



## City of Snoqualmie

### Proposed Final 2023-2024 Biennial Budget



Original Proposal: 9/12/2022

Update #1: 10/3/2022

Update #2: 10/13/2022

Update #3: 11/1/2022

Update #4: 11/22/2022



## Table of Contents

<b>Mayor's Budget Message</b>	<b>3</b>
<b>Leadership</b>	<b>5</b>
Mayor	5
City Council	5
City Officials	6
Advisory Boards & Commissions	6
<b>Mission, Vision, Values</b>	<b>9</b>
<b>Council Priorities</b>	<b>10</b>
<b>Budget Process</b>	<b>12</b>
<b>Financial Forecast</b>	<b>14</b>
<b>2023-2024 Biennial Budget Executive Summary</b>	<b>15</b>
<b>General Fund Overview</b>	<b>18</b>
General Fund Sources Summary	19
General Fund Uses Summary	22
Reserve Fund Summary	23
<b>General Fund by Functional Classification</b>	<b>24</b>
Administrative Departments	24
Police (Snoqualmie)	29
Fire & Emergency Management	31
Parks Maintenance	33
Community Development	35
Streets Maintenance	37
Non-Departmental	38
<b>Managerial Funds</b>	<b>39</b>
Arts Activities Fund (#012)	39
North Bend Police Services Fund (#014)	40
Deposits Reimbursement Control Fund (#018)	41
<b>Special Revenue Funds</b>	<b>42</b>
Hotel/Motel Tax Fund (#110)	42
Drug Enforcement Fund (#118)	42
Affordable Housing Fund (#131)	43
ARPA Covid Local Recovery Fund (#150)	44

<b>Governmental Capital Funds</b>	<b>46</b>
Non-Utilities Capital Fund (#310)	46
<b>Enterprise Funds</b>	<b>47</b>
Water Operations Fund (#401)	50
Sewer Operations Fund (#402)	52
Stormwater Operations Fund (#403)	54
Utilities Capital Fund (#417)	56
<b>Internal Service Funds</b>	<b>58</b>
Equipment Replacement & Repair Fund (#501)	58
Information Technology Fund (#502)	60
Facilities Maintenance Fund (#510)	62
<b>Appendices</b>	<b>64</b>
Financial Forecast Working Table	A1
Proposed Budget Ordinance Table	A2
Biennial Budget Comparison Table & Presentation	A3
Organizational Chart	A4
2023-2028 Capital Improvement Plan	A5
Financial Management Policy	A6
Department Presentations	A7
Vehicle & Equipment Replacement Schedule	A8
Glossary of Common Budget Terms	A9



## Mayor's Budget Message

Snoqualmie City Council and Community:

I am pleased to present the City of Snoqualmie's 2023-2024 Biennial Budget which will fund the city's activities for the next two years. This proposed two-year budget totals \$161.5 million, including \$44.3 million for the General Fund, and \$67.2 million in capital investments.

It is my goal that the biennial budget reflects the needs of our community. The entire budget process is a demonstration of the teamwork and diligence of city staff and City Council. I am encouraged by the strength of our local community as we recover from the financial challenges of COVID-19, it is clear that we are a community that supports our own. As we look to the future, I am confident that this balanced budget is fiscally responsible and places us on a good footing for a strong economic future.

This budget reflects using America Rescue Plan Act (ARPA) funds to supplement our revenue losses that occurred during COVID-19 and covers operating expenses negatively impacted by inflation. Cities continue to struggle with revenue limitations such as property taxes, representing 45% of our revenue, which is limited to a 1% annual increase, not including new construction, by state law. We included funding in the budget to improve revenue management oversight and a comprehensive revenue fee study to ensure our service costs are covered. In addition, we are looking at other ways to maximize revenue streams, such as increasing tourism and economic development.

Based on input from the community, the City Council has identified priorities that are evident throughout the budget. These priorities are seen in capital projects that are being funded and specific services that are supported. We took a balanced budget approach to align resources with our need to add staffing resources as our community grows and increases demand for new levels of service.

The biennial budget and capital improvement plan addresses several strategic Council priorities:

- Ensure Fiscal Transparency and Operational Stability
- Assure a Safe Community
- Enhance Quality of Life
- Encourage Economic Vibrancy
- Bolster Neighborhood Livability
- Invest in Transportation & Infrastructure

Council approved the Capital Improvement Plan (CIP) on August 8, 2022. The CIP is a financially sound, responsible, and balanced investment in our community. The plan preserves the City's financially stable condition, provides for the proactive maintenance of critical

infrastructure, and invests strategically in improvements designed to enhance the quality of life for Snoqualmie residents.

Council is currently performing a comprehensive review of all financial policies which are incorporated into the budget, the first review in over a decade. Financial policies help foster confidence in local government by increasing transparency, accountability, and consistency in municipal decision-making.

I would like to thank the City Council for their work in setting priorities that put our community needs first. I would also like to thank our city staff who have labored to make this budget a reality and who continually work so hard to keep our city running smoothly.

It is a pleasure to serve as your Mayor, I am thankful to be a part of such a wonderful community.

Respectfully,

Mayor Katherine Ross



## Leadership

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

### Mayor



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

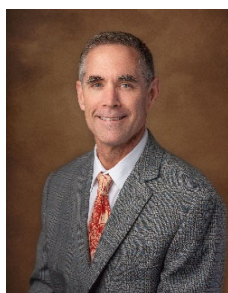
The seven-member City Council establishes municipal code, citywide policies, and provides leadership for the community. The City Council is responsible for providing effective representation for its residents, determine policy, enact ordinances and resolutions, approve contracts, and authorize payment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

### City Council

#### Regular Meetings

**7:00 pm**

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



**Ethan Benson**  
City Council Position 1



**Rob Wotton**  
City Council Position 2



**Bryan Holloway**  
City Council Position 3



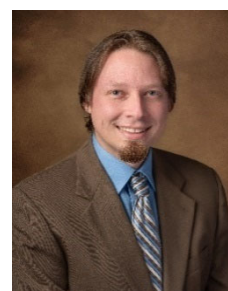
**James Mayhew**  
City Council Position 4



**Matthew Laase**  
City Council Position 5



**Cara Christensen**  
City Council Position 6



**Jolyon Johnson**  
City Council Position 7

## City Officials

### Appointed by City Council:

City Administrator	Mike Sauerwein
City Attorney	Bob Sterbank
Police Chief	Perry Phipps
Fire Chief	Mark Correia
Parks & Public Works Director	Mike Chambless
Finance & Human Resources Director	Jen Ferguson
Community Development Director	Emily Arteche
Information Technology Director	Chris Miller (Interim)

## Advisory Boards & Commissions

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

### Arts Commission

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

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

Pos. No.	Name	Term Expires
1	Steve Pennington	1/31/2024
2	Michelle Tjosvold	1/31/2024
3	Donna Cronk	1/31/2025
4	Nicole Hansen	1/31/2025
5	Catherine Cotton	1/31/2026
6	Dennis Pearce	1/31/2026
7	Sally Mayo	1/31/2025
	Gloria McNeely	Lifetime

### Civil Service Commission

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

#### 6:00 p.m., First Wednesday of the Month

Pos. No.	Name	Term Expires
1	Fuzzy Fletcher	3/31/2024
2	Rod Roadifer	3/31/2026
3	James Rowland	3/31/2024
4	Chris Stephens	3/31/2026
5	Grahame Ross	3/31/2024

## Economic Development Commission

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

## Parks & Events Commission

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

## Planning Commission

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

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

Pos. No.	Name	Term Expires
1	Louis Washington	12/31/2022
2	Joelle Gibson	12/31/2023
3	Rob McDonald	12/31/2022
4	Ryan Seal	12/31/2023
5	Sherry Jennings	12/31/2022
6	Larry Mana'o	12/31/2023
7	Bobbie Harrison	12/31/2022
*	Council Member James Mayhew	
*	Kelly Coughlin, Chamber of Commerce	

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

Pos. No.	Name	Term Expires
1	Emily Anderson	2/28/2025
2	Ryan Pryor	2/28/2024
3	Ian Gray	2/28/2024
4	Heather Palmerini	2/28/2024
5	Paul Sweum	2/28/2025

### 7:30 p.m., First and Third Monday of the Month

Pos. No.	Name	Term Expires
1	Neeraj Mathur	12/31/2023
2	Steve Smith	3/31/2023
3	Andre Testman	12/31/2023
4	Darrel Lambert	12/31/2025
5	Luke Marusiak	12/31/2024
6	Chris Alef	12/31/2025
7	David Goodman	12/31/2023
*	Council Member Jolyon Johnson	

### Lodging Tax Advisory Committee

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

Pos. No.	Name	Term Expires
1	Shannon Galusha	12/31/2022
2	Laurie Hay	12/31/2022
3	Richard Anderson	12/31/2022
4	Kelly Coughlin	12/31/2022
*	Council Member Matt Laase	

### Human Services Advisory Committee

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

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

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

Pos. No.	Name	Term Expires
1	Carol Peterson	3/12/2024
2	Sara Weisel	3/12/2024
3	Jennifer Bragg	3/12/2024
*	Council Member James Mayhew	



## Mission, Vision, & Values

### —VISION—VALUES—MISSION—

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

OR

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

In serving our community, we  
are:

**T**ransparent in every action

**R**esponsive in addressing all  
concerns

**A**ccountable in all we do

**I**nnovative in our work

**T**rustworthy in the eyes of  
those we serve

**S**ustainable fiscally and  
environmentally

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





## Council Priorities

At the 2022 City Council Retreat, and with several new Council Members, the Council updated its priorities for the City in order to focus efforts over the next biennium. Within each priority is a number of aspirational goals to achieve and action items to do. The 2023-2024 Biennial Budget endeavors to support, through funding, the achievement of priorities. Throughout the budget document, the various budget allocations work to achieve these priorities along with the routine and ongoing delivery of services that City departments provide.

### Encourage Economic Vibrancy

#### Goal #1: Attract Retain Development

- Create and promote a Snoqualmie brand identity campaign that supports tourism initiatives.
- Develop business recruitment and retention plans to support existing businesses and attract new businesses to the community.

#### Goal #2: Continue Efforts for Pandemic Recovery

- Develop an action plan to utilize remaining ARPA funds for economic development efforts, to generate sustainable revenue increases or expenditure decreases, and staff retention.

#### Goal #3: Strengthen the City's Employment Base

### Bolster Neighborhood Livability

#### Goal #1: Support Affordable Housing Development

- Address options for affordable housing needs and implement action plans, including the review of zoning standards.

#### Goal #2: Provide Aesthetically Pleasing Streetscapes

- Update street standards to include or enhance pedestrian friendly walkways, street tree placements and continuous sidewalks.

### Invest in Transportation & Infrastructure

#### Goal #1: Maintain Sustainable Streets, Parks, and Utility Infrastructure

- Ensure adequate capital improvements are funded.
- Transfer the Snoqualmie Parkway to the State of Washington.
- Develop a City intermodal transportation plan to connect the City to resources.

## Assure a Safe Community

### Goal #1: Maintain Proactive Community Public Safety Services

- Maintain public safety levels of service by staffing police and fire departments through retention and recruitment efforts, to perform at desired and sustainable levels-of-service.

### Goal #2: Deliver Exceptional First Responder Coverage and Response Times

- Invest in adequate fire apparatus.

## Enhance Quality of Life

### Goal #1: Implement Opportunities to Expand Recreational Programs and Activities

- Expand the Community Center to include a pool.

### Goal #2: Cultivate an Environmentally Conscious Community

- Develop long-term plans to include environmentally friendly aspects throughout the Comprehensive Plan update.
- Expand efforts to communicate the City's efforts to improve the environment.

### Goal #3: Provide Non-motorized Mobility Options for Connecting Neighborhoods and Recreational Amenities.

- Expand options for residents and visitors to locate trails, parks, and outdoor recreational opportunities.

### Goal #4: Enhance Regional Connectivity

- Continue the partnership with King County Metro to provide equitable transportation options for commuters.

## Ensure Fiscal Transparency & Operational Stability

### Goal #1: Reinforce Snoqualmie's Mission, Vision, & Values

- Adopt a strategic plan.

### Goal #2: Maintain an Appropriate Financial Capacity for Present and Future Levels-of-Service

- Adopt sustainable biennial budgets.
- Improve organizational capacity, effectiveness, and efficiency through fully and sustainably staffing administrative, support, and public works operations and functions.
- Maintain the integrity, security, and continuity of the network applications system.



## Budget Process

The City of Snoqualmie adopts a biennial budget and allocates spending over a two-year period. Budget amendments occur periodically and the City is required to update the budget at the end of the first year to allow for expenditure adjustments and new revenue sources that were unforeseen at the time of budget adoption. The budget process begins with the priority setting work of City Council, then an update of the multi-year Capital Improvement Plan (CIP), and finally, development of the proposed biennial budget based on the priorities of Council and the Mayor's direction. The 2023-2024 biennial budget includes **6.6%** and **2.5%** inflationary increases for 2023 and 2024 respectively, above 2022 authorized allocations for supplies and services. Personnel costs and internal service charges were estimated by budget staff. Departments were given the opportunity to propose new positions, reclassified positions, or substitute one position for a currently vacant position, as well as request new or changed programs, activities, studies, or pieces of equipment for the 2023-2024 biennium. As a part of their effort, each department was asked to answer the following questions and classify any "enhancements" they may have to the base budget using the framework below.

**Catch Up:** What does the City need to do to "catch up" to level-of-service expectations or fix existing system deficiencies?

**Keep Up:** What does the City need to do to "keep up" with the growth and changing nature of the community (i.e., maintain levels-of-service)?

**Step Up:** What does the City need to do to "step up" and match the vision the Council and Mayor have for the community (i.e., strategic investments)?

Once departments submitted their budget materials, the Mayor then proceeded to review and evaluate budget requests in order to determine what to propose for funding in the 2023-2024 Biennial Budget. This budget document and the presentations that follow reflect those decisions.

The following is the 2023-2024 Biennial Budget Development Calendar which outlines Council's year-long involvement in budget process. Critical pieces that influence and flow into the 2023-2024 Biennial Budget have been captured within the calendar and have been incorporated into this document.



## City of Snoqualmie 2023-2024 Biennial Budget Development Calendar

2022 Dates	Council, Committee, or Public	Regular or Special Meeting	Topic/ Action
March 15	Council	Special - Budget Workshop	Budget Training with Mike Bailey
March 25 & 26	Council	Special - Council Retreat	Presentation and Review of the Financial Forecast
			Presentation and Review of the Preliminary Capital Improvement Plan (CIP)
			Presentation and Review of the Budget Calendar
April 23	Council	Special - Tour	Tour of CIP Locations
April 25	Council	Special - Budget Workshop	Discussion of Council's Priorities
	Council	Regular	Adoption of the Budget Calendar
			Adoption of Council's Priorities
May 3	F&A Committee	Regular	Introduction to the Review and Update of the Financial Policies
May 17	F&A Committee	Regular	Review Proposed Update to the Financial Policies
May 31	Council	Special - Budget Workshop	Presentation and Review of the Mayor's Proposed 2023-2028 CIP
June 7	F&A Committee	Regular	Review Proposed Update to the Financial Policies
June 9	Public	Special - Open House	Public Open House Regarding the Mayor's Proposed 2023-2028 CIP
June 13	Council	Special - Budget Workshop	Deliberation of the Final Proposed 2023-2028 CIP
June 21	F&A Committee	Regular	Review Proposed Update to the Financial Policies
July 11	Council	Regular	Presentation on Public Financing and Municipal Bonds
			Review of the Final 2023-2028 CIP
July 19	Public Safety + F&A Committee	Regular	Special Topic: Police Take-Home Program
July 25	Council	Regular	Adoption of the Final 2023-2028 CIP
August 2	F&A Committee	Regular	Review Proposed Update to the Financial Policies
August 3	F&A Committee	Regular	Review Proposed Update to the Financial Policies
August 8	Council	Regular	Review Proposed Update to the Financial Policies
August 29	F&A Committee	Regular	Review Proposed Update to the Financial Policies
August 30	F&A Committee	Regular	Review Proposed Update to the Financial Policies
September 12	N/A	N/A	Release of the Mayor's Proposed 2023-2024 Biennial Budget Document
	Council	Special - Budget Workshop	Presentation of the Mayor's Proposed 2023-2024 Biennial Budget
			Presentation and Review of the Financial Forecast
October 3 & 4	All Committees	Regular	Department Presentations Regarding the Mayor's Proposed 2023-2024 Biennial Budget
October 10	Council	Special - Budget Workshop	Review and Deliberation of the Mayor's Proposed 2023-2024 Biennial Budget
		Regular	Review Proposed Update to the Financial Policies
October 17 & 18	All Committees	Regular	Review and Deliberation of the Mayor's Proposed 2023-2024 Biennial Budget
October 18	F&A Committee	Regular	Review of Internal Cost Allocation Plan and Budgetary Assumptions
November 1	Council	Special - Budget Workshop	Deliberation of the Final 2023-2024 Biennial Budget
November 7 & 8	All Committees	Regular	Review and Deliberation of the Final 2023-2024 Biennial Budget
November 14	Council	Regular	Presentation and Review of the 2023 Property Tax Levy (incl. Public Hearing)
			Review of the Final 2023-2024 Biennial Budget (incl. Public Hearing)
November 28	Council	Regular	Adoption of the 2023 Property Tax Levy (incl. Public Hearing)
			Adoption of the Final 2023-2024 Biennial Budget (incl. Public Hearing)

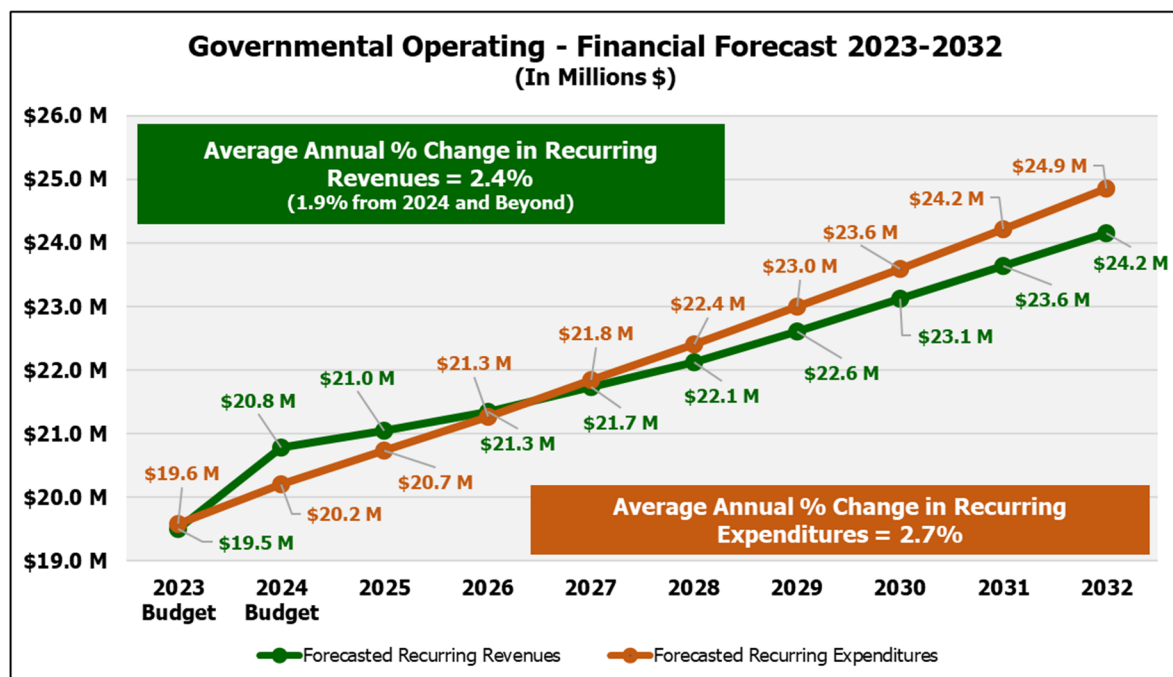
<b>Council Priorities</b>
<b>Financial Forecast</b>
<b>Financial Policies</b>
<b>2023-2028 Capital Improvement Plan</b>
<b>2023-2024 Biennial Budget</b>
<b>Other</b>
<b>Adoption Dates</b>



## Financial Forecast

The City of Snoqualmie has been working within a time of unprecedented economic uncertainty. Reverberations from the pandemic, and the actions taken to stem the public health emergency, have resulted in inflationary pressures unseen since the 1970s. Such actions include greater than normal transfer payments from the federal government and supply chain disruptions. Like the residents and businesses that call our community home, the City has had to manage through the inflation experienced. Coupled with the fact that the City is subject to the 1% statutory limit on its most significant source of revenue, property tax, without the changes proposed in the budget (i.e., new ongoing sources of revenue, please see General Fund Sources Summary), the City would likely see recurring expenditures exceeding recurring revenues during the biennium. While such actions proposed in the budget will help during this biennium, the City will need to continue to be proactive and strategic in what it does to prevent future budgetary deficits and protect levels-of-service.

The following chart shows the expected trend in recurring revenues and recurring expenditures over a 10-year period for "Governmental Operating" (i.e., General Fund). "Governmental Operating" includes important services such as Police, Fire, and Parks Maintenance. The City used the August 2022 King County Economic Forecast to support many of the assumptions included in the chart. Moreover, the chart also assumes taking the 1% property tax increase annually. Given this is a forecast of recurring revenues and expenditures, the chart does not include ARPA funds which are a one-time source of support. A detailed table representing the chart has been included in Appendix A1.





## 2023-2024 Biennial Budget Executive Summary

The 2023-2024 Biennial Budget is comprised of 18 funds with a total budgeted sources forecast of \$133.8 million and budgeted uses of \$161.5 million. The city is projected to begin the biennium with a fund balance of \$59.0 million and end the biennium with a \$31.3 million fund balance. Operating Funds, which includes the General Fund and three of the Enterprise Funds, anticipate ending fund balances and reserve targets that meet city financial management policy adopted by the City Council.

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

Fund Name	Beg. Fund Balance	2023 Sources	2024 Sources	Total Sources	2023 Uses	2024 Uses	Total Uses	End. Fund Balance
General Fund	4,423,674	20,556,954	21,848,782	42,405,736	23,210,979	21,069,447	44,280,426	2,548,984
Reserve Fund	2,726,625	210,497	92,949	303,446	-	-	-	3,030,071
<b>Total General Fund</b>	<b>7,150,300</b>	<b>20,767,451</b>	<b>21,941,731</b>	<b>42,709,182</b>	<b>23,210,979</b>	<b>21,069,447</b>	<b>44,280,426</b>	<b>5,579,056</b>
Arts Activities Fund	48,578	52,094	28,217	80,311	60,856	37,136	97,992	30,897
North Bend Police Services Fund	244,924	2,385,603	2,513,379	4,898,982	2,533,165	2,610,741	5,143,906	-
Deposits Reimbursement Control Fund	21,266	10,358	10,358	20,716	10,358	10,358	20,716	21,266
School Impact Fee Fund	-	-	-	-	-	-	-	-
<b>Total Managerial Funds</b>	<b>314,767</b>	<b>2,448,055</b>	<b>2,551,954</b>	<b>5,000,009</b>	<b>2,604,379</b>	<b>2,658,235</b>	<b>5,262,614</b>	<b>52,163</b>
Hotel/Motel Tax Fund	147,700	140,190	139,601	279,791	175,000	175,000	350,000	77,491
Drug Enforcement Fund	10,200	5,172	5,172	10,344	5,172	5,172	10,344	10,200
Affordable Housing Fund	898,936	384,121	394,121	778,242	-	-	-	1,677,178
ARPA Covid Local Recovery Fund	2,244,095	28,327	9,454	37,781	1,139,516	1,142,360	2,281,876	-
<b>Total Special Revenue Funds</b>	<b>3,300,932</b>	<b>557,810</b>	<b>548,348</b>	<b>1,106,158</b>	<b>1,319,688</b>	<b>1,322,532</b>	<b>2,642,220</b>	<b>1,764,869</b>
Non-Utilities Capital Fund	20,100,000	13,954,950	5,407,400	19,362,350	16,470,500	20,970,850	37,441,350	2,021,000
<b>Total Governmental Capital Funds</b>	<b>20,100,000</b>	<b>13,954,950</b>	<b>5,407,400</b>	<b>19,362,350</b>	<b>16,470,500</b>	<b>20,970,850</b>	<b>37,441,350</b>	<b>2,021,000</b>
Water Operations Fund	1,635,856	5,190,814	5,504,819	10,695,634	5,466,981	5,785,411	11,252,392	1,079,098
Sewer Operations Fund	786,844	6,447,608	6,713,795	13,161,403	6,292,480	6,717,905	13,010,385	937,862
Stormwater Operations Fund	984,709	2,850,899	3,063,483	5,914,382	3,214,430	3,211,527	6,425,957	473,134
Utilities Capital Fund	19,400,000	10,373,442	14,773,142	25,146,584	8,636,000	20,556,000	29,192,000	15,354,584
<b>Total Enterprise Funds</b>	<b>22,807,410</b>	<b>24,862,763</b>	<b>30,055,239</b>	<b>54,918,002</b>	<b>23,609,891</b>	<b>36,270,843</b>	<b>59,880,734</b>	<b>17,844,678</b>
Equipment Replacement & Repair Fund	2,384,697	2,068,177	1,622,125	3,690,302	2,580,278	1,022,835	3,603,113	2,471,886
Information Technology Fund	2,251,692	2,657,771	2,671,609	5,329,380	3,132,449	3,143,340	6,275,789	1,305,283
Facilities Maintenance Fund	711,374	914,845	723,497	1,638,342	1,418,153	716,587	2,134,740	214,976
<b>Total Internal Service Funds</b>	<b>5,347,762</b>	<b>5,640,793</b>	<b>5,017,231</b>	<b>10,658,024</b>	<b>7,130,880</b>	<b>4,882,762</b>	<b>12,013,642</b>	<b>3,992,144</b>
<b>Total All Funds</b>	<b>59,021,171</b>	<b>68,231,822</b>	<b>65,521,903</b>	<b>133,753,725</b>	<b>74,346,317</b>	<b>87,174,669</b>	<b>161,520,986</b>	<b>31,253,909</b>

### City Staffing Overview:

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

For 2023-2024 biennium, the City is proposing to add six positions, to include a two-year term-limited Revenue Manager who will oversee and maximize City revenues, a Budget Analyst that will support financial modeling and reporting efforts and produce ad-hoc analyses, a CIP Project Manager who will manage and coordinate capital programs and projects and the grant receipt

process, an Information Technology Manager who will lead operations and support the implementation of critical network infrastructure projects over the next two years, and two new maintenance positions within the Parks and Public Works Department will continue to enhance water and stormwater systems in accordance with the City's utility plans and 2021 Rate Study. The matrix also includes a number of position substitutions and reclassifications.

Department	Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Legislative	Mayor Pro-Tem	0.15	-	0.15
	Council Member	0.60	-	0.60
	<b>Department Total =</b>	<b>0.75</b>	<b>0.00</b>	<b>0.75</b>
Executive	Mayor	0.25	-	0.25
	City Administrator	1.00	-	1.00
	Management Analyst	1.00	-	1.00
	<b>Department Total =</b>	<b>2.25</b>	<b>0.00</b>	<b>2.25</b>
City Clerk	City Clerk	1.00	-	1.00
	<b>Department Total =</b>	<b>1.00</b>	<b>0.00</b>	<b>1.00</b>
Communications	Communications Assistant	0.75	-	0.75
	Communications Coordinator	1.00	-	1.00
	<b>Department Total =</b>	<b>1.75</b>	<b>0.00</b>	<b>1.75</b>
City Attorney	Confidential Assistant to City Attorney	1.00	-	1.00
	City Attorney	1.00	-	1.00
	Assistant City Attorney	1.00	-	1.00
	<b>Department Total =</b>	<b>3.00</b>	<b>0.00</b>	<b>3.00</b>
Community Development	Community Development Director	1.00	-	1.00
	Community Liaison	1.00	-	1.00
	Planning Manager	1.00	(1.00)	0.00
	Senior Planner	1.00	2.00	3.00
	Associate Planner	1.00	-	1.00
	Planning Technician	1.00	-	1.00
	Building Official	1.00	-	1.00
	Building Inspector	1.00	(1.00)	0.00
	Permit Coordinator	0.00	1.00	1.00
	Permit Technician	1.00	(1.00)	0.00
	<b>Department Total =</b>	<b>9.00</b>	<b>0.00</b>	<b>9.00</b>
Finance & Human Resources	Finance & Human Resources Director	1.00	-	1.00
	Management Analyst (Two-Year Term Limited)	0.00	1.00	1.00
	Human Resources Manager	1.00	(1.00)	0.00
	Human Resources Analyst	0.00	1.00	1.00
	Human Resources Assistant	1.00	(1.00)	0.00
	Accounting Manager	1.00	-	1.00
	Accountant	1.00	-	1.00
	Senior Account Clerk	2.00	-	2.00
	Budget Manager	1.00	-	1.00
	Budget Analyst	0.00	1.00	1.00
	Project Specialist	0.00	0.56	0.56
	ARPA Specialist/Human Services Navigator	0.56	(0.56)	0.00
	Revenue Manager (Two-Year Term Limited)	0.00	1.00	1.00
	Account Clerk	1.00	-	1.00
	Office Assistant	1.00	-	1.00
	<b>Department Total =</b>	<b>10.56</b>	<b>2.00</b>	<b>12.56</b>

Department	Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Fire & Emergency Management	Fire Chief	1.00	-	1.00
	Deputy Fire Chief	1.00	-	1.00
	Administrative Assistant II	0.50	-	0.50
	Fire Training Captain	1.00	-	1.00
	Fire Lieutenant	3.00	-	3.00
	Firefighter	9.00	-	9.00
	<b>Department Total =</b>	<b>15.50</b>	<b>0.00</b>	<b>15.50</b>
Information Technology	IT Director	1.00	-	1.00
	IT Manager	0.00	1.00	1.00
	IT Systems Engineer	1.00	-	1.00
	IT Project Manager	1.00	-	1.00
	IT Systems Support	2.00	-	2.00
	Service Desk Technician (Snoqualmie)	1.00	-	1.00
	Service Desk Technician (Duvall)	1.00	-	1.00
	GIS Systems Analyst	1.00	-	1.00
	<b>Department Total =</b>	<b>8.00</b>	<b>1.00</b>	<b>9.00</b>
Parks & Public Works	Parks & Public Works Director	1.00	-	1.00
	Deputy Parks & Public Works Director/City Engineer	1.00	-	1.00
	CIP Project Manager	0.00	1.00	1.00
	Engineer	3.00	-	3.00
	Maintenance Operations Manager	1.00	(1.00)	0.00
	Administrative Assistant	1.00	-	1.00
	Parks & Streets Supervisor	1.00	-	1.00
	Parks & Streets Lead Worker	1.00	-	1.00
	Parks - Maintenance Technician (Levels 4-1)	4.00	-	4.00
	Streets - Maintenance Technician (Levels 4-1)	1.00	-	1.00
	Stormwater & Urban Forestry Supervisor	0.00	1.00	1.00
	Urban Forester	1.00	-	1.00
	Urban Forestry - Maintenance Technician	1.00	-	1.00
	Stormwater - Maintenance Technician (Levels 4-1)	1.00	1.00	2.00
	Sewer - Supervisor	1.00	-	1.00
	Sewer - Plant Operator Lead	1.00	-	1.00
	Sewer - Plant Operator Sr	1.00	-	1.00
	Sewer - Industrial Maintenance Technician Sr	1.00	-	1.00
	Sewer - Laboratory Analyst	1.00	-	1.00
	Sewer - Maintenance Technician-Treatment (Levels 4-1)	2.00	-	2.00
	Water Supervisor	1.00	-	1.00
	Water - Maintenance Technician-Treatment (Levels 4-1)	2.00	1.00	3.00
	Water - Maintenance Technician-Distribution (Levels 4-1)	2.00	-	2.00
	Irrigation - Maintenance Technician (Levels 4-1)	1.00	-	1.00
	Fleet & Facilities Supervisor	1.00	-	1.00
	Facilities - Maintenance Technicians (Levels 4-1)	1.00	-	1.00
	Fleet - Mechanic (Levels 3-1)	1.00	-	1.00
	<b>Department Total =</b>	<b>33.00</b>	<b>3.00</b>	<b>36.00</b>
Police	Police Chief	1.00	-	1.00
	Administrative Coordinator	1.00	-	1.00
	Behavioral Health Coordinator	1.00	-	1.00
	Police Records Technician	1.00	-	1.00
	Police Records/Evidence Technician	1.00	-	1.00
	Police Captain	1.00	-	1.00
	Police Sergeant	4.00	-	4.00
	Administrative Sergeant	0.00	1.00	1.00
	Detective	2.00	(1.00)	1.00
	Support Officer	1.00	-	1.00
	Resource Officer	1.00	-	1.00
	Police Officer	16.00	-	16.00
	<b>Department Total =</b>	<b>30.00</b>	<b>0.00</b>	<b>30.00</b>
<b>Total Staffing Count =</b>		<b>114.81</b>	<b>6.00</b>	<b>120.81</b>



## General Fund Overview

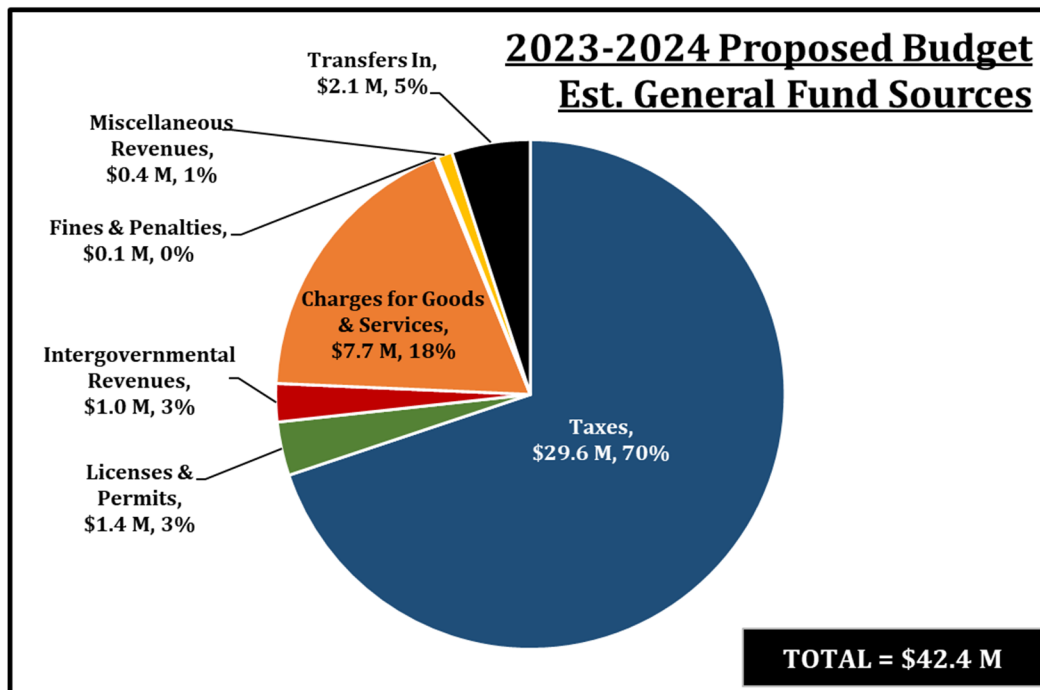
The General Fund serves as the main operating fund of the City and includes source and use allocations for general government activities such as administration, public safety, court services, community planning and development, economic development, street maintenance, park maintenance and human services. Overall General Fund sources are projected at \$42.4 million and General Fund uses are projected at \$44.3 million for 2023-2024 biennium.

The ending fund balance for the General Fund is anticipated to decrease \$1.9 million during the biennium. Fund balance is the difference between total sources and uses and measures the net financial resources available for spending. The City of Snoqualmie operates and reports on a cash basis, so sources and uses are reported when received or paid. While fund balance is not required to be "budgeted", it is a key figure in understanding what is available for spending and an indicator of general financial health for the fund. The beginning fund balance for the General Fund is stable and provides a strong foundation for starting the biennial budget period.

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	<b>\$ 2,820,304</b>	<b>\$ 4,423,674</b>	<b>\$ 1,769,650</b>			
<b>Sources</b>						
<i>Taxes</i>	\$ 14,263,811	\$ 14,663,830	\$ 14,964,509	\$ 29,628,339	2.8%	2.1%
<i>Licenses &amp; Permits</i>	\$ 652,835	\$ 580,157	\$ 862,727	\$ 1,442,884	-11.1%	48.7%
<i>Intergovernmental Revenues</i>	\$ 451,713	\$ 528,904	\$ 497,124	\$ 1,026,028	17.1%	-6.0%
<i>Charges for Goods &amp; Services</i>	\$ 3,239,349	\$ 3,477,838	\$ 4,229,094	\$ 7,706,932	7.4%	21.6%
<i>Fines &amp; Penalties</i>	\$ 36,571	\$ 39,154	\$ 39,513	\$ 78,667	7.1%	0.9%
<i>Miscellaneous Revenues</i>	\$ 177,984	\$ 208,162	\$ 196,906	\$ 405,068	17.0%	-5.4%
<i>Transfers In</i>	\$ 773,750	\$ 1,058,909	\$ 1,058,909	\$ 2,117,818	36.9%	0.0%
<b>Total Sources =</b>	<b>\$ 19,596,014</b>	<b>\$ 20,556,954</b>	<b>\$ 21,848,782</b>	<b>\$ 42,405,736</b>	<b>4.9%</b>	<b>6.3%</b>
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 6,943,575	\$ 8,292,152	\$ 8,555,071	\$ 16,847,223	19.4%	3.2%
<i>Employee Benefits</i>	\$ 2,709,873	\$ 3,292,942	\$ 3,424,954	\$ 6,717,896	21.5%	4.0%
<i>Supplies</i>	\$ 534,043	\$ 686,666	\$ 658,157	\$ 1,344,823	28.6%	-4.2%
<i>Services</i>	\$ 7,534,108	\$ 8,264,662	\$ 8,372,064	\$ 16,636,726	9.7%	1.3%
<i>Capital Outlays</i>	\$ -	\$ 2,000	\$ 7,050	\$ 9,050	100.0%	252.5%
<i>Transfers Out</i>	\$ 271,044	\$ 2,672,556	\$ 52,151	\$ 2,724,707	886.0%	-98.0%
<b>Total Uses =</b>	<b>\$ 17,992,643</b>	<b>\$ 23,210,979</b>	<b>\$ 21,069,447</b>	<b>\$ 44,280,426</b>	<b>29.0%</b>	<b>-9.2%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ 1,603,370</b>	<b>\$ (2,654,025)</b>	<b>\$ 779,335</b>	<b>\$ (1,874,690)</b>		
<b>Ending Fund Balance</b>	<b>\$ 4,423,674</b>	<b>\$ 1,769,650</b>	<b>\$ 2,548,984</b>			

## General Fund Sources Summary

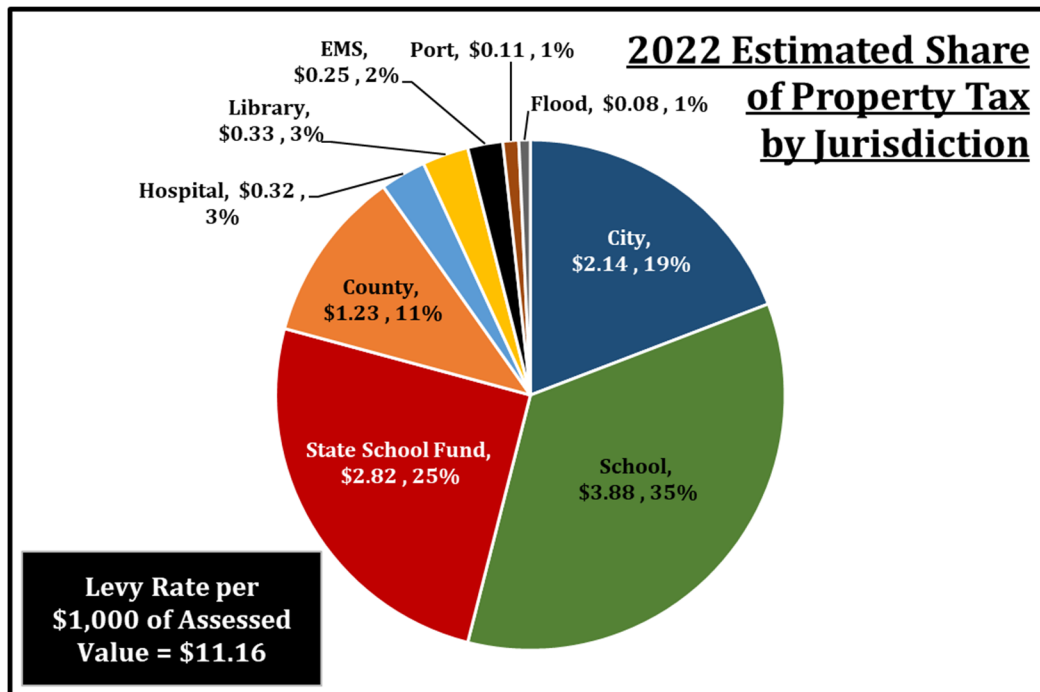
70% of General Fund sources come from property taxes, sales taxes, utility taxes, and other taxes. Charges for goods and services make up the second largest proportion at 18%. The following chart breaks out General Fund sources over the biennium by type of source.



### Property Tax:

The King County Assessor's Office estimated the overall 2022 assessed valuation (AV) for property within the City of Snoqualmie at approximately \$4.0 billion. This is an increase in property values of \$494 million dollars over 2021 and represents a 13.9% increase.

The City of Snoqualmie only receives a proportion of the property taxes paid by property owners residing within City boundaries. For 2022, the City receives approximately \$0.19 of every property tax dollar paid. The 2022 levy rate is \$11.16 per \$1,000 of assessed valuation which is a 9.3% decline from the 2021 levy rate of \$12.31.



Property taxes represent the largest source of revenue for the General Fund. The City is projecting an increase of nearly \$215 thousand to a total of \$8.4 million for 2023, which includes the statutory allowable levy increase from the previous year levy along with anticipated new construction values. The final property tax levy rate is set when all taxing jurisdictions adopt final levies and is provided by King County in early January of each year. For the two-year biennium, the City anticipates collecting \$16.9 million in property taxes.

For the average valued home in the City of Snoqualmie, which is estimated to be \$905,000 in 2023, the city portion of the property tax bill is approximately \$1,937. Average values of Snoqualmie homes have increased 17.5% from 2022, according to the King County Assessed Value Forecast, a continued trend of valuation increases as property owners saw an 18.6% increase from 2021 to 2022.

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

Sales and B&O tax revenue combined represents the second largest revenue source for the General Fund and is projected at \$7.7 million for the biennium, representing 18.1% of all General Fund sources. The 2023-2024 budget forecasts sales tax using King County's Office of Economic and Financial Analysis 2022 CPI-U forecasts.

## Utility and Other Taxes:

Utility taxes are another major source of funding for the city's General fund at 11.8% of sources. The 2023-2024 forecast for these taxes is \$5.0 million, which represents a 2.1% decrease from the prior biennium.

## Other General Fund Sources:

The remaining General Fund sources represent \$12.8 million and include administrative cost allocations to enterprise funds, building permits, development-related fees, miscellaneous licenses and taxes, public safety revenues, interest income and other miscellaneous sources.

Although mixed-use building projects may happen in Snoqualmie's near future, such as the Mill Site development, depending upon City Council's decision-making, these projects would not affect the budget until 2025, and are not included in the 2023-2024 biennium revenues.

## New Ongoing Sources of Revenue:

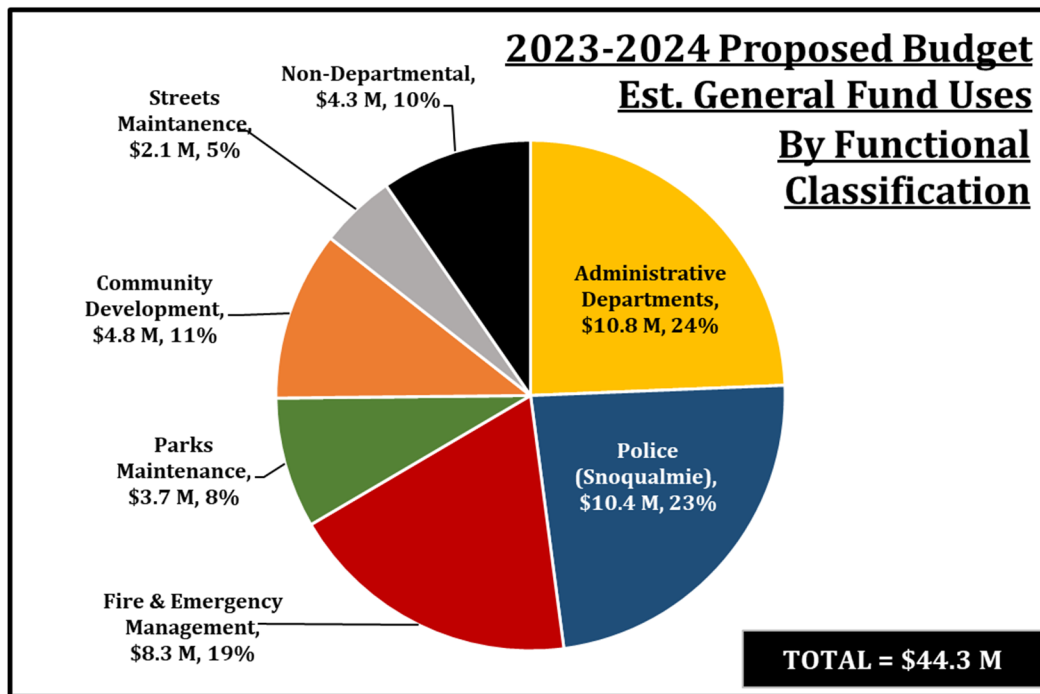
As a part of the 2023-2024 Biennial Budget, and in order to sustain the City's level-of-service following the inflationary pressures and staffing challenges experienced in 2022, the City is proposing to generate new and ongoing sources of revenue from the following activities:

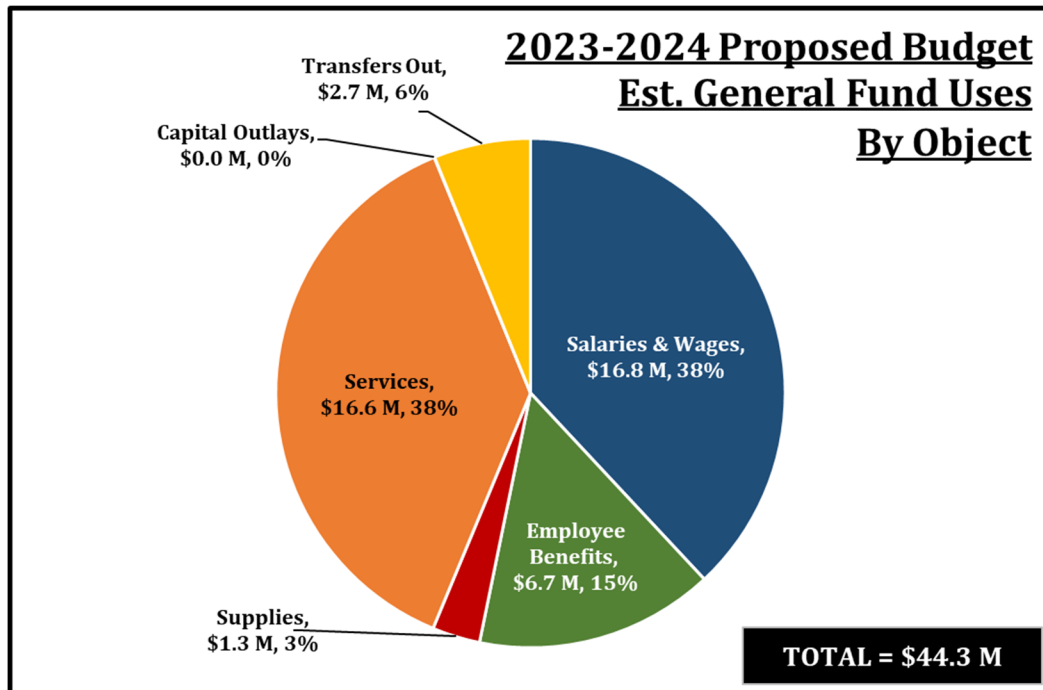
- **Comprehensive Fee Study** (2023: +\$100,000, 2024: +\$300,000)
  - o The budget proposes conducting a comprehensive fee study that would look into all fees set for things like building permits, the use of recreational fields, staffing rates and ambulance transport, and the degree to which the City should cost recover through its fee structure.
- **Ground Emergency Medical Transport (GEMT) Billing** (2023: +\$0, 2024: +\$300,000)
  - o The GEMT program, as available through the Washington State Health Care Authority, provides supplemental payments to publicly owned GEMT providers. The supplemental payments would cover the funding gap between the City's actual costs per GEMT transport and the allowable amount received from Medicaid and any other source of reimbursement.

