



## FINANCE & ADMINISTRATION COMMITTEE & COMMITTEE OF THE WHOLE MEETING

Tuesday, July 16, 2024, at 6:00 PM

Snoqualmie City Hall, 38624 SE River Street & Zoom

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### COMMITTEE MEMBERS

Chair: Bryan Holloway

Councilmembers: Jolyon Johnson and Cara Christensen

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

**Join by Telephone:** To listen to the meeting via telephone, please call **253.215.8782** and enter

Webinar ID **880 1897 0598** and Password **1830050121** if prompted.

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

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- 3) If prompted for Webinar ID, enter **880 1897 0598**; Enter Password **1830050121**
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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 July 2, 2024.

### APPROVAL OF WARRANTS / CLAIMS

- [2.](#) Consideration of Claims Report dated July 22, 2024.

### AGENDA BILLS

- [3.](#) **AB24-085:** Snoqualmie Police Association (SPA) Collective Bargaining Agreement (CBA).
- [4.](#) **AB24-077:** Council Chambers Audio and Video Upgrade.

### DISCUSSION

### CITY COUNCIL AGENDA REVIEW

- [5.](#) Review Draft City Council Agenda dated July 22, 2024.

### ADJOURNMENT



## FINANCE & ADMINISTRATION COUNCIL COMMITTEE & COMMITTEE OF THE WHOLE MEETING MINUTES JULY 2, 2024

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

### CALL TO ORDER

Chair Holloway called the meeting to order at 6:04 pm.

**Committee Members:** Councilmembers Bryan Holloway, Jolyon Johnson, and Cara Christensen were present.

Mayor Katherine Ross was also present.

#### City Staff:

Mike Chambliss, City Administrator; Deana Dean, City Clerk; Gretchen Garrett, Deputy City Clerk; Drew Bouta, Finance Director; Jeff Hamlin, Parks & Public Works Director; Dylan Gamble, CIP Manager; Janna Walker, Budget Manager; IT Director; Fletcher Lacroix; and Andrew Jongekryg, IT Support.

**AGENDA APPROVAL** - The agenda was approved as presented.

**PUBLIC COMMENTS** - There were no public comments.

**MINUTES** - The minutes from the June 18, 2024, meeting were approved as presented.

### APPROVAL OF WARRANTS / CLAIMS

2. The claims report dated July 8, 2024, was approved to move forward at the July 8, 2024, Council meeting on the consent agenda.

### AGENDA BILLS

3. **AB24-075:** 2025-2030 Non-Utilities Capital Improvement Plan (CIP). Handouts and presentation provided by Finance Director Drew Bouta. Committee questions followed. Additional information provided by Josh Sutton of the YMCA. This item will be heard at the July 8, 2024, City Council Roundtable meeting. Committee requested the presentation slides be provided in advance of the meeting and that a resolution be brought forward stating Council's intent.

### DISCUSSION

4. Upcoming Agenda Items: Informational Only.

## **CITY COUNCIL MEETING AGENDA REVIEW**

5. Review Draft City Council Agenda dated July 8, 2024. The agenda was approved as amended.

## **ADJOURNMENT**

The meeting was adjourned at 6:44 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.*



**Drew Bouta, Director of Finance**

38624 SE River St. | PO Box 987

Snoqualmie, Washington 98065

(425) 888-1555 | [dbouta@snoqualmiewa.gov](mailto:dbouta@snoqualmiewa.gov)

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

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

**Date:** July 22, 2024

**Subject:** CLAIMS REPORT  
Approval of payments for the period: June 26, 2024, through July 8, 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	
		From #	Thru #		Qty	Amount
100	7/3/2024	82140	82177	\$ 648,039.50	38	648,039.50
101	7/3/2024	82178	82273	\$ 1,734,472.44	96	1,734,472.44
						-
						-
						-
<b>Grand Total</b>						<b>2,382,511.94</b>

PAYROLL (Including Payroll Benefits)						
Batch ID	Date	Warrants		Amount	ACH	
		From #	Thru #		Qty	Amount
PR 7-8-24	7/8/2024				112	\$ 446,151.53
PRV 7-8-24	7/8/2024	62509	62516	\$ 6,989.30	15	\$ 528,055.40
						-
						-
<b>Grand Total</b>						<b>981,196.23</b>

MISCELLANEOUS DISBURSEMENTS				
Date	Description	ACH Amount	Wire Amount	MISC TOTAL
6/26/2024	Dept. of Revenue - Monthly Excise Tax	\$ 45,612.38		\$ 45,612.38
7/1/2024	Merchant Card Fees - Bankcard	\$ 9,008.61		\$ 9,008.61
7/2/2024	Merchant Card Fees - Bluefin	\$ 660.81		\$ 660.81
7/2/2024	Merchant Card Fees - Merchant Transact	\$ 785.83		\$ 785.83
7/2/2024	Navia - 2024 FSA Plan Reimbursements	\$ 522.47		\$ 522.47
7/2/2024	Navia - 2024 HRA Plan Reimbursements	\$ 5,443.75		\$ 5,443.75
7/3/2024	Merchant Card Fees - Tyler Munis	\$ 69.82		\$ 69.82
7/5/2024	Merchant Card Fees - American Express	\$ 1,354.90		\$ 1,354.90
7/5/2024	Merchant Card Fees - Tyler Munis - American Expre	\$ 2.01		\$ 2.01
				-
<b>Grand Total</b>				<b>63,460.58</b>

**Total** **3,427,168.75**

The following claims and payments were objected to by Finance Director: **NONE**

(Itemize claims/demands amounts and circumstances, and summarize reasons for objection)

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

*Drew Bouta*

Jul 9, 2024

Drew Bouta, Director of Finance

Date

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

## City of Snoqualmie

Claims presented to the City to be paid in the amount of \$648,039.50

For claims warrants numbered 82140 through 82177 &amp; dated 6/27/2024

For claims warrants numbered 82140 through 82177 & dated 6/27/2024											#100		
VENDOR NAME	ACCOUNT	ACCOUNT DESC	YEAR	PERIOD	TYPE	STATUS	AMOUNT	CHECK NO	INVOICE #	FULL DESC	INVOICE DATE	CHECK DATE	
AMZONCAP	FIRS2210 531000	Office Supplies	2024	6	INV	Paid	443.17	82140	1NDM-T7VX-IJ91	Replacement Batteries/Paper Towels	45446	6/27/2024	
AMZONCAP	FIRS2220 531910	Operating Supplies	2024	6	INV	Paid	76.20	82140	193Q-H66K-7KCY	Laundry Detergent	45440	6/27/2024	
Control Systems	41759436 563000	WRF Improve Construction	2024	6	INV	Paid	12,988.17	82141	1639R	Onsite MCC equip verif, inspect, config, & testing	45453	6/27/2024	
CORPPAY	CLKS1420 541000	Professional Svcs - General	2024	6	INV	Paid	262.50	82142	6/24 DD	City Credit Card D. Dean	45464	6/27/2024	
CORPPAY	CLKS1420 542300	Postage & Freight	2024	6	INV	Paid	24.47	82142	6/24 DD	City Credit Card D. Dean	45464	6/27/2024	
CORPPAY	EMGS2560 531911	SECAST Van M&O Supplies	2024	6	INV	Paid	210.00	82142	6/24 JR	City Credit Card J. Rellamas	45464	6/27/2024	
CORPPAY	EMGS2560 531911	SECAST Van M&O Supplies	2024	6	INV	Paid	29.41	82142	6/24 M Bailey	City Credit Card M. Bailey	45464	6/27/2024	
CORPPAY	EXES1310 543000	Training & Travel	2024	6	INV	Paid	393.65	82142	6/24 KR	City Credit Card K. Ross	45464	6/27/2024	
CORPPAY	EXES1310 549100	City-Sponsored Expenses	2024	6	INV	Paid	30.25	82142	6/24 JH	City Credit Card J. Hamlin	45464	6/27/2024	
CORPPAY	FIRS2210 523100	Clothing Allowance	2024	6	INV	Paid	62.91	82142	6/24 JR	City Credit Card J. Rellamas	45464	6/27/2024	
CORPPAY	FIRS2210 531000	Office Supplies	2024	6	INV	Paid	42.91	82142	6/24 JR	City Credit Card J. Rellamas	45464	6/27/2024	
CORPPAY	FIRS2210 549100	City-Sponsored Expenses	2024	6	INV	Paid	144.25	82142	6/24 JR	City Credit Card J. Rellamas	45464	6/27/2024	
CORPPAY	FIRS2220 523100	Clothing Allowance	2024	6	INV	Paid	164.59	82142	6/24 M Bailey	City Credit Card M. Bailey	45464	6/27/2024	
CORPPAY	FIRS2220 531050	Uniforms & Protective Gear	2024	6	INV	Paid	40.66	82142	6/24 M Bailey	City Credit Card M. Bailey	45464	6/27/2024	
CORPPAY	FIRS2220 531910	Operating Supplies	2024	6	INV	Paid	340.00	82142	6/24 M Bailey	City Credit Card M. Bailey	45464	6/27/2024	
CORPPAY	FIRS2245 543000	Training & Travel	2024	6	INV	Paid	503.82	82142	6/24 M Bailey	City Credit Card M. Bailey	45464	6/27/2024	
CORPPAY	HUMS1810 541420	HR-Related Services	2024	6	INV	Paid	257.73	82142	6/24 KJ	City Credit Card K. Johnson	45464	6/27/2024	
CORPPAY	STR54290 549100	City-Sponsored Expenses	2024	6	INV	Paid	13.23	82142	6/24 JH	City Credit Card J. Hamlin	45464	6/27/2024	
CORPPAY	40153410 523300	Reimb - Dues, Licenses & Cert	2024	6	INV	Paid	225.00	82142	6/24 JH	City Credit Card J. Hamlin	45464	6/27/2024	
CORPPAY	40153410 523300	Reimb - Dues, Licenses & Cert	2024	6	INV	Paid	450.00	82142	6/24 JQ	BAT Certification- Hebel & Hilton	45464	6/27/2024	
CORPPAY	40153410 543000	Training & Travel	2024	6	INV	Paid	1,540.00	82142	6/24 JH	City Credit Card J. Hamlin	45464	6/27/2024	
CORPPAY	51051821 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	1,807.60	82142	6/24 DH	City Credit Card D. Harris	45464	6/27/2024	
COS	FIRS2250 547300	Water - Sewer - Stormwater	2024	6	INV	Paid	855.43	82143	UB 5/24	COS UB 5/24	45449	6/27/2024	
COS	NONS1820 547300	Water - Sewer - Stormwater	2024	6	INV	Paid	194.02	82143	UB 5/24	COS UB 5/24	45449	6/27/2024	
COS	PKF57680 547300	Water - Sewer - Stormwater	2024	6	INV	Paid	14,203.50	82143	UB 5/24	COS UB 5/24	45449	6/27/2024	
COS	POLS2150 547300	Water - Sewer - Stormwater	2024	6	INV	Paid	971.18	82143	UB 5/24	COS UB 5/24	45449	6/27/2024	
COS	STR54230 547300	Water - Sewer - Stormwater	2024	6	INV	Paid	2,097.78	82143	UB 5/24	COS UB 5/24	45449	6/27/2024	
COS	STR54270 547300	Water - Sewer - Stormwater	2024	6	INV	Paid	195.34	82143	UB 5/24	COS UB 5/24	45449	6/27/2024	
COS	40153481 547300	Water - Sewer - Stormwater	2024	6	INV	Paid	887.81	82143	UB 5/24	COS UB 5/24	45449	6/27/2024	
COS	40153935 547300	Water - Sewer - Stormwater	2024	6	INV	Paid	250.07	82143	UB 5/24	COS UB 5/24	45449	6/27/2024	
COS	40253580 547300	Water - Sewer - Stormwater	2024	6	INV	Paid	8,607.95	82143	UB 5/24	COS UB 5/24	45449	6/27/2024	
COS	40353130 547300	Water - Sewer - Stormwater	2024	6	INV	Paid	969.48	82143	UB 5/24	COS UB 5/24	45449	6/27/2024	
COS	51051821 547300	Water - Sewer - Stormwater	2024	6	INV	Paid	6,422.86	82143	UB 5/24	COS UB 5/24	45449	6/27/2024	
COS BD	31126050 541073	C Pk Sprayground - Design	2024	6	INV	Paid	1,856.91	82144	PLMB2024-013	For City of Snoq Plumbing Permit C Pk Sprayground	45454	6/27/2024	
CPSE	FIRS2210 541000	Professional Svcs - General	2024	6	INV	Paid	3,060.00	82145	05-19045	Ctr for Public Sfty Excellence strategic planning	45440	6/27/2024	
Deana Dean	COUS1160 549100	City-Sponsored Expenses	2024	6	INV	Paid	74.39	82146	RE D Dean	snacks, beverages for June 10, 2024 Council Mtg.	45454	6/27/2024	
DOE2	40253510 541561	Water Quality Program Fees	2024	6	INV	Paid	10,103.50	82147	24-WA00224038-1	Permitting fees NPDES Water Quality prgrm	45345	6/27/2024	
FCSGROUP	PLN55860 541000	Professional Svcs - General	2024	6	INV	Paid	9,813.75	82148	3743-22405103	Capital Facilities Funding Plan	45429	6/27/2024	
GALLSLC	FIRS2220 531050	Uniforms & Protective Gear	2024	6	INV	Paid	27.12	82149	027883554	Embroiderable Rectangle Patch	45420	6/27/2024	
GALLSLC	FIRS2220 531050	Uniforms & Protective Gear	2024	6	INV	Paid	251.20	82149	027993915	Leather Boots	45432	6/27/2024	
HD Fowler	40353130 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	59.32	82150	I6719890	Replacement gasket for storm line access cover	45447	6/27/2024	
KBM	LEG51541 541100	Outside Legal Services - Gen	2024	6	INV	Paid	1,512.00	82151	22689	Pre-Defense General	45446	6/27/2024	
KC 710	50251888 542200	INET Internet Network Services	2024	6	INV	Paid	1,023.00	82152	11014655	King County INET	45412	6/27/2024	
KC 710	50251888 542200	INET Internet Network Services	2024	6	INV	Paid	1,023.00	82152	11014704	King County INET	45443	6/27/2024	
Kennedy/Jenks	40253580 541050	Engineering Services	2024	6	INV	Paid	14,803.20	82153	172155	Mixing zone study data review and analysis	45443	6/27/2024	
KI 2	FIRS2220 523100	Clothing Allowance	2024	6	INV	Paid	235.93	82154	9397	Slv strpg, hat emblm, brass cutout, gloss, nmlplate	45442	6/27/2024	
LAI	FIRS2220 531912	EMS Supplies & Equipment	2024	6	INV	Paid	630.62	82155	1420310	gloves, test strips, face mask, saline rinse bandg	45378	6/27/2024	
LAI	FIRS2220 531912	EMS Supplies & Equipment	2024	6	INV	Paid	776.24	82155	1420317	N95 face mask	45378	6/27/2024	
Landscape Structures	31126050 563009	C Pk Sprayground - Construct	2024	6	INV	Paid	160,350.00	82156	INV-139610-MAY	For May Sitework of the Splashpad	45446	6/27/2024	
LDC	PLN55860 541000	Professional Svcs - General	2024	6	INV	Paid	550.50	82157	34610	Snoqualmie Middle Housing	45426	6/27/2024	
LEVEL3	50251888 542000	Telephone Service	2024	6	INV	Paid	57.88	82158	692235614	Monthly Telephone Service	45444	6/27/2024	
LIFTOFF	50251881 548860	Hardware-Software Maintenance	2024	6	INV	Paid	30,570.00	82159	7305Ren24A	0365 Licenses Annual Renewal	45448	6/27/2024	
LIFTOFF	50251881 548860	Hardware-Software Maintenance	2024	6	INV	Paid	31,188.00	82159	7305Ren24B	0365 G3 Licenses Annual Renewal	45448	6/27/2024	

LOUDEDGE	40153481 549300	Printing	2024	6	INV	Paid	125.00	82160 C05-060124-B	Water Quality Report	45444	6/27/2024
LOUDEDGE	40153481 549300	Printing	2024	6	INV	Paid	95.00	82160 C05-120122-B	Flood Report	45261	6/27/2024
MACDMILL	PKF57680 548000	Repair & Maintenance Services	2024	6	INV	Paid	1,306.55	82161 SVC288039	Burst water line repair	45324	6/27/2024
MACDMILL	PKF57680 548000	Repair & Maintenance Services	2024	6	INV	Paid	1,310.07	82161 SVC290899	repair pipe leak under building	45351	6/27/2024
MACDMILL	PKF57680 548000	Repair & Maintenance Services	2024	6	INV	Paid	2,448.07	82161 SVC290915	urinal not draining-repair	45351	6/27/2024
MACDMILL	PKF57680 548000	Repair & Maintenance Services	2024	6	INV	Paid	1,616.32	82161 SVC297332	urinal leak backside chase room	45412	6/27/2024
Michael Liebetrau	POL52110 542300	Postage & Freight	2024	6	INV	Paid	4.75	82162 RE M Liebetrau 10/23	Reimb. M Liebetrau 10/23 card stock, gear, postage	45455	6/27/2024
Michael Liebetrau	POL52110 542300	Postage & Freight	2024	6	INV	Paid	8.04	82162 RE M Liebetrau 11/23	Reimb. M Liebetrau 11/23 postage & patches	45455	6/27/2024
Michael Liebetrau	POL52110 542300	Postage & Freight	2024	6	INV	Paid	10.81	82162 RE M Liebetrau 8/23	Reimb. M. Liebetrau 8/2023	45455	6/27/2024
Michael Liebetrau	POL52121 531050	Uniforms & Protective Gear	2024	6	INV	Paid	76.23	82162 RE M Liebetrau 10/23	Reimb. M Liebetrau 10/23 card stock, gear, postage	45455	6/27/2024
Michael Liebetrau	POL52122 531000	Office Supplies	2024	6	INV	Paid	4.61	82162 RE M Liebetrau 10/23	Reimb. M Liebetrau 10/23 card stock, gear, postage	45455	6/27/2024
Michael Liebetrau	POL52122 531000	Office Supplies	2024	6	INV	Paid	15.20	82162 RE M Liebetrau 5/23	Reimb. M Liebetrau silver markers 5/25/23	45455	6/27/2024
Michael Liebetrau	POL52122 531000	Office Supplies	2024	6	INV	Paid	24.03	82162 RE M Liebetrau 6/23	Reimb. M Liebetrau book stand, copy stamp 6/2023	45455	6/27/2024
Michael Liebetrau	POL52122 531000	Office Supplies	2024	6	INV	Paid	59.42	82162 RE M Liebetrau 7/23	Reimb. M Liebetrau 7/23 off suppl, gear, op suppl	45455	6/27/2024
Michael Liebetrau	POL52122 531000	Office Supplies	2024	6	INV	Paid	153.20	82162 RE M Liebetrau 8/23	Reimb. M. Liebetrau 8/2023	45455	6/27/2024
Michael Liebetrau	POL52122 531000	Office Supplies	2024	6	INV	Paid	15.44	82162 RE M Liebetrau 9/23	Reimb. M Liebetrau 9/23	45455	6/27/2024
Michael Liebetrau	POL52122 531050	Uniforms & Protective Gear	2024	6	INV	Paid	49.01	82162 RE M Liebetrau 11/23	Reimb. M Liebetrau 11/23 postage & patches	45455	6/27/2024
Michael Liebetrau	POL52122 531050	Uniforms & Protective Gear	2024	6	INV	Paid	131.43	82162 RE M Liebetrau 9/23	Reimb. M Liebetrau 9/23	45455	6/27/2024
Michael Liebetrau	POL52122 531820	Info Tech Components	2024	6	INV	Paid	179.59	82162 RE M Liebetrau 8/23	Reimb. M. Liebetrau 8/2023	45455	6/27/2024
Michael Liebetrau	POL52122 531820	Info Tech Components	2024	6	INV	Paid	99.77	82162 RE M Liebetrau 5/23	Reimb. M Liebetrau 9/23	45455	6/27/2024
Michael Liebetrau	POL52122 531910	Operating Supplies	2024	6	INV	Paid	525.69	82162 RE M Liebetrau 1/24	Reimb. M Liebetrau 1/24 suppl for Sgt assessmt	45455	6/27/2024
Michael Liebetrau	POL52122 531910	Operating Supplies	2024	6	INV	Paid	26.34	82162 RE M Liebetrau 3/23	Reimb. M Liebetrau food for Access Audit 3/16/23	45455	6/27/2024
Michael Liebetrau	POL52122 531910	Operating Supplies	2024	6	INV	Paid	23.09	82162 RE M Liebetrau 7/23	Reimb. M Liebetrau 7/23 off suppl, gear, op suppl	45455	6/27/2024
Michael Liebetrau	POL52122 531910	Operating Supplies	2024	6	INV	Paid	130.15	82162 RE M Liebetrau 8/23	Reimb. M. Liebetrau 8/2023	45455	6/27/2024
Michael Liebetrau	POL52122 531910	Operating Supplies	2024	6	INV	Paid	497.27	82162 RE M Liebetrau 9/23	Reimb. M Liebetrau 9/23	45455	6/27/2024
Michael Liebetrau	01452110 542300	Postage & Freight	2024	6	INV	Paid	1.83	82162 RE M Liebetrau 10/23	Reimb. M Liebetrau 10/23 card stock, gear, postage	45455	6/27/2024
Michael Liebetrau	01452122 531050	Uniforms & Protective Gear	2024	6	INV	Paid	49.00	82162 RE M Liebetrau 11/23	Reimb. M Liebetrau 11/23 postage & patches	45455	6/27/2024
Michael Liebetrau	01452122 531050	Uniforms & Protective Gear	2024	6	INV	Paid	138.67	82162 RE M Liebetrau 7/23	Reimb. M Liebetrau 7/23 off suppl, gear, op suppl	45455	6/27/2024
Michael Liebetrau	01452122 531820	Info Tech Components	2024	6	INV	Paid	50.76	82162 RE M Liebetrau 8/23	Reimb. M. Liebetrau 8/2023	45455	6/27/2024
Minuteman Press	FIR52210 549300	Printing	2024	6	INV	Paid	103.22	82163 52239	Business Cards	45324	6/27/2024
Minuteman Press	40153481 531000	Office Supplies	2024	6	INV	Paid	242.43	82163 93037	April 2023 Util. Bill printing/folding, Envelopes	45450	6/27/2024
Minuteman Press	40153481 549300	Printing	2024	6	INV	Paid	319.16	82163 93037	April 2023 Util. Bill printing/folding, Envelopes	45450	6/27/2024
Minuteman Press	40253580 531000	Office Supplies	2024	6	INV	Paid	242.43	82163 93037	April 2023 Util. Bill printing/folding, Envelopes	45450	6/27/2024
Minuteman Press	40253580 549300	Printing	2024	6	INV	Paid	319.16	82163 93037	April 2023 Util. Bill printing/folding, Envelopes	45450	6/27/2024
Minuteman Press	40353130 531000	Office Supplies	2024	6	INV	Paid	242.41	82163 93037	April 2023 Util. Bill printing/folding, Envelopes	45450	6/27/2024
Minuteman Press	40353130 549300	Printing	2024	6	INV	Paid	319.16	82163 93037	April 2023 Util. Bill printing/folding, Envelopes	45450	6/27/2024
NAVIA AP	00150020 522300	HRA Medical Reimbursements	2024	6	INV	Paid	10.35	82164 10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	CLK51420 522300	HRA Medical Reimbursements	2024	6	INV	Paid	4.14	82164 10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	COM55720 522300	HRA Medical Reimbursements	2024	6	INV	Paid	8.28	82164 10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	EVE57120 522300	HRA Medical Reimbursements	2024	6	INV	Paid	2.90	82164 10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	EXE51310 522300	HRA Medical Reimbursements	2024	6	INV	Paid	8.28	82164 10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	FINS1423 522300	HRA Medical Reimbursements	2024	6	INV	Paid	33.12	82164 10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	FIR52220 522300	HRA Medical Reimbursements	2024	6	INV	Paid	0.41	82164 10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	HUM51810 522300	HRA Medical Reimbursements	2024	6	INV	Paid	8.28	82164 10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	LEG51531 522300	HRA Medical Reimbursements	2024	6	INV	Paid	4.14	82164 10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	NON51810 541000	Professional Svcs - General	2024	6	INV	Paid	100.00	82164 10861162	FSA Admin Fees- May	45442	6/27/2024
NAVIA AP	PKA57680 522300	HRA Medical Reimbursements	2024	6	INV	Paid	0.83	82164 10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	PKF57680 522300	HRA Medical Reimbursements	2024	6	INV	Paid	31.06	82164 10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	PLN55860 522300	HRA Medical Reimbursements	2024	6	INV	Paid	7.45	82164 10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	POL52110 522300	HRA Medical Reimbursements	2024	6	INV	Paid	15.57	82164 10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	POL52121 522300	HRA Medical Reimbursements	2024	6	INV	Paid	4.14	82164 10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	POL52122 522300	HRA Medical Reimbursements	2024	6	INV	Paid	51.34	82164 10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	POL52131 522300	HRA Medical Reimbursements	2024	6	INV	Paid	8.28	82164 10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	STR54230 522300	HRA Medical Reimbursements	2024	6	INV	Paid	2.07	82164 10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	STR54290 522300	HRA Medical Reimbursements	2024	6	INV	Paid	0.83	82164 10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	01452110 522300	HRA Medical Reimbursements	2024	6	INV	Paid	5.13	82164 10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	01452122 522300	HRA Medical Reimbursements	2024	6	INV	Paid	39.33	82164 10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	31132010 522300	HRA Medical Reimbursements	2024	6	INV	Paid	2.19	82164 10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	31132020 522300	HRA Medical Reimbursements	2024	6	INV	Paid	3.06	82164 10861163	HRA Admin Fees- May	45442	6/27/2024

NAVIA AP	31132030 522300	HRA Medical Reimbursements	2024	6	INV	Paid	3.02	82164	10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	40153410 522300	HRA Medical Reimbursements	2024	6	INV	Paid	0.83	82164	10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	40153481 522300	HRA Medical Reimbursements	2024	6	INV	Paid	14.49	82164	10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	40153915 522300	HRA Medical Reimbursements	2024	6	INV	Paid	0.41	82164	10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	40153935 522300	HRA Medical Reimbursements	2024	6	INV	Paid	6.21	82164	10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	40253510 522300	HRA Medical Reimbursements	2024	6	INV	Paid	0.83	82164	10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	40253580 522300	HRA Medical Reimbursements	2024	6	INV	Paid	33.12	82164	10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	40353110 522300	HRA Medical Reimbursements	2024	6	INV	Paid	0.83	82164	10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	40353130 522300	HRA Medical Reimbursements	2024	6	INV	Paid	12.42	82164	10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	40353190 522300	HRA Medical Reimbursements	2024	6	INV	Paid	8.28	82164	10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	41759431 522300	HRA Medical Reimbursements	2024	6	INV	Paid	2.28	82164	10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	41759434 522300	HRA Medical Reimbursements	2024	6	INV	Paid	4.55	82164	10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	41759435 522300	HRA Medical Reimbursements	2024	6	INV	Paid	4.55	82164	10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	50154861 522300	HRA Medical Reimbursements	2024	6	INV	Paid	0.41	82164	10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	50154868 522300	HRA Medical Reimbursements	2024	6	INV	Paid	6.21	82164	10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	50251888 522300	HRA Medical Reimbursements	2024	6	INV	Paid	20.70	82164	10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	51051820 522300	HRA Medical Reimbursements	2024	6	INV	Paid	0.21	82164	10861163	HRA Admin Fees- May	45442	6/27/2024
NAVIA AP	51051821 522300	HRA Medical Reimbursements	2024	6	INV	Paid	6.21	82164	10861163	HRA Admin Fees- May	45442	6/27/2024
NFE	31126090 563014	Trails Replace - Construction	2024	6	INV	Paid	1,635.00	82165	9632	Crane service to set trail bridge beams	45448	6/27/2024
NFE	40253560 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	3,815.00	82165	9660	Rock for utility access pond row	45435	6/27/2024
NORCAM	FIR52220 541511	Dispatch Services	2024	6	INV	Paid	15,771.36	82166	0001709	Q3 2024 NORCOM fees	45444	6/27/2024
OTAK	PLN55860 541080	Environmental Services	2024	6	INV	Paid	5,286.00	82167	000042400424	Comp Plan Update	45412	6/27/2024
OTAK	PLN55860 541080	Environmental Services	2024	6	INV	Paid	461.00	82167	000052400219	Comp Plan Update	45432	6/27/2024
OTAK	PLN55860 541080	Environmental Services	2024	6	INV	Paid	11,461.75	82167	000052400490	Comp Plan Update	45443	6/27/2024
PARAMET	31137020 541000	Community Ctr - Prof'l Svcs	2024	6	INV	Paid	2,545.28	82168	55909	Comm. Ctr Design/Build Support svcs to 5/4/2024	45432	6/27/2024
POA-OR	50251888 545200	Rent - Furniture & Equipment	2024	6	INV	Paid	659.65	82169	262463	Copier Kit Overage	45435	6/27/2024
PREMIERM	01257321 541390	Advertising, Legal Notices etc	2024	6	INV	Paid	3,590.00	82170	322-M	Plein Air Print Ad/Art Off The Rls digital ad/eml	45444	6/27/2024
PSE	FIR52250 547100	Electricity	2024	6	INV	Paid	1,613.43	82171	257959 6/24	Electricity	45447	6/27/2024
PSE	PKF57680 547100	Electricity	2024	6	INV	Paid	223.13	82171	002042 6/24	Electricity	45450	6/27/2024
PSE	PKF57680 547100	Electricity	2024	6	INV	Paid	2,904.64	82171	007355 6/24	Electricity	45453	6/27/2024
PSE	STR54263 547100	Electricity	2024	6	INV	Paid	7,487.70	82171	001499 6/24 2	Electricity	45450	6/27/2024
PSE	STR54263 547100	Electricity	2024	6	INV	Paid	13.30	82171	01499 5/24	Electricity	45440	6/27/2024
PSE	STR54263 547100	Electricity	2024	6	INV	Paid	46.84	82171	01499 6/24	Electricity	45446	6/27/2024
PSE	STR54263 547100	Electricity	2024	6	INV	Paid	25.50	82171	431306 5/24	Electricity	45443	6/27/2024
PSE	STR54263 547100	Electricity	2024	6	INV	Paid	12.13	82171	456550 6/24	Electricity	45447	6/27/2024
PSE	STR54263 547100	Electricity	2024	6	INV	Paid	16.43	82171	577403 6/24	Electricity	45447	6/27/2024
PSE	STR54263 547100	Electricity	2024	6	INV	Paid	14.77	82171	577445 6/24	Electricity	45447	6/27/2024
PSE	STR54263 547100	Electricity	2024	6	INV	Paid	131.24	82171	617464 6/24	Electricity	45447	6/27/2024
PSE	STR54263 547100	Electricity	2024	6	INV	Paid	1,554.08	82171	639966 6/24	Electricity	45447	6/27/2024
PSE	STR54263 547100	Electricity	2024	6	INV	Paid	33.54	82171	742043 6/24	Electricity	45447	6/27/2024
PSE	STR54263 547100	Electricity	2024	6	INV	Paid	66.66	82171	780111 6/24	Electricity	45447	6/27/2024
PSE	STR54263 547100	Electricity	2024	6	INV	Paid	12.33	82171	780137 6/24	Electricity	45447	6/27/2024
PSE	STR54263 547100	Electricity	2024	6	INV	Paid	26.28	82171	943807 5/24	Electricity	45426	6/27/2024
PSE	STR54263 547100	Electricity	2024	6	INV	Paid	23.10	82171	943807 6/24	Electricity	45456	6/27/2024
PSE	40153481 547100	Electricity	2024	6	INV	Paid	7,273.17	82171	004220 5/24	Electricity	45440	6/27/2024
PSE	40153481 547100	Electricity	2024	6	INV	Paid	17.52	82171	037989 6/24	Electricity	45448	6/27/2024
PSE	40153482 547100	Electricity	2024	6	INV	Paid	838.49	82171	004220 5/24	Electricity	45440	6/27/2024
PSE	40153935 547100	Electricity	2024	6	INV	Paid	827.94	82171	002042 6/24	Electricity	45450	6/27/2024
PSE	40153935 547100	Electricity	2024	6	INV	Paid	11.99	82171	103385 6/24	Electricity	45447	6/27/2024
PSE	40153935 547100	Electricity	2024	6	INV	Paid	2,693.46	82171	436232 6/24	Electricity	45447	6/27/2024
PSE	40153935 547100	Electricity	2024	6	INV	Paid	13.09	82171	794782 6/24	Electricity	45447	6/27/2024
PSE	40253565 547100	Electricity	2024	6	INV	Paid	40.50	82171	007124 6/24	Electricity	45453	6/27/2024
PSE	40253565 547100	Electricity	2024	6	INV	Paid	9,229.00	82171	010656 5/24	Electricity	45418	6/27/2024
PSE	40253565 547100	Electricity	2024	6	INV	Paid	7,416.07	82171	010656 6/24	Electricity	45450	6/27/2024
PSE	40253565 547100	Electricity	2024	6	INV	Paid	29.85	82171	241392 6/24	Electricity	45447	6/27/2024
PSE	40253565 547100	Electricity	2024	6	INV	Paid	179.59	82171	241418 6/24	Electricity	45447	6/27/2024
PSE	40253580 547100	Electricity	2024	6	INV	Paid	18,663.63	82171	010656 5/24	Electricity	45418	6/27/2024
PSE	40253580 547100	Electricity	2024	6	INV	Paid	26,350.44	82171	010656 6/24	Electricity	45450	6/27/2024
PSE	51051821 547100	Electricity	2024	6	INV	Paid	271.17	82171	005615 6/24	Electricity	45450	6/27/2024



PSE	51051821 547100	Electricity	2024	6	INV	Paid	539.29	82171 133972 6/24	Electricity	45447	6/27/2024
PSE	51051821 547100	Electricity	2024	6	INV	Paid	79.58	82171 198066 6/24	Electricity	45447	6/27/2024
PSE	51051821 547100	Electricity	2024	6	INV	Paid	30.19	82171 198082 6/24	Electricity	45447	6/27/2024
PSE	51051821 547100	Electricity	2024	6	INV	Paid	11.65	82171 400820 6/24	Electricity	45447	6/27/2024
PSE	51051821 547100	Electricity	2024	6	INV	Paid	88.10	82171 549936 6/24	Electricity	45447	6/27/2024
PSE	51051821 547100	Electricity	2024	6	INV	Paid	1,519.30	82171 885592 6/24	Electricity	45447	6/27/2024
RH2	40153410 541000	Professional Svcs - General	2024	6	INV	Paid	1,607.72	82172 95486	Eagle Lake design, grading; rclm H2O plan update	45404	6/27/2024
RH2	40153410 541000	Professional Svcs - General	2024	6	INV	Paid	3,022.47	82172 95964	Eagle Lake design, reclaim H2O syst plan modeling	45419	6/27/2024
RH2	40253510 541000	Professional Svcs - General	2024	6	INV	Paid	1,607.72	82172 95486	Eagle Lake design, grading; rclm H2O plan update	45404	6/27/2024
RH2	40253510 541000	Professional Svcs - General	2024	6	INV	Paid	3,022.47	82172 95964	Eagle Lake design, reclaim H2O syst plan modeling	45419	6/27/2024
RH2	41134100 541060	Eagle Lake Reclam Design	2024	6	INV	Paid	22,015.21	82172 95486	Eagle Lake design, grading; rclm H2O plan update	45404	6/27/2024
RH2	41134100 541060	Eagle Lake Reclam Design	2024	6	INV	Paid	17,001.08	82172 95964	Eagle Lake design, reclaim H2O syst plan modeling	45419	6/27/2024
RH2	41759436 541040	WRF Improve Const Mgmt	2024	6	INV	Paid	101,206.54	82172 95452	SRF P3 Const, Mgmt, study, SCADA prep, inspect	45391	6/27/2024
SV School Dist	01452122 532100	Gasoline/Diesel Fuel	2024	6	INV	Paid	4,131.03	82173 8127	Fleet and NB Police Fuel	45453	6/27/2024
SV School Dist	50154868 532100	Gasoline/Diesel Fuel	2024	6	INV	Paid	11,277.62	82173 8127	Fleet and NB Police Fuel	45453	6/27/2024
TTKCM	PLN55860 541000	Professional Svcs - General	2024	6	INV	Paid	11,779.10	82174 52244613	Repetitive Loss Area Analysis	45429	6/27/2024
UNITEDSI	40353130 548000	Repair & Maintenance Services	2024	6	INV	Paid	185.00	82175 INV-4532247	Portable Toilet Service for DOC Operations	45443	6/27/2024
USAB	40153482 531500	Uniforms & Protective Gear	2024	6	INV	Paid	96.83	82176 INV00373752	ph buffer solution and iron reagent packets	45434	6/27/2024
Water Mgmt Labs	40153481 541000	Professional Svcs - General	2024	6	INV	Paid	420.00	82177 220657	May 2024 arsenic and bacteria samples	45441	6/27/2024

