = (.70 \times 882,000) \times (6,263 + 25,995)$$

$$S(i) = (617,400) \times .241$$

$$S(i) = (\$148,739)$$

For Initial Participants who are Police agencies: example Jurisdiction B

$$S(i) = (30\% \times S(Ya)) \times (C(i) + C(sp))$$

$$S(i) = (.30 \times 882,000) \times (4,355 + 17,155)$$

$$S(i) = (264,600) \times .254$$

$$S(i) = (\$67,172)$$

For Initial Participants who are Fire/EMS agencies: example Bellevue Fire

$$S(i) = .70 \times 882,000$$

$$S(i) = \$617,400$$

For Initial Participants who are Police agencies: example Bellevue Police

$$S(i) = .30 \times 882,000$$

$$S(i) = \$264,600$$

**SMOOTHING CALCULATION:**

Principals	C(i)	C(sf) & C(sp)	C(i) + C (sf) C(i) + C(sp)	S(i)	Quarterly
	Calls for Service	Smoothing Calls for Service (Less Jurisdiction A & D)	Smoothing Percentage of Calls for Service (Less Jurisdiction A & D)	Fee Period Smoothing Charge / (Rebate)	
<b>Fire: 70%</b>					
Jurisdiction D	15,515	-	-	617,400	154,350
Jurisdiction E	12,525	12,525	24.1%	(148,739)	(37,185)
Jurisdiction F	9,850	9,850	18.9%	(118,972)	(29,243)
Jurisdiction G	25,095	25,095	48.3%	(298,012)	(74,503)
Jurisdiction H*	4,520	4,520	8.7%	(53,677)	(13,419)
	C(f) = 67505	C(sf) = 51990	100.0%	-	0
<b>Police: 30%</b>					
Jurisdiction A	32,975	-	-	264,600	\$66,150
Jurisdiction B	8,710	8,710	25.4%	(67,172)	(16,793)
Jurisdiction C	25,600	25,600	74.6%	(197,428)	(49,357)
	C(p) = 67285	C(sp) = 34310	100.0%	0	0

\* Subscriber

**Example 4**  
**Part 2: USER FEE CALCULATION**

For Fire/EMS agencies that are Principals: example Jurisdiction E

$$U = ((C(i) + C(f)) \times (50\% \times B) + S)$$

$$U = (6,263 + 33,753) \times (50\% \times 5,400,000) + (148,739)$$

$$U = (.186 \times 2,700,000) + (148,739)$$

$$U = 502,200 + (148,739)$$

$$U = 353,461$$

For Fire/EMS agencies that are Subscribers: example Jurisdiction H

$$U = (((C(i) + C(f)) \times (50\% \times B) \times 106\%) + S)$$

$$U = ((2,260 + 33,753) \times (50\% \times 5,400,000) \times 106\%) + (53,677)$$

$$U = (.067 \times 2,700,000) \times 106\% + (53,677)$$

$$U = 180900 \times 106\% + (53,677)$$

$$U = 191,754 + (53,677)$$

$$U = 138,077$$

For Police agencies that are Principals: Jurisdiction B

$$U = (C(i) + C(p)) \times (50\% \times B) + S$$

$$U = (4,355 + 33,643) \times (50\% \times 5,400,000) + (67,172)$$

$$U = (.129 \times 2,700,000) + (67,172)$$

$$U = 348300 + (67,172)$$

$$U = 281,128$$

Principals	C(i) Calls for Service	C(i) + C (f)		Base Fee (C(i) + C(f)) x ( 50% x B)	+ 6%	S(i) Total Allocated Budget (Plus Subscriber Cost)	(U) Total User Fee	Quarterly User Fee
		C(i) + C(p) Percentage of Calls for Service	Year 4 Net Adopted Budget					
<b>Fire:</b>								
Jurisdiction D	7,758	23.0%	620,554			617,400	1,237,954	309,489
Jurisdiction E	6,263	18.6%	500,963			(148,739)	352,224	88,056
Jurisdiction F	4,925	14.6%	393,971			(116,972)	276,999	69,250
Jurisdiction G	12,548	37.2%	1,003,726			(298,012)	705,713	176,428
Jurisdiction H*	2,260	6.7%	180,787	10,847	191,634	(53,677)	137,957	34,489
<b>Total Fire</b>	<b>33,753</b>	<b>100%</b>	<b>2,700,000</b>	<b>10,847</b>	<b>2,710,847</b>	<b>0</b>	<b>2,710,847</b>	<b>677,712</b>
<b>Police:</b>								
Jurisdiction A	16,488	49.0%	1,323,215		1,323,215	264,600	1,587,815	396,954
Jurisdiction B	4,355	12.9%	349,513		349,513	(67,172)	282,341	70,585
Jurisdiction C	12,800	38.0%	1,027,272		1,027,272	(197,428)	829,844	207,461
<b>Total Police</b>	<b>33,643</b>	<b>100%</b>	<b>2,700,000</b>	<b>0</b>	<b>2,700,000</b>	<b>0</b>	<b>2,700,000</b>	<b>675,000</b>

\* Subscriber

Exhibit 2

Smoothing Rebate Calculation

Bellevue will provide a Smoothing Rebate equal to a total fixed amount of \$5,500,000 over the first seven full years of operations of NORCOM. This rebate will be a reduction to the User Fees of Initial Participants other than Bellevue. Correspondingly, Bellevue's total user fees will be increased in each of these seven years by the total annual Smoothing Rebate amount.

For each of the first seven years of the Full Operations Period, the fixed total Smoothing amount is set forth in Table 1. The Year 1 Smoothing Rebate (S (Y1)) is fixed at \$1,150,000. The Smoothing Rebate in Years 2 through 7 is reduced by the percentages shown in Table 1 below in order to allocate the \$5.5 million on a roughly equal declining basis over seven years.

In Table 1, Y1 through Y7 correspond generally to the initial, and then six succeeding 12-month periods of the Full Operations Period. Smoothing Rebate amounts applied in any Fee Period shall be adjusted to account for any partial year Fee Periods (for example, if the Full Operation Period begins in the middle of an Adopted Budget Term) to ensure that each annual Smoothing Rebate amount is allocated over 12 months (thus, a Fee Period may include a portion of the rebate from each of two successive years). See Example 2.

TABLE 1: FIXED ANNUAL SMOOTHING REBATE AMOUNTS	
S(Y1) =	\$1,150,000
S (Y2) =Y1 Smoothing x .943	= \$1,085,000
S (Y3) =Y2 Smoothing x .835	= \$907,000
S (Y4) =Y3 Smoothing x .835	= \$757,000
S (Y5) =Y4 Smoothing x .835	= \$632,000
S (Y6) =Y5 Smoothing x .835	= \$528,000
S (Y7) =Y6 Smoothing x .835	= \$441,000
<b>Total Smooth Rebates to be allocated</b>	<b>= \$5,500,000</b>

Allocation of Smooth Rebates to Initial Participants

- A. **Initial Participants other than the City of Bellevue:** In each of the first seven years of the Full Operations Period, 70% of the fixed Smoothing Rebate amounts in Table 1 will be allocated to Fire/EMS agencies who are Initial Participants, and 30% of the fixed Smoothing Rebate amounts will be allocated to Police Agencies who are Initial Participants.

Each **Initial Participant's Smoothing Rebate** on will be based on its **Calls for Service** as a percentage of all **Calls for Service** for all **Initial Participants** other than Bellevue with similarly **Charged Operations** (i.e., all Police or Fire/EMS agencies other than Bellevue Police or Fire/EMS). The **Smoothing Rebate** will be an amount subtracted from the User Fee otherwise payable by the Initial Participant.

Thus:

For Initial Participants who are Fire/EMS agencies:

$$S(i) = (70\% \times S(Ya)) \times (C(i) \div C(sp))$$

For Initial Participants who are Police agencies:

$$S(i) = (30\% \times S(Ya)) \times (C(i) \div C(sf))$$

Where:

**S(i)** is the amount of **Allocable Smoothing Rebate** to be applied as a reduction to the User Fee of the individual agency in the **Fee Period**.

**S(Ya)** is the fixed total annual amount of **Allocable Smoothing Rebate** to be allocated to Initial Participants other than Bellevue in the **Fee Period**.

**C(i)** is the **Calls for Service** of the individual Initial Participant agency's **Charged Operation** (Fire/EMS or Police), determined based on the number of **Calls for Service** by the Principal's **Charged Operation** (Fire/EMS or Police) over the two-year historical **Call Calculation Period**.

**C(sf)** is the **annual average** of the total number of **Calls for Service** of all **Charged Fire/EMS Operations** for all Principals and Subscribers over the two- year **Call Calculation Period** /ess **Calls for Service** of the City of Bellevue Fire/EMS

**C(sp)** is the **annual average** of the total number of **Calls for Service** of all **Charged Police Operations** for all Principals and Subscribers over the two-year **Call Calculation Period** /ess the **Calls for Service** of the City of Bellevue Police.

**Allocable Smoothing Rebate** means that amount of the **Smoothing Rebate** identified in **Table 1** to be applied over the **Fee Period**, in order to ensure that each annual rebate amount identified for Years 1 through 7 of the Full Operations Period is applied over a full 12 month period. Thus, if the Full Operations Period begins in the middle of an **Adopted Budget Term**, the **Allocable Smoothing Rebate** would include a portion of the

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amount identified for Y1 in **Table 1** for the partial year **Fee Period**, and the next **Fee Period** would include a calculation of **Allocable Smoothing Rebate** from the balance of Y1 and a portion of Y2. See **Example 2**.

**B. Allocation of Smoothing Rebate (Charge) to Bellevue:** For Bellevue, the amount of the **Allocable Smoothing Rebate** will be applied as an *increase* to Bellevue’s User Fees in each of the first seven years of the Full Operations Period, calculated as follows:

For Bellevue Fire/EMS:  $S(i) = 70\% \times S(Ya)$

For Bellevue Police:  $S(i) = 30\% \times S(Ya)$

Where:

**S(i)** is the amount of the user fee *increase* to Bellevue Fire/EMS or Police in the **Fee Period** attributable to the **Allocable Smoothing Rebate**,

**S(Ya)** is the fixed total annual amount of **Allocable Smoothing Rebate** to be allocated to **Initial Participants** other than Bellevue in the **Fee Period**.

**Allocable Smoothing Rebate** is defined above.

**Remittance of Smoothing Rebates Upon Termination/Withdrawal.**

If an Initial Participant other than Bellevue is terminated or withdraws from the Agreement before the end of the Smoothing Period (7 years after beginning of the Full Operations Period), that Participant must remit to NORCOM an amount equal to all Smoothing Rebates received (in the form of User Fee reductions) through the effective date of termination/withdrawal. The remittance must be paid within 60 days of the effective date of termination/withdrawal.

If Bellevue is terminated or withdraws from the Agreement before the end of the Smoothing Period, it must remit to NORCOM an amount equal to the remaining Smoothing Rebate amounts identified in Table 1 that Bellevue has not contributed in the form of higher user fees through the effective date of termination/withdrawal. The remittance must be paid within 60 days of the effective date of termination/withdrawal.





**BUSINESS OF THE CITY COUNCIL  
CITY OF SNOQUALMIE**

**AB24-113  
October 28, 2024  
Consent Agenda**

Item 6.

**AGENDA BILL INFORMATION**

<b>TITLE:</b>	<b>AB24-113:</b> Award a Public Works Contract to Forma Construction Company for Police Station Improvements	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution
	<b>PROPOSED ACTION:</b> Adopt Resolution No. 1698 Awarding a Public Works Contract to Forma Construction Company for Police Station Improvements	

<b>REVIEW:</b>	Department Director	Brian Lynch	Click or tap to enter a date.
	Finance	Janna Walker	10/9/2024
	Legal	David Linehan	Click or tap to enter a date.
	City Administrator	Mike Chambless	Click or tap to enter a date.

<b>DEPARTMENT:</b>	Police		
<b>STAFF:</b>	Gary Horesjsi, Captain		
<b>COMMITTEE:</b>	Parks & Public Works	<b>COMMITTEE DATE:</b> October 22, 2024	
<b>EXHIBITS:</b>	1. AB24-113x1a (Res) 2. AB24-113x1b (Contract)		

<b>AMOUNT OF EXPENDITURE</b>	\$ 164,728
<b>AMOUNT BUDGETED</b>	\$ 345,000
<b>APPROPRIATION REQUESTED</b>	\$ 0

**SUMMARY**

**INTRODUCTION**

This Agenda Bill seeks approval to award a public works contract to Forma Construction Company for Police Station Improvements and authorize the mayor to sign the contract. In order to meet WASPC accreditation standards and current best practices, issues in the original building design need to be resolved. This contract looks to remediate the most pressing concerns identified during the LEMAP review and promotes a higher level of operation and standards for the agency.

The Police Station Improvements was quoted and priced using the pre-bid work as part of the Job Order Contracting. Forma was selected as the contractor to complete the Job. The total price for the improvements total \$164,728.

**BACKGROUND**

The recently adopted City of Snoqualmie 2025-2026 Biennial Budget identifies the need to improve the Police Station. The existing Police Station located at 34825 SE Douglas St, Snoqualmie WA was designed in 1997.



Since the initial design, security standards for Police Stations have evolved and the proposed contract will update the building to meet current security recommendations.

**LEGISLATIVE HISTORY**

Job Order Contracting (JOC) is an Alternative Public Works Contracting Procedure as laid out in Chapter 39.10 of the RCW. The primary objectives of the JOC program are to rapidly engage contractors in the performance of small to medium sized public work projects; to reduce administrative, construction, design, and planning costs; and to develop relationships with contractors to respond to community needs more quickly and efficiently. The JOC provides an effective means of reducing the lead-time and cost for public works projects by eliminating time-consuming, costly aspects of the traditional public works process. According to Mortensen, costs rose 4.9% in the last year, by moving quickly, staff will be able to preserve the buying power of approved funds. The existing spending approval authority is still required for all projects.

The City of Snoqualmie selected Forma Construction as one of the on-call Contractors for the Job Order Contracting Procurement Method in AB23-052 after soliciting bids. Job Order Contracting allows for pre-priced work identified in the Construction Task Catalog with Forma having won a bid with a low adjustment factor of the construction task catalog.

**BUDGET IMPACTS**

Administration recommends approving a JOC with FORMA Construction Company in the amount of \$164,728 for Police Station facility improvements. The Police Station Facility Improvements Project is included within the 2025-2030 Non-Utilities Capital Improvement Plan (CIP) (#310) and as part of the continuing project appropriations specified in the Budget Ordinance (Ordinance No. 1296). The 2025-26 Budget Ordinance appropriates \$345,000 for the Police Station Facility Improvements Project. Nothing has been spent on this project and \$39,660 is encumbered for City employees’ labor related to the project. With the addition of the FORMA Construction Company JOC, the remaining Biennial Budget appropriation is \$140,612, as shown in the table below. Therefore, sufficient appropriation exists within continuing appropriations (Non-Utilities Capital Fund #310) to fund the contract.

**Police Station Facility Improvements Project (#310)**

	Life-of-Project Budget
<b>Beginning Budget</b>	\$ 345,000
<b>Expenditures</b>	\$ -
<b>Outstanding Contract Value (Previously Approved)</b>	\$ -
<b>Estimated Labor Value for the Project (City Employees)</b>	\$ (39,660)
<b>Current Available Budget</b>	\$ 305,340
<b>Value of the Job Order Contract with FORMA (AB24-113)</b>	\$ (164,728)
<b>Available Budget after AB24-113</b>	\$ 140,612

**NEXT STEPS**

Staff recommend awarding a Public Works Contract to Forma Construction Company for Police Station Improvements Project and authorize the mayor to sign.

**PROPOSED ACTION**

Move to Adopt Resolution No. 1698 Awarding a Public Works Contract to Forma Construction Company for Police Station Improvements.

**RESOLUTION NO. 1698**

**A RESOLUTION OF THE CITY COUNCIL OF CITY OF SNOQUALMIE, WASHINGTON DETERMINING THE LOWEST RESPONSIBLE, RESPONSIVE BIDDER, AWARDING A PUBLIC WORKS CONTRACT TO AND AUTHORIZING EXECUTION OF A PUBLIC WORKS CONTRACT WITH FORMA CONSTRUCTION COMPANY FOR THE POLICE STATION IMPROVEMENTS PROJECT.**

**WHEREAS**, pursuant to Ordinance No. 448 as codified in Snoqualmie Municipal Code Section 1.08.010, the City of Snoqualmie has adopted the classification of non-charter code city, retaining the mayor-council plan of government as provided for in Chapter 35A.12 RCW; and

**WHEREAS**, pursuant to RCW 35A.40.210, procedures for any public work or improvement for code cities shall be governed by RCW 35.23.352; and

**WHEREAS**, in June 2023, the City utilized Job Order Contracting for Police Station Improvements Project (“the Project”) for quotation; and

**WHEREAS**, the pre-priced sum of work totaled of \$164,727.76 (including sales tax) from Forma Construction Company; and

**WHEREAS**, City staff has checked references and otherwise determined that Forma Construction Company and Job Order Contracting meets the mandatory bidder responsibility criteria established under RCW 39.10

**WHEREAS**, the Parks and Public Works Director and City Staff recommend award of this contract to Forma Construction Company as the lowest responsive, responsible bidder;

**NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF SNOQUALMIE AS FOLLOWS:**

**Section 1.** Determination of Lowest Responsive, Responsible Bidder. Based on the foregoing recitals, which are hereby incorporated as findings of fact, Forma Construction

Company is the lowest, responsive, responsible bidder for the Police Station Improvements Project.

**Section 2.** Award of Public Works Contract. The contract the Police Station Improvements Project is hereby awarded to Forma Construction Company in accordance with its bid proposal.

**Section 3.** Authorization for Contract Execution. The Mayor is authorized to execute a contract with Forma Construction Company in substantially the form attached hereto as Exhibit A.

**PASSED** by the City Council of the City of Snoqualmie, Washington, this 28<sup>th</sup> day of October 2024.

\_\_\_\_\_  
Katherine Ross, Mayor

Attest:

Approved as to form:

\_\_\_\_\_  
Deana Dean, City Clerk

\_\_\_\_\_  
David Linehan, Interim City Attorney

# City of Snoqualmie

38624 SE River Street, P.O. Box 987  
Snoqualmie, Washington 98065



Item 6.

## Job Order Authorization

Date: 8/26/2024

Job Order Contracting

<b>Project Information</b>	<b>Job Order #:</b>	2024-03F	<b>Location #:</b>
	<b>Project:</b>		
	<b>Job Order Title:</b>	Police Station Evidence Room TI	
	<b>Location:</b>	Police Station 34825 Douglas St Snoqualmie, WA 98065	
<b>Contract Information</b>	<b>Contractor Contract #:</b>	23-051	
	<b>Vendor:</b>	FORMA Construction Company (Olympia) 500 Columbia St NW Suite 201, Olympia, WA 98501	
<b>Project Costs</b>	<b>Construction:</b>	<b>\$144,404.87</b>	
	<b>Construction Sales Tax 8.9%</b>	<b>\$12,852.03</b>	
	<b>Gordian Licensing 1.95%</b>	<b>\$2,815.89</b>	
	<b>Sales Tax on License Fee 8.9%</b>	<b>\$250.61</b>	
	<b>Gordian Fee 3.05%</b>	<b>\$4,404.35</b>	
	<b>Total:</b>	<b>\$164,727.76</b>	
<b>Charge Code</b>			
<b>Schedule</b>	<b>Project Duration:</b>		
	<b>Construction Started:</b>		
	<b>Construction Complete:</b>		

Sign below to approve this Job Order. Mayor and City Administrator to sign if over \$116,155. Parks & Public Works Director to sign if under \$116,155.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parks & Public Works Director

\_\_\_\_\_  
Date

# City of Snoqualmie

38624 SE River Street, P.O. Box 987  
Snoqualmie, Washington 98065



Item 6.

## Final Scope of Work

Date: 8/26/2024

### Job Order Contracting

**To:** **From:** Brian Kazem  
FORMA Construction Company (Olympia)  
500 Columbia St NW Suite 201  
Olympia, WA 98501  
(360) 754-5788  
briank@formacc.com

**Contract No:** 23-051 **Charge Code:**  
**Job Order No:** 2024-03F  
**Job Order Title:** Police Station Evidence Room TI  
**Location:** Police Station  
34825 Douglas St  
Snoqualmie, WA 98065

**Brief Scope of Work:** Close off exterior garage door leading to evidence room with brick and mortar to match existing building exterior. Close off 1 man door and create 1 new man door. Add sink and associated plumbing to area with no plumbing.

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

## PROJECT: Police Station Evidence Room Scope of Work

**Location:** 34825 SE Douglas St, Snoqualmie, WA 98065

**Date:** 8/8/2024

**Description:** Upgrades for SPD vault includes exterior wall infill, demo of existing garage doors, new security access doors, demo and infill of existing doors.

### Contract Documents and Drawings:

- Construction drawings file: 97-057 Police station-Forma Comments date 06122024.pdf
  - Comments added to original 97-057 Police station.pdf

### Description:

Upgrades for SPD vault includes exterior wall infill, demo of existing garage doors, new security access doors, demo and infill of existing doors.

### Contract Documents and Drawings:

- Construction drawings file: 97-057 Police station-Forma Comments date 06122024.pdf
  - Comments added to original 97-057 Police station.pdf

### General information:

- The performance of all work will be in accordance with OSHA and WISHA safety requirements. Work in accordance with applicable construction and buildings codes.
- The project start date will depend on award notice to proceed.
- All construction debris will be cleaned up during construction.
- Material storage shall be at the project site.
- Reasonable amounts of power and water for use by Forma and subcontractors during construction will be provided at no cost.
- Final cleaning of the site to remove any remaining debris or materials shall be accomplished at the conclusion of the project.
- Building permit to be provided by owner.
- All trades must be onsite during their respective inspection.
- Project hours are regular business hours.
- Each trade is responsible for maintaining the integrity of new or existing finishes to remain.
- Each trade is responsible for Daily cleaning of work areas each shift and at completion of work.
- Subcontractor to provide submittals and shop drawings within one week of NTP.
- Subcontractors must provide daily reports to the general contractor. Electronic version preferred.
- This is a prevailing wage job. All subcontractors must file L&I intents and affidavits of wages paid.
- Subcontractor to provide a one-year warranty from the date of substantial completion.
- No job site dumpster to be provided by Forma.
- All subcontractors undergo a background check and are approved before starting their work.

## WORK PLAN

### Demo:

- Demo H.M. frame and door in the hallway. (LOTO required key card access)
- Demo for reuse existing key card access for reuse.
- Uninstall existing casework/ O.H. Cabinets/ counter w/ sink for reinstallation. Store in location per SPD
- Remove existing lockers in garage and Vault for reuse later. Store in location per SPD
- Demo existing garage door and support structure.
- Demo of exterior garage door, frame anchors and miscellaneous components.
- Demo Existing shelves, wire racks and wall mounted items in garage for relocated casework.
- Provide delivery and removal of dumpster.
- Demo/ saw cut new door opening and dispose of CMU grout filled debris

### Plumbing:

- Cut and cap plumbing at existing sink.
- Reinstall sink at Garage- Location TBD
  - Coordinate with casework locations.
  - Provide water connection and line for sink (cold water).
  - Provide Insta-hot for hot water at sink
  - Provide waste/drain line for sink.

### Mechanical:

- Provide and install new range hood @ garage. Insulate per code.
  - Location TBD
- Provide and install duct for new range hood to exterior face.
  - Location and duct route TBD
- Provide and install exterior exhaust vent/ grill, make water tight.
  - Cut new opening for exhaust vent, locate per code.

### Electrical/ Security Low voltage

- LOTO - Cut and cap power to overhead garage door and ceiling light fixtures.
- LOTO – Existing power to hallway door.
- Remove existing key card access and relocate to other side of same door.
- Provide and install power to new security door.
- Provide and install new access card reader.
- Provide and install power to new range hood, Coordinate w/ mechanical.
- *Provide low voltage connection to security panel*
- ***Program key cards access to existing system. (By Owner)***

### Door Hardware:

- Provide and install new security door, hardware and HM frame, match existing door fire rating.
  - Refer to existing door frame tag.
  - **Note:** Door will require security access.

### Casework: (Self Performed)

- Reinstall Casework and Counters to fit, VIF
- Provide additional support and blocking for counters/ casework, as required.

**Finish: (Interior)**

- Provide and install Infill fire rated wall at demoed door/frame at hallway.
  - Match existing stud framing, gwb both sides
  - Provide insulation if needed to match
  - Mud, tape and prep for paint
  - Caulk and seal as required
  - Install Security mesh at inside face of new infill wall
- Patch and repair openings for new water connections, prep for paint.
- Prep, prime and paint (2) Coats on new walls, match existing colors.
- Provide and install new black base to match existing at new exterior wall and infill hallway wall.
- Provide, prep and paint new door and frame to match existing DTM paint.
- Provide metal angle lintel above new door. Bolted to one face of wall

**Exterior Framing and Finish:**

- Provide and install stud framing to match existing infill at garage door.
  - **(Secured same day as Demo, with exterior sheathing and metal mesh).**
- Provide and install sill gasket at bottom of new wall stud framing.
- Provide and install (1) Layer 5/8" Type "X" Exterior Gypsum sheathing at new infill wall.
- Provide and install in batt insulation to match existing.
- Provide and install a compatible air and weather barrier to existing air and weather barrier.
- Provide and install vertical girts for new FCP Siding.
- Provide and install Continuous security mesh at interior side of new infill wall.
- Provide and install (1) layer 5/8" GWB on inside face of new wall, mud and tape.
- Provide and install caulk, seal exterior new wall to be weather tight.
- Provide and install matching FCP siding.
- Patch and prep exterior siding for new paint.
- Provide (1) layer Primer on exterior FCP.
- Provide and paint (2) two coats of Exterior paint to match existing ones.
  - Extent of exterior painted area is in between two existing gutters.
- Provide, prime and paint interior face of new wall (1) layer primer and 2 coats paint to match existing.

**Fence:**

- Provide and install new fencing to match existing.
- New Fencing to be secured and to extend to ceiling.
- Provide and install Posts, anchors and horizontal rails (Bottom, Middle & Top) fence that extends to ceiling.
- Provide and install fencing to match existing to extend to ceiling.
- Provide and install Posts, and horizontal rails (Bottom, Middle & Top)

**Assumptions:**

- **Owner will clear all items and debris from fenced in area at garage and at SPD vault office.**
- Owner to provide Escorts for Security if necessary during construction.
- Owner will provide background **checks in less than 7 business days.**
- Restroom facilities can be used by workers.
- Owner will secure all items in vault, if necessary.
- Owner will allow for dumpster to be stored on-site.



**Special or potential long lead items:**

- \_\_\_ weeks
- \_\_\_ weeks

**Utility outages:**

- Electrical coordination will be required for new security access and range hood.

**Special training / orientation requirements:**

- N/A

**Hours of operation**

- Normal work hours 7:00am - 5:00pm Monday – Friday.

**Schedule issues**

- N/A

**Special security requirements**

- Background checks for all subcontractors will be completed prior to start.

**Milestones**

- N/A

**Hazardous materials**

- Good faith Hazardous Materials survey to provide by owner.



# Price Proposal Detail Package Report

Version: 2.0

Approved 08/26/2024 01:46:57 PM EST

Item 6.

## City of Snoqualmie

38624 SE River Street, P.O. Box 987 Snoqualmie, Washington 98065

**Date:** August 26, 2024  
**JOC Name (Contractor):** FORMA Construction Company (Olympia)  
**Contract Name:** 2023 - FORMA Construction Company - Base  
**Contract Number:** 23-051  
**Job Order Number:** 2024-03F  
**Job Order Title:** Police Station Evidence Room TI  
**Location:** Police Station  
**Cost Proposal Date:** August 26, 2024  
**Proposal Value:** \$144,404.87

Division	Division Totals
01 General Requirements	\$50,686.38
02 Existing Conditions	\$2,468.78
05 Metals	\$15,845.14
06 Wood, Plastics, and Composites	\$6,331.15
07 Thermal And Moisture Protection	\$3,845.70
08 Openings	\$15,515.77
09 Finishes	\$7,445.28
10 Specialties	\$1,384.75
11 Equipment	\$455.98
12 Furnishings	\$729.00
22 Plumbing	\$12,194.78
23 Heating, Ventilating, and Air-Conditioning (HVAC)	\$8,514.49
26 Electrical	\$9,677.53
28 Electronic Safety and Security	\$4,836.84
32 Exterior Improvements	\$4,473.30

**Proposal Total: \$144,404.87**

**The Percentage of Non Pre-Priced on this Proposal: 0.0%**

By signing the Contractor acknowledges that this Job Order is issued under the provisions of the Contract established in response to Contract #23-051 by City of Snoqualmie. The services authorized are within the scope of services set forth in the Contract. All rights and obligations of the parties shall be subject to and governed by the terms and conditions, amendment(s) (if applicable), and the signed contract including any subsequent modifications, are hereby incorporated by reference as if fully set forth herein.

**Washington State Sales Tax ( 9 ): \$12,996.44**



# Price Proposal Detail Package Report

Version: 2.0

Approved 08/26/2024 01:46:57 PM EST

Item 6.

## City of Snoqualmie

38624 SE River Street, P.O. Box 987 Snoqualmie, Washington 98065

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**Total Price of Construction Including WSST:**

**\$157,401.31**



# Price Proposal Detail Package Report

Version: 2.0

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Item 6.

## City of Snoqualmie

38624 SE River Street, P.O. Box 987 Snoqualmie, Washington 98065

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**Contract Name:** 2023 - FORMA Construction Company - Base  
**Contract Number:** 23-051  
**Job Order Number** 2024-03F  
**Job Order Title** Police Station Evidence Room TI  
**Location:** Police Station  
**Cost Proposal Date:** August 26, 2024  
**Proposal Value:** \$144,404.87

Record #	CSI Number	MOD	UOM	Description	Unit Price	Factor	Total
<b>01 - General Requirements</b>							<b>\$50,686.38</b>

1	012216000002		EA	Reimbursable Fees							
	<i>Accepted</i>				<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA		750.00	x	\$1.00	x	1.0000	=	\$750.00
<b>User Note:</b> Electrical Permit											
<b>\$750.00</b>											

2	012216000002		EA	Reimbursable Fees							
	<i>Accepted</i>				<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA		750.00	x	\$1.00	x	1.0000	=	\$750.00
<b>User Note:</b> Plumbing Permit											
<b>\$750.00</b>											

3	012216000002		EA	Reimbursable Fees							
	<i>Accepted</i>				<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA		750.00	x	\$1.00	x	1.0000	=	\$750.00
<b>User Note:</b> Mechanical Permit											
<b>\$750.00</b>											

4	012220000010		HR	Electrician							
	<i>Accepted</i>				<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	HR		32.00	x	\$111.64	x	1.3500	=	\$4,822.85
<b>\$4,822.85</b>											

**User Note:** Actual - Extra electrician will be on site to pull wire, LOTO and run lines and test connections. small works factor



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5	012220000015		HR	Laborer							
	<i>Accepted</i>										
					<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
		Installation	HR		40.00	x	\$68.18	x	1.3500	=	\$3,681.72
											<u>\$3,681.72</u>

**User Note:** Extra laborer needed for Demo of Overhead Garage Door with use of scissor lift. Moving lifting hauling. Saw cutting for new opening with a wet saw to minimize dust, job safety. Small Job Cost Factor

6	012220000015		HR	Laborer							
	<i>Accepted</i>										
					<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
		Installation	HR		8.00	x	\$68.18	x	1.3500	=	\$736.34
											<u>\$736.34</u>

**User Note:** Actual- An extra laborer needed to install new metal Lintel at New Door opening.

7	012220000015		HR	Laborer							
	<i>Accepted</i>										
					<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
		Installation	HR		40.00	x	\$68.18	x	1.3500	=	\$3,681.72
		Demo	HR		54.000000	x	\$0.00	x	1.3500	=	\$0.00
											<u>\$3,681.72</u>

**User Note:** Extra laborer will be used for Interior/ Exterior framing, prepping, cleaning, cutting and Misc. Small Job Cost Factor

8	012220000015		HR	Laborer							
	<i>Accepted</i>										
					<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
		Installation	HR		32.00	x	\$68.18	x	1.3500	=	\$2,945.38
											<u>\$2,945.38</u>

**User Note:** Laborer for Fence Install. Fence is materials only. Need an extra laborer to completed job in two days. most of the work is up high above the existing fence. safety for fire watch during welding. Small Job cost factor

9	012220000027		HR	Plumber							
	<i>Accepted</i>										
					<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
		Installation	HR		54.00	x	\$115.94	x	1.3500	=	\$8,452.03
											<u>\$8,452.03</u>

**User Note:** Extra plumbers for trench drain demo and install, new supply, waste lines for new sink. Due to heavy weight of cast iron piping. Extra laborer to be used for forklift and scissor lift in confined spaces.

10	012220000032		HR	Sheet Metal Worker							
	<i>Accepted</i>										
					<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
		Installation	HR		32.00	x	\$112.51	x	1.3500	=	\$4,860.43



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\$4,860.43

**User Note:** Metal Flashing for overhead exterior louver and overhead duct work

11	012223000053	WK	17' Electric, Scissor Platform Lift							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	WK	1.00	x	\$376.29	x	1.3500	=	\$507.99
										\$507.99

**User Note:** scissor lift for overhead work above an existing fence

12	012223000068	WK	40' Electric, Scissor Platform Lift							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	WK	1.00	x	\$1,188.73	x	1.3500	=	\$1,604.79
										\$1,604.79

**User Note:** For Demo of garage door, overhead structure and exterior framing for new vent

13	012223000068	WK	40' Electric, Scissor Platform Lift							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	WK	2.00	x	\$1,188.73	x	1.3500	=	\$3,209.57
										\$3,209.57

**User Note:** For Mechanical overhead Framing, louver installation and new exterior duct work

14	015616000010	SF	6 Mil, Plastic Sheeting, Applied To Ceilings							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	SF	1,500.00	x	\$0.52	x	1.3500	=	\$1,053.00
										\$1,053.00

**User Note:** Plastic to protect existing materials in Vault and all items that may be in vault at time of construction. Entire vault, Garage area and hallway. Demo work from CMU wall

15	015616000077	LF	38" Wide, 46 Mil Fiberboard, Ram Board® For Temporary Floor Protection							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	LF	200.00	x	\$0.84	x	1.3500	=	\$226.80
										\$226.80

**User Note:** Existing site protection, interiors

16	017113000002	EA	Equipment Delivery, Pickup, Mobilization And Demobilization Using A Rollback Flatbed Truck							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA	2.00	x	\$464.49	x	1.3500	=	\$1,254.12
										\$1,254.12

**User Note:** delivery of Scissor lift



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17	017113000002	EA	Equipment Delivery, Pickup, Mobilization And Demobilization Using A Rollback Flatbed Truck
	<i>Accepted</i>		
			<b>Quantity x Unit Price x Factor = LineTotal</b>
	Installation	EA	1.00 x \$464.49 x 1.3500 = \$627.06
			\$627.06

**User Note:** Mechanical overhead work - Ducting/ Louver/ Anchors and hardware

18	017113000002	EA	Equipment Delivery, Pickup, Mobilization And Demobilization Using A Rollback Flatbed Truck
	<i>Accepted</i>		
			<b>Quantity x Unit Price x Factor = LineTotal</b>
	Installation	EA	10.00 x \$464.49 x 1.3500 = \$6,270.62
			\$6,270.62

**User Note:** Daily move/ demobe due to no storage on site at a police station. For electricians, plumbers, Demolition, Fence and framers. Additional (2) two each at 10 total

19	017113000003	EA	Equipment Delivery, Pickup, Mobilization And Demobilization Using A Tractor Trailer With Up To 53' Bed
	<i>Accepted</i>		
			<b>Quantity x Unit Price x Factor = LineTotal</b>
	Installation	EA	1.00 x \$1,496.40 x 1.3500 = \$2,020.14
			\$2,020.14

**User Note:** For scissor Platform for Demo of overhead garage, supports and exterior framing

20	017419000012	EA	10 CY Dumpster (1.5 Ton) "Construction Debris"
	<i>Accepted</i>		
			<b>Quantity x Unit Price x Factor = LineTotal</b>
	Installation	EA	1.00 x \$629.99 x 1.3500 = \$850.49
			\$850.49

**User Note:** Dumpster for Demolition work. Garage, wall studs, sheathing.

21	017419000012	0001	EA For Each Ton Over Indicated Amount, Add
	<i>Accepted</i>		
			<b>Quantity x Unit Price x Factor = LineTotal</b>
	Installation	EA	2.00 x \$110.00 x 1.3500 = \$297.00
			\$297.00

**User Note:**

22	017419000012	EA	10 CY Dumpster (1.5 Ton) "Construction Debris"
	<i>Accepted</i>		
			<b>Quantity x Unit Price x Factor = LineTotal</b>
	Installation	EA	1.00 x \$629.99 x 1.3500 = \$850.49
			\$850.49

**User Note:** Dumpster for general Debris Non-recyclable

23	017419000039	CYM	Hauling On Paved Roads, Miles Over Initial 15 Miles
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<i>Accepted</i>			<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
	Installation	CYM	360.00	x	\$0.64	x	1.3500	=	\$311.04
									\$311.04

**User Note:** Hauling grouted CMU to Recycling facility in Renton Washington 37 miles.  
To haul 16 CY to a site 37 miles away. 16 X (37-15)= 352

16 miles x 22 CY = 352 CYM.

24	017419000039		CYM		Hauling On Paved Roads, Miles Over Initial 15 Miles				
			<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
	Installation	CYM	200.00	x	\$0.64	x	1.3500	=	\$172.80
									\$172.80

**User Note:** Hauling non-recyclable to facility in Renton Washington 37 miles.  
To haul 16 CY to a site 37 miles away. 16 X (37-15)= 352

**02 - Existing Conditions** **\$2,468.78**

25	024116130020		CCF		Sorting Of Material Debris For Recycling Prior To Hauling Off				
			<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
	Installation	CCF	15.00	x	\$7.55	x	1.3500	=	\$152.89
									\$152.89

**User Note:** Sorting of debris prior to hauling for recycling.  
Interior wall framing and substrates, exterior wall framing and substrates, Garage doors and Misc. items

26	024116130020	<b>0004</b>	CCF		For Up To 500, Add				
			<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
	Installation	CCF	0.00	x	\$2.27	x	1.3500	=	\$0.00
									\$0.00

**User Note:**

27	024119130009		LF		Saw Cut Rod Reinforced Concrete Walls Up To 4" Depth				
			<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
	Installation	LF	30.00	x	\$13.02	x	1.3500	=	\$527.31
									\$527.31

**User Note:** Best fit for cutting a Grout Filled existing 6-8" CMU wall. Saw cut opening for new door

28	024119130009	<b>0031</b>	LF		For Each Additional Pass (Depth To 3"), Add				
			<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
	Installation	LF	50.00	x	\$5.17	x	1.3500	=	\$348.98
									\$348.98

**User Note:**





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29	024119130085	IN	Drill 1" Diameter Core In >12" Concrete						
	<i>Accepted</i>								
		Installation	IN	96.00	x	\$9.09	x	1.3500	= \$1,178.06
									<u>\$1,178.06</u>

**User Note:** 24 cores at min. 4" each

30	024119130361	LF	Clean, Prime And Paint Steel Shelf Angle Or Lintel						
	<i>Accepted</i>								
		Installation	LF	6.00	x	\$5.75	x	1.3500	= \$46.58
									<u>\$46.58</u>

**User Note:** Paint and prep steel lintel at door

31	029055000064	DAY	Wet Or Dry Portable Cleaning Unit For Emergency Clean-up						
	<i>Accepted</i>								
		Installation	DAY	1.00	x	\$159.23	x	1.3500	= \$214.96
									<u>\$214.96</u>

**User Note:** Best Fit Wet Vacuum for cutting of CMU wall

<b>05 - Metals</b>	<b>\$15,845.14</b>
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32	050519000015	EA	1/2" Diameter x 5-1/2" Length, Zinc Plated Steel, Wedge Anchor Expansion Bolt						
	<i>Accepted</i>								
		Installation	EA	6.00	x	\$17.39	x	1.3500	= \$140.86
									<u>\$140.86</u>

**User Note:** Anchor bolts for new overhead Door Sill

33	050519000157	EA	5/16" Bolt Diameter, Zinc Plated Steel, Single Bolt Expansion Anchor						
	<i>Accepted</i>								
		Installation	EA	24.00	x	\$10.42	x	1.3500	= \$337.61
									<u>\$337.61</u>

**User Note:** Bolts for new wood blocking

34	050521000003	EA	Welding Minimum Charge						
	<i>Accepted</i>								
		Installation	EA	8.00	x	\$432.77	x	1.3500	= \$4,673.92
									<u>\$4,673.92</u>

**User Note:** Welding New aluminum post extensions to existing. 3 and 5 to existing posts



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35	050523001164	EA	12-24 x 1-1/4", Hex Washer Head, Teks® 5 Self Drilling Screw
	<i>Accepted</i>		
		<b>Quantity</b>	<b>Unit Price</b>
		<b>x</b>	<b>Factor</b>
		<b>=</b>	<b>LineTotal</b>
	Installation	EA	22.00 x \$3.20 x 1.3500 = \$95.04
			<b>\$95.04</b>

**User Note:** Electrical screws

36	050523001258	LF	1/2" Diameter, 316 Stainless Steel Threaded Rod
	<i>Accepted</i>		
		<b>Quantity</b>	<b>Unit Price</b>
		<b>x</b>	<b>Factor</b>
		<b>=</b>	<b>LineTotal</b>
	Installation	LF	35.00 x \$21.73 x 1.3500 = \$1,026.74
			<b>\$1,026.74</b>

**User Note:** threaded pipe

37	051223000442	LF	5" x 3-1/2" x 5/16" Thick, Plain Steel Angle Iron
	<i>Accepted</i>		
		<b>Quantity</b>	<b>Unit Price</b>
		<b>x</b>	<b>Factor</b>
		<b>=</b>	<b>LineTotal</b>
	Installation	LF	6.00 x \$23.55 x 1.3500 = \$190.76
			<b>\$190.76</b>

**User Note:** Lintel at new door opening

38	051223000442	0031	LF For Galvanized Steel, Add
	<i>Accepted</i>		
		<b>Quantity</b>	<b>Unit Price</b>
		<b>x</b>	<b>Factor</b>
		<b>=</b>	<b>LineTotal</b>
	Installation	LF	0.00 x \$8.66 x 1.3500 = \$0.00
			<b>\$0.00</b>

**User Note:**

39	055213000029	SF	Galvanized Steel, Wire Mesh Or Welded Wire Mesh, Railing Infill Panel
	<i>Accepted</i>		
		<b>Quantity</b>	<b>Unit Price</b>
		<b>x</b>	<b>Factor</b>
		<b>=</b>	<b>LineTotal</b>
	Installation	SF	270.00 x \$15.09 x 1.3500 = \$5,500.31
			<b>\$5,500.31</b>

**User Note:** Best fit for Exterior framed wall opening and interior infill wall. 10'x10' overlap with existing and 12LF by 12' tall  
100+ 144+ 10% waste

40	055969000058	SF	0.207" Thick Wire, 3/4" Spacing, 2.93 LB/SF Woven And Welded Wire Cloth Panels
	<i>Accepted</i>		
		<b>Quantity</b>	<b>Unit Price</b>
		<b>x</b>	<b>Factor</b>
		<b>=</b>	<b>LineTotal</b>
	Installation	SF	100.00 x \$28.74 x 1.3500 = \$3,879.90
			<b>\$3,879.90</b>

**User Note:** Security wall mesh at exterior wall/ interior wall

**06 - Wood, Plastics, and Composites \$6,331.15**



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41	061116000050	LF	2" x 6" Wood Stud Framing, For Partition Walls							
	<i>Accepted</i>									
				<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	LF		20.00	x	\$1.93	x	1.3500	=	\$52.11
	Demo	LF		20.000000	x	\$0.77	x	1.3500	=	\$20.79
										<b>\$72.90</b>

**User Note:** Additional Wood framing for blocking.  
For Demo for new wall vent and selective demo at Garage door

42	061116000062	SF	2" x 6" Wood Wall Framing At 16" On Center							
	<i>Accepted</i>									
				<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	SF		80.00	x	\$2.28	x	1.3500	=	\$246.24
										<b>\$246.24</b>

**User Note:** New Exterior wood wall framing

43	061116000062	<b>0002</b>	SF For Up To 200, Add							
	<i>Accepted</i>									
				<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	SF		120.00	x	\$0.73	x	1.3500	=	\$118.26
										<b>\$118.26</b>

**User Note:**

44	061116000062	SF	2" x 6" Wood Wall Framing At 16" On Center							
	<i>Accepted</i>									
				<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	SF		100.00	x	\$2.28	x	1.3500	=	\$307.80
										<b>\$307.80</b>

**User Note:** Framing Interior Walls

45	061116000074	LF	2" x 6" Pressure Treated Wood Sill							
	<i>Accepted</i>									
				<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	LF		50.00	x	\$3.23	x	1.3500	=	\$218.03
										<b>\$218.03</b>

**User Note:** Framing for Infill walls both interior and exterior

46	061116000135	LF	2" x 8" Pressure Treated Wood Blocking To Wood							
	<i>Accepted</i>									
				<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	LF		4.00	x	\$7.07	x	1.3500	=	\$38.18
										<b>\$38.18</b>

**User Note:** Wd blocking for new sink

47	061116000154	LF	2" x 4" Wood Blocking To Concrete						
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<i>Accepted</i>				<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
	Installation	LF		21.00	x	\$5.57	x	1.3500	=	\$157.91
										\$157.91

**User Note:** Best For woof blocking for relocated Cabinets and countertop

48	061116000236		LF	1" x 12" Poplar Light Framing, Trim And Furring						
	<i>Accepted</i>			<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
	Installation	LF		60.00	x	\$6.86	x	1.3500	=	\$555.66
										\$555.66

**User Note:** Furring strips behind Exterior Hardie Panel Board for drainage

49	061633000012		SF	1/2" Interior BC Plywood Wall Sheathing						
	<i>Accepted</i>			<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
	Installation	SF		100.00	x	\$2.75	x	1.3500	=	\$371.25
	Demo	SF		100.000000	x	\$0.72	x	1.3500	=	\$97.20
										\$468.45

**User Note:** Demo for exterior wall and new mechanical hood vent and new louver installation

50	061633000012	<b>0005</b>	SF	For Exterior CC Grade Plywood, Add						
	<i>Accepted</i>			<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
	Installation	SF		0.00	x	\$0.20	x	1.3500	=	\$0.00
										\$0.00

**User Note:**

51	061633000012		SF	1/2" Interior BC Plywood Wall Sheathing						
	<i>Accepted</i>			<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
	Installation	SF		0.00	x	\$2.75	x	1.3500	=	\$0.00
	Demo	SF		100.000000	x	\$0.72	x	1.3500	=	\$97.20
										\$97.20

**User Note:** Best Fit for Plumbing demo walls for new lines

52	061643000003		SF	5/8" Exterior Gypsum Sheathing (GP Dens-Glass Gold)						
	<i>Accepted</i>			<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
	Installation	SF		100.00	x	\$2.96	x	1.3500	=	\$399.60
										\$399.60

**User Note:** New exterior sheathing at infill wall

53	064113000002		LF	Removal And Reinstallation Of Wood Base Cabinets						
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<i>Accepted</i>			<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
	Installation	LF	21.00	x	\$68.88	x	1.3500	=	\$1,952.75
	Demo	LF	30.000000	x	\$0.00	x	1.3500	=	\$0.00
									\$1,952.75

**User Note:** uninstall/ reinstall Wood cabinets

54	064113000003	LF	Removal And Reinstallation Of Wall Cabinets						
			<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
		Installation	21.00	x	\$59.90	x	1.3500	=	\$1,698.17
		Demo	30.000000	x	\$0.00	x	1.3500	=	\$0.00
									\$1,698.17

**User Note:** Relocation and storage of existing casework

**07 - Thermal And Moisture Protection** **\$3,845.70**

55	072116000015	SF	6-1/4" Thick, Unfaced, R-19 Fiberglass Flexible Insulation						
			<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
		Installation	100.00	x	\$1.80	x	1.3500	=	\$243.00
		Demo	100.000000	x	\$0.42	x	1.3500	=	\$56.70
									\$299.70

**User Note:** New Insulation at New Infill Wall

56	072613000008	CLF	6" Wide Self Adhesive Butyl Sealing Tape						
			<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
		Installation	1.00	x	\$168.88	x	1.3500	=	\$227.99
									\$227.99

**User Note:** air and weather barrier tape for new exterior opening

57	072613000010	CSF	Building Wrap (Tyvek)						
			<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
		Installation	1.00	x	\$69.11	x	1.3500	=	\$93.30
									\$93.30

**User Note:** new air and weather barrier at exterior infill wall.



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58	074646000002	SF	5-1/4" Board with 4" Exposure, 5/16" Thick, Fiber Cement Lap Siding						
	<i>Accepted</i>								
			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	SF	250.00	x	\$5.89	x	1.3500	=	\$1,987.88
	Demo	SF	80.000000	x	\$1.91	x	1.3500	=	\$206.28
									<b>\$2,194.16</b>

**User Note:** exterior FCP to match existing. Selective demo Siding for New Louver and selective demo for Garage door demo

59	078416000027	GAL	Latex Based Intumescent Fire Barrier Sealant (3M CP-25WB+)						
	<i>Accepted</i>								
			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	GAL	1.00	x	\$138.20	x	1.3500	=	\$186.57
									<b>\$186.57</b>

**User Note:** Fire barrier sealant for rated wall assembly infill

60	079123000003	LF	3/8" Polyethylene Or Polyurethane Backer Rod						
	<i>Accepted</i>								
			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	LF	50.00	x	\$1.35	x	1.3500	=	\$91.13
									<b>\$91.13</b>

**User Note:** backer rod for new infill exterior wall

61	079126000012	CLF	1/2" x 6" Neoprene Gasket Closed Cell, Adhesive						
	<i>Accepted</i>								
			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	CLF	0.25	x	\$740.18	x	1.3500	=	\$249.81
									<b>\$249.81</b>

**User Note:** new wall Framing Sill Sealant for new exterior wall and infill wall

62	079213000005	CLF	3/8" x 3/8" Joint, Silicone Sealant And Caulking						
	<i>Accepted</i>								
			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	CLF	1.00	x	\$372.62	x	1.3500	=	\$503.04
									<b>\$503.04</b>

**User Note:** sealant and caulking for new interior exterior walls

<b>08 - Openings</b>	<b>\$15,515.77</b>
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63	080111610002	EA	Up To 1 SI, Patch Small Drill Holes						
	<i>Accepted</i>								
			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	20.00	x	\$17.24	x	1.3500	=	\$465.48
									<b>\$465.48</b>

