



FINANCE & ADMINISTRATION COMMITTEE & COMMITTEE OF THE WHOLE HYBRID MEETING

Tuesday, May 07, 2024, at 6:00 PM

Snoqualmie City Hall, 38624 SE River Street & Zoom

COMMITTEE MEMBERS

Chair: Bryan Holloway

Councilmembers: Jolyon Johnson and Cara Christensen

This meeting will be conducted in person and remotely using teleconferencing technology provided by Zoom.

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CALL TO ORDER & ROLL CALL

AGENDA APPROVAL

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

MINUTES

1. Approval of the minutes dated April 16, 2024.

APPROVAL OF WARRANTS / CLAIMS

2. Consideration of Claims Report dated May 13, 2024.

AGENDA BILLS

DISCUSSION

3. Review Proposed Update to the Financial Policies
4. North Bend Police Services Contract Discussion
5. Work Session to Discuss Council Open House
6. Introduction of the Mayor's Proposed 2025-2030 CIP ("Non-Utilities")

7. Upcoming Agenda Items (Informational Only):

- a. Review of Council Rules of Procedure
- b. Adopting the Square Footage Tax
- c. North Bend Memorandum of Understanding (Behavioral Health Specialist)
- d. Fee for Services Agreement
- e. Council Chambers Audio and Video Upgrade
- f. Staffing Plan Amendment

CITY COUNCIL AGENDA REVIEW

- [8.](#) Review Draft City Council Agenda dated May 13, 2024.

ADJOURNMENT



FINANCE & ADMINISTRATION COUNCIL COMMITTEE & COMMITTEE OF THE WHOLE HYBRID MEETING MINUTES APRIL 16, 2024

This meeting was conducted in person and remotely using teleconferencing technology provided by Zoom.

CALL TO ORDER

Chair Bryan Holloway called the meeting to order at 6:05 pm.

Committee Members: Councilmembers Bryan Holloway and Cara Christensen.

It was moved to excuse CM Johnson which was approved.

Mayor Katherine Ross and Councilmember Ethan Benson were also present.

City Staff:

Michael Chambless, City Administrator; Deana Dean, City Clerk; Fletcher Lacroix, IT Director; Drew Bouta, Finance Director; Janna Walker, Budget Manager; Jen Hughes, Budget Analyst; Michael Liebetrau, Police Evidence and Records Technician; Tami Wood, Revenue Manager; and Jimmie Betts, IT Support.

AGENDA APPROVAL: The agenda was approved as presented.

PUBLIC COMMENTS – There were no public comments.

MINUTES

1. The minutes from the April 2, 2024, meeting were approved as presented.

APPROVAL OF WARRANTS / CLAIMS

2. The claims report dated April 22, 2024, was approved to move forward at the April 22, 2024, City Council meeting on the consent agenda.

AGENDA BILLS

3. **AB24-050:** Appointing Persons to Committees to Prepare Arguments Advocating the Approval and Rejection of Proposition No. 1 Public Safety Sales Tax at an Election to be Held on August 6, 2024. Finance Director Drew Bouta spoke to this item. Committee questions and comments followed. Application deadline is Sunday April 21, 2024.
4. **AB24-051:** 2025-2026 Biennial Budget Development Calendar. Drew Bouta spoke to this item. Committee comments included having CIP Non-Utilities on both Parks & Public Works Committee as well as the Finance & Administration Committee.

DISCUSSION

5. Prop No. 1 Explanatory Statement. Drew Bouta spoke to this item and the draft statement was reviewed with Committee. Next steps include legal review and then submittal to King County Elections by the May 7, 2024, deadline. Committee requested this be sent to Council via email and request feedback.
6. Review and Update of Financial Policies. Drew Bouta provided an introduction of this topic via PowerPoint presentation. Discussion followed.
7. ERP Project Status Update. Drew Bouta provided an update via PowerPoint presentation. Committee questions and comments followed.
8. Review of Council Rules of Procedure. The original Rules to be sent out to Council for review and feedback. Rules 1-3 to be reviewed at the May 7, 2024, F&A Committee meeting along with the section regarding public comments.
9. Council Open House/Town Hall. This item is continued to the May 7, 2024, F&A Committee meeting for a work session to discuss structuring the open house.
10. Upcoming Agenda Items. Informational Only.

CITY COUNCIL MEETING AGENDA REVIEW:

11. Review Draft City Council Agenda dated April 22, 2024. The agenda was approved as amended.

ADD-ON: Finance Director Drew Bouta spoke to the proposal to contract with Clark Nuber. Committee questions and comments followed. Committee requested further discussion, possible Executive Session, at the next F&A Committee meeting.

ADJOURNMENT - The meeting was adjourned at 7:11 pm.

Minutes taken by Deana Dean, City Clerk.

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

Minutes approved at the _____, 2024, Finance & Administration Committee Meeting.



Jerry Knutsen, Financial Service Manager
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To: City Council
Finance & Administration Committee

From: Jerry Knutsen, Financial Services Manager

Date: May 13, 2024

Subject: CLAIMS REPORT
Approval of payments for the period: April 9, 2024, through April 26, 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		Amount	ACH		CLAIMS TOTAL
		From #	Thru #		Qty	Amount	
86	4/11/2024	81546	81648	\$ 1,076,537.62			1,076,537.62
87	4/18/2024	81649	81655	\$ 3,130.46			3,130.46
88	4/25/2024	62443	62447	\$ 1,116.62			1,116.62
89	4/25/2024	81656	81776	\$ 2,262,800.42			2,262,800.42
Grand Total							3,343,585.12

MISCELLANEOUS DISBURSEMENTS				
Date	Description	ACH Amount	Wire Amount	MISC TOTAL
4/9/2024	Navia - 2024 FSA Plan Reimbursements	\$ 29.59		\$ 29.59
4/9/2024	Navia - 2024 HRA Plan Reimbursements	\$ 6,628.41		\$ 6,628.41
4/16/2024	Navia - 2024 FSA Plan Reimbursements	\$ 486.84		\$ 486.84
4/16/2024	Navia - 2024 HRA Plan Reimbursements	\$ 7,132.23		\$ 7,132.23
4/23/2024	Navia - 2024 HRA Plan Reimbursements	\$ 7,788.39		\$ 7,788.39
4/26/2024	Dept. of Revenue - Quarterly Leashold Excise Tax	\$ 3,798.91		\$ 3,798.91
4/26/2024	Dept. of Revenue - Monthly Excise Tax	\$ 43,603.62		\$ 43,603.62
Grand Total				69,467.99

PAYROLL (including Payroll Benefits)							
Batch ID	Date	Warrants		Amount	ACH		PAYROLL TOTAL
		From #	Thru #		Qty	Amount	
P4-22-24	4/22/2024				105	\$ 352,116.06	352,116.06
P2-22-24 #2	4/22/2024				11	\$ 4,742.51	4,742.51
PV4-22-24	4/22/2024	62437	62442	\$ 5,241.63	12	\$ 259,838.85	265,080.48
Grand Total							621,939.05

Total **4,034,992.16**

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.

Jerry Knutsen

Apr 30, 2024

Jerry Knutsen, Financial Operations Manager/Auditing Officer

Date

FINANCE & ADMINISTRATION COMMITTEE RECOMMENDATION: Approve / Not Approve

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$1,076,537.62

For claims warrants numbered 81546 through 81648 & dated 4/11/2024

VENDOR NAME	ACCOUNT	ACCOUNT DESC	YEAR	PERIOD	TYPE	STATUS	AMOUNT	CHECK NO	INVOICE	#86	FULL DESC	INVOICE DATE	CHECK DATE
ACI 1	501.23.051.54868.548000.	Repair & Maintenance Services	2024	3	INV	Paid	8,621.14	81546	12149		#501 accident repair 10/23 - Stolen vehicle	3/19/2024	4/11/2024
ALLPURP	001.12.028.57680.548000.	Repair & Maintenance Services	2024	3	INV	Paid	3,556.66	81547	30207		Material & Labor (New key Cylinders)	2/22/2024	4/11/2024
ALLPURP	510.24.053.51820.548000.	Repair & Maintenance Services	2024	3	INV	Paid	468.27	81547	30218		Computer Server Room door realign shim to close	2/28/2024	4/11/2024
AM TEST	402.20.040.53585.541000.	Professional Svcs - General	2024	4	INV	Paid	1,000.00	81548	138678		Lab- Third Party Testing	2/29/2024	4/11/2024
AMZONCAP	001.14.031.55860.531000.	Office Supplies	2024	4	INV	Paid	76.22	81549	1DPW-DGP1-MRNW		Office Supplies- Keurig Machine	3/16/2024	4/11/2024
AMZONCAP	001.16.019.54290.531820.	Info Tech Components	2024	4	INV	Paid	39.00	81549	1C3F-YTKI-HQ79		Info Tech Components-PW-A. Hilton cellph. case	3/7/2024	4/11/2024
Anna Meehan	001.09.016.52220.541000.	Professional Svcs - General	2024	4	INV	Paid	21.00	81550	Re A. Meehan		Zipper replacement	3/21/2024	4/11/2024
ASPECT	001.14.032.55860.541080.	Environmental Services	2024	4	INV	Paid	3,293.50	81551	541595		Landslide Hazard Area Tree Removal Mitigation	1/17/2024	4/11/2024
ASPECT	417.13.423.59434.541070.	Studies & Inspections	2024	4	INV	Paid	26,795.00	81551	551026		ASR Analysis & Feasibly Study- svcs end 2/25/24	3/12/2024	4/11/2024
ASPECT	417.13.423.59434.541070.	Studies & Inspections	2024	4	INV	Paid	23,035.00	81551	54171		ASR Analysis & Feasab. Study- ending 11/30/23	12/29/2023	4/11/2024
BAINA	402.20.040.53580.548000.	Repair & Maintenance Services	2024	4	INV	Paid	1,413.10	81552	1099		WRF R&M, March service on Sensors	3/1/2024	4/11/2024
BDA	310.12.609.59476.541098.	All-Incl Playgrnd - Design	2024	3	INV	Paid	1,020.00	81553	6714		Centennial Fields Design Services	2/5/2024	4/11/2024
BDA	310.12.609.59476.541098.	All-Incl Playgrnd - Design	2024	3	INV	Paid	2,040.00	81553	6725		Centennial Fields design services	3/1/2024	4/11/2024
BERGER	310.12.605.59476.541076.	Riverwalk Phase I - Design	2024	3	INV	Paid	15,568.00	81554	36426		Riverwalk NW of Sandy cove design/engineering	2/14/2024	4/11/2024
CARLSONC	310.12.601.59476.563014.	Trails Replace - Construction	2024	3	INV	Paid	21,780.00	81555	33410		Meadowbrook boardwalk repairs	3/18/2024	4/11/2024
CARLSONC	310.12.601.59476.563014.	Trails Replace - Construction	2024	3	INV	Paid	6,316.20	81555	33411		Meadowbrook boardwalk repairs	3/18/2024	4/11/2024
CENLINK	502.11.020.51888.542000.	Telephone Service	2024	3	INV	Paid	1,387.36	81556	300575004 2/24		Snoqualmie PD land lines	2/20/2024	4/11/2024
Christopher Werre	001.08.009.52121.531910.	Operating Supplies	2024	3	INV	Paid	41.50	81557	RE C. Werre 3/24		PD Ford Focus - Fuel	2/15/2024	4/11/2024
CINTAS	001.13.000.51810.531080.	First Aid Cabinet Supplies	2024	3	INV	Paid	1,382.41	81558	5201762354		First aid cabinets, city hall, PD, PW	3/13/2024	4/11/2024
Cities Digital Inc	001.05.005.51420.541000.	Professional Svcs - General	2024	3	INV	Paid	8,058.60	81559	59585		Prof. Svc hours for Laserfiche implementation	3/12/2024	4/11/2024
CL	310.12.601.59476.563014.	Trails Replace - Construction	2024	3	INV	Paid	894.60	81560	1999845		Supplies for Comm Park boardwalk repair	2/6/2024	4/11/2024
CL	310.12.601.59476.563014.	Trails Replace - Construction	2024	3	INV	Paid	8.71	81560	2000068		Post cap for Comm bog platform	2/7/2024	4/11/2024
CL	310.12.601.59476.563014.	Trails Replace - Construction	2024	3	INV	Paid	104.51	81560	2000313		Post caps for Comm bog platform	2/8/2024	4/11/2024
CL	403.22.030.53190.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	387.08	81560	2000365		Carpentry supplies	2/8/2024	4/11/2024
CLARKTOW	001.08.009.52122.541000.	Professional Svcs - General	2024	3	INV	Paid	354.25	81561	23-1016-938		Prof Svcs-General -evidence impound	10/16/2023	4/11/2024
CLARKTOW	001.08.009.52122.541000.	Professional Svcs - General	2024	3	INV	Paid	354.25	81561	23-1216-1763 #2		Ops/Prof svcs.- remaining balance- evid impound	12/16/2023	4/11/2024
CLARKTOW	014.08.012.52122.541000.	Professional Svcs - General	2024	3	INV	Paid	354.25	81561	23-1020-1016		Prof. Svcs-General evidence impound	10/20/2023	4/11/2024
CO	001.02.002.51160.531000.	Office Supplies	2024	3	INV	Paid	26.93	81562	2270445-0		Coffee pods for council	3/13/2024	4/11/2024
CO	001.06.007.51423.531000.	Office Supplies	2024	3	INV	Paid	369.29	81562	2276841-0		Office Supplies	3/27/2024	4/11/2024
CO	001.14.031.55860.531000.	Office Supplies	2024	4	INV	Paid	53.86	81562	2274733-0		coffee pods for downstairs breakroom	3/15/2024	4/11/2024
COB	502.11.027.51888.549900.	ePlan Fees (eCityGov)	2024	3	INV	Paid	4,718.07	81563	48690		Q1 2024 MBP Subscription	2/29/2024	4/11/2024
COMP PD	001.08.009.52122.531000.	Office Supplies	2024	3	INV	Paid	303.32	81564	2265718-0		Snoq PD/Ops/Office Supplies	1/31/2024	4/11/2024
COMP PD	001.08.009.52122.531000.	Office Supplies	2024	3	INV	Paid	227.02	81564	2266987-0		Office Supplies/Custodial	2/6/2024	4/11/2024
COMP PD	001.08.009.52122.531000.	Office Supplies	2024	3	INV	Paid	40.25	81564	2270843-0		Snoq PD/Ops/Office Supplies	2/27/2024	4/11/2024
COMP PD	001.08.009.52122.531000.	Office Supplies	2024	3	INV	Paid	56.48	81564	2270843-1		Snoq PD/Ops/Office Supplies	2/28/2024	4/11/2024
COMP PD	510.24.053.51820.531340.	Custodial & Cleaning Supplies	2024	3	INV	Paid	214.59	81564	2266987-0		Office Supplies/Custodial	2/6/2024	4/11/2024
CONCEN	001.09.014.52220.541000.	Professional Svcs - General	2024	3	INV	Paid	102.00	81565	82326889		OSHA RESP QUEST	2/21/2024	4/11/2024
Control Systems	417.13.454.59435.563000.	WRF Improve Construction	2024	4	INV	Paid	545,593.87	81566	1543		WRF Imprv Constr.-MCC elec gear, delivery, inspect	3/20/2024	4/11/2024
CORPPAY	001.07.008.55720.543000.	Training & Travel	2024	4	INV	Paid	490.05	81567	3/24 DM		City Credit card	3/23/2024	4/11/2024
CORPPAY	001.07.008.55720.549200.	Dues-Subscriptions-Memberships	2024	4	INV	Paid	91.47	81567	3/24 DM		City Credit card	3/23/2024	4/11/2024
CORPPAY	001.07.101.55721.531910.	Operating Supplies	2024	4	INV	Paid	330.29	81567	3/24 DM		City Credit card	3/23/2024	4/11/2024
CORPPAY	001.01.001.51310.543000.	Training & Travel	2024	4	INV	Paid	186.76	81567	3/24 KR		City Credit card	3/23/2024	4/11/2024
CORPPAY	001.01.001.51310.549100.	City-Sponsored Expenses	2024	4	INV	Paid	256.14	81567	3/24 KR		City Credit card	3/23/2024	4/11/2024
CORPPAY	001.01.001.51310.549100.	City-Sponsored Expenses	2024	4	INV	Paid	114.12	81567	3/24 DM		City Credit card	3/23/2024	4/11/2024
CORPPAY	001.09.014.52210.531000.	Office Supplies	2024	4	INV	Paid	53.68	81567	3/24 MB		City Credit card	3/23/2024	4/11/2024
CORPPAY	001.09.014.52210.549200.	Dues-Subscriptions-Memberships	2024	4	INV	Paid	310.50	81567	3/24 MB		City Credit card	3/23/2024	4/11/2024
CORPPAY	001.09.014.52220.531910.	Operating Supplies	2024	4	INV	Paid	328.72	81567	3/24 MB		City Credit card	3/23/2024	4/11/2024
CORPPAY	001.09.014.52245.543000.	Training & Travel	2024	4	INV	Paid	124.71	81567	3/24 MB		City Credit card	3/23/2024	4/11/2024
CORPPAY	001.08.009.52110.549200.	Dues-Subscriptions-Memberships	2024	4	INV	Paid	50.00	81567	3/24 BL		City Credit Card	3/23/2024	4/11/2024
CORPPAY	001.08.009.52122.531000.	Office Supplies	2024	4	INV	Paid	92.57	81567	3/24 BL		City Credit Card	3/23/2024	4/11/2024
CORPPAY	001.08.009.52122.531820.	Info Tech Components	2024	4	INV	Paid	116.70	81567	3/24 BL		City Credit Card	3/23/2024	4/11/2024
CORPPAY	001.08.009.52122.531910.	Operating Supplies	2024	4	INV	Paid	520.46	81567	3/24 BL		City Credit Card	3/23/2024	4/11/2024
CORPPAY	001.08.009.52122.549300.	Printing	2024	4	INV	Paid	517.55	81567	3/24 BL		City Credit Card	3/23/2024	4/11/2024
CORPPAY	001.08.009.52131.543000.	Training & Travel	2024	4	INV	Paid	500.00	81567	3/24 BL		City Credit Card	3/23/2024	4/11/2024
CORPPAY	014.08.012.52122.531000.	Office Supplies	2024	4	INV	Paid	119.89	81567	3/24 BL		City Credit Card	3/23/2024	4/11/2024
CORPPAY	310.13.702.59418.541000.	Community Ctr - Prof'l Svcs	2024	4	INV	Paid	19.51	81567	3/24 DM		City Credit card	3/23/2024	4/11/2024
CORPPAY	502.11.020.51888.541030.	Info Tech Services	2024	4	INV	Paid	19.95	81567	3/24 IT		City Credit Card	3/23/2024	4/11/2024
CORPPAY	502.11.020.51888.541030.	Info Tech Services	2024	4	INV	Paid	844.93	81567	3/24 Info Tech		City Credit Card	3/23/2024	4/11/2024