## City of Snoqualmie

Claims presented to the City to be paid in the amount of \$1,734,472.44

For claims warrants numbered 82178 through 82273 &amp; dated 7/3/2024

#101												
VENDOR NAME	ACCOUNT	ACCOUNT DESC	YEAR	PERIOD	TYPE	STATUS	AMOUNT	CHECK NO	INVOICE #	FULL DESC	INVOICE DATE	CHECK DATE
ALLIEDE	40253550 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	189.41	82178	9019476120	automation hour meter	45455	7/3/2024
AM TEST	40253585 541000	Professional Svcs - General	2024	7	INV	Paid	1,295.00	82179	140322	3rd party lab	45443	7/3/2024
AMZONCAP	EMG52560 531911	SECAST Van M&O Supplies	2024	6	INV	Paid	31.24	82180	1KFC-7FPC-DF49	Blue Sea Systems Battery	45385	7/3/2024
AMZONCAP	EMG52560 531911	SECAST Van M&O Supplies	2024	6	INV	Paid	176.57	82180	1PR1-CQK9-QVTH	Pure Sine power converter, Tri-plex Cable	45382	7/3/2024
AMZONCAP	EMG52560 531911	SECAST Van M&O Supplies	2024	6	INV	Paid	222.20	82180	1WKC-YGWX-1WW6	NMO Antenna/Blue systems breaker, tit ppr/towels	45384	7/3/2024
AMZONCAP	FIR52220 531910	Operating Supplies	2024	6	INV	Paid	178.18	82180	1TRX-QQMC-QXF	paper towels	45390	7/3/2024
AMZONCAP	FIR52220 531910	Operating Supplies	2024	6	INV	Paid	143.85	82180	1WJT-HGK3-CN6R	toilet paper	45385	7/3/2024
AMZONCAP	FIR52220 531910	Operating Supplies	2024	6	INV	Paid	113.98	82180	1WKC-YGWX-1WW6	NMO Antenna/Blue systems breaker, tit ppr/towels	45384	7/3/2024
AMZONCAP	PKF57680 531000	Office Supplies	2024	6	INV	Paid	8.10	82180	17KT-64CC-1CVY	label maker, label tape and cartridge	45404	7/3/2024
AMZONCAP	PKF57680 531000	Office Supplies	2024	6	INV	Paid	5.72	82180	17QT-RTX7-6H79	Envelopes	45468	7/3/2024
AMZONCAP	PKF57680 531000	Office Supplies	2024	6	INV	Paid	20.84	82180	19DX-R4XK-4DIX	Electric pencil sharpener	45419	7/3/2024
AMZONCAP	PKF57680 531000	Office Supplies	2024	7	INV	Paid	5.38	82180	1GNT-3QQN-4TMK	report covers	45447	7/3/2024
AMZONCAP	PKF57680 531000	Office Supplies	2024	6	INV	Paid	28.50	82180	1TPL-3KHY-HJ99	clipboards, wipes	45410	7/3/2024
AMZONCAP	STR54230 531000	Office Supplies	2024	6	INV	Paid	8.10	82180	17KT-64CC-1CVY	label maker, label tape and cartridge	45404	7/3/2024
AMZONCAP	STR54230 531000	Office Supplies	2024	6	INV	Paid	5.72	82180	17QT-RTX7-6H79	Envelopes	45468	7/3/2024
AMZONCAP	STR54230 531000	Office Supplies	2024	7	INV	Paid	5.37	82180	1GNT-3QQN-4TMK	report covers	45447	7/3/2024
AMZONCAP	40153481 531000	Office Supplies	2024	6	INV	Paid	8.10	82180	17KT-64CC-1CVY	label maker, label tape and cartridge	45404	7/3/2024
AMZONCAP	40153481 531000	Office Supplies	2024	6	INV	Paid	5.73	82180	17QT-RTX7-6H79	Envelopes	45468	7/3/2024
AMZONCAP	40153481 531000	Office Supplies	2024	6	INV	Paid	21.83	82180	19DX-R4XK-4DIX	Electric pencil sharpener	45419	7/3/2024
AMZONCAP	40153481 531000	Office Supplies	2024	7	INV	Paid	5.27	82180	1GNT-3QQN-4TMK	report covers	45447	7/3/2024
AMZONCAP	40153481 531000	Office Supplies	2024	6	INV	Paid	7.57	82180	1GWR-CFJ4-JVP6	screen protectors	45380	7/3/2024
AMZONCAP	40153481 531000	Office Supplies	2024	6	INV	Paid	28.87	82180	1KHf-KW3Y-3MWX	clip boards	45397	7/3/2024
AMZONCAP	40153481 531000	Office Supplies	2024	6	INV	Paid	28.87	82180	1LMP-GNL6-3NHH	clip boards	45400	7/3/2024
AMZONCAP	40153481 531000	Office Supplies	2024	6	INV	Paid	28.87	82180	1VKI-WLT3-3KVG	clipboards	45400	7/3/2024
AMZONCAP	40153481 531820	Info Tech Components	2024	6	INV	Paid	321.54	82180	1H71-XQTC-GG7F	2-port PBX	45385	7/3/2024
AMZONCAP	40253580 531000	Office Supplies	2024	6	INV	Paid	8.10	82180	17KT-64CC-1CVY	label maker, label tape and cartridge	45404	7/3/2024
AMZONCAP	40253580 531000	Office Supplies	2024	6	INV	Paid	5.72	82180	17QT-RTX7-6H79	Envelopes	45468	7/3/2024
AMZONCAP	40253580 531000	Office Supplies	2024	7	INV	Paid	5.37	82180	1GNT-3QQN-4TMK	report covers	45447	7/3/2024
AMZONCAP	40253580 531000	Office Supplies	2024	6	INV	Paid	28.50	82180	1TPL-3KHY-HJ99	clipboards, wipes	45410	7/3/2024
AMZONCAP	40353130 531000	Office Supplies	2024	6	INV	Paid	8.42	82180	17KT-64CC-1CVY	label maker, label tape and cartridge	45404	7/3/2024
AMZONCAP	40353130 531000	Office Supplies	2024	6	INV	Paid	5.72	82180	17QT-RTX7-6H79	Envelopes	45468	7/3/2024
AMZONCAP	40353130 531000	Office Supplies	2024	6	INV	Paid	20.84	82180	19DX-R4XK-4DIX	Electric pencil sharpener	45419	7/3/2024
AMZONCAP	40353130 531000	Office Supplies	2024	7	INV	Paid	5.48	82180	1GNT-3QQN-4TMK	report covers	45447	7/3/2024

AMZONCAP	40353130 531000	Office Supplies	2024	6	INV	Paid	29.06	82180 1TPL-3KHY-HJ99	clipboards, wipes	45410	7/3/2024
AMZONCAP	40353130 531050	Uniforms & Protective Gear	2024	6	INV	Paid	54.49	82180 1DPT-GQ1H-NFX7	waders	45413	7/3/2024
AMZONCAP	40353130 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	75.00	82180 1Q3N-PVHV-DYQQ	soil samp tools & implements, Locks	45416	7/3/2024
AMZONCAP	40353130 535900	Small Tools & Equipment	2024	6	INV	Paid	183.69	82180 1Q3N-PVHV-DYQQ	soil samp tools & implements, Locks	45416	7/3/2024
AMZONCAP	40353190 531000	Office Supplies	2024	6	INV	Paid	8.10	82180 17KT-64CC-1CVY	label maker, label tape and cartridge	45404	7/3/2024
AMZONCAP	40353190 531000	Office Supplies	2024	6	INV	Paid	5.73	82180 17QT-RTX7-6H79	Envelopes	45468	7/3/2024
AMZONCAP	40353190 531000	Office Supplies	2024	7	INV	Paid	5.37	82180 1GNT-3QQN-4TMK	report covers	45447	7/3/2024
AMZONCAP	40353190 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	101.24	82180 131F-PNXF-37CP	pruner, holster, & soil probe	45467	7/3/2024
AMZONCAP	40353190 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	75.00	82180 1Q3N-PVHV-DYQQ	soil samp tools & implements, Locks	45416	7/3/2024
AMZONCAP	40353190 535900	Small Tools & Equipment	2024	6	INV	Paid	183.69	82180 1Q3N-PVHV-DYQQ	soil samp tools & implements, Locks	45416	7/3/2024
AMZONCAP	40353190 549100	City-Sponsored Expenses	2024	6	INV	Paid	57.17	82180 1CWT-7W4G-VJ37	sm tree to display w/ framed "Sterling City" cert	45414	7/3/2024
AMZONCAP	50154868 531000	Office Supplies	2024	6	INV	Paid	10.20	82180 1FJC-7VKT-DGGT	Clipboards	45412	7/3/2024
AMZONCAP	51051821 531000	Office Supplies	2024	6	INV	Paid	10.19	82180 1FJC-7VKT-DGGT	Clipboards	45412	7/3/2024
AMZONCAP	51051821 531340	Custodial & Cleaning Supplies	2024	6	INV	Paid	21.70	82180 19RH-VRX3-P67N	sanitizing wipes	45395	7/3/2024
AMZONCAP	51051821 531340	Custodial & Cleaning Supplies	2024	6	INV	Paid	11.89	82180 1TPL-3KHY-HJ99	clipboards, wipes	45410	7/3/2024
ANGELARM	01452122 531050	Uniforms & Protective Gear	2024	7	INV	Paid	1,405.50	82181 INV10124	N. Schulgen- duty body armor carrier	45453	7/3/2024
ASPECT	41739434 541070	Water Rights - Prof'l Svcs	2024	7	INV	Paid	20,522.50	82182 568492	ASR Analysis and Feasibility Study ending 5/26/24	45456	7/3/2024
AWC	HUM51810 543000	Training & Travel	2024	6	INV	Paid	690.00	82183 125015	LRI 2024 Conf Registration: K. Johnson/ H. Florida	45357	7/3/2024
BAINA	40253580 548000	Repair & Maintenance Services	2024	6	INV	Paid	1,414.40	82184 1121	calibrate sensors	45436	7/3/2024
BAINA	40253580 548000	Repair & Maintenance Services	2024	6	INV	Paid	1,414.40	82184 1123	calibrate sensors	45453	7/3/2024
BEACON	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	751.82	82185 0591552-IN	Streamliner Chalker	45407	7/3/2024
Branom Instrument	40153481 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	119.73	82186 INV/2024/05450	calibrate backflow test kit	45442	7/3/2024
Brass Band NW	01257321 541000	Professional Svcs - General	2024	7	INV	Paid	500.00	82187 6/14/2024	Art Off the Rails Performer	45457	7/3/2024
Brian Vogan	EVE57320 541000	Professional Svcs - General	2024	6	INV	Paid	750.00	82188 5/23/24	Kids performer music in the park	45435	7/3/2024
CARLSONC	31126090 563014	Trails Replace - Construction	2024	6	INV	Paid	32,896.20	82189 33413	Business Park Bridge Repair	45455	7/3/2024
CARLSONC	31126090 563014	Trails Replace - Construction	2024	6	INV	Paid	3,052.00	82189 33414	Fisher Creek Bridge Deck Replacement	45455	7/3/2024
CARLSONC	31126090 563014	Trails Replace - Construction	2024	6	INV	Paid	2,049.20	82189 33415	Pressure treated lumber for trail bridge repairs	45455	7/3/2024
CDW GOVT	40153481 531820	Info Tech Components	2024	6	INV	Paid	76.91	82190 RN15030	PW- Austin Hilton Toughbook AC Adapter	45441	7/3/2024
CDW GOVT	40253580 531910	Operating Supplies	2024	6	INV	Paid	153.82	82190 RM82958	Wastewater Panasonic Toughbook AC Adapters	45441	7/3/2024
CENLINK	50251888 542000	Telephone Service	2024	6	INV	Paid	21.62	82191 333555664 6/24	Snoq. Police/Dispatch land line- Jun 09-Jul 08	45452	7/3/2024
Central Welding	FIRS2220 531910	Operating Supplies	2024	7	INV	Paid	109.03	82192 2083747	Sm/Med High Pressure & Haz Mat	45443	7/3/2024
CINTAS	40253580 545200	Rent - Furniture & Equipment	2024	7	INV	Paid	140.61	82193 9274342895	Rent AED	45444	7/3/2024
Cities Digital Inc	CLK51420 541000	Professional Svcs - General	2024	6	INV	Paid	17,682.53	82194 60451	Laserfiche Municipality Site License- Year 2	45453	7/3/2024
COBD	POL52122 541000	Professional Svcs - General	2024	6	INV	Paid	2,576.26	82195 24055	Cmdr & Chf asst w/ Evergrn Mtn Bike Fest 6/8/24	45461	7/3/2024
COI	POL52122 541511	Dispatch Services	2024	7	INV	Paid	30,130.65	82196 24000233	Dispatch services May 2024	45443	7/3/2024
COI	01452122 541511	Dispatch Services	2024	7	INV	Paid	20,087.10	82196 24000233	Dispatch services May 2024	45443	7/3/2024
COLFP	POL52122 541000	Professional Svcs - General	2024	7	INV	Paid	691.68	82197 PD 061324-4	Ofc Gouin asst w/Evergrn Mtn Bike Fest. 6/8/24	45456	7/3/2024
COMP PD	POL52122 531000	Office Supplies	2024	7	INV	Paid	97.21	82198 2288675-0	copier paper, hand soap liquid refills	45440	7/3/2024
COMP PD	POL52122 531000	Office Supplies	2024	7	INV	Paid	50.62	82198 2289026	whi & blk 1 in binders	45441	7/3/2024
COMP PD	POL52150 535210	Office Furnishings	2024	7	INV	Paid	149.32	82198 2288852-0	S. Butler- mobile sit/stand desk	45441	7/3/2024
COMP PD	01452122 531910	Operating Supplies	2024	7	INV	Paid	94.60	82198 2288675-0	copier paper, hand soap liquid refills	45440	7/3/2024
COMP PD	01452122 531910	Operating Supplies	2024	7	INV	Paid	68.84	82198 2289617-0	Keenex multiford paper towels	45446	7/3/2024
COMP PD	01452122 531910	Operating Supplies	2024	7	INV	Paid	91.39	82198 2290646-0	Broom, hand towel rolls, bath tissue	45449	7/3/2024
COMP PD	51051821 531340	Custodial & Cleaning Supplies	2024	7	INV	Paid	68.85	82198 2289617-0	Keenex multiford paper towels	45446	7/3/2024
COMP PD	51051821 531340	Custodial & Cleaning Supplies	2024	7	INV	Paid	111.23	82198 2290646-0	Broom, hand towel rolls, bath tissue	45449	7/3/2024
CORPPAY	00280090 531900	Miscellaneous Supplies	2024	6	INV	Paid	65.27	82199 6/24 NW	City Credit Card N. Wiebe	45464	7/3/2024
CORPPAY	COM55720 549100	City-Sponsored Expenses	2024	6	INV	Paid	172.86	82199 6/24 DM	City Credit Card D. McCall	45464	7/3/2024
CORPPAY	COM55720 549200	Dues-Subscriptions-Memberships	2024	6	INV	Paid	91.55	82199 6/24 DM	City Credit Card D. McCall	45464	7/3/2024
CORPPAY	EVE57120 531900	Miscellaneous Supplies	2024	6	INV	Paid	54.87	82199 6/24 NW	City Credit Card N. Wiebe	45464	7/3/2024
CORPPAY	EXE51310 543000	Training & Travel	2024	6	INV	Paid	35.00	82199 6/24 NW	City Credit Card N. Wiebe	45464	7/3/2024
CORPPAY	FIN51423 543000	Training & Travel	2024	6	INV	Paid	35.00	82199 6/24 Finance	City Credit Card- Finance	45464	7/3/2024
CORPPAY	POL52110 542300	Postage & Freight	2024	6	INV	Paid	8.50	82199 6/24 ML	City Credit Card M. Liebetrau	45464	7/3/2024
CORPPAY	POL52122 531000	Office Supplies	2024	6	INV	Paid	5.50	82199 6/24 ML	City Credit Card M. Liebetrau	45464	7/3/2024
CORPPAY	POL52122 531050	Uniforms & Protective Gear	2024	6	INV	Paid	212.55	82199 6/24 BL	City Credit Card B. Lynch	45464	7/3/2024
CORPPAY	POL52122 531050	Uniforms & Protective Gear	2024	6	INV	Paid	465.39	82199 6/24 GH	City Credit Card G. Horejsi	45464	7/3/2024
CORPPAY	POL52122 531050	Uniforms & Protective Gear	2024	6	INV	Paid	153.69	82199 6/24 M Black	City Credit Card M. Black	45464	7/3/2024
CORPPAY	POL52122 531050	Uniforms & Protective Gear	2024	6	INV	Paid	158.50	82199 6/24 ML	City Credit Card M. Liebetrau	45464	7/3/2024
CORPPAY	POL52122 531820	Info Tech Components	2024	6	INV	Paid	36.45	82199 6/24 ML	City Credit Card M. Liebetrau	45464	7/3/2024
CORPPAY	POL52131 531050	Uniforms & Protective Gear	2024	6	INV	Paid	130.80	82199 6/24 ML	City Credit Card M. Liebetrau	45464	7/3/2024

CORPPAY	POL52140 543000	Training & Travel	2024	6	INV	Paid	736.08	82199 6/24 BL	City Credit Card B. Lynch	45464	7/3/2024
CORPPAY	POL52140 543000	Training & Travel	2024	6	INV	Paid	290.48	82199 6/24 M Black	City Credit Card M. Black	45464	7/3/2024
CORPPAY	POL52140 543000	Training & Travel	2024	6	INV	Paid	597.75	82199 6/24 ML	City Credit Card M. Liebetrau	45464	7/3/2024
CORPPAY	01257321 531910	Operating Supplies	2024	6	INV	Paid	31.95	82199 6/24 NW	City Credit Card N. Wiebe	45464	7/3/2024
CORPPAY	01452110 541000	Professional Svcs - General	2024	6	INV	Paid	131.99	82199 6/24 M Black	City Credit Card M. Black	45464	7/3/2024
CORPPAY	01452110 542300	Postage & Freight	2024	6	INV	Paid	51.30	82199 6/24 ML	City Credit Card M. Liebetrau	45464	7/3/2024
CORPPAY	01452122 531000	Office Supplies	2024	6	INV	Paid	194.80	82199 6/24 BL	City Credit Card B. Lynch	45464	7/3/2024
CORPPAY	01452122 531000	Office Supplies	2024	6	INV	Paid	1,394.28	82199 6/24 GH	City Credit Card G. Horejsi	45464	7/3/2024
CORPPAY	01452122 531000	Office Supplies	2024	6	INV	Paid	604.18	82199 6/24 ML	City Credit Card M. Liebetrau	45464	7/3/2024
CORPPAY	01452122 531050	Uniforms & Protective Gear	2024	6	INV	Paid	153.69	82199 6/24 M Black	City Credit Card M. Black	45464	7/3/2024
CORPPAY	01452122 531050	Uniforms & Protective Gear	2024	6	INV	Paid	239.79	82199 6/24 ML	City Credit Card M. Liebetrau	45464	7/3/2024
CORPPAY	01452122 531820	Info Tech Components	2024	6	INV	Paid	63.88	82199 6/24 ML	City Credit Card M. Liebetrau	45464	7/3/2024
CORPPAY	01452122 541000	Professional Svcs - General	2024	6	INV	Paid	749.23	82199 6/24 M Black	City Credit Card M. Black	45464	7/3/2024
CORPPAY	01452140 543000	Training & Travel	2024	6	INV	Paid	720.08	82199 6/24 BL	City Credit Card B. Lynch	45464	7/3/2024
CORPPAY	01452140 543000	Training & Travel	2024	6	INV	Paid	140.47	82199 6/24 M Black	City Credit Card M. Black	45464	7/3/2024
CORPPAY	50251888 541030	Info Tech Services	2024	7	INV	Paid	802.25	82199 6/24 FL	City Credit Card F. Lacroix	45464	7/3/2024
CORPPAY	51051821 531340	Custodial & Cleaning Supplies	2024	6	INV	Paid	26.24	82199 6/24 ML	City Credit Card M. Liebetrau	45464	7/3/2024
CP	CLK51420 541000	Professional Svcs - General	2024	7	INV	Paid	128.08	82200 GC00014485	Snoq Munic Code updates	45468	7/3/2024
CRESSV	51051821 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	2,342.72	82201 195641	Facility shelf ready garage door opener replacemnt	45407	7/3/2024
CRYSRPR	POL52150 545000	Operating Rentals & Leases	2024	7	INV	Paid	183.74	82202 5310053 061624	water cooler rental, drinking water, delivery fee	45459	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	14.14	82203 A311280	fence posts	45356	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	7.49	82203 A311302	LAG Scr 20 16 ea.	45364	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	58.74	82203 A311333	Fuel/Oil	45369	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	15.20	82203 A311337	All Seas Oil	45373	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	23.94	82203 B371677	6" Force Cup Plunger	45357	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	30.47	82203 B371706	Med GPWork Glove	45358	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	58.74	82203 B371928	Fuel/Oil	45362	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	5.98	82203 B371933	Velcro	45362	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	35.87	82203 B372018	Mixing Oil	45364	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	178.56	82203 B372074	GT 2WY connector	45365	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	11.97	82203 B372077	Med Util Knife	45365	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	3.78	82203 B372667	Mtl screws	45372	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	52.18	82203 B372676	2 Cyc Oil	45372	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	2.71	82203 B372677	WDG ANC 1/2 XS 1/2	45372	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	11.67	82203 B373025	Washer	45378	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	55.81	82203 B373071	Pads, scrub brush, graffiti remover	45379	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	14.15	82203 B373168	Util Glove	45380	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	4.99	82203 B373417	Ltx Gloves	45384	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	9.80	82203 B373499	Hsehd Gloves	45385	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	14.16	82203 B373523	CRD Stor Reel	45385	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	16.34	82203 B373637	Stem Silcock key	45387	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	1.08	82203 B373875	Key Ring	45391	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	48.24	82203 B373903	connector, wrench, seal tape	45391	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	9.69	82203 B373929	screws, sock adapter	45392	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	57.74	82203 B374005	Trimmer Line	45393	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	22.88	82203 B374079	trash bags	45394	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	29.40	82203 B374404	Gloves	45397	7/3/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	40.32	82203 B375104	WDG Anc 3/8x3 3/4	45407	7/3/2024
CTV	STR54230 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	8.67	82203 B373026	U-Bolts	45378	7/3/2024
CTV	STR54230 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	7.17	82203 B373142	U bolts	45380	7/3/2024
CTV	STR54230 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	17.43	82203 B373515	30Sec Out Cleaner	45385	7/3/2024
CTV	STR54230 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	32.69	82203 B373584	ADJ Wrench	45386	7/3/2024
CTV	STR54230 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	45.77	82203 B373975	18" Bolt Cutter	45392	7/3/2024
CTV	STR54230 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	8.14	82203 B374395	WDG ANC 1/2x5 1/2	45397	7/3/2024
CTV	STR54230 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	8.16	82203 B374639	Expo Markers	45401	7/3/2024
CTV	STR54230 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	81.74	82203 B375071	ALU Scoop	45406	7/3/2024
CTV	40153481 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	16.27	82203 B373076	Clamps	45379	7/3/2024
CTV	40153481 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	31.17	82203 B374592	assrt. repair & maint. supplies	45400	7/3/2024
CTV	40253580 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	16.74	82203 B375128	EZ Anchor, sheet metal, washers	45407	7/3/2024

CTV	40353130 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	26.11	82203 8372114	batteries	45365	7/3/2024
CTV	40353130 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	15.24	82203 8373554	Util Knife, pruning blade	45386	7/3/2024
CTV	40353190 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	78.38	82203 8371342	Grabbers	45351	7/3/2024
CTV	40353190 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	79.48	82203 8371602	Fence Staple	45356	7/3/2024
CTV	51051821 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	2.87	82203 8372100	Screws	45365	7/3/2024
CTV	51051821 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	27.76	82203 8374386	Hose Nozzle, connectors	45397	7/3/2024
Emily Artech	PLN55860 543000	Training & Travel	2024	7	INV	Paid	59.50	82204 RE E Artech 5,6/24	Reimb. E. Artech mileage to fm mtgs	45464	7/3/2024
ENTENMAN	POL52122 531050	Uniforms & Protective Gear	2024	7	INV	Paid	152.25	82205 0181685-IN	D. Vladis- Sgt. dome badge, flat badge, lthr case	45455	7/3/2024
ENTENMAN	01452122 531050	Uniforms & Protective Gear	2024	7	INV	Paid	152.25	82205 0181685-IN	D. Vladis- Sgt. dome badge, flat badge, lthr case	45455	7/3/2024
ESM Consulting	31137020 541060	Community Ctr. - Design	2024	7	INV	Paid	10,596.25	82206 118094	Boundary line adjustment of Comm. Ctr Parcels	45449	7/3/2024
Evergreen Courier LL	40253585 542300	Postage & Freight	2024	7	INV	Paid	125.40	82207 000080	shipping to lab	45414	7/3/2024
Evergreen Courier LL	40253585 542300	Postage & Freight	2024	7	INV	Paid	376.20	82207 000099	shipping to lab	45446	7/3/2024
Evergreen Ford	50154868 531301	Repair Parts	2024	6	INV	Paid	126.35	82208 5205575	window switch SUB police #109	45453	7/3/2024
Evergreen Ford	50154868 531301	Repair Parts	2024	6	INV	Paid	126.35	82208 5205600	window switch 2020 Ford SUV police shelf stock	45454	7/3/2024
Evergreen Ford	50154868 548000	Repair & Maintenance Services	2024	6	INV	Paid	788.82	82208 6296891	advance trac & misfire repair #110 police SUV	45447	7/3/2024
Faruk Behluli refund	40258930 582111	Latecomers Fees - Sewer	2024	6	INV	Paid	3,924.50	82209 BP27262 F Behluli	Refund Faruk Behluli Pimbg fee PLMB2023-034 (NA)	45470	7/3/2024
FBILEEDA	POL52140 543000	Training & Travel	2024	7	INV	Paid	795.00	82210 200107538	B. Lynch Master Public Relations 7/2024 trng	45457	7/3/2024
FBILEEDA	POL52140 543000	Training & Travel	2024	7	INV	Paid	795.00	82210 200107688	M. Black Master Public Relations trng 7/2024	45460	7/3/2024
Ferguson Water Works	40153481 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	11,710.20	82211 0043603	MXU's for meters	45448	7/3/2024
FOYM	STR54290 523300	Reimb - Dues, Licenses & Cert	2024	7	INV	Paid	225.00	82212 410	Flagger Training & Certification	45461	7/3/2024
FOYM	40153410 523300	Reimb - Dues, Licenses & Cert	2024	7	INV	Paid	225.00	82212 410	Flagger Training & Certification	45461	7/3/2024
FOYM	40253580 523300	Reimb - Dues, Licenses & Cert	2024	7	INV	Paid	225.00	82212 410	Flagger Training & Certification	45461	7/3/2024
FOYM	50154861 523300	Reimb - Dues, Licenses & Cert	2024	7	INV	Paid	225.00	82212 410	Flagger Training & Certification	45461	7/3/2024
GENDIGIT	HUM51810 549200	Dues-Subscriptions-Memberships	2024	6	INV	Paid	155.76	82213 COS0030	June Norton LifeLock coverage for 16 employees	45458	7/3/2024
GIRARD	40153481 548000	Repair & Maintenance Services	2024	6	INV	Paid	180.00	82214 9128885	mud tipplings	45380	7/3/2024
GIRARD	40353190 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	86.11	82214 9129534	Gravel for trail repair	45412	7/3/2024
GIRARD	40353190 548000	Repair & Maintenance Services	2024	6	INV	Paid	528.00	82214 9129535	Tipping fee for sod/arbor day prep	45412	7/3/2024
GRAINGER	40253550 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	105.95	82215 32388272-02	electrical heat shrink	45434	7/3/2024
GRIMINC	STR54264 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	570.18	82216 32388272-01	supplies for making street signs	45398	7/3/2024
GRIMINC	STR54264 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	134.72	82216 32388272-02	supplies for making street signs	45398	7/3/2024
GRIMINC	STR54264 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	134.72	82216 32388272-03	supplies for making street signs	45400	7/3/2024
Gunarama Wholesale,	POL52150 535400	Police Firearms & Weapons	2024	7	INV	Paid	103.88	82217 1257473	Hogue Remington 870 less lethal stock/forend (2)	45441	7/3/2024
HD Supply Facil Main	51051821 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	1,407.06	82218 9226337104	replacmt elec clothes dryer, plgs, ventg Fire St.	45441	7/3/2024
HD Supply Facil Main	51051821 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	9.03	82218 9226337105	Saw blades 12" sawsall tool	45441	7/3/2024
HD Supply Facil Main	51051821 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	172.55	82218 9226395877	Facility tool bag/storage	45442	7/3/2024
HD Supply Facil Main	51051821 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	175.00	82218 9226445627	city hall lunch room replacement toaster oven	45445	7/3/2024
Heather Florida	HUM51810 543000	Training & Travel	2024	7	INV	Paid	20.00	82219 RE H Florida 5/24	Reimb. H. Florida per diem meals, conf 5/9-10 2024	45475	7/3/2024
Holmes Weddle	LEG51541 541103	S. Randall Legal Fees	2024	6	INV	Paid	1,124.00	82220 838931	Randall BIAA Matters	45457	7/3/2024
IHK	40353190 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	101.48	82221 82863P	Weedwacker line for restoration site maint.	45456	7/3/2024
IMC	NONS1250 541115	Municipal Court Services-Costs	2024	6	INV	Paid	2,972.31	82222 SQL April 2024	Snoqualmie court filings- April 2024	45413	7/3/2024
KC 710	00150020 531040	Tech-Prof Books Maps & Manuals	2024	6	INV	Paid	1,128.00	82223 2154988	Aerial imagery dataset of city for GIS	45432	7/3/2024
KC 710	PKA57680 531040	Tech-Prof Books Maps & Manuals	2024	6	INV	Paid	1,128.00	82223 2154988	Aerial imagery dataset of city for GIS	45432	7/3/2024
KC 710	40153410 531040	Tech-Prof Books Maps & Manuals	2024	6	INV	Paid	1,128.00	82223 2154988	Aerial imagery dataset of city for GIS	45432	7/3/2024
KC 710	40253510 531040	Tech-Prof Books Maps & Manuals	2024	6	INV	Paid	1,128.00	82223 2154988	Aerial imagery dataset of city for GIS	45432	7/3/2024
KC 710	40353110 531040	Tech-Prof Books Maps & Manuals	2024	6	INV	Paid	1,128.00	82223 2154988	Aerial imagery dataset of city for GIS	45432	7/3/2024
KEITHLY	40253580 531200	Motor Oils	2024	7	INV	Paid	971.17	82224 0370357-IN	oil for pumps	45446	7/3/2024
Kim Johnson	HUM51810 543000	Training & Travel	2024	7	INV	Paid	181.07	82225 RE K Johnson 5/24	Reimb. K. Johnson per diem/mileag for LRI Conf.	45475	7/3/2024
KING COUNTY	PLN59458 544400	Taxes & Assessments	2024	6	INV	Paid	1,237.01	82226 784920295507	Property Taxes- King St. Lot- Parcel 7	45432	7/3/2024
KING COUNTY	PLN59458 544400	Taxes & Assessments	2024	6	INV	Paid	260.92	82226 784920295606	Property Taxes- King St. Lot- Parcel 6	45432	7/3/2024
Kissler	40253555 548000	Repair & Maintenance Services	2024	7	INV	Paid	2,227.69	82227 11247	Transport to BLUF site	45447	7/3/2024
LAI	FIRS2220 531912	EMS Supplies & Equipment	2024	7	INV	Paid	328.07	82228 1441133	chest seal, cold pack, batt, dispos cloth, rinse	45443	7/3/2024
LAI	FIRS2220 531912	EMS Supplies & Equipment	2024	7	INV	Paid	222.69	82228 1442147	FR3 Primary Battery	45447	7/3/2024
LAI	FIRS2220 531912	EMS Supplies & Equipment	2024	7	INV	Paid	107.57	82228 1443230	Pain relief pad, sharps safe, water proof tape	45449	7/3/2024
LAWSONPR	40253580 531910	Operating Supplies	2024	7	INV	Paid	93.09	82229 9311578812	stock supplies	45442	7/3/2024
LIVEV	EVE57320 541000	Professional Svcs - General	2024	7	INV	Paid	3,000.00	82230 7100	Music in the Park July 11 band fee	45432	7/3/2024
LIVEV	EVE57320 541000	Professional Svcs - General	2024	7	INV	Paid	3,000.00	82230 7101	Music in the Park July 25 band fee	45432	7/3/2024
LNCS	FIRS2220 531050	Uniforms & Protective Gear	2024	6	INV	Paid	697.86	82231 INV827140	Structure Boots	45434	7/3/2024
LNCS	FIRS2220 531050	Uniforms & Protective Gear	2024	6	INV	Paid	697.86	82231 INV830936	Pull on structure boots	45447	7/3/2024
LNCS	FIRS2220 531050	Uniforms & Protective Gear	2024	7	INV	Paid	302.08	82231 INV831372	Inferno Gloves for Tyler Byrd	45447	7/3/2024