## General Fund Uses Summary

Overall General Fund uses are projected at \$44.3 million for 2023-2024 biennium, a 26% increase from the prior biennium's budget. A substantial portion of the increase comes from the consolidation of the Community Development Fund (#130) into the General Fund. Any increases in personnel costs are associated with cost-of-living adjustments, collective bargaining agreement obligations, and the change in premiums for benefits. The new biennium also includes a \$2.5 million dollar transfer-out to the Non-Utilities Capital Fund for investment in capital improvements such as the Community Center Expansion Project.

Other overall increases from one budget period to another results from a consolidation and realignment of unneeded special revenue funds, updated accounting codes required by the State Auditor's Office BARS and better reporting of governmental expenditures.





## Reserve Fund Summary

### Description:

The Reserve Fund (#002) is important to the City's financial flexibility and stability and provides options to respond to unexpected events that may arise during the biennium. Important events that may require the use of the Reserve Fund includes an economic downturn, a public emergency, or cash flow issues that prevent the City from paying expenditures when due. This budget assumes a reserve target of 15% of General Fund expenditures and does not anticipate using any during the biennium.

### Proposed 2023-2024 Biennial Budget Sources, Uses, and Fund Balance:

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	\$ 2,686,007	\$ 2,726,625	\$ 2,937,122			
<b>Sources</b>						
<i>Miscellaneous Revenues</i>	\$ 6,484	\$ 47,941	\$ 50,798	\$ 98,739	639.4%	6.0%
<i>Transfers In</i>	\$ 34,134	\$ 162,556	\$ 42,151	\$ 204,707	376.2%	-74.1%
<b>Total Sources =</b>	<b>\$ 40,618</b>	<b>\$ 210,497</b>	<b>\$ 92,949</b>	<b>\$ 303,446</b>	<b>418.2%</b>	<b>-55.8%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ 40,618</b>	<b>\$ 210,497</b>	<b>\$ 92,949</b>	<b>\$ 303,446</b>		
<b>Ending Fund Balance</b>	<b>\$ 2,726,625</b>	<b>\$ 2,937,122</b>	<b>\$ 3,030,071</b>			



## General Fund by Functional Classification

### Administrative Departments

#### Description:

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

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

#### Core Services:

- Serve as the Chief Executive of the City and provide leadership and oversight over all department functions.
- Serve as City representative in legislative affairs and intergovernmental relations.
- Implement the priorities of the City Council throughout the entire organization.
- Support departments with additional analytical capacity when needed, especially in regard to large or abnormal projects.
- Manage and oversee the Human Services allocation process, under the advisement of the Human Services Commission.

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

#### Core Services:

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

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

#### Core Services:

- Manage the legislative affairs of the City.
- Responsible for records management.
- Provide administrative support to elected officials.
- Serve as the City's volunteer coordinator.
- Provide oversight of the City's risk management program.

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

**Core Services:**

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

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

**Core Services:**

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

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

## Proposed 2023-2024 Biennial Budget Uses:

Uses	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<i>Salaries &amp; Wages</i>	\$ 1,863,929	\$ 2,352,041	\$ 2,430,646	\$ 4,782,687	26.2%	3.3%
<i>Employee Benefits</i>	\$ 724,052	\$ 956,259	\$ 993,493	\$ 1,949,752	32.1%	3.9%
<i>Supplies</i>	\$ 11,999	\$ 9,355	\$ 11,203	\$ 20,558	-22.0%	19.8%
<i>Services</i>	\$ 1,491,381	\$ 2,091,847	\$ 1,942,725	\$ 4,034,572	40.3%	-7.1%
<i>Capital Outlays</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<i>Transfers Out</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<b>Total Uses =</b>	<b>\$ 4,091,360</b>	<b>\$ 5,409,502</b>	<b>\$ 5,378,067</b>	<b>\$ 10,787,569</b>	<b>32.2%</b>	<b>-0.6%</b>

## Proposed 2023-2024 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Mayor Pro-Tem	0.15	-	0.15
Council Member	0.60	-	0.60
<b>Legislative Subtotal =</b>	<b>0.75</b>	<b>0.00</b>	<b>0.75</b>
Mayor	0.25	-	0.25
Management Analyst	1.00	-	1.00
City Administrator	1.00	-	1.00
<b>Executive Subtotal =</b>	<b>2.25</b>	<b>0.00</b>	<b>2.25</b>
City Clerk	1.00	-	1.00
<b>City Clerk Subtotal =</b>	<b>1.00</b>	<b>0.00</b>	<b>1.00</b>
City Attorney	1.00	-	1.00
Assistant City Attorney	1.00	-	1.00
Confidential Assistant to City Attorney	1.00	-	1.00
<b>City Attorney Subtotal =</b>	<b>3.00</b>	<b>0.00</b>	<b>3.00</b>
Finance & Human Resources Director	1.00	-	1.00
Management Analyst (Two-Year Term-Limited)	0.00	1.00	1.00
Human Resources Manager	1.00	(1.00)	0.00
Human Resources Analyst	0.00	1.00	1.00
Human Resources Assistant	1.00	(1.00)	0.00
Accounting Manager	1.00	-	1.00
Accountant	1.00	-	1.00
Senior Account Clerk	2.00	-	2.00
Budget Manager	1.00	-	1.00
Budget Analyst	0.00	1.00	1.00
Revenue Manager (Two-Year Term Limited)	0.00	1.00	1.00
Account Clerk	1.00	-	1.00
Office Assistant	1.00	-	1.00
<b>Finance &amp; Human Resources Subtotal =</b>	<b>10.00</b>	<b>2.00</b>	<b>12.00</b>
Communications Assistant	0.75	-	0.75
Communications Coordinator	1.00	-	1.00
<b>Communications Subtotal =</b>	<b>1.75</b>	<b>0.00</b>	<b>1.75</b>
<b>Total Staffing Count =</b>	<b>18.75</b>	<b>2.00</b>	<b>20.75</b>

## Major Changes/Additions:

- **Revenue Manager (Two-Year Term-Limited)** (One-Time) (2023: -\$164,322, 2024: -\$170,717)
  - o The purpose of this position is to provide better oversight of the collection of revenues such as utility billing, B&O taxes, business licensing, and general cash receipting. In addition, one goal of this position is to facilitate and support an audit of B&O taxes and business licensing. Furthermore, the position may facilitate and/or support the proposed Comprehensive Fee Study and Ground Emergency Medical Transport (GEMT) billing. Both will require significant effort. This position is assumed critical to generating new ongoing sources of revenue over the next biennium.
- **Budget Manager** (Ongoing) (2023: -\$22,631, 2024: -\$23,422)
  - o The reclassification of a Senior Financial Analyst to a Budget Manager will allow the Finance and Human Resources Department to improve service delivery by increasing its focus on updating the financial policy, managing the development of the biennial budget and Capital Improvement Plan (CIP), create a long-term financial model, and oversee portions of multi-year Enterprise Resource Planning (ERP) System Project. The reclassification was approved by Council in July of 2022 and is therefore considered authorized.
- **Budget Analyst** (Ongoing) (2023: -\$143,285, 2024: -\$148,456)
  - o The purpose of this position is to work with the Budget Manager to create and maintain appropriate financial models, produce reports for the review of departments, the Administration, and the Council, and to conduct ad-hoc analyses. Given how critical the budget is in setting the direction of the City, this position will play a significant role in maintaining appropriate financial capacity, and identifying issues beforehand, so that the City can provide adequate levels-of-service now and into the future.
- **Other Finance & Human Resources Department Staffing Changes** (Ongoing) (2023: -\$1,169, 2024: -\$651)
  - o The Finance and Human Resources Department is seeking to restructure the Human Resources function by converting the Human Resources Manager position into a Management Analyst and reclassifying the Human Resources Assistant into a Human Resources Analyst. This will help the department to retain a current employee as well as provide flexibility when it comes to updating and improving policies across all areas of the department.
- **Temporary Assistance During the ERP Project** (One-Time) (2023: -\$50,000, 2024: -\$50,000)
  - o The Finance and Human Resources Department will need additional assistance over the next biennium during the implementation of the Enterprise Resource

Planning System (ERP) Project. With the ERP Project generating approximately 30% of the department's workload over the next biennium, the department will need to backfill the time devoted to the ERP Project to maintain the core services it provides to the community.

- **Additional Enterprise Resource Planning System (ERP) Project Modules** (One-Time & Ongoing) (2024: -\$111,970)
  - o The Finance and Human Resources Department has identified the need for a "system of record" module that can support the taxing and licensing needs of the City and an open data portal that would allow the public to review the City's financial information and budget. In order to offset the annual cost of the tax/licensing module, the City proposes transitioning from the FileLocal system of business licensing and tax filing to the system offered by the Washington State Department of Revenue.
- **Contract Legal Support** (One-Time) (2023: -\$100,000, 2024: -\$100,000)
  - o The funding of additional contract legal support will help to handle some of the anticipated workload the City Attorney's Office will likely experience over the next two years. One goal of this request is to reduce the bottleneck other departments experience when requiring the review and help of the City Attorney.
- **Strategic Plan** (One-Time) (2024: -\$60,000)
  - o The development of a strategic plan will help the City to think more deeply about its current opportunities and challenges, provide guidance and direction to departments, uncover ways to protect key services, and find those strategic investments that will help to propel the City well into the future.
- **Council Chambers Audio/Visual Upgrade** (One-Time) (2023: -\$108,000)
  - o The intent of this proposal is to improve the ability of the Charles S. Peterson Council Chambers to host hybrid meetings and reduce the effort required to administer the technology. The Council Chambers is one of the most important meeting spaces in the City of Snoqualmie and plays host to several organizations outside the City as well as regional meetings. The costs included here represent internal service charges that will allow the Information Technology Department to purchase the necessary equipment to upgrade the Council Chambers.
- **Security Infrastructure at City Hall** (One-Time) (2023: -\$207,000)
  - o The intent of this proposal is to adapt City Hall to account for potential safety risks. As a result, the City expects to prevent the property damage that has occurred in the past as well as protect employees from emergent threats. A secondary goal from such changes is the ability to free up more useable space to house employees. The costs included here represent internal service charges that will allow the Facilities Maintenance Division of the Parks and Public Works Department to construct the improvements.

## Police (Snoqualmie)

### Description:

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

### Core Services:

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

### Proposed 2023-2024 Biennial Budget Uses:

Uses	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<i>Salaries &amp; Wages</i>	\$ 2,069,052	\$ 2,208,956	\$ 2,275,073	\$ 4,484,029	6.8%	3.0%
<i>Employee Benefits</i>	\$ 745,435	\$ 807,143	\$ 839,324	\$ 1,646,467	8.3%	4.0%
<i>Supplies</i>	\$ 126,288	\$ 188,900	\$ 139,000	\$ 327,900	49.6%	-26.4%
<i>Services</i>	\$ 1,578,333	\$ 1,958,693	\$ 2,010,416	\$ 3,969,109	24.1%	2.6%
<i>Capital Outlays</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<i>Transfers Out</i>	\$ 219,666	\$ -	\$ -	\$ -	-100.0%	0.0%
<b>Total Uses =</b>	<b>\$ 4,738,775</b>	<b>\$ 5,163,692</b>	<b>\$ 5,263,813</b>	<b>\$ 10,427,505</b>	<b>9.0%</b>	<b>1.9%</b>

### Proposed 2023-2024 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Police Chief	0.88	-	0.88
Administrative Coordinator	1.00	-	1.00
Behavioral Health Coordinator	0.50	-	0.50
Police Records/Evidence Technician	1.00	-	1.00
Police Captain	0.88	-	0.88
Police Sergeant	2.00	-	2.00
Administrative Sergeant	0.00	1.00	1.00
Detective	2.00	(1.00)	1.00
Support Officer	0.50	-	0.50
Resource Officer	1.00	-	1.00
Police Officer	8.00	-	8.00
<b>Total Staffing Count =</b>	<b>17.76</b>	<b>0.00</b>	<b>17.76</b>

### Major Changes/Additions:

- **Behavioral Health Coordinator** (Ongoing) (2023: -\$143,285, 2024: -\$148,456)
  - o The purpose of this position is to work with the Police and Fire Departments as a first responder in situations that may require help in rendering mental health assistance. This position has been approved by Council as a mid-year adjustment and is funded through a grant that is expected to last through June 30, 2023. It is expected that the cities of Snoqualmie and North Bend will split the cost of the position following the end of the grant. The Behavioral Health Coordinator was approved by Council in September of 2022 and is therefore considered authorized.
- **Administrative Sergeant** (Ongoing) (2023: -\$23,643, 2024: -\$24,256)
  - o The reclassification of a Detective position to an Administrative Sergeant will allow the Police Department to address certain needs more effectively and help to free up leadership's capacity to develop strategies to improve levels-of-service to the community.

## Fire & Emergency Management

### Description:

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

### Core Services:

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

### Proposed 2023-2024 Biennial Budget Uses:

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 1,824,015	\$ 2,078,900	\$ 2,141,297	\$ 4,220,197	14.0%	3.0%
<i>Employee Benefits</i>	\$ 670,645	\$ 745,728	\$ 778,053	\$ 1,523,781	11.2%	4.3%
<i>Supplies</i>	\$ 134,521	\$ 145,365	\$ 149,000	\$ 294,365	8.1%	2.5%
<i>Services</i>	\$ 739,821	\$ 1,101,977	\$ 1,117,512	\$ 2,219,489	49.0%	1.4%
<i>Capital Outlays</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<i>Transfers Out</i>	\$ 30,000	\$ -	\$ -	\$ -	-100.0%	0.0%
<b>Total Uses =</b>	<b>\$ 3,399,002</b>	<b>\$ 4,071,971</b>	<b>\$ 4,185,862</b>	<b>\$ 8,257,832</b>	<b>19.8%</b>	<b>2.8%</b>

### Proposed 2023-2024 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Fire Chief	1.00	-	1.00
Deputy Fire Chief	1.00	-	1.00
Administrative Assistant II	0.50	-	0.50
Fire Training Captain	1.00	-	1.00
Fire Lieutenant	3.00	-	3.00
Firefighter	9.00	-	9.00
<b>Total Staffing Count =</b>	<b>15.50</b>	<b>0.00</b>	<b>15.50</b>

## Major Changes/Additions:

- **Firefighter** (Ongoing) (2023: -\$66,989, 2024: -\$69,175)
  - o The addition of a Firefighter is expected to allow the Fire and Emergency Management Department to move the Fire Captain to an administrative role and manage the Department's training and volunteer firefighter program. The training program oversight is necessary due to the City leaving the South King County Fire Training Consortium. In addition, the Volunteer Firefighter Program has struggled because of a lack of oversight and direct administrative support. Lastly, the position will support the Department's accreditation effort. This position is offset by the reduction in the hours of the Administration Assistant position from full-time to half-time. The additional Firefighter was approved by Council in July of 2022 and is therefore considered authorized.
- **Puget Sound Emergency Radio Network (PSERN) Improvements** (Ongoing) (2023: -\$25,000, 2024: -\$15,000)
  - o King County is replacing its radio system and there are additional costs that the City will need to support. This includes an annual service fee, user fee, new hardware costs, and replacement costs. The Puget Sound Emergency Radio Network is a voter-approved emergency public safety radio system that will be used for dispatching and facilitate communications between fire, law enforcement, and other first responders. This system will use the latest telecommunications technology in replacement of an aging system and will provide improved coverage, capacity, and reliability.
- **Recruitment & Coverage** (One-Time) (2023: -\$50,000, 2024: -\$50,000)
  - o This funding will allow the Fire and Emergency Management Department to hire highly trained firefighters in an environment of increasing competition for their services. In addition, the funding could be used to jumpstart a Diversity, Equity, and Inclusion (DEI) Program that could help to encourage a broader range of candidates from different backgrounds into becoming firefighters as well as support the Department in case of any staffing shortages.

## Parks Maintenance

### Description:

The Parks Maintenance Division of the Parks and Public Works Department provides the maintenance necessary to support a safe, welcoming, and attractive experience for users of playgrounds, sport courts, athletic fields, trails, and other features. The City of Snoqualmie is defined by its accessibility to nature and the active engagement of its residents. As a result, the City currently maintains over 40 parks, 30 miles of trails, and 1,200 acres of open space contributing to the overall health and well-being of the community. The City is also an active leader in forest and street tree management through proactive assessment and mitigation and the Green Snoqualmie Partnership.

### Core Services:

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

## Proposed 2023-2024 Biennial Budget Uses:

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 511,074	\$ 484,340	\$ 499,822	\$ 984,162	-5.2%	3.2%
<i>Employee Benefits</i>	\$ 268,371	\$ 240,020	\$ 249,179	\$ 489,199	-10.6%	3.8%
<i>Supplies</i>	\$ 119,755	\$ 172,191	\$ 178,573	\$ 350,764	43.8%	3.7%
<i>Services</i>	\$ 812,192	\$ 940,966	\$ 897,394	\$ 1,838,360	15.9%	-4.6%
<i>Capital Outlays</i>	\$ -	\$ 2,000	\$ 2,050	\$ 4,050	100.0%	2.5%
<i>Transfers Out</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<b>Total Uses =</b>	<b>\$ 1,711,392</b>	<b>\$ 1,839,517</b>	<b>\$ 1,827,018</b>	<b>\$ 3,666,535</b>	<b>7.5%</b>	<b>-0.7%</b>

## Proposed 2023-2024 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Parks & Public Works Director	0.10	-	0.10
Administrative Assistant II	0.10	-	0.10
Maintenance Operations Manager	0.40	(0.40)	0.00
Parks & Streets Supervisor	0.50	-	0.50
Parks & Streets Lead Worker	0.50	-	0.50
Parks - Maintenance Technician	4.00	-	4.00
<b>Total Staffing Count =</b>	<b>5.60</b>	<b>(0.40)</b>	<b>5.20</b>

## Major Changes/Additions:

- **Parks Deferred Repairs** (One-Time) (2023: -\$75,000, 2024: -\$75,000)
  - o For the 2021-2022 biennium, the budget for parks maintenance was reduced to counteract the anticipated financial impacts of the pandemic. The goal of this proposal is to give the Parks Maintenance Division of the Parks and Public Works Department the ability to repair items that may have been neglected during the pandemic due to a lack of funding.
- **Parks, Open Space, and Recreation Study** (One-Time) (2023: -\$60,000)
  - o The intent of this study is to reimagine the City's parks system in response to the changing demographics and standards of the community. The goal is to figure out what recreational facilities might be missing from the City's current offerings or oversupplied and will help the City to allocate dollars wisely in the future.

## Community Development

### Description:

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

### Core Services:

- Facilitate decision-making on land use and zoning issues, under the advisement of the Planning Commission, and in conformance with the adopted Comprehensive Plan and Zoning Ordinance(s).
- Facilitate the review and development of plans and projects in conformance with the Zoning Code, State Environmental Policy Act (SEPA), Shoreline Master Plan, Floodplain Ordinance, Snoqualmie Ridge Master Plan(s), Development Agreements, Parks, Open Space, and Recreation Plans, etc.
- Review and issue building permit applications and other development permits for grading, design review, historic preservation, variances, etc.
- Enforce the building code, inspect buildings, and manage the Fire Marshal program for the City.
- Manage economic development programs for the City under the advisement of the Economic Development Commission
- Manage art programs for the City under the advisement of the Arts Commission.
- Manage the lodging tax distribution program for the City under the advisement of the Lodging Tax Advisory Committee
- Lead in the development of environmental programs and provide the stewardship necessary to restore environmentally sensitive areas, support sustainability programs, reposition the City for renewable energy, tackle climate change, K4C, MSWMAC Solid Waste, etc.
- Manage large strategic capital projects in collaboration with other departments and agencies.
- Write, apply, and administer grants from multiple levels of government including the federal government, the State of Washington, and King County.

## Proposed 2023-2024 Biennial Budget Uses:

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 589,980	\$ 951,804	\$ 985,066	\$ 1,936,870	61.3%	3.5%
<i>Employee Benefits</i>	\$ 252,908	\$ 436,922	\$ 453,987	\$ 890,909	72.8%	3.9%
<i>Supplies</i>	\$ 8,029	\$ 26,043	\$ 10,271	\$ 36,314	224.4%	-60.6%
<i>Services</i>	\$ 1,102,173	\$ 855,488	\$ 1,037,969	\$ 1,893,457	-22.4%	21.3%
<i>Capital Outlays</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<i>Transfers Out</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<b>Total Uses =</b>	<b>\$ 1,953,090</b>	<b>\$ 2,270,257</b>	<b>\$ 2,487,294</b>	<b>\$ 4,757,551</b>	<b>16.2%</b>	<b>9.6%</b>

## Proposed 2023-2024 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Community Development Director	1.00	-	1.00
Community Liaison	1.00	-	1.00
Planning Manager	1.00	(1.00)	0.00
Senior Planner	1.00	2.00	3.00
Associate Planner	1.00	-	1.00
Planning Technician	1.00	-	1.00
Building Official	1.00	-	1.00
Building Inspector	1.00	(1.00)	0.00
Permit Coordinator	0.00	1.00	1.00
Permit Technician	1.00	(1.00)	0.00
<b>Total Staffing Count =</b>	<b>9.00</b>	<b>0.00</b>	<b>9.00</b>

## Major Changes/Additions:

- **Community Development Department Staffing Changes** (Ongoing) (2023: - \$34,914, 2024: -\$33,741)
  - o The Community Development Department is seeking to reorganize by reclassifying the Permit Technician into a Permit Coordinator and the Planning Manager and Building Inspector positions into two Senior Planner positions. This will help the department to meet several challenges over the next two years including an update to the Comprehensive Plan. In addition, and in order to support reduced building staffing, the City is proposing to utilize contract support when needed to help with inspections and other services.
- **Additional Enterprise Resource Planning System (ERP) Project Modules** (One-Time & Ongoing) (2024: -\$97,720)
  - o The Community Development Department has identified the need for new permit tracking software that can fully integrate with the new ERP system.

## Streets Maintenance

### Description:

The Streets Maintenance Division of the Parks and Public Works Department provides the maintenance necessary to sustain a transportation system that keeps Snoqualmie and its neighborhoods connected. With nearly 40 miles of road and adjacent sidewalk, the City ensures that important destinations are accessible by all modes of travel. In taking the necessary actions to preserve the condition and functionality of infrastructure, the City can reduce potential safety hazards and avoid potential costly rebuilds.

### Core Services:

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

### Proposed 2023-2024 Biennial Budget Uses:

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 85,525	\$ 216,111	\$ 223,167	\$ 439,278	152.7%	3.3%
<i>Employee Benefits</i>	\$ 48,462	\$ 106,870	\$ 110,918	\$ 217,788	120.5%	3.8%
<i>Supplies</i>	\$ 133,451	\$ 144,812	\$ 170,110	\$ 314,922	8.5%	17.5%
<i>Services</i>	\$ 668,591	\$ 560,655	\$ 591,906	\$ 1,152,561	-16.1%	5.6%
<i>Capital Outlays</i>	\$ -	\$ -	\$ 5,000	\$ 5,000	0.0%	100.0%
<i>Transfers Out</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<b>Total Uses =</b>	<b>\$ 936,029</b>	<b>\$ 1,028,448</b>	<b>\$ 1,101,101</b>	<b>\$ 2,129,549</b>	<b>9.9%</b>	<b>7.1%</b>

## Proposed 2023-2024 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Parks & Public Works Director	0.10	-	0.10
Administrative Assistant II	0.10	-	0.10
Maintenance Operations Manager	0.30	(0.30)	0.00
Parks & Streets Supervisor	0.50	-	0.50
Parks & Streets Lead Worker	0.50	-	0.50
Streets - Maintenance Technician	1.00	-	1.00
<b>Total Staffing Count =</b>	<b>2.50</b>	<b>(0.30)</b>	<b>2.20</b>

## Major Changes/Additions:

- **Right-of-Way Mower** (Ongoing) (2024: -\$20,000)
  - o The current landscape services contract does not include right-of-way mowing and the City currently does not have a right-of-way mower. This funding will allow the City to purchase a mower that will improve the sightlines and safety of our local roadways.

## Non-Departmental

### Description:

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

## Proposed 2023-2024 Biennial Budget Uses:

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<i>Employee Benefits</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<i>Supplies</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<i>Services</i>	\$ 1,141,617	\$ 755,036	\$ 774,142	\$ 1,529,177	-33.9%	2.5%
<i>Capital Outlays</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<i>Transfers Out</i>	\$ 21,378	\$ 2,672,556	\$ 52,151	\$ 2,724,707	12401.4%	-98.0%
<b>Total Uses =</b>	<b>\$ 1,162,995</b>	<b>\$ 3,427,592</b>	<b>\$ 826,293</b>	<b>\$ 4,253,884</b>	<b>194.7%</b>	<b>-75.9%</b>



## Managerial Funds

### Arts Activities Fund (#012)

#### Description:

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

#### Proposed 2023-2024 Biennial Budget Sources, Uses, and Fund Balance:

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	<b>\$ 46,032</b>	<b>\$ 48,578</b>	<b>\$ 39,816</b>			
<b>Sources</b>						
<i>Charges for Goods &amp; Services</i>	\$ 200	\$ 500	\$ 500	\$ 1,000	150.0%	0.0%
<i>Miscellaneous Revenues</i>	\$ 130	\$ 738	\$ 581	\$ 1,319	467.7%	-21.3%
<i>Transfers In</i>	\$ 10,000	\$ 50,856	\$ 27,136	\$ 77,992	408.6%	-46.6%
<b>Total Sources =</b>	<b>\$ 10,330</b>	<b>\$ 52,094</b>	<b>\$ 28,217</b>	<b>\$ 80,311</b>	<b>404.3%</b>	<b>-45.8%</b>
<b>Uses</b>						
<i>Supplies</i>	\$ 2,050	\$ 6,000	\$ 6,000	\$ 12,000	192.6%	0.0%
<i>Services</i>	\$ 5,734	\$ 14,000	\$ 14,000	\$ 28,000	144.2%	0.0%
<i>Capital Outlays</i>	\$ -	\$ 40,856	\$ 17,136	\$ 57,992	100.0%	-58.1%
<b>Total Uses =</b>	<b>\$ 7,784</b>	<b>\$ 60,856</b>	<b>\$ 37,136</b>	<b>\$ 97,992</b>	<b>681.8%</b>	<b>-39.0%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ 2,546</b>	<b>\$ (8,762)</b>	<b>\$ (8,919)</b>	<b>\$ (17,681)</b>		
<b>Ending Fund Balance</b>	<b>\$ 48,578</b>	<b>\$ 39,816</b>	<b>\$ 30,897</b>			

## North Bend Police Services Fund (#014)

### Description:

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

### Proposed 2023-2024 Biennial Budget Sources, Uses, and Fund Balance:

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	<b>\$ 16,429</b>	<b>\$ 244,924</b>	<b>\$ 97,362</b>			
<b>Sources</b>						
<i>Intergovernmental Revenues</i>	\$ 37,500	\$ 37,500	\$ -	\$ 37,500	0.0%	-100.0%
<i>Charges for Goods &amp; Services</i>	\$ 2,185,164	\$ 2,345,223	\$ 2,512,559	\$ 4,857,782	7.3%	7.1%
<i>Miscellaneous Revenues</i>	\$ -	\$ 2,880	\$ 820	\$ 3,700	0.0%	0.0%
<i>Transfers In</i>	\$ 187,025	\$ -	\$ -	\$ -	-100.0%	0.0%
<b>Total Sources =</b>	<b>\$ 2,409,689</b>	<b>\$ 2,385,603</b>	<b>\$ 2,513,379</b>	<b>\$ 4,898,982</b>	<b>-1.0%</b>	<b>5.4%</b>
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 1,157,881	\$ 1,241,620	\$ 1,284,468	\$ 2,526,088	7.2%	3.5%
<i>Employee Benefits</i>	\$ 436,657	\$ 575,696	\$ 598,859	\$ 1,174,555	31.8%	4.0%
<i>Supplies</i>	\$ 54,357	\$ 79,200	\$ 79,200	\$ 158,400	45.7%	0.0%
<i>Services</i>	\$ 532,299	\$ 636,649	\$ 648,214	\$ 1,284,863	19.6%	1.8%
<i>Capital Outlays</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<b>Total Uses =</b>	<b>\$ 2,181,194</b>	<b>\$ 2,533,165</b>	<b>\$ 2,610,741</b>	<b>\$ 5,143,906</b>	<b>16.1%</b>	<b>3.1%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ 228,495</b>	<b>\$ (147,562)</b>	<b>\$ (97,362)</b>	<b>\$ (244,924)</b>		
<b>Ending Fund Balance</b>	<b>\$ 244,924</b>	<b>\$ 97,362</b>	<b>\$ -</b>			

### Proposed 2023-2024 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Police Chief	0.12	-	0.12
Behavioral Health Coordinator	0.50	-	0.50
Police Records Technician	1.00	-	1.00
Police Captain	0.12	-	0.12
Police Sergeant	2.00	-	2.00
Support Officer	0.50	-	0.50
Police Officer	8.00	-	8.00
<b>Total Staffing Count =</b>	<b>12.24</b>	<b>0.00</b>	<b>12.24</b>

## Deposits Reimbursement Control Fund (#018)

### Description:

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

### Proposed 2023-2024 Biennial Budget Sources, Uses, and Fund Balance:

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	\$ 21,266	\$ 21,266	\$ 21,266			
<b>Sources</b>						
<i>Miscellaneous Revenues</i>	\$ -	\$ 358	\$ 358	\$ 716	100.0%	0.0%
<i>Deposits</i>	\$ -	\$ 10,000	\$ 10,000	\$ 20,000	100.0%	0.0%
<b>Total Sources =</b>	\$ -	\$ 10,358	\$ 10,358	\$ 20,716	100.0%	0.0%
<b>Uses</b>						
<i>Refundable Deposits Disbursed</i>	\$ -	\$ 10,358	\$ 10,358	\$ 20,716	100.0%	0.0%
<b>Total Uses =</b>	\$ -	\$ 10,358	\$ 10,358	\$ 20,716	100.0%	0.0%
<b>Sources Over (Under) Uses =</b>	\$ -	\$ -	\$ -	\$ -		
<b>Ending Fund Balance</b>	\$ 21,266	\$ 21,266	\$ 21,266			



## Special Revenue Funds

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

### Hotel/Motel Tax Fund (#110)

#### Description:

This fund records receipts from hotel/motel or lodging taxes. These receipts are a “diversion” of the state component of sales tax attributed to hotel/motel room rentals. The funds are dedicated to tourism promotion. The City’s Lodging Tax Advisory Committee reviews applications from organizations and makes final recommendations on how to spend the taxes received.

#### Proposed 2023-2024 Biennial Budget Sources, Uses, and Fund Balance:

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	<b>\$ 78,782</b>	<b>\$ 147,700</b>	<b>\$ 112,890</b>			
<b>Sources</b>						
<i>Taxes</i>	\$ 166,918	\$ 138,000	\$ 138,000	\$ 276,000	-17.3%	0.0%
<i>Miscellaneous Revenues</i>	\$ 2,000	\$ 2,190	\$ 1,601	\$ 3,791	9.5%	-26.9%
<b>Total Sources =</b>	<b>\$ 168,918</b>	<b>\$ 140,190</b>	<b>\$ 139,601</b>	<b>\$ 279,791</b>	<b>-17.0%</b>	<b>-0.4%</b>
<b>Uses</b>						
<i>Services</i>	\$ 100,000	\$ 175,000	\$ 175,000	\$ 350,000	75.0%	0.0%
<b>Total Uses =</b>	<b>\$ 100,000</b>	<b>\$ 175,000</b>	<b>\$ 175,000</b>	<b>\$ 350,000</b>	<b>75.0%</b>	<b>0.0%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ 68,918</b>	<b>\$ (34,810)</b>	<b>\$ (35,399)</b>	<b>\$ (70,209)</b>		
<b>Ending Fund Balance</b>	<b>\$ 147,700</b>	<b>\$ 112,890</b>	<b>\$ 77,491</b>			

### Drug Enforcement Fund (#118)

#### Description:

The Drug Enforcement Fund was established to collect proceeds from the sale of confiscated and/or forfeited property seized as a result of criminal drug activity. A portion of the proceeds are required to be forwarded to the State of Washington to support the operation of the State Patrol Crime Lab. The proceeds that are retained by the City must be used to support drug

enforcement activities, including acquisition of specialized police equipment. Funds are also used for undercover operations.

### Proposed 2023-2024 Biennial Budget Sources, Uses, and Fund Balance:

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	\$ 32,372	\$ 10,200	\$ 10,200			
<b>Sources</b>						
<i>Miscellaneous Revenues</i>	\$ -	\$ 5,172	\$ 5,172	\$ 10,344	100.0%	0.0%
<b>Total Sources =</b>	<b>\$ -</b>	<b>\$ 5,172</b>	<b>\$ 5,172</b>	<b>\$ 10,344</b>	<b>100.0%</b>	<b>0.0%</b>
<b>Uses</b>						
<i>Supplies</i>	\$ 5,172	\$ 172	\$ 172	\$ 344	-96.7%	0.0%
<i>Services</i>	\$ 10,000	\$ -	\$ -	\$ -	-100.0%	0.0%
<i>Refundable Deposits Disbursed</i>	\$ 7,000	\$ 5,000	\$ 5,000	\$ 10,000	-28.6%	0.0%
<b>Total Uses =</b>	<b>\$ 22,172</b>	<b>\$ 5,172</b>	<b>\$ 5,172</b>	<b>\$ 10,344</b>	<b>-76.7%</b>	<b>0.0%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ (22,172)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		
<b>Ending Fund Balance</b>	<b>\$ 10,200</b>	<b>\$ 10,200</b>	<b>\$ 10,200</b>			

## Affordable Housing Fund (#131)

### Description:

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

## Proposed 2023-2024 Biennial Budget Sources, Uses, and Fund Balance:

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	<b>\$ 553,936</b>	<b>\$ 898,936</b>	<b>\$ 1,283,057</b>			
<b>Sources</b>						
<i>Taxes</i>	\$ 343,000	\$ 369,000	\$ 379,000	\$ 748,000	7.6%	2.7%
<i>Miscellaneous Revenues</i>	\$ 2,000	\$ 15,121	\$ 15,121	\$ 30,242	656.1%	0.0%
<b>Total Sources =</b>	<b>\$ 345,000</b>	<b>\$ 384,121</b>	<b>\$ 394,121</b>	<b>\$ 778,242</b>	<b>11.3%</b>	<b>2.6%</b>
<b>Uses</b>						
<i>Services</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<b>Total Uses =</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>	<b>0.0%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ 345,000</b>	<b>\$ 384,121</b>	<b>\$ 394,121</b>	<b>\$ 778,242</b>		
<b>Ending Fund Balance</b>	<b>\$ 898,936</b>	<b>\$ 1,283,057</b>	<b>\$ 1,677,178</b>			

### ARPA Covid Local Recovery Fund (#150)

#### Description:

The America Rescue Plan Act (ARPA) Covid Local Recovery Fund was established to collect proceeds from the U.S. Department of Treasury following congressional passage of the America Rescue Plan Act (ARPA). The Coronavirus State and Local Fiscal Recovery Funds (SLFRF), which is a part of the American Rescue Plan, delivered funds to state, local, and Tribal governments across the country to support their response to and recovery from the COVID-19 public health emergency. The program ensures that governments have the resources needed to fight the pandemic and support family and businesses struggling with its public health and economic impacts, maintain vital public services, even amid declines in revenue, and build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity.

The City received \$3.8 million in funds over two tranches and engaged in a process to allocate ARPA funds in 2022 to the resident, business, and non-profit members of the community who have been negatively impacted by the pandemic. In order to protect the City from inflationary pressures experienced in 2022 and over the biennium. It is the intention of the City to transfer the remaining funds into the General Fund (#001) to support its ongoing operations.

## Proposed 2023-2024 Biennial Budget Sources, Uses, and Fund Balance:

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	<b>\$ 1,894,301</b>	<b>\$ 2,244,095</b>	<b>\$ 1,132,906</b>			
<b>Sources</b>						
<i>Intergovernmental Revenues</i>	\$ 1,903,134	\$ -	\$ -	\$ -	-100.0%	0.0%
<i>Miscellaneous Revenues</i>	\$ 4,000	\$ 28,327	\$ 9,454	\$ 37,781	608.2%	-66.6%
<b>Total Sources =</b>	<b>\$ 1,907,134</b>	<b>\$ 28,327</b>	<b>\$ 9,454</b>	<b>\$ 37,781</b>	<b>-98.5%</b>	<b>-66.6%</b>
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 41,711	\$ 54,441	\$ 56,347	\$ 110,788	30.5%	3.5%
<i>Employee Benefits</i>	\$ 15,324	\$ 25,666	\$ 26,604	\$ 52,270	67.5%	3.7%
<i>Services</i>	\$ 750,305	\$ 500	\$ 500	\$ 1,000	-99.9%	0.0%
<i>Transfers Out</i>	\$ 750,000	\$ 1,058,909	\$ 1,058,909	\$ 2,117,818	41.2%	0.0%
<b>Total Uses =</b>	<b>\$ 1,557,340</b>	<b>\$ 1,139,516</b>	<b>\$ 1,142,360</b>	<b>\$ 2,281,876</b>	<b>-26.8%</b>	<b>0.2%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ 349,794</b>	<b>\$ (1,111,189)</b>	<b>\$ (1,132,906)</b>	<b>\$ (2,244,095)</b>		
<b>Ending Fund Balance</b>	<b>\$ 2,244,095</b>	<b>\$ 1,132,906</b>	<b>\$ -</b>			

## Proposed 2023-2024 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Project Specialist	0.00	0.56	0.56
ARPA Specialist/Human Services Navigator	0.56	(0.56)	0.00
<b>Total Staffing Count =</b>	<b>0.56</b>	<b>0.00</b>	<b>0.56</b>



## Governmental Capital Funds

### Non-Utilities Capital Fund (#310)

#### Description:

The Non-Utilities Capital Fund appropriates funds for the acquisition or improvement of long-term park, transportation, and facility infrastructure with a useful life greater than one year over the biennium. On August 8, 2022, Council adopted the 2023-2028 Capital Improvement Plan (CIP). The first two years of the plan have been incorporated into this fund for the 2023-2024 Biennial Budget.

#### Proposed 2023-2024 Biennial Budget Sources, Uses, and Fund Balance:

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	<b>\$ 18,637,740</b>	<b>\$ 20,100,000</b>	<b>\$ 17,584,450</b>			
<b>Sources</b>						
<i>Taxes</i>	\$ 3,175,915	\$ 2,587,388	\$ 2,857,766	\$ 5,445,154	-18.5%	10.4%
<i>Intergovernmental Revenues</i>	\$ 1,740,000	\$ 8,518,550	\$ 2,383,400	\$ 10,901,950	389.6%	-72.0%
<i>Miscellaneous Revenues</i>	\$ -	\$ 349,012	\$ 166,234	\$ 515,246	100.0%	-52.4%
<i>Transfers In</i>	\$ -	\$ 2,500,000	\$ -	\$ 2,500,000	100.0%	-100.0%
<b>Total Sources =</b>	<b>\$ 4,915,915</b>	<b>\$ 13,954,950</b>	<b>\$ 5,407,400</b>	<b>\$ 19,362,350</b>	<b>183.9%</b>	<b>-61.3%</b>
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 81,850	\$ 232,366	\$ 240,149	\$ 472,515	183.9%	3.3%
<i>Employee Benefits</i>	\$ 30,429	\$ 97,940	\$ 101,719	\$ 199,659	221.9%	3.9%
<i>Supplies</i>	\$ 203	\$ -	\$ -	\$ -	-100.0%	0.0%
<i>Services</i>	\$ 7,696	\$ 158,258	\$ 162,391	\$ 320,649	1956.4%	2.6%
<i>Capital Outlays</i>	\$ 2,985,478	\$ 15,854,080	\$ 20,362,455	\$ 36,216,535	431.0%	28.4%
<i>Debt Service</i>	\$ 348,000	\$ 87,000	\$ 87,000	\$ 174,000	-75.0%	0.0%
<i>Transfers Out</i>	\$ -	\$ 40,856	\$ 17,136	\$ 57,992	100.0%	-58.1%
<b>Total Uses =</b>	<b>\$ 3,453,655</b>	<b>\$ 16,470,500</b>	<b>\$ 20,970,850</b>	<b>\$ 37,441,350</b>	<b>376.9%</b>	<b>27.3%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ 1,462,260</b>	<b>\$ (2,515,550)</b>	<b>\$ (15,563,450)</b>	<b>\$ (18,079,000)</b>		
<b>Ending Fund Balance</b>	<b>\$ 20,100,000</b>	<b>\$ 17,584,450</b>	<b>\$ 2,021,000</b>			

#### Proposed 2023-2024 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Parks & Public Works Director	0.125	-	0.125
Administrative Assistant II	0.125	-	0.125
Engineer	0.75	-	0.75
CIP Project Manager	0.00	1.00	1.00
<b>Total Staffing Count =</b>	<b>1.00</b>	<b>1.00</b>	<b>2.00</b>

## Major Changes/Additions:

- **CIP Project Manager** (Ongoing) (2023: -\$153,800, 2024: -\$159,318)
  - o The purpose of this position is to help implement the non-utilities portion of the CIP which includes managing multiple capital programs and projects while going after the grants necessary to accomplish the plan. Sufficient labor dollars were allocated within the 2023-2028 CIP to fund this position.
- **Right-of-Way Mower** (One-Time) (2023: -\$80,000)
  - o The current landscape services contract does not include right-of-way mowing and the City currently does not have a right-of-way mower. This funding will allow the City to purchase a mower that will improve the sightlines and safety of our local roadways.



## Enterprise Funds

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

### Enterprise Funds Resources Summary:

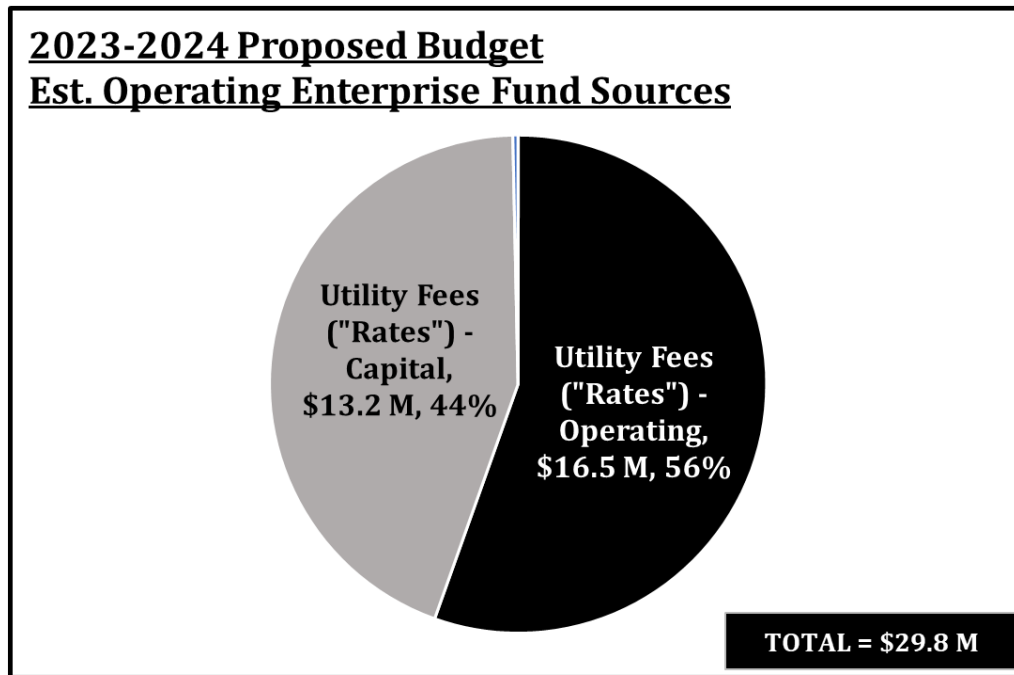
The City of Snoqualmie operates three enterprise utilities: water, sewer, and stormwater. The primary source of revenue generated by all three utilities are utility fees ("rates"). Utility rates are set by Council and were last adopted in May of 2021 for a six-year period (2021-2026). Changes in utility rates may differ between customer class and the utility involved. For an average resident<sup>1</sup> in Snoqualmie, the following table estimates the increase in their utility bill on an annual basis.

Phase-In Alternative 1	Existing	2022	2023	2024	2025	2026
Avg. Residential Monthly Bill	\$ 159.45	\$ 164.34	\$ 169.38	\$ 174.58	\$ 179.94	\$ 185.47
\$ Monthly Difference		\$ 4.89	\$ 5.04	\$ 5.20	\$ 5.36	\$ 5.53
Overall Increase		3.07%	3.07%	3.07%	3.07%	3.07%

In total, the operating enterprise funds are expected to generate \$29.8 million in revenue over the next biennium. This is approximately a 5.5% increase over the amount collected during the

<sup>1</sup> Assumes a ¾" meter, 7 centum cubic feet of monthly water usage, and 1 equivalent service unit (ESU).

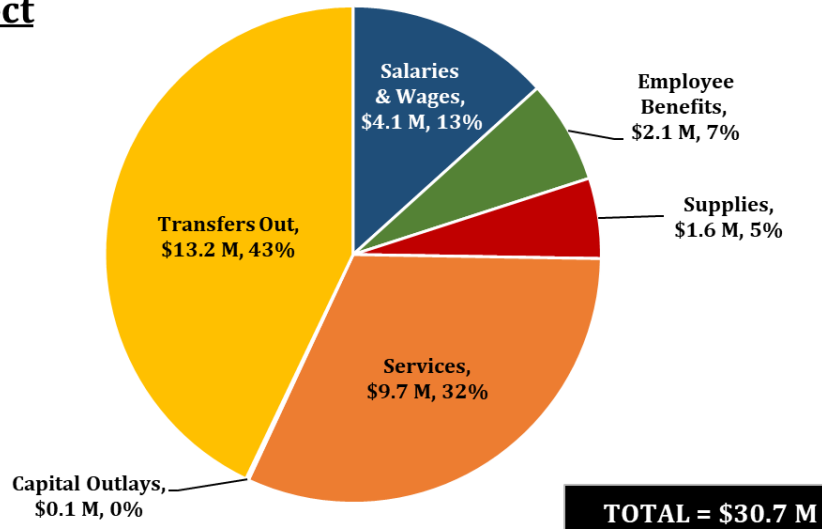
2021-2022 biennium. Of the revenue expected to be collected during the next biennium, roughly \$13.2 million will fund the capital needs of the utilities and \$16.5 million will support utility operations.



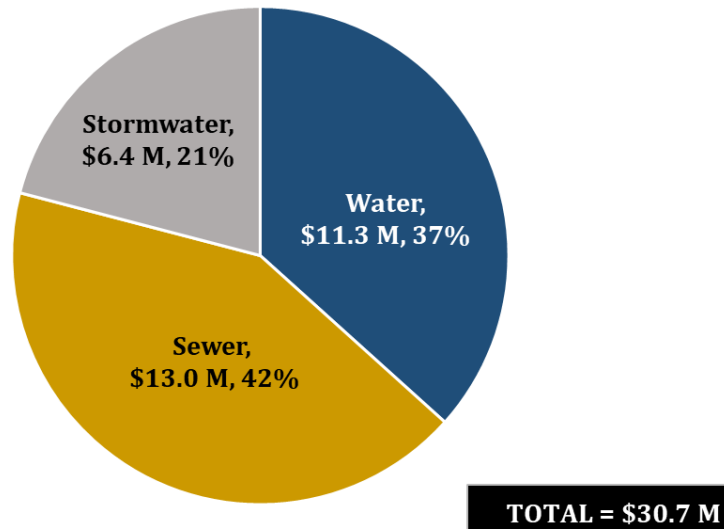
### **Enterprise Funds Uses Summary:**

During the 2023-2024 biennium, the three operating enterprise funds (Water Operations Fund (#401), Sewer Operations Fund (#402), Stormwater Operations Fund (#403)) are expected to spend \$30.7 million, which includes \$13.2 million in transfers to the Utilities Capital Fund (#417) to pay for capital improvements and debt service. The following two charts break out the anticipated spending by object and utility.

**2023-2024 Proposed Budget**  
**Est. Operating Enterprise Fund Uses**  
**By Object**



**2023-2024 Proposed Budget**  
**Est. Operating Enterprise Fund Uses**  
**By Utility**



## Water Operations Fund (#401)

### Description:

The Water Operations Fund is composed of the Water Operations Division of the Parks and Public Works Department. The Division provides the management and maintenance necessary to deliver high quality drinking water to the residents and businesses of Snoqualmie. Through a reliable collection, treatment, and distribution system, the City is able to supply clean and readily available water in support of a healthy and vibrant community.

