



FINANCE & ADMINISTRATION COMMITTEE & COMMITTEE OF THE WHOLE MEETING

Tuesday, July 22, 2025, at 6:00 PM

Snoqualmie City Hall, 38624 SE River Street & Zoom

COMMITTEE MEMBERS

Chair: Bryan Holloway

Councilmembers: Jolyon Johnson and Cara Christensen

This meeting will be conducted in person and remotely using 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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CALL TO ORDER & ROLL CALL

AGENDA APPROVAL

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

MINUTES

- [1.](#) Approval of the minutes dated July 8, 2025.

APPROVAL OF WARRANTS / CLAIMS

- [2.](#) Consideration of Claims Report dated July 28, 2025.

AGENDA BILLS

- [3.](#) **AB25-071:** Flag Policy

CITY COUNCIL AGENDA REVIEW

- [4.](#) Review Draft City Council Agenda dated July 28, 2025.

ADJOURNMENT



FINANCE & ADMINISTRATION COMMITTEE & COMMITTEE OF THE WHOLE MEETING MINUTES JULY 8, 2025

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

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

Committee Members: Councilmembers Bryan Holloway, Cara Christensen (remote), and Jo Johnson were present.

City Staff:

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

AGENDA APPROVAL - The agenda was approved as presented.

PUBLIC COMMENTS – There were no public comments.

MINUTES – The minutes dated June 17, 2025, were approved as presented.

APPROVAL OF WARRANTS / CLAIMS – The claims report dated July 14, 2025, was approved to move forward at the July 14, 2025, City Council meeting on the consent agenda.

DISCUSSION

3. 2025 Q2 Financial Update. Presentation by Budget Manager Janna Walker. This item is approved to move forward as a presentation at the July 14, 2025, City Council meeting.
4. Flag Policy Discussion led by City Attorney Dena Burke. Committee questions and comments followed. This item is approved to move forward as a discussion at the July 14, 2025, City Council meeting.

CITY COUNCIL MEETING AGENDA REVIEW

5. Review Draft City Council Agenda dated July 14, 2025. The agenda was approved as amended.

ADJOURNMENT

The meeting was adjourned at 6:56 pm.

Minutes prepared by Deana Dean, City Clerk.

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

Minutes approved at the _____, 2025, Finance & Administration Committee Meeting.



Drew Bouta, Director of Finance

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Snoqualmie, Washington 98065

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

To: City Council
Finance & Administration Committee

From: Drew Bouta, Director of Finance

Date: July 28, 2025

Subject: CLAIMS REPORT
Approval of payments for the period: June 16, 2025, through July 15, 2025

BACKGROUND

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

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

ANALYSIS

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

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

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

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

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

CLAIMS						
Date	Warrants			ACH		CLAIMS TOTAL
	From #	Thru #	Amount	Qty	Amount	
7/3/2025	85072	85116	\$ 200,766.87			200,766.87
7/8/2025	85117	85126	\$ 32,201.69			32,201.69
7/10/2025	85128	85134	\$ 117,526.98			117,526.98
7/10/2025	85135	85140	\$ 8,939.48			8,939.48
7/10/2025	2025088	2025102	\$ 720,609.00			720,609.00
7/14/2025	62890	62900	\$ 2,440.94			2,440.94
						-
Grand Total						1,082,484.96

PAYROLL (including Payroll Benefits)						
Date	Warrants			ACH		PAYROLL TOTAL
	From #	Thru #	Amount	Qty	Amount	
6/16/2025 - 6/30/2025				114	\$ 409,893.17	409,893.17
						-
						-
						-
Grand Total						409,893.17

MISCELLANEOUS DISBURSEMENTS				
Date	Description	ACH Amount	Wire Amount	MISC TOTAL
7/2/2025	Merchant Card Fees - Bankcard (Elavon)	\$ 8,683.31		\$ 8,683.31
7/2/2025	Merchant Card Fees - PayConex	\$ 366.39		\$ 366.39
7/2/2025	Merchant Card Fees - Merchant Transact E-Checks	\$ 235.97		\$ 235.97
7/2/2025	Merchant Card Fees - Tyler Munis	\$ 136.06		\$ 136.06
7/3/2025	Merchant Card Fees - Fiserv Merchant	\$ 188.58		\$ 188.58
7/7/2025	Merchant Card Fees - American Express	\$ 1,330.72		\$ 1,330.72
7/7/2025	Merchant Card Fees - American Express Tyler Munis	\$ 4.78		\$ 4.78
7/9/2025	Navia Benefits Solutions	\$ 416.67		\$ 416.67
7/9/2025	Navia Benefits Solutions	\$ 14,236.83		\$ 14,236.83
7/15/2025	Navia Benefits Solutions	\$ 5,048.96		\$ 5,048.96
Grand Total				30,648.27

Total **1,523,026.40**

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

07/16/2025

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 \$200,766.87

For claims warrants numbered 85072 through 85116 & dated 7/3/2025

VENDOR NAME	ACCOUNT	ACCOUNT DESC	YEAR	PERIOD	TYPE	STATUS	AMOUNT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE	CHECK DATE
AMZONCAP	POL52122 531910	Operating Supplies	2025	7	INV	P	65.40	85072	1WJ3-V3WL-RV6J	Chalk Markers for Vehicles	6/28/2025	7/3/2025
AMZONCAP	POL52122 531910	Operating Supplies	2025	7	INV	P	58.62	85072	1WK4-J31C-97CQ	Microphones for In-Car Mobile Radios	6/23/2025	7/3/2025
AMZONCAP	01452122 531910	Operating Supplies	2025	7	INV	P	65.40	85072	1WJ3-V3WL-RV6J	Chalk Markers for Vehicles	6/28/2025	7/3/2025
AMZONCAP	01452122 531910	Operating Supplies	2025	7	INV	P	103.74	85072	1XKF-3M6V-VNfy	674 C. Hendricks - ASP Hinged Handcuffs	6/25/2025	7/3/2025
AMZONCAP	40153481 531300	Repair & Maintenance Supplies	2025	7	INV	P	103.16	85072	1YR6-F391-NFYP	canyon springs pressure transducer parts	6/24/2025	7/3/2025
ATWORK	PKF57680 548150	Landscaping Services	2025	6	INV	P	2,999.01	85073	PS-INV106034	Facilities	5/31/2025	7/3/2025
CENLINK	50251888 542000	Telephone Service	2025	6	INV	P	107.10	85074	333555664 6/25	Snoqualmie Police/Dispatch Landline - Jun 9/Jul 08	6/9/2025	7/3/2025
Chinook Lumber	PKF57680 531300	Repair & Maintenance Supplies	2025	6	INV	P	958.50	85075	2112372	5" x 13 1/2 Architectural Glu LAM	5/19/2025	7/3/2025
Chinook Lumber	40153481 531300	Repair & Maintenance Supplies	2025	6	INV	P	84.24	85075	2122572	Supplies for Concrete Pad Pouring - PD Station	6/24/2025	7/3/2025
Cities Digital Inc	50251881 531800	Department Software	2025	6	INV	P	17,650.08	85076	63886	Laserfische Annual Subscription Fee	6/9/2025	7/3/2025
CLAW	41739434 541000	Professional Svcs - General	2025	6	INV	P	493.75	85077	50707	Legal Services to Support Water Rights Neg w/ ECY	6/16/2025	7/3/2025
COI	POL52360 541502	Jail Services - Issaquah	2025	6	INV	P	24,171.39	85078	25000277	Issaquah Jail - Booking, housing, med, video court	6/21/2025	7/3/2025
COLFP	POL52122 541000	Professional Svcs - General	2025	6	INV	P	931.80	85079	PD06102025	Det. Teschlog - Police SVCS Assist w/ Light Tunnel	6/10/2025	7/3/2025
COMP PD	POL52122 531340	Custodial & Cleaning Supplies	2025	6	INV	P	226.22	85080	2358692-0	Bath Tissue, Garbage Can Liners, Soap	6/18/2025	7/3/2025
Conexwest	PKF57680 531300	Repair & Maintenance Supplies	2025	6	INV	P	4,279.00	85081	INV-383968	10 Ft. Refurbished High Cube	4/30/2025	7/3/2025
CORED	FIR52210 549210	KCEMS Reimbursable Services	2025	6	INV	P	1,625.00	85082	FTI0000801	Mobile Integrated Health Program Q1 2025	6/17/2025	7/3/2025
CP	CLK51420 541100	Outside Legal Services - Gen	2025	6	INV	P	307.95	85083	GCI0017896	Municipal Code Web Update	6/20/2025	7/3/2025
ESRI	FIR52210 549210	KCEMS Reimbursable Services	2025	6	INV	P	900.74	85084	ESO-171329	ESO Fire Bundle, Fire Data API, HER	6/23/2025	7/3/2025
ESRI	50251881 531800	Department Software	2025	6	INV	P	3,630.06	85084	ESO-171329	ESO Fire Bundle, Fire Data API, HER	6/23/2025	7/3/2025
Ferguson Water Works	40153481 531300	Repair & Maintenance Supplies	2025	7	INV	P	1,473.40	85085	0078592-2	Meters	6/23/2025	7/3/2025
Ferguson Water Works	40153481 531300	Repair & Maintenance Supplies	2025	7	INV	P	9,565.31	85085	0079479	3/4" Meter Registers	6/25/2025	7/3/2025
FORMA CONSTRUCTION	31137010 563006	Facilities Maint - Construct	2025	6	INV	P	3,983.33	85086	2	For City Hall Security Upgrades Construction	4/8/2025	7/3/2025
HD Fowler	40153935 531300	Repair & Maintenance Supplies	2025	6	INV	P	861.66	85087	I7043563	3" Valve for Class A Safeway Crossing	6/20/2025	7/3/2025
HD Supply Facil Main	51051821 531300	Repair & Maintenance Supplies	2025	6	INV	P	871.42	85088	9237891042	Facility Parts & Supplies Additional Portable A/C	6/11/2025	7/3/2025
JOHNDEER	40353190 531300	Repair & Maintenance Supplies	2025	6	INV	P	2,303.96	85089	153407660-002	Last 93 of 135 Tree Gator Watering Bags for Trees	6/9/2025	7/3/2025
K&L Gates	LEG51541 541100	Outside Legal Services - Gen	2025	6	INV	P	2,911.65	85090	100180872	Legal Advice Snoqualmie Tribe Agreements	6/16/2025	7/3/2025
LAI	FIR52220 531912	EMS Supplies & Equipment	2025	6	INV	P	232.05	85091	1611766	SMART Pads III Set	6/23/2025	7/3/2025
LEVEL3	50251888 542000	Telephone Service	2025	6	INV	P	2,384.02	85092	740212295	Monthly Telephone Service	6/1/2025	7/3/2025
LNCS	POL52122 531050	Uniforms & Protective Gear	2025	6	INV	P	91.73	85093	INV956569	617 D. Moate - Duty Boots	6/9/2025	7/3/2025
LNCS	01452122 531050	Uniforms & Protective Gear	2025	6	INV	P	91.73	85093	INV956569	617 D. Moate - Duty Boots	6/9/2025	7/3/2025
LOLM	NON51541 541110	Public Prosecutor Services	2025	6	INV	P	6,302.00	85094	May 2025	Snoqualmie Prosecutor - May 2025	5/31/2025	7/3/2025
MFFA	PLN55860 549100	City-Sponsored Expenses	2025	6	INV	P	1,650.00	85095	00015	Community Services Grant to Meadowbrook Farm	5/16/2025	7/3/2025
NB AUTOG	40253580 535900	Small Tools & Equipment	2025	6	INV	P	108.39	85096	070554	Tools for Ditch Probes	6/17/2025	7/3/2025
NB Landscape Supply	PKF57680 531520	Agricultural Supplies	2025	6	INV	P	499.22	85097	763	60/40 Lawn Mix, 5/8 Minus	4/1/2025	7/3/2025
NB Landscape Supply	PKF57680 531520	Agricultural Supplies	2025	6	INV	P	199.47	85097	774	2-Way 60/40 Lawn Mix	5/2/2025	7/3/2025
PACIFICA	PLN55860 541100	Outside Legal Services - Gen	2025	6	INV	P	156.00	85098	98901	Ladder Properties Code Enforcement Services	6/10/2025	7/3/2025
PBBIPP	NON51890 542300	Postage & Freight	2025	6	INV	P	11.88	85099	June2025 Stmtnt	Purchase Power Credit Line	6/15/2025	7/3/2025
PLATT	PKF57680 531300	Repair & Maintenance Supplies	2025	6	INV	P	704.64	85100	5L04579	Spectrum PSN1609GV-37L-35K-E	10/8/2024	7/3/2025
PLATT	40153481 531300	Repair & Maintenance Supplies	2025	6	INV	P	97.01	85100	5L63706	Compact Fluorescent Lamp 9 Watt	8/22/2024	7/3/2025
PLATT	40153481 531300	Repair & Maintenance Supplies	2025	6	INV	P	25.69	85100	5L69917	Electronic Ballast 4-Lamp	8/22/2024	7/3/2025
PLATT	40153481 531300	Repair & Maintenance Supplies	2025	6	INV	P	173.29	85100	6E71313	Auxiliary Contact Black & Elect. Screwdriver Set	4/15/2025	7/3/2025
PLATT	51051821 531300	Repair & Maintenance Supplies	2025	6	INV	P	242.52	85100	5L14012	Electrical Supplies Ballasts City Hall	8/15/2024	7/3/2025
PLATT	51051821 531300	Repair & Maintenance Supplies	2025	6	INV	P	725.29	85100	6A86422	Electrical Supplies PW Shop Light Bulb Replacement	4/3/2025	7/3/2025
PLATT	51051821 531300	Repair & Maintenance Supplies	2025	6	INV	P	332.78	85100	6B40443	Electrical Supplies Fire Station Day Room Lights	2/28/2025	7/3/2025
PLATT	51051821 531300	Repair & Maintenance Supplies	2025	6	INV	P	521.67	85100	6D91501	Electrical Supplies Bathroom Exhaust Fan - C.H.	4/15/2025	7/3/2025
PLATT	51051821 531300	Repair & Maintenance Supplies	2025	6	INV	P	93.13	85100	6D96118	Electrical Supplies PW Shop Light Bulb Replacement	4/15/2025	7/3/2025
PLATT	51051821 531300	Repair & Maintenance Supplies	2025	6	INV	P	479.55	85100	6E14029	Electrical Supplies Replacement 13w Bulbs (PW)	4/15/2025	7/3/2025
PLATT	51051821 531300	Repair & Maintenance Supplies	2025	6	INV	P	1,145.98	85100	OY38579	Electrical Supplies Fire Station Antenna Mounting	1/28/2025	7/3/2025
Policy Confluence	COM55720 541103	Citizens Survey	2025	6	INV	P	1,500.00	85101	20153	2025 Community-wide Survey Local Benchmark Addon	6/3/2025	7/3/2025
Power Systems West	50154868 548000	Repair & Maintenance Services	2025	7	INV	P	1,570.10	85102	SI2540001970	Major PM #G-28 WTP Generator Set	6/25/2025	7/3/2025
Power Systems West	50154868 548000	Repair & Maintenance Services	2025	7	INV	P	2,865.52	85102	SI2540001972	Major PM #G-28 Well 8 Generator Set	6/25/2025	7/3/2025
Power Systems West	50154868 548000	Repair & Maintenance Services	2025	7	INV	P	1,422.67	85102	SI2540001973	Major PM #G-25 PW Shop Generator Set	6/25/2025	7/3/2025

Power Systems West	50154868 548000	Repair & Maintenance Services	2025	7	INV	P	7,874.85	85102 SI2540001980	Major PM #G-1 Gen Set WW Treatment Facility 1000kw	6/26/2025	7/3/2025
Power Systems West	50154868 548000	Repair & Maintenance Services	2025	7	INV	P	1,467.41	85102 SI2540001981	Major PM #G-10 Generator Set Lift #1	6/26/2025	7/3/2025
ROBERT HALF	FIN51423 541190	Temporary Agency Personnel	2025	6	INV	P	2,185.92	85103 65116241	M. Barnett - Payroll Specialist Support (Retro)	6/25/2025	7/3/2025
RRJ Company	PKF57680 547300	Water - Sewer - Stormwater	2025	6	INV	P	47,131.21	85104 20253-1	For Community Park Meter for the Class A System	5/14/2025	7/3/2025
RRJ Company	31079561 563000	Sidewalk Replace Const	2025	6	INV	P	8,383.91	85104 Retainage Rel	For Const. of 2023 Sidewalk Replacement	6/24/2025	7/3/2025
SEATTLE TIMES	41134100 541060	Eagle Lake Reclam Design	2025	7	INV	P	775.50	85105 93026	Bid Advertisement Feb 20th & March 4th	3/4/2025	7/3/2025
SEATTLE TIMES	41134100 541060	Eagle Lake Reclam Design	2025	7	INV	P	52.25	85105 93368	Notice for Decision for Clear & Grading Permit	2/27/2025	7/3/2025
SEATTLE TIMES	41134100 541060	Eagle Lake Reclam Design	2025	7	INV	P	341.00	85105 94367	Advertisement of Request for Qualifications 4/1/25	4/1/2025	7/3/2025
SHREDIT	FIR52220 541000	Professional Svcs - General	2025	6	INV	P	10.36	85106 8011092986	Medical Disposal Services	6/13/2025	7/3/2025
SHREDIT	POL52122 541000	Professional Svcs - General	2025	6	INV	P	10.36	85106 8011092924	On-Call Monthly Service Charge - Min. Monthly Fee	6/13/2025	7/3/2025
SPOK	40153935 542000	Telephone Service	2025	6	INV	P	29.82	85107 J0303878R	Monthly Irrigation Pager Service	6/14/2025	7/3/2025
STRYKER	FIR52250 548000	Repair & Maintenance Services	2025	6	INV	P	174.72	85108 9209106817	Labor for Cot Maintenance	4/25/2025	7/3/2025
SUMMIT LAW	00030010 541120	Legal Finance Consulting Svcs	2025	6	INV	P	1,336.05	85109 164239	Employment Advice	6/20/2025	7/3/2025
SUMMIT LAW	00030010 541120	Legal Finance Consulting Svcs	2025	6	INV	P	212.50	85109 164240	Teamster Matters	6/20/2025	7/3/2025
SW	50159448 564000	Fleet Vehicles & Equipment	2025	6	INV	P	12,880.65	85110 INVEV11249	Non-Factory Additional Uplift & Equipment 2024	6/17/2025	7/3/2025
TRUCKV	50159448 564000	Fleet Vehicles & Equipment	2025	6	INV	P	3,800.61	85111 287596	Rear Lockable Storage Secured Boxes - Vehicle #122	6/23/2025	7/3/2025
UNITEDSI	40353130 548000	Repair & Maintenance Services	2025	6	INV	P	204.00	85112 INV-5366202	Portable toilet services for DOC operations	5/31/2025	7/3/2025
URNW	40153481 545100	Rent - Shop Equipment	2025	6	INV	P	1,146.60	85113 235589951-013	Monthly Truck Rental	6/14/2025	7/3/2025
WEC	PKF57680 531520	Agricultural Supplies	2025	6	INV	P	2,655.31	85115 17249431	Perf Six Iron 50 lbs. Bag (Fertilizer)	6/12/2025	7/3/2025
WED	50154868 531301	Repair Parts	2025	6	INV	P	3,687.49	85116 INV095560	Replacement Engine #441 Toro Infield Groomer	6/18/2025	7/3/2025

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$32,201.69

For claims warrants numbered 85117 through 85126 & dated 7/8/2025

*Snoqualmie Valley	PAR34730 347301	Recreational Activity Fees	2025	7	INV	P	419.00	85117 RE B. Donovan	Canceled reservation minus \$15 processing fee	5/22/2025	7/8/2025
AMZONCAP	40253580 531340	Custodial & Cleaning Supplies	2025	7	INV	P	170.24	85118 1GK3-NXHC-MWTL	Sprayer Battery to Clean Clarifier	6/19/2025	7/8/2025
AMZONCAP	40253580 531340	Custodial & Cleaning Supplies	2025	7	INV	P	274.07	85118 1VXQ-7HL1-THT3	Sprayer to Clean Clarifier	6/20/2025	7/8/2025
AMZONCAP	40253585 542300	Postage & Freight	2025	7	INV	P	114.00	85118 000300	Send Sample to Lab	6/16/2025	7/8/2025
AMZONCAP	40253930 531300	Repair & Maintenance Supplies	2025	7	INV	P	215.93	85118 2122204	Repair of Reuse Main	6/23/2025	7/8/2025
CORPPAY	COM55720 531000	Office Supplies	2025	7	INV	P	104.66	85119 6/25 DM	Adobe Stock - Images, Video, Audio for Graphics	6/23/2025	7/8/2025
CORPPAY	COM55720 549200	Dues-Subscriptions-Memberships	2025	7	INV	P	159.39	85119 6/25 DM	Adobe Stock - Images, Video, Audio for Graphics	6/23/2025	7/8/2025
CORPPAY	EMG52560 531910	Operating Supplies	2025	7	INV	P	204.59	85119 6/25 MB	Gas/Xfinity Cable Bill/Hotel/Storage Totes	6/23/2025	7/8/2025
CORPPAY	EVE57120 531900	Miscellaneous Supplies	2025	7	INV	P	54.11	85119 6/25 NW	Art P'ship Rental/Splash Pad Supp's/chamber lunch	6/23/2025	7/8/2025
CORPPAY	EVE57320 541000	Professional Svcs - General	2025	7	INV	P	300.00	85119 6/25 NW	Art P'ship Rental/Splash Pad Supp's/chamber lunch	6/23/2025	7/8/2025
CORPPAY	EXE51310 543000	Training & Travel	2025	7	INV	P	90.00	85119 6/25 NW	Art P'ship Rental/Splash Pad Supp's/chamber lunch	6/23/2025	7/8/2025
CORPPAY	EXE51310 549100	City-Sponsored Expenses	2025	7	INV	P	104.65	85119 6/25 MC	Mayor-CA-YMCA/Splashpad Supplies	6/23/2025	7/8/2025
CORPPAY	FIR52210 531010	Public Education Supplies	2025	7	INV	P	731.64	85119 6/25 CB	Black Fire Hats	6/23/2025	7/8/2025
CORPPAY	FIR52210 531010	Public Education Supplies	2025	7	INV	P	474.84	85119 6/25 LT	Glowsticks, Postage, S. Tye PRI Training	6/23/2025	7/8/2025
CORPPAY	FIR52210 549100	City-Sponsored Expenses	2025	7	INV	P	195.09	85119 6/25 CB	Black Fire Hats	6/23/2025	7/8/2025
CORPPAY	FIR52245 543000	Training & Travel	2025	7	INV	P	554.35	85119 6/25 MB	Gas/Xfinity Cable Bill/Hotel/Storage Totes	6/23/2025	7/8/2025
CORPPAY	PKF57680 523300	Reimb - Dues, Licenses & Cert	2025	7	INV	P	39.25	85119 6/25 PB	Splash Pad/CDL License/Waterworks	6/23/2025	7/8/2025
CORPPAY	PKF57680 531000	Office Supplies	2025	7	INV	P	6.75	85119 6/25 JQ	City Credit Card	6/23/2025	7/8/2025
CORPPAY	PKF57680 531300	Repair & Maintenance Supplies	2025	7	INV	P	641.99	85119 6/25 JQ	City Credit Card	6/23/2025	7/8/2025
CORPPAY	PKF57680 531300	Repair & Maintenance Supplies	2025	7	INV	P	270.57	85119 6/25 MC	Mayor-CA-YMCA/Splashpad Supplies	6/23/2025	7/8/2025
CORPPAY	PKF57680 531300	Repair & Maintenance Supplies	2025	7	INV	P	1,848.98	85119 6/25 PB	Splash Pad/CDL License/Waterworks	6/23/2025	7/8/2025
CORPPAY	PKF57680 544400	Taxes & Assessments	2025	7	INV	P	20.25	85119 6/25 FIN	KC property Tax 2025 for Parcels	6/23/2025	7/8/2025
CORPPAY	PLN55860 543000	Training & Travel	2025	7	INV	P	658.23	85119 6/25 MD	WA Planning Director Conference	6/23/2025	7/8/2025
CORPPAY	POL52110 542300	Postage & Freight	2025	7	INV	P	79.30	85119 6/25 LT	Glowsticks, Postage, S. Tye PRI Training	6/23/2025	7/8/2025
CORPPAY	POL52110 549100	City-Sponsored Expenses	2025	7	INV	P	474.84	85119 6/25 LT	Glowsticks, Postage, S. Tye PRI Training	6/23/2025	7/8/2025
CORPPAY	POL52122 541000	Professional Svcs - General	2025	7	INV	P	24.00	85119 6/25 M. Black	Car Rental & Toll Fee	6/23/2025	7/8/2025
CORPPAY	POL52140 543000	Training & Travel	2025	7	CRM	P	-357.50	85119 6/25 GH	607 G. Horejsi - Holiday Inn Yakima Billing Error	6/23/2025	7/8/2025
CORPPAY	POL52140 543000	Training & Travel	2025	7	INV	P	10.37	85119 6/25 M. Black	Car Rental & Toll Fee	6/23/2025	7/8/2025
CORPPAY	STR54230 531000	Office Supplies	2025	7	INV	P	13.51	85119 6/25 JQ	City Credit Card	6/23/2025	7/8/2025
CORPPAY	01452110 542300	Postage & Freight	2025	7	INV	P	20.29	85119 6/25 LT	Glowsticks, Postage, S. Tye PRI Training	6/23/2025	7/8/2025
CORPPAY	01452140 543000	Training & Travel	2025	7	INV	P	168.98	85119 6/25 LT	Glowsticks, Postage, S. Tye PRI Training	6/23/2025	7/8/2025
CORPPAY	01452140 543000	Training & Travel	2025	7	INV	P	5.18	85119 6/25 M. Black	Car Rental & Toll Fee	6/23/2025	7/8/2025
CORPPAY	40143481 544400	Taxes & Assessments	2025	7	INV	P	20.26	85119 6/25 FIN	KC property Tax 2025 for Parcels	6/23/2025	7/8/2025

CORPPAY	40153481 531000	Office Supplies	2025	7	INV	P	6.76	85119 6/25 JQ	City Credit Card	6/23/2025	7/8/2025
CORPPAY	40153481 543000	Training & Travel	2025	7	INV	P	210.00	85119 6/25 JQ	City Credit Card	6/23/2025	7/8/2025
CORPPAY	40153481 543000	Training & Travel	2025	7	INV	P	87.00	85119 6/25 PB	Splash Pad/CDL License/Waterworks	6/23/2025	7/8/2025
CORPPAY	40243580 544400	Taxes & Assessments	2025	7	INV	P	20.25	85119 6/25 FIN	KC Property Tax 2025 for Parcels	6/23/2025	7/8/2025
CORPPAY	40253510 543000	Training & Travel	2025	7	INV	P	300.00	85119 6/25 JQ	City Credit Card	6/23/2025	7/8/2025
CORPPAY	40253580 531300	Repair & Maintenance Supplies	2025	7	INV	P	765.23	85119 6/25 JQ	City Credit Card	6/23/2025	7/8/2025
CORPPAY	40353190 531000	Office Supplies	2025	7	INV	P	6.76	85119 6/25 JQ	City Credit Card	6/23/2025	7/8/2025
CORPPAY	40353190 531040	Prof Books Maps & Manuals	2025	7	INV	P	42.53	85119 6/25 JQ	City Credit Card	6/23/2025	7/8/2025
CORPPAY	50154868 531301	Repair Parts	2025	7	INV	P	79.30	85119 6/25 DH	Innertubes/Licensing/Tap Plastic Cut Piece	6/23/2025	7/8/2025
CORPPAY	50159448 564000	Fleet Vehicles & Equipment	2025	7	INV	P	64.00	85119 6/25 DH	Innertubes/Licensing/Tap Plastic Cut Piece	6/23/2025	7/8/2025
CORPPAY	50251881 548860	Hardware-Software Maintenance	2025	7	INV	P	326.16	85119 6/25 IT	Zoom & PayPal subscription/screen repair	6/23/2025	7/8/2025
CORPPAY	50251888 541030	Info Tech Services	2025	7	INV	P	821.16	85119 6/25 IT	Zoom & PayPal subscription/screen repair	6/23/2025	7/8/2025
CORPPAY	50251888 542200	INET Internet Network Services	2025	7	INV	P	842.44	85119 6/25 FL	Secondary Internet Service	6/23/2025	7/8/2025
CORPPAY	51051821 531300	Repair & Maintenance Supplies	2025	7	INV	P	937.06	85119 6/25 DH	Innertubes/Licensing/Tap Plastic Cut Piece	6/23/2025	7/8/2025
GRAINGER	40253580 531300	Repair & Maintenance Supplies	2025	7	INV	P	137.75	85120 9530054643	Spray Gun for Chlorine on Clarifiers	6/5/2025	7/8/2025
GRAINGER	40253580 531300	Repair & Maintenance Supplies	2025	7	INV	P	56.18	85120 9530650630	Spray Gun for Chlorine on Clarifiers	6/5/2025	7/8/2025
HCI	40253585 541000	Professional Svcs - General	2025	7	INV	P	763.94	85121 14536722	Sensor Calibrations	6/12/2025	7/8/2025
Jamie Levenson	PAR34730 347301	Recreational Activity Fees	2025	7	INV	P	15.00	85122 RE J. Levenson	Refund overpayment on park rental	6/17/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	1,126.57	85123 068211	June 2025 ER&R asset replacement parts (6400 Fleet	5/27/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	30.80	85123 068221	June 2025 ER&R asset replacement parts (6400 Fleet	5/27/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	324.01	85123 068315	June 2025 ER&R asset replacement parts (6400 Fleet	5/28/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	121.07	85123 068568	June 2025 ER&R asset replacement parts (6400 Fleet	5/30/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	101.98	85123 068872	June 2025 ER&R asset replacement parts (6400 Fleet	6/2/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	136.66	85123 068985	June 2025 ER&R asset replacement parts (6400 Fleet	6/3/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	196.02	85123 068986	June 2025 ER&R asset replacement parts (6400 Fleet	6/3/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	397.27	85123 069020	June 2025 ER&R asset replacement parts (6400 Fleet	6/3/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	41.48	85123 069054	June 2025 ER&R asset replacement parts (6400 Fleet	6/3/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	146.46	85123 069207	June 2025 ER&R asset replacement parts (6400 Fleet	6/5/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	420.76	85123 069208	June 2025 ER&R asset replacement parts (6400 Fleet	6/5/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	32.73	85123 069239	June 2025 ER&R asset replacement parts (6400 Fleet	6/5/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	32.73	85123 069260	June 2025 ER&R asset replacement parts (6400 Fleet	6/5/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	44.23	85123 069464	June 2025 ER&R asset replacement parts (6400 Fleet	6/6/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	44.23	85123 069478	June 2025 ER&R asset replacement parts (6400 Fleet	6/6/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	297.44	85123 069769	June 2025 ER&R asset replacement parts (6400 Fleet	6/10/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	168.23	85123 069789	June 2025 ER&R asset replacement parts (6400 Fleet	6/10/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	217.72	85123 070084	June 2025 ER&R asset replacement parts (6400 Fleet	6/12/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	315.41	85123 070465	June 2025 ER&R asset replacement parts (6400 Fleet	6/16/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	489.68	85123 070516	June 2025 ER&R asset replacement parts (6400 Fleet	6/17/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	155.49	85123 070900	June 2025 ER&R asset replacement parts (6400 Fleet	6/20/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	84.44	85123 070936	June 2025 ER&R asset replacement parts (6400 Fleet	6/20/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	2,239.71	85123 071175	June 2025 ER&R asset replacement parts (6400 Fleet	6/23/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	687.31	85123 071193	June 2025 ER&R asset replacement parts (6400 Fleet	6/23/2025	7/8/2025
NB AUTOF	50154868 531301	Repair Parts	2025	7	INV	P	197.74	85123 071417	June 2025 ER&R asset replacement parts (6400 Fleet	6/25/2025	7/8/2025
RODARTE	41750935 563000	384th St - Const	2025	7	INV	P	10,385.90	85124 8	384th Ave Sewer construction Inv. 8	5/5/2025	7/8/2025
Ruiz and Smart	NON34181 341810	Copies & Public Records Fees	2025	7	INV	P	401.68	85125 RE Ruiz and Smart	PRR 25-0098 Refund	6/10/2025	7/8/2025
WLACE	40253580 531340	Custodial & Cleaning Supplies	2025	7	INV	P	62.54	85126 15315420	Grounds Keeping Work	6/17/2025	7/8/2025

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$117,526.98

For claims warrants numbered 85128 through 85134 & dated 7/10/2025

BERGER	31126060 541076	Riverwalk Phase I - Design	2025	7	INV	P	16,083.95	85128 0000037707	Riverwalk NW of Sandy Cove - Design/Engineering	5/19/2025	7/10/2025
BERGER	31126060 541076	Riverwalk Phase I - Design	2025	7	INV	P	83,787.08	85128 0000037802	Riverwalk NW of Sandy Cove - Design/Engineering	6/26/2025	7/10/2025
BVFF	VOL52220 522100	Employee Pensions	2025	7	INV	P	1,350.00	85129 6/17/2025	Annual Pension Fee/Disability Fee - 15 Volunteers	6/17/2025	7/10/2025
BVFF	VOL52220 522100	Employee Pensions	2025	7	INV	P	180.00	85129 6/6/2025	2024 BVFF Pension Fees West, Ouzts, Siriski	6/6/2025	7/10/2025
BVFF	VOL52220 522150	VFFRPF Volunteer DisabilityFee	2025	7	INV	P	750.00	85129 6/17/2025	Annual Pension Fee/Disability Fee - 15 Volunteers	6/17/2025	7/10/2025
BVFF	VOL52220 522150	VFFRPF Volunteer DisabilityFee	2025	7	INV	P	90.00	85129 6/6/2025	2024 BVFF Pension Fees West, Ouzts, Siriski	6/6/2025	7/10/2025
CONB	COU51160 543000	Training & Travel	2025	7	INV	P	177.92	85130 2025-04	Snoqualmie Vally Gov't Assoc. Mtg May 2025	6/30/2025	7/10/2025

Perteet Eng	PLN55860 541040	Engineering Services	2025	7	INV	P	492.50	85131 00023042.0000-251	Task 2500 Annual NPDES Reporting Assistance	4/7/2025	7/10/2025
Perteet Eng	PLN55861 541040	Engineering Services	2025	7	INV	P	11,181.15	85131 00023042.0000-251	Task 2500 Annual NPDES Reporting Assistance	4/7/2025	7/10/2025
Pye Barker	40153481 548000	Repair & Maintenance Services	2025	7	INV	P	120.12	85132 INV00613742	Quarterly Fire Alarm Monitoring -Water Dept	7/1/2025	7/10/2025
Pye Barker	51051821 548000	Repair & Maintenance Services	2025	7	INV	P	305.76	85132 INV00613685	Fire & Burg. Alarm Monitoring and Service	7/1/2025	7/10/2025
Pye Barker	51051821 548000	Repair & Maintenance Services	2025	7	INV	P	310.13	85132 INV00613686	Fire & Burg. Alarm Monitoring & Service/Police St.	7/1/2025	7/10/2025
Pye Barker	51051821 548000	Repair & Maintenance Services	2025	7	INV	P	291.57	85132 INV00613687	Fire & Burg. Alarm Monitoring & Service/City Hall	7/1/2025	7/10/2025
Pye Barker	51051821 548000	Repair & Maintenance Services	2025	7	INV	P	255.53	85132 INV00613741	Fire & Burg. Alarm Monitoring & Service/PW	7/1/2025	7/10/2025
ROBERT HALF	FIN51423 541190	Temporary Agency Personnel	2025	7	INV	P	2,015.15	85133 65134413	M Barnett - Payroll Specialist Support (Retro Pay)	7/1/2025	7/10/2025
WLACE	STR54230 531300	Repair & Maintenance Supplies	2025	7	INV	P	26.15	85134 15315492	Concrete Mix	6/25/2025	7/10/2025
WLACE	40153481 531300	Repair & Maintenance Supplies	2025	7	INV	P	49.06	85134 15314469	Batteries	2/28/2025	7/10/2025
WLACE	40153481 531300	Repair & Maintenance Supplies	2025	7	INV	P	60.91	85134 15314770	Fence Repair Materials	4/8/2025	7/10/2025

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$8,939.48

For claims warrants numbered 85135 through 85140 & dated 7/10/2025

Dimartino	63123150 231500	Undistributed Payroll Deductns	2025	6	INV	P	504.00	85135 11298	Life/AD&D - Fire	6/6/2025	7/10/2025
IAFF - Political	63123150 231500	Undistributed Payroll Deductns	2025	6	INV	P	4.18	85136 11289	IAFF Payroll Contribution	6/6/2025	7/10/2025
IAFF Local 1762	63123150 231500	Undistributed Payroll Deductns	2025	6	INV	P	3,876.30	85137 11290	Dues - Fire 6/2025	6/6/2025	7/10/2025
SNOQ POLICE ASSN	63123150 231500	Undistributed Payroll Deductns	2025	6	INV	P	2,050.00	85138 11296	Assoc. Dues - Police	6/6/2025	7/10/2025
WSCFF	63123150 231500	Undistributed Payroll Deductns	2025	6	INV	P	1,200.00	85139 11295	Medical expense reimb. Program - Fire	6/6/2025	7/10/2025
WSPMT	63123150 231500	Undistributed Payroll Deductns	2025	6	INV	P	1,305.00	85140 11301	Long Term Disability - Police	6/6/2025	7/10/2025

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$720,609

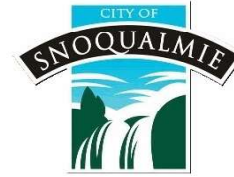
For claims warrants numbered 2025088 through 2025102 & dated 7/10/2025