LNC5	FIRS2250 535900	Small Tools & Equipment	2024	6	INV	Paid	86.58	82231 INV826162	Locking Rung for Ladder	45433	7/3/2024
MADRONA	LEG51541 541100	Outside Legal Services - Gen	2024	6	INV	Paid	29,882.00	82232 12607	Interim City Attorney- Various matters	45456	7/3/2024
MATZKEN	POL52110 541000	Professional Svcs - General	2024	7	INV	Paid	250.00	82233 61324	polygraph exam- Drew Davis	45456	7/3/2024
MATZKEN	POL52110 541000	Professional Svcs - General	2024	7	INV	Paid	250.00	82233 61424	polygraph exam- Andres Obregon	45457	7/3/2024
MATZKEN	POL52110 541000	Professional Svcs - General	2024	7	INV	Paid	250.00	82233 6724	polygraph examination- Alec Seil	45450	7/3/2024
Michael Liebetrau	POL52110 542300	Postage & Freight	2024	7	INV	Paid	1.12	82234 RE M Liebetrau 4/24	Reimb. M. Liebetrau, 4/18-4/30 2024	45456	7/3/2024
Michael Liebetrau	POL52110 542300	Postage & Freight	2024	7	INV	Paid	7.13	82234 RE M Liebetrau 5/24	Reimb. M. Liebetrau 5/5-5/30 2024	45456	7/3/2024
Michael Liebetrau	POL52122 531000	Office Supplies	2024	7	INV	Paid	42.69	82234 RE M Liebetrau 2/24	Reimb. M. Liebetrau, 2/4-2/23 2024	45456	7/3/2024
Michael Liebetrau	POL52122 531820	Info Tech Components	2024	7	INV	Paid	87.36	82234 RE M Liebetrau 2/24	Reimb. M. Liebetrau, 2/4-2/23 2024	45456	7/3/2024
Michael Liebetrau	POL52122 531820	Info Tech Components	2024	7	INV	Paid	18.55	82234 RE M Liebetrau 5/24	Reimb. M. Liebetrau 5/5-5/30 2024	45456	7/3/2024
Michael Liebetrau	POL52122 531910	Operating Supplies	2024	7	INV	Paid	2.72	82234 RE M Liebetrau 2/24	Reimb. M. Liebetrau, 2/4-2/23 2024	45456	7/3/2024
Michael Liebetrau	POL52122 531910	Operating Supplies	2024	7	INV	Paid	4.35	82234 RE M Liebetrau 4/24	Reimb. M. Liebetrau, 4/18-4/30 2024	45456	7/3/2024
Michael Liebetrau	POL52122 531910	Operating Supplies	2024	7	INV	Paid	5.44	82234 RE M Liebetrau 5/24	Reimb. M. Liebetrau 5/5-5/30 2024	45456	7/3/2024
Michael Liebetrau	POL52140 543000	Training & Travel	2024	7	INV	Paid	695.00	82234 RE M Liebetrau 6/24	Reimb. M. Liebetrau 6/17/24 registr. P. Mandery	45460	7/3/2024
Michael Liebetrau	POL52140 543000	Training & Travel	2024	7	INV	Paid	850.00	82234 RE M Liebetrau4/24 2	Reimb. M. Liebetrau 4/18/24	45456	7/3/2024
Michael Liebetrau	01452140 543000	Training & Travel	2024	7	INV	Paid	748.40	82234 RE M Liebetrau 4/24	Reimb. M. Liebetrau, 4/18-4/30 2024	45456	7/3/2024
Michael Liebetrau	01452140 543000	Training & Travel	2024	7	INV	Paid	425.00	82234 RE M Liebetrau4/24 2	Reimb. M. Liebetrau 4/18/24	45456	7/3/2024
Michael Liebetrau	51051821 531340	Custodial & Cleaning Supplies	2024	7	INV	Paid	19.13	82234 RE M Liebetrau 2/24	Reimb. M. Liebetrau, 2/4-2/23 2024	45456	7/3/2024
Michael Liebetrau	51051821 531340	Custodial & Cleaning Supplies	2024	7	INV	Paid	26.24	82234 RE M Liebetrau 5/24	Reimb. M. Liebetrau 5/5-5/30 2024	45456	7/3/2024
Minuteman Press	POL52122 549300	Printing	2024	7	INV	Paid	52.04	82235 92985	Business cards D. Vladis	45443	7/3/2024
Minuteman Press	01257321 549300	Printing	2024	7	INV	Paid	337.59	82235 93136	Chalk the Block Signs	45467	7/3/2024
Minuteman Press	01452122 549300	Printing	2024	7	INV	Paid	52.04	82235 92985	Business cards D. Vladis	45443	7/3/2024
Minuteman Press	40153481 531000	Office Supplies	2024	6	INV	Paid	180.00	82235 93024	backflow letters- envelopes	45449	7/3/2024
Minuteman Press	40153481 542300	Postage & Freight	2024	6	INV	Paid	321.72	82235 93023	backflow letters	45449	7/3/2024
MISSIONS	HUM51810 541450	Employee Benefit Admin Fees	2024	7	INV	Paid	250.00	82236 20240331-109-320546A	Quarterly Plan Fee 4/1/24 to 6/30/24	45405	7/3/2024
MONROECC	40353130 548000	Repair & Maintenance Services	2024	6	INV	Paid	931.05	82237 MCC2405.0074	storm pond vegt. remvl, and wetland sign install	45454	7/3/2024
NB AUTOG	40253580 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	283.92	82238 029229	battery for shop truck	45422	7/3/2024
NFE	31126090 563014	Trails Replace - Construction	2024	6	INV	Paid	1,907.50	82239 9663	Bus, park bridge- disposal of demolished material	45446	7/3/2024
Occ Health Cntr WA	FIRS2220 541000	Professional Svcs - General	2024	6	INV	Paid	1,296.00	82240 83265311	Christopher Brown Phys	45436	7/3/2024
Ofc Depot 32559	40253550 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	27.24	82241 368758449001	connector	45446	7/3/2024
Pamela Mandery	POL52140 543000	Training & Travel	2024	7	INV	Paid	317.32	82242 RE P Mandery 6/24	Reimb. P. Mandery per diem, car for trng 6/16-6/22	45453	7/3/2024
PF&SINC	51051821 548000	Repair & Maintenance Services	2024	6	INV	Paid	909.32	82243 102324	Fire/Burglar Alarm Repair and Monitoring	45436	7/3/2024
PF&SINC	51051821 548000	Repair & Maintenance Services	2024	7	INV	Paid	264.87	82243 103368	Fire/Burglar alarm Repair and Monitoring City Hall	45464	7/3/2024
PF&SINC	51051821 548000	Repair & Maintenance Services	2024	7	INV	Paid	232.17	82243 103456	Fire/Burglar alarm Repair and Monitoring Fire St.	45464	7/3/2024
POWERDMS	POL52110 549200	Dues-Subscriptions-Memberships	2024	7	INV	Paid	249.80	82244 INV-52474	Subscrip., accred manual, PwerStandards for WASPC	45446	7/3/2024
PROSPECT	41759436 563000	WRF Improve Construction	2024	6	INV	Paid	1,314,688.79	82245 Pay Estimate #9	Construction thru 6/1, mech, elect, equip & tsting	45444	7/3/2024
PSRFA	50154868 548000	Repair & Maintenance Services	2024	6	INV	Paid	5,989.19	82246 9159	Fire Apparatus Repair and Service	45449	7/3/2024
RH2	40253510 541000	Professional Svcs - General	2024	6	INV	Paid	936.34	82247 95081	operational support	45363	7/3/2024
RH2	40253510 541000	Professional Svcs - General	2024	7	INV	Paid	2,223.81	82247 96438	operational support	45454	7/3/2024
ROBERT HALF	FINS1423 541190	Temporary Agency Personnel	2024	6	INV	Paid	2,152.10	82248 63713202	M. Dewar- Financial Specialist Support	45456	7/3/2024
ROBERT HALF	FINS1423 541190	Temporary Agency Personnel	2024	6	INV	Paid	2,170.00	82248 63727385	M. Dewar- Financial Specialist Support wk end 6/14	45461	7/3/2024
ROBERT HALF	FINS1423 541190	Temporary Agency Personnel	2024	7	INV	Paid	1,722.44	82248 63755155	M. Dewar- Financial Specialist Support wk end 6/21	45468	7/3/2024
RTA	50154868 531800	Minor Info Tech Software	2024	6	INV	Paid	3,978.50	82249 67367	Fleet Software upgrade/ER&R asset mgt syst support	45444	7/3/2024
SKCDPH	40253580 547501	Hazardous Waste Program Fees	2024	7	INV	Paid	6,363.31	82250 Q1-2024	Hazardous Waste Program Funding Q1-2024	45383	7/3/2024
SNAP-ON TOOLS	50154868 535900	Small Tools & Equipment	2024	6	INV	Paid	215.95	82251 ARV/61436964	socket set replacement for shop tool box	45433	7/3/2024
SNOQ TR	40258930 582114	Latecomers Fees - Group A	2024	6	INV	Paid	4,041.71	82252 2P-02-22-23	Latecomer Fee: Z Parker 412233/792841	45468	7/3/2024
SSI	50251881 548860	Hardware-Software Maintenance	2024	6	INV	Paid	30,421.71	82253 INV-017285	Springbrook Annual Support Fee Aug 2024-Jul 2025	45456	7/3/2024
STORMLK	40353190 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	3,028.66	82254 24-302	Plants for 3-Forks Restoration	45387	7/3/2024
SUMMIT LAW	HUM51810 541120	Legal Consulting Svcs - HR	2024	7	INV	Paid	1,540.50	82255 155043	Personnel Policy Handbook review	45461	7/3/2024
SUMMIT LAW	HUM51810 541120	Legal Consulting Svcs - HR	2024	6	INV	Paid	246.00	82255 155119	Legal Services re: Employment Advice	45461	7/3/2024
SUMMIT LAW	HUM51810 541120	Legal Consulting Svcs - HR	2024	7	INV	Paid	3,918.00	82255 155120	RE: Snoqualmie Police Assoc.	45461	7/3/2024
SUMMIT LAW	HUM51810 541120	Legal Consulting Svcs - HR	2024	7	INV	Paid	6,522.00	82255 155121	Legal Svcs RE: Prsonnel/Teamsters	45461	7/3/2024
SV School Dist	02051865 549990	School Impact Fees Pd to SVSD	2024	6	INV	Paid	50,656.13	82256 04-2024	School Impact Fees for January-April	45391	7/3/2024
TANGERIN	EVE57320 541000	Professional Svcs - General	2024	6	INV	Paid	750.00	82257 SNO071124FP	Face Painting Music for the Park 7/11/24	45449	7/3/2024
TANGERIN	EVE57320 541000	Professional Svcs - General	2024	6	INV	Paid	750.00	82257 SNO072524FP	Face Painting Music in the Park 7/25/24	45449	7/3/2024
TENELCO	40253555 548000	Repair & Maintenance Services	2024	6	INV	Paid	2,605.46	82258 92923	biolids hauling	45342	7/3/2024
The Pontunes	01257321 541000	Professional Svcs - General	2024	6	INV	Paid	500.00	82259 2024-4	Performer- Art off the Rails	45461	7/3/2024
Tim Bertsch	01257321 541000	Professional Svcs - General	2024	6	INV	Paid	200.00	82260 1	Performer- Art off the Rails	45457	7/3/2024
TRANSU	POL52110 549200	Dues-Subscriptions-Memberships	2024	7	INV	Paid	228.90	82261 944321-202405-1	credit check charges May 2024	45444	7/3/2024

ULINE	40253585 542300	Postage & Freight	2024	6	INV	Paid	339.68	82262 178520190	postage supplies-thermal bag	45434	7/3/2024
ULINE	40353190 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	488.60	82262 178960809	Trashcans to charge watering devices	45447	7/3/2024
ULINE	51051821 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	110.20	82262 178750847	pw lunch room plastic forks and spoons	45441	7/3/2024
US Postmaster	40153481 542300	Postage & Freight	2024	7	INV	Paid	652.37	82263 7/24 UB Postage	Utility Bill Mailing for June Bills	45475	7/3/2024
US Postmaster	40253580 542300	Postage & Freight	2024	7	INV	Paid	652.38	82263 7/24 UB Postage	Utility Bill Mailing for June Bills	45475	7/3/2024
US Postmaster	40353130 542300	Postage & Freight	2024	7	INV	Paid	652.37	82263 7/24 UB Postage	Utility Bill Mailing for June Bills	45475	7/3/2024
USAB	40153482 531500	Uniforms & Protective Gear	2024	6	INV	Paid	230.00	82264 INV00386417	arsenic test kit	45449	7/3/2024
UULC	40153481 541000	Professional Svcs - General	2024	6	INV	Paid	85.52	82265 4050230	May 2024 locate service	45443	7/3/2024
UULC	40253560 548000	Repair & Maintenance Services	2024	7	INV	Paid	80.24	82265 4050229	811 Call Center fees	45443	7/3/2024
VALLEYD	NONS1591 541111	Public Defender Services	2024	6	INV	Paid	6,650.00	82266 May-24	public defense svcs- Snoqualmie cases May 2024	45444	7/3/2024
VERIZCS	40253580 542000	Telephone Service	2024	6	INV	Paid	1,834.26	82267 9964894682	M2M comms	45435	7/3/2024
VERTIGIS	50251881 548860	Hardware-Software Maintenance	2024	6	INV	Paid	7,075.23	82268 IN-SO-VGNA-00006262	For annual renewal of our Geocortex Maintenance	45392	7/3/2024
Water Mgmt Group	40153935 541000	Professional Svcs - General	2024	6	INV	Paid	4,004.98	82269 21796	July 2023 maxicom monitoring service	45107	7/3/2024
WEC	PKF57680 531520	Agricultural Supplies	2024	6	INV	Paid	11,041.15	82270 16271655	Fairway Supreme seed mix	45358	7/3/2024
WED	50154868 531301	Repair Parts	2024	6	INV	Paid	140.30	82271 INV022078	Replc belt idler tens sprgs #433 & 407 toro mowers	45449	7/3/2024
WESTPAY	POL52110 549200	Dues-Subscriptions-Memberships	2024	7	INV	Paid	216.31	82272 850272825	Clear research database monthly fee May 2024	45444	7/3/2024
WLACE	40153481 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	23.53	82273 15312303	mixed fuel	45449	7/3/2024
WLACE	40153481 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	35.36	82273 15312314	sprayer	45450	7/3/2024
WLACE	40153481 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	22.66	82273 15312365	painting supplies	45456	7/3/2024
WLACE	40253580 531050	Uniforms & Protective Gear	2024	6	INV	Paid	403.64	82273 15311923	PPE for pressure washing	45408	7/3/2024
WLACE	40253580 531500	Sewage Treatment Chemicals	2024	6	INV	Paid	71.98	82273 15312272	Garbage can for cleaning, N95 resp	45446	7/3/2024
WLACE	40353190 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	164.60	82273 15312329	Herbivore repellent & tools	45453	7/3/2024
WLACE	51051821 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	181.07	82273 15312242	facility weed control pw	45443	7/3/2024
WLACE	51051821 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	250.92	82273 15312384	Fire Station dining room light project	45460	7/3/2024
WLACE	51051821 531300	Repair & Maintenance Supplies	2024	6	INV	Paid	43.16	82273 15312388	Fire Station dining room light project	45460	7/3/2024

PR 7-08-24



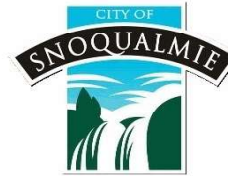
**Payroll**  
**Blanket Voucher Document**

Claims presented to the City to be paid on 07/08/2024 in the amount of \$446,151.53  
which includes claim warrants numbered \_\_\_\_-\_\_\_\_ through \_\_\_\_-\_\_\_\_,  
totaling \$0.00 and direct deposits totaling \$446,151.53

# Payroll

## ACH Check Register

User: 'ITreptow'  
 Printed: 07/03/2024 - 3:55PM  
 Batch: 00001.07.2024 - June C2 2024 7/8/24  
 Include Partial: TRUE



Check Date	Check Number	Partial ACH	Employee Name	Amount
07/08/2024	0	False	Bryan Holloway	483.05
07/08/2024	0	False	Catherine Cotton	434.69
07/08/2024	0	False	Louis Washington	334.69
07/08/2024	0	False	Ethan Benson	434.69
07/08/2024	0	False	Jolyon Johnson	434.69
07/08/2024	0	False	Robert Wotton	284.69
07/08/2024	0	False	Cara Christensen	434.69
07/08/2024	0	False	Katherine Ross	1,920.62
07/08/2024	0	False	Deana Dean	3,834.22
07/08/2024	0	False	Gretchen Garrett	2,511.59
07/08/2024	0	False	Tania Holden	3,043.84
07/08/2024	0	False	Jimmie Betts Jr.	2,752.22
07/08/2024	0	False	Brendon Ecker	2,037.68
07/08/2024	0	False	Andrew Latham	2,747.19
07/08/2024	0	False	Andrew Jongekryg	2,258.05
07/08/2024	0	False	Lafleche Lacroix	4,108.96
07/08/2024	0	False	Samantha Brumfield	1,685.96
07/08/2024	0	False	Kimberly Johnson	3,481.01
07/08/2024	0	False	Nicole Wiebe	2,610.40
07/08/2024	0	False	Andrew Bouta	4,420.48
07/08/2024	0	False	Jennifer Hughes	3,339.09
07/08/2024	0	False	Debbie Kinsman	2,231.33
07/08/2024	0	False	Heather Florida	2,592.78
07/08/2024	0	False	Gerald Knutsen	3,643.45
07/08/2024	0	False	Kyla Henderson	2,685.73
07/08/2024	0	False	Janna Walker	4,249.36
07/08/2024	0	False	Tami Wood	3,028.88
07/08/2024	0	False	Danna McCall	3,489.85
07/08/2024	0	False	Kristina Benko	1,285.45
07/08/2024	0	False	Brian Lynch	4,582.55
07/08/2024	0	False	Melinda Black	2,777.96
07/08/2024	0	False	Stephanie Butler	3,102.39
07/08/2024	0	False	Austin Gutwein	6,276.31
07/08/2024	0	False	Joseph Spears	3,636.30
07/08/2024	0	False	Michael Peter	3,203.32
07/08/2024	0	False	Max Bostick	2,561.39
07/08/2024	0	False	Pamela Mandery	3,598.23
07/08/2024	0	False	James Aguirre	3,993.63
07/08/2024	0	False	Michael Liebetrau	2,076.04
07/08/2024	0	False	Kobe Hoyla	2,199.87
07/08/2024	0	False	Craig Miller	4,490.76
07/08/2024	0	False	Daniel Moate	4,966.10
07/08/2024	0	False	Marcus Sanchez	4,307.53
07/08/2024	0	False	Joseph Meadows	4,514.31
07/08/2024	0	False	Cory Hendricks	3,220.62
07/08/2024	0	False	Nicholas Schulgen	3,128.05
07/08/2024	0	False	William Natkha	2,243.66



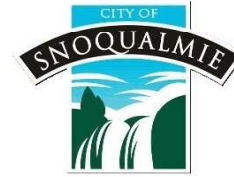
Check Date	Check Number	Partial ACH	Employee Name	Item 2.
07/08/2024	0	False	Erik Rasmussen	2,593.18
07/08/2024	0	False	Chase Smith	4,590.70
07/08/2024	0	False	James Kaae	5,498.35
07/08/2024	0	False	Jason Weiss	7,054.32
07/08/2024	0	False	Nigel Draveling	88,737.93
07/08/2024	0	False	Dmitriy Vladis	4,809.47
07/08/2024	0	False	Christopher Werre	3,380.75
07/08/2024	0	False	Gary Horejsi	3,603.60
07/08/2024	0	False	Jesse Westman	2,315.58
07/08/2024	0	False	Philip Bennett	4,532.75
07/08/2024	0	False	Justin Ren	2,606.45
07/08/2024	0	False	Kerry O'Neil	2,247.54
07/08/2024	0	False	Dalton Hawk	2,491.17
07/08/2024	0	False	Blake Lemoine	1,928.97
07/08/2024	0	False	Jason Battles	3,722.21
07/08/2024	0	False	Neil MacVicar	2,703.70
07/08/2024	0	False	Jorge Orozco	3,249.98
07/08/2024	0	False	Austin Hilton	2,159.56
07/08/2024	0	False	Ryan Barnet	3,047.53
07/08/2024	0	False	Michael Chambless	6,045.06
07/08/2024	0	False	Kyle Markwardt	2,220.06
07/08/2024	0	False	Christine Iverson Stinson	2,335.41
07/08/2024	0	False	Lyle Beach	4,818.23
07/08/2024	0	False	Patrick Fry	3,549.94
07/08/2024	0	False	Jeffrey Hamlin	4,926.27
07/08/2024	0	False	Andrew Vining	3,763.37
07/08/2024	0	False	Hind Ahmed	3,666.37
07/08/2024	0	False	Thomas Holmes	4,756.96
07/08/2024	0	False	Alec Bagley	2,311.84
07/08/2024	0	False	Joan Quade	2,089.56
07/08/2024	0	False	Ryan Dalziel	2,823.02
07/08/2024	0	False	Thai Pham	2,858.26
07/08/2024	0	False	Jaron Gentry	2,208.45
07/08/2024	0	False	Jake Stewart	1,908.81
07/08/2024	0	False	Jason George	4,746.23
07/08/2024	0	False	Kevin Halbert	2,569.23
07/08/2024	0	False	Timothy Barrett	3,150.29
07/08/2024	0	False	Donald Harris	4,688.13
07/08/2024	0	False	Kevin Snyder	3,579.57
07/08/2024	0	False	Kenneth Knowles	3,571.49
07/08/2024	0	False	Christopher Wilson	2,833.27
07/08/2024	0	False	Todd Shinn	2,955.80
07/08/2024	0	False	Matthew Hedger	4,488.02
07/08/2024	0	False	Richard Allen Hebel	1,998.72
07/08/2024	0	False	Ryan Neal	2,592.76
07/08/2024	0	False	John Cooper	3,745.24
07/08/2024	0	False	Emily Arteché	4,730.62
07/08/2024	0	False	Ashley Wragge	2,056.07
07/08/2024	0	False	Ilyse Treptow	2,924.30
07/08/2024	0	False	Rebecca Buelna	2,316.95
07/08/2024	0	False	Dylan Gamble	2,934.94
07/08/2024	0	False	Michael Bailey	5,737.25
07/08/2024	0	False	Jessica Rellamas	1,272.94
07/08/2024	0	False	Tylor Fischer	3,861.74
07/08/2024	0	False	Zachary Schumann	4,218.83
07/08/2024	0	False	Jacob Fouts	4,256.17
07/08/2024	0	False	Theresa Tozier	3,317.06

					Item 2.
Check Date	Check Number	Partial ACH	Employee Name		
07/08/2024	0	False	Gregory Heath		3,068.13
07/08/2024	0	False	Albert Wolfe		4,378.43
07/08/2024	0	False	Nicholas Lathrop		5,063.70
07/08/2024	0	False	Matthew West		4,919.65
07/08/2024	0	False	Robert Lasswell		5,882.86
07/08/2024	0	False	Benjamin Parker		4,547.04
07/08/2024	0	False	Peter O'Donnell		3,185.68
07/08/2024	0	False	Tyler Byrd		3,326.72
				Partial ACH:	0.00
				Regular ACH:	446,151.53
				Total:	446,151.53
Total Employees:			112		

# Accounts Payable

## Blanket Voucher Approval Document

User: ITreptow  
 Printed: 07/08/2024 - 5:32PM  
 Warrant Request Date: 7/8/2024  
 DAC Fund:



PRV 7-8-24

Batch: 00001.07.2024 - PV 7/8/2024

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$ 535,044.70  
 for claims warrants numbered 62509 through 62516 & dated 7/8/2024.

Line	Claimant	Voucher No.	Amount
1	AWC BENEFITS	000000000	174,087.12
2	Dept. of Labor & Industries	000000000	15,352.02
3	Employment Security Dept.	000000000	1,333.81
4	Employment Security Dept.	000000000	4,070.75
5	Employment Security Dept.	000000000	2,482.43
6	Dept. of Retirement Syst.-LEOFF	000000000	28,847.87
7	IAFF Firepac-Political Affairs Dept.	000062511	2.09
8	Teamsters Local Union #763	000062514	2,374.00
9	IAFF LOCAL #2878	000062512	1,388.03
10	Office of Support Enforcement - DSHS	000000000	664.50
11	Dept of Retirement Syst.-PERS	000000000	46,858.65
12	Dept. of Retirement Syst.- PSERS	000000000	885.94
13	IRS-Payroll EFTPS	000000000	202,823.21
14	Voya Institutional Trust Company	000000000	225.00
15	CITY OF SNOQUALMIE	000062509	476.68
16	ICMA Retirement Trust -303907	000000000	3,102.31
17	Dept. of Retirement Syst.- DCP	000000000	21,620.15
18	AFLAC	000000000	78.13
19	WSCFF	000062516	975.00
20	Snoqualmie Police Association	000062513	900.00
21	DiMartino Associates	000062510	409.50
22	NWFFT TRUST	000000000	25,623.51
23	Western States Police Medical Trust	000062515	464.00
Page Total:			\$535,044.70
Grand Total:			\$535,044.70

# Accounts Payable

## Check Detail

User: ITreptow  
Printed: 07/09/2024 - 11:12AM



Item 2.

Check Number	Check Date	Amount
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### 90000 - AWC BENEFITS Line Item Account

0 07/08/2024

Inv

Line Item Date	Line Item Description	Line Item Account	
07/03/2024	PR Batch 00001.07.2024 AWC-Life Insurance Police	631-00-000-231-50-14-000	945.00
07/03/2024	PR Batch 00001.07.2024 AWC Long Term Disability	631-00-000-231-50-14-000	827.70
07/03/2024	PR Batch 00001.07.2024 AWC Life Insurance	631-00-000-231-50-14-000	536.70
07/03/2024	PR Batch 00001.07.2024 AWC Long Term Disab. Employee	631-00-000-231-50-14-000	6.28
07/03/2024	PR Batch 00001.07.2024 Kaiser Medical Benefits/200	631-00-000-231-50-14-000	2,403.90
07/03/2024	PR Batch 00001.07.2024 AWC-Medical Benefits/HF 500	631-00-000-231-50-14-000	31,171.60
07/03/2024	PR Batch 00001.07.2024 AWC-Vision	631-00-000-231-50-14-000	1,839.18
07/03/2024	PR Batch 00001.07.2024 AWC-Dental Benefits	631-00-000-231-50-14-000	12,395.02
07/03/2024	PR Batch 00001.07.2024 AWC - Medical Benefits/HF 250	631-00-000-231-50-14-000	123,908.04
07/03/2024	PR Batch 00001.07.2024 AWC Life Insurance Employee	631-00-000-231-50-14-000	3.30
07/03/2024	PR Batch 00001.07.2024 AWC-Employee Pd Life Add'l	631-00-000-231-50-14-000	50.40

Inv Total	174,087.12
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0 Total:	174,087.12
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### 90000 - AWC BENEFITS Total:

174,087.12

### 90010 - Dept. of Labor & Industries Line Item Account

0 07/08/2024

Inv

Line Item Date	Line Item Description	Line Item Account	
07/03/2024	PR Batch 00001.07.2024 L&I Employee	631-00-000-231-50-73-000	2,240.10
07/03/2024	PR Batch 00001.07.2024 L&I Employer	631-00-000-231-50-73-000	13,111.92

Inv Total	15,352.02
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0 Total:	15,352.02
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### 90010 - Dept. of Labor & Industries Total:

15,352.02

### 90020 - Employment Security Dept. Line Item Account

0 07/08/2024

Inv

Line Item Date	Line Item Description	Line Item Account	
07/03/2024	PR Batch 00001.07.2024 Emp Sec- Unemployment Tax	631-00-000-231-50-50-000	1,333.81

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Inv Total	1,333.81
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0 Total:	1,333.81
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<b>90020 - Employment Security Dept. Total:</b>	1,333.81
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**90022 - Employment Security Dept. Line Item Account**

0                      07/08/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/03/2024	PR Batch 00001.07.2024 WA Paid Fam. & Med. Leave	631-00-000-231-50-32-000	1,314.23
07/03/2024	PR Batch 00001.07.2024 WA Paid Fam. & Med. Leave	631-00-000-231-50-32-000	2,756.52

Inv Total	4,070.75
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0 Total:	4,070.75
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<b>90022 - Employment Security Dept. Total:</b>	4,070.75
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**90023 - Employment Security Dept. Line Item Account**

0                      07/08/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/03/2024	PR Batch 00001.07.2024 WA Cares	631-00-000-231-50-32-000	2,482.43

Inv Total	2,482.43
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0 Total:	2,482.43
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<b>90023 - Employment Security Dept. Total:</b>	2,482.43
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**90030 - Dept. of Retirement Syst.-LEOFF Line Item Account**

0                      07/08/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/03/2024	PR Batch 00001.07.2024 LEOFF 2 Employee	631-00-000-231-50-16-000	17,766.97
07/03/2024	PR Batch 00001.07.2024 LEOFF 2 Employer	631-00-000-231-50-16-000	11,080.90

Inv Total	28,847.87
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0 Total:	28,847.87
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<b>90030 - Dept. of Retirement Syst.-LEOFF Total:</b>	28,847.87
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**90035 - IAFF Firepac-Political Affairs Dept. Line Item Account**

62511                      07/08/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/03/2024	PR Batch 00001.07.2024 IAFF-FirePac	631-00-000-231-50-50-000	2.09

Inv Total	2.09
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62511 Total:	2.09
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<b>90035 - IAFF Firepac-Political Affairs Dept. Total:</b>	2.09
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**90040 - Teamsters Local Union #763 Line Item Account**

62514      07/08/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/03/2024	PR Batch 00001.07.2024 Teamsters Union Dues	631-00-000-231-50-21-000	2,374.00

Inv Total	2,374.00
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62514 Total:	2,374.00
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<b>90040 - Teamsters Local Union #763 Total:</b>	2,374.00
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**90045 - IAFF LOCAL #2878 Line Item Account**

62512      07/08/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/03/2024	PR Batch 00001.07.2024 IAFF-Local 2878 Fire	631-00-000-231-50-21-000	1,388.03

Inv Total	1,388.03
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62512 Total:	1,388.03
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<b>90045 - IAFF LOCAL #2878 Total:</b>	1,388.03
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**90060 - Office of Support Enforcement - DSHS Line Item Account**

0      07/08/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/03/2024	PR Batch 00001.07.2024 Child Support	631-00-000-231-50-30-000	664.50

Inv Total	664.50
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0 Total:	664.50
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<b>90060 - Office of Support Enforcement - DSHS Total:</b>	664.50
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**90070 - Dept of Retirement Syst.-PERS Line Item Account**

0                      07/08/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/03/2024	PR Batch 00001.07.2024 PERS 2 Employer	631-00-000-231-50-16-000	23,869.47
07/03/2024	PR Batch 00001.07.2024 PERS 3 Employee	631-00-000-231-50-16-000	2,710.70
07/03/2024	PR Batch 00001.07.2024 PERS 3 Employer	631-00-000-231-50-16-000	4,348.76
07/03/2024	PR Batch 00001.07.2024 PERS2 Employee	631-00-000-231-50-16-000	15,929.72
Inv Total			46,858.65

0 Total:

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46,858.65**90070 - Dept of Retirement Syst.-PERS Total:**

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46,858.65**90075 - Dept. of Retirement Syst.- PSERS Line Item Account**

0                      07/08/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/03/2024	PR Batch 00001.07.2024 PSERS Employer	631-00-000-231-50-16-000	527.41
07/03/2024	PR Batch 00001.07.2024 PSERS Employee	631-00-000-231-50-16-000	358.53
Inv Total			885.94

0 Total:

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885.94**90075 - Dept. of Retirement Syst.- PSERS Total:**

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885.94**90085 - IRS-Payroll EFTPS Line Item Account**

0                      07/08/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/03/2024	PR Batch 00001.07.2024 Medicare Employee	631-00-000-231-50-27-000	9,932.09
07/03/2024	PR Batch 00001.07.2024 Medicare Employer	631-00-000-231-50-27-000	9,752.50
07/03/2024	PR Batch 00001.07.2024 Federal Income Tax	631-00-000-231-50-27-000	115,754.94
07/03/2024	PR Batch 00001.07.2024 FICA Employer	631-00-000-231-50-27-000	33,691.84
07/03/2024	PR Batch 00001.07.2024 FICA Employee	631-00-000-231-50-27-000	33,691.84
Inv Total			202,823.21

0 Total:

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202,823.21**90085 - IRS-Payroll EFTPS Total:**

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202,823.21**90095 - Voya Institutional Trust Company Line Item Account**

0                      07/08/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
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07/03/2024	PR Batch 00001.07.2024 Voya-Employer	631-00-000-231-50-19-000	100.00
07/03/2024	PR Batch 00001.07.2024 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

**90099 - CITY OF SNOQUALMIE Line Item Account**

62509      07/08/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/03/2024	PR Batch 00001.07.2024 FSA	631-00-000-231-50-15-000	476.68
Inv Total			476.68

62509 Total: 476.68

**90099 - CITY OF SNOQUALMIE Total:** 476.68

**90100 - ICMA Retirement Trust -303907 Line Item Account**

0      07/08/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/03/2024	PR Batch 00001.07.2024 ICMA-Employer Supplement	631-00-000-231-50-19-000	150.00
07/03/2024	PR Batch 00001.07.2024 ICMA-Employee	631-00-000-231-50-19-000	1,662.50
07/03/2024	PR Batch 00001.07.2024 ICMA-Employer	631-00-000-231-50-19-000	1,012.50
07/03/2024	PR Batch 00001.07.2024 Mission Square percentage	631-00-000-231-50-19-000	277.31
Inv Total			3,102.31

0 Total: 3,102.31

**90100 - ICMA Retirement Trust -303907 Total:** 3,102.31

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

0      07/08/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/03/2024	PR Batch 00001.07.2024 DCP-Employer	631-00-000-231-50-19-000	5,706.00
07/03/2024	PR Batch 00001.07.2024 DCP Flat Employee	631-00-000-231-50-19-000	13,271.00
07/03/2024	PR Batch 00001.07.2024 DCP-Employer-Supplement	631-00-000-231-50-19-000	1,412.50
07/03/2024	PR Batch 00001.07.2024 Defferd Comp Roth Flat	631-00-000-231-50-19-000	803.00
07/03/2024	PR Batch 00001.07.2024 Deffered Comp Percentage	631-00-000-231-50-19-000	427.65
Inv Total			21,620.15



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0 Total:	21,620.15
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<b>90105 - Dept. of Retirement Syst.- DCP Total:</b>	21,620.15
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**90110 - AFLAC Line Item Account**

0                      07/08/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/03/2024	PR Batch 00001.07.2024 AFLAC-Pre Tax	631-00-000-231-50-19-000	78.13

Inv Total	78.13
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0 Total:	78.13
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<b>90110 - AFLAC Total:</b>	78.13
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**90120 - WSCFF Line Item Account**

62516                      07/08/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/03/2024	PR Batch 00001.07.2024 WSCFF-BENEFIT TRUST FF ER	631-00-000-231-50-22-000	975.00

Inv Total	975.00
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62516 Total:	975.00
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<b>90120 - WSCFF Total:</b>	975.00
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**90180 - Snoqualmie Police Association Line Item Account**

62513                      07/08/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/03/2024	PR Batch 00001.07.2024 Police Union Dues	631-00-000-231-50-21-000	900.00

Inv Total	900.00
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62513 Total:	900.00
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<b>90180 - Snoqualmie Police Association Total:</b>	900.00
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**90300 - DiMartino Associates Line Item Account**

62510                      07/08/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/03/2024	PR Batch 00001.07.2024 Brown & Brown DBA DiMartino	631-00-000-231-50-14-000	409.50

Inv Total			409.50
62510 Total:			409.50
90300 - DiMartino Associates Total:			409.50
90310 - NWFFT TRUST Line Item Account			
0	07/08/2024		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/03/2024	PR Batch 00001.07.2024 Medical/Vision Benefits	631-00-000-231-50-14-000	23,480.13
07/03/2024	PR Batch 00001.07.2024 Dental Benefits	631-00-000-231-50-14-000	2,143.38
Inv Total			25,623.51
0 Total:			25,623.51
90310 - NWFFT TRUST Total:			25,623.51
90400 - Western States Police Medical Trust Line Item Account			
62515	07/08/2024		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/03/2024	PR Batch 00001.07.2024 W States Police Medical Trust	631-00-000-231-50-17-000	464.00
Inv Total			464.00
62515 Total:			464.00
90400 - Western States Police Medical Trust Total:			464.00
Total:			535,044.70



# Claims Approval Report

Final Audit Report

2024-07-09

Created:	2024-07-09
By:	Ilyse Treptow (itreptow@snoqualmiewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAATBGmsm-7KFUqQBGfDuXLrPuQIZNleg-o

## "Claims Approval Report" History

-  Document created by Ilyse Treptow (itreptow@snoqualmiewa.gov)  
2024-07-09 - 6:30:55 PM GMT
-  Document emailed to Drew Bouta (dbouta@snoqualmiewa.gov) for signature  
2024-07-09 - 6:31:29 PM GMT
-  Email viewed by Drew Bouta (dbouta@snoqualmiewa.gov)  
2024-07-09 - 7:11:19 PM GMT
-  Document e-signed by Drew Bouta (dbouta@snoqualmiewa.gov)  
Signature Date: 2024-07-09 - 7:11:26 PM GMT - Time Source: server
-  Agreement completed.  
2024-07-09 - 7:11:26 PM GMT



# BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

**AB24-085**  
**July 22, 2024**  
**Committee Report**

Item 3.