**User Note:** Misc. patches from Demo work of Overhead Garage and support structure



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64	080513000056		EA	Removal And Reinstallation Of Door							
	<i>Accepted</i>				<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA		1.00	x	\$76.52	x	1.3500	=	\$103.30
		Demo	EA		1.000000	x	\$0.00	x	1.3500	=	\$0.00
											<b>\$103.30</b>

**User Note:** Uninstall and Reinstall door in CMU

65	080513000057		EA	Removal And Reinstallation Of Metal Door Frame							
	<i>Accepted</i>				<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA		1.00	x	\$150.05	x	1.3500	=	\$202.57
											<b>\$202.57</b>

**User Note:** Uninstall and Reinstall door frame in CMU

66	081213130156		EA	3' x >7'-2" Through 9' High, 8-7/8" Through 13" Deep, 16 Gauge, Knock Down Hollow Metal Door Frame							
	<i>Accepted</i>				<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA		1.00	x	\$615.40	x	1.3500	=	\$830.79
											<b>\$830.79</b>

**User Note:** New HM door frame

67	081313130018		EA	3' x 7' x 1-3/4", 20 Gauge, Level 1 Standard Duty, Honeycomb Core, Hollow Metal Door							
	<i>Accepted</i>				<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA		1.00	x	\$763.30	x	1.3500	=	\$1,030.46
											<b>\$1,030.46</b>

**User Note:** New Door Fire Rated

68	081313130018	<b>0028</b>	EA	For Galvanized Steel Door, Add							
	<i>Accepted</i>				<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA		0.00	x	\$131.05	x	1.3500	=	\$0.00
											<b>\$0.00</b>

**User Note:**

69	081313130018	<b>0033</b>	EA	For 20 Minute Fire Rated Door, Add							
	<i>Accepted</i>				<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA		0.00	x	\$27.63	x	1.3500	=	\$0.00
											<b>\$0.00</b>

**User Note:**

70	083323110044		EA	8' x 10', 22 Gauge Galvanized Steel Overhead Coiling Door, Chain Lift						
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<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	0.00	x	\$2,653.92	x	1.3500	=	\$0.00
	Demo	EA	1.000000	x	\$766.19	x	1.3500	=	\$1,034.36
									<b>\$1,034.36</b>

**User Note:** Demo existing garage door

<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
71	087111000094	EA	Bright Chrome Finish, 500 LB Max Door Weight, Top Header Mount, 3/4" Offset Pivot Hinge (Ives 7215 Top)						
	Installation	EA	3.00	x	\$200.53	x	1.3500	=	\$812.15
									<b>\$812.15</b>

**User Note:** New Security Door

<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
72	087111000507	EA	3" Projection, Residential Spring Type, Bright Brass Finish, Steel Wall Stop (Ives 63)						
	Installation	EA	2.00	x	\$9.94	x	1.3500	=	\$26.84
									<b>\$26.84</b>

**User Note:** Door stops for new and existing door

<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
73	087111000514	EA	Satin Chrome Finish, Brass Hinge Pin Door Stop (Ives 70)						
	Installation	EA	3.00	x	\$32.56	x	1.3500	=	\$131.87
									<b>\$131.87</b>

**User Note:** New Security Door

<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
74	087111000682	EA	Top And Bottom Bolt, Constant Latching, Stainless Steel Flush Bolt For Metal Doors (Ives FB51P)						
	Installation	EA	1.00	x	\$254.82	x	1.3500	=	\$344.01
									<b>\$344.01</b>

**User Note:** For new Security door

<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
75	087111001305	EA	12" x 28", 0.050" Thick, Satin Nickel Finish, Stainless Kick Plate						
	Installation	EA	2.00	x	\$201.51	x	1.3500	=	\$544.08
									<b>\$544.08</b>

**User Note:** New Security Door

<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
76	087111002120	EA	3' Push Bar, Fire Rated, Rim Type, Exit Device (Von Duprin Series 98-F/99-F)						





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Installation	EA	1.00	x	\$1,254.79	x	1.3500	=	\$1,693.97
								\$1,693.97

**User Note:** New Security Door and existing door

77	087111002170	EA	Jamb Mounted Concealed Electric Power Transfer (Von Duprin EPT-10)							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	1.00	x	\$652.71	x	1.3500	=	\$881.16	
										\$881.16

**User Note:** New Security Door

78	087111002171	EA	2 Amperes Output Current, 12/24 Volt DC, Power Supply (Von Duprin PS902)							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	1.00	x	\$351.60	x	1.3500	=	\$474.66	
										\$474.66

**User Note:** New Security Door

79	087111002221	EA	Surface Mounted Heavy Duty Door Closer (LCN 4040XP/4041 Series)							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	2.00	x	\$498.65	x	1.3500	=	\$1,346.36	
										\$1,346.36

**User Note:** New Security Door and relocated security door

80	087111002250	EA	Entrance/Office F41 Pre-Assembled Lockset (Corbin Russwin UT5261)							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	1.00	x	\$1,906.84	x	1.3500	=	\$2,574.23	
										\$2,574.23

**User Note:** New Security Door

81	087111002381	EA	12/24 Volt DC, Fail Secure, Dual Monitor Switch, Stainless Steel Body Electric Strike (Von Duprin 6111)							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	1.00	x	\$1,030.70	x	1.3500	=	\$1,391.45	
										\$1,391.45

**User Note:** For new security door

82	087111002437	EA	Two 18 Gauge Wire, Door Frame To Edge Of Door Electrical Power Transfer							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	1.00	x	\$691.08	x	1.3500	=	\$932.96	
										\$932.96



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**User Note:** New door

83	087113000016	EA	Small Format Interchangeable Core (SFIC) Horizontal Tailpiece Rim Cylinder (Schlage 80-116-ICX)
	<i>Accepted</i>		
			<b>Quantity x Unit Price x Factor = LineTotal</b>
	Installation	EA	1.00 x \$94.50 x 1.3500 = \$127.58
			<b>\$127.58</b>

**User Note:** New Security Door

84	089119000002	EA	12" Wide x 12" High Fixed Intake Louver, Galvanized Aluminum
	<i>Accepted</i>		
			<b>Quantity x Unit Price x Factor = LineTotal</b>
	Installation	EA	1.00 x \$420.36 x 1.3500 = \$567.49
			<b>\$567.49</b>

**User Note:** New Metal Exhaust louver for new Range hood

<b>09 - Finishes</b>	<b>\$7,445.28</b>
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85	092313000018	SF	Smooth Finish Two Coats Gypsum Plaster On Walls
	<i>Accepted</i>		
			<b>Quantity x Unit Price x Factor = LineTotal</b>
	Installation	SF	150.00 x \$5.29 x 1.3500 = \$1,071.23
			<b>\$1,071.23</b>

**User Note:** New Exterior wall and interior wall infill & patchwork to existing

86	092313000018	<b>0031</b>	SF For Walls >10' High, Add
	<i>Accepted</i>		
			<b>Quantity x Unit Price x Factor = LineTotal</b>
	Installation	SF	0.00 x \$0.50 x 1.3500 = \$0.00
			<b>\$0.00</b>

**User Note:**

87	092313000018	<b>0044</b>	SF For >100 To 500, Add
	<i>Accepted</i>		
			<b>Quantity x Unit Price x Factor = LineTotal</b>
	Installation	SF	0.00 x \$1.25 x 1.3500 = \$0.00
			<b>\$0.00</b>

**User Note:**

88	096513130007	LF	4" High, 1/8" Thick, Type TP Thermoplastic Rubber Wall Base, All Colors
	<i>Accepted</i>		
			<b>Quantity x Unit Price x Factor = LineTotal</b>
	Installation	LF	25.00 x \$4.32 x 1.3500 = \$145.80
			<b>\$145.80</b>

**User Note:** New infill walls



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89	096513130007		LF	4" High, 1/8" Thick, Type TP Thermoplastic Rubber Wall Base, All Colors						
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	LF	0.00	x	\$4.32	x	1.3500	=	\$0.00
		Demo	LF	30.000000	x	\$1.12	x	1.3500	=	\$45.36
										<u>\$45.36</u>

**User Note:** Demo infill wall base

90	099113000104		SF	1 Coat Primer, Brush Work, Paint Exterior Wood Smooth Siding						
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	SF	1,200.00	x	\$0.94	x	1.3500	=	\$1,522.80
										<u>\$1,522.80</u>

**User Note:** Prime new exterior wall

91	099113000122		SF	2 Coats Paint, Sprayed, Paint Exterior Rough Wood Siding (Shingles, Shakes Or Rough Sawn)						
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	SF	1,200.00	x	\$1.84	x	1.3500	=	\$2,980.80
										<u>\$2,980.80</u>

**User Note:** Paint exterior wall from gutter spout to gutter spout.

92	099113000122	<b>0189</b>	SF	For Oil Based Paint, Add						
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	SF	0.00	x	\$0.13	x	1.3500	=	\$0.00
										<u>\$0.00</u>

**User Note:**

93	099113000122	<b>0198</b>	SF	For Work >15' To 20' Above Floor, Add						
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	SF	0.00	x	\$0.16	x	1.3500	=	\$0.00
										<u>\$0.00</u>

**User Note:**

94	099113000122	<b>0207</b>	SF	For >250 To 500, Add						
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	SF	0.00	x	\$0.20	x	1.3500	=	\$0.00
										<u>\$0.00</u>

**User Note:**

95	099123000063		SF	1 Coat Primer, Brush Work, Paint Interior Plaster/Drywall Walls				
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<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	SF	300.00	x	\$0.74	x	1.3500	=	\$299.70
									\$299.70

**User Note:** Primer for new infill wall interior both sides and new exterior framed wall

<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
96	099123000069	SF	2 Coats Paint, Brush/Roller Work, Paint Interior Plaster/Drywall Walls						
	Installation	SF	300.00	x	\$1.20	x	1.3500	=	\$486.00
									\$486.00

**User Note:** New infill wall interior both sides and new exterior framed wall

<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
97	099123000252	LF	1 Coat Primer, Brush/Roller Work, Paint Interior Metal Door Frame And Trim						
	Installation	LF	60.00	x	\$0.93	x	1.3500	=	\$75.33
	Demo	LF	40.000000	x	\$0.00	x	1.3500	=	\$0.00
									\$75.33

**User Note:** (2) Frame for new and relocated interior door

<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
98	099123000254	LF	2 Coats Paint, Brush/Roller Work, Paint Interior Metal Door Frame And Trim						
	Installation	LF	60.00	x	\$1.99	x	1.3500	=	\$161.19
									\$161.19

**User Note:** (2) paint new and existing door

<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
99	099123000259	EA	1 Coat Primer, Brush/Roller Work, Both Faces, Paint Interior Metal Door						
	Installation	EA	2.00	x	\$85.92	x	1.3500	=	\$231.98
									\$231.98

**User Note:** Primer for (2) New and existing door

<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
100	099123000261	EA	2 Coats Paint, Brush/Roller Work, Both Faces, Paint Interior Metal Door						
	Installation	EA	2.00	x	\$157.44	x	1.3500	=	\$425.09
									\$425.09

**User Note:** (2) New and existing door

<b>10 - Specialties</b>	<b>\$1,384.75</b>
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Item 6.

## City of Snoqualmie

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101	10014000007	EA	Recharge 20 LB Carbon Dioxide Portable Fire Extinguisher						
	<i>Accepted</i>								
		Installation	EA	2.00	x	\$25.74	x	1.3500	= \$69.50
									<u>\$69.50</u>

**User Note:** Fire extinguisher for on site welding

102	102623130149	EA	1/2" Copper Pipe, Hugger Hanger						
	<i>Accepted</i>								
		Installation	EA	22.00	x	\$10.00	x	1.3500	= \$297.00
									<u>\$297.00</u>

**User Note:** For 100 LF

103	102623130150	EA	3/4" Copper Pipe, Hugger Hanger						
	<i>Accepted</i>								
		Installation	EA	14.00	x	\$12.44	x	1.3500	= \$235.12
									<u>\$235.12</u>

**User Note:** for 60 LF

104	102623130151	EA	1" Copper Pipe, Hugger Hanger						
	<i>Accepted</i>								
		Installation	EA	9.00	x	\$14.49	x	1.3500	= \$176.05
									<u>\$176.05</u>

**User Note:** For 40 LF

105	102623130154	EA	2" Copper Pipe, Hugger Hanger						
	<i>Accepted</i>								
		Installation	EA	9.00	x	\$21.17	x	1.3500	= \$257.22
									<u>\$257.22</u>

**User Note:** For 50 LF

106	105113000009	EA	12" x 12" x 72" Single Tier Institutional Or Corridor Locker						
	<i>Accepted</i>								
		Installation	EA	4.00	x	\$57.59	x	1.3500	= \$310.99
		Demo	EA	1.000000	x	\$28.79	x	1.3500	= \$38.87
									<u>\$349.86</u>

**User Note:** remove and reinstall existing locker 48" wide

<b>11 - Equipment</b>	<b>\$455.98</b>
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## City of Snoqualmie

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107	113013130015		EA	30" Venting Range Hood (Broan 40000)							
	<i>Accepted</i>										
					<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA		1.00	x	\$234.57	x	1.3500	=	\$316.67
											<u>\$316.67</u>

**User Note:** Best fit new range hood

108	113013130015	0021	EA	For Stainless Steel, Add							
	<i>Accepted</i>										
					<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA		0.00	x	\$19.71	x	1.3500	=	\$0.00
											<u>\$0.00</u>

**User Note:**

109	113013130095		EA	Removal And Reinstallation Of Range Hood							
	<i>Accepted</i>										
					<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA		1.00	x	\$103.19	x	1.3500	=	\$139.31
											<u>\$139.31</u>

**User Note:** Removal of existing range hood

<b>12 - Furnishings</b>	<b>\$729.00</b>
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110	123661160005		SF	1/2" Thick, Solid Color, Solid Surface Countertop With 4" Backsplash							
	<i>Accepted</i>										
					<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	SF		12.00	x	\$36.00	x	1.3500	=	\$583.20
		Demo	SF		12.000000	x	\$9.00	x	1.3500	=	\$145.80
											<u>\$729.00</u>

**User Note:** Best fit - Demo and reinstall Countertop

<b>22 - Plumbing</b>	<b>\$12,194.78</b>
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111	220719000180		LF	8" Diameter Pipe, 2" Thick Foamglas Insulation							
	<i>Accepted</i>										
					<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	LF		25.00	x	\$53.48	x	1.3500	=	\$1,804.95
											<u>\$1,804.95</u>

**User Note:** Insulation for Ductwork



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112	221116000374		LF	3/4" Hard Drawn Type L Copper Tube/Pipe						
	<i>Accepted</i>									
			Installation	LF	60.00	x	\$8.11	x	1.3500	= \$656.91
										<u>\$656.91</u>

**User Note:** For plumbing lines

113	221116000375		LF	1" Hard Drawn Type L Copper Tube/Pipe						
	<i>Accepted</i>									
			Installation	LF	40.00	x	\$10.27	x	1.3500	= \$554.58
										<u>\$554.58</u>

**User Note:** For a new sink and new water supply lines from an existing line.

114	221116000375	<b>0085</b>	LF	For Up To 20, Add						
	<i>Accepted</i>									
			Installation	LF	0.00	x	\$1.15	x	1.3500	= \$0.00
										<u>\$0.00</u>

**User Note:**

115	221116000425		LF	1/4" Soft Drawn Type K Copper Tube						
	<i>Accepted</i>									
			Installation	LF	100.00	x	\$5.73	x	1.3500	= \$773.55
										<u>\$773.55</u>

**User Note:** Plumbing lines

116	221116000441		EA	3/4" 90 Degree Copper Elbow						
	<i>Accepted</i>									
			Installation	EA	3.00	x	\$51.22	x	1.3500	= \$207.44
										<u>\$207.44</u>

**User Note:** For plumbing connections

117	221116000442		EA	1" 90 Degree Copper Elbow						
	<i>Accepted</i>									
			Installation	EA	5.00	x	\$65.12	x	1.3500	= \$439.56
										<u>\$439.56</u>

**User Note:** For plumbing connections

118	221116000463		EA	1" Reducing 90 Degree Copper Elbow						
	<i>Accepted</i>									



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Installation	EA	4.00	x	\$72.13	x	1.3500	=	\$389.50
								\$389.50

**User Note:** For plumbing connections

119	221116000510	EA	1/4" Copper Coupling							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	12.00	x	\$24.28	x	1.3500	=	\$393.34	
								\$393.34		

**User Note:** Plumbing Copper Coupling

120	221116000527	EA	3/4" Reducing Copper Coupling							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	7.00	x	\$46.61	x	1.3500	=	\$440.46	
								\$440.46		

**User Note:** For plumbing connections

121	221116000746	EA	Up To 1/2", Cut And Prepare Existing In Place Copper Pipe							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	46.00	x	\$11.73	x	1.3500	=	\$728.43	
								\$728.43		

**User Note:** Prep Existing and New Copper connections for 1/2" copper pipes for both hot and cold water lines, (100LF + (12) Couplings)

122	221116000747	EA	3/4", Cut And Prepare Existing In Place Copper Pipe							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	34.00	x	\$12.68	x	1.3500	=	\$582.01	
								\$582.01		

**User Note:** Prep Existing and New Copper connections. (60 LF + (3) 90 degree elbows + (7) reducer Coupling)

123	221116000748	EA	1", Cut And Prepare Existing In Place Copper Pipe							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	28.00	x	\$14.26	x	1.3500	=	\$539.03	
								\$539.03		

**User Note:** Prep Existing and New Copper connections for both hot and cold water lines (40 KLF + (5) 90 degree elbows + (4) Reducing elbows)

124	221116000751	EA	2", Cut And Prepare Existing In Place Copper Pipe							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	20.00	x	\$17.43	x	1.3500	=	\$470.61	





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\$470.61

**User Note:** Prep Existing and New Copper connections for both hot and cold water lines. (50 LF + (4) elbows)

125	221316000271	LF	2" No Hub Cast Iron Pipe							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	LF	50.00	x	\$18.84	x	1.3500	=	\$1,271.70
										\$1,271.70

**User Note:** For plumbing lines

126	221316000291	EA	2" No Hub Cast Iron Short Sweep							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA	4.00	x	\$64.16	x	1.3500	=	\$346.46
		Demo	EA	3.000000	x	\$30.68	x	1.3500	=	\$124.25
										\$470.71

**User Note:** For plumbing connections

127	221316000468	EA	2" No Hub Coupling							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA	15.00	x	\$18.04	x	1.3500	=	\$365.31
										\$365.31

**User Note:** For plumbing

128	224216160035	EA	24" x 21" Enameled Cast Iron Single Laundry Sink, Floor Mounted With Metal Stand (Eljer 222-2210)							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA	1.00	x	\$1,009.21	x	1.3500	=	\$1,362.43
		Demo	EA	1.000000	x	\$115.62	x	1.3500	=	\$156.09
										\$1,518.52

**User Note:** new utility sink

129	224216160065	EA	Removal And Reinstallation Of Wall Hung Service Sink With Faucet							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA	1.00	x	\$435.68	x	1.3500	=	\$588.17
		Demo	EA	1.000000	x	\$0.00	x	1.3500	=	\$0.00
										\$588.17

**User Note:** Demo Existing sink/ Install one new sink

**23 - Heating, Ventilating, and Air-Conditioning (HVAC) \$8,514.49**



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130	230529000004		EA	1/2" Steel Clevis Hanger (Cooper B-Line B3100)							
	<i>Accepted</i>										
					<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA		4.00	x	\$21.04	x	1.3500	=	\$113.62
											<u>\$113.62</u>

**User Note:** New Mechanical lines

131	230529000004	<b>0446</b>	EA	For Work In Restricted Working Space, Add							
	<i>Accepted</i>										
					<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA		0.00	x	\$5.83	x	1.3500	=	\$0.00
											<u>\$0.00</u>

**User Note:**

132	230529000016		EA	8" Steel Clevis Hanger (Cooper B-Line B3100)							
	<i>Accepted</i>										
					<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA		10.00	x	\$71.45	x	1.3500	=	\$964.58
											<u>\$964.58</u>

**User Note:** Hangers for new Range Hood Duct work

133	230529000084		EA	1/2" Adjustable Swivel Steel Ring (Cooper B-Line B3170)							
	<i>Accepted</i>										
					<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA		14.00	x	\$22.54	x	1.3500	=	\$426.01
											<u>\$426.01</u>

**User Note:** Plumbing Hanger

134	230529000085		EA	3/4" Adjustable Swivel Steel Ring (Cooper B-Line B3170)							
	<i>Accepted</i>										
					<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA		8.00	x	\$23.76	x	1.3500	=	\$256.61
											<u>\$256.61</u>

**User Note:** Hangers for mechanical

135	230529000089		EA	2" Adjustable Swivel Steel Ring (Cooper B-Line B3170)							
	<i>Accepted</i>										
					<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA		14.00	x	\$32.07	x	1.3500	=	\$606.12
											<u>\$606.12</u>

**User Note:** Hangers for mechanical

136	230529000089	<b>0446</b>	EA	For Work In Restricted Working Space, Add							
	<i>Accepted</i>										
					<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>



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Installation	EA	0.00	x	\$9.27	x	1.3500	=	\$0.00
								\$0.00

**User Note:**

137	230529000598	LF	3/4" Diameter, Plain Finish Steel, Low Carbon Threaded Rod						
	<i>Accepted</i>		<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	LF	25.00	x	\$9.71	x	1.3500	=	\$327.71
								\$327.71	

**User Note:** Mechanical Threaded rods for hangers

138	230593000016	EA	Balancing HVAC Duct System, Ceiling Height >12' Supply, Return, Exhaust, Register And Diffuser						
	<i>Accepted</i>		<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	1.00	x	\$142.37	x	1.3500	=	\$192.20
								\$192.20	

**User Note:** Balancing new range hood

139	230719000079	LF	8" Diameter Pipe, 3" Thick Calcium Silicate Insulation						
	<i>Accepted</i>		<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	LF	33.00	x	\$60.84	x	1.3500	=	\$2,710.42
								\$2,710.42	

**User Note:** Insulation for new range hood ducting

140	233113160031	EA	8" Diameter, 26 Gauge, 2" WG And Less (Class C), Galvanized Sheet Metal Round And Flat-Oval 90 Degree Elbow						
	<i>Accepted</i>		<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	4.00	x	\$57.53	x	1.3500	=	\$310.66
								\$310.66	

**User Note:** Metal range hood ducting elbows

141	233113160078	LF	8" Diameter, 26 Gauge, 2" WG And Less (Class C), Slip Joint, Galvanized, Spiral Duct						
	<i>Accepted</i>		<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	LF	33.00	x	\$15.01	x	1.3500	=	\$668.70
								\$668.70	

**User Note:** New range hood Ducting. Location TBD

142	233113190031	EA	12" x 4" x 7" Register Boot, Universal, Galvanized Steel						
	<i>Accepted</i>		<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	2.00	x	\$47.81	x	1.3500	=	\$129.09
								\$129.09	



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**User Note:** Mechanical Louver Duct boot

143	233116160195	EA	6" Fiber Reinforced Plastic Damper							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA	1.00	x	\$551.87	x	1.3500	=	\$745.02
										\$745.02

**User Note:** Damper for New mechanical Range Hood

144	235116000320	EA	6" Round Flue/Vent, 90 Degree Elbow, Stainless Steel Flue/Vent Pipe							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA	4.00	x	\$196.99	x	1.3500	=	\$1,063.75
										\$1,063.75

**User Note:** Elbow for duct work for new range hood

<b>26 - Electrical</b>	<b>\$9,677.53</b>
------------------------	-------------------

145	260120910002	EA	Lock Out/Tag Out Local Disconnect							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA	2.00	x	\$40.54	x	1.3500	=	\$109.46
										\$109.46

**User Note:** For Exterior Demo and Key card work

146	260120910005	EA	Lock Out Tags							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	EA	2.00	x	\$4.63	x	1.3500	=	\$12.50
										\$12.50

**User Note:** For Exterior Demo and Key card Work

147	260519160125	MLF	#12 AWG, Type THHN-THWN, 600 Volt, Underground Feeder And Branch Circuits, Single Stranded Copper Cable							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	MLF	1.00	x	\$822.72	x	1.3500	=	\$1,110.67
										\$1,110.67

**User Note:** Electrical #12 thhn wiring

148	260519160439	MLF	2 Conductor #18 AWG, Stranded, Type TC Control Cable							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
		Installation	MLF	1.00	x	\$1,028.95	x	1.3500	=	\$1,389.08
										\$1,389.08

**User Note:** Wiring for New Key Card and Existing one being that is being relocated. Wiring to existing security panel in another room



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Item 6.

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149	260529000169		EA	1", One Hole Steel Conduit Strap						
	<i>Accepted</i>									
			Installation	EA	5.00	x	\$4.42	x	1.3500	= \$29.84
										<u>\$29.84</u>

**User Note:** Electrical 1 Hole Conduit strap

150	260529000169	<b>0108</b>	EA	For Work In Restricted Working Space, Add						
	<i>Accepted</i>									
			Installation	EA	0.00	x	\$1.08	x	1.3500	= \$0.00
										<u>\$0.00</u>

**User Note:**

151	260529000169	<b>0109</b>	EA	For Installation On Concrete (Includes Drilling And Fastener), Add						
	<i>Accepted</i>									
			Installation	EA	0.00	x	\$1.00	x	1.3500	= \$0.00
										<u>\$0.00</u>

**User Note:**

152	260533130005		CLF	1/2" Electrical Metallic Tubing (EMT) Conduit Assembly With 4 #12 Copper THHN And 1 #12 Copper Insulated Grounding Conductor						
	<i>Accepted</i>									
			Installation	CLF	3.00	x	\$1,038.14	x	1.3500	= \$4,204.47
										<u>\$4,204.47</u>

**User Note:** Tubing for new key card and existing key card to an existing security panel

153	260533130611		EA	1/2" Electrical Metallic Tubing (EMT) Set Screw Coupling						
	<i>Accepted</i>									
			Installation	EA	90.00	x	\$5.38	x	1.3500	= \$653.67
										<u>\$653.67</u>

**User Note:** Coupling for 300 LF, 60 lf flexible conduit 45 elbows

154	260533132370		LF	1/2" Flexible Metallic Conduit						
	<i>Accepted</i>									
			Installation	LF	15.00	x	\$4.11	x	1.3500	= \$83.23
										<u>\$83.23</u>

**User Note:** Electrical flexible alum Conduit

155	260533132455		EA	1/2" Flexible Steel To Electrical Metallic Tubing (EMT) Coupling						
	<i>Accepted</i>									



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Installation	EA	45.00	x	\$11.98	x	1.3500	=	\$727.79
								\$727.79

**User Note:** Electrical Steel Conduit

156	260533132467	EA	1/2" Flexible 90 Degree Connector, Die Cast							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	12.00	x	\$9.62	x	1.3500	=	\$155.84	
									\$155.84	

**User Note:** Electrical Squeeze Connector

157	260533132467	<b>0065</b>	EA	For Work In Restricted Working Space, Add						
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	0.00	x	\$2.37	x	1.3500	=	\$0.00	
									\$0.00	

**User Note:**

158	260533160014	EA	1/2" Depth, 2 Gang, 4" Square Steel Mud Ring							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	3.00	x	\$14.60	x	1.3500	=	\$59.13	
									\$59.13	

**User Note:** Electrical plaster ring box

159	260533160037	EA	2-1/8" Depth, 4-11/16" Square Steel Box							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	3.00	x	\$41.87	x	1.3500	=	\$169.57	
									\$169.57	

**User Note:** Electrical Conduit box

160	260533160059	EA	One Toggle Switch And One Duplex Receptacle, 4-11/16" Square Steel Exposed Work Cover							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	1.00	x	\$29.93	x	1.3500	=	\$40.41	
									\$40.41	

**User Note:** Electrical toggle switch and cover

161	260533160066	EA	Single Box Bracket, One 4" Or 4-11/16" Square Box							
	<i>Accepted</i>			<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	4.00	x	\$14.77	x	1.3500	=	\$79.76	
									\$79.76	



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**User Note:** Electrical Square Mounting Bracket

162	260533160112	EA	1-7/8" Deep, 4" x 2" Steel Handy Box						
	<i>Accepted</i>		<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	1.00	x	\$32.83	x	1.3500	=	\$44.32
									<u>\$44.32</u>

**User Note:** Electrical box

163	260533160316	EA	20 Amperes, Duplex Receptacles (Wiremold 68REC-25)						
	<i>Accepted</i>		<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	1.00	x	\$153.44	x	1.3500	=	\$207.14
									<u>\$207.14</u>

**User Note:** For new Overhead Range hood

164	260533230311	EA	Circuit Breaker Housing (Wiremold #6046KD)						
	<i>Accepted</i>		<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	1.00	x	\$152.54	x	1.3500	=	\$205.93
									<u>\$205.93</u>

**User Note:** For new Overhead Range hood

165	260533230433	EA	Toggle Switch Cover Plate (Wiremold #ALA-N)						
	<i>Accepted</i>		<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	1.00	x	\$19.38	x	1.3500	=	\$26.16
									<u>\$26.16</u>

**User Note:** Electrical toggle switch cover

166	262419000866	EA	15 To 30 Amperes, 1 Pole, Bolt-On Branch Circuit Breaker						
	<i>Accepted</i>		<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	1.00	x	\$22.49	x	1.3500	=	\$30.36
									<u>\$30.36</u>

**User Note:** For new Overhead Range hood

167	262716000071	EA	12" x 12" x 8" Screw Cover, Galvanized Steel NEMA 1 Enclosure						
	<i>Accepted</i>		<b>Quantity</b>	<b>x</b>	<b>Unit Price</b>	<b>x</b>	<b>Factor</b>	<b>=</b>	<b>LineTotal</b>
	Installation	EA	1.00	x	\$169.01	x	1.3500	=	\$228.16
									<u>\$228.16</u>

**User Note:** Electrical 12x12 NEMA 1

168	262726000161	EA	15 Amperes, 120 Volt, Ivory Toggle, Lighted In Off Position, Lighted Toggle Switch					
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<i>Accepted</i>			<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
	Installation	EA	1.00	x	\$81.51	x	1.3500	=	\$110.04
									\$110.04

**User Note:** electrical toggle switch

**28 - Electronic Safety and Security** **\$4,836.84**

169	281611000055	EA	HID Proximity Card Reader, Exterior Stand Alone Access Controls						
	<i>Accepted</i>		<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
	Installation	EA	2.00	x	\$1,735.22	x	1.3500	=	\$4,685.09
	Demo	EA	1.000000	x	\$112.41	x	1.3500	=	\$151.75
									\$4,836.84

**User Note:** Demo Existing, Relocate existing, Install new key card

**32 - Exterior Improvements** **\$4,473.30**

170	321540000002	CY	Gravel Surfacing And Spreading						
	<i>Accepted</i>		<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
	Installation	CY	15.00	x	\$85.33	x	1.3500	=	\$1,727.93
									\$1,727.93

**User Note:** Gravel for new trench drain sub grading

171	323113130091	LF	3" Outside Diameter Galvanized Steel Post, 11' To 15' In Length						
	<i>Accepted</i>		<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
	Installation	LF	3.00	x	\$22.67	x	1.3500	=	\$91.81
									\$91.81

**User Note:** Three new posts welded to existing to ceiling

172	323113130166	LF	1-5/8" Galvanized Steel Rail, 0.085" Wall Thickness, Tie Wires And Fittings						
	<i>Accepted</i>		<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
	Installation	LF	80.00	x	\$8.19	x	1.3500	=	\$884.52
									\$884.52

**User Note:** Fence: Vertical Posts. 42"-48" tall spaced 12" apart for 20' (20x4)

173	323113130166	LF	1-5/8" Galvanized Steel Rail, 0.085" Wall Thickness, Tie Wires And Fittings						
	<i>Accepted</i>		<b>Quantity</b>	x	<b>Unit Price</b>	x	<b>Factor</b>	=	<b>LineTotal</b>
	Installation	LF	160.00	x	\$8.19	x	1.3500	=	\$1,769.04
									\$1,769.04

**User Note:** Horizontal Rails posts spaced 8" a part for infill 42"-48" (8) @ 20 LF





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<b>Proposal Total:</b>	<b>\$144,404.87</b>
<b>The Percentage of Non Pre-Priced on this Proposal:</b>	<b>0.0%</b>

This proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.



**City of Snoqualmie**

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Snoqualmie, Washington 98065

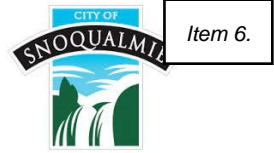
**Job Order Subcontractor Certification Report**

**23-051 - 2023 - FORMA Construction Company - Base**

Job Order #	Project Title	Duration				Construction				
		Preapproval Process		Construction Duration						
		Joint Scope	To NTP	Start Date	Days					
2024-03F		08/14/2024								
			Subcontractor			Certification	Participation Amt	Participation %	Certified (C) or Self (S)	
							\$0.00	0.00%	Self Performed	
<b>Costs:</b>	<b>Work Order Total:</b>	\$144,404.87					<b>Subcontractor Value:</b>		<b>\$0.00</b>	
<b>Total SubContractor Value:</b>		<b>\$0.00</b>								
<b>SubContractor % of "Work" for this Job Order:</b>		<b>0.00%</b>								
<b><u>Certification Value Summary:</u></b>										
		<u>Certification</u>	<u>Value</u>	<u>%</u>						
			\$0.00	0.00%						

# City of Snoqualmie

38624 SE River Street, P.O. Box 987,  
Snoqualmie, Washington 98065



NTP Issued Date:

## Notice to Proceed

**Job Order Contracting**

**To:** Brian Kazem  
FORMA Construction Company (Olympia)  
500 Columbia St NW Suite 201  
Olympia, WA 98501  
(360) 754-5788  
briank@formacc.com

**From:**

**Contract #:** 23-051  
**Job Order #:** 2024-03F  
**Job Order Title:** Police Station Evidence Room TI  
**Location:** Police Station  
34825 Douglas St  
Snoqualmie, WA 98065

This is your notice that your proposal for the above referenced task order has been approved and you have been awarded the Job Order Contract for the above referenced project. You are authorized to proceed with the work outlined in the Detailed Scope of Work. In accordance with the provisions of the contract, you are hereby notified to commence work on the subject Job Order.

The Authorized Representative's signature below authorizes the contractor to begin procuring materials necessary to start construction.

**Construction Complete Date:**  
**The value of this Job Order is: \$144,404.87**

If you have any questions, please contact the undersigned.

\_\_\_\_\_  
**Parks & Public Works Director**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Parks & Public Works, Project Engineer**

\_\_\_\_\_  
**Date**



**BUSINESS OF THE CITY COUNCIL  
CITY OF SNOQUALMIE**

**AB24-055  
October 28, 2024  
Ordinance**

**AGENDA BILL INFORMATION**

<b>TITLE:</b>	<b>AB24-055:</b> Amendments to Snoqualmie Municipal Code Titles 14 and 15, Implementing Senate Bill 5290	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
	<b>PROPOSED ACTION:</b>	

<b>REVIEW:</b>	Department Director	Emily Arteche	9/6/2024
	Finance	n/a	9/6/2024
	Legal	David Linehan	9/6/2024
	City Administrator	Mike Chambless	10/7/2024

<b>DEPARTMENT:</b>	Community Development		
<b>STAFF:</b>	Emily Arteche & Andrew Levins, Contract Land Use Consultant		
<b>COMMITTEE:</b>	Community Development	<b>DATE:</b> September 16, 2024	
<b>EXHIBITS:</b>	1. Draft Ordinance and Code Amendment 2. SB 5290 Crosswalk		

<b>AMOUNT OF EXPENDITURE</b>	\$ n/a
<b>AMOUNT BUDGETED</b>	\$ n/a
<b>APPROPRIATION REQUESTED</b>	\$ n/a

**SUMMARY**

**INTRODUCTION**

The requirements of Senate Bill (“SB”) 5290 pertain to the timelines by which local jurisdictions planning under the Growth Management Act must process certain permit applications and encourages those jurisdictions to adopt optional strategies to promote compliance with those timelines. Jurisdictions that do not achieve compliance with permitting deadlines may be required to refund portions of permit fees. The proposed text amendments would bring the SMC into compliance with the requirements of SB 5290. Cities are required to comply SB 5290 as of January 1, 2025, or the deadlines in SB5290 will be imposed on city.

**LEGISLATIVE HISTORY**

The Council Community Development reviewed this item on 5/6/2024 and on 9/16/2024.

**BACKGROUND**

Permits within a local jurisdiction are evaluated against the development regulations that control at the time a complete application is submitted. Since its enactment in the 1990’s, the Growth Management Act has required that these permit decisions be issued within 120 days of receiving a complete application.

During its 2023 session, the Washington State Legislature passed and the Governor signed [SB 5290](#) which is intended to provide prompt and coordinated reviews for project permit applications. SB 5290 is designed to increase predictability in permitting outcomes by standardizing review deadlines for different types of permits. The timeframe required varies depending on whether public notice and/or a public hearing is required. The bill also requires that some cities with a population of greater than 20,000 people conduct an annual performance report describing compliance with these requirements.

**ANALYSIS**

Project permit application time periods are currently regulated under SMC 14.30.120, Time Limitation For Issuance Of Notice Of Decision, which states a notice of decision for a permit application shall be issued within 120 days of receiving a complete application, notwithstanding certain scenarios that may cause that that time limit to be extended. SB 5290 requires local governments to implement review deadlines for different categories of project permit applications in their development regulations. A summary of the timeframes required by SB 5290 is listed below:

Summary of New Permit Processing Timeframes
65 days for permits which do not require public notice;
100 days for permits which require public notice; and
170 days for permits which require public notice and a public hearing.

Other provisions of 5290 that are applicable to local governments include: procedures for temporarily suspending review of a permit application, optional measures that may streamline permitting processes, the amount of refund provided for permits that are not processed in a timely manner, and permit processing timeline compliance reporting. Except for applications for Wireless Communication Facility permits, the City of Snoqualmie does not collect any permit application fees. The City does collect deposits from applicants, which are an estimate of fees the city has incurred or will incur to process the application.

**BUDGET IMPACTS**

This agenda bill does not require the expenditure of any City funds.

**NEXT STEPS**

A first reading is scheduled for the October 14, 2024, City Council meeting.

A second reading and proposed adoption is scheduled for the October 28, 2024, City Council meeting.

**PROPOSED ACTION**

Motion to adopt Ordinance 1293 amending the Snoqualmie Municipal Code to comply with the requirements of Senate Bill 5290.

**ORDINANCE NO. 1293**

**AN ORDINANCE OF THE CITY OF SNOQUALMIE,  
WASHINGTON, AMENDING CHAPTERS 14.10, 14.30, AND 15.20  
OF THE SNOQUALMIE MUNICIPAL CODE FOR COMPLIANCE  
WITH THE REQUIREMENTS OF RCW 36.70B**

**WHEREAS**, during its 2023 session, the Washington State Legislature adopted, and the Governor signed SB 5290, codified in Chapter 36.70B RCW with the intent to increase the timeliness and predictability of local permit processing; and

**WHEREAS**, the code amendments proposed modifying relevant chapters of the Snoqualmie Municipal Code such that it complies with the provisions Chapter 36.70B RCW as revised by SB 5290; and

**WHEREAS**, the proposed amendments to the Snoqualmie Municipal Code relate solely to governmental procedure and will result in no substantive changes with respect to use or modification of the environment, and are therefore exempt from review under SEPA pursuant to WAC 197-11-800(21)(a),

**WHEREAS**, the Community Development Committee of the Snoqualmie City Council reviewed the proposed amendments on May 6, and September 16, 2024.

**NOW, THEREFORE, BE IT HEREBY ORDAINED** by the City Council of the City of Snoqualmie, Washington, as follows:

**Section 1.** Amendment of SMC 14.10.020. Snoqualmie Municipal Code section 14.10.020, Scope, is hereby amended to update the list of permits that are exempt from compliance with SB 5290, as shown in Exhibit A, attached hereto.

**Section 2.** Amendment of SMC 14.10.030. Snoqualmie Municipal Code section 14.10.030 is hereby amended to modify the definition of “project permit application,” as shown in Exhibit A, attached hereto.

**Section 3.** Amendment of SMC 14.30.020. Snoqualmie Municipal Code section 14.30.020, Categories of permits, is hereby amended to modify 14.30.020.B, Table-1, to include permit processing timelines required by SB 5290, as shown in Exhibit A, attached hereto.

**Section 4.** Amendment of SMC 14.30.050. Snoqualmie Municipal Code section 14.30.050 is hereby amended to reflect changes required by SB 5290 pertaining to determining an application procedurally complete, as shown in Exhibit A, attached hereto.

**Section 5.** Amendment of SMC 14.30.120. Snoqualmie Municipal Code section 14.30.120 is hereby amended to reflect changes required by SB 5290 pertaining to timely issuance of notice of decision, as shown in Exhibit A, attached hereto.

**Section 6.** Repeal of SMC 15.20.050. Snoqualmie Municipal Code section 15.20.050 is hereby repealed to remove duplicative text that conflicts with proposed amendments, as shown in Exhibit A, attached hereto.

**Section 7. Effective Date.** This ordinance shall be effective five days after its passage and publication, as provided by law.

**Section 8. Severability.** If any portion of this ordinance is found to be invalid or unenforceable for any reason, such finding shall not affect the validity or enforceability of any other section of this ordinance.

**Section 9. 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.

**PASSED** by the City Council of the City of Snoqualmie, Washington this 28<sup>th</sup> day of October 2024.

\_\_\_\_\_  
Katherine Ross, Mayor

Attest:

Approved as to form:

\_\_\_\_\_  
Deana Dean, City Clerk

\_\_\_\_\_  
David Linehan, Interim City Attorney



## Exhibit A

### 14.10.020, Scope

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- A. The provisions of this title shall apply to all project permit applications filed on or after the effective date hereof under the substantive provisions of other titles of this code, except as specifically provided by subsections (B), (C) and (D) of this section.
  - B. Landmark designations, street vacations and any permits relating to the use of public areas or facilities shall be exempt from the provisions of this title, except the requirements of SMC 14.10.070, integration of SEPA and project permit review, and SMC 14.40.020, limitation of hearings and appeals.
  - C. Applications for approval of mixed use final plans present special circumstances that warrant a different review process as provided in Chapter 17.30 SMC, and shall be exempt from the requirements of this title, except the requirements of SMC 14.10.070, integration of SEPA and project permit review, and SMC 14.40.020, limitation of hearings and appeals.
  - D. Lot line or boundary adjustments, building permits, sign permits not requiring design review, or other similar administrative permits, which are either categorically exempt from environmental review under Chapter 43.21C RCW or for which environmental review has been completed in connection with other project permits, shall be exempt from the requirements of [SMC 14.30.020.B, Table-1](#), SMC 14.30.060, notice of application, SMC 14.30.130, optional consolidated permit processing, and SMC 14.30.110, relating to giving notice of the decision to the public and other agencies. (Ord. 768 § 2, 1996).

### 14.10.030, Definitions

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25 Unless the context clearly requires otherwise, the definitions in this section apply throughout this title.

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- A. “Closed record appeal” means an administrative appeal on the record, with no or limited new evidence or information allowed to be submitted and only oral argument allowed, to either the hearing examiner or the city council, following an open record hearing on a project permit application.
  - B. “Comprehensive plan” means the Snoqualmie Vicinity Comprehensive Plan, as the same now exists or may hereafter be amended, including any other plans incorporated therein by reference or by operation of law.
  - C. “Director” means the director of community development.
  - D. “Open record appeal hearing” means a hearing conducted by the city council to receive testimony and the submission of exhibits and information for the purpose of reviewing a decision of city staff for which no open record hearing is required before the planning commission or hearing examiner.
  - E. “Predecision open record hearing” means a hearing conducted by the hearing examiner or the planning commission to create the city’s record through testimony on oath or affirmation and submission of evidence and information, other than those proceedings falling within the definition of “public meeting” in subsection (G) of this section. If an open record hearing is held prior to the city’s decision on a project permit application, it shall be known as a “predecision open record hearing.” If an open record hearing is held after the city’s decision on a project permit application, it shall be known as an “open record appeal hearing.”

49  
 50 F. “Project permit application” means any land use or environmental permit, license or approval  
 51 required from the city for a project action, including but not limited to ~~building permits,~~  
 52 subdivisions, binding site improvement plans, planned unit developments, conditional uses,  
 53 shoreline substantial development permits, flood improvement permits, design review, sensitive  
 54 areas review, drainage review and site specific rezones ~~authorized by the comprehensive plan which~~  
 55 ~~do not require a comprehensive plan amendment~~, but excluding adoption or amendment of the  
 56 comprehensive plan, subarea plans, annexation implementation plans.  
 57

58 G. “Public meeting” means an informal meeting, workshop or other public gathering to obtain  
 59 comments from the public or other agencies on a proposed project permit prior to the city’s  
 60 decision. Public meetings may include but are not limited to design review and scoping meeting on  
 61 a draft environmental impact statement.  
 62

63 **14.30.020 Categories of permits.**

64 A. The categories of permits shall be as follows:

- 65
- 66 1. Category I constitutes those permits which are categorically exempt from environmental review, or  
 67 for which SEPA has already been done, do not require any public comment period or an open record  
 68 predecision hearing, and for which the staff decision is final unless appealed;  
 69
- 70 2. Category II constitutes those permits which require a threshold environmental determination, but  
 71 do not require a predecision open record hearing, or those permits where other sections of the  
 72 Snoqualmie Municipal Code require a public comment period but do not require an open record  
 73 hearing, and for which the staff decision is final unless appealed;  
 74
- 75 3. Category III constitutes those permits which require a predecision open record hearing, but do not  
 76 provide for a closed record appeal (i.e., recommendation by planning commission or hearing  
 77 examiner and decision by city council); and  
 78
- 79 4. Category IV constitutes those permits which require an open record predecision hearing, and  
 80 provide for a closed record appeal hearing (i.e., decision by planning commission or hearing  
 81 examiner and appeal to city council).  
 82

83 B. The initial decision maker, appeal body and other requirements applicable to each category of permit  
 84 shall be as follows:

85 **14.30.020.B, Table-1**

	Permits	Preapplicati on Process	Determinati on of Completeness	Notice of Applicati on and Comment Period	Predecisio n Open Record Hearing	Decision	Distributi on of Notice of Decision	Appeal To/ Open – Closed Record	<u>Project Permit Applicati on Processin g Time</u>
Ca t I	Clearing and Grading Permit (Chapter <u>15.20</u> SM C) Flood Improvement Permit (Chapter <u>15.12</u> SM C) Lot Line Adjustment (SMC <u>16.04.030</u> (E))	Yes, unless exempt	Yes	No	No	S	No	HE/ Open	<u>65 Days</u>

	<p>Historic Design Review, Type I (Chapter <a href="#">17.35</a> SMC)</p> <p>Temporary Use Permit (SMC <a href="#">17.55.050</a>)</p> <p>Sign Permit (Chapter <a href="#">17.75</a> SMC)</p> <p>Wireless Communication Facility Permit (Chapter <a href="#">17.77</a> SMC)</p> <p>Site Plan Permit (Chapter <a href="#">17.80</a> SMC)</p>								
Ca t II	<p>Clearing and Grading Permit (Chapter <a href="#">15.20</a> SMC)</p> <p>Short Subdivision (Chapter <a href="#">16.08</a> SMC)</p> <p>Binding Site Improvement Plan, 4 or fewer lots (SCM <a href="#">16.12.030</a>)</p> <p>Historic Design Review, Type I (Chapter <a href="#">17.35</a> SMC)</p> <p>Temporary Use Permit (SMC <a href="#">17.55.050</a>)</p> <p>Wireless Communication Facility Permit (Chapter <a href="#">17.77</a> SMC)</p> <p>Site Plan Permit (Chapter <a href="#">17.80</a> SMC)</p>	Yes	Yes	Yes	No	S	Yes	HE/Open	<u>100 Days</u>
Ca t III	<p>Planned Residential Plan (SMC <a href="#">17.15.050</a>)</p> <p>Planned Commercial/Industrial Plan (SMC <a href="#">17.20.050</a>)</p> <p>Mixed Use Plan/Mixed Use Final Plan (Chapter <a href="#">17.30</a> SMC)</p> <p>Planned Unit Development (Chapter <a href="#">17.50</a> SMC)</p> <p>Unclassified Use Permit (Chapter <a href="#">17.60</a> SMC)</p> <p>Wireless Communication Conditional Use Permit</p>	Yes	Yes	Yes	Yes/PC or HE *Landmarks and Heritage Commission for Landmark Designation	CC *PC for Types II – III Historic Design Review and Landmark Designation	Yes	SC/Closed *HE/Closed for Types II – III Historic Design Review and Landmark Designation	<u>170 Days</u>

	(Chapter <a href="#">17.77 S MC</a> ) Zoning Code Map or Text Amendment (SMC <a href="#">17.85.010</a> ) Comprehensive Plan Amendment (Chapter <a href="#">21.30 S MC</a> ) *Historic Design Review Types II – III and Landmark Designation (Chapter <a href="#">17.35 S MC</a> )*								
Ca t IV	Long Subdivision (Chapter <a href="#">16.10 S MC</a> ) Binding Site Improvement Plan, 5 or more lots (SMC <a href="#">16.12.040</a> ) Historic Design Review Variance (SMC <a href="#">17.35.170(C)</a> ) Conditional Use Permit (SMC <a href="#">17.55.030</a> ) Variance (SMC <a href="#">17.85.020</a> )	Yes	Yes	Yes	Yes/PC or HE	HE or PC *PC for Historic Design Review Variance	Yes	CC/Closed	<a href="#">170 Days</a>

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**14.30.050 Determination of completeness of application.**

- A. Within 28 days after receiving a project permit application, the director shall ~~mail or~~ provide ~~in person~~ a written determination to the applicant, stating either:
  - 1. That the application is complete, or
  - 2. That the application is incomplete, ~~the procedural submission requirements have not been met,~~ and ~~outline~~ what is necessary to make the application complete. The determination shall also include, if feasible, a statement of the preliminary determination of the project permit application’s consistency with development regulations and preliminary identification of the development regulations compliance with which may be determined to constitute compliance with SEPA.
  - ~~2.—~~
- B. A project permit application may be deemed complete for purposes of this section when it meets the ~~procedural~~ submission requirements of other titles of this code and the additional requirements of SMC 14.30.030 and it is sufficient for continued processing, even though additional information may be required or project modifications may be undertaken subsequently.
- C. A determination of completeness under this section shall not preclude the city from requesting additional information or studies either at the time of the notice of completeness or subsequently if new information is required or subsequent changes in the proposed project occur. ~~However, if the procedural submission requirements, as outlined on the project permit application have been provided, the need for additional information or studies may not preclude a completeness determination.~~
- D. A project permit application shall be deemed ~~procedurally~~ complete ~~on the 29<sup>th</sup> day after receiving a project permit application~~ if the director does not provide a written determination to the applicant that

the application is procedurally incomplete under subsection (A) of this section. When the director does not provide a written determination, they may still seek additional information or studies as provided for in subsection (C) of this section.