COS	001.09.014.52250.547300.	Water - Sewer - Stormwater	2024	4	INV	Paid	855.43	81568	UB 3/24	City of Snoqualmie Utility Bills	4/8/2024	4/11/2024
COS	001.13.000.51820.547300.	Water - Sewer - Stormwater	2024	4	INV	Paid	194.02	81568	UB 3/24	City of Snoqualmie Utility Bills	4/8/2024	4/11/2024
COS	001.12.028.57680.547300.	Water - Sewer - Stormwater	2024	4	INV	Paid	12,038.73	81568	UB 3/24	City of Snoqualmie Utility Bills	4/8/2024	4/11/2024
COS	001.08.009.52150.547300.	Water - Sewer - Stormwater	2024	4	INV	Paid	962.27	81568	UB 3/24	City of Snoqualmie Utility Bills	4/8/2024	4/11/2024
COS	001.16.035.54230.547300.	Water - Sewer - Stormwater	2024	4	INV	Paid	1,649.41	81568	UB 3/24	City of Snoqualmie Utility Bills	4/8/2024	4/11/2024
COS	001.16.035.54270.547300.	Water - Sewer - Stormwater	2024	4	INV	Paid	195.35	81568	UB 3/24	City of Snoqualmie Utility Bills	4/8/2024	4/11/2024
COS	401.18.037.53481.547300.	Water - Sewer - Stormwater	2024	4	INV	Paid	886.16	81568	UB 3/24	City of Snoqualmie Utility Bills	4/8/2024	4/11/2024
COS	401.19.039.53935.547300.	Water - Sewer - Stormwater	2024	4	INV	Paid	250.07	81568	UB 3/24	City of Snoqualmie Utility Bills	4/8/2024	4/11/2024
COS	402.20.040.53580.547300.	Water - Sewer - Stormwater	2024	4	INV	Paid	7,015.84	81568	UB 3/24	City of Snoqualmie Utility Bills	4/8/2024	4/11/2024
COS	403.22.050.53130.547300.	Water - Sewer - Stormwater	2024	4	INV	Paid	965.03	81568	UB 3/24	City of Snoqualmie Utility Bills	4/8/2024	4/11/2024
COS	510.24.053.51820.547300.	Water - Sewer - Stormwater	2024	4	INV	Paid	6,457.20	81568	UB 3/24	City of Snoqualmie Utility Bills	4/8/2024	4/11/2024
COS BD	310.13.702.59418.541060.	Community Ctr. - Design	2024	3	INV	Paid	107,791.58	81569	COM2024-004	Plan review fee for Comm Ctr expansion	3/18/2024	4/11/2024
CRIMINAL	001.08.009.52140.543000.	Training & Travel	2024	3	INV	Paid	4,947.00	81570	201139203	Basic law enforcement academy	3/5/2024	4/11/2024
CRIMINAL	014.08.012.52140.543000.	Training & Travel	2024	3	INV	Paid	4,947.00	81570	201139203	Basic law enforcement academy	3/5/2024	4/11/2024
Deana Dean	001.05.005.51420.543000.	Training & Travel	2024	3	INV	Paid	223.12	81571	RE D. Dean 3/24	WCMA Conference per diem and mileage	3/18/2024	4/11/2024
Department of Enterp	001.14.031.55860.543000.	Training & Travel	2024	4	INV	Paid	262.00	81572	711453398	Trng & Trvl- Coach Skills Training-Emily Artech	3/1/2024	4/11/2024
DOE2	402.20.019.53510.548270.	License & Permit Fees	2024	4	INV	Paid	3,306.09	81573	2024-ba0022403	Sewer Admin- Biosolids permit fees	3/18/2024	4/11/2024
DOOLEY	001.08.009.52150.531310.	Gun Range Supplies	2024	3	INV	Paid	11,174.89	81574	67438	9mm training ammunition - 40,000 rounds	3/4/2024	4/11/2024
EATON	402.20.040.53580.548000.	Repair & Maintenance Services	2024	4	INV	Paid	20,239.95	81575	95171049	WFR R&M-Annual service and support UPS System UV	2/22/2024	4/11/2024
EF	501.23.051.54868.531301.	Repair Parts	2024	3	INV	Paid	918.36	81576	5202982	Replacement brake parts #233 pickup	3/19/2024	4/11/2024
EF	501.23.051.54868.548000.	Repair & Maintenance Services	2024	3	INV	Paid	2,687.55	81576	6293520	starter & ring gear not meshing when starting #234	3/15/2024	4/11/2024
FCI	501.23.051.54868.548000.	Repair & Maintenance Services	2024	3	INV	Paid	283.40	81577	18151	Repair opticom strobe #123 PD SUV	3/15/2024	4/11/2024
FEC	402.20.040.53585.542300.	Postage & Freight	2024	4	INV	Paid	298.46	81578	8-425-38183	Postage to San Diego Lab	3/1/2024	4/11/2024
FIRSTAM	310.13.702.59418.541060.	Community Ctr. - Design	2024	4	INV	Paid	826.88	81579	1598-1598126558	Title Report Fee for Community Center Parcel	3/1/2024	4/11/2024
FORTERRA	403.22.030.53190.541000.	Professional Svcs - General	2024	3	INV	Paid	111.91	81580	GC1796	CEDAR restoration tracking system fee	2/12/2024	4/11/2024
GALLSLIC	001.09.014.52220.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	223.24	81581	027220881	Extraction Suit	2/28/2024	4/11/2024
GALLSLIC	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	644.63	81581	026995565	Snoq PD/Ops/Uniforms & Protective Gear	2/5/2024	4/11/2024
GENDIGIT	001.06.075.51810.549200.	Dues-Subscriptions-Memberships	2024	3	INV	Paid	149.27	81582	COS0027	Norton Lifelock for 16 employees for 3/24	3/15/2024	4/11/2024
GIRARD	403.22.050.53130.548000.	Repair & Maintenance Services	2024	3	INV	Paid	685.00	81583	9128557	Tipping fee for debris from storm pond access road	3/12/2024	4/11/2024
GIRARD	403.22.030.53190.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	441.05	81583	9128089	Arborist chips for FEMA lot restoration	2/20/2024	4/11/2024
GIRARD	403.22.030.53190.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	57.72	81583	9128090	Soil for planter strip repair	2/20/2024	4/11/2024
GIRARD	403.22.030.53190.548000.	Repair & Maintenance Services	2024	3	INV	Paid	87.00	81583	9128220	Brush disposal	2/22/2024	4/11/2024
GRAINGER	402.20.045.53565.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	58.46	81584	9034500216	Contact for panel repair	2/27/2024	4/11/2024
GRAINGER	510.24.053.51820.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	193.34	81584	9034766676	Stairwell safety barriers - working overhead warn	2/27/2024	4/11/2024
Graybar	402.20.045.53565.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	156.82	81585	9335970769	Pump Stations R&M contractors for Ps 2	2/13/2024	4/11/2024
Graybar	402.20.045.53565.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	68.88	81585	9336105691	Pump Stations R&M contractor for pum operation PS2	2/22/2024	4/11/2024
GSI	403.22.050.53130.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	1,268.22	81586	752586	Stormpond fence repair panels	2/28/2024	4/11/2024
Gunarama Wholesale,	001.08.009.52150.535400.	Police Firearms & Weapons	2024	3	INV	Paid	967.03	81587	1243626	Glock Gen-5 G47 9mm (2)	1/12/2024	4/11/2024
HCI	402.20.040.53585.531510.	Laboratory Supplies	2024	4	INV	Paid	550.38	81588	13938950	Lab supplies- lab pitcher	2/28/2024	4/11/2024
HDF	403.22.050.53130.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	994.58	81589	16615502	Pipe & repair coupling for stormline	2/2/2024	4/11/2024
HDF	403.22.050.53130.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	30.10	81589	16615531	Clamps for repair band	2/2/2024	4/11/2024
HDF	403.22.050.53130.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	905.32	81589	16628155	Repair coupling for stormline	2/21/2024	4/11/2024
HDFACIL	510.24.053.51820.531300.	License & Maint Fees	2024	3	INV	Paid	19.43	81590	9223728487	Shower pan parts for locker shower at PD	3/1/2024	4/11/2024
HMALLC	417.13.406.59431.548270.	License & Permit Fees	2024	4	INV	Paid	480.83	81591	HMA-10724	Soil inspection for permitting	11/7/2023	4/11/2024
JENKINSP	402.20.040.53555.548000.	Repair & Maintenance Services	2024	4	INV	Paid	1,225.50	81592	28931	R&M; biosolids; clean digester vent	2/20/2024	4/11/2024
JENKINSP	402.20.045.53565.548000.	Repair & Maintenance Services	2024	4	INV	Paid	3,663.75	81592	23795	R&M pump stations- clean wet wells at 5 stations	2/22/2024	4/11/2024
JENKINSP	403.22.050.53135.548000.	Repair & Maintenance Services	2024	3	INV	Paid	3,120.78	81592	28975	Storm line & vault cleaning	1/31/2024	4/11/2024
KC 710	502.11.020.51888.542200.	INET Internet Network Services	2024	3	INV	Paid	1,023.00	81593	11014419	KCIT INET Sno PD/City/Hall service & tech support	2/29/2024	4/11/2024
Kimley-Horn	001.12.028.57680.541000.	Professional Svcs - General	2024	3	INV	Paid	2,188.00	81594	27149411	Parks, recreation and open space plan	1/31/2024	4/11/2024
LAI	001.09.014.52220.531912.	EMS Supplies & Equipment	2024	3	INV	Paid	169.47	81595	1415517	face mask, tweezers, aspirin, GRAHAM mega mover	3/13/2024	4/11/2024
LDC	001.14.031.55860.541000.	Professional Svcs - General	2024	4	INV	Paid	3,710.25	81596	33779	Prof svcs. Snoqualmie Middle Housing Project	2/13/2024	4/11/2024
LDC	001.14.031.55860.541000.	Professional Svcs - General	2024	4	INV	Paid	6,329.53	81596	33782	Prof svcs; Snoqualmie Comp Plan Update	2/13/2024	4/11/2024
LNCS	001.08.009.52121.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	499.00	81597	INV786832	Snoq PD/Ops/Uniforms & Protective Gear	1/29/2024	4/11/2024
LNCS	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	287.65	81597	INV770044	Uniforms & Protective Gear Snoq/NBend	12/4/2023	4/11/2024
LNCS	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	5.88	81597	INV770209	Snoq/NBend Ops/Uniforms & protective Gear	12/4/2023	4/11/2024
LNCS	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	1,015.85	81597	INV773887	Rasmussen, uniforms & protective gear	12/14/2023	4/11/2024
LNCS	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	178.60	81597	INV774884	Rasmussen- Stryke pants(2)	12/18/2023	4/11/2024
LNCS	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	142.56	81597	INV777305	Snoq PD/Ops/Uniforms & Protective Gear	12/26/2023	4/11/2024
LNCS	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	50.09	81597	INV777317	Snoq PD/Ops/Uniforms & Protective Gear	12/26/2023	4/11/2024
LNCS	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	151.55	81597	INV778555	Snoq/NBend PD- Ops/Uniforms & Protective Gear	12/29/2023	4/11/2024
LNCS	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	146.78	81597	INV779193	Snoq PD Ops/Uniforms & Protective Gear	12/29/2023	4/11/2024
LNCS	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	35.28	81597	INV779227	Snoq PD/ Ops/Uniforms & Protective Gear	12/29/2023	4/11/2024

LNC5	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	89.30	81597 INV786729	Snoq PD/ Ops/Uniforms & Protective Gear	1/29/2024	4/11/2024
LNC5	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	1,865.46	81597 INV790568	Snoq PD/Ops/Uniforms & Protective Gear	2/8/2024	4/11/2024
LNC5	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	48.69	81597 INV790628	Snoq PD/Ops/Uniforms & Protective Gear	2/8/2024	4/11/2024
LNC5	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	56.74	81597 INV790676	Snoq PD/Ops/Uniforms & Protective Gear	2/8/2024	4/11/2024
LNC5	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	138.05	81597 INV796732	Snoq PD/Ops/Uniforms & Protective Gear	2/28/2024	4/11/2024
LNC5	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	3	CRM	Paid	-119.78	81597 CM40933	credit ref INV796732- Natkha-pants	1/31/2024	4/11/2024
LNC5	001.08.009.52122.531910.	Operating Supplies	2024	3	INV	Paid	124.17	81597 INV787970	blue Taser 7 dummy guns (2)	1/31/2024	4/11/2024
LNC5	014.08.012.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	191.76	81597 INV770044	Uniforms & Protective Gear Snoq/NBend	12/4/2023	4/11/2024
LNC5	014.08.012.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	29.40	81597 INV770209	Snoq/NBend Ops/Uniforms & protective Gear	12/4/2023	4/11/2024
LNC5	014.08.012.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	493.83	81597 INV777301	NB PD/Ops/Uniforms & Protective Gear	12/26/2023	4/11/2024
LNC5	014.08.012.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	159.29	81597 INV777319	NB PD/Ops/Uniforms & Protective Gear	12/26/2023	4/11/2024
LNC5	014.08.012.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	101.04	81597 INV778555	Snoq/NBend PD- Ops/Uniforms & Protective Gear	12/29/2023	4/11/2024
LNC5	014.08.012.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	48.87	81597 INV779148	NB PD- Ops/Uniforms & Protective Gear	12/29/2023	4/11/2024
LNC5	014.08.012.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	1,865.46	81597 INV787664	NB PD/Ops/Uniforms & Protective Gear	1/31/2024	4/11/2024
LNC5	014.08.012.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	107.72	81597 INV787756	NB PD/Ops/Uniforms & protective Gear	1/31/2024	4/11/2024
LNC5	014.08.012.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	140.69	81597 INV791557	NV PD/Ops/Uniforms & Protective Gear	2/12/2024	4/11/2024
LNC5	014.08.012.52122.531050.	Uniforms & Protective Gear	2024	3	INV	Paid	1,532.22	81597 INV796598	NV PD/Ops/Uniforms & Protective Gear	2/28/2024	4/11/2024
LNC5	014.08.012.52122.531050.	Uniforms & Protective Gear	2024	3	CRM	Paid	-62.06	81597 CM40627	credit ref INV796598	1/11/2024	4/11/2024
LJLM	001.13.117.51541.541110.	Public Prosecutor Services	2024	3	INV	Paid	6,000.00	81598 Feb. 2024	Snoqualmie Prosecutor - Feb 2024	2/1/2024	4/11/2024
LOUDEGEE	001.08.009.52110.541000.	Professional Svcs - General	2024	3	INV	Paid	1,400.00	81599 COS-012924-A	Officer photo retouching (14)	1/29/2024	4/11/2024
LST	501.23.051.54868.531400.	Tires	2024	3	INV	Paid	152.56	81600 36300681451	Tires- Dismount, mount, disposal, 4 tires for #104	2/3/2024	4/11/2024
LST	501.23.051.54868.531400.	Tires	2024	4	INV	Paid	152.56	81600 36300687288	4 tire, spin balance, dispose #110 PD SUV	3/21/2024	4/11/2024
Marine Lumber	403.22.030.53190.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	2,043.99	81601 16249	Pressure treated lumber for trail edge shoring	3/21/2024	4/11/2024
MATZKEN	001.08.009.52110.541000.	Professional Svcs - General	2024	4	INV	Paid	250.00	81602 32124	polygraph examination-C. Watkins	3/11/2024	4/11/2024
MCMMASTER	402.20.040.53580.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	123.75	81603 22795204	WRF R&M; headworn panel	2/27/2024	4/11/2024
MONROECC	403.22.050.53145.548000.	Repair & Maintenance Services	2024	3	INV	Paid	484.73	81604 MCC2401.0012	Storm pond fence repair, storm clean up	2/15/2024	4/11/2024
MP	001.28.065.57390.549300.	Printing	2024	3	INV	Paid	2,452.18	81605 92388	Egg hunt and save the date utility inserts	3/5/2024	4/11/2024
MP	001.28.065.57390.549300.	Printing	2024	3	INV	Paid	220.52	81605 92450	Egg hunts AM/PM signs	3/18/2024	4/11/2024
MP	001.08.009.52122.549300.	Printing	2024	3	INV	Paid	465.22	81605 92445	Notice of Trespass forms	3/18/2024	4/11/2024
MP	401.18.037.53481.549300.	Printing	2024	4	INV	Paid	14.52	81605 91813	Printing- 250 business cards-Dylan Gamble	11/22/2023	4/11/2024
MP	402.20.019.53510.549300.	Printing	2024	4	INV	Paid	14.52	81605 91813	Printing- 250 business cards-Dylan Gamble	11/22/2023	4/11/2024
MP	403.22.019.53110.549300.	Printing	2024	4	INV	Paid	14.52	81605 91813	Printing- 250 business cards-Dylan Gamble	11/22/2023	4/11/2024
NATLBARI	001.08.009.52122.541000.	Professional Svcs - General	2024	3	INV	Paid	352.38	81606 651325	Light towers w/delivery & fuel charges - SVH	12/23/2021	4/11/2024
NB AUTOG	403.22.050.53130.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	89.14	81607 021975	Flashlight for catchbasin/vault inspection	3/6/2024	4/11/2024
NB CHEVY	001.08.009.52150.548000.	Repair & Maintenance Services	2024	3	INV	Paid	427.94	81608 CVC540293	Sno PD vehicle #110 auto detail	3/13/2024	4/11/2024
NFE	403.22.030.53190.548000.	Repair & Maintenance Services	2024	4	INV	Paid	1,308.00	81609 300007	Dumpster service Meadowbrook boardwalk disposal	3/18/2024	4/11/2024
NHC	403.22.019.53110.541000.	Professional Svcs - General	2024	3	INV	Paid	1,378.75	81610 30994	Stormwater comp plan 2/24	3/14/2024	4/11/2024
NVL Laboratories	310.13.252.59459.561000.	Land & Land Rights	2024	4	INV	Paid	2,269.06	81611 2024-0064	Property Acquisition Asbestos/Lead Inspection	2/28/2024	4/11/2024
ORKIN	510.24.053.51820.548000.	Repair & Maintenance Services	2024	3	INV	Paid	168.78	81612 257804909	Pest Control/ant control City Hall	3/1/2024	4/11/2024
ORKIN	510.24.053.51820.548000.	Repair & Maintenance Services	2024	4	INV	Paid	233.04	81612 256461078	WRF Custodial & Cleaning svcs-Rodent control	2/15/2024	4/11/2024
OTAK	001.14.031.55860.541080.	Environmental Services	2024	4	INV	Paid	7,019.00	81613 000022400467	Environmental Svcs- Comp Plan Update	2/26/2024	4/11/2024
OTAK	001.14.032.55860.541080.	Environmental Services	2024	4	INV	Paid	1,949.86	81613 000022400287	Environmental Svcs SRII-Parcel S20	2/27/2024	4/11/2024
PACPLANT	403.22.030.53190.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	833.09	81614 99541	Fall tree order	11/16/2023	4/11/2024
PBBIPP	001.13.000.51890.542300.	Postage & Freight	2024	4	INV	Paid	227.66	81615 PP 3-24	Purchase power credit line	3/15/2024	4/11/2024
PEI	001.14.031.55860.541040.	Engineering Services	2024	4	INV	Paid	4,303.75	81616 20220203.0000-2	Engineering Svcs- Comp Plan Update	7/10/2023	4/11/2024
PEI	001.14.031.55860.541040.	Engineering Services	2024	4	INV	Paid	12,077.50	81616 20220203.0000-9	Engineering Svcs-Comp Plan Update	2/12/2024	4/11/2024
PEI	001.14.032.55860.541040.	Engineering Services	2024	4	INV	Paid	2,986.75	81616 00023042.0000-237	Engineering Svcs- Parcel S14: The Rails	12/2/2024	4/11/2024
PETEK	001.08.009.52110.541000.	Professional Svcs - General	2024	4	INV	Paid	2,335.00	81617 2153	Psych eval W. Natkha, med exam	12/8/2023	4/11/2024
PETEK	001.08.009.52110.541000.	Professional Svcs - General	2024	4	INV	Paid	1,360.00	81617 2272	Psych eval D. Maathuis, med exam	2/13/2024	4/11/2024
PETEK	001.08.009.52110.541000.	Professional Svcs - General	2024	4	INV	Paid	385.00	81617 2327	Psych eval G. Horejsi	3/8/2024	4/11/2024
PF&SINC	510.24.053.51820.548000.	Repair & Maintenance Services	2024	4	INV	Paid	264.63	81618 100796	Fire/burglar alarm repair & monitoring - City hall	3/24/2024	4/11/2024
PF&SINC	510.24.053.51820.548000.	Repair & Maintenance Services	2024	4	INV	Paid	231.96	81618 101398	Fire/burglar alarm repair & monitoring - Fire Dept	3/24/2024	4/11/2024
PLATT	402.20.040.53580.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	138.95	81619 6206573	WRF R&M supplies for antenna project	3/1/2024	4/11/2024
PLATT	510.24.053.51820.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	178.07	81619 4U61740	Replacement fixture ballasts City Hall	3/1/2024	4/11/2024
PLATT	510.24.053.51820.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	235.27	81619 4W986129	Cat-6 wire & boxes for camera installs lobby City	3/1/2024	4/11/2024
PLATT	510.24.053.51820.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	18.85	81619 Y856758	Replacement light bulbs City hall	3/1/2024	4/11/2024
POA-OR	502.11.020.51888.545200.	Rent - Furniture & Equipment	2024	3	INV	Paid	137.66	81620 CSQ-1423	Monthly Copier Lease	2/14/2024	4/11/2024
POA-OR	502.11.020.59118.577004.	Copiers/Printers Lease Prin	2024	3	INV	Paid	1,552.91	81620 CSQ-1423	Monthly Copier Lease	2/14/2024	4/11/2024
PRE-EMPL	001.06.075.51810.541420.	HR-Related Services	2024	3	INV	Paid	29.80	81621 374137	Background check for 2 new hires	2/29/2024	4/11/2024
PROFORCE	001.08.009.52150.535400.	Police Firearms & Weapons	2024	3	INV	Paid	415.18	81622 532930	Magpul PMAG 9mm Glock	10/30/2023	4/11/2024
PROFORCE	001.08.009.52150.535400.	Police Firearms & Weapons	2024	3	INV	Paid	776.87	81622 536656	Red dot pistol Light	12/7/2023	4/11/2024
PROFORCE	014.08.012.52150.535400.	Police Firearms & Weapons	2024	3	INV	Paid	415.18	81622 532930	Magpul PMAG 9mm Glock	10/30/2023	4/11/2024

PROFORCE	014.08.012.52150.535400.	Police Firearms & Weapons	2024	3	INV	Paid	776.87	81622 536656	Red dot pistol Light	12/7/2023	4/11/2024
PSE	001.12.028.57680.547100.	Electricity	2024	3	INV	Paid	381.98	81623 002042 3/24	Electricity	3/4/2024	4/11/2024
PSE	001.16.035.54263.547100.	Electricity	2024	3	INV	Paid	26.89	81623 943807 3/24	Electricity	3/13/2024	4/11/2024
PSE	401.19.039.53935.547100.	Electricity	2024	3	INV	Paid	696.80	81623 002042 3/24	Electricity	3/4/2024	4/11/2024
PSE	001.16.035.32240.322400.	Street & Curb Permits	2024	4	INV	Paid	100.00	81624 SUP-24-015	WO #109128350 Partial Refund on Street Use permit	3/20/2024	4/11/2024
PSRFA	501.23.051.54868.548000.	Repair & Maintenance Services	2024	3	INV	Paid	2,377.08	81625 7311	Fire apparatus repair and service	3/15/2024	4/11/2024
PSRFA	501.23.051.54868.548000.	Repair & Maintenance Services	2024	4	INV	Paid	284.15	81625 7795	Fire Apparatus repair and service	3/19/2024	4/11/2024
PWC	403.22.050.53130.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	5,993.12	81626 0255801	Valve turning machine for stormwater valves	2/13/2024	4/11/2024
Rainier Environ Lab	402.20.040.53585.541000.	Professional Svcs - General	2024	4	INV	Paid	1,950.00	81627 5346	Prof Svc - 3rd party lab WET testing	3/14/2024	4/11/2024
ROBERTH	001.06.007.51423.541190.	Temporary Agency Personnel	2024	3	INV	Paid	868.00	81628 63310316	Temp contractor Dewar, Finance week ending 3-8-24	3/11/2024	4/11/2024
ROBERTH	001.06.007.51423.541190.	Temporary Agency Personnel	2024	3	INV	Paid	455.70	81628 63342093	Temp Contractor Reichert, Finance week end 3-15-24	3/18/2024	4/11/2024
ROBERTH	001.06.007.51423.541190.	Temporary Agency Personnel	2024	3	INV	Paid	2,115.75	81628 63349915	Temp Agency Personnel- Dewar week ending 3-15-24	3/19/2024	4/11/2024
ROBERTH	001.06.007.51423.541190.	Temporary Agency Personnel	2024	4	INV	Paid	1,681.75	81628 63268232	Contractor Dewar - Finance week ending 2/23/24	2/28/2024	4/11/2024
ROBERTH	001.06.007.51423.541190.	Temporary Agency Personnel	2024	4	INV	Paid	3,580.50	81628 63270137	Contractor Reichert - Finance week ending 2/23/24	2/28/2024	4/11/2024
SEATIMES	001.05.005.51420.541330.	Ordinance Publication	2024	4	INV	Paid	103.22	81629 68806	Ordinance 1284	12/15/2023	4/11/2024
SHI INT	403.22.050.53130.531800.	Minor Info Tech Software	2024	3	INV	Paid	28.64	81630 818005163	PW - C. Iverson-Stinson Adobe pro license	2/26/2024	4/11/2024
SHI INT	502.11.021.51888.548860.	Hardware-Software Maintenance	2024	3	INV	Paid	6,111.14	81630 818018046	Hardware/Software maint., IT-Endpoint Centrl Renew	2/28/2024	4/11/2024
SNOQVC	110.26.112.55790.541000.	Professional Svcs - General	2024	3	INV	Paid	7,700.00	81631 2288	APP annual fee, App input/Social media advertising	3/8/2024	4/11/2024
SNOQVC	110.26.112.55790.541300.	Advertising, Legal Notices etc	2024	3	INV	Paid	1,800.00	81631 2288	APP annual fee, App input/Social media advertising	3/8/2024	4/11/2024
STORMLK	403.22.030.53190.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	423.24	81632 24-109	Plants for Venn forest	2/13/2024	4/11/2024
STORMLK	403.22.030.53190.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	145.67	81632 24-195	Planters for cottonwood forest	3/6/2024	4/11/2024
SUMMLG	001.06.075.51810.541120.	Legal Consulting Svcs - HR	2024	3	INV	Paid	5,648.50	81633 152899	Legal Services re:Personnel Policy Handbook Review	3/19/2024	4/11/2024
SUMMLG	001.06.075.51810.541120.	Legal Consulting Svcs - HR	2024	3	INV	Paid	4,712.86	81633 152986	Legal Services; re: Snoqualmie Police Association	3/19/2024	4/11/2024
SUMMLG	001.06.075.51810.541120.	Legal Consulting Svcs - HR	2024	3	INV	Paid	3,895.00	81633 152987	Legal Services re: COS Teamsters Local 763	3/19/2024	4/11/2024
SUPERION	502.11.021.51888.548860.	Hardware-Software Maintenance	2024	4	INV	Paid	20,800.79	81634 395720	TRAKIT Annual maintenance	11/2/2023	4/11/2024
TODDSTOW	014.08.012.52122.541000.	Professional Svcs - General	2024	3	INV	Paid	343.35	81635 46572	Evidence impound white 2011 GMC Van 24N-0888	3/7/2024	4/11/2024
TSI CARN	001.12.028.59476.563000.	General Parks Signage	2024	3	INV	Paid	245.03	81636 19663	Parks signage replacement	12/21/2023	4/11/2024
TSI CARN	001.16.035.54230.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	2,852.09	81636 19604	36X36 detour signs, barricades	3/6/2024	4/11/2024
TSI MN	001.09.014.52250.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	1,944.31	81637 91733410	Clean and calibrate model 8038	2/23/2024	4/11/2024
TYLERTEC	350.13.023.59418.541000.	Professional Svcs - General	2024	4	INV	Paid	4,200.00	81638 045-458401	Tyler Munis Contract - Consulting Services	3/6/2024	4/11/2024
TYLERTEC	350.13.023.59418.541000.	Professional Svcs - General	2024	4	INV	Paid	7,302.40	81638 045-458402	Tyler Munis Contract - Consulting Services	3/6/2024	4/11/2024
UFS/BART	403.22.030.53190.541000.	Professional Svcs - General	2024	3	INV	Paid	170.00	81639 2023-1172	Prof. Svcs. - Steller Soils report	11/24/2023	4/11/2024
ULI	001.08.009.52122.522400.	LEOFF I Retiree Med & Premiums	2024	4	INV	Paid	70.50	81640 24-Mar	Group insurance premium	4/1/2024	4/11/2024
UNITEDSI	403.22.050.53130.548000.	Repair & Maintenance Services	2024	3	INV	Paid	185.00	81641 INV-4153549	Portable toilet service for DOC operations	1/31/2024	4/11/2024
UNITEDSI	403.22.050.53130.548000.	Repair & Maintenance Services	2024	3	INV	Paid	185.00	81641 INV-4226884	Portable toilet service for DOC operations	2/29/2024	4/11/2024
UULC	402.20.040.53580.548000.	Repair & Maintenance Services	2024	4	INV	Paid	111.92	81642 4020231	WRP R&M 811 service for sewer utility	2/29/2024	4/11/2024
UW VMC	001.08.009.52110.541000.	Professional Svcs - General	2024	4	INV	Paid	75.00	81643 800080064	G. Horejsi - Pre employment radiologic exam	2/27/2024	4/11/2024
VERIZCS	402.20.040.53580.542000.	Telephone Service	2024	4	INV	Paid	1,288.78	81644 9957408273	Teleph svc- SCADA M2M communications	2/23/2024	4/11/2024
WCIA	501.00.000.39520.395200.	Insurance Recovery-Asset Loss	2024	4	INV	Paid	475.10	81645 Reimb Overpayment	Overpayment reimbursement - Vehicle #501 repair	3/25/2024	4/11/2024
WLACE	403.22.030.53190.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	525.42	81646 15311223	Power drill and bits	2/8/2024	4/11/2024
WLACE	403.22.030.53190.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	436.89	81646 15311266	Small tools and shop supplies	2/15/2024	4/11/2024
WLACE	403.22.030.53190.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	545.88	81646 15311320	Small engine fuel & shop supplies	2/21/2024	4/11/2024
WLACE	403.22.030.53190.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	156.91	81646 15311452	Repair & Maintenance Supplies	3/8/2024	4/11/2024
WLACE	403.22.030.53190.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	109.93	81646 15311492	Repair & Maintenance Supplies	3/13/2024	4/11/2024
WLACE	403.22.030.53190.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	44.15	81646 15311496	Repair & Maintenance Supplies	3/13/2024	4/11/2024
WLACE	510.24.053.51820.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	135.59	81646 15311380	PD Admin Sgt. office repair and update	3/1/2024	4/11/2024
WLACE	510.24.053.51820.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	8.89	81646 15311414	PD Admin Sgt. office repair and update	3/5/2024	4/11/2024
WLACE	510.24.053.51820.531300.	Repair & Maintenance Supplies	2024	3	INV	Paid	33.76	81646 15311494	PD Admin Sgt. office repair and update	3/13/2024	4/11/2024
WLACE	510.24.053.51820.531340.	Custodial & Cleaning Supplies	2024	3	INV	Paid	147.10	81646 15311417	Cleaning supplies City hall	3/5/2024	4/11/2024
WOODS	001.23.051.54868.531301.	Repair Parts	2024	3	INV	Paid	1,116.21	81647 PS00165250	Replacement headache rack pickup #234	3/18/2024	4/11/2024
WSCJTC	001.08.009.52140.543000.	Training & Travel	2024	3	INV	Paid	4,947.00	81648 201139271	Basic Law Enforcement Academy (BLEA)	3/11/2024	4/11/2024
WSCJTC	014.08.012.52140.543000.	Training & Travel	2024	3	INV	Paid	4,947.00	81648 201139271	Basic Law Enforcement Academy (BLEA)	3/11/2024	4/11/2024

