



CITY COUNCIL ROUNDTABLE MEETING, 6:00 PM
CITY COUNCIL REGULAR MEETING, 7:00 PM
Monday, September 09, 2024
Snoqualmie City Hall, 38624 SE River Street & Zoom

MAYOR & COUNCIL MEMBERS

Mayor Katherine Ross

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

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

Join by Telephone: To listen to the meeting via telephone, please call **253.215.8782** and enter Webinar ID **813 0614 8787** and Password **1800110121** if prompted.
Press *9 to raise your hand to speak. Raising your hand signals the meeting moderator that you have a comment.
Press *6 to mute and unmute.

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

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

ROUNDTABLE AGENDA, 6 PM

CALL TO ORDER & ROLL CALL

AGENDA APPROVAL

SPECIAL BUSINESS

1. Review and Deliberation of the Mayor's Proposed 2025-2026 Biennial Budget.

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. **AB24-093:** Appointment to the Planning Commission

Proposed Action: Move to confirm the Mayor's recommendation to appoint Daniel Murphy to the Planning Commission.

Presentations

Proclamations

PUBLIC COMMENTS AND REQUESTS FOR ITEMS NOT ON THE AGENDA

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

CONSENT AGENDA

- [3.](#) Approve the City Council Meeting Minutes dated August 12, 2024.
- [4.](#) Approve the Claims Report dated September 9, 2024.

ORDINANCES

COMMITTEE REPORTS

Public Safety Committee:

- [5.](#) Fire Department 2nd Quarter 2024 Accreditation Report.

Proposed Action: Information.

Community Development Committee:

Parks & Public Works Committee:

Finance & Administration Committee:

Committee of the Whole:

REPORTS

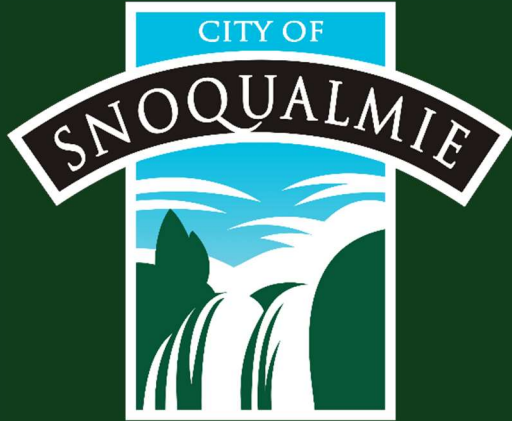
- 6. Mayor's Report
- 7. Commission/Committee Liaison Reports
- [8.](#) Department Reports for August 2024.

EXECUTIVE SESSION

- 9. 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.
- 10. Executive Session pursuant to RCW 42.30.110(1)(i)(ii) or (iii) Litigation.

ADJOURNMENT

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



City of Snoqualmie

Mayor's Proposed 2025-2026 Biennial Budget





Table of Contents

Mayor's Budget Message	3
Leadership	5
Mayor	5
City Council	5
City Officials	6
Advisory Boards & Commissions	6
Vision, Values, Mission	9
Council Priorities	10
Budget Process	11
Financial Forecast	13
2025-2026 Biennial Budget Executive Summary	14
General Fund Overview	17
General Fund Sources Summary	18
General Fund Uses Summary	21
Reserve Fund Summary	22
General Fund by Functional Classification	23
Administrative Departments	23
Police (Snoqualmie)	27
Fire & Emergency Management	29
Parks & Streets Maintenance	31
Community Development	33
Non-Departmental	35
Managerial Funds	36
Arts Activities Fund (#012)	36
North Bend Police Services Fund (#014)	37
Deposits Reimbursement Control Fund (#018)	39
School Impact Fee Fund (#020)	40
Special Revenue Funds	40
Tourism Promotion Fund (#110)	40
Drug Enforcement Fund (#118)	41
Opioid Settlement Fund (#123)	42
Affordable Housing Fund (#131)	43

Home Elevation Fund (#144)	44
Governmental Capital Funds	46
Non-Utilities Capital Fund (#310)	46
ERP Project Fund (#350)	47
Enterprise Funds	49
Water Operations Fund (#401)	51
Wastewater Operations Fund (#402)	53
Stormwater Operations Fund (#403)	56
Utilities Capital Fund (#417)	58
Internal Service Funds	60
Equipment Replacement & Repair Fund (#501)	60
Information Technology Fund (#502)	64
Facilities Maintenance Fund (#510)	66
Appendices	68
Financial Forecast Working Table	A1
Proposed Budget Ordinance Table	A2
Biennial Budget Comparison Table & Presentation	A3
Organizational Chart	A4
2025-2030 Non-Utilities Capital Improvement Plan (CIP)	A5
Financial Management Policy	A6
Department Presentations	A7
Vehicle & Equipment Replacement Schedule	A8
Glossary of Common Budget Terms	A9



Mayor's Budget Message

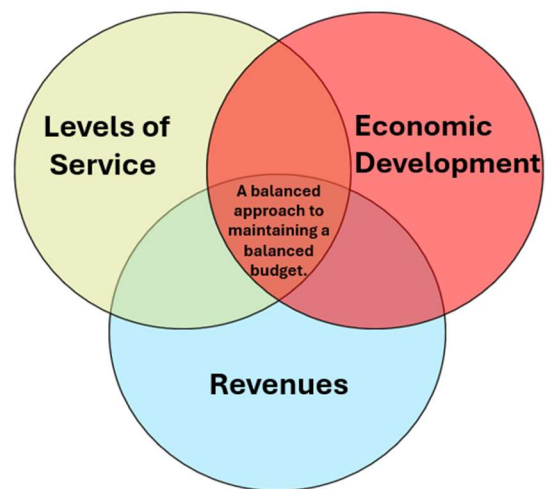
Snoqualmie City Council and Community:

I am pleased to present the City of Snoqualmie's 2025-2026 Biennial Budget which will fund the City's activities for the next two years. This proposed two-year budget totals \$154.7 million, including \$44.0 million for the General Fund, and \$59.5 million in capital investments.

My goal is for the biennial budget to accurately reflect the needs of our community, which deserves a reliable and transparent government. Over the past two years, the City faced significant challenges, including the same inflationary pressures that many families have felt, as well as shifting labor market conditions that have notably affected public safety recruitment and retention. I am thankful to everyone who has contributed to this effort, especially the City Council and the community, whose support have put us on a stable and renewed course.

Looking ahead, this budget aims to elevate the City of Snoqualmie in multiple areas: enhancing our professionalism, improving our responsiveness, fostering innovation, and ensuring fiscal sustainability, all while preserving the cherished small-town character and sense of community. You'll see evidence of this advancement throughout the city—whether it's the adoption of the 2044 Comprehensive Plan, the Police Department's blueprint for accreditation, the Fire Department's re-accreditation, or the implementation of a new Enterprise Resource Planning (ERP) system, which will transform how we conduct our business both internally and externally. None of this progress would be possible without the dedicated staff committed to making Snoqualmie one of the best places to live in our region.

To achieve these goals, the City will need to continue rebalancing its revenue sources to create a more equitable distribution between property taxes, which are paid exclusively by property owners; and sales taxes, which are paid by both residents and visitors. Many Washington cities face revenue constraints, such as the 1% cap on property tax increases, which often fail to keep pace with inflation. This leads to structural imbalances where expenses consistently surpass revenues, driving city finances into an unfavorable position. Snoqualmie has proactively addressed these challenges by seeking additional revenues when necessary, such as the public safety sales tax, optimizing service levels, and pursuing economic development opportunities. As a result of these efforts, we are proud to present a balanced 2025-2026 Biennial Budget that is fiscally responsible and positions us well for a strong financial future.



Delayed Action =

Increases the City's structural imbalance which will harm the City's ability to provide service to our residents at the levels desired.

Based on input from the community, the City Council has established key priorities that are reflected throughout the budget. These priorities, evident in the funded capital projects and supported services, include:

- Encouraging Economic Vibrancy
- Enhancing and Preserving Neighborhood Livability and Quality of Life
- Investing in Transportation and Infrastructure
- Assuring a Safe Community
- Ensuring Fiscal Transparency and Operational Stability

On July 8, 2024, the City Council approved the non-utilities portion of the Capital Improvement Plan (CIP), which includes transportation, parks, facilities, public safety and other areas. The Administration and City Council are currently finalizing the utilities portion of the CIP. This plan is designed to be financially sound, responsible, and balanced, ensuring proactive maintenance of critical infrastructure while strategically investing in improvements that will enhance the quality of life for Snoqualmie residents.

A significant and exciting strategic investment is the Community Center Expansion Project, slated for construction in 2025, contingent upon funding support from external partners such as the State of Washington and King County. This expansion, which includes an aquatics facility, will offer essential swimming and water safety skills, and enhance health and mental wellness programs for people of all ages and abilities. The expansion will alleviate overcrowding, address the demand for before and after-school programs, meeting spaces, fitness space, and fulfill the vision for Snoqualmie Ridge that began over 25 years ago.

I want to extend my sincere gratitude to the City Council for their unwavering commitment to prioritizing our community's needs. I would like to thank our city staff for their hard work and dedication throughout the budget process, which will have a lasting impact in the years ahead.

It is an honor to serve as your Mayor. I am thankful to be part of such an extraordinary community, genuine in its beauty, people, and exceptional quality of life.

Respectfully,

Mayor Katherine Ross



Leadership

Snoqualmie is a full-service City with exceptional residents, businesses, community stakeholders, and city employees. Elected officials serve in a healthy and vigorous political environment, but universally agree that Snoqualmie should welcome others while honoring the history, passion, and location that makes this place spectacular and extraordinary. Snoqualmie operates under the Mayor-Council form of government.

Mayor



The elected Mayor, **Katherine Ross**, is responsible for the day-to-day administration of the City, the implementation of Council policies, and coordination of all City activities and functions in partnership with the City Administrator and department directors. The goal is to ensure and provide the best service to the community.

The seven-member City Council establishes municipal code, citywide policies, and provides leadership for the community. The City Council is responsible for providing effective representation for its residents, determining policy, enacting ordinances and resolutions, approving contracts, and authorizing payment of all obligations incurred by the City.

City Council

Regular Meetings 7:00 pm

2nd and 4th Mondays of
each month
Snoqualmie City Hall
38624 SE River Street
Snoqualmie, WA 98065



Ethan Benson
City Council Position 1



Rob Wotton
City Council Position 2



Bryan Holloway
City Council Position 3



Louis Washington
City Council Position 4



Catherine Cotton
City Council Position 5



Cara Christensen
City Council Position 6



Jolyon Johnson
City Council Position 7

City Officials

Appointed by City Council:

City Administrator	Mike Chambless
City Attorney	Madrona Law (Interim)
Police Chief	Brian Lynch
Fire Chief	Mike Bailey
Parks & Public Works Director	Jeff Hamlin
Finance Director	Drew Bouta
Community Development Director	Emily Arteche
Information Technology Director	Fletcher Lacroix

Advisory Boards & Commissions

The people that serve on advisory boards and commissions are volunteer residents who advise the City Council in matters concerning the arts, parks, comprehensive land use and development, and in the allocation of dollars for tourism and human services.

Arts Commission

5:30 p.m., Second Monday of the Month

The Snoqualmie Arts Commission helps develop and support public programs for the arts, advises the City on permanent public art installations, and helps develop designs for City streetlight pole banners. Commission programs include classes at reduced cost, art shows in the City Hall Lobby, and developing popular events like the Plein Air Paint Out, and the Finally Friday Art and Wine Walks.

Pos. No.	Name	Term Expires
1	Steve Pennington	12/31/2025
2	Vacant	12/31/2025
3	Donna Cronk	12/31/2024
4	Vacant	12/31/2024
5	Sarah Elley	12/31/2026
6	Vacant	12/31/2026
7	YiJu Miller	12/31/2026

Civil Service Commission

5:00 p.m., First Wednesday of the Month

To ensure equitable treatment of fire and police officers by the City, the commission conducts testing for police and fire positions, conducts promotional exams, and hears appeals of disciplinary actions.

Pos. No.	Name	Term Expires
1	Chris Stephen	12/31/2026
2	Gary Bragg	12/31/2028
3	Grahame Ross	12/31/2030

Economic Development Commission

The Economic Development Commission duties include 1) preparing an economic development element for the Snoqualmie Comprehensive Plan and from time to time recommending amendments to the City Council on goals, policies, objectives, and provisions for economic growth and vitality and a high quality of life; and 2) provide such other advice and recommendations to the Mayor and City Council regarding matters affecting economic development within the city.

8:00 a.m., Third Wednesday of the Month

Pos. No.	Name	Term Expires
1	Vacant	12/31/2024
2	Kristina Hudson	12/31/2025
3	Rob McDonald	12/31/2024
4	Adrian Webb	12/31/2025
5	Nichole Pas	12/31/2024
6	Paula Shively	12/31/2025
7	Joelle Gibson	12/31/2024
*	Council Member Rob Wotton	
*	City Administrator Mike Chambless	

Parks & Events Commission

The Snoqualmie Parks & Events Commission advises the City Council regarding many aspects of city parks, recreational facilities, and programs. They also provide advice regarding any form of recreation or cultural activities held for the enjoyment and well-being of the public.

7:00 p.m., Third Monday of the Month

Pos. No.	Name	Term Expires
1	Emily Anderson	12/31/2025
2	Vacant	12/31/2026
3	Vacant	12/31/2026
4	Vacant	12/31/2026
5	Paul Sweum	12/31/2025
*	Councilmember Ethan Benson	

Planning Commission

The role of the Planning Commission is to make recommendations to the City Council, and on some issues, make decisions on land use issues such as zoning. The principal guide to making land use decisions in Snoqualmie is the Comprehensive Plan of the City and Zoning Ordinance.

7:00 p.m., First and Third Monday of the Month

Pos. No.	Name	Term Expires
1	Ashleigh Kilcup	12/31/2027
2	Steve Smith	12/31/2026
3	Andre Testman	12/31/2025
4	Darrel Lambert	12/31/2025
5	Luke Marusiak	12/31/2024
6	Vacant	12/31/2028
7	Michael Krohn	12/31/2027
*	Council Member Jolyon Johnson	

Lodging Tax Advisory Committee

The Lodging Tax Advisory Committee (LTAC) meets on an as needed basis to review applications submitted by local organizations requesting lodging tax funds for tourism projects. The LTAC Committee typically meets no less than twice per year.

Pos. No.	Name	Term Expires
1	Vacant	12/31/2024
2	Laurie Hay	12/31/2024
3	Richard Anderson	12/31/2024
4	Kelly Coughlin	12/31/2024
*	Council Member Bryan Holloway	

Human Services Advisory Committee

The City of Snoqualmie assigns a portion of its biennial budget to provide aid for residents in need. Human services are often provided directly by larger municipalities, however, the City of Snoqualmie contracts with community organizations to provide human services because the City does not employ staff with expertise in these areas.

The Human Services Advisory Committee works with staff to identify and prioritize funding needs in the community, administer the funding application process, recommend budget allocations to the City Council, and review accountability reports from human services organizations to ensure efficient use

of City funds. The Human Services Advisory Committee is different from the City's other Commissions as it is a special advisory committee to the Mayor as opposed to being a Council Commission. The Human Services Advisory Committee meets on an as needed basis.

Pos. No.	Name	Term Expires
1	Mandeep Walia	12/31/2026
2	Sara Weisel	12/31/2026
3	Jennifer Bragg	12/31/2026
*	Council Member Bryan Holloway	



Vision, Values, & Mission

— VISION —

Snoqualmie is extraordinary, genuine in its beauty, people, and quality of life.

— VALUES —

In serving our community, we are:

Transparent in every action.
Responsive in addressing all concerns.
Accountable in all we do.
Innovative in our work.
Trustworthy in the eyes of those we serve.
Sustainable fiscally and environmentally.

— MISSION —

We are stewards of our natural and built environment, striving to preserve and create an extraordinary community for our residents, businesses, neighbors, and visitors.





Council Priorities

At the 2024 City Council Retreat, the Council updated its priorities for the City in order to focus efforts over the next biennium. Within each priority is a number of more detailed goals. The 2025-2026 Biennial Budget endeavors to support, through funding, the achievement of these priorities, along with the routine and ongoing delivery of services that City departments provide.

Encourage Economic Vibrancy

- Goal #1: Encourage and support tourism.
- Goal #2: Attract, retain, and protect retail.
- Goal #3: Encourage, support, and project hospitality.
- Goal #4: Support and protect employment-centered commercial businesses.

Enhance and Preserve Neighborhood Livability and Quality of Life

- Goal #1: Support affordable housing development.
- Goal #2: Provide inclusive aesthetically pleasing streetscapes.
- Goal #3: Implement opportunities to expand recreational programs and activities.
- Goal #4: Cultivate an environmentally conscious community.
- Goal #5: Provide non-motorized mobility options for connecting neighborhoods and recreational amenities.

Invest in Transportation & Infrastructure

- Goal #1: Maintain sustainable streets, parks, facilities, and utility infrastructure.
- Goal #2: Work with transportation partners to enhance regional connectivity.
- Goal #3: Support infrastructure equity.

Assure a Safe Community

- Goal #1: Maintain proactive community public safety services.
- Goal #2: Deliver exceptional first responder coverage and response times.

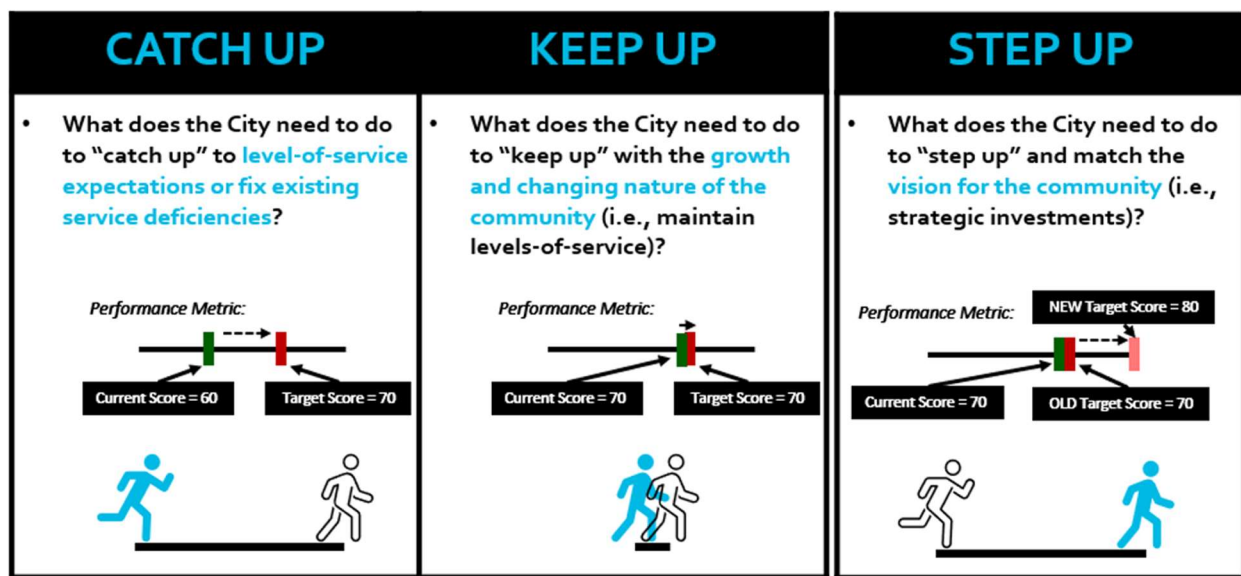
Ensure Fiscal Transparency & Operational Stability

- Goal #1: Develop a strategic plan.
- Goal #2: Maintain an appropriate financial capacity for present and future levels-of-service.



Budget Process

The City of Snoqualmie adopts a biennial budget and allocates spending over a two-year period. Budget amendments occur periodically and the City is required to update the budget at the end of the first year to allow for expenditure adjustments and new revenue sources that were unforeseen at the time of budget adoption. The budget process begins with the priority-setting work of City Council, then an update of the multi-year Capital Improvement Plan (CIP), and finally, development of the proposed biennial budget based on the priorities of Council and the Mayor's direction. Personnel costs and internal service charges were estimated by budget staff. Departments were given the opportunity to propose personnel changes, as well as request new or changed programs, activities, studies, or pieces of equipment for the 2025-2026 biennium. As a part of their effort, each department was asked to consider the following questions and classify any budgetary requests they may have using the framework below:



Departments submitted their budget materials within the new Enterprise ERP system, the Mayor then proceeded to review and evaluate budget requests in order to determine what to propose for funding in the 2025-2026 Biennial Budget. This budget document and the presentations that follow reflect those decisions.

The following is the 2025-2026 Biennial Budget Development Calendar which outlines Council's year-long involvement in the budget process. Critical pieces that influence and flow into the 2025-2026 Biennial Budget have been captured within the calendar and have been incorporated into this document.



City of Snoqualmie 2025-2026 Biennial Budget Development Calendar

2024 Dates	Council, Committee, or Public	Regular or Special Meeting	Topic/Action
April 6	Council	Special - Council Retreat	Discussion of Council's Priorities
April 16	F&A Committee	Regular	Introduction to the Review and Update of the Financial Policies
April 22	Council	Regular	Budget Introduction/Training: "Transformation" Presentation and Review of the Financial Forecast Adoption of the Budget Calendar Pro/Con Committee Appointments for Public Safety Sales Tax Proposition
May 7	N/A	N/A	Explanatory Statements Due for Public Safety Sales Tax Proposition
	F&A Committee	Regular	Review Proposed Update to the Financial Policies
	P&PW Committee	Regular	Introduction of the Mayor's Proposed 2025-2030 CIP ("Non-Utilities")
May 13	Council	Regular	Introduction of the Mayor's Proposed 2025-2030 CIP ("Non-Utilities")
May 21	F&A Committee	Regular	Review Proposed Update to the Financial Policies Deliberation and Review of the Mayor's Proposed 2025-2030 CIP ("Non-Utilities")
	P&PW Committee	Regular	Deliberation and Review of the Mayor's Proposed 2025-2030 CIP ("Non-Utilities")
May 28	Council	Regular	Deliberation and Review of the Mayor's Proposed 2025-2030 CIP ("Non-Utilities") Presentation on Public Financing and Municipal Bonds
June 4	P&PW Committee	Regular	Deliberation and Review of the Mayor's Proposed 2025-2030 CIP ("Non-Utilities")
	F&A Committee	Regular	Deliberation and Review of the Mayor's Proposed 2025-2030 CIP ("Non-Utilities")
June 6	Public	Special - Open House	Public Open House Regarding the Mayor's Proposed 2025-2030 CIP ("Non-Utilities")
June 8	Council	Special - Tour	Tour of CIP Locations
June 10	Council	Regular	Review of the Final 2025-2026 CIP ("Non-Utilities") Adoption of the Financial Management Policy
June 18	P&PW Committee	Regular	Introduction of the Utility Rate Schedule Introduction of the Mayor's Proposed 2025-2030 CIP ("Utilities") Review of the Final 2025-2026 CIP ("Non-Utilities")
	F&A Committee	Regular	Review of the Final 2025-2026 CIP ("Non-Utilities")
June 24	Council	Regular	Introduction of the Utility Rate Schedule Introduction of the Mayor's Proposed 2025-2030 CIP ("Utilities") Adoption of the Final 2025-2030 CIP ("Non-Utilities") Presentation and Review of the Financial Forecast
July 2	P&PW Committee	Regular	Deliberation and Review of the Utility Rate Schedule Deliberation and Review of the Mayor's Proposed 2025-2030 CIP ("Utilities")
July 8	Council	Regular	Deliberation and Review of Utility Rate Schedule Deliberation and Review of the Mayor's Proposed 2025-2030 CIP ("Utilities")
July 16	P&PW Committee	Regular	Review of the Final Utility Rate Schedule Review of the Final 2025-2030 CIP ("Utilities")
July 22	Council	Regular	Review of the Final Utility Rate Schedule Review of the Final 2025-2030 CIP ("Utilities")
July 25	Public	Special - Open House	Information Session: Public Safety Sales Tax Proposition
August 6	Public	Special - Election	Primary Election - Public Safety Sales Tax Proposition
August 12	Council	Regular	Adoption of Utility Rate Schedule Adoption of the Final 2025-2030 CIP ("Utilities")
September 3	Committee of the Whole	Special Meeting	Release of the Mayor's Proposed 2025-2026 Biennial Budget Document Presentation and Review of the Financial Forecast Presentation of the Mayor's Proposed 2025-2026 Biennial Budget
September 4	Committee of the Whole	Special Meeting	Review and Deliberation of the Mayor's Proposed 2025-2026 Biennial Budget
September 9	Council	Special - Budget Workshop	Review and Deliberation of the Mayor's Proposed 2025-2026 Biennial Budget
September 16 & 17	All Committees	Regular	Department Presentations Regarding the Mayor's Proposed 2025-2026 Biennial Budget
September 23	Council	Special - Budget Workshop	Review and Deliberation of the Mayor's Proposed 2025-2026 Biennial Budget
September 30	Council	Special - Budget Workshop	Review of the Final 2025-2026 Biennial Budget (incl. Public Hearing)
October 3	Council	Special - Budget Workshop	Adoption of the Final 2025-2026 Biennial Budget (incl. Public Hearing)

Financial Policies
Financial Forecast
Public Safety Sales Tax Proposition
Utility Rate Schedule
2025-2030 Capital Improvement Plan
2025-2026 Biennial Budget
Other
Adoption Dates

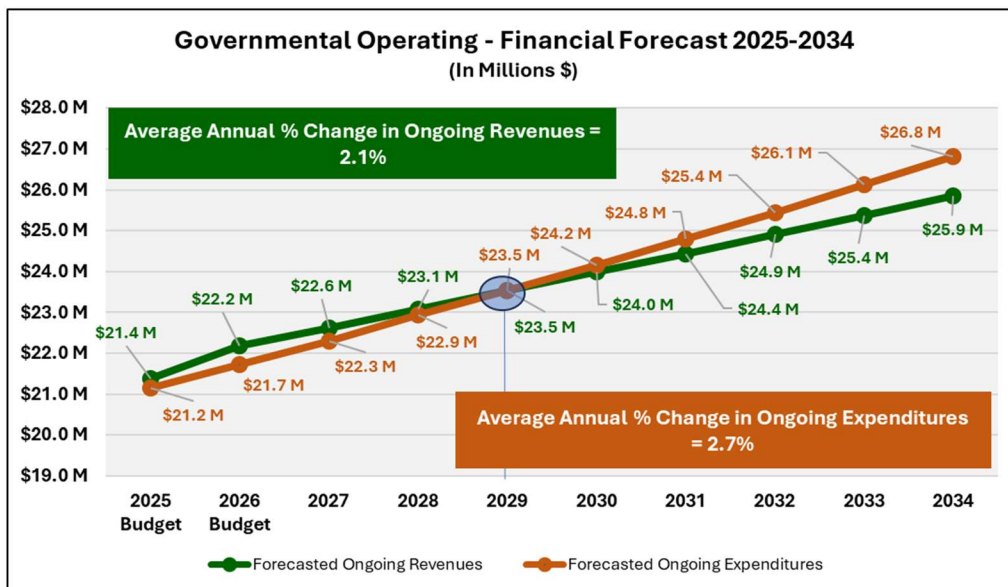


Financial Forecast

The City of Snoqualmie has been working through a time of unprecedented economic uncertainty. The inflationary pressures present during the 2023-2024 biennium are still reverberating through the City's finances and decision making. While core inflation remains higher than the Federal Reserve's 2% rate target, impacting the costs of personnel, goods, and services, restrictive monetary policy has persisted, which may affect the City's approach to capital projects. In addition, the possibility of a recession looms as the nation slowly emerges from the high interest rates designed to contain inflation.

The City is also subject to the 1% statutory limit on its most significant source of revenue, property tax, and must consistently work to prevent recurring expenditures from exceeding recurring revenues while maintaining service levels. Increases in the City's sales tax during 2024, including a councilmanic Transportation Benefit District (TBD) sales tax and a voted public safety sales tax, help to ease the pressures innate to an annually adjusted property-tax ceiling. The City will need to continue to be proactive and strategic in what it does to prevent future budgetary deficits and protect levels of service.

The following chart shows the expected trend in ongoing revenues and ongoing expenditures over a 10-year period for "Governmental Operating" (i.e., General Fund). "Governmental Operating" includes important services such as Police, Fire, and Parks and Streets Maintenance. The City used the July 2024 King County Economic Forecast to support many of the assumptions included in the chart. Moreover, the chart also assumes taking the 1% property tax increase annually. A detailed table representing the chart has been included in Appendix A1.





2025-2026 Biennial Budget Executive Summary

The 2025-2026 Biennial Budget is comprised of 20 funds with a total budgeted sources forecast of \$143.3 million and budgeted uses of \$154.7 million. The city is projected to begin the biennium with a fund balance of \$39.3 million and end the biennium with a \$27.8 million fund balance. Operating Funds, which includes the General Fund and three of the Enterprise Funds, anticipate ending fund balances and reserve targets that meet city financial management policy adopted by the City Council.

Summary Sources, Uses, and Fund Balance (All Funds):

Fund Name	Beg. Fund Balance	2025 Sources	2026 Sources	Total Sources	2025 Uses	2026 Uses	Total Uses	End. Fund Balance
General Fund	1,184,187	22,260,994	22,187,642	44,448,636	22,094,555	21,891,466	43,986,021	1,646,802
Reserve Fund	3,118,281	91,000	84,000	175,000	-	-	-	3,293,281
Total General Fund	4,302,468	22,351,994	22,271,642	44,623,636	22,094,555	21,891,466	43,986,021	4,940,083
Arts Activities Fund	50,739	49,763	12,857	62,620	37,180	38,389	75,569	37,790
North Bend Police Services Fund	37,788	4,050,755	4,172,575	8,223,330	4,048,885	4,170,352	8,219,237	41,881
Deposits Reimbursement Control Fund	21,266	20,585	20,525	41,110	41,851	20,525	62,376	-
School Impact Fee Fund	-	200,000	200,000	400,000	200,000	200,000	400,000	-
Total Managerial Funds	109,793	4,321,103	4,405,957	8,727,060	4,327,916	4,429,266	8,757,182	79,671
Tourism Promotion Fund	9,866	33,600	34,507	68,107	30,000	30,000	60,000	17,973
Drug Enforcement Fund	39,085	901	809	1,710	3,000	-	3,000	37,795
Opioid Settlement Fund	36,172	15,966	16,732	32,698	-	-	-	68,870
Affordable Housing Fund	1,725,925	398,936	414,290	813,226	-	-	-	2,539,151
Home Elevation Fund	-	500,000	-	500,000	500,000	-	500,000	-
Total Special Revenue Funds	1,811,048	949,403	466,338	1,415,741	533,000	30,000	563,000	2,663,789
Non-Utilities Capital Fund	20,095,791	5,441,708	14,102,500	19,544,208	19,044,154	18,271,821	37,315,975	2,324,024
ERP Project Fund	483,958	161,000	5,000	166,000	349,958	300,000	649,958	-
Total Government Capital Funds	20,579,749	5,602,708	14,107,500	19,710,208	19,394,112	18,571,821	37,965,933	2,324,024
Water Operations Fund	2,258,252	5,891,360	6,328,006	12,219,366	5,570,946	5,712,754	11,283,700	3,193,918
Wastewater Operations Fund	819,934	7,677,737	9,325,082	17,002,819	5,884,889	7,261,524	13,146,414	4,676,339
Stormwater Operations Fund	588,834	3,313,156	3,595,584	6,908,740	3,457,832	3,346,411	6,804,244	693,330
Utilities Capital Fund	4,015,287	13,355,064	6,589,905	19,944,969	11,762,547	7,058,734	18,821,281	5,138,975
Total Enterprise Funds	7,682,307	30,237,317	25,838,577	56,075,894	26,676,215	23,379,424	50,055,638	13,702,563
Equipment Replacement & Repair Fund	2,934,654	2,890,788	2,625,699	5,516,487	3,731,578	2,528,165	6,259,742	2,191,399
Information Technology Fund	1,635,916	2,747,004	2,862,857	5,609,861	2,720,053	2,843,137	5,563,190	1,682,587
Facilities Maintenance Fund	194,755	783,482	819,342	1,602,824	775,111	812,862	1,587,972	209,607
Total Internal Service Funds	4,765,325	6,421,274	6,307,898	12,729,172	7,226,741	6,184,163	13,410,904	4,083,593
Total All Funds	39,250,690	69,883,799	73,397,912	143,281,711	80,252,538	74,486,140	154,738,678	27,793,723

City Staffing Overview:

City services are provided to the community through the allocation of people and equipment. The City has structured the organization and crafted a long-term staffing plan for continued service delivery. Below is a staffing count matrix of overall authorized full-time equivalent (FTE) positions included in the proposed budget.

For the 2025-2026 biennium, the City is proposing to add a net 4.24 positions. While the matrix includes a number of position substitutions and reclassifications, the bulk of these changes include the addition of three firefighters, which will reduce overtime costs and the burden of shift coverage for our current firefighters, an additional Police Administrative Specialist who will support evidence processing and public records requests for North Bend, a Parks and Public Works Utility Administrative Specialist who will be dedicated to the utility systems, a new Wastewater Operator who will continue to enhance the wastewater system in accordance with the City's sewer utility plan, and a 0.24 increase to the Project Specialist, currently a limited-term position which is planned to convert into a regular position, who will manage the City's Wellness Program, create a safety plan, and provide support in other human resource (HR) processes.

Department	Position Title	Authorized Employee Count	Change Requested	Proposed Employee Count
City Council	Mayor Pro-Tem	0.15	-	0.15
	Council Member	0.60	-	0.60
	Department Total =	0.75	0.00	0.75
Mayor	Mayor	0.25	-	0.25
	Department Total =	0.25	0.00	0.25
Administration	City Administrator	1.00	-	1.00
	Management Analyst	1.00	(1.00)	0.00
	Human Resources Manager	1.00	-	1.00
	Human Resources Analyst	1.00	-	1.00
	Project Specialist ¹	0.56	0.24	0.80
	Department Total =	4.56	(0.76)	3.80
City Attorney	City Attorney	1.00	-	1.00
	Deputy City Clerk/Legal Assistant	1.00	(1.00)	0.00
	Department Total =	2.00	(1.00)	1.00
City Clerk	City Clerk	1.00	-	1.00
	Deputy City Clerk/Legal Assistant	0.00	1.00	1.00
	Department Total =	1.00	1.00	2.00
Communications	Communications Coordinator	1.00	-	1.00
	Administrative Specialist (L1-L3)	1.00	-	1.00
	Department Total =	2.00	0.00	2.00
Finance	Finance Director	1.00	-	1.00
	Deputy Finance Director	0.00	1.00	1.00
	Management Analyst ¹	1.00	(1.00)	0.00
	Accounting Manager	1.00	(1.00)	0.00
	Accountant	1.00	1.00	2.00
	Financial Specialist (L1-L3)	4.00	-	4.00
	Budget Manager	1.00	-	1.00
	Budget Analyst	1.00	-	1.00
	Revenue Manager ¹	1.00	(1.00)	0.00
	Department Total =	11.00	(1.00)	10.00
Information Technology	IT Director	1.00	-	1.00
	IT Manager	1.00	(1.00)	0.00
	IT Systems Engineer	1.00	1.00	2.00
	GIS Analyst (Reclassified to Parks & Public Works)	1.00	(1.00)	0.00
	IT Systems Support	2.00	-	2.00
	Service Desk Technician	1.00	-	1.00
	Department Total =	7.00	(1.00)	6.00

Department	Position Title	Authorized Employee Count	Change Requested	Proposed Employee Count
Community Development	Community Development Director	1.00	-	1.00
	Building Official	1.00	-	1.00
	Senior Planner	1.00	-	1.00
	Associate Planner	0.00	-	0.00
	Assistant Planner	0.00	1.00	1.00
	Administrative Specialist (L1-L3)	2.00	(1.00)	1.00
	Community Liaison	1.00	-	1.00
	Department Total =	6.00	0.00	6.00
Police	Police Chief	1.00	-	1.00
	Police Captain	1.00	-	1.00
	Administrative Specialist (L1-L3)	3.00	1.00	4.00
	Police Sergeant	4.00	-	4.00
	Administrative Sergeant	1.00	-	1.00
	Detective	1.00	-	1.00
	Police Officer	16.00	-	16.00
	School Resource Officer	1.00	-	1.00
	Support Officer	1.00	-	1.00
	Mental Health Professional & Community Co-Responder (L1-L2)	0.90	-	0.90
	Department Total =	29.90	1.00	30.90
Fire & Emergency Management	Fire Chief	1.00	-	1.00
	Deputy Fire Chief	1.00	-	1.00
	Administrative Specialist (L1-L3)	0.50	-	0.50
	Fire Training Captain	1.00	-	1.00
	Fire Lieutenant	3.00	-	3.00
	Firefighter	9.00	3.00	12.00
	Mental Health Professional & Community Co-Responder (L1-L2)	0.10	-	0.10
	Department Total =	15.60	3.00	18.60
Parks & Public Works	Parks & Public Works Director	1.00	-	1.00
	Deputy Parks & Public Works Director/City Engineer	1.00	-	1.00
	Administrative Specialist (L1-L3)	1.00	1.00	2.00
	GIS Analyst (Reclassified from Information Technology)	0.00	1.00	1.00
	CIP Project Manager	1.00	-	1.00
	Project Engineer	3.00	-	3.00
	Parks & Streets Superintendent	1.00	-	1.00
	Park & Street Maintenance Technician (L1-L3)	6.00	-	6.00
	Water Superintendent	1.00	-	1.00
	Water Maintenance Technician (L1-L3)	5.00	-	5.00
	Irrigation Maintenance Technician (L2-L3)	1.00	-	1.00
	Wastewater Superintendent	1.00	-	1.00
	Wastewater Lead (L4)	1.00	-	1.00
	Wastewater Industrial Maintenance Technician L3	1.00	-	1.00
	Wastewater Laboratory Analyst L3	1.00	-	1.00
	Wastewater Operator (L1-L3)	3.00	1.00	4.00
	Stormwater & Urban Forestry Superintendent	1.00	-	1.00
	Stormwater & Urban Forestry Maintenance Technician (L1-L3)	4.00	-	4.00
	Fleet & Facilities Superintendent	1.00	-	1.00
	Facilities Maintenance Technician (L1-L3)	1.00	-	1.00
	Fleet Mechanic (L1-L3)	1.00	-	1.00
	Department Total =	36.00	3.00	39.00
Total Staffing Count =		116.06	4.24	120.30

¹These positions were limited term. The 2025-26 Biennial Budget does not propose any limited-term employees.



General Fund Overview

The General Fund serves as the main operating fund for the City and includes source and use allocations for general government activities such as administration, public safety, court services, community planning and development, economic development, parks maintenance, street maintenance, and human services. Overall General Fund sources are projected at \$44.4 million and General Fund uses are projected at \$44.0 million for 2025-2026 biennium.

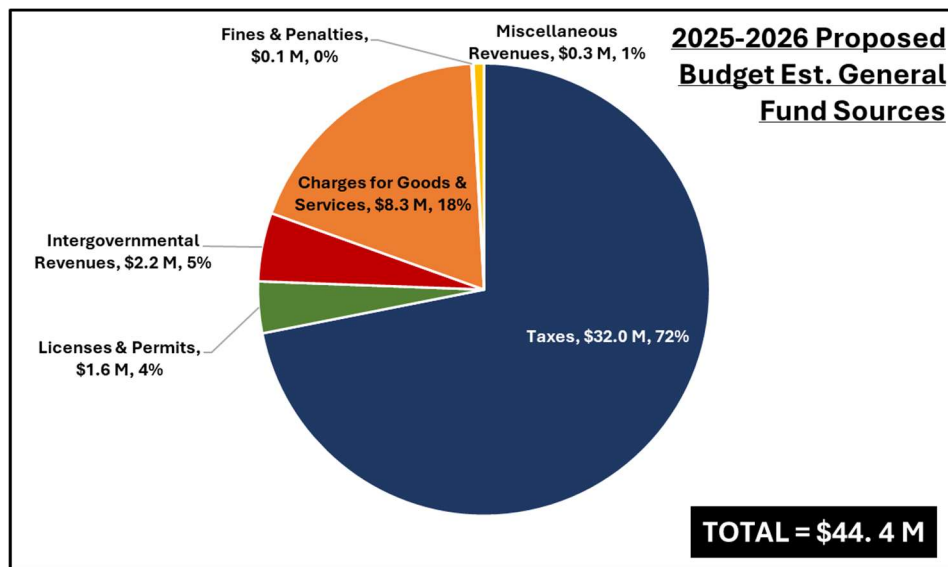
The ending fund balance for the General Fund is anticipated to increase \$463 thousand during the biennium. Fund balance is the difference between total sources and uses and measures the net financial resources available for spending. The City of Snoqualmie operates and reports on a cash basis, so sources and uses are reported when received or paid. While fund balance is not required to be “budgeted”, it is a key figure in understanding what is available for spending and an indicator of general financial health for the fund. The beginning fund balance for the General Fund is stable and provides a strong foundation for starting the biennial budget period.

Proposed 2025-2026 Biennial Budget Sources, Uses, and Fund Balance:

	2023-2024 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025-26 % Change
Beginning Fund Balance	\$ 4,423,674	\$ 1,184,187		
Sources				
<i>Taxes</i>	\$ 29,628,339	\$ 31,957,677	71.9%	7.9%
<i>Licenses & Permits</i>	\$ 1,442,884	\$ 1,637,801	3.7%	13.5%
<i>Intergovernmental Revenues</i>	\$ 1,126,352	\$ 2,178,193	4.9%	93.4%
<i>Charges for Goods & Services</i>	\$ 7,783,858	\$ 8,275,422	18.6%	6.3%
<i>Fines & Penalties</i>	\$ 78,667	\$ 68,213	0.2%	-13.3%
<i>Miscellaneous Revenues</i>	\$ 405,068	\$ 331,330	0.7%	-18.2%
<i>Transfers In</i>	\$ 2,117,818	\$ -	0.0%	-100.0%
Total Sources =	\$ 42,582,986	\$ 44,448,636		4.4%
Uses				
<i>Salaries & Wages</i>	\$ 17,375,926	\$ 16,879,377	38.4%	-2.9%
<i>Employee Benefits</i>	\$ 6,718,656	\$ 6,591,332	15.0%	-1.9%
<i>Supplies</i>	\$ 1,419,823	\$ 1,402,112	3.2%	-1.2%
<i>Services</i>	\$ 16,949,388	\$ 18,767,842	42.7%	10.7%
<i>Capital Outlays</i>	\$ 9,050	\$ 126,658	0.3%	1299.5%
<i>Transfers Out</i>	\$ 2,824,707	\$ 218,699	0.5%	-92.3%
Total Uses =	\$ 45,297,550	\$ 43,986,021		-2.9%
Sources Over (Under) Uses =	\$ (2,714,564)	\$ 462,615		
Ending Fund Balance	\$ 1,709,110	\$ 1,646,802		

General Fund Sources Summary

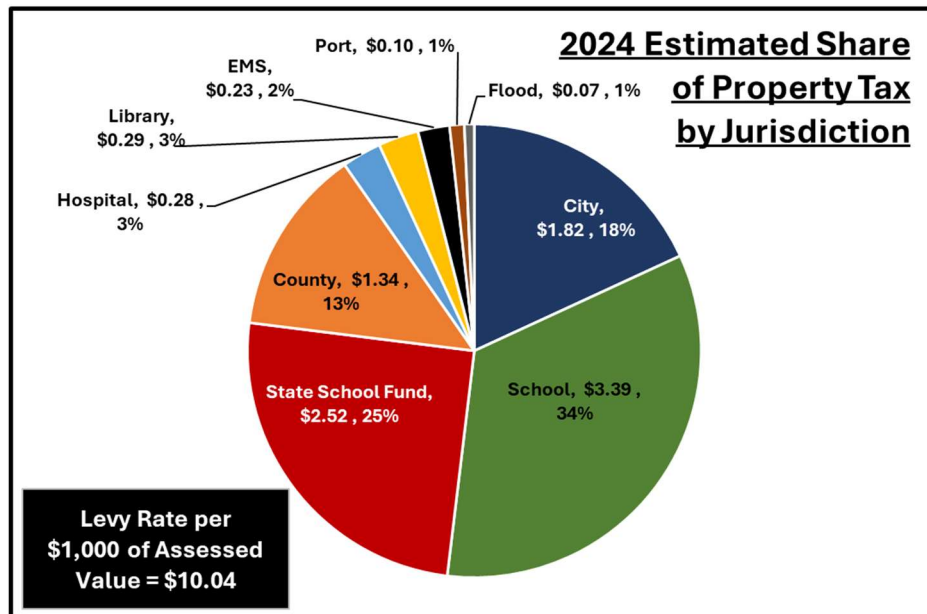
72% of General Fund sources come from property taxes, sales taxes, utility taxes, and other taxes. Charges for goods and services make up the second largest proportion at 18%. The following chart breaks out General Fund sources over the biennium by type of source.



Property Tax:

The King County Assessor's Office estimated the overall 2024 assessed valuation (AV) for taxable property within the City of Snoqualmie at approximately \$4.8 billion. This is a decrease in property values of \$685 million dollars from 2023 and represents a 12.6% decrease. This change is related to decreasing property values and the removal of the Salish Lodge and related properties from the City's property tax base.

The City of Snoqualmie only receives a proportion of the property taxes paid by property owners residing within City boundaries. For 2024, the City receives approximately \$0.18 of every property tax dollar paid. The 2024 levy rate is \$10.04 per \$1,000 of assessed valuation which is a 15.1% increase from the 2023 levy rate of \$8.72.



Property taxes represent the largest source of revenue for the General Fund. The City is projecting an increase of nearly \$94 thousand to a total of \$8.6 million for 2025, which includes the statutory allowable levy increase from the previous year levy along with anticipated new construction values. The final property tax levy rate is set when all taxing jurisdictions adopt final levies and is provided by King County in early January of each year. For the two-year biennium, the City anticipates collecting \$17.3 million in property taxes. For the median valued home in the City of Snoqualmie, which is estimated to be \$915,000 in 2024, the city portion of the property tax bill is approximately \$1,665.

Sales Tax/Business & Occupation (B&O) Tax:

Sales and B&O tax revenue combined represents the second largest revenue source for the General Fund and is projected at \$8.3 million for the biennium, representing 18.7% of all General Fund sources. The 2025-2026 budget forecasts sales tax using King County's Office of Economic and Financial Analysis 2024 CPI-U forecasts.

Utility Taxes:

Utility taxes are another major source of funding for the city's General fund at \$6.3 million, or 14.2% of sources. The 2025-2026 forecast for these taxes represents a 26.4% increase from the prior biennium.

Other General Fund Sources:

The remaining General Fund sources are approximately \$12.5 million and include administrative cost allocations to enterprise funds, building permits, development-related fees, grants, licenses and taxes, public safety revenues, interest income and other miscellaneous sources.

Mixed-use building projects, such as the Mill Site development, may happen in Snoqualmie's near future. Depending upon the economic environment, these projects are estimated to begin affecting the budget in 2026 through increased permitting. Ongoing revenues resulting from the development, such as property taxes and sales taxes, have not been incorporated into the Governmental Operating forecast.

Changes to Ongoing Sources of Revenue:

As a part of the 2025-2026 Biennial Budget, and in order to sustain the City's level-of-service following the inflationary pressures and staffing challenges experienced in the past biennium, several new revenue sources have recently been approved or are being proposed in order to generate new and ongoing sources of revenue:

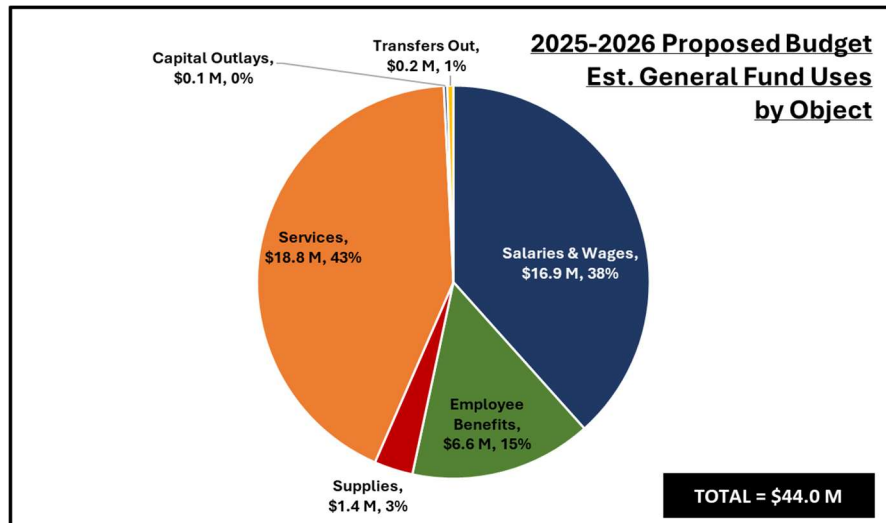
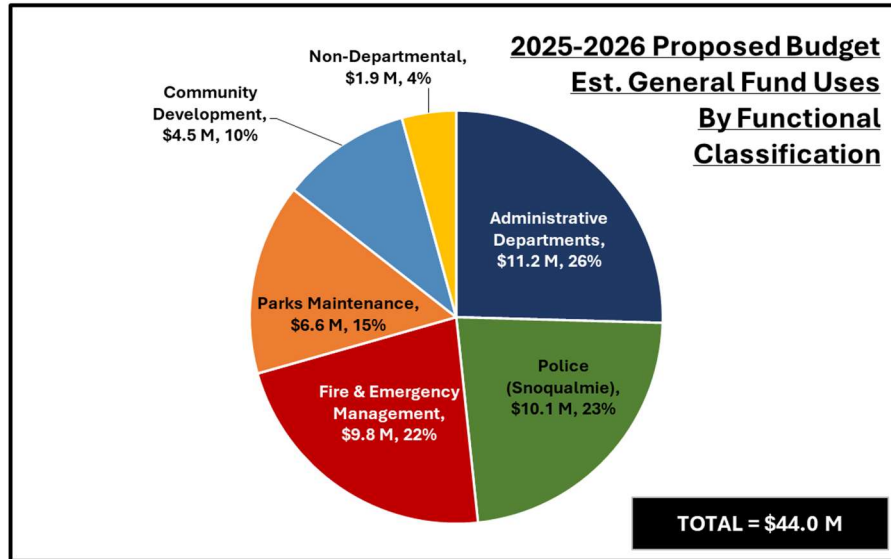
- **Decreased Taxes from the Salish Lodge** (2025: -\$330,000, 2026: -\$340,000)
 - The Salish Lodge, property of the Snoqualmie Indian Tribe, was moved into federal trust during 2023. The City of Snoqualmie no longer receives Salish Lodge sales tax, business and occupation tax, or property tax, which were previously receipted within the General Fund. In addition, the Tourism Promotion Fund, the Affordable Housing Fund, and the Non-Utility Capital Fund have experienced a decrease in tax revenue related to this change.
- **Increased Utility Taxes** (2025: +\$365,810, 2026: +\$383,100)
 - This increase relates to two changes within utility taxes, the first being the councilmanic Transportation Benefit District (TBD) 0.1% sales tax which will supplement capital street projects, resulting in fewer utility tax dollars diverted from the General Fund to support capital projects. This accounts for approximately 72% of the increase. The second item, the remaining 28%, relates to increased solid waste utility taxes due to the higher rates incorporated within the new solid waste contract.
- **Public Safety Sales Tax** (2025: +\$244,000, 2026: +\$251,000)
 - The Snoqualmie electorate approved a 0.1% Public Safety sales tax in the August 2024 primary election. This tax will begin to be collected in 2024 and the City should begin to receive these funds in 2025.
- **Comprehensive Fee Study** (2025: +\$100,000, 2026: +\$300,000)

- This study was proposed during the 2023-2024 Biennial Budget and was delayed due to staff constraints. As originally intended, the comprehensive fee study will look into all City fees, including building permits, the use of recreational fields, staffing rates and ambulance transport, and will consider the degree to which the City should cost recover through its fee structure.
- **Solid Waste 10.7% Administrative Fee** (2025: +\$70,000, 2026: +\$140,000)
 - Snoqualmie's current solid waste contract with Waste Management, implemented in 2012, will expire in mid-2025. In August of 2024, Council approved a new contract with Waste Management. This contract includes a higher rate structure, resulting in an increase to the administrative fee collected.