E. Within 14 days after the applicant has submitted any additional information identified by the director as being necessary for a complete application, the director shall notify the applicant whether the application has been made complete or what additional information is necessary.

E.F. The number of days shall be calculated by counting every calendar day.

#### **14.30.120, Time limitation for issuance of notice of decision.**

A. Except as provided in subsection (B) and (D), the notice of decision shall be issued within 120 days the time period specified by 14.30.020.B, Table-1, after the applicant has been notified that the application is complete; provided the following time periods shall be excluded:

1. Any period during which the applicant has been requested in writing to correct plans, perform required studies, or provide additional required information. This period shall be calculated from the date of notification to the applicant of the need for additional information and the day when responsive information is resubmitted by the applicant until the earlier of the date of determination whether the additional information satisfied the request for information or 14 days after the date the applicant submitted the information. If the information submitted is determined to be insufficient, the applicant shall again be notified of the deficiencies, and the procedures for determination of completeness shall apply as if a new request for information or studies had been made;
2. Any period during which an environmental impact statement is being prepared, if the city has by ordinance or resolution established time periods for the completion of environmental impact statements, or if the city and the applicant have agreed in writing to a time period for completion of the environmental impact statement;
3. Any period for an open or closed record appeal, not exceeding 60 days, unless all parties to the appeal agree to extend the time period; and
4. Any extension of the 120-day time period specified by 14.30.020.B, Table-1, mutually agreed between the city and the applicant; and;
- 4.5. Any period after an applicant informs the city, in writing, that they would like to temporarily suspend review of the project permit application until the time that the applicant notifies the city, in writing, that they would like to resume the application. The director may set conditions for the temporary suspension of a permit application.

B. The time limits of subsection (A) 14.20.030, Table-1, do not apply if a project permit application:

1. Requires an amendment to the comprehensive plan or a development regulation;
2. Requires siting of an essential public facility; or
3. The application is substantially revised by the applicant to the extent that it proposes a change in use that adds or removes commercial or residential elements from the original application that would make the application fail to meet the determination of procedural completeness for the new

163 use, in which case the time period shall start from the date at which the revised project permit  
 164 application is determined to be procedurally complete.

165  
 166 C. If a notice of decision cannot be issued within the time limit provided in ~~subsection (A)14.20.030,~~  
 167 Table-1, the applicant shall be provided a written notice of this fact, which shall include a statement of  
 168 reasons why the time limits have not been met and an estimated date for issuance of the notice of final  
 169 decision.

170 D. If, at any time, an applicant informs the director, in writing, that the applicant would like to temporarily  
 171 suspend the review of the project for more than 60 days, or if an applicant is not responsive for more  
 172 than 60 consecutive days after the county or city has notified the applicant, in writing, that additional  
 173 information is required to further process the application, an additional 30 days may be added to the  
 174 time periods to issue a notice of decision for each type of project permit that is subject to this chapter.  
 175 Any written notice from the director to the applicant that additional information is required to further  
 176 process the application must include a notice that nonresponsiveness for 60 consecutive days may result  
 177 in 30 days being added to the time for review. For the purposes of this subsection, "nonresponsiveness"  
 178 means that an applicant is not making demonstrable progress on providing additional requested  
 179 information to the city, or that there is no ongoing communication from the applicant to the city on the  
 180 applicant's ability or willingness to provide the additional information.

181 E. The following measures promote consistency with the timelines for issuance of notice of decision  
 182 specified in 14.30.020.B, Table-1:

- 183 1. Projects that are consistent with adopted development regulations will be expedited;
- 184 2. Maintain and budget for on-call permitting assistance for when permit volumes or staffing levels  
 185 change;
- 186 3. Meet with the applicant within 14 days of a second request for corrections during permit review to  
 187 resolve outstanding corrections. If the meeting cannot resolve the issues and the city proceeds with  
 188 a third request for additional information or corrections, the city will approve or deny the  
 189 application upon receiving the additional information or corrections.

191 **~~15.20.050 Clearing and grading permit – Application review.~~**

192 ~~A. The director shall provide comments regarding the adequacy of the application to the applicant~~  
 193 ~~within two weeks of receipt of the application. The director shall promptly notify the applicant, in~~  
 194 ~~writing, when the application is complete.~~

195  
 196 ~~B. The director shall act on the application, either approving, approving with conditions, or denying~~  
 197 ~~the permit, within 90 days after notifying the applicant that the application is complete; provided,~~  
 198 ~~however, that this 90-day period shall be tolled pending completion of an EIS pursuant to the State~~  
 199 ~~Environmental Policy Act, if one is required. Conditions on an approved permit shall be designed to~~  
 200 ~~ensure compliance with the standards set forth in SMC 15.20.060. (Ord. 1198 § 20, 2017; Ord. 1082 §~~  
 201 ~~2, 2011).~~

### SB 5290 Crosswalk Matrix and Consistency Analysis

SMC Chapter 14	Existing SMC	Summary of SB 5290 Legislation	Consistent	Not Consistent	Not Applicable
30.050	Does not specify that "completeness" is based solely on meeting procedural requirements of application.	Clarify determination of completeness procedural requirements – the determination must be based solely on the procedural requirements as outlined on the project permit application.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
30.020	Implements a blanket 120-day requirement.	Revise the existing 120-day requirement to specific timelines required by SB 5290.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Current code does not provide for permit fee refunds if reviews are not timely.	Refund 10-20% of permit fees if the new time periods not met, unless a City adopts at least 3 measures listed in SB 5290.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Current code does not provide for annual performance report required for cities with populations greater than 20,000.		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	The City has not adopted measures that would avoid permit fee refund requirements.	Cities may adopt 3 or more of the measures listed in SB 5290 to avoid permit fee refund requirements.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	As a City with fewer than 20,000 inhabitants, the City does not generate an annual report on permit processing timeline requirements.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	The City does not participate in developing guidance with state agencies.		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Key:

Consistent=SMC compliance

Not Consistent= No SMC compliance

Not Applicable= SB 5290 Legislation is not applicable to the City



**BUSINESS OF THE CITY COUNCIL  
CITY OF SNOQUALMIE**

**AB24-102  
October 14, 2024  
Ordinance**

Item 8.

**AGENDA BILL INFORMATION**

<b>TITLE:</b>	<b>AB24-102:</b> Revising the corporate boundary of the City of Snoqualmie to include a portion of 384 <sup>th</sup> Ave SE right-of-way	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
<b>PROPOSED ACTION:</b>	Adopt Ordinance 1297 revising the corporate boundary of the City of Snoqualmie to include a portion of 384 <sup>th</sup> Ave SE right-of-way	

<b>REVIEW:</b>	Department Director	Jeff Hamlin	Click or tap to enter a date.
	Finance	n/a	Click or tap to enter a date.
	Legal	David Linehan	Click or tap to enter a date.
	City Administrator	Mike Chambless	10/7/2024

<b>DEPARTMENT:</b>	Parks & Public Works		
<b>STAFF:</b>	Patrick Fry, Project Engineer		
<b>COMMITTEE:</b>	Parks & Public Works	<b>COMMITTEE DATE:</b> October 8, 2024	
<b>EXHIBITS:</b>	1. AB24-102x1 (Ord.) 2. AB24-102x2 (Legal Description)		

<b>AMOUNT OF EXPENDITURE</b>	\$ n/a
<b>AMOUNT BUDGETED</b>	\$
<b>APPROPRIATION REQUESTED</b>	\$ n/a

**SUMMARY**

**INTRODUCTION**

This Agenda Bill seeks approval to revise the corporate boundary of the city of Snoqualmie to include 384<sup>th</sup> Ave SE right-of-way from SE River Street to the southern edge of the Kimball Creek Dr intersection.

**BACKGROUND**

The City of Snoqualmie has water and sewer utility mains in the 384<sup>th</sup> Ave SE corridor which need to be regularly maintained and serviced. Due to King County owning the road, the City needs to obtain permission when working on the road, as well as repair and restore the road to the County Standards. Further, when designing a new system, such as the recent 384<sup>th</sup> Storm and Sidewalk Project, the project needs to adhere to the King County standards, even when it is in direct conflict with the City's goals.

In annexing the road, future and current costs can be saved, as well as having sole control of future utility and roadway standards and maintenance practices.



**ANALYSIS**

This agenda bill seeks to annex 384<sup>th</sup> Ave SE from King County from the northerly edge of the intersection with River St. through the SE Kimball Creek Dr. This portion of the road is a generally flat road with little expected required upkeep. The bridge over Kimball Creek will remain within the County and not become a City Asset.

The 384<sup>th</sup> Ave Sewer-Sidewalk Project requires the road to be milled and overlaid at the end of the project which will extend the lifespan of the road 25 years. This results in the City not having any expected costs associated with Annexing the road until 2050. The cost of grinding and overlaying this portion of road is \$167,465 in 2024 dollars.

It is anticipated that the City will save money by annexing the road and no longer needing to go through the permitting process with King County whenever work is to be done. The existing 384<sup>th</sup> Ave project, as well as any future work on this section of roadway may commence without King County involvement, including permitting or inspection fees.

**NEXT STEPS**

Second reading of Ordinance 1297 at the October 28<sup>th</sup> Council of the Whole Meeting

**PROPOSED ACTION**

Move to adopt Ordinance 1297 revising the corporate boundary of the City of Snoqualmie to include a portion of 384<sup>th</sup> Ave SE right-of-way.

**ORDINANCE NO. 1297**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SNOQUALMIE, WASHINGTON, REVISING THE CORPORATE BOUNDARY OF THE CITY OF SNOQUALMIE TO INCLUDE AN UNINCORPORATED PORTION OF 384TH AVENUE SOUTHEAST RIGHT-OF-WAY AS PROVIDED FOR IN RCW 35A.21.210.**

**WHEREAS**, The corporate boundary of the city of Snoqualmie currently extends along the east margin of the road right-of-way for 384th Avenue Southeast from the southeastern property line of parcel number 3124089021 to the west margin of the right-of-way at Meadowbrook Way SE; and

**WHEREAS**, 384<sup>th</sup> Ave SE as described above is a county road; and

**WHEREAS**, The City has a project along 384<sup>th</sup> Ave SE currently in construction; and

**WHEREAS**, The City has utilities within 384<sup>th</sup> Ave SE; and

**WHEREAS**, It is in the City and the county's best interest to have a portion of 384<sup>th</sup> Ave SE right-of-way wholly within the City's jurisdiction so that the City may make road improvements under City standards and provide local services to its residents including the maintenance and operation of the public right-of-way; and

**WHEREAS**, RCW 35A.21.210 authorizes "the governing bodies of a county and any code City located therein may by agreement revise any part of the corporate boundary of the City which coincides with the centerline, edge, or any portion of a public street, road or highway right-of-way by substituting therefore a right-of-way line of the same public street, road or highway so as fully to include or fully to exclude the at segment of the public street, road or highway from the corporate limits of the City.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of Snoqualmie as follows:

**Section 1.** The revision of the corporate boundary of the City of Snoqualmie to include a portion of 384<sup>th</sup> Avenue Southeast public right-of-way currently within unincorporated King County, legally described as set forth in Attachment A to this ordinance, is hereby approved.

**Section 2. Effective Date.** This ordinance shall be effective five days after its passage and publication, as provided by law.

**Section 3. Severability.** If any portion of this ordinance is found to be invalid or unenforceable for any reason, such finding shall not affect the validity or enforceability of any other section of this ordinance.

**Section 4. 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.

**PASSED** by the City Council of the City of Snoqualmie, Washington this 28<sup>th</sup> day of October 2024.

\_\_\_\_\_  
Katherine Ross, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Deana Dean, City Clerk

\_\_\_\_\_  
David Linehan, Interim City Attorney

**EXHIBIT A**

THE EAST 30 FEET OF THE OF NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 31 TOWNSHIP 24 RANGE 8 EAST, W.M., LYING SOUTHERLY OF THE WESTERLY PROLONGATION OF THE NORTH MARGIN OF RIVER STREET PER THE PLAT OF SNOQUALMIE FALLS ADDITION RECORDED UNDER VOLUME 6 AT PAGE 51.

TOGETHER WITH THE FOLLOWING DESCRIBED PROPERTY:

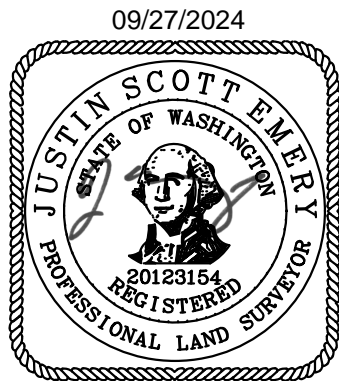
THE EAST 60 FEET OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 31 TOWNSHIP 24 RANGE 8 EAST, W.M.

ALSO TOGETHER WITH THE FOLLOWING DESCRIBED PROPERTY:

THAT PORTION OF THE NORTHWEST AND NORTHEAST QUARTERS OF THE SOUTHEAST QUARTER OF SECTION 31 TOWNSHIP 24 NORTH, RANGE 8 EAST, W.M., LYING EAST OF THE FOLLOWING DESCRIBED LINE:

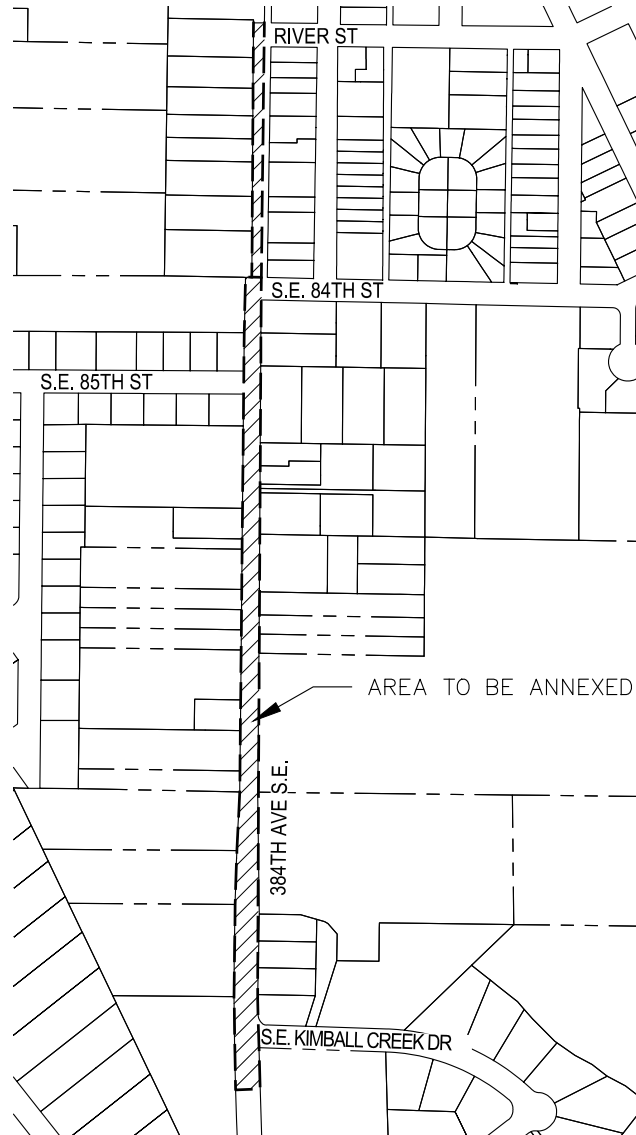
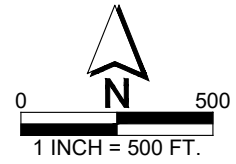
COMMENCING AT THE NORTHEAST CORNER OF SAID NORTHWEST QUARTER OF SAID SOUTHEAST QUARTER OF SAID SECTION 31;  
THENCE ALONG THE NORTH LINE OF SAID SOUTHEAST QUARTER TO THE EXISTING MONUMENT AT THE CENTERLINE OF 384<sup>TH</sup> AVE S.E.;  
THENCE CONTINUING ALONG SAID NORTH LINE TO THE WEST MARGIN OF SAID 384<sup>TH</sup> AVE S.E., SAID POINT BEING 30 FEET WEST OF, AS MEASURED PERPENDICULAR TO THE MONUMENTED CENTERLINE OF SAID 384<sup>TH</sup> AVE S.E.;  
THENCE SOUTHERLY ALONG A LINE 30 FEET WEST OF AND PARALLEL TO SAID EXISTING MONUMENTED CENTERLINE TO A POINT 100 FEET SOUTH OF THE MONUMENTED INTERSECTION OF SAID 384<sup>TH</sup> AVE S.E. AND S.E. KIMBALL CREEK DRIVE AND THE TERMINUS OF THE DESCRIBED LINE.

SITUATE IN KING COUTY, WASHINGTON



# EXHIBIT B

SECTION 31, TOWNSHIP 24 N, RANGE 08 E, W.M.  
KING COUNTY



09/27/2024



# Parametrix

1019 39th Avenue SE, Suite 100 • Puyallup, WA 98374  
Ph: 253.604.6600

LEGEND:  
ANNEXATION AREA   
PARCEL LINES 



**BUSINESS OF THE CITY COUNCIL  
CITY OF SNOQUALMIE**

**AB24-089  
October 28, 2024  
Ordinance**

**AGENDA BILL INFORMATION**

<b>TITLE:</b>	<b>AB24-089:</b> School Impact Fees for 2025	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
<b>PROPOSED ACTION:</b>	Adopt Ordinance 1294 updating Snoqualmie Valley School District's Impact Fees for 2025.	

<b>REVIEW:</b>	Department Director	Emily Arteche	10/3/2024
	Finance	n/a	Click or tap to enter a date.
	Legal	David Linehan	10/14/2024
	City Administrator	Mike Chambless	Click or tap to enter a date.

<b>DEPARTMENT:</b>	Community Development		
<b>STAFF:</b>	Emily Arteche, Community Development Director		
<b>COMMITTEE:</b>	Finance & Administration	<b>COMMITTEE DATE:</b> October 22, 2024	
<b>EXHIBITS:</b>	1. Draft Ordinance 2. Snoqualmie Valley School District School CFP 2024-2029		

<b>AMOUNT OF EXPENDITURE</b>	\$ n/a
<b>AMOUNT BUDGETED</b>	\$ n/a
<b>APPROPRIATION REQUESTED</b>	\$ n/a

**SUMMARY**

**INTRODUCTION**

Annual update to the school impact fees for 2025 on behalf of the Snoqualmie Valley School District No. 410.

**LEGISLATIVE HISTORY**

The City Council adopted the 2023 school impact fees via AB23-136 and Ordinance 1283, and prior years' school impact fees via other ordinances.

**BACKGROUND**

The City of Snoqualmie adopted Ordinance 826 in 1998, providing for the assessment and collection of school impact fees for new construction. Section 1 of the ordinance is codified as Chapter 20.10 of the Snoqualmie Municipal Code. Chapter 20.10 SMC establishes school impact fees and requires the district to submit an annual update to its Capital Facilities Plan, an updated fee calculation/ revised fee schedule; and an annual report on the school impact fee account, showing the source and amount of all moneys collected, earned, or received, and the public improvements that were financed in whole or in part by impact fees. The District's Capital Facilities Plan (CFP) is the basis for the school impact fee and contains the details of how the fee is calculated. The City's Comprehensive Plan provides that the update of the District's Capital Facilities Plan be

approved from time to time by the City Council by Resolution and school impact fees themselves are adopted separately by ordinance. This action is to adopt the school impact fees by ordinance.

#### **ANALYSIS**

The Snoqualmie Valley School District submitted the required information to the City, including the updated Capital Facilities Plan (CFP), updated fee calculation (in the updated CFP), revised fee schedule (in the updated CFP), and an annual report. The adoption of the Ordinance establishing school impact fees for 2025 in accordance with the Snoqualmie Valley School District No. 410 Capital Facilities Plan 2024-2029 will change the school impact fee for average single-family residences from \$9,230.89 to 10,187.76 (an increase of \$956.87), and for multifamily residences from \$6,391.47 to \$6,170.35 (a decrease of \$221.12). The new school impact fees would be effective on January 1, 2025.

#### **BUDGET IMPACTS**

N/A

#### **NEXT STEPS**

October 28, 2024: First Reading of Ordinance 1294.

November 12, 2024: Second Reading and motion to adopt Ordinance 1294.

### **PROPOSED ACTION**

October 28, 2024: First Reading of Ordinance 1294.

November 12, 2024: Second Reading of Ordinance 1294 and Move to adopt Ordinance 1294 updating Snoqualmie Valley School District's Impact Fees for 2025.

**ORDINANCE NO. 1294**

**AN ORDINANCE OF THE CITY OF SNOQUALMIE, WASHINGTON, UPDATING SCHOOL IMPACT FEES PURSUANT TO ORDINANCE NO. 826 AND CHAPTER 20.10 OF THE SNOQUALMIE MUNICIPAL CODE**

**WHEREAS**, the City of Snoqualmie adopted Ordinance No. 826 on September 28, 1998, adopting Chapter 20.10 of the Snoqualmie Municipal Code and setting school impact fees as authorized by the Growth Management Act based upon the Snoqualmie Valley School District No. 410 Capital Facilities Plan 1998; and

**WHEREAS**, the City Council has approved the Snoqualmie Valley School District No. 410 Capital Facilities Plan 2024-2029 by Resolution xxxx, and it is deemed adopted by reference as provided in the City of Snoqualmie Comprehensive Plan; and

**WHEREAS**, the City should update the school impact fees based on the most recent Snoqualmie Valley School District No. 410 Capital Facilities Plan adopted by reference by the City;

**NOW, THEREFORE, BE IT HEREBY ORDAINED** by the City Council of the City of Snoqualmie, Washington, as follows:

**Section 1.** School impact fees to be collected pursuant to Chapter 20.10 of the Snoqualmie Municipal Code as of the date as set forth in Section 2 are hereby established as follows:

<b>Impact fee per single-family dwelling unit</b>	<b>\$10,187.76</b>
<b>Impact fee per multi-family dwelling unit</b>	<b>\$6,170.35</b>



**Section 2. Effective Date.** This ordinance shall be effective five days after its passage and publication, as provided by law.

**Section 3. Severability.** If any portion of this ordinance is found to be invalid or unenforceable for any reason, such finding shall not affect the validity or enforceability of any other section of this ordinance.

**Section 4. 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.

**PASSED** by the City Council of the City of Snoqualmie, Washington this 14<sup>th</sup> day of November 2024.

\_\_\_\_\_  
Katherine Ross, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Deana Dean, City Clerk

\_\_\_\_\_  
David Linehan, Interim City Attorney

# SNOQUALMIE VALLEY SCHOOL DISTRICT 410

## CAPITAL FACILITIES PLAN 2024



Snoqualmie Valley School District No. 410 hereby provides to the King County Council this Capital Facilities Plan documenting the present and future school facility requirements of the District. The Plan contains all elements required by the Growth Management Act and King County Code Title 21A.43, including a six (6) year financing plan component.

Adopted on June 13, 2024

## SNOQUALMIE VALLEY SCHOOL DISTRICT NO. 410

2024-2029  
SIX-YEAR CAPITAL FACILITIES PLAN

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For information about this plan, call the District Business Services Office  
(425.831.8011)

**Snoqualmie Valley School District No. 410  
Snoqualmie, Washington  
(425) 831-8000**

**Board of Directors**

	<u>Position Number</u>	<u>Term</u>
Melissa Johnson, President	1	1/1/22 - 12/31/25
Judith Milstein	2	1/1/24 - 12/31/27
Rene Price	3	1/1/24 - 12/31/27
Gary Fancher	4	1/1/22 - 12/31/25
Ram Dutt Vedullapalli, Vice President	5	1/1/24 - 12/31/27

**Central Office Administration**

Superintendent	Dan Schlotfeldt
Assistant Superintendent - Finance & Operations	Ryan Stokes
Executive Director - Secondary Teaching and Learning	Andrea Zier
Executive Director - Elementary Teaching and Learning	Monica Heimbigner
Executive Director of Student Services	Kimberly Mackey
Executive Director of Human Resources	Beth Porter

Snoqualmie Valley School District No. 410

Snoqualmie, Washington

**Administration Building**

8001 Silva Ave S.E., P.O. Box 400  
Snoqualmie, WA 98065  
(425) 831-8000

**Dan Schlotfeldt, Superintendent**

**Mount Si High School**

8651 Meadowbrook Way S.E.  
Snoqualmie, WA 98065  
Debra Hay, Principal

**Two Rivers School**

8651 Meadowbrook Way S.E.  
Snoqualmie, WA 98065  
Catherine Fredenburg, Principal

**Snoqualmie Middle School**

9200 Railroad Ave S.E.  
Snoqualmie, WA 98065  
Megan Botulinski, Principal

**Chief Kanim Middle School**

32627 S.E. Redmond-Fall City Rd.  
P.O. Box 639  
Fall City, WA 98024  
Michelle Trifunovic, Principal

**Twin Falls Middle School**

46910 SE Middle Fork Road  
North Bend, WA 98045  
Jeff D'Ambrosio, Principal

**Cascade View Elementary**

34816 SE Ridge Street  
Snoqualmie, WA 98065  
Katelyn Long, Principal

**Snoqualmie Elementary**

39801 S.E. Park Street  
Snoqualmie, WA 98065  
John Norberg, Principal

**North Bend Elementary**

400 East Third Street  
North Bend, WA 98045  
Rebekah Westra, Principal

**Fall City Elementary**

33314 S.E. 42nd  
Fall City, WA 98027  
Jamie Warner, Principal

**Timber Ridge Elementary**

34412 SE Swenson Drive  
Snoqualmie, WA 98065  
Shawn Lawrence, Principal

**Opstad Elementary**

1345 Stilson Avenue S.E.  
North Bend, WA 98045  
Emily Hays, Principal

**Section 1. Executive Summary**

This Six-Year Capital Facilities Plan (the “Plan”) has been prepared by the Snoqualmie Valley School District (the “District”) as the organization’s primary facility planning document, in compliance with the requirements of the State of Washington's Growth Management Act and King County Code 21A.43. This plan was prepared using data available in the spring of 2024 and is consistent with prior capital facilities plans adopted by the District; however, this plan is not intended to be the sole plan for all the organization's needs.

For impact fees to be collected in the unincorporated areas of King County, the King County Council must adopt this plan, as proposed by the District. The Snoqualmie Valley School District also includes the incorporated cities of Snoqualmie and North Bend, as well as a portion of the city of Sammamish. The cities of Snoqualmie, North Bend, and Sammamish have each adopted a school impact fee policy and ordinance like the King County model.

Pursuant to the requirements of the Growth Management Act and the local implementing ordinances, this plan will be updated on an annual basis with any changes in the fee schedule adjusted accordingly. See Appendix A for the current single-family residence and multi-family residence calculations.

The District’s Plan establishes a "standard of service" in order to ascertain current and future capacity. This standard of service is reflective of current student/teacher ratios that the District hopes to be able to maintain during the period reflected in this Capital Facilities Plan. The Standard of Service has been updated to incorporate class size reduction at the K-3 level but **does not** incorporate additional class size reductions for all other grades, as outlined in Initiative 1351, which was approved by voters in November 2014, but has not yet been funded by Washington State. Future updates to this plan will consider incorporating those class sizes as the implementation of Initiative 1351 progresses.

It should also be noted that although the State Superintendent of Public Instruction establishes square foot guidelines for capacity funding criteria, those guidelines do not account for the actual program needs in the District. The Growth Management Act and King County Code 21A.43 authorize the District to adjust the standard of service based on the District's specific needs.

In general, the District's current standard provides the following (see Section 2 for additional information):

School Level	Target Average Student/Teacher Ratio
Elementary	20 Students
Middle	27 Students
High	28 Students

School capacity for the 2024-25 school year is based on the District standard of service and use of existing inventory. Existing inventory includes both permanent and relocatable classrooms (i.e. portable classroom units). The District's 2024-25 overall permanent capacity is 6,524 students (with an additional 2,027 student capacity available in portable classrooms). Enrollment in the Fall of 2023 totaled 6,836 full time equivalents ("FTE"). Due primarily to smaller kindergarten cohorts in recent years, the District anticipates a slight decrease in overall enrollment over the duration of this plan, with enrollment then beginning to grow in the years subsequent to this plan. Demographer projections based on recent census data, economic trends, housing projections and birth rates, among other factors project a decrease of 1% to 6,794 in 2029, based on the mid-range of enrollment projections. However, several factors may affect these projections in the near term, including anticipated housing growth in North Bend, continuing uncertainty regarding the impact of COVID on recent enrollment trends (and return of students to District enrollment), and recent experience of high school students opting for traditional education over the previous numbers enrolling in Running Start. As such, the District believes these projections to be conservative and will continue to carefully monitor annual enrollment.

Washington State House Bill 2776, which was enacted in 2010, required all kindergarten classes in the State to convert to full day kindergarten by 2018. The District converted to full day kindergarten in 2016. This transition doubled the number of classrooms needed for kindergarteners and increased classrooms needed to serve kindergarteners requiring additional special educational services. HB 2776 also stipulated K-3 class sizes to be reduced to 17 students per teacher by 2018 (down from the 21:1 average previously funded). This reduction in class sizes also required significant increases in the number of classrooms needed to adequately serve our K-3 population. These factors, combined with significant enrollment growth over the past two decades has increased the need for permanent classroom capacity across all grade levels in the District.

Though areas of growth are seen in various areas of the District, the most notable growth continues to be in the Snoqualmie Ridge and North Bend areas. United States Census data released in 2021 indicated the City of Snoqualmie grew by 32.3% over the last decade, while the City of North Bend grew by 31.8% over the same period. The cities of Snoqualmie and North Bend both anticipate future housing growth beyond 2029, while growth in unincorporated King County and the city of Sammamish should experience minimal housing growth in the District, unless annexations occur.

Previously, the need for additional classroom capacity has been addressed via the construction of Cascade View Elementary in 2005, Twin Falls Middle School in 2008, a 12-classroom portable expansion at Mount Si High School in 2009, the conversion of Snoqualmie Middle School into a Freshman Campus for Mount Si High School in 2013, the relocation of the 12-classroom portable expansion from Mount Si High School to Snoqualmie Middle School, the construction of Timber Ridge Elementary in 2016 and the replacement of Mount Si High School in 2019. In addition, the District has added numerous portable classrooms throughout the District during that same time frame. While two elementary schools have been opened in the last two decades, elementary school portable classrooms currently provide the equivalent capacity of two additional elementary schools, or approximately one-third of all elementary student capacity. See Section 7 for further details.

With the completion of the two most recent school additions (Timber Ridge and Mount Si) related to the District's most recent bond proposition (2015), the District has begun to consider the ongoing facility needs throughout the District. In order to reassess overall District needs and to begin to prioritize projects for potential future bond propositions, the District launched a citizen's committee to review districtwide facilities needs related to educating students (which continues to evolve in the 21<sup>st</sup> century) with consideration for future projected enrollment growth.

The goal of the committee was to develop a 20-year long-range facilities plan, with the first phase expected to reflect the six-year window of this plan. The committee recommended a rebuild and expansion of North Bend Elementary and Fall City Elementary, given projected enrollment trends, the disproportionate number of portables and the age and location of these elementaries. These expansions create capacity to serve elementary growth, while also eliminating a significant number of portable classrooms currently at those buildings. Expanding and renovating older elementary schools also saves operations and maintenance costs when compared to constructing a seventh elementary school and trying to continue to maintain aged buildings. Both elementary schools are also the District's oldest facilities, and a replacement/renovation of each alleviates ongoing and growing maintenance issues and costs associated with aging structures. Improvements to these buildings would also provide more equitable learning and support spaces that are present in other buildings and necessary to meet student educational needs.

The committee also recommended the replacement and expansion of Snoqualmie Middle School, as it similarly does not have equitable facilities and learning spaces compared to the District's other two middle schools and has a significant number of classroom doors that open to the exterior which present an ongoing safety and security concern associated with the increase of violence in public schools.

The School Board formally accepted the Citizen's Facilities Advisory Committee recommendations in 2024 and will soon begin discussions on bond planning for these projects.

See Section 6 for more details on the District's capacity planning.



**Section 2. Current District "Standard of Service"**  
(as defined by King County Code 21A.06)

King County Code 21A.06 refers to a “standard of service” that each school district must establish to ascertain its overall capacity. The standard of service identifies the program year, the class size, the number of classrooms, students and programs of special need, and other factors (determined by the district), which would best serve the student population. Relocatables (i.e. portable classroom units) may be included in the capacity calculation using the same standards of service as the permanent facilities.

The standard of service outlined below reflects only those programs and educational opportunities provided to students that directly affect the capacity of the school buildings. The special programs listed below require classroom space; thus, the permanent capacity of some of the buildings housing these programs has been reduced to account for those needs. Standard of Service has been updated to incorporate anticipated class size reduction at the K-3 level but **does not** incorporate additional class size reductions for all other grades, as outlined in Initiative 1351, which was approved by voters in November 2014 but has not yet been funded by Washington State. Future updates to this plan will consider incorporating those class sizes as the state implementation of Initiative 1351 progresses.

**Standard of Service for Elementary Students**

- Average target class size for grades K – 2: 17 students
- Average target class size for grade 3: 17 students
- Average target class size for grades 4-5: 27 students
- Special Education for students with disabilities may be provided in a self-contained classroom. Average target class size: 12 students

The District’s goal is to provide a standard of service of 17 students per classroom for kindergarten through grade 3, and 25 students per classroom in grades 4 through 5. However, the state currently funds grades 4 and 5 at 27 students per classroom.

Identified students will also be provided other special educational opportunities in classrooms designated as follows:

- Resource rooms
- Computer rooms
- Multi Language Learners (MLL)
- Education for disadvantaged students (Title I)
- Highly Capable education
- District remediation programs
- Learning assisted programs
- Transition rooms
- Behavior and other social, emotional programming
- Mild, moderate and severe disabilities
- Preschool programs

### Standard of Service for Secondary Students

- Average target class size for grades 6-8: 27 students
- Average target class size for grades 9-12: 30 students
- Average target class size for Two Rivers School: 20 students
- Special Education for students with disabilities may be provided in a self-contained classroom. Average target class size: 12 students

Identified students will also be provided other special educational opportunities in classrooms designated as follows:

- English Language Learners (ELL)
- Resource rooms (for special remedial assistance)
- Computer rooms

### Room Utilization at Secondary Schools

It is not possible to achieve 100% utilization of regular teaching stations because of scheduling conflicts for student programs, the need for specialized rooms for certain programs, and the need for teachers to have a workspace during their planning periods. Based on actual utilization due to these considerations, the District uses a standard utilization rate of 83% (5 out of 6 periods) for determining middle school capacity.

Beginning in the 2019-20 school year, Mount Si High School converted to a 7-period schedule. Teachers teach 5 of those periods, resulting in an expected room utilization of only 71% (5 out of 7). As enrollment grows, we would expect a need for some teachers to share classrooms throughout the day, resulting in a slightly higher utilization rate of 75%. As a result of lower room utilization rates, the average target class size for capacity purposes for Mount Si has also been increased from 27 to 30. Adjustments to the class size and classroom utilization rates may occur in future revisions to this plan, based on revisions to the new high school schedule as it is implemented.

### **Section 3. Inventory and Evaluation of Current Permanent Facilities**

The District's current overall capacity for the 2024-25 school year is expected to be 8,551, comprised of permanent classroom capacity of 6,524 students, and temporary classroom capacity of 2,027 students. October enrollment for the 2023-24 school year was 6,650 for purpose of the building inventory below. Districtwide, October 2023 enrollment totaled 6,836 full time equivalents ("FTE"), which includes students attending Parent Partnership Program and out-of-district placements.

Calculations of elementary, middle, and high school capacities have been made in accordance with the current standards of service. Due to changes in instructional programs, student needs (including special education) and other current uses, some changes in building level capacity have occurred at some schools. An inventory of the District's schools arranged by level, name, and current permanent capacity are summarized in the following table. In addition, a summary of overall capacity and enrollment for the next six years is discussed further in Section 7.

The physical condition of the District's facilities was evaluated by the 2023 State Study and Survey of School Facilities completed in accordance with WAC 180-25-025. As schools are modernized, the State Study and Survey of School Facilities report is updated. That report is incorporated herein by reference.

**Inventory of Permanent School Facilities and Related Program Capacity  
2024-25 School Year**

<b>ELEMENTARY LEVEL</b>				
<b>Facility</b>	<b>Address</b>	<b>Grade Span</b>	<b>Permanent Capacity *</b>	<b>2023-24 Enrollment **</b>
CASCADE VIEW	34816 SE Ridge Street Snoqualmie, Washington	K thru 5	495	523
FALL CITY	33314 SE 42nd Place Fall City, Washington	K thru 5	280	472
NORTH BEND	400 E 3rd Street North Bend, Washington	K thru 5	325	454
OPSTAD	1345 Stilson Av SE North Bend, Washington	K thru 5	452	563
SNOQUALMIE	39801 SE Park Street Snoqualmie, Washington	K thru 5 & Preschool	261	430
TIMBER RIDGE	34412 SE Swenson Drive Snoqualmie, Washington	K thru 5	583	625
<b>Total Elementary School</b>			<b>2,396</b>	<b>3,067</b>
<b>MIDDLE SCHOOL LEVEL</b>				
<b>Facility</b>	<b>Address</b>	<b>Grade Span</b>	<b>Permanent Capacity *</b>	<b>2023-24 Enrollment **</b>
CHIEF KANIM	32627 SE Redmond-Fall City Road Fall City, Washington	6, 7 & 8	697	533
SNOQUALMIE	9200 Railroad Ave SE Snoqualmie, Washington	6, 7 & 8	336	494
TWIN FALLS	46910 SE Middle Fork Road North Bend, Washington	6, 7 & 8	765	540
<b>Total Middle School</b>			<b>1,798</b>	<b>1,567</b>
<b>HIGH SCHOOL LEVEL</b>				
<b>Facility</b>	<b>Address</b>	<b>Grade Span</b>	<b>Permanent Capacity *</b>	<b>2023-24 Enrollment **</b>
MOUNT SI / TWO RIVERS	8651 Meadowbrook Way SE Snoqualmie, Washington	9 thru 12	2,330	2,016
<b>Total High School</b>			<b>2,330</b>	<b>2,016</b>
<b>TOTAL DISTRICT</b>			<b>6,524</b>	<b>6,650</b>

\* Does not include capacity for special programs as identified in Standards of Service section.

\*\* Difference between enrollment (pg.14) is due to rounding, Parent Partner Program, and out-of-district placements.

#### **Section 4. Relocatable (Portable) Classrooms**

For a definition of relocatables and permanent facilities, see Section 2 of King County Code 21A.06.

The District inventory includes 94 portable classrooms that provide standard capacity and special program space as outlined in Section 2. The District inventory of portables provides approximately 24% of capacity districtwide. The rebuild and expansion of Mount Si High School and the re-opening of Snoqualmie Middle schools has significantly reduced the percentage of secondary students in portable classrooms. At the elementary level, 36% of facility capacity is housed in portable classrooms, which is the equivalent of over 2 entire elementary schools. Based on projected enrollment growth and timing of anticipated permanent facilities, the District anticipates the need to acquire and/or relocate additional portables at the elementary level during the next six-year period.

As enrollment fluctuates, portables provide flexibility to accommodate immediate needs and interim housing. Because of this, new and modernized school sites are all planned to accommodate the potential of adding portables to address temporary fluctuations in enrollment. In addition, the use and need for portables will be balanced against program needs. Portables are not a solution for housing students on a permanent basis, and the District would like to continue to reduce the percentage of students that are housed in portable classrooms.

The cost of portables also varies widely based on the location, jurisdictional permitting requirements and intended use of the classrooms.

The District has an additional 10 portable classrooms in its inventory that are used for special program purposes or districtwide support services and are not available for regular classroom needs.

Two Rivers School relocated to the Mount Si High School campus in the fall of 2021. The District is currently working on facility improvements of that modular classroom facility and expects to bring that building back into available capacity in the Fall of 2025, when it will house the preschool program currently housed at Snoqualmie Elementary.

### **Section 5. Six-Year Enrollment Projections**

The District contracts with Flo Analytics (“FLO”) to project student enrollment over the next six-years. FLO provides the District a low, middle and high-range projections that are based on historic growth trends, future housing construction plans and availability, birth rates, as well as economic and various other factors that contribute to overall population growth. Based on the mid-range projection provided in 2023 by FLO, enrollment is expected to decrease by 42 students (0.6%) over the next six years, with a decline in enrollment the 9-12 level, as the enrollment declines during COVID progress through the system. Elementary enrollment is expected to grow by 5% over the next six years with 6-8 enrollment growing 2%.

The enrollment projections shown below have been adjusted beginning in 2016 to account for the conversion of half-day kindergarten students to full-day kindergarten students, as required by Washington State House Bill 2776, which was enacted in 2010. While this change did not increase the number of students (headcount), doubling the amount of time the students are in school also doubled the number of kindergarten classrooms needed to serve that grade level.

Given enrollment variability in recent years, the District acknowledges that the demographer’s ability to project enrollment could be impacted by several variable factors in the near term including: anticipated housing growth in North Bend, continuing uncertainty regarding the impact of COVID on recent enrollment trends (and return of students to District enrollment), and recent experience of high school students opting for traditional education over the previous numbers enrolling in Running Start. A few years prior to the construction of the new Mount Si High School, the District saw a significant increase in the number of students choosing to enroll in Running Start programs. With the increased availability of dual credit and advanced placement offerings at Mount Si High School, we anticipate an increase of student retention in the 11<sup>th</sup> and 12<sup>th</sup> grades. Additional program enhancements, such as the relocation of Two Rivers onto the Mount Si High School campus, should also improve student outcomes and retention. These factors are not included in the demographer projections below but may result in higher high school enrollment at Mount Si High School over the next six years. We will continue to update enrollment projections in future updates to this plan.

**Snoqualmie Valley School District No. 410**  
**Actual Full-Time Equivalent Enrollment through 2023 and Projected Enrollment from 2024 through 2029**

GRADE:	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Enrollment Projections through 2029								
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029			
Kindergarten **	257	245	267	241	548	508	548	603	402	546	491	492	499	504	514	528	543	557			
1st Grade	495	540	530	578	526	574	530	552	561	475	531	502	533	514	519	530	544	559			
2nd Grade	491	504	559	536	614	560	569	549	516	593	485	542	523	552	532	537	549	563			
3rd Grade	510	509	515	567	559	608	564	572	519	549	579	489	555	527	557	537	542	554			
4th Grade	534	517	509	566	597	566	585	566	534	525	546	584	493	556	528	558	538	543			
5th Grade	492	528	538	526	570	596	557	584	554	545	523	545	579	492	554	527	557	537			
<b>K-5 Subtotal</b>	<b>2,779</b>	<b>2,843</b>	<b>2,918</b>	<b>3,014</b>	<b>3,414</b>	<b>3,412</b>	<b>3,353</b>	<b>3,426</b>	<b>3,086</b>	<b>3,233</b>	<b>3,155</b>	<b>3,154</b>	<b>3,182</b>	<b>3,145</b>	<b>3,204</b>	<b>3,217</b>	<b>3,273</b>	<b>3,313</b>			
6th Grade	504	472	514	570	529	580	582	574	581	548	538	520	550	585	497	559	532	562			
7th Grade	488	512	481	525	572	511	581	590	550	594	536	544	525	547	580	495	555	529			
8th Grade	481	476	505	486	508	563	514	570	558	554	595	542	535	523	544	576	493	551			
<b>6-8 Subtotal</b>	<b>1,473</b>	<b>1,460</b>	<b>1,500</b>	<b>1,581</b>	<b>1,609</b>	<b>1,654</b>	<b>1,677</b>	<b>1,734</b>	<b>1,689</b>	<b>1,696</b>	<b>1,669</b>	<b>1,606</b>	<b>1,610</b>	<b>1,655</b>	<b>1,621</b>	<b>1,630</b>	<b>1,580</b>	<b>1,642</b>			
9th Grade	467	477	489	525	475	510	567	523	571	581	565	617	537	539	527	549	582	497			
10th Grade	406	473	469	473	500	472	499	556	507	576	566	570	592	530	532	520	542	574			
11th Grade	364	369	396	357	310	360	317	369	381	411	461	473	412	437	391	393	383	399			
12th Grade	410	363	388	372	321	283	315	338	376	379	397	416	401	396	420	376	378	369			
<b>9-12 Subtotal</b>	<b>1,647</b>	<b>1,682</b>	<b>1,742</b>	<b>1,727</b>	<b>1,606</b>	<b>1,625</b>	<b>1,698</b>	<b>1,786</b>	<b>1,835</b>	<b>1,947</b>	<b>1,989</b>	<b>2,076</b>	<b>1,942</b>	<b>1,902</b>	<b>1,870</b>	<b>1,838</b>	<b>1,885</b>	<b>1,839</b>			
***																					
<b>K-12 TOTAL</b>	<b>5,899</b>	<b>5,985</b>	<b>6,160</b>	<b>6,322</b>	<b>6,629</b>	<b>6,691</b>	<b>6,728</b>	<b>6,946</b>	<b>6,610</b>	<b>6,876</b>	<b>6,813</b>	<b>6,836</b>	<b>6,734</b>	<b>6,702</b>	<b>6,695</b>	<b>6,685</b>	<b>6,738</b>	<b>6,794</b>			
	2.3%	1.5%	2.9%	2.6%	4.9%	0.9%	0.6%	3.2%	-4.8%	4.0%	-0.9%	0.3%	-1.5%	-0.5%	-0.1%	-0.2%	0.8%	0.8%			

\* Enrollment Projections above reflect mid-range enrollment projections provided by Flo Analytics: January 2023.

\*\* Kindergarteners are counted as 1/2 FTE until 2016, when kindergarten classes transitioned to full day programming.

\*\*\* The district experienced large increases in Running Start enrollment for grades 11-12 recently. It is still too early to determine if this is a trend or an anomaly based on current circumstances (construction, high school schedule, etc.) Future enrollment will continue to be monitored and projections may be adjusted in subsequent updates to the Capital Facilities Plan.

## Section 6. Six-Year Planning and Construction Plan

The District plans to use the following strategies in order to address future needs districtwide:

- Planning and construction of new elementary school capacity;
- Planning and construction of new middle school capacity with a rebuilt Snoqualmie Middle School;
- Use of additional portables to provide housing of students not provided for under other strategies;
- Acquisition of land needed for expansion of transportation facility needs related to growth.

In the fall of 2014, the Board adopted a 2015 bond proposition to construct a newly expanded Mount Si High School with modernization of certain existing components, as well as a new, sixth elementary school. The bond proposition was passed by the voters in February 2015.

The expanded and modernized Mount Si High School, completed in 2021, facilitated the relocation of the freshman campus onto the main high school campus, which in turn created needed middle school capacity by converting the current Freshman Campus back to a middle school (Snoqualmie Middle School).

The 2015 voter-approved proposition also included funds to construct a new Elementary School #6. The construction of Timber Ridge Elementary, completed in 2016, provided initial capacity at all elementary schools to implement full day kindergarten, reduce K-3 class sizes and provide for enrollment growth, as all District elementary schools underwent a re-boundary process in preparation for the opening of Timber Ridge.

Despite the addition of Timber Ridge and recent additions of portable classrooms, the significant reductions in K-3 class sizes have resulted in most elementary schools operating at capacity. Future enrollment growth, when combined with reduced class sizes, will require additional future elementary school capacity. Portable classrooms may provide some short-term relief, however, many of the District's current elementary schools have reached the capacity to add more portable classrooms due to several factors, including land availability, building code restrictions, and capacity of corresponding common areas such as parking, bathrooms, specialist classrooms and building support services. For example, Snoqualmie, Fall City and North Bend Elementaries have approximately 50% of total capacity in portable classrooms. As the District has more than two elementary schools of capacity in portable classrooms, we anticipate future Elementary construction projects to include the reduction of portables within the District.

In the spring of 2020, the District launched a Citizens' Facilities Advisory Committee to begin the process of determining the appropriate solution for future elementary capacity needs, while also attempting to address the large amounts of portable classroom capacity. In 2023, the committee recommended that the highest priority projects for the District should be to rebuild and expand Fall City Elementary, North Bend Elementary and Snoqualmie Middle School.



As part of the committee work, it was determined that North Bend Elementary cannot be remodeled due to its location within the floodway, which requires that the entire building be flood proofed if improved by greater than 50% of its value. As such, any significant improvements to this building would require a new-in-lieu construction. While not in the floodway, Fall City Elementary is like North Bend Elementary in terms of being the oldest buildings in the District and having the largest relative percentage of portable classroom capacity. Rebuild and expansion projects for these two schools will add capacity for future enrollment growth, while also eliminating 29 portable classrooms from District inventory.

The committee also recommended a rebuild and expansion of Snoqualmie Middle School, via construction of a new Middle School on District property on Snoqualmie Ridge. This project would significantly improve safety and security, equity of middle school facilities, educational effectiveness of student spaces, and reduce the demand for District transportation.

Other projects recommended by the committee in future phases could include renovations at Snoqualmie Middle school to repurpose its use for district needs, and expansion/renovations of Opstad Elementary, Snoqualmie Elementary and Chief Kanim Middle Schools. Should enrollment exceed current projections, a 7th elementary school could also be considered in the future.

In 2024, the School Board officially accepted the Citizens' Facility Advisory Committee recommendations.

The 2015 bond proposition also included consideration for the construction of a separate preschool facility that will serve the growing special education needs of the District. This facility would increase the capacity at the elementary school which currently houses the preschool program and will allow for expansion of our preschool capacity in response to overall population growth. The Board has approved the remodel and expansion of the old Two Rivers facility in North Bend for this purpose. Given floodplain considerations, the District is still in the process of planning and permitting of this new facility. Once complete, the relocation of the preschool program will create some additional capacity at Snoqualmie Elementary, which is noted in the capacity projections in this plan.

The District also needs to identify additional land for an expanded transportation facility to serve enrollment growth adequately. The District's current transportation facility is inadequate for meeting future District needs. This capacity concern has been somewhat masked by recent driver staffing shortages. However, as the District hires more drivers to meet the current student population, this need will become more relevant. In planning for the 2015 bond measure, the Board considered adding a new transportation facility to the project list. While this facility was one of the higher priorities recommended for consideration when developing the 2015 bond measure, it was not included given the overall cost of the other school construction projects. In preparation for a future bond measure to fund this need, additional land must be identified to meet likely short-term needs, as well as to develop a long-term plan to develop a full-scale transportation facility that will support the future enrollment growth of the District. While the costs of this facility cannot be included in the impact fee calculation, the facility need is noted as part of the District's overall plan.

## **Section 7. Six-Year Classroom Capacities: Availability/Deficit Projections**

The following table summarizes the permanent and portable projected capacity to serve students during the periods of this Plan.