### Core Services:

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

### Proposed 2023-2024 Biennial Budget Sources, Uses, and Fund Balance:

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	<b>\$ 1,362,835</b>	<b>\$ 1,635,856</b>	<b>\$ 1,359,689</b>			
<b>Sources</b>						
<i>Licenses &amp; Permits</i>	\$ 3,238	\$ 3,335	\$ 3,435	\$ 6,770	3.0%	3.0%
<i>Charges for Goods &amp; Services</i>	\$ 4,857,266	\$ 5,158,947	\$ 5,479,489	\$ 10,638,437	6.2%	6.2%
<i>Miscellaneous Revenues</i>	\$ 17,505	\$ 28,532	\$ 21,895	\$ 50,427	63.0%	-23.3%
<b>Total Sources =</b>	<b>\$ 4,878,009</b>	<b>\$ 5,190,814</b>	<b>\$ 5,504,819</b>	<b>\$ 10,695,634</b>	<b>6.4%</b>	<b>6.0%</b>
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 513,027	\$ 745,834	\$ 770,087	\$ 1,515,921	45.4%	3.3%
<i>Employee Benefits</i>	\$ 272,908	\$ 380,391	\$ 395,044	\$ 775,435	39.4%	3.9%
<i>Supplies</i>	\$ 290,625	\$ 363,029	\$ 349,556	\$ 712,585	24.9%	-3.7%
<i>Services</i>	\$ 1,669,217	\$ 1,790,085	\$ 1,831,263	\$ 3,621,348	7.2%	2.3%
<i>Capital Outlays</i>	\$ 3,395	\$ 38,619	\$ 3,710	\$ 42,329	1037.5%	-90.4%
<i>Transfers Out</i>	\$ 1,855,816	\$ 2,149,023	\$ 2,435,751	\$ 4,584,774	15.8%	13.3%
<b>Total Uses =</b>	<b>\$ 4,604,987</b>	<b>\$ 5,466,981</b>	<b>\$ 5,785,411</b>	<b>\$ 11,252,392</b>	<b>18.7%</b>	<b>5.8%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ 273,022</b>	<b>\$ (276,167)</b>	<b>\$ (280,592)</b>	<b>\$ (556,758)</b>		
<b>Ending Fund Balance</b>	<b>\$ 1,635,856</b>	<b>\$ 1,359,689</b>	<b>\$ 1,079,098</b>			

### Proposed 2023-2024 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Parks & Public Works Director	0.15	-	0.15
Deputy Parks & Public Works Director	0.20	-	0.20
Administrative Assistant II	0.15	-	0.15
Water Supervisor	1.00	-	1.00
Water Treatment - Maintenance Technician	2.00	1.00	3.00
Water Distribution - Maintenance Technician	2.00	-	2.00
Irrigation - Maintenance Technician	1.00	-	1.00
<b>Total Staffing Count =</b>	<b>6.50</b>	<b>1.00</b>	<b>7.50</b>

### Major Changes/Additions:

- **Water Maintenance Technician** (Ongoing) (2023: -\$117,722, 2024: -\$121,977)
  - o The purpose of this position is to support the operational functioning of the water distribution system and treatment facilities during assigned shifts and in emergency situations. The Water System Plan calls for the addition of 6 new positions over the next few years to maintain the condition of the water system. The position was contemplated and included within the 2021-2026 utility rate scheduled adopted by Council.
- **Valve Turning Machine and Pick-Up Truck** (Ongoing) (2024: -\$20,000)
  - o Currently, Water Maintenance Technicians are hand turning valves which runs a risk of injury. The Valve Turning Machine will enable technicians to do their job in a safer, more effective manner. The new Water Maintenance Technician position, listed above, will also need a pick-up truck to perform their duties in support of the water treatment and distribution process.

## Sewer Operations Fund (#402)

### Description:

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

### Core Services:

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

### Proposed 2023-2024 Biennial Budget Sources, Uses, and Fund Balance:

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	<b>\$ 481,202</b>	<b>\$ 786,844</b>	<b>\$ 941,972</b>			
<b>Sources</b>						
<i>Charges for Goods &amp; Services</i>	\$ 6,176,933	\$ 6,432,492	\$ 6,697,825	\$ 13,130,317	4.1%	4.1%
<i>Miscellaneous Revenues</i>	\$ 18,572	\$ 15,116	\$ 15,970	\$ 31,086	-18.6%	5.6%
<b>Total Sources =</b>	<b>\$ 6,195,505</b>	<b>\$ 6,447,608</b>	<b>\$ 6,713,795</b>	<b>\$ 13,161,403</b>	<b>4.1%</b>	<b>4.1%</b>
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 600,048	\$ 787,436	\$ 812,529	\$ 1,599,965	31.2%	3.2%
<i>Employee Benefits</i>	\$ 280,199	\$ 375,118	\$ 389,655	\$ 764,773	33.9%	3.9%
<i>Supplies</i>	\$ 280,105	\$ 290,940	\$ 297,962	\$ 588,902	3.9%	2.4%
<i>Services</i>	\$ 1,485,878	\$ 2,040,378	\$ 2,046,497	\$ 4,086,875	37.3%	0.3%
<i>Capital Outlays</i>	\$ 6,416	\$ 6,840	\$ 7,010	\$ 13,850	6.6%	2.5%
<i>Transfers Out</i>	\$ 3,237,218	\$ 2,791,768	\$ 3,164,252	\$ 5,956,020	-13.8%	13.3%
<b>Total Uses =</b>	<b>\$ 5,889,863</b>	<b>\$ 6,292,480</b>	<b>\$ 6,717,905</b>	<b>\$ 13,010,385</b>	<b>6.8%</b>	<b>6.8%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ 305,642</b>	<b>\$ 155,128</b>	<b>\$ (4,110)</b>	<b>\$ 151,018</b>		
<b>Ending Fund Balance</b>	<b>\$ 786,844</b>	<b>\$ 941,972</b>	<b>\$ 937,862</b>			

### Proposed 2023-2024 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Parks & Public Works Director	0.10	-	0.10
Deputy Parks & Public Works Director	0.20	-	0.20
Administrative Assistant II	0.10	-	0.10
Sewer Supervisor	1.00	-	1.00
Sewer - Plant Operator Lead	1.00	-	1.00
Sewer - Plant Operator Senior	1.00	-	1.00
Sewer - Industrial Maint. Technician Senior	1.00	-	1.00
Sewer - Maintenance Technician	2.00	-	2.00
Sewer - Laboratory Analyst	1.00	-	1.00
<b>Total Staffing Count =</b>	<b>7.40</b>	<b>0.00</b>	<b>7.40</b>

## Stormwater Operations Fund (#403)

### **Description:**

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

### Core Services:

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

## Proposed 2023-2024 Biennial Budget Sources, Uses, and Fund Balance:

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	<b>\$ 613,908</b>	<b>\$ 984,709</b>	<b>\$ 621,178</b>			
<b>Sources</b>						
<i>Charges for Goods &amp; Services</i>	\$ 2,635,524	\$ 2,838,624	\$ 3,057,401	\$ 5,896,025	7.7%	7.7%
<i>Miscellaneous Revenues</i>	\$ 6,233	\$ 12,275	\$ 6,082	\$ 18,357	96.9%	-50.5%
<b>Total Sources =</b>	<b>\$ 2,641,757</b>	<b>\$ 2,850,899</b>	<b>\$ 3,063,483</b>	<b>\$ 5,914,382</b>	<b>7.9%</b>	<b>7.5%</b>
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 286,106	\$ 477,431	\$ 493,335	\$ 970,766	66.9%	3.3%
<i>Employee Benefits</i>	\$ 166,164	\$ 255,373	\$ 265,331	\$ 520,704	53.7%	3.9%
<i>Supplies</i>	\$ 136,319	\$ 149,710	\$ 153,455	\$ 303,165	9.8%	2.5%
<i>Services</i>	\$ 694,622	\$ 999,861	\$ 1,008,760	\$ 2,008,621	43.9%	0.9%
<i>Capital Outlays</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<i>Transfers Out</i>	\$ 987,745	\$ 1,332,055	\$ 1,290,646	\$ 2,622,701	34.9%	-3.1%
<b>Total Uses =</b>	<b>\$ 2,270,956</b>	<b>\$ 3,214,430</b>	<b>\$ 3,211,527</b>	<b>\$ 6,425,957</b>	<b>41.5%</b>	<b>-0.1%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ 370,801</b>	<b>\$ (363,531)</b>	<b>\$ (148,044)</b>	<b>\$ (511,575)</b>		
<b>Ending Fund Balance</b>	<b>\$ 984,709</b>	<b>\$ 621,178</b>	<b>\$ 473,134</b>			

## Proposed 2023-2024 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Parks & Public Works Director	0.10	-	0.10
Deputy Parks & Public Works Director	0.10	-	0.10
Administrative Assistant II	0.10	-	0.10
Stormwater & Urban Forestry Supervisor	0.00	1.00	1.00
Urban Forester	1.00	-	1.00
Stormwater - Maintenance Technician	1.00	1.00	2.00
Urban Forestry - Maintenance Technician	1.00	-	1.00
<b>Total Staffing Count =</b>	<b>3.30</b>	<b>2.00</b>	<b>5.30</b>

## Major Changes/Additions:

- **Stormwater & Urban Forestry Supervisor** (Ongoing) (2023: -\$136,958, 2024: -\$141,908)
  - o The purpose of this position is to supervise the work of the Division including the operational functioning of the stormwater system and maintenance of City-owned natural resources including street trees and forested open space. Since August 2019, the City has been under a National Pollution Discharge Elimination System (NPDES) Phase II Municipal Stormwater Permit (Phase II Permit) issued by the Washington State Department of Ecology. By creating a supervisory position that is focused on maintaining the stormwater system, the Urban Forestry Program, and managing the NPDES permit, the Division will be able to improve service as well as maintain excellent relations with the Department of Ecology. Currently the Division is managed by the Sewer Supervisor.

- **Stormwater Maintenance Technician** (Ongoing) (2023: -\$117,722, 2024: -\$121,977)
  - o The purpose of this position is to support the operational functioning of the stormwater system and maintenance of City-owned natural resources including street trees and forested open space during assigned shifts and in emergency situations. Since August 2019, the City has been under a National Pollution Discharge Elimination System (NPDES) Phase II Municipal Stormwater Permit (Phase II Permit) issued by the Washington State Department of Ecology. To meet the requirements of the permit, this position will help to track, inspect, and cleanup where necessary. The position was contemplated and included within the 2021-2026 utility rate scheduled adopted by Council.

## Utilities Capital Fund (#417)

### Description:

The Utilities Capital Fund appropriates funds for the acquisition or improvement of long-term utility (water, sewer, and stormwater) infrastructure with a useful life greater than one year over the biennium. On August 8, 2022, Council adopted the 2023-2028 Capital Improvement Plan (CIP). The first two years of the plan have been incorporated into this fund for the 2023-2024 Biennial Budget.

### Proposed 2023-2024 Biennial Budget Sources, Uses, and Fund Balance:

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	<b>\$ 10,682,998</b>	<b>\$ 19,400,000</b>	<b>\$ 21,137,442</b>			
<b>Sources</b>						
<i>Intergovernmental Revenues</i>	\$ 2,434,083	\$ 290,500	\$ 1,518,500	\$ 1,809,000	-88.1%	422.7%
<i>Miscellaneous Revenues</i>	\$ 5,531,607	\$ 3,572,153	\$ 3,719,350	\$ 7,291,503	-35.4%	4.1%
<i>Capital Contributions</i>	\$ 1,100,000	\$ 237,943	\$ 2,644,643	\$ 2,882,586	-78.4%	1011.5%
<i>Transfers In</i>	\$ 6,009,011	\$ 6,272,846	\$ 6,890,649	\$ 13,163,495	4.4%	9.8%
<b>Total Sources =</b>	<b>\$ 15,074,702</b>	<b>\$ 10,373,442</b>	<b>\$ 14,773,142</b>	<b>\$ 25,146,584</b>	<b>-31.2%</b>	<b>42.4%</b>
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 278,911	\$ 393,823	\$ 407,467	\$ 801,290	41.2%	3.5%
<i>Employee Benefits</i>	\$ 108,538	\$ 165,690	\$ 172,162	\$ 337,852	52.7%	3.9%
<i>Supplies</i>	\$ 231	\$ -	\$ -	\$ -	-100.0%	0.0%
<i>Services</i>	\$ 17,672	\$ 308,802	\$ 370,510	\$ 679,312	1647.5%	20.0%
<i>Capital Outlays</i>	\$ 3,504,437	\$ 5,208,685	\$ 17,197,861	\$ 22,406,546	48.6%	230.2%
<i>Debt Service</i>	\$ 2,447,911	\$ 2,409,000	\$ 2,408,000	\$ 4,817,000	-1.6%	0.0%
<i>Transfers Out</i>	\$ -	\$ 150,000	\$ -	\$ 150,000	100.0%	-100.0%
<b>Total Uses =</b>	<b>\$ 6,357,700</b>	<b>\$ 8,636,000</b>	<b>\$ 20,556,000</b>	<b>\$ 29,192,000</b>	<b>35.8%</b>	<b>138.0%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ 8,717,002</b>	<b>\$ 1,737,442</b>	<b>\$ (5,782,858)</b>	<b>\$ (4,045,416)</b>		
<b>Ending Fund Balance</b>	<b>\$ 19,400,000</b>	<b>\$ 21,137,442</b>	<b>\$ 15,354,584</b>			

### Proposed 2023-2024 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Parks & Public Works Director	0.25	-	0.25
Deputy Parks & Public Works Director	0.50	-	0.50
Administrative Assistant II	0.25	-	0.25
Engineer	2.25	-	2.25
<b>Total Staffing Count =</b>	<b>3.25</b>	<b>0.00</b>	<b>3.25</b>

### Major Changes/Additions:

- **Valve Turning Machine and Pick-Up Truck** (One-Time) (2023: -\$145,000)
  - o Currently, Water Maintenance Technicians are hand turning valves which runs a risk of injury. The Valve Turning Machine will enable technicians to do their job in a safer, more effective manner. The new Water Maintenance Technician position, listed above, will also need a pick-up truck to perform their duties in support of the water treatment and distribution process.



## Internal Service Funds

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

### Equipment Replacement & Repair Fund (#501)

#### Description:

The Equipment Replacement and Repair Division maintains a “keep the City moving” commitment by providing safe and operable equipment at the lowest possible cost per mile. With over 140 vehicles and equipment, the division is able to keep multiple City departments responding to calls for service through strict preventative maintenance and proper replacement management. The work completed ensures that the City can provide quality, longer-lived assets, reducing the need to part with vehicles or equipment sooner than expected.

#### Core Services:

- Manage approximately \$10 million dollars’ worth of City assets through the repair and replacement of batteries, engines, transmissions, drive axles, brakes, tires, oil, etc.
- Maintain and replenish the inventory of high use parts on an as-needed basis.
- Manage and procure the replacement of all City vehicles and equipment.
- Manage the registration and insurance for all City vehicles and equipment.
- Support the City Clerk in the repair or replacement of vehicles or equipment damaged due to accidents.
- Support 4 insourcing programs including City of North Bend Police Services, the school resource officer, City of Duvall information technology, and the Coalition of Small Police Agencies.
- Outsource specialty vehicles and equipment for repair and maintenance such as large Fire Department apparatus.

## Proposed 2023-2024 Biennial Budget Sources, Uses, and Fund Balance:

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	<b>\$ 2,527,534</b>	<b>\$ 2,384,697</b>	<b>\$ 1,872,596</b>			
<b>Sources</b>						
<i>Charges for Goods &amp; Services</i>	\$ 1,225,850	\$ 1,446,002	\$ 1,510,332	\$ 2,956,334	18.0%	4.4%
<i>Miscellaneous Revenues</i>	\$ 5,745	\$ 37,787	\$ 41,793	\$ 79,580	557.7%	10.6%
<i>Other Financing Sources</i>	\$ 67,992	\$ 70,000	\$ 70,000	\$ 140,000	3.0%	0.0%
<i>Transfers In</i>	\$ -	\$ 514,388	\$ -	\$ 514,388	100.0%	-100.0%
<b>Total Sources =</b>	<b>\$ 1,299,587</b>	<b>\$ 2,068,177</b>	<b>\$ 1,622,125</b>	<b>\$ 3,690,302</b>	<b>59.1%</b>	<b>-21.6%</b>
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 184,691	\$ 179,392	\$ 184,604	\$ 363,996	-2.9%	2.9%
<i>Employee Benefits</i>	\$ 84,802	\$ 83,521	\$ 86,751	\$ 170,272	-1.5%	3.9%
<i>Supplies</i>	\$ 242,577	\$ 386,898	\$ 436,232	\$ 823,130	59.5%	12.8%
<i>Services</i>	\$ 376,451	\$ 247,468	\$ 254,022	\$ 501,490	-34.3%	2.6%
<i>Capital Outlays</i>	\$ 553,903	\$ 1,682,999	\$ 61,226	\$ 1,744,225	203.8%	-96.4%
<i>Transfers Out</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<b>Total Uses =</b>	<b>\$ 1,442,425</b>	<b>\$ 2,580,278</b>	<b>\$ 1,022,835</b>	<b>\$ 3,603,113</b>	<b>78.9%</b>	<b>-60.4%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ (142,838)</b>	<b>\$ (512,101)</b>	<b>\$ 599,290</b>	<b>\$ 87,189</b>		
<b>Ending Fund Balance</b>	<b>\$ 2,384,697</b>	<b>\$ 1,872,596</b>	<b>\$ 2,471,886</b>			

## Proposed 2023-2024 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Parks & Public Works Director	0.05	-	0.05
Administrative Assistant II	0.05	-	0.05
Maintenance Operations Manager	0.20	(0.20)	0.00
Fleet & Facilities Supervisor	0.50	-	0.50
Fleet - Mechanic	1.00	-	1.00
<b>Total Staffing Count =</b>	<b>1.80</b>	<b>(0.20)</b>	<b>1.60</b>

## 2023 Equipment Replacement List:

As a part of the 2023-2024 Biennial Budget, the City of Snoqualmie will be replacing or purchasing a number of new vehicles or pieces of equipment.

Count	Asset	Year	ID#	Dept.	Cost	Type
1	Fire Engine LaFrance	2003	106	Fire & EM	\$900,000	Replace
2	Chev. 1 Ton Service	2003	232	P&PW (Water)	\$85,000	Replace
3	Chev. ¾ Ton Utility	2004	455	P&PW (Water)	\$75,000	Replace
4	Schwarze Sweeper	2014	248	P&PW (Storm)	\$375,000	Replace
5	580 SL Backhoe/Case	1997	226	P&PW (Streets)	\$180,000	Replace
6	Lift Truck – Cat T30D	1997	245	P&PW (Fleet)	\$49,999	Replace
7	Olympic Trailer 1 ½ T	2013	422	P&PW (Parks)	\$6,000	Replace
8	Magnum Trailer	2003	444	P&PW (Parks)	\$12,000	Replace
<b>TOTAL =</b>					<b>\$1,682,999</b>	

## 2024 Equipment Replacement List:

Count	Asset	Year	ID#	Dept.	Cost	Type
1	Honda XR 650L (Motorcycle)	2001	136	Police (S)	\$13,113	Replace
2	Honda XR 650L (Motorcycle)	2001	137	Police (S)	\$13,113	Replace
3	Compactor/Wack BS600	2000	246	P&PW (Water)	\$5,000	Replace
4	Toro Sand Pro 2020	2007	441	P&PW (Parks)	\$17,000	Replace
5	Toro Blower Towbehind Buff.	2010	470	P&PW (Parks)	\$13,000	Replace
<b>TOTAL =</b>					<b>\$61,226</b>	

## Information Technology Fund (#502)

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

### Core Services:

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

## Proposed 2023-2024 Biennial Budget Sources, Uses, and Fund Balance:

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	<b>\$ 3,151,904</b>	<b>\$ 2,251,692</b>	<b>\$ 1,777,014</b>			
<b>Sources</b>						
<i>Charges for Goods &amp; Services</i>	\$ 1,911,953	\$ 2,473,635	\$ 2,645,020	\$ 5,118,655	29.4%	6.9%
<i>Miscellaneous Revenues</i>	\$ 7,046	\$ 34,136	\$ 26,589	\$ 60,725	384.5%	-22.1%
<i>Transfers In</i>	\$ -	\$ 150,000	\$ -	\$ 150,000	100.0%	-100.0%
<b>Total Sources =</b>	<b>\$ 1,918,999</b>	<b>\$ 2,657,771</b>	<b>\$ 2,671,609</b>	<b>\$ 5,329,380</b>	<b>38.5%</b>	<b>0.5%</b>
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 870,186	\$ 966,526	\$ 1,000,817	\$ 1,967,343	11.1%	3.5%
<i>Employee Benefits</i>	\$ 334,503	\$ 394,059	\$ 409,067	\$ 803,126	17.8%	3.8%
<i>Supplies</i>	\$ 45,620	\$ 65,500	\$ 67,138	\$ 132,638	43.6%	2.5%
<i>Services</i>	\$ 1,016,051	\$ 1,014,231	\$ 1,002,987	\$ 2,017,218	-0.2%	-1.1%
<i>Capital Outlays</i>	\$ 552,851	\$ 692,133	\$ 663,331	\$ 1,355,464	25.2%	-4.2%
<i>Transfers Out</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<b>Total Uses =</b>	<b>\$ 2,819,212</b>	<b>\$ 3,132,449</b>	<b>\$ 3,143,340</b>	<b>\$ 6,275,789</b>	<b>11.1%</b>	<b>0.3%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ (900,213)</b>	<b>\$ (474,678)</b>	<b>\$ (471,731)</b>	<b>\$ (946,409)</b>		
<b>Ending Fund Balance</b>	<b>\$ 2,251,692</b>	<b>\$ 1,777,014</b>	<b>\$ 1,305,283</b>			

## Proposed 2023-2024 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Information Technology Director	1.00	-	1.00
IT Manager	0.00	1.00	1.00
Information Technology Systems Support	2.00	-	2.00
Service Desk Technician (Snoqualmie)	1.00	-	1.00
Service Desk Technician (Duvall)	1.00	-	1.00
GIS Systems Analyst	1.00	-	1.00
IT Systems Engineer	1.00	-	1.00
IT Project Manager	1.00	-	1.00
<b>Total Staffing Count =</b>	<b>8.00</b>	<b>1.00</b>	<b>9.00</b>

## Major Changes/Additions:

- **IT Manager** (Ongoing) (2023: -\$164,322, 2024: -\$170,717)
  - o The intent of this position is to allow the Information Technology Department to address certain needs more effectively, manage several projects scheduled over the next two years, and help to free up leadership's capacity to develop strategies to improve levels-of-service to other departments.
- **Council Chambers Audio/Visual Upgrade** (One-Time) (2023: -\$108,000)
  - o The intent of this proposal is to improve the ability of the Charles S. Peterson Council Chambers to host hybrid meetings and reduce the effort required to administer the technology. The Council Chambers is one of the most important meeting spaces in the City of Snoqualmie and plays host to several organizations

outside the City as well as regional meetings. The Information Technology Fund will receive funds from the General Fund (#001) to support this improvement.

- **Core Switch Replacement** (One-Time) (2023: -\$97,000)
  - o A core switch enables the routing of data necessary at the core layer level within and between networks. The current core switch will no longer be supported by the vendor soon. End-of-support is scheduled for April 2024.
- **Firewall Replacement** (One-Time) (2023: -\$30,000)
  - o This is a necessary replacement to prevent attacks against the City's networks. All network traffic is scanned as it goes in and out of the City. The current firewall is aging and soon will no longer be supported by the vendor. End-of-life and end-of-support is scheduled for the 3<sup>rd</sup> quarter of 2023 and 4<sup>th</sup> quarter of 2024 respectively.
- **Broadband Feasibility Study** (One-Time) (2023: -\$15,000)
  - o This study would provide a path forward on what economic options might be available regarding the utilization of existing conduits and fiber owned by the City to increase the speed of data transmission.

## Facilities Maintenance Fund (#510)

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

### Core Services:

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

## Proposed 2023-2024 Biennial Budget Sources, Uses, and Fund Balance:

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	<b>\$ 636,450</b>	<b>\$ 711,374</b>	<b>\$ 208,066</b>			
<b>Sources</b>						
<i>Charges for Goods &amp; Services</i>	\$ 609,924	\$ 904,557	\$ 717,372	\$ 1,621,929	48.3%	-20.7%
<i>Miscellaneous Revenues</i>	\$ -	\$ 10,288	\$ 6,125	\$ 16,413	100.0%	-40.5%
<b>Total Sources =</b>	<b>\$ 609,924</b>	<b>\$ 914,845</b>	<b>\$ 723,497</b>	<b>\$ 1,638,342</b>	<b>50.0%</b>	<b>-20.9%</b>
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 151,225	\$ 158,595	\$ 163,587	\$ 322,182	4.9%	3.1%
<i>Employee Benefits</i>	\$ 99,899	\$ 80,847	\$ 84,004	\$ 164,851	-19.1%	3.9%
<i>Supplies</i>	\$ 48,575	\$ 54,137	\$ 55,492	\$ 109,629	11.5%	2.5%
<i>Services</i>	\$ 235,301	\$ 403,186	\$ 413,504	\$ 816,690	71.3%	2.6%
<i>Capital Outlays</i>	\$ -	\$ 207,000	\$ -	\$ 207,000	100.0%	-100.0%
<i>Transfers Out</i>	\$ -	\$ 514,388	\$ -	\$ 514,388	0.0%	0.0%
<b>Total Uses =</b>	<b>\$ 535,000</b>	<b>\$ 1,418,153</b>	<b>\$ 716,587</b>	<b>\$ 2,134,740</b>	<b>165.1%</b>	<b>-49.5%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ 74,924</b>	<b>\$ (503,308)</b>	<b>\$ 6,910</b>	<b>\$ (496,398)</b>		
<b>Ending Fund Balance</b>	<b>\$ 711,374</b>	<b>\$ 208,066</b>	<b>\$ 214,976</b>			

## Proposed 2023-2024 Biennial Budget Staffing:

Position Title	Authorized FTEs	Change Requested	Proposed FTEs
Parks & Public Works Director	0.025	-	0.025
Administrative Assistant II	0.025	-	0.025
Maintenance Operations Manager	0.10	(0.10)	0.00
Fleet & Facilities Supervisor	0.50	-	0.50
Facilities - Maintenance Technician	1.00	-	1.00
<b>Total Staffing Count =</b>	<b>1.65</b>	<b>(0.10)</b>	<b>1.55</b>

## Major Changes/Additions:

- **Security Infrastructure at City Hall** (One-Time) (2023: -\$207,000)
  - o The intent of this proposal is to adapt City Hall to account for potential safety risks. As a result, the City expects to prevent the property damage that has occurred in the past as well as protect employees from emergent threats. A secondary goal from such changes is the ability to free up more useable space to house employees. The Facilities Maintenance Fund will receive funds from the General Fund (#001) to support this improvement.



## Appendices



## A1: Financial Forecast Working Table



Forecast - Revenues, Expenditures & Fund Balance - Governmental Operating	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
	Budgeted	Budgeted	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected
Beginning Fund Balance	4,423,674	1,769,649	2,548,984	2,809,544	2,836,185	2,681,757	2,352,297	1,917,334	1,388,095	741,933
Recurring Revenues										
Property Tax (Avg. Annual Inc. = 1.25%)	8,401,505	8,506,524	8,612,855	8,720,516	8,829,522	8,939,891	9,051,640	9,164,786	9,279,345	9,395,337
Sales & Use Tax/B&O Tax (KC Economic Forecast: Avg. Annual Inc. = 3.40%)	3,769,396	3,922,597	4,081,070	4,101,067	4,210,976	4,312,039	4,502,200	4,713,353	4,917,442	5,130,367
Utility Tax (Avg. Annual Inc. = 2.20%)	2,482,551	2,524,168	2,579,700	2,636,453	2,694,455	2,753,733	2,814,316	2,876,231	2,939,508	3,004,177
Charges for Goods & Services (4.01% Annual Inc.)	3,477,838	4,229,094	4,134,847	4,217,543	4,301,894	4,387,932	4,475,691	4,565,205	4,656,509	4,749,639
Licenses & Permit Fees (2.00% Annual Inc.)	580,157	862,727	879,982	897,582	915,533	933,844	952,521	971,571	991,003	1,010,823
Intergovernmental Revenues & Grants (2.00% Annual Inc.)	528,904	497,124	507,066	517,207	527,551	538,103	548,865	559,842	571,039	582,459
Other Revenues (2.00% Annual Inc.)	257,694	247,639	252,592	257,644	262,796	268,052	273,413	278,882	284,459	290,149
Total Recurring Revenues =	19,498,044	20,789,873	21,048,112	21,348,013	21,742,729	22,133,595	22,618,645	23,129,869	23,639,304	24,162,950
Recurring Expenditures (Inflated Using August 2022 KC Economic Forecast)										
Administrative Depts.	4,636,895	4,768,844	4,896,649	5,022,493	5,156,593	5,290,665	5,429,280	5,572,070	5,719,173	5,870,159
Police (Snoqualmie)	5,163,692	5,263,813	5,404,883	5,543,789	5,691,808	5,839,795	5,992,797	6,150,408	6,312,779	6,479,436
Fire & Emergency Management	4,021,971	4,135,862	4,246,703	4,355,843	4,472,144	4,588,420	4,708,637	4,832,474	4,960,051	5,090,996
Parks Maintenance	1,704,517	1,752,018	1,798,972	1,845,206	1,894,473	1,943,729	1,994,655	2,047,114	2,101,158	2,156,628
Streets Maintenance	1,028,448	1,101,101	1,130,611	1,159,667	1,190,630	1,221,587	1,253,592	1,286,562	1,320,527	1,355,389
Community Development	1,901,647	2,026,869	2,081,189	2,134,675	2,191,671	2,248,654	2,307,569	2,368,258	2,430,780	2,494,953
Developer Reimbursed Expenditures	368,610	377,825	387,951	397,921	408,546	419,168	430,150	441,463	453,118	465,080
Human Services	290,315	298,630	306,633	314,514	322,911	331,307	339,987	348,929	358,141	367,596
Court Services	373,245	382,576	392,829	402,925	413,683	424,439	435,559	447,014	458,816	470,928
Non-Departmental (Sustainability, etc.)	91,476	92,935	95,426	97,879	100,492	103,105	105,806	108,589	111,456	114,398
Total Recurring Expenditures =	19,580,816	20,200,473	20,741,846	21,274,911	21,842,951	22,410,868	22,998,033	23,602,881	24,225,997	24,865,564
Recurring Revenues Over (Under) Recurring Expenditures	(82,771)	589,400	306,266	73,101	(100,222)	(277,273)	(379,388)	(473,012)	(586,693)	(702,613)
One-Time Expenditures										
Executive: Council Chambers A/V Upgrade	108,000	-	-	-	-	-	-	-	-	-
Executive: Security Infrastructure at City Hall	207,000	-	-	-	-	-	-	-	-	-
Executive: Strategic Plan	-	60,000	-	-	-	-	-	-	-	-
City Attorney: Contract Legal Support	100,000	100,000	-	-	-	-	-	-	-	-
Finance & Human Resources: Revenue Manager (Two-Year Term Limited)	164,322	170,717	-	-	-	-	-	-	-	-
Finance & Human Resources: Management Analyst (Two-Year Term Limited)	143,285	148,456	-	-	-	-	-	-	-	-
Finance & Human Resources: Temporary Assistance During the ERP Project	50,000	50,000	-	-	-	-	-	-	-	-
Finance & Human Resources: Additional ERP Project Modules	-	80,050	-	-	-	-	-	-	-	-
Fire & Emergency Management: Recruitment & Coverage Program	50,000	50,000	-	-	-	-	-	-	-	-
Parks Maintenance: Parks, Open Space, and Recreation Study	60,000	-	-	-	-	-	-	-	-	-
Parks Maintenance: Deferred Repairs	75,000	75,000	-	-	-	-	-	-	-	-
Community Development: Permit Software Replacement	-	82,600	-	-	-	-	-	-	-	-
Total One-Time Expenditures =	957,607	816,823	-	-	-	-	-	-	-	-
Transfers										
Transfer In (ARPA 2022-2024)	1,058,909	1,058,909	-	-	-	-	-	-	-	-
Transfer In (from Reserve Fund)	-	-	-	-	-	-	-	-	-	-
Transfer Out (to Arts Activities Fund)	(10,000)	(10,000)	(12,500)	(12,500)	(15,000)	(15,000)	(17,500)	(17,500)	(20,000)	(20,000)
Transfer Out (to Reserve Fund)	(162,556)	(42,151)	(33,206)	(33,960)	(39,206)	(37,187)	(38,075)	(38,727)	(39,468)	(19,320)
Transfer Out (to Capital Funds)	(2,500,000)	-	-	-	-	-	-	-	-	-
Total Transfers =	(1,613,647)	1,006,758	(45,706)	(46,460)	(54,206)	(52,187)	(55,575)	(56,227)	(59,468)	(39,320)
Ending Fund Balance	1,769,649	2,548,984	2,809,544	2,836,185	2,681,757	2,352,297	1,917,334	1,388,095	741,933	0
Estimated Fund Balance	9%	13%	14%	13%	12%	10%	8%	6%	3%	0%

Reserve Fund

Proposed Policy - Reserve Range 15% to 20% (Assumes 15%)	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Beginning Fund Balance	2,726,625	2,937,122	3,030,071	3,111,277	3,191,237	3,276,443	3,361,630	3,449,705	3,540,432	3,633,900
Interest Earned	47,941	50,798	48,000	46,000	46,000	48,000	50,000	52,000	54,000	56,000
In	162,556	42,151	33,206	33,960	39,206	37,187	38,075	38,727	39,468	19,320
Out	-	-	-	-	-	-	-	-	-	-
Ending Fund Balance	2,937,122	3,030,071	3,111,277	3,191,237	3,276,443	3,361,630	3,449,705	3,540,432	3,633,900	3,709,220
Reserve Target %	15%	15%	15%	15%	15%	15%	15%	15%	15%	15%
Fund Balance Required - Min 15%	2,937,122	3,030,071	3,111,277	3,191,237	3,276,443	3,361,630	3,449,705	3,540,432	3,633,900	3,729,835
Fund Balance Over (Under) Target - Min	(0)	0	0	0	0	(0)	0	(0)	0	(20,615)
Fund Balance Required - Max 20%	3,916,163	4,040,095	4,148,369	4,254,982	4,368,590	4,482,174	4,599,607	4,720,576	4,845,199	4,973,113
Fund Balance Over (Under) Target - Max	(979,041)	(1,010,024)	(1,037,092)	(1,063,745)	(1,092,147)	(1,120,544)	(1,149,902)	(1,180,144)	(1,211,299)	(1,263,893)

## A2: Proposed Budget Ordinance Table





# Proposed 2023-2024 Biennial Budget Ordinance Table

Fund #	Fund Name	Est. 2023 Beginning Fund Balance	Est. 2023 Sources	Est. 2023 Uses	Est. 2023 Ending Fund Balance	Est. 2024 Sources	Est. 2024 Uses	Est. 2024 Ending Fund Balance	Total 2023-2024 Est. Sources	Total 2023-2024 Uses (Appropriation)
001	General Fund	\$ 4,423,674	\$ 20,556,954		\$ 1,769,650	\$ 21,848,782		\$ 2,548,984	\$ 42,405,736	
	<i>Administrative Departments <sup>1</sup></i>			\$ 5,409,502			\$ 5,378,067			\$ 10,787,569
	<i>Police (Snoqualmie)</i>			\$ 5,163,692			\$ 5,263,813			\$ 10,427,505
	<i>Fire &amp; Emergency Management</i>			\$ 4,071,971			\$ 4,185,862			\$ 8,257,832
	<i>Parks Maintenance</i>			\$ 1,839,517			\$ 1,827,018			\$ 3,666,535
	<i>Community Development <sup>2</sup></i>			\$ 2,270,257			\$ 2,487,294			\$ 4,757,551
	<i>Streets Maintenance</i>			\$ 1,028,448			\$ 1,101,101			\$ 2,129,549
	<i>Non-Departmental <sup>3</sup></i>			\$ 3,427,592			\$ 826,293			\$ 4,253,884
002	Reserve Fund	\$ 2,726,625	\$ 210,497	\$ -	\$ 2,937,122	\$ 92,949	\$ -	\$ 3,030,071	\$ 303,446	\$ -
	<b>Total General Fund</b>	<b>\$ 7,150,300</b>	<b>\$ 20,767,451</b>	<b>\$ 23,210,979</b>	<b>\$ 4,706,772</b>	<b>\$ 21,941,731</b>	<b>\$ 21,069,447</b>	<b>\$ 5,579,056</b>	<b>\$ 42,709,182</b>	<b>\$ 44,280,426</b>
012	Arts Activities Fund	\$ 48,578	\$ 52,094	\$ 60,856	\$ 39,816	\$ 28,217	\$ 37,136	\$ 30,897	\$ 80,311	\$ 97,992
014	North Bend Police Services Fund	\$ 244,924	\$ 2,385,603	\$ 2,533,165	\$ 97,362	\$ 2,513,379	\$ 2,610,741	\$ -	\$ 4,898,982	\$ 5,143,906
018	Deposits Reimbursement Control Fund	\$ 21,266	\$ 10,358	\$ 10,358	\$ 21,266	\$ 10,358	\$ 10,358	\$ 21,266	\$ 20,716	\$ 20,716
020	School Impact Fee Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Total Managerial Funds</b>	<b>\$ 314,767</b>	<b>\$ 2,448,055</b>	<b>\$ 2,604,379</b>	<b>\$ 158,443</b>	<b>\$ 2,551,954</b>	<b>\$ 2,658,235</b>	<b>\$ 52,163</b>	<b>\$ 5,000,009</b>	<b>\$ 5,262,614</b>
110	Hotel/Motel Tax Fund	\$ 147,700	\$ 140,190	\$ 175,000	\$ 112,890	\$ 139,601	\$ 175,000	\$ 77,491	\$ 279,791	\$ 350,000
118	Drug Enforcement Fund	\$ 10,200	\$ 5,172	\$ 5,172	\$ 10,200	\$ 5,172	\$ 5,172	\$ 10,200	\$ 10,344	\$ 10,344
131	Affordable Housing Fund	\$ 898,936	\$ 384,121	\$ -	\$ 1,283,057	\$ 394,121	\$ -	\$ 1,677,178	\$ 778,242	\$ -
150	ARPA Covid Local Recovery Fund	\$ 2,244,095	\$ 28,327	\$ 1,139,516	\$ 1,132,906	\$ 9,454	\$ 1,142,360	\$ -	\$ 37,781	\$ 2,281,876
	<b>Total Special Revenue Funds</b>	<b>\$ 3,300,932</b>	<b>\$ 557,810</b>	<b>\$ 1,319,688</b>	<b>\$ 2,539,053</b>	<b>\$ 548,348</b>	<b>\$ 1,322,532</b>	<b>\$ 1,764,869</b>	<b>\$ 1,106,158</b>	<b>\$ 2,642,220</b>
310	Non-Utilities Capital Fund	\$ 20,100,000	\$ 13,954,950	\$ 16,470,500	\$ 17,584,450	\$ 5,407,400	\$ 20,970,850	\$ 2,021,000	\$ 19,362,350	\$ 37,441,350
	<b>Total Capital Funds</b>	<b>\$ 20,100,000</b>	<b>\$ 13,954,950</b>	<b>\$ 16,470,500</b>	<b>\$ 17,584,450</b>	<b>\$ 5,407,400</b>	<b>\$ 20,970,850</b>	<b>\$ 2,021,000</b>	<b>\$ 19,362,350</b>	<b>\$ 37,441,350</b>
401	Water Operations Fund	\$ 1,635,856	\$ 5,190,814	\$ 5,466,981	\$ 1,359,689	\$ 5,504,819	\$ 5,785,411	\$ 1,079,098	\$ 10,695,634	\$ 11,252,392
402	Sewer Operations Fund	\$ 786,844	\$ 6,447,608	\$ 6,292,480	\$ 941,972	\$ 6,713,795	\$ 6,717,905	\$ 937,862	\$ 13,161,403	\$ 13,010,385
403	Stormwater Operations Fund	\$ 984,709	\$ 2,850,899	\$ 3,214,430	\$ 621,178	\$ 3,063,483	\$ 3,211,527	\$ 473,134	\$ 5,914,382	\$ 6,425,957
417	Utilities Capital Fund	\$ 19,400,000	\$ 10,373,442	\$ 8,636,000	\$ 21,137,442	\$ 14,773,142	\$ 20,556,000	\$ 15,354,584	\$ 25,146,584	\$ 29,192,000
	<b>Total Enterprise Funds</b>	<b>\$ 22,807,410</b>	<b>\$ 24,862,763</b>	<b>\$ 23,609,891</b>	<b>\$ 24,060,282</b>	<b>\$ 30,055,239</b>	<b>\$ 36,270,843</b>	<b>\$ 17,844,678</b>	<b>\$ 54,918,002</b>	<b>\$ 59,880,734</b>
501	Equipment Replacement & Repair Fund	\$ 2,384,697	\$ 2,068,177	\$ 2,580,278	\$ 1,872,596	\$ 1,622,125	\$ 1,022,835	\$ 2,471,886	\$ 3,690,302	\$ 3,603,113
502	Information Technology Fund	\$ 2,251,692	\$ 2,657,771	\$ 3,132,449	\$ 1,777,014	\$ 2,671,609	\$ 3,143,340	\$ 1,305,283	\$ 5,329,380	\$ 6,275,789
510	Facilities Maintenance Fund	\$ 711,374	\$ 914,845	\$ 1,418,153	\$ 208,066	\$ 723,497	\$ 716,587	\$ 214,976	\$ 1,638,342	\$ 2,134,740
	<b>Total Internal Service Funds</b>	<b>\$ 5,347,762</b>	<b>\$ 5,640,793</b>	<b>\$ 7,130,880</b>	<b>\$ 3,857,675</b>	<b>\$ 5,017,231</b>	<b>\$ 4,882,762</b>	<b>\$ 3,992,144</b>	<b>\$ 10,658,024</b>	<b>\$ 12,013,642</b>
	<b>Total All Funds</b>	<b>\$ 59,021,171</b>	<b>\$ 68,231,822</b>	<b>\$ 74,346,317</b>	<b>\$ 52,906,676</b>	<b>\$ 65,521,903</b>	<b>\$ 87,174,669</b>	<b>\$ 31,253,909</b>	<b>\$ 133,753,725</b>	<b>\$ 161,520,986</b>

<sup>1</sup> Includes Executive, Legislative, City Attorney, City Clerk, Finance & Human Resources, and Communications

<sup>2</sup> Includes Planning, Developer-Reimbursed Expenditures, Building, and Events

<sup>3</sup> Includes Human Services, Court Services, Council Contingency, etc.