## AGENDA BILL INFORMATION

<b>TITLE:</b>	<b>AB24-085:</b> Snoqualmie Police Association (SPA) Collective Bargaining Agreement (CBA)	<input type="checkbox"/> Discussion Only
<b>PROPOSED ACTION:</b>	Move to approve the Collective Bargaining Agreement (CBA) between the Snoqualmie Police Association (SPA) and the City of Snoqualmie and authorize the Mayor to sign.	<input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

<b>REVIEW:</b>	Department Director	Brian Lynch	7/11/2024
	Finance	Drew Bouta	7/11/2024
	Legal	Outside Counsel	7/3/2024
	City Administrator	Mike Chambless	7/11/2024

<b>DEPARTMENT:</b>	Human Resources	
	Kim Johnson, HR Manager; Drew Bouta, Finance Director; Brian Lynch, Police Chief	
	Public Safety	<b>COMMITTEE DATE:</b> July 15, 2024
	1. New Agreement (2024-2026) Clean Version 2. New Agreement (2024-2026) Redlined Version 3. Old Agreement (2022-2023)	

<b>AMOUNT OF EXPENDITURE</b>	\$ 4,026,383 (Wages and Benefits for SPA Members Only)
<b>AMOUNT BUDGETED</b>	\$ 3,850,271 (Wages and Benefits for SPA Members Only)
<b>APPROPRIATION REQUESTED</b>	\$ 176,113 (2023-2024 Biennial Budget)

## SUMMARY

### INTRODUCTION

The City of Snoqualmie (City) recently completed negotiations with the Snoqualmie Police Association (SPA). The resultant collective bargaining agreement ("CBA"), if approved by council, will last through the end of 2026 and apply retroactively to January 1, 2024.

### BACKGROUND

Snoqualmie Police Association (SPA) represents the Police Officers and Sergeants for the City of Snoqualmie and North Bend. The previous CBA spanned a length of two years from 2022-2023 (Exhibit A). Regular negotiation meetings with SPA began in late 2023 and lasted through July 2024. The City contracted for consulting services with Summit Law Group to assist with the negotiation of this agreement.

### ANALYSIS

The term of this agreement is January 1, 2024 through December 31, 2026. The City of Snoqualmie (City) and Snoqualmie Police Association (SPA) settled on a three-year agreement. The new agreement accounts for an 8% COLA in 2024, 1% - 3.5% range (depending on the June to June CPI-W )+ 1% for 2025, and a 3.5% increase in 2026. The new agreement also includes a 12-hour shift schedule (effective 1/1/2025) which replaces the current 10-hour shift schedule + 2 hours of mandatory overtime. The education incentive pay will now be paid as a percentage of the employee's base rate of pay instead of a flat monthly amount for an associate degree or a bachelor's degree only. The longevity pay incentive will now include a monthly amount of 8% for those employees who have worked for the City for more than twenty (20) years. And, effective 1/1/2025, employees required to work a shift that begins on a designated city holiday, shall be paid at time and one-half (1.5%) for the entire shift. Finally, much time was spent working through the entire agreement to bring it up to date with current labor laws and standards and to make it easier to read and interpret.

## BUDGET IMPACTS

The Administration recommends approving the 2024-2026 Collective Bargaining Agreement (CBA) with the Snoqualmie Police Association (SPA). The CBA includes an 8% COLA for 2024, a 1% to 3.5% COLA depending on the June-to-June CPI-W for the Seattle-Tacoma-Bellevue area with an additional 1% added on top for 2025, and a 3.5% COLA for 2026. Furthermore, the CBA includes a change to educational incentive pay and longevity pay, and holiday pay. These changes are expected to cost the City of Snoqualmie and the City of North Bend collectively an additional \$176,000 in wages and wage-based benefits (Social Security, Medicare, pension, etc.) over the amounts budgeted in the 2023-2024 Biennial Budget. Of the \$176,000, \$99,000 is expected to be attributable to the City of Snoqualmie and \$77,000 is expected to be attributable to the City of North Bend. These estimates assume full staffing. The City approved a 2023-2024 Biennial Budget across the two primary funds impacted by this CBA, the General Fund (#001) and the North Bend Police Services Fund (#014), with a 3.5% cost-of-living adjustment for 2024. The City's budget also included 2-6% increases in medical, dental, and vision benefits.

Currently, the Police Department is running approximately \$200,000 under budget in the General Fund (#001) or 1.86% of their total two-year appropriation and \$137,000 under budget in the North Bend Police Services Fund (#014) or 2.61% of their total two-year appropriation. Given other anticipated expenditures over the next month that will dissipate some of the current budgetary savings, the Administration will likely request a budget amendment from Council at a future date in order to account for the impact of the CBA on the 2023-2024 Biennial Budget.

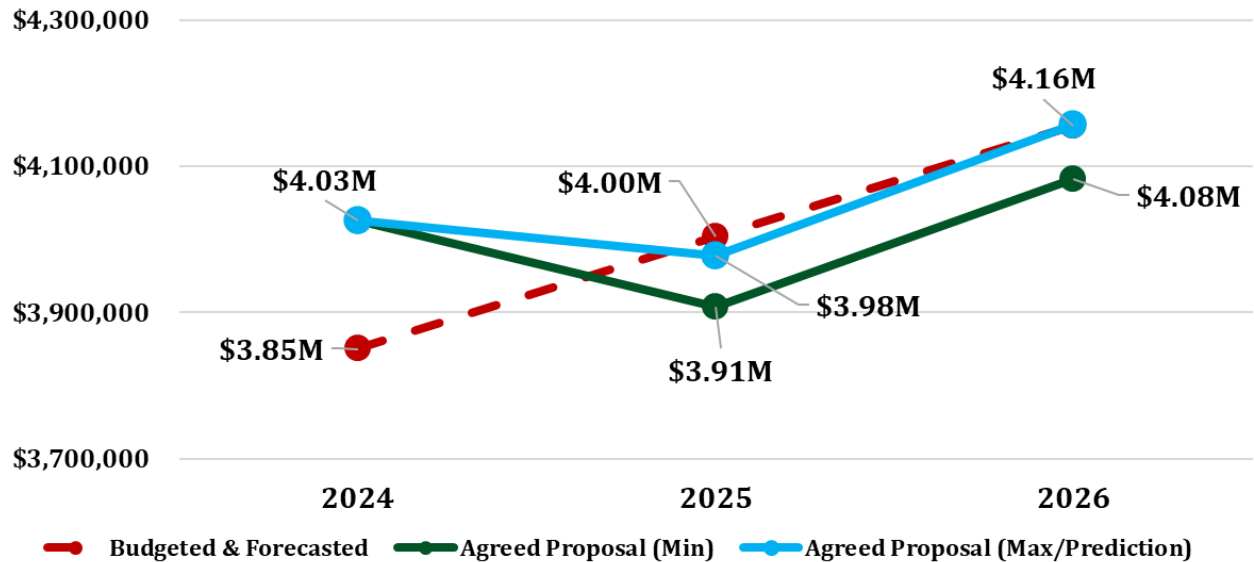
Approval of the CBA would also impact the development of the 2025-2026 Biennial Budget. In addition to COLA increases and the change in educational incentive pay, longevity pay, and holiday pay, the current shift schedule which includes 10 hours of regular time and 2 hours of mandatory overtime would be replaced by 12 hours of regular time (12-hour shift schedule) effective January 1, 2025. As a consequence of this change, the City is expected to reduce the amount spent on overtime by an estimated \$250,000 to \$275,000 which is based on the amount of overtime spent on average over a six-year period (2018-2023) multiplied by an estimated percentage of overtime in 2023 that was shift-based.

After considering the proposed changes to the CBA, the following charts estimate the financial impact of the CBA relative to what has been budgeted and forecasted in wages and benefits for SPA members only for Snoqualmie, North Bend, and both cities combined.

## Snoqualmie Police Association CBA

How much more would **both cities** spend (est.) relative to what has been budgeted and forecasted?

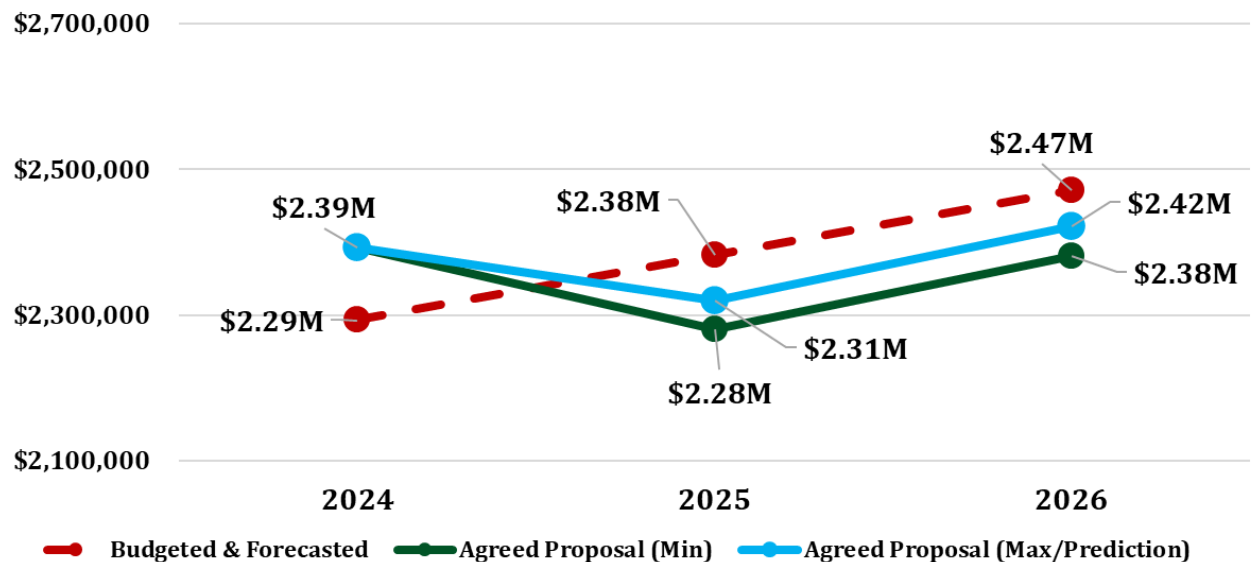
NOTE: Wages & Benefits for SPA Members Only



## Snoqualmie Police Association CBA

How much more would **Snoqualmie** spend (est.) relative to what has been budgeted and forecasted?

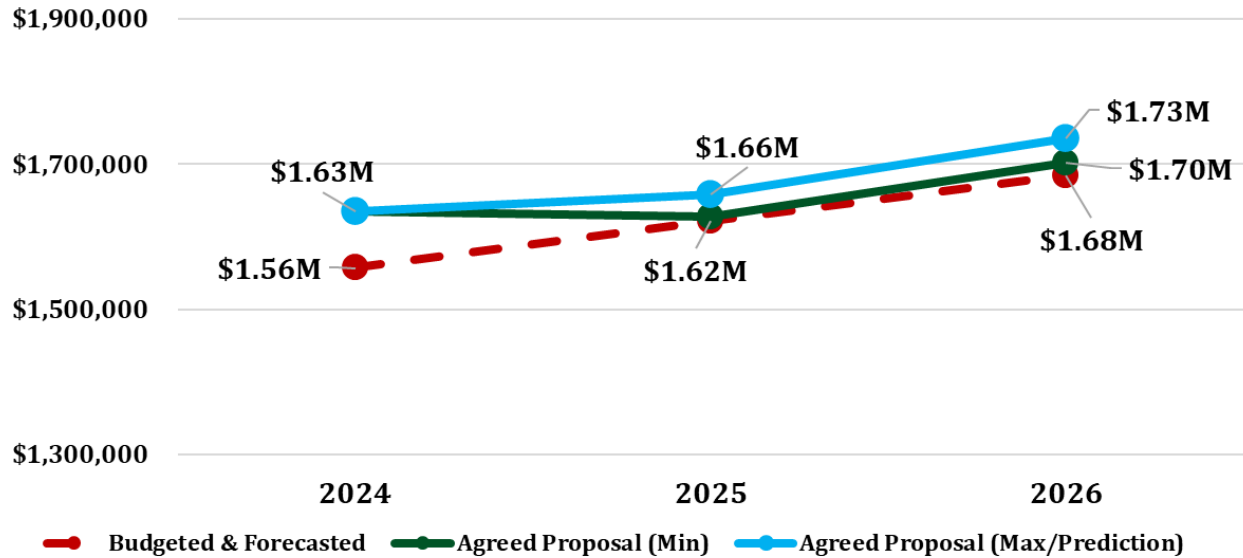
NOTE: Wages & Benefits for SPA Members Only



## Snoqualmie Police Association CBA

How much more would **North Bend** spend (est.) relative to what has been budgeted and forecasted?

NOTE: Wages & Benefits for SPA Members Only



### PROPOSED ACTION

Move to approve the Collective Bargaining Agreement between the Snoqualmie Police Association (SPA) and the City of Snoqualmie and authorize the Mayor to sign.

**Collective Bargaining Agreement**  
**Between the City of Snoqualmie**  
**and**  
**Snoqualmie Police Association**  
**2024-2026**



# A G R E E M E N T

by and between

CITY OF SNOQUALMIE, WASHINGTON  
and  
SNOQUALMIE POLICE ASSOCIATION

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2024-2026

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## AGREEMENT

by and between

CITY OF SNOQUALMIE, WASHINGTON

and

SNOQUALMIE POLICE ASSOCIATION

2024-2026

This agreement is by and between the City of Snoqualmie, Washington, hereinafter referred to as the Employer, and the Snoqualmie Police Association, hereinafter referred to as the Association.

### **ARTICLE 1                    RECOGNITION, ASSOCIATION MEMBERSHIP AND PAYROLL DEDUCTION**

- 1.1     Recognition: The Employer recognizes the Association as the exclusive bargaining representative for all Employees in the bargaining unit, which shall include all full time Law Enforcement Officers, excluding all officers above the rank of Sergeant, who choose to be members of the bargaining unit.
  
- 1.2     Union membership or non-membership is at the option of the employee.
  
- 1.3     Payroll Deduction: Upon the receipt of notice from the Association of the employees' authorization, the Employer shall deduct from the pay of all employees who are members of the Association and are covered by this Agreement, the dues and fees of the Association, and shall remit to the treasurer of said Association all such deductions on the last business day of each month. Where laws require written authorization by the employee, the same shall be furnished by the employee to the Association in the form required. The Association will provide written notice of said authorization to the Employer. The Employer will begin withholding dues no later than the second payroll period following notice from the ~~Union~~ Association that an employee has authorized dues withholding. No deduction shall be made which is prohibited by applicable law. The employee's authorization remains in effect until expressly revoked by the employee in accordance with the terms and conditions of the authorization. An employee's request to revoke authorization for payroll deductions must be in writing and submitted by the employee to the Association representative in accordance with the terms and conditions of the authorization. The Association shall provide notice to the Employer of an employee's written request to revoke authorization for payroll deductions for Association dues and fees. Upon receipt of such notice of revocation from the Association, the Employer shall end the deduction no later than the second payroll after receipt of the revocation notice. Unless otherwise provided herein, the Employer shall rely on information provided by the Association regarding the authorization and revocation of authorization for deductions.
  
- 1.4     The Association will indemnify, defend, and hold harmless the Employer against any claims made against the Employer on account of any deduction of dues for the Association, provided that the Association shall have no obligation to defend and indemnify the Employer if the result of the liability is a result of the City's own negligence. The Association agrees to refund the Employer any amounts paid to it in

error on account of dues deduction provisions upon presentation of proper evidence thereof.

## **ARTICLE 2 NON-DISCRIMINATION**

- 2.1 No employee shall be discriminated against for upholding Association principles or serving on a committee. The Employer and the Association shall not unlawfully discriminate against any individual with respect to hiring, compensation, terms or conditions of employment because of such individual's race, color, religion, sex, national origin, Association activities, marital status or the presence of any physical, mental or sensory disability or age; nor shall they limit, segregate or classify employees in any way to deprive any individual employee of employment opportunities, except as such may be a bona fide occupational qualification.
- 2.2 The Association agrees to not request arbitration of any grievance only alleging a violation of this article unless the grievant agrees in writing to accept the arbitrator's decision as final and binding in lieu of any other procedure or remedy that might be available to grievant.

## **ARTICLE 3 ASSOCIATION RIGHTS**

- 3.1 Association Official's Time Off: An Association Official who is an employee in the bargaining unit, shall be granted reasonable time-off without loss of pay for grievance processing/investigation and contract negotiation activities. Such activities shall not interfere with the normal routine functions of the Department.
- 3.2 Bulletin Boards: The Employer shall provide suitable space for an Association Bulletin Board on its premises, in an area which is frequented by all employees within the bargaining unit.
- 3.3 Probationary Period: All new employees, shall be required to serve a twelve (12) month probationary period after successful certification of the Washington State Basic Law Enforcement Academy. Laterally hired officers requiring Washington State certification, shall serve a twelve (12) month probationary period after successful certification of the Washington State Basic Law Enforcement Equivalency Academy. Laterally hired officers with Washington State Certification, shall serve a twelve (12) month probationary period from the date of hire. Promotional probationary periods shall be twelve (12) months from the date of promotion.
- 3.4 Removal During Probation: During the probationary period a newly hired employee may be terminated without cause. During the probationary period a promoted employee may be reverted to their prior rank if, in the judgment of the Police Chief, the probationer has not performed satisfactorily the duties of the position to which the probationer was appointed.

## **ARTICLE 4 HOURS OF WORK**

- 4.1 Regular Work Cycle: The work cycle for Police Officers and Sergeants shall consist of five (5) consecutive days worked followed by four (4) consecutive days off, followed by five (5) consecutive days worked followed by five (5) consecutive days off This shall be commonly referred to as the 19-day cycle. Each workday shall consist of ten and one sixth (10 1/6) consecutive hours. Regular work schedule is considered to be when the employee is working their current assignment without any restrictions.

Effective January 1, 2025 or an earlier date identified by the Employer, the work cycle for Police Officers and Sergeants shall consist of four (4) consecutive 12-hour days on duty followed by four (4) consecutive days off. The FLSA work period for employees working a 12-hour shift is 24 days. The number of scheduled hours of work per year on the 12-hour shift is 2190. To reduce this number, the Employer will schedule each employee on the 12-hour shift to 9 additional days off, without a loss of pay, throughout the year ("Kelly Days"). The intent of Kelly Days is to reduce the number of scheduled work hours. Kelly Days do not roll over and have no cash value. The Employer will calculate hourly rates using 2080 hours of work per year. If an employee transfers in or out of patrol mid-year, the employee's Kelly Days are prorated by rounding to the nearest month. An employee separating mid-year will reimburse the Employer for any excess Kelly Days used via a payroll deduction from their final paycheck.

- 4.1.1 When mutually agreed the Chief of Police can adjust an Officer or Sergeant's shift to a shift schedule to meet the Operational needs of the Department. An Officer or Sergeant assigned to this shift would be eligible for Holiday pay under Article VIII, Section 8.1.
- 4.1.2 Detectives: The work cycle for Detectives shall consist of a 40-hour workweek comprised of four (4) consecutive 10-hour days worked followed by three (3) consecutive days off. This shall be commonly referred to as the 28-day cycle. There will be two detective schedules: one shift working Monday through Thursday and a second shift working Tuesday through Friday. When more than one Detective shift is vacant, Detectives will select their shift based on seniority.

Detective schedules can be modified by the Employer when the Detective is performing an alternative assignment, provided that the Detective premium will continue during the modified assignment. Detectives receive holidays as provided in Article VIII.

Detective assignments are at the discretion of the Chief of Police. The Chief of Police may remove a police officer from a detective assignment with cause, or to meet operational needs. The police chief's re-assignment of a police officer from detective to meet operational needs is an exercise of management rights pursuant to Article XVI. Detective assignments will typically be for three (3) years, with one-year extensions if approved by the Chief.

- 4.1.3 School Resource Officer: Any Police Officer assigned as a school resource officer (SRO) will work a shift consisting of four (4) consecutive workdays of ten (10) hour shifts, followed by three (3) consecutive days off, referred to as a 4/10 schedule. The SRO will work a day shift that will allow them to be on duty while school is typically in session. The department may modify the hours of work for the SRO shift based on the needs of the department and the school district, or, during significant lengths of time when school is not in session, such as summer or winter break, based on the needs of the department.
- 4.2 Make-up Time: The 19-day cycle results in 1952 hours worked per year, exclusive of vacations and other leave time. The Association and the City of Snoqualmie agree that the lesser number of hours worked is in lieu of compensation for all holidays (120 hours), either as days off or holiday pay or holiday premium. All Officers and Sergeants shall also work an additional 8 hours per year. These 8 hours will be paid time, already included in the officer's monthly wage, and will be reasonably scheduled by the Employer to facilitate training or other departmental needs. These 8 hours, along with the forfeited holiday premium and holidays (120 hours) are intended to equal 2080 hours worked for the purpose calculating the member's

annual salary. Should the employer fail to schedule these 8 hours, the employee will not be required to make them up the following year and there will be no reduction in pay.

Effective January 1, 2025 (or an earlier date if identified by the Employer for implementation of 12-hour shifts), Article 4.2 shall be null and void.

- 4.3 Meal and Rest Periods: The following meal and rest periods supersede WAC 296-126-092 pursuant to RCW 49.12.187. A workday shift of any length longer than five (5) hours shall include one (1) thirty (30) minute meal period and two (2) fifteen (15) minute rest periods, taken at the employee's discretion, which shall be paid time. Employees may at times be required to respond to emergency situations or otherwise be interrupted during meal and/or rest periods for which no overtime or additional compensation shall be paid.
- 4.4 During the contract term, management and labor will convene for the purpose of evaluating the cost-benefits of current work schedules vs. other options, best practices and alternatives in the interest of employee recruitment, retention, police officer safety and community service needs. City reserves the right to open the issue of FLSA 7k exemption as part of the 4.4 evaluation.
- 4.5 Shift Exchange: Shift exchanges and standby will be administered by the Chief in the best interests of public safety. Shift exchanges can only occur between employees of the same rank, unless an exception is granted by the Chief, or designee.
- 4.6 Shift Supervision: There shall be shift supervision on duty at all times. Compensation shall be one hour of overtime when assigned to act as Shift Supervisor for four (4) or more hours of the employee's shift, consistent with Section 7.4. Qualifications shall be established by departmental policy. In order to accommodate training, personal time off, and other unforeseen circumstances, employees who have been approved by the Captain to act as an 'officer in charge' (OIC) may be used as a field supervisor to cover for a Field Sergeant.

## **ARTICLE 5 OVERTIME**

- 5.1 Unless otherwise provided by this Agreement, all work which has been authorized by the Employer in excess of the regularly scheduled shift, excluding 8 hours of make-up time, shall be paid at one and one-half (1-1/2) times the employee's regular straight time hourly rate of pay or accrued as compensatory time at one and one-half (1-1/2) times the hours worked.

Effective January 1, 2025 (or an earlier date if identified by the Employer for implementation of 12-hour shifts), the reference to make-up time in Article 5.1 shall be null and void.

- 5.2 All non-emergency overtime, such as overtime for special events or shift coverage, shall be offered to employees on a rotating basis. No employee covered by this agreement shall be required or permitted to volunteer for any police related function. Attendance at police funerals or memorials in uniform shall not be compensated unless such attendance is required by the Police Chief.
- 5.3 Overtime shall be paid in increments of fifteen (15) minutes, with the major portion of fifteen (15) minutes paid as fifteen (15) minutes.
- 5.4 The Employer may make reasonable adjustments to shifts to accommodate operational needs. No regularly scheduled shift will start after 2100 hours or before 0500 hours. A

tentative schedule will be posted in the squad room detailing the shift requirements for the upcoming three (3) months. Notice of a schedule change will be made within 72 hours and notification will be by text message or phone call to personal phone.

- 5.5 Compensatory time off will be accrued at one and one-half (1-1/2) times the overtime hours worked at the discretion of the employee. An employee may at any time elect to be paid for some or all the employees accrued compensatory time at the employee's regular straight time rate of pay. No employee shall accrue more than forty (40) hours of compensatory time. No more than twenty-four (24) hours of compensatory time shall be carried over from year to year. All overtime in excess of forty (40) hours will be paid as overtime pay. All accrued compensatory time over twenty-four (24) hours shall be paid at the employee's regular straight time rate of pay at the end of each year.
- 5.6 Mandatory overtime will be used when a shift adjustment cannot be made by voluntary acceptance to fill the shift. Employees with the lowest overtime score / overtime worked will be required to work the mandatory overtime shift.

#### **ARTICLE 6 CALLBACK, COURT TIME AND STANDBY PAY**

- 6.1 Callback: An employee who is called back to work after having completed their normal shift and having left the premises, shall receive callback pay of a minimum of three (3) hours at the overtime rate of pay; provided however, if the call back can be handled by telephone or Virtual Private Network from the employee's home or otherwise remotely, and lasts thirty (30) minutes or less, the employee shall be paid for a minimum of one (1) hour at the overtime rate, and further provided, an employee who is required to report to work prior to their normal shift and is compensated for all time prior to the commencement of their regular shift, shall be compensated for such pre-shift hours at one and one-half (1 1/2) the employee's regular straight-time rate of pay.

A Detective who is called back to duty less than three hours prior to the start of the employee's regular shift shall be paid only for the actual time worked at the rate of one and one-half (1 1/2) times the employee's regular rate of pay up to the time the employee's regularly scheduled shift begins and shall not be entitled to a 3-hour minimum payment under this section.

If the call back can be handled by telephone or Virtual Private Network from the employee's home or otherwise remotely, the employee shall be paid for a minimum of one (1) hour at the rate of one and one-half (1 1/2) times the employee's regular rate of pay.

- 6.2 Court Appearances: An off-duty employee required to testify under oath on behalf of the Employer in a criminal or civil case arising out of the employee's performance of duties as a police officer shall be compensated for at the overtime rate of pay, with a minimum of four (4) hours at one and one-half (1 1/2) times the employee's regular straight-time rate of pay. Officers not given a minimum of forty-eight (48) hours' notice of cancellation of the need to appear will be compensated for the minimum four (4) hour period.
- 6.3 Standby: An employee who is placed on Standby by the Employer shall receive ten percent (10%) of their regular straight-time hourly rate of pay for all hours assigned.
- 6.3.1 Standby Duty for Detectives shall be assigned by the Chief of Police and will generally rotate on a weekly basis among those employees assigned as a Detective, with each Detective assigned to approximately two weeks per month. Detectives will be allowed to trade their rotation schedule with each other, with the Chief's approval. Employees on Standby must make sure that they are

able to respond to the Snoqualmie Police Department within one hour. If they are unable to respond within one hour, they will notify dispatch. Employees on Standby shall be obligated to respond when called in to perform their regular duties. Employees shall not report to work while on Standby in a condition that would violate the Drug Free Workplace Policy. Employees assigned to Standby Duty will receive ten (10) hours at their straight time hourly rate of pay for each full week on Standby Duty, prorated in the event of a partial week. The Chief has sole discretion to decide whether to assign a take home vehicle to a Detective on Standby Duty and the Chief's decision cannot be grieved.

## **ARTICLE 7                      WAGES**

7.1 Employees covered by this Agreement shall receive the rates of pay as set forth in Appendix "A" to this Agreement, which by this reference shall be incorporated herein as if set forth in full.

7.2 Longevity Pay All employees employed as of May 1, 2010, shall continue to receive a monthly Longevity Pay in addition to their monthly rates of pay as follows:

<b>Service Time</b>	<b>Monthly Amount</b>
After 5 years	4%
After 10 years	6%
After 15 years	8%

All Employees employed after May 1, 2010 shall receive monthly Longevity Pay in addition to their monthly rates of pay as follows:

<b>Service Time</b>	<b>Monthly Amount</b>
After 5 years	2%
After 10 years	4%
After 15 years	6%
After 20 years	8%

7.3 Educational Incentive Pay: Educational incentive pay shall be awarded to qualified employees who have obtained an Associates (AA) or Bachelor's (BA) degree in accordance with the schedule below. Educational incentive pay shall not be cumulative. It shall be the responsibility of the employee requesting educational incentive pay to provide documentation through official transcripts from accredited colleges or universities. Educational incentive pay shall be paid to the employee beginning the next pay period following receipt of proper documentation by Human Resources and shall not be retroactive. Educational incentive pay will be applied to an employee's base rate of pay for education achievement in approved fields of job-related studies as follows:

<b>College Credits</b>	<b>Monthly Amount</b>
AA Degree	2%
BA/BS Degree	4%

The following are recognized to be job related studies and are therefore recognized as approved fields of study:

- Police Science
- Political Science/Global Studies

- Sociology
- Psychology
- Community Service
- Business Administration
- Public Administration
- Communications (added but not Retroactive)
- General Studies (added but not Retroactive)

7.4 Acting Sergeants, Officers in Charge, and FTO. When management assigns duties as an acting Sergeant, Officer in Charge or while training an employee as an FTO (Field Training Officer), the employee shall receive one (1) hour of overtime per shift worked.

7.5 Specialty Pay: Employees assigned to the following specialties shall receive the listed specialty pay while assigned. Employees assigned to more than one specialty may combine the specialty pays to a maximum of 3%. Specialty pay assignments shall be made at the discretion of the Chief of Police.

- |                                |      |
|--------------------------------|------|
| ▪ Firearms Instructor          | 1.5% |
| ▪ Defensive Tactics Instructor | 1.5% |
| ▪ EVOG Instructor              | 1.5% |
| ▪ Taser Instructor             | 1.5% |
| ▪ Radar/Lidar Instructor       | 1.5% |

## ARTICLE 8 HOLIDAYS

8.1 Police Officers and Sergeants working the days and hours of work specified in Art. IV Section 4.1 shall not be entitled to holiday pay or time off. Hours worked in excess of those identified in Article IV, Section 4.1 shall be paid at twice the employee's regular straight-time hourly rate of pay. Time worked on a holiday which falls on a regularly schedule workday shall be paid as straight time. Time worked on a holiday which falls on a scheduled day off shall be paid at twice the employee's regular straight-time hourly rate of pay. There shall be no other compensation paid for work performed on a holiday.

Effective January 1, 2025 (or an earlier date if identified by the Employer for implementation of 12-hour shifts), Article 8.1 shall read as follows:

Employees who are required to work a regular shift that begins on a designated holiday listed below in Article 8.2 shall be paid at time and one-half for their entire shift. Employees who are required to work a shift that begins on a designated holiday listed below in Article 8.2 on their regular day off shall be paid at double time for their entire shift. There shall be no other compensation paid for work performed on a holiday. Floating holidays are not designated holidays for purposes of this section.

8.2 The City recognizes the following holidays:

New Year's Day	
Martin Luther King, Jr. Day	(3 <sup>rd</sup> Monday of January)
President's Day	(3 <sup>rd</sup> Monday of February)
Memorial Day	
Juneteenth	
Independence Day	
Labor Day	



Veteran's Day  
 Thanksgiving Day  
 Day after Thanksgiving Day  
 Christmas Day  
 Two (2) "Floating Holidays" designated by the employee.

- 8.3 Detectives receive paid time off on each holiday listed above, for a total of not more than 130 hours of holiday time off per year. If a holiday falls on a Detective's regular day off, the Detective will take the holiday on another day that week. If the Employer requires a Detective to work on a holiday listed above, the Detective shall be paid at twice the employee's regular straight time hourly rate of pay for time worked on the holiday.
- 8.4 School Resource Officers will be entitled to holiday leave on the recognized holidays detailed in section 8.2 falling within the regular school year. A police officer assigned to serve as an SRO that is required to work on a recognized holiday falling within the regular school year will receive one and one-half times their regular rate of pay in lieu of holiday pay. There shall be no banking of holidays. The SRO when assigned to work patrol on a holiday will be paid the same as officers normally assigned to patrol duty on a holiday.

## **ARTICLE 9 VACATIONS**

- 9.1 Regular fulltime employees shall accrue paid vacation leave in accordance with the following schedule. Accrual of vacation leave shall begin upon the date of employment for each employee and thereafter on the employee's anniversary date.

### **UPON COMPLETION OF SERVICE HOURS/YEAR HOURS/PAY PERIOD**

<b>Upon Completion of Service</b>	<b>Hours/Year</b>	<b>Hours/Pay Period</b>
1 through 3 years	80.16 Hours	3.34 Hours
4 through 8 years	120 Hours	5 Hours
9 through 14 years	160.08 Hours	6.67 Hours
15 years	168 Hours	7 Hours
16 years	176.16 Hours	7.34 Hours
17 years	184.08 Hours	7.67 Hours
18 years	192 Hours	8 Hours
19+ years	200.16 Hours	8.34 Hours

- 9.2 Vacations shall be scheduled at the employee's request, subject to the needs of the Department. In the event scheduling conflicts occur, the employee with the most rank and then seniority shall be given preference in the selection of vacation time; provided the request is submitted and received by the Employer prior to March 1st of each year. After March 1st of each year, vacation shall be approved on a first come first served basis.
- 9.3 A. An employee shall not carry over from year to year accrued vacation in excess of three hundred twenty (320) hours. Accrued vacation leave in excess of 320 hours shall be forfeited on the employee's anniversary date. For this section "year to year" means "anniversary date to anniversary date."
- B. An employee may be granted an extension of this provision if the employer denies vacation leave, or the employee is unable to take vacation leave due to circumstances

beyond the employee's control. The employee's request for extension shall be submitted in writing to the Police Chief 60 days prior to the employee's anniversary date. A decision will be communicated to the employee 45 days prior to the employee's anniversary date. An employee who is granted an extension of this provision shall be required to reduce the excess to 320 hours or less within six months immediately following the approved extension. If the employee cannot reduce accumulated vacation below 320 hours during the period of extension because of operational needs of the Department, the employee shall be paid for carried over vacation after six months.

- 9.4 Upon termination of employment, employees shall be paid for all accrued vacation at their regular straight time rate of pay.