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$3,130.46

For claims warrants numbered 81649 through 81655 & dated 4/18/2024

										#87	
Brent Porter	001.09.014.52210.541000.	Professional Svcs - General	2024	4	INV	Paid	376.32	81649 Re B. Porter Airfare	Reimbursement for accreditation peer team - FD	4/17/2024	4/18/2024
Brent Porter	001.09.014.52210.541000.	Professional Svcs - General	2024	4	INV	Paid	317.00	81650 Re B. Porter meals	Reimburse Accreditation peer team - FD	4/17/2024	4/18/2024
Jason Hansen	001.09.014.52210.541000.	Professional Svcs - General	2024	4	INV	Paid	317.00	81651 RE J. Hansen Meals	Reimbursement Accreditation Peer Team - FD	4/17/2024	4/18/2024
Thomas O'Brien	001.09.014.52210.541000.	Professional Svcs - General	2024	4	INV	Paid	906.20	81652 RE T. O'Brien Airfar	Reimbursement Accreditation Peer Team - FD	4/17/2024	4/18/2024
Thomas O'Brien	001.09.014.52210.541000.	Professional Svcs - General	2024	4	INV	Paid	317.00	81653 RE T. O'Brien Meals	Reimbursement Accreditation Peer Team - FD	4/17/2024	4/18/2024
Timothy Jensen	001.09.014.52210.541000.	Professional Svcs - General	2024	4	INV	Paid	579.94	81654 Re T. Jensen Airfare	Reimbursement Accreditation Peer Team - FD	4/17/2024	4/18/2024

Timothy Jensen	001.09.014.52210.541000.	Professional Svcs - General	2024	4	INV	Paid	317.00	81655	RE T. Jensen Meals	Reimbursement Accreditation Peer Team - FD	4/17/2024	4/18/2024
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City of Snoqualmie
Claims presented to the City to be paid in the amount of \$2,262,800.42
For claims warrants numbered 81656 through 81776 & dated 4/25/2024

											#89	
ABS	417.13.455.59435.541060.	Eagle Lake Reclam Design	2024	4	INV	Paid	7,500.00	81656	23-0189A	Land appraisal report for reservoir/pump station	3/31/2024	4/25/2024
ACI 1	501.23.051.54868.548000.	Repair & Maintenance Services	2024	4	INV	Paid	583.57	81657	12156	#110 bumper cover accident 2/4/24 P. Mandery	3/26/2024	4/25/2024
AMZONCAP	001.05.005.51420.531000.	Office Supplies	2024	4	INV	Paid	265.14	81658	13VX-NVLD-6H9J	Misc. Office Supplies	4/15/2024	4/25/2024
AMZONCAP	001.10.017.52560.531911.	SECAST Van M&O Supplies	2024	4	INV	Paid	657.32	81658	1Q1V-NLNC-RNKY	DC breaker panel	3/22/2024	4/25/2024
AMZONCAP	001.10.017.52560.531911.	SECAST Van M&O Supplies	2024	4	INV	Paid	359.36	81658	13WR-YRLW-1LRN	Solar panel	3/25/2024	4/25/2024
AMZONCAP	001.10.017.52560.531911.	SECAST Van M&O Supplies	2024	4	INV	Paid	821.85	81658	147L-MQMG-WQLX	Solar panel, battery, auto DC input	3/23/2024	4/25/2024
AMZONCAP	001.10.017.52560.531911.	SECAST Van M&O Supplies	2024	4	INV	Paid	791.44	81658	1G17-3NDQ-LKLN	Seacast Van M&O supplies	3/21/2024	4/25/2024
AMZONCAP	001.01.001.51310.531000.	Office Supplies	2024	4	INV	Paid	37.29	81658	1DP2-DGP1-4QWJ	Desktop organizer & post-it flags	3/13/2024	4/25/2024
AMZONCAP	001.09.014.52210.531000.	Office Supplies	2024	4	INV	Paid	81.99	81658	1N1V-QV41-1HVX	Hand sanitizer, toilet cleaner, sharpie, calendar	3/25/2024	4/25/2024
AMZONCAP	001.09.014.52210.531000.	Office Supplies	2024	4	INV	Paid	129.14	81658	133T-YHMM-4GFQ	Office Supplies-paper	3/18/2024	4/25/2024
AMZONCAP	001.09.014.52220.531910.	Operating Supplies	2024	4	INV	Paid	128.60	81658	111T-GKLA-1D96	VEVOR Drawer Slides	1/31/2024	4/25/2024
AMZONCAP	001.09.014.52220.531910.	Operating Supplies	2024	4	INV	Paid	158.75	81658	191K-6XWF-1W4Y	dish soap, glad plug ins, Clorox wipes	12/20/2023	4/25/2024
AMZONCAP	001.09.014.52220.531910.	Operating Supplies	2024	4	CRM	Paid	-25.70	81658	1M7N-CLID-CKNJ	CM for invoice 1YHP-3JJP-T3R9	3/31/2023	4/25/2024
AMZONCAP	001.09.014.52220.531910.	Operating Supplies	2024	4	CRM	Paid	-25.70	81658	1NHV-WDMG-CHGG	CM for invoice 1YHP-3JJP-T3R9, water	5/31/2023	4/25/2024
AMZONCAP	001.09.014.52220.531910.	Operating Supplies	2024	4	CRM	Paid	-10.87	81658	13Y6-V1QJ-3KXH	CM for invoice 14HN-NVTY-119P	3/18/2024	4/25/2024
AMZONCAP	001.08.009.52122.531820.	Info Tech Components	2024	4	INV	Paid	217.79	81658	13YD-6K7M-FYJK	PD - M. Black Epson portable scanner	2/1/2024	4/25/2024
AMZONCAP	401.18.037.53481.531000.	Office Supplies	2024	4	INV	Paid	3.45	81658	1WLQ-KRLF-4HTV	Strapping tape & Pens	3/7/2024	4/25/2024
AMZONCAP	403.22.050.53130.531000.	Office Supplies	2024	4	INV	Paid	317.75	81658	1J6D-PWHM-V6FV	Filing tabs & page protectors	2/12/2024	4/25/2024
AMZONCAP	403.22.050.53130.531000.	Office Supplies	2024	4	INV	Paid	3.48	81658	1WLQ-KRLF-4HTV	Strapping tape & Pens	3/7/2024	4/25/2024
AMZONCAP	403.22.050.53130.531000.	Office Supplies	2024	4	CRM	Paid	-295.98	81658	1P1J-FK9W-NCKL	Credit for partial order return Inv J16D-PWHM-V6FV	3/16/2024	4/25/2024
AMZONCAP	403.22.030.53190.531000.	Office Supplies	2024	4	INV	Paid	3.49	81658	1WLQ-KRLF-4HTV	Strapping tape & Pens	3/7/2024	4/25/2024
AMZONCAP	501.23.051.54868.531000.	Office Supplies	2024	4	INV	Paid	3.45	81658	1WLQ-KRLF-4HTV	Strapping tape & Pens	3/7/2024	4/25/2024
AMZONCAP	502.11.021.51888.531820.	Info Tech Components	2024	4	INV	Paid	10.62	81658	1HVM-KJN1-6GVT	IT - replacement microphone covers	2/21/2024	4/25/2024
AMZONCAP	510.24.053.51820.531000.	Office Supplies	2024	4	INV	Paid	3.45	81658	1WLQ-KRLF-4HTV	Strapping tape & Pens	3/7/2024	4/25/2024
AR-KC F	001.09.014.52220.541190.	Temporary Agency Personnel	2024	4	INV	Paid	1,772.70	81659	524-01	Steve Bandy - Shared staffing	3/22/2024	4/25/2024
AUDITOR	001.06.007.51423.541091.	State Auditor Services	2024	4	INV	Paid	4,844.50	81660	L160521	State Audit Services	4/9/2024	4/25/2024
BUEL	001.04.004.51531.541101.	Legal Costs and Fees	2024	4	INV	Paid	1,187.25	81661	96123	Transcript fee-Waste Action v. Girard	3/7/2024	4/25/2024
CDWG	001.06.075.51810.531820.	Info Tech Components	2024	4	INV	Paid	1,909.27	81662	QC02125	HR-Heather Florida Lenovo T16 Laptop	3/8/2024	4/25/2024
CDWG	001.06.075.51810.531820.	Info Tech Components	2024	4	INV	Paid	159.32	81662	QC66250	HR Heather Florida Laptop 3 yr support warranty	3/12/2024	4/25/2024
CDWG	001.08.009.52122.531820.	Info Tech Components	2024	4	INV	Paid	428.85	81662	QH74595	PD-Gary Horejsi Toughbook Dock	3/21/2024	4/25/2024
CDWG	001.08.009.52150.535900.	Small Tools & Equipment	2024	4	INV	Paid	1,735.84	81662	QG50357	PD- Replacement Vehicle Docks	3/19/2024	4/25/2024
CDWG	001.16.019.54290.531820.	Info Tech Components	2024	4	INV	Paid	348.00	81662	PX93769	PW-Ryan Barnet Monitors	3/4/2024	4/25/2024
CDWG	001.16.019.54290.531820.	Info Tech Components	2024	4	INV	Paid	312.44	81662	QD51207	PW- Ryan Barnet Panasonic Toughbook Dock	3/13/2024	4/25/2024
CDWG	502.11.021.51888.531820.	Info Tech Components	2024	4	INV	Paid	578.91	81662	QD51873	IT - Cyberpower UPS Replacements	2/15/2024	4/25/2024
CDWG	502.11.021.51888.531820.	Info Tech Components	2024	4	INV	Paid	1,909.27	81662	QC02104	HR-Kim Johnson replacement laptop Lenovo T16	3/8/2024	4/25/2024
CDWG	502.11.021.51888.548860.	Hardware-Software Maintenance	2024	4	INV	Paid	159.32	81662	QC66256	HR Kim Johnson Laptop 3 yr support warranty	3/12/2024	4/25/2024
CENLINK	502.11.020.51888.542000.	Telephone Service	2024	4	INV	Paid	1,389.69	81663	300575004 3/24	Monthly Telephone Service	3/20/2024	4/25/2024
CENTURY	502.11.020.51888.542000.	Telephone Service	2024	4	INV	Paid	90.92	81664	300570848 3/24	Monthly Telephone Service	3/20/2024	4/25/2024
CENTURY	502.11.020.51888.542000.	Telephone Service	2024	4	INV	Paid	626.45	81664	300571491 3/24	Monthly Telephone Service	3/20/2024	4/25/2024
CENTURY	502.11.020.51888.542000.	Telephone Service	2024	4	INV	Paid	248.08	81664	300573862 3/24	Monthly Telephone Service	3/20/2024	4/25/2024
CENTURY	502.11.020.51888.542000.	Telephone Service	2024	4	INV	Paid	212.39	81664	300576080 3/24	Monthly Telephone Service	3/20/2024	4/25/2024
CENTURY	502.11.020.51888.542000.	Telephone Service	2024	4	INV	Paid	182.52	81664	402478791 3/24	Monthly Telephone Service	3/20/2024	4/25/2024
CENTURY	502.11.020.51888.542000.	Telephone Service	2024	4	INV	Paid	1,565.71	81664	411746240 3/24	Monthly Telephone Service	3/20/2024	4/25/2024
CENTURY	502.11.020.51888.542000.	Telephone Service	2024	4	INV	Paid	704.21	81664	300568001 3/24	Monthly Telephone Service	3/20/2024	4/25/2024
CINTAS	001.13.000.51810.531080.	First Aid Cabinet Supplies	2024	4	INV	Paid	1,265.94	81665	5205865713	First Aid Cabinets, City Hall, PD, PW	4/9/2024	4/25/2024
City of Sunnyside	001.08.009.52360.541505.	Jail Services - Sunnyside	2024	4	INV	Paid	1,020.00	81666	14203	Dec 2023 inmate days served	1/3/2024	4/25/2024
City of Sunnyside	001.08.009.52360.541505.	Jail Services - Sunnyside	2024	4	INV	Paid	25.83	81666	14214	Dec 2023 inmate medications - M. Lenay	1/4/2024	4/25/2024
City of Sunnyside	001.08.009.52360.541505.	Jail Services - Sunnyside	2024	4	INV	Paid	2,210.00	81666	14270	Jan 2024 inmate days served	2/8/2024	4/25/2024
City of Sunnyside	001.08.009.52360.541505.	Jail Services - Sunnyside	2024	4	INV	Paid	25.81	81666	14280	Jan 2024 inmate medications - M. Lenay	2/8/2024	4/25/2024
CIVICPLU	001.07.008.55720.541000.	Professional Svcs - General	2024	4	INV	Paid	13,809.47	81667	294067	City website - Annual hosting and maintenance	3/31/2024	4/25/2024
CL	001.12.028.57680.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	81.72	81668	2006723	2X4 Premium Doug Fir	3/11/2024	4/25/2024
CL	001.12.028.57680.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	97.64	81668	2007226	2X4-12 TK Cedar	3/13/2024	4/25/2024
CLARKTOW	001.08.009.52122.541000.	Professional Svcs - General	2024	4	INV	Paid	487.50	81669	24-0403-1128	Evidence Impound ref 245-1374 & 245-1375	4/3/2024	4/25/2024
COI	001.08.009.52122.541511.	Dispatch Services	2024	4	INV	Paid	30,130.65	81670	240001158	dispatch services Feb. 2024	4/1/2024	4/25/2024
COI	001.08.009.52122.541511.	Dispatch Services	2024	4	INV	Paid	30,130.65	81670	240001158	Dispatch services Feb 2024	3/4/2024	4/25/2024
COI	014.08.012.52122.541511.	Dispatch Services	2024	4	INV	Paid	20,087.10	81670	240001158	dispatch services Feb. 2024	4/1/2024	4/25/2024
COI	014.08.012.52122.541511.	Dispatch Services	2024	4	INV	Paid	20,087.10	81670	240001158	Dispatch services Feb 2024	3/4/2024	4/25/2024