General Fund Uses Summary

Overall General Fund uses are projected at \$44.0 million for 2025-2026 biennium, a 2.9% decrease from the prior biennium's budget. A substantial portion of the decrease is caused by a one-time \$2.5 million transfer to Non-Utility Capital during the 2023-2024 biennium. Personnel and benefit costs have remained relatively stable, despite a net increase of 2.24 full-time equivalent positions, cost-of-living adjustments, collective bargaining agreement obligations, and the change in premiums for benefits. This is due to a 5% vacancy assumption, the elimination and reclassification of employees, increased turnover, and adjustments to the police services cost share with the City of North Bend.

Overall increases to services result primarily from Equipment Repair and Replacement Fund, Information Technology Fund, and Facilities Maintenance Fund internal service charges. Costs for supplying these services, coupled with certain changes to the cost assignment methodology, have resulted higher internal service costs.



Reserve Fund Summary

Description:

The Reserve Fund (#002) is important to the City's financial flexibility and stability and provides options to respond to unexpected events that may arise during the biennium. Important events that may require the use of the Reserve Fund includes an economic downturn, a public emergency, or cash flow issues that prevent the City from paying expenditures when due. This budget assumes a

reserve target of 15% of General Fund expenditures and does not anticipate using any during the biennium.

Proposed 2025-2026 Biennial Budget Sources, Uses, and Fund Balance:

	2023-24 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025-26 % Change
Beginning Fund Balance	\$ 2,726,625	\$ 3,118,281		
Sources				
<i>Miscellaneous Revenues</i>	\$ 98,739	\$ 175,000	100.0%	77.2%
<i>Transfers In</i>	\$ 204,707	\$ -	0.0%	-100.0%
Total Sources =	\$ 303,446	\$ 175,000		-42.3%
Sources Over (Under) Uses =	\$ 303,446	\$ 175,000		
Ending Fund Balance	\$ 3,030,071	\$ 3,293,281		



General Fund by Functional Classification

Administrative Departments

Description:

The Administrative Departments are composed of the Mayor, City Council, Administration, the City Clerk's Office, the City Attorney's Office, the Finance Department, and the Communications Office.

The **Mayor** provides guidance and leadership to the City through policy implementation and works to propel the vision of the City as expressed through the legislative process.

Core Services:

- Serve as the Chief Executive of the City and provide leadership and oversight over all department functions.
- Serve as City representative in legislative affairs and intergovernmental relations.

The **Council** represents the residents of Snoqualmie and provides guidance, leadership, and direction to their government in a manner that best serves their needs as expressed through the democratic process.

Core Services:

- Provide legislative oversight and policymaking over all City business.
- Support City constituents by fostering their connection to government.

Administration encompasses the City Administrator, who works to steer City departments by integrating long-range goals with day-to-day activities, and Human Resources, who oversees the City employees who carry out these activities.

Core Services:

- City Management, in tandem with the Mayor, provides leadership and oversight over all department functions.
- Implement the priorities of the City Council throughout the entire organization.
- Manage the Human Resources program for the City including personnel, benefits, labor relations, and organizational development.

The **City Clerk** ensures transparency and community access in the legislative process and fosters community understanding of government.

Core Services:

- Manage the legislative affairs of the City.
- Responsible for records management.
- Provide administrative support to elected officials.
- Serve as the City's volunteer coordinator.
- Provide oversight of the City's risk management program.
- Manage and oversee the Human Services allocation process, under the advisement of the Human Services Commission.

The **City Attorney** provides the services necessary in order to keep the City in good standing, providing timely advice and guidance to City Council, the Mayor, City Administrator and departments on a number of legal issues facing the City. The department defends the City against litigation, brings litigation on behalf of the City as authorized by City Council, and contracts for the court, prosecutorial, and defender services necessary to maintain the rule of law.

Core Services:

- Provide ongoing legal advice to the elected and appointed officials of the City, the City Administrator, and City departments.
- Prepare legal documents, ordinances, resolutions, contracts, and other legal instruments.
- Represent the City in all civil legal actions to which the City is a party, including in federal, state, and local courts, and administrative agencies.
- Contract for court, prosecutorial, and defender services.

The **Finance Department** manages and protects the financial resources entrusted to the City by the community. As stewards of the money and keepers of the policies and regulations that govern fiscal and personnel actions, the Department promotes accountability, transparency, and continuity of City services. Through effective leadership and sound practices, the City is able to maintain a healthy financial condition and work environment to support other departments and the levels of service they provide to the community.

Core Services:

- Prepare annual financial reports, maintain compliance with BARS requirements, and facilitate the annual audit review.
- Prepare the biennial budget and Capital Improvement Plan (CIP), conduct long-range financial planning, and provide the analysis necessary to drive sound financial decision-making.
- Serve as City Treasurer, manage cash and investments, and oversee the issuance of debt.
- Manage utility billing and business licensing and taxes.
- Oversee citywide payroll and payments to vendors.
- Maintain internal controls and ensure compliance with internal policies.
- Serve as the receptionist for the City.

The **Communications Office** is charged with providing transparent and timely communications and information to Snoqualmie residents. The Department is responsible for maintaining and updating the City's website, social media channels, answering general resident inquiries, coordinating community surveys, City news releases, emergency communications, and other communication-related needs.

Proposed 2025-2026 Biennial Budget Uses:

	2023-24 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025-26 % Change
Uses				
<i>Salaries & Wages</i>	\$ 5,013,605	\$ 4,840,041	43.3%	-3.5%
<i>Employee Benefits</i>	\$ 1,949,752	\$ 1,900,677	17.0%	-2.5%
<i>Supplies</i>	\$ 20,558	\$ 58,950	0.5%	186.7%
<i>Services</i>	\$ 4,172,566	\$ 4,390,872	39.2%	5.2%
<i>Capital Outlays</i>	\$ -	\$ -	0.0%	0.0%
<i>Transfers Out</i>	\$ 100,000	\$ -	0.0%	-100.0%
Total Uses =	\$ 11,256,481	\$ 11,190,540		-0.6%

Proposed 2025-2026 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Mayor Pro-Tem	0.15	-	0.15
Council Member	0.60	-	0.60
City Council Subtotal =	0.75	0.00	0.75
Mayor	0.25	-	0.25
Mayor Subtotal =	0.25	0.00	0.25
City Administrator	1.00	-	1.00
Management Analyst	1.00	(1.00)	0.00
Human Resources Manager	1.00	-	1.00
Human Resources Analyst	1.00	-	1.00
Project Specialist	0.56	0.24	0.80
Administrative Subtotal =	4.56	(0.76)	3.80
City Attorney	1.00	-	1.00
Deputy City Clerk/Legal Assistant	1.00	(1.00)	0.00
City Attorney Subtotal =	2.00	(1.00)	1.00
City Clerk	1.00	-	1.00
Deputy City Clerk/Legal Assistant	0.00	1.00	1.00
City Clerk Subtotal =	1.00	1.00	2.00
Communications Coordinator	1.00	-	1.00
Administrative Specialist (L1-L3)	1.00	-	1.00
Communications Subtotal =	2.00	0.00	2.00
Finance Director	1.00	-	1.00
Deputy Finance Director	0.00	1.00	1.00
Management Analyst	1.00	(1.00)	0.00
Accounting Manager	1.00	(1.00)	0.00
Accountant	1.00	1.00	2.00
Financial Specialist (L1-L3)	4.00	-	4.00
Budget Manager	1.00	-	1.00
Budget Analyst	1.00	-	1.00
Revenue Manager	1.00	(1.00)	0.00
Finance Subtotal =	11.00	(1.00)	10.00
Total Staffing Count =	21.56	(1.76)	19.80

Major Changes/Additions:

- **Contract Legal Support** (One-Time) (2025: +\$75,000, 2026: +\$25,000)
 - The funding of additional contract legal support will support the negotiation of a collective bargaining agreement with the International Association of Firefighters (IAFF) Local 2878 as well as legal support for certain revenue items.

- **Strategic Plan** (One-Time) (2025: +\$100,000)
 - The development of a strategic plan will help the City to think more deeply about its current opportunities and challenges, provide guidance and direction to departments, uncover ways to protect key services, and find those strategic investments that will help to propel the City well into the future. This was initially planned during the 2023-2024 Biennial Budget but was delayed due to internal constraints.
- **Payroll Recalculation** (One-Time) (2025: +\$200,000, 2026: +\$87,000)
 - The City is planning to recalculate payroll for 2023 and 2024 due to certain errors that were found in the past year relating to 2023 payroll. This recalculation will insure that employees were neither overpaid nor underpaid during the time period and will also give assurance that the current implementation of payroll within the new ERP system will not carry forward any errors from the old system into the new system.
- **Comprehensive Fee Study** (One-time) (2025: +\$140,000)
 - This study is addressed in the revenue section of the General Fund. It was proposed during the 2023-2024 Biennial Budget and was delayed due to staff constraints. As originally intended, the comprehensive fee study will look into all City fees, including building permits, the use of recreational fields, staffing rates and ambulance transport, and will consider the degree to which the City should cost recover through its fee structure.
- **Project Specialist** (Ongoing) (2025: +\$31,827, 2026: +\$33,881)
 - This position supports the City Administrator, Human Resources, the City's wellness program, which qualifies the City to receive a 2% savings on employee health care costs, and the safety program.

Police (Snoqualmie)

Description:

The Police Department maintains a “no call too small” community standard to protect the safety and well-being of residents, businesses, and visitors. With over 30 proposed officers, sergeants, detectives, and other critical employees, serving both the cities of Snoqualmie and North Bend, the Police Department works cooperatively with the public and within the framework of the U.S. Constitution to enforce the law, reduce fear, deter crime, preserve peace, and provide service with understanding and sensitivity.

Core Services:

- Patrol the cities of Snoqualmie and North Bend to intercede and deter crime or violations, issuing citations where necessary.
- Respond to calls or emergencies from the general public and resolve with discipline, professionalism, and care.
- Investigate and resolve complex property, drug, and violent crimes, preserving evidence where necessary.
- Ensure the safety and well-being of students through the deployment of a school resource officer.
- Transport people in custody to contracted jails.
- Bring under control nuisance animals who pose a threat to people.
- Outreach to the community to foster trust, coordination, and an expectation that services will arrive when needed.

Proposed 2025-2026 Biennial Budget Uses:

	2023-24 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025-26 % Change
Uses				
<i>Salaries & Wages</i>	\$ 4,654,491	\$ 4,121,068	41.0%	-11.5%
<i>Employee Benefits</i>	\$ 1,646,467	\$ 1,708,674	17.0%	3.8%
<i>Supplies</i>	\$ 377,900	\$ 337,934	3.4%	-10.6%
<i>Services</i>	\$ 4,001,461	\$ 3,894,773	38.7%	-2.7%
<i>Capital Outlays</i>	\$ -	\$ -	0.0%	0.0%
<i>Transfers Out</i>	\$ -	\$ -	0.0%	0.0%
Total Uses =	\$ 10,680,319	\$ 10,062,449		-5.8%

Proposed 2025-2026 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Police Chief	0.88	(0.23)	0.65
Police Captain	0.88	(0.23)	0.65
Administrative Specialist (L1-L3)	2.00	-	2.00
Police Sergeant	2.00	-	2.00
Administrative Sergeant	1.00	(0.35)	0.65
Detective	1.00	(0.35)	0.65
Police Officer	8.00	-	8.00
School Resource Officer	1.00	(0.15)	0.85
Support Officer	0.50	0.15	0.65
Mental Health Professional & Community Co-Responder (L1-L2)	0.50	0.05	0.55
Total Staffing Count =	17.76	-1.11	16.65

Major Changes/Additions:

- **Personnel Adjustment within the Police Services Contract** (Ongoing) (2025: -\$222,240, 2026: -\$231,852)
 - This change represents a decrease in expenditure, as it would adjust the portion of shared Police staff paid for by North Bend by 1.11 full-time equivalent positions.
- **Internal Service Charges within the Police Services Contract** (Ongoing) (2025: -\$936,832, 2026: -\$936,443)
 - This change represents a decrease in expenditure, as it would adjust the portion of internal services paid for by North Bend up from the annual historical amount of \$70,000 to the rate charged to all other Snoqualmie funds.

Fire & Emergency Management

Description:

The Fire and Emergency Management Department is an internationally accredited agency committed to providing superior community-based preparedness and emergency services in a timely and professional manner. The men and women of the department, both professional and volunteer, work hard to safeguard life, whether through proactive planning, risk mitigation, or the prompt response of an elite and well-trained crew.

Core Services:

- Provide basic life support to people seeking medical care and transport to the hospital.
- Respond to motor vehicle accidents, in particular on I-90 or SR 18, and extricate passengers.
- Rescue people from swift water.
- Respond to and suppress fires, whether residential, commercial, or in the wildland interface.
- Work to prevent fires through inspection.
- Plan and prepare accordingly for disasters or emergencies. Activate the Emergency Operations Center when required.
- Educate the public on issues such as fire prevention or CPR.

Proposed 2025-2026 Biennial Budget Uses:

	2023-24 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025-26 % Change
Uses				
<i>Salaries & Wages</i>	\$ 4,256,992	\$ 4,785,749	48.8%	12.4%
<i>Employee Benefits</i>	\$ 1,523,781	\$ 1,703,856	17.4%	11.8%
<i>Supplies</i>	\$ 294,365	\$ 323,870	3.3%	10.0%
<i>Services</i>	\$ 2,343,313	\$ 2,888,146	29.5%	23.3%
<i>Capital Outlays</i>	\$ -	\$ 100,000	1.0%	0.0%
Total Uses =	\$ 8,418,451	\$ 9,801,621		16.4%

Proposed 2025-2026 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Fire Chief	1.00	-	1.00
Deputy Fire Chief	1.00	-	1.00
Administrative Specialist (L1-L3)	0.50	-	0.50
Fire Training Captain	1.00	-	1.00
Fire Lieutenant	3.00	-	3.00
Firefighter	9.00	3.00	12.00
Mental Health Professional & Community Co-Responder (L1-L2)	0.1	-	0.10
Total Staffing Count =	15.60	3.00	18.60

Major Changes/Additions:

- **Firefighters** (Ongoing) (2023: +\$438,428, 2024: +\$477,434)
 - The addition of three Firefighters is expected to reduce both overtime costs and stress on firefighters who have been required to work overtime in order to maintain the mandatory number of firefighters per shift. This increase gives each shift an extra firefighter for regular duty, allowing vacation, sick and other leave to occur without putting undo pressure on the department.
- **Internal Service Charges** (Ongoing) (2025: 300,569, 2026: \$323,370)
 - This does not represent a change in fire operations, but rather in how internal service charges are assigned to each department. Internal service charges are tied to various drivers. Increasing the number of employees served, such as adding the three firefighter positions, works to increase these charges. In addition, the methodology for costing vehicles was updated resulting in Equipment Repair and Replacement charge increases.

- **Type 6 Wildland Brush Truck** (One-time) (2025: +\$100,000)
 - The purchase of a used wildland firetruck expands the functionality of the fire department by providing a smaller, more versatile vehicle that can be used in an on-road suburban or off-road wildland capacity.

Parks & Streets Maintenance

Description:

The Parks and Streets Maintenance Division of the Parks and Public Works Department provides the maintenance necessary to support a safe, welcoming, and attractive experience for users of playgrounds, sport courts, athletic fields, trails, and other features and to sustain a transportation system that keeps Snoqualmie and its neighborhoods connected.

The City of Snoqualmie is defined by its accessibility to nature and the active engagement of its residents. As a result, the City currently maintains over 40 parks, 30 miles of trails, and 1,200 acres of open space, all of which contribute to the overall health and well-being of the community. The City ensures that these and other important destinations are accessible by all modes of travel, including nearly 40 miles of road and adjacent sidewalk. In taking the necessary actions to preserve the condition and functionality of infrastructure, the City can reduce potential safety hazards and avoid potential costly rebuilds.

Core Services:

- Maintain grass turf at parks, athletic fields, and other rights-of-way through mowing, edging, fertilizing, aerating, etc.
- Maintain beds, shrubs, and ground cover at parks and other rights-of-way through weeding, spraying, trimming, mulching, and bark blowing.
- Maintain park and other athletic field structures by cleaning and repairing bathrooms, air blowing walkways, emptying garbage cans, repairing playground structures, preserving field turf, restoring baseball fields to condition, etc.
- Pick up leaves during the fall.
- Conduct pre-emergent work in parks as necessary in order to mitigate probable future issues.
- Maintain the trail system by clearing fallen trees, restoring eroded pathways, and fixing or replacing worn or broken bridges and guide logs.
- Maintain street and landscape trees in visible areas by pruning branches and removing and planting trees when necessary.
- Assess the condition and health of trees regularly for damage, infestation, and other stressors.
- Manage volunteers and rent out park structures and shelters when applicable.

- Assist with other City functions as needed such as events set-up and the holiday lighting of trees or in times of an emergency such as during snow events.
- Maintain the condition, safety, and visibility of roads by patching potholes and striping (painting) lanes and shoulders where necessary.
- Maintain landscaped medians, bioswales, and roadsides through mowing, edging, weeding, trimming, etc.
- Repair and replace damaged or worn-out signage or install new signage including traffic and wayfinding signs.
- Inspect bridges and other vital transportation structures for deterioration and design solutions to mitigate the wear.
- Maintain the condition, functionality, and luminance of streetlights.
- Maintain the condition, functionality, and synchronicity of traffic control devices.
- Work to keep the transportation network operating during snow events with the de-icing and snow plowing of roads.
- Sweep the streets regularly to remove loose debris and to protect the stormwater system.

Proposed 2025-2026 Biennial Budget Uses:

	2023-24 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025-26 % Change
Uses				
<i>Salaries & Wages</i>	\$ 1,497,968	\$ 1,744,509	26.5%	16.5%
<i>Employee Benefits</i>	\$ 706,987	\$ 704,562	10.7%	-0.3%
<i>Supplies</i>	\$ 690,686	\$ 611,645	9.3%	-11.4%
<i>Services</i>	\$ 3,003,605	\$ 3,503,723	53.2%	16.7%
<i>Capital Outlays</i>	\$ 9,050	\$ 21,408	0.3%	136.6%
<i>Transfers Out</i>	\$ -	\$ -	0.0%	0.0%
Total Uses =	\$ 5,908,296	\$ 6,585,847		11.5%

Proposed 2025-2026 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Parks & Public Works Director	0.20	-	0.20
Deputy Parks & Public Works Director/City Engineer	0.00	0.18	0.18
Administrative Specialist (L1-L3)	0.20	-	0.20
GIS Analyst	0.00	0.45	0.45
Parks & Streets Superintendent	1.00	-	1.00
Park & Street Maintenance Technician (L1-L3)	6.00	-	6.00
Total Staffing Count =	7.40	0.63	8.03

Major Changes/Additions:

- **GIS Analyst** (Ongoing) (2025: +\$76,664, 2026: +\$80,080)
 - This addition does not represent an increase in full-time equivalent positions (FTEs), but rather a budgetary shift to match the GIS Analyst position with its related management and operational structure. During the 2023-2024 biennium, this position was reassigned to the Parks and Public Works Department.
- **Deputy Parks & Public Works Director** (Ongoing) (2025: +\$38,097), 2026: +\$40,547)
 - This addition does not represent an increase in FTEs, but rather a budgetary shift to match the Deputy Parks & Public Works Director position with its related management and operational structure.
- **Internal Service Charges** (Ongoing) (2025: +\$227,542, 2026: +\$213,544)
 - This does not represent a change in Parks and Streets Maintenance operations, but rather in how internal service charges are allocated to each department. Internal service charges are tied to various drivers and depend on the expenditure levels of the service departments. In addition, the methodology for costing vehicles was updated resulting in Equipment Replacement and Repair charge increases to the departments.

Community Development

Description:

The Community Development Department, which is composed of planning, building, and events, works to secure Snoqualmie's future as a livable, inspiring, vibrant, and equitable community. As stewards of Snoqualmie's vision for long-term growth, community character, and economic vitality, the Department engages multiple stakeholders to foster mutual learning, investment, and collaboration.

Core Services:

- Facilitate decision-making on land use and zoning issues, under the advisement of the Planning Commission, and in conformance with the adopted Comprehensive Plan and Zoning Ordinance(s).
- Facilitate the review and development of plans and projects in conformance with the Zoning Code, State Environmental Policy Act (SEPA), Shoreline Master Plan, Floodplain Ordinance, Snoqualmie Ridge Master Plan(s), Development Agreements, Parks, Open Space, and Recreation Plans, etc.

- Review and issue building permit applications and other development permits for grading, design review, historic preservation, variances, etc.
- Enforce the building code, inspect buildings, and manage the Fire Marshal program for the City.
- Manage economic development programs for the City under the advisement of the Economic Development Commission
- Manage art programs for the City under the advisement of the Arts Commission.
- Manage the lodging tax distribution program for the City under the advisement of the Lodging Tax Advisory Committee
- Lead in the development of environmental programs and provide the stewardship necessary to restore environmentally sensitive areas, support sustainability programs, reposition the City for renewable energy, tackle climate change, K4C, MSWMAC Solid Waste, etc.
- Manage large strategic capital projects in collaboration with other departments and agencies.
- Write, apply, and administer grants from multiple levels of government including the federal government, the State of Washington, and King County.

Proposed 2025-2026 Biennial Budget Uses:

	2023-24 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025-26 % Change
Uses				
<i>Salaries & Wages</i>	\$ 1,952,870	\$ 1,388,011	74.3%	-28.9%
<i>Employee Benefits</i>	\$ 890,909	\$ 573,563	30.7%	-35.6%
<i>Supplies</i>	\$ 36,314	\$ 37,213	2.0%	2.5%
<i>Services</i>	\$ 1,900,024	\$ 2,478,345	132.6%	30.4%
<i>Capital Outlays</i>	\$ -	\$ -	0.0%	0.0%
<i>Transfers Out</i>	\$ -	\$ -	0.0%	0.0%
Total Uses =	\$ 4,780,118	\$ 4,477,132		-6.3%

Proposed 2025-2026 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Community Development Director	1.00	-	1.00
Building Official	1.00	-	1.00
Senior Planner	1.00	-	1.00
Associate Planner	0.00	1.00	1.00
Assistant Planner	0.00	-	0.00
Administrative Specialist (L1-L3)	2.00	(1.00)	1.00
Community Liaison	1.00	-	1.00
Total Staffing Count =	6.00	-	6.00

Major Changes/Additions:

- **Community Development Department Staffing Changes** (Ongoing) (2025: +\$34,914, 2026: +\$33,741)
 - The Community Development Department is seeking to reorganize by reclassifying an Administrative Specialist into an Associate Planner. This change will consolidate administrative duties with one position in the department and ensure the City has two planners to support Council priorities, including enhancing livability and encouraging economic vibrancy.

Non-Departmental

Description:

The Non-Departmental portion of the General Fund supports City-wide efforts that cannot be prescribed to a department. This includes things like subscriptions and membership dues, environmental sustainability projects, human service awards, City contracted services such as municipal court services, public prosecutor services, and public defender services, as well as transfers out to various other funds.

Proposed 2025-2026 Biennial Budget Uses:

	2023-24 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025-26 % Change
Uses				
<i>Salaries & Wages</i>	\$ -	\$ -	0.0%	0.0%
<i>Employee Benefits</i>	\$ 759	\$ -	0.0%	-100.0%
<i>Supplies</i>	\$ -	\$ 32,500	1.7%	0.0%
<i>Services</i>	\$ 1,528,418	\$ 1,611,983	86.3%	5.5%
<i>Capital Outlays</i>	\$ -	\$ 5,250	0.3%	0.0%
<i>Transfers Out</i>	\$ 2,724,707	\$ 218,699	11.7%	-92.0%
Total Uses =	\$ 4,253,884	\$ 1,868,432		-56.1%



Managerial Funds

Arts Activities Fund (#012)

Description:

Ordinance 913 provides for establishment of an arts fund to acquire and display art works in public buildings constructed by the City. The ordinance directs that 1% of the construction cost of qualifying public works buildings be transferred into the fund. In addition, the General Fund (#001) makes a \$10,000 annual contribution to the fund to support the work of the Arts Commission.

Proposed 2025-2026 Biennial Budget Sources, Uses, and Fund Balance:

	2023-24	2025-2026	%	2023-24 to 2025-26
	Biennial Budget	Proposed Budget	of Total	% Change
Beginning Fund Balance	\$ 48,578	\$ 50,739		
Sources				
<i>Charges for Goods & Services</i>	\$ 1,000	\$ -	0.0%	-100.0%
<i>Miscellaneous Revenues</i>	\$ 1,319	\$ 1,850	3.0%	40.3%
<i>Transfers In</i>	\$ 77,992	\$ 60,770	97.0%	-22.1%
Total Sources =	\$ 80,311	\$ 62,620		-22.0%
Uses				
<i>Supplies</i>	\$ 12,000	\$ 12,456	16.5%	3.8%
<i>Services</i>	\$ 28,000	\$ 28,603	37.9%	2.2%
<i>Capital Outlays</i>	\$ 57,992	\$ 34,510	45.7%	-40.5%
Total Uses =	\$ 97,992	\$ 75,569		-22.9%
Sources Over (Under) Uses =	\$ (17,681)	\$ (12,949)		
Ending Fund Balance	\$ 30,897	\$ 37,790		

North Bend Police Services Fund (#014)

Description:

The City of Snoqualmie provides the City of North Bend with police services under an interlocal agreement signed on May 14, 2019, and amended on January 18, 2023. Consequently, a separate fund was established to track the cost of the service and the fee received from North Bend. The City is currently in the process of renegotiating the agreement with North Bend.

Proposed 2025-2026 Biennial Budget Sources, Uses, and Fund Balance:

	2023-24 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025- 26 % Change
Beginning Fund Balance	\$ 244,924	\$ 37,788		
Sources				
<i>Intergovernmental Revenues</i>	\$ 37,500	\$ -	0.0%	-100.0%
<i>Charges for Goods & Services</i>	\$ 4,995,282	\$ 8,220,000	100.0%	64.6%
<i>Miscellaneous Revenues</i>	\$ 3,700	\$ 3,330	0.0%	-10.0%
Total Sources =	\$ 5,036,482	\$ 8,223,330		63.3%
Uses				
<i>Salaries & Wages</i>	\$ 2,916,525	\$ 3,676,102	44.7%	26.0%
<i>Employee Benefits</i>	\$ 1,174,555	\$ 1,340,956	16.3%	14.2%
<i>Supplies</i>	\$ 158,400	\$ 231,342	2.8%	46.0%
<i>Services</i>	\$ 989,426	\$ 2,970,837	36.1%	200.3%
Total Uses =	\$ 5,238,906	\$ 8,219,237		56.9%
Sources Over (Under) Uses =	\$ (202,424)	\$ 4,093		
Ending Fund Balance	\$ 42,500	\$ 41,881		

Proposed 2025-2026 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Police Chief	0.12	0.23	0.35
Police Captain	0.12	0.23	0.35
Administrative Specialist (L1-L3)	1.00	1.00	2.00
Police Sergeant	2.00	-	2.00
Administrative Sergeant	0.00	0.35	0.35
Detective	0.00	0.35	0.35
Police Officer	8.00	-	8.00
School Resource Officer	0.00	0.15	0.15
Support Officer	0.50	(0.15)	0.35
Mental Health Professional & Community Co-Responder (L1-L2)	0.40	(0.05)	0.35
Total Staffing Count =	12.14	2.11	14.25

Major Changes/Additions:

- **Additional Administrative Specialist** (Ongoing) (2025: +\$124,640, 2026: +\$135,375)
 - The new Administrative Specialist position will help the police department step closer toward accreditation, support higher levels of service for public records requests, and improve evidence maintenance processes.
- **Personnel Adjustment within the Police Services Contract** (Ongoing) (2025: +\$222,240, 2026: +\$231,852)
 - This change does not represent an increase in full-time equivalent positions (FTEs) within the City, but rather a shift toward a more equitable distribution of employees within the Police Department, resulting in a net 1.11 increase in FTEs for North Bend.
- **Internal Service Charges within the Police Services Contract** (Ongoing) (2025: +\$936,832, 2026: +\$936,443)
 - Internal service charges, including administration, insurance, facilities, police vehicles, vehicles, and information technology have not been fully charged under the North Bend police services agreement. This change represents an adjustment to the portion of internal services paid for by North Bend up from the annual historical amount of \$70,000 to the rate charged to all other Snoqualmie funds.

Deposits Reimbursement Control Fund (#018)

Description:

This fund is used to hold and account for various types of damage and security deposits that are not related to utility or capital projects, or for certain other special purposes, until they are either refunded to the payee or retained by the City. The types of deposits held in this fund typically include damage deposits, security deposits, bid deposits and certain types of development-related deposits. These deposits used to be held in a special non-budgeted fund, since the money held in it does not technically belong to the City. Due to recent changes in governmental accounting standards, the State Auditor's Office now directs that these types of deposits be accounted for in the fund most closely related to their business purpose. Deposits of these types are deemed to be held more for the benefit of the City than for the benefit of the depositor.

Proposed 2025-2026 Biennial Budget Sources, Uses, and Fund Balance:

	2023-24 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025-26 % Change
Beginning Fund Balance	\$ 21,266	\$ 21,266		
Sources				
<i>Miscellaneous Revenues</i>	\$ 716	\$ 1,110	2.7%	55.0%
<i>Other Increases in Resources</i>	\$ 20,000	\$ 40,000	97.3%	100.0%
Total Sources =	\$ 20,716	\$ 41,110		98.4%
Uses				
<i>Refundable Deposits Disbursed</i>	\$ 20,716	\$ 62,376	100.0%	201.1%
Total Uses =	\$ 20,716	\$ 62,376		201.1%
Sources Over (Under) Uses =	\$ -	\$ (21,266)		
Ending Fund Balance	\$ 21,266	\$ -		

School Impact Fee Fund (#020)

Description:

This fund is used to receive and remit impact fees collected for the Snoqualmie Valley School District. The impact fees are related to construction and development and the amount of the fee is determined by the school district. The City does not retain any of these fees.

Proposed 2025-2026 Biennial Budget Sources, Uses, and Fund Balance:

	2023-24 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025-26 % Change
Beginning Fund Balance	\$ -	\$ -		
Sources				
<i>Charges for Goods & Services</i>	\$ -	\$ 400,000	100.0%	0.0%
<i>Miscellaneous Revenues</i>	\$ -	\$ -	0.0%	0.0%
Total Sources =	\$ -	\$ 400,000		0.0%
Uses				
<i>Refundable Deposits Disbursed</i>	\$ -	\$ 400,000	100.0%	0.0%
Total Uses =	\$ -	\$ 400,000		0.0%
Sources Over (Under) Uses =	\$ -	\$ -		
Ending Fund Balance	\$ -	\$ -		



Special Revenue Funds

Special revenue funds are used to account for and report the proceeds and uses of specific revenue sources that are restricted or committed to expenditures for specific purposes other than debt service or capital projects.

Tourism Promotion Fund (#110)

Description:

This fund records receipts from hotel/motel or lodging taxes. These receipts are a “diversion” of the state component of sales tax attributed to hotel/motel room rentals. The funds are dedicated to

tourism promotion. The City's Lodging Tax Advisory Committee reviews applications from organizations and makes final recommendations on how to spend the taxes received.

Proposed 2025-2026 Biennial Budget Sources, Uses, and Fund Balance:

	2023-24 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025-26 % Change
Beginning Fund Balance	\$ 147,700	\$ 9,866		
Sources				
<i>Taxes</i>	\$ 276,000	\$ 68,107	100.0%	-75.3%
<i>Miscellaneous Revenues</i>	\$ 3,791	\$ -	0.0%	-100.0%
Total Sources =	\$ 279,791	\$ 68,107		-75.7%
Uses				
<i>Services</i>	\$ 350,000	\$ 60,000	100.0%	-82.9%
Total Uses =	\$ 350,000	\$ 60,000		-82.9%
Sources Over (Under) Uses =	\$ (70,209)	\$ 8,107		
Ending Fund Balance	\$ 77,491	\$ 17,973		

Drug Enforcement Fund (#118)

Description:

The Drug Enforcement Fund was established to collect proceeds from the sale of confiscated and/or forfeited property seized as a result of criminal drug activity. A portion of the proceeds are required to be forwarded to the State of Washington to support the operation of the State Patrol Crime Lab. The proceeds that are retained by the City must be used to support drug enforcement activities, including acquisition of specialized police equipment. Funds are also used for undercover operations.

Proposed 2025-2026 Biennial Budget Sources, Uses, and Fund Balance:

	2023-24 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025-26 % Change
Beginning Fund Balance	\$ 10,200	\$ 39,085		
Sources				
<i>Miscellaneous Revenues</i>	\$ 10,344	\$ 1,710	100.0%	-83.5%
Total Sources =	\$ 10,344	\$ 1,710		-83.5%
Uses				
<i>Supplies</i>	\$ 344	\$ 3,000	100.0%	772.1%
<i>Refundable Deposits Disbursed</i>	\$ 10,000	\$ -	0.0%	-100.0%
Total Uses =	\$ 10,344	\$ 3,000		-71.0%
Sources Over (Under) Uses =	\$ -	\$ (1,290)		
Ending Fund Balance	\$ 10,200	\$ 37,795		

Opioid Settlement Fund (#123)

Description:

The Opioid Settlement Fund was established as a result of a lawsuit brought by the Washington State Attorney General's Office against companies that fueled the opioid public health crisis. The resultant funds must be spent on Opioid remediation. Snoqualmie began receiving settlement funds in 2023 and payments may continue until 2040.

Proposed 2025-2026 Biennial Budget Sources, Uses, and Fund Balance:

	2023-24 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025-26 % Change
Beginning Fund Balance	\$ -	\$ 36,172		
Sources				
<i>Miscellaneous Revenues</i>	\$ 35,121	\$ 32,698	100.0%	-6.9%
Total Sources =	\$ 35,121	\$ 32,698		-6.9%
Uses				
<i>Supplies</i>	\$ -	\$ -	0.0%	0.0%
<i>Services</i>	\$ -	\$ -	0.0%	0.0%
Total Uses =	\$ -	\$ -		0.0%
Sources Over (Under) Uses =	\$ 35,121	\$ 32,698		
Ending Fund Balance	\$ 31,293	\$ 68,870		

Affordable Housing Fund (#131)

Description:

The Affordable Housing Fund was established to collect proceeds from an affordable housing sales tax credit from the State of Washington and a 0.1% housing and related services sales tax. The credit does not increase the tax rate for consumers but instead shares a portion of the state sales tax with cities, towns, and counties. The sales tax credit can be used for the acquisition, rehabilitation, or construction of affordable housing, the operation and maintenance of such housing units, or to provide rental assistance to tenants below a certain median income threshold. The 0.1% sales tax may be used similarly or to support behavioral health treatment programs and services.

Proposed 2025-2026 Biennial Budget Sources, Uses, and Fund Balance:

	2023-24 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025-26 % Change
Beginning Fund Balance	\$ 898,936	\$ 1,725,925		
Sources				
<i>Taxes</i>	\$ 748,000	\$ 733,760	90.2%	-1.9%
<i>Intergovernmental Revenues</i>	\$ 180,000	\$ -	0.0%	-100.0%
<i>Miscellaneous Revenues</i>	\$ 30,242	\$ 79,466	9.8%	162.8%
Total Sources =	\$ 958,242	\$ 813,226		-15.1%
Uses				
<i>Services</i>	\$ 132,000	\$ -	0.0%	-100.0%
Total Uses =	\$ 132,000	\$ -		-100.0%
Sources Over (Under) Uses =	\$ 826,242	\$ 813,226		
Ending Fund Balance	\$ 1,725,178	\$ 2,539,151		

Home Elevation Fund (#144)

Description:

The Home Elevations Fund was established to receive funds on behalf of a program created by King County Flood Control District to support homeowners in flood-prone areas. The program supports raising the finished floor of a home above the 100-year flood elevation, reducing the threat of future damage or home buyouts where more significant flood risk exists. County funding is received into this fund and passed on to approved homeowners.

Proposed 2025-2026 Biennial Budget Sources, Uses, and Fund Balance:

	2023-24 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025-26 % Change
Beginning Fund Balance	\$ -	\$ -		
Sources				
<i>Intergovernmental Revenues</i>	\$ 1,468,000	\$ 500,000	100.0%	-65.9%
<i>Miscellaneous Revenues</i>	\$ 15,121	\$ -	0.0%	-100.0%
Total Sources =	\$ 1,483,121	\$ 500,000		-66.3%
Uses				
<i>Services</i>	\$ -	\$ 500,000	100.0%	0.0%
Total Uses =	\$ -	\$ 500,000		0.0%
Sources Over (Under) Uses =	\$ 1,483,121	\$ -		
Ending Fund Balance	\$ 1,483,121	\$ -		



Governmental Capital Funds

Non-Utilities Capital Fund (#310)

Description:

The Non-Utilities Capital Fund appropriates funds for the acquisition or improvement of long-term park, transportation, and facility infrastructure with a useful life greater than one year over the biennium. On July 8, 2024, Council adopted the 2025-2030 Capital Improvement Plan (CIP). The first two years of the plan have been incorporated into this fund for the 2025-2026 Biennial Budget.

Proposed 2025-2026 Biennial Budget Sources, Uses, and Fund Balance:

	2023-24 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025-26 % Change
Beginning Fund Balance	\$ 20,100,000	\$ 20,095,791		
Sources				
<i>Taxes</i>	\$ 5,445,154	\$ 6,809,000	34.8%	25.0%
<i>Intergovernmental Revenues</i>	\$ 12,974,950	\$ 9,901,208	50.7%	-23.7%
<i>Miscellaneous Revenues</i>	\$ 515,246	\$ 2,334,000	11.9%	353.0%
<i>Other Increases in Resources</i>	\$ 2,500,000	\$ 500,000	2.6%	-80.0%
Total Sources =	\$ 21,435,350	\$ 19,544,208		-8.8%
Uses				
<i>Salaries & Wages</i>	\$ 496,345	\$ 654,617	1.8%	31.9%
<i>Employee Benefits</i>	\$ 199,659	\$ 266,910	0.7%	33.7%
<i>Supplies</i>	\$ -	\$ -	0.0%	0.0%
<i>Services</i>	\$ 11,038,994	\$ 2,054,553	5.5%	-81.4%
<i>Capital Outlays</i>	\$ 27,745,208	\$ 34,125,125	91.4%	23.0%
<i>Debt Service</i>	\$ 174,000	\$ 174,000	0.5%	0.0%
<i>Transfers Out</i>	\$ 57,992	\$ 40,770	0.1%	-29.7%
Total Uses =	\$ 39,712,198	\$ 37,315,975		-6.0%
Sources Over (Under) Uses =	\$ (18,276,848)	\$ (17,771,767)		
Ending Fund Balance	\$ 1,823,152	\$ 2,324,024		

Proposed 2025-2026 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Parks & Public Works Director	0.13	-	0.13
Administrative Specialist (L1-L3)	0.13	-	0.13
CIP Project Manager	1.00	(0.50)	0.50
Engineer	0.75	0.75	1.50
Total Staffing Count =	2.00	0.25	2.25

Major Changes/Additions:

- **Employee Distribution** (Ongoing) (2025: +\$56,228, 2026: +\$55,922)

- o The number of employees working within Non-Utility and Utility Capital has not changed. However, the City opted for a more equitable distribution of labor costs between the two capital funds. This results in a 0.25 full-time equivalent position increase for the Non-Utilities Capital Fund.

ERP Project Fund Fund (#350)

Description:

This capital fund, created in 2023, tracks revenues and expenditures related to the new Tyler Munis Enterprise Resource Planning (ERP) system which is currently being implemented across the City. This fund is intended to be closed at the end of the 2025-2026 biennium, when the ERP is presumed to be fully implemented.

Proposed 2025-2026 Biennial Budget Sources, Uses, and Fund Balance:

	2023-24 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025-26 % Change
Beginning Fund Balance	\$ -	\$ 483,958		
Sources				
<i>Taxes</i>	\$ 344,145	\$ -	0.0%	-100.0%
<i>Intergovernmental Revenues</i>	\$ 16,117	\$ -	0.0%	-100.0%
<i>Miscellaneous Revenues</i>	\$ -	\$ 16,000		
<i>Transfers In</i>	\$ 1,021,400	\$ 150,000		
Total Sources =	\$ 1,381,662	\$ 166,000		-88.0%
Uses				
<i>Salaries & Wages</i>	\$ 142,606	\$ -	0.0%	-100.0%
<i>Employee Benefits</i>	\$ 40,584	\$ -	0.0%	-100.0%
<i>Supplies</i>	\$ 88,500	\$ -	0.0%	-100.0%
<i>Services</i>	\$ 950,898	\$ 649,958	100.0%	-31.6%
<i>Capital Outlays</i>	\$ 9,075	\$ -	0.0%	-100.0%
Total Uses =	\$ 1,231,663	\$ 649,958		-47.2%
Sources Over (Under) Uses =	\$ 149,999	\$ (483,958)		
Ending Fund Balance	\$ 149,999	\$ -		

Major Changes/Additions:

- **Consultant Support** (One-time) (2025: +150,000)
 - The Utility Billing module of the ERP will be implemented during 2023. This is the first outward-facing segment of the ERP, and it has complex aspects that will require multi-disciplinary skills. The City will utilize a consultant who has experience in integrating utilities with Tyler's ERP system. This expenditure is being funded by the utilities.



Enterprise Funds

Enterprise funds may be used to account for any activity for which a fee is charged to external users of goods and services. Enterprise funds are required to be used for any activity whose principal source of revenue is pledged to the repayment of revenue-type debt, if there is a legal requirement that all costs must be recovered through user fees, or when a government establishes a policy to recover all costs of an activity through user fees.

Enterprise Funds Resources Summary:

The City of Snoqualmie operates three enterprise utilities: water, wastewater, and stormwater. The primary source of revenue generated by all three utilities are utility fees ("rates"). Utility rates are set by Council and were last adopted in May of 2021 for a six-year period (2021-2026). In December of 2023 rates were adjusted for 2024 as part of a utility fiscal health study. The City is currently undergoing a four-year rate study for 2025 to 2028 wherein rates are expected to rise. Changes in utility rates may differ between customer class and the utility involved. For an average resident¹ in Snoqualmie, the following table estimates the increase in a monthly utility bill for a mid-range utility-rate scenario, using a mix of debt and customer rates to fund capital projects.

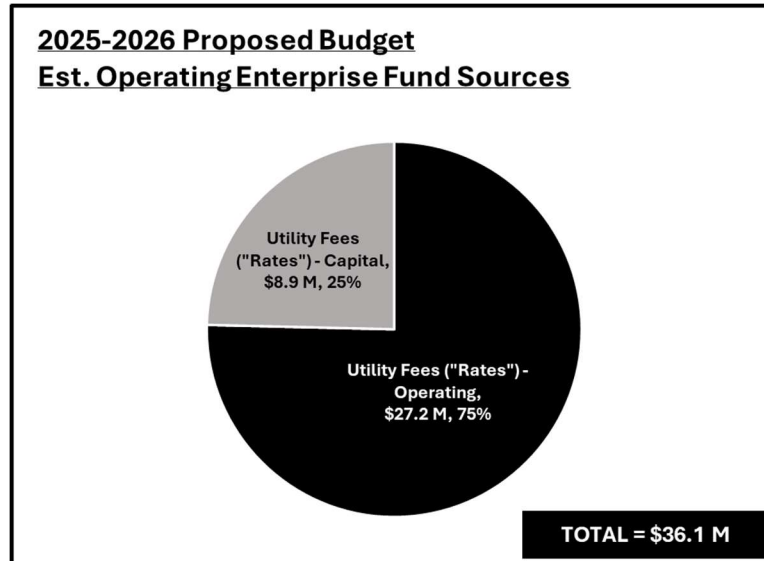
Combined Utilities	Existing	2025	2026	2027	2028	2029	2030
Avg. Residential Monthly Bill	\$ 177.46	\$ 202.01	\$ 230.80	\$ 264.63	\$ 273.02	\$ 282.03	\$ 288.34
\$ Monthly Difference		\$ 24.55	\$ 28.78	\$ 33.83	\$ 8.39	\$ 9.01	\$ 6.31
Overall Increase		13.84%	14.25%	14.66%	3.17%	3.30%	2.24%
New Debt Proceeds		\$ 9,060,000	\$ -	\$ 3,150,000	\$ -	\$ 8,900,000	\$ -

Note: Water bill is based on a 3/4" meter and 7ccf of usage

In total, the operating enterprise funds are expected to generate \$36.1 million in revenue over the next biennium, with revenue assumptions based on the new utility costing model currently under

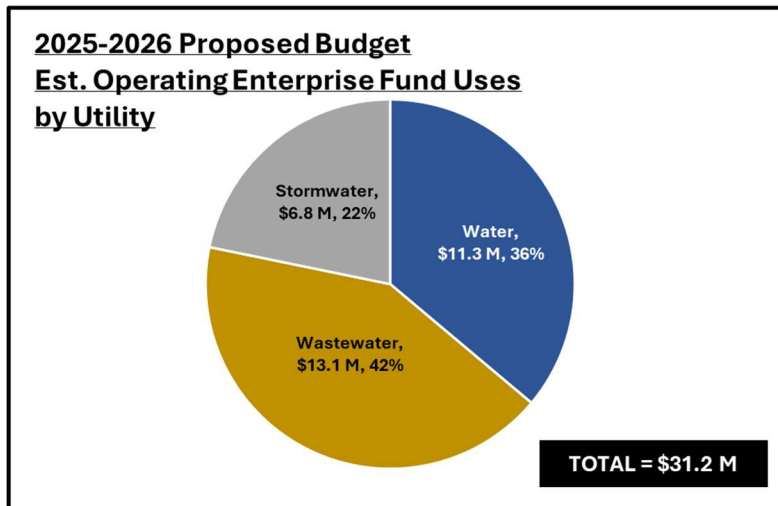
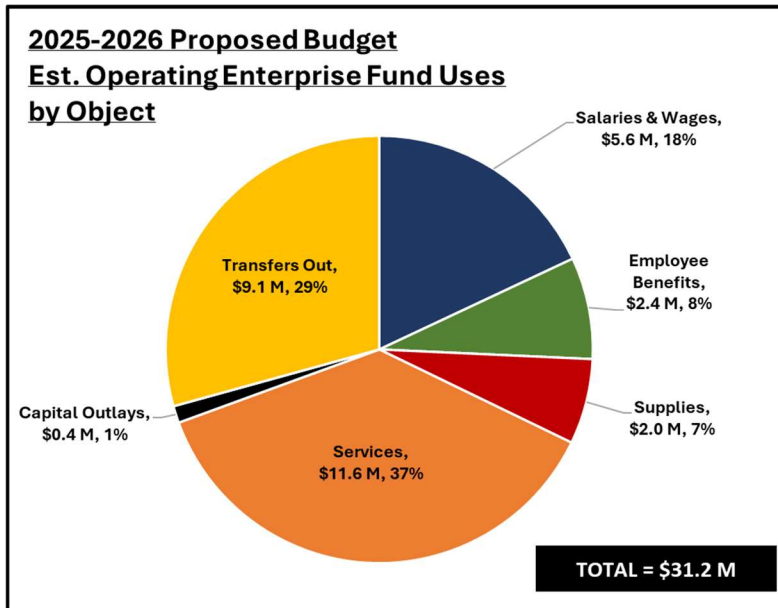
¹ Assumes a 3/4" meter, 7 centum cubic feet of monthly water usage, and 1 equivalent service unit (ESU).

development. This is approximately a 21.4% increase over the amount collected during the 2023-2024 biennium. Of the revenue expected to be collected during the next biennium, roughly \$8.9 million will fund the capital needs of the utilities and \$27.2 million will support utility operations.