## **ARTICLE 10 SICK LEAVE**

- 10.1 Employees shall accumulate sick leave, relevant to their shift and hours worked per day. An eight (8) hour workday accrues eight (8) hours per month and a ten (10) hour or twelve (12) hour workday accrues ten (10) hours per month; provided, however, no employee shall be accredited with an accumulate greater than seven hundred twenty (720) hours. No employee may carry over more than 720 hours of sick leave from one calendar year to the next.
- 10.2 Sick Leave Buy Back. Should an employee's sick leave carryover exceed the maximum set forth within section 10.1, the employee shall receive compensation equal to thirty-three percent (33%) of the sick leave hour which exceed the afore-referenced maximum at the employee's regular straight- time hourly rate of pay. The calculation of available sick leave buy back shall be made by the employer during the month of November and shall be paid to the Employee on December 31 of each year.
- 10.3 Usage: Each employee shall use sick leave solely for a permitted reason and dishonesty in relation to utilization of sick leave for any other purpose shall be cause for disciplinary action.
- Sick leave is permitted for the following reasons:
- a. The employee's own illness, injury or health condition; to accommodate the need for medical diagnosis, care or treatment of a health condition; or preventive medical care.
  - b. The employee's care for a family member with an illness, injury or health condition; care for a family member who needs medical diagnosis, care or treatment; or care for a family member who needs preventive medical care.
  - c. An absence due to closure of the Employer by order of public official for any health-related reason, or where the employee's child's school or daycare is closed for such a reason.
  - d. Absences covered by the Domestic Violence/Sexual Assault/Stalking leave law.
  - e. For a Family Medical Leave Act (FMLA) or Washington Family Care Act (WFCA) qualifying event.
- The Employer may require that the employee, after more than three (3) consecutive days of sick leave, furnish medical verification that leave was taken for a permitted purpose.
- 10.4 For purposes of sick leave, family member is defined as:

1. A child including: a biological, adopted, or foster child, stepchild, or a child to whom the employee stands in loco parentis, is a legal guardian, or is a de facto parent, regardless of age or dependency status.
  2. A parent including: a biological, adoptive, de facto, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child.
  3. A spouse
  4. A registered domestic partner
  5. A grandparent
  6. A grandchild
  7. A sibling
- 10.5 Bereavement Leave: In the event of a death or critical illness in the employee's "immediate family," the employee may be granted leave of absence not to exceed three (3) working days. The term "immediate family" shall be defined as spouse and children of the employee and/or grandmother, grandfather, mother, father, brother, sister, father-in-law, mother-in-law, or other relative living in the employee's household.
- 10.6 An employee may be excused by their department head to attend funeral services of a deceased City employee without loss of pay.
- 10.7 FMLA. Notwithstanding any provision to the contrary that may be contained elsewhere within this Agreement, and on approval of the Police Chief, employees will be entitled to the entitlement under the Family and Medical Leave Act of 1993. During such leave, the employer will continue the employee's health insurance benefits on the same basis as active employees.
- 10.8 Light Duty. In the event a LEOFF II employee suffers a short-term disability or illness that prevents the employee from performing their full range of duties for a period of two (2) weeks or more, the Employer shall consider an employee's request for light duty work when available. Short term shall mean ninety (90) days or less. The Light Duty provisions of this Agreement shall not amend or modify the requirements for physical and/or mental fitness by the Civil Service Rules and Regulations, as amended, and will not interfere with the application of Civil Service Rules requiring fitness for duty. The Chief shall determine the employee's light duty schedule.
- 10.9 Light duty assignments, when granted, shall only be for work that does not require the physical and/or mental standard for "on duty Police Officers." The availability and content of work that does not require full "on duty" physical and/or mental fitness shall be determined by the Police Chief. Employees granted Light Duty assignments, and who accept same, shall be compensated at their normal rate of pay and may be required to work a modified schedule while on light duty status.
- 10.10 Whenever any member of the Association is disabled, whether temporarily or permanently, by injury or illness arising out of and in the course of their or her duties, he or she shall become entitled to, regardless of their or her period of service with the City of Snoqualmie, a leave of absence while so disabled for the period of disability, not to exceed six months or until a disability retirement under LEOFF is granted, if earlier. During the disability period, the member will continue to receive all contracted benefits.

## **ARTICLE 11 HEALTH AND WELFARE INSURANCE BENEFITS**

Medical Insurance: The employer shall provide such medical insurance coverage, for those employees to whom it applies, as is mandated by RCW 41.26, the Law Enforcement Officers and Fire Fighters Retirement System Laws of 1969, as revised.

11.1 The Employer will offer the AWC Regence HealthFirst 500 Plan, with annual HRA of \$3,500 (employee only) and \$7,000 (employee and family). HRA contributions are made on a monthly basis.

11.2 The Employer also offers the AWC HDHP/HSA Plan.

The annual HSA contribution for the HDHP Plan is \$1500 (employee only) and \$3000 (employee and family), with annual carry-over. HSA contributions are made on a monthly basis.

The City will continue to pay 100% of the medical insurance premiums for each employee and eligible dependents for the applicable AWC Regence Plan for the term of this Agreement.

11.3 Dental: The Employer shall pay one hundred percent (100%) of those premiums necessary for the purchase of employees and dependent coverage under the Association of Washington Cities, Washington Dental Service, Plan F, which shall include Plan V Orthodontia benefits.

11.4 Vision: The Employer shall pay one hundred percent (100%) of the premium necessary for the purchase of employee and dependent coverage under the Association of Washington Cities Western Vision Service Plan (\$10.00 deductible).

11.5 Life Insurance: The Employer shall pay one hundred percent (100%) of those premiums necessary to purchase and maintain Group Basic Term Life Insurance coverage for each employee in the amount of three hundred thousand dollars (\$300,000.00) payable to the beneficiary designated by the employee.

11.6 Deferred Compensation: The Employer shall match an employee's contribution to the Employer provided Deferred Compensation Plan up to one hundred dollars (\$100.00) per month.

11.6.1 Separate from the matching contribution in Article 11.6, the Employer shall contribute one hundred dollars (\$100.00) per month to the Deferred Compensation Plan of each employee who is represented under this Agreement. This one hundred-dollar (\$100.00) contribution does not require a match by the employee.

11.6.1.1 It is the employee's responsibility to enroll in the Deferred Compensation Plan. The \$100 per month contribution cited in Section 11.6.1 shall begin at the employee's enrollment date for new accounts being established. For those employees with existing accounts, it is the responsibility of the employee to complete the necessary form(s) to increase the \$100 monthly amount being contributed by the Employer.

- 11.7 Preventative Care: The Employer shall pay the cost for all preventative vaccinations as needed by employees for occupational related diseases, Hepatitis B, Tetanus and flu vaccinations.
- 11.8 Shared Leave Policy per City Resolution.

## **ARTICLE 12 UNIFORMS AND EQUIPMENT**

12.1 The Employer shall provide each new hire with all department issued and required equipment in Appendix B and provide replacements as necessary to properly maintain the employees uniform in a presentable manner, subject to Department procedures for replacement of uniforms and equipment on a fair wear and tear basis.

- 12.1.1 Detective Clothing Allowance. In addition to 12.1, Detectives shall receive an annual clothing allowance of \$800. The allowance will be paid on the initial date of the detective assignment, and annually thereafter. It shall be the responsibility of the Association Member assigned to the position to request the annual allowance on or after their anniversary in the position. In the event the Association Member voluntarily assumes a different position within Department a monthly pro rata share of the allowance shall be returned to the City.
- 12.2 Employees shall be held accountable for all protective clothing or protective devices assigned to the employee by the Employer. Loss or destruction of items of clothing or protective devices shall be replaced by the Employer where said loss was incurred as a direct result in the performance of the employee's job duties not due to the employee's intentional act or negligence. Accountable items of clothing or protective devices assigned to an employee which are lost or mutilated as a direct result of the employee's negligence shall be replaced by the employee.
- 12.3 All uniforms and equipment issued by the Employer to each employee shall remain the property of the Employer.
- 12.4 Dry Cleaning: The Employer shall provide a contract cleaning service which shall provide for the dry cleaning of any uniform worn that requires dry cleaning.

## **ARTICLE 13 MISCELLANEOUS**

- 13.1 Training: Training which an employee is required to attend by the Employer which is not part of the employee's regular or modified schedule shall be paid pursuant to Article V Overtime the overtime rate. An employee shall not be eligible for any overtime resulting from attendance at any training school or session in lieu of a scheduled workday (maximum regularly scheduled number of shift hours). The Chief will provide at least seven (7) calendar days' notice of changes to the employee's regular schedule for training the employee is required to attend.
- 13.2 Employees who attend Employer-authorized training that requires overnight accommodations shall be paid at the straight-time rate for all travel time required for the training, excluding any commute time between the employee's home and the Police Station.
- 13.3 Seniority: Seniority in the Police Department shall be defined as continuous active commissioned service within the Department, beginning on the most recent date of hire. If two (2) or more employees are hired on the same day, their seniority shall be determined by the employee's ranking on the Civil Service list.

Seniority in Civil Service classifications above police officer shall be determined by length of continuous active service within the classification. Employees promoted on the same day shall have their seniority determined by the ranking established by the Civil Service promotional process.

- 13.4 Unless required under the Uniformed Services Employment and Reemployment Act (USERRA), seniority will not accrue during any unpaid leave of absence greater than thirty (30) consecutive calendar days.

13.5 Reduction in Force (Layoff)

In accordance with City of Snoqualmie Civil Service Rules and Regulations, the following procedure shall be followed in layoff(s).

1. In the case of a reduction in force (layoff), the least senior bargaining unit employee shall be laid off. In the case of reduction in rank, the least senior employee within that rank shall be reduced.
2. If the reduction in rank results in the need for reduction in force, the employee reducing in rank shall bump the least senior bargaining union employee. It is understood that staffing levels may be reduced as a result of a reduction in department commissioned personnel.
3. In the case of a layoff, the employee shall be placed on a re-hire list for one (1) year. The employee is responsible to ensure the City has their current phone number and address. Employees laid off last will be the first to be recalled. All recalled employees must prove they are medically and physically fit to return to work.
4. It is understood that if there is a reduction in force, there may also be a reduction in staffing levels.

## **ARTICLE 14 DISCIPLINE**

- 14.1 The Employer shall not discipline a permanent employee without just cause.
- 14.2 A written warning shall be given prior to discipline being imposed for performance or conduct issues the employer determines to be minor. Such written warning letter shall state the nature of the performance or conduct improvement required and the time period in which improvement is expected to occur.

## **ARTICLE 15 GRIEVANCE PROCEDURE**

- 15.1 A. Grievance is defined as a dispute involving the interpretation or application of the express provisions of this Agreement that arise during the term of this Agreement. It is the intent of the parties that the following procedure is the exclusive remedy for resolving disputes as defined herein. The employee shall have the right to Association representation in all steps of grievance procedure. When the term "days" is used, it shall refer to calendar days. The employee, the Association or the Employer can file a grievance.
- B. At the option of the Employee, the employee may choose to process any alleged grievance through this Article XV or through the Civil Service laws and rules of the City of Snoqualmie.
- 15.2 Step One: The employee or Association, as the case may be, shall first reduce to writing a statement of the grievance containing the following: a) the facts on which the grievance is

based; b) a reference to the provision in this agreement; c) the remedy sought. The grievant shall submit the written statement of grievance to the Police Chief within fifteen (15) days. In the event the grievant does not present such grievance within fifteen (15) days of its occurrence or reasonable knowledge of the occurrence, the grievance shall be invalid and subject to no further processing. The Chief or designee shall have fifteen (15) days from submission of the written statement of the grievance to resolve the matter or deny the grievance. If resolved, the disposition shall be indicated on the written statement and signed by the Chief or designee and the Association.

- 15.3 Step Two: If the grievance is denied at Step 1, a written statement of grievance shall be submitted within fifteen (15) days of the date of the denial to the City Administrator. The City Administrator, or designee, shall have thirty (30) days from the submission of the written statement to resolve or deny the grievance. If any agreeable disposition is made, the City Administrator or designee and the Association shall sign it.
- 15.4 Step Three: If the grievance is denied at Step 2, the Association may request arbitration within twenty (20) days of the denial. Arbitration is the exclusive right and remedy of the Association, which in its sole discretion to determine which matters will be moved forward to Arbitration. This request must be submitted in writing. For a disciplinary grievance as defined by RCW 41.58.070, the arbitrator shall be assigned by PERC in accordance with state law. For other grievances, representatives from the Employer and the Association shall consult within seven (7) days of the date written request for arbitration is submitted to attempt to agree on an arbitrator. If the parties cannot agree within three (3) days, the parties shall jointly request the Public Employment Relations Commission (PERC) to provide a list of nine (9) arbitrators. The Employer and the Association shall alternatively strike one name from the list until only one name remains. The order of striking shall be determined by the toss of the coin, the loser striking the first name. The one name remaining shall be the arbitrator.
- 15.5 The arbitrator shall hold a hearing at which the parties may submit their case concerning the grievance. The arbitrator shall have no power to render a decision that shall add to, subtract from, alter, change or modify the terms of this agreement. The arbitrator's power shall be limited to interpretation and application of the express terms of this Agreement. The decision of the arbitrator shall be final and binding on the Association, the Employer and the employees involved.
- 15.6 The expense of the Arbitrator, the cost of the hearing room and the cost of a shorthand reporter, unless such one is paid by the State of Washington, shall be borne equally by the Employer and the Association. Each party shall be responsible for their own representation costs, including attorneys' fees.
- 15.7 There may be some instance where an outside agency or party may be used for arbitration, if both the Employer and Association agree.
- 15.8 The arbitrator shall have no right to amend, modify, nullify, add to, or subtract from the terms and conditions of this Agreement. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the Employer and the Association and shall have no authority to make a decision on any other issue so submitted.
- 15.9 The arbitrator shall be without power to make decisions contrary to, or inconsistent with or modifying or varying in any way the application of laws, rules or regulations having the force and effect of law. The arbitrator's decision shall be submitted in writing within thirty

(30) days following close of the hearing or the submission of briefs by the parties, whichever is later, unless the parties agree to an extension. The decision shall be binding on both the Employer and Association and shall be based solely on the arbitrator's interpretation or application of the express terms of the Agreement and to the facts of the grievance presented.

- 15.10 The parties may mutually agree in writing to extend any deadline contained in this grievance procedure. Absent such agreement, a grievance shall be considered resolved against the party that fails to meet any deadline contained in this grievance procedure and the grievance shall not be subject to any further processing, including arbitration.

## **ARTICLE 16 MANAGEMENT RIGHTS AND RESPONSIBILITIES**

- 16.1 The Union recognizes any and all rights, powers and authorities, which are not modified by this agreement, as being retained by the Employer. These rights include but are not limited to the following:

1. To maintain efficiency and to make, alter, and enforce reasonable policies and procedures to be observed by the employees. This shall include, but not be limited to, the following topics:
2. To direct, hire, evaluate, promote and lay off employees as covered by the Civil Service promotional and layoff processes, transfer, and for just cause, suspend, discipline or dismiss employees. Probationary employees may not use the grievance procedure to contest any disciplinary/discharge decision of the Employer.
3. To evaluate jobs and positions, classify positions, establish performance standards, qualification requirements of employees and specify the employee's duties and work hours.
4. To manage and operate the services in all respects and without restrictions.
5. To establish the location and number of police precincts and services to be rendered, the methods, the work procedures, the type of equipment to be used; to select, control and direct the use of all materials required in the operation of the services provided and performed.
6. To schedule work, to make, alter and enforce policies and regulations governing the use of material, equipment and services that may be deemed necessary.

The above is not intended to be exclusive and shall not exclude any historical or normal rights of management. The Union may raise issues of binding past practice through the grievance procedures.

## **ARTICLE 17 SAVINGS CLAUSE**

- 17.1 It is the intention of the parties hereto to comply with all applicable law and they believe that each and every party to this Agreement is lawful. All provision of this Agreement shall be complied with unless any of such provision shall be declared invalid or inoperative by a Court of final jurisdiction.
- 17.2 Should any provision of this Agreement and/or any attachments hereto be held invalid by operation of Law or by any tribunal of competent jurisdiction or if compliance with or enforcement of any provision should be restrained by such tribunal, the remainder of this



Agreement and/or any attachments hereto shall not be affected thereby and the parties shall enter into immediate collective bargaining negotiations for the purpose of arriving at a mutually satisfactory replacement of such provisions and/or any attachment hereto.

## **ARTICLE 18 DURATION**

- 18.1 This Agreement shall be effective January 1, 2024 and shall remain in full force and effect through December 31, 2026 unless otherwise provided for herein and shall remain in effect during the course of negotiations on a new Agreement.
- 18.2 Within six (6) months prior to the termination date of this Agreement, the Association or the Employer shall open this Agreement for the purpose of negotiating a successor Agreement to this Agreement.

## **ARTICLE 19 BILL OF RIGHTS**

- 19.1 Bill of Rights: All employees shall be entitled to the protection of what shall hereinafter be termed as the "Bill of Rights" which shall be added to the present Rules and Regulations of the City of Snoqualmie Police Department. The wide-ranging powers and duties given to the department and its members involve them in all manner of contacts and relationships with the public. Of these contacts come many questions concerning the actions of members of the department. These questions often require immediate investigations by supervising officers designated by the Police Chief. In an effort to ensure that these investigations are conducted in a manner which is conducive to good order and discipline, the following guidelines are put forth:
- 19.2 In criminal matters an employee shall be afforded those constitutional rights available to any citizen. In non-criminal matters relating to job performance, the following guidelines shall be followed.
- 19.3 "Interview" of a subject employee" as used herein shall mean any questioning by an agent of the City who is conducting an investigation (as opposed to a routine inquiry) of the employee being interviewed, when the agent knows (or reasonably should know) that the questioning could result in employee discipline. This section shall not apply to an investigation concerned solely and directly with alleged criminal activities.
- 19.4 Before an interview of a subject employee, the employee shall be informed of the matter in sufficient detail to reasonably apprise them of the factual basis of the matter. This shall not operate as a waiver of the Association's right to request bargaining information from the City. Nor shall anything in this Article prohibit the Employer from disciplining, including discharge, an officer convicted of a crime.
- 19.5 Any interview of an employee shall be at a reasonable hour, preferably when the employee is on duty unless the exigencies of the investigations dictate otherwise. If the employee is required to be interviewed off duty, the employee shall be compensated.
- 19.6 The interview shall not violate the individual's constitutional rights, which are afforded any citizen, regardless of occupational position and shall take place at the Police Department facility, except when impractical. The employee shall be afforded an opportunity and facilities to contact and consult privately with an attorney of their own choosing and/or a representative of the Association before being interviewed. An attorney of their own choosing and/or a

representative of the Association may be present during the interview but may not participate in the interview except to counsel the employee.

- 19.7 The questioning shall not be overly long, and the employee shall be entitled to such reasonable intermissions as they shall request for personal necessities, meals, telephone calls and rest periods. No more than two interviewers may ask questions of an accused employee. Any employee refusing to answer questions directly related to the investigation may be ordered to answer questions administratively or be subject to discipline for insubordination. Nothing ordered may be provided or used in a criminal investigation.
- 19.8 The employee shall not be subjected to any offensive language, nor shall they be threatened with dismissal, transfer or other disciplinary punishment as a guise to attempt to obtain their resignation, nor shall be intimidated in any other manner. Neither promises nor rewards shall be made as an inducement to answer questions.
- 19.9 The Employer shall not require any employee covered by this Agreement to take or be subjected to a lie detector test as a condition of continued employment, nor shall such evidence be offered at any disciplinary hearing without stipulation of the parties.
- 19.10 The Department will audio record any interview. Upon request, a copy of the recording/transcript (if made) will be provided to the officer.
- 19.11 Any Loudermill/pre-disciplinary meeting invitation shall be issued within six (6) months of the time that the Employer undertakes the investigation, unless an extension is reasonably necessary. The Association will not unreasonably deny requests for additional time.
- 19.12 An employee shall be permitted to read any adverse material affecting their employment before it is placed in the Employer's official personnel file. The Employee will be able to respond in writing and have it attached to the adverse material.
- 19.13 No officer shall be disciplined solely for being placed on a prosecutor's Brady list. This section does not prohibit the Department from taking disciplinary or other adverse action based on the underlying acts or omissions for which the officer's name was placed on the Brady list or is otherwise connected with a disclosure to a prosecutor pursuant to Brady. Any such action will be consistent with the terms of this Agreement including any just cause requirement.
- 19.14 An Employee using deadly force while exercising authority as a Police Officer shall be allowed to consult with a Union representative or attorney upon request prior to being required to give an oral or written statement about the use of deadly force, except that immediately following the incident the employee shall verbally report to the appropriate authority a brief public safety statement relating any information necessary to preserve the immediate safety of the public and fellow officers. Such right to consult shall be based on the nature of the incident but shall not delay the giving of the statement more than 72 hours. Deadly force is defined as any use of force that creates a substantial risk of causing death or serious bodily injury.

## **ARTICLE 20 PERSONNEL POLICIES**

- 20.1 In addition to the Employer's personnel records policy as set forth in the city of Snoqualmie Personnel Policies, all members of the bargaining unit shall have the additional right to:
- 20.2 Review their personnel file with a minimum of two (2) City business days' notice given to Human Resources.

- 20.3 May receive copies upon request of items in their personnel file.
- 20.4 Pursuant to RCW 40.14.070(4), personnel records for any peace officer must be retained for the duration of the officer's employment and a minimum of 10 years thereafter. Such records include all misconduct and equal employment opportunity complaints, progressive discipline imposed including written reprimands, supervisor coaching, suspensions, involuntary transfers, other disciplinary appeals and litigation records, and any other records needed to comply with the requirements set forth in RCW 43.101.095 and 43.101.135.
- 20.5 In the event the Snoqualmie Police Department convenes a Review Board(s) (Use of Force or Accidents), there shall be an Association representative, appointed by the Association, as a voting member on the Review Board.

## **ARTICLE 21 PFML PROGRAM**

Eligible employees are covered by Washington's Paid Family Medical Leave Program (PFML) per RCW 50A et seq. Eligibility for leave and benefits is established by Washington law and is therefore independent of this Agreement. Premiums for benefits are established by law. Employees will pay, through payroll deduction, the maximum allowable charge for both family leave and medical leave premiums, as stated by RCW 50A.10.030 and updated annually by the Employment Security Department.. The employer will pay the remaining premium amounts as required by law.

SNOQUALMIE POLICE ASSOCIATION

CITY OF SNOQUALMIE

\_\_\_\_\_  
Chase Smith, President

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

ATTEST:

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

**APPENDIX "A"**

to the AGREEMENT by and between

CITY OF SNOQUALMIE, WASHINGTON

And

SNOQUALMIE POLICE ASSOCIATION

2024-2026

- A.1 2024 CLASSIFICATION RATES. Effective January 1, 2024, the hourly rates of pay for each classification covered by this Agreement shall be as follows (adjusted with an 8% increase):

	A	B	C	D	E	F
P Officer	\$39.52800	\$43.48080	\$45.65160	\$47.91960	\$50.31072	\$52.83792
P Sergeant	\$55.49472	\$58.24224	\$61.15176	\$64.21032		

- A.2 The STEPS set forth within Section A.1 are automatic progression pay STEPS each being twelve (12) months in duration.
- A.3 New employees may be given credit for prior law enforcement experience in computing Entry salary. Such experiences may qualify the employee to start at any step as recommended by Police Chief and approved by the Mayor.
- A.4 Active members of the Snoqualmie Police Association, at the time of ratification, will be eligible to receive retroactive pay to January 1, 2024.
- A.5 For years 2025, and 2026, each year shall be increased over the previous year by the following percentages:
- |      |   |
|------|---|
| 2025 | Equal to the CPI-W Seattle-Tacoma-Bellevue from June 2023 to June 2024 with a minimum of 1% and a maximum of 3.5%, plus 1%. |
| 2026 | Three and one-half percent (3.5%)   |
- A.6 Detective Premium: Employees assigned to Detectives shall receive a premium of 4% above their current step Police Officer base wage while assigned to detectives, as set forth in Appendix A. If a Detective is required to work patrol to cover shifts or due to an emergency, the Detective will continue to receive Detective premium pay.
- A.7 School Resource Officer (SRO) Premium: Employees assigned to SRO shall receive a premium of 4% above their current step Police Officer base wage while assigned to SRO, as set forth in Appendix A. If an SRO is required to work patrol to cover shifts or due to an emergency, the

SRO will continue to receive SRO premium pay. While the school district is not in session for regular scheduled mid-winter, spring, or summer breaks, the SRO will continue to receive SRO premium pay. School Resource Officer assignments will typically be for three (3) years, with one-year extensions if approved by the Chief.

- A.8 Officers promoted to Sergeant will start at the first step above their current Officer base pay.
- A.9 An employee assigned as the Administrative Sergeant shall receive a premium of 5% of their current step Sergeant base wage while assigned as the Administrative Sergeant.
- The Administrative Sergeant will be permitted to take home an unmarked Department vehicle with emergency response equipment in order to respond to after-hour emergencies.
  - The Administrative Sergeant will receive holidays on the same terms as Detectives as stated in Article 8.3.
  - The Administrative Sergeant assignment is at the discretion of the Chief of Police. The Chief of Police may remove a Sergeant from the assignment with cause, or to meet operational need. The Police Chief's re-assignment of a Sergeant to meet operational needs is an exercise of management rights pursuant to Article 16. Administrative Sergeant assignments will typically be three (3) years, with one-year extension if approved by the Chief.
  - The work cycle for the Administrative Sergeant shall consist of a 40-hour workweek comprised of four (4) consecutive 10-hour days worked followed by three (3) consecutive days off. This shall be commonly referred to as the 28-day cycle. The Chief or designee will assign the days of the week. When mutually agreed the Chief of Police can adjust the Administrative Sergeant's shift to a shift schedule to meet the Operational needs of the Department.

## APPENDIX “B”

### SNOQUALMIE POLICE DEPARTMENT PROPERTY AND EQUIPMENT

#### As Approved by the Police Chief

- Snoqualmie Police Department Badge (Uniform and Flat)
  - Snoqualmie Police Department Identification (Commission) card
  - Snoqualmie Police Department patches and insignia
1. Ammunition and magazines
  2. Ballistic Vest and outer carrier
  3. Baseball hat
  4. Asp and asp holder
  5. Duty belt and inner belt
  6. Boots (1 pair of boots per year)
  7. Business Cards
  8. Flashlight
  9. Patrol gloves
  10. 2 sets of handcuffs with handcuff pouch
  11. Handgun with gun light
  12. Handgun holster
  13. Shell rain jacket (upon completion of FTO)
  14. Quarter zip jacket (upon completion of FTO)
  15. Jumpsuit (1 every 2 years and upon completion of probation)
  16. 1 Class A pant
  17. 1 Class A shirt
  18. 1 Class B shirt
  19. Portable radio and radio pouch
  20. Safety (reflective) vest
  21. 1 training Polo
  22. 1 Training pant
  23. 1 nylon training belt
  24. Taser and holster
  25. 1 Pistol magazine pouch
  26. 1 rifle magazine pouch
  27. 1 tourniquet with tourniquet pouch
  28. 1 miscellaneous pouch
  29. Rifle with light and sling
  30. Winter beanie

Each employee shall be provided a new ballistic vest at least once every five (5) years or whenever the vest has expired.

All equipment issued by the Snoqualmie Police Department shall remain the property of the department and shall be returned upon request.

**Collective Bargaining Agreement**  
**Between the City of Snoqualmie**  
**and**  
**Snoqualmie Police Association**

~~2022-2023~~2024-2026

## A G R E E M E N T

by and between

CITY OF SNOQUALMIE, WASHINGTON  
and  
SNOQUALMIE POLICE ASSOCIATION

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~~2022 – 2023~~2024-2026

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# AGREEMENT

by and between

CITY OF SNOQUALMIE, WASHINGTON

and

SNOQUALMIE POLICE ASSOCIATION

~~2022-2023~~2024-2026

This agreement is by and between the City of Snoqualmie, Washington, hereinafter referred to as the Employer, and the Snoqualmie Police Association, hereinafter referred to as the Association.

## ARTICLE ~~1~~ RECOGNITION, ASSOCIATION MEMBERSHIP AND PAYROLL DEDUCTION

- 1.1 Recognition: The Employer recognizes the Association as the exclusive bargaining representative for all Employees in the bargaining unit, which shall include all full time Law Enforcement Officers, excluding all officers above the rank of Sergeant, who choose to be members of the bargaining unit.
- 1.2 Union membership or non-membership is at the option of the employee.
- 1.3 Payroll Deduction: Upon the receipt of notice from the Association of the employees' authorization, the Employer shall deduct from the pay of all employees who are members of the Association and are covered by this Agreement, the dues and fees of the Association, and shall remit to the treasurer of said Association all such deductions on the last business day of each month. Where laws require written authorization by the employee, the same shall be furnished by the employee to the Association in the form required. The Association will provide written notice of said authorization to the Employer. The Employer will begin withholding dues no later than the second payroll period following notice from the ~~Union~~ Association that an employee has authorized dues withholding. No deduction shall be made which is prohibited by applicable law. The employee's authorization remains in effect until expressly revoked by the employee in accordance with the terms and conditions of the authorization. An employee's request to revoke authorization for payroll deductions must be in writing and submitted by the employee to the Association representative in accordance with the terms and conditions of the authorization. The Association shall provide notice to the Employer of an employee's written request to revoke authorization for payroll deductions for Association dues and fees. Upon receipt of such notice of revocation from the Association, the Employer shall end the deduction no later than the second payroll after receipt of the revocation notice. Unless otherwise provided herein, the Employer shall rely on information provided by the Association regarding the authorization and revocation of authorization for deductions.
- 1.4 The Association will indemnify, defend, and hold harmless the Employer against any claims made against the Employer on account of any deduction of dues for the Association, provided that the Association shall have no obligation to defend and indemnify the Employer if the result of the liability is a result of the City's own negligence. The Association agrees to refund the Employer any amounts paid to it in

error on account of dues deduction provisions upon presentation of proper evidence thereof.

## ARTICLE ~~H2~~ NON-DISCRIMINATION

- 2.1 No employee shall be discriminated against for upholding Association principles or serving on a committee. The Employer and the Association shall not unlawfully discriminate against any individual with respect to hiring, compensation, terms or conditions of employment because of such individual's race, color, religion, sex, national origin, Association activities, marital status or the presence of any physical, mental or sensory disability or age; nor shall they limit, segregate or classify employees in any way to deprive any individual employee of employment opportunities, except as such may be a bona fide occupational qualification.
- 2.2 The Association agrees to not request arbitration of any grievance only alleging a violation of this article unless the grievant agrees in writing to accept the arbitrator's decision as final and binding in lieu of any other procedure or remedy that might be available to grievant.

## ARTICLE ~~H3~~ ASSOCIATION RIGHTS

- 3.1 Association Official's Time Off: An Association Official who is an employee in the bargaining unit, shall be granted reasonable time-off without loss of pay for grievance processing/investigation and contract negotiation activities. Such activities shall not interfere with the normal routine functions of the Department.
- 3.2 Bulletin Boards: The Employer shall provide suitable space for an Association Bulletin Board on its premises, in an area which is frequented by all employees within the bargaining unit.
- 3.3 Probationary Period: All new employees, shall be required to serve a twelve (12) month probationary period after successful certification of the Washington State Basic Law Enforcement Academy. Laterally hired officers requiring Washington State certification, shall serve a twelve (12) month probationary period after successful certification of the Washington State Basic Law Enforcement Equivalency Academy. Laterally hired officers with Washington State Certification, shall serve a twelve (12) month probationary period from the date of hire. Promotional probationary periods shall be twelve (12) months from the date of promotion.
- 3.4 Termination-Removal During Probation: During the probationary period ~~an a newly~~ hired employee may be terminated without cause. During the probationary period a promoted employee may be reverted to their prior rank if, in the judgment of the Police Chief, the probationer has not performed satisfactorily the duties of the position to which the probationer was appointed.

## ARTICLE ~~IV4~~ HOURS OF WORK

- 4.1 Regular Work Cycle: The work cycle for Police Officers and Sergeants shall consist of five (5) consecutive days worked followed by four (4) consecutive days off, followed by five (5) consecutive days worked followed by five (5) consecutive days off This shall be commonly referred to as the 19-day cycle. Each workday shall consist of ten and one sixth (10 1/6) consecutive hours. Regular work schedule is considered to be when the employee is working their current assignment without any restrictions.

Effective January 1, 2025 or an earlier date identified by the Employer, the work cycle for Police Officers and Sergeants shall consist of four (4) consecutive 12-hour days on duty followed by four (4) consecutive days off. The FLSA work period for employees working a 12-hour shift is 24 days. The number of scheduled hours of work per year on the 12-hour shift is 2190. To reduce this number, the Employer will schedule each employee on the 12-hour shift to 9 additional days off, without a loss of pay, throughout the year ("Kelly Days"). The intent of Kelly Days is to reduce the number of scheduled work hours. Kelly Days do not roll over and have no cash value. The Employer will calculate hourly rates using 2080 hours of work per year. If an employee transfers in or out of patrol mid-year, the employee's Kelly Days are prorated by rounding to the nearest month. An employee separating mid-year will reimburse the Employer for any excess Kelly Days used via a payroll deduction from their final paycheck.

- 4.1.1 When mutually agreed the Chief of Police can adjust an Officer or Sergeant's shift to a shift schedule to meet the Operational needs of the Department. An Officer or Sergeant assigned to this shift would be eligible for Holiday pay under Article VIII, Section 8.1.
- 4.1.2 Detectives: The work cycle for Detectives shall consist of a 40-hour workweek comprised of four (4) consecutive 10-hour days worked followed by three (3) consecutive days off. This shall be commonly referred to as the 28-day cycle. There will be two detective schedules: one shift working Monday through Thursday and a second shift working Tuesday through Friday. When more than one Detective shift is vacant, Detectives will select their shift based on seniority.

Detective schedules can be modified by the Employer when the Detective is performing an alternative assignment, provided that the Detective premium will continue during the modified assignment. Detectives receive holidays as provided in Article VIII.

Detective assignments are at the discretion of the Chief of Police. The Chief of Police may remove a police officer from a detective assignment with cause, or to meet operational needs. The police chief's re-assignment of a police officer from detective to meet operational needs is an exercise of management rights pursuant to Article XVI. Detective assignments will typically be for three (3) years, with one-year extensions if approved by the Chief.

- 4.1.3 School Resource Officer: Any Police Officer assigned as a school resource officer (SRO) will work a shift consisting of four (4) consecutive workdays of ten (10) hour shifts, followed by three (3) consecutive days off, referred to as a 4/10 schedule. The SRO will work a day shift that will allow them to be on duty while school is typically in session. The department may modify the hours of work for the SRO shift based on the needs of the department and the school district, or, during significant lengths of time when school is not in session, such as summer or winter break, based on the needs of the department.
- 4.2 Make-up Time: The 19-day cycle results in 1952 hours worked per year, exclusive of vacations and other leave time. The Association and the City of Snoqualmie agree that the lesser number of hours worked is in lieu of compensation for all holidays (120 hours), either as days off or holiday pay or holiday premium. All Officers and Sergeants shall also work an additional 8 hours per year. These 8 hours will ~~not~~ be paid time, already included in the officer's monthly wage, and will be reasonably scheduled by the Employer to facilitate training or other departmental needs. These 8 hours, along with the forfeited holiday premium and holidays (120 hours) are intended to equal 2080 hours worked for the purpose calculating

the member's annual salary. Should the employer fail to schedule these 8 hours, the employee will not be required to make them up the following year and there will be no reduction in pay.

Effective January 1, 2025 (or an earlier date if identified by the Employer for implementation of 12-hour shifts), Article 4.2 shall be null and void.

- 4.3 Meal and Rest Periods: The following meal and rest periods supersede WAC 296-126-092 pursuant to RCW 49.12.187. A workday shift of any length longer than five (5) hours shall include ~~a one (1)~~ thirty (30) minute meal period and two (2) fifteen (15) minute rest periods, taken at the employee's discretion, which shall be paid time. Employees may at times be required to respond to emergency situations or otherwise be interrupted during meal and/or rest periods for which no overtime or additional compensation shall be paid.
- 4.4 During the contract term, management and labor will convene for the purpose of evaluating the cost-benefits of current work schedules vs. other options, best practices and alternatives in the interest of employee recruitment, retention, police officer safety and community service needs. City reserves the right to open the issue of FLSA 7k exemption as part of the 4.4 evaluation.
- 4.5 Shift Exchange: Shift exchanges and standby will be administered by the Chief in the best interests of public safety. Shift exchanges can only occur between employees of the same rank, unless an exception is granted by the Chief, or designee.
- 4.6 Shift Supervision: There shall be shift supervision on duty at all times. Compensation shall be one hour of overtime when assigned to act as Shift Supervisor for four (4) or more hours of the employee's shift, consistent with Section 7.4. Qualifications shall be established by departmental policy. In order to accommodate training, personal time off, and other unforeseen circumstances, employees who have been approved by the Captain to act as an 'officer in charge' (OIC) may be used as a field supervisor to cover for a Field Sergeant.