COMCAST	502.11.020.51888.542200.	INET Internet Network Services	2024	4	INV	Paid	421.18	81671 0559927-03-24	Secondary internet Service	3/11/2024	4/25/2024
Control Systems	417.13.454.59435.563000.	WRF Improve Construction	2024	4	INV	Paid	3,185.07	81672 1552	MCC electrical breaker equipment	4/12/2024	4/25/2024
CP	001.05.005.51420.541000.	Professional Svcs - General	2024	4	INV	Paid	511.83	81673 GC0013621	Snoq Municipal code updates	3/28/2024	4/25/2024
CRESSY	510.24.053.51820.548000.	Repair & Maintenance Services	2024	4	INV	Paid	4,900.59	81674 194916	Labor & materials to install replace garage door	3/26/2024	4/25/2024
CRYSR	001.08.009.52150.545000.	Operating Rentals & Leases	2024	4	INV	Paid	248.35	81675 5310053 032424	water cooler rental, drinking water, delivery fee	3/24/2024	4/25/2024
Deana Dean	001.02.002.52160.549100.	City-Sponsored Expenses	2024	4	INV	Paid	53.98	81676 RE D. Dean 4/24 - 2	Refreshments for City Council Meeting on 4/8/24	4/9/2024	4/25/2024
Deana Dean	001.01.001.51310.549100.	City-Sponsored Expenses	2024	4	INV	Paid	2,220.02	81676 RE D. Dean 4/24	Sno Valley Gov't Assoc Meeting - Hosted by Snoq	4/2/2024	4/25/2024
DOIS	001.14.031.55860.543000.	Training & Travel	2024	4	INV	Paid	210.18	81677 71145588	Access Pass - Online Course E. Arteche	3/12/2024	4/25/2024
EF	501.23.051.54868.531301.	Repair Parts	2024	4	INV	Paid	294.68	81678 5203612	replacement exhaust flex pipe #107 PD SUV	4/8/2024	4/25/2024
EF	501.23.051.54868.531301.	Repair Parts	2024	4	INV	Paid	431.84	81678 5203699	EGR/purge valve parts 2020-22 Ford SUV	4/10/2024	4/25/2024
EF	501.23.051.54868.548000.	Repair & Maintenance Services	2024	4	INV	Paid	634.95	81678 6293756	Check engine light found spark plugs bad/recall	3/26/2024	4/25/2024
EF	501.23.051.54868.548000.	Repair & Maintenance Services	2024	4	INV	Paid	975.14	81678 6294669	#108 engine code repair/warranty recall work	4/2/2024	4/25/2024
EF	501.23.051.54868.548000.	Repair & Maintenance Services	2024	4	INV	Paid	335.63	81678 6294585	recalls, warranty & exhaust repair #104 PD SUV	4/15/2024	4/25/2024
Emily Arteche	001.14.118.55730.543000.	Training & Travel	2024	4	INV	Paid	521.78	81679 RE E. Arteche 4/24	per diem meals, mileage & Parking for APA and ICS	4/17/2024	4/25/2024
Ferguson Water Works	401.18.037.53481.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	1,205.60	81680 33407	Reading meter antenna	3/15/2024	4/25/2024
Ferguson Water Works	401.18.037.53481.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	488.22	81680 34740	Meter registers	3/20/2024	4/25/2024
FIDELIS	502.11.020.51888.541000.	Professional Svcs - General	2024	4	INV	Paid	41.25	81681 60295	Remote tech support for Wifi	4/15/2024	4/25/2024
First Responder	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	4	INV	Paid	279.60	81682 3516-3	D. Moate - jumpsuit w/modifications	4/5/2024	4/25/2024
First Responder	014.08.012.52122.531050.	Uniforms & Protective Gear	2024	4	INV	Paid	279.60	81682 3516-3	D. Moate - jumpsuit w/modifications	4/5/2024	4/25/2024
Gall Folkins	001.07.008.55720.531800.	Minor Info Tech Software	2024	4	INV	Paid	14.99	81683 RE G. Folkins 4/24	Canva software for Police Dept 2023 annual report	4/17/2024	4/25/2024
Gateway Controls	417.13.454.59435.563000.	WRF Improve Construction	2024	4	INV	Paid	4,116.42	81684 2024676	WRF Phase 3 - convert system to cloud database	4/5/2024	4/25/2024
GENDIGIT	001.06.075.51810.549200.	Dues-Subscriptions-Memberships	2024	4	INV	Paid	155.76	81685 C050028	April Norton lifelock coverage for 17 employees	4/15/2024	4/25/2024
GIRARD	403.22.030.53190.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	37.62	81686 FC 132	Finance charge for invoice 9127415	3/25/2024	4/25/2024
GRAINGER	401.18.037.53481.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	143.23	81687 9048731989	Front gate remotes	3/11/2024	4/25/2024
Gunarama Wholesale,	014.08.012.52150.539400.	Police Firearms & Weapons	2024	4	INV	Paid	1,304.95	81688 1250454	N. Schulgen, M. Sanchez, guns and holsters	3/20/2024	4/25/2024
HDF	401.18.037.53481.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	588.22	81689 16643327	Water meter box and lid	3/14/2024	4/25/2024
HDF	401.18.037.53481.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	1,654.07	81689 16635515	2" double check replacement	3/4/2024	4/25/2024
HDF	401.19.039.53935.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	1,684.55	81689 16643328	Locator	3/14/2024	4/25/2024
HDF	401.19.039.53935.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	5,070.65	81689 16659941	Irrigation heads and nozzels	4/3/2024	4/25/2024
HDFACIL	510.24.053.51820.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	700.58	81690 9223856492	City Hall bathrooms toilet supports for all toilet	3/6/2024	4/25/2024
Holmes Weddle	001.04.004.51541.541103.	S. Randall Legal Fees	2024	4	INV	Paid	715.26	81691 836287	Legal Fees-Randall BIA Matters	4/6/2024	4/25/2024
HOMECARE	510.24.053.51850.548200.	Custodial & Cleaning Services	2024	4	INV	Paid	3,082.72	81692 15	Custodial services 3/24	3/29/2024	4/25/2024
HUBER	417.13.454.59435.563000.	WRF Improve Construction	2024	4	INV	Paid	143,617.32	81693 1100007327	Belt screen for headworks improvements	3/26/2024	4/25/2024
IMC	001.13.117.51250.541115.	Municipal Court Services-Costs	2024	4	INV	Paid	4,964.51	81694 SQL Feb 2024	Snoqualmie court filings - Feb 2024	3/7/2024	4/25/2024
IMC	001.13.117.51250.541115.	Municipal Court Services-Costs	2024	4	INV	Paid	7,837.83	81694 SQL Jan 2024	Snoqualmie court filings - Jan 2024	2/2/2024	4/25/2024
IMC	001.13.117.51250.541115.	Municipal Court Services-Costs	2024	4	INV	Paid	5,420.63	81694 SQL March 2024	Snoqualmie court filings-March 2024	4/1/2024	4/25/2024
Independent Review &	001.06.075.51810.541420.	HR-Related Services	2024	4	INV	Paid	2,382.64	81695 SPD. 1004	Sno PD file #IA 24-03	4/9/2024	4/25/2024
JENKINSP	417.13.455.59435.541060.	Eagle Lake Reclam Design	2024	4	INV	Paid	2,194.63	81696 27144	Class A transmission pipe video inspection	2/29/2024	4/25/2024
KATM	403.22.030.53190.541000.	Professional Svcs - General	2024	4	INV	Paid	2,170.00	81697 368	Design work for green Snoqualmie partnership logo	3/31/2023	4/25/2024
KBM	001.04.004.51541.541100.	Outside Legal Services - Gen	2024	4	INV	Paid	5,516.00	81698 22220	Outside legal services- Pre-Defense General	4/5/2024	4/25/2024
KC 500-2	401.18.037.53481.548000.	Repair & Maintenance Services	2024	4	INV	Paid	200.00	81699 240401_2_P083	KC emergency repair on 384th	4/1/2024	4/25/2024
KC 710	001.16.035.54250.541070.	Bridge Inspection Fees	2024	4	INV	Paid	3,998.40	81700 132495	Routine field inspection	2/29/2024	4/25/2024
KC 710	001.16.035.54263.548000.	Street Light Rep & Maintenance	2024	4	INV	Paid	5,496.51	81700 132331-132331	ST Light Repair	2/29/2024	4/25/2024
KC 710	001.16.035.54264.548000.	Traffic Signal Maintenance	2024	4	INV	Paid	876.99	81700 129424, 29426-129427	Signal preventative Maint	10/31/2023	4/25/2024
KC 710	001.16.035.54264.548000.	Traffic Signal Maintenance	2024	4	INV	Paid	1,534.43	81700 130510-130511	Signal reactive maint	11/30/2023	4/25/2024
KC 710	001.16.035.54264.548000.	Traffic Signal Maintenance	2024	4	INV	Paid	3,488.18	81700 130810-130837	Signal preventative maint	12/31/2023	4/25/2024
KC 710	001.16.035.54264.548000.	Traffic Signal Maintenance	2024	4	INV	Paid	1,263.70	81700 131195-131196	Signal preventative maint	12/31/2023	4/25/2024
KC 710	502.11.020.51888.542200.	INET Internet Network Services	2024	4	INV	Paid	1,023.00	81700 1104530	King County INET	3/31/2024	4/25/2024
KCDA	001.12.028.57680.531000.	Office Supplies	2024	4	INV	Paid	9.00	81701 300776913	Folders, sticky notes, and flash drives	3/29/2024	4/25/2024
KCDA	001.16.035.54230.531000.	Office Supplies	2024	4	INV	Paid	9.00	81701 300776913	Folders, sticky notes, and flash drives	3/29/2024	4/25/2024
KCDA	401.18.037.53481.531000.	Office Supplies	2024	4	INV	Paid	9.31	81701 300776913	Folders, sticky notes, and flash drives	3/29/2024	4/25/2024
KCDA	403.22.019.53110.531000.	Office Supplies	2024	4	INV	Paid	9.31	81701 300776913	Folders, sticky notes, and flash drives	3/29/2024	4/25/2024
KCDA	403.22.030.53190.531000.	Office Supplies	2024	4	INV	Paid	9.00	81701 300776913	Folders, sticky notes, and flash drives	3/29/2024	4/25/2024
KING COUNTY	310.13.252.59459.544400.	Taxes & Assessments	2024	4	INV	Paid	4,708.49	81702 KC Tax 2024 2	KC Property Tax 2024 Parcel #784920-0425-03	4/18/2024	4/25/2024
KONEP	510.24.053.51820.548000.	Repair & Maintenance Services	2024	4	INV	Paid	1,751.14	81703 871243032	City Hall Elevator maint/repair/annual L&I inspect	1/1/2024	4/25/2024
KURITA	510.24.053.51820.548000.	Repair & Maintenance Services	2024	4	INV	Paid	605.75	81704 INV814360	HVAC radiant floor chem maintenance & testing	4/5/2024	4/25/2024
KURITA	510.24.053.51820.548000.	Repair & Maintenance Services	2024	4	INV	Paid	605.75	81704 INV814361	HVAC radiant floor chem maintenance & testing	4/5/2024	4/25/2024
LDC	001.14.031.55860.541000.	Professional Svcs - General	2024	4	INV	Paid	217.50	81705 33995	Snoqualmie Middle housing	3/12/2024	4/25/2024
LEVEL3	502.11.020.51888.542000.	Telephone Service	2024	4	INV	Paid	2,342.32	81706 680171854	Monthly telephone service	3/1/2024	4/25/2024
LIS	001.08.009.52122.541000.	Professional Svcs - General	2024	4	INV	Paid	84.28	81707 11261585	Interpretation svcs - J. kaae	3/31/2024	4/25/2024
LNCS	001.08.009.52110.523100.	Clothing Allowance	2024	4	INV	Paid	170.52	81708 INV794319	M. Black - polo shirts w/embroidery & Patch	2/21/2024	4/25/2024
LNCS	001.08.009.52110.523100.	Clothing Allowance	2024	4	INV	Paid	222.94	81708 INV803369	G. Horejsi - Jacket w/name patch & emblem	3/19/2024	4/25/2024

LNC5	001.08.009.52110.523100.	Clothing Allowance	2024	4	INV	Paid	563.97	81708 INV804374	G. Horejsi - pants, nameplates, shirts	3/22/2024	4/25/2024
LNC5	001.08.009.52110.523100.	Clothing Allowance	2024	4	INV	Paid	181.32	81708 INV804916	G. Horejsi uniform alterations, embroidery, Patch	3/25/2024	4/25/2024
LNC5	001.08.009.52110.523100.	Clothing Allowance	2024	4	INV	Paid	390.67	81708 INV804938	B. Lynch - uniform alterations, embroidery, shirt	3/25/2024	4/25/2024
LNC5	001.08.009.52110.523100.	Clothing Allowance	2024	4	INV	Paid	150.27	81708 INV804956	G. Horejsi - Long sleeve shirt	3/25/2024	4/25/2024
LNC5	001.08.009.52110.523100.	Clothing Allowance	2024	4	INV	Paid	55.10	81708 INV805667	G. Horejsi - name patches w/velcro	3/26/2024	4/25/2024
LNC5	001.08.009.52110.523100.	Clothing Allowance	2024	4	INV	Paid	17.38	81708 INV807405	G. Horejsi - tie bar, necktie	3/28/2024	4/25/2024
LNC5	001.08.009.52110.523100.	Clothing Allowance	2024	4	INV	Paid	129.58	81708 INV808513	G. Horejsi - dress pants, jacket alteration	3/29/2024	4/25/2024
LNC5	001.08.009.52110.523100.	Clothing Allowance	2024	4	INV	Paid	88.08	81708 INV808532	G. Horejsi - name patches w/velcro	3/29/2024	4/25/2024
LNC5	001.08.009.52110.523100.	Clothing Allowance	2024	4	INV	Paid	170.81	81708 INV810951	G. Horejsi - polo shirts w/embroidery	4/8/2024	4/25/2024
LNC5	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	4	INV	Paid	1,886.58	81708 INV800884	W. Natkha armor carrier, panel set, covert carrier	3/11/2024	4/25/2024
LNC5	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	4	INV	Paid	85.69	81708 INV801890	B. Lynch - Long sleeve class A shirt w/dept patch	3/13/2024	4/25/2024
LNC5	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	4	INV	Paid	322.68	81708 INV802118	LN Curtis Uniforms	3/14/2024	4/25/2024
LNC5	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	4	INV	Paid	103.49	81708 INV802552	G. Horejsi - 40MM & tourniquet pouches	3/15/2024	4/25/2024
LNC5	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	4	INV	Paid	47.46	81708 INV803049	50% split C. Smith name patch, cap w/patch	3/18/2024	4/25/2024
LNC5	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	4	INV	Paid	170.65	81708 INV778586	W. Natkha - Flashlight	12/29/2023	4/25/2024
LNC5	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	4	INV	Paid	151.59	81708 INV793029	E. Rasmussen - long sleeve shirt w/patches	2/16/2024	4/25/2024
LNC5	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	4	INV	Paid	87.33	81708 INV794755	P. Mandery SO rocker patches	2/22/2024	4/25/2024
LNC5	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	4	INV	Paid	50.76	81708 INV805570	Flex badge	2/26/2024	4/25/2024
LNC5	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	4	INV	Paid	228.61	81708 INV805704	Split Dept patches	3/26/2024	4/25/2024
LNC5	001.08.009.52122.531050.	Uniforms & Protective Gear	2024	4	INV	Paid	137.62	81708 INV807426	W. Natkha - taser duty holster	3/28/2024	4/25/2024
LNC5	014.08.012.52122.531050.	Uniforms & Protective Gear	2024	4	INV	Paid	362.29	81708 INV800965	M. Peter jacket w/ embroidery, patches, badge	3/11/2024	4/25/2024
LNC5	014.08.012.52122.531050.	Uniforms & Protective Gear	2024	4	INV	Paid	322.68	81708 INV801218	LN Curtis Uniforms	3/14/2024	4/25/2024
LNC5	014.08.012.52122.531050.	Uniforms & Protective Gear	2024	4	INV	Paid	47.46	81708 INV803049	50% split C. Smith name patch, cap w/patch	3/18/2024	4/25/2024
LNC5	014.08.012.52122.531050.	Uniforms & Protective Gear	2024	4	INV	Paid	87.32	81708 INV794755	P. Mandery SO rocker patches	2/22/2024	4/25/2024
LNC5	014.08.012.52122.531050.	Uniforms & Protective Gear	2024	4	INV	Paid	50.65	81708 INV798717	K. Hoyla - name patch w/velcro	3/4/2024	4/25/2024
LNC5	014.08.012.52122.531050.	Uniforms & Protective Gear	2024	4	INV	Paid	152.41	81708 INV805704	Split Dept patches	3/26/2024	4/25/2024
LNC5	014.08.012.52122.531050.	Uniforms & Protective Gear	2024	4	INV	Paid	1,532.22	81708 INV808160	K. Hoyla armor panel set, covert carrier	3/29/2024	4/25/2024
LNC5	001.13.117.51541.541110.	Public Prosecutor Services	2024	4	INV	Paid	6,000.00	81709 March 2024	Snoqualmie Prosecutor - March 2024	3/1/2024	4/25/2024
LOUDEDGE	001.28.065.57390.541390.	Advertising, Legal Notices etc	2024	4	INV	Paid	375.00	81710 CO5-040124-A	Loud Edge	4/1/2024	4/25/2024
LOUDEDGE	001.14.118.55730.541390.	Advertising, Legal Notices etc	2024	4	INV	Paid	275.00	81710 CO5-040124-A	Loud Edge	4/1/2024	4/25/2024
LOUDEDGE	012.13.115.57320.541390.	Advertising, Legal Notices etc	2024	4	INV	Paid	525.00	81710 CO5-040124-A	Loud Edge	4/1/2024	4/25/2024
LST	501.23.051.54868.531400.	Tires	2024	4	INV	Paid	58.87	81711 3630060647	Demount, mount, 2 spin balance tires #123 PD SUV	4/16/2024	4/25/2024
LST	501.23.051.54868.531400.	Tires	2024	4	INV	Paid	781.62	81711 36300609151	Trailer replacement tires #421	4/12/2024	4/25/2024
MADRONA	001.04.004.51541.541100.	Outside Legal Services - Gen	2024	4	INV	Paid	31,829.00	81712 12523	Interim City Attorney - Various matters	4/11/2024	4/25/2024
Marine Lumber	001.12.028.57680.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	404.30	81713 16250	4X6 Acza chemonite lumber	3/21/2024	4/25/2024
MARKSOL	001.02.002.51160.541000.	Professional Svcs - General	2024	4	INV	Paid	3,500.00	81714 2198739	2024 council retreat facilitation	4/11/2024	4/25/2024
MATZKEN	001.08.009.52110.541000.	Professional Svcs - General	2024	4	INV	Paid	250.00	81715 4124	N. Long polygraph examination	4/1/2024	4/25/2024
MATZKEN	001.08.009.52110.541000.	Professional Svcs - General	2024	4	INV	Paid	500.00	81715 32624	polygraph examinations-J. Westman, Z. Schmitt	3/26/2024	4/25/2024
MONROECC	403.22.050.53145.548000.	Repair & Maintenance Services	2024	4	INV	Paid	1,140.29	81716 MCC2402.0025	Storm pond fence repair and trash cleanup	3/13/2024	4/25/2024
MP	001.06.007.51423.531000.	Office Supplies	2024	4	INV	Paid	500.12	81717 92618	Envelopes/postage for B&O Tax Return Mailing	4/9/2024	4/25/2024
MP	001.06.007.51423.531000.	Postage & Freight	2024	4	INV	Paid	815.52	81717 92618	Envelopes/postage for B&O Tax Return Mailing	4/9/2024	4/25/2024
MP	001.12.028.59476.563000.	General Parks Signage	2024	4	INV	Paid	220.52	81717 91821	Parks signage replacement	11/27/2023	4/25/2024
MP	001.08.009.52122.549300.	Printing	2024	4	INV	Paid	135.19	81717 92538	Minuteman press business cards	3/28/2024	4/25/2024
MP	001.08.009.52122.549300.	Printing	2024	4	INV	Paid	317.92	81717 92608	G. Horejsi & A. Gutwein business cards	4/5/2024	4/25/2024
MP	014.08.012.52122.549300.	Printing	2024	4	INV	Paid	67.60	81717 92538	Minuteman press business cards	3/28/2024	4/25/2024
MP	401.18.037.53481.531000.	Office Supplies	2024	4	INV	Paid	73.40	81717 92024	Backflow mailings	1/5/2024	4/25/2024
MP	401.18.037.53481.531000.	Office Supplies	2024	4	INV	Paid	286.79	81717 92425	Envelopes for backflow letters	3/11/2024	4/25/2024
MP	401.18.037.53481.542300.	Postage & Freight	2024	4	INV	Paid	73.41	81717 92024	Backflow mailings	1/5/2024	4/25/2024
MP	401.18.037.53481.542300.	Postage & Freight	2024	4	INV	Paid	411.38	81717 92424	Postage for backflow letters	3/11/2024	4/25/2024
NAVIA AP	001.15.034.55850.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	10.35	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	001.05.005.51420.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	4.14	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	001.07.008.55720.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	8.28	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	001.28.056.57120.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	2.90	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	001.01.001.51310.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	4.14	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	001.06.007.51423.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	35.60	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	001.09.014.52220.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	0.41	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	001.06.075.51810.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	5.80	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	001.13.000.51810.541000.	Professional Svcs - General	2024	4	INV	Paid	100.00	81718 10837563	FSA Admin Fees - March	3/28/2024	4/25/2024
NAVIA AP	001.12.019.57680.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	0.83	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	001.12.028.57680.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	26.92	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	001.14.031.55860.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	11.59	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	001.08.009.52110.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	7.78	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024

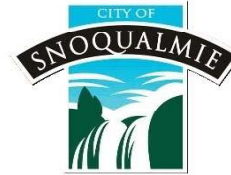
NAVIA AP	001.08.009.52121.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	4.14	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	001.08.009.52122.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	49.27	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	001.08.009.52131.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	8.28	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	001.16.035.54230.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	6.21	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	001.16.019.54290.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	0.83	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	014.08.012.52110.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	4.64	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	014.08.012.52122.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	41.40	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	310.13.200.59418.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	2.19	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	310.13.200.59476.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	3.06	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	310.13.200.59590.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	3.02	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	401.18.019.53410.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	1.45	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	401.18.037.53481.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	10.35	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	401.19.019.53915.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	0.62	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	401.19.039.53935.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	6.21	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	402.20.019.53510.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	1.66	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	402.20.040.53580.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	24.84	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	403.22.019.53110.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	1.24	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	403.22.050.53130.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	12.42	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	403.22.030.53190.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	8.28	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	417.13.200.59431.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	2.69	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	417.13.200.59434.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	5.38	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	417.13.200.59435.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	5.38	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	501.23.019.54861.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	0.41	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	501.23.051.54868.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	6.21	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	502.11.020.51888.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	16.56	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	510.24.019.51820.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	0.21	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NAVIA AP	510.24.053.51820.522300.	HRA Medical Reimbursements	2024	4	INV	Paid	6.21	81718 10837564	HRA Admin Fees - February	3/28/2024	4/25/2024
NB AUTOF	501.23.051.54868.531301.	Repair Parts	2024	4	INV	Paid	1,946.74	81719 Account 6400 3/24	#6400 account invoices for ER&R asset parts	3/25/2024	4/25/2024
NB AUTOG	401.18.037.53481.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	16.33	81720 006287	Allen Wrench	10/5/2023	4/25/2024
New X INC	310.00.000.22340.223400.	Const Contract Retainage	2024	4	INV	Paid	-4,187.50	81721 889	Centennial Flds. Inclusive park constr, retainage	2/29/2024	4/25/2024
New X INC	310.12.609.59476.563013.	All-Ind Playgrnd - Construct	2024	4	INV	Paid	91,203.75	81721 889	Centennial Flds. Inclusive park constr, retainage	2/29/2024	4/25/2024
Nicole Wiebe	001.09.014.52210.549100.	City-Sponsored Expenses	2024	4	INV	Paid	121.31	81722 RE N. Wiebe 4/24	Fire accreditation welcome bags	4/17/2024	4/25/2024
ORKIN	510.24.053.51820.548000.	Repair & Maintenance Services	2024	4	INV	Paid	311.44	81723 257804908	Pest Control	3/18/2024	4/25/2024
ORKIN	510.24.053.51820.548000.	Repair & Maintenance Services	2024	4	INV	Paid	189.48	81723 257804911	Pest Control	3/18/2024	4/25/2024
ORKIN	510.24.053.51820.548000.	Repair & Maintenance Services	2024	4	INV	Paid	241.30	81723 257804911	Pest Control	3/18/2024	4/25/2024
OTAK	310.17.508.59550.541063.	Kimball Ck Bridges -Proff Svcs	2024	4	INV	Paid	1,114.50	81724 000032400306	Prof Svcs-Kimball Crk Bridges design & permitting	3/22/2024	4/25/2024
PACIFICA	001.04.004.51541.541100.	Outside Legal Services - Gen	2024	4	INV	Paid	2,235.00	81725 89388	Ladder Properties Code Enforcement	4/9/2024	4/25/2024
PARAMET	310.17.511.59561.541060.	384th Sidewalk Design	2024	4	INV	Paid	13,249.00	81726 54394	For 384th Ave. Sewer/sidewalk Design Svcs.	3/27/2024	4/25/2024
PARAMET	310.17.511.59561.541060.	384th Sidewalk Design	2024	4	INV	Paid	1,026.07	81726 51047 void/Re-issue	384th sidewalk design services Void check 80983	12/14/2023	4/25/2024
PARAMET	417.13.416.59435.541060.	Design Services	2024	4	INV	Paid	13,249.00	81726 54394	For 384th Ave. Sewer/sidewalk Design Svcs.	3/27/2024	4/25/2024
PARAMET	417.13.416.59435.541060.	Design Services	2024	4	INV	Paid	1,026.06	81726 51047 void/Re-issue	384th sidewalk design services Void check 80983	12/14/2023	4/25/2024
Pease & Sons, Inc	417.13.454.59435.563000.	WRF Improve Construction	2024	4	INV	Paid	129,708.07	81727 8056-05	Kimball creek lift station improvements	3/15/2024	4/25/2024
PEI	001.14.031.55860.541040.	Engineering Services	2024	4	INV	Paid	468.75	81728 00023042.0000-8	Sandy Cove	3/12/2024	4/25/2024
PEI	001.14.031.55860.541040.	Engineering Services	2024	4	INV	Paid	8,530.50	81728 20220203.0000-10	Comp Plan	3/11/2024	4/25/2024
PEI	001.14.032.55860.541040.	Engineering Services	2024	4	INV	Paid	1,566.76	81728 00022222.0000-223	Parcel 522	3/12/2024	4/25/2024
PEI	001.14.032.55860.541040.	Engineering Services	2024	4	INV	Paid	4,077.06	81728 00023042.0000-238	Engineering services	3/12/2024	4/25/2024
PERFSYS	001.09.014.52220.541000.	Professional Svcs - General	2024	4	INV	Paid	152.47	81729 12586874	Extinguishers Service Call	2/29/2024	4/25/2024
PF&SINC	401.18.037.53481.548000.	Repair & Maintenance Services	2024	4	INV	Paid	109.44	81730 101364	Quarterly fire alarm monitoring 4/24-6/24	3/24/2024	4/25/2024
PF&SINC	510.24.053.51820.548000.	Repair & Maintenance Services	2024	4	INV	Paid	231.96	81730 101400	Fire/burglar alarm repair & monitoring	3/24/2024	4/25/2024
PF&SINC	510.24.053.51820.548000.	Repair & Maintenance Services	2024	4	INV	Paid	280.96	81730 100593	Fire/Burglar alarm	3/24/2024	4/25/2024
PLATT	001.12.028.57680.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	727.49	81731 4K74772	Spider BX Temp	9/28/2023	4/25/2024
PLATT	001.12.028.57680.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	164.26	81731 4N47805	Rab LNDPC Bullet	11/1/2023	4/25/2024
PLATT	001.12.028.57680.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	187.54	81731 4N47901	4 Pin Vertical	10/24/2023	4/25/2024
PLATT	001.12.028.57680.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	112.53	81731 4N53456	4 Pin Vertical	11/1/2023	4/25/2024
PLATT	001.12.028.57680.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	175.35	81731 4R22628	4' LED Tunable strip	12/14/2023	4/25/2024
POA	502.11.020.51888.545200.	Rent - Furniture & Equipment	2024	4	INV	Paid	137.66	81732 CSQ-1623	Monthly lease and Sales tax	4/15/2024	4/25/2024
POA	502.11.020.59118.577004.	Copiers/Printers Lease Prin	2024	4	INV	Paid	1,552.91	81732 CSQ-1623	Monthly lease and Sales tax	4/15/2024	4/25/2024
POA-OR	502.11.021.51888.531800.	Minor Info Tech Software	2024	4	INV	Paid	381.15	81733 080904	New Konica C450 Printer License	3/6/2024	4/25/2024
POA-OR	502.11.020.51888.545200.	Rent - Furniture & Equipment	2024	4	INV	Paid	137.66	81733 CSQ-1523	Copier lease and sales tax	3/15/2024	4/25/2024
POA-OR	502.11.020.51888.545200.	Rent - Furniture & Equipment	2024	4	INV	Paid	24.44	81733 085725	Copier kit overage	3/8/2024	4/25/2024
POA-OR	502.11.020.51888.545200.	Rent - Furniture & Equipment	2024	4	INV	Paid	887.98	81733 117921	Copier kit overage	3/24/2024	4/25/2024
POA-OR	502.11.020.51888.545200.	Rent - Furniture & Equipment	2024	4	INV	Paid	35.37	81733 155703	Copier kit overage	4/8/2024	4/25/2024