## A3: Biennial Budget Comparison Table & Presentation





City of Snoqualmie Biennial Budget Comparison

Fund #	Fund Name	2019-20 Appropriation A = B + C + D + E	2019-20 Transfers Out B	2019-20 Internal Service Charges C	2019-20 Capital Exps. D	2019-20 Operating Exps. E	2021-22 Appropriation F = G + H + I + J	2021-22 Transfers Out G	2021-22 Internal Service Charges H	2021-22 Capital Exps. I	2021-22 Operating Exps. J	2023-24 Appropriation K = L + M + N + O	2023-24 Transfers Out L	2023-24 Internal Service Charges M	2023-24 Capital Exps. N	2023-24 Operating Exps. O
001	General Fund															
	Administrative Departments	\$ 7,812,059	\$ -	\$ 1,118,523	\$ -	\$ 6,693,536	\$ 7,801,703	\$ -	\$ 1,127,689	\$ -	\$ 6,674,014	\$ 10,787,569	\$ -	\$ 1,453,844	\$ -	\$ 9,333,725
	Police (Snoqualmie)	\$ 10,014,283	\$ -	\$ 1,707,833	\$ -	\$ 8,306,450	\$ 9,911,366	\$ 422,894	\$ 1,794,539	\$ -	\$ 7,693,933	\$ 10,427,505	\$ -	\$ 2,208,109	\$ -	\$ 8,219,396
	Fire & Emergency Management	\$ 6,693,695	\$ 30,000	\$ 1,096,101	\$ -	\$ 5,567,594	\$ 7,053,601	\$ 60,000	\$ 1,143,194	\$ -	\$ 5,850,407	\$ 8,257,833	\$ -	\$ 1,617,429	\$ -	\$ 6,640,404
	Parks Maintenance	\$ 4,524,026	\$ -	\$ 723,939	\$ -	\$ 3,800,087	\$ 3,722,931	\$ -	\$ 756,164	\$ -	\$ 2,966,767	\$ 3,666,535	\$ -	\$ 636,042	\$ -	\$ 3,030,493
	Community Development											\$ 4,757,551	\$ -	\$ 561,510	\$ -	\$ 4,196,041
	Streets Maintenance	\$ 3,092,107	\$ -	\$ 618,798	\$ -	\$ 2,473,309	\$ 2,090,000	\$ -	\$ 552,986	\$ -	\$ 1,537,014	\$ 2,129,549	\$ -	\$ 321,667	\$ -	\$ 1,807,882
	Non-Departmental	\$ 3,582,744	\$ 1,885,614	\$ -	\$ -	\$ 1,697,130	\$ 7,042,983	\$ 4,192,640	\$ -	\$ -	\$ 2,850,343	\$ 4,253,885	\$ 2,724,707	\$ -	\$ -	\$ 1,529,178
002	Contingency Reserve Fund Reserve Fund	\$ 1,036,914	\$ 1,036,914	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
003	Operating Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
004	Revolving Reserve Fund	\$ 3,055,935	\$ 3,055,935	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
005	Street Overlay Reserve Fund	\$ 735,288	\$ 735,288	\$ -	\$ -	\$ -										
	Total General Fund	\$ 40,547,051	\$ 6,743,751	\$ 5,265,194	\$ -	\$ 28,538,106	\$ 37,622,584	\$ 4,675,534	\$ 5,374,572	\$ -	\$ 27,572,478	\$ 44,280,427	\$ 2,724,707	\$ 6,798,601	\$ -	\$ 34,757,119
011	Fire Equipment Replacement Fund	\$ 146,100	\$ -	\$ -	\$ -	\$ 146,100	\$ 60,000	\$ -	\$ -	\$ -	\$ 60,000					
012	Arts Activities Fund	\$ 21,154	\$ -	\$ -	\$ -	\$ 21,154	\$ 20,000	\$ -	\$ -	\$ -	\$ 20,000	\$ 97,992	\$ -	\$ -	\$ -	\$ 97,992
014	North Bend Police Services Fund	\$ 4,557,792	\$ -	\$ 958,294	\$ -	\$ 3,599,498	\$ 4,900,094	\$ -	\$ 590,417	\$ -	\$ 4,309,677	\$ 5,143,906	\$ -	\$ 737,439	\$ -	\$ 4,406,467
015	Environmental Sustainability Fund	\$ 45,000	\$ -	\$ -	\$ -	\$ 45,000	\$ 30,000	\$ -	\$ -	\$ -	\$ 30,000					
016	Human Services Fund	\$ 457,614	\$ -	\$ -	\$ -	\$ 457,614	\$ 464,574	\$ -	\$ -	\$ -	\$ 464,574					
018	Deposits Reimbursement Control Fund											\$ 20,716	\$ -	\$ -	\$ -	\$ 20,716
020	School Impact Fee Fund											\$ -	\$ -	\$ -	\$ -	\$ -
	Total Managerial Funds	\$ 5,227,660	\$ -	\$ 958,294	\$ -	\$ 4,269,366	\$ 5,474,668	\$ -	\$ 590,417	\$ -	\$ 4,884,251	\$ 5,262,614	\$ -	\$ 737,439	\$ -	\$ 4,525,175
101	Streets Revenue Fund	\$ 1,063,207	\$ 1,063,207	\$ -	\$ -	\$ -										
110	Hotel/Motel Tax Fund	\$ 244,385	\$ -	\$ -	\$ -	\$ 244,385	\$ 180,000	\$ -	\$ -	\$ -	\$ 180,000	\$ 350,000	\$ -	\$ -	\$ -	\$ 350,000
113	King County Trails Levy Fund	\$ 92,460	\$ 92,460	\$ -	\$ -	\$ -	\$ 8,867	\$ 8,867	\$ -	\$ -	\$ -					
115	SR Capital Mitigation Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
116	Real Estate Excise Tax Fund	\$ 2,976,840	\$ 2,976,840	\$ -	\$ -	\$ -	\$ 2,781,805	\$ 2,781,805	\$ -	\$ -	\$ -					
118	Drug Enforcement Fund	\$ 34,746	\$ -	\$ -	\$ -	\$ 34,746	\$ 60,041	\$ -	\$ -	\$ -	\$ 60,041	\$ 10,344	\$ -	\$ -	\$ -	\$ 10,344
119	Tokul Roundabout Construction Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
120	Riverfront Land Acquisition Fund	\$ 672,303	\$ 472,303	\$ -	\$ 200,000	\$ -										
121	King Conservation Dist. Grants Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
122	Jeanne Hansen Fields Maintenance Fund	\$ 340,169	\$ 340,169	\$ -	\$ -	\$ -										
130	Community Development Fund	\$ 4,799,947	\$ -	\$ 1,036,497	\$ -	\$ 3,763,450	\$ 4,306,971	\$ -	\$ 1,012,159	\$ -	\$ 3,294,812					
131	Affordable Housing Fund						\$ 136,000	\$ -	\$ -	\$ -	\$ 136,000	\$ -	\$ -	\$ -	\$ -	\$ -
144	Home Elevation Fund	\$ 1,468,000	\$ -	\$ -	\$ -	\$ 1,468,000	\$ -	\$ -	\$ -	\$ -	\$ -					
150	ARPA Covid Local Recovery Fund						\$ 1,905,000	\$ 1,905,000	\$ -	\$ -	\$ -	\$ 2,281,876	\$ 2,117,818	\$ -	\$ -	\$ 164,058
	Total Special Revenue Funds	\$ 11,692,057	\$ 4,944,979	\$ 1,036,497	\$ 200,000	\$ 5,510,581	\$ 9,378,684	\$ 4,695,672	\$ 1,012,159	\$ -	\$ 3,670,853	\$ 2,642,220	\$ 2,117,818	\$ -	\$ -	\$ 524,402
211	2011 LTGO Bond Debt Service Fund	\$ 935,500	\$ -	\$ -	\$ 935,500	\$ -	\$ 3,003,113	\$ 16,997	\$ -	\$ 2,986,116	\$ -					
216	2016 UTGO Bond Debt Service Fund	\$ 496,015	\$ -	\$ -	\$ 496,015	\$ -	\$ 502,000	\$ -	\$ -	\$ 502,000	\$ -					
221	2021 Refunded LTGO Bond Debt Service Fund						\$ 312,025	\$ -	\$ -	\$ 312,025	\$ -					
	Total Debt Service Funds	\$ 1,431,515	\$ -	\$ -	\$ 1,431,515	\$ -	\$ 3,817,138	\$ 16,997	\$ -	\$ 3,800,141	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
301	Meadowbrook Bridge Maintenance Fund	\$ 77,943	\$ 77,943	\$ -	\$ -	\$ -										
303	Parks & Playgrounds Capital Fund	\$ 3,284,430	\$ -	\$ -	\$ 3,284,430	\$ -	\$ 6,364,090	\$ -	\$ -	\$ 6,364,090	\$ -					
305	Flood Reduction Improvement Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,000	\$ 11,000	\$ -	\$ -	\$ -					
310	Transportation Capital Fund Non-Utilities Capital Fund	\$ 5,253,998	\$ -	\$ -	\$ 5,253,998	\$ -	\$ 3,946,320	\$ -	\$ -	\$ 3,946,320	\$ -	\$ 37,441,350	\$ 57,992	\$ 320,649	\$ 37,062,709	\$ -
313	Riverwalk Construction Fund	\$ 130,010	\$ -	\$ -	\$ 130,010	\$ -										
316	Construction Contingency Fund	\$ 462,983	\$ -	\$ -	\$ 462,983	\$ -										
318	River St. & SR 202 Pedestrian Signal Fund	\$ 22,434	\$ 22,434	\$ -	\$ -	\$ -										
319	Kimball Creek Box Culvert Construction Fund	\$ 21,271	\$ 21,271	\$ -	\$ -	\$ -										
320	Tokul Roundabout Construction Fund	\$ 306,863	\$ 39,366	\$ -	\$ 267,497	\$ -	\$ 303,527	\$ 303,527	\$ -	\$ -	\$ -					
324	Snoqualmie Parkway Maintenance Fund	\$ 1,070,178	\$ 1,070,178	\$ -	\$ -	\$ -										
323	Tokul Parking Lot Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140	\$ 140	\$ -	\$ -	\$ -					
326	Sidewalks Construction Fund	\$ 1,188,710	\$ 1,173,710	\$ -	\$ 15,000	\$ -										
327	Complete Streets Award Fund	\$ 264,220	\$ 14,220	\$ -	\$ 250,000	\$ -										
329	Facilities Capital Fund	\$ 82,500	\$ -	\$ -	\$ 82,500	\$ -	\$ 725,000	\$ -	\$ -	\$ 725,000	\$ -					
	Total Capital Funds	\$ 12,165,540	\$ 2,419,122	\$ -	\$ 9,746,418	\$ -	\$ 11,350,077	\$ 314,667	\$ -	\$ 11,035,410	\$ -	\$ 37,441,350	\$ 57,992	\$ 320,649	\$ 37,062,709	\$ -
401	Water Operations Fund	\$ 9,050,367	\$ 3,381,026	\$ 1,428,174	\$ -	\$ 4,241,167	\$ 9,583,134	\$ 3,625,735	\$ 1,497,062	\$ -	\$ 4,460,337	\$ 11,252,392	\$ 4,584,774	\$ 1,678,481	\$ -	\$ 4,989,137
402	Sewer Operations Fund	\$ 10,151,015	\$ 4,067,770	\$ 1,002,189	\$ -	\$ 5,081,055	\$ 14,082,219	\$ 8,191,003	\$ 1,048,207	\$ -	\$ 4,843,009	\$ 13,010,385	\$ 5,956,020	\$ 1,872,147	\$ -	\$ 5,182,218
403	Stormwater Operations Fund	\$ 3,916,929	\$ 1,789,289	\$ 379,864	\$ -	\$ 1,747,775	\$ 8,033,814	\$ 5,362,655	\$ 397,992	\$ -	\$ 2,273,167	\$ 6,425,957	\$ 2,622,701	\$ 908,231	\$ -	\$ 2,895,025
404	Water Capital Improvement Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 35,000	\$ -	\$ -	\$ -					
405	Sewer Capital Improvement Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 185,000	\$ 185,000	\$ -	\$ -	\$ -					
406	Stormwater Capital Improvement Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -					
407	2017 Refunded Revenue Bond Debt Service Fund	\$ 1,026,082	\$ -	\$ -	\$ 1,026,082	\$ -	\$ 802,364	\$ -	\$ -	\$ 802,364	\$ -					
408	2018 Revenue Bond Debt Service Fund	\$ 3,570,000	\$ -	\$ -	\$ 3,570,000	\$ -	\$ 3,558,214	\$ -	\$ -	\$ 3,558,214	\$ -					
417	Utilities Capital Fund	\$ 19,088,579	\$ -	\$ -	\$ 19,088,579	\$ -	\$ 20,773,884	\$ 300,000	\$ -	\$ 20,473,884	\$ -	\$ 29,192,000	\$ 150,000	\$ 679,312	\$ 28,362,688	\$ -
	Total Enterprise Funds	\$ 46,802,972	\$ 9,238,085	\$ 2,810,228	\$ 23,684,661	\$ 11,069,998	\$ 57,128,629	\$ 17,774,393	\$ 2,943,261	\$ 24,834,462	\$ 11,576,513	\$ 59,880,734	\$ 13,313,495	\$ 5,138,171	\$ 28,362,688	\$ 13,066,380
501	Equipment Replacement & Repair Fund	\$ 3,342,587	\$ -	\$ 354,114	\$ 1,583,005	\$ 1,405,468	\$ 3,085,000	\$ -	\$ 370,147	\$ 1,385,138	\$ 1,329,715	\$ 3,603,113	\$ -	\$ 348,907	\$ 1,744,225	\$ 1,509,981
502	Information Technology Fund	\$ 4,144,983	\$ -	\$ 346,197	\$ -	\$ 3,798,786	\$ 4,752,906	\$ -	\$ 363,883	\$ -	\$ 4,389,023	\$ 6,275,789	\$ -	\$ 549,597	\$ -	\$ 5,726,192
503	Risk Management Fund	\$ 1,666,820	\$ -	\$ 79,675	\$ -	\$ 1,587,145	\$ 1,204,952	\$ -	\$ 84,084	\$ -	\$ 1,120,868					
510	Facilities Maintenance Fund	\$ 2,190,461	\$ -	\$ 156,130	\$ -	\$ 2,034,331	\$ 2,165,000	\$ 1,106,000	\$ 163,088	\$ -	\$ 895,912	\$ 2,134,740	\$ 514,388	\$ 194,487	\$ -	\$ 1,425,865
511	Shared Services Fund	\$ 916,549	\$ -	\$ -	\$ -	\$ 916,549	\$ 910,000	\$ -	\$ -	\$ -	\$ 910,000					
	Total Internal Service Funds	\$ 12,261,400	\$ -	\$ 936,117	\$ 1,583,005	\$ 9,742,278	\$ 12,117,858	\$ 1,106,000	\$ 981,202	\$ 1,385,138	\$ 8,645,518	\$ 12,013,642	\$ 514,388	\$ 1,092,991	\$ 1,744,225	\$ 8,662,038
	TOTAL ALL FUNDS	\$ 130,128,195	\$ 23,345,937	\$ 11,006,330	\$ 36,645,599	\$ 59,130,328	\$ 136,889,638	\$ 28,583,263	\$ 10,901,611	\$ 41,055,151	\$ 56,349,613	\$ 161,520,987	\$ 18,728,400	\$ 14,087,851	\$ 67,169,622	\$ 61,535,114



# **2023-2024 Biennial Budget**

**~Biennial Budget Comparison~**

**Updated November 20, 2022**

# Introduction



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

- **CAUTION:**

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

# Summary of the Biennial Budget Comparison Table



	2019/20 Budget	2021/22 Budget	2023/24 Budget	2019/20 to 2021/22 % Change	2019/20 to 2023/24 % Change	2021/22 to 2023/24 % Change
Total Appropriation	\$130.1M	\$136.9M	\$161.5M	5.2%	24.1%	18.0%
Transfers Out (Less)	\$23.3M	\$28.6M	\$18.7M	22.4%	-19.8%	-34.5%
Internal Service Charges (Less)	\$11.0M	\$10.9M	\$14.1M	-1.0%	28.0%	29.2%
Capital Expenditures (Less) <sup>1</sup>	\$36.6M	\$41.1M	\$67.2M	12.0%	83.3%	63.6%
Operating Expenditures <sup>2</sup>	\$59.1M	\$56.3M	\$61.5M	-4.7%	4.1%	9.2%

<sup>1</sup> This row is comprised of any funds that pay for the construction of capital assets.

<sup>2</sup> May include some smaller capital outlays.

- **Appropriation -**

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

- **Transfers Out -**

- Money that is transferred between funds (e.g., the budget proposes a \$2.5 million transfer from the General Fund to the Non-Utilities Capital Fund).

- **Internal Service Charges -**

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

- **Operating Expenditures -**

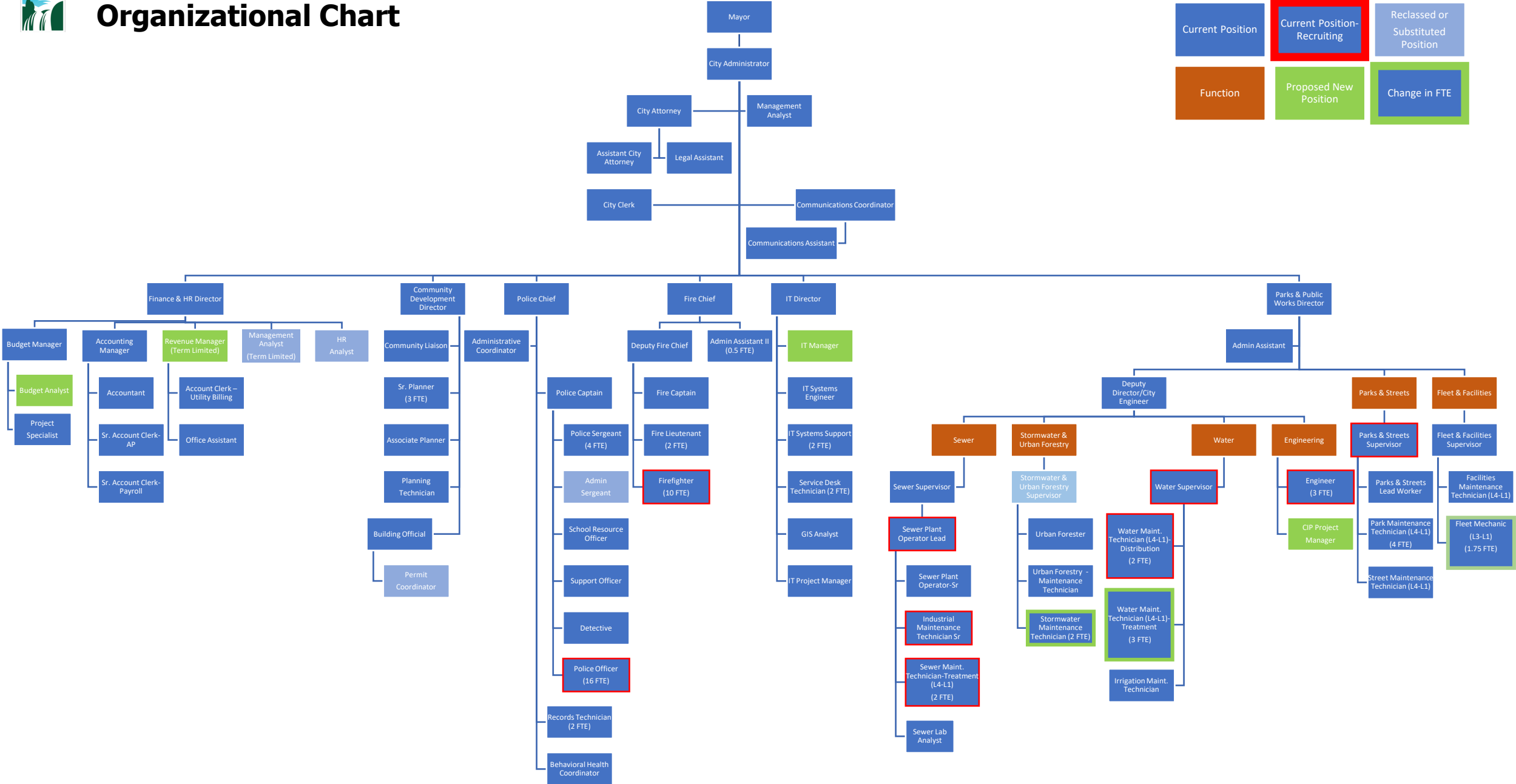
- An attempt to determine the amount of money that was/has been budgeted to leave the City (i.e., to employees or outside vendors) that is operating in nature. Does not include the purchase of capital assets.

## A4: Organizational Chart





# Proposed 2023-2024 Biennial Budget Organizational Chart



## A5: 2023-2028 Capital Improvement Plan





# 2023-2028 Capital Improvement Plan

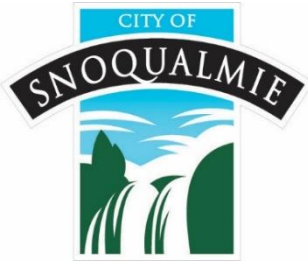
## **Vision:**

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

## **Mission:**

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

Proposed May 31, 2022  
Updated June 8, 2022  
Updated July 9, 2022  
Updated July 16, 2022  
Updated August 5, 2022  
Approved August 8, 2022



## Office of the Mayor

---

**Katherine Ross**

38624 SE River Street | P.O. Box 987  
Snoqualmie, Washington 98065  
(425) 888-5307 | [kross@snoqualmiewa.gov](mailto:kross@snoqualmiewa.gov)

May 31, 2022

Honorable Councilmembers and Snoqualmie Residents,

I am pleased to present the proposed 2023-2028 Capital Improvement Plan (CIP) for facilities, parks, transportation, and utilities. This capital investment plan was thoughtfully prepared and addresses several strategic Council priorities including:

- Encourage Economic Vibrancy
- Bolster Neighborhood Livability
- Invest in Transportation & Infrastructure
- Enhance Quality of Life
- Assure a Safe Community
- Ensure Fiscal Transparency and Operational Stability

The \$157.9 million proposed CIP is a financially sound, responsible, and balanced investment in our community. The plan preserves the City's financially stable condition, provides for the proactive maintenance of critical infrastructure, and invests strategically in improvements designed to enhance the quality of life for Snoqualmie residents.

The preservation of City infrastructure and facilities is critical to maintaining the quality of life in Snoqualmie. Ongoing investment in historic downtown infrastructure requires costly repairs and reconstruction, while the backbone infrastructure on Snoqualmie Ridge is now over twenty years old and requires ongoing maintenance to avoid more costly future failures. The CIP dedicates approximately \$24.5 million over a six-year period, or nearly \$4.1 million annually, to the preservation of existing infrastructure with the goal of preventing the costly rebuild of infrastructure in future years if maintenance needs are not adequately addressed.

The proposed CIP is the culmination of several years of work and community discussions about investments to improve the quality of life for Snoqualmie residents, businesses, and visitors including, among others:

- Expanding the Snoqualmie Community Center including the addition of an aquatics center.
- Completing much of the Snoqualmie Riverwalk, which will provide one continuous trail system through Downtown Snoqualmie to Meadowbrook Farm.
- Replacing aging playground equipment, play surfaces, and providing accessibility for all through an all-inclusive playground.
- Increasing sewer treatment capacity and replacing critical components that are nearing the end of their expected service life by updating the water reclamation facility.
- Replacing aging fire apparatus with equipment that has newer technology and is designed to meet the needs of our city.

My sincere gratitude to members of the public, as well as those who have served on the City Council or a commission, past or present, for their contributions to this plan. Special thanks to Budget Manager, Drew

Bouta, Interim Finance Director Jen Ferguson, and all city staff who have contributed to the development of this plan.

Snoqualmie is truly extraordinary, genuine in its beauty, people, and quality of life. This Capital Improvement Plan will continue our fulfillment of that vision.

Sincerely,

Katherine Ross  
Mayor

**Updates & Revisions**

The proposed plan was presented to the City Council on May 31, 2022, and updated on June 8, 2022, and July 9, 2022. The City Council reviewed those updates to reflect:

- The GFCs and CIACs funding sources and cashflow forecasts include contributions from the City/Tribe Agreement 5th Amendment for Casino Expansion
- Updated project costs for the Wastewater Reclamation Facility Improvement Project
- A 3.8% true interest cost and bond term revisions (30 yr. to 20 yr.) estimate for the Community Center Expansion Bond per bond financial advisor, PFM
- Updated project detail sheet for the Fire Ladder Truck
- Updated project costs for the Kimball Creek Bridges Restoration Project
- Updated project costs for the Meadowbrook Bridge Restoration Project

**Updates to the proposed plan on July 16, 2022 included:**

- Current inflationary increases. This revised version effects all project costs, cashflow forecasts, statement of sources, uses and cash balances.

The following table describes inflation rates used to estimate future capital expenditures. The estimates were derived from a construction cost assessment report recently developed for the Washington State Office of Financial Management (June 2022).

	2023	2024	2025	2026	2027	2028
Estimated Annual Inflation	5.6% <sup>1</sup>	4.9%	3.0%	3.0%	3.0%	3.0%

<sup>1</sup> Represents the additional inflationary factor applied to 2023 above and beyond the amount already applied. The goal was to account for the higher than anticipated inflation experienced in 2022 and expected for 2023.

Note: Some capital projects have not been inflated per the table above due to the projects other stakeholders involved that may or may not have committed to funding inflationary increases.

- Community Center Expansion project and Community Park Sprayground projects have been separated.

**Updates to the proposed plan on August 5, 2022 included:**

- Separating the “sources by type” table within the executive summary section by “utility” and “non-utility”.
- Deleting the pie chart within the capital sources summary section that combined both “utility” and “non-utility” sources.
- Updating the capital funding sustainability subsection. The update includes a new row showing the difference between recurring sources and recurring uses and adds a footnote indicating the exclusion of non-recurring sales tax from committed capital taxes. The exclusion explains the difference between this subsection and the “Statement of Non-Utilities CIP Sources, Uses, and Cash Balance” (found under the financial schedules section).
- Adding a table to the financial schedules section that shows the amount of grants, appropriations, or other revenue sources secured or unsecured over the six-year period.
- Adding a table (may be provided on August 8, 2022) behind the Street Resurfacing Program CIP worksheet that outlines the streets selected for pavement treatment over the six-year period.
- Adding a table behind the Playground Replacement Program CIP worksheet that outlines the parks selected for playground improvements over the six-year period.

**On August 8, 2022, Council passed two motions amending the proposed plan. These amendments included:**

- Increasing the Street Resurfacing Program budget to \$1.165 million over the 2023-2024 biennium. This is an increase of \$84,000 from the previous version of the proposed plan. The amounts budgeted for 2023 and 2024 reflect the amounts budgeted in the first two years of the Street Resurfacing Program as incorporated in the amended CIP. Council adopted the amended CIP in May of 2021.
- Moving the \$1.5 million purchase of the Fire Ladder Truck from 2023 to 2025.

**This adopted CIP replaces all previous versions.**



## EXECUTIVE SUMMARY

The 2023-2028 Capital Improvement Plan (CIP) guides the acquisition and improvement of park, transportation, facility, and utility infrastructure investments over the six-year period and supersedes previous CIPs. The CIP is updated on a biennial basis. Authorized allocations for sources and uses in the first two years of the plan will be included in the 2023-2024 Biennial Budget.

The CIP includes approximately \$157.9 million in capital program, capital project, and debt service expenditures between 2023 and 2028. Of the \$157.9 million, roughly \$30.2 million is earmarked for facilities, \$17.6 million is earmarked for parks, \$22.4 million is earmarked for transportation, and \$86.2 million is earmarked for utilities, and \$1.5 million is earmarked for the purchase of a Fire Ladder Truck. These allocations include approximately \$24.5 million for the preservation of existing community assets, or roughly \$4.1 million annually, through the establishment of capital programs.

Beyond the 2023-2028 time horizon, the City has identified future capital projects and programs, subject to Council approval, totaling approximately \$23.4 million. Some of the capital projects considered beyond 2028 do not have cost information at this time. All capital program or project costs included in the plan are inflated to year-of-expenditure dollars.

The following table summarizes annual capital sources, uses, and cash balance changes over the six-year plan:

	2023	2024	2025	2026	2027	2028	Total
Beginning Cash Balances	\$39.5M	\$38.9M	\$17.6M	\$13.3M	\$8.5M	\$10.2M	\$39.5M
Sources	\$24.3M	\$20.2M	\$32.7M	\$16.8M	\$16.5M	\$16.2M	\$126.8M
Uses	\$24.9M	\$41.5M	\$37.1M	\$21.6M	\$14.8M	\$18.1M	\$157.9M
<b>Ending Cash Balances</b>	<b>\$38.9M</b>	<b>\$17.6M</b>	<b>\$13.3M</b>	<b>\$8.5M</b>	<b>\$10.2M</b>	<b>\$8.4M</b>	<b>\$8.4M</b>

The City of Snoqualmie relies upon a variety of sources to fund the 2023-2028 CIP. This plan incorporates approximately \$166.3 million in funding sources, which includes \$39.5 million of cash on hand. The following table summarizes annual sources for funding over the 6-year plan:

Sources by Type	2023	2024	2025	2026	2027	2028	Total
<b>Non-Utilities</b>							
Beginning Cash Balances	\$20.1M	-	-	-	-	-	\$20.1M
Restricted Transportation Taxes	\$0.9M	\$0.9M	\$0.9M	\$0.9M	\$1.0M	\$1.0M	\$5.6M
Restricted Capital Taxes	\$1.5M	\$1.5M	\$1.6M	\$1.7M	\$1.8M	\$1.9M	\$9.9M
Committed Capital Taxes	\$0.9M	\$0.9M	\$0.9M	\$0.9M	\$0.9M	\$1.0M	\$5.5M
Grants & Intergov. Revenues	\$8.2M	\$2.1M	\$14.8M	\$2.6M	\$2.0M	\$0.7M	\$30.4M
Other	\$2.5M	\$0.0M	\$0.0M	\$0.0M	\$0.0M	\$0.0M	\$2.5M
<b>Non-Utilities Subtotal</b>	<b>\$34.1M</b>	<b>\$5.4M</b>	<b>\$18.2M</b>	<b>\$6.2M</b>	<b>\$5.7M</b>	<b>\$4.5M</b>	<b>\$74.0M</b>
<b>Utilities</b>							
Beginning Cash Balances	\$19.4M	-	-	-	-	-	\$19.4M
Utility Fees	\$6.6M	\$7.2M	\$7.6M	\$8.1M	\$8.0M	\$8.6M	\$46.0M
General Facilities Charges	\$3.2M	\$3.4M	\$1.7M	\$1.7M	\$1.8M	\$1.9M	\$13.8M
Contributions in Aid of Construction	\$0.2M	\$2.6M	\$4.4M	\$0.8M	\$1.0M	\$1.3M	\$10.3M
Grants & Intergov. Revenues	\$0.3M	\$1.5M	\$0.9M	\$0.0M	\$0.0M	\$0.0M	\$2.8M
<b>Utilities Subtotal</b>	<b>\$29.8M</b>	<b>\$14.8M</b>	<b>\$14.5M</b>	<b>\$10.6M</b>	<b>\$10.8M</b>	<b>\$11.7M</b>	<b>\$92.3M</b>
<b>Grand Total</b>	<b>\$63.8M</b>	<b>\$20.2M</b>	<b>\$32.7M</b>	<b>\$16.8M</b>	<b>\$16.5M</b>	<b>\$16.2M</b>	<b>\$166.3M</b>

## ***Infrastructure Preservation***

This CIP devotes approximately \$4.1 million annually towards the preservation of existing City infrastructure, including the following recurring capital programs:

- Street Resurfacing
- Sidewalk Replacement
- Americans with Disabilities Act (ADA)
- Playgrounds Replacement
- Trails Replacement
- Sport Courts Replacement
- Parks Parking Lot Resurfacing
- Parks Facilities Maintenance
- Facilities Maintenance
- Utility Main & Drainage System Replacement
- Urban Forestry Improvement
- Stormwater Pond Improvement

*2023 to 2028 Annual Capital Program Expenditures:*

	2023	2024	2025	2026	2027	2028	Total
<b>Capital Program Expenditures</b>	<b>\$3.5M</b>	<b>\$3.7M</b>	<b>\$4.2M</b>	<b>\$4.0M</b>	<b>\$4.6M</b>	<b>\$4.5M</b>	<b>\$24.5M</b>

## ***New Infrastructure Projects***

In addition to infrastructure preservation, the CIP funds park, transportation, facility, and utility projects designed to improve the communal health, safety, and vibrancy of the City for residents, businesses, and visitors alike. Major capital projects include, but are not limited to (followed by year of proposed construction):










































- Snoqualmie Parkway Rehabilitation Project (2023)
- Meadowbrook Bridge Restoration Project (2023)
- Community Park Sprayground Project (2023)
- Kimball Creek Bridges Restoration Project (2023/24)
- Community Center Expansion Project (2024)
- Water Reclamation Facility Improvements – Phase 3 (2024)
- Sandy Cove Park Improvement Project (2024)
- Sandy Cove Park Riverbank Restoration & Outfall Project (2024/25)
- Snoqualmie Mill Water Main Loop Project (2025)
- Town Center Improvement Project – Phase 3 (2025/26)
- SR 202 Drainage Improvement Project (2025/26)
- Eagle Lake Water Reclamation Basin Improvement Project (2025/26)
- South Wellfield Improvement Project (2026)
- Source of Supply Improvement Project (2026)
- 599 Zone Reservoir Addition Project (2027/28)
- SR 202 Bridge Maintenance Project (2027/28)
- 1040 Zone Reservoir Addition Project (2028)
- Canyon Springs Improvement Project (2028)
- Riverwalk (four total projects) (Multiple years)
- Kimball Creek Riparian Restoration Project (Multiple years)

## Capital Programs or Projects Based on Funding Source Status

Not all proposed capital uses in the CIP have confirmed funding sources that can relatively assure their completion. To distinguish between those capital programs and projects where their funding is relatively assured with those capital programs and projects that are awaiting the approval of grants or other contributions, as well as those capital programs and projects not included in the CIP due to a lack of funding, the following color-coding system was devised.

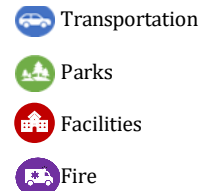
- **Green:** Capital projects or programs with confirmed funding sources
- **Yellow:** Capital projects or programs conditional on grant funding or other contributions
- **Red:** Alternative capital projects or programs with no confirmed funding sources

## Non-Utility Capital Programs or Projects Based on Funding Source Status

Capital Program or Project Name	Area	2023 to 2028	Est. Year of	Est. % Funded by
Street Resurfacing Program	 Transportation	\$ 3,527,000	Multiple	0.0%
Sidewalk Replacement Program	 Transportation	\$ 1,367,000	Multiple	0.0%
Americans with Disabilities Act (ADA) Program	 Transportation	\$ 272,000	Multiple	0.0%
Playgrounds Replacement Program	 Parks	\$ 1,694,000	Multiple	0.0%
Trails Replacement Program	 Parks	\$ 339,000	Multiple	0.0%
Sport Courts Replacement Program	 Parks	\$ 146,000	Multiple	0.0%
Parks Parking Lot Resurfacing Program	 Parks	\$ 339,000	Multiple	0.0%
Parks Facilities Maintenance Program	 Parks	\$ 212,000	Multiple	0.0%
Facilities Maintenance Program	 Facilities	\$ 1,896,000	Multiple	0.0%
Kimball Creek Bridges Restoration Project	 Transportation	\$ 1,318,000	Multiple	0.0%
Community Park Sprayground Project	 Parks	\$ 1,500,000	2023	0.0%
Snoqualmie Parkway Rehabilitation Project	 Transportation	\$ 6,400,000	2023	78.1%
Riverfront Land Acquisitions & Demolitions	 Parks	\$ 1,620,000	Multiple	80.2%
Riverwalk Project - Northwest of Sandy Cove Park	 Parks	\$ 2,708,000	Multiple	54.6%
Sandy Cove Park Improvement Project	 Parks	\$ 1,741,000	Multiple	28.7%
All-Inclusive Playground Project	 Parks	\$ 876,000	2023	78.4%
Ladder Fire Truck	 Fire	\$ 1,500,000	2025	0.0%
Town Center Improvement Project - Phase III	 Transportation	\$ 7,215,000	Multiple	52.2%
Meadowbrook Bridge Restoration Project	 Transportation	\$ 1,744,000	2023	50.0%
Riverwalk Project - Arboretum Trail	 Parks	\$ 1,307,000	Multiple	38.3%
Riverwalk Project - Boardwalk	 Parks	\$ 4,838,000	Multiple	50.0%
Meadowbrook Trail Project	 Parks	\$ 240,000	2023	0.0%
Community Center Expansion Project	 Facilities	\$ 28,338,000	2024	46.4%
SR 202 & Meadowbrook Way Channelization Project	 Transportation	\$ 1,430,318	2029 and Beyond	Not in funded CIP
Town Center South Parking Project	 Transportation	\$ 889,441	2029 and Beyond	Not funded in CIP
Town Center North Improvement Project	 Transportation	\$ 2,379,857	2029 and Beyond	Not funded in CIP
Northern St. Culvert Project (Transportation Portion)	 Transportation	\$ 4,597,450	2029 and Beyond	Not funded in CIP
Ridge Marketplace Placemaking Project	 Transportation	\$ 480,779	2029 and Beyond	Not funded in CIP
Riverwalk Pedestrian Bridge Project	 Parks	\$ 5,763,340	2029 and Beyond	Not funded in CIP
Centennial Park Improvements Project	 Parks	\$ 679,101	2029 and Beyond	Not funded in CIP
Railroad Park Improvements Project	 Parks	\$ 1,370,220	2029 and Beyond	Not funded in CIP
Kimball Creek Village Trail Project	 Parks	\$ 1,274,065	2029 and Beyond	Not funded in CIP
Steller Park Baseball Field Project	 Parks	\$ 150,243	2029 and Beyond	Not funded in CIP
Swenson Park Baseball Field Project	 Parks	\$ 661,071	2029 and Beyond	Not funded in CIP
Jeanne Hansen Park Lights Project	 Parks	\$ 1,045,695	2029 and Beyond	Not funded in CIP
SE North Bend Way Roundabout Project	 Transportation	*	2029 and Beyond	Not funded in CIP
Town Center Improvement Project - Phase IV	 Transportation	*	2029 and Beyond	Not funded in CIP
SR 202 Kimball Creek Bridge Replacement Project	 Transportation	*	2029 and Beyond	Not funded in CIP
SR 202 Snoqualmie River Bridge Replacement Project	 Transportation	*	2029 and Beyond	Not funded in CIP
Snoqualmie Parkway & SE 99th St. Improvement Project	 Transportation	*	2029 and Beyond	Not funded in CIP
SE 99th St. & I-90 Park and Ridge Project	 Transportation	*	2029 and Beyond	Not funded in CIP

**ESTIMATED USES**

Proposed Funding Target	\$ 27,455,000
Conditional Funding Target (City Portion)	\$ 22,985,300
Conditional Funding Target (Grants and Other Contributions Portion)	\$ 20,696,700
CIP Funding Target Subtotal	\$ 71,137,000
Proposed Debt Service Target Subtotal	\$ 522,000
Estimated Uses Subtotal	\$ 71,659,000
Alternative Capital Projects or Programs	\$ 20,721,580
<b>GRAND TOTAL</b>	<b>\$ 92,380,580</b>



Note: The estimated costs for projects or programs not currently funded are approximate, but rough, estimates.

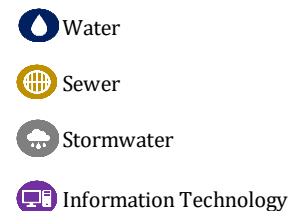
\* A cost estimate of the proposed capital project has not been made. This estimate is pending more detailed scoping of the project.

**Utility Capital Program or Projects Based on Funding Source Status**

Capital Project or Program Name	Area	2023 to 2028 Est. Total Cost	Est. Year of Construction	Est. % Funded by Grants and Other Contributions
Utility Main & Drainage System Replacement Program	All Utilities	\$ 12,763,000	Multiple	0%
Urban Forestry Improvement Program	Stormwater	\$ 1,610,000	Multiple	0%
Stormwater Pond Improvement Program	Stormwater	\$ 354,000	Multiple	0%
Pressure Zone Conversions Project	Water	\$ 231,000	Multiple	0%
Pressure Reducing Valve (PRV) Stations Project	Water	\$ 321,000	Multiple	0%
1040 Zone Booster Pump Station Improvement Project	Water	\$ 432,000	Multiple	0%
705 Zone Booster Pump Station Improvement Project	Water	\$ 575,000	Multiple	0%
South Wellfield Improvement Project	Water	\$ 2,858,000	Multiple	0%
1040 Zone Reservoir Addition Project	Water	\$ 5,432,000	Multiple	0%
Canyon Springs Improvement Project	Water	\$ 1,253,000	2028	0%
Railroad Place Lift Station Improvement Project	Sewer	\$ 106,000	2023	0%
Eagle Lake Water Reclamation Basin Improvement Project	Sewer	\$ 3,332,000	Multiple	0%
SR 202 Drainage Improvement Project	Stormwater	\$ 2,618,000	Multiple	0%
Leitz Street Drainage Improvement Project	Stormwater	\$ 132,000	2026	0%
Ridge Street Drainage Improvement Project	Stormwater	\$ 336,000	Multiple	0%
Kimball Creek Riparian Restoration Project	Stormwater	\$ 2,376,000	Multiple	0%
Enterprise Resource Planning System Replacement Project	IT	\$ 150,000	2023	0%
Sandy Cove Park Riverbank Restoration & Outfall Project	Stormwater	\$ 5,500,000	Multiple	50%
SR 202 Bridge Utility Main Replacement Project	Water	\$ 3,915,000	Multiple	10%
599 Zone Reservoir Addition Project	Water	\$ 4,117,000	Multiple	50%
Source of Supply Improvement Project	Water	\$ 2,234,000	Multiple	19%
Snoqualmie Mill Water Main Loop Project	Water	\$ 6,803,000	Multiple	70%
Water Reclamation Facility Improvements - Phase 3	Sewer	\$ 14,730,000	Multiple	26%
Lift Station Improvement Program	Sewer	\$ 853,383	2029 and Beyond	Not funded in the CIP
Northern St. Culvert Project (Stormwater Portion)	Stormwater	\$ 1,826,961	2029 and Beyond	Not funded in the CIP

**ESTIMATED USES**

Proposed Funding Target	\$ 34,879,000
Conditional Funding Target (City Portion)	\$ 23,102,596
Conditional Funding Target (Grants and Other Contributions Portion)	\$ 14,196,404
CIP Funding Target Subtotal	\$ 72,178,000
Proposed Debt Service Target Subtotal	\$ 14,063,000
Estimated Uses Subtotal	\$ 86,241,000
Alternative Capital Projects or Programs	\$ 2,680,344
<b>GRAND TOTAL</b>	<b>\$ 88,921,344</b>



Note: The estimated costs for projects or programs not currently funded are approximate, but rough, estimates.



## THE PURPOSE OF THE CIP

The Capital Improvement Plan (CIP) is a planning and financial management tool that helps the City of Snoqualmie identify and prioritize capital investments over a six-year period. Based on staff recommendations, public input, and Council deliberation, the CIP establishes the scope and cost of capital investments, estimates funding from various sources, and balances both cost and estimated sources in a cohesive and efficient financial plan. This long-term plan increases the transparency of the capital decision-making process. Given its explicit and forward-looking nature, the City of Snoqualmie can avoid longer-term adverse financial and operating surprises by creating and adopting a CIP and including projects and programs in the biennial budget.

### ***The Growth Management Act and the CIP***

The CIP is required by the State of Washington Growth Management Act (GMA) (RCW 36.70A) which is state law that requires local governments to plan and manage growth that would impact the environment and quality of life. The GMA establishes the importance and primacy of the Comprehensive Plan which provides the vision, policies, and guidance for growth, development, and conservation within a local government over a twenty-year period. The Capital Facilities Element, a critical piece of the Comprehensive Plan, documents how a local government expects to provide public facilities and services at the population and intensities of development envisioned.

The Capital Facilities Element must include the following:

- An inventory of existing capital facilities disclosing the location and capacity of each facility;
- A forecast of future capital facility needs;
- A *six-year financial plan* that clearly identifies and forecasts the revenues available for capital purposes (RCW 36.70A.070(3)).

According to the Washington Administrative Code (WAC 365-196-415(2)(c), a local government should include in the Capital Facilities Element a six-year capital plan for financing, forecast projected funding capacities based on revenues available, and update the plan biennially so that financial planning remains sufficiently ahead of the present need for capital facilities.

This CIP serves to fulfill the financial planning requirements established in the GMA.



## THE CIP PROCESS

The goal of the CIP process is to create a smart, well-considered, transparent, and sustainable financial plan for the City of Snoqualmie. To achieve this goal, the Snoqualmie City Council adopted comprehensive Financial Management Policy identifies capital budgeting objectives, criteria and ranking guidance, project source and use identification, and the planning schedule.



## CAPITAL USES SUMMARY

The 2023-2028 Capital Improvement Plan (CIP) covers forty-five capital programs and projects including two facility programs or projects, twelve park programs or projects, seven transportation programs or projects, one combined utilities program, eleven water projects, three sewer projects, seven stormwater programs or projects, one information technology project, and finally one capital equipment addition.

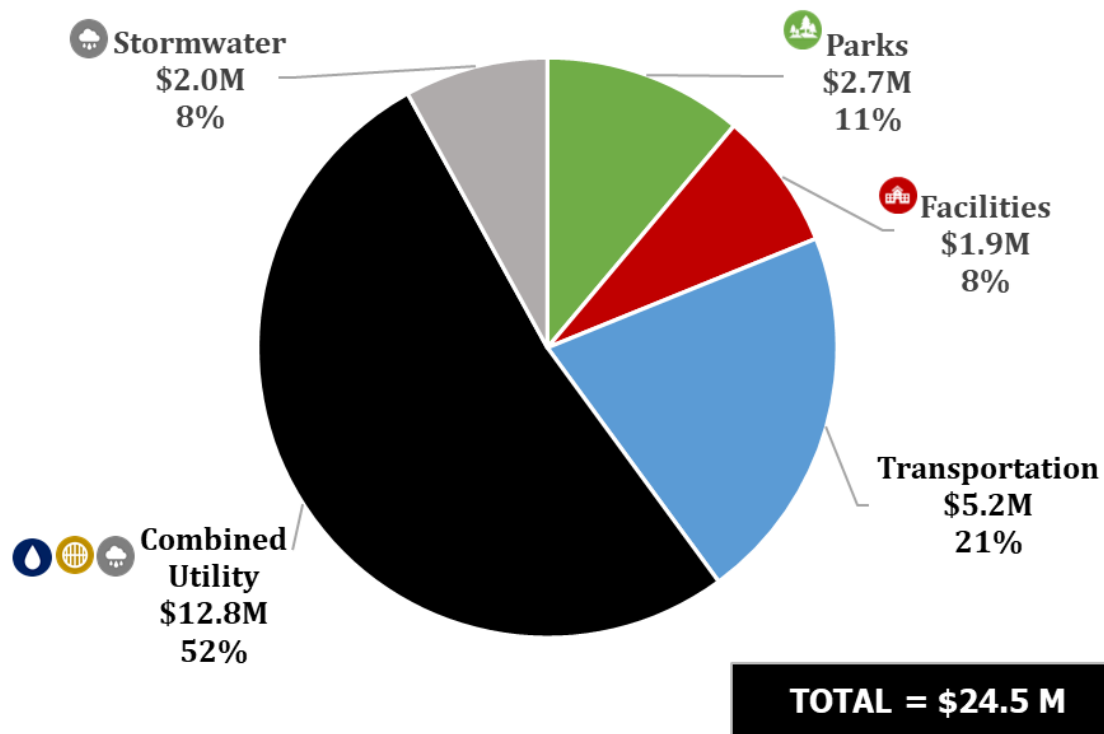
The City of Snoqualmie has identified twelve of the forty-five as capital programs. A capital program is defined as the continuous replacement or renewal, over an extended period of time, of similar long-term assets such as streets or playground equipment. Of the twelve capital programs incorporated into the CIP, eleven have been carried forward from the previous version of the CIP. The Stormwater Pond Improvement Program will begin in 2023.

The 2023-2028 CIP includes approximately \$157.9 million in capital program, project, and debt service expenditures. In total, approximately \$71.7 million is composed of non-utility capital uses and \$86.2 million is composed of utility capital uses. The following table shows the amounts and timing of capital project or program expenditures annually within the 6-year plan. All proposed costs are inflated to year-of-expenditure dollars:

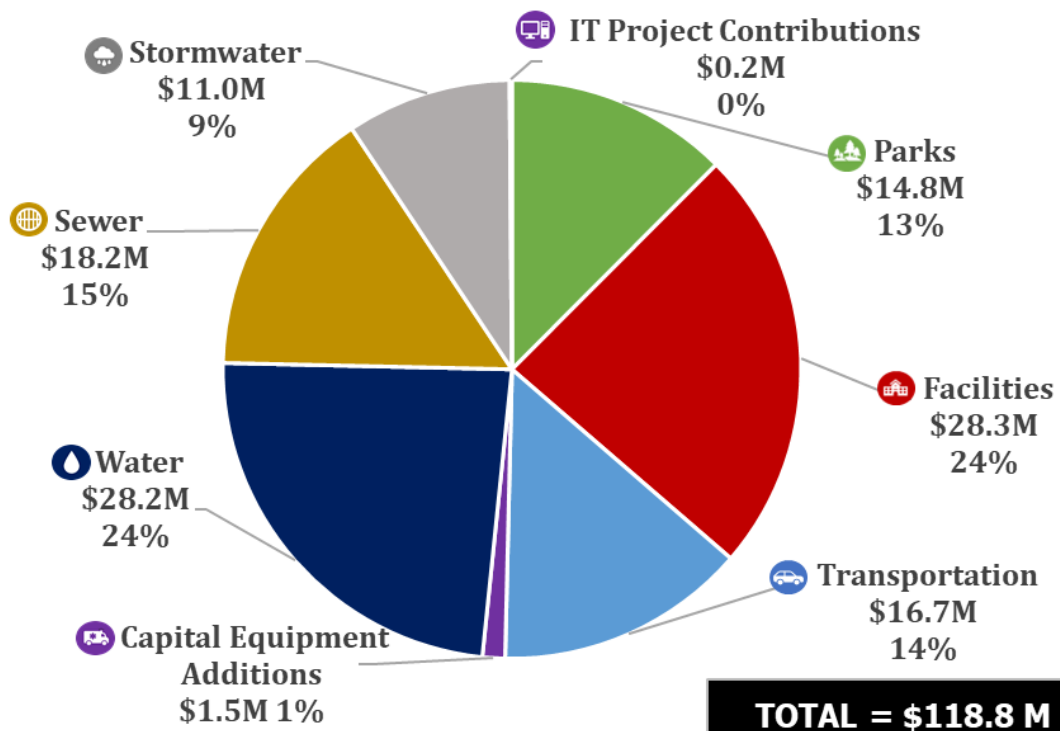
	2023	2024	2025	2026	2027	2028	6-Year Total
<b>Non-Utilities</b>							
Transportation Capital Programs	\$0.9M	\$0.8M	\$0.8M	\$0.9M	\$0.9M	\$0.9M	\$5.2M
Transportation Capital Projects	\$8.5M	\$1.5M	\$2.7M	\$3.2M	\$0.8M	\$0.0M	\$16.7M
Parks Capital Programs	\$0.6M	\$0.3M	\$0.6M	\$0.3M	\$0.7M	\$0.3M	\$2.7M
Parks Capital Projects	\$5.6M	\$2.9M	\$0.4M	\$1.9M	\$3.0M	\$1.1M	\$14.8M
Facilities Capital Programs	\$0.7M	\$0.2M	\$0.2M	\$0.2M	\$0.2M	\$0.2M	\$1.9M
Facilities Capital Projects	-	\$15.2M	\$13.1M	-	-	-	\$28.3M
Capital Equipment Additions	-	-	\$1.5M	-	-	-	\$1.5M
Debt Service	\$0.1M	\$0.1M	\$0.1M	\$0.1M	\$0.1M	\$0.1M	\$0.5M
<b>Non-Utilities Subtotal</b>	<b>\$16.4M</b>	<b>\$21.0M</b>	<b>\$19.5M</b>	<b>\$6.6M</b>	<b>\$5.6M</b>	<b>\$2.6M</b>	<b>\$71.7M</b>
<b>Utilities</b>							
Combined Utility Capital Program	\$1.0M	\$2.1M	\$2.2M	\$2.3M	\$2.5M	\$2.7M	\$12.8M
Water Projects	\$1.0M	\$1.6M	\$6.4M	\$5.9M	\$3.0M	\$10.4M	\$28.2M
Sewer Projects	\$3.0M	\$10.8M	\$3.2M	\$1.2M	-	-	\$18.2M
Stormwater Capital Programs	\$0.3M	\$0.3M	\$0.3M	\$0.3M	\$0.4M	\$0.4M	\$2.0M
Stormwater Capital Projects	\$0.7M	\$3.4M	\$3.1M	\$2.9M	\$0.9M	-	\$11.0M
IT Project Contributions	\$0.2M	-	-	-	-	-	\$0.2M
Debt Service	\$2.4M	\$2.4M	\$2.4M	\$2.4M	\$2.4M	\$2.0M	\$14.1M
<b>Utilities Subtotal</b>	<b>\$8.5M</b>	<b>\$20.6M</b>	<b>\$17.6M</b>	<b>\$15.0M</b>	<b>\$9.1M</b>	<b>\$15.5M</b>	<b>\$86.2M</b>
<b>Grand Total</b>	<b>\$24.9M</b>	<b>\$41.5M</b>	<b>\$37.1M</b>	<b>\$21.6M</b>	<b>\$14.8M</b>	<b>\$18.1M</b>	<b>\$157.9M</b>

Furthermore, this plan includes \$24.5 million proposed for the preservation of existing assets, or nearly \$4.1 million annually, through the establishment of capital programs. These programmatic and project-based uses are broken out into categories within the two following pie charts:

### Est. Total Capital Programs in the 2023-28 CIP



### Est. Total Capital Projects in the 2023-28 CIP



## ***Contingency***

Contingencies are built into many capital programs and projects to protect against unanticipated cost increases. The amount of contingency set aside is based on a percentage of three cost estimates: design, construction, and construction management. Some capital projects do not require a contingency. This is likely because it is the responsibility of a partner agency to cover any cost overruns that eventuate. Given the potential number of risks that could result in higher than anticipated costs, contingencies help to safeguard the City's financial condition in an uncertain planning environment.

Of the \$157.9 million in capital uses, the City of Snoqualmie will set aside nearly \$17.8 million for contingency in case of higher-than-anticipated costs. This is roughly equivalent to 11% of the total CIP.

## ***Operating Impact***

Consistent with best practices in financial planning, the 2023-2028 CIP contemplates the operating impact of capital programs and projects. Once Council commits to a program or project with a known operating implication, such as staff time or maintenance, a level of obligation is included within the operating budget.

The City of Snoqualmie, based on all the capital projects or programs, will spend slightly more than it will save, at a net amount of \$21,098 over the six-year period, to maintain the condition of current and new capital assets as formulated in the CIP. Some capital projects and programs will necessitate additional staff resources and maintenance, whereas others may reduce the amount of staffing and maintenance resources required. The following summary estimates the increase in the annual operating budget needed to support the CIP:

	2023	2024	2025	2026	2027	2028	Total
Transportation	(\$28.0K)	(\$29.7K)	(\$31.5K)	(\$32.5K)	(\$34.8K)	(\$37.5K)	(\$194.0K)
Parks	\$12.0K	\$31.8K	\$38.0K	\$39.5K	\$46.0K	\$47.7K	\$215.1K
Facilities	-	-	-	-	-	-	-
<b>Total</b>	<b>(\$16.0K)</b>	<b>\$2.1K</b>	<b>\$6.5K</b>	<b>\$7.0K</b>	<b>\$11.2K</b>	<b>\$10.2K</b>	<b>\$21.1K</b>

## ***The 1% Commitment to the Arts***

In 2002, the Snoqualmie City Council adopted Ordinance 913 which dedicates 1% of certain capital program or project construction costs to public art. All dedicated CIP arts funding will be pooled into a fund each year for eventual allocation to public art uses. The City's Arts Commission collaborate, review, and recommend public art projects to City Council for funding annually.