## **ARTICLE ~~V~~5 OVERTIME**

- 5.1 Unless otherwise provided by this Agreement, all work which has been authorized by the Employer in excess of the regularly scheduled shift, excluding 8 hours of make-up time, shall be paid at one and one-half (1-1/2) times the employee's regular straight time hourly rate of pay or accrued as compensatory time at one and one-half (1-1/2) times the hours worked.

Effective January 1, 2025 (or an earlier date if identified by the Employer for implementation of 12-hour shifts), the reference to make-up time in Article 5.1 shall be null and void.

- 5.2 All non-emergency overtime, such as overtime for special events or shift coverage, shall be offered to employees on a rotating basis. No employee covered by this agreement shall be required or permitted to volunteer for any police related function. Attendance at police funerals or memorials in uniform shall not be compensated unless such attendance is required by the Police Chief.
- 5.3 Overtime shall be paid in increments of ~~thirty (30) minutes~~ fifteen (15) minutes, with the major portion of ~~thirty (30)~~ fifteen (15) minutes paid as ~~thirty (30)~~ fifteen (15) minutes.
- 5.4 The Employer may make reasonable adjustments to shifts to accommodate operational needs. No regularly scheduled shift will start after 2100 hours or before 0500 hours. A

tentative schedule will be posted in the squad room detailing the shift requirements for the upcoming three (3) months. Notice of a schedule change will be made within 72 hours and notification will be by text message or phone call to personal phone.

- 5.5 Compensatory time off will be accrued at one and one-half (1-1/2) times the overtime hours worked at the discretion of the employee. An employee may at any time elect to be paid for some or all the employees accrued compensatory time at the employee's regular straight time rate of pay. No employee shall accrue more than forty (40) hours of compensatory time. No more than twenty-four (24) hours of compensatory time shall be carried over from year to year. All overtime in excess of forty (40) hours will be paid as overtime pay. All accrued compensatory time over twenty-four (24) hours shall be paid at the employee's regular straight time rate of pay at the end of each year.
- 5.6 Mandatory overtime will be used when a shift adjustment cannot be made by voluntary acceptance to fill the shift. Employees with the lowest overtime score / overtime worked will be required to work the mandatory overtime shift.

#### ARTICLE VI CALLBACK, COURT TIME AND STANDBY PAY

- 6.1 Callback: An employee who is called back to work after having completed ~~his~~their normal shift and having left the premises, shall receive callback pay of a minimum of three (3) hours at the overtime rate of pay; provided however, if the call back can be handled by telephone or Virtual Private Network from the employee's home or otherwise remotely, and lasts thirty (30) minutes or less, the employee shall be paid for a minimum of one (1) hour at the overtime rate, and further provided, an employee who is required to report to work prior to ~~his~~their normal shift and is compensated for all time prior to the commencement of ~~his~~their regular shift, shall be compensated for such pre-shift hours at one and one-half (1 1/2) the employee's regular straight-time rate of pay.

A Detective who is called back to duty less than three hours prior to the start of the employee's regular shift shall be paid only for the actual time worked at the rate of one and one-half (1 1/2) times the employee's regular rate of pay up to the time the employee's regularly scheduled shift begins and shall not be entitled to a 3-hour minimum payment under this section.

If the call back can be handled by telephone or Virtual Private Network from the employee's home or otherwise remotely, the employee shall be paid for a minimum of one (1) hour at the rate of one and one-half (1 1/2) times the employee's regular rate of pay.

- 6.2 Court Appearances: An off-duty employee required to testify under oath on behalf of the Employer in a criminal or civil case arising out of the employee's performance of duties as a police officer shall be compensated for at the overtime rate of pay, with a minimum of four (4) hours at one and one-half (1 1/2) times the employee's regular straight-time rate of pay. Officers not given a minimum of forty-eight (48) hours' notice of cancellation of the need to appear will be compensated for the minimum four (4) hour period.
- 6.3 Standby: An employee who is placed on Standby by the Employer shall receive ten percent (10%) of ~~his~~their regular straight-time hourly rate of pay for all hours assigned.
- 6.3.1 ~~(From MOU on Standby)~~  
Standby Duty for Detectives shall be assigned by the Chief of Police and will generally rotate on a weekly basis among those employees assigned as a Detective, with each Detective assigned to approximately two weeks per month. Detectives will be allowed to trade their

rotation schedule with each other, with the Chief's approval. Employees on Standby must make sure that they are able to respond to the Snoqualmie Police Department within one hour. If they are unable to respond within one hour, they will notify dispatch. Employees on Standby shall be obligated to respond when called in to perform their regular duties. Employees shall not report to work while on Standby in a condition that would violate the Drug Free Workplace Policy. Employees assigned to Standby Duty will receive ten (10) hours at their straight time hourly rate of pay for each full week on Standby Duty, prorated in the event of a partial week. The Chief has sole discretion to decide whether to assign a take home vehicle to a Detective on Standby Duty and the Chief's decision cannot be grieved.

## ARTICLE ~~VII~~ **WAGES**

7.1 Employees covered by this Agreement shall receive the rates of pay as set forth in Appendix "A" to this Agreement ~~for 2022, and 2023,~~ which by this reference shall be incorporated herein as if set forth in full.

7.2 Longevity Pay All employees employed as of May 1, 2010, shall continue to receive a monthly Longevity Pay in addition to their monthly rates of pay as follows:

Service Time	Monthly Amount
After 5 years	4%
After 10 years	6%
After 15 years	8%

All Employees employed after May 1, 2010 shall receive monthly Longevity Pay in addition to their monthly rates of pay as follows:

Service Time	Monthly Amount
After 5 years	2%
After 10 years	4%
After 15 years	6%
<u>After 20 years</u>	<u>8%</u>

7.3 Educational Incentive Pay: Educational incentive pay shall be awarded to qualified employees who have obtained an Associates (AA) or Bachelor's (BA) degree in accordance with the schedule below. Educational incentive pay shall not be cumulative. It shall be the responsibility of the employee requesting educational incentive pay to provide documentation through official transcripts from accredited colleges or universities. Educational incentive pay shall be paid to the employee beginning the next pay period following receipt of proper documentation by Human Resources and shall not be retroactive. All employees will receive monthly Education Pay. Educational incentive pay will be applied to an employee's ~~in addition to their monthly base rates~~ of pay for education achievement in approved fields of job-related studies as follows:

College Credits	Monthly Amount
<del>45 Credits</del>	<del>\$50</del>
AA Degree	<u>\$100 2%</u>
<del>135 Credits</del>	<del>\$150</del>
BA/BS Degree	<u>\$200 4%</u>

The following are recognized to be job related studies and are therefore recognized as approved fields of study:



- Police Science
- Political Science/Global Studies
- Sociology
- Psychology
- Community Service
- Business Administration
- Public Administration
- Communications (added but not Retroactive)
- General Studies (added but not Retroactive)

~~7.3.1 Transcripts of coursework and degree(s) completed shall be provided by the employee from a regionally accredited college or university in the United States.~~

7.4 Acting Sergeants, Officers in Charge, and FTO. When management assigns duties as an acting Sergeant, Officer in Charge or while training an employee as an FTO (Field Training Officer), the employee shall receive one (1) hour of overtime per shift worked.

7.5 Specialty Pay: Employees assigned to the following specialties shall receive the listed specialty pay while assigned. Employees assigned to more than one specialty may combine the specialty pays to a maximum of 3%. Specialty pay assignments shall be made at the discretion of the Chief of Police.

- Firearms Instructor 1.5%
- Defensive Tactics Instructor 1.5%
- EVOC Instructor 1.5%
- Taser Instructor 1.5%
- Radar/Lidar Instructor 1.5%

## ARTICLE ~~VIII~~8 HOLIDAYS

8.1 Police Officers and Sergeants working the days and hours of work specified in Art. IV Section 4.1 shall not be entitled to holiday pay or time off. Hours worked in excess of those identified in Article IV, Section 4.1 shall be paid at twice the employee's regular straight-time hourly rate of pay. Time worked on a holiday which falls on a regularly schedule workday shall be paid as straight time. Time worked on a holiday which falls on a scheduled day off shall be paid at twice the employee's regular straight-time hourly rate of pay. There shall be no other compensation paid for work performed on a holiday.

Effective January 1, 2025 (or an earlier date if identified by the Employer for implementation of 12-hour shifts), Article 8.1 shall read as follows:

Employees who are required to work a regular shift that begins on a designated holiday listed below in Article 8.2 shall be paid at time and one-half for their entire shift. Employees who are required to work a shift that begins on a designated holiday listed below in Article 8.2 on their regular day off shall be paid at double time for their entire shift. There shall be no other compensation paid for work performed on a holiday. Floating holidays are not designated holidays for purposes of this section.

8.2 The City recognizes the following holidays:

New Year's Day

Martin Luther King, Jr. Day

(3<sup>rd</sup> Monday of January)



President's Day (3<sup>rd</sup> Monday of February)  
 Memorial Day  
 Juneteenth  
 Independence Day  
 Labor Day  
 Veteran's Day  
 Thanksgiving Day  
 Day after Thanksgiving Day  
 Christmas Day  
 Two (2) "Floating Holidays" designated by the employee.

- 8.3 Detectives receive paid time off on each holiday listed above, for a total of not more than 130 hours of holiday time off per year. If a holiday falls on a Detective's regular day off, the Detective will take the holiday on another day that week. If the Employer requires a Detective to work on a holiday listed above, the Detective shall be paid at twice the employee's regular straight time hourly rate of pay for time worked on the holiday. ~~[From existing MOU].~~
- 8.4 School Resource Officers will be entitled to holiday leave on the recognized holidays detailed in section 8.2 falling within the regular school year. A police officer assigned to serve as an SRO that is required to work on a recognized holiday falling within the regular school year will receive one and one-half times their regular rate of pay in lieu of holiday pay. There shall be no banking of holidays. The SRO when assigned to work patrol on a holiday will be paid the same as officers normally assigned to patrol duty on a holiday.

## ARTICLE ~~IX~~9 VACATIONS

- 9.1 Regular fulltime employees shall accrue paid vacation leave in accordance with the following schedule. Accrual of vacation leave shall begin upon the date of employment for each employee and thereafter on the employee's anniversary date.

### UPON COMPLETION OF SERVICE HOURS/YEAR HOURS/MONTHPAY PERIOD

Upon Completion of Service	Hours/Year	Hours/ <del>Month</del> Pay Period
1 through 3 years	80. <del>16</del> Hours	<del>6.67</del> 3.34 Hours
4 through 8 years	120 Hours	<del>10.00</del> 5 Hours
9 through 14 years	160. <del>08</del> Hours	<del>13.34</del> 6.67 Hours
15 years	168 Hours	<del>14.00</del> 7 Hours
16 years	176. <del>16</del> Hours	<del>14.67</del> 7.34 Hours
17 years	184. <del>08</del> Hours	<del>15.34</del> 7.67 Hours
18 years	192 Hours	<del>16.00</del> 8 Hours
19+ years	200. <del>16</del> Hours	<del>16.67</del> 8.34 Hours

- 9.2 Vacations shall be scheduled at the employee's request, subject to the needs of the Department. In the event scheduling conflicts occur, the employee with the most rank and then seniority shall be given preference in the selection of vacation time; provided the request is submitted and received by the Employer prior to March 1st of each year. After March 1st of each year, vacation shall be approved on a first come first served basis.
- 9.3 A. An employee shall not carry over from year to year accrued vacation in excess of three hundred twenty (320) hours. Accrued vacation leave in excess of 320 hours shall be

forfeited on the employee's anniversary date. For this section "year to year" means "anniversary date to anniversary date."

- B. An employee may be granted an extension of this provision if the employer denies vacation leave, or the employee is unable to take vacation leave due to circumstances beyond the employee's control. The employee's request for extension shall be submitted in writing to the Police Chief 60 days prior to the employee's anniversary date. A decision will be communicated to the employee 45 days prior to the employee's anniversary date. An employee who is granted an extension of this provision shall be required to reduce the excess to 320 hours or less within six months immediately following the approved extension. If the employee cannot reduce accumulated vacation below 320 hours during the period of extension because of operational needs of the Department, the employee shall be paid for carried over vacation after six months.

- 9.4 Upon termination of employment, employees shall be paid for all accrued vacation at their regular straight time rate of pay.

#### **ARTICLE ~~X~~10 SICK LEAVE**

- 10.1 Employees shall accumulate sick leave, relevant to their shift and hours worked per day. An eight (8) hour workday accrues eight (8) hours per month and a ten (10) hour ~~or twelve (12) hour workday~~ ~~accrued-accrues~~ ten (10) hours per month; provided, however, no employee shall be accredited with an accumulate greater than seven hundred twenty (720) hours. No employee may carry over more than 720 hours of sick leave from one calendar year to the next.

- 10.2 Sick Leave Buy Back. Should an employee's sick leave ~~accrual-carryover~~ exceed the maximum ~~accrual~~ set forth within section 10.1, the employee shall receive compensation equal to thirty-three percent (33%) of the sick leave hour which exceed the afore-referenced maximum ~~accrual~~ at the employee's regular straight- time hourly rate of pay. The calculation of available sick leave buy back shall be made by the employer during the month of November and shall be paid to the Employee on December 31 of each year.

~~10.3 Sick Leave shall not be charged against an employee on a regularly scheduled day off.~~

- 10.43 Usage: ~~Such sick leave shall be granted upon application before or within a reasonable time after the absence, depending on the circumstances of each case.~~ Each employee shall use sick leave solely for a permitted reason the purpose of bona fide illness or injury and dishonesty in relation to utilization of sick leave for any other purpose shall be cause for disciplinary action.

Sick leave is permitted for the following reasons:

- a. The employee's own illness, injury or health condition; to accommodate the need for medical diagnosis, care or treatment of a health condition; or preventive medical care.
- b. The employee's care for a family member with an illness, injury or health condition; care for a family member who needs medical diagnosis, care or treatment; or care for a family member who needs preventive medical care.
- c. An absence due to closure of the Employer by order of public official for any health-related reason, or where the employee's child's school or daycare is closed for such a reason.
- d. Absences covered by the Domestic Violence/Sexual Assault/Stalking leave law.

e. For a Family Medical Leave Act (FMLA) or Washington Family Care Act (WFCA) qualifying event.

The Employer may require that the employee, after more than three (3) consecutive days of ~~concurrent illness~~ sick leave, furnish ~~a physician's proof of illness~~ medical verification that leave was taken for a permitted purpose. ~~Physical illness or injury of the employee or an employee's immediate dependents, doctor, dental appointments as well as forced quarantine of the employee in accordance with the State or Community Health Regulations shall be approved grounds for sick leave.~~

10.54 ~~Under Washington State Law~~ For purposes of sick leave, ~~immediate~~ family member is defined as:

1. A child including: a biological, adopted, or foster child, stepchild, or a child to whom the employee stands in loco parentis, is a legal guardian, or is a de facto parent, regardless of age or dependency status.
2. A parent including: a biological, adoptive, de facto, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child.
3. A spouse
4. A registered domestic partner
5. A grandparent
6. A grandchild
7. A sibling

10.65 Bereavement Leave: In the event of a death or critical illness in the employee's "immediate family," ~~he the employee~~ may be granted leave of absence not to exceed three (3) working days. The term "immediate family" shall be defined as spouse and children of the employee and/or grandmother, grandfather, mother, father, brother, sister, father-in-law, mother-in-law, or other relative living in the employee's household.

10.76 An employee may be excused by ~~his~~ their department head to attend funeral services of a deceased City employee without loss of pay.

10.87 FMLA. Notwithstanding any provision to the contrary that may be contained elsewhere within this Agreement, and on approval of the Police Chief, employees will be entitled to the entitlement under the Family and Medical Leave Act of 1993. During such leave, the employer will continue the employee's health insurance benefits on the same basis as active employees.

10.98 Light Duty In the event a LEOFF II employee suffers a short-term disability or illness that prevents the employee from performing their full range of duties for a period of two (2) weeks or more, the Employer shall consider an employee's request for light duty work when available. Short term shall mean ninety (90) days or less. The Light Duty provisions of this Agreement shall not amend or modify the requirements for physical and/or mental fitness by the Civil Service Rules and Regulations, as amended, and will not interfere with the application of Civil Service Rules requiring fitness for duty. The Chief shall determine the employee's light duty schedule.

10.409 Light duty assignments, when granted, shall only be for work that does not require the physical and/or mental standard for "on duty Police Officers." The availability and content of

work that does not require full "on duty" physical and/or mental fitness shall be determined by the Police Chief. Employees granted Light Duty assignments, and who accept same, shall be compensated at their normal rate of pay and may be required to work a modified schedule while on light duty status.

- 10.4410 Whenever any member of the Association is disabled, whether temporarily or permanently, by injury or illness arising out of and in the course of ~~his~~ their or her duties, he or she shall become entitled to, regardless of ~~his~~ their or her period of service with the City of Snoqualmie, a leave of absence while so disabled for the period of disability, not to exceed six months or until a disability retirement under LEOFF is granted, if earlier. During the disability period, the member will continue to receive all contracted benefits.

#### ARTICLE ~~XII~~ XI HEALTH AND WELFARE INSURANCE BENEFITS

Medical Insurance: The employer shall provide such medical insurance coverage, for those employees to whom it applies, as is mandated by RCW 41.26, the Law Enforcement Officers and Fire Fighters Retirement System Laws of 1969, as revised.

- 11.1 ~~Starting January 2022, the~~ The Employer will offer the AWC Regence HealthFirst 500 Plan, with annual HRA of \$3,500 (employee only) and \$7,000 (employee and family). HRA contributions are made on a monthly basis.
- 11.2 ~~The Employer also offers The-the~~ AWC HDHP/HSA Plan ~~will be added as an option starting January, 2020.~~
- ~~11.2.1 For those choosing the AWC HDHP/HSA Plan, the City will add a one time \$1500 signing bonus to go into the HSA account for those bargaining unit members in the new Section 11.2.1 above. The annual HAS HSA contribution for the HDHP Plan is will then be \$1500 (employee only) for those employees and \$3000 (employee and family) for those employees with dependents, with annual carry-over. HSA contributions are made on a A-monthly basis contribution for the payments into the HSA will be made by the Employer. If an employee should leave during any given year that they are participating in the HDHP/HSA Plan, this will alleviate any overpayment into the HSA.~~
- ~~Effective January 1, 2019, t~~ The City will continue to pay 100% of the medical insurance premiums for each employee and eligible dependents for the applicable AWC Regence Plan for the term of this Agreement.
- 11.3 Dental: The Employer shall pay one hundred percent (100%) of those premiums necessary for the purchase of employees and dependent coverage under the Association of Washington Cities, Washington Dental Service, Plan F, which shall include Plan V Orthodontia benefits.
- 11.4 Vision: The Employer shall pay one hundred percent (100%) of the premium necessary for the purchase of employee and dependent coverage under the Association of Washington Cities Western Vision Service Plan (\$10.00 deductible).
- 11.5 Life Insurance: The Employer shall pay one hundred percent (100%) of those premiums necessary to purchase and maintain Group Basic Term Life Insurance coverage for each

employee in the amount of three hundred thousand dollars (\$300,000.00) payable to the beneficiary designated by the employee.

~~11.6 During the life of this agreement, the Employer shall continue to pay those premiums necessary to maintain the currently existing level of benefits set forth within this Article.~~

11.76 Deferred Compensation: ~~Effective upon ratification~~ The Employer shall match an employee's contribution to the Employer provided Deferred Compensation Plan ~~on a one (1) for one (1) basis (one (1) Employer dollar for every employee dollar), up to the maximum Employer contribution of one hundred dollars (\$100.00) per month.~~

11.76.1 ~~Effective July 1, 2019~~ Separate from the matching contribution in Article 11.6, the Employer shall contribute one hundred dollars (\$100.00) per month to the Deferred Compensation Plan of each employee who is represented under this Agreement. This one hundred-dollar (\$100.00) contribution does not require a match by the employee. ~~There shall be no change to the intent of Section 11.7 as Section 11.7.1 is separate.~~

11.76.1.1 It is the employee's responsibility to enroll in the Deferred Compensation Plan. The \$100 per month contribution cited in Section 11.76.1 shall begin at the employee's enrollment date for new accounts being established. For those employees with existing accounts, it is the responsibility of the employee to complete the necessary form(s) to increase the \$100 monthly amount being contributed by the Employer.

11.87 Preventative Care: The Employer shall pay the cost for all preventative vaccinations as needed by employees for occupational related diseases, Hepatitis B, Tetanus and flu vaccinations.

11.98 Shared Leave Policy per City Resolution.

## ARTICLE ~~XH~~12 UNIFORMS AND EQUIPMENT

12.1 The Employer shall provide each new hire with all department issued and required equipment ~~employee with the following listed uniform equipment: pistol, patrol rifle, ammo magazines, handcuffs, asp baton, pepper spray, flashlight, taser and all related leather or nylon gear required to carry these items. In addition to this equipment, the Employer will provide the equipment items found in Appendix B and provide replacements as necessary to properly maintain the employees uniform in a presentable manner, subject to Department procedures for replacement of uniforms and equipment on a fair wear and tear basis. Ballistic Vest/Outer carrier vest (body armor) shall be replaced every five (5) years or when necessary due to damage or manufactures recommendation.~~

12.1.1 Detective Clothing Allowance. In addition to 12.1, Detectives shall receive an annual clothing allowance of \$800. The allowance will be paid on the initial date of the detective assignment, and annually thereafter. It shall be the responsibility of the Association Member assigned to the position to request the annual allowance on or after their anniversary in the position. In the event the Association Member voluntarily assumes a different position within Department a monthly pro rata share of the allowance shall be returned to the City.

12.2 Employees shall be held accountable for all protective clothing or protective devices assigned to the employee by the Employer. Loss or destruction of items of clothing or protective devices shall be replaced by the Employer where said loss was incurred as a direct result in the performance of the employee's job duties not due to the employee's intentional act or negligence. Accountable items of clothing or protective devices assigned

to an employee which are lost or mutilated as a direct result of the employee's negligence shall be replaced by the employee.

12.3 All uniforms and equipment issued by the Employer to each employee shall remain the property of the Employer.

12.4 Dry Cleaning: The Employer shall provide a contract cleaning service which shall provide for the dry cleaning of any uniform worn that requires dry cleaning.

#### ARTICLE ~~XIII~~13 MISCELLANEOUS

13.1 Training: Training which an employee is required to attend by the Employer which is not part of the employee's regular or modified schedule shall be paid pursuant to Article V Overtime the overtime rate. An employee shall not be eligible for any overtime resulting from attendance at any training school or session in lieu of a scheduled workday (maximum regularly scheduled number of shift hours). The Chief will provide at least seven (7) calendar days' notice of changes to the employee's regular schedule for training the employee is required to attend.

13.2 Employees who attend Employer-authorized training that requires overnight accommodations shall be paid at the straight-time rate for all travel ~~and lodging time associated with required for the training, excluding any commute time between the employee's home and the Police Station with a maximum of eight (8) hours per day; provided that they are traveling during a regularly scheduled workday, or if on a day off, the training was specifically required by the Employer. For employees on a day off where training was voluntary, no compensation will be paid for travel and lodging time.~~

~~13.3 Bill of Rights: Employees shall be entitled to those rights specified in the Police Officer's Bill of Rights as set forth in Article 19 of this agreement which by this reference shall be incorporated herein as if set forth in full.~~

13.43 Seniority: Seniority in the Police Department shall be defined as continuous active commissioned service within the Department, beginning on the most recent date of hire. If two (2) or more employees are hired on the same day, their seniority shall be determined by the employee's ranking on the Civil Service list.

Seniority in Civil Service classifications above police officer shall be determined by length of continuous active service within the classification. Employees promoted on the same day shall have their seniority determined by the ranking established by the Civil Service promotional process.

13.54 Unless required under the Uniformed Services Employment and Reemployment Act (USERRA), seniority will not accrue during any unpaid leave of absence greater than thirty (30) consecutive calendar days, for the period the officer is inactive from employment with City of Snoqualmie. Seniority will continue to accrue for employees unless the employee takes an unpaid leave of absence greater than thirty (30) days. (OK 12/04/18)

13.65 Reduction in Force (Layoff)  
Subject to In accordance with City of Snoqualmie Civil Service Rules and Regulations, the following procedure shall be followed in layoff(s).



1. In the case of a reduction in force (layoff), the least senior bargaining unit employee shall be laid off. In the case of reduction in rank, the least senior employee within that rank shall be reduced.
2. If the reduction in rank results in the need for reduction in force, the employee reducing in rank shall bump the least senior bargaining union employee. It is understood that staffing levels may be reduced as a result of a reduction in department commissioned personnel.
3. In the case of a layoff, the employee shall be placed on a re-hire list for one (1) year. The employee is responsible to ensure the City has their current phone number and address. Employees laid off last will be the first to be recalled. All recalled employees must prove they are medically and physically fit to return to work.
4. It is understood that if there is a reduction in force, there may also be a reduction in staffing levels.

#### **ARTICLE ~~XIV~~14 DISCIPLINE**

- 14.1 The Employer shall not discipline a permanent employee without just cause.
- 14.2 A written warning shall be given prior to discipline being imposed for performance or conduct issues the employer determines to be minor. Such written warning letter shall state the nature of the performance or conduct improvement required and the time period in which improvement is expected to occur.

#### **ARTICLE ~~XV~~15 GRIEVANCE PROCEDURE**

- 15.1 A. Grievance is defined as a dispute involving the interpretation or application of the express provisions of this Agreement that arise during the term of this Agreement. It is the intent of the parties that the following procedure is the exclusive remedy for resolving disputes as defined herein. The employee shall have the right to Association representation in all steps of grievance procedure. When the term "days" is used, it shall refer to calendar days. The employee, the Association or the Employer can file a grievance.
- B. At the option of the Employee, the employee may choose to process any alleged grievance through this Article XV or through the Civil Service laws and rules of the City of Snoqualmie.
- 15.2 Step One: The employee or Association, as the case may be, shall first reduce to writing a statement of the grievance containing the following: a) the facts on which the grievance is based; b) a reference to the provision in this agreement; c) the remedy sought. The grievant shall submit the written statement of grievance to the Police Chief within fifteen (15) days. In the event the grievant does not present such grievance within fifteen (15) days of its occurrence or reasonable knowledge of the occurrence, the grievance shall be invalid and subject to no further processing. The Chief or designee shall have fifteen (15) days from submission of the written statement of the grievance to resolve the matter or deny the grievance. If resolved, the disposition shall be indicated on the written statement and signed by the Chief or designee and the Association.
- 15.3 Step Two: If the grievance is denied at Step 1, a written statement of grievance shall be submitted within fifteen (15) days of the date of the denial to the City Administrator. The City Administrator, or designee, shall have thirty (30) days from the submission of the written statement to resolve or deny the grievance. If any agreeable disposition is made, the City Administrator or designee and the Association shall sign it.

- 15.4 **Step Three:** If the grievance is denied at Step 2, the Association may request arbitration within twenty (20) days of the denial. Arbitration is the exclusive right and remedy of the Association, which in its sole discretion to determine which matters will be moved forward to Arbitration. This request must be submitted in writing. For a disciplinary grievance as defined by RCW 41.58.070, the arbitrator shall be assigned by PERC in accordance with state law. For other grievances, Arbitration of a grievance involving a matter other than a dispute or disagreement regarding any disciplinary action, discharge, or termination of an Association member shall be governed by the provisions of Articles 15.4—15.11 of this Agreement. Representatives from the Employer and the Association shall consult within seven (7) days of the date written request for arbitration is submitted to attempt to agree on an arbitrator. If the parties cannot agree within three (3) days, the parties shall jointly request the Public Employment Relations Commission (PERC) to provide a list of nine (9) arbitrators. The Employer and the Association shall alternatively strike one name from the list until only one name remains. The order of striking shall be determined by the toss of the coin, the loser striking the first name. The one name remaining shall be the arbitrator.
- 15.5 The arbitrator shall hold a hearing at which the parties may submit their case concerning the grievance. The arbitrator shall have no power to render a decision that shall add to, subtract from, alter, change or modify the terms of this agreement. The arbitrator's power shall be limited to interpretation and application of the express terms of this Agreement. The decision of the arbitrator shall be final and binding on the Association, the Employer and the employees involved.
- 15.6 The expense of the Arbitrator, the cost of the hearing room and the cost of a shorthand reporter, unless such one is paid by the State of Washington, shall be borne equally by the Employer and the Association. Each party shall be responsible for their own representation costs, including attorneys' fees.
- 15.7 There may be some instance where an outside agency or party may be used for arbitration ~~in lieu of PERC~~, if both the Employer and Association agree.
- 15.8 The arbitrator shall have no right to amend, modify, nullify, add to, or subtract from the terms and conditions of this Agreement. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the Employer and the Association and shall have no authority to make a decision on any other issue so submitted.
- 15.9 The arbitrator shall be without power to make decisions contrary to, or inconsistent with or modifying or varying in any way the application of laws, rules or regulations having the force and effect of law. The arbitrator's decision shall be submitted in writing within thirty (30) days following close of the hearing or the submission of briefs by the parties, whichever is later, unless the parties agree to an extension. The decision shall be binding on both the Employer and Association and shall be based solely on the arbitrator's interpretation or application of the express terms of the Agreement and to the facts of the grievance presented.
- 15.10 The parties may mutually agree in writing to extend any deadline contained in this grievance procedure. Absent such agreement, a grievance shall be considered resolved against the party that fails to meet any deadline contained in this grievance procedure and the grievance shall not be subject to any further processing, including arbitration.



~~15.11 Arbitration of a grievance arising out of a dispute or disagreement regarding any disciplinary action, discharge, or termination decision shall be governed by RCW 41.58.070, applicable law and Articles 15.6, 15.8 and 15.9 of this Agreement.~~

#### **ARTICLE ~~XVI~~16 MANAGEMENT RIGHTS AND RESPONSIBILITIES**

16.1 The Union recognizes any and all rights, powers and authorities, which are not modified by this agreement, as being retained by the Employer. These rights include but are not limited to the following:

1. To maintain efficiency and to make, alter, and enforce reasonable policies and procedures to be observed by the employees. This shall include, but not be limited to, the following topics:
2. To direct, hire, evaluate, promote and lay off employees as covered by the Civil Service promotional and layoff processes, transfer, and for just cause, suspend, discipline or dismiss employees. Probationary employees may not use the grievance procedure to contest any disciplinary/discharge decision of the Employer.
3. To evaluate jobs and positions, classify positions, establish performance standards, qualification requirements of employees and specify the employee's duties and work hours.
4. To manage and operate the services in all respects and without restrictions.
5. To establish the location and number of police precincts and services to be rendered, the methods, the work procedures, the type of equipment to be used; to select, control and direct the use of all materials required in the operation of the services provided and performed.
6. To schedule work, to make, alter and enforce policies and regulations governing the use of material, equipment and services that may be deemed necessary.

The above is not intended to be exclusive and shall not exclude any historical or normal rights of management. The Union may raise issues of binding past practice through the grievance procedures.

#### **ARTICLE ~~XVII~~17 SAVINGS CLAUSE**

- 17.1 It is the intention of the parties hereto to comply with all applicable law and they believe that each and every party to this Agreement is lawful. All provision of this Agreement shall be complied with unless any of such provision shall be declared invalid or inoperative by a Court of final jurisdiction.
- 17.2 Should any provision of this Agreement and/or any attachments hereto be held invalid by operation of Law or by any tribunal of competent jurisdiction or if compliance with or enforcement of any provision should be restrained by such tribunal, the remainder of this Agreement and/or any attachments hereto shall not be affected thereby and the parties shall enter into immediate collective bargaining negotiations for the purpose of arriving at a mutually satisfactory replacement of such provisions and/or any attachment hereto.

#### **ARTICLE ~~XVIII~~18 DURATION**

- 18.1 This Agreement shall be effective ~~on the first date of the month of May, 2022 following the signing of the Agreement by both parties~~ January 1, 2024 and shall remain in full

force and effect through December 31, ~~2023-2026~~ unless otherwise provided for herein and shall remain in effect during the course of negotiations on a new Agreement.

- 18.2 Within six (6) months prior to the termination date of this Agreement, the Association or the Employer shall open this Agreement for the purpose of negotiating a successor Agreement to this Agreement.

#### ARTICLE ~~XIX~~19 BILL OF RIGHTS

- 19.1 Bill of Rights: All employees shall be entitled to the protection of what shall hereinafter be termed as the "-Bill of Rights" which shall be added to the present Rules and Regulations of the City of Snoqualmie Police Department. The wide-ranging powers and duties given to the department and its members involve them in all manner of contacts and relationships with the public. Of these contacts come many questions concerning the actions of members of the department. These questions often require immediate investigations by supervising officers designated by the Police Chief. In an effort to ensure that these investigations are conducted in a manner which is conducive to good order and discipline, the following guidelines are put forth:
- 19.2 In criminal matters an employee shall be afforded those constitutional rights available to any citizen. In non-criminal matters relating to job performance, the following guidelines shall be followed.
- 19.3 "Interview" of a subject employee" as used herein shall mean any questioning by an agent of the City who is conducting an investigation (as opposed to a routine inquiry) of the employee being interviewed, when the agent knows (or reasonably should know) that the questioning could result in employee discipline. This section shall not apply to an investigation concerned solely and directly with alleged criminal activities.
- 19.4 Before an interview of a subject employee, the employee shall be informed of the matter in sufficient detail to reasonably apprise them of the factual basis of the matter. This shall not operate as a waiver of the Association's right to request bargaining information from the City. Nor shall anything in this Article prohibit the Employer from disciplining, including discharge, an officer convicted of a crime.
- 19.5 Any interview of an employee shall be at a reasonable hour, preferably when the employee is on duty unless the exigencies of the investigations dictate otherwise. If the employee is required to be interviewed off duty, the employee shall be compensated.
- 19.6 The interview shall not violate the individual's constitutional rights, which are afforded any citizen, regardless of occupational position and shall take place at the Police Department facility, except when impractical. The employee shall be afforded an opportunity and facilities to contact and consult privately with an attorney of ~~his~~their own choosing and/or a representative of the Association before being interviewed. An attorney of ~~his~~their own choosing and/or a representative of the Association may be present during the interview but may not participate in the interview except to counsel the employee.
- 19.7 The questioning shall not be overly long, and the employee shall be entitled to such reasonable intermissions as ~~he~~they shall request for personal necessities, meals, telephone calls and rest periods. No more than two interviewers may ask questions of an accused employee. Any employee refusing to answer questions directly related to the investigation

may be ordered to answer questions administratively or be subject to discipline for insubordination. Nothing ordered may be provided or used in a criminal investigation.

