



CITY COUNCIL ROUNDTABLE MEETING, 6:00 PM
CITY COUNCIL REGULAR MEETING, 7:00 PM
Monday, May 12, 2025
Snoqualmie City Hall, 38624 SE River Street & Zoom

MAYOR & COUNCIL MEMBERS

Mayor Katherine Ross

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

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

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

Join by Internet: To watch the meeting over the internet via your computer, follow these steps:
1) Click this [link](#)
2) If the Zoom app is not installed on your computer, you will be prompted to download it.
3) If prompted for Webinar ID, enter **813 0614 8787**; Enter Password **1800110121**
4) Please confirm that your audio works prior to participating.

ROUNDTABLE AGENDA, 6 PM

CALL TO ORDER & ROLL CALL

AGENDA APPROVAL

SPECIAL BUSINESS

- [1.](#) **Petition for Vacation of Certain Right-of-Way.**

Proposed Action: Executive Session pursuant to RCW 42.30.110(1)(i) Litigation and Decision.

ADJOURNMENT

REGULAR AGENDA, 7 PM

CALL TO ORDER & ROLL CALL

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

PUBLIC HEARINGS, PRESENTATIONS, PROCLAMATIONS, AND APPOINTMENTS

Appointments

- 2.** Ceremonial Oath of Office: Community Development/Economic Development Director Mona Davis

- [3.](#) **AB25-061:** Appointment to the Economic Development Commission

Proclamations

- [4.](#) Proclamation 25-08: Affordable Housing Week
- [5.](#) Proclamation 25-09: National Police Week

PUBLIC COMMENTS AND REQUESTS FOR ITEMS NOT ON THE AGENDA

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

CONSENT AGENDA

- [6.](#) Approve the City Council Meeting Minutes dated April 28, 2025.
- [7.](#) Approve the Claims Report dated May 12, 2025.
- [8.](#) **AB25-057:** Microsoft Office 365 Renewal.
- [9.](#) **AB25-060:** Snoqualmie Watershed Forum Interlocal Agreement Renewal.

ORDINANCES

- [10.](#) **AB25-003:** Amending Utility Rates for Years 2025-2030.

Proposed Action: Third Reading of Ordinance 1303. Move to approve Ordinance 1303 amending City of Snoqualmie Utility Rates for the years of 2025-2030.

- [11.](#) **AB25-035:** Ordinance Amending SMC Titles 17.20 and 17.37.

Proposed Action: First Reading of Ordinance 1306.

COMMITTEE REPORTS

Public Safety Committee:

Community Development Committee:

Parks & Public Works Committee:

- [12.](#) Puget Sound Energy Up and Go Program - **Informational Only.**

Finance & Administration Committee:

13. Discussion: Future Standing Roundtables

Committee of the Whole:

REPORTS

14. Mayor's Report
15. Commission/Committee Liaison Reports
- [16.](#) Department Reports for the month of April 2025.

EXECUTIVE SESSION

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

ADJOURNMENT

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

FEB 04 2025

Item 1.

Johns Monroe
Mitsunaga Koloušková
CITY OF SNOQUALMIE
PLLC

Darrell S. Mitsunaga
Duana T. Koloušková
Vicki E. Orrico
Patricia M. Army
Dean Williams
Peter Durland

Via Messenger Delivery

City of Snoqualmie
City Council
38624 SE River Street
Snoqualmie, WA 98065

January 31, 2025

Re: Petition for Vacation of Right of Way, Tax Parcel Number 7849200064

Dear Council Members:

On behalf of NWBF, LLC (fka Isola Financial), we petition the City of Snoqualmie for Vacation of Right of Way Abutting Tax Parcel Number 7849200064, commonly known as 39194 Park St. (the "Property"). Specifically, we ask City Council to correct a century-old error and vacate the area of Schusman Avenue SE eastward of the Property, as dedicated in the Plat of Snoqualmie Falls in 1890, and following the relocation of Park Street approx. 30 years later. Pursuant to Chapter 35.79 RCW, we request a hearing before the City Council to make our case.

Summary

The property in question includes a single-family residence that has stood in its current location for over 80 years (the "Home"), now home to a young family. Two years ago, when NWBF marketed the Property for sale, City Staff discouraged potential buyers by citing nonexistent litigation. The City even offered to purchase the Property for just \$1,000.00, claiming that its value was negative due to demolition costs exceeding its worth. Staff's position is the Home is an unlawful, non-conforming use and must be demolished because it encroaches into a right of way that the City has never used and does not need.

In reality, it appears that the City's true intention is to devalue the property in order to acquire it for use as a park. The owner argues that the confusion surrounding the right-of-way stems from over a century of street paving, construction, surveys, and dedications—factors that have long obscured any original error. Given this, NWBF respectfully requests that the City Council either vacate the relevant right of way or purchase the Property for an amount reflective of its fair market value.

Vacation Area Legal Description:

All right of way East of LOT 1, BLOCK 4, Plat of Snoqualmie Falls, as per plat recorded in Volume 6 of Plats, Page 51, records of King County, less area dedicated for Park Street right of way, as reflected in survey by Harry Thompson dated July 22, 1919.

NWBF History & Ownership

We own this property through a Deed in Lieu of Foreclosure, but NWBF is not a mortgage company. In the simplest terms, we accepted the property as collateral in an unrelated business transaction, which the prior owner could not repay, and as a result, we inherited the property as

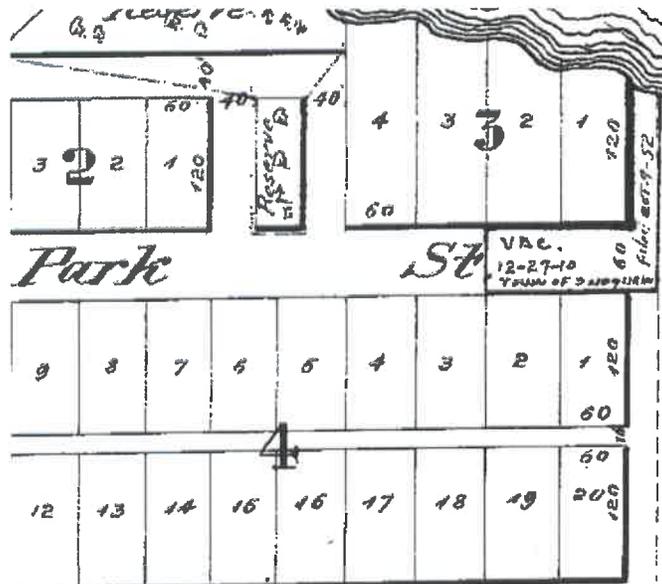
City of Snoqualmie
January 31, 2025
Page | 2

payment of the debt. This was not an investment property the NWBF purchased in an arms-length transaction based on due diligence or any sort of profit-based prospects. In every respect, NWBF never intended, wished, or sought to own the Property outright, nor is it our practice to own single-family homes for rent or long-term investment. The ownership of this property, by this company, was happenstance.

NWBF did the only reasonable thing for a business who owns a single-family home under the circumstance—it rented it. For years, NWBF has tried to rent and/or sell the Property as what it thought the Property was, an ordinary marketable home, on the historic Snoqualmie River.

Property History

In 1890, the Plat of Snoqualmie Falls created hundreds of rectangular parcels, including Lot 1, Block 4, as shown below:



See Att. A. The right of way east of these parcels became known as Schusman Avenue. As can be seen on the face of the record plat, portions of “Park Street” and Schusman Avenue were vacated by the Town of Snoqualmie in 1910. On information supplied by former City Attorney Robert Sterbank, this was done after a flood and a resulting need to relocate Park Street. After exhaustive searches, we have not been able to locate any Ordinance or Deed regarding the dedication of the present Park Street across the Property, but we have every reason to believe it was contemporaneous with the 1910 vacation.

Park Street was clearly relocated. A surveyor was unable to find any record of the Park Street dedication, nor any legal description for this right of way, and as a result, utilized the King County Assessor’s records to map the existing Park Street ROW.

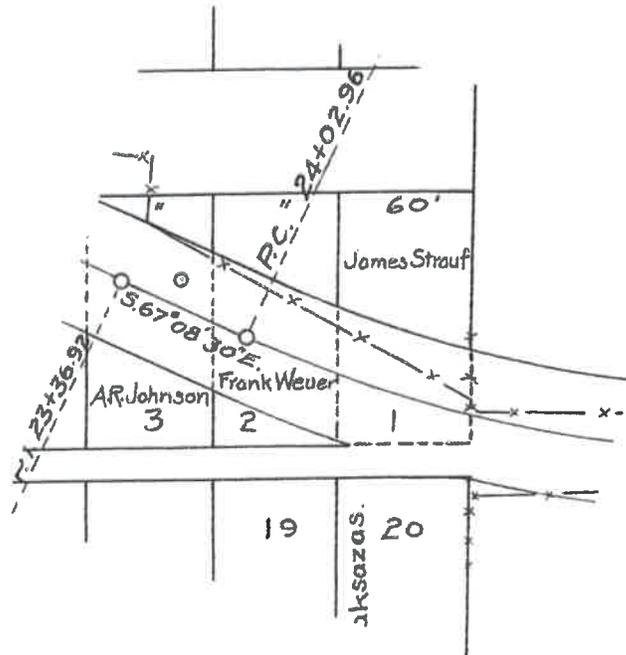
City of Snoqualmie
 January 31, 2025
 Page | 3



NO INFORMATION COULD BE RECOVERED FOR THE CURVE DATA OF PARK AVENUE GOING THROUGH LOTS 1 AND 2 IN BLOCK 4; THE CURVE DATA WAS DEVELOPED FROM RECORD INFORMATION AS SHOWN ON TAX ADDESBORN'S 1/4 SHEET OF THE N. W. 1/4 OF SECTION 32, TOWNSHIP 24 NORTH, RANGE 8 EAST, W.M.



See Att. B. As you can see, according to this 1997 survey, the building on the Property encroaches not only into the original Schusman Avenue, but also into the relocated Park Street. Clearly, this portion of Park Street was never improved to full width. During our research, we did find a 1919 survey of Park Street in the records of the King County Assessor's Office, which notably shows Park Street further south than current King County Assessor's maps.



See Att. C. This survey makes more sense when considering the current location of the home on the Property. On information and belief, the existing Park Street, as improved on the ground, lies

City of Snoqualmie
 January 31, 2025
 Page | 4

within the prism of this survey. Given the absence of any formal record of dedication for the new Park Street, NWBF is willing to execute a deed dedicating the Park Street ROW as evidenced by the 1919 Survey to perfect Snoqualmie's title to this area. However, with regard to the area of the Home on Schusman Avenue, we require the Council's cooperation to vacate this area and correct the apparent mistake that was made 100 years ago in relocating Park Street.

Historical records indicate that the Building was originally constructed in 1940, including the King County Assessor's office records. The Building can be seen, in substantially the same location that exists today, in aerial photos dating back many decades, for instance,



c.1952



c.1969



c.1980

We believe an error was made, either during the 1910 vacation, or as part of the relocation of Park Avenue, resulting in the orphaning of a portion of Schusman Avenue right of way north of Park Ave, when this area should have been vacated to the Property. The configuration of the Property, and the uselessness of maintaining the existence of Schusman Avenue right of way north of Park Ave, makes this clear, as does Snoqualmie's allowance of the Building in 1940 and decades after. As an aside, the adjacent parcel's owner maintained a homestead exemption for his home through bankruptcy, which severed one or more of the parcels.

Present Situation

Regardless of how it happened, Snoqualmie permitted construction of the Building long ago, and Snoqualmie has issued multiple permits since 1940. In a letter to NWBF dated August 14, 2024, Emily Arteché recently took the position that NWBF must demolish this structure because "it is unlawful for anyone to make private use of a public right-of-way without a right-of-way use permit." *See Att. D* (dated August 14, 2024). Of course, City Staff would undoubtedly refuse to grant such a permit because of their plan to acquire the Property in the future. This plan has a name (Riverwalk) and details are publicly available.¹ On page 124 of the City's 2015 Riverwalk Master Plan, the Property is specifically highlighted and labeled as a "Tier 2 Property" for acquisition and inclusion in the Riverwalk development. As part of this plan, Snoqualmie rezoned the Property to a designation that does not allow for new single-family homes, making the existing home all-the-more valuable to the Property.

¹ <https://www.snoqualmiewa.gov/891/Riverwalk>.

City of Snoqualmie
 January 31, 2025
 Page | 5



The original Riverwalk plan estimates an acquisition cost for the Property of several hundred thousand dollars. In 2018, as part of a King County Conservation Futures Application, for which the City of Snoqualmie was the named Applicant, Snoqualmie valued the Property at \$273,000. *See Att. E* at 4. This changed, when in 2023, Staff asserted that the Property is worth **\$1,000** due to costs associated with demolishing the Building. *See Att. F*. Staff's first email to NWBF actually stated the property had a *negative* overall value. Clearly, Staff learned of the right-of-way issue, and decided to capitalize on the mistake made decades ago, to try and compel NWBF to sell the Property for pennies on the dollar. In comparison, the owner has obtained appraisals that estimate the value of the Property in excess of \$500,000. However, even after learning this information, Staff initially took no action, other than discouraging potential buyers. Staff also refused to review NWBF's appraisals.

NWBF had a buyer for the Property under contract. The buyer approached Snoqualmie for due diligence and was told the Property is "in litigation with the city" and "do not buy it." This was false information. At that time, Snoqualmie had not instituted any action against the Property or NWBF, administrative or otherwise. Years have passed while Staff waits for NWBF to give up and sell for a *de minimus* amount.

Never did anyone at Snoqualmie assert that NWBF would be subject to an enforcement action until after NWBF refused to sell the Property at such a deflated price. This is clearly a strategy to devalue the Property ahead of initiating formal condemnation procedures, which Staff has refused to do, telling NWBF that this property is in their "10-year pile."

We are asking Council to make this right, recognizing that an 85-year old structure, with 85-years of permitting history, cannot be casually dismissed and demolished without, as the Federal and

City of Snoqualmie
January 31, 2025
Page | 6

State Constitutions require, “just compensation.” We have no intention of standing in the way of Snoqualmie’s Riverwalk plan, but neither will NWBF sit idly by while Staff systematically devalues the Property. We sincerely hope that this matter will not require litigation. We respectfully submit this Petition for Vacation to you for consideration.

Sincerely,



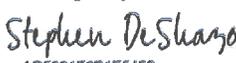
Dean Williams
Direct Tel: (425) 467-9967
Email: williams@immklaw.com

Signed by:

5A55343F65214E2...

NWBF, LLC
By: Jeffrey J. LePage
Its: Manager

Reviewed and Approved by:

DocuSigned by:

AD5391E9B1E543D...

Stephen DeShazo
In-House Counsel
deshazos@nwbf.com
7525 SE 24th St., Ste. 487
Mercer Island, WA 98040

Explanation.

The initial point of this plat is the point of intersection of the Center-line of the Seattle, Lake Shore and Eastern Ry. with the line between Sections 30 and 31 which point is one foot West of the corner to Sections 29, 30, 31 and 32, Township 36 North, Range 8 East, N.M. Streets are 60 feet wide, except where otherwise indicated on the plat. Allys are 10 feet wide. The standard size of lots is 60 feet by 120 feet and 30 feet by 120 feet. Fractional lots are in dimensions as indicated on the plat. The line A-B on this plat is a line line to which all streets, allys, back and lot lines etc. are parallel or at right angles or at such angles as may be indicated.

The Seattle, Lake Shore and Eastern Ry. rights of-way is 100 feet wide.

Description.

This plat of the Homestead Squawaine Mills embraces Lots 5 of Section 30, the Northeast Quarter of the Northeast Quarter of Section 31, Lot 7 and the Southeast Quarter of the Northeast Quarter of Section 32, all in Township 36 North, Range 8 East N.M. King County, Wash.

Dedication.

Know all men by these presents, that the Squawaine Land and Improvement Company, a corporation, existing under the laws of the State of Washington, and being the owner in fee simple of those lands in King County, State of Washington, particularly described as Lot 5 in Section 30 and the Northeast Quarter of the Northeast Quarter of Section 31 and Lot 7 and the Southeast Quarter of the Northeast Quarter of Section 32, all in Township 36 North, Range 8 East, N.M. unconditionally declare this plat of the Homestead of Squawaine, P. O., and show hereby dedicated to the use of the public, forever, all streets and allys, shown on said plat.

In Witness Whereof the said corporation has put its corporate name to be signed, hereto by its President and its secretary and seal, to be hereunto affixed by its Secretary, this 10th day of September, A.D. 1890.

Squawaine Land and Improvement Company.
By Allen F. Walker, President
C. T. Wilson, Secretary of



Signed, Sealed and delivered
In the Presence of
C. T. Conover
J. L. Crawford.

Acknowledgment.

State of Washington } ss.
County of King

I, this is to certify that on this 10th day of September, A.D. 1890, before me, the under-signed, a Notary Public in and for the State of Washington, residing at the City of Seattle, personally came, Allen F. Walker and C. T. Wilson, to me known to be the identical persons, who as President and secretary respectively of the Squawaine Land and Improvement Company, executed the above and foregoing dedication, as the act and deed of said corporation. And the said Allen F. Walker acknowledged to me that, as the President of the said Squawaine Land and Improvement Company, he signed the name of said Corporation to the above and foregoing instrument and his own name as President thereof, freely and voluntarily, and as such for the free and voluntary act and deed of the said Squawaine Land and Improvement Company. And the said C. T. Wilson, as acknowledged to me that, as the secretary of said Corporation, he signed to said dedication the corporate seal of said company and his own name as such secretary, freely and voluntarily and as such for the free and voluntary act and deed of the said Squawaine Land and Improvement Company.

In Witness Whereof I have hereunto set my hand and official my Notarial Seal the day and year, in their certificate, above written.



C. T. Conover, Notary Public,
residing at the City of Seattle in said County and State.

Legend.

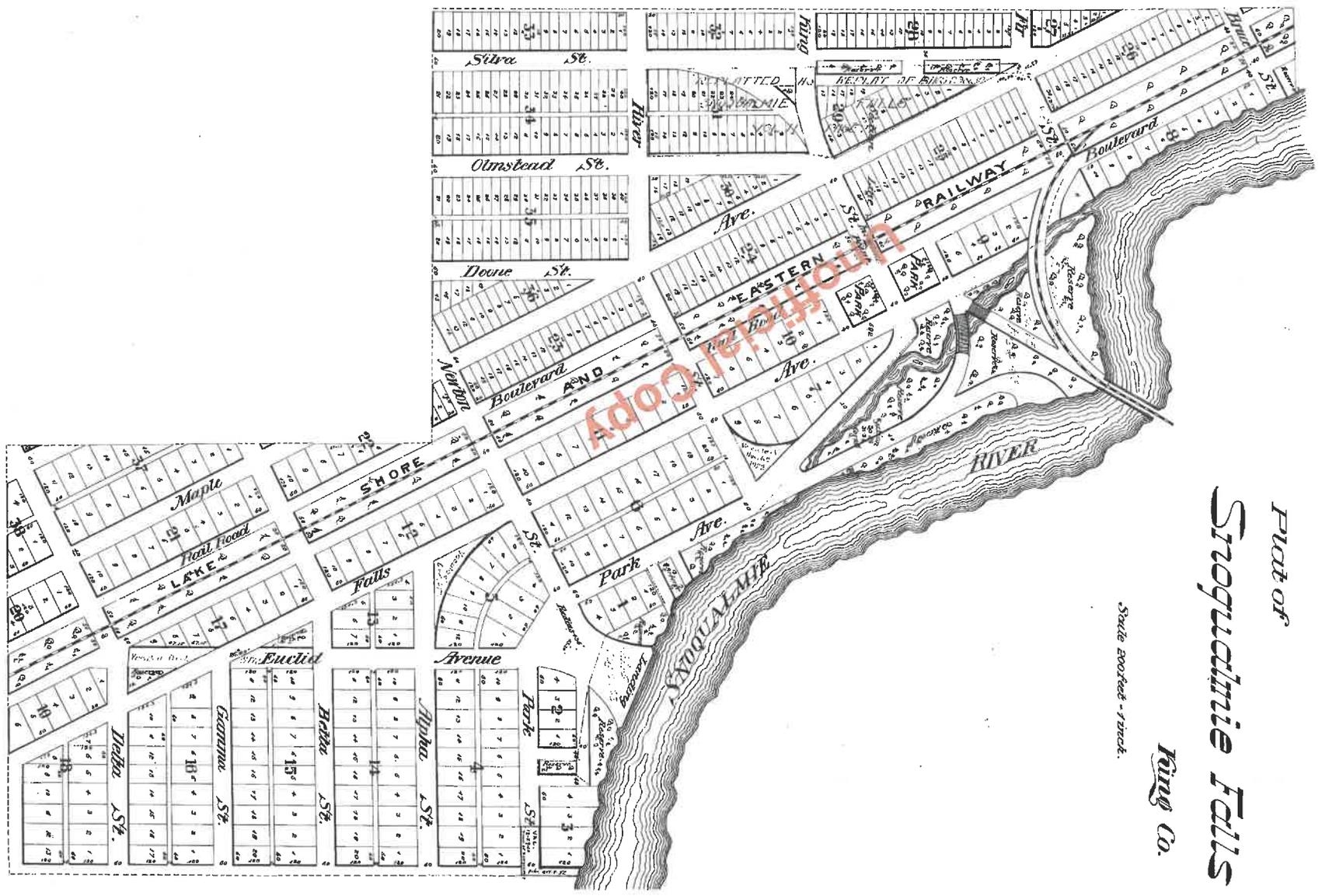
This plat is made for the purpose of correcting errors of description in the original plat, filed for record, Aug. 27, 1889, recorded at Page 179 of volume 3 of plats, whereby the N.M. of Section 31 was described as the N.M. of Section 31 - and Range 8 was described as Range 5.

63306.

Filed for record at Olympia
Sept. 11, A.D. 1890
at 10 min. past 4 P.M.
and recorded in the list of
Plats of King County, Wash.

W. B. Mendenhall
County Auditor

J. B. Co. No.



Part of
Sroguahmie Falls
 Ring Co.

Scale 200 feet = 1 inch.

9712319001

119 24

NOTE:
SURVEY ACCURACY MEETS OR EXCEEDS
WAC 332-130-080
FIELD EQUIPMENT
SOKKIA SETSUSHI
SURVEYED BY FIELD TRAVERSE

THIS SURVEY IS BASED ON RECORD PER PLAT FILED IN VOL. 8
PL. 61 RECORDS OF KING COUNTY, WASHINGTON 19890
REMANUFACTURE AS SHOWN ON BULKY RECORD.

NO INFORMATION COULD BE RECOVERED FOR THE CURVE DATA
OF PARK AVENUE FROM THE RECORD FOR BLOCK 4
THE CURVE DATA WAS DEVELOPED FROM RECORD INFORMATION
AS SHOWN ON THE ADJACENT 1/4 SECTION OF THE N.W.
1/4 OF SECTION 32, TOWNSHIP 24 NORTH, RANGE 8 EAST, W.M.

LEGAL DESCRIPTION:

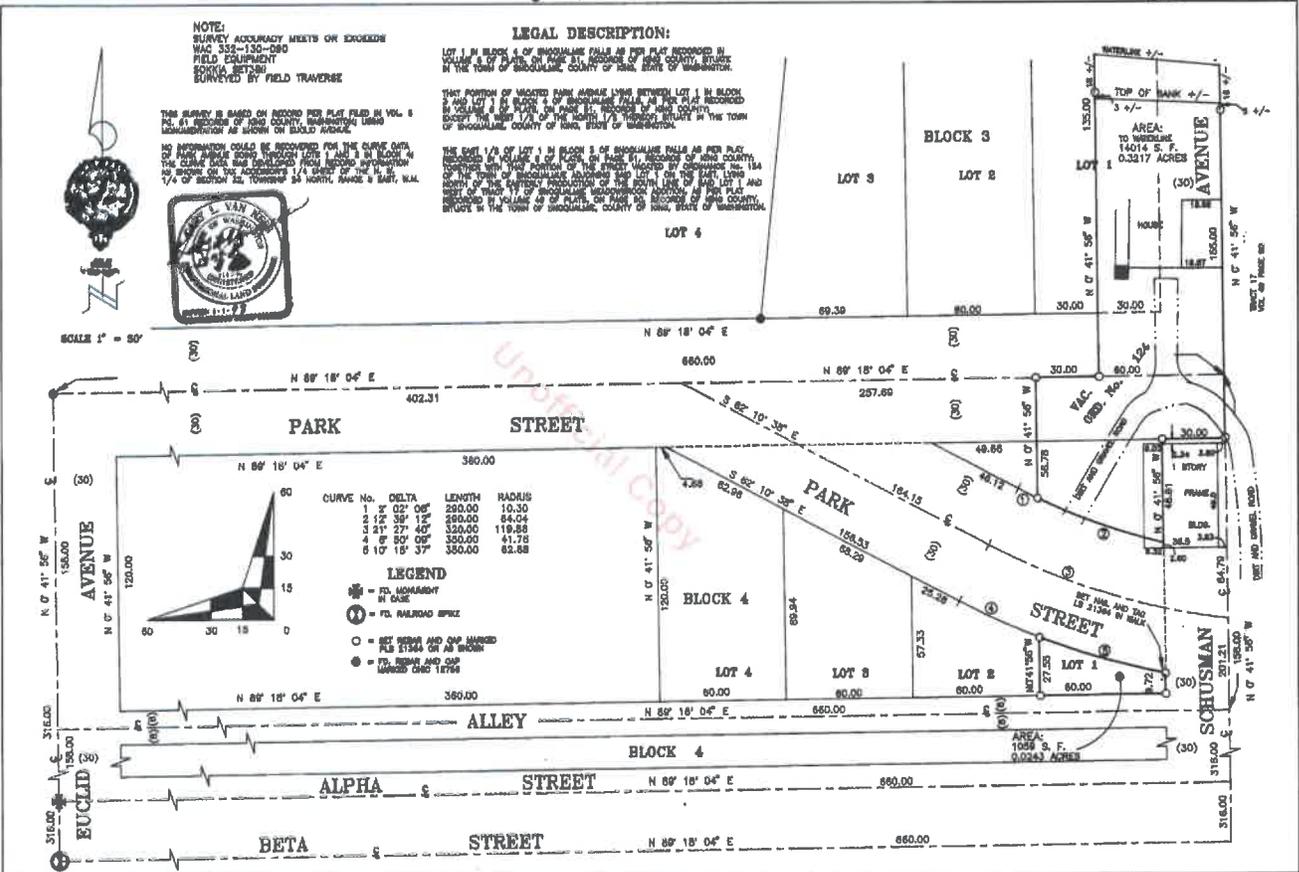
LOT 1 IN BLOCK 4 OF SHOSHALINE FALLS AS PER PLAT RECORDED IN
VOLUME 8 OF PLATS, ON PAGE 61, RECORDS OF KING COUNTY,
IN THE TOWN OF SHOSHALINE, COUNTY OF KING, STATE OF WASHINGTON.

THAT PORTION OF SAID LOT 1 BETWEEN LOT 1 IN BLOCK
3 AND LOT 1 IN BLOCK 4 OF SHOSHALINE FALLS, AS PER PLAT RECORDED
IN VOLUME 8 OF PLATS, ON PAGE 61, RECORDS OF KING COUNTY,
EXCEPT THE WEST 1/2 OF THE SAID LOT 1, TOWNSHIP 24 NORTH,
RANGE 8 EAST, IN THE TOWN OF SHOSHALINE, COUNTY OF KING, STATE OF WASHINGTON.

THE EAST 1/2 OF LOT 1 IN BLOCK 3 OF SHOSHALINE FALLS AS PER PLAT
RECORDED IN VOLUME 8 OF PLATS, ON PAGE 61, RECORDS OF KING COUNTY,
TOGETHER WITH THE PORTION OF THE STREET BOUND BY COURSE 154
OF THE TOWN OF SHOSHALINE, WASHINGTON, SAID LOT 1 ON THE EAST LINE
AND WEST 1/2 OF THE PORTION OF THE PORTION OF SAID LOT 1 AND
WEST 1/2 OF THIS SECTION OF PLATS, ON PAGE 61, RECORDS OF KING COUNTY,
BLOCK 3 IN THE TOWN OF SHOSHALINE, COUNTY OF KING, STATE OF WASHINGTON.



SCALE 1" = 30'



CURVE No.	DELTA	LENGTH	RADIUS
1	2° 02' 06"	290.00	10.30
2	12° 38' 12"	280.00	84.04
3	1° 21' 37" 40"	320.00	119.88
4	1° 50' 08"	350.00	41.78
5	1° 18' 37"	380.00	82.88

- LEGEND
- FD. MONUMENT
 - IN CASE
 - FD. MARKING SPIKE
 - SET BEARS AND ONE MARKED PLS 21364 ON AS SHOWN
 - FD. BEARS AND ONE MARKED PLS 21364

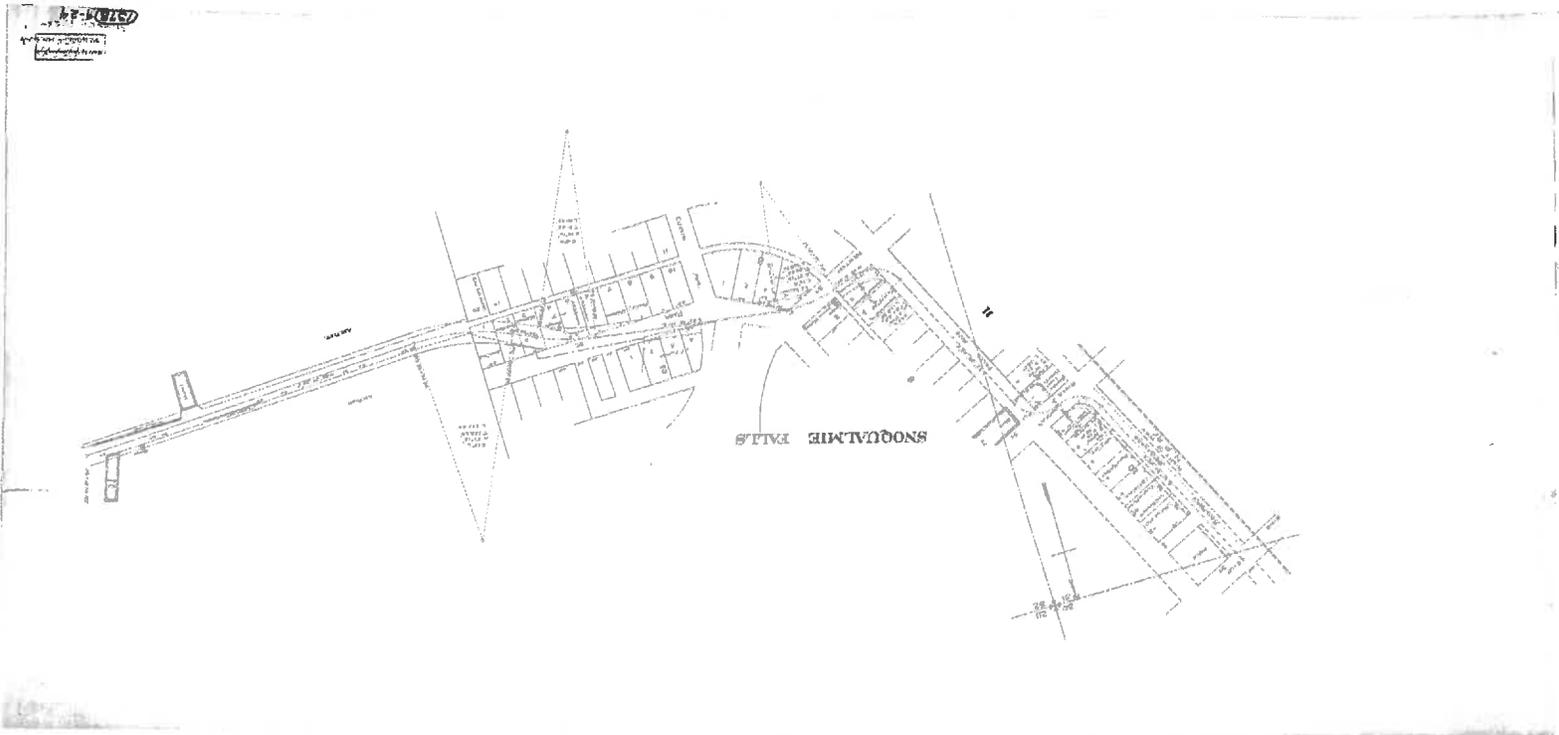
SURVEYORS CERTIFICATE
THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY
ME OR UNDER MY DIRECTION IN CONFORMANCE WITH
THE SURVEY RECORDING ACT AT THE REQUEST OF
JOHN METCALFE
ON NOV. 1, 1987
SIGNATURE Harold M. Durr DATE 12-22-87
CERTIFICATE No. PLS 21364

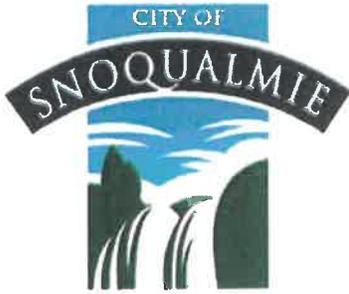
RECORDING CERTIFICATE
FILED FOR RECORD THIS 11 DAY OF DEC.
1987 AT 9:33 A.M. IN BOOK 118
OF SURVEYS AT PAGE 214 AT THE REQUEST OF
JOHN METCALFE
BY DAVID J. HESS
DEPUTY SURVEYOR GENERAL
RECORDING No. 9712319001

RECORD OF SURVEY
FOR
JOHN METCALFE
A PORTION OF THE
N.W. 1/4 OF THE N.W. 1/4 OF SEC. 32
TOWNSHIP 24 NORTH, RANGE 8 EAST, W.M.



SHEET 1 OF 1
SCALE 1" = 30'
DATE: 12-22-87
JOB No. 737
DRAWN BY: G. L. V.
ACAD FILE: HD8737





COMMUNITY DEVELOPMENT DEPARTMENT

38624 SE River St
PO Box 987
Snoqualmie, WA 98065

Office: (425) 888-5337
Fax: (425) 831-6041

www.snoqualmiewa.gov

Stephen DeShazo,
Isola Homes In-House Counsel
7525 SE 24th St., Ste. 487,
Mercer Island, WA 98040



Mathew LePage
Isola Homes
7525 SE 24th St., Ste. 487,
Mercer Island, WA 98040

Re: 39194 SE Park Street, Snoqualmie, WA, Tax Parcel Number 7849200064

Dear Mr. DeShazo and Mr. LePage,

Isola Financial LLC ("Isola") purchased the above property in June of 2012. The image below outlines the tax parcel that was purchased. This letter is sent to inform you that the dwelling located partially on the Isola lot at 39194 SE Park Street encroaches on City of Snoqualmie Right of Way to the east as shown on image.

Pursuant to Snoqualmie Municipal Code 12.19.010, it is unlawful for anyone to make private use of any public right-of-way without a right-of-way use permit issued by the city. No right-of-way use permit was issued for the encroaching use of City right-of-way.

Within thirty (30) days of the date of this letter, the City demands the illegal use of City property cease and the encroachment be removed. A permit application to demolish the structure may be obtained through the City's Forms Center

Thank you,


Emily Arteche (Aug 14, 2024 13:47 PDT)

Emily Arteche

Director of Community Development
City of Snoqualmie



CONSERVATION FUTURES (CFT) 2019 ANNUAL COLLECTIONS APPLICATION FOR FUNDS

PROJECT NAME Snoqualmie Riverfront Reach

Applicant Jurisdiction(s): City of Snoqualmie

Open Space System: Above Snoqualmie Falls

(Name of larger connected system, if any, such as Cedar River Greenway, Mountains to Sound, a Regional Trail, etc.)

Acquisition Project Size: 1.0 acres (4 parcels)

(Identify the acreage targeted under this year's funding request)

CFT Application Amount: \$765,500

(Dollar amount of CFT award requested)

Total Project Size: 11.0 acres (28 parcels)

(If known, identify total acreage at project completion for multi-year projects)

KC PL Application Amount:

(King County Projects Only: Dollar amount of KCPL requested)

Type of Acquisition(s): Fee Title Conservation Easement Other:

CONTACT INFORMATION

Contact Name: Nicole Sanders

Phone: 425-888-5337

Title: Senior Climate & Long Range Senior Planner

Email: nsanders@ci.snoqualmie.wa.us

Address: 38624 SE River St/PO Box 987, Snoqualmie 98065

Date: 03/06/18

PROJECT SUMMARY:

(In the space below, provide a brief but comprehensive description of the project, which succinctly explains what the project is attempting to accomplish. This should include reference to the overall watershed, reach, trail or open space system within which the project is set. Please note how the targeted parcels are significant individually, or as part of an overall multi-parcel system.)

This project will acquire 4 of the remaining 16 residential, riverfront parcels with houses within 150 feet of the Snoqualmie River in City limits (in WRIA 7), using funds to purchase open space-zoned parcels along the south/west bank reach between SE Northern St. and the King County Snoqualmie Valley Regional Trail (SVRT) corridor. These river reach properties are in the FEMA-designated 100-year floodway and have suffered repetitive flood damage; they also pose the primary risk to natural processes in this reach through residential activity. The City recognizes that the river reach presents aesthetic, cultural, passive recreation and restoration opportunities, and aims to acquire reach properties for open space, riparian habitat restoration, and to provide a Riverwalk trail.

This application is a phase of a multi-year reach project to acquire 28 residential properties along the south bank of the Snoqualmie River within City limits; the open-space zoned north bank remains undeveloped. Since 2012, the City has acquired 7 riverfront reach parcels with King County Flood Control District, King Conservation District, FEMA and Conservation Futures tax funding. For 2018 alone, one (1) property has been acquired, and there is funding and owner-interest to acquire three (3) more. After subtracting the 4 projected 2018 acquisitions, and the past 8 acquisitions (including 1 by King County), only 16 acquisitions remain out of the original 28 target properties.

This project proposes to acquire 4 properties, composed of 3 contiguous and 1 separated SE Park St. parcels (see site map). Following acquisition, residential buildings will be removed /demolished with non-CFT funds, and integrated into larger restoration projects. Open space acquisitions will be added to overall City acquisitions. To date the City has acquired a total of 42 riverfront parcels, or 1.5 river miles of the 2.2 mile reach, totaling 66.5 acres, due to this project as well as the Snoqualmie Preservation Initiative, various grants and open space donations.

1. OPEN SPACE RESOURCES

Please review the attached evaluation criteria. For the **proposed acquisition parcel(s)**, please mark those criteria that apply and thoroughly, yet succinctly, describe **in the space below** how the proposed acquisition satisfies each marked criteria. Please clearly describe how these criteria might be met at a landscape level, and how they apply to individual parcels. If restoration is part of the plan, please briefly describe the current condition and the hoped for restored condition that is the goal of the acquisition.

- A. Wildlife habitat or rare plant reserve
- B. Salmon habitat and aquatic resources
- C. Scenic resources
- D. Community separator
- E. Historic/cultural resources
- F. Urban passive-use natural area/greenbelt
- G. Park/open space or natural corridor addition
- H. Passive recreation opportunity/unmet needs

A. Wildlife habitat or rare plant reserve – This Snoqualmie River reach serves as significant habitat and a large wildlife corridor for elk, deer, beaver, wintering bald eagles, pileated woodpecker, and native songbirds. Natural vegetation of riverbank parcels has largely been removed and replaced with lawn grass, garden and orchard landscape species. A major riverfront acquisition goals is to conserve and restore natural Snoqualmie River riparian systems for connected wildlife habitat along the River.

B. Salmon habitat and aquatic resources – The project is in the Snohomish River Salmon Conservation Plan Headwaters section (11.16). The watershed supports wild runs of Coho, Chinook, Pink, Chum and Steelhead salmon; Chinook is present in the Snoqualmie River. Although salmon habitat cannot be directly supported as the acquisition reach is upstream of Snoqualmie Falls, habitat restoration in this area will improve instream conditions for Chinook downstream and for resident fish, including other salmonids such as presumed listed bull trout; rainbow and cutthroat trout habitat has also been noted locally. The removal of impervious surfaces will further improve hydrological function, sediment transport processes, and instream habitat structure. The Snoqualmie River is 303(d) listed for temperature – the 2011 Snoqualmie River Basin TMDL... Implementation Plan (Publ. No.11-10-041), emphasizes the importance of restoring riparian shading and the priority of planting native vegetation where buffers are lacking (page 135). The City has striven to prioritize acquisitions with higher river shading potential.

C. Scenic resources – All riverfront parcels offer views of the Snoqualmie River. Select parcels, and the open space corridor connecting with the Meadowbrook Bridge, provide unique views of Mt. Si along Snoqualmie River within the City, providing a striking scenic backdrop for future users of the proposed Riverwalk within this reach of the Watershed.

D. Community separator – The reach provides the Downtown Northern boundary, helping maintain a distinct character from the Mill Pond further North. Proposed acquisitions will extend and restore the greenbelt along the Snoqualmie River.

E. Historic/cultural resources – The City has a rich wealth of historic and cultural resources from thousands of years of Native American habitation and 100+ years of European settlement. The project will improve the aesthetics in two City Historic Districts, the Meadowbrook Bridge and near the Snoqualmie Railroad Depot (County-designated Historic Landmarks). Educational signage highlighting the cultural and natural environment will also be installed along the Riverwalk trail.

F. Urban passive-use natural area/greenbelt – The project adds to a passive 3+ acre greenbelt with River access (see G/H). Acquisitions could be integrated in the Phase II Riverwalk project, for which the City has submitted a Floodplains by Design pre-application with the Department of Ecology. Phase I Riverwalk design is almost complete, supported by a \$1.47 million Department of Commerce grant, as well as City funds. Contiguous acquisitions allow the City to develop future trail access & conduct more immediate restoration; riverwalk trail development will provide public access and education improvements.

G. Park/open space or natural corridor addition – The City currently owns a natural corridor intermittently interrupted with residences, composed of 8,070 of the 11,500 lineal feet of riverfront property, from north of Tokul Road to the County Snoqualmie Valley Regional Trail (SVRT). The riverfront reach includes Sandy Cove (passive) and Riverview (passive/active) Parks, along with over 40 permanent open space parcels; one of the acquisitions is directly adjacent to Riverview Park, and all acquisitions are planned for park/passive use integration with open space. Preventing further reach/floodway active use and development allows the opportunity to restore floodplain functions in this corridor through riparian restoration.

H. Passive recreation opportunity in area with unmet needs – The 2018 City of Snoqualmie Open Space, Parks and Recreation Plan identifies a current recreational need of ~14.11 acres Water Access Area. Reach acquisitions will help meet this need. The riverfront reach also provides an excellent passive recreation opportunity of regional significance; acquiring these parcels allows for urban nature trail connections to the King County Snoqualmie Valley Regional Trail (SVRT), helping close regional trail system gaps. In addition, the separate 2016 Tokul Road roundabout project North of this reach extended an urban trail from Snoqualmie Falls (which draws 2 million visitors per year) to the planned starting point of the Phase I Snoqualmie Riverwalk and its future planned regional connections, increasing reach acquisition recreational and educational potential. The City is committed to expanding and supporting the extensive trail network in the City and along the Snoqualmie River, expending \$1.5 million in grants for the Phase I Riverwalk from 2017-2020 (see F). The City has also budgeted over \$700,000 of city funds towards the Riverwalk, and as match for various grants and project needs.

2. ADDITIONAL FACTORS

For the **proposed acquisition parcel(s)**, please mark all criteria that apply and thoroughly, yet succinctly, describe in the space below how the proposed acquisition satisfies each marked criteria.

- A. Educational/interpretive opportunity
- B. Threat of loss of open space resources
- C. Ownership complexity/willing seller(s)/ownership interest proposed
- D. Describe any public or private partnerships that will enhance this project
- E. Is the property identified in an adopted park, open space, comprehensive, or community plan?
- F. Transferable Development Rights (TDR) participation

A. Educational/interpretive opportunity – Active green belt management and educational signage provide ample education opportunities. The extensive riparian area within and adjacent to the reach presents large opportunities to involve volunteers, students, and nonprofits in restoration, similar to City activities with Mountains to Sound Greenway and the Snoqualmie Tribe (see section 2.D). Acquisitions also provide opportunities with interpretive signage on natural and historic features on the future Riverwalk, which projects high use from Snoqualmie Falls trail connections and its 2 million annual visitors.

B. Threat of loss of open space resources – Although reach acquisitions have been relatively successful to date, several property owners have been contacting the City for over five years in hopes of selling; since 2012, seven (7) owners have sold their properties to private entities due to lack of adequate city funding at the point of sale, complicating future acquisition potential. In addition, property values have increased dramatically, with the subject properties doubling in value (an average increase of 102%) since 2012. Recent appraisals note the region continues to gain ~13% value annually. Acquisition delays means cost increases, as well as delays to restoration and bank stabilization efforts. There has been some resource loss due to bank failure. Riverbank erosion has been recorded in different reach areas, and in 2012 there was road failure on Park Ave SE. from reach erosion. As such, the City has a strong interest in preventing new development and removing existing structures from the river's edge, allowing bank stabilization and riparian restoration, while allowing public access in a continuous, scenic river greenbelt.

C. Ownership complexity/willing seller(s)/ownership interest proposed – Among the 4 proposed acquisitions, 2 property owners have signed letters of interest, and 1 expressed verbal interest, in selling to the City. If property owners lose interest in selling, the City would proceed with other acquisitions in the riverfront reach. The project has had exceptional public support over time; riverfront acquisitions and development of a Riverwalk have been called for by citizens in City planning processed for over a decade (*2005 Downtown Vision Plan; 2006 Destination Development and Economic Plan; 2010 Downtown Master Plan; 2011 Bicycle & Pedestrian Recommendations Report; and Snoqualmie 2032, the 2014 Comprehensive Plan Update*).

D. Partnerships - Describe any public or private partnerships that will enhance this project – Several partnerships have formed around, and been bolstered by, funding and restoration activities in the project reach. The City and King County signed the “Upper Snoqualmie Residential Flood Mitigation Riverfront Acquisition” Agreement in 2012, identifying parcels for purchase in the County Flood Control Zone District (FCD) capital improvement program. In the agreement FCD pledged \$3 million to assist the City in acquiring flood-prone properties, at up to \$150,000 per property; the City continues to meet with FCD staff on acquisition progress. Project applications for acquisition, restoration, and Riverwalk funding have also received letters of support from the Snoqualmie Watershed Forum and the Snohomish Basin Salmon Recovery Forum for WRIA 7.

The Phase I Riverwalk project now in design (see 1.F Urban passive-use, above) has had input from the Snoqualmie Tribe, and the City intends to continue project coordination as intergovernmental relationships allow. Additionally in 2016 -2017 the City worked with the King Conservation District (KCD) and Forterra to join the Forterra Green Cities Program with the “Green Snoqualmie” partnership – a systematic 20 year restoration program that utilizes and trains restoration volunteers, via a unified provider network. Green Snoqualmie planning meetings have included the Snoqualmie Tribe, Mountains to Sound Greenway (Greenway), Forterra and King County. The City also has two Conservation Watershed Management (CWM) grants from FCD within and immediately North of this reach with the Greenway for restoration efforts. This strong budding partnership, and stakeholder involvement in the Phase I Riverwalk project, have included planning for more coordinated reach restoration, to specifically target area knotweed issues and to identify areas ripe for new plantings.

E. Is the property identified in an adopted park, open space, comprehensive, or community plan? – All project properties are identified in *Snoqualmie 2032, the 2014 City Comprehensive Plan*, as Open Space; plan policies 3.5.2 and 7.3.5 address the Riverwalk, and the Capital Improvement Program includes Riverwalk Acquisitions and Riverwalk Trail Ph. I - III. The *2018 Open Space, Parks and Recreation Plan* also recommends acquiring and preserving additional shoreline access for waterfront trails, visual access and water-related recreation.

F. Transferable Development Rights (TDR) – This project does not propose using Transfer of Development Rights.

3. STEWARDSHIP AND MAINTENANCE

How will the property be stewarded and maintained? Does the property lend itself to volunteer stewardship opportunities or community participation? How will ongoing stewardship and maintenance efforts be funded?

Newly acquired land will join the existing approximately 66.5 acres of permanent public open space located north of and within the proposed acquisition reach. Proposed acquisitions are relatively flat with volunteer populations nearby, providing good terrain and access for volunteer restoration events. The City recently joined the Forterra Green City program, which enlists and retains volunteers to support open space health (see 2.D Partnerships, above). The City contracts with Forterra for program maintenance, in turn funded via stormwater rates (a sustainable funding source), supported by studies on urban forest stormwater benefits. CWM grants and other funders will also continue to be sought for restoration work and early on-going site maintenance. In addition to these resources, the City Parks Division will accept all maintenance responsibilities in perpetuity as it has with all City open spaces.

4. PARCEL DETAILS *(New section added in 2018)*

A. Please provide information about current and future funding targets, adding more rows if needed.

Current Funding Targets (i.e. those targeted to be acquired with requested funding, and shown in red on the map described in Section 6)

Parcel Number	Acreage	Zoning	Assessed Value ¹	Property Interest Sought (fee, easement, or TBD)?
7849200025 (Crabb)	0.19	Open Space	\$362,000	Fee
7850200060 (Ennis)	0.36	Open Space	\$386,000	Fee
7849200060 (Huang)	0.27	Open Space	\$353,000	Fee
7849200064 (Isola)	0.19	Open Space	\$273,000	Fee

Future Funding Targets (i.e. those shown in yellow on the map described in Section 6)

- Please list the parcel numbers here (no additional information needed):

7849200055 (Bates)	7849200450 (Roth)	5417600210 (Eighty Fifty LLC)
7849200041 (OReilly)	7849200455 (Hailstone)	5417600215 (Swenson)
7849200040 (Blaney & Davis)	7849200460 (Fooks)	5417600225 (Thompson)
7849200425 (Warren)	5417600175 (Saturday)	

B. Please describe intended future use of the property.

The site is planned for passive open space uses; in the future, acquired properties will undergo restoration and passivedevelopment of a Riverwalk Trail.

C. Please identify if there are parts of the site you intend to use for non-CFT-eligible activities (e.g. more intensive recreational uses, or retaining a structure on a fee purchase²). What funding source do you plan to use to purchase the non-CFT eligible portion of the site?

The site will be for passive recreation only; the whole site will be used for CFT-eligible activities. Note: Demolitions themselves are not CFT-eligible, but the City has \$58,000 King County Flood Control District Sub-regional Opportunity Funds approved for demolitions, with the opportunity to reserve more. These funds are not listed in the project budget or claimed as match.

¹King County [iMAP](#) is a good source of information. If property is enrolled in Current Use Taxation for Forestry, the Assessor’s Office may not provide an assessed value or acreage for the parcels; feel free to note if that is the case.

²Generally, a structure may be retained on CFT-funded fee purchase only if used for maintenance and counted within the 15% limit on impervious surfaces. A structure that is to be kept on site and used for maintenance or a non-compliant use should not be purchased with CFT funding, nor does the funding for the structure purchase count as match.

5. PROJECT BUDGET

1) TOTAL CFT APPLICATION AMOUNT ^a	CFT: \$765,500
2) TOTAL KC PL APPLICATION AMOUNT ^b	KC PL:

^aAllowable CFT acquisition costs (K.C.C. 26.12.010.G): The disbursement of funds shall be made only for capital project expenditures that include costs of acquiring real property, including interests in real property, and the following costs: the cost of related relocation of eligible occupants, cost of appraisal, cost of appraisal review, costs of title insurance, closing costs, pro rata real estate taxes, recording fees, compensating tax, hazardous waste substances reports, directly related staff costs and related legal and administrative costs, but shall not include the cost of preparing applications for conservation futures funds.

^bKing County projects only, if requesting county share of King County Parks Levy.

Estimation of property value:

Briefly note how land values have been estimated (i.e., appraisal, property tax assessment, asking price, letter of value or other means).

Property parcel values are based on listed 2017 King County Assessment values plus a 25% market factor; previous answers under 4.A list only the assessment value. The King County acquisitions unit estimates a 20% to 30% market increase over assessed valued in appraisals. Acquisitions in this reach have followed this trend.

PROJECT COSTS	ESTIMATED DOLLAR AMOUNT OR RANGE
Total property interest value	\$1,717,500
Title and appraisal work	\$16,000 (4 appraisals at \$4,000 each)
Closing, fees, taxes	\$16,000 (4 closing/fees at \$4,000 each)
Relocation	\$22,000 (2 relocations, at \$11,000 each)
Hazardous waste reports	\$14,500 (4 reports at \$3,500 each)
Directly related staff, administration and legal costs	\$28,000 (4 acquisition staff time, \$7,000 each)
Total Project Costs	\$1,813,500

Funding Table: (Section Revised in 2018)

CFT can only provide a maximum of 50% of anticipated project costs. Please document the sources of match that you have received, or intend to seek, towards the target properties.

CFT FUNDING	Date Funding Secured	Dollar Amount
CFT Funds Requested	N/A	
Past CFT Available (i.e. funds remaining from past awards, to be spent on current target parcels)	2016	\$98,000
MATCH FUNDING IN HAND	Date Funding Secured	Dollar Amount
Sources/Status:		
King County Flood Control Zone District	Committed as of 5/23/12	\$450,000 (\$150,000 for 3 parcels, Committed)
MATCH FUNDING STILL SOUGHT	Date Funding Anticipated	Dollar Amount
Sources/Status:		
Ecology, Floodplains by Design(FBD)/Applied	07/2019	\$500,000

Note: This project is scalable, so that some parcels may not be pursued should FBD go un-awarded. Project match has also been reach-wide; the reach will have excess match following completion of the 2018 FEMA applications, which will add \$600,000 match in excess of existing projected CFT expenditures.

5. ATTACHED MAPS

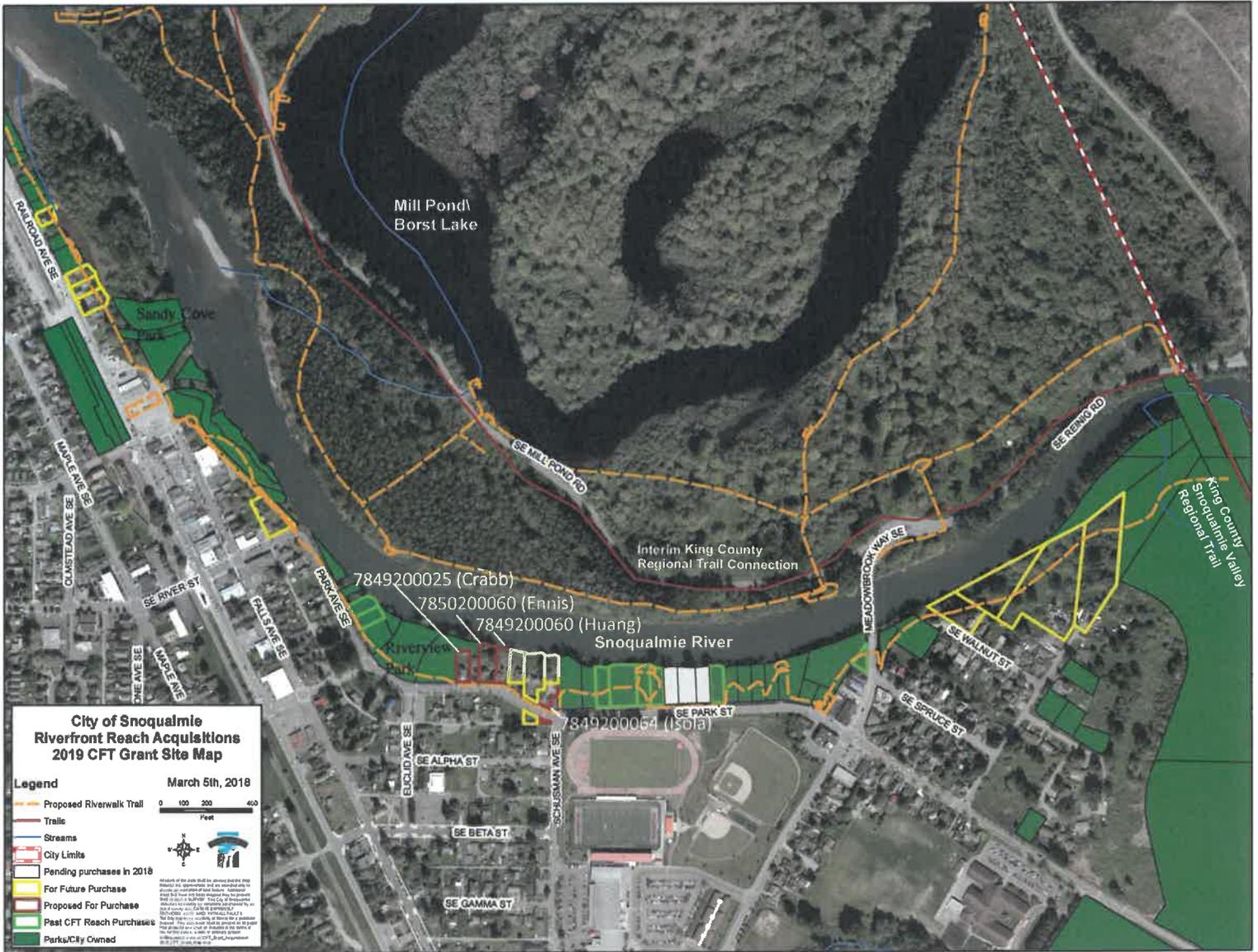
Two maps are required: 1) Site Map and 2) Location Map. You may also submit one additional attachment (e.g. site photo). Maps printed on 8 ½ x 11" paper are preferred, but 11 x 17" paper is acceptable if folded, three-hole-punched, and stapled with your application.

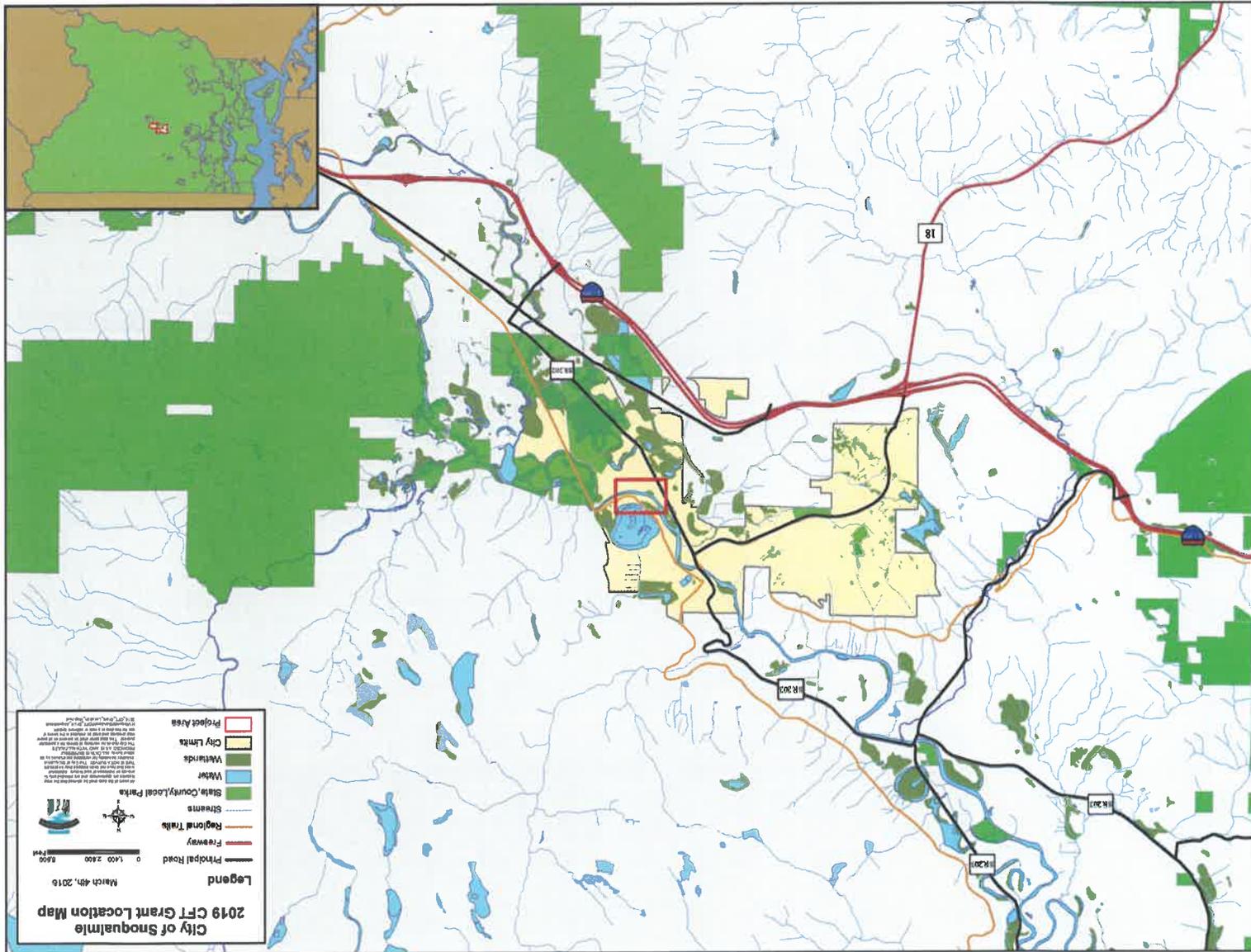
Site Map Guidance:

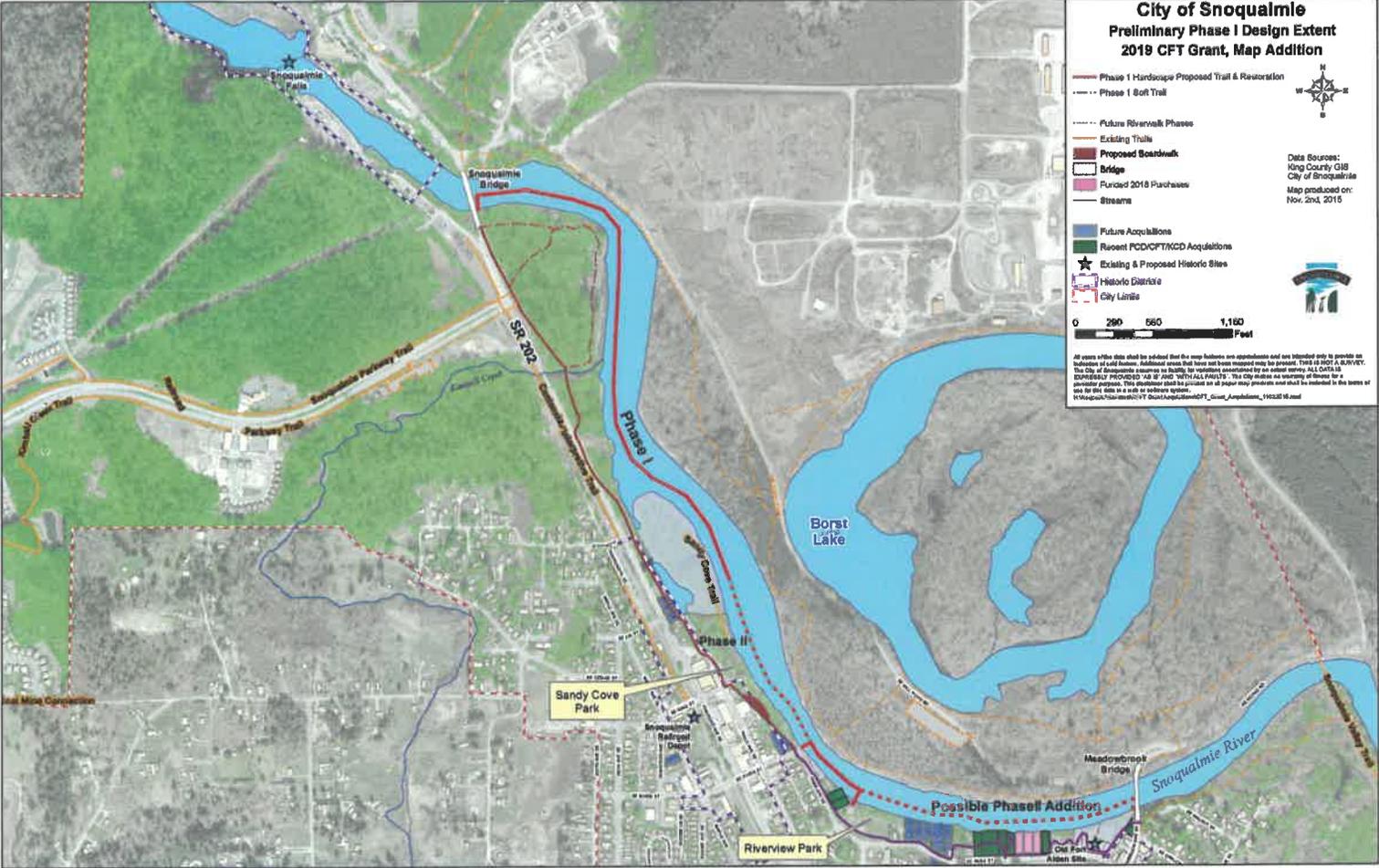
- Preferred colors/shading:
 - **RED OUTLINE:** Current funding targets in project scope. Please label parcel numbers on targets. Additionally, add a stripe or cross-hatch pattern to identify parcels where you know you will seek only an easement.
 - **YELLOW OUTLINE:** Future funding targets (not for current funding request).
 - **GREEN OR DISTINCT SHADING:** Existing nearby public open spaces. Please label park names or ownership.
- Show and label major watercourses such as creeks, rivers, lakes, or wetlands.
- Show and label roads.
- Show location of any proposed site development (e.g. parking, trails, or other facilities) or proposed site restoration.
- Use aerial photo base layer.

Location Map Guidance:

- Other permanently protected open spaces (private, non-profit, institutional, etc.) shown in green or distinct shading;
- Show major water courses such as creeks, rivers, lakes, or wetlands;
- Show major roads, arterial roads, or regional trails.
- Show city boundaries and/or urban growth boundary.
- Map scale: This map should show approximately a five-mile radius around the proposed acquisition(s).







Atty Client Priv.

From: Emily Arteche <EARteche@snoqualmiewa.gov>

Sent: Wednesday, March 22, 2023 2:58 PM

To: Cindy Coakley <cindycoakley@windermere.com>

Subject: I39194 SE Park property

Hi Cindy,

Thank you for discussing the above-mentioned property for sale. The City is very much interested in making an offer to purchase the property at a value that reflects the appraised value. The attached Washington General Certified Appraisal from Kidder Mathews describes in detail the current illegal, non-conformances of the existing improvements. The existing improvements are not legal due to their location on the public right of way. The subject improvements are mostly wood frame, built in 1940. There is a newer masonry façade along the Park Street face. The building will need to be removed. The property is zoned Open Space, with permitted uses that are intended for formal and active park uses, as well as other recreational.

The cost of removal of the structure would be borne by the property owner and must be deducted from the value of the property. The appraisal report states that the

demolition costs for the 1,990 sq ft building will be \$2.82 per sq ft, or a total of \$5,611. Deducting demolition cost of \$5,611 from the appraiser's value opinion of \$5,400 results in a net value of negative \$212, rounded to \$0. It is opinion of the appraiser that the property has a nominal fee simple market value of \$1,000 as of December 2, 2014. In consideration of this information, the City would like to prepare a Purchase and Sale agreement for consideration.

Emily Arteche, AICP | Community Development Director

425-888-8007 | www.snoqualmiewa.gov

38624 SE River St.

Snoqualmie, WA 98065





City Clerk

City of Snoqualmie
P.O. Box 987, Snoqualmie, Washington 98065
www.snoqualmiewa.gov
(425) 888-1555 Ext. 1123

February 10, 2025

Dean Williams
Johns Monroe Mitsunaga Kolouskova, PLLC
11201 SE 8th St, Suite 120
Bellevue, WA 98004

Re: 39194 SE Park Street, Snoqualmie, WA, Tax Parcel Number 7849200064

Dear Mr. Williams,

I am in receipt of your January 31, 2025, Petition for Vacation of Right of Way, Tax Parcel Number 7849200064. Please provide a title report and any other supporting documentation showing your client NWBF, LLC is the owner of an interest in the real estate abutting the street NWBF, LLC seeks to vacate. This information should be sent to my attention as Deputy City Clerk pursuant to RCW 35.79.010.

Thank you,

A handwritten signature in black ink, appearing to read 'G. Garrett', is written over a light blue horizontal line.

Gretchen G. Garrett
Deputy City Clerk
City of Snoqualmie
(425) 505-3930 (cell)
ggarrett@snoqualmiewa.gov

JohnsMonroe
MitsunagaKoloušková
P L L C

Darrell S. Mitsunaga
Duana T. Koloušková
Vicki E. Orrico
Patricia M. Army
Dean Williams
Peter Durland

Via Messenger Delivery

City of Snoqualmie
City Council
38624 SE River Street
Snoqualmie, WA 98065

February 13, 2025

Re: Supplemental Materials: **Petition for Vacation of Right of Way, Tax Parcel Number
7849200064**

Dear City Clerk:

Please see attached materials requested by your letter.

Sincerely,



Dean Williams
Direct Tel: (425) 467-9967
Email: williams@jmmklaw.com

Reviewed and Approved by:

/s/Stephen DeShazo

Stephen DeShazo
In-House Counsel
steve.deshazo@isolahomes.com
7525 SE 24th St., Ste. 487
Mercer Island, WA 98040



Limited Liability Company
See attached detailed instructions

- Filing Fee \$30.00
- Filing Fee with Expedited Service \$80.00

02/16/16 3108739-Item 1.
001
\$80.00 K
FILED: 3180938
SECRETARY OF STATE
February 16, 2016
STATE OF WASHINGTON

UBI Number: **602873258**

This Box For Office Use Only

CERTIFICATE OF AMENDMENT
Chapter 23.95 RCW

SECTION 1

NAME OF LIMITED LIABILITY COMPANY (LLC): *(as currently recorded with the Office of the Secretary of State)*
ISOLA FINANCIAL, LLC

SECTION 2

AMENDMENTS TO CERTIFICATE: *(if necessary, attach additional information. If changing the name it must contain one of the following designations: Limited Liability Company, Limited Liability Co or one of these abbreviations: L.L.C. or LLC. If the designation is omitted, it will default to LLC when processed)*

Change name to: NWBF, LLC

SECTION 3

EFFECTIVE DATE OF AMENDMENTS TO CERTIFICATE: *(please check one of the following)*

- Upon filing by the Secretary of State
- Specific Date: _____ *(Specified effective date must be within 90 days AFTER the Amended Certificate has been filed by the Office of the Secretary of State)*

SECTION 4

EXECUTOR INFORMATION *(see instructions page)*

This document is hereby executed under penalties of perjury, and is, to the best of my knowledge, true and correct.

	Matthew J. LePage, Member	Feb. 8, 2016	(206) 582-7900
Signature	Printed Name/Title	Date	Phone

ORDER NO. : 5226020003

EXHIBIT A

The land referred to is situated in the County of King, City of Snoqualmie, State of Washington, and is described as follows:

Lot 1, Block 4 of [SNOQUALMIE FALLS](#), according to the plat thereof recorded, in Volume 6 of Plats, page 51, records of King County, Washington.

TOGETHER WITH that portion of vacated Park Street lying between Lot 1 in Block 3 and Lot 1 in Block 4 of [SNOQUALMIE FALLS](#), according to the plat thereof, recorded in Volume 6 of Plats, on page 51, records of King County, as vacated by Ordinance No. 194 and recorded under Recording No. [4279610](#);

EXCEPT the West half of the North half thereof.

ALSO EXCEPT that portion of Lot 4, Block 1 for Park Street as located.

SITUATE in the County of King, State of Washington.

ABBREVIATED LEGAL

Portion of Lot 1, Block 4 of [SNOQUALMIE FALLS](#)

Tax Account No. 784920-0064-09



OLD REPUBLIC TITLE, Ltd.

601 Union Street, Suite 1501
Seattle, WA 98101
(206) 441-1955 Fax: (206) 374-2416

2nd Report

Attached Commitment Issued for the sole use of:

Our Order Number 5226020003-PA

ISOLA HOMES
7525 SE 24th Street Suite 487
Mercer Island, WA 98040

Customer Reference ISOLA HOMES

When Replying Please Contact:

Commercial Title Officers
commercial.washington@ortc.com
(206) 441-1955
(206) 441-1955

Property Address:

39194 Southeast Park Street, Snoqualmie, WA 98065

See Attached Commitment to Insure



ALTA COMMITMENT FOR TITLE INSURANCE

Item 1.

Issued by OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY

NOTICE

IMPORTANT—READ CAREFULLY: THIS COMMITMENT IS AN OFFER TO ISSUE ONE OR MORE TITLE INSURANCE POLICIES. ALL CLAIMS OR REMEDIES SOUGHT AGAINST THE COMPANY INVOLVING THE CONTENT OF THIS COMMITMENT OR THE POLICY MUST BE BASED SOLELY IN CONTRACT.

THIS COMMITMENT IS NOT AN ABSTRACT OF TITLE, REPORT OF THE CONDITION OF TITLE, LEGAL OPINION, OPINION OF TITLE, OR OTHER REPRESENTATION OF THE STATUS OF TITLE. THE PROCEDURES USED BY THE COMPANY TO DETERMINE INSURABILITY OF THE TITLE, INCLUDING ANY SEARCH AND EXAMINATION, ARE PROPRIETARY TO THE COMPANY, WERE PERFORMED SOLELY FOR THE BENEFIT OF THE COMPANY, AND CREATE NO EXTRACONTRACTUAL LIABILITY TO ANY PERSON, INCLUDING A PROPOSED INSURED.

THE COMPANY'S OBLIGATION UNDER THIS COMMITMENT IS TO ISSUE A POLICY TO A PROPOSED INSURED IDENTIFIED IN SCHEDULE A IN ACCORDANCE WITH THE TERMS AND PROVISIONS OF THIS COMMITMENT. THE COMPANY HAS NO LIABILITY OR OBLIGATION INVOLVING THE CONTENT OF THIS COMMITMENT TO ANY OTHER PERSON.

COMMITMENT TO ISSUE POLICY

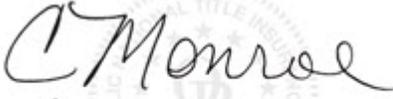
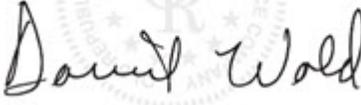
Subject to the Notice; Schedule B, Part I—Requirements; Schedule B, Part II—Exceptions; and the Commitment Conditions, Old Republic National Title Insurance Company, a Florida corporation, (the "Company"), commits to issue the Policy according to the terms and provisions of this Commitment. This Commitment is effective as of the Commitment Date shown in Schedule A for each Policy described in Schedule A, only when the Company has entered in Schedule A both the specified dollar amount as the Proposed Amount of Insurance and the name of the Proposed Insured.

If all of the Schedule B, Part I—Requirements have not been met within 6 months after the Commitment Date, this Commitment terminates and the Company's liability and obligation end.

Issued through the office of:
Old Republic Title, Ltd.
19020 33rd Avenue W., Suite 360
Lynnwood, WA 98036

OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY
A Stock Company
1408 North Westshore Blvd., Suite 900, Tampa, Florida 33607
(612) 371-1111
www.oldrepublictitle.com

Authorized Officer or Agent

By  President
Attest  Secretary

This page is only a part of a 2021 ALTA Commitment for Title Insurance issued by Old Republic National Title Insurance Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I – Requirements; and Schedule B, Part II – Exceptions; and a counter-signature by the Company or its issuing agent that may be in electronic form.

1. DEFINITIONS

- a. "Discriminatory Covenant": Any covenant, condition, restriction, or limitation that is unenforceable under applicable law because it illegally discriminates against a class of individuals based on personal characteristics such as race, color, religion, sex, sexual orientation, gender identity, familial status, disability, national origin, or other legally protected class.
 - b. "Knowledge" or "Known": Actual knowledge or actual notice, but not constructive notice imparted by the Public Records.
 - c. "Land": The land described in Item 5 of Schedule A and improvements located on that land that by State law constitute real property. The term "Land" does not include any property beyond that described in Schedule A, nor any right, title, interest, estate, or easement in any abutting street, road, avenue, alley, lane, right-of-way, body of water, or waterway, but does not modify or limit the extent that a right of access to and from the Land is to be insured by the Policy.
 - d. "Mortgage": A mortgage, deed of trust, trust deed, security deed, or other real property security instrument, including one evidenced by electronic means authorized by law.
 - e. "Policy": Each contract of title insurance, in a form adopted by the American Land Title Association, issued or to be issued by the Company pursuant to this Commitment.
 - f. "Proposed Amount of Insurance": Each dollar amount specified in Schedule A as the Proposed Amount of Insurance of each Policy to be issued pursuant to this Commitment.
 - g. "Proposed Insured": Each person identified in Schedule A as the Proposed Insured of each Policy to be issued pursuant to this Commitment.
 - h. "Public Records": The recording or filing system established under State statutes in effect at the Commitment Date under which a document must be recorded or filed to impart constructive notice of matters relating to the Title to a purchaser for value without Knowledge. The term "Public Records" does not include any other recording or filing system, including any pertaining to environmental remediation or protection, planning, permitting, zoning, licensing, building, health, public safety, or national security matters.
 - i. "State": The state or commonwealth of the United States within whose exterior boundaries the Land is located. The term "State" also includes the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, and Guam.
 - j. "Title": The estate or interest in the Land identified in Item 3 of Schedule A.
2. If all of the Schedule B, Part I—Requirements have not been met within the time period specified in the Commitment to Issue Policy, this Commitment terminates and the Company's liability and obligation end.
3. The Company's liability and obligation is limited by and this Commitment is not valid without:
- a. the Notice;
 - b. the Commitment to Issue Policy;
 - c. the Commitment Conditions;
 - d. Schedule A;
 - e. Schedule B, Part I—Requirements;
 - f. Schedule B, Part II—Exceptions; and
 - g. a counter-signature by the Company or its issuing agent that may be in electronic form.

4. COMPANY'S RIGHT TO AMEND

The Company may amend this Commitment at any time. If the Company amends this Commitment to add a defect, lien, encumbrance, adverse claim, or other matter recorded in the Public Records prior to the Commitment Date, any liability of the Company is limited by Commitment Condition 5. The Company is not liable for any other amendment to this Commitment.

5. LIMITATIONS OF LIABILITY

- a. The Company's liability under Commitment Condition 4 is limited to the Proposed Insured's actual expense incurred in the interval between the Company's delivery to the Proposed Insured of the Commitment and the delivery of the amended Commitment, resulting from the Proposed Insured's good faith reliance to:
 - i. comply with the Schedule B, Part I—Requirements;
 - ii. eliminate, with the Company's written consent, any Schedule B, Part II – Exceptions; or
 - iii. acquire the Title or create the Mortgage covered by this Commitment.

This page is only a part of a 2021 ALTA Commitment for Title Insurance issued by Old Republic National Title Insurance Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I – Requirements; and Schedule B, Part II – Exceptions; and a counter-signature by the Company or its issuing agent that may be in electronic form.

- b. The Company is not liable under Commitment Condition 5.a. if the Proposed Insured requested the amendment or had Knowledge of the matter and did not notify the Company about it in writing.
 - c. The Company is only liable under Commitment Condition 4 if the Proposed Insured would not have incurred the expense had the Commitment included the added matter when the Commitment was first delivered to the Proposed Insured.
 - d. The Company's liability does not exceed the lesser of the Proposed Insured's actual expense incurred in good faith and described in Commitment Condition 5.a. or the Proposed Amount of Insurance.
 - e. The Company is not liable for the content of the Transaction Identification Data, if any.
 - f. The Company is not obligated to issue the Policy referred to in this Commitment unless all of the Schedule B, Part I—Requirements have been met to the satisfaction of the Company.
 - g. The Company's liability is further limited by the terms and provisions of the Policy to be issued to the Proposed Insured.
- 6. LIABILITY OF THE COMPANY MUST BE BASED ON THIS COMMITMENT; CHOICE OF LAW AND CHOICE OF FORUM**
- a. Only a Proposed Insured identified in Schedule A, and no other person, may make a claim under this Commitment.
 - b. Any claim must be based in contract under the State law of the State where the Land is located and is restricted to the terms and provisions of this Commitment. Any litigation or other proceeding brought by the Proposed Insured against the Company must be filed only in a State or federal court having jurisdiction.
 - c. This Commitment, as last revised, is the exclusive and entire agreement between the parties with respect to the subject matter of this Commitment and supersedes all prior commitment negotiations, representations, and proposals of any kind, whether written or oral, express or implied, relating to the subject matter of this Commitment.
 - d. The deletion or modification of any Schedule B, Part II—Exception does not constitute an agreement or obligation to provide coverage beyond the terms and provisions of this Commitment or the Policy.
 - e. Any amendment or endorsement to this Commitment must be in writing and authenticated by a person authorized by the Company.
 - f. When the Policy is issued, all liability and obligation under this Commitment will end and the Company's only liability will be under the Policy.
- 7. IF THIS COMMITMENT IS ISSUED BY AN ISSUING AGENT**
- The issuing agent is the Company's agent only for the limited purpose of issuing title insurance commitments and policies. The issuing agent is not the Company's agent for closing, settlement, escrow, or any other purpose.
- 8. PRO-FORMA POLICY**
- The Company may provide, at the request of a Proposed Insured, a pro-forma policy illustrating the coverage that the Company may provide. A pro-forma policy neither reflects the status of Title at the time that the pro-forma policy is delivered to a Proposed Insured, nor is it a commitment to insure.
- 9. CLAIMS PROCEDURES**
- This Commitment incorporates by reference all Conditions for making a claim in the Policy to be issued to the Proposed Insured. Commitment Condition 9 does not modify the limitations of liability in Commitment Conditions 5 and 6.
- 10. CLASS ACTION**
- ALL CLAIMS AND DISPUTES ARISING OUT OF OR RELATING TO THIS COMMITMENT, INCLUDING ANY SERVICE OR OTHER MATTER IN CONNECTION WITH ISSUING THIS COMMITMENT, ANY BREACH OF A COMMITMENT PROVISION, OR ANY OTHER CLAIM OR DISPUTE ARISING OUT OF OR RELATING TO THE TRANSACTION GIVING RISE TO THIS COMMITMENT, MUST BE BROUGHT IN AN INDIVIDUAL CAPACITY. NO PARTY MAY SERVE AS PLAINTIFF, CLASS MEMBER, OR PARTICIPANT IN ANY CLASS OR REPRESENTATIVE PROCEEDING. ANY POLICY ISSUED PURSUANT TO THIS COMMITMENT WILL CONTAIN A CLASS ACTION CONDITION.

This page is only a part of a 2021 ALTA Commitment for Title Insurance issued by Old Republic National Title Insurance Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I – Requirements; and Schedule B, Part II – Exceptions; and a counter-signature by the Company or its issuing agent that may be in electronic form.

SCHEDULE A

COMMITMENT

1. Commitment Date: February 5, 2025, at 8:00 AM
2nd Report
2. Policy or Policies to be issued:

ALTA Owner's Policy of Title Insurance - 2021
Amount: Amount to come.
Rate: General Schedule
Note: Standard Coverage
Proposed Insured: Purchaser for value from the vested owner herein
3. The estate or interest in the Land at the Commitment Date is:

Fee Simple
4. The Title is, at the Commitment Date, vested in:

ISOLA FINANCIAL, LLC, a Washington limited liability company, NOW KNOWN AS NWBF, LLC, a Washington limited liability company
5. The Land is described as follows:

See Legal Description Exhibit.

This page is only a part of a 2021 ALTA Commitment for Title Insurance issued by Old Republic National Title Insurance Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I – Requirements; and Schedule B, Part II – Exceptions; and a counter-signature by the Company or its issuing agent that may be in electronic form.

SCHEDULE B – PART I

COMMITMENT

REQUIREMENTS

All of the following Requirements must be met:

- A. The Proposed Insured must notify the Company in writing of the name of any party not referred to in this Commitment who will obtain an interest in the Land or who will make a loan on the Land. The Company may then make additional Requirements or Exceptions.
 - B. Pay the agreed amount for the estate or interest to be insured.
 - C. Pay the premiums, fees, and charges for the Policy to the Company.
 - D. Documents satisfactory to the Company that convey the Title or create the Mortgage to be insured, or both, must be properly authorized, executed, delivered, and recorded in the Public Records.
1. Release(s) or Reconveyance(s) of appropriate items.
 2. If any document in the completion of this transaction is to be executed by an attorney-in-fact, the completed Power of Attorney form should be submitted for review prior to closing.
 3. The following requirements must be satisfied with respect to ISOLA Financial, LLC, a Washington Limited Liability Company:
 1. A Copy of the Limited Liability Agreement and any amendments thereto must be submitted for our review.
 2. Proof that the Certificate of Formation has been filed with the Washington State Secretary of State's Office in accordance with statute and that the LLC is in good standing.
 3. All members must sign any conveyance or mortgage document unless the Agreement gives specific authority to one or more members to sign.
 4. The requirement that this company be provided with a suitable Owner's Declaration from the Seller (form ORT 174). The Company reserves the right to make additional exceptions and/or requirements upon review of the Owner's Declaration.

This page is only a part of a 2021 ALTA Commitment for Title Insurance issued by Old Republic National Title Insurance Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I – Requirements; and Schedule B, Part II – Exceptions; and a counter-signature by the Company or its issuing agent that may be in electronic form.

5. The requirement that the Company be provided with a copy of the "rent roll" and "tenant estoppel certificates" for its review.

The Company may have different and/or additional requirements after its review.

6. The requirement that this Company be provided with an opportunity to inspect the land. The Company reserves the right to make additional exceptions and/or requirements upon completion of its inspection.

7. Title is to vest in persons not yet revealed, and when so vested will be subject to matters disclosed by a search of the records against their names.

This page is only a part of a 2021 ALTA Commitment for Title Insurance issued by Old Republic National Title Insurance Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I – Requirements; and Schedule B, Part II – Exceptions; and a counter-signature by the Company or its issuing agent that may be in electronic form.

SCHEDULE B – PART II

COMMITMENT

EXCEPTIONS FROM COVERAGE

Some historical land records contain Discriminatory Covenants that are illegal and unenforceable by law. This Commitment and the Policy treat any Discriminatory Covenant in a document referenced in Schedule B as if each Discriminatory Covenant is redacted, repudiated, removed, and not republished or recirculated. Only the remaining provisions of the document will be excepted from coverage.

The Policy will not insure against loss or damage resulting from the terms and conditions of any lease or easement identified in Schedule A, and will include the following Exceptions unless cleared to the satisfaction of the Company:

- A. Any defect, lien, encumbrance, adverse claim, or other matter that appears for the first time in the Public Records or is created, attaches, or is disclosed between the Commitment Date and the date on which all of the Schedule B, Part I – Requirements are met.
 - 1. (a) Taxes or assessments that are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the Public Records; (b) proceedings by a public agency that may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the Public Records.
 - 2. Any facts, rights, interests, or claims that are not shown by the Public Records at Date of Policy but that could be (a) ascertained by an inspection of the Land, or (b) asserted by persons or parties in possession of the Land.
 - 3. Easements, liens or encumbrances, or claims thereof, not shown by the Public Records at Date of Policy.
 - 4. Any encroachment, encumbrance, violation, variation, easement, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land and not shown by the Public Records at Date of Policy.
 - 5. (a) Unpatented mining claims; (b) reservations or exceptions in patents or in Acts authorizing the issuance thereof; (c) water rights, claims or title to water, whether or not the matters excepted under (a), (b), or (c) are shown by the Public Records.

This page is only a part of a 2021 ALTA Commitment for Title Insurance issued by Old Republic National Title Insurance Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I – Requirements; and Schedule B, Part II – Exceptions; and a counter-signature by the Company or its issuing agent that may be in electronic form.

- 6. Any lien or right to a lien for services, labor, material or equipment unless such lien is shown by the Public Records at Date of Policy.
- 7. Any claim to (a) ownership of or rights to minerals and similar substances, including but not limited to ores, metals, coal, lignite, oil, gas, uranium, clay, rock, sand, and gravel located in, on, or under the Land or produced from the Land, whether such ownership or rights arise by lease, grant, exception, conveyance, reservation, or otherwise; and (b) any rights, privileges, immunities, rights of way, and easements associated therewith or appurtenant thereto, whether or not the interests or rights excepted in (a) or (b) appear in the Public Records or are shown in Schedule B.
- 8. Any private easements/rights in favor of the owners of other lots within the subdivision, which the herein described property is a part of, lying within the former lines of Vacated Park Street.

Ordinance No. 194 recorded [in Official Records under Recording Number 4279610](#).

- 9. An easement affecting that portion of said land and for the purposes stated herein and incidental purposes as provided in the following

Granted To : Town of Snoqualmie
 For : A drainage tile
 Recorded : [September 1, 1961 in Official Records under Recording Number 5325050](#)
 Affects : Easterly portion of premises

- 10. Terms and provisions as contained in an instrument,

Entitled : Waiver and Covenant Not to Sue
 Executed By : Cary LeSarge and Jeanne LeSarge
 Dated : March 13, 1985
 Recorded : [March 14, 1985 in Official Records under Recording Number 8503140423](#)

This page is only a part of a 2021 ALTA Commitment for Title Insurance issued by Old Republic National Title Insurance Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I – Requirements; and Schedule B, Part II – Exceptions; and a counter-signature by the Company or its issuing agent that may be in electronic form.

11. Any rights, easements, interests or claims which may exist or arise by reason of or reflected by the facts shown on the plat of a survey made by Gary L. Van Ness, on December 22, 1997, designated Job No. HENS737, as follows:

A) Encroachment of 1 story frame building unto Schusman Avenue right of way and Park Street right of way

B) Dirt and Gravel Road as located

And recorded December 31, 1997 in Official Records under Recording Number 9712319001.

12. Lien of Real Estate Excise Sale Tax upon any sale of said premises, as established by the Washington State Department of Revenue.

Confirm the current rate by contacting the following prior to closing:

Name of Agency : King County Records and Election Division, Excise Tax Department
Telephone Number : (206) 477-6620

13. 2025 Taxes, a lien, not yet due and payable.

Tax Account No. 784920-0064-09

14. DELINQUENT GENERAL TAXES, PLUS INTEREST AND PENALTY AFTER DELINQUENCY; 1ST HALF DELINQUENT ON MAY 1; 2ND HALF DELINQUENT ON NOVEMBER 1:

For year : 2024
Amount Billed : \$5,481.47
Amount Paid : \$2,740.74
Tax Account No. : 784920-0064-09
Levy Code : 2277

Assessed Valuation

Land : \$152,000.00
Improvement : \$392,000.00

15. Any unrecorded and subsisting leases.

This page is only a part of a 2021 ALTA Commitment for Title Insurance issued by Old Republic National Title Insurance Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I – Requirements; and Schedule B, Part II – Exceptions; and a counter-signature by the Company or its issuing agent that may be in electronic form.

----- Informational Notes -----

A. **NOTICE: FinCEN COMPLIANCE**

Closing the residential purchase and/or issuing title insurance contemplated by this ALTA Commitment report may be subject to compliance with the recently issued Confidential Geographic Targeting Order (GTO) from the US Treasury's Financial Crimes Enforcement Network (FinCEN). The GTO requires Old Republic National Title Insurance Company to report information about certain transactions involving residential property.

FinCEN has the authority to compel this reporting under the USA PATRIOT Act. FinCEN prohibits Old Republic from disclosing the specific terms of the GTO. You may wish to contact the FinCEN Resource Center directly at (800) 767-2825 for more information.

The failure and/or refusal of a party to provide information for a "covered transaction" will preclude Old Republic from closing the transaction and/or issuing title insurance.

B. This company finds no open Deeds of Trust or other Mortgages of public record. Please advise your Title Agent or Escrow Personnel if this information is incorrect.

C. NOTE: According to the public records, there have been no deeds conveying the property described in this report recorded within a period of 36 months prior to the date hereof except as follows:

NONE

NOTE: The last recorded transfer or agreement to transfer the land described herein is as follows:

Instrument	
Entitled	: Trustee's Deed
By/From	: Gary O. Olson
To	: Isola Financial, LLC, a Washington limited liability company
Dated	: June 19, 2012
Recorded	: June 19, 2012 in Official Records under Recording Number 20120619001095

D. Short Term Rate ("STR") does not apply.

This page is only a part of a 2021 ALTA Commitment for Title Insurance issued by Old Republic National Title Insurance Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I – Requirements; and Schedule B, Part II – Exceptions; and a counter-signature by the Company or its issuing agent that may be in electronic form.

- E. NOTE: This report covers land which was identified by street address and/or tax parcel number(s) – assessor’s parcel number(s) when the order was opened.
- F. If you would like the Company to act as Trustee in a proposed Deed of Trust, please note that Old Republic Title, Ltd. may act as Trustee of a Deed of Trust under RCW 61.24.010(1).
- G. All documents must meet the margin and legibility requirements as set forth by the Washington State Legislature under RCW 38-18-010 and RCW 65-04-015. If your documents fail to meet these requirements the County may reject them for recording, which could delay your closing.

Documents for King, Snohomish and Pierce Counties should be delivered to our Lynnwood office at 19020 33rd Ave W #360, Lynnwood WA 98036.

LAST RELEASE TIMES:

<u>E-RECORDING:</u>	<u>REGULAR RECORDING:</u>
King County: Non-Excise Only, 3:25 p.m.	2:25 p.m.
Pierce County: Both Excise and Non-Excise 3:25 p.m.	n/a
Snohomish County: Both Excise and Non-Excise	
3:25 p.m. Monday through Thursday	2:25 p.m.
2:55 p.m. Friday	1:55 p.m.

Transactions that include the payment of excise tax must include the excise tax check payable to Old Republic Title, Ltd.

Please allow sufficient time for your documents to be reviewed and processed. Our last run to King County leaves at 1:40 p.m. Monday through Friday.

- H. Potential charges, for the King County Sewage Treatment Capacity Charge, as authorized under RCW 35.58 and King County Code 28.84.050. Said charges could apply for any property that connected to the King County Sewer Service Area on or after February 1, 1990.

For further information please contact the King County Wastewater Treatment Division at: (206)-296-1450.

cm/MO

This page is only a part of a 2021 ALTA Commitment for Title Insurance issued by Old Republic National Title Insurance Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I – Requirements; and Schedule B, Part II – Exceptions; and a counter-signature by the Company or its issuing agent that may be in electronic form.

- I. NOTE: The ALTA 22 (CLTA 116) may describe the improvements as a Single Family Residence known as 39194 Southeast Park Street, Snoqualmie, WA 98065.

KSS/MO

This page is only a part of a 2021 ALTA Commitment for Title Insurance issued by Old Republic National Title Insurance Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I – Requirements; and Schedule B, Part II – Exceptions; and a counter-signature by the Company or its issuing agent that may be in electronic form.

ORDER NO. : 5226020003

LEGAL DESCRIPTION EXHIBIT

The land referred to is situated in the County of King, City of Snoqualmie, State of Washington, and is described as follows:

Lot 1, Block 4 of [SNOQUALMIE FALLS](#), according to the plat thereof recorded, in Volume 6 of Plats, page 51, records of King County, Washington.

TOGETHER WITH that portion of vacated Park Street lying between Lot 1 in Block 3 and Lot 1 in Block 4 of [SNOQUALMIE FALLS](#), according to the plat thereof, recorded in Volume 6 of Plats, on page 51, records of King County, as vacated by Ordinance No. 194 and recorded under Recording No. [4279610](#);

EXCEPT the West half of the North half thereof.

ALSO EXCEPT that portion of Lot 4, Block 1 for Park Street as located.

SITUATE in the County of King, State of Washington.

ABBREVIATED LEGAL

Portion of Lot 1, Block 4 of [SNOQUALMIE FALLS](#)

Tax Account No. 784920-0064-09

Exhibit I

**AMERICAN LAND TITLE ASSOCIATION
OWNER'S POLICY OF TITLE INSURANCE – 2021**

EXCLUSIONS FROM COVERAGE

The following matters are excluded from the coverage of this policy, and the Company will not pay loss or damage, costs, attorneys' fees, or expenses that arise by reason of:

1. a. any law, ordinance, permit, or governmental regulation (including those relating to building and zoning) that restricts, regulates, prohibits, or relates to:
 - i. the occupancy, use, or enjoyment of the Land;
 - ii. the character, dimensions, or location of any improvement on the Land;
 - iii. the subdivision of land; or
 - iv. environmental remediation or protection.
- b. any governmental forfeiture, police, regulatory, or national security power.
- c. the effect of a violation or enforcement of any matter excluded under Exclusion 1.a. or 1.b.
Exclusion 1 does not modify or limit the coverage provided under Covered Risk 5 or 6.
2. Any power of eminent domain. Exclusion 2 does not modify or limit the coverage provided under Covered Risk 7.
3. Any defect, lien, encumbrance, adverse claim, or other matter:
 - a. created, suffered, assumed, or agreed to by the Insured Claimant;
 - b. not Known to the Company, not recorded in the Public Records at the Date of Policy, but Known to the Insured Claimant and not disclosed in writing to the Company by the Insured Claimant prior to the date the Insured Claimant became an Insured under this policy;
 - c. resulting in no loss or damage to the Insured Claimant;
 - d. attaching or created subsequent to the Date of Policy (Exclusion 3.d. does not modify or limit the coverage provided under Covered Risk 9 or 10); or
 - e. resulting in loss or damage that would not have been sustained if consideration sufficient to qualify the Insured named in Schedule A as a bona fide purchaser had been given for the Title at the Date of Policy.
4. Any claim, by reason of the operation of federal bankruptcy, state insolvency, or similar creditors' rights law, that the transaction vesting the Title as shown in Schedule A is a:
 - a. fraudulent conveyance or fraudulent transfer;
 - b. voidable transfer under the Uniform Voidable Transactions Act; or
 - c. preferential transfer:
 - i. to the extent the instrument of transfer vesting the Title as shown in Schedule A is not a transfer made as a contemporaneous exchange for new value; or
 - ii. for any other reason not stated in Covered Risk 9.b.
5. Any claim of a PACA-PSA Trust. Exclusion 5 does not modify or limit the coverage provided under Covered Risk 8.
6. Any lien on the Title for real estate taxes or assessments imposed or collected by a governmental authority that becomes due and payable after the Date of Policy. Exclusion 6 does not modify or limit the coverage provided under Covered Risk 2.b.
7. Any discrepancy in the quantity of the area, square footage, or acreage of the Land or of any improvement to the Land.

EXCEPTIONS FROM COVERAGE

Some historical land records contain Discriminatory Covenants that are illegal and unenforceable by law. This policy treats any Discriminatory Covenant in a document referenced in Schedule B as if each Discriminatory Covenant is redacted, repudiated, removed, and not republished or recirculated. Only the remaining provisions of the document are excepted from coverage.

This policy does not insure against loss or damage and the Company will not pay costs, attorneys' fees, or expenses resulting from the terms and conditions of any lease or easement identified in Schedule A, and the following matters:

NOTE: The 2021 ALTA Owner's Policy may be issued to afford either Standard Coverage or Extended Coverage. In addition to variable exceptions such as taxes, easements, CC&R's, etc., the Exceptions from Coverage in a Standard Coverage policy will also include the Western Regional Standard Coverage Exceptions listed as 1 through 7 below:

1. (a) Taxes or assessments that are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the Public Records; (b) proceedings by a public agency that may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the Public Records.
2. Any facts, rights, interests, or claims that are not shown by the Public Records at Date of Policy but that could be (a) ascertained by an inspection of the Land, or (b) asserted by persons or parties in possession of the Land.
3. Easements, liens or encumbrances, or claims thereof, not shown by the Public Records at Date of Policy.
4. Any encroachment, encumbrance, violation, variation, easement, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land and not shown by the Public Records at Date of Policy.
5. (a) Unpatented mining claims; (b) reservations or exceptions in patents or in Acts authorizing the issuance thereof; (c) water rights, claims or title to water, whether or not the matters excepted under (a), (b), or (c) are shown by the Public Records.
6. Any lien or right to a lien for services, labor, material or equipment unless such lien is shown by the Public Records at Date of Policy.
7. Any claim to (a) ownership of or rights to minerals and similar substances, including but not limited to ores, metals, coal, lignite, oil, gas, uranium, clay, rock, sand, and gravel located in, on, or under the Land or produced from the Land, whether such ownership or rights arise by lease, grant, exception, conveyance, reservation, or otherwise; and (b) any rights, privileges, immunities, rights of way, and easements associated therewith or appurtenant thereto, whether or not the interests or rights excepted in (a) or (b) appear in the Public Records or are shown in Schedule B.

 OLD REPUBLIC TITLE	
FACTS	WHAT DOES OLD REPUBLIC TITLE DO WITH YOUR PERSONAL INFORMATION?

Why?	Financial companies choose how they share your personal information. Federal law gives consumers the right to limit some but not all sharing. Federal law also requires us to tell you how we collect, share, and protect your personal information. Please read this notice carefully to understand what we do.
What?	<p>The types of personal information we collect and share depend on the product or service you have with us. This information can include:</p> <ul style="list-style-type: none"> Social Security number and employment information Mortgage rates and payments and account balances Checking account information and wire transfer instructions <p>When you are no longer our customer, we continue to share your information as described in this notice.</p>
How?	All financial companies need to share customers' personal information to run their everyday business. In the section below, we list the reasons financial companies can share their customers' personal information; the reasons Old Republic Title chooses to share; and whether you can limit this sharing.

Reasons we can share your personal information	Does Old Republic Title share?	Can you limit this sharing?
For our everyday business purposes — such as to process your transactions, maintain your account(s), or respond to court orders and legal investigations, or report to credit bureaus	Yes	No
For our marketing purposes — to offer our products and services to you	No	We don't share
For joint marketing with other financial companies	No	We don't share
For our affiliates' everyday business purposes — information about your transactions and experiences	Yes	No
For our affiliates' everyday business purposes — information about your creditworthiness	No	We don't share
For our affiliates to market to you	No	We don't share
For non-affiliates to market to you	No	We don't share

	Go to www.oldrepublictitle.com (Contact Us)
--	---

Who we are	
Who is providing this notice?	Companies with an Old Republic Title name and other affiliates. Please see below for a list of affiliates.

What we do	
How does Old Republic Title protect my personal information?	To protect your personal information from unauthorized access and use, we use security measures that comply with federal law. These measures include computer safeguards and secured files and buildings. For more information, visit https://www.oldrepublictitle.com/privacy-policy
How does Old Republic Title collect my personal information?	<p>We collect your personal information, for example, when you:</p> <ul style="list-style-type: none"> • Give us your contact information or show your driver's license • Show your government-issued ID or provide your mortgage information • Make a wire transfer <p>We also collect your personal information from others, such as credit bureaus, affiliates, or other companies.</p>
Why can't I limit all sharing?	<p>Federal law gives you the right to limit only:</p> <ul style="list-style-type: none"> • Sharing for affiliates' everyday business purposes - information about your creditworthiness • Affiliates from using your information to market to you • Sharing for non-affiliates to market to you <p>State laws and individual companies may give you additional rights to limit sharing. See the State Privacy Rights section location at https://www.oldrepublictitle.com/privacy-policy for your rights under state law.</p>

Definitions	
Affiliates	<p>Companies related by common ownership or control. They can be financial and nonfinancial companies.</p> <ul style="list-style-type: none"> • Our affiliates include companies with an Old Republic Title name, and financial companies such as Attorneys' Title Fund Services, LLC, Lex Terrae National Title Services, Inc., and Mississippi Valley Title Services Company
Non-affiliates	<p>Companies not related by common ownership or control. They can be financial and non-financial companies.</p> <ul style="list-style-type: none"> • Old Republic Title does not share with non-affiliates so they can market to you
Joint marketing	<p>A formal agreement between non-affiliated financial companies that together market financial products or services to you.</p> <ul style="list-style-type: none"> • Old Republic Title doesn't jointly market.

Affiliates Who May be Delivering This Notice				
American First Title & Trust Company	American Guaranty Title Insurance Company	Attorneys' Title Fund Services, LLC	Compass Abstract, Inc.	eRecording Partners Network, LLC
Genesis Abstract, LLC	Guardian Consumer Services, Inc.	iMarc, Inc.	L.T. Service Corp.	Lenders Inspection Company
Lex Terrae National Title Services, Inc.	Lex Terrae, Ltd.	Mississippi Valley Title Services Company	Old Republic Branch Information Services, Inc.	Old Republic Diversified Services, Inc.
Old Republic Escrow of Vancouver, Inc.	Old Republic Exchange Company	Old Republic Title and Escrow of Hawaii, Ltd.	Old Republic National Title Insurance Company	Old Republic Title Company
Old Republic Title Company of Conroe	Old Republic Title Company of Nevada	Old Republic Title Company of Oklahoma	Old Republic Title Company of Oregon	Old Republic Title Company of St. Louis
Old Republic Title Information Concepts	Old Republic Title Insurance Agency, Inc.	Old Republic Title, Ltd.	RamQuest Software, Inc.	Republic Abstract & Settlement, LLC
Sentry Abstract Company	Surety Title Agency, Inc.	Trident Land Transfer Company, LLC		

Item 1.



This map/plat is being furnished as an aid in locating the herein described land in relation to adjoining streets, natural boundaries and other land, and is not a survey of the land depicted. Except to the extent a policy of title insurance is expressly modified by endorsement, if any, the company does not insure dimensions, distances, location of easements, acreage or other matters shown thereon.





City Clerk

Gretchen Garrett
38624 SE River Street | P.O. Box 987
Snoqualmie, Washington 98065
(425) 888-1555 Ext. 1123 | www.snoqualmiewa.gov

February 24, 2025

Dean Williams
Johns Monroe Mitsunaga Kolouskova, PLLC
11201 SE 8th St, Suite 120
Bellevue, WA 98004

RE: Petition for Vacation of Right of Way

Dear Mr. Williams,

Thank you for providing the information verifying that NWBF, LLC owns tax parcel number 7849200064. RCW 35.79.010, requires that the petition be signed by the "owners of more than two-thirds of the property abutting upon the part of such street ... sought to be vacated." Using the legal description of the area sought to be vacated provided in the Petition for Vacation, the "more than two-thirds" minimum owner participation has not been met. For this reason, the hearing on the Petition to Vacate will not be scheduled.

Thank you,

A handwritten signature in black ink, appearing to read "G. Garrett", is written over the typed name.

Gretchen G. Garrett
Deputy City Clerk
City of Snoqualmie
(425) 505-3930 (cell)
ggarrett@snoqualmiewa.gov

JohnsMonroe MitsunagaKoloušková PLLC

Darrell S. Mitsunaga
Duana T. Koloušková
Vicki E. Orrico
Patricia M. Army
Dean Williams
Peter Durland

Via Email

City of Snoqualmie
City Council
38624 SE River Street
Snoqualmie, WA 98065

March 4, 2025

Re: Supplemental Materials: **Petition for Vacation of Right of Way, Tax Parcel Number 7849200064**

Dear City Clerk:

We write in response to the City’s February 24, 2025 letter refusing to schedule a hearing on our Petition for Vacation. The City is under the mistaken belief that NWBF has not satisfied the two-thirds ownership requirement. Since the City Attorney is clearly involved in evaluating NWBF’s petition, we also feel the time is warranted to express the reasons why NWBF also believes that a vacation is a foregone conclusion.

Two-Thirds Requirement: The relevant provision states: “if the petition is signed by the owners of more than two-thirds of the property abutting upon the part of such street or alley sought to be vacated.” RCW 35.79.010. Since the City has not explained its decision, NWBF can only presume the City is referring to its own, abutting ownership, of the property east of the platted Schusman Avenue. Reliance on this ownership is a mistake.

NWBF is the only property owner abutting the land it seeks to vacate, other than the City of Snoqualmie itself. And, simply put, the City’s ownership does not count towards the two-thirds calculation. This question was resolved in *Ponischil v. Hoquiam Sash & Door Co.*, 41 Wash. 303, 305, 83 P. 316 (1906). In this case, parties challenged whether the two-thirds requirement had been met. The Court concluded: “The petition was signed by the owners of all private property actually abutting upon the portion of said street sought to be vacated, and was therefore sufficient, under the requirements of section 1 of said act.” *Id.* The two-thirds requirement does not take into account publicly owned property. This interpretation was repeated in *Smith v. City of Centralia*, 55 Wash. 573, 576, 104 P. 797 (1909) (“more than two-thirds of the private property”).

This only makes sense, given that the very public entity from which a property owner seeks vacation cannot be expected to create such a glaring conflict of interest in such a proceeding by signing the petition themselves. Additionally, if the statute were to be interpreted to include public property, then the rights of way abutting the area sought to be vacated would also count towards the two-thirds requirement. Clearly, this is not the case. As NWBF is the *only* property owner abutting the relevant right of way whose signature matters, the petition is signed by 100% of the relevant owners.

There are also two areas in question, Schusman Avenue and Park Street. Since the City has chosen not to explain its reasoning, NWBF does not know whether the City is objecting to one or the other.

Clearly, when it comes to Park Street abutting the property, NWBF is the only possible owner. If the City insists on this position, NWBF will simply bifurcate its petition, giving the City no choice but to proceed with at least part of its request. However, as we have already explained, NWBF believes that the King County Assessor's records are in error regarding Park Street, and no ordinance has been discovered even dedicating the relevant area to the City. Thus, we're simply asking the City to accept the facts and make this official, for the public record.

Title to the Area of Schusman Avenue Already Lies with NWBF: We intended to raise this at the hearing, having filed the petition with the best of intentions to pay the City for the value of the area in settlement of a dispute of the City's own making. However, since the City is apparently taking an unnecessarily adverse position towards NWBF's petition, there is no reason to wait.

The area of Schusman Avenue automatically vacated and vested in NWBF's predecessors in 1895 under the non-user statute. The Non-User Statute, originally passed by the state legislature in 1890, and now codified at RCW 36.87.090, provides:

Any county road, or part thereof, which remains unopen for public use for a period of five years after the order is made or authority granted for opening it, shall be thereby vacated, and the authority for building it barred by lapse of time...

Although the Non-User Statute only operates to vacate county roads, roads within city limits may still be eligible for the statutory vacation if the land was annexed to a city after the relevant 5-year period of non-use. Here, Schusman Avenue was dedicated by plat in 1890, and since the Town of Snoqualmie was not incorporated until 1903, the relevant area automatically vested in NWBF's predecessors by 1895. Very likely, the parties knew this when they constructed a building in 1940. If the City does not process NWBF's petition and formalize a vacation, NWBF will file suit for quiet title.

NWBF chose this less contentious path in the hopes of explaining this situation to City Council on mutually beneficial terms. NWBF would be willing to pay the value of the land in exchange for the City recognizing that these rights have already vested with regard to Schusman Avenue. NWBF was inspired to pursue this path by an extraordinarily relevant Code from the City of Snohomish.

Although the nonuser statute applies without regard to the City's street vacation process under Ch. 35.79 RCW, property owners who abut a street vacated under the nonuser statute may nonetheless apply to the City to "formally" vacate the street by ordinance. Abutting property owners may use this method to clear title to right-of-way vacated under the nonuser statute rather than filing a quiet title action in Superior Court, which can be more costly and cumbersome than the street vacation ordinance process. Accordingly, the City will consider petitions to formally vacate streets or alleys that have been vacated by operation of the nonuser statute, if said streets or alleys were dedicated and unopened as county roads for five years prior to the 1909 proviso and if the City has not acquired said streets or alleys by prescription /adverse possession, purchase, eminent domain, or other means. The burden shall be on the property owner requesting vacation to provide all necessary title and historical information to the City to demonstrate that the nonuser statute operates to vacate the subject property.

City of Snoqualmie

March 4, 2025

Page | 3

Item 1.

Snohomish Municipal Code 12.48.050(D). This Code is an eminently reasonable way to resolve the present situation. However, if the City prefers the more onerous procedure of litigation, NWBF will have no choice.

We respectfully request the City reconsider its unwarranted refusal to schedule a hearing for NWBF's petition.

Sincerely,



Dean Williams

Direct Tel: (425) 467-9967

Email: williams@jmmklaw.com

Reviewed and Approved by:

/s/Stephen DeShazo

Stephen DeShazo

In-House Counsel

steve.deshazo@isolahomes.com

7525 SE 24th St., Ste. 487

Mercer Island, WA 98040

JohnsMonroe MitsunagaKoloušková PLLC

Darrell S. Mitsunaga
Duana T. Koloušková
Vicki E. Orrico
Patricia M. Army
Dean Williams
Peter Durland

Via Email

City of Snoqualmie
City Council
38624 SE River Street
Snoqualmie, WA 98065

April 7, 2025

Re: Additional Materials: **Petition for Vacation of Right of Way, Tax Parcel Number 7849200064**

Dear City Clerk:

We thank you for the opportunity to present our case at the upcoming hearing. As you have already been informed, NWBF’s position is that we have title to the relevant area we are requesting a vacation of already. This memo clarifies and supplements our position. We presume that the materials we have already provided will be part of the package given to City Council ahead of the hearing, including the Petition, exhibits thereto, and supplemental materials provided to the City Clerk.

Park Street. No further rights or vacation is necessary regarding Park Street. Since our Petition to the City, we received additional information confirming that King County considers the 1919 survey of Park Street to be the official survey. *See Att. Hearing Exh. A* (with links). Hence, the 1997 survey is wrong, the actual location of Park Street is further south, and the home does not encroach on Park Street. *See Petition Att. C*. The surveyor from 1997 could not find a legal description for Park Street, and so it is noted on the survey that they relied on the mapping from the King County Assessor’s office. *See Petition Att. B* (“No information could be recovered for the curve data of Park Avenue going through lots 1 and 2 in block 4; the curve data wa developed from the record information as shown on tax assessor’s . . .”). As we know, the King County Assessor’s mapping is not always perfect, which is why surveyors prefer to rely on legal descriptions and other data. However, the King County Roads Services Division maintains maps for public roads, and that is where the 1919 survey on the actual location of Park Street we found comes from. *See Att. Hearing Exh. A*. This survey was attached to our Petition as Attachment C.

As you can see, when compared with the 1997 survey, the actual location of the road is further south, which avoids orphaning a portion of the subject parcel south of Park Street. *Compare Petition Att. B and C*. It also aligns with the actual location of Park Street, south of improvements maintained by the owners of parcels on the north side. *See Att. Hearing Exh. D*. We’ve contacted the King County Assessor’s office so they can update their mapping based on this survey. As a result of this discovery, we no longer require the City Council to formalize a vacation of Park Street in this area. However, as already noted, we have been unable to locate any record of dedication for Park Street to King County or to the City. While the relevant period of adverse possession by the public has certainly run, that would only apply to the area that has actually been used. As part of this process, NWBF is happy to execute a formal dedication for Park Street as

shown on the 1919 survey to perfect the City’s records. We agree to the City Council making this a condition of the vacation approval for Schusman Avenue.

Schusman Avenue. The City Council has authority to vest title to this area in the petitioner, regardless of any arguments we may make, and given the century-plus history, we believe that doing so is right and just. Doing so is also in the public interest because it sets a precedent that, in lieu of litigating the lawfulness of decades old structures, the City is willing to honor its tradition and history. The only public purpose necessary to approve this petition is that, honor and tradition. NWBF is also offering to formalize the dedication of Park Street, including areas that are yet unused by the City, and hence, there are additional public benefits being offered.

Pursuant to Chapter 35.79 RCW, the City Council has authority to vacate public rights of way. *See London v. City of Seattle*, 93 Wn.2d 657, 661, 611 P.2d 781 (1980) (“A city may vacate a public street and extinguish the public easement therein by following the procedures set forth in RCW 35.79.”). NWBF has demonstrated compliance with sufficiency of the Petition under RCW 35.79.010 in its prior submittals. Vacation of a street must be based on some element of public use. *London*, 93 Wn.2d at 661 (citation omitted). “The legislative body is the proper entity to weigh public benefit.” *Id.* There is a presumption that such an ordinance is enacted for a public purpose. *Id.* Here, the public benefit or use is met by, (1) the need to recognize the injustice of requiring demolition of a 100+ year-old structure, (2) the avoidance of costly litigation, and (3) obtaining the dedication of Park Street as a condition of approval, should additional improvements or expansion of the same be required in the future.

With regard to compensation, the City Council’s authority to require compensation is permissive. *Greater Harbor 2000 v. City of Seattle*, 132 Wn.2d 267, 282, 937 P.2d 1082 (1997). NWBF is offering to pay the value of the vacated right of way as a condition of approval, even though NWBF’s position is that it already owns the relevant area. However, should the City Council believe that it is just and proper, the City Council does not have to require this compensation. Additionally, given the offer of dedicating additional Park Street right of way that the City has no record title to, this can be deemed appropriate compensation.

As Council is aware, NWBF has made the case that title to the respective area is already vested in NWBF, LLC by way of the Ballinger Code, and specifically, what is referred to as the non-user statute. While proving a negative is always difficult, particularly when so far removed in time, we believe we have ample evidence that the area in question was not opened as a public right of way during the relevant period.

First and foremost, the City permitted a building to be constructed over the right of way in 1938. *See Att. Hearing Exh. B. and B.1.* This is itself evidence that the City did not believe the Schusman Avenue right of way belonged to the City at that time. It took over 80 years for someone at the City to claim otherwise.

The Non-User Statute, originally passed by the state legislature in 1890, and now codified at RCW 36.87.090, provides:

Any county road, or part thereof, which remains unopen for public use for a period of five years after the order is made or authority granted for opening it, shall be thereby vacated, and the authority for building it barred by lapse of time...

The Code was later amended in 1909 to exclude platted rights of way, but the Courts determined this could not be applied retroactively to areas that had already been vested in abutting property owners. *See Leonard v. Pierce Cnty.*, 116 Wn. App. 60, 65, 65 P.3d 28 (2003). Although the Non-User Statute only operates to vacate county roads, roads within city limits may still be eligible for the statutory vacation if the land was annexed to a city after the relevant 5-year period of non-use. Here, Schusman Avenue was dedicated by plat in 1890, and since the Town of Snoqualmie was not incorporated until 1903, the relevant area automatically vested in NWBF’s predecessors by 1895.

About 130 years have passed since Schusman Avenue would have been vacated by the non-user statute. And while courts have consistently held that the burden of demonstrating that a street remained unopened for the statutory period (during the requisite timeframe) rests on the proponent of the claim, NWBF has such proof, in addition to the City allowing a building to be constructed on the parcel in 1938. *See Brokaw v. Town of Stanwood*, 79 Wash. 322, 325–26, 140 P. 358 (1914); *John Robinett Pension Plan & Tr. v. City of Snohomish*, 76214-1-I, 2018 WL 418907, at *3 (Wash. Ct. App. Jan. 16, 2018).

We have scoured the available records and found a photo of the relevant building from 1940. *See Att. Hearing Exh B*. This photo clearly shows the building that today is the existing single-family home on the property. *Att. Hearing Exh. B.1*. There are trees immediately behind the building. Our consulting arborist avers that these trees are at least 40-60 years old, and hence, they germinated between 1880 and 1900. *See Att. Hearing Exh C*. Given this, there is a preponderance of evidence to support the argument that there was not a public right of way through this property, along the platted Schusman Avenue, between 1889 and 1895, since these trees would have interfered with such a road, which means that the area automatically vacated to the property owner. Undoubtedly, this is why the City allowed the property owner to build the structure in 1938. While not dispositive, there is also no evidence to the contrary, no evidence to suggest that the relevant area was cleared and used for public travel before the construction of the home in 1938.

We respectfully request the City Council approve the vacation of Schusman Avenue, abutting the relevant parcel as describe in the Petition. We welcome a condition requiring the dedication of Park Street as a part of this vacation.

Sincerely,



Dean Williams

Direct Tel: (425) 467-9967

Email: williams@jmmklaw.com

Reviewed and Approved by:

/s/Stephen DeShazo

Stephen DeShazo
In-House Counsel

City of Snoqualmie
April 7, 2025
Page | 4

Item 1.

steve.deshazo@isolahomes.com
7525 SE 24th St., Ste. 487
Mercer Island, WA 98040

Hearing Exhibit A

From: [Bill Moffet](#)
To: [Dean Williams](#)
Subject: Fw: Information from the King County Roads Map and Record Center
Date: Thursday, April 3, 2025 2:50:12 PM
Attachments: [image002.png](#)

----- Forwarded Message -----

From: Jones, Jess (She/Her) <jjones@kingcounty.gov>
To: b.moffet <b.moffet@yahoo.com>
Sent: Thursday, April 3, 2025 at 02:36:33 PM PDT
Subject: Information from the King County Roads Map and Record Center

Hello Bill,

Thank you for your calls inquiring on any available records related to Park Ave in Snoqualmie. I have searched the [King County Road Services' Map Vault](#) and pasted the relevant results below. (You'll see the survey you located is listed last.) You can click to download a PDF version of the records.

Please note that these records are maintained by the King County Road Services Division's Map and Record Center as the office of record for the King County Road Engineer pursuant to RCW 36.80.

Showing result 1-9 of 9 Results per page 10 25 50

Project/map name ↑	Map number	Roads	Map year	Survey number	S-T-R
MAP OF THE TOWN OF SNOQUALMIE IN 1929	31-54	BRUCE ST RAILROAD BLVD MAPLE AVE FIR ST CEDAR ST KING ST RIVER ST SILVA ST OLMSTEAD ST DOONE ST FALLS AVE PARK AVE NEWTON ST ALPHA ST EUCLID AVE BETTA ST GAMMA ST DELTA ST	1929	n/a	
OFFICIAL ROUTE OF STATE HIGHWAY THROUGH SNOQUALMIE	31-54	MAPLE AVE KING ST RIVER ST SILVA ST OLMSTEAD ST PARK ST NEWTON ST FIR ST FALLS AVE GAMMA ST DOONE ST DELTA ST BETTA ST BRUCE ST ALPHA ST	1929	n/a	30 24 8 31 24 8 32 24 8
PLAT OF THE MAPLES ON THE SNOQUALMIE	22-3	ORCHARD DR MEADOW DR PARK DR MAPLE DR RIVER DR	1949	n/a	9 23 8 10 23 8 16 23 8

REPLAT OF THOSE RESERVES IN THE PLAT OF SNOQUALMIE FALLS	25-79B	NEWTON ST PARK ST PARK AVE FALLS AVE EUCLID AVE ALPHA ST	1907	n/a	
UNKNOWN SURVEY OF ROADS NEAR SNOQUALMIE RIVER AND TOKUL CREEK	10-32	CEDAR ST NORTH BEND RD HEMLOCK ST FIR ST 1 ST 2 ST 3 ST 4 ST 5 ST 6 ST MAIN ST RD NO 301 RD NO 99 RD NO 61 RD NO 122 RD NO 950 RD NO 909 CHAS THRESHER RD PARK AVE H RIEF RD STOREY RD GUSTIN NORMAN BRIDGE RD NORMAN BRIDGE RD SIDNEY ST BENDIGO ST BENEGO ST BALLARAT ST SNOQUALMIE NORTH BEND RD REDDING RD PARK ST ALPHA ST BETTA ST GAMMA ST DELTA ST FALLS AVE RAILROAD BLVD MAPLE BLVD NEWTON ST RIVER ST KING ST DOONE ST OLMSTEAD ST SILVA ST BRUCE ST MAPLE ST PINE ST WC WEEKS RD RE NYE RD AJ FOSTER RD WT GARDNER RD JA LEACH RD DG REINIG RD	1949	n/a	19 24 8 20 24 8 30 24 8 29 24 8 31 24 8 32 24 8 33 24 8 28 24 8 34 24 8 5 23 8 4 23 8 3 23 8 9 23 8 10 23 8 15 23 8 11 23 8 14 23 8 22 23 8 23 23 8 27 23 8 26 23 8 34 23 8 3 22 8
SNOQUALMIE RD SURVEY 1525	9-24	RIVER ST SNOQUALMIE RD RAILROAD BLVD PARK ST NEWTON ST KING ST FALLS AVE EUCLID AVE	1919	1525	31 24 8

Thank you again for contacting us with this question. Please do let us know if there is anything else we can do to assist you now or in the future.

Regards,

Jess Jones ([she/her](#))
 Assistant Public Records Officer
 & Records Management Project Manager
 desk: 206-477-7635
jjones@kingcounty.gov



Hearing Exhibit B.1

EXTERIOR
Corrugated Iron

CONSTRUCTION	Frame - Single - Med
MISCELLANEOUS	5 Outlets
7 CONDITION: EXTERIOR	Good
8 MAIN SUPPORT COLUMN	6 x 6
9 FIRST FLOOR JOIST	2x8 18
10	Finished BUILDING
11 GROSS INCOME \$	EXPENSE \$
12 DEPRECIATION: COND.	0 % OBSLSE.
YEAR BUILT	1938
EFFECTIVE AGE	0
DIMENSIONS	35 x 50 x

Item 1.

ON
m-Conc Blk

ed Iron



SNOQUALMIE CITY COUNCIL
Hearing: April 14, 2025 at 6PM
With Oral Argument

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25

Hearing Exhibit C

BEFORE THE COUNCIL OF THE CITY OF SNOQUALMIE
IN AND FOR THE COUNTY OF KING

NWBF, LLC, dba Northwest Builders Finance
and fka Isola Financial, LLC

Appellant,

v.

CITY OF SNOQUALMIE

Respondent

Resolution NO. 1710

DECLARATION OF ROBERT LAYTON IN
SUPPORT OF APPELLANT’S MOTION TO
VACATE RIGHT OF WAY ABUTTING TPN
784200064

I, Robert Layton, declare:

1. I am a ISA Certified Arborist (#PN-2714A), a registered member of the American Society of Consulting Arborists (ASCA), Registered Consulting Arborist #670, and owner of Layton Tree Consulting LLC which I have operated since 2019. I am an expert in tree inventory, tree risk assessment and tree protection services as a part of my consulting arborist services. I graduated with a degree in Forestry in 1988 from Paul Smiths College and ASCA’s Tree Academy in 2013. I am over age 18 and am competent to be a witness. I am making this declaration based on facts within my own personal knowledge.

2. I have reviewed a picture taken of the Property in 1940 (**Exhibit A**).

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25

3. Based on the image in Exhibit A, I have identified two of the trees located behind the structure on the Property, between the house and the river. From the shape, structure, branches, location visible in the image, it is my professional opinion that the two trees labeled “1” and “2” in Exhibit A are Bigleaf Maples, *Acer macrophyllum* (the “Maples”). A third tree (labeled “3”) also looks like a Big Leaf Maple but I can’t be sure about that one.

4. Furthermore, based on the size of the Maples and the growth rate of bigleaf maples in western Washington, the Maples labeled “1” and “2” appear to be between 40 and 60 years old at the time the picture was taken (evidently April 10th, 1940). Based on the date of the picture and size and age of the Maples, it is my opinion that the trees had been in place on or near the Property since 1880-1900.

I declare under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

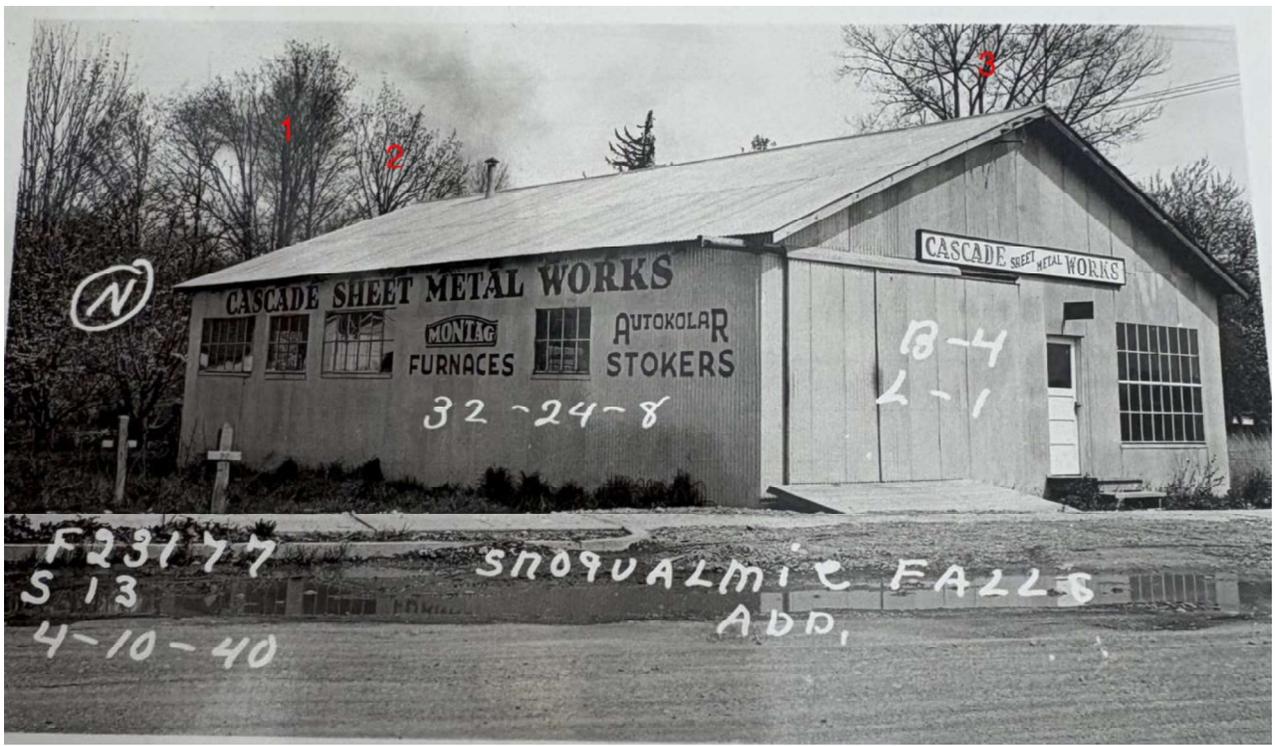
DATED this 5th day of April, 2025, in Snohomish, Washington.

Signed by:

B8DFCD43E491407...
Robert Layton
bob@layontreeconsulting.com
Layton Tree Consulting, LLC

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25

EXHIBIT A





The information included on this map has been compiled by King County staff from a variety of sources and is subject to change without notice. King County makes no representations or warranties, express or implied, as to accuracy, completeness, timeliness, or rights to the use of such information. This document is not intended for use as a survey product. King County shall not be liable for any general, special, indirect, incidental, or consequential damages including, but not limited to, lost revenues or lost profits resulting from the use or misuse of the information contained on this map. Any sale of this map or information on this map is prohibited except by written permission of King County.

Date: 4/7/2025

Notes:



King County



17 March 2025

STAFF MEMO

SUBJECT: 39192 SE Park St Right of Way (ROW) vacation request

Staff have reviewed the petition for ROW vacation request from NWBF, LLC. This staff report is intended to identify City priorities at and near the proposed property.

The property in question, located at 39194 Park Ave (Parcel 7849200064), is located within the proposed Snoqualmie Rivertrail/Riverwalk. The Snoqualmie Rivertrail, also known as the Riverwalk, is a proposed trail system linking the Snoqualmie Falls and the Snoqualmie Valley Trail (At Reinig Bridge). The Riverwalk Plan involves a combination of private property acquisitions and existing City owned property which would be redeveloped into the trail. The majority of the private property acquisitions, and the primary focus since inception, has been the properties along Park Ave SE between the Meadowbrook Bridge and Downtown Snoqualmie.

As the petition acknowledges this property is part of the City's riverfront property acquisitions associated with the Rivertrail Master Plan. The City uses a variety of grants and local funding agreements to make these acquisitions. As with all other acquisition efforts the City would be required to follow policy and easement requirements associated with the funding organization's requirements (such as conservation easements and purchase price- appraisal rules). This property is adjacent to City owned property, is within what is considered the high priority restoration area, and is along a proposed main portion of future Rivertrail sections. Because of these attributes this property would be ranked high for acquisition efforts and likely higher ranked than originally scored in 2015 at the drafting of the plan.

At this time there are two construction projects planned with the City's Six Year CIP that are implementing the Rivertrail concept. One of these projects is located directly adjacent to the proposed property site. At this time, the project titled 'Rivertrail: Arboretum' will construct a trail and assorted improvements in the existing open space currently owned by the City. The property, including the vacation requested area, would be included in this phase of the Rivertrail if the City has control/ownership.

In addition to the Rivertrail improvements at the site, the City has also implemented floodway overlay zoning. This site is located in both the floodway and the flood plain this zoning restriction applies. This zoning effort is designed to reduce the impacts of floods

which is described in [SMC 15.12.010](#): "...periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety and general welfare.". The intention of these zoning efforts isn't to rarify or increase value of property but to reduce the negative externalities caused by their existing us.

Sincerely,

Dylan Gamble
CIP Manager

April 7, 2025

City Council
City of Snoqualmie
38624 SE River Street
Snoqualmie, WA 98065

RE: NWBF, LLC - Street Vacation Hearing April 14, 2025

Dear City Council:

The following information is sent for your consideration regarding the Petition for Street Vacation submitted by NWBF, LLC (“Petition”). This letter along with materials submitted by Dylan Gamble, Capital Improvement Plan Manager for City of Snoqualmie are offered in support of our recommendation that the City Council deny the request for street vacation.

Council Authority. The City Council has legislative authority over street vacations. Chapter 35.79 RCW, *Banchemo v. City Council of City of Seattle*, 2 Wn. App. 519, 523, 468 P.2d 724 (1970). Petitions for street vacations must be signed by private owners of 2/3rds of the land adjacent to the subject public right-of-way, a public hearing is required, approval may be granted in whole or in part, and approval must be in the form of an ordinance RCW 35.79.030.

Council may only vacate a street when done for a public purpose or use. *London v. City of Seattle*, 93 Wn. 2d 657, 664, 611 P.2d 781 (1980). Washington courts have acknowledged that a city council is the proper entity to weigh public benefit of streets in their city. *Id.* at 662. Public use or purpose should be considered broadly. Streets are dedicated to the public use, pertain to the exercise of a governmental function, and are held for the benefit of the public. *Yarrow First Assocs. v. Town of Clyde Hill*, 66 Wn. 2d 371, 375–76, 403 P.2d 49 (1965). A street may be vacated when “it is no longer required for public use; or when its use as a street is of such little public benefit as not to justify the cost of maintaining it; or when it is desired to substitute a new and different way more useful to the public.” *Young v. Nichols*, 152 Wash. 306, 308, 278 P. 159 (1929).

NWBF seeks to vacate Schusman Avenue adjacent to its Lot 1, Block 4 of the 1890 Plat of Snoqualmie Falls (“Lot 1/Block 4”). In NWBF’s attorney’s letter to the City Council dated March 4, 2025, NWBF was blunt about their intentions and said that if the City Council does not “formalize a vacation, NWBF will file suit for quiet title.” The action before the City Council,

however, is a street vacation. Defending against NWBF’s quiet title action to take ownership of Schusman Avenue will come during that litigation.

We assume NWBF will assert the “nonuser statute” in its quiet title action as is argued in its March 4 letter. For now, we add for Council’s information that case law holds that the owner asserting the nonuser statute must prove that the road was unopened for public use during the period in question, and that the public does not have to take physical possession of the road for it to have been open for public use.

Factual Background. NWBF explained in its Petition that it obtained title to Lot 1/Block 4 by foreclosing on a Deed of Trust. (Attachment 1 and 2). The Deed of Trust and NWBF’s deed are in the name of ISOLA Financial LLC; NWBF operated under that name until 2016 (Attachment 3).

The right-of-way NWBF seeks to vacate was dedicated to the public using the following language in the 1890 Plat of Snoqualmie Falls (Attachment 4):

Know all men by these presents, that the Snoqualmie Land and Improvement Company, a corporation, existing under the laws of the State of Washington, and being the owner in fee simple of the lands in King County, State of Washington, particular described ... does hereby declare this plat of the township of Snoqualmie Falls, and **does hereby dedicate to the use of the public forever, all streets and alleys, shown on said plat.** (emphasis added)

NWBF’s land includes an area previously vacated by the Town of Snoqualmie in 1910 under Ordinance No. 124 (Attachment 5 and 6). No portion of Schusman Avenue adjacent to Lot 1/Block 4 was vacated by Ordinance No. 124. NWBF argues that “this area should have been vacated to the Property.” Petition at 4. The plain language used in Ordinance No. 124 shows, however, that this was not the case. Ordinance No. 124 expressly vacated Schusman Avenue adjacent to Lot 1/**Block 3**, but not Lot 1/Block 4.

NWBF claims as fact that the City allowed and permitted construction of a structure in 1940 and issued subsequent “multiple” permits. Petition at 4. No documents were attached to support these claims. There are no permits for the initial construction of the structure, and no evidence that the City knew the structure was built within Schusman Avenue rather than within Lot 1/Block 4.

Recommendation. As explained in Dylan Gamble’s material, the City continues to have a public use for Schusman Avenue. For this reason, the recommendation is that Council deny the petition to vacate because there continues to be a public use for the area as it exists as public right-of-way.

Conditions of Approval for Street Vacation. If Council decides to grant the street vacation, in whole or in part, we recommend three (3) conditions be included in the ordinance.

1. Prior to the street vacation being effective, submit to Council for Council approval a legal description and survey by a licensed surveyor of the area NWBF seeks to have vacated in the Petition. Include in the survey Park Street, Schusman Avenue, and Lots 1 – 8 in Block 4 of the Plat of Snoqualmie Falls (Volume 6 of Plats, Page 51, K.C.).

This information is necessary to provide Council with a clear understanding of what is being vacated. NWBF included the following legal description in the Petition of the area they seek to have vacated:

All right of way East of Lot 1, Block 4, Plat of Snoqualmie Falls as per plat recorded in Volume 6 of Plats, Page 51, records of King County, less area dedicated for Park Street right of way, as reflected in survey by Harry Thompson dated July 22, 1919.

NWBF’s legal description relies on a 1919 unrecorded survey that conflicts with a survey recorded in 1997 (Attachments 7 and 8). Current aerial photographs show Park Street aligning with the 1997 survey depiction. (Attachment 9). The 1919 survey includes Park Street as larger portions of platted lots 3, 4, 5, 6, 7, and 8 than does the 1997 survey. NWBF provides no survey information to Council regarding the actual physical location of Park Street in relationship to the 1919 survey. Instead, NWBF says that “On information and belief” Park Street is built within the 1919 survey. NWBF also did not provide Council with any depiction of its legal description.

In its Petition, NWBF offers to trade the City portions of Schusman Avenue for portions of Park Avenue that NWBF asserts the City does not own (within Lot1/Block 4). Petition at 4. Again, the action before the City Council is a street vacation. Defending against a quiet title action to take ownership of Schusman Avenue and Park Avenue will come during litigation.

2. Prior to the street vacation being effective, submit to Council for Council approval a third-party peer review, an appraisal performed by an MAI qualified appraiser of 100% of the value of the area to be vacated.

State statute provides that if the area to be vacated has been part of the public right-of-way for 25 years or more, then the petitioners must pay 100% of the value of the area to be vacated.

RCW 35.79.030 ... If the legislative authority determines to grant the petition or any part thereof, such city or town shall be authorized and have authority by ordinance to vacate such street, or alley, or any part thereof, and the ordinance may provide that it shall not become effective until the owners of property abutting upon the street or alley, or part thereof so vacated, **shall compensate such city or town in an amount which does not exceed one-half the appraised value of the area so vacated.**

If the street or alley has been part of a dedicated public right-of-way for **twenty-five years or more**, ..., the city or town may require the owners of the property abutting the street or alley to **compensate the city or town in an amount that does not exceed the full appraised value of the area vacated**. ... (emphasis added)

3. In the ordinance granting the street vacation, reserve for the City an easement and the right to grant easements for public utilities and services.

RCW 35.79.030 ... The ordinance may provide that the city retain an easement or the right to **exercise and grant easements in respect to the vacated land for the construction, repair, and maintenance of public utilities and services**. (emphasis added)

I will be available during the public hearing to answer any questions.

Very Truly Yours,

Madrona Law Group, PLLC



Kim Adams Pratt

ATTACHMENT #1

RETURN TO:

Isola Financial, LLC
450 Shattuck Ave South
Suite 201
Renton, WA 98057



20091209001381

OLD REPUBLIC T DT 66.00
PAGE-001 OF 004
12/09/2009 15:01
KING COUNTY, WA

DEED OF TRUST

(For Use In The State of Washington Only)

THIS DEED OF TRUST, made this 7th day of DECEMBER, 2009, between RICHARD CLARK and KAREN CLARK, husband and wife, GRANTOR, whose address is 39170 SE Park Street, Snoqualmie 98065, FIRST AMERICAN TITLE INSURANCE COMPANY, a California corporation, TRUSTEE, whose address is 818 Stewart Street, Suite 800, Seattle, WA 98101, and ISOLA FINANCIAL, LLC, a Washington Limited Liability Company, BENEFICIARY, whose address is 450 Shattuck Avenue South, Suite 201, Renton WA 98057.

WITNESSETH: Grantor hereby bargains, sells, and conveys to Trustee in Trust, with power of sale, the following described real property in King County, Washington:

Lot 1, Block 4 of SNOQUALMIE FALLS, according to the plat thereof recorded in Volume 6 of Plats, page 51, records of King County, Washington,

TOGETHER WITH that portion of vacated Park Avenue lying between Lot 1 in Block 3 and Lot 1 in Block 4 of SNOQUALMIE FALLS, as per plat recorded in Volume 6 of Plats, on page 51, records of King County;

EXCEPT the West half of the North half thereof.

OLD REPUBLIC TITLE LTD.

07-81386-1

SITUATE in the County of King, State of Washington

MC 166

Assessor's Tax Parcel ID No.: 784920-0064-09

which real property is not used principally for agricultural or farming purposes, together with all the tenements, hereditaments, and appurtenances now or hereafter thereunto belonging or in any wise appertaining, and the rents, issues and profits thereof.

The purpose of this loan and the intended use of its proceeds is for commercial, investment or business purposes and no portion hereof is intended for personal use.

Old Republic Title, Ltd. has placed this document of record as a customer courtesy and accepts no liability for the accuracy or validity of the document.

This Deed is for the purpose of securing performance of each agreement of Grantor herein contained, and payment of the sum of Fifteen Thousand and 0/100 Dollars (\$15,000.00) with interest, in accordance with the terms of a promissory note of even date herewith, payable to Beneficiary or order, and made by Grantor, and all renewals, modifications and extensions thereof, and also such further sums as may be advanced or loaned by Beneficiary to Grantor, or any of their successors or assigns, together with interest thereon at such rate as shall be agreed upon.

To protect the security of this Deed of Trust, Grantor covenants and agrees.

1. To keep the property in good condition and repair; to permit no waste thereof; to complete any building, structure or improvement being built or about to be built thereon; to restore promptly any building, structure, or improvement thereon which may be damaged or destroyed; and to comply with all laws, ordinances, regulations, covenants, conditions and restrictions affecting the property.

2. To pay before delinquent all lawful taxes and assessments upon the property; to keep the property free and clear of all other charges, liens or encumbrances impairing the security of this Deed of Trust.

3. To keep all buildings now or hereafter erected on the property described herein continuously insured against loss by fire or other hazards in an amount not less than the total debt secured by this Deed of Trust. All policies shall be held by the Beneficiary, and be in such companies as the Beneficiary may approve and have loss payable first to the Beneficiary, as its interest may appear, and then to the Grantor. The amount collected under any insurance policy may be applied upon any indebtedness hereby secured in such order as the Beneficiary shall determine. Such application by the Beneficiary shall not cause discontinuance of any proceedings to foreclose this Deed of Trust. In the event of foreclosure, all rights of the Grantor in insurance policies then in force shall pass to the purchaser at the foreclosure sale.

4. To defend any action or proceeding purporting to affect the security hereof or the rights or powers of Beneficiary or Trustee, and to pay all costs and expenses, including cost of title search and attorney's fees in a reasonable amount, in any such action or proceeding, in any suit brought by Beneficiary to foreclose this Deed of Trust.

5. To pay all costs, fees and expenses in connection with this Deed of Trust, including the expenses of the Trustee incurred in enforcing the obligation secured hereby and Trustee's and attorney's fees actually incurred, as provided by statute.

6. Should Grantor fail to pay when due any taxes, assessments, insurance premiums, liens, encumbrances or other charges against the property hereinabove described, Beneficiary may pay the same, and the amount so paid, with interest at the rate set forth in the Note secured hereby, shall be added to and become a part of the debt secured in this Deed of Trust.

IT IS MUTUALLY AGREED THAT:

1. In the event any portion of the property is taken or damaged in an eminent domain proceeding, the entire amount of the award or such portion as may be necessary to fully satisfy the obligation secured hereby, shall be paid to Beneficiary to be applied to said obligation.

2. By accepting payment of any sum secured hereby after its due date, Beneficiary does not waive its right to require prompt payment when due of all other sums so secured or to declare default for failure to so pay.

3. The Trustee shall reconvey all or any part of the property covered by this Deed of Trust to the person entitled thereto, on written request of the Grantor and the Beneficiary, or upon satisfaction of the obligation secured and written request for reconveyance made by the Beneficiary or the person entitled thereto.

4. Upon default by Grantor in the payment of any indebtedness secured hereby or in the performance of any agreement contained herein, all sums secured hereby shall immediately become due and payable at the option of the Beneficiary. In such event and upon written request of Beneficiary, Trustee shall sell the trust property, in accordance with the Deed of Trust Act of the State of Washington, at public auction to the highest bidder. Any person except Trustee may bid at Trustee's sale. Trustee shall apply the proceeds of the sales as follows: (1) to the expense of the sale, including a reasonable Trustee's fee and attorney's fee; (2) to the obligation secured by this Deed of Trust; and (3) the surplus, if any, shall be distributed to the persons entitled thereto.

5. Trustee shall deliver to the purchaser at the sale its deed, without warranty, which shall convey to the purchaser the interest in the property which Grantor had or had the power to convey at the time of his execution of this Deed of Trust, and such as he may have acquired thereafter. Trustee's deed shall recite the facts showing that the sale was conducted in compliance with all the requirements of law and this Deed of Trust, which recital shall be prima facie evidence of such compliance and conclusive evidence thereof in favor of bona fide purchaser and encumbrances for value.

6. The power of sale conferred by this Deed of Trust and by the Deed of Trust Act of the State of Washington is not an exclusive remedy; Beneficiary may cause this Deed of Trust to be foreclosed as a mortgage.

7. In the event of the death, incapacity, disability, or resignation of Trustee, Beneficiary may appoint in writing a successor trustee, and upon the recording of such appointment in the mortgage records of the county in which this Deed of Trust is recorded, the successor trustee shall be vested with all powers of the original trustee. The trustee is not obligated to notify any party hereto of pending sale under any other Deed of Trust or of an action or proceeding in which Grantor, Trustee or Beneficiary shall be a party unless such action or proceeding is brought by the Trustee.

WHEN RECORDED RETURN TO

Law Offices of Gary O. Olson, P.C.
3900 E. Valley Hwy., Suite 204
Renton, WA 98057



20120619001095

OLSON6234 TD 64.00
PAGE-001 OF 003
06/19/2012 13:27
KING COUNTY, WA

E2549242

06/19/2012 13:27
KING COUNTY, WA
TAX
SALE

\$10.00
\$0.00

PAGE-001 OF 001

TRUSTEE'S DEED

The GRANTOR, Gary O. Olson, as present Trustee under that Deed of Trust, as hereafter particularly described, in consideration of the premises and payment recited below, hereby grants and conveys, without warranty, to: ISOLA Financial, LLC, a Washington Limited Liability Company, GRANTEE, that real property, situated in the County of King, State of Washington, described as follows:

Lot 1, Block 4 of Snoqualmie Falls, according to the Plat recorded in Volume 6 of Plats, Page 51, records of King County, Washington,

Together with that portion of vacated Park Avenue lying between Lot 1 in Block 3 and Lot 1 in Block 4 of Snoqualmie Falls, as per plat recorded in Volume 6 of Plats, Page 51, records of King County;

Except the West half of the North half thereof.

Situate in the County of King, State of Washington.

Tax Parcel No. 784920-0064-09

RECITALS:

1. This Conveyance is made pursuant to the powers, including the power of sale, conferred upon the Trustee by that certain Deed of Trust between Richard Clark and Karen Clark, Grantors, to First American Title Insurance Company, Trustee, and ISOLA Financial, LLC, Beneficiary, dated December 7, 2009, recorded under King County Recording No. 20091209001382, records of King County, Washington. The undersigned Trustee was appointed by Beneficiary on March 8, 2012, which document was recorded under King County Recording No. 20120315000687.
2. Said Deed of Trust was executed to secure, together with other undertakings, the payment of a Promissory Note in the sum of \$140,813.75 with interest thereon, according to the terms thereof, in favor of ISOLA Financial, LLC, and to secure any other sums of money which might become due and payable under the terms of said

Deed of Trust.

3. The described Deed of Trust provides that the real property conveyed therein is not used principally for agricultural or farming purposes.
4. Default having occurred in the obligations secured and/or covenants of the Grantors as set forth in the "Notice of Trustee's Sale" described below, which by the terms of the Deed of Trust made operative the power to sell, the thirty day advance "Notice of Default" was transmitted to the Grantors, or their successor in interest, and a copy of said Notice was posted or served in accordance with law.
5. ISOLA Financial, LLC, being then the holder of the indebtedness secured by said Deed of Trust, requested said Trustee to sell the described property in accordance with the law and the terms of said Deed of Trust.
6. The Trustee, in compliance with the terms of said Deed of Trust and RCW 61.24.040, executed and on March 15, 2012, recorded in the office of the Auditor of King County, Washington, a Notice of Trustee's Sale of said property, under King County Recording No. 20120315000688.
7. The Trustee, in its aforesaid Notice of Trustee's Sale, fixed the place of sale as at the Fourth Avenue entrance to the King County Administration Building, 500 Fourth Avenue, Seattle, Washington, at 10:00 a.m. on June 15, 2012, and in accordance with RCW 61.24.040, caused copies of the statutory Notice of Trustee's Sale to be transmitted by mail to all persons entitled thereto and either posted or served prior to ninety (90) days before the sale. The Trustee also caused a copy of said Notice of Trustee's Sale to be published once between the thirty-fifth and twenty-eighth day before the date of sale, and once between the fourteenth and seventh day before the date of sale, all in accordance with RCW 61.24.040.
8. During foreclosure, no action was pending on an obligation secured by said Deed of Trust.
9. All legal requirements and all provisions of said Deed of Trust have been complied with, as to acts to be performed and notices to be given, as provided in Chapter 61.24 RCW.
10. The defaults specified in the "Notice of Trustee's Sale" not having been cured and said obligation secured by said Deed of Trust remaining unpaid, on June 15, 2012, the date of sale, which was not less than 190 days from the date of default in the obligation secured, the Trustee then and there sold at public auction to said Grantee, the highest bidder therefor, the property hereinabove described, for the sum of One Hundred Ninety-Two Thousand Fifty-Eight and 00/100 Dollars (\$192,058.00) (by the satisfaction of the obligation then secured by said Deed of Trust, together with all fees, costs, and expense as provided by statute).



Office of the Secretary of State
Corporations & Charities Division

Limited Liability Company

See attached detailed instructions

Filing Fee \$30.00

Filing Fee with Expedited Service \$80.00

This Box For Office Use Only

02/16/16 3108739-

001

\$80.00 K

FILED: 3180938

SECRETARY OF STATE

February 16, 2016

STATE OF WASHINGTON

UBI Number: 602873258

CERTIFICATE OF AMENDMENT

Chapter 23.95 RCW

SECTION 1

NAME OF LIMITED LIABILITY COMPANY (LLC): (as currently recorded with the Office of the Secretary of State)

ISOLA FINANCIAL, LLC

SECTION 2

AMENDMENTS TO CERTIFICATE: (if necessary, attach additional information. If changing the name it must contain one of the following designations: Limited Liability Company, Limited Liability Co or one of these abbreviations: L.L.C. or LLC. If the designation is omitted, it will default to LLC when processed)

Change name to: NWBF, LLC

SECTION 3

EFFECTIVE DATE OF AMENDMENTS TO CERTIFICATE: (please check one of the following)

Upon filing by the Secretary of State

Specific Date: _____ (Specified effective date must be within 90 days AFTER the Amended Certificate has been filed by the Office of the Secretary of State)

SECTION 4

EXECUTOR INFORMATION (see instructions page)

This document is hereby executed under penalties of perjury, and is, to the best of my knowledge, true and correct.

X

Matthew J. LePage, Member

Feb. 8, 2016

(206) 582-7900

Signature

Printed Name/Title

Date

Phone

ATTACHMENT #4

Explanation.

The initial point of this plat is the point of intersection of the centerline of the Seattle, Lake Shore and Eastern Ry. with the line between Sections 30 and 31, which point is 592 feet West of the corner to Sections 29, 30, 31 and 32, Township 24 North, Range 3 East, N.M. Streets are 60 feet wide, except where otherwise indicated on the plat. Alleys are 16 feet wide. The standard size of lots is 60 feet by 120 feet and 30 feet by 120 feet. Fractional lots are in dimensions as indicated on the plat. The line A.E. on this plat is a base line to which all streets, alleys, block and lot lines etc. are parallel or at right angles or at such angles as may be indicated. The Seattle, Lake Shore and Eastern Ry. right of way is 100 feet wide.

Description.

This plat of the townsite Snoqualmie Falls embraces Lot 5 of Section 30, the Northeast Quarter of the Northeast Quarter of Section 31, Lot 7 and the Southwest Quarter of the Northwest Quarter of Section 32, all in Township 24 North, Range 3 East N.M. King County, Wash.

Dedication.

Know all men by these presents, that the Snoqualmie Land and Improvement Company, a corporation, existing under the laws of the State of Washington, and being the owner in fee simple of those lands in King County, State of Washington, particularly described as Lot 5 in Section 30 and the Northeast Quarter of the Northeast Quarter of Section 31, and Lot 7, and the Southwest Quarter of the Northwest Quarter of Section 32, all in Township 24 North, Range 3 East, N.M. do hereby declare this plat of the townsite of Snoqualmie Falls, and does hereby dedicate to the use of the public forever, all streets and alleys shown on said plat.

In Witness Whereof the said corporation has caused its corporate name to be signed hereto by its President and its corporate seal to be hereunto affixed by its Secretary, this 20th day of September A.D. 1890.

Snoqualmie Land and Improvement Company
 By Allen P. Mitten 
 Its President
 T. G. Wilson 
 Secretary of
 Snoqualmie Land and Improvement Company.

Signed, sealed and delivered
 In the Presence of
 C. T. Conover
 S. L. Crawford.



Acknowledgment.

State of Washington } ss.
 County of King }

This is to certify, that on this 20th day of September A.D. 1890, before me, the undersigned, a Notary Public in and for the State of Washington, residing at the City of Seattle, personally came Allen P. Mitten, and T. G. Wilson, to me known to be the identical persons, who, as President and Secretary respectively, of the Snoqualmie Land and Improvement Company, executed the above and foregoing dedication, as the act and deed of said corporation. And the said Allen P. Mitten acknowledged to me that, as the President of the said Snoqualmie Land and Improvement Company, he signed the name of said Corporation to the above and foregoing instrument and his own name as President thereof, freely and voluntarily and as and for the free and voluntary act and deed of the said Snoqualmie Land and Improvement Company. And the said T. G. Wilson acknowledged to me that, as the Secretary of said Corporation, he affixed to said dedication the corporate seal of said company and his own name as such Secretary, freely and voluntarily and as and for the free and voluntary act and deed of the said Snoqualmie Land and Improvement Company.

In Witness Whereof I have hereunto set my hand and affixed my Notarial Seal the day and year, in this certificate first above written.



C. T. Conover, Notary Public,
 residing at the City of Seattle in said County and State.

Legend.

This plat is made for the purpose of correcting errors of description in the original plat, filed for record, Aug 6th 1889, reworded at page 179 of volume 3 of plats, whereby the NE 1/4 of Section 31 was described as the NW 1/4 of Section 31, and Range 3 was described as Range 8.

63366.

Filed for record at the request
 of Mr. A. E. Mitten
 Sept. 25 A.D. 1890
 at 10 min past 4 P.M.
 and recorded in Vol. 11 of
 Plats page 51
 Records of King County, Wash.

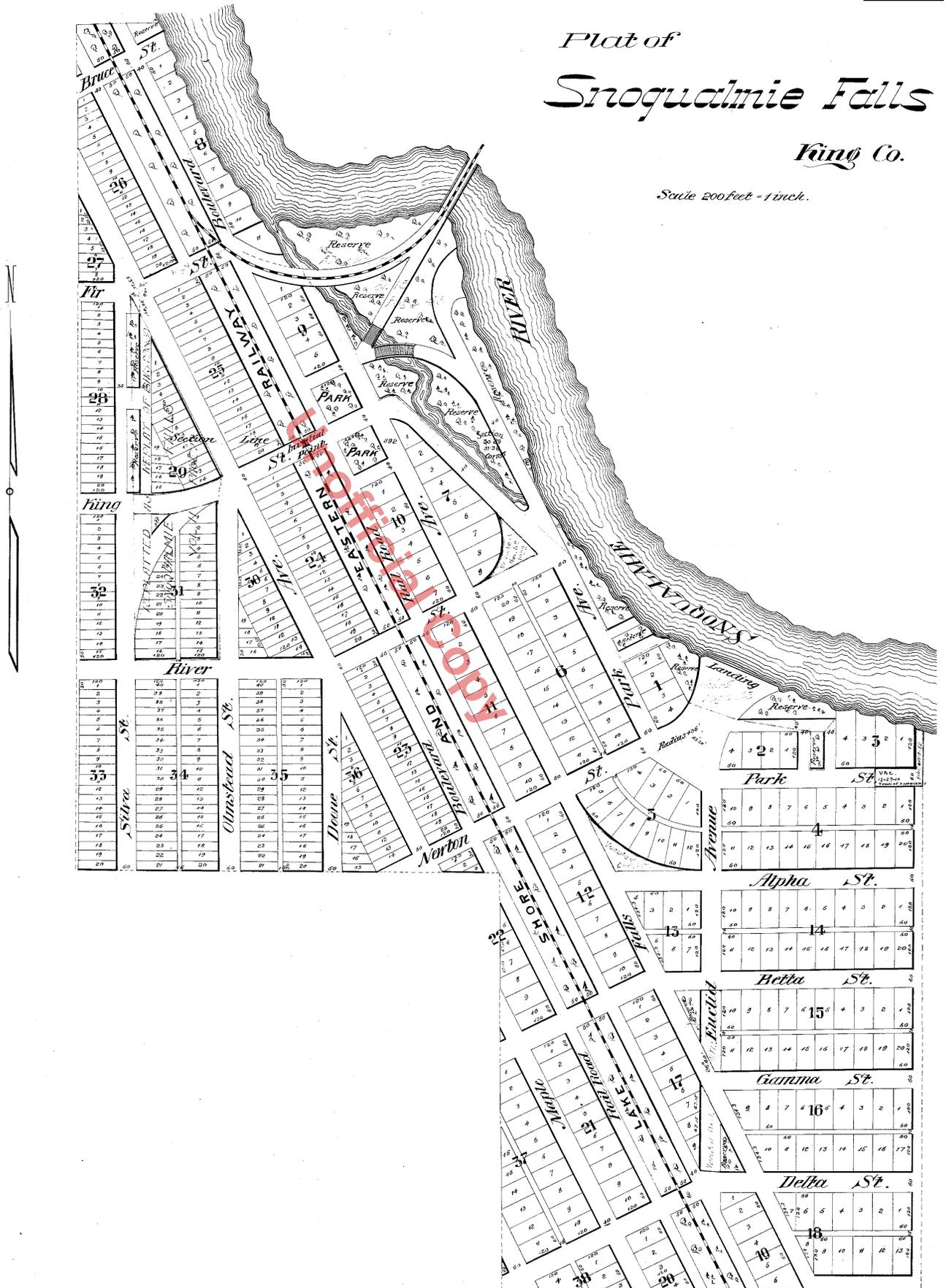
County Auditor

A. Ertle, Rec.

Plat of Snoqualmie Falls

King Co.

Scale 200 feet = 1 inch.



ATTACHMENT #5

ORDINANCE NO. 124

Being an Ordinance vacating Park Ave. abutting on Lots One (1) and Two (2), Block Three (3), and Lots One (1) and Two (2), Block Four (4) also street abutting on East side of Block Three (3) to County road, Plat of Snoqualmie Falls.

Be it ordained by the Town of Snoqualmie, Wash. as follows:

Sec. 1-Property vacated to James Christman.

Sec. 1--That there is and is hereby vacated unto James Christman, his heirs, executors or assigns the following described property located in the Town of Snoqualmie Falls. That part of Park Ave. abutting on Lots One (1) and Two (2), Block Four (4), Lots One (1) and Two (2), Block Three (3), also street abutting on East side of Block Three to County Road.

Sec. 2-Time of effect of ordinance.

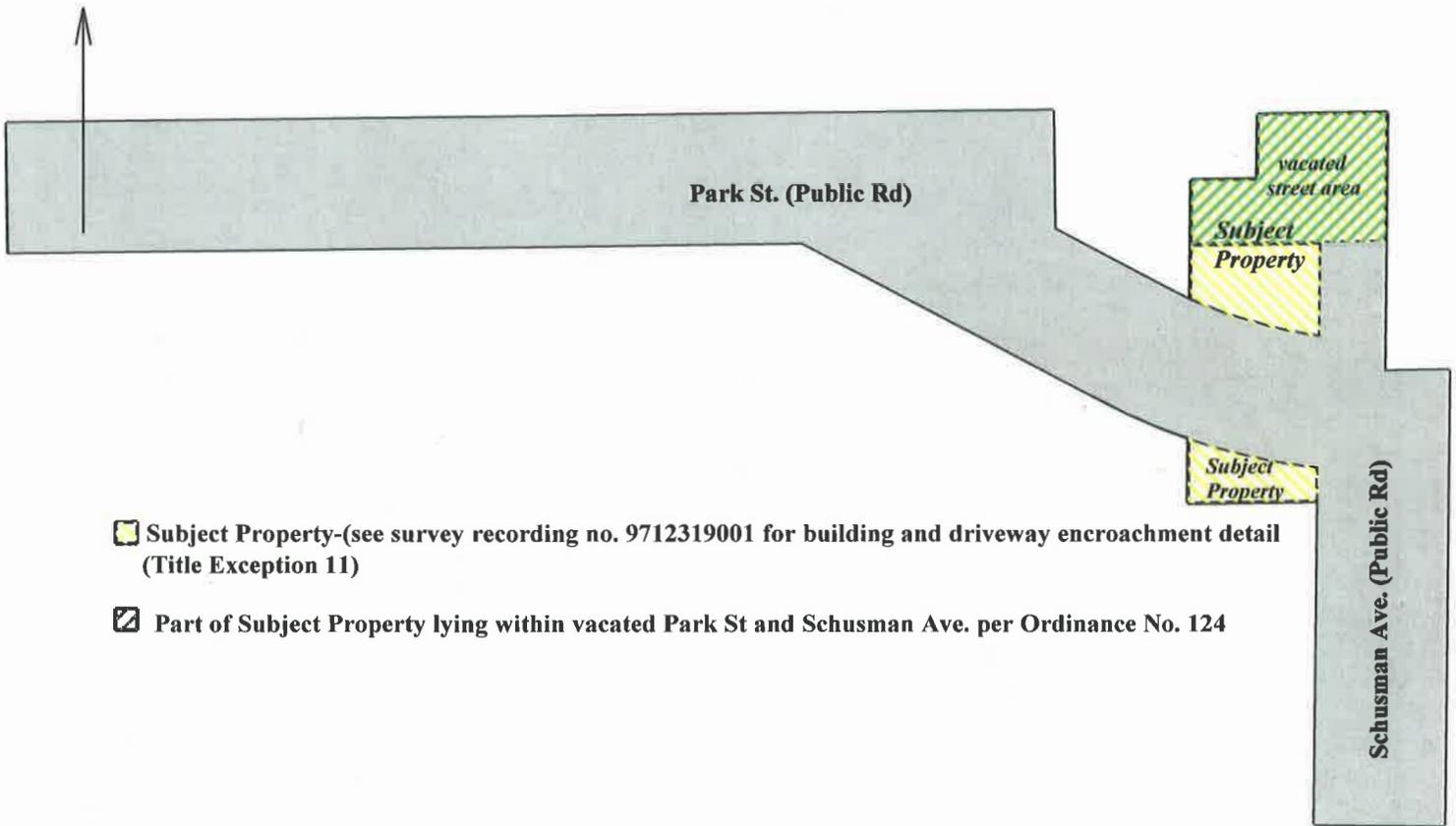
Sec. 2--This ordinance shall take effect and be in force from and after it shall have passed the Council, been approved by the Mayor, attested by the Clerk and published according to law.

Passed the council this 27th day of Dec. 1910.

Approved By the Mayor this 27th day of Dec. 1910.

Attest: Otto Reinig, Clerk, Pro Tem.
Otto Reinig, Mayor

ATTACHMENT #6



- Subject Property-(see survey recording no. 9712319001 for building and driveway encroachment detail (Title Exception 11))
- Part of Subject Property lying within vacated Park St and Schusman Ave. per Ordinance No. 124

City of Snoqualmie Riverfront Reach Isola Financial LLC

8/27/2014

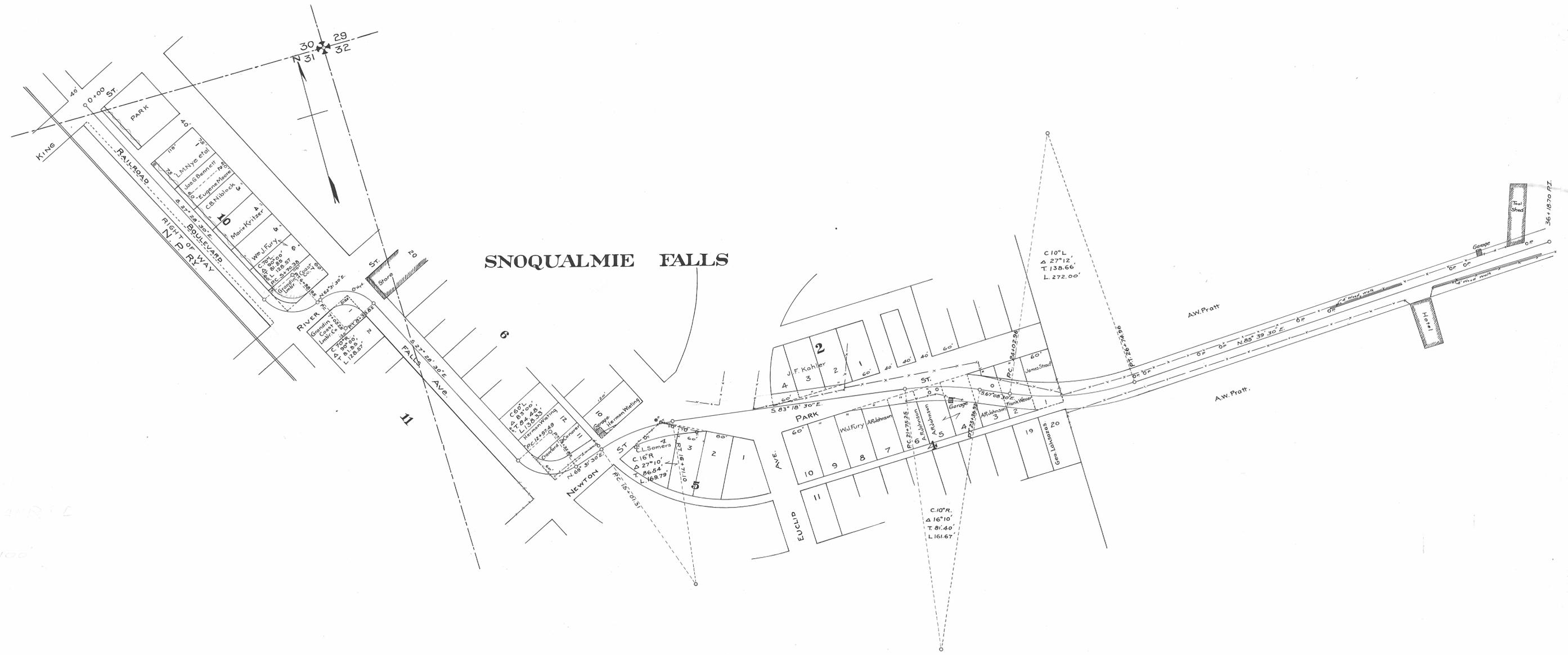
Scale: 1 inch= 87 feet

File: City of Snoqualmie Riverfront Reach Isola Financial LLC.ndp

- Tract 1: 0.0000 Acres (0 Sq. Feet), Closure: n82.1052w 507.57 ft. (1/1), Perimeter=521 ft.
- Tract 2: 0.0095 Acres (412 Sq. Feet), Closure: n80.3620w 610.25 ft. (1/1), Perimeter=626 ft.
- Tract 3: 0.0063 Acres (275 Sq. Feet), Closure: s76.5928e 61.39 ft. (1/2), Perimeter=107 ft.
- Tract 4: 0.0095 Acres (412 Sq. Feet), Closure: n80.3620w 610.25 ft. (1/1), Perimeter=626 ft.
- Tract 5: 0.6612 Acres (28800 Sq. Feet), Closure: n00.0000e 0.00 ft. (1/999999), Perimeter=1080 ft.
- Tract 6: 0.2643 Acres (11511 Sq. Feet), Closure: n00.0000e 0.00 ft. (1/223820), Perimeter=588 ft.
- Tract 7: 0.0652 Acres (2842 Sq. Feet), Closure: s74.1220e 62.13 ft. (1/5), Perimeter=310 ft.
- Tract 8: 0.0302 Acres (1315 Sq. Feet), Closure: n79.1745w 0.01 ft. (1/15679), Perimeter=168 ft.
- Tract 9: 0.1532 Acres (6672 Sq. Feet), Closure: s68.1004e 0.02 ft. (1/20661), Perimeter=372 ft.
- Tract 10: 1.2557 Acres (54700 Sq. Feet), Closure: s16.4309e 0.01 ft. (1/294573), Perimeter=1952 ft.
- Tract 11: 0.0023 Acres (100 Sq. Feet), Closure: n00.0000e 0.00 ft. (1/999999), Perimeter=40 ft.
- Tract 12: 0.0000 Acres (0 Sq. Feet), Closure: n89.1814e 90.00 ft. (1/1), Perimeter=90 ft.
- Tract 13: 0.1035 Acres (4507 Sq. Feet), Closure: n00.0000e 0.00 ft. (1/63823), Perimeter=300 ft.
- Tract 14: 0.0023 Acres (100 Sq. Feet), Closure: n00.0000e 0.00 ft. (1/999999), Perimeter=40 ft.

ATTACHMENT #7

SNOQUALMIE FALLS



1525
 Snoqualmie Falls
 Secs. 31-32 T24PR1E
 Scale 1" = 100'

Made by Survey Company
 No. by Public Utility Act 7-1-14

1525
 SURVEY 1525
 1378 9-24

9712319001

119 24

NOTE:
SURVEY ACCURACY MEETS OR EXCEEDS
WAC 332-130-090
FIELD EQUIPMENT
SOKKIA SET3BII
SURVEYED BY FIELD TRAVERSE

THIS SURVEY IS BASED ON RECORD PER PLAT FILED IN VOL. 6 PG. 51 RECORDS OF KING COUNTY, WASHINGTON; USING MONUMENTATION AS SHOWN ON EUCLID AVENUE.

NO INFORMATION COULD BE RECOVERED FOR THE CURVE DATA OF PARK AVENUE GOING THROUGH LOTS 1 AND 2 IN BLOCK 4; THE CURVE DATA WAS DEVELOPED FROM RECORD INFORMATION AS SHOWN ON TAX ACCESSORIS 1/4 SHEET OF THE N.W. 1/4 OF SECTION 32, TOWNSHIP 24 NORTH, RANGE 8 EAST, W.M.

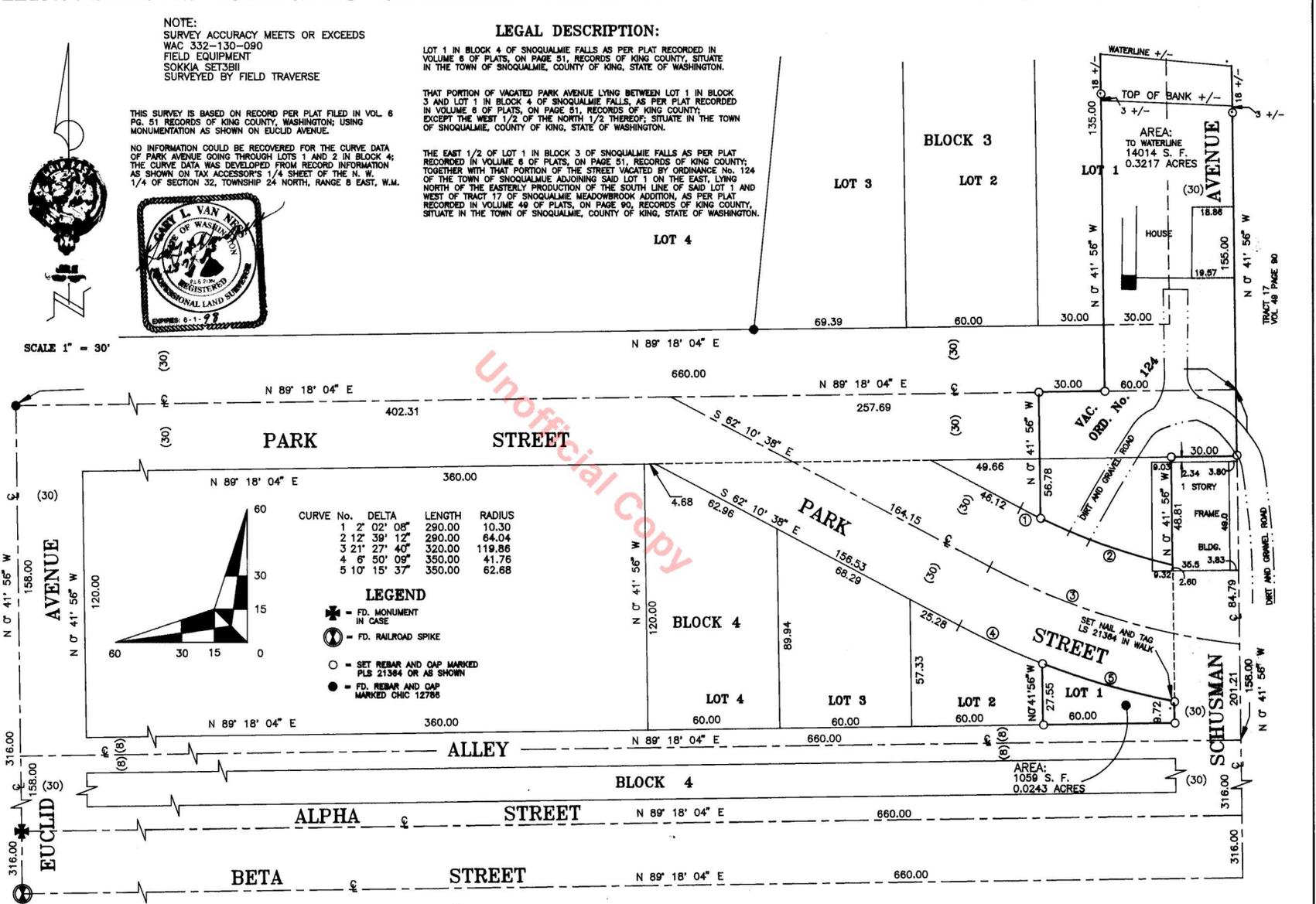


LEGAL DESCRIPTION:

LOT 1 IN BLOCK 4 OF SNOQUALMIE FALLS AS PER PLAT RECORDED IN VOLUME 6 OF PLATS, ON PAGE 51, RECORDS OF KING COUNTY, SITUATE IN THE TOWN OF SNOQUALMIE, COUNTY OF KING, STATE OF WASHINGTON.

THAT PORTION OF VACATED PARK AVENUE LYING BETWEEN LOT 1 IN BLOCK 3 AND LOT 1 IN BLOCK 4 OF SNOQUALMIE FALLS, AS PER PLAT RECORDED IN VOLUME 6 OF PLATS, ON PAGE 51, RECORDS OF KING COUNTY; EXCEPT THE WEST 1/2 OF THE NORTH 1/2 THEREOF; SITUATE IN THE TOWN OF SNOQUALMIE, COUNTY OF KING, STATE OF WASHINGTON.

THE EAST 1/2 OF LOT 1 IN BLOCK 3 OF SNOQUALMIE FALLS AS PER PLAT RECORDED IN VOLUME 6 OF PLATS, ON PAGE 51, RECORDS OF KING COUNTY; TOGETHER WITH THAT PORTION OF THE STREET VACATED BY ORDINANCE No. 124 OF THE TOWN OF SNOQUALMIE ADJOINING SAID LOT 1 ON THE EAST, LYING NORTH OF THE EASTERLY PRODUCTION OF THE SOUTH LINE OF SAID LOT 1 AND WEST OF TRACT 17 OF SNOQUALMIE MEADOWBROOK ADDITION, AS PER PLAT RECORDED IN VOLUME 49 OF PLATS, ON PAGE 90, RECORDS OF KING COUNTY, SITUATE IN THE TOWN OF SNOQUALMIE, COUNTY OF KING, STATE OF WASHINGTON.



CURVE No.	DELTA	LENGTH	RADIUS
1	2° 02' 08"	290.00	10.30
2	12° 39' 12"	290.00	64.04
3	21° 27' 40"	320.00	119.86
4	6° 50' 09"	350.00	41.76
5	10° 15' 37"	350.00	62.68

LEGEND

- ✱ - FD. MONUMENT IN CASE
- ⊙ - FD. RAILROAD SPIKE
- - SET REBAR AND CAP MARKED PLS 21384 OR AS SHOWN
- - FD. REBAR AND CAP MARKED CHIC 12786

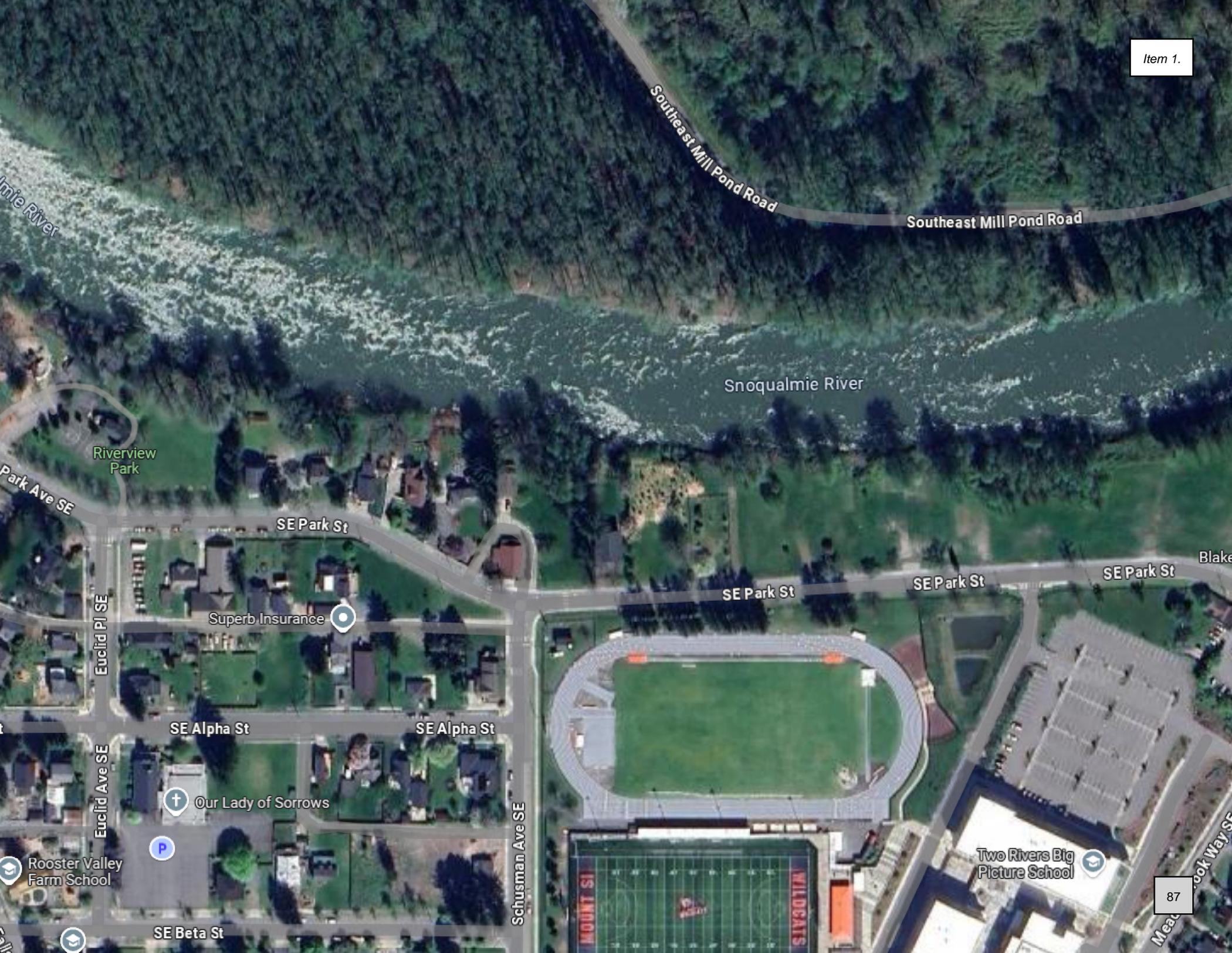
SURVEYORS CERTIFICATE
THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION IN CONFORMANCE WITH THE SURVEY RECORDING ACT AT THE REQUEST OF
JOHN METCALFE
ON NOV. 1, 1997
SIGNATURE: *John Metcalfe* DATE: 12-28-97
CERTIFICATE No. PLS 21364

RECORDING CERTIFICATE
FILED FOR RECORD THIS 31 DAY OF Dec 1997 AT 2:38 P.M. IN BOOK 119 OF SURVEYS AT PAGE 24 AT THE REQUEST OF GARY L. VAN NESS
MANAGER AUDITOR: *[Signature]*
SUPT. OF RECORDS DEPUTY AUDITOR: *[Signature]*
RECORDING No. 9712319001

RECORD OF SURVEY
FOR:
JOHN METCALFE
A PORTION OF THE:
N.W. 1/4 OF THE N.W. 1/4 OF SEC. 32,
TOWNSHIP 24 NORTH, RANGE 8 EAST, W.M.

GARY L. VAN NESS
1125 S.E. 4th St.
BELLINGHAM, WA 98206
(360) 747-9778
FAX 867-7614
PLS 21864

SHEET 1 OF 1
SCALE 1" = 30'
DATE: 12-22-97
JOB No. 737
DRAWN BY: G. L. V.
ACAD FILE: HENS737



Snoqualmie River

Southeast Mill Pond Road

Southeast Mill Pond Road

SE Park St

SE Park St

SE Park St

SE Park St

SE Alpha St

SE Alpha St

SE Beta St

Euclid Pl SE

Euclid Ave SE

Schusman Ave SE

Rooster Valley Farm School

Our Lady of Sorrows

Superb Insurance

Two Rivers Big Picture School

Council Agenda Bill

AB Number

AB25-061

Agenda Bill Information

Title*

Appointment to Economic Development Commission

Action*

Motion

Council Agenda Section

Appointment

Council Meeting Date*

05/12/2025

Staff Member

Deana Dean

Department*

Administration

Committee

Committee Date

Exhibits

Packet Attachments - if any

Summary

Introduction*

Brief summary.

Gary Skiba has applied to fill a vacant position on the Economic Development Commission. He has lived in Snoqualmie for 10 years and is the owner of the No Boat Brewing Company. He has over 30 years of finance executive and leadership experience and recognizes how economic success and sustainability in the city affects residents, businesses, and those who visit our city.

Proposed Motion

Move to confirm the Mayor's recommendation to appoint Gary Skiba to the Economic Development Commission.

Background/Overview*

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

There is one vacancy on the Economic Development Commission. If confirmed, Gary will fill the unexpired term for Position #1, through December 31, 2026.

Analysis*

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

Budgetary Status*

This action has no budgetary implications.



Proclamation

WHEREAS, all people should have access to safe, healthy, and affordable homes within communities that provide opportunity; and

WHEREAS, the US Department of Housing and Urban Development (HUD) defines affordable housing as “as housing on which the occupant is paying no more than 30 percent of gross income for housing costs, including utilities.”; and

WHEREAS, the Department of Commerce projects that by 2044, King County needs nearly 200,000 net new housing units for households at or below 80% area median income; and

WHEREAS, studies have found that each \$100 increase in median rent results in a 15% increase in homelessness in metro areas and a 39% increase in homelessness in nearby suburbs and rural areas; and

WHEREAS, the COVID-19 pandemic has exacerbated many existing financial constraints for low- and moderate-income households; and

WHEREAS, the CDC recognizes safe, healthy, and affordable housing within communities of opportunity as key social determinants of health; and

WHEREAS, everyone benefits from affordable housing, including the people who reside in these properties, their neighbors, businesses, employers, and the community as a whole; and

WHEREAS, united to raise public awareness, people, organizations, and communities throughout King County are participating in local Affordable Housing Week activities to elevate the critical need to create healthy communities with ample affordable housing; and

NOW, THEREFORE, I, Katherine Ross, Mayor of the City of Snoqualmie do hereby proclaim the week of May 12 - 16, 2025, as

AFFORDABLE HOUSING WEEK

APPROVED, this 12th day of May 2025.

Katherine Ross, Mayor
Proclamation No. 25-08





Proclamation

WHEREAS, there are more than 800,000 law enforcement officers serving in communities across the United States, including the dedicated members of the City of Snoqualmie; and

WHEREAS, since the first recorded death in 1786, more than 24,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty; and

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, DC; and

WHEREAS, 282 new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 118 officers killed in 2023 and 164 officers killed in previous years; and

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund’s 36th Candlelight Vigil, on the evening of May 13, 2025; and

WHEREAS, May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families and U.S. flags should be flown at half-staff; and

NOW, THEREFORE, I, Katherine Ross, Mayor of the City of Snoqualmie, Washington, do hereby proclaim May 11-17, 2025 as:

NATIONAL POLICE WEEK

in the City of Snoqualmie and publicly salute the service of law enforcement officers in our community and in communities across the nation.

APPROVED, this 12th day of May 2025.

Katherine Ross, Mayor
Proclamation No. 25-09





CITY COUNCIL ROUNDTABLE MEETING MINUTES CITY COUNCIL REGULAR MEETING MINUTES APRIL 28, 2025

ROUNDTABLE MEETING

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

City Council: Councilmembers Ethan Benson, Rob Wotton, Bryan Holloway, Catherine Cotton, Cara Christensen, and Jo Johnson.

It was moved by CM Johnson, seconded by CM Holloway to excuse CM Washington from the Roundtable meeting which passed unanimously.

Mayor Katherine Ross was also present.

City Staff: Mike Chambless, City Administrator; Dena Burke, City Attorney; Deana Dean, City Clerk; Danna McCall, Communications Coordinator; Jeff Hamlin, Parks & Public Works Director; Fletcher Lacroix, IT Director; Dylan Gamble, CIP Manager; Andrew Jongekryg, IT Support; and Kim Pratt, legal counsel for the city.

AGENDA APPROVAL - It was moved by CM Holloway; seconded by CM Cotton to approve the agenda as amended which was passed unanimously.

It was moved by CM Benson, seconded by CM Holloway to suspend Council Rules of Procedure to add public comment which passed unanimously.

PUBLIC COMMENT – ADD ON

- Wes Blaney spoke regarding the home that is subject to this evening's Special Business.

SPECIAL BUSINESS

1. Petition for Vacation of Certain Right-of-Way.

At 6:07 pm, discussion continued with Council questions answered by Kim Pratt, Counsel for the City.

Applicant rebuttal began at 6:21 pm for 5 minutes.

City rebuttal began at 6:27 pm for 5 minutes.

Applicant spoke again at 6:35 pm for 1 minute.

Counsel Pratt spoke again at 6:36 pm for 2 minutes.

Council discussion followed. This matter is continued to May 12, 2025, at 6:00 pm for Executive Session.

ADJOURNMENT - The roundtable meeting ended at 6:46 pm.

REGULAR MEETING

CALL TO ORDER: Mayor Ross called the Regular Meeting to order 7:00 pm.

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

Mayor Katherine Ross was also present.

City Staff: Mike Chambless, City Administrator; Dena Burke, City Attorney; Deana Dean, City Clerk; Jeff Hamlin, Parks & Public Works Director; Drew Bouta, Finance Director; Fletcher Lacroix, IT Director; Mike Bailey, Fire Chief; Gary Horejsi, Interim Police Chief; Phil Bennett, Deputy Parks & Public Works Director; Christopher Brown, Deputy Fire Chief; Dylan Gamble, CIP Manager; Danna McCall, Communications Coordinator; Janna Walker, Budget Manager; Jennifer Hughes, Deputy Finance Director; and Andrew Jongekryg, IT Support.

PLEDGE OF ALLEGIANCE – The pledge of allegiance was led by CM Washington.

AGENDA APPROVAL

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

Approve the agenda.

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

PUBLIC HEARINGS, PRESENTATIONS, PROCLAMATIONS, AND APPOINTMENTS

Appointments

2. Fire Department Badge Pinning Ceremony. Chief Bailey introduced Firefighter Juan Oseguera and spoke to his experience and qualifications. Badge pinning performed by Deputy Chief Brown. Helmet presented to FF Oseguera by Mayor Ross. Photos followed.
3. **AB25-058:** Community Development/Economic Development Director Confirmation. This item was introduced by Mayor Ross.

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

Confirm the Mayor's recommendation to appoint Mona Davis as Community Development/Economic Development Director.

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

Proclamations

4. **25-07:** Small Business Week. Proclamation read into the record by Mayor Ross.

PUBLIC COMMENTS AND REQUESTS FOR ITEMS NOT ON THE AGENDA

- Debra Landers, of North Bend, spoke regarding Art Off the Rails

EXECUTIVE SESSION

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

At 7:14 pm, Council went into Executive Session which was expected to last until 7:25 pm.

At 7:25 pm, City Administrator Chambless announced outside the Mt Si Conference Room that Executive Session was extended to 7:35 pm.

At 7:35 pm, City Administrator Chambless announced outside the Mt Si Conference Room that Executive Session was extended to 7:40 pm.

At 7:40 pm, City Administrator Chambless announced outside the Mt Si Conference Room that Executive Session was extended to 7:45pm.

Council returned to open session at 7:45 pm and the meeting resumed at 7:48 pm.

CONSENT AGENDA

6. Approve the City Council Meeting Minutes dated April 14, 2025.
7. Approve the Claims Report dated April 28, 2025.
8. **AB25-055:** Job Order Contracting Consultant Contract Extension
9. **AB25-056:** Northwest Railway Museum Restroom Maintenance and Operations Agreement.

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

Approve the consent agenda.

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

COMMITTEE REPORTS

Public Safety Committee: There was no report.

Community Development Committee: There was no report.

Parks & Public Works Committee:

10. **AB25-053:** Lease Agreement with Northwest Landscapes LLC. Introduction read into the record by CM Benson. Parks & Public Works Deputy Director Phil Bennett spoke to this item and answered Council questions. Additional information provided by City Attorney Burke.

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

Adopt Resolution 1715 authorizing the Mayor to sign a lease agreement with Northwest Landscape Services LLC.

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

11. **Utility Rate Study Presentation and Update.** Introduction and presentation by CIP Manager Dylan Gamble. Council comments and questions made throughout the presentation. Staff was provided direction and Council approved this item to be heard at the May 12, 2025, City Council meeting.

Finance & Administration Committee: CM Holloway spoke to upcoming city planned events.

Committee of the Whole:

12. City Council Priorities 2025 Affirmation. Discussion led by CM Holloway. Council was directed to send changes to CM Holloway.

REPORTS

13. Mayor's Report:

- Snoqualmie has been ranked #4 safest city in Washington.
- North Bend's final decision regarding police services is scheduled for May 6, 2025.
- State Legislature adjourned on Sunday and approved three biennial budgets.

14. Commission/Committee Liaison Reports:

- CM Cotton provided updates on the Ridge Merchants Association meeting, upcoming roadwork on Hwy 202 from the Parkway to Fall City, Creative Arts District, new Muslim church up on the Ridge, Snoqualmie Valley Health SAFE Program is available and they are on track for their HUB groundbreaking, and bird flu or H5N1 in Western Washington.
- CM Johnson noted Snoqualmie received a shout out in a major TV production recently.
- CM Christensen is on the nominating committee for SCA and is looking for volunteers for various committees.
- CM Washington noted Snoqualmie Watershed Forum is having a tour on the South Fork of the Skykomish on May 21st.

EXECUTIVE SESSION

ADJOURNMENT

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

Adjourn the meeting.

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

The meeting was adjourned at 8:51 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: May 12, 2025

Subject: CLAIMS REPORT
Approval of payments for the period: March 4, 2025, through April 28, 2025

BACKGROUND

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

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

ANALYSIS

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

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

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

The foregoing amounts were budgeted in the 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						
Date	Warrants			ACH		CLAIMS TOTAL
	From #	Thru #	Amount	Qty	Amount	
4/17/2025	84430	84481	\$ 226,992.92			226,992.92
4/22/2025	84482	84482	\$ 9,309.44			9,309.44
4/24/2025	84483	84545	\$ 341,586.77			341,586.77
						-
						-
						-
						Grand Total <u>577,889.13</u>

MISCELLANEOUS DISBURSEMENTS				
Date	Description	ACH Amount	Wire Amount	MISC TOTAL
3/4/2025	Dept. of Revenue - Monthly Excise Tax	\$ 49,649.87		\$ 49,649.87
4/22/2025	Navia Benefits Solutions	\$ 139.96		\$ 139.96
4/22/2025	Navia Benefits Solutions	\$ 8,387.09		\$ 8,387.09
4/28/2025	Dept. of Revenue - Monthly Excise Tax	\$ 37,674.74		\$ 37,674.74
				-
				-
				-
				Grand Total <u>95,851.66</u>

PAYROLL (including Payroll Benefits)						
Date	Warrants			ACH		PAYROLL TOTAL
	From #	Thru #	Amount	Qty	Amount	
4/1/25 - 4/15/25				126	\$ 413,463.54	413,463.54
4/1/25 - 4/15/25	10012	10012	\$ 432.77			432.77
						-
						-
						-
						Grand Total <u>413,896.31</u>

Total **1,087,637.10**

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

04/30/2025

Drew Bouta, Director of Finance

Date

FINANCE & ADMINISTRATION COMMITTEE RECOMMENDATION: Approve / Not Approve

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$226,992.92

For claims warrants numbered 84430 through 84481 & dated 4/17/2025

VENDOR NAME	ACCOUNT	ACCOUNT DESC	YEAR	PERIOD	TYPE	STATUS	AMOUNT	CHECK NO	INVOICE #	FULL DESC	INVOICE DATE	CHECK DATE
Alpine Coachworks	50154868 548940	Property Damage Repairs	2025	4	INV	Paid	4,481.95	84430	12492	Body Repair #109 (PIT) PD Case #24N-4530	3/31/2025	4/17/2025
AMZONCAP	00030010 531000	Office Supplies	2025	4	INV	Paid	217.29	84431	116G-9F9Q-61K9	Mouse & Privacy Screens for Sam Brumfield	2/11/2025	4/17/2025
AMZONCAP	00150020 531000	Office Supplies	2025	4	INV	Paid	29.47	84431	1VGG-FM43-4JJ3	Amy Jeffery Take Home 25FT Surge Protector	2/20/2025	4/17/2025
AMZONCAP	POL52121 531910	Operating Supplies	2025	4	INV	Paid	755.00	84431	1HLQ-X71N-CHRN	Body camera, camera bundle C. Werre	3/27/2025	4/17/2025
AMZONCAP	POL52122 531000	Office Supplies	2025	4	INV	Paid	81.88	84431	16KN-9JCX-CNRC	Digital time clock and date stamp	4/7/2025	4/17/2025
AMZONCAP	POL52122 531000	Office Supplies	2025	4	INV	Paid	37.12	84431	1CTH-K1RL-3PLK	Laser presentation remote clicker	4/3/2025	4/17/2025
AMZONCAP	01452122 531000	Office Supplies	2025	4	INV	Paid	88.40	84431	16KN-9JCX-CNRC	Digital time clock and date stamp	4/7/2025	4/17/2025
AMZONCAP	50251881 531820	Info Tech Components	2025	4	INV	Paid	10.91	84431	1RMX-DXPJ-6CYF	4 Port USB Hub for City Administrator	3/4/2025	4/17/2025
AMZONCAP	50251888 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	10.47	84431	1CYP-RFTM-GMQC	USB Console Cable	2/24/2025	4/17/2025
AMZONCAP	50251888 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	54.84	84431	1NQJ-DMX9-91PH	Power cords and velcro roll/tape	3/5/2025	4/17/2025
BBT	40353190 548000	Repair & Maintenance Services	2025	4	INV	Paid	1,875.00	84432	1345	Trucking to rmv sod, roots, stumps frm 11/19 storm	2/13/2025	4/17/2025
CDW GOVT	50251881 531820	Info Tech Components	2025	4	INV	Paid	51.80	84433	AC5264D	CAT6 Ethernet cables	1/31/2025	4/17/2025
CDW GOVT	50251881 531820	Info Tech Components	2025	4	INV	Paid	1,049.24	84433	AC8FP2W	Lenovo 24" monitors order	2/18/2025	4/17/2025
CDW GOVT	50251881 531820	Info Tech Components	2025	4	INV	Paid	3,425.69	84433	AD3AF3D	PD vehicle docking stations	3/17/2025	4/17/2025
CDW GOVT	50251881 531820	Info Tech Components	2025	4	INV	Paid	870.76	84433	AD4KW7D	IT- Uninterruptable power supply Order	3/26/2025	4/17/2025
CENLINK	50251888 542000	Telephone Service	2025	4	INV	Paid	709.48	84434	300575004 3/25	Snoq. Police land lines- Mar 20-Apr 19	3/20/2025	4/17/2025
CENTURYLINK	50251888 542000	Telephone Service	2025	4	INV	Paid	736.15	84435	300568001 3/25	Monthly Telephone Service	3/20/2025	4/17/2025
CENTURYLINK	50251888 542000	Telephone Service	2025	4	INV	Paid	91.12	84435	300570848 3/25	Monthly Telephone Service	3/20/2025	4/17/2025
CENTURYLINK	50251888 542000	Telephone Service	2025	4	INV	Paid	625.05	84435	300571491 3/25	Monthly Telephone Service	3/20/2025	4/17/2025
CENTURYLINK	50251888 542000	Telephone Service	2025	4	INV	Paid	65.36	84435	300573862 3/25	Monthly Telephone Service	3/20/2025	4/17/2025
CENTURYLINK	50251888 542000	Telephone Service	2025	4	INV	Paid	212.93	84435	300576080 3/25	Monthly Telephone Service	3/20/2025	4/17/2025
CENTURYLINK	50251888 542000	Telephone Service	2025	4	INV	Paid	45.61	84435	402478791 3/25	Monthly Telephone Service	3/20/2025	4/17/2025
CENTURYLINK	50251888 542000	Telephone Service	2025	4	INV	Paid	1,644.38	84435	411746240 3/25	Monthly Telephone Service	3/20/2025	4/17/2025
CO	FIN51423 531000	Office Supplies	2025	4	INV	Paid	19.85	84436	2344190-0	Stamps/ink, UB Delinq. letter paper	3/31/2025	4/17/2025
CO	40153481 531000	Office Supplies	2025	4	INV	Paid	10.70	84436	2344190-0	Stamps/ink, UB Delinq. letter paper	3/31/2025	4/17/2025
CO	40253580 531000	Office Supplies	2025	4	INV	Paid	10.70	84436	2344190-0	Stamps/ink, UB Delinq. letter paper	3/31/2025	4/17/2025
CO	40353130 531000	Office Supplies	2025	4	INV	Paid	10.70	84436	2344190-0	Stamps/ink, UB Delinq. letter paper	3/31/2025	4/17/2025
COI	POL52122 541511	Dispatch Services	2025	4	INV	Paid	31,034.57	84437	25000153	Dispatch services- March 2025	4/1/2025	4/17/2025
COI	POL52360 541502	Jail Services - Issaquah	2025	4	INV	Paid	21,233.01	84437	25000149	Issaquah Jail- Housing & Med- Snoq. inmates-Feb.	3/31/2025	4/17/2025
COI	01452122 541511	Dispatch Services	2025	4	INV	Paid	20,689.71	84437	25000153	Dispatch services- March 2025	4/1/2025	4/17/2025
COMP PD	POL52122 531000	Office Supplies	2025	4	INV	Paid	115.72	84438	2337263-0	ID laminating pouches, paper, paper twls, mat	2/20/2025	4/17/2025
COMP PD	POL52122 531000	Office Supplies	2025	4	INV	Paid	18.67	84438	2338594-0	Key tags, pencil sharpener, liquid hand soap	2/27/2025	4/17/2025
COMP PD	POL52122 531340	Custodial & Cleaning Supplies	2025	4	INV	Paid	337.57	84438	2337263-0	ID laminating pouches, paper, paper twls, mat	2/20/2025	4/17/2025
COMP PD	POL52122 531340	Custodial & Cleaning Supplies	2025	4	INV	Paid	65.74	84438	2338594-0	Key tags, pencil sharpener, liquid hand soap	2/27/2025	4/17/2025
DATEC	50251881 531820	Info Tech Components	2025	4	INV	Paid	953.75	84439	65312	PD vehicle headrest printer mounts	3/21/2025	4/17/2025
DATEC	50251881 531820	Info Tech Components	2025	4	INV	Paid	2,586.03	84439	65328	PD vehicle printers and scanners	3/26/2025	4/17/2025
EJ	41750935 563000	384th St - Const	2025	4	INV	Paid	3,838.44	84440	110240087941	For CoS Custom Sewer Manhole Lids	11/15/2024	4/17/2025
Evergreen Ford	50154868 548000	Repair & Maintenance Services	2025	4	INV	Paid	348.11	84441	6309833	Transmission fluid flush #24 pickup	4/1/2025	4/17/2025
FCS Bowman	40153410 541095	Utility Rate Study	2025	4	INV	Paid	2,200.00	84442	3918-22501051	Utility Rate Study 2025/2030	1/31/2025	4/17/2025
FCS Bowman	40153410 541095	Utility Rate Study	2025	4	INV	Paid	2,380.00	84442	3918-22502069	Utility Rate Study 2025/2030	2/28/2025	4/17/2025
FCS Bowman	40153410 541095	Utility Rate Study	2025	4	INV	Paid	220.00	84442	3918-22503040	Utility Rate Study 2025/2030	3/31/2025	4/17/2025
FCS Bowman	40253510 541095	Utility Rate Study	2025	4	INV	Paid	2,200.00	84442	3918-22501051	Utility Rate Study 2025/2030	1/31/2025	4/17/2025
FCS Bowman	40253510 541095	Utility Rate Study	2025	4	INV	Paid	2,380.00	84442	3918-22502069	Utility Rate Study 2025/2030	2/28/2025	4/17/2025
FCS Bowman	40253510 541095	Utility Rate Study	2025	4	INV	Paid	220.00	84442	3918-22503040	Utility Rate Study 2025/2030	3/31/2025	4/17/2025
FCS Bowman	40353110 541095	Utility Rate Study	2025	4	INV	Paid	1,100.00	84442	3918-22501051	Utility Rate Study 2025/2030	1/31/2025	4/17/2025
FCS Bowman	40353110 541095	Utility Rate Study	2025	4	INV	Paid	1,190.00	84442	3918-22502069	Utility Rate Study 2025/2030	2/28/2025	4/17/2025
FCS Bowman	40353110 541095	Utility Rate Study	2025	4	INV	Paid	110.00	84442	3918-22503040	Utility Rate Study 2025/2030	3/31/2025	4/17/2025
GIRARD	PKF57680 548150	Landscaping Services	2025	4	INV	Paid	80.26	84443	FC 376	Finance chgs for inv. 9134104 paid late on 4/10/25	3/18/2025	4/17/2025
HCI	40153482 548000	Repair & Maintenance Services	2025	4	INV	Paid	5,878.25	84444	14412229	Service contract for treatment plant analyzers	3/14/2025	4/17/2025
IHK	PKF57680 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	500.32	84445	95467P	Power washer hose	4/2/2025	4/17/2025
IMC	NON51250 541115	Municipal Court Services-Costs	2025	4	INV	Paid	3,116.51	84446	SQL Mar 2025	Snoqualmie court filings- March 2025	4/2/2025	4/17/2025
Jake Stewart	40253580 523300	Reimb - Dues, Licenses & Cert	2025	4	INV	Paid	106.00	84447	RE Jake Stewart 3/25	Reimb. J. Stewart Operator Test Fee	3/27/2025	4/17/2025
JOHNDEER	40353190 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	177.68	84448	151570335-001	1 inch chain lock - downtown equity tree planting	4/2/2025	4/17/2025

Kimley-Horn	PKF57680 541000	Professional Svcs - General	2025	4	INV	Paid	11,331.00	84449 30991809	Parks, Recreation & Open Space Plan	1/31/2025	4/17/2025
Les Schwab Tires	POLS2150 548000	Repair & Maintenance Services	2025	4	INV	Paid	30.54	84450 36300737037	Repair of PD flatbed trailer tire	3/28/2025	4/17/2025
Les Schwab Tires	50154868 531400	Tires	2025	4	INV	Paid	148.25	84450 36300738256	Mount and balance- 4 Police SUV tires	4/4/2025	4/17/2025
LEVEL3	50251888 542000	Telephone Service	2025	4	INV	Paid	2,384.02	84451 732251595	Monthly telephone service	4/1/2025	4/17/2025
LNCS	POLS2122 531050	Uniforms & Protective Gear	2025	4	INV	Paid	92.73	84452 INV927494	Tactical pant, D. Buergi	3/18/2025	4/17/2025
LNCS	POLS2122 531050	Uniforms & Protective Gear	2025	4	INV	Paid	5.17	84452 INV927953	Hat embroidery, D. Vladis	3/19/2025	4/17/2025
LNCS	POLS2122 531050	Uniforms & Protective Gear	2025	4	INV	Paid	87.36	84452 INV927981	Name patch x2 & embroidery D. Buergi	3/19/2025	4/17/2025
LNCS	POLS2122 531050	Uniforms & Protective Gear	2025	4	INV	Paid	311.14	84452 INV928443	D. Buergi Apex pant x3	3/20/2025	4/17/2025
LNCS	POLS2122 531050	Uniforms & Protective Gear	2025	4	INV	Paid	55.60	84452 INV928934	Radio pouch- D. Buergi	3/21/2025	4/17/2025
LNCS	POLS2122 531050	Uniforms & Protective Gear	2025	4	INV	Paid	497.74	84452 INV929584	Uniform shoes, tie/bar, nm pl, shirt, Jkt D Buergi	3/24/2025	4/17/2025
LNCS	POLS2122 531050	Uniforms & Protective Gear	2025	4	INV	Paid	62.76	84452 INV930144	Cap with embroidery D. Buergi	3/25/2025	4/17/2025
LNCS	POLS2122 531050	Uniforms & Protective Gear	2025	4	INV	Paid	459.14	84452 INV930164	Ball cap, w/embroid- J. Yang, jacket- J. Westman	3/25/2025	4/17/2025
LNCS	01452122 531050	Uniforms & Protective Gear	2025	4	INV	Paid	442.21	84452 INV927851	Jkts w/embroidery, C. Hendricks, J. Spears	3/19/2025	4/17/2025
LNCS	01452122 531050	Uniforms & Protective Gear	2025	4	INV	Paid	5.17	84452 INV927953	Hat embroidery, D. Vladis	3/19/2025	4/17/2025
LNCS	01452122 531050	Uniforms & Protective Gear	2025	4	INV	Paid	115.71	84452 INV930167	Polo w/ embroidery- N. Schulgen	3/25/2025	4/17/2025
LNCS	01452122 531050	Uniforms & Protective Gear	2025	4	INV	Paid	114.58	84452 INV930742	Pants- N. Schulgen	3/26/2025	4/17/2025
LOUDEDGE	00280090 541000	Professional Svcs - General	2025	4	INV	Paid	1,945.00	84453 COS-030125-A	Spring Events/Eg Hunts/2025 Calendar Dsgn	4/1/2025	4/17/2025
LOUDEDGE	PLN55730 541000	Professional Svcs - General	2025	4	INV	Paid	1,975.00	84453 COS-030125-B	Downtown Kiosk business directory design	4/1/2025	4/17/2025
Michael Peter	01452140 543000	Training & Travel	2025	4	INV	Paid	225.00	84454 RE M Peter 3/25	Reimb. M. Peter meals for training 3/23-28	3/31/2025	4/17/2025
Minuteman Press	POLS2122 549300	Printing	2025	4	INV	Paid	104.36	84455 94779	Business Cards, C. Hendricks	3/28/2025	4/17/2025
Minuteman Press	01452122 549300	Printing	2025	4	INV	Paid	104.36	84455 94779	Business Cards, C. Hendricks	3/28/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	61.58	84456 058869	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	283.64	84456 058915	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	315.43	84456 059213	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	517.46	84456 059367	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	217.11	84456 059385	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	391.99	84456 059386	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	97.38	84456 059455	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	195.26	84456 059552	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	248.31	84456 059576	March 25 ER&R equipment repair parts #6400 Account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	817.92	84456 059678	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	282.34	84456 059679	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	112.21	84456 059958	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	107.97	84456 059998	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	85.40	84456 060162	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	30.79	84456 060286	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	518.21	84456 060378	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	133.56	84456 060404	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	53.37	84456 060622	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	16.31	84456 060657	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	687.31	84456 060817	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	154.94	84456 061026	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	116.67	84456 061084	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	85.62	84456 061394	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	705.14	84456 061395	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	79.88	84456 061430	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
NB AUTOF	50154868 531301	Repair Parts	2025	4	INV	Paid	37.14	84456 061431	March 25 ER&R equipment repair parts #6400 account	3/25/2025	4/17/2025
OTAK	31175010 541060	Design Services	2025	4	INV	Paid	314.91	84457 000012500169	Towncenter Phase 3- Design/Engineering	1/15/2025	4/17/2025
OTAK	31175010 541060	Design Services	2025	4	INV	Paid	727.62	84457 000022500154	Towncenter Phase 3- Design/Engineering	2/25/2025	4/17/2025
OTAK	31175060 541066	Mdwbrk Bridge - Prof'l Svcs	2025	4	INV	Paid	352.50	84457 00002500213	Meadowbrook bridge svcs through Feb. 26, 2025	2/26/2025	4/17/2025
PARAMET	31137020 541000	Community Ctr - Prof'l Svcs	2025	4	INV	Paid	2,381.50	84458 48223	Community Ctr Services through 8/26/23	9/5/2023	4/17/2025
PARAMET	31137020 541000	Community Ctr - Prof'l Svcs	2025	4	INV	Paid	3,016.00	84458 57618	Community Ctr Services through 6/30/24	7/11/2024	4/17/2025
PFM FIN	FIN51423 541090	Financial Services	2025	4	INV	Paid	3,000.00	84459 135808	Quarterly retainer for Jan-Mar 2025	4/1/2025	4/17/2025
PRIDEELE	51051821 548000	Repair & Maintenance Services	2025	4	INV	Paid	673.09	84460 437930	Electrical Repairs & Modification(City Hall Lobby)	3/14/2025	4/17/2025
PSE	PKF57680 547100	Electricity	2025	4	INV	Paid	2,061.58	84461 007355 4/25	Electricity	4/4/2025	4/17/2025
PSE	PKF57680 547100	Electricity	2025	4	INV	Paid	1,662.29	84461 007355 4/25 #2	Electricity	4/3/2025	4/17/2025
PSE	POLS2150 547100	Electricity	2025	4	INV	Paid	981.27	84461 002083 3/25	Electricity	3/26/2025	4/17/2025
PSE	STR54263 547100	Electricity	2025	4	INV	Paid	242.39	84461 001499 3/25 #3	Electricity	3/26/2025	4/17/2025
PSE	STR54263 547100	Electricity	2025	4	INV	Paid	420.41	84461 001499 4/25	Electricity	4/2/2025	4/17/2025

PSE	STR54263 547100	Electricity	2025	4	INV	Paid	69.49	84461 001499 4/25 #2	Electricity	4/1/2025	4/17/2025
PSE	STR54263 547100	Electricity	2025	4	INV	Paid	40.40	84461 431306 4/25	Electricity	4/1/2025	4/17/2025
PSE	STR54263 547100	Electricity	2025	4	INV	Paid	12.16	84461 456550 4/25	Electricity	4/3/2025	4/17/2025
PSE	STR54263 547100	Electricity	2025	4	INV	Paid	49.61	84461 577403 4/25	Electricity	4/3/2025	4/17/2025
PSE	STR54263 547100	Electricity	2025	4	INV	Paid	80.73	84461 577445 4/25	Electricity	4/3/2025	4/17/2025
PSE	STR54263 547100	Electricity	2025	4	INV	Paid	156.84	84461 617464 4/25	Electricity	4/3/2025	4/17/2025
PSE	STR54263 547100	Electricity	2025	4	INV	Paid	1,444.84	84461 639966 4/25	Electricity	4/3/2025	4/17/2025
PSE	STR54263 547100	Electricity	2025	4	INV	Paid	36.48	84461 742043 4/25	Electricity	4/3/2025	4/17/2025
PSE	STR54263 547100	Electricity	2025	4	INV	Paid	68.66	84461 780111 4/25	Electricity	4/3/2025	4/17/2025
PSE	STR54263 547100	Electricity	2025	4	INV	Paid	12.27	84461 780137 4/25	Electricity	4/3/2025	4/17/2025
PSE	40153481 547100	Electricity	2025	4	INV	Paid	9,587.30	84461 004220 3/25	Electricity	3/26/2025	4/17/2025
PSE	40153481 547100	Electricity	2025	4	INV	Paid	19.63	84461 037989 4/25	Electricity	4/4/2025	4/17/2025
PSE	40153482 547100	Electricity	2025	4	INV	Paid	2,680.96	84461 004220 3/25	Electricity	3/26/2025	4/17/2025
PSE	40153935 547100	Electricity	2025	4	INV	Paid	12.01	84461 103385 4/25	Electricity	4/3/2025	4/17/2025
PSE	40153935 547100	Electricity	2025	4	INV	Paid	3,601.50	84461 436232 4/25	Electricity	4/3/2025	4/17/2025
PSE	40153935 547100	Electricity	2025	4	INV	Paid	12.97	84461 794782 4/25	Electricity	4/3/2025	4/17/2025
PSE	40253565 547100	Electricity	2025	4	INV	Paid	43.33	84461 007124 4/25	Electricity	4/4/2025	4/17/2025
PSE	40253565 547100	Electricity	2025	4	INV	Paid	107.46	84461 241392 4/25	Electricity	4/3/2025	4/17/2025
PSE	40253565 547100	Electricity	2025	4	INV	Paid	384.20	84461 241418 4/25	Electricity	4/3/2025	4/17/2025
PSE	40253580 547100	Electricity	2025	4	INV	Paid	2,590.66	84461 010474 4/25	Electricity	4/3/2024	4/17/2025
PSE	51051821 547100	Electricity	2025	4	INV	Paid	124.94	84461 005615 4/25	Electricity	4/3/2025	4/17/2025
PSE	51051821 547100	Electricity	2025	4	INV	Paid	571.98	84461 010474 4/25	Electricity	4/3/2024	4/17/2025
PSE	51051821 547100	Electricity	2025	4	INV	Paid	844.48	84461 133972 4/25	Electricity	4/3/2025	4/17/2025
PSE	51051821 547100	Electricity	2025	4	INV	Paid	214.66	84461 198066 4/25	Electricity	4/3/2025	4/17/2025
PSE	51051821 547100	Electricity	2025	4	INV	Paid	32.60	84461 198082 4/25	Electricity	4/3/2025	4/17/2025
PSE	51051821 547100	Electricity	2025	4	INV	Paid	11.73	84461 400820 4/25	Electricity	4/3/2025	4/17/2025
PSE	51051821 547100	Electricity	2025	4	INV	Paid	122.69	84461 549936 4/25	Electricity	4/3/2025	4/17/2025
PSRFA	50154868 548000	Repair & Maintenance Services	2025	4	INV	Paid	428.26	84462 13231	Service #601 - Fire Truck Primer Pump Motor	3/18/2025	4/17/2025
PSTEST	POL52110 541000	Professional Svcs - General	2025	4	INV	Paid	3,205.00	84463 PSTI25-70	Background Investigations for D. Buerigi	3/28/2025	4/17/2025
PSTEST	POL52110 549200	Dues-Subscriptions-Memberships	2025	4	INV	Paid	232.00	84463 2025-252	Subscription Fees Jan - March 2025	4/1/2025	4/17/2025
Puget Sound Emergenc	FIR52250 542100	Radio Communication Services	2025	4	INV	Paid	3,322.80	84464 2134	Quarter 2 Usage- Public Safety Radios	4/1/2025	4/17/2025
Puget Sound Emergenc	POL52150 542100	Cellular Telephone	2025	4	INV	Paid	5,759.52	84464 2135	Police Public Safety radios- 2nd Quarter 2025	4/1/2025	4/17/2025
Pye Barker	40153481 548000	Repair & Maintenance Services	2025	4	INV	Paid	120.12	84465 IV00485969	Quarterly fire alarm monitoring	4/1/2025	4/17/2025
Pye Barker	51051821 548000	Repair & Maintenance Services	2025	4	INV	Paid	305.76	84465 IV00485913	Fire & Burg alarm monitoring & service- Fire St	4/1/2025	4/17/2025
Pye Barker	51051821 548000	Repair & Maintenance Services	2025	4	INV	Paid	310.13	84465 IV00485914	Fire & Burg alarm monitoring & service- Police St	4/1/2025	4/17/2025
Pye Barker	51051821 548000	Repair & Maintenance Services	2025	4	INV	Paid	291.57	84465 IV00485915	Fire & Burg alarm monitoring & service- City Hall	4/1/2025	4/17/2025
Pye Barker	51051821 548000	Repair & Maintenance Services	2025	4	INV	Paid	255.53	84465 IV00485968	Fire & Burg alarm monitoring & service- Pub Wks	4/1/2025	4/17/2025
SCOTT-ME	POL52122 531910	Operating Supplies	2025	4	INV	Paid	229.50	84466 075206	Abandoned vehicle stickers	3/24/2025	4/17/2025
SCOTT-ME	01452122 531910	Operating Supplies	2025	4	INV	Paid	229.50	84466 075206	Abandoned vehicle stickers	3/24/2025	4/17/2025
Sherri Tye	POL52140 543000	Training & Travel	2025	4	INV	Paid	365.78	84467 RE S Tye 3/25	Reimb. S. Tye meals/mileage for trng 3/23-28	4/1/2025	4/17/2025
SPOK	40153935 542000	Telephone Service	2025	4	INV	Paid	30.27	84468 J03038780	Monthly irrigation pager fee	3/15/2025	4/17/2025
STERICYCLE	POL52122 541000	Professional Svcs - General	2025	4	INV	Paid	10.36	84469 8010168909	On-call monthly service charge-minimum	3/14/2025	4/17/2025
SV School Dist	01452122 532100	Gasoline/Diesel Fuel	2025	4	INV	Paid	5,648.04	84470 8469	Fleet and NB Police Fuel	4/3/2025	4/17/2025
SV School Dist	50154868 532100	Gasoline/Diesel Fuel	2025	4	INV	Paid	9,507.86	84470 8469	Fleet and NB Police Fuel	4/3/2025	4/17/2025
SYSTEMS DESIGN W	FIR52270 541090	BLS Customer Billing Services	2025	4	INV	Paid	810.11	84471 20250665	February EMS billing	3/27/2025	4/17/2025
The Narwhal Group	STR54266 541000	Professional Svcs - General	2025	4	INV	Paid	400.00	84472 2024-25857	Weathernet Service Fee - January 2025	12/28/2024	4/17/2025
The Narwhal Group	STR54266 541000	Professional Svcs - General	2025	4	INV	Paid	400.00	84472 2025-26002	Weathernet Service Fee for Feb. 2025	1/28/2025	4/17/2025
The Narwhal Group	STR54266 541000	Professional Svcs - General	2025	4	INV	Paid	400.00	84472 2025-26478	Weathernet Service Fee - April 2025	3/28/2025	4/17/2025
TUSCAN	50154868 548940	Property Damage Repairs	2025	4	INV	Paid	633.65	84473 702790	Graphic damage (pit) #109 case# 24N-4530	3/31/2025	4/17/2025
UNITEDSI	40353130 548000	Repair & Maintenance Services	2025	4	INV	Paid	185.00	84474 INV-5221005	Portable toilet service for DOC operations	3/31/2025	4/17/2025
VERIZ 3	50251888 542010	Cellular Telephone	2025	4	INV	Paid	2,197.32	84475 6108714825	PD cell phones- Feb 17-Mar 16 2025	3/16/2025	4/17/2025
VISIONQ	51051821 548000	Repair & Maintenance Services	2025	4	INV	Paid	775.00	84476 001875	Window and louver cleaning City Hall and Police	3/23/2025	4/17/2025
VISIONQ	51051821 548000	Repair & Maintenance Services	2025	4	INV	Paid	275.00	84476 001876	Window and louver cleaning City Hall and Police	3/23/2025	4/17/2025
Water Mgmt Group	40153935 541000	Professional Svcs - General	2025	4	INV	Paid	4,004.98	84477 21850	April 2025 maxicom irrigation monitoring svc	3/21/2025	4/17/2025
Water Mgmt Labs	40153481 541000	Professional Svcs - General	2025	4	INV	Paid	30.00	84478 227654	March 2025 arsenic sample	3/21/2025	4/17/2025
WESTPAY	POL52110 549200	Dues-Subscriptions-Memberships	2025	4	INV	Paid	238.39	84479 851734896	Clear research database monthly fee - March 2025	4/1/2025	4/17/2025
WLACE	40153481 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	236.56	84480 15314649	Buckets, totes, painting supplies	3/25/2025	4/17/2025
WLACE	40153481 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	69.80	84480 15314686	Mixed fuel	3/28/2025	4/17/2025
WSP BF	63358930 589305	Concealed Pistol License Remit	2025	4	INV	Paid	165.00	84481 I2505359	Finger printing background checks- March 2025	4/1/2025	4/17/2025

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$9,309.44

For claims warrants numbered 84482 through 84482 & dated 4/22/2025

VENDOR NAME	ACCOUNT	ACCOUNT DESC	YEAR	PERIOD	TYPE	STATUS	AMOUNT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE	CHECK DATE
KING COUNTY	PKF57680 544400	Taxes & Assessments	2025	4	INV	Paid	3,103.15	84482	KC Tax 2025	KC Property Tax 2025	2/20/2025	4/22/2025
KING COUNTY	40143481 544400	Taxes & Assessments	2025	4	INV	Paid	3,103.15	84482	KC Tax 2025	KC Property Tax 2025	2/20/2025	4/22/2025
KING COUNTY	40243580 544400	Taxes & Assessments	2025	4	INV	Paid	3,103.14	84482	KC Tax 2025	KC Property Tax 2025	2/20/2025	4/22/2025

City of Snoqualmie

Claims presented to the City to be paid in the amount of \$341,586.77

For claims warrants numbered 84483 through 84545 & dated 4/24/2025

VENDOR NAME	ACCOUNT	ACCOUNT DESC	YEAR	PERIOD	TYPE	STATUS	AMOUNT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE	CHECK DATE
AM TEST	40253585 541000	Professional Svcs - General	2025	4	INV	Paid	2,005.00	84483	A25D0202	3rd Party Lab Services	4/5/2025	4/24/2025
AMZONCAP	00030010 541420	HR-Related Services	2025	4	INV	Paid	18.55	84484	1DTC-GFYR-7QTG	120 Plastic Eggs for Easter Egg Hunt	4/7/2025	4/24/2025
AMZONCAP	ADM51310 531000	Office Supplies	2025	4	INV	Paid	102.59	84484	1F94-JYG1-3T1P	HP Paper & Clear Binding Presentation Covers	4/9/2025	4/24/2025
AMZONCAP	ADM51310 531000	Office Supplies	2025	4	INV	Paid	17.46	84484	1PWM-F3QG-944R	3/8 in. Plastic Binding Comb Ring/Binding Spines	4/9/2025	4/24/2025
AMZONCAP	PKF57680 531000	Office Supplies	2025	4	INV	Paid	5.35	84484	1CMX-RDLQ-9HVH	Office Supplies for Various Departments	3/11/2025	4/24/2025
AMZONCAP	PKF57680 531000	Office Supplies	2025	4	INV	Paid	2.20	84484	1H4P-J4RV-6HWX	Office Supplies - Various Departments	3/4/2025	4/24/2025
AMZONCAP	PKF57680 531000	Office Supplies	2025	4	INV	Paid	4.36	84484	IXDC-9FVK-M1GF	Rulers	4/8/2025	4/24/2025
AMZONCAP	STR54230 531000	Office Supplies	2025	4	INV	Paid	5.35	84484	1CMX-RDLQ-9HVH	Office Supplies for Various Departments	3/11/2025	4/24/2025
AMZONCAP	40153481 531000	Office Supplies	2025	4	INV	Paid	5.35	84484	1CMX-RDLQ-9HVH	Office Supplies for Various Departments	3/11/2025	4/24/2025
AMZONCAP	40153481 531000	Office Supplies	2025	4	INV	Paid	3.75	84484	1H4P-J4RV-6HWX	Office Supplies - Various Departments	3/4/2025	4/24/2025
AMZONCAP	40153481 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	92.69	84484	16TT-D67Q-DLLJ	Ethernet Switch/Antenna	2/24/2025	4/24/2025
AMZONCAP	40253560 535900	Small Tools & Equipment	2025	4	INV	Paid	429.84	84484	1Q4W-PCND-9LCM	Metal Detector for Locating Manhole Covers	3/17/2025	4/24/2025
AMZONCAP	40253580 531000	Office Supplies	2025	4	INV	Paid	5.34	84484	1CMX-RDLQ-9HVH	Office Supplies for Various Departments	3/11/2025	4/24/2025
AMZONCAP	40353130 531000	Office Supplies	2025	4	INV	Paid	5.35	84484	1CMX-RDLQ-9HVH	Office Supplies for Various Departments	3/11/2025	4/24/2025
AMZONCAP	40353130 531000	Office Supplies	2025	4	INV	Paid	3.60	84484	1H4P-J4RV-6HWX	Office Supplies - Various Departments	3/4/2025	4/24/2025
AMZONCAP	40353190 531000	Office Supplies	2025	4	INV	Paid	5.35	84484	1CMX-RDLQ-9HVH	Office Supplies for Various Departments	3/11/2025	4/24/2025
AMZONCAP	40353190 531000	Office Supplies	2025	4	INV	Paid	3.60	84484	1H4P-J4RV-6HWX	Office Supplies - Various Departments	3/4/2025	4/24/2025
AMZONCAP	40353190 531050	Uniforms & Protective Gear	2025	4	INV	Paid	65.49	84484	1CMX-RDLQ-9HVH	Office Supplies for Various Departments	3/11/2025	4/24/2025
AMZONCAP	40353190 531050	Uniforms & Protective Gear	2025	4	INV	Paid	55.71	84484	1GJH-HYTP-FJRL	Repair & Maintenance Supplies	3/3/2025	4/24/2025
AMZONCAP	40353190 531050	Uniforms & Protective Gear	2025	4	INV	Paid	55.71	84484	1J6K-9QJG-D4MK	Stormwater - Hi Vis Safety Wear	3/10/2025	4/24/2025
AMZONCAP	40353190 531050	Uniforms & Protective Gear	2025	4	INV	Paid	111.42	84484	1JMR-YWKG-934Q	Stormwater - Safety Vests	3/1/2025	4/24/2025
AMZONCAP	40353190 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	147.42	84484	1GJH-HYTP-FJRL	Repair & Maintenance Supplies	3/3/2025	4/24/2025
AMZONCAP	50154868 531000	Office Supplies	2025	4	INV	Paid	5.35	84484	1CMX-RDLQ-9HVH	Office Supplies for Various Departments	3/11/2025	4/24/2025
AMZONCAP	50154868 531000	Office Supplies	2025	4	INV	Paid	3.60	84484	1H4P-J4RV-6HWX	Office Supplies - Various Departments	3/4/2025	4/24/2025
AMZONCAP	51051821 531000	Office Supplies	2025	4	INV	Paid	5.35	84484	1CMX-RDLQ-9HVH	Office Supplies for Various Departments	3/11/2025	4/24/2025
AMZONCAP	51051821 531000	Office Supplies	2025	4	INV	Paid	3.60	84484	1H4P-J4RV-6HWX	Office Supplies - Various Departments	3/4/2025	4/24/2025
AMZONCAP	51051821 531340	Custodial & Cleaning Supplies	2025	4	INV	Paid	12.56	84484	1LVV-QY6M-4X4H	Custodial - Cleaning Wipes	3/3/2025	4/24/2025
APWA MO	STR54290 549200	Dues-Subscriptions-Memberships	2025	4	INV	Paid	421.50	84485	000874969	Streets - Dues, Subscriptions, Memberships	3/4/2025	4/24/2025
APWA MO	40153410 549200	Dues-Subscriptions-Memberships	2025	4	INV	Paid	421.50	84485	000874969	Streets - Dues, Subscriptions, Memberships	3/4/2025	4/24/2025
APWA MO	40253580 549200	Dues-Subscriptions-Memberships	2025	4	INV	Paid	421.50	84485	000874969	Streets - Dues, Subscriptions, Memberships	3/4/2025	4/24/2025
APWA MO	40353110 549200	Dues-Subscriptions-Memberships	2025	4	INV	Paid	421.50	84485	000874969	Streets - Dues, Subscriptions, Memberships	3/4/2025	4/24/2025
APWA MO	40353190 549200	Dues-Subscriptions-Memberships	2025	4	INV	Paid	421.50	84485	000874969	Streets - Dues, Subscriptions, Memberships	3/4/2025	4/24/2025
APWA MO	50154861 549200	Dues-Subscriptions-Memberships	2025	4	INV	Paid	421.50	84485	000874969	Streets - Dues, Subscriptions, Memberships	3/4/2025	4/24/2025
ASPECT	41739434 541070	Source of Supply - Studies & I	2025	4	INV	Paid	51,953.25	84486	621368	ASR Analysis & Feasibility Study - Ending 3/30/25	4/9/2025	4/24/2025
ATWORK	STR54270 548150	Landscaping Services	2025	4	INV	Paid	6,671.28	84487	PS-INV105951	Roadside Maintenance/Stormwater Landscaping	3/31/2025	4/24/2025
ATWORK	40353130 548150	Landscaping Services	2025	4	INV	Paid	15,566.33	84487	PS-INV105951	Roadside Maintenance/Stormwater Landscaping	3/31/2025	4/24/2025
Automationdirect	40253565 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	100.10	84488	17735749	Relay for K3	4/9/2025	4/24/2025
Bark King	PKF57680 548000	Repair & Maintenance Services	2025	4	INV	Paid	12,378.09	84489	17886	Install Playground Chips	3/18/2025	4/24/2025
CALLAWAY	50154868 548000	Repair & Maintenance Services	2025	4	INV	Paid	435.34	84490	14031	Vehicle & Equipment Windshield Repair/Replacement	4/10/2025	4/24/2025
CD&TR	50154868 531301	Repair Parts	2025	4	INV	Paid	29.71	84491	0095867	Dump Truck #228 Engine Oil 15w-40	4/16/2025	4/24/2025
CD&TR	50154868 548000	Repair & Maintenance Services	2025	4	INV	Paid	839.57	84491	0095843	#228 Performed Forced Regen, Serviced, Air Test	4/10/2025	4/24/2025
CD&TR	50154868 548000	Repair & Maintenance Services	2025	4	INV	Paid	1,011.11	84491	0095848	Trans Service, Forge Regen, Service #229 Dump T	4/11/2025	4/24/2025
Chinoook Lumber	51051821 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	50.00	84492	2103472	3-Tab Roofing Material & Nails for Fire Stn stairs	4/15/2025	4/24/2025
CINTAS	40253580 545200	Rent - Furniture & Equipment	2025	4	INV	Paid	127.76	84493	9314848930	AED Services	3/31/2025	4/24/2025
COMCAST	50251888 542200	INET Internet Network Services	2025	4	INV	Paid	421.22	84494	0559927-03-25	Secondary Internet Service	3/11/2025	4/24/2025

COMCAST	50251888 542200	INET Internet Network Services	2025	4	INV	Paid	421.22	84494 0559927-04-25	Secondary Internet Service	4/11/2025	4/24/2025
COMMATTR	31137020 541060	Community Ctr. - Design	2025	4	INV	Paid	8,500.00	84495 4154	Snoo. retail strategy change order-YMCA Expansion	3/31/2025	4/24/2025
COS	FIR52250 547300	Water - Sewer - Stormwater	2025	4	INV	Paid	891.40	84496 UB 3/25	COS UB 3/25	4/4/2025	4/24/2025
COS	NON51820 547300	Water - Sewer - Stormwater	2025	4	INV	Paid	75.94	84496 UB 3/25	COS UB 3/25	4/4/2025	4/24/2025
COS	PKF57680 547300	Water - Sewer - Stormwater	2025	4	INV	Paid	11,944.06	84496 UB 3/25	COS UB 3/25	4/4/2025	4/24/2025
COS	POL52150 547300	Water - Sewer - Stormwater	2025	4	INV	Paid	1,003.85	84496 UB 3/25	COS UB 3/25	4/4/2025	4/24/2025
COS	STR54230 547300	Water - Sewer - Stormwater	2025	4	INV	Paid	1,694.62	84496 UB 3/25	COS UB 3/25	4/4/2025	4/24/2025
COS	STR54270 547300	Water - Sewer - Stormwater	2025	4	INV	Paid	209.99	84496 UB 3/25	COS UB 3/25	4/4/2025	4/24/2025
COS	40153481 547300	Water - Sewer - Stormwater	2025	4	INV	Paid	931.30	84496 UB 3/25	COS UB 3/25	4/4/2025	4/24/2025
COS	40153935 547300	Water - Sewer - Stormwater	2025	4	INV	Paid	255.30	84496 UB 3/25	COS UB 3/25	4/4/2025	4/24/2025
COS	40253580 547300	Water - Sewer - Stormwater	2025	4	INV	Paid	8,799.54	84496 UB 3/25	COS UB 3/25	4/4/2025	4/24/2025
COS	40353130 547300	Water - Sewer - Stormwater	2025	4	INV	Paid	1,029.72	84496 UB 3/25	COS UB 3/25	4/4/2025	4/24/2025
COS	51051821 547300	Water - Sewer - Stormwater	2025	4	INV	Paid	6,620.27	84496 UB 3/25	COS UB 3/25	4/4/2025	4/24/2025
CP	CLK51420 541000	Professional Svcs - General	2025	4	INV	Paid	461.92	84497 GCI0017231	Snoqualmie Municipal Code Web Update	4/9/2025	4/24/2025
CTV	FIR52220 531910	Operating Supplies	2025	4	INV	Paid	15.28	84498 B396474	12oz Solvent	2/26/2025	4/24/2025
CTV	FIR52220 531910	Operating Supplies	2025	4	INV	Paid	5.46	84498 B396485	Graffiti Remover, 12oz solvent return	2/26/2025	4/24/2025
CTV	FIR52220 531910	Operating Supplies	2025	4	INV	Paid	70.36	84498 B396803	Knife & Gloves	3/3/2025	4/24/2025
CTV	PKF57680 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	83.54	84498 B396938	Assorted Repair & Maintenance Supplies	3/5/2025	4/24/2025
CTV	PKF57680 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	14.19	84498 B397360	Assorted Repair & Maintenance Supplies	3/11/2025	4/24/2025
CTV	PKF57680 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	229.25	84498 B397361	Assorted Repair & Maintenance Supplies	3/11/2025	4/24/2025
CTV	PKF57680 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	23.77	84498 B397419	Assorted Repair & Maintenance Supplies	3/12/2025	4/24/2025
CTV	PKF57680 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	21.81	84498 B397470	Assorted Repair & Maintenance Supplies	3/13/2025	4/24/2025
CTV	PKF57680 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	6.53	84498 B397727	Assorted Repair & Maintenance Supplies	3/17/2025	4/24/2025
CTV	PKF57680 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	86.00	84498 B397928	Assorted Repair & Maintenance Supplies	3/21/2025	4/24/2025
CTV	PKF57680 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	23.77	84498 B398109	Assorted Repair & Maintenance Supplies	3/24/2025	4/24/2025
CTV	PKF57680 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	31.12	84498 B398152	Assorted Repair & Maintenance Supplies	3/25/2025	4/24/2025
CTV	PKF57680 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	1.31	84498 B398153	Assorted Repair & Maintenance Supplies	3/25/2025	4/24/2025
CTV	PKF57680 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	73.12	84498 B398171	Assorted Repair & Maintenance Supplies	3/25/2025	4/24/2025
CTV	PKF57680 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	26.19	84498 B398176	Assorted Repair & Maintenance Supplies	3/25/2025	4/24/2025
CTV	PKF57680 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	9.50	84498 B398178	Assorted Repair & Maintenance Supplies	3/25/2025	4/24/2025
CTV	STR54230 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	73.71	84498 B396508	1/4-20x5-1/2CAR BLT BX15	2/27/2025	4/24/2025
CTV	STR54230 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	26.51	84498 B397304	DURA 16PK AA Batteries	3/10/2025	4/24/2025
CTV	STR54230 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	2.18	84498 B397373	3/8-16 HEX NUT BOX 633	3/11/2025	4/24/2025
CTV	STR54230 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	62.89	84498 B397396	1/4-20 Hex Nut Box, MM6 16x12 XL BLK Bits	3/11/2025	4/24/2025
CTV	STR54230 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	5.77	84498 B397483	Screw 1/4x3/4 HX HD B687	3/13/2025	4/24/2025
CTV	40153481 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	33.98	84498 B397001	Screw HX 3/4-10x4 BX10	3/6/2025	4/24/2025
CTV	40153481 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	13.09	84498 B397362	20oz Para Moth Ball	3/11/2025	4/24/2025
CTV	40153481 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	64.37	84498 B398143	ENER 2PK 9v ALK Batteries	3/25/2025	4/24/2025
CTV	40253580 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	26.20	84498 B396860	3/Bx3/8x72 SS Connector	3/3/2025	4/24/2025
CTV	40353130 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	10.46	84498 B397019	Liquid Soap	3/6/2025	4/24/2025
CTV	51051821 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	21.82	84498 B396877	3/8Cx3/8Cx12 Connector	3/4/2025	4/24/2025
CTV	51051821 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	21.81	84498 B397858	1x55 HD Mounting Tape	3/20/2025	4/24/2025
CTV	51051821 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	73.10	84498 B397906	3/8Cx1.2FIPx20 Connector	3/21/2025	4/24/2025
CTV	51051821 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	75.28	84498 B397927	100PK 8" WHT Cable Tie	3/21/2025	4/24/2025
Dena Burke	LEG51531 543000	Training & Travel	2025	4	INV	Paid	1,040.70	84499 RE D Burke 3/25	Reimb. D. Burke mileage, lodging, meals for conf.	4/6/2025	4/24/2025
DRS	NON51810 522351	OASI Admin Fees	2025	4	INV	Paid	45.08	84500 1664959	Old Age & Survivors Insurance 2024 (OASI)	3/27/2025	4/24/2025
Evergreen Courier LL	40253585 542300	Postage & Freight	2025	4	INV	Paid	228.00	84501 000258	Ship Samples to Lab	3/24/2025	4/24/2025
Evergreen Courier LL	40253585 542300	Postage & Freight	2025	4	INV	Paid	114.00	84501 000262	Ship Samples to Lab	4/1/2025	4/24/2025
Evergreen Courier LL	40253585 542300	Postage & Freight	2025	4	INV	Paid	228.00	84501 000269	Ship to 3rd Party Lab	4/7/2025	4/24/2025
FCI	50154868 548000	Repair & Maintenance Services	2025	4	INV	Paid	81.83	84502 18557	Repair Spot Light #107 PD SUV	4/15/2025	4/24/2025
FuelCare	50154868 541000	Professional Svcs - General	2025	4	INV	Paid	4,533.00	84503 10751	Gen Set Fuel Tank Cleaning/Treatment (Polishing)	4/10/2025	4/24/2025
GRAINGER	40153481 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	157.68	84504 9457034511	Tool Box, Ratchet & Tools	3/31/2025	4/24/2025
Grange Supply	40153481 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	850.02	84505 758514	Fence Repair Supplies	9/26/2024	4/24/2025
Havis	50251881 548860	Hardware-Software Maintenance	2025	4	INV	Paid	162.71	84506 SRIN108908	PD Vehicle Dock Repair Service	2/28/2025	4/24/2025
HD Fowler	40153481 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	644.22	84507 16965805	2" Gate Valve	4/3/2025	4/24/2025
K&L Gates	LEG51541 541100	Outside Legal Services - Gen	2025	4	INV	Paid	4,774.36	84508 100153685	Legal Advice Snoqualmie Tribe Agreements	4/10/2025	4/24/2025
KBM	LEG51541 541100	Outside Legal Services - Gen	2025	4	INV	Paid	728.00	84509 25169	Pre-Defense Trial	4/4/2025	4/24/2025
KC 710	50251888 542200	INET Internet Network Services	2025	4	INV	Paid	1,300.00	84510 11015642	King County INET	3/31/2025	4/24/2025
KDBC	50159448 564000	Fleet Vehicles & Equipment	2025	4	INV	Paid	3,908.34	84511 17779	Uplift Equipment (4) 2025 Police Vehicle Consoles	4/3/2025	4/24/2025

Kimley-Horn	PKF57680 541000	Professional Svcs - General	2025	4	INV	Paid	4,955.00	84512 29992068	Parks, Recreation and Open Space Plan	10/31/2024	4/24/2025
Kissler	40253580 548000	Repair & Maintenance Services	2025	4	INV	Paid	2,283.62	84513 11615	Biosolids Haul to BUF	4/1/2025	4/24/2025
Kitt Co Sheriff Offc	PKF57680 543000	Training & Travel	2025	4	INV	Paid	3,950.00	84514 51	CDL School - R. Barnett	3/10/2025	4/24/2025
Kitt Co Sheriff Offc	PKF57680 543000	Training & Travel	2025	4	INV	Paid	3,950.00	84514 52	CDL School - D. Hawk	3/10/2025	4/24/2025
KONE	51051821 548000	Repair & Maintenance Services	2025	4	INV	Paid	1,851.69	84515 871647079	C.H. Elevator Maintenance, Annual L&I Inspection	4/1/2025	4/24/2025
LAWSONPR	40253580 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	2,282.24	84516 9312335851	Stock Supplies for Projects	3/24/2025	4/24/2025
LAWSONPR	40253580 531910	Operating Supplies	2025	4	INV	Paid	469.90	84516 9312365764	Stock Supplies for Bins	4/2/2025	4/24/2025
Les Schwab Tires	50154868 531400	Tires	2025	4	INV	Tired	33.81	84517 36300738027	Tire Repair #310 Backhoe	4/3/2025	4/24/2025
LOLM	NON51541 541110	Public Prosecutor Services	2025	4	INV	Paid	6,302.00	84518 Mar. 2025	Snoqualmie Prosecutor - March 2025	3/31/2025	4/24/2025
MACDMILL	51051821 548000	Repair & Maintenance Services	2025	4	INV	Paid	4,065.52	84519 JC101094	HVAC Domestic Water Tank Removal Fire Station	3/31/2025	4/24/2025
Minuteman Press	FIN51423 549300	Printing	2025	4	INV	Paid	3,832.61	84520 94829	1st Quarter B&O Tax Mailing Forms Envelops	4/7/2025	4/24/2025
Minuteman Press	40153481 531000	Office Supplies	2025	4	INV	Paid	212.20	84520 94830	March 2025 Utility Billing, Printing, Folding	4/7/2025	4/24/2025
Minuteman Press	40153481 549300	Printing	2025	4	INV	Paid	308.30	84520 94830	March 2025 Utility Billing, Printing, Folding	4/7/2025	4/24/2025
Minuteman Press	40253580 531000	Office Supplies	2025	4	INV	Paid	212.20	84520 94830	March 2025 Utility Billing, Printing, Folding	4/7/2025	4/24/2025
Minuteman Press	40253580 549300	Printing	2025	4	INV	Paid	308.30	84520 94830	March 2025 Utility Billing, Printing, Folding	4/7/2025	4/24/2025
Minuteman Press	40353130 531000	Office Supplies	2025	4	INV	Paid	212.20	84520 94830	March 2025 Utility Billing, Printing, Folding	4/7/2025	4/24/2025
Minuteman Press	40353130 549300	Printing	2025	4	INV	Paid	308.28	84520 94830	March 2025 Utility Billing, Printing, Folding	4/7/2025	4/24/2025
MRSC	STR54290 549200	Dues-Subscriptions-Memberships	2025	4	INV	Paid	50.00	84521 74398	MRSC Membership Renewal	4/2/2025	4/24/2025
MRSC	40153481 549200	Dues-Subscriptions-Memberships	2025	4	INV	Paid	50.00	84521 74398	MRSC Membership Renewal	4/2/2025	4/24/2025
MRSC	40253580 549200	Dues-Subscriptions-Memberships	2025	4	INV	Paid	50.00	84521 74398	MRSC Membership Renewal	4/2/2025	4/24/2025
MRSC	40353110 549200	Dues-Subscriptions-Memberships	2025	4	INV	Paid	50.00	84521 74398	MRSC Membership Renewal	4/2/2025	4/24/2025
MRSC	40353190 549200	Dues-Subscriptions-Memberships	2025	4	INV	Paid	40.00	84521 74398	MRSC Membership Renewal	4/2/2025	4/24/2025
MRSC	50154861 549200	Dues-Subscriptions-Memberships	2025	4	INV	Paid	35.00	84521 74398	MRSC Membership Renewal	4/2/2025	4/24/2025
Natural Selection	40253580 548000	Repair & Maintenance Services	2025	4	INV	Paid	2,172.01	84522 7948	BUF Biosolids Site	3/26/2025	4/24/2025
Natural Selection	40253580 548000	Repair & Maintenance Services	2025	4	INV	Paid	3,220.57	84522 7949	BUF Biosolids Site	3/26/2025	4/24/2025
Natural Selection	40253580 548000	Repair & Maintenance Services	2025	4	INV	Paid	3,001.90	84522 7961	BUF Biosolids Site	4/9/2025	4/24/2025
NAVIA AP	00030010 522300	HRA Medical Reimbursements	2025	4	INV	Paid	8.26	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	00150020 522300	HRA Medical Reimbursements	2025	4	INV	Paid	10.35	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	ADM51310 522300	HRA Medical Reimbursements	2025	4	INV	Paid	2.07	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	CLK51420 522300	HRA Medical Reimbursements	2025	4	INV	Paid	8.28	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	COM55720 522300	HRA Medical Reimbursements	2025	4	INV	Paid	1.45	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	EVE57120 522300	HRA Medical Reimbursements	2025	4	INV	Paid	4.14	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	EXE51310 522300	HRA Medical Reimbursements	2025	4	INV	Paid	4.14	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	FIN51423 522300	HRA Medical Reimbursements	2025	4	INV	Paid	19.25	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	FIR52210 522300	HRA Medical Reimbursements	2025	4	INV	Paid	4.14	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	FIR52220 522300	HRA Medical Reimbursements	2025	4	INV	Paid	4.14	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	LEG51531 522300	HRA Medical Reimbursements	2025	4	INV	Paid	4.14	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	NON51810 541000	Professional Svcs - General	2025	4	INV	Paid	100.00	84523 10958813	FSA Admin Fees - March	3/28/2025	4/24/2025
NAVIA AP	PKA57680 522300	HRA Medical Reimbursements	2025	4	INV	Paid	1.45	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	PKF57680 522300	HRA Medical Reimbursements	2025	4	INV	Paid	21.74	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	PLN55860 522300	HRA Medical Reimbursements	2025	4	INV	Paid	6.21	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	POL52110 522300	HRA Medical Reimbursements	2025	4	INV	Paid	10.97	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	POL52121 522300	HRA Medical Reimbursements	2025	4	INV	Paid	2.69	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	POL52122 522300	HRA Medical Reimbursements	2025	4	INV	Paid	35.11	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	POL52131 522300	HRA Medical Reimbursements	2025	4	INV	Paid	4.14	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	STR54230 522300	HRA Medical Reimbursements	2025	4	INV	Paid	3.11	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	STR54290 522300	HRA Medical Reimbursements	2025	4	INV	Paid	0.83	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	01452110 522300	HRA Medical Reimbursements	2025	4	INV	Paid	11.80	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	01452122 522300	HRA Medical Reimbursements	2025	4	INV	Paid	49.89	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	31132010 522300	HRA Medical Reimbursements	2025	4	INV	Paid	2.48	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	31132020 522300	HRA Medical Reimbursements	2025	4	INV	Paid	3.73	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	31132030 522300	HRA Medical Reimbursements	2025	4	INV	Paid	5.80	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	40153410 522300	HRA Medical Reimbursements	2025	4	INV	Paid	2.17	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	40153481 522300	HRA Medical Reimbursements	2025	4	INV	Paid	18.63	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	40153915 522300	HRA Medical Reimbursements	2025	4	INV	Paid	1.76	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	40153935 522300	HRA Medical Reimbursements	2025	4	INV	Paid	8.28	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	40253510 522300	HRA Medical Reimbursements	2025	4	INV	Paid	0.81	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	40253580 522300	HRA Medical Reimbursements	2025	4	INV	Paid	16.97	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	40253585 522300	HRA Medical Reimbursements	2025	4	INV	Paid	0.83	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025

NAVIA AP	40353110 522300	HRA Medical Reimbursements	2025	4	INV	Paid	5.38	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	40353130 522300	HRA Medical Reimbursements	2025	4	INV	Paid	12.83	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	40353190 522300	HRA Medical Reimbursements	2025	4	INV	Paid	16.56	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	41759431 522300	HRA Medical Reimbursements	2025	4	INV	Paid	4.55	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	41759434 522300	HRA Medical Reimbursements	2025	4	INV	Paid	4.14	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	41759435 522300	HRA Medical Reimbursements	2025	4	INV	Paid	4.45	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	50154861 522300	HRA Medical Reimbursements	2025	4	INV	Paid	9.11	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	50154868 522300	HRA Medical Reimbursements	2025	4	INV	Paid	8.28	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	50251888 522300	HRA Medical Reimbursements	2025	4	INV	Paid	17.60	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	51051820 522300	HRA Medical Reimbursements	2025	4	INV	Paid	14.08	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NAVIA AP	51051821 522300	HRA Medical Reimbursements	2025	4	INV	Paid	8.28	84523 10958814	HRA Participant Fees - March	3/28/2025	4/24/2025
NORSTAR	50154868 531301	Repair Parts	2025	4	INV	Paid	4,493.84	84524 62722	State Bid Replacement Snow Plow Blades-Lrge Monroe	4/15/2025	4/24/2025
NORSTAR	50154868 531301	Repair Parts	2025	4	INV	Paid	4,004.15	84524 62723	State Bid Replacement Snow Plow - Small Boss Plow	4/15/2025	4/24/2025
OTAK	PLN55860 541000	Professional Svcs - General	2025	4	INV	Paid	40,521.92	84525 000042500037	Snoqualmie Climate Resilience Planning Services	4/4/2025	4/24/2025
OTAK	PLN55861 541080	Environmental Services	2025	4	INV	Paid	735.00	84525 000032500247	Snoqualmie BAS Review and Comp Plan Support	3/31/2025	4/24/2025
OTAK	31175010 541060	Design Services	2025	4	INV	Paid	279.62	84525 00.032500266	Otak - Towncenter Phase 3 (Design/Engineering)	3/19/2025	4/24/2025
PB 179	NON51890 542300	Postage & Freight	2025	4	INV	Paid	36.81	84526 3320619057	PB Postage Machine Lease 2/28/25 - 5/27/25	4/8/2025	4/24/2025
PB 179	NON59118 577001	P-B Postage Machine Lease	2025	4	INV	Paid	535.92	84526 3320619057	PB Postage Machine Lease 2/28/25 - 5/27/25	4/8/2025	4/24/2025
POA	50251888 545200	Rent - Furniture & Equipment	2025	4	INV	Paid	700.75	84527 182954	Copier Kit Overage	3/26/2025	4/24/2025
POA	50251888 545200	Rent - Furniture & Equipment	2025	4	INV	Paid	2.84	84527 8C24086-5	Monthly Administration Printer Lease	2/14/2025	4/24/2025
POA	50251888 545200	Rent - Furniture & Equipment	2025	4	INV	Paid	2.84	84527 8C24086-6	Monthly Administration Printer Lease/Tax	3/14/2025	4/24/2025
POA	50251888 545200	Rent - Furniture & Equipment	2025	4	INV	Paid	1.90	84527 8C24585-4	Monthly PD Printer Lease Tax	2/14/2025	4/24/2025
POA	50251888 545200	Rent - Furniture & Equipment	2025	4	INV	Paid	1.90	84527 8C24585-5	Monthly PD Printer Lease/Tax	3/14/2025	4/24/2025
POA	50251888 545200	Rent - Furniture & Equipment	2025	4	INV	Paid	137.66	84527 CSQ-2723	Monthly Printer Lease/Tax	3/14/2025	4/24/2025
POA	50259118 577004	Copiers/Printers Lease Prin	2025	4	INV	Paid	31.19	84527 8C24086-5	Monthly Administration Printer Lease	2/14/2025	4/24/2025
POA	50259118 577004	Copiers/Printers Lease Prin	2025	4	INV	Paid	31.19	84527 8C24086-6	Monthly Administration Printer Lease/Tax	3/14/2025	4/24/2025
POA	50259118 577004	Copiers/Printers Lease Prin	2025	4	INV	Paid	20.93	84527 8C24585-4	Monthly PD Printer Lease Tax	2/14/2025	4/24/2025
POA	50259118 577004	Copiers/Printers Lease Prin	2025	4	INV	Paid	20.93	84527 8C24585-5	Monthly PD Printer Lease/Tax	3/14/2025	4/24/2025
POA	50259118 577004	Copiers/Printers Lease Prin	2025	4	INV	Paid	1,552.91	84527 CSQ-2723	Monthly Printer Lease/Tax	3/14/2025	4/24/2025
POLY	40253580 531500	Sewage Treatment Chemicals	2025	4	INV	Paid	13,939.39	84528 1892502	Solids Processing Chemicals	1/6/2025	4/24/2025
Power Systems West	50154868 548000	Repair & Maintenance Services	2025	4	INV	Paid	3,057.12	84529 S12540001015	Water Pump Replacement Gen Set G-6	3/31/2025	4/24/2025
POWERDMS	50251881 531800	Department Software	2025	4	INV	Paid	10,769.97	84530 INV-132782	PowerAction & PowerReady Setup/Sub: 4/1 - 10/31/25	4/7/2025	4/24/2025
PROCOM LLC	00030010 541000	Professional Svcs - General	2025	4	INV	Paid	72.00	84531 137242	DOT Other Drug Test Matthew Miller	1/31/2025	4/24/2025
PSRFA	50154868 548000	Repair & Maintenance Services	2025	4	INV	Paid	6,322.09	84532 13430	Fire Apparatus Repair & Service April 25	4/3/2025	4/24/2025
Pye Barker	40253580 548000	Repair & Maintenance Services	2025	4	INV	Paid	120.12	84533 IV00485955	Fire Alarm Monitoring	4/1/2025	4/24/2025
ROBERT HALF	FIN51423 541190	Temporary Agency Personnel	2025	4	INV	Paid	2,732.40	84534 64838006	M. Barnett - Payroll Specialist Support	4/8/2025	4/24/2025
ROBERT HALF	FIN51423 541190	Temporary Agency Personnel	2025	4	INV	Paid	2,732.40	84534 64863691	M. Barnett - Payroll Specialist	4/15/2025	4/24/2025
SEAAUTO	50154868 531301	Repair Parts	2025	4	INV	Paid	2,611.56	84535 S5-9861052	Replacement Brake Pads - Ford Police SUV 2020-2025	4/7/2025	4/24/2025
SHERWILL	40153481 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	101.95	84536 95452192800225	Painting Supplies	2/10/2025	4/24/2025
SHERWILL	51051821 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	89.71	84536 62276122470325	Paint, Stain & Painting Supplies	3/23/2025	4/24/2025
SHI INT	50251881 548860	Hardware-Software Maintenance	2025	4	INV	Paid	8,674.85	84537 B19472048	Sophos Central Renewal	3/10/2025	4/24/2025
SHI INT	50251881 548860	Hardware-Software Maintenance	2025	4	INV	Paid	20,767.06	84537 B19549398	Adobe Annual License Renewal	3/27/2025	4/24/2025
SKCDPH	40253580 547501	Hazardous Waste Program Fees	2025	4	INV	Paid	6,295.33	84538 Q1-2025	Hazardous waste funding- King County	4/1/2025	4/24/2025
TSI CARN	STCS9564 563000	General Streets Signage	2025	4	INV	Paid	662.11	84539 19907	Street Signage	3/26/2025	4/24/2025
TYLERTEC	35059418 541000	Professional Svcs - General	2025	4	INV	Paid	3,912.00	84540 045-514864	Tyler Consulting Services	4/9/2025	4/24/2025
UULC	40153481 541000	Professional Svcs - General	2025	4	INV	Paid	131.90	84541 5030233	Monthly Location Notifications	3/31/2025	4/24/2025
VERIZCS	40253565 542010	Cellular Telephone	2025	4	INV	Paid	1,513.37	84542 6109248106	M2M Communications SCADA	3/23/2025	4/24/2025
VWR	40253585 531510	Laboratory Supplies	2025	4	INV	Paid	523.34	84543 8818607916	Gloves	3/24/2025	4/24/2025
Water Mgmt Labs	40153481 541000	Professional Svcs - General	2025	4	INV	Paid	450.00	84544 228039	March 2025 Bacteria Samples	4/5/2025	4/24/2025
WLACE	PKF57680 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	18.09	84545 15314766	Compact utility knife and kitchen brush	4/7/2025	4/24/2025
WLACE	51051821 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	21.79	84545 15314833	Facility Parts and Supplies	4/14/2025	4/24/2025
WLACE	51051821 531300	Repair & Maintenance Supplies	2025	4	INV	Paid	101.41	84545 15314847	Outside Mold and Moss Cleaner - Fire Station	4/15/2025	4/24/2025

ADVICE REGISTER - SEMI MONTH

WARRANT: 250422 From: 04/01/2025 To: 04/15/2025

NAME	CHK #	NET PAY
ANGRISANO, ROBERT	00000830	838.98
ANTHONY, KATHLEEN	00000831	487.45
BADESHA, BIR DAVINDER	00000832	533.00
BAILEY, MICHAEL	00000833	5,816.26
BARNET, RYAN	00000834	3,260.79
BARRETT, TIMOTHY	00000835	3,585.42
BATTLES, JASON	00000836	4,357.45
BEACH, LYLE	00000837	3,712.79
BEINNER, MARY	00000838	596.79
BENNETT, PHILIP	00000839	4,912.83
BENSON, ETHAN	00000840	494.89
BETTS, JIMMIE L	00000841	3,802.27
BLACK, MELINDA	00000842	3,177.26
BOSTICK, MAX	00000843	4,372.07
BOUTA, ANDREW	00000844	4,888.63
BROWN, CHRIS E	00000845	4,518.75
BRUMFIELD, SAMANTHA	00000846	3,033.39
BUELNA, REBECCA	00000847	2,812.63
BUERGI, DANIEL R	00000848	3,947.51
BURKE, DENA	00000849	5,346.65
BYRD, TYLER D	00000850	3,098.74
CHAMBLESS, MICHAEL	00000851	6,268.21
CHRISTENSEN, CARA	00000852	498.04
COOPER, JOHN	00000853	3,868.17
COTTON, CATHERINE	00000854	494.89
CURLEE, JESSE	00000855	569.45
DALZIEL, RYAN A	00000856	3,161.74
DAVIDS, ALIZA	00000857	533.01
DAVIS, RAMONA	00000858	5,092.31
DEAN, DEANA L	00000859	4,176.97
DEMETRESCU, JOSHUA	00000860	434.29
DEWAR, MILES Z	00000861	2,185.48
DUDDLES, MARTHA J	00000862	2,826.91
ECKER, BRENDON J	00000863	2,219.92
FAVRO, KRISTEN	00000864	851.89
FLORIDA, HEATHER K	00000865	1,160.01
FOUTS, JACOB T	00000866	4,155.88
FRY, PATRICK	00000867	4,176.65
GAMBLE, DYLAN A	00000868	3,051.04
GARRETT, GRETCHEN G	00000869	3,250.78
GEORGE, JASON A	00000870	4,481.39
GUTWEIN, AUSTIN D	00000871	4,988.77
HALBERT, KEVIN F	00000872	3,083.22
HALL, JAEDON E	00000873	2,607.76
HAMLIN, JEFFREY T	00000874	4,673.13
HARRIS, DONALD I	00000875	5,030.90
HAWK, DALTON J	00000876	3,125.38
HEATH, GREGORY Q	00000877	3,124.79
HEBEL, RICHARD	00000878	2,775.43
HEDGER, MATTHEW	00000879	5,058.47
HENDERSON, KYLA A	00000880	3,259.73
HENDRICKS, CORY D	00000881	3,965.16
HILTON, AUSTIN	00000882	2,741.03

ADVICE REGISTER - SEMI MONTH

WARRANT: 250422 From: 04/01/2025 To: 04/15/2025

NAME	CHK #	NET PAY
HOLDEN, TANIA L	00000883	3,461.23
HOLMES, CHASE W	00000884	2,497.40
HOLMES, THOMAS E	00000885	6,725.36
HOREJSI, GARY W	00000886	4,317.08
HOYLA, KOBE R	00000887	3,283.01
HUGHES, JENNIFER L	00000888	3,665.72
IVERSON, CHRISTINE L	00000889	2,265.30
JOHNSON, JOLYON M	00000890	494.89
JOHNSON, KIMBERLY G	00000891	3,839.94
JONGEKRYG, ANDREW P	00000892	2,468.27
KNOWLES, KENNETH	00000893	3,135.41
LACROIX, LAFLECHE	00000894	4,537.53
LASSWELL, ROBERT	00000895	3,876.93
LATHAM, ANDREW F	00000896	3,041.06
LATHROP, NICHOLAS S	00000897	3,087.27
LEMOINE, BLAKE S	00000898	2,280.44
LIEBETRAU, MICHAEL K	00000899	2,459.26
LOEHNDORF, SCOTT A	00000900	3,135.15
LOSVAR, DYLAN	00000901	2,138.26
LYNCH, BRIAN W	00000902	22,525.76
MACVICAR, NEIL S	00000903	2,703.57
MAINSTONE, BRIAN R	00000904	3,127.74
MARKWARDT, KYLE C	00000905	2,851.41
MCCALL, DANNA M	00000906	3,610.53
MEADOWS, JOSEPH R	00000907	4,629.74
MEEHAN, ANNA	00000908	633.23
MILLER, CRAIG	00000909	4,556.27
MILLER, MATTHEW L	00000910	2,676.72
MOATE, DANIEL W	00000911	4,636.21
NATKHA, WILLIAM	00000912	2,612.51
NEAL, RYAN T	00000913	2,981.45
O'DONNELL, PETER A	00000914	2,265.37
O'NEIL, KERRY K	00000915	2,576.46
OCEGUEDA, JUAN M	00000916	3,033.69
OROZCO, JORGE	00000917	3,068.37
OUZTS, SHANNON	00000918	432.78
OWENS, JACK T	00000919	3,047.14
PARKER, BENJAMIN T	00000920	6,578.88
PETER, MICHAEL H	00000921	3,754.21
PHAM, THAI Q	00000922	3,240.65
QUADE, JOAN E	00000923	2,291.94
RAMOS, DAMIAN	00000924	3,341.80
RASMUSSEN, ERIK R	00000925	3,736.87
RELLAMAS, JESSICA L	00000926	1,942.44
REN, JUSTIN K	00000927	2,990.00
ROSS, KATHERINE G	00000928	2,173.66
SANDIN, KEVIN	00000929	2,465.80
SCHANNAUER, WYATT	00000930	2,979.83
SCHULGEN, NICHOLAS R	00000931	3,550.43
SCHUMANN, ZACHARY J	00000932	3,334.68
SHINN, TODD	00000933	3,937.85
SIRSKI, WILLIAM G	00000934	271.06
SMITH, CHASE A	00000935	4,054.89

ADVICE REGISTER - SEMI MONTH

WARRANT: 250422 From: 04/01/2025 To: 04/15/2025

NAME	CHK #	NET PAY
SNYDER, KEVIN S	000000936	4,263.12
SPEARS, JOSEPH E	000000937	3,632.01
STEWART, JAKE R	000000938	2,012.62
TOZIER, THERESA M	000000939	3,395.19
TREPTOW, ILYSE	000000940	3,893.31
TYE, SHERRI	000000941	2,548.91
VINING, ANDREW E	000000942	3,716.01
VLADIS, DMITRIY	000000943	4,806.42
WALKER, JANNA L	000000944	3,574.58
WALKER, THOMAS F	000000945	216.40
WASHINGTON, LOUIS R	000000946	394.89
WEISS, JASON A	000000947	4,326.44
WERRE, CHRISTOPHER T	000000948	4,998.90
WEST, MATTHEW A	000000949	6,257.20
WESTMAN, JESSE	000000950	2,480.67
WIEBE, NICOLE H	000000951	2,721.30
WILSON, CHRISTOPHER A	000000952	3,396.59
WOLFE, ALBERT R	000000953	3,226.61
WOTTON, ROBERT	000000954	344.89
YANG, DONG	000000955	4,448.68
Total Deposits: 126		413,463.54

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

CURRENT CHECK REGISTER - SEMI MONTH

WARRANT: 250422 04/01/2025 to 04/15/2025 CHECK DATE: 04/22/2025

	NAME	TYP	NET PAY	CHECK #	CHECK DATE	SPECIAL
	WEST, HAYLEY	CK	432.77	000010012	04/22/2025	
1 **	TOTAL CHECK(S)		432.77			

CURRENT CHECK REGISTER - SEMI MONTH

WARRANT: 250422 04/01/2025 to 04/15/2025 CHECK DATE: 04/22/2025

VOIDED CHECK #	CHECK AMOUNT
*000010011	432.77

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

Claims Approval Report for F&A 5-6, CM 5-12

Final Audit Report

2025-04-30

Created:	2025-04-30
By:	Tania Holden (THolden@snoqualmiewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAIu6wLM18PvDp23agFTODIe0j79cQ-cvz

"Claims Approval Report for F&A 5-6, CM 5-12" History

-  Document created by Tania Holden (THolden@snoqualmiewa.gov)
2025-04-30 - 4:45:21 PM GMT
-  Document emailed to Drew Bouta (dbouta@snoqualmiewa.gov) for signature
2025-04-30 - 4:49:07 PM GMT
-  Email viewed by Drew Bouta (dbouta@snoqualmiewa.gov)
2025-04-30 - 6:09:57 PM GMT
-  Document e-signed by Drew Bouta (dbouta@snoqualmiewa.gov)
Signature Date: 2025-04-30 - 6:10:16 PM GMT - Time Source: server
-  Agreement completed.
2025-04-30 - 6:10:16 PM GMT

Council Agenda Bill

AB Number

AB25-057

Agenda Bill Information

Title*

Microsoft 365 Software Renewal

Action*

Motion

Council Agenda Section

Council Meeting Date*

05/12/2025

Staff Member

Fletcher Lacroix

Department*

IT

Committee

Finance and Administration

Committee Date

05/06/2025

Exhibits

Packet Attachments - if any

2x Benefits with LiftOff.pdf

130.35KB

1x Liftoff AOS-G_Contract_SnoqualmieRenew2025-2.pdf

150.24KB

Summary

Introduction*

Brief summary.

This Agenda Bill authorizes the annual renewal of the city's Microsoft 365 Office software subscription.

Proposed Motion

Move to approve the purchase of the Microsoft Office 365 Software Renewal from Liftoff LLC for the annual price of \$60,970

Background/Overview*

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

The city has been purchasing Microsoft Office 365 software licensing for many years using the Microsoft Agreement for Online Services - Government (AOS-G) program. LiftOff LLC is an authorized Azure Government reseller and a longtime vendor for the city. This vendor provides configuration support, free training and on-demand add on licensing.

Analysis*

The city uses Microsoft Office 365 software for all business tasks. From creating content to sending emails, Office 365 software has been driving the city's work for our community. We are asking council to continue supporting the use of this software suite as the Microsoft is the national standard. The cost of alternatives plus translating our legacy data from the Microsoft Platform would be immense and as such is not recommended.

Budgetary Status*

Funds have already been authorized in this year's budget.

Fiscal Impact

Amount of Expenditure	Amount Budgeted	Appropriation Requested
\$60,970.00	\$5,549,615.00	\$0.00

Budget Summary

Administration recommends approving the LiftOff contract for Microsoft Office 365 software licensing, totaling \$60,970 over the 2025-26 biennium. This agreement will be paid for within the Information Technology Fund (#502). The 2025-26 Biennial Budget appropriates \$5,549,615 for activities within Information Technology. Currently, \$566,815 has been spent within the 2025-26 biennium, with \$30,234 encumbered for existing contracts. With the addition of this contract, the remaining Biennial Budget appropriation is \$4,891,596. Therefore, it appears that sufficient appropriation exists within the 2025-2026 Biennial Budget (Information Technology (#502)) to fund the contract.

Fiscal Impact Screenshot

Information Technology (#502)

	2025-26 Biennial Budget	
Beginning Budget	\$	5,549,615
Expenditures	\$	(566,815)
Outstanding Contract Value (Previously Approved)	\$	(30,234)
Current Available Budget	\$	4,952,566
Value of the Contract (AB25-057)	\$	(60,970)
Available Budget after AB25-057	\$	4,891,596



QUOTE

as of 4/15/2025

Bill to:

City of Snoqualmie, WA
38624 SE River St.
PO Box 987
Snoqualmie, WA 98065

Ship to:

City of Snoqualmie, WA
38624 SE River St.
PO Box 987
Snoqualmie, WA 98065

Reseller (Remit To):

LiftOff LLC
Attn: Ron Braatz
1667 Patrice Circle
Crofton, MD 21114

Terms:

Due on Receipt

Payment Options:

ACH Payment (preferred) or check

Quote Description

G SKU Item Name	Part Number	Term in Months	Price/User/Month	Licenses	Cost/Year
Office 365 Plan G3 GCC	AAA-11894	12	23.00	160	\$44,160.00
Office 365 Plan G5 GCC	T2N-00001	12	38.00	2	\$912.00
EMS G3 GCC	AAD-32907	12	10.60	3	\$381.60
Exchange Online Plan 1 GCC	3MS-00001	12	4.00	42	\$2,016.00
ExchangeOnlineArchiving GCC	4ES-00001	12	3.00	42	\$1,512.00
Defender for O365 Plan 1 GCC	3GU-00001	12	2.00	202	\$4,848.00
Entra ID P2 GCC	MQN-00001	12	8.50	2	\$204.00
Project Plan 3 GCC	7MS-00001	12	30.00	3	\$1,080.00
Visio Plan 2 GCC	P3U-00001	12	15.00	4	\$720.00
Estimated Sales Tax			9.2%		\$5,136.69
LiftOff Licensing Benefits	-	-	-	-	INCLUDED

Total: \$60,970.29

*LIFTOFF LICENSING BENEFITS: As a valued licensing customer, LiftOff offers you a range of free, ongoing services to your organization. This includes: Access to our library of Office 365 Admin best practice documents, our library of end-user training videos, AD Connect support including re-installations and troubleshooting, invitations to our Office 365 Security webinars and access to the

recordings, limited free consultations on implementation processes like the "Office Deployment Tool", annual Office 365 health check-ups and security check-ups, and support for compliance/retention features including ongoing training to staff that need to conduct compliance retention searches.

Pricing Information:

- All prices are displayed in United States Dollars.
- Product and pricing data are updated frequently and may change without notice.
- Pricing valid for 14 days
- License orders are paid up front, are non-refundable, and are one-year licenses that renew each year.
- License reductions, upgrades, or cancellations may only occur at the annual renewal date.

In order to proceed, send a Purchase Order to 365licensing@liftoffonline.com. Once we have the Purchase Order, we will order the licenses from Microsoft. We will immediately invoice the full amount when we place the order.

Customer Terms for Cloud Services Agreement US Public Sector

This agreement is between **LiftOff LLC** (“we”, “us”, and “our”) and **City of Snoqualmie, WA** (“you” and “your”). It is effective when we accept it. Key terms are defined in § 8.

1. General.

Right to use. You may access and use Office 365, and install and use a Client (if any) included with your Subscription, only as described in this agreement. All other rights are reserved.

Acceptable use. You will use Office 365 only per the AUP. You will not use Office 365 in any way that infringes a third party’s patent, copyright, or trademark or misappropriates its trade secret. You may not reverse engineer, decompile, work around technical limits in, or disassemble Office 365, except if applicable law permits despite this limit. You may not rent, lease, lend, resell, transfer, or host Office 365 to or for third parties.

Compliance. You will comply with all laws and regulations applicable to your use of Office 365. In providing Office 365, we and our Providers will comply with all laws and regulations (including applicable security breach notification law) that generally apply to IT service providers. You will obtain any consents required: (1) to allow you to access, monitor, use, and disclose user data; and (2) for us to provide Office 365. If you are an educational institution, you will obtain any parental consent for end users’ use of Office 365 as required by applicable law.

Customer Data. Customer Data is used only to provide you Office 365. This use may include troubleshooting to prevent, find and fix problems with Office 365’s operation. It may also include improving features for finding and protecting against threats to users. Neither we nor our Providers will derive information from Customer Data for any advertising or other commercial purposes. We will enable you to keep Customer Data separate from consumer services. Customer Data will not be disclosed unless required by law or allowed by this agreement. Your contact information may be provided so that a requestor can contact you. If law requires disclosure, we will use commercially reasonable efforts to notify you, if permitted. Customer Data may be transferred to, and stored and processed in, any country we or our Providers maintain facilities, unless you provision your

tenant in the United States, If you do, Microsoft will provide Office 365 from data centers in the United States, and storage of the following customer data at rest will be located in data centers only in the United States: (i) Exchange Online mailbox content (e-mail body, calendar entries, and the content of e-mail attachments), and (ii) SharePoint Online site content and the files stored within that site.

Changes. Office 365 may be changed periodically, after which you may need to agree to new terms. You may be required to run a client software upgrade on devices using Office 365 after a change to maintain full functionality.

Use rights. Use rights specific to Office 365 are posted online at the link to the AUP.

2. Confidentiality and Security.

We and our Providers will (a) maintain appropriate technical and organizational measures, internal controls, and data security routines intended to protect Customer Data against accidental loss or change, unauthorized disclosure or access, or unlawful destruction and (b) not disclose Customer Data, except as required by law or expressly allowed. Neither party will make any public statement about this agreement's terms without the other's prior written consent.

3. Term, Termination, and Suspension.

Term and termination. This agreement will remain in effect for three years subject to your right under applicable law to terminate for convenience.

Customer Data. You may extract Customer Data at any time. If your Subscription expires or terminates, we will keep your Customer Data in a limited account for at least 90 days so you may extract it. We may delete your Customer Data after that.

Regulatory. If a government rule or regulation applies to us or our Providers, but not generally to other businesses, and makes it difficult to operate Office 365 without change, or we or our Providers believe this agreement or Office 365 may conflict with the rule or regulation, we may change Office 365 or terminate the agreement. If we change Office 365 to come into compliance, and you do not like the change, you may terminate.

Suspension. We may suspend use of Office 365: (1) if reasonably needed to prevent unauthorized Customer Data access; (2) if you do not promptly respond under §5 to intellectual property claims; or (3) for non-payment; or (4) if you violate the AUP. A suspension will be in effect only while the condition or need exists and, if under clause (1) or (2), will apply to the minimum extent necessary. We will notify you before we suspend, unless doing so may increase damages. We will notify you at least 30 days before suspending for non-payment. If you do not fully address the reasons for suspension within 60 days after we suspend, we may terminate your Subscription.

4. Limited warranty; disclaimer.

We warrant that Office 365 will meet the SLA terms during the Subscription; your only remedy for breach of warranty is stated in the SLA. *We provide no (and disclaim to the extent permitted by law any) other warranties, express, implied, or statutory, including warranties of merchantability or fitness for a particular purpose.*

5. Duty to protect.

Defense. We or our Providers will defend you against any claims made by an unaffiliated third party that Office 365 infringes its patent, copyright, or trademark or misappropriates its trade secret.

Remedies. If we or our Providers reasonably believe that a claim under §5 may bar your use of Office 365, we or our Providers will seek to: (1) obtain the right for you to keep using it; or (2) modify or replace it with a functional equivalent and notify you to stop use of the prior version. If these options are not commercially reasonable, we or our Providers may terminate your rights to Office 365 and refund any payments for unused Subscription rights.

Other obligations. To the extent permitted by law, you will (1) notify us promptly of a claim under this §5 and (2) allow us or our Providers to assist in your defense or settlement. You will provide reasonable help to defend. We or our Providers will reimburse you for reasonable out-of-pocket expenses incurred in giving that help and pay the amount of any resulting adverse final judgment (or settlement the protecting party consents to). Neither we nor our Providers will be bound by any settlement to which we do not agree in writing, this § 5 provides the exclusive remedy for these claims.

Limits. The obligations of us and our Providers in this §5 won't apply to a claim or award based on: (1) Customer Data; (2) software not provided by us or our Providers; (3) modifications you make to Office 365, or materials you provide or make available as part of using Office 365; (4) your combination of Office 365 with, or damages based on the value of, a product, data, or business process not provided by us or our Providers; or (5) your use of a Microsoft trademark without their express, written consent, or your use of Office 365 after being notified to stop due to a third-party claim.

6. Limited liability.

Each party's (and our Providers') maximum aggregate liability for any claim related to this agreement is limited to direct damages up to the fees that you paid for Office 365 during the 12 months before the claim arose (or \$5,000.00 if you paid no fees). *Neither party nor our Providers will be liable for lost revenues or indirect, special, incidental, consequential, punitive, or exemplary damages, even if the party knew they were possible.* The limits and exclusions in this §6 apply to the extent permitted by law, but do not apply to (1) obligations under §5; or (2) intellectual property infringement or misappropriation.

7. Agreement mechanics.

You must send notice by regular mail, return receipt requested, to the address on the Portal (effective when delivered). We may email notice to your account administrators (effective when sent). You may not assign this agreement, or any right or duty under it. If part of this agreement is held unenforceable, the rest remains in force. Failure to enforce this agreement is not a waiver. The parties are independent contractors. This agreement does not create an agency, partnership, or joint venture. This agreement is governed by the laws applicable to Customer, without regard to conflict of laws. This agreement (including the SLA and AUP) and our price sheet are the parties' entire agreement on this subject and supersedes any concurrent or prior communications. Agreement terms that require performance, or apply to events that may occur, after termination or expiration will survive, including §5. Office 365 and the Client are subject to U.S. export jurisdiction. You must comply with the U.S. Export Administration Regulations, the International Traffic in Arms Regulations, and end-user, end-use, and destination restrictions. For more information, see <http://www.microsoft.com/exporting/>. Our Providers may deliver Office 365, and the rights granted to us also apply to them.

8. Definitions.

"AUP" means the acceptable use policy at <http://www.microsoftvolumelicensing.com/Downloader.aspx?DocumentId=5502>.

“Client” means device software that we or our Providers provide you with Office 365.

“Customer Data” means all data, including all text, sound, or image files that are provided to us or our Providers by, or on behalf of, you through your use of Office 365.

“Office 365” means (1) Exchange Online, Exchange Online Archiving, SharePoint Online, Lync Online, and Office Web Apps included in Office 365 Enterprise Plans E1, E2, E3, E4, K1, and K2; and Office 365 Government Plans G1, G2, G3, G4, K1, and K2; and (2) Exchange Online Archiving; Exchange Online Protection; Exchange Online Plans 1, 2, Basic, and Kiosk; SharePoint Online Plans 1, 2, and Kiosk; Office Web Apps Plans 1 and 2; and Lync Online Plans 1, 2, and 3.

“Portal” means the Online Services Portal for Office 365 (see <http://www.microsoft.com/online>).

“Providers” means our affiliates, licensors, and suppliers, including Microsoft and its applicable affiliates.

“SLA” means the service level commitments we or our Providers make regarding delivery and performance of Office 365 (see <http://www.microsoft.com/licensing/contracts>).

“Subscription” means an order for a quantity of Office 365.

Why License with LiftOff and AOSG?

1-year Commitments	3-year Price Lock	Add licenses any day of the year	LiftOff Benefits Included
At your renewal, you can upsize, downsize, resize, or cancel	Get the same prices on the products you own for your three- year cycle	No need to carry extra licenses	Direct support with Microsoft as well as LiftOff customer benefits

How do add-on orders work?

- Email 365licensing@liftoffonline.com with license types and quantities needed
- LiftOff will send a **prorated quote** within a few hours
- Reply to the email with "Approved"
- LiftOff will place the order with Microsoft
- The license(s) should be available within 24 hours, usually much faster
- LiftOff will send an invoice due upon receipt

[GCC Products and Comparison Chart](#)

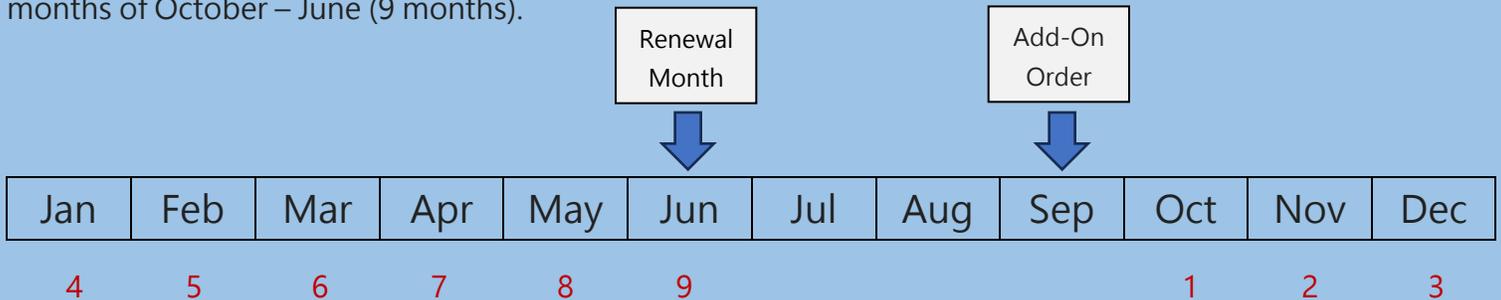
[GCC HIGH Products and Comparison Chart](#)

*If you want to add licenses during your renewal month, your renewal must first be paid and processed (Microsoft rules!)

What is a prorated quote?

When you place an add-on order, you get the current month free. You pay for each remaining month leading up to, and including, your renewal month.

For example, if your renewal is in June, and you place an add-on order in September, you will pay for the months of October – June (9 months).



LiftOff Licensing Benefits



LiftOff Webinar Package: Quarterly (or more)

Our webinars include the webinar itself and a follow up package of helpful links, documents, and a recorded copy of the webinar.



Annual License Review

Prior to your annual renewal, we will offer expert licensing advice for your renewals and your best options for sizing, upgrading (or downgrading). We will be sure you are educated before you buy and that you both buy enough and don't buy too much for your organization's needs.



Proactively Ensuring Your Organization Is Secure

LiftOff will be proactive in consulting your organization with best practices for security including protecting your 365 organization from phishing and hacking as well as securing your inbound and outbound data from phishing, threats and malware.



Security Breach Recovery Assistance

We will be able to provide consulting in the unfortunate situation where your 365 organization has a security breach such as a hacking attack or a user falling victim to a phishing campaign.



Microsoft 365 IT Admin Training

LiftOff will provide training for your existing IT staff as well as new staff with information for managing your 365 systems including onboarding and offboarding new users, managing your data and securing your environment.



Microsoft 365 Health Checkup

We will provide yearly checkups of your 365 cloud organization to ensure everything is set up with best practices and that any new options and features are enabled and configured as they should be.



Ensuring 365 Organizational Compliance

LiftOff will assist with ensuring that your organization's 365 retention/preservation policies are as needed as well as assistance with search through your organization's data. Additionally, we can assist with making sure that there is no unexpected data loss/leakage.



End User Training Videos

LiftOff provides end user training videos for the most common Microsoft 365 products such as desktop Office applications including Outlook, Office Online, Teams and Outlook Web App.



Microsoft 365 Notifications

We will proactively alert your organization for recommended changes to your environment to ensure you remain secure, compliant and up to date (Updating TLS, SMTP Relay, etc.).



Entra Connect/Directory Sync Services

LiftOff can consult with your organization regarding the deployment of Entra Connect, if applicable. If your organization is already relying on Entra Connect, LiftOff will ensure that the service works and assist in the event of a problem. Additionally, we will help you upgrade and, if need be, migrate Entra Connect to a new server when needed.



New Microsoft 365 Product Info

We will assist your organization with understanding the various Microsoft 365 product options available to you including things like Enterprise Mobility + Security and Defender for 365 (Formerly Advanced Threat Protection).

Council Agenda Bill

AB Number

AB25-060

Agenda Bill Information

Title*

Snoqualmie Watershed Forum Interlocal Agreement Renewal

Action*

Motion

Council Agenda Section

Committee Report

Council Meeting Date*

05/12/2025

Staff Member

Philip Bennett

Department*

Public Works

Committee

Parks and Public Works

Committee Date

05/06/2025

Exhibits

Packet Attachments - if any

ExhibitA-2026-CostShares2025.pdf	156.77KB
ILA-WRIA7-2026-2035-FINAL.pdf	314.66KB
Memo-ILATransmittal-SnoqForumWRIA7.pdf	317.11KB
SummaryofChanges-ILA-SnoqWatershedForum-2026.pdf	147.5KB
Resolution - Snoqualmie Watershed Forum Interlocal Agreement 2026-2035.docx	30.85KB

Summary

Introduction*

Brief summary.

The Snoqualmie Watershed Forum interlocal agreement is up for renewal in 2026. The 2026-2035 Interlocal Agreement was developed with input from our staff, including our City Attorney, and from our Snoqualmie Watershed Forum representative, Councilmember Washington. Ongoing participation in the Snoqualmie Watershed Forum allows the City of Snoqualmie to address habitat restoration, flood hazard reduction, water quality and water quantity issues in the Snoqualmie river in collaboration with other parties to the interlocal agreement.

Proposed Motion

Move to adopt Resolution 1716 approving the 2026-2035 interlocal agreement with the Snoqualmie Watershed Forum

Background/Overview*

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

The City of Snoqualmie has been a member of the Snoqualmie Watershed Forum ("the Forum") since 2001 and has been a party to the 2006-2010 interlocal agreement, a 2011-2015 extension and amendment to the interlocal agreement, and the 2016-2025 interlocal agreement. The Forum was created to provide a mechanism and governance structure for the protection and restoration of the health of the Snoqualmie and South Fork Skykomish watersheds. Current members of the Snoqualmie Watershed Forum include: The cities of Snoqualmie, North Bend, Carnation, Duvall, the town of Skykomish, King County, and the Snoqualmie Tribe. These jurisdictions and other stakeholders work in coordination to address watershed-wide issues, including habitat restoration and protection, flood hazard reduction, surface and groundwater quality, and water quantity. This interlocal agreement continues the work of the Snoqualmie Watershed Forum from 2026-2035. The new agreement was developed in conjunction with all jurisdictions over a 6-month period in 2024. Although the new agreement takes effect in January 2026, our target date for signatures is by July 31st, 2025.

Analysis*

Participation in this agreement allows the City to coordinate and collaborate with neighboring jurisdictions on stewardship of natural resources in the Snoqualmie watershed. Part of the work of the Snoqualmie Watershed Forum is to set funding priorities for Water Resource Inventory Area 7, which includes the Snoqualmie river within Snoqualmie city limits and beyond. The City of Snoqualmie's participation is crucial to maintain the health, water quality, and water quantity of the Snoqualmie River for the benefit of our residents, and our neighbors.

Budgetary Status*

Funds have already been authorized in the current biennial budget.

Fiscal Impact

Amount of Expenditure	Amount Budgeted	Appropriation Requested
\$18,205.00	\$1,868,432.00	\$0.00

Budget Summary

Administration recommends approving the Forum ILA, obligating the City to spend \$8,905 in 2025 and an estimated \$9,300 in 2026. This agreement was budgeted for within the General Fund's Non-Departmental accounts (#001). The 2025-26 Biennial Budget appropriates \$1,868,432 for expenditures within Non-Departmental (#001). Currently, \$527,794 has been spent within the 2025-26 biennium and \$183,490 encumbered for other agreements. With the addition of this ILA, the remaining 2025-2026 Biennial Budget appropriation is \$1,138,943. Therefore, it appears that sufficient appropriation exists within the 2025-2026 Biennial Budget (Non-Departmental (#001)) to fund the contract.

Council should note that the 2026 estimate in the paragraph above is based on inflation. However, the ILA does not limit the Forum's established budget, a key metric in the ILA's cost-share formula, to inflationary increases.

Fiscal Impact Screenshot

Non-Departmental (#001)

25-2026 Biennial Budget	
Beginning Budget	\$ 1,868,432
Expenditures	\$ (527,794)
Outstanding Contract Value (Previously Approved)	\$ (183,490)
Current Available Budget	\$ 1,157,148
Value of this ILA (AB25-060)	\$ (18,205)
Available Budget after AB25-060	\$ 1,138,943

Exhibit A: 2025 Snoqualmie Watershed Forum Cost-Share

Regional Watershed Funding

2025 ILA Budget Estimate:

\$ 725,968

Jurisdiction	2023 Estimated Population ¹		2024 Total Assessed Value (AV)		2024 Land Area (Square Miles) ²		Average of Population, AV & Area ³	2025 Cost Shares Based on Population, AV & Area	2025 Cost Shares with 10% City Contributions ⁴
Carnation	2,225	3.10%	\$644,558,884	2.45%	1.17	0.18%	1.91%	\$ 12,657	\$ 1,266
Duvall	8,530	11.87%	\$2,433,128,528	9.26%	2.44	0.37%	7.17%	\$ 47,524	\$ 4,752
King County	38,292	53.31%	\$15,232,023,237	58.00%	650.46	97.63%	69.64%	\$ 461,727	\$ 461,727
North Bend	8,120	11.30%	\$2,909,389,677	11.08%	4.43	0.66%	7.68%	\$ 50,930	\$ 5,093
Snoqualmie	14,500	20.19%	\$4,989,641,822	19.00%	7.42	1.11%	13.43%	\$ 89,054	\$ 8,905
Skykomish	165	0.23%	\$55,002,900	0.21%	0.33	0.05%	0.16%	\$ 1,081	\$ 108
Snoqualmie Tribe								\$ 6,497	\$ 6,497
Tulalip Tribes								\$ 6,497	\$ 6,497
WRIA 7 Total	71,832	100%	\$26,263,745,048	100%	666.2	100%	100%	\$ 675,968	\$ 494,845

NOTES

- King County population estimates by jurisdiction sourced from Washington Office of Financial Management (OFM). Jurisdictions entirely within WRIA 7 were assigned the OFM estimate. Parcels were assigned to jurisdictions based on the location of the parcel centerpoint.
- King County land area excludes the South Fork Tolt River basin, the Alpine Lakes Wilderness, and those portions of the City of Sammamish that are within WRIA 7.
- Information on population, assessed value, and land area is based on most recent data available. Per the draft 2026 Interlocal Agreement (ILA), these numbers will be updated every third year. This cost share allocation is based on 2023-2024 data and will be used in 2025, 2026 and 2027.
- Annual grants and cost-savings from prior years make up the balance of the Forum budget.

INTERLOCAL AGREEMENT

For the Snoqualmie and South Fork Skykomish Watersheds within
Water Resource Inventory Area 7

PREAMBLE

THIS AGREEMENT ("Agreement") is entered into pursuant to Chapter 39.34 Revised Code of Washington ("RCW") by a portion or all of the eligible governments signing this Agreement that are located in King County, lying wholly or partially within the Snoqualmie and South Fork Skykomish Watersheds and within the management area of Water Resource Inventory Area 7 ("WRIA 7"), political subdivisions of the State of Washington, or federally recognized Indian tribes (collectively, "Parties");

WHEREAS, the Parties share interests in and responsibility for addressing long-term watershed planning and conservation for the majority of the Snoqualmie and South Fork Skykomish Watersheds for the purposes of implementing the Snohomish River Basin Salmon Conservation Plan ("WRIA 7 Plan") and improving watershed health in the King County portion of the basin; and

WHEREAS, Puget Sound Chinook salmon and bull trout, including the Snoqualmie and South Fork Skykomish populations, were listed as threatened under the Endangered Species Act (ESA) in 1999 and steelhead trout were listed as threatened under the ESA in 2007; and

WHEREAS, the Parties recognize their participation in the efforts to implement the WRIA 7 Plan demonstrates a commitment to work proactively to address the ESA listings; and

WHEREAS, the Parties recognize achieving WRIA 7 salmon recovery and watershed health goals requires a recommitment to, and acceleration of, the collaborative implementation and funding of salmon and watershed conservation actions; and

WHEREAS, some of the Parties under the terms of an interlocal agreement for the years 2001-2005 contributed to the development of the Snohomish River Basin Salmon Conservation Plan and want to continue providing efficient participation in the implementation of such plan; and

WHEREAS, the Parties took formal action in 2005 to ratify the WRIA 7 Plan; and

WHEREAS, the Parties have executed the 2006-2010 Interlocal Agreement, a 2011-2015 extension and amendment to the Interlocal Agreement and the 2016-2025 Interlocal Agreement to implement the WRIA 7 Plan and improve watershed health; and

WHEREAS, the Parties continue to seek information on watershed conditions and salmon conservation and recovery needs to inform local decision-making bodies regarding actions in response to listings under the Endangered Species Act ("ESA"); and

WHEREAS, the Parties have completed the first 20 years of WRIA 7 Plan implementation by prioritizing and contributing resources and funds for implementing projects and programs to protect and restore salmon habitat and watershed health; and

WHEREAS, the Parties wish to continue this effort for identifying, coordinating and implementing habitat, water quality, flood hazard reduction, and water quantity projects at the watershed level under the terms of an interlocal agreement; and

WHEREAS, the Parties continue to have interest in achieving multiple benefits by integrating salmon recovery and watershed health projects and programs with other important resource considerations such as agriculture, forestry, biodiversity, wildlife, open space and recreation; and

WHEREAS, the Parties’ goals include the preservation of the Snoqualmie Valley’s rural character while strengthening vibrant cities; and

WHEREAS, the Parties recognize and respect the present-day and historical importance of the watershed and its resources to tribal culture, economy and customs; and

WHEREAS, the Parties recognize and value the present-day and historical connection of its cities and unincorporated communities to the river and the natural resources of the Snoqualmie watershed; and

WHEREAS, the Parties have an interest in participating in the Snohomish Basin Salmon Recovery Forum and other salmon recovery groups; and

WHEREAS, the Parties have an interest in supporting implementation of the Puget Sound Partnership Action Agenda to restore the health of the Puget Sound as it relates to salmon recovery and watershed health; and

WHEREAS, the Parties recognize that addressing watershed issues and implementing salmon conservation and recovery actions may be carried out more efficiently if done on a cooperative basis.

NOW, THEREFORE, the Parties hereto do mutually covenant and agree as follows:

MUTUAL CONVENANTS AND AGREEMENTS

1. **DEFINITIONS.** For purposes of this Agreement, the following terms shall have the meaning provided for below:

1.1 **ELIGIBLE GOVERNMENTS:** The governmental entities eligible for participation in this Agreement are local and tribal governments within WRIA 7 including: King County; federally recognized Indian tribes located within WRIA 7; the Cities of Carnation, Duvall, North Bend, Snoqualmie, and Sammamish; and the Town of Skykomish.

1.2 **WRIA 7 ILA Party (“Party” or “Parties”):** The Parties to the WRIA 7 Interlocal Agreement are the Parties who sign this Agreement and are the Parties

responsible for implementing this Agreement. The Parties to this ILA shall each designate a representative and alternate representative to the Snoqualmie Watershed Forum.

- 1.3 **SNOQUALMIE WATERSHED FORUM:** The “**Snoqualmie Watershed Forum,**” created herein, is the governing body responsible for implementing this Agreement comprised of the **WRIA 7 ILA Parties** and **Stakeholder** representatives as determined by the **WRIA 7 ILA Parties**.
- 1.4 **SNOHOMISH BASIN SALMON RECOVERY FORUM:** The “**Snohomish Basin Salmon Recovery Forum**” (hereinafter referred to as “the Recovery Forum”) is the cooperative body comprised of local governments, the Tulalip Tribes, special districts, and Stakeholder representatives from throughout WRIA 7 in both King and Snohomish Counties.
- 1.5 **Snohomish River Basin Salmon Conservation Plan:** The “**Snohomish River Basin Salmon Conservation Plan**” (hereinafter referred to as “the Salmon Conservation Plan”) is the document and any subsequent updates adopted by the Recovery Forum, developed by the Snohomish Basin Salmon Recovery Forum outlining actions for salmon recovery in response to listings of Chinook and bull trout under the ESA.
- 1.6 **SERVICE PROVIDER(S):** **Service Provider(s)**, as used herein, means that entity which supplies staffing or other resources to and for the **Snoqualmie Watershed Forum**, in exchange for payment. The **Service Provider(s)** may be a party to this agreement.
- 1.7 **STAKEHOLDERS.** “**Stakeholders**” refers to those public and private entities within the WRIA 7 who reflect the diverse interests integral for planning for recovery of the listed species under the ESA, which may include but is not limited to agriculture, environmental and business interests. Stakeholders may also be interested state and local agencies or special purpose districts.
- 1.8 **Fiscal Agent:** The **Fiscal Agent** refers to that agency or government which performs all accounting services for the WRIA 7 Snoqualmie Watershed Forum, as it may require, in accordance with the requirements of Chapter 39.34 RCW.

2. **PURPOSES.** The purposes of this Agreement include the following:

- 2.1 To provide a mechanism and governance structure for the protection and restoration of the health of the Snoqualmie and South Fork Skykomish watersheds.
- 2.2 To provide a mechanism for sharing information, facilitating multiple benefit projects and programs, and coordinating local efforts to address issues with watershed-wide implications, including but not limited to habitat restoration and protection, flood hazard reduction, surface and groundwater quality, and water quantity.
- 2.3 To provide a mechanism and governance structure for the joint implementation of the Salmon Conservation Plan particularly related to the King County portions of WRIA 7 including important work along waterways that support salmon populations, including those areas above anadromous barriers such as above Snoqualmie Falls. This work is intended to inform local decision-makers about actions needed to respond to issues arising out of listings under the ESA.
- 2.4 To develop and articulate Snoqualmie Watershed-based positions on key issues during the implementation and adaptive management of the Salmon Conservation Plan. The Parties retain the right to submit comments on behalf of their individual governments.
- 2.5 To provide a mechanism for cooperative review and implementation of policies, programs and regulations to support salmon recovery, and to inform land use planning, incentive programs and outreach efforts.
- 2.6 To provide for the ongoing participation of residents and other stakeholders in salmon recovery and other watershed efforts and to ensure continued public outreach efforts to educate and garner support for current and future watershed and ESA efforts.
- 2.7 To provide a mechanism for securing technical assistance and funding from federal, state and other agency sources.
- 2.8 To provide a mechanism for the implementation of other multiple benefit projects such as habitat, surface and groundwater quality, water quantity, flood hazard reduction projects with other local, regional, tribal, state, federal and non-profit funds as may be contributed to or secured by the **Snoqualmie Watershed Forum**. Such projects may also include actions to benefit agricultural lands or other important resource lands, provided that such actions stem from integrated multi-objective planning efforts in the watershed.
- 2.9 To recommend annually projects for grant funding by the King County Flood Control District through the District's Cooperative Watershed Management grant program.

- 2.10 To provide a framework for cooperation and coordination among the Parties on issues relating to the WRIA 7 or sub-WRIA 7 basin planning or to meet the requirement of a commitment by any Party to participate in WRIA 7 based or watershed basin planning in response to any state or federal law which may require such participation as a condition of any funding, permitting or other program of state or federal agencies, at the discretion of such Party.

It is not the purpose or intent of this Agreement to create, supplant, preempt or supersede the authority or role of any jurisdiction, governmental entity or natural resource policy body. Nothing in this Agreement shall waive the sovereign immunity of the Tribal government Parties.

3. **EFFECTIVE DATE AND TERM.** This Agreement shall become effective upon its execution by King County and at least two (2) ***Eligible Governments***, as authorized by each government's legislative body, and further provided that after such signatures this Agreement has been filed by King County in accordance with the terms of RCW 39.34.040 and .200. Once effective, this Agreement shall remain in effect for a term of ten (10) years; provided, however, that this Agreement may be extended for such additional terms as the Parties may agree to in writing, with such extension being effective upon its execution by King County and at least two (2) of the ***Eligible Governments***. Such extension shall bind only those Parties executing the extension.

It is not the purpose or intent of this Agreement to prevent the Parties from entering into a WRIA 7-wide agreement at some future date prior to the end of the initial term of this Agreement.

4. **ORGANIZATION AND MEMBERSHIP OF THE SNOQUALMIE WATERSHED FORUM.**
The parties to this Agreement hereby establish a ***Snoqualmie Watershed Forum*** to serve as the formal governance structure for carrying out the purposes of this Agreement.
- 4.1 Each ***WRIA 7 ILA Party*** to this Agreement shall appoint one (1) elected official to serve as its primary representative, and one alternate representative to serve on the ***Snoqualmie Watershed Forum***.
- 4.2 In addition to the representatives of each of the Parties, the ***Snoqualmie Watershed Forum*** shall also include at least five (5) ***Stakeholder*** representatives to increase the representation of residents and partner organizations within the ***Snoqualmie Watershed Forum***. ***Stakeholder*** representatives participate in consensus decision making but do not participate in voting in the event consensus

cannot be reached. The **Snoqualmie Watershed Forum** may elect to add additional **Stakeholder** representatives without amending the ILA, provided that any such addition has been discussed during at least one regular meeting of the **Snoqualmie Watershed Forum** prior to the meeting where the final decision is made, with opportunity provided for public comment. The decision to add **Stakeholder** representatives is subject to the provisions of Section 5. By accepting appointment to the **Snoqualmie Watershed Forum**, **Stakeholders** agree to follow the operating and voting procedures established by the **Snoqualmie Watershed Forum**.

- 4.3 **WRIA 7 ILA Party** representatives shall serve on the **Snoqualmie Watershed Forum** for a term of four years, or the remainder of their elected term (if appropriate), whichever is shorter, and may be elected to successive terms. **Snoqualmie Watershed Forum Stakeholders** shall have appointed representatives whose terms shall be determined by the **WRIA 7 ILA Parties**.
- 4.4 The services cost-shared under this agreement shall be provided to the **Snoqualmie Watershed Forum** by the **Service Provider**, currently King County Department of Natural Resources and Parks. The **Snoqualmie Watershed Forum** shall enter into a Memorandum of Understanding with the **Service Provider**, which shall set out the understanding of expectations for services to be provided and a method of regular consultation between the **Service Provider** and the **Snoqualmie Watershed Forum** concerning the performance of services hereunder.
- 4.4.1 A subset of the **WRIA 7 ILA Parties**, at such subset's sole cost, may purchase and cost share services from the **Service Provider** in addition to the annual cost-shared services agreed to by all Parties pursuant to Section 4.4 herein.
- 4.4.2 The **Snoqualmie Watershed Forum** shall prepare a Memorandum of Understanding, which shall set out the expectations for the additional services to be provided to the subset of the Parties to this Agreement.
- 4.5 The Service Provider will meet with staff from each of the Parties at least once annually prior to October 1 to coordinate the development of a draft work program and budget for consideration by the **Snoqualmie Watershed Forum** for the following calendar year.
- 4.6 The **Snoqualmie Watershed Forum** shall, by October 1 of each year, establish an annual budget that provides for the level of funding and total resource obligations of the Parties for the following calendar year. For non-tribal Parties, such obligations are to be allocated on a proportional basis based on the average of the population, assessed valuation and geographic area attributable to each Party to this Agreement, in accordance with the formula set forth in Exhibit A. The

Exhibit A data shall be updated every third year, as more current data becomes available, by the Service Provider and approved by the **Snoqualmie Watershed Forum**. Exhibit A shall be automatically amended, without further action of the Parties, to reflect this updated data upon distribution of such data to the Parties in writing. When a federally recognized Indian tribe becomes party to this Agreement, the tribe's initial cost share shall be determined jointly by the Parties and will be included in Exhibit A. Tribal cost share(s) shall also be re-evaluated at the same three-year intervals. The weight accorded to the tribe's vote for weighted voting pursuant to Section 5 for any given year shall correspond to the tribe's cost share for that year relative to the cost shares contributed by the other Parties for that year.

- 4.7 The **Snoqualmie Watershed Forum** shall oversee the expenditure of budgeted funds and shall allocate the utilization of resources contributed by each Party or obtained from other sources in accordance with the approved annual work program.
- 4.8 The **Snoqualmie Watershed Forum** shall review and evaluate the performance of the Service Provider to this Agreement every other year starting in 2027, and shall provide for whatever actions are necessary to ensure that quality services are efficiently, effectively and responsibly delivered in the performance of the purposes of this agreement.
- 4.9 The **Snoqualmie Watershed Forum** may contract with similar watershed forum bodies, including the **Recovery Forum** or any other entities for any lawful purpose related hereto. The Parties may choose to create a separate legal or administrative entity under applicable state law, including without limitation a nonprofit corporation or general partnership, to accept private gifts, grants or financial contributions, or for any other lawful purposes.
- 4.10 Those Parties that are members of the **Recovery Forum** shall participate in regular meetings of the **Recovery Forum** to the extent possible in light of constraints on the availability of staff and elected officials. The **Snoqualmie Watershed Forum** may elect to designate a representative of the Parties to participate in the **Recovery Forum** on a regular basis.
- 4.11 The **Snoqualmie Watershed Forum** shall adopt rules and procedures that are consistent with its purposes as stated herein and are necessary for its operation.
5. **VOTING.** The **Snoqualmie Watershed Forum** shall make decisions, approve scope of work, budget, priorities and any other actions necessary to carry out the purposes of this Agreement as follows:

- 5.1 Decisions shall be made using a consensus model as much as possible that includes all **WRIA 7 ILA Parties** and **Stakeholder** representatives. Each **Party** and **Stakeholder** representative agrees to use its best efforts and exercise good faith in consensus decision-making. Consensus may be reached by unanimous agreement of the **Parties** and **Stakeholder** representatives. If unanimous agreement of **Parties** and **Stakeholder** representatives cannot be reached then the **WRIA 7 ILA Parties** may reach a decision by a majority recommendation with a minority report. Any **WRIA 7 ILA Party** who does not accept a majority decision may request weighted voting as set forth below.
- 5.2 During the course of decision-making, a **WRIA 7 ILA Party** or **Stakeholder** representative may call for a non-binding “roll call” vote.
- 5.3 In the event consensus cannot be achieved, as determined by rules and procedures adopted by the **Snoqualmie Watershed Forum**, the **Snoqualmie Watershed Forum** shall take action on a dual-majority basis, as follows:
- 5.3.1 Each **WRIA 7 ILA Party**, through its appointed representative, may cast its weighted vote in connection with a proposed **Snoqualmie Watershed Forum** action.
- 5.3.2 The weighted vote of each **WRIA 7 ILA Party** in relation to the weighted votes of each of the other **WRIA 7 ILA Parties** shall be determined by the percentage of the annual contribution made by each Party as set in accordance with Section 4.6 in the year in which the vote is taken.
- 5.3.3 For any action subject to weighted voting to be deemed approved, an affirmative vote must be cast by both a majority of the **WRIA 7 ILA Parties** and by a majority of the weighted votes of the Parties.
- 5.3.4 **Stakeholder** representatives shall not cast votes made pursuant to Section 5.3.

6. OBLIGATIONS OF PARTIES; BUDGET; FISCAL AGENT; RULES.

- 6.1 Each Party shall be responsible for meeting only its individual obligations hereunder as established in the annual budget adopted by the **Snoqualmie Watershed Forum** under this Agreement, including all such obligations related to the **Snoqualmie Watershed Forum** funding, technical support, and participation in related planning, and activities as set forth herein. It is anticipated that separate actions by the legislative bodies of the Parties will be necessary from time to time in order to carry out these obligations.
- 6.2 Staff from each of the Parties shall meet at least annually to develop a proposed annual work program, coordinate implementation of the Salmon Conservation Plan

and other watershed actions, and develop proposals for consideration by the **Snoqualmie Watershed Forum**.

- 6.3 No later than October 1 of each year of this Agreement, the **Snoqualmie Watershed Forum** shall adopt a budget, including its overhead and administrative costs, for the following calendar year. The budget shall propose the level of funding and other (e.g., staffing) responsibilities of the individual Parties for the following calendar year and shall propose the levels of funding and resources to be allocated to specific prioritized planning activities within the Snoqualmie Watershed and WRIA 7. The Parties shall thereafter take whatever separate legislative or other actions as may be necessary to address such individual responsibilities under the proposed budget, and shall have done so no later than the end of the fiscal year. Parties to this Agreement may elect to secure grant funding to meet their individual obligations.
- 6.4 Funds collected from the Parties or other sources on behalf of the **Snoqualmie Watershed Forum** shall be maintained in a special fund by King County as **Fiscal Agent** and as *ex officio* treasurer on behalf of the **Snoqualmie Watershed Forum** pursuant to rules and procedures established and agreed to by the **Snoqualmie Watershed Forum** and King County. Such rules and procedures shall set out billing practices and collection procedures and any other procedures as may be necessary to provide for its efficient administration and operation.
- 6.5 Any Party may inspect and review all records maintained in connection with such fund at any reasonable time.
7. **LATECOMERS**. **Eligible Governments** which have not become a Party to this Agreement may become a Party by obtaining written consent of all the **WRIA 7 ILA Parties**. The provisions of Section 5 otherwise governing decisions of the **Snoqualmie Watershed Forum** shall not apply to this section. The **WRIA 7 ILA Parties** and any **Eligible Governments** seeking to become a Party shall jointly determine the terms and conditions under which the government may become a Party, which terms and conditions shall include payment by such government to the **Snoqualmie Watershed Forum**, of the amount determined jointly by the **WRIA 7 ILA Parties** and the government to represent such government's fair and proportionate share of all costs associated with activities undertaken by the **Snoqualmie Watershed Forum** as of the date the government becomes a Party. Any government that becomes a Party pursuant to this section shall thereby assume the general rights and responsibilities of all other Parties to this Agreement.

8. **TERMINATION**.

- 8.1 Termination can only occur on an annual basis, beginning on January 1 of each calendar year, and then only if the terminating Party, through action of its governing body, provides at least sixty (60) days' prior written notice of its intent to terminate. The terminating Party shall remain fully responsible for meeting all of its funding and other obligations through the end of the calendar year in which such notice is given, together with any other costs that have been incurred on behalf of such terminating Party up to the effective date of such termination. It is possible that the makeup of the Parties to this Agreement may change from time to time. Regardless of any such changes, the Parties choosing not to exercise the right of termination shall each remain obligated to meet their respective share of the obligations of the ***Snoqualmie Watershed Forum*** as reflected in the annual budget.
- 8.2 This Agreement may be terminated in its entirety at any time by the written agreement of all Parties.
9. **HOLD HARMLESS AND INDEMNIFICATION**. To the extent permitted by state law as to city and county governments, and federal law as governing to tribes, and for the limited purposes set forth in this Agreement, each Party shall protect, defend, hold harmless and indemnify the other Parties, their officers, elected officials, agents and employees, while acting within the scope of their employment as such, from and against any and all claims (including demands, suits, penalties, liabilities, damages, costs, expenses, or losses of any kind or nature whatsoever) arising out of or in any way resulting from such Party's own negligent acts or omissions related to such Party's participation and obligations under this Agreement. Each Party to this Agreement agrees that its obligations under this subsection extend to any claim, demand and/or cause of action brought by or on behalf of any of its employees or agents. For this purpose, each Party, by mutual negotiation, hereby waives, with respect to the other Parties only, any immunity that would otherwise be available against such claims under the industrial insurance act provisions of Title 51 RCW. In the event that either Party incurs any judgment, award, and/or cost arising therefrom, including attorneys' fees, to enforce the provisions of this Section, all such fees, expenses, and costs shall be recoverable from the responsible Party to the extent of that Party's culpability. The provisions of this Section shall survive and continue to be applicable to Parties exercising the right of termination pursuant to Section 8.
10. **NO ASSUMPTION OF LIABILITY**. In no event do the Parties to this Agreement intend to assume any responsibility, risk or liability of any other Party to this Agreement or otherwise with regard to any Party's duties, responsibilities or liabilities under the ESA, or any other

act, statute, regulation, or ordinance of any local municipality or government, the State of Washington, or the United States.

11. **VOLUNTARY AGREEMENT.** This Agreement is voluntary and is acknowledged and agreed that no Party is committing to adopt or implement any actions or recommendations that may be contained in the ***Salmon Conservation Plan*** developed pursuant to this Agreement.
12. **NO PRECLUSION OF ACTIVITIES OR PROJECTS.** Nothing herein shall preclude any one or more of the Parties from choosing or agreeing to fund or implement any work, activities or projects associated with any of the purposes hereunder by separate agreement or action, provided that any such decision or agreement shall not impose any funding, participation or other obligation of any kind on any Party to this Agreement which is not a party to such decision or agreement.
13. **NO THIRD PARTY RIGHTS.** Nothing contained in this Agreement is intended to, nor shall it be construed to, create any rights in any third party, including without limitation the Recovery Forum, National Oceanic and Atmospheric Administration - Fisheries, United States Fish and Wildlife Service, any agency or department of the United States, or, the State of Washington, or to form the basis for any liability on the part of the ***Snoqualmie Watershed Forum*** or any of the Parties, or their officers, elected officials, agents and employees, to any third party.
14. **AMENDMENTS.** This Agreement may be amended, altered or clarified only by the unanimous consent of the Parties to this Agreement, and requires authorization and approval by each Party's governing body.
15. **COUNTERPARTS.** This Agreement may be executed in counterparts.
16. **APPROVAL BY PARTIES' GOVERNING BODIES.** This Agreement has been authorized and approved for execution by each Party's governing body.
17. **ENTIRE AGREEMENT.** This Agreement contains the entire Agreement among the Parties, and supersedes all prior negotiations, representations, and agreements, oral or otherwise, regarding the specific terms of this Agreement.

18. **FILING OF AGREEMENT**. This Agreement shall be filed by King County in accordance with the provisions of RCW 39.34.040 and .200 and with the terms of Section 3 herein.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the dates indicated below:

Approved as to form:

KING COUNTY

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

CITY OF CARNATION

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

CITY OF DUVALL

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

CITY OF NORTH BEND

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

CITY OF SNOQUALMIE

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

SNOQUALMIE TRIBE

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

TOWN OF SKYKOMISH

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

TULALIP TRIBES

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Exhibit A: 2025 Snoqualmie Watershed Forum Cost-Share Regional Watershed Funding

2025 ILA Budget Estimate:

\$ 725,968

Jurisdiction	2023 Estimated Population ¹		2024 Total Assessed Value (AV)		2024 Land Area (Square Miles) ²		Average of Population, AV & Area ³	2025 Cost Shares Based on Population, AV & Area	2025 Cost Shares with 10% City Contributions ⁴
Carnation	2,225	3.10%	\$644,558,884	2.45%	1.17	0.18%	1.91%	\$ 12,657	\$ 1,266
Duvall	8,530	11.87%	\$2,433,128,528	9.26%	2.44	0.37%	7.17%	\$ 47,524	\$ 4,752
King County	38,292	53.31%	\$15,232,023,237	58.00%	650.46	97.63%	69.64%	\$ 461,727	\$ 461,727
North Bend	8,120	11.30%	\$2,909,389,677	11.08%	4.43	0.66%	7.68%	\$ 50,930	\$ 5,093
Snoqualmie	14,500	20.19%	\$4,989,641,822	19.00%	7.42	1.11%	13.43%	\$ 89,054	\$ 8,905
Skykomish	165	0.23%	\$55,002,900	0.21%	0.33	0.05%	0.16%	\$ 1,081	\$ 108
Snoqualmie Tribe								\$ 6,497	\$ 6,497
Tulalip Tribes								\$ 6,497	\$ 6,497
WRIA 7 Total	71,832	100%	\$26,263,745,048	100%	666.2	100%	100%	\$ 675,968	\$ 494,845

NOTES

1. King County population estimates by jurisdiction sourced from Washington Office of Financial Management (OFM). Jurisdictions entirely within WRIA 7 were assigned the OFM estimate. Parcels were assigned to jurisdictions based on the location of the parcel centerpoint.
2. King County land area excludes the South Fork Tolt River basin, the Alpine Lakes Wilderness, and those portions of the City of Sammamish that are within WRIA 7.
3. Information on population, assessed value, and land area is based on most recent data available. Per the draft 2026 Interlocal Agreement (ILA), these numbers will be updated every third year. This cost share allocation is based on 2023-2024 data and will be used in 2025, 2026 and 2027.
4. Annual grants and cost-savings from prior years make up the balance of the Forum budget.



Working together for salmon recovery and watershed health.

Carnation

Duvall

King County

North Bend

Skykomish

Snoqualmie

Snoqualmie Tribe

Tulalip Tribes

MEMORANDUM



DATE: March 3, 2025

TO: City of Carnation
City of Duvall
City of North Bend
City of Snoqualmie
Snoqualmie Tribe
Town of Skykomish
Tulalip Tribes

Handwritten signature of Elissa Ostergaard

FROM: Elissa Ostergaard, Salmon Recovery Manager, Snoqualmie Watershed Forum

RE: Transmittal of 2026-2035 Interlocal Agreement for the Snoqualmie Watershed Forum for Council Approval and Signatures

The Interlocal Agreement (ILA) between King County, Snoqualmie Tribe, Tulalip Tribes, the cities of Carnation, Duvall, North Bend and Snoqualmie and the Town of Skykomish was approved for transmittal to Councils for signatures by the Snoqualmie Watershed Forum on January 15, 2025. The ILA will extend this successful partnership for another ten years to December 31, 2035. I encourage each Council to take the necessary action to approve this new agreement before the end of July 2025. Following approval, please contact me to arrange for gathering electronic signatures using DocuSign.

The Snoqualmie Watershed Forum has been operating under consecutive ILAs since 2001 to jointly guide and implement actions for salmon recovery and watershed health in the King County portion of the Snohomish Basin, specifically in the Snoqualmie and South Fork Skykomish watersheds. This partnership has resulted in development of the Snohomish River Basin Salmon Conservation Plan in 2005 and the Snohomish Basin Protection plan in 2015; recommended over \$18 million to habitat, water quality, flood hazard reduction, and stewardship projects in the basin; fostered relationships and collaborative projects between landowners, non-governmental organizations, local governments and tribes; and representation of watershed priorities in regional processes with the Snohomish Basin Salmon Recovery Forum, Puget Sound Partnership, Sno-Stilly Local Integrated Organization, Department of Ecology's WRIA 7 Water Resource Enhancement Committee, Snoqualmie Fish Farm Flood, the Washington State Legislature and others.

The new 2026 ILA is largely consistent with the current ILA, with a few substantive changes made to streamline governance of the Snoqualmie Watershed Forum and make the document more consistent with the salmon recovery ILAs for the Lake Washington-Cedar-

Sammamish Salmon Recovery Council (WRIA 8) and the Green/Duwamish Watershed Ecosystem Forum (WRIA 9). This ILA was developed over the course of six months, and all eight parties to the agreement, along with their attorneys, were engaged via email and had opportunities to provide comment and discuss provisions at four meetings between September 2024 and January 2025.

Please contact me at (206) 477-4792 or elissa.ostergaard@kingcounty.gov if I can be of assistance.

Summary of Changes and Renewal Process, Snoqualmie Watershed Forum Interlocal Agreement for 2026-2035

The current Interlocal Agreement (ILA) that creates the partnership known as the Snoqualmie Watershed Forum (Forum) between King County, the cities of Carnation, Duvall, North Bend and Snoqualmie, the Snoqualmie Tribe, Tulalip Tribes, and the Town of Skykomish is set to expire on December 31, 2025. A new ILA for 2026-2035 was renegotiated in 2024 by the ILA signatory tribes and jurisdictions and approved by the Forum. The new ILA will govern the Forum’s purpose, operations and cost share arrangements.

Beginning in July 2024, Forum staff at King County, as the service provider, worked with staff and elected representatives from each of the eight signatories to the agreement to identify primary contact people from each tribe and jurisdiction who were then responsible for coordinating review. The initial draft was circulated to the eight parties in July 2024 for review by staff and attorneys, and comments from Snoqualmie Tribe and City of Snoqualmie were subsequently incorporated. The second draft was distributed to the parties on August 15 and then discussed at a virtual meeting on September 9. The second draft was also reviewed and discussed at the Snoqualmie Watershed Forum meeting on September 18. The third draft was distributed by email on September 27 along with a survey on several provisions of the agreement where consensus had not yet been reached. Five of the eight parties then met with me on October 29 and arrived at consensus on the remaining provisions of the agreement. On November 6 the parties were sent the final draft ILA and offered an opportunity to meet individually or as a group with King County attorney Mike Graves, and all declined. The final November 6 draft was approved by the Forum on January 15, 2025. The Forum is now transmitting the ILA to each member jurisdiction for council approval.

The ILA’s primary purpose remains to be coordinating salmon recovery and watershed health efforts in the Snoqualmie and South Fork Skykomish basins. The 2026 ILA is largely consistent with the current ILA, with a few minor changes made to streamline governance of the Snoqualmie Watershed Forum and make the document more consistent with the King County’s ILAs for the Cedar-Lake Washington-Lake Sammamish Watershed Council (WRIA 8) and the Green/Duwamish Watershed Ecosystem Forum (WRIA 9). Following is a summary of the substantive changes between the current ILA and the 2026 ILA.

SECTION 1. Definitions

- Section 1.2 – The WRIA 7 ILA Parties definition was revised to specify these are the groups responsible for signing and implementing the agreement.
- Section 1.3 - The Snoqualmie Watershed Forum definition was revised to clarify that all members of the Snoqualmie Watershed Forum are responsible for its governance.
- Section 1.7 - Added state and local agencies and special purpose districts as eligible Stakeholder members to the Forum.
- Section 1.8 - New definition for Fiscal Agent, which performs accounting services on behalf of the Snoqualmie Watershed Forum.

SECTION 2. Purposes

- Section 2.6 – Changed the word “citizen” to “resident” since residents who participate as members of the Snoqualmie Watershed Forum are not required to be citizens of the United States.

- Specified that nothing in the ILA shall waive the sovereign immunity of the Tribal government Parties.

SECTION 3. Effective Date and Term

- Removed the date since the agreement will be executed when King County and at least two other Parties have filed their signatures with King County. Excluding the date allows flexibility – if the ILA should expire before the next one is executed, it could be extended as needed.
- Added references to RCW 39.34.040 and .200, which authorize this agreement.

SECTION 4. Organization and Membership of the Snoqualmie Watershed Forum

- Replaced “ex officio members,” an undefined term, with the defined term “Stakeholder representatives.”
- Section 4.1 - Removed the requirement that if a Party appoints a non-elected official, they must designate in writing whether their representative can vote on behalf of the Party.
- Section 4.2 - Changed the number of Stakeholder representatives from five to “at least five” to allow additional members to be added without having to change the language of the ILA.
- Removed the list of Stakeholder representatives and who is responsible for appointing them. This list will be moved to the Memorandum of Understanding (MOU), which is signed by the Director of King County Department of Natural Resources and Parks and the Chair of the Snoqualmie Watershed Forum, and thus easier to change than the ILA. Parties agreed that at least one resident member should reside in unincorporated King County, and this will be stipulated in the MOU.
- Section 4.3 – Removed term limits for Party representatives. Term limits for Stakeholder representatives will be removed from the ILA and included in the MOU.
- Section 4.4 – Added the option for any subset of Parties to purchase additional cost share services from the service provider under this agreement with a new MOU.
- Section 4.8 – Changed the performance evaluation interval to every two years instead of every year.

SECTION 5. Voting

Section 5.1 – Deleted references to undefined terms such as “members” and replaced with defined terms.

SECTION 6. Obligations of Parties; Budget; Fiscal Agent; Rules

6.2 – Deleted a sentence about the primary obligations of the Parties because it was redundant with the statement in 6.1 with a slightly lesser set of obligations. Specified that staff from each of the Parties meet at least once per year to develop a proposed work program and other proposals for consideration by the Snoqualmie Watershed Forum.

SECTION 7. Latecomers

Removed any deadline for eligible governments to become Party to the ILA.

SECTION 8. Termination

Changed the annual deadline for an individual Party to provide written notice of its intent to terminate participation from 30 to 60 days prior to the first of the year to allow the other Parties to adjust their cost shares accordingly.

SECTION 18. Filing of Agreement

- Added this section to specify it shall be filed with King County in accordance with the provisions of RCW 39.34.040 and .200 and the terms of Section 3 of the ILA.

RESOLUTION NO. 1716**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SNOQUALMIE, WASHINGTON, APPROVING AN INTERLOCAL AGREEMENT FOR CONTINUED PARTICIPATION IN THE SNOQUALMIE WATERSHED FORUM**

WHEREAS, the City of Snoqualmie is within the Snoqualmie Watershed and within the management area of Water Resource Inventory Area 7 ("WRIA 7"); and

WHEREAS, the City of Snoqualmie is one of the local and tribal governmental entities eligible for participation in the Snoqualmie Watershed Forum within WRIA 7 including King County; federally recognized Indian tribes located within WRIA 7; the Cities of Carnation, Duvall, North Bend, Snoqualmie, and Sammamish; and the Town of Skykomish (collectively "Parties"); and

WHEREAS, the Parties share interests in and responsibility for addressing long-term watershed planning, conservation, and improving watershed health; and

WHEREAS, Puget Sound Chinook salmon and bull trout, including the Snoqualmie and South Fork Skykomish populations, were listed as threatened under the Endangered Species Act (ESA) in 1999 and steelhead trout were listed as threatened under the ESA in 2007; and

WHEREAS, the City of Snoqualmie recognizes that participation in the efforts to implement the WRIA 7 Plan demonstrates a commitment to work proactively to address the ESA listings; and

WHEREAS, the City of Snoqualmie recognizes that achieving WRIA 7 salmon recovery and watershed health goals requires a recommitment to, and acceleration of, the collaborative implementation and funding of salmon and watershed conservation actions; and

WHEREAS, the City of Snoqualmie was a party to the 2006-2010 Interlocal Agreement, a 2011-2015 extension and amendment to the Interlocal Agreement, and the 2016-2025 Interlocal Agreement to implement the WRIA 7 Plan and improve watershed health; and

WHEREAS, the City of Snoqualmie wishes to continue the effort for identifying, coordinating and implementing habitat, water quality, flood hazard reduction, and water quantity projects at the watershed level under the terms of an interlocal agreement; and

WHEREAS, the City of Snoqualmie continues to have interest in achieving multiple benefits by integrating salmon recovery and watershed health projects and programs with other important resource considerations such as agriculture, forestry, biodiversity, wildlife, open space and recreation; and

WHEREAS, one of the City of Snoqualmie's goals includes the preservation of the Snoqualmie Valley's character while strengthening a vibrant city; and

WHEREAS, City of Snoqualmie recognizes and respect the present-day and historical importance of the watersheds; and

WHEREAS, the City of Snoqualmie recognizes and values the present-day and historical connection of the City to the river and the natural resources of the Snoqualmie watershed; and

WHEREAS, the City of Snoqualmie has an interest in participating in the Snohomish Basin Salmon Recovery Forum and other salmon recovery groups; and

WHEREAS, the City of Snoqualmie has an interest in supporting implementation of the Puget Sound Partnership Action Agenda to restore the health of the Puget Sound as it relates to salmon recovery and watershed health; and

WHEREAS, the City of Snoqualmie recognizes that addressing watershed issues and implementing salmon conservation and recovery actions may be carried out more efficiently if done on a cooperative basis:

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SNOQUALMIE, WASHINGTON AS FOLLOWS:

The Mayor is hereby authorized to sign the 2026-2035 Interlocal Agreement For the Snoqualmie and South Fork Skykomish Watersheds within Water Resource Inventory Area 7.

PASSED by the City Council of the City of Snoqualmie, Washington, this 12th day of May 2025.

Katherine Ross, Mayor

Attest:

Approved as to form:

Deana Dean, City Clerk

Dena Burke, City Attorney



**BUSINESS OF THE CITY COUNCIL
CITY OF SNOQUALMIE**

**AB25-003
May 12, 2025
Ordinance**

AGENDA BILL INFORMATION

TITLE:	AB25-003: 2025-2030 Utility Rate Adjustment	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
	PROPOSED ACTION:	

REVIEW:	Department Director	Jeff Hamlin	3/13/2025
	Finance	Drew Bouta	3/10/2025
	Legal	Dena Burke	3/6/2025
	City Administrator	Mike Chambless	3/10/2025

DEPARTMENT:	Parks & Public Works		
STAFF:	Dylan Gamble, CIP Manager		
COMMITTEE:	Parks & Public Works	COMMITTEE DATE: March 18, 2025	
EXHIBITS:	1. Ordinance 1303 2. DRAFT 2024 Rate Study Report (2025-2030 Utility Rate Study Report)		

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

SUMMARY

INTRODUCTION

Ordinance 1303 will amend the Utility Rates for the years of 2025-2030. The recommended rate changes are designed to match rate revenue requirements, cost of services balance, and rate design for the City’s combined utility. The recommended rate changes are based on a 2025-2030 Utility Rate Study conducted by FCS Group.

LEGISLATIVE HISTORY

In June of 2020, City of Snoqualmie Council approved an agreement with Financial Consulting Solutions (FCS) Group to conduct a Utility Rate Study and General Facilities Charges Update for the City’s combined utility. Since the adoption of Ordinance 1248, the product of the 2021 Rate study effort, the City has maintained the Utility Rates increases with minor adjustments in the year 2021 (to reduce rates to 0%) and in 2024 (with increases associated with the 2024 fiscal Health Review).

A Fiscal Health Review of the utility rates was conducted in 2023 to study the recent impact that high levels of inflation have had on the revenue requirements of the combined utility. The study indicated that the City would need to increase rates to account for significant inflation. City Council implemented a single year rate adjustment (for the year 2024 only) through Ordinance 1284, adopted on December 11th, 2023.

City Council and the Parks and Public works Committee began review of the Utility rate revenue requirements in June of 2024. Parks and Public Works Committee initiated the study and made recommendations to the Council as to the revenue needed to achieve the Six-Year Utility CIP and projected six years of maintenance and operations expenses. This was brought to City Council for review and consideration on June 24th and July 8th, 2024.

Following the review of Council's rate revenue direction the Parks and Public Works Committee began the cost of services requirement utility rate review step. The cost of services review requires direction to the proper balancing of customer classes (Residential, multi-family, etc.) and their associated contribution to each Utility. Parks and Public Works Committee produced a recommendation that balanced customer class over a six-year time horizon. This was done to ensure each customer class is charged for the appropriate share of each utility expense, maintain equity, as well as careful consideration to correct any customer class imbalances. The Parks and Public Works committee recommendations were presented and reviewed at the November 12th, 2024 City Council Meeting.

The final utility rate element consideration, called 'rate design', is review of the balance between fixed rate and variable rate charges for all utility and customer classes. The City has in past utility rate designs made efforts to produce a balanced combination of fixed vs variable charges. This effort is done to smooth the monthly charge, and associated revenue generation, by including a monthly service charge in conjunction with a usage charge. Thus, allowing the City to collect the required revenue for the utilities across an entire year rather than in peak months of usage. In addition, maintaining the past Council rate design emphasizes the efforts to achieve water efficiency goals and minimize misuse or overuse of potable water. The Parks and Public Works committee recommendation(s) for rate design structures were presented and reviewed at the December 9th, 2024 City Council Meeting.

Following the direction of the December 9th, 2024 Council meeting a proposed Ordinance was produced that reflected the combined rate study efforts. The first version of Ordinance 1303 was first presented to the Parks and Public Works Committee on January 7th, 2025 and at the subsequent City Council Meeting on January 13th, 2025. Further direction was given to staff for additional review of rate revenue requirements and additional consideration to Utility CIP's project timing and criticality. Staff returned to the Public Works Committee on January 22nd, February 4th, and February 19th, 2025 presenting several rate designs/models. In addition, a complete review of the Utility CIP for project timing, criticality, and expense was conducted as part of the Council directive(s). Following this review, the Parks and Public Works Committee recommended a refined rate design to City Council on February 24th, 2025. After review, direction was given to return this rate design as an Ordinance (Version 2 of ORD. 1303) at the next possible Council meeting following all requirements of public noticing and public hearing.

BACKGROUND

FCS Group, in collaboration with the Administration, has worked to define the overall revenue needs of the combined utility, evaluate the cost to provide service to each customer class, and developed rates reflecting the fiscal sustainability and equity goals of Council. A periodic review of the of rates is planned for every four years to maintain the fiscal stability of the combined utility.

The process for updating and reviewing the utility rates is a multi-step effort. As part of this review, City Council often reviewed the impacts to potential rate changes as impacts to a hypothetical 'average customer'.

Staff reviewed customer data to produce an average customer based on usage and meter size and an average usage for all customer classes. Using this average customer class allows Council to directly compare different rate structures as well as changes to customer's monthly bills. The presentation that reflects this 'average customer' review as a format can be found at the [February 19th, 2025 Parks and Public Works Committee meeting](#). The materials from this presentation are generated from the modeling of the utility rates. Once codified by this ordinance, these rates will be used to calculate customer bills.

NEXT STEPS

The proposed utility rates will go into effect June 1st, 2025. Following any decision made as part of the 2025-2030 Utility Rate Study, staff will bring associated General Facility Charges (GFC) ordinance and charges. Updating of the GFC charges will complete the review of the utility rates maintained by the City's Utilities.

PROPOSED ACTION

March 24, 2025: Public Hearing and first reading of Ordinance 1303.

April 14, 2025: Second reading of Ordinance 1303.

May 12, 2025: Third reading of Ordinance 1303. MOVE to approve Ordinance 1303 amending City of Snoqualmie Utility Rates for the years of 2025-2030.

ORDINANCE NO. 1303

AN ORDINANCE OF THE CITY OF SNOQUALMIE, WASHINGTON, ESTABLISHING RATES FOR THE CITY'S COMBINED UTILITY FOR THE YEAR 2025-2030, AMENDING SNOQUALMIE MUNICIPAL CODE SECTIONS 13.08.010, 13.08.090, 13.10.050, AND 13.12.010; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE

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

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

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

WHEREAS, pursuant to the Growth Management Act (GMA), Ch. 36.70A RCW, the City has adopted a GMA Comprehensive Plan, entitled Snoqualmie 2044, which describes the City that residents wish to leave to future generations, expresses goals and policies to guide that vision, provides a generalized land use plan for the City and its urban growth area, provides for the existing population as well as the population and employment growth anticipated to occur through the year 2044, establishes the foundation for implementing programs and regulations, and provides a guide for City budgeting; and

WHEREAS, as required by law, Snoqualmie 2044 also includes a Capital Facilities and Utilities Elements, which includes the following: (a) identifies the general location, proposed location, and capacity of the City's existing and proposed water, sewer and stormwater utility facilities; (b) sets forth a forecast of the future needs for such capital facilities; (c) shows the proposed locations and

capacities of expanded or new capital facilities; and, (d) provides at least a six-year plan that will finance such capital facilities within projected funding capacities; and

WHEREAS, in addition to the utility planning set forth in Snoqualmie 2044, the has a General Sewer Plan, Water System Plan, and Stormwater Management Plan, which itemize and describe those capital improvements to the City’s sewer, water, and stormwater infrastructure that are necessary to maintain the City’s combined utility system and provide sufficient capacity to serve the population and employment growth anticipated in the City’s GMA Comprehensive Plan; and

WHEREAS, the City’s 2025-2030 Capital Improvement Plan (“CIP”) constitutes the six-year plan called for by the GMA’s Capital Facilities Element requirements; and

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

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

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

WHEREAS, a 2025-2030 Utility Rate Study was conducted by Financial Consulting Solutions (FCS) Group that developed proposed rates for each utility for the period from 2025 through 2030; and

WHEREAS, the 2025-2030 Utility Rate Study concluded that water, sewer and stormwater rate and charge increases in the amounts set forth herein are required in order to pay the ongoing costs of operating and maintaining the City’s combined utility and to pay the capital costs of those necessary improvements to the City’s water, sewer and stormwater infrastructure set forth in the City’s adopted 2023-2028 CIP; and

WHEREAS, a duly noticed public hearing was held on March 24, 2025, regarding the rates and charges established herein.

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

Section 1. Section 13.08.010 Amended. Section 13.08.010 of the Snoqualmie Municipal Code is hereby amended and adopted to read as follows (amendments shown in strikethrough/underline format for ease of reference):

13.08.010 Residential Rates and charges.

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

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

<u>Residential Rate</u>	2021	2022	2023	2024	2025	2026
	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>
	\$78.99	\$80.57	\$82.16	\$84.62	\$85.37	\$86.99
	<u>\$92.66</u>	<u>\$94.74</u>	<u>\$96.87</u>	<u>\$99.05</u>	<u>\$101.28</u>	<u>\$103.56</u>

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

Multifamily Rate	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>
	\$62.87 <u>\$64.45</u>	\$62.13 <u>\$65.09</u>	\$61.35 <u>\$65.09</u>	\$63.19 <u>\$65.09</u>	\$59.67 <u>\$65.09</u>	\$58.76 <u>\$65.09</u>

C. Rates for residential sewer service outside the corporate limits shall be 1.5 times the rates within the City limits.

1. Residential: Outside City Limits

<u>Residential Rate</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>
	<u>\$138.99</u>	<u>\$142.11</u>	<u>\$145.31</u>	<u>\$148.58</u>	<u>\$151.92</u>	<u>\$155.34</u>

2. Multifamily: Outside City Limits

<u>Multifamily Rates</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>
	<u>\$96.68</u>	<u>\$97.64</u>	<u>\$97.64</u>	<u>\$97.64</u>	<u>\$97.64</u>	<u>\$97.64</u>

D. A “low-income residential customer” means an individual:

1. Who owns or rents and resides in the residence where the discounted rate(s) are being requested;
2. Whose residence has a separate water meter;
3. Whose total household annual income meets the U.S. Department of Housing and Urban Development, Income Limits for Very Low Income in King County, Washington.

Household annual income shall include income of a spouse or any co-resident(s), where

“annual income” is defined as Adjusted Gross Income as indicated in the most recent Federal Income Tax return. In the absence of a Federal Income Tax return, the Finance Director may consider other documentation of household annual income; and

4. Who is not nor is any other adult member of the household claimed as a dependent on another federal income tax return; and
5. Who is named customer on the City’s utility bill or can prove that he or she is the named tenant in a lease or rental agreement for that residence.

E. The Finance Director shall create an application form and a renewal form for residential customers requesting the low-income residential customer discount.

1. Applications shall be available at City Hall or mailed to any City customer upon request.
2. The low-income residential customer seeking the low-income discount must complete an application renewal form annually in order to continue receiving the low-income residential customer discount.
3. A notice of renewal of application will be mailed annually by the City to low-income residential customers then receiving the discount. The completed renewal application form and required attachments must be returned to the City within 30 days or the discount will no longer apply.
4. Discounts will commence on the next subsequent billing date following application.
5. A low-income residential customer who applied for and received the discount in the prior year, but who has failed to submit the renewal form within the required 30 days and whose low-income customer discount was discontinued as a result, may request a one-time only retroactive application of the low-income discount for not more than 2 billing cycles or two months.

6. A low-income residential customer is not eligible for the low-income discount if his or her annual water consumption is in excess of 100 cubic feet (ccf) per year on a calendar year basis. An applicant may appeal the criteria to the Finance Director and must provide a convincing justification for the excess usage.

F. The sewer bill for a low-income residential customer whose application is determined by the Finance Director to meet the criteria of subsections D and E above will be discounted by 30 percent.

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

13.08.090 Commercial Base and Volume Rate Structure

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

Commercial Rate	<u>2021</u> <u>2025</u>	<u>2022</u> <u>2026</u>	<u>2023</u> <u>2027</u>	<u>2024</u> <u>2028</u>	<u>2025</u> <u>2029</u>	<u>2026</u> <u>2030</u>
Base monthly unit charge, for water consumption up to 600 cubic feet						
Low Commercial	\$97.92 <u>\$116.45</u>	\$99.88 <u>\$119.94</u>	\$101.85 <u>\$123.54</u>	\$104.91 <u>\$127.25</u>	\$105.83 <u>\$131.07</u>	\$107.84 <u>\$135.00</u>
High Commercial	\$121.72 <u>\$156.57</u>	\$126.19 <u>\$167.65</u>	\$130.78 <u>\$180.10</u>	\$134.70 <u>\$193.07</u>	\$140.31 <u>\$206.57</u>	\$145.20 <u>\$220.63</u>
Volume charge, for each additional 100 cubic feet or portion thereof (above 600 cubic feet)						
Low Commercial	\$7.09	\$7.23	\$7.37	\$7.59	\$7.65	\$7.80

Commercial Rate	<u>2021</u> <u>2025</u>	<u>2022</u> <u>2026</u>	<u>2023</u> <u>2027</u>	<u>2024</u> <u>2028</u>	<u>2025</u> <u>2029</u>	<u>2026</u> <u>2030</u>
	\$8.42	\$8.67	\$8.93	\$9.20	\$9.48	\$9.76
High Commercial	\$9.64 \$12.39	\$9.99 \$13.27	\$10.35 \$14.26	\$10.66 \$15.29	\$11.11 \$16.36	\$11.50 \$17.47

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

Section 3. Section 13.12.010 Amended. Section 13.12.010 of the Snoqualmie Municipal Code is hereby amended and adopted to read as follows:

13.12.10 Rates and charges.

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

- A. Each ratepayer shall pay for water service based on the applicable meter size. Rates for water service shall consist of a monthly base service charge based on rate classification, plus a volume charge also based on rate class.
- B. Residential: This customer class includes each separately metered single-family residence, trailer or mobile home in a trailer court or mobile home park, and each separately metered residential unit in a townhome or duplex.
 - 1. The base (minimum) service, according to meter size and location within ~~or without~~ the corporate limits of the city, for all residential water classifications, other than Class A reclaimed water, shall be as follows:

Base charge (Meter Size)	<u>2021</u> <u>2025</u>	<u>2022</u> <u>2026</u>	<u>2023</u> <u>2027</u>	<u>2024</u> <u>2028</u>	<u>2025</u> <u>2029</u>	<u>2026</u> <u>2030</u>
3/4"	\$34.36 <u>\$40.74</u>	\$35.63 <u>\$42.37</u>	\$36.95 <u>\$44.06</u>	\$39.17 <u>\$45.82</u>	\$39.74 <u>\$47.65</u>	\$41.21 <u>\$49.56</u>
1"	\$43.14 <u>\$51.15</u>	\$44.74 <u>\$53.20</u>	\$46.40 <u>\$55.33</u>	\$49.18 <u>\$57.54</u>	\$49.90 <u>\$59.84</u>	\$51.75 <u>\$62.23</u>
1-1/2"	\$71.50 <u>\$84.76</u>	\$74.15 <u>\$88.15</u>	\$76.89 <u>\$91.68</u>	\$81.50 <u>\$95.35</u>	\$82.68 <u>\$99.16</u>	\$85.74 <u>\$103.13</u>
2"	\$119.30 <u>\$141.43</u>	\$123.71 <u>\$147.09</u>	\$128.29 <u>\$152.97</u>	\$135.99 <u>\$159.09</u>	\$137.96 <u>\$165.45</u>	\$143.06 <u>\$172.07</u>
3"	\$179.13 <u>\$212.36</u>	\$185.76 <u>\$220.85</u>	\$192.63 <u>\$229.68</u>	\$204.19 <u>\$238.87</u>	\$207.15 <u>\$248.42</u>	\$214.81 <u>\$258.36</u>
4"	\$238.81 <u>\$283.11</u>	\$247.65 <u>\$294.43</u>	\$256.81 <u>\$306.21</u>	\$272.22 <u>\$318.46</u>	\$276.16 <u>\$331.20</u>	\$286.38 <u>\$344.45</u>
6"	\$357.98 <u>\$424.39</u>	\$371.23 <u>\$441.37</u>	\$384.97 <u>\$459.02</u>	\$408.07 <u>\$477.38</u>	\$413.98 <u>\$496.48</u>	\$429.30 <u>\$516.34</u>
8"	\$477.35 <u>\$565.90</u>	\$495.01 <u>\$588.54</u>	\$513.33 <u>\$612.08</u>	\$544.13 <u>\$636.56</u>	\$552.02 <u>\$662.02</u>	\$572.44 <u>\$688.50</u>

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

Consumption Rate (per 100 cubic feet)	<u>2021</u> <u>2025</u>	<u>2022</u> <u>2026</u>	<u>2023</u> <u>2027</u>	<u>2024</u> <u>2028</u>	<u>2025</u> <u>2029</u>	<u>2026</u> <u>2030</u>
0-300 cf	\$2.26 <u>\$2.68</u>	\$2.34 <u>\$2.79</u>	\$2.43 <u>\$2.90</u>	\$2.58 <u>\$3.02</u>	\$2.61 <u>\$3.14</u>	\$2.71 <u>\$3.27</u>
301-800 cf	\$3.80 <u>\$4.51</u>	\$3.94 <u>\$4.69</u>	\$4.09 <u>\$4.88</u>	\$4.34 <u>\$5.08</u>	\$4.40 <u>\$5.28</u>	\$4.56 <u>\$5.49</u>
Over 801 cf	\$4.75 <u>\$5.64</u>	\$4.93 <u>\$5.87</u>	\$5.11 <u>\$6.10</u>	\$5.42 <u>\$6.34</u>	\$5.50 <u>\$6.59</u>	\$5.70 <u>\$6.85</u>

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

- a. Base (minimum) service, according to meter size and location outside the corporate limits of the city, for all residential water classifications, other than Class A reclaimed water, shall be as follows:

<u>Base Charge (Meter Size)</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>
3/4"	\$61.11	\$63.56	\$66.09	\$68.73	\$71.48	\$74.34
1"	\$76.73	\$79.80	\$83.00	\$86.31	\$89.76	\$93.35
1.5"	\$127.14	\$132.23	\$137.52	\$143.03	\$148.74	\$154.70
2"	\$212.15	\$220.64	\$229.46	\$238.64	\$248.18	\$258.11
3"	\$318.54	\$331.28	\$344.52	\$358.31	\$372.63	\$387.54
4"	\$424.67	\$441.65	\$459.32	\$477.69	\$496.80	\$516.68
6"	\$636.59	\$662.06	\$688.53	\$716.07	\$744.72	\$774.51
8"	\$848.85	\$882.81	\$918.12	\$954.84	\$993.03	\$1,032.75

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

<u>Consumption Rate (per 100 cubic feet)</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>
Block 1 (0-300cf)	\$4.02	\$4.19	\$4.35	\$4.53	\$4.71	\$4.91
Block 2 (301-800cf)	\$6.77	\$7.04	\$7.32	\$7.62	\$7.92	\$8.24
Block 3 (801+cf)	\$8.43	\$8.81	\$9.15	\$9.51	\$9.89	\$10.28

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

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

Base Charge	<u>2021</u> <u>2025</u>	<u>2022</u> <u>2026</u>	<u>2023</u> <u>2027</u>	<u>2024</u> <u>2028</u>	<u>2025</u> <u>2029</u>	<u>2026</u> <u>2030</u>
Per unit	\$30.16 <u>\$31.19</u>	\$29.80 <u>\$31.19</u>	\$29.42 <u>\$31.19</u>	\$31.19 <u>\$31.19</u>	\$28.62 <u>\$31.19</u>	\$28.18 <u>\$31.19</u>

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

Volume Rate	<u>2021</u> <u>2025</u>	<u>2022</u> <u>2026</u>	<u>2023</u> <u>2027</u>	<u>2024</u> <u>2028</u>	<u>2025</u> <u>2029</u>	<u>2026</u> <u>2030</u>
Per 100 cf	\$2.70 <u>\$2.80</u>	\$2.67 <u>\$2.80</u>	\$2.64 <u>\$2.80</u>	<u>\$2.80</u> <u>\$2.80</u>	\$2.56 <u>\$2.80</u>	\$2.52 <u>\$2.80</u>

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

c. Outside City multifamily customers shall be 1.5 times the inside the City rates for the base charge and the consumption rates for each multifamily unit connected to the single master water meter other than Class A reclaimed water. Base (minimum) service shall be as follows:

<u>Base Charge</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>
<u>Per Unit</u>	<u>\$46.79</u>	<u>\$46.79</u>	<u>\$46.79</u>	<u>\$46.79</u>	<u>\$46.79</u>	<u>\$46.79</u>

d. Outside City multifamily customers shall be 1.5 times the inside the City the consumption rates for each multifamily unit connected to the single master water meter other than Class A

reclaimed water. The following multifamily volume consumption rates are imposed for each 100 cubic feet (CCF) of usage for all water outside the corporate limits of the city:

<u>Volume Rate</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>
Per 100 cf	\$4.20	\$4.20	\$4.20	\$4.20	\$4.20	\$4.20

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

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

Meter Size	<u>2021</u> <u>2025</u>	<u>2022</u> <u>2026</u>	<u>2023</u> <u>2027</u>	<u>2024</u> <u>2028</u>	<u>2025</u> <u>2029</u>	<u>2026</u> <u>2030</u>
3/4"	\$41.56 \$50.86	\$43.66 \$53.20	\$45.80 \$55.58	\$48.55 \$57.99	\$50.16 \$60.43	\$52.38 \$62.89
1"	\$52.17 \$63.83	\$54.81 \$66.77	\$57.49 \$69.75	\$60.94 \$72.77	\$62.96 \$75.83	\$65.74 \$78.92
1-1/2"	\$86.46 \$105.80	\$90.84 \$110.67	\$95.28 \$115.61	\$101.00 \$120.62	\$104.35 \$125.69	\$108.96 \$130.81
2"	\$144.25 \$176.51	\$151.56 \$184.64	\$158.97 \$192.89	\$168.51 \$201.25	\$174.10 \$209.70	\$181.80 \$218.24
3"	\$216.59 \$265.01	\$227.55 \$277.21	\$238.68 \$289.59	\$253.00 \$302.13	\$261.40 \$314.82	\$272.96 \$327.64
4"	\$288.76 \$353.33	\$303.38 \$369.60	\$318.22 \$386.11	\$337.31 \$402.84	\$348.51 \$419.76	\$363.92 \$436.86
6"	\$432.86 \$529.22	\$454.76 \$554.03	\$477.01 \$578.77	\$505.63 \$603.84	\$522.42 \$629.21	\$545.52 \$654.84
8"	\$577.18 \$706.24	\$606.40 \$738.76	\$636.06 \$771.76	\$674.22 \$805.19	\$696.60 \$839.02	\$727.41 \$873.19

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

Volume charge	<u>2021</u> <u>2025</u>	<u>2022</u> <u>2026</u>	<u>2023</u> <u>2027</u>	<u>2024</u> <u>2028</u>	<u>2025</u> <u>2029</u>	<u>2026</u> <u>2030</u>
Per 100 cf	\$3.49 \$4.27	\$3.67 \$4.47	\$3.85 \$4.67	\$4.08 \$4.87	\$4.21 \$5.07	\$4.40 \$5.28

c. Rates for outside City commercial customers shall be 1.5 times the inside the City rates for the base charge and the consumption rates. Base (minimum) service, according to meter size and location outside the corporate limits of the city, for all residential water classifications, other than Class A reclaimed water, shall be as follows:

<u>Meter Size</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>
<u>3/4"</u>	\$76.29	\$79.80	\$83.37	\$86.99	\$90.65	\$94.34
<u>1"</u>	\$95.75	\$100.16	\$104.63	\$109.16	\$113.75	\$118.38
<u>1.5"</u>	\$158.70	\$166.01	\$173.42	\$180.93	\$188.54	\$196.22
<u>2"</u>	\$264.77	\$276.96	\$289.34	\$301.88	\$314.55	\$327.36
<u>3"</u>	\$397.52	\$415.82	\$434.39	\$453.20	\$472.23	\$491.46
<u>4"</u>	\$530.00	\$554.40	\$579.17	\$604.26	\$629.64	\$655.29
<u>6"</u>	\$794.46	\$831.05	\$868.16	\$905.76	\$943.82	\$982.26
<u>8"</u>	\$1,059.36	\$1,108.14	\$1,157.64	\$1,207.79	\$1,258.53	\$1,309.79

d. Rates for outside City commercial customers shall be 1.5 times the inside the City rates for the base charge and the consumption rates. Base (minimum) service, according to meter size and location outside the corporate limits of the city, for all residential water classifications, other than Class A reclaimed water, shall be as follows:

<u>Volume Rate</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>
---------------------------	--------------------	--------------------	--------------------	--------------------	--------------------	--------------------

<u>Per 100 cf</u>	<u>\$6.41</u>	<u>\$6.71</u>	<u>\$7.01</u>	<u>\$7.31</u>	<u>\$7.61</u>	<u>\$7.92</u>
-------------------	---------------	---------------	---------------	---------------	---------------	---------------

E. Potable Irrigation: This customer class includes without limitation all customers listed under subsections B, C, and D of this section that receive irrigation water from the city’s potable water distribution system.

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

Meter Size	<u>2021</u> <u>2025</u>	<u>2022</u> <u>2026</u>	<u>2023</u> <u>2027</u>	<u>2024</u> <u>2028</u>	<u>2025</u> <u>2029</u>	<u>2026</u> <u>2030</u>
3/4"	\$41.56 <u>\$55.12</u>	\$43.66 <u>\$58.84</u>	\$45.80 <u>\$62.81</u>	\$48.55 <u>\$67.05</u>	\$50.16 <u>\$71.58</u>	\$52.38 <u>\$76.41</u>
1"	\$52.17 <u>\$69.18</u>	\$54.81 <u>\$73.85</u>	\$57.49 <u>\$78.83</u>	\$60.94 <u>\$84.15</u>	\$62.96 <u>\$89.83</u>	\$65.74 <u>\$95.89</u>
1-1/2"	\$86.46 <u>\$114.65</u>	\$90.84 <u>\$122.39</u>	\$95.28 <u>\$130.65</u>	\$101.00 <u>\$139.47</u>	\$104.35 <u>\$148.88</u>	\$108.96 <u>\$158.93</u>
2"	\$144.25 <u>\$191.31</u>	\$151.56 <u>\$204.22</u>	\$158.97 <u>\$218.00</u>	\$168.51 <u>\$232.72</u>	\$174.10 <u>\$248.43</u>	\$181.80 <u>\$265.20</u>
3"	\$216.59 <u>\$287.22</u>	\$227.55 <u>\$306.61</u>	\$238.68 <u>\$327.31</u>	\$253.00 <u>\$349.40</u>	\$261.40 <u>\$372.98</u>	\$272.96 <u>\$398.16</u>
4"	\$288.76 <u>\$382.94</u>	\$303.38 <u>\$408.79</u>	\$318.22 <u>\$436.38</u>	\$337.31 <u>\$465.84</u>	\$348.51 <u>\$497.28</u>	\$363.92 <u>\$530.85</u>
6"	\$432.86 <u>\$574.03</u>	\$454.76 <u>\$612.78</u>	\$477.01 <u>\$654.14</u>	\$505.63 <u>\$698.29</u>	\$522.42 <u>\$745.42</u>	\$545.52 <u>\$795.74</u>
8"	\$577.18 <u>\$765.44</u>	\$606.40 <u>\$817.11</u>	\$636.06 <u>\$872.26</u>	\$674.22 <u>\$931.14</u>	\$696.60 <u>\$993.99</u>	\$727.41 <u>\$1061.08</u>

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

Volume charge	<u>2021</u> <u>2025</u>	<u>2022</u> <u>2026</u>	<u>2023</u> <u>2027</u>	<u>2024</u> <u>2028</u>	<u>2025</u> <u>2029</u>	<u>2026</u> <u>2030</u>
Per 100 cf	\$3.49 \$4.62	\$3.67 \$4.93	\$3.85 \$5.26	\$4.08 \$5.62	\$4.21 \$6.00	\$4.40 \$6.41

3. Rates for outside City commercial customers shall be 1.5 times the inside the City rates for the base charge and the consumption rates. Base (minimum) service, according to meter size and location outside the corporate limits of the city, for all residential water classifications, other than Class A reclaimed water, shall be as follows:

<u>Meter Size</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>
<u>3/4"</u>	\$82.68	\$88.26	\$94.22	\$100.58	\$107.37	\$114.62
<u>1"</u>	\$103.77	\$110.78	\$118.25	\$126.23	\$134.75	\$143.84
<u>1.5"</u>	\$171.98	\$183.59	\$195.98	\$209.21	\$223.32	\$238.40
<u>2"</u>	\$286.97	\$306.33	\$327.00	\$349.08	\$372.65	\$397.80
<u>3"</u>	\$430.83	\$459.92	\$490.97	\$524.10	\$559.47	\$597.24
<u>4"</u>	\$574.41	\$613.19	\$654.57	\$698.76	\$745.92	\$796.28
<u>6"</u>	\$861.05	\$919.17	\$981.21	\$1,047.44	\$1,118.13	\$1,193.61
<u>8"</u>	\$1,148.16	\$1,225.67	\$1,308.39	\$1,396.71	\$1,490.99	\$1,591.62

4. Rates for outside City commercial customers shall be 1.5 times the inside the City rates for the base charge and the consumption rates. Base (minimum) service, according to meter size and location outside the corporate limits of the city, for all residential water classifications, other than Class A reclaimed water, shall be as follows:

<u>Volume Rate</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>
Per 100 cf	\$6.93	\$7.40	\$7.89	\$8.43	\$9.00	\$9.62

- F. Whenever two or more rate classifications are serviced by one meter, the highest of the utility rates is imposed on the customer.
- G. In computing the applicable water consumption charge for all customer classes, once the threshold is exceeded for each block, the next block's rate shall be used.
- H. In the event a customer is not connected to a meter service, or a meter has broken, become out of order or failed to accurately meter actual water usage, the customer shall be charged the base or minimum charge, together with an estimated charge for the water used at the premises, based upon the average usage for the corresponding month of the preceding year, averaged over a three-month period including the preceding and following month. In the event there is no prior history for the preceding year, the charge shall be based upon the average water usage for the month for all customers of the municipal water supply system in the same service class.
- I. A "low-income residential customer" means an individual:
1. Who owns or rents and resides in the residence where the discounted rate(s) are being requested;
 2. Whose residence has a separate water meter;
 3. Whose total household annual income meets the U.S. Department of Housing and Urban Development income limits for very low income in King County, Washington. Total household annual income shall include that of a spouse or any co-resident(s), where "annual income" is defined as adjusted gross income as indicated in the most recent federal income tax return. In the absence of a federal income tax return, the finance director may consider other documentation of household annual income;
 4. Who is not nor is any other adult member of the household claimed as a dependent on another federal income tax return; and

5. Who is named customer on the city's utility bill or can prove that he or she is the named tenant in a lease or rental agreement for that residence.
- J. The finance director shall create an application form and a renewal form for customers requesting a low-income residential customer discount provided by subsection K of this section.
1. Applications shall be available at City Hall or mailed to any city customer upon request.
 2. The low-income residential customer seeking the discount must complete an application renewal form annually.
 3. A notice of renewal of application will be mailed annually by the city to low-income residential customers then receiving the low-income discount. The completed renewal application form and required attachments must be returned to the city within 30 days or the discount will no longer apply.
 4. Discounts will commence on the next subsequent billing date following application.
 5. A low-income residential customer who applied for and received the discount in the prior year, and whose low-income residential customer discount was discontinued as a result of the customer's failure to submit the renewal form within the required 30 days may request a one-time-only retroactive application of the low income discount for not more than two billing cycles or two months.
 6. A low-income residential customer is not eligible for the discount if his or her annual water consumption is in excess of 100 cf (hundred cubic feet) per year on a calendar year basis. Applicant may appeal the criteria to the finance director and must provide a convincing justification for the excess usage.

K. The water bill (including base and volume charges) of a customer whose application is determined by the finance director to meet the criteria of subsections I and J of this section will be discounted by 30 percent.

L. The rate for retail customers of the municipal irrigation system for Class A reclaimed water shall be the base rate plus the volume rate specified below.

1. The base rate shall be based upon allocation of the existing total base among the current 755 Class A reclaimed water zones in the city’s computer-controlled irrigation system as follows:

Customer	Zones	<u>2021</u> <u>2025</u>	<u>2022</u> <u>2026</u>	<u>2023</u> <u>2027</u>	<u>2024</u> <u>2028</u>	<u>2025</u> <u>2029</u>	<u>2026</u> <u>2030</u>
Per Zone Cost		<u>\$8.01</u> <u>\$9.79</u>	<u>\$8.24</u> <u>\$10.18</u>	<u>\$8.49</u> <u>\$10.59</u>	<u>\$8.74</u> <u>\$11.01</u>	<u>\$9.00</u> <u>\$11.45</u>	<u>\$9.27</u> <u>\$11.91</u>
City of Snoqualmie	358	<u>\$2,864.00</u> <u>\$3504.48</u>	<u>\$2,950.00</u> <u>\$3644.66</u>	<u>\$3,039.00</u> <u>\$3790.45</u>	<u>\$3,129.00</u> <u>\$3942.07</u>	<u>\$3,222.00</u> <u>\$4099.75</u>	<u>\$3,319.00</u> <u>\$4263.74</u>
Residential Owners Association	239	<u>\$1,912.00</u> <u>\$2339.68</u>	<u>\$1,969.00</u> <u>\$2433.27</u>	<u>\$2,029.00</u> <u>\$2530.60</u>	<u>\$2,089.00</u> <u>\$2631.82</u>	<u>\$2,151.00</u> <u>\$2737.09</u>	<u>\$2,216.00</u> <u>\$2846.57</u>
Business Park Owners Association	122	<u>\$976.00</u> <u>\$1193.92</u>	<u>\$1,005.00</u> <u>\$1241.68</u>	<u>\$1,036.00</u> <u>\$1291.35</u>	<u>\$1,066.00</u> <u>\$1343.00</u>	<u>\$1,098.00</u> <u>\$1396.72</u>	<u>\$1,131.00</u> <u>\$1452.59</u>
Snoqualmie Ridge Joint Committee	16	<u>\$128.00</u> <u>\$156.80</u>	<u>\$132.00</u> <u>\$163.07</u>	<u>\$136.00</u> <u>\$169.59</u>	<u>\$140.00</u> <u>\$176.37</u>	<u>\$144.00</u> <u>\$183.42</u>	<u>\$148.00</u> <u>\$190.76</u>
Venture Corporation	16	<u>\$128.00</u> <u>\$156.80</u>	<u>\$132.00</u> <u>\$163.07</u>	<u>\$136.00</u> <u>\$169.59</u>	<u>\$140.00</u> <u>\$176.37</u>	<u>\$144.00</u> <u>\$183.42</u>	<u>\$148.00</u> <u>\$190.76</u>
Bandera Murray/Franklin	4	<u>\$32.00</u> <u>\$39.20</u>	<u>\$33.00</u> <u>\$40.77</u>	<u>\$34.00</u> <u>\$42.40</u>	<u>\$35.00</u> <u>\$44.10</u>	<u>\$36.00</u> <u>\$45.86</u>	<u>\$37.00</u> <u>\$47.69</u>
TOTAL	755.00	<u>\$6,040.00</u> <u>\$7,390.88</u>	<u>\$6,221.00</u> <u>\$7,686.52</u>	<u>\$6,410.00</u> <u>\$7,993.98</u>	<u>\$6,599.00</u> <u>\$8,313.736</u>	<u>\$6,795.00</u> <u>\$8,646.26</u>	<u>\$6,999.00</u> <u>\$8,992.11</u>

2. There shall be added to the base rate a volume rate per 100 cubic feet as follows:

Rate	<u>2021</u> <u>2025</u>	<u>2022</u> <u>2026</u>	<u>2023</u> <u>2027</u>	<u>2024</u> <u>2028</u>	<u>2025</u> <u>2029</u>	<u>2026</u> <u>2030</u>
Per 100 cubic feet	<u>\$3.03</u> <u>\$3.71</u>	<u>\$3.12</u> <u>\$3.86</u>	<u>\$3.21</u> <u>\$4.01</u>	<u>\$3.31</u> <u>\$4.17</u>	<u>\$3.41</u> <u>\$4.34</u>	<u>\$3.51</u> <u>\$4.51</u>

M. Rates for bulk customers shall be based upon the volume of water delivered to the customer’s reservoir.

1. In the case of the Eagle Lake Reservoir at the Snoqualmie Ridge Golf Course, which also serves as the reservoir for reclaimed and/or raw water for the municipal distribution system for retail customers, the rate shall be based upon the difference between the amount of water delivered to the reservoir and the amount of water supplied from the municipal pump station at Eagle Lake to retail customers.

2. The rate for bulk customers shall be a volume rate as follows:

Rate	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>
Per 100 cubic feet	\$0.89	\$0.92	\$0.95	\$0.98	\$1.01	\$1.04
	\$1.10	\$1.14	\$1.19	\$1.24	\$1.29	\$1.34

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

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

13.10.050 Rates and charges.

The following monthly stormwater rates and charges are hereby imposed:

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

Rate	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>
Per ESU	\$24.12	\$25.35	\$26.64	\$28.57	\$29.43	\$30.93
	\$30.00	\$31.50	\$33.08	\$34.73	\$36.47	\$38.29

Section 5. Corrections by City Clerk or Code Reviser. Upon approval of the City Attorney, the City Clerk and the code reviser are authorized to make necessary corrections to this ordinance, including the correction of clerical errors; references to other local, state or federal laws, codes, rules, or regulations; or ordinance numbering anti section/subsection numbering.

Section 6. Severability. If any section or provision of this Ordinance is later determined to be void, preempted, or otherwise invalid or unenforceable in its entirety or with respect to any person or class of persons, such determination shall not affect the validity or enforceability of the other provisions of this Ordinance, which shall remain in full force and effect to the maximum extent permitted under law.

Section 7. Effective Date. This Ordinance shall take effect five days after its passage and publication as provided by law.

PASSED by the City Council of the City of Snoqualmie, Washington this 14th day of April 2025.

Katherine Ross, Mayor

ATTEST:

APPROVED AS TO FORM:

Deana Dean, City Clerk

Dena Burke, City Attorney



CITY OF SNOQUALMIE

2024 Rate Study DRAFT

Submitted by:

FCS, a Bowman company
7525 166th Ave NE
Ste D-215
Redmond, WA 98052
P: (425)-867-1802

Submitted to:

Dylan Gamble
38624 SE River St
Snoqualmie, WA 98065
P: (425)-888-1555

May 05, 2025

Contents

1.0 Introduction	4
Purpose	4
Approach	4
Scope	4
2.0 Rate Study Methodology	5
Rate Setting Principles and Methodology	5
Fiscal Policies	6
Reserves	6
System Reinvestment	7
Debt Management	7
Revenue Requirement Analysis	8
Cost of Service Analysis	8
Rate Design	9
3.0 Water Utility	10
Introduction	10
Revenue Requirement	10
Operating Forecast	10
Capital Funding Plan	11
Summary of Revenue Requirement	12
Cost of Service Analysis	13
Customer Class Distinctions	14
Allocation Factors	14
Water Cost of Service	15
Interpreting Cost of Service Results	15
Cost of Service Phase-In Strategy	16
Rate Design	17
Existing Water Rates	17
Proposed Water Rates	18
Summary	19

4.0 Sewer Utility	21
Introduction	21
Revenue Requirement	21
Operating Forecast	21
Capital Funding Plan	22
Summary of Revenue Requirement	23
Cost of Service Analysis.....	24
Customer Class Distinctions	25
Allocation Factors	25
Sewer Cost of Service.....	25
Cost of Service Phase-In Strategy	26
Rate Design.....	27
Existing Sewer Rates	27
Proposed Sewer Rates	28
Summary	29
5.0 Stormwater Utility	30
Introduction	30
Revenue Requirement	30
Operating Forecast	30
Capital Funding Plan	31
Summary of Revenue Requirement	31
Rate Design.....	33
Existing Stormwater Rates.....	33
Proposed Stormwater Rates.....	33
Summary	33
6.0 Meetings and Workshops	34
Introduction	34
Meetings and Workshop Timeline.....	34

Exhibits

Exhibit 1.	Overview of the Rate Study Process.....	5
Exhibit 2.	Water Capital Funding Summary.....	12
Exhibit 3.	Water Utility Revenue Requirement Summary	12
Exhibit 4.	Functional Cost Allocation Results.....	14
Exhibit 5.	Comparison of Water Current Revenue Distribution to Cost of Service Distribution	15
Exhibit 6.	Water Utility Cost of Service Phase-in Schedule	17
Exhibit 7.	Existing Monthly Water Rates	18
Exhibit 8.	Proposed Monthly Water Rates	19
Exhibit 9.	Sewer Capital Funding Summary.....	23
Exhibit 10.	Sewer Utility Revenue Requirement Summary	23
Exhibit 11.	Sewer Utility Functional Cost Allocation Summary	24
Exhibit 12.	Comparison of Sewer Current Revenue Distribution to Cost of Service Distribution	26
Exhibit 13.	Sewer Utility Cost of Service Phase-In Schedule	27
Exhibit 14.	Existing Monthly Sewer Rates	28
Exhibit 15.	Proposed Monthly City Sewer Rates	29
Exhibit 16.	Storm Capital Funding Summary.....	31
Exhibit 17.	Stormwater Utility Revenue Requirement Summary	32
Exhibit 18.	Existing Stormwater Rates	33
Exhibit 19.	Proposed Stormwater Rates	33

1.0 Introduction

Purpose

FCS, a Bowman Company (“FCS”) was engaged by the City of Snoqualmie (“City”) to conduct a water, sewer, and stormwater rate study update, including cost of service analyses for the water and sewer utilities. The purpose of the study was to provide a rate forecast and financial plan targeting stability and revenue sufficiency for the 2025 to 2030 rate setting period. The study covers a twenty-year period through 2044, with the primary focus on the near-term 2025 to 2030 rate setting period.

Approach

The methods used to complete the study are based on analytical principles that are generally accepted and widely followed throughout the industry – rates and charges should generate enough revenue to maintain self-supporting and financially viable utilities.

Throughout the study, FCS worked with the City to arrive at rate conclusions that meet forecasted utility financial obligations, achieve City goals and policies, comply with legal requirements, and adhere to industry best practices. Meetings were held with City staff to validate input parameters, review interim findings and receive policy direction.

Scope

The scope of the project included the following key elements for each utility:

- Update the forecast of operating revenues and expenses to reflect the most recently approved budgets. Incorporate the most recent capital plans identifying the capital projects required to maintain each system in good repair. Develop a capital funding analysis that balances available funding from rate revenue, reserve funds, contributions, and additional debt, if needed.
- Evaluate cash flow needs to meet existing and anticipated new annual debt service requirements and debt coverage requirements. Test the sufficiency of each system’s current revenues in meeting all annual system obligations. Identify any projected shortfalls over the forecast period.
- Design a rate implementation strategy that meets each system’s financial obligations over the multi-year planning horizon and provides a smooth and moderated impact to ratepayers.
- Perform a cost-of-service analysis (COSA) establishing a defensible basis for assigning “cost shares” and determining “equity” for system customers based on industry best practices and methodologies that are tailored to the City’s unique systems and customer characteristics. Identify the cost to serve each customer class within the water and sewer systems. Depending on the outcomes of the analysis, the phase-in strategies developed during the 2020 Rate Study will be updated.
- Evaluate existing rate structures for alignment with the City’s current and/or recommended fiscal policies, generate sufficient revenue to meet the revenue requirement forecast, and continue to resolve the remaining differences between current revenue collection versus the cost to provide service to each customer class.

The methodology, key factors, conclusions, and recommendations for each of the key task areas of the study are summarized in this executive level report. The full rate study can be found in the detailed rate models provided to the City.

2.0 Rate Study Methodology

Rate Setting Principles and Methodology

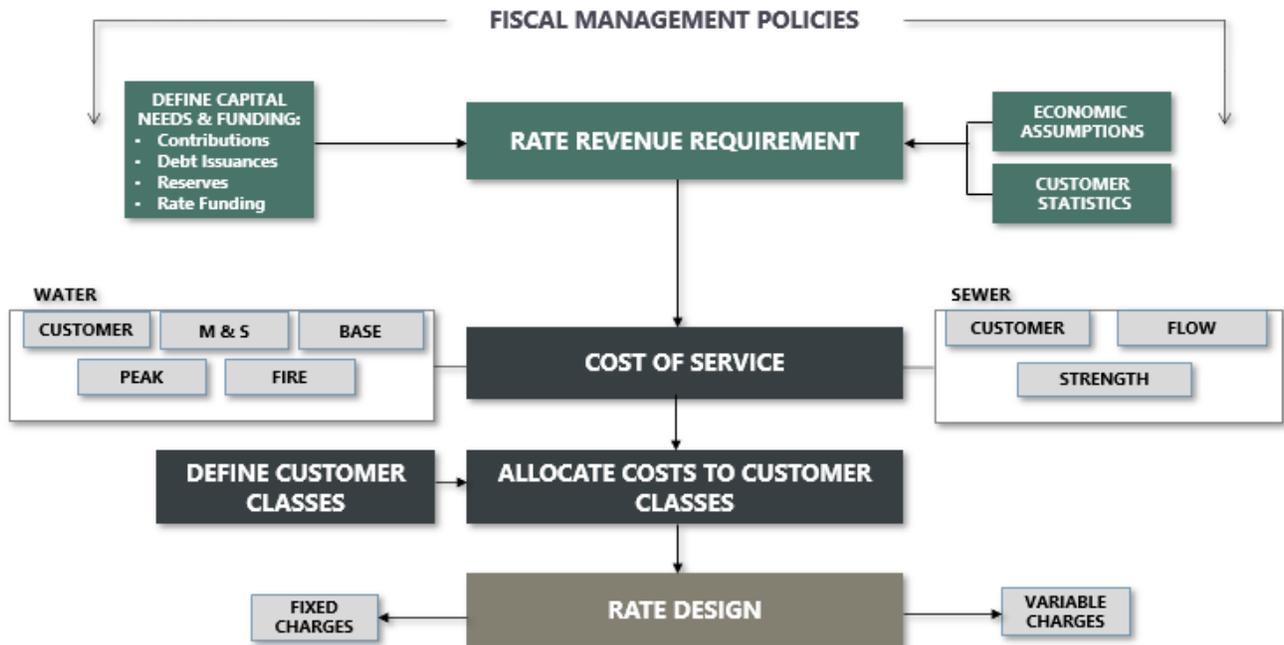
The methods used to establish user rates are based on principles that are generally accepted and widely followed throughout the industry. These principles are designed to produce rates that equitably recover costs from each class of customer by setting the appropriate level of revenue to be collected from ratepayers and establishing a rate structure to equitably collect those revenues.

The primary tasks of the rate study are listed below:

- **Revenue Requirement Analysis.** This analysis identifies the total revenue requirement to fully fund each system on a standalone basis, considering operating and maintenance expenditures, capital funding needs, debt requirements and fiscal policy objectives.
- **Cost of Service Analysis (water and sewer utilities).** This analysis equitably distributes costs to customer classes based on their proportional demand and use of each system.
- **Rate Design Analysis.** This analysis includes the development of rates that generate sufficient revenue to meet each system’s revenue requirement forecast and continues to address the City’s pricing objectives (e.g. conservation and revenue stability).

Revenue requirement and rate design were completed for all utilities. A cost-of-service analysis was also performed for the water and sewer utilities. **Exhibit 1** illustrates the rate study process.

Exhibit 1. Overview of the Rate Study Process



Fiscal Policies

The foundation for evaluating utility revenue needs consists of a set of fiscal policies. These policies, which can address a variety of topics including cash management, capital funding strategy, financial performance, and rate equity, are intended to promote long-term financial viability for the City's utilities.

Reserves

Reserves are a key component of any utility financial strategy, as they provide flexibility to manage variations in costs and revenues that could otherwise have an adverse impact on ratepayers. When evaluating fund reserve levels and objectives, it is important to recognize that the value of reserves lies in their potential use. A reserve strategy that deliberately avoids any use of reserves negates their purpose. Fluctuation of reserve levels may indicate that the system is working, while lack of variation over many years strongly suggests that the reserves are, in fact, unnecessary. For the purpose of financial planning for the City's utilities, resources are separated into the following reserve categories:

Operating Reserve. An operating reserve is designed to provide a liquidity cushion; it protects the utility from the risk of short-term variation in the timing of revenue collection or payment of expenses. Like other types of reserves, operating reserves also serve another purpose: they can help smooth rate increases over time. Target funding levels for an operating reserve are generally expressed as a certain number of days of operating and maintenance (O&M) expenses, with the minimum day requirement varying with the expected revenue volatility of the utility.

- Based on the City's financial policies, the target level for the operating reserve is set at 90 days of O&M expenses.

Capital Reserve. A capital reserve is an amount of cash set aside in case of an emergency should a piece of equipment or a portion of the utility's infrastructure fail unexpectedly. The reserve can also be used for other unanticipated capital needs including capital project cost overruns. Industry practices range from maintaining a balance equal to 1.00 to 2.00 percent of fixed assets, an amount equal to a 5-year rolling average of CIP costs, or an amount determined sufficient to fund equipment failure (other than catastrophic failure). The final target level should balance industry practice with the risk level of the City.

- In lieu of a formal policy from the City, an informal target for the capital contingency reserve has been created for modeling purposes. For each utility, the reserve target is equal to 1.00 percent of the original cost of the fixed asset values.

Debt Reserve. Bond covenants often establish reserve requirements as a means of protecting against the risk of nonpayment. A common reserve requirement is one year's debt service payment. The balance held in reserve for a particular debt instrument may be used to make the final payment on that debt instrument. The City must continue to fully fund such reserves as required by bond covenant or loan agreement. Since the debt reserve provides a static reserve against inability to pay, it is unnecessary to maintain operating reserves against debt repayment.

- The City does not have a formal debt reserve policy outside of maintaining reserve funds as required by bond covenants. For modeling purposes, the study assumes reserves required by new debt issuances are funded through debt proceeds themselves. The City will determine the final reserve levels required as new debt is issued.

System Reinvestment

A utility's infrastructure (e.g., storage reservoirs, treatment facilities, transmission/distribution/collection pipes, etc.) is a critical element of serving the City's customers. Establishing a financial plan for the eventual replacement of these assets ensures system reliability and integrity. This practice is known as system reinvestment funding. In the absence of a formal asset management plan, target system reinvestment funding levels are commonly linked to annual depreciation expense. Depreciation expense is a measure of the decline in asset value associated with routine use of the system.

Particularly for utilities that do not already have an explicit system reinvestment policy in place, implementing a funding level based on full depreciation expense could significantly impact rates. An alternative benchmark is annual depreciation expense net of debt principal payments on outstanding debt. This approach recognizes that customers are still paying for certain assets through the debt component of their rate and intends to avoid simultaneously charging customers for an asset and its future replacement. The specific benchmark used to set system reinvestment funding targets is a matter of policy that must balance various objectives including managing rate impacts, keeping long-term costs down, and promoting "generational equity" (i.e. not excessively burdening current customers with paying for facilities that will serve a larger group of customers in the future).

- The City does not have a formal policy regarding system reinvestment funding. This study assumes there is no on-going annual system reinvestment contribution in addition to the City's current capital plan. Instead of a formal policy for dedicated system reinvestment funding, it is assumed that any cash above the minimum operating target balances is transferred to the capital fund as cash-funded capital.

Debt Management

Debt financing is a viable tool for capital funding. Compared with pay-as-you-go funding, debt smooths out the rate impact of a capital program by spreading costs over time. It also creates intergenerational equity – also referred to as "pay-as-you-use" because future customers who use the assets are the ones paying for them. However, debt should not be relied on too heavily as it carries the risk of default. Debt also reduces budget flexibility – cash-funded capital projects can be delayed if there is a revenue shortfall, but once the utility has issued debt, the debt service needs to be paid in good times or bad. While debt is a useful part of the capital funding toolbox, it needs to be monitored to ensure that the system does not become too heavily dependent on it. Debt service coverage is a metric used to evaluate the City's debt level.

Debt Service Coverage. Debt service coverage is typically a requirement associated with revenue bonds and some State loans and is a financial measure assessing the ability to repay debt.

- A typical minimum coverage requirement for utility revenue bonds is 1.25. If the City issues debt, the coverage requirements essentially require that the City collect enough revenue to meet operating expenses and not only pay annual debt service but collect an additional 25.00 percent above the bonded debt service. The extra revenue is a cushion that assures bondholders that the City has the financial resources to meet its debt service obligations. Achieving a debt service coverage level greater than the minimum required level is a positive signal to debt rating agencies and can result in more favorable terms when the City enters the market for new debt.
- According to the City's financial management policies, the City's existing goal is to seek to maintain or continually improve its bond rating to achieve the lowest possible interest rate available or maintain its AA bond rating. The City hopes to achieve this with a minimum total debt coverage target of 1.50.

Revenue Requirement Analysis

A revenue requirement analysis forms the basis for a long-range financial plan and multi-year rate management strategy for each system. It also enables the City to set utility rate structures which fully recover the total cost of operating each system: capital improvement and replacement, operations, maintenance, general administration, fiscal policy attainment, cash reserve management, and debt repayment. Linking rate levels to a financial plan such as this helps to enable sound financial performance for the City's utilities, as well as establish a clear and reasonable relationship between the costs imposed on utility customers and the costs incurred to provide the service.

A revenue requirement analysis includes the following core elements to form a complete portrayal of the utility's financial obligations.

- **Fiscal Policy Analysis.** Identifies formal and informal fiscal policies of the City to ensure that current policies are maintained, including reserve levels, capital/system replacement funding and debt service coverage.
- **Capital Funding Plan.** Defines a strategy for funding the City's capital improvement/infrastructure replacement program, including an analysis of available resources from rate revenues, debt financing, and any special resources that may be readily available (e.g., grants, outside contributions, etc.).
- **Operating Forecast.** Identifies future annual non-capital costs associated with the operation, maintenance, and administration of the system.
- **Sufficiency Testing.** Evaluates the sufficiency of revenues in meeting all financial obligations, including any coverage requirements associated with long-term debt.
- **Strategy Development.** Designs a forward-looking strategy for adjusting rates to fully fund all financial obligations on a periodic or annual basis over the projection period.

Cost of Service Analysis

The purpose of a cost-of-service analysis is to provide a rational basis for distributing the full costs of each utility service to each class of customers in proportion to the demands they place on the system. Detailed cost allocations, along with appropriate customer class designations, help to sharpen the degree of equity that can be achieved in the resulting rate structure design. The key analytical steps of the cost-of-service analysis are as follows:

Functional Cost Allocation. Apportions the annual revenue requirement to the major functions of the system:

- Water: base (average use), peak (highest use), meters & services (reading and servicing meters), fire protection (fire specific costs) and customer (general customer costs).
- Sewer: flow (collection), strength (treatment) and customer (general customer costs).

Customer Class Designation. Identifies the customer classes that will be evaluated as part of the study. Existing as well as new or revised customer classes or class definitions may be considered. It is appropriate to group customers that exhibit similar usage characteristics and service requirements.

Cost Allocation. Allocates the costs from the functional cost allocation to different customer classes based on their unique demands for each service as defined by system planning documents, industry practice, and recorded user history (from billing data). The results identify shifts in cost recovery by customer class from that experienced under the existing rate structure.

Rate Design

The principal consideration of rate design is for the rate structure to generate sufficient revenue for the system which is reasonably commensurate with the cost of providing service. The pricing structure is largely dictated by the objectives of the system. Most rate designs consist of fixed and variable charges. Fixed charges typically attempt to cover costs of the system that do not vary while variable costs will fluctuate with a change in user demand.

No one rate structure will work well for every utility nor will one rate structure work equally well for all customer classes within a single utility. As a result, the rate design process develops fixed and variable rates that can be specific to each customer class of service. These fixed and variable rates are designed and tested to meet multiple objectives. Examples of these objectives may include:

- Revenue Sufficiency.
- Revenue Stability.
- Philosophical Continuity.
- Cost Alignment.
- Conservation & Efficiency.
- Fairness & Equity.
- Feasibility.
- Simplicity.
- Legal Defensibility.
- Affordability.

3.0 Water Utility

Introduction

Based on the utility's latest system plan, the City owns and operates its water system, which provides water to customers throughout its water service area boundary, which extends beyond the City's corporate limits. The City of Snoqualmie water system is supplied from two primary sources, Canyon Springs and the North Well Field. Canyon Springs is a natural flowing spring developed in 1953 that supplies the City via gravity flow and eliminates the need for pressure booster pumps with the exception of two booster pumps for the higher Hospital/Winery and Johnson Heights zones. The Canyon Spring supply is treated with chlorine with no requirement for filtration or fluoridation. The North Well Field consists of three deep wells. The wells pump water through a treatment facility to booster pumps that, in turn, pump to a covered reservoir. Treatment consists of iron and manganese removal, filtration and chlorination. Fluoride is not added. Water service is provided to a population of approximately 15,000 over a 14.5 square mile service area. The City's Public Works Department ensures that the water provided meets state and federal regulations and standards.

Revenue Requirement

A revenue requirement analysis forms the basis for a long-range financial plan and multi-year rate management strategy. The analysis is developed by completing an operating forecast that identifies future annual operating costs and a capital funding plan that defines a strategy for funding the capital improvement needs of the City.

Operating Forecast

The purpose of the operating forecast is to determine whether the existing rates and charges are sufficient to recover the costs the City incurs to operate and maintain the water system. The 2024, 2025, and 2026 budgets formed the baseline for this forecast. The operating forecast was developed for the 2025 through 2030 rate setting period. The following list highlights some of the key assumptions used in the development of the water utility operating forecast.

Economic & Inflationary Factors

General Cost Inflation. 3.00 percent per year throughout the forecast period of 2025-2030 (represents long-term historical averages for the Consumer Price Index all urban consumer group (CPI-U)).

Construction Cost Inflation. 3.00 percent per year throughout the forecast period of 2025-2030 (represents long-term historical averages for the Engineering News Record Construction Cost Index (ENR-CCI)).

Labor Cost Inflation. 5.00 percent per year throughout the forecast period of 2025-2030 (based on staff input and approved labor agreements).

Benefit Cost Inflation. 5.00 percent per year throughout the forecast period of 2025-2030 (based on staff input).

State Excise Taxes. Public utility excise tax is 5.029 percent on all non-irrigation water rate revenue.

State B&O Tax. 1.75 percent on all non-rate revenue, including general facilities charge (GFC) revenue.

Additional O&M Expenses. While the 2024, 2025, and 2026 budgeted expenses were used as the basis to forecast future expenses, the following incremental expenses were added for the study period based on discussion with staff:

- Additional Full Time Equivalent (FTE) – The forecast includes an assumed hiring of an additional Distribution Tech in 2028 with an estimated total cost of \$120,000 in 2025 dollars.

Reserves

Operating Reserve. The reserve target is set equal to 90 days of operating and maintenance (O&M) expenses, or approximately 25 percent (\$1.0 million in 2025, \$1.2 million in 2030).

Capital Reserve. A target of one percent of the original cost of assets (\$0.5 million in 2025, \$0.8 million in 2030).

Utility Revenue

Rate Revenue. Based on actual detailed customer accounts and usage statistics from the City's billing system. Usage data from 2021, 2022, and 2023 was used to project revenues for the forecast period.

Non-Rate Revenue. Non-Rate revenue consists of late fees, hookup fees, investment interest, scrap sales, and other additional miscellaneous revenue sources.

Customer Growth. No customer growth was assumed in 2024 or 2025. A 0.5 percent growth rate was assumed for 2026 followed by an annual rate of 1.0 percent thereafter (based on input from City staff).

Interest Earnings. Interest rates are projected at 2.0 percent throughout the study period. Projections are based on discussions with City staff.

Debt Service

Existing Debt. The water utility currently has two outstanding revenue bonds, and one Limited Tax General Obligation (LTGO) bond. Annual existing debt service averages \$0.8 million throughout the rate setting period.

New Debt. Two new debt issues are anticipated to fund the \$35.2 million capital program. A \$4.0 million loan is anticipated in 2027. Following the initial issuance, an additional loan is forecasted in 2029 at \$11.9 million. The issuances planned in 2027 and 2029 are assumed to be revenue bonds with a term of 20 years, an interest rate of 5.0 percent and an issuance cost of 1.0 percent. A legal minimum coverage requirement of 1.25 is assumed for all existing and new revenue bond debt, with a 1.50 City policy target on total debt service. New debt payments are forecasted to begin at \$0.4 million annually in 2027, increasing to \$1.4 million annually after the issuance in 2029.

System Reinvestment

System reinvestment funding is to ensure system integrity through reinvestment in the system. A minimum funding target would be an amount equal to or greater than the annual depreciation expense. It is important to recognize that funding system reinvestment based on original cost depreciation will not fully meet future replacement needs. Ideally, the system reinvestment benchmark is tied to a detailed asset management plan. True replacement costs are generally higher than book values, increasing over time with the cost of labor and materials. Useful lives of assets should be based on condition assessments rather than accounting values. The schedule of replacement combined with accurate replacement costs enables jurisdictions to be more informed when setting a level of funding from rates.

The water utility is not currently funding dedicated system reinvestment. Instead, to avoid additional rate pressure, this study assumes that any cash above minimum operating target balances is transferred to the capital fund, averaging approximately \$0.6 million per year over the rate setting period. We recommend the City revisit system reinvestment funding during the next study and assess phasing-in system reinvestment towards depreciation levels.

Capital Funding Plan

The water utility is anticipating \$35.2 million, escalated to the year of construction, in capital costs from 2025 to 2030. Larger projects include South Wellfield Improvements, 1040 Zone Reservoir Additions, SR 202 Bridge Utility Main Replacements, 599 Zone Reservoir Additions, Snoqualmie Mill Water Main Loop, and various water line repair and replacement projects. Funding for the capital identified includes cash balances (including interest), project specific developer contributions, general facilities charge (GFC) revenue, and revenue bond proceeds.

Exhibit 2 provides a summary of the funding sources for the capital expenditures. The full capital plan can be found in the detailed rate model provided to the City.

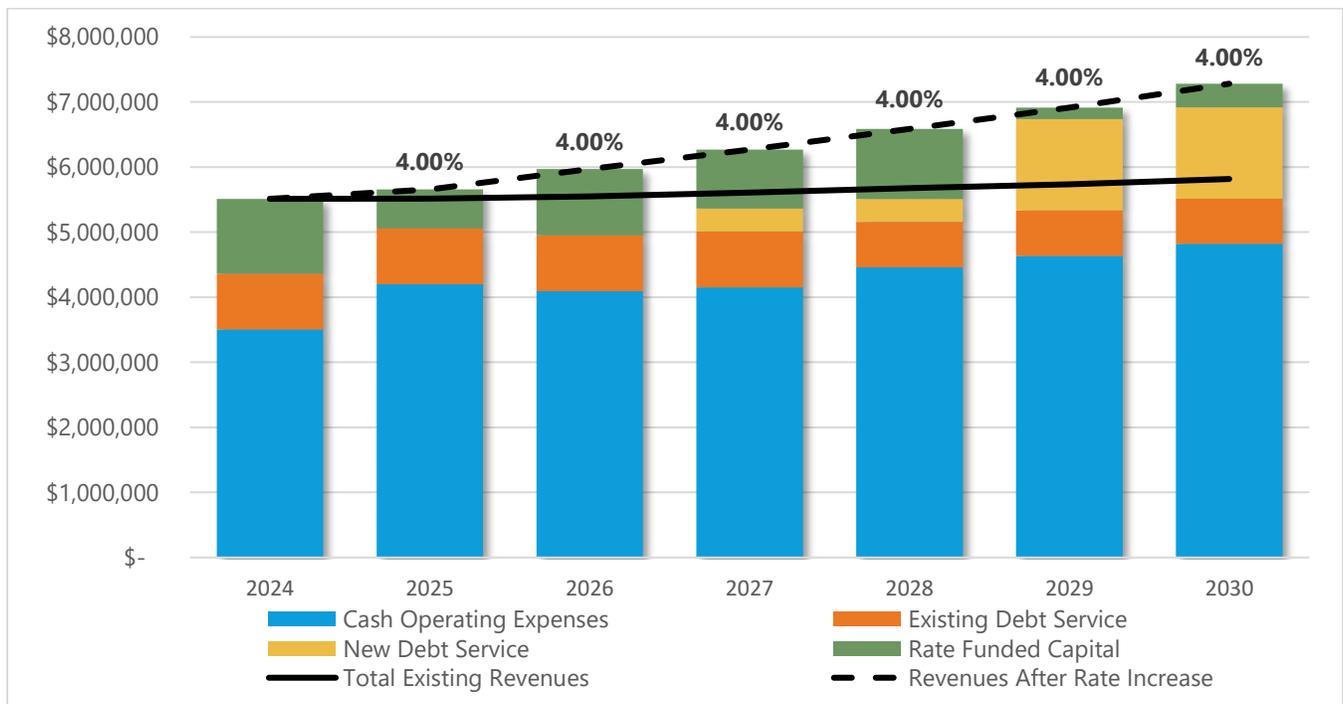
Exhibit 2. Water Capital Funding Summary

Water - Funding Summary	2025	2026	2027	2028	2029	2030	Total
Total Capital Costs	\$ 1,696,420	\$ 2,733,080	\$ 4,701,279	\$ 8,914,553	\$ 4,975,457	\$ 12,148,154	\$ 35,168,942
Funding Sources							
Cash Balances	\$ 1,672,474	\$ 2,082,904	\$ -	\$ 3,113,393	\$ -	\$ 440,569	\$ 7,309,339
Grant/Developer Funding	23,946	239,464	338,309	4,429,269	1,539,626	1,365,909	7,936,524
General Facilities Charge Revenue	-	410,712	850,297	884,563	920,211	957,296	4,023,079
Revenue Bond Proceeds	-	-	3,512,673	487,327	2,515,620	9,384,380	15,900,000
Total Capital Funding	\$ 1,696,420	\$ 2,733,080	\$ 4,701,279	\$ 8,914,553	\$ 4,975,457	\$ 12,148,154	\$ 35,168,942

Summary of Revenue Requirement

The operating forecast components of O&M expenses, existing debt service and future debt service come together to form the multi-year revenue requirement. The revenue requirement compares the overall revenue available to the water system to the expenses to evaluate the sufficiency of rates on an annual basis. **Exhibit 3** provides a summary of the water system revenue requirement findings.

Exhibit 3. Water Utility Revenue Requirement Summary



Summary of water revenue requirement:

- Current revenue levels are sufficient to meet cash operating expenses and existing debt service throughout the study period, however they are unable to fully support the associated debt service on the new debt needed to fund the capital program.
 - » Incorporating the new debt service, the utility is projected to enter an operating deficit (revenues less operating expenses, existing debt service, and new debt service) in 2029. This deficit is equal to approximately \$0.9 million, increasing to \$1.0 million by 2030.

- » Without new debt proceeds, the utility is anticipated to run out of cash reserves by 2027.
- » While existing revenues can support the policy and legal minimum coverage requirements during the study period, they are unable to do so when incorporating the new debt service requirements. It is projected the utility would fall below both the policy target of 1.50 and legal minimum requirement of 1.25 by 2029.
- To meet the total projected financial obligations of the water utility, rate increases are proposed at 4.00 percent annually throughout the study period. With the proposed rate increases the utility will be able to:
 - » Generate an operating surplus throughout the study period.
 - » Meet or exceed minimum reserve targets in all years of the study period except for 2028, when the capital reserve decreases slightly below target.
 - » Meet or exceed the legal and policy debt coverage minimum targets for revenue bonds and total debt service.

Cost of Service Analysis

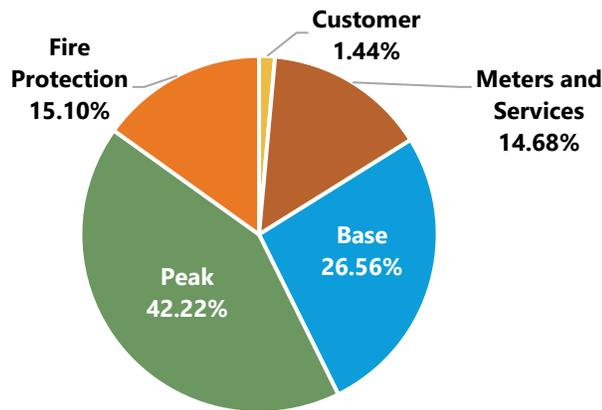
A cost-of-service analysis determines the equitable recovery of costs from customers according to the unique demands each class places upon the system. There are three fundamental steps to allocating the annual revenue requirement to customer classes and developing the final rates – 1) allocate total utility costs by function, 2) develop customer specific allocation factors and 3) allocate costs to customer classes. The methodology used conforms to industry accepted practices as identified by the American Water Works Association (AWWA) Principles of Water Rates, Fees and Charges, M1 Manual.

The functions of service to which water service costs were allocated are listed below.

- **Customer.** These are the costs associated with establishing, maintaining, and serving water customers and tend to include administrative, billing, and customer service costs. These costs are generally uniform by customer regardless of their meter size or demand placed on the water system.
- **Meters & Services Costs.** These costs are associated with installation, maintenance, and repairs of meters and services. These costs are typically allocated based on number of connections and meter size.
- **Base Costs.** These costs relate to average water demand services provided by the utility and are essentially correlated with year-round water consumption.
- **Peak Costs.** These costs relate to peak demand services typically associated with the ability of the system to provide capacity to customers with higher-than-average volume, which usually occurs during the summer months.
- **Fire Protection.** These are the costs associated with the ability of the system to provide adequate capacity and water flow corresponding to minimum fire safety standards required to serve its customer demographic. These are mostly incremental costs related to providing storage, transmission capacity, and hydrants for fire protection.

Exhibit 4 provides a summary of the functional cost allocation results.

Exhibit 4. Functional Cost Allocation Results



The water utility cost allocation indicates that 26.56 percent of costs are for base demands and 42.22 percent for peak demands. The remaining 31.22 percent are associated with fire protection (15.10 percent), customers (1.44 percent), and meters and services (14.68 percent).

Customer Class Distinctions

The City's current customer groupings consist of the following classes:

- Single Family
- Multi Family
- Commercial
- Retail Irrigation

Each of the current customer classes were reviewed separately in the cost-of-service analysis. One of the main objectives of the analysis is to evaluate if cost differences exist when serving different customer classes of the system.

Allocation Factors

Once the customer classes were defined, functional cost pools (shown in **Exhibit 4**) were then allocated to these customer classes based on the demand each class places on the system. In order to complete this task, the analysis consisted of first, developing allocation factors that identified customer characteristics including number of accounts, consumption levels, peak demand patterns, and fire flow requirements. The allocation factors are intended to equitably allocate total costs to those benefiting from the service. For this study, the water fund costs were allocated based on the following:

Customer. Based on customer accounts.

Meters & Services Costs. Based on the number of meter service equivalents (MSE). Factors were developed using the proportionality of costs between the City's different meters.

Base Costs. Based on total annual water use.

Peak Costs. Based on the peak month water use.

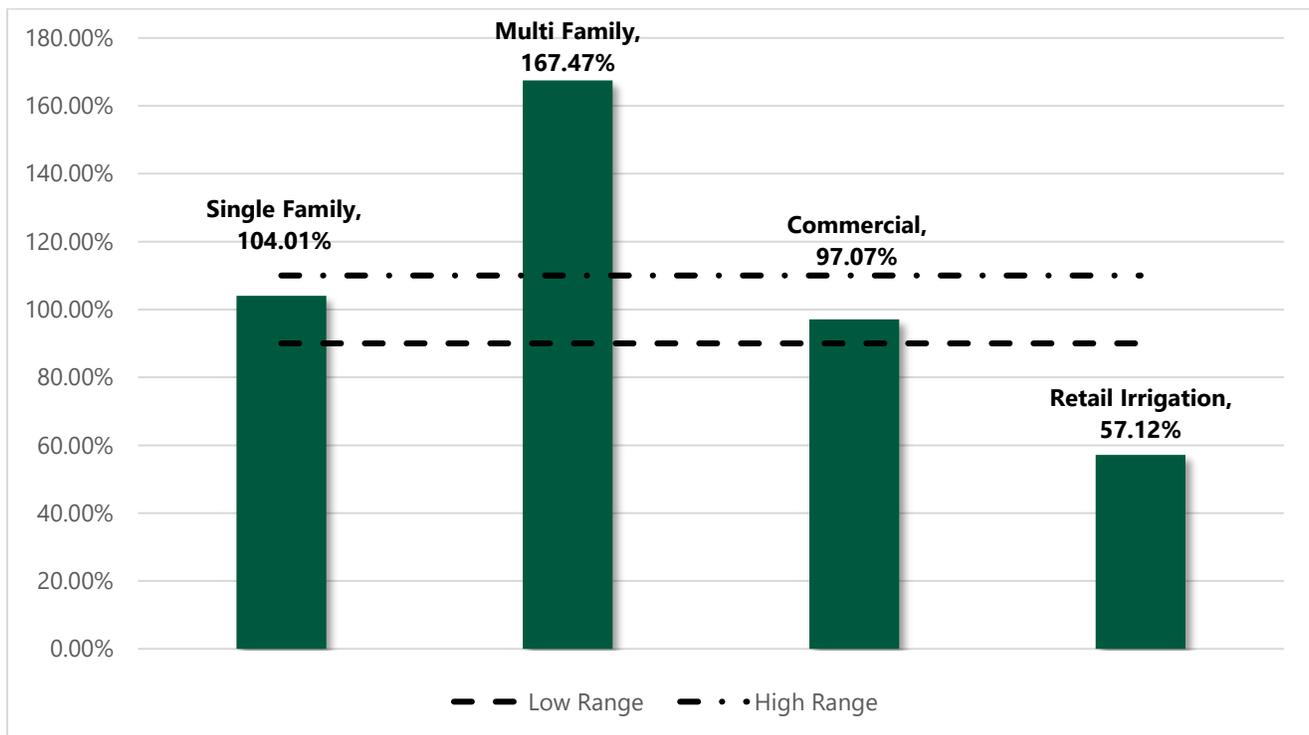
Fire Protection. Based on fire flow gallons per minute and duration requirements identified in the City’s Water System Plan.

Water Cost of Service

Exhibit 5 provides a comparison of current revenue distribution between customer classes and the results of the cost-of-service analysis. The results are expressed as cost recovery level. A class of service with cost recovery rate of 100.0 percent suggests that the class’s rate revenue is consistent with the costs required to serve that class. A cost recovery rate below 100.0 percent indicates that the rate revenue collected from that class does not recover the full cost to provide service and, as a result, that particular customer class’s costs are subsidized by rate revenue collected by the City’s from other customers.

As a general practice, if a class’s cost recovery rate is within 90.0 to 110.0 percent (shown by dashed lines), the class’s rate revenue is considered within cost of service. Because costs fluctuate each year, the needed increase by class can also fluctuate and interclass rate changes are not suggested unless the class’s cost recovery rate is consistently outside of the ± 10.0 percent threshold.

Exhibit 5. Comparison of Water Current Revenue Distribution to Cost of Service Distribution



Based on the analysis, the Single Family and Commercial customer class rates are within the cost to provide service (104.0 percent and 97.1 percent cost recovery respectively) range. Multi Family rates are above the cost-of-service (167.5 percent cost recovery) range and Retail Irrigation rates (57.1 percent cost recovery respectively) are below the cost-of-service range.

Interpreting Cost of Service Results

A cost-of-service analysis is a snapshot in time and because costs fluctuate each year, the increase needed by class can also fluctuate. Typically, interclass rate changes are not necessarily suggested unless the class’s revenue

difference is consistently outside of the ± 10.0 percent range of reasonableness, or multiple studies identify consistent trends indicating over / under collection within the range (e.g., consistently underpaying from study to study). In these instances, utilities can leverage several financial strategies to align rate revenues with cost of service results. These policy decisions may focus on the timing and level of rate adjustments for a particular class of service. For example, an agency may decide to gradually increase rates for a class of service over several years in order to make progress towards cost-of-service while also keeping the rate increases relatively affordable. If an agency anticipates major changes to programs and services in the future, it may consider a slower or delayed strategy to rate adjustments until new cost data is available.

FCS recommends the following guidelines when considering policy options to adjust existing rates based on cost-of-service results:

- **Prioritize Class-Specific Rate Adjustments.** Prioritize adjustments to those classes that are farthest outside the threshold. Consider monitoring future cost of service results for classes that are relatively close but outside of the threshold.
- **Develop Multi-Year Phase-In Plan.** Developing a multi-year rate strategy can transition classes towards cost-of-service while also addressing potential affordability concerns.
- **Consider Future Utility Costs.** Future cost of service results can shift in response to major changes in programs, facility operations, and availability of information. Gradually implementing rate adjustments can provide flexibility in responding to current and future costs.
- **Hold Rates at Existing Levels.** For those customer classes whose rates are higher than the cost of service, consider holding rates at existing levels until rates are generally aligned with cost. This strategy can avoid the need to lower rates in year one, only to increase rates in future years.
- **Monitor Long-Term Trends.** Further evaluation may be appropriate for classes that are outside the range of reasonableness to confirm if results are indicative of an on-going trend or are an anomaly. This can be a particularly effective strategy if a cost-of-service analysis has not been conducted recently or is being completed for the first time.
- **Monitor Changes in Demand from Rate Adjustments.** Significant decreases or increases to rates can impact the demand for utility services – particularly for usage-based rates and subscription services. An agency should actively monitor the demand impact of major changes to rates and develop a contingency plan as needed.
- **Seek Legal Counsel.** Class-specific rate adjustments may be subject to existing contract agreements between the City and specific customer groups. FCS recommends that the City seek legal counsel to determine any legal restrictions or requirements that would affect rate adjustments based on the cost-of-service analysis.

Cost of Service Phase-In Strategy

Based on feedback from City Council, a multi-year strategy was developed to continue transitioning the classes of service toward cost-of-service over the six-year rate setting period. **Exhibit 6** shows the proposed increases by class of service. Pausing rate increases for multi family allows the class to make gradual progress towards cost-of-service.

Exhibit 6. Water Utility Cost of Service Phase-in Schedule

Class of Service	2025	2026	2027	2028	2029	2030
Single Family	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%
Multi-Family	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Commercial	4.75%	4.60%	4.47%	4.33%	4.20%	4.07%
Retail Irrigation	6.75%	6.75%	6.75%	6.75%	6.75%	6.75%
Systemwide Increase	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%

Rate Design

The principal objective of the rate design stage is to implement water rate structures that collect the appropriate level of revenue.

Establishing rates is a blend of “art” and “science” and especially so when it comes to the rate levels and structures. Several variables must be balanced to arrive at optimal rates. The results of the revenue requirement analysis and cost of service were used to forecast the rate levels needed to recover the projected revenue from customers.

Existing Water Rates

The existing water rates are composed of a fixed monthly charge that varies by meter size and a variable consumption charge per hundred cubic feet (ccf) of water usage. Both fixed charges and usage charges vary by customer class. Usage charges for single family are divided into three escalating pricing tiers that are applied year-round. All other customers are charged a uniform rate for all consumption used.

Exhibit 7 provides a summary of the existing monthly water utility rates. Although not shown in the exhibit, the City offers a low income discount rate for single family residents, as well as assess a multiplier to outside city customers equal to 1.5 times the inside-city rate.

Exhibit 7. Existing Monthly Water Rates

Meter Size	Existing Rates		
	Single Family	Commercial	Irrigation
Monthly Fixed			
3/4"	\$ 39.17	\$ 48.55	\$ 51.63
1"	49.18	60.94	64.81
1.5"	81.50	101.00	107.40
2"	135.99	168.51	179.21
3"	204.19	253.00	269.06
4"	272.22	337.31	358.73
6"	408.07	505.63	537.73
8"	544.13	674.22	717.04
MF per Unit	\$31.19		
Volume (per ccf)			
Single Family			
Block 1 (0-300cf)	\$2.58		
Block 2 (301-800cf)	4.34		
Block 3 (801+cf)	5.42		
Multifamily	\$2.80		
Commercial	4.08		
Irrigation	4.33		

Proposed Water Rates

To maintain consistency with the findings of the cost-of-service analysis, fixed and volume charges for each class of service were increased by the class specific phase-in percentage annual increase as identified in **Exhibit 6**. The proposed rates transition both multi family and retail irrigation towards their respective cost-of-service.

Exhibit 8 provides a summary of the proposed rates for the rate setting period.

Exhibit 8. Proposed Monthly Water Rates

Meter	Existing Residential	Proposed - Single Family					
	2025	2026	2027	2028	2029	2030	
Monthly Fixed							
3/4"	\$ 39.17	\$ 40.74	\$ 42.37	\$ 44.06	\$ 45.82	\$ 47.65	\$ 49.56
1"	49.18	51.15	53.20	55.33	57.54	59.84	62.23
1.5"	81.50	84.76	88.15	91.68	95.35	99.16	103.13
2"	135.99	141.43	147.09	152.97	159.09	165.45	172.07
3"	204.19	212.36	220.85	229.68	238.87	248.42	258.36
4"	272.22	283.11	294.43	306.21	318.46	331.20	344.45
6"	408.07	424.39	441.37	459.02	477.38	496.48	516.34
8"	544.13	565.90	588.54	612.08	636.56	662.02	688.50
MF per Unit	\$ 31.19	\$ 31.19	\$ 31.19	\$ 31.19	\$ 31.19	\$ 31.19	\$ 31.19
Volume (per ccf)							
Single Family							
Block 1 (0-300cf)	\$ 2.58	\$ 2.68	\$ 2.79	\$ 2.90	\$ 3.02	\$ 3.14	\$ 3.27
Block 2 (301-800cf)	4.34	4.51	4.69	4.88	5.08	5.28	5.49
Block 3 (801+cf)	5.42	5.64	5.87	6.10	6.34	6.59	6.85
Multifamily	\$ 2.80	\$ 2.80	\$ 2.80	\$ 2.80	\$ 2.80	\$ 2.80	\$ 2.80

Meter	Existing Commercial	Proposed - Commercial					
	2025	2026	2027	2028	2029	2030	
Monthly Fixed							
3/4"	\$ 48.55	\$ 50.86	\$ 53.20	\$ 55.58	\$ 57.99	\$ 60.43	\$ 62.89
1"	60.94	63.83	66.77	69.75	72.77	75.83	78.92
1.5"	101.00	105.80	110.67	115.61	120.62	125.69	130.81
2"	168.51	176.51	184.64	192.89	201.25	209.70	218.24
3"	253.00	265.01	277.21	289.59	302.13	314.82	327.64
4"	337.31	353.33	369.60	386.11	402.84	419.76	436.86
6"	505.63	529.64	554.03	578.77	603.84	629.21	654.84
8"	674.22	706.24	738.76	771.76	805.19	839.02	873.19
Volume (per ccf)							
All Volume - \$ / ccf	\$ 4.08	\$ 4.27	\$ 4.47	\$ 4.67	\$ 4.87	\$ 5.07	\$ 5.28

Meter	Existing Irrigation	Proposed - Irrigation					
	2025	2026	2027	2028	2029	2030	
Monthly Fixed Charge							
3/4"	\$ 51.63	\$ 55.12	\$ 58.84	\$ 62.81	\$ 67.05	\$ 71.58	\$ 76.41
1"	64.81	69.18	73.85	78.83	84.15	89.83	95.89
1.5"	107.40	114.65	122.39	130.65	139.47	148.88	158.93
2"	179.21	191.31	204.22	218.00	232.72	248.43	265.20
3"	269.06	287.22	306.61	327.31	349.40	372.98	398.16
4"	358.73	382.94	408.79	436.38	465.84	497.28	530.85
6"	537.73	574.03	612.78	654.14	698.29	745.42	795.74
8"	717.04	765.44	817.11	872.26	931.14	993.99	1,061.08
Monthly Fixed Charge							
All Volume - \$ / ccf	\$ 4.33	\$ 4.62	\$ 4.93	\$ 5.26	\$ 5.62	\$ 6.00	\$ 6.41

Summary

The analysis described above concludes the rate study for the water utility. The revenue requirement analysis results indicate that revenues at current levels are not sufficient to fund ongoing water system obligations as operating expenses and capital planning obligations continue to grow and new debt service is recognized to support the planned \$35.2 million in capital project costs. If no rate adjustments are made, the water system operating deficit will grow to \$1.0 million by 2030. Additionally, cash reserves would fall below zero starting in

2027 without rate adjustments. A 4.00 percent annual systemwide increase is proposed from 2025 to 2030. Charges for different classes were adjusted to meet revenue targets identified in the cost-of-service phase-in.

We recommend that the City revisit the study findings during the budget cycle to check that the assumptions used are still appropriate and no significant changes have occurred that would alter the results of the study. The City should use the study findings as a living document, continuously comparing the study outcomes to actual revenues and expenses. Any significant or unexpected changes will require adjustments to the rate strategy proposed.

4.0 Sewer Utility

Introduction

The City owns and operates a municipal sewage collection and treatment system that includes 14 pump stations with associated force mains, approximately 43 miles of gravity sewer pipes, and a water reclamation facility that is capable of producing reuse quality effluent and with future plans to produce Class A biosolids. The reuse facility has one outfall to the Snoqualmie River immediately upstream of Snoqualmie Falls. Highly treated reclaimed water (effluent) is also pumped to a pond at the golf course at The Club at Snoqualmie Ridge for reuse as irrigation water for the golf course and other irrigated areas in Snoqualmie.

Revenue Requirement

Similar to the water utility, a revenue requirement was completed for the sewer utility and forms the basis for the long-range financial plan and multi-year financial management strategy.

Operating Forecast

The purpose of the operating forecast is to determine whether the existing rates and charges are sufficient to recover the costs the City incurs to operate and maintain the sewer system. The 2024, 2025, and 2026 budgets formed the baseline for this forecast. The operating forecast was developed for the 2025 through 2030 rate setting period. The following list highlights some of the key assumptions used in the development of the sewer utility operating forecast.

Economic & Inflationary Factors

General Cost Inflation. 3.00 percent per year throughout the forecast period of 2025-2030 (represents long-term historical averages for the Consumer Price Index all urban consumer group (CPI-U)).

Construction Cost Inflation 3.00 percent per year throughout the forecast period of 2025-2030 (represents long-term historical averages for the Engineering News Record Construction Cost Index (ENR-CCI)).

Labor Cost Inflation. 5.00 percent per year throughout the forecast period of 2025-2030 (based on staff input and approved labor agreements).

Benefit Cost Inflation. 5.00 percent per year throughout the forecast period of 2025-2030 (based on staff input).

State Excise Taxes. Public utility excise tax is 3.852 percent on all collection-related sewer rate revenue. The collection portion of rate revenues is assumed to be 39.00 percent based on discussion with City staff.

State B&O Tax. 1.75 percent on all treatment-related rate revenue, non-rate revenue and general facilities charge (GFC) revenue. The treatment related portion of rate revenue is assumed to be 71.00 percent based on discussion with City staff.

Additional O&M Expenses. While the 2024-2026 budgeted expenses were used as the basis to forecast future expenses, the following incremental expenses were added for the study period based on discussion with staff:

- General Sewer Plan: The forecast assumes the completion of a general sewer plan update in 2030, forecasted at \$0.2 million in 2025 dollars.

Reserves

Operating Reserve. The reserve target is set equal to 90 days of operating and maintenance (O&M) expenses, or approximately 25 percent (\$1.1 million in 2025, \$1.3 million in 2030).

Capital Reserve. A target of one percent of the original cost of assets (\$1.0 million in 2025, \$1.1 million in 2030).

Utility Revenue

Rate Revenue. Based on actual detailed customer accounts and usage statistics from the City's billing system. Usage data from 2023 was used to project revenues for 2024 and thereafter.

Non-rate Revenue. Non-rate revenue consists of engineering services charges, investment interest, miscellaneous revenues, and other fees and charges.

Customer Growth. No customer growth was assumed in 2024 or 2025. A 0.5 percent growth rate was assumed for 2026 followed by an annual rate of 1.0 percent thereafter (based on input from City staff).

Interest Earnings. Interest rates are projected at 2.0 percent throughout the forecast period. Projections are based on discussions with City staff.

Debt Service

Existing Debt. The sewer utility currently has two outstanding revenue bonds, one Public Works Trust Fund (PWTF) loan, and one LTGO bond. Annual debt payments on the outstanding debt range from \$1.0 million to \$1.2 million during the rate setting period.

New Debt. Three new debt issues are anticipated to fund the \$23.1 million capital program. A \$2.6 million revenue bond is anticipated in 2025 in addition to a low-cost Department of Ecology loan of \$6.9 million. Following the initial two issuances, an additional loan is forecasted in 2027 at \$6.7 million utilizing revenue bond financing. Consistent with the water utility assumptions, the assumed revenue bond terms consist of a 20-year duration, an interest rate of 5.0 percent and an issuance cost of 1.0 percent. New debt payments are forecasted to begin 2025 at \$0.5 million, increasing to \$1.1 million per year in 2027 and thereafter throughout the rate setting period..

System Reinvestment

The sewer utility is not currently funding dedicated system reinvestment. Instead, to avoid additional rate pressure, this study assumes that any cash above minimum operating target balances is transferred to the capital fund, averaging approximately \$0.8 million per year over the rate setting period. We recommend the City revisit system reinvestment funding during the next study and assess phasing-in system reinvestment towards depreciation levels.

Capital Funding Plan

The sewer utility is anticipating \$23.1 million in capital costs from 2025 to 2030 escalated to the date of construction. Some of the most significant capital projects include Activated Sludge Basins Improvements, Reclaimed Water Storage Reservoir, SR 202 Bridge Class A Water Main Replacement, and numerous projects in combination with street utility improvements. Funding for the capital identified includes cash balances, rate funded capital, general facilities charge (GFC) revenue and new debt proceeds. **Exhibit 9** provides a summary of the funding sources for the capital expenditures. The full capital plan can be found in the detailed rate model provided to the City.

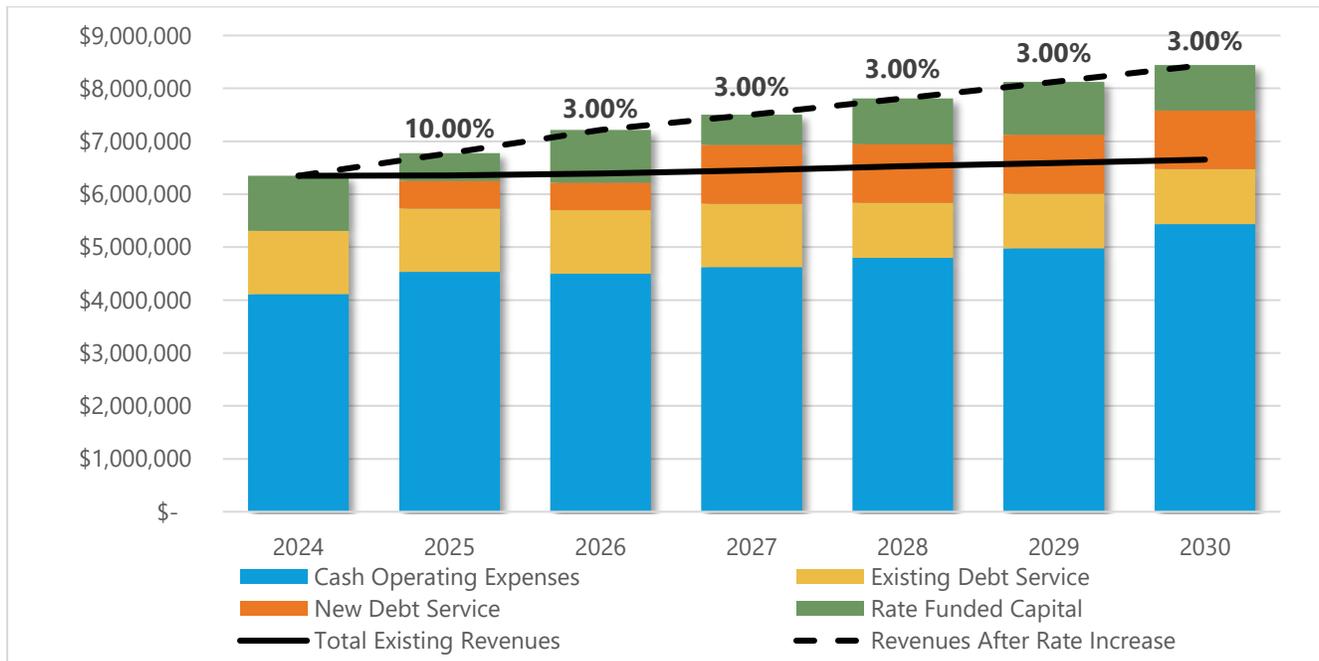
Exhibit 9. Sewer Capital Funding Summary

Sewer - Funding Summary	2025	2026	2027	2028	2029	2030	Total
Total Capital Costs	\$ 9,701,628	\$ 2,335,677	\$ 2,008,268	\$ 6,586,534	\$ 1,715,726	\$ 728,372	\$ 23,076,205
Funding Sources							
Cash Balances	\$ -	\$ 1,658,307	\$ -	\$ 543,120	\$ 998,761	\$ -	\$ 3,200,189
General Facilities Charge Revenue	241,628	677,370	662,492	689,190	716,964	728,372	3,716,016
Revenue Bond Proceeds	2,600,000	-	1,345,777	5,354,223	-	-	9,300,000
Other Loan Proceeds	6,860,000	-	-	-	-	-	6,860,000
Total Capital Funding	\$ 9,701,628	\$ 2,335,677	\$ 2,008,268	\$ 6,586,534	\$ 1,715,726	\$ 728,372	\$ 23,076,205

Summary of Revenue Requirement

The operating forecast components of O&M expenses, existing debt service, and future debt service come together to form the multi-year revenue requirement. The revenue requirement compares the overall revenue available to the sewer system to the expenses in order to evaluate the sufficiency of rates. **Exhibit 10** provides a summary of the sewer system revenue requirement findings.

Exhibit 10. Sewer Utility Revenue Requirement Summary



Summary of sewer revenue requirement:

- Current revenue levels are sufficient to meet cash operating expenses and existing debt service throughout the study period, however they are unable to fully support the associated debt service on the new debt needed to fund the capital program.
 - » Incorporating the new debt service, the utility is projected to enter an operating deficit (revenues less operating expenses, existing debt service, and new debt service) in 2027. This deficit is equal to approximately \$0.4 million, increasing to \$0.9 million by 2030.
 - » Without new debt proceeds, the utility is anticipated to run out of cash reserves by 2025.

- » While existing revenues can support the policy and legal minimum coverage requirements during the study period, they are unable to do so when incorporating the new debt service requirements. It is projected the utility would fall below the policy target of 1.50 in 2025 and the legal minimum requirement of 1.25 by 2030.
- To meet the total projected financial obligations of the sewer utility, rate increases are proposed at 10.00 percent in 2025 and 3.00 percent annually for the remainder of the study period. With the proposed rate increases the utility will be able to:
 - » Generate an operating surplus throughout the study period.
 - » Meet or exceed minimum reserve targets in all years of the study period except for 2026 and 2029, when the capital reserve decreases below target.
 - » Meet or exceed the legal and policy debt coverage minimum targets for revenue bonds and total debt service with the exception of 2025 when total debt coverage falls below the policy of 1.50.

Cost of Service Analysis

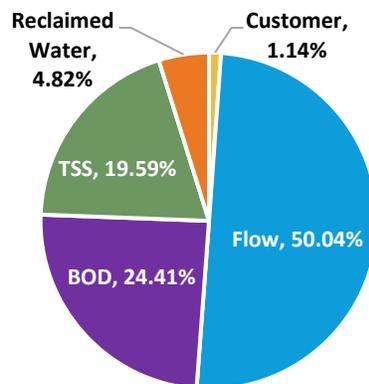
Similar to the water utility, the cost-of-service analysis process for the sewer utility involves three steps - 1) allocate total utility costs by function, 2) develop customer class specific allocation factors and 3) allocate costs to customer classes. The methodology used conforms to industry accepted practices as identified by the Water Environment Federation (WEF) Financing and Charges for Sewer Systems Manual 27.

The functions of service to which sewer service costs have been allocated are listed below.

- **Customer.** These costs are associated with providing service to customers regardless of sewer contribution, such as billing and office support.
- **Sewer Flow.** These costs relate to actual and estimated sewer volume processed within the system in a year.
- **Biochemical Oxygen Demand (BOD).** Costs associated with the treatment of BOD.
- **Total Suspended Solids (TSS).** Costs associated with the treatment of TSS.
- **Reclaimed Water.** Incremental costs associated with the production and distribution of reclaimed water above treatment level requirements.

Exhibit 11 provides a summary of the functional cost allocation results.

Exhibit 11. Sewer Utility Functional Cost Allocation Summary



The sewer utility cost allocation indicates that 50.0 percent of costs are related to flow, 24.4 percent related to BOD, 19.6 percent related to TSS, 4.8 percent related to reclaimed water and the remaining 1.1 percent of costs are related to customer.

Customer Class Distinctions

A class of service is a group of utility customers with similar usage characteristics who are served at similar costs. Classes of service can be defined based on several factors such as flow, strength, service requirements, geography, or other factors. A cost-of-service analysis determines the proportional recovery of costs from each class of service based on these unique demands. The customer classes evaluated as part of the sewer rate study are based on the City's existing rates and include:

- Residential
- Multi Family
- Commercial Low
- Commercial High
- Reclaimed Water

Allocation Factors

The next step in the cost-of-service analysis involves distribution of the allocated system costs to the customer classes served by the system. The functional system-wide costs are allocated to these customer classes based on the following:

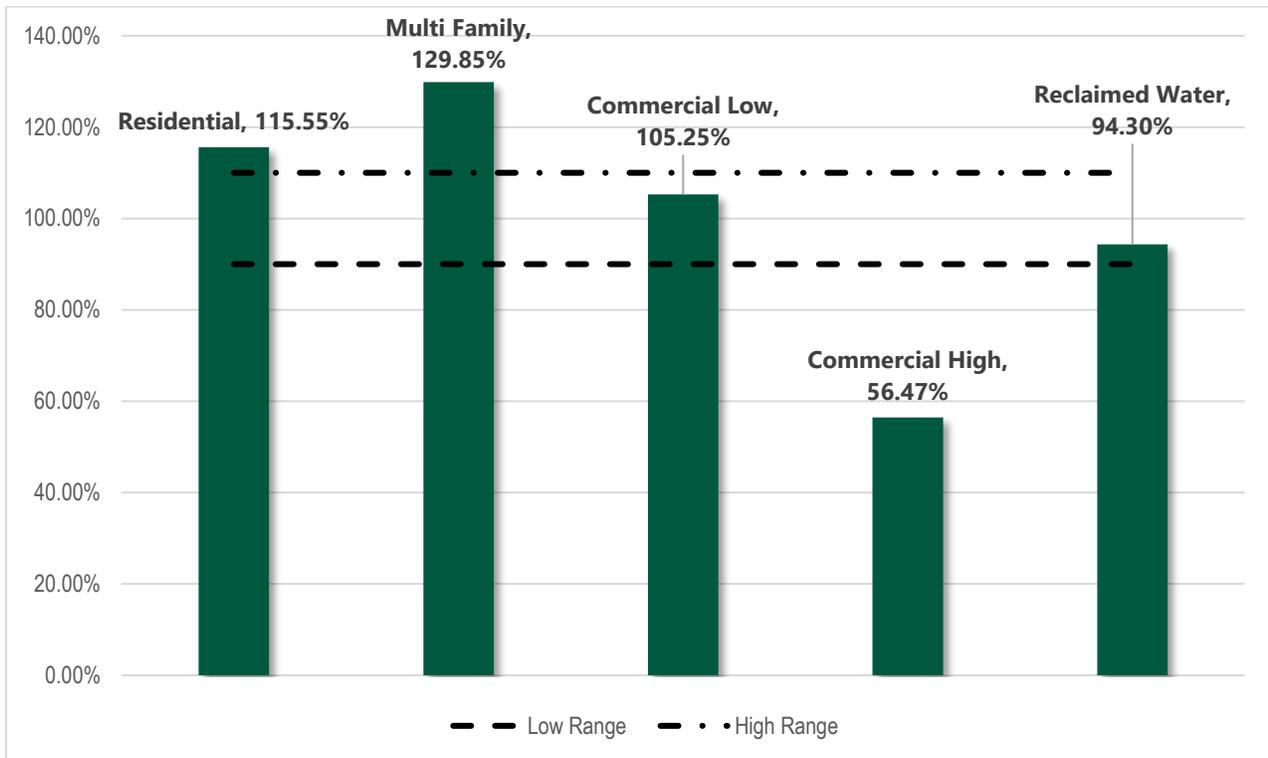
- **Customer.** Based on the number of accounts.
- **Flow.** Based on the estimated annual wastewater flow measured in hundred cubic feet (ccf) at the plant from all classes, including inflow and infiltration (I&I).
- **BOD Strength.** Based on total flow at the plant weighted by the BOD strength measured in milligrams per liter. Based on discussions with City staff, it was assumed that all customer classes contribute the same strength wastewater to the system apart from commercial high customers. The strength of commercial high customers was assumed to be three times greater than domestic wastewater.
- **TSS Strength.** Based on total flow at the plant weighted by the TSS strength measured in milligrams per liter. Based on discussions with City staff, it was assumed that all customer classes contribute the same strength wastewater to the system apart from commercial high customers. The strength of commercial high customers was assumed to be three times greater than domestic wastewater.
- **Reclaimed Water.** Costs are directly assigned to the reclaimed water customers.

Sewer Cost of Service

The final step of the cost-of-service analysis is to compare the allocation of the test year revenue requirement with the rate revenue generated by each customer class at existing rates. This evaluation identifies general differences between the allocated cost to provide utility services to customer classes and the rate revenue collected. It also identifies proportional differences in the cost that the City incurs to provide services to different customer classes. The cost-of-service analysis provides an initial and reasonable basis for potential rate adjustments to align rates with the cost of providing service. This cost-rate relationship is a primary tool used by public utilities when developing changes to rates.

Exhibit 12 below provides a comparison of the current rate revenue distribution between the customer classes and the distribution of revenues resulting from the cost-of-service analysis within the sewer utility.

Exhibit 12. Comparison of Sewer Current Revenue Distribution to Cost of Service Distribution



As discussed in the water utility section, the results are expressed as cost recovery level. A class of service with cost recovery rate of 100.0 percent suggests that the class’s rate revenue is consistent with the costs required to serve that class. A cost recovery rate below 100.0 percent indicates that the rate revenue collected from that class does not recover the full cost to provide service and, as a result, that particular customer class’s costs are subsidized by rate revenue collected by the City’s from other customers.

As a general practice, if a class’s cost recovery rate is within 90.0 to 110.0 percent (shown by dashed lines), the class’s rate revenue is considered within cost of service. Because costs fluctuate each year, the needed increase by class can also fluctuate and interclass rate changes are not suggested unless the class’s cost recovery rate is consistently outside of the ± 10.0 percent threshold.

Based on the analysis, the Commercial Low and Reclaimed customer classes are within the range of reasonableness (105.3 percent and 94.3 percent cost recovery respectively). Residential and Multi Family rates are above cost-of-service (115.6 percent and 129.9 percent cost recovery respectively) range and Commercial High are below the cost-of-service range (56.5 percent cost recovery)

Cost of Service Phase-In Strategy

Similar to the water utility, based on feedback from City Council, a multi-year strategy was developed to continue transitioning the classes of service toward cost-of-service over the six-year rate setting period. The proposed rate increases by class are outlined in **Exhibit 13** below. The phase-in approach provides an alternative to a one-time increase, therefore spreading the impact over a multi-year time horizon. This phase-in strategy is anticipated to

bring the residential and multi-family customer classes within the cost-of-service range of reasonableness by the end of the rate setting period. The strategy also makes progress for the commercial high class of service.

Exhibit 13. Sewer Utility Cost of Service Phase-In Schedule

Class of Service	2025	2026	2027	2028	2029	2030
Residential	9.50%	2.25%	2.25%	2.25%	2.25%	2.25%
Multi-Family	2.00%	1.00%	0.00%	0.00%	0.00%	0.00%
Commercial Low	11.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Commercial High	16.24%	7.08%	7.43%	7.20%	6.99%	6.81%
Reclaimed Water	12.00%	4.00%	4.00%	4.00%	4.00%	4.00%
Systemwide Increase	10.00%	3.00%	3.00%	3.00%	3.00%	3.00%

Rate Design

As discussed in the water utility section, the principal objective of the rate design stage is to implement rate structures that collect the appropriate level of revenue as outlined by the revenue requirement and cost of service.

Existing Sewer Rates

The existing sewer rates consist of a monthly fixed rate for the residential and multi-family classes. The commercial and reclaimed water classes pay a monthly fixed rate plus a volume rate per hundred cubic feet (ccf) of flow over the monthly usage allowance of six ccf per unit. Reclaimed water users pay a monthly fixed rate dependent on the number of zones they occupy as well as volume rate per ccf of flow on all usage. **Exhibit 14** provides a summary of the existing City sewer rates.

Exhibit 14. Existing Monthly Sewer Rates

Class	Existing
Monthly fixed	
Residential	\$ 84.62
Multi Family	63.19
Commercial	
Low Commercial	104.91
High Commercial	134.70
Reclaimed Water	
Bandera	35.00
BP	1,066.00
COS	3,129.00
JT	140.00
ROA	2,089.00
Golf	-
Venture	140.00
<i>Total Reclaimed</i>	<i>6,599.00</i>
<i>\$ / Zone</i>	<i>8.74</i>
Volume per ccf > 6ccf per month	
Commercial	
Low Commercial	\$ 7.59
High Commercial	10.66
Reclaimed Water	
Golf	0.98
All Others	3.31

Proposed Sewer Rates

Based on the results of the cost-of-service analysis, as identified in **Exhibit 12**, the residential, multi family, and commercial high classes were outside the cost-of-service range of reasonableness. The proposed rate adjustments are applied across the board based on the class specific rate adjustment from the phase-in described in **Exhibit 13**. **Exhibit 15** provides a summary of the proposed City sewer rates for the rate setting period.

Exhibit 15. Proposed Monthly City Sewer Rates

Class	Existing		Proposed											
			2025	2026	2027	2028	2029	2030						
Monthly fixed														
Residential	\$	84.62	\$	92.66	\$	94.74	\$	96.87	\$	99.05	\$	101.28	\$	103.56
Multi Family		63.19		64.45		65.09		65.09		65.09		65.09		65.09
Commercial														
Low Commercial		104.91		116.45		119.94		123.54		127.25		131.07		135.00
High Commercial		134.70		156.57		167.65		180.10		193.07		206.57		220.63
Reclaimed Water														
Bandera		35.00		39.20		40.77		42.40		44.10		45.86		47.69
BP		1,066.00		1,193.92		1,241.68		1,291.35		1,343.00		1,396.72		1,452.59
COS		3,129.00		3,504.48		3,644.66		3,790.45		3,942.07		4,099.75		4,263.74
JT		140.00		156.80		163.07		169.59		176.37		183.42		190.76
ROA		2,089.00		2,339.68		2,433.27		2,530.60		2,631.82		2,737.09		2,846.57
Golf		-		-		-		-		-		-		-
Venture		140.00		156.80		163.07		169.59		176.37		183.42		190.76
<i>Total Reclaimed</i>		<i>6,599.00</i>		<i>7,390.88</i>		<i>7,686.52</i>		<i>7,993.98</i>		<i>8,313.73</i>		<i>8,646.26</i>		<i>8,992.11</i>
<i>\$ / Zone</i>		<i>8.74</i>		<i>9.79</i>		<i>10.18</i>		<i>10.59</i>		<i>11.01</i>		<i>11.45</i>		<i>11.91</i>
Volume per ccf > 6ccf per month (Commercial only)														
Commercial														
Low Commercial	\$	7.59	\$	8.42	\$	8.67	\$	8.93	\$	9.20	\$	9.48	\$	9.76
High Commercial		10.66		12.39		13.27		14.26		15.29		16.36		17.47
Reclaimed Water														
Golf		0.98		1.10		1.14		1.19		1.24		1.29		1.34
All Others		3.31		3.71		3.86		4.01		4.17		4.34		4.51

Summary

The analysis described above concludes the rate study for the sewer utility. The revenue requirement analysis results indicate that revenues at current levels are not sufficient to fund the identified capital improvement program of \$23.1 million. As a result, a systemwide 10.0 percent rate increase is proposed in 2025, followed by 3.0 annual increases from 2026 to 2030. Similar to the water utility, charges by customer class are adjusted to collect the revenue targets identified within the cost of service phase in.

We recommend that the City revisit the study findings during the budget cycle to check that the assumptions used are still appropriate and no significant changes have occurred that would alter the results of the study. The City should use the study findings as a living document, continuously comparing the study outcomes to actual revenues and expenses. Any significant or unexpected changes will require adjustments to the rate strategy proposed.

5.0 Stormwater Utility

Introduction

The City's Public Works Department Storm Division is committed to providing a well-functioning storm drainage system throughout Snoqualmie. This is accomplished through routine maintenance and improvements. Routine maintenance includes street sweeping, mowing, storm drain cleaning, stormwater pond cleaning, urban forestry management, and snowplowing. Improvements include storm drain construction, pavement overlays and street reconstruction related to storm drains.

Revenue Requirement

The stormwater utility revenue requirement was established similar to the other utilities; it is developed by completion of an operating forecast that identifies future annual operating costs and a capital funding plan that defines a strategy for funding the capital improvement needs of the stormwater utility on a standalone basis.

Operating Forecast

The purpose of the operating forecast is to determine whether the existing rates and charges are sufficient to recover the costs the City incurs to operate and maintain the stormwater system. The 2024, 2025, and 2026 budgets formed the baseline for this forecast. The operating forecast was developed for the 2025 through 2030 rate setting period. The following list highlights some of the key assumptions used in the development of the stormwater utility operating forecast.

Economic & Inflationary Factors

General Cost Inflation. 3.00 percent per year throughout the forecast period of 2025-2030 (represents long-term historical averages for the Consumer Price Index all urban consumer group (CPI-U)).

Construction Cost Inflation. 3.00 percent per year throughout the forecast period of 2025-2030 (represents long-term historical averages for the Engineering News Record Construction Cost Index (ENR-CCI)).

Labor Cost Inflation. 5.00 percent per year throughout the forecast period of 2025-2030 (based on staff input and approved labor agreements).

Benefit Cost Inflation. 5.00 percent per year throughout the forecast period of 2025-2030 (based on staff input).

State B&O Tax. 1.75 percent on all revenue including general facilities charge (GFC) revenue.

Reserves

Operating Reserve. The reserve target is set equal to 90 days of operating and maintenance (O&M) expenses, or approximately 25 percent of annual O&M expenses (\$0.7 million per year).

Capital Contingency Reserve. A target of one percent of the original cost of assets (\$0.3 million in 2025, \$0.4 million in 2030).

Operating Revenue

Rate Revenue. Based on actual detailed customer accounts and equivalent service units (ESUs) from the City's billing system. Customer data from 2023 was used to project revenues for 2024 and thereafter.

Non-rate Revenue. Non-rate revenue consists of finance charges, late fees, and investment interest.

Customer Growth. No customer growth was assumed in 2024 or 2025. A 0.5 percent growth rate was assumed for 2026 followed by an annual rate of 1.0 percent thereafter (based on input from City staff).

Interest Earnings. Interest rates are projected at 2.0 percent throughout the forecast period. Projections are based on discussions with City staff.

Debt Service

Existing Debt. The stormwater utility currently has two outstanding revenue bonds and one LTGO bond. Annual debt service averages \$0.3 million throughout the rate setting period.

New Debt. Three new debt issues are anticipated to fund the \$15.4 million capital program. A \$1.7 million revenue bond is anticipated in 2025. Following the initial issuance subsequent debt issuances are forecasted in 2027 at \$4.2 million and 2029 at \$2.9 million.

System Reinvestment

The stormwater utility is not currently funding dedicated system reinvestment. Instead, to avoid additional rate pressure, this study assumes that any cash above minimum operating target balances is transferred to the capital fund, averaging approximately \$0.4 million per year over the rate setting period. We recommend the City revisit system reinvestment funding during the next study and assess phasing-in system reinvestment towards depreciation levels..

Capital Funding Plan

The stormwater utility is anticipating \$15.4 million in capital costs from 2025 to 2030 escalated to the date of construction. Some of the more significant capital projects include Sandy Cove Park Riverbank Restoration & Outfall Project, Kimball Creek Riparian Restoration Project, and an SR 202 Drainage Improvement Project. Funding for the capital identified includes cash balances, rate funded capital, revenue bond proceeds, and general facilities charge revenue. **Exhibit 16** provides a summary of the funding sources for the capital funding expenditures. The full capital plan can be found in the detailed rate model provided to the City.

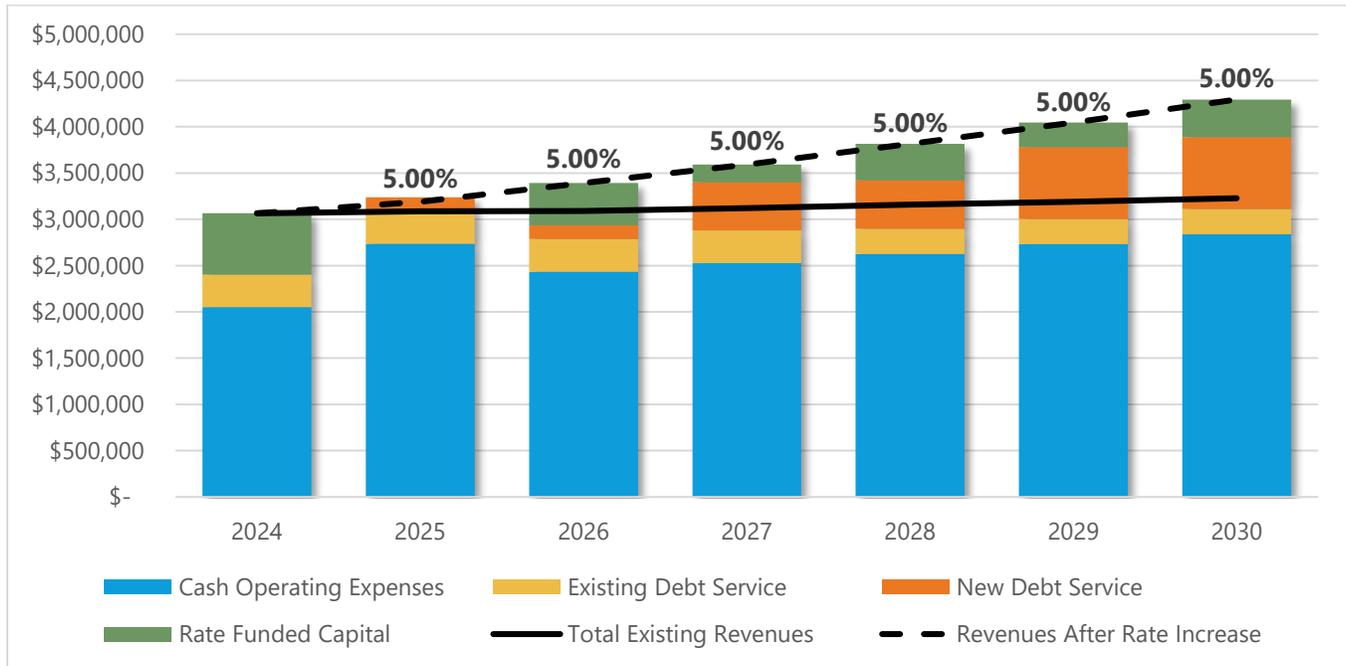
Exhibit 16. Storm Capital Funding Summary

Storm - Funding Summary	2025	2026	2027	2028	2029	2030	Total
Total Capital Costs	\$ 4,921,034	\$ 1,246,094	\$ 2,192,046	\$ 2,917,665	\$ 2,974,850	\$ 1,121,468	\$ 15,373,157
Funding Sources							
Cash Balances	\$ 3,221,034	\$ 1,095,378	\$ -	\$ 273,081	\$ -	\$ 507,341	\$ 5,096,834
General Facilities Charge Revenue	-	150,716	312,028	324,603	337,684	351,293	1,476,323
Revenue Bond Proceeds	1,700,000	-	1,880,018	2,319,982	2,637,166	262,834	8,800,000
Total Capital Funding	\$ 4,921,034	\$ 1,246,094	\$ 2,192,046	\$ 2,917,665	\$ 2,974,850	\$ 1,121,468	\$ 15,373,157

Summary of Revenue Requirement

The operating forecast components of O&M expenses, existing debt service, and future debt service come together to form the multi-year revenue requirement. The revenue requirement compares the overall revenue available to the stormwater system to the expenses to evaluate the sufficiency of rates. **Exhibit 17** provides a summary of the stormwater revenue requirement findings.

Exhibit 17. Stormwater Utility Revenue Requirement Summary



Summary of stormwater revenue requirement:

- Current revenue levels are sufficient to meet cash operating expenses and existing debt service throughout the study period, however they are unable to fully support the associated debt service on the new debt needed to fund the capital program.
 - » Incorporating the new debt service, the utility is projected to enter an operating deficit (revenues less operating expenses, existing debt service, and new debt service) in 2025. This deficit is equal to approximately \$0.1 million, increasing to \$0.7 million by 2030.
 - » Without new debt proceeds, the utility is anticipated to run out of cash reserves by 2025.
 - » While existing revenues can support the policy and legal minimum coverage requirements during the study period, they are unable to do so when incorporating the new debt service requirements. It is projected the utility would fall below the policy target of 1.50 starting in 2025 and the legal minimum requirement of 1.25 by 2027.
- To meet the total projected financial obligations of the stormwater utility, rate increases are proposed at 5.00 percent annually throughout the study period. With the proposed rate increases the utility will be able to:
 - » Generate an operating surplus throughout the study period except for 2025 when expected O&M expenses and debt service slightly outpace revenues.
 - » Meet or exceed minimum reserve targets in all years of the study period except for 2026 and 2028, when the capital reserve decreases slightly below target.
 - » Meet or exceed the legal and policy debt coverage minimum targets for revenue bonds and total debt service.

Rate Design

As discussed in the water utility section, the principal objective of the rate design stage is to implement rate structures that collect the appropriate level of revenue as outlined by the revenue requirement and cost of service.

Existing Stormwater Rates

As discussed in previous sections, the principal objective of the rate design stage is to implement rate structures that collect the appropriate level of revenue as outlined by the revenue requirement.

The existing stormwater rate is a monthly flat fee that is charged to each customer per equivalent service unit (ESU). Each single family customer is considered one (1) ESU. All non-single family customers are charged based on the total amount of impervious surface area on site. The average single family residential lot has 2,600 square feet of impervious surface area. The total impervious surface area for a non-single family lot is divided by 2,600 to calculate the number of ESUs for that account. **Exhibit 18** highlights the current monthly rate charged per ESU (2,600 square feet of impervious surface area).

Exhibit 18. Existing Stormwater Rates

Description	Existing
Monthly Charge - (per ESU)	\$ 28.57

Proposed Stormwater Rates

No rate structure changes were proposed for the stormwater utility, with the increases applied proportionately to the per ESU rate. **Exhibit 19** details the existing and proposed rates for the 2025 to 2030 rate setting period.

Exhibit 19. Proposed Stormwater Rates

Description	Existing	Proposed					
		2025	2026	2027	2028	2029	2030
Monthly Charge - (per ESU)	\$ 28.57	\$ 30.00	\$ 31.50	\$ 33.08	\$ 34.73	\$ 36.47	\$ 38.29

Summary

The analysis described above concludes the rate study for the stormwater utility. The revenue requirement analysis results indicate that revenues at current levels are not sufficient to fund the identified capital improvement program of \$15.4 million. As a result, a 5.0 percent annual system wide increase is proposed from 2025 to 2030.

We recommend that the City revisit the study findings during the budget cycle to check that the assumptions used are still appropriate and no significant changes have occurred that would alter the results of the study. The City should use the study findings as a living document, continuously comparing the study outcomes to actual revenues and expenses. Any significant or unexpected changes will require adjustments to the rate strategy proposed.

6.0 Meetings and Workshops

Introduction

The City of Snoqualmie owns and operates a public water, wastewater, and stormwater system. This system is governed by elected officials who serve on the City Council as well as take part in various Committees. As a part of the rate study, presentations were made to the Council and Committees to educate, discuss and request approval on overall rate increases, cost of service findings and rate structure adjustments for all three utilities. The intention of this chapter is to provide a timeline tracking the presentations given, feedback received and ultimately the approvals granted.

Meetings and Workshop Timeline

Throughout the rate study process, FCS participated in twelve meetings/workshops with the City Council and Parks and Public Works Committee and provided support in additional presentations development presented by staff. The material presented and resulting feedback from the Council and Committee is detailed below.

June 24th, 2024: City Council – Rate Setting Fundamentals

Items Presented:

- Background on prior rate study completed.
- Overview of the rate study process.
 - » Revenue requirement.
 - » Cost of service.
 - » Rate design.
- General facilities charges overview.

July 2nd, 2024: Parks & Public Works Committee – Revenue Requirement Review

Items Presented:

- Presentation focused on the outline of the revenue requirement and discussed the following:
 - » Key elements (e.g., revenue and expense forecast).
 - » Key assumptions.
 - » Results – presented preliminary scenarios for consideration focusing on alternative capital funding options.

Feedback Provided:

- Discussed the use of debt funding and City staff reviewed the concept of “intergenerational equity” for utility customers.

July 8th, 2024: City Council - Revenue Requirement Review

Items Presented:

- Presented revenue requirement summary to the full Council. Presentation focused on:
 - » Key elements (e.g., revenue and expense forecast).

- » Key assumptions.
- » Results – presented preliminary scenarios for consideration focusing on alternative capital funding options.

Feedback Provided:

- Received feedback regarding preferences for reduced borrowing and requested additional scenarios for water and stormwater utilities.

October 22nd, 2024: Parks & Public Works Committee – Cost of Service

Items Presented:

- Rate study results
 - Revenue requirement – presented the requested scenario from prior Council meeting.
 - Cost of service
 - » Presented preliminary findings for the water and sewer utilities.
 - » Presented a phase-in to move classes towards cost-of-service, consistent with prior rate study Council guidance.

Feedback Provided:

- The Committee provided guidance regarding a preference to continue the phase in.
- The Committee requested additional scenarios focusing on alternative multi-family phase-in strategies.

November 5th, 2024: Parks and Public Works Committee – Cost of Service Update

Items Presented:

- The presentation focused primarily on the requested cost-of-service phase-in alternatives.
- Sample impacts by customer class of service were provided.

Feedback Provided:

- The Committee provided direction on the cost of service phase-in and rate design to be taken to the full Council.

November 12th, 2024: City Council – Cost of Service

Items Presented:

- Revenue requirement summary provided an update on the latest requested revenue requirement scenario, focusing on reducing debt for the water and stormwater utilities.
- A cost-of-service summary was provided, discussing the recommendations made at the Committee.

Feedback Provided:

- Council provided feedback on cost-of-service and phase-in preference.

November 19th, 2024: Parks and Public Works Committee- Introduction to Rate Design

Items Presented:

- The presentation predominantly focused on introduction to rate design.
 - » Reviewed existing rate structures.

- » Discussed alternatives for consideration for each utility.

Feedback Provided:

- Committee provided feedback regarding cost of service phase-in and direction on rate design. The primary focus was to continue making progress on cost-of-service, leaving existing rate structures in place for all classes of service within all three utilities.

December 3rd, 2024: Parks and Public Works Committee – Rate Design

Items Presented:

- Presentation provided minor update on revenue requirement based on changes to the budgeted staffing levels.
- Rate design provided rate tables consistent with Committee’s and Councils’ prior guidance.

Feedback Provided:

- Committee provided direction in support of an across the board rate design (no structural changes).

December 9th, 2024: City Council – Rate Design

Items Presented:

- The presentation focused on summarizing all steps of the rate study process, based on the feedback provided by the Committee and Council.
 - » Maximize debt for sewer and reduced debt hybrid cash scenario for water and stormwater.
 - » Phase-in cost-of-service strategy for water and sewer.
- Rate design provided the summary of the guidance received from recent Committee meetings, focusing on an across-the-board rate adjustments based on cost-of-service phase-in class specific adjustments.
 - » Impacts by class of service were provided.

Feedback Provided:

- City Council provided support regarding the presented materials.

January 13th, 2025: City Council – Rate Study Summary

Items Presented:

- Presentation provided a review of the prior meetings and guidance given by the Council.
- Additional scenarios were generated to address concerns expressed during a January 7th, 2025 staff presentation and discussion with the Committee.
 - » Additional scenarios focused on keeping the average increase for all three utilities below 10.0 percent in 2025.
 - The discussion focused on the adjustments necessary to develop the scenario, including delays in rate implementation and impacts on revenues, changes in timing of capital improvement program, coverage policy achievement, amount others.
 - Cost-of-service and rate design components of the study were redone based on the additional scenario.
- Committee requested a summary of past rate adjustments by customer class of service.

Feedback Provided:

- Council provided direction to revisit the capital improvement program and maximize debt to keep the rate pressure as low as possible.

February 19th, 2025: City Council – Rate Study Summary

Items Presented:

- An additional scenario was developed based on the feedback from Council during the prior meeting.
- The results of the scenario, and comparison to prior scenarios requested, was provided.
 - » Cost-of-service phase-in and rate design was redone for the updated scenario for the water and sewer utilities.
 - » Combined rate impacts were updated for each class of service.

Feedback Provided:

- Council provided support for the latest scenario, referenced as “aggressive rate reduction” revenue requirement scenario.

February 24th, 2025: City Council – Proposed Rates

Items Presented:

- A high level summary was provided reviewing the selected “aggressive rate reduction” scenario.
 - » Reviewed revenue requirement results.
 - » Reviewed updated cost-of-service phase-in.
 - » Reviewed rate design and bill impacts for each class of service based on an assumed average customer for each utility.

Feedback Provided:

- Council provided support for proposed rates under the “aggressive rate reduction” scenario.

Following the February 24th, 2025 City Council meeting, City staff met with the Council and Committee in additional standalone meetings, which included the following:

March 18th, 2025: Parks and Public Works Committee (staff only) – Rate Ordinance

Items Presented:

- Review of rate schedule ordinance.

March 24th, 2025: City Council (staff only) – Rate Ordinance

Items Presented:

- First reading of rate schedule ordinance.

April 14th, 2025: City Council (staff only) – Rate Ordinance

Items Presented:

- Second reading of rate schedule ordinance.

Feedback Provided:

- Council indicated a report summarizing rate study methodology and findings would be needed before finalizing rates.

Council Agenda Bill

AB Number

AB25-035

Agenda Bill Information

Title*

Ordinance Amending SMC Titles 17.20 and 17.37

Action*

Motion

Council Agenda Section

Ordinance

Council Meeting Date*

04/28/2025 & 05/12/2025

Staff Member

Mona Davis

Department* Community

Development

Committee

Community Development

Committee Date

04/21/2025

Exhibits

Packet Attachments - if any

Summary

Introduction*

Brief summary.

This agenda item is associated with proposed amendments to the city's Downtown Historic District Retail Overlay Zone including: waivers of special use regulations, the percentage of required retail use in the downtown, the geographic extent of the Retail Overlay boundaries, and the percentage of covered storefront window usage.

Proposed Motion

No action, first reading of Ordinance.

Background/Overview*

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

In December of 2023 the Economic Development Commission (“EDC”) sent a letter to the Community Development Council Committee regarding recommended draft amendments to the Snoqualmie Municipal Code Chapter 17.37, Downtown Historic District Retail Overlay Zone and 17.37.040 Waiver of special use regulations. Their recommendations included:

1. 100 Percent of the storefronts on Railroad Avenue S.E. occupied by retail uses, increased from the current 75% requirement; and
2. 180-day allowance on good faith efforts to lease the premises for a retail use, increased from the current 120-day requirement.

On February 5, 2023, the Council CD Committee remanded the draft amendments back to the EDC for further discussion and a recommendation to the Planning Commission. The Planning Commission met and discussed the recommendations of the EDC from May thru December of 2024.

Analysis*

The Planning Commission discussed and recommended as shown in the attached Ordinance with draft amendments the following: an adjustment to the Downtown Historic District Retail Overlay Zone to remove parcels that are currently zoned OS-2 from the Overlay adding additional property as shown on the attached map, an increase to the minimum ground-floor retail use requirement from 75% to 90%, and the removal of the retail use waiver process from the SMC altogether as steps necessary to protect the integrity of the retail commerce in the downtown.

Budgetary Status*

This action has no budgetary implications.



(425) 888-5337 | communitydevelopment@snoqualmiewa.gov
38624 SE River St. | P.O. Box 987
Snoqualmie, Washington 98065

STAFF MEMO

To: Snoqualmie City Council
From: Andrew Levins, Land Use Planning Consultant
Mona Davis, Community & Economic Development Director
Date: May 12, 2025
Subject: SMC 17.37 Retail District Overlay Code Amendments

BACKGROUND:

The proposed amendments originated from recommendations by the Economic Development Commission (EDC) in December 2023, initially suggesting an increase in retail occupancy to 100% in the Retail Use Overlay, along Railroad Avenue, and extending the good faith leasing period from 120 to 180 days. Outreach occurred through City Staff meetings with the Ridge and Downtown Merchants associations in May 2024, resulting in broad merchant support for higher retail use occupancy requirements and clear good-faith leasing guidelines. Commercial property owners affected by these amendments were mailed notice of two online public meetings held by the City for the purpose of collecting property owner and landlord feedback on the amendments, but neither meeting had any attendees, and no written comments were provided.

Following public outreach efforts in May 2024, the Planning Commission continued to discuss the proposed amendments through multiple meetings until September 16, 2024, in pursuit of their vision of a set of amendments that would support the vitality of Snoqualmie’s walkable retail districts. As a result of these discussions, the Planning Commission adjusted the recommendation to 1) reflect a 90% retail use occupancy requirement, 2) remove the retail waiver process altogether, and 3) expand the area to which these amendments would apply to all storefronts facing Center Boulevard SE in Snoqualmie Ridge and to all downtown parcels within the BR-1 and BR-2 zone.

The Planning Commission held a public hearing on October 21, 2024 for the proposed amendments and received substantial public comment from attendees of the hearing. One of the primary points of concern among public commenters was the expansion of the Retail Use Overlay to encompass properties in the BR-2 zone. As a result, the Planning Commission continued the hearing to a later date to review public comments received and adjust proposed amendments as necessary, and staff developed a comment response matrix addressing concerns raised during public comment (Attachment 3). The Public Hearing was reopened on December 2, 2024, with the amendments revised to reduce the scope of the expansion of the Retail Use Overlay to affect only parcels within the BR-1 zone and select parcels along Falls Avenue, as deemed appropriate by the Planning Commission (see Attachment 1 in this memo). Additionally, all

storefronts facing Center Boulevard SE would be included in the amendments. Hearing no significant public comment regarding this amendment concept, the Planning Commission unanimously moved to recommend the text amendments and map revisions to the City Council at their January 21, 2025 meeting.

The Community Development Committee discussed the proposed geographic extent of the amendments at their April 8, 2025, April 21, 2025, and May 5, 2025 meetings, and agreed to move forward with the boundaries originally recommended by the Planning Commission.

ANALYSIS:

Both the existing retail occupancy requirement of 75% and the time allowance of 120 days apply to the ground floor of buildings facing Railroad Avenue only in the Retail Use Overlay. Because the Snoqualmie Ridge 1 Development Standards reference the Municipal Code, the retail use requirements only apply to storefront tenant spaces facing specific intersections, including Center Boulevard SE and SE Ridge Street, SE Mayrand Lane, and SE Kinsey Street. Table 1 below further illustrates how these requirements currently apply to Snoqualmie’s two primary walkable retail districts:

Table 1: Existing Retail Use Requirements		
	Snoqualmie Ridge I Neighborhood Center, corner tenant spaces facing select intersections	Retail Use Overlay, downtown along Railroad Avenue
Ground Floor Minimum Retail Use Ratio	100%	75%
Minimum time allowance to demonstrate good-faith effort to find retail tenant	120 days	120 days

Under the proposed amendments, 90% of the storefronts within the Retail Use Overlay and within Snoqualmie Ridge facing Center Boulevard SE must be “bona-fide” retail uses that support the vitality of the walkable retail district, and the retail use waiver process is removed. Currently, the ratio of retail to non-retail uses within the existing Retail Use Overlay is approximately 75% retail to 25% non-retail uses. If adopted, because there is no waiver process, no new non-retail uses may utilize a ground-floor storefront until compliance with the 90% retail use ratio is achieved within the Retail Use Overlay and for storefronts facing Center Boulevard SE.¹ See Table 2 (below in this memo) Proposed Retail Use Requirements, summarizes these changes.

¹ This change will only take effect in Snoqualmie Ridge if a subsequent Resolution is adopted by the City Council modifying the Snoqualmie Ridge 1 Mixed Use Final Plan.

Table 2: Proposed Retail Use Requirements		
	Snoqualmie Ridge I Neighborhood Center, corner all storefronts facing select intersections <u>Center Boulevard SE</u>	<u>Parcels located in the BR-1 or along select parcels on Falls Ave in Downtown Snoqualmie</u> (see Attachment 1) ²
Ground Floor Minimum Retail Use Ratio	<u>90%</u>	<u>90%</u> ²
Minimum time allowance to demonstrate good-faith effort to find retail tenant	<u>N/A, No Retail Waivers</u>	<u>N/A, No Retail Waivers</u> ²

Under the current Snoqualmie Municipal Code, the Community Development Director is obligated to approve a waiver from the retail use requirement if specific findings (that the storefront was advertised at a fair market value for a period of 120 days) are met. Disapproving of the ministerial nature of this process, the Planning Commission suggested a procedure in which all retail use waivers would be decided by the Community Development Department with that decision appealable to the City Council. The City Attorney identified a personal liability risk to individual City Council members that would result if they were the decisionmakers for retail waivers and continues to advise that this risk exceeds the acceptable level of risk tolerance for City of Snoqualmie officials. As a result, the Planning Commission recommended removal of the waiver process altogether.

Other minor changes are proposed; within the Snoqualmie Ridge Neighborhood Center, the development standards are proposed to be modified to require that at least 50% of ground-floor windows along Center Boulevard SE remain uncovered by signs or other window coverings during normal business hours, ensuring visibility into the tenant space and enhancing the pedestrian experience. Within the Snoqualmie Municipal Code, minor code changes are proposed for the sake of internal consistency and general code cleanup.

Importantly, because the Snoqualmie Ridge Mixed Use Final Plan is vested to the version of the Snoqualmie Municipal Code that was in effect in 2007 when the plan was adopted, the proposed changes will not apply to Snoqualmie Ridge unless the Mixed Use Final Plan is also modified after the Retail Use Overlay amendments are adopted. If the current amendments are enacted via Ordinance, a future Resolution will be brought before Council to amend the Snoqualmie Ridge Mixed Use Final Plan and Development Standards applying these changes upon the Ridge.

SUMMARY OF AMENDMENTS:

² Will only take effect in Snoqualmie Ridge if a subsequent Resolution is adopted by the City Council modifying the Snoqualmie Ridge 1 Mixed Use Final Plan.

- Expand the extent of the Retail Use Overlay to include all parcels zoned BR-1 and select parcels along Falls Avenue in Downtown Snoqualmie as depicted on the map (see Attachment 1 in this memo) and depict this change on the official zoning map. The minimum threshold for ground floor retail uses will apply to these parcels.
- Remove parcels that are currently zoned OS-2 from the Retail Use Overlay, as they are part of the Snoqualmie River Trail project.
- Increase the minimum ground-floor retail use requirement from 75% to 90%.
- Remove the retail use waiver process from the SMC altogether.
- Other changes that implement similar requirements in the Snoqualmie Ridge Neighborhood Center will be brought to Council with a Resolution to amend the Mixed Use Final Plan upon adoption of the SMC code amendments.

STAFF RECOMMENDATION:

- Staff recommends renaming Chapter 17.37 from “Downtown Historic District Retail Overlay Zone” to “Retail Use Overlay” to minimize confusion in interpreting the Snoqualmie Municipal Code (SMC) zoning regulations. Currently, both SMC 17.37 and SMC 17.35 reference the Downtown Historic District in their titles, although they apply to geographically discrete areas. Renaming Chapter 17.37 would help clarify the distinction between the two chapters and reduce misinterpretation of this being a separate zoning designation in lieu of an overlay to the applicable underlying zone.
- Attachment 1 illustrate the expanded overlay boundaries recommended by the Planning Commission and CD Committee. Staff recommends that the City Council proceed with these boundaries, as they best align with the intent of the original proposed amendments, which is to prioritize pedestrian-oriented retail uses within the existing walkable commercial districts in Downtown and along Center Boulevard while allowing some minor flexibility for non-retail uses.
- Staff recommends adopting the proposed strikethrough and underline changes as shown in Attachments 2 to modify the Chapters 17.20 and 17.37 of the Snoqualmie Municipal Code.

NEXT STEPS:

- Review proposed amendments in advance of the second reading of the proposed amendments.

ATTACHMENTS:

1. **Downtown Overlay: Planning Commission and CD Committee Recommended Retail Use Overlay Extent**
2. **SMC Chapter 17, Strikethrough and Underline Changes**
3. **October 21, 2024 Public Hearing Comment Response Matrix**

City of Snoqualmie Downtown Retail Overlay

Item 11.

April 30th, 2025

-  Current Historic Downtown Retail Overlay
-  Proposed Historic Downtown Retail Overlay



17.20.020, Commercial/industrial districts.

The following commercial/industrial districts are hereby established:

- A. Business-General District (BG). The business-general district is intended to accommodate a broad range of retail and commercial uses, including businesses and services that are of a larger scale or are inappropriate for the historic downtown area, such as certain automotive services and limited light-industrial uses.
- B. Business-Office District (BO). The business-office district is intended principally for providing space within the city for smaller-scale office uses, but also allows for some retail and service uses.
- C. Business-Retail District (BR). The business-retail district is intended to serve as the core pedestrian-oriented shopping area within the historic downtown area, with uses serving as shopping catalysts to other businesses within the district. Ground floor retail sales and services are encouraged with offices and professional services on upper floors. The business-retail district should support the downtown historic district by encouraging the use of architectural styles which reflect the history of the city and the railroad depot. The business-retail district is divided into two subdistricts, as follows:
 - 1. BR-1. The BR-1 subdistrict ~~contains all properties located within the downtown historic district retail overlay zone pursuant to Chapter 17.37 SMC, and is intended for retail, shopping and dining uses in a pedestrian-oriented environment.~~
 - 2. BR-2. The BR-2 subdistrict contains all properties within the BR district outside of those listed within the BR-1 subdistrict ~~and is intended to contain retail as well as commercial and professional service uses.~~
- D. Office Park District (OP). The office park district is intended to provide areas appropriate for commercial and office uses, such as medical, dental, and other professional services.
- E. Planned Commercial/Industrial District (PCI). The planned commercial/industrial district is intended to provide areas in the city for master planned commercial/industrial uses, which might include single- or mixed-use retail, office, light industrial and open space uses. All development on parcels of two acres or larger upon which more than one principal structure is to be constructed shall be subject to the requirements of this chapter.
- F. Industrial District (I). The industrial district is intended to provide areas for a broad range of light industrial uses, and includes heavy/resource-based industrial uses as conditional uses. This district is also known as the resource extraction district. (Ord. 1203 § 7, 2018; Ord. 1198 § 22 (Exh. D), 2017; Ord. 1066 § 3, 2010; Ord. 980 § 2, 2005; Ord. 744 § 2, 1995).

Chapter 17.37, ~~DOWNTOWN HISTORIC DISTRICT~~ RETAIL USE OVERLAY ZONE

17.37.010, Created.

There is hereby created a special purpose zoning classification to be known as the ~~downtown historic district retail use overlay zone, the boundary of which shall include all lots and parcels fronting on Railroad Avenue S.E. from the southerly margin of the right-of-way of S.E. Northern Street at its intersection with Railroad~~

~~Avenue to a line intersecting Railroad Avenue defined as the southerly property boundary of 8250 Railroad Avenue S.E., commonly known as the Town Pump extended, be depicted on the official zoning map.~~

17.37.030, Special use regulations within ~~downtown historic district overlay zone~~ retail use overlay.

A. Subject to the underlying use regulations of this title, and subject to the provisions of SMC 17.37.040, within the ~~historic district retail use overlay zone~~ at least ~~75-90~~ percent of the storefronts ~~facing Railroad Avenue S.E. and Falls Avenue on Railroad Avenue S.E.~~ shall be occupied by retail uses, and no more than ~~25-10~~ percent of storefronts shall be occupied by nonretail uses. For purposes of this section, a “storefront” shall mean separately owned or leased ground floor premises with a separate ~~entrance in the retail use overlay~~ ~~entrance on Railroad Avenue S.E.~~ A building may have one or more storefronts. ~~Permanent supportive housing, transitional housing, and emergency housing or shelter uses as defined in Chapter 17.10- and City-occupied buildings in the retail use overlay fronting on Railroad Avenue S.E.~~ shall not be included within the definition of “storefront.”

B. The director shall establish and maintain a list by address of all storefronts within the ~~downtown historic district retail use overlay zone~~ and a determination of whether such storefront is occupied by a retail use. The list shall include a calculation of the percentage of storefronts occupied by retail uses as of the date of the list. The list shall be updated prior to the issuance of any business license for a business intending to locate in any storefront ~~in the retail use overlay fronting on Railroad Avenue S.E. within the downtown historic district retail overlay district.~~ No business license shall be issued for any business proposing to locate in a ground floor storefront ~~in the retail use overlay on Railroad Avenue S.E. within the downtown historic district retail overlay zone~~ unless the director certifies that the issuance of such business license is in compliance with the requirements of subsection A of this section; provided, the renewal of business licenses for businesses in existence as of the effective date of the ordinance codified in this chapter shall not be prohibited by this section.

C. ~~Second-story uses and storefronts and second-story uses fronting on Falls Avenue S.E. or Maple Avenue S.E. located outside the retail use overlay~~ shall be subject to the underlying zoning only and shall not be subject to the special use regulations of this chapter. (Ord. 1198 § 22 (Exh. D), 2017; Ord. 869 § 1, 2000).