Approved uses for CIP arts funding may be visual art at the location of the CIP project from which the funding was derived or in any other public space, repair and maintenance of existing public art, public participation by community members in the creation of public art, and other acquisition costs of public art excluding administrative costs.

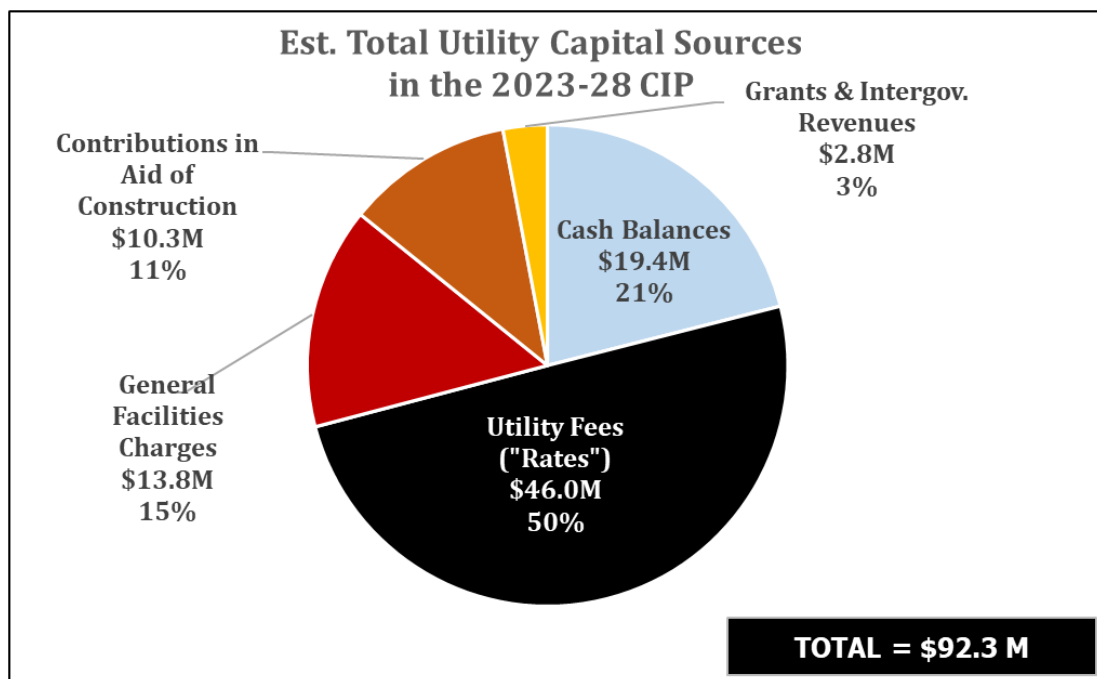
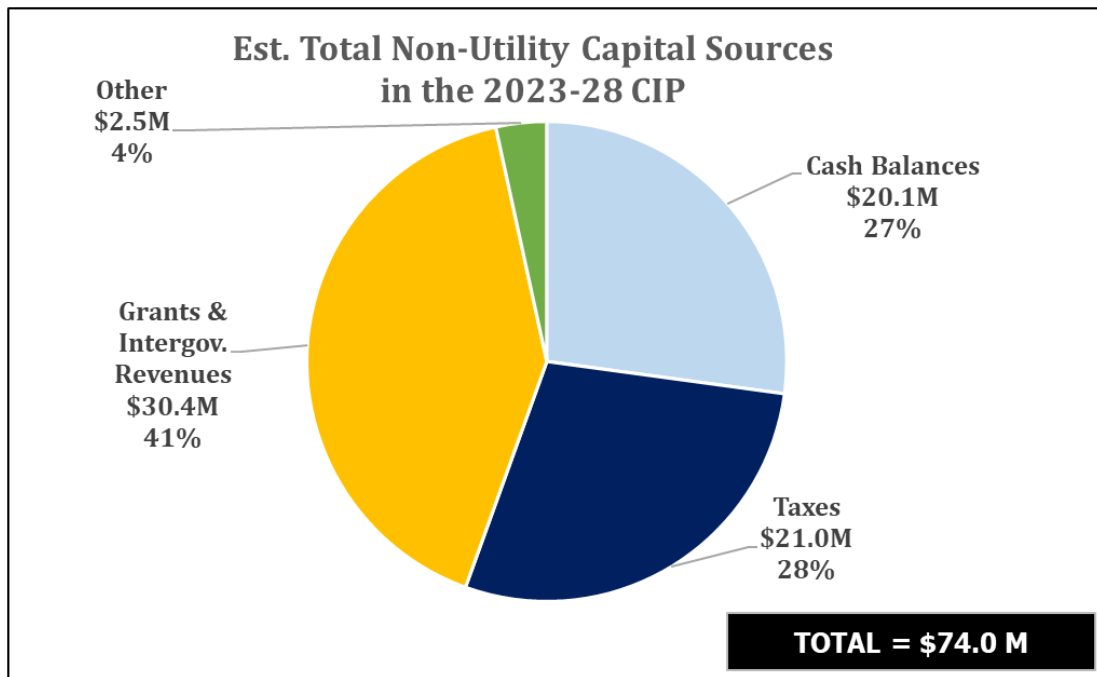
This CIP provides over \$291 thousand in public arts funding over the plan's six-year period. Because the CIP arts ordinance does not apply to street, sidewalk, and parking projects, years in which heavy emphasis is given to those project categories see less arts funding. A yearly breakdown of CIP arts funding is shown below:

2023	2024	2025	2026	2027	2028	Total
\$40.9K	\$17.1K	\$185.9K	\$11.0K	\$26.4K	\$9.9K	\$291.1K



## CAPITAL SOURCES SUMMARY

The City of Snoqualmie will rely upon a variety of sources to fund the 2023-2028 CIP. The plan incorporates approximately \$74.0 million in funding sources to support non-utility capital uses and \$92.3 million to support utility capital uses. The following charts break out the available funding sources for both the non-utility and utility portions of the CIP.



## Real Estate Excise Tax – Cashflow Forecast

The Real Estate Excise Tax (REET) is levied on all sales of real estate. Because the City of Snoqualmie plans under the provisions of the GMA, the City levies two 0.25% REET taxes. Use of these funds are restricted by the State for use on capital projects and programs such as parks, transportation, and facilities.

<b>Capital Funding Source: Real Estate Excise Tax (REET)</b>						
<b>Cashflow Forecast</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
<b>Beginning Cash Balance</b>	<b>\$ 10,400,000</b>	<b>\$ 8,229,950</b>	<b>\$ -</b>	<b>\$ 48,000</b>	<b>\$ 82,250</b>	<b>\$ 299,000</b>
<b>Sources</b>						
Real Estate Excise Tax	\$ 1,450,000	\$ 1,525,000	\$ 1,600,000	\$ 1,680,000	\$ 1,765,000	\$ 1,855,000
<b>Total Sources</b>	<b>\$ 1,450,000</b>	<b>\$ 1,525,000</b>	<b>\$ 1,600,000</b>	<b>\$ 1,680,000</b>	<b>\$ 1,765,000</b>	<b>\$ 1,855,000</b>
<b>Uses</b>						
<b>Parks</b>						
Playgrounds Replacement Program	\$ 398,000	\$ -	\$ 308,000	\$ -	\$ 338,000	\$ -
Trails Replacement Program	\$ -	\$ 108,000	\$ -	\$ 113,000	\$ -	\$ 118,000
Sport Courts Replacement Program	\$ 21,000	\$ 23,000	\$ 24,000	\$ 25,000	\$ 26,000	\$ 27,000
Parking Lot Resurfacing Program	\$ -	\$ 108,000	\$ -	\$ 113,000	\$ -	\$ 118,000
Parks Facilities Maintenance Program	\$ 32,000	\$ 34,000	\$ 35,000	\$ 36,000	\$ 37,000	\$ 38,000
Facilities Maintenance Program	\$ 740,000	\$ 220,000	\$ 226,000	\$ 231,000	\$ 237,000	\$ 242,000
Riverfront Land Acquisitions & Demolitions	\$ 120,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -
Riverwalk Project - NW of Sandy Cove Park	\$ 952,000	\$ 276,600	\$ -	\$ -	\$ -	\$ -
Sandy Cove Park Improvement	\$ 319,000	\$ 922,000	\$ -	\$ -	\$ -	\$ -
All-Inclusive Playground	\$ 189,600	\$ -	\$ -	\$ -	\$ -	\$ -
Riverwalk Project - Arboretum Trail	\$ -	\$ -	\$ 200,000	\$ 607,000	\$ -	\$ -
Riverwalk Project - Boardwalk	\$ -	\$ -	\$ -	\$ 201,500	\$ 823,250	\$ 268,750
Meadowbrook Trail	\$ 240,000	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Transportation</b>						
Town Center Phase III	\$ 89,450	\$ -	\$ 672,000	\$ 232,250	\$ -	\$ -
Meadowbrook Bridge Restoration	\$ 432,000	\$ 283,000	\$ -	\$ -	\$ -	\$ -
<b>Facilities</b>						
Community Center Expansion	\$ -	\$ 7,493,350	\$ -	\$ -	\$ -	\$ -
<b>Debt Service</b>						
Debt Service	\$ 87,000	\$ 87,000	\$ 87,000	\$ 87,000	\$ 87,000	\$ 87,000
<b>Total Uses</b>	<b>\$ 3,620,050</b>	<b>\$ 9,754,950</b>	<b>\$ 1,552,000</b>	<b>\$ 1,645,750</b>	<b>\$ 1,548,250</b>	<b>\$ 898,750</b>
<b>Sources Over (Under) Uses</b>	<b>\$ (2,170,050)</b>	<b>\$ (8,229,950)</b>	<b>\$ 48,000</b>	<b>\$ 34,250</b>	<b>\$ 216,750</b>	<b>\$ 956,250</b>
<b>Ending Cash Balance</b>	<b>\$ 8,229,950</b>	<b>\$ -</b>	<b>\$ 48,000</b>	<b>\$ 82,250</b>	<b>\$ 299,000</b>	<b>\$ 1,255,250</b>

## Sales Tax – Cashflow Forecast

The City of Snoqualmie taxes sales at a rate of 1.145% (City portion of the overall sales tax rate). Sales tax committed for capital purposes typically comes from residential or commercial construction and city capital projects. Given the unpredictability of development, the City has isolated a portion of sales tax, from the General Fund, through operating transfers based on financial management policy.

<b>Capital Funding Source: Sales Tax</b>						
<b>Cashflow Forecast</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
<b>Beginning Cash Balance</b>	<b>\$ 7,900,000</b>	<b>\$ 9,330,000</b>	<b>\$ 1,971,000</b>	<b>\$ 229,000</b>	<b>\$ 225,250</b>	<b>\$ -</b>
<b>Sources</b>						
Operating Transfer	\$ 2,500,000					
Non-Recurring Sales Tax	\$ 430,000	\$ 430,000	\$ 430,000	\$ 430,000	\$ 430,000	\$ 430,000
<b>Total Sources</b>	<b>\$ 2,930,000</b>	<b>\$ 430,000</b>	<b>\$ 430,000</b>	<b>\$ 430,000</b>	<b>\$ 430,000</b>	<b>\$ 430,000</b>
<b>Uses</b>						
<b>Parks</b>						
Community Park Sprayground Project	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ -
Riverwalk Project - Boardwalk	\$ -	\$ -	\$ -	\$ 201,500	\$ 655,250	\$ 268,750
<b>Transportation</b>						
Town Center Phase III	\$ -	\$ -	\$ 672,000	\$ 232,250	\$ -	\$ -
Street Resurfacing	\$ -	\$ 84,000	\$ -	\$ -	\$ -	\$ -
<b>Facilities</b>						
Community Center Expansion	\$ -	\$ 7,705,000	\$ -	\$ -	\$ -	\$ -
<b>Fire</b>						
Ladder Fire Truck		\$ -	\$ 1,500,000	\$ -	\$ -	\$ -
<b>Total Uses</b>	<b>\$ 1,500,000</b>	<b>\$ 7,789,000</b>	<b>\$ 2,172,000</b>	<b>\$ 433,750</b>	<b>\$ 655,250</b>	<b>\$ 268,750</b>
<b>Sources Over (Under) Uses</b>	<b>\$ 1,430,000</b>	<b>\$ (7,359,000)</b>	<b>\$ (1,742,000)</b>	<b>\$ (3,750)</b>	<b>\$ (225,250)</b>	<b>\$ 161,250</b>
<b>Ending Cash Balance</b>	<b>\$ 9,330,000</b>	<b>\$ 1,971,000</b>	<b>\$ 229,000</b>	<b>\$ 225,250</b>	<b>\$ -</b>	<b>\$ 161,250</b>

### ***Utility Tax & Transportation Related Taxes – Cashflow Forecast***

Ordinance 1076, adopted in 2011, increased the utility tax rate from 6% to 9% on the water, sewer, stormwater, and solid waste utilities to fund capital programs and projects. The utility tax is applied on top of the fees paid for water and sewer consumption, a share of the stormwater system, and garbage collection.

In 2010, Snoqualmie voters passed a ballot measure forming the Snoqualmie Transportation Benefit District (TBD). Funding of the TBD began through a levy of a \$40 fee per vehicle license. However, in 2021, Snoqualmie voters approved a change to the funding source and authorized the city to impose a 0.2% sales tax on taxable goods and services. The use of TBD funds are restricted solely for transportation-related purposes.

In addition to the TBD, the State of Washington levies a motor vehicle fuel tax (MVFT) on every gallon of gasoline purchased. Once collected, the State distributes a portion of the tax to counties and municipalities on a per-capita basis. Similar to the TBD fee, the MVFT is restricted for transportation-related purposes.

<b>Capital Funding Source: Utility &amp; Transportation Taxes</b>						
<b>Cashflow Forecast</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
<b>Beginning Cash Balance</b>	<b>\$ 1,800,000</b>	<b>\$ 104,500</b>	<b>\$ -</b>	<b>\$ 564,000</b>	<b>\$ -</b>	<b>\$ 202,000</b>
<b>Sources</b>						
<i>Utility Tax (3%, Allocated to Capital)</i>	<i>\$ 455,000</i>	<i>\$ 469,000</i>	<i>\$ 483,000</i>	<i>\$ 497,000</i>	<i>\$ 512,000</i>	<i>\$ 528,000</i>
<i>Transportation (TBD) Sales Tax (0.2%)</i>	<i>\$ 570,000</i>	<i>\$ 600,000</i>	<i>\$ 620,000</i>	<i>\$ 640,000</i>	<i>\$ 660,000</i>	<i>\$ 680,000</i>
<i>Motor Vehicle Fuel Tax ("Gas Tax")</i>	<i>\$ 268,000</i>	<i>\$ 275,000</i>	<i>\$ 282,000</i>	<i>\$ 289,000</i>	<i>\$ 297,000</i>	<i>\$ 305,000</i>
<i>Multimodal Transportation Tax</i>	<i>\$ 18,000</i>	<i>\$ 18,000</i>	<i>\$ 18,000</i>	<i>\$ 18,000</i>	<i>\$ 18,000</i>	<i>\$ 18,000</i>
<b>Total Sources</b>	<b>\$ 1,311,000</b>	<b>\$ 1,362,000</b>	<b>\$ 1,403,000</b>	<b>\$ 1,444,000</b>	<b>\$ 1,487,000</b>	<b>\$ 1,531,000</b>
<b>Uses</b>						
<b>Transportation</b>						
<i>Street Resurfacing Program</i>	<i>\$ 635,500</i>	<i>\$ 445,500</i>	<i>\$ 568,000</i>	<i>\$ 583,000</i>	<i>\$ 598,000</i>	<i>\$ 613,000</i>
<i>Sidewalk Replacement Program</i>	<i>\$ 211,000</i>	<i>\$ 220,000</i>	<i>\$ 226,000</i>	<i>\$ 231,000</i>	<i>\$ 237,000</i>	<i>\$ 242,000</i>
<i>ADA Program Program</i>	<i>\$ 42,000</i>	<i>\$ 44,000</i>	<i>\$ 45,000</i>	<i>\$ 46,000</i>	<i>\$ 47,000</i>	<i>\$ 48,000</i>
<i>Snoqualmie Parkway</i>	<i>\$ 1,400,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
<i>Kimball Creek Bridges</i>	<i>\$ 718,000</i>	<i>\$ 600,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
<i>Town Center Phase III</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 1,148,000</i>	<i>\$ 403,000</i>	<i>\$ -</i>
<i>Meadowbrook Bridge Restoration</i>	<i>\$ -</i>	<i>\$ 157,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
<b>Total Uses</b>	<b>\$ 3,006,500</b>	<b>\$ 1,466,500</b>	<b>\$ 839,000</b>	<b>\$ 2,008,000</b>	<b>\$ 1,285,000</b>	<b>\$ 903,000</b>
<b>Sources Over (Under) Uses</b>	<b>\$ (1,695,500)</b>	<b>\$ (104,500)</b>	<b>\$ 564,000</b>	<b>\$ (564,000)</b>	<b>\$ 202,000</b>	<b>\$ 628,000</b>
<b>Ending Cash Balance</b>	<b>\$ 104,500</b>	<b>\$ -</b>	<b>\$ 564,000</b>	<b>\$ -</b>	<b>\$ 202,000</b>	<b>\$ 830,000</b>

### ***Utility Fees ("Rates") – Cashflow Forecast***

Funding for the 2023-2028 Utilities CIP generally comes from the fees assessed on current and new utility customers. The City conducts rate studies periodically to determine and set utility fees with the last study completed in May 2021, effective until 2026. Over the 6-year plan, and except for 2022, utility customers of Snoqualmie will see a 2% increase annually in sewer rates, a 5.1% increase in stormwater rates, and a 3.7% increase annually in water rates. These rate increases project to an approximately 3.07% annual increase in the average residential monthly bill. Additional utility rate revenue growth factors include inflation, an increase in population, an increase in the number of businesses, and likely consumption behaviors.

<b>Capital Funding Source: Utility Fees ("Rates")</b>						
<b>Cashflow Forecast</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
<b>Beginning Cash Balance</b>	<b>\$ 12,800,000</b>	<b>\$ 14,863,500</b>	<b>\$ 13,013,404</b>	<b>\$ 11,144,404</b>	<b>\$ 6,951,404</b>	<b>\$ 8,783,404</b>
<b>Sources</b>						
<i>Utility Fees ("Rates")</i>	<i>\$ 6,615,000</i>	<i>\$ 7,200,000</i>	<i>\$ 7,570,000</i>	<i>\$ 8,075,000</i>	<i>\$ 7,980,000</i>	<i>\$ 8,570,000</i>
<b>Total Sources</b>	<b>\$ 6,615,000</b>	<b>\$ 7,200,000</b>	<b>\$ 7,570,000</b>	<b>\$ 8,075,000</b>	<b>\$ 7,980,000</b>	<b>\$ 8,570,000</b>
<b>Uses</b>						
<b>Combined Utilities</b>						
<i>Utility Main &amp; Drainage System Replacement</i>	<i>\$ 987,000</i>	<i>\$ 2,134,000</i>	<i>\$ 2,204,000</i>	<i>\$ 2,279,000</i>	<i>\$ 2,472,000</i>	<i>\$ 2,687,000</i>
<b>Water</b>						
<i>Pressure Zone Conversions</i>	<i>\$ -</i>	<i>\$ 27,000</i>	<i>\$ 204,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
<i>Pressure Reducing Valve Stations</i>	<i>\$ 84,000</i>	<i>\$ 237,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
<i>1040 Zone Booster Pump Station</i>	<i>\$ 38,000</i>	<i>\$ 394,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
<i>705 Zone Booster Pump Station</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 54,000</i>	<i>\$ 521,000</i>	<i>\$ -</i>	<i>\$ -</i>
<i>South Wellfield</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 258,000</i>	<i>\$ 2,600,000</i>	<i>\$ -</i>	<i>\$ -</i>
<i>1040 Zone Reservoir Addition</i>	<i>\$ 38,000</i>	<i>\$ 394,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 5,000,000</i>
<i>Canyon Springs</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 1,253,000</i>
<b>Sewer</b>						
<i>Railroad Place Lift Station</i>	<i>\$ 106,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
<i>Eagle Lake Water Reclamation Basin</i>	<i>\$ 106,000</i>	<i>\$ 215,000</i>	<i>\$ 1,828,000</i>	<i>\$ 1,183,000</i>	<i>\$ -</i>	<i>\$ -</i>
<i>Water Reclamation Facility Phase 3</i>	<i>\$ -</i>	<i>\$ 1,102,596</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
<b>Stormwater</b>						
<i>Urban Forestry Improvement</i>	<i>\$ 211,000</i>	<i>\$ 237,000</i>	<i>\$ 258,000</i>	<i>\$ 280,000</i>	<i>\$ 301,000</i>	<i>\$ 323,000</i>
<i>Stormwater Pond Improvement</i>	<i>\$ 53,000</i>	<i>\$ 56,000</i>	<i>\$ 58,000</i>	<i>\$ 60,000</i>	<i>\$ 62,000</i>	<i>\$ 65,000</i>
<i>SR 202 Drainage</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 892,000</i>	<i>\$ 1,726,000</i>	<i>\$ -</i>	<i>\$ -</i>
<i>Leitz Street</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 132,000</i>	<i>\$ -</i>	<i>\$ -</i>
<i>Ridge Street</i>	<i>\$ -</i>	<i>\$ 166,000</i>	<i>\$ 170,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
<i>Kimball Creek Riparian Restoration</i>	<i>\$ 79,000</i>	<i>\$ 161,000</i>	<i>\$ 161,000</i>	<i>\$ 1,075,000</i>	<i>\$ 900,000</i>	<i>\$ -</i>
<i>Sandy Cove Riverbank Restoration</i>	<i>\$ 290,500</i>	<i>\$ 1,518,500</i>	<i>\$ 941,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
<b>Information Technology</b>						
<i>ERP Replacement</i>	<i>\$ 150,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
<b>Debt Service</b>						
<i>Debt Service</i>	<i>\$ 2,409,000</i>	<i>\$ 2,408,000</i>	<i>\$ 2,411,000</i>	<i>\$ 2,412,000</i>	<i>\$ 2,413,000</i>	<i>\$ 2,010,000</i>
<b>Total Uses</b>	<b>\$ 4,551,500</b>	<b>\$ 9,050,096</b>	<b>\$ 9,439,000</b>	<b>\$ 12,268,000</b>	<b>\$ 6,148,000</b>	<b>\$ 11,338,000</b>
<b>Sources Over (Under) Uses</b>	<b>\$ 2,063,500</b>	<b>\$ (1,850,096)</b>	<b>\$ (1,869,000)</b>	<b>\$ (4,193,000)</b>	<b>\$ 1,832,000</b>	<b>\$ (2,768,000)</b>
<b>Ending Cash Balance</b>	<b>\$ 14,863,500</b>	<b>\$ 13,013,404</b>	<b>\$ 11,144,404</b>	<b>\$ 6,951,404</b>	<b>\$ 8,783,404</b>	<b>\$ 6,015,404</b>

### ***General Facilities Charges ("GFCs") – Cashflow Forecast***

Funding for the 2023-2028 Utilities CIP also comes from General Facilities Charges (GFC). A GFC is a one-time charge on new development or the expansion of a connection as a condition of service. The goal is to prorate a share of the cost of providing sewer, stormwater, and water system capacity. The May 2021 adopted utility rate and fee increases included updated GFCs for each of three utilities. Staff anticipates separating GFC revenues from other rate revenue to use on projects that support system upgrades or changes in capacity.

<b>Capital Funding Source: General Facilities Charges (GFCs)</b>						
<b>Cashflow Forecast</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
<b>Beginning Cash Balance</b>	<b>\$ 5,500,000</b>	<b>\$ 6,105,911</b>	<b>\$ 2,486,182</b>	<b>\$ 1,286,436</b>	<b>\$ 1,131,300</b>	<b>\$ 945,500</b>
<b>Sources</b>						
<i>General Facilities Charges (GFCs)</i>	<i>\$ 3,230,000</i>	<i>\$ 3,410,000</i>	<i>\$ 1,670,000</i>	<i>\$ 1,740,000</i>	<i>\$ 1,810,000</i>	<i>\$ 1,890,000</i>
<b>Total Sources</b>	<b>\$ 3,230,000</b>	<b>\$ 3,410,000</b>	<b>\$ 1,670,000</b>	<b>\$ 1,740,000</b>	<b>\$ 1,810,000</b>	<b>\$ 1,890,000</b>
<b>Uses</b>						
<u>Water</u>						
<i>SR 202 Bridge Utility Main</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 75,600</i>	<i>\$ 570,600</i>	<i>\$ 1,135,800</i>	<i>\$ 1,741,500</i>
<i>599 Zone Reservoir Addition</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 24,000</i>	<i>\$ 80,500</i>	<i>\$ 860,000</i>	<i>\$ 1,094,000</i>
<i>Source of Supply</i>	<i>\$ 558,657</i>	<i>\$ 105,054</i>	<i>\$ 105,054</i>	<i>\$ 1,050,536</i>	<i>\$ -</i>	<i>\$ -</i>
<i>Snoqualmie Mill Water Main Loop</i>	<i>\$ 47,400</i>	<i>\$ 122,700</i>	<i>\$ 1,677,300</i>	<i>\$ 193,500</i>	<i>\$ -</i>	<i>\$ -</i>
<u>Sewer</u>						
<i>Water Reclamation Facility Phase 3</i>	<i>\$ 2,018,032</i>	<i>\$ 6,801,976</i>	<i>\$ 987,792</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
<b>Total Uses</b>	<b>\$ 2,624,089</b>	<b>\$ 7,029,730</b>	<b>\$ 2,869,746</b>	<b>\$ 1,895,136</b>	<b>\$ 1,995,800</b>	<b>\$ 2,835,500</b>
<b>Sources Over (Under) Uses</b>	<b>\$ 605,911</b>	<b>\$ (3,619,730)</b>	<b>\$ (1,199,746)</b>	<b>\$ (155,136)</b>	<b>\$ (185,800)</b>	<b>\$ (945,500)</b>
<b>Ending Cash Balance</b>	<b>\$ 6,105,911</b>	<b>\$ 2,486,182</b>	<b>\$ 1,286,436</b>	<b>\$ 1,131,300</b>	<b>\$ 945,500</b>	<b>\$ 0</b>

### ***Contributions in Aid of Construction ("CIACs") – Cashflow Forecast***

Contributions in Aid of Construction (CIAC) are direct contributions from a developer in support of a specific capital project. Differing from GFCs, a CIAC is restricted for use on a particular project and cannot be applied elsewhere or across the City of Snoqualmie.

<b>Capital Funding Source: Contributions in Aid of Construction (CIACs)</b>						
<b>Cashflow Forecast</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
<b>Beginning Cash Balance</b>	<b>\$ 1,100,000</b>	<b>\$ 313,032</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ (0)</b>	<b>\$ (0)</b>
<b>Sources</b>						
<i>Contributions in Aid of Construction (CIACs)</i>	<i>\$ 237,943</i>	<i>\$ 2,644,643</i>	<i>\$ 4,355,254</i>	<i>\$ 834,864</i>	<i>\$ 986,200</i>	<i>\$ 1,287,500</i>
<b>Total Sources</b>	<b>\$ 237,943</b>	<b>\$ 2,644,643</b>	<b>\$ 4,355,254</b>	<b>\$ 834,864</b>	<b>\$ 986,200</b>	<b>\$ 1,287,500</b>
<b>Uses</b>						
<u>Water</u>						
<i>SR 202 Bridge Utility Main</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 8,400</i>	<i>\$ 63,400</i>	<i>\$ 126,200</i>	<i>\$ 193,500</i>
<i>599 Zone Reservoir Addition</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 24,000</i>	<i>\$ 80,500</i>	<i>\$ 860,000</i>	<i>\$ 1,094,000</i>
<i>Source of Supply</i>	<i>\$ 127,343</i>	<i>\$ 23,946</i>	<i>\$ 23,946</i>	<i>\$ 239,464</i>	<i>\$ -</i>	<i>\$ -</i>
<i>Snoqualmie Mill Water Main Loop</i>	<i>\$ 110,600</i>	<i>\$ 286,300</i>	<i>\$ 3,913,700</i>	<i>\$ 451,500</i>	<i>\$ -</i>	<i>\$ -</i>
<u>Sewer</u>						
<i>Water Reclamation Facility Phase 3</i>	<i>\$ 786,968</i>	<i>\$ 2,647,428</i>	<i>\$ 385,208</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
<b>Total Uses</b>	<b>\$ 1,024,911</b>	<b>\$ 2,957,674</b>	<b>\$ 4,355,254</b>	<b>\$ 834,864</b>	<b>\$ 986,200</b>	<b>\$ 1,287,500</b>
<b>Sources Over (Under) Uses</b>	<b>\$ (786,968)</b>	<b>\$ (313,031)</b>	<b>\$ (0)</b>	<b>\$ (0)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Ending Cash Balance</b>	<b>\$ 313,032</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ (0)</b>	<b>\$ (0)</b>	<b>\$ (0)</b>

### ***Capital Funding Sustainability***

To sustain its financial health, the City of Snoqualmie should generally fund the CIP through a mix of consistent revenue streams and inconsistent streams not suitable for operating budget consideration. Of the funding sources deemed appropriate for capital planning, some are more volatile than others. The funding sources included in the 2023-28 CIP have been categorized by stability and appropriately matched with the regularity of each proposed use.

Following this methodology, all sources of revenue have been identified as internally committed by policy or council action, externally restricted by state law, federal law, or granting agencies, or identified as "other" and allocated accordingly. Once categorized by restrictions or commitments, the stable funding

sources are utilized to fund the most consistent uses (capital programs or debt service), while the more volatile fundings sources are used to fund the least consistent uses.

The following sources used to fund the 2023-28 CIP are identified below in order from least to most volatile over the past six-year period. Sources at the top of the list have been deployed to fund capital programs and debt service first before funding capital projects, unless otherwise restricted or committed.

*Non-Utilities Rank and Source Type*

1. Utility and Transportation Taxes
2. Real Estate Excise Tax
3. Sales Tax
4. Grants, Cash Balances, etc.

*Utilities Rank and Source Type*

1. Utility Fees ("Rates")
2. General Facilities Charges
3. Contributions in Aid of Construction
4. Grants, Cash Balances, etc.

**Capital program and debt service sustainability is defined as the proportion of "recurring" sources of revenue to capital program and debt service uses.** If the CIP incorporates more "recurring" sources of revenue than recurring uses, then the CIP is deemed sustainable. If the opposite is true, then the CIP is deemed unsustainable.

The following tables estimate capital funding sustainability for both the non-utility and utility portions of the 2023-28 CIP.

**Non-Utilities Capital Program & Debt Service Sustainability**

	2023	2024	2025	2026	2027	2028	Total
<b>Estimated Recurring Sources</b>							
Restricted Transportation Taxes	\$0.9M	\$0.9M	\$0.9M	\$0.9M	\$1.0M	\$1.0M	\$5.6M
Restricted Capital Taxes - Government Type	\$1.5M	\$1.5M	\$1.6M	\$1.7M	\$1.8M	\$1.9M	\$9.9M
Committed Capital Taxes - Government Type <sup>1</sup>	\$0.5M	\$0.5M	\$0.5M	\$0.5M	\$0.5M	\$0.5M	\$2.9M
<b>Total Recurring Sources</b>	<b>\$2.8M</b>	<b>\$2.9M</b>	<b>\$3.0M</b>	<b>\$3.1M</b>	<b>\$3.3M</b>	<b>\$3.4M</b>	<b>\$18.4M</b>
<b>Estimated Recurring Uses</b>							
Capital Programs	\$2.2M	\$1.3M	\$1.7M	\$1.4M	\$1.8M	\$1.4M	\$9.8M
Debt Service	\$0.1M	\$0.1M	\$0.1M	\$0.1M	\$0.1M	\$0.1M	\$0.5M
<b>Total Recurring Uses</b>	<b>\$2.3M</b>	<b>\$1.4M</b>	<b>\$1.8M</b>	<b>\$1.5M</b>	<b>\$1.9M</b>	<b>\$1.5M</b>	<b>\$10.3M</b>
<b>Recurring Sources Over (Under) Recurring Uses (Rounded)</b>	<b>\$0.5M</b>	<b>\$1.5M</b>	<b>\$1.2M</b>	<b>\$1.7M</b>	<b>\$1.4M</b>	<b>\$1.9M</b>	<b>\$8.1M</b>
<b>Sustainability Ratio</b>	<b>1.20</b>	<b>2.10</b>	<b>1.69</b>	<b>2.13</b>	<b>1.74</b>	<b>2.21</b>	<b>1.79</b>

<sup>1</sup>Excludes Non-Recurring Sales Tax

**Utilities Capital Program & Debt Service Sustainability**

	2023	2024	2025	2026	2027	2028	Total
<b>Estimated Recurring Sources</b>							
Utility Fees ("Rates")	\$6.6M	\$7.2M	\$7.6M	\$8.1M	\$8.0M	\$8.6M	\$46.0M
<b>Total Recurring Sources</b>	<b>\$6.6M</b>	<b>\$7.2M</b>	<b>\$7.6M</b>	<b>\$8.1M</b>	<b>\$8.0M</b>	<b>\$8.6M</b>	<b>\$46.0M</b>
<b>Estimated Recurring Uses</b>							
Capital Programs	\$1.3M	\$2.4M	\$2.5M	\$2.6M	\$2.8M	\$3.1M	\$14.7M
Debt Service	\$2.4M	\$2.4M	\$2.4M	\$2.4M	\$2.4M	\$2.0M	\$14.1M
<b>Total Recurring Uses</b>	<b>\$3.7M</b>	<b>\$4.8M</b>	<b>\$4.9M</b>	<b>\$5.0M</b>	<b>\$5.2M</b>	<b>\$5.1M</b>	<b>\$28.8M</b>
<b>Recurring Sources Over (Under) Recurring Uses (Rounded)</b>	<b>\$3.0M</b>	<b>\$2.4M</b>	<b>\$2.6M</b>	<b>\$3.0M</b>	<b>\$2.7M</b>	<b>\$3.5M</b>	<b>\$17.2M</b>
<b>Sustainability Ratio</b>	<b>1.81</b>	<b>1.49</b>	<b>1.54</b>	<b>1.61</b>	<b>1.52</b>	<b>1.69</b>	<b>1.60</b>

The sustainability ratio was estimated at 1.79 and 1.60 over the six-year plan for both the non-utility and utility portions of the CIP respectively. This means that for every \$1.00 in recurring non-utility uses, the City expects to collect approximately \$1.79 from recurring non-utility sources, and that for every \$1.00 in recurring utility uses, the City expects to collect approximately \$1.60 from recurring utility sources.



## DEBT SUMMARY

Debt represents a commitment to repay borrowed funds over an extended period. While not a true revenue source, debt provides the City the capacity to use a future stream of revenues to fund large one-time capital projects in the present. The City currently makes annual debt service payments on one non-utilities capital project related bond.

As prescribed by the Revised Code of Washington (RCW) 39.36.020, the City of Snoqualmie's total amount of debt needed for general purposes cannot exceed 2.5% of the total assessed valuation of citywide taxable property. Within the 2.5% limit, the City may incur debt, without a vote of the electors, up to 1.5% of total assessed valuation. Any amount beyond 1.5%, up to 2.5%, is subject to a 60% majority vote of registered voters. In accordance with the statute, only the City's general obligation bonds are subject to the debt limit.

### *Calculation of the General Obligation Debt Limit:*

<b>City of Snoqualmie Assessed Value (2022)</b>	\$4043.4M
Non-Voted Debt Limit (1.5% of Assessed Value)	\$60.7M
Overall Debt Limit (2.5% of Assessed Value)	\$101.1M
Outstanding Non-Voted Debt	\$2.5M
Outstanding Voted Debt	\$0.0M
<b>Total Outstanding Debt</b>	<b>\$2.5M</b>
Legal Non-Voted Debt Margin	\$58.1M
Legal Voted Debt Margin	\$98.6M

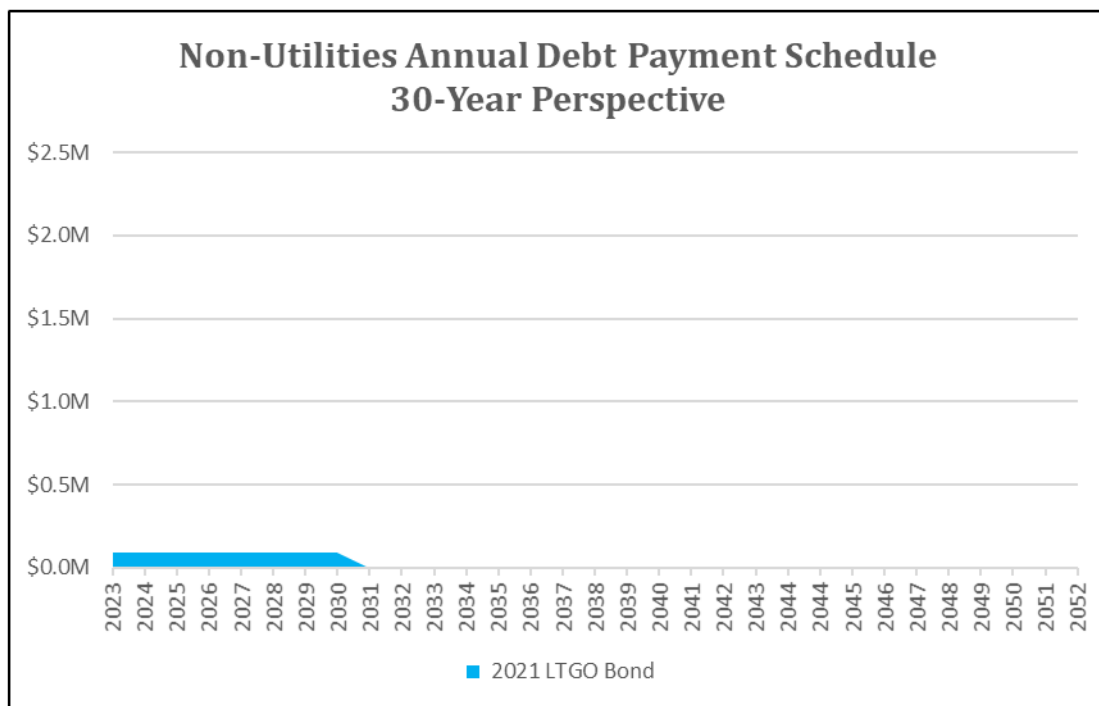
The City of Snoqualmie primarily has two choices in funding capital programs and projects. The City may choose to fund capital investments with cash after generating the necessary savings over some time ("pay-as-you-go"), or the City may fund capital investments with borrowed cash or debt ("pay-as-you-use"). The City of Snoqualmie primarily borrows when the length of time to save exceeds the need to construct a capital asset. Furthermore, the City borrows to ensure that the cost of constructing the capital asset is shared with future residents and businesses. Instead of current residents and businesses assuming the full burden, cost is spread over the lifetime of the capital asset so that future residents and businesses contribute equally.

The non-utilities portion of the 2023-28 CIP includes \$0.5 million in debt obligations over the six-year period. Of the \$71.6 million in non-utility CIP uses, debt service constitutes nearly 1.0% of total estimated spending.

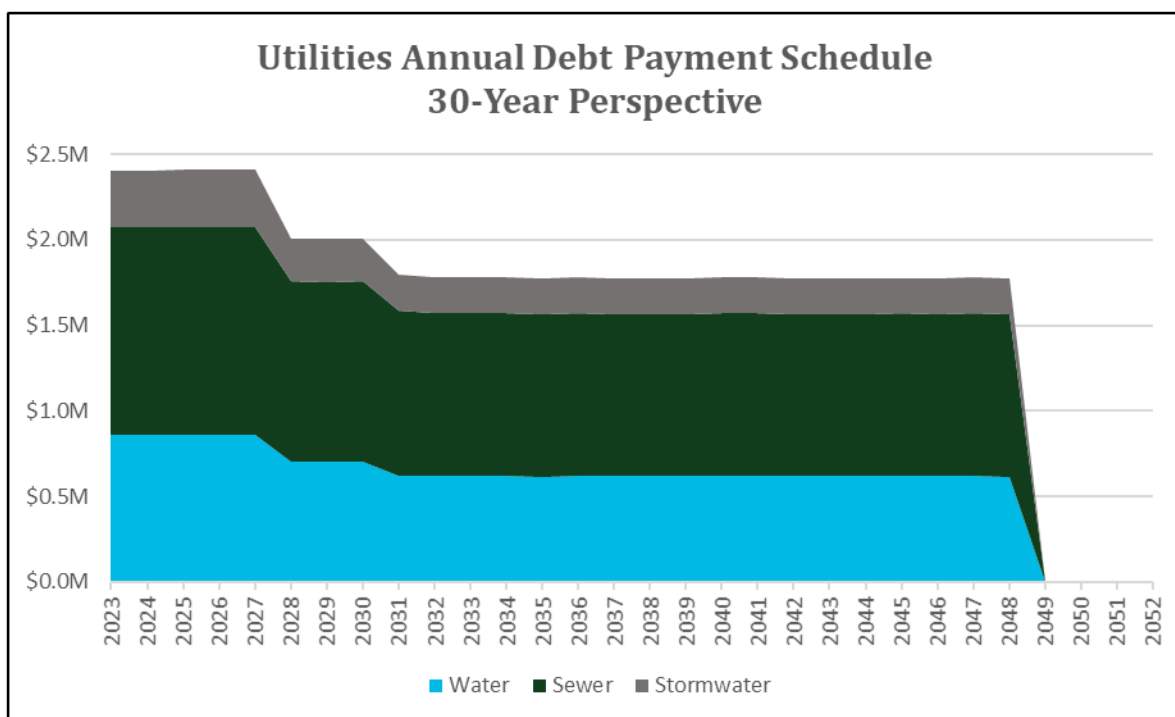
### *2023-2028 Non-Utilities Annual Debt Service Requirements:*

	2023	2024	2025	2026	2027	2028
2021 LTGO Bond	\$0.1M	\$0.1M	\$0.1M	\$0.1M	\$0.1M	\$0.1M
<b>Total:</b>	<b>\$0.1M</b>	<b>\$0.1M</b>	<b>\$0.1M</b>	<b>\$0.1M</b>	<b>\$0.1M</b>	<b>\$0.1M</b>

The 2021 LTGO bond will mature in 2030. If the City of Snoqualmie fully enacts the CIP without changes, then the City will continue to make annual debt service payments of approximately \$87 thousand until 2030, after which the City would no longer have an annual debt service payment. The following chart schedules total debt service payments over a thirty-year period:



The 2023-28 utility portion of the CIP includes approximately \$14.1 million in debt service payments over the six-year period for the three utilities combined. Existing debt service, meaning payment of debt obligations issued before 2023, constitutes 100% of the \$14.1 million in debt service. Over the six-year planning period, debt service payments will remain relatively stable, from \$2.4 million in 2023 to \$2.0 million in 2028. This 16.6% decrease is a direct result of the CIP's plan to pay off the 2017 Refunding Revenue Bond in full, without issuing another bond for the duration of the 2023-28 period. The following chart schedules total debt service payments over a thirty-year period:





## CAPITAL IMPROVEMENT PLAN – PROJECT SUMMARY BY YEAR

While the City of Snoqualmie has planned many capital projects in the 2023-28 CIP, plans may change as time progresses. Therefore, the information provided in this summary by year is prospective and is not intended to commit present or future Council to action. The design, construction, construction management, or other related work of a planned capital project is not assured until Council votes in separate pieces of legislation to (1) appropriate funds in the budget towards the project and (2) approve a resolution or award a contract to start the planned work.

### *Proposed for 2023*

In 2023, the City of Snoqualmie proposes to commence and continue several capital projects and complete a significant project to rehabilitate the Snoqualmie Parkway. With proper maintenance, the proposed repaving of the Snoqualmie Parkway is expected to have a 15-20 year life. Notable transportation projects include the Kimball Creek Bridges and Meadowbrook Bridge Restoration projects. In addition, the City intends to begin work on the Riverwalk Project northwest of Sandy Cove Park, which is nearly through the design process, and complete the entirety of a new community sprayground. Other significant projects include the continuation of the Water Reclamation Facility design and to proactively maintain and replace infrastructure important to the community.

#### 2023 Capital Project Summary

	Total
Snoqualmie Parkway Rehabilitation Project	\$ 6,400,000
Riverfront Land Acquisitions & Demolitions	\$ 570,000
Riverwalk Project - Northwest of Sandy Cove Park	\$ 2,111,000
Sandy Cove Park Improvement Project	\$ 319,000
All-Inclusive Playground Project	\$ 876,000
Kimball Creek Bridges Restoration Project	\$ 718,000
Town Center Improvement Project - Phase III	\$ 496,000
Meadowbrook Bridge Restoration Project	\$ 864,000
Meadowbrook Trail Project	\$ 240,000
Community Park Sprayground Project	\$ 1,500,000
Pressure Reducing Valve (PRV) Stations Project	\$ 84,000
1040 Zone Booster Pump Station Improvement Project	\$ 38,000
1040 Zone Reservoir Addition Project	\$ 38,000
Railroad Place Lift Station Improvement Project	\$ 106,000
Eagle Lake Water Reclamation Basin Improvement Project	\$ 106,000
Kimball Creek Riparian Restoration Project	\$ 79,000
Sandy Cove Park Riverbank Restoration & Outfall Project	\$ 581,000
Source of Supply Improvement Project	\$ 686,000
Snoqualmie Mill Water Main Loop Project	\$ 158,000
Water Reclamation Facility Improvements - Phase 3	\$ 2,805,000
Enterprise Resource Planning System Replacement Project	\$ 150,000
<b>Total:</b>	<b>\$ 18,925,000</b>

### *Proposed for 2024*

In 2024, the City plans to continue the heavy construction schedule as it splits its attention between utilities, recreation facility development, and the Snoqualmie River. The largest project is the Community Center Expansion, which will more than double the size of the current building. The Water Reclamation Facility Improvements will continue, with the bulk of construction occurring during this period. The Snoqualmie River is a center of activity, as bridge replacement, riverwalk construction, and riverbank restoration also constitute a large portion of the 2024 CIP.


















#### 2024 Capital Project Summary

	Total
Kimball Creek Bridges Restoration Project	\$ 600,000
Riverfront Land Acquisitions & Demolitions	\$ 900,000
Riverwalk Project - Northwest of Sandy Cove Park	\$ 597,000
Sandy Cove Park Improvement Project	\$ 1,422,000
Meadowbrook Bridge Restoration Project	\$ 880,000
Community Center Expansion Project	\$ 15,198,350
Pressure Zone Conversions Project	\$ 27,000
Pressure Reducing Valve (PRV) Stations Project	\$ 237,000
1040 Zone Booster Pump Station Improvement Project	\$ 394,000
1040 Zone Reservoir Addition Project	\$ 394,000
Eagle Lake Water Reclamation Basin Improvement Project	\$ 215,000
Ridge Street Drainage Improvement Project	\$ 166,000
Kimball Creek Riparian Restoration Project	\$ 161,000
Sandy Cove Park Riverbank Restoration & Outfall Project	\$ 3,037,000
Source of Supply Improvement Project	\$ 129,000
Snoqualmie Mill Water Main Loop Project	\$ 409,000
Water Reclamation Facility Improvements - Phase 3	\$ 10,552,000
<b>Total:</b>	<b>\$ 35,318,350</b>

## Proposed for 2025

In 2025, construction will begin on the Snoqualmie Mill Water Main Loop project, implementing the designs to be created during 2024 to install water mains and support development. Ongoing Riverwalk and riverbank restoration will continue. Construction of the Town Center Improvement Phase 3 project will begin, reconstructing both pedestrian and street infrastructure between downtown Snoqualmie and Snoqualmie Falls.