- 19.8 The employee shall not be subjected to any offensive language, nor shall ~~he~~they be threatened with dismissal, transfer or other disciplinary punishment as a guise to attempt to obtain ~~his-~~their resignation, nor shall be intimidated in any other manner. Neither promises nor rewards shall be made as an inducement to answer questions.
- 19.9 The Employer shall not require any employee covered by this Agreement to take or be subjected to a lie detector test as a condition of continued employment, nor shall such evidence be offered at any disciplinary hearing without stipulation of the parties.
- 19.10 The Department will audio record any interview. Upon request, a copy of the recording/transcript (if made) will be provided to the officer.
- 19.11 Any ~~final disciplinary decision~~Loudermill/pre-disciplinary meeting invitation shall be ~~announced-issued~~ within six (6) months of the time that the Employer undertakes the investigation, unless an extension is reasonably necessary. The Association will not unreasonably deny requests for additional time.
- 19.12 An employee shall be permitted to read any adverse material affecting their employment before it is placed in the Employer's official personnel file. The Employee will be able to respond in writing and have it attached to the adverse material.
- 19.13 No officer shall be disciplined solely for being placed on a prosecutor's Brady list. This section does not prohibit the Department from taking disciplinary or other adverse action based on the underlying acts or omissions for which the officer's name was placed on the Brady list or is otherwise connected with a disclosure to a prosecutor pursuant to Brady. Any such action will be consistent with the terms of this Agreement including any just cause requirement.
- 19.14 An Employee using deadly force while exercising authority as a Police Officer shall be allowed to consult with a Union representative or attorney upon request prior to being required to give an oral or written statement about the use of deadly force, except that immediately following the incident the employee shall verbally report to the appropriate authority a brief public safety statement relating any information necessary to preserve the immediate safety of the public and fellow officers. Such right to consult shall be based on the nature of the incident but shall not delay the giving of the statement more than 72 hours. Deadly force is defined as any use of force that creates a substantial risk of causing death or serious bodily injury.

## **ARTICLE ~~XX~~20 PERSONNEL POLICIES**

- 20.1 In addition to the Employer's personnel records policy as set forth in the city of Snoqualmie Personnel Policies, all members of the bargaining unit shall have the additional right to:
- 20.2 Review their personnel file with a minimum of two (2) City business days' notice given to Human Resources.
- 20.3 May receive copies upon request of items in their personnel file.
- 20.4 Pursuant to RCW 40.14.070(4), personnel records for any peace officer must be retained for the duration of the officer's employment and a minimum of 10 years thereafter. Such records include all misconduct and equal employment opportunity complaints, progressive discipline

imposed including written reprimands, supervisor coaching, suspensions, involuntary transfers, other disciplinary appeals and litigation records, and any other records needed to comply with the requirements set forth in RCW 43.101.095 and 43.101.135.

- 20.5 In the event the Snoqualmie Police Department convenes a Review Board(s) (Use of Force or Accidents), there shall be an Association representative, appointed by the Association, as a voting member on the Review Board.

## ARTICLE ~~XXI~~21 ~~WFML~~ PFML PROGRAM

Eligible employees are covered by Washington's Paid Family Medical Leave Program (PFML) ~~Program~~ per RCW 50A.04 ~~et seq.~~ Eligibility for leave and benefits, ~~which take effect January 1, 2020,~~ is established by Washington law and is therefore independent of this Agreement. Premiums for benefits are established by law ~~and total 0.4% of employees' wages (unless otherwise limited by action of the State).~~ Employees will pay, through payroll deduction, the maximum allowable charge for both family leave and medical leave premiums, as stated by RCW 50A.10.030 and updated annually by the Employment Security Department. ~~the full cost of the premiums associated with family leave benefits and 45% of the cost of premiums associated with the medical leave benefits, as determined under RCW 50A.04.115.~~ The employer will pay the remaining premium amounts as required by law. ~~Following finalization of regulations implementing RCW 50A.04 either party may reopen this agreement for the purpose of bargaining over issues related to the interrelation between leaves available under this Agreement and benefits provided by statute.~~

SNOQUALMIE POLICE ASSOCIATION

CITY OF SNOQUALMIE

\_\_\_\_\_  
Chase Smith, President

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

ATTEST:

Clerk

~~Deborah A. Estrada~~ Deana Dean, City

APPROVED AS TO FORM:

\_\_\_\_\_  
\_\_\_\_\_  
~~Bob C. Sterbank~~, City Attorney

## APPENDIX "A"

to the AGREEMENT by and between

CITY OF SNOQUALMIE, WASHINGTON

And

SNOQUALMIE POLICE ASSOCIATION

~~2022-2023~~2024-2026

- A.1 2024 CLASSIFICATION RATES. Effective January 1, 2024, the hourly rates of pay for each classification covered by this Agreement shall be as follows (adjusted with an 8% increase):

<del>2022-3.7%</del>	A	B	C	D	E	F
P Officer	<del>\$6,100</del> <u>\$39,528.00</u>	<del>\$6,710</del> <u>\$43,480.80</u>	<del>\$7,045</del> <u>\$45,651.60</u>	<del>\$7,395</del> <u>\$47,919.60</u>	<del>\$7,764</del> <u>\$50.31072</u>	<del>\$8,154</del> <u>\$52.83792</u>
P Sergeant	<del>\$8,564</del> <u>\$55,494.72</u>	<del>\$8,988</del> <u>\$58,242.24</u>	<del>\$9,437</del> <u>\$61,151.76</u>	<del>\$9,909</del> <u>\$64,210.32</u>		
<del>2023: Wages for 2023 shall be adjusted in accordance with the CPI-W Seattle-Tacoma-Bellevue from June 2021 to June 2022 and with a minimum of 2% and a maximum of 4%.</del>						

- A.2 The STEPS set forth within Section A.1 are automatic progression pay STEPS each being twelve (12) months in duration.
- A.3 New employees may be given credit for prior law enforcement experience in computing Entry salary. Such experiences may qualify the employee to start at any step as recommended by Police Chief and approved by the Mayor.
- A.4 Active members of the Snoqualmie Police Association, at the time of ratification, will be eligible to receive retroactive pay to January 1, ~~2022~~2024.
- A.5 For years ~~2022~~2025, and ~~2023~~2026, each year shall be increased over the previous year by the following percentages:  
~~2022—Three point seven percent increase (3.7%)~~  
~~2023~~2025 Equal to the CPI-W Seattle-Tacoma-Bellevue from June ~~2021-2023~~ to June ~~2022~~  
~~2024~~ and with a minimum of ~~2%~~1% and a maximum of ~~4%~~3.5%, plus 1%.  
~~2026—Three and one-half percent (3.5%)~~
- A.6 Detective Premium: Employees assigned to Detectives shall receive a premium of 4% above their current step Police Officer base wage while assigned to detectives, as set forth in Appendix

A. If a Detective is required to work patrol to cover shifts or due to an emergency, the Detective will continue to receive Detective premium pay.

A.7 School Resource Officer (SRO) Premium: Employees assigned to SRO shall receive a premium of 4% above their current step Police Officer base wage while assigned to SRO, as set forth in Appendix A. If an SRO is required to work patrol to cover shifts or due to an emergency, the SRO will continue to receive SRO premium pay. While the school district is not in session for regular scheduled mid-winter, spring, or summer breaks, the SRO will continue to receive SRO premium pay. School Resource Officer assignments will typically be be for three (3) years, with one-year extensions if approved by the Chief.

A.8 Officers promoted to Sergeant will start at the first step above their current Officer base pay.

A.9 An employee assigned as the Administrative Sergeant shall receive a premium of 5% of their current step Sergeant base wage while assigned as the Administrative Sergeant.

- The Administrative Sergeant will be permitted to take home an unmarked Department vehicle with emergency response equipment in order to respond to after-hour emergencies.
- The Administrative Sergeant will receive holidays on the same terms as Detectives as stated in Article 8.3.
- The Administrative Sergeant assignment is at the discretion of the Chief of Police. The Chief of Police may remove a Sergeant from the assignment with cause, or to meet operational need. The Police Chief's re-assignment of a Sergeant to meet operational needs is an exercise of management rights pursuant to Article 16. Administrative Sergeant assignments will typically be three (3) years, with one-year extension if approved by the Chief.
- The work cycle for the Administrative Sergeant shall consist of a 40-hour workweek comprised of four (4) consecutive 10-hour days worked followed by three (3) consecutive days off. This shall be commonly referred to as the 28-day cycle. The Chief or designee will assign the days of the week. When mutually agreed the Chief of Police can adjust the Administrative Sergeant's shift to a shift schedule to meet the Operational needs of the Department.

## APPENDIX "B"

### SNOQUALMIE POLICE DEPARTMENT PROPERTY AND EQUIPMENT

#### As Approved by the Police Chief

- Snoqualmie Police Department Badge (Uniform and Flat)
  - Snoqualmie Police Department Identification (Commission) card
  - ~~Snoqualmie Police Department Cap Piece~~
  - Snoqualmie Police Department patches and insignia
1. Ammunition and magazines
  2. Ballistic Vest ~~/ and Outer-outer~~ carrier ~~vest~~
  3. Baseball ~~cap~~ hat
  4. ~~Baton and ring~~ Asp and asp holder
  5. ~~Belt~~ Duty belt and keepersinner belt
  6. ~~Belt~~ Inner
  7. ~~Belt light with light holder~~
  8. ~~Boots~~ (1 pair of boots per year)
  9. ~~Business Cards~~
  10. ~~Dress shoes~~
  11. ~~Flashlight~~ and holder
  12. ~~Patrol Gloves~~ gloves
  13. ~~2 sets of Handcuffs~~ handcuffs and ease with handcuff pouch
  14. ~~Handgun with laser~~ gun light
  15. ~~Handgun Holster~~ holster
  16. ~~Shell rain Jacket~~ jacket —duty (upon completion of FTO)
  17. ~~Quarter zip Jacket~~ jacket —softshell (upon completion of FTO)
  18. ~~Jumpsuit (1 every 2 years and upon completion of probation)~~
  19. ~~Key holder (silent carrier) Magazine case~~
  20. ~~1 Class A Pants~~ pant —Two Class A Pants—Two Class B Polo Shirt
  21. ~~1 Class A shirt~~
  22. ~~1 Class B shirt~~
  23. ~~Portable radio and holder~~ Rifleradio pouch
  24. ~~Raincoat~~
  25. ~~Safety (reflective) vest~~
  26. ~~1 training Polo Shirts—Two long sleeve Shirts—two short sleeve Training Pants~~
  27. ~~1 Training pant~~
  28. ~~1 nylon training belt~~
  29. ~~Taser and holster~~
  30. ~~1 Pistol magazine pouch~~
  31. ~~Three magazines~~ 1 rifle magazine pouch
  32. ~~1 tourniquet with tourniquet pouch~~
  33. ~~1 miscellaneous pouch~~
  34. ~~Rifle with light and sling~~
  35. ~~Winter beanie~~

Each employee shall be provided a new ballistic vest at least once every **five (5)** years or whenever the vest has expired.

All equipment issued by the Snoqualmie Police Department shall remain the property of the department and shall be returned upon request.

~~As approved by the Police Chief and updated 04/24/19~~



**Collective Bargaining Agreement**  
**Between the City of Snoqualmie**  
**and**  
**Snoqualmie Police Association**  
**2022-2023**

# A G R E E M E N T

by and between

CITY OF SNOQUALMIE, WASHINGTON  
and  
SNOQUALMIE POLICE ASSOCIATION

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2022 - 2023

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## AGREEMENT

by and between

CITY OF SNOQUALMIE, WASHINGTON

and

SNOQUALMIE POLICE ASSOCIATION

2022 - 2023

This agreement is by and between the City of Snoqualmie, Washington, hereinafter referred to as the Employer, and the Snoqualmie Police Association, hereinafter referred to as the Association.

### **ARTICLE I                    RECOGNITION, ASSOCIATION MEMBERSHIP AND PAYROLL DEDUCTION**

- 1.1     Recognition: The Employer recognizes the Association as the exclusive bargaining representative for all Employees in the bargaining unit, which shall include all full time Law Enforcement Officers, excluding all officers above the rank of Sergeant, who choose to be members of the bargaining unit.
  
- 1.2     Union membership or non-membership is at the option of the employee.
  
- 1.3     Payroll Deduction: Upon the receipt of notice from the Association of the employees' authorization, the Employer shall deduct from the pay of all employees who are members of the Association and are covered by this Agreement, the dues and fees of the Association, and shall remit to the treasurer of said Association all such deductions on the last business day of each month. Where laws require written authorization by the employee, the same shall be furnished by the employee to the Association in the form required. The Association will provide written notice of said authorization to the Employer. The Employer will begin withholding dues no later than the second payroll period following notice from the Union Association that an employee has authorized dues withholding. No deduction shall be made which is prohibited by applicable law. The employee's authorization remains in effect until expressly revoked by the employee in accordance with the terms and conditions of the authorization. An employee's request to revoke authorization for payroll deductions must be in writing and submitted by the employee to the Association representative in accordance with the terms and conditions of the authorization. The Association shall provide notice to the Employer of an employee's written request to revoke authorization for payroll deductions for Association dues and fees. Upon receipt of such notice of revocation from the Association, the Employer shall end the deduction no later than the second payroll after receipt of the revocation notice. Unless otherwise provided herein, the Employer shall rely on information provided by the Association regarding the authorization and revocation of authorization for deductions.
  
- 1.4     The Association will indemnify, defend, and hold harmless the Employer against any claims made against the Employer on account of any deduction of dues for the Association, provided that the Association shall have no obligation to defend and indemnify the Employer if the result of the liability is a result of the City's own negligence. The Association agrees to refund the Employer any amounts paid to it in

error on account of dues deduction provisions upon presentation of proper evidence thereof.

## **ARTICLE II NON-DISCRIMINATION**

- 2.1 No employee shall be discriminated against for upholding Association principles or serving on a committee. The Employer and the Association shall not unlawfully discriminate against any individual with respect to hiring, compensation, terms or conditions of employment because of such individual's race, color, religion, sex, national origin, Association activities, marital status or the presence of any physical, mental or sensory disability or age; nor shall they limit, segregate or classify employees in any way to deprive any individual employee of employment opportunities, except as such may be a bona fide occupational qualification.
- 2.2 The Association agrees to not request arbitration of any grievance only alleging a violation of this article unless the grievant agrees in writing to accept the arbitrator's decision as final and binding in lieu of any other procedure or remedy that might be available to grievant.

## **ARTICLE III ASSOCIATION RIGHTS**

- 3.1 Association Official's Time Off: An Association Official who is an employee in the bargaining unit, shall be granted reasonable time-off without loss of pay for grievance processing/investigation and contract negotiation activities. Such activities shall not interfere with the normal routine functions of the Department.
- 3.2 Bulletin Boards: The Employer shall provide suitable space for an Association Bulletin Board on its premises, in an area which is frequented by all employees within the bargaining unit.
- 3.3 Probationary Period: All new employees, shall be required to serve a twelve (12) month probationary period after successful certification of the Washington State Basic Law Enforcement Academy. Laterally hired officers requiring Washington State certification, shall serve a twelve (12) month probationary period after successful certification of the Washington State Basic Law Enforcement Equivalency Academy. Laterally hired officers with Washington State Certification, shall serve a twelve (12) month probationary period from the date of hire
- 3.4 Termination During Probation: During the probationary period an employee may be terminated without cause.

## **ARTICLE IV HOURS OF WORK**

- 4.1 Regular Work Cycle: The work cycle for Police Officers and Sergeants shall consist of five (5) consecutive days worked followed by four (4) consecutive days off, followed by five (5) consecutive days worked followed by five (5) consecutive days off This shall be commonly referred to as the 19-day cycle. Each workday shall consist of ten and one sixth (10 1/6) consecutive hours. Regular work schedule is considered to be when the employee is working their current assignment without any restrictions.
- 4.1.1 When mutually agreed the Chief of Police can adjust an Officer or Sergeant's shift to a shift schedule to meet the Operational needs of the Department. An Officer or Sergeant assigned to this shift would be eligible for Holiday pay under Article VIII, Section 8.1.

- 4.1.2 Detectives: The work cycle for Detectives shall consist of a 40-hour workweek comprised of four (4) consecutive 10-hour days worked followed by three (3) consecutive days off. This shall be commonly referred to as the 28-day cycle. There will be two detective schedules: one shift working Monday through Thursday and a second shift working Tuesday through Friday. When more than one Detective shift is vacant, Detectives will select their shift based on seniority.

Detective schedules can be modified by the Employer when the Detective is performing an alternative assignment, provided that the Detective premium will continue during the modified assignment. Detectives receive holidays as provided in Article VIII.

Detective assignments are at the discretion of the Chief of Police. The Chief of Police may remove a police officer from a detective assignment with cause, or to meet operational needs. The police chief's re-assignment of a police officer from detective to meet operational needs is an exercise of management rights pursuant to Article XVI. Detective assignments will typically be for three (3) years, with one-year extensions if approved by the Chief.

- 4.1.3 School Resource Officer: Any Police Officer assigned as a school resource officer (SRO) will work a shift consisting of four (4) consecutive workdays of ten (10) hour shifts, followed by three (3) consecutive days off, referred to as a 4/10 schedule. The SRO will work a day shift that will allow them to be on duty while school is typically in session. The department may modify the hours of work for the SRO shift based on the needs of the department and the school district, or, during significant lengths of time when school is not in session, such as summer or winter break, based on the needs of the department.
- 4.2 Make-up Time: The 19-day cycle results in 1952 hours worked per year, exclusive of vacations and other leave time. The Association and the City of Snoqualmie agree that the lesser number of hours worked is in lieu of compensation for all holidays (120 hours), either as days off or holiday pay or holiday premium. All Officers and Sergeants shall also work an additional 8 hours per year. These 8 hours will not be paid time and will be reasonably scheduled by the Employer to facilitate training or other departmental needs. These 8 hours, along with the forfeited holiday premium and holidays (120 hours) are intended to equal 2080 hours worked for the purpose calculating the member's annual salary. Should the employer fail to schedule these 8 hours, the employee will not be required to make them up the following year and there will be no reduction in pay.
- 4.3 Meal and Rest Periods: A workday shift shall include a thirty (30) minute meal period and two (2) fifteen (15) minute rest periods, taken at the employee's discretion, which shall be paid time. Employees may at time be required to respond to emergency situations during meal and/or rest periods.
- 4.4 During the contract term, management and labor will convene for the purpose of evaluating the cost-benefits of current work schedules vs. other options, best practices and alternatives in the interest of employee recruitment, retention, police officer safety and community service needs. City reserves the right to open the issue of FLSA 7k exemption as part of the 4.4 evaluation.
- 4.5 Shift Exchange: Shift exchanges and standby will be administered by the Chief in the best interests of public safety. Shift exchanges can only occur between employees of the same rank, unless an exception is granted by the Chief, or designee.

- 4.6 Shift Supervision: There shall be shift supervision on duty at all times. Compensation shall be one hour of overtime when assigned to act as Shift Supervisor for four (4) or more hours of the employee's shift, consistent with Section 7.4. Qualifications shall be established by departmental policy. In order to accommodate training, personal time off, and other unforeseen circumstances, employees who have been approved by the Captain to act as an 'officer in charge' (OIC) may be used as a field supervisor to cover for a Field Sergeant.

## **ARTICLE V OVERTIME**

- 5.1 Unless otherwise provided by this Agreement, all work which has been authorized by the Employer in excess of the regularly scheduled shift, excluding 8 hours of make-up time, shall be paid at one and one-half (1-1/2) times the employee's regular straight time hourly rate of pay or accrued as compensatory time at one and one-half (1-1/2) times the hours worked.
- 5.2 All non-emergency overtime, such as overtime for special events or shift coverage, shall be offered to employees on a rotating basis. No employee covered by this agreement shall be required or permitted to volunteer for any police related function. Attendance at police funerals or memorials in uniform shall not be compensated unless such attendance is required by the Police Chief.
- 5.3 Overtime shall be paid in increments of thirty (30) minutes, with the major portion of thirty (30) minutes paid as thirty (30) minutes.
- 5.4 The Employer may make reasonable adjustments to shifts to accommodate operational needs. No regularly scheduled shift will start after 2100 hours or before 0500 hours. A tentative schedule will be posted in the squad room detailing the shift requirements for the upcoming three (3) months. Notice of a schedule change will be made within 72 hours and notification will be by text message or phone call to personal phone.
- 5.5 Compensatory time off will be accrued at one and one-half (1-1/2) times the overtime hours worked at the discretion of the employee. An employee may at any time elect to be paid for some or all the employees accrued compensatory time at the employee's regular straight time rate of pay. No employee shall accrue more than forty (40) hours of compensatory time. No more than twenty-four (24) hours of compensatory time shall be carried over from year to year. All overtime in excess of forty (40) hours will be paid as overtime pay. All accrued compensatory time over twenty-four (24) hours shall be paid at the employee's regular straight time rate of pay at the end of each year.
- 5.6 Mandatory overtime will be used when a shift adjustment cannot be made by voluntary acceptance to fill the shift. Employees with the lowest overtime score / overtime worked will be required to work the mandatory overtime shift.

## **ARTICLE VI CALLBACK, COURT TIME AND STANDBY PAY**

- 6.1 Callback: An employee who is called back to work after having completed his normal shift and having left the premises, shall receive callback pay of a minimum of three (3) hours at the overtime rate of pay; provided however, if the call back can be handled by telephone or Virtual Private Network from the employee's home or otherwise remotely, and lasts thirty (30) minutes or less, the employee shall be paid for a minimum of one (1) hour at the overtime rate, and further provided, an employee who is required to report to work prior to his normal shift and is compensated for all time prior to the commencement of his regular shift, shall be

compensated for such pre-shift hours at one and one-half (1 1/2) times the employee's regular straight-time rate of pay.

A Detective who is called back to duty less than three hours prior to the start of the employee's regular shift shall be paid only for the actual time worked at the rate of one and one-half (1 1/2) times the employee's regular rate of pay up to the time the employee's regularly scheduled shift begins and shall not be entitled to a 3-hour minimum payment under this section.

If the call back can be handled by telephone or Virtual Private Network from the employee's home or otherwise remotely, the employee shall be paid for a minimum of one (1) hour at the rate of one and one-half (1 1/2) times the employee's regular rate of pay.

6.2 Court Appearances: An off-duty employee required to testify under oath on behalf of the Employer in a criminal or civil case arising out of the employee's performance of duties as a police officer shall be compensated for at the overtime rate of pay, with a minimum of four (4) hours at one and one-half (1 1/2) times the employee's regular straight-time rate of pay. Officers not given a minimum of forty-eight (48) hours' notice of cancellation of the need to appear will be compensated for the minimum four (4) hour period.

6.3 Standby: An employee who is placed on Standby by the Employer shall receive ten percent (10%) of his regular straight-time hourly rate of pay for all hours assigned.

6.3.1 (From MOU on Standby)

Standby Duty for Detectives shall be assigned by the Chief of Police and will generally rotate on a weekly basis among those employees assigned as a Detective, with each Detective assigned to approximately two weeks per month. Detectives will be allowed to trade their rotation schedule with each other, with the Chief's approval. Employees on Standby must make sure that they are able to respond to the Snoqualmie Police Department within one hour. If they are unable to respond within one hour, they will notify dispatch. Employees on Standby shall be obligated to respond when called in to perform their regular duties. Employees shall not report to work while on Standby in a condition that would violate the Drug Free Workplace Policy. Employees assigned to Standby Duty will receive ten (10) hours at their straight time hourly rate of pay for each full week on Standby Duty, prorated in the event of a partial week. The Chief has sole discretion to decide whether to assign a take home vehicle to a Detective on Standby Duty and the Chief's decision cannot be grieved.

## ARTICLE VII WAGES

7.1 Employees covered by this Agreement shall receive the rates of pay as set forth in Appendix "A" to this Agreement for 2022, and 2023 which by this reference shall be incorporated herein as if set forth in full.

7.2 Longevity Pay All employees employed as of May 1, 2010, shall continue to receive a monthly Longevity Pay in addition to their monthly rates of pay as follows:

Service Time	Monthly Amount
After 5 years	4%
After 10 years	6%
After 15 years	8%

All Employees employed after May 1, 2010 shall receive monthly Longevity Pay in addition to their monthly rates of pay as follows:

<b>Service Time</b>	<b>Monthly Amount</b>
After 5 years	2%
After 10 years	4%
After 15 years	6%

7.3 Education Pay: All employees will receive monthly Education Pay in addition to their monthly rates of pay for education achievement in approved fields of job-related studies as follows:

<b>College Credits</b>	<b>Monthly Amount</b>
45 Credits	\$50
AA Degree	\$100
135 Credits	\$150
BA/BS Degree	\$200

The following are recognized to be job related studies and are therefore recognized as approved fields of study:

- Police Science
- Political Science/Global Studies
- Sociology
- Psychology
- Community Service
- Business Administration
- Public Administration
- Communications (added but not Retroactive)
- General Studies (added but not Retroactive)

7.3.1 Transcripts of coursework and degree(s) completed shall be provided by the employee from a regionally accredited college or university in the United States.

7.4 When management assigns duties as an acting Sergeant, Officer in Charge or while training an employee as an FTO (Field Training Officer), the employee shall receive one (1) hour of overtime per shift worked.

7.5 Specialty Pay: Employees assigned to the following specialties shall receive the listed specialty pay while assigned. Employees assigned to more than one specialty may combine the specialty pays to a maximum of 3%. Specialty pay assignments shall be made at the discretion of the Chief of Police.

- Firearms Instructor 1.5%
- Defensive Tactics Instructor 1.5%
- EVOC Instructor 1.5%
- Taser Instructor 1.5%

## **ARTICLE VIII HOLIDAYS**

8.1 Police Officers and Sergeants working the days and hours of work specified in Art. IV Section 4.1 shall not be entitled to holiday pay or time off. Hours worked in excess of those identified in Article IV, Section 4.1 shall be paid at twice the employee's regular straight-time hourly rate of pay. Time worked on a holiday which falls on a regularly schedule workday



shall be paid as straight time. Time worked on a holiday which falls on a scheduled day off shall be paid at twice the employee's regular straight-time hourly rate of pay. There shall be no other compensation paid for work performed on a holiday.

8.2 The City recognizes the following holidays:

New Year's Day  
 Martin Luther King, Jr. Day (3<sup>rd</sup> Monday of January)  
 President's Day (3<sup>rd</sup> Monday of February)  
 Memorial Day  
 Juneteenth  
 Independence Day Labor Day  
 Veteran's Day  
 Thanksgiving Day  
 Day after Thanksgiving Day  
 Christmas Day  
 Two (2) "Floating Holidays" designated by the employee.

8.3 Detectives receive paid time off on each holiday listed above, for a total of not more than 120 hours of holiday time off per year. If a holiday falls on a Detective's regular day off, the Detective will take the holiday on another day that week. If the Employer requires a Detective to work on a holiday listed above, the Detective shall be paid at twice the employee's regular straight time hourly rate of pay for time worked on the holiday. [From existing MOU].

8.4 School Resource Officers will be entitled to holiday leave on the recognized holidays detailed in section 8.2 falling within the regular school year. A police officer assigned to serve as an SRO that is required to work on a recognized holiday falling within the regular school year will receive one and one-half times their regular rate of pay in lieu of holiday pay. There shall be no banking of holidays. The SRO when assigned to work patrol on a holiday will be paid the same as officers normally assigned to patrol duty on a holiday.

## ARTICLE IX VACATIONS

9.1 Regular fulltime employees shall accrue paid vacation leave in accordance with the following schedule. Accrual of vacation leave shall begin upon the date of employment for each employee and thereafter on the employee's anniversary date.

### UPON COMPLETION OF SERVICE HOURS/YEAR HOURS/MONTH

Upon Completion of Service	Hours/Year	Hours/Month
1 through 3 years	80 Hours	6.67 Hours
4 through 8 years	120 Hours	10.00 Hours
9 through 14 years	160 Hours	13.34 Hours
15 years	168 Hours	14.00 Hours
16 years	176 Hours	14.67 Hours
17 years	184 Hours	15.34 Hours
18 years	192 Hours	16.00 Hours
19+ years	200 Hours	16.67 Hours

9.2 Vacations shall be scheduled at the employee's request, subject to the needs of the Department. In the event scheduling conflicts occur, the employee with the most rank and then

seniority shall be given preference in the selection of vacation time; provided the request is submitted and received by the Employer prior to March 1st of each year. After March 1st of each year, vacation shall be approved on a first come first served basis.

- 9.3 A. An employee shall not carry over from year to year accrued vacation in excess of three hundred twenty (320) hours. Accrued vacation leave in excess of 320 hours shall be forfeited on the employee's anniversary date. For this section "year to year" means "anniversary date to anniversary date."
- B. An employee may be granted an extension of this provision if the employer denies vacation leave, or the employee is unable to take vacation leave due to circumstances beyond the employee's control. The employee's request for extension shall be submitted in writing to the Police Chief 60 days prior to the employee's anniversary date. A decision will be communicated to the employee 45 days prior to the employee's anniversary date. An employee who is granted an extension of this provision shall be required to reduce the excess to 320 hours or less within six months immediately following the approved extension. If the employee cannot reduce accumulated vacation below 320 hours during the period of extension because of operational needs of the Department, the employee shall be paid for carried over vacation after six months.
- 9.4 Upon termination of employment, employees shall be paid for all accrued vacation at their regular straight time rate of pay.

#### **ARTICLE X SICK LEAVE**

- 10.1 Employees shall accumulate sick leave, relevant to their shift and hours worked per day. An eight (8) hour workday accrues eight (8) hours per month and a ten (10) hour workday accrued ten (10) hours per month; provided, however, no employee shall be accredited with an accumulate greater than seven hundred twenty (720) hours.
- 10.2 Sick Leave Buy Back. Should an employee's sick leave accrual exceed the maximum accrual set forth within section 10.1, the employee shall receive compensation equal to thirty-three percent (33%) of the sick leave hour which exceed the afore-referenced maximum accrual at the employee's regular straight- time hourly rate of pay. The calculation of available sick leave buy back shall be made by the employer during the month of November and shall be paid to the Employee on December 31 of each year.
- 10.3 Sick Leave shall not be charged against an employee on a regularly scheduled day off.
- 10.4 Usage: Such sick leave shall be granted upon application before or within a reasonable time after the absence, depending on the circumstances of each case. Each employee shall use sick leave solely for the purpose of bona fide illness or injury and utilization of sick leave for any other purpose shall be cause for disciplinary action. The Employer may require that the employee, after three (3) days of concurrent illness, furnish a physician's proof of illness. Physical illness or injury of the employee or an employee's immediate dependents, doctor, dental appointments as well as forced quarantine of the employee in accordance with the State or Community Health Regulations shall be approved grounds for sick leave.

- 10.5 Under Washington State Law, immediate family member is defined as:
1. A child including: a biological, adopted, or foster child, stepchild, or a child to whom the employee stands in loco parentis, is a legal guardian, or is a de facto parent, regardless of age or dependency status.
  2. A parent including: a biological, adoptive, de facto, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child.
  3. A spouse
  4. A registered domestic partner
  5. A grandparent
  6. A grandchild
  7. A sibling
- 10.6 Bereavement Leave: In the event of a death or critical illness in the employee's "immediate family," he may be granted leave of absence not to exceed three (3) working days. The term "immediate family" shall be defined as spouse and children of the employee and/or grandmother, grandfather, mother, father, brother, sister, father-in-law, mother-in-law, or other relative living in the employee's household.
- 10.7 An employee may be excused by his department head to attend funeral services of a deceased City employee without loss of pay.
- 10.8 Notwithstanding any provision to the contrary that may be contained elsewhere within this Agreement, and on approval of the Police Chief, employees will be entitled to the entitlement under the Family and Medical Leave Act of 1993. During such leave, the employer will continue the employee's health insurance benefits on the same basis as active employees.
- 10.9 Light Duty In the event a LEOFF II employee suffers a short-term disability or illness that prevents the employee from performing their full range of duties for a period of two (2) weeks or more, the Employer shall consider an employee's request for light duty work when available. Short term shall mean ninety (90) days or less. The Light Duty provisions of this Agreement shall not amend or modify the requirements for physical and/or mental fitness by the Civil Service Rules and Regulations, as amended, and will not interfere with the application of Civil Service Rules requiring fitness for duty. The Chief shall determine the employee's light duty schedule.
- 10.10 Light duty assignments, when granted, shall only be for work that does not require the physical and/or mental standard for "on duty Police Officers." The availability and content of work that does not require full "on duty" physical and/or mental fitness shall be determined by the Police Chief. Employees granted Light Duty assignments, and who accept same, shall be compensated at their normal rate of pay and may be required to work a modified schedule while on light duty status.
- 10.11 Whenever any member of the Association is disabled, whether temporarily or permanently, by injury or illness arising out of and in the course of his or her duties, he or she shall become entitled to, regardless of his or her period of service with the City of Snoqualmie, a leave of absence while so disabled for the period of disability, not to exceed six months or

until a disability retirement under LEOFF is granted. During the disability period, the member will continue to receive all contracted benefits.

## **ARTICLE XI HEALTH AND WELFARE INSURANCE BENEFITS**

**Medical Insurance:** The employer shall provide such medical insurance coverage, for those employees to whom it applies, as is mandated by RCW 41.26, the Law Enforcement Officers and Fire Fighters Retirement System Laws of 1969, as revised.

- 11.1 Starting January 2022, the AWC Regence HealthFirst 500 Plan, with HRA of \$3,500 (employee only) and \$7,000 (employee and family).
- 11.2 The AWC HDHP/HSA Plan will be added as an option starting January, 2020.
- 11.2.1 For those choosing the AWC HDHP/HSA Plan, the City will add a one-time \$1500 signing bonus to go into the HSA account for those bargaining unit members in the new Section 11.2.1 above. The annual HAS contribution will then be \$1500 for those employees and \$3000 for those employees with dependents, with annual carry-over. A monthly contribution for the payments into the HSA will be made by the Employer. If an employee should leave during any given year that they are participating in the HDHP/HSA Plan, this will alleviate any overpayment into the HSA.

Effective January 1, 2019, the City will continue to pay 100% of the medical insurance premiums for each employee and eligible dependents for the applicable AWC Regence Plan for the term of this Agreement.

- 11.3 **Dental:** The Employer shall pay one hundred percent (100%) of those premiums necessary for the purchase of employees and dependent coverage under the Association of Washington Cities, Washington Dental Service, Plan F, which shall include Plan V Orthodontia benefits.
- 11.4 **Vision:** The Employer shall pay one hundred percent (100%) of the premium necessary for the purchase of employee and dependent coverage under the Association of Washington Cities Western Vision Service Plan (\$10.00 deductible).
- 11.5 **Life Insurance:** The Employer shall pay one hundred percent (100%) of those premiums necessary to purchase and maintain Group Basic Term Life Insurance coverage for each employee in the amount of three hundred thousand dollars (\$300,000.00) payable to the beneficiary designated by the employee.
- 11.6 During the life of this agreement, the Employer shall continue to pay those premiums necessary to maintain the currently existing level of benefits set forth within this Article.
- 11.7 **Deferred Compensation:** Effective upon ratification the Employer shall match an employee's contribution to the Employer provided Deferred Compensation Plan on a one (1) for one (1) basis (one (1) Employer dollar for every employee dollar), up to the maximum Employer contribution of one hundred dollars (\$100.00).
- 11.7.1 Effective July 1, 2019, the Employer shall contribute one hundred dollars (\$100.00) per month to the Deferred Compensation Plan of each employee who is represented under this Agreement. This one

hundred-dollar (\$100.00) contribution does not require a match by the employee. There shall be no change to the intent of Section 11.7 as Section 11.7.1 is separate.

- 11.7.1.1 It is the employee's responsibility to enroll in the Deferred Compensation Plan. The \$100 per month contribution cited in Section 11.7.1 shall begin at the employee's enrollment date for new accounts being established. For those employees with existing accounts, it is the responsibility of the employee to complete the necessary form(s) to increase the \$100 monthly amount being contributed by the Employer.
- 11.8 Preventative Care: The Employer shall pay the cost for all preventative vaccinations as needed by employees for occupational related diseases, Hepatitis B, Tetanus and flu vaccinations.
- 11.9 Shared Leave Policy per City Resolution.