As demonstrated in the table, the District has continuing permanent capacity needs at the elementary school level. Some of those needs were partially addressed with the opening of Timber Ridge Elementary School. However, given the conversion to full day kindergarten and reduced elementary class sizes required by 2018, combined with current enrollment growth from new development, even after opening Timber Ridge, the District faces a need to plan for additional capacity at the K-5 level. Some of those additional capacity needs may require remediation in the short-term with portable classrooms as well as the construction of a separate preschool facility that will increase the capacity at the elementary school which currently houses the preschool program and will allow for expansion of our preschool capacity in response to overall population growth. The construction of additional permanent elementary capacity will address the longer-term capacity and educational needs of students. For purposes of this plan, we anticipate North Bend Elementary school to be rebuilt and expanded by 2029, with a similar rebuild and expansion of Fall City Elementary to be completed in 2030.

With the completion and opening of MSHS, the District has provided available capacity to serve new growth at grades 9 through 12. The expansion of Mount Si High School results in significant improvements in permanent capacity at the high school and middle school levels.

The District is anticipated to have 24% of its districtwide classroom capacity in portable classrooms for the 2024-25 school year. At the elementary level, 37% of the anticipated classroom capacity is in portable classrooms. With the associated reduction of portable classrooms associated with the elementary capacity addition projects, the District would have 21% of its overall classroom capacity in portable classrooms in 2028.

The District will continue to work towards reducing the percentage of students housed in portable classrooms, while also monitoring the future elementary school needs.

## PROJECTED CAPACITY TO HOUSE STUDENTS

### Elementary School K-5

PLAN YEARS: *	2024	2025	2026	2027	2028	2029
<b>Permanent Capacity **</b>	<b>2,396</b>	<b>2,396</b>	<b>2,456</b>	<b>2,456</b>	<b>2,456</b>	<b>2,456</b>
New Construction: <i>Preschool, Elementary Capacity</i>	-	60	-	-	-	325
<b>Permanent Capacity subtotal:</b>	<b>2,396</b>	<b>2,456</b>	<b>2,456</b>	<b>2,456</b>	<b>2,456</b>	<b>2,781</b>
Projected Enrollment:	3,182	3,145	3,204	3,217	3,273	3,313
<b>Surplus/(Deficit) of Permanent Capacity:</b>	<b>(786)</b>	<b>(689)</b>	<b>(748)</b>	<b>(761)</b>	<b>(817)</b>	<b>(532)</b>
Portable Capacity Available:	1,377	1,377	1,377	1,377	1,419	1,419
Portable Capacity Changes (+/-):	-	-	-	42	-	(280)
<b>Surplus/(Deficit) with Portables:</b>	<b>591</b>	<b>688</b>	<b>629</b>	<b>658</b>	<b>602</b>	<b>607</b>

### Middle School 6-8

PLAN YEARS: *	2024	2025	2026	2027	2028	2029
<b>Permanent Capacity</b>	<b>1,798</b>	<b>1,798</b>	<b>1,798</b>	<b>1,798</b>	<b>1,798</b>	<b>1,798</b>
	-	-	-	-	-	-
<b>Permanent Capacity subtotal:</b>	<b>1,798</b>	<b>1,798</b>	<b>1,798</b>	<b>1,798</b>	<b>1,798</b>	<b>1,798</b>
Projected Enrollment:	1,610	1,655	1,621	1,630	1,580	1,642
<b>Surplus/(Deficit) of Permanent Capacity:</b>	<b>188</b>	<b>143</b>	<b>177</b>	<b>168</b>	<b>218</b>	<b>156</b>
Portable Capacity Available:	650	650	650	650	650	650
Portable Capacity Changes (+/-):	-	-	-	-	-	-
<b>Surplus/(Deficit) with Portables:</b>	<b>838</b>	<b>793</b>	<b>827</b>	<b>818</b>	<b>868</b>	<b>806</b>

### High School 9-12

PLAN YEARS: *	2024	2025	2026	2027	2028	2029
<b>Permanent Capacity</b>	<b>2,330</b>	<b>2,330</b>	<b>2,330</b>	<b>2,330</b>	<b>2,330</b>	<b>2,330</b>
	-	-	-	-	-	-
<b>Total Capacity:</b>	<b>2,330</b>	<b>2,330</b>	<b>2,330</b>	<b>2,330</b>	<b>2,330</b>	<b>2,330</b>
Projected Enrollment:	1,942	1,902	1,870	1,838	1,885	1,839
<b>Surplus/(Deficit) Permanent Capacity:</b>	<b>388</b>	<b>428</b>	<b>460</b>	<b>492</b>	<b>445</b>	<b>491</b>
Portable Capacity Available:	0	0	0	0	0	0
Portable Capacity Changes (+/-):	-	-	-	-	-	-
<b>Surplus/(Deficit) with Portables:</b>	<b>388</b>	<b>428</b>	<b>460</b>	<b>492</b>	<b>445</b>	<b>491</b>

### K-12 TOTAL

PLAN YEARS: *	2024	2025	2026	2027	2028	2029
<b>Total Permanent Capacity:</b>	<b>6,524</b>	<b>6,584</b>	<b>6,584</b>	<b>6,584</b>	<b>6,584</b>	<b>6,909</b>
Total Projected Enrollment:	6,734	6,702	6,695	6,685	6,738	6,794
<b>Surplus/(Deficit) Permanent Capacity:</b>	<b>(210)</b>	<b>(118)</b>	<b>(111)</b>	<b>(101)</b>	<b>(154)</b>	<b>115</b>
Total Portable Capacity	2,027	2,027	2,027	2,069	2,069	1,789
<b>Total Permanent and Portable Capacity</b>	<b>8,551</b>	<b>8,611</b>	<b>8,611</b>	<b>8,653</b>	<b>8,653</b>	<b>8,698</b>
<b>Surplus/(Deficit) with Portables:</b>	<b>1,817</b>	<b>1,909</b>	<b>1,916</b>	<b>1,968</b>	<b>1,915</b>	<b>1,904</b>

\* Plan Years are calendar years; projected enrollment listed above represents fall enrollment of that year.

\*\* North Bend Elementary rebuild would provide permanent capacity of 650 students compared to current permanent capacity of 325, for a net addition of 325, as well as the ability to eliminate existing portable capacity of 280.

## **Section 8. Impact Fees and the Finance Plan**

By law, impact fees cannot be the sole source of funding new growth capacity. The school impact fee formula ensures that new development only pays for a portion of the cost of the facilities necessitated by new development. The following impact fee calculations examine the costs of housing the students generated by each new single family dwelling unit and each new multi-family dwelling unit. These are determined using student generation factors, which indicate the number of students that each dwelling produces based on recent historical data. The student generation factor is applied to the anticipated school construction costs (construction cost only, **not** total project cost), which is intended to calculate the construction cost of providing capacity to serve each new dwelling unit during the six-year period of this Plan. The formula does not require new development to contribute to the costs of providing capacity to address needs created by existing housing units.

The construction cost, as described above, is reduced by any State matching dollars anticipated to be awarded to the District, and the present value of future tax payments related to the debt service on school construction bonds. This adjusted construction cost quantifies the cost of additional capacity per new residence during the six-year period of this Plan.

In accordance with the regulations of King County and the cities of Sammamish, Snoqualmie and North Bend, the local community must share 50% of each cost per new residence. As such, the final impact fee proposed by the District to its respective municipalities for collection reflects this additional required reduction to the cost per new residence.

The impact of these factors renders impact fees charged and collected insufficient to fully fund school construction projects. Local support via bonds will constitute most of the funding required to construct new facilities.

It may be of interest to the reader, especially those in our communities, that the District qualified for State matching dollars for both the Timber Ridge Elementary and Mount Si High School projects. The amounts awarded via 'State Match' are determined at the State level and represented approximately 11% of the total expected costs of both projects - essentially covering the sales tax that school projects are required to charge on publicly funded projects. So, like impact fees, State Match dollars will typically only make minor contributions towards actual construction project costs.

The finance plan below demonstrates how the Snoqualmie Valley School District plans to finance improvements for the years 2024 through 2029. The financing components include secured funding (via the approved 2015 bond proposition) for the preschool facility but will also require additional bonds to be approved. The District currently owns undeveloped land in both Snoqualmie and North Bend, either of which could be used for additional school capacity projects. The District must also plan for additional land and facilities to meet identified transportation facility needs. Future updates to this Plan will include updated information regarding these capacity-related projects and their associated construction costs.

## 2024 FINANCING PLAN

Facility:	Estimated Cost	Unsecured Source of Funds:			Secured Source of Funds:			
		Bonds/Local	State Match*	Impact Fees	Bonds	State Match	Impact Fees	Other Sources
Preschool	\$5,300,000	\$0	\$0	\$150,000	\$5,000,000	\$0	\$150,000	\$0
Elementary School Construction	\$103,200,000 <sup>1</sup>	\$96,050,000	\$4,150,000	\$2,000,000	\$0	\$0	\$1,000,000	\$0
Portable Classrooms - ES	\$720,000	\$0	\$0	\$545,000	\$0	\$0	\$175,000	\$0
Land Acquisition/Development - Transportation Facility Expansion	\$8,000,000	TBD	\$0	\$0	\$0	\$0	\$0	\$0

<sup>1</sup> Listed here are estimated total project costs as adjusted for cost escalation through anticipated bid year. Please note that only construction cost (not total anticipated project cost) is used in the calculation of school impact fees. Those are estimated as follows:

**Added Elementary School Capacity:** Estimated total project cost = 103,200,000 Estimated cost of construction = \$82,300,000

For the purposes of this Plan’s construction costs, the District is using actual costs for recent portable acquisitions, increased by an inflationary cost estimate. The estimated cost for the elementary capacity project is based off cost estimates prepared by NAC Architecture, using costs based on recent elementary construction bid awards, and estimated cost inflation through the midpoint of the planned project. Other projects’ costs have been estimated internally based on market rates and preliminary design work in progress.

The District has also updated State match availability estimates from OSPI. A district can be eligible for potential State matching funds for 1) new construction, and 2) modernization/new-in-lieu construction. Matching funds are calculated using grade level capacity grouped into two categories: grades K-8 and grades 9-12.

For K-8 facilities, the District would currently qualify for state matching funds for some new construction and modernization. Even with the equivalent of two elementary schools in portable classrooms, the District only qualifies for state match funding for approximately half of the square footage of a new elementary school. Modernization funding is specific to individual buildings. Based on the estimates provided by OSPI, the combined state matching funds for modernization and new construction would only cover between 5% and 8% of construction costs, for North Bend Elementary and Fall City Elementary, respectively.

We are hopeful that in the coming years, the State will address this obvious deficiency in the adequacy of state funding for facilities.

## Appendix A: Single Family Residence Impact Fee Calculation

### Site Aquisition Cost Per Residence

Formula: ((Acres x Cost per Acre) / Facility Size) x Student Factor

	Site Size	Cost / Acre	Facility Size	Student Factor	
Elementary	15	\$0	n/a	0.2800	\$0.00
Middle	25	\$0	n/a	0.1150	\$0.00
High	40	\$0	n/a	0.1260	\$0.00
A----->					\$0.00

### Permanent Facility Construction Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Permanent/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$82,300,000	650	0.2800	0.8541	\$30,279.82
Middle	\$0	0	0.1150	0.9013	\$0.00
High	\$0	0	0.1260	1.0000	\$0.00
B----->					\$30,279.82

### Temporary Facilities Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Temporary/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$360,000	20	0.2800	0.1459	\$735.34
Middle	\$0	27	0.1150	0.0987	\$0.00
High	\$0	28	0.1260	0.0000	\$0.00
C----->					\$735.34

### State Match Credit Per Residence (if applicable)

Formula: Current Construction Cost Allocation x SPI Footage x District Match x Student Factor

	CCCA	SPI Footage	District Match	Student Factor	
Elementary	\$375.00	90	5.00%	0.2800	\$472.50
Middle	\$375.00	117		0.1150	n/a
High	\$375.00	130	n/a	0.1260	n/a
D----->					\$472.50

### Tax Credit Per Residence

Average Residential Assessed Value	\$932,275
Current Debt Service Tax Rate	\$1.3100
Annual Tax Payment	\$1,221.28
Bond Buyer Index Annual Interest Rate	3.48%
Discount Period (Years Amortized)	10
TC----->	\$10,167.15

### Fee Per Residence Recap:

Site Acquisition Cost	\$0.00
Permanent Facility Cost	\$30,279.82
Temporary Facility Cost	\$735.34
Subtotal	\$31,015.16
State Match Credit	(\$472.50)
Tax Payment Credit	(\$10,167.15)
Subtotal	\$20,375.51
50% Local Share	(\$10,187.76)
<b>Impact Fee, net of Local Share</b>	<b>\$10,187.76</b>

## Appendix A: Multi-Family Residence Impact Fee Calculation

### Site Aquisition Cost Per Residence

Formula: ((Acres x Cost per Acre) / Facility Size) x Student Factor

	Site Size	Cost / Acre	Facility Size	Student Factor	
Elementary	15	\$0	n/a	0.1500	\$0.00
Middle	25	\$0	n/a	0.0480	\$0.00
High	40	\$0	n/a	0.0520	\$0.00
A----->					\$0.00

### Permanent Facility Construction Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Permanent/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$82,300,000	650	0.1500	0.8541	\$16,221.91
Middle	\$0	0	0.0480	0.9013	\$0.00
High	\$0	0	0.0520	1.0000	\$0.00
B----->					\$16,221.91

### Temporary Facilities Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Temporary/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$360,000	20	0.1500	0.1459	\$393.93
Middle	\$0	27	0.0480	0.0987	\$0.00
High	\$0	28	0.0520	0.0000	\$0.00
C----->					\$393.93

### State Match Credit Per Residence (if applicable)

Formula: Current Construction Cost Allocation x SPI Footage x District Match x Student Factor

	CCCA	SPI Footage	District Match %	Student Factor	
Elementary	\$375.00	90	5.00%	0.1500	\$253.13
Middle	\$375.00	117	n/a	0.0480	n/a
High	\$375.00	130	n/a	0.0520	n/a
D----->					\$253.13

### Tax Credit Per Residence

Average Residential Assessed Value	\$368,798
Current Debt Service Tax Rate	\$1.3100
Annual Tax Payment	\$483.13
Bond Buyer Index Annual Interest Rate	3.48%
Discount Period (Years Amortized)	10
TC----->	\$4,022.01

### Fee Per Residence Recap:

Site Acquisition Cost	\$0.00
Permanent Facility Cost	\$16,221.91
Temporary Facility Cost	\$393.93
Subtotal	\$16,615.84
State Match Credit	(\$253.13)
Tax Payment Credit	(\$4,022.01)
Subtotal	\$12,340.71
50% Local Share	(\$6,170.35)
<b>Impact Fee, net of Local Share</b>	<b>\$6,170.35</b>

## Appendix B: Composite Student Generation Factors

Single Family Dwelling Unit:								
	Auburn	Fife	Issaquah	Lake Wash.	Northshore	Renton	Riverview	Average:
<b>Elementary</b>	0.269	0.295	0.342	0.345	0.324	0.146	0.239	<b>0.280</b>
<b>Middle</b>	0.107	0.129	0.146	0.155	0.118	0.046	0.104	<b>0.115</b>
<b>High</b>	0.117	0.115	0.153	0.148	0.120	0.089	0.137	<b>0.126</b>
<b>Total:</b>	<b>0.493</b>	<b>0.539</b>	<b>0.641</b>	<b>0.648</b>	<b>0.562</b>	<b>0.281</b>	<b>0.480</b>	<b>0.521</b>

Multi Family Dwelling Unit:								
	Auburn	Fife	Issaquah	Lake Wash.	Northshore	Renton	Riverview	Average:
<b>Elementary</b>	0.482	0.084	0.086	0.030	0.071	0.146	0.149	<b>0.150</b>
<b>Middle</b>	0.131	0.038	0.040	0.013	0.027	0.065	0.025	<b>0.048</b>
<b>High</b>	0.146	0.040	0.033	0.011	0.034	0.069	0.033	<b>0.052</b>
<b>Total:</b>	<b>0.759</b>	<b>0.162</b>	<b>0.159</b>	<b>0.054</b>	<b>0.132</b>	<b>0.280</b>	<b>0.207</b>	<b>0.250</b>

Note: The above student generation rates represent unweighted averages, based on King County school districts that measure student generation rates. Average rates were used for the purpose of calculating the impact fees in Appendix A.

Ordinance No. 10162, Section R. Page 5: lines 30 thru 35 & Page 6: line 1:

“Student factors shall be based on district records on average actual student generation rates for new developments constructed over a period of not more than five (5) years prior to the date of the fee calculation: provided that, if such information is not available in the district, data from adjacent districts, districts with similar demographics, or county wide averages may be used.”

In 2023, the District also analyzed student generation rates within Snoqualmie Valley and found the following rates:

**2022–23 District K–12 Students per Housing Unit Built 2017–2021**

Housing Type	Housing Units	K–5 Students	6–8 Students	9–12 Students	K–5	6–8	9–12	K–12 Total
Single-family	753	204	67	71	0.271	0.089	0.094	0.454
Multifamily <sup>1</sup>	306	91	39	47	0.297	0.127	0.154	0.578

Table 1 sources: Snoqualmie Valley School District October 2022 Student Information System enrollment, King County GIS parcel areas, and King County Department of Assessments residential building, apartment complex, and condo complex data with year built 2017–2021. Analysis conducted by FLO Analytics.

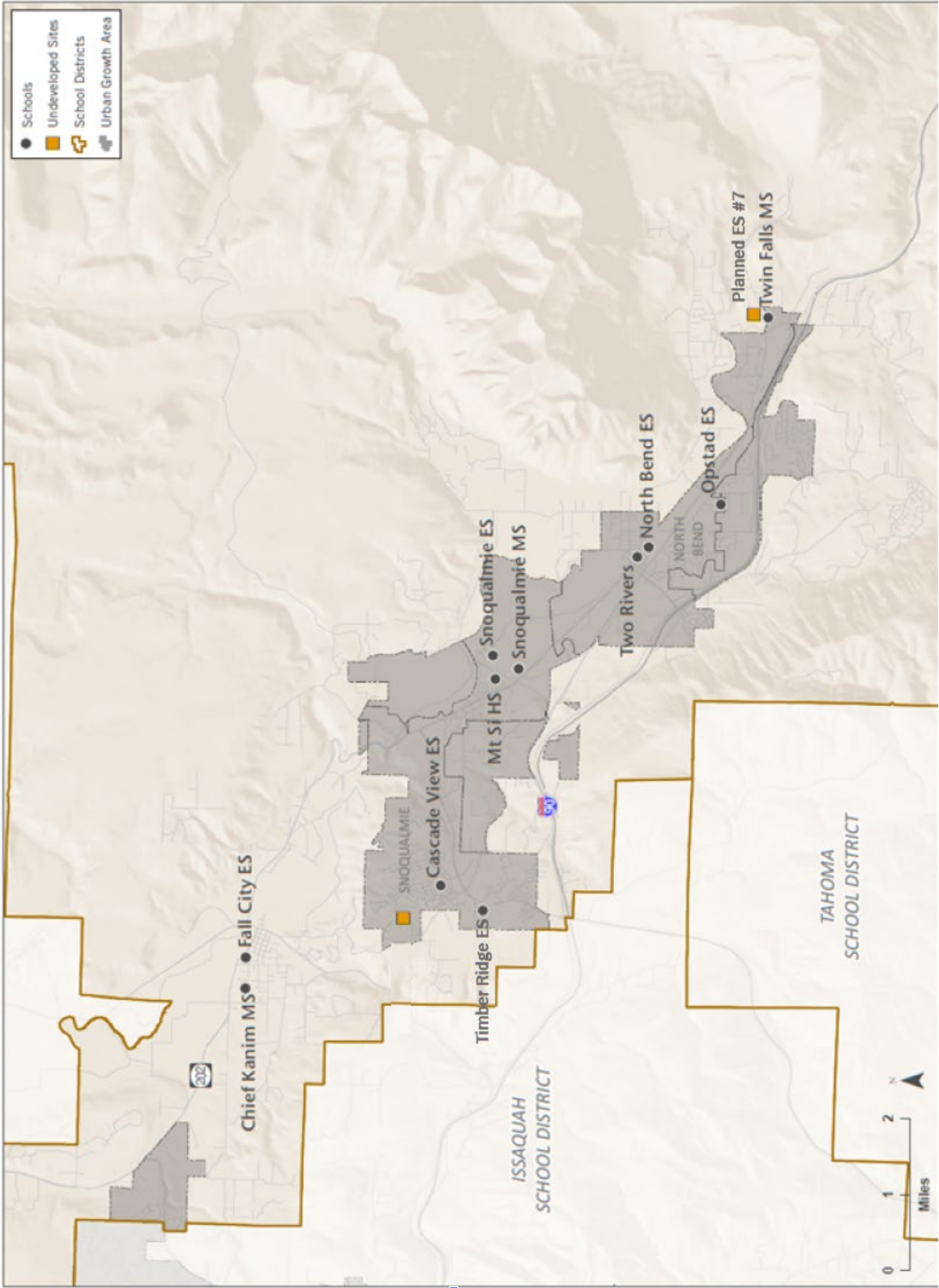
1. Multifamily includes apartments, condominiums, duplexes, triplexes, 4-plexes, and townhomes.

The above multi-family rate was determined from four separate developments constructed in the measurement period. Of those, two multi-family developments had student generation rates higher than the single family rate. While one of those was an affordable housing complex, it is interesting to note that a market-rate development had nearly similar student generation. Multi-family developments can vary widely and the number of students generated depends on the nature of the developments, including affordability, number of bedrooms, and even proximity to local schools. The District has chosen to use the King County averages for the purpose of calculating the 2024 Impact Fees but will likely revisit this analysis in the next update to the CFP.



The District also notes that local cities and jurisdictions are currently updating their comprehensive plans to be able to provide housing for their proportional share of future expected housing needs in King County. Given constraints on developable land, potential changes to zoning, density and annexation might also impact the student generation outlook in future updates to the CFP, as well as capital facilities to house future additional students.

### Schools and Undeveloped Sites in Snoqualmie Valley School District





# BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

**AB24-116**  
**October 28, 2024**  
**Committee Report**

## AGENDA BILL INFORMATION

<b>TITLE:</b>	<b>AB24-116: Reclaimed Water System Improvements Project</b>	<input checked="" type="checkbox"/> Discussion Only <input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
<b>PROPOSED ACTION:</b>	Discussion only.	

<b>REVIEW:</b>	Department Director	Jeff Hamlin	10/16/2024
	Finance	n/a	Click or tap to enter a date.
	Legal	n/a	Click or tap to enter a date.
	City Administrator	Mike Chambless	Click or tap to enter a date.

<b>DEPARTMENT:</b>	Parks & Public Works		
<b>STAFF:</b>	Andrew Vining and Jeff Hamlin		
<b>COMMITTEE:</b>	Parks & Public Works	<b>COMMITTEE DATE:</b> October 22, 2024	
<b>EXHIBITS:</b>	1. Map of Class A Reclaimed Water System 2. Reclaimed Water Storage Tank and Irrigation Pump Station Renderings		

<b>AMOUNT OF EXPENDITURE</b>	\$ n/a
<b>AMOUNT BUDGETED</b>	\$ n/a
<b>APPROPRIATION REQUESTED</b>	\$ n/a

## SUMMARY

### INTRODUCTION

The City produces and distributes Class A reclaimed water during dry season months for non-drinking uses such as landscape irrigation. Reclaimed water is wastewater that gets treated to such a high level that it can be used safely for irrigation. By using reclaimed water, the City preserves potable water resources for drinking water purposes. The reclaimed water reservoir improvements will upgrade the dated reclaimed water distribution system and bring it into compliance with current state standards.

### LEGISLATIVE HISTORY

#### State Legislation

The state legislature approved the Reclaimed Water Use Act in 1992 codified as RCW 90.46. This act encouraged using reclaimed water for land application, industrial, and commercial uses. In 1997 the Water Reclamation and Reuse Standards were developed to support this act. Most recently in 2006 this act was amended to expand uses of reclaimed water and directed state agencies to develop framework for safe and

beneficial use of reclaimed water – this amendment is the origin of the reclaimed water rule.

Following the 2006 legislative direction state agencies (Department of Health and Department of Ecology) jointly began developing the framework over a 12-year period based on stakeholder feedback. In 2018 the Reclaimed Water Rule (WAC 0173-219) was adopted to encourage the use of reclaimed water to help meet the growing need for clean water across the state by establishing regulatory framework for the generation, distribution, and the use of reclaimed water for beneficial use. Concurrently agencies published the Reclaimed Water Facilities Manual or “Purple Book” which provides more in-depth guidance for utilities that produce reclaimed water.

### City Legislation

Following the state adoption of Reclaimed Water Rule in 2018 the City began evaluating options to ensure compliance with updated state standards. On February 25, 2019 under [AB19-022](#) City Council authorized RH2 Engineering (RH2) to prepare a Reclaimed Water Irrigation System Analysis Feasibility Study to provide agency coordination and evaluate potential solutions to meet the Reclaimed Water Rule standards. During this period the City also renewed its Water Reclamation Facility NPDES Permit WA0022403 (Permit) which authorizes the production and distribution of up to 1.56 million gallons of Class A Reclaimed Water daily. The City provided comment to the City’s draft permit on February 24, 2020 and received responses from Ecology documented in the permit. The final Permit outlines necessary improvements to the City’s reclaimed water distribution system and an associated compliance schedule. The following agenda bills were approved by Council to facilitate these improvements and continue production of Class A water. On November 28, 2022 City Council approved [AB22-146](#) Resolution No. 1632 authorizing a contract with RH2 to complete a Reclaimed Water Distribution System Engineering Report. This contract was amended on October 3<sup>rd</sup>, 2023 under [AB23-110](#) which authorized RH2 to complete design of the reclaimed water reservoir improvements.

### BACKGROUND

The City’s reclaimed water distribution system was constructed by the Snoqualmie Ridge Developer in 1997 based on RCW 90.46 standards at that time. The City utilizes sand filtration enhanced treatment followed by ultraviolet disinfection to treat reclaimed water to Class A standards. Following treatment, Class A water is then pumped to Eagle Lake Reservoir for temporary storage prior to distribution as irrigation water to various locations on the ridge including Snoqualmie Ridge Golf Course, City parks and right-of-ways, and the Snoqualmie Ridge Business Park. The reclaimed water system has operated for 25 years in this configuration with no major improvements or recorded public health incidents.

Despite this clean track record of public use, City operations staff have observed times of degraded class A water quality in the reclaimed water distribution system. The water degradation is a result of the distribution system being built to the old standards, specifically the system lacks adequate cross-connection controls needed to protect Class A water from lower-quality water sources. Class A water produced at the City’s Water Reclamation Facility is monitored daily and consistently meets state standards. However, once delivered to Eagle Lake Class A water is degraded by lower-quality water including urban stormwater runoff. In addition, the pump station intake is located near the lake bottom results in periodic intake of lake sediments.

The Reclaimed Water Rule standards are more comprehensive than the 1997 standards and require that reclaimed water produced not be degraded during storage and distribution. The 2018 Reclaimed Water Facilities Manual (The Purple Book) Chapter 7 provides guidelines for delivery of reclaimed water including storage and cross-connection control requirements. The old standards did not consider protection of Class A water during storage and distribution. The City’s current Permit provides a 6-year extension to the 2018 reclaimed water rule and an associated compliance schedule for implementing improvements.

## **ANALYSIS**

The City's Class A reclaimed water storage and distribution system does not meet current state standards and must be improved to ensure compliance with new standards for safe and reliable delivery of reclaimed water to customers. Over the past 5 years and following adoption of the Reclaimed Water Rule, City staff and consultants have discussed with state agencies options to upgrade the Class A distributions system to current standards. These discussions are reflected in Permit comments, meeting minutes, and the Reclaimed Water Distribution System Engineering Report. The City has been granted a 6-year extension to the 2018 reclaimed water rule and must complete upgrades to the system no later than July 2026 to continue Class A water distribution.

The City distributes an annual average of 18 million gallons Class A water to customers for irrigation purposes. Available during peak irrigation season this volume of water offsets potable water usage by up to 15% of the peak demand, equivalent to 2,000 ERUs. The City's Water System Plan identifies limitations to water rights and source capacity within the current 20-year planning period. As a result, due to the City's projected population growth and limited water rights, switching Class A customers to potable water is not a viable long-term solution.

City administration recommends improving the Class A water distribution system to current standards to ensure safe and reliable delivery of reclaimed water and preservation of potable water resources.

## **BUDGET IMPACTS**

The overall project cost is estimated to be \$9 million. The City has received \$6.866M state funding for this project thru the Ecology Water Quality Combined Funding program. The offer consists of a \$6.866 million low-interest loan which will be used for project design and construction costs. The City has requested additional state funding to cover the remaining project cost.

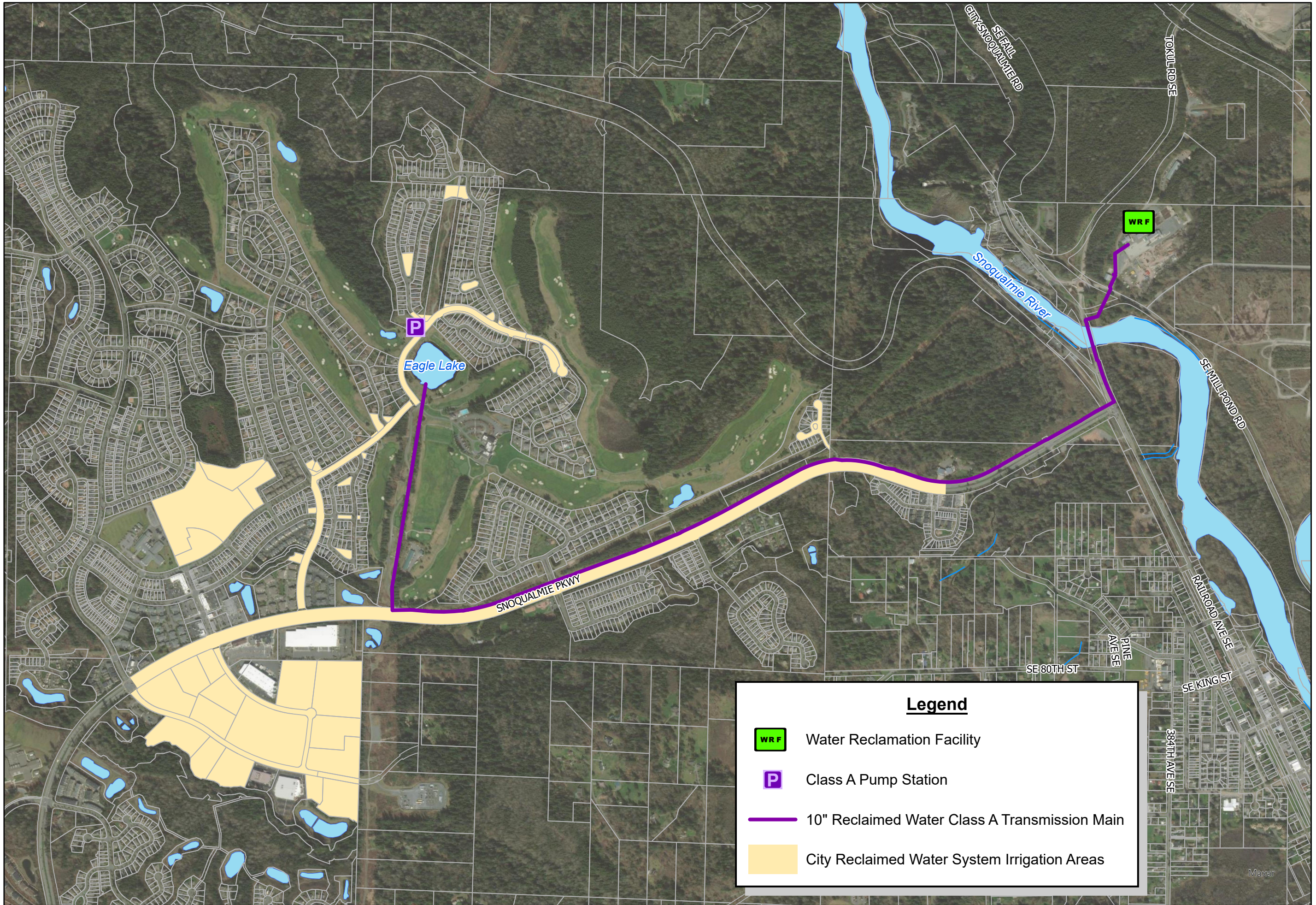
## **NEXT STEPS**

The City is currently soliciting written or oral feedback on the proposed improvements. The deadline for public comments is November 14, 2024 – and any comments shared in this public meeting will be incorporated.

Construction of the Reclaimed Water Improvements is anticipated to begin in Spring of 2025.

## **PROPOSED ACTION**

Discussion only. No Council action. Members of the public are invited to provide public comments related to these proposed improvements.



**Legend**

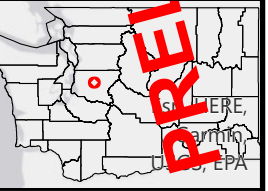
- Water Reclamation Facility
- Class A Pump Station
- 10" Reclaimed Water Class A Transmission Main
- City Reclaimed Water System Irrigation Areas

This map is a graphic representation of the City of Snoqualmie's Geographic Information System (GIS) data. It was designed and created by City staff. It is not guaranteed to survey accuracy. This map is based on the best information available on the date shown on this map.

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**Vicinity Map**



**Reclaimed Water Reuse Plan  
City of Snoqualmie  
Water Reclamation Facility  
Phase 3 Design**



1 inch : 1,000 Feet  
0 250 500 1,000 Feet

DRAWING IS FULL SCALE WHEN BAR MEASURES 2"

**RH2** 190  
NORTH

J:\DATA\SNOQ\_GEN\INFO\COMP PLANS\RECLAIMED WATER\APRX BY: LMOJARAB PLOT DATE: OCT 5, 2022 COORDINATE SYSTEM: NAD 1983 HARN STATEPLANE WASHINGTON NORTH FIPS 4601 FEET

PRELIMINARY

# The City of Snoqualmie: Proposed Reclaimed Water Storage Tank and Irrigation Pump Station

Item 10.



View from Ridge Street



View from Hole 2 Green



View from Access Road



**BUSINESS OF THE CITY COUNCIL  
CITY OF SNOQUALMIE**

**AB24-112  
October 28, 2024  
Committee Report**

**AGENDA BILL INFORMATION**

<b>TITLE:</b>	<b>AB24-112: Reclaimed Water System Improvements Project Amendment to RH2 Services Agreement</b>	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
	<b>PROPOSED ACTION:</b> Approve Amendment No. 2 to the Eagle Lake Water Reclamation Basin Improvements Services Agreement with RH2 Engineering for Design Services.	

<b>REVIEW:</b>	Department Director	Jeff Hamlin	10/16/2024
	Finance	Janna Walker	10/15/2024
	Legal	David Linehan	10/16/2024
	City Administrator	Mike Chambless	Click or tap to enter a date.

<b>DEPARTMENT:</b>	Parks & Public Works		
<b>STAFF:</b>	Andrew Vining, Project Engineer		
<b>COMMITTEE:</b>	Parks & Public Works	<b>COMMITTEE DATE:</b> October 22, 2024	
<b>EXHIBITS:</b>	1. Amendment No. 2 to RH2 Services Agreement 2. Technical Memorandum- Reclaimed Water Irrigation Pump Station 3. Reclaimed Water System Improvement Project Budget Summary 4. CIP Excerpt - Eagle Lake Water Reclamation Basin Improvements Project		

<b>AMOUNT OF EXPENDITURE</b>	\$ 284,000
<b>AMOUNT BUDGETED</b>	\$ 321,000
<b>APPROPRIATION REQUESTED</b>	\$ 296,492

**SUMMARY**

**INTRODUCTION**

This agenda bill seeks to amend the existing Professional Services Agreement (PSA) with RH2 Engineering to design and permit a new reclaimed water irrigation pump station (IPS) to operate adjacent to the new reservoir. These improvements will upgrade the dated reclaimed water distribution system and bring into compliance with current state standards.

**LEGISLATIVE HISTORY**

The following agenda bills were approved by Council to facilitate the reclaimed water distribution system improvements and continue production of Class A water. On November 28, 2022 City Council approved [AB22-146](#) Resolution No. 1632 authorizing a contract with RH2 to complete a Reclaimed Water Distribution System Engineering Report. This contract was amended on October 3<sup>rd</sup>, 2023 under [AB23-110](#) which authorized RH2 to complete design of the reclaimed water reservoir improvements. This proposed agenda bill authorize RH2



to complete remaining design tasks necessary to incorporate a new irrigation pump station at the reservoir site.

## **BACKGROUND**

Over the past year City staff have been working to advance the design of the reclaimed water distribution system improvements. During this design process the City staff and consultants evaluated using the existing IPS in conjunction with the new reclaimed water reservoir. As detailed in the enclosed Reclaimed Water Irrigation Pump Station Technical Memorandum (Exhibit 2) the existing IPS is 25 years old and is in poor condition. Major structural improvements would need to be made to the IPS to connect it to the new reservoir system including a new below grade clear well, 1,100-foot force-main pipe along Eagle Lake Drive, and on top of that pump replacement would be expected in the next 5 to 10 years. Building a new irrigation pump station adjacent to the reclaimed water reservoir will include additional features that will increase operability and efficiency of the reclaimed water system and will more effectively meet the 2018 reclaimed water rule.

The decision to replace the irrigation pump station was initially presented to Parks and Public Works Committee on February 21<sup>st</sup>, 2024. Following this meeting the cost to replace the irrigation pump station was incorporated into project budget estimates presented to council. This contract amendment will authorize RH2 engineering to advance the new irrigation pump station thru final design and permitting.

## **ANALYSIS**

The City's Class A reclaimed water storage and distribution system does not meet current state standards and must be improved to ensure compliance with new standards for safe and reliable delivery of reclaimed water to customers. Construction of a new irrigation pump station adjacent to the reclaimed reservoir will most effectively comply with current standards. The new pump station will facilitate reservoir recycle pumping, maintenance cleaning, and SCADA integration that will provide operators with full control of reclaimed water distribution. Replacing the old IPS eliminates the potential for cost over-runs related to unforeseen subsurface conditions – including submerged pump cans, inlet piping, and utilities along Eagle Lake Drive which is the single ingress/ egress to the uphill residents. Further the existing IPS is 25 years old and is poorly configured. Its poor condition does not warrant further investment for a complete renovation.

City administration recommends replacement of the existing Eagle Lake IPS with a new pump station located adjacent to the planned reservoir along Ridge Street.

## **BUDGET IMPACTS**

Administration recommends approving an amendment to the contract with RH2, Inc. in the amount of \$284,000 to complete the design of the Pump Station adjacent to Eagle Lake Reclamation Basin. This project was originally incorporated in the 2023-2028 Capital Improvement Plan (CIP) (See Exhibit #4) with a life-of-project budget of \$3,332,000. Since then, the life-of-project budget has been adjusted to \$8,651,047 within the 2025-26 Biennial Budget Ordinance (No. 1296). The 2023-24 Amended Budget appropriated \$321,000 for this project. However, AB23-110 adjusted the \$321,000 appropriation for this project up to \$765,192 by delaying the Pressure Reducing Valve Project (#417), using appropriation from Water Utility (#401) and Wastewater Utility (#402), and a \$49,006 budgetary amendment. In the current biennium, \$351,577 has been spent and \$426,107 has been encumbered for contracts within the Eagle Lake Improvements Project. With the addition of the RH2 contract, the project is \$296,492 over budget for the 2023-24 biennium, as shown in the table below.

**Eagle Lake Water Reclamation Basin Improvements**

	<b>2023-2024 Amended Biennial Budget</b>	
<b>Beginning Budget (from AB23-110)</b>	\$	765,192
<b>Expenditures</b>	\$	(351,577)
<b>Outstanding Contract Value (Previously Approved)</b>	\$	(426,107)
<b>Current Available Budget</b>	\$	(12,492)
<b>Value of this Contract (AB24-112)</b>	\$	(284,000)
<b>Available Budget / (Shortfall) after AB24-112</b>	\$	(296,492)

Based on current engineering estimates, approximately \$500,000 of the outstanding contract value and the current contract amendment will occur during the current biennium, with the remainder expected to occur in 2025. Administration will follow the contract's progress and billings and bring forward an amendment for the remainder of the 2023-24 biennium, if necessary, of up to \$296,492. At the start of the 2025-26 biennium, these expenditures will fold into the continuing appropriation of the life-of-project budget of \$8,651,047, as shown below.

**Eagle Lake Water Reclamation Basin Improvements**

	<b>Life-of-Project Budget (Multiple Bienniums)</b>	
<b>Beginning Budget (from AB23-110)</b>	\$	8,651,047
<b>Expenditures</b>	\$	(351,577)
<b>Outstanding Contract Value (Previously Approved)</b>	\$	(426,107)
<b>Current Available Budget</b>	\$	7,873,363
<b>Value of this Contract (AB24-112)</b>	\$	(284,000)
<b>Available Budget / (Shortfall) after AB24-112</b>	\$	7,589,363

**NEXT STEPS**

City staff and consultants will advance the reclaimed water reservoir and pump station improvements to final design. Council may expect upcoming agenda bills related to following project action items:

- Public Comment Opportunity
- Land purchase Documents
- Acceptance of State Funding

These agenda bills will be brought forward to meet the following project deadlines:

- December 31, 2024 – Final Plans and Specifications (Currently Underway)
- June 30, 2026 – Declaration of Construction Completion

**PROPOSED ACTION**

Move to Approve Amendment No. 2 to the Eagle Lake Water Reclamation Basin Improvements Services Agreement with RH2 Engineering for Design Services.

CITY OF SNOQUALMIE  
 AGREEMENT FOR CONSULTANT SERVICES  
 Amendment No. 2  
 Eagle Lake Water Reclamation Basin Improvements

This Amendment No. 2 to Agreement for Consulting Services is entered into by and between the City of Snoqualmie, a Washington municipal corporation, (“City”) and RH2 Engineering, Inc., a Washington corporation, (“Consultant”). City and Consultant are collectively referred to herein as “the Parties.”

**WHEREAS**, the City and Consultant previously entered into an Agreement for Consultant Services on December 2, 2022 (“Agreement”), which provided for Consultant to complete an engineering report and design cross-control improvements to the Class A reclaimed water distribution system;

**WHEREAS**, on October 9<sup>th</sup>, 2023, Council approved Amendment No. 1 to the Agreement that included final reservoir design, permitting, support during bidding, and updates to the City’s Reclaimed Water System Plan; and

**WHEREAS**, the City has requested Consultant to provide additional services including final design, permitting, and support during bidding of a new Reclaimed Water Irrigation Pump Station; and

**WHEREAS**, Consultant has the resources and capability to perform this work and has provided a scope of work and an hour and fee estimate for such additional work;

**NOW, THEREFORE**, the Parties mutually agree as follows:

**Section 1. Exhibit A Scope of Work Amended.** Exhibit A (“Scope of Work”) to the Agreement dated December 2, 2022, is hereby amended to add the additional work tasks set forth in Exhibit A to this Amendment No. 2.

**Section 2. Compensation Amended.** Section 2 of the Agreement dated December 2, 2022, entitled (“Compensation”), is hereby amended to increase the total compensation to be paid Consultant for the work from \$765,192 to \$1,049,192.

**Section 3. Exhibit B Amended.** Exhibit B to the Agreement dated December 2, 2022, is hereby amended to add the additional compensation and fee estimate details set forth in Exhibit B to this Amendment No. 2.

**Section 4. Exhibit C Amended.** Exhibit C to the Agreement dated December 2, 2022, is hereby amended to revise the rates and charges in Exhibit C to this Amendment No. 2.

**Section 5. No Other Provisions Affected.** Except as modified in this Amendment No. 2, all other provisions of the Agreement dated December 2, 2022, remain in full force and effect.

**Section 6. Effective Date.** This Amendment No. 2 is effective as of the date of the last signature affixed below.

///

ACKNOWLEDGED AND AGREED TO BY:

CITY OF SNOQUALMIE

CONSULTANT  
RH2 ENGINEERING, INC.

By: \_\_\_\_\_  
Katherine Ross, Mayor

By: \_\_\_\_\_  
Name \_\_\_\_\_  
Its: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Deana Dean, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
David Linehan, City Attorney

**EXHIBIT A**  
**Scope of Work**  
**Amendment No. 2**  
**City of Snoqualmie**  
**Reclaimed Water Distribution System**  
**IPS Design and Permitting**  
August 2024

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## Background

The City of Snoqualmie (City) owns and operates a potable water system, a reclaimed water system, and an irrigation system. The City's Water Reclamation Facility (WRF) supplies Class A reclaimed water to Eagle Lake, where it is stored as irrigation supply for the City and its customers, including the Snoqualmie Ridge Golf Course (Golf Course). The main customers are supplied irrigation water from the Irrigation Pump Station (IPS), including the City, the Business Park Owners Association, and the Snoqualmie Ridge Owners Association. The Golf Course irrigation system is owned and operated by the Golf Course and is separate from City operations.

The City has decided to accelerate the replacement of the IPS instead of reusing the existing pump station. The IPS will be bid with the closed water reservoir improvements currently under design by RH2 Engineering, Inc. (RH2). The City requested that RH2 prepare bid-ready design documents, provide permitting support, and provide services during bidding for the IPS.

The previous scopes of work included the following tasks:

- **Task 1 – Reclaimed Water Engineering Report**
- **Task 2 – Project Management**
- **Task 3 – Reclaimed Water System Plan Update**
- **Task 4 – Loan and Grant Application Assistance**
- **Task 5 – Preliminary Design**
- **Task 6 – Final Design**
- **Task 7 – Permitting**
- **Task 8 – Services During Bidding**
- **Task 9 – Management Reserve**

This Scope of Work and Fee Estimate includes the addition of the following tasks:

- **Task 10 – IPS Bid-Ready Design**
- **Task 11 – IPS Permitting**
- **Task 12 – IPS Services During Bidding**

Future tasks include the following:

- **Task 13 – Services During Construction**
- **Task 14 – SCADA Programming**

## General Assumptions

In preparing this Scope of Work, the following assumptions were made:

- *The Reclaimed Water Distribution System Engineering Report prepared by RH2 (June 2023) as part of the original scope of work currently has been approved by the Washington State Department of Ecology (Ecology) and the Washington State Department of Health (DOH); therefore, a separate Project Report submittal to DOH will not be required as part of the project’s preliminary design.*
- *The Reclaimed Water Distribution System Engineering Report did not include the new irrigation pump station. It is assumed that for this scope of work, the Engineering Report will not need to be updated.*
- *The closed water reservoir and IPS improvements will be bid together.*
- *RH2 will rely upon the accuracy and completeness of information, data, and materials generated or produced by the City or others in relation to this Scope of Work. RH2 assumes that the entity providing such information to RH2 is either the owner of such information or has obtained written authorization from the owner to distribute said information.*
- *Deliverables will be submitted in electronic format (PDF) unless otherwise noted.*
- *RH2 will perform the services described up to the amounts included in the attached Fee Estimate. If additional effort is needed, that extra work will be mutually determined and agreed upon by the City and RH2.*

## Task 10 – IPS Bid-Ready Design

**Objective:** Prepare 60- and 90-percent plans, specifications, and opinions of probable construction cost (OPCCs) for City review and comment. Prepare bid-ready plans, specifications, and construction contract documents for the IPS.

### Approach:

- 10.1 Prepare Design Criteria Checklist – Summarize criteria, standards, guidance, and/or codes governing the design, including mechanical, structural, and electrical design criteria. Develop a checklist for presenting design choices to the City. Discuss the City’s preferences and finalize the design criteria checklist.
- 10.2 Prepare Structural Calculations – Prepare structural calculations for the IPS, including the roof and foundation. Provide quality assurance and quality control (QA/QC) review of structural calculations. Make recommended updates and additions to calculations per the QA/QC

review comments. Prepare and format calculations, with supporting documentation, for the Building Permit application.

- 10.3 Prepare Design Documents – Prepare technical specifications, construction contract documents, OPCC, and design plans, including plans, sections, elevations, and details, as follows:
- Prepare site and utility design plans including demolition plan, site grading, access to the proposed pump station, utilities, and stormwater improvements.
  - Prepare structural plans including building elevations, foundation plan, floor plan, roof plan, structural sections, and structural details. *It is assumed that the IPS will be a concrete masonry unit structure with a cast-in-place concrete foundation and wood framed roof structure.*
  - Prepare mechanical design plans of supply and discharge water mains, valves, and pumps (plan view, sections, and mechanical details). Prepare mechanical design plans for ventilation, heating, and dehumidification equipment and conduits.
  - Prepare electrical and control design plans (legend, one-line diagram, power distribution and signal plan, lighting and receptacle plan, details, schedules, control logic diagrams, and telemetry/control panel details).
  - Prepare portable emergency generator connection design plans and details. *It is assumed that the site will not include a permanent engine generator due to the time of year the IPS typically is operating.*
  - Develop design specifications using Divisions 1 through 18 of RH2’s standard technical specifications tailored for this project. Develop front-end specifications and non-technical specifications using the City’s standard legal documents updated to reflect the project improvements. Develop schedule of prices and measurement and payment descriptions.
  - Prepare and update the OPCC.
- 10.4 Submit 60-Percent Design Documents to City – Submit the 60-percent design plans, specifications, and OPCC to the City. Prepare meeting agenda and attend one (1) meeting with the City to discuss the 60-percent review comments. Prepare meeting minutes.
- 10.5 Submit 90-Percent Design Documents to City – Update the design documents based on City review comments and submit the 90-percent design plans, specifications, and OPCC to the City. Prepare meeting agenda and attend one (1) meeting with the City to discuss the 90-percent review comments. Prepare meeting minutes.
- 10.6 Perform Internal QA/QC – Perform internal QA/QC review of the 90-percent design plans and specifications.

10.7 Prepare Bid-Ready Design Documents – Incorporate internal QA/QC and City review comments, and Ecology and City Community Development Department (CDC) permitting conditions into the plans and specifications. Prepare bid-ready plans, specifications, and OPCC.

**Assumptions:**

- *The closed water reservoir and IPS improvements will be bid together as one (1) set of plans, construction contract documents, and specifications.*

**Provided by the City:**

- Preferences for design criteria checklist.
- One (1) set of 60-percent plans and specifications with City markups.
- One (1) set of 90-percent plans and specifications with City markups.

**RH2 Deliverables:**

- Structural calculations for inclusion in the Building Permit application (Task 11).
- Three (3) hard copies and one (1) PDF of half-size design plans at the 60- and 90-percent design phases.
- Three (3) hard copies, one (1) PDF, and one (1) Word file of the specifications at the 60- and 90-percent design phases.
- Three (3) hard copies and one (1) PDF of the OPCC at the 60- and 90-percent design phases.
- Three (3) hard copies and one (1) PDF of half-size bid-ready plans and OPCC.
- Three (3) hard copies, one (1) PDF, and one (1) Word file of the bid-ready specifications.