### 2025 Capital Project Summary

	Total Expenditures
 Riverfront Land Acquisitions & Demolitions	\$ 150,000
 Town Center Improvement Project - Phase III	\$ 2,688,000
 Riverwalk Project - Arboretum Trail	\$ 200,000
 Community Center Expansion Project	\$ 13,139,650
 Pressure Zone Conversions Project	\$ 204,000
 705 Zone Booster Pump Station Improvement Project	\$ 54,000
 South Wellfield Improvement Project	\$ 258,000
 Eagle Lake Water Reclamation Basin Improvement Project	\$ 1,828,000
 SR 202 Drainage Improvement Project	\$ 892,000
 Ridge Street Drainage Improvement Project	\$ 170,000
 Kimball Creek Riparian Restoration Project	\$ 161,000
 Sandy Cove Park Riverbank Restoration & Outfall Project	\$ 1,882,000
 SR 202 Bridge Utility Main Replacement Project	\$ 84,000
 599 Zone Reservoir Addition Project	\$ 48,000
 Source of Supply Improvement Project	\$ 129,000
 Snoqualmie Mill Water Main Loop Project	\$ 5,591,000
 Water Reclamation Facility Improvements - Phase 3	\$ 1,373,000
<b>Total:</b>	<b>\$ 28,851,650</b>

## Proposed for 2026

In 2026, many projects started in the previous year will continue such as the Town Center Improvement Phase 3 project. Construction will begin for the South Wellfield Improvement Project, boosting water quality. While the City's construction schedule of major projects will slow down, the City aims to continue its proactive maintenance and replacement of infrastructure throughout the year.






### 2026 Capital Project Summary

	Total Expenditures
 Town Center Improvement Project - Phase III	\$ 3,225,000
 Riverwalk Project - Arboretum Trail	\$ 1,107,000
 Riverwalk Project - Boardwalk	\$ 806,000
 705 Zone Booster Pump Station Improvement Project	\$ 521,000
 South Wellfield Improvement Project	\$ 2,600,000
 Eagle Lake Water Reclamation Basin Improvement Project	\$ 1,183,000
 SR 202 Drainage Improvement Project	\$ 1,726,000
 Leitz Street Drainage Improvement Project	\$ 132,000
 Kimball Creek Riparian Restoration Project	\$ 1,075,000
 SR 202 Bridge Utility Main Replacement Project	\$ 634,000
 599 Zone Reservoir Addition Project	\$ 161,000
 Source of Supply Improvement Project	\$ 1,290,000
 Snoqualmie Mill Water Main Loop Project	\$ 645,000
<b>Total:</b>	<b>\$ 15,105,000</b>

## Proposed for 2027

In 2027, the City of Snoqualmie will continue work on the Riverwalk project, with the majority of boardwalk construction occurring during this period. Following design work in 2025 and 2026, construction will begin on two projects: the SR 202 Bridge Utility Main Replacement and the 599 Zone Reservoir Addition Project.






### 2027 Capital Project Summary

	Total
 Town Center Improvement Project - Phase III	\$ 806,000
 Riverwalk Project - Boardwalk	\$ 2,957,000
 Kimball Creek Riparian Restoration Project	\$ 900,000
 SR 202 Bridge Utility Main Replacement Project	\$ 1,262,000
 599 Zone Reservoir Addition Project	\$ 1,720,000
<b>Total:</b>	<b>\$ 7,645,000</b>

## Proposed for 2028

In 2028, the City of Snoqualmie proposes to complete the 1040 Zone Reservoir Addition, which will support water storage capacity for the 20-year planning period. Construction for the 599 Zone Reservoir Addition, SR 202 Bridge Main Replacement, and the Riverwalk Boardwalk, projects started in prior periods, are scheduled to end in 2028. The only project with a start date in 2028, the Canyon Springs Improvement Project, will address maintenance and stabilization access for the spring collector boxes, which were last serviced in the early 1980s.

### 2028 Capital Project Summary

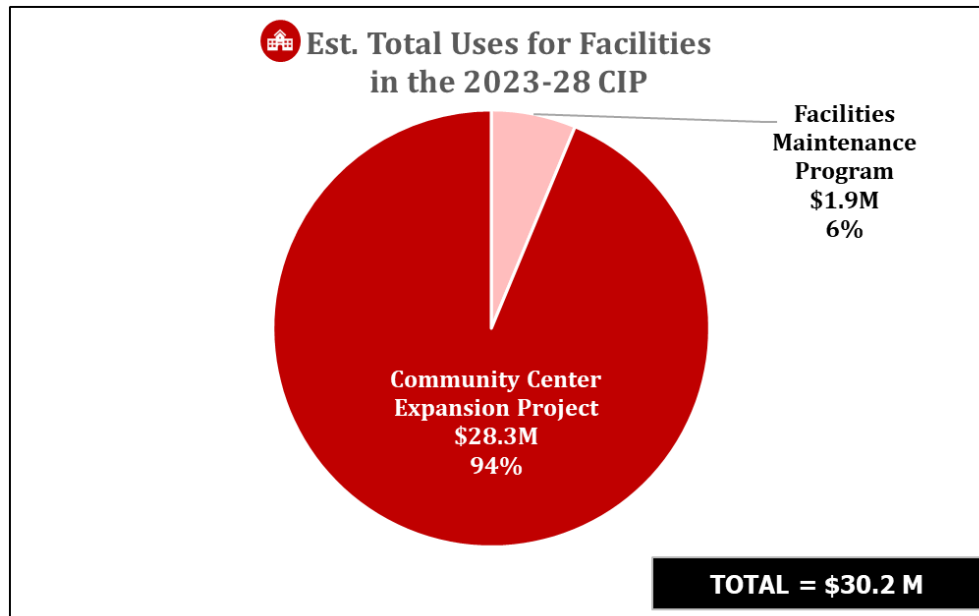
	Total
 Riverwalk Project - Boardwalk	\$ 1,075,000
 1040 Zone Reservoir Addition Project	\$ 5,000,000
 Canyon Springs Improvement Project	\$ 1,253,000
 SR 202 Bridge Utility Main Replacement Project	\$ 1,935,000
 599 Zone Reservoir Addition Project	\$ 2,188,000
<b>Total:</b>	<b>\$ 11,451,000</b>



## CAPITAL IMPROVEMENT PLAN – SUMMARY BY CATEGORY

### *Facilities Improvements - Summary*

Capital projects and programs classified under the facilities section of the CIP include additions and improvements to large City buildings and structures utilized in the performance of City business, such as City Hall, the Police Department, the Fire Department, the Parks and Public Works building, and the Community Center.

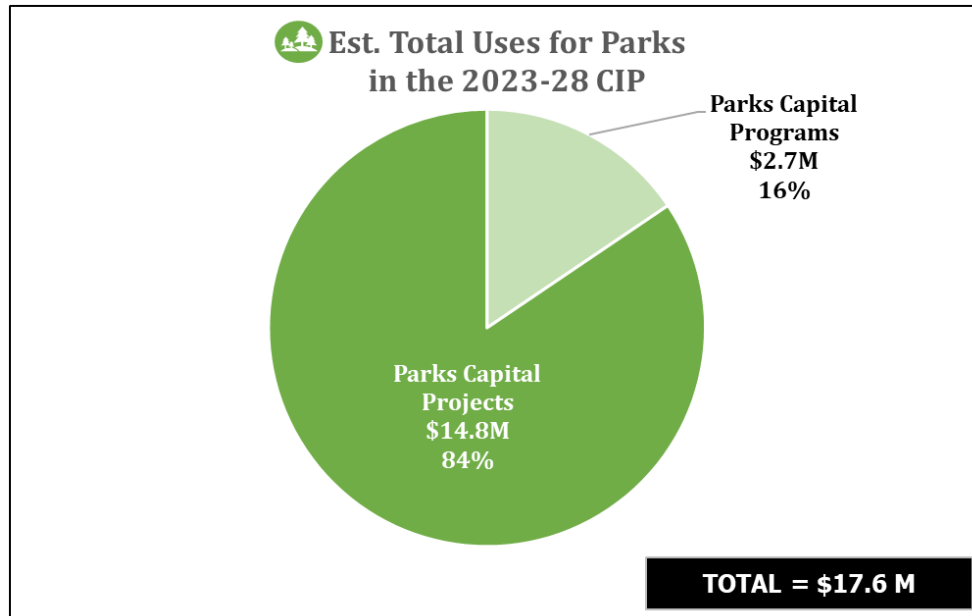


The 2023-28 CIP includes one facilities capital program and one project to be completed by the end of the six-year period.

Capital Project or Program Name	Total Estimated Expenditures	Proposed Year of Construction
Facilities Maintenance Program	\$1.9 M	Ongoing
Community Center Expansion Project	\$28.3 M	2024/2025

## Park Improvements - Summary

Capital projects and programs classified under the parks section of the CIP include additions and improvements to the City park, trail, and open space system.

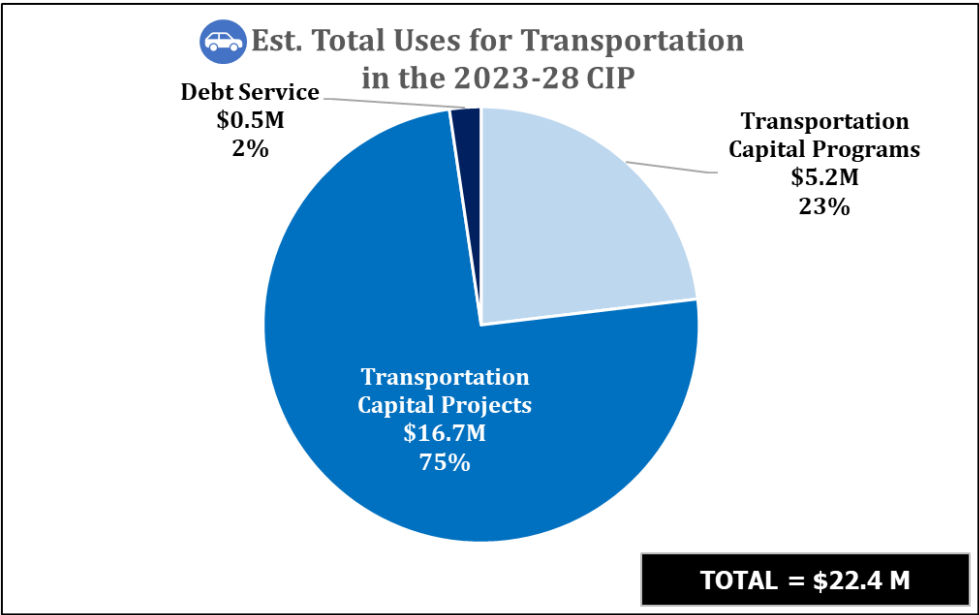


The 2023-28 CIP includes twelve parks capital projects or programs.

Capital Project or Program Name	Total Estimated Expenditures	Proposed Year of Construction
Playgrounds Replacement Program	\$1.7 M	Multiple Years
Trails Replacement Program	\$0.3 M	Multiple Years
Sport Courts Replacement Program	\$0.1 M	Multiple Years
Parks Parking Lot Resurfacing Program	\$0.3 M	Multiple Years
Parks Facilities Maintenance Program	\$0.2 M	Multiple Years
Community Park Sprayground Project	\$1.5 M	2023
Riverfront Land Acquisitions & Demolitions	\$1.6 M	Multiple Years
Riverwalk Project, NW of Sandy Cove Park	\$2.7 M	2023/2024
Sandy Cove Park Improvements Project	\$1.7 M	2024
All-Inclusive Playground Project	\$0.9 M	2023
Riverwalk Project – Arboretum Trail	\$1.3 M	2026
Riverwalk Project – Boardwalk	\$4.8 M	2027/2028
Meadowbrook Trail Project	\$0.2 M	2023

Transportation Improvements - Summary

Capital projects and programs classified under the transportation section of the CIP include additions and improvements to the City transportation network, including roads, bridges, pedestrian and bicycle facilities.

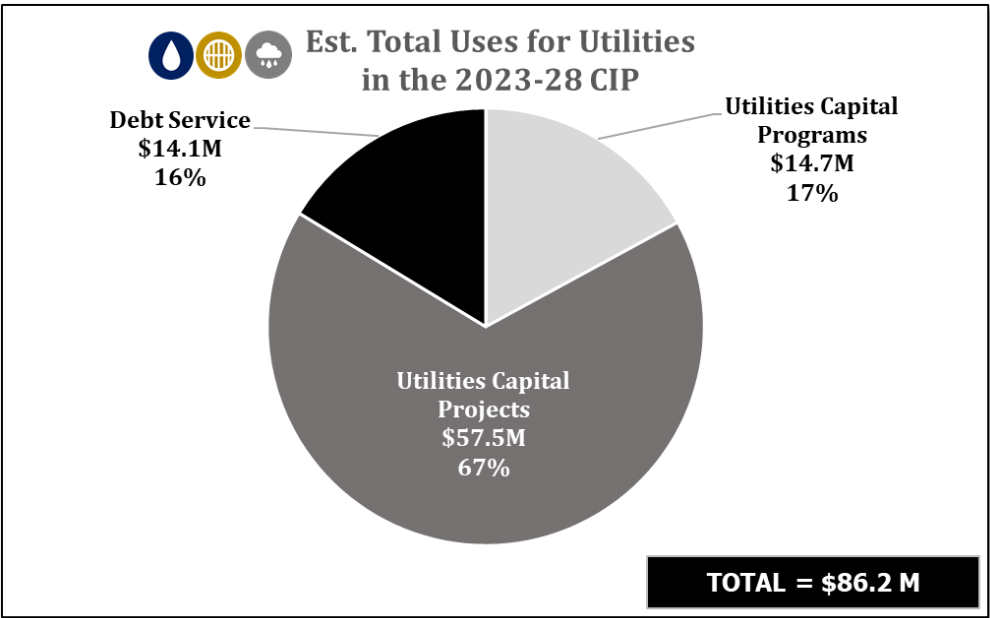


The 2023-28 CIP includes seven transportation capital projects or programs.

Capital Project or Program Name	Total Estimated Expenditures	Proposed Year of Construction
Street Resurfacing Program	\$3.5 M	Multiple Years
Sidewalk Replacement Program	\$1.4 M	Multiple Years
Americans with Disabilities Act (ADA) Program	\$0.3 M	Multiple Years
Snoqualmie Parkway Rehabilitation Project	\$6.4 M	2023
Kimball Creek Bridges Restoration Project	\$1.3 M	2023/2024
Town Center Improvement Project – Phase III	\$7.2 M	2025/2026
Meadowbrook Bridge Restoration Project	\$1.7 M	2023/2024

Utility Improvements - Summary

Capital projects and programs classified under the utilities section of the CIP include additions and improvements to the City water, sewer, and stormwater systems. The utilities portion of the 2023-28 CIP covers 23 capital programs and projects. Of the \$86.2 million in capital expenditures, the city will spend nearly \$14.1 million in repayment of previous principal amounts borrowed with interest, nearly \$7.3 million on the completion of existing projects, and approximately \$50.1 million on the initiation and completion of new projects. Ongoing programs account for \$14.7 million in spending.



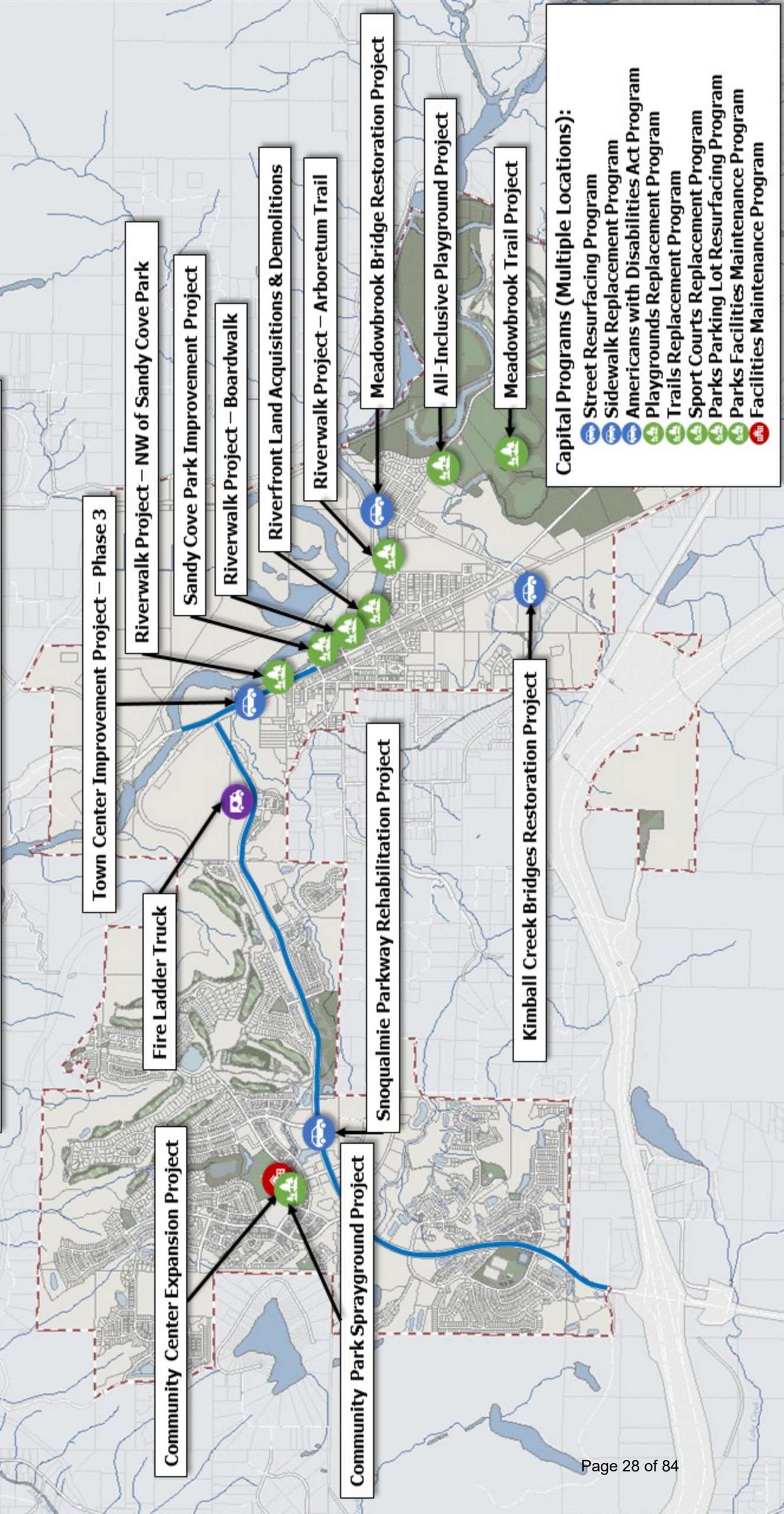


MAPS



This page is intentionally blank.

# Non-Utilities Capital Improvement Plan (CIP) Map



# Utilities Capital Improvement Plan (CIP) Map

Water Reclamation Facility Improvements – Phase 3

Eagle Lake Water Reclamation Basin Improvement Project

SR 202 Bridge Utility Main Replacement Project

Ridge Street Drainage Improvement Project

705 Zone Booster Pump Station Improvement Project

599 Zone Reservoir Addition Project

Snoqualmie Mill Water Main Loop Project

Railroad Pl. Lift Station Improvement Project

Kimball Creek Riparian Restoration Project

Canyon Springs Improvement Project

Sandy Cove Park Riverbank Restoration & Outfall Project

1040 Zone Booster Pump Station Improvement Project

Leitz Street Drainage Improvement Project

South Wellfield Improvement Project

SR 202 Drainage Improvement Project

1040 Zone Reservoir Addition Project

## Capital Programs & Projects (Multiple Locations):

- Utility Main & Drainage System Replacement Program
- Urban Forestry Improvement Program
- Stormwater Pond Improvement Program
- Pressure Zone Conversions Project
- Pressure Reducing Valve (PRV) Stations Project
- Source of Supply Improvement Project



## FINANCIAL SCHEDULES



This page is intentionally blank.

ESTIMATED NON-UTILITIES USES

Capital Program or Project		2023	2024	2025	2026	2027	2028	2023-2028 Total
<b>Capital Programs</b>								
Street Resurfacing Program		\$ 635,500	\$ 529,500	\$ 568,000	\$ 583,000	\$ 598,000	\$ 613,000	\$ 3,527,000
Sidewalk Replacement Program		\$ 211,000	\$ 220,000	\$ 226,000	\$ 231,000	\$ 237,000	\$ 242,000	\$ 1,367,000
Americans with Disabilities Act (ADA) Program		\$ 42,000	\$ 44,000	\$ 45,000	\$ 46,000	\$ 47,000	\$ 48,000	\$ 272,000
Playgrounds Replacement Program		\$ 528,000	-	\$ 568,000	-	\$ 598,000	-	\$ 1,694,000
Trails Replacement Program		-	\$ 108,000	-	\$ 113,000	-	\$ 118,000	\$ 339,000
Sport Courts Replacement Program		\$ 21,000	\$ 23,000	\$ 24,000	\$ 25,000	\$ 26,000	\$ 27,000	\$ 146,000
Parks Parking Lot Resurfacing Program		-	\$ 108,000	-	\$ 113,000	-	\$ 118,000	\$ 339,000
Parks Facilities Maintenance Program		\$ 32,000	\$ 34,000	\$ 35,000	\$ 36,000	\$ 37,000	\$ 38,000	\$ 212,000
Facilities Maintenance Program		\$ 740,000	\$ 220,000	\$ 226,000	\$ 231,000	\$ 237,000	\$ 242,000	\$ 1,896,000
<b>Total Capital Programs =</b>		<b>\$ 2,209,500</b>	<b>\$ 1,286,500</b>	<b>\$ 1,692,000</b>	<b>\$ 1,378,000</b>	<b>\$ 1,700,000</b>	<b>\$ 1,446,000</b>	<b>\$ 9,792,000</b>
<b>Capital Projects</b>								
Kinball Creek Bridges Restoration Project		\$ 718,000	\$ 600,000	-	-	-	-	\$ 1,318,000
Community Park Sprayground Project		\$ 1,500,000	-	-	-	-	-	\$ 1,500,000
<b>Total Capital Projects =</b>		<b>\$ 2,218,000</b>	<b>\$ 600,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,818,000</b>
<b>Capital Projects with Grant Funding Approved</b>								
Snoqualmie Parkway Rehabilitation Project (CP = \$1,400,000)		\$ 6,400,000	-	-	-	-	-	\$ 6,400,000
Riverfront Land Acquisitions & Demolitions (CP = \$320,000)		\$ 570,000	\$ 900,000	\$ 150,000	-	-	-	\$ 1,620,000
Riverfront Project - Northwest of Sandy Cove Park (CP = \$1,238,600)		\$ 2,111,000	\$ 597,000	-	-	-	-	\$ 2,708,000
Sandy Cove Park Improvement Project (CP = \$1,241,000)		\$ 319,000	\$ 1,422,000	-	-	-	-	\$ 1,741,000
All-Inclusive Playground Project (CP = \$189,600)		\$ 876,000	-	-	-	-	-	\$ 876,000
<b>Total Capital Projects with Grant Funding Approved =</b>		<b>\$ 10,276,000</b>	<b>\$ 2,919,000</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,345,000</b>
<b>Capital Projects Awaiting Grant Approval or Other Sources</b>								
Town Center Improvement Project - Phase III (CP = \$3,448,950)		\$ 496,000	-	\$ 2,688,000	\$ 3,225,000	\$ 806,000	-	\$ 7,215,000
Meadowbrook Bridge Restoration Project (CP = \$872,000)		\$ 864,000	\$ 880,000	-	-	-	-	\$ 1,744,000
Riverwalk Project - Arboretum Trail (CP = \$807,000)		-	-	\$ 200,000	\$ 1,107,000	-	-	\$ 1,307,000
Riverwalk Project - Boardwalk (CP = \$2,419,000)		-	-	-	\$ 806,000	\$ 2,957,000	\$ 1,075,000	\$ 4,838,000
Meadowbrook Trail Project (CP = \$240,000)		\$ 240,000	-	-	-	-	-	\$ 240,000
Community Center Expansion Project (CP = \$22,338,000)		-	\$ 15,198,350	\$ 13,139,650	-	-	-	\$ 28,338,000
<b>Total Capital Projects Awaiting Grant Approval or Other Sources =</b>		<b>\$ 1,600,000</b>	<b>\$ 16,078,350</b>	<b>\$ 16,027,650</b>	<b>\$ 5,138,000</b>	<b>\$ 3,763,000</b>	<b>\$ 1,075,000</b>	<b>\$ 43,682,000</b>
<b>Capital Equipment Additions</b>								
Ladder Fire Truck		-	-	\$ 1,500,000	-	-	-	\$ 1,500,000
<b>Total Capital Equipment Additions =</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,500,000</b>
<b>Debt Service</b>		<b>\$ 87,000</b>	<b>\$ 87,000</b>	<b>\$ 87,000</b>	<b>\$ 87,000</b>	<b>\$ 87,000</b>	<b>\$ 87,000</b>	<b>\$ 522,000</b>
<b>Total Debt Service =</b>		<b>\$ 87,000</b>	<b>\$ 87,000</b>	<b>\$ 87,000</b>	<b>\$ 87,000</b>	<b>\$ 87,000</b>	<b>\$ 87,000</b>	<b>\$ 522,000</b>
<b>Total Non-Utilities Uses =</b>		<b>\$ 16,390,500</b>	<b>\$ 20,970,850</b>	<b>\$ 19,456,650</b>	<b>\$ 6,603,000</b>	<b>\$ 5,630,000</b>	<b>\$ 2,608,000</b>	<b>\$ 71,659,000</b>

ESTIMATED UTILITIES USES

Capital Program or Project		2023	2024	2025	2026	2027	2028	2023-2028 Total
<b>Capital Programs</b>								
Utility Main & Drainage System Replacement Program		\$ 987,000	\$ 2,134,000	\$ 2,204,000	\$ 2,279,000	\$ 2,472,000	\$ 2,687,000	\$ 12,763,000
Urban Forestry Improvement Program		\$ 211,000	\$ 237,000	\$ 258,000	\$ 280,000	\$ 301,000	\$ 323,000	\$ 1,610,000
Stormwater Pond Improvement Program		\$ 53,000	\$ 56,000	\$ 58,000	\$ 60,000	\$ 62,000	\$ 65,000	\$ 354,000
<b>Total Capital Programs =</b>		<b>\$ 1,251,000</b>	<b>\$ 2,427,000</b>	<b>\$ 2,520,000</b>	<b>\$ 2,619,000</b>	<b>\$ 2,835,000</b>	<b>\$ 3,075,000</b>	<b>\$ 14,727,000</b>
<b>Capital Projects</b>								
Pressure Zone Conversions Project		-	\$ 27,000	\$ 204,000	-	-	-	\$ 231,000
Pressure Reducing Valve (PRV) Stations Project		\$ 84,000	\$ 237,000	-	-	-	-	\$ 321,000
1040 Zone Booster Pump Station Improvement Project		\$ 38,000	\$ 394,000	-	-	-	-	\$ 432,000
705 Zone Booster Pump Station Improvement Project		-	-	\$ 54,000	\$ 521,000	-	-	\$ 575,000
South Wellfield Improvement Project		-	-	\$ 258,000	\$ 2,600,000	-	-	\$ 2,858,000
1040 Zone Reservoir Improvement Project		\$ 38,000	\$ 394,000	-	-	-	-	\$ 432,000
Canyon Springs Improvement Project		-	-	-	-	-	\$ 5,000,000	\$ 5,000,000
Railroad Place Lift Station Improvement Project		\$ 106,000	-	-	-	-	\$ 1,253,000	\$ 1,253,000
Eagle Lake Water Reclamation Basin Improvement Project		\$ 106,000	\$ 215,000	\$ 1,828,000	\$ 1,183,000	-	-	\$ 3,332,000
SR 202 Drainage Improvement Project		-	-	\$ 692,000	\$ 1,726,000	-	-	\$ 2,418,000
Leitz Street Drainage Improvement Project		-	-	-	\$ 132,000	-	-	\$ 132,000
Ridge Street Drainage Improvement Project		-	\$ 166,000	\$ 170,000	-	-	-	\$ 336,000
Kinball Creek Riparian Restoration Project		\$ 79,000	\$ 161,000	\$ 161,000	\$ 1,075,000	\$ 900,000	-	\$ 2,376,000
<b>Total Capital Projects =</b>		<b>\$ 451,000</b>	<b>\$ 1,594,000</b>	<b>\$ 3,567,000</b>	<b>\$ 7,237,000</b>	<b>\$ 900,000</b>	<b>\$ 6,253,000</b>	<b>\$ 20,002,000</b>
<b>Capital Projects Awaiting Grant Approval or Other Sources</b>								
Sandy Cove Park Riverbank Restoration & Outfall Project (CP = \$2,750,000)		\$ 581,000	\$ 3,037,000	\$ 1,882,000	-	-	-	\$ 5,500,000
<b>Total Capital Projects Awaiting Grant Approval or Other Sources =</b>		<b>\$ 581,000</b>	<b>\$ 3,037,000</b>	<b>\$ 1,882,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,500,000</b>
<b>Capital Projects with Estimated Developer Contributions (CIAC)</b>								
SR 202 Bridge Utility Main Replacement Project (CP = \$3,523,500)		-	-	\$ 84,000	\$ 634,000	\$ 1,262,000	\$ 1,935,000	\$ 3,915,000
599 Zone Reservoir Addition Project (CP = \$2,058,500)		-	-	\$ 48,000	\$ 161,000	\$ 1,720,000	\$ 2,188,000	\$ 4,117,000
Source of Supply Improvement Project (CP = \$1,819,300)		\$ 686,000	\$ 129,000	\$ 129,000	\$ 1,290,000	-	-	\$ 2,234,000
Snoqualmie Mill Water Main Loop Project (CP = \$2,049,900)		\$ 158,000	\$ 409,000	\$ 559,000	\$ 645,000	-	-	\$ 1,771,000
Water Reclamation Facility Improvements - Phase 3 (CP = \$10,910,396)		\$ 2,805,000	\$ 10,532,000	\$ 1,327,000	-	-	-	\$ 14,720,000
<b>Total Capital Projects with Estimated Contributions (CIAC) =</b>		<b>\$ 3,649,000</b>	<b>\$ 11,090,000</b>	<b>\$ 7,725,000</b>	<b>\$ 2,730,000</b>	<b>\$ 2,982,000</b>	<b>\$ 4,123,000</b>	<b>\$ 31,799,000</b>
<b>Information Technology (IT) Project Contributions</b>								
Enterprise Resource Planning (ERP) System Replacement Project		\$ 150,000	-	-	-	-	-	\$ 150,000
<b>Total IT Project Contributions =</b>		<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>
<b>Debt Service</b>		<b>\$ 2,409,000</b>	<b>\$ 2,408,000</b>	<b>\$ 2,411,000</b>	<b>\$ 2,412,000</b>	<b>\$ 2,413,000</b>	<b>\$ 2,010,000</b>	<b>\$ 14,063,000</b>
<b>Total Debt Service =</b>		<b>\$ 2,409,000</b>	<b>\$ 2,408,000</b>	<b>\$ 2,411,000</b>	<b>\$ 2,412,000</b>	<b>\$ 2,413,000</b>	<b>\$ 2,010,000</b>	<b>\$ 14,063,000</b>
<b>Total Utilities Uses =</b>		<b>\$ 8,491,000</b>	<b>\$ 20,556,000</b>	<b>\$ 17,605,000</b>	<b>\$ 14,998,000</b>	<b>\$ 9,130,000</b>	<b>\$ 15,461,000</b>	<b>\$ 86,241,000</b>
<b>TOTAL CIP USES =</b>		<b>\$ 24,881,500</b>	<b>\$ 41,526,850</b>	<b>\$ 37,061,650</b>	<b>\$ 21,601,000</b>	<b>\$ 14,760,000</b>	<b>\$ 18,069,000</b>	<b>\$ 157,900,000</b>



# 2023-2028 Capital Improvement Plan Statement of Non-Utilities CIP Sources, Uses, and Cash Balance¹

## ESTIMATED BEGINNING NON-UTILITIES CIP CASH BALANCE²

Total Beginning Non-Utilities CIP Cash Balance =

2023	2024	2025	2026	2027	2028	TOTAL
\$ 20,100,000	\$ 17,664,450	\$ 2,101,000	\$ 841,000	\$ 437,500	\$ 501,000	

## ESTIMATED SOURCES

### Taxes

Transportation ("TBD") Sales Tax (0.2%)	\$ 570,000	\$ 600,000	\$ 620,000	\$ 640,000	\$ 660,000	\$ 680,000	\$ 3,770,000
Motor Vehicle Fuel Tax ("Gas Tax")	\$ 268,000	\$ 275,000	\$ 282,000	\$ 289,000	\$ 297,000	\$ 305,000	\$ 1,716,000
Multimodal Transportation Tax	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 108,000
Restricted Transportation Taxes Subtotal =	\$ 856,000	\$ 893,000	\$ 920,000	\$ 947,000	\$ 975,000	\$ 1,003,000	\$ 5,594,000
Real Estate Excise Tax	\$ 1,450,000	\$ 1,525,000	\$ 1,600,000	\$ 1,680,000	\$ 1,765,000	\$ 1,855,000	\$ 9,875,000
Restricted Capital Taxes - Government Type Subtotal =	\$ 1,450,000	\$ 1,525,000	\$ 1,600,000	\$ 1,680,000	\$ 1,765,000	\$ 1,855,000	\$ 9,875,000
Non-Recurring Sales Tax	\$ 430,000	\$ 430,000	\$ 430,000	\$ 430,000	\$ 430,000	\$ 430,000	\$ 2,580,000
Utility Tax (3% - Allocated to Capital)	\$ 455,000	\$ 469,000	\$ 483,000	\$ 497,000	\$ 512,000	\$ 528,000	\$ 2,944,000
Committed Capital Taxes - Government Type Subtotal =	\$ 885,000	\$ 899,000	\$ 913,000	\$ 927,000	\$ 942,000	\$ 958,000	\$ 5,524,000
Total Taxes =	\$ 3,191,000	\$ 3,317,000	\$ 3,433,000	\$ 3,554,000	\$ 3,682,000	\$ 3,816,000	\$ 20,993,000

### Grants & Intergovernmental Revenues

Grants, Appropriations, or Other Revenue Sources	\$ 8,102,550	\$ 1,960,400	\$ 14,633,650	\$ 2,515,500	\$ 1,881,500	\$ 537,500	\$ 29,631,100
King County Parks Levy	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 780,000

Total Grants & Intergovernmental Revenues =	\$ 8,232,550	\$ 2,090,400	\$ 14,763,650	\$ 2,645,500	\$ 2,011,500	\$ 667,500	\$ 30,411,100
---	--------------	--------------	---------------	--------------	--------------	------------	---------------

### Other Increases

Donations	\$ 31,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,400
"Government Type - Operating" Transfer³	\$ 2,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500,000
Total Other Increases =	\$ 2,531,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,531,400

TOTAL SOURCES =	\$ 13,954,950	\$ 5,407,400	\$ 18,196,650	\$ 6,199,500	\$ 5,693,500	\$ 4,483,500	\$ 53,935,500
-----------------	---------------	--------------	---------------	--------------	--------------	--------------	---------------

## ESTIMATED USES

### Capital Programs

Street Resurfacing Program	\$ 635,500	\$ 529,500	\$ 568,000	\$ 583,000	\$ 598,000	\$ 613,000	\$ 3,527,000
Sidewalk Replacement Program	\$ 211,000	\$ 220,000	\$ 226,000	\$ 231,000	\$ 237,000	\$ 242,000	\$ 1,367,000
Americans with Disabilities Act (ADA) Program	\$ 42,000	\$ 44,000	\$ 45,000	\$ 46,000	\$ 47,000	\$ 48,000	\$ 272,000
Playgrounds Replacement Program	\$ 528,000	\$ -	\$ 568,000	\$ -	\$ 598,000	\$ -	\$ 1,694,000
Trails Replacement Program	\$ -	\$ 108,000	\$ -	\$ 113,000	\$ -	\$ 118,000	\$ 339,000
Sport Courts Replacement Program	\$ 21,000	\$ 23,000	\$ 24,000	\$ 25,000	\$ 26,000	\$ 27,000	\$ 146,000
Parks Parking Lot Resurfacing Program	\$ -	\$ 108,000	\$ -	\$ 113,000	\$ -	\$ 118,000	\$ 339,000
Parks Facilities Maintenance Program	\$ 32,000	\$ 34,000	\$ 35,000	\$ 36,000	\$ 37,000	\$ 38,000	\$ 212,000
Facilities Maintenance Program	\$ 740,000	\$ 220,000	\$ 226,000	\$ 231,000	\$ 237,000	\$ 242,000	\$ 1,896,000
Total Capital Programs =	\$ 2,209,500	\$ 1,286,500	\$ 1,692,000	\$ 1,378,000	\$ 1,780,000	\$ 1,446,000	\$ 9,792,000

### Capital Projects

Kimball Creek Bridges Restoration Project	\$ 718,000	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ 1,318,000
Community Park Sprayground Project	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
Total Capital Projects =	\$ 2,218,000	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ 2,818,000

### Capital Projects with Grant Funding Approved

Snoqualmie Parkway Rehabilitation Project (CP⁴ = \$1,400,000)	\$ 6,400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,400,000
Riverfront Land Acquisitions & Demolitions (CP = \$320,000)	\$ 570,000	\$ 900,000	\$ 150,000	\$ -	\$ -	\$ -	\$ 1,620,000
Riverwalk Project - Northwest of Sandy Cove Park (CP = \$1,228,600)	\$ 2,111,000	\$ 597,000	\$ -	\$ -	\$ -	\$ -	\$ 2,708,000
Sandy Cove Park Improvement Project (CP = \$1,241,000)	\$ 319,000	\$ 1,422,000	\$ -	\$ -	\$ -	\$ -	\$ 1,741,000
All-Inclusive Playground Project (CP = \$189,600)	\$ 876,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 876,000
Total Capital Projects with Grant Funding Approved =	\$ 10,276,000	\$ 2,919,000	\$ 150,000	\$ -	\$ -	\$ -	\$ 13,345,000

### Capital Projects Awaiting Grant Approval or Other Sources

Town Center Improvement Project - Phase III (CP = \$3,448,950)	\$ 496,000	\$ -	\$ 2,688,000	\$ 3,225,000	\$ 806,000	\$ -	\$ 7,215,000
Meadowbrook Bridge Restoration Project (CP = \$872,000)	\$ 864,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,744,000
Riverwalk Project - Arboretum Trail (CP = \$807,000)	\$ -	\$ -	\$ 200,000	\$ 1,107,000	\$ -	\$ -	\$ 1,307,000
Riverwalk Project - Boardwalk (CP = \$2,419,000)	\$ -	\$ -	\$ -	\$ 806,000	\$ 2,957,000	\$ 1,075,000	\$ 4,838,000
Meadowbrook Trail Project⁵ (CP = \$240,000)	\$ 240,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 240,000
Community Center Expansion Project (CP = \$15,198,350)	\$ -	\$ 15,198,350	\$ 13,139,650	\$ -	\$ -	\$ -	\$ 28,338,000
Total Capital Projects Awaiting Grant Approval or Other Sources =	\$ 1,600,000	\$ 16,078,350	\$ 16,027,650	\$ 5,138,000	\$ 3,763,000	\$ 1,075,000	\$ 43,682,000

### Capital Equipment Additions

Ladder Fire Truck	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -	\$ 1,500,000
Total Capital Equipment Additions =	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -	\$ 1,500,000

### Debt Service

Total Debt Service =	\$ 87,000	\$ 87,000	\$ 87,000	\$ 87,000	\$ 87,000	\$ 87,000	\$ 522,000
----------------------	-----------	-----------	-----------	-----------	-----------	-----------	------------

TOTAL USES =	\$ 16,390,500	\$ 20,970,850	\$ 19,456,650	\$ 6,603,000	\$ 5,630,000	\$ 2,608,000	\$ 71,659,000
--------------	---------------	---------------	---------------	--------------	--------------	--------------	---------------

## ESTIMATED ENDING NON-UTILITIES CIP CASH BALANCE

Total Ending Non-Utilities CIP Cash Balance =	\$ 17,664,450	\$ 2,101,000	\$ 841,000	\$ 437,500	\$ 501,000	\$ 2,376,500	\$ 20,993,000
---	---------------	--------------	------------	------------	------------	--------------	---------------

¹ The Administration intends to at least commence every capital program or project included in this statement. However, this assumes that project management is properly and fully staffed during the biennium. If there are any complications, such as a Project Engineer leaving the City or operational burdens that require the full effort of employees that manage both projects and operations, then the Administration will need to further prioritize the CIP list.

² The estimated beginning cash balance is preliminary and subject to change.

³ Depends upon a policy decision from Council regarding what to do with excess cash, above adopted reserve levels, that may accumulate within "Government Type - Operating".

⁴ CP = City portion of project funding.

⁵ The City of Snoqualmie would contribute directly to another government or organization that would then construct the improvement.



**2023-2028 Capital Improvement Plan**  
**Non-Utilities Secured vs. Unsecured Grants, Appropriations, or Other Revenue Sources**

	2023	2024	2025	2026	2027	2028	TOTAL
Grants, Appropriations, or Other Revenue Sources	\$ 8,102,550	\$ 1,960,400	\$ 14,633,650	\$ 2,515,500	\$ 1,881,500	\$ 537,500	\$ 29,631,100
<b>Secured Grants, Appropriations, or Other Revenue Sources</b>							
Snoqualmie Parkway Rehabilitation Project	\$ 5,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000,000
Riverfront Land Acquisitions & Demolitions	\$ 450,000	\$ 700,000	\$ 150,000	\$ -	\$ -	\$ -	\$ 1,300,000
Riverwalk Project - Northwest of Sandy Cove Park	\$ 1,159,000	\$ 320,400	\$ -	\$ -	\$ -	\$ -	\$ 1,479,400
Sandy Cove Park Improvement Project	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000
All-Inclusive Playground Project	\$ 655,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 655,000
Town Center Improvement Project - Phase III	\$ 406,550	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 406,550
<b>Secured Subtotal =</b>	<b>\$ 7,670,550</b>	<b>\$ 1,520,400</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9,340,950</b>
<b>Unsecured Grants, Appropriations, or Other Revenue Sources</b>							
Town Center Improvement Project - Phase III (CP = \$3,448,950)	\$ -	\$ -	\$ 1,344,000	\$ 1,612,500	\$ 403,000	\$ -	\$ 3,359,500
Meadowbrook Bridge Restoration Project (CP = \$872,000)	\$ 432,000	\$ 440,000	\$ -	\$ -	\$ -	\$ -	\$ 872,000
Riverwalk Project - Arboretum Trail (CP = \$807,000)	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ 500,000
Riverwalk Project - Boardwalk (CP = \$2,419,000)	\$ -	\$ -	\$ -	\$ 403,000	\$ 1,478,500	\$ 537,500	\$ 2,419,000
Community Center Expansion Project (CP = \$15,198,350)	\$ -	\$ -	\$ 13,139,650	\$ -	\$ -	\$ -	\$ 13,139,650
<b>Unsecured Subtotal =</b>	<b>\$ 432,000</b>	<b>\$ 440,000</b>	<b>\$ 14,483,650</b>	<b>\$ 2,515,500</b>	<b>\$ 1,881,500</b>	<b>\$ 537,500</b>	<b>\$ 20,290,150</b>
<b>Grand Total (Secured + Unsecured) =</b>	<b>\$ 8,102,550</b>	<b>\$ 1,960,400</b>	<b>\$ 14,633,650</b>	<b>\$ 2,515,500</b>	<b>\$ 1,881,500</b>	<b>\$ 537,500</b>	<b>\$ 29,631,100</b>

Percentage of Total	
Secured	31.5%
Unsecured	68.5%



## 2023-2028 Capital Improvement Plan Statement of Utilities CIP Sources, Uses, and Cash Balance<sup>1</sup>

ESTIMATED BEGINNING UTILITIES CIP CASH BALANCE <sup>2</sup>							
Total Beginning Utilities CIP Cash Balance =							
	2023	2024	2025	2026	2027	2028	TOTAL
<b>ESTIMATED SOURCES</b>							
<b>Charges for Goods and Services</b>							
Utility Fees ("Rates") <sup>3</sup>	\$ 6,615,000	\$ 7,200,000	\$ 7,570,000	\$ 8,075,000	\$ 7,980,000	\$ 8,570,000	\$ 46,010,000
<b>Total Charges for Goods and Services =</b>	<b>\$ 6,615,000</b>	<b>\$ 7,200,000</b>	<b>\$ 7,570,000</b>	<b>\$ 8,075,000</b>	<b>\$ 7,980,000</b>	<b>\$ 8,570,000</b>	<b>\$ 46,010,000</b>
<b>Grants</b>							
Grants	\$ 290,500	\$ 1,518,500	\$ 941,000	\$ -	\$ -	\$ -	\$ 2,750,000
<b>Total Grants =</b>	<b>\$ 290,500</b>	<b>\$ 1,518,500</b>	<b>\$ 941,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,750,000</b>
<b>Other Increases</b>							
General Facilities Charges	\$ 3,230,000	\$ 3,410,000	\$ 1,670,000	\$ 1,740,000	\$ 1,810,000	\$ 1,890,000	\$ 13,750,000
Contributions in Aid of Construction (CIAC)	\$ 237,943	\$ 2,644,643	\$ 4,355,254	\$ 834,864	\$ 986,200	\$ 1,287,500	\$ 10,346,404
<b>Total Other Increases =</b>	<b>\$ 3,467,943</b>	<b>\$ 6,054,643</b>	<b>\$ 6,025,254</b>	<b>\$ 2,574,864</b>	<b>\$ 2,796,200</b>	<b>\$ 3,177,500</b>	<b>\$ 24,096,404</b>
<b>TOTAL SOURCES =</b>	<b>\$ 10,373,443</b>	<b>\$ 14,773,143</b>	<b>\$ 14,536,254</b>	<b>\$ 10,649,864</b>	<b>\$ 10,776,200</b>	<b>\$ 11,747,500</b>	<b>\$ 72,856,404</b>
<b>ESTIMATED USES</b>							
<b>Capital Programs</b>							
Utility Main & Drainage System Replacement Program	\$ 987,000	\$ 2,134,000	\$ 2,204,000	\$ 2,279,000	\$ 2,472,000	\$ 2,687,000	\$ 12,763,000
Urban Forestry Improvement Program	\$ 211,000	\$ 237,000	\$ 258,000	\$ 280,000	\$ 301,000	\$ 323,000	\$ 1,610,000
Stormwater Pond Improvement Program	\$ 53,000	\$ 56,000	\$ 58,000	\$ 60,000	\$ 62,000	\$ 65,000	\$ 354,000
<b>Total Capital Programs =</b>	<b>\$ 1,251,000</b>	<b>\$ 2,427,000</b>	<b>\$ 2,520,000</b>	<b>\$ 2,619,000</b>	<b>\$ 2,835,000</b>	<b>\$ 3,075,000</b>	<b>\$ 14,727,000</b>
<b>Capital Projects</b>							
Pressure Zone Conversions Project	\$ -	\$ 27,000	\$ 204,000	\$ -	\$ -	\$ -	\$ 231,000
Pressure Reducing Valve (PRV) Stations Project	\$ 84,000	\$ 237,000	\$ -	\$ -	\$ -	\$ -	\$ 321,000
1040 Zone Booster Pump Station Improvement Project	\$ 38,000	\$ 394,000	\$ -	\$ -	\$ -	\$ -	\$ 432,000
705 Zone Booster Pump Station Improvement Project	\$ -	\$ -	\$ 54,000	\$ 521,000	\$ -	\$ -	\$ 575,000
South Wellfield Improvement Project	\$ -	\$ -	\$ 258,000	\$ 2,600,000	\$ -	\$ -	\$ 2,858,000
1040 Zone Reservoir Addition Project	\$ 38,000	\$ 394,000	\$ -	\$ -	\$ -	\$ 5,000,000	\$ 5,432,000
Canyon Springs Improvement Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,253,000	\$ 1,253,000
Railroad Place Lift Station Improvement Project	\$ 106,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 106,000
Eagle Lake Water Reclamation Basin Improvement Project	\$ 106,000	\$ 215,000	\$ 1,828,000	\$ 1,183,000	\$ -	\$ -	\$ 3,332,000
SR 202 Drainage Improvement Project	\$ -	\$ -	\$ 892,000	\$ 1,726,000	\$ -	\$ -	\$ 2,618,000
Leitz Street Drainage Improvement Project	\$ -	\$ -	\$ -	\$ 132,000	\$ -	\$ -	\$ 132,000
Ridge Street Drainage Improvement Project	\$ -	\$ 166,000	\$ 170,000	\$ -	\$ -	\$ -	\$ 336,000
Kimball Creek Riparian Restoration Project	\$ 79,000	\$ 161,000	\$ 161,000	\$ 1,075,000	\$ 900,000	\$ -	\$ 2,376,000
<b>Total Capital Projects =</b>	<b>\$ 451,000</b>	<b>\$ 1,594,000</b>	<b>\$ 3,567,000</b>	<b>\$ 7,237,000</b>	<b>\$ 900,000</b>	<b>\$ 6,253,000</b>	<b>\$ 20,002,000</b>
<b>Capital Projects Awaiting Grant Approval or Other Sources</b>							
Sandy Cove Park Riverbank Restoration & Outfall Project (CP* = \$2,750,000)	\$ 581,000	\$ 3,037,000	\$ 1,882,000	\$ -	\$ -	\$ -	\$ 5,500,000
<b>Total Capital Projects Awaiting Grant Approval or Other Sources =</b>	<b>\$ 581,000</b>	<b>\$ 3,037,000</b>	<b>\$ 1,882,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,500,000</b>
<b>Capital Projects with Estimated Developer Contributions (CIAC)</b>							
SR 202 Bridge Utility Main Replacement Project (CP = 3,523,500)	\$ -	\$ -	\$ 84,000	\$ 634,000	\$ 1,262,000	\$ 1,935,000	\$ 3,915,000
599 Zone Reservoir Addition Project (CP = 2,058,500)	\$ -	\$ -	\$ 48,000	\$ 161,000	\$ 1,720,000	\$ 2,188,000	\$ 4,117,000
Source of Supply Improvement Project (CP = \$1,819,300)	\$ 686,000	\$ 129,000	\$ 129,000	\$ 1,290,000	\$ -	\$ -	\$ 2,234,000
Shoquahmie Mill Water Main Loop Project (CP = \$2,040,900)	\$ 158,000	\$ 409,000	\$ 5,591,000	\$ 645,000	\$ -	\$ -	\$ 6,803,000
Water Reclamation Facility Improvements - Phase 3 (CP = \$10,910,396)	\$ 2,805,000	\$ 10,552,000	\$ 1,373,000	\$ -	\$ -	\$ -	\$ 14,730,000
<b>Total Capital Projects with Estimated Developer Contributions (CIAC) =</b>	<b>\$ 3,649,000</b>	<b>\$ 11,090,000</b>	<b>\$ 7,225,000</b>	<b>\$ 2,730,000</b>	<b>\$ 2,982,000</b>	<b>\$ 4,123,000</b>	<b>\$ 31,799,000</b>
<b>Information Technology (IT) Project Contributions</b>							
Enterprise Resource Planning System Replacement Project	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
<b>Total IT Project Contributions =</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>
<b>Debt Service</b>							
Debt Service	\$ 2,409,000	\$ 2,408,000	\$ 2,411,000	\$ 2,412,000	\$ 2,413,000	\$ 2,010,000	\$ 14,063,000
<b>Total Debt Service =</b>	<b>\$ 2,409,000</b>	<b>\$ 2,408,000</b>	<b>\$ 2,411,000</b>	<b>\$ 2,412,000</b>	<b>\$ 2,413,000</b>	<b>\$ 2,010,000</b>	<b>\$ 14,063,000</b>
<b>TOTAL USES =</b>	<b>\$ 8,491,000</b>	<b>\$ 20,556,000</b>	<b>\$ 17,605,000</b>	<b>\$ 14,998,000</b>	<b>\$ 9,130,000</b>	<b>\$ 15,461,000</b>	<b>\$ 86,241,000</b>
<b>ESTIMATED ENDING NON-UTILITIES CIP CASH BALANCE</b>							
Total Ending Utilities CIP Cash Balance =	\$ 21,282,443	\$ 15,499,586	\$ 12,430,840	\$ 8,082,704	\$ 9,728,904	\$ 6,015,404	

<sup>1</sup> The Administration intends to at least commence every capital program or project included in this statement. However, this assumes that project management is properly and fully staffed during the biennium. If there are any complications, such as a Project Engineer leaving the City or operational burdens that require the full effort of employees both projects and operations, then the Administration will need to further prioritize the CIP list.