POA-OR	502.11.020.59118.577004.	Copiers/Printers Lease Prin	2024	4	INV	Paid	1,552.91	81733 CSQ-1523	Copier lease and sales tax	3/15/2024	4/25/2024
PRE-EMPL	001.06.075.51810.541420.	HR-Related Services	2024	4	INV	Paid	14.90	81734 368146	Background check for new employee	8/31/2023	4/25/2024
PRE-EMPL	001.06.075.51810.541420.	HR-Related Services	2024	4	INV	Paid	14.90	81734 370135	Background check for new employee	10/31/2023	4/25/2024
PRE-EMPL	001.06.075.51810.541420.	HR-Related Services	2024	4	INV	Paid	59.60	81734 375135	Background check for 4 new employees	3/31/2024	4/25/2024
PRO-TOW	014.08.012.52122.541000.	Professional Svcs - General	2024	4	INV	Paid	840.97	81735 43571 void/re-issue	Evidence Impound 23N-4731 (Void 81447)	1/5/2024	4/25/2024
PROFORCE	014.08.012.52150.535400.	Police Firearms & Weapons	2024	4	INV	Paid	1,068.07	81736 546120	N. Schulgen & M. Sanchez- Police Firearms, Weaponry	4/3/2024	4/25/2024
PROSPECT	417.13.454.59435.563000.	WRF Improve Construction	2024	4	INV	Paid	1,286,150.39	81737 pay estimate #7	Construction through 4/24 for WRF phase 3	4/1/2024	4/25/2024
PSE	001.12.028.57680.547100.	Electricity	2024	4	INV	Paid	233.22	81738 002042 4/24	Electricity	4/5/2024	4/25/2024
PSE	001.12.028.57680.547100.	Electricity	2024	4	INV	Paid	3,825.22	81738 007355 4/24	Electricity	4/5/2024	4/25/2024
PSE	001.08.009.52150.547100.	Electricity	2024	4	INV	Paid	2,624.55	81738 002083 3/24	PD Building electric & natural gas	3/25/2024	4/25/2024
PSE	001.16.035.54263.547100.	Electricity	2024	4	INV	Paid	9,670.93	81738 001499 4/24	Electricity	4/5/2024	4/25/2024
PSE	001.16.035.54263.547100.	Electricity	2024	4	INV	Paid	24.06	81738 431306 4/24	Electricity	4/5/2024	4/25/2024
PSE	001.16.035.54263.547100.	Electricity	2024	4	INV	Paid	12.09	81738 456550 4/24	Electricity	4/5/2024	4/25/2024
PSE	001.16.035.54263.547100.	Electricity	2024	4	INV	Paid	18.46	81738 577403 4/24	Electricity	4/5/2024	4/25/2024
PSE	001.16.035.54263.547100.	Electricity	2024	4	INV	Paid	16.29	81738 577445 4/24	Electricity	4/5/2024	4/25/2024
PSE	001.16.035.54263.547100.	Electricity	2024	4	INV	Paid	120.95	81738 617464 4/24	Electricity	4/5/2024	4/25/2024
PSE	001.16.035.54263.547100.	Electricity	2024	4	INV	Paid	1,555.99	81738 639966 4/24	Electricity	4/5/2024	4/25/2024
PSE	001.16.035.54263.547100.	Electricity	2024	4	INV	Paid	34.74	81738 742043 4/24	Electricity	4/5/2024	4/25/2024
PSE	001.16.035.54263.547100.	Electricity	2024	4	INV	Paid	74.98	81738 780111 4/24	Electricity	4/5/2024	4/25/2024
PSE	001.16.035.54263.547100.	Electricity	2024	4	INV	Paid	11.90	81738 780137 4/24	Electricity	4/5/2024	4/25/2024
PSE	401.18.037.53481.547100.	Electricity	2024	4	INV	Paid	8,814.07	81738 004220 4/24	Electricity	4/5/2024	4/25/2024
PSE	401.18.037.53481.547100.	Electricity	2024	4	INV	Paid	20.65	81738 037989 4/24	Electricity	4/5/2024	4/25/2024
PSE	401.18.037.53482.547100.	Electricity	2024	4	INV	Paid	2,104.88	81738 004220 4/24	Electricity	4/5/2024	4/25/2024
PSE	401.19.039.53935.547100.	Electricity	2024	4	INV	Paid	621.22	81738 002042 4/24	Electricity	4/5/2024	4/25/2024
PSE	401.19.039.53935.547100.	Electricity	2024	4	INV	Paid	11.95	81738 103385 4/24	Electricity	4/5/2024	4/25/2024
PSE	401.19.039.53935.547100.	Electricity	2024	4	INV	Paid	4,146.66	81738 436232 4/24	Electricity	4/5/2024	4/25/2024
PSE	401.19.039.53935.547100.	Electricity	2024	4	INV	Paid	12.89	81738 794782 4/24	Electricity	4/5/2024	4/25/2024
PSE	402.20.045.53565.547100.	Electricity	2024	4	INV	Paid	41.08	81738 007124 4/24	Electricity	4/5/2024	4/25/2024
PSE	402.20.045.53565.547100.	Electricity	2024	4	INV	Paid	8,384.32	81738 010656 4/24	Electricity	4/5/2024	4/25/2024
PSE	402.20.045.53565.547100.	Electricity	2024	4	CRM	Paid	-28.96	81738 241392 4/24	Electricity	4/5/2024	4/25/2024
PSE	402.20.045.53565.547100.	Electricity	2024	4	INV	Paid	276.70	81738 241418 4/24	Electricity	4/5/2024	4/25/2024
PSE	402.20.040.53580.547100.	Electricity	2024	4	INV	Paid	2,481.88	81738 010474 4/24	Electricity	4/5/2024	4/25/2024
PSE	402.20.040.53580.547100.	Electricity	2024	4	INV	Paid	22,148.97	81738 010656 4/24	Electricity	4/5/2024	4/25/2024
PSE	510.24.053.51820.547100.	Electricity	2024	4	INV	Paid	331.91	81738 005615 4/24	Electricity	4/5/2024	4/25/2024
PSE	510.24.053.51820.547100.	Electricity	2024	4	INV	Paid	389.87	81738 010474 4/24	Electricity	4/5/2024	4/25/2024
PSE	510.24.053.51820.547100.	Electricity	2024	4	INV	Paid	467.15	81738 133972 4/24	Electricity	4/5/2024	4/25/2024
PSE	510.24.053.51820.547100.	Electricity	2024	4	INV	Paid	104.08	81738 198066 4/24	Electricity	4/5/2024	4/25/2024
PSE	510.24.053.51820.547100.	Electricity	2024	4	INV	Paid	51.10	81738 198082 4/24	Electricity	4/5/2024	4/25/2024
PSE	510.24.053.51820.547100.	Electricity	2024	4	INV	Paid	11.62	81738 400820 4/24	Electricity	4/5/2024	4/25/2024
PSE	510.24.053.51820.547100.	Electricity	2024	4	INV	Paid	71.36	81738 549936 4/24	Electricity	4/5/2024	4/25/2024
PSRFA	501.23.051.54868.548000.	Repair & Maintenance Services	2024	4	INV	Paid	5,989.19	81739 7832	Fire Apparatus Repair and Service	4/1/2024	4/25/2024
REBECCAD	001.06.075.51810.541120.	Legal Consulting Svcs - HR	2024	4	INV	Paid	4,177.30	81740 1449	Legal services: Payroll investigation	4/1/2024	4/25/2024
Resourceful Complian	001.06.075.51810.541420.	HR-Related Services	2024	4	INV	Paid	58.46	81741 605582	2024 WA state & federal posters	2/8/2024	4/25/2024
RH2	401.18.019.53410.541000.	Professional Svcs - General	2024	4	INV	Paid	1,656.15	81742 94258	RH2 Engineering	1/10/2024	4/25/2024
RH2	402.20.019.53510.541000.	Professional Svcs - General	2024	4	INV	Paid	1,656.14	81742 94258	RH2 Engineering	1/10/2024	4/25/2024
RH2	417.13.455.59435.541060.	Eagle Lake Reclam Design	2024	4	INV	Paid	24,635.28	81742 94258	RH2 Engineering	1/10/2024	4/25/2024
ROBERTH	001.06.007.51423.541190.	Temporary Agency Personnel	2024	4	INV	Paid	2,148.30	81743 63380174	Contractor Dewar-Finance week ending 3/22/24	3/26/2024	4/25/2024
ROBERTH	001.06.007.51423.541190.	Temporary Agency Personnel	2024	4	INV	Paid	2,170.00	81743 63410218	Temp Agency - Contractor Dewar	4/2/2024	4/25/2024
ROBERTH	001.06.007.51423.541190.	Temporary Agency Personnel	2024	4	INV	Paid	2,169.46	81743 63439696	Contractor Dewar - Finance week ending 4-5-24	4/9/2024	4/25/2024
SAFE	001.15.034.55850.541000.	Professional Svcs - General	2024	4	INV	Paid	1,767.00	81744 306426	Building inspections services	3/31/2024	4/25/2024
Samantha Brumfield	001.06.075.51810.541420.	HR-Related Services	2024	4	INV	Paid	13.98	81745 RE S Brumfield 4/24	reimbursement S. Brumfield	4/3/2024	4/25/2024
Samantha Brumfield	001.06.075.51810.543000.	Training & Travel	2024	4	INV	Paid	108.27	81745 RE S. Brumfield 4/24	Mileage for AWC Healthy worksite summit	3/26/2024	4/25/2024
Sayr Contractors	001.12.028.57680.548000.	Repair & Maintenance Services	2024	4	INV	Paid	2,135.66	81746 29569	RR Park Electrical and Stairs Repair- Mar - Final	3/31/2024	4/25/2024
SEAAUTO	501.23.051.54868.531301.	Repair Parts	2024	4	INV	Paid	126.72	81747 55-8960870	replacement front drive axle #109 police SUV	4/8/2024	4/25/2024
SEATIMES	001.05.005.51420.541330.	Ordinance Publication	2024	4	INV	Paid	70.00	81748 75032	Ordinance 1289	3/21/2024	4/25/2024
SEATIMES	001.06.075.51810.541420.	HR-Related Services	2024	4	INV	Paid	1,480.00	81748 46535	Ad #'s 369677 & 373269 - Recruitment for PD and FD	10/31/2023	4/25/2024
SEATIMES	001.14.031.55860.541390.	Advertising, Legal Notices etc	2024	4	INV	Paid	52.50	81748 74257	Seattle times publication	3/6/2024	4/25/2024
Seattle's Child	001.14.118.55730.541390.	Advertising, Legal Notices etc	2024	4	INV	Paid	900.00	81749 2024c+2260	Social Media Marketing-All Inclusive Park	4/1/2024	4/25/2024
SHERRILL	403.22.030.53190.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	224.98	81750 INV-956512	Replacement blades for polesaw	3/27/2024	4/25/2024
SHERRILL	403.22.030.53190.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	569.99	81750 INV-956876	Polesaw	3/28/2024	4/25/2024
SHI INT	502.11.021.51888.548860.	Hardware-Software Maintenance	2024	4	INV	Paid	395.15	81751 818021730	ManagEngine annual subscription for secure server	2/29/2024	4/25/2024
SNOQV5	014.08.012.52122.532100.	Gasoline/Diesel Fuel	2024	4	INV	Paid	3,721.50	81752 8008	Gasoline & Diesel Fuel	4/4/2024	4/25/2024

SNOQ VS	501.23.051.54868.532100.	Gasoline/Diesel Fuel	2024	4	INV	Paid	10,324.83	81752 8008	Gasoline & Diesel Fuel	4/4/2024	4/25/2024
South Sound Poly	001.08.009.52110.541000.	Professional Svcs - General	2024	4	INV	Paid	900.00	81753 24016	Polygraph exam - K. Williams, G. Horejsi, K. Benko	2/29/2024	4/25/2024
SPOK	401.19.039.53935.542000.	Telephone Service	2024	4	INV	Paid	29.03	81754 H03038780	Irrigation pager monthly service	3/15/2024	4/25/2024
Stephanie Butler	001.08.009.52140.543000.	Training & Travel	2024	4	INV	Paid	410.35	81755 RE S. Butler 4/24	Mileage, per diem, baggage for conference	12/12/2023	4/25/2024
Syndicated Media	001.06.075.51810.541420.	HR-Related Services	2024	4	INV	Paid	695.00	81756 457974	Recruitment Ad	2/13/2024	4/25/2024
SYSDSIG	001.09.014.52270.541090.	BLS Customer Billing Services	2024	4	INV	Paid	847.48	81757 20240281	EMS January	3/20/2024	4/25/2024
TODDSTOW	014.08.012.52122.541000.	Professional Svcs - General	2024	4	INV	Paid	1,925.00	81758 46624	PD impound Blk Jeep Wrangler 24N-0614	2/13/2024	4/25/2024
TPWI	510.24.053.51820.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	106.78	81759 INV104813	Facility parts and supplies	4/3/2024	4/25/2024
TRANSU	001.08.009.52110.549200.	Dues-Subscriptions-Memberships	2024	4	INV	Paid	204.73	81760 944321-202403-1	credit check current & contract chgs, March	4/1/2024	4/25/2024
TSI LW	401.18.037.53482.548000.	Repair & Maintenance Services	2024	4	INV	Paid	696.96	81761 24-045-001	599 reservoir and Jacobia pump 6	3/20/2024	4/25/2024
TSI LW	401.18.037.53482.548000.	Repair & Maintenance Services	2024	4	INV	Paid	14,554.70	81761 8162-008	NWTP & cell modem work, CS tank level	3/27/2024	4/25/2024
TYLERTEC	350.13.023.59418.541000.	Professional Svcs - General	2024	4	INV	Paid	3,000.00	81762 045-458209	Tyler AP checks/invoice conversion	2/29/2024	4/25/2024
TYLERTEC	502.11.023.59418.564000.	Financial System Software	2024	4	INV	Paid	66,348.98	81762 045-459500	Tyler Munis Contract - Subscription fees	3/1/2024	4/25/2024
UFS/BART	403.22.030.53190.541000.	Professional Svcs - General	2024	4	INV	Paid	1,900.00	81763 2024-1336	Assessment of forest stands	3/29/2024	4/25/2024
UULC	401.18.037.53481.541000.	Professional Svcs - General	2024	4	INV	Paid	127.76	81764 4020232	February 2024 locating services	2/29/2024	4/25/2024
VALLEYD	001.13.117.51591.541111.	Public Defender Services	2024	4	INV	Paid	6,650.00	81765 Mar-24	Public defense services-Snoqualmie cases-March 24'	4/1/2024	4/25/2024
VERIZ 3	502.11.020.51888.542010.	Cellular Telephone	2024	4	INV	Paid	2,236.72	81766 995936888	PD Cell phones - Feb 17 2024-Mar 16 2024	3/16/2024	4/25/2024
VERIZCS	502.11.020.51888.542010.	Cellular Telephone	2024	4	INV	Paid	7,285.19	81767 9959325791	Monthly cellular telephone service	3/16/2024	4/25/2024
VISIONQ	510.24.053.51820.548000.	Repair & Maintenance Services	2024	4	INV	Paid	775.00	81768 1295	Window and Louver cleaning City Hall & PD	1/26/2024	4/25/2024
VISIONQ	510.24.053.51820.548000.	Repair & Maintenance Services	2024	4	INV	Paid	275.00	81768 1296	Window cleaning City Hall & PD	1/26/2024	4/25/2024
VISIONQ	510.24.053.51820.548000.	Repair & Maintenance Services	2024	4	INV	Paid	775.00	81768 1335	Window and louver cleaning City Hall & PD	3/20/2024	4/25/2024
VISIONQ	510.24.053.51820.548000.	Repair & Maintenance Services	2024	4	INV	Paid	275.00	81768 1336	Window and louver cleaning City Hall & PD	3/20/2024	4/25/2024
WEC	403.22.030.53190.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	1,022.97	81769 16311576	Herbicide injection lance and shells	3/28/2024	4/25/2024
WED	501.23.051.54868.531301.	Repair Parts	2024	4	INV	Paid	436.33	81770 7325074-00	Toro mower #442 3500d safety switches	3/19/2024	4/25/2024
WESTPAY	001.08.009.52110.549200.	Dues-Subscriptions-Memberships	2024	4	INV	Paid	216.11	81771 849973501	Clear research database monthly fee 3/24	4/1/2024	4/25/2024
WLACE	001.12.028.57680.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	153.65	81772 15311462	Rakes, hoe and shovel	3/11/2024	4/25/2024
WLACE	001.12.028.57680.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	1,266.78	81772 15311480	M18 2 PC kit drill etc	3/12/2024	4/25/2024
WLACE	001.12.028.57680.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	28.77	81772 15311513	Ace best 4 way tray set	3/14/2024	4/25/2024
WLACE	401.18.037.53481.531000.	Office Supplies	2024	4	INV	Paid	40.30	81772 15311497	Phone chargers	3/13/2024	4/25/2024
WLACE	401.18.037.53481.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	76.25	81772 15311632	Mixed fuel and hand saws	3/27/2024	4/25/2024
WLACE	403.22.050.53130.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	10.89	81772 15311585	Mortar for storm grate repair	3/22/2024	4/25/2024
WLACE	403.22.030.53190.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	176.54	81772 15311545	Supplies for wetland sign installation	3/19/2024	4/25/2024
WLACE	403.22.030.53190.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	276.66	81772 15311647	Concrete & tools for wetland signs	3/28/2024	4/25/2024
WLACE	510.24.053.51820.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	35.38	81772 15311535	City Hall sound proof project	3/18/2024	4/25/2024
WLACE	510.24.053.51820.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	103.57	81772 15311645	Supplies for cleaning hanging art at City Hall	3/28/2024	4/25/2024
WLACE	510.24.053.51820.531300.	Repair & Maintenance Supplies	2024	4	INV	Paid	42.72	81772 15311703	Stainless steel bolts - City Hall bathroom repair	4/3/2024	4/25/2024
WLACE	510.24.053.51820.531340.	Custodial & Cleaning Supplies	2024	4	INV	Paid	78.10	81772 15311727	Janitorial cleaning supplies	4/5/2024	4/25/2024
WMG	401.19.039.53935.541000.	Professional Svcs - General	2024	4	INV	Paid	4,004.98	81773 21818	Maxicom monitoring services April 2024	3/21/2024	4/25/2024
WML	401.18.037.53481.541000.	Professional Svcs - General	2024	4	INV	Paid	390.00	81774 218716	February 2024 coliform samples	2/29/2024	4/25/2024
WML	401.18.037.53481.541000.	Professional Svcs - General	2024	4	INV	Paid	30.00	81774 213801	July 2023 arsenic sample	8/14/2023	4/25/2024
WML	401.18.037.53481.541000.	Professional Svcs - General	2024	4	INV	Paid	60.00	81774 213822	July 2023 total coliform	8/14/2023	4/25/2024
WSP BF	633.13.000.58930.589305.	Concealed Pistol License Remit	2024	4	INV	Paid	240.75	81775 12405245	fingerprinting background checks- March 2024	4/1/2024	4/25/2024
YM.COM	001.06.075.51810.541420.	HR-Related Services	2024	4	INV	Paid	399.00	81776 866215326	Feb job flash posting on yourmembership.com	2/5/2024	4/25/2024

Accounts Payable

Blanket Voucher Approval Document



User: THolden
 Printed: 04/25/2024 - 3:15PM
 Warrant Request Date: 4/25/2024
 DAC Fund:

Batch: 00003.04.2024 - UB Refunds 4-25-2024

City of Snoqualmie

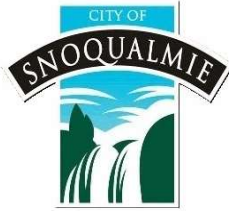
Claims presented to the City to be paid in the amount of \$ 1,116.62,
 for claims warrants numbered 62443 through 62447 & dated 4/25/2024.

Line	Claimant	Voucher No.	Amount
1	Boyle,Trevor & Lori	000062443	449.91
2	Christman,Peter	000062444	190.15
3	Jefson,Amanda	000062445	353.93
4	Liu,Nansong	000062446	102.63
5	McCabe,David	000062447	20.00
			Page Total:
			\$1,116.62
			Grand Total:
			\$1,116.62

Accounts Payable

Check Detail

User: THolden
Printed: 04/29/2024 - 8:38AM



Check Number Check Date **Amount**

UB*03169 - Boyle, Trevor & Lori Line Item Account

62443 04/25/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2024	Refund Check	001-00-000-213-10-00-000	6.26
04/18/2024	Refund Check	402-00-000-213-10-00-000	140.80
04/18/2024	Refund Check	001-00-000-213-10-00-000	12.68
04/18/2024	Refund Check	001-00-000-213-10-00-000	4.27
04/18/2024	Refund Check	403-00-000-213-10-00-000	47.54
04/18/2024	Refund Check	401-00-000-213-10-00-000	238.36

Inv Total 449.91

62443 Total: 449.91

UB*03169 - Boyle, Trevor & Lori Total:

449.91

UB*03166 - Christman, Peter Line Item Account

62444 04/25/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2024	Refund Check	401-00-000-213-10-00-000	190.15

Inv Total 190.15

62444 Total: 190.15

UB*03166 - Christman, Peter Total:

190.15

UB*03170 - Jefson, Amanda Line Item Account

62445 04/25/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2024	Refund Check	401-00-000-213-10-00-000	353.93

Inv Total 353.93

62445 Total: 353.93

UB*03170 - Jefson, Amanda Total:

353.93

UB*03167 - Liu, Nansong Line Item Account

62446 04/25/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2024	Refund Check	401-00-000-213-10-00-000	102.63

Inv Total 102.63

62446 Total: 102.63

UB*03167 - Liu, Nansong Total:

102.63

UB*03168 - McCabe, David Line Item Account

62447 04/25/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2024	Refund Check	001-00-000-213-10-00-000	0.51
04/18/2024	Refund Check	001-00-000-213-10-00-000	0.85
04/18/2024	Refund Check	402-00-000-213-10-00-000	9.44
04/18/2024	Refund Check	403-00-000-213-10-00-000	3.19
04/18/2024	Refund Check	001-00-000-213-10-00-000	0.29
04/18/2024	Refund Check	401-00-000-213-10-00-000	5.72

Inv Total 20.00

62447 Total: 20.00

UB*03168 - McCabe, David Total:

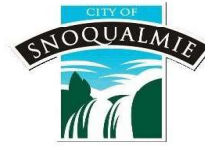
20.00

Total: 1,116.62



Payroll
Blanket Voucher Document

Claims presented to the City to be paid on *04/08/2024* in the amount of *\$352,116.03* which includes claim warrants numbered ___ - _____ through ___ - _____, totaling *\$0.00* and direct deposits totaling *\$352,116.03*.