**Task 11 – IPS Permitting**

**Objective:** Perform environmental background reviews to facilitate preparation of local and state permit applications. Perform additional permitting tasks to comply with Ecology State Environmental Review Process (SERP) requirements. Prepare and submit permit applications to the City’s CDC, Ecology, and DOH.

**Approach:**

- 11.1 Coordinate with CDC – Coordinate with the City’s CDC regarding planned project improvements and anticipated permits.
- 11.2 Prepare Building Permit – Prepare a Building Permit application for the project and submit to the City. *The Building Permit will be submitted during Task 10. The effort estimated for this subtask is based on RH2’s current understanding of the requirements for Building Permits in the City; project-specific requirements may require more or less effort related to the Building Permit.*



- 11.3 Perform Additional Permitting Tasks – Perform an environmental site investigation. Coordinate with an arborist to assess tree health, write a report to comply with City tree preservation and removal requirements, and develop a landscaping plan. Prepare a migratory bird treaty act (MBTA) and bald and golden eagle protection act (BGEPA) avoidance and conservation plan to meet SERP requirements. Prepare an environmental justice memorandum to meet SERP requirements. Prepare a No Effect (NE) Letter to address Endangered Species Act (ESA) compliance and SERP requirements.
- 11.4 Respond to Agency Comments – Coordinate with City staff to review applications and respond to requests for information following permit submittals. Respond to City comments by letter if requested. *RH2 cannot guarantee agency approvals. The level of effort that will be necessary for agency coordination is difficult to estimate; therefore, RH2 has estimated a level of effort that is typical for permit coordination and facilitation. It is assumed that there will be up to two (2) rounds of review comments from the City. If additional coordination is needed, RH2 can prepare an amendment to this Scope of Work.*

**Assumptions:**

- *The City will pay all permit fees directly.*
- *RH2 will submit permit packages directly to the City’s CDC.*
- *No date is warranted or implied for agency response or approval.*
- *The project site does not contain wetland and/or stream features, or other critical areas. A critical areas study will not be required for this project.*
- *The project will disturb less than one (1) acre of land and will not require a National Pollutant Discharge Elimination System (NPDES) Construction Stormwater General Permit from Ecology.*

**Provided by the City:**

- Payment of permit fees.
- Review and comment on draft permitting applications.

**RH2 Deliverables:**

- Building Permit application.
- MBTA and BGEPA avoidance and conservation plan.
- Environmental Justice Memorandum.
- ESA NE letter.
- Electronic records of correspondence and coordination with agency staff.

## Task 12 – IPS Services During Bidding

**Objective:** Assist with the bidding phase for the IPS.

**Approach:**

- 12.1 Submit Bid Documents and Advertisement – Submit plans, specifications, and appendices to the Builders Exchange of Washington (BXWA) for posting on its online system. *BXWA will be utilized to maintain the planholders list.* Post a copy of the same documents on the City’s website for viewing. Submit advertisement for bids to the Daily Journal of Commerce.
- 12.2 Respond to Questions from Bidders – Respond to bidders’ technical questions during the bidding process. Questions and responses will be shared with the City for review and comment prior to sending to bidders. *RH2 will forward bidders’ procedural questions to the City for response.*
- 12.3 Prepare and Issue Addenda – Prepare up to two (2) draft addenda and submit to the City for review. Revise the addenda based on City comments and prepare a final version to submit to BXWA for posting. Post a copy of each addendum on the City’s website for viewing. Revise and update the OPCC to reflect cost changes based on the addenda.
- 12.4 Conduct Pre-Bid Walkthrough – Attend a pre-bid walkthrough of the project site with bidding contractors and the City.
- 12.5 Attend Bid Opening and Prepare Analysis – Attend the bid opening and prepare a bid tabulation. Review the lowest three (3) bids, with the exception of insurance documents, which are to be reviewed by the City. Check references for the lowest bidder and prepare a letter of recommendation of award to the City.

**Assumptions:**

- *The City will pay any fees associated with the online bidding system directly.*
- *The City will pay all project advertisement fees directly.*
- *The City will respond to bidders’ procedural questions.*
- *The City will review insurance documents in the bid package(s).*
- *The City will handle bid award and construction contract execution.*

**Provided by the City:**

- Payments for online bidding system fee(s) and advertisement fee(s).
- Responses to bidders’ procedural questions.
- Review of draft addenda.
- Review of insurance documents in bid.
- Bid award and contract execution.

**RH2 Deliverables:**

- Responses to bidders' technical questions.
- One (1) hard copy, one (1) PDF, and one (1) Word file for up to two (2) draft and final addenda.
- One (1) hard copy and one (1) PDF of up to two (2) updated OPCC.
- Review of non-insurance documents in bids and bid tabulation.
- One (1) hard copy, one (1) PDF, and one (1) Word file of the letter of recommendation of award.

**Project Schedule**

RH2 is prepared to commence with the work upon written authorization from the City, and continue until completion of the IPS design, which is scheduled for December 2024. The City's goal is to have construction of the reclaimed water reservoir and IPS complete by June 30, 2026, to comply with the milestones listed in on the City's NPDES Permit.

**EXHIBIT B**

**Fee Estimate**

**Amendment No. 2**

**City of Snoqualmie**

**Reclaimed Water Distribution System**

**IPS Design and Permitting**

**Aug-24**

Description	Total Hours	Total Labor	Total Subconsultant	Total Expense	Total Cost
Task 10 IPS Bid-Ready Design	1081	\$ 222,174	\$ 13,800	\$ 19,042	\$ 255,016
Task 11 IPS Permitting	92	\$ 18,482	\$ -	\$ 559	\$ 19,041
Task 12 IPS Services During Bidding	46	\$ 9,498	\$ -	\$ 445	\$ 9,943
<b>PROJECT TOTAL</b>	<b>1219</b>	<b>\$ 250,154</b>	<b>\$ 13,800</b>	<b>\$ 20,046</b>	<b>\$ 284,000</b>

<b>EXHIBIT C</b>		
<b>RH2 ENGINEERING, INC.</b>		
<b>2024 SCHEDULE OF RATES AND CHARGES</b>		
<b>RATE LIST</b>	<b>RATE</b>	<b>UNIT</b>
Professional I	\$168	\$/hr
Professional II	\$186	\$/hr
Professional III	\$207	\$/hr
Professional IV	\$227	\$/hr
Professional V	\$245	\$/hr
Professional VI	\$259	\$/hr
Professional VII	\$282	\$/hr
Professional VIII	\$296	\$/hr
Professional IX	\$314	\$/hr
Technician I	\$132	\$/hr
Technician II	\$144	\$/hr
Technician III	\$162	\$/hr
Technician IV	\$177	\$/hr
Technician V	\$193	\$/hr
Technician VI	\$213	\$/hr
Technician VII	\$231	\$/hr
Technician VIII	\$243	\$/hr
Administrative I	\$88	\$/hr
Administrative II	\$103	\$/hr
Administrative III	\$123	\$/hr
Administrative IV	\$144	\$/hr
Administrative V	\$166	\$/hr
CAD/GIS System	\$27.50	\$/hr
CAD Plots - Half Size	\$2.50	price per plot
CAD Plots - Full Size	\$10.00	price per plot
CAD Plots - Large	\$25.00	price per plot
Copies (bw) 8.5" X 11"	\$0.09	price per copy
Copies (bw) 8.5" X 14"	\$0.14	price per copy
Copies (bw) 11" X 17"	\$0.20	price per copy
Copies (color) 8.5" X 11"	\$0.90	price per copy
Copies (color) 8.5" X 14"	\$1.20	price per copy
Copies (color) 11" X 17"	\$2.00	price per copy
Technology Charge	2.50%	% of Direct Labor
Night Work	10.00%	% of Direct Labor
Mileage	\$0.6700	price per mile (or Current IRS Rate)
Subconsultants	15%	Cost +
Outside Services	at cost	

# RH2 TECHNICAL MEMORANDUM

**Client:** City of Snoqualmie  
**Project:** Reclaimed Water Distribution System Improvements  
**Project File:** SNQ 0220187.00.0006  
**Project Manager:** Barney Santiago, PE  
**Composed by:** Cassidy Brand, EIT, and Barney Santiago, PE  
**Reviewed by:** Rick Ballard, PE  
**Subject:** Reclaimed Water Irrigation Pump Station  
**Date:** August 1st, 2024



Signed: 08/01/2024

## Background

The City of Snoqualmie (City) owns and operates a reclaimed water supply and distribution system that is 25 years old. The City's Water Reclamation Facility supplies Class A reclaimed water to Eagle Lake, where it is stored as irrigation supply for City-supplied customers and The Club at Snoqualmie Ridge Golf Course. City customers are supplied irrigation water from the City-owned Irrigation Pump Station (IPS) located near Eagle Lake. The Golf Course irrigation system is owned and operated by the Golf Course and is separate from City operations. The City currently is designing improvements for its reclaimed water system to meet updated National Pollutant Discharge Elimination System Permit requirements. Improvements include a new closed water reservoir to be located just east of SE Ridge Street and north of Hole 2 at the Golf Course.

The City asked RH2 Engineering, Inc., (RH2) to prepare this technical memorandum to evaluate the advantages and disadvantages of using the existing IPS or building a new IPS to serve end users from the new reclaimed water system reservoir.

## Existing IPS

RH2's *Reclaimed Water Distribution System Engineering Report (2023)* (**Attachment 1**) assumed the City would reuse the existing IPS as part of the reservoir improvements. The main advantage of reusing the existing IPS is that it would reduce the cost of near-term improvements to the reclaimed water system. However, there are several disadvantages to continuing to operate the existing IPS, including the following:

- The existing IPS is aging and in poor condition. The suction side piping and irrigation pumps have deteriorated due to decades of withdrawing Class A water from Eagle Lake, resulting in expedited wear on the pump cans and related suction piping.
- A new control structure and clearwell would be required to hydraulically operate the existing IPS with the new reservoir.

- The existing IPS is structurally connected to the Golf Course’s irrigation pump station. Operating the new reservoir with the existing IPS would require modifying the existing yard piping that is in close proximity to the Golf Course’s primary irrigation piping.
- Connecting the existing IPS to the new reservoir would require additional irrigation force main to be installed on Eagle Lake Drive SE, which would disrupt homeowners and Golf Course activities during construction. Eagle Lake Drive SE is congested with buried utilities and construction of a new 10-inch irrigation force main in the right-of-way would be slow and complex.

The construction cost to extend the irrigation transmission main from the reservoir to the existing IPS as well as to construct ancillary control and clearwell structures would range between \$650,000 and \$900,000. The existing IPS pumps are approximately 25 years old and have limited useful life remaining. If the existing IPS is reconfigured to accommodate the new reclaimed water reservoir, the City would need to plan to replace the pumps in the next 5 to 10 years. This would be an additional cost of approximately \$200,000 to \$300,000.

## Proposed IPS

A new IPS would be constructed at the reclaimed water reservoir site. Although constructing a new IPS would be more costly than reusing the existing IPS, there are several advantages, including the following:

- The existing IPS pumps have 5 to 10 years of useful life remaining.
- Additional features that increase operability and efficiency of the reclaimed water system could be implemented at a new IPS. These features include variable frequency drives for the pumps, connections to a portable backup power generator, and emergency chlorination.
- The new reclaimed water reservoir will slightly change the hydraulic grade of the reclaimed water system. The new IPS can be designed around the reservoir hydraulics to maximize efficiency.
- The proposed IPS equipment and piping will only convey high quality Class A reclaimed water instead of a mixture of Class A water and low-quality raw surface water currently drawn from Eagle Lake. Additionally, the new IPS will have the ability to dispose of Class A water to the sewer system if it does not meet specifications.
- The proposed IPS will be located at the secured reservoir site adjacent to the reservoir. This will limit the number of sites that operators and maintenance personnel must regularly visit.

The construction cost to implement a new IPS at the reservoir site would range between \$2,200,000 and \$2,800,000.

## Recommendations

Based on the many advantages of building a new IPS at the reclaimed water reservoir site, RH2 recommends the City design and construct the proposed IPS. A new IPS would cost \$1,300,000 to \$1,600,000 more than reusing the existing IPS, and the City would have a new facility independent from Golf Course infrastructure dedicated to conveying high-quality Class A reclaimed water. If the City were to reuse the existing IPS, the transmission main to connect the reservoir to the existing IPS would be a costly and disruptive construction project that may be abandoned years after installation. It would be more economical to implement new irrigation infrastructure now than to invest in depreciating assets associated with the existing pump station that has limited useful life remaining.

## Attachments

Attachment 1 – Reclaimed Water Distribution System Engineering Report



## ***Attachment 1***

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# **Reclaimed Water Distribution System Engineering Report**



# RECLAIMED WATER DISTRIBUTION SYSTEM ENGINEERING REPORT

*Prepared for City of Snoqualmie*

December 2023

SNQ 22-0187



Prepared by:  
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# City of Snoqualmie

# Reclaimed Water Distribution System

December 2023

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Prepared by RH2 Engineering, Inc.

Prepared for City of Snoqualmie

Note: This Engineering Report was completed under the direct supervision of the following Licensed Professional Engineers registered in the State of Washington.

Sincerely,

**RH2 ENGINEERING, INC.**



Signed: 12/07/2023

# City of Snoqualmie

## Reclaimed Water Distribution System

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# City of Snoqualmie

# Reclaimed Water Distribution System

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Appendix A – SEPA Checklist

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# City of Snoqualmie

# Reclaimed Water Distribution System

## Engineering Report

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## Introduction

This Engineering Report (Report) evaluates alternatives for the City of Snoqualmie (City) to improve its reclaimed water distribution system to meet the requirements of the Washington State Department of Ecology's (Ecology) Reclaimed Water Rule and to comply with Permit Section R8.A.1 of the City's current Reclaimed Water Permit. This Report includes the reclaimed water system alternatives analysis and the preliminary design of the preferred alternative.

## Background

The City owns and operates a potable water system, a sanitary sewer system, and a reclaimed water system. The reclaimed water supply and distribution system finished construction in 1999. The City's Water Reclamation Facility (WRF) supplies Class A reclaimed water to Eagle Lake, where it is stored as irrigation supply for City-supplied customers and the Snoqualmie Ridge Golf Course (Golf Course). City customers are supplied irrigation water from the City owned Irrigation Pump Station (IPS) located near Eagle Lake. The Golf Course irrigation system is owned and operated by the Golf Course and is separate from City operations. **Figure 1** shows the reclaimed water transmission main from the WRF to Eagle Lake, as well as the City's reclaimed water system irrigation areas.

In 2021, Ecology issued the City's updated National Pollutant Discharge Elimination System (Permit) Permit (No. WA0022403), which included additional requirements for the City's reclaimed water system. These updates are based on the recently modified Reclaimed Water Rule, Chapter 173-219 Washington Administrative Code (WAC), which includes requirements that did not exist at the time the reclaimed water system was constructed. Through the NPDES Permit, Ecology is requiring the City to modify the reclaimed water distribution system to "...not allow contamination of reclaimed water by lower quality water, such as urban stormwater runoff." The purpose of this Report is to analyze alternatives and propose reclaimed water system improvements to fulfill Permit Section R8.A.1 submittal requirements. The use of reclaimed water is necessary to help meet the growing need for clean water for beneficial use. It is RH2 Engineering, Inc., (RH2) and the City's understanding that the goal of the Reclaimed Water Rule and the Permit, as it pertains to the City's Class A reclaimed water irrigation system, is to prevent degradation of reclaimed water quality from other sources.

The existing City irrigation system is a non-expanding reclaimed water system. At this time, the City has no intention to increase the service area or number of customers that receive reclaimed water.

## Historical Irrigation Usage

Currently, reclaimed water is produced at the WRF, sent to Eagle Lake via the Reclaimed Water Transmission Main, and then pumped from the IPS to the City's irrigation distribution system. The municipal side of the IPS has three pumps that supply a 10-inch pipeline that connects to

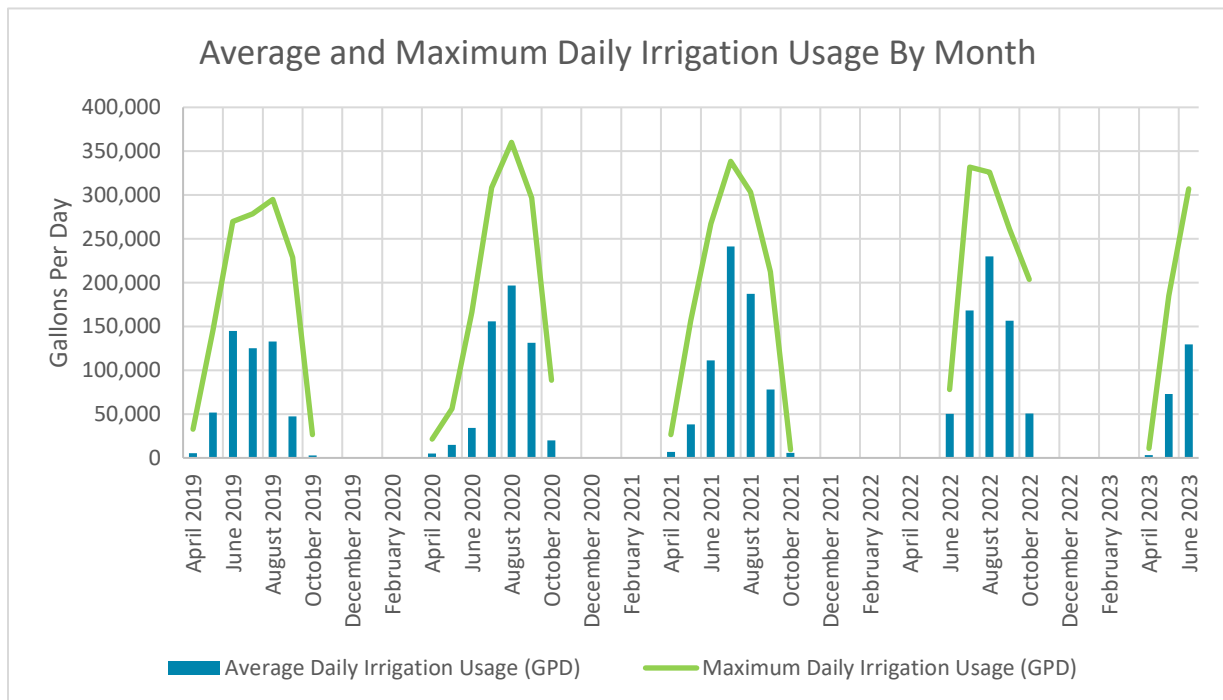
the City’s irrigation distribution system. **Table 1** shows the existing pumps’ capacity, total dynamic head, and horsepower.

**Table 1**  
**Existing Municipal Irrigation Pumps**

Pump Quantity and Type	Pump Capacity (gpm)	Total Dynamic Head (ft)	Horsepower
(2) Vertical Turbine Pumps	500	400	75
(1) Jockey Pump	40	600	7.5

Historically, the City supplied Eagle Lake from two sources; Class A reclaimed water from the City’s WRF, and water from the City’s potable water system. In 2019, the City transitioned to using only reclaimed water for irrigation to help conserve potable water for beneficial use. **Figure 2** shows the average and maximum daily irrigation use for each month from April 2019 to June 2023 during irrigation season. During the 2019 through 2022 irrigation seasons, the average volume of irrigation water used for the City’s irrigation system was 17.9 million gallons (MG) per year. This is not total reclaimed water supply to Eagle Lake or does it include supply to the Golf Course irrigation system.

**Figure 2**  
**Average and Maximum Daily Irrigation Usage per Month**



The existing City irrigation system controller is a Rain Bird Maxicom Central Control System with meters to the various points of connection to bill customers. This Maxicom system controls irrigation of City areas overnight between the hours of 10 PM and 6 AM. **Table 2** summarizes the daily irrigation water demands.

**Table 2**  
**City Irrigation Demands Summary**

Condition	Criteria	Gallons
Average Daily Demand	Average Day Production in July and August 2019-2022	180,000
Maximum Daily Demand	Maximum Day Production from 2019-2022	360,000
Maximum Daily Irrigation Pump Capacity	Eagle Lake Pump Station capacity with two 500 gallons per minute (gpm) pumps continuously running for 8 hours each night	480,000

The City contracts with Extended Range Forecasting Company, Inc., (ERF, aka Water Management Group, Inc.) to manage the irrigation system. The irrigation system piping varies throughout distribution, and there are multiple pressure regulating valves which reduce pressure to the zone of application. The jockey pump operates intermittently to maintain a pressure setpoint within the system, a minimum of 70 pounds per square inch (psi).

## Alternatives Analysis

Ecology is requiring that the City’s irrigation system be separated from Eagle Lake so that it does not pump water that is comingled with other potential water sources. In addition, the Reclaimed Water Rule requires that any Class A reclaimed water generator or distributor must maintain a free chlorine residual greater than 0.2 milligrams per liter (mg/L) or a total chlorine residual greater than 0.5 mg/L “...from the facility to the point of use to prevent biological growth, prevent deterioration of reclaimed water quality, and to protect public health.” (WAC 173-219-370(1)). RH2 evaluated two distribution system improvement alternatives to comply with these regulations. Alternative 1 would transition the City’s entire municipal irrigation supply downstream of the IPS to potable water, which inherently has a chlorine residual. Alternative 2 would construct a closed reservoir to store and separate reclaimed water generated by the WRF from the Golf Course’s Eagle Lake. This alternative would either have a permanent chlorination system for disinfection or have appurtenances to implement emergency chlorination.

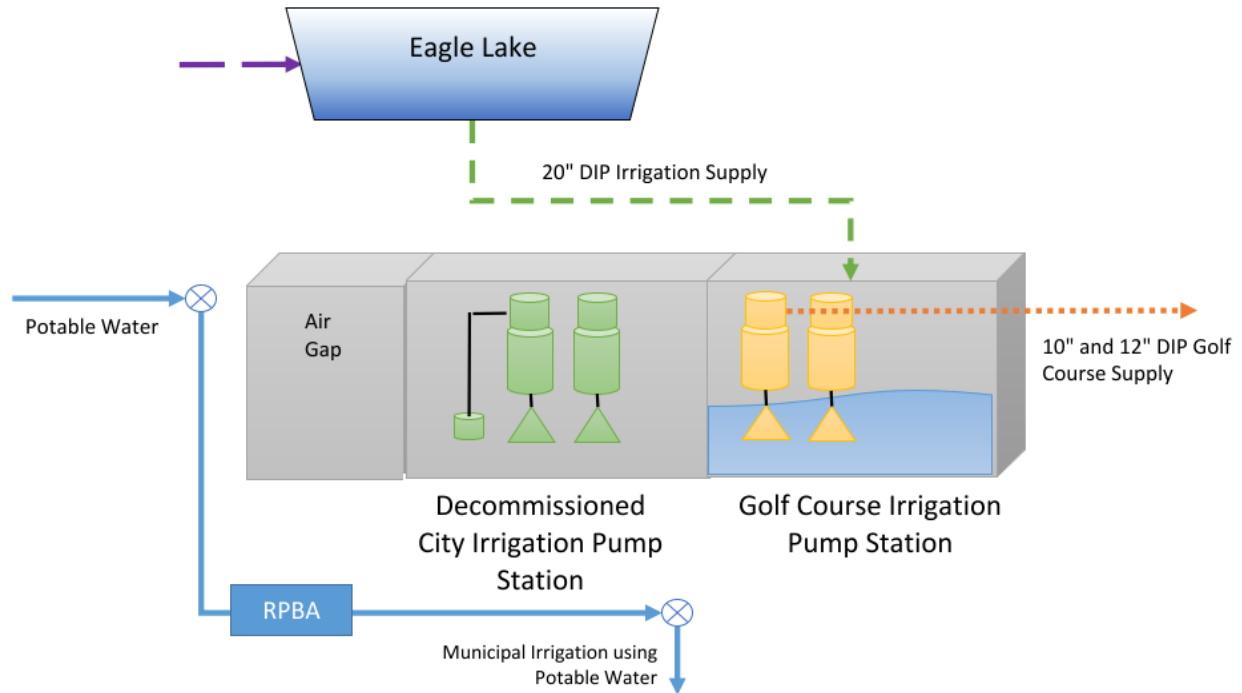
### Alternative 1: Transition Irrigation Customers to Potable Supply

Alternative 1 would transition existing irrigation customers from reclaimed water to potable water. This can be accomplished by bypassing the IPS altogether and connecting the existing potable water supply directly to the 10-inch ductile iron pipe (DIP) municipal irrigation main. Piping associated with the municipal reclaimed IPS would be cut and capped. The existing 4-inch-diameter potable supply pipeline may need to be upsized to accommodate the new connection. A reduced pressure backflow assembly (RPBA) would be installed to prevent a cross connection to the domestic water system. The pipeline would be equipped with control valves



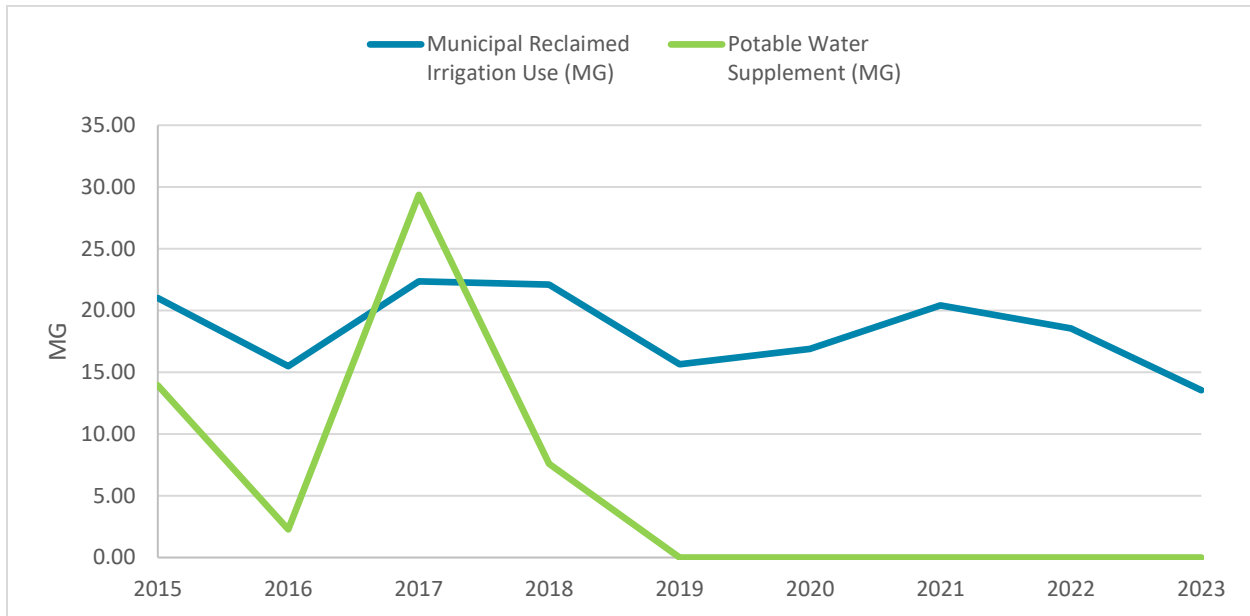
to regulate flow and a flow meter with a telemetry connection to allow the City to monitor water use. **Figure 3** shows a schematic of this alternative.

**Figure 3**  
**Alternative 1 Schematic**



The City’s Water Use Efficiency (WUE) Program, in accordance with the WUE Rule in the Municipal Water Supply – Efficiency Requirements Act, is helping to curtail excess potable water demands. Prior to 2019, potable water was used occasionally to supplement reclaimed water for irrigation. Since 2019, the City has not supplemented reclaimed water demands with potable water. **Figure 4** shows the historical annual municipal reclaimed water irrigation usage and potable water supplement. Converting municipal customers’ irrigation supply from reclaimed water to potable water will result in higher potable water usage for irrigation. This will result in higher potable water usage for irrigation and may result in greater burden to water supply which has not been accounted for in water system planning.

**Figure 4**  
**Municipal Reclaimed Irrigation Use and Potable Water Supplement**



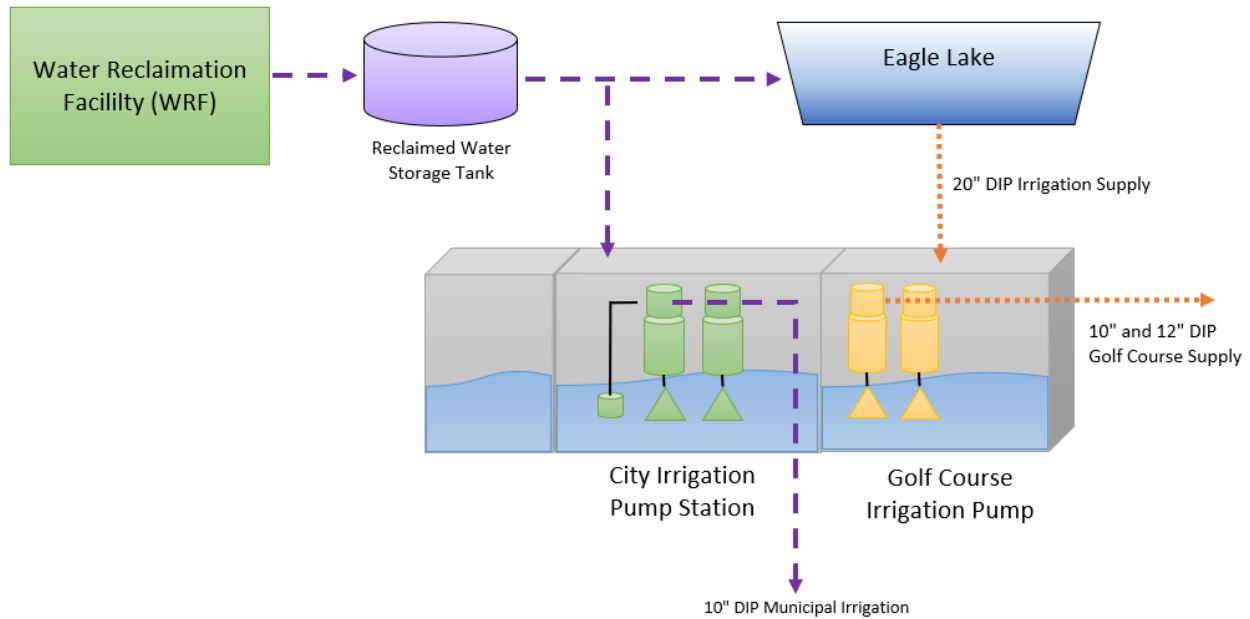
Converting the City’s irrigation supply to potable water also will cause an increase in prices for City customers currently billed for reclaimed water. Per City Ordinance 1187, the rate for retail customers of the municipal irrigation system for reclaimed water is a flat rate (based on the percent of total zones a customer owns) plus a volumetric rate of \$3.21 per 100 cubic feet (ccf) in 2023. The commercial water/potable irrigation rate is a flat rate (based on the size of the customer’s water meter) plus a volumetric rate of \$4.09/ccf in 2023 (assuming the usage falls within 300 to 801 ccf). Therefore, transitioning customers from reclaimed water to potable water would result in a cost increase of \$0.88/ccf in 2023.

The Water System Plan (WSP) details future water rights and source capacity limitations. Table 6-3 of the WSP shows that instantaneous water rights would be deficient by 2040 even factoring Water Use Efficiency (WUE). Table 7-2 of the WSP shows that projected water source capacity would be deficient by 2030. Due to the City’s population growth, limited water rights, and customer cost impacts, potable water is not a viable long-term solution for the City to comply with the Reclaimed Water Rule.

## Alternative 2: Separation of City Reclaimed Water Irrigation System

Alternative 2 consists of constructing a new reclaimed water reservoir. Reclaimed water produced at the WRF would be stored in the reservoir and then connected to the irrigation distribution system at the IPS, thereby completely separating Eagle Lake from the municipal irrigation system. This alternative would provide the City with complete control of the reclaimed water quantity and quality as it leaves the WRF. Eagle Lake would continue to be supplied with reclaimed water for use by the Golf Course. **Figure 5** shows a schematic of this alternative.

**Figure 5**  
**Alternative 2 Schematic**



### Alternative 2A: Reclaimed Water Reservoir with Chlorination

To maintain a chlorine residual per WAC 173-219-370, a chlorination system would inject sodium hypochlorite into the City’s irrigation pump station discharge as the water is pumped to the municipal irrigation distribution system. The disinfection infrastructure would include a bulk sodium hypochlorite chemical storage and feed system, chlorine residual analyzers in the irrigation distribution system at key locations (to ensure a residual greater than 0.2 mg/L free chlorine or greater than 0.5 mg/L total chlorine), and electrical and control improvements.

The disadvantages of chlorinating reclaimed water not only include the additional capital and operational costs for the chemical feed system, but also the challenges and labor required to maintain a chlorine residual in this type of distribution system. As shown in **Figure 1**, unlike a potable water distribution system that typically loops fresh water throughout a system, the reclaimed water distribution system consists of a 10-inch-diameter transmission main to Eagle Lake and a branching network of irrigation lines from the pump station. This results in many dead-end, small diameter pipelines, each with their own extended water age issues. It would be challenging to monitor the various extents of the irrigation zones for chlorine residual. It would be even more challenging to consistently maintain a healthy chlorine residual in an intermittent system that only operates overnight and is dormant for most of the day. A fully looped irrigation system would require a complete rebuild of this distribution system.

### Alternative 2B: Reclaimed Water Reservoir without Chlorination

WAC 173-219-370 allows for the distribution chlorine residual requirement to be waived or modified if the reclaimed water generator can demonstrate a benefit from reducing or eliminating the chlorine residual. The City previously requested a distribution chlorine residual waiver in a December 2015 Engineering Report under the condition that the chlorination disinfection system be maintained to either mitigate biological growth within the irrigation distribution system or provide disinfection in the event the ultraviolet (UV) disinfection system

cannot meet reclaimed water standards. In 2019, the City received formal approval from Ecology and the Washington State Department of Health (DOH) to waive the distribution chlorine residual requirement for the UV application. The City is requesting that Ecology and DOH continue to waive the distribution chlorine residual requirement for the proposed application of completely separating Eagle Lake from the municipal irrigation system by constructing a reclaimed water reservoir. The many benefits of not chlorinating the City's reclaimed water include the issues referenced previously. City operations staff would not need to operate and maintain the chlorine storage and feed equipment or monitor chlorine residual throughout the various dead-end irrigation zones overnight during the hours of irrigation.

One of the strongest reasons to not chlorinate is that the City has been operating this irrigation system for more than two decades without any recorded violations or public health concerns regarding the use of reclaimed irrigation water. The City has complete control of the irrigation system, there are no unauthorized users of the reclaimed water system, and the late-night hours of operation limit human exposure to the Class A reclaimed water. Augmenting this water with a chlorine residual would require extensive additional maintenance for City staff with minimal health benefit.

To provide disinfection flexibility, the City can keep the WRF reclaimed water pump discharge chemical injection point available if sodium hypochlorite is ever needed to sanitize the irrigation distribution system in an emergency. The City previously chlorinated Class A reclaimed water before the UV light disinfection system was implemented at the WRF.

## Recommendation

Separating the City's reclaimed water allotment from Eagle Lake by installing a new closed water reservoir is the best solution to meet the updated Permit requirements. This will allow the City to have full control of the quality of reclaimed water generated by the WRF. Maintenance of a chlorine residual to comply with WAC 176-219-370 may require rebuilding the City's entire irrigation distribution system, as well as extensive operator labor to maintain and operate a chlorine storage and injection system and monitor chlorine residuals in dead-end zones overnight. The non-looped irrigation distribution system may not feasibly sustain a chlorine residual due to extensive water quality issues within dead-end pipes. The effort required for maintaining this residual has minimal benefit since the City has had no reported public health issues with humans interacting with this reclaimed irrigation water since 1999 when construction was completed. It would be challenging to estimate the costs of chlorinating reclaimed water while upgrading the reclaimed water distribution system to ensure a persistent chlorine residual. The City is formally requesting Ecology waive the requirement of maintaining a chlorine residual as outlined in WAC 173-219-370, since separation through a proposed reclaimed water reservoir will meet the intent of the NPDES Permit.

# Reclaimed Water Reservoir Preliminary Design

## Reservoir Sizing

The reservoir will be sized to provide at least enough storage to meet the maximum day demand of the existing system over the 8 hour irrigation period. The irrigation period is from 10 PM to 6 AM and most reclaimed water is produced during the day. **Table 3** shows the basis of design for the reservoir’s volume.

**Table 3**  
**Reclaimed Water Reservoir Volume Basis of Design**

Condition	Criteria	Design Usage (gal)
Average Daily Demand	Average Day Demand (During Peak Irrigation Season)	180,000
Minimum Storage Volume	1.5 x Average Day Demand (per Reclaimed Water Facilities Manual)	270,000
Maximum Daily Storage Volume	Maximum Production from 2019-2022	360,000
Conservative Maximum Daily Storage Volume	Maximum Production with a 10% Safety Factor	400,000
Maximum IPS Pumping Condition	Eagle Lake Pump Station capacity with two 500 gpm pumps continuously running for 8 hours each night	480,000

The proposed reservoir should be sized to store approximately 400,000 gallons to provide some conservatism for the maximum daily volume. The exact size will be determined in a future phase of this project.

## Reservoir Location

The proposed reclaimed water reservoir will be constructed along the reclaimed water transmission main that currently runs from the WRF to Eagle Lake. Reclaimed water will flow from the reservoir to the IPS and bypass Eagle Lake. A new control structure and clearwell also will need to be installed at the IPS. **Figure 6** provides six possible sites for the proposed reservoir. Sites 1 and 2 are preferable as they are out of the neighborhood’s public view; however, they are both within Bonneville Power Administration’s (BPA) easement and would require additional coordination and permitting prior to construction. If the BPA permitting timeline would prevent the tank from being constructed and operational by June 30, 2026, then Site 3 or 4 should be selected. Site 3 is within view of the Golf Course and many homeowners; therefore, it would require additional coordination with these stakeholders. Site 4 is at the WRF. This site would simplify operations and maintenance; however, due to hydraulic constraints, a reservoir at the WRF would have to be very shallow and would be significantly more expensive than the other sites. Site 5 would require constructing an additional clarifier at the WRF and utilizing it as a reclaimed water reservoir until City growth requires it to function as a clarifier to increase WRF treatment capacity. This option was eliminated as it is significantly more expensive than sites 1-3 and once a third clarifier is needed at the WRF, another reclaimed water reservoir also would be necessary. Site 6 is next to the IPS. This site was

eliminated due to the large number of existing utilities in the area. **Planning-Level Capital Costs** for all six sites are presented later in this Report.

## Reservoir Access

The site will be developed to allow for large vehicles to drive to the infrastructure for any future work. The reservoir will be buried or partially buried depending on the selected location. There will be a single roof access hatch that will be a minimum of 30 inches in diameter for interior access and transport of any maintenance equipment inside the reservoir. The interior access ladder will be stainless steel and equipped with a safety climb system. The reservoir will be designed to prevent any stormwater intrusion to maintain the water quality of the reclaimed water.

## Reservoir Mechanical

A control structure or mechanical piping system will be designed in a future phase of this project to split reclaimed water flows to the reservoir and to Eagle Lake. Due to the volume differences between the reservoir and Eagle Lake, the intent of the control structure would be to prioritize filling the reservoir first. The reservoir inlet pipe will be ductile iron outside of the reservoir, stainless steel under and through the reservoir foundation, and coated steel within the reservoir. The inlet pipe sizing and location will be determined during future phases of the project.

The separate outlet pipe also will be coated steel pipe inside the reservoir, stainless steel piping through the reservoir, and ductile iron piping outside the reservoir. There also will be new ductile iron piping from the reservoir outlet to the City's municipal irrigation pump station clearwell. The outlet pipe sizing will be determined during future phases of the project.

The reservoir control structure would direct any reservoir overflow water to Eagle Lake. This will be designed during future phases of the project. Reservoir drainage will also be determined during the design phase of the project and will account for the partially buried or completely buried structure, likely through piping or an accessory structure.

All pipes entering or leaving the reservoir will have expansion joints to allow for differential settling without putting strain on the pipes.

The reservoir will have one roof vent to move air during normal operation and provide vacuum protection for a major drawdown event. The vent system will be confirmed during the design phase of the project.

## Reservoir Electrical, Telemetry, and Lighting

The reservoir instrumentation will communicate with the City's Supervisory Control and Data Acquisition (SCADA) system through fiber optic lines. The location of the existing wiring that can be extended to the site will be evaluated during future phases of the project.

The SCADA system at the reservoir site will monitor reservoir levels, notify staff of access hatch intrusion, and notify the City if there is an overflow event. Updates to the telemetry system at

the IPS will allow City operators to monitor and control water levels in Eagle Lake and the bypass control structure.

The reservoir will have site lighting to help facilitate City staff to access the reservoir anytime throughout the day. Additional security measures will be determined during future phases of the project.

## Operations and Maintenance Considerations

City WRF staff would operate and maintain the proposed reservoir and control structure, but the required labor is expected to be minimal due to the passive nature of these distribution system improvements.

If irrigation water is required in early spring before the WRF starts producing Class A reclaimed water regularly, then the irrigation system should be configured to be supplemented with potable water through an air gap or an approved backflow prevention device for potable cross-connection control.

The City can plan on shock chlorinating the transmission main, reservoir, and pipeline routinely as a maintenance procedure to ensure sanitary conditions at the start of each irrigation season. The emergency chlorination injection point can be activated for this activity. At the end of each irrigation season, the irrigation distribution system can be flushed and drained as much as possible.

Once construction of the reclaimed water reservoir is complete, the City will update its *Reclaimed Water Operations and Maintenance Manual* per the NPDES Permit requirements. This will include shock chlorination and flushing protocols for the reclaimed water distribution system, updates to the sign maintenance program, and cross-connection control maintenance activities, such as proper backflow prevention assembly testing protocols.

## Planning-Level Capital Costs

This section summarizes the capital costs of the reclaimed water storage tank alternatives presented in **Figure 6**. **Table 4** presents an opinion of probable construction and overall project costs for a proposed reservoir on Sites 1 through 3, as these three sites have similar capital costs related to being undeveloped with minimal existing infrastructure and utilities. **Table 5** presents an opinion of probable cost for Site 4, which is significantly higher than Sites 1, 2, and 3 due to the shallow and wide geometry of the proposed tank to make the WRF location feasible. **Table 6** presents an opinion of probable cost for Site 5, which constructs a new clarifier to function as a reclaimed water reservoir. **Table 7** presents an opinion of probable cost for Site 6, which locates the proposed reservoir directly adjacent to the IPS. Costs and contingencies will be further refined during future phases of the project.

**Table 4**  
**Engineer’s Opinion of Probable Capital Cost for Sites 1 through 3 (Greenfield Sites)**

Item	Unit	Total Cost
Mobilization, Demobilization, Site Prep, and Cleanup (10%)	LS	\$265,000
Site Work	LS	\$275,000
Structural	LS	\$2,239,000
Utility	LS	\$100,000
Electrical, Telemetry, and Automatic Control	LS	\$100,000
<b>Construction Cost Subtotal</b>		<b>\$2,979,000</b>
Construction Contingency (30%)		\$894,000
Sales Tax (8.9%)		\$265,200
<b>Total Estimated Construction Cost</b>		<b>\$4,139,000</b>
Engineering Design, Survey, Geotechnical, Permitting, Bid-Phase Services, Construction-Phase Services		\$1,449,000
City Project Administration		\$621,000
<b>Total Project Cost</b>		<b>\$6,300,000</b>

**Table 5**  
**Engineer’s Opinion of Probable Capital Cost for Site 4 (at WRF)**

Item	Unit	Total Cost
Mobilization, Demobilization, Site Prep, and Cleanup (10%)	LS	\$323,000
Site Work	LS	\$300,000
Structural	LS	\$2,688,000
Utility	LS	\$90,000
Electrical, Telemetry, and Automatic Control	LS	\$150,000
<b>Construction Cost Subtotal</b>		<b>\$3,551,000</b>
Construction Contingency (30%)		\$1,066,000
Sales Tax (8.9%)		\$316,000
<b>Total Estimated Construction Cost</b>		<b>\$4,933,000</b>
Engineering Design, Survey, Geotechnical, Permitting, Bid-Phase Services, Construction-Phase Services		\$1,727,000
City Project Administration		\$740,000
<b>Total Project Cost</b>		<b>\$7,400,000</b>



**Table 6**  
**Engineer’s Opinion of Probable Capital Cost for Site 5 (WRF Clarifier)**

Item	Unit	Total Cost
Mobilization, Demobilization, Site Prep, and Cleanup (10%)	LS	\$302,000
Site Work	LS	\$450,000
Structural	LS	\$1,715,000
Utility	LS	\$450,000
Electrical, Telemetry, and Automatic Control	LS	\$400,000
<b>Construction Cost Subtotal</b>		<b>\$3,317,000</b>
Construction Contingency (30%)		\$996,000
Sales Tax (8.9%)		\$296,000
<b>Total Estimated Construction Cost</b>		<b>\$4,610,000</b>
Engineering Design, Survey, Geotechnical, Permitting, Bid-Phase Services, Construction-Phase Services		\$1,614,000
City Project Administration		\$692,000
<b>Total Project Cost</b>		<b>\$7,000,000</b>

**Table 7**  
**Engineer’s Opinion of Probable Capital Cost for Site 6 (at IPS)**

Item	Unit	Total Cost
Mobilization, Demobilization, Site Prep, and Cleanup (10%)	LS	\$316,000
Site Work	LS	\$400,000
Structural	LS	\$1,910,000
Utility	LS	\$750,000
Electrical, Telemetry, and Automatic Control	LS	\$100,000
<b>Construction Cost Subtotal</b>		<b>\$3,476,000</b>
Construction Contingency (30%)		\$1,041,000
Sales Tax (8.9%)		\$309,000
<b>Total Estimated Construction Cost</b>		<b>\$4,826,000</b>
Engineering Design, Survey, Geotechnical, Permitting, Bid-Phase Services, Construction-Phase Services		\$1,687,000
City Project Administration		\$723,000
<b>Total Project Cost</b>		<b>\$7,300,000</b>

Sites 1, 2, and 3 are the lowest cost options for the proposed reclaimed water reservoir and are to be further explored during future phases of this project. Locating the reservoir at the WRF (Site 4) was eliminated since it is more expensive and would reduce the amount of expandable area at the WRF. While developing a third WRF clarifier (Site 5) would be more expensive than Sites 1 through 3, it has the benefit of being converted into a future clarifier when needed.

However, this option postpones a true reclaimed water storage solution for the future and has been eliminated. Building the reservoir directly at the IPS (Site 6) would require a massive reconstruction of below-grade utilities; this option has been eliminated due to the additional cost and unknown risks.

## Conclusions and Next Steps

The recommended alternative to comply with the Reclaimed Water Rule is for the City to store reclaimed water in a proposed reservoir, separating this supply. The proposed reservoir should be located in an open area near the Golf Course away from existing infrastructure and utilities (proposed Sites 1, 2, and 3). The irrigation system is a non-expanding system with no proposed new reclaimed water users in the near future. The existing infrastructure was operated and maintained for more than two decades with no public health concerns since the City irrigates overnight to minimize human exposure. Implementing a chlorination system to provide a chlorine residual would incur extensive costs and labor for minimal benefit.





The predesign and site selection will be finalized in 2023. A preliminary environmental review and planning-level State Environmental Policy Act (SEPA) Checklist has been prepared to comply with WAC 173-240-060(3)(r) and is attached as **Appendix A**. The City's determination of nonsignificance (DNS) letter associated with that planning-level SEPA is attached as **Appendix B**. A project-level SEPA and other permitting will be completed concurrent with the design phase of this project after site selection. Design of the recommended improvements is anticipated to begin in 2024, with the goal to have construction complete by June 30, 2026, to comply with the milestones listed on the Permit. The preliminary design-level cost estimate for this project is between \$6,000,000 to \$7,000,000, depending on the selected tank location.

## Figures

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**LEGEND**

	<b>WATER RECLAMATION FACILITY</b>
	<b>CLASS A PUMP STATION</b>
	<b>10" RECLAIMED WATER CLASS A TRANSMISSION MAIN</b>
	<b>CITY RECLAIMED WATER SYSTEM IRRIGATION PIPING</b>

**FIGURE 1: EXISTING RECLAIMED WATER SYSTEM MAP**

**RECLAIMED WATER DISTRIBUTION SYSTEM  
ENGINEERING REPORT**

			<p>SCALE: 1" = 800'</p>  <p>0' 1/2" 1'</p> <p>DRAWING IS FULL SCALE UNLESS BAR MEASURES OTHERWISE</p>
<p>PLOT DATE: 6/28/2023</p> <p>FILE PATH: J:\Data\SNOQ22-0187\CAD\dwg-4\fig1.dwg</p>			<p>228</p>



**FIGURE 6: POTENTIAL RESERVOIR LOCATIONS**

RECLAIMED WATER DISTRIBUTION SYSTEM ENGINEERING REPORT



SCALE: NTS

0' 1/2" 1"

DRAWING IS FULL SCALE UNLESS NOTED OTHERWISE

BAR MEASURES IN FEET

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## Appendix A

### SEPA Checklist

# SEPA ENVIRONMENTAL CHECKLIST

## Purpose of checklist

Governmental agencies use this checklist to help determine whether the environmental impacts of your proposal are significant. This information is also helpful to determine if available avoidance, minimization, or compensatory mitigation measures will address the probable significant impacts or if an environmental impact statement will be prepared to further analyze the proposal.

## Instructions for applicants

This environmental checklist asks you to describe some basic information about your proposal. Please answer each question accurately and carefully, to the best of your knowledge. You may need to consult with an agency specialist or private consultant for some questions. **You may use "not applicable" or "does not apply" only when you can explain why it does not apply and not when the answer is unknown.** You may also attach or incorporate by reference additional studies reports. Complete and accurate answers to these questions often avoid delays with the SEPA process as well as later in the decision-making process.

The checklist questions apply to **all parts of your proposal**, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

## Instructions for lead agencies

Please adjust the format of this template as needed. Additional information may be necessary to evaluate the existing environment, all interrelated aspects of the proposal and an analysis of adverse impacts. The checklist is considered the first but not necessarily the only source of information needed to make an adequate threshold determination. Once a threshold determination is made, the lead agency is responsible for the completeness and accuracy of the checklist and other supporting documents.

## Use of checklist for nonproject proposals

For nonproject proposals (such as ordinances, regulations, plans and programs), complete the applicable parts of sections A and B, plus the [Supplemental Sheet for Nonproject Actions \(Part D\)](#). Please completely answer all questions that apply and note that the words "project," "applicant," and "property or site" should be read as "proposal," "proponent," and "affected geographic area," respectively. The lead agency may exclude (for non-projects) questions in "Part B: Environmental Elements" that do not contribute meaningfully to the analysis of the proposal.