<sup>2</sup> The estimated beginning cash balance is preliminary and subject to change.

<sup>3</sup> Council has adopted a utility rate schedule through 2026. This CIP assumes that Council will approve utility rate increases for 2027 and 2028 consistent with the previous six-year period (3.07% for a resident with an average monthly bill).

<sup>4</sup> CP = City portion of project funding.



## CAPITAL PROGRAM OR PROJECT DETAIL



This page is intentionally blank.



## TRANSPORTATION CAPITAL PROJECT OR PROGRAM

## STREET RESURFACING PROGRAM

CIP Project ID: TRN20001CIP

Department: Transportation

Project Status: Other

Project Location: Multiple Locations

Project Contact: Michael Chambliss

Current Program Budget: \$3,527,000

Years Project in CIP: Ongoing Capital Program

Contact Email: mchambliss@snoqualmiewa.gov

## Description:

Streets and alleys deteriorate as they age. Consequently, the goal of this program is to rehabilitate City streets and alleys in a comprehensive and systematic way before they require extensive reconstruction. The City of Snoqualmie intends to resurface streets based on their pavement condition score and use the most appropriate street treatment (slurry seal, chip seal, microsurfacing, asphalt overlay, etc.) in any given situation.

## Photo or Map:



## Community Impact:

The intent of this program is to preserve the condition of streets and alleys consistent with City of Snoqualmie standards. The ongoing resurfacing of streets will help to maintain even traffic circulation and reduce the long-term cost of major reconstruction by extending the life of the City's transportation system.

## Operating Impact:

Staff believes that the ongoing provision of this program may reduce the amount of supplies needed annually to pothole patch and crack seal streets.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	This capital program is anticipated to continue indefinitely into the future.
Design	4%	\$ 150,740	\$ 27,852	\$ 22,974	\$ 24,523	\$ 24,901	\$ 24,677	\$ 25,814	
Construction	85%	\$ 3,014,806	\$ 557,041	\$ 459,480	\$ 490,451	\$ 498,011	\$ 493,548	\$ 516,275	
Const. Manage	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Contingency	4%	\$ 150,740	\$ 27,852	\$ 22,974	\$ 24,523	\$ 24,901	\$ 24,677	\$ 25,814	
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Labor	6%	\$ 210,713	\$ 22,755	\$ 24,072	\$ 28,504	\$ 35,188	\$ 55,097	\$ 45,097	
Other	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>TOTAL</b>	<b>100%</b>	<b>\$ 3,527,000</b>	<b>\$ 635,500</b>	<b>\$ 529,500</b>	<b>\$ 568,000</b>	<b>\$ 583,000</b>	<b>\$ 598,000</b>	<b>\$ 613,000</b>	
Operating		\$ (18,500)	\$ (2,000)	\$ (2,200)	\$ (2,500)	\$ (3,000)	\$ (3,800)	\$ (5,000)	

TOTAL PROJECT BUDGET: \$3,527,000

TOTAL OPERATING BUDGET: -\$18,500

## Anticipated Funding Mix:

Source	Total Sources	2023	2024	2025	2026	2027	2028
Util. & Trans. Taxes	\$ 3,443,000	\$ 635,500	\$ 445,500	\$ 568,000	\$ 583,000	\$ 598,000	\$ 613,000
Sales Tax	\$ 84,000	\$ -	\$ 84,000	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 3,527,000</b>	<b>\$ 635,500</b>	<b>\$ 529,500</b>	<b>\$ 568,000</b>	<b>\$ 583,000</b>	<b>\$ 598,000</b>	<b>\$ 613,000</b>

## Fiscal

TOTAL FUNDING SOURCES: \$3,527,000

## Notes:

FUTURE FUNDING REQUIREMENTS: \$0



## TRANSPORTATION CAPITAL PROJECT OR PROGRAM

## SIDEWALK REPLACEMENT PROGRAM

**CIP Project ID:** TRN20002CIP  
**Department:** Transportation  
**Project Status:** Other  
**Project Location:** Multiple Locations  
**Project Contact:** Michael Chambless

**Current Program Budget:** \$1,367,000

**Years Project in CIP:** Ongoing Capital Program

**Contact Email:** mchambless@snoqualmiewa.gov

**Description:**

Sidewalks deteriorate as they age. Consequently, this program funds the community outreach, design, and replacement of sidewalks in neighborhoods throughout the City of Snoqualmie. Neighborhood sidewalks are pedestrian facilities that connect residents to important destinations. The City of Snoqualmie intends to replace sidewalks based on a score that prioritizes safety and access to facilities such as parks and schools.

**Photo or Map:****Community Impact:**

The intent of this program is to preserve the condition of sidewalks consistent with City of Snoqualmie standards. The ongoing replacement of sidewalks will help to maintain a safe and efficient mode of transportation that contributes to the livability of neighborhoods and supports vital economy activity.

**Operating Impact:**

Staff believes that the ongoing provision of this program will likely reduce the amount of supplies needed annually to maintain sidewalks.

**Budget:**

Project Activities	% of Budg.	Total Activity Budget	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	This capital program is expected to continue indefinitely into the future.
Design	4%	\$ 58,336	\$ 9,177	\$ 9,564	\$ 9,757	\$ 9,866	\$ 9,782	\$ 10,191	
Construction	85%	\$ 1,166,727	\$ 183,544	\$ 191,272	\$ 195,148	\$ 197,311	\$ 195,635	\$ 203,817	
Const. Manage	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Contingency	4%	\$ 58,336	\$ 9,177	\$ 9,564	\$ 9,757	\$ 9,866	\$ 9,782	\$ 10,191	
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Labor	6%	\$ 83,600	\$ 9,102	\$ 9,601	\$ 11,337	\$ 13,958	\$ 21,801	\$ 17,801	
Other	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>TOTAL</b>	<b>100%</b>	<b>\$ 1,367,000</b>	<b>\$ 211,000</b>	<b>\$ 220,000</b>	<b>\$ 226,000</b>	<b>\$ 231,000</b>	<b>\$ 237,000</b>	<b>\$ 242,000</b>	
Operating		\$ (13,500)	\$ (1,000)	\$ (1,500)	\$ (2,000)	\$ (2,500)	\$ (3,000)	\$ (3,500)	

**TOTAL PROJECT BUDGET:** \$1,367,000

**TOTAL OPERATING BUDGET:** -\$13,500

**Anticipated Funding Mix:**

Source	Total Sources	2023	2024	2025	2026	2027	2028
Util. & Trans. Taxes	\$ 1,367,000	\$ 211,000	\$ 220,000	\$ 226,000	\$ 231,000	\$ 237,000	\$ 242,000
<b>TOTAL</b>	<b>\$ 1,367,000</b>	<b>\$ 211,000</b>	<b>\$ 220,000</b>	<b>\$ 226,000</b>	<b>\$ 231,000</b>	<b>\$ 237,000</b>	<b>\$ 242,000</b>

**Fiscal**

**TOTAL FUNDING SOURCES:** \$1,367,000

**Notes:**

**FUTURE FUNDING REQUIREMENTS:** \$0



## TRANSPORTATION CAPITAL PROJECT OR PROGRAM

## AMERICANS WITH DISABILITIES ACT (ADA) PROGRAM

**CIP Project ID:** TRN21001CIP  
**Department:** Transportation  
**Project Status:** Other  
**Project Location:** Multiple Locations  
**Project Contact:** Michael Chambliss

**Current Program Budget:** \$272,000

**Years Project in CIP:** Ongoing Capital Program

**Contact Email:** mchambliss@snoqualmiewa.gov

**Description:**

Federal regulations require the City of Snoqualmie to comply with the American with Disabilities Act (ADA). This program will construct ADA sidewalk ramps and other transportation improvements at locations where necessary.

**Photo or Map:****Community Impact:**

The intent of this program is to remove barriers that hinder the mobility of residents who have a physical or mental impairment that substantially limits their pursuit of community activities.

**Operating Impact:**

This program does not require changes to the operating environment or budget.

**Budget:**

Project Activities	% of Budg.	Total Activity Budget	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	This capital program is expected to continue indefinitely into the future.
Design	4%	\$ 11,604	\$ 1,826	\$ 1,913	\$ 1,942	\$ 1,964	\$ 1,938	\$ 2,020	
Construction	85%	\$ 232,074	\$ 36,527	\$ 38,255	\$ 38,848	\$ 39,280	\$ 38,764	\$ 40,400	
Const. Manage	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Contingency	4%	\$ 11,604	\$ 1,826	\$ 1,913	\$ 1,942	\$ 1,964	\$ 1,938	\$ 2,020	
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Labor	6%	\$ 16,719	\$ 1,820	\$ 1,920	\$ 2,267	\$ 2,792	\$ 4,360	\$ 3,560	
Other	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>TOTAL</b>	<b>100%</b>	<b>\$ 272,000</b>	<b>\$ 42,000</b>	<b>\$ 44,000</b>	<b>\$ 45,000</b>	<b>\$ 46,000</b>	<b>\$ 47,000</b>	<b>\$ 48,000</b>	
Operating		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

**TOTAL PROJECT BUDGET:** \$272,000

**TOTAL OPERATING BUDGET:** \$0

**Anticipated Funding Mix:**

Source	Total Sources	2023	2024	2025	2026	2027	2028
Util. & Trans. Taxes	\$ 272,000	\$ 42,000	\$ 44,000	\$ 45,000	\$ 46,000	\$ 47,000	\$ 48,000
<b>TOTAL</b>	<b>\$ 272,000</b>	<b>\$ 42,000</b>	<b>\$ 44,000</b>	<b>\$ 45,000</b>	<b>\$ 46,000</b>	<b>\$ 47,000</b>	<b>\$ 48,000</b>

**Fiscal**

**TOTAL FUNDING SOURCES:** \$272,000

**Notes:**

**FUTURE FUNDING REQUIREMENTS:** \$0



## PARKS CAPITAL PROJECT OR PROGRAM

## PLAYGROUNDS REPLACEMENT PROGRAM

**CIP Project ID:** PAR20001CIP  
**Department:** Parks  
**Project Status:** Other  
**Project Location:** Multiple Locations  
**Project Contact:** Michael Chambless

**Current Program Budget:** \$1,694,000

**Years Project in CIP:** Ongoing Capital Program

**Contact Email:** mchambless@snoqualmiewa.gov

**Description:**

This program replaces aging and obsolete playground equipment and play surfaces biannually consistent with the Playground Replacement Schedule. Staff is currently performing a comprehensive audit of all the playgrounds.

**Photo or Map:****Community Impact:**

The intent of this program is to preserve the safety and playability of playgrounds throughout the City of Snoqualmie. The City places a high priority on maintaining assets at an exceptional standard while improving the accessibility and safety of structures for all residents.

**Operating Impact:**

This program does not require changes to the operating environment or budget. Staff currently visit each park to perform inspections per federal mandate requirements which will continue with playground replacements.

**Budget:**

Project Activities	% of Budg.	Total Activity Budget	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	This capital program is anticipated to continue indefinitely into the future.
Design	4%	\$ 71,511	\$ 22,759	\$ -	\$ 24,302	\$ -	\$ 24,451	\$ -	
Construction	84%	\$ 1,430,221	\$ 455,176	\$ -	\$ 486,032	\$ -	\$ 489,013	\$ -	
Const. Manage	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Contingency	4%	\$ 71,511	\$ 22,759	\$ -	\$ 24,302	\$ -	\$ 24,451	\$ -	
Art	1%	\$ 14,302	\$ 4,552	\$ -	\$ 4,860	\$ -	\$ 4,890	\$ -	
Labor	6%	\$ 106,455	\$ 22,755	\$ -	\$ 28,504	\$ -	\$ 55,196	\$ -	
Other	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>TOTAL</b>	<b>100%</b>	<b>\$ 1,694,000</b>	<b>\$ 528,000</b>	<b>\$ -</b>	<b>\$ 568,000</b>	<b>\$ -</b>	<b>\$ 598,000</b>	<b>\$ -</b>	
Operating		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

**TOTAL PROJECT BUDGET:** \$1,694,000

**TOTAL OPERATING BUDGET:** \$0

**Anticipated Funding Mix:**

Source	Total Sources	2023	2024	2025	2026	2027	2028
KC Parks Levy	\$ 650,000	\$ 130,000	\$ -	\$ 260,000	\$ -	\$ 260,000	\$ -
Real Estate Excise Tax	\$ 1,044,000	\$ 398,000	\$ -	\$ 308,000	\$ -	\$ 338,000	\$ -
<b>TOTAL</b>	<b>\$ 1,694,000</b>	<b>\$ 528,000</b>	<b>\$ -</b>	<b>\$ 568,000</b>	<b>\$ -</b>	<b>\$ 598,000</b>	<b>\$ -</b>

**Fiscal**

**TOTAL FUNDING SOURCES:** \$1,694,000

**Notes:**

**FUTURE FUNDING REQUIREMENTS:** \$0

## Parks Selected for Playground Improvements as Funded through Playground Replacement Program

Park Name	Playground Installed	Inclusive?	ADA Accessible?	Fall Protection?	Projected Year of Work	Comments
Woody Creek Park	2006	No	Yes	Wood	2023	Playground Replacement
Silent Creek Park	2005	No	No	Wood	2023	Playground Replacement
Eagle Park	2006	No	No	Wood	2023	Playground Replacement (w/ Centennial)
Denny Peak Park	2008	No	No	Wood	2023	Playground Replacement
Stellar Park	2001	No	Yes	Poured in Place	2023/2025	Surface Replacement
Chanticleer Park	1999	No	Yes	Wood	2025	Playground Replacement



## PARKS CAPITAL PROJECT OR PROGRAM

## TRAILS REPLACEMENT PROGRAM

**CIP Project ID:** PAR20002CIP  
**Department:** Parks  
**Project Status:** Other  
**Project Location:** Multiple Locations  
**Project Contact:** Michael Chambless

**Current Program Budget:** \$339,000

**Years Project in CIP:** Ongoing Capital Program

**Contact Email:** mchambless@snoqualmiewa.gov

**Description:**

This program is responsible for preserving the City of Snoqualmie's trail system. The City intends to conduct trail maintenance and replace related assets such as pedestrian bridges or signage throughout the trail system where needed.

**Photo or Map:****Community Impact:**

The intent of this program is to replace and improve the network of community trails that add to the City's quality-of-life by allowing residents and visitors the opportunity to explore a serene natural environment.

**Operating Impact:**

This program does not require changes to the operating environment or budget.

**Budget:**

Project Activities	% of Budg.	Total Activity Budget	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	This capital program is anticipated to continue indefinitely into the future.
Design	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Construction	89%	\$ 300,706	\$ -	\$ 97,469	\$ -	\$ 100,127	\$ -	\$ 103,110	
Const. Manage	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Contingency	4%	\$ 15,035	\$ -	\$ 4,873	\$ -	\$ 5,006	\$ -	\$ 5,156	
Art	1%	\$ 3,056	\$ -	\$ 975	\$ -	\$ 1,050	\$ -	\$ 1,031	
Labor	6%	\$ 20,203	\$ -	\$ 4,683	\$ -	\$ 6,817	\$ -	\$ 8,703	
Other	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>TOTAL</b>	<b>100%</b>	<b>\$ 339,000</b>	\$ -	\$ 108,000	\$ -	\$ 113,000	\$ -	\$ 118,000	
Operating		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

**TOTAL PROJECT BUDGET:** \$339,000

**TOTAL OPERATING BUDGET:** \$0

**Anticipated Funding Mix:**

Source	Total Sources	2023	2024	2025	2026	2027	2028
Real Estate Excise Tax	\$ 339,000	\$ -	\$ 108,000	\$ -	\$ 113,000	\$ -	\$ 118,000
<b>TOTAL</b>	<b>\$ 339,000</b>	\$ -	\$ 108,000	\$ -	\$ 113,000	\$ -	\$ 118,000

**Fiscal**

**TOTAL FUNDING SOURCES:** \$339,000

**Notes:**

**FUTURE FUNDING REQUIREMENTS:** \$0



## PARKS CAPITAL PROJECT OR PROGRAM

## SPORT COURTS REPLACEMENT PROGRAM

**CIP Project ID:** PAR20003CIP  
**Department:** Parks  
**Project Status:** Other  
**Project Location:** Multiple Locations  
**Project Contact:** Michael Chambless

**Current Program Budget:** \$146,000

**Years Project in CIP:** Ongoing Capital Program

**Contact Email:** mchambless@snoqualmiewa.gov

## Description:

This program is responsible for ensuring that all City of Snoqualmie owned sport courts are maintained and resurfaced cost-effectively at the proper time. In addition, the City will replace any curbs, sidewalks, and non-compliant ramps adjacent to a sports court when resurfacing.

## Photo or Map:



## Community Impact:

The intent of this program is to preserve the playability of all sport courts throughout the City of Snoqualmie. The funding of this program will help to extend the life of existing sport courts, thus increasing their availability and accessibility to the general public.

## Operating Impact:

This program does not require changes to the operating environment or budget. Staff currently visit each sport court to empty trash cans, sweep if necessary, and power wash the sport courts.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	This capital program is anticipated to continue indefinitely into the future.
Design	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Construction	89%	\$ 129,311	\$ 18,953	\$ 20,771	\$ 21,521	\$ 22,176	\$ 22,285	\$ 23,606	
Const. Manage	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Contingency	4%	\$ 6,466	\$ 948	\$ 1,039	\$ 1,076	\$ 1,109	\$ 1,114	\$ 1,180	
Art	1%	\$ 1,293	\$ 190	\$ 208	\$ 215	\$ 222	\$ 223	\$ 236	
Labor	6%	\$ 8,930	\$ 910	\$ 983	\$ 1,188	\$ 1,493	\$ 2,378	\$ 1,978	
Other	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>TOTAL</b>	<b>100%</b>	<b>\$ 146,000</b>	<b>\$ 21,000</b>	<b>\$ 23,000</b>	<b>\$ 24,000</b>	<b>\$ 25,000</b>	<b>\$ 26,000</b>	<b>\$ 27,000</b>	
Operating		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

**TOTAL PROJECT BUDGET:** \$146,000

**TOTAL OPERATING BUDGET:** \$0

## Anticipated Funding Mix:

Source	Total Sources	2023	2024	2025	2026	2027	2028
Real Estate Excise Tax	\$ 146,000	\$ 21,000	\$ 23,000	\$ 24,000	\$ 25,000	\$ 26,000	\$ 27,000
<b>TOTAL</b>	<b>\$ 146,000</b>	<b>\$ 21,000</b>	<b>\$ 23,000</b>	<b>\$ 24,000</b>	<b>\$ 25,000</b>	<b>\$ 26,000</b>	<b>\$ 27,000</b>

## Fiscal

**TOTAL FUNDING SOURCES:** \$146,000

## Notes:

**FUTURE FUNDING REQUIREMENTS:** \$0



## PARKS CAPITAL PROJECT OR PROGRAM

## PARKS PARKING LOT RESURFACING PROGRAM

**CIP Project ID:** PAR21001CIP  
**Department:** Parks  
**Project Status:** Other  
**Project Location:** Multiple Locations  
**Project Contact:** Michael Chambless

**Current Program Budget:** \$339,000

**Years Project in CIP:** Ongoing Capital Program

**Contact Email:** mchambless@snoqualmiewa.gov

**Description:**

This program is responsible for ensuring that all City of Snoqualmie owned parking lots are maintained and resurfaced cost effectively when their condition diminishes. In addition, the City will replace any curbs, sidewalks, and non-compliant ramps adjacent to a parking lot when resurfacing.

**Photo or Map:****Community Impact:**

The intent of this program is to preserve the accessibility of all parks throughout the City of Snoqualmie. The funding of this program will help to extend the life of existing parking lots.

**Operating Impact:**

This program does not require changes to the operating environment or budget.

**Budget:**

Project Activities	% of Budg.	Total Activity Budget	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	This capital program is anticipated to continue indefinitely into the future.
Design	4%	\$ 14,491	\$ -	\$ 4,696	\$ -	\$ 4,826	\$ -	\$ 4,968	
Construction	85%	\$ 289,815	\$ -	\$ 93,925	\$ -	\$ 96,530	\$ -	\$ 99,361	
Const. Manage	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Contingency	4%	\$ 14,491	\$ -	\$ 4,696	\$ -	\$ 4,826	\$ -	\$ 4,968	
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Labor	6%	\$ 20,203	\$ -	\$ 4,683	\$ -	\$ 6,817	\$ -	\$ 8,703	
Other	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>TOTAL</b>	<b>100%</b>	<b>\$ 339,000</b>	<b>\$ -</b>	<b>\$ 108,000</b>	<b>\$ -</b>	<b>\$ 113,000</b>	<b>\$ -</b>	<b>\$ 118,000</b>	
Operating		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

**TOTAL PROJECT BUDGET:** \$339,000

**TOTAL OPERATING BUDGET:** \$0

**Anticipated Funding Mix:**

Source	Total Sources	2023	2024	2025	2026	2027	2028
Real Estate Excise Tax	\$ 339,000	\$ -	\$ 108,000	\$ -	\$ 113,000	\$ -	\$ 118,000
<b>TOTAL</b>	<b>\$ 339,000</b>	<b>\$ -</b>	<b>\$ 108,000</b>	<b>\$ -</b>	<b>\$ 113,000</b>	<b>\$ -</b>	<b>\$ 118,000</b>

**Fiscal**

**TOTAL FUNDING SOURCES:** \$339,000

**Notes:**

**FUTURE FUNDING REQUIREMENTS:** \$0



## PARKS CAPITAL PROJECT OR PROGRAM

## PARKS FACILITIES MAINTENANCE PROGRAM

CIP Project ID: PAR23001CIP  
 Department: Parks  
 Project Status: Other  
 Project Location: Multiple Locations  
 Project Contact: Michael Chambless

Current Program Budget: **\$212,000**

Years Project in CIP: Ongoing Capital Program

Contact Email: [mchambless@snoqualmiewa.gov](mailto:mchambless@snoqualmiewa.gov)

## Description:

This program is responsible for ensuring that park facility assets, such as restrooms or picnic shelters, are maintained or replaced at the proper time.

## Photo or Map:



## Community Impact:

The intent of this program is to preserve assets that enhance the experience and convenience of going to a City of Snoqualmie park.

## Operating Impact:

This program does not require changes to the operating environment or budget.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	This capital program is anticipated to continue indefinitely into the future.
Design	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Construction	89%	\$ 187,901	\$ 28,901	\$ 30,706	\$ 31,389	\$ 31,942	\$ 31,727	\$ 33,237	
Const. Manage	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Contingency	4%	\$ 9,395	\$ 1,445	\$ 1,535	\$ 1,569	\$ 1,597	\$ 1,586	\$ 1,662	
Art	1%	\$ 1,879	\$ 289	\$ 307	\$ 314	\$ 319	\$ 317	\$ 332	
Labor	6%	\$ 12,825	\$ 1,365	\$ 1,452	\$ 1,728	\$ 2,142	\$ 3,369	\$ 2,769	
Other	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>TOTAL</b>	<b>100%</b>	<b>\$ 212,000</b>	<b>\$ 32,000</b>	<b>\$ 34,000</b>	<b>\$ 35,000</b>	<b>\$ 36,000</b>	<b>\$ 37,000</b>	<b>\$ 38,000</b>	
Operating		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

TOTAL PROJECT BUDGET: **\$212,000**TOTAL OPERATING BUDGET: **\$0**

## Anticipated Funding Mix:

Source	Total Sources	2023	2024	2025	2026	2027	2028
Real Estate Excise Tax	\$ 212,000	\$ 32,000	\$ 34,000	\$ 35,000	\$ 36,000	\$ 37,000	\$ 38,000
<b>TOTAL</b>	<b>\$ 212,000</b>	<b>\$ 32,000</b>	<b>\$ 34,000</b>	<b>\$ 35,000</b>	<b>\$ 36,000</b>	<b>\$ 37,000</b>	<b>\$ 38,000</b>

## Fiscal

## Notes:

TOTAL FUNDING SOURCES: **\$212,000**FUTURE FUNDING REQUIREMENTS: **\$0**



## FACILITIES CAPITAL PROJECT OR PROGRAM

## FACILITIES MAINTENANCE PROGRAM

CIP Project ID: FAC21002CIP

Department: Parks

Current Program Budget: \$1,896,000

Project Status: Other

Project Location: Multiple Locations

Years Project in CIP: Ongoing Capital Program

Project Contact: Michael Chambliss

Contact Email: mchambliss@snoqualmiewa.gov

## Description:

This program is responsible for ensuring that City facilities are properly maintained and can achieve their useful life as originally designed. Over the next biennium, the City intends to cover and/or rehabilitate the City Hall back stairwell, replace and/or install a new boiler at the Fire Station, install server room power upgrades, conduct a parking review for the police station, and begin planning for a new covered Parks & Public Works operations and storage facility. Additional projects include remodeling old library, air conditioners for City Hall, and exterior painting for several buildings.

## Community Impact:

The intent of this program is to preserve and maintain City facilities.

## Photo or Map:



## Operating Impact:

This program does not require changes to the operating environment or budget. It is anticipated that there will be savings as a result of all of these projects through reduced injury claims, better energy efficiency, and lengthened service life of capital assets. However, the amount of these potential savings is unknown at this time.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	This capital program is anticipated to continue indefinitely into the future.
Design	4%	\$ 76,516	\$ 31,898	\$ 9,477	\$ 9,670	\$ 9,777	\$ 9,694	\$ 6,000	
Construction	85%	\$ 1,616,977	\$ 637,967	\$ 189,549	\$ 193,390	\$ 195,533	\$ 193,873	\$ 206,666	
Const. Manage	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Contingency	4%	\$ 80,849	\$ 31,898	\$ 9,477	\$ 9,670	\$ 9,777	\$ 9,694	\$ 10,333	
Labor	6%	\$ 106,355	\$ 31,857	\$ 9,601	\$ 11,337	\$ 13,958	\$ 21,801	\$ 17,801	
Art	1%	\$ 15,303	\$ 6,380	\$ 1,895	\$ 1,934	\$ 1,955	\$ 1,939	\$ 1,200	
Other	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>TOTAL</b>	<b>100%</b>	<b>\$ 1,896,000</b>	<b>\$ 740,000</b>	<b>\$ 220,000</b>	<b>\$ 226,000</b>	<b>\$ 231,000</b>	<b>\$ 237,000</b>	<b>\$ 242,000</b>	
Operating		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

TOTAL PROJECT BUDGET: \$1,896,000

TOTAL OPERATING BUDGET: \$0

## Anticipated Funding Mix:

Source	Total Sources	2023	2024	2025	2026	2027	2028
Real Estate Excise Tax	\$ 1,896,000	\$ 740,000	\$ 220,000	\$ 226,000	\$ 231,000	\$ 237,000	\$ 242,000
<b>TOTAL</b>	<b>\$ 1,896,000</b>	<b>\$ 740,000</b>	<b>\$ 220,000</b>	<b>\$ 226,000</b>	<b>\$ 231,000</b>	<b>\$ 237,000</b>	<b>\$ 242,000</b>

## Fiscal

TOTAL FUNDING SOURCES: \$1,896,000

## Notes:

FUTURE FUNDING REQUIREMENTS: \$0



## TRANSPORTATION CAPITAL PROJECT OR PROGRAM

## KIMBALL CREEK BRIDGES RESTORATION PROJECT

CIP Project ID: TRN22001CIP

Previously Spent: \$253,349

Department: Transportation

Current Project Budget: \$1,571,349

Project Status: Analysis

Original Budget at CIP Inception: \$2,911,608

Project Location: 9200 &amp; 9380 Meadowbrook Way SE

Years Project in CIP: 2

Project Contact: Jeff Hamlin

Contact Email: jhamlin@snoqualmiewa.gov

## Description:

This project restores two structurally deficient bridge crossings on Meadowbrook Way. Anticipated work includes reconstructed abutments and wingwalls, new guardrail, approaches and pavement.

## Photo or Map:



## Community Impact:

The intent of this project is to restore two deficient bridges that have fallen below acceptable sufficiency rating. Proposed work will extend the life of the bridges by approximately 20 years.

## Operating Impact:

This project is not expected to impact the operating budget.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	1%	\$ 18,662	\$ 18,662	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	24%	\$ 384,687	\$ 234,687	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	46%	\$ 729,348	\$ -	\$ 350,761	\$ 378,587	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Manage	7%	\$ 109,402	\$ -	\$ 52,614	\$ 56,788	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	15%	\$ 230,000	\$ -	\$ 115,000	\$ 115,000	\$ -	\$ -	\$ -	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	4%	\$ 55,000	\$ -	\$ 27,500	\$ 27,500	\$ -	\$ -	\$ -	\$ -	\$ -
Other	3%	\$ 44,250	\$ -	\$ 22,125	\$ 22,125	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 1,571,349</b>	<b>\$ 253,349</b>	<b>\$ 718,000</b>	<b>\$ 600,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL PROJECT BUDGET: \$1,571,349

TOTAL OPERATING BUDGET: \$0

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Util. & Trans. Taxes	\$ 1,318,000	\$ -	\$ 718,000	\$ 600,000	\$ -	\$ -	\$ -	\$ -
FHWA Grant	\$ 195,000	\$ 195,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Real Estate Excise Tax	\$ 58,349	\$ 58,349	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 1,571,349</b>	<b>\$ 253,349</b>	<b>\$ 718,000</b>	<b>\$ 600,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Fiscal

FHWA = Federal Highway Administration. This grant was approved by the intermediary Puget Sound Regional Council (PSRC).

TOTAL FUNDING SOURCES: \$1,571,349

## Notes:

FUTURE FUNDING REQUIREMENTS: \$0

# COMMUNITY PARK SPRAYGROUND PROJECT

**\$0**

**\$1,500,000**

**\$908,245**

**Contact Email:** | [mchambless@snoqualmiewa.gov](mailto:mchambless@snoqualmiewa.gov)

[illegible]

The new features added to Community Park will require additional maintenance including increased waste collection, landscaping, facilities repair, and water and electricity usage.

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	3%	\$ 37,704	\$ -	\$ 37,704	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	12%	\$ 180,977	\$ -	\$ 180,977	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	58%	\$ 869,696	\$ -	\$ 869,696	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Manage	3%	\$ 37,704	\$ -	\$ 37,704	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	17%	\$ 251,357	\$ -	\$ 251,357	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Art	1%	\$ 9,451	\$ -	\$ 9,451	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	5%	\$ 75,407		\$ 75,407	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	3%	\$ 37,704	\$ -	\$ 37,704	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	100%	\$ 1,500,000	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating		\$ 45,279		\$ 7,000	\$ 7,210	\$ 7,426	\$ 7,649	\$ 7,879	\$ 8,115	*

**TOTAL OPERATING BUDGET: \$45,279**

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Sales Tax	\$ 1,500,000	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 1,500,000	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ -

## Page 47 of 84



## TRANSPORTATION CAPITAL PROJECT OR PROGRAM

## SNOQUALMIE PARKWAY REHABILITATION PROJECT

<b>CIP Project ID:</b>	TRN23002CIP	<b>Previously Spent:</b>	\$0
<b>Department:</b>	Transportation	<b>Current Project Budget:</b>	\$6,400,000
<b>Project Status:</b>	Other	<b>Original Budget at CIP Inception:</b>	\$6,380,000
<b>Project Location:</b>	Snoqualmie Parkway	<b>Years Project in CIP:</b>	2
<b>Project Contact:</b>	Michael Chambliss	<b>Contact Email:</b>	mchambliss@snoqualmiewa.gov

**Description:**

The Snoqualmie Parkway is deteriorating as it ages. Consequently, the goal of this project is to rehabilitate, replace, or reconstruct the Snoqualmie Parkway and other related right-of-way assets. The project will address high priority maintenance needs including, but not limited to, the resurfacing of the roadway pavements. The project may also tend to street lighting, ADA ramps, striping, and traffic signal systems as needed.

**Photo or Map:****Community Impact:**

The intent of this project is to maintain the condition of a vital principal arterial connecting the historic downtown to Snoqualmie Ridge, two important state highways (SR 18, SR 202), and one interstate (I-90). This project will help to reduce the long-term cost of major reconstruction by extending the life of the Snoqualmie Parkway.

**Operating Impact:**

This project will provide a new monolithic surface for the parkway. By overlaying the existing cracks, we will prevent additional water intrusion and continued damage from freeze thaw cycles. With proper maintenance, it is expected that the overlay will have a 15-20 year life before needing major rehabilitation resulting in hundreds of thousands of dollars in maintenance savings.

**Budget:**

Project Activities	% of Budg.	Total Activity Budget	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	4%	\$ 249,336	\$ 249,336	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	78%	\$ 4,986,722	\$ 4,986,722	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Manage	4%	\$ 249,336	\$ 249,336	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	8%	\$ 498,672	\$ 498,672	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	5%	\$ 291,265	\$ 291,265	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	2%	\$ 124,668	\$ 124,668	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 6,400,000</b>	<b>\$ 6,400,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ (162,000)	\$ (25,000)	\$ (26,000)	\$ (27,000)	\$ (27,000)	\$ (28,000)	\$ (29,000)	*

**Anticipated Funding Mix:**

**TOTAL PROJECT BUDGET:** \$6,400,000  
**TOTAL OPERATING BUDGET:** -\$162,000

Source	Total Sources	2023	2024	2025	2026	2027	2028
Util. & Trans. Taxes	\$ 1,400,000	\$ 1,400,000	\$ -	\$ -	\$ -	\$ -	\$ -
State Legislative Direct	\$ 5,000,000	\$ 5,000,000	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 6,400,000</b>	<b>\$ 6,400,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Fiscal Notes:** \* The City will continue to see a reduction in operating expenditures resulting from the project into the future.

**TOTAL FUNDING SOURCES:** \$6,400,000  
**FUTURE FUNDING REQUIREMENTS:** \$0



## PARKS CAPITAL PROJECT OR PROGRAM

## RIVERFRONT LAND ACQUISITIONS &amp; DEMOLITIONS

**CIP Project ID:** PAR20005CIP  
**Department:** Community Development  
**Project Status:** Other  
**Project Location:** Multiple Locations  
**Project Contact:** Dylan Gamble

**Previously Spent:** \$1,278,615  
**Current Project Budget:** \$2,898,615  
**Original Budget at CIP Inception:** \$1,398,615  
**Years Project in CIP:** 1  
**Contact Email:** [dgamble@snoqualmiewa.gov](mailto:dgamble@snoqualmiewa.gov)

## Description:

This project supports the acquisition of property along the Snoqualmie River and provides for the demolition and deconstruction of structures and other features. The property acquired and modified will eventually become a part of the Snoqualmie Riverwalk.

## Community Impact:

Property and structures adjacent to the Snoqualmie River have suffered repeatedly from flood damage posing concerns for public safety officials. These structures also preclude restoration of the natural Snoqualmie River buffer. This project presents aesthetic and cultural benefits, and future restoration and trail opportunities. This project addresses Comprehensive Plan policies 3.5.2 and 7.3.5 concerning the Riverwalk plan and the removal of high-risk riverfront homes respectively.

## Photo or Map:



## Operating Impact:

The additional property owned by the City of Snoqualmie will add to the current landscaping work of staff resulting in future increases in the operating budget.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Manage	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	100%	\$ 2,898,615	\$ 1,278,615	\$ 570,000	\$ 900,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 2,898,615</b>	<b>\$ 1,278,615</b>	<b>\$ 570,000</b>	<b>\$ 900,000</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL PROJECT BUDGET: \$2,898,615

TOTAL OPERATING BUDGET: \$0

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
FEMA Grant	\$ 839,595	\$ 839,595	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
KCFCD Grant	\$ 548,551	\$ 248,551	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -
CFT Grant	\$ 1,030,000	\$ 30,000	\$ 300,000	\$ 550,000	\$ 150,000	\$ -	\$ -	\$ -
Real Estate Excise Tax	\$ 480,469	\$ 160,469	\$ 120,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 2,898,615</b>	<b>\$ 1,278,615</b>	<b>\$ 570,000</b>	<b>\$ 900,000</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Fiscal Notes:** FEMA = Federal Emergency Management Agency; KCFCD = King County Flood Control District; CFT = Conservation Futures Trust (King County). The amount previously spent refers only to the outflow of funds from the City; additional grant funds allocated by County.

TOTAL FUNDING SOURCES: \$2,898,615

FUTURE FUNDING REQUIREMENTS: \$0



## PARKS CAPITAL PROJECT OR PROGRAM

## RIVERWALK PROJECT - NW OF SANDY COVE PARK

<b>CIP Project ID:</b>	PAR20006CIP	<b>Previously Spent:</b>	\$929,191
<b>Department:</b>	Community Development	<b>Current Project Budget:</b>	\$3,637,191
<b>Project Status:</b>	Design	<b>Original Budget at CIP Inception:</b>	\$3,243,580
<b>Project Location:</b>	SR 202 Bridge to Sandy Cove Park	<b>Years Project in CIP:</b>	2
<b>Project Contact:</b>	Dylan Gamble	<b>Contact Email:</b>	dgamble@snoqualmiewa.gov

## Description:

This phase of the Riverwalk project will provide approximately one mile of trail parallel to State Route 202 up to Kimball Creek. This phase includes boardwalk installation, wetland crossings, riverside restoration and connections to developing City trail infrastructure.

## Photo or Map:



## Community Impact:

This phase of the Riverwalk project will establish a trail between Downtown Snoqualmie and the Kimball Creek Bridge, result in significant environmental restoration, and support the tourism goals of the City of Snoqualmie. The new trail will critically connect Snoqualmie Falls to the historic downtown while expanding recreational opportunities for residents.

## Operating Impact:

The additional property owned and improved by the City of Snoqualmie will add to the current landscaping, trail maintenance, and urban forestry work of staff. However, increased economic activity from tourism will result in an unknown amount of offsetting revenue.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	4%	\$ 147,212	\$ 147,212	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	23%	\$ 821,979	\$ 781,979	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	48%	\$ 1,760,921	\$ -	\$ 1,385,843	\$ 375,077	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Manage	7%	\$ 264,138	\$ -	\$ 207,876	\$ 56,262	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	10%	\$ 352,184	\$ -	\$ 277,169	\$ 75,015	\$ -	\$ -	\$ -	\$ -	\$ -
Art	0%	\$ 17,609	\$ -	\$ 13,858	\$ 3,751	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	5%	\$ 185,102	\$ -	\$ 116,961	\$ 68,141	\$ -	\$ -	\$ -	\$ -	\$ -
Other	2%	\$ 88,046	\$ -	\$ 69,292	\$ 18,754	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 3,637,191</b>	<b>\$ 929,191</b>	<b>\$ 2,111,000</b>	<b>\$ 597,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ 64,100		\$ -	\$ 12,100	\$ 12,400	\$ 12,800	\$ 13,200	\$ 13,600	*

TOTAL PROJECT BUDGET: \$3,637,191

TOTAL OPERATING BUDGET: \$64,100

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Real Estate Excise Tax	\$ 2,157,791	\$ 929,191	\$ 952,000	\$ 276,600	\$ -	\$ -	\$ -	\$ -
Dept. of Commerce Grant	\$ 1,479,400	\$ -	\$ 1,159,000	\$ 320,400	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 3,637,191</b>	<b>\$ 929,191</b>	<b>\$ 2,111,000</b>	<b>\$ 597,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Fiscal Notes:** \* The City will continue to incur operating expenditures resulting from the project into the future.

**TOTAL FUNDING SOURCES:** \$3,637,191  
**FUTURE FUNDING REQUIREMENTS:** \$0



## PARKS CAPITAL PROJECT OR PROGRAM

## SANDY COVE PARK IMPROVEMENT PROJECT

**CIP Project ID:** PAR20007CIP  
**Department:** Community Development  
**Project Status:** Pre-Design  
**Project Location:** 7970 Falls Avenue SE  
**Project Contact:** Dylan Gamble

**Previously Spent:** \$0  
**Current Project Budget:** \$1,741,000  
**Original Budget at CIP Inception:** \$1,377,780  
**Years Project in CIP:** 1  
**Contact Email:** dgamble@snoqualmiewa.gov

## Description:

This project adds trails connecting to Riverwalk Phase I improvements, adds entrance improvements from Falls Avenue, makes the park American with Disabilities Act (ADA) compliant, adds electrical connections for events, and constructs a small event support venue.

## Community Impact:

The intent of this project is to improve the accessibility of the park and Snoqualmie River to people of all abilities, improve connections to local trail networks, and increase the viability of the riverside park to host events. This project aligns with the Riverwalk plan, supports Comprehensive Plan community character recommendations for Downtown Snoqualmie, and policy 10.2.7 to protect visual access to bodies of water.

## Photo or Map:



## Operating Impact:

The new features added to Sandy Cove Park will increase the current landscaping, trail maintenance, and facilities maintenance work of staff.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	18%	\$ 305,256	\$ -	\$ 305,256	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	57%	\$ 1,000,030	\$ -	\$ -	\$ 1,000,030	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Manage	9%	\$ 150,005	\$ -	\$ -	\$ 150,005	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	11%	\$ 200,006	\$ -	\$ -	\$ 200,006	\$ -	\$ -	\$ -	\$ -	\$ -
Art	1%	\$ 10,000	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	4%	\$ 75,703	\$ -	\$ 13,744	\$ 61,959	\$ -	\$ -	\$ -	\$ -	\$ -
Other	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 1,741,000</b>	<b>\$ -</b>	<b>\$ 319,000</b>	<b>\$ 1,422,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Operating</b>		<b>\$ 37,150</b>		<b>\$ -</b>	<b>\$ 7,000</b>	<b>\$ 7,200</b>	<b>\$ 7,425</b>	<b>\$ 7,650</b>	<b>\$ 7,875</b>	<b>*</b>

TOTAL PROJECT BUDGET: \$1,741,000

TOTAL OPERATING BUDGET: \$37,150

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Real Estate Excise Tax	\$ 1,241,000	\$ -	\$ 319,000	\$ 922,000	\$ -	\$ -	\$ -	\$ -
Grants	\$ 500,000	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 1,741,000</b>	<b>\$ -</b>	<b>\$ 319,000</b>	<b>\$ 1,422,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Fiscal Notes:

\*The City will continue to incur operating expenditures resulting from the project into the future.

**TOTAL FUNDING SOURCES:** \$1,741,000  
**FUTURE FUNDING REQUIREMENTS:** \$0



## PARKS CAPITAL PROJECT OR PROGRAM

## ALL-INCLUSIVE PLAYGROUND PROJECT

**CIP Project ID:** PAR21003CIP  
**Department:** Community Development  
**Project Status:** Design  
**Project Location:** 39903 SE Park Street  
**Project Contact:** Dylan Gamble

**Previously Spent:** \$100,000  
**Current Project Budget:** \$976,000  
**Original Budget at CIP Inception:** \$1,173,805  
**Years Project in CIP:** 2  
**Contact Email:** |dgamble@snoqualmiewa.gov

## Description:

This project would replace an older playground at Centennial Park with equipment able to serve children of all ages and abilities. It would offer a fully-fenced, secure space for children, including play structures and ramps that are wheelchair accessible, and a smooth padded surface. The playground would exceed American with Disabilities Act (ADA) standards.

## Photo or Map:



## Community Impact:

The intent of this project is to create the first ever all-inclusive playground in the Snoqualmie Valley affording children of all abilities to grow and thrive together.

## Operating Impact:

Staff believes that an all-inclusive playground will increase the number of visitors to Centennial Park necessitating additional maintenance to the bathrooms, garbage cans, and general area.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	8%	\$ 80,000	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	63%	\$ 613,557	\$ -	\$ 613,557	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Manage	9%	\$ 92,033	\$ -	\$ 92,033	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	13%	\$ 122,711	\$ -	\$ 122,711	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Art	1%	\$ 6,136	\$ -	\$ 6,136	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	3%	\$ 31,563	\$ 10,000	\$ 21,563	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	3%	\$ 30,000	\$ 10,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 976,000</b>	<b>\$ 100,000</b>	<b>\$ 876,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ 37,500		\$ 5,000	\$ 5,500	\$ 6,000	\$ 6,500	\$ 7,000	\$ 7,500	*

TOTAL PROJECT BUDGET: \$976,000

TOTAL OPERATING BUDGET: \$37,500

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Real Estate Excise Tax	\$ 289,600	\$ 100,000	\$ 189,600	\$ -	\$ -	\$ -	\$ -	\$ -
RCO Grant	\$ 475,000	\$ -	\$ 475,000	\$ -	\$ -	\$ -	\$ -	\$ -
King County Funds	\$ 180,000	\$ -	\$ 180,000	\$ -	\$ -	\$ -	\$ -	\$ -
Donations	\$ 31,400	\$ -	\$ 31,400	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 976,000</b>	<b>\$ 100,000</b>	<b>\$ 876,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Fiscal Notes:** \* The City will continue to incur operating expenditures resulting from the project into the future.

**TOTAL FUNDING SOURCES:** \$976,000  
**FUTURE FUNDING REQUIREMENTS:** \$0



## TRANSPORTATION CAPITAL PROJECT OR PROGRAM

## TOWN CENTER IMPROVEMENT PROJECT - PHASE 3

<b>CIP Project ID:</b>	PUW20003CIP	<b>Previously Spent:</b>	\$467,000
<b>Department:</b>	Transportation	<b>Current Project Budget:</b>	\$7,682,000
<b>Project Status:</b>	Design	<b>Original Budget at CIP Inception:</b>	N/A
<b>Project Location:</b>	SR 202 (Railroad Ave.) btw. Northern St. and the SR 202 Bridge		
<b>Project Contact:</b>	Jeff Hamlin	<b>Years Project in CIP:</b>	2
	<b>Contact Email:</b> jhamlin@ci.snoqualmie.wa.us		

## Description:

The intent of this project is to reconstruct portions of State Route 202 (Railroad Avenue) between Northern Street and the State Route 202 Bridge, upgrade the adjacent multi-use path, replace and relocate utilities, as well as add street lighting, streetscape improvements, traffic calming measures, trail and transit connections, and natural landscaping elements. A new pedestrian bridge and gateway features will be addressed through community outreach efforts.

## Photo or Map:



## Operating Impact:

This project is not expected to impact the operating budget.