ACH Check Register

User: 'Ttreptow'
 Printed: 04/18/2024 - 3:58PM
 Batch: 00002.04
 Include Partial: TRUE

Check Date	Check	Partial ACH	Employee Name	Amount
04/22/2024	0	False	Bryan Holloway	483.05
04/22/2024	0	False	Catherine Cotton	434.69
04/22/2024	0	False	Louis Washington	334.69
04/22/2024	0	False	Ethan Benson	434.69
04/22/2024	0	False	Jolyon Johnson	434.69
04/22/2024	0	False	Robert Wotton	284.69
04/22/2024	0	False	Cara Christensen	434.69
04/22/2024	0	False	Katherine Ross	1,920.62
04/22/2024	0	False	Deana Dean	3,882.93
04/22/2024	0	False	Tania Holden	3,219.50
04/22/2024	0	False	Jimmie Betts Jr.	2,957.10
04/22/2024	0	False	Brendon Ecker	2,449.25
04/22/2024	0	False	Andrew Latham	2,878.89
04/22/2024	0	False	Andrew Jongekryg	2,338.98
04/22/2024	0	False	Lafleche Lacroix	4,103.05
04/22/2024	0	False	Samantha Brumfield	1,693.06
04/22/2024	0	False	Kimberly Johnson	3,682.48
04/22/2024	0	False	Nicole Wiebe	2,468.74
04/22/2024	0	False	Andrew Bouta	4,418.79
04/22/2024	0	False	Jennifer Hughes	3,337.40
04/22/2024	0	False	Heather Florida	2,550.09
04/22/2024	0	False	Gerald Knutsen	3,637.54
04/22/2024	0	False	Kyla Henderson	3,022.89
04/22/2024	0	False	Janna Walker	3,391.70
04/22/2024	0	False	Tami Wood	3,020.43
04/22/2024	0	False	Gail Folkins	2,320.43
04/22/2024	0	False	Danna McCall	3,813.78
04/22/2024	0	False	Brian Lynch	4,572.47
04/22/2024	0	False	Melinda Black	3,012.71
04/22/2024	0	False	Stephanie Butler	3,114.42
04/22/2024	0	False	Austin Gutwein	4,340.06
04/22/2024	0	False	Joseph Spears	5,700.64
04/22/2024	0	False	Michael Peter	3,434.56
04/22/2024	0	False	Max Bostick	2,414.64
04/22/2024	0	False	Pamela Mandery	5,400.34
04/22/2024	0	False	James Aguirre	4,092.24
04/22/2024	0	False	Michael Liebetrau	2,403.16
04/22/2024	0	False	Kobe Hoyla	2,193.14
04/22/2024	0	False	Craig Miller	6,796.54
04/22/2024	0	False	Daniel Moate	4,341.05
04/22/2024	0	False	Marcus Sanchez	4,212.01
04/22/2024	0	False	Joseph Meadows	3,388.95
04/22/2024	0	False	Cory Hendricks	3,662.17
04/22/2024	0	False	Nicholas Schulgen	3,646.89
04/22/2024	0	False	William Natkha	2,236.93
04/22/2024	0	False	Erik Rasmussen	2,522.46
04/22/2024	0	False	Chase Smith	3,857.96
04/22/2024	0	False	James Kaae	4,297.33
04/22/2024	0	False	Jason Weiss	6,898.68
04/22/2024	0	False	Nigel Draveling	2,946.92
04/22/2024	0	False	Dmitriy Vladis	4,505.50
04/22/2024	0	False	Christopher Werre	4,398.57
04/22/2024	0	False	Gary Horejsi	3,776.15
04/22/2024	0	False	Philip Bennett	3,799.66
04/22/2024	0	False	Justin Ren	2,834.36
04/22/2024	0	False	Kerry O'Neil	3,051.70
04/22/2024	0	False	Dalton Hawk	2,666.80

04/22/2024	0	False	Jason Battles	3,765.86
04/22/2024	0	False	Neil MacVicar	2,590.02
04/22/2024	0	False	Jorge Orozco	3,108.95
04/22/2024	0	False	Austin Hilton	2,519.44
04/22/2024	0	False	Ryan Barnett	3,481.48
04/22/2024	0	False	Michael Chambless	5,666.77
04/22/2024	0	False	Kyle Markwardt	2,192.63
04/22/2024	0	False	Christine Iverson Stinson	2,415.85
04/22/2024	0	False	Lyle Beach	4,449.15
04/22/2024	0	False	Patrick Fry	4,078.56
04/22/2024	0	False	Jeffrey Hamlin	4,932.34
04/22/2024	0	False	Andrew Vining	3,895.10
04/22/2024	0	False	Hind Ahmed	3,967.88
04/22/2024	0	False	Thomas Holmes	5,124.64
04/22/2024	0	False	Alec Bagley	2,447.05
04/22/2024	0	False	Joan Quade	2,206.02
04/22/2024	0	False	Ryan Dalziel	3,067.26
04/22/2024	0	False	Thai Pham	3,130.45
04/22/2024	0	False	Jason George	4,786.62
04/22/2024	0	False	Kevin Halbert	2,832.62
04/22/2024	0	False	Timothy Barrett	3,249.56
04/22/2024	0	False	Donald Harris	4,525.13
04/22/2024	0	False	Kevin Snyder	3,889.46
04/22/2024	0	False	Kenneth Knowles	3,859.77
04/22/2024	0	False	Christopher Wilson	3,195.33
04/22/2024	0	False	Todd Shinn	4,209.17
04/22/2024	0	False	Matthew Hedger	3,813.23
04/22/2024	0	False	Richard Allen Hebel	2,345.02
04/22/2024	0	False	John Cooper	3,754.60
04/22/2024	0	False	Emily Arteche	4,728.93
04/22/2024	0	False	Ashley Wragge	2,264.86
04/22/2024	0	False	Ilyse Treptow	3,123.51
04/22/2024	0	False	Rebecca Buelna	2,573.98
04/22/2024	0	False	Dylan Gamble	2,933.77
04/22/2024	0	False	Michael Bailey	5,740.54
04/22/2024	0	False	Jessica Rellamas	1,445.95
04/22/2024	0	False	Tylor Fischer	2,759.87
04/22/2024	0	False	Zachary Schumann	3,239.13
04/22/2024	0	False	Jacob Fouts	4,268.50
04/22/2024	0	False	Darby Summers	3,038.06
04/22/2024	0	False	Theresa Tozier	4,293.53
04/22/2024	0	False	Gregory Heath	4,115.98
04/22/2024	0	False	Albert Wolfe	3,421.40
04/22/2024	0	False	Nicholas Lathrop	3,111.12
04/22/2024	0	False	Matthew West	6,061.44
04/22/2024	0	False	Robert Lasswell	4,598.26
04/22/2024	0	False	Benjamin Parker	5,131.42
04/22/2024	0	False	Peter O'Donnell	3,297.97

Partial 0.00

ACH:

Regular 352,116.03

ACH:

Total 105 Total: 352,116.03

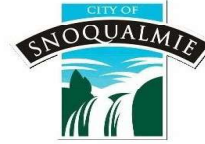


Payroll
Blanket Voucher Document

Claims presented to the City to be paid on *04/08/2024* in the amount of *\$4,742.51* which includes claim warrants numbered ____ - _____ through ____ - _____, totaling *\$0.00* and direct deposits totaling *\$4,742.51*.

ACH Check Register

User: 'Ttreptow'
 Printed: 04/18/2024 - 4:46PM
 Batch: 00003.04
 Include Partial: TRUE



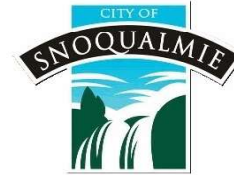
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04/22/2024	0	False	Jesse Curlee	433.39
04/22/2024	0	False	Bir Davinder Badesha	216.69
04/22/2024	0	False	Joshua Phahongchanh	410.58
04/22/2024	0	False	Johnny Mutyaba	244.07
04/22/2024	0	False	Kristen Favro	843.98
04/22/2024	0	False	John-Louis Solms	216.69
04/22/2024	0	False	Kathleen Anthony	460.77
04/22/2024	0	False	Mary Beinrer	643.25
04/22/2024	0	False	Thomas Walker	433.39
04/22/2024	0	False	Anna Meehan	428.81
04/22/2024	0	False	Joshua Demetrescu	410.89

Partial ACH: 0.00
 Regular ACH: 4,742.51
 Total: 4,742.51

Total 11

Accounts Payable

Blanket Voucher Approval Document



User: ITreptow
 Printed: 04/23/2024 - 1:52PM
 Warrant Request Date: 4/22/2024
 DAC Fund:

Batch: 00002.04.2024 - PV 4/22/2024

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$ 265,080.48, for
 claims warrants numbered 62437 through 62442 & dated 4/22/2024.

Line	Claimant	Voucher No.	Amount
1	CITY OF SNOQUALMIE	000062437	476.68
2	Dept of Retirement Syst.-PERS	000000000	46,409.01
3	Dept. of Labor & Industries	000000000	16,253.55
4	Dept. of Retirement Syst.- DCP	000000000	22,072.42
5	Dept. of Retirement Syst.- PSERS	000000000	1,375.08
6	Dept. of Retirement Syst.-LEOFF	000000000	29,334.83
7	Employment Security Dept.	000000000	2,501.77
8	Employment Security Dept.	000000000	3,867.04
9	Employment Security Dept.	000000000	1,022.97
10	IAFF Firepac-Political Affairs Dept.	000062438	2.09
11	IAFF LOCAL #2878	000062439	1,346.11
12	ICMA Retirement Trust -303907	000000000	2,200.00
13	IRS-Payroll EFTPS	000000000	133,143.01
14	Office of Support Enforcement - DSHS	000000000	1,434.17
15	Snoqualmie Police Association	000062440	800.00
16	Teamsters Local Union #763	000062441	2,123.75
17	Voya Institutional Trust Company	000000000	225.00
18	Western States Police Medical Trust	000062442	493.00

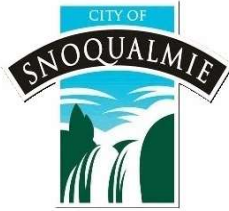
Page Total: \$265,080.48

Grand Total: \$265,080.48

Accounts Payable

Check Detail

User: THolden
Printed: 04/30/2024 - 12:50PM



Check Number Check Date **Amount**

90099 - CITY OF SNOQUALMIE Line Item Account

62437	04/22/2024			
		Inv		
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
04/18/2024	PR Batch 00002.04.2024 FSA		631-00-000-231-50-15-000	476.68
		Inv Total		476.68
62437 Total:				476.68

90099 - CITY OF SNOQUALMIE Total: 476.68

90070 - Dept of Retirement Syst.-PERS Line Item Account

0	04/22/2024			
		Inv		
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
04/18/2024	PR Batch 00002.04.2024 PERS 3 Employee		631-00-000-231-50-16-000	2,506.13
04/18/2024	PR Batch 00002.04.2024 PERS2 Employee		631-00-000-231-50-16-000	15,979.33
04/18/2024	PR Batch 00002.04.2024 PERS 2 Employer		631-00-000-231-50-16-000	23,943.85
04/18/2024	PR Batch 00002.04.2024 PERS 3 Employer		631-00-000-231-50-16-000	3,979.70
		Inv Total		46,409.01
0 Total:				46,409.01

90070 - Dept of Retirement Syst.-PERS Total: 46,409.01

90010 - Dept. of Labor & Industries Line Item Account

0	04/22/2024			
		Inv		
<u>Line Item Date</u>	<u>Line Item Description</u>		<u>Line Item Account</u>	
04/18/2024	PR Batch 00002.04.2024 L&I Employee		631-00-000-231-50-73-000	2,407.70
04/18/2024	PR Batch 00002.04.2024 L&I Employer		631-00-000-231-50-73-000	13,845.85
		Inv Total		16,253.55
0 Total:				16,253.55

90010 - Dept. of Labor & Industries Total: 16,253.55

90105 - Dept. of Retirement Syst.- DCP Line Item Account

0 04/22/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2024	PR Batch 00002.04.2024 DCP-Employer	631-00-000-231-50-19-000	5,668.50
04/18/2024	PR Batch 00002.04.2024 Defferd Comp Roth Flat	631-00-000-231-50-19-000	618.50
04/18/2024	PR Batch 00002.04.2024 DCP-Employer-Supplement	631-00-000-231-50-19-000	1,412.50
04/18/2024	PR Batch 00002.04.2024 DCP Flat Employee	631-00-000-231-50-19-000	13,902.50
04/18/2024	PR Batch 00002.04.2024 Deffered Comp Percentage	631-00-000-231-50-19-000	470.42

Inv Total 22,072.42

0 Total: 22,072.42

90105 - Dept. of Retirement Syst.- DCP Total:

22,072.42

90075 - Dept. of Retirement Syst.- PSERS Line Item Account

0 04/22/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2024	PR Batch 00002.04.2024 PSERS Employee	631-00-000-231-50-16-000	556.48
04/18/2024	PR Batch 00002.04.2024 PSERS Employer	631-00-000-231-50-16-000	818.60

Inv Total 1,375.08

0 Total: 1,375.08

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

1,375.08

90030 - Dept. of Retirement Syst.-LEOFF Line Item Account

0 04/22/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2024	PR Batch 00002.04.2024 LEOFF 2 Employee	631-00-000-231-50-16-000	18,066.88
04/18/2024	PR Batch 00002.04.2024 LEOFF 2 Employer	631-00-000-231-50-16-000	11,267.95

Inv Total 29,334.83

0 Total: 29,334.83

90030 - Dept. of Retirement Syst.-LEOFF Total:

29,334.83

90022 - Employment Security Dept. Line Item Account

0 04/22/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2024	PR Batch 00002.04.2024 WA Paid Fam. & Med. Leave	631-00-000-231-50-32-000	2,734.56

04/18/2024	PR Batch 00002.04.2024 WA Paid Fam. & Med. Leave	631-00-000-231-50-32-000	1,093.80
04/18/2024	PR Batch 00002.04.2024 Emp Sec- Unemployment Tax	631-00-000-231-50-50-000	1,022.97
04/18/2024	PR Batch 00003.04.2024 WA Paid Fam. & Med. Leave	631-00-000-231-50-32-000	27.64
04/18/2024	PR Batch 00003.04.2024 WA Cares	631-00-000-231-50-32-000	30.35
04/18/2024	PR Batch 00003.04.2024 WA Paid Fam. & Med. Leave	631-00-000-231-50-32-000	11.04
04/18/2024	PR Batch 00002.04.2024 WA Cares	631-00-000-231-50-32-000	2,471.42

Inv Total 7,391.78

0 Total: 7,391.78

90023 - Employment Security Dept. Total: 7,391.78

90035 - IAFF Firepac-Political Affairs Dept. Line Item Account

62438 04/22/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2024	PR Batch 00002.04.2024 IAFF-FirePac	631-00-000-231-50-50-000	2.09

Inv Total 2.09

62438 Total: 2.09

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

90045 - IAFF LOCAL #2878 Line Item Account

62439 04/22/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2024	PR Batch 00002.04.2024 IAFF-Local 2878 Fire	631-00-000-231-50-21-000	1,346.11

Inv Total 1,346.11

62439 Total: 1,346.11

90045 - IAFF LOCAL #2878 Total: 1,346.11

90100 - ICMA Retirement Trust -303907 Line Item Account

0 04/22/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2024	PR Batch 00002.04.2024 ICMA-Employer	631-00-000-231-50-19-000	712.50
04/18/2024	PR Batch 00002.04.2024 ICMA-Employee	631-00-000-231-50-19-000	1,362.50
04/18/2024	PR Batch 00002.04.2024 ICMA-Employer Supplement	631-00-000-231-50-19-000	125.00

Inv Total 2,200.00

0 Total: 2,200.00

90100 - ICMA Retirement Trust -303907 Total:

2,200.00

90085 - IRS-Payroll EFTPS Line Item Account

0 04/22/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2024	PR Batch 00003.04.2024 Federal Income Tax	631-00-000-231-50-27-000	27.08
04/18/2024	PR Batch 00003.04.2024 Medicare Employer	631-00-000-231-50-27-000	75.80
04/18/2024	PR Batch 00002.04.2024 FICA Employee	631-00-000-231-50-27-000	27,474.81
04/18/2024	PR Batch 00002.04.2024 Medicare Employee	631-00-000-231-50-27-000	7,498.88
04/18/2024	PR Batch 00003.04.2024 FICA Employer	631-00-000-231-50-27-000	324.12
04/18/2024	PR Batch 00003.04.2024 FICA Employee	631-00-000-231-50-27-000	324.12
04/18/2024	PR Batch 00002.04.2024 FICA Employer	631-00-000-231-50-27-000	27,474.81
04/18/2024	PR Batch 00002.04.2024 Medicare Employer	631-00-000-231-50-27-000	7,498.88
04/18/2024	PR Batch 00003.04.2024 Medicare Employee	631-00-000-231-50-27-000	75.80
04/18/2024	PR Batch 00002.04.2024 Federal Income Tax	631-00-000-231-50-27-000	62,368.71

Inv Total 133,143.01

0 Total: 133,143.01

90085 - IRS-Payroll EFTPS Total:

133,143.01

90060 - Office of Support Enforcement - DSHS Line Item Account

0 04/22/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2024	PR Batch 00002.04.2024 Child Support	631-00-000-231-50-30-000	1,434.17

Inv Total 1,434.17

0 Total: 1,434.17

90060 - Office of Support Enforcement - DSHS Total:

1,434.17

90180 - Snoqualmie Police Association Line Item Account

62440 04/22/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2024	PR Batch 00002.04.2024 Police Union Dues	631-00-000-231-50-21-000	800.00

Inv Total 800.00

62440 Total: 800.00

90180 - Snoqualmie Police Association Total:

800.00

90040 - Teamsters Local Union #763 Line Item Account

62441 04/22/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2024	PR Batch 00002.04.2024 Teamsters Union Dues	631-00-000-231-50-21-000	2,123.75

Inv Total 2,123.75

62441 Total: 2,123.75

90040 - Teamsters Local Union #763 Total:

2,123.75

90095 - Voya Institutional Trust Company Line Item Account

0 04/22/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2024	PR Batch 00002.04.2024 Voya-Employer	631-00-000-231-50-19-000	100.00
04/18/2024	PR Batch 00002.04.2024 Voya-Employee	631-00-000-231-50-19-000	125.00

Inv Total 225.00

0 Total: 225.00

90095 - Voya Institutional Trust Company Total:

225.00

90400 - Western States Police Medical Trust Line Item Account

62442 04/22/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2024	PR Batch 00002.04.2024 W States Police Medical Trust	631-00-000-231-50-17-000	493.00

Inv Total 493.00

62442 Total: 493.00

90400 - Western States Police Medical Trust Total:

493.00

Total: 265,080.48






Claims Approval Report

Final Audit Report

2024-05-01

Created:	2024-04-30
By:	Tania Holden (THolden@snoqualmiewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA7_mhIa_87Qb85IngO4aTcB2qYsa-wSqM

"Claims Approval Report" History

-  Document created by Tania Holden (THolden@snoqualmiewa.gov)
2024-04-30 - 10:59:58 PM GMT
-  Document emailed to Jerry Knutsen (JKnutsen@snoqualmiewa.gov) for signature
2024-04-30 - 11:02:42 PM GMT
-  Email viewed by Jerry Knutsen (JKnutsen@snoqualmiewa.gov)
2024-04-30 - 11:04:01 PM GMT
-  Document e-signed by Jerry Knutsen (JKnutsen@snoqualmiewa.gov)
Signature Date: 2024-05-01 - 0:00:12 AM GMT - Time Source: server
-  Agreement completed.
2024-05-01 - 0:00:12 AM GMT

RESOLUTION NO. 1627

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SNOQUALMIE, WASHINGTON, ADOPTING A
COMPREHENSIVE FINANCIAL MANAGEMENT POLICY**

WHEREAS, on March 13, 2006, the Snoqualmie City Council adopted Resolution No. 777, Comprehensive Financial Management Policies (“Financial Policies”); and

WHEREAS, the City Council subsequently amended the Financial Policies twice, via Resolution No. 790 and 849; and

WHEREAS, the Financial Policies are outdated and no longer serve the needs of the City of Snoqualmie, and

WHEREAS, the City Council deems it necessary to revise and update the Financial Policies to establish guidelines necessary to support and sustain a high level of municipal services, achieve fiscal stability, reduce financial risks, establish an effective system of internal controls, and provide financial transparency;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Snoqualmie, Washington, as follows:

Section 1: Comprehensive Financial Management Policy Adopted. The Comprehensive Financial Management Policy dated November 14, 2022 and in the form as set forth in “Exhibit A” attached hereto, is hereby approved and adopted.

Section 2: Prior Policies Repealed. All previously adopted Financial Policies, including those adopted and amended in Resolution Nos. 777, 790 and 849 are hereby repealed.

Section 3. Ordinance Requested. The Mayor and Administration are requested to prepare and present to the City Council for adoption an ordinance repealing or amending, as applicable, any existing provisions of the Snoqualmie Municipal Code that are in conflict with the Comprehensive Financial Management Policy adopted herein and, in the meantime, to refrain from applying or enforcing said conflicting provisions.

Section 4: Effective Date. This resolution, and the Comprehensive Financial Management Policy attached as “Exhibit A” shall be effective immediately upon the adoption of this Resolution.

PASSED by the City Council of the City of Snoqualmie this 14th day of November, 2022.



Katherine Ross, Mayor

Attest:



Deana Dean, City Clerk

Approved as to form:



Bob C. Sterbank, City Attorney



FINANCIAL MANAGEMENT POLICY

**Adopted: November 14, 2022
Resolution 22-1627**

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11.0 RISK MANAGEMENT

1.0 INTRODUCTION AND OBJECTIVES

The financial management policy of the City of Snoqualmie is established by the City Council. The policy is designed to provide guidance to all stakeholders whether they be directly involved in financial processes, internal control oversight, or any financial transaction. The financial management policy is intended to serve as a blueprint to achieve fiscal stability required to accomplish goals and objectives in the city’s Strategic Plan, Comprehensive Plan financial elements, and all master plans.

1.1 Policy Objectives

The City Council sets forth the authorities, responsibilities, and accountability requirements of those participating in the operations of Snoqualmie City government at all levels of the organization and endeavors to:

- Set forth financial principles
- Reduce financial risks to withstand the ups and downs of local and regional economic environments
- Maintain appropriate financial capacity for present and future levels of service
- Ensure the legal use of financial resources through an effective system of internal controls
- Provide financial transparency to the public

1.1.1 Financial Procedures

Financial management policy is guideline for financial decision making; whereas financial procedures are separate and cover the detailed steps needed for the administration and management to accomplish business processes. The Finance Director will establish financial procedures to complement policy and align the day-to-day work performed by all city staff.

2.0 RESERVES AND FUND BALANCE

Reserves provide the City of Snoqualmie with options to respond to unexpected issues and provide a buffer against minor fiscal challenges. It is the intent of the City to provide a stable financial environment for which its residents can depend on a consistent and quality level of service and for planned future expenditures. The Finance Director is responsible for monitoring reserve levels and reporting current and projected reserves during each budget development cycle.

2.1 Fund Balance Definitions

As defined by GASB Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions, the City will reserve funds per the following:

2.1.1 Non-spendable Fund Balance

Inherently non-spendable portions of net resources that cannot be spent because of their form or portions of net resources that cannot be spent because they must be maintained intact.

2.1.2 Restricted Fund Balance

Externally enforceable limitations, on the use of funds, that are imposed by creditors, grantors, contributors, or laws and regulations of other governments or limitations imposed

by law through constitutional provisions or enabling legislation. Debt Service fund balance will be designated as restricted.

2.1.3 Committed Fund Balance

Self-imposed limitations, on the use of funds, that are set in place prior to the end of a period. Limitations imposed by the City Council that require formal action at the same level to remove. Capital Project fund balances typically will consist of funds designated by City Council for future capital improvement projects.

2.1.4 Assigned Fund Balance

Limitations resulting from intended use that is established by the highest level of decision making or intended use established by the City Council for a specific purpose. The resources for these funds may be acquired through the budgeting process or funds that are deposited with the city for specific purposes. Special Revenue fund balances typically consist of funds assigned by other governmental agency for specific use or by the City Council for specific use.

2.1.5 Unassigned Fund Balance

Residual net resources that make up the fund balance in the general fund more than non-spendable, restricted, committed, and assigned fund balance or excess of non-spendable, restricted, and committed fund balance over total fund balance.

2.2 Reserve Level Target and Fund Balance – General Fund

A healthy unassigned fund balance is needed to provide cash flow to pay expenditures when due and allows for cash flow while the city waits to receive its tax collections and shared revenues. The unassigned fund balance is also a security against unforeseen changes or needs, i.e., natural disasters, loss of state shared revenues, etc.

The reserve fund level should be 15-20% of expenditures from the general fund.

2.2.1 Conditions for Using General Fund Reserves

The City shall endeavor to avoid the appropriation of fund balance for recurring operating expenditures. If at any time the utilization of fund balance to pay for operating expenditures is necessary to maintain the quality or a defined level of services, an explanation of the circumstances for the utilization of fund balance and demonstration of strategy through the long-term financial model on future fund balance will be deliberated by the City Council.

2.2.2 Reserve Fund

The City of Snoqualmie shall establish a separate fund for reserves assigned or committed to the General Fund. Reserves may only be used with approval of the City Council.

2.3 Reserve Level Target - Enterprise Funds

It is the goal of enterprise funds to cover the cost of operations, debt obligations and capital infrastructure improvements and annual maintenance, and to maintain a financially healthy enterprise. Enterprise fund balance is a product of revenues over expenditures over time and consists of the net result of assets minus liabilities. The City will establish utility rates and capital connection fees that are structured to meet several financial requirements. The Enterprise fund balance financial indicators are as follows:

2.3.1 Capital funding obligations-as defined within the most recent utility rate study.

2.3.2 Debt coverage ratio – a ratio 1.5 of net revenues to total debt service, in support of a strong city bond rating.

2.3.3 Operating & Emergency reserves-90 days operating expenses reserved for water, wastewater, and storm water operations and emergency capital repairs to pay for unanticipated capital costs.

2.3.4 Debt service-the amount needed to pay for current and future debt (125% or as per bond covenants).

2.4 Reserve Level Target – Special Revenue, Capital Project Fund Types

The main purpose of special revenue, capital project and debt funds are to account for resources and track spending that is specific to the fund’s purpose, and it is presumed that all fund resources will eventually be spent. Special revenue funds by their nature are funds used for specific purposes, and the corresponding fund balance will be used to solely support that purpose. Fund balances in special revenue funds will be monitored to stay consistent with the need and use of the specific purpose of that fund.

2.4.1 Drug Enforcement Fund

As defined by Ch. 69.50.505 RCW and SMC 3.30 and inter-local agreement, between the City and County Drug Task Force, law enforcement asset seizure funds shall be used for payment of all expenses of the investigation that led to the seizure, including the proceedings for forfeiture and sale, expenses of seizure, maintenance of custody, advertising, actual costs of prosecuting, city attorney and court costs. Funds should also be used in accordance with city code for public safety purchases.

2.4.2 REET Fund

As defined by Ch. 84.46.035 RCW, the City of Snoqualmie is authorized to levy REET funds and use in accordance with State Law. REET sources are allocated towards Capital Improvement projects as defined in the 6-year adopted CIP and should be leveraged towards debt service obligations – see Section 6.3.1 of this policy.

2.5 Replenishment of Reserves

Should assigned fund balance or reserve targets fall below stated thresholds, **the City will strive toward regaining the minimum threshold** and forecast the timing of the unassigned fund balance improvement within the long-term financial model.

2.6 Excess Reserves

Reserves above the targeted reserve levels should be used for new expenditures, with emphasis on one-time uses that achieve future operating cost reductions, capital asset investments with a long-term benefit or prepaying existing debt. **Use of excess reserves shall be determined by the City Council.**

3.0 REVENUES

3.1 Revenue Objectives

The city will maintain a diversified and stable revenue system to shelter it from short-term fluctuations.

3.1.1 Fees may be set at levels sufficient to cover the entire cost of service delivery or may be subsidized, as Council deems appropriate.

3.1.2 All utility enterprise funds shall be self-supporting, generating enough revenue to pay for all operating, debt, and capital. Utility rate studies will be conducted periodically and should divide costs equitably among customer classes per benefit and cost of service. If rates are set that subsidize one class of customer at the expense of another, this action should be taken in support of explicit City policy. Because of the vital importance of water, sewer, and storm water as public services, which are heavily impacted by Federal and State regulations, the city will strive to provide a minimum level, minimum cost alternative to all utility customers.

3.2 Fee Schedule

Charges and fees, including utility rates, should be reviewed, and updated periodically based on factors such as impact of inflation, other cost increases, adequacy of coverage of costs, and current competitive rates.

3.3 Cash Management

The City shall maintain a cash management program, which includes collection of accounts receivable, disbursement of funds, and prudent investment of available idle cash. Deposits and cash receipting practices must be adhered to, by all Departments and at all City Facilities per Ch. 43.09.240 RCW. Only authorized personnel may accept cash receipts from customers. The Finance Director is responsible for the strict enforcement of internal control, deposit of collections and oversight on all changes to revenue items in the financial system.

3.4 Revenue Distribution to Funds

- a) Sales tax is a major revenue source of the City. Construction sales tax shall be recorded within capital project fund sources. All other sales tax revenue shall be recorded within the General Fund.
- b) REET tax should be recorded within capital project fund sources, except for the allowance for street maintenance operations determined by the City Council which should be recorded to the general fund.
- c) Utility taxes are recorded within the General Fund except for the portion apportioned to the non-utility capital fund as per Ordinance 1135.

3.5 Grants Management

Grant funding may significantly leverage City resources to provide services, equipment and capital projects that would otherwise be unaffordable. The city is committed to pursuing grant funding as an appropriate funding source.

3.6 Donations & Gifts

All donations of money or property donated, devised, or bequeathed to the City, as per Ch. 35.21.100 RCW and Ch. 35A.11.040 RCW, shall be presented to the City Council for approval. The City Council delegates approval and acceptance of donations of up to \$10,000 to the Mayor.

3.6.1 Substantial Gifts

The City of Snoqualmie seeks to recognize donors who, through a distinguished effort or substantial financial gift, wish to support a city facility or structure. For example, structures may include pavilions, shelters, plazas, real estate to be used for parks, trails or open space, interpretive areas, or active recreation; or other large-scale projects as discussed with the Advisory Boards and City Council. The following guideline will be used for recognizing donations for amenities or projects, in addition to defining the period in which the donation or gift will be received by the city. All proposed facility or structure naming is determined by the City Council.

For the purposes of this policy, “Substantial Financial Gift” is determined by the City Council based on estimated cost of:

- 1) New construction, remodeling, or renovation
- 2) Developing a new real property, such as park buildings, structures, or real estate
- 3) Replacement of an existing, unnamed facility or landmark that requires substantial renovation at the time of the gift

4.0 EXPENDITURES & PROCUREMENT

4.1 Expenditure Objectives

The City of Snoqualmie endeavors to connect expenditures to a fundamental level of stewardship by committing to a level of expenditures that are sufficient to ensure the on-going health, safety, and welfare of its residents. Operating expenditures, within funds, must be supported by the operating revenues generated by that fund. Expenditures will not expand beyond the City’s ability to pay for them with current revenues.

The objectives of the expenditure guidelines are:

- To obtain supplies, equipment, and services as economically as possible and that are best suited to the specific departmental needs.
- To support Snoqualmie businesses by contracting for goods and services within the community subject to meeting other expenditure guideline objectives as per Ch. 39.04.190 RCW.
- To enhance service methods that increase efficiency and effectiveness of the delivery of city services through technology improvements.
- To improve the speed of delivery to departments by predetermining, through contracts or other appropriate means, the sources of supply before the actual needs.
- To ensure compliance with all applicable policies and regulations of the City, the State, and Federal Government.

4.2 Efficiency

The City will make efficient use of limited resources and will continually look for and implement cost effective and reliable methods of delivering services. The Administration will develop service delivery changes that are needed to respond to budget shortfalls using system-wide and productivity measures. Opportunities should be found to improve efficiencies by pursuing a range of productivity-enhancing techniques such as:

- Analyzing systems and procedures to remove unnecessary requirements
- Evaluating new technologies and capital investments
- Establishing a systematic, ongoing process for periodic formal reviews of operations
- Maintaining the right balance between centralization and decentralization in managing the City support functions

4.3 Purchasing Standards

All employees of the City shall comply with the City of Snoqualmie Code of Ethics, State Law, and Federal statutory requirements regarding purchase of materials or services. The following practices are specifically forbidden so as not to create a conflict of interest or potential for conflict of interest, including but not limited to:

- Using information available to an employee solely because of their position for personal profit, gain, or advantage. An employee should recuse themselves from the appearance of conflict of interest
- Directly or indirectly furnishing estimating services, or any other services or information not available to all prospective bidders, to any person bidding on, or who may reasonably be expected to bid on, a contract.
- Using their position or status in the city to solicit business of any kind directly or indirectly for private use or to obtain supplies and equipment at special discounts or with special concessions from any vendor who sells or solicits sales to the city.

4.4 Purchasing Authorization & Accountability

The Administration is responsible for Procurement and purchasing and failure to follow guidelines may result in disciplinary action, loss of purchasing privileges and a personal liability for purchases.

4.4.1 Authorized Purchasers

Authorized staff are those City employees who have been expressly authorized in writing by their department director and approved by the Finance Director, to purchase materials, supplies, and equipment (including technology services, systems, or equipment) with the authorized employee's discretion and best judgement, within the Purchasing and Contract Commitment Threshold limitations in section 4.5.2. A manager, department director, Finance Director, City Administrator or Mayor may reduce or revoke these privileges at any time.

4.4.2 Auditing Officer

Pursuant to Ch. 42.24.080 and Ch. 42.24.180 RCW, claims presented for payment to the City must be in writing, itemized and audited by the Auditing Officer. The Finance Director or a Financial Operations Manager are designated as City of Snoqualmie Auditing Officer(s). Department managers will be responsible for ensuring invoices meet this requirement and provide them to the Finance department for internal audit and prompt payment.

4.4.2.1 Claim Reporting

The Finance Director or a Financial Operations Manager shall prepare a Claims Report to the City Council for their approval and shall present the Claims Report for preliminary review by the F&A Committee prior to the next City Council meeting.

4.5 Level of Purchasing and Commitment Authority

Contracting with other public agencies or the private sector for the delivery of goods and services should provide the City with opportunities for cost containment and productivity service enhancement. As such, the City is committed to using outside resources for delivering municipal services as a key element in our continuing effort to provide effective and efficient programs while minimizing costs.

- All contractual obligations, including zero-dollar contracts, are subject to compliance.
- All purchases shall be made per the Purchasing and Contract Commitment Threshold and shall include requirements for acquiring quotes, estimates and competitive bidding.

The Mayor or his or her designee(s) is/are authorized to purchase materials, supplies and equipment and execute minor contracts without individual city council approval of each contract, subject to compliance with the Purchasing and Contract Commitment Threshold of this policy section. The Mayor may bring any contract forward for approval by the city council, notwithstanding the authority delegated to the Mayor by this policy.

RCW requires various competitive bid processes for obtaining bids and awarding contracts for construction of a “public work”, as provided in RCW Ch. 35A.40.200, Ch. 39.04, and Ch. 35.23.352 and approval authority for certain procurement categories. Thus, the City’s procurement matrix identifies separate procurement categories and the minimum approval authority and competitive process required at each threshold. Competitive negotiations include the process for acquisition of electronic data processing and telecommunications equipment, software, services, or systems as per RCW Ch. 39.04.270.

4.5.1 Minor Contracts

A minor contract may be defined by at least one of the following conditions:

- a. The term is three years or less, and funds have been appropriated by city council in the biennial budget, and the contract does not require expenditures that exceed available fund balances.
- b. Contracts with third parties renewing an existing contract for services on the same or substantially similar terms as the existing contract.
- c. Contracts creating no financial liability on the part of the city that are for the sole purpose of becoming eligible to receive revenues.
- d. Contracts with other public agencies for the exchange of information, for confidentiality for participation in legal proceedings, or other purposes of a like nature not involving financial obligations; or
- e. Contracts that are for the sole purpose of housekeeping changes or clarifications to an existing contract where such changes do not alter any material term or condition.

4.5.2 Definitions

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

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

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

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

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

“Vendor roster” refers to the process of inviting quotations from a list of vendors from whom the city may purchase materials, equipment, supplies or services, which list is maintained pursuant to RCW 35.23.352(9) and 39.04.190.

To identify the necessary requirements for procurement, staff must first identify the procurement category as defined below:

Purchasing and Contract Commitment Thresholds

PROCUREMENT CATEGORY	DOLLAR LIMIT	Procedural Requirement(s)	APPROVAL AUTHORITY	REQUIRED SECONDARY APPROVAL
<i>Materials, Supplies, & Equipment</i>				
Materials, Supplies, & Equipment (Including Capital Equipment)	Under \$2,000	Purchasing Card	Authorized Staff	None ¹
	\$2,000-\$7,500	Purchasing Card	Authorized Staff	Manager
	Over \$7,500-\$15,000	Purchasing Card, Purchase Cooperative, Vendor Roster, OR Formal Competitive Bid	Manager	Department Director
	Over \$15,000 - \$50,000	Purchasing Card, Purchase Cooperative, Interlocal Agreement OR Formal Competitive Bid	Department Director	Mayor or City Administrator

Exhibit A

Item 3.

PROCUREMENT CATEGORY	DOLLAR LIMIT	Procedural Requirement(s)	APPROVAL AUTHORITY	REQUIRED SECONDARY APPROVAL	
	Over \$50,000	Purchase Cooperative, Interlocal Agreement OR Formal Competitive Bid	Mayor or City Administrator	City Council	
<i>Personal Services</i>					
Architectural, Engineering & Landscape Architect Services ("A&E")	Under \$15,000	MRSC Consultant/Vendor Roster OR On-Call Contract	Manager	Department Director	
	\$15,000-\$50,000	MRSC Consultant/Vendor Roster OR On-Call Contract	Department Director	Mayor or City Administrator	
	Over \$50,000-\$100,000	MRSC Consultant/Vendor Roster OR On-Call Contract	Mayor or City Administrator	City Council	
	Over \$100,000	MRSC Consultant/Vendor Roster, On-Call Contract or Request for Qualifications	Mayor or City Administrator	City Council	
General or Purchased Services (Other Than A&E)	Under \$15,000	<u>Purchasing Card</u> OR Vendor Roster	Manager	Department Director	
	\$15,000-\$50,000	Purchasing Card, Purchase Cooperative, Vendor Roster, OR None	Department Director	Mayor or City Administrator	
	Over \$50,000	Purchase Cooperative, Interlocal Agreement (of any dollar amount), Vendor Roster OR None	Mayor or City Administrator	City Council	
<i>Technology Systems & Services</i>					
Technology Systems & Services	Under \$7,500	<u>Purchasing Card</u>	Authorized Staff	Manager	
	\$7,500-\$15,000	<u>Purchasing Card</u> , Purchase Cooperative, Consultant/Vendor Roster, OR Competitive Negotiation	Manager	Department Director	
	Over \$15,000-\$50,000	Purchasing Card, Purchase Cooperative, Consultant/Vendor Roster, OR Competitive Negotiation	Department Director	Mayor or City Administrator	
Technology Systems & Services	Over \$50,000	Purchase Cooperative, Consultant/Vendor Roster, OR Competitive Negotiation	Mayor or City Administrator	City Council	
<i>Public Works</i>					
Public Works Project Staff Labor	Single Craft	Under \$75,500	None	Manager	Department Director
	Multi Craft	Under \$116,155	None	Manager	Department Director

PROCUREMENT CATEGORY	DOLLAR LIMIT	Procedural Requirement(s)	APPROVAL AUTHORITY	REQUIRED SECONDARY APPROVAL
Public Works Contract	Under \$7,500	None	Authorized Staff	Manager
	\$7,500-\$50,000	Limited Small Works Roster OR Small Works Roster	Manager	Department Director
	Over \$50,000-\$116,155	Small Works Roster OR Formal Competitive Bid	Department Director	Mayor or City Administrator
	Over \$116,155-\$350,000	Small Works Roster OR Formal Competitive Bid	Mayor or City Administrator	City Council
	Over \$350,000	Formal Competitive Bid	Mayor or City Administrator	City Council
<i>Amendments & Change Orders</i>				
Contract Amendments (Services)	No Value Change	None ²	Manager	Department Director
	Under \$50,000, cumulatively	None ²	Department Director	Mayor or City Administrator
	Over \$50,000, cumulatively	None ²	Mayor or City Administrator	City Council
Change Orders (Public Works)	No Value Change	None ²	Manager	Department Director
	Under \$50,000, cumulatively	None ²	Department Director	Mayor or City Administrator
	Over \$50,000, cumulatively	None ²	Mayor or City Administrator	City Council

¹While prior approval for materials, supplies, and equipment purchased by authorized staff under \$1,000 is not required by this section, purchasing card program procedures may require Manager and/or Director and/or Finance Director approval.

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

4.6 Purchasing Controls & Methods

Primary responsibility and authority for the expenditure of monies appropriated per the adopted budget will be vested by the Mayor in the City Administrator and Department Directors or authorized designee. In addition to the primary responsibilities, the Finance Director shall exercise a secondary oversight responsibility for all budget expenditures and contractual obligations.

To facilitate a sound and cost-effective purchasing operation, authorized personnel shall follow procurement methods as defined by state law which contain guidelines for procurement, bidding, and awarding contracts.

4.6.1 Commercial Card Program

A purchase order system and/or commercial card programs (purchasing or fleet cards) should be used for purchases for goods and services use. Purchasing cards are used as a form of payment, by authorized purchasers, with the city liability to vendors and not the card program provider.

4.7 Exemptions to Purchasing and Commitment Thresholds

4.7.1 Sole Source

In circumstances where the city is limited to a single source of supply, competitive bidding requirements may be waived by the department director or Finance Director per RCW 39.04.280(1)(a). The city must be able to demonstrate that the purchase is clearly and legitimately limited to a single source such that bidding the purchase would be useless and futile based on drafted specifications. If a sole source exception is used, the City will make reasonable efforts to ensure that it is receiving the lowest price and best terms from the vendor.

4.7.2 Favorable Market Conditions

The Mayor or City Administrator may waive established bidding requirements if an opportunity arises to purchase favorably priced equipment at an auction or supplies or used goods that will be sold before the city can conduct the bid process per RCW 39.04.280(1)(b) and RCW 39.30.045.

4.7.3 Insurance and Bonds

In the insurance and bond procurement process, RCW 39.04.280 allows for the exemption of a competitive bid process.

4.7.4 Emergency Purchases

Emergency purchases as per RCW 39.04.280 are those made by the Mayor or authorized designee, such as a Department Manager, where an immediate purchase is necessary to correct a situation which would adversely affect the life, health, or safety of the residents.

In case of an emergency, a Department Manager may directly purchase any supplies, materials, or services necessary to alleviate the emergency. Every effort shall be made to contact the Mayor and City Administrator whether the emergency occurs during or after normal working hours.

In the event where emergency purchasing is related to natural disaster events, a Declaration of Emergency Resolution shall be considered by the City Council per State Law at the first opportunity available. The Finance Director shall review and approve of account coding for all emergency purchases and maintain a tracking system per FEMA requirements, Emergency Management Plan, BARS and GFOA recommended practices for emergency management recordkeeping.

4.8 Personnel Expenditures

To maintain compensation packages that may be competitive with other public sector employers, market influences, and that are sufficient to attract and retain quality employees.

Because personnel costs are the largest expenditure area of the annual budget, compensation guidelines are defined in the Personnel Policy, and Local Bargaining Agreements, which establish salary ranges, performance evaluation requirements and total compensation costs as the basis for all compensation planning and bargaining. Within budget limitations and Council authorized appropriations, market assessments may be conducted prior to bargaining.

4.8.1 Travel and Training

The City of Snoqualmie shall reimburse City elected and appointed officials, employees and members of boards and commissions for their reasonable expenses actually incurred in the conduct of their business. Generally, eligible expenditures include travel, meals and lodging incurred by the individual while away from the City and necessitated by City business.

5.0 BUDGET

5.1 Budget Objective

The formal operating budget development process provides the primary mechanism by which key decisions are made regarding the levels and types of services to be provided, through the city council's appropriation of funds given anticipated level of available resources. The City Council will meet to discuss Council goals and priorities prior to the start of the budget development process. The budget will be developed per Ch. 35A.34 RCW.

5.2 Budget Principles

5.2 A. Link the budget to long-term, strategic financial plans

The City's budget should be developed in accordance with the policies and priorities set forth in the Strategic Plan, long-term financial model, as per section 9.0, Comprehensive Plan, City Council goals, the needs of the community and federal and state laws.

5.2 B. Critically examine past spending patterns

The city seeks to maximize the value the public receives through its spending. Accordingly, management should develop budget tools and methods to measure and maximize value, particularly by critically examining existing spending patterns to make sure they continue to provide value.

5.2 C. Prioritize programs and services

The city should prioritize essential and discretionary programs services based on a results approach relative to the importance in preserving the community's health, safety, and welfare; mandates; risk assessments; long-term costs and evidence of their effectiveness in meeting strategic plan initiatives, comprehensive plan elements, annual goals and required mandates.

5.2 D. Risk management and mitigation of liabilities

The City intends to fund the current portion of liabilities within the budget to maintain trust of creditors and to avoid or mitigate accumulating an unmanageable liability.

5.2 E. Establish preferences for budget balancing strategies

The City's preferred strategy for balancing the budget is to reduce expenditures through improved productivity. Except during dire economic circumstances, service, and program elimination is preferable. The biennial budget should not be balanced at the expense of long-term financial health.

5.3 Budget Scope & Basis

The City will adopt budgets for all funds, except for the general fund which will be budgeted at the functional classification level on a biennial basis. A budget calendar will be prepared by the Finance Director in coordination with the Mayor and City Administrator and include all required public hearings. Proposed budgets will be viewed and discussed by the City Council and the public at the fund and department summary object code levels per BARS. The final budget is adopted by ordinance of the City Council, , by December 31 of each biennium. To encourage synchronization between the budget document and financial reporting, the City will establish the budget based on the cash basis of accounting.

5.4 Balanced Budget

The objective of the operating budget is to pay for all current expenditures with current revenues. The budgets for all city funds should be structurally balanced throughout the budget development process. Recurring revenue should equal or exceed recurring expenditures in both the proposed and adopted budgets. If a structural imbalance occurs, then a plan should be developed and implemented to bring the budget back into structural balance. The City will endeavor to avoid budgetary allocations that balance current expenditures at the expense of meeting future years' expenses. Beginning fund balance sources may be used to fund capital improvement projects or other one-time, non-recurring expenditures if the fund reserve targets are met.

5.5 Cost Allocation

The Cost Allocation Plan (CAP) is a method used to determine and assign the cost of indirect services to the internal government users of those services or direct operating funds.

5.5.1 References Guides

RCW 43.09.210 states in part, "all service rendered by...from, one department...to another, shall be paid for at its true and full value by the department...receiving the same, and no department...shall benefit in any financial manner whatsoever by an appropriation or fund made for the support of another..."

5.5.2 Definitions

- Indirect Costs are incurred for a common purpose benefitting more than one cost function or organizational unit. They cannot be directly assigned without effort disproportionate to the benefit received.
- Indirect Services are activities that support the departments that provide direct service to the public. Examples include accounting, purchasing, human resources, engineering, and fleet and information technology.
- Direct Services are activities that provide services directly to or for the public and are supported by indirect services. Examples include parks, streets, and utilities (water, sewer, storm water).

5.5.3 Costs to be allocated

Indirect cost allocation methods shall be reasonable, consistent, and equitable to distribute shared costs across funds and departments. Different factors are necessary to equitably allocate the various overhead costs. Costs shall only be allocated to departments that receive indirect support services. The city should be guided by reference authorities when creating the cost allocation plan to ensure that only allocable costs are included.

As part of the biennial budget development process, costs will be allocated based on the projected budget forecast.

5.6 Budget Amendments

All budget amendments, such as shifting budget allocations from one fund to another fund, must be approved by the City Council. Budget amendments changing the authorized appropriation level are subject to public hearing requirements in State Law.

5.6.1 Administrative Budget Adjustments

Allocation adjustments within functional classifications do not require city council approval. Department managers may, upon approval by the Mayor and City Administrator, request inter-departmental line-item budget adjustments for operating purposes only, but not between appropriated functions. These administrative budget adjustments, authorized as per Ch. 35A.33.120 RCW, should primarily be for contractual, supplies and materials and other miscellaneous line items within the department.

5.7 Service Levels and Funding

The City endeavors to maintain its present service levels for priority and essential services subject to available revenues. The objective is to maximize the benefit of available resources. The results or outcomes that matter most to residents should be defined by the City Council. New services or programs will be considered for funding within available resources.

Department managers will be given the opportunity to request personnel, goods, and capital items needed to carry out the department responsibilities. Department requests must include supporting documentation and justification of needs for operating requests. Requests should integrate strategic plan priorities and departmental objectives into the budget.

5.7.1 Social Services Organization Funding Requests

The City receives requests from social services organizations and other entities seeking grants and funding. As part of the budget development cycle, the City Council will consider these requests and include a listing of entities to be included for grant giving .

5.8 Maintenance and Replacement

Maintenance and replacement funding should be prioritized each year to ensure that capital facilities and equipment are sufficiently maintained to avoid service disruptions. Non-current liabilities have important implications for a local government's fiscal health. The City will strive to maintain its capital assets in a manner adequate to protect the City's capital investment and to minimize future liabilities for maintenance and replacement costs.

5.8.1 Capital Asset Management

The City should inventory and assess the condition of its buildings, equipment, and vehicles on a periodic basis. Budget development should include a multi-year projection of facilities, parks, equipment, vehicle replacement requirements and new asset additions. The budget should provide sufficient funding for adequate maintenance and orderly replacement of capital plant and equipment. Future maintenance needs and repairs should be costed out and included as budgetary decision criteria through the Internal Service Fund designated for Fleet, Facility, and Information Technology maintenance, repair, replacement, and acquisition of new.

5.9 Enterprise Fund Budgets

Enterprise operations are to be self-supporting, including capital improvements and depreciation. Enterprise operations are to be reviewed biannually for self-sufficiency and proper cash-flow needs. Utility Rate studies, which occur periodically, will be included in the budget development process in the year for which new rates are established. Enterprise operating budgets will incorporate year one and two capital projects and programs as identified within the Capital Improvement Plan (CIP).

5.10 Budget Reporting

The recommended and adopted budget documents will be available at City Hall. The city will maintain an internal control system to support adherence to the budget allocations. . The City Council will receive a quarterly Financial Performance Report to include budget versus actual reporting. The financial performance report should be provided within sixty (60) days after the end of each quarter.

6.0 CAPITAL BUDGET

6.0 Objective

The City of Snoqualmie Capital Budget, which is a part of the biennial budget, will have a major impact on quality of local government services, the community's economic vitality, environmental stewardship, social equity, and overall quality of life for city residents, businesses, and visitors. The Capital budget serves to identify, prioritize, and address community needs through careful long-term planning and balanced public investment in physical infrastructure. Capital budget goals include:

- Support the City's Strategic Plan, other plans and the community vision for growth and levels of service
- Acknowledge and communicate capital investment priorities as community conditions change
- Promote appropriate planning efforts to changing demands on a diverse infrastructure and capital assets
- A financial assessment of capital funding resources available to meet future capital project planning needs
- Maintain a high-quality service infrastructure able of meeting community needs today and, in the future,

6.1 Capital Definitions

Capital Outlay is expenditures for small minor projects, equipment, fleet or facility replacements and small and attractive assets. Capital outlay expenditures are tracked in operating funds or internal service funds,

Capital Programs are large asset preservation activities that occur annually such as street resurfacing, playground replacements or trail replacements that extend the useful life of the capital asset

Capital Projects are new or replacement of large infrastructure and city facility assets such as new streets, parks, trails, and utility systems.

6.2 Capital Improvement Plan (CIP)

The Capital Improvement Plan (CIP) which describes the capital investments the city intends to make over a period of six years with a long-term outlook extending twenty years and informed by all master and functional plans (i.e. water, sewer and stormwater plans, parks, recreation and open space (PROS)) wherever capital projects and programs are identified in those plans, should serve as a comprehensive guide for all capital projects – based on asset types - and should address capital infrastructure improvements, capital equipment needs, and the effect on the City’s resources.

The City Council should update the CIP biennially. The off year of the budget cycle allows for public engagement efforts to discuss future, potential projects, and programs with the community. Major changes that are discovered may be amended through the mid-period biennial budget adjustments. The administration should provide periodic project update reporting to the city council and/or council committee where project amendments would be addressed

As resources are available and projects are financially feasible, the two most current years of the 6-year CIP should be recommended for incorporation into the upcoming biennial budget as capital project budget line items. Subsequent years of the CIP are for planning purposes and may be altered as they advance toward the budget inclusion year. Capital appropriations are authorized by council at the fund and project level and reviewed through period project updates and reporting identified in this section.

6.3 CIP Criteria and Ranking

All projects submitted to the CIP should be initially ranked by departments. The Administration will assess project rankings plus other factors such as minimizing construction impacts through project sequencing or a need to respond to emergent issues. The City Council, as part of biennial CIP deliberations may modify and/or finalize project rankings. Funding is a critical component of the criteria and ranking schedule. In addition to project scoring, projects need an overall description, justification for the project and the connection to a master plan or strategic plan reference as needed. Projects should also be identified as unfunded, partially funded, or fully funded.

6.4 Project Source and Use Identification

Capital project and program submissions shall include multi-year funding sources, including grants, applicable impact fees, special funding, and other outside sources. Multi-year project costs shall include acquisition, right-of-way, design, permitting, inspections, mitigation, construction, in-house staff time, inflationary costs and contingency shall be included in the project identification.

6.4.1 Project Sources

Capital funding comes from operating revenues, grants, local improvement districts, impact fees, user fees and the issuance of debt. Washington State law limits the City of Snoqualmie's ability to raise funds for capital improvements such as tax rate limits and amount of debt capacity. Given the extensive number of capital improvement projects and finite funding sources available, the following are some of the capital financing strategies

used by the Snoqualmie City Council when preparing or updating the Capital Improvement Plan:

- Seek out federal, state and county resources
- Seek out private contributions or donations through public/private partnerships
- Similar departmental capital projects will be combined for efficiencies and cost savings such as street improvements combined with utility improvements to minimize construction impact to the community
- Mitigation and impact fees should be applied toward projects defined by the contributing source or agreement authorized by the City Council
- REET funding
- Local Improvement or Utility Local Improvement District (LID or ULID) assessments
- Enterprise (utility) fund projects must be paid for by user rates and capital connection charges

6.4.1.1 Funding Source Cash Flow

Funding sources, such as REET or Mitigation, will be reviewed as part of the biennial CIP development process for sufficient cash flow and long-term impact on the fund. The availability and use of special funding sources is subject to State Law and/or reserve targets set by the City Council as per the Reserve section of the Financial Policy.

6.4.2 Capital Cost Thresholds

Capital outlay is distinguished from capital projects and programs and are expenditures between \$5,000 and \$49,999 and/or having less than an estimated five years of useful life.

Capital projects expenditures over \$50,000 and/or having a useful life of five years or more should be included in the CIP. Projects should not be combined to meet the minimum standard unless they are dependent upon each other. Projects should not be separated to forego the maximum standard.

Capital programs expenditures over \$50,000 annually should be included in the CIP.

Items that are operating expenditures (such as non-specific capital project related professional services, master plan updates, maintenance agreements, technology items, etc.) should not be considered within the CIP.

6.4.2.1 Impact on Operating Budget

All projects submitted for inclusion in the CIP should be reviewed to assess the long-term impact on the operating budget in terms of:

- Future year revenue generation
- Additional personnel, equipment and/or vehicle requirements
- Future operating and maintenance expenditures
- Return on investment potential

6.4.2.2 Public Art Funding

Pursuant to SMC 3.80, the City recognizes the importance of Public Art Funding and establishes a funding source for public art works to be installed in certain public facilities and spaces. CIP projects and programs, as per municipal code, will include a line item identifying the art funding cost to be transferred to the special revenue fund.

6.5 Planning Process

The capital budget and CIP development process will begin prior to the biennial budget development process. The Mayor and Administration should present the CIP to the City Council for deliberations and approval to include in the biennial budget. Any substantive change to the CIP after approval must be approved by the City Council. CIP development shall include public engagement efforts to ensure the community has ample time to comment on and contribute to the CIP.

7.0 DEBT MANAGEMENT

7.1 Debt Purpose

Debt financing is primarily used for capital project expenditures. Use of long-term debt financing for operations and maintenance costs are forbidden. Debt financing will be considered if the City can repay debt without causing financial distress. It is the City's objective to:

- Identify the timing and amount of debt required as specifically as possible
- Achieve the most favorable interest rates and other related financing costs
- Ensure that future financial flexibility be maintained
- Utilize inter-fund loans from one fund to another as a first source of debt financing

7.2 Debt Practices

The City Council may authorize the following types of debt financing only for those purposes as provided by Ch. 39 RCW:

- Utilization of the Public Works Loan Fund, per WAC 399.30 for allowable purposes, if available
- Utilization of Inter-Fund Loans as per the BARS Manual
- Issuance of Councilmanic Bonds to fund proprietary capital infrastructure projects such as water, sewer, and storm water
- Issuance of Councilmanic Bonds for capital projects that generate adequate revenues from user fees to support operations and or debt service requirements
- Issuance of Councilmanic Bonds for capital projects that are authorized to be supported by the General Fund for debt service requirements

Utility System replacements, due to age or the need to upgrade to meet minimum standards, should be financed by a combination of:

- Using portions of the Utility Enterprise fund balance for capital improvement projects
- Borrowing and repaying on a schedule that matches the useful life of the capital improvement

The City of Snoqualmie will never issue debt more than limitations as prescribed in Ch. 39.36.020 RCW based on percentage of its total market value.

7.3 Bond Terms & Methods

Long-term debt should be structured in a manner so that the life of the debt does not exceed the expected useful life of the capital asset being funded by the debt. The city will obtain the most competitive pricing on debt issuances to ensure a favorable value to the community.

7.4 Bond Rating

Strong financial management is a key credit rating factor. For the City of Snoqualmie to respond quickly to economic and financial demands, the City will seek to maintain or continually improve its bond rating to seek the lowest possible interest rate available OR maintain its **AA** Bond Rating.

7.5 Financial Guarantees

Should financial guarantees be utilized to defer public improvements required of development projects or to ensure that disturbed public facilities will be restored, the developer or property owner shall provide an irrevocable letter of credit issued by a banking institution approved by the Finance Director, a bond, an assignment of savings, or a cash deposit. The form of the financial guarantee shall be at the discretion of the Finance Director. The amount of any approved financial guarantee shall be at least 150% of the estimated improvement cost and may be increased to reduce risk to City resources based on the professional judgment of the Finance Director.

8.0 INVESTMENTS

8.1 Policy and Scope

It is the policy of the City of Snoqualmie to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the City and conforming to State law governing the investment of public funds.

The investment policy applies to all financial assets of the City of Snoqualmie. These funds are accounted for in the City of Snoqualmie's Annual Financial Report and include all operating, special revenue, capital project, enterprise, debt service and trust funds.

8.2 Prudence

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

The standard of prudence to be used by investment officials shall be the "prudent person" and/or "prudent investor" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with this policy and with Ch. 35.39 RCW and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

8.3 Objective

The primary objectives of the City of Snoqualmie investment activities shall be:

8.3.1 Liquidity: The City of Snoqualmie investment portfolio will remain sufficiently liquid to enable the city to meet all operating requirements, which might be reasonably anticipated.

8.3.2 Return: The City of Snoqualmie investment portfolio shall be designed with the objective of attaining a benchmark rate of return throughout budgetary and economic cycles, commensurate with the City's investment risk constraints and the cash flow characteristics of the portfolio. Short-term investment returns should attain a return rate of at least equal to the Washington Local Government Investment Pool (LGIP).

8.4 Delegation of Authority

Management responsibility for the investment program is hereby delegated to the Finance Director or a Financial Operations Manager, who shall be responsible for investment transactions up to \$1 million. Transactions over \$1 million shall require the additional approval of the City Administrator or Mayor. A strict system of controls to regulate the activities of subordinate personnel in the absence of the Finance Director must be undertaken.

8.5 Ethics and Conflicts of Interest

Public officials and city employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the City Council any material financial interest in financial institutions that conduct business within their jurisdiction, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the City of Snoqualmie.

8.6 Authorized Financial Dealers and Institutions

The Finance Director will maintain a list of financial institutions authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness who are authorized to provide investment services in the State of Washington. These may include "primary" dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1 (Uniform Net Capital Rule). No public deposit shall be made except in a qualified public depository as established by Washington State laws.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Finance Director, upon request, with annual audited financial statements, proof of National Association of Security Dealers (NASD) certification, and proof of State of Washington registration. Annual completion of Notification to Broker and Certification by Broker will be done.

8.7 Authorized and Suitable Investments

From the governing body perspective, special care must be taken to ensure that the list of instruments includes only those allowed by law and those that local investment managers are trained and competent to handle. Interest-bearing deposits in authorized depositories must be fully insured or collateralized.

The following is a list of investments which the City of Snoqualmie will be authorized to invest in as per Ch. 39.58 and 39.59 RCW:

Government Securities: Instruments such as bonds, notes, bills, mortgages, and other securities which are direct obligations of the federal government or its agencies, with the principal fully guaranteed by the U.S. Government or its agencies.

Certificate of Deposit: A negotiable or nonnegotiable instrument issued by commercial banks, located in the State of Washington, and insured up to the Federal Deposit Insurance Corporation (FDIC), or, if exceeding FDIC coverage, is fully insured or collateralized.

Prime Commercial Paper: An investment used by corporations to finance receivables. A short-term (matures in 270 days or less) unsecured promissory note is issued for a maturity specified by the purchaser. Corporations market their paper through dealers who in turn market the paper to investors.

State of Washington Securities and Pools: Any security which is a general obligation of the State of Washington or any of its municipalities. Statewide investment pools which invest in authorized instruments.

Money Markets: Money market mutual funds which invest in authorized instruments.

8.8 Safekeeping and Custody

When a broker dealer holds, investments purchased by the City of Snoqualmie in safekeeping, the broker-dealer must provide asset protection of at least \$500,000 through the Securities Investor Protector Corporation (SIPC) and at least another \$49.5 million supplemental insurance protection.

8.9 Diversification

The City will endeavor to diversify its investments per type and maturity. The portfolio, as much as possible, will contain both short-term and long-term investments. The City will attempt to match its investments with anticipated cash flow requirements, as per the long-term financial model. Extended maturities may be utilized to take advantage of higher yields and to match investment maturities with debt obligations.

The City will attempt to diversity its investment portfolio per broker-dealer or financial institutions. No more than 65% of the entire investment portfolio shall be held with one broker.

8.10 Reporting

Periodic required investment reports to policymakers and elected officials provide necessary written communication regarding investment performance, risk analysis, adherence to policy provisions, as well as other information. The Finance Director shall provide the City Council quarterly investment reports, which provide a clear picture of the status of the current investment portfolio. This management report should include a summary of securities held at the end of the reporting period by authorized investment category, percentage of portfolio represented by each investment category, percentage of portfolio represented by each financial institution, and overall portfolio values.

9.0 LONG-TERM FINANCIAL PLANNING

The City’s budget process involves incorporating the strategies, priorities and goals identified by the City Council to provide for the community’s highest service delivery needs. Long-term planning begins with determining the City’s fiscal capacity based upon long-term financial forecasts of recurring available resources.

9.1 Model Objective

A long-term Financial Model that integrates the 6- year Capital Improvement Plan (CIP) and includes at least six (6)-years for utility enterprise funds should be utilized by the City Council, Mayor, and Administration in strategizing and aligning financial capacity with the City Council Strategic Plan. The long-term financial model serves as a foundation for conversations regarding allocation of resources and project planning. The forecasting model utilized will be objective to minimize the risk of being too optimistic in forecasting revenue sources.

The model will include an analysis of historical, current, and future year's financial environment, revenue, operating and capital expenditure forecasts, debt positions and affordability analysis. The financial model will be updated as needed to provide direction to the budget process and other fiscal decision-making actions of the City Council.

10.0 AUDITING, ACCOUNTING & INTERNAL CONTROL

The City of Snoqualmie will establish and maintain a high standard of accounting practices and procedures. Accounting standards will reflect best practices recommended by the Government Finance Officers Association (GFOA) and chart of accounts required by the Washington Office of the State Auditor (SAO) BARS manual.

After each fiscal year, the City will prepare a Annual Financial Report and the Washington SAO will conduct an audit of the City financial transactions, contract management and internal control.

10.1 Internal Control

The City Council, Mayor and Administration are responsible for ensuring and maintaining a system of internal control to safeguard its assets against loss, check the accuracy and reliability of its accounting data, promote operational efficiency, and encourage adherence to prescribed financial procedures.

The City Council will demonstrate their independence from the administration by establishing financial management policy and directly communicating with the State Auditor's Office as part of the annual financial audit entrance and exit conferences.

The Finance Director shall develop internal control processes to ensure and maintain a strong internal control function. Periodic updates and new recommended practices set forward by the SAO and GFOA are communicated and addressed with the City Council. Any weakness in internal control and accounting procedures shall be addressed immediately by the Mayor, City Administrator or Finance Director so a timeline to remedy improvement can be established.

10.2 Accounting Write-offs

The Finance Director shall make every effort to collect all receivables owed to the City and will comply with Ch. 4.16 RCW regarding collection actions by local governments. The following is criteria that must be met before a receivable is allowed for write-off:

- Standardized collection procedures have been exhausted
- A determination has been made that the debt is uncollectible or that further measures to collect the debt are inappropriate and deemed to exceed the cost of collection
- The characteristics of the debt are such that write-off is appropriate - If funds are uncollectible, the Finance Director should determine for write offs to an individual bad debt

expenditure up to \$5,000 up to an aggregate annual amount of \$50,000 . City Council approval is required for balances above the annual threshold and must accompany the write off to the bad debt expenditure.

- The reason for the write-off is documented adequately and is made available for audit.

10.3 Petty Cash and Bank Account Controls

The Finance Director shall establish processes for control and handling of petty cash funds, which include investigative buy funds. The Finance Director will oversee and manage all City of Snoqualmie Banking Accounts such as Imprest accounts, Claims accounts, and Payroll accounts. Bank accounts will be reconciled monthly.

10.4 Inventory of Small and Attractive Items

Operating departments shall be responsible for conducting regular inventory of their small and attractive items at defined by State Law. and submit a physical inventory to the Finance Director.

10.5 Surplus Assets

The mayor should administratively surplus non-public utility office equipment, computer equipment, small tools, computer software and minor equipment with a value of less than \$5,000. Titled vehicles, real property, and any City property with a value of greater than \$5,000 will be surplus by the City Council by resolution.

10.5.1 Surplus or Inter-Governmental Disposition of Public Utility Assets

As per Ch. 35.94.040 RCW, titled vehicles, real property, and equipment originally acquired for public utility purposes and which are no longer required for providing continued public utility service should be surplus after a public hearing and subsequent City Council resolution.

11.0 RISK MANAGEMENT

The City should periodically review its insurance options and coverage for each risk or hazard and medical options to determine whether it is most cost effective to purchase commercial insurance, to fund a self-insurance program or to participate in a “pooled” self-insurance program with other jurisdictions. Such a determination should consider the long-term financial obligations of such a decision as well as the regular fluctuations in commercial insurance markets. Where the City decides to self-insure a risk, the City shall fully fund the expected costs of those risks through actuarial or other professional estimates of those costs.

FINANCIAL MANAGEMENT POLICY ADOPTION

The City of Snoqualmie Financial Management Policy shall be adopted and amended by action of the City Council. The Snoqualmie City Council shall review the policy periodically and any modifications made thereto must be approved by the City Council.

Policy Adopted on: October 24, 2022– Resolution 22-1627

This policy replaces separate, previously adopted policies and/or procedures regarding revenue management, procurement and contract management, fund reserves, purchasing or commercial credit cards, asset management policies or any other policy regarding financial management and financial procedures. Snoqualmie Municipal Code should be repealed or updated accordingly.



CITY COUNCIL ROUNDTABLE HYBRID MEETING, 6:00 PM
CITY COUNCIL REGULAR HYBRID MEETING, 7:00 PM
Monday, May 13, 2024
Snoqualmie City Hall, 38624 SE River Street & Zoom

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 and remotely using teleconferencing technology provided by 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.

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

ROUNDTABLE AGENDA, 6 PM

CALL TO ORDER & ROLL CALL

AGENDA APPROVAL

SPECIAL BUSINESS

- 1. Comprehensive Plan: Environmental Element

ADJOURNMENT

REGULAR AGENDA, 7 PM

CALL TO ORDER & ROLL CALL

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

PUBLIC HEARINGS, PRESENTATIONS, PROCLAMATIONS, AND APPOINTMENTS

Public Hearings

Appointments

Presentations

2. Introduction of Mayor's Proposed 2025-2030 CIP ("Non-Utilities")

Proclamations

3. Proclamation 24-10: Affordable Housing Week
4. Proclamation 24-11: National Police Week

PUBLIC COMMENTS AND REQUESTS FOR ITEMS NOT ON THE AGENDA

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

CONSENT AGENDA

5. Approve the City Council Meeting Minutes dated April 22, 2024.
6. Approve the Claims Report dated May 13, 2024.

ORDINANCES

7. AB24-015: Misuse of the 911 Response System

COMMITTEE REPORTS**Public Safety Committee:****Community Development Committee:**

8. AB24-055: Emergency Housing Draft Code Amendment
9. AB24-056: Motion on Economic Development Element

Parks & Public Works Committee:**Finance & Administration Committee:**

10. North Bend Police Services Contract

Committee of the Whole:**REPORTS**

11. Mayor's Report
12. Commission/Committee Liaison Reports
13. Department Reports

EXECUTIVE SESSION

14. Executive Session pursuant to RCW 42.30.110(1)(i) Potential Litigation.
15. Closed Session pursuant to RCW 42.30.140(4)(b) Collective Bargaining Proceedings.

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 no later than 3:00 pm the day of the meeting.