## A. Background

### 1. Name of proposed project, if applicable:

Reclaimed Water Distribution System Improvements

### 2. Name of applicant:

City of Snoqualmie (City) Public Works Department

### 3. Address and phone number of applicant and contact person:

Andrew Vining, PE, Project Engineer  
 City of Snoqualmie Public Works  
 38624 SE River Street  
 Snoqualmie, WA 98065  
 (425) 831-8919, ext. 3004

### 4. Date checklist prepared:

October 6, 2023

### 5. Agency requesting checklist:

City Planning Department and Washington State Department of Ecology (Ecology)

### 6. Proposed timing or schedule (including phasing, if applicable):

The *Reclaimed Water Distribution System Engineering Report* (Engineering Report) (RH2, 2023) is undergoing final review and pending approval with Ecology, which is planned to occur before the end of 2023. The predesign and site selection for the reservoir will be finalized in late 2023. Design of the recommended improvements is anticipated to begin in 2024, with the goal of having construction complete by June 30, 2026, to comply with the requirements of Ecology's Reclaimed Water Rule and with Permit Section R8.A.1 of the City's current National Pollutant Discharge Elimination System (NPDES) Permit.

### 7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.

The existing City irrigation system is a non-expanding reclaimed water system. The City does not currently intend to increase the service area or number of customers that receive reclaimed water. Future improvements or expansion of the reclaimed water system would be covered in future State Environmental Policy Act (SEPA) review, as needed.

### 8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.

The Engineering Report, which includes a reclaimed water system alternatives analysis and preliminary design information for a preferred site alternative, has been prepared in support of this project. This SEPA Checklist has been prepared to accompany the Engineering Report review through Ecology, as well as detail anticipated project



improvements to the extent they are presently defined. Additional environmental documentation is anticipated to be prepared for construction of a preferred alternative, as well as for compliance with permitting processes, including the State Environmental Review Process (SERP) through Ecology. SERP is anticipated to be completed for this project as a condition of receiving Clean Water State Revolving Fund (CWSRF) funding.

**9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.**

No pending applications or approvals are known.

**10. List any government approvals or permits that will be needed for your proposal, if known.**

This SEPA will be processed by the City to accompany the Engineering Report. A project-level SEPA will be prepared following site selection and subsequent design. Approvals needed for the project include the following.

- Project Design/Construction Review and Approval – Washington State Department of Health (DOH) and Ecology
- SERP Compliance is anticipated to be required for the project pending award of CWSRF funding, including the following components – Ecology
  - Environmental Review (SEPA) (for project-level improvements)
  - Public participation/engagement
  - Section 106 National Historic Preservation Act (NHPA) Cultural Resources Review
  - Environmental Justice Review
  - Compliance with applicable federal cross cutters, as needed (e.g., Clean Air Act, Endangered Species Act, etc.)
- Proposed Use of Bonneville Power Administration (BPA) Right-of-Way Approval would be needed for select potential reservoir sites – BPA
- Clearing and Grading Permit – City
- Critical Areas Review would be needed for select potential reservoir sites – City
- Commercial Building Permit – City

**11. Give a brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)**

The City's Water Reclamation Facility (WRF) produces Class A reclaimed water and supplies it to Eagle Lake via a transmission main that traverses State Route (SR) 202 and Snoqualmie Parkway. Class A water is stored in Eagle Lake as irrigation supply for the City's Class A distribution system and the Snoqualmie Ridge Golf Course (Golf Course). Reclaimed water is

distributed to the above-mentioned sources via the City-owned Irrigation Pump Station (IPS) located near Eagle Lake.

In 2021, Ecology issued the City's updated NPDES Permit (No. WA0022403), which included additional requirements for the City's reclaimed water system. These updates are based on the recently modified Reclaimed Water Rule in Chapter 173-219 Washington Administrative Code (WAC), which includes requirements that did not exist at the time the reclaimed water system was constructed. Through the NPDES Permit, Ecology is requiring the City to modify the reclaimed water distribution system to "...not allow contamination of reclaimed water by lower quality water, such as urban stormwater runoff."

To comply with the 2018 update of the Reclaimed Water Rule, the City is proposing construction of a new closed reservoir to store and separate reclaimed water generated by the WRF from Eagle Lake. Reclaimed water produced at the WRF would be stored in the reservoir and then connected to the irrigation distribution system at the IPS, thereby completely separating Eagle Lake from the City's Class A distribution system. The proposed closed reservoir also would involve construction of a new reclaimed water pipeline to the IPS. Six potential reservoir sites are identified in the Engineering Report and four are being evaluated further to determine the optimal location for the new facility.

This SEPA Checklist is being included with the Engineering Report review and is intended to satisfy planning-level SEPA review. To the extent that details are known for the proposed alternative reservoir sites, they have been included; however, the City anticipates preparation of a project-level SEPA once the reservoir site is selected and subsequent design is completed.

**12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.**

Potential reservoir sites identified in the Engineering Report are all within City limits. Potential reservoir sites 1, 2, and 3 are in the Snoqualmie Ridge neighborhood, near the Golf Course. Potential reservoir site 4 is within the footprint of the City's existing WRF. The proposed reclaimed water transmission main alignment would be dependent on the reservoir site selected, but generally would traverse along existing rights-of-way from the IPS to the new reclaimed water reservoir. These reservoir sites are in the eastern half of Section 25, Township 24 North, Range 07 East.

Potential reservoir sites 1 and 2 are located within the BPA overhead power line corridor on parcel no. 2524079001, which encompasses the Golf Course. These sites are along an unnamed private road that spans south to north from Snoqualmie Parkway to SE Ridge Street through the Golf Course and is primarily used for Golf Course operations and maintenance.

Potential reservoir site 3 is located on parcel no. 2624079045, northwest of Eagle Lake, on the northwest side of Eagle Lake Drive SE and southwest of the existing IPS.

Potential reservoir site 4 is on parcel no. 3024089079 at the existing WRF site, on the north side of the Snoqualmie River and north of SE Stearns Road, approximately 1.5 miles east of Eagle Lake. Potential reservoir site 4 was determined to have a much higher cost of design and construction due to hydraulic limitations and is omitted from further discussion in this SEPA Checklist.

Refer to the attached **Potential Reservoir Locations** map showing the potential reservoir sites and possible reclaimed water transmission main alignment.

## B. Environmental Elements

### 1. Earth

#### a. General description of the site:

Circle or highlight one: Flat, rolling, hilly, steep slopes, mountainous, other:

#### b. What is the steepest slope on the site (approximate percent slope)?

The steepest slope on potential reservoir site 1 is associated with the hillside north of Snoqualmie Parkway and is approximately 5 percent. Potential reservoir site 2 is generally flat with some gentle hills. The steepest slope on potential reservoir site 3, associated with the Golf Course and the road embankment of Eagle Lake Drive, is approximately 13 percent.

#### c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them, and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils.

According to the Natural Resources Conservation Service soil survey data, the potential reservoir sites are entirely within the Tokul gravelly medial loam, 8 to 15 percent slopes, soil map unit, which is comprised of a moderately well drained gravelly medial loam that develops from volcanic ash mixed with loess over glacial till on hillslopes or till plains. This soil is classified as a farmland of statewide importance and is not hydric.

#### d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.

No.

#### e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill.

Earthwork would be needed to construct a new approximately 480,000-gallon water reclamation reservoir, install a reclaimed water transmission main from the new reservoir to the existing IPS and install associated power and communication lines between the new reservoir and the existing IPS. Earthwork quantities vary between the potential reservoir sites and will be further detailed in the planned project-level SEPA.

**f. Could erosion occur because of clearing, construction, or use? If so, generally describe.**

Erosion could occur during construction and clearing activities; however, construction best management practices (BMPs) will be included in the project design to reduce the chance for erosion, water quality impacts, and sedimentation resulting from construction activities.

**g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)?**

Some impervious surfaces, associated with roadways and existing facilities, are present in the existing site areas. The proposed improvements would construct a partially buried reclaimed water reservoir, potentially increasing impervious surfaces. The project-level SEPA will detail anticipated impervious surface percentages associated with the selected reservoir site.

**h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any.**

During construction, appropriate temporary erosion and sedimentation control (TESC) measures will be implemented to limit the potential for erosion resulting directly from construction activities (e.g., proper soil cover, dust control, inlet protection, sediment control, etc.). TESC measures will be included on the design plans to address erosion control planning for construction of the project. The finished project is not expected to result in erosion.

## 2. Air

**a. What types of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known.**

Temporary exhaust and dust emissions from construction equipment and vehicles are anticipated during construction but would not be present post-construction.

**b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.**

No.

**c. Proposed measures to reduce or control emissions or other impacts to air, if any.**

Construction equipment and vehicles shall conform with Washington State standards for air quality, including using properly functioning equipment and vehicles that have passed emissions testing, using clean-burning fuels when possible, limiting diesel exhaust, limiting vehicle idling, etc.

## 3. Water

### a. Surface Water:

**1. Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into.**

Eagle Lake is an approximately 5-acre manmade waterbody surrounded by residential neighborhoods near the center of the Golf Course. Eagle Lake is a closed depression that is currently supplied by Class A reclaimed water from the City's WRF and has no natural outlet. Reclaimed water is stored and pumped from Eagle Lake via the IPS for land application of irrigation water at the Golf Course and throughout the City. Upon project completion, water allocated for the City's Class A distribution system will bypass Eagle Lake and be stored in the new reclaimed water reservoir.

Wetland and/or stream habitat may be present adjacent to some of the potential reservoir sites; however, site selection and subsequent design is needed to accurately determine project proximity and impacts to these features.

Water in the surrounding region generally drains to the Snoqualmie River, which flows to the northwest. Eagle Lake and drainage associated with the Golf Course do not flow into the Snoqualmie River; therefore, the Snoqualmie River will be unaffected by this proposal.

- 2. Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans.**

Reservoir site selection and additional design is needed to determine proximity and/or impacts to streams or wetlands. It is anticipated that project design will occur in a manner that minimizes impacts to these critical areas.

No impacts to Eagle Lake or the Snoqualmie River are anticipated for any of the potential reservoir sites during construction and upon project completion.

- 3. Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.**

None. The project will not involve fill or excavation within wetlands or waters of the state.

- 4. Will the proposal require surface water withdrawals or diversions? Give a general description, purpose, and approximate quantities if known.**

No.

- 5. Does the proposal lie within a 100-year floodplain? If so, note location on the site plan.**

No Federal Emergency Management Agency mapped flood zones occur on or within proximity to the project sites.

- 6. Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge.**

No.

**b. Ground Water:**

- 1. Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the**

well. Will water be discharged to groundwater? Give a general description, purpose, and approximate quantities if known.

No.

2. Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (domestic sewage; industrial, containing the following chemicals...; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve.

Not applicable.

#### c. Water Runoff (including stormwater):

1. Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.

Surface water in the area is currently and will remain intercepted and routed directly to existing stormwater infrastructure associated with residential neighborhoods, public roadways, and the Golf Course. The completed project will not impact the existing runoff patterns of the site.

2. Could waste materials enter ground or surface waters? If so, generally describe.

No.

3. Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe.

No.

4. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any.

BMPs will be implemented to avoid and minimize potential impacts to nearby areas during project construction. Project design will be completed to adhere to applicable local, state, and federal regulations that provide standards to reduce and control impacts to surface, ground, and storm waters and drainage patterns.

#### 4. Plants

- a. Check the types of vegetation found on the site:

deciduous tree: alder, maple, aspen, other

evergreen tree: fir, cedar, pine, other

shrubs

grass

pasture

crop or grain

orchards, vineyards, or other permanent crops.

wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other

- water plants: water lily, eelgrass, milfoil, other
- other types of vegetation

**b. What kind and amount of vegetation will be removed or altered?**

Varying amounts of common lawn grasses and/or disturbed weedy vegetation will be removed for construction of the proposed reclaimed water reservoir. The amount and type of vegetation to be removed is dependent on the selected reservoir site, and this will be further detailed in a project-level SEPA.

**c. List threatened and endangered species known to be on or near the site.**

Based on a review of U.S. Fish and Wildlife Service (USFWS) Endangered Species Act maps and data, Washington State Department of Natural Resources Natural Heritage Data, and Washington Department of Fish and Wildlife Priority Habitats and Species data, the potential reservoir sites and surrounding areas do not support threatened or endangered plant species.

**d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any.**

To be determined with subsequent project design and detailed in subsequent project-level SEPA.

**e. List all noxious weeds and invasive species known to be on or near the site.**

According to the King County iMap GIS database, tansy ragwort (*Senecio jacobaea*), a King County Class B noxious weed, was observed near the potential reservoir sites.

## 5. Animals

**a. List any birds and other animals that have been observed on or near the site or are known to be on or near the site.**

Examples include:

- Birds: hawk, heron, eagle, songbirds, other:
- Mammals: deer, bear, elk, beaver, other:
- Fish: bass, salmon, trout, herring, shellfish, other:

**b. List any threatened and endangered species known to be on or near the site.**

According to USFWS Information for Planning and Consultation database, gray wolf (*Canis lupus*), North American wolverine (*Gulo gulo luscus*), marbled murrelet (*Brachyramphus marmoratus*), yellow-billed cuckoo (*Coccyzus americanus*), bull trout (*Salvelinus confluentus*), and monarch butterfly (*Danaus plexippus*) may be present in the area. However, based on the developed nature of the site, suitable habitat for these species is not present on or in the immediate vicinity of the project site. No threatened or endangered species or their habitats are anticipated to be present on or near the site.

**c. Is the site part of a migration route? If so, explain.**

The project area is within the Pacific Flyway migration route; therefore, it may provide habitat for migratory bird species. USFWS data shows five migratory species recognized as Birds of Conservation Concern that may be found in the project area (e.g., evening grosbeak, olive-sided flycatcher, rufous hummingbird, etc.).

**d. Proposed measures to preserve or enhance wildlife, if any.**

None anticipated at this time.

**e. List any invasive animal species known to be on or near the site.**

None known.

## 6. Energy and Natural Resources

**a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc.**

Gasoline and oil will be used to fuel equipment for construction of the project. Electric energy will continue to be used to operate pumps for the IPS.

**b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe.**

No.

**c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any.**

None known at this time.

## 7. Environmental Health

**a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur because of this proposal? If so, describe.**

No.

**1. Describe any known or possible contamination at the site from present or past uses.**

None known.

**a. Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity.**

None known.

**b. Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project.**



Industrial paint coatings may be applied to the reservoir surface. Appropriate environmental containment will be implemented during construction.

Item 11.

Construction of the project will utilize oil- and gas-fueled equipment and may require temporary fuel storage onsite. These uses do carry some risk of spill; however, the risk should be minimized with the implementation of spill control methodologies to be outlined in the project design and technical specifications in accordance with Washington State pollution control standards.

**c. Describe special emergency services that might be required.**

No special emergency services are anticipated.

**d. Proposed measures to reduce or control environmental health hazards, if any.**

No additional measures beyond those mentioned previously.

**b. Noise**

**1. What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)?**

Traffic noise, associated with Eagle Lake Drive SE and other roadways, is present at the site but is not anticipated to impact the project.

**2. What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site)?**

Temporary construction noise will occur to install the proposed reclaimed water reservoir. The contractor will need to follow regulations set forth in Snoqualmie Municipal Code (SMC) 9.36.020, including controlling the level and timing of construction noise. The completed project will not produce noise disturbance above ambient levels at the site.

**3. Proposed measures to reduce or control noise impacts, if any.**

No additional measures beyond those mentioned previously.

**8. Land and Shoreline Use**

**a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe.**

All potential reservoir sites are along the City's existing 10-inch reclaimed water Class A transmission main alignment. Land uses near the potential reservoir sites include public and private roadways, the BPA overhead power line corridor, and Golf Course operations. Additional design and project-level SEPA completion will further define land uses in proximity to the selected reservoir site, as well as potential impacts to current surrounding land uses.

**b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses because of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use?**

No.

- 1. Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how?**

No.

- c. Describe any structures on the site.**

Potential reservoir sites 1 and 2 contain few above-ground structures including BPA overhead power lines and associated power poles, buildings that house Golf Course facilities and equipment, and other miscellaneous structures. No above-ground structures are present at potential reservoir site 3.

- d. Will any structures be demolished? If so, what?**

No.

- e. What is the current zoning classification of the site?**

According to the City's Official Zoning Map 2016, the entire project is within the Mixed Use (MU) local zoning classification.

- f. What is the current comprehensive plan designation of the site?**

The current comprehensive plan designation of the site is MU.

- g. If applicable, what is the current shoreline master program designation of the site?**

Not applicable.

- h. Has any part of the site been classified as a critical area by the city or county? If so, specify.**

Wetlands and/or streams could be present adjacent to select potential reservoir sites.

- i. Approximately how many people would reside or work in the completed project?**

None.

- j. Approximately how many people would the completed project displace?**

None.

- k. Proposed measures to avoid or reduce displacement impacts, if any.**

None proposed.

- l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any.**

The proposed project is consistent with existing and projected land uses. With subsequent design, project land use approval, including review of consistency with existing and projected land uses, will be completed by the City's Community Development Department

**m. Proposed measures to reduce or control impacts to agricultural and forest lands of long-term commercial significance, if any.**

None proposed.

## 9. Housing

**a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.**

None.

**b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing.**

None.

**c. Proposed measures to reduce or control housing impacts, if any.**

Not applicable.

## 10. Aesthetics

**a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?**

The proposed reclaimed water reservoir is anticipated to be approximately 24 feet tall, with up to 10 feet of the structure above grade. No other above-ground structures are proposed.

**b. What views in the immediate vicinity would be altered or obstructed?**

None.

**c. Proposed measures to reduce or control aesthetic impacts, if any.**

Following site selection, design of the selected reclaimed reservoir site will be conducted to minimize aesthetic impacts. Specific measures will be detailed in a project-level SEPA.

## 11. Light and Glare

**a. What type of light or glare will the proposal produce? What time of day would it mainly occur?**

None.

**b. Could light or glare from the finished project be a safety hazard or interfere with views?**

No.

**c. What existing off-site sources of light or glare may affect your proposal?**

None.

**d. Proposed measures to reduce or control light and glare impacts, if any.**

None proposed.

## 12. Recreation

**a. What designated and informal recreational opportunities are in the immediate vicinity?**

Potential reservoir sites 1, 2, and 3 are located within the Golf Course.

Additionally, Snoqualmie Falls, a popular scenic attraction, is located approximately 1 mile northeast of Eagle Lake. Associated with the 270-foot waterfall is a 2-acre park, gift shop, observation deck, and the Salish Lodge.

**b. Would the proposed project displace any existing recreational uses? If so, describe.**

The project will not impact the continued use of existing recreational opportunities in proximity to the site.

**c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any.**

None proposed.

## 13. Historic and Cultural Preservation

**a. Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers? If so, specifically describe.**

Approximately 1.25 miles to the east of the potential reservoir sites is the Snoqualmie Falls Hydroelectric Power Plant Historic District and the Snoqualmie Falls Cavity Generating Station, both listed on the National Register of Historic Places and the Washington Heritage Register. The proposed improvements will not affect either of these historic places.

**b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources.**

None known. According to the Washington State Department of Archaeology and Historic Preservation's (DAHP) Washington Information System for Architectural and Archeological Records Data (WISAARD) predictive model database, the proposed reservoir project sites are within an area with moderately low risk of containing as-yet unidentified archaeological sites. However, construction in the project footprint will occur primarily in previously disturbed areas associated with the Golf Course, so the probability of inadvertent discovery is anticipated to be minimal. A Cultural Resources Assessment will be prepared and reviewed as part of the project.

- c. **Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc.**

It is anticipated a professional cultural resources consultant will conduct a background review, contact DAHP and area Tribes, conduct field investigations, and prepare a report, as necessary, to identify archaeological and historic evidence in the selected reclaimed water reservoir project location and evaluate the potential for the project to affect cultural resources.

- d. **Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required.**

Specific cultural resources review and minimization measures will be detailed in a subsequent project-level SEPA.

#### 14. Transportation

- a. **Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any.**

The potential reservoir sites can be accessed via Snoqualmie Parkway. All potential reservoir sites are serviced by SR 202 and Interstate 90.

- b. **Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop?**

The nearest transit stop to the project is located at Ridge Street and Fairway Avenue, located approximately 1/4 mile from the site.

- c. **Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle, or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private).**

None proposed.

- d. **Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.**

No.

- e. **How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and nonpassenger vehicles). What data or transportation models were used to make these estimates?**

None.

- f. **Will the proposal interfere with, affect, or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe.**

No.

**g. Proposed measures to reduce or control transportation impacts, if any.**

None proposed.

**15. Public Services**

**a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe.**

No.

**b. Proposed measures to reduce or control direct impacts on public services, if any.**

Not applicable.

**16. Utilities**

**a. Circle utilities currently available at the site: electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other:**

**b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed.**

Proposed utilities to be installed at the selected reclaimed water reservoir site include a Class A reclaimed water reservoir, pipeline, and power and communication lines.

**C. Signature**

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

X   
Andrew Vining (Oct 9, 2023 4:02 PDT)

SEPA Responsible Official

**Type name of signee:** Andrew Vining, PE

**Position and agency/organization:** Project Engineer/City of Snoqualmie

**Date submitted:** 10/9/2023

Redline comments reflect updates to the checklist based on public comments received on Monday November 27th, 2023.

## D. Supplemental sheet for nonproject actions

**IT IS NOT REQUIRED** to use this section for project actions.

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

**1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?**

This proposal would not directly increase discharges to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise. The site selection alternatives outlined in the Engineering Report will divert reclaimed water currently conveyed to Eagle Lake to a new closed reservoir for separate storage and City Class A reclaimed water use, thereby preventing comingling of City irrigation water with other sources and reducing the amount of reclaimed water discharged to Eagle Lake in the long-term.

- **Proposed measures to avoid or reduce such increases are:**

The proposed Engineering Report and subsequent reclaimed water system improvements will bring the City's reclaimed water system into compliance with the requirements of its current NPDES Permit. The changes are prompted by the 2018 modifications to the Reclaimed Water Rule, Chapter 174-219 WAC. Improvements and preliminary design described in the Engineering Report shall be compliant with local, state, and federal laws governing discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise.

**2. How would the proposal be likely to affect plants, animals, fish, or marine life?**

The Engineering Report and reclaimed reservoir site selection alternatives have been developed with consideration for avoidance and minimization of impacts to plants, animals, fish, and marine life. Site selection alternatives are in areas of previous disturbance, including the Golf Course, roadways, improved roadside shoulder areas, and along the alignment of the existing Class A reclaimed water transmission main and other utilities. Since the sites are entirely in previously disturbed areas, which coincide with areas providing low habitat value, impacts to plants, fish, and other wildlife are anticipated to be minimal.

- **Proposed measures to protect or conserve plants, animals, fish, or marine life are:**

No additional measures, as it pertains to the Engineering Report and preliminary design information, are proposed to protect, or conserve plants, fish, and other wildlife currently. After the preferred site alternative has been selected, and during design, the City will evaluate potential impacts to plants, animals, fish, or marine life. These proposed Class A reclaimed water improvements will be designed in accordance with City critical areas regulations and state and federal laws governing the protection of natural resources and fish and wildlife. The City will prepare a project-level SEPA,

once the reservoir site is selected and subsequent design is complete, that will include a further review of potential vegetation and wildlife impacts.

**3. How would the proposal be likely to deplete energy or natural resources?**

Findings from the Engineering Report indicate that no impacts to energy or natural resources are anticipated for any of the potential reservoir sites. The proposed alternatives utilize existing pumps for irrigation water; therefore, no additional permanent energy needs are anticipated.

- **Proposed measures to protect or conserve energy and natural resources are:**

None proposed.

**4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection, such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?**

The site selection alternatives identified in the Engineering Report avoid and minimize, to the maximum extent possible, impacts on environmentally sensitive areas or areas designated for governmental protection. Impacts to wetlands and/or wetland buffers and areas containing cultural resources are possible, dependent on the site alternative selected; however, the City anticipates preparation of a project-level SEPA, once subsequent design is complete, that will include a further review of potentially impacted environmentally sensitive areas or areas designated for governmental protection.

- **Proposed measures to protect such resources or to avoid or reduce impacts are:**

Specific critical areas and cultural resources review and minimization measures will be detailed in a subsequent project-level SEPA. No additional measures to avoid or reduce impacts to environmentally sensitive areas or areas designated for governmental protection are proposed currently.

**5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?**

The improvements provided in the Engineering Report are compatible with existing land use plans, including the *Snoqualmie Comprehensive Plan 2032*, *Snoqualmie Ridge II Development Standards*, and the *Snoqualmie Ridge Class "A" Water System and Irrigation Plan*. Improvements will not impact land or shoreline use in the region.

- **Proposed measures to avoid or reduce shoreline and land use impacts are:**

The proposed Engineering Report and reclaimed water system improvements would continue to allow all permissible land and shoreline uses in the Mixed Use zone of the City. No additional measures to avoid or reduce shoreline and land use impacts are proposed.

**6. How would the proposal be likely to increase demands on transportation or public services and utilities?**

The proposal is not likely to increase demands on transportation or public services and utilities. The existing City irrigation system is a non-expanding reclaimed water system



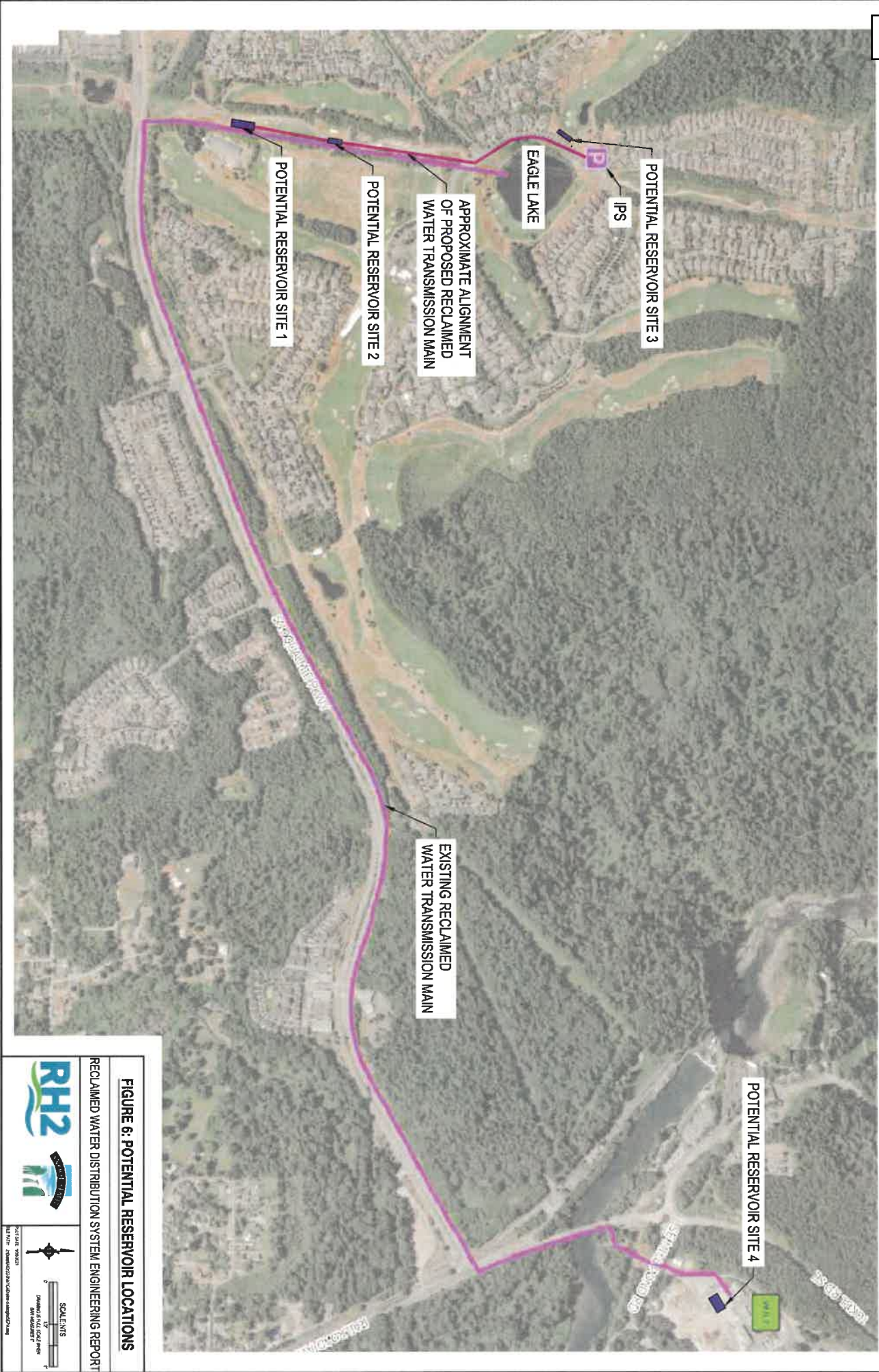
and the proposed improvements described in the Engineering Report would only serve to separate the City's reclaimed water storage from the Golf Course supply.

- **Proposed measures to reduce or respond to such demand(s) are:**

No measures to reduce or respond to such demands are proposed currently. In the event that the City experiences an increase in service area or number of customers that receive reclaimed water, improvements or expansion of the reclaimed water system would be covered in future SEPA review, as needed.

**7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.**

The proposed Engineering Report and subsequent improvements are being developed to comply with state requirements for protection of the environment, including Chapter 173-219 WAC. Through the City's NPDES Permit, Ecology is requiring the reclaimed water system to be modified to "... not allow contamination of reclaimed water by lower quality water, such as urban stormwater runoff." The proposed Engineering Report analyzes alternatives and proposes reclaimed water system improvements to fulfill NPDES Permit requirements. No conflict with any other local, state, or federal laws or requirements are anticipated because of this proposal.



**FIGURE 6: POTENTIAL RESERVOIR LOCATIONS**

RECLAIMED WATER DISTRIBUTION SYSTEM ENGINEERING REPORT

**RH2**

SCALE: 1" = 100'

DATE: 12/15/2011




# SNQ\_Reclaimed Water Reservoir\_SEPA Checklist 10092023

Final Audit Report

2023-10-09

Created:	2023-10-09
By:	Andrew Vining (AVining@snoqualmiewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA6nvdFyxNJbulvvDeqsKjPRv6UJFD_eb0

## "SNQ\_Reclaimed Water Reservoir\_SEPA Checklist 10092023" History

-  Document created by Andrew Vining (AVining@snoqualmiewa.gov)  
2023-10-09 - 4:01:15 PM GMT
-  Document emailed to Andrew Vining (AVining@snoqualmiewa.gov) for signature  
2023-10-09 - 4:01:50 PM GMT
-  Document e-signed by Andrew Vining (AVining@snoqualmiewa.gov)  
Signature Date: 2023-10-09 - 4:02:24 PM GMT - Time Source: server
-  Agreement completed.  
2023-10-09 - 4:02:24 PM GMT



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## Appendix B

### DNS Letter



38624 SE River Street  
PO Box 987  
Snoqualmie, WA 98065

Office: 425-888-5337  
Fax: 425-831-6041

www.snoqualmiewa.gov

**DETERMINATION OF NONSIGNIFICANCE (DNS)**

- Project Name:** Reclaim Water Reservoir
- File Number:** SEPA2023-0005
- Issuance Date:** November 22, 2023
- Publication Date:** November 22, 2022
- Proponent:** City of Snoqualmie, Parks and Public Works Department P.O. Box 987 Snoqualmie, WA 98065
- Description of Proposal:** The City of Snoqualmie is considering various sites for the construction of a closed reservoir and a new reclaimed water pipeline to store and separate reclaimed water generated by the WRF from Eagle Lake.
- Project Location:** Potential reservoir sites under consideration include parcels numbers 2524079001, 2624079045 and 3024089079.
- Lead Agency:** City of Snoqualmie
- Existing Environmental Documents:** Reclaimed Water Distribution System Engineering Report by RH2, dated October 2023, SEPA Checklist dated, October 9, 2023.
- Threshold Determination:** The City of Snoqualmie has determined the proposal does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision is made after review of a completed environmental checklist and other information on file with the city. This information is available to the public on request, email: communitydevelopment@snoqualmiewa.gov, phone: 425-888-5337. This DNS is issued under WAC 197-11-340(2); the lead agency will not act on this proposal for 14 days after the date of issuance. Legal notice is provided pursuant to RCW 43.21C.080.
- Responsible Official:** Emily Arteche, AICP, Community Development Director, 38624 SE River Street PO Box 987 Snoqualmie, WA 98065, PH: 425-888-5337.
- Public Comment:** Comments on the DNS may be submitted until December 5, 2023, by 5:00 PM via e-mail: communitydevelopment@snoqualmiewa.gov or mail: City of Snoqualmie, Community Development Department, PO Box 987 Snoqualmie, WA 98065. Please include File Number: SEPA 2023-0005 in the comment. The city will not take final action on this proposal until after the end of the comment period. The issuance of this DNS should not be interpreted as acceptance or approval of this proposal as presented. The City of Snoqualmie (City) reserves the right to deny or approve said proposal subject to conditions if it is determined to be in the best interest of the City and/or necessary for the general health, safety, and welfare of the public.
- APPEAL:** This DNS may be appealed, pursuant to WAC 197-11-680.

*Emily Artocha*

**SIGNATURE:** \_\_\_\_\_ **DATE:** November 22, 2023

<b>City of Snoqualmie Reclaimed Water System Improvements</b>	<b>Cost</b>
<b>Task 1 - Grant and Loan Administration</b>	<b>\$ 250,000</b>
Loan Administration	\$ 250,000
<b>Task 2 - Project Management</b>	<b>\$ 52,000</b>
Invoices, Agency Coordination, and Project Summaries	\$ 52,000
<b>Task 3 - City Administration</b>	<b>\$ 550,000</b>
City Administration During Design and Permitting	\$ 150,000
City Administration During Construction	\$ 400,000
<b>Task 4 - Design</b>	<b>\$ 681,000</b>
Survey Project Area	\$ 62,000
Geotechnical Investigation	\$ 35,000
Hydraulic Analysis	\$ 60,000
Design Criteria Checklist	\$ 10,000
30-percent Construction Plans	\$ 100,000
Opinion of Probable Construction Cost	\$ 30,000
Structural Calculations	\$ 50,000
60-percent Design Documents	\$ 134,000
90-percent Design Documents	\$ 134,000
Bid Ready Documents	\$ 66,000
<b>Task 7 - Permitting</b>	<b>\$ 60,500</b>
City Permits	\$ 25,000
SERP Checklist	\$ 25,500
BPA Coordination	\$ 10,000
<b>Task 8 - Services During Bidding</b>	<b>\$ 29,500</b>
Pre-Bid Walkthrough, Addendum, Bid Tabulation	\$ 29,500
<b>Task 9 -Engineering Services During Construction</b>	<b>\$ 636,000</b>
Engineering Services During Construction	\$ 636,000
<b>TOTAL INDIRECT COSTS</b>	<b>\$ 2,259,000</b>
<b>Task 10 - Construction</b>	<b>\$ 6,392,000</b>
Mobilization, Demobilization, Site Prep, and Cleanup (10%)	\$ 459,000
Excavation Safety and Shoring	\$ 36,000
Temporary Erosion and Sedimentation Control (TESC)	\$ 30,000
Site Work	\$ 673,000
Site Utilities	\$ 565,000
Unscheduled Excavation	\$ 21,000
Unscheduled Structural Backfill	\$ 11,000
Structural - Reservoir	\$ 1,313,000
Structural - Irrigation Pump Station	\$ 637,000
Mechanical - Reservoir	\$ 169,000
Mechanical - Irrigation Pump Station	\$ 465,000
Electrical	\$ 384,000
Telemetry and Automatic Control	\$ 143,500
As-builts, Construction Records, and O&M Manuals	\$ 10,000
Testing, Startup and Training	\$ 30,000
Minor Change	\$ 100,000
Existing Irrigation Pump Station Mechanical and Electrical Demolition	\$ 50,000
Construction Contingency	\$ 767,000
Sales Tax (9.0%)	\$ 528,000
<b>PROJECT TOTAL</b>	<b>\$ 8,651,000</b>





SEWER CAPITAL PROJECT OR PROGRAM

EAGLE LAKE WATER RECLAMATION BASIN IMPROVEMENT PROJECT

<b>CIP Project ID:</b> TBD	<b>Previously Spent:</b> \$0
<b>Department:</b> Sewer	<b>Current Project Budget:</b> \$3,332,000
<b>Project Status:</b> Pre-Design	<b>Original Budget at CIP Inception:</b> \$0
<b>Project Location:</b> Eagle Lake	<b>Years Project in CIP:</b> 0
<b>Project Contact:</b> Jeff Hamlin	<b>Contact Email:</b> <a href="mailto:jhamlin@snoqualmiewa.gov">jhamlin@snoqualmiewa.gov</a>

**Project Description:**

This project will address Department of Ecology regulatory changes for managing reclaimed water. A planning effort will be coordinated with Department of Ecology to determine a reasonable solution, followed by design and construction of a facility to store or treat the irrigation water prior to use.

**Photo or Map:**



**Community Impact:**

Because of the unique characteristics of Snoqualmie's Reclaimed Water System, the Department of Ecology's recently adopted "Reclaimed Water Rule" is difficult to apply. Reasonable solutions may include a reclaimed water reservoir near Eagle Lake or a chlorination system for irrigation water used in public spaces.

**Operating Impact:**

This project is not expected to impact the operating budget.

**Budget:**

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	9%	\$ 307,083	\$ -	\$ 101,449	\$ 205,634	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	61%	\$ 2,034,151	\$ -	\$ -	\$ -	\$ 1,240,161	\$ 793,989	\$ -	\$ -	\$ -
Const. Manage	9%	\$ 305,123	\$ -	\$ -	\$ -	\$ 186,024	\$ 119,098	\$ -	\$ -	\$ -
Contingency	12%	\$ 406,830	\$ -	\$ -	\$ -	\$ 248,032	\$ 158,798	\$ -	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	5%	\$ 177,106	\$ -	\$ 4,551	\$ 9,366	\$ 91,774	\$ 71,415	\$ -	\$ -	\$ -
Other	3%	\$ 101,708	\$ -	\$ -	\$ -	\$ 62,008	\$ 39,699	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 3,332,000</b>	<b>\$ -</b>	<b>\$ 106,000</b>	<b>\$ 215,000</b>	<b>\$ 1,828,000</b>	<b>\$ 1,183,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**TOTAL PROJECT BUDGET:** \$3,332,000  
**TOTAL OPERATING BUDGET:** \$0

**Anticipated Funding Mix:**

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Utility Fees ("Rates")	\$ 3,332,000	\$ -	\$ 106,000	\$ 215,000	\$ 1,828,000	\$ 1,183,000	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 3,332,000</b>	<b>\$ -</b>	<b>\$ 106,000</b>	<b>\$ 215,000</b>	<b>\$ 1,828,000</b>	<b>\$ 1,183,000</b>	<b>\$ -</b>	<b>\$ -</b>

**Fiscal Notes:** **TOTAL FUNDING SOURCES:** \$3,332,000  
**FUTURE FUNDING REQUIREMENTS:** \$0



**BUSINESS OF THE CITY COUNCIL  
CITY OF SNOQUALMIE**

**AB24-117  
October 28, 2024  
Committee Report**

**AGENDA BILL INFORMATION**

<b>TITLE:</b>	<b>AB24-117:</b> Agreement with Northwest Hydraulic Consultants (NHC) for the 2025 Stormwater Comprehensive Plan Update	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution
<b>PROPOSED ACTION:</b>	Adopt Resolution 1699 awarding Northwest Hydraulic Consultants (NHC) for the 2025 Stormwater Comprehensive Plan Update	

<b>REVIEW:</b>	Department Director	Jeff Hamlin	10/18/2024
	Finance	Janna Walker	10/16/2024
	Legal	David Linehan	Click or tap to enter a date.
	City Administrator	Mike Chambless	Click or tap to enter a date.

<b>DEPARTMENT:</b>	Parks & Public Works		
<b>STAFF:</b>	Patrick Fry, Project Engineer		
<b>COMMITTEE:</b>	Parks & Public Works	<b>COMMITTEE DATE:</b> October 22, 2024	
<b>EXHIBITS:</b>	1. AB24-117x1a (Res) 2. AB24-117x2 (Scope of Work) 3. AB24-117x3 (Compensation)		

<b>AMOUNT OF EXPENDITURE</b>	\$ 163,171
<b>AMOUNT BUDGETED</b>	\$
<b>APPROPRIATION REQUESTED</b>	\$ 163,171

**SUMMARY**

**INTRODUCTION**

The City seeks to contract with Northwest Hydraulic Consultants (NHC) to update and complete the 2025 update to the City of Snoqualmie’s Stormwater Comprehensive Plan.

**ANALYSIS**

NHC created a draft of the “Stormwater System Plan” in 2020, yet the plan was never completed or adopted. Staff is proposing to have NHC complete the work that began as part of the 2020 Plan, and further update the plan.

As well as updating the now 5-year-old chapters, the intent is to add additional chapters to the plan, including a chapter identifying basin deficiencies and assessing opportunities for retrofits, which will help meet future NPDES Stormwater requirements. Another chapter will include a Capital Facilities Plan, prioritizing improvements to the stormwater system and providing planning level costs, which will help inform which projects to complete and when, similar to the water & sewer plans. This plan will be referenced when planning capital improvement projects to ensure that when doing work nearby adjacent

infrastructure is accounted for in the planning effort. Another chapter will be a full review of the City's Operation and Maintenance (O&M) procedures, which will help staff streamline workflows ensuring that all NPDES O&M requirements are met and that efficiencies are gained where possible. It will also streamline future onboarding of stormwater staff.

This planning document will allow staff to have a single comprehensive document to refer to for all things stormwater in the City. This be a major organizational gain and ensures that all City staff can work from the same set of information.

### BACKGROUND

The existing draft of the Stormwater System Plan, last updated in 2020 was intended to become the Comprehensive plan. Yet, due to new (in 2019) requirements in the NPDES Stormwater Permit, a Stormwater Management Action Plan (SMAP) document needed to be created. In lieu of completing the Stormwater system plan, staff instructed NHC to shift gears to complete the SMAP, ensuring that the City met all NPDES requirements. A significant portion of the Stormwater System Plan budget was unspent in 2020 and did not carry over to the following biennium. Now that the SMAP work is completed, the City is proposing that NHC shift back to completing the Stormwater Comprehensive Plan with the updated requirements.

### BUDGET IMPACTS

Administration recommends approving a contract with NHC in the amount of \$163,171 to complete the Stormwater System Plan. This expenditure was not included in the 2023-24 Biennial Budget or the 2025-26 Biennial Budget. A portion of this contract will likely fall in 2024 (estimated at \$20,000 or less) and Administration expects that these costs will be paid for by available appropriation with the Stormwater Utility Fund (#403), as illustrated in the table below. For the remaining portion that will occur during the 2025-26 biennium, estimated at \$143,171, Administration expects to bring an amendment forward to cover this amount.

#### Stormwater Utility (#403)

	2023-2024 Amended Biennial Budget
<b>Beginning Budget</b>	\$ 6,522,419
<b>Expenditures</b>	\$ (5,883,566)
<b>Outstanding Contract Value (Previously Approved)</b>	\$ (59,222)
<b>Estimated Labor Value for Remainder of Biennium (City Employees)</b>	\$ (198,784)
<b>Current Available Budget</b>	\$ 380,846
<b>Value of this Contract (AB24-0XX)</b>	\$ (20,000)
<b>Available Budget after AB24-0XX</b>	\$ 360,846

### NEXT STEPS

Staff recommend awarding a Professional Services Agreement with Northwest Hydraulic Consultants (NHC) for the 2025 Stormwater Comprehensive Plan Update and authorizing the Mayor to sign.

## PROPOSED ACTION

Move to adopt Resolution 1699 awarding a Professional Services Agreement to Northwest Hydraulic Consultants for the 2025 Stormwater Comprehensive Plan Update.

**RESOLUTION NO. 1699**

**A RESOLUTION OF THE CITY COUNCIL OF CITY OF SNOQUALMIE, WASHINGTON AWARDED AND AUTHORIZING EXECUTION OF A CONTRACT WITH NORTHWEST HYDRAULIC CONSULTANTS, INC FOR DRAFTING AND UPDATING THE CITY'S STORMWATER SYSTEM PLAN**

**WHEREAS**, pursuant to Ordinance No. 448 as codified in Snoqualmie Municipal Code Section 1.08.010, the City of Snoqualmie has adopted the classification of non-charter code city, retaining the mayor-council plan of government as provided for in Chapter 35A.12 RCW; and

**WHEREAS**, upon review of several qualified firms on the MRSC roster, the City chose to select Northwest Hydraulic Consultants, Inc. to provide the requested planning services for the Project; and

**WHEREAS**, the City seeks to update the Stormwater System Plan; and

**WHEREAS**, City Staff recommends using Northwest Hydraulic Consultants as the most qualified firm to work on the Project.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SNOQUALMIE, WASHINGTON AS FOLLOWS:**

**Section 1.** Award of Planning Services Contract. The City hereby awards the contract for the City of Snoqualmie's Stormwater System Plan update to Northwest Hydraulic Consultants ("NHC").

**Section 2.** Authorization for Contract Execution. The Mayor is authorized to execute a contract for planning services in the amount of \$163,171 with NHC in substantially the form attached hereto as Exhibit A.

**PASSED** by the City Council of the City of Snoqualmie, Washington, this 28<sup>th</sup> day of October 2024.

\_\_\_\_\_  
Katherine Ross, Mayor

Attest:

Approved as to form:

\_\_\_\_\_  
Deana Dean, City Clerk

\_\_\_\_\_  
David Linehan, Interim City Attorney

# EXHIBIT A

## Scope of Work for City of Snoqualmie

### 2025 Stormwater Comprehensive Plan Update

September 2024

---

#### Background

The City of Snoqualmie (City) is a municipal corporation that is responsible for providing stormwater service to its service areas. The City provides services to areas within the City limits and areas of unincorporated King County. The City has requested that Northwest Hydraulic Consultants (NHC) author a 2025 update to the City's Stormwater Comprehensive Plan (SCP). The 2025 SCP update will be performed as Task Assignment under NHC's on-call agreement with the City.

NHC will request new asset information from the City and will use and rely upon the data information for the update. Unless otherwise noted, deliverables will be provided in electronic MS Word, PDF, and Geographical Information System (GIS) formats as appropriate and requested by the City.

A detailed workplan follows.

## 1 TASK 1 - PROJECT MANAGEMENT

**Objective:** Manage the NHC project team, files, and records. Monitor the scope and budget. It is estimated this project will extend approximately twelve (12) months.

**Approach:** Prepare, monitor, and update the project schedule on a monthly basis. Review work performed for consistency with this Scope of Work, monitor budget, prepare monthly invoices, and provide City staff with monthly briefing via email for the twelve (12)-month schedule.

- 1.1 Maintain project records, coordinate NHC staff with project team, prepare, monitor, and update the project schedule and budget.
- 1.2 Kick-off meeting (remote).

#### Assumptions:

- *Attendees may participate via web-ex or in person – no travel time or expenses are included for kick-off meeting.*

**NHC Deliverables:**

- Invoice documenting monthly progress of work completed and earned value compared to contract value.
- It is assumed that two NHC staff will attend the kick-off meeting.

## **2 TASK 2 – REVIEW OF EXISTING INFORMATION AND DATA GAP IDENTIFICATION**

**Objective:** Review the existing information and data available from the City and other local entities. Review planning-related documents and identify the impact of population projections on the City’s stormwater system. Identify additional data necessary to complete the SCP. Assist the City in collecting data and inventorying for the stormwater system planning process and review the data and inventories used in developing the SCP. Existing data will be leveraged where available, so the amount of field survey can be limited.

**Approach:**

- 2.1 Prepare and submit a list of data and mapping needs.
- 2.2 Review the 2022 Preliminary Draft Stormwater System Plan and other relevant plans, existing system information, drainage complaints, and data.
- 2.3 Review GIS inventory data and maps provided by the City and develop an inventory of stormwater utility for use during the plan updates.
- 2.4 Review/QAQC historic hydrometric data (sewer and streams) and develop inventory and summary. Provide narrative and quantitative characterization.
- 2.5 Based on review of records, field investigations, and discussions with City maintenance staff, determine if there are areas of the existing stormwater system with critical data gaps that require additional investigation (e.g. field survey, video inspection, or other).
- 2.6 Send future land use condition and impervious area assumptions to City for confirmation.

**Assumptions:**

- *The stormwater system has been mapped in GIS and will be provided for use (either as shapefiles or in a geodatabase).*

- *The City will provide data and maps requested in the data request within five (5) weeks of contract execution.*
- *The City will provide additional investigations and/or video inspection of utility systems if required.*
- *NHC will rely upon the accuracy and completeness of any information, data, and materials generated or produced by the City or others in relation to this Scope of Work.*

**Provided by the City:**

- All available data on the existing stormwater system will be Provided by the City, including drainage reports, if available.
- City is responsible for providing information identified as data gaps. This may require field work and traffic control for spot surveying of utilities.

**NHC Deliverables:**

- Compilation and review of data and maps provided by the City.

### **3 TASK 3 - BASIN IDENTIFICATION AND ANALYSIS**

**Objective:** Review stormwater basin delineations to define areas contributing runoff to the City’s drainage system, conduct field reconnaissance, and update facility inventory information to support the modeling and capacity analysis. This Task aims to describe stormwater-specific aspects of the study area, the tributary drainage basins in the City, applicable total maximum daily load (TMDL) requirements, and extents of the City’s Municipal Separated Stormwater System Service (MS4) area served under its National Pollutant Discharge Elimination System (NPDES) Phase II Permit. Develop stormwater models of the City’s existing stormwater system.

**Approach:**



- 3.1 Prepare a description of the stormwater system ownership and management. Include the contact person and address. The SCP will focus on the City’s regulated MS4 but also will reference major private facilities that affect operation at the City’s facilities.
- 3.2 Delineate stormwater basins based on the City’s system and existing GIS data.
- 3.3 Develop and execute a desktop analysis to identify fish passage barrier culverts across the City that are of the highest priority for replacement (approximately 10). Includes 1 day of field verification.
- 3.4 Review and summarize regulated flood hazard areas within the City.
- 3.5 Utilizing one (1) field day, visit as many stormwater facilities (e.g., detention ponds, water quality treatment facilities, etc.) as possible with City staff to collect field information, observe layouts and existing conditions, and obtain maintenance staff input/complaints regarding the existing stormwater system. Deficiencies in the facilities will be noted, along with potential for retrofit improvements (e.g. available space for expansion, etc.). It is assumed that two (2) NHC staff person for a total of one (1) days in the *field plus time for travel*.
- 3.6 Perform hydrologic analysis. NHC recommends using a combination of drainage complaints and modeling to identify limitations and assess capacities of the existing system. Runoff from the entire City was modeled using Hydrologic Simulation Program Fortran (HSPF) in 2022 to characterize runoff quantity and quality. Additionally the conveyance network in downtown Snoqualmie was also modeled using the USEPA’s Stormwater Management Manual (SWMM) model to identify conveyance deficiencies. Under this task NHC will review and refine the basin delineation in the HSPF model to characterize new developments and changes in runoff patterns. Updates to the SWMM conveyance model are not included.
- 3.7 Input land use classifications into the HSPF model and assign estimated pervious and impervious areas for use in future condition stormwater modeling and review with the City.
- 3.8 Provide short narrative about potential impacts from change on future precipitation and conveyance capacity, but City did not authorize explicit future climate modeling.
- 3.9 Review the modeling for consistency with specific drainage complaints and maintenance staff observations applicable to existing stormwater system modeling. Coordinate with the City to identify the source of inconsistencies between the drainage complaints, and modeled results. Inconsistencies may be the result of unknown pipes in the system or incorrect diameter of pipes shown on system mapping. *Since this item is highly variable*

*in nature, an initial allocation of forty (40) hours of a stormwater modeling specialists time have been included for this subtask.*

- 3.10 Review downstream boundary conditions. An existing 1D HEC-RAS model of the Snoqualmie River was used to establish downstream water-levels at stormwater outfalls to Snoqualmie River. Those water-levels will be reviewed and updated, if required.

**Assumptions:**

- *No new stormwater ponds need to be added to the HSPF model.*
- *It is assumed that neither a Washington State Department of Transportation (WSDOT) survey permit nor other traffic control plan review will be required for field survey work (i.e. it will be performed outside the WSDOT right-of-way).*
- *Maintenance staff will accompany and provide access to stormwater facilities.*

**Provided by City:**

- Review and comment on future conditions for modeling.
- Assistance with identifying sources of inconsistencies in model calibration (if added and flow monitoring data exists).
- As-built drawings for existing stormwater facilities in digital format.

**NHC Deliverables:**

- Stormwater basins delineated based on the City’s system in GIS format.
- Attendance at facility visits with City staff.
- Descriptions of existing system components.
- Coordination with the City to confirm completeness and accuracy of the stormwater model.
- Written summary of the hydrologic analysis findings in tabulated format summarizing existing flow rates and potential peak flow rates for each basin and sub-basin in PDF format.
- System inventory in electronic database (ESRI Shapefile or Excel).

## 4 TASK 4 - DETERMINE BASIN DEFICIENCIES

**Objective:** Evaluate existing stormwater collection system, including detention and treatment facilities, for existing and projected future growth conditions to identify deficiencies and recommend improvements. Assess the overall reliability and vulnerability of the existing

system. Evaluate the stormwater system to identify pollution hotspots and develop an inventory of opportunities for stormwater retrofits.

**Approach:**

- 4.1 Develop tabulation of historic climate 2, 10, 25, and 100-year return period storm peak flows for each basin in the study area.
- 4.2 Perform stormwater modeling of the existing stormwater system in the Downtown Snoqualmie basins to identify and describe existing deficiencies in the system.
- 4.3 Perform stormwater modeling of future land use conditions in the Downtown Snoqualmie basins to identify and describe impacts to the existing system.
- 4.4 Document the stormwater modeling criteria and model settings and assumptions.
- 4.5 Map flooding locations within the downtown region and under-capacity pipes in GIS covering the project area.
- 4.6 Develop conveyance improvement recommendations to address existing deficiencies and plan for future stormwater system needs (i.e. pipe size increases and/or replacements).
- 4.7 Identify water quality concerns at hot spots in the system that are not currently meeting the City’s goals for water quality. These problems will not be identified through modeling but through existing water quality data and/or the application of GIS to identify areas in the stormwater system lacking adequate existing water quality treatment BMPs using metrics such as high ADT businesses and roadways and industrial uses with relatively high pollutant loading rates.
- 4.8 Identify programmatic and structural opportunities to improve water quality (as required by TMDLs).

**Assumptions:**

- Stormwater modeling will be performed for existing conditions and a single future condition, assumed *to be build-out based* on land use.
- *Analyses of the conveyance system will be conducted for the 25-year event (or other event identified as the preferred level-of-service).*
- *Improvements will be planning level and conceptual in nature.*

**Provided by City:**

- All existing stormwater policies and practices currently implemented by the City.

**NHC Deliverables:**

- Stormwater modeling results.
- A list of recommended stormwater conveyance improvements in PDF format.
- Description of known deficiencies of existing facilities in PDF format.
- A list of recommended water-quality retrofit areas and/or locations in PDF format.

## 5 TASK 5 - CAPITAL FACILITIES PLAN CHAPTER AND PLANNING ESTIMATES

**Objective:** Describe, prioritize, and schedule improvements to address deficiencies identified in the stormwater system analyses. Prepare planning-level option of costs for each project identified. Combine schedule and estimates into an overall CIP chapter for the stormwater utility plan.

**Approach:**

- 5.1 Review CIP list from preliminary 2022 plan and prepare an updated list of proposed stormwater system improvements (both structural and non-structural) based on the results of the existing system and planned future system analyses. Briefly describe each group of related improvements and the purpose/benefit of the improvements.
- 5.2 Develop cost estimates for identified CIP projects. RH2 will support NHC as a sub-consultant for this task.
- 5.3 Coordinate with City staff to establish criteria for prioritizing and scheduling improvements. Prioritization and scheduling will consider other scheduled projects based on information provided by the City and the CIPs developed for transportation and other utilities.
- 5.4 Describe the criteria and procedures used for prioritizing and scheduling improvements.
- 5.5 Meet with City staff to discuss the stormwater system improvements and the proposed schedule of implementation. *It is assumed that one NHC staff will attend this meeting.*

**NHC Deliverables:**

- Written summary of capital projects
- Attendance at one (1) meeting with City staff.

- Meeting minutes

## 6 TASK 6 – REGULATORY AND O&M REVIEW

**Objective:** Review existing stormwater regulations, policies, and design criteria and recommend, as necessary, changes to these policies so that stormwater facilities can meet current design standards and new and existing regulatory requirements. The review will specifically address the 2024 NPDES permit requirements for maintenance, inspection, and enforcement. A recommended timeline of milestones to meet each requirement will be included in the SCP. Perform a review of the stormwater system’s operations and maintenance (O&M) program, as well as maintenance and staffing levels. If new facilities and/or maintenance activity needs are identified, recommendations for additional staffing will be provided.

**Approach:**

- 6.1 Summarize the City’s current stormwater code and regulations and identify if gaps exist that should be revised.
- 6.2 Review 2024 NPDES permit requirements and the City’s stormwater program to identify gaps related to O&M, inspection, enforcement, or review of applications for new and re-development projects.

**Provided by City:**

- Current City stormwater regulations and access to City attorney for consultation.

**NHC Deliverables:**

- A copy of the effective stormwater code as an appendix of the SCP in PDF format.
- Summary of gaps in the City’s stormwater program that need to be filled to meet 2024 NPDES permit requirements in PDF format.

## 7 STORMWATER COMPREHENSIVE PLAN COMPILATION

**Objective:** Prepare draft and final SCP.

**Approach:**

- 7.1 Identify the purpose of the SCP and summarize the major system characteristics.
- 7.2 Briefly describe the key issues in the SCP, including the following.
  - Policies and design criteria
  - Watershed and tributary drainage basins
  - Existing and future systems
  - System evaluation and deficiencies
  - Recommended improvements
- 7.3 Preparation of draft SCP for City review
- 7.5 Respond to City comments and submittal of final SCP.
- 7.6 Prepare the appendices for the SCP.

**Assumptions:**

- *The number of review comments are difficult to predict and highly variable. An initial allocation of ten (10) hours has been included for revisions to the SCP chapters based on City review comments. If an unusual number of comments are received, or the scope of the comments are excessive, a scope amendment may be required to address the comments.*

**NHC Deliverables:**

- Draft executive summary chapter for City review and comment



**BUSINESS OF THE CITY COUNCIL  
CITY OF SNOQUALMIE**

**AB24-090  
October 28, 2024  
Committee Report**

**AGENDA BILL INFORMATION**

<b>TITLE:</b>	<b>AB24-090:</b> Adoption of Snoqualmie Valley School District Capital Facilities Plan 2024-2029	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution
<b>PROPOSED ACTION:</b>	Approve Resolution 1696 adopting the Snoqualmie Valley School District No. 410 Capital Facilities Plan 2024-2029.	

<b>REVIEW:</b>	Department Director	Emily Arteche	10/3/2024
	Finance	n/a	Click or tap to enter a date.
	Legal	David Linehan	10/14/2024
	City Administrator	Mike Chambless	Click or tap to enter a date.

<b>DEPARTMENT:</b>	Community Development		
<b>STAFF:</b>	Emily Arteche, Community Development Director		
<b>COMMITTEE:</b>	Finance & Administration	<b>COMMITTEE DATE:</b> October 22, 2024	
<b>EXHIBITS:</b>	1. Draft Resolution 2. Snoqualmie Valley School District School CFP 2024-2029		

<b>AMOUNT OF EXPENDITURE</b>	\$ n/a
<b>AMOUNT BUDGETED</b>	\$ n/a
<b>APPROPRIATION REQUESTED</b>	\$ n/a

**SUMMARY**

**INTRODUCTION**

Annual update to the Snoqualmie Valley School District’s Capital Facilities Plan for 2024-2029 to enable the City to collect updated impact fee amounts in 2025 on behalf of the District.

**LEGISLATIVE HISTORY**

The City Council adopted the Snoqualmie Valley School District’s 2023-2028 Capital Facilities Plan via AB23-140 and Resolution 1674 and prior years school impact fees via other resolutions. These actions have enabled the City to annually update the school impact fees the City collects on behalf of the District.

**BACKGROUND**

The City of Snoqualmie adopted Ordinance 826 in 1998, providing for the assessment and collection of school impact fees for new construction. Section 1 of the ordinance is codified as Chapter 20.10 of the Snoqualmie Municipal Code. Chapter 20.10 SMC establishes school impact fees and requires the district to submit an annual update to its six-year Capital Facilities Plan, an updated fee calculation/revised fee schedule; and an annual report on the school impact fee account, showing the source and amount of all moneys collected,

earned, or received, and the public improvements that were financed in whole or in part by impact fees. The District's Capital Facilities Plan (CFP) is the basis for the school impact fee and contains the details of how the fee is calculated. The City's Comprehensive Plan provides that the update of the District's Capital Facilities Plan be approved from time to time by the City Council by Resolution. The updated school impact fees are adopted separately by ordinance. This action is to adopt the District's updated CFP by resolution.

#### **ANALYSIS**

The Snoqualmie Valley School District submitted the required information to the City, including the updated Capital Facilities Plan ("CFP"), updated fee calculation (in the updated CFP), revised fee schedule (in the updated CFP), and an annual report. The adoption of the Ordinance establishing school impact fees for 2025 in accordance with the Snoqualmie Valley School District No. 410 Capital Facilities Plan 2024-2029 will change the school impact fee for average single-family residences from \$9,230.89 to 10,187.76 (an increase of \$956.87), and for multifamily residences from \$6,391.47 to \$6,170.35 (a decrease of \$221.12). The adoption of the 2024-2029 CFP would become effective on January 1, 2025.

#### **BUDGET IMPACTS**

N/A

#### **NEXT STEPS**

Move to recommend approval of Resolution at the City Council meeting on October 28, 2024.

#### **PROPOSED ACTION**

Motion to approve Resolution 1696 adopting the Snoqualmie Valley School District No. 410 Capital Facilities Plan 2024-2029.



**RESOLUTION NO. 1696**

**A RESOLUTION OF THE CITY OF SNOQUALMIE, WASHINGTON, ADOPTING THE SNOQUALMIE VALLEY SCHOOL DISTRICT NO. 410 CAPITAL FACILITIES PLAN, 2024-2029**

**WHEREAS**, the City of Snoqualmie Comprehensive Plan provides that the annual update of the Snoqualmie Valley School District No. 410’s Capital Facilities Plan shall be deemed incorporated by reference in the City of Snoqualmie Comprehensive Plan upon adoption by City Council by resolution; and

**WHEREAS**, the City Council has reviewed Snoqualmie Valley School District No. 410’s Capital Facilities Plan 2024-2029, approved by the Snoqualmie Valley School District No. 410 Board of Directors on June 13, 2024, and has determined it should be adopted;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SNOQUALMIE, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:**

The Snoqualmie Valley School District No. 410 Capital Facilities Plan 2024-2029, as attached hereto as Exhibit A, is hereby adopted.

**PASSED** by the City Council of the City of Snoqualmie, Washington, this 28<sup>th</sup> day of October 2024.

\_\_\_\_\_  
Katherine Ross, Mayor

Attest:

Approved as to form:

\_\_\_\_\_  
Deana Dean, City Clerk

\_\_\_\_\_  
David Linehan, Interim City Attorney

# SNOQUALMIE VALLEY SCHOOL DISTRICT 410

## CAPITAL FACILITIES PLAN 2024



Snoqualmie Valley School District No. 410 hereby provides to the King County Council this Capital Facilities Plan documenting the present and future school facility requirements of the District. The Plan contains all elements required by the Growth Management Act and King County Code Title 21A.43, including a six (6) year financing plan component.

Adopted on June 13, 2024

## SNOQUALMIE VALLEY SCHOOL DISTRICT NO. 410

2024-2029  
SIX-YEAR CAPITAL FACILITIES PLAN

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For information about this plan, call the District Business Services Office  
(425.831.8011)

**Snoqualmie Valley School District No. 410  
Snoqualmie, Washington  
(425) 831-8000**

**Board of Directors**

	<u>Position Number</u>	<u>Term</u>
Melissa Johnson, President	1	1/1/22 - 12/31/25
Judith Milstein	2	1/1/24 - 12/31/27
Rene Price	3	1/1/24 - 12/31/27
Gary Fancher	4	1/1/22 - 12/31/25
Ram Dutt Vedullapalli, Vice President	5	1/1/24 - 12/31/27

**Central Office Administration**

Superintendent	Dan Schlotfeldt
Assistant Superintendent - Finance & Operations	Ryan Stokes
Executive Director - Secondary Teaching and Learning	Andrea Zier
Executive Director - Elementary Teaching and Learning	Monica Heimbigner
Executive Director of Student Services	Kimberly Mackey
Executive Director of Human Resources	Beth Porter

Snoqualmie Valley School District No. 410
Snoqualmie, Washington

**Administration Building**

8001 Silva Ave S.E., P.O. Box 400  
Snoqualmie, WA 98065  
(425) 831-8000

**Dan Schlotfeldt, Superintendent**

**Mount Si High School**

8651 Meadowbrook Way S.E.  
Snoqualmie, WA 98065  
Debra Hay, Principal

**Two Rivers School**

8651 Meadowbrook Way S.E.  
Snoqualmie, WA 98065  
Catherine Fredenburg, Principal

**Snoqualmie Middle School**

9200 Railroad Ave S.E.  
Snoqualmie, WA 98065  
Megan Botulinski, Principal

**Chief Kanim Middle School**

32627 S.E. Redmond-Fall City Rd.  
P.O. Box 639  
Fall City, WA 98024  
Michelle Trifunovic, Principal

**Twin Falls Middle School**

46910 SE Middle Fork Road  
North Bend, WA 98045  
Jeff D'Ambrosio, Principal

**Cascade View Elementary**

34816 SE Ridge Street  
Snoqualmie, WA 98065  
Katelyn Long, Principal

**Snoqualmie Elementary**

39801 S.E. Park Street  
Snoqualmie, WA 98065  
John Norberg, Principal

**North Bend Elementary**

400 East Third Street  
North Bend, WA 98045  
Rebekah Westra, Principal

**Fall City Elementary**

33314 S.E. 42nd  
Fall City, WA 98027  
Jamie Warner, Principal

**Timber Ridge Elementary**

34412 SE Swenson Drive  
Snoqualmie, WA 98065  
Shawn Lawrence, Principal

**Opstad Elementary**

1345 Stilson Avenue S.E.  
North Bend, WA 98045  
Emily Hays, Principal

**Section 1. Executive Summary**

This Six-Year Capital Facilities Plan (the “Plan”) has been prepared by the Snoqualmie Valley School District (the “District”) as the organization’s primary facility planning document, in compliance with the requirements of the State of Washington's Growth Management Act and King County Code 21A.43. This plan was prepared using data available in the spring of 2024 and is consistent with prior capital facilities plans adopted by the District; however, this plan is not intended to be the sole plan for all the organization's needs.

For impact fees to be collected in the unincorporated areas of King County, the King County Council must adopt this plan, as proposed by the District. The Snoqualmie Valley School District also includes the incorporated cities of Snoqualmie and North Bend, as well as a portion of the city of Sammamish. The cities of Snoqualmie, North Bend, and Sammamish have each adopted a school impact fee policy and ordinance like the King County model.

Pursuant to the requirements of the Growth Management Act and the local implementing ordinances, this plan will be updated on an annual basis with any changes in the fee schedule adjusted accordingly. See Appendix A for the current single-family residence and multi-family residence calculations.

The District’s Plan establishes a "standard of service" in order to ascertain current and future capacity. This standard of service is reflective of current student/teacher ratios that the District hopes to be able to maintain during the period reflected in this Capital Facilities Plan. The Standard of Service has been updated to incorporate class size reduction at the K-3 level but **does not** incorporate additional class size reductions for all other grades, as outlined in Initiative 1351, which was approved by voters in November 2014, but has not yet been funded by Washington State. Future updates to this plan will consider incorporating those class sizes as the implementation of Initiative 1351 progresses.

It should also be noted that although the State Superintendent of Public Instruction establishes square foot guidelines for capacity funding criteria, those guidelines do not account for the actual program needs in the District. The Growth Management Act and King County Code 21A.43 authorize the District to adjust the standard of service based on the District's specific needs.

In general, the District's current standard provides the following (see Section 2 for additional information):

School Level	Target Average Student/Teacher Ratio
Elementary	20 Students
Middle	27 Students
High	28 Students

School capacity for the 2024-25 school year is based on the District standard of service and use of existing inventory. Existing inventory includes both permanent and relocatable classrooms (i.e. portable classroom units). The District's 2024-25 overall permanent capacity is 6,524 students (with an additional 2,027 student capacity available in portable classrooms). Enrollment in the Fall of 2023 totaled 6,836 full time equivalents ("FTE"). Due primarily to smaller kindergarten cohorts in recent years, the District anticipates a slight decrease in overall enrollment over the duration of this plan, with enrollment then beginning to grow in the years subsequent to this plan. Demographer projections based on recent census data, economic trends, housing projections and birth rates, among other factors project a decrease of 1% to 6,794 in 2029, based on the mid-range of enrollment projections. However, several factors may affect these projections in the near term, including anticipated housing growth in North Bend, continuing uncertainty regarding the impact of COVID on recent enrollment trends (and return of students to District enrollment), and recent experience of high school students opting for traditional education over the previous numbers enrolling in Running Start. As such, the District believes these projections to be conservative and will continue to carefully monitor annual enrollment.

Washington State House Bill 2776, which was enacted in 2010, required all kindergarten classes in the State to convert to full day kindergarten by 2018. The District converted to full day kindergarten in 2016. This transition doubled the number of classrooms needed for kindergarteners and increased classrooms needed to serve kindergarteners requiring additional special educational services. HB 2776 also stipulated K-3 class sizes to be reduced to 17 students per teacher by 2018 (down from the 21:1 average previously funded). This reduction in class sizes also required significant increases in the number of classrooms needed to adequately serve our K-3 population. These factors, combined with significant enrollment growth over the past two decades has increased the need for permanent classroom capacity across all grade levels in the District.

Though areas of growth are seen in various areas of the District, the most notable growth continues to be in the Snoqualmie Ridge and North Bend areas. United States Census data released in 2021 indicated the City of Snoqualmie grew by 32.3% over the last decade, while the City of North Bend grew by 31.8% over the same period. The cities of Snoqualmie and North Bend both anticipate future housing growth beyond 2029, while growth in unincorporated King County and the city of Sammamish should experience minimal housing growth in the District, unless annexations occur.

Previously, the need for additional classroom capacity has been addressed via the construction of Cascade View Elementary in 2005, Twin Falls Middle School in 2008, a 12-classroom portable expansion at Mount Si High School in 2009, the conversion of Snoqualmie Middle School into a Freshman Campus for Mount Si High School in 2013, the relocation of the 12-classroom portable expansion from Mount Si High School to Snoqualmie Middle School, the construction of Timber Ridge Elementary in 2016 and the replacement of Mount Si High School in 2019. In addition, the District has added numerous portable classrooms throughout the District during that same time frame. While two elementary schools have been opened in the last two decades, elementary school portable classrooms currently provide the equivalent capacity of two additional elementary schools, or approximately one-third of all elementary student capacity. See Section 7 for further details.

With the completion of the two most recent school additions (Timber Ridge and Mount Si) related to the District's most recent bond proposition (2015), the District has begun to consider the ongoing facility needs throughout the District. In order to reassess overall District needs and to begin to prioritize projects for potential future bond propositions, the District launched a citizen's committee to review districtwide facilities needs related to educating students (which continues to evolve in the 21<sup>st</sup> century) with consideration for future projected enrollment growth.

The goal of the committee was to develop a 20-year long-range facilities plan, with the first phase expected to reflect the six-year window of this plan. The committee recommended a rebuild and expansion of North Bend Elementary and Fall City Elementary, given projected enrollment trends, the disproportionate number of portables and the age and location of these elementaries. These expansions create capacity to serve elementary growth, while also eliminating a significant number of portable classrooms currently at those buildings. Expanding and renovating older elementary schools also saves operations and maintenance costs when compared to constructing a seventh elementary school and trying to continue to maintain aged buildings. Both elementary schools are also the District's oldest facilities, and a replacement/renovation of each alleviates ongoing and growing maintenance issues and costs associated with aging structures. Improvements to these buildings would also provide more equitable learning and support spaces that are present in other buildings and necessary to meet student educational needs.

The committee also recommended the replacement and expansion of Snoqualmie Middle School, as it similarly does not have equitable facilities and learning spaces compared to the District's other two middle schools and has a significant number of classroom doors that open to the exterior which present an ongoing safety and security concern associated with the increase of violence in public schools.

The School Board formally accepted the Citizen's Facilities Advisory Committee recommendations in 2024 and will soon begin discussions on bond planning for these projects.

See Section 6 for more details on the District's capacity planning.



**Section 2. Current District "Standard of Service"**  
(as defined by King County Code 21A.06)

King County Code 21A.06 refers to a “standard of service” that each school district must establish to ascertain its overall capacity. The standard of service identifies the program year, the class size, the number of classrooms, students and programs of special need, and other factors (determined by the district), which would best serve the student population. Relocatables (i.e. portable classroom units) may be included in the capacity calculation using the same standards of service as the permanent facilities.

The standard of service outlined below reflects only those programs and educational opportunities provided to students that directly affect the capacity of the school buildings. The special programs listed below require classroom space; thus, the permanent capacity of some of the buildings housing these programs has been reduced to account for those needs. Standard of Service has been updated to incorporate anticipated class size reduction at the K-3 level but **does not** incorporate additional class size reductions for all other grades, as outlined in Initiative 1351, which was approved by voters in November 2014 but has not yet been funded by Washington State. Future updates to this plan will consider incorporating those class sizes as the state implementation of Initiative 1351 progresses.

**Standard of Service for Elementary Students**

- Average target class size for grades K – 2: 17 students
- Average target class size for grade 3: 17 students
- Average target class size for grades 4-5: 27 students
- Special Education for students with disabilities may be provided in a self-contained classroom. Average target class size: 12 students

The District’s goal is to provide a standard of service of 17 students per classroom for kindergarten through grade 3, and 25 students per classroom in grades 4 through 5. However, the state currently funds grades 4 and 5 at 27 students per classroom.

Identified students will also be provided other special educational opportunities in classrooms designated as follows:

- Resource rooms
- Computer rooms
- Multi Language Learners (MLL)
- Education for disadvantaged students (Title I)
- Highly Capable education
- District remediation programs
- Learning assisted programs
- Transition rooms
- Behavior and other social, emotional programming
- Mild, moderate and severe disabilities
- Preschool programs

### Standard of Service for Secondary Students

- Average target class size for grades 6-8: 27 students
- Average target class size for grades 9-12: 30 students
- Average target class size for Two Rivers School: 20 students
- Special Education for students with disabilities may be provided in a self-contained classroom. Average target class size: 12 students

Identified students will also be provided other special educational opportunities in classrooms designated as follows:

- English Language Learners (ELL)
- Resource rooms (for special remedial assistance)
- Computer rooms

### Room Utilization at Secondary Schools

It is not possible to achieve 100% utilization of regular teaching stations because of scheduling conflicts for student programs, the need for specialized rooms for certain programs, and the need for teachers to have a workspace during their planning periods. Based on actual utilization due to these considerations, the District uses a standard utilization rate of 83% (5 out of 6 periods) for determining middle school capacity.

Beginning in the 2019-20 school year, Mount Si High School converted to a 7-period schedule. Teachers teach 5 of those periods, resulting in an expected room utilization of only 71% (5 out of 7). As enrollment grows, we would expect a need for some teachers to share classrooms throughout the day, resulting in a slightly higher utilization rate of 75%. As a result of lower room utilization rates, the average target class size for capacity purposes for Mount Si has also been increased from 27 to 30. Adjustments to the class size and classroom utilization rates may occur in future revisions to this plan, based on revisions to the new high school schedule as it is implemented.

### **Section 3. Inventory and Evaluation of Current Permanent Facilities**

The District's current overall capacity for the 2024-25 school year is expected to be 8,551, comprised of permanent classroom capacity of 6,524 students, and temporary classroom capacity of 2,027 students. October enrollment for the 2023-24 school year was 6,650 for purpose of the building inventory below. Districtwide, October 2023 enrollment totaled 6,836 full time equivalents ("FTE"), which includes students attending Parent Partnership Program and out-of-district placements.

Calculations of elementary, middle, and high school capacities have been made in accordance with the current standards of service. Due to changes in instructional programs, student needs (including special education) and other current uses, some changes in building level capacity have occurred at some schools. An inventory of the District's schools arranged by level, name, and current permanent capacity are summarized in the following table. In addition, a summary of overall capacity and enrollment for the next six years is discussed further in Section 7.

The physical condition of the District's facilities was evaluated by the 2023 State Study and Survey of School Facilities completed in accordance with WAC 180-25-025. As schools are modernized, the State Study and Survey of School Facilities report is updated. That report is incorporated herein by reference.

**Inventory of Permanent School Facilities and Related Program Capacity  
2024-25 School Year**

<b>ELEMENTARY LEVEL</b>				
<b>Facility</b>	<b>Address</b>	<b>Grade Span</b>	<b>Permanent Capacity *</b>	<b>2023-24 Enrollment **</b>
CASCADE VIEW	34816 SE Ridge Street Snoqualmie, Washington	K thru 5	495	523
FALL CITY	33314 SE 42nd Place Fall City, Washington	K thru 5	280	472
NORTH BEND	400 E 3rd Street North Bend, Washington	K thru 5	325	454
OPSTAD	1345 Stilson Av SE North Bend, Washington	K thru 5	452	563
SNOQUALMIE	39801 SE Park Street Snoqualmie, Washington	K thru 5 & Preschool	261	430
TIMBER RIDGE	34412 SE Swenson Drive Snoqualmie, Washington	K thru 5	583	625
<b>Total Elementary School</b>			<b>2,396</b>	<b>3,067</b>
<b>MIDDLE SCHOOL LEVEL</b>				
<b>Facility</b>	<b>Address</b>	<b>Grade Span</b>	<b>Permanent Capacity *</b>	<b>2023-24 Enrollment **</b>
CHIEF KANIM	32627 SE Redmond-Fall City Road Fall City, Washington	6, 7 & 8	697	533
SNOQUALMIE	9200 Railroad Ave SE Snoqualmie, Washington	6, 7 & 8	336	494
TWIN FALLS	46910 SE Middle Fork Road North Bend, Washington	6, 7 & 8	765	540
<b>Total Middle School</b>			<b>1,798</b>	<b>1,567</b>
<b>HIGH SCHOOL LEVEL</b>				
<b>Facility</b>	<b>Address</b>	<b>Grade Span</b>	<b>Permanent Capacity *</b>	<b>2023-24 Enrollment **</b>
MOUNT SI / TWO RIVERS	8651 Meadowbrook Way SE Snoqualmie, Washington	9 thru 12	2,330	2,016
<b>Total High School</b>			<b>2,330</b>	<b>2,016</b>
<b>TOTAL DISTRICT</b>			<b>6,524</b>	<b>6,650</b>

\* Does not include capacity for special programs as identified in Standards of Service section.

\*\* Difference between enrollment (pg.14) is due to rounding, Parent Partner Program, and out-of-district placements.

#### **Section 4. Relocatable (Portable) Classrooms**

For a definition of relocatables and permanent facilities, see Section 2 of King County Code 21A.06.

The District inventory includes 94 portable classrooms that provide standard capacity and special program space as outlined in Section 2. The District inventory of portables provides approximately 24% of capacity districtwide. The rebuild and expansion of Mount Si High School and the re-opening of Snoqualmie Middle schools has significantly reduced the percentage of secondary students in portable classrooms. At the elementary level, 36% of facility capacity is housed in portable classrooms, which is the equivalent of over 2 entire elementary schools. Based on projected enrollment growth and timing of anticipated permanent facilities, the District anticipates the need to acquire and/or relocate additional portables at the elementary level during the next six-year period.

As enrollment fluctuates, portables provide flexibility to accommodate immediate needs and interim housing. Because of this, new and modernized school sites are all planned to accommodate the potential of adding portables to address temporary fluctuations in enrollment. In addition, the use and need for portables will be balanced against program needs. Portables are not a solution for housing students on a permanent basis, and the District would like to continue to reduce the percentage of students that are housed in portable classrooms.

The cost of portables also varies widely based on the location, jurisdictional permitting requirements and intended use of the classrooms.

The District has an additional 10 portable classrooms in its inventory that are used for special program purposes or districtwide support services and are not available for regular classroom needs.

Two Rivers School relocated to the Mount Si High School campus in the fall of 2021. The District is currently working on facility improvements of that modular classroom facility and expects to bring that building back into available capacity in the Fall of 2025, when it will house the preschool program currently housed at Snoqualmie Elementary.

### **Section 5. Six-Year Enrollment Projections**

The District contracts with Flo Analytics (“FLO”) to project student enrollment over the next six-years. FLO provides the District a low, middle and high-range projections that are based on historic growth trends, future housing construction plans and availability, birth rates, as well as economic and various other factors that contribute to overall population growth. Based on the mid-range projection provided in 2023 by FLO, enrollment is expected to decrease by 42 students (0.6%) over the next six years, with a decline in enrollment the 9-12 level, as the enrollment declines during COVID progress through the system. Elementary enrollment is expected to grow by 5% over the next six years with 6-8 enrollment growing 2%.

The enrollment projections shown below have been adjusted beginning in 2016 to account for the conversion of half-day kindergarten students to full-day kindergarten students, as required by Washington State House Bill 2776, which was enacted in 2010. While this change did not increase the number of students (headcount), doubling the amount of time the students are in school also doubled the number of kindergarten classrooms needed to serve that grade level.

Given enrollment variability in recent years, the District acknowledges that the demographer’s ability to project enrollment could be impacted by several variable factors in the near term including: anticipated housing growth in North Bend, continuing uncertainty regarding the impact of COVID on recent enrollment trends (and return of students to District enrollment), and recent experience of high school students opting for traditional education over the previous numbers enrolling in Running Start. A few years prior to the construction of the new Mount Si High School, the District saw a significant increase in the number of students choosing to enroll in Running Start programs. With the increased availability of dual credit and advanced placement offerings at Mount Si High School, we anticipate an increase of student retention in the 11<sup>th</sup> and 12<sup>th</sup> grades. Additional program enhancements, such as the relocation of Two Rivers onto the Mount Si High School campus, should also improve student outcomes and retention. These factors are not included in the demographer projections below but may result in higher high school enrollment at Mount Si High School over the next six years. We will continue to update enrollment projections in future updates to this plan.

**Snoqualmie Valley School District No. 410**  
**Actual Full-Time Equivalent Enrollment through 2023 and Projected Enrollment from 2024 through 2029**

GRADE:	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Enrollment Projections through 2029								
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029			
Kindergarten **	257	245	267	241	548	508	548	603	402	546	491	492	499	504	514	528	543	557			
1st Grade	495	540	530	578	526	574	530	552	561	475	531	502	533	514	519	530	544	559			
2nd Grade	491	504	559	536	614	560	569	549	516	593	485	542	523	552	532	537	549	563			
3rd Grade	510	509	515	567	559	608	564	572	519	549	579	489	555	527	557	537	542	554			
4th Grade	534	517	509	566	597	566	585	566	534	525	546	584	493	556	528	558	538	543			
5th Grade	492	528	538	526	570	596	557	584	554	545	523	545	579	492	554	527	557	537			
<b>K-5 Subtotal</b>	<b>2,779</b>	<b>2,843</b>	<b>2,918</b>	<b>3,014</b>	<b>3,414</b>	<b>3,412</b>	<b>3,353</b>	<b>3,426</b>	<b>3,086</b>	<b>3,233</b>	<b>3,155</b>	<b>3,154</b>	<b>3,182</b>	<b>3,145</b>	<b>3,204</b>	<b>3,217</b>	<b>3,273</b>	<b>3,313</b>			
6th Grade	504	472	514	570	529	580	582	574	581	548	538	520	550	585	497	559	532	562			
7th Grade	488	512	481	525	572	511	581	590	550	594	536	544	525	547	580	495	555	529			
8th Grade	481	476	505	486	508	563	514	570	558	554	595	542	535	523	544	576	493	551			
<b>6-8 Subtotal</b>	<b>1,473</b>	<b>1,460</b>	<b>1,500</b>	<b>1,581</b>	<b>1,609</b>	<b>1,654</b>	<b>1,677</b>	<b>1,734</b>	<b>1,689</b>	<b>1,696</b>	<b>1,669</b>	<b>1,606</b>	<b>1,610</b>	<b>1,655</b>	<b>1,621</b>	<b>1,630</b>	<b>1,580</b>	<b>1,642</b>			
9th Grade	467	477	489	525	475	510	567	523	571	581	565	617	537	539	527	549	582	497			
10th Grade	406	473	469	473	500	472	499	556	507	576	566	570	592	530	532	520	542	574			
11th Grade	364	369	396	357	310	360	317	369	381	411	461	473	412	437	391	393	383	399			
12th Grade	410	363	388	372	321	283	315	338	376	379	397	416	401	396	420	376	378	369			
<b>9-12 Subtotal</b>	<b>1,647</b>	<b>1,682</b>	<b>1,742</b>	<b>1,727</b>	<b>1,606</b>	<b>1,625</b>	<b>1,698</b>	<b>1,786</b>	<b>1,835</b>	<b>1,947</b>	<b>1,989</b>	<b>2,076</b>	<b>1,942</b>	<b>1,902</b>	<b>1,870</b>	<b>1,838</b>	<b>1,885</b>	<b>1,839</b>			
***																					
<b>K-12 TOTAL</b>	<b>5,899</b>	<b>5,985</b>	<b>6,160</b>	<b>6,322</b>	<b>6,629</b>	<b>6,691</b>	<b>6,728</b>	<b>6,946</b>	<b>6,610</b>	<b>6,876</b>	<b>6,813</b>	<b>6,836</b>	<b>6,734</b>	<b>6,702</b>	<b>6,695</b>	<b>6,685</b>	<b>6,738</b>	<b>6,794</b>			
	2.3%	1.5%	2.9%	2.6%	4.9%	0.9%	0.6%	3.2%	-4.8%	4.0%	-0.9%	0.3%	-1.5%	-0.5%	-0.1%	-0.2%	0.8%	0.8%			

\* Enrollment Projections above reflect mid-range enrollment projections provided by Flo Analytics: January 2023.

\*\* Kindergarteners are counted as 1/2 FTE until 2016, when kindergarten classes transitioned to full day programming.

\*\*\* The district experienced large increases in Running Start enrollment for grades 11-12 recently. It is still too early to determine if this is a trend or an anomaly based on current circumstances (construction, high school schedule, etc.) Future enrollment will continue to be monitored and projections may be adjusted in subsequent updates to the Capital Facilities Plan.

## Section 6. Six-Year Planning and Construction Plan

The District plans to use the following strategies in order to address future needs districtwide:

- Planning and construction of new elementary school capacity;
- Planning and construction of new middle school capacity with a rebuilt Snoqualmie Middle School;
- Use of additional portables to provide housing of students not provided for under other strategies;
- Acquisition of land needed for expansion of transportation facility needs related to growth.

In the fall of 2014, the Board adopted a 2015 bond proposition to construct a newly expanded Mount Si High School with modernization of certain existing components, as well as a new, sixth elementary school. The bond proposition was passed by the voters in February 2015.

The expanded and modernized Mount Si High School, completed in 2021, facilitated the relocation of the freshman campus onto the main high school campus, which in turn created needed middle school capacity by converting the current Freshman Campus back to a middle school (Snoqualmie Middle School).

The 2015 voter-approved proposition also included funds to construct a new Elementary School #6. The construction of Timber Ridge Elementary, completed in 2016, provided initial capacity at all elementary schools to implement full day kindergarten, reduce K-3 class sizes and provide for enrollment growth, as all District elementary schools underwent a re-boundary process in preparation for the opening of Timber Ridge.

Despite the addition of Timber Ridge and recent additions of portable classrooms, the significant reductions in K-3 class sizes have resulted in most elementary schools operating at capacity. Future enrollment growth, when combined with reduced class sizes, will require additional future elementary school capacity. Portable classrooms may provide some short-term relief, however, many of the District's current elementary schools have reached the capacity to add more portable classrooms due to several factors, including land availability, building code restrictions, and capacity of corresponding common areas such as parking, bathrooms, specialist classrooms and building support services. For example, Snoqualmie, Fall City and North Bend Elementaries have approximately 50% of total capacity in portable classrooms. As the District has more than two elementary schools of capacity in portable classrooms, we anticipate future Elementary construction projects to include the reduction of portables within the District.

In the spring of 2020, the District launched a Citizens' Facilities Advisory Committee to begin the process of determining the appropriate solution for future elementary capacity needs, while also attempting to address the large amounts of portable classroom capacity. In 2023, the committee recommended that the highest priority projects for the District should be to rebuild and expand Fall City Elementary, North Bend Elementary and Snoqualmie Middle School.



As part of the committee work, it was determined that North Bend Elementary cannot be remodeled due to its location within the floodway, which requires that the entire building be flood proofed if improved by greater than 50% of its value. As such, any significant improvements to this building would require a new-in-lieu construction. While not in the floodway, Fall City Elementary is like North Bend Elementary in terms of being the oldest buildings in the District and having the largest relative percentage of portable classroom capacity. Rebuild and expansion projects for these two schools will add capacity for future enrollment growth, while also eliminating 29 portable classrooms from District inventory.

The committee also recommended a rebuild and expansion of Snoqualmie Middle School, via construction of a new Middle School on District property on Snoqualmie Ridge. This project would significantly improve safety and security, equity of middle school facilities, educational effectiveness of student spaces, and reduce the demand for District transportation.

Other projects recommended by the committee in future phases could include renovations at Snoqualmie Middle school to repurpose its use for district needs, and expansion/renovations of Opstad Elementary, Snoqualmie Elementary and Chief Kanim Middle Schools. Should enrollment exceed current projections, a 7th elementary school could also be considered in the future.

In 2024, the School Board officially accepted the Citizens' Facility Advisory Committee recommendations.

The 2015 bond proposition also included consideration for the construction of a separate preschool facility that will serve the growing special education needs of the District. This facility would increase the capacity at the elementary school which currently houses the preschool program and will allow for expansion of our preschool capacity in response to overall population growth. The Board has approved the remodel and expansion of the old Two Rivers facility in North Bend for this purpose. Given floodplain considerations, the District is still in the process of planning and permitting of this new facility. Once complete, the relocation of the preschool program will create some additional capacity at Snoqualmie Elementary, which is noted in the capacity projections in this plan.

The District also needs to identify additional land for an expanded transportation facility to serve enrollment growth adequately. The District's current transportation facility is inadequate for meeting future District needs. This capacity concern has been somewhat masked by recent driver staffing shortages. However, as the District hires more drivers to meet the current student population, this need will become more relevant. In planning for the 2015 bond measure, the Board considered adding a new transportation facility to the project list. While this facility was one of the higher priorities recommended for consideration when developing the 2015 bond measure, it was not included given the overall cost of the other school construction projects. In preparation for a future bond measure to fund this need, additional land must be identified to meet likely short-term needs, as well as to develop a long-term plan to develop a full-scale transportation facility that will support the future enrollment growth of the District. While the costs of this facility cannot be included in the impact fee calculation, the facility need is noted as part of the District's overall plan.

## **Section 7. Six-Year Classroom Capacities: Availability/Deficit Projections**

The following table summarizes the permanent and portable projected capacity to serve students during the periods of this Plan.

As demonstrated in the table, the District has continuing permanent capacity needs at the elementary school level. Some of those needs were partially addressed with the opening of Timber Ridge Elementary School. However, given the conversion to full day kindergarten and reduced elementary class sizes required by 2018, combined with current enrollment growth from new development, even after opening Timber Ridge, the District faces a need to plan for additional capacity at the K-5 level. Some of those additional capacity needs may require remediation in the short-term with portable classrooms as well as the construction of a separate preschool facility that will increase the capacity at the elementary school which currently houses the preschool program and will allow for expansion of our preschool capacity in response to overall population growth. The construction of additional permanent elementary capacity will address the longer-term capacity and educational needs of students. For purposes of this plan, we anticipate North Bend Elementary school to be rebuilt and expanded by 2029, with a similar rebuild and expansion of Fall City Elementary to be completed in 2030.

With the completion and opening of MSHS, the District has provided available capacity to serve new growth at grades 9 through 12. The expansion of Mount Si High School results in significant improvements in permanent capacity at the high school and middle school levels.

The District is anticipated to have 24% of its districtwide classroom capacity in portable classrooms for the 2024-25 school year. At the elementary level, 37% of the anticipated classroom capacity is in portable classrooms. With the associated reduction of portable classrooms associated with the elementary capacity addition projects, the District would have 21% of its overall classroom capacity in portable classrooms in 2028.

The District will continue to work towards reducing the percentage of students housed in portable classrooms, while also monitoring the future elementary school needs.

## PROJECTED CAPACITY TO HOUSE STUDENTS

### Elementary School K-5

PLAN YEARS: *	2024	2025	2026	2027	2028	2029
<b>Permanent Capacity **</b>	<b>2,396</b>	<b>2,396</b>	<b>2,456</b>	<b>2,456</b>	<b>2,456</b>	<b>2,456</b>
New Construction: <i>Preschool, Elementary Capacity</i>	-	60	-	-	-	325
<b>Permanent Capacity subtotal:</b>	<b>2,396</b>	<b>2,456</b>	<b>2,456</b>	<b>2,456</b>	<b>2,456</b>	<b>2,781</b>
Projected Enrollment:	3,182	3,145	3,204	3,217	3,273	3,313
<b>Surplus/(Deficit) of Permanent Capacity:</b>	<b>(786)</b>	<b>(689)</b>	<b>(748)</b>	<b>(761)</b>	<b>(817)</b>	<b>(532)</b>
Portable Capacity Available:	1,377	1,377	1,377	1,377	1,419	1,419
Portable Capacity Changes (+/-):	-	-	-	42	-	(280)
<b>Surplus/(Deficit) with Portables:</b>	<b>591</b>	<b>688</b>	<b>629</b>	<b>658</b>	<b>602</b>	<b>607</b>

### Middle School 6-8

PLAN YEARS: *	2024	2025	2026	2027	2028	2029
<b>Permanent Capacity</b>	<b>1,798</b>	<b>1,798</b>	<b>1,798</b>	<b>1,798</b>	<b>1,798</b>	<b>1,798</b>
	-	-	-	-	-	-
<b>Permanent Capacity subtotal:</b>	<b>1,798</b>	<b>1,798</b>	<b>1,798</b>	<b>1,798</b>	<b>1,798</b>	<b>1,798</b>
Projected Enrollment:	1,610	1,655	1,621	1,630	1,580	1,642
<b>Surplus/(Deficit) of Permanent Capacity:</b>	<b>188</b>	<b>143</b>	<b>177</b>	<b>168</b>	<b>218</b>	<b>156</b>
Portable Capacity Available:	650	650	650	650	650	650
Portable Capacity Changes (+/-):	-	-	-	-	-	-
<b>Surplus/(Deficit) with Portables:</b>	<b>838</b>	<b>793</b>	<b>827</b>	<b>818</b>	<b>868</b>	<b>806</b>

### High School 9-12

PLAN YEARS: *	2024	2025	2026	2027	2028	2029
<b>Permanent Capacity</b>	<b>2,330</b>	<b>2,330</b>	<b>2,330</b>	<b>2,330</b>	<b>2,330</b>	<b>2,330</b>
	-	-	-	-	-	-
<b>Total Capacity:</b>	<b>2,330</b>	<b>2,330</b>	<b>2,330</b>	<b>2,330</b>	<b>2,330</b>	<b>2,330</b>
Projected Enrollment:	1,942	1,902	1,870	1,838	1,885	1,839
<b>Surplus/(Deficit) Permanent Capacity:</b>	<b>388</b>	<b>428</b>	<b>460</b>	<b>492</b>	<b>445</b>	<b>491</b>
Portable Capacity Available:	0	0	0	0	0	0
Portable Capacity Changes (+/-):	-	-	-	-	-	-
<b>Surplus/(Deficit) with Portables:</b>	<b>388</b>	<b>428</b>	<b>460</b>	<b>492</b>	<b>445</b>	<b>491</b>

### K-12 TOTAL

PLAN YEARS: *	2024	2025	2026	2027	2028	2029
<b>Total Permanent Capacity:</b>	<b>6,524</b>	<b>6,584</b>	<b>6,584</b>	<b>6,584</b>	<b>6,584</b>	<b>6,909</b>
Total Projected Enrollment:	6,734	6,702	6,695	6,685	6,738	6,794
<b>Surplus/(Deficit) Permanent Capacity:</b>	<b>(210)</b>	<b>(118)</b>	<b>(111)</b>	<b>(101)</b>	<b>(154)</b>	<b>115</b>
Total Portable Capacity	2,027	2,027	2,027	2,069	2,069	1,789
<b>Total Permanent and Portable Capacity</b>	<b>8,551</b>	<b>8,611</b>	<b>8,611</b>	<b>8,653</b>	<b>8,653</b>	<b>8,698</b>
<b>Surplus/(Deficit) with Portables:</b>	<b>1,817</b>	<b>1,909</b>	<b>1,916</b>	<b>1,968</b>	<b>1,915</b>	<b>1,904</b>

\* Plan Years are calendar years; projected enrollment listed above represents fall enrollment of that year.

\*\* North Bend Elementary rebuild would provide permanent capacity of 650 students compared to current permanent capacity of 325, for a net addition of 325, as well as the ability to eliminate existing portable capacity of 280.

## **Section 8. Impact Fees and the Finance Plan**

By law, impact fees cannot be the sole source of funding new growth capacity. The school impact fee formula ensures that new development only pays for a portion of the cost of the facilities necessitated by new development. The following impact fee calculations examine the costs of housing the students generated by each new single family dwelling unit and each new multi-family dwelling unit. These are determined using student generation factors, which indicate the number of students that each dwelling produces based on recent historical data. The student generation factor is applied to the anticipated school construction costs (construction cost only, **not** total project cost), which is intended to calculate the construction cost of providing capacity to serve each new dwelling unit during the six-year period of this Plan. The formula does not require new development to contribute to the costs of providing capacity to address needs created by existing housing units.

The construction cost, as described above, is reduced by any State matching dollars anticipated to be awarded to the District, and the present value of future tax payments related to the debt service on school construction bonds. This adjusted construction cost quantifies the cost of additional capacity per new residence during the six-year period of this Plan.

In accordance with the regulations of King County and the cities of Sammamish, Snoqualmie and North Bend, the local community must share 50% of each cost per new residence. As such, the final impact fee proposed by the District to its respective municipalities for collection reflects this additional required reduction to the cost per new residence.

The impact of these factors renders impact fees charged and collected insufficient to fully fund school construction projects. Local support via bonds will constitute most of the funding required to construct new facilities.

It may be of interest to the reader, especially those in our communities, that the District qualified for State matching dollars for both the Timber Ridge Elementary and Mount Si High School projects. The amounts awarded via 'State Match' are determined at the State level and represented approximately 11% of the total expected costs of both projects - essentially covering the sales tax that school projects are required to charge on publicly funded projects. So, like impact fees, State Match dollars will typically only make minor contributions towards actual construction project costs.

The finance plan below demonstrates how the Snoqualmie Valley School District plans to finance improvements for the years 2024 through 2029. The financing components include secured funding (via the approved 2015 bond proposition) for the preschool facility but will also require additional bonds to be approved. The District currently owns undeveloped land in both Snoqualmie and North Bend, either of which could be used for additional school capacity projects. The District must also plan for additional land and facilities to meet identified transportation facility needs. Future updates to this Plan will include updated information regarding these capacity-related projects and their associated construction costs.

## 2024 FINANCING PLAN

Facility:	Estimated Cost	Unsecured Source of Funds:			Secured Source of Funds:			
		Bonds/Local	State Match*	Impact Fees	Bonds	State Match	Impact Fees	Other Sources
Preschool	\$5,300,000	\$0	\$0	\$150,000	\$5,000,000	\$0	\$150,000	\$0
Elementary School Construction	\$103,200,000 <sup>1</sup>	\$96,050,000	\$4,150,000	\$2,000,000	\$0	\$0	\$1,000,000	\$0
Portable Classrooms - ES	\$720,000	\$0	\$0	\$545,000	\$0	\$0	\$175,000	\$0
Land Acquisition/Development - Transportation Facility Expansion	\$8,000,000	TBD	\$0	\$0	\$0	\$0	\$0	\$0

<sup>1</sup> Listed here are estimated total project costs as adjusted for cost escalation through anticipated bid year. Please note that only construction cost (not total anticipated project cost) is used in the calculation of school impact fees. Those are estimated as follows:

**Added Elementary School Capacity:** Estimated total project cost = 103,200,000 Estimated cost of construction = \$82,300,000

For the purposes of this Plan’s construction costs, the District is using actual costs for recent portable acquisitions, increased by an inflationary cost estimate. The estimated cost for the elementary capacity project is based off cost estimates prepared by NAC Architecture, using costs based on recent elementary construction bid awards, and estimated cost inflation through the midpoint of the planned project. Other projects’ costs have been estimated internally based on market rates and preliminary design work in progress.