AWC Benefits	63123150 231500	Undistributed Payroll Deductns	2025	6	DIR	P	178,533.82	2025088 11288	Health/Disab Benefits	6/6/2025	7/10/2025
DSHS	63123150 231500	Undistributed Payroll Deductns	2025	6	DIR	P	500.00	2025089 11291	Child Support	6/6/2025	7/10/2025
Voya	63123150 231500	Undistributed Payroll Deductns	2025	6	DIR	P	225.00	2025090 11292	Deferred Compensation Program	6/6/2025	7/10/2025
ICMA - Mission Sq	63123150 231500	Undistributed Payroll Deductns	2025	6	DIR	P	5,839.72	2025091 11293	Deferred Compensation Program	6/6/2025	7/10/2025
AFLAC	63123150 231500	Undistributed Payroll Deductns	2025	6	DIR	P	78.13	2025092 11294	AFLAC insurance for one employee	6/6/2025	7/10/2025
DRS	63123150 231500	Undistributed Payroll Deductns	2025	6	DIR	P	110,299.44	2025093 11297	DRS Pension/DCP	6/6/2025	7/10/2025
NWFFT Trust	63123150 231500	Undistributed Payroll Deductns	2025	6	DIR	P	37,640.99	2025094 11299	Health Benefits - Fire	6/6/2025	7/10/2025
NAVIA AP	63423150 231500	Undistributed Payroll Deductns	2025	6	DIR	P	416.67	2025095 11300	Flexible Spending Account	6/6/2025	7/10/2025
EFTPS	63123150 231500	Undistributed Payroll Deductns	2025	6	DIR	P	144,853.09	2025096 11302	IRS Tax Deposit	6/6/2025	7/10/2025
DSHS	63123150 231500	Undistributed Payroll Deductns	2025	6	DIR	P	500.00	2025097 11536	Child Support	6/23/2025	7/10/2025
Voya	63123150 231500	Undistributed Payroll Deductns	2025	6	DIR	P	225.00	2025098 11537	Deferred Compensation Program	6/23/2025	7/10/2025
ICMA - Mission Sq	63123150 231500	Undistributed Payroll Deductns	2025	6	DIR	P	5,942.64	2025099 11538	Deferred Compensation Program	6/23/2025	7/10/2025
DRS	63123150 231500	Undistributed Payroll Deductns	2025	6	DIR	P	103,546.17	2025100 11539	DRS Pension/DCP	6/23/2025	7/10/2025
NAVIA AP	63423150 231500	Undistributed Payroll Deductns	2025	6	DIR	P	416.67	2025101 11540	Flexible Spending Account	6/23/2025	7/10/2025
EFTPS	63123150 231500	Undistributed Payroll Deductns	2025	6	DIR	P	132,008.33	2025102 11541	IRS Tax Deposit	6/23/2025	7/10/2025

Accounts Payable

Blanket Voucher Approval Document

User: ITreptow
 Printed: 07/14/2025 - 11:13AM
 Warrant Request Date: 7/14/2025
 DAC Fund:



Batch: 00001.07.2025 - UB Refunds 7/14/25

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$ 2,440.94,
 for claims warrants numbered 62890 through 62900 & dated 7/14/2025.

Line	Claimant	Voucher No.	Amount
1	Shephard,Riley	000062899	4.62
2	Davies,Richard	000062893	247.05
3	Ashok,Abishek	000062890	185.61
4	Rim,Jisook	000062896	168.45
5	Hausheer,Cathleen	000062894	264.25
6	Baek,Jong ho	000062891	137.03
7	Humphrey,Leah	000062895	239.03
8	Ross,Hunter	000062898	280.90
9	Wardell,Nahkole	000062900	471.28
10	Bingham,Warren & Amanda	000062892	174.14
11	Rogell,Yvonne	000062897	268.58
Page Total:			\$2,440.94
Grand Total:			\$2,440.94

Accounts Payable

Check Detail

User: ITreptow
Printed: 07/16/2025 - 8:22AM



Item 2.

Check Number	Check Date			Amount
UB*03311 - Shephard, Riley Line Item Account				
62899	07/14/2025	Inv		
		<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
		07/10/2025	Refund Check	401-00-000-213-10-00-000
				4.62
		Inv Total		4.62
62899 Total:				4.62
UB*03311 - Shephard, Riley Total:				4.62
UB*03342 - Davies, Richard Line Item Account				
62893	07/14/2025	Inv		
		<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
		07/10/2025	Refund Check	401-00-000-213-10-00-000
				247.05
		Inv Total		247.05
62893 Total:				247.05
UB*03342 - Davies, Richard Total:				247.05
UB*03343 - Ashok, Abishek Line Item Account				
62890	07/14/2025	Inv		
		<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
		07/10/2025	Refund Check	001-00-000-213-10-00-000
				0.15
		07/10/2025	Refund Check	402-00-000-213-10-00-000
				2.93
		07/10/2025	Refund Check	001-00-000-213-10-00-000
				0.09
		07/10/2025	Refund Check	001-00-000-213-10-00-000
				0.26
		07/10/2025	Refund Check	403-00-000-213-10-00-000
				0.98
		07/10/2025	Refund Check	401-00-000-213-10-00-000
				181.20
		Inv Total		185.61
62890 Total:				185.61

UB*03343 - Ashok, Abishek Total:

185.61**UB*03344 - Rim, Jisook Line Item Account**

62896 07/14/2025

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/10/2025	Refund Check	401-00-000-213-10-00-000	168.45

Inv Total	168.45
-----------	--------

62896 Total:

168.45**UB*03344 - Rim, Jisook Total:**

168.45**UB*03345 - Hausheer, Cathleen Line Item Account**

62894 07/14/2025

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/10/2025	Refund Check	401-00-000-213-10-00-000	264.25

Inv Total	264.25
-----------	--------

62894 Total:

264.25**UB*03345 - Hausheer, Cathleen Total:**

264.25**UB*03346 - Baek, Jong ho Line Item Account**

62891 07/14/2025

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/10/2025	Refund Check	401-00-000-213-10-00-000	137.03

Inv Total	137.03
-----------	--------

62891 Total:

137.03**UB*03346 - Baek, Jong ho Total:**

137.03**UB*03347 - Humphrey, Leah Line Item Account**

62895 07/14/2025

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/10/2025	Refund Check	401-00-000-213-10-00-000	239.03

Inv Total	239.03
-----------	--------

62895 Total:

239.03

UB*03347 - Humphrey, Leah Total:

239.03

UB*03348 - Ross, Hunter Line Item Account

62898 07/14/2025

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/10/2025	Refund Check	401-00-000-213-10-00-000	280.90

Inv Total

280.90

62898 Total:

280.90

UB*03348 - Ross, Hunter Total:

280.90

UB*03349 - Wardell, Nahkole Line Item Account

62900 07/14/2025

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/10/2025	Refund Check	401-00-000-213-10-00-000	471.28

Inv Total

471.28

62900 Total:

471.28

UB*03349 - Wardell, Nahkole Total:

471.28

UB*03350 - Bingham, Warren & Amanda Line Item Account

62892 07/14/2025

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/10/2025	Refund Check	401-00-000-213-10-00-000	174.14

Inv Total

174.14

62892 Total:

174.14

UB*03350 - Bingham, Warren & Amanda Total:

174.14

UB*03351 - Rogell, Yvonne Line Item Account

62897 07/14/2025

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/10/2025	Refund Check	403-00-000-213-10-00-000	46.90
07/10/2025	Refund Check	001-00-000-213-10-00-000	4.23

Check Number Check Date

A

Item 2.

07/10/2025	Refund Check	402-00-000-213-10-00-000	136.16
07/10/2025	Refund Check	401-00-000-213-10-00-000	63.34
07/10/2025	Refund Check	001-00-000-213-10-00-000	5.70
07/10/2025	Refund Check	001-00-000-213-10-00-000	12.25
Inv Total			268.58
62897 Total:			<div>268.58</div>
UB*03351 - Rogell, Yvonne Total:			<div>268.58</div>
Total:			<div>2,440.94</div>

ADVICE REGISTER - SEMI MONTH

WARRANT: 250707 From: 06/16/2025 To: 06/30/2025

NAME	CHK #	NET PAY
AHMED, HIND	000001407	4,151.18
BAILEY, MICHAEL	000001408	5,816.27
BARNET, RYAN	000001409	4,582.77
BATTLES, JASON	000001410	4,591.84
BEACH, LYLE	000001411	4,384.21
BENNETT, PHILIP	000001412	4,918.33
BENSON, ETHAN	000001413	494.89
BETTS, JIMMIE L	000001414	3,191.22
BLACK, MELINDA	000001415	3,276.01
BOSTICK, MAX	000001416	5,444.36
BOUTA, ANDREW	000001417	4,889.52
BROWN, CHRIS E	000001418	4,281.56
BRUMFIELD, SAMANTHA	000001419	3,032.23
BUELNA, REBECCA	000001420	2,912.53
BUERGI, DANIEL R	000001421	3,810.01
BURKE, DENA	000001422	5,350.18
BYRD, TYLER D	000001423	3,299.35
CHAMBLESS, MICHAEL	000001424	6,276.62
CHRISTENSEN, CARA	000001425	498.04
COOPER, JOHN	000001426	3,873.35
COTTON, CATHERINE	000001427	494.89
DALZIEL, RYAN A	000001428	2,970.76
DAVIS, RAMONA	000001429	4,664.57
DEAN, DEANA L	000001430	4,177.83
DEWAR, MILES Z	000001431	2,271.24
DUDDLES, MARTHA J	000001432	2,884.20
ECKER, BRENDON J	000001433	2,334.26
FLORIDA, HEATHER K	000001434	2,945.70
FOUTS, JACOB T	000001435	4,164.54
FRY, PATRICK	000001436	4,323.22
GAMBLE, DYLAN A	000001437	3,087.89
GEORGE, JASON A	000001438	4,604.79
GUTWEIN, AUSTIN D	000001439	4,790.09
HALBERT, KEVIN F	000001440	3,087.10
HALL, JAEDON E	000001441	2,773.56
HAMLIN, JEFFREY T	000001442	4,668.72
HARRIS, DONALD I	000001443	4,431.46
HAWK, DALTON J	000001444	3,553.72
HAWKINS, JACKSON C	000001445	1,216.61
HAWKINS, WILLIAM	000001446	1,103.44
HEATH, GREGORY Q	000001447	3,137.79
HEBEL, RICHARD	000001448	2,992.36
HEDGER, MATTHEW	000001449	4,203.55
HENDERSON, KYLA A	000001450	3,349.77
HENDRICKS, CORY D	000001451	3,516.28
HILTON, AUSTIN	000001452	2,690.13
HOLDEN, TANIA L	000001453	3,084.08
HOLLOWAY, BRYAN	000001454	544.98
HOLMES, CHASE W	000001455	2,387.50
HOLMES, THOMAS E	000001456	6,230.90
HOREJSI, GARY W	000001457	4,319.99
HOYLA, KOBE R	000001458	3,025.22
HUGHES, JENNIFER L	000001459	3,666.59

ADVICE REGISTER - SEMI MONTH

WARRANT: 250707 From: 06/16/2025 To: 06/30/2025

NAME	CHK #	NET PAY
IVERSON, CHRISTINE L	000001460	0.00
JOHNSON, JOLYON M	000001461	494.89
JOHNSON, KIMBERLY G	000001462	3,840.80
JONGEKRYG, ANDREW P	000001463	2,683.54
KNOWLES, KENNETH	000001464	3,532.18
LACROIX, LAFLECHE	000001465	4,538.43
LASSWELL, ROBERT	000001466	7,113.02
LATHAM, ANDREW F	000001467	2,924.53
LATHROP, NICHOLAS S	000001468	3,775.64
LEMOINE, BLAKE S	000001469	2,695.55
LIEBETRAU, MICHAEL K	000001470	2,690.35
LOEHNDORF, SCOTT A	000001471	3,170.60
LOSVAR, DYLAN	000001472	2,735.61
MACVICAR, NEIL S	000001473	3,174.66
MAINSTONE, BRIAN R	000001474	3,267.87
MARKWARDT, KYLE C	000001475	3,109.82
MCCALL, DANNA M	000001476	3,611.40
MEADOWS, JOSEPH R	000001477	5,607.02
MENDOZA-MARTINEZ, SUZETTE Y	000001478	1,481.51
MILLER, CRAIG	000001479	17,425.19
MILLER, MATTHEW L	000001480	2,888.85
MOATE, DANIEL W	000001481	5,969.40
NEAL, RYAN T	000001482	3,346.33
O'DONNELL, PETER A	000001483	4,448.60
O'NEIL, KERRY K	000001484	2,671.09
OCEGUEDA, JUAN M	000001485	3,042.34
OROZCO, JORGE	000001486	3,244.37
ORRE, ASHLEY K	000001487	1,951.34
OWENS, JACK T	000001488	3,047.15
PARKER, BENJAMIN T	000001489	5,304.00
PETER, MICHAEL H	000001490	4,452.10
PHAM, THAI Q	000001491	3,011.76
QUADE, JOAN E	000001492	2,389.43
RAMOS, DAMIAN	000001493	3,367.81
RASMUSSEN, ERIK R	000001494	3,347.42
REN, JUSTIN K	000001495	3,105.85
ROSS, KATHERINE G	000001496	2,173.66
SANDIN, KEVIN	000001497	2,465.23
SCHANNAUER, WYATT	000001498	3,779.10
SCHUMANN, ZACHARY J	000001499	3,308.68
SHINN, TODD	000001500	4,457.12
SMITH, CHASE A	000001501	6,442.35
SNYDER, KEVIN S	000001502	3,738.27
SPEARS, JOSEPH E	000001503	3,758.08
STEWART, JAKE R	000001504	2,360.51
TOZIER, THERESA M	000001505	3,395.19
TREPTOW, ILYSE	000001506	3,572.38
TYE, SHERRI	000001507	2,991.47
VINING, ANDREW E	000001508	4,039.05
VLADIS, DMITRIY	000001509	4,894.22
WALKER, JANNA L	000001510	3,579.01
WASHINGTON, LOUIS R	000001511	394.89
WEISS, JASON A	000001512	5,922.85

ADVICE REGISTER - SEMI MONTH

WARRANT: 250707 From: 06/16/2025 To: 06/30/2025

NAME	CHK #	NET PAY
WERRE, CHRISTOPHER T	000001513	4,711.66
WEST, MATTHEW A	000001514	4,960.08
WESTMAN, JESSE	000001515	2,956.87
WIEBE, NICOLE H	000001516	2,837.43
WILSON, CHRISTOPHER A	000001517	3,156.95
WOLFE, ALBERT R	000001518	4,630.34
WOTTON, ROBERT	000001519	344.89
YANG, DONG	000001520	4,790.24
Total Deposits: 114		409,893.17

** END OF REPORT - Generated by Ilyse Treptow **






Claims Approval F&A 7-22-25, CM 7-28-25

Final Audit Report

2025-07-16

Created:	2025-07-16
By:	Ilyse Treptow (itreptow@snoqualmiewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAryYu8TxejKhPJTX-4MLHgpOCx9rvM45c

"Claims Approval F&A 7-22-25, CM 7-28-25" History

-  Document created by Ilyse Treptow (itreptow@snoqualmiewa.gov)
2025-07-16 - 3:27:30 PM GMT
-  Document emailed to Drew Bouta (dbouta@snoqualmiewa.gov) for signature
2025-07-16 - 3:28:16 PM GMT
-  Email viewed by Drew Bouta (dbouta@snoqualmiewa.gov)
2025-07-16 - 3:58:48 PM GMT
-  Document e-signed by Drew Bouta (dbouta@snoqualmiewa.gov)
Signature Date: 2025-07-16 - 6:07:49 PM GMT - Time Source: server
-  Agreement completed.
2025-07-16 - 6:07:49 PM GMT

Council Agenda Bill

AB Number

AB25-071

Agenda Bill Information

Title *

Resolution Adopting Flag Policy

Action *

Motion

Council Agenda Section

Committee Report

Council Meeting Date *

07/28/2025

Staff Member

Deana Dean

Department *

Legal

Committee

Finance and Administration

Committee Date

07/22/2025

Exhibits

Packet Attachments - if any

x2 DRAFT Resolution - Flag Policy 20250716.docx

16.12KB

x1 DRAFT Flag Policy 20250716.docx

44.81KB

Summary

Introduction *

Brief summary.

Administration seeks Council direction and policy regarding which flags are to be flown at city facilities and when flags should be flown at half staff.

Proposed Motion

Move to adopt Resolution XXXX adopting a Flag Policy.

Background/Overview *

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

The city does not currently have a policy regarding when or how flags are flown or lowered to half staff, both inside and outside city facilities. Administration is seeking a policy consistent with state and federal law which would provide staff guidance and department responsibility.

It is not the intent that this policy serve as a forum for free expression by the public, but rather as a non-public forum for the display of flags as required by law and/or for the expression of the city's official government speech.

Analysis*

Currently the American Flag is flown outside city facilities. The American Flag, Washington State Flag, and City of Snoqualmie Flag are flown inside Council Chambers.

Budgetary Status*

This action has no budgetary implications.



City of Snoqualmie
Flag Policy

Adopted:	Effective Date:	Approved By:
Repeals and Replaces: N/A		
Policy Expires: N/A	Related Policies: N/A	Authorized Signature: _____

PURPOSE

The purpose of the Flag Policy is to establish provisions governing the display of flags both inside and outside of city facilities.

POLICY

Display of Flags On City Facilities

- A. Flags shall be displayed on city facilities in accordance with Federal and State statutes and regulations, including but not limited to, United States Code (4 U.S.C. Ch.1) Revised Code of Washington (RCW 35A.21.180, RCW 1.20.017, RCW 1.20.015) which governs display of the United States flag, the Washington State flag, and the POW/MIA flag.
- B. In addition to the flags mentioned above, the following flags may be displayed on a permanent or temporary basis on city facilities as directed and approved by the Mayor:
 - a. City of Snoqualmie flag;
 - b. Other government agency flag (for example: a county or other city's flag);
 - c. Federally recognized sovereign entity flag (with the entity's consent and direction on flag handling and etiquette);
 - d. Flag received for awards for which the city has applied (for example: Tree City flag);
 - e. Flag celebrating the accomplishments of Mount Si High School;
 - f. The PRIDE Commemorative flag;
 - g. The Juneteenth Commemorative flag.

The flags listed in this subsection, and no others, may be flown at the sole discretion of the Mayor.

- C. Raising flags is an expression of government sentiment, constitutes government speech, and does not open up any city facility or property as a forum for public or limited public participation.
- D. When feasible, procured flags should be made in the United States.

Lowering Flags to Half-Staff

- A. The city may lower flags to half-staff on the following limited occasions:
 - a. Peace Officers Memorial Day (May 15th).
 - b. Memorial Day (last Monday in May).
 - c. Patriot Day (September 11th).
 - d. National Pearl Harbor Remembrance Day (December 7th).
 - e. In the event of the death of a principal federal or state government official.
 - f. In the event of the death of a city employee or official.
 - g. In the event of the death of a member of the public safety community, killed in the line of duty.
 - h. In the event of the death of a member of the armed forces from Washington State while serving on active duty.
 - i. At the direction of the President of the United States.
 - j. At the request of the Governor of the State of Washington.
- B. Unless otherwise directed by the Mayor, or by order of the President of the United States or Governor of the State of Washington, flags will be lowered to half-staff for the following durations:
 - a. One day to commemorate Peace Officers Memorial Day, Memorial Day, Patriot Day and National Pearl Harbor Remembrance Day.
 - b. Upon notification and raised at 5:00 pm day of service for a member of the public safety community killed in the line of duty.
 - c. Flags will be lowered to half-staff for no more than seven days on all other occasions.
- C. Lowering Responsibilities:
 - a. The Police Department has the responsibility for lowering and raising the flags for the Police Department.
 - b. The Fire Department has the responsibility for lowering and raising the flags for the Fire Department.
 - c. The Parks & Public Works Department has the responsibility for lowering and raising the flags for City Hall and any other city properties.

This policy may only be amended by city council resolution.

RESOLUTION NO. XXXX**A RESOLUTION OF THE CITY OF SNOQUALMIE,
WASHINGTON, ADOPTING A FLAG POLICY.**

WHEREAS, the City of Snoqualmie (City) does not currently have a policy regarding when and how flags are flown or lowered to half-staff inside and outside city facilities; and

WHEREAS, the City Council wishes to memorialize current practices and establish a flag policy consistent with state and federal law; and

WHEREAS, the City Council declares and affirms that flagpoles or other flag displays on City of Snoqualmie property are not intended to serve as a forum for free expression by the public, but rather as a non-public forum for the display of flags as required by law, for the expression of the City's official government speech, or both.

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

SECTION 1. Flag Policy Approved. The City of Snoqualmie Flag Policy, attached as Exhibit A, and incorporated by this reference, is hereby approved and adopted.

SECTION 2. Severability. If any section, paragraph, sentence, clause, or phrase of this resolution, or its application to any person or situation, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this resolution be pre-empted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this resolution or its application to other persons or situation.

SECTION 3. Corrections. Upon approval of the city attorney, the city clerk is authorized to make any necessary corrections to this resolution including, but not limited to, the correction of scrivener's/clerical errors, references, resolution numbering, section/subsection numbers, and any reference hereto.

SECTION 4. Ratification. Any act consistent with the authority and prior to the effective date of this resolution is hereby ratified and affirmed.

SECTION 5. Effective Date. This resolution shall be effective immediately upon passage.

PASSED by the City Council of the City of Snoqualmie, Washington, this ____ day of _____
2025.

Katherine Ross, Mayor

Attest:

Approved as to form:

Deana Dean, City Clerk

Dena Burke, City Attorney



CITY COUNCIL ROUNDTABLE MEETING, 6:00 PM
CITY COUNCIL REGULAR MEETING, 7:00 PM
Monday, July 28, 2025
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

EXECUTIVE SESSION

1. Executive Session pursuant to RCW 42.30.110(1)(i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

ADJOURNMENT

REGULAR AGENDA, 7 PM

CALL TO ORDER & ROLL CALL

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

PUBLIC HEARINGS, PRESENTATIONS, PROCLAMATIONS, AND APPOINTMENTS

Presentations

2. Parks & Events Commission Update

PUBLIC COMMENTS AND REQUESTS FOR ITEMS NOT ON THE AGENDA

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

CONSENT AGENDA

3. Approve the City Council Meeting Minutes dated July 14, 2025.
4. Approve the Claims Report dated July 28, 2025.

ORDINANCES

COMMITTEE REPORTS

Public Safety Committee:

5. Fire Department 2nd Quarter Accreditation Report

Proposed Action: Information Only.

Community Development Committee:

Parks & Public Works Committee:

Finance & Administration Committee:

6. **AB25-071:** Flag Policy

Proposed Action:

Committee of the Whole:

REPORTS

7. Mayor's Report
8. Commission/Committee Liaison Reports

EXECUTIVE SESSION

9. Executive Session pursuant to RCW 42.30.110(1)(i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

ADJOURNMENT

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

DRAFT