## Community Impact:

This project will eventually lead to improved connections between Snoqualmie Falls and Downtown Snoqualmie, replace aging infrastructure, update facilities to meet ADA standards, improve safety, and support the economic and tourism goals of the City of Snoqualmie.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	13%	\$ 963,000	\$ 467,000	\$ 496,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	59%	\$ 4,504,892	\$ -	\$ -	\$ -	\$ 1,817,814	\$ 2,164,451	\$ 522,627	\$ -	\$ -
Const. Manage	9%	\$ 675,734	\$ -	\$ -	\$ -	\$ 272,672	\$ 324,668	\$ 78,394	\$ -	\$ -
Contingency	12%	\$ 900,978	\$ -	\$ -	\$ -	\$ 363,563	\$ 432,890	\$ 104,525	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	5%	\$ 412,151	\$ -	\$ -	\$ -	\$ 143,060	\$ 194,769	\$ 74,322	\$ -	\$ -
Other	3%	\$ 225,245	\$ -	\$ -	\$ -	\$ 90,891	\$ 108,223	\$ 26,131	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 7,682,000</b>	<b>\$ 467,000</b>	<b>\$ 496,000</b>	<b>\$ -</b>	<b>\$ 2,688,000</b>	<b>\$ 3,225,000</b>	<b>\$ 806,000</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL PROJECT BUDGET: \$7,682,000

TOTAL OPERATING BUDGET: \$0

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Util. & Trans. Taxes	\$ 1,614,045	\$ 63,045	\$ -	\$ -	\$ -	\$ 1,148,000	\$ 403,000	\$ -
Real Estate Excise Tax	\$ 993,700	\$ -	\$ 89,450	\$ -	\$ 672,000	\$ 232,250	\$ -	\$ -
Sales Tax	\$ 904,250	\$ -	\$ -	\$ -	\$ 672,000	\$ 232,250	\$ -	\$ -
Grants	\$ 4,170,005	\$ 403,955	\$ 406,550	\$ -	\$ 1,344,000	\$ 1,612,500	\$ 403,000	\$ -
<b>TOTAL</b>	<b>\$ 7,682,000</b>	<b>\$ 467,000</b>	<b>\$ 496,000</b>	<b>\$ -</b>	<b>\$ 2,688,000</b>	<b>\$ 3,225,000</b>	<b>\$ 806,000</b>	<b>\$ -</b>

## Fiscal

TOTAL FUNDING SOURCES: \$7,682,000

## Notes:

FUTURE FUNDING REQUIREMENTS: \$0



## TRANSPORTATION CAPITAL PROJECT OR PROGRAM

## MEADOWBROOK BRIDGE RESTORATION PROJECT

CIP Project ID: TBD  
 Department: Transportation  
 Project Status: Analysis  
 Project Location: Meadowbrook Bridge  
 Project Contact: Jeff Hamlin

Previously Spent: \$125,000  
 Current Project Budget: \$1,869,000  
 Original Budget at CIP Inception: N/A  
 Years Project in CIP: 0  
 Contact Email: jhamlin@snoqualmiewa.gov

## Description:

Based on recent inspection from King County Bridge Division, the Meadowbrook Bridge requires maintenance and repair activities, including structural welding and repairs, painting, and a load rating update.

## Photo or Map:



## Community Impact:

The intent of this project is to provide necessary ongoing maintenance of the Meadowbrook Bridge. Timely repairs and application of protective coatings is the most cost efficient means to provide for long-term function and safety of the bridge asset.

## Operating Impact:

This project is not expected to impact the operating budget.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	12%	\$ 225,000	\$ 125,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	8%	\$ 152,584	\$ -	\$ 70,492	\$ 82,092	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	54%	\$ 1,017,227	\$ -	\$ 469,947	\$ 547,280	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Manage	8%	\$ 152,584	\$ -	\$ 70,492	\$ 82,092	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	11%	\$ 203,445	\$ -	\$ 93,989	\$ 109,456	\$ -	\$ -	\$ -	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	3%	\$ 65,360	\$ -	\$ 32,680	\$ 32,680	\$ -	\$ -	\$ -	\$ -	\$ -
Other	3%	\$ 52,800	\$ -	\$ 26,400	\$ 26,400	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 1,869,000</b>	<b>\$ 125,000</b>	<b>\$ 864,000</b>	<b>\$ 880,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL PROJECT BUDGET: \$1,869,000

TOTAL OPERATING BUDGET: \$0

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Util. & Trans. Taxes	\$ 282,000	\$ 125,000	\$ -	\$ 157,000	\$ -	\$ -	\$ -	\$ -
Real Estate Excise Tax	\$ 715,000	\$ -	\$ 432,000	\$ 283,000	\$ -	\$ -	\$ -	\$ -
Grants	\$ 872,000	\$ -	\$ 432,000	\$ 440,000	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 1,869,000</b>	<b>\$ 125,000</b>	<b>\$ 864,000</b>	<b>\$ 880,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Fiscal

TOTAL FUNDING SOURCES: \$1,869,000

## Notes:

FUTURE FUNDING REQUIREMENTS: \$0



## PARKS CAPITAL PROJECT OR PROGRAM

## RIVERWALK PROJECT - ARBORETUM TRAIL

<b>CIP Project ID:</b>	PAR21002CIP	<b>Previously Spent:</b>	\$0
<b>Department:</b>	Community Development	<b>Current Project Budget:</b>	\$1,307,000
<b>Project Status:</b>	Pre-Design	<b>Original Budget at CIP Inception:</b>	\$1,307,000
<b>Project Location:</b>	Riverview Park to Meadowbrook Bridge	<b>Years Project in CIP:</b>	0
<b>Project Contact:</b>	Dylan Gamble	<b>Contact Email:</b>	dgamble@snoqualmiewa.gov

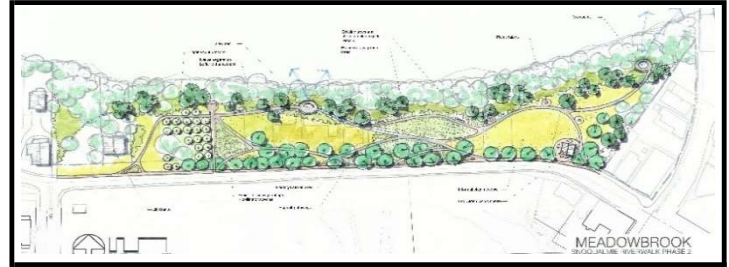
## Description:

This phase of the Riverwalk project will provide a trail connection from Riverview Park to the Meadowbrook Bridge and include aesthetic, historic, and passive recreational amenities along with riverside restoration.

## Community Impact:

Phase II of the Riverwalk project will establish a trail between Downtown Snoqualmie and Meadowbrook Bridge, a local historic resource, result in significant environmental restoration, and support the tourism goals of the City of Snoqualmie. The new trail and other features will critically connect important recreational facilities such as the Snoqualmie Valley Regional Trail (SVRT) to the historic downtown while expanding recreational opportunities for residents. This project addresses Comprehensive Plan policies 3.5.2 and 6.4.4 to establish a Riverwalk and restore stream buffers.

## Photo or Map:



## Operating Impact:

The additional property owned and improved by the City of Snoqualmie will add to the current landscaping, trail maintenance, and urban forestry work of staff. The time required to complete the additional work is estimated at 2 hours per week. However, increased economic activity from tourism will result in an unknown amount of offsetting revenue.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Pre Design	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	12%	\$ 159,642	\$ -	\$ -	\$ -	\$ 159,642	\$ -	\$ -	\$ -	\$ -
Construction	57%	\$ 746,819	\$ -	\$ -	\$ -	\$ -	\$ 746,819	\$ -	\$ -	\$ -
Const. Manage	9%	\$ 112,023	\$ -	\$ -	\$ -	\$ -	\$ 112,023	\$ -	\$ -	\$ -
Contingency	14%	\$ 181,292	\$ -	\$ -	\$ -	\$ 31,928	\$ 149,364	\$ -	\$ -	\$ -
Art	1%	\$ 7,468	\$ -	\$ -	\$ -	\$ -	\$ 7,468	\$ -	\$ -	\$ -
Labor	5%	\$ 62,415	\$ -	\$ -	\$ -	\$ 8,430	\$ 53,985	\$ -	\$ -	\$ -
Other	3%	\$ 37,341	\$ -	\$ -	\$ -	\$ -	\$ 37,341	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 1,307,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 1,107,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Operating</b>		<b>\$ 20,918</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 5,150</b>	<b>\$ 5,305</b>	<b>\$ 5,464</b>	<b>*</b>

TOTAL PROJECT BUDGET: \$1,307,000

TOTAL OPERATING BUDGET: \$20,918

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Real Estate Excise Tax	\$ 807,000	\$ -	\$ -	\$ -	\$ 200,000	\$ 607,000	\$ -	\$ -
RCO Grant	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 1,307,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 1,107,000</b>	<b>\$ -</b>	<b>\$ -</b>

## Fiscal

## Notes:

RCO = Washington State Recreation and Conservation Office.

\* The City will continue to incur operating expenditures resulting from the project into the future.

TOTAL FUNDING SOURCES: \$1,307,000

FUTURE FUNDING REQUIREMENTS: \$0



## PARKS CAPITAL PROJECT OR PROGRAM

## RIVERWALK PROJECT - BOARDWALK

<b>CIP Project ID:</b>	TBD	<b>Previously Spent:</b>	\$0
<b>Department:</b>	Community Development	<b>Current Project Budget:</b>	\$4,838,000
<b>Project Status:</b>	Pre-Design	<b>Original Budget at CIP Inception:</b>	\$0
<b>Project Location:</b>	Sandy Cove Park to Park Avenue	<b>Years Project in CIP:</b>	0
<b>Project Contact:</b>	Dylan Gamble	<b>Contact Email:</b>	dgamble@snoqualmiewa.gov

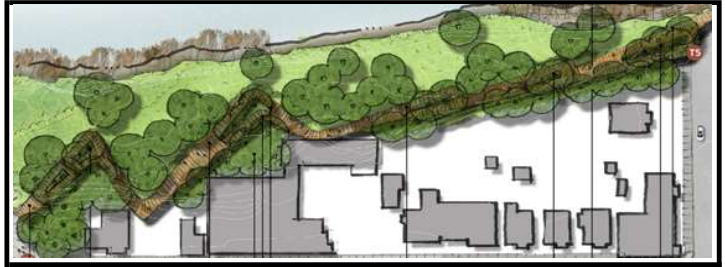
## Description:

This phase of the Riverwalk project will provide an elevated canopy boardwalk starting in Sandy Cove Park, continuing behind businesses along Falls Avenue SE, and connecting with a viewing platform next to the Record Office revetment at the corner of SE River St. and Park Ave SE.

## Community Impact:

Phase III of the Riverwalk project would be an iconic, magnetizing structure drawing tourists into Downtown Snoqualmie, support the tourism goals of the City of Snoqualmie. This phase builds on City Council Goal objective to construct a Riverwalk, and Comprehensive Plan policy 3.5.2 to establish a Riverwalk.

## Photo or Map:



## Operating Impact:

The additional boardwalk improvement will add to the current landscaping, structural and trail maintenance, and urban forestry work of staff. The time required to complete the additional work is estimated at 5 hours per week. However, increased economic activity from tourism will result in an unknown amount of offsetting revenue.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Pre Design	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	13%	\$ 631,090	\$ -	\$ -	\$ -	\$ -	\$ 631,090	\$ -	\$ -	\$ -
Construction	54%	\$ 2,610,192	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,903,892	\$ 706,300	\$ -
Const. Manage	8%	\$ 391,529	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 285,584	\$ 105,945	\$ -
Contingency	13%	\$ 648,256	\$ -	\$ -	\$ -	\$ -	\$ 126,218	\$ 380,778	\$ 141,260	\$ -
Art	1%	\$ 26,102	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,039	\$ 7,063	\$ -
Labor	8%	\$ 400,321	\$ -	\$ -	\$ -	\$ -	\$ 48,692	\$ 272,512	\$ 79,117	\$ -
Other	3%	\$ 130,510	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95,195	\$ 35,315	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 4,838,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 806,000</b>	<b>\$ 2,957,000</b>	<b>\$ 1,075,000</b>	<b>\$ -</b>
Operating		\$ 10,150		\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,150	*

TOTAL PROJECT BUDGET: \$4,838,000

TOTAL OPERATING BUDGET: \$10,150

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Sales Tax	\$ 1,293,500	\$ -	\$ -	\$ -	\$ -	\$ 201,500	\$ 823,250	\$ 268,750
Real Estate Excise Tax	\$ 1,125,500	\$ -	\$ -	\$ -	\$ -	\$ 201,500	\$ 655,250	\$ 268,750
Grants	\$ 2,419,000	\$ -	\$ -	\$ -	\$ -	\$ 403,000	\$ 1,478,500	\$ 537,500
<b>TOTAL</b>	<b>\$ 4,838,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 806,000</b>	<b>\$ 2,957,000</b>	<b>\$ 1,075,000</b>

## Fiscal

## Notes:

RCO = Washington State Recreation and Conservation Office.

\* The City will continue to incur operating expenditures resulting from the project into the future.

TOTAL FUNDING SOURCES: \$4,838,000

FUTURE FUNDING REQUIREMENTS: \$0



## PARKS CAPITAL PROJECT OR PROGRAM

## MEADOWBROOK TRAIL PROJECT

**CIP Project ID:** PAR21004CIP  
**Department:** Community Development  
**Project Status:** Pre-Construction  
**Project Location:** 39903 SE Park Street  
**Project Contact:** Dylan Gamble

**Previously Spent:** \$0  
**Current Project Budget:** \$240,000  
**Original Budget at CIP Inception:** \$240,000  
**Years Project in CIP:** 1  
**Contact Email:** dgamble@snoqualmiewa.gov

## Description:

This is a collaborative project between the City of Snoqualmie, City of North Bend, Mt. Si Parks District, and the Meadowbrook Farms Preservation Association, improving the trails network on Meadowbrook Farm. The project will pave 4,000 feet of existing gravel paths with asphalt, install 2,500 feet of new asphalt paths, install 1,200 feet of compacted gravel through buffers, and support the repair of trail bridges.

## Photo or Map:



## Community Impact:

This project will improve trail recreation opportunities for the community, improve pedestrian and open space access adjacent to schools, and improve attraction amenities of Meadowbrook Farms as an event venue.

## Operating Impact:

This project does not require changes to the operating environment of budget.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Manage	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	100%	\$ 240,000	\$ -	\$ 240,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 240,000</b>	<b>\$ -</b>	<b>\$ 240,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL PROJECT BUDGET: \$240,000

TOTAL OPERATING BUDGET: \$0

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Real Estate Excise Tax	\$ 240,000	\$ -	\$ 240,000	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 240,000</b>	<b>\$ -</b>	<b>\$ 240,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Fiscal Notes:** This project is scheduled to be managed by the City of North Bend with contributions coming not only from the City of Snoqualmie but from other agencies as well.

**TOTAL FUNDING SOURCES:** \$240,000  
**FUTURE FUNDING REQUIREMENTS:** \$0



## FACILITIES CAPITAL PROJECT OR PROGRAM

## COMMUNITY CENTER EXPANSION PROJECT

<b>CIP Project ID:</b>	FAC21001CIP	<b>Previously Spent:</b>	\$0
<b>Department:</b>	Facilities	<b>Current Project Budget:</b>	\$28,338,000
<b>Project Status:</b>	Other	<b>Original Budget at CIP Inception:</b>	\$10,000,000
<b>Project Location:</b>	35018 SE Ridge Street	<b>Years Project in CIP:</b>	1
<b>Project Contact:</b>	Mike Chambless	<b>Contact Email:</b>	mchambless@snoqualmiewa.gov

## Project Description:

This project proposes to expand the current Community Center by approximately 24,000 square feet. Anticipated amenities include the addition of an aquatic center with a six-lane lap pool, the expansion of the cardio center, improved locker rooms, a common use space, additional community meeting rooms, and additional office space. Outside of the facility, an outdoor splash pad/spray park (anticipated for 2023) will be added as well as parking along Ridge Street to accommodate traffic.

## Photo or Map:



## Community Impact:

The intent of this project is to expand a critical facility that sustains quality of life through recreational and social opportunities. Demand from the community currently exceeds the size of the facility preventing many from taking advantage of the opportunities offered. This expansion adds several unique recreational amenities to encourage activity and reduce the incidence of heart disease and other health conditions.

## Operating Impact:

The current facility is maintained through a contractual agreement with the YMCA that requires no significant ongoing operations funding from the City. The YMCA has indicated that an expanded space would also be maintained through that agreement.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	3%	\$ 712,296	\$ -	\$ -	\$ 712,296	\$ -	\$ -	\$ -	\$ -	\$ -
Design	12%	\$ 3,419,023	\$ -	\$ -	\$ 3,419,023	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	58%	\$ 16,398,551	\$ -	\$ -	\$ 7,552,950	\$ 8,845,601	\$ -	\$ -	\$ -	\$ -
Const. Manage	4%	\$ 1,232,724	\$ -	\$ -	\$ 567,776	\$ 664,948	\$ -	\$ -	\$ -	\$ -
Contingency	17%	\$ 4,768,488	\$ -	\$ -	\$ 2,196,301	\$ 2,572,187	\$ -	\$ -	\$ -	\$ -
Art	1%	\$ 178,549	\$ -	\$ -	\$ -	\$ 178,549	\$ -	\$ -	\$ -	\$ -
Labor	3%	\$ 913,095	\$ -	\$ -	\$ 420,559	\$ 492,536	\$ -	\$ -	\$ -	\$ -
Other	3%	\$ 715,273	\$ -	\$ -	\$ 329,445	\$ 385,828	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 28,338,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,198,350</b>	<b>\$ 13,139,650</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL PROJECT BUDGET: \$28,338,000

TOTAL OPERATING BUDGET: \$0

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Sales Tax	\$ 7,705,000	\$ -	\$ -	\$ 7,705,000	\$ -	\$ -	\$ -	\$ -
Real Estate Excise Tax	\$ 7,493,350	\$ -	\$ -	\$ 7,493,350	\$ -	\$ -	\$ -	\$ -
Grants, Appro., or Other Sources	\$ 13,139,650	\$ -	\$ -	\$ -	\$ 13,139,650	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 28,338,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,198,350</b>	<b>\$ 13,139,650</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Fiscal

TOTAL FUNDING SOURCES: \$28,338,000

## Notes:

FUTURE FUNDING REQUIREMENTS: \$0



## CAPITAL EQUIPMENT ADDITIONS

## LADDER FIRE TRUCK

CIP Project ID: TBD  
 Department: Fire  
 Project Status: Other  
 Project Location: Snoqualmie Fire Station  
 Project Contact: Mark Correria

Previously Spent: \$0  
 Current Project Budget: \$1,500,000  
 Original Budget at CIP Inception: \$0  
 Contact Email: [mcorreira@snoqualmiewa.gov](mailto:mcorreira@snoqualmiewa.gov)

Years Project in CIP: 0

## Project Description:

A Ladder Truck is a piece of fire apparatus used by the fire department to access a building's upper floors or roof or to reach people at risk in hard-to-access areas. This apparatus is a toolbox for the firefighters and would include an aerial ladder (85' or 100'), ground ladders, a water tank, a pump, and a generator for power. The Department is requesting this apparatus because of the changing landscape of the community and because the closest aerial ladder responds from Issaquah and Bellevue or Redmond. Up until 2019 the City received a ladder truck from North Bend.

## Community Impact:

The City would continue to be at greater risk if this apparatus was not purchased. The WA State Rating Bureau recommends the City have a ladder truck if five (5) of its buildings are greater than 3-stories (35') or have a fire flow greater than 4,000 GPM. We would also receive additional fire protection credit from the Rating Bureau. Recognized standards recommend having a ladder truck within 4.9 minutes to 10 minutes away. Our closest ladder truck is 17 minutes to 27 minutes away.

## Photo or Map:



## Operating Impact:

Operating impact with this additional apparatus would be increased cost of training for the firefighters, replacement costs, ladder testing and maintenance costs.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Manage	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	100%	\$ 1,500,000	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 1,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**TOTAL PROJECT BUDGET: \$1,500,000**

**TOTAL OPERATING BUDGET: \$0**

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Sales Tax	\$ 1,500,000	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 1,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Fiscal

**TOTAL FUNDING SOURCES: \$1,500,000**

## Notes:

**FUTURE FUNDING REQUIREMENTS: \$0**



## UTILITIES CAPITAL PROJECT OR PROGRAM

## UTILITY MAIN &amp; DRAINAGE SYSTEM REPLACEMENT PROGRAM

CIP Project ID: TBD  
 Department: Utilities  
 Project Status: Other  
 Project Location: Multiple Locations  
 Project Contact: Jeff Hamlin

Current Program Budget: **\$12,763,000**

Years Project in CIP: Ongoing Capital Program

Contact Email: [jhamlin@snoqualmiewa.gov](mailto:jhamlin@snoqualmiewa.gov)

## Project Description:

This program replaces existing water mains, sewer mains, and storm drainage systems that have reached or exceeded their useful life with new pipe. This program will also include improvements to streets consistent with City of Snoqualmie adopted standards. The exact location of work will be determined separately by Council on at least a biennial basis.

## Photo or Map:



## Community Impact:

As with most utility infrastructure projects and programs, this program will largely be invisible to ratepayers. However, improved street conditions will result from any below-grade utility main improvements. Most importantly, residents will continue to receive quality service while avoiding the potential corrosion and deterioration that arises when aging mains and drainage systems operate past the end of their useful life.

## Operating Impact:

This program will reduce the number of unanticipated repairs needed in the event that a main breaks. Because these breaks are unpredictable, no reduction to the operating budget has been recorded.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	This capital program is anticipated to continue indefinitely into the future.
Design	9%	\$ 1,156,787	\$ 91,398	\$ 197,520	\$ 202,580	\$ 207,229	\$ 217,169	\$ 240,891	
Construction	60%	\$ 7,711,915	\$ 609,321	\$ 1,316,799	\$ 1,350,536	\$ 1,381,525	\$ 1,447,794	\$ 1,605,940	
Const. Manage	9%	\$ 1,156,787	\$ 91,398	\$ 197,520	\$ 202,580	\$ 207,229	\$ 217,169	\$ 240,891	
Contingency	12%	\$ 1,542,383	\$ 121,864	\$ 263,360	\$ 270,107	\$ 276,305	\$ 289,559	\$ 321,188	
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Labor	6%	\$ 809,532	\$ 42,552	\$ 92,962	\$ 110,669	\$ 137,637	\$ 227,919	\$ 197,793	
Other	3%	\$ 385,596	\$ 30,466	\$ 65,840	\$ 67,527	\$ 69,076	\$ 72,390	\$ 80,297	
<b>TOTAL</b>	<b>100%</b>	<b>\$ 12,763,000</b>	<b>\$ 987,000</b>	<b>\$ 2,134,000</b>	<b>\$ 2,204,000</b>	<b>\$ 2,279,000</b>	<b>\$ 2,472,000</b>	<b>\$ 2,687,000</b>	
Operating		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

TOTAL PROJECT BUDGET: **\$12,763,000**TOTAL OPERATING BUDGET: **\$0**

## Anticipated Funding Mix:

Source	Total Sources	2023	2024	2025	2026	2027	2028
Utility Fees ("Rates")	\$ 12,763,000	\$ 987,000	\$ 2,134,000	\$ 2,204,000	\$ 2,279,000	\$ 2,472,000	\$ 2,687,000
<b>TOTAL</b>	<b>\$ 12,763,000</b>	<b>\$ 987,000</b>	<b>\$ 2,134,000</b>	<b>\$ 2,204,000</b>	<b>\$ 2,279,000</b>	<b>\$ 2,472,000</b>	<b>\$ 2,687,000</b>

## Fiscal

TOTAL FUNDING SOURCES: **\$12,763,000**

## Notes:

FUTURE FUNDING REQUIREMENTS: **\$0**



## STORMWATER CAPITAL PROJECT OR PROGRAM

## URBAN FORESTRY IMPROVEMENT PROGRAM

CIP Project ID: TBD  
 Department: Stormwater  
 Project Status: Other  
 Project Location: Multiple Locations  
 Project Contact: Phil Bennett

Current Program Budget: **\$1,610,000**

Years Project in CIP: Ongoing Capital Program

Contact Email: [pbennett@snoqualmiewa.gov](mailto:pbennett@snoqualmiewa.gov)

## Project Description:

This program provides for care and maintenance of the urban forest, including street trees that show visible signs of damage, infestation, and other stressors. This program will improve conditions for the urban forest, improve stormwater treatment, and reduce cost of future street tree management and replacements.

## Photo or Map:



## Community Impact:

The intent of this program is to provide residents with a healthy urban forest consistent with Policy 7.4.5 of the Comprehensive Plan and Urban Forest Strategic Plan. A healthy urban forest has enormous ecological value; helping with the retention of stormwater and reducing the need to build costly infrastructure to manage runoff. Healthy street trees help to improve water quality which can reduce the negative impacts of pollution on ecosystems downstream.

## Operating Impact:

This project is not expected to significantly impact the operating budget.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	This capital program is anticipated to continue indefinitely into the future.
Design	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Construction	85%	\$ 1,372,070	\$ 183,544	\$ 206,088	\$ 222,767	\$ 239,200	\$ 248,412	\$ 272,059	
Const. Manage	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Contingency	4%	\$ 68,604	\$ 9,177	\$ 10,304	\$ 11,138	\$ 11,960	\$ 12,421	\$ 13,603	
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Labor	6%	\$ 100,723	\$ 9,102	\$ 10,303	\$ 12,956	\$ 16,880	\$ 27,747	\$ 23,735	
Other	4%	\$ 68,604	\$ 9,177	\$ 10,304	\$ 11,138	\$ 11,960	\$ 12,421	\$ 13,603	
<b>TOTAL</b>	<b>100%</b>	<b>\$ 1,610,000</b>	<b>\$ 211,000</b>	<b>\$ 237,000</b>	<b>\$ 258,000</b>	<b>\$ 280,000</b>	<b>\$ 301,000</b>	<b>\$ 323,000</b>	
Operating		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

TOTAL PROJECT BUDGET: **\$1,610,000**TOTAL OPERATING BUDGET: **\$0**

## Anticipated Funding Mix:

Source	Total Sources	2023	2024	2025	2026	2027	2028
Utility Fees ("Rates")	\$ 1,610,000	\$ 211,000	\$ 237,000	\$ 258,000	\$ 280,000	\$ 301,000	\$ 323,000
<b>TOTAL</b>	<b>\$ 1,610,000</b>	<b>\$ 211,000</b>	<b>\$ 237,000</b>	<b>\$ 258,000</b>	<b>\$ 280,000</b>	<b>\$ 301,000</b>	<b>\$ 323,000</b>

## Fiscal

TOTAL FUNDING SOURCES: **\$1,610,000**

## Notes:

FUTURE FUNDING REQUIREMENTS: **\$0**



## STORMWATER CAPITAL PROJECT OR PROGRAM

## STORMWATER POND IMPROVEMENT PROGRAM

**CIP Project ID:** TBD  
**Department:** Stormwater  
**Project Status:** Other  
**Project Location:** Multiple Locations  
**Project Contact:** Jeff Hamlin

**Current Program Budget:** \$354,000

**Years Project in CIP:** Ongoing Capital Program

**Contact Email:** [jhamlin@snoqualmiewa.gov](mailto:jhamlin@snoqualmiewa.gov)

**Project Description:**

The City of Snoqualmie has over 60 stormwater treatment pond facilities that require routine maintenance on an annual basis. Beyond routine maintenance, additional activities are needed on a less frequent but recurring basis, including fencing repair/replacement, sediment removal, flow control structure repairs, access roads, etc. This program provides for these exceptional maintenance activities.

**Photo or Map:****Community Impact:**

Stormwater ponds protect rivers and streams by removing pollutants from stormwater runoff and attenuating flows that cause erosion and scour in receiving streams. Proper pond maintenance ensures continued protection of the natural environment, reduces remediation costs to receiving facilities, and provides for continued compliance with State and Federal NPDES permit requirements.

**Operating Impact:**

Provides consistent funding source for stormwater pond improvements beyond routine maintenance activity; not expected to create significant impacts to the budget.

**Budget:**

Project Activities	% of Budg.	Total Activity Budget	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	This capital program is anticipated to continue indefinitely into the future.
Design	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Construction	85%	\$ 302,039	\$ 46,113	\$ 48,695	\$ 50,077	\$ 51,240	\$ 51,138	\$ 54,775	
Const. Manage	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Contingency	4%	\$ 15,102	\$ 2,306	\$ 2,435	\$ 2,504	\$ 2,562	\$ 2,557	\$ 2,739	
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Labor	6%	\$ 21,757	\$ 2,276	\$ 2,435	\$ 2,915	\$ 3,636	\$ 5,748	\$ 4,747	
Other	4%	\$ 15,102	\$ 2,306	\$ 2,435	\$ 2,504	\$ 2,562	\$ 2,557	\$ 2,739	
<b>TOTAL</b>	<b>100%</b>	<b>\$ 354,000</b>	<b>\$ 53,000</b>	<b>\$ 56,000</b>	<b>\$ 58,000</b>	<b>\$ 60,000</b>	<b>\$ 62,000</b>	<b>\$ 65,000</b>	
Operating		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

**TOTAL PROJECT BUDGET:** \$354,000

**TOTAL OPERATING BUDGET:** \$0

**Anticipated Funding Mix:**

Source	Total Sources	2023	2024	2025	2026	2027	2028
Utility Fees ("Rates")	\$ 354,000	\$ 53,000	\$ 56,000	\$ 58,000	\$ 60,000	\$ 62,000	\$ 65,000
<b>TOTAL</b>	<b>\$ 354,000</b>	<b>\$ 53,000</b>	<b>\$ 56,000</b>	<b>\$ 58,000</b>	<b>\$ 60,000</b>	<b>\$ 62,000</b>	<b>\$ 65,000</b>

**Fiscal**

**TOTAL FUNDING SOURCES:** \$354,000

**Notes:**

**FUTURE FUNDING REQUIREMENTS:** \$0



## WATER CAPITAL PROJECT OR PROGRAM

## PRESSURE ZONE CONVERSIONS PROJECT

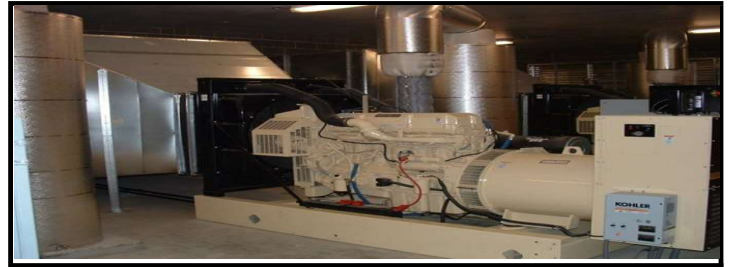
CIP Project ID: TBD  
 Department: Water  
 Project Status: Pre-Design  
 Project Location: Multiple Locations  
 Project Contact: Jeff Hamlin

Previously Spent: \$0  
 Current Project Budget: \$231,000  
 Original Budget at CIP Inception: \$213,847  
 Years Project in CIP: 1  
 Contact Email: [jhamlin@snoqualmiewa.gov](mailto:jhamlin@snoqualmiewa.gov)

## Project Description:

This project will install a new Pressure Reducing Valve (PRV), supplying water from the 705 Zone to the 599 Zone, in the vicinity of the Water Reclamation Facility to supply existing customers with high service pressure. Furthermore, this project will adjust the discharge pressure setpoint of the 1180 Zone pumps to reduce the high pressures experienced in the zone.

## Photo or Map:



## Community Impact:

Some service connections in the 705 Zone and 1180 Zone experience pressures greater than 80 pounds per square inch (PSI). The intent of this project is to reduce the high pressures in these zones while maintaining pressures of at least 40 PSI at the highest elevation under peak hour demands (PHD).

## Operating Impact:

A slight reduction in operating cost is anticipated by reduced maintenance and need for manual adjustments to system pressure at certain times of the year.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	11%	\$ 25,829	\$ -	\$ -	\$ 25,829	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	60%	\$ 138,388	\$ -	\$ -	\$ -	\$ 138,388	\$ -	\$ -	\$ -	\$ -
Const. Manage	9%	\$ 20,758	\$ -	\$ -	\$ -	\$ 20,758	\$ -	\$ -	\$ -	\$ -
Contingency	12%	\$ 27,678	\$ -	\$ -	\$ -	\$ 27,678	\$ -	\$ -	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	5%	\$ 11,428	\$ -	\$ -	\$ 1,171	\$ 10,257	\$ -	\$ -	\$ -	\$ -
Other	3%	\$ 6,919	\$ -	\$ -	\$ -	\$ 6,919	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 231,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 27,000</b>	<b>\$ 204,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL PROJECT BUDGET: \$231,000

TOTAL OPERATING BUDGET: \$0

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Utility Fees ("Rates")	\$ 231,000	\$ -	\$ -	\$ 27,000	\$ 204,000	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 231,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 27,000</b>	<b>\$ 204,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Fiscal Notes: This project covers PZ3 and PZ4 in the preliminary Water System Plan.

TOTAL FUNDING SOURCES: \$231,000  
 FUTURE FUNDING REQUIREMENTS: \$0



## WATER CAPITAL PROJECT OR PROGRAM

## PRESSURE REDUCTING VALVE (PRV) STATIONS PROJECT

CIP Project ID: TBD  
 Department: Water  
 Project Status: Pre-Design  
 Project Location: Multiple Locations  
 Project Contact: Jeff Hamlin

Previously Spent: \$0  
 Current Project Budget: \$321,000  
 Original Budget at CIP Inception: \$300,741

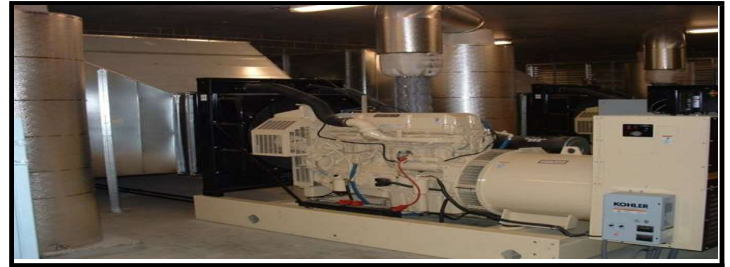
Years Project in CIP: 1

Contact Email: [jhamlin@snoqualmiewa.gov](mailto:jhamlin@snoqualmiewa.gov)

## Project Description:

This project will implement a solution to monitor flow rate and pressure at the Reinig Road PRV Station, adjust the setpoint at the 670 Zone PRV, and install a new PRV station near the intersection of Raines Ave. SE and SE Terrace St. Furthermore, this project will conduct studies to evaluate setpoints for the Reinig Road PRV Station, to adequately supply the 599 Zone and improve the operation of the 599 Reservoir, and examine the recirculation of water through a number of PRV stations and adjust the setpoints and/or include additional functionality.

## Photo or Map:



## Community Impact:

The intent of this project to improve various low and high pressure problems, available fire flow, and system redundancy.

## Operating Impact:

A slight reduction in operating costs is anticipated by the reduction of maintenance and system pressure adjustments.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	25%	\$ 80,359	\$ -	\$ 80,359	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	50%	\$ 161,926	\$ -	\$ -	\$ 161,926	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Manage	8%	\$ 24,289	\$ -	\$ -	\$ 24,289	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	10%	\$ 32,385	\$ -	\$ -	\$ 32,385	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	4%	\$ 13,944	\$ -	\$ 3,641	\$ 10,303	\$ -	\$ -	\$ -	\$ -	\$ -
Other	3%	\$ 8,096	\$ -	\$ -	\$ 8,096	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 321,000</b>	<b>\$ -</b>	<b>\$ 84,000</b>	<b>\$ 237,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL PROJECT BUDGET: \$321,000

TOTAL OPERATING BUDGET: \$0

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Utility Fees ("Rates")	\$ 321,000	\$ -	\$ 84,000	\$ 237,000	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 321,000</b>	<b>\$ -</b>	<b>\$ 84,000</b>	<b>\$ 237,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Fiscal Notes:

This project covers PZ1, PZ2, PRV1 - PRV3 in the preliminary Water System Plan.

TOTAL FUNDING SOURCES: \$321,000  
 FUTURE FUNDING REQUIREMENTS: \$0



## WATER CAPITAL PROJECT OR PROGRAM

## 1040 ZONE BOOSTER PUMP STATION (BPS) IMPROVEMENT PROJECT

CIP Project ID: TBD  
 Department: Water  
 Project Status: Pre-Design  
 Project Location: 1040 Zone  
 Project Contact: Jeff Hamlin

Previously Spent: \$0  
 Current Project Budget: \$432,000  
 Original Budget at CIP Inception: \$401,700  
 Years Project in CIP: 1  
 Contact Email: [jhamlin@snoqualmiewa.gov](mailto:jhamlin@snoqualmiewa.gov)

## Project Description:

This project will add a fifth 625 gallons per minute (GPM) pump in the 1040 Booster Pump Station (BPS). This project will also complete minor piping improvements and add a new telemetry cabinet.

## Photo or Map:



## Community Impact:

The intent of this project is to ensure that the City of Snoqualmie can handle the supply requirements of the 1040 Zone as it approaches the maximum capacity of the 1040 Booster Pump Station.

## Operating Impact:

This project is not expected to impact the operating budget.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	8%	\$ 36,362	\$ -	\$ 36,362	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	62%	\$ 269,185	\$ -	\$ -	\$ 269,185	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Manage	9%	\$ 40,378	\$ -	\$ -	\$ 40,378	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	12%	\$ 53,837	\$ -	\$ -	\$ 53,837	\$ -	\$ -	\$ -	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	4%	\$ 18,779	\$ -	\$ 1,638	\$ 17,141	\$ -	\$ -	\$ -	\$ -	\$ -
Other	3%	\$ 13,459	\$ -	\$ -	\$ 13,459	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 432,000</b>	<b>\$ -</b>	<b>\$ 38,000</b>	<b>\$ 394,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL PROJECT BUDGET: \$432,000

TOTAL OPERATING BUDGET: \$0

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Utility Fees ("Rates")	\$ 432,000	\$ -	\$ 38,000	\$ 394,000	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 432,000</b>	<b>\$ -</b>	<b>\$ 38,000</b>	<b>\$ 394,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Fiscal Notes: This project covers F1 in the preliminary Water System Plan.

TOTAL FUNDING SOURCES: \$432,000  
 FUTURE FUNDING REQUIREMENTS: \$0



## WATER CAPITAL PROJECT OR PROGRAM

## 705 ZONE BOOSTER PUMP STATION (BPS) IMPROVEMENT PROJECT

CIP Project ID: TBD  
 Department: Water  
 Project Status: Pre-Design  
 Project Location: 705 Zone  
 Project Contact: Jeff Hamlin

Previously Spent: \$0  
 Current Project Budget: \$575,000  
 Original Budget at CIP Inception: \$533,266  
 Years Project in CIP: 1  
 Contact Email: [jhamlin@snoqualmiewa.gov](mailto:jhamlin@snoqualmiewa.gov)

## Project Description:

This project will retrofit two existing fixed speed pumps with variable frequency drives (VFDs) and add an additional pump to 705 Booster Pump Station.

## Photo or Map:



## Community Impact:

The intent of this project is to improve control over the operation of fixed speed pumps and increase the handling capacity of the 705 Booster Pump Station.

## Operating Impact:

This project is not expected to impact the operating budget.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	9%	\$ 51,301	\$ -	\$ -	\$ -	\$ 51,301	\$ -	\$ -	\$ -	\$ -
Construction	61%	\$ 349,698	\$ -	\$ -	\$ -	\$ -	\$ 349,698	\$ -	\$ -	\$ -
Const. Manage	9%	\$ 52,455	\$ -	\$ -	\$ -	\$ -	\$ 52,455	\$ -	\$ -	\$ -
Contingency	12%	\$ 69,940	\$ -	\$ -	\$ -	\$ -	\$ 69,940	\$ -	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	6%	\$ 34,122	\$ -	\$ -	\$ -	\$ 2,699	\$ 31,423	\$ -	\$ -	\$ -
Other	3%	\$ 17,485	\$ -	\$ -	\$ -	\$ -	\$ 17,485	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 575,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 54,000</b>	<b>\$ 521,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL PROJECT BUDGET: \$575,000

TOTAL OPERATING BUDGET: \$0

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Utility Fees ("Rates")	\$ 575,000	\$ -	\$ -	\$ -	\$ 54,000	\$ 521,000	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 575,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 54,000</b>	<b>\$ 521,000</b>	<b>\$ -</b>	<b>\$ -</b>

Fiscal Notes: This project covers F8 and F9 in the preliminary Water System Plan.

TOTAL FUNDING SOURCES: \$575,000  
 FUTURE FUNDING REQUIREMENTS: \$0



## WATER CAPITAL PROJECT OR PROGRAM

## SOUTH WELLFIELD IMPROVEMENT PROJECT

CIP Project ID: TBD  
 Department: Water  
 Project Status: Pre-Design  
 Project Location: South Wellfield  
 Project Contact: Jeff Hamlin

Previously Spent: \$0  
 Current Project Budget: \$2,858,000  
 Original Budget at CIP Inception: \$2,657,481

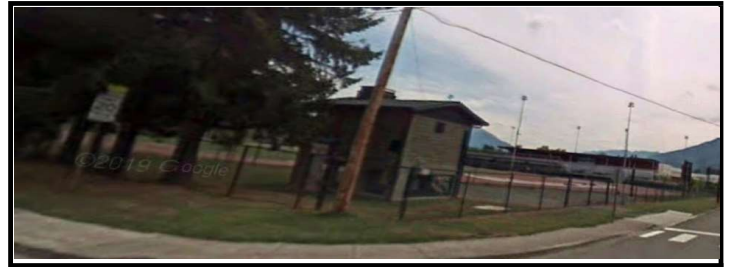
Years Project in CIP: 1

Contact Email: [jhamlin@snoqualmiewa.gov](mailto:jhamlin@snoqualmiewa.gov)

## Project Description:

This project will install variable frequency drives (VFDs) for Well No. 1 and No. 2, install a breakpoint chlorination reaction time pipeline, replace the existing on-site sodium hypochlorite generator unit, and install a permanent engine generator with an automatic transfer switch (ATS) to provide auxiliary power to the South Wellfield and Treatment Plant.

## Photo or Map:



## Community Impact:

The intent of this project is to improve the control and operating efficiency of the South Wellfield. More specifically, this project will minimize taste and odor impacts to customers from elevated concentrations of minerals, replace aging parts that are difficult to source, and reduce the volume of standby storage required for the 599 Zone.

## Operating Impact:

This project is not expected to impact the operating budget.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	9%	\$ 245,044	\$ -	\$ -	\$ -	\$ 245,044	\$ -	\$ -	\$ -	\$ -
Construction	61%	\$ 1,745,011	\$ -	\$ -	\$ -	\$ -	\$ 1,745,011	\$ -	\$ -	\$ -
Const. Manage	9%	\$ 261,752	\$ -	\$ -	\$ -	\$ -	\$ 261,752	\$ -	\$ -	\$ -
Contingency	12%	\$ 349,002	\$ -	\$ -	\$ -	\$ -	\$ 349,002	\$ -	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	6%	\$ 169,940	\$ -	\$ -	\$ -	\$ 12,956	\$ 156,984	\$ -	\$ -	\$ -
Other	3%	\$ 87,251	\$ -	\$ -	\$ -	\$ -	\$ 87,251	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 2,858,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 258,000</b>	<b>\$ 2,600,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL PROJECT BUDGET: \$2,858,000

TOTAL OPERATING BUDGET: \$0

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Utility Fees ("Rates")	\$ 2,858,000	\$ -	\$ -	\$ -	\$ 258,000	\$ 2,600,000	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 2,858,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 258,000</b>	<b>\$ 2,600,000</b>	<b>\$ -</b>	<b>\$ -</b>

## Fiscal

This project covers F2, and F4 - F6 in the preliminary Water System Plan.

TOTAL FUNDING SOURCES: \$2,858,000

## Notes:

FUTURE FUNDING REQUIREMENTS: \$0



## WATER CAPITAL PROJECT OR PROGRAM

## 1040 ZONE RESERVOIR ADDITION PROJECT

CIP Project ID: TBD  
 Department: Water  
 Project Status: Pre-Design  
 Project Location: 1040 Zone  
 Project Contact: Jeff Hamlin

Previously Spent: \$0  
 Current Project Budget: \$5,432,000  
 Original Budget at CIP Inception: \$5,574,582

Years Project in CIP: 1

Contact Email: [jhamlin@snoqualmiewa.gov](mailto:jhamlin@snoqualmiewa.gov)

## Project Description:

This project will construct a 1.8 MG reservoir in the 1040 Zone, adjacent to the two existing reservoirs. Moreover, this project will retrofit the valve vaults in the current reservoirs with a drain system or sump pump to reduce the required maintenance effort.

## Photo or Map:



## Community Impact:

The intent of this project is to ensure that Snoqualmie Ridge pressure zones have sufficient storage capacity for the 20-year planning period and that the existing reservoirs can operate more efficiently and with less maintenance effort.

## Operating Impact:

This project is not expected to impact the operating budget.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	8%	\$ 413,221	\$ -	\$ 36,362	\$ 376,859	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	61%	\$ 3,308,646	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,308,646	\$ -
Const. Manage	9%	\$ 496,297	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 496,297	\$ -
Contingency	12%	\$ 661,729	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 661,729	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	7%	\$ 386,674	\$ -	\$ 1,638	\$ 17,141	\$ -	\$ -	\$ -	\$ 367,895	\$ -
Other	3%	\$ 165,432	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 165,432	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 5,432,000</b>	<b>\$ -</b>	<b>\$ 38,000</b>	<b>\$ 394,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000,000</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**TOTAL PROJECT BUDGET: \$5,432,000**

**TOTAL OPERATING BUDGET: \$0**

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Utility Fees ("Rates")	\$ 5,432,000	\$ -	\$ 38,000	\$ 394,000	\$ -	\$ -	\$ -	\$ 5,000,000
<b>TOTAL</b>	<b>\$ 5,432,000</b>	<b>\$ -</b>	<b>\$ 38,000</b>	<b>\$ 394,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000,000</b>

**Fiscal Notes:** This project covers F10 and F13 in the preliminary Water System Plan.

**TOTAL FUNDING SOURCES: \$5,432,000**

**FUTURE FUNDING REQUIREMENTS: \$0**



## WATER CAPITAL PROJECT OR PROGRAM

## CANYON SPRINGS IMPROVEMENT PROJECT

CIP Project ID: TBD  
 Department: Water  
 Project Status: Pre-Design  
 Project Location: Canyon Springs  
 Project Contact: Jeff Hamlin

Previously Spent: \$0  
 Current Project Budget: \$1,253,000  
 Original Budget at CIP Inception: \$0  
 Contact Email: [jhamlin@snoqualmiewa.gov](mailto:jhamlin@snoqualmiewa.gov)

Years Project in CIP: 0

## Project Description:

The spring collector boxes and access trail to Canyon Springs have degraded since it was last serviced in the early 1980s. Erosion and slope failures threaten the spring collectors and transmission pipe. Repairs are necessary to provide for the long term operation of this critical water source.

## Photo or Map:



## Community Impact:

Slope stabilization efforts will be required along the transmission main within 10 years. The access trail requires attention to address slope erosion issues and to provide for maintenance access. The spring collector boxes require maintenance to provide for long-term operation. The City is also considering a booster pump for the transmission main to provide for potential increased water supply, contingent on procurement of increased water right from the spring source.

## Operating Impact:

This project is not expected to impact the operating budget.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	9%	\$ 112,338	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 112,338	\$ -
Construction	60%	\$ 748,921	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 748,921	\$ -
Const. Manage	9%	\$ 112,338	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 112,338	\$ -
Contingency	12%	\$ 149,784	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 149,784	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	7%	\$ 92,172	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 92,172	\$ -
Other	3%	\$ 37,446	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,446	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 1,253,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,253,000</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL PROJECT BUDGET: \$1,253,000

TOTAL OPERATING BUDGET: \$0

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Utility Fees ("Rates")	\$ 1,253,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,253,000
<b>TOTAL</b>	<b>\$ 1,253,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,253,000</b>

## Fiscal

This project covers F10 and F13 in the preliminary Water System Plan.

TOTAL FUNDING SOURCES: \$1,253,000

## Notes:

FUTURE FUNDING REQUIREMENTS: \$0



## SEWER CAPITAL PROJECT OR PROGRAM

## RAILROAD PL. LIFT STATION IMPROVEMENT PROJECT

CIP Project ID: SWR19002CIP

Previously Spent: \$879,380

Department: Sewer

Current Project Budget: \$985,380

Project Status: Construction

Original Budget at CIP Inception: \$234,674

Project Location: Railroad Place Lift Station

Years Project in CIP: 5

Project Contact: Jeff Hamlin

Contact Email: [jhamlin@snoqualmiewa.gov](mailto:jhamlin@snoqualmiewa.gov)

## Project Description:

This project will upgrade essential components of the Railroad Pl. Lift Station and upsize an existing force main with a 12" diameter force main. Run time and flow meter data indicates that the station runs continuously for multiple hours during peak non-flood flows. Based on the results of modeling, it is estimated that flows to this lift station will reach 1,975 gallons per minute (gpm), and this project accