



CITY COUNCIL ROUNDTABLE HYBRID MEETING, 6:00 PM
CITY COUNCIL REGULAR HYBRID MEETING, 7:00 PM
Monday, November 27, 2023
Snoqualmie City Hall, 38624 SE River Street & Zoom

MAYOR & COUNCIL MEMBERS

Mayor Katherine Ross

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

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

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ROUNDTABLE AGENDA, 6 PM

CALL TO ORDER & ROLL CALL

AGENDA APPROVAL

SPECIAL BUSINESS

1. **AB23-141:** Utility Fiscal Health and Rate Study Adjustment

Proposed Action: Presentation and Discussion.

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. **AB23-139:** Police Chief Confirmation and Oath of Office

Proposed Action: Move to confirm the Mayor's appointment of Brian Lynch as the City of Snoqualmie Police Chief effective December 1, 2023.

3. Swearing In - Police Officer Michael Peter

Presentations

4. Department of Ecology Outstanding Performance Award 2022

5. King County Re+ Award

Proclamations

PUBLIC COMMENTS AND REQUESTS FOR ITEMS NOT ON THE AGENDA

CONSENT AGENDA

6. Approve the City Council Meeting Minutes dated November 13, 2023.

7. Approve the Claims Approval Report dated November 27, 2023.

8. **AB23-140:** Resolution Adopting Snoqualmie Valley School District 2023-2028 Capital Facilities Plan

ORDINANCES

9. **AB23-123:** The Property Tax Levy Ordinance (Levying Property Taxes)

Proposed Action: Second Reading of Ordinance 1281. Move to adopt Ordinance 1281 Levying Regular Property Taxes for the fiscal year commencing January 1, 2024 on all property both real and personal in the City of Snoqualmie which is subject to taxation for the purpose of providing sufficient revenue to the City for the ensuing year; and providing for severability and an effective date.

10. **AB23-124:** The Increase Ordinance (Certifying an Increase in Property Taxes)

Proposed Action: Second Reading of Ordinance 1282. Move to adopt Ordinance No. 1282 certifying an increase in the regular property tax revenue for the fiscal year commencing January 1, 2024 on all property both real and personal in the City of Snoqualmie which is subject to taxation for the purpose of providing sufficient revenue to the City for the ensuing year; and providing for severability and an effective date.

11. **AB23-132:** 2023-2024 Mid-Biennial Budget Amendment

Proposed Action: Second Reading of Ordinance 1278. Move to adopt Ordinance 1278 amending the 2023-2024 Biennial Budget

12. **AB23-136:** Ordinance Adopting Snoqualmie Valley School District School Impact Fees for 2024

Proposed Action: First Reading of Ordinance 1283.

13. **AB23-141:** Utility Fiscal Health and Rate Study Adjustment

Proposed Action: First Reading of Ordinance 1284.

COMMITTEE REPORTS

Public Safety Committee:

Community Development Committee:

[14.](#) **AB23-137:** Annual Floodplain Management and Repetitive Loss Plan

Proposed Action: No action. Discussion only.

Parks & Public Works Committee:

15. Community Center Presentation

Finance & Administration Committee:

16. Revenue Options Presentation

Committee of the Whole:

REPORTS

17. Mayor's Report

18. Commission/Committee Liaison Reports

19. Council Regional Liaison Updates

EXECUTIVE SESSION

20. Executive Session pursuant to RCW 42.30.110(1)(b) To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price or (c) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public.

ADJOURNMENT



BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

AB23-141
November 27, 2023
Ordinance

Item 1.

AGENDA BILL INFORMATION

TITLE:	2024 Utility Fiscal Health and Rate Study Adjustment	<input type="checkbox"/> Discussion Only
PROPOSED ACTION:	Update Utility Rates for 2024	<input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

REVIEW:	Department Director	Jeff Hamlin	11/22/2023
	Finance	Janna Walker	11/22/2023
	Legal	David Linehan	Click or tap to enter a date.
	City Administrator	Mike Chambless	Click or tap to enter a date.

DEPARTMENT:	Parks & Public Works		
	STAFF: Dylan Gamble, CIP Manager		
	COMMITTEE: Finance & Administration		COMMITTEE DATE: November 21, 2023
	EXHIBITS: 1. Ordinance 1284 2. Snoqualmie 2024 Fiscal Health Review		

AMOUNT OF EXPENDITURE	\$ n/a
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUESTED	\$ n/a

SUMMARY

INTRODUCTION

Review and recommend action based on utility rate increases for 2024 based on a 2024 Fiscal Health Utility Rates review by FCS Group.

LEGISLATIVE HISTORY

In June of 2020, City of Snoqualmie Council approved an agreement with Financial Consulting Solutions (FCS) Group to conduct a Utility Rate Study and General Facilities Charges Update for the City's combined utility. Since the adoption of Ordinance 1248, the product of the 2021 Rate study effort, the City has maintained the Utility Rates increases accordingly.

BACKGROUND

FCS Group, in collaboration with the Administration, has worked to define the overall revenue needs of the combined utility, evaluate the cost to provide service to each customer class, determine the one-time charge

imposed on new development as a condition of service, and develop rates reflecting the fiscal sustainability and equity goals of Council. Council requested a review and recommendation to reduce the negative budgetary impacts of increased inflation to capital projects since the 2021 Utility Rate Study.

ANALYSIS

A 2024 updated fiscal health report will present several alternative funding strategies and rates for Committee/Council Review.

NEXT STEPS

Following any decision made as part of the 2024 fiscal health review and utility rate study, staff will begin work on the 2025-2030 Utility Rate Study. This document and process will be a complete review of the utility rates maintained by the City's Utilities.

PROPOSED ACTION

Direction Needed:

- **Hold Utility rate changes to the existing Utility Rate Study Amounts for each utility**
- **Increase Utility rates to recommended amounts as shown in Ordinance 1248**

ORDINANCE NO. 1284**AN ORDINANCE OF THE CITY OF SNOQUALMIE, WASHINGTON, ESTABLISHING RATES AND GENERAL FACILITIES CHARGES FOR THE CITY'S COMBINED UTILITY FOR THE YEARS 2021 THROUGH 2026, AMENDING SNOQUALMIE MUNICIPAL CODE SECTIONS 13.04.384, 13.08.010, 13.08.090, 13.10.045, 13.12.010, 13.12.038, 13.12.040(G); AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE**

WHEREAS, the City of Snoqualmie operates a combined water, wastewater and stormwater utility pursuant to RCW 35A.80.010 and Chapters 35.67 and 35.92 RCW; and

WHEREAS, water, sewer, and storm water services provided by the combined utility of the City of Snoqualmie are critical to the health and welfare of the citizens of the City; and

WHEREAS, the City produces Class A reclaimed water as a by-product of its wastewater treatment process and delivers it to a reservoir (Eagle Lake) for use by the City's bulk rate customers; and

WHEREAS, pursuant to the Growth Management Act, Ch. 36.70A RCW, the City has adopted a GMA Comprehensive Plan, entitled Snoqualmie 2032, which describes the city that residents wish to leave to future generations, expresses goals and policies to guide that vision, provides a generalized land use plan for the city and its urban growth area providing for the existing population as well as the population and employment growth anticipated to occur through the year 2032, establishes the foundation for implementing programs and regulations, and provides a guide for city budgeting; and

WHEREAS, as required by law, Snoqualmie 2032 also includes a Capital Facilities and Utilities Elements, which (a) identify the general location, proposed location, and capacity of the City's existing and proposed water, sewer and stormwater utility facilities; (b) set forth a forecast of the future needs for such capital facilities; (c) show the proposed locations and capacities of expanded or new capital facilities; (d) provide at least a six-year plan that will finance such

capital facilities within projected funding capacities; and

WHEREAS, in addition to the utility planning set forth in Snoqualmie 2032, the City is updating its General Sewer Plan, Water System Plan and Stormwater Management Plan, which among other things itemize and describe those capital improvements to the City's sewer, water and stormwater infrastructure that are necessary to maintain the City's combined utility system and provide sufficient capacity to serve the population and employment growth anticipated in the City's GMA Comprehensive Plan; and

WHEREAS, the City's 2023-2028 Capital Improvement Plan ("CIP") constitutes the six-year plan called for by the GMA's Capital Facilities Element requirements; and

WHEREAS, the City is authorized by RCW 35A.80.010, RCW 35.67.020 and RCW 35.92.020 to fix, alter, regulate, maintain and control the rates and charges for services and facilities provided by its utilities; and

WHEREAS, the City monitors revenues and expenditures periodically to ensure that revenues exceed expenditures, and to determine whether additional adjustments to utility rates are required in order to that revenues will continue to exceed expenditures; and

WHEREAS, rate and charge adjustments are necessary from time to time to ensure that sufficient revenue exists to properly maintain the City's combined utility and provide adequate services to customers of the combined utility; and

WHEREAS, a 2024 fiscal utility health review was conducted by Financial Consulting Solutions (FCS) Group that developed proposed rates and general facilities charges for each utility for the period from 2024 through 2026; and

WHEREAS, the 2024 fiscal health review concluded that water, sewer and stormwater rate and charge increases in the amounts set forth herein are required in order to pay the ongoing costs of operating and maintaining the City's combined utility and to pay the capital

costs of those necessary improvements to the City's water, sewer and stormwater infrastructure set forth in the City's adopted 2023-2028 CIP; and

WHEREAS, a duly noticed public hearing was held on December 11, 2023, regarding the rates and charges established herein; and

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

Section 1. Section 13.08.010 Amended. Section 13.08.010 of the Snoqualmie Municipal Code is hereby amended and adopted to read as follows:

13.08.010 Residential Rates and charges.

The following monthly sewer rates and charges are hereby imposed on residential and multifamily customers:

- A. Residential: This customer class includes each separately metered single-family residence, trailer or mobile home in a trailer court or mobile home park, and each separately metered townhome or duplex residential unit.

Residential Rate	2021	2022	2023	2024	2025	2026
	\$78.99	\$80.57	\$82.16	\$83.76 <u>\$84.62</u>	\$85.37	\$86.99

- B. Multifamily: This customer class includes apartment, condominium, multiplex, and duplex structures that are served by a single, master water meter rather than individual residential unit meters.

Multifamily Rate	2021	2022	2023	2024	2025	2026
	\$62.87	<u>\$62.13</u>	<u>\$61.35</u>	\$60.53 <u>\$63.19</u>	<u>\$59.67</u>	<u>\$58.76</u>

- C. Rates for residential sewer service outside the corporate limits shall be 1.5 times the rates within the City limits.
- D. A “low-income residential customer” means an individual:
1. Who owns or rents and resides in the residence where the discounted rate(s) are being requested;
 2. Whose residence has a separate water meter;
 3. Whose total household annual income meets the U.S. Department of Housing and Urban Development, Income Limits for Very Low Income in King County, Washington.
Household annual income shall include income of a spouse or any co-resident(s), where “annual income” is defined as Adjusted Gross Income as indicated in the most recent Federal Income Tax return. In the absence of a Federal Income Tax return, the Finance Director may consider other documentation of household annual income; and
 4. Who is not nor is any other adult member of the household claimed as a dependent on another federal income tax return; and
 5. Who is named customer on the City’s utility bill or can prove that he or she is the named tenant in a lease or rental agreement for that residence.
- E. The Finance Director shall create an application form and a renewal form for residential customers requesting the low-income residential customer discount.
1. Applications shall be available at City Hall or mailed to any City customer upon request.
 2. The low-income residential customer seeking the low-income discount must complete an application renewal form annually in order to continue receiving the low-income residential customer discount.
 3. A notice of renewal of application will be mailed annually by the City to low-income residential customers then receiving the discount. The completed renewal application

form and required attachments must be returned to the City within 30 days or the discount will no longer apply.

4. Discounts will commence on the next subsequent billing date following application.
 5. A low-income residential customer who applied for and received the discount in the prior year, but who has failed to submit the renewal form within the required 30 days and whose low-income customer discount was discontinued as a result, may request a one-time only retroactive application of the low-income discount for not more than 2 billing cycles or two months.
 6. A low-income residential customer is not eligible for the low-income discount if his or her annual water consumption is in excess of 100 cubic feet (ccf) per year on a calendar year basis. An applicant may appeal the criteria to the Finance Director and must provide a convincing justification for the excess usage.
- F. The sewer bill for a low-income residential customer whose application is determined by the Finance Director to meet the criteria of subsections D and E above will be discounted by 30 percent.

Section 2. Section 13.08.090 Amended. Section 13.08.090 of the Snoqualmie Municipal Code is hereby amended and adopted to read as follows:

13.08.090 Commercial Base and Volume Rate Structure

- A. The following monthly sewer rates and charges are hereby imposed on the commercial and industrial customer classifications. This customer class includes without limitation hotels, restaurants, schools, hospitals, churches, lodges, intermittently used buildings, government uses, potable irrigation, and commercial or industrial uses. This customer class includes all business/industrial types identified in section **13.08.080** as well as emerging business or industrial types of the City may classify in the future to protect the sewerage system and

prevent cost of service inequities.

Commercial Rate	2021	2022	2023	2024	2025	2026
Base monthly unit charge, for water consumption up to 600 cubic feet						
Low Commercial	\$97.92	\$99.88	\$101.85	\$103.84 \$104.91	\$105.83	\$107.84
High Commercial	\$121.72	\$126.19	\$130.78	\$129.07 \$134.70	\$140.31	\$145.20
Volume charge, for each additional 100 cubic feet or portion thereof (above 600 cubic feet)						
Low Commercial	\$7.09	\$7.23	\$7.37	\$7.51 \$7.59	\$7.65	\$7.80
High Commercial	\$9.64	\$9.99	\$10.35	\$10.22 \$10.66	\$11.11	\$11.50

- B. For commercial customers, the base monthly unit charge will be added to an estimated volumetric charge for the water used at the premises, based upon the average usage for the corresponding month of the preceding year, averaged over a three-month period including the preceding and following month. In the event there is no prior history for the preceding year, the charge shall be based upon the average water usage for the month for all customers of the municipal water supply system in the same service class.

Section 3. Section 13.12.010 Amended. Section 13.12.010 of the Snoqualmie

Municipal Code is hereby amended and adopted to read as follows:

13.12.10 Rates and charges.

The following rates and charges for all water are hereby imposed:

- A. Each ratepayer shall pay for water service based on the applicable meter size. Rates for water service shall consist of a monthly base service charge based on rate classification, plus a volume charge also based on rate class.

B. Residential: This customer class includes each separately metered single-family residence, trailer or mobile home in a trailer court or mobile home park, and each separately metered residential unit in a townhome or duplex.

1. The base (minimum) service, according to meter size and location within or without the corporate limits of the city, for all residential water classifications, other than Class A reclaimed water, shall be as follows:

Base charge (Meter Size)	2021	2022	2023	2024	2025	2026
3/4"	\$34.36	\$35.63	\$36.95	\$38.32 <u>\$39.17</u>	\$39.74	\$41.21
1"	\$43.14	\$44.74	\$46.40	\$48.12 <u>\$49.18</u>	\$49.90	\$51.75
1-1/2"	\$71.50	\$74.15	\$76.89	\$79.73 <u>\$81.50</u>	\$82.68	\$85.74
2"	\$119.30	\$123.71	\$128.29	\$133.04 <u>\$135.99</u>	\$137.96	\$143.06
3"	\$179.13	\$185.76	\$192.63	\$199.76 <u>\$204.19</u>	\$207.15	\$214.81
4"	\$238.81	\$247.65	\$256.81	\$266.31 <u>\$272.22</u>	\$276.16	\$286.38
6"	\$357.98	\$371.23	\$384.97	\$399.21 <u>\$408.07</u>	\$413.98	\$429.30
8"	\$477.35	\$495.01	\$513.33	\$532.32 <u>\$544.13</u>	\$552.02	\$572.44

2. The following residential volume consumption rates are imposed for each 100 cubic feet (CCF) of usage for all water other than Class A reclaimed water according to location within or outside the corporate limits of the city:

Consumption Rate (per 100 cubic feet)	2021	2022	2023	2024	2025	2026
0-300 cf	\$2.26	\$2.34	\$2.43	\$2.52 \$2.58	\$2.61	\$2.71
301-800 cf	\$3.80	\$3.94	\$4.09	\$4.24 \$4.34	\$4.40	\$4.56
Over 801 cf	\$4.75	\$4.93	\$5.11	\$5.30 \$5.42	\$5.50	\$5.70

3. Rates for outside City residential customers shall be 1.5 times the inside the City rates for the base charge and the consumption rates.

C. Multifamily: This customer class includes apartment, condominium, multiplex, and duplex structures that are served by a single, master water meter rather than individual unit meters.

1. The base (minimum) service for each multifamily unit connected to the single master water meter other than Class A reclaimed water shall be as follows:

Base Charge	2021	2022	2023	2024	2025	2026
Per unit	\$30.16	\$29.80	\$29.42	\$29.42	\$29.03 \$31.19	\$28.18

2. The following multifamily volume consumption rates are imposed for each 100 cubic feet (CCF) of usage for all water other than Class A reclaimed water according to location within or outside the corporate limits of the city:

Volume Rate	2021	2022	2023	2024	2025	2026
Per 100 cf	\$2.70	\$2.67	\$2.64	\$2.60 \$2.80	\$2.56	\$2.52

3. Rates for outside City multifamily customers shall be 1.5 times the inside the City rates for the base charge and the consumption rates.

D. Commercial: This customer class includes without limitation hotels, schools, hospitals, churches, lodges, intermittently used buildings, government uses, and commercial or industrial uses.

1. The base (minimum) service, according to meter size and location within or outside the corporate limits of the City, for all commercial_water classifications, other than Class A reclaimed water shall be as follows:

Meter Size	2021	2022	2023	2024	2025	2026
3/4"	\$41.56	\$43.66	\$45.80	\$46.34 <u>\$48.55</u>	\$50.16	\$52.38
1"	\$52.17	\$54.81	\$57.49	\$58.18 <u>\$60.94</u>	\$62.96	\$65.74
1-1/2"	\$86.46	\$90.84	\$95.28	\$96.42 <u>\$101.00</u>	\$104.35	\$108.96
2"	\$144.25	\$151.56	\$158.97	\$160.88 <u>\$168.51</u>	\$174.10	\$181.80
3"	\$216.59	\$227.55	\$238.68	\$241.53 <u>\$253.00</u>	\$261.40	\$272.96
4"	\$288.76	\$303.38	\$318.22	\$322.01 <u>\$337.31</u>	\$348.51	\$363.92
6"	\$432.86	\$454.76	\$477.01	\$482.70 <u>\$505.63</u>	\$522.42	\$545.52
8"	\$577.18	\$606.40	\$636.06	\$643.66 <u>\$674.22</u>	\$696.60	\$727.41

2. The following commercial volume rates are imposed for each 100 cubic feet of usage for all water other than Class A reclaimed water according to location within or without the corporate limits of the city:

Volume charge	2021	2022	2023	2024	2025	2026
Per 100 cf	\$3.49	\$3.67	\$3.85	\$3.89 \$4.08	\$4.21	\$4.40

3. Rates for outside City commercial customers shall be 1.5 times the inside the City rates for the base charge and the consumption rates.

Section 4. Section 13.10.050 Amended. Section 13.10.050 of the Snoqualmie

Municipal Code is hereby amended and adopted to read as follows:

13.10.050 Rates and charges.

The following monthly stormwater rates and charges are hereby imposed:

- A. Except as provided in subsection B of this section, the following monthly storm water rates per equivalent service unit (ESU) are hereby imposed for all developed properties within the corporate limits of the city:

Rate	2021	2022	2023	2024	2025	2026
Per ESU	\$24.12	\$25.35	\$26.64	\$28.00 \$28.57	\$29.43	\$30.93

PASSED by the Council of the City of Snoqualmie, Washington at a regular meeting thereof and **APPROVED** by the Mayor of the City of Snoqualmie on this 11th day of December 2023.

Katherine Ross, Mayor

ATTEST:

APPROVED AS TO FORM:

Deana Dean, City Clerk

David Linehan, Interim City Attorney



2024 Utilities Fiscal Health Review

Item 1.

Presented by
Sergey Tarasov, Principal
Paul Quinn, Project Manager

November 27, 2023

Presentation Overview

- **Overview of the rate setting process**
- **Background**
- **Summary of findings**
 - » Sewer
 - » Water
 - » Stormwater
- **Recommendations / Questions / discussion**
- **Next steps**



Overview of the Rate Setting Process

Item 1.

Fiscal Policies – Set the Management Foundation

Step 1:
Revenue Requirement
(defining overall needs)

Revenue

Debt

Reserves

O&M

Capital

Step 2:
Cost of Service
(equity evaluation)

Define Customer Classes

Allocate Costs

Step 3:
Design Rates
(collect target revenue)

Fixed Charge

Variable Charge

Background

Item 1.

- **Previous study completed in 2020-2021**

- » Revenue requirement: resulted in a multi-year rate plan for each utility

Utility	2021	2022	2023	2024	2025	2026
Water	0.0%	3.70%	3.70%	3.70%	3.70%	3.70%
Sewer	0.0%	2.00%	1.97%	1.95%	1.92%	1.90%
Stormwater	0.0%	5.10%	5.10%	5.10%	5.10%	5.10%

Note : No increases in 2021 to assist with the impacts from the global pandemic.

- » Cost of service: interclass differences identified for water & sewer
 - Results of $\pm 5.0\%$ to 10.0% of average are within range of reasonableness

Water	2021 COSA
Residential	-1.03%
Multi Family	-43.28%
Commercial	6.33%
Retail Irrigation	63.48%
System Average	0.00%

Sewer	2021 COSA
Residential	-17.50%
Multi Family	-25.29%
Commercial Low	-0.46%
Commercial High	82.65%
Reclaimed Water	31.43%
System Average	0.00%

Background (continued)

Item 1.

- A gradual multi-year phase-in was developed, targeting approximately 40% progress by 2026 for non-residential classes combined

Water	2022	2023	2024	2025	2026
Residential	3.70%	3.70%	3.70%	3.70%	3.70%
Multi Family	-1.18%	-1.26%	-1.34%	-1.43%	-1.52%
Commercial	5.06%	4.89%	4.73%	4.57%	4.42%
Retail Irrigation	7.50%	7.50%	7.50%	7.50%	7.50%
System Average	3.70%	3.70%	3.70%	3.70%	3.70%

Sewer	2022	2023	2024	2025	2026
Residential	2.00%	1.97%	1.95%	1.92%	1.90%
Multi Family	-1.18%	-1.26%	-1.34%	-1.43%	-1.52%
Commercial Low	2.00%	1.97%	1.95%	1.92%	1.90%
Commercial High	3.67%	3.64%	3.63%	3.53%	3.49%
Reclaimed Water	3.00%	3.00%	3.00%	3.00%	3.00%
System Average	2.00%	1.97%	1.95%	1.92%	1.90%

- Selected alternative targeted
 - System average increase for residential
 - No increases for combined average bills for multi family
 - Non-residential made up the difference, not to exceed 8% impact

Class	Average Customer Impact by Class (All Utilities)				
	2022	2023	2024	2025	2026
Residential	3.07%	3.07%	3.07%	3.07%	3.07%
Multi Family	0.00%	0.00%	0.00%	0.00%	0.00%
Commercial Low	3.64%	3.60%	3.57%	3.53%	3.50%
Commercial High	4.40%	4.36%	4.32%	4.25%	4.20%

Background (continued)

- **Rate design**
 - » No structure change evaluated; increases applied on an across-the-board basis
- **General facilities charges**
 - » Updated charges to account for the system planning capital improvement program and capacity data

Water		
Meter		GFCs
3/4"	\$	10,465
1"		17,476
1.5"		34,847
2"		55,776
3"		104,645
4"		174,443
6"		348,782
Sewer		GFCs
per ERU	\$	8,354
Storm		GFCs
per ESU	\$	2,706
Total Res.	\$	21,525

Note: charges increased with CCI thereafter.



Today's Focus

- **Significant changes have occurred since the completion of the last study**
 - » Above average inflation due to the continuing impacts of the global pandemic
- **Prior to the 2024 Comprehensive Rate Study Update the City would like to perform a fiscal health review for the adopted 2024 rate strategy**
 - » Review historical actual vs. budget performance
 - May impact upcoming rate study
 - » Intent is to confirm or adjust 2024 only
 - Utilizing the prior study models to
 - Account for unanticipated inflation for O&M and CIP
 - Update growth and GFC revenue projections
 - Update beginning fund balances
 - Keep all other components unchanged
- **Upcoming rate study will update forecast for future years**



Actual vs. Budget Review: Sewer

Rate Revenue After Increase	2020	2021	2022
Annual Budget	\$ 5,912,548	\$ 5,968,243	\$ 6,147,692
Actual Performance	5,480,578	5,803,647	5,920,532
Actual vs. Budget	\$ (431,970)	\$ (164,596)	\$ (227,160)
Actual % of Budget	93%	97%	96%

O&M Expenses	2020	2021	2022
Annual Budget	\$ 2,864,953	\$ 2,868,358	\$ 2,939,523
Actual Performance	3,004,669	2,838,118	3,036,803
Actual vs. Budget	\$ 139,716	\$ (30,240)	\$ 97,280
Actual % of Budget	105%	99%	103%

Annual CIP	2020	2021	2022	Total
Annual Budget	\$ 5,731,329	\$ 5,874,228	\$ 4,240,713	\$ 15,846,270
Actual Performance	867,845	1,163,740	1,825,379	3,856,963
Actual vs. Budget	\$ (4,863,484)	\$ (4,710,489)	\$ (2,415,334)	\$ (11,989,306)
Actual % of Budget	15%	20%	43%	24%

- **Rate revenue has come in below budget in every year**
 - » Driven by residential, casino and reclaimed revenue projection
 - » Growth appears below projections
- **O&M expenses have come in close to budget**
- **Annual CIP has been executed below budget**



2024 Sewer Projection

- **Considerations**

- » Growth has not materialized at projected levels: 1.16% - 2.50% per year
 - Impacts rate revenue and GFCs: projected \$1.8MM GFC revenue in 2023, which has not occurred
 - Future GFC projections were between \$1.9MM in 2024 to \$1.0MM thereafter
- » 2024 O&M expenses are projected at \$310k above 2020 study
 - Does not include current labor negotiations

- **Bookend for consideration before 2024 rate study**

- » Conservative option: no growth / GFC revenue
- » Optimistic option: original 2020 study growth

2024 Sewer Projection (continued)

- **Original 1.95% 2024 overall increase can be maintained**
 - » Reduced fund balances compared to 2020 rate study projections
 - » Received one-time GFC payment from Casino alleviates pressure on CIP
- **Depending on inflation, and additional budgetary impacts, greater increases may be required in 2024 (e.g., 3.00%)**



Actual vs. Budget Review: Water

Rate Revenue After Increase	2020	2021	2022
Annual Budget	\$ 4,493,808	\$ 4,424,734	\$ 4,736,953
Actual Performance	4,376,295	4,637,773	4,700,466
Actual vs. Budget	\$ (117,513)	\$ 213,039	\$ (36,487)
Actual % of Budget	97%	105%	99%

O&M Expenses	2020	2021	2022
Annual Budget	\$ 2,892,515	\$ 2,933,424	\$ 2,999,123
Actual Performance	2,742,282	2,581,206	2,554,942
Actual vs. Budget	\$ (150,233)	\$ (352,218)	\$ (444,181)
Actual % of Budget	95%	88%	85%

Annual CIP	2020	2021	2022	Total
Annual Budget	\$ 2,573,208	\$ 4,461,015	\$ 1,286,622	\$ 8,320,845
Actual Performance	1,856,512	3,062,110	997,076	5,915,698
Actual vs. Budget	\$ (716,696)	\$ (1,398,905)	\$ (289,546)	\$ (2,405,147)
Actual % of Budget	72%	69%	77%	71%

Weather Data	Study Baseline	2020	2021	2022
Cooling Degree Days	53	76	157	149
Jun-Sep Rainfall (inches)	6.57	5.24	5.04	3.15

- **Rate revenue has come in close to budget**
 - » Lower growth appears to be offset by warmer / dryer weather patterns
- **O&M expenses have come in below budget**
 - » Unfilled positions, budget vs. actual professional services
- **Annual CIP has been executed below budget**



2024 Water Projection

- **Considerations**

- » Growth has not materialized at projected levels: 1.16% - 2.50% per year
 - Impacts rate revenue and GFCs: projected \$1.3MM GFC revenue in 2023, which has not occurred
 - Future GFC projections were between \$1.4MM in 2024 to \$700k thereafter
 - 2024 O&M expenses are projected at 2020 study levels
 - Does not include current labor negotiations

- **Bookend for consideration before 2024 rate study**

- » Conservative option: no growth / GFC revenue
- » Optimistic option: original 2020 study growth



2024 Water Projection (continued)

- **Original 3.70% 2024 overall increase can be maintained**
 - » Conservative option: 2025 and thereafter may required greater than 3.70% increases and more debt than originally anticipated
 - E.g., 6.0% in 2025-2027 instead of 3.70%
 - » Optimistic option: relatively close to 2020 rate study
- **Depending on inflation, and additional budgetary impacts, greater increases may be required in 2024 (e.g., 6.00%)**



Actual vs. Budget Review: Stormwater

Rate Revenue After Increase	2020	2021	2022
Annual Budget	\$ 2,429,000	\$ 2,467,716	\$ 2,623,654
Actual Performance	2,440,297	2,549,118	2,709,664
Actual vs. Budget	\$ 11,297	\$ 81,402	\$ 86,010
Actual % of Budget	100%	103%	103%

O&M Expenses	2020	2021	2022
Annual Budget	\$ 1,244,639	\$ 1,331,978	\$ 1,364,163
Actual Performance	977,985	1,206,004	1,318,860
Actual vs. Budget	\$ (266,654)	\$ (125,974)	\$ (45,303)
Actual % of Budget	79%	91%	97%

Annual CIP	2020	2021	2022	Total
Annual Budget	\$ 2,193,452	\$ 2,003,818	\$ 2,907,488	\$ 7,104,759
Actual Performance	496,405	3,823,559	835,230	5,155,194
Actual vs. Budget	\$ (1,697,047)	\$ 1,819,741	\$ (2,072,259)	\$ (1,949,565)
Actual % of Budget	23%	191%	29%	73%

- Rate revenue has come in at or above budget
- O&M expenses have come in relatively close to budget in most recent year
 - » Primary difference in 2020 due to unfilled positions
- Annual CIP has been executed below budget except 2021



2024 Stormwater Projection

- **Considerations**

- » Revenues appear at or above projections; growth needs to be reviewed
 - GFC revenue much smaller for stormwater utility: \$82k - \$42k
 - Lower impacts on projections if below forecast
 - 2024 O&M expenses are projected \$363k above 2020 rate study
 - Does not include labor negotiations

- **Bookend for consideration before 2024 rate study**

- » Conservative option: no growth / GFC revenue
- » Optimistic option: original 2020 rate study growth

2024 Stormwater Projection (continued)

- **Original 5.10% 2024 overall increase can be maintained**
 - » Conservative option: may be very close to reserve targets in future years
 - May require more debt than 2020 rate study
 - » Optimistic option: relatively close to 2020 rate study
- **Depending on inflation, and additional budgetary impacts, greater increases may be required in 2024 (e.g., 7.25%)**



Findings & Recommendations for 2024

- **Sewer**

- » O1: maintain 1.95% overall increases - follow 2020 cost of service phase-in
- » O2: adjust all classes by 3.00% in anticipation of increased inflation

- **Water**

- » O1: maintain 3.70% overall increase - follow 2020 cost of service phase-in
- » O2: adjust all classes by 6.00% in 2024 in anticipation of increased inflation

- **Stormwater**

- » O1: maintain 5.10% overall increases for all classes of service
- » O2: adjust all classes by 7.25% in 2024 in anticipation of increased inflation

- **Future rate strategy may change based on results of the comprehensive 2024 rate study**



Findings & Recommendations for 2024

Item 1.

Average Residential Monthly Bill	2023 Existing	2024 Original	2024 Modified
Water (3/4", 7 ccf)	\$ 60.60	\$ 62.84	\$ 64.24
Sewer	82.16	83.76	84.62
Stormwater	26.64	28.00	28.57
Total Monthly Bill	\$ 169.40	\$ 174.60	\$ 177.43
<i>\$ Difference vs. 2023</i>		\$ 5.20	\$ 8.03
<i>% Difference vs. 2023</i>		3.07%	4.74%



Next Steps

Item 1.

- **Incorporate feedback / direction**
- **Second reading December 11, 2023**
- **2024 rates effective January 1, 2024**
- **Comprehensive Rate Study Update in 2024**

Thank you! Questions?

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BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

AB23-139
November 27, 2023
Appointment

Item 2.

AGENDA BILL INFORMATION

TITLE:	AB23-139: Police Chief Confirmation and Oath of Office	<input type="checkbox"/> Discussion Only
PROPOSED ACTION:	Move to confirm the Mayor's appointment of Brian Lynch as the City of Snoqualmie Police Chief	<input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

REVIEW:	Department Director	Mike Chambless	
	Finance	n/a	Click or tap to enter a date.
	Legal	n/a	Click or tap to enter a date.
	City Administrator	Mike Chambless	Click or tap to enter a date.

DEPARTMENT:	Administration		
STAFF:	Deana Dean, City Clerk		
COMMITTEE:	n/a	COMMITTEE DATE:	Click or tap to enter a date.
EXHIBITS:			

AMOUNT OF EXPENDITURE	\$ n/a
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUESTED	\$ n/a

SUMMARY

On July 10, 2023, Council appointed Brian Lynch to serve as the Interim Police Chief. The City recently concluded a nationwide recruitment and the Mayor has selected Interim Chief Lynch as the next City of Snoqualmie Police Chief.

BACKGROUND

Interim Chief Lynch has over two decades of law enforcement experience, serving in the Black Diamond and Enumclaw Police Departments before joining Snoqualmie in 2022 as Police Captain. For three years he also served as the Commander of the Coalition of Small Police Agencies Major Crimes Task Force, overseeing detectives from 13 different cities. Before starting in law enforcement, he worked in the emergency medical services field.

The Mayor and staff request confirmation of this position.

PROPOSED ACTION

Move to confirm the Mayor's appointment of Brian Lynch as the City of Snoqualmie Police Chief effective December 1, 2023.



CITY COUNCIL ROUNDTABLE MEETING MINUTES CITY COUNCIL REGULAR MEETING MINUTES November 13, 2023

ROUNDTABLE MEETING

CALL TO ORDER & ROLL CALL: Mayor Ross called the Roundtable Meeting to order at 6:00 pm.

City Council: Councilmembers Ethan Benson, Rob Wotton, Bryan Holloway, James Mayhew, Louis Washington, Cara Christensen, and Jo Johnson.

Mayor Katherine Ross was also present.

City Staff Present: Mike Chambless, City Administrator; Deana Dean, City Clerk; Brian Lynch, Interim Police Chief; Janna Walker, Budget Manager; Sarah Reeder, IT Manager; Michael Liebetrau, Police Evidence and Records Technician; Patrick Fry, Project Engineer (remote); Danna McCall, Communications Coordinator (remote); Mike Bailey, Interim Fire Chief (remote); Emily Arteche, Community Development Director (remote); and Andy Latham, IT Support.

AGENDA APPROVAL

It was moved by CM Wotton, seconded by CM Washington to:

Approve the agenda.

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

SPECIAL BUSINESS

1. **AB23-123:** Property Tax Levy Ordinance and **AB23-124:** Increase Ordinance Discussion. Budget Manager Janna Walker led the discussion including a presentation on property tax basics, limitations, banked capacity, estimated property tax for 2024, assessed value and the levy rate, estimated financial impact on homeowners, individual property taxes, and next steps. Council comments and questions followed.
2. **AB23-132:** ERP System Implementation Discussion. Janna opened the discussion on the life of the ERP project and budget. Discussion followed.
3. **AB23-132:** 2023-2024 Mid-Biennial Budget Amendment Discussion. This item was stricken from the Roundtable agenda due to lack of time.

It was moved by CM Benson, seconded by CM Johnson to adjourn the Roundtable meeting which was unanimously approved. Roundtable meeting ended at 6:55 pm.

REGULAR MEETING

CALL TO ORDER: Mayor Ross called the Regular Meeting to order 7:01 pm

City Council: Councilmembers Ethan Benson, Rob Wotton, Bryan Holloway, James Mayhew, Louis Washington, Cara Christensen, and Jo Johnson.

Mayor Katherine Ross was also present.

City Staff:

Mike Chambless, City Administrator; David Linehan, Interim City Attorney; Deana Dean, City Clerk; Brian Lynch, Interim Police Chief; Emily Arteche, Community Development Director; Janna Walker, Budget Manager; Sarah Reeder, IT Manager; Danna McCall, Communication Coordinator (remote); Carson Hornsby, Management Analyst (remote); Nicole Wiebe, Community Liaison; Jeff Hamlin, Interim Parks & Public Works Director; Mike Bailey, Interim Fire Chief (remote); Michael Liebetrau, Police Evidence and Records Technician; Patrick Fry, Project Engineer (remote); and Andy Latham, IT Support.

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

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

Approve the agenda.

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

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

Add a second Executive Session to the agenda.

PASSED: 6-1 (Wotton, Holloway, Mayhew, Washington, Christensen, Johnson)(Nay: Benson)

PUBLIC HEARINGS, PRESENTATIONS, PROCLAMATIONS, AND APPOINTMENTS

Public Hearings

4. **AB23-123:** The Property Tax Levy Ordinance (Levying Property Taxes)
Public Hearing opened at 7:05 pm.
With no one wishing to speak, the Public Hearing closed at 7:06 pm.
5. **AB23-124:** The Increase Ordinance (Certifying an Increase in Property Taxes)
Public Hearing opened at 7:07 pm.
With no one wishing to speak, the Public Hearing closed at 7:08 pm.
6. **AB23-132:** 2023-2024 Mid-Biennial Budget Amendment
Public Hearing opened at 7:08 pm.
With no one wishing to speak, the Public Hearing closed at 7:09 pm.

Appointments

Presentations

7. Commission Accomplishments for 2023. Donna Cronk from the Arts Commission, Joelle Gibson from the Economic Development Commission, Paul Sweum from the Parks & Events Commission, and Luke Marusiak from the Planning Commission provided overviews via PowerPoint presentation on their commission accomplishments for 2023. The Mayor and Council thanked the members for all their hard work and willingness to get involved.

Proclamations

PUBLIC COMMENTS AND REQUESTS FOR ITEMS NOT ON THE AGENDA

- Dave Eiffert from unincorporated King County spoke to affordable housing in the valley and the proposed expansion of the community center.
- Kathryn Podschwit, a resident of Snoqualmie and a downtown merchant, expressed her gratitude for the work the Downtown Merchant's Association has been doing alongside the City's Community Liaison, Nicole Wiebe. She noted there is an exciting lineup for the holiday season and thanked everyone for the community engagement efforts.

CONSENT AGENDA

8. Approve the City Council Meeting Minutes dated October 23, 2023.
9. Approve the Claims Approval Report dated November 13, 2023.
10. **AB23-129:** Resolution 1671 Approving the City's Allocation for the 2024 Northeast King County Regional Public Safety Communication Agency (NORCOM) Budget.
11. **AB23-134:** Resolution 1672 Executing a Purchase and Sale Agreement for King County Property Parcel Identification Number 7853240770

It was moved by CM Holloway; seconded by CM Wotton to:

Approve the consent agenda.

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

ORDINANCES

12. **AB23-123:** The Property Tax Levy Ordinance (Levying Property Taxes). First reading of Ordinance 1281. Summary Introduction was read into the record by CM Holloway. Budget Manager Janna Walker provided an overview via presentation which was a continuation from the Roundtable meeting. This matter will be brought back at the November 27, 2023, City Council meeting for second reading and adoption.
13. **AB23-124:** The Increase Ordinance (Certifying an Increase in Property Taxes). First reading of Ordinance 1282. Summary Introduction read into the record by CM Holloway. Budget Manager Janna Walker spoke to this difference between the levying property tax ordinance and the certifying an increase in property tax ordinance. This matter will be brought back at the November 27, 2023, City Council meeting for second reading and adoption.
14. **AB23-132:** 2023-2024 Mid-Biennial Budget Amendment. First reading of Ordinance 1278. Summary Introduction read into the record by CM Holloway. Budget Manager Janna Walker provided an overview via presentation. Discussion followed. This matter will be brought back at the November 27, 2023, City Council meeting for second reading and adoption.

COMMITTEE REPORTS

Public Safety Committee: CM Christensen noted the police department is making significant progress in becoming fully staffed and Issaquah Municipal Court fees will be increasing in 2024.

Community Development Committee: No report.

Parks & Public Works Committee: No report.

Finance & Administration Committee:

15. **AB23-128:** Adopting the proposed staffing plan for the 2023-2024 biennium. CM Holloway read the summary and motion into the record. City Administrator Mike Chambless introduced and spoke to this item. Discussion followed.

It was moved by CM Holloway; seconded by CM Mayhew to:

Adopt Resolution 1673 adopting the proposed staffing plan for the 2023-2024 biennium.

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

Committee of the Whole:

16. Discussion of the **December 26, 2023, City Council Meeting**

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

Cancel December 26, 2023, City Council Meeting.

PASSED: 6-1 (Wotton, Holloway, Mayhew, Washington, Christensen, Johnson)(Nay: Benson)

17. **Q3 Financial Report.** This item is informational only, no discussion or action.

REPORTS

18. Mayor's Report:

- Interim Chief Lynch will be appointed as Police Chief effective December 1, 2023, pending Council confirmation at the November 27, 2023, Council meeting.
- Notice has been received that the Snoqualmie Tribe has requested the Salish Lodge & Spa and other properties be moved into reservation and the campus parcels were approved to move into trust. Administration is waiting to hear from the tribe regarding taxes and police and fire services to these properties.

19. Commission/Committee Liaison Reports: Not addressed.

20. **Department Reports for October 2023.** City Administrator Mike Chambless provided a review of the department reports.

CM Mayhew inquired as to police response times on the Police Department Report and commented on enforcement of speeds on the Parkway.

EXECUTIVE/CLOSED SESSION

21. Executive Session pursuant to RCW 42.30.110(1)(i)(ii) and/or (iii), to discuss with legal counsel:
- (i) Litigation that has been specifically threatened to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party;
 - (ii) Litigation that the

agency reasonably believes may be commenced by or against the agency, the governing body, or a member acting in an official capacity; or (iii) Litigation or legal risks of a proposed action or current practice that the agency has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the agency lasting approximately 10 minutes.

22. Executive Session pursuant to RCW 42.30.110(1)(b) To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price lasting approximately 20 minutes.

No action is anticipated following conclusion of the Executive Session.

At 9:08 pm, Council took a 5-minute recess and will reconvene in Executive Session which is expected to last until 9:35 pm.

At 9:37 pm, Council extended Executive Session for an additional 15 minutes.

Executive Session concluded at 9:50 pm.

ADJOURNMENT

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

Adjourn the meeting.

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

Meeting was adjourned at 9:50 pm.

CITY OF SNOQUALMIE

Katherine Ross, Mayor

Attest:

Deana Dean, City Clerk



Finance & Human Resources Department

Item 7.

Jerry Knutsen, Financial Services Manager
38624 SE River St. | PO Box 987
Snoqualmie, Washington 98065
(425) 888-1555 | jknutsen@snoqualmiewa.gov

To: City Council
Finance & Administration Committee

From: Jerry Knutsen, Financial Services Manager

Date: November 27, 2023

Subject: CLAIMS REPORT
Approval of payments for the period: November 1, 2023 through November 15, 2023

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. Details are available in documentation provided for City Council review prior to the Finance & Administration Committee meeting. 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

Item 7.

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 to cover these payments, as appropriate.

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

CLAIMS						
Batch ID	Date	Warrants			ACH	
		From #	Thru #	Amount	Qty	Amount
54	11/2/2023	80386	80449	\$ 1,364,122.86		1,364,122.86
55	11/8/2023	80450	80534	\$ 1,252,270.74		1,252,270.74
						-
						-
						-
Grand Total						2,616,393.60

PAYROLL (including Payroll Benefits)						
Batch ID	Date	Warrants			ACH	
		From #	Thru #	Amount	Qty	Amount
D11-2023	11/15/2023				69	\$ 127,765.00
						127,765.00
						-
						-
						-
Grand Total						127,765.00

MISCELLANEOUS DISBURSEMENTS				
Date	Description	ACH Amount	Wire Amount	MISC TOTAL
11/1/2023	Navia - 2023 FSA Plan Reimbursements	\$ 111.60		\$ 111.60
11/1/2023	Navia - 2023 HRA Plan Reimbursements	\$ 4,164.31		\$ 4,164.31
11/2/2023	Merchant Card Fees - Merchant Transact	\$ 760.31		\$ 760.31
11/2/2023	Merchant Card Fees - Bankcard	\$ 9,381.30		\$ 9,381.30
11/2/2023	Merchant Card Fees - Bluefin	\$ 342.48		\$ 342.48
11/2/2023	Merchant Card Fees - Tyler Munis	\$ 43.54		\$ 43.54
11/6/2023	Merchant Card Fees - American Express	\$ 1,141.56		\$ 1,141.56
11/6/2023	Merchant Card Fees - Tyler Munis - American Express	\$ 2.36		\$ 2.36
11/7/2023	Navia - 2023 HRA Plan Reimbursements	\$ 417.00		\$ 417.00
11/7/2023	Navia - 2023 HRA Plan Reimbursements	\$ 3,590.72		\$ 3,590.72
Grand Total				19,955.18

Total 2,764,113.78

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

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

Jerry Knutsen

Nov 14, 2023

Jerry Knutsen, Financial Services Manager/Auditing Officer

Date

FINANCE & ADMINISTRATION COMMITTEE RECOMMENDATION

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$1,364,122.86

For claims warrants numbered 80386 through 80449 & dated 11/2/2023

#54											
VENDOR NAME	ACCOUNT	ACCOUNT DESC	YEAR	TYPE	STATUS	AMOUNT	CHECK NO	INVOICE #	FULL DESC	INVOICE DATE	CHECK DATE
AMZONCAP	001.16.035.54230.531000.	Office Supplies	2023	INV	Paid	180.73	80386	1WC4-THPC-X4YY	AV conferencing system & soundbar mount	8/31/2023	11/2/2023
AMZONCAP	401.18.019.53410.531910.	Operating Supplies	2023	INV	Paid	180.73	80386	1WC4-THPC-X4YY	AV conferencing system & soundbar mount	8/31/2023	11/2/2023
AMZONCAP	403.22.019.53110.531000.	Office Supplies	2023	INV	Paid	180.73	80386	1WC4-THPC-X4YY	AV conferencing system & soundbar mount	8/31/2023	11/2/2023
AMZONCAP	501.23.019.54861.531910.	Operating Supplies	2023	INV	Paid	180.72	80386	1WC4-THPC-X4YY	AV conferencing system & soundbar mount	8/31/2023	11/2/2023
AMZONCAP	502.11.021.51888.531820.	Info Tech Components	2023	INV	Paid	30.41	80386	14G6-HUK9-VT11	AA and AAA batteries	9/9/2023	11/2/2023
BBT	403.22.050.53145.548100.	Detention Pond Cleaning	2023	INV	Paid	6,352.50	80387	1183	Trucking of contaminated storm pond sediments	9/25/2023	11/2/2023
BHS	510.24.053.51820.531300.	Repair & Maintenance Supplies	2023	INV	Paid	463.05	80388	53850052.002	Re-key (4) office doors @ City Hall	10/3/2023	11/2/2023
BHS	510.24.053.51820.531300.	Repair & Maintenance Supplies	2023	INV	Paid	270.78	80388	53850223.002	Lock cores & keys for re-keying officer door	9/29/2023	11/2/2023
BHS	510.24.053.51820.548000.	Repair & Maintenance Services	2023	INV	Paid	805.86	80388	53849879.001	HR Office move, lockset swap (door lock)	10/5/2023	11/2/2023
Bill Wisham	001.09.014.52245.543000.	Training & Travel	2023	INV	Paid	106.57	80389	Reimb B. Wisham 2	Reimbursement for per diem, mileage	10/9/2023	11/2/2023
BT-THOM	403.22.030.53190.548156.	Emergency Tree Removal	2023	INV	Paid	2,695.28	80390	1315	Partially failed cottonwood removal-S. Cove	9/18/2023	11/2/2023
BT-THOM	403.22.030.53190.548156.	Emergency Tree Removal	2023	INV	Paid	11,998.06	80390	1331	PW compound big leaf maple removals	9/25/2023	11/2/2023
CARLSONC	510.24.053.51820.548000.	Repair & Maintenance Services	2023	INV	Paid	4,138.20	80391	33407	Remodel/rebuild mail box enclosure @ FD	10/11/2023	11/2/2023
CDK Construction	310.13.701.59418.563006.	Facilities Maint - Construct	2023	INV	Paid	23,566.96	80392	1000580	For stairs pan decking & stairs replacement	9/30/2023	11/2/2023
CDWG	417.13.200.59431.531820.	Info Tech Components	2023	INV	Paid	3,947.63	80393	MF25662	Andrew Vining toughbook order	9/26/2023	11/2/2023
CENLINK	502.11.020.51888.542000.	Telephone Service	2023	INV	Paid	83.63	80394	425-427-5203-706B	Snoqualmie PD/Dispatch line	9/8/2023	11/2/2023
CENLINK	502.11.020.51888.542000.	Telephone Service	2023	INV	Paid	1,421.36	80394	300575004	Snoqualmie police land lines	9/20/2023	11/2/2023
CENTURY	502.11.020.51888.542000.	Telephone Service	2023	INV	Paid	661.59	80395	300568001 9-23	Monthly telephone service	9/20/2023	11/2/2023
CENTURY	502.11.020.51888.542000.	Telephone Service	2023	INV	Paid	160.81	80395	300573862 9-23	Monthly telephone service	9/20/2023	11/2/2023
CENTURY	502.11.020.51888.542000.	Telephone Service	2023	INV	Paid	216.84	80395	300576080 9-23	Monthly telephone service	9/20/2023	11/2/2023
CENTURY	502.11.020.51888.542000.	Telephone Service	2023	INV	Paid	1,563.39	80395	411746240 9-23	Monthly telephone service	9/20/2023	11/2/2023
CINTAS	402.20.040.53580.545200.	Rent - Furniture & Equipment	2023	INV	Paid	140.48	80396	9241686256	Rent AED	10/1/2023	11/2/2023
CO	001.06.007.51423.531000.	Office Supplies	2023	INV	Paid	104.30	80397	2243199-0	Office supplies for City Hall 2nd floor	10/10/2023	11/2/2023
CORPPAY	001.06.007.51423.541090.	Financial Services	2023	INV	Paid	1.00	80398	9-23 Info Tech	Tyler cashiering test transaction	9/23/2023	11/2/2023
CORPPAY	502.11.021.51888.531820.	Info Tech Components	2023	INV	Paid	165.10	80398	9-23 Info Tech	Best buy-USB hubs	8/23/2023	11/2/2023
CORPPAY	502.11.020.51888.541030.	Info Tech Services	2023	INV	Paid	748.41	80398	9-23 Info Tech	Zoom subscription INV212020629	8/23/2023	11/2/2023
CORPPAY	502.11.020.51888.541030.	Info Tech Services	2023	INV	Paid	748.41	80398	9-23 Info Tech	Zoom Subscription INV216223939	9/23/2023	11/2/2023
CORPPAY	502.11.020.51888.541030.	Info Tech Services	2023	INV	Paid	19.95	80398	9-23 IT	Paypal Payflow subscription 137097892	8/23/2023	11/2/2023
CORPPAY	502.11.020.51888.541030.	Info Tech Services	2023	INV	Paid	19.95	80398	9-23 IT	Paypal Payflow subscription 138115645	9/23/2023	11/2/2023
CRYSR	001.08.009.52150.545000.	Operating Rentals & Leases	2023	INV	Paid	105.98	80399	5310053 100823	Water cooler rental & drinking water	10/8/2023	11/2/2023
Eurofins	401.18.037.53482.541000.	Professional Svcs - General	2023	INV	Paid	675.00	80400	3800027608	UCMRS SE2 Lithium	7/13/2023	11/2/2023
GENDIGIT	001.06.075.51810.549200.	Dues-Subscriptions-Memberships	2023	INV	Paid	168.74	80401	COS0022	Norton Lifelock memberships 11/23	10/15/2023	11/2/2023
GRAINGER	402.20.040.53555.531300.	Repair & Maintenance Supplies	2023	INV	Paid	724.91	80402	9864995833	Repair broken heater LS2 & poly system	10/9/2023	11/2/2023
GRAINGER	402.20.040.53555.531910.	Operating Supplies	2023	INV	Paid	369.89	80402	9843114407	Machine guard steps	9/19/2023	11/2/2023
GRAINGER	402.20.045.53560.531300.	Repair & Maintenance Supplies	2023	INV	Paid	2,561.46	80402	9842034994	Piping for emergency backup pump	9/18/2023	11/2/2023
GRAINGER	402.20.045.53565.531300.	Repair & Maintenance Supplies	2023	INV	Paid	300.00	80402	9864995833	Repair broken heater LS2 & poly system	10/9/2023	11/2/2023
GRAINGER	402.20.040.53580.531000.	Office Supplies	2023	INV	Paid	164.13	80402	9842523566	Break room supplies	9/19/2023	11/2/2023
GRAINGER	402.20.040.53580.531000.	Office Supplies	2023	INV	Paid	454.20	80402	9867986219	Break room supplies	10/12/2023	11/2/2023
GRTFLOOR	402.20.040.53580.548000.	Repair & Maintenance Services	2023	INV	Paid	9,618.05	80403	199771-202	Replace vinyl floor operations	9/19/2023	11/2/2023
HANDY	001.12.028.57680.541000.	Professional Svcs - General	2023	INV	Paid	20,386.69	80404	Winter Lights 2023	Holiday lights installation	10/31/2023	11/2/2023
HD	403.22.050.53130.531300.	Repair & Maintenance Supplies	2023	INV	Paid	344.12	80405	459249380	Compound miter saw for field carpentry	9/27/2023	11/2/2023
HD	403.22.050.53130.531300.	Repair & Maintenance Supplies	2023	INV	Paid	104.55	80405	464477084	Carpentry supplies	9/27/2023	11/2/2023
HDF	401.18.037.53481.531300.	Repair & Maintenance Supplies	2023	INV	Paid	4,816.88	80406	16445077	Duckbill for Canyon Springs	7/7/2023	11/2/2023
HDF	401.18.037.53481.531300.	Repair & Maintenance Supplies	2023	CRM	Paid	-629.55	80406	5858486	Romac coupling returns	7/7/2023	11/2/2023
HDF	401.18.037.53481.531300.	Repair & Maintenance Supplies	2023	INV	Paid	4,816.88	80406	16445078	Duckbills for Canyon Springs	7/7/2023	11/2/2023
HDF	401.18.037.53481.531300.	Repair & Maintenance Supplies	2023	INV	Paid	1,706.06	80406	16445099	4" hyman couplings	7/7/2023	11/2/2023
HDF	401.18.037.53481.531300.	Repair & Maintenance Supplies	2023	INV	Paid	345.76	80406	16521862	18" valve cans	9/21/2023	11/2/2023
HDF	401.18.037.53481.531300.	Repair & Maintenance Supplies	2023	CRM	Paid	-220.67	80406	C571807	4" coupling return	1/9/2023	11/2/2023
HDF	401.18.037.53481.531300.	Repair & Maintenance Supplies	2023	INV	Paid	394.95	80406	16533105	Meter adapter	10/3/2023	11/2/2023
HDF	401.19.039.53935.531300.	Repair & Maintenance Supplies	2023	INV	Paid	1,248.67	80406	16445098	2" rain bird valve	7/7/2023	11/2/2023
HDFACIL	510.24.053.51820.531000.	Office Supplies	2023	INV	Paid	274.30	80407	9219097837	Desk foot warmer mat - Mike C.	9/29/2023	11/2/2023
HOMECARE	510.24.053.51850.548200.	Custodial & Cleaning Services	2023	INV	Paid	3,082.72	80410	C23-055.2	Custodial services 10/23	10/26/2023	11/2/2023
HUBER	417.13.454.59435.563000.	WRF Improve Construction	2023	INV	Paid	17,952.17	80409	H10006838	Early procurement - perforated belt headworks impv	10/9/2023	11/2/2023
Icon Materials	310.17.507.59530.563000.	Snoq Parkway - Construction	2023	INV	Paid	695,806.05	80410	C23-055.2	Sno Pkwy construction-Progress payment 4	10/13/2023	11/2/2023
Katherine Ross	001.01.001.51310.543000.	Training & Travel	2023	INV	Paid	148.03	80411	Reimb. K. Ross	Mileage for AWC Mayor's exchange - Leavenworth	10/17/2023	11/2/2023
KC 710	001.16.035.54250.541070.	Bridge Inspection Fees	2023	INV	Paid	406.26	80412	129304-129304	Award #115238/RSD disc Bridge insp	9/30/2023	11/2/2023
KONEP	510.24.053.51820.548000.	Repair & Maintenance Services	2023	INV	Paid	1,636.57	80413	871164429	City Hall elevator maintenance, repair, inspection	10/1/2023	11/2/2023
LEVEE	502.11.020.51888.542000.	Telephone Service	2023	INV	Paid	2,341.02	80414	660128789	Monthly telephone service	10/1/2023	11/2/2023

LITTOFF	502.11.022.59418.564000.	IT Shared Systems Software	2023	INV	Paid	12,805.20	80415 7377ren23a	MS Office 365 Misc Licensing Renewal	10/6/2023	11/2/2023
MATZKEN	001.08.009.52110.541000.	Professional Svcs - General	2023	INV	Paid	500.00	80416 101023	Polygraph examination - J. Kreher & W. Natka	10/10/2023	11/2/2023
MC	402.20.040.53585.531510.	Laboratory Supplies	2023	INV	Paid	1,558.80	80417 11042133	Repair supplies water system	10/9/2023	11/2/2023
MC	402.20.040.53585.548000.	Repair & Maintenance Services	2023	INV	Paid	904.96	80417 10995767	Lab water system service maintenance	9/1/2023	11/2/2023
MONROECC	403.22.050.53145.548000.	Repair & Maintenance Services	2023	INV	Paid	1,221.35	80418 MCC2308.1558	Storm pond maintenance & Trail work	9/15/2023	11/2/2023
MP	001.28.056.57120.531900.	COVID-19 Supplies Contingency	2023	INV	Paid	43.56	80419 915183	Business Cards- N. Wiebe	10/16/2023	11/2/2023
MP	001.06.007.51423.531000.	Office Supplies	2023	INV	Paid	1,316.12	80419 91441	Printing/folding for Q3 B&O tax reports	9/22/2023	11/2/2023
MP	001.06.007.51423.542300.	Postage & Freight	2023	INV	Paid	872.40	80419 91441	Postage for Q3 B&O tax reports	9/22/2023	11/2/2023
MP	001.08.009.52121.531000.	Office Supplies	2023	INV	Paid	74.14	80419 91555	C. Werre business cards	10/10/2023	11/2/2023
MP	001.08.009.52122.549300.	Printing	2023	INV	Paid	370.72	80419 91555	D. Ward & blanks-Business cards	10/10/2023	11/2/2023
NB AUTOG	402.20.040.53580.531300.	Repair & Maintenance Supplies	2023	INV	Paid	435.10	80420 3124	Shop tools for Comms project	9/6/2023	11/2/2023
NB AUTOG	402.20.040.53580.531300.	Repair & Maintenance Supplies	2023	INV	Paid	113.58	80420 5138	Centrifuge repair	9/25/2023	11/2/2023
NB AUTOG	402.20.040.53580.531300.	Repair & Maintenance Supplies	2023	INV	Paid	150.53	80420 5145	Centrifuge sludge pump repair	9/25/2023	11/2/2023
NCEC	402.20.040.53550.531300.	Repair & Maintenance Supplies	2023	INV	Paid	5,234.29	80421 s012403903.003	PLC replacements remote sites	9/21/2023	11/2/2023
Nicole Wiebe	001.28.065.57390.531900.	Miscellaneous Supplies	2023	INV	Paid	7,704.25	80422 REIMB N. Wiebe	City Holiday lighting for Center Blvd	10/24/2023	11/2/2023
Nicole Wiebe	001.02.002.51160.549100.	City-Sponsored Expenses	2023	INV	Paid	24.99	80422 REIMB N. Wiebe	Carol Peterson Recognition cake	10/24/2023	11/2/2023
Nicole Wiebe	001.28.057.57390.531900.	Miscellaneous Supplies	2023	INV	Paid	2,086.16	80422 REIMB N. Wiebe	City Holiday lighting for gazebo	10/24/2023	11/2/2023
NSCI	402.20.040.53580.531500.	Sewage Treatment Chemicals	2023	INV	Paid	1,537.58	80423 263741	Chlorine for cleaning plant	9/26/2023	11/2/2023
ORKIN	402.20.040.53580.548200.	Custodial & Cleaning Services	2023	INV	Paid	213.43	80424 249220694	Rodent control	9/14/2023	11/2/2023
PACIFICC	417.00.000.22340.223400.	Const Contract Retainage	2023	INV	Paid	138,675.70	80425 Retention	5% Retainage Sno Infrastructure Improv	4/3/2023	11/2/2023
PARAMET	310.17.507.59530.541040.	Snoq Parkway - Const. Mgmt.	2023	INV	Paid	66,415.37	80426 49039	Sno Pkwy construction management services Aug-Sept	10/6/2023	11/2/2023
PF&SINC	510.24.053.51820.548000.	Repair & Maintenance Services	2023	INV	Paid	647.96	80427 97031	Fire Alarm confidence inspection City Hall	10/9/2023	11/2/2023
Polco	001.07.008.55720.541000.	Professional Svcs - General	2023	INV	Paid	12,350.00	80428 180059	Community survey-second payment	8/1/2023	11/2/2023
POLY	402.20.040.53555.531500.	Sewage Treatment Chemicals	2023	INV	Paid	14,727.64	80429 1754287	Polymer for dewatering	7/11/2023	11/2/2023
POLY	402.20.040.53555.531500.	Sewage Treatment Chemicals	2023	INV	Paid	4,909.21	80429 1770114	Polymer for dewatering	9/8/2023	11/2/2023
POLY	402.20.040.53555.531500.	Sewage Treatment Chemicals	2023	INV	Paid	4,633.70	80429 1773963	Polymer for dewatering	9/25/2023	11/2/2023
PREM	402.20.040.53550.531300.	Repair & Maintenance Supplies	2023	INV	Paid	1,350.36	80430 541353	Comms Cables	9/29/2023	11/2/2023
PROSPECT	417.13.454.59435.563000.	WRF Improve Construction	2023	INV	Paid	138,575.25	80431 1	Mobilization to site, blower bldg excavation	10/1/2023	11/2/2023
PSE	001.12.028.57680.547100.	Electricity	2023	INV	Paid	163.57	80432 002042 10-23	Electricity	10/9/2023	11/2/2023
PSE	001.16.035.54263.547100.	Electricity	2023	INV	Paid	6,991.58	80432 001499 10-23-23	Electricity	10/9/2023	11/2/2023
PSE	401.19.039.53935.547100.	Electricity	2023	INV	Paid	1,547.24	80432 002042 10-23	Electricity	10/9/2023	11/2/2023
PSE	402.20.045.53565.547100.	Electricity	2023	INV	Paid	30.37	80432 007124 10-23	Electricity	10/9/2023	11/2/2023
PSE	402.20.045.53565.547100.	Electricity	2023	INV	Paid	29,707.07	80432 010656 10-23	Electricity	10/9/2023	11/2/2023
PSE	402.20.040.53580.547100.	Electricity	2023	INV	Paid	54.70	80432 010656 10-23	Electricity	10/9/2023	11/2/2023
PSE	510.24.053.51820.547100.	Electricity	2023	INV	Paid	281.07	80432 005615 10-23	Electricity	10/9/2023	11/2/2023
Public Agency	001.08.009.52140.543000.	Training & Travel	2023	INV	Paid	595.00	80433 914	C. Werre - New detective & Criminal investigator	10/11/2023	11/2/2023
ROBERTH	502.11.023.59418.541190.	Temporary Agency Personnel	2023	INV	Paid	3,600.00	80434 62681290	IT Contract worker - Asker	10/12/2023	11/2/2023
Stephanie Butler	001.08.009.52110.549200.	Dues-Subscriptions-Memberships	2023	INV	Paid	50.00	80435 REIMB S. Butler	ICRA membership renewal	9/28/2023	11/2/2023
SUMMLG	001.06.075.51810.541420.	HR-Related Services	2023	INV	Paid	2,512.50	80436 149229	Personnel policy handbook review	10/17/2023	11/2/2023
SUMMLG	001.06.075.51810.541420.	HR-Related Services	2023	INV	Paid	4,350.00	80436 149295	SPA Negotiations	10/17/2023	11/2/2023
SUMMLG	001.06.075.51810.541420.	HR-Related Services	2023	INV	Paid	663.00	80436 149296	Teamsters negotiations	10/17/2023	11/2/2023
SUMMLG	001.06.075.51810.541420.	HR-Related Services	2023	INV	Paid	429.00	80436 149331	Grievance settlements	10/17/2023	11/2/2023
SUMMLG	001.06.075.51810.541420.	HR-Related Services	2023	INV	Paid	858.00	80436 149294	Employment advice	10/17/2023	11/2/2023
TENELCO	402.20.040.53555.548000.	Repair & Maintenance Services	2023	INV	Paid	2,184.29	80437 89965	Biosolids BUF Haul	9/14/2023	11/2/2023
TENELCO	402.20.040.53555.548000.	Repair & Maintenance Services	2023	INV	Paid	2,179.58	80437 90221	Biosolids BUF Haul	9/27/2023	11/2/2023
TROJUV	402.21.047.53930.531500.	Sewage Treatment Chemicals	2023	INV	Paid	11,081.23	80438 200 16266	Germicidal lamps for class A	10/4/2023	11/2/2023
TTKCM	001.09.014.52220.541000.	Professional Svcs - General	2023	INV	Paid	12,100.00	80439 52137894	Emergency Management	10/5/2023	11/2/2023
TWWP	401.18.037.53481.523100.	Clothing Allowance	2023	INV	Paid	178.35	80440 2374	Boots T. Shinn	7/5/2023	11/2/2023
TWWP	401.18.037.53481.523100.	Clothing Allowance	2023	INV	Paid	143.67	80440 2489	Jacket - T. Shinn clothing allowance	10/11/2023	11/2/2023
TWWP	403.22.030.53190.531050.	Uniforms & Protective Gear	2023	INV	Paid	193.20	80440 2472	Christine Iverson Stinson replacement gear	9/29/2023	11/2/2023
TWWP	501.23.051.54868.523100.	Clothing Allowance	2023	INV	Paid	143.66	80440 2488	K. Snyder clothing allowance	10/11/2023	11/2/2023
TWWP	510.24.053.51820.523100.	Clothing Allowance	2023	INV	Paid	346.78	80440 2487	K. Knowles clothing allowance	10/11/2023	11/2/2023
TYLERTEC	502.11.023.59418.541040.	Financial System Project Mgmt.	2023	INV	Paid	14,823.60	80441 045-439617	Tyler Munis Contract	10/17/2023	11/2/2023
TYLERTEC	502.11.023.59418.541040.	Financial System Project Mgmt.	2023	INV	Paid	7,671.60	80441 045-440001	Tyler Munis Contract	10/17/2023	11/2/2023
UFS/BART	403.22.030.53190.541000.	Professional Svcs - General	2023	INV	Paid	1,680.00	80442 2023-1055	Autumn Ave soil testing	9/24/2023	11/2/2023
UFS/BART	403.22.030.53190.541000.	Professional Svcs - General	2023	INV	Paid	1,815.00	80442 2023-1103	Steller/Autumn ave soil testing & draft report	9/29/2023	11/2/2023
ULI	001.08.009.52122.522400.	LEOFF I Retiree Med & Premiums	2023	INV	Paid	70.50	80443 23-Oct	Group insurance premium	10/30/2023	11/2/2023
UNITEDSI	403.22.050.53145.548000.	Repair & Maintenance Services	2023	INV	Paid	185.00	80444 INV-01985009	Portable toilet service for D.O.C. operations	8/31/2023	11/2/2023
URBANF	417.13.471.59431.548155.	Urb Forest Trees Maint-Replace	2023	INV	Paid	3,032.87	80445 9852	Autumn Ave W. side replacement trees	9/28/2023	11/2/2023
UULC	401.18.037.53481.541000.	Professional Svcs - General	2023	INV	Paid	131.42	80446 3060231	Locating service	6/30/2023	11/2/2023
UULC	401.18.037.53481.541000.	Professional Svcs - General	2023	INV	Paid	73.37	80446 3090233	September locating service	9/30/2023	11/2/2023
VERIZ 3	502.11.020.51888.542010.	Cellular Telephone	2023	INV	Paid	1,992.72	80447 9944628582	PD Cell phones 8/23-9/23	9/16/2023	11/2/2023

VERIZCS	402.20.019.53510.542010.	Cellular Telephone	2023	INV	Paid	665.94	80448 9945137527	Machine to machine communications	9/23/2023	11/2/2023
WLACE	402.20.040.53580.531000.	Office Supplies	2023	INV	Paid	15.24	80449 15310182	Door stop lab	10/2/2023	11/2/2023
WLACE	403.22.030.53190.531300.	Repair & Maintenance Supplies	2023	INV	Paid	221.17	80449 15310114	Fuel & marking supplies	9/26/2023	11/2/2023

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$1,252,270.74

For claims warrants numbered 80450 through 80534 & dated 11/8/2023

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A & H	001.15.034.55850.523100.	Clothing Allowance	2023	INV	Paid	95.82	80450 17632	B. Buelna 2 shirts 1 jacket	10/25/2023	11/8/2023
Absher Construction	310.13.702.59418.541060.	Community Ctr. - Design	2023	INV	Paid	293,072.26	80451 2	Design-Build contractor fees for design of comm ct	10/25/2023	11/8/2023
AECOLGY	403.22.030.53190.548000.	Repair & Maintenance Services	2023	INV	Paid	3,735.27	80452 1562	Herbicide treatment for restoration sites	10/4/2023	11/8/2023
ALBIREO	510.24.053.51820.548000.	Repair & Maintenance Services	2023	INV	Paid	1,754.38	80453 PIN0030819	CO2 sensor replace-council chambers	10/11/2023	11/8/2023
AM TEST	402.20.040.53585.541000.	Professional Svcs - General	2023	INV	Paid	1,055.00	80454 136002	3rd party lab	9/30/2023	11/8/2023
AMZONCAP	001.10.017.52560.535900.	Small Tools & Equipment	2023	INV	Paid	619.62	80455 1MIH-DLKH-FCR3	Emergency management battery	10/22/2023	11/8/2023
AMZONCAP	001.12.028.57680.531000.	Office Supplies	2023	INV	Paid	7.00	80455 1NQD-PWF3-9I4N	Shared general office supplies	9/27/2023	11/8/2023
AMZONCAP	001.12.028.57680.531000.	Office Supplies	2023	INV	Paid	20.00	80455 1XGM-RCGN-QFDJ	Shared general office supplies	9/23/2023	11/8/2023
AMZONCAP	001.12.028.57680.531000.	Office Supplies	2023	INV	Paid	18.00	80455 11TJ-G31G-NQR9	Cashiering receipt paper & ink	10/13/2023	11/8/2023
AMZONCAP	001.12.028.57680.531060.	Safety Supplies	2023	INV	Paid	6.50	80455 1KXR-4C7W-MVK7	Rapid covid tests	9/22/2023	11/8/2023
AMZONCAP	001.16.035.54230.531000.	Office Supplies	2023	INV	Paid	7.00	80455 1NQD-PWF3-9I4N	Shared general office supplies	9/27/2023	11/8/2023
AMZONCAP	001.16.035.54230.531000.	Office Supplies	2023	INV	Paid	20.00	80455 1XGM-RCGN-QFDJ	Shared general office supplies	9/23/2023	11/8/2023
AMZONCAP	001.16.035.54230.531000.	Office Supplies	2023	INV	Paid	18.00	80455 11TJ-G31G-NQR9	Cashiering receipt paper & ink	10/13/2023	11/8/2023
AMZONCAP	001.16.035.54230.531050.	Uniforms & Protective Gear	2023	INV	Paid	6.50	80455 1KXR-4C7W-MVK7	Rapid covid tests	9/22/2023	11/8/2023
AMZONCAP	401.18.019.53410.531050.	Uniforms & Protective Gear	2023	INV	Paid	6.50	80455 1KXR-4C7W-MVK7	Rapid covid tests	9/22/2023	11/8/2023
AMZONCAP	401.18.037.53481.531000.	Office Supplies	2023	INV	Paid	10.00	80455 1DPN-C134-NQ13	Space Heater	9/22/2023	11/8/2023
AMZONCAP	401.18.037.53481.531000.	Office Supplies	2023	INV	Paid	7.00	80455 1NQD-PWF3-9I4N	Shared general office supplies	9/27/2023	11/8/2023
AMZONCAP	401.18.037.53481.531000.	Office Supplies	2023	INV	Paid	20.00	80455 1XGM-RCGN-QFDJ	Shared general office supplies	9/23/2023	11/8/2023
AMZONCAP	401.18.037.53481.531000.	Office Supplies	2023	INV	Paid	15.00	80455 11TJ-G31G-NQR9	Cashiering receipt paper & ink	10/13/2023	11/8/2023
AMZONCAP	402.20.040.53580.531000.	Office Supplies	2023	INV	Paid	11.42	80455 1DPN-C134-NQ13	Space Heater	9/22/2023	11/8/2023
AMZONCAP	402.20.040.53580.531000.	Office Supplies	2023	INV	Paid	7.00	80455 1NQD-PWF3-9I4N	Shared general office supplies	9/27/2023	11/8/2023
AMZONCAP	402.20.040.53580.531000.	Office Supplies	2023	INV	Paid	19.00	80455 1XGM-RCGN-QFDJ	Shared general office supplies	9/23/2023	11/8/2023
AMZONCAP	402.20.040.53580.531000.	Office Supplies	2023	INV	Paid	10.51	80455 11TJ-G31G-NQR9	Cashiering receipt paper & ink	10/13/2023	11/8/2023
AMZONCAP	402.20.040.53580.531050.	Uniforms & Protective Gear	2023	INV	Paid	6.50	80455 1KXR-4C7W-MVK7	Rapid covid tests	9/22/2023	11/8/2023
AMZONCAP	403.22.050.53130.531000.	Office Supplies	2023	INV	Paid	10.00	80455 1DPN-C134-NQ13	Space Heater	9/22/2023	11/8/2023
AMZONCAP	403.22.050.53130.531000.	Office Supplies	2023	INV	Paid	7.00	80455 1NQD-PWF3-9I4N	Shared general office supplies	9/27/2023	11/8/2023
AMZONCAP	403.22.050.53130.531000.	Office Supplies	2023	INV	Paid	19.00	80455 1XGM-RCGN-QFDJ	Shared general office supplies	9/23/2023	11/8/2023
AMZONCAP	403.22.050.53130.531050.	Uniforms & Protective Gear	2023	INV	Paid	12.98	80455 1KXR-4C7W-MVK7	Rapid covid tests	9/22/2023	11/8/2023
AMZONCAP	403.22.030.53190.531000.	Office Supplies	2023	INV	Paid	7.00	80455 1NQD-PWF3-9I4N	Shared general office supplies	9/27/2023	11/8/2023
AMZONCAP	403.22.030.53190.531000.	Office Supplies	2023	INV	Paid	19.00	80455 1XGM-RCGN-QFDJ	Shared general office supplies	9/23/2023	11/8/2023
AMZONCAP	403.22.030.53190.531050.	Uniforms & Protective Gear	2023	INV	Paid	6.50	80455 1KXR-4C7W-MVK7	Rapid covid tests	9/22/2023	11/8/2023
AMZONCAP	501.23.051.54868.531000.	Office Supplies	2023	INV	Paid	8.34	80455 1NQD-PWF3-9I4N	Shared general office supplies	9/27/2023	11/8/2023
AMZONCAP	501.23.051.54868.531000.	Office Supplies	2023	INV	Paid	17.61	80455 1XGM-RCGN-QFDJ	Shared general office supplies	9/23/2023	11/8/2023
AMZONCAP	501.23.051.54868.531050.	Uniforms & Protective Gear	2023	INV	Paid	6.48	80455 1KXR-4C7W-MVK7	Rapid covid tests	9/22/2023	11/8/2023
AMZONCAP	510.24.053.51820.531000.	Office Supplies	2023	INV	Paid	8.34	80455 1NQD-PWF3-9I4N	Shared general office supplies	9/27/2023	11/8/2023
AMZONCAP	510.24.053.51820.531000.	Office Supplies	2023	INV	Paid	17.62	80455 1XGM-RCGN-QFDJ	Shared general office supplies	9/23/2023	11/8/2023
AP	402.20.040.53580.531300.	Repair & Maintenance Supplies	2023	INV	Paid	1,174.27	80456 tm-219914	Restripe WW operations bldg for parks	9/22/2023	11/8/2023
ASPECT	417.13.423.59434.541070.	Studies & Inspections	2023	INV	Paid	10,522.75	80457 53607	ASR Analysis & feasibility study ending 9/29/23	10/16/2023	11/8/2023
AWC	402.20.040.53580.543000.	Training & Travel	2023	INV	Paid	345.00	80458 115179	AWC Labor Relations training- Mike Chambliss	3/9/2023	11/8/2023
BDA	310.12.609.59476.541098.	All-Incl Playgrnd - Design	2023	INV	Paid	2,550.00	80459 6667	Centennial Fields Design Services	10/6/2023	11/8/2023
BEOWI	310.12.609.59476.541077.	All-Incl Playgrnd - Prof'l Svcs	2023	INV	Paid	45.00	80460 1075342	Centennial all inclusive playground bid ad	9/6/2023	11/8/2023
BHS	510.24.053.51820.531300.	Repair & Maintenance Supplies	2023	INV	Paid	1,772.45	80461 53850052.001	City Hall 4 office door relocl/rehousing	9/20/2023	11/8/2023
BHS	510.24.053.51820.531300.	Repair & Maintenance Supplies	2023	INV	Paid	110.95	80461 53849473.001	City Facility key stock AB1 and SKD1/new hires	9/19/2023	11/8/2023
BONY	001.06.007.51423.541090.	Financial Services	2023	INV	Paid	1,500.00	80462 252-2583577	Yearly investment account admin fee	10/5/2023	11/8/2023
CDWG	001.09.014.52250.531820.	Info Tech Components	2023	INV	Paid	188.97	80463 MB85524	ESO Microsoft surface tablet	9/20/2023	11/8/2023
CDWG	502.11.021.51888.548860.	Hardware-Software Maintenance	2023	INV	Paid	1,565.45	80463 LR61392	QNAP NAS server for PD	9/1/2023	11/8/2023
CENLINK	502.11.020.51888.542000.	Telephone Service	2023	INV	Paid	1,342.29	80464 300575004 6-20	PD Land Lines	6/20/2023	11/8/2023
CENLINK	502.11.020.51888.542000.	Telephone Service	2023	INV	Paid	1,457.68	80464 300575004 11-22	PD Land Lines	11/20/2022	11/8/2023
CINTAS	001.13.000.51810.531080.	First Aid Cabinet Supplies	2023	INV	Paid	1,264.96	80465 5181371419	First aid cabinets-City Hall, PD and PW	10/25/2023	11/8/2023
CO	001.01.001.51310.531000.	Office Supplies	2023	INV	Paid	298.32	80466 2246256-0	Pressboard divider folders for C.A.	10/24/2023	11/8/2023
CO	001.06.007.51423.531000.	Office Supplies	2023	INV	Paid	241.21	80466 2245902-0	Wall clock, letter openers, calc tape, copier pape	10/23/2023	11/8/2023
CO	001.06.007.51423.531000.	Office Supplies	2023	INV	Paid	23.24	80466 2246125-0	Monthly planner	10/24/2023	11/8/2023