Enterprise Funds Uses Summary:

During the 2025-2026 biennium, the three operating enterprise funds (Water Operations Fund (#401), Wastewater Operations Fund (#402), Stormwater Operations Fund (#403)) are expected to spend \$31.2 million, which includes \$8.9 million in transfers to the Utilities Capital Fund (#417) to pay for capital improvements and debt service and \$0.2 million in transfers to the ERP Project Fund (#350). The following two charts break out the anticipated spending by object and utility.



Water Operations Fund (#401)

Description:

The Water Operations Fund is composed of the Water Division of the Parks and Public Works Department. The Division provides the management and maintenance necessary to deliver high quality drinking water to the residents and businesses of Snoqualmie. Through a reliable collection,

treatment, and distribution system, the City is able to supply clean and readily available water in support of a healthy and vibrant community.

Core Services:

- Collect water from spring and local sources and convey to a treatment plant.
- Treat the water removing any contaminants through effective means and technology.
- Test samples constantly to ensure and maintain compliance with federal and state standards.
- Clean, repair, and inspect collection mains, booster pump stations, pressure reducing valve stations, and other essential facilities to maintain the satisfactory distribution of water, at the proper pressure, to residents and businesses.
- Install and maintain water meters.
- Maintain adequate fire flow and ensure the proper replacement of fire hydrants.
- Monitor the supervisory control system to ensure system functionality and respond in a timely fashion to issues that may arise.
- Maintain and calibrate the irrigation system to support the health and vibrancy of City-owned parks, City-owned rights-of-way, and privately owned landscaping.

Proposed 2025-2026 Biennial Budget Sources, Uses, and Fund Balance:

	2023-24 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025-26 % Change
Beginning Fund Balance	\$ 1,635,856	\$ 2,258,252		
Sources				
<i>Licenses & Permits</i>	\$ 6,770	\$ 7,182	0.1%	6.1%
<i>Charges for Goods & Services</i>	\$ 10,638,437	\$ 12,167,834	99.6%	14.4%
<i>Miscellaneous Revenues</i>	\$ 50,427	\$ 44,350	0.4%	-12.1%
Total Sources =	\$ 10,695,634	\$ 12,219,366		14.2%
Uses				
<i>Salaries & Wages</i>	\$ 1,614,541	\$ 1,946,996	17.3%	20.6%
<i>Employee Benefits</i>	\$ 775,435	\$ 914,990	8.1%	18.0%
<i>Supplies</i>	\$ 712,585	\$ 930,915	8.3%	30.6%
<i>Services</i>	\$ 3,654,493	\$ 4,220,488	37.4%	15.5%
<i>Capital Outlays</i>	\$ 42,329	\$ 133,900	1.2%	216.3%
<i>Transfers Out</i>	\$ 4,584,774	\$ 3,136,411	27.8%	-31.6%
Total Uses =	\$ 11,384,157	\$ 11,283,700		-0.9%
Sources Over (Under) Uses =	\$ (688,524)	\$ 935,666		
Ending Fund Balance	\$ 947,332	\$ 3,193,918		

Proposed 2025-2026 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Parks & Public Works Director	0.15	-	0.15
Deputy Parks & Public Works Director/City Engineer	0.20	-	0.20
Administrative Specialist (L1-L3)	0.15	0.40	0.55
GIS Analyst	0.00	0.20	0.20
Water Superintendent	1.00	-	1.00
Water Maintenance Technician (L1-L3)	5.00	-	5.00
Irrigation Maintenance Technician (L2-L3)	1.00	-	1.00
Total Staffing Count =	7.50	0.60	8.10

Major Changes/Additions:

- **0.4 Utility Administrative Specialist** (Ongoing) (2025: +\$50,952, 2026: +\$55,072)
 - This position is designed to provide dedicated support to the utilities, which currently share one Administrative Specialist position between 7 divisions and 37 employees in the Parks and Public Works Department. The position is currently being contemplated within the 2025-2028 utility rate schedule.
 -
- **GIS Analyst** (Ongoing) (2025: +\$34,073, 2026: +\$35,591)
 - This addition does not represent an increase in full-time equivalent positions (FTEs), but rather a budgetary shift to match the GIS Analyst position with its related management and operational structure. During the 2023-2024 biennium, this position was reassigned to the Parks and Public Works Department.
- **Phased in Replacement of Maxicom Components** (Ongoing) (2025: +\$40,000, 2026: +\$36,000)
 - The Maxicom sprinkler and irrigation system controls are outdated and not well supported. This update will reduce and potentially eliminate the need for a system controller consultant while giving City staff greater internal control.
- **Internal Service Charges** (Ongoing) (2025: +\$301,093, 2026: +\$254,430)
 - This does not represent a change in Water operations, but rather in how internal service charges are allocated to each department. Internal service charges are tied to various drivers and depend on the expenditure levels of the service departments. In addition, the methodology for costing vehicles was updated resulting in Equipment Replacement and Repair charge increases to the departments.
- **Pick-Up Truck** (One-time) (2025: +\$133,900)
 - The Water Division needs one vehicle to support routine maintenance for water treatment and distribution. This heavy-duty truck will be added into the Equipment

Replacement and Repair Fund's replacement schedule and will increase the annual internal service fee charged for vehicle maintenance and the eventual purchase of a new vehicle once the truck has reached its service life.

Wastewater Operations Fund (#402)

Description:

The Wastewater Operations Fund is composed of the Wastewater Division of the Parks and Public Works Department. The Division provides the management and maintenance necessary to deliver a reliable system for the collection, conveyance, and treatment of sewage from residential and commercial users. The service provided ensures that residents and businesses can enjoy a personally clean, hygienic, and sanitary life free from diseases and contamination.

Core Services:

- Clean, repair, and inspect collection mains, lift stations, and other essential facilities to maintain the satisfactory conveyance of sewage to the treatment plant.
- Treat the sewage entering the treatment plant through effective means and technology to separate solids from water.
- Treat the solids and water effectively before transport or discharge.
- Test samples constantly to ensure and maintain compliance with federal and state standards.
- Monitor the supervisory control system to ensure plant functionality and respond in a timely fashion to issues that may arise.

Proposed 2025-2026 Biennial Budget Sources, Uses, and Fund Balance:

	2023-24 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025-26 % Change
Beginning Fund Balance	\$ 786,844	\$ 819,934		
Sources				
<i>Charges for Goods & Services</i>	\$ 13,130,317	\$ 16,960,209	99.7%	29.2%
<i>Miscellaneous Revenues</i>	\$ 31,086	\$ 42,610	0.3%	37.1%
Total Sources =	\$ 13,161,403	\$ 17,002,819		29.2%
Uses				
<i>Salaries & Wages</i>	\$ 1,689,630	\$ 2,266,396	17.2%	34.1%
<i>Employee Benefits</i>	\$ 764,773	\$ 888,470	6.8%	16.2%
<i>Supplies</i>	\$ 588,902	\$ 824,590	6.3%	40.0%
<i>Services</i>	\$ 4,121,444	\$ 4,859,607	37.0%	17.9%
<i>Capital Outlays</i>	\$ 13,850	\$ -	0.0%	-100.0%
<i>Transfers Out</i>	\$ 5,983,911	\$ 4,307,351	32.8%	-28.0%
Total Uses =	\$ 13,162,510	\$ 13,146,414		-0.1%
Sources Over (Under) Uses =	\$ (1,107)	\$ 3,856,405		
Ending Fund Balance	\$ 785,737	\$ 4,676,339		

Proposed 2025-2026 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Parks & Public Works Director	0.10	-	0.10
Deputy Parks & Public Works Director/City Engineer	0.20	(0.08)	0.13
Administrative Specialist (L1-L3)	0.10	0.40	0.50
GIS Analyst	0.00	0.20	0.20
Wastewater Superintendent	1.00	-	1.00
Wastewater Lead (L4)	1.00	-	1.00
Wastewater Industrial Maintenance Technician L3	1.00	-	1.00
Wastewater Laboratory Analyst L3	1.00	-	1.00
Wastewater Operator (L1-L3)	3.00	1.00	4.00
Total Staffing Count =	7.40	1.53	8.93

Major Changes/Additions:

- **Wastewater Operator** (Ongoing) (2025: +\$117,797, 2026: +\$127,996)
 - o The purpose of this position is to support the operational functioning of the wastewater collection and treatment facilities during assigned shifts and in

emergency situations. This addition is in accordance with the General Sewer Plan, which calls for the addition of 1.2 full-time positions to maintain the condition of the wastewater system. The position is proposed within the 2025-2028 utility rate schedule under current consideration by Council.

- **0.4 Utility Administrative Specialist** (Ongoing) (2025: +\$50,952, 2026: +\$55,072)
 - This position is designed to provide dedicated support to the utilities, which currently share one Administrative Specialist position between 7 divisions and 37 employees in the Parks and Public Works Department. The position is currently being contemplated within the 2025-2028 utility rate schedule.
- **GIS Analyst** (Ongoing) (2025: +\$34,073, 2026: +\$35,591)
 - This addition does not represent an increase in full-time equivalent positions (FTEs), but rather a budgetary shift to match the GIS Analyst position with its related management and operational structure. During the 2023-2024 biennium, this position was reassigned to the Parks and Public Works Department.
- **Deputy Parks & Public Works Director** (Ongoing) (2025: -\$16,932), 2026: -\$18,021)
 - This addition does not represent a decrease in FTEs, but rather a budgetary shift to match the Deputy Parks & Public Works Director position with its related management and operational structure.
- **Internal Service Charges** (Ongoing) (2025: +\$168,782, 2026: +\$126,106)
 - This does not represent a change in Wastewater operations, but rather in how internal service charges are allocated to each department. Internal service charges are tied to various drivers and depend on the expenditure levels of the service departments. In addition, the methodology for costing vehicles was updated resulting in Equipment Replacement and Repair charge increases to the departments.
- **Backup Pumps** (Ongoing) (2025: +\$60,000, 2026: +\$58,000)
 - In the event of a pump failure at sewer lift stations, backup pumps will prevent any system failure and allow the wastewater system to continue operating. These pumps can be specific to location and are not all interchangeable. This funding allows for the purchase of backup pumps at 6 locations. This item will be ongoing until backup pumps are purchased for all necessary locations.

Stormwater Operations Fund (#403)

Description:

The Stormwater Operations Fund is composed of the Stormwater & Urban Forestry Division of the Parks and Public Works Department. The Division provides the management and maintenance necessary to preserve storm drainage, catch basin, and water retention facilities critical for healthy streams, clean water, and a green environment. With an average rainfall of 60 inches annually, higher than in other areas around Puget Sound, the City of Snoqualmie maintains facilities to their highest standard in order to keep rain from washing pollutants into streams or from overwhelming drainage capacity. Ultimately, such efforts contribute to the wider regional goal of protecting the health and ecology of the Snoqualmie River and the Puget Sound.

Core Services:

- Clean and repair the storm drainage system to maintain satisfactory stormwater conveyance and water quality.
- Clean and maintain catch basins and/or retention ponds on an ongoing basis to remove pollutants and reduce flooding and stream erosion.
- Support the flood control efforts of the City by suggesting and/or analyzing changes to other sources of infrastructure such as the street network.
- Lead the effort in maintaining the City's National Pollutant Discharge Elimination System (NPDES) permit.
- Support the Urban Forestry Program with annual funding. The urban forest helps to filter and retain stormwater reducing the need for extensive grey and built infrastructure.

Proposed 2025-2026 Biennial Budget Sources, Uses, and Fund Balance:

	2023-24 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025-26 % Change
Beginning Fund Balance	\$ 984,709	\$ 588,834		
Sources				
<i>Charges for Goods & Services</i>	\$ 5,896,025	\$ 6,887,799	99.7%	16.8%
<i>Miscellaneous Revenues</i>	\$ 18,357	\$ 20,941	0.3%	14.1%
Total Sources =	\$ 5,914,382	\$ 6,908,740		16.8%
Uses				
<i>Salaries & Wages</i>	\$ 1,015,184	\$ 1,414,558	20.8%	39.3%
<i>Employee Benefits</i>	\$ 520,704	\$ 602,475	8.9%	15.7%
<i>Supplies</i>	\$ 254,073	\$ 262,125	3.9%	3.2%
<i>Services</i>	\$ 2,055,814	\$ 2,555,662	37.6%	24.3%
<i>Capital Outlays</i>	\$ -	\$ 267,800	3.9%	0.0%
<i>Transfers Out</i>	\$ 2,676,644	\$ 1,701,624	25.0%	-36.4%
Total Uses =	\$ 6,522,419	\$ 6,804,244		4.3%
Sources Over (Under) Uses =	\$ (608,037)	\$ 104,496		
Ending Fund Balance	\$ 376,672	\$ 693,330		

Proposed 2025-2026 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Parks & Public Works Director	0.10	-	0.10
Deputy Parks & Public Works Director/City Engineer	0.10	0.03	0.13
Administrative Specialist (L1-L3)	0.10	0.20	0.30
GIS Analyst	0.00	0.10	0.10
Stormwater & Urban Forestry Superintendent	1.00	-	1.00
Stormwater & Urban Forestry Maintenance Technician (L	4.00	-	4.00
Total Staffing Count =	5.30	0.33	5.63

Major Changes/Additions:

- 0.2 Utility Administrative Specialist** (Ongoing) (2025: +\$25,476, 2026: +\$27,536)
 - This position is designed to provide dedicated support to the utilities, which currently share one Administrative Specialist position between 7 divisions and 37 employees in the Parks and Public Works Department. The position is currently being contemplated within the 2025-2028 utility rate schedule.

- **GIS Analyst** (Ongoing) (2025: +\$17,036, 2026: +\$17,796)
 - This addition does not represent an increase in full-time equivalent positions (FTEs), but rather a budgetary shift to match the GIS Analyst position with its related management and operational structure. During the 2023-2024 biennium, this position was reassigned to the Parks and Public Works Department.
- **Internal Service Charges** (Ongoing) (2025: +252,573, 2026: +\$230,354)
 - This does not represent an increase in Stormwater and Urban Forestry operations, but rather in how internal service charges are allocated to each department. Internal service charges are tied to various drivers and depend on the expenditure levels of the service departments. In addition, the methodology for costing vehicles was updated resulting in Equipment Replacement and Repair charge increases to the departments.
- **Two Pick-Up Trucks** (One-time) (2025: +\$267,800)
 - The Stormwater and Urban Forestry Division needs two vehicles to support routine maintenance. These heavy-duty trucks will be added into the Equipment Replacement and Repair Fund's replacement schedule and will increase the annual internal service fee charged for maintenance and the eventual purchase of new vehicles once the trucks have reached their service lives.

Utilities Capital Fund (#417)

Description:

The Utilities Capital Fund appropriates funds for the acquisition or improvement of long-term utility (water, wastewater, and stormwater) infrastructure with a useful life greater than one year over the biennium. Council is currently in process of reviewing the Utility Rate Study, which is a core part of the 2025-2030 Utility Capital Improvement Plan (CIP). When these two elements are completed and approved, the first two years of the plan will be incorporated into this fund for the 2025-2026 Biennial Budget. The amounts shown in this section are rough estimates.

Proposed 2025-2026 Biennial Budget Sources, Uses, and Fund Balance:

	2023-24 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025-26 % Change
Beginning Fund Balance	\$ 19,400,000	\$ 4,015,287		
Sources				
<i>Intergovernmental Revenues</i>	\$ 1,884,000	\$ -	0.0%	-100.0%
<i>Miscellaneous Revenues</i>	\$ 10,174,089	\$ 1,988,201	10.0%	-80.5%
<i>Transfers In</i>	\$ 13,217,438	\$ 17,956,768	90.0%	35.9%
Total Sources =	\$ 25,275,527	\$ 19,944,969		-21.1%
Uses				
<i>Salaries & Wages</i>	\$ 863,444	\$ 766,691	4.1%	-11.2%
<i>Employee Benefits</i>	\$ 337,852	\$ 329,892	1.8%	-2.4%
<i>Supplies</i>	\$ -	\$ -	0.0%	0.0%
<i>Services</i>	\$ 6,965,275	\$ 1,663,369	8.8%	-76.1%
<i>Capital Outlays</i>	\$ 16,519,275	\$ 11,237,529	59.7%	-32.0%
<i>Debt Service</i>	\$ 4,817,000	\$ 4,823,800	25.6%	0.1%
<i>Transfers Out</i>	\$ 211,096	\$ -	0.0%	-100.0%
Total Uses =	\$ 29,713,942	\$ 18,821,281		-36.7%
Sources Over (Under) Uses =	\$ (4,438,415)	\$ 1,123,688		
Ending Fund Balance	\$ 14,961,586	\$ 5,138,975		

Proposed 2025-2026 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Parks & Public Works Director	0.25	-	0.25
Deputy Parks & Public Works Director/City Engineer	0.50	-0.26	0.25
Administrative Specialist (L1-L3)	0.25	-	0.25
CIP Project Manager	0.00	0.50	0.50
Engineer	2.25	-0.75	1.50
Total Staffing Count =	3.25	-0.51	2.75

Major Changes/Additions:

- **Employee Distribution** (Ongoing) (2025: -\$109,140, 2026: -\$112,238)
 - The number of employees working within Non-Utility and Utility Capital has not changed. However, the City opted for a more equitable distribution of labor costs between the two capital funds, also decreasing the amount that the Deputy Parks & Public Works Director was allocated to Utility Capital by 0.25. In total, this results in a 0.50 full-time equivalent position decrease for the Utility Capital Fund. Note that this results in a decrease in costs for the Utility Capital Fund.



Internal Service Funds

Internal service funds are used to account for services provided by one City department to another department of the City. They can also provide a mechanism for allocating common costs among the various departments of the City.

Equipment Replacement & Repair Fund (#501)

Description:

The Equipment Replacement and Repair Division maintains a “keep the City moving” commitment by providing safe and operable equipment at the lowest possible cost per mile. With over 125 vehicles and equipment, the division is able to keep multiple City departments responding to calls for service through strict preventative maintenance and proper replacement management. The work completed ensures that the City can provide quality, longer-lived assets, reducing the need to part with vehicles or equipment sooner than expected.

Core Services:

- Manage approximately \$13.8 million dollars’ worth of City assets through the repair and replacement of batteries, engines, transmissions, drive axles, brakes, tires, oil, etc.
- Maintain and replenish the inventory of high use parts on an as-needed basis.
- Manage and procure the replacement of all City vehicles and equipment.
- Manage the registration and insurance for all City vehicles and equipment.
- Support the City Clerk in the repair or replacement of vehicles or equipment damaged due to accidents.

- Support 4 insourcing programs including City of North Bend Police Services, the school resource officer, and the Coalition of Small Police Agencies.
- Outsource specialty vehicles and equipment for repair and maintenance such as large Fire Department apparatus.

Proposed 2025-2026 Biennial Budget Sources, Uses, and Fund Balance:

	2023-24 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025-26 % Change
Beginning Fund Balance	\$ 2,384,697	\$ 2,934,654		
Sources				
<i>Charges for Goods & Services</i>	\$ 2,993,346	\$ 2,763,162	50.1%	-7.7%
<i>Miscellaneous Revenues</i>	\$ 79,580	\$ 2,173,325	39.4%	2631.0%
<i>Other Increases in Resources</i>	\$ 140,000	\$ 190,000	3.4%	35.7%
<i>Transfers In</i>	\$ 514,388	\$ 390,000	7.1%	-24.2%
Total Sources =	\$ 3,727,314	\$ 5,516,487		48.0%
Uses				
<i>Salaries & Wages</i>	\$ 413,008	\$ 603,334	9.6%	46.1%
<i>Employee Benefits</i>	\$ 170,272	\$ 244,046	3.9%	43.3%
<i>Supplies</i>	\$ 823,130	\$ 812,060	13.0%	-1.3%
<i>Services</i>	\$ 505,489	\$ 1,116,353	17.8%	120.8%
<i>Capital Outlays</i>	\$ 1,744,225	\$ 3,483,949	55.7%	99.7%
Total Uses =	\$ 3,656,124	\$ 6,259,742		71.2%
Sources Over (Under) Uses =	\$ 71,190	\$ (743,255)		
Ending Fund Balance	\$ 2,455,887	\$ 2,191,399		

Proposed 2025-2026 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Parks & Public Works Director	0.05	-	0.05
Deputy Parks & Public Works Director/City Engineer	0.00	0.10	0.10
Administrative Specialist (L1-L3)	0.05	-	0.05
Fleet & Facilities Superintendent	0.50	0.25	0.75
Fleet Mechanic (L1-L3)	1.00	-	1.00
Total Staffing Count =	1.60	0.35	1.95

As a part of the 2025-2026 Biennial Budget, the City of Snoqualmie will be replacing or purchasing a number of new vehicles or pieces of equipment.

2025 Equipment Replacement List:

Count	Asset	Year	ID#	Department	Cost	Type
1	Ford Fusion	2015	2	Motor Pool	\$ 57,000	Replace
2	Ford Explorer	2020	105	Sno Police	\$ 98,664	Replace
3	Chev. Tahoe	2013	106	Sno Police	\$ 98,664	Replace
4	Ford Explorer	2020	107	NB Police	\$ 98,664	Replace
5	Ford Explorer	2020	109	Sno Police	\$ 98,664	Replace
6	Ford Explorer	2020	110	NB Police	\$ 98,664	Replace
7	Ford Explorer	2020	122	Sno Police	\$ 98,664	Replace
8	Chev. 2500 Pickup	2016	607	Fire & EM	\$ 107,700	Replace
9	Ford Aid Unit	2013	604	Fire & EM	\$ 368,750	Replace
10	Chev. Colorado	2012	501	P&PW (Stormwater)	\$ 56,650	Replace
11	Chev. 1 Ton Service	2003	232	P&PW (Water)	\$ 107,000	Replace
12	Chev. 3/4 Ton Utility	2004	455	P&PW (Water)	\$ 95,000	Replace
13	Onan Generator Set - 25KW	1995	G-2	P&PW (Wastewater)	\$ 257,500	Replace
14	Onan Trailer Mount Generator	1999	243	P&PW (Wastewater)	\$ 267,800	Replace
15	Ford F-250	2008	401	P&PW (Parks)	\$ 91,000	Replace
16	Toro 4100D Mower	2008	406	P&PW (Parks)	\$ 127,310	Replace
17	Toro 54" Walkbehind Mower	2020	433	P&PW (Parks)	\$ 13,100	Replace
18	Toro Infield Groomer	2007	412	P&PW (Parks)	\$ 21,250	Replace
19	DR Walkbehind Mower	2013	467	P&PW (Parks)	\$ 13,100	Replace
20	Onan Generator Set - 20KW	1998	G-3	Sno Police	\$ 80,350	Replace
21	Contingency for unforeseen cost increases or minor build change costs	N/A	N/A	N/A	\$ 81,500	Contingency
TOTAL =					\$ 2,336,994	

2026 Equipment Replacement List:

Count	Asset	Year	Asset	Department	Cost	Type
1	Chevy Colorado	2012	504	CD (Building)	\$ 58,350	Replace
2	Honda WB-30X Pump	2011	203	P&PW (Water)	\$ 4,300	Replace
3	Chevy Colorado	2012	502	P&PW (Water)	\$ 58,350	Replace
4	Onan Trailer-mount Gen. Set 250KW	1999	244	P&PW (Water)	\$ 275,850	Replace
5	Ford F-550 Service Truck	2000	236	P&PW (Wastewater)	\$ 148,500	Replace
6	Ford F-550 Service Truck	2009	227	P&PW (Streets)	\$ 170,000	Replace
7	BE Pressure Washer	2016	262	P&PW (Stormwater)	\$ 6,400	Replace
8	Ford F-350 Truck	2009	403	P&PW (Parks)	\$ 90,000	Replace
9	Toro Walkbehind 54" Mower	2021	409	P&PW (Parks)	\$ 13,500	Replace
10	Toro 4700 Mower	2013	412	P&PW (Parks)	\$ 160,000	Replace
11	Paros 2 1/2 Ton Trailer	1999	421	P&PW (Parks)	\$ 21,220	Replace
12	Toro Zero-turn Mower	2013	460	P&PW (Parks)	\$ 17,510	Replace
13	Chevy Colorado	2012	503	P&PW (Parks)	\$ 58,350	Replace
14	Contingency for unforeseen cost increases or minor build change costs	N/A	N/A	N/A	\$ 43,125	Contingency
TOTAL =					\$ 1,125,455	

Major Changes/Additions:

- **Fleet & Facilities Superintendent** (Ongoing) (2025: +\$65,662, 2026: +\$70,284)
 - This addition does not represent an increase in full-time equivalent positions (FTEs), but rather a budgetary shift to align the Fleet and Facilities Superintendent position with the amount of time spent on Equipment Replacement and Repair as compared to Facilities Maintenance. During the 2023-2024 biennium, this position was split evenly between the two divisions. It has been adjusted to 75% Equipment Repair & Replacement and 25% Facilities Maintenance.
- **Deputy Parks & Public Works Director** (Ongoing) (2025: +\$21,165, 2026: +\$22,526)
 - This addition does not represent an increase in full-time employees, but rather a budgetary shift to match the Deputy Parks & Public Works Director position with its related management and operational structure.
- **Vehicle Accessories** (One-time) (2025: +\$82,020, 2026: +\$82,020)
 - Six police vehicles and seven utility trucks are expected to be replaced during the biennium. These vehicles each have peripheral items that are required for proper functioning. Each police vehicle needs approximately \$18k in support items. New trucks vary in the amount of additional items needed to meet service needs.
- **Generator Set Fuel Tank Polish** (One-time and ongoing) (2025: +\$30,000, 2026: +\$30,000)
 - Fuel polishing is important maintenance activity for emergency generator tanks, working to clean out impurities in the fuel and prevent early failure. This is delayed maintenance and would continue in the future, but not all tanks would be polished within the same biennium.
- **Property Damage Repairs** (Ongoing) (2025: +\$130,000, 2026: +\$130,000)
 - This increase relates to the repair of City vehicles that are involved in accidents. Insurance will refund the City for the repair, less the applicable deductible. This line item creates an appropriation to repair approximately eight vehicles involved in accidents.
- **Contracted Services** (Ongoing) (2025: +\$125,000, 2026: +\$124,000)
 - This increase relates to contracting of Fire Department vehicle maintenance to Puget Sound Regional Fire Authority, the demount, mount, and balance of tires, generator servicing, and other small contracted services. The monthly servicing of generators, at approximately \$100k each year, represents the only new service. The other items have manifested cost increases over previous budgeted amounts.

Information Technology Fund (#502)

The Information Technology Department delivers cost-effective and sustainable technology solutions through strategic partnerships, effective and accountable employees, and collaborative and trustworthy engagement. The Department prides itself on innovation, responsiveness, and transparency in support of citywide operations and excellent service delivery to the community and its residents.

Core Services:

- Manage the provision and maintenance of critical infrastructure systems (network, cybersecurity, storage, etc.)
- Manage the provision and maintenance of business continuity services (enterprise applications, email, internet, etc.)
- Manage, administer, and provide professional technology services (project management, equipment lifecycle, contract management, application development, etc.)
- Purchase, setup, and maintain computing equipment such as desktops, laptops, printers, etc.
- Purchase, setup, and maintain communications equipment such as office phones, mobile phones, and video/teleconferencing equipment.
- Provide and manage the City's geographic information system.
- Respond in a timely and professional manner to requests for help.

Proposed 2025-2026 Biennial Budget Sources, Uses, and Fund Balance:

	2023-24 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025-26 % Change
Beginning Fund Balance	\$ 2,251,692	\$ 1,635,916		
Sources				
<i>Charges for Goods & Services</i>	\$ 5,175,902	\$ 5,539,861	98.8%	7.0%
<i>Miscellaneous Revenues</i>	\$ 60,725	\$ 70,000	1.2%	15.3%
<i>Transfers In</i>	\$ 150,000	\$ -	0.0%	-100.0%
Total Sources =	\$ 5,386,627	\$ 5,609,861		4.1%
Uses				
<i>Salaries & Wages</i>	\$ 1,925,651	\$ 1,495,501	26.9%	-22.3%
<i>Employee Benefits</i>	\$ 755,118	\$ 561,633	10.1%	-25.6%
<i>Supplies</i>	\$ 132,638	\$ 395,984	7.1%	198.5%
<i>Services</i>	\$ 2,022,730	\$ 1,991,789	35.8%	-1.5%
<i>Capital Outlays</i>	\$ 1,392,385	\$ 1,115,600	20.1%	-19.9%
<i>Transfers Out</i>	\$ 771,317	\$ 2,683	0.0%	-99.7%
Total Uses =	\$ 6,999,839	\$ 5,563,190		-20.5%
Sources Over (Under) Uses =	\$ (1,613,212)	\$ 46,671		
Ending Fund Balance	\$ 638,480	\$ 1,682,587		

Proposed 2025-2026 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
IT Director	1.00	-	1.00
IT Manager	1.00	(1.00)	0.00
IT Systems Engineer	1.00	1.00	2.00
GIS Analyst	1.00	(1.00)	0.00
IT Systems Support	2.00	-	2.00
Service Desk Technician	1.00	-	1.00
Total Staffing Count =	7.00	-1.00	6.00

Major Changes/Additions:

- **Position Elimination** (Ongoing) (N/A)
 - o During 2023, Council approved the elimination of two positions, the IT Project Manager, and the Duvall Service Desk Technician. Removing these two positions results in over \$298,000 of annual savings in wages and benefits.
- **GIS Analyst** (Ongoing) (2025: -\$170,365, 2026: -\$177,955)

- o This subtraction does not represent a decrease in full-time equivalent positions (FTEs), but rather a budgetary shift to match the GIS Analyst position with its related management and operational structure. During the 2023-2024 biennium, this position was reassigned to the Parks and Public Works Department.
- **Software** (Ongoing) (2025: +\$129,274, 2026: +\$135,460)
 - o New accounting standards require that the City account for certain subscription-based IT arrangements (SBITA) as an asset. Accordingly, all software subscriptions across the City are being moved to IT to ensure proper accounting. This increase includes smaller software products for HR, the City Attorney, the City Clerk, the Police, Fire and Emergency Management, Communications, Wastewater, Stormwater and Urban Forestry, and Equipment Replacement and Repair.
- **Creation of the ERP Project Fund** (One-time) (2025: -\$515,074, 2026: -\$256,243)
 - o The ERP implementation was originally budgeted as part of the IT Fund. During 2023, it was moved into the ERP Project Fund to be tracked separately as a capital project. This decrease in costs relates to transfers into the ERP Project Fund.
- **Completion of Projects** (One-Time) (2025: -\$235,000)
 - o Several projects are anticipated to be completed during the 2023-2024 biennium, including the Council Chambers A/V upgrade, the firewall replacement, and the core switch replacement, representing a decrease in budgeted capital outlays.

Facilities Maintenance Fund (#510)

The Facilities Division provides the management, repair, and maintenance necessary to keep five (5) municipal buildings and their grounds in excellent condition. With over 60,000 square feet, the City maximizes the use of space to keep employees productive and accessible to visitors. In taking the necessary preventative actions, the City can ensure that each building will reach or exceed its anticipated useful life.

Core Services:

- Maintain the interior condition and functionality of buildings by painting, plumbing, cleaning carpets, fixing lights, installing or deconstructing cubical systems, etc.
- Repair mechanical or electrical components such as entry doors, garage doors, elevators, furnaces, tanks, generators, etc.
- Maintain and inspect the outside of buildings for foundation, siding, roof, gutter, fence, lighting, and other issues.
- Work to move heavy pieces of equipment, furniture, etc. in and out of buildings.
- Work with the Information Technology Department to secure buildings.
- Maintain landscaped grounds through mowing, edging, weeding, trimming, etc.

- Respond to requests from staff.

Proposed 2025-2026 Biennial Budget Sources, Uses, and Fund Balance:

	2023-24 Biennial Budget	2025-2026 Proposed Budget	% of Total	2023-24 to 2025-26 % Change
Beginning Fund Balance	\$ 711,374	\$ 194,755		
Sources				
<i>Charges for Goods & Services</i>	\$ 1,651,677	\$ 1,596,324	99.6%	-3.4%
<i>Miscellaneous Revenues</i>	\$ 16,413	\$ 6,500	0.4%	-60.4%
Total Sources =	\$ 1,668,090	\$ 1,602,824		-3.9%
Uses				
<i>Salaries & Wages</i>	\$ 363,930	\$ 360,084	22.7%	-1.1%
<i>Employee Benefits</i>	\$ 164,851	\$ 154,550	9.7%	-6.2%
<i>Supplies</i>	\$ 109,629	\$ 111,650	7.0%	1.8%
<i>Services</i>	\$ 818,786	\$ 961,688	60.6%	17.5%
<i>Capital Outlays</i>	\$ 207,000	-	0.0%	-100.0%
<i>Transfers Out</i>	\$ 514,388	-	0.0%	-100.0%
Total Uses =	\$ 2,178,584	\$ 1,587,972		-27.1%
Sources Over (Under) Uses =	\$ (510,494)	\$ 14,852		
Ending Fund Balance	\$ 194,755	\$ 209,607		

Proposed 2025-2026 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Parks & Public Works Director	0.03	-	0.03
Deputy Parks & Public Works Director/City Engineer	0.00	0.03	0.03
Administrative Specialist (L1-L3)	0.03	-	0.03
GIS Analyst	0.00	0.05	0.05
Fleet & Facilities Superintendent	0.50	(0.25)	0.25
Fleet Mechanic (L1-L3)	1.00	-	1.00
Total Staffing Count =	1.55	-0.18	1.38

Major Changes/Additions:

- **Repair & Maintenance** (Ongoing) (2025: +\$50,000, 2026: +\$50,000)
 - o City buildings are due for interior and exterior painting. This expenditure will allow the process to happen on a rotating basis, working through the four major buildings based on need.



Appendices



A1: Financial Forecast Working Table



Financial Forecast WORKING DRAFT

Version Date: September 3, 2024

	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Forecast - Revenues, Expenditures & Fund Balance - Governmental Operating	Budgeted	Budgeted	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected
Beginning Fund Balance	1,184,187	1,350,626	1,646,803	1,940,784	2,066,933	2,029,222	1,819,994	1,427,851	841,451	53,944
Ongoing Revenues (Forecast uses the July 2024 KC Economic Forecast and other assumptions)										
Property Tax (Avg. Annual Inc. = 1.25%)	8,600,095	8,694,697	8,803,381	8,913,423	9,024,841	9,137,651	9,251,872	9,367,520	9,484,614	9,603,172
Sales & Use Tax/B&O Tax (KC Economic Forecast: Avg. Annual Inc. = 2.7%)	4,112,791	4,219,829	4,333,342	4,455,543	4,574,506	4,693,900	4,816,880	4,944,528	5,075,558	5,210,060
Utility Tax (Avg. Annual Inc. = 4.0%)	3,087,259	3,243,006	3,625,266	3,737,141	3,854,816	3,944,587	4,036,544	4,130,934	4,227,532	4,326,388
Charges for Goods & Services (2.1% Annual Inc.)	4,068,777	4,206,645	4,290,778	4,376,593	4,464,125	4,553,408	4,644,476	4,737,366	4,832,113	4,928,755
Licenses & Permit Fees (2.2% Annual Inc.)	658,490	979,311	698,897	712,875	727,133	741,675	756,509	771,639	787,072	802,813
Intergovernmental Revenues & Grants (1.8% Annual Inc.)	649,576	653,617	666,689	680,023	693,624	707,496	721,646	736,079	750,800	765,816
Other Revenues (0.70% Annual Inc.)	209,006	190,537	194,348	198,235	202,199	206,243	210,368	214,576	218,867	223,244
Total Recurring Revenues =	21,385,994	22,187,642	22,612,701	23,073,833	23,541,244	23,984,961	24,438,295	24,902,641	25,376,556	25,860,250
Ongoing Expenditures (Forecast uses the July 2024 KC Economic Forecast and other assumptions)										
Administrative Depts.	(5,235,585)	(5,414,755)	(5,560,412)	(5,717,215)	(5,869,865)	(6,023,068)	(6,180,873)	(6,344,666)	(6,512,800)	(6,685,389)
Police (Snoqualmie)	(4,965,394)	(5,047,055)	(5,182,821)	(5,328,977)	(5,471,260)	(5,614,060)	(5,761,149)	(5,913,819)	(6,070,535)	(6,231,404)
Fire & Emergency Management	(4,724,869)	(4,926,752)	(5,059,282)	(5,201,953)	(5,340,846)	(5,480,242)	(5,623,824)	(5,772,855)	(5,925,836)	(6,082,871)
Parks +Streets Maintenance	(3,224,351)	(3,361,496)	(3,451,920)	(3,549,264)	(3,644,030)	(3,739,139)	(3,837,104)	(3,938,787)	(4,043,165)	(4,150,309)
Community Development	(1,777,964)	(1,588,036)	(1,630,754)	(1,676,741)	(1,721,510)	(1,766,442)	(1,812,723)	(1,860,760)	(1,910,070)	(1,960,687)
Developer Reimbursed Expenditures	(414,800)	(546,332)	(561,028)	(576,849)	(592,251)	(607,709)	(623,631)	(640,157)	(657,121)	(674,535)
Human Services	(261,230)	(261,230)	(268,257)	(275,822)	(283,186)	(290,578)	(298,191)	(306,093)	(314,204)	(322,531)
Court Services	(175,310)	(175,310)	(180,026)	(185,103)	(190,045)	(195,005)	(200,114)	(205,417)	(210,861)	(216,448)
Non-Departmental (Sustainability, etc.)	(378,153)	(398,500)	(409,220)	(420,760)	(431,994)	(443,269)	(454,883)	(466,937)	(479,311)	(492,013)
Total Ongoing Expenditures =	(21,157,656)	(21,719,466)	(22,303,720)	(22,932,684)	(23,544,987)	(24,159,511)	(24,792,490)	(25,449,491)	(26,123,903)	(26,816,186)
Ongoing Revenues Over (Under) Ongoing Expenditures	228,338	468,176	308,981	141,149	(3,743)	(174,550)	(354,196)	(546,850)	(747,347)	(955,937)
One-Time Revenues / (Expenditures)										
Grant (Climate Change Grant)	500,000	-	-	-	-	-	-	-	-	-
Grant (Paper-to-Digital)	375,000	-	-	-	-	-	-	-	-	-
Administrative: Strategic Plan	(100,000)	-	-	-	-	-	-	-	-	-
Administrative: Legal Fees for Union Negotiations	(50,000)									
Various Departments: Legal Support for Revenue Items	(75,000)	(75,000)	-	-	-	-	-	-	-	-
Finance: Payroll Recaculation	(113,200)	(87,000)	-	-	-	-	-	-	-	-
Finance: Comprehensive Fee Study	(140,000)	-	-	-	-	-	-	-	-	-
Police (Snoqualmie): AV Update, Include \$50k depending on if in budget	-	-	-	-	-	-	-	-	-	-
Fire Department: Brush Truck	(100,000)	-	-	-	-	-	-	-	-	-
CD: Professional Services to Meet Climate Change Grant Requirements	(150,000)	-	-	-	-	-	-	-	-	-
Total One-Time Revenues / Expenditures =	146,800	(162,000)	-	-	-	-	-	-	-	-
Transfers										
Transfer In (from Reserve Fund)	-	-	-	-	-	-	-	-	-	921,991
Transfer Out (to Arts Activities Fund)	(10,000)	(10,000)	(15,000)	(15,000)	(17,500)	(17,500)	(20,000)	(20,000)	(19,999)	(19,998)
Transfer Out (to Reserve Fund)	-	-	-	-	(16,467)	(17,179)	(17,947)	(19,550)	(20,161)	-
Transfer Out (to ER&R)	(198,699)	-	-	-	-	-	-	-	-	-
Transfer Out (to Capital Funds)	-	-	-	-	-	-	-	-	-	-
Total Transfers =	(208,699)	(10,000)	(15,000)	(15,000)	(33,967)	(34,679)	(37,947)	(39,550)	(40,160)	901,993
Ending Fund Balance	1,350,626	1,646,803	1,940,784	2,066,933	2,029,222	1,819,994	1,427,851	841,451	53,944	0
Estimated Fund Balance as % of General Fund Ongoing Expenditures	6%	8%	9%	9%	9%	8%	6%	3%	0%	0%

RESERVE FUND (Reserve Target = 15% of General Fund Ongoing Expenditures)										
Forecast - Revenues, Expenditures, & Fund Balance	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Beginning Fund Balance	3,118,281	3,209,281	3,293,281	3,370,281	3,442,281	3,531,748	3,623,927	3,718,874	3,817,424	3,918,585
Interest Earned	91,000	84,000	77,000	72,000	73,000	75,000	77,000	79,000	81,000	83,000
In		-	-	-	16,467	17,179	17,947	19,550	20,161	-
Out	-	-	-	-	-	-	-			(921,991)
Ending Fund Balance	3,209,281	3,293,281	3,370,281	3,442,281	3,531,748	3,623,927	3,718,874	3,817,424	3,918,585	3,079,594
Ending Fund Balance as % of General Fund Ongoing Expenditures (Reserve Target %)	15.17%	15.16%	15.11%	15.01%	15.00%	15.00%	15.00%	15.00%	15.00%	11.48%
Fund Balance Required for Reserve Target	3,173,648	3,257,920	3,345,558	3,439,903	3,531,748	3,623,927	3,718,874	3,817,424	3,918,585	4,022,428
Fund Balance Over (Under) Target	35,633	35,361	24,723	2,378	(0)	0	0	0	(0)	(942,834)

A2: Proposed Budget Ordinance Table





Proposed 2025-2026 Biennial Budget Ordinance Table

Fund #	Fund Name	Est. 2025 Beginning Fund Balance	Est. 2025 Sources	Est. 2025 Uses	Est. 2025 Ending Fund Balance	Est. 2026 Sources	Est. 2026 Uses	Est. 2026 Ending Fund Balance	Total 2025-2026 Est. Sources	Total 2025-2026 Uses (Appropriation)
001	General Fund	\$ 1,184,187	\$ 22,260,994		\$ 1,350,626	\$ 22,187,642		\$ 1,646,802	\$ 44,448,636	
	Administrative Departments ¹			\$ 5,663,785			\$ 5,526,755			\$ 11,190,540
	Police (Snoqualmie)			\$ 4,990,394			\$ 5,072,055			\$ 10,062,449
	Fire & Emergency Management			\$ 4,849,869			\$ 4,951,752			\$ 9,801,621
	Parks & Streets Maintenance			\$ 3,224,351			\$ 3,361,496			\$ 6,585,847
	Community Development ²			\$ 2,342,764			\$ 2,134,368			\$ 4,477,132
	Non-Departmental ³			\$ 1,023,392			\$ 845,040			\$ 1,868,432
002	Reserve Fund	\$ 3,118,281	\$ 91,000	\$ -	\$ 3,209,281	\$ 84,000	\$ -	\$ 3,293,281	\$ 175,000	\$ -
	Total General Fund	\$ 4,302,468	\$ 22,351,994	\$ 22,094,555	\$ 4,559,907	\$ 22,271,642	\$ 21,891,466	\$ 4,940,083	\$ 44,623,636	\$ 43,986,021
012	Arts Activities Fund	\$ 50,739	\$ 49,763	\$ 37,180	\$ 63,322	\$ 12,857	\$ 38,389	\$ 37,790	\$ 62,620	\$ 75,569
014	North Bend Police Services Fund	\$ 37,788	\$ 4,050,755	\$ 4,048,885	\$ 39,658	\$ 4,172,575	\$ 4,170,352	\$ 41,881	\$ 8,223,330	\$ 8,219,237
018	Deposits Reimbursement Control Fund	\$ 21,266	\$ 20,585	\$ 41,851	\$ -	\$ 20,525	\$ 20,525	\$ -	\$ 41,110	\$ 62,376
020	School Impact Fee Fund	\$ -	\$ 200,000	\$ 200,000	\$ -	\$ 200,000	\$ 200,000	\$ -	\$ 400,000	\$ 400,000
	Total Managerial Funds	\$ 109,793	\$ 4,321,103	\$ 4,327,916	\$ 102,980	\$ 4,405,957	\$ 4,429,266	\$ 79,671	\$ 8,727,060	\$ 8,757,182
110	Tourism Promotion Fund	\$ 9,866	\$ 33,600	\$ 30,000	\$ 13,466	\$ 34,507	\$ 30,000	\$ 17,973	\$ 68,107	\$ 60,000
118	Drug Enforcement Fund	\$ 39,085	\$ 901	\$ 3,000	\$ 36,986	\$ 809	\$ -	\$ 37,795	\$ 1,710	\$ 3,000
123	Opioid Settlement Fund	\$ 36,172	\$ 15,966	\$ -	\$ 52,138	\$ 16,732	\$ -	\$ 68,870	\$ 32,698	\$ -
131	Affordable Housing Fund	\$ 1,725,925	\$ 398,936	\$ -	\$ 2,124,861	\$ 414,290	\$ -	\$ 2,539,151	\$ 813,226	\$ -
144	Home Elevations Fund	\$ -	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 500,000
	Total Special Revenue Funds	\$ 1,811,048	\$ 949,403	\$ 533,000	\$ 2,227,451	\$ 466,338	\$ 30,000	\$ 2,663,789	\$ 1,415,741	\$ 563,000
310	Non-Utilities Capital Fund	\$ 20,095,791	\$ 5,441,708	\$ 19,044,154	\$ 6,493,345	\$ 14,102,500	\$ 18,271,821	\$ 2,324,024	\$ 19,544,208	\$ 37,315,975
350	Enterprise Resource Planning Project Fund	\$ 483,958	\$ 161,000	\$ 349,958	\$ 295,000	\$ 5,000	\$ 300,000	\$ -	\$ 166,000	\$ 649,958
	Total Capital Funds	\$ 20,579,749	\$ 5,602,708	\$ 19,394,112	\$ 6,788,345	\$ 14,107,500	\$ 18,571,821	\$ 2,324,024	\$ 19,710,208	\$ 37,965,933
401	Water Operations Fund	\$ 2,258,252	\$ 5,891,360	\$ 5,570,946	\$ 2,578,666	\$ 6,328,006	\$ 5,712,754	\$ 3,193,918	\$ 12,219,366	\$ 11,283,700
402	Wastewater Operations Fund	\$ 819,934	\$ 7,677,737	\$ 5,884,889	\$ 2,612,782	\$ 9,325,082	\$ 7,261,524	\$ 4,676,339	\$ 17,002,819	\$ 13,146,414
403	Stormwater Operations Fund	\$ 588,834	\$ 3,313,156	\$ 3,457,832	\$ 444,158	\$ 3,595,584	\$ 3,346,411	\$ 693,330	\$ 6,908,740	\$ 6,804,244
417	Utilities Capital Fund	\$ 4,015,287	\$ 13,355,064	\$ 11,762,547	\$ 5,607,804	\$ 6,589,905	\$ 7,058,734	\$ 5,138,975	\$ 19,944,969	\$ 18,821,281
	Total Enterprise Funds	\$ 7,682,307	\$ 30,237,317	\$ 26,676,215	\$ 11,243,409	\$ 25,838,577	\$ 23,379,424	\$ 13,702,563	\$ 56,075,894	\$ 50,055,638
501	Equipment Replacement & Repair Fund	\$ 2,934,654	\$ 2,890,788	\$ 3,731,578	\$ 2,093,865	\$ 2,625,699	\$ 2,528,165	\$ 2,191,399	\$ 5,516,487	\$ 6,259,742
502	Information Technology Fund	\$ 1,635,916	\$ 2,747,004	\$ 2,720,053	\$ 1,662,867	\$ 2,862,857	\$ 2,843,137	\$ 1,682,587	\$ 5,609,861	\$ 5,563,190
510	Facilities Maintenance Fund	\$ 194,755	\$ 783,482	\$ 775,111	\$ 203,127	\$ 819,342	\$ 812,862	\$ 209,607	\$ 1,602,824	\$ 1,587,972
	Total Internal Service Funds	\$ 4,765,325	\$ 6,421,274	\$ 7,226,741	\$ 3,959,858	\$ 6,307,898	\$ 6,184,163	\$ 4,083,593	\$ 12,729,172	\$ 13,410,904
	Total All Funds	\$ 39,250,690	\$ 69,883,799	\$ 80,252,538	\$ 28,881,951	\$ 73,397,912	\$ 74,486,140	\$ 27,793,723	\$ 143,281,711	\$ 154,738,678

¹ Includes Mayor, City Council, Administration, City Attorney, City Clerk, Finance, and Communications

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

³ Includes Human Services, Court Services, etc.