The District has also updated State match availability estimates from OSPI. A district can be eligible for potential State matching funds for 1) new construction, and 2) modernization/new-in-lieu construction. Matching funds are calculated using grade level capacity grouped into two categories: grades K-8 and grades 9-12.

For K-8 facilities, the District would currently qualify for state matching funds for some new construction and modernization. Even with the equivalent of two elementary schools in portable classrooms, the District only qualifies for state match funding for approximately half of the square footage of a new elementary school. Modernization funding is specific to individual buildings. Based on the estimates provided by OSPI, the combined state matching funds for modernization and new construction would only cover between 5% and 8% of construction costs, for North Bend Elementary and Fall City Elementary, respectively.

We are hopeful that in the coming years, the State will address this obvious deficiency in the adequacy of state funding for facilities.

## Appendix A: Single Family Residence Impact Fee Calculation

### Site Aquisition Cost Per Residence

Formula: ((Acres x Cost per Acre) / Facility Size) x Student Factor

	Site Size	Cost / Acre	Facility Size	Student Factor	
Elementary	15	\$0	n/a	0.2800	\$0.00
Middle	25	\$0	n/a	0.1150	\$0.00
High	40	\$0	n/a	0.1260	\$0.00
A----->					\$0.00

### Permanent Facility Construction Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Permanent/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$82,300,000	650	0.2800	0.8541	\$30,279.82
Middle	\$0	0	0.1150	0.9013	\$0.00
High	\$0	0	0.1260	1.0000	\$0.00
B----->					\$30,279.82

### Temporary Facilities Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Temporary/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$360,000	20	0.2800	0.1459	\$735.34
Middle	\$0	27	0.1150	0.0987	\$0.00
High	\$0	28	0.1260	0.0000	\$0.00
C----->					\$735.34

### State Match Credit Per Residence (if applicable)

Formula: Current Construction Cost Allocation x SPI Footage x District Match x Student Factor

	CCCA	SPI Footage	District Match	Student Factor	
Elementary	\$375.00	90	5.00%	0.2800	\$472.50
Middle	\$375.00	117		0.1150	n/a
High	\$375.00	130	n/a	0.1260	n/a
D----->					\$472.50

### Tax Credit Per Residence

Average Residential Assessed Value	\$932,275
Current Debt Service Tax Rate	\$1.3100
Annual Tax Payment	\$1,221.28
Bond Buyer Index Annual Interest Rate	3.48%
Discount Period (Years Amortized)	10
TC----->	\$10,167.15

### Fee Per Residence Recap:

Site Acquisition Cost	\$0.00
Permanent Facility Cost	\$30,279.82
Temporary Facility Cost	\$735.34
Subtotal	\$31,015.16
State Match Credit	(\$472.50)
Tax Payment Credit	(\$10,167.15)
Subtotal	\$20,375.51
50% Local Share	(\$10,187.76)
<b>Impact Fee, net of Local Share</b>	<b>\$10,187.76</b>

## Appendix A: Multi-Family Residence Impact Fee Calculation

### Site Aquisition Cost Per Residence

Formula: ((Acres x Cost per Acre) / Facility Size) x Student Factor

	Site Size	Cost / Acre	Facility Size	Student Factor	
Elementary	15	\$0	n/a	0.1500	\$0.00
Middle	25	\$0	n/a	0.0480	\$0.00
High	40	\$0	n/a	0.0520	\$0.00
A----->					\$0.00

### Permanent Facility Construction Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Permanent/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$82,300,000	650	0.1500	0.8541	\$16,221.91
Middle	\$0	0	0.0480	0.9013	\$0.00
High	\$0	0	0.0520	1.0000	\$0.00
B----->					\$16,221.91

### Temporary Facilities Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Temporary/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$360,000	20	0.1500	0.1459	\$393.93
Middle	\$0	27	0.0480	0.0987	\$0.00
High	\$0	28	0.0520	0.0000	\$0.00
C----->					\$393.93

### State Match Credit Per Residence (if applicable)

Formula: Current Construction Cost Allocation x SPI Footage x District Match x Student Factor

	CCCA	SPI Footage	District Match %	Student Factor	
Elementary	\$375.00	90	5.00%	0.1500	\$253.13
Middle	\$375.00	117	n/a	0.0480	n/a
High	\$375.00	130	n/a	0.0520	n/a
D----->					\$253.13

### Tax Credit Per Residence

Average Residential Assessed Value	\$368,798
Current Debt Service Tax Rate	\$1.3100
Annual Tax Payment	\$483.13
Bond Buyer Index Annual Interest Rate	3.48%
Discount Period (Years Amortized)	10
TC----->	\$4,022.01

### Fee Per Residence Recap:

Site Acquisition Cost	\$0.00
Permanent Facility Cost	\$16,221.91
Temporary Facility Cost	\$393.93
Subtotal	\$16,615.84
State Match Credit	(\$253.13)
Tax Payment Credit	(\$4,022.01)
Subtotal	\$12,340.71
50% Local Share	(\$6,170.35)
<b>Impact Fee, net of Local Share</b>	<b>\$6,170.35</b>

## Appendix B: Composite Student Generation Factors

Single Family Dwelling Unit:								
	Auburn	Fife	Issaquah	Lake Wash.	Northshore	Renton	Riverview	Average:
<b>Elementary</b>	0.269	0.295	0.342	0.345	0.324	0.146	0.239	<b>0.280</b>
<b>Middle</b>	0.107	0.129	0.146	0.155	0.118	0.046	0.104	<b>0.115</b>
<b>High</b>	0.117	0.115	0.153	0.148	0.120	0.089	0.137	<b>0.126</b>
<b>Total:</b>	<b>0.493</b>	<b>0.539</b>	<b>0.641</b>	<b>0.648</b>	<b>0.562</b>	<b>0.281</b>	<b>0.480</b>	<b>0.521</b>

Multi Family Dwelling Unit:								
	Auburn	Fife	Issaquah	Lake Wash.	Northshore	Renton	Riverview	Average:
<b>Elementary</b>	0.482	0.084	0.086	0.030	0.071	0.146	0.149	<b>0.150</b>
<b>Middle</b>	0.131	0.038	0.040	0.013	0.027	0.065	0.025	<b>0.048</b>
<b>High</b>	0.146	0.040	0.033	0.011	0.034	0.069	0.033	<b>0.052</b>
<b>Total:</b>	<b>0.759</b>	<b>0.162</b>	<b>0.159</b>	<b>0.054</b>	<b>0.132</b>	<b>0.280</b>	<b>0.207</b>	<b>0.250</b>

Note: The above student generation rates represent unweighted averages, based on King County school districts that measure student generation rates. Average rates were used for the purpose of calculating the impact fees in Appendix A.

Ordinance No. 10162, Section R. Page 5: lines 30 thru 35 & Page 6: line 1:

“Student factors shall be based on district records on average actual student generation rates for new developments constructed over a period of not more than five (5) years prior to the date of the fee calculation: provided that, if such information is not available in the district, data from adjacent districts, districts with similar demographics, or county wide averages may be used.”

In 2023, the District also analyzed student generation rates within Snoqualmie Valley and found the following rates:

**2022–23 District K–12 Students per Housing Unit Built 2017–2021**

Housing Type	Housing Units	K–5 Students	6–8 Students	9–12 Students	K–5	6–8	9–12	K–12 Total
Single-family	753	204	67	71	0.271	0.089	0.094	0.454
Multifamily <sup>1</sup>	306	91	39	47	0.297	0.127	0.154	0.578

Table 1 sources: Snoqualmie Valley School District October 2022 Student Information System enrollment, King County GIS parcel areas, and King County Department of Assessments residential building, apartment complex, and condo complex data with year built 2017–2021. Analysis conducted by FLO Analytics.

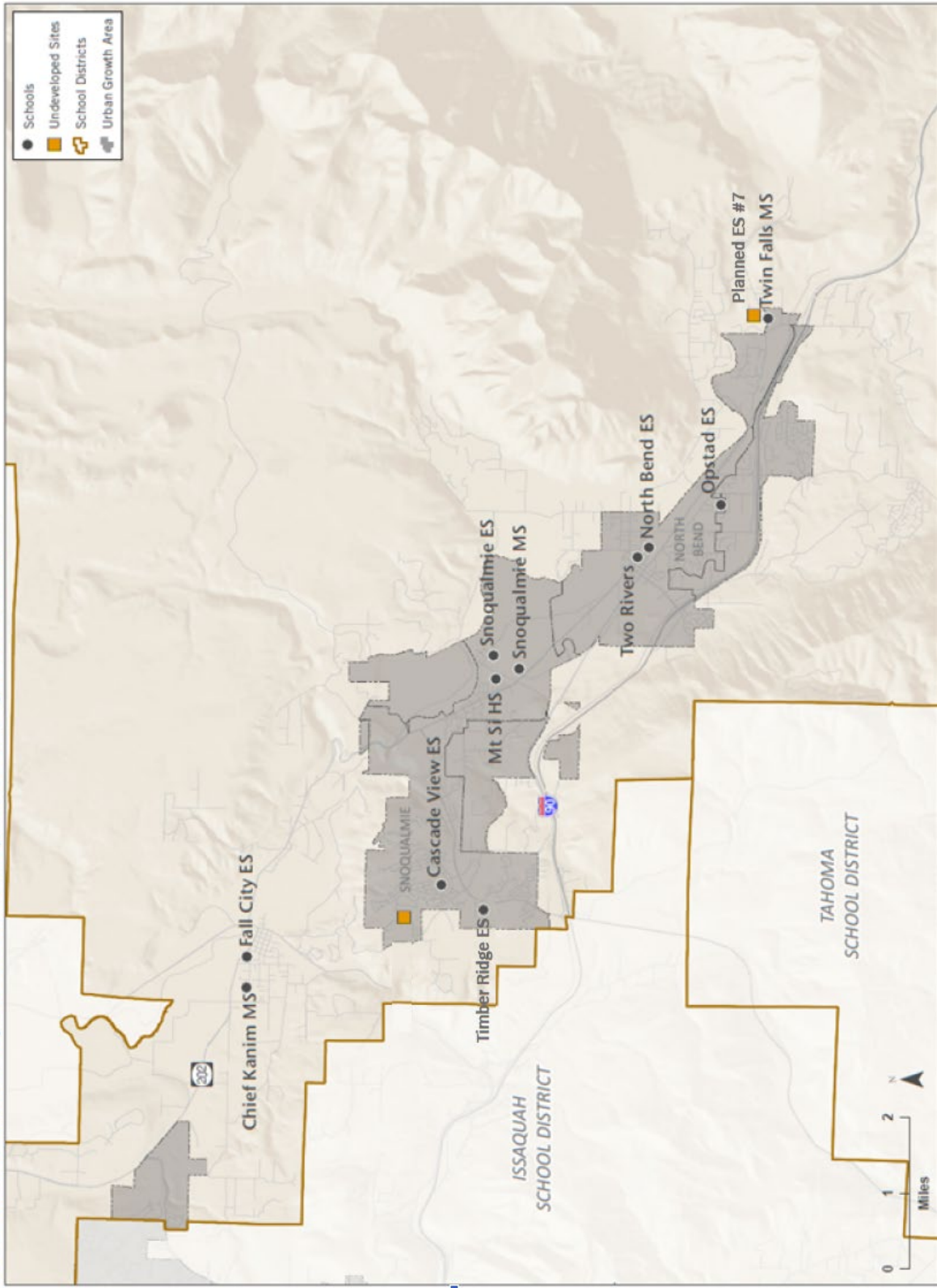
1. Multifamily includes apartments, condominiums, duplexes, triplexes, 4-plexes, and townhomes.

The above multi-family rate was determined from four separate developments constructed in the measurement period. Of those, two multi-family developments had student generation rates higher than the single family rate. While one of those was an affordable housing complex, it is interesting to note that a market-rate development had nearly similar student generation. Multi-family developments can vary widely and the number of students generated depends on the nature of the developments, including affordability, number of bedrooms, and even proximity to local schools. The District has chosen to use the King County averages for the purpose of calculating the 2024 Impact Fees but will likely revisit this analysis in the next update to the CFP.



The District also notes that local cities and jurisdictions are currently updating their comprehensive plans to be able to provide housing for their proportional share of future expected housing needs in King County. Given constraints on developable land, potential changes to zoning, density and annexation might also impact the student generation outlook in future updates to the CFP, as well as capital facilities to house future additional students.

### Schools and Undeveloped Sites in Snoqualmie Valley School District





# BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

**AB24-104**  
**October 28, 2024**  
**Committee Report**

## AGENDA BILL INFORMATION

<b>TITLE:</b>	AB24-104: 2025 Salary Schedule for Non-Represented Management and Professional (M&P) Employees	<input type="checkbox"/> Discussion Only
<b>PROPOSED ACTION:</b>	Approve the 2025 Salary Schedule for Non-Represented Management and Professional (M&P) Employees	<input checked="" type="checkbox"/> Action Needed:
		<input checked="" type="checkbox"/> Motion
		<input type="checkbox"/> Ordinance
		<input type="checkbox"/> Resolution

<b>REVIEW:</b>	Department Director	Drew Bouta	10/16/2024
	Finance	Janna Walker	10/16/2024
	Legal	David Linehan	10/16/2024
	City Administrator	Mike Chambless	10/16/2024

<b>DEPARTMENT:</b>	Administration		
<b>STAFF:</b>	Drew Bouta, Finance Director; and Jen Hughes, Deputy Finance Director		
<b>COMMITTEE:</b>	Finance & Administration	<b>COMMITTEE DATE:</b> October 22, 2024	
<b>EXHIBITS:</b>	<ol style="list-style-type: none"> <li>1. 2025 Salary Schedule for M&amp;P Employees with a 2.68% COLA (Monthly Rate of Pay)</li> <li>2. 2025 Salary Schedule for M&amp;P Employees with a 2.68% COLA (Annual Rate of Pay)</li> <li>3. 2025 Salary Schedule for M&amp;P Employees with a 3.50% COLA (Monthly Rate of Pay)</li> <li>4. 2025 Salary Schedule for M&amp;P Employees with a 3.50% COLA (Annual Rate of Pay)</li> <li>5. 2025 Salary Schedule for M&amp;P Employees with a 3.63% COLA (Monthly Rate of Pay)</li> <li>6. 2025 Salary Schedule for M&amp;P Employees with a 3.63% COLA (Annual Rate of Pay)</li> </ol>		

<b>AMOUNT OF EXPENDITURE</b>	\$ N/A
<b>AMOUNT BUDGETED</b>	\$ N/A
<b>APPROPRIATION REQUESTED</b>	\$ 0

## SUMMARY

**INTRODUCTION**

The purpose of this agenda bill is for Council consideration and approval of the 2025 salary schedule for non-represented Management and Professional (M&P) employees.

**LEGISLATIVE HISTORY**

The City Council first approved a salary schedule for non-represented M&P employees in January 2006 and has subsequently approved the schedule on an annual basis following consideration of a cost-of-living adjustment (COLA). In 2023, the City completed a Classification and Compensation Study (AB23-017) that evaluated the competitiveness regionally of the salaries and benefits offered by the City of Snoqualmie for each Teamsters and M&P grade and position. Following release of the study, Council approved placing the M&P employee group at the 60<sup>th</sup> percentile of comparable cities with a 6% COLA on January 22, 2024 (AB24-016).

**ANALYSIS**

The Administration is proposing three options to Council regarding a 2025 COLA for the M&P employee group.

**Option #1: 2.68% COLA**

The City adopted a 2025-2026 Biennial Budget that included a 2025 COLA of 2.68% and 2026 COLA of 2.49% for M&P employees. The proposed 2025 COLA of 2.68% was based on a forecast of the consumer price index for urban wage earners and clerical workers (CPI-W) released by the King County Office of Economic and Financial Analysis in March of 2024. The 2.68% forecasted COLA was then used to estimate the 2025 salaries and benefits of M&P employees in early June of 2024. The Finance Department rolled estimated 2025 salaries and benefits of M&P employees into Department expenditure requests in July of 2024 and subsequently into the 2025-2026 Biennial Budget. Approving this COLA would adhere to the adopted 2025-2026 Biennial Budget.

**Option #2: 3.50% COLA**

COLAs previously received by M&P employees typically were based on an average of the three other employee groups (Teamsters, Police (SPA), and Fire (IAFF)) or based on the COLA that the majority of the three employee groups expected to receive for any upcoming year. In 2025, both the Teamsters and Fire (IAFF) employee groups will receive a 2025 COLA of 3.50%. Approving this COLA would adhere to the past practices of the City.

**Option #3: 3.63% COLA**

The actual June of 2023 to June of 2024 CPI-W for the Seattle-Tacoma-Bellevue area was 3.63% (released August 2024). In addition, most of our neighboring municipalities are planning on COLAs between 3.5% and 4.5% for non-represented staff. Approving this COLA would help to protect the purchasing power of M&P employees and keep up with COLAs proposed in the municipal labor market.

<b>Annual Cost-of-Living Adjustments</b>						
<b>Year</b>	<b>Teamsters</b>	<b>Police (SPA)</b>	<b>Fire (IAFF)</b>	<b>M&amp;P</b>	<b>CPI-U (June-to-June)</b>	<b>CPI-W (June-to-June)</b>
2018	3.00%	4.00%	3.00%	3.00%	2.99%	3.03%
2019	2.50%	3.00%	3.00%	3.00%	3.28%	3.65%
2020	2.50%	3.20%	3.00%	3.00%	2.29%	1.68%
2021	2.50%	3.20%	2.50%	2.50%	0.87%	1.01%
2022	4.00%	3.70%	3.40%	3.00%	5.52%	6.29%
2023	6.00%	4.00%	3.40%	3.50%	10.14%	9.54%
2024	4.00%	8.00%	3.50%	6.00%	4.62%	4.51%
2025	3.50%	4.50%	3.50%	TBD	3.83%	3.63%
<b>Average =</b>	<b>3.50%</b>	<b>4.20%</b>	<b>3.16%</b>	<b>3.43%</b>	<b>4.19%</b>	<b>4.17%</b>

Adjusted to 60th Percentile

## BUDGET IMPACTS

If Council elects Option 1, with a 2.68% COLA, no budgetary impacts are expected as this inflationary level is included within the 2025-26 Biennial Budget. If Council elects Option 2 (3.5% COLA) or Option 3 (3.63% COLA), the table below shows the fund-by-fund impact. While only 2025 increases are shown for simplicity, these COLAs will affect subsequent years as they compound over time.

Increase over Budgeted Appropriation for 2025			
#	Fund	Option 2 3.5% COLA	Option 3 3.63% COLA
001	General Fund	\$ 23,522	\$ 27,252
	<i>Administration</i>	\$ 14,022	\$ 16,245
	<i>Snoqualmie Police</i>	\$ 2,428	\$ 2,813
	<i>Fire and Emergency</i>	\$ 2,839	\$ 3,289
	<i>Parks &amp; Streets Maintenance</i>	\$ 579	\$ 671
	<i>Community Development</i>	\$ 3,654	\$ 4,234
014	North Bend Police Services Fund	\$ 1,438	\$ 1,666
310	Non-Utility Capital Fund	\$ 773	\$ 896
401	Water Utility Fund	\$ 550	\$ 637
402	Wastewater Utility Fund	\$ 355	\$ 411
403	Stormwater Utility Fund	\$ 355	\$ 411
417	Utilities Capital Fund	\$ 1,344	\$ 1,557
501	Equipment Replacement & Repair Fund	\$ 231	\$ 267
502	Information Technology Fund	\$ 2,629	\$ 3,045
510	Facilities Maintenance Fund	\$ 80	\$ 92
<b>Total =</b>		\$ 31,276	\$ 36,234

Based on the increases shown above, if either Option 2 or Option 3 are selected most funds will most likely not need a budgetary amendment. However, as the 2025-26 Biennium has not yet commenced, Administration lacks data to make an absolute determination that Option 2 or Option 3 can be absorbed within the current 2025-26 appropriation. If an amendment is needed, Administration will bring it forward with the mid-biennium amendment expected in late 2025.

## NEXT STEPS

Adoption at City Council Meeting: October 28, 2024.

## PROPOSED ACTION

**Option #1:** Move to approve the 2025 Salary Schedule for Non-Represented Management and Professional (M&P) Employees with a 2.68% COLA.

**Option #2:** Move to approve the 2025 Salary Schedule for Non-Represented Management and Professional (M&P) Employees with a 3.50% COLA.

**Option #3:** Move to approve the 2025 Salary Schedule for Non-Represented Management and Professional (M&P) Employees with a 3.63% COLA.

**City of Snoqualmie  
Non-Represented, Management & Professional (M&P)  
2025 Salary Schedule  
Monthly Rate of Pay Table**

**COLA Adjustment Proposed = 2.68%**

All employees will be eligible for a step increase in a given year following a satisfactory annual performance evaluation as established by the Administration.

Grade	Position Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Contract	City Administrator									19,450.93
13	City Attorney <sup>1</sup>	12,097.76	12,560.16	13,040.27	13,538.79	14,056.29	14,593.57	15,151.46	15,730.58	16,331.94
13	Parks & Public Works Director	12,097.76	12,560.16	13,040.27	13,538.79	14,056.29	14,593.57	15,151.46	15,730.58	16,331.94
13	Police Chief	12,097.76	12,560.16	13,040.27	13,538.79	14,056.29	14,593.57	15,151.46	15,730.58	16,331.94
13	Fire Chief	12,097.76	12,560.16	13,040.27	13,538.79	14,056.29	14,593.57	15,151.46	15,730.58	16,331.94
13	Information Technology Director	12,097.76	12,560.16	13,040.27	13,538.79	14,056.29	14,593.57	15,151.46	15,730.58	16,331.94
12	Finance Director	11,306.27	11,738.46	12,187.17	12,653.09	13,136.71	13,638.90	14,160.26	14,701.47	15,263.47
11	Community Development Director	10,566.63	10,970.50	11,389.86	11,825.31	12,277.28	12,746.61	13,233.83	13,739.70	14,264.90
11	Police Captain	10,566.63	10,970.50	11,389.86	11,825.31	12,277.28	12,746.61	13,233.83	13,739.70	14,264.90
11	Deputy Fire Chief	10,566.63	10,970.50	11,389.86	11,825.31	12,277.28	12,746.61	13,233.83	13,739.70	14,264.90
11	Deputy Parks & Public Works Director	10,566.63	10,970.50	11,389.86	11,825.31	12,277.28	12,746.61	13,233.83	13,739.70	14,264.90
10	Deputy Finance Director	9,049.79	9,395.65	9,754.86	10,127.76	10,514.86	10,916.77	11,334.08	11,767.30	12,217.21
10	Budget Manager	9,049.79	9,395.65	9,754.86	10,127.76	10,514.86	10,916.77	11,334.08	11,767.30	12,217.21
10	Information Technology Manager <sup>1</sup>	9,049.79	9,395.65	9,754.86	10,127.76	10,514.86	10,916.77	11,334.08	11,767.30	12,217.21
10	Human Resources Manager	9,049.79	9,395.65	9,754.86	10,127.76	10,514.86	10,916.77	11,334.08	11,767.30	12,217.21
10	City Clerk	9,049.79	9,395.65	9,754.86	10,127.76	10,514.86	10,916.77	11,334.08	11,767.30	12,217.21
9	CIP Project Manager	8,418.39	8,740.21	9,074.26	9,421.15	9,781.30	10,155.14	10,543.35	10,946.37	11,364.79
9	Mental Health Professional & Community Co-Responder (L2) <sup>2</sup>	8,418.39	8,740.21	9,074.26	9,421.15	9,781.30	10,155.14	10,543.35	10,946.37	11,364.79
8	Building Official	7,831.06	8,130.46	8,441.24	8,763.91	9,098.90	9,446.73	9,807.82	10,182.69	10,571.93
8	Communications Coordinator	7,831.06	8,130.46	8,441.24	8,763.91	9,098.90	9,446.73	9,807.82	10,182.69	10,571.93
7	Management Analyst <sup>1</sup>	7,284.72	7,563.15	7,852.28	8,152.45	8,464.08	8,787.61	9,123.55	9,472.23	9,834.43
6	Budget Analyst <sup>1</sup>	6,776.54	7,035.55	7,304.48	7,583.69	7,873.59	8,174.53	8,487.02	8,811.48	9,148.27
6	Human Resources Analyst	6,776.54	7,035.55	7,304.48	7,583.69	7,873.59	8,174.53	8,487.02	8,811.48	9,148.27
6	Project Specialist	6,776.54	7,035.55	7,304.48	7,583.69	7,873.59	8,174.53	8,487.02	8,811.48	9,148.27
6	Mental Health Professional & Community Co-Responder (L1) <sup>1</sup>	6,776.54	7,035.55	7,304.48	7,583.69	7,873.59	8,174.53	8,487.02	8,811.48	9,148.27
6	Community Liaison	6,776.54	7,035.55	7,304.48	7,583.69	7,873.59	8,174.53	8,487.02	8,811.48	9,148.27
5	Deputy City Clerk/Legal Assistant	6,303.70	6,544.65	6,794.85	7,054.54	7,324.25	7,604.22	7,894.89	8,196.69	8,509.95

**Retention Pay System**

All employees will receive retention pay in addition to their salaries as follows:

Service Time	% of Salary
0-3 Years of Service	0%
4-5 Years of Service	1%
6-10 Years of Service	2%
11-15 Years of Service	4%
16+ Years of Service	5%

Note: Each step includes a 3.82% increase over the previous step.

<sup>1</sup> These positions are currently vacant.

<sup>2</sup> The L2 position represents increasing responsibility and would allow for career development. There is no current plan to add a second Mental Health Professional at the L1 level.

**City of Snoqualmie  
Non-Represented, Management & Professional (M&P)  
2025 Salary Schedule  
Annual Rate of Pay Table**

**COLA Adjustment Proposed = 2.68%**

All employees will be eligible for a step increase in a given year following a satisfactory annual performance evaluation as established by the Administration.

Grade	Position Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Contract	City Administrator									233,411.15
13	City Attorney <sup>1</sup>	145,173.09	150,721.92	156,483.29	162,465.43	168,675.52	175,122.79	181,817.53	188,766.91	195,983.26
13	Parks & Public Works Director	145,173.09	150,721.92	156,483.29	162,465.43	168,675.52	175,122.79	181,817.53	188,766.91	195,983.26
13	Police Chief	145,173.09	150,721.92	156,483.29	162,465.43	168,675.52	175,122.79	181,817.53	188,766.91	195,983.26
13	Fire Chief	145,173.09	150,721.92	156,483.29	162,465.43	168,675.52	175,122.79	181,817.53	188,766.91	195,983.26
13	Information Technology Director	145,173.09	150,721.92	156,483.29	162,465.43	168,675.52	175,122.79	181,817.53	188,766.91	195,983.26
12	Finance Director	135,675.19	140,861.56	146,246.10	151,837.02	157,640.50	163,666.79	169,923.08	176,417.59	183,161.61
11	Community Development Director	126,799.53	131,646.03	136,678.37	141,903.76	147,327.32	152,959.32	158,805.91	164,876.36	171,178.85
11	Police Captain	126,799.53	131,646.03	136,678.37	141,903.76	147,327.32	152,959.32	158,805.91	164,876.36	171,178.85
11	Deputy Fire Chief	126,799.53	131,646.03	136,678.37	141,903.76	147,327.32	152,959.32	158,805.91	164,876.36	171,178.85
11	Deputy Parks & Public Works Director	126,799.53	131,646.03	136,678.37	141,903.76	147,327.32	152,959.32	158,805.91	164,876.36	171,178.85
10	Deputy Finance Director	108,597.45	112,747.77	117,058.28	121,533.07	126,178.32	131,001.20	136,008.90	141,207.59	146,606.50
10	Budget Manager	108,597.45	112,747.77	117,058.28	121,533.07	126,178.32	131,001.20	136,008.90	141,207.59	146,606.50
10	Information Technology Manager <sup>1</sup>	108,597.45	112,747.77	117,058.28	121,533.07	126,178.32	131,001.20	136,008.90	141,207.59	146,606.50
10	Human Resources Manager	108,597.45	112,747.77	117,058.28	121,533.07	126,178.32	131,001.20	136,008.90	141,207.59	146,606.50
10	City Clerk	108,597.45	112,747.77	117,058.28	121,533.07	126,178.32	131,001.20	136,008.90	141,207.59	146,606.50
9	CIP Project Manager	101,020.69	104,882.49	108,891.11	113,053.76	117,375.56	121,861.65	126,520.24	131,356.47	136,377.52
9	Mental Health Professional & Community Co-Responder (L2) <sup>2</sup>	101,020.69	104,882.49	108,891.11	113,053.76	117,375.56	121,861.65	126,520.24	131,356.47	136,377.52
8	Building Official	93,972.74	97,565.51	101,294.85	105,166.91	109,186.83	113,360.77	117,693.87	122,192.28	126,863.19
8	Communications Coordinator	93,972.74	97,565.51	101,294.85	105,166.91	109,186.83	113,360.77	117,693.87	122,192.28	126,863.19
7	Management Analyst <sup>1</sup>	87,416.62	90,757.83	94,227.38	97,829.40	101,569.00	105,451.33	109,482.55	113,666.76	118,013.20
6	Budget Analyst <sup>1</sup>	81,318.45	84,426.58	87,653.81	91,004.26	94,483.06	98,094.31	101,844.18	105,737.81	109,779.30
6	Human Resources Analyst	81,318.45	84,426.58	87,653.81	91,004.26	94,483.06	98,094.31	101,844.18	105,737.81	109,779.30
6	Project Specialist	81,318.45	84,426.58	87,653.81	91,004.26	94,483.06	98,094.31	101,844.18	105,737.81	109,779.30
6	Mental Health Professional & Community Co-Responder (L1) <sup>1</sup>	81,318.45	84,426.58	87,653.81	91,004.26	94,483.06	98,094.31	101,844.18	105,737.81	109,779.30
6	Community Liaison	81,318.45	84,426.58	87,653.81	91,004.26	94,483.06	98,094.31	101,844.18	105,737.81	109,779.30
5	Deputy City Clerk/Legal Assistant	75,644.36	78,535.82	81,538.19	84,654.53	87,891.00	91,250.69	94,738.73	98,360.25	102,119.37

**Retention Pay System**

All employees will receive retention pay in addition to their salaries as follows:

Service Time	% of Salary
0-3 Years of Service	0%
4-5 Years of Service	1%
6-10 Years of Service	2%
11-15 Years of Service	4%
16+ Years of Service	5%

Note: Each step includes a 3.82% increase over the previous step.

<sup>1</sup> These positions are currently vacant.

<sup>2</sup> The L2 position represents increasing responsibility and would allow for career development. There is no current plan to add a second Mental Health Professional at the L1 level.

**City of Snoqualmie  
Non-Represented, Management & Professional (M&P)  
2025 Salary Schedule  
Monthly Rate of Pay Table**

**COLA Adjustment Proposed = 3.50%**

All employees will be eligible for a step increase in a given year following a satisfactory annual performance evaluation as established by the Administration.

Grade	Position Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Contract	City Administrator									19,606.26
13	City Attorney <sup>1</sup>	12,194.37	12,660.47	13,144.41	13,646.91	14,168.55	14,710.11	15,272.46	15,856.20	16,462.37
13	Parks & Public Works Director	12,194.37	12,660.47	13,144.41	13,646.91	14,168.55	14,710.11	15,272.46	15,856.20	16,462.37
13	Police Chief	12,194.37	12,660.47	13,144.41	13,646.91	14,168.55	14,710.11	15,272.46	15,856.20	16,462.37
13	Fire Chief	12,194.37	12,660.47	13,144.41	13,646.91	14,168.55	14,710.11	15,272.46	15,856.20	16,462.37
13	Information Technology Director	12,194.37	12,660.47	13,144.41	13,646.91	14,168.55	14,710.11	15,272.46	15,856.20	16,462.37
12	Finance Director	11,396.56	11,832.21	12,284.50	12,754.13	13,241.62	13,747.82	14,273.34	14,818.87	15,385.36
11	Community Development Director	10,651.01	11,058.11	11,480.82	11,919.75	12,375.32	12,848.40	13,339.51	13,849.42	14,378.82
11	Police Captain	10,651.01	11,058.11	11,480.82	11,919.75	12,375.32	12,848.40	13,339.51	13,849.42	14,378.82
11	Deputy Fire Chief	10,651.01	11,058.11	11,480.82	11,919.75	12,375.32	12,848.40	13,339.51	13,849.42	14,378.82
11	Deputy Parks & Public Works Director	10,651.01	11,058.11	11,480.82	11,919.75	12,375.32	12,848.40	13,339.51	13,849.42	14,378.82
10	Deputy Finance Director	9,122.06	9,470.68	9,832.76	10,208.64	10,598.83	11,003.95	11,424.59	11,861.27	12,314.78
10	Budget Manager	9,122.06	9,470.68	9,832.76	10,208.64	10,598.83	11,003.95	11,424.59	11,861.27	12,314.78
10	Information Technology Manager <sup>1</sup>	9,122.06	9,470.68	9,832.76	10,208.64	10,598.83	11,003.95	11,424.59	11,861.27	12,314.78
10	Human Resources Manager	9,122.06	9,470.68	9,832.76	10,208.64	10,598.83	11,003.95	11,424.59	11,861.27	12,314.78
10	City Clerk	9,122.06	9,470.68	9,832.76	10,208.64	10,598.83	11,003.95	11,424.59	11,861.27	12,314.78
9	CIP Project Manager	8,485.62	8,810.01	9,146.73	9,496.38	9,859.41	10,236.24	10,627.55	11,033.79	11,455.55
9	Mental Health Professional & Community Co-Responder (L2) <sup>2</sup>	8,485.62	8,810.01	9,146.73	9,496.38	9,859.41	10,236.24	10,627.55	11,033.79	11,455.55
8	Building Official	7,893.60	8,195.39	8,508.65	8,833.90	9,171.57	9,522.17	9,886.15	10,264.01	10,656.36
8	Communications Coordinator	7,893.60	8,195.39	8,508.65	8,833.90	9,171.57	9,522.17	9,886.15	10,264.01	10,656.36
7	Management Analyst <sup>1</sup>	7,342.89	7,623.55	7,914.99	8,217.56	8,531.68	8,857.79	9,196.41	9,547.88	9,912.97
6	Budget Analyst <sup>1</sup>	6,830.66	7,091.73	7,362.82	7,644.25	7,936.47	8,239.81	8,554.79	8,881.85	9,221.33
6	Human Resources Analyst	6,830.66	7,091.73	7,362.82	7,644.25	7,936.47	8,239.81	8,554.79	8,881.85	9,221.33
6	Project Specialist	6,830.66	7,091.73	7,362.82	7,644.25	7,936.47	8,239.81	8,554.79	8,881.85	9,221.33
6	Mental Health Professional & Community Co-Responder (L1) <sup>1</sup>	6,830.66	7,091.73	7,362.82	7,644.25	7,936.47	8,239.81	8,554.79	8,881.85	9,221.33
6	Community Liaison	6,830.66	7,091.73	7,362.82	7,644.25	7,936.47	8,239.81	8,554.79	8,881.85	9,221.33
5	Deputy City Clerk/Legal Assistant	6,354.04	6,596.92	6,849.11	7,110.88	7,382.74	7,664.95	7,957.94	8,262.15	8,577.91

**Retention Pay System**

All employees will receive retention pay in addition to their salaries as follows:

Service Time	% of Salary
0-3 Years of Service	0%
4-5 Years of Service	1%
6-10 Years of Service	2%
11-15 Years of Service	4%
16+ Years of Service	5%

Note: Each step includes a 3.82% increase over the previous step.

<sup>1</sup> These positions are currently vacant.

<sup>2</sup> The L2 position represents increasing responsibility and would allow for career development. There is no current plan to add a second Mental Health Professional at the L1 level.



**City of Snoqualmie  
Non-Represented, Management & Professional (M&P)  
2025 Salary Schedule  
Annual Rate of Pay Table**

**COLA Adjustment Proposed = 3.50%**

All employees will be eligible for a step increase in a given year following a satisfactory annual performance evaluation as established by the Administration.

Grade	Position Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Contract	City Administrator									235,275.17
13	City Attorney <sup>1</sup>	146,332.44	151,925.58	157,732.97	163,762.88	170,022.56	176,521.32	183,269.52	190,274.40	197,548.38
13	Parks & Public Works Director	146,332.44	151,925.58	157,732.97	163,762.88	170,022.56	176,521.32	183,269.52	190,274.40	197,548.38
13	Police Chief	146,332.44	151,925.58	157,732.97	163,762.88	170,022.56	176,521.32	183,269.52	190,274.40	197,548.38
13	Fire Chief	146,332.44	151,925.58	157,732.97	163,762.88	170,022.56	176,521.32	183,269.52	190,274.40	197,548.38
13	Information Technology Director	146,332.44	151,925.58	157,732.97	163,762.88	170,022.56	176,521.32	183,269.52	190,274.40	197,548.38
12	Finance Director	136,758.69	141,986.48	147,414.02	153,049.59	158,899.41	164,973.83	171,280.08	177,826.46	184,624.34
11	Community Development Director	127,812.15	132,697.35	137,769.89	143,037.00	148,503.87	154,180.85	160,074.14	166,193.06	172,545.89
11	Police Captain	127,812.15	132,697.35	137,769.89	143,037.00	148,503.87	154,180.85	160,074.14	166,193.06	172,545.89
11	Deputy Fire Chief	127,812.15	132,697.35	137,769.89	143,037.00	148,503.87	154,180.85	160,074.14	166,193.06	172,545.89
11	Deputy Parks & Public Works Director	127,812.15	132,697.35	137,769.89	143,037.00	148,503.87	154,180.85	160,074.14	166,193.06	172,545.89
10	Deputy Finance Director	109,464.71	113,648.18	117,993.11	122,503.64	127,185.98	132,047.37	137,095.07	142,335.27	147,777.30
10	Budget Manager	109,464.71	113,648.18	117,993.11	122,503.64	127,185.98	132,047.37	137,095.07	142,335.27	147,777.30
10	Information Technology Manager <sup>1</sup>	109,464.71	113,648.18	117,993.11	122,503.64	127,185.98	132,047.37	137,095.07	142,335.27	147,777.30
10	Human Resources Manager	109,464.71	113,648.18	117,993.11	122,503.64	127,185.98	132,047.37	137,095.07	142,335.27	147,777.30
10	City Clerk	109,464.71	113,648.18	117,993.11	122,503.64	127,185.98	132,047.37	137,095.07	142,335.27	147,777.30
9	CIP Project Manager	101,827.44	105,720.08	109,760.72	113,956.61	118,312.92	122,834.84	127,530.63	132,405.48	137,466.63
9	Mental Health Professional & Community Co-Responder (L2) <sup>2</sup>	101,827.44	105,720.08	109,760.72	113,956.61	118,312.92	122,834.84	127,530.63	132,405.48	137,466.63
8	Building Official	94,723.20	98,344.67	102,103.79	106,006.77	110,058.80	114,266.07	118,633.77	123,168.11	127,876.32
8	Communications Coordinator	94,723.20	98,344.67	102,103.79	106,006.77	110,058.80	114,266.07	118,633.77	123,168.11	127,876.32
7	Management Analyst <sup>1</sup>	88,114.73	91,482.62	94,979.88	98,610.66	102,380.13	106,293.47	110,356.88	114,574.50	118,955.66
6	Budget Analyst <sup>1</sup>	81,967.86	85,100.81	88,353.81	91,731.02	95,237.60	98,877.69	102,657.51	106,582.23	110,655.99
6	Human Resources Analyst	81,967.86	85,100.81	88,353.81	91,731.02	95,237.60	98,877.69	102,657.51	106,582.23	110,655.99
6	Project Specialist	81,967.86	85,100.81	88,353.81	91,731.02	95,237.60	98,877.69	102,657.51	106,582.23	110,655.99
6	Mental Health Professional & Community Co-Responder (L1) <sup>1</sup>	81,967.86	85,100.81	88,353.81	91,731.02	95,237.60	98,877.69	102,657.51	106,582.23	110,655.99
6	Community Liaison	81,967.86	85,100.81	88,353.81	91,731.02	95,237.60	98,877.69	102,657.51	106,582.23	110,655.99
5	Deputy City Clerk/Legal Assistant	76,248.45	79,163.01	82,189.35	85,330.58	88,592.90	91,979.42	95,495.31	99,145.76	102,934.89

**Retention Pay System**

All employees will receive retention pay in addition to their salaries as follows:

Service Time	% of Salary
0-3 Years of Service	0%
4-5 Years of Service	1%
6-10 Years of Service	2%
11-15 Years of Service	4%
16+ Years of Service	5%

Note: Each step includes a 3.82% increase over the previous step.

<sup>1</sup> These positions are currently vacant.

<sup>2</sup> The L2 position represents increasing responsibility and would allow for career development. There is no current plan to add a second Mental Health Professional at the L1 level.

**City of Snoqualmie  
Non-Represented, Management & Professional (M&P)  
2025 Salary Schedule  
Monthly Rate of Pay Table**

**COLA Adjustment Proposed = 3.63%**

All employees will be eligible for a step increase in a given year following a satisfactory annual performance evaluation as established by the Administration.

Grade	Position Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Contract	City Administrator									19,630.89
13	City Attorney <sup>1</sup>	12,209.69	12,676.37	13,160.92	13,664.05	14,186.34	14,728.59	15,291.64	15,876.12	16,483.04
13	Parks & Public Works Director	12,209.69	12,676.37	13,160.92	13,664.05	14,186.34	14,728.59	15,291.64	15,876.12	16,483.04
13	Police Chief	12,209.69	12,676.37	13,160.92	13,664.05	14,186.34	14,728.59	15,291.64	15,876.12	16,483.04
13	Fire Chief	12,209.69	12,676.37	13,160.92	13,664.05	14,186.34	14,728.59	15,291.64	15,876.12	16,483.04
13	Information Technology Director	12,209.69	12,676.37	13,160.92	13,664.05	14,186.34	14,728.59	15,291.64	15,876.12	16,483.04
12	Finance Director	11,410.87	11,847.07	12,299.93	12,770.15	13,258.25	13,765.09	14,291.27	14,837.48	15,404.69
11	Community Development Director	10,664.39	11,072.00	11,495.24	11,934.72	12,390.87	12,864.54	13,356.27	13,866.82	14,396.88
11	Police Captain	10,664.39	11,072.00	11,495.24	11,934.72	12,390.87	12,864.54	13,356.27	13,866.82	14,396.88
11	Deputy Fire Chief	10,664.39	11,072.00	11,495.24	11,934.72	12,390.87	12,864.54	13,356.27	13,866.82	14,396.88
11	Deputy Parks & Public Works Director	10,664.39	11,072.00	11,495.24	11,934.72	12,390.87	12,864.54	13,356.27	13,866.82	14,396.88
10	Deputy Finance Director	9,133.52	9,482.58	9,845.11	10,221.46	10,612.14	11,017.77	11,438.94	11,876.17	12,330.24
10	Budget Manager	9,133.52	9,482.58	9,845.11	10,221.46	10,612.14	11,017.77	11,438.94	11,876.17	12,330.24
10	Information Technology Manager <sup>1</sup>	9,133.52	9,482.58	9,845.11	10,221.46	10,612.14	11,017.77	11,438.94	11,876.17	12,330.24
10	Human Resources Manager	9,133.52	9,482.58	9,845.11	10,221.46	10,612.14	11,017.77	11,438.94	11,876.17	12,330.24
10	City Clerk	9,133.52	9,482.58	9,845.11	10,221.46	10,612.14	11,017.77	11,438.94	11,876.17	12,330.24
9	CIP Project Manager	8,496.28	8,821.07	9,158.21	9,508.31	9,871.79	10,249.09	10,640.90	11,047.65	11,469.94
9	Mental Health Professional & Community Co-Responder (L2) <sup>2</sup>	8,496.28	8,821.07	9,158.21	9,508.31	9,871.79	10,249.09	10,640.90	11,047.65	11,469.94
8	Building Official	7,903.51	8,205.68	8,519.34	8,844.99	9,183.09	9,534.13	9,898.56	10,276.90	10,669.74
8	Communications Coordinator	7,903.51	8,205.68	8,519.34	8,844.99	9,183.09	9,534.13	9,898.56	10,276.90	10,669.74
7	Management Analyst <sup>1</sup>	7,352.12	7,633.13	7,924.93	8,227.88	8,542.39	8,868.91	9,207.96	9,559.87	9,925.42
6	Budget Analyst <sup>1</sup>	6,839.23	7,100.64	7,372.07	7,653.85	7,946.43	8,250.16	8,565.54	8,893.01	9,232.91
6	Human Resources Analyst	6,839.23	7,100.64	7,372.07	7,653.85	7,946.43	8,250.16	8,565.54	8,893.01	9,232.91
6	Project Specialist	6,839.23	7,100.64	7,372.07	7,653.85	7,946.43	8,250.16	8,565.54	8,893.01	9,232.91
6	Mental Health Professional & Community Co-Responder (L1) <sup>1</sup>	6,839.23	7,100.64	7,372.07	7,653.85	7,946.43	8,250.16	8,565.54	8,893.01	9,232.91
6	Community Liaison	6,839.23	7,100.64	7,372.07	7,653.85	7,946.43	8,250.16	8,565.54	8,893.01	9,232.91
5	Deputy City Clerk/Legal Assistant	6,362.02	6,605.20	6,857.72	7,119.81	7,392.01	7,674.58	7,967.94	8,272.52	8,588.68

**Retention Pay System**

All employees will receive retention pay in addition to their salaries as follows:

Service Time	% of Salary
0-3 Years of Service	0%
4-5 Years of Service	1%
6-10 Years of Service	2%
11-15 Years of Service	4%
16+ Years of Service	5%

Note: Each step includes a 3.82% increase over the previous step.

<sup>1</sup> These positions are currently vacant.

<sup>2</sup> The L2 position represents increasing responsibility and would allow for career development. There is no current plan to add a second Mental Health Professional at the L1 level.

**City of Snoqualmie  
Non-Represented, Management & Professional (M&P)  
2025 Salary Schedule  
Annual Rate of Pay Table**

**COLA Adjustment Proposed = 3.63%**

All employees will be eligible for a step increase in a given year following a satisfactory annual performance evaluation as established by the Administration.

Grade	Position Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Contract	City Administrator									235,570.68
13	City Attorney <sup>1</sup>	146,516.24	152,116.40	157,931.08	163,968.57	170,236.11	176,743.04	183,499.71	190,513.39	197,796.51
13	Parks & Public Works Director	146,516.24	152,116.40	157,931.08	163,968.57	170,236.11	176,743.04	183,499.71	190,513.39	197,796.51
13	Police Chief	146,516.24	152,116.40	157,931.08	163,968.57	170,236.11	176,743.04	183,499.71	190,513.39	197,796.51
13	Fire Chief	146,516.24	152,116.40	157,931.08	163,968.57	170,236.11	176,743.04	183,499.71	190,513.39	197,796.51
13	Information Technology Director	146,516.24	152,116.40	157,931.08	163,968.57	170,236.11	176,743.04	183,499.71	190,513.39	197,796.51
12	Finance Director	136,930.46	142,164.82	147,599.17	153,241.83	159,098.99	165,181.04	171,495.21	178,049.81	184,856.23
11	Community Development Director	127,972.69	132,864.02	137,942.93	143,216.66	148,690.40	154,374.50	160,275.19	166,401.80	172,762.61
11	Police Captain	127,972.69	132,864.02	137,942.93	143,216.66	148,690.40	154,374.50	160,275.19	166,401.80	172,762.61
11	Deputy Fire Chief	127,972.69	132,864.02	137,942.93	143,216.66	148,690.40	154,374.50	160,275.19	166,401.80	172,762.61
11	Deputy Parks & Public Works Director	127,972.69	132,864.02	137,942.93	143,216.66	148,690.40	154,374.50	160,275.19	166,401.80	172,762.61
10	Deputy Finance Director	109,602.20	113,790.92	118,141.31	122,657.50	127,345.73	132,213.23	137,267.26	142,514.05	147,962.91
10	Budget Manager	109,602.20	113,790.92	118,141.31	122,657.50	127,345.73	132,213.23	137,267.26	142,514.05	147,962.91
10	Information Technology Manager <sup>1</sup>	109,602.20	113,790.92	118,141.31	122,657.50	127,345.73	132,213.23	137,267.26	142,514.05	147,962.91
10	Human Resources Manager	109,602.20	113,790.92	118,141.31	122,657.50	127,345.73	132,213.23	137,267.26	142,514.05	147,962.91
10	City Clerk	109,602.20	113,790.92	118,141.31	122,657.50	127,345.73	132,213.23	137,267.26	142,514.05	147,962.91
9	CIP Project Manager	101,955.34	105,852.86	109,898.58	114,099.74	118,461.53	122,989.12	127,690.81	132,571.79	137,639.29
9	Mental Health Professional & Community Co-Responder (L2) <sup>2</sup>	101,955.34	105,852.86	109,898.58	114,099.74	118,461.53	122,989.12	127,690.81	132,571.79	137,639.29
8	Building Official	94,842.18	98,468.19	102,232.03	106,139.92	110,197.03	114,409.59	118,782.78	123,322.81	128,036.94
8	Communications Coordinator	94,842.18	98,468.19	102,232.03	106,139.92	110,197.03	114,409.59	118,782.78	123,322.81	128,036.94
7	Management Analyst <sup>1</sup>	88,225.40	91,597.52	95,099.18	98,734.52	102,508.72	106,426.97	110,495.49	114,718.41	119,105.07
6	Budget Analyst <sup>1</sup>	82,070.81	85,207.69	88,464.79	91,846.23	95,357.22	99,001.88	102,786.45	106,716.10	110,794.98
6	Human Resources Analyst	82,070.81	85,207.69	88,464.79	91,846.23	95,357.22	99,001.88	102,786.45	106,716.10	110,794.98
6	Project Specialist	82,070.81	85,207.69	88,464.79	91,846.23	95,357.22	99,001.88	102,786.45	106,716.10	110,794.98
6	Mental Health Professional & Community Co-Responder (L1) <sup>1</sup>	82,070.81	85,207.69	88,464.79	91,846.23	95,357.22	99,001.88	102,786.45	106,716.10	110,794.98
6	Community Liaison	82,070.81	85,207.69	88,464.79	91,846.23	95,357.22	99,001.88	102,786.45	106,716.10	110,794.98
5	Deputy City Clerk/Legal Assistant	76,344.22	79,262.44	82,292.58	85,437.75	88,704.17	92,094.94	95,615.26	99,270.29	103,064.18

**Retention Pay System**

All employees will receive retention pay in addition to their salaries as follows:

Service Time	% of Salary
0-3 Years of Service	0%
4-5 Years of Service	1%
6-10 Years of Service	2%
11-15 Years of Service	4%
16+ Years of Service	5%

Note: Each step includes a 3.82% increase over the previous step.

<sup>1</sup> These positions are currently vacant.

<sup>2</sup> The L2 position represents increasing responsibility and would allow for career development. There is no current plan to add a second Mental Health Professional at the L1 level.