CO	001.06.007.51423.531000.	Office Supplies	2023	INV	Paid	22.23	80466 2246451-0	AA batteries	10/25/2023	11/8/2023
CO	510.24.053.51820.531340.	Custodial & Cleaning Supplies	2023	INV	Paid	508.87	80466 2245902-0	Paper towels, TP, facial tissue	10/23/2023	11/8/2023
Control Systems	417.13.454.59435.563000.	WRF Improve Construction	2023	INV	Paid	607.12	80467 1252	Delivery inspection of MCC-C at WRF	7/12/2023	11/8/2023
CORPPAY	001.05.005.51420.541000.	Professional Svcs - General	2023	INV	Paid	310.15	80468 10-23 DD	Stericycle-Records Shredding	10/23/2023	11/8/2023
CORPPAY	001.07.008.55720.531000.	Office Supplies	2023	INV	Paid	22.86	80468 10-23 DM	Inadvertent Amazon purchase -reimbursed City	10/23/2023	11/8/2023
CORPPAY	001.07.008.55720.549100.	City-Sponsored Expenses	2023	INV	Paid	152.14	80468 10-23 DM	Coffee- staff management meeting	10/23/2023	11/8/2023
CORPPAY	001.07.008.55720.549200.	Dues-Subscriptions-Memberships	2023	INV	Paid	62.06	80468 10-23 DM	Mailchimp subscription - City E-news	10/23/2023	11/8/2023
CORPPAY	001.02.002.51160.543000.	Training & Travel	2023	INV	Paid	150.00	80468 10-23 DD	Sound cities association-CM Wotton	10/23/2023	11/8/2023
CORPPAY	001.02.002.51160.549100.	City-Sponsored Expenses	2023	INV	Paid	185.98	80468 10-23 DD	Council special meeting-legislators-refresments	10/23/2023	11/8/2023
CORPPAY	001.02.002.51160.549100.	City-Sponsored Expenses	2023	INV	Paid	28.09	80468 10-23 NW	Carol Peterson Reception supplies	10/23/2023	11/8/2023
CORPPAY	001.28.056.57120.531900.	COVID-19 Supplies Contingency	2023	INV	Paid	408.36	80468 10-23 NW	Halloween Supplies \$46.90, \$334.75, \$26.71	10/23/2023	11/8/2023
CORPPAY	001.28.056.57120.543000.	Training & Travel	2023	INV	Paid	35.00	80468 10-23 NW	Chamber Luncheon - N. Wiebe	10/23/2023	11/8/2023
CORPPAY	001.28.061.57320.531900.	COVID-19 Supplies Contingency	2023	INV	Paid	1,136.79	80468 10-23 NW	Holiday Garland Downtown	10/23/2023	11/8/2023
CORPPAY	001.28.057.57390.531900.	Miscellaneous Supplies	2023	INV	Paid	1,894.64	80468 10-23 MC	City holiday lighting supplies	10/23/2023	11/8/2023
CORPPAY	001.28.057.57390.531900.	Miscellaneous Supplies	2023	INV	Paid	1,283.03	80468 10-23 DD	Winter Lights Event	10/23/2023	11/8/2023
CORPPAY	001.28.057.57390.531900.	Miscellaneous Supplies	2023	INV	Paid	1,253.67	80468 10-23 DM	Winter Lights supplies	10/23/2023	11/8/2023
CORPPAY	001.01.001.51310.543000.	Training & Travel	2023	INV	Paid	188.44	80468 10-23 KR	AWC Mayor's exchange - Icicle Village	10/23/2023	11/8/2023
CORPPAY	001.01.001.51310.543000.	Training & Travel	2023	INV	Paid	55.00	80468 10-23 DD	Sound Cities Association-Mayor Ross	10/23/2023	11/8/2023
CORPPAY	001.01.001.51310.549100.	City-Sponsored Expenses	2023	INV	Paid	35.00	80468 10-23 NW	Chamber luncheon - Mayor	10/23/2023	11/8/2023
CORPPAY	001.06.007.51423.531000.	Office Supplies	2023	INV	Paid	666.99	80468 10-23 FIN	MUNIS check stock	10/23/2023	11/8/2023
CORPPAY	001.06.007.51423.543000.	Training & Travel	2023	INV	Paid	269.00	80468 10-23 FIN	PSFOA Oct 2023 Meeting-K. Henderson & I. Treptow	10/23/2023	11/8/2023
CORPPAY	001.14.031.55860.549100.	City-Sponsored Expenses	2023	INV	Paid	163.71	80468 10-23 CD	Pizza for comp plan open house	10/23/2023	11/8/2023
CORPPAY	012.13.115.57320.531910.	Operating Supplies	2023	INV	Paid	130.86	80468 10-23 NW	Plein Air expense-Framing	10/23/2023	11/8/2023
CORPPAY	012.13.115.57320.549100.	City-Sponsored Expenses	2023	INV	Paid	111.50	80468 10-23 NW	Art Annual retreat refreshments	10/23/2023	11/8/2023
CORPPAY	401.18.019.53410.523300.	Reimb - Dues, Licenses & Cert	2023	INV	Paid	104.04	80468 10-23 JQ	CCC License applications - Ren & Shinn	10/23/2023	11/8/2023
CORPPAY	401.18.037.53481.548270.	License & Permit Fees	2023	INV	Paid	146.00	80468 10-23 JQ	KC flood permit fee-384th sewer design	10/23/2023	11/8/2023
CORPPAY	403.22.019.53110.549100.	City-Sponsored Expenses	2023	INV	Paid	99.96	80468 10-23 DH	P. Bennett City event food/snacks Green Snoq Day	10/23/2023	11/8/2023
CORPPAY	403.22.019.53110.549100.	City-Sponsored Expenses	2023	INV	Paid	109.00	80468 10-23 NW	Coffee for green Snoqualmie event	10/23/2023	11/8/2023
CORPPAY	403.22.030.53190.543000.	Training & Travel	2023	INV	Paid	735.33	80468 10-23 JQ	Marquart TRAQ workshop	10/23/2023	11/8/2023
COS BD	417.13.406.59431.541060.	Design Svcs Sandy Cove Stable	2023	INV	Paid	500.00	80469 CG2023-0003	Sandy Cove bank restoration C&G permit	7/19/2023	11/8/2023
COS BD	417.13.406.59431.541060.	Design Svcs Sandy Cove Stable	2023	INV	Paid	2,269.01	80469 NHC & Sea Times	Sandy Cove bank restoration professional services	7/19/2023	11/8/2023
CTV	001.12.028.57680.531300.	Repair & Maintenance Supplies	2023	INV	Paid	71.29	80470 8-25-23	Mop/mop heads & push broom	8/25/2023	11/8/2023
CTV	001.12.028.57680.531300.	Repair & Maintenance Supplies	2023	INV	Paid	117.77	80470 10/25/23 JQ	Assorted Repair and Maint. Supplies	10/25/2023	11/8/2023
CTV	001.16.035.54230.531300.	Repair & Maintenance Supplies	2023	INV	Paid	20.12	80470 8-25-23	Markers & lock pin	8/25/2023	11/8/2023
CTV	001.16.035.54230.531300.	Repair & Maintenance Supplies	2023	INV	Paid	33.89	80470 10-25-23 Streets/H2O	Split key ring	10/25/2023	11/8/2023
CTV	401.18.037.53481.531300.	Repair & Maintenance Supplies	2023	INV	Paid	85.96	80470 8-25-23	Measuring cup	8/25/2023	11/8/2023
CTV	401.18.037.53481.531300.	Repair & Maintenance Supplies	2023	INV	Paid	46.81	80470 10-25-23 Streets/H2O	Shovel	10/25/2023	11/8/2023
CTV	402.20.040.53580.531300.	Repair & Maintenance Supplies	2023	INV	Paid	52.21	80470 8-25-23	Wasp spray, plunger & pail	8/25/2023	11/8/2023
CTV	403.22.050.53130.531300.	Repair & Maintenance Supplies	2023	INV	Paid	171.22	80470 8-25-23	Duct tape, fence staples & Trash can	8/25/2023	11/8/2023
CTV	403.22.030.53190.531300.	Repair & Maintenance Supplies	2023	INV	Paid	251.89	80470 10-25-23 Urban Forst	Assorted repair & maintenance supplies	10/25/2023	11/8/2023
CWS	001.09.014.52220.531912.	EMS Supplies & Equipment	2023	INV	Paid	71.18	80471 RN09232301	Helium/oxygen - EMS supplies	10/25/2023	11/8/2023
DBE	502.11.021.51888.548860.	Hardware-Software Maintenance	2023	INV	Paid	447.00	80472 INV587156	Canon check scanner contract	10/8/2023	11/8/2023
Deana Dean	001.05.005.51420.543000.	Training & Travel	2023	INV	Paid	121.18	80473 Reimb D. Dean	WCIA Board Meeting Mileage	10/23/2023	11/8/2023
Deana Dean	001.02.002.51160.549100.	City-Sponsored Expenses	2023	INV	Paid	143.19	80473 Reimb D. Dean	Refreshments, Carol Peterson reception	10/23/2023	11/8/2023
DJC	417.13.406.59431.541390.	Advertising, Legal Notices etc	2023	INV	Paid	580.80	80474 3391422	Sandy Cove bank restoration-legal ad	8/8/2023	11/8/2023
DOE2	402.20.019.53510.523300.	Reimb - Dues, Licenses & Cert	2023	INV	Paid	135.00	80475 op-24dalmie8623	Ryan operator certification	12/31/2023	11/8/2023
DOE2	402.20.019.53510.523300.	Reimb - Dues, Licenses & Cert	2023	INV	Paid	135.00	80475 op-24dalmie8623	Tom operator certification	12/31/2023	11/8/2023
DONR	417.13.406.59431.541060.	Design Svcs Sandy Cove Stable	2023	INV	Paid	1,000.00	80476 100172094	Sandy Cove bank restoration-permitting	10/11/2023	11/8/2023
Emily Artech	001.14.031.55860.543000.	Training & Travel	2023	INV	Paid	32.23	80477 Reimb E. Artech	Mileage to Snoq Valley watershed forum & MBP board	10/25/2023	11/8/2023
GIRARD	403.22.030.53190.531300.	Repair & Maintenance Supplies	2023	INV	Paid	187.31	80478 91139	Mulch for Elderberry/Carmichael	9/25/2023	11/8/2023
GIRARD	403.22.030.53190.531300.	Repair & Maintenance Supplies	2023	INV	Paid	518.55	80478 91351	Mulch for park street revetment	9/28/2023	11/8/2023
GRAINGER	402.20.040.53555.531300.	Repair & Maintenance Supplies	2023	INV	Paid	140.42	80479 9845794180	Machine guard panel	9/21/2023	11/8/2023
HDF	401.18.037.53481.531300.	Repair & Maintenance Supplies	2023	INV	Paid	2,445.93	80480 16533978	2" fittings	10/4/2023	11/8/2023
HDFACIL	510.24.053.51820.531300.	Repair & Maintenance Supplies	2023	INV	Paid	2,063.93	80481 9219499074	One of three fire station refrigerators replaced	10/11/2023	11/8/2023
HMPAC	403.22.050.53145.548100.	Detention Pond Cleaning	2023	INV	Paid	3,917.84	80482 5930142	Fisher storm pond sediment disposal	9/19/2023	11/8/2023
HMPAC	403.22.050.53145.548100.	Detention Pond Cleaning	2023	INV	Paid	3,733.32	80482 5930488	Woody creek storm pond sediment disposal	9/20/2023	11/8/2023
HMPAC	403.22.050.53145.548100.	Detention Pond Cleaning	2023	INV	Paid	2,793.26	80482 5930793	Woody creek storm pond sediment disposal	9/21/2023	11/8/2023
HSI	001.09.014.52210.549100.	City-Sponsored Expenses	2023	INV	Paid	45.00	80483 1895295	Online instructor fee	9/26/2023	11/8/2023
Hunter Ross	310.00.000.31760.317600.	TBD Vehicle Fees	2023	INV	Paid	20.00	80484 VLR H. Ross	VLR 1 @ \$20.00	10/20/2023	11/8/2023
IHK	403.22.030.53190.531300.	Repair & Maintenance Supplies	2023	INV	Paid	574.57	80485 72582P	Chainsaw chain	9/29/2023	11/8/2023
Ivoxy Consulting Inc	502.11.021.51888.548860.	Hardware-Software Maintenance	2023	INV	Paid	9,000.00	80486 TYLWQ2064	Ivoxy consulting services	9/29/2023	11/8/2023
Ivoxy Consulting Inc	502.11.021.51888.548860.	Hardware-Software Maintenance	2023	INV	Paid	9,000.00	80486 TYLWQ2065	IVOXY Consulting services	10/5/2023	11/8/2023

JENKINS	402.20.045.53560.548801.	Clean Sewer Collection System	2023	INV	Paid	2,620.31	80487 28665	Clean wetwells	9/26/2023	11/8/2023
Jonathan Kesler	001.14.031.55860.543000.	Training & Travel	2023	INV	Paid	558.13	80488 Reimb J.Kesler	J. Kesler APA annual conference lodging & per diem	10/23/2023	11/8/2023
KC #27	001.09.014.52220.541190.	Temporary Agency Personnel	2023	INV	Paid	3,340.98	80489 523-03	Shared staffing S. Bandy & S. Fleming	10/25/2023	11/8/2023
KC 710	001.16.035.54264.548000.	Repair & Maintenance Services	2023	INV	Paid	10,908.02	80490 128671-128673	Traffic control devices signal maintenance	8/31/2023	11/8/2023
KC RADIO	001.09.014.52250.542100.	Cellular Telephone	2023	INV	Paid	1,037.54	80491 20147	Radio Comm Svcs	10/25/2023	11/8/2023
KCDA	001.12.028.57680.531000.	Office Supplies	2023	INV	Paid	26.55	80492 300745217	Copier paper	9/29/2023	11/8/2023
KCDA	001.16.035.54230.531000.	Office Supplies	2023	INV	Paid	26.54	80492 300745217	Copier paper	9/29/2023	11/8/2023
KCDA	401.18.037.53481.531000.	Office Supplies	2023	INV	Paid	26.54	80492 300745217	Copier paper	9/29/2023	11/8/2023
KCDA	403.22.019.53110.531000.	Office Supplies	2023	INV	Paid	26.54	80492 300745217	Copier paper	9/29/2023	11/8/2023
KCDA	403.22.030.53190.531000.	Office Supplies	2023	INV	Paid	26.54	80492 300745217	Copier paper	9/29/2023	11/8/2023
KCDA	501.23.051.54868.531000.	Office Supplies	2023	INV	Paid	26.54	80492 300745217	Copier paper	9/29/2023	11/8/2023
KENSTOW	501.23.051.54868.541000.	Professional Svcs - General	2023	INV	Paid	419.48	80493 23-5091	P&PW Tow - 2012 Chevy Colorado	10/20/2023	11/8/2023
Kimley-Horn	001.12.028.57680.541000.	Professional Svcs - General	2023	INV	Paid	5,159.00	80494 25447718	Parks, recreation and open space plan	8/31/2023	11/8/2023
Landscape Structures	310.12.609.59476.563013.	All-Incl Playgrnd - Construct	2023	INV	Paid	543,310.31	80495 135054	Centennial Fields all inclusive park-equip purcha	9/25/2023	11/8/2023
LAWSONPR	402.20.040.53580.531300.	Repair & Maintenance Supplies	2023	INV	Paid	305.62	80496 9310986580	Restocked supplies for shop	10/10/2023	11/8/2023
LNCS	001.09.014.52220.531912.	EMS Supplies & Equipment	2023	INV	Paid	53.77	80497 INV750065	Face cap - EMS supplies	10/17/2023	11/8/2023
LNCS	001.09.014.52250.535900.	Small Tools & Equipment	2023	INV	Paid	1,491.80	80497 INV750430	13 mm Clutch	10/17/2023	11/8/2023
LOUDEDGE	310.12.609.59476.541098.	All-Incl Playgrnd - Design	2023	INV	Paid	725.00	80498 COS-050222	Centennial all inclusive playground sign design	9/6/2023	11/8/2023
Lyle Beach	402.20.040.53580.523100.	Clothing Allowance	2023	INV	Paid	750.00	80499 Reimb L. Beach	Work Boots X 2 & foul Weather rain boots X 2	10/19/2023	11/8/2023
Marine Lumber	403.22.030.53190.531300.	Repair & Maintenance Supplies	2023	INV	Paid	6,624.40	80500 13864	Lumber for wetland sign replacement	10/11/2023	11/8/2023
NB AUTO/	501.23.051.54868.531301.	Repair Parts	2023	INV	Paid	7,172.27	80501 Multiple 10-23	ER&R repair parts	10/25/2023	11/8/2023
NB AUTO/	001.09.014.52220.531910.	Operating Supplies	2023	INV	Paid	105.56	80502 9-23 Napa FD	Car wash, dip brush, cleaning wipes & tie downs	10/25/2023	11/8/2023
NB AUTO/	403.22.030.53190.531300.	Repair & Maintenance Supplies	2023	INV	Paid	26.68	80502 2301	Sockets for catch basin lid removal	8/29/2023	11/8/2023
NEXTREQ	001.05.005.51420.541000.	Professional Svcs - General	2023	INV	Paid	11,748.13	80503 30264	Next Request Platform 8/23 - 7/24	8/3/2023	11/8/2023
NHC	403.22.050.53145.541050.	Engineering Services	2023	INV	Paid	254.52	80504 30348	Highflow bypass monitoring/setting up meter	10/19/2023	11/8/2023
NHC	417.13.406.59431.541060.	Design Svcs Sandy Cove Stable	2023	INV	Paid	15,958.23	80504 30345	Sandy Cove bank restoration-design/engineering	10/19/2023	11/8/2023
OD 32559	402.20.040.53580.531000.	Office Supplies	2023	INV	Paid	239.57	80505 3297446680001	Keyboard and mouse for wok station	9/28/2023	11/8/2023
OD 32559	402.20.040.53580.531000.	Office Supplies	2023	INV	Paid	75.13	80505 329744856001	USB port for workstation	9/28/2023	11/8/2023
OD 32559	402.20.040.53580.531000.	Office Supplies	2023	INV	Paid	156.75	80505 334499378001	Lanyards for City badges	10/3/2023	11/8/2023
OD 32559	402.20.040.53580.531050.	Uniforms & Protective Gear	2023	INV	Paid	23.02	80505 334499376001	Badge holders	9/29/2023	11/8/2023
OD 32559	402.20.040.53580.531820.	Info Tech Components	2023	INV	Paid	467.51	80505 329669613001	Monitors for Andrew workstation at plant	10/2/2023	11/8/2023
OFFICES	001.14.032.55860.541100.	Legal Services	2023	INV	Paid	2,072.00	80506 1238	WIRE2023-0001 Hearing examiner meeting	9/25/2023	11/8/2023
ORKIN	402.20.040.53580.548200.	Custodial & Cleaning Services	2023	INV	Paid	154.63	80507 250758887	Rodent Control	10/3/2023	11/8/2023
OTAK	310.13.701.59418.541040.	Facilities Maint - Const Mgmt	2023	INV	Paid	1,058.75	80508 102300345	Construction management - City hall Stairs 9/23	10/24/2023	11/8/2023
OTAK	310.17.506.59530.541060.	Design Services	2023	INV	Paid	11,328.10	80508 102300173	Towncenter phase 3-design/engineering	10/19/2023	11/8/2023
OTAK	310.17.508.59550.541065.	Kimball Ck Bridges -Design	2023	INV	Paid	31,185.50	80508 102300348	Professional services - Kimball Creek Bridge design	10/24/2023	11/8/2023
PB 179	001.13.000.51890.542300.	Postage & Freight	2023	INV	Paid	575.32	80509 3318236846	Postage Machine lease 8/28/23 - 11/27/23	10/31/2023	11/8/2023
PBBIPP	001.13.000.51890.542300.	Postage & Freight	2023	INV	Paid	2,097.33	80510 PP 10-23	Purchase Power credit line (Finance charges)	10/15/2023	11/8/2023
PLATT	510.24.053.51820.531300.	Repair & Maintenance Supplies	2023	INV	Paid	358.31	80511 4127978	Electrical supplies, bulbs, ballasts, light fixtur	10/9/2023	11/8/2023
PLATT	510.24.053.51820.531300.	Repair & Maintenance Supplies	2023	INV	Paid	97.96	80511 4138599	Electrical supplies, bulbs, ballasts, light fixtur	10/9/2023	11/8/2023
POA	502.11.020.51888.545200.	Rent - Furniture & Equipment	2023	INV	Paid	37.76	80512 731840	Copier image overage	10/8/2023	11/8/2023
POLY	402.20.040.53555.531500.	Sewage Treatment Chemicals	2023	INV	Paid	9,267.39	80513 1780228	Polymer for solids processing	10/19/2023	11/8/2023
PRE-EMPL	001.09.014.52220.541000.	Professional Svcs - General	2023	INV	Paid	14.90	80514 369143	Background check	9/30/2023	11/8/2023
PSE	001.09.014.52250.547100.	Electricity	2023	INV	Paid	1,224.82	80515 200011257959 10-23	Electricity FD	10/25/2023	11/8/2023
PSE	001.12.028.57680.547100.	Electricity	2023	INV	Paid	2,329.81	80515 007355 10-23	Electricity	10/26/2023	11/8/2023
PSE	001.16.035.54263.547100.	Electricity	2023	INV	Paid	25.32	80515 943807 10-23	Electricity	10/26/2023	11/8/2023
PSE	402.20.040.53580.547100.	Electricity	2023	INV	Paid	1,188.95	80515 300000010474 10-23	Electricity	10/9/2023	11/8/2023
PSE	510.24.053.51820.547100.	Electricity	2023	INV	Paid	371.26	80515 300000010474 10-23	Electricity	10/9/2023	11/8/2023
PSRFA	501.23.051.54868.548000.	Repair & Maintenance Services	2023	INV	Paid	5,968.02	80516 4651	Fire apparatus repair and service	11/1/2023	11/8/2023
R&R Compressor	510.24.053.51820.548000.	Repair & Maintenance Services	2023	INV	Paid	2,881.24	80517 43056615	Annual facility air compressor PM Service	10/19/2023	11/8/2023
ROBERTH	502.11.023.59418.541190.	Temporary Agency Personnel	2023	INV	Paid	3,600.00	80518 62711809	IT contract worker - Asker	10/19/2023	11/8/2023
RRJ Company	417.00.000.22340.223400.	Const Contract Retainage	2023	INV	Paid	-5,537.99	80519 2023442	2023 Urban forest improv: Const on Autumn & o'Neil	10/2/2023	11/8/2023
RRJ Company	417.13.471.59431.548155.	Urb Forest Trees Maint-Replace	2023	INV	Paid	120,617.32	80519 2023442	2023 Urban forest improv: Const on Autumn & o'Neil	10/2/2023	11/8/2023
SEATIMES	001.14.031.55860.541390.	Advertising, Legal Notices etc	2023	INV	Paid	405.84	80520 45103	Seattle Times publications-358455	9/30/2023	11/8/2023
SEATIMES	001.14.031.55860.541390.	Advertising, Legal Notices etc	2023	INV	Paid	51.29	80520 65161	Seattle Times Publication - 65161	10/17/2023	11/8/2023
SEATIMES	001.14.031.55860.541390.	Advertising, Legal Notices etc	2023	INV	Paid	51.29	80520 65163	Seattle times publication - 65163	10/17/2023	11/8/2023
SEATIMES	001.14.031.55860.541390.	Advertising, Legal Notices etc	2023	INV	Paid	55.75	80520 65441	Seattle times publication - 65441	10/19/2023	11/8/2023
SEATIMES	001.14.032.55860.541390.	Advertising, Legal Notices etc	2023	INV	Paid	597.57	80520 43711	Seattle Times Publication - 356031	8/31/2023	11/8/2023
SEATIMES	001.14.032.55860.541390.	Advertising, Legal Notices etc	2023	INV	Paid	158.80	80520 45103	Seattle Times publications-359764	9/30/2023	11/8/2023
Sheryl Ross	310.00.000.31760.317600.	TBD Vehicle Fees	2023	INV	Paid	40.00	80521 VLR Refund - Ross	VLF 2 @ \$20.00 eacS	10/19/2023	11/8/2023
STORMLK	403.22.030.53190.531300.	Repair & Maintenance Supplies	2023	INV	Paid	2,119.65	80522 23-649	Trees for green Snoqualmie day planting	10/6/2023	11/8/2023
THC	501.23.051.54868.545100.	Rent - Shop Equipment	2023	INV	Paid	2,776.95	80523 31174508-047	PW shop gen set radiator and fan	10/7/2023	11/8/2023

Toyota Tsusho Materi	501.23.052.59448.564000.	Fleet Vehicles & Equipment	2023	INV	Paid	44,495.45	80524 21014891	2023-24 ER&R replacement forklift #245	9/27/2023	11/8/2023
TSI LW	402.20.040.53555.548000.	Repair & Maintenance Services	2023	INV	Paid	7,622.05	80525 8161-004a	Replace VFD fans that failed	10/17/2023	11/8/2023
TWWP	310.12.600.59476.541040.	Financial System Project Mgmt	2023	INV	Paid	198.16	80526 2351	PPE	6/15/2023	11/8/2023
TWWP	402.20.019.53510.523100.	Clothing Allowance	2023	INV	Paid	515.20	80526 2478	Ryan clothing	10/4/2023	11/8/2023
TWWP	417.13.406.59431.541040.	Financial System Project Mgmt	2023	INV	Paid	198.16	80526 2351	PPE	6/15/2023	11/8/2023
TWWP	501.23.051.54868.523100.	Clothing Allowance	2023	INV	Paid	584.54	80526 2518	D. Harris clothing allowance	10/24/2023	11/8/2023
TYLERTEC	502.11.023.59418.541040.	Financial System Project Mgmt.	2023	INV	Paid	1,600.00	80527 045-435633	Tyler Munis contract	8/29/2023	11/8/2023
ULINE	401.18.037.53481.531300.	Repair & Maintenance Supplies	2023	INV	Paid	725.92	80528 169309340	Gloves & storage bins	10/5/2023	11/8/2023
ULINE	402.20.040.53580.531910.	Operating Supplies	2023	INV	Paid	85.65	80528 169170750	Brush for cleaning windows	10/2/2023	11/8/2023
URNW	402.20.040.53580.545200.	Rent - Furniture & Equipment	2023	INV	Paid	1,822.99	80529 222430869-003	Rent lift for antenna project	10/3/2023	11/8/2023
URNW	501.23.052.59448.564000.	Fleet Vehicles & Equipment	2023	INV	Paid	4,086.61	80529 226422070-001	23-24 ER&R Asset replacement #246 (Wacker rammer)	10/26/2023	11/8/2023
UJLC	402.20.019.53510.541000.	Professional Svcs - General	2023	INV	Paid	72.08	80530 3090232	Emergency dispatch service	9/30/2023	11/8/2023
Vimily Benefit Soluti	001.08.009.52110.522200.	Medical-Dental-Vision Benefits	2023	INV	Paid	1,689.23	80531 PP Nov-23	Cobra for P. Phipps Nov coverage BSI #360074132	10/25/2023	11/8/2023
Vimily Benefit Soluti	014.08.012.52110.522200.	Medical-Dental-Vision Benefits	2023	INV	Paid	230.35	80531 PP Nov-23	Cobra for P. Phipps Nov coverage BSI #360074132	10/25/2023	11/8/2023
VWR	402.20.040.53585.531050.	Uniforms & Protective Gear	2023	INV	Paid	276.26	80532 8814204375	Lab gloves	10/2/2023	11/8/2023
WLACE	401.18.037.53481.531300.	Repair & Maintenance Supplies	2023	INV	Paid	38.78	80533 15310419	Fuel for small engines	10/25/2023	11/8/2023
WLACE	403.22.030.53190.531300.	Repair & Maintenance Supplies	2023	INV	Paid	31.59	80533 15310173	2-cycle fuel mix & storage container	10/2/2023	11/8/2023
WLACE	403.22.030.53190.531300.	Repair & Maintenance Supplies	2023	INV	Paid	14.17	80533 15310174	Storage box for grease gun	10/2/2023	11/8/2023
WLACE	510.24.053.51820.531300.	Repair & Maintenance Supplies	2023	INV	Paid	21.33	80533 15310371	City Hall second floor sink plugged	10/20/2023	11/8/2023
WLACE	510.24.053.51820.531300.	Repair & Maintenance Supplies	2023	INV	Paid	15.01	80533 15310425	Wall anchors office relocate City hall	10/26/2023	11/8/2023
WML	401.18.037.53481.541000.	Professional Svcs - General	2023	INV	Paid	390.00	80534 215405	September coliform samples	10/13/2023	11/8/2023



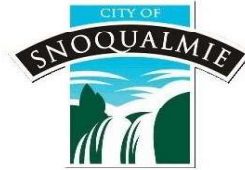
Payroll
Blanket Voucher Document

Claims presented to the City to be paid on 11/15/2023 in the amount of 127,765.00
which includes claim warrants numbered _____ through _____,
totaling \$ 0.00, and direct deposits totaling \$ 127,765.00.

Payroll

ACH Check Register

User: 'THolden'
 Printed: 11/14/2023 - 10:32AM
 Batch: 00001.11.2023 - 11-15-2023
 Include Partial: TRUE



Check Date	Check Number	Partial ACH	Employee Name	Amount
11/15/2023	0	False	Deana Dean	2,000.00
11/15/2023	0	False	Tania Holden	700.00
11/15/2023	0	False	Jimmie Betts Jr.	1,400.00
11/15/2023	0	False	Brendon Ecker	1,775.00
11/15/2023	0	False	Andrew Latham	1,700.00
11/15/2023	0	False	Sarah Reeder	3,050.00
11/15/2023	0	False	Andrew Jongekryg	1,750.00
11/15/2023	0	False	Krista Hintz	1,000.00
11/15/2023	0	False	Debbie Kinsman	1,500.00
11/15/2023	0	False	Gerald Knutsen	400.00
11/15/2023	0	False	Kyla Henderson	2,000.00
11/15/2023	0	False	Janna Walker	2,700.00
11/15/2023	0	False	Tami Wood	1,500.00
11/15/2023	0	False	Danna McCall	3,000.00
11/15/2023	0	False	Brian Lynch	1,500.00
11/15/2023	0	False	Melinda Black	1,600.00
11/15/2023	0	False	Stephanie Butler	2,800.00
11/15/2023	0	False	Austin Gutwein	2,100.00
11/15/2023	0	False	Joseph Spears	2,350.00
11/15/2023	0	False	Drew Ward	2,300.00
11/15/2023	0	False	Michael Peter	2,200.00
11/15/2023	0	False	Pamela Mandery	2,000.00
11/15/2023	0	False	James Aguirre	2,500.00
11/15/2023	0	False	Michael Liebetrau	1,250.00
11/15/2023	0	False	Craig Miller	2,350.00
11/15/2023	0	False	Marcus Sanchez	2,800.00
11/15/2023	0	False	Joseph Meadows	2,700.00
11/15/2023	0	False	Cory Hendricks	2,400.00
11/15/2023	0	False	Nicholas Schulgen	2,050.00
11/15/2023	0	False	David Doucett	2,850.00
11/15/2023	0	False	Chase Smith	2,000.00
11/15/2023	0	False	Kim Stonebraker-W	2,000.00
11/15/2023	0	False	James Kaae	2,000.00
11/15/2023	0	False	Jason Weiss	2,000.00
11/15/2023	0	False	Nigel Draveling	1,500.00
11/15/2023	0	False	Dmitriy Vladis	2,000.00
11/15/2023	0	False	Philip Bennett	1,440.00
11/15/2023	0	False	Dalton Hawk	1,900.00
11/15/2023	0	False	Jason Battles	1,800.00
11/15/2023	0	False	Neil MacVicar	1,700.00
11/15/2023	0	False	Ryan Barnet	1,775.00
11/15/2023	0	False	Michael Chambless	4,750.00
11/15/2023	0	False	Kevin Aspy	1,585.00
11/15/2023	0	False	Patrick Fry	2,900.00
11/15/2023	0	False	Andrew Vining	2,950.00
11/15/2023	0	False	Hind Ahmed	3,200.00

11/15/2023	0	False	Thomas Holmes	1,100.00
11/15/2023	0	False	Alec Bagley	1,900.00
11/15/2023	0	False	Joan Quade	1,150.00
11/15/2023	0	False	Ryan Dalziel	1,200.00
11/15/2023	0	False	Jason George	800.00
11/15/2023	0	False	Kevin Halbert	1,350.00
11/15/2023	0	False	Timothy Barrett	1,950.00
11/15/2023	0	False	Donald Harris	200.00
11/15/2023	0	False	Kevin Snyder	1,500.00
11/15/2023	0	False	Christopher Wilson	1,865.00
11/15/2023	0	False	Todd Shinn	1,000.00
11/15/2023	0	False	John Cooper	800.00
11/15/2023	0	False	Ilyse Treptow	950.00
11/15/2023	0	False	Jonathan Kesler	2,900.00
11/15/2023	0	False	Rebecca Buelna	1,200.00
11/15/2023	0	False	Dylan Gamble	1,875.00
11/15/2023	0	False	Michael Bailey	1,400.00
11/15/2023	0	False	Tylor Fischer	2,000.00
11/15/2023	0	False	Jacob Fouts	600.00
11/15/2023	0	False	Darby Summers	1,200.00
11/15/2023	0	False	Gregory Heath	2,200.00
11/15/2023	0	False	Matthew West	1,500.00
11/15/2023	0	False	Robert Lasswell	1,400.00
				0.00
				127,765.00
		Total Employees:	69	127,765.00






Claims Approval Report F&A 11-21-23, CM 11-27-23

Final Audit Report

2023-11-15

Created:	2023-11-15
By:	Tania Holden (THolden@snoqualmiewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAOBzRHR4H0Wv4sJD6gP-jgfNZVYRgB1Fh

"Claims Approval Report F&A 11-21-23, CM 11-27-23" History

-  Document created by Tania Holden (THolden@snoqualmiewa.gov)
2023-11-15 - 0:36:49 AM GMT
-  Document emailed to Jerry Knutsen (JKnutsen@snoqualmiewa.gov) for signature
2023-11-15 - 0:37:32 AM GMT
-  Email viewed by Jerry Knutsen (JKnutsen@snoqualmiewa.gov)
2023-11-15 - 0:40:56 AM GMT
-  Document e-signed by Jerry Knutsen (JKnutsen@snoqualmiewa.gov)
Signature Date: 2023-11-15 - 0:52:49 AM GMT - Time Source: server
-  Agreement completed.
2023-11-15 - 0:52:49 AM GMT



BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

AB23-140
November 27, 2023
Consent Agenda

Item 8.

AGENDA BILL INFORMATION

TITLE:	AB23-140 Adoption of Snoqualmie Valley School District Capital Facilities Plan 2023-2028	<input type="checkbox"/> Discussion Only
PROPOSED ACTION:	Adopt Resolution 1674 Adopting the Snoqualmie Valley School District Capital Facilities Plan 2023-2028	<input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution

REVIEW:	Department Director	Emily Arteche	11/15/2023
	Finance	n/a	Click or tap to enter a date.
	Legal	David Linehan	11/15/2023
	City Administrator	Mike Chambless	Click or tap to enter a date.

DEPARTMENT:	Community Development		
	STAFF: Emily Arteche, Community Development Director		
	COMMITTEE: Finance & Administration		COMMITTEE DATE: November 21, 2023
	EXHIBITS: 1. Resolution 1674 2. Snoqualmie Valley School District Capital Facilities Plan 2023-2028		

AMOUNT OF EXPENDITURE	\$ n/a
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUESTED	\$ n/a

SUMMARY

INTRODUCTION

The City's Comprehensive Plan provides for an annual update of the Snoqualmie Valley School District's Capital Facilities Plan by the City Council by Resolution. The updated school impact fees are adopted separately by ordinance.

LEGISLATIVE HISTORY

Resolution 1625 which was adopted October 10, 2022.

BACKGROUND

Capital Facilities and Utilities Element of the Comprehensive Plan addresses the School District No. 410 Capital Facilities Plan adopted annually, included by reference in this Plan. The Snoqualmie Valley School District (SVSD) serves the city with public primary and secondary education. The Snoqualmie Valley School District #410 Capital Facilities Plan (CIP) is updated annually by the SVSD, and forms the basis for school impact fees, which are established in the Plan.

ANALYSIS

The City Council reviews each annual update and, upon its approval by resolution, the SVSD Capital Facilities Plan; CFP is deemed incorporated by reference in the Capital Facilities and Utilities Element of the City's Comprehensive Plan. The updated impact fees are adopted by ordinance subsequent to annual approval and incorporation by reference of the District's CFP.

BUDGET IMPACTS

N/A

NEXT STEPS

Discussion. Council adoption of the resolution is scheduled for November 27, 2023.

PROPOSED ACTION

Move to approve Resolution 1674 adopting the Snoqualmie Valley School District 2023-2028 Capital Facilities Plan.

RESOLUTION NO. 1674

**A RESOLUTION OF THE CITY OF SNOQUALMIE, WASHINGTON,
ADOPTING THE SNOQUALMIE VALLEY SCHOOL DISTRICT NO. 410
CAPITAL FACILITIES PLAN 2023-2028**

WHEREAS, the City of Snoqualmie Comprehensive Plan provides that the annual update of the Snoqualmie Valley School District No. 410's Capital Facilities Plan be deemed incorporated by reference in the City of Snoqualmie Comprehensive Plan upon adoption by City Council by resolution; and

WHEREAS, the City Council has reviewed Snoqualmie Valley School District No. 410 Capital Facilities Plan, approved by the Snoqualmie Valley School District Board of Directors on June 8, 2023, and has determined it should be adopted; and

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Snoqualmie, Washington, that the Snoqualmie Valley School District No. 410 Capital Facilities Plan 2023-2028, as attached hereto as Exhibit 1, is hereby adopted and included by reference into the City of Snoqualmie Comprehensive Plan.

PASSED by the City Council of the City of Snoqualmie, Washington, this 27th day of November 2023.

Katherine Ross, Mayor

Attest:

Deana Dean, City Clerk

Approved as to form:

David Linehan, Interim City Attorney



Snoqualmie Valley

Public Schools

Item 8.

8001 Silva Avenue S.E., P.O. Box 400, Snoqualmie, WA 98065
Phone (425) 831-8100 ♦ Fax (425) 831-8040 ♦ www.svsd410.org

June 13, 2023

Emily Arteche, Director
Department of Community Development
City of Snoqualmie
PO Box 987
Snoqualmie, WA 98065

Dear Ms. Arteche:

Enclosed is the Snoqualmie Valley School District #410
2023 Six Year Capital Facilities Plan. Adopted 6/8/2023

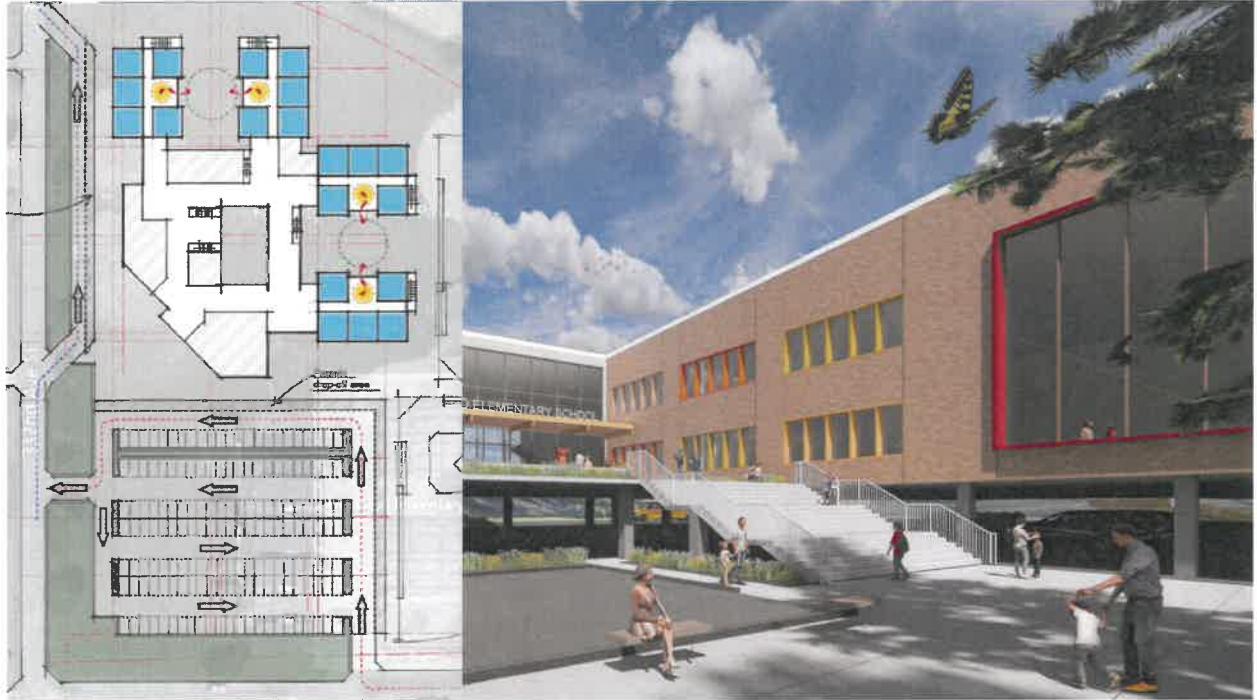
As you go through your adoption process, please let me know if you would like me to attend any council or committee meetings to address any questions.

Sincerely,

Ryan Stokes
stokesr@svsd410.org
Assistant Superintendent of Finance & Operations

SNOQUALMIE VALLEY SCHOOL DISTRICT 410

CAPITAL FACILITIES PLAN 2023



Snoqualmie Valley School District No. 410 hereby provides to the King County Council this Capital Facilities Plan documenting the present and future school facility requirements of the District. The Plan contains all elements required by the Growth Management Act and King County Code Title 21A.43, including a six (6) year financing plan component.

Adopted on June 8, 2023

SNOQUALMIE VALLEY SCHOOL DISTRICT NO. 410

2023-2028

SIX-YEAR CAPITAL FACILITIES PLAN

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For information about this plan, call the District Business Services Office
(425.831.8011)

**Snoqualmie Valley School District No. 410
Snoqualmie, Washington
(425) 831-8000**

Board of Directors

	<u>Position Number</u>	<u>Term</u>
Melissa Johnson, President	1	1/1/22 - 12/31/25
Geoff Doy	2	1/1/20 - 12/31/23
Carolyn Simpson	3	1/1/20 - 12/31/23
Gary Fancher	4	1/1/22 - 12/31/25
Ram Dutt Vedullapalli, Vice President	5	1/1/20 - 12/31/23

Central Office Administration

Superintendent	Dan Schlotfeldt
Assistant Superintendent - Finance & Operations	Ryan Stokes
Assistant Superintendent - Teaching and Learning	Ginger Callison
Executive Director of Student Services	Nicole Fitch
Executive Director of Human Resources	Beth Porter

Snoqualmie Valley School District No. 410
Snoqualmie, Washington

Administration Building

8001 Silva Ave S.E., P.O. Box 400
Snoqualmie, WA 98065
(425) 831-8000

Dan Schlotfeldt, Superintendent

Mount Si High School

8651 Meadowbrook Way S.E.
Snoqualmie, WA 98065
Debra Hay, Principal

Cascade View Elementary

34816 SE Ridge Street
Snoqualmie, WA 98065
Katelyn Long, Principal

Two Rivers School

8651 Meadowbrook Way S.E.
Snoqualmie, WA 98065
Catherine Fredenburg, Principal

Snoqualmie Elementary

39801 S.E. Park Street
Snoqualmie, WA 98065
John Norberg, Principal

Snoqualmie Middle School

9200 Railroad Ave S.E.
Snoqualmie, WA 98065
Megan Botulinski, Principal

North Bend Elementary

400 East Third Street
North Bend, WA 98045
Stephanie Shepherd, Principal

Chief Kanim Middle School

32627 S.E. Redmond-Fall City Rd.
P.O. Box 639
Fall City, WA 98024
Michelle Trifunovic, Principal

Fall City Elementary

33314 S.E. 42nd
Fall City, WA 98027
Jamie Warner, Principal

Timber Ridge Elementary

34412 SE Swenson Drive
Snoqualmie, WA 98065
Shawn Lawrence, Principal

Twin Falls Middle School

46910 SE Middle Fork Road
North Bend, WA 98045
Jeff D'Ambrosio, Principal

Opstad Elementary

1345 Stilson Avenue S.E.
North Bend, WA 98045
Emily Hays, Principal

Section 1. Executive Summary

This Six-Year Capital Facilities Plan (the “Plan”) has been prepared by the Snoqualmie Valley School District (the “District”) as the organization’s primary facility planning document, in compliance with the requirements of the State of Washington's Growth Management Act and King County Code 21A.43. This plan was prepared using data available in the spring of 2023 and is consistent with prior capital facilities plans adopted by the District; however, this plan is not intended to be the sole plan for all the organization's needs.

For impact fees to be collected in the unincorporated areas of King County, the King County Council must adopt this plan, as proposed by the District. The Snoqualmie Valley School District also includes the incorporated cities of Snoqualmie and North Bend, as well as a portion of the city of Sammamish. The cities of Snoqualmie, North Bend, and Sammamish have each adopted a school impact fee policy and ordinance like the King County model.

Pursuant to the requirements of the Growth Management Act and the local implementing ordinances, this plan will be updated on an annual basis with any changes in the fee schedule adjusted accordingly. See Appendix A for the current single-family residence and multi-family residence calculations.

The District’s Plan establishes a "standard of service" in order to ascertain current and future capacity. This standard of service is reflective of current student/ teacher ratios that the District hopes to be able to maintain during the period reflected in this Capital Facilities Plan. The Standard of Service has been updated to incorporate class size reduction at the K-3 level but **does not** incorporate additional class size reductions for all other grades, as outlined in Initiative 1351, which was approved by voters in November 2014. Future updates to this plan will consider incorporating those class sizes as the implementation of Initiative 1351 progresses.

It should also be noted that although the State Superintendent of Public Instruction establishes square foot guidelines for capacity funding criteria, those guidelines do not account for the local program needs in the District. The Growth Management Act and King County Code 21A.43 authorize the District to adjust the standard of service based on the District's specific needs.

In general, the District's current standard provides the following (see Section 2 for additional information):

School Level	Target Average Student/Teacher Ratio
Elementary	20 Students
Middle	27 Students
High	28 Students

School capacity for the 2023-24 school year is based on the District standard of service and use of existing inventory. Existing inventory includes both permanent and relocatable classrooms (i.e. portable classroom units). The District's 2023-24 overall permanent capacity is 6,524 students (with an additional 2,027 student capacity available in portable classrooms). Enrollment in the Fall of 2022 totaled 6,813 full time equivalents ("FTE"). Due primarily to smaller kindergarten cohorts in recent years, the District anticipates a slight decrease in overall enrollment over the duration of this plan, with enrollment then beginning to grow in the years subsequent to this plan. Demographer projections based on recent census data, economic trends, housing projections and birth rates, among other factors project a decrease of 1% to 6,741 in 2028, based on the mid-range of enrollment projections. However, several factors may affect these projections in the near term, including anticipated housing growth in North Bend, continuing uncertainty regarding the impact of COVID on recent enrollment trends (and return of students to District enrollment), and recent experience of high school students opting for traditional education over the previous numbers enrolling in Running Start. As such, the District believes these projections to be conservative and will continue to carefully monitor annual enrollment.

Washington State House Bill 2776, which was enacted in 2010, required all kindergarten classes in the State to convert to full day kindergarten by 2018. The District converted to full day kindergarten in 2016. This transition doubled the number of classrooms needed for kindergarteners and increased classrooms needed to serve kindergarteners requiring additional special educational services. HB 2776 also stipulated K-3 class sizes to be reduced to 17 students per teacher by 2018 (down from the 21:1 average previously funded). This reduction in class sizes also required significant increases in the number of classrooms needed to adequately serve our K-3 population. These factors, combined with significant enrollment growth over the past two decades has increased the need for permanent classroom capacity across all grade levels in the District.

Though areas of growth are seen in various areas of the District, the most notable growth continues to be in the Snoqualmie Ridge and North Bend areas. United States Census data released in 2021 indicated the City of Snoqualmie grew by 32.3% over the last decade, while the City of North Bend grew by 31.8% over the same period. The cities of Snoqualmie and North Bend both anticipate future housing growth beyond 2028, while growth in unincorporated King County and the city of Sammamish should experience minimal housing growth in the District, unless annexations occur.

Previously, the need for additional classroom capacity has been addressed via the construction of Cascade View Elementary in 2005, Twin Falls Middle School in 2008, a 12-classroom portable expansion at Mount Si High School in 2009, the conversion of Snoqualmie Middle School into a Freshman Campus for Mount Si High School in 2013, the relocation of the 12-classroom portable expansion from Mount Si High School to Snoqualmie Middle School, the construction of Timber Ridge Elementary in 2016 and the replacement of Mount Si High School in 2019. In addition, the District has added numerous portable classrooms throughout the District during that same time frame. While two elementary schools have been opened in the last two decades, elementary school portable classrooms currently provide the equivalent capacity of two additional elementary schools, or approximately one-third of all elementary student capacity. See Section 7 for further details.

With the completion of the two school additions (Timber Ridge and Mount Si) related to the District's most recent bond proposition (2015), the District has begun to consider the ongoing facility needs throughout the District. In order to reassess overall District needs and to begin to prioritize projects for potential future bond propositions, the District launched a citizen's committee to review districtwide facilities needs related to educating students (which continues to evolve in the 21st century) with consideration for future projected enrollment growth.

The goal of the committee is to develop a 20-year long-range facilities plan, with the first phase expected to reflect the six-year window of this plan. The committee has currently presented a preliminary recommendation to rebuild and expand North Bend Elementary and Fall City Elementary, given projected enrollment trends, the disproportionate number of portables and the age and location of these elementaries. These expansions create capacity to serve elementary growth, while also eliminating a significant number of portable classrooms currently at those buildings. Expanding and renovating older elementary schools also saves operations and maintenance costs when compared to constructing a seventh elementary school and trying to continue to maintain aged buildings. Both elementary schools are also the District's oldest facilities, and a replacement/renovation of each alleviates ongoing and growing maintenance issues and costs associated with aging structures. Improvements to these buildings would also provide more equitable learning and support spaces that are present in other buildings and necessary to meet student educational needs.

The committee also has preliminarily recommended the replacement of Snoqualmie Middle School, as it similarly does not have equitable facilities and learning spaces compared to the District's other two middle schools and has a significant number of classroom doors that open to the exterior which present an ongoing safety and security concern associated with the increase of violence in public schools.

See Section 6 for more details on the District's capacity planning.

Section 2. Current District "Standard of Service"
(as defined by King County Code 21A.06)

King County Code 21A.06 refers to a "standard of service" that each school district must establish in order to ascertain its overall capacity. The standard of service identifies the program year, the class size, the number of classrooms, students and programs of special need, and other factors (determined by the district), which would best serve the student population. Relocatables (i.e. portable classroom units) may be included in the capacity calculation using the same standards of service as the permanent facilities.

The standard of service outlined below reflects only those programs and educational opportunities provided to students that directly affect the capacity of the school buildings. The special programs listed below require classroom space; thus, the permanent capacity of some of the buildings housing these programs has been reduced to account for those needs. Standard of Service has been updated to incorporate anticipated class size reduction at the K-3 level but **does not** incorporate additional class size reductions for all other grades, as outlined in Initiative 1351, which was approved by voters in November 2014. Future updates to this plan will consider incorporating those class sizes as the state implementation of Initiative 1351 progresses.

Standard of Service for Elementary Students

- Average target class size for grades K - 2: 17 students
- Average target class size for grade 3: 17 students
- Average target class size for grades 4-5: 27 students
- Special Education for students with disabilities may be provided in a self-contained classroom. Average target class size: 12 students

Identified students will also be provided other special educational opportunities in classrooms designated as follows:

- Resource rooms
- Computer rooms
- Multi Language Learners (MLL)
- Education for disadvantaged students (Title I)
- Highly Capable education
- District remediation programs
- Learning assisted programs
- Transition rooms
- Behavior and other social, emotional programming
- Mild, moderate and severe disabilities
- Preschool programs

Standard of Service for Secondary Students

- Average target class size for grades 6-8: 27 students
- Average target class size for grades 9-12: 30 students
- Average target class size for Two Rivers School: 20 students
- Special Education for students with disabilities may be provided in a self-contained classroom. Average target class size: 12 students

Identified students will also be provided other special educational opportunities in classrooms designated as follows:

- English Language Learners (ELL)
- Resource rooms (for special remedial assistance)
- Computer rooms
- Daycare programs

The District's goal is to provide a standard of service of 17 students per classroom for kindergarten through grade 3, and 25 students per classroom in grades 4 through 5. However, the state currently funds grades 4 and 5 at 27 students per classroom.

Room Utilization at Secondary Schools

It is not possible to achieve 100% utilization of regular teaching stations because of scheduling conflicts for student programs, the need for specialized rooms for certain programs, and the need for teachers to have a workspace during their planning periods. Based on actual utilization due to these considerations, the District uses a standard utilization rate of 83% (5 out of 6 periods) for determining middle school capacity.

Beginning in the 2019-20 school year, Mount Si High School converted to a 7-period schedule. Teachers teach 5 of those periods, resulting in an expected room utilization of only 71% (5 out of 7). As enrollment grows, we would expect a need for some teachers to share classrooms throughout the day, resulting in a slightly higher utilization rate of 75%. As a result of lower room utilization rates, the average target class size for capacity purposes for Mount Si has also been increased from 27 to 30. Adjustments to the class size and classroom utilization rates may occur in future revisions to this plan, based on revisions to the new high school schedule as it is implemented.

Section 3. Inventory and Evaluation of Current Permanent Facilities

The District's current overall capacity for the 2023-24 school year is expected to be 8,551, comprised of permanent classroom capacity of 6,524 students, and temporary classroom capacity of 2,027 students. October enrollment for the 2022-23 school year was 6,620 for purpose of the building inventory below. Districtwide, October 2022 enrollment totaled 6,813 full time equivalents ("FTE"), which includes students attending Parent Partnership Program and out-of-district placements.

Calculations of elementary, middle, and high school capacities have been made in accordance with the current standards of service. Due to changes in instructional programs, student needs (including special education) and other current uses, some changes in building level capacity have occurred at some schools. An inventory of the District's schools arranged by level, name, and current permanent capacity are summarized in the following table. In addition, a summary of overall capacity and enrollment for the next six years is discussed further in Section 7.

The physical condition of the District's facilities was evaluated by the 2023 State Study and Survey of School Facilities completed in accordance with WAC 180-25-025. As schools are modernized, the State Study and Survey of School Facilities report is updated. That report is incorporated herein by reference.

**Inventory of Permanent School Facilities and Related Program Capacity
2023-24 School Year**

ELEMENTARY LEVEL				
Facility	Address	Grade Span	Permanent Capacity *	2022-23 Enrollment **
CASCADE VIEW	34816 SE Ridge Street Snoqualmie, Washington	K thru 5	495	547
FALL CITY	33314 SE 42nd Place Fall City, Washington	K thru 5	280	461
NORTH BEND	400 E 3rd Street North Bend, Washington	K thru 5	325	456
OPSTAD	1345 Stilson Av SE North Bend, Washington	K thru 5	452	563
SNOQUALMIE	39801 SE Park Street Snoqualmie, Washington	K thru 5 & Preschool	261	420
TIMBER RIDGE	34412 SE Swenson Drive Snoqualmie, Washington	K thru 5	583	621
Total Elementary School			2,396	3,068
MIDDLE SCHOOL LEVEL				
Facility	Address	Grade Span	Permanent Capacity *	2022-23 Enrollment **
CHIEF KANIM	32627 SE Redmond-Fall City Rd Fall City, Washington	6, 7 & 8	697	579
SNOQUALMIE	9200 Railroad Ave SE Snoqualmie, Washington	6, 7 & 8	336	503
TWIN FALLS	46910 SE Middle Fork Road North Bend, Washington	6, 7 & 8	765	543
Total Middle School			1,798	1,625
HIGH SCHOOL LEVEL				
Facility	Address	Grade Span	Permanent Capacity *	2022-23 Enrollment **
MOUNT SI / TWO RIVERS	8651 Meadowbrook Way SE Snoqualmie, Washington	9 thru 12	2,330	1,927
Total High School			2,330	1,927
TOTAL DISTRICT			6,524	6,620

* Does not include capacity for special programs as identified in Standards of Service section.

** Difference between enrollment (pg.13) is due to rounding, Parent Partner Program, and out-of-district placements.

Section 4. Relocatable (Portable) Classrooms

For a definition of relocatables and permanent facilities, see Section 2 of King County Code 21A.06.

The District inventory includes 94 portable classrooms that provide standard capacity and special program space as outlined in Section 2. The District inventory of portables provides approximately 24% of capacity districtwide. The rebuild and expansion of Mount Si High School and the re-opening of Snoqualmie Middle schools has significantly reduced the percentage of secondary students in portable classrooms. At the elementary level, 36% of facility capacity is housed in portable classrooms, which is the equivalent of over 2 entire elementary schools. Based on projected enrollment growth and timing of anticipated permanent facilities, the District anticipates the need to acquire and/or relocate additional portables at the elementary level during the next six-year period.

As enrollment fluctuates, portables provide flexibility to accommodate immediate needs and interim housing. Because of this, new and modernized school sites are all planned to accommodate the potential of adding portables to address temporary fluctuations in enrollment. In addition, the use and need for portables will be balanced against program needs. Portables are not a solution for housing students on a permanent basis, and the District would like to continue to reduce the percentage of students that are housed in portable classrooms.

The cost of portables also varies widely based on the location, jurisdictional permitting requirements and intended use of the classrooms.

The District has an additional 10 portable classrooms in its inventory that are used for special program purposes or districtwide support services and are not available for regular classroom needs.

Two Rivers School relocated to the Mount Si High School campus in the fall of 2021. The District is currently working on facility improvements of that modular classroom facility and expects to bring that building back into available capacity in the Fall of 2024, when it will house the preschool program currently housed at Snoqualmie Elementary.

Section 5. Six-Year Enrollment Projections

The District contracts with Flo Analytics ("FLO") to project student enrollment over the next six-years. FLO provides the District a low, middle and high-range projections that are based on historic growth trends, future housing construction plans and availability, birth rates, as well as economic and various other factors that contribute to overall population growth. Based on the mid-range projection provided in 2023 by FLO, enrollment is expected to decrease by 72 students (1%) over the next six years, with slight declines in enrollment the 6-12 level, but growth in K-5 enrollment. However, as discussed below, the District views these projections as conservative and will continue to monitor enrollment closely.

The enrollment projections shown below have been adjusted beginning in 2016 to account for the conversion of half-day kindergarten students to full-day kindergarten students, as required by Washington State House Bill 2776, which was enacted in 2010. While this change did not increase the number of students (headcount), doubling the amount of time the students are in school also doubled the number of kindergarten classrooms needed to serve that grade level.

Given enrollment variability in recent years, the District acknowledges that the demographer's ability to project enrollment could be impacted by several variable factors in the near term including: anticipated housing growth in North Bend, continuing uncertainty regarding the impact of COVID on recent enrollment trends (and return of students to District enrollment), and recent experience of high school students opting for traditional education over the previous numbers enrolling in Running Start. A few years prior to the construction of the new Mount Si High School, the District saw a significant increase in the number of students choosing to enroll in Running Start programs. With the opening of the new Mount Si High School and increased availability of dual credit and advanced placement offerings, we anticipate an increase of student retention in the 11th and 12th grades. Additional program enhancements, such as the relocation of Two Rivers onto the Mount Si High School campus, should also improve student outcomes and retention. These factors are not included in the demographer projections below but may result in higher high school enrollment at Mount Si High School over the next six years. We will continue to update enrollment projections in future updates to this plan.

Snoqualmie Valley School District No. 410
Actual Full-Time Equivalent Enrollment through 2022 and Projected Enrollment from 2023 through 2028

GRADE:	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Enrollment Projections through 2028					
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Kindergarten **	233	257	245	267	241	548	508	548	603	402	546	491	517	499	504	514	528	543
1st Grade	490	495	540	530	578	526	574	530	552	561	475	531	505	533	514	519	530	544
2nd Grade	501	491	504	559	536	614	560	569	549	516	593	485	550	523	552	532	537	549
3rd Grade	522	510	509	515	567	559	608	564	572	519	549	579	493	556	528	558	538	543
4th Grade	493	534	517	509	566	597	566	585	566	534	525	546	581	493	556	528	558	538
5th Grade	517	492	528	538	526	570	596	557	584	554	545	523	545	579	492	554	527	557
K-5 Subtotal	2,756	2,779	2,843	2,918	3,014	3,414	3,412	3,353	3,426	3,086	3,233	3,155	3,191	3,183	3,146	3,205	3,218	3,274
6th Grade	491	504	472	514	570	529	580	582	574	581	548	538	527	549	584	497	558	531
7th Grade	480	488	512	481	525	572	511	581	590	550	594	536	537	526	548	581	495	556
8th Grade	473	481	476	505	486	508	563	514	570	558	554	595	532	534	522	544	576	492
6-8 Subtotal	1,444	1,473	1,460	1,500	1,581	1,609	1,654	1,677	1,734	1,689	1,696	1,669	1,596	1,609	1,654	1,622	1,629	1,579
9th Grade	408	467	477	489	525	475	510	567	523	571	581	565	600	537	539	527	549	582
10th Grade	400	406	473	469	473	500	472	499	556	507	576	566	558	592	530	532	520	542
11th Grade	385	364	369	396	357	310	360	317	369	381	411	461	419	414	439	393	395	385
12th Grade	372	410	363	388	372	321	283	315	338	376	379	397	442	402	397	421	378	379
9-12 Subtotal	1,565	1,647	1,682	1,742	1,727	1,606	1,625	1,698	1,786	1,835	1,947	1,989	2,019	1,945	1,905	1,873	1,842	1,888

K-12 TOTAL	5,765	5,899	5,985	6,160	6,322	6,629	6,691	6,728	6,946	6,610	6,876	6,813	6,806	6,737	6,705	6,700	6,689	6,741
	0.3%	2.3%	1.5%	2.9%	2.6%	4.9%	0.9%	0.6%	3.2%	-4.8%	4.0%	-0.9%	-0.1%	-1.0%	-0.5%	-0.1%	-0.2%	0.8%

* Enrollment Projections above reflect mid-range enrollment projections provided by Flo Analytics: January 2023.

** Kindergarteners are counted as 1/2 FTE until 2016, when kindergarten classes transitioned to full day programming.

*** The district experienced large increases in Running Start enrollment for grades 11-12 recently. It is still too early to determine if this is a trend or an anomaly based on current circumstances (construction, high school schedule, etc.) Future enrollment will continue to be monitored and projections may be adjusted in subsequent updates to the Capital Facilities Plan.

Section 6. Six-Year Planning and Construction Plan

The District plans to use the following strategies in order to address future needs districtwide:

- Planning and construction of new elementary school capacity;
- Use of additional portables to provide housing of students not provided for under other strategies;
- Acquisition of land needed for expansion of transportation facility needs related to growth.

In the fall of 2014, the Board adopted a 2015 bond proposition to construct a newly expanded Mount Si High School with modernization of certain existing components, as well as a new, sixth elementary school. The bond proposition was passed by the voters in February 2015.

The expanded and modernized Mount Si High School, completed in 2021, facilitated the relocation of the freshman campus onto the main high school campus, which in turn created needed middle school capacity by converting the current Freshman Campus back to a middle school (Snoqualmie Middle School).

The 2015 voter-approved proposition also included funds to construct a new Elementary School #6. The construction of Timber Ridge Elementary, completed in 2016, provided initial capacity at all elementary schools to implement full day kindergarten, reduce K-3 class sizes and provide for enrollment growth, as all District elementary schools underwent a re-boundary process in preparation for the opening of Timber Ridge.

Despite the addition of Timber Ridge and recent additions of portable classrooms, the significant reductions in K-3 class sizes have resulted in most elementary schools operating at capacity. Future enrollment growth, when combined with reduced class sizes, will require additional future elementary school capacity. Portable classrooms may provide some short-term relief, however, many of the District's current elementary schools have reached the capacity to add more portable classrooms due to several factors, including land availability, building code restrictions, and capacity of corresponding common areas such as parking, bathrooms, specialist classrooms and building support services. As the District has more than two elementary schools of capacity in portable classroom, we anticipate future Elementary construction projects to include the reduction of portables within the District. For example, Snoqualmie, Fall City and North Bend Elementaries have approximately 50% of total capacity in portable classrooms.

In the spring of 2020, the District launched a Facilities Study Committee to begin the process of determining the appropriate solution for future elementary capacity needs, while also attempting to address the large amounts of portable classroom capacity. While still in process at the time of the development of the annual update to this plan, the committee has made a preliminary recommendation that the highest priority projects for the District should be to rebuild and expand Fall City Elementary, North Bend Elementary and Snoqualmie Middle School.

As part of the committee work, it was determined that North Bend Elementary cannot be remodeled due to its location within the floodway, which requires that the entire

building be floodproofed if improved by greater than 50% of its value. As such, any significant improvements to this building would require a new-in-lieu construction. While not in the floodway, Fall City Elementary is like North Bend Elementary in terms of being the oldest buildings in the District and having the largest relative percentage of portable classroom capacity. Rebuild and expansion projects for these two schools will add capacity for future enrollment growth, while also eliminating 29 portable classrooms from District inventory. The committee will be spending the spring/summer of 2023 gathering additional feedback and input from our community regarding this preliminary recommendation, as well as other projects evaluated and considered as part of the process; which included expansion and renovation of Opstad Elementary and the construction of a 7th elementary school. Regardless of the projects selected, future elementary capacity will need to be achieved via construction of a new facility, and this is reflected in the current six-year plan.

The committee also recommended a rebuild and expansion of Snoqualmie Middle School, via construction of a new Middle School on District property on Snoqualmie Ridge. This project would significantly improve safety and security, equity of middle school facilities, educational effectiveness of student spaces, and reduce the demand for District transportation.

Before the School Board takes action on the committee recommendation, the District will be performing further due diligence and community feedback opportunities regarding the preliminary recommendation. If the Board takes formal action that is different from the current plan, those changes will be incorporated in the next annual Capital Facilities Plan update.

The 2015 bond proposition also included consideration for the construction of a separate preschool facility that will serve the growing special education needs of the District. This facility would increase the capacity at the elementary school which currently houses the preschool program and will allow for expansion of our preschool capacity in response to overall population growth. The Board has approved the remodel and expansion of the old Two Rivers facility in North Bend for this purpose. Given floodplain considerations, the District is still in the process of planning and permitting of this new facility. Once complete, the relocation of the preschool program will create some additional capacity at Snoqualmie Elementary, which is noted in the capacity projections in this plan.

The District also needs to identify additional land for an expanded transportation facility to serve enrollment growth adequately. The District's current transportation facility is inadequate for meeting future District needs. This capacity concern has been somewhat masked by recent driver staffing shortages. However, as the District hires more drivers to meet the current student population, this need will become more relevant. In planning for the 2015 bond measure, the Board considered adding a new transportation facility to the project list. While this facility was one of the higher priorities recommended for consideration when developing the 2015 bond measure, it was not included given the overall cost of the other school construction projects. In preparation for a future bond measure to fund this need, additional land must be identified to meet likely short-term needs, as well as to develop a long-term plan more fully for a full-scale transportation facility that will support the future enrollment growth of the District.

Section 7. Six-Year Classroom Capacities: Availability/Deficit Projections

The following table summarizes the permanent and portable projected capacity to serve students during the periods of this Plan.

As demonstrated in the table, the District has continuing permanent capacity needs at the elementary school level. Some of those needs were partially addressed with the opening of Timber Ridge Elementary School. However, given the conversion to full day kindergarten and reduced elementary class sizes required by 2018, combined with current enrollment growth from new development, even after opening Timber Ridge, the District faces a need to plan for additional capacity at the K-5 level. Some of those additional capacity needs may require remediation in the short-term with portable classrooms as well as the construction of a separate preschool facility that will increase the capacity at the elementary school which currently houses the preschool program and will allow for expansion of our preschool capacity in response to overall population growth. The construction of additional permanent elementary capacity will address the longer-term capacity and educational needs of students. For purposes of this plan, we anticipate North Bend Elementary school to be rebuilt and expanded by 2028, with a similar rebuild and expansion of Fall City Elementary to be completed in 2030.

With the completion and opening of MSHS, the District has provided available capacity to serve new growth at grades 9 through 12. The expansion of Mount Si High School results in significant improvements in permanent capacity at the high school and middle school levels, with remaining capacity to serve anticipated growth over the six-year planning period.

The District is anticipated to have 24% of its districtwide classroom capacity in portable classrooms for the 2023-24 school year. At the elementary level, 37% of the anticipated classroom capacity is in portable classrooms. With the associated reduction of portable classrooms associated with the elementary capacity addition projects, the District would have 21% of its overall classroom capacity in portable classrooms in 2028.

The District will continue to work towards reducing the percentage of students housed in portable classrooms, while also monitoring the future elementary school needs.

PROJECTED CAPACITY TO HOUSE STUDENTS

Elementary School K-5

PLAN YEARS: *	2023	2024	2025	2026	2027	2028
Permanent Capacity **	2,396	2,396	2,456	2,456	2,456	2,456
New Construction: <i>Preschool, Elementary Capacity</i>	-	60	-	-	-	325
Permanent Capacity subtotal:	2,396	2,456	2,456	2,456	2,456	2,781
Projected Enrollment:	3,191	3,183	3,146	3,205	3,218	3,274
Surplus/(Deficit) of Permanent Capacity:	(795)	(727)	(690)	(749)	(762)	(493)
Portable Capacity Available:	1,377	1,377	1,377	1,377	1,377	1,419
Portable Capacity Changes (+/-):	-	-	-	-	42	(280)
Surplus/(Deficit) with Portables:	582	650	687	628	657	646

Middle School 6-8

PLAN YEARS: *	2023	2024	2025	2026	2027	2028
Permanent Capacity	1,798	1,798	1,798	1,798	1,798	1,798
	-	-	-	-	-	-
Permanent Capacity subtotal:	1,798	1,798	1,798	1,798	1,798	1,798
Projected Enrollment:	1,596	1,609	1,654	1,622	1,629	1,579
Surplus/(Deficit) of Permanent Capacity:	202	189	144	176	169	219
Portable Capacity Available:	650	650	650	650	650	650
Portable Capacity Changes (+/-):	-	-	-	-	-	-
Surplus/(Deficit) with Portables:	852	839	794	826	819	869

High School 9-12

PLAN YEARS: *	2023	2024	2025	2026	2027	2028
Permanent Capacity	2,330	2,330	2,330	2,330	2,330	2,330
	-	-	-	-	-	-
Total Capacity:	2,330	2,330	2,330	2,330	2,330	2,330
Projected Enrollment:	2,019	1,945	1,905	1,873	1,842	1,888
Surplus/(Deficit) Permanent Capacity:	311	385	425	457	488	442
Portable Capacity Available:	0	0	0	0	0	0
Portable Capacity Changes (+/-):	-	-	-	-	-	-
Surplus/(Deficit) with Portables:	311	385	425	457	488	442

K-12 TOTAL

PLAN YEARS: *	2023	2024	2025	2026	2027	2028
Total Permanent Capacity:	6,524	6,584	6,584	6,584	6,584	6,909
Total Projected Enrollment:	6,806	6,737	6,705	6,700	6,689	6,741
Surplus/(Deficit) Permanent Capacity:	(282)	(153)	(121)	(116)	(105)	168
Total Portable Capacity	2,027	2,027	2,027	2,027	2,069	1,789
Total Permanent and Portable Capacity	8,551	8,611	8,611	8,611	8,653	8,698
Surplus/(Deficit) with Portables:	1,745	1,874	1,906	1,911	1,964	1,957

* Plan Years are calendar years; projected enrollment listed above represents fall enrollment of that year.

** North Bend Elementary rebuild would provide permanent capacity of 650 students compared to current permanent capacity of 325, for a net addition of 325, as well as the ability to eliminate existing portable capacity of 280.

Section 8. Impact Fees and the Finance Plan

By law, impact fees cannot be the sole source of funding new growth capacity. The school impact fee formula ensures that new development only pays for a portion of the cost of the facilities necessitated by new development. The following impact fee calculations examine the costs of housing the students generated by each new single family dwelling unit and each new multi-family dwelling unit. These are determined using student generation factors, which indicate the number of students that each dwelling produces based on recent historical data. The student generation factor is applied to the anticipated school construction costs (construction cost only, **not** total project cost), which is intended to calculate the construction cost of providing capacity to serve each new dwelling unit during the six-year period of this Plan. The formula does not require new development to contribute the costs of providing capacity to address needs created by existing housing units.

The construction cost, as described above, is reduced by any State matching dollars anticipated to be awarded to the District, and the present value of future tax payments related to the debt service on school construction bonds. This adjusted construction cost quantifies the cost of additional capacity per new residence during the six-year period of this Plan.

In accordance with the regulations of King County and the cities of Sammamish, Snoqualmie and North Bend, the local community must share 50% of each cost per new residence. As such, the final impact fee proposed by the District to its respective municipalities for collection reflects this additional required reduction to the cost per new residence.

The impact of these factors renders impact fees charged and collected insufficient to fully fund school construction projects. Local support via bonds will constitute most of the funding required to construct new facilities.

It may be of interest to the reader, especially those in our communities, that the District qualified for State matching dollars for both the Timber Ridge Elementary and Mount Si High School projects. The amounts awarded via 'State Match' are determined at the State level and represented approximately 11% of the total expected costs of both projects - essentially covering the sales tax that school projects are required to charge on publicly funded projects. So, like impact fees, State Match dollars will typically only make minor contributions towards actual construction project costs.

The finance plan below demonstrates how the Snoqualmie Valley School District plans to finance improvements for the years 2023 through 2028. The financing components include secured funding (via the approved 2015 bond proposition) for the preschool facility but will also require additional bonds to be approved. The District currently owns undeveloped land in both Snoqualmie and North Bend, either of which could be used for additional school capacity projects. The District must also plan for additional land and facilities to meet identified transportation facility needs. Future updates to this Plan will include updated information regarding these capacity-related projects and their associated construction costs.

2023 FINANCING PLAN

Facility:	Estimated Cost	Unsecured Source of Funds:			Secured Source of Funds:			
		Bonds/Local	State Match*	Impact Fees	Bonds	State Match	Impact Fees	Other Sources
Preschool	\$5,000,000	\$0	\$0	\$150,000	\$4,700,000	\$0	\$150,000	\$0
Elementary School Construction	\$94,300,000	\$89,300,000	\$3,000,000	\$2,000,000	\$0	\$0	\$0	\$0
Portable Classrooms - ES	\$670,000	\$0	\$0	\$495,000	\$0	\$0	\$175,000	\$0
Land Acquisition/Development - Transportation Facility Expansion	\$6,000,000	TBD	\$0	\$0	\$0	\$0	\$0	\$0

* Listed here are estimated total project costs as adjusted for cost escalation through anticipated bid year.

Please note that only construction cost (not total anticipated project cost) is used in the calculation of school impact fees. Those are estimated as follows:

Added Elementary School Capacity: Estimated total project cost = \$94,300,000 Estimated cost of construction = \$74,800,000

For the purposes of this Plan's construction costs, the District is using actual costs for recent portable acquisitions. The estimated cost for the elementary capacity project is based off cost estimates prepared by NAC Architecture, using costs based on recent elementary construction bid awards, and estimated cost inflation through the midpoint of the planned project. Other projects' costs have been estimated internally based on market rates and preliminary design work in progress.

The District has also updated State match availability estimates from OSPI. A district can be eligible for potential State matching funds for 1) new construction, and 2) modernization/new-in-lieu construction. Matching funds are calculated using grade level capacity grouped into two categories: grades K-8 and grades 9-12.

For K-8 facilities, the District would currently qualify for state matching funds for some new construction and modernization. Even with the equivalent of two elementary schools in portable classrooms, the District only qualifies for state match funding for approximately half of the square footage of a new elementary school. Modernization funding is specific to individual buildings. Based on the estimates provided by OSPI, the combined state matching funds for modernization and new construction would only cover between 4% and 11 % of construction costs, for North Bend Elementary and Fall City Elementary, respectively.

We are hopeful that in the coming years, the State will address this obvious deficiency in the adequacy of state funding for facilities.

Appendix A: Single Family Residence Impact Fee Calculation

Site Aquisition Cost Per Residence

Formula: ((Acres x Cost per Acre) / Facility Size) x Student Factor

	Site Size	Cost / Acre	Facility Size	Student Factor	
Elementary	15	\$0	n/a	0.2860	\$0.00
Middle	25	\$0	n/a	0.1190	\$0.00
High	40	\$0	n/a	0.1300	\$0.00
A----->					\$0.00

Permanent Facility Construction Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Permanent/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$74,800,000	650	0.2860	0.8541	\$28,110.14
Middle	\$0	0	0.1190	0.9013	\$0.00
High	\$0	0	0.1300	1.0000	\$0.00
B----->					\$28,110.14

Temporary Facilities Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Temporary/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$335,000	20	0.2860	0.1459	\$698.93
Middle	\$0	27	0.1190	0.0987	\$0.00
High	\$0	28	0.1300	0.0000	\$0.00
C----->					\$698.93

State Match Credit Per Residence (if applicable)

Formula: Current Construction Cost Allocation x SPI Footage x District Match x Student Factor

	CCCA	SPI Footage	District Match	Student Factor	
Elementary	\$246.83	90	4.00%	0.2860	\$254.14
Middle	\$246.83	117	n/a	0.1190	n/a
High	\$246.83	130	n/a	0.1300	n/a
D----->					\$254.14

Tax Credit Per Residence

Average Residential Assessed Value	\$1,090,100	
Current Debt Service Tax Rate	<u>\$1.1178</u>	
Annual Tax Payment	\$1,218.51	
Bond Buyer Index Annual Interest Rate	3.58%	
Discount Period (Years Amortized)	10	
	TC----->	\$10,093.16

Fee Per Residence Recap:

Site Acquisition Cost	\$0.00
Permanent Facility Cost	\$28,110.14
Temporary Facility Cost	\$698.93
Subtotal	\$28,809.07
State Match Credit	(\$254.14)
Tax Payment Credit	(\$10,093.16)
Subtotal	\$18,461.77
50% Local Share	(\$9,230.89)
Impact Fee, net of Local Share	\$9,230.89

Appendix A: Multi-Family Residence Impact Fee Calculation

Site Acquisition Cost Per Residence

Formula: $((\text{Acres} \times \text{Cost per Acre}) / \text{Facility Size}) \times \text{Student Factor}$

	Site Size	Cost / Acre	Facility Size	Student Factor	
Elementary	15	\$0	n/a	0.1600	\$0.00
Middle	25	\$0	n/a	0.0560	\$0.00
High	40	\$0	n/a	0.0640	\$0.00
A----->					\$0.00

Permanent Facility Construction Cost Per Residence

Formula: $((\text{Facility Cost} / \text{Facility Capacity}) \times \text{Student Factor}) \times (\text{Permanent} / \text{Total Footage Ratio})$

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$74,800,000	650	0.1600	0.8541	\$15,726.52
Middle	\$0	0	0.0560	0.9013	\$0.00
High	\$0	0	0.0640	1.0000	\$0.00
B----->					\$15,726.52

Temporary Facilities Cost Per Residence

Formula: $((\text{Facility Cost} / \text{Facility Capacity}) \times \text{Student Factor}) \times (\text{Temporary} / \text{Total Footage Ratio})$

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$335,000	20	0.1600	0.1459	\$391.01
Middle	\$0	27	0.0560	0.0987	\$0.00
High	\$0	28	0.0640	0.0000	\$0.00
C----->					\$391.01

State Match Credit Per Residence (if applicable)

Formula: $\text{Current Construction Cost Allocation} \times \text{SPI Footage} \times \text{District Match} \times \text{Student Factor}$

	CCCA	SPI Footage	District Match %	Student Factor	
Elementary	\$246.83	90	4.00%	0.1600	\$142.17
Middle	\$246.83	117	n/a	0.0560	n/a
High	\$246.83	130	n/a	0.0640	n/a
D----->					\$142.17

Tax Credit Per Residence

Average Residential Assessed Value	\$344,792	
Current Debt Service Tax Rate	<u>\$1.1178</u>	
Annual Tax Payment	\$385.41	
Bond Buyer Index Annual Interest Rate	3.58%	
Discount Period (Years Amortized)	10	
	TC----->	\$3,192.41

Fee Per Residence Recap:

Site Acquisition Cost	\$0.00
Permanent Facility Cost	\$15,726.52
Temporary Facility Cost	\$391.01
Subtotal	\$16,117.53
State Match Credit	(\$142.17)
Tax Payment Credit	(\$3,192.41)
Subtotal	\$12,782.95
50% Local Share	(\$6,391.47)
Impact Fee, net of Local Share	\$6,391.47

Appendix B: Composite Student Generation Factors

Single Family Dwelling Units:

	Auburn	Federal Way	Issaquah	Lake Washington	Northshore	Average [^]
Elementary	0.303	0.171	0.316	0.317	0.324	0.286
Middle	0.133	0.068	0.138	0.140	0.118	0.119
High	0.151	0.096	0.135	0.147	0.120	0.130
Total	0.587	0.335	0.589	0.604	0.562	0.535

Multi-Family Dwelling Units:

	Auburn	Federal Way*	Issaquah	Lake Washington	Northshore	Average [^]
Elementary	0.440	0.710	0.089	0.039	0.071	0.160
Middle	0.150	0.367	0.029	0.016	0.027	0.056
High	0.172	0.367	0.029	0.022	0.034	0.064
Total	0.762	1.444	0.147	0.077	0.132	0.280

**For purposes of the MF student generation rates, the FWSD figures are for information only and not used to calculate the MF average.*

[^]Figures are rounded.

Note: The above student generation rates represent unweighted averages, based on King County school districts that measure student generation rates. Average rates were used for the purpose of calculating the impact fees in Appendix A.

Ordinance No. 10162, Section R. Page 5: lines 30 thru 35 & Page 6: line 1:

“Student factors shall be based on district records on average actual student generation rates for new developments constructed over a period of not more than five (5) years prior to the date of the fee calculation: provided that, if such information is not available in the district, data from adjacent districts, districts with similar demographics, or county wide averages may be used.”

For the first time ever, the District also analyzed student generation rates within Snoqualmie Valley this year, and found the following rates:

2022–23 District K–12 Students per Housing Unit Built 2017–2021

Housing Type	Housing Units	K–5 Students	6–8 Students	9–12 Students	K–5	6–8	9–12	K–12 Total
Single-family	753	204	67	71	0.271	0.089	0.094	0.454
Multifamily ¹	306	91	39	47	0.297	0.127	0.154	0.578

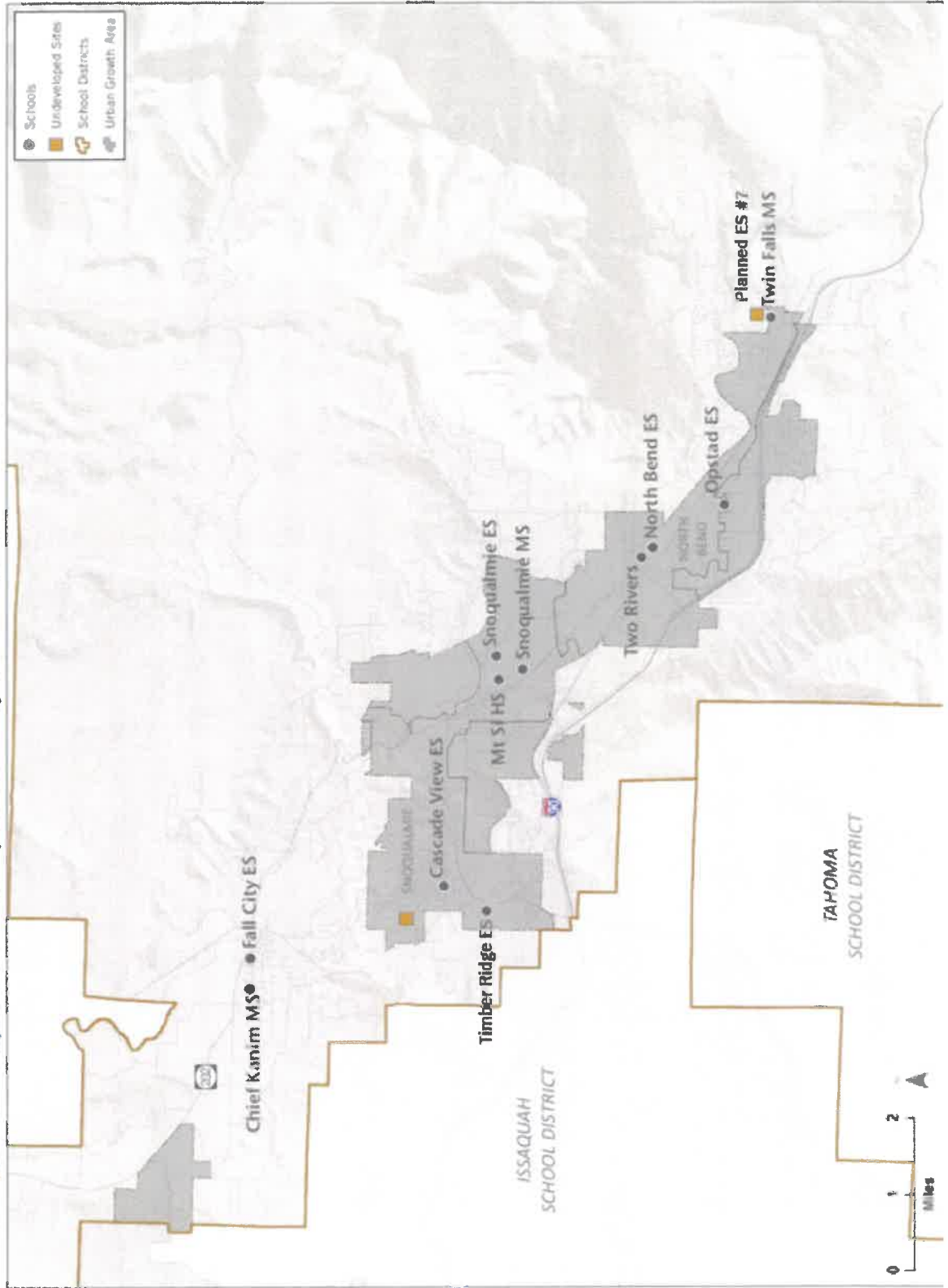
Table 1 sources: Snoqualmie Valley School District October 2022 Student Information System enrollment, King County GIS parcel areas, and King County Department of Assessments residential building, apartment complex, and condo complex data with year built 2017–2021. Analysis conducted by FLO Analytics.

1. Multifamily includes apartments, condominiums, duplexes, triplexes, 4-plexes, and townhomes.

The above multi-family rate was determined from four separate developments constructed in the measurement period. Of those, two multi-family developments had student generation rates higher than the single family rate. While one of those was an affordable housing complex, it is interesting to note that a market-rate development had nearly similar student generation. Multi-family developments can vary widely and the number of students generated depends on the nature of the developments, including affordability, number of bedrooms, and even proximity to local schools. The District has chosen to use the King County averages for the purpose of calculating the 2023 Impact Fees but will likely revisit this analysis in the next update to the CFP.

The District also notes that local cities and jurisdictions are currently updating their comprehensive plans to be able to provide housing for their proportional share of future expected housing needs in King County. Given constraints on developable land, potential changes to zoning, density and annexation might also impact the student generation outlook in future updates to the CFP, as well as capital facilities to house future additional students.

Schools and Undeveloped Sites in Snoqualmie Valley School District





BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

AB23-123
November 13, 2023
Ordinance

Item 9.

AGENDA BILL INFORMATION

TITLE:	AB23-123: The Property Tax Levy Ordinance (Levying Property Taxes)	<input type="checkbox"/> Discussion Only
PROPOSED ACTION:	Consider adopting Ordinance No. 1281 levying regular property taxes for the fiscal year commencing January 1, 2024 (Introduce 11/13/23, Action 11/27/23)	<input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

REVIEW:	Department Director	Mike Chambless	9/27/2023
	Finance	Janna Walker	10/30/2023
	Legal	David Linehan	11/3/2023
	City Administrator	Mike Chambless	9/27/2023

DEPARTMENT:	Finance		
STAFF:	Janna Walker, Budget Analyst		
COMMITTEE:	Finance & Administration	COMMITTEE DATE: November 7, 2023	
MEMBERS:	James Mayhew	Bryan Holloway	Louis Washington
EXHIBITS:	1. Ordinance 1281 Adopting the 2024 Property Tax Levy 2. Property Tax Report 3. King County Assessor's Office Worksheet for the City of Snoqualmie		

AMOUNT OF EXPENDITURE \$ n/a

AMOUNT BUDGETED \$ n/a

APPROPRIATION REQUESTED \$ n/a

SUMMARY

INTRODUCTION

The City of Snoqualmie requires a 2024 regular levy in the amount of \$8,702,496 which includes a max 1% increase in property tax revenue from the previous year, amounts resulting from the addition of new construction and improvements to property, increases in the value of state-assessed property, amounts authorized by law as a result of any annexations, and refunds made by King County. Property tax revenues are required in order to cover expected expenditures and obligations of the City of Snoqualmie.

ANALYSIS

Please see Exhibit 3 entitled "2024 Property Tax Report".

BUDGET IMPACTS

Property taxes are a significant source of revenue for the General Fund (#001) and have been incorporated into the amended 2023-2024 Biennial Budget. Please see Exhibit 3 “2024 Property Tax Report” for more information.

NEXT STEPS

The second readings of Ordinance 1281 and Ordinance 1282 are scheduled for November the 27, 2023.

PROPOSED ACTION

First Reading – November 13, 2023, no action required.

Second Reading and Proposed Adoption – November 27, 2023: Move to adopt Ordinance 1281 Levying Regular Property Taxes for the fiscal year commencing January 1, 2024 on all property both real and personal in the City of Snoqualmie which is subject to taxation for the purpose of providing sufficient revenue to the City for the ensuing year; and providing for severability and an effective date.

**CITY OF SNOQUALMIE
ORDINANCE NO. 1281**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SNOQUALMIE, WASHINGTON LEVYING REGULAR PROPERTY TAXES FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2024, ON ALL PROPERTY BOTH REAL AND PERSONAL IN SAID CITY WHICH IS SUBJECT TO TAXATION, FOR THE PURPOSE OF PROVIDING SUFFICIENT REVENUE TO THE CITY FOR THE ENSUING YEAR; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, pursuant to RCW 84.55.120 and duly given public notice, the Snoqualmie City Council held a public hearing on November 13, 2023, to consider the City's current General Fund expenditure budget for the 2024 calendar year and possible increases in property tax revenues to fund the same; and,

WHEREAS, the City Council of the City of Snoqualmie, after hearing, and after duly considering all relevant evidence and testimony presented, has determined that the City of Snoqualmie requires a regular levy in the amount of **\$8,702,496** which includes an increase in regular property tax revenue from the previous year, amounts resulting from the addition of new construction and improvements to property, any increase in the value of state-assessed property, amounts authorized by law as a result of any annexations that have occurred, and refunds made in order to discharge the expected expenditures and obligations of the city and in its best interest;

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

SECTION 1. Regular Property Tax Levy.

The regular property tax levy is hereby authorized in the amount of **\$8,702,496**, which amount shall be levied in the year 2023 and be payable and collectable in the year 2024.

SECTION 2. Certification of Ordinance to King County Council.

This ordinance shall be certified to the King County Council, as provided by law, and the taxes herein levied shall be collected and paid to the Director of Finance of the City of Snoqualmie at the time and in the manner provided by the laws of the State of Washington for collection of taxes for non-chartered code cities.

SECTION 3. Publication and Effective Date.

This ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication therein.

SECTION 4. Severability.

If any portion or section of this ordinance is found to be invalid or unenforceable for any reason, such finding shall not affect the validity or enforceability of any other portion or section of this ordinance.

SECTION 5. Corrections by the City Clerk or Code Reviser.

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

PASSED by the Council of the City of Snoqualmie, Washington at a regular meeting thereof and

APPROVED by the Mayor of the City of Snoqualmie on this 27th day of November 2023.

Katherine Ross, Mayor

ATTEST:

APPROVED AS TO FORM:

Deana Dean, City Clerk

David Linehan, Interim City Attorney



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MEMORANDUM

DATE: November 13, 2023
TO: City Council
FROM: Janna Walker, Budget Analyst
SUBJECT: Adopting the 2024 City of Snoqualmie Property Tax Levy

SUMMARY

Per the requirements outlined in RCW 35A.33.050 and RCW 84.52.020, the City Council must annually approve an ordinance(s) estimating the “amounts to be raised by taxation on the assessed valuation” of property within the City and file the ordinance(s) with the county clerk “on or before the thirtieth (30th) day of November.

BACKGROUND

Ordinance #1: The Property Tax Levy Ordinance

Annually, Council adopts an ordinance levying a “regular” property tax amount. If voters approve a bond that pledged property taxes as the source of repayment, then Council may need to levy an “excess” property tax amount within the same ordinance. The City of Snoqualmie (“City”) uses the amount of regular property tax collected to fund important services such as police, fire, and parks maintenance in addition to other necessities. In the recent past, the City has used an excess property tax collected to make an annual principal and interest payment on the 2002 voted fire station bond, which allowed the City to build the fire station across from Kimball Creek Village. In 2024, the City does not need to levy an excess property tax amount because the Fire Station bond was fully repaid in 2022.

Ordinance #2: The Increase Ordinance

Furthermore, Council annually adopts a separate ordinance referred to as the “increase ordinance”. The adoption of this ordinance would allow the City to increase the amount of regular property tax collected up to an “allowable percentage increase”, or less, over the amount of regular property tax assessed in 2023. In the State of Washington, the increase in total property tax collected by the City is not based on the increasing value of property, but rather on the amount of property tax assessed citywide in the prior year (“last year’s actual regular levy”).

COUNCIL DECISIONS

The City of Snoqualmie Council must certify two ordinances before November 30th, 2023. Following certification, Finance will send the ordinances to the King County Assessor’s Office for inclusion into a King County ordinance that requires passage. Prior to certification, Council will need to answer the following questions:

Question #1: Should the City of Snoqualmie increase the regular property tax levy amount **up to the allowable percentage increase, or less**, over the amount of regular property tax assessed in 2023 (the “increase ordinance”)?

If Council decides to increase the regular property tax levy amount less than the allowable percentage increase, but greater than zero percent, then Council must still certify the “increase ordinance”.

If Council declines to increase the regular property tax levy amount by any percentage (zero percent), then Council will need to answer the following conditional question:

Question #2: Should the City of Snoqualmie **“bank” the allowable percentage increase**?

If Council decides to “bank” or preserve the 2024 allowable percentage increase for future levying and use, then Council must certify an “increase ordinance” that states a zero percent increase. The adoption of this modified ordinance effectively allows the City of Snoqualmie to retain the ability to approve the 2024 allowable percentage increase in a future year.

CALCULATING THE 2024 PROPERTY TAX LEVY AMOUNT

The following information in the below table is subject to change. The King County Assessor’s Office is still collecting data that may alter two values, the assessed valuation of new construction, and as a consequence, the overall assessed valuation for the City. In addition, the “increase in utility value” is completely unknown. It will not be known until the Washington State Department of Revenue releases the change in valuation of state-assessed utility infrastructure (power, gas distribution, cable, telephone, etc.) to the King County Assessor’s Office in early December, well after the November 30th deadline. Therefore, to capture property tax from increases in utility infrastructure valuation, the City will insert a high estimate into the property tax levy ordinance. If the increase in utility value is determined to be less than estimated, the King County Assessor’s Office will reduce the regular property tax amount appropriately. If Council passes an ordinance underestimating the increase in utility value, the King County Assessor’s Office will not increase the regular property tax amount accordingly. This is because passage of the property tax levy ordinance represents the Council’s commitment to a maximum “no more than” amount of regular property tax. The table below estimates the amount of property tax the City anticipates collecting in 2023 and compares the amount to the previous year.

	2023	2024
Last Year’s Actual Regular Levy	\$8,414,225	\$8,521,537
Allowable Percentage Increase	0.83%	0.89%
Allowable Increase Amount	\$69,838	\$75,743
Increase in New Construction	\$28,040	\$17,277
Increase in Utility Value	\$0	\$78,299
Refunds	\$9,436	\$9640
Regular Property Tax Amount¹	\$8,521,537	\$8,702,496
Excess Property Tax Amount	-	-
Total City Property Tax Amount	\$8,521,537	\$8,702,496

¹ The estimated regular property tax amount for 2024 assumes passage of the increase ordinance with the 0.89% allowable percentage increase.

Last Year’s Actual Regular Levy: Represents the amount of property tax actually levied in the previous year inclusive of any council approvals, new construction, increases in utility value, or refunds.

Allowable Percentage Increase: The allowable percentage increase authorized or proposed in the “increase ordinance” from last year’s actual regular levy.

Allowable Increase Amount: If City of Snoqualmie Council passes the “increase ordinance” with a 0.89% allowable percentage increase, then the City can expect to collect an additional \$78,658 in regular property taxes proportionally shared by property owners.

Increase in New Construction: This captures the construction or improvement of any property which resulted in an increase in the value of property. The City receives an amount equal to the increase in assessed value due to construction multiplied by the current year levy rate. The City of Snoqualmie expects at present time to collect \$17,277 in property tax due to such construction improvements in 2023.

Increase in Utility Value: This captures the change in valuation of state-assessed utility infrastructure (power, gas distribution, cable, telephone, etc.). The City receives an amount equal to the increase in utility assessed value multiplied by the current year levy rate. Given the lack of information regarding this value until after November 30th deadline to pass ordinances, the City has incorporated \$78,299 into the table as an estimate, which is equal to a \$50,000,000 increase in the valuation of state-assessed utility infrastructure. The only year in which the City exceeded \$78,299 over the past decade was in 2016, which was the last year that the City generated any significant increase in utility value.

Refunds: Tax refunds are made by King County for various reasons. Refunds are “reassessed” to the balance of taxpayers and represent an added revenue for the City.

Regular Property Tax Amount: The sum of last year’s actual regular levy, levy increase amount, increase in new construction, increase in utility value, and any refunds. The City expects to collect \$8,702,496 in 2024 from regular property tax. This represents a 2.12% increase over 2023 equal to \$180,960. However, if the increase in utility value equals \$0, then the City expects to collect \$8,624,197 in 2023 regular property tax. This new value represents a 1.2% increase over 2023 property tax equal to \$102,660.

Excess Property Tax Amount: The levy of additional taxes over and above the regular property tax amount. Voters in 2002 approved an excess levy to fund the construction of the fire station. In 2022, this bond was retired and the excess levy is no longer being collected.

Total City Property Tax Amount: The sum of the regular property tax and excess property tax amounts.

Total Assessed Valuation for the City of Snoqualmie:

The total assessed valuation for the City is critical to calculating the City’s levy rate. Once the levy rate is known, then individual property owners can calculate their 2024 City property tax burden. The total assessed valuation for the City represents the summed value of all properties inside the boundaries of the City.

	2023	2024
City Assessed Valuation	\$5,441,165,046	\$4,503,430,605
Change from Previous Year	34.75%	(17.2)%

Between 2023 and 2024, the total assessed valuation for the City is anticipated to decrease \$888,217,775, equivalent to a 16.3% decrease. However, if the increase in state-assessed utilities equals \$0, then the City anticipates total assessed valuation decreasing \$938,217,775, equivalent to a 17.2% decrease.

The Levy Rate for the City of Snoqualmie:

The City levy rate allows individual property owners to calculate how much they will owe the City in 2024 property taxes. The levy rate is determined by dividing the total City property tax amount by the City assessed valuation.

	2023	2024
Regular Property Tax Levy Rate Per \$1,000/Assessed Value	\$1.57	\$1.91
Excess Property Tax Levy Rate Per \$1,000/Assessed Value	-	-
Total Property Tax Levy Rate Per \$1,000/Assessed Value	\$1.57	\$1.91

An increasing levy rate occurs when the percentage change in total assessed valuation minus the change in assessed valuation due to new construction and utility value is less than the proposed allowable levy percentage increase. That is, the 0.92% increase of \$75,743 is diffused over a valuation of established properties that decreased \$948,716,856 (assuming no increase in state-assessed utilities).

CHANGES IN CONSTITUENT PROPERTY TAXES

Calculating the 2024 property tax levy amount is a complex endeavor. While this memorandum attempts to simplify where possible, it can be difficult to provide an immediate answer to a question you may receive from constituents and property owners:

How much will the property tax I pay go up (or down) in 2024?

The correct answer is that *it depends*. Not only does it depend on the actions of Council, but also on the actions of other overlapping jurisdictions such as King County, the State of Washington, and the Snoqualmie Valley School District. In addition, to find an answer, we would need to calculate how the assessed valuation of your constituent's home or property changed relative to the change in assessed valuation for the City of Snoqualmie as a whole. It is possible that your constituent's property taxes may decrease despite an increase in their assessed valuation. For the City of Snoqualmie's portion of property tax, Finance has put together a model that can help you and your constituent answer this important question.

THE IMPACT OF THE ALLOWABLE LEVY PERCENTAGE INCREASE

The 0.89% allowable levy percentage increase is equal to \$75,743. When divided by the total assessed valuation for the City, the 0.89% allowable levy percentage increase adds approximately \$0.0168 cents per \$1,000 of assessed valuation to the levy rate. The following table, while acknowledging the statements made in the previous section, estimates the annual contribution of the 0.89% increase to the property taxes of a homeowner with a certain 2024 assessed value.

Assessed Value of a Home	2024 Property Tax Increase
\$500,000	\$8.41
\$600,000	\$10.09
\$700,000	\$11.77
\$800,000	\$13.46
\$900,000	\$15.14

\$1,000,000	\$16.82
\$1,100,000	\$18.5
\$1,200,000	\$20.18
\$1,300,000	\$21.86
\$1,400,000	\$23.55
\$1,500,000	\$25.23

RECOMMENDATION

The City of Snoqualmie uses the amount of regular property tax collected to fund important services such as police, fire, and parks maintenance in addition to other necessities. Given the inclusion of the allowable percentage increase in the development of the 2023-2024 Biennial Budget, the increase in consumer prices (i.e., inflation), and the potential wage adjustments for multiple bargaining units, the exercise of the 0.89% allowable percentage increase appears to be prudent.

PRELIMINARY LEVY LIMITATIONS WORKSHEET 10.26.2023

TAXING DISTRICT	Snoqualmie	2023	Levy for	2024	Taxes	IPD: 1.03670
A. Highest regular tax which could have been lawfully levied beginning with the 1985 levy (refund levy not included).						
Year	2023	\$8,512,158	×	101.000%	=	\$8,597,280
		Highest Lawful Levy Since 1985		Limit Factor/Max Increase 101%		
B. Current year's assessed value of new construction, improvements, and wind turbines, solar, biomass, and geothermal facilities in original districts before annexation occurred times last year's levy rate (if an error occurred or an error correction was made in the previous year, use the rate that would have been levied had no error occurred).						
	\$11,025,192	×	1.56709	÷	\$1,000	= \$17,277
	A.V.		Last Year's Levy Rate			
C. Tax Increment finance area increment AV increase (RCW 84.55.010(1)€) (value included in B & D cannot be included in C)						
	\$0	×	1.56709	÷	\$1,000	= \$0
	A.V.		Last Year's Levy Rate			
D. Current year's state assessed property value less last year's state assessed property value. The remainder is to be multiplied by last year's regular levy rate (or the rate that should have been levied).						
	\$270,900,721	-	\$270,900,721	=	\$	-
	Current Year's A.V.		Previous Year's A.V.		Remainder	
	\$0	×	1.56709	÷	\$1,000	= \$0.00
	Remainder from Line C		Last Year's Levy Rate			
E. Regular property tax limit: A+B+C+D = \$8,614,557						
Parts F through H are used in calculating the additional levy limit due to annexation.						
F. To find the rate to be used in F, take the levy limit as shown in Line E above and divide it by the current assessed value of the district, excluding the annexed area.						
	\$8,614,557	÷	\$4,503,430,605	×	\$1,000	= 1.91288
	Total in Line E		Assessed Value Less Annexed AV			
G. Annexed area's current assessed value including new construction and improvements, times the rate in Line E.						
	\$0	×	1.91288	÷	\$1,000	= \$0.00
	Annexed Area's A.V.		Rate in Line F			
H. Regular property tax limit including annexation E+G = \$8,614,557						
I. Statutory maximum calculation						
Only enter fire/RFA rate, library rate, & firefighter pension fund rate for cities annexed to a fire/RFA or library, or has a firefighters pension fund.						
	3.60000	-	0.00000	-	0.26094	+ 0.00000 = 3.33906
	District base levy rate		Fire or RFA Rate		Library Rate	Firefighter Pension Fund Statutory Rate Limit
	\$4,503,430,605	×	3.33906	÷	\$1,000	= \$15,037,225
	A.V. of District		Statutory Rate Limit			Statutory Amount
J. Highest Lawful Levy For This Tax Year (Lesser of H and I) = \$8,614,557						
K. New highest lawful levy since 1985 (Lesser of H & I minus C, unless A (before limit factor increase) is greater than I or H minus C, then A before the limit factor increase) \$8,614,557						
L. Lesser of I and J \$8,614,557						
M. Refunds \$9,640						
N. Levy Corrections Year of Error: 0						
1. Minus amount over levied (if applicable) \$0.00						
2. Plus amount under levied (if applicable) \$0.00						
O. Total: L+M+/-N (unless voted rate)..... \$8,624,197						
P. Tax Base For Regular Levy						
1. Total district taxable value (including state-assessed property, and excluding boats, timber assessed value, and the senior citizen exemption for the regular levy) \$4,503,430,605						
Q. Tax Base for Excess and Voted Bond Levies						
2. Less assessed value of the senior citizen exemption of less than \$40,000 income or 65% of the median household income for the county based on lower of frozen or market value. \$13,137,320						
3. Plus Timber Assessed Value (TAV) \$0						
4. Tax base for excess and voted bond levies (1-2+3) \$4,490,293,285						
R. Increase Information						
1. Levy rate based on allowable levy 1.91502						
2. Last year's ACTUAL regular levy \$8,521,537						
3. Dollar Increase over last year other than New Construction (-) Annexation \$75,743						
4. Percent Increase over last year other than New Construction (-) Annexation 0.88884%						



BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

AB23-124
November 13, 2023
Ordinance

AGENDA BILL INFORMATION

TITLE:	AB23-124: The Increase Ordinance (Certifying an Increase in Property Taxes)	<input type="checkbox"/> Discussion Only
PROPOSED ACTION:	Consider adopting Ordinance No. 1282 certifying an increase in regular property taxes for the fiscal year commencing January 1, 2024 (Introduce 11/13/23, Action 11/27/23).	<input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

REVIEW:	Department Director/Peer	Mike Chambless	Click or tap to enter a date.
	Finance	Janna Walker	10/30/2023
	Legal	Outside Counsel	Click or tap to enter a date.
	City Administrator	Mike Chambless	10/30/2023

DEPARTMENT:	Finance		
STAFF:	Janna Walker, Budget Analyst		
COMMITTEE:	Finance & Administration	COMMITTEE DATE: November 7, 2023	
MEMBERS:	James Mayhew	Bryan Holloway	Louis Washington
EXHIBITS:	1. Ord. 1282 Certifying an Increase in Property Taxes 2. Property Tax Council Report 3. King County Assessor's Office Worksheet for the City of Snoqualmie		

AMOUNT OF EXPENDITURE	\$ n/a
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUESTED	\$ n/a

SUMMARY

INTRODUCTION

The City of Snoqualmie requires a regular levy in the amount of \$8,702,496 which includes an 0.89% increase in property tax revenue in the amount of \$75,743 from the previous year to discharge the expected expenses and obligations of the City of Snoqualmie.

ANALYSIS

Please see the exhibit entitled "2024 Property Tax Council Report".

BUDGET IMPACTS

The property tax is a significant source of revenue for the General Fund (#001) and has been incorporated, including estimated percentage increases and dollar amount available to the City of Snoqualmie, into the amended 2023-2024 Biennial Budget. Please see the exhibit entitled "2024 Property Tax Council Report" for more information.

NEXT STEPS

The second reading of the ordinance is scheduled for November the 27th.

PROPOSED ACTION

First Reading – November 13, 2023: No action required.

Second Reading and Proposed Adoption – November 27, 2023: Move to adopt Ordinance No. 1282 certifying an increase in the regular property tax revenue for the fiscal year commencing January 1, 2024 on all property both real and personal in the City of Snoqualmie which is subject to taxation for the purpose of paying sufficient revenue to carry on the departments of the City for the ensuing year; and providing for severability and an effective date.

**CITY OF SNOQUALMIE
ORDINANCE NO. 1282**

**AN ORDINANCE OF THE CITY COUNCIL OF
THE CITY OF SNOQUALMIE, WASHINGTON
CERTIFYING AN INCREASE IN THE REGULAR
PROPERTY TAX REVENUE FOR THE FISCAL
YEAR COMMENCING JANUARY 1, 2024, ON
ALL PROPERTY BOTH REAL AND PERSONAL,
IN SAID CITY WHICH IS SUBJECT TO
TAXATION, FOR THE PURPOSE OF PAYING
SUFFICIENT REVENUE TO CARRY ON THE
DEPARTMENTS OF SAID CITY FOR THE
ENSUING YEAR; AND PROVIDING FOR
SEVERABILITY AND AN EFFECTIVE DATE**

WHEREAS, pursuant to RCW 84.55.120 and duly given public notice, the Snoqualmie City Council held a public hearing on November 13, 2023, to consider the City's current expense budget (aka "General Fund") for the 2024 calendar year and possible increases in property tax revenues to fund the same; and,

WHEREAS, the City Council of the City of Snoqualmie, after hearing, and after duly considering all relevant evidence and testimony presented, has determined that the City of Snoqualmie requires a regular levy in the amount of **\$8,702,496** which includes an increase in regular property tax revenue from the previous year, and amounts resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, and amounts authorized by law as a result of any annexations that have occurred and refunds made, in order to discharge the expected expenses and obligations of the district and in its best interest;

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

SECTION 1. Increase in Regular Property Tax Revenue.

An increase in the regular property tax revenue is hereby authorized for the 2023 regular property tax levy in the amount of **\$75,743**, which is a percentage increase of **0.89%** from the previous year. The increase is exclusive of additional revenue resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, and any additional resulting from any annexations that have occurred and refunds made.

SECTION 2. Publication and Effective Date.

This ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication therein.

SECTION 3. Severability.

If any portion or section of this ordinance is found to be invalid or unenforceable for any reason, such finding shall not affect the validity or enforceability of any other portion or section of this ordinance.

SECTION 4. Corrections by the City Clerk or Code Reviser.

Upon approval of the City Attorney, the City Clerk and Code Reviser are authorized to make necessary corrections to this ordinance, including the correction of clerical errors; references to

other local, state, or federal laws, codes, rules, or regulations, or ordinance numbering and section/subsection numbering.

PASSED by the Council of the City of Snoqualmie, Washington at a regular meeting thereof and

APPROVED by the Mayor of the City of Snoqualmie on this 27th day of November 2023.

Katherine Ross, Mayor

ATTEST:

APPROVED AS TO FORM:

Deana Dean, City Clerk

David Linehan, Interim City Attorney



38624 SE River Street
PO Box 987
Snoqualmie, WA 98065

Office: 425-888-1555
Fax: 425-831-6041

www.snoqualmiewa.gov

MEMORANDUM

DATE: November 13, 2023
TO: City Council
FROM: Janna Walker, Budget Analyst
SUBJECT: Adopting the 2024 City of Snoqualmie Property Tax Levy

SUMMARY

Per the requirements outlined in RCW 35A.33.050 and RCW 84.52.020, the City Council must annually approve an ordinance(s) estimating the “amounts to be raised by taxation on the assessed valuation” of property within the City and file the ordinance(s) with the county clerk “on or before the thirtieth (30th) day of November.

BACKGROUND

Ordinance #1: The Property Tax Levy Ordinance

Annually, Council adopts an ordinance levying a “regular” property tax amount. If voters approve a bond that pledged property taxes as the source of repayment, then Council may need to levy an “excess” property tax amount within the same ordinance. The City of Snoqualmie (“City”) uses the amount of regular property tax collected to fund important services such as police, fire, and parks maintenance in addition to other necessities. In the recent past, the City has used an excess property tax collected to make an annual principal and interest payment on the 2002 voted fire station bond, which allowed the City to build the fire station across from Kimball Creek Village. In 2024, the City does not need to levy an excess property tax amount because the Fire Station bond was fully repaid in 2022.

Ordinance #2: The Increase Ordinance

Furthermore, Council annually adopts a separate ordinance referred to as the “increase ordinance”. The adoption of this ordinance would allow the City to increase the amount of regular property tax collected up to an “allowable percentage increase”, or less, over the amount of regular property tax assessed in 2023. In the State of Washington, the increase in total property tax collected by the City is not based on the increasing value of property, but rather on the amount of property tax assessed citywide in the prior year (“last year’s actual regular levy”).

COUNCIL DECISIONS

The City of Snoqualmie Council must certify two ordinances before November 30th, 2023. Following certification, Finance will send the ordinances to the King County Assessor’s Office for inclusion into a King County ordinance that requires passage. Prior to certification, Council will need to answer the following questions:

Question #1: Should the City of Snoqualmie increase the regular property tax levy amount **up to the allowable percentage increase, or less**, over the amount of regular property tax assessed in 2023 (the “increase ordinance”)?

If Council decides to increase the regular property tax levy amount less than the allowable percentage increase, but greater than zero percent, then Council must still certify the “increase ordinance”.

If Council declines to increase the regular property tax levy amount by any percentage (zero percent), then Council will need to answer the following conditional question:

Question #2: Should the City of Snoqualmie **“bank” the allowable percentage increase**?

If Council decides to “bank” or preserve the 2024 allowable percentage increase for future levying and use, then Council must certify an “increase ordinance” that states a zero percent increase. The adoption of this modified ordinance effectively allows the City of Snoqualmie to retain the ability to approve the 2024 allowable percentage increase in a future year.

CALCULATING THE 2024 PROPERTY TAX LEVY AMOUNT

The following information in the below table is subject to change. The King County Assessor’s Office is still collecting data that may alter two values, the assessed valuation of new construction, and as a consequence, the overall assessed valuation for the City. In addition, the “increase in utility value” is completely unknown. It will not be known until the Washington State Department of Revenue releases the change in valuation of state-assessed utility infrastructure (power, gas distribution, cable, telephone, etc.) to the King County Assessor’s Office in early December, well after the November 30th deadline. Therefore, to capture property tax from increases in utility infrastructure valuation, the City will insert a high estimate into the property tax levy ordinance. If the increase in utility value is determined to be less than estimated, the King County Assessor’s Office will reduce the regular property tax amount appropriately. If Council passes an ordinance underestimating the increase in utility value, the King County Assessor’s Office will not increase the regular property tax amount accordingly. This is because passage of the property tax levy ordinance represents the Council’s commitment to a maximum “no more than” amount of regular property tax. The table below estimates the amount of property tax the City anticipates collecting in 2023 and compares the amount to the previous year.

	2023	2024
Last Year’s Actual Regular Levy	\$8,414,225	\$8,521,537
Allowable Percentage Increase	0.83%	0.89%
Allowable Increase Amount	\$69,838	\$75,743
Increase in New Construction	\$28,040	\$17,277
Increase in Utility Value	\$0	\$78,299
Refunds	\$9,436	\$9640
Regular Property Tax Amount¹	\$8,521,537	\$8,702,496
Excess Property Tax Amount	-	-
Total City Property Tax Amount	\$8,521,537	\$8,702,496

¹ The estimated regular property tax amount for 2024 assumes passage of the increase ordinance with the 0.89% allowable percentage increase.

Last Year’s Actual Regular Levy: Represents the amount of property tax actually levied in the previous year inclusive of any council approvals, new construction, increases in utility value, or refunds.

Allowable Percentage Increase: The allowable percentage increase authorized or proposed in the “increase ordinance” from last year’s actual regular levy.

Allowable Increase Amount: If City of Snoqualmie Council passes the “increase ordinance” with a 0.89% allowable percentage increase, then the City can expect to collect an additional \$78,658 in regular property taxes proportionally shared by property owners.

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RECOMMENDATION

The City of Snoqualmie uses the amount of regular property tax collected to fund important services such as police, fire, and parks maintenance in addition to other necessities. Given the inclusion of the allowable percentage increase in the development of the 2023-2024 Biennial Budget, the increase in consumer prices (i.e., inflation), and the potential wage adjustments for multiple bargaining units, the exercise of the 0.89% allowable percentage increase appears to be prudent.

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C. Tax Increment finance area increment AV increase (RCW 84.55.010(1)(c)) (value included in B & D cannot be included in C)						
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D. Current year's state assessed property value less last year's state assessed property value. The remainder is to be multiplied by last year's regular levy rate (or the rate that should have been levied).						
	\$270,900,721	-	\$270,900,721	=	\$	-
	Current Year's A.V.		Previous Year's A.V.		Remainder	
	\$0	×	1.56709	÷	\$1,000	= \$0.00
	Remainder from Line C		Last Year's Levy Rate			
E. Regular property tax limit: A+B+C+D = \$8,614,557						
Parts F through H are used in calculating the additional levy limit due to annexation.						
F. To find the rate to be used in F, take the levy limit as shown in Line E above and divide it by the current assessed value of the district, excluding the annexed area.						
	\$8,614,557	÷	\$4,503,430,605	×	\$1,000	= 1.91288
	Total in Line E		Assessed Value Less Annexed AV			
G. Annexed area's current assessed value including new construction and improvements, times the rate in Line E.						
	\$0	×	1.91288	÷	\$1,000	= \$0.00
	Annexed Area's A.V.		Rate in Line F			
H. Regular property tax limit including annexation E+G = \$8,614,557						
I. Statutory maximum calculation						
Only enter fire/RFA rate, library rate, & firefighter pension fund rate for cities annexed to a fire/RFA or library, or has a firefighters pension fund.						
	3.60000	-	0.00000	-	0.26094	+ 0.00000 = 3.33906
	District base levy rate		Fire or RFA Rate		Library Rate	Firefighter Pension Fund
	\$4,503,430,605	×	3.33906	÷	\$1,000	= \$15,037,225
	A.V. of District		Statutory Rate Limit			Statutory Amount
J. Highest Lawful Levy For This Tax Year (Lesser of H and I) = \$8,614,557						
K. New highest lawful levy since 1985 (Lesser of H & I minus C, unless A (before limit factor increase) is greater than I or H minus C, then A before the limit factor increase) \$8,614,557						
L. Lesser of I and J \$8,614,557						
M. Refunds \$9,640						
N. Levy Corrections Year of Error: 0						
1. Minus amount over levied (if applicable) \$0.00						
2. Plus amount under levied (if applicable) \$0.00						
O. Total: L+M+/-N (unless voted rate)..... \$8,624,197						
P. Tax Base For Regular Levy						
1. Total district taxable value (including state-assessed property, and excluding boats, timber assessed value, and the senior citizen exemption for the regular levy) \$4,503,430,605						
Q. Tax Base for Excess and Voted Bond Levies						
2. Less assessed value of the senior citizen exemption of less than \$40,000 income or 65% of the median household income for the county based on lower of frozen or market value. \$13,137,320						
3. Plus Timber Assessed Value (TAV) \$0						
4. Tax base for excess and voted bond levies (1-2+3) \$4,490,293,285						
R. Increase Information						
1. Levy rate based on allowable levy 1.91502						
2. Last year's ACTUAL regular levy \$8,521,537						
3. Dollar Increase over last year other than New Construction (-) Annexation \$75,743						
4. Percent Increase over last year other than New Construction (-) Annexation 0.88884%						



BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

AB23-132
November 13, 2023
Ordinance

AGENDA BILL INFORMATION

TITLE:	AB23-132: 2023-2024 Mid-Biennial Budget Amendment	<input type="checkbox"/> Discussion Only
PROPOSED ACTION:	Adopt Ordinance 1278 Amending the 2023-2024 Biennial Budget	<input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

REVIEW:	Department Director/Peer	Mike Chambless	Click or tap to enter a date.
	Finance	Janna Walker	11/1/2023
	Legal	Outside Counsel	11/2/2023
	City Administrator	Michael Chambless	Click or tap to enter a date.

DEPARTMENT:	Finance & Human Resources		
STAFF:	Janna Walker, Budget Manager		
COMMITTEE:	Finance & Administration	COMMITTEE DATE: November 7, 2023	
	BRYAN HOLLOWAY	JAMES MAYHEW	LOUIS WASHINGTON
EXHIBITS:	1. 2023-2024 Biennial Budget Ordinance 2. Proposed Amendment Request Table 3. Proposed 2023 Fund Reconciliations 4. Proposed 2024 Fund Reconciliations 5. Proposed Budget Ordinance Table 6. Budget Totals Comparison Table 7. ERP System Implementation Budget Memorandum		

AMOUNT OF EXPENDITURE	\$ n/a
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUESTED	\$ 2,382,653

SUMMARY

The purpose of this ordinance is to amend the 2023-2024 Biennial Budget to provide the City with the appropriation necessary to cover multiple amendment requests including City-wide insurance premiums, replacement of the Police Department's gun range backstop material, several CIP projects, IT system repair, and the ERP System Project.

BACKGROUND

The 2023-2024 Biennial Budget was adopted by [Ordinance No. 1267](#) on November 28, 2022, amended by [Ordinance No. 1274](#) on February 13, 2023, and amended by [Ordinance No. 1277](#) on June 12, 2023. The

Administration is requesting an additional appropriation of \$2,382,653 across all funds. The Administration anticipates supporting the additional appropriation of \$2,382,653 with an estimated \$435,262 in unforeseen revenue sources, including \$91,117 in grants and \$344,145 in non-recurring sales tax in excess of budgeted amounts. Of the additional appropriation, \$925,344 is transfers between funds.

ANALYSIS

Please see attached an “amendment request table” describing the amendments and appropriation increases requested, the fund(s) or functional classification(s) impacted, and the 2023 and 2024 “reconciliation tables” that help to reconcile the amendment request table to the ordinance.

BUDGET IMPACTS

The 2023-2024 Biennial Budget ordinance, as provided for in this agenda bill, authorizes the City of Snoqualmie to spend or transfer amounts no more than \$78,902,681 in 2023 and \$88,350,958 in 2024 for a total of \$167,253,639 across all funds and functional classifications.

NEXT STEPS

First reading and adoption of Ordinance No. 1278 amending the 2023-2024 Biennial Budget

Special Note – A budget amending ordinance that decreases, revokes, or recalls a prior appropriation to any single fund requires a vote of one more than the majority (5 votes) for adoption, pursuant to [RCW 35A.34.200\(3\)](#).

PROPOSED ACTION

Motion to authorize the first reading of Ordinance 1278 amending the 2023-2024 Biennial Budget at the November 13, 2023 City Council meeting and to set the second reading and adoption of Ordinance 1278 for the November 27, 2023 City Council meeting agenda.

**CITY OF SNOQUALMIE
ORDINANCE NO. 1278**

**AN ORDINANCE OF THE CITY COUNCIL OF
THE CITY OF SNOQUALMIE, WASHINGTON,
AMENDING THE 2023-2024 BIENNIAL
BUDGET; PROVIDING FOR SEVERABILITY
AND AN EFFECTIVE DATE.**

WHEREAS, as a noncharter code City, the City of Snoqualmie is authorized by RCW 35A.34.040 to establish by ordinance a two-year fiscal biennium budget cycle for the City; and

WHEREAS, the City Council passed Ordinance No. 1096 establishing a two-year fiscal biennial budget, as authorized by RCW 35A.34.040; and

WHEREAS, in Ordinance Nos. 1267, 1274, and 1277 the City adopted and amended the 2023-2024 budget that meets the requirements of the Washington law;

WHEREAS, the City Council wishes to modify and amend the 2023-2024 biennial budget to cover expenditures and changes not reasonably foreseen in Ordinance Nos. 1267, 1274, and 1277.

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

SECTION 1. Biennial Budget Amended.

The City of Snoqualmie biennial budget for the 2023-2024 fiscal biennium, as determined after hearings and placed into final form and content, is hereby amended by reference as set forth in Section 2 below.

SECTION 2. Budget Summary Form.

Pursuant to RCW 35A.34.120, the totals of estimated revenues and appropriations for each separate fund, and the aggregate totals for all such funds combined, are set forth on page 2 of this ordinance in summary form:



Proposed 2023-2024 Amended Biennial Budget Ordinance Table

Fund #	Fund Name	Est. 2023 Beginning Fund Balance	Est. 2023 Sources	Est. 2023 Uses	Est. 2023 Ending Fund Balance	Est. 2024 Sources	Est. 2024 Uses	Est. 2024 Ending Fund Balance	Total 2023-2024 Est. Sources	Total 2023-2024 Uses (Appropriation)
001	General Fund	\$ 4,423,674	\$ 20,681,954		\$ 1,662,668	\$ 21,848,782		\$ 1,946,402	\$ 42,530,736	
	<i>Administrative Departments¹</i>			\$ 5,500,484			\$ 5,637,667			\$ 11,138,151
	<i>Police (Snoqualmie)</i>			\$ 5,207,692			\$ 5,390,813			\$ 10,598,505
	<i>Fire & Emergency Management</i>			\$ 4,121,971			\$ 4,261,862			\$ 8,383,832
	<i>Parks Maintenance</i>			\$ 1,862,517			\$ 1,845,018			\$ 3,707,535
	<i>Community Development²</i>			\$ 2,275,257			\$ 2,498,294			\$ 4,773,551
	<i>Streets Maintenance</i>			\$ 1,047,448			\$ 1,105,101			\$ 2,152,549
	<i>Non-Departmental³</i>			\$ 3,427,592			\$ 826,293			\$ 4,253,884
002	Reserve Fund	\$ 2,726,625	\$ 210,497	\$ -	\$ 2,937,122	\$ 92,949	\$ -	\$ 3,030,071	\$ 303,446	\$ -
	Total General Fund	\$ 7,150,300	\$ 20,892,451	\$ 23,442,961	\$ 4,599,790	\$ 21,941,731	\$ 21,565,047	\$ 4,976,474	\$ 42,834,182	\$ 45,008,008
012	Arts Activities Fund	\$ 48,578	\$ 52,094	\$ 60,856	\$ 39,816	\$ 28,217	\$ 37,136	\$ 30,897	\$ 80,311	\$ 97,992
014	North Bend Police Services Fund	\$ 244,924	\$ 2,425,603	\$ 2,573,165	\$ 97,362	\$ 2,568,379	\$ 2,665,741	\$ -	\$ 4,993,982	\$ 5,238,906
018	Deposits Reimbursement Control Fund	\$ 21,266	\$ 10,358	\$ 10,358	\$ 21,266	\$ 10,358	\$ 10,358	\$ 21,266	\$ 20,716	\$ 20,716
020	School Impact Fee Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Managerial Funds	\$ 314,767	\$ 2,488,055	\$ 2,644,379	\$ 158,443	\$ 2,606,954	\$ 2,713,235	\$ 52,163	\$ 5,095,009	\$ 5,357,614
110	Hotel/Motel Tax Fund	\$ 147,700	\$ 140,190	\$ 175,000	\$ 112,890	\$ 139,601	\$ 175,000	\$ 77,491	\$ 279,791	\$ 350,000
118	Drug Enforcement Fund	\$ 10,200	\$ 5,172	\$ 5,172	\$ 10,200	\$ 5,172	\$ 5,172	\$ 10,200	\$ 10,344	\$ 10,344
123	Opioid Settlement Fund	\$ -	\$ 20,000	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ -
131	Affordable Housing Fund	\$ 898,936	\$ 564,121	\$ 132,000	\$ 1,331,057	\$ 394,121	\$ -	\$ 1,725,178	\$ 958,242	\$ 132,000
144	Home Elevation Fund	\$ -	\$ 1,468,000	\$ -	\$ 1,468,000	\$ -	\$ -	\$ 1,468,000	\$ 1,468,000	\$ -
150	ARPA Covid Local Recovery Fund	\$ 2,244,095	\$ 28,327	\$ 1,139,516	\$ 1,132,906	\$ 9,454	\$ 1,142,360	\$ -	\$ 37,781	\$ 2,281,876
	Total Special Revenue Funds	\$ 3,300,932	\$ 2,225,810	\$ 1,451,688	\$ 4,075,053	\$ 548,348	\$ 1,322,532	\$ 3,300,869	\$ 2,774,158	\$ 2,774,220
310	Non-Utilities Capital Fund	\$ 20,100,000	\$ 16,027,950	\$ 18,655,588	\$ 17,472,362	\$ 5,407,400	\$ 21,035,946	\$ 1,843,816	\$ 21,435,350	\$ 39,691,534
350	ERP Project Fund	\$ -	\$ 1,181,579	\$ 742,834	\$ 438,745	\$ 200,083	\$ 488,828	\$ 150,000	\$ 1,381,662	\$ 1,231,662
	Total Capital Funds	\$ 20,100,000	\$ 17,209,529	\$ 19,398,422	\$ 17,911,107	\$ 5,607,483	\$ 21,524,774	\$ 1,993,816	\$ 22,817,012	\$ 40,923,196
401	Water Operations Fund	\$ 1,635,856	\$ 5,190,814	\$ 5,480,981	\$ 1,345,689	\$ 5,504,819	\$ 5,804,411	\$ 1,046,098	\$ 10,695,634	\$ 11,285,392
402	Sewer Operations Fund	\$ 786,844	\$ 6,447,608	\$ 6,308,480	\$ 925,972	\$ 6,713,795	\$ 6,761,796	\$ 877,971	\$ 13,161,403	\$ 13,070,276
403	Stormwater Operations Fund	\$ 984,709	\$ 2,850,899	\$ 3,260,430	\$ 575,178	\$ 3,063,483	\$ 3,223,527	\$ 415,134	\$ 5,914,382	\$ 6,483,957
417	Utilities Capital Fund	\$ 19,400,000	\$ 10,502,385	\$ 9,026,949	\$ 20,875,436	\$ 14,773,142	\$ 20,625,096	\$ 15,023,482	\$ 25,275,527	\$ 29,652,045
	Total Enterprise Funds	\$ 22,807,410	\$ 24,991,706	\$ 24,076,840	\$ 23,722,276	\$ 30,055,239	\$ 36,414,830	\$ 17,362,685	\$ 55,046,945	\$ 60,491,670
501	Equipment Replacement & Repair Fund	\$ 2,384,697	\$ 2,068,177	\$ 2,586,278	\$ 1,866,596	\$ 1,622,125	\$ 1,028,835	\$ 2,459,886	\$ 3,690,302	\$ 3,615,113
502	Information Technology Fund	\$ 2,251,692	\$ 2,657,771	\$ 3,877,961	\$ 1,031,502	\$ 2,671,609	\$ 3,059,118	\$ 643,994	\$ 5,329,380	\$ 6,937,078
510	Facilities Maintenance Fund	\$ 711,374	\$ 914,845	\$ 1,424,153	\$ 202,066	\$ 723,497	\$ 722,587	\$ 202,976	\$ 1,638,342	\$ 2,146,740
	Total Internal Service Funds	\$ 5,347,762	\$ 5,640,793	\$ 7,888,392	\$ 3,100,164	\$ 5,017,231	\$ 4,810,540	\$ 3,306,855	\$ 10,658,024	\$ 12,698,931
	Total All Funds	\$ 59,021,171	\$ 73,448,344	\$ 78,902,681	\$ 53,566,833	\$ 65,776,986	\$ 88,350,958	\$ 30,992,861	\$ 139,225,330	\$ 167,253,639

¹ Includes Executive, Legislative, City Attorney, City Clerk, Finance & Human Resources, and Communications

² Includes Planning, Developer-Reimbursed Expenditures, Building, and Events

³ Includes Human Services, Court Services, etc.

SECTION 3. Transfers Within Funds Authorized.

Pursuant to RCW 35A.34.200(2), transfers between individual appropriations within any one fund of the 2023-2024 biennial budget may be made during the 2023-2024 fiscal biennium by order of the Mayor; provided, however, that transfers between individual appropriations within the General Fund (Fund No. 001) may be made only within the functional classifications within the General Fund identified in the summary in Section 2 above.

SECTION 4. Transmittal of Budget.

The City Clerk is hereby directed to transmit to the Office of the State Auditor and to the Association of Washington Cities a complete copy of the budget herein referred to as adopted.

SECTION 5. Effective Date.

This ordinance shall be effective five days after its passage and publication, as provided by law.

SECTION 6. Severability.

If any portion of this ordinance is found to be invalid or unenforceable for any reason, such finding shall not affect the validity or enforceability of any other section of this ordinance.

SECTION 7. Corrections by the City Clerk or Code Reviser.

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

PASSED by the Council of the City of Snoqualmie, Washington at a regular meeting thereof and

APPROVED by the Mayor of the City of Snoqualmie on this 27th day of November 2023.

Katherine Ross, Mayor

ATTEST:

APPROVED AS TO FORM:

Deana Dean, City Clerk

David Linehan, Interim City Attorney

2023-2024 Biennium Budget Amendments
Proposed Amendment Request Table

#	Amendment Request	Amendment Description	Department	Fund(s) or Functional Classification(s) Impacted	2023-24 Appropriation Increase Requested (Ongoing)	2023-24 Appropriation Increase Requested (One-time)	Offsetting Revenue Description
1	City-wide Insurance Premiums Appropriation	The intent of this amendment is to account for greater than estimated general and property insurance premiums. The original budget for Risk Management in 2023 and 2024 was \$649k and 665k, respectively	Administration	General Fund (#001)	\$ 223,582	\$ -	Because of the increase in premiums, the City will also need to increase the charge outs to the various functional classifications and funds. The City will attempt to resolve these additional charges within each individual functional classification and fund by making adjustments within the functional classification or fund where necessary.
2	Police Department Gun Range Lead Abatement	The intent of this amendment is to fund the replacement of the Police Department's gun range backstop material. The range is cleaned every five years; however, due to the age of the existing material and the anticipated use of the range, we are required by OSHA to replace the material.	Police Department	General Fund (#001)	\$ -	\$ 50,000	
3	Centennial Fields All-Inclusive Park	As approved in AB23-088 on June 26, 2023, this amendment will provide funding for the All-Inclusive Park at the Centennial Fields Playground, a project in the 2023-24 Capital Improvement Plan (CIP).	Non-Utility Capital (Parks)	Non-Utility Capital Fund (#310)	\$ -	\$ 110,088	
4	Stormwater Pond Improvement	As approved in AB23-100 on August 14, 2023, the intent of this amendment is to fund part of the Storm Pond Fencing Replacement Project, part of the 2023-28 CIP.	Utility Capital	Utility Capital Fund (#417)	\$ -	\$ 128,943	This appropriation will be funded by a \$75,000 stormwater grant and a transfer from the Stormwater Utility Fund, resulting in no decrease in fund balance.
5	Eagle Lake Reclamation Basin	As approved in AB23-110 on October 9, 2023, this amendment will provide support the Eagle Lake Reclamation Basin Improvements, a project in the 2023-28 CIP.	Utility Capital	Utility Capital Fund (#417)	\$ -	\$ 49,006	
6a	ERP System Project - Implementation	The goal of this budget amendment is to true-up the project budget by accounting for the actual amount spent last year and update the project budget to include items unforeseen at the time the project budget was originally conceived.	Information Technology	General Fund (#001, Non-Utility Capital Fund (#310), Sewer Utility Fund (#402), Utility Capital Fund (#417), and Information Technology Fund (#502)	\$ -	\$ 396,209	Transfers from the General Fund and IT fund include budgeted expenses that will be removed from their respective funds and converted into transfers out to support the new ERP Project Fund (#350) and \$246k in the IT fund balance committed to the ERP project, resulting in \$246k increase to appropriations for the IT Fund (#502), as seen in Attachments 3 & 4. The remaining \$150k represents the actual increase to appropriation in Utility and Capital Funds.
6b	ERP System Project - SaaS	This amendment increases IT operational appropriation to account for Tyler SaaS taxes and Enterprise Content Management SaaS charges.	Information Technology	IT Fund (#502)	\$ 66,285	\$ -	Because of the increase in SaaS, the City will also need to increase the charge outs to the various functional classifications and funds. The City will attempt to resolve these additional charges within each individual functional classification and fund by making adjustments within the functional classification or fund where necessary.
7	IT System Repair	This amendment relates to IT System repairs recommended by Ivoxy Consulting. The amount requested includes a fiber audit and an increase to the budgeted core switch replacement amount.	Information Technology	IT Fund (#502)	\$ -	\$ 126,878	

\$ 289,867 \$ 861,124

8	Creation of ERP Project Fund #350, ERP Project Implementation	The purpose of this amendment is to create an independent capital fund to track the sources and uses of the IT Project Implementation	Non-Utility Capital - IT	ERP Project Implementation Fund (#350)	\$ -	\$ 1,231,662	This appropriation will be funded by Amendment request #8, ERP System project appropriation, \$344,145 of non-recurring sales tax in excess of budgeted amounts, and a \$16,116 grant.
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\$ 289,867 \$ 2,092,786

2023-2024 Biennium Budget Amendments

Proposed 2023 Fund Reconciliations (Reconciling the Amendment Request Table to Ordinance)

	Beg. Fund Balance		Sources		Uses		Ending Fund Balance	
GENERAL FUND (#001)								
Adopted Budget	\$	4,423,674	\$	20,681,954	\$	23,404,979	\$	1,700,650
+ #1 - City-Wide Insurance Premiums	\$	-	\$	-	\$	37,982	\$	(37,982)
+ #6a - Creation of ERP Project Fund (#350)	\$	-	\$	-	\$	(50,000)	\$	50,000
+ #6a - Creation of ERP Project Fund (#350)	\$	-	\$	-	\$	50,000	\$	(50,000)
= Amended Budget	\$	4,423,674	\$	20,681,954	\$	23,442,961	\$	1,662,668
NON-UTILITY CAPITAL FUND (#310)								
Adopted Budget	\$	20,100,000	\$	16,027,950	\$	18,545,500	\$	17,582,450
+ #3 - Centennial Fields All-Inclusive Playground	\$	-	\$	-	\$	110,088	\$	(110,088)
= Amended Budget	\$	20,100,000	\$	16,027,950	\$	18,655,588	\$	17,472,362
ERP Project Fund (#350)								
Adopted Budget	\$	-	\$	-	\$	-	\$	-
+ #8 - Creation of ERP Project Fund (#350)	\$	-	\$	1,181,579	\$	742,834	\$	438,745
= Amended Budget	\$	-	\$	1,181,579	\$	742,834	\$	438,745
STORMWATER UTILITY FUND (#403)								
Adopted Budget	\$	984,709	\$	2,850,899	\$	3,260,430	\$	575,178
+ #4 - Stormwater Pond Improvement	\$	-	\$	-	\$	(53,943)	\$	53,943
+ #4 - Stormwater Pond Improvement	\$	-	\$	-	\$	53,943	\$	(53,943)
= Amended Budget	\$	984,709	\$	2,850,899	\$	3,260,430	\$	575,178
UTILITY CAPITAL FUND (#417)								
Adopted Budget	\$	19,400,000	\$	10,373,442	\$	8,849,000	\$	20,924,442
+ #4 - Stormwater Pond Improvement	\$	-	\$	128,943	\$	128,943	\$	-
+ #5 - Eagle Lake Reclamation Basin Improvements	\$	-	\$	-	\$	49,006	\$	(49,006)
= Amended Budget	\$	19,400,000	\$	10,502,385	\$	9,026,949	\$	20,875,436
INFORMATION TECHNOLOGY FUND (#502)								
Adopted Budget	\$	2,251,692	\$	2,657,771	\$	3,342,449	\$	1,567,014
+ #6a - Creation of ERP Project Fund (#350)	\$	-	\$	-	\$	(268,948)	\$	268,948
+ #6a - Creation of ERP Project Fund (#350)	\$	-	\$	-	\$	771,317	\$	(771,317)
+ #6b - ERP System Project - SaaS	\$	-	\$	-	\$	33,143	\$	(33,143)
= Amended Budget	\$	2,251,692	\$	2,657,771	\$	3,877,961	\$	1,031,502
Total for All Amendments = \$ - \$ 1,310,522 \$ 1,604,365 \$ (314,643)								

2023-2024 Biennium Budget Amendments

Proposed 2024 Fund Reconciliations (Reconciling the Amendment Request Table to Ordinance)

	Beg. Fund Balance	Sources	Uses	Ending Fund Balance
GENERAL FUND (#001)				
Adopted Budget	\$ 1,700,650	\$ 21,848,782	\$ 21,329,447	\$ 2,219,984
+ #1 - City-Wide Insurance Premiums	\$ (37,982)	\$ -	\$ 185,600	\$ (223,582)
+ #2 - Gun Range Lead Abatement	\$ -	\$ -	\$ 50,000	\$ (50,000)
+ #6a- Creation of ERP Project Fund (#350)	\$ -	\$ -	\$ (50,000)	\$ 50,000
+ #6a- Creation of ERP Project Fund (#350)	\$ -	\$ -	\$ 50,000	\$ (50,000)
= Amended Budget	\$ 1,662,668	\$ 21,848,782	\$ 21,565,047	\$ 1,946,402
NON-UTILITY CAPITAL FUND (#310)				
Adopted Budget	\$ 17,582,450	\$ 5,407,400	\$ 20,974,850	\$ 2,015,000
+ #3 - Centennial Fields All-Inclusive Playground	\$ (110,088)	\$ -	\$ -	\$ (110,088)
+ #6a- ERP System Project	\$ -	\$ -	\$ 61,096	\$ (61,096)
= Amended Budget	\$ 17,472,362	\$ 5,407,400	\$ 21,035,946	\$ 1,843,816
ERP PROJECT FUND (#350)				
Adopted Budget	\$ -	\$ -	\$ -	\$ -
+ #8 - ERP System Project	\$ 438,745	\$ 200,083	\$ 488,828	\$ 150,000
= Amended Budget	\$ 438,745	\$ 200,083	\$ 488,828	\$ 150,000
SEWER UTILITY FUND (#402)				
Adopted Budget	\$ 925,972	\$ 6,713,795	\$ 6,733,905	\$ 905,862
+ #6a- ERP System Project	\$ -	\$ -	\$ 27,891	\$ (27,891)
= Amended Budget	\$ 925,972	\$ 6,713,795	\$ 6,761,796	\$ 877,971
STORMWATER UTILITY FUND (#403)				
Adopted Budget	\$ 575,178	\$ 3,063,483	\$ 3,223,527	\$ 415,134
+ #4 - Stormwater Pond Improvement	\$ -	\$ -	\$ -	\$ -
= Amended Budget	\$ 575,178	\$ 3,063,483	\$ 3,223,527	\$ 415,134
UTILITY CAPITAL FUND (#417)				
Adopted Budget	\$ 20,924,442	\$ 14,773,142	\$ 20,564,000	\$ 15,133,584
+ #5 - Eagle Lake Reclamation Basin Improvements	\$ (49,006)	\$ -	\$ -	\$ (49,006)
+ #6a- ERP System Project	\$ -	\$ -	\$ 61,096	\$ (61,096)
= Amended Budget	\$ 20,875,436	\$ 14,773,142	\$ 20,625,096	\$ 15,023,482

	Beg. Fund Balance	Sources	Uses	Ending Fund Balance
INFORMATION TECHNOLOGY FUND (#502)				
Adopted Budget	\$ 1,567,014	\$ 2,671,609	\$ 3,155,340	\$ 1,083,283
+ #7 - IT System Repair	\$ -	\$ -	\$ 126,878	\$ (126,878)
+ #6a- Creation of ERP Project Fund (#350)	\$ 268,948	\$ -	\$ (256,243)	\$ 525,191
+ #6a- Creation of ERP Project Fund (#350)	\$ (771,317)	\$ -	\$ -	\$ (771,317)
+ #6b - ERP System Project - SaaS	\$ (33,143)	\$ -	\$ 33,143	\$ (66,285)
= Amended Budget	\$ 1,031,502	\$ 2,671,609	\$ 3,059,118	\$ 643,994
Total for All Amendments =	\$ (293,843)	\$ 200,083	\$ 778,289	\$ (872,048)



Proposed 2023-2024 Amended Biennial Budget Ordinance Table

Fund #	Fund Name	Est. 2023 Beginning Fund Balance	Est. 2023 Sources	Est. 2023 Uses	Est. 2023 Ending Fund Balance	Est. 2024 Sources	Est. 2024 Uses	Est. 2024 Ending Fund Balance	Total 2023-2024 Est. Sources	Total 2023-2024 Uses (Appropriation)
001	General Fund	\$ 4,423,674	\$ 20,681,954		\$ 1,662,668	\$ 21,848,782		\$ 1,946,402	\$ 42,530,736	
	<i>Administrative Departments ¹</i>			\$ 5,500,484			\$ 5,637,667			\$ 11,138,151
	<i>Police (Snoqualmie)</i>			\$ 5,207,692			\$ 5,390,813			\$ 10,598,505
	<i>Fire & Emergency Management</i>			\$ 4,121,971			\$ 4,261,862			\$ 8,383,832
	<i>Parks Maintenance</i>			\$ 1,862,517			\$ 1,845,018			\$ 3,707,535
	<i>Community Development ²</i>			\$ 2,275,257			\$ 2,498,294			\$ 4,773,551
	<i>Streets Maintenance</i>			\$ 1,047,448			\$ 1,105,101			\$ 2,152,549
	<i>Non-Departmental ³</i>			\$ 3,427,592			\$ 826,293			\$ 4,253,884
002	Reserve Fund	\$ 2,726,625	\$ 210,497	\$ -	\$ 2,937,122	\$ 92,949	\$ -	\$ 3,030,071	\$ 303,446	\$ -
	Total General Fund	\$ 7,150,300	\$ 20,892,451	\$ 23,442,961	\$ 4,599,790	\$ 21,941,731	\$ 21,565,047	\$ 4,976,474	\$ 42,834,182	\$ 45,008,008
012	Arts Activities Fund	\$ 48,578	\$ 52,094	\$ 60,856	\$ 39,816	\$ 28,217	\$ 37,136	\$ 30,897	\$ 80,311	\$ 97,992
014	North Bend Police Services Fund	\$ 244,924	\$ 2,425,603	\$ 2,573,165	\$ 97,362	\$ 2,568,379	\$ 2,665,741	\$ -	\$ 4,993,982	\$ 5,238,906
018	Deposits Reimbursement Control Fund	\$ 21,266	\$ 10,358	\$ 10,358	\$ 21,266	\$ 10,358	\$ 10,358	\$ 21,266	\$ 20,716	\$ 20,716
020	School Impact Fee Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Managerial Funds	\$ 314,767	\$ 2,488,055	\$ 2,644,379	\$ 158,443	\$ 2,606,954	\$ 2,713,235	\$ 52,163	\$ 5,095,009	\$ 5,357,614
110	Hotel/Motel Tax Fund	\$ 147,700	\$ 140,190	\$ 175,000	\$ 112,890	\$ 139,601	\$ 175,000	\$ 77,491	\$ 279,791	\$ 350,000
118	Drug Enforcement Fund	\$ 10,200	\$ 5,172	\$ 5,172	\$ 10,200	\$ 5,172	\$ 5,172	\$ 10,200	\$ 10,344	\$ 10,344
123	Opioid Settlement Fund	\$ -	\$ 20,000	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ -
131	Affordable Housing Fund	\$ 898,936	\$ 564,121	\$ 132,000	\$ 1,331,057	\$ 394,121	\$ -	\$ 1,725,178	\$ 958,242	\$ 132,000
144	Home Elevation Fund	\$ -	\$ 1,468,000	\$ -	\$ 1,468,000	\$ -	\$ -	\$ 1,468,000	\$ 1,468,000	\$ -
150	ARPA Covid Local Recovery Fund	\$ 2,244,095	\$ 28,327	\$ 1,139,516	\$ 1,132,906	\$ 9,454	\$ 1,142,360	\$ -	\$ 37,781	\$ 2,281,876
	Total Special Revenue Funds	\$ 3,300,932	\$ 2,225,810	\$ 1,451,688	\$ 4,075,053	\$ 548,348	\$ 1,322,532	\$ 3,300,869	\$ 2,774,158	\$ 2,774,220
310	Non-Utilities Capital Fund	\$ 20,100,000	\$ 16,027,950	\$ 18,655,588	\$ 17,472,362	\$ 5,407,400	\$ 21,035,946	\$ 1,843,816	\$ 21,435,350	\$ 39,691,534
350	ERP Project Fund	\$ -	\$ 1,181,579	\$ 742,834	\$ 438,745	\$ 200,083	\$ 488,828	\$ 150,000	\$ 1,381,662	\$ 1,231,662
	Total Capital Funds	\$ 20,100,000	\$ 17,209,529	\$ 19,398,422	\$ 17,911,107	\$ 5,607,483	\$ 21,524,774	\$ 1,993,816	\$ 22,817,012	\$ 40,923,196
401	Water Operations Fund	\$ 1,635,856	\$ 5,190,814	\$ 5,480,981	\$ 1,345,689	\$ 5,504,819	\$ 5,804,411	\$ 1,046,098	\$ 10,695,634	\$ 11,285,392
402	Sewer Operations Fund	\$ 786,844	\$ 6,447,608	\$ 6,308,480	\$ 925,972	\$ 6,713,795	\$ 6,761,796	\$ 877,971	\$ 13,161,403	\$ 13,070,276
403	Stormwater Operations Fund	\$ 984,709	\$ 2,850,899	\$ 3,260,430	\$ 575,178	\$ 3,063,483	\$ 3,223,527	\$ 415,134	\$ 5,914,382	\$ 6,483,957
417	Utilities Capital Fund	\$ 19,400,000	\$ 10,502,385	\$ 9,026,949	\$ 20,875,436	\$ 14,773,142	\$ 20,625,096	\$ 15,023,482	\$ 25,275,527	\$ 29,652,045
	Total Enterprise Funds	\$ 22,807,410	\$ 24,991,706	\$ 24,076,840	\$ 23,722,276	\$ 30,055,239	\$ 36,414,830	\$ 17,362,685	\$ 55,046,945	\$ 60,491,670
501	Equipment Replacement & Repair Fund	\$ 2,384,697	\$ 2,068,177	\$ 2,586,278	\$ 1,866,596	\$ 1,622,125	\$ 1,028,835	\$ 2,459,886	\$ 3,690,302	\$ 3,615,113
502	Information Technology Fund	\$ 2,251,692	\$ 2,657,771	\$ 3,877,961	\$ 1,031,502	\$ 2,671,609	\$ 3,059,118	\$ 643,994	\$ 5,329,380	\$ 6,937,078
510	Facilities Maintenance Fund	\$ 711,374	\$ 914,845	\$ 1,424,153	\$ 202,066	\$ 723,497	\$ 722,587	\$ 202,976	\$ 1,638,342	\$ 2,146,740
	Total Internal Service Funds	\$ 5,347,762	\$ 5,640,793	\$ 7,888,392	\$ 3,100,164	\$ 5,017,231	\$ 4,810,540	\$ 3,306,855	\$ 10,658,024	\$ 12,698,931
	Total All Funds	\$ 59,021,171	\$ 73,448,344	\$ 78,902,681	\$ 53,566,833	\$ 65,776,986	\$ 88,350,958	\$ 30,992,861	\$ 139,225,330	\$ 167,253,639

¹ Includes Executive, Legislative, City Attorney, City Clerk, Finance & Human Resources, and Communications

² Includes Planning, Developer-Reimbursed Expenditures, Building, and Events

³ Includes Human Services, Court Services, etc.

2023-2024 Biennium Budget Amendments

2023-2024 Biennial Budget Totals Comparison Table

	Est. 2023 Beginning Fund Balance	Est. 2023 Sources	Est. 2023 Uses	Est. 2023 Ending Fund Balance	Est. 2024 Sources	Est. 2024 Uses	Est. 2024 Ending Fund Balance	Total 2023-2024 Est. Sources	Total 2023-2024 Uses (Appropriation)
Original Ord. 1277	\$ 59,021,171	\$ 72,137,822	\$ 77,298,317	\$ 53,860,676	\$ 65,576,903	\$ 87,572,669	\$ 31,864,909	\$ 137,714,725	\$ 164,870,986
Proposed Ord. XXXX	\$ 59,021,171	\$ 73,448,344	\$ 78,902,681	\$ 53,566,833	\$ 65,776,986	\$ 88,350,958	\$ 30,992,861	\$ 139,225,330	\$ 167,253,639
Difference =	\$ -	\$ 1,310,522	\$ 1,604,365	\$ (293,843)	\$ 200,083	\$ 778,289	\$ (872,048)	\$ 1,510,605	\$ 2,382,653



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MEMORANDUM

DATE: November 13, 2023
TO: City Council
FROM: Janna Walker, Budget Analyst
SUBJECT: ERP System Implementation Budget

BACKGROUND

The Enterprise Resource Planning (ERP) System Implementation Budget was first authorized in the 2019-20 Biennium with budgeted resources of \$450,000. However, due to the time it took to select an ERP provider, nothing was spent until 2022, after the 2021 signing of a contract with Tyler Technologies for their Munis ERP system. This project is under active implementation during the current biennium and is expected to have final expenditures during the 2025-26 Biennium.

LIFE-OF-PROJECT ERP BUDGET

The current life-of-project budget is based on AB21-069, which established the initial contract with Tyler Technologies for both Software-as-a-Service (SaaS) payments over five years and implementation costs, along with AB22-155, which identified a \$1,800,000 budget for implementation, part of which includes a \$210,000 contingency, separate from the \$250,810 contract contingency described in AB21-069, for a total of \$460,810 in contingency funds. According to AB21-069, administration intended to fund \$1.1 million of the project with Non-Utility and Utility Capital funds. Additionally, the 2023-24 Biennial Budget increased the scope of the project, including temporary labor funded by both the IT fund (\$40,000) and the General Fund (\$100,000). The General Fund budget also includes allocations for additional Finance and Community Development modules planned for operations but not identified in the original ERP implementation and operation budget.

The Current Life-of-Project Budget, shown on the next page, illustrates the decisions made in the legislative record. The Expected-Life-of-Project Budget has been augmented based on current projections, as follows, and is broken out by biennium on page four of the memo:

Description	Provider	Current Life-of-Project Budget	Expected Life-of-Project Budget	Increase (Decrease)
<i>Tyler/Munis Contract</i>				
Professional Services ¹	Tyler Technologies, Inc.	\$ 561,450	\$ 853,713	\$ 292,263
Travel Expenses ¹	Tyler Technologies, Inc.	\$ 56,960	\$ 15,507	\$ (41,453)
3rd Party Hardware, Software, and Services ¹	Tyler Technologies, Inc.	\$ 4,075	\$ 9,075	\$ 5,000
Project Management Services	Berry Dunn	\$ 260,000	\$ 68,970	\$ (191,030)
IT Project Manager	City of Snoqualmie	\$ 456,705	\$ 361,837	\$ (94,868)
Tyler Technologies, Inc. Contingency ¹	Tyler Technologies, Inc.	\$ 250,810	\$ -	\$ (250,810)
Contingency for Other Potential Uses	Various	\$ 210,000	\$ 140,428	\$ (69,572)
<i>Original Implementation Budget, AB22-155</i>	Subtotal =	\$ 1,800,000	\$ 1,449,530	\$ (350,470)
<i>Software as a Service (SaaS) Fees</i>				
Tyler SaaS Operating Costs (\$265,397 a year for 5 years) ¹		\$ 1,218,535	\$ 1,393,089	\$ 174,554
Socrata SaaS, et al.		\$ 47,040	\$ 89,843	\$ 42,803
Enterprise Content Management SaaS		\$ -	\$ 67,300	\$ 67,300
<i>Total SaaS</i>	Subtotal =	\$ 1,265,575	\$ 1,550,231	\$ 284,656
<i>Expenditures (2023-2024 Additional Budget)</i>				
Professional Services (Bus. Mgmt., Socrata, etc.) ²	Tyler Technologies, Inc.	\$ 80,050	\$ 15,765	\$ (64,285)
Professional Services (Community Development) ²	Tyler Technologies, Inc.	\$ 82,600	\$ -	\$ (82,600)
Enterprise Content Management (ECM)	LaserFiche	\$ -	\$ 16,117	\$ 16,117
Temporary Labor	Robert Half	\$ 140,000	\$ 337,557	\$ 197,557
	Subtotal =	\$ 302,650	\$ 369,439	\$ 66,789
GRAND TOTAL =		\$ 3,368,225	\$ 3,369,200	\$ 975

¹These line items comprise the original Tyler Contract for a total of \$2,091,830. See AB21-069.

²Not Under Contract

The expected life-of-project budget represents an increase of \$975 over the current life-of-project budget amounts. This difference is a summation of smaller positive and negative variances across the entire project as follows:

Increase to Life-of-Project Budget	
Taxes on SaaS	\$ 108,450
New Tyler SaaS Contract (2026)	\$ 66,104
Implementation	\$ 5,000
Labor	\$ 102,689
Project Management	\$ (191,030)
Socrata, SaaS & Impl.	\$ (21,483)
Energov	\$ (82,600)
Enterprise Content Mgmt, SaaS & Impl.	\$ 83,417
Contingency	\$ (69,572)
Life-of-Project Increase	\$ 975

- In the initial budgeting of the contract, no allowance was made for sales tax on annual Tyler Technologies software-as-a-service (SaaS) fees, resulting in an increase in estimated expenditures of \$108,450 over the life of the project.

- The Tyler contract will be renewed in 2026. The increased cost of \$66,104 represents three months of SaaS fees not currently in the contract.
- Implementation, which is a summation of all non-SaaS Tyler fees, required cashiering stations that were not included in the contract, for an increase of \$5,000.
- The City needed additional support in system setup, data conversion and migration. This resulted in an increase in labor above the original budgeted amounts by approximately \$102,689.
- Project Management costs were reduced by \$191,030 as a contract with Berry Dunn ended early when the expected value of the project management did not materialize.
- Socrata, an open-data platform, and EnerGov, permitting and licensing software, were included in the 2023-24 Biennial budget. However, Energov proved more expensive than originally planned and the City is searching for an alternate solution within software already purchased, resulting in a cost savings of \$104,083.
- The City obtained a \$21,956 grant to support the implementation of an Enterprise Content Management (ECM) system through LaserFiche. This system is expected to cost \$24,883.65 annually until fully implemented, with \$16,825 in ongoing SaaS fees. Ongoing SaaS and implementation costs through 2026 are expected to total \$83,417.
- In the previous biennium, the contingency budget was assigned to fund computer hardware for Parks & Public Works (AB22-155), and an Irrigation System Survey. The remaining \$69,572 in contingency funds will be applied against overages.

ACTUAL ERP EXPENDITURES

The City has spent the following amounts during the 2021-22 Biennium and the 2023-24 Biennium:

	Provider	Actual 2021-22	Actual 2023-24
<i>Tyler/Munis Contract</i>			
Professional Services	Tyler Technologies, Inc.	\$ 80,817	\$ 103,398
Travel Expenses	Tyler Technologies, Inc.	\$ -	\$ -
3rd Party Hardware, Software, and Services	Tyler Technologies, Inc.	\$ -	\$ -
Project Management Services	Berry Dunn	\$ 50,540	\$ 18,430
IT Project Manager	City of Snoqualmie	\$ 178,647	\$ 152,442
Tyler Technologies, Inc. Contingency	Tyler Technologies, Inc.	\$ -	\$ -
Contingency for Other Potential Uses	Various	\$ 24,036	\$ 97,428
<i>Original Implementation Budget, AB22-155</i>	Subtotal =	\$ 334,041	\$ 371,698
<i>Software as a Service (SaaS) Fees</i>			
Tyler SaaS Operating Costs (\$265,397 a year for 5 years) ¹		\$ 331,501	\$ 265,396
Socrata SaaS		\$ -	\$ -
Enterprise Content Management SaaS		\$ -	\$ 16,825
<i>Total SaaS</i>	Subtotal =	\$ 331,501	\$ 282,221

Expenditures (2023-2024 Additional Budget)

Professional Services (Bus. Mgmt., Socrata, etc.)	Tyler Technologies, Inc.	\$	-	\$	-
Professional Services (Community Development)	Tyler Technologies, Inc.	\$	-	\$	-
Temporary Labor	Robert Half	\$	103,266	\$	201,891
Subtotal =		\$	103,266	\$	209,949

GRAND TOTAL = \$ 768,808 \$ 847,429

Amount Budgeted = \$ 1,470,000 \$ 1,153,297
Budget Remaining = \$ 701,192 \$ 305,868

FORECASTED ERP EXPENDITURES

The City expects to spend the amounts shown in the table below during the 2023-24 Biennium and 2025-26 Biennium. The end result, the Expected Life-of-Project Budget, is the amount shown in the first table of this memo.

Description	Actual 2021-22	Forecasted 2023-24	Forecasted 2025-26	Expected Life-of-Project Budget
<i>Tyler/Munis Contract</i>				
Professional Services	\$ 80,817	\$ 622,895	\$ 150,000	\$ 853,713
Travel Expenses	\$ -	\$ 15,507	\$ -	\$ 15,507
3rd Party Hardware, Software, and Services	\$ -	\$ 9,075	\$ -	\$ 9,075
Project Management Services	\$ 50,540	\$ 18,430	\$ -	\$ 68,970
IT Project Manager	\$ 178,647	\$ 183,190	\$ -	\$ 361,837
Tyler Technologies, Inc. Contingency	\$ -	\$ -	\$ -	\$ -
Contingency for Other Potential Uses	\$ 24,036	\$ 116,391	\$ -	\$ 140,428
<i>Original Implementation Budget</i>	\$ 334,041	\$ 965,489	\$ 150,000	\$ 1,449,530
<i>Software as a Service (SaaS) Fees</i>				
Tyler SaaS Operating Costs (\$265,397 a year for 5 years) ¹	\$ 331,501	\$ 530,794	\$ 530,794	\$ 1,393,089
Socrata SaaS	\$ -	\$ 29,948	\$ 59,895	\$ 89,843
Enterprise Content Management SaaS	\$ -	\$ 33,650	\$ 33,650	\$ 67,300
<i>Total SaaS</i>	\$ 331,501	\$ 594,391	\$ 624,339	\$ 1,550,231
<i>Expenditures (2023-2024 Additional Budget)</i>				
Professional Services (Bus. Mgmt., Socrata, etc.)	\$ -	\$ 15,765	\$ -	\$ 15,765
Professional Services (Community Development)	\$ -	\$ -	\$ -	\$ -
Enterprise Content Management	\$ -	\$ 16,117	\$ -	\$ 16,117
Temporary Labor	\$ 103,266	\$ 234,291	\$ -	\$ 337,557
	\$ 103,266	\$ 266,173	\$ -	\$ 369,439
Grand Total =	\$ 768,808	\$ 1,826,053	\$ 774,339	\$3,369,200
Amount Budgeted = \$ 1,470,000 \$ 1,153,297 \$ 1,153,297				
Budget Remaining or (Required Appropriation) \$ 701,192 \$ (672,756) \$ 378,958				

APPROPRIATION AND NEW ERP PROJECT FUND (#350)

The required appropriation of \$672,756 for the current biennium figures into the requested amendment, shown below. The majority of the difference, \$653,885, relates to implementation costs to Tyler Technologies that should have been carried forward from the prior biennium but were not. The total breakout of costs making up the amendment is shown below:

Description	Appropriation Required
Taxes on SaaS	\$ 49,728
Socrata SaaS	\$ (17,093)
Enterprise Content Management SaaS	\$ 33,650
Total SaaS (Operating) Required	\$ 66,285
Implementation	\$ 653,885
Labor	\$ 108,533
Project Management	\$ (141,570)
Hardware & Other	\$ 88,500
Studies & Surveys	\$ 27,891
Socrata Implementation	\$ (146,885)
Enterprise Content Management Implementation	\$ 16,117
Total 2023-24 Appropriation Required	\$ 672,756
2025-26 Fund #350 Appropriation Required	\$ 150,000
Total Appropriation Required	\$ 822,756

The forecasted 2025-26 expenditures of \$150,000 are added to the \$672,767 required appropriation for a total of \$822,756 requested to support the creation of a new ERP Project Fund (#350). This fund will track the capital expenditures related to the implementation. All operating costs, identified above as SaaS, will remain within the IT Fund (#502).

FUNDING FOR ADDITIONAL APPROPRIATION

Administration proposes using non-recurring sales tax in excess of budgeted amounts, support from the Sewer Utility Funds for an Irrigation System survey, and support from the Non-Utility Capital and Utility Capital Funds to fund the \$822,756 required amendment. The amounts are shown by year and source below:

Funding Sources for Amendment	
Enterprise Content Management Grant	\$ 16,116
Transfer of IT Fund Balance Committed to ERP	\$ 246,126
SaaS fees to be Allocated and Absorbed	\$ 66,285
Non-Recurring Sales Tax in Excess of Budget	\$ 344,145
Sewer Utility Fund (#402)	\$ 27,891
Non-Utility Capital Fund (#310)	\$ 61,096
Utility Capital Fund (#417)	\$ 61,096
Total Funding Sources	\$ 822,756

ERP PROJECT FUND (#350) BUDGET

The new project fund will have a budget as follows:

Account Description	2023 Budget	2024 Budget	Total Budget
BEGINNING FUND BALANCE	\$ -	\$ 438,746	
SOURCES			
<i>Taxes</i>	\$ 344,145	\$ -	\$ 344,145
<i>Intergovernmental Revenues</i>	\$ 16,117	\$ -	\$ 16,117
<i>Miscellaneous Revenues</i>	\$ -	\$ -	\$ -
<i>Transfers In</i>	\$ 821,317	\$ 200,083	\$ 1,021,400
Total Sources =	\$ 1,181,579	\$ 200,083	\$ 1,381,663
Uses			
<i>Professional Services (AB21-069 for Tyler Contract; Socrata and ECM)</i>	\$ 190,532	\$ 488,829	\$ 679,361
<i>Berry Dunn Project Management (PM) Services (AB20-050)</i>	\$ 18,430	\$ -	\$ 18,430
<i>Employee Costs and Other Labor</i>	\$ 417,481	\$ -	\$ 417,481
<i>Computer Equipment (AB22-155)</i>	\$ 88,500	\$ -	\$ 88,500
<i>Additional Services & Studies</i>	\$ 27,891	\$ -	\$ 27,891
Total Uses =	\$ 742,833	\$ 488,829	\$ 1,231,663
ENDING FUND BALANCE	\$ 438,746	\$ 150,000	

The sources in the new fund are reconciled to the appropriation request in the table below:

Total Funding Sources for Amendment	\$ 822,756
General Fund Budget, transferred to Fund #350	\$ 100,000
IT Budget, transferred to Fund #350	\$ 525,191
Less: SaaS fees to remain in IT	\$ (66,285)
ERP Project Fund (#350) Total Sources	\$ 1,381,661



BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

AB23-136
November 27, 2023
Ordinance

AGENDA BILL INFORMATION

TITLE:	AB23-136: School Impact Fees for 2024	<input type="checkbox"/> Discussion Only
PROPOSED ACTION:	Adopt Ordinance 1283 Adopting Snoqualmie Valley School District School Impact Fees for 2024	<input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

REVIEW:	Department Director	Emily Arteche	11/15/2023
	Finance	n/a	Click or tap to enter a date.
	Legal	David Linehan	11/15/2023
	City Administrator	Mike Chambless	Click or tap to enter a date.

DEPARTMENT:	Community Development		
STAFF:	Emily Arteche, Community Development Director		
COMMITTEE:	Finance & Administration	COMMITTEE DATE: November 21, 2023	
EXHIBITS:	1. Draft Ordinance 1283 2. Snoqualmie Valley School District School CFP		

AMOUNT OF EXPENDITURE	\$ n/a
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUESTED	\$ n/a

SUMMARY

INTRODUCTION

Annual update to the school impact fees for 2024 on behalf of the Snoqualmie Valley School District No. 410.

LEGISLATIVE HISTORY

The City Council adopted the 2023 school impact fees via AB22-100 and Ordinance 1266, and prior years school impact fees via other ordinances.

BACKGROUND

The City of Snoqualmie adopted Ordinance 826 in 1998, providing for the assessment and collection of school impact fees for new construction. Section 1 of the ordinance is codified as Chapter 20.10 of the Snoqualmie Municipal Code. Chapter 20.10 SMC establishes school impact fees and requires the district to submit an annual update, an updated fee calculation/revised fee schedule; and an annual report on the school impact fee account, showing the source and amount of all moneys collected, earned, or received, and the public improvements that were financed in whole or in part by impact fees. The District's Capital Facilities Plan (CFP) is the basis for the school impact fee and contains the details of how the fee is calculated. The City's

Comprehensive Plan provides that the update of the District's Capital Facilities Plan be approved by the City Council by Resolution. The updated school impact fees are adopted separately by ordinance.

ANALYSIS

The Snoqualmie Valley School District submitted the required information to the City, including the updated Capital Facilities Plan (CFP), updated fee calculation (in the updated CFP), revised fee schedule (in the updated CFP), and an annual report. The adoption of the Ordinance establishing school impact fees for 2024 in accordance with the Snoqualmie Valley School District No. 410 Capital Facilities Plan 2023-2028 will change the school impact fee for average single-family residences from \$16,202.85 to 9,230.89 (down \$6,971.96), and for multifamily residences from \$5,534.14 to \$6,391.47 (up \$857.33). The new school impact fees would be effective on January 1, 2024.

BUDGET IMPACTS

N/A

NEXT STEPS

Discussion only. A first reading by the City Council is schedule on November 27, 2023, and a second reading/adoption on December 11, 2023.

PROPOSED ACTION

November 27, 2023: First reading of Ordinance 1283.

December 11, 2023: Second reading of Ordinance 1283. Move to approve Ordinance 1283 Adopting Snoqualmie Valley School District School Impact Fees for 2024.

ORDINANCE NO. 1283

AN ORDINANCE OF THE CITY OF SNOQUALMIE, WASHINGTON, UPDATING SCHOOL IMPACT FEES PURSUANT TO ORDINANCE NO. 826 AND CHAPTER 20.10 OF THE SNOQUALMIE MUNICIPAL CODE

WHEREAS, the City of Snoqualmie adopted Ordinance No. 826 on September 28, 1998, adopting Chapter 20.10 of the Snoqualmie Municipal Code and setting school impact fees as authorized by the Growth Management Act based upon the Snoqualmie Valley School District No. 410 Capital Facilities Plan 1998; and

WHEREAS, the City Council has approved the Snoqualmie Valley School District No. 410 Capital Facilities Plan 2023-2028 by Resolution 1674, and it is deemed adopted by reference as provided in the City of Snoqualmie Comprehensive Plan; and

WHEREAS, the City should update the school impact fees based on the most recent Snoqualmie Valley School District No. 410 Capital Facilities Plan adopted by reference by the City;

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

Section 1. School impact fees to be collected pursuant to Chapter 20.10 of the Snoqualmie Municipal Code as of the date as set forth in Section 2 are hereby established as follows:

Impact fee per single-family dwelling unit	\$9,230.89
Impact fee per multi-family dwelling unit	\$6,391.47

Section 2. This ordinance shall be effective from and after its adoption and the expiration of five days after its publication as provided by law, provided, the impact fees established herein shall be effective from and after January 1, 2024.

PASSED by the City Council of the City of Snoqualmie, Washington, this 11th day of December 2023.

Katherine Ross, Mayor

ATTEST:

Deana Dean, City Clerk

APPROVED AS TO FORM:

David Linehan, Interim City Attorney



Snoqualmie Valley

Public Schools

Item 12.

8001 Silva Avenue S.E., P.O. Box 400, Snoqualmie, WA 98065
Phone (425) 831-8100 ♦ Fax (425) 831-8040 ♦ www.svsd410.org

June 13, 2023

Emily Arteche, Director
Department of Community Development
City of Snoqualmie
PO Box 987
Snoqualmie, WA 98065

Dear Ms. Arteche:

Enclosed is the Snoqualmie Valley School District #410
2023 Six Year Capital Facilities Plan. Adopted 6/8/2023

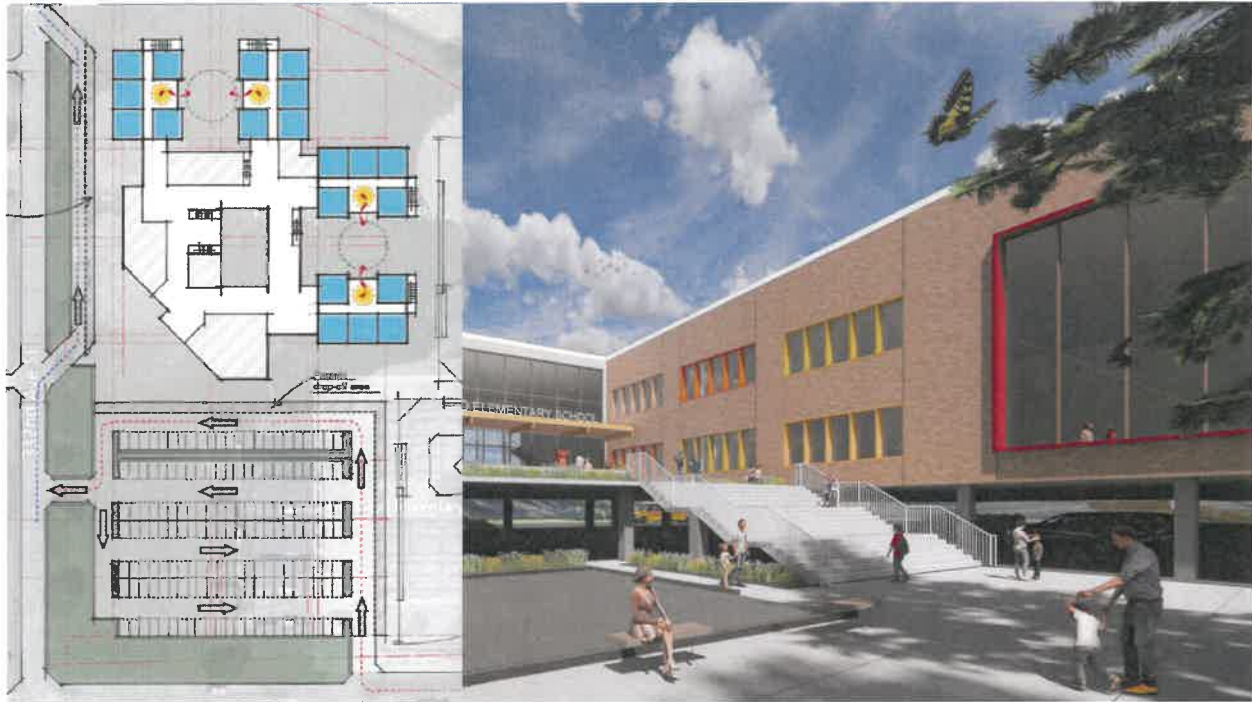
As you go through your adoption process, please let me know if you would like me to attend any council or committee meetings to address any questions.

Sincerely,

Ryan Stokes
stokesr@svsd410.org
Assistant Superintendent of Finance & Operations

SNOQUALMIE VALLEY SCHOOL DISTRICT 410

CAPITAL FACILITIES PLAN 2023



Snoqualmie Valley School District No. 410 hereby provides to the King County Council this Capital Facilities Plan documenting the present and future school facility requirements of the District. The Plan contains all elements required by the Growth Management Act and King County Code Title 21A.43, including a six (6) year financing plan component.

Adopted on June 8, 2023

SNOQUALMIE VALLEY SCHOOL DISTRICT NO. 410

2023-2028

SIX-YEAR CAPITAL FACILITIES PLAN

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For information about this plan, call the District Business Services Office
(425.831.8011)

**Snoqualmie Valley School District No. 410
Snoqualmie, Washington
(425) 831-8000**

Board of Directors

	<u>Position Number</u>	<u>Term</u>
Melissa Johnson, President	1	1/1/22 - 12/31/25
Geoff Doy	2	1/1/20 - 12/31/23
Carolyn Simpson	3	1/1/20 - 12/31/23
Gary Fancher	4	1/1/22 - 12/31/25
Ram Dutt Vedullapalli, Vice President	5	1/1/20 - 12/31/23

Central Office Administration

Superintendent	Dan Schlotfeldt
Assistant Superintendent - Finance & Operations	Ryan Stokes
Assistant Superintendent - Teaching and Learning	Ginger Callison
Executive Director of Student Services	Nicole Fitch
Executive Director of Human Resources	Beth Porter

Snoqualmie Valley School District No. 410
Snoqualmie, Washington

Administration Building
8001 Silva Ave S.E., P.O. Box 400
Snoqualmie, WA 98065
(425) 831-8000
Dan Schlotfeldt, Superintendent

Mount Si High School
8651 Meadowbrook Way S.E.
Snoqualmie, WA 98065
Debra Hay, Principal

Two Rivers School
8651 Meadowbrook Way S.E.
Snoqualmie, WA 98065
Catherine Fredenburg, Principal

Snoqualmie Middle School
9200 Railroad Ave S.E.
Snoqualmie, WA 98065
Megan Botulinski, Principal

Chief Kanim Middle School
32627 S.E. Redmond-Fall City Rd.
P.O. Box 639
Fall City, WA 98024
Michelle Trifunovic, Principal

Twin Falls Middle School
46910 SE Middle Fork Road
North Bend, WA 98045
Jeff D'Ambrosio, Principal

Cascade View Elementary
34816 SE Ridge Street
Snoqualmie, WA 98065
Katelyn Long, Principal

Snoqualmie Elementary
39801 S.E. Park Street
Snoqualmie, WA 98065
John Norberg, Principal

North Bend Elementary
400 East Third Street
North Bend, WA 98045
Stephanie Shepherd, Principal

Fall City Elementary
33314 S.E. 42nd
Fall City, WA 98027
Jamie Warner, Principal

Timber Ridge Elementary
34412 SE Swenson Drive
Snoqualmie, WA 98065
Shawn Lawrence, Principal

Opstad Elementary
1345 Stilson Avenue S.E.
North Bend, WA 98045
Emily Hays, Principal

Section 1. Executive Summary

This Six-Year Capital Facilities Plan (the “Plan”) has been prepared by the Snoqualmie Valley School District (the “District”) as the organization’s primary facility planning document, in compliance with the requirements of the State of Washington's Growth Management Act and King County Code 21A.43. This plan was prepared using data available in the spring of 2023 and is consistent with prior capital facilities plans adopted by the District; however, this plan is not intended to be the sole plan for all the organization's needs.

For impact fees to be collected in the unincorporated areas of King County, the King County Council must adopt this plan, as proposed by the District. The Snoqualmie Valley School District also includes the incorporated cities of Snoqualmie and North Bend, as well as a portion of the city of Sammamish. The cities of Snoqualmie, North Bend, and Sammamish have each adopted a school impact fee policy and ordinance like the King County model.

Pursuant to the requirements of the Growth Management Act and the local implementing ordinances, this plan will be updated on an annual basis with any changes in the fee schedule adjusted accordingly. See Appendix A for the current single-family residence and multi-family residence calculations.

The District’s Plan establishes a "standard of service" in order to ascertain current and future capacity. This standard of service is reflective of current student/ teacher ratios that the District hopes to be able to maintain during the period reflected in this Capital Facilities Plan. The Standard of Service has been updated to incorporate class size reduction at the K-3 level but **does not** incorporate additional class size reductions for all other grades, as outlined in Initiative 1351, which was approved by voters in November 2014. Future updates to this plan will consider incorporating those class sizes as the implementation of Initiative 1351 progresses.

It should also be noted that although the State Superintendent of Public Instruction establishes square foot guidelines for capacity funding criteria, those guidelines do not account for the local program needs in the District. The Growth Management Act and King County Code 21A.43 authorize the District to adjust the standard of service based on the District's specific needs.

In general, the District's current standard provides the following (see Section 2 for additional information):

School Level	Target Average Student/Teacher Ratio
Elementary	20 Students
Middle	27 Students
High	28 Students

School capacity for the 2023-24 school year is based on the District standard of service and use of existing inventory. Existing inventory includes both permanent and relocatable classrooms (i.e. portable classroom units). The District's 2023-24 overall permanent capacity is 6,524 students (with an additional 2,027 student capacity available in portable classrooms). Enrollment in the Fall of 2022 totaled 6,813 full time equivalents ("FTE"). Due primarily to smaller kindergarten cohorts in recent years, the District anticipates a slight decrease in overall enrollment over the duration of this plan, with enrollment then beginning to grow in the years subsequent to this plan. Demographer projections based on recent census data, economic trends, housing projections and birth rates, among other factors project a decrease of 1% to 6,741 in 2028, based on the mid-range of enrollment projections. However, several factors may affect these projections in the near term, including anticipated housing growth in North Bend, continuing uncertainty regarding the impact of COVID on recent enrollment trends (and return of students to District enrollment), and recent experience of high school students opting for traditional education over the previous numbers enrolling in Running Start. As such, the District believes these projections to be conservative and will continue to carefully monitor annual enrollment.

Washington State House Bill 2776, which was enacted in 2010, required all kindergarten classes in the State to convert to full day kindergarten by 2018. The District converted to full day kindergarten in 2016. This transition doubled the number of classrooms needed for kindergarteners and increased classrooms needed to serve kindergarteners requiring additional special educational services. HB 2776 also stipulated K-3 class sizes to be reduced to 17 students per teacher by 2018 (down from the 21:1 average previously funded). This reduction in class sizes also required significant increases in the number of classrooms needed to adequately serve our K-3 population. These factors, combined with significant enrollment growth over the past two decades has increased the need for permanent classroom capacity across all grade levels in the District.

Though areas of growth are seen in various areas of the District, the most notable growth continues to be in the Snoqualmie Ridge and North Bend areas. United States Census data released in 2021 indicated the City of Snoqualmie grew by 32.3% over the last decade, while the City of North Bend grew by 31.8% over the same period. The cities of Snoqualmie and North Bend both anticipate future housing growth beyond 2028, while growth in unincorporated King County and the city of Sammamish should experience minimal housing growth in the District, unless annexations occur.

Previously, the need for additional classroom capacity has been addressed via the construction of Cascade View Elementary in 2005, Twin Falls Middle School in 2008, a 12-classroom portable expansion at Mount Si High School in 2009, the conversion of Snoqualmie Middle School into a Freshman Campus for Mount Si High School in 2013, the relocation of the 12-classroom portable expansion from Mount Si High School to Snoqualmie Middle School, the construction of Timber Ridge Elementary in 2016 and the replacement of Mount Si High School in 2019. In addition, the District has added numerous portable classrooms throughout the District during that same time frame. While two elementary schools have been opened in the last two decades, elementary school portable classrooms currently provide the equivalent capacity of two additional elementary schools, or approximately one-third of all elementary student capacity. See Section 7 for further details.

With the completion of the two school additions (Timber Ridge and Mount Si) related to the District's most recent bond proposition (2015), the District has begun to consider the ongoing facility needs throughout the District. In order to reassess overall District needs and to begin to prioritize projects for potential future bond propositions, the District launched a citizen's committee to review districtwide facilities needs related to educating students (which continues to evolve in the 21st century) with consideration for future projected enrollment growth.

The goal of the committee is to develop a 20-year long-range facilities plan, with the first phase expected to reflect the six-year window of this plan. The committee has currently presented a preliminary recommendation to rebuild and expand North Bend Elementary and Fall City Elementary, given projected enrollment trends, the disproportionate number of portables and the age and location of these elementaries. These expansions create capacity to serve elementary growth, while also eliminating a significant number of portable classrooms currently at those buildings. Expanding and renovating older elementary schools also saves operations and maintenance costs when compared to constructing a seventh elementary school and trying to continue to maintain aged buildings. Both elementary schools are also the District's oldest facilities, and a replacement/renovation of each alleviates ongoing and growing maintenance issues and costs associated with aging structures. Improvements to these buildings would also provide more equitable learning and support spaces that are present in other buildings and necessary to meet student educational needs.

The committee also has preliminarily recommended the replacement of Snoqualmie Middle School, as it similarly does not have equitable facilities and learning spaces compared to the District's other two middle schools and has a significant number of classroom doors that open to the exterior which present an ongoing safety and security concern associated with the increase of violence in public schools.

See Section 6 for more details on the District's capacity planning.

Section 2. Current District "Standard of Service"
(as defined by King County Code 21A.06)

King County Code 21A.06 refers to a "standard of service" that each school district must establish in order to ascertain its overall capacity. The standard of service identifies the program year, the class size, the number of classrooms, students and programs of special need, and other factors (determined by the district), which would best serve the student population. Relocatables (i.e. portable classroom units) may be included in the capacity calculation using the same standards of service as the permanent facilities.

The standard of service outlined below reflects only those programs and educational opportunities provided to students that directly affect the capacity of the school buildings. The special programs listed below require classroom space; thus, the permanent capacity of some of the buildings housing these programs has been reduced to account for those needs. Standard of Service has been updated to incorporate anticipated class size reduction at the K-3 level but **does not** incorporate additional class size reductions for all other grades, as outlined in Initiative 1351, which was approved by voters in November 2014. Future updates to this plan will consider incorporating those class sizes as the state implementation of Initiative 1351 progresses.

Standard of Service for Elementary Students

- Average target class size for grades K - 2: 17 students
- Average target class size for grade 3: 17 students
- Average target class size for grades 4-5: 27 students
- Special Education for students with disabilities may be provided in a self-contained classroom. Average target class size: 12 students

Identified students will also be provided other special educational opportunities in classrooms designated as follows:

- Resource rooms
- Computer rooms
- Multi Language Learners (MLL)
- Education for disadvantaged students (Title I)
- Highly Capable education
- District remediation programs
- Learning assisted programs
- Transition rooms
- Behavior and other social, emotional programming
- Mild, moderate and severe disabilities
- Preschool programs

Standard of Service for Secondary Students

- Average target class size for grades 6-8: 27 students
- Average target class size for grades 9-12: 30 students
- Average target class size for Two Rivers School: 20 students
- Special Education for students with disabilities may be provided in a self-contained classroom. Average target class size: 12 students

Identified students will also be provided other special educational opportunities in classrooms designated as follows:

- English Language Learners (ELL)
- Resource rooms (for special remedial assistance)
- Computer rooms
- Daycare programs

The District's goal is to provide a standard of service of 17 students per classroom for kindergarten through grade 3, and 25 students per classroom in grades 4 through 5. However, the state currently funds grades 4 and 5 at 27 students per classroom.

Room Utilization at Secondary Schools

It is not possible to achieve 100% utilization of regular teaching stations because of scheduling conflicts for student programs, the need for specialized rooms for certain programs, and the need for teachers to have a workspace during their planning periods. Based on actual utilization due to these considerations, the District uses a standard utilization rate of 83% (5 out of 6 periods) for determining middle school capacity.

Beginning in the 2019-20 school year, Mount Si High School converted to a 7-period schedule. Teachers teach 5 of those periods, resulting in an expected room utilization of only 71% (5 out of 7). As enrollment grows, we would expect a need for some teachers to share classrooms throughout the day, resulting in a slightly higher utilization rate of 75%. As a result of lower room utilization rates, the average target class size for capacity purposes for Mount Si has also been increased from 27 to 30. Adjustments to the class size and classroom utilization rates may occur in future revisions to this plan, based on revisions to the new high school schedule as it is implemented.

Section 3. Inventory and Evaluation of Current Permanent Facilities

The District's current overall capacity for the 2023-24 school year is expected to be 8,551, comprised of permanent classroom capacity of 6,524 students, and temporary classroom capacity of 2,027 students. October enrollment for the 2022-23 school year was 6,620 for purpose of the building inventory below. Districtwide, October 2022 enrollment totaled 6,813 full time equivalents ("FTE"), which includes students attending Parent Partnership Program and out-of-district placements.

Calculations of elementary, middle, and high school capacities have been made in accordance with the current standards of service. Due to changes in instructional programs, student needs (including special education) and other current uses, some changes in building level capacity have occurred at some schools. An inventory of the District's schools arranged by level, name, and current permanent capacity are summarized in the following table. In addition, a summary of overall capacity and enrollment for the next six years is discussed further in Section 7.

The physical condition of the District's facilities was evaluated by the 2023 State Study and Survey of School Facilities completed in accordance with WAC 180-25-025. As schools are modernized, the State Study and Survey of School Facilities report is updated. That report is incorporated herein by reference.

**Inventory of Permanent School Facilities and Related Program Capacity
2023-24 School Year**

ELEMENTARY LEVEL				
Facility	Address	Grade Span	Permanent Capacity *	2022-23 Enrollment **
CASCADE VIEW	34816 SE Ridge Street Snoqualmie, Washington	K thru 5	495	547
FALL CITY	33314 SE 42nd Place Fall City, Washington	K thru 5	280	461
NORTH BEND	400 E 3rd Street North Bend, Washington	K thru 5	325	456
OPSTAD	1345 Stilson Av SE North Bend, Washington	K thru 5	452	563
SNOQUALMIE	39801 SE Park Street Snoqualmie, Washington	K thru 5 & Preschool	261	420
TIMBER RIDGE	34412 SE Swenson Drive Snoqualmie, Washington	K thru 5	583	621
Total Elementary School			2,396	3,068
MIDDLE SCHOOL LEVEL				
Facility	Address	Grade Span	Permanent Capacity *	2022-23 Enrollment **
CHIEF KANIM	32627 SE Redmond-Fall City Rd Fall City, Washington	6, 7 & 8	697	579
SNOQUALMIE	9200 Railroad Ave SE Snoqualmie, Washington	6, 7 & 8	336	503
TWIN FALLS	46910 SE Middle Fork Road North Bend, Washington	6, 7 & 8	765	543
Total Middle School			1,798	1,625
HIGH SCHOOL LEVEL				
Facility	Address	Grade Span	Permanent Capacity *	2022-23 Enrollment **
MOUNT SI / TWO RIVERS	8651 Meadowbrook Way SE Snoqualmie, Washington	9 thru 12	2,330	1,927
Total High School			2,330	1,927
TOTAL DISTRICT			6,524	6,620

* Does not include capacity for special programs as identified in Standards of Service section.

** Difference between enrollment (pg.13) is due to rounding, Parent Partner Program, and out-of-district placements.

Section 4. Relocatable (Portable) Classrooms

For a definition of relocatables and permanent facilities, see Section 2 of King County Code 21A.06.

The District inventory includes 94 portable classrooms that provide standard capacity and special program space as outlined in Section 2. The District inventory of portables provides approximately 24% of capacity districtwide. The rebuild and expansion of Mount Si High School and the re-opening of Snoqualmie Middle schools has significantly reduced the percentage of secondary students in portable classrooms. At the elementary level, 36% of facility capacity is housed in portable classrooms, which is the equivalent of over 2 entire elementary schools. Based on projected enrollment growth and timing of anticipated permanent facilities, the District anticipates the need to acquire and/or relocate additional portables at the elementary level during the next six-year period.

As enrollment fluctuates, portables provide flexibility to accommodate immediate needs and interim housing. Because of this, new and modernized school sites are all planned to accommodate the potential of adding portables to address temporary fluctuations in enrollment. In addition, the use and need for portables will be balanced against program needs. Portables are not a solution for housing students on a permanent basis, and the District would like to continue to reduce the percentage of students that are housed in portable classrooms.

The cost of portables also varies widely based on the location, jurisdictional permitting requirements and intended use of the classrooms.

The District has an additional 10 portable classrooms in its inventory that are used for special program purposes or districtwide support services and are not available for regular classroom needs.

Two Rivers School relocated to the Mount Si High School campus in the fall of 2021. The District is currently working on facility improvements of that modular classroom facility and expects to bring that building back into available capacity in the Fall of 2024, when it will house the preschool program currently housed at Snoqualmie Elementary.

Section 5. Six-Year Enrollment Projections

The District contracts with Flo Analytics ("FLO") to project student enrollment over the next six-years. FLO provides the District a low, middle and high-range projections that are based on historic growth trends, future housing construction plans and availability, birth rates, as well as economic and various other factors that contribute to overall population growth. Based on the mid-range projection provided in 2023 by FLO, enrollment is expected to decrease by 72 students (1%) over the next six years, with slight declines in enrollment the 6-12 level, but growth in K-5 enrollment. However, as discussed below, the District views these projections as conservative and will continue to monitor enrollment closely.

The enrollment projections shown below have been adjusted beginning in 2016 to account for the conversion of half-day kindergarten students to full-day kindergarten students, as required by Washington State House Bill 2776, which was enacted in 2010. While this change did not increase the number of students (headcount), doubling the amount of time the students are in school also doubled the number of kindergarten classrooms needed to serve that grade level.

Given enrollment variability in recent years, the District acknowledges that the demographer's ability to project enrollment could be impacted by several variable factors in the near term including: anticipated housing growth in North Bend, continuing uncertainty regarding the impact of COVID on recent enrollment trends (and return of students to District enrollment), and recent experience of high school students opting for traditional education over the previous numbers enrolling in Running Start. A few years prior to the construction of the new Mount Si High School, the District saw a significant increase in the number of students choosing to enroll in Running Start programs. With the opening of the new Mount Si High School and increased availability of dual credit and advanced placement offerings, we anticipate an increase of student retention in the 11th and 12th grades. Additional program enhancements, such as the relocation of Two Rivers onto the Mount Si High School campus, should also improve student outcomes and retention. These factors are not included in the demographer projections below but may result in higher high school enrollment at Mount Si High School over the next six years. We will continue to update enrollment projections in future updates to this plan.

Snoqualmie Valley School District No. 410
Actual Full-Time Equivalent Enrollment through 2022 and Projected Enrollment from 2023 through 2028

GRADE:	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Enrollment Projections through 2028					
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Kindergarten **	233	257	245	267	241	548	508	548	603	402	546	491	517	499	504	514	528	543
1st Grade	490	495	540	530	578	526	574	530	552	561	475	531	505	533	514	519	530	544
2nd Grade	501	491	504	559	536	614	560	569	549	516	593	485	550	523	552	532	537	549
3rd Grade	522	510	509	515	567	559	608	564	572	519	549	579	493	556	528	558	538	543
4th Grade	493	534	517	509	566	597	566	585	566	534	525	546	581	493	556	528	558	538
5th Grade	517	492	528	538	526	570	596	557	584	554	545	523	545	579	492	554	527	557
K-5 Subtotal	2,756	2,779	2,843	2,918	3,014	3,414	3,412	3,353	3,426	3,086	3,233	3,155	3,191	3,183	3,146	3,205	3,218	3,274
6th Grade	491	504	472	514	570	529	580	582	574	581	548	538	527	549	584	497	558	531
7th Grade	480	488	512	481	525	572	511	581	590	550	594	536	537	526	548	581	495	556
8th Grade	473	481	476	505	486	508	563	514	570	558	554	595	532	534	522	544	576	492
6-8 Subtotal	1,444	1,473	1,460	1,500	1,581	1,609	1,654	1,677	1,734	1,689	1,696	1,669	1,596	1,609	1,654	1,622	1,629	1,579
9th Grade	408	467	477	489	525	475	510	567	523	571	581	565	600	537	539	527	549	582
10th Grade	400	406	473	469	473	500	472	499	556	507	576	566	558	592	530	532	520	542
11th Grade	385	364	369	396	357	310	360	317	369	381	411	461	419	414	439	393	395	385
12th Grade	372	410	363	388	372	321	283	315	338	376	379	397	442	402	397	421	378	379
9-12 Subtotal	1,565	1,647	1,682	1,742	1,727	1,606	1,625	1,698	1,786	1,835	1,947	1,989	2,019	1,945	1,905	1,873	1,842	1,888

K-12 TOTAL	5,765	5,899	5,985	6,160	6,322	6,629	6,691	6,728	6,946	6,610	6,876	6,813	6,806	6,737	6,705	6,700	6,689	6,741
	0.3%	2.3%	1.5%	2.9%	2.6%	4.9%	0.9%	0.6%	3.2%	-4.8%	4.0%	-0.9%	-0.1%	-1.0%	-0.5%	-0.1%	-0.2%	0.8%

* Enrollment Projections above reflect mid-range enrollment projections provided by Flo Analytics: January 2023.

** Kindergarteners are counted as 1/2 FTE until 2016, when kindergarten classes transitioned to full day programming.

*** The district experienced large increases in Running Start enrollment for grades 11-12 recently. It is still too early to determine if this is a trend or an anomaly based on current circumstances (construction, high school schedule, etc.) Future enrollment will continue to be monitored and projections may be adjusted in subsequent updates to the Capital Facilities Plan.

Section 6. Six-Year Planning and Construction Plan

The District plans to use the following strategies in order to address future needs districtwide:

- Planning and construction of new elementary school capacity;
- Use of additional portables to provide housing of students not provided for under other strategies;
- Acquisition of land needed for expansion of transportation facility needs related to growth.

In the fall of 2014, the Board adopted a 2015 bond proposition to construct a newly expanded Mount Si High School with modernization of certain existing components, as well as a new, sixth elementary school. The bond proposition was passed by the voters in February 2015.

The expanded and modernized Mount Si High School, completed in 2021, facilitated the relocation of the freshman campus onto the main high school campus, which in turn created needed middle school capacity by converting the current Freshman Campus back to a middle school (Snoqualmie Middle School).

The 2015 voter-approved proposition also included funds to construct a new Elementary School #6. The construction of Timber Ridge Elementary, completed in 2016, provided initial capacity at all elementary schools to implement full day kindergarten, reduce K-3 class sizes and provide for enrollment growth, as all District elementary schools underwent a re-boundary process in preparation for the opening of Timber Ridge.

Despite the addition of Timber Ridge and recent additions of portable classrooms, the significant reductions in K-3 class sizes have resulted in most elementary schools operating at capacity. Future enrollment growth, when combined with reduced class sizes, will require additional future elementary school capacity. Portable classrooms may provide some short-term relief, however, many of the District's current elementary schools have reached the capacity to add more portable classrooms due to several factors, including land availability, building code restrictions, and capacity of corresponding common areas such as parking, bathrooms, specialist classrooms and building support services. As the District has more than two elementary schools of capacity in portable classroom, we anticipate future Elementary construction projects to include the reduction of portables within the District. For example, Snoqualmie, Fall City and North Bend Elementaries have approximately 50% of total capacity in portable classrooms.

In the spring of 2020, the District launched a Facilities Study Committee to begin the process of determining the appropriate solution for future elementary capacity needs, while also attempting to address the large amounts of portable classroom capacity. While still in process at the time of the development of the annual update to this plan, the committee has made a preliminary recommendation that the highest priority projects for the District should be to rebuild and expand Fall City Elementary, North Bend Elementary and Snoqualmie Middle School.

As part of the committee work, it was determined that North Bend Elementary cannot be remodeled due to its location within the floodway, which requires that the entire

building be floodproofed if improved by greater than 50% of its value. As such, any significant improvements to this building would require a new-in-lieu construction. While not in the floodway, Fall City Elementary is like North Bend Elementary in terms of being the oldest buildings in the District and having the largest relative percentage of portable classroom capacity. Rebuild and expansion projects for these two schools will add capacity for future enrollment growth, while also eliminating 29 portable classrooms from District inventory. The committee will be spending the spring/summer of 2023 gathering additional feedback and input from our community regarding this preliminary recommendation, as well as other projects evaluated and considered as part of the process; which included expansion and renovation of Opstad Elementary and the construction of a 7th elementary school. Regardless of the projects selected, future elementary capacity will need to be achieved via construction of a new facility, and this is reflected in the current six-year plan.

The committee also recommended a rebuild and expansion of Snoqualmie Middle School, via construction of a new Middle School on District property on Snoqualmie Ridge. This project would significantly improve safety and security, equity of middle school facilities, educational effectiveness of student spaces, and reduce the demand for District transportation.

Before the School Board takes action on the committee recommendation, the District will be performing further due diligence and community feedback opportunities regarding the preliminary recommendation. If the Board takes formal action that is different from the current plan, those changes will be incorporated in the next annual Capital Facilities Plan update.

The 2015 bond proposition also included consideration for the construction of a separate preschool facility that will serve the growing special education needs of the District. This facility would increase the capacity at the elementary school which currently houses the preschool program and will allow for expansion of our preschool capacity in response to overall population growth. The Board has approved the remodel and expansion of the old Two Rivers facility in North Bend for this purpose. Given floodplain considerations, the District is still in the process of planning and permitting of this new facility. Once complete, the relocation of the preschool program will create some additional capacity at Snoqualmie Elementary, which is noted in the capacity projections in this plan.

The District also needs to identify additional land for an expanded transportation facility to serve enrollment growth adequately. The District's current transportation facility is inadequate for meeting future District needs. This capacity concern has been somewhat masked by recent driver staffing shortages. However, as the District hires more drivers to meet the current student population, this need will become more relevant. In planning for the 2015 bond measure, the Board considered adding a new transportation facility to the project list. While this facility was one of the higher priorities recommended for consideration when developing the 2015 bond measure, it was not included given the overall cost of the other school construction projects. In preparation for a future bond measure to fund this need, additional land must be identified to meet likely short-term needs, as well as to develop a long-term plan more fully for a full-scale transportation facility that will support the future enrollment growth of the District.

Section 7. Six-Year Classroom Capacities: Availability/Deficit Projections

The following table summarizes the permanent and portable projected capacity to serve students during the periods of this Plan.

As demonstrated in the table, the District has continuing permanent capacity needs at the elementary school level. Some of those needs were partially addressed with the opening of Timber Ridge Elementary School. However, given the conversion to full day kindergarten and reduced elementary class sizes required by 2018, combined with current enrollment growth from new development, even after opening Timber Ridge, the District faces a need to plan for additional capacity at the K-5 level. Some of those additional capacity needs may require remediation in the short-term with portable classrooms as well as the construction of a separate preschool facility that will increase the capacity at the elementary school which currently houses the preschool program and will allow for expansion of our preschool capacity in response to overall population growth. The construction of additional permanent elementary capacity will address the longer-term capacity and educational needs of students. For purposes of this plan, we anticipate North Bend Elementary school to be rebuilt and expanded by 2028, with a similar rebuild and expansion of Fall City Elementary to be completed in 2030.

With the completion and opening of MSHS, the District has provided available capacity to serve new growth at grades 9 through 12. The expansion of Mount Si High School results in significant improvements in permanent capacity at the high school and middle school levels, with remaining capacity to serve anticipated growth over the six-year planning period.

The District is anticipated to have 24% of its districtwide classroom capacity in portable classrooms for the 2023-24 school year. At the elementary level, 37% of the anticipated classroom capacity is in portable classrooms. With the associated reduction of portable classrooms associated with the elementary capacity addition projects, the District would have 21% of its overall classroom capacity in portable classrooms in 2028.

The District will continue to work towards reducing the percentage of students housed in portable classrooms, while also monitoring the future elementary school needs.

PROJECTED CAPACITY TO HOUSE STUDENTS

Elementary School K-5

PLAN YEARS: *	2023	2024	2025	2026	2027	2028
Permanent Capacity **	2,396	2,396	2,456	2,456	2,456	2,456
New Construction: <i>Preschool, Elementary Capacity</i>	-	60	-	-	-	325
Permanent Capacity subtotal:	2,396	2,456	2,456	2,456	2,456	2,781
Projected Enrollment:	3,191	3,183	3,146	3,205	3,218	3,274
Surplus/(Deficit) of Permanent Capacity:	(795)	(727)	(690)	(749)	(762)	(493)
Portable Capacity Available:	1,377	1,377	1,377	1,377	1,377	1,419
Portable Capacity Changes (+/-):	-	-	-	-	42	(280)
Surplus/(Deficit) with Portables:	582	650	687	628	657	646

Middle School 6-8

PLAN YEARS: *	2023	2024	2025	2026	2027	2028
Permanent Capacity	1,798	1,798	1,798	1,798	1,798	1,798
	-	-	-	-	-	-
Permanent Capacity subtotal:	1,798	1,798	1,798	1,798	1,798	1,798
Projected Enrollment:	1,596	1,609	1,654	1,622	1,629	1,579
Surplus/(Deficit) of Permanent Capacity:	202	189	144	176	169	219
Portable Capacity Available:	650	650	650	650	650	650
Portable Capacity Changes (+/-):	-	-	-	-	-	-
Surplus/(Deficit) with Portables:	852	839	794	826	819	869

High School 9-12

PLAN YEARS: *	2023	2024	2025	2026	2027	2028
Permanent Capacity	2,330	2,330	2,330	2,330	2,330	2,330
	-	-	-	-	-	-
Total Capacity:	2,330	2,330	2,330	2,330	2,330	2,330
Projected Enrollment:	2,019	1,945	1,905	1,873	1,842	1,888
Surplus/(Deficit) Permanent Capacity:	311	385	425	457	488	442
Portable Capacity Available:	0	0	0	0	0	0
Portable Capacity Changes (+/-):	-	-	-	-	-	-
Surplus/(Deficit) with Portables:	311	385	425	457	488	442

K-12 TOTAL

PLAN YEARS: *	2023	2024	2025	2026	2027	2028
Total Permanent Capacity:	6,524	6,584	6,584	6,584	6,584	6,909
Total Projected Enrollment:	6,806	6,737	6,705	6,700	6,689	6,741
Surplus/(Deficit) Permanent Capacity:	(282)	(153)	(121)	(116)	(105)	168
Total Portable Capacity	2,027	2,027	2,027	2,027	2,069	1,789
Total Permanent and Portable Capacity	8,551	8,611	8,611	8,611	8,653	8,698
Surplus/(Deficit) with Portables:	1,745	1,874	1,906	1,911	1,964	1,957

* Plan Years are calendar years; projected enrollment listed above represents fall enrollment of that year.

** North Bend Elementary rebuild would provide permanent capacity of 650 students compared to current permanent capacity of 325, for a net addition of 325, as well as the ability to eliminate existing portable capacity of 280.

Section 8. Impact Fees and the Finance Plan

By law, impact fees cannot be the sole source of funding new growth capacity. The school impact fee formula ensures that new development only pays for a portion of the cost of the facilities necessitated by new development. The following impact fee calculations examine the costs of housing the students generated by each new single family dwelling unit and each new multi-family dwelling unit. These are determined using student generation factors, which indicate the number of students that each dwelling produces based on recent historical data. The student generation factor is applied to the anticipated school construction costs (construction cost only, **not** total project cost), which is intended to calculate the construction cost of providing capacity to serve each new dwelling unit during the six-year period of this Plan. The formula does not require new development to contribute the costs of providing capacity to address needs created by existing housing units.

The construction cost, as described above, is reduced by any State matching dollars anticipated to be awarded to the District, and the present value of future tax payments related to the debt service on school construction bonds. This adjusted construction cost quantifies the cost of additional capacity per new residence during the six-year period of this Plan.

In accordance with the regulations of King County and the cities of Sammamish, Snoqualmie and North Bend, the local community must share 50% of each cost per new residence. As such, the final impact fee proposed by the District to its respective municipalities for collection reflects this additional required reduction to the cost per new residence.

The impact of these factors renders impact fees charged and collected insufficient to fully fund school construction projects. Local support via bonds will constitute most of the funding required to construct new facilities.

It may be of interest to the reader, especially those in our communities, that the District qualified for State matching dollars for both the Timber Ridge Elementary and Mount Si High School projects. The amounts awarded via 'State Match' are determined at the State level and represented approximately 11% of the total expected costs of both projects - essentially covering the sales tax that school projects are required to charge on publicly funded projects. So, like impact fees, State Match dollars will typically only make minor contributions towards actual construction project costs.

The finance plan below demonstrates how the Snoqualmie Valley School District plans to finance improvements for the years 2023 through 2028. The financing components include secured funding (via the approved 2015 bond proposition) for the preschool facility but will also require additional bonds to be approved. The District currently owns undeveloped land in both Snoqualmie and North Bend, either of which could be used for additional school capacity projects. The District must also plan for additional land and facilities to meet identified transportation facility needs. Future updates to this Plan will include updated information regarding these capacity-related projects and their associated construction costs.

2023 FINANCING PLAN

Facility:	Estimated Cost	Unsecured Source of Funds:			Secured Source of Funds:			
		Bonds/Local	State Match*	Impact Fees	Bonds	State Match	Impact Fees	Other Sources
Preschool	\$5,000,000	\$0	\$0	\$150,000	\$4,700,000	\$0	\$150,000	\$0
Elementary School Construction	\$94,300,000	\$89,300,000	\$3,000,000	\$2,000,000	\$0	\$0	\$0	\$0
Portable Classrooms - ES	\$670,000	\$0	\$0	\$495,000	\$0	\$0	\$175,000	\$0
Land Acquisition/Development - Transportation Facility Expansion	\$6,000,000	TBD	\$0	\$0	\$0	\$0	\$0	\$0

* Listed here are estimated total project costs as adjusted for cost escalation through anticipated bid year.

Please note that only construction cost (not total anticipated project cost) is used in the calculation of school impact fees. Those are estimated as follows:

Added Elementary School Capacity: Estimated total project cost = \$94,300,000 Estimated cost of construction = \$74,800,000

For the purposes of this Plan's construction costs, the District is using actual costs for recent portable acquisitions. The estimated cost for the elementary capacity project is based off cost estimates prepared by NAC Architecture, using costs based on recent elementary construction bid awards, and estimated cost inflation through the midpoint of the planned project. Other projects' costs have been estimated internally based on market rates and preliminary design work in progress.

The District has also updated State match availability estimates from OSPI. A district can be eligible for potential State matching funds for 1) new construction, and 2) modernization/new-in-lieu construction. Matching funds are calculated using grade level capacity grouped into two categories: grades K-8 and grades 9-12.

For K-8 facilities, the District would currently qualify for state matching funds for some new construction and modernization. Even with the equivalent of two elementary schools in portable classrooms, the District only qualifies for state match funding for approximately half of the square footage of a new elementary school. Modernization funding is specific to individual buildings. Based on the estimates provided by OSPI, the combined state matching funds for modernization and new construction would only cover between 4% and 11 % of construction costs, for North Bend Elementary and Fall City Elementary, respectively.

We are hopeful that in the coming years, the State will address this obvious deficiency in the adequacy of state funding for facilities.

Appendix A: Single Family Residence Impact Fee Calculation

Site Aquisition Cost Per Residence

Formula: ((Acres x Cost per Acre) / Facility Size) x Student Factor

	Site Size	Cost / Acre	Facility Size	Student Factor	
Elementary	15	\$0	n/a	0.2860	\$0.00
Middle	25	\$0	n/a	0.1190	\$0.00
High	40	\$0	n/a	0.1300	\$0.00
A----->					\$0.00

Permanent Facility Construction Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Permanent/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$74,800,000	650	0.2860	0.8541	\$28,110.14
Middle	\$0	0	0.1190	0.9013	\$0.00
High	\$0	0	0.1300	1.0000	\$0.00
B----->					\$28,110.14

Temporary Facilities Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Temporary/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$335,000	20	0.2860	0.1459	\$698.93
Middle	\$0	27	0.1190	0.0987	\$0.00
High	\$0	28	0.1300	0.0000	\$0.00
C----->					\$698.93

State Match Credit Per Residence (if applicable)

Formula: Current Construction Cost Allocation x SPI Footage x District Match x Student Factor

	CCCA	SPI Footage	District Match	Student Factor	
Elementary	\$246.83	90	4.00%	0.2860	\$254.14
Middle	\$246.83	117	n/a	0.1190	n/a
High	\$246.83	130	n/a	0.1300	n/a
D----->					\$254.14

Tax Credit Per Residence

Average Residential Assessed Value	\$1,090,100	
Current Debt Service Tax Rate	<u>\$1.1178</u>	
Annual Tax Payment	\$1,218.51	
Bond Buyer Index Annual Interest Rate	3.58%	
Discount Period (Years Amortized)	10	
	TC----->	\$10,093.16

Fee Per Residence Recap:

Site Acquisition Cost	\$0.00
Permanent Facility Cost	\$28,110.14
Temporary Facility Cost	\$698.93
Subtotal	\$28,809.07
State Match Credit	(\$254.14)
Tax Payment Credit	(\$10,093.16)
Subtotal	\$18,461.77
50% Local Share	(\$9,230.89)
Impact Fee, net of Local Share	\$9,230.89

Appendix A: Multi-Family Residence Impact Fee Calculation

Site Acquisition Cost Per Residence

Formula: $((\text{Acres} \times \text{Cost per Acre}) / \text{Facility Size}) \times \text{Student Factor}$

	Site Size	Cost / Acre	Facility Size	Student Factor	
Elementary	15	\$0	n/a	0.1600	\$0.00
Middle	25	\$0	n/a	0.0560	\$0.00
High	40	\$0	n/a	0.0640	\$0.00
A----->					\$0.00

Permanent Facility Construction Cost Per Residence

Formula: $((\text{Facility Cost} / \text{Facility Capacity}) \times \text{Student Factor}) \times (\text{Permanent} / \text{Total Footage Ratio})$

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$74,800,000	650	0.1600	0.8541	\$15,726.52
Middle	\$0	0	0.0560	0.9013	\$0.00
High	\$0	0	0.0640	1.0000	\$0.00
B----->					\$15,726.52

Temporary Facilities Cost Per Residence

Formula: $((\text{Facility Cost} / \text{Facility Capacity}) \times \text{Student Factor}) \times (\text{Temporary} / \text{Total Footage Ratio})$

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$335,000	20	0.1600	0.1459	\$391.01
Middle	\$0	27	0.0560	0.0987	\$0.00
High	\$0	28	0.0640	0.0000	\$0.00
C----->					\$391.01

State Match Credit Per Residence (if applicable)

Formula: $\text{Current Construction Cost Allocation} \times \text{SPI Footage} \times \text{District Match} \times \text{Student Factor}$

	CCCA	SPI Footage	District Match %	Student Factor	
Elementary	\$246.83	90	4.00 %	0.1600	\$142.17
Middle	\$246.83	117	n/a	0.0560	n/a
High	\$246.83	130	n/a	0.0640	n/a
D----->					\$142.17

Tax Credit Per Residence

Average Residential Assessed Value	\$344,792	
Current Debt Service Tax Rate	<u>\$1.1178</u>	
Annual Tax Payment	\$385.41	
Bond Buyer Index Annual Interest Rate	3.58%	
Discount Period (Years Amortized)	10	
	TC----->	\$3,192.41

Fee Per Residence Recap:

Site Acquisition Cost	\$0.00
Permanent Facility Cost	\$15,726.52
Temporary Facility Cost	\$391.01
Subtotal	\$16,117.53
State Match Credit	(\$142.17)
Tax Payment Credit	(\$3,192.41)
Subtotal	\$12,782.95
50 % Local Share	(\$6,391.47)
Impact Fee, net of Local Share	\$6,391.47

Appendix B: Composite Student Generation Factors

Single Family Dwelling Units:

	Auburn	Federal Way	Issaquah	Lake Washington	Northshore	Average [^]
Elementary	0.303	0.171	0.316	0.317	0.324	0.286
Middle	0.133	0.068	0.138	0.140	0.118	0.119
High	0.151	0.096	0.135	0.147	0.120	0.130
Total	0.587	0.335	0.589	0.604	0.562	0.535

Multi-Family Dwelling Units:

	Auburn	Federal Way*	Issaquah	Lake Washington	Northshore	Average [^]
Elementary	0.440	0.710	0.089	0.039	0.071	0.160
Middle	0.150	0.367	0.029	0.016	0.027	0.056
High	0.172	0.367	0.029	0.022	0.034	0.064
Total	0.762	1.444	0.147	0.077	0.132	0.280

**For purposes of the MF student generation rates, the FWSD figures are for information only and not used to calculate the MF average.*

[^]Figures are rounded.

Note: The above student generation rates represent unweighted averages, based on King County school districts that measure student generation rates. Average rates were used for the purpose of calculating the impact fees in Appendix A.

Ordinance No. 10162, Section R. Page 5: lines 30 thru 35 & Page 6: line 1:

“Student factors shall be based on district records on average actual student generation rates for new developments constructed over a period of not more than five (5) years prior to the date of the fee calculation: provided that, if such information is not available in the district, data from adjacent districts, districts with similar demographics, or county wide averages may be used.”

For the first time ever, the District also analyzed student generation rates within Snoqualmie Valley this year, and found the following rates:

2022–23 District K–12 Students per Housing Unit Built 2017–2021

Housing Type	Housing Units	K–5 Students	6–8 Students	9–12 Students	K–5	6–8	9–12	K–12 Total
Single-family	753	204	67	71	0.271	0.089	0.094	0.454
Multifamily ¹	306	91	39	47	0.297	0.127	0.154	0.578

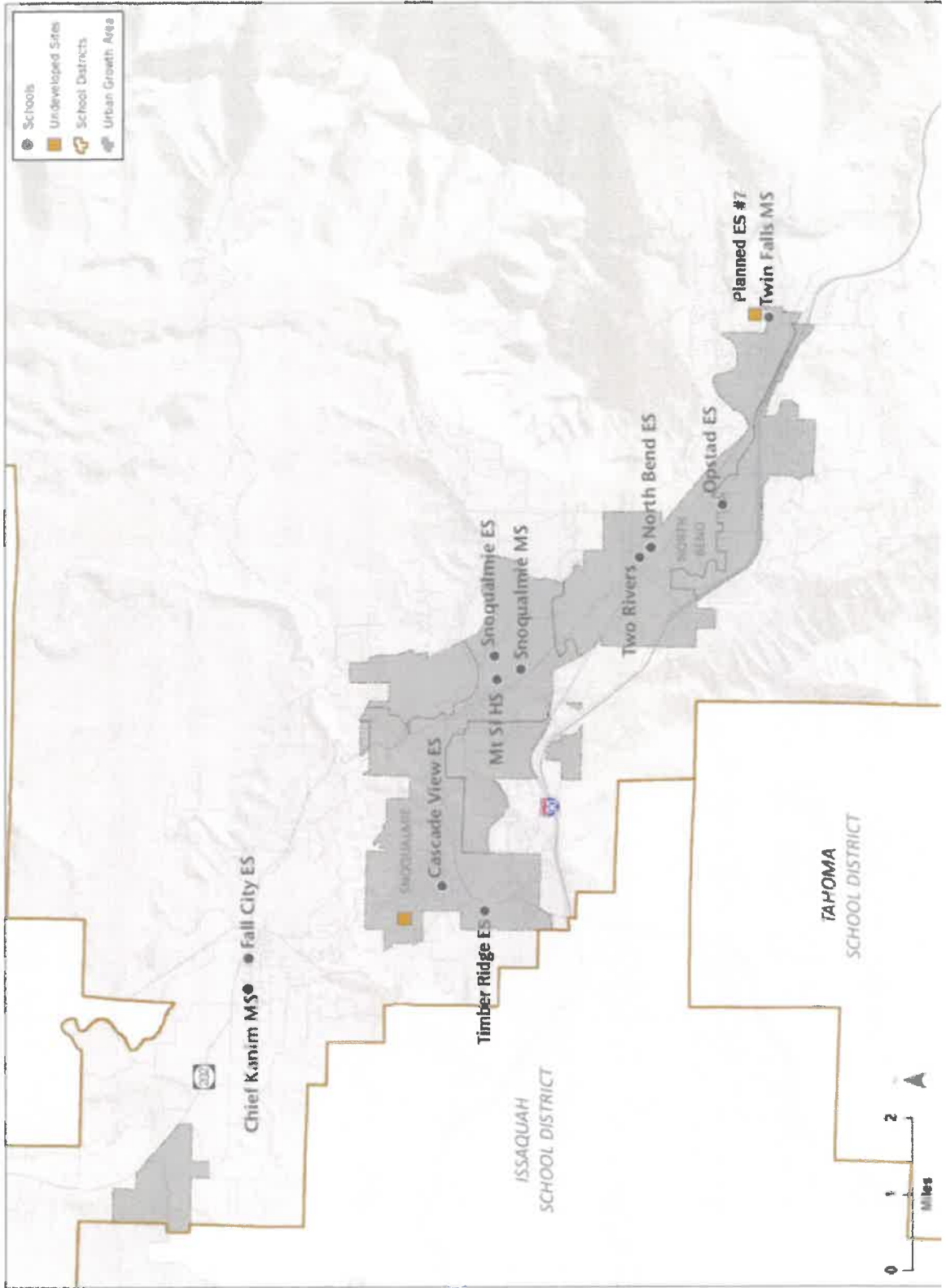
Table 1 sources: Snoqualmie Valley School District October 2022 Student Information System enrollment, King County GIS parcel areas, and King County Department of Assessments residential building, apartment complex, and condo complex data with year built 2017–2021. Analysis conducted by FLO Analytics.

1. Multifamily includes apartments, condominiums, duplexes, triplexes, 4-plexes, and townhomes.

The above multi-family rate was determined from four separate developments constructed in the measurement period. Of those, two multi-family developments had student generation rates higher than the single family rate. While one of those was an affordable housing complex, it is interesting to note that a market-rate development had nearly similar student generation. Multi-family developments can vary widely and the number of students generated depends on the nature of the developments, including affordability, number of bedrooms, and even proximity to local schools. The District has chosen to use the King County averages for the purpose of calculating the 2023 Impact Fees but will likely revisit this analysis in the next update to the CFP.

The District also notes that local cities and jurisdictions are currently updating their comprehensive plans to be able to provide housing for their proportional share of future expected housing needs in King County. Given constraints on developable land, potential changes to zoning, density and annexation might also impact the student generation outlook in future updates to the CFP, as well as capital facilities to house future additional students.

Schools and Undeveloped Sites in Snoqualmie Valley School District





BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

AB23-141
November 27, 2023
Ordinance

Item 13.

AGENDA BILL INFORMATION

TITLE:	2024 Utility Fiscal Health and Rate Study Adjustment	<input type="checkbox"/> Discussion Only
PROPOSED ACTION:	Update Utility Rates for 2024	<input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

REVIEW:	Department Director	Jeff Hamlin	11/22/2023
	Finance	Janna Walker	11/22/2023
	Legal	David Linehan	Click or tap to enter a date.
	City Administrator	Mike Chambless	Click or tap to enter a date.

DEPARTMENT:	Parks & Public Works		
	STAFF: Dylan Gamble, CIP Manager		
	COMMITTEE: Finance & Administration		COMMITTEE DATE: November 21, 2023
	EXHIBITS: 1. Ordinance 1284 2. Snoqualmie 2024 Fiscal Health Review		

AMOUNT OF EXPENDITURE	\$ n/a
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUESTED	\$ n/a

SUMMARY

INTRODUCTION

Review and recommend action based on utility rate increases for 2024 based on a 2024 Fiscal Health Utility Rates review by FCS Group.

LEGISLATIVE HISTORY

In June of 2020, City of Snoqualmie Council approved an agreement with Financial Consulting Solutions (FCS) Group to conduct a Utility Rate Study and General Facilities Charges Update for the City's combined utility. Since the adoption of Ordinance 1248, the product of the 2021 Rate study effort, the City has maintained the Utility Rates increases accordingly.

BACKGROUND

FCS Group, in collaboration with the Administration, has worked to define the overall revenue needs of the combined utility, evaluate the cost to provide service to each customer class, determine the one-time charge

imposed on new development as a condition of service, and develop rates reflecting the fiscal sustainability and equity goals of Council. Council requested a review and recommendation to reduce the negative budgetary impacts of increased inflation to capital projects since the 2021 Utility Rate Study.

ANALYSIS

A 2024 updated fiscal health report will present several alternative funding strategies and rates for Committee/Council Review.

NEXT STEPS

Following any decision made as part of the 2024 fiscal health review and utility rate study, staff will begin work on the 2025-2030 Utility Rate Study. This document and process will be a complete review of the utility rates maintained by the City's Utilities.

PROPOSED ACTION**Direction Needed:**

- **Hold Utility rate changes to the existing Utility Rate Study Amounts for each utility**
- **Increase Utility rates to recommended amounts as shown in Ordinance 1248**

ORDINANCE NO. 1284**AN ORDINANCE OF THE CITY OF SNOQUALMIE, WASHINGTON, ESTABLISHING RATES AND GENERAL FACILITIES CHARGES FOR THE CITY'S COMBINED UTILITY FOR THE YEARS 2021 THROUGH 2026, AMENDING SNOQUALMIE MUNICIPAL CODE SECTIONS 13.04.384, 13.08.010, 13.08.090, 13.10.045, 13.12.010, 13.12.038, 13.12.040(G); AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE**

WHEREAS, the City of Snoqualmie operates a combined water, wastewater and stormwater utility pursuant to RCW 35A.80.010 and Chapters 35.67 and 35.92 RCW; and

WHEREAS, water, sewer, and storm water services provided by the combined utility of the City of Snoqualmie are critical to the health and welfare of the citizens of the City; and

WHEREAS, the City produces Class A reclaimed water as a by-product of its wastewater treatment process and delivers it to a reservoir (Eagle Lake) for use by the City's bulk rate customers; and

WHEREAS, pursuant to the Growth Management Act, Ch. 36.70A RCW, the City has adopted a GMA Comprehensive Plan, entitled Snoqualmie 2032, which describes the city that residents wish to leave to future generations, expresses goals and policies to guide that vision, provides a generalized land use plan for the city and its urban growth area providing for the existing population as well as the population and employment growth anticipated to occur through the year 2032, establishes the foundation for implementing programs and regulations, and provides a guide for city budgeting; and

WHEREAS, as required by law, Snoqualmie 2032 also includes a Capital Facilities and Utilities Elements, which (a) identify the general location, proposed location, and capacity of the City's existing and proposed water, sewer and stormwater utility facilities; (b) set forth a forecast of the future needs for such capital facilities; (c) show the proposed locations and capacities of expanded or new capital facilities; (d) provide at least a six-year plan that will finance such

capital facilities within projected funding capacities; and

WHEREAS, in addition to the utility planning set forth in Snoqualmie 2032, the City is updating its General Sewer Plan, Water System Plan and Stormwater Management Plan, which among other things itemize and describe those capital improvements to the City's sewer, water and stormwater infrastructure that are necessary to maintain the City's combined utility system and provide sufficient capacity to serve the population and employment growth anticipated in the City's GMA Comprehensive Plan; and

WHEREAS, the City's 2023-2028 Capital Improvement Plan ("CIP") constitutes the six-year plan called for by the GMA's Capital Facilities Element requirements; and

WHEREAS, the City is authorized by RCW 35A.80.010, RCW 35.67.020 and RCW 35.92.020 to fix, alter, regulate, maintain and control the rates and charges for services and facilities provided by its utilities; and

WHEREAS, the City monitors revenues and expenditures periodically to ensure that revenues exceed expenditures, and to determine whether additional adjustments to utility rates are required in order to that revenues will continue to exceed expenditures; and

WHEREAS, rate and charge adjustments are necessary from time to time to ensure that sufficient revenue exists to properly maintain the City's combined utility and provide adequate services to customers of the combined utility; and

WHEREAS, a 2024 fiscal utility health review was conducted by Financial Consulting Solutions (FCS) Group that developed proposed rates and general facilities charges for each utility for the period from 2024 through 2026; and

WHEREAS, the 2024 fiscal health review concluded that water, sewer and stormwater rate and charge increases in the amounts set forth herein are required in order to pay the ongoing costs of operating and maintaining the City's combined utility and to pay the capital

costs of those necessary improvements to the City's water, sewer and stormwater infrastructure set forth in the City's adopted 2023-2028 CIP; and

WHEREAS, a duly noticed public hearing was held on December 11, 2023, regarding the rates and charges established herein; and

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

Section 1. Section 13.08.010 Amended. Section 13.08.010 of the Snoqualmie Municipal Code is hereby amended and adopted to read as follows:

13.08.010 Residential Rates and charges.

The following monthly sewer rates and charges are hereby imposed on residential and multifamily customers:

- A. Residential: This customer class includes each separately metered single-family residence, trailer or mobile home in a trailer court or mobile home park, and each separately metered townhome or duplex residential unit.

Residential Rate	2021	2022	2023	2024	2025	2026
	\$78.99	\$80.57	\$82.16	\$83.76 <u>\$84.62</u>	\$85.37	\$86.99

- B. Multifamily: This customer class includes apartment, condominium, multiplex, and duplex structures that are served by a single, master water meter rather than individual residential unit meters.

Multifamily Rate	2021	2022	2023	2024	2025	2026
	\$62.87	<u>\$62.13</u>	<u>\$61.35</u>	\$60.53 <u>\$63.19</u>	<u>\$59.67</u>	<u>\$58.76</u>

- C. Rates for residential sewer service outside the corporate limits shall be 1.5 times the rates within the City limits.
- D. A “low-income residential customer” means an individual:
1. Who owns or rents and resides in the residence where the discounted rate(s) are being requested;
 2. Whose residence has a separate water meter;
 3. Whose total household annual income meets the U.S. Department of Housing and Urban Development, Income Limits for Very Low Income in King County, Washington.
Household annual income shall include income of a spouse or any co-resident(s), where “annual income” is defined as Adjusted Gross Income as indicated in the most recent Federal Income Tax return. In the absence of a Federal Income Tax return, the Finance Director may consider other documentation of household annual income; and
 4. Who is not nor is any other adult member of the household claimed as a dependent on another federal income tax return; and
 5. Who is named customer on the City’s utility bill or can prove that he or she is the named tenant in a lease or rental agreement for that residence.
- E. The Finance Director shall create an application form and a renewal form for residential customers requesting the low-income residential customer discount.
1. Applications shall be available at City Hall or mailed to any City customer upon request.
 2. The low-income residential customer seeking the low-income discount must complete an application renewal form annually in order to continue receiving the low-income residential customer discount.
 3. A notice of renewal of application will be mailed annually by the City to low-income residential customers then receiving the discount. The completed renewal application

form and required attachments must be returned to the City within 30 days or the discount will no longer apply.

4. Discounts will commence on the next subsequent billing date following application.
 5. A low-income residential customer who applied for and received the discount in the prior year, but who has failed to submit the renewal form within the required 30 days and whose low-income customer discount was discontinued as a result, may request a one-time only retroactive application of the low-income discount for not more than 2 billing cycles or two months.
 6. A low-income residential customer is not eligible for the low-income discount if his or her annual water consumption is in excess of 100 cubic feet (ccf) per year on a calendar year basis. An applicant may appeal the criteria to the Finance Director and must provide a convincing justification for the excess usage.
- F. The sewer bill for a low-income residential customer whose application is determined by the Finance Director to meet the criteria of subsections D and E above will be discounted by 30 percent.

Section 2. Section 13.08.090 Amended. Section 13.08.090 of the Snoqualmie Municipal Code is hereby amended and adopted to read as follows:

13.08.090 Commercial Base and Volume Rate Structure

- A. The following monthly sewer rates and charges are hereby imposed on the commercial and industrial customer classifications. This customer class includes without limitation hotels, restaurants, schools, hospitals, churches, lodges, intermittently used buildings, government uses, potable irrigation, and commercial or industrial uses. This customer class includes all business/industrial types identified in section **13.08.080** as well as emerging business or industrial types of the City may classify in the future to protect the sewerage system and

prevent cost of service inequities.

Commercial Rate	2021	2022	2023	2024	2025	2026
Base monthly unit charge, for water consumption up to 600 cubic feet						
Low Commercial	\$97.92	\$99.88	\$101.85	\$103.84 \$104.91	\$105.83	\$107.84
High Commercial	\$121.72	\$126.19	\$130.78	\$129.07 \$134.70	\$140.31	\$145.20
Volume charge, for each additional 100 cubic feet or portion thereof (above 600 cubic feet)						
Low Commercial	\$7.09	\$7.23	\$7.37	\$7.51 \$7.59	\$7.65	\$7.80
High Commercial	\$9.64	\$9.99	\$10.35	\$10.22 \$10.66	\$11.11	\$11.50

- B. For commercial customers, the base monthly unit charge will be added to an estimated volumetric charge for the water used at the premises, based upon the average usage for the corresponding month of the preceding year, averaged over a three-month period including the preceding and following month. In the event there is no prior history for the preceding year, the charge shall be based upon the average water usage for the month for all customers of the municipal water supply system in the same service class.

Section 3. Section 13.12.010 Amended. Section 13.12.010 of the Snoqualmie

Municipal Code is hereby amended and adopted to read as follows:

13.12.10 Rates and charges.

The following rates and charges for all water are hereby imposed:

- A. Each ratepayer shall pay for water service based on the applicable meter size. Rates for water service shall consist of a monthly base service charge based on rate classification, plus a volume charge also based on rate class.

B. Residential: This customer class includes each separately metered single-family residence, trailer or mobile home in a trailer court or mobile home park, and each separately metered residential unit in a townhome or duplex.

1. The base (minimum) service, according to meter size and location within or without the corporate limits of the city, for all residential water classifications, other than Class A reclaimed water, shall be as follows:

Base charge (Meter Size)	2021	2022	2023	2024	2025	2026
3/4"	\$34.36	\$35.63	\$36.95	\$38.32 <u>\$39.17</u>	\$39.74	\$41.21
1"	\$43.14	\$44.74	\$46.40	\$48.12 <u>\$49.18</u>	\$49.90	\$51.75
1-1/2"	\$71.50	\$74.15	\$76.89	\$79.73 <u>\$81.50</u>	\$82.68	\$85.74
2"	\$119.30	\$123.71	\$128.29	\$133.04 <u>\$135.99</u>	\$137.96	\$143.06
3"	\$179.13	\$185.76	\$192.63	\$199.76 <u>\$204.19</u>	\$207.15	\$214.81
4"	\$238.81	\$247.65	\$256.81	\$266.31 <u>\$272.22</u>	\$276.16	\$286.38
6"	\$357.98	\$371.23	\$384.97	\$399.21 <u>\$408.07</u>	\$413.98	\$429.30
8"	\$477.35	\$495.01	\$513.33	\$532.32 <u>\$544.13</u>	\$552.02	\$572.44

2. The following residential volume consumption rates are imposed for each 100 cubic feet (CCF) of usage for all water other than Class A reclaimed water according to location within or outside the corporate limits of the city:

Consumption Rate (per 100 cubic feet)	2021	2022	2023	2024	2025	2026
0-300 cf	\$2.26	\$2.34	\$2.43	\$2.52 \$2.58	\$2.61	\$2.71
301-800 cf	\$3.80	\$3.94	\$4.09	\$4.24 \$4.34	\$4.40	\$4.56
Over 801 cf	\$4.75	\$4.93	\$5.11	\$5.30 \$5.42	\$5.50	\$5.70

3. Rates for outside City residential customers shall be 1.5 times the inside the City rates for the base charge and the consumption rates.

C. Multifamily: This customer class includes apartment, condominium, multiplex, and duplex structures that are served by a single, master water meter rather than individual unit meters.

1. The base (minimum) service for each multifamily unit connected to the single master water meter other than Class A reclaimed water shall be as follows:

Base Charge	2021	2022	2023	2024	2025	2026
Per unit	\$30.16	\$29.80	\$29.42	\$29.42	\$29.03 \$31.19	\$28.18

2. The following multifamily volume consumption rates are imposed for each 100 cubic feet (CCF) of usage for all water other than Class A reclaimed water according to location within or outside the corporate limits of the city:

Volume Rate	2021	2022	2023	2024	2025	2026
Per 100 cf	\$2.70	\$2.67	\$2.64	\$2.60 \$2.80	\$2.56	\$2.52

3. Rates for outside City multifamily customers shall be 1.5 times the inside the City rates for the base charge and the consumption rates.

D. Commercial: This customer class includes without limitation hotels, schools, hospitals, churches, lodges, intermittently used buildings, government uses, and commercial or industrial uses.

1. The base (minimum) service, according to meter size and location within or outside the corporate limits of the City, for all commercial_water classifications, other than Class A reclaimed water shall be as follows:

Meter Size	2021	2022	2023	2024	2025	2026
3/4"	\$41.56	\$43.66	\$45.80	\$46.34 <u>\$48.55</u>	\$50.16	\$52.38
1"	\$52.17	\$54.81	\$57.49	\$58.18 <u>\$60.94</u>	\$62.96	\$65.74
1-1/2"	\$86.46	\$90.84	\$95.28	\$96.42 <u>\$101.00</u>	\$104.35	\$108.96
2"	\$144.25	\$151.56	\$158.97	\$160.88 <u>\$168.51</u>	\$174.10	\$181.80
3"	\$216.59	\$227.55	\$238.68	\$241.53 <u>\$253.00</u>	\$261.40	\$272.96
4"	\$288.76	\$303.38	\$318.22	\$322.01 <u>\$337.31</u>	\$348.51	\$363.92
6"	\$432.86	\$454.76	\$477.01	\$482.70 <u>\$505.63</u>	\$522.42	\$545.52
8"	\$577.18	\$606.40	\$636.06	\$643.66 <u>\$674.22</u>	\$696.60	\$727.41

2. The following commercial volume rates are imposed for each 100 cubic feet of usage for all water other than Class A reclaimed water according to location within or without the corporate limits of the city:

Volume charge	2021	2022	2023	2024	2025	2026
Per 100 cf	\$3.49	\$3.67	\$3.85	\$3.89 \$4.08	\$4.21	\$4.40

3. Rates for outside City commercial customers shall be 1.5 times the inside the City rates for the base charge and the consumption rates.

Section 4. Section 13.10.050 Amended. Section 13.10.050 of the Snoqualmie

Municipal Code is hereby amended and adopted to read as follows:

13.10.050 Rates and charges.

The following monthly stormwater rates and charges are hereby imposed:

- A. Except as provided in subsection B of this section, the following monthly storm water rates per equivalent service unit (ESU) are hereby imposed for all developed properties within the corporate limits of the city:

Rate	2021	2022	2023	2024	2025	2026
Per ESU	\$24.12	\$25.35	\$26.64	\$28.00 \$28.57	\$29.43	\$30.93

PASSED by the Council of the City of Snoqualmie, Washington at a regular meeting thereof and **APPROVED** by the Mayor of the City of Snoqualmie on this 11th day of December 2023.

Katherine Ross, Mayor

ATTEST:

APPROVED AS TO FORM:

Deana Dean, City Clerk

David Linehan, Interim City Attorney



2024 Utilities Fiscal Health Review

Item 13.

Presented by
Sergey Tarasov, Principal
Paul Quinn, Project Manager

November 27, 2023

Presentation Overview

- **Overview of the rate setting process**
- **Background**
- **Summary of findings**
 - » Sewer
 - » Water
 - » Stormwater
- **Recommendations / Questions / discussion**
- **Next steps**



Overview of the Rate Setting Process

Fiscal Policies – Set the Management Foundation

Step 1:
Revenue Requirement
(defining overall needs)

Revenue

Debt

Reserves

O&M

Capital

Step 2:
Cost of Service
(equity evaluation)

Define Customer Classes

Allocate Costs

Step 3:
Design Rates
(collect target revenue)

Fixed Charge

Variable Charge

Background

Item 13.

- **Previous study completed in 2020-2021**

- » Revenue requirement: resulted in a multi-year rate plan for each utility

Utility	2021	2022	2023	2024	2025	2026
Water	0.0%	3.70%	3.70%	3.70%	3.70%	3.70%
Sewer	0.0%	2.00%	1.97%	1.95%	1.92%	1.90%
Stormwater	0.0%	5.10%	5.10%	5.10%	5.10%	5.10%

Note : No increases in 2021 to assist with the impacts from the global pandemic.

- » Cost of service: interclass differences identified for water & sewer
 - Results of $\pm 5.0\%$ to 10.0% of average are within range of reasonableness

Water	2021 COSA
Residential	-1.03%
Multi Family	-43.28%
Commercial	6.33%
Retail Irrigation	63.48%
System Average	0.00%

Sewer	2021 COSA
Residential	-17.50%
Multi Family	-25.29%
Commercial Low	-0.46%
Commercial High	82.65%
Reclaimed Water	31.43%
System Average	0.00%

Background (continued)

Item 13.

- A gradual multi-year phase-in was developed, targeting approximately 40% progress by 2026 for non-residential classes combined

Water	2022	2023	2024	2025	2026
Residential	3.70%	3.70%	3.70%	3.70%	3.70%
Multi Family	-1.18%	-1.26%	-1.34%	-1.43%	-1.52%
Commercial	5.06%	4.89%	4.73%	4.57%	4.42%
Retail Irrigation	7.50%	7.50%	7.50%	7.50%	7.50%
System Average	3.70%	3.70%	3.70%	3.70%	3.70%

Sewer	2022	2023	2024	2025	2026
Residential	2.00%	1.97%	1.95%	1.92%	1.90%
Multi Family	-1.18%	-1.26%	-1.34%	-1.43%	-1.52%
Commercial Low	2.00%	1.97%	1.95%	1.92%	1.90%
Commercial High	3.67%	3.64%	3.63%	3.53%	3.49%
Reclaimed Water	3.00%	3.00%	3.00%	3.00%	3.00%
System Average	2.00%	1.97%	1.95%	1.92%	1.90%

- Selected alternative targeted
 - System average increase for residential
 - No increases for combined average bills for multi family
 - Non-residential made up the difference, not to exceed 8% impact

Class	Average Customer Impact by Class (All Utilities)				
	2022	2023	2024	2025	2026
Residential	3.07%	3.07%	3.07%	3.07%	3.07%
Multi Family	0.00%	0.00%	0.00%	0.00%	0.00%
Commercial Low	3.64%	3.60%	3.57%	3.53%	3.50%
Commercial High	4.40%	4.36%	4.32%	4.25%	4.20%

Background (continued)

- **Rate design**
 - » No structure change evaluated; increases applied on an across-the-board basis
- **General facilities charges**
 - » Updated charges to account for the system planning capital improvement program and capacity data

Water	
Meter	GFCs
3/4"	\$ 10,465
1"	17,476
1.5"	34,847
2"	55,776
3"	104,645
4"	174,443
6"	348,782
Sewer	
	GFCs
per ERU	\$ 8,354
Storm	
	GFCs
per ESU	\$ 2,706
Total Res.	\$ 21,525

Note: charges increased with CCI thereafter.



Today's Focus

- **Significant changes have occurred since the completion of the last study**
 - » Above average inflation due to the continuing impacts of the global pandemic
- **Prior to the 2024 Comprehensive Rate Study Update the City would like to perform a fiscal health review for the adopted 2024 rate strategy**
 - » Review historical actual vs. budget performance
 - May impact upcoming rate study
 - » Intent is to confirm or adjust 2024 only
 - Utilizing the prior study models to
 - Account for unanticipated inflation for O&M and CIP
 - Update growth and GFC revenue projections
 - Update beginning fund balances
 - Keep all other components unchanged
- **Upcoming rate study will update forecast for future years**



Actual vs. Budget Review: Sewer

Rate Revenue After Increase	2020	2021	2022
Annual Budget	\$ 5,912,548	\$ 5,968,243	\$ 6,147,692
Actual Performance	5,480,578	5,803,647	5,920,532
Actual vs. Budget	\$ (431,970)	\$ (164,596)	\$ (227,160)
Actual % of Budget	93%	97%	96%

O&M Expenses	2020	2021	2022
Annual Budget	\$ 2,864,953	\$ 2,868,358	\$ 2,939,523
Actual Performance	3,004,669	2,838,118	3,036,803
Actual vs. Budget	\$ 139,716	\$ (30,240)	\$ 97,280
Actual % of Budget	105%	99%	103%

Annual CIP	2020	2021	2022	Total
Annual Budget	\$ 5,731,329	\$ 5,874,228	\$ 4,240,713	\$ 15,846,270
Actual Performance	867,845	1,163,740	1,825,379	3,856,963
Actual vs. Budget	\$ (4,863,484)	\$ (4,710,489)	\$ (2,415,334)	\$ (11,989,306)
Actual % of Budget	15%	20%	43%	24%

- **Rate revenue has come in below budget in every year**
 - » Driven by residential, casino and reclaimed revenue projection
 - » Growth appears below projections
- **O&M expenses have come in close to budget**
- **Annual CIP has been executed below budget**



2024 Sewer Projection

- **Considerations**

- » Growth has not materialized at projected levels: 1.16% - 2.50% per year
 - Impacts rate revenue and GFCs: projected \$1.8MM GFC revenue in 2023, which has not occurred
 - Future GFC projections were between \$1.9MM in 2024 to \$1.0MM thereafter
- » 2024 O&M expenses are projected at \$310k above 2020 study
 - Does not include current labor negotiations

- **Bookend for consideration before 2024 rate study**

- » Conservative option: no growth / GFC revenue
- » Optimistic option: original 2020 study growth

2024 Sewer Projection (continued)

- **Original 1.95% 2024 overall increase can be maintained**
 - » Reduced fund balances compared to 2020 rate study projections
 - » Received one-time GFC payment from Casino alleviates pressure on CIP
- **Depending on inflation, and additional budgetary impacts, greater increases may be required in 2024 (e.g., 3.00%)**



Actual vs. Budget Review: Water

Rate Revenue After Increase	2020	2021	2022
Annual Budget	\$ 4,493,808	\$ 4,424,734	\$ 4,736,953
Actual Performance	4,376,295	4,637,773	4,700,466
Actual vs. Budget	\$ (117,513)	\$ 213,039	\$ (36,487)
Actual % of Budget	97%	105%	99%

O&M Expenses	2020	2021	2022
Annual Budget	\$ 2,892,515	\$ 2,933,424	\$ 2,999,123
Actual Performance	2,742,282	2,581,206	2,554,942
Actual vs. Budget	\$ (150,233)	\$ (352,218)	\$ (444,181)
Actual % of Budget	95%	88%	85%

Annual CIP	2020	2021	2022	Total
Annual Budget	\$ 2,573,208	\$ 4,461,015	\$ 1,286,622	\$ 8,320,845
Actual Performance	1,856,512	3,062,110	997,076	5,915,698
Actual vs. Budget	\$ (716,696)	\$ (1,398,905)	\$ (289,546)	\$ (2,405,147)
Actual % of Budget	72%	69%	77%	71%

Weather Data	Study Baseline	2020	2021	2022
Cooling Degree Days	53	76	157	149
Jun-Sep Rainfall (inches)	6.57	5.24	5.04	3.15

- **Rate revenue has come in close to budget**
 - » Lower growth appears to be offset by warmer / dryer weather patterns
- **O&M expenses have come in below budget**
 - » Unfilled positions, budget vs. actual professional services
- **Annual CIP has been executed below budget**



2024 Water Projection

- **Considerations**

- » Growth has not materialized at projected levels: 1.16% - 2.50% per year
 - Impacts rate revenue and GFCs: projected \$1.3MM GFC revenue in 2023, which has not occurred
 - Future GFC projections were between \$1.4MM in 2024 to \$700k thereafter
 - 2024 O&M expenses are projected at 2020 study levels
 - Does not include current labor negotiations

- **Bookend for consideration before 2024 rate study**

- » Conservative option: no growth / GFC revenue
- » Optimistic option: original 2020 study growth

2024 Water Projection (continued)

- **Original 3.70% 2024 overall increase can be maintained**
 - » Conservative option: 2025 and thereafter may required greater than 3.70% increases and more debt than originally anticipated
 - E.g., 6.0% in 2025-2027 instead of 3.70%
 - » Optimistic option: relatively close to 2020 rate study
- **Depending on inflation, and additional budgetary impacts, greater increases may be required in 2024 (e.g., 6.00%)**



Actual vs. Budget Review: Stormwater

Rate Revenue After Increase	2020	2021	2022
Annual Budget	\$ 2,429,000	\$ 2,467,716	\$ 2,623,654
Actual Performance	2,440,297	2,549,118	2,709,664
Actual vs. Budget	\$ 11,297	\$ 81,402	\$ 86,010
Actual % of Budget	100%	103%	103%

O&M Expenses	2020	2021	2022
Annual Budget	\$ 1,244,639	\$ 1,331,978	\$ 1,364,163
Actual Performance	977,985	1,206,004	1,318,860
Actual vs. Budget	\$ (266,654)	\$ (125,974)	\$ (45,303)
Actual % of Budget	79%	91%	97%

Annual CIP	2020	2021	2022	Total
Annual Budget	\$ 2,193,452	\$ 2,003,818	\$ 2,907,488	\$ 7,104,759
Actual Performance	496,405	3,823,559	835,230	5,155,194
Actual vs. Budget	\$ (1,697,047)	\$ 1,819,741	\$ (2,072,259)	\$ (1,949,565)
Actual % of Budget	23%	191%	29%	73%

- Rate revenue has come in at or above budget
- O&M expenses have come in relatively close to budget in most recent year
 - » Primary difference in 2020 due to unfilled positions
- Annual CIP has been executed below budget except 2021



2024 Stormwater Projection

- **Considerations**

- » Revenues appear at or above projections; growth needs to be reviewed
 - GFC revenue much smaller for stormwater utility: \$82k - \$42k
 - Lower impacts on projections if below forecast
 - 2024 O&M expenses are projected \$363k above 2020 rate study
 - Does not include labor negotiations

- **Bookend for consideration before 2024 rate study**

- » Conservative option: no growth / GFC revenue
- » Optimistic option: original 2020 rate study growth

2024 Stormwater Projection (continued)

- **Original 5.10% 2024 overall increase can be maintained**
 - » Conservative option: may be very close to reserve targets in future years
 - May require more debt than 2020 rate study
 - » Optimistic option: relatively close to 2020 rate study
- **Depending on inflation, and additional budgetary impacts, greater increases may be required in 2024 (e.g., 7.25%)**



Findings & Recommendations for 2024

- **Sewer**

- » O1: maintain 1.95% overall increases - follow 2020 cost of service phase-in
- » O2: adjust all classes by 3.00% in anticipation of increased inflation

- **Water**

- » O1: maintain 3.70% overall increase - follow 2020 cost of service phase-in
- » O2: adjust all classes by 6.00% in 2024 in anticipation of increased inflation

- **Stormwater**

- » O1: maintain 5.10% overall increases for all classes of service
- » O2: adjust all classes by 7.25% in 2024 in anticipation of increased inflation

- **Future rate strategy may change based on results of the comprehensive 2024 rate study**



Findings & Recommendations for 2024

Average Residential Monthly Bill	2023 Existing	2024 Original	2024 Modified
Water (3/4", 7 ccf)	\$ 60.60	\$ 62.84	\$ 64.24
Sewer	82.16	83.76	84.62
Stormwater	26.64	28.00	28.57
Total Monthly Bill	\$ 169.40	\$ 174.60	\$ 177.43
<i>\$ Difference vs. 2023</i>		\$ 5.20	\$ 8.03
<i>% Difference vs. 2023</i>		3.07%	4.74%

Next Steps

- **Incorporate feedback / direction**
- **Second reading December 11, 2023**
- **2024 rates effective January 1, 2024**
- **Comprehensive Rate Study Update in 2024**

Thank you! Questions?

www.fcsgroup.com



BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

AB23-137
November 27, 2023
Committee Report

Item 14.

AGENDA BILL INFORMATION

TITLE:	Annual Floodplain Management and Repetitive Loss Plan	<input checked="" type="checkbox"/> Discussion Only
PROPOSED ACTION:	No action. Report only.	<input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

REVIEW:	Department Director	Emily Arteche	11/13/2023
	Finance	n/a	Click or tap to enter a date.
	Legal	n/a	Click or tap to enter a date.
	City Administrator	Mike Chambless	11/14/2023

DEPARTMENT:	Community Development		
STAFF:	Emily Arteche, AICP, Community Development Director		
COMMITTEE:	Community Development	COMMITTEE DATE: November 20, 2023	
EXHIBITS:	1. Progress Report, CRS Activity 510 2. Annual Flood Report Mailer 3. Repetitive Loss Letter		

AMOUNT OF EXPENDITURE	\$ n/a
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUESTED	\$ n/a

SUMMARY

INTRODUCTION

This is a discussion of the annual update to Snoqualmie's Floodplain Management and Repetitive Loss Plan.

LEGISLATIVE HISTORY

A Resolution (Res 377) was approved on September 13, 1993.

BACKGROUND

The Community Rating System (CRS) is a voluntary incentive program that recognizes and encourages community floodplain management practices that exceed the minimum requirements of the [National Flood Insurance Program \(NFIP\)](#). Over 1,500 communities participate nationwide. In CRS communities, like the City of Snoqualmie, flood insurance premium rates are discounted to reflect the reduced flood risk resulting from the community's efforts that address the three (3) goals of the program:

1. Reduce and avoid flood damage to insurable properties.
2. Strengthen and support the insurance aspects of the National Flood Insurance Program.
3. Foster comprehensive floodplain management.

The City must update the background information and the recommendations in its floodplain management plans and repetitive loss area analyses at least every five (5) years and in its natural floodplain functions plan(s) every ten (10) years.

Attached is an Evaluation Report, the annual Flood Report mailer and its accompanying Repetitive Loss Letter. The latter two were mailed to property owners. The Evaluation Report, titled CRS Activity 510, is a yearly progress report which lists mitigation actions and steps described within the adopted Hazard Mitigation Plan. To maintain the City's CRS credits for Activity 510, every year, the City must evaluate its progress toward implementing the projects and programs in the plan, area analyses, or natural floodplain functions plan and submit a report of that evaluation with its annual CRS recertification.

ANALYSIS

The City is currently at a Class 5, under the CRS Credit Points, Classes, and Premium Discounts. This year the City Progress Report and recertification documents were submitted on November 6, 2023, covering the period of October 15, 2022 through October 15, 2023. The annual hazard mitigation plan progress report is a requirement of the program's credit criteria. A repetitive loss community like the City of Snoqualmie that fails to submit a copy of its annual outreach project or a Category C repetitive loss community that fails to submit its annual progress report as required by Activity 510 (Floodplain Management Planning) will retrograde to a Class 10, along with a loss of CRS participation and a loss of CRS NFIP policy discounts to the residents of Snoqualmie. In addition, every five (5) years, the City's ISO/CRS Specialist will visit to determine the community's CRS class. This "cycle verification visit" will consider changes in community floodplain maps, changes in regulations, or any other changes to Snoqualmie's Floodplain Management Program. The City is preparing for this review to begin in 2024.

BUDGET IMPACTS

N/A

NEXT STEPS

The City will continue with its Repetitive Loss Area Analysis (RLAA).

PROPOSED ACTION

Presentation only. No action required.