## **ARTICLE XII UNIFORMS AND EQUIPMENT**

12.1 The Employer shall provide each employee with the following listed uniform equipment: pistol, patrol rifle, ammo magazines, handcuffs, asp-baton, pepper spray, flashlight, taser and all related leather or nylon gear required to carry these items. In addition to this equipment, the Employer will provide the equipment items found in Appendix B and provide replacements as necessary to properly maintain the employees uniform in a presentable manner, subject to Department procedures for replacement of uniforms and equipment on a fair wear and tear basis. Ballistic Vest/Outer carrier vest (body armor) shall be replaced every five (5) years or when necessary due to damage or manufactures recommendation.

- 12.1.1 In addition to 12.1, Detectives shall receive an annual clothing allowance of \$800. The allowance will be paid on the initial date of the detective assignment, and annually thereafter. It shall be the responsibility of the Association Member assigned to the position to request the annual allowance on or after their anniversary in the position. In the event the Association Member voluntarily assumes a different position within Department a monthly pro rata share of the allowance shall be returned to the City.
- 12.2 Employees shall be held accountable for all protective clothing or protective devices assigned to the employee by the Employer. Loss or destruction of items of clothing or protective devices shall be replaced by the Employer where said loss was incurred as a direct result in the performance of the employee's job duties not due to the employee's intentional act or negligence. Accountable items of clothing or protective devices assigned to an employee which are lost or mutilated as a direct result of the employee's negligence shall be replaced by the employee.
- 12.3 All uniforms and equipment issued by the Employer to each employee shall remain the property of the Employer.
- 12.4 Cleaning: The Employer shall provide a contract cleaning service which shall provide for the dry cleaning of any uniform worn that requires dry cleaning.

## **ARTICLE XIII MISCELLANEOUS**

- 13.1 Training: Training which an employee is required to attend by the Employer which is not part of the employee's regular or modified schedule shall be paid pursuant to Article V Overtime the overtime rate. An employee shall not be eligible for any overtime resulting from attendance at any training school or session in lieu of a scheduled workday (maximum regularly scheduled number of shift hours). The Chief will provide at least seven (7) calendar

days' notice of changes to the employee's regular schedule for training the employee is required to attend.

13.2 Employees who attend training that requires overnight accommodations shall be paid at the straight-time rate for all travel and lodging time associated with the training with a maximum of eight (8) hours per day; provided that they are traveling during a regularly scheduled workday, or if on a day off, the training was specifically required by the Employer. For employees on a day off where training was voluntary, no compensation will be paid for travel and lodging time.

13.3 Bill of Rights: Employees shall be entitled to those rights specified in the Police Officer's Bill of Rights as set forth in Article 19 of this agreement which by this reference shall be incorporated herein as if set forth in full.

13.4 Seniority: Seniority in the Police Department shall be defined as continuous active service within the Department. If two (2) or more employees are hired on the same day, their seniority shall be determined by the employee's ranking on the Civil Service list.

Seniority in Civil Service classifications above police officer shall be determined by length of continuous active service within the classification. Employees promoted on the same day shall have their seniority determined by the ranking established by the Civil Service promotional process.

13.5 Unless required under the Uniformed Services Employment and Reemployment Act (USERRA), seniority will not accrue for the period the officer is inactive from employment with City of Snoqualmie. Seniority will continue to accrue for employees unless the employee takes an unpaid leave of absence greater than thirty (30) days. (OK – 12/04/18)

13.6 Reduction in Force (Layoff)

Subject to City of Snoqualmie Civil Service Rules and Regulations, the following procedure shall be followed in layoff(s).

1. In the case of a reduction in force (layoff), the least senior bargaining unit employee shall be laid off. In the case of reduction in rank, the least senior employee within that rank shall be reduced.
2. If the reduction in rank results in the need for reduction in force, the employee reducing in rank shall bump the least senior bargaining unit employee. It is understood that staffing levels may be reduced as a result of a reduction in department commissioned personnel.
3. In the case of a layoff, the employee shall be placed on a re-hire list for one (1) year. The employee is responsible to ensure the City has their current phone number and address. Employees laid off last will be the first to be recalled. All recalled employees must prove they are medically and physically fit to return to work.
4. It is understood that if there is a reduction in force, there may also be a reduction in staffing levels.

## **ARTICLE XIV DISCIPLINE**

- 14.1 The Employer shall not discipline a permanent employee without just cause.
- 14.2 A written warning shall be given prior to discipline being imposed for performance or conduct issues the employer determines to be minor. Such written warning letter shall state the nature of the performance or conduct improvement required and the time period in which improvement is expected to occur.

## **ARTICLE XV GRIEVANCE PROCEDURE**

- 15.1 A. Grievance is defined as a dispute involving the interpretation or application of the express provisions of this Agreement that arise during the term of this Agreement. It is the intent of the parties that the following procedure is the exclusive remedy for resolving disputes as defined herein. The employee shall have the right to Association representation in all steps of grievance procedure. When the term "days" is used, it shall refer to calendar days. The employee, the Association or the Employer can file a grievance.
- B. At the option of the Employee, the employee may choose to process any alleged grievance through this Article XV or through the Civil Service laws and rules of the City of Snoqualmie.
- 15.2 Step One: The employee or Association, as the case may be, shall first reduce to writing a statement of the grievance containing the following: a) the facts on which the grievance is based; b) a reference to the provision in this agreement; c) the remedy sought. The grievant shall submit the written statement of grievance to the Police Chief within fifteen (15) days. In the event the grievant does not present such grievance within fifteen (15) days of its occurrence or reasonable knowledge of the occurrence, the grievance shall be invalid and subject to no further processing. The Chief or designee shall have fifteen (15) days from submission of the written statement of the grievance to resolve the matter or deny the grievance. If resolved, the disposition shall be indicated on the written statement and signed by the Chief or designee and the Association.
- 15.3 Step Two: If the grievance is denied at Step 1, a written statement of grievance shall be submitted within fifteen (15) days of the date of the denial to the City Administrator. The City Administrator, or designee, shall have thirty (30) days from the submission of the written statement to resolve or deny the grievance. If any agreeable disposition is made, the City Administrator or designee and the Association shall sign it.
- 15.4 Step Three: If the grievance is denied at Step 2, the Association may request arbitration within twenty (20) days of the denial. Arbitration is the exclusive right and remedy of the Association, which in its sole discretion to determine which matters will be moved forward to Arbitration. This request must be submitted in writing. Arbitration of a grievance involving a matter other than a dispute or disagreement regarding any disciplinary action, discharge, or termination of an Association member shall be governed by the provisions of Articles 15.4 – 15.11 of this Agreement. Representatives from the Employer and the Association shall consult within seven (7) days of the date written request for arbitration is submitted to attempt to agree on an arbitrator. If the parties cannot agree within three (3) days, the parties shall jointly request the Public Employment Relations Commission (PERC) to provide a list of nine (9) arbitrators. The Employer and the Association shall alternatively strike one name from the list until only one name remains. The order of striking shall be determined by the toss of the coin, the loser striking the first name. The one name remaining shall be the arbitrator.

- 15.5 The arbitrator shall hold a hearing at which the parties may submit their case concerning the grievance. The arbitrator shall have no power to render a decision that shall add to, subtract from, alter, change or modify the terms of this agreement. The arbitrator's power shall be limited to interpretation and application of the express terms of this Agreement. The decision of the arbitrator shall be final and binding on the Association, the Employer and the employees involved.
- 15.6 The expense of the Arbitrator, the cost of the hearing room and the cost of a shorthand reporter, unless such one is paid by the State of Washington, shall be borne equally by the Employer and the Association. Each party shall be responsible for their own representation costs, including attorneys' fees.
- 15.7 There may be some instance where an outside agency or party may be used for arbitration in lieu of PERC, if both the Employer and Association agree.
- 15.8 The arbitrator shall have no right to amend, modify, nullify, add to, or subtract from the terms and conditions of this Agreement. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the Employer and the Association and shall have no authority to make a decision on any other issue so submitted.
- 15.9 The arbitrator shall be without power to make decisions contrary to, or inconsistent with or modifying or varying in any way the application of laws, rules or regulations having the force and effect of law. The arbitrator's decision shall be submitted in writing within thirty (30) days following close of the hearing or the submission of briefs by the parties, whichever is later, unless the parties agree to an extension. The decision shall be binding on both the Employer and Association and shall be based solely on the arbitrator's interpretation or application of the express terms of the Agreement and to the facts of the grievance presented.
- 15.10 The parties may mutually agree in writing to extend any deadline contained in this grievance procedure. Absent such agreement, a grievance shall be considered resolved against the party that fails to meet any deadline contained in this grievance procedure and the grievance shall not be subject to any further processing, including arbitration.
- 15.11 Arbitration of a grievance arising out of a dispute or disagreement regarding any disciplinary action, discharge, or termination decision shall be governed by RCW 41.58.070, applicable law and Articles 15.6, 15.8 and 15.9 of this Agreement.

## **ARTICLE XVI MANAGEMENT RIGHTS AND RESPONSIBILITIES**

- 16.1 The Union recognizes any and all rights, powers and authorities, which are not modified by this agreement, as being retained by the Employer. These rights include but are not limited to the following:

To maintain efficiency and to make, alter, and enforce reasonable policies and procedures to be observed by the employees. This shall include, but not be limited to, the following topics:

To direct, hire, evaluate, promote and lay off employees as covered by the Civil Service promotional and layoff processes, transfer, and for just cause, suspend, discipline or dismiss employees. Probationary employees may not use the grievance procedure to contest any disciplinary/discharge decision of the Employer.



To evaluate jobs and positions, classify positions, establish performance standards, qualification requirements of employees and specify the employee's duties and work hours.

To manage and operate the services in all respects and without restrictions.

To establish the location and number of police precincts and services to be rendered, the methods, the work procedures, the type of equipment to be used; to select, control and direct the use of all materials required in the operation of the services provided and performed.

To schedule work, to make, alter and enforce policies and regulations governing the use of material, equipment and services that may be deemed necessary.

The above is not intended to be exclusive and shall not exclude any historical or normal rights of management. The Union may raise issues of binding past practice through the grievance procedures.

#### **ARTICLE XVII SAVINGS CLAUSE**

- 17.1 It is the intention of the parties hereto to comply with all applicable law and they believe that each and every party to this Agreement is lawful. All provision of this Agreement shall be complied with unless any of such provision shall be declared invalid or inoperative by a Court of final jurisdiction.
- 17.2 Should any provision of this Agreement and/or any attachments hereto beheld invalid by operation of Law or by any tribunal of competent jurisdiction or if compliance with or enforcement of any provision should be restrained by such tribunal, the remainder of this Agreement and/or any attachments hereto shall not be affected thereby and the parties shall enter into immediate collective bargaining negotiations for the purpose of arriving at a mutually satisfactory replacement of such provisions and/or any attachment hereto.

#### **ARTICLE XVIII DURATION**

- 18.1 This Agreement shall be effective on the first date of the month of May, 2022 following the signing of the Agreement by both parties and shall remain in full force and effect through December 31, 2023 unless otherwise provided for herein and shall remain in effect during the course of negotiations on a new Agreement.
- 18.2 Within six (6) months prior to the termination date of this Agreement, the Association or the Employer shall open this Agreement for the purpose of negotiating a successor Agreement to this Agreement.

#### **ARTICLE XIX BILL OF RIGHTS**

- 19.1 Bill of Rights: All employees shall be entitled to the protection of what shall hereinafter be termed as the " Bill of Rights" which shall be added to the present Rules and Regulations of the City of Snoqualmie Police Department. The wide-ranging powers and duties given to the department and its members involve them in all manner of contacts and relationships with the public. Of these contacts come many questions concerning the actions of members of the department. These questions often require immediate investigations by supervising officers designated by the Police Chief. In an effort to ensure that these investigations are conducted in a manner which is conducive to good order and discipline, the following guidelines are put forth:

- 19.2 In criminal matters an employee shall be afforded those constitutional rights available to any citizen. In non-criminal matters relating to job performance, the following guidelines shall be followed.
- 19.3 “Interview” of a subject employee” as used herein shall mean any questioning by an agent of the City who is conducting an investigation (as opposed to a routine inquiry) of the employee being interviewed, when the agent knows (or reasonably should know) that the questioning could result in employee discipline. This section shall not apply to an investigation concerned solely and directly with alleged criminal activities.
- 19.4 Before an interview of a subject employee, the employee shall be informed of the matter in sufficient detail to reasonably apprise them of the factual basis of the matter. This shall not operate as a waiver of the Association’s right to request bargaining information from the City. Nor shall anything in this Article prohibit the Employer from disciplining, including discharge, an officer convicted of a crime.
- 19.5 Any interview of an employee shall be at a reasonable hour, preferably when the employee is on duty unless the exigencies of the investigations dictate otherwise. If the employee is required to be interviewed off duty, the employee shall be compensated.
- 19.6 The interview shall not violate the individual's constitutional rights, which are afforded any citizen, regardless of occupational position and shall take place at the Police Department facility, except when impractical. The employee shall be afforded an opportunity and facilities to contact and consult privately with an attorney of his own choosing and/or a representative of the Association before being interviewed. An attorney of his own choosing and/or a representative of the Association may be present during the interview but may not participate in the interview except to counsel the employee.
- 19.7 The questioning shall not be overly long, and the employee shall be entitled to such reasonable intermissions as he shall request for personal necessities, meals, telephone calls and rest periods. No more than two interviewers may ask questions of an accused employee. Any employee refusing to answer questions directly related to the investigation may be ordered to answer questions administratively or be subject to discipline for insubordination. Nothing ordered may be provided or used in a criminal investigation.
- 19.8 The employee shall not be subjected to any offensive language, nor shall he be threatened with dismissal, transfer or other disciplinary punishment as a guise to attempt to obtain his resignation, nor shall be intimidated in any other manner. Neither promises nor rewards shall be made as an inducement to answer questions.
- 19.9 The Employer shall not require any employee covered by this Agreement to take or be subjected to a lie detector test as a condition of continued employment, nor shall such evidence be offered at any disciplinary hearing without stipulation of the parties.
- 19.10 The Department will audio record any interview. Upon request, a copy of the recording/transcript (if made) will be provided to the officer.
- 19.11 Any final disciplinary decision shall be announced within six (6) months of the time that the Employer undertakes the investigation. The Association will not unreasonably deny requests for additional time.

- 19.12 An employee shall be permitted to read any adverse material affecting their employment before it is placed in the Employer's official personnel file. The Employee will be able to respond in writing and have it attached to the adverse material.
- 19.13 No officer shall be disciplined solely for being placed on a prosecutor's Brady list.
- 19.14 An Employee using deadly force while exercising authority as a Police Officer shall be allowed to consult with a Union representative or attorney upon request prior to being required to give an oral or written statement about the use of deadly force. Such right to consult shall be based on the nature of the incident but shall not delay the giving of the statement more than 72 hours. Deadly force is defined as any use of force that creates a substantial risk of causing death or serious bodily injury.

## **ARTICLE XX PERSONNEL POLICIES**

- 20.1 In addition to the Employer's personnel records policy as set forth in the city of Snoqualmie Personnel Policies, all members of the bargaining unit shall have the additional right to:
  - 20.2 Review their personnel file with a minimum of two (2) City business days' notice given to Human Resources.
  - 20.3 May receive copies upon request of items in their personnel file.
  - 20.4 Pursuant to RCW 40.14.070(4), personnel records for any peace officer must be retained for the duration of the officer's employment and a minimum of 10 years thereafter. Such records include all misconduct and equal employment opportunity complaints, progressive discipline imposed including written reprimands, supervisor coaching, suspensions, involuntary transfers, other disciplinary appeals and litigation records, and any other records needed to comply with the requirements set forth in RCW 43.101.095 and 43.101.135.
  - 20.5 In the event the Snoqualmie Police Department convenes a Review Board(s) (Use of Force or Accidents), there shall be an Association representative, appointed by the Association, as a voting member on the Review Board.

## **ARTICLE XXI WFML PROGRAM**

Eligible employees are covered by WFML Program per RCW 50A.04. Eligibility for leave and benefits, which take effect January 1, 2020, is established by Washington law and is therefore independent of this Agreement. Premiums for benefits are established by law and total 0.4% of employees' wages (unless otherwise limited by action of the State). Employees will pay, through payroll deduction, the full cost of the premiums associated with family leave benefits and 45% of the cost of premiums associated with the medical leave benefits, as determined under RCW 50A.04.115. The employer will pay the remaining premium amounts. Following finalization of regulations implementing RCW 50A.04 either party may reopen this agreement for the purpose of bargaining over issues related to the interrelation between leaves available under this Agreement and benefits provided by statute.

SNOQUALMIE POLICE ASSOCIATION

CITY OF SNOQUALMIE

\_\_\_\_\_  
Chase Smith, President

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Deborah A. Estrada, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Bob C. Sterbank, City Attorney

## APPENDIX "A"

to the AGREEMENT by and between

CITY OF SNOQUALMIE, WASHINGTON

And

SNOQUALMIE POLICE ASSOCIATION

2022-2023

### A.1 CLASSIFICATION RATES

2022 3.7%		A	B	C	D	E	F
P Officer		\$6,100	\$6,710	\$7,045	\$7,395	\$7,764	\$8,154
P Sergeant		\$8,564	\$8,988	\$9,437	\$9,909		
2023: Wages for 2023 shall be adjusted in accordance with the CPI-W Seattle-Tacoma-Bellevue from June 2021 to June 2022 and with a minimum of 2% and a maximum of 4%.							

A.2 The STEPS set forth within Section A.1 are automatic progression pay STEPS each being twelve (12) months in duration.

A.3 New employees may be given credit for prior law enforcement experience in computing Entry salary. Such experiences may qualify the employee to start at any step as recommended by Police Chief and approved by the Mayor.

A.4 Active members of the Snoqualmie Police Association, at the time of ratification, will be eligible to receive retroactive pay to January 1, 2022.

A.5 For years 2022, and 2023, each year shall be increased over the previous year by the following percentages:

2022	Three-point seven percent increase (3.7%)
2023	Equal to the CPI-W Seattle-Tacoma-Bellevue from June 2021 to June 2022 and with a minimum of 2% and a maximum of 4%.

A.6 Detective Premium: Employees assigned to Detectives shall receive a premium of 4% above their current step Police Officer base wage while assigned to detectives, as set forth in Appendix A. If a Detective is required to work patrol to cover shifts or due to an emergency, the Detective will continue to receive Detective premium pay.

A.7 School Resource Officer (SRO) Premium: Employees assigned to SRO shall receive a premium of 4% above their current step Police Officer base wage while assigned to SRO, as set forth in Appendix A. If an SRO is required to work patrol to cover shifts or due to an emergency, the

SRO will continue to receive SRO premium pay. While the school district is not in session for regular scheduled mid-winter, spring, or summer breaks, the SRO will continue to receive SRO premium pay. School Resource Officer assignments will typically b for three (3) years, with one-year extensions if approved by the Chief.

## APPENDIX “B”

### SNOQUALMIE POLICE DEPARTMENT PROPERTY AND EQUIPMENT

#### As Approved by the Police Chief

- Snoqualmie Police Department Badge (Uniform and Flat)
  - Snoqualmie Police Department Identification (Commission) card
  - Snoqualmie Police Department Cap Piece
  - Snoqualmie Police Department patches and insignia
1. Ammunition
  2. Ballistic Vest/Outer carrier vest
  3. Baseball cap
  4. Baton and ring
  5. Belt - Duty belt and keepers
  6. Belt - Inner
  7. Belt light with light holder
  8. Boots
  9. Business Cards
  10. Dress shoes
  11. Flashlight and holder
  12. Gloves
  13. Handcuffs and case
  14. Handgun with laser/light
  15. Holster
  16. Jacket – duty
  17. Jacket – softshell
  18. Jumpsuit (1 every 2 years)
  19. Key holder (silent carrier) Magazine case
  20. Pants – Two Class A Pants – Two Class B Polo Shirt
  21. Portable radio and holder Rifle
  22. Raincoat
  23. Safety (reflective) vest
  24. Shirts - Two long sleeve Shirts – two short sleeve Training Pants
  25. Taser and holster
  26. Three magazines
  27. Winter beanie

All equipment issued by the Snoqualmie Police Department shall remain the property of the department and shall be returned upon request.

As approved by the Police Chief and updated – 04/24/19



## BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

**AB24-077**  
**July 22, 2024**  
**Committee Report**

### AGENDA BILL INFORMATION

<b>TITLE:</b>	<b>AB24-077: Council Chambers Audio and Video Upgrade</b>	<input type="checkbox"/> Discussion Only
<b>PROPOSED ACTION:</b>	Approve the contract between Pacific Office Automation for the purchase, installation, and training of new Audio Video Equipment for Council Chambers.	<input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

<b>REVIEW:</b>	Department Director/Peer	Fletcher Lacroix	Click or tap to enter a date.
	Finance	Janna Walker	7/8/2024
	Legal	David Linehan	Click or tap to enter a date.
	City Administrator	Mike Chambless	7/8/2024

DEPARTMENT:	Information Technology		
STAFF:	Fletcher Lacroix		
COMMITTEE:	Finance & Administration	COMMITTEE DATE: July 16, 2024	
EXHIBITS:	1. AB24-077x1 Pacific Office Automation Proposal		

<b>AMOUNT OF EXPENDITURE</b>	\$ 72,495
<b>AMOUNT BUDGETED</b>	\$ 6,999,839
<b>APPROPRIATION REQUESTED</b>	\$ 0

### SUMMARY

#### INTRODUCTION

The purpose of this agenda bill is for Council to review and approve the audio-visual (AV) upgrade for Council Chambers.

#### LEGISLATIVE HISTORY

Discussions of the necessary AV upgrades to Council Chamber's has been ongoing since 2022. Presentations have been made during committee and Council meetings to gain feedback and understanding of the needs of Council and staff. Information and quotes have been gathered.

Funds were allocated and approved for this project in the 2023/2024 Budget.

#### BACKGROUND



The city's current council chambers were built over 15 years ago. The city's Council Chamber's AV system no longer meets the needs of the organization and will require an upgrade to continue to serve the needs of the City Council and General Org Business. The intended outcome of this project is to repair failing systems and enhance the capabilities of the space to natively support modernized hybrid meetings.

There have been minimal upgrades made to keep the equipment in good working order but the new challenges presented by hybrid meetings leaves the existing hardware unable to fulfill the function. This has led to ongoing audio, video, and technical quality issues during city meetings as well as an increased need for staff support during every Council, Council Committee, and some Commission meetings.

The intent of this upgrade is to implement a hybrid meeting space in Council Chambers that is easy to use, functions effectively for all staff and elected officials, and produces an accessible high-quality product to engage our residents.

The Information Technology Department has worked with affected stakeholders and several vendors to design a solution that fits the goals of the city.

#### **ANALYSIS**

Staff have worked with Pacific Office Automation and their partner, Dimensional Communications Inc, who installed the AV at the Fire Station, to provide the city with an option that will meet the needs of the Council for the next 3 to 5 years and allow for future upgrades at minimal additional cost. It achieves the goal of creating a hybrid meeting space to support both Council and other city meetings. We chose not to go out to bid on this project due to the customized installation and the vendor's previous successful installation at the Fire Station.

#### **BUDGET IMPACTS**

Administration recommends approving a contract with Pacific Office Automation in the amount of \$72,495 for Council Chambers AV upgrades. The 2023-24 amended budget appropriates \$6,999,839 for this and other IT expenditures. Currently, \$3,678,815 of this budget has been spent, with \$3,321,024 remaining. Therefore, sufficient appropriation exists within the 2023-2024 Biennial Budget (IT #502) to fund the contract.

#### **NEXT STEPS**

Review proposed recommendation determining if it meets the needs of the city.

Once the contract is signed and equipment received, work can commence on approximately, 9/24/2024 with an anticipated completion date of 10/4/2024 which would not impact any regularly scheduled Council or Committee meetings.

### **PROPOSED ACTION**

MOVE to approve the proposal and authorize the mayor to sign the contract with Pacific Office Automation for the Council Chambers Audio Video Upgrade.

No. \_\_\_\_\_

**SOLD TO:**

City of Snoqualmie

**CUSTOMER NAME**

PO Box 987

**BILLING ADDRESS**

Snoqualmie WA 98065

**CITY STATE ZIP**

( 425 ) 888-1555

**TELEPHONE**

Fletcher Lacroix / Andrew Latham

**ATTENTION**
**SHIP TO:**

City of Snoqualmie Administration

**CUSTOMER NAME**

38624 SE River St

**SHIPPING ADDRESS**

Snoqualmie WA 98065

**CITY STATE ZIP**

( 425 ) 888-1555

**TELEPHONE**

Andrew Latham

**KEY OPERATOR**

ORDER DATE			PO#		ORDERED BY		SOLD BY	
6/21/2024					Fletcher Lacroix / Andrew Latham		J.Geyer / A.Dahl	
QTY	ITEM	TYPE	DESCRIPTION				UNIT PRICE	TOTAL
1			City of Snoqualmie Council Chambers AV System Updates					\$66,509.05
			All installation, configuration and work to be completed by Dimensional Communications					
			See attached for detailed breakdown of all equipment // SOW // Work to be included					
			Proposal Includes 1 Year Warranty From Dimensional					
Minimum Monthly Payment (plus applicable taxes) \$ _____ Term _____ Months							Device Management	Included
Service/Supply Commitment		Models	Monthly Minimum Number of Images	Excess Per Image Charge	Excess Billing Cycle	Automated Meter Reading	Included	
1 Year Warranty (Dimensional)		Equipment/Solution	N/A	N/A	<input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual	Auto Toner Replenishment		
						Advanced Scanning		
						Security		
						MFP Network Support		
						Power Filter		
CONDITIONS OF SALE, CONTINGENCIES OR COMMENTS							Delivery	Included
Sales Tax 9%								
							Subtotal	\$66,509.05
							Sales Tax	\$5,985.81
							Total	\$72,494.86

~~By signing this Contract, Customer acknowledges and agrees: (a) this Contract is NON-CANCELABLE; (b) all terms and conditions on the reverse side are an integral part of this Contract; (c) to fully understand all terms and conditions stated herein; and (d) this Contract is the entire Agreement between Customer and Pacific Office Automation relating to the equipment and services described herein, and can be changed only by written agreement signed by both parties.~~

**Customer Authorization**
**Approved by Pacific Office Automation**

SIGNATURE

BY

TITLE

DATE

TITLE

DATE

## *Council Chambers AV System Updates*

**May 21, 2024**

### **Basic Update**

#### **Rev.6.2**

**Submitted to:** **City of Snoqualmie**  
38624 SE River St,  
Snoqualmie, WA 98065

**Location:** Snoqualmie City Hall

**Contact:** Jonathan Geyer

### **Main System Features**

- **Universal VTC App connectivity with an owner furnished PC**
  - *A Barco C-20 ClickButton will allow a user with a laptop to use the VTC resources*
- **(2) Audio-Technica Beamforming Microphone Arrays**
- **Barco ClickShare Wireless Presentation and Conferencing Functionality**
- **New QSC Control System and 10" wall mounted touch screen**
  - *The existing iPad can be also be used as a system control interface using the QSC control app*
- **New HDMI Matrix Switching system**
- **New Digital Sound Processor and speaker amplification**
  - *Speaker re-zoning for better gain before feedback*
- **Universal VTC App connectivity with an owner furnished PC**

**Scope of work:** *Provide and install updates to the existing AV system to facilitate high definition video, beam forming microphone arrays, and using the rooms resources with any soft codec video teleconferencing software. The new system will extend the HDMI video signal from the (2) existing PTZOptics Cameras back to a rack mounted HDMI multiviewer video processor (MVP). The MVP will output a single HDMI with 1 or 2 camera feeds merged onto one side by side or a single camera full screen; the HDMI output will be connected to an HDMI to USB converter. (If needed the cameras can also be used individually.) DCI will re-pull cable (as needed) to the (11) floor box microphone inputs to eliminate a hum in the microphone system; the (11) microphones and the (2) existing Shure SLX microphone receivers will be reconnected to the new system. The new QSC Core 110F digital sound processor (DSP) will accept all of microphones as well as the (2) new beamforming microphone arrays. The QSC DSP and the HDMI to USB converter, will output USB audio and USB video to the Toggle USB 3.0 switch. The system will route the high quality USB audio and video to a rack mounted OFE PC to be used for general meeting/conference room PC needs and soft codec VTC software. The USB resources can also be switched to a Barco C-20 wireless conferencing gateway, allowing a user to plug the wireless ClickButton into their laptop and utilize the HD cameras, room microphones, and projector. The QSC DSP will also receive the "far-end" audio over the two-way USB connection and send audio to a new (4) channel amplifier, re-powering the existing conference room and lobby speakers. The ceiling speakers in the council chambers will be re-powered and re-zoned into (3) zones for an improved gain-feedback ratio; the 4<sup>th</sup> zone will be the lobby. The video switching will be replaced with a new 8x2 digital matrix switcher (DMS); the (2) existing VGA with audio floor box connections will be replaced (2) HDMI input plates. The existing DVD player will be replaced with a rack mounted Blu-ray player. All of the system sources will connect to the DMS; the DMS will output HDMI over cat6 twisted pair to a receiver installed at the existing projector. The existing AMX*

wall dock will be replaced with a permanently mounted 10" QSC touch panel for room control; the touch panel will control source selection, master volume control, individual microphone levels, PTZ camera control and turning the projector on/off as needed. The OFE iPad may be used with the QSC App for wireless room control. If possible in (4) hours of control programming, DCI will reconnect the existing shade and lighting control system. Please note that if this integration takes longer than the budgeted (4) hour additional programming charges may apply; any shade or lighting system programming required by third party vendors to complete the integration with the new control system is excluded from this proposal and will need to be approved and paid for by the City of Snoqualmie. DCI will provide an additional (4) hours of graphic user interface updates 1-6 months after the installation is completed; this will give the users a chance to user the system and identify any changes they may want with respect to the control system. Equipment and material as follows:

Item	Quantity	Description	
1.	2	Audio Technica ATND1061DAN Beamforming Microphone Array	\$ 7,560.17
2.	1	QSC Core 110F Digital Sound Processor	\$ 4,272.25
3.	1	QSC 10" touch panel – wall mounted	\$ 3,402.92
4.	1	QSC Scripting & UCI Development	\$ 710.35
5.	1	QSC MP-440V 4-Ch amplifier	\$ 1,938.24
6.	1	Crestron 6x2 HDMI Matrix Switcher	\$ 4,465.06
7.	3	Crestron HDMI extender kits	\$ 2,536.97
8.	1	DCI Custom Retrofit Bracket for AMX to QSC	\$ 295.98
9.	1	Barco ClickShare C-20 Wireless Conferencing Gateway with (1) ClickButton	\$ 2,706.10
10.	1	AV Access 4x1 Multiviewer	\$ 422.83
11.	1	Magwell HDMI to USB adaptor	\$ 505.70
12.	1	Denon BD-500BDMKII Professional Blu-ray Player	\$ 591.96
13.	1	Inogeni Toggle USB 3.0 switcher	\$ 595.34
14.	3	Global Cache Serial Network Control Interface	\$ 1,616.89
15.	1	Netgear GS324TP 24-Port Gigabit PoE+ Compliant Smart Managed Switch	\$ 642.70

16.	Lot	Cable, Connectors and Consumables	\$ 3,584.23
17.	Lot	Installation, Commissioning & Training	\$ 18,203.35
18.	Lot	System Code Programming and Graphic User Interface Build	\$ 5,000.00
19.	1	Graphic User Interface Update – 1 to 6 Months After the finished Installation	\$ 750.00
20.	Lot	Project Management & Engineering/Drafting	\$ 2,788.00
21.	Lot	Administration, Travel Time & Support Services	\$ 2,124.80
21.	Lot	Travel Mileage & Truck Charge	\$ 1,795.20

\*\*\*\*\*Sixty-Five Thousand, Nine Hundred and Eight-Five Dollars and 00/100 + WSST\*\*\* \*\*\*\* \$66,509.05.00\*\*\*\*\*

**Note:** This proposal does not include any electrical additions or alterations of any kind; all electrical work is excluded from this proposal. This proposal does not include sales tax. This proposal includes for equipment, installation, testing, and final commissioning of the system, as outlined above. Any changes to scope will be accompanied by an updated proposal. This proposal excludes error and omissions/professional liability insurance.

Submitted by: Avery Dahl  
Time payment options are available upon request.  
Cash Terms: 50% down with balance due at installation.  
This proposal may be withdrawn if not accepted within thirty (30) days.

DCI Authorized Signature: \_\_\_\_\_

*Avery Dahl*

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

You agree that Dimensional retains a security interest in all personal property delivered pursuant to the acceptance of this proposal and to any equipment later ordered by you from Dimensional, until such time as payment of all amounts due to Dimensional are made in full. If you fail to make any payments when due, Dimensional may require you to return all personal property delivered, make it available to Dimensional for recovery, or exercise any other rights or remedies arising from RCW 62A.9A. Regardless of default, we may also file a mechanic's lien, UCC-1 form and other collateral registration. By signing this proposal you consent to such filings. All liens and security interests, if incorporated, will be released upon full payment of all amounts due Dimensional arising from or related to this proposal.

**Acceptance of Proposal:** The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Authorized Signature: \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_



**CITY COUNCIL ROUNDTABLE MEETING, 6:00 PM**  
**CITY COUNCIL REGULAR MEETING, 7:00 PM**  
**Monday, July 22, 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 at Snoqualmie City Hall and remotely using Zoom.*

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

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

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

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

**ROUNDTABLE AGENDA, 6 PM**

**CALL TO ORDER & ROLL CALL**

**AGENDA APPROVAL**

**SPECIAL BUSINESS**

1. Utility Rate Study / 2025-2030 Utilities Capital Improvement Plan (CIP).

**ADJOURNMENT**

**REGULAR AGENDA, 7 PM**

**CALL TO ORDER & ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**AGENDA APPROVAL**

**PUBLIC HEARINGS, PRESENTATIONS, PROCLAMATIONS, AND APPOINTMENTS**

**Public Hearings**

**Appointments**

2. Fire Badge Pinning: Firefighter Tyler Byrd.
3. Ceremonial Oath of Office: Police Officers William Natkha and Kobe Hoyla.

**Presentations**

## Proclamations

### PUBLIC COMMENTS AND REQUESTS FOR ITEMS NOT ON THE AGENDA

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

### CONSENT AGENDA

4. Approve the City Council Meeting Minutes dated July 8, 2024.
5. Approve the Claims Report dated July 22, 2024.

### ORDINANCES

#### COMMITTEE REPORTS

##### Public Safety Committee:

6. **AB24-083:** Authorization to Purchase Police Department Vehicle.

**Proposed Action:** Move to approve the purchase of a Police SUV to replace the surplus Prisoner Van.

##### Community Development Committee:

##### Parks & Public Works Committee:

7. **AB24-082:** Reclaimed Water Reservoir Improvements Project Update.

**Proposed Action:** Discussion.

##### Finance & Administration Committee:

8. **AB24-077:** City Council Chambers Audio and Video Upgrade.

**Proposed Action:** Move to approve the contract with Pacific Office Automation for the Council Chambers Audio Video Upgrade and authorize the Mayor to sign.

9. **AB24-085:** Snoqualmie Police Association (SPA) Collective Bargaining Agreement (CBA).

**Proposed Action:** Move to approve the Collective Bargaining Agreement with Snoqualmie Police Association and authorize the Mayor to sign.

##### Committee of the Whole:

### REPORTS

10. Mayor's Report
11. Commission/Committee Liaison Reports

### EXECUTIVE SESSION

12. Potential 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](mailto:cityclerk@snoqualmiewa.gov) no later than 3:00 pm the day of the meeting.