A3: Biennial Budget Comparison Table & Presentation





City of Snoqualmie Biennial Budget Comparison

Fund #	Fund Name	2021-22 Appropriation A = B + C + D + E	2021-22 Transfers Out B	2021-22 Internal Service Charges C	2021-22 Capital Exps. D	2021-22 Operating Exps. E	2023-24 Appropriation F = G + H + I + J	2023-24 Transfers Out G	2023-24 Internal Service Charges H	2023-24 Capital Exps. I	2023-24 Operating Exps. J	2025-26 Appropriation K = L + M + N + O	2025-26 Transfers Out L	2025-26 Internal Service Charges M	2025-26 Capital Exps. N	2025-26 Operating Exps. O
001	General Fund															
	Administrative Departments	\$ 7,801,703	\$ -	\$ 1,127,689	\$ -	\$ 6,674,014	\$ 11,257,481	\$ 50,000	\$ 1,458,102	\$ -	\$ 9,749,379	\$ 11,190,540	\$ -	\$ 1,152,907	\$ -	\$ 10,037,633
	Police (Snoqualmie)	\$ 9,911,366	\$ 422,894	\$ 1,794,539	\$ -	\$ 7,693,933	\$ 10,680,318	\$ -	\$ 2,240,461	\$ -	\$ 8,439,857	\$ 10,062,449	\$ -	\$ 1,819,499	\$ -	\$ 8,242,950
	Fire & Emergency Management	\$ 7,053,601	\$ 60,000	\$ 1,143,194	\$ -	\$ 5,850,407	\$ 8,418,452	\$ -	\$ 1,641,254	\$ -	\$ 6,777,198	\$ 9,801,621	\$ -	\$ 2,261,894	\$ -	\$ 7,539,727
	Parks Maintenance Parks & Streets Maintenance	\$ 3,722,931	\$ -	\$ 756,164	\$ -	\$ 2,966,767	\$ 3,737,859	\$ -	\$ 644,710	\$ -	\$ 3,093,149	\$ 6,585,847	\$ -	\$ 1,411,479	\$ -	\$ 5,174,368
	Community Development						\$ 4,780,119	\$ -	\$ 568,077	\$ -	\$ 4,212,042	\$ 4,477,132	\$ -	\$ 397,169	\$ -	\$ 4,079,963
	Streets Maintenance	\$ 2,090,000	\$ -	\$ 552,986	\$ -	\$ 1,537,014	\$ 2,170,439	\$ -	\$ 325,684	\$ -	\$ 1,844,755					
	Non-Departmental	\$ 7,042,983	\$ 4,192,640	\$ -	\$ -	\$ 2,850,343	\$ 4,253,885	\$ 2,774,707	\$ -	\$ -	\$ 1,479,178	\$ 1,868,432	\$ 218,699	\$ -	\$ -	\$ 1,649,733
002	Contingency Reserve Fund Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
003	Operating Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -										
004	Revolving Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -										
	Total General Fund	\$ 37,622,584	\$ 4,675,534	\$ 5,374,572	\$ -	\$ 27,572,478	\$ 45,298,553	\$ 2,824,707	\$ 6,878,288	\$ -	\$ 35,595,558	\$ 43,986,021	\$ 218,699	\$ 7,042,948	\$ -	\$ 36,724,374
011	Fire Equipment Replacement Fund	\$ 60,000	\$ -	\$ -	\$ -	\$ 60,000										
012	Arts Activities Fund	\$ 20,000	\$ -	\$ -	\$ -	\$ 20,000	\$ 97,992	\$ -	\$ -	\$ -	\$ 97,992	\$ 75,569	\$ -	\$ -	\$ -	\$ 75,569
014	North Bend Police Services Fund	\$ 4,900,094	\$ -	\$ 590,417	\$ -	\$ 4,309,677	\$ 5,238,906	\$ -	\$ 442,002	\$ -	\$ 4,796,904	\$ 8,219,237	\$ -	\$ 2,160,425	\$ -	\$ 6,058,812
015	Environmental Sustainability Fund	\$ 30,000	\$ -	\$ -	\$ -	\$ 30,000										
016	Human Services Fund	\$ 464,574	\$ -	\$ -	\$ -	\$ 464,574										
018	Deposits Reimbursement Control Fund						\$ 20,716	\$ -	\$ -	\$ -	\$ 20,716	\$ 62,376	\$ -	\$ -	\$ -	\$ 62,376
020	School Impact Fee Fund						\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ 400,000
	Total Managerial Funds	\$ 5,474,668	\$ -	\$ 590,417	\$ -	\$ 4,884,251	\$ 5,357,614	\$ -	\$ 442,002	\$ -	\$ 4,915,612	\$ 8,757,182	\$ -	\$ 2,160,425	\$ -	\$ 6,596,757
110	Hotel/Motel Tax Fund Tourism Promotion Fund	\$ 180,000	\$ -	\$ -	\$ -	\$ 180,000	\$ 350,000	\$ -	\$ -	\$ -	\$ 350,000	\$ 60,000	\$ -	\$ -	\$ -	\$ 60,000
113	King County Trails Levy Fund	\$ 8,867	\$ 8,867	\$ -	\$ -	\$ -										
115	SR Capital Mitigation Fund	\$ -	\$ -	\$ -	\$ -	\$ -										
116	Real Estate Excise Tax Fund	\$ 2,781,805	\$ 2,781,805	\$ -	\$ -	\$ -										
118	Drug Enforcement Fund	\$ 60,041	\$ -	\$ -	\$ -	\$ 60,041	\$ 10,344	\$ -	\$ -	\$ -	\$ 10,344	\$ 3,000	\$ -	\$ -	\$ -	\$ 3,000
119	Tokul Roundabout Construction Fund	\$ -	\$ -	\$ -	\$ -	\$ -										
121	King Conservation Dist. Grants Fund	\$ -	\$ -	\$ -	\$ -	\$ -										
123	Opioid Settlement Fund											\$ -	\$ -	\$ -	\$ -	\$ -
130	Community Development Fund	\$ 4,306,971	\$ -	\$ 1,012,159	\$ -	\$ 3,294,812										
131	Affordable Housing Fund	\$ 136,000	\$ -	\$ -	\$ -	\$ 136,000	\$ -	\$ -	\$ -	\$ -	\$ 132,000	\$ -	\$ -	\$ -	\$ -	\$ -
144	Home Elevation Fund	\$ -	\$ -	\$ -	\$ -	\$ -						\$ 500,000	\$ -	\$ -	\$ 500,000	\$ -
150	ARPA Covid Local Recovery Fund	\$ 1,905,000	\$ 1,905,000	\$ -	\$ -	\$ -	\$ 2,281,876	\$ 2,117,818	\$ -	\$ -	\$ 164,058					
	Total Special Revenue Funds	\$ 9,378,684	\$ 4,695,672	\$ 1,012,159	\$ -	\$ 3,670,853	\$ 2,642,220	\$ 2,117,818	\$ -	\$ -	\$ 656,402	\$ 563,000	\$ -	\$ -	\$ 500,000	\$ 63,000
211	2011 LTGO Bond Debt Service Fund	\$ 3,003,113	\$ 16,997	\$ -	\$ 2,986,116	\$ -										
216	2016 UTGO Bond Debt Service Fund	\$ 502,000	\$ -	\$ -	\$ 502,000	\$ -										
221	2021 Refunded LTGO Bond Debt Service Fund	\$ 312,025	\$ -	\$ -	\$ 312,025	\$ -										
	Total Debt Service Funds	\$ 3,817,138	\$ 16,997	\$ -	\$ 3,800,141	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
303	Parks & Playgrounds Capital Fund	\$ 6,364,090	\$ -	\$ -	\$ 6,364,090	\$ -										
305	Flood Reduction Improvement Fund	\$ 11,000	\$ 11,000	\$ -	\$ -	\$ -										
310	Transportation Capital Fund Non-Utilities Capital Fund	\$ 3,946,320	\$ -	\$ -	\$ 3,946,320	\$ -	\$ 39,712,197	\$ 119,088	\$ 323,481	\$ 39,269,628	\$ -	\$ 37,315,975	\$ 40,770	\$ 377,999	\$ 36,897,206	\$ -
320	Tokul Roundabout Construction Fund	\$ 303,527	\$ 303,527	\$ -	\$ -	\$ -										
323	Tokul Parking Lot Fund	\$ 140	\$ 140	\$ -	\$ -	\$ -										
329	Facilities Capital Fund	\$ 725,000	\$ -	\$ -	\$ 725,000	\$ -										
350	ERP Project Fund											\$ 649,958	\$ -	\$ -	\$ 649,958	\$ -
	Total Capital Funds	\$ 11,350,077	\$ 314,667	\$ -	\$ 11,035,410	\$ -	\$ 39,712,197	\$ 119,088	\$ 323,481	\$ 39,269,628	\$ -	\$ 37,965,933	\$ 40,770	\$ 377,999	\$ 37,547,164	\$ -
401	Water Operations Fund	\$ 9,583,134	\$ 3,625,735	\$ 1,497,062	\$ -	\$ 4,460,337	\$ 11,384,155	\$ 4,584,774	\$ 1,711,626	\$ -	\$ 5,087,755	\$ 11,283,698	\$ 3,136,411	\$ 2,267,149	\$ -	\$ 5,880,138
402	Sewer Operations Fund	\$ 14,082,219	\$ 8,191,003	\$ 1,048,207	\$ -	\$ 4,843,009	\$ 13,162,511	\$ 5,983,911	\$ 1,906,716	\$ -	\$ 5,271,884	\$ 13,146,413	\$ 4,307,351	\$ 2,201,604	\$ -	\$ 6,637,458
403	Stormwater Operations Fund	\$ 8,033,814	\$ 5,362,655	\$ 397,992	\$ -	\$ 2,273,167	\$ 6,522,419	\$ 2,676,644	\$ 926,275	\$ -	\$ 2,919,500	\$ 6,804,243	\$ 1,701,624	\$ 1,409,202	\$ -	\$ 3,693,417
404	Water Capital Improvement Fund	\$ 35,000	\$ 35,000	\$ -	\$ -	\$ -										
405	Sewer Capital Improvement Fund	\$ 185,000	\$ 185,000	\$ -	\$ -	\$ -										
406	Stormwater Capital Improvement Fund	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -										
407	2017 Refunded Revenue Bond Debt Service Fund	\$ 802,364	\$ -	\$ -	\$ 802,364	\$ -										
408	2018 Revenue Bond Debt Service Fund	\$ 3,558,214	\$ -	\$ -	\$ 3,558,214	\$ -										
417	Utilities Capital Fund	\$ 20,773,884	\$ 300,000	\$ -	\$ 20,473,884	\$ -	\$ 29,713,943	\$ 211,096	\$ 690,055	\$ 28,812,792	\$ -	\$ 18,821,281	\$ -	\$ 799,280	\$ 18,022,001	\$ -
	Total Enterprise Funds	\$ 57,128,629	\$ 17,774,393	\$ 2,943,261	\$ 24,834,462	\$ 11,576,513	\$ 60,783,028	\$ 13,456,425	\$ 5,234,672	\$ 28,812,792	\$ 13,279,139	\$ 50,055,635	\$ 9,145,386	\$ 6,677,235	\$ 18,022,001	\$ 16,211,013
501	Equipment Replacement & Repair Fund	\$ 3,085,000	\$ -	\$ 370,147	\$ 1,385,138	\$ 1,329,715	\$ 3,656,124	\$ -	\$ 352,906	\$ 1,744,225	\$ 1,558,993	\$ 6,259,743	\$ -	\$ 377,003	\$ 3,462,449	\$ 2,420,291
502	Information Technology Fund	\$ 4,752,906	\$ -	\$ 363,883	\$ -	\$ 4,389,023	\$ 6,999,988	\$ 771,317	\$ 555,259	\$ -	\$ 5,673,412	\$ 5,563,190	\$ 2,683	\$ 518,301	\$ -	\$ 5,042,206
503	Risk Management Fund	\$ 1,204,952	\$ -	\$ 84,084	\$ -	\$ 1,120,868										
510	Facilities Maintenance Fund	\$ 2,165,000	\$ 1,106,000	\$ 163,088	\$ -	\$ 895,912	\$ 2,178,585	\$ 514,388	\$ 196,583	\$ -	\$ 1,467,614	\$ 1,587,973	\$ -	\$ 217,360	\$ -	\$ 1,370,613
511	Shared Services Fund	\$ 910,000	\$ -	\$ -	\$ -	\$ 910,000										
	Total Internal Service Funds	\$ 12,117,858	\$ 1,106,000	\$ 981,202	\$ 1,385,138	\$ 8,645,518	\$ 12,834,697	\$ 1,285,705	\$ 1,104,748	\$ 1,744,225	\$ 8,700,019	\$ 13,410,906	\$ 2,683	\$ 1,112,664	\$ 3,462,449	\$ 8,833,110
	TOTAL ALL FUNDS	\$ 136,889,638	\$ 28,583,263	\$ 10,901,611	\$ 41,055,151	\$ 56,349,613	\$ 166,628,309	\$ 19,803,743	\$ 13,983,191	\$ 69,826,645	\$ 63,146,730	\$ 154,738,677	\$ 9,407,538	\$ 17,371,271	\$ 59,531,614	\$ 68,428,254



2025-2026 Biennial Budget

~Biennial Budget Comparison~

August 30, 2024

Introduction



- The “**Biennial Budget Comparison Table**” reveals a **complex, interconnected system** of departments and funds that **provide a diverse set of public goods and services.**
- The table also reveals a large **fund consolidation** effort the City started during the 2019-2020 biennium.
- The purpose of the fund consolidation effort was to **simplify the City’s fund structure and increase Council’s comprehension and understanding of what the City proposes to do financially.**

- **CAUTION:**

- Comparisons are tricky!
- The City is continuously thinking about what fund or departments to best charge expenditures and the proposed budget reflects those decisions that are made throughout the year.

Summary of the Biennial Budget Comparison Table



	2021/22 Budget	2023/24 Budget	2025/26 Budget	2021/22 to 2023/24 % Change	2023/24 to 2025/26 % Change
Total Appropriation	\$136.9M	\$166.6M	\$154.7M	21.7%	-7.1%
Transfers Out	\$28.6M	\$19.8M	\$9.4M	-30.7%	-52.5%
Internal Service Charges	\$10.9M	\$14.0M	\$17.4M	28.3%	24.2%
Capital Expenditures ¹	\$41.1M	\$69.8M	\$59.5M	70.1%	-14.7%
Operating Expenditures ²	\$56.3M	\$63.0M	\$68.4M	11.8%	8.6%

¹ This row is comprised of any funds that pay for the design and construction of capital assets or the purchase of vehicles and equipment.

² May include some smaller capital outlays.

- **Appropriation -**

- Legal spending level authorized by ordinance. The City **cannot exceed** this level without prior approval of Council.
- Includes the anticipated spending on employees and outside vendors for services rendered, supplies bought, or capital assets constructed (i.e., money leaving the City), but also includes the money that flows internally between different funds.

- **Transfers Out -**

- Money that is transferred between funds (e.g., the budget proposes a \$1.38 million transfer from the Water Operations Fund (#401) to the Utilities Capital Fund (#417)).

- **Internal Service Charges -**

- The costs of certain departments (i.e., ER&R, IT, Admin, etc.) that can be charged to other departments (i.e., Police, Fire) for the provision of goods and services. Must be based on a plan that is fair and equitable.

- **Operating Expenditures -**

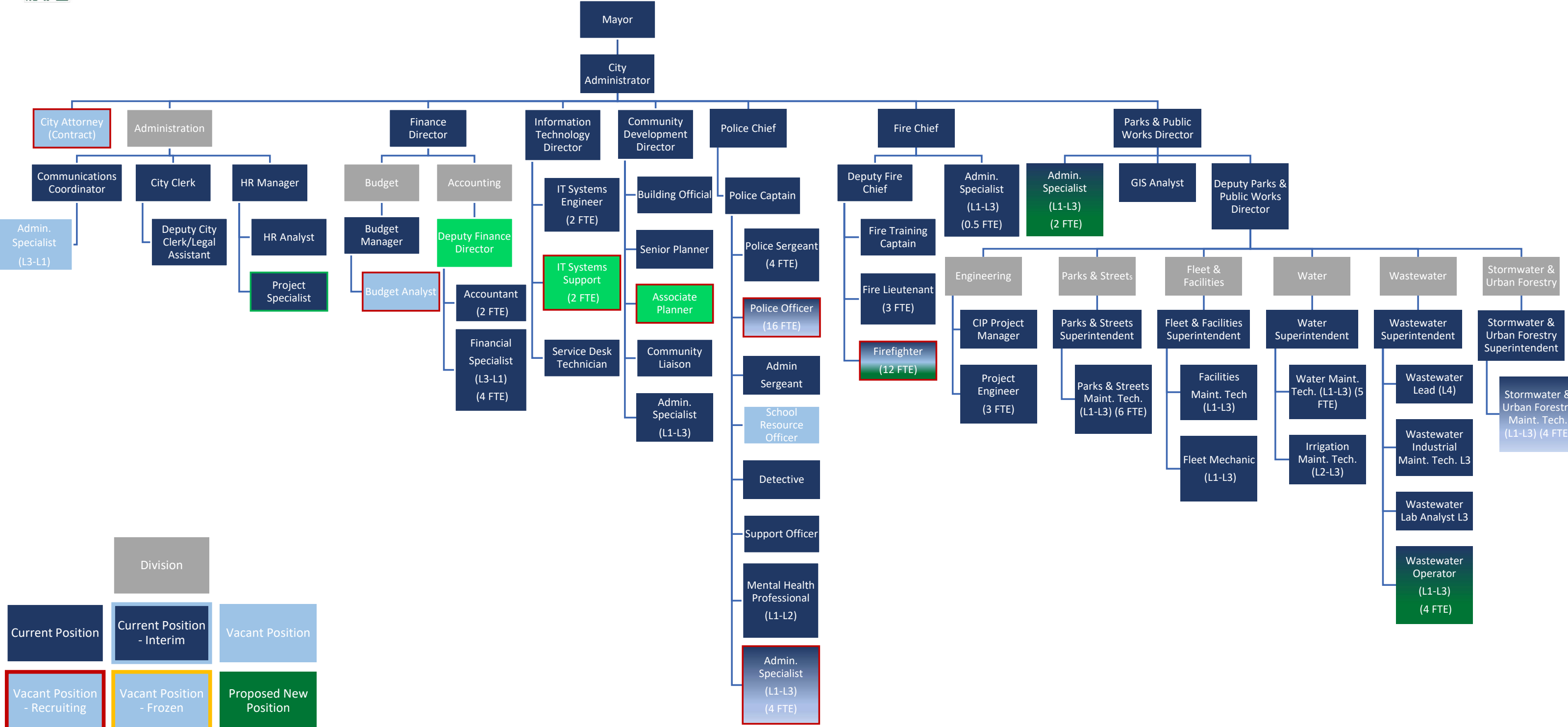
- An attempt to determine the amount of money that was/has been budgeted to leave the City (i.e., to employees or outside vendors) that is operating in nature. Does not include the purchase of capital assets.

A4: Organizational Chart





2025-2026 Biennial Budget Organizational Chart



Dated: August 30, 2024

2025-2026 Biennial Budget Staffing Table Detail

Last Updated: August 23, 2024

FTE = Full-Time Employee
LTE = Limited-Term Employee

Department	Division	Position Title	Current Authorized FTEs	Change Requested	Proposed 2025-2026 FTEs	Currently Authorized LTEs	Change Requested	Proposed 2025-2026 LTEs	Comments
Legislative		Mayor Pro Tem	0.15	0.00	0.15	0.00	0.00	0.00	
		Council Member	0.60	0.00	0.60	0.00	0.00	0.00	
		Department Total =		0.75	0.00	0.75	0.00	0.00	0.00
Administration	Executive	Mayor	0.25	0.00	0.25	0.00	0.00	0.00	
		City Administrator	1.00	0.00	1.00	0.00	0.00	0.00	
		Management Analyst	1.00	(1.00)	0.00	0.00	0.00	0.00	Converted to an Accountant
	City Attorney	City Attorney	1.00	0.00	1.00	0.00	0.00	0.00	
		Deputy City Clerk/Legal Assistant	1.00	(1.00)	0.00	0.00	0.00	0.00	Moved to City Clerk Division
	City Clerk	City Clerk	1.00	0.00	1.00	0.00	0.00	0.00	
		Deputy City Clerk/Legal Assistant	0.00	1.00	1.00	0.00	0.00	0.00	
	Communications	Communications Coordinator	1.00	0.00	1.00	0.00	0.00	0.00	
		Administrative Specialist (L1-L3)	1.00	0.00	1.00	0.00	0.00	0.00	
	Human Resources	Human Resources Manager	1.00	0.00	1.00	0.00	0.00	0.00	
		Human Resources Analyst	1.00	0.00	1.00	0.00	0.00	0.00	
		Project Specialist	0.00	0.80	0.80	0.56	(0.56)	0.00	
Department Total =		9.25	(0.20)	9.05	0.56	(0.56)	0.00		
Finance		Finance Director	1.00	0.00	1.00	0.00	0.00	0.00	
		Deputy Finance Director	0.00	1.00	1.00	0.00	0.00	0.00	
		Management Analyst	0.00	0.00	0.00	1.00	(1.00)	0.00	Eliminated
		Accounting Manager	1.00	(1.00)	0.00	0.00	0.00	0.00	
		Accountant	1.00	1.00	2.00	0.00	0.00	0.00	
		Financial Specialist (L1-L3)	4.00	0.00	4.00	0.00	0.00	0.00	
		Budget Manager	1.00	0.00	1.00	0.00	0.00	0.00	
		Budget Analyst	1.00	0.00	1.00	0.00	0.00	0.00	
		Revenue Manager	0.00	0.00	0.00	1.00	(1.00)	0.00	Eliminated
Department Total =		9.00	1.00	10.00	2.00	(2.00)	0.00		
Information Technology		IT Director	1.00	0.00	1.00	0.00	0.00	0.00	
		IT Manager	1.00	(1.00)	0.00	0.00	0.00	0.00	
		IT Systems Engineer	1.00	1.00	2.00	0.00	0.00	0.00	
		GIS Analyst	1.00	(1.00)	0.00	0.00	0.00	0.00	
		IT Systems Support	2.00	0.00	2.00	0.00	0.00	0.00	
		Service Desk Technician	1.00	0.00	1.00	0.00	0.00	0.00	
Department Total =		7.00	(1.00)	6.00	0.00	0.00	0.00		
Community Development		Community Development Director	1.00	0.00	1.00	0.00	0.00	0.00	
		Building Official	1.00	0.00	1.00	0.00	0.00	0.00	
		Senior Planner	1.00	0.00	1.00	0.00	0.00	0.00	Converted to Associate Planner
		Associate Planner	0.00	1.00	1.00	0.00	0.00	0.00	
		Assistant Planner	0.00	0.00	0.00	0.00	0.00	0.00	
		Administrative Specialist (L1-L3)	2.00	(1.00)	1.00	0.00	0.00	0.00	Converted to Assistant Planner
		Community Liaison	1.00	0.00	1.00	0.00	0.00	0.00	
Department Total =		6.00	0.00	6.00	0.00	0.00	0.00		
Police		Police Chief	1.00	0.00	1.00	0.00	0.00	0.00	
		Police Captain	1.00	0.00	1.00	0.00	0.00	0.00	Added 1 North Bend Admin Specialist
		Administrative Specialist (L1-L3)	3.00	1.00	4.00	0.00	0.00	0.00	
		Police Sergeant	4.00	0.00	4.00	0.00	0.00	0.00	
		Administrative Sergeant	1.00	0.00	1.00	0.00	0.00	0.00	
		Detective	1.00	0.00	1.00	0.00	0.00	0.00	
		Police Officer	16.00	0.00	16.00	0.00	0.00	0.00	
		School Resource Officer	1.00	0.00	1.00	0.00	0.00	0.00	
		Support Officer	1.00	0.00	1.00	0.00	0.00	0.00	
		Mental Health Professional & Community Co-Responder (L1-L2)	1.00	0.00	1.00	0.00	0.00	0.00	
Department Total =		30.00	1.00	31.00	0.00	0.00	0.00		

Department	Division	Position Title	Current Authorized FTEs	Change Requested	Proposed 2025-2026 FTEs	Currently Authorized LTEs	Change Requested	Proposed 2025-2026 LTEs	Comments
Fire & Emergency Management		Fire Chief	1.00	0.00	1.00	0.00	0.00	0.00	
		Deputy Fire Chief	1.00	0.00	1.00	0.00	0.00	0.00	
		Administrative Specialist (L1-L3)	0.50	0.00	0.50	0.00	0.00	0.00	
		Fire Training Captain	1.00	0.00	1.00	0.00	0.00	0.00	
		Fire Lieutenant	3.00	0.00	3.00	0.00	0.00	0.00	
		Firefighter	9.00	3.00	12.00	0.00	0.00	0.00	Added 3 Firefighter FTEs
Department Total =			15.50	3.00	18.50	0.00	0.00	0.00	
Parks & Public Works ²		Parks & Public Works Director	1.00	0.00	1.00	0.00	0.00	0.00	
		Deputy Parks & Public Works Director	1.00	0.00	1.00	0.00	0.00	0.00	
		Administrative Specialist (L1-L3)	1.00	1.00	2.00	0.00	0.00	0.00	
	Engineering	GIS Analyst	0.00	1.00	1.00	0.00	0.00	0.00	
		CIP Project Manager	1.00	0.00	1.00	0.00	0.00	0.00	
		Project Engineer	3.00	0.00	3.00	0.00	0.00	0.00	
	Parks & Streets	Parks & Streets Superintendent	1.00	0.00	1.00	0.00	0.00	0.00	
		Park & Street Maintenance Technician (L1-L3)	6.00	0.00	6.00	0.00	0.00	0.00	
	Water	Water Superintendent	1.00	0.00	1.00	0.00	0.00	0.00	
		Water Maintenance Technician (L1-L3)	5.00	0.00	5.00	0.00	0.00	0.00	
		Irrigation Maintenance Technician (L2-L3)	1.00	0.00	1.00	0.00	0.00	0.00	
	Wastewater	Wastewater Superintendent	1.00	0.00	1.00	0.00	0.00	0.00	
		Wastewater Lead (L4)	1.00	0.00	1.00	0.00	0.00	0.00	
		Wastewater Industrial Maintenance Technician L3	1.00	0.00	1.00	0.00	0.00	0.00	
		Wastewater Laboratory Analyst L3	1.00	0.00	1.00	0.00	0.00	0.00	
		Wastewater Operator (L1-L3)	3.00	1.00	4.00	0.00	0.00	0.00	
	Stormwater & Urban Forestry	Stormwater & Urban Forestry Superintendent	1.00	0.00	1.00	0.00	0.00	0.00	
		Stormwater & Urban Forestry Maintenance Technician (L1-L3)	4.00	0.00	4.00	0.00	0.00	0.00	
	Fleet & Facilities	Fleet & Facilities Superintendent	1.00	0.00	1.00	0.00	0.00	0.00	
		Facilities Maintenance Technician (L1-L3)	1.00	0.00	1.00	0.00	0.00	0.00	
		Fleet Mechanic (L1-L3)	1.00	0.00	1.00	0.00	0.00	0.00	
Department Total =			36.00	3.00	39.00	0.00	0.00	0.00	
Grand Total =			113.50	6.80	120.30	2.56	(2.56)	0.00	

² Authorized FTEs in the Parks & Public Works Department may change depending on Council approval of the utility rate schedule.

A5: 2025-2030 Non-Utilities Capital Improvement Plan



City of Snoqualmie
Non-Utility Capital CIP Statement of Sources and Uses 2025 - 2030
Community Center Expansion: One-Year Delay Option

Item 1.

ESTIMATED SOURCES	2025 ⁵	2026 ⁵	2027	2028	2029	2030	Totals for 2025-30
Estimated Beginning Non-Utilities CIP Cash Balance =	\$ 20,095,791	\$ 6,493,344	\$ 2,324,023	\$ 6,916,927	\$ 4,547,272	\$ 3,159,045	\$ 20,095,791
Taxes							
Transportation (TBD) Sales Tax (0.3%)	\$ 988,000	\$ 1,011,000	\$ 1,035,000	\$ 1,058,000	\$ 1,080,000	\$ 1,103,000	\$ 6,275,000
Motor Vehicle Fuel Tax ("Gas Tax")	\$ 282,000	\$ 288,000	\$ 295,000	\$ 301,000	\$ 307,000	\$ 313,000	\$ 1,786,000
Multimodal Transportation Tax	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 108,000
Restricted Transportation Taxes Subtotal	\$ 1,288,000	\$ 1,317,000	\$ 1,348,000	\$ 1,377,000	\$ 1,405,000	\$ 1,434,000	\$ 8,169,000
Real Estate Excise Tax	\$ 1,572,000	\$ 1,795,000	\$ 1,754,000	\$ 1,814,000	\$ 1,544,000	\$ 1,655,000	\$ 10,134,000
Restricted Capital Taxes - Government Types Subtotal	\$ 1,572,000	\$ 1,795,000	\$ 1,754,000	\$ 1,814,000	\$ 1,544,000	\$ 1,655,000	\$ 10,134,000
Non-Recurring Sales Tax	\$ 471,000	\$ 482,000	\$ 494,000	\$ 505,000	\$ 516,000	\$ 527,000	\$ 2,995,000
Utility Tax (~2% Allocated to Capital)	\$ 242,000	\$ 248,000	\$ 254,000	\$ 259,000	\$ 265,000	\$ 270,000	\$ 1,538,000
Committed Capital Taxes - Government Type Subtotal	\$ 713,000	\$ 730,000	\$ 748,000	\$ 764,000	\$ 781,000	\$ 797,000	\$ 4,533,000
Total Taxes	\$ 3,573,000	\$ 3,842,000	\$ 3,850,000	\$ 3,955,000	\$ 3,730,000	\$ 3,886,000	\$ 22,836,000
Grants & Intergovernmental Revenues							
Grants, Appropriations or Other Revenue Sources	\$ 1,162,208	\$ 3,373,000	\$ 2,850,000	\$ 1,800,000	\$ 500,000	\$ 537,500	\$ 10,222,708
King County Parks Levy ⁴	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 780,000
Total Grants & Intergovernmental Revenues	\$ 1,292,208	\$ 3,503,000	\$ 2,980,000	\$ 1,930,000	\$ 630,000	\$ 667,500	\$ 11,002,708
Other Increases							
Bond	\$ -	\$ -	\$ 3,620,000	\$ -	\$ -	\$ -	\$ 3,620,000
Grant or Other Undetermined Community Center Funding Sources	\$ -	\$ 5,800,000	\$ -	\$ -	\$ -	\$ -	\$ 5,800,000
Transfer from General Fund ²	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000
Interest	\$ 526,500	\$ 507,500	\$ 219,750	\$ 112,400	\$ 56,400	\$ 50,760	\$ 1,473,310
Transfers (IT Projects)	\$ 50,000	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000
Total Other Increases	\$ 576,500	\$ 6,757,500	\$ 4,339,750	\$ 112,400	\$ 56,400	\$ 50,760	\$ 11,893,310
TOTAL ESTIMATED SOURCES	\$ 25,537,499	\$ 20,595,844	\$ 13,493,773	\$ 12,914,327	\$ 8,963,672	\$ 7,763,305	\$ 65,827,809
ESTIMATED USES	2025	2026	2027	2028	2029	2030	Totals for 2025-30
Transportation Programs							
Street Resurfacing Program	\$ 439,066	\$ 685,954	\$ 595,542	\$ 615,230	\$ 688,071	\$ 744,968	\$ 3,768,830
Sidewalk Improvement Program	\$ 168,320	\$ 241,090	\$ 207,770	\$ 214,520	\$ 240,090	\$ 261,048	\$ 1,332,840
Americans with Disabilities Act (ADA) Program	\$ 73,623	\$ 86,258	\$ 79,732	\$ 81,868	\$ 89,970	\$ 96,960	\$ 508,412
Transportation Programs - Subtotal	\$ 681,009	\$ 1,013,302	\$ 883,044	\$ 911,618	\$ 1,018,132	\$ 1,102,977	\$ 5,610,081
Transportation Projects/Programs (Awaiting/Utilizing/Can utilize Grant funding)							
Town Center Improvement Project - Phase III (PC: \$14,797,050) ^{3,4}	\$ 419,500	\$ -	\$ 2,555,600	\$ 5,533,100	\$ -	\$ -	\$ 8,508,200
Meadowbrook Bridge Restoration Project (PC: \$3,163,800) ³	\$ -	\$ -	\$ -	\$ 296,200	\$ 2,692,600	\$ -	\$ 2,988,800
Railroad Crossing Project	\$ -	\$ 2,144,500	\$ -	\$ -	\$ -	\$ -	\$ 2,144,500
Complete Streets Improvement Program	\$ 67,800	\$ 80,625	\$ 68,242	\$ 71,254	\$ 81,064	\$ 88,422	\$ 457,407
Transportation Projects with Grant Funding - Subtotal	\$ 487,300	\$ 2,225,125	\$ 2,623,842	\$ 5,900,554	\$ 2,773,664	\$ 88,422	\$ 14,098,907
Total Transportation Projects/Programs	\$ 1,168,309	\$ 3,238,427	\$ 3,506,886	\$ 6,812,171	\$ 3,791,796	\$ 1,191,399	\$ 19,708,989
Parks/Open Space Capital Projects/Programs							
Playgrounds Replacement Program	\$ 689,424	\$ -	\$ 593,877	\$ -	\$ 669,665	\$ -	\$ 1,952,966
Trails Improvement Program	\$ -	\$ 134,029	\$ -	\$ 114,525	\$ -	\$ 139,131	\$ 387,685
Sport Court Improvement Program	\$ 28,600	\$ 29,871	\$ 29,542	\$ 31,813	\$ 34,125	\$ 38,172	\$ 192,124
Parks Parking Lot Resurfacing Program	\$ -	\$ 134,806	\$ -	\$ 138,860	\$ -	\$ 161,283	\$ 434,949
Parks Facilities Improvement Program	\$ 43,072	\$ 42,611	\$ 35,750	\$ 37,090	\$ 42,205	\$ 46,173	\$ 246,901
Rivertrail Project - NW of Sandy Cove Park (PC: \$3,607,751) ³	\$ 2,678,560	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,678,560
Parks/Open Space/Community Capital Projects - Subtotal	\$ 3,439,656	\$ 341,318	\$ 659,169	\$ 322,288	\$ 745,995	\$ 384,758	\$ 5,893,184
Parks/Open Space Capital Projects/Programs (Awaiting/Utilizing Funding from outside City Source)							
Riverfront Land Acquisitions & Demolitions (PC: Variable or unknown \$) ³	\$ 850,000	\$ -	\$ 1,000,000	\$ -	\$ 650,000	\$ -	\$ 2,500,000
Rivertrail Project - Arboretum Trail	\$ -	\$ 249,100	\$ 871,100	\$ 589,500	\$ -	\$ -	\$ 1,709,700
Rivertrail Project - Boardwalk (PC: \$ 6,212,240) ^{3,4}	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,496,140	\$ 1,496,140
Environmental Improvement Program	\$ -	\$ 57,600	\$ -	\$ 58,810	\$ -	\$ 68,282	\$ 184,692
Parks/Open Space Capital Projects/Programs with Grant Funding - Subtotal	\$ 850,000	\$ 306,700	\$ 1,871,100	\$ 648,310	\$ 650,000	\$ 1,564,422	\$ 5,890,532
Total Parks/Open Space/Community Capital Projects/Programs	\$ 4,289,656	\$ 648,018	\$ 2,530,269	\$ 970,597	\$ 1,395,995	\$ 1,949,181	\$ 11,783,716
Facility Projects/Programs							
Facilities Improvement Program	\$ 277,559	\$ 273,455	\$ 229,290	\$ 236,286	\$ 268,835	\$ 293,922	\$ 1,579,349
Police Station Facility improvements Project	\$ -	\$ 251,600	\$ 93,400	\$ -	\$ -	\$ -	\$ 345,000
Fire Station Facility Improvement Project	\$ -	\$ 74,300	\$ -	\$ -	\$ -	\$ -	\$ 74,300
Facility Project/Programs - Subtotal	\$ 277,559	\$ 599,355	\$ 322,690	\$ 236,286	\$ 268,835	\$ 293,922	\$ 1,998,649
Facility Projects Awaiting/Utilizing Outside City Sources							
Community Center Expansion Project (PC: \$30,226,669) ^{3,4,7}	\$ 13,171,630	\$ 13,249,021	\$ -	\$ -	\$ -	\$ -	\$ 26,420,651
Facility Projects Awaiting/Utilizing Outside City Sources - Subtotal	\$ 13,171,630	\$ 13,249,021	\$ -	\$ -	\$ -	\$ -	\$ 26,420,651
Total Facility Projects/Programs	\$ 13,449,189	\$ 13,848,377	\$ 322,690	\$ 236,286	\$ 268,835	\$ 293,922	\$ 28,419,300
IT Projects							
Server Improvements	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Fiber Optic Backbone replacement	\$ 50,000	\$ 375,000	\$ -	\$ -	\$ -	\$ -	\$ 425,000
IT Projects - Subtotal	\$ 50,000	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000
Debt Service ⁶	\$ 87,000	\$ 87,000	\$ 217,000	\$ 348,000	\$ 348,000	\$ 348,000	\$ 1,435,000
TOTAL ESTIMATED USES	\$ 19,044,154	\$ 18,271,821	\$ 6,576,846	\$ 8,367,055	\$ 5,804,627	\$ 3,782,502	\$ 61,847,005
Estimated Ending Non-Utility CIP Cash Balance	\$ 6,493,344	\$ 2,324,023	\$ 6,916,927	\$ 4,547,272	\$ 3,159,045	\$ 3,980,804	\$ 3,980,804

Project & Programs by Color	
	Transportation Sources and Uses
	Sources that can be used for Transportation, Parks, and Facilities
	Parks/Open Space Sources and Uses
	Facilities Sources and Uses
	IT Sources and Uses
	Debt Service

¹This revenue forecast assumes that the voter-approved 2020-2025 King County Parks Levy will be replaced by a new county-wide parks levy.

²Depends upon a policy decision from Council regarding what to do with excess cash, above adopted reserve levels, that may accumulate within "Government Type - Operating".

³PC refers to the total Project Cost for those projects that began before 2025 and/or will extend after 2030.

⁴This Statement of Sources and Uses attempts to include revenues primarily from known and/or awarded grants. However, certain grants are only awarded to projects that are included in the City's CIP and have committed City funding. In order to meet these eligibility requirements, the funding mix for this project includes grants that have not yet been awarded.

⁵Costs during these years have been adjusted to accommodate for a one-year Community Center delay. Changes include a 6% escalation for Community Center project costs, the loss of a \$1.2 million YMCA grant, and the redistribution of city labor costs, which results in an decrease of labor costs for other projects occurring in 2025 and a decrease of labor costs for other projects occurring in 2026. A bond is not assumed for the funding gap shown on the Community Center Project Worksheet, resulting in decreased debt service from the 6/18/2024 version of the Non-Utility CIP. In addition, Art has been adjusted to \$50,000, which is the maximum that can be assigned to any one project by Ord. 913.

⁶If the *Grant or Other Undetermined Community Center Funding Sources* is determined to be a bond, debt service would increase by \$1.7 million over the 6-year CIP, or by \$416 thousand annually from 2028 and onward. Unlike the two-year delay scenario, bonding for this amount would not result in an increase to the current *Grant or Other Undetermined Community Center Funding Sources* in order to maintain an adequate ending fund balance of 1.5 times annual debt service.

⁷The intent is that as soon as an acceptable set of options and funding is secured to move forward with this project.

A6: Financial Management Policy





FINANCIAL MANAGEMENT POLICY

TABLE OF CONTENTS

1.0 INTRODUCTION AND OBJECTIVES

2.0 RESERVES AND FUND BALANCE

- 2.1 Fund Balance Definitions
- 2.2 Fund Type Definitions
- 2.3 Reserve Level Target – Governmental Operating (General Fund, Reserve Fund, and Other Managerial Funds)
- 2.4 Reserve Level Target - Governmental Operating (Special Revenue)
- 2.5 Reserve Level Target – Governmental Capital
- 2.6 Reserve Level Target – Enterprise Funds
- 2.7 Reserve Level Target – Internal Service Funds
- 2.8 Replenishment of Reserves
- 2.9 Excess Reserves

3.0 REVENUES

- 3.1 Revenue Objectives
- 3.2 Fee Schedule
- 3.3 Cash Management
- 3.4 Revenue Distribution to l Funds
- 3.5 Grants Management
- 3.6 Donations & Gifts

4.0 EXPENDITURES & PROCUREMENT

- 4.1 Expenditure Objectives
- 4.2 Efficiency
- 4.3 Purchasing Standards
- 4.4 Purchasing Authorization & Accountability
- 4.5 Level of Purchasing & Commitment Authority
- 4.6 Purchasing Controls & Methods
- 4.7 Exemptions to Purchasing & Commitment Thresholds
- 4.8 Personnel Expenditures

5.0 BUDGET

- 5.1 Budget Objective
- 5.2 Budget Principles
- 5.3 Budget Scope & Basis
- 5.4 Balanced Budget Requirement
- 5.5 Internal Cost Allocation
- 5.6 Budget Amendments
- 5.7 Service Levels and Funding
- 5.8 Maintenance and Replacement
- 5.9 Enterprise Fund Budgets
- 5.10 Budget Reporting

6.0 CAPITAL BUDGET

- 6.0 Objective
- 6.1 Capital Definitions
- 6.2 Capital Improvement Plan (CIP)
- 6.3 CIP Criteria & Ranking
- 6.4 Project Source & Identification
- 6.5 CIP Planning Process
- 6.6 CIP Progress & Reporting

7.0 DEBT MANAGEMENT

- 7.1 Debt Purpose
- 7.2 Debt Practices
- 7.3 Bond Terms & Methods
- 7.4 Bond Rating
- 7.5 Financial Guarantees

8.0 INVESTMENTS

- 8.1 Policy and Scope
- 8.2 Prudence
- 8.3 Objective
- 8.4 Delegation of Authority
- 8.5 Ethics and Conflicts of Interest
- 8.6 Authorized Financial Dealers and Institutions
- 8.7 Authorized and Suitable Investments
- 8.8 Safekeeping and Custody
- 8.9 Diversification
- 8.10 Reporting

9.0 LONG-TERM FINANCIAL PLANNING

- 9.1 Model Objective

10.0 AUDITING, ACCOUNTING & INTERNAL CONTROL

- 10.1 Internal Control
- 10.2 Accounting Write-offs
- 10.3 Petty Cash and Bank Account Controls
- 10.3 Capital Asset Threshold
- 10.4 Inventory of Small and Attractive Items
- 10.5 Surplus Assets

11.0 RISK MANAGEMENT

1.0 INTRODUCTION AND OBJECTIVES

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

1.1 Policy Objectives

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

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

1.1.1 Financial Procedures

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

2.0 RESERVES AND FUND BALANCE

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

2.1 Fund Balance Definitions

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

2.1.1 Non-spendable Fund Balance

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

2.1.2 Restricted Fund Balance

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

will be designated as restricted.

2.1.3 Committed Fund Balance

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

2.1.4 Assigned Fund Balance

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

2.1.5 Unassigned Fund Balance

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

2.2 Fund Type Definitions

As defined by the Budgeting, Accounting, and Reporting System (BARS) Manual of the Washington State Auditor's Office.

2.2.1 General Fund

Used to account for and report all financial resources not accounted for and reported in another fund.

2.2.2 Reserve Fund

Used to set aside certain resources within the General Fund in order to provide support to the General Fund during a financially challenging period. In addition, the Reserve Fund helps to provide visibility over the amount set aside.

2.2.3 Other Managerial Funds

Used to set aside certain resources within the General Fund in order to provide a higher degree of control and visibility over those resources.

2.2.4 Special Revenue Funds

Used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specific purposes other than debt service or capital projects.

2.2.5 Capital Project Funds

Used to account for and report financial resources that are restricted, committed, or assigned to expenditure for the acquisition or construction of capital facilities or other capital assets.

2.2.6 Enterprise Funds

Used to report any activity for which a fee is charged to external users for goods or services. Enterprise funds are required for any activity whose principal revenue sources meet any of the following criteria: (1) Debt backed solely by a pledge of the net revenues from fees and charges, (2) legal requirement to recover cost, (3) policy decision to recover cost.

2.2.7 Internal Service Funds

Use to report any activity that provides goods or services to other funds, departments or agencies of the government, or to other governments, on a cost-reimbursement basis.

2.3 Reserve Level Target and Fund Balance – Governmental Operating (General Fund, Reserve Fund, and Other Managerial Funds)

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

2.3.1 Reserve Fund

The City of Snoqualmie shall establish a separate fund for reserves assigned or committed to the General Fund. Reserves may only be used with approval of the City Council. The fund balance carried annually within the Reserve Fund (i.e., Reserve Level Target) should equal between 15-20% of annual ongoing General Fund expenditures.

2.3.2 Conditions for Using General and Reserve Fund Balances

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

2.3.3 Other Managerial Funds

The fund balance carried annually within managerial funds may equal between 15-20% of annual operating expenditures.

2.4 Reserve Level Target – Governmental Operating (Special Revenue Funds)

The fund balance that accumulates within a Special Revenue Fund must be used in accordance with the restrictions placed on the revenue and will be monitored continuously to ensure compliance. The fund balance carried annually within special revenue funds, except for the ARPA Covid Local Recovery Fund, may equal between 15-20% of annual operating expenditures.

2.4.1 Drug Enforcement Fund

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

2.5 Reserve Level Target – Governmental Capital (Capital Project Funds)

The fund balance carried annually within capital project funds should equal one and a half times (1.5x) total annual debt service.

2.5.1 Real Estate Excise Tax (REET)

The Real Estate Excise Tax (REET) is levied on all sales of real estate, measured by the full selling price, including the amount of any liens, mortgages, and other debts given to secure

a purchase. As defined by Ch. 84.46.035 RCW, the City of Snoqualmie is authorized to levy REET and use in accordance with state law. REET revenues shall be allocated towards capital projects as defined in the six-year adopted Capital Improvement Plan (CIP) and should be leveraged towards debt service obligations.

2.6 Reserve Level Target - Enterprise Funds

It is the goal of enterprise funds to cover the cost of operations, capital improvements and maintenance, and debt service while maintaining a financially healthy enterprise over time. The City will establish utility rates and capital connection fees that are structured to meet several financial requirements. The Enterprise fund balance financial indicators are as follows:

- 2.6.1 Capital reserves:** as defined within the most recent utility rate study.
- 2.6.2 Operating reserves:** equal to 90 days of operating expenditures for water, wastewater, and stormwater .
- 2.6.3 Debt service reserves:** as defined by bond covenants or equal to the amount needed to pay for one and a half times (1.5x) total annual debt service.
- 2.6.4 Debt coverage ratio:** net revenues (operating revenues over operating expenditures) equal to one and half times (1.5x) total annual debt service, in support of a strong city bond rating.

2.7 Reserve Level Target – Internal Service Funds

It is the goal of internal service funds to cover the cost of operations, annual maintenance, and the replacement of certain capital assets on a lifecycle such as network servers or vehicles. The fund balance carried annually within an internal service fund should equal between 15-20% of annual operating expenditures, plus an amount that adequately accounts for the City's preferred financial method to replace all capital assets at the end of their lifecycle/useful life.

2.8 Replenishment of Reserves

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

2.9 Excess Fund Balances

Fund balances above the targeted reserve levels should be used for new expenditures, with emphasis on one-time uses that achieve future operating cost reductions, capital asset investments with a long-term benefit or prepaying existing debt. Use of excess fund balance above a reserve level target of 20% or the reserve level target as specified under sections 2.5 and 2.6 may be determined by the Administration subject to the approval authority of Council as expressed in other sections of this Financial Management Policy.

3.0 REVENUES

3.1 Revenue Objectives

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

- 3.1.1 Fees** may be set at levels sufficient to cover the entire cost of service delivery.

Service delivery costs may be subsidized, as Council deems appropriate.

All utility enterprise funds shall be self-supporting, generating enough revenue to pay for all operating, debt, and capital costs. Utility rate studies will be conducted periodically and should divide costs equitably among customer classes per benefit and cost of service. If rates are set that subsidize one class of customer at the expense of another, this action should be taken in support of explicit City policy, or a plan should be put into place to bring customer classes back into alignment with their respective cost of service.

3.2 Fee Schedule

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

3.3 Cash Management

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

3.4 Revenue Distribution to Funds

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

3.5 Grants Management

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

3.6 Donations & Gifts

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

3.6.1 Substantial Gifts

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

by the City Council.

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

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

4.0 EXPENDITURES & PROCUREMENT

4.1 Expenditure Objectives

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

The objectives of the expenditure guidelines are:

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

4.2 Efficiency

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

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

4.3 Purchasing Standards

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

- Using information available to an employee solely because of their position for personal

profit, gain, or advantage. An employee should recuse themselves from the appearance of conflict of interest

- Directly or indirectly furnishing estimating services, or any other services or information not available to all prospective bidders, to any person bidding on, or who may reasonably be expected to bid on, a contract.
- Using their position or status in the city to solicit business of any kind directly or indirectly for private use or to obtain supplies and equipment at special discounts or with special concessions from any vendor who sells or solicits sales to the city.

4.4 Purchasing Authorization & Accountability

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

4.4.1 Authorized Purchasers

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

4.4.2 Auditing Officer

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

4.4.2.1 Claim Reporting

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

4.5 Level of Purchasing and Commitment Authority

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

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

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

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

4.5.1 Minor Contracts

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

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

4.5.2 Definitions

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

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

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

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

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

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

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

Purchasing and Contract Commitment Thresholds

PROCUREMENT CATEGORY	DOLLAR LIMIT	Procedural Requirement(s)	APPROVAL AUTHORITY	REQUIRED SECONDARY APPROVAL
<i>Materials, Supplies, & Equipment</i>				
Materials, Supplies, & Equipment (Including Capital Equipment)	Under \$2,000	Purchasing Card	Authorized Staff	None ¹
	\$2,000-\$7,500	Purchasing Card	Authorized Staff	Manager
	Over \$7,500-\$15,000	Purchasing Card, Purchase Cooperative, Vendor Roster, OR Formal Competitive Bid	Manager	Department Director
	Over \$15,000 - \$50,000	Purchasing Card, Purchase Cooperative, Interlocal Agreement OR Formal Competitive Bid	Department Director	Mayor or City Administrator
	Over \$50,000	Purchase Cooperative, Interlocal Agreement OR Formal Competitive Bid	Mayor or City Administrator	City Council
<i>Personal Services</i>				
Architectural, Engineering & Landscape Architect Services ("A&E")	Under \$15,000	MRSC Consultant/Vendor Roster OR On-Call Contract	Manager	Department Director
	\$15,000-\$50,000	MRSC Consultant/Vendor Roster OR On-Call Contract	Department Director	Mayor or City Administrator
	Over \$50,000-\$100,000	MRSC Consultant/Vendor Roster OR On-Call Contract	Mayor or City Administrator	City Council
	Over \$100,000	MRSC Consultant/Vendor Roster, On-Call Contract or Request for Qualifications	Mayor or City Administrator	City Council
General or Purchased Services (Other Than A&E)	Under \$15,000	<u>Purchasing Card</u> OR Vendor Roster	Manager	Department Director
	\$15,000-\$50,000	Purchasing Card, Purchase Cooperative, Vendor Roster, OR None	Department Director	Mayor or City Administrator
	Over \$50,000	Purchase Cooperative, Interlocal Agreement (of any dollar amount), Vendor Roster OR None	Mayor or City Administrator	City Council

PROCUREMENT CATEGORY		DOLLAR LIMIT	Procedural Requirement(s)	APPROVAL AUTHORITY	REQUIRED SECONDARY APPROVAL
<i>Technology Systems & Services</i>					
Technology Systems & Services		Under \$7,500	<u>Purchasing Card</u>	Authorized Staff	Manager
		\$7,500-\$15,000	<u>Purchasing Card</u> , Purchase Cooperative, Consultant/Vendor Roster, OR Competitive Negotiation	Manager	Department Director
		Over \$15,000-\$50,000	Purchasing Card, Purchase Cooperative, Consultant/Vendor Roster, OR Competitive Negotiation	Department Director	Mayor or City Administrator
		Over \$50,000	Purchase Cooperative, Consultant/Vendor Roster, OR Competitive Negotiation	Mayor or City Administrator	City Council
<i>Public Works</i>					
Public Works Project Staff Labor	Single Craft	Under \$75,500	None	Manager	Department Director
	Multi Craft	Under \$116,155	None	Manager	Department Director
Public Works Contract		Under \$7,500	None	Authorized Staff	Manager
		\$7,500-\$50,000	Limited Small Works Roster OR Small Works Roster	Manager	Department Director
		Over \$50,000-\$116,155	Small Works Roster OR Formal Competitive Bid	Department Director	Mayor or City Administrator
		Over \$116,155-\$350,000	Small Works Roster OR Formal Competitive Bid	Mayor or City Administrator	City Council
		Over \$350,000	Formal Competitive Bid	Mayor or City Administrator	City Council
<i>Amendments & Change Orders</i>					
Contract Amendments (Services)		No Value Change	None ²	Manager	Department Director
		Under \$50,000, cumulatively	None ²	Department Director	Mayor or City Administrator
		Over \$50,000, cumulatively	None ²	Mayor or City Administrator	City Council
Change Orders (Public Works)		No Value Change	None ²	Manager	Department Director
		Under \$50,000, cumulatively	None ²	Department Director	Mayor or City Administrator
		Over \$50,000, cumulatively	None ²	Mayor or City Administrator	City Council

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

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

4.6 Purchasing Controls & Methods

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

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

4.6.1 Commercial Card Program

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

4.7 Exemptions to Purchasing and Commitment Thresholds

4.7.1 Sole Source

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

4.7.2 Favorable Market Conditions

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

4.7.3 Insurance and Bonds

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

4.7.4 Emergency Purchases

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

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

normal working hours.

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

4.8 Personnel Expenditures

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

4.8.1 Travel and Training

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

5.0 BUDGET

5.1 Budget Objective

The formal operating budget development process provides the primary mechanism by which key decisions are made regarding the levels and types of services to be provided, through the city council's appropriation of funds, functional classification, or capital programs or projects given the anticipated level of available resources. The City Council will meet to discuss Council goals and priorities prior to the start of the budget development process.

The budget will be developed per Ch. 35A.34 RCW.

5.2 Budget Principles

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

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

5.2 B. Critically examine past spending patterns

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

5.2 C. Prioritize programs and services

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

mandates.

5.2 D. Risk management and mitigation of liabilities

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

5.2 E. Establish preferences for budget balancing strategies

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

5.3 Budget Scope & Basis

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

5.4 Balanced Budget Requirement

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

5.5 Internal Cost Allocation

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

5.5.1 References Guides

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

5.5.2 Definitions

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

5.5.3 Costs to be allocated

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

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

5.6 Budget Amendments

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

5.6.1 Administrative Budget Adjustments

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

5.6.2 Personnel Adjustments

Any personnel adjustment that increases the City's ongoing expenditures relative to ongoing revenue, and negatively changes service levels as established by Council, requires legislative approval. Any personnel adjustment that does not lead to an increase in ongoing expenditures relative to ongoing revenue nor changes service levels negatively can be executed by the Administration without legislative approval.

5.7 Service Levels and Funding

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

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

5.7.1 Social Services Organization Funding Requests

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

5.8 Maintenance and Replacement

Maintenance and replacement funding should be prioritized each year to ensure that capital facilities and equipment are sufficiently maintained to avoid service disruptions. Non-current liabilities have important implications for a local government's fiscal health. The City will strive to maintain its

capital assets in a manner adequate to protect the City's capital investment and to minimize future liabilities for maintenance and replacement costs.

5.8.1 Capital Asset Management

The City should inventory and assess the condition of its buildings, equipment, and vehicles on a periodic basis. Budget development should include a multi-year projection of facilities, parks, equipment, vehicle replacement requirements and new asset additions. The budget should provide sufficient funding for adequate maintenance and orderly replacement of capital plant and equipment. Future maintenance needs and repairs should be costed out and included as budgetary decision criteria for the appropriate internal service fund.

5.9 Enterprise Fund Budgets

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

5.10 Budget Reporting

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

6.0 CAPITAL BUDGET

6.0 Objective

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

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

6.1 Capital Definitions

Capital Outlay: The City defines a capital outlay as the acquisition or renewal of relatively small or inexpensive physical assets with a useful life greater than one year. Examples include lawn mowers and laptops. Capital outlay expenditures are typically tracked in operating funds or internal service funds.

Capital Program: The City defines a capital program as the continuous acquisition or renewal, over

an extended period of time, of similar long-term physical assets with a useful life greater than one year. Given its continuous and ongoing nature, a capital program retains permanence in the Capital Improvement Plan. Examples include the resurfacing of streets and the replacement of utility mains.

Capital Project: The City defines a capital project as the discrete and one-time acquisition or renewal of a long-term physical asset(s) with a useful life greater than one year. Given its one-time nature, a capital project will exist for a finite period of time in the Capital Improvement Plan. Examples include the acquisition of a fire station or the replacement of a lift station.

6.2 Capital Improvement Plan (CIP)

The Capital Improvement Plan (CIP) is a planning and financial management tool that helps the City identify and prioritize capital investments over a six-year period. Based on staff recommendations, stakeholder and public input, and Council deliberation, the CIP establishes the scope and cost of capital investments, communicates the estimated funding available from various sources, and balances both cost and the resources available in a cohesive and efficient financial plan. This long-term plan will provide guidance for each biennial budget process as well as for Council goal-setting processes.

The CIP is required by the State of Washington Growth Management Act to bring the Comprehensive Plan to life and should be informed by all master and functional plans (Water System Plan, General Sewer Plan, Parks, Recreation, Open Space, and Trails Plan (PROST)). The CIP will help the City to plan capital programs and projects wisely and most efficiently to maximize community impact with long-term sustainability in mind. In addition, as a critical communications tool, the CIP will increase the transparency of the capital decision-making process. Given its explicit and forward-looking nature, the City can avoid long-term adverse financial and operating surprises by creating and adopting a CIP.

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

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

6.3 CIP Criteria and Ranking

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

6.4 Project Source and Use Identification

Capital project and program submissions shall include multi-year funding sources, including grants, applicable impact fees, special funding, and other outside sources. Multi-year project costs shall include acquisition, design, permitting, inspections, mitigation, construction, in-house staff time,

inflationary costs and contingency.

6.4.1 Project Sources

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

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

6.4.1.1 Funding Source Cash Flow

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

6.4.2 Capital Cost Thresholds

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

Capital program or project expenditures over \$50,000 during a six-year period should be included in the CIP. Projects should not be combined to meet the minimum standard unless they are dependent upon each other. Projects should not be separated to forego the maximum standard.

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

6.4.2.1 Impact on Operating Budget

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

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

6.4.2.2 Public Art Funding

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

6.5 Planning Process

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

6.6 CIP Progress and Reporting

The City Council will receive a quarterly progress report regarding the CIP to include budget versus actual reporting. The progress report should be provided within sixty (60) days after the end of each quarter.

7.0 DEBT MANAGEMENT

7.1 Debt Purpose

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

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

7.2 Debt Practices

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

- Utilization of the Public Works Loan Fund, per WAC 399.30 for allowable purposes, if available.
- Utilization of interfund loans as per the BARS Manual.
- Issuance of revenue bonds to fund proprietary capital infrastructure projects such as water, sewer, and stormwater
- Issuance of councilmanic limited tax general obligation bonds for capital projects that generate adequate revenues from user fees to support operations and or debt service requirements.
- Issuance of councilmanic limited tax general obligation bonds for capital projects that are authorized to be supported by the General Fund or capital project funds through the Capital Improvement Plan (CIP) for debt service requirements.

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

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

improvement.

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

7.3 Bond Terms & Methods

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

7.4 Bond Rating

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

7.5 Financial Guarantees

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

8.0 INVESTMENTS

8.1 Policy and Scope

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

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

8.2 Prudence

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

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

8.3 Objective

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

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

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

8.4 Delegation of Authority

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

8.5 Ethics and Conflicts of Interest

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

8.6 Authorized Financial Dealers and Institutions

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

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

8.7 Authorized and Suitable Investments

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

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

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

Certificate of Deposit: A negotiable or nonnegotiable instrument issued by commercial

banks, located in the State of Washington, and insured up to the Federal Deposit Insurance Corporation (FDIC), or, if exceeding FDIC coverage, is fully insured or collateralized.

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

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

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

8.8 Safekeeping and Custody

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

8.9 Diversification

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

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

8.10 Reporting

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

9.0 LONG-TERM FINANCIAL PLANNING

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

9.1 Model Objective

Long-term financial models that address all funds should be utilized by the City Council, Mayor, and Administration in strategizing and aligning financial capacity with the City Council Strategic Plan. Long-term financial models serve as a foundation for conversations regarding allocation of resources and project planning. The forecasting methods utilized should be objective in nature to

minimize the risk of being too pessimistic or too optimistic.

The City's long-term financial models should include a governmental operating financial forecast, addressing the General and Reserve funds, a governmental capital financial plan, commonly observed through the six-year CIP, an enterprise (i.e., utilities) financial plan, often presented through the utility rate study and six-year CIP, and an internal cost allocation plan, which addresses the replacement schedule of important assets such as vehicles and software systems.

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

10.0 AUDITING, ACCOUNTING & INTERNAL CONTROL

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

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

10.1 Internal Control

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

Council will adopt financial management policy and communicate with the State Auditor's Office as part of the annual financial audit entrance and exit conferences.

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

10.2 Accounting Write-offs

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

- Standardized collection procedures have been exhausted.
- A determination has been made that the debt is uncollectible or that further measures to collect the debt are inappropriate and deemed to exceed the cost of collection.
- The characteristics of the debt are such that write-off is appropriate - If funds are uncollectible, the Finance Director should determine for write offs to an individual bad debt expenditure up to \$5,000 up to an aggregate annual amount of \$50,000. City Council approval is required for balances above the annual threshold and must accompany the write off to the bad debt expenditure.

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

10.3 Petty Cash and Bank Account Controls

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

10.4 Inventory of Small and Attractive Items

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

10.5 Surplus Assets

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

10.5.1 Surplus or Inter-Governmental Disposition of Public Utility Assets

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

11.0 RISK MANAGEMENT

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

FINANCIAL MANAGEMENT POLICY ADOPTION

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

Policy Adopted on: June 10, 2024

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

A7: Department Presentations



A8: Vehicle & Equipment Replacement Schedule



[illegible]

Stormwater Division (38)

[illegible]

Street Division (42)

[illegible]

Fleet Division (48)

[illegible]Parks Department (76)

401	2008	FORD	F-250 Ext. cab 4x4	124477	\$ 75,000		\$ 77,250									\$ 103,522											\$ 139,522
403	2009	FORD	F-350 4X4	96750	\$ 82,000		\$ 86,994																				
404	2011	FORD	F-350 Ext. cab 4x4	82363	\$ 82,000								\$ 100,850													\$ 135,534	
405	2020	FORD	F-350 Ext. cab 4x4	21847	\$ 82,000											\$ 127,753										\$ 135,534	
406	2008	TORO	4100D	1214	\$ 120,000		\$ 127,308									\$ 171,091											\$ 229,932
409	2021	TORO	54" Walkbehind	245	\$ 12,700		\$ 13,473						\$ 15,619				\$ 18,107								\$ 20,990		
412	2013	MOWER-TORO	4700 M#30868	3089	\$ 150,000		\$ 159,135							\$ 201,587											\$ 255,365		
421	1999	PAROS	Trailer 2 1/2 T	na	\$ 20,000		\$ 21,218																		\$ 33,057		
422	2023	EAGLE	Trailer 1 1/2 T	na	\$ 12,000									\$ 16,127												\$ 21,673	
423	2020	KUBOTA	SIDE BY SIDE	154	\$ 21,600											\$ 33,652											
430	2020	KUBOTA	L4701 TRACTOR	254	\$ 62,900											\$ 97,996											
433	2020	TORO	54" Walkbehind	598	\$ 12,700		\$ 13,081				\$ 15,164					\$ 17,579									\$ 20,379		\$ 23,625
434	2008	FORD	F-250	83750	\$ 75,000				\$ 84,413									\$ 113,444									
437	2022	EAGLE	Trailer 1 1/2 T	na	\$ 12,000							\$ 15,201															
441	2007	TORO	Sand Pro 2020	1104	\$ 20,000	\$ 20,000								\$ 26,878											\$ 36,122		
41	2003	TORO	Sand Pro 2020	854	\$ 20,000		\$ 21,218									\$ 27,684											\$ 37,205
442	2020	TORO	GM3500D	801	\$ 65,000						\$ 77,613														\$ 117,397		
444	2023	PJ TRAILER	Trailer	na	\$ 12,000														\$ 18,151								
460	2013	TORO	Z450	580	\$ 16,500		\$ 17,505					\$ 20,293					\$ 23,525								\$ 27,272		
465	2022	YAMAHA	YFM45KPAM	50	\$ 13,800							\$ 17,481													\$ 23,494		
467	2013	DR MOWER	Walk Behind	na	\$ 12,700		\$ 13,081				\$ 15,164					\$ 17,579								\$ 20,379			\$ 23,625
470	2023	TORO BLOWER	Towbehind Buff.	5	\$ 13,000	\$ 13,000								\$ 17,995												\$ 23,479	
472	2011	PJ TRAILER	TILT 14K	na	\$ 20,000						\$ 23,881														\$ 32,094		
477	2018	CARGOMATE	Enclosed Trailer	na	\$ 22,600			\$ 24,696										\$ 33,189									
503	2012	Chevrolet	Colorado	56257	\$ 55,000		\$ 58,350													\$ 83,193							
217	2018	PJ TRAILER	7K TILT	na	\$ 12,000				\$ 13,506											\$ 18,151							
Estimated Annual Cost					\$ 1,386,100	\$ 135,000	\$ 251,938	\$ 356,675	\$ 60,101	\$ 114,802	\$ -	\$ 131,822	\$ 136,762	\$ 32,682	\$ 16,127	\$ 246,460	\$ 710,363	\$ 41,632	\$ 157,427	\$ 255,628	\$ 158,913	\$ 190,249	\$ 352,387	\$ 278,859	\$ 21,673	\$ 59,601	\$ 453,909
Total Cost					\$ 13,882,477	\$ 2,016,000	\$ 2,038,647	\$ 1,078,088	\$ 1,461,011	\$ 684,893	\$ 1,614,868	\$ 1,458,798	\$ 316,323	\$ 2,674,671	\$ 361,856	\$ 2,497,520	\$ 1,675,697	\$ 757,064	\$ 2,532,087	\$ 653,440	\$ 280,434	\$ 2,355,707	\$ 789,287	\$ 3,809,291	\$ 313,360	\$ 1,936,583	\$ 1,472,195

A9: Glossary of Common Budget Terms



GLOSSARY OF COMMONLY USED BUDGET TERMS

Accrual Basis-A method of accounting in which revenue is recorded in the period in which it is earned (whether or not it is collected in that period), and expenses are reported in the period when they are incurred (not when the disbursements are made). This method differs from the cash basis of accounting, in which income is considered earned when received and expenses are recorded when paid.

Administrative Departments- Refers to organizational units or departments that primarily provide services to other departments or divisions.

Accounts receivable (AR)- The amount of money owed by customers to the City after services have been delivered and/or used.

Accounts payable (AP)- The amount of money the City owes vendors and other agencies in return for goods and/or services they have delivered.

Agency Fund- A governmental accounting classification used to describe those situations where one jurisdiction is acting on behalf of another.

Assessed Valuation- The value assigned to properties within the city that is used in computing the property taxes to be paid by property owners.

BARS- The Budgeting, Accounting, and Reporting System for accounting systems prescribed by the Washington State Auditor's Office.

Benefits -City-provided employee benefits, such as social security insurance, retirement, worker's compensation, life insurance, medical insurance, vision insurance. and dental insurance.

Biennial Budget- A budget covering a two-year period. Under state law, a biennium begins with an odd numbered year

Budget- A financial plan of operations for the city. It is a plan, not a list of accounts and amounts.

Budget - Adopted and Proposed- The Mayor submits to the City Council a recommended expenditure and revenue level for all City operations for the coming fiscal year as the Proposed Budget. When the City Council agrees upon the revenue and expenditure levels, the Proposed Budget becomes the Adopted Budget, funds are appropriated, and legal expenditure limits are established.

Budget Calendar- The schedule of key dates or milestones which the City follows in the preparation, adoption, and administration of the budget.

Capital Improvement Plan (CIP)- The element of the budget that deals with the expenditure of funds on durable capital facilities and equipment, typically with a value of more than \$50,000.

Capital Project- A single project within the Capital Improvement Plan.

Cash Flow- The revenue or expenditures expected to be generated through daily receipts and

payments over a period.

Charges for Services- A revenue category that includes a charge for a specific service. These primarily include park recreation fees, law enforcement services, zoning fees, and other miscellaneous fees.

Chart of Accounts- A list of expenditure, revenue, and other accounts describing and categorizing financial transactions.

Costs Allocation- The assignment of applicable costs incurred by a central services department (like “administrative or technology services”) to a fund based on the benefit to the fund being assessed.

Councilmanic Bonds- Bonds that can be authorized by the city council without a vote of the public in an amount up to .75 percent of the assessed valuation of the city.

Debt Service- Interest and principal payments on debt.

Debt Service Funds- The type of fund that accounts for the payment of debt service on general obligations of the city.

Enterprise Fund- A type of proprietary fund in which the direct beneficiaries pay for all costs of the fund through fees, or where a periodic determination of revenues and expenses is desired by management.

Fund- A self-balancing group of accounts that includes revenues and expenditures.

GAAFR "Governmental Accounting, Auditing and Financial Reporting."- The "blue book" published by the Municipal Finance Officers Association (now the Government Finance Officers Association) to provide detailed guidance for the application of accounting principles for governments.

“GAAP” Generally Accepted Accounting Principles- which are mostly determined by the GASB for governments.

“GASB” Governmental Accounting Standards Board- which determines the underlying principles to be used in accounting for governmental activities.

General Fund- The fund of the city that accounts for all activity not specifically accounted for in other funds. Includes such operations as police, fire, engineering, planning, parks, museums and administration. This is the main operating fund of the City.

General Obligations- Bonds or other indebtedness of the city for which the pledge made for repayment is the full faith and credit of the city.

Governmental Fund Types- Funds that provide general government services. These include the general fund, special revenue funds, capital projects funds and debt service funds.

Intergovernmental Revenues- Interfund charges to pay for quasi external transactions of the fund.

Internal Controls- A system of controls established by the city that are designed to safeguard

the assets of the city and provide reasonable assurances as to the accuracy of financial data.

Internal Service Funds- A type of proprietary fund that accounts for the goods and services provided to other units of the city. Payment by the benefiting unit is intended to fund the costs of providing such services.

Levy Rate- The property tax percentage rate used in computing the property tax amount to be paid.

Licenses and Permits- A revenue category of the city derived from business licenses and building or development permits.

Operating Budget- The annual appropriation to maintain the provision of city services to the public. **“PERS” Public Employee Retirement System-** The state system for public employment retirement applicable in most cities for employees, except where LEOFF is applicable.

Program- A group of services within a department, aligned by common purpose.

Proposed Budget- That budget which is proposed by the Administration to the council and has not yet been adopted by the council.

Proprietary Funds- A group of funds that account for the activities of the city that are of a proprietary or “business” character, such as the Water, Sewer and Storm Water Funds.

Public Safety- A term used to define the combined budget of the police and fire departments.

Reclassification Request- A request to change the job title or classification for an existing position.

Regular Full-Time- Defined as a position budgeted for 2,088 compensated hours per year, 40 hours per week, 80 hours per pay period, and is also known as one full-time equivalent (FTE).

Regular Part-Time- Defined as a position designated as part time, and requiring an average of 20 hours or more, but less than 40 hours of work per week during the year. This equates to an FTE value of at least 0.50 and no more than 0.99.

Reorganization- Refers to changes in the budget and reporting structure within departments.

Return on investment (ROI)- A measure used to evaluate the financial performance relative to the amount of money that was invested. The ROI is calculated by dividing the net profit by the cost of the investment. The result is often expressed as a percentage.

Revenue- Income received by the City in support of our program of services to the community. It includes such items as property taxes, fees, user charges, grants, and fines. Interest income and miscellaneous revenue.

Revenue Bonds- Bonds sold by the city that are secured only by the revenues of a particular system, usually the water/sewer fund and the regional water fund.

Special Revenue Funds- General government funds for which the source of monies is dedicated to a specific purpose.

Standard Work Year- 2,080 hours a year, 260 days (except leap year).

Salaries and Wages- Most City employees are paid a monthly salary based on an annual standard work year consisting of 2,080 hours. Some types of positions are paid hourly wages based on the prevailing wage scale.

Supplemental Appropriation- An appropriation approved by the Council after the initial budget appropriation. Council approves supplemental appropriations during the year and budget amendment ordinances are approved mid-year and year-end.



BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

AB24-093
September 9, 2024
Appointment

AGENDA BILL INFORMATION

TITLE:	AB24-093: Appointment to the Planning Commission	<input type="checkbox"/> Discussion Only
RECOMMENDED ACTION:	Confirm the Mayor's recommendation to appoint Daniel Murphy to the Planning Commission.	<input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

DEPARTMENT:	Mayor	
STAFF:	City Clerk	
COMMITTEE:	n/a	Meeting Date: n/a
COUNCIL LIAISON:	n/a	
EXHIBITS:	n/a	

SUMMARY

The purpose of this Agenda Bill is to confirm the Mayor's appointment of Daniel Murphy to the Planning Commission.

Daniel has extensive experience developing, implementing, and overseeing transportation, urban planning, and economic development programs in both the private and public sectors. Currently he leads Public Policy and Government Affairs for a private transportation and urban planning technology firm. He has a desire to serve his community and will be a great addition to the commission.

BACKGROUND

The Planning Commission has one vacancy with a term that expires December 31, 2028.

APPOINTMENT PROCESS

Commission and Committee members are appointed by the Mayor and subject to confirmation by the City Council as outlined in Title 2 of the Snoqualmie Municipal Code.

RECOMMENDED ACTION

Move to confirm the Mayor's recommendation to appoint Daniel Murphy to the Planning Commission.



CITY COUNCIL REGULAR MEETING MINUTES

August 12, 2024

CALL TO ORDER & ROLL CALL: Mayor Ross called the meeting to order at 7:00 pm.

City Council: Councilmembers Ethan Benson, Robert Wotton, Bryan Holloway, Louis Washington, Catherine Cotton, and Jo Johnson.

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

Excuse Councilmember Christensen's from tonight's meeting.

PASSED: 6-0 (Benson, Wotton, Holloway, Washington, Cotton, Johnson)

Mayor Katherine Ross was also present.

City Staff Present: David Linehan, Interim City Attorney; Mike Chambless, City Administrator; Deana Dean, City Clerk; Gretchen Garrett, Deputy City Clerk (remote); Mike Bailey, Fire Chief; Gary Horejsi, Police Captain; Jeff Hamlin, Parks & Public Works Director; Patrick Fry, Project Engineer; Danna McCall, Communications Coordinator; Drew Bouta, Finance Director; Emily Arteche, Community Development Director (remote); Fletcher Lacroix, IT Director; and Jimmie Betts, IT Support.

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

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

Approve the agenda.

PASSED: 6-0 (Benson, Wotton, Holloway, Washington, Cotton, Johnson)

PUBLIC HEARINGS, PRESENTATIONS, PROCLAMATIONS, AND APPOINTMENTS

Public Hearings

Appointments

Presentations

1. Fire Department Re-Accreditation. This item was introduced by Chief Bailey, noting a delegation from the city traveled to Atlanta, Georgia on August 5, 2024, for the accreditation hearing. The department was accredited in 2019 and received approval at the hearing for re-accreditation last week for an additional five years. Chief Bailey thanked Council for their support and presented the plaque which will be displayed at the Fire Department. Mayor Ross congratulated Chief Bailey, Captain Fouts, and the Snoqualmie Fire Department for their commitment to excellence noting this is an important milestone for the department and further elevates the departments accountability to our residents. Photos followed.

Proclamations

PUBLIC COMMENTS AND REQUESTS FOR ITEMS NOT ON THE AGENDA

- Stephen Sobczak, from Lake Stevens, Washington, and Senior District Manager for Waste Management, spoke regarding truck sizes.
- Han Kirkland, from Kent, Washington, and Contract Manager for Waste Management, spoke regarding the recent lack of communication between drivers, Waste Management staff, and residents.

CONSENT AGENDA

2. Approve the City Council Meeting Minutes dated July 22, 2024.
3. Approve the Claims Report dated August 12, 2024

It was moved by CM Holloway; seconded by CM Washington to:
Approve the consent agenda.

PASSED: 6-0 (Benson, Wotton, Holloway, Washington, Cotton, Johnson)

ORDINANCES

COMMITTEE REPORTS

Public Safety Committee:

4. Fire Department Annual Report. Presentation provided by Chief Bailey and included number of responses, property loss/save charts, training, community risk reduction and outreach, and volunteerism. Council questions and comments followed.

Community Development Committee: No report.

Parks & Public Works Committee:

5. **AB24-081:** 2025 Solid Waste Contract Adoption. Presentation provided by Project Engineer Patrick Fry. Consultant Jeanette Jurgensen was present remotely. Topics included purpose, background, timeline, continued contract features, new contract features, bids received, garbage rates, cost comparison, contract alternatives, bulky item log, monthly compost usage, and requested council action. Council questions and discussion followed.

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

Approve Resolution 1694 awarding the city's solid waste contract to Waste Management of Washington, Inc., and authorize the Mayor to sign.

PASSED: 6-0 (Benson, Wotton, Holloway, Washington, Cotton, Johnson)

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

Remove the no cost bulky item option in the contract.

PASSED: 6-0 (Benson, Wotton, Holloway, Washington, Cotton, Johnson)

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

Accept contract at every other week compostable collection.

TIED: 3-3 (Benson, Wotton, Cotton) (Nay: Johnson, Holloway, Washington)

Mayor Ross voted against and the motion failed.

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

Approve the contract as it stands with the ability to change the administrative fee by January.

Motion and second withdrawn.

Discussion followed with additional information provided by Interim City Attorney Linehan.

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

Amend the contract to have initial administration fee defined by January 2025.

FAILED: 4-2 (Nay: Benson, Wotton, Cotton, Johnson) (Holloway, Washington)

6. **AB24-088:** Amending the Consultant Services Agreement with Parametrix Inc, for the Design of the 384th Ave Sewer-Sidewalk Project. This item was introduced by Project Engineer Patrick Fry who provided a review of the May 28, 2024, presentation and a review of the unforeseen expenses related to the soil quality.

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

Approve an amendment to the Consultant Services Agreement with Parametrix Inc, for the Design of the 384th Ave Sewer-Sidewalk Project

PASSED: 6-0 (Benson, Wotton, Holloway, Washington, Cotton, Johnson)

Finance & Administration Committee: No report.

Committee of the Whole: No report.

REPORTS

7. Mayor's Report:

- Chief Lynch and Police Administrative Coordinator Melinda Black attended the Master Public Information Officer training hosted by FBI LEEDA. Congratulations to both who are now Public Information Officers!
- The public safety levy on the primary ballot is passing with a solid 66% approval. Thank you to the residents for supporting public safety.
- The YMCA has been recommended for a \$1.2 million grant for the Snoqualmie Pool Expansion Project from the State's Youth Recreation Facilities Grant in the 2025-2027 funding cycle. The project is ranked #7 and should be funded if the final Capital Budget is approved. We appreciate the YMCA's work on this.
- Northwest Railway had Day Out with Thomas with over 14,000 guests that came to Snoqualmie and North Bend which brought in an estimated \$2 million for the valley.
- Snoqualmie Days is this week Friday through Saturday.

8. Commission/Committee Liaison Reports:
 - CM Wotton noted Conversation with Council is this Thursday at Sigillo Cellars from 6-7 pm.
9. Department Reports for July 2024 were reviewed by City Administrator Chambless.

EXECUTIVE SESSION

10. Executive Session pursuant to RCW 42.30.110(1)(a)(i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency lasting approximately 20 minutes.

At 9:05 pm, Council took a 5-minute recess and went into Executive Session which is expected to last until 9:30 pm.

At 9:30 pm, Executive Session was extended to 10:00 pm.

At 10:00 pm, Executive Session was extended to 10:10 pm.

ADJOURNMENT

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

Adjourn the meeting.

PASSED: 6-0 (Benson, Wotton, Holloway, Washington, Cotton, Johnson)

Meeting was adjourned at 10:10 pm.

CITY OF SNOQUALMIE

Katherine Ross, Mayor

Attest:

Deana Dean, City Clerk



Drew Bouta, Director of Finance

38624 SE River St. | PO Box 987

Snoqualmie, Washington 98065

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

To: City Council
Finance & Administration Committee

From: Drew Bouta, Director of Finance

Date: September 9, 2024

Subject: CLAIMS REPORT
Approval of payments for the period: August 1, 2024, through August 8, 2024

BACKGROUND

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

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

ANALYSIS

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

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

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

The foregoing amounts were budgeted in the 2023-2024 biennial budget, and sufficient funds are available to cover these payments, as appropriate. Details pertaining to the individual vendor payments are available in documentation provided for the Finance & Administration Committee and subsequent City Council review by accessing the following link on the city website: [Claims Report](#)

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

CLAIMS						
Batch ID	Date	Warrants			ACH	
		From #	Thru #	Amount	Qty	Amount
104	8/1/2024	82322	82405	\$ 658,722.46		
105	8/5/2024	82406	82406	\$ 2,110.71		
106	8/5/2024	62527	62543	\$ 3,083.52		
107	8/8/2024	82407	82528	\$ 1,469,212.66		
Grand Total						2,133,129.35

PAYROLL (including Payroll Benefits)						
Batch ID	Date	Warrants			ACH	
		From #	Thru #	Amount	Qty	Amount
PR 8-7-24	8/7/2024				107	\$ 384,461.96
PRV 8-7-24	8/7/2024	62544	62551	\$ 6,809.06	15	\$ 473,243.32
Grand Total						864,514.34

MISCELLANEOUS DISBURSEMENTS				
Date	Description	ACH Amount	Wire Amount	MISC TOTAL
8/1/2024	Merchant Card Fees - Bankcard	\$ 9,937.67		\$ 9,937.67
8/2/2024	Merchant Card Fees - Bluefin	\$ 430.69		\$ 430.69
8/2/2024	Merchant Card Fees - Merchant Transact	\$ 787.70		\$ 787.70
8/2/2024	Merchant Card Fees - Tyler Munis	\$ 136.87		\$ 136.87
8/5/2024	Merchant Card Fees - American Express	\$ 1,235.55		\$ 1,235.55
8/5/2024	Merchant Card Fees - Tyler Munis - American Express	\$ 2.51		\$ 2.51
8/5/2024	Merchant Card Fees - Fiserv Merchant	\$ 137.48		\$ 137.48
8/6/2024	Navia Benefits Solutions	\$ 318.89		\$ 318.89
8/6/2024	Navia Benefits Solutions	\$ 4,070.31		\$ 4,070.31
8/8/2024	Dept. of Revenue - Monthly Excise Tax	\$ 48,346.02		\$ 48,346.02
Grand Total				65,403.69

Total 3,063,047.38

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

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

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

Drew Bouta

Aug 13, 2024

Drew Bouta, Director of Finance

Date

FINANCE & ADMINISTRATION COMMITTEE RECOMMENDATION: Approve / Not Approve

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$658,722.46

For claims warrants numbered 82322 through 82405 & dated 8/1/2024

Vendor claims warrants numbered 82322 through 82405 & dated 8/1/2024											#104		
VENDOR NAME	ACCOUNT	ACCOUNT DESC	YEAR	PERIOD	TYPE	STATUS	AMOUNT	CHECK NO	INVOICE #	FULL DESC	INVOICE DATE	CHECK DATE	
A & H Embroidery	FIR52220 523100	Clothing Allowance	2024	7	INV	Paid	25.03	82322	18514	Ebroidery for Deputy Chief C Brown shirts	6/21/2024	8/1/2024	
ALLIEDE	40253550 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	235.39	82323	9019478456	cable meter	6/13/2024	8/1/2024	
Alyssa Capps	PAR34730 347301	Recreational Activity Fees	2024	7	INV	Paid	35.00	82324	904	Park Rental Fee Refund for overpayment	7/8/2024	8/1/2024	
AMZONCAP	FIR52210 531000	Office Supplies	2024	7	INV	Paid	200.49	82325	1NLX-C9HL-HJJ3	printer paper, batteries, stapler	6/26/2024	8/1/2024	
AMZONCAP	FIR52210 531000	Office Supplies	2024	7	INV	Paid	198.05	82325	1QGQ-3MW6-XXRX	Keyboard, markers, batteries, mouse pad, easel	7/16/2024	8/1/2024	
AMZONCAP	PKF57680 531000	Office Supplies	2024	7	INV	Paid	15.64	82325	1CY4-WY1V-KDG3	Pens & Soap	7/17/2024	8/1/2024	
AMZONCAP	PKF57680 531000	Office Supplies	2024	7	INV	Paid	21.40	82325	1J3J-F4TF-9WLW	clipboards	5/24/2024	8/1/2024	
AMZONCAP	PKF57680 531000	Office Supplies	2024	7	INV	Paid	163.50	82325	1YG7-16Y6-9VGX	Ice maker	5/18/2024	8/1/2024	
AMZONCAP	STR54230 531000	Office Supplies	2024	7	INV	Paid	15.64	82325	1CY4-WY1V-KDG3	Pens & Soap	7/17/2024	8/1/2024	
AMZONCAP	STR54230 531000	Office Supplies	2024	7	INV	Paid	21.40	82325	1J3J-F4TF-9WLW	clipboards	5/24/2024	8/1/2024	
AMZONCAP	STR54230 531000	Office Supplies	2024	7	INV	Paid	163.49	82325	1YG7-16Y6-9VGX	Ice maker	5/18/2024	8/1/2024	
AMZONCAP	40153481 531000	Office Supplies	2024	7	INV	Paid	15.64	82325	1CY4-WY1V-KDG3	Pens & Soap	7/17/2024	8/1/2024	
AMZONCAP	40153481 531000	Office Supplies	2024	7	INV	Paid	21.40	82325	1J3J-F4TF-9WLW	clipboards	5/24/2024	8/1/2024	
AMZONCAP	40153481 531050	Uniforms & Protective Gear	2024	7	INV	Paid	162.54	82325	13XT-W1X7-7V77	bluetooth hearing protector	5/22/2024	8/1/2024	
AMZONCAP	40253580 531000	Office Supplies	2024	7	INV	Paid	15.64	82325	1CY4-WY1V-KDG3	Pens & Soap	7/17/2024	8/1/2024	
AMZONCAP	40253580 531000	Office Supplies	2024	7	INV	Paid	21.40	82325	1J3J-F4TF-9WLW	clipboards	5/24/2024	8/1/2024	
AMZONCAP	40353130 531000	Office Supplies	2024	7	INV	Paid	15.65	82325	1CY4-WY1V-KDG3	Pens & Soap	7/17/2024	8/1/2024	
AMZONCAP	40353130 531000	Office Supplies	2024	7	INV	Paid	21.40	82325	1J3J-F4TF-9WLW	clipboards	5/24/2024	8/1/2024	
AMZONCAP	40353190 531000	Office Supplies	2024	7	INV	Paid	15.64	82325	1CY4-WY1V-KDG3	Pens & Soap	7/17/2024	8/1/2024	
AMZONCAP	40353190 531000	Office Supplies	2024	7	INV	Paid	21.40	82325	1J3J-F4TF-9WLW	clipboards	5/24/2024	8/1/2024	
AMZONCAP	50154868 531000	Office Supplies	2024	7	INV	Paid	15.64	82325	1CY4-WY1V-KDG3	Pens & Soap	7/17/2024	8/1/2024	
AMZONCAP	50154868 531000	Office Supplies	2024	7	INV	Paid	21.39	82325	1J3J-F4TF-9WLW	clipboards	5/24/2024	8/1/2024	
AMZONCAP	51051821 531000	Office Supplies	2024	7	INV	Paid	15.64	82325	1CY4-WY1V-KDG3	Pens & Soap	7/17/2024	8/1/2024	
AMZONCAP	51051821 531000	Office Supplies	2024	7	INV	Paid	21.39	82325	1J3J-F4TF-9WLW	clipboards	5/24/2024	8/1/2024	
AMZONCAP	51051821 531340	Custodial & Cleaning Supplies	2024	7	INV	Paid	20.40	82325	1CY4-WY1V-KDG3	Pens & Soap	7/17/2024	8/1/2024	
Apeksha Sharma	PAR34730 347301	Recreational Activity Fees	2024	7	INV	Paid	180.00	82326	752	Refund of Park Rental Fee	6/21/2024	8/1/2024	
ATWORK	PKF57680 548150	Landscaping Services	2024	7	INV	Paid	17,544.91	82327	PS-INV105539	maintenance agreement- mini parks May	5/31/2024	8/1/2024	
ATWORK	STR54270 548150	Landscaping Services	2024	7	INV	Paid	20,364.11	82327	PS-INV105540	Roadside Maintenance- May	5/31/2024	8/1/2024	
AWCCOBRA	FIN51423 522200	Medical-Dental-Vision Benefits	2024	7	INV	Paid	1,992.83	82328	JK August 2024	COBRA Pmt for G. Knutsen for 8/2024 BSI:360073048	7/25/2024	8/1/2024	
BERGER	31126060 541076	Riverwalk Phase I - Design	2024	8	INV	Paid	21,639.25	82329	36675	Riverwalk NW of Sandy Cove-Desgn/Eng	5/14/2024	8/1/2024	
BERGER	31126060 541076	Riverwalk Phase I - Design	2024	8	INV	Paid	43,544.31	82329	36750	Riverwalk NW of Sandy Cove Desgn/Eng	6/18/2024	8/1/2024	
Brendon Ecker	PKF57680 543000	Training & Travel	2024	7	INV	Paid	484.55	82330	RE B Ecker 7/2024	Reimburse B. Ecker lodging, travel, per diem -Conf	7/23/2024	8/1/2024	
Brendon Ecker	STR54230 543000	Training & Travel	2024	7	INV	Paid	484.56	82330	RE B Ecker 7/2024	Reimburse B. Ecker lodging, travel, per diem -Conf	7/23/2024	8/1/2024	
Brendon Ecker	40153410 543000	Training & Travel	2024	7	INV	Paid	484.56	82330	RE B Ecker 7/2024	Reimburse B. Ecker lodging, travel, per diem -Conf	7/23/2024	8/1/2024	
Brendon Ecker	40253510 543000	Training & Travel	2024	7	INV	Paid	484.56	82330	RE B Ecker 7/2024	Reimburse B. Ecker lodging, travel, per diem -Conf	7/23/2024	8/1/2024	
Brendon Ecker	40353110 543000	Training & Travel	2024	7	INV	Paid	484.55	82330	RE B Ecker 7/2024	Reimburse B. Ecker lodging, travel, per diem -Conf	7/23/2024	8/1/2024	
CCDC	40153482 531500	Water Treatment Chemicals	2024	7	INV	Paid	5,106.65	82331	895021	water treatment salt	5/6/2024	8/1/2024	
CDW GOVT	POL52122 531820	Info Tech Components	2024	8	INV	Paid	637.65	82332	RQ54370	PD-Pamela Mandery Toughbook Warranty	6/5/2024	8/1/2024	
CDW GOVT	50251881 531820	Info Tech Components	2024	8	INV	Paid	869.17	82332	RS08053	IT- UPS Order	6/10/2024	8/1/2024	
CENTURYLINK	50251888 542000	Telephone Service	2024	7	INV	Paid	701.68	82333	300568001 6/24	Monthly Telephone Service	6/20/2024	8/1/2024	
CENTURYLINK	50251888 542000	Telephone Service	2024	7	INV	Paid	90.52	82333	300570848 6/24	Monthly Telephone Service	6/20/2024	8/1/2024	
CENTURYLINK	50251888 542000	Telephone Service	2024	7	INV	Paid	621.40	82333	300571491 6/24	Monthly Telephone Service	6/20/2024	8/1/2024	
CENTURYLINK	50251888 542000	Telephone Service	2024	7	INV	Paid	245.27	82333	300573862 6/24	Fire Phone Bill	6/20/2024	8/1/2024	
CENTURYLINK	50251888 542000	Telephone Service	2024	7	INV	Paid	211.54	82333	300576080 6/24	Monthly Telephone Service	6/20/2024	8/1/2024	
CENTURYLINK	50251888 542000	Telephone Service	2024	7	INV	Paid	181.76	82333	402478791 6/24	EOC Phone Bill	6/20/2024	8/1/2024	
CENTURYLINK	50251888 542000	Telephone Service	2024	7	INV	Paid	1,544.14	82333	411746240 6/24	Monthly Telephone Service	6/20/2024	8/1/2024	
Chinook Lumber	STR54230 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	1,012.37	82334	2001463	Tool and supply shelter	2/14/2024	8/1/2024	
CO	00150020 531000	Office Supplies	2024	7	INV	Paid	70.79	82335	2292090-0	Janitorial supplies- whole office	6/14/2024	8/1/2024	
CO	CLK51420 531000	Office Supplies	2024	7	INV	Paid	70.80	82335	2292090-0	Janitorial supplies- whole office	6/14/2024	8/1/2024	
CO	COM55720 531000	Office Supplies	2024	7	INV	Paid	70.79	82335	2292090-0	Janitorial supplies- whole office	6/14/2024	8/1/2024	
CO	EXE51310 531000	Office Supplies	2024	7	INV	Paid	70.80	82335	2292090-0	Janitorial supplies- whole office	6/14/2024	8/1/2024	
CO	FIN51423 531000	Office Supplies	2024	7	INV	Paid	70.80	82335	2292090-0	Janitorial supplies- whole office	6/14/2024	8/1/2024	
CO	HUM51810 531000	Office Supplies	2024	7	INV	Paid	70.80	82335	2292090-0	Janitorial supplies- whole office	6/14/2024	8/1/2024	
CO	PLN55860 531000	Office Supplies	2024	7	INV	Paid	70.79	82335	2292090-0	Janitorial supplies- whole office	6/14/2024	8/1/2024	

COB	FIR52250 541542	Hazmat Consortium Fees	2024	7	INV	Paid	2,182.36	82336 49544	Hazmat Admin Fee	7/7/2024	8/1/2024
COMP PD	POL52122 531000	Office Supplies	2024	7	INV	Paid	2.73	82337 2291134-0	Desk Caddies, rubber bands, Panel Clips	6/10/2024	8/1/2024
COMP PD	POL52122 531000	Office Supplies	2024	7	INV	Paid	171.46	82337 2291870-0	Binder Clips, Tape, Binders	6/13/2024	8/1/2024
COMP PD	POL52122 531910	Operating Supplies	2024	7	INV	Paid	149.27	82337 2291850-0	AA & AAA Batteries, soap, dry erase markers/set	6/13/2024	8/1/2024
COMP PD	01452122 531910	Operating Supplies	2024	7	INV	Paid	157.79	82337 2291134-0	Desk Caddies, rubber bands, Panel Clips	6/10/2024	8/1/2024
COMP PD	01452122 531910	Operating Supplies	2024	7	INV	Paid	111.33	82337 2291850-0	AA & AAA Batteries, soap, dry erase markers/set	6/13/2024	8/1/2024
COMP PD	01452122 531910	Operating Supplies	2024	7	INV	Paid	103.42	82337 2291921-0	Cork Board	6/13/2024	8/1/2024
COPIERS NW	STR54264 545200	Rent - Sign Laminator	2024	7	INV	Paid	34.70	82338 INV2797257	Lease of 54" laminator w/ Wide Cutter for signs	3/18/2024	8/1/2024
COPIERS NW	STR54264 545200	Rent - Sign Laminator	2024	7	INV	Paid	34.70	82338 INV2812386	Lease of 54" laminator w/ Wide Cutter for signs	4/16/2024	8/1/2024
COPIERS NW	STR54264 545200	Rent - Sign Laminator	2024	7	INV	Paid	35.09	82338 INV2827870	Lease of 54" laminator w/ Wide Cutter for signs	5/16/2024	8/1/2024
COPIERS NW	STR54264 545200	Rent - Sign Laminator	2024	7	INV	Paid	35.09	82338 INV2843637	Lease of 54" laminator w/ Wide Cutter for signs	6/18/2024	8/1/2024
COPIERS NW	STR54264 545200	Rent - Sign Laminator	2024	7	INV	Paid	35.09	82338 INV2856969	Lease of 54" laminator w/ Wide Cutter for signs	7/16/2024	8/1/2024
COPIERS NW	STR59142 577002	Plotter/Laminator Lease	2024	7	INV	Paid	389.90	82338 INV2797257	Lease of 54" laminator w/ Wide Cutter for signs	3/18/2024	8/1/2024
COPIERS NW	STR59142 577002	Plotter/Laminator Lease	2024	7	INV	Paid	389.90	82338 INV2812386	Lease of 54" laminator w/ Wide Cutter for signs	4/16/2024	8/1/2024
COPIERS NW	STR59142 577002	Plotter/Laminator Lease	2024	7	INV	Paid	389.90	82338 INV2827870	Lease of 54" laminator w/ Wide Cutter for signs	5/16/2024	8/1/2024
COPIERS NW	STR59142 577002	Plotter/Laminator Lease	2024	7	INV	Paid	389.90	82338 INV2843637	Lease of 54" laminator w/ Wide Cutter for signs	6/18/2024	8/1/2024
COPIERS NW	STR59142 577002	Plotter/Laminator Lease	2024	7	INV	Paid	389.90	82338 INV2856969	Lease of 54" laminator w/ Wide Cutter for signs	7/16/2024	8/1/2024
CORPPAY	00280090 531900	Miscellaneous Supplies	2024	7	INV	Paid	695.71	82339 7/24 NW	City Credit Card N. Wiebe	7/23/2024	8/1/2024
CORPPAY	EVE57120 531900	Miscellaneous Supplies	2024	7	INV	Paid	47.43	82339 7/24 NW	City Credit Card N. Wiebe	7/23/2024	8/1/2024
CORPPAY	EXE51310 549300	Printing	2024	7	INV	Paid	434.14	82339 7/24 NW	City Credit Card N. Wiebe	7/23/2024	8/1/2024
CORPPAY	HUM51810 542300	Postage & Freight	2024	7	INV	Paid	30.98	82339 7/24 KJ	City Credit Card K. Johnson	7/23/2024	8/1/2024
CORPPAY	HUM51810 549100	City-Sponsored Expenses	2024	7	INV	Paid	74.33	82339 7/24 KJ	City Credit Card K. Johnson	7/23/2024	8/1/2024
CORPPAY	PLN55860 549100	City-Sponsored Expenses	2024	7	INV	Paid	68.79	82339 7/24 NW	City Credit Card N. Wiebe	7/23/2024	8/1/2024
CORPPAY	01257321 541000	Professional Svcs - General	2024	7	INV	Paid	750.00	82339 7/24 NW	City Credit Card N. Wiebe	7/23/2024	8/1/2024
CORPPAY	50251888 541030	Info Tech Services	2024	7	INV	Paid	107.88	82339 7/24 IT	Web.com Subscription May-July	7/23/2024	8/1/2024
CTV	FIR52220 531340	Custodial & Cleaning Supplies	2024	7	INV	Paid	57.29	82340 B379084	toilet bowl cleaner	6/16/2024	8/1/2024
CTV	51051821 531340	Custodial & Cleaning Supplies	2024	7	INV	Paid	40.84	82340 B378841	simple green cleaner	6/13/2024	8/1/2024
Enthalpy Analytical	40253585 541000	Professional Svcs - General	2024	7	INV	Paid	3,500.00	82341 CINV-282787	3rd party lab WET testing	5/31/2024	8/1/2024
ESA	PLN55860 541080	Environmental Services	2024	7	INV	Paid	2,928.75	82342 196943	Sandy Cove	6/10/2024	8/1/2024
ESM Consulting	31137020 541060	Community Ctr. - Design	2024	8	INV	Paid	350.00	82343 118356	For the boundary line adj. of Comm. Ctr parcels	7/9/2024	8/1/2024
ESO	FIR52220 541000	Professional Svcs - General	2024	7	INV	Paid	3,595.76	82344 ESO-142844	ESO Fire Bundle, Fire Data API, HER Julota Interfrc	6/23/2024	8/1/2024
FCSGROUP	PLN55860 541000	Professional Svcs - General	2024	7	INV	Paid	2,631.25	82345 3743-22406085	Capital Facilities Funding Plan	6/21/2024	8/1/2024
FCSGROUP	40153410 541095	Utility Rate Study	2024	8	INV	Paid	3,373.75	82345 3918-22405034	Utility rate study 2025/2030-Water portion	5/17/2024	8/1/2024
Ferguson Water Works	40153481 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	6,040.08	82346 0042446-1	2" meter registers	6/28/2024	8/1/2024
Ferguson Water Works	40153481 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	5,596.28	82346 0042518	1" and 3/4 meter registers	6/28/2024	8/1/2024
First Responder	POL52110 523100	Clothing Allowance	2024	8	INV	Paid	482.97	82347 4981-3	J. Weiss-Jumpsuit w/ alterations	5/15/2024	8/1/2024
GALLSLLC	FIR52220 531050	Uniforms	2024	7	INV	Paid	367.54	82348 028406918	lion thorough station boots	7/3/2024	8/1/2024
GALLSLLC	FIR52220 531050	Uniforms	2024	7	INV	Paid	582.64	82348 028411570	Nomex Leather Boots X's 3	7/3/2024	8/1/2024
GRAINGER	40253580 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	45.49	82349 9151327518	plumbing repair	6/14/2024	8/1/2024
GRAINGER	40253580 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	147.13	82349 9151811743	plumbing repair chemical sprayer	6/14/2024	8/1/2024
GRAINGER	40253580 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	0.85	82349 9151811750	Plumbing repair chemical sprayer clamp	6/14/2024	8/1/2024
GRAINGER	40253580 531340	Custodial & Cleaning Supplies	2024	7	INV	Paid	269.47	82349 9155681258	cleaning supplies	6/18/2024	8/1/2024
Gunarama Wholesale,	POL52150 535400	Police Firearms & Weapons	2024	7	INV	Paid	517.70	82350 1258676	J. Westman Glock G47 MOS and addtl' magazine	6/12/2024	8/1/2024
HCI	40253585 548000	Repair & Maintenance Services	2024	7	INV	Paid	2,613.28	82351 14076444	calibration of sensors	6/20/2024	8/1/2024
HD Fowler	40153481 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	1,154.01	82352 16743219	Measuring wheel, saddle, corp stop	6/26/2024	8/1/2024
HD Fowler	40153481 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	64.95	82352 16744581	galvanized nipple	6/27/2024	8/1/2024
HD Fowler	40353130 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	793.44	82352 16740008	Lifting pins for stormwater vault risers	6/24/2024	8/1/2024
HD Supply Facil Main	51051821 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	57.57	82353 9227023922	parking lot stall paint	6/19/2024	8/1/2024
IHK	40353190 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	150.09	82354 83716P	weedwacker line	6/28/2024	8/1/2024
JENKINSP	40253565 548000	Repair & Maintenance Services	2024	7	INV	Paid	2,967.00	82355 24283	Clean wet wells	6/11/2024	8/1/2024
JENKINSP	40353190 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	2,332.75	82355 24243	Illicit Discharge cleanup, 7022 Curtis Dr. SE	6/25/2024	8/1/2024
KC 710	50251888 542200	INET Internet Network Services	2024	8	INV	Paid	1,023.00	82356 11014807	King County INET	6/30/2024	8/1/2024
KC Facilites	41750935 541060	Design Services	2024	7	INV	Paid	200.00	82357 240701.2_1P083	For King County Right-of-Way Permit ROWA24-0931	7/1/2024	8/1/2024
KI 2	FIR52220 531050	Uniforms	2024	7	INV	Paid	195.10	82358 10181	shirt, sleeve stripping C Brown	6/20/2024	8/1/2024
Kimley-Horn	PKF57680 541000	Professional Svcs - General	2024	8	INV	Paid	4,250.00	82359 27970507	Parks, Recreation & Open Space Plan	4/30/2024	8/1/2024
Kimley-Horn	PKF57680 541000	Professional Svcs - General	2024	8	INV	Paid	5,425.00	82359 28317022	Parks, Recreation & Open Space Plan	5/31/2024	8/1/2024
Kissler	40253555 548000	Repair & Maintenance Services	2024	7	INV	Paid	2,222.12	82360 11267	Transport to application site	6/18/2024	8/1/2024
LAI	FIR52220 531912	EMS Supplies & Equipment	2024	7	INV	Paid	445.78	82361 1454596	primary battery, ear clip	7/15/2024	8/1/2024
Land Development	PLN55860 541000	Professional Svcs - General	2024	7	INV	Paid	445.25	82362 34892	Snoqualmie Middle Housing	6/11/2024	8/1/2024

LAWSONPR	40253580 531910	Operating Supplies	2024	7	INV	Paid	197.15	82363 9311347999	break room hydration station	3/4/2024	8/1/2024
LAWSONPR	40253580 531910	Operating Supplies	2024	7	INV	Paid	283.44	82363 9311377966	break room supplies-hydration station	3/14/2024	8/1/2024
LNCs	FIR52220 531050	Uniforms	2024	7	INV	Paid	987.50	82364 INV838715	Pull on boots, gloves, for DC Brown	6/26/2024	8/1/2024
LNCs	POL52110 523100	Clothing Allowance	2024	7	INV	Paid	46.59	82364 INV826199	J. Weiss Embroidery for two polos	5/21/2024	8/1/2024
LNCs	POL52110 523100	Clothing Allowance	2024	7	INV	Paid	579.21	82364 INV830924	B. Lynch & G. Horejsi- Dress Jackets w/ embroidery	6/4/2024	8/1/2024
LNCs	POL52110 523100	Clothing Allowance	2024	7	INV	Paid	68.39	82364 INV831562	B. Lynch Name Tapes x2	6/5/2024	8/1/2024
LNCs	POL52110 523100	Clothing Allowance	2024	7	INV	Paid	74.12	82364 INV833445	G. Horejsi- Name Patch	6/11/2024	8/1/2024
LNCs	POL52110 523100	Clothing Allowance	2024	7	INV	Paid	68.34	82364 INV833552	B. Lynch- Name Patch	6/11/2024	8/1/2024
LNCs	POL52110 523100	Clothing Allowance	2024	7	INV	Paid	216.86	82364 INV833839	B. Lynch- Pullover w/ embroidery	6/12/2024	8/1/2024
LNCs	POL52122 531050	Uniforms & Protective Gear	2024	7	INV	Paid	112.82	82364 INV825622	P. Mandery External Carrier	5/20/2024	8/1/2024
LNCs	POL52122 531050	Uniforms & Protective Gear	2024	7	INV	Paid	546.86	82364 INV829025	J. Westman-Polo w/embrd, Styke pants, Jkt w/ embrd	5/29/2024	8/1/2024
LNCs	POL52122 531050	Uniforms & Protective Gear	2024	7	INV	Paid	68.39	82364 INV829491	J. Westman- name patch w/ velcro x 2	5/30/2024	8/1/2024
LNCs	POL52122 531050	Uniforms & Protective Gear	2024	7	INV	Paid	136.78	82364 INV830762	J. Westman- Belt Keeper, Microphone	5/31/2024	8/1/2024
LNCs	POL52122 531050	Uniforms & Protective Gear	2024	7	INV	Paid	1,176.43	82364 INV831631	M. Sanchez - 15 Traffic Vests	6/5/2024	8/1/2024
LNCs	POL52122 531050	Uniforms & Protective Gear	2024	7	INV	Paid	217.71	82364 INV832093	M. Sanchez- Fleece Jacket w/ Embroidery	6/6/2024	8/1/2024
LNCs	POL52122 531050	Uniforms & Protective Gear	2024	7	INV	Paid	28.75	82364 INV832630	W. Natkha Emblem	6/7/2024	8/1/2024
LNCs	POL52122 531050	Uniforms & Protective Gear	2024	7	INV	Paid	50.14	82364 INV833536	J. Westman- Name Patch	6/11/2024	8/1/2024
LNCs	POL52122 531050	Uniforms & Protective Gear	2024	7	INV	Paid	180.73	82364 INV836568	J. Westman Styke Pants x 2	6/20/2024	8/1/2024
LNCs	POL52122 531050	Uniforms & Protective Gear	2024	7	INV	Paid	462.24	82364 INV837181	J. Westman sh slv supershirt, wool pants, drs shoe	6/21/2024	8/1/2024
LNCs	01452122 531050	Uniforms & Protective Gear	2024	7	INV	Paid	112.81	82364 INV825622	P. Mandery External Carrier	5/20/2024	8/1/2024
LNCs	01452122 531050	Uniforms & Protective Gear	2024	7	INV	Paid	94.83	82364 INV829396	K. Benko shirt and jacket w/ embroidery	5/30/2024	8/1/2024
LNCs	01452122 531050	Uniforms & Protective Gear	2024	7	INV	Paid	28.74	82364 INV832630	W. Natkha Emblem	6/7/2024	8/1/2024
MA	PLN55860 541040	Engineering Services	2024	7	INV	Paid	2,580.00	82365 176464	Transportation Impact Fee	6/19/2024	8/1/2024
MADRONA	LEG51541 541100	Outside Legal Services - Gen	2024	7	INV	Paid	22,539.00	82366 12666	Interim City Attorney- various matters	7/8/2024	8/1/2024
MATZKEN	POL52110 541000	Professional Svcs - General	2024	7	INV	Paid	250.00	82367 42424	polygraph examination-Leonard Russo Jr.	4/24/2024	8/1/2024
Michael Liebetrau	POL52140 543000	Training & Travel	2024	7	INV	Paid	75.00	82368 RE M Liebetrau 8/24	Reimb. M. Liebetrau per diem for training 8/19-23	7/2/2024	8/1/2024
Minuteman Press	00280090 549300	Printing	2024	7	INV	Paid	183.75	82369 92910	sign printing, Flyer printing	5/21/2024	8/1/2024
Minuteman Press	00280090 549300	Printing	2024	7	INV	Paid	737.17	82369 93036	Utility insert printing	6/7/2024	8/1/2024
Minuteman Press	EVE57320 549300	Printing	2024	7	INV	Paid	220.93	82369 93196	Movies & Music Sign Printing	7/3/2024	8/1/2024
Minuteman Press	PLN55730 549300	Printing	2024	7	INV	Paid	183.75	82369 92910	sign printing, Flyer printing	5/21/2024	8/1/2024
Minuteman Press	PLN55730 549300	Printing	2024	7	INV	Paid	137.58	82369 92915	Summer Time Flyer printing	5/21/2024	8/1/2024
Minuteman Press	PLN55730 549300	Printing	2024	7	INV	Paid	737.16	82369 93036	Utility insert printing	6/7/2024	8/1/2024
Minuteman Press	01257321 549300	Printing	2024	7	INV	Paid	186.55	82369 92910	sign printing, Flyer printing	5/21/2024	8/1/2024
Nami Chin	PAR34730 347301	Recreational Activity Fees	2024	7	INV	Paid	140.00	82370 721	Park Rental Fee Refund	6/21/2024	8/1/2024
NAVIA AP	00150020 522300	HRA Medical Reimbursements	2024	7	INV	Paid	10.35	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	CLK51420 522300	HRA Medical Reimbursements	2024	7	INV	Paid	4.14	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	COM55720 522300	HRA Medical Reimbursements	2024	7	INV	Paid	8.28	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	EVE57120 522300	HRA Medical Reimbursements	2024	7	INV	Paid	2.90	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	EXE51310 522300	HRA Medical Reimbursements	2024	7	INV	Paid	8.28	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	FIN51423 522300	HRA Medical Reimbursements	2024	7	INV	Paid	33.12	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	FIR52220 522300	HRA Medical Reimbursements	2024	7	INV	Paid	0.41	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	HUM51810 522300	HRA Medical Reimbursements	2024	7	INV	Paid	8.28	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	LEG51531 522300	HRA Medical Reimbursements	2024	7	INV	Paid	4.14	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	NON51810 541000	Professional Svcs - General	2024	7	INV	Paid	100.00	82371 10868582	FSA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	PKA57680 522300	HRA Medical Reimbursements	2024	7	INV	Paid	0.83	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	PKF57680 522300	HRA Medical Reimbursements	2024	7	INV	Paid	31.06	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	PLN55860 522300	HRA Medical Reimbursements	2024	7	INV	Paid	7.45	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	POL52110 522300	HRA Medical Reimbursements	2024	7	INV	Paid	15.57	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	POL52121 522300	HRA Medical Reimbursements	2024	7	INV	Paid	4.14	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	POL52122 522300	HRA Medical Reimbursements	2024	7	INV	Paid	43.06	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	POL52131 522300	HRA Medical Reimbursements	2024	7	INV	Paid	8.28	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	STR54230 522300	HRA Medical Reimbursements	2024	7	INV	Paid	2.07	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	STR54290 522300	HRA Medical Reimbursements	2024	7	INV	Paid	0.83	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	01452110 522300	HRA Medical Reimbursements	2024	7	INV	Paid	5.13	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	01452122 522300	HRA Medical Reimbursements	2024	7	INV	Paid	47.61	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	31132010 522300	HRA Medical Reimbursements	2024	7	INV	Paid	2.19	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	31132020 522300	HRA Medical Reimbursements	2024	7	INV	Paid	3.06	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	31132030 522300	HRA Medical Reimbursements	2024	7	INV	Paid	3.02	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	40153410 522300	HRA Medical Reimbursements	2024	7	INV	Paid	0.83	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024

NAVIA AP	40153481 522300	HRA Medical Reimbursements	2024	7	INV	Paid	18.63	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	40153915 522300	HRA Medical Reimbursements	2024	7	INV	Paid	0.41	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	40153935 522300	HRA Medical Reimbursements	2024	7	INV	Paid	6.21	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	40253510 522300	HRA Medical Reimbursements	2024	7	INV	Paid	0.83	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	40253580 522300	HRA Medical Reimbursements	2024	7	INV	Paid	33.12	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	40353110 522300	HRA Medical Reimbursements	2024	7	INV	Paid	0.83	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	40353130 522300	HRA Medical Reimbursements	2024	7	INV	Paid	12.42	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	40353190 522300	HRA Medical Reimbursements	2024	7	INV	Paid	8.28	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	41759431 522300	HRA Medical Reimbursements	2024	7	INV	Paid	2.28	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	41759434 522300	HRA Medical Reimbursements	2024	7	INV	Paid	4.55	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	41759435 522300	HRA Medical Reimbursements	2024	7	INV	Paid	4.55	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	50154861 522300	HRA Medical Reimbursements	2024	7	INV	Paid	0.41	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	50154868 522300	HRA Medical Reimbursements	2024	7	INV	Paid	6.21	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	50251888 522300	HRA Medical Reimbursements	2024	7	INV	Paid	20.70	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	51051820 522300	HRA Medical Reimbursements	2024	7	INV	Paid	0.21	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NAVIA AP	51051821 522300	HRA Medical Reimbursements	2024	7	INV	Paid	6.21	82371 10868583	HRA Admin Fees- June	6/28/2024	8/1/2024
NB AUTOF	50154868 531301	Repair Parts	2024	7	INV	Paid	93.86	82372 031089	June 24 ER&R repair parts 6400 account	5/28/2024	8/1/2024
NB AUTOF	50154868 531301	Repair Parts	2024	7	INV	Paid	101.98	82372 031211	June 24 ER&R repair parts 6400 account	5/29/2024	8/1/2024
NB AUTOF	50154868 531301	Repair Parts	2024	7	INV	Paid	879.78	82372 031411	June 24 ER&R repair parts 6400 account	5/31/2024	8/1/2024
NB AUTOF	50154868 531301	Repair Parts	2024	7	INV	Paid	102.04	82372 031412	June 24 ER&R repair parts 6400 account	5/31/2024	8/1/2024
NB AUTOF	50154868 531301	Repair Parts	2024	7	INV	Paid	305.57	82372 031847	June 24 ER&R repair parts 6400 account	6/5/2024	8/1/2024
NB AUTOF	50154868 531301	Repair Parts	2024	7	INV	Paid	153.39	82372 031866	June 24 ER&R repair parts 6400 account	6/5/2024	8/1/2024
NB AUTOF	50154868 531301	Repair Parts	2024	7	INV	Paid	320.88	82372 031962	June 24 ER&R repair parts 6400 account	6/6/2024	8/1/2024
NB AUTOF	50154868 531301	Repair Parts	2024	7	INV	Paid	74.98	82372 032445	June 24 ER&R repair parts 6400 account	6/10/2024	8/1/2024
NB AUTOF	50154868 531301	Repair Parts	2024	7	INV	Paid	254.08	82372 032707	June 24 ER&R repair parts 6400 account	6/12/2024	8/1/2024
NB AUTOF	50154868 531301	Repair Parts	2024	7	INV	Paid	236.74	82372 032725	June 24 ER&R repair parts 6400 account	6/12/2024	8/1/2024
NB AUTOF	50154868 531301	Repair Parts	2024	7	INV	Paid	148.03	82372 033229	June 24 ER&R repair parts 6400 account	6/17/2024	8/1/2024
NB AUTOF	50154868 531301	Repair Parts	2024	7	INV	Paid	80.64	82372 033241	June 24 ER&R repair parts 6400 account	6/17/2024	8/1/2024
NB AUTOF	50154868 531301	Repair Parts	2024	7	INV	Paid	249.78	82372 033561	June 24 ER&R repair parts 6400 account	6/20/2024	8/1/2024
NB AUTOF	50154868 531301	Repair Parts	2024	7	INV	Paid	71.50	82372 033968	June 24 ER&R repair parts 6400 account	6/24/2024	8/1/2024
NB AUTOF	50154868 531301	Repair Parts	2024	7	INV	Paid	123.20	82372 034092	June 24 ER&R repair parts 6400 account	6/25/2024	8/1/2024
NB AUTOF	50154868 531301	Repair Parts	2024	7	INV	Paid	90.64	82372 034142	June 24 ER&R repair parts 6400 account	6/25/2024	8/1/2024
NHC	PLN55861 541040	Engineering Services	2024	7	INV	Paid	1,511.25	82373 31393	Engineering-Sandy Cove/Community Ctr Exp Prof Svcs	6/13/2024	8/1/2024
NHC	31137020 541000	Community Ctr - Prof'l Svcs	2024	7	INV	Paid	332.50	82373 31393	Engineering-Sandy Cove/Community Ctr Exp Prof Svcs	6/13/2024	8/1/2024
NHC	40353145 541050	Engineering Services	2024	7	INV	Paid	380.00	82373 31516	Highflow bypass monitoring- Q2 2024	7/5/2024	8/1/2024
NHC	40353145 541050	Engineering Services	2024	7	INV	Paid	145.00	82373 31519	For Highflow Bypass Monitoring-Q2 2024	7/5/2024	8/1/2024
NHC	41769431 541060	Design Svcs Sandy Cove Stable	2024	8	INV	Paid	29,038.30	82373 31048	Sandy Cove Bank Restoration- Phase1- Dsgn/Eng	3/26/2024	8/1/2024
NHC	41769431 541060	Design Svcs Sandy Cove Stable	2024	8	INV	Paid	50,578.39	82373 31326	Sandy Cove Bank Restoration- Phase1- Dsgn/Eng	5/22/2024	8/1/2024
NHC	41769431 541060	Design Svcs Sandy Cove Stable	2024	8	INV	Paid	100,431.80	82373 31457	Sandy Cove Bank Restoration- Phase1- Dsgn/Eng	6/19/2024	8/1/2024
NWSC	FIR52220 541000	Professional Svcs - General	2024	7	INV	Paid	904.43	82374 24-45812	Cleaning of Fire Gear	6/21/2024	8/1/2024
OFFICES	PLN55860 541100	Outside Legal Services - Gen	2024	7	INV	Paid	460.00	82375 1335	Pre-hearing services	6/10/2024	8/1/2024
OTAK	31175010 541060	Design Services	2024	8	INV	Paid	5,023.86	82376 000032400130	Towncenter Phase 3- Desig/Engineering	3/18/2024	8/1/2024
OTAK	31175010 541060	Design Services	2024	8	INV	Paid	2,614.26	82376 000042400132	Towncenter Phase 3- Desig/Engineering	4/12/2024	8/1/2024
OTAK	31175010 541060	Design Services	2024	8	INV	Paid	2,545.13	82376 000052400425	Towncenter Phase 3- Desig/Engineering	5/29/2024	8/1/2024
OTAK	31175010 541060	Design Services	2024	7	INV	Paid	1,428.90	82376 000062400201	Towncenter Phase 3 Desig/Engineering	6/14/2024	8/1/2024
OTAK	31175050 541064	Kimball Ck Bridges -Const Mgmt	2024	7	INV	Paid	1,739.00	82376 000062400397	Construc phase svcs end 6/7/24 Kimball Crk Bridges	6/27/2024	8/1/2024
OTAK	31175060 541066	Mdwbrk Bridge -Prof'l Svcs	2024	7	INV	Paid	1,359.75	82376 000062400402	Meadowbrook Bridge Prof'l Svcs through June 7	6/27/2024	8/1/2024
PACIFICA	PLN55860 541100	Outside Legal Services - Gen	2024	7	INV	Paid	19,524.00	82377 90580	CV2024-001 Code Enforcement	6/10/2024	8/1/2024
Pamela Mandery	POL52140 543000	Training & Travel	2024	7	INV	Paid	125.00	82378 RE P Mandery 8/24	Reimb. P. Mandery per diem for training 8/18-23	7/2/2024	8/1/2024
Pamela Mandery	01452140 543000	Training & Travel	2024	7	INV	Paid	125.00	82378 RE P Mandery 8/24	Reimb. P. Mandery per diem for training 8/18-23	7/2/2024	8/1/2024
PARAMET	31137020 541000	Community Ctr - Prof'l Svcs	2024	8	INV	Paid	4,628.50	82379 56926	Comm Ctr Desn/Build support svcs through 6/1/2024	6/20/2024	8/1/2024
Perteet Eng	PLN55860 541040	Engineering Services	2024	7	INV	Paid	1,500.00	82380 00023042.0001 - 8	PAR- Sandy Cove	6/10/2024	8/1/2024
Perteet Eng	PLN55860 541040	Engineering Services	2024	7	INV	Paid	11,988.75	82380 20220203.0000 - 13	Comprehensive Plan	6/10/2024	8/1/2024
Perteet Eng	PLN55861 541040	Engineering Services	2024	7	INV	Paid	6,265.84	82380 00022222.000 - 226	Parcel S22	6/10/2024	8/1/2024
Perteet Eng	PLN55861 541040	Engineering Services	2024	7	INV	Paid	9,805.66	82380 00023042.0000 - 241	Timber Trails, MSHS, The Rails, NWRWM	6/10/2024	8/1/2024
Perteet Eng	40353145 541050	Engineering Services	2024	7	INV	Paid	562.50	82380 00023042.0010 - 6	For NPDES Annual Submittal input- March 2024	4/10/2024	8/1/2024
PETEK	POL52110 541000	Professional Svcs - General	2024	8	INV	Paid	1,245.00	82381 2435	Pre-emp psych eval, Clv Med Exam Benko, Westman	5/13/2024	8/1/2024
PF&SINC	40153481 548000	Repair & Maintenance Services	2024	7	INV	Paid	109.55	82382 103442	Quarterly Alarm monitoring July- Sept	6/21/2024	8/1/2024
PF&SINC	40253580 548000	Repair & Maintenance Services	2024	7	INV	Paid	109.44	82382 101385	fire alarm monitoring	3/24/2024	8/1/2024

PF&SINC	40253580 548000	Repair & Maintenance Services	2024	7	INV	Paid	109.55	82382 102673	fire alarm monitoring	6/21/2024	8/1/2024
PF&SINC	51051821 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	232.17	82382 103395	Fire/Burglar Alarm Repair and Monitoring	6/21/2024	8/1/2024
PF&SINC	51051821 548000	Repair & Maintenance Services	2024	7	INV	Paid	281.22	82382 103318	Fire/Burglar Alarm Repair and Monitoring	6/21/2024	8/1/2024
PF&SINC	51051821 548000	Repair & Maintenance Services	2024	7	INV	Paid	2,670.50	82382 103826	Fire/Burglar Alarm Repair and Monitoring	6/17/2024	8/1/2024
PROFORCE	POL52150 535400	Police Firearms & Weapons	2024	7	INV	Paid	457.03	82383 551071	J. Westman- handgun sight, adapter for Glock MOS	6/12/2024	8/1/2024
PSE	FIR52250 547100	Electricity	2024	7	INV	Paid	1,158.19	82384 257959 7/24	Electricity	7/3/2024	8/1/2024
PSE	POL52150 548000	Repair & Maintenance Services	2024	7	INV	Paid	3,635.54	82384 002083 5/24	Electricity, Nat Gas	5/28/2024	8/1/2024
PSTEST	POL52110 541000	Professional Svcs - General	2024	7	INV	Paid	11,310.66	82385 PST124-214	Background investigations (5)	6/21/2024	8/1/2024
ROBERT HALF	FIN51423 541190	Temporary Agency Personnel	2024	8	INV	Paid	1,736.00	82386 63809826	M. Dewar- Financial Specialist Support	7/9/2024	8/1/2024
SAFEBUILT	00150020 541000	Professional Svcs - General	2024	7	INV	Paid	2,648.50	82387 471981	Inspection Services	6/30/2024	8/1/2024
SV HISTORY MUSEUM	11055736 541000	Professional Svcs - General	2024	8	INV	Paid	5,500.00	82388 2024 LTAC	Twin Peaks Exhibit- LTAC 2024 funds	6/24/2024	8/1/2024
TODDSTOW	POL52122 541000	Professional Svcs - General	2024	8	INV	Paid	343.67	82389 46970	2007 Ford Focus L/CHF8264 PD Impound	5/2/2024	8/1/2024
TUSCAN	01452122 541000	Professional Svcs - General	2024	7	INV	Paid	964.25	82390 842892	NB outlet Annex- patch design/placement on windows	6/15/2024	8/1/2024
TYLERTEC	35059418 541000	Professional Svcs - General	2024	7	INV	Paid	11,822.40	82391 045-424270	Tyler Consulting Services	6/7/2023	8/1/2024
TYLERTEC	35059418 541000	Professional Svcs - General	2024	8	INV	Paid	21,340.80	82391 045-432087	Tyler Consulting Services	7/31/2023	8/1/2024
TYLERTEC	35059418 541000	Professional Svcs - General	2024	7	INV	Paid	700.00	82391 045-462589	Tyler Consulting Services	4/10/2024	8/1/2024
TYLERTEC	35059418 541000	Professional Svcs - General	2024	7	INV	Paid	1,400.00	82391 045-471103	Tyler Consulting Services	6/5/2024	8/1/2024
TYLERTEC	35059418 541000	Professional Svcs - General	2024	7	INV	Paid	5,868.00	82391 045-471104	Tyler Consulting Services	6/5/2024	8/1/2024
TYLERTEC	50269418 564000	Financial System Software	2024	8	INV	Paid	66,409.90	82391 045-470838	Tyler Munis Contract- Subscription Fees	6/1/2024	8/1/2024
TYLERTEC	50269418 564000	Financial System Software	2024	7	INV	Paid	327.00	82391 045-472777	Tyler Munis Contract- Service Fee	7/1/2024	8/1/2024
UFS/BART	40353190 541000	Professional Svcs - General	2024	7	INV	Paid	1,520.00	82392 2024-1439	Staff training-tree planting	6/28/2024	8/1/2024
UFS/BART	40353190 541000	Professional Svcs - General	2024	7	INV	Paid	1,226.80	82392 2024-1442	Review of dvlpmt process/tree protection measures	6/28/2024	8/1/2024
ULINE	PKF57680 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	189.30	82393 169150152	Dog waste bags/new restroom sign	10/2/2023	8/1/2024
ULINE	PKF57680 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	2,335.29	82393 176885165	Cleaning supplies/dog waste bags	4/15/2024	8/1/2024
ULINE	PKF57680 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	5,924.66	82393 178285592	Cleaning/restroom supplies	5/16/2024	8/1/2024
ULINE	40253555 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	305.48	82393 179508076	Storage rack decant	6/17/2024	8/1/2024
ULINE	40353190 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	1,175.10	82393 179236416	Herbicide treatment supplies	6/11/2024	8/1/2024
USAB	40153481 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	1,099.23	82394 INV00397226	chlorine tube fittings	6/18/2024	8/1/2024
USAB	40153481 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	5,517.06	82394 INV00404300	Locator/metal detector	6/25/2024	8/1/2024
USFIRE	FIR52220 541000	Professional Svcs - General	2024	7	INV	Paid	1,934.00	82395 81793	goggles, chin strap, earlaps, etc.	6/24/2024	8/1/2024
UULC	40153481 541000	Professional Svcs - General	2024	7	INV	Paid	117.20	82396 4060231	June 2024 locate service	6/30/2024	8/1/2024
Velocity Dynamics	40253970 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	3,276.92	82397 0000026890	Polymer injection system repair	4/11/2024	8/1/2024
VERIZ 3	50251888 542010	Cellular Telephone	2024	7	INV	Paid	3,003.06	82398 9966820607	PD Cell phones- May 17- June 16 2024	6/16/2024	8/1/2024
VERIZCS	40253565 548000	Repair & Maintenance Services	2024	7	INV	Paid	1,493.39	82399 9967344322	Cellular SCADA machine to machine communications	6/23/2024	8/1/2024
VERIZCS	50251888 542010	Cellular Telephone	2024	7	INV	Paid	6,045.97	82399 9969210609	Monthly Cellular Telephone Service	7/16/2024	8/1/2024
VWR	40253585 531510	Laboratory Supplies	2024	7	INV	Paid	339.38	82400 8816314559	lab washer detergent	6/12/2024	8/1/2024
Water Mgmt Group	40153935 541000	Professional Svcs - General	2024	7	INV	Paid	4,004.98	82401 21828	July 2024 maxicom monitoring svcs	6/20/2024	8/1/2024
WESTHILL	50154868 548000	Repair & Maintenance Services	2024	7	INV	Paid	1,498.75	82402 2973	rmw replc (cab)headache rack; re-instl sfty lghtg	6/24/2024	8/1/2024
WLACE	PKF57680 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	54.53	82403 15312136	landscape pins	5/20/2024	8/1/2024
WLACE	PKF57680 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	236.36	82403 15312446	paint supplies	6/24/2024	8/1/2024
WLACE	01452150 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	71.97	82403 15312180	NB Outlet Mall PD Annex-door sweep seals	5/23/2024	8/1/2024
WLACE	01452150 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	59.98	82403 15312181	NB Outlet Mall PD Annex-bath fan motor & grill	5/23/2024	8/1/2024
WLACE	01452150 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	189.79	82403 15312185	NB Mall PD Annex-dust pan, broom, vac, util pull	5/23/2024	8/1/2024
WLACE	40153481 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	41.45	82403 15312081	rat bait pail	5/14/2024	8/1/2024
WLACE	40153481 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	67.58	82403 15312142	mixed fuel, utility knife, tubs	5/20/2024	8/1/2024
WLACE	40153481 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	39.23	82403 15312444	WD 40 and wasp killer	6/24/2024	8/1/2024
WLACE	40153481 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	759.62	82403 15312518	tools to stock rental truck	7/1/2024	8/1/2024
WLACE	40153481 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	148.07	82403 15312551	drill set, led light, toggle bolt, tote	7/3/2024	8/1/2024
WLACE	40253580 531050	Uniforms & Protective Gear	2024	7	INV	Paid	196.37	82403 15311999	pressure washer PPE in sewer new employee	5/6/2024	8/1/2024
WLACE	40353190 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	198.38	82403 1153711	shop supplies	5/20/2024	8/1/2024
WLACE	40353190 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	144.93	82403 15312027	Tree protector supplies	5/8/2024	8/1/2024
WLACE	40353190 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	240.72	82403 15312394	Herbicide application supplies	6/18/2024	8/1/2024
WLACE	40353190 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	139.54	82403 15312434	Vault repair supplies & tree watering supplies	6/21/2024	8/1/2024
WLACE	40353190 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	54.44	82403 15312458	Signposts for herbicide application	6/25/2024	8/1/2024
WLACE	40353190 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	126.82	82403 15312459	Lag screws for trail bridge repair	6/25/2024	8/1/2024
WLACE	40353190 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	165.61	82403 15312536	Signposts for herbicide application	7/2/2024	8/1/2024
WLACE	40353190 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	176.68	82403 15312556	small engine fuel	7/3/2024	8/1/2024
WLACE	51051821 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	159.23	82403 15311985	Deck cleaner for City Hall Deck	5/3/2024	8/1/2024
WLACE	51051821 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	78.53	82403 15312026	fabrication metal storage pw	5/8/2024	8/1/2024

WLACE	51051821 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	21.57	82403 15312064	picture hanging supplies City Hall	5/13/2024	8/1/2024
WLACE	51051821 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	21.80	82403 15312102	workstation light bulbs	5/15/2024	8/1/2024
WLACE	51051821 531300	Repair & Maintenance Supplies	2024	7	INV	Paid	22.88	82403 15312530	utility hooks, hanging strip	7/2/2024	8/1/2024
WLACE	51051821 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	137.01	82403 15312566	parking lot stripe paint	7/6/2024	8/1/2024
WSP AR	63358930 589305	Concealed Pistol License Remit	2024	8	INV	Paid	238.50	82404 12406880	fingerprinting background checks- May 2024	6/3/2024	8/1/2024
Zach Schumann	FIR52245 543000	Training & Travel	2024	7	INV	Paid	64.39	82405 RE Z Schumann 6/24	Reimb. Z. Schumann mileage for training 6/3-7 2024	7/30/2024	8/1/2024

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$2,110.71

For claims warrants numbered 82406 through 82406 & dated 8/5/2024

For claims warrants numbered 82406 through 82406 & dated 8/5/2024											#105	
VENDOR NAME	ACCOUNT	ACCOUNT DESC	YEAR	PERIOD	TYPE	STATUS	AMOUNT	CHECK NO	INVOICE #	FULL DESC	INVOICE DATE	CHECK DATE
US Postmaster	40153481 542300	Postage & Freight	2024	8	INV	Paid	703.57	82406	07July Bills	Utility Bill Mailing July	8/1/2024	8/5/2024
US Postmaster	40253580 542300	Postage & Freight	2024	8	INV	Paid	703.57	82406	07July Bills	Utility Bill Mailing July	8/1/2024	8/5/2024
US Postmaster	40353130 542300	Postage & Freight	2024	8	INV	Paid	703.57	82406	07July Bills	Utility Bill Mailing July	8/1/2024	8/5/2024

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$1,469,212.66

For claims warrants numbered 82407 through 82528 & dated 8/8/2024

For claims warrants numbered 82407 through 82528 & dated 8/8/2024										#107		
VENDOR NAME	ACCOUNT	ACCOUNT DESC	YEAR	PERIOD	TYPE	STATUS	AMOUNT	CHECK NO	INVOICE #	FULL DESC	INVOICE DATE	CHECK DATE
Albert Wolfe	FIR52245 543000	Training & Travel	2024	8	INV	Paid	611.20	82407	RE A Wolfe 8/24	Reimb. A. Wolfe airfare, meals, Accred. Hearing	7/1/2024	8/8/2024
ALBIREO	51051821 548000	Repair & Maintenance Services	2024	8	INV	Paid	1,585.95	82408	PIN0037486	HVAC/boiler Mtasys cmpttr ctrls - fire st-diagnose	7/16/2024	8/8/2024
ALERT ALL CORP	FIR52210 549100	City-Sponsored Expenses	2024	8	INV	Paid	510.12	82409	W38435	Jr. Red FF hat	6/28/2024	8/8/2024
ALERT ALL CORP	FIR52210 549100	City-Sponsored Expenses	2024	8	INV	Paid	185.47	82409	W38443	Custom Stick on badges Jr. FF	7/11/2024	8/8/2024
ALLPURP	PKF57680 548000	Repair & Maintenance Services	2024	8	INV	Paid	595.14	82410	30576	Lock Repair	6/19/2024	8/8/2024
AM TEST	40253585 541000	Professional Svcs - General	2024	8	INV	Paid	1,935.00	82411	140979	3rd party lab priority pollutant scans	6/30/2024	8/8/2024
AMERLEAK	40153481 541000	Professional Svcs - General	2024	8	INV	Paid	1,200.00	82412	00307754	For irrigation break locate svcs on Douglas	7/25/2024	8/8/2024
AMZONCAP	HUM51810 549100	City-Sponsored Expenses	2024	8	INV	Paid	92.71	82413	1GN9-376P-H4J6	Wiffle Ball Set & Award (for Wellness event 7/31	7/12/2024	8/8/2024
ATEC	40153482 531500	Water Treatment Chemicals	2024	8	INV	Paid	7,983.07	82414	16189	media and gaskets for atec filters at NWTP	7/16/2024	8/8/2024
ATWORK	PKF57680 548150	Landscaping Services	2024	8	INV	Paid	17,544.91	82415	PS-INV105584	maintenance agreement- mini parks June 2024	6/30/2024	8/8/2024
ATWORK	STR54270 548150	Landscaping Services	2024	8	INV	Paid	6,109.23	82415	PS-INV105585	Roadside maintenance- June 2024	6/30/2024	8/8/2024
ATWORK	40353130 548150	Landscaping Services	2024	8	INV	Paid	14,254.88	82415	PS-INV105585	Roadside maintenance- June 2024	6/30/2024	8/8/2024
ATWORK	51051821 548150	Landscaping Services	2024	8	INV	Paid	2,889.50	82415	PS-INV105583	Maintenance agreement- June- Facilities	6/30/2024	8/8/2024
BAINA	40253585 548000	Repair & Maintenance Services	2024	8	INV	Paid	1,414.40	82416	1126	Calibrate Sensors	6/24/2024	8/8/2024
BAINA	40253585 548000	Repair & Maintenance Services	2024	8	INV	Paid	1,414.40	82416	1132	Calibrate Sensors	7/9/2024	8/8/2024
Builders Exchange WA	31059532 563000	Street Resurface - Construct	2024	8	INV	Paid	45.00	82417	1077329	BXWA and Kimball Crk Bridges BXWA advertising bids	6/5/2024	8/8/2024
Builders Exchange WA	31175050 563002	Kimball Ck Bridges -Const	2024	8	INV	Paid	2.15	82417	1077329	BXWA and Kimball Crk Bridges BXWA advertising bids	6/5/2024	8/8/2024
CDW GOVT	50251881 548860	Hardware-Software Maintenance	2024	8	INV	Paid	91,178.50	82418	RT92689	IT-Darktrace Enterprise Immune System Year 3	6/13/2024	8/8/2024
CDW GOVT	50259418 564100	IT Shared System Hardware	2024	8	INV	Paid	1,685.34	82418	RW86211	FI- Jerry Knutsen Laptop Replacement	6/19/2024	8/8/2024
CENLINK	50251888 542000	Telephone Service	2024	8	INV	Paid	1,383.93	82419	300575004 6/24	Snoqualmie Police land lines- June20-July 19	6/20/2024	8/8/2024
CenturyLink Sp	31175100 541060	384th Sidewalk Design	2024	8	INV	Paid	35,701.00	82420	P220029	For 384th Sidewalk Design Svcs ending 4/6/24	3/24/2024	8/8/2024
CINTAS	NONS1810 531080	First Aid Cabinet Supplies	2024	8	INV	Paid	1,350.73	82421	5218877456	First Aid Cabinets, City Hall, PD, PW	7/2/2024	8/8/2024
CINTAS	NONS1810 531080	First Aid Cabinet Supplies	2024	8	INV	Paid	1,274.46	82421	5222858057	First Aid Cabinets, City Hall, PD, PW	7/30/2024	8/8/2024
COI	POL52122 541511	Dispatch Services	2024	8	INV	Paid	30,130.65	82422	24000277	Dispatch Services June 2024	6/30/2024	8/8/2024
COI	01452122 541511	Dispatch Services	2024	8	INV	Paid	20,087.10	82422	24000277	Dispatch Services June 2024	6/30/2024	8/8/2024
COMCAST	50251888 542200	INET Internet Network Services	2024	8	INV	Paid	421.20	82423	0559927-07-24	Secondary Internet Service	7/11/2024	8/8/2024
COMP PD	POL52122 531000	Office Supplies	2024	8	INV	Paid	111.79	82424	2295178-0	Mouse Pad, Sign Flags, Copier Paper	7/2/2024	8/8/2024
COMP PD	01452122 531820	Info Tech Components	2024	8	INV	Paid	122.07	82424	2292725-0	K. Benko Blu Ray/DVD/CD Drive/Writer	6/18/2024	8/8/2024
CORPPAY	COM55720 549200	Dues-Subscriptions-Memberships	2024	8	INV	Paid	161.63	82425	7/24 DM	City Credit Card D. McCall	7/23/2024	8/8/2024
CORPPAY	FIR52210 531000	Office Supplies	2024	8	INV	Paid	65.33	82425	7/24 JR	City Credit Card J. Rellamas	7/23/2024	8/8/2024
CORPPAY	FIR52210 531000	Office Supplies	2024	8	INV	Paid	50.18	82425	7/24 M Bailey	City Credit Card M. Bailey	7/23/2024	8/8/2024
CORPPAY	FIR52210 549100	City-Sponsored Expenses	2024	8	INV	Paid	116.02	82425	7/24 M Bailey	City Credit Card M. Bailey	7/23/2024	8/8/2024
CORPPAY	FIR52210 549200	Dues-Subscriptions-Memberships	2024	8	INV	Paid	139.95	82425	7/24 M Bailey	City Credit Card M. Bailey	7/23/2024	8/8/2024
CORPPAY	FIR52210 549210	Accreditation	2024	8	INV	Paid	433.95	82425	7/24 JR	City Credit Card J. Rellamas	7/23/2024	8/8/2024
CORPPAY	FIR52220 531340	Custodial & Cleaning Supplies	2024	8	INV	Paid	16.61	82425	7/24 JR	City Credit Card J. Rellamas	7/23/2024	8/8/2024
CORPPAY	FIR52220 531910	Operating Supplies	2024	8	INV	Paid	340.00	82425	7/24 M Bailey	City Credit Card M. Bailey	7/23/2024	8/8/2024
CORPPAY	FIR52245 543000	Training & Travel	2024	8	INV	Paid	81.11	82425	7/24 M Bailey	City Credit Card M. Bailey	7/23/2024	8/8/2024
CORPPAY	FIR52250 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	36.13	82425	7/24 JR	City Credit Card J. Rellamas	7/23/2024	8/8/2024
CORPPAY	PKA57680 549100	City-Sponsored Expenses	2024	8	INV	Paid	8.95	82425	7/24 JQ	City Credit Card 7/24	7/23/2024	8/8/2024
CORPPAY	PKF57680 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	200.01	82425	7/24 JQ	City Credit Card 7/24	7/23/2024	8/8/2024

CORPPAY	POL52110 549100	City-Sponsored Expenses	2024	8	INV	Paid	358.80	82425 7/24 ML	City Credit Card M. Liebetrau	7/23/2024	8/8/2024
CORPPAY	POL52122 531000	Office Supplies	2024	8	INV	Paid	85.98	82425 7/24 ML	City Credit Card M. Liebetrau	7/23/2024	8/8/2024
CORPPAY	POL52122 531050	Uniforms & Protective Gear	2024	8	INV	Paid	151.70	82425 7/24 ML	City Credit Card M. Liebetrau	7/23/2024	8/8/2024
CORPPAY	POL52122 531910	Operating Supplies	2024	8	INV	Paid	3.58	82425 7/24 MB	City Credit Card M. Black	7/23/2024	8/8/2024
CORPPAY	POL52122 531910	Operating Supplies	2024	8	INV	Paid	18.76	82425 7/24 ML	City Credit Card M. Liebetrau	7/23/2024	8/8/2024
CORPPAY	POL52122 549300	Printing	2024	8	INV	Paid	22.20	82425 7/24 ML	City Credit Card M. Liebetrau	7/23/2024	8/8/2024
CORPPAY	POL52140 543000	Training & Travel	2024	8	INV	Paid	1,003.12	82425 7/24 BL	City Credit Card B. Lynch	7/23/2024	8/8/2024
CORPPAY	POL52140 543000	Training & Travel	2024	8	INV	Paid	946.25	82425 7/24 MB	City Credit Card M. Black	7/23/2024	8/8/2024
CORPPAY	POL52140 543000	Training & Travel	2024	8	INV	Paid	457.23	82425 7/24 ML	City Credit Card M. Liebetrau	7/23/2024	8/8/2024
CORPPAY	POL52150 535210	Office Furnishings	2024	8	INV	Paid	17.67	82425 7/24 ML	City Credit Card M. Liebetrau	7/23/2024	8/8/2024
CORPPAY	POL52150 545000	Operating Rentals & Leases	2024	8	INV	Paid	2,000.00	82425 7/24 GH	Golf cart rental-Boeing Classic and Railroad Days	7/23/2024	8/8/2024
CORPPAY	POL52150 545000	Operating Rentals & Leases	2024	8	INV	Paid	507.00	82425 7/24 ML	City Credit Card M. Liebetrau	7/23/2024	8/8/2024
CORPPAY	STR54264 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	1,441.72	82425 7/24 JH	City Credit Card J. Hamlin	7/23/2024	8/8/2024
CORPPAY	01452122 531050	Uniforms & Protective Gear	2024	8	INV	Paid	108.60	82425 7/24 ML	City Credit Card M. Liebetrau	7/23/2024	8/8/2024
CORPPAY	40153410 523300	Reimb - Dues, Licenses & Cert	2024	8	INV	Paid	140.00	82425 7/24 JQ	City Credit Card 7/24	7/23/2024	8/8/2024
CORPPAY	40153410 549100	City-Sponsored Expenses	2024	8	INV	Paid	8.94	82425 7/24 JQ	City Credit Card 7/24	7/23/2024	8/8/2024
CORPPAY	40153481 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	349.18	82425 7/24 JH	City Credit Card J. Hamlin	7/23/2024	8/8/2024
CORPPAY	40253510 549100	City-Sponsored Expenses	2024	8	INV	Paid	8.95	82425 7/24 JQ	City Credit Card 7/24	7/23/2024	8/8/2024
CORPPAY	40353190 543000	Training & Travel	2024	8	INV	Paid	87.00	82425 7/24 JQ	City Credit Card 7/24	7/23/2024	8/8/2024
CORPPAY	50251888 541030	Info Tech Services	2024	8	INV	Paid	802.25	82425 7/24 FL	City Credit Card F. Lacroix	7/23/2024	8/8/2024
CORPPAY	50251888 549200	Dues-Subscriptions-Memberships	2024	8	INV	Paid	225.00	82425 7/24 FL	City Credit Card F. Lacroix	7/23/2024	8/8/2024
COS BD	31132040 561000	Land - Home Purchases	2024	8	INV	Paid	187.58	82426 2023-00064	Building Permit for 7702 Rlrd Ave. Demolition	8/1/2024	8/8/2024
CRIMINAL	01452140 543000	Training & Travel	2024	8	INV	Paid	400.00	82427 201139774	Registration fee for J. Kae CJTC training	7/1/2024	8/8/2024
CSOSV	PAR34730 347301	Recreational Activity Fees	2024	8	INV	Paid	148.00	82428 694	Partial Refund of park rental fee (minus cncl fee)	7/20/2024	8/8/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	3.26	82429 B379909	Assorted repair & maintenance. supplies	6/26/2024	8/8/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	10.89	82429 B379968	Assorted repair & maintenance. supplies	6/26/2024	8/8/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	77.27	82429 B379969	Assorted repair & maintenance. supplies	6/26/2024	8/8/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	74.08	82429 B380024	Assorted repair & maintenance. supplies	6/27/2024	8/8/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	47.96	82429 B380513	Assorted repair & maintenance. supplies	7/3/2024	8/8/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	47.96	82429 B380517	Assorted repair & maintenance. supplies	7/3/2024	8/8/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	2.92	82429 B380656	Assorted repair & maintenance. supplies	7/5/2024	8/8/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	116.73	82429 B381142	Assorted repair & maintenance. supplies	7/10/2024	8/8/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	23.96	82429 B381215	Assorted repair & maintenance. supplies	7/11/2024	8/8/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	26.17	82429 B381683	Assorted repair & maintenance. supplies	7/16/2024	8/8/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	13.08	82429 B381747	Assorted repair & maintenance. supplies	7/17/2024	8/8/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	14.40	82429 B381866	Assorted repair & maintenance. supplies	7/19/2024	8/8/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	43.59	82429 B382275	Assorted repair & maintenance. supplies	7/24/2024	8/8/2024
CTV	PKF57680 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	2.15	82429 B382276	Assorted repair & maintenance. supplies	7/24/2024	8/8/2024
CTV	40153481 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	451.48	82429 B381561	Assorted repair & maintenance. supplies	7/15/2024	8/8/2024
CTV	40153481 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	22.66	82429 B382214	Assorted repair & maintenance. supplies	7/23/2024	8/8/2024
CTV	40253580 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	165.57	82429 B380425	Assorted repair & maintenance. supplies	7/2/2024	8/8/2024
CTV	40253580 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	17.45	82429 B381109	Assorted repair & maintenance. supplies	7/9/2024	8/8/2024
CTV	40253580 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	25.93	82429 B381674	Assorted repair & maintenance. supplies	7/16/2024	8/8/2024
CTV	40353190 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	50.18	82429 B382132	grass seed	7/22/2024	8/8/2024
CTV	40353190 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	50.18	82429 B382292	grass seed	7/24/2024	8/8/2024
CTV	51051821 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	138.79	82429 B381214	Assorted repair & maintenance. supplies	7/11/2024	8/8/2024
D SQUARE	50154868 548000	Repair & Maintenance Services	2024	8	INV	Paid	768.45	82430 WO-62192	Standby Generation Repair, Svc & Testing	7/15/2024	8/8/2024
DOLI2	51051821 548000	Repair & Maintenance Services	2024	8	INV	Paid	217.80	82431 348043	Annual operating permit for Elevator at City Hall	7/1/2024	8/8/2024
DOO	STR54267 548000	St Clean Repair & Maint Svcs	2024	8	INV	Paid	2,764.13	82432 840	street sweeping	6/30/2024	8/8/2024
Emily Artech	PLN55860 543000	Training & Travel	2024	8	INV	Paid	62.06	82433 RE E Artech 7/10/24	RE E. Artech Mileage for meeting	7/23/2024	8/8/2024
Emily Artech	PLN55860 543000	Training & Travel	2024	8	INV	Paid	26.80	82433 RE E Artech 7/17/24	RE E. Artech Mileage for meeting	7/23/2024	8/8/2024
ERA	40253585 541000	Professional Svcs - General	2024	8	INV	Paid	259.06	82434 080803	PE testing	6/18/2024	8/8/2024
ESA	PLN55861 541080	Environmental Services	2024	8	INV	Paid	742.50	82435 197971	NWRWM	7/9/2024	8/8/2024
Evergreen Courier LL	40253585 542300	Postage & Freight	2024	8	INV	Paid	376.20	82436 000117	courier to lab samples	7/11/2024	8/8/2024
Evergreen Ford	50154868 531301	Repair Parts	2024	8	INV	Paid	1,112.86	82437 5206433	replacement exhaust flex tube assemblis Police SUV	7/10/2024	8/8/2024
Evergreen Ford	50154868 531301	Repair Parts	2024	8	INV	Paid	21.23	82437 5206805	plastic body rivets police suv	7/23/2024	8/8/2024
Evergreen Ford	50154868 531301	Repair Parts	2024	8	INV	Paid	60.67	82437 5206850	Blind rivet for battery box Police SUV	7/24/2024	8/8/2024
Evergreen Ford	50154868 531301	Repair Parts	2024	8	INV	Paid	303.44	82437 5206913	wiper repair parts, motor, switch #404	7/25/2024	8/8/2024
Evergreen Ford	50154868 531301	Repair Parts	2024	8	INV	Paid	116.55	82437 5206963	wiper arm pivot assembly #404 pickup	7/26/2024	8/8/2024

Evergreen Ford	50154868 548000	Repair & Maintenance Services	2024	8	INV	Paid	13,180.91	82437 6298115	complete engine replacement #122 Police SUV	7/18/2024	8/8/2024
Evergreen Ford	50154868 548000	Repair & Maintenance Services	2024	8	INV	Paid	1,697.61	82437 6298510	#401 Parks pickup air cond compressor replc/refill	7/18/2024	8/8/2024
FCSGROUP	PLN55860 541000	Professional Svcs - General	2024	8	INV	Paid	6,778.75	82438 3743-22404112	Capital Facilities Funding Plan	4/19/2024	8/8/2024
FCSGROUP	40153410 541095	Utility Rate Study	2024	8	INV	Paid	7,535.00	82438 3918-22406113	Utility Rate Study 2025/2030-	6/21/2024	8/8/2024
FCSGROUP	40253510 541095	Utility Rate Study	2024	8	INV	Paid	7,535.00	82438 3918-22406113	Utility Rate Study 2025/2030-	6/21/2024	8/8/2024
FCSGROUP	40353110 541095	Utility Rate Study	2024	8	INV	Paid	3,767.50	82438 3918-22406113	Utility Rate Study 2025/2030-	6/21/2024	8/8/2024
Ferguson Water Works	40153481 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	5,504.88	82439 0042446-2	2" meters	7/16/2024	8/8/2024
Ferguson Water Works	40153481 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	1,307.53	82439 0043107	Antenna for reading meters	7/11/2024	8/8/2024
First Responder	01452122 531050	Uniforms & Protective Gear	2024	8	INV	Paid	550.49	82440 6238-3	J. Meadows- Jumpsuit with alterations	6/19/2024	8/8/2024
GALLSLLC	FIR52220 531050	Uniforms	2024	8	INV	Paid	896.01	82441 028449076	Blank rectangle embroidery, industrial pants, boots	7/10/2024	8/8/2024
GALLSLLC	POL52122 531050	Uniforms & Protective Gear	2024	8	INV	Paid	55.92	82441 028353758	Disposable Transport Hoods	6/27/2024	8/8/2024
GALLSLLC	01452122 531050	Uniforms & Protective Gear	2024	8	INV	Paid	55.91	82441 028353758	Disposable Transport Hoods	6/27/2024	8/8/2024
GENDIGIT	HUM51810 549200	Dues-Subscriptions-Memberships	2024	8	INV	Paid	155.76	82442 COS0031	July Norton LifeLock coverage for 16 employees	7/15/2024	8/8/2024
GOODYEAR	50154868 531400	Tires	2024	8	INV	Paid	4,237.69	82443 195-1170580	Police patrol SUV tires	7/10/2024	8/8/2024
GOODYEAR	50154868 531400	Tires	2024	8	INV	Paid	888.32	82443 195-1170638	state bid replacement tires #101 police pickup	7/17/2024	8/8/2024
GRAINGER	40253565 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	404.26	82444 9167608166	cable support to replace worn out support	6/28/2024	8/8/2024
GRAINGER	40253580 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	1,231.74	82444 9159713396	repair for grit classifier	6/21/2024	8/8/2024
GRAINGER	40253580 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	136.10	82444 9159887869	part for chemical sprayer	6/21/2024	8/8/2024
GRAINGER	40253580 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	346.43	82444 9162224373	part for chemical sprayer	6/24/2024	8/8/2024
GRAINGER	40253580 531910	Operating Supplies	2024	8	INV	Paid	87.24	82444 9167608174	break room cooling supplies Hydration	6/28/2024	8/8/2024
GRAINGER	51051821 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	52.93	82444 9184676006	facility signs city hall	7/17/2024	8/8/2024
Graybar	40153481 531820	Info Tech Components	2024	8	INV	Paid	332.84	82445 9337943746	Canyon Springs PLC replacement parts	7/5/2024	8/8/2024
Graybar	40153481 531820	Info Tech Components	2024	8	INV	Paid	330.90	82445 9337943747	Canyon Springs PLC replacement parts	7/5/2024	8/8/2024
GRCC WW	40253580 543000	Training & Travel	2024	8	INV	Paid	770.00	82446 231675	backflow assembly cert course T. Holmes	7/15/2024	8/8/2024
GRCC WW	40253580 543000	Training & Travel	2024	8	INV	Paid	770.00	82446 231697	backflow assembly cert course reg. R. Dalziel	7/15/2024	8/8/2024
HANDYHEL	PLN55730 541000	Professional Svcs - General	2024	8	INV	Paid	1,080.00	82447 6203	Pole Banner Installation	7/10/2024	8/8/2024
HD Fowler	40153481 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	822.79	82448 16757115	brass fittings for blowoff	7/11/2024	8/8/2024
HD Fowler	40353130 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	59.32	82448 16752756	Gasket for North High Flow Bypass cleanout lid	7/8/2024	8/8/2024
HD Supply Facil Main	51051821 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	108.89	82449 9227196778	belts for HVAC at PW	6/25/2024	8/8/2024
HD Supply Facil Main	51051821 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	1,623.41	82449 9227654300	4 additional portable A/C units for city hall	7/10/2024	8/8/2024
HMPAC	40353190 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	44.12	82450 1874886	Rebar for elk cages for park trees	7/9/2024	8/8/2024
HSI	FIR52245 543000	Training & Travel	2024	8	INV	Paid	11.50	82451 2060842	HSI Digital Card	7/2/2024	8/8/2024
HSI	FIR52245 543000	Training & Travel	2024	8	INV	Paid	45.00	82451 2060843	Online Instructor Reauthorization	7/2/2024	8/8/2024
HV	PKF57680 548000	Repair & Maintenance Services	2024	8	INV	Paid	16,879.50	82452 4017	Top Soil/Hydro seed Carmichael Park	7/17/2024	8/8/2024
Icon Materials	31059533 563000	Snoq Parkway - Construction	2024	8	INV	Paid	125,740.92	82453 Progress Payment #6	Sno Pkwy construction Final Progress pmt #6	5/29/2024	8/8/2024
Jacob Fouts	FIR52245 543000	Training & Travel	2024	8	INV	Paid	581.20	82454 RE J Fouts 8/24	Reimb. J. Fouts airfare, meals, Accred. Hearing	7/1/2024	8/8/2024
JB Tree Svc	40353190 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	1,236.06	82455 6/12/24	Arborist chips for park st. restoration sites	6/12/2024	8/8/2024
JENKINSP	40253565 548000	Repair & Maintenance Services	2024	8	INV	Paid	2,410.68	82456 24131	Clean pump station wetwells	6/27/2024	8/8/2024
K&L Gates	LEG51541 541100	Outside Legal Services - Gen	2024	8	INV	Paid	5,881.10	82457 100046947	Legal Advice- Snoqualmie Tribe Agreements	7/12/2024	8/8/2024
K&L Gates	LEG51541 541100	Outside Legal Services - Gen	2024	8	INV	Paid	825.00	82457 100046948	Legal Advice- Police Agreement	7/12/2024	8/8/2024
K&L Gates	LEG51541 541100	Outside Legal Services - Gen	2024	8	INV	Paid	675.00	82457 100046949	Legal Advice- Fire Agreement	7/12/2024	8/8/2024
KBM	LEG51541 541100	Outside Legal Services - Gen	2024	8	INV	Paid	2,596.27	82458 22951	Pre- Defense General	7/5/2024	8/8/2024
KC 710	STR54264 548000	Traffic Signal Maintenance	2024	8	INV	Paid	4,113.37	82459 134109-134111	Traffic sign Maint. Various Projects	5/31/2024	8/8/2024
KC 710	STR54264 548000	Traffic Signal Maintenance	2024	8	INV	Paid	2,153.18	82459 134693-134698	Traffic sign Maint. Various Projects	6/30/2024	8/8/2024
Kimley-Horn	PKF57680 541000	Professional Svcs - General	2024	8	INV	Paid	10,645.00	82460 28538092	Parks, Recreation and Open Space Plan	6/30/2024	8/8/2024
Kissler	40253555 548000	Repair & Maintenance Services	2024	8	INV	Paid	2,227.69	82461 11281	transport to application site	7/2/2024	8/8/2024
KONE	51051821 548000	Repair & Maintenance Services	2024	8	INV	Paid	1,754.36	82462 871402312	City Hall Elevator maint., repair, annual inspect	7/1/2024	8/8/2024
KONECRAN	51051821 548000	Repair & Maintenance Services	2024	8	INV	Paid	1,636.50	82463 155041486	Overhead lifting Crane L&I inspections and repair	7/15/2024	8/8/2024
KONECRAN	51051821 548000	Repair & Maintenance Services	2024	8	INV	Paid	6,901.13	82463 155043853	Overhead lifting crane L&I inspections an repair	7/19/2024	8/8/2024
KONEP	51051821 548000	Repair & Maintenance Services	2024	8	INV	Paid	1,752.75	82464 871322577	City Hall Elevator maint., repair, ann L&I inspect	4/1/2024	8/8/2024
KSI	POL52122 531910	Operating Supplies	2024	8	INV	Paid	572.26	82465 390663	Batteries for Kustom Pro Laser 3 Lidars x3	6/17/2024	8/8/2024
LAWSONPR	40253580 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	850.66	82466 9311641234	Stock supplies	6/24/2024	8/8/2024
LEVEL3	50251888 542000	Telephone Service	2024	8	INV	Paid	2,353.62	82467 696246877	Monthly Telephone Service	7/1/2024	8/8/2024
LLS	POL52122 541000	Professional Svcs - General	2024	8	INV	Paid	28.71	82468 11339794	interpretation svcs C. Miller 205-2476 2024-06-03	6/30/2024	8/8/2024
LNCS	FIR52220 531050	Uniforms	2024	8	INV	Paid	516.81	82469 INV843517	BarriAire Hood (4)	7/11/2024	8/8/2024
LNCS	POL52110 523100	Clothing Allowance	2024	8	INV	Paid	17.95	82469 INV838098	B. Lynch 3 star pins	6/25/2024	8/8/2024
LNCS	POL52110 523100	Clothing Allowance	2024	8	INV	Paid	153.94	82469 INV839217	G. Horejsi Short Slv Supershirt w/ Embroidery	6/27/2024	8/8/2024
LNCS	POL52122 531050	Uniforms & Protective Gear	2024	8	INV	Paid	25.47	82469 INV831392	C. Smith- Duty Belt	6/5/2024	8/8/2024
LNCS	POL52122 531050	Uniforms & Protective Gear	2024	8	INV	Paid	136.64	82469 INV837665	J Westman Long Sleeve Supershirt & Embroidery	6/24/2024	8/8/2024

LNCs	01452122 531050	Uniforms & Protective Gear	2024	8	INV	Paid	25.47	82469 INV831392	C. Smith- Duty Belt	6/5/2024	8/8/2024
Lyle Beach	40253580 543000	Training & Travel	2024	8	INV	Paid	100.00	82470 RE L Beach 6-7/24	Reimb. L. Beach trng reg, Ice for WET prmt testing	7/18/2024	8/8/2024
Lyle Beach	40253585 542300	Postage & Freight	2024	8	INV	Paid	26.91	82470 RE L Beach 6-7/24	Reimb. L. Beach trng reg, Ice for WET prmt testing	7/18/2024	8/8/2024
Fehr & Peers	PLN55860 541040	Engineering Services	2024	8	INV	Paid	3,652.50	82471 177274	Transportation Impact Fee	7/15/2024	8/8/2024
MAC	PLN55860 541000	Professional Svcs - General	2024	8	INV	Paid	2,150.00	82472 445865	Code Amendments HB1220	6/28/2024	8/8/2024
Matthew West	FIR52245 543000	Training & Travel	2024	8	INV	Paid	611.20	82473 RE M West 8/24	Reimb. M. West airfare, meals, Accred. Hearing	7/1/2024	8/8/2024
MCMMASTER	40253565 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	746.94	82474 29095110	chain-that imprvs visbly of chain at pump st entr	6/24/2024	8/8/2024
MCMMASTER	40253580 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	4,146.63	82474 29911795	Repair to air system to remove water from pipes	7/10/2024	8/8/2024
Meridian Mechanical	00150030 322100	Building Permits	2024	8	INV	Paid	95.21	82475 MECH2024-162	REFUND, Project cancelled	7/31/2024	8/8/2024
Meridian Mechanical	50234181 341810	ePlan Tech Surcharge	2024	8	INV	Paid	4.76	82475 MECH2024-162	REFUND, Project cancelled	7/31/2024	8/8/2024
Mike Bailey	FIR52245 543000	Training & Travel	2024	8	INV	Paid	501.20	82476 RE M Bailey 8/24	Reimb. M. Bailey airfare, meals, Accred. Hearing	7/1/2024	8/8/2024
Minuteman Press	COM55720 542300	Postage & Freight	2024	8	INV	Paid	1,419.33	82477 93262	Postage for Public Safety Sales Tax Levy mailer	7/17/2024	8/8/2024
Minuteman Press	COM55720 549300	Printing	2024	8	INV	Paid	3,351.81	82477 93261	Postcards for Public Safety Sales Tax Levy mailer	7/17/2024	8/8/2024
Minuteman Press	FIR52210 549300	Printing	2024	8	INV	Paid	1,669.23	82477 93214	3500 July Tri-folds inserts to util bills	7/9/2024	8/8/2024
Minuteman Press	FIR52220 541000	Professional Svcs - General	2024	8	INV	Paid	62.04	82477 53343	AFIB Cards	7/1/2024	8/8/2024
Minuteman Press	FIR52220 541000	Professional Svcs - General	2024	8	INV	Paid	131.05	82477 53423	AFIB Cards	7/16/2024	8/8/2024
Minuteman Press	40153481 531000	Office Supplies	2024	8	INV	Paid	242.87	82477 93213	printing/folding, envelopes for June Util Bills	7/9/2024	8/8/2024
Minuteman Press	40153481 549300	Printing	2024	8	INV	Paid	456.39	82477 93212	mailing and assembling backflow letters	7/9/2024	8/8/2024
Minuteman Press	40153481 549300	Printing	2024	8	INV	Paid	320.66	82477 93213	printing/folding, envelopes for June Util Bills	7/9/2024	8/8/2024
Minuteman Press	40153481 549300	Printing	2024	8	INV	Paid	244.95	82477 93298	postage for backflow letters	7/23/2024	8/8/2024
Minuteman Press	40253580 531000	Office Supplies	2024	8	INV	Paid	242.87	82477 93213	printing/folding, envelopes for June Util Bills	7/9/2024	8/8/2024
Minuteman Press	40253580 549300	Printing	2024	8	INV	Paid	320.66	82477 93213	printing/folding, envelopes for June Util Bills	7/9/2024	8/8/2024
Minuteman Press	40353130 531000	Office Supplies	2024	8	INV	Paid	247.87	82477 93213	printing/folding, envelopes for June Util Bills	7/9/2024	8/8/2024
Minuteman Press	40353130 549300	Printing	2024	8	INV	Paid	315.66	82477 93213	printing/folding, envelopes for June Util Bills	7/9/2024	8/8/2024
MISSIONS	HUM51810 541450	Employee Benefit Admin Fees	2024	8	INV	Paid	250.00	82478 20240630-109-320546A	Quarterly Plan Fee 7/1/24 to 9/30/24	7/22/2024	8/8/2024
MONROECC	40353190 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	723.29	82479 MCC2406.0088	Storm pond & restoration site maintenance	7/10/2024	8/8/2024
NB AUTOF	50154868 531301	Repair Parts	2024	8	INV	Paid	202.21	82480 34457	ER&R vehicle and equip. parts July 24	6/28/2024	8/8/2024
NB AUTOF	50154868 531301	Repair Parts	2024	8	INV	Paid	58.52	82480 34992	ER&R vehicle and equip. parts July 24	7/3/2024	8/8/2024
NB AUTOF	50154868 531301	Repair Parts	2024	8	INV	Paid	274.54	82480 35350	ER&R vehicle and equip. parts July 24	7/8/2024	8/8/2024
NB AUTOF	50154868 531301	Repair Parts	2024	8	INV	Paid	97.55	82480 35371	ER&R vehicle and equip. parts July 24	7/8/2024	8/8/2024
NB AUTOF	50154868 531301	Repair Parts	2024	8	INV	Paid	107.64	82480 35477	ER&R vehicle and equip. parts July 24	7/9/2024	8/8/2024
NB AUTOF	50154868 531301	Repair Parts	2024	8	INV	Paid	116.32	82480 35531	ER&R vehicle and equip. parts July 24	7/9/2024	8/8/2024
NB AUTOF	50154868 531301	Repair Parts	2024	8	INV	Paid	48.11	82480 35583	ER&R vehicle and equip. parts July 24	7/10/2024	8/8/2024
NB AUTOF	50154868 531301	Repair Parts	2024	8	INV	Paid	224.86	82480 36136	ER&R vehicle and equip. parts July 24	7/15/2024	8/8/2024
NB AUTOF	50154868 531301	Repair Parts	2024	8	INV	Paid	303.73	82480 36166	ER&R vehicle and equip. parts July 24	7/15/2024	8/8/2024
NB AUTOF	50154868 531301	Repair Parts	2024	8	INV	Paid	231.44	82480 36285	ER&R vehicle and equip. parts July 24	7/16/2024	8/8/2024
NB AUTOF	50154868 531301	Repair Parts	2024	8	INV	Paid	186.27	82480 36344	ER&R vehicle and equip. parts July 24	7/16/2024	8/8/2024
NB AUTOF	50154868 531301	Repair Parts	2024	8	INV	Paid	242.20	82480 36419	ER&R vehicle and equip. parts July 24	7/17/2024	8/8/2024
NB AUTOF	50154868 531301	Repair Parts	2024	8	INV	Paid	76.25	82480 36420	ER&R vehicle and equip. parts July 24	7/17/2024	8/8/2024
NB AUTOF	50154868 531301	Repair Parts	2024	8	INV	Paid	58.52	82480 36426	ER&R vehicle and equip. parts July 24	7/17/2024	8/8/2024
NB AUTOF	50154868 531301	Repair Parts	2024	8	INV	Paid	17.25	82480 36430	ER&R vehicle and equip. parts July 24	7/17/2024	8/8/2024
NB AUTOF	50154868 531301	Repair Parts	2024	8	INV	Paid	287.61	82480 36556	ER&R vehicle and equip. parts July 24	7/18/2024	8/8/2024
NB AUTOF	50154868 531301	Repair Parts	2024	8	INV	Paid	980.96	82480 36557	ER&R vehicle and equip. parts July 24	7/18/2024	8/8/2024
NB AUTOF	50154868 531301	Repair Parts	2024	8	INV	Paid	456.06	82480 36903	ER&R vehicle and equip. parts July 24	7/22/2024	8/8/2024
NB AUTOF	50154868 531301	Repair Parts	2024	8	INV	Paid	66.70	82480 36954	ER&R vehicle and equip. parts July 24	7/22/2024	8/8/2024
NB AUTOF	50154868 531301	Repair Parts	2024	8	INV	Paid	39.67	82480 37035	ER&R vehicle and equip. parts July 24	7/23/2024	8/8/2024
NB AUTOF	50154868 531301	Repair Parts	2024	8	INV	Paid	642.60	82480 37038	ER&R vehicle and equip. parts July 24	7/23/2024	8/8/2024
NB AUTOF	50154868 531301	Repair Parts	2024	8	INV	Paid	315.22	82480 37089	ER&R vehicle and equip. parts July 24	7/23/2024	8/8/2024
NB AUTOF	50154868 531301	Repair Parts	2024	8	INV	Paid	608.07	82480 37248	ER&R vehicle and equip. parts July 24	7/25/2024	8/8/2024
NB AUTOG	FIR52220 531910	Operating Supplies	2024	8	INV	Paid	66.07	82481 034801	Def Fluid	7/1/2024	8/8/2024
NB AUTOG	40253565 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	147.96	82481 032044	Battery, charger, supplies	6/6/2024	8/8/2024
NB AUTOG	40253565 531300	Repair & Maintenance Supplies	2024	8	CRM	Paid	-9.82	82481 CM 032454	Credit memo for battery core from inv. 032044	6/10/2024	8/8/2024
NB AUTOG	40253580 531200	Motor Oils	2024	8	INV	Paid	16.94	82481 031844	Fluid for fork lifts	6/5/2024	8/8/2024
NHC	PLN55860 541040	Engineering Services	2024	8	INV	Paid	1,482.50	82482 31613	NWRWM; PAR-SVHC Health Center	7/18/2024	8/8/2024
NHC	PLN55861 541040	Engineering Services	2024	8	INV	Paid	412.50	82482 31613	NWRWM; PAR-SVHC Health Center	7/18/2024	8/8/2024
Nicole Wiebe	EVE57320 531900	Miscellaneous Supplies	2024	8	INV	Paid	22.61	82483 RE N Wiebe 7/24	RE N. Wiebe 7/18/24 Movies in Prk suppl for prizes	7/22/2024	8/8/2024
OTAK	PLN55860 541000	Professional Svcs - General	2024	8	INV	Paid	14,647.50	82484 000062400430	Comp Plan Update	6/27/2024	8/8/2024
OTAK	PLN55860 541080	Environmental Services	2024	8	INV	Paid	1,339.75	82484 000062400431	Climate Resilience Planning	6/27/2024	8/8/2024
OTAK	31175010 541060	Design Services	2024	8	INV	Paid	17,145.19	82484 000022400309	Towncenter Phase 3- Design/Engineering	2/29/2024	8/8/2024

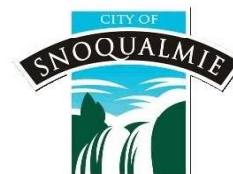
PACIFICA	PLN55860 541100	Outside Legal Services - Gen	2024	8	INV	Paid	43,504.00	82485 91174	CV2024-001 Code Enforcement	7/16/2024	8/8/2024
PARAMET	31059533 541040	Snoq Parkway - Const Mgmt	2024	8	INV	Paid	3,327.65	82486 51294 Void/Reissue	Snoq Pkwy construction management through Dec 23	12/19/2023	8/8/2024
PARAMET	31175100 541060	384th Sidewalk Design	2024	8	INV	Paid	25,694.87	82486 57914	For 384th Ave Sewer/Sidewalk Design ending 4/6/24	7/19/2024	8/8/2024
PARAMET	41750935 541060	Design Services	2024	8	INV	Paid	25,694.86	82486 57914	For 384th Ave Sewer/Sidewalk Design ending 4/6/24	7/19/2024	8/8/2024
PB 179	NONS1890 542300	Postage & Freight	2024	8	INV	Paid	36.41	82487 3319392870	Postage machine lease/sales tax	7/9/2024	8/8/2024
PB 179	NONS9118 577001	P-B Postage Machine Lease	2024	8	INV	Paid	535.92	82487 3319392870	Postage machine lease/sales tax	7/9/2024	8/8/2024
POA-OR	50251888 545200	Rent - Furniture & Equipment	2024	8	INV	Paid	9.58	82488 299665	Copier Kit Overage	6/9/2024	8/8/2024
POA-OR	50251888 545200	Rent - Furniture & Equipment	2024	8	INV	Paid	726.00	82488 328310	Copier Kit Overage	6/23/2024	8/8/2024
POA-OR	50251888 545200	Rent - Furniture & Equipment	2024	8	INV	Paid	34.60	82488 365255	Copier Kit Overage	7/8/2024	8/8/2024
POA-OR	50251888 545200	Rent - Furniture & Equipment	2024	8	INV	Paid	137.66	82488 CSQ-1823	Monthly Printer Lease and Lease Tax	6/18/2024	8/8/2024
POA-OR	50251888 545200	Rent - Furniture & Equipment	2024	8	INV	Paid	137.66	82488 CSQ-1923	Monthly printer lease	7/16/2024	8/8/2024
POA-OR	50259118 577004	Copiers/Printers Lease Prin	2024	8	INV	Paid	1,552.91	82488 CSQ-1823	Monthly Printer Lease and Lease Tax	6/18/2024	8/8/2024
POA-OR	50259118 577004	Copiers/Printers Lease Prin	2024	8	INV	Paid	1,552.91	82488 CSQ-1923	Monthly printer lease	7/16/2024	8/8/2024
PRE-EMPL	FIR52220 541000	Professional Svcs - General	2024	8	INV	Paid	74.50	82489 378132	Background Check Volunteers	6/1/2024	8/8/2024
PROSPECT	41759436 563000	WRF Improve Construction	2024	8	INV	Paid	710,330.89	82490 Pay Estimate #10	Water Reclamation Facility Constr. thru 7/1/2024	7/1/2024	8/8/2024
PSE	POL52150 547100	Electricity	2024	8	INV	Paid	264.22	82491 002083 6/24	Electricity	6/28/2024	8/8/2024
PSPS	POL52110 541000	Professional Svcs - General	2024	8	INV	Paid	450.00	82492 4810	Psychological Evaluation- L. Russo	6/30/2024	8/8/2024
PSRFA	50154868 548000	Repair & Maintenance Services	2024	8	INV	Paid	7,499.40	82493 9199	brakes, fuel sending unit, batteries, #601 fire tr	6/30/2024	8/8/2024
PSRFA	50154868 548000	Repair & Maintenance Services	2024	8	INV	Paid	137.60	82493 9213	fuel tank leak repair #602 fire truck	6/30/2024	8/8/2024
PSRFA	50154868 548000	Repair & Maintenance Services	2024	8	INV	Paid	5,989.19	82493 9458	Fire Apparatus Repair and Service	7/8/2024	8/8/2024
PSTEST	POL52110 549200	Dues-Subscriptions-Memberships	2024	8	INV	Paid	224.00	82494 2024-698	Subscription Fee April-June 2024	7/11/2024	8/8/2024
Ramji Beera	PAR34730 347301	Recreational Activity Fees	2024	8	INV	Paid	140.00	82495 814	Park Rental Fee Refund	8/1/2024	8/8/2024
Red Gate	50251881 548860	Hardware-Software Maintenance	2024	8	INV	Paid	1,649.56	82496 INV00161441	SQL Server Backup Profess. Support and Upgrades	6/6/2024	8/8/2024
ROBERT HALF	FIN51423 541190	Temporary Agency Personnel	2024	8	INV	Paid	1,736.00	82497 63835723	M. Dewar- Financial Specialist Support	7/16/2024	8/8/2024
ROBERT HALF	FIN51423 541190	Temporary Agency Personnel	2024	8	INV	Paid	2,171.63	82497 63866748	M. Dewar- Financial Specialist Support	7/24/2024	8/8/2024
ROBERT HALF	FIN51423 541190	Temporary Agency Personnel	2024	8	INV	Paid	2,170.00	82497 63889598	M. Dewar- Financial Specialist Support	7/30/2024	8/8/2024
Ryan Dalziel	40253580 543000	Training & Travel	2024	8	INV	Paid	75.00	82498 RE R Dalziel 9/24	Reimb R. Dalziel per diem lunch for trng 9/9-9/13	7/16/2024	8/8/2024
SEAAUTO	50154868 531301	Repair Parts	2024	8	INV	Paid	466.42	82499 55-9237088	2017 Ford F-350 starter motor assembly	7/15/2024	8/8/2024
Sean Aragon	EVE57320 541000	Professional Svcs - General	2024	8	INV	Paid	900.00	82500 11243	Music in the Park Sound System Support 7/11/24	7/18/2024	8/8/2024
Sean Aragon	EVE57320 541000	Professional Svcs - General	2024	8	INV	Paid	900.00	82500 67891	Music in the Park Sound system support 7/25/24	7/25/2024	8/8/2024
SEATIMES	CLK51420 541320	Legal Notices	2024	8	INV	Paid	70.00	82501 82715	Notice of Public Hearing- Salary Commission	7/29/2024	8/8/2024
SEATIMES	CLK51420 541330	Ordinance Publication	2024	8	INV	Paid	70.00	82501 81790	Ordinance 1292	7/11/2024	8/8/2024
SETINA	50159448 564000	Fleet Vehicles & Equipment	2024	8	INV	Paid	89.98	82502 288820	Seat belt for rear passenger seat Police suv	7/11/2024	8/8/2024
SKCDPH	40253580 547501	Hazardous Waste Program Fees	2024	8	INV	Paid	5,427.73	82503 Q2-2024	Q2- funds King County Hazardous Waste Program	7/1/2024	8/8/2024
SPOK	40153935 542000	Telephone Service	2024	8	INV	Paid	29.06	82504 H03038785	irrigation pager monthly svc fee 7/16-8/15 2024	7/15/2024	8/8/2024
SUMMIT LAW	HUM51810 541120	Legal Consulting Svcs - HR	2024	8	INV	Paid	2,173.00	82505 155823	Legal Services re: Snoqualmie Police Association	7/19/2024	8/8/2024
SUMMIT LAW	HUM51810 541120	Legal Consulting Svcs - HR	2024	8	INV	Paid	1,517.00	82505 155824	Legal Services re: Teamsters Local 763	7/19/2024	8/8/2024
SV CHAMBER COMM	EVE57390 531900	Miscellaneous Supplies	2024	8	INV	Paid	1,250.00	82506 2294	Shop Local Christmas Give-away 2023	5/21/2024	8/8/2024
TODDSTOW	POL52122 541000	Professional Svcs - General	2024	8	INV	Paid	343.67	82507 47252	2004 Ford F150 L/D98453B PD impound	6/17/2024	8/8/2024
TODDSTOW	50154868 541000	Professional Svcs - General	2024	8	INV	Paid	237.29	82507 47392	Towing #401 from PW to Evergreen Ford	7/11/2024	8/8/2024
Tom Holmes	40253580 543000	Training & Travel	2024	8	INV	Paid	75.00	82508 RE T Holmes 9/24	Reimb T. Holmes per diem lunch for trng 9/9-9/13	7/16/2024	8/8/2024
TRUCKV	50159448 564000	Fleet Vehicles & Equipment	2024	8	INV	Paid	3,582.54	82509 275158	rear lockable strg secured boxes, in Pub Sfty veh.	7/24/2024	8/8/2024
TSI CARN	31126090 563014	Trails Replace - Construction	2024	8	INV	Paid	925.65	82510 19708	signs for trail bridges and boardwalks	7/3/2024	8/8/2024
TYLERTEC	35059418 531820	Info Tech Components	2024	8	INV	Paid	7,069.79	82511 045-426763	Tyler Cashiering Receipt Printers	6/22/2023	8/8/2024
UFS/BART	PLN55861 541080	Environmental Services	2024	8	INV	Paid	949.30	82512 2024-1440	Hampton Inn	6/28/2024	8/8/2024
UFS/BART	PLN55861 541080	Environmental Services	2024	8	INV	Paid	1,351.80	82512 2024-1441	Plat 29	6/28/2024	8/8/2024
ULI	POL52122 522400	LEOFF I Retiree Med & Premiums	2024	8	INV	Paid	70.50	82513 24-Aug	Group Insurance premium	8/1/2024	8/8/2024
ULINE	POL52122 531050	Uniforms & Protective Gear	2024	8	INV	Paid	111.18	82514 178338354	Ear Plugs- 2 boxes	5/17/2024	8/8/2024
ULINE	POL52122 531910	Operating Supplies	2024	8	INV	Paid	214.47	82514 179784840	Two Bottle Eye Wash Stations x3	6/24/2024	8/8/2024
ULINE	40153481 531050	Uniforms & Protective Gear	2024	8	INV	Paid	1,015.38	82514 180211730	gloves	7/5/2024	8/8/2024
UNITEDSI	40353130 548000	Repair & Maintenance Services	2024	8	INV	Paid	185.00	82515 INV-4603672	portable toilet service for DOC Operations	6/30/2024	8/8/2024
URNW	40153481 545100	Rent - Shop Equipment	2024	8	INV	Paid	2,672.95	82516 235589951-001	Monthly rental of truck	7/13/2024	8/8/2024
URNW	50154868 545100	Rent - Shop Equipment	2024	8	INV	Paid	1,103.52	82516 235712006-001	light tower (flagger station) rental 4th of July	7/19/2024	8/8/2024
USAB	40153481 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	4,186.47	82517 INV00420348	tapping tool for water mains	7/12/2024	8/8/2024
USAB	40253580 531040	Prof Books Maps & Manuals	2024	8	INV	Paid	326.38	82517 INV00402005	two study books for Jake and Jaron	6/21/2024	8/8/2024
USFIRE	FIR52220 531050	Uniforms	2024	8	INV	Paid	462.64	82518 81810	helmet	7/11/2024	8/8/2024
UULC	40253560 548000	Repair & Maintenance Services	2024	8	INV	Paid	115.88	82519 4060230	service fee for 811 service	6/30/2024	8/8/2024
VECT	FIR52250 531800	Department Software	2024	8	INV	Paid	1,060.90	82520 INV96638	Vector Check It (Rig Inventory Software purchase)	7/1/2024	8/8/2024
VFG	PLN55860 541000	Professional Svcs - General	2024	8	INV	Paid	950.00	82521 445858	PAR- Lindell ADU	6/28/2024	8/8/2024

VFG	PLN55860 541000	Professional Svcs - General	2024	8	INV	Paid	850.00	82521 445862	MUFP Amendments	6/28/2024	8/8/2024
VFG	PLN55860 541000	Professional Svcs - General	2024	8	INV	Paid	2,675.00	82521 445864	PAR review	6/28/2024	8/8/2024
VFG	PLN55861 541000	Professional Svcs - General	2024	8	INV	Paid	325.00	82521 445857	Timber Trails	6/28/2024	8/8/2024
VFG	PLN55861 541000	Professional Svcs - General	2024	8	INV	Paid	200.00	82521 445860	Dish Wireless	6/28/2024	8/8/2024
VFG	PLN55861 541000	Professional Svcs - General	2024	8	INV	Paid	100.00	82521 445861	CG2023-0004	6/28/2024	8/8/2024
VFG	31137020 541000	Community Ctr - Prof'l Svcs	2024	8	INV	Paid	4,350.00	82521 445863	Community Center PAR	6/28/2024	8/8/2024
VISIONQ	51051821 548000	Repair & Maintenance Services	2024	8	INV	Paid	775.00	82522 001523	window and louver cleaning City Hall and Police	7/13/2024	8/8/2024
VISIONQ	51051821 548000	Repair & Maintenance Services	2024	8	INV	Paid	275.00	82522 001524	window and louver cleaning City Hall and Police	7/13/2024	8/8/2024
Water Mgmt Labs	40153481 541000	Professional Svcs - General	2024	8	INV	Paid	420.00	82523 221683	June 2024 bacteria and arsenic samples	7/17/2024	8/8/2024
Water Mgmt Labs	40153481 541000	Professional Svcs - General	2024	8	INV	Paid	450.00	82523 221726	lead and copper samples	7/17/2024	8/8/2024
WED	50154868 531301	Repair Parts	2024	8	INV	Paid	278.92	82524 INV027335	Ignition switch Toro blower	7/1/2024	8/8/2024
WED	50154868 531301	Repair Parts	2024	8	INV	Paid	712.18	82524 INV030252	#412 Toro Mower 4700D blades and attaching bolts	7/16/2024	8/8/2024
WESTPAY	POL52110 549200	Dues-Subscriptions-Memberships	2024	8	INV	Paid	225.69	82525 850416699	Clear research database monthly fee- June1-30 2024	7/1/2024	8/8/2024
Witmer Pub Sfty	FIR52250 535900	Small Tools & Equipment	2024	8	INV	Paid	337.88	82526 INV489371	Flat Head Axe	6/3/2024	8/8/2024
WLACE	PKF57680 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	21.81	82527 15312274	paint for Gazebo	6/4/2024	8/8/2024
WLACE	PKF57680 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	178.88	82527 15312348	Trash cans	6/12/2024	8/8/2024
WLACE	PKF57680 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	57.96	82527 15312352	Painting Supplies	6/12/2024	8/8/2024
WLACE	PKF57680 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	21.79	82527 15312356	New Keys	6/12/2024	8/8/2024
WLACE	PKF57680 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	50.15	82527 15312461	Paint Supplies	6/25/2024	8/8/2024
WLACE	PKF57680 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	60.94	82527 15312467	Paint and Paint Supplies	6/25/2024	8/8/2024
WLACE	PKF57680 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	207.22	82527 15312555	Trash Pickers	7/3/2024	8/8/2024
WLACE	PKF57680 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	47.96	82527 15312597	2-Cycle Oil	7/11/2024	8/8/2024
WLACE	40153481 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	121.06	82527 15312596	mixed fuel, trimmer line, tote	7/11/2024	8/8/2024
WLACE	40153481 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	92.74	82527 15312667	volt tester, electrical tape, and covers for NWTP	7/19/2024	8/8/2024
WLACE	40153481 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	31.62	82527 15312670	Caulk gun and caulk	7/19/2024	8/8/2024
WLACE	40253565 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	288.74	82527 15312546	supplies for plants/watering at pump station	7/3/2024	8/8/2024
WLACE	40253930 531510	Laboratory Supplies	2024	8	INV	Paid	61.01	82527 15312534	filter cleaning	7/2/2024	8/8/2024
WLACE	40353130 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	801.84	82527 15312585	Stormwater inspection supplies	7/9/2024	8/8/2024
WLACE	40353190 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	32.92	82527 15312582	Pruning tool maintenance supplies	7/8/2024	8/8/2024
WLACE	51051821 531300	Repair & Maintenance Supplies	2024	8	INV	Paid	43.62	82527 15312708	alkaline replacement batteries for city hall	7/24/2024	8/8/2024
WSP BF	63358930 589305	Concealed Pistol License Remit	2024	8	INV	Paid	106.00	82528 I2407289	fingerprinting background checks- June 2024	7/2/2024	8/8/2024

Accounts Payable

Blanket Voucher Approval Document

User: THolden
 Printed: 08/13/2024 - 11:50AM
 Warrant Request Date: 8/5/2024
 DAC Fund:



Batch: 00001.08.2024 - UB Refunds Aug

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$ 3,083.52, for
 claims warrants numbered 62527 through 62543 & dated 8/5/2024.

Line	Claimant	Voucher No.	Amount
1	Alm, Clarence	000062527	350.00
2	Bleyer, Keith and Kelly	000062528	332.16
3	Caro, Victor	000062529	183.97
4	Cole, Rachel	000062530	3.83
5	Egan, Tim and Lori	000062531	268.03
6	Ewen, Thomas	000062532	225.88
7	Forgey, Paul	000062533	13.53
8	Holmberg, Brian	000062534	166.08
9	Maxwell, Judith	000062535	149.56
10	Miller, Susanne	000062536	2.81
11	MK Property Services	000062537	463.87
12	Money, Rachel	000062538	134.74
13	Prouty, Galen	000062539	82.28
14	Rossi, Catherine	000062540	140.13
15	Sheehan, Paul	000062541	205.49
16	Tate, Brian	000062542	107.98
17	Tung, Rajinder	000062543	253.18

Page Total: \$3,083.52

Grand Total: \$3,083.52

Accounts Payable

Check Detail

User: THolden
Printed: 08/13/2024 - 1:01PM



Item 4.

Check Number	Check Date			Amount
UB*03207 - Alm, Clarence Line Item Account				
62527	08/05/2024	Inv		
		<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
		08/02/2024	Refund Check	401-00-000-213-10-00-000
		Inv Total		350.00
62527 Total:				350.00
UB*03207 - Alm, Clarence Total:				350.00
UB*03199 - Bleyer, Keith and Kelly Line Item Account				
62528	08/05/2024	Inv		
		<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
		08/02/2024	Refund Check	401-00-000-213-10-00-000
		Inv Total		332.16
62528 Total:				332.16
UB*03199 - Bleyer, Keith and Kelly Total:				332.16
UB*03206 - Caro, Victor Line Item Account				
62529	08/05/2024	Inv		
		<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
		08/02/2024	Refund Check	401-00-000-213-10-00-000
		Inv Total		183.97
62529 Total:				183.97
UB*03206 - Caro, Victor Total:				183.97
UB*03197 - Cole, Rachel Line Item Account				
62530	08/05/2024			

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2024	Refund Check	401-00-000-213-10-00-000	3.83

Inv Total	3.83
-----------	------

62530 Total:	3.83
--------------	------

UB*03197 - Cole, Rachel Total:	3.83
---------------------------------------	------

UB*03196 - Egan, Tim and Lori Line Item Account

62531 08/05/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2024	Refund Check	403-00-000-213-10-00-000	41.62
08/02/2024	Refund Check	401-00-000-213-10-00-000	80.99
08/02/2024	Refund Check	402-00-000-213-10-00-000	123.29
08/02/2024	Refund Check	001-00-000-213-10-00-000	7.28
08/02/2024	Refund Check	001-00-000-213-10-00-000	11.11
08/02/2024	Refund Check	001-00-000-213-10-00-000	3.74

Inv Total	268.03
-----------	--------

62531 Total:	268.03
--------------	--------

UB*03196 - Egan, Tim and Lori Total:	268.03
---	--------

UB*03201 - Ewen, Thomas Line Item Account

62532 08/05/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2024	Refund Check	401-00-000-213-10-00-000	225.88

Inv Total	225.88
-----------	--------

62532 Total:	225.88
--------------	--------

UB*03201 - Ewen, Thomas Total:	225.88
---------------------------------------	--------

UB*03195 - Forgey, Paul Line Item Account

62533 08/05/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2024	Refund Check	401-00-000-213-10-00-000	13.53

Inv Total	13.53
-----------	-------

62533 Total:

13.53

UB*03195 - Forgey, Paul Total:

13.53

UB*03193 - Holmberg, Brian Line Item Account

62534 08/05/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2024	Refund Check	401-00-000-213-10-00-000	166.08

Inv Total

166.08

62534 Total:

166.08

UB*03193 - Holmberg, Brian Total:

166.08

UB*03192 - Maxwell, Judith Line Item Account

62535 08/05/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2024	Refund Check	401-00-000-213-10-00-000	149.56

Inv Total

149.56

62535 Total:

149.56

UB*03192 - Maxwell, Judith Total:

149.56

UB*03202 - Miller, Susanne Line Item Account

62536 08/05/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2024	Refund Check	401-00-000-213-10-00-000	2.81

Inv Total

2.81

62536 Total:

2.81

UB*03202 - Miller, Susanne Total:

2.81

UB*03200 - MK Property Services Line Item Account

62537 08/05/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2024	Refund Check	401-00-000-213-10-00-000	463.87

Inv Total			463.87
62537 Total:			463.87
UB*03200 - MK Property Services Total:			463.87
UB*03203 - Money, Rachel Line Item Account			
62538	08/05/2024		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2024	Refund Check	401-00-000-213-10-00-000	134.74
Inv Total			134.74
62538 Total:			134.74
UB*03203 - Money, Rachel Total:			134.74
UB*03205 - Prouty, Galen Line Item Account			
62539	08/05/2024		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2024	Refund Check	401-00-000-213-10-00-000	82.28
Inv Total			82.28
62539 Total:			82.28
UB*03205 - Prouty, Galen Total:			82.28
UB*03208 - Rossi, Catherine Line Item Account			
62540	08/05/2024		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2024	Refund Check	401-00-000-213-10-00-000	140.13
Inv Total			140.13
62540 Total:			140.13
UB*03208 - Rossi, Catherine Total:			140.13
UB*03204 - Sheehan, Paul Line Item Account			
62541	08/05/2024		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number Check Date

08/02/2024	Refund Check	401-00-000-213-10-00-000	205.49
Inv Total			205.49
62541 Total:			205.49
UB*03204 - Sheehan, Paul Total:			205.49
UB*03198 - Tate, Brian Line Item Account			
62542	08/05/2024		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2024	Refund Check	401-00-000-213-10-00-000	107.98
Inv Total			107.98
62542 Total:			107.98
UB*03198 - Tate, Brian Total:			107.98
UB*03194 - Tung, Rajinder Line Item Account			
62543	08/05/2024		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2024	Refund Check	401-00-000-213-10-00-000	253.18
Inv Total			253.18
62543 Total:			253.18
UB*03194 - Tung, Rajinder Total:			253.18
Total:			3,083.52

PR 8-7-24



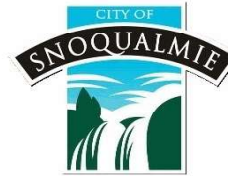
Payroll
Blanket Voucher Document

Claims presented to the City to be paid on *08/07/2024* in the amount of *\$384,461.96* which includes claim warrants numbered ____-____ through ____-____, totaling *\$0.00* and direct deposits totaling *\$384,461.96*

Payroll

ACH Check Register

User: 'ITreptow'
 Printed: 08/06/2024 - 2:02PM
 Batch: 00001.08.2024 - July C2 2024 8/7/24
 Include Partial: TRUE



Check Date	Check Number	Partial ACH	Employee Name	Amount
08/07/2024	0	False	Bryan Holloway	483.05
08/07/2024	0	False	Catherine Cotton	434.69
08/07/2024	0	False	Louis Washington	334.69
08/07/2024	0	False	Ethan Benson	434.69
08/07/2024	0	False	Jolyon Johnson	434.69
08/07/2024	0	False	Robert Wotton	284.69
08/07/2024	0	False	Cara Christensen	434.69
08/07/2024	0	False	Katherine Ross	1,920.62
08/07/2024	0	False	Deana Dean	3,835.06
08/07/2024	0	False	Gretchen Garrett	2,509.05
08/07/2024	0	False	Tania Holden	3,800.33
08/07/2024	0	False	Jimmie Betts Jr.	3,258.67
08/07/2024	0	False	Brendon Ecker	2,594.94
08/07/2024	0	False	Andrew Latham	3,252.74
08/07/2024	0	False	Andrew Jongekryg	2,654.17
08/07/2024	0	False	Lafleche Lacroix	4,102.20
08/07/2024	0	False	Samantha Brumfield	2,252.89
08/07/2024	0	False	Kimberly Johnson	3,477.63
08/07/2024	0	False	Nicole Wiebe	2,603.38
08/07/2024	0	False	Andrew Bouta	4,417.94
08/07/2024	0	False	Jennifer Hughes	3,339.09
08/07/2024	0	False	Heather Florida	2,658.91
08/07/2024	0	False	Kyla Henderson	3,327.08
08/07/2024	0	False	Janna Walker	4,246.82
08/07/2024	0	False	Tami Wood	3,028.88
08/07/2024	0	False	Danna McCall	3,488.37
08/07/2024	0	False	Brian Lynch	4,562.38
08/07/2024	0	False	Melinda Black	3,449.78
08/07/2024	0	False	Stephanie Butler	3,093.61
08/07/2024	0	False	Austin Gutwein	4,934.20
08/07/2024	0	False	Joseph Spears	4,499.60
08/07/2024	0	False	Michael Peter	3,360.86
08/07/2024	0	False	Max Bostick	2,833.47
08/07/2024	0	False	Pamela Mandery	6,485.07
08/07/2024	0	False	Michael Liebetrau	2,960.30
08/07/2024	0	False	Kobe Hoyla	2,404.01
08/07/2024	0	False	Craig Miller	8,400.65
08/07/2024	0	False	Daniel Moate	6,297.45
08/07/2024	0	False	Marcus Sanchez	5,240.34
08/07/2024	0	False	Joseph Meadows	3,876.66
08/07/2024	0	False	Cory Hendricks	3,401.23
08/07/2024	0	False	Nicholas Schulgen	3,009.76
08/07/2024	0	False	William Natkha	2,803.93
08/07/2024	0	False	Erik Rasmussen	2,669.18
08/07/2024	0	False	Chase Smith	4,483.38
08/07/2024	0	False	Jason Weiss	6,833.05
08/07/2024	0	False	Dmitriy Vladis	5,309.37

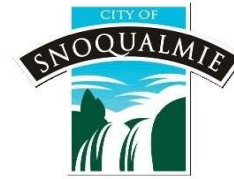
				Item 4.
Check Date	Check Number	Partial ACH	Employee Name	
08/07/2024	0	False	Christopher Werre	3,511.20
08/07/2024	0	False	Gary Horejsi	3,593.51
08/07/2024	0	False	Jesse Westman	2,285.05
08/07/2024	0	False	Philip Bennett	4,759.71
08/07/2024	0	False	Justin Ren	3,066.06
08/07/2024	0	False	Kerry O'Neil	3,415.22
08/07/2024	0	False	Dalton Hawk	2,514.12
08/07/2024	0	False	Blake Lemoine	2,308.25
08/07/2024	0	False	Jason Battles	5,543.08
08/07/2024	0	False	Neil MacVicar	3,136.04
08/07/2024	0	False	Jorge Orozco	3,724.60
08/07/2024	0	False	Austin Hilton	2,547.10
08/07/2024	0	False	Ryan Barnett	3,630.96
08/07/2024	0	False	Michael Chambliss	6,040.41
08/07/2024	0	False	Kyle Markwardt	2,719.90
08/07/2024	0	False	Christine Iverson Stinson	2,739.62
08/07/2024	0	False	Lyle Beach	4,569.12
08/07/2024	0	False	Patrick Fry	4,115.95
08/07/2024	0	False	Jeffrey Hamlin	3,271.58
08/07/2024	0	False	Andrew Vining	3,977.45
08/07/2024	0	False	Hind Ahmed	4,267.96
08/07/2024	0	False	Thomas Holmes	5,856.44
08/07/2024	0	False	Alec Bagley	2,773.20
08/07/2024	0	False	Joan Quade	2,715.08
08/07/2024	0	False	Ryan Dalziel	3,305.08
08/07/2024	0	False	Thai Pham	3,406.44
08/07/2024	0	False	Jaron Gentry	2,616.21
08/07/2024	0	False	Jake Stewart	2,208.13
08/07/2024	0	False	Jason George	5,277.02
08/07/2024	0	False	Kevin Halbert	3,111.22
08/07/2024	0	False	Timothy Barrett	4,155.66
08/07/2024	0	False	Donald Harris	5,130.50
08/07/2024	0	False	Kevin Snyder	4,663.91
08/07/2024	0	False	Kenneth Knowles	3,442.60
08/07/2024	0	False	Christopher Wilson	3,302.43
08/07/2024	0	False	Todd Shinn	4,529.98
08/07/2024	0	False	Matthew Hedger	5,114.57
08/07/2024	0	False	Richard Allen Hebel	2,420.51
08/07/2024	0	False	Ryan Neal	2,991.02
08/07/2024	0	False	John Cooper	3,738.22
08/07/2024	0	False	Emily Arteché	4,728.08
08/07/2024	0	False	Ashley Wragge	2,475.04
08/07/2024	0	False	Ilyse Treptow	3,485.46
08/07/2024	0	False	Rebecca Buelna	2,917.14
08/07/2024	0	False	Dylan Gamble	3,037.57
08/07/2024	0	False	Michael Bailey	5,717.96
08/07/2024	0	False	Jessica Rellamas	1,615.14
08/07/2024	0	False	Tylor Fischer	6,838.23
08/07/2024	0	False	Zachary Schumann	5,201.29
08/07/2024	0	False	Jacob Fouts	7,276.59
08/07/2024	0	False	Theresa Tozier	4,313.44
08/07/2024	0	False	Gregory Heath	3,034.25
08/07/2024	0	False	Albert Wolfe	3,227.89
08/07/2024	0	False	Nicholas Lathrop	4,101.06
08/07/2024	0	False	Matthew West	4,908.36
08/07/2024	0	False	Robert Lasswell	5,800.86
08/07/2024	0	False	Benjamin Parker	3,287.93

				Item 4.
Check Date	Check Number	Partial ACH	Employee Name	
08/07/2024	0	False	Peter O'Donnell	4,050.75
08/07/2024	0	False	Tyler Byrd	3,129.48
08/07/2024	0	False	Christopher Brown	4,302.09
				Partial ACH: 0.00
				Regular ACH: 384,461.96
Total Employees:			107	Total: 384,461.96

Accounts Payable

Blanket Voucher Approval Document

User: ITreptow
 Printed: 08/08/2024 - 11:39AM
 Warrant Request Date: 8/7/2024
 DAC Fund:



PRV 8-7-24

Batch: 00002.08.2024 - PV 8/07/2024

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$ 480,052.38
 for claims warrants numbered 62544 through 62551 & dated 8/7/2024.