17.37.040, Waiver of special use regulations.

~~A) The owner or authorized agent of the owner of any premises subject to the special use regulations of SMC 17.37.030 may apply for a waiver of such regulations upon making a written application therefor describing the premises by address, the last retail use, the date such premises became vacant, the proposed nonretail use, and the date such proposed nonretail lease is proposed to commence. The application shall be supported by declaration signed under penalty of perjury setting forth the facts supporting the application. The grounds for such waiver shall be as follows:~~

- ~~1) Such premises are vacant;~~
- ~~2) Such owner or agent has made a good faith effort to lease the premises for a retail use for a period greater than 120 days from the latter of the date of vacancy and the date of commencement of efforts to lease the premises for a retail use;~~

- 94 ~~3) Such owner or agent has offered the premises for lease for a retail use at a rate no higher than~~
- 95 ~~the rate for the proposed nonretail use and upon other terms and conditions at least as favorable;~~
- 96
- 97 ~~4) Despite such good faith efforts, such owner or agent has not been able to lease the premises for a~~
- 98 ~~retail use and such premises remain vacant; and~~
- 99
- 100 ~~5) Such owner or agent has not offered the premises to a potential nonretail user prior to the date of~~
- 101 ~~application for the waiver.~~
- 102
- 103 ~~B) Such application and declaration shall be supported by copies of the following documentation:~~
- 104
- 105 ~~1) Copies of all published and nonpublished advertising or other solicitations offering the premises~~
- 106 ~~for lease, including but not limited to newspaper advertisements, circulars or flyers, and~~
- 107 ~~advertisements used by brokers or agents, with annotations as to the date and place of publication;~~
- 108
- 109 ~~2) A list of potential retail users contacted or expressing interest in leasing the premises, and the reason~~
- 110 ~~of each potential user for not leasing the premises, if known; and~~
- 111
- 112 ~~3) Any other document the owner or agent desires to have considered by the director.~~
- 113
- 114 ~~C) The planning commission shall review all requests for waivers under this section. The planning~~
- 115 ~~commission shall review and evaluate a waiver request at a regularly scheduled meeting within 30 days~~
- 116 ~~following receipt of a complete application for a waiver. The planning commission director shall make~~
- 117 ~~a decision on the waiver request by majority vote to either approve or deny the waiver; issue a written~~
- 118 ~~decision allowing or denying the waiver within 14 days of receipt of a complete application; provided,~~
- 119 ~~the application shall be allowed unless the director/planning commission affirmatively finds that one or~~
- 120 ~~more of the grounds of subsection A of this section have not been met, or the application or declaration~~
- 121 ~~is fraudulent or not made in good faith. The director shall prepare a written notice of decision reflecting~~
- 122 ~~the decision of the planning commission. The notice of director's decision shall be mailed to the~~
- 123 ~~applicant by certified mail, return receipt requested, and by ordinary mail. The effective date of the~~
- 124 ~~decision shall be deemed to be the date of mailing of the notice of decision.~~
- 125
- 126 ~~A) The decision of the on the waiver request director may be appealed to the planning commission hearing~~
- 127 ~~examiner by filing a written notice of appeal with the city clerk, setting forth the factual and legal basis~~
- 128 ~~of the appeal within 10 days of the date of the director's decision. The planning commission shall hold~~
- 129 ~~a hearing thereon at a regular meeting not less than seven nor more than 30 days from the date of filing~~
- 130 ~~of the appeal, and shall immediately deliberate and decide the matter upon conclusion of the hearing.~~
- 131 ~~The planning commission shall issue a written decision signed by the chairman within five business~~
- 132 ~~days after the hearing, which written decision shall be final unless appealed to superior court. (Ord.~~
- 133 ~~1198 § 22 (Exh. D), 2017; Ord. 884 § 1, 2001; Ord. 869 § 1, 2000).~~
- 134
- 135 **17.37.050 Revocation of waiver for fraud.**
- 136 ~~A) The planning commission may revoke a waiver granted pursuant to SMC 17.37.040, and any business~~
- 137 ~~license issued in reliance thereon, after a hearing on notice to the property owner and holder of the~~
- 138 ~~business license, upon the grounds that such waiver was obtained by a material misrepresentation in~~
- 139 ~~the application, declaration or supporting documents. For purposes of this section, a "material~~
- 140 ~~misrepresentation" is a false statement upon which reliance was placed in order to find the existence of~~

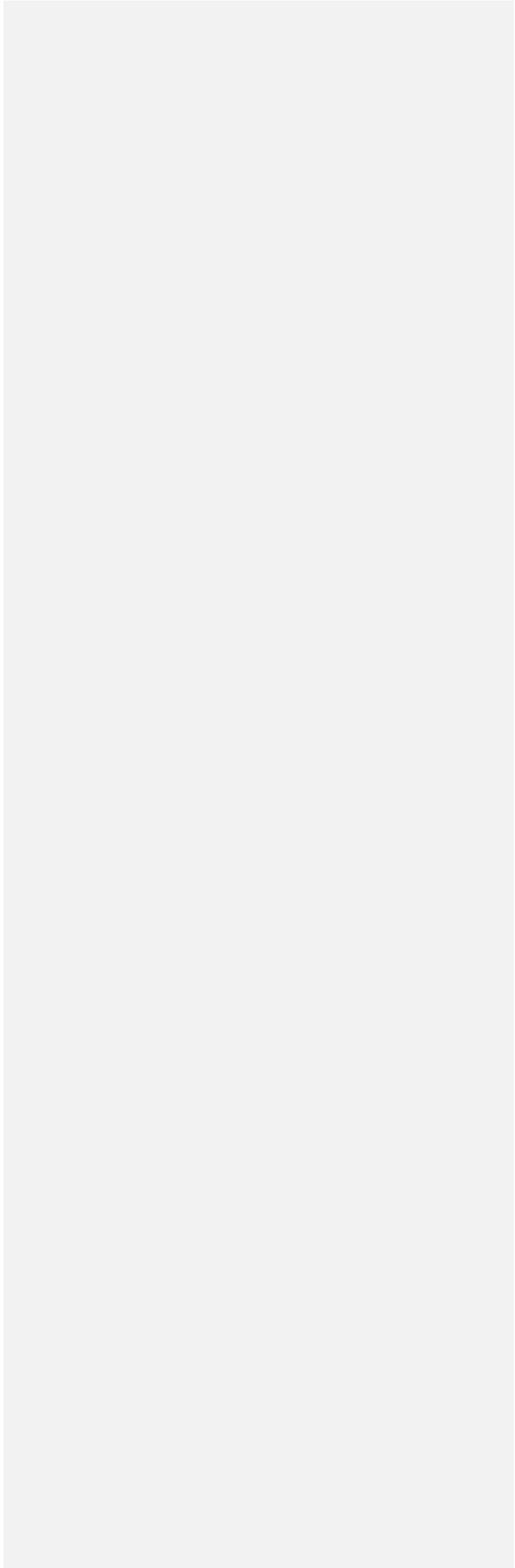
Formatted

Formatted: Font: (Default) Arial, 9.5 pt, Font color: Custom Color(RGB(41,43,44)), Ligatures: None
Formatted: Indent: Left: 0.25", No bullets or numbering

Formatted: Indent: Left: 0.5", No bullets or

Snoqualmie Municipal Code Title 17 | Retail Waiver Amendments (DRAFT) ATTACHMENT 2

141 ~~one or more of the grounds for granting the waiver. (Ord. 1198 § 22 (Exh. D), 2017; Ord. 869 § 1,~~
142 ~~2000).~~
143



SMC Retail Waivers Amendments: Staff Responses to October 21, 2024 Public Hearing Comments

#	Comment / Question	Explanation
1.	How will a rezone to retail effect current property taxes? Will taxes increase as a result of retail zoning, thus creating an undue hardship on current residents/property owners?	The Proposal does not modify the underlying zoning of the parcels. All parcels affected by the proposed ordinance are already zoned either BR-1 (“Business Retail 1”) or BR-2 (“Business Retail 2”). The King County Assessor determines the appropriate categorization for the purpose of property taxation based upon the actual use of the property; the City’s zoning designation is not used to determine property taxes.
2.	Will current residents/property owners be able to sell their homes as residential, or are they required to sell to a buyer who will put retail in said space?	All existing ground-floor residential uses are considered non-conforming uses under the current code; non-conforming uses such as these may continue to exist in perpetuity, including when a property containing a non-conforming use is bought or sold, subject to the provisions of SMC 17.55.040.
3.	How will a rezone affect the historic district overlay?	The Proposal does not modify the underlying zoning of the parcels. The proposal would expand the ground floor retail use requirements that already apply to parcels zoned BR-1, in the Historic District Overlay, to apply also to parcels in Downtown Snoqualmie zoned BR-2.
4.	Many of the lots in question are small and a retail building may require a tear down and rebuild. The ordinances in place are strict and require an adherence to the surrounding historic buildings.	No tear down/rebuild is mandated by the Proposal. Modifications to structures within the Historic District remain subject to review as described by SMC 17.35.
5.	Is this an attempt to dismantle the historic district?	No modifications to SMC Chapter 17.35, Historic District Overlay Zones and Landmarks, are proposed. The Planning Commission’s stated purpose of the Proposal is to bolster and emphasize Snoqualmie’s walkable retail districts, including the Downtown Historic District.
6.	The homes in question already have commercial/residential zoning in place. What is the reason for shifting to a more restrictive retail zoning?	The Proposal does not modify the underlying zoning of the parcels. The Proposal regulates the types and quantities of retail uses allowed within the Downtown Historic District Retail Overlay Zone; the underlying BR-1 and BR-2 zoning is not affected by the Proposal. The Planning Commission’s stated purpose for expanding the overlay zone is to encourage the occurrence of retail uses within Downtown Snoqualmie to increase walkability and preserve the feel of Snoqualmie’s Downtown. Retail use restrictions do not apply to non-conforming uses, subject to SMC 17.55.040.

#	Comment / Question	Explanation
7.	Is this an attempt to dismantle residential downtown to create condo/retail buildings as in North Bend?	The Proposal does not affect requirements that apply to existing or potential future residential uses in Snoqualmie’s Downtown.
8.	This is spot zoning — which is illegal — and by designating these few homes as retail, you are violating property owner’s rights and jeopardizing said property owner’s health, safety, and welfare.	Spot zoning is generally characterized by parcel-specific rezoning that is incongruent with the pattern of overall land use in the vicinity, or is inconsistent with a City’s Comprehensive Plan. In this case, the Proposal is characterized by neither: the retail overlay zone would be extended from the current BR-1 area to also encompass adjacent BR-2 zoned parcels – both of which are existing retail zones, and all parcels affected by the Proposal are designated for retail use according to the Comprehensive Plan. Given the distribution of the affected area, this is considered an area-wide rezone.
9.	I do not support the proposal to remove the waiver process. This proposed change removes an important guardrail for property owners within the affected zone if they are not able to find tenants to utilize their property. The current language provides a very detailed, lengthy, and thoughtful process to apply for a waiver. Eliminating this waiver process would increase already high risks of commercial property ownership in an economic environment where commercial property has been underperforming other real estate activities. Additionally, this change provides no benefit to property owners, while simultaneously providing the director the ability to wash their hands of any responsibility to assist struggling property owners. Perhaps inadvertently, this change presents itself as a move by the city government to reduce their own workload at the expense of property owners.	Comment Noted. No clarification required.
10.	I do not support the proposal to increase the minimum percentage of storefronts to 90%. The definition of a retail use for the Downtown Historic District Retail Overlay Zone is very restrictive. The current 75% mix allows for some built in demand for owners who do have a retail use storefront. For example, "nonretail" businesses such as professional services businesses described in 17.37.020(D) provide co-located demand for the retail business within the Overlay Zone. These "nonretail" businesses provide a more stable and less seasonal customer base for retail business in the Overlay Zone, which leads to less turnover in retail	Comment Noted. No clarification required.

#	Comment / Question	Explanation
	businesses over time. An increase to 90% would likely lead to more turnover in retail business as they compete for the limited supply of tourist and commuting foot traffic that flows through the downtown area.	
11.	I do not support the proposal to expand the Retail District Overlay zone in Downtown Snoqualmie, specifically when combined with the proposed change #3 and proposed change #4. Additionally, further clarification of the impact of section 17.37.030(C) needs to be addressed. The second story use of storefronts in parcels impacted by the proposed change has not been addressed in the public hearing notice letter. This omission should be rectified so that property owners can fully assess the impact of the proposed change. In the absence of any guidance provided by the public hearing notice letter, I believe that if new parcels are brought into the Retail District Overlay zone, their second story uses should be subject to the underlying zoning only and not be subjected to the special use regulations.	The amendments to SMC 17.37.30.C clarify that the ground-floor retail use requirement does not apply to second story uses within the retail overlay zone, or to ground-floor uses outside the retail overlay zone. In other words, second story uses are subject solely to the underlying zoning (BR-1 or BR-2) and are not subject to the retail use requirements of SMC 17.37.
12.	Tearing down houses and putting up 4-story condos is not in keeping with historic feel of the neighborhood.	The Proposal does not modify the development standards in the BR-1 and BR-2 zone. Demolition, remodeling, and new construction continue to be subject to the Historic District Design Guidelines and approvals process within the Downtown Snoqualmie Historic District.
13.	How will retail zoning affect property values in these areas?	Concerns noted, city staff cannot reliably forecast valuation impacts of retail use requirements.
14.	Can homes affected by the Proposal continue to be used as residences?	Non-conforming residential uses affected by the Proposal may continue as they exist in their current form, subject to the non-conforming use provisions of SMC 17.55.040.
15.	Can I use the property for both retail and residential purposes?	Properties affected by the Proposal may be used for residential and retail purposes; however, pursuant to the existing BR-1 and BR-2 use regulations and development standards, new residential, retail, or other uses are subject to the provisions of SMC 17.55 and SMC 17.37. The continuation of non-conforming uses or structures is subject to SMC 17.55.040.

#	Comment / Question	Explanation
16.	Will the Proposal limit the ability to rent out an ADU as an office or other use?	As is the case with all parcels in the City, allowed uses are subject to the zoning and use standards found in SMC 17.55. The Proposal does not modify these underlying zoning requirements, but would require that ground-floor tenant spaces facing the street contain qualifying retail uses.
17.	Non-conforming residential uses being added will skew the 90% retail ratio and make it impossible to achieve, preventing future non-retail uses from locating as part of the 10% allowance.	Non-conforming uses, supportive housing uses as defined by the SMC, and City-owned buildings are not included in the calculation of the 90% minimum retail use requirement.
18.	Non-conforming residential uses face issues expanding the footprint of their house. If a house falls out of residential use for 2 years, it loses its non-conforming status.	The Proposal does not affect non-conforming use regulations within the City. Additionally, the Proposal will not create any additional non-conforming uses. Non-conforming uses continue to be regulated by SMC 17.55.040.
19.	New retail uses may overwhelm infrastructure and cause new traffic.	No new retail zoning is proposed. The Proposal affects properties that are already zoned for retail and commercial uses within the BR-1 and BR-2 zones.
20.	There is no need for additional retail space in the Downtown, retail is a difficult landscape and the Proposal could cause storefront vacancies.	Comment noted. No clarification required.
21.	Stakeholder meetings included only merchants, and did not notice residential and commercial property owners.	<p>Stakeholder outreach was conducted in the following manners:</p> <ul style="list-style-type: none"> • 05/02/2024: In-person, at Downtown Merchants Meeting. • 05/08/2024: In-person, Snoqualmie Ridge Merchants Meeting • 06/17/2024: Mailing notice to all property owners for parcels in BR-1 zone, as listed by the King County Assessor. • 06/25/2024, at 10:00 AM and 4:00 PM: Two online information sessions noticed to all property owners on 06/17 for parcels in BR-1 zone, as listed by King County Assessor. • 10/11/2024: Mailing notice of public hearing to all property owners for parcels in the BR-2 zone, as listed by the King County Assessor, online at the City’s website, and posting in the Seattle Times. • 10/21/2024: Planning Commission Public Hearing

ORDINANCE NO. 1306

**AN ORDINANCE OF THE CITY OF SNOQUALMIE, WASHINGTON,
AMENDING VARIOUS SECTIONS OF CHAPTER 17.20 AND CHAPTER
17.37 OF THE SNOQUALMIE MUNICIPAL CODE TO AMEND RETAIL
USE REQUIREMENTS IN THE DOWNTOWN HISTORIC DISTRICT
RETAIL USE OVERLAY**

WHEREAS, within the Snoqualmie Downtown Historic District Retail Overlay, Snoqualmie Municipal Code (“SMC”) Section 17.37.040 currently requires that 75% of ground floor storefronts contain a bona-fide retail use, as defined by SMC 17.37.020, with a waiver from this requirement available if lessors of affected property demonstrate a good-faith effort to lease the premise to a bona-fide retail use for a period of 120 days; and

WHEREAS, the Chair of the Snoqualmie Economic Development Commission sent a letter to the Council Community Development Committee in December 2023 recommending draft amendments to SMC Section 17.37.040, Waiver of special use regulations, proposing revisions to increase the ground-floor storefront retail use requirement from 75% to 100% within the Downtown Historic District Retail Overlay, and to increase the amount of time lessors must demonstrate a good-faith effort to lease property to a retail use from 120 days to 180 days; and

WHEREAS, the Community Development Committee indicated that a requirement of 100% retail uses within the Retail Overlay was too high, and that a 180-day requirement to demonstrate a good-faith effort to lease to a bona-fide retail use was too short, and suggested that the definition of retail use should be examined; and

WHEREAS, staff conducted public outreach to gather community input and appropriately noticed the amendments in the following manner: Community Development Department staff attended and discussed the amendments with the Downtown Business Association and the Ridge Merchants Association on May 2, 2024 and May 8, 2024, respectively; notice was issued for a public hearing by the Planning Commission on October 21, 2024; notice of a reopened public hearing by the Planning Commission was issued and mailed on December 2, 2024; and

WHEREAS, the input received from the public by the Planning Commission informed the modifications made to the amendments by the Planning Commission, during meetings held on May 6, 2024, May 20, 2024, May 28, 2024, July 1, 2024, August 5, 2024, September 3, 2024, October 7, 2024, October 21, 2024, and December 2, 2024; and

WHEREAS, as a result of public outreach and Planning Commissioner efforts, the Planning Commission proposed to increase the ground-floor storefront retail use requirement from 75% to 90%, to expand the extents of the Downtown Historic District Retail Overlay to include all parcels zoned “BR-1” and select parcels along Falls Avenue in Downtown Snoqualmie and to depict this change upon the zoning map, to remove parcels zoned “OS-2” from the Retail Overlay, and to repeal the retail waiver process from the SMC altogether; and

WHEREAS, Comprehensive Plan Goal LU-2 directs the City of Snoqualmie to tell the story of Snoqualmie’s history and identity through buildings, districts, and landscape (with sustainable development) that fosters civic pride; and

WHEREAS, the required 60-day notice was sent to the State of Washington Department of Commerce on October 4, 2024; and

WHEREAS, a SEPA DNS was issued for this non-project action on November 21, 2024; and

WHEREAS, the Planning Commission held a public hearing on October 21, 2024 to receive testimony on the proposed code amendments, and held a second duly-noticed reopened public hearing on December 2, 2024 to receive additional testimony on the proposed code amendments; and

WHEREAS, the Planning Commission, by motion on January 21, 2025, unanimously recommended approval of the proposed amendments; and

WHEREAS, the Community Development Committee of the Snoqualmie City Council reviewed the Planning Commission’s recommendation on April 8, 2025, April 21, 2025, and May 5, 2025; and

WHEREAS, the Snoqualmie City Council has considered the recommendations of the Community Development Committee, the Planning Commission, and City Administration and has determined to take the actions set forth in this ordinance:

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

Section 1. Amendment of Chapter 17.20 SMC. Snoqualmie Municipal Code section 17.20.020, line 18 through line 24, are amended to include the text as shown in Exhibit A, attached hereto.

Section 2. Amendment of Chapter 17.37 SMC. Snoqualmie Municipal Code section 17.37.010, line 41 through line 44, are amended to include the text as shown in Exhibit A, attached hereto.

Section 3. Amendment of Chapter 17.37 SMC. Snoqualmie Municipal Code section 17.37.030, is amended as shown in Exhibit A, attached hereto.

Section 4. Repeal of Chapter 17.37 SMC. Snoqualmie Municipal Code section 17.37.040 is repealed in its entirety, as shown in Exhibit A, attached hereto.

Section 5. Repeal of Chapter 17.37 SMC. Snoqualmie Municipal Code section 17.37.050 is repealed in its entirety, as shown in Exhibit A, attached hereto.

Section 6. Severability. If any one or more section, subsection, or sentence of this ordinance or the Snoqualmie Municipal Code amendments adopted or repealed in any portion of

this ordinance are held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portion of this ordinance or the Snoqualmie Municipal Code sections, and the same shall remain in full force and effect.

Section 7. Corrections by City Clerk or Code Reviser. Upon approval of the City Attorney, the City Clerk, and either the Community Development Department Director or the Parks and Public Works Department Director, as applicable, code revisers are authorized to make necessary corrections to this ordinance and Snoqualmie Municipal Code sections, including the correction of clerical errors; references to other local, state or federal laws, codes, rules, or regulations; or ordinance or Snoqualmie Municipal Code section numbering and section/subsection numbering.

Section 8. Effective Date. This ordinance shall be effective five (5) days after passage and publication, as provided by law.

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

Katherine Ross, Mayor

Attest:

Approved as to form:

Deana Dean, City Clerk

Dena Burke, City Attorney

EXHIBIT A

1 **17.20.020, Commercial/industrial districts.**

2 The following commercial/industrial districts are hereby established:

- 3
- 4 A. Business-General District (BG). The business-general district is intended to accommodate a broad range of retail
5 and commercial uses, including businesses and services that are of a larger scale or are inappropriate for the
6 historic downtown area, such as certain automotive services and limited light-industrial uses.
- 7
- 8 B. Business-Office District (BO). The business-office district is intended principally for providing space within the
9 city for smaller-scale office uses, but also allows for some retail and service uses.
- 10
- 11 C. Business-Retail District (BR). The business-retail district is intended to serve as the core pedestrian-oriented
12 shopping area within the historic downtown area, with uses serving as shopping catalysts to other businesses
13 within the district. Ground floor retail sales and services are encouraged with offices and professional services
14 on upper floors. The business-retail district should support the downtown historic district by encouraging the use
15 of architectural styles which reflect the history of the city and the railroad depot. The business-retail district is
16 divided into two subdistricts, as follows:
- 17
- 18 1. BR-1. The BR-1 subdistrict ~~contains all properties located within the downtown historic district retail~~
19 ~~overlay zone pursuant to Chapter 17.37 SMC, and is intended for retail, shopping and dining uses~~ in a
20 pedestrian-oriented environment.
 - 21 2. BR-2. The BR-2 subdistrict contains all properties within the BR district outside of those listed within
22 the BR-1 subdistrict ~~and is intended to contain retail as well as commercial and professional service~~
23 ~~uses.~~
- 24
- 25
- 26 D. Office Park District (OP). The office park district is intended to provide areas appropriate for commercial and
27 office uses, such as medical, dental, and other professional services.
- 28
- 29 E. Planned Commercial/Industrial District (PCI). The planned commercial/industrial district is intended to provide
30 areas in the city for master planned commercial/industrial uses, which might include single- or mixed-use retail,
31 office, light industrial and open space uses. All development on parcels of two acres or larger upon which more
32 than one principal structure is to be constructed shall be subject to the requirements of this chapter.
- 33
- 34 F. Industrial District (I). The industrial district is intended to provide areas for a broad range of light industrial uses,
35 and includes heavy/resource-based industrial uses as conditional uses. This district is also known as the resource
36 extraction district. (Ord. 1203 § 7, 2018; Ord. 1198 § 22 (Exh. D), 2017; Ord. 1066 § 3, 2010; Ord. 980 § 2,
37 2005; Ord. 744 § 2, 1995).
- 38

39 Chapter 17.37, ~~DOWNTOWN HISTORIC DISTRICT~~ RETAIL USE OVERLAY ZONE

40

41 **17.37.010, Created.**

42 There is hereby created a special purpose zoning classification to be known as the ~~downtown historic district retail use~~
43 ~~overlay zone, the boundary of which shall include all lots and parcels fronting on Railroad Avenue S.E. from the southerly~~
44 ~~margin of the right-of-way of S.E. Northern Street at its intersection with Railroad Avenue to a line intersecting Railroad~~
45 ~~Avenue defined as the southerly property boundary of 8250 Railroad Avenue S.E., commonly known as the Town Pump~~
46 ~~extended be depicted on the official zoning map.~~

47

48 **17.37.030, Special use regulations within ~~downtown historic district overlay zone~~ retail use overlay.**

- 49 A. Subject to the underlying use regulations of this title, and subject to the provisions of SMC 17.37.040, within
 50 the ~~historic district retail use overlay zone~~ at least ~~75-90~~ percent of the storefronts ~~facing Railroad Avenue S.E.~~
 51 ~~and Falls Avenue on Railroad Avenue S.E.~~ shall be occupied by retail uses, and no more than ~~25-10~~ percent of
 52 storefronts shall be occupied by nonretail uses. For purposes of this section, a "storefront" shall mean separately
 53 owned or leased ground floor premises with a separate ~~entrance in the retail use overlay~~ ~~entrance on Railroad~~
 54 ~~Avenue S.E.~~. A building may have one or more storefronts. ~~Permanent supportive housing, transitional housing,~~
 55 ~~and emergency housing or shelter uses as defined in Chapter 17.10- and City-occupied buildings in the retail use~~
 56 ~~overlay fronting on Railroad Avenue S.E.~~ shall not be included within the definition of "storefront."
 57
- 58 B. The director shall establish and maintain a list by address of all storefronts within the ~~downtown historic district~~
 59 ~~retail use overlay zone~~ and a determination of whether such storefront is occupied by a retail use. The list shall
 60 include a calculation of the percentage of storefronts occupied by retail uses as of the date of the list. The list
 61 shall be updated prior to the issuance of any business license for a business intending to locate in any storefront
 62 ~~in the retail use overlay fronting on Railroad Avenue S.E. within the downtown historic district retail overlay~~
 63 ~~district.~~ No business license shall be issued for any business proposing to locate in a ground floor storefront ~~in~~
 64 ~~the retail use overlay on Railroad Avenue S.E. within the downtown historic district retail overlay zone~~ unless
 65 the director certifies that the issuance of such business license is in compliance with the requirements of
 66 subsection A of this section; provided, the renewal of business licenses for businesses in existence as of the
 67 effective date of the ordinance codified in this chapter shall not be prohibited by this section.
 68
- 69 C. ~~Second story uses and s~~Storefronts ~~and second-story uses fronting on Falls Avenue S.E. or Maple Avenue~~
 70 ~~S.E. located outside the retail use overlay~~ shall be subject to the underlying zoning only and shall not be subject
 71 to the special use regulations of this chapter. (Ord. 1198 § 22 (Exh. D), 2017; Ord. 869 § 1, 2000).
 72

73 **17.37.040, Waiver of special use regulations.**

74 ~~A) The owner or authorized agent of the owner of any premises subject to the special use regulations of SMC 17.37.030~~
 75 ~~may apply for a waiver of such regulations upon making a written application therefor describing the premises by~~
 76 ~~address, the last retail use, the date such premises became vacant, the proposed nonretail use, and the date such~~
 77 ~~proposed nonretail lease is proposed to commence. The application shall be supported by declaration signed under~~
 78 ~~penalty of perjury setting forth the facts supporting the application. The grounds for such waiver shall be as follows:~~
 79

80 ~~1) Such premises are vacant;~~

81
 82 ~~2) Such owner or agent has made a good faith effort to lease the premises for a retail use for a period greater than~~
 83 ~~120 days from the latter of the date of vacancy and the date of commencement of efforts to lease the premises~~
 84 ~~for a retail use;~~

85
 86 ~~1. Such owner or agent has offered the premises for lease for a retail use at a rate no higher than the rate for the~~
 87 ~~proposed nonretail use and upon other terms and conditions at least as favorable;~~

88
 89 ~~3) Despite such good faith efforts, such owner or agent has not been able to lease the premises for a retail use and~~
 90 ~~such premises remain vacant; and~~

91
 92 ~~4) Such owner or agent has not offered the premises to a potential nonretail user prior to the date of application for~~
 93 ~~the waiver.~~

94
 95 ~~B) Such application and declaration shall be supported by copies of the following documentation:~~

96
 97 ~~1) Copies of all published and nonpublished advertising or other solicitations offering the premises for lease,~~
 98 ~~including but not limited to newspaper advertisements, circulars or flyers, and advertisements used by brokers~~
 99 ~~or agents, with annotations as to the date and place of publication;~~
 100

Formatted: Outline numbered + Level: 3 + Numbering
 Style: i, ii, iii, ... + Start at: 1 + Alignment: Left + Aligned
 at: 0.5" + Indent at: 0.75"

101 2) A list of potential retail users contacted or expressing interest in leasing the premises, and the reason of each
102 potential user for not leasing the premises, if known; and

103
104 3) Any other document the owner or agent desires to have considered by the director.

105
106 C) ~~The planning commission shall review all requests for waivers under this section. The planning commission shall
107 review and evaluate a waiver request at a regularly scheduled meeting within 30 days following receipt of a complete
108 application for a waiver. The planning commission director shall make a decision on the waiver request by majority
109 vote to either approve or deny the waiver; issue a written decision allowing or denying the waiver within 14 days of
110 receipt of a complete application; provided, the application shall be allowed unless the director/planning commission
111 affirmatively finds that one or more of the grounds of subsection A of this section have not been met, or the
112 application or declaration is fraudulent or not made in good faith. The director shall prepare a written notice of
113 decision reflecting the decision of the planning commission. The notice of director's decision shall be mailed to
114 the applicant by certified mail, return receipt requested, and by ordinary mail. The effective date of the decision shall
115 be deemed to be the date of mailing of the notice of decision.~~

116
117 ~~A) The decision of the on the waiver request director may be appealed to the planning commission hearing examiner by
118 filing a written notice of appeal with the city clerk, setting forth the factual and legal basis of the appeal within 10
119 days of the date of the director's decision. The planning commission shall hold a hearing thereon at a regular meeting
120 not less than seven nor more than 30 days from the date of filing of the appeal, and shall immediately deliberate and
121 decide the matter upon conclusion of the hearing. The planning commission shall issue a written decision signed by
122 the chairman within five business days after the hearing, which written decision shall be final unless appealed to
123 superior court. (Ord. 1198 § 22 (Exh. D), 2017; Ord. 884 § 1, 2001; Ord. 869 § 1, 2000).~~

124
125 **17.37.050 Revocation of waiver for fraud.**

126 A) The planning commission may revoke a waiver granted pursuant to SMC 17.37.040, and any business license issued
127 in reliance thereon, after a hearing on notice to the property owner and holder of the business license, upon the
128 grounds that such waiver was obtained by a material misrepresentation in the application, declaration or supporting
129 documents. For purposes of this section, a "material misrepresentation" is a false statement upon which reliance was
130 placed in order to find the existence of one or more of the grounds for granting the waiver. (Ord. 1198 § 22 (Exh. D),
131 2017; Ord. 869 § 1, 2000).

132
133

Formatted: Font: (Default) Arial, 9.5 pt, Font color: Custom Color(RGB(41,43,44)), Ligatures: None

Formatted: Indent: Left: 0.25", No bullets or numbering

Formatted: Indent: Left: 0.5", No bullets or

ORDINANCE NO. 1306

AN ORDINANCE OF THE CITY OF SNOQUALMIE, WASHINGTON, AMENDING VARIOUS SECTIONS OF CHAPTER 17.20 AND CHAPTER 17.37 OF THE SNOQUALMIE MUNICIPAL CODE TO AMEND RETAIL USE REQUIREMENTS IN THE DOWNTOWN HISTORIC DISTRICT RETAIL USE OVERLAY

WHEREAS, within the Snoqualmie Downtown Historic District Retail Overlay, Snoqualmie Municipal Code (“SMC”) Section 17.37.040 currently requires that 75% of ground floor storefronts contain a bona-fide retail use, as defined by SMC 17.37.020, with a waiver from this requirement available if lessors of affected property demonstrate a good-faith effort to lease the premise to a bona-fide retail use for a period of 120 days; and

WHEREAS, the Chair of the Snoqualmie Economic Development Commission sent a letter to the Council Community Development Committee in December 2023 recommending draft amendments to SMC Section 17.37.040, Waiver of special use regulations, proposing revisions to increase the ground-floor storefront retail use requirement from 75% to 100% within the Downtown Historic District Retail Overlay, and to increase the amount of time lessors must demonstrate a good-faith effort to lease property to a retail use from 120 days to 180 days; and

WHEREAS, the Community Development Committee indicated that a requirement of 100% retail uses within the Retail Overlay was too high, and that a 180-day requirement to demonstrate a good-faith effort to lease to a bona-fide retail use was too short, and suggested that the definition of retail use should be examined; and

WHEREAS, staff conducted public outreach to gather community input and appropriately noticed the amendments in the following manner: Community Development Department staff attended and discussed the amendments with the Downtown Business Association and the Ridge

Merchants Association on May 2, 2024 and May 8, 2024, respectively; notice was issued for a public hearing by the Planning Commission on October 21, 2024; notice of a reopened public hearing by the Planning Commission was issued and mailed on December 2, 2024; and

WHEREAS, the input received from the public by the Planning Commission informed the modifications made to the amendments by the Planning Commission, during meetings held on May 6, 2024, May 20, 2024, May 28, 2024, July 1, 2024, August 5, 2024, September 3, 2024, October 7, 2024, October 21, 2024, and December 2, 2024; and

WHEREAS, as a result of public outreach and Planning Commissioner efforts, the Planning Commission proposed to increase the ground-floor storefront retail use requirement from 75% to 90%, to expand the extents of the Downtown Historic District Retail Overlay to include all parcels zoned “BR-1” and select parcels along Falls Avenue in Downtown Snoqualmie and to depict this change upon the zoning map, to remove parcels zoned “OS-2” from the Retail Overlay, and to repeal the retail waiver process from the SMC altogether; and

WHEREAS, Comprehensive Plan Goal LU-2 directs the City of Snoqualmie to tell the story of Snoqualmie’s history and identity through buildings, districts, and landscape (with sustainable development) that fosters civic pride; and

WHEREAS, the required 60-day notice was sent to the State of Washington Department of Commerce on October 4, 2024; and

WHEREAS, a SEPA DNS was issued for this non-project action on November 21, 2024; and

WHEREAS, the Planning Commission held a public hearing on October 21, 2024 to receive testimony on the proposed code amendments, and held a second duly-noticed reopened

public hearing on December 2, 2024 to receive additional testimony on the proposed code amendments; and

WHEREAS, the Planning Commission, by motion on January 21, 2025, unanimously recommended approval of the proposed amendments; and

WHEREAS, the Community Development Committee of the Snoqualmie City Council reviewed the Planning Commission's recommendation on April 8, 2025, April 21, 2025, and May 5, 2025; and

WHEREAS, the Snoqualmie City Council has considered the recommendations of the Community Development Committee, the Planning Commission, and City Administration and has determined to take the actions set forth in this ordinance:

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

Section 1. Amendment of Chapter 17.20 SMC. Snoqualmie Municipal Code section 17.20.020, line 18 through line 24, are amended to include the text as shown in Exhibit A, attached hereto.

Section 2. Amendment of Chapter 17.37 SMC. Snoqualmie Municipal Code section 17.37.010, line 41 through line 44, are amended to include the text as shown in Exhibit A, attached hereto.

Section 3. Amendment of Chapter 17.37 SMC. Snoqualmie Municipal Code section 17.37.030, is amended as shown in Exhibit A, attached hereto.

Section 4. Repeal of Chapter 17.37 SMC. Snoqualmie Municipal Code section 17.37.040 is repealed in its entirety, as shown in Exhibit A, attached hereto.

Section 5. Repeal of Chapter 17.37 SMC. Snoqualmie Municipal Code section 17.37.050 is repealed in its entirety, as shown in Exhibit A, attached hereto.

Section 6. Severability. If any one or more section, subsection, or sentence of this ordinance or the Snoqualmie Municipal Code amendments adopted or repealed in any portion of this ordinance are held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portion of this ordinance or the Snoqualmie Municipal Code sections, and the same shall remain in full force and effect.

Section 7. Corrections by City Clerk or Code Reviser. Upon approval of the City Attorney, the City Clerk, and code revisers are authorized to make necessary corrections to this ordinance and Snoqualmie Municipal Code sections, including the correction of clerical errors; references to other local, state or federal laws, codes, rules, or regulations; or ordinance or Snoqualmie Municipal Code section numbering and section/subsection numbering.

Section 8. Effective Date. This ordinance shall be effective five (5) days after passage and publication, as provided by law.

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

Katherine Ross, Mayor

Attest:

Approved as to form:

Deana Dean, City Clerk

Dena Burke, City Attorney

EXHIBIT A

1 **17.20.020, Commercial/industrial districts.**

2 The following commercial/industrial districts are hereby established:

- 3
- 4 A. Business-General District (BG). The business-general district is intended to accommodate a broad range of retail and commercial uses, including businesses and services that are of a larger scale or are inappropriate for the historic downtown area, such as certain automotive services and limited light-industrial uses.
- 5
- 6
- 7
- 8 B. Business-Office District (BO). The business-office district is intended principally for providing space within the city for smaller-scale office uses, but also allows for some retail and service uses.
- 9
- 10
- 11 C. Business-Retail District (BR). The business-retail district is intended to serve as the core pedestrian-oriented shopping area within the historic downtown area, with uses serving as shopping catalysts to other businesses within the district. Ground floor retail sales and services are encouraged with offices and professional services on upper floors. The business-retail district should support the downtown historic district by encouraging the use of architectural styles which reflect the history of the city and the railroad depot. The business-retail district is divided into two subdistricts, as follows:
- 12
- 13
- 14
- 15
- 16
- 17
 - 18 1. BR-1. The BR-1 subdistrict is intended for retail, shopping and dining uses in a pedestrian-oriented environment.
 - 19
 - 20
 - 21 2. BR-2. The BR-2 subdistrict contains all properties within the BR district outside of those listed within the BR-1 subdistrict and is intended to contain retail as well as commercial and professional service uses.
 - 22
 - 23
 - 24
- 25 D. Office Park District (OP). The office park district is intended to provide areas appropriate for commercial and office uses, such as medical, dental, and other professional services.
- 26
- 27
- 28 E. Planned Commercial/Industrial District (PCI). The planned commercial/industrial district is intended to provide areas in the city for master planned commercial/industrial uses, which might include single- or mixed-use retail, office, light industrial and open space uses. All development on parcels of two acres or larger upon which more than one principal structure is to be constructed shall be subject to the requirements of this chapter.
- 29
- 30
- 31
- 32
- 33 F. Industrial District (I). The industrial district is intended to provide areas for a broad range of light industrial uses, and includes heavy/resource-based industrial uses as conditional uses. This district is also known as the resource extraction district. (Ord. 1203 § 7, 2018; Ord. 1198 § 22 (Exh. D), 2017; Ord. 1066 § 3, 2010; Ord. 980 § 2, 2005; Ord. 744 § 2, 1995).
- 34
- 35
- 36
- 37

38 Chapter 17.37, RETAIL USE OVERLAY

39 **17.37.010, Created.**

40 There is hereby created a special purpose zoning classification to be known as the retail use overlay, the boundary of which shall be depicted on the official zoning map.

41 **17.37.030, Special use regulations within retail use overlay.**

- 42
- 43
- 44 A. Subject to the underlying use regulations of this title, and subject to the provisions of SMC 17.37.040, within the retail use overlay at least 90 percent of the storefronts facing Railroad Avenue S.E. and Falls Avenue shall be occupied by retail uses, and no more than 10 percent of storefronts shall be occupied by nonretail uses. For purposes of this section, a “storefront” shall mean separately owned or leased ground floor premises with a
- 45
- 46
- 47
- 48

Ordinance No.
Published: _____

49 separate entrance in the retail use overlay. A building may have one or more storefronts. Permanent supportive
50 housing, transitional housing, and emergency housing or shelter uses as defined in Chapter 17.10 and City-
51 occupied buildings in the retail use overlay shall not be included within the definition of “storefront.”
52

53 B. The director shall establish and maintain a list by address of all storefronts within the retail use overlay and a
54 determination of whether such storefront is occupied by a retail use. The list shall include a calculation of the
55 percentage of storefronts occupied by retail uses as of the date of the list. The list shall be updated prior to the
56 issuance of any business license for a business intending to locate in any storefront in the retail use overlay. No
57 business license shall be issued for any business proposing to locate in a ground floor storefront in the retail use
58 overlay unless the director certifies that the issuance of such business license is in compliance with the
59 requirements of subsection A of this section; provided, the renewal of business licenses for businesses in
60 existence as of the effective date of the ordinance codified in this chapter shall not be prohibited by this section.
61

62 C. Storefronts and second-story uses located outside the retail use overlay shall be subject to the underlying zoning
63 only and shall not be subject to the special use regulations of this chapter. (Ord. 1198 § 22 (Exh. D), 2017; Ord.
64 869 § 1, 2000).
65

66 A)
67
68
69

PSE Up & Go Electric – Snoqualmie Pole Mounted Charging

May, 2025



Agenda

- Introductions
- Pole charging example
- Program milestones
- Snoqualmie locations
- Questions

Pole Mounted Charging



Partnership approach - We are here!

Item 12.



Partner Meeting

After conducting an initial review, PSE conducts a virtual meeting

Your role

Discuss the program and what to expect as we move forward.



Community Outreach Planning

Collaborate on an outreach plan: how best to leverage channels to solicit feedback from community for preferred locations

Your role

Work with PSE to equitably engage community through existing and/or PSE channels.



Community Input

Execute on community outreach plan using PSE content. PSE collects and evaluates these and other inputs.

Your role

Champion the initiative and community input opportunity through your local networks.



Location Selection

PSE conducts internal review and provides a summary and rationale for chosen locations.

Your role

Review sites and provide road work, new bike/bus lanes, neighborhood activity that could impact locations.



Construction & Connection

PSE will take care of permitting, installation, and interconnection of Pole Chargers.

Your role

Assist with public approval processes and construction logistics if necessary.



Launch & Utilization

Conduct marketing and outreach to EV intenders and drivers within the community about the new charger.

Your role

Partner with PSE on launch activities i.e. communications, events, etc.

35007 SE Swenson St

- Swenson Park
- Replacing existing light or installing decorative pole near light in soft surface



34226 SE Jacobia St

- Jeanne Hanson Community Park
- Proposed dual charger location
- Install decorative pole in soft surface



39903 SE Park St

- Centennial Fields Park
- Install decorative pole in soft surface



Questions?

Item 12.





Department Reports April 2025



Communications Division

Danna McCall, Communications Coordinator
Nicole Wiebe, Community Liaison

38624 SE River Street, Snoqualmie, Washington 98065
 (425) 996-5285 | www.snoqualmiewa.gov

Social Media

- Facebook - 343.6K reach; 671.6K views; 9083 followers (718 new). **Second consecutive month with record engagement.
- X – 3690 followers
- Instagram – 7.1K reach; 21.4K views; 3452 followers (114 new).
- Top Posts: Splashpad testing video (348K views); Historic Falls photo (44.9 K views); I-90 on-ramp closure news release (37.4K views).



Website

- Website users: 22.7K; website sessions: 29.9K; pageviews: 46.9K.
- Top pages: SPD Chief Termination news release, Twin Peaks, Snoqualmie Falls.
- Calendar, Ballfield Conditions, Eggs Hunts also top website destinations.



Department Support

- Mayor: Ross Report; State of the City filming, editing, and post-production work; Spring Newsletter.
- Fire/OEM: new FF badge pinning; weekly blotter.
- Police: weekly blotter; chief news release; e-bike rules/law information.
- Finance: Utility billing payment method change notification graphics.
- PPW: Arbor Day and other Green Snoqualmie events marketing; 384th paving graphics and notifications; Community Center Expansion King County Parks Levy grant application completion and submission.



E-News

- Sent 2298 e-news emails.
- 763 subscribers
- 56.3% open rate; 11% click thru rate.



Community Liaison | Community Outreach

- Three egg-cellent hunts! Teen Flashlight, Bunny Hop Hunt, and Downtown Hopping. The weather was beautiful. Attendance was a bit down, typical when the holiday falls during Spring Break.
- Sip & Stitch Social, a crochet and knit event, April 24, a partnership event with Art Major, new downtown business, and the Snoqualmie Arts Commission was a success. A second event is scheduled for May 29.
- The annual Volunteer Recognition Event was held April 30, at Meadowbrook Farm. Beautiful setting and evening, celebrating 40+ volunteers.
- Attended Downtown Snoqualmie Historic Merchant and Ridge Merchant Group meetings.
- Along with the City Administrator, attended the Region Summit, sponsored by the Seattle Sports Commission, gearing up for the FIFA World Cup in June/July 2026.
- Installation of the business directory in the Downtown Snoqualmie Boardwalk Kiosk.





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

Fire Department Activity April 2025

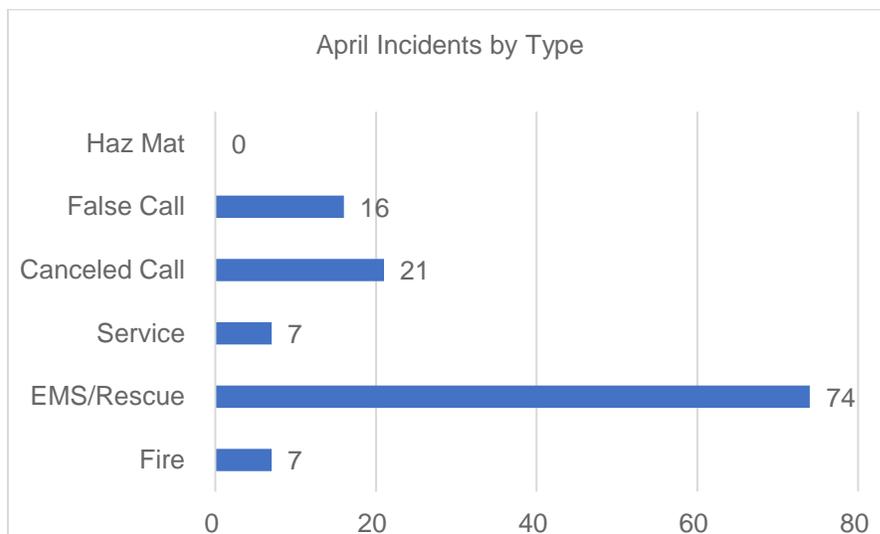
Incident Count April

The Fire Department responded to 125 incidents in April. 58% of the incidents were for emergency medical services and 42% 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

For incidents within the city, the 90th percentile travel time for the first arriving unit responding in emergency mode was 7:19 seconds 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	19	18	1	0	0	0
Engine	10	10	5	1	0	0
Chief Officer	2	0	0	0	0	0
Total	31	28	6	1	0	0

For incidents outside the city, the 90th percentile travel time for the first arriving unit responding in emergency mode was 15:48 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	3	5	4	4	0
Engine	0	7	9	3	3	0
Chief Officer	0	0	0	0	0	0
Total	0	10	14	7	7	0

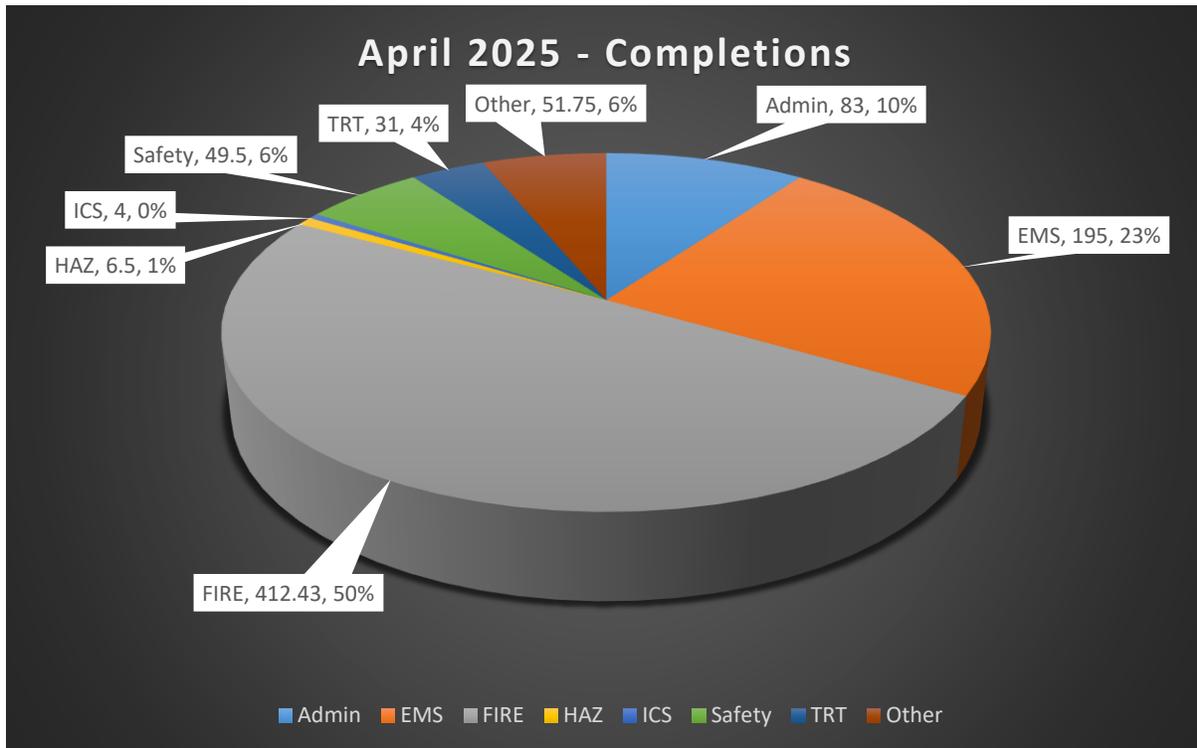
EMS Transports

The Fire Department responded to 74 EMS incidents in April and transported 29 patients to local hospitals. Patients were transported to Swedish Issaquah 38% of the time and Snoqualmie Valley Hospital 55% of the time. Of the transports, 1 originated from outside Snoqualmie's service area (North Bend 1, Fall City 0).

Hospital	Week 1	Week 2	Week 3	Week 4	Week 5	Total
Overlake Hospital	0	1	0	1	0	2
Snoqualmie Valley Hospital	3	5	3	2	3	16
Swedish/Issaquah	0	2	5	3	1	11
Other	0	0	0	0	0	0
Total	3	8	8	6	4	29

Training:

April brought with it several training events for crews to participate in with our training partners from throughout the region. These events included training for multi-company operations, incident command, and firefighter survivability. Through April, we have realized a 50% increase in training hours year-over-year, trending towards breaking previous records. This month, we have six probationary firefighters, which means crews are training almost as much as they are in the office. Crews have trained for over 833 hours, focusing on a combination of fire suppression and rescue (50%), emergency medical services (23%), and safety and administrative topics required by Washington State Labor and Industries (10%). During April, new volunteer testing and onboarding of a new probationary firefighter were conducted, which will lead to increased training throughout the remainder of the year. The following chart compares the training hours by type:



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

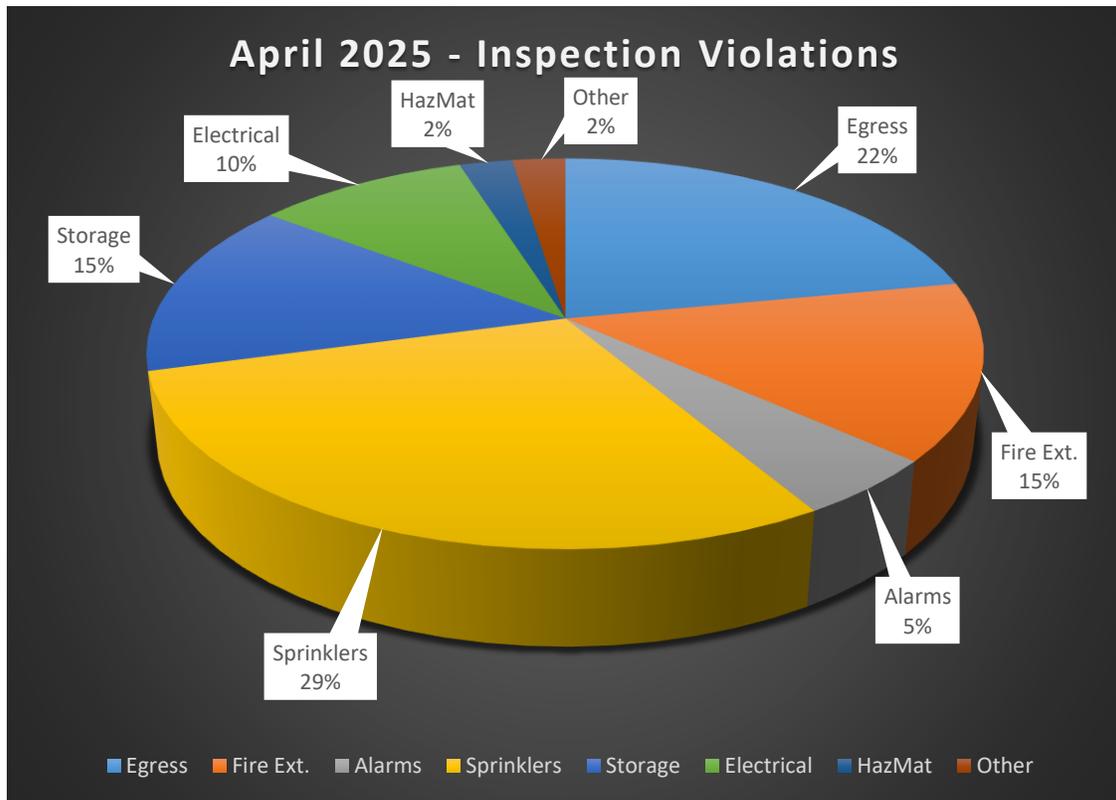
Training – Highlights/Major Topics:

- Driver Training
- Incident Command System – Commercial fires, residential fires
- Forcible entry
- Firefighter – Hose evolutions
- Firefighter – Ladder Evolutions
- Firefighter - Ventilation
- WCIA Supervisor Training
- Safety – State-mandated safety training, firefighter line-of-duty death reviews
- JJ Keller HR Training
- HIPAA/Risk management training
- Trauma and spinal immobilization
- Cardiopulmonary Resuscitation
- Epinephrine/anaphylaxis
- NARCAN/Opiate overdose
- Swiftwater Rescue
- Ropes and Knots
- Chief Officer – CPSE Excellence Conference

Community Risk Reduction

Inspections

In April, crews completed 23 occupancy inspections with 41 violations needing correction. These inspections consisted of business office locations, storefronts, and self-storage units. Many of these inspections resulted in occupancies performing annual maintenance as prescribed by code. The following chart is a breakdown of violations for April 2025:



Public Education

In April, public education and outreach reported the following activities:

- 1 – Public CPR/AED Course (12 Students)
- Attended City Easter Celebration
- Attended Snoqualmie YMCA – Healthy Kids Day

Volunteer Activity

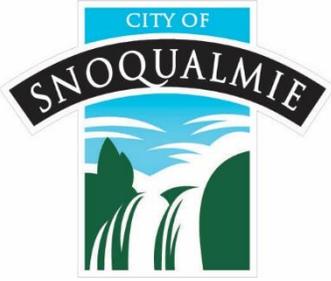
During April, the following activity was recorded for the volunteer group:

- 27 Duty Shifts
- 43 Emergency Responses
- 401 Total hours spent volunteering

One volunteer resigned due to time commitments, leaving 12 volunteers, one of which is a special service volunteer (non-response).

2 volunteer members finished their training to be certified as aid car drivers, leaving 2 of the 12 left to complete the certification.

The department held a volunteer recruitment event in April. 10 individuals participated in the testing process (physical, written test, interview). Following the testing 4 are being moved forward to complete a medical physical and background, the final steps before joining the department.



Information Technology Department

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

April 2025

Dear City Council,

The IT Department has been very busy with supporting our city departments this month. The big news is we were able decommission our old network core. We had an impromptu little event with each member of the IT team shutting off a power supply to say goodbye for its many years of service. The IT team is excited to continue their momentum and are starting to see the positive results of their efforts!

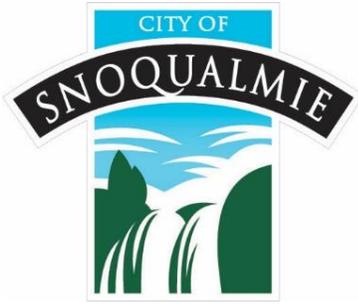
Here are some updates for the month of April:

- We are starting to see a trend with tickets this month. In the last 2 weeks open tickets have dipped down below 20 with 167 tickets resolved since the start of the year. This is a good sign that the team is improving their response time and updating their progress. Our goal for 2025 is to get to 15 open tickets at any given time. We are also working on a revamp of the ticket system to make it easier to report issues so we can track our work better.
- The network infrastructure modernization project is in the final phase. After successfully migrating the network to the new equipment, we have been fixing some of the last issues that always come up after an upgrade. We are now engaging with our consultant in configuring the new design elements.
- The Parks and Public Works Departments are actively engaged with us in migration to the new Cloud VOIP phone system and we will be ready to move in the next month or two. We have also started to do prep work for City Hall to migrate.
- Initial server infrastructure cleanup has been completed. Next steps are to right-size new servers and bring a proposal to council when we are ready to move forward. The goal for this project is to improve redundancy and provide a better experience for our staff accessing their systems.

We will have more details on upcoming and ongoing projects in future updates:

- Simplifying our service desk to better serve our users.
- Extending the cloud VOIP pilot to more City of Snoqualmie locations
- Restructuring and updating our server infrastructure
- Restructuring our IT team responsibilities
- Building new processes for Asset Management

Thank you for your continued support of the IT Department!



PARKS & PUBLIC WORKS DEPT.

Jeff Hamlin, Director
 38194 SE Millpond Road
 Snoqualmie, WA 98065
 425.831.4919 | jhamlin@snoqualmiewa.gov

Monthly Report – April 2025

Public Works General/CIP Projects:

Spring/Summer Operations: Crews are transitioning work activities toward summer operations, including routine mowing schedules, play field preparation, and increased vegetation maintenance.

Tyler Munis Implementation: Public Works has completed initial implementation of the asset management system. All operating divisions are now managing work orders through Tyler Munis. Crews are still learning how to effectively use the system, but getting better each month as each crew adapts the system to their unique work functions. Parks and Public Works has processed approximately 1500 separate work orders in the last month and over 9,600 work orders since implementation in October of last year.

Utility Rate Study: The Utility Rate Study is nearing completion. PPW staff have developed a rate structure and ordinance that was presented to Council in late March. Adoption of the new utility rates is anticipated for May or June this year.

Road Maintenance and Repair: Streets division is currently focused on pavement maintenance with pothole filling and repairing signage. Engineering is currently working on this summer's paving, utility infrastructure, and road maintenance projects. Pothole repairs and basic road maintenance activities have increased with the wet winter conditions and freeze/thaw cycles.

384th Sewer/Sidewalk: Roadway paving is anticipated to be finished in early May, at which point the project will be completed.

Splashpad: Construction of the Splashpad is nearly complete. Performance testing was completed in late April 2025 and crews are circulating water through the system to season the equipment. Signage has been ordered and our Parks crew need to complete a few small odds and ends. Landscaping is nearly completed and we anticipate the facility will be ready for operations by late May.

Water Reclamation Facility Phase 3: Commissioning on the second ditch is still underway and the new system is working well. Ditch 1 has been drained to make small alterations to the system for optimized performance, but will be back online soon. Work activities have shifted to the Kimball Creek Lift station to begin electrical equipment and pump upgrades. Project final completion is anticipated for Summer of 2025.

Reclaimed Irrigation Reservoir: Prospect Construction was selected as the low bidder on this project and approved by Council. Department of Ecology increased the low interest loan amount an addition \$1.8M

to cover nearly the entire construction cost. Construction is anticipated to begin in Summer 2025 with project completion on or before June 30, 2026.

River Trail: Permitting is nearly complete, pending Dept of Ecology review of Shoreline permit. Bidding is anticipated for late May or early June with construction beginning this summer.

Staffing: PPW will begin recruitment for a new administrative assistant in May 2025 following adoption of the Utility Rate adjustments.

Wastewater Division

- Commissioning of the WRF-3 upgrades continues. Primary focus remains on controls and SCADA function. Initial performance data indicates a successful design with improved capacity and operational efficiency.
- Biosolids annual reporting submitted; 100% compliance
- Achieved 100% compliance with NPDES permit requirements
- Reclaim system off season repairs completed
- PM for Collections system cleaning begins
- Reclaim water production begins

Water Division

- Routine maintenance activities, including DOH Reports, meter reads/repairs, valve turning, locates, etc.
- Submitted DOH Reports
- Vactor excavated and capped valve on 384th
- Performed Hospital flow test – repaired damaged hydrant
- GC Systems, Inc serviced all PRV's
- Repaired water line at the Public Works Lease site
- Valve turning controller malfunctioned; under warranty was sent in for replacement
- Meter verifications to address inquiries from Finance Dept
- Initiate startup of irrigation system
- Finish FEMA training classes
- Continue leak detecting
- Hydrant Maintenance

Parks & Streets Division:

- Crews are preparing Community Park for opening of the splash pad, including painting restrooms, striping parking lot, deep clean of skate park, etc.
- Painting Bog board walk to remove vandalism.
- Mowing season is in full swing; crews out daily maintaining park and playfield grass.
- Wayfinding Signs 8 more individual signs left to install
- Ryan and Dalton received there Commercial Driver License certifications in April
- Weekend crew of 2 starts Saturday May 3rd.

Fleet & Facilities Division:

Fleet

- Completed Fire Truck purchase paperwork and coordinated delivery with FD. Fire truck has additional work to be completed at Yakima SeaGraves facility.

- Police SUV's have arrived at Public Works shop. Crews have started the in-service prep, licensing, added to risk pool, and logged into asset management.
- Well #8 Fuel tank (polish) cleaning added Bioxide and will refilter next month; part of the diesel fuel polishing program.
- Side by Side Kubota UTV purchased, added to asset management and risk pool, graphics installed.
- Sweeper Training for Parks and Streets staff completed.
- Continue Generator maintenance program – 3 generators to be serviced in May
- Maintain mowing equipment.

Facilities

- 4 of 8 shop heaters replaced and functioning at Public Works shop facility.
- Installed gun racks in evidence room at PD. More racks to be installed next month.
- Light controls will be installed for outside police impound and parking lot improvements.
- Crews will add water connection at sweeper pad for cleaning and filling of sweeper; as part of developing Street Sweeper/wash rack station
- Fire station prep for 20 year anniversary celebration.

Stormwater & Urban Forestry Division

- 2 Green Snoqualmie Day Events, including 1) Planted 350 trees and shrubs to revitalize the Centennial Rain Garden, and 2) Mulched and pulled blackberries at a restoration site on the Ridge.
- Arbor Day Event - 50 Adults and Kids came out! We planted 18 park trees, had a scavenger hunt that both kids and adults had fun doing. People took 100 trees and shrubs afterwards to plant at home.
- Stormwater - We inspected over 200 Catch Basins using our new ArcGIS inspection form. Example below of a portion of the City. Green is inspected and Yellow “needs to be cleaned”.



- Stormwater - Completed another 8 source control inspections to bring our number to 23 out of 25 required Source Control Inspections for 2025 (“Business Inspections”) using ArcGIS: Survey 123 on our iPads.
- Responded to an IDDE in Swenson E2 Storm pond. Put booms across to soak up oil/gas.
- Vactor truck maintained 7 catch basins, including one clogged CB.
- Pruned 60 street trees.
- Mulched 100 + street trees that were planted 2 years ago as part of tree establishment.
- Identified as many stumps as possible (102 stumps so far in the City that need to be ground) to grind and MADE a work orders for them at each location to increase efficiency both for finding them and closing out work orders when we rent a machine.
- Completed 18 Resident Requests

Department of Corrections Crew Work for March 2025

* Note: DOC had 9 workdays this month*

Work completed at various sites:

- Vegetation; Worked on removing all trees, shrubs, invasive species from entire pond per the Stormwater Vegetation Maintenance SOP. [Five feet outside of fence line down to the water, or as COS property lines permit]
- Fencing; Repaired Fencing along perimeter of pond[s] indicated below.
- Litter Removal; Ponds, locations listed below.
- Mulching; Forest Restoration Sites will be indicated below.

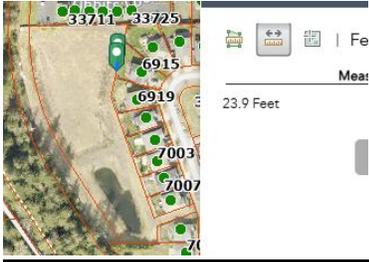
Douglas 2 veg clearance, chip; April 1, 3



Kinsey clean up Litter/debris; April 8



Strouf Fencing; April 9



Swenson W1 [Vaughan] Fence repair; April 11



Fairway veg clearance; April 15



Kinsey fence repair; April 17



Reed Canary Grass @ 3 forks [2 acres], veg maint; March 28



Douglas 1 veg removal [fishing derby 5/3]; April 29, 2025





Gary Horejsi, Interim Police Chief
 34825 SE Douglas St. | PO Box 987
 Snoqualmie, Washington 98065
 (425) 888-3333 | ghorejsi@snoqualmiewa.gov

April 2025

Calls for Service

	Mar 2025	Apr 2025	Apr 2024
Snoqualmie	531	550	543
North Bend	485	542	351

Average Response Times (in minutes & seconds)

April	Priority 1	Priority 2	Priority 3
Snoqualmie	3:16	2:20	3:30
North Bend	1:03	3:07	3:46
March			
Snoqualmie	1:09	2:26	4:07
North Bend	2:56	3:23	4:41

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

Priority 2: Calls that involve a serious crime or incident with potential for violence or escalation but not necessarily an immediate threat to life.

Priority 3: High priority but not an immediate threat.

Thefts	Mar 2025	Apr 2025	Apr 2024
Snoqualmie	5	10	5
North Bend	17	13	10
Vehicle Prowls	Mar 2025	Apr 2025	Apr 2024
Snoqualmie	5	5	4
North Bend	0	2	2
Vehicle Thefts	Mar 2025	Apr 2025	Apr 2024
Snoqualmie	1	2	2
North Bend	1	0	1

Arrests

	2025		2024	
	Apr	YTD	Apr	YTD
Snoqualmie	20	51	12	65
North Bend	19	56	15	75

North Bend Shifts Covered

Apr 2025	107
2025 YTD	475

Crisis Intervention Contacts

	2025		2024	
	Apr	YTD	Apr	YTD
Snoqualmie	10	13	93	208
North Bend	3	6	0	1

Public Records Requests

Apr 2025	57
2025 YTD	210

Items of Importance

Command Staff – Vacancies: 1 (Chief).

Patrol – One officer recruit continues in FTO. SRO recruit continues in FTO. Two officer recruits continue in Academy. Vacancies: 0.

Administrative Staff – Vacancies: 1 (MHP).

Community Events

May 3 – Mt Si Fish and Game Club Kids’ Trout Derby (Sno)

May 4 – Mt. Si Relay and Trail Runs (NB)

May 10 – Sip Suds and Si (NB)

May 31 – Rotary Club of Snoqualmie Valley Challenge Race (Sno)