Line	Claimant	Voucher No.	Amount
1	AWC BENEFITS	000000000	169,309.61
2	Dept. of Labor & Industries	000000000	17,942.51
3	Employment Security Dept.	000000000	1,115.24
4	Employment Security Dept.	000000000	4,141.83
5	Employment Security Dept.	000000000	2,680.36
6	Dept. of Retirement Syst.-LEOFF	000000000	29,828.86
7	IAFF Firepac-Political Affairs Dept.	000062544	2.09
8	Teamsters Local Union #763	000062545	2,316.87
9	IAFF LOCAL #2878	000062546	1,514.42
10	Office of Support Enforcement - DSHS	000000000	664.50
11	Dept of Retirement Syst.-PERS	000000000	50,172.29
12	Dept. of Retirement Syst.- PSERS	000000000	1,636.52
13	IRS-Payroll EFTPS	000000000	143,162.47
14	Voya Institutional Trust Company	000000000	225.00
15	CITY OF SNOQUALMIE	000062547	416.68
16	ICMA Retirement Trust -303907	000000000	2,952.31
17	Dept. of Retirement Syst.- DCP	000000000	23,710.18
18	AFLAC	000000000	78.13
19	WSCFF	000062548	975.00
20	Snoqualmie Police Association	000062549	800.00
21	DiMartino Associates	000062550	378.00
22	NWFFT TRUST	000000000	25,623.51
23	Western States Police Medical Trust	000062551	406.00

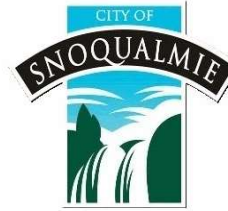
Page Total: \$480,052.38

Grand Total: \$480,052.38

Accounts Payable

Check Detail

User: ITreptow
Printed: 08/13/2024 - 4:01PM



Item 4.

Check Number	Check Date	Amount
--------------	------------	--------

90000 - AWC BENEFITS Line Item Account

0 08/07/2024

Inv

Line Item Date	Line Item Description	Line Item Account	
08/06/2024	PR Batch 00001.08.2024 AWC Long Term Disab. Employee	631-00-000-231-50-14-000	6.28
08/06/2024	PR Batch 00001.08.2024 AWC-Dental Benefits	631-00-000-231-50-14-000	12,113.68
08/06/2024	PR Batch 00001.08.2024 AWC Life Insurance	631-00-000-231-50-14-000	529.20
08/06/2024	PR Batch 00001.08.2024 Kaiser Medical Benefits/200	631-00-000-231-50-14-000	2,403.90
08/06/2024	PR Batch 00001.08.2024 AWC-Life Insurance Police	631-00-000-231-50-14-000	855.00
08/06/2024	PR Batch 00001.08.2024 AWC-Employee Pd Life Add'l	631-00-000-231-50-14-000	50.40
08/06/2024	PR Batch 00001.08.2024 AWC-Vision	631-00-000-231-50-14-000	1,791.52
08/06/2024	PR Batch 00001.08.2024 AWC-Medical Benefits/HF 500	631-00-000-231-50-14-000	28,604.16
08/06/2024	PR Batch 00001.08.2024 AWC Long Term Disability	631-00-000-231-50-14-000	867.35
08/06/2024	PR Batch 00001.08.2024 AWC - Medical Benefits/HF 250	631-00-000-231-50-14-000	122,084.82
08/06/2024	PR Batch 00001.08.2024 AWC Life Insurance Employee	631-00-000-231-50-14-000	3.30

Inv Total	169,309.61
-----------	------------

0 Total:	169,309.61
----------	------------

90000 - AWC BENEFITS Total:

169,309.61

90010 - Dept. of Labor & Industries Line Item Account

0 08/07/2024

Inv

Line Item Date	Line Item Description	Line Item Account	
08/06/2024	PR Batch 00001.08.2024 L&I Employee	631-00-000-231-50-73-000	2,672.73
08/06/2024	PR Batch 00001.08.2024 L&I Employer	631-00-000-231-50-73-000	15,269.78

Inv Total	17,942.51
-----------	-----------

0 Total:	17,942.51
----------	-----------

90010 - Dept. of Labor & Industries Total:

17,942.51

90020 - Employment Security Dept. Line Item Account

0 08/07/2024

Inv

Line Item Date	Line Item Description	Line Item Account	
08/06/2024	PR Batch 00001.08.2024 Emp Sec- Unemployment Tax	631-00-000-231-50-50-000	1,115.24

Inv Total	1,115.24
-----------	----------

0 Total:	1,115.24
----------	----------

90020 - Employment Security Dept. Total:	1,115.24
--	----------

90022 - Employment Security Dept. Line Item Account

0 08/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/06/2024	PR Batch 00001.08.2024 WA Paid Fam. & Med. Leave	631-00-000-231-50-32-000	1,183.33
08/06/2024	PR Batch 00001.08.2024 WA Paid Fam. & Med. Leave	631-00-000-231-50-32-000	2,958.50

Inv Total	4,141.83
-----------	----------

0 Total:	4,141.83
----------	----------

90022 - Employment Security Dept. Total:	4,141.83
--	----------

90023 - Employment Security Dept. Line Item Account

0 08/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/06/2024	PR Batch 00001.08.2024 WA Cares	631-00-000-231-50-32-000	2,680.36

Inv Total	2,680.36
-----------	----------

0 Total:	2,680.36
----------	----------

90023 - Employment Security Dept. Total:	2,680.36
--	----------

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

0 08/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/06/2024	PR Batch 00001.08.2024 LEOFF 2 Employee	631-00-000-231-50-16-000	18,371.14
08/06/2024	PR Batch 00001.08.2024 LEOFF 2 Employer	631-00-000-231-50-16-000	11,457.72

Inv Total	29,828.86
-----------	-----------

0 Total:	29,828.86
----------	-----------

90030 - Dept. of Retirement Syst.-LEOFF Total:	29,828.86
--	-----------

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

62546 08/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/06/2024	PR Batch 00001.08.2024 IAFF-FirePac	631-00-000-231-50-50-000	2.09

Inv Total	2.09
-----------	------

62546 Total:	2.09
--------------	------

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

90040 - Teamsters Local Union #763 Line Item Account

62549 08/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/06/2024	PR Batch 00001.08.2024 Teamsters Union Dues	631-00-000-231-50-21-000	2,316.87

Inv Total	2,316.87
-----------	----------

62549 Total:	2,316.87
--------------	----------

90040 - Teamsters Local Union #763 Total:	2,316.87
--	----------

90045 - IAFF LOCAL #2878 Line Item Account

62547 08/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/06/2024	PR Batch 00001.08.2024 IAFF-Local 2878 Fire	631-00-000-231-50-21-000	1,514.42

Inv Total	1,514.42
-----------	----------

62547 Total:	1,514.42
--------------	----------

90045 - IAFF LOCAL #2878 Total:	1,514.42
--	----------

90060 - Office of Support Enforcement - DSHS Line Item Account

0 08/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/06/2024	PR Batch 00001.08.2024 Child Support	631-00-000-231-50-30-000	664.50

Inv Total	664.50
-----------	--------

0 Total:	664.50
----------	--------

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

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

0 08/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/06/2024	PR Batch 00001.08.2024 PERS 2 Employer	631-00-000-231-50-16-000	24,884.51
08/06/2024	PR Batch 00001.08.2024 PERS 3 Employee	631-00-000-231-50-16-000	3,078.89
08/06/2024	PR Batch 00001.08.2024 PERS 3 Employer	631-00-000-231-50-16-000	4,682.29
08/06/2024	PR Batch 00001.08.2024 PERS2 Employee	631-00-000-231-50-16-000	17,526.60
Inv Total			50,172.29

0 Total:

50,172.29**90070 - Dept of Retirement Syst.-PERS Total:**

50,172.29**90075 - Dept. of Retirement Syst.- PSERS Line Item Account**

0 08/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/06/2024	PR Batch 00001.08.2024 PSERS Employer correction	631-00-000-231-50-16-000	0.46
08/06/2024	PR Batch 00001.08.2024 PSERS Employee	631-00-000-231-50-16-000	682.62
08/06/2024	PR Batch 00001.08.2024 PSERS Employer	631-00-000-231-50-16-000	953.44
Inv Total			1,636.52

0 Total:

1,636.52**90075 - Dept. of Retirement Syst.- PSERS Total:**

1,636.52**90085 - IRS-Payroll EFTPS Line Item Account**

0 08/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/06/2024	PR Batch 00001.08.2024 FICA Employer	631-00-000-231-50-27-000	29,024.87
08/06/2024	PR Batch 00001.08.2024 Medicare Employer	631-00-000-231-50-27-000	8,168.24
08/06/2024	PR Batch 00001.08.2024 Medicare Employee	631-00-000-231-50-27-000	8,168.24
08/06/2024	PR Batch 00001.08.2024 FICA Employee	631-00-000-231-50-27-000	29,024.87
08/06/2024	PR Batch 00001.08.2024 Federal Income Tax	631-00-000-231-50-27-000	68,776.25
Inv Total			143,162.47

0 Total:

143,162.47**90085 - IRS-Payroll EFTPS Total:**

143,162.47**90095 - Voya Institutional Trust Company Line Item Account**

0 08/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/06/2024	PR Batch 00001.08.2024 Voya-Employee	631-00-000-231-50-19-000	125.00
08/06/2024	PR Batch 00001.08.2024 Voya-Employer	631-00-000-231-50-19-000	100.00

Inv Total	225.00
-----------	--------

0 Total:	225.00
----------	--------

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

90099 - CITY OF SNOQUALMIE Line Item Account

62544 08/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/06/2024	PR Batch 00001.08.2024 FSA	631-00-000-231-50-15-000	416.68

Inv Total	416.68
-----------	--------

62544 Total:	416.68
--------------	--------

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

90100 - ICMA Retirement Trust -303907 Line Item Account

0 08/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/06/2024	PR Batch 00001.08.2024 ICMA-Employer Supplement	631-00-000-231-50-19-000	100.00
08/06/2024	PR Batch 00001.08.2024 ICMA-Employee	631-00-000-231-50-19-000	1,612.50
08/06/2024	PR Batch 00001.08.2024 Mission Square percentage	631-00-000-231-50-19-000	277.31
08/06/2024	PR Batch 00001.08.2024 ICMA-Employer	631-00-000-231-50-19-000	962.50

Inv Total	2,952.31
-----------	----------

0 Total:	2,952.31
----------	----------

90100 - ICMA Retirement Trust -303907 Total:	2,952.31
--	----------

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

0 08/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/06/2024	PR Batch 00001.08.2024 DCP-Employer	631-00-000-231-50-19-000	5,581.00
08/06/2024	PR Batch 00001.08.2024 DCP Flat Employee	631-00-000-231-50-19-000	12,396.00
08/06/2024	PR Batch 00001.08.2024 Deffered Comp Percentage	631-00-000-231-50-19-000	3,234.90
08/06/2024	PR Batch 00001.08.2024 DCP-Employer-Supplement	631-00-000-231-50-19-000	1,337.50
08/06/2024	PR Batch 00001.08.2024 Deffered Comp Roth Percentage	631-00-000-231-50-19-000	332.78
08/06/2024	PR Batch 00001.08.2024 Defferd Comp Roth Flat	631-00-000-231-50-19-000	828.00

Inv Total

23,710.18

0 Total:

23,710.18

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

23,710.18

90110 - AFLAC Line Item Account

0 08/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/06/2024	PR Batch 00001.08.2024 AFLAC-Pre Tax	631-00-000-231-50-19-000	78.13

Inv Total

78.13

0 Total:

78.13

90110 - AFLAC Total:

78.13

90120 - WSCFF Line Item Account

62551 08/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/06/2024	PR Batch 00001.08.2024 WSCFF-BENEFIT TRUST FF ER	631-00-000-231-50-22-000	975.00

Inv Total

975.00

62551 Total:

975.00

90120 - WSCFF Total:

975.00

90180 - Snoqualmie Police Association Line Item Account

62548 08/07/2024

Inv

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/06/2024	PR Batch 00001.08.2024 Police Union Dues	631-00-000-231-50-21-000	800.00

Inv Total

800.00

62548 Total:

800.00

90180 - Snoqualmie Police Association Total:

800.00

90300 - DiMartino Associates Line Item Account

62545 08/07/2024

Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/06/2024	PR Batch 00001.08.2024 Brown & Brown DBA DiMartino	631-00-000-231-50-14-000	378.00
Inv Total			378.00
62545 Total:			378.00
90300 - DiMartino Associates Total:			378.00
90310 - NWFFT TRUST Line Item Account			
0	08/07/2024		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/06/2024	PR Batch 00001.08.2024 Dental Benefits	631-00-000-231-50-14-000	2,143.38
08/06/2024	PR Batch 00001.08.2024 Medical/Vision Benefits	631-00-000-231-50-14-000	23,480.13
Inv Total			25,623.51
0 Total:			25,623.51
90310 - NWFFT TRUST Total:			25,623.51
90400 - Western States Police Medical Trust Line Item Account			
62550	08/07/2024		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/06/2024	PR Batch 00001.08.2024 W States Police Medical Trust	631-00-000-231-50-17-000	406.00
Inv Total			406.00
62550 Total:			406.00
90400 - Western States Police Medical Trust Total:			406.00
Total:			480,052.38

CITY OF SNOQUALMIE
FIRE DEPARTMENT

QUARTERLY REPORT

PERFORMANCE FROM
APRIL - JUNE 2024



ABOUT

THE SNOQUALMIE FIRE DEPARTMENT IS A DEDICATED GROUP OF COMMUNITY SERVANTS COMMITTED TO CONTINUOUS IMPROVEMENT AND EXCELLENCE.

The Snoqualmie Fire Department serves the residents and visitors to the City of Snoqualmie and surrounding area. The fire department responded to 1,572 incidents in 2023 from its centrally located fire station. The department is staffed with thirteen career firefighter/EMTs and twelve volunteer EMS responders.

The Department is one of nine accredited fire departments in the State of Washington, and the only volunteer / career fire department. Across the United States there are 319 accredited agencies that cover 13% of the US population. Only 1% of the Nation's fire departments are accredited. Snoqualmie will be re-applying for accreditation in early April of 2024, with a hearing date set for August of 2024.



WORK PLAN

APRIL - JUNE 2024

This section tracks the progress on the Department's Work Plan. This section is derived from the Department's strategic plan and other Mayoral and Council priorities. The work plan is not a daily work tracker, rather it focuses on the highly important and overarching community driven goals. The work plan is a living document, but designed to accomplish goals in a strategic and efficient manner. The department is currently in the process of updating the strategic plan with a approval date from council scheduled for December 2024

Completed

In progress

**Scheduled in
future qtr.**

Paused

	GOAL	STATUS
	Obj. 1A2: Identify and gain city council approval for new revenue stream(s)	Completed <ul style="list-style-type: none"> • Council adopted Increased transport fee • Council adopted GEMT program to start 2022
	Obj. 3A1: Support our community partners (schools, homeowners' associations, businesses and civic groups) by providing disaster/business continuity education, CPR/1st Aid classes & fire safety/extinguisher training.	Completed <ul style="list-style-type: none"> • Following public health guidance, educational classes for the community were restarted 2nd quarter 2022
	Obj. 3B3: Increase sharing of resources, equipment and administration regionally	Completed <ul style="list-style-type: none"> • Holding a joint volunteer firefighter recruit academy with Fall City. • Shared staffing program continuation • Established morning operational call with neighboring agencies • Policy sharing Knox keys with Fall City and ESFR
	Obj. 3B1: Improve interagency-interdisciplinary (Law Enforcement, Emergency Management, Private ambulance, Search & Rescue) radio communication interoperability	Ongoing <ul style="list-style-type: none"> • PSERN moving forward (new countywide digital radio system) Set for 4th qtr 2022. • PSERN project delayed until mid 2023 by PSERN project administration. • PSERN project Completed

WORK PLAN

CONTINUED

	GOAL	STATUS
	Obj. 2C1: Explore the feasibility, models and cost effectiveness of using part-time paid staffing	Ongoing <ul style="list-style-type: none"> Requested funding in 2023-2024 budget. Was not included as decision package for final budget. Pushed to 2024
	Obj. 3C1: Engage in local business "welcome Wagon" programs to provide intro to fire dept services and business training classes available.	Moved to 2024 Paused for new strategic plan update
	Obj. 2A1: Create a fire development standard to provide builders and developers with specific fire protection guidance and requirements during the design phase.	Moved to 2024 Paused for new strategic plan update
	Obj. 1C1: Secure additional staff for a dedicated full time basic life support (BLS) transport unit.	Created staffing plan and recommendations for 2025
	Obj. 1C4: Obtain a light duty fire suppression rapid response vehicle.	Paused to focus on ladder truck and engine replacement.
	Obj. 2B4: Explore development of a regional fire authority with willing local partners.	Paused <ul style="list-style-type: none"> Multiple meetings with Fall City in previous years has not realized this goal. Little interest from Council to pursue at this time. Goal will be re-evaluated during next strategic plan period.

WORK PLAN

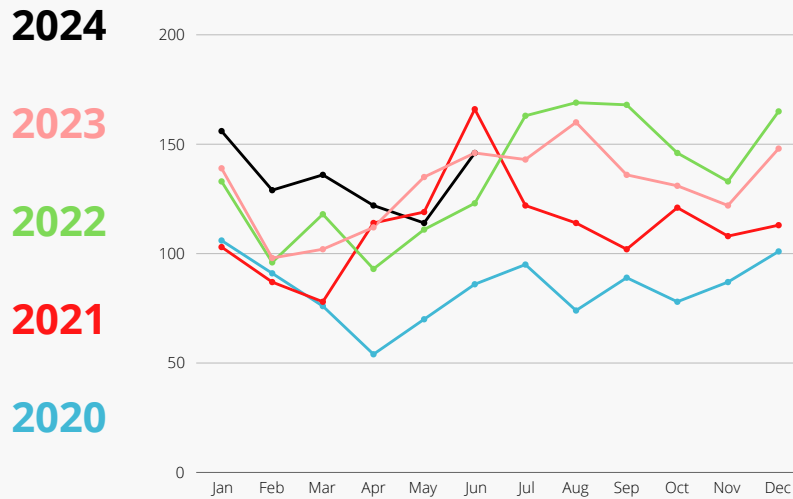
CONTINUED

	GOAL	STATUS
	Obj: Hold a workshop with Public Safety Committee in 4th qtr 2023 to review objectives from previous strategic plan and provide recommendation for continuation of plan 2023-2025	<ul style="list-style-type: none">• Held discussion with PSC regarding need and plan late 2023• Follow up meeting scheduled for 2024• Shelved due to scheduling of department strategic plan in July 2024. Will be conducted by outside consultant.• New strategic plan update schedule has final draft going to council December 9th.

INCIDENTS

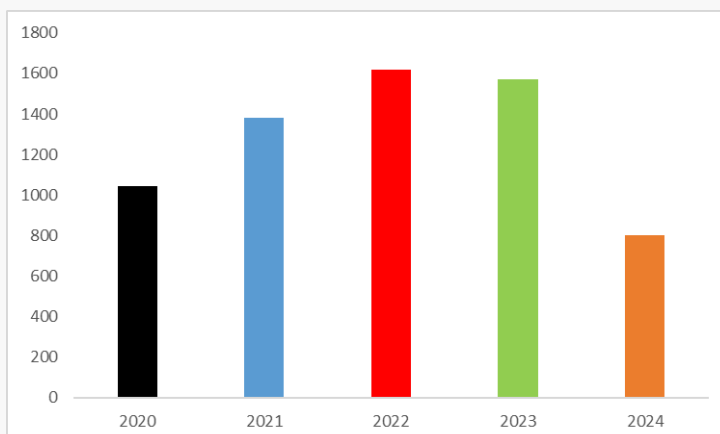
APRIL - JUNE 2024

Incidents Per Month



Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2020	106	91	76	54	70	86	95	74	89	78	87	101
2021	103	87	78	114	119	166	122	114	102	121	108	112
2022	133	96	118	93	111	123	163	169	168	146	133	165
2023	139	98	102	112	135	146	143	160	136	131	120	165
2024	156	129	136	122	114	146						

Incidents Per Year

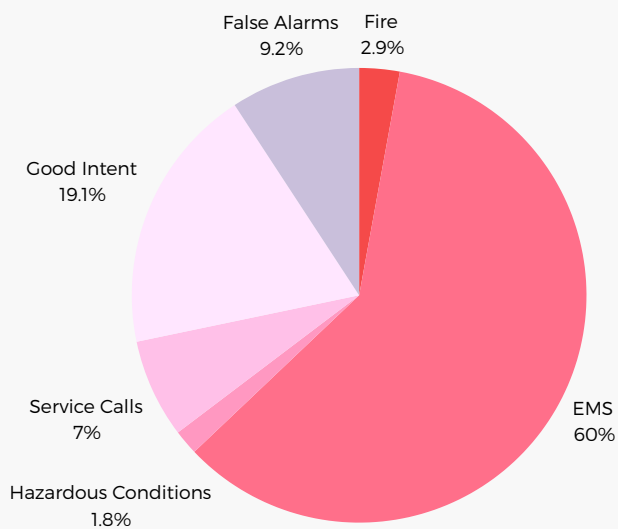


2020	2021	2022	2023	2024
1044	1380	1611	1572	803

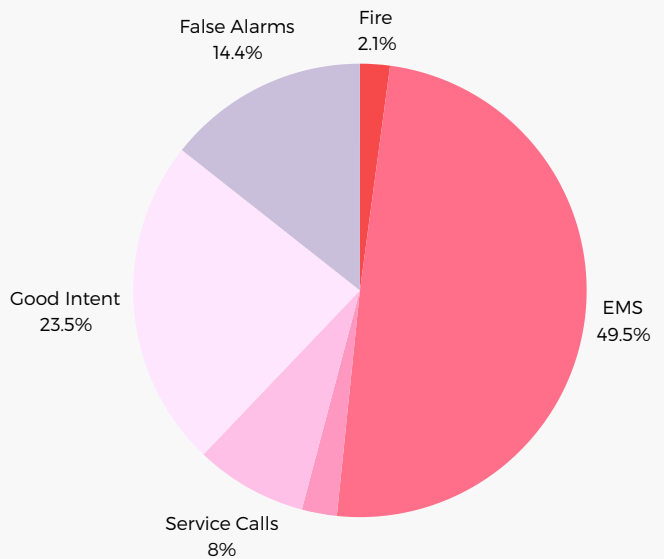
INCIDENTS

CONTINUED

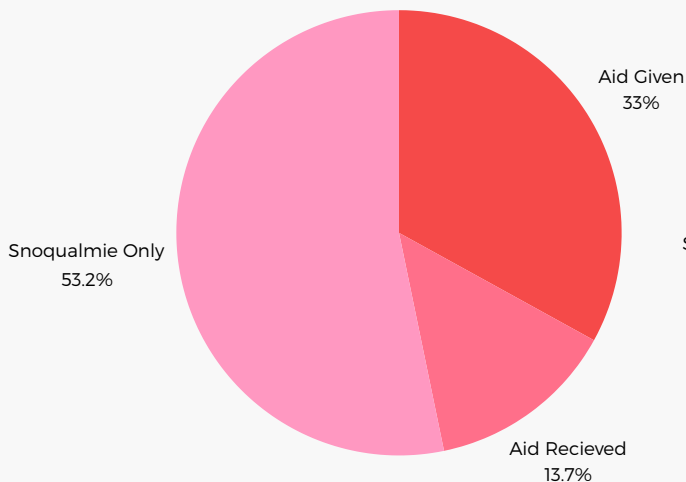
2023 Total Annual
Incidents by type



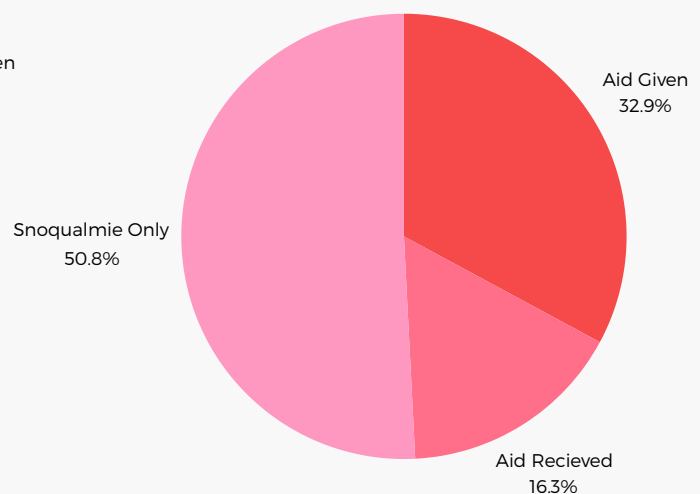
2024 Total Annual
Incidents by type



2023 Annual Mutual Aid
Given/Received



2024 Annual Mutual Aid
Given/Received



INCIDENTS

CONTINUED

Mutual Aid Given

Department	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Eastside Fire and Rescue	129	112			241
KCFD #27 Fall City	10	12			22
Other	0	1			1

Mutual Aid Received

Department	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Eastside Fire and Rescue	48	37			85
KCFD #27 Fall City	25	18			43
Other	2	2			4
Large Incident (2 or more outside units)	10	1			11

PERFORMANCE MEASURES

APRIL - JUNE 2024

The fire department tracks multiple performance measures to evaluate the agency's response to calls for service in our jurisdiction. These measures are compiled quarterly, and are compared to the previous year's data to look for trends and areas of improvement. Two of the performance measures that are evaluated are turnout times and travel times.

Turnout time is the time from when the call is received by the station to when the unit goes en-route. This time is influenced by factors such as location of personnel within the station, time of day, and whether the crew needs to don protective gear before responding.

Travel time is the amount of time it takes the unit to arrive on scene after leaving the station. This time is influenced by factors such as distance from the station, traffic patterns and weather conditions.

PERFORMANCE MEASURES

TURNOUT TIME

APPARATUS TURNOUT TIMES 2024 WITHIN THE CITY

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
0:0-0:29	21	9	8	12	6	12							68
0:30-0:59	20	21	14	18	17	13							107
1:00-1:29	41	27	32	23	26	33							82
1:30-1:59	16	14	8	4	13	9							64
2:00-2:59	6	7	3	0	2	2							20

90TH PERCENTILE (MM:SS)

Quarter	2022	2023	2024
1st Qtr	1:35	1:35	1:50
2nd Qtr	1:38	1:32	1:35
3rd Qtr	1:31	1:38	
4th Qtr	1:32	1:44	

Year	Annual 90th percentile
2022	1:34
2023	1:35
2024	1:48

PERFORMANCE MEASURES

TRAVEL TIME

APPARATUS TRAVEL TIMES 2024 WITHIN THE CITY

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
0:00-3:59	40	28	28	20	21	26							163
4:00-7:59	49	33	25	30	35	36							208
8:00-11:59	5	8	5	4	1	2							25
12:00-15:59	0	1	2	0	0	1							4
16:00-29:59	2	0	0	1	1	0							4

90TH PERCENTILE (MM:SS)

Quarter	2022	2023	2024
1st Qtr	7:20	7:23	8:21
2nd Qtr	6:42	8:16	7:08
3rd Qtr	7:58	7:36	
4th Qtr	7:10	7:36	

Year	Annual 90th percentile
2022	7:26
2023	7:34
2024	7:20

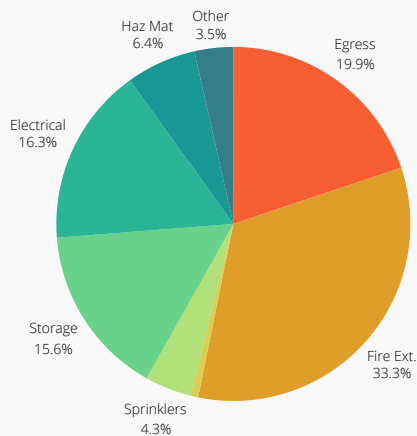
FIRE INSPECTIONS

JANUARY 2024 - MARCH 2024

Beginning in 2017 the fire department began performing the majority of the fire and life safety inspections for businesses in the city. The building department has the overall responsibility and handles the more complex inspections, but the two departments work together to complete inspections as well as provide advice and resources for discrepancies found. Occupancies are inspected on a rotating 3-year basis, based upon risk and occupancy type. High risk occupancies get inspected annually, moderate risk occupancies on a biennial cycle, and low-risk every three years. The most common violations found are extension cords being used improperly, faulty emergency lighting, and extinguishers missing or improperly maintained. Inspections are assigned to the crews quarterly, with each shift being responsible for the initial and re-inspections.

INSPECTIONS COMPLETED				
1st Qtr	2nd Qtr	3rd qtr	4th qtr	Year to Date
63	69			132

Most Common Violations (Compiled annually)



Violation Definitions

Egress - Egress blocked or not marked

Fire Extinguishers - out of date, not enough, not right type

Alarms - alarm system not inspected annually

Sprinklers - sprinkler system not inspected annually

Storage - improper storage, too close to ceiling or panel

Electrical - extension cords used for permanent wiring

HazMat - Improper storage

Other- Violation not normally seen

PROPERTY LOST / SAVED

APRIL - JUNE 2024

For reporting purposes, fire loss is broken into two categories: property and contents. Property describes physical properties such as cars, house, etc. Contents describe items that are not part of the structure but perish in the incident. Both categories are combined together to determine total property loss, and more importantly, total property saved.

2024 2nd Quarter Fire Loss

Incident Date	Fire Type	Property Value	Property Loss	Content value	Content Loss
4/14/2024	Commercial Structure Fire Downtown	\$959,200	\$885,300	\$500,000	\$500,000
Totals	n/a	\$959,200	\$885,300	\$500,000	\$500,000

2024 Annual Property Saved

Property Risked	Property Saved	Percentage Saved
\$1,474,700	\$86,300	6%



Department Reports August 2024



Communications Division

Danna McCall, Communications Coordinator | PIO

38624 SE River Street, Snoqualmie, WA 98065

(425) 996-5285 | www.snoqualmiewa.gov

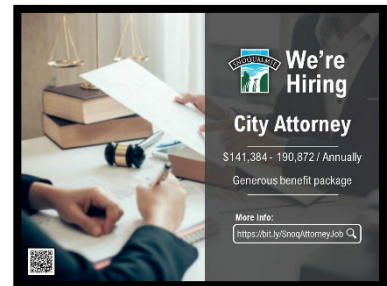
Social Media

- Facebook reach: 71.3K; 7168 followers (42 new).
- Twitter - 3818 followers
- Instagram - 2.4K reach; 2977 followers (16 new).
- Top Posts: New I-90 on-ramp post (38K reach); new downtown restaurant photo (33.6K reach); King Street seasonal closure news release.



Website

- Website users: 17K; website sessions: 23K; pageviews: 42K.
- Top pages: Snoqualmie Falls; Twin Peaks; Visit Snoqualmie.
- Jobs page continues to be a top 10 page destination.
- Tourism-related pages continue to drive visitors to website.



Engagement, Initiatives & Support

- Mayor: Ribbon cutting; business visits; Boeing Classic opening; Snoqualmie Days parade; quarterly newsletter; India Day event.
- Fire/OEM: Pancake Breakfast marketing; Library Story Time; weekly blotter.
- Police: National Night Out; weekly PD blotter.
- Economic Development & Tourism: launched new tourism website hosted on City website; Plein Air Paint Out Honorable Mention voting; Block Party marketing; Snoqualmie Days marketing and Parade video.
- CD: Home Elevation program brochure facilitation.
- PPW: Kimball Creek Bridges and 384th Sewer and Sidewalk project messaging.
- HR: Job graphics; employee newsletter.



E-News

- Sent 3,804 e-news emails.
- 759 subscribers
- 49% open rate; 4.7% click thru rate.





Mike Bailey, Fire Chief
37600 SE Snoqualmie Pkwy | PO Box 987
Snoqualmie, Washington 98065
m Bailey@snoqualmiewa.gov
(425) 888-1551

Fire Department Activity August, 2024

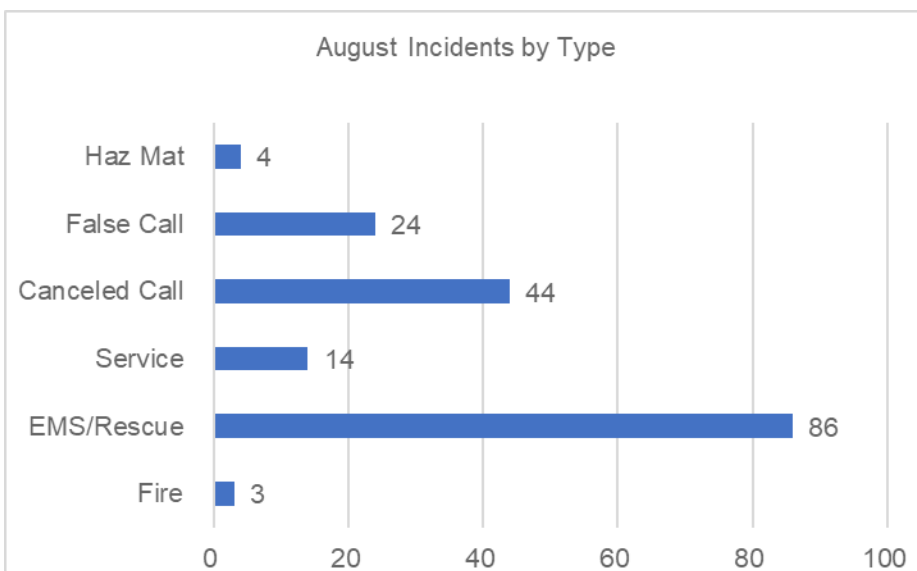
Incident Count August

The Fire Department responded to 175 incidents in August. 47% of the incidents were emergency medical services and 53% were fire or service-related incidents. The following chart displays incident count per day.



Incident Count by Type:

The following is a count breakdown of incidents by type.



Travel Time

Item 8.

For incidents within the city, the 90th percentile travel time for the first arriving unit responding in emergency mode was 7:23 seconds and is broken down as follows. The longer response times over 12 minutes was for a gas smell in the area that took a while for crews to locate.

Type	0:00 - 3:59	4:00 - 7:59	8:00 - 11:59	12:00 - 15:59	16:00 - 29:59	30:00 +
Aid Car	27	13	1	0	0	0
Engine	15	15	2	1	0	0
Chief Officer	1	0	0	0	0	0
Total	43	28	3	1	0	0

For incidents outside the city, the 90th percentile travel time for the first arriving unit responding in emergency mode was 15:47 and is broken down as follows

Type	0:00 - 3:59	4:00 - 7:59	8:00 - 11:59	12:00 - 15:59	16:00 - 29:59	30:00 +
Aid Car	0	7	4	2	1	1
Engine	1	2	9	7	4	1
Total	1	9	13	9	5	2

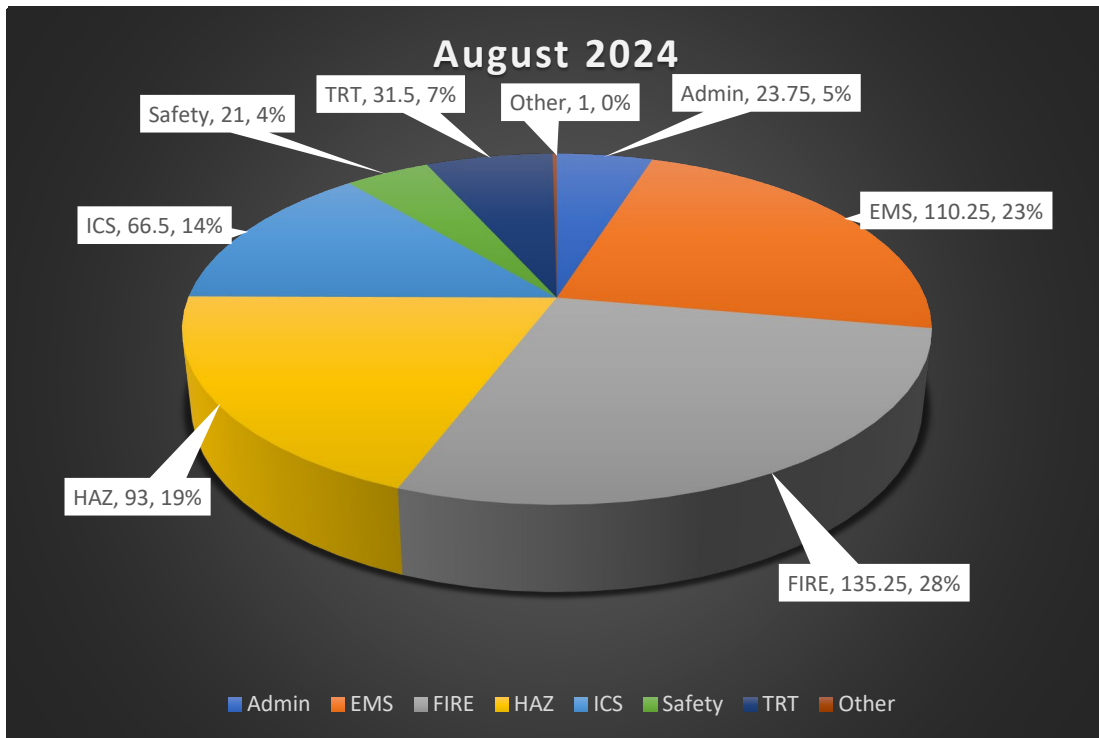
EMS Transports

The Fire Department responded to 86 EMS incidents in August and transported 27 patients to local hospitals. Patients were transported to Swedish Issaquah 52% of the time and Snoqualmie Valley Hospital 44% of the time. Of the transports, 4 were transports that originated from outside Snoqualmie's service area. (North Bend 4, Fall City 0)

Hospital	Week 1	Week 2	Week 3	Week 4	Week 5	Total
Overlake Hospital	0	0	0	0	1	1
Snoqualmie Valley Hospital	4	1	4	1	2	12
Swedish/Issaquah	1	5	2	2	4	14
Other	0	0	0	0	0	0
Total	5	6	6	3	7	27

Training:

The summer months typically bring a decrease in the training being completed due to staffing and increased responses however, August saw a return to a more normal average. During the month, crews trained over 482 hours, primarily focusing on company level drills, high risk events, and hazardous materials management. The training covered all different categories with the majority being fire suppression (28%) followed closely by emergency medical services (23%). During the month we had one member continue to work on their requirements to become an acting shift supervisor, taking training for strategies and tactics of fire suppression management. Other crews attend training for hazardous materials and confined space responses, hosted in various locations focusing on managing an incident involving pipeline safety and line of sight rescues. Additionally, the organization onboarded three (3) new volunteer members and began their rookie training process. The following chart compares the training hours by type:



(Admin=Administrative; Haz=Hazmat; ICS=incident command systems; TRT=Technical Rescue Training)

Training – Highlights/Major Topics:

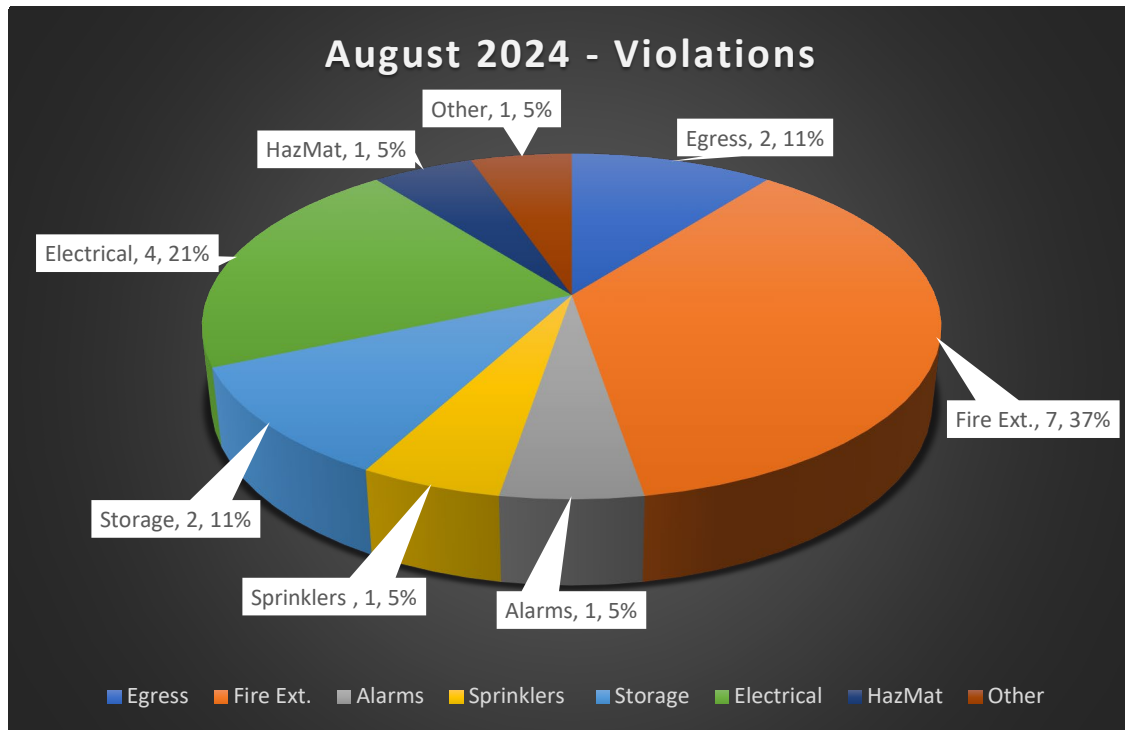
- Pipeline Emergencies
- Confined Space Rescue
- Incident Command System
- New member orientation
- Forcible entry
- Firefighter – Company evolutions and ventilation
- Vehicle Rescue
- Fire Service Leadership
- Safety – State mandated safety training, firefighter line of duty death reviews
- Technical Rescue – Litter Attendant

Community Risk Reduction

Item 8.

Inspections

Fire crews conducted fire and life safety occupancy inspections in August, focusing on occupancies identified as places of assembly (A1-A5). Sixteen (16) inspections were completed noting nineteen (19) violations. The violations were a direct reflection of a continued inspection practice and keeping occupants informed of what constitutes a code violation. Most infractions were resolved within 14 days and some others being remedied while crews were onsite. The following chart is a view of the monthly inspection violations:



Public Education

August public education and outreach reported the following activities:

- Snoqualmie Days
- Firefighter Pancake Breakfast
- 1-Fire Engine show-and-tell
- 1-BLS CPR Course for SVSD Nurses

Volunteer Activity

During the month of August, the following activity was recorded for the volunteer group

- 20 duty Shifts
- 40 calls responded to
- 355.70 total hours spent volunteering.

Volunteer Staffing

- 13 rostered volunteers
 - 8 active volunteers, 2 on Leave of absence, 3 in training



Information Technology Department

Fletcher Lacroix, IT Director
38624 SE River St. | P.O. Box 987
Snoqualmie, Washington 98065
(425) 888-8010 | FLacroix@snoqualmiewa.gov

August 2024

Dear City Council,

The IT Department continues to be busy in the month of August. The team has been working hard to get things moving forward. We just added a new IT Systems Engineer to the team. His name is Eric DiTommaso and comes to use with many years of IT experience.

Here are some updates for the month of August:

- Our Fire Department cloud VOIP pilot will be moving forward in Mid-September. We have begun receiving phone handsets and have begun setting things up in the backend.
- We are hovering around 45 open tickets. We are working on best practices for open tickets as the team moves from being reactive to proactive.
- We have negotiated new pricing for our VMWare licensing with Broadcom and are processing our renewal.
- The network infrastructure refresh is making progress, and we hope to be ready to present the proposal to the Finance and Administration Committee on October 8th.

As we onboard Eric to our team, we will have more details on projects that are coming including:

- Simplifying our service desk to better serve our users.
- Extending the cloud VOIP pilot to all City of Snoqualmie locations
- Restructuring and updating our server infrastructure
- Updating our Wi-Fi and firewall.

Thank you for your continued support as the IT Department rebuilds!



Brian Lynch, Police Chief
34825 SE Douglas St. | PO Box 987
Snoqualmie, Washington 98065
(425) 888-3333 | blynch@snoqualmiewa.gov

August 2024

Calls for Service

	July 2024	Aug 2024	Aug 2023
Snoqualmie	547	512	625
North Bend	469	494	466

Average Response Times (in minutes & seconds)

Aug	Priority 1	Priority 2	Priority 3
Snoqualmie	2:47	3:19	6:03
North Bend	3:35	4:28	4:50
July			
Snoqualmie	4:45	2:37	4:50
North Bend	1:46	3:15	7:19

Priority 1: Weapons Offense / DV Physical / Aslt/Burg In-Prog

Priority 2: Calls that require immediate response that could result in death if not responded to.

Priority 3: High priority but not an immediate threat.

Aug	Thefts	Vehicle Prowls	Vehicle Thefts
Snoqualmie	8	0	3
North Bend	12	1	1
July	Thefts	Vehicle Prowls	Vehicle Thefts
Snoqualmie	6	3	0
North Bend	13	4	2

Year to Date Theft Comparison

Aug 1 – 31

Snoqualmie	2024	2023
Thefts	8	11
Vehicle Prowls	0	3
Vehicle Thefts	1	0

North Bend	2024	2023
Thefts	12	21
Vehicle Prowls	3	5
Vehicle Thefts	0	0

Crisis Intervention Contacts

	2024		2023	
	Aug	YTD	Aug	YTD
Snoqualmie	7	304	19	149
North Bend	1	7	2	22

Items of Importance

Command Staff – Vacancies: 0.

Patrol – Five officer recruits in FTO status. One officer recruit started Aug. 1 and began academy Aug. 21. Another officer recruit starts Oct. 1. Vacancies: 5.

Administrative Staff – Records Technician position interviews held. Top candidate in background. Vacancies: 1.

Community Events

Aug. 6 – National Night Out (North Bend)
Aug. 5-11 – Boeing Classic
Aug. 10 – Fred Hutch Obliteride
Aug. 10-11 – The Festival at Mt. Si (North Bend)
Aug. 11 – Light at the End of the Tunnel Marathon (North Bend)
Aug. 16-17 – Railroad Days
Aug. 25 – Iron Horse Marathon (North Bend)
Aug. 30 – Mt Si High School Football Game

Mental Health Professional Contacts

	2024		2023	
	Aug	YTD	Aug	YTD
Snoqualmie	10	92	34	195
North Bend	11	71	11	97

Public Records Requests

Aug 2024	51
2024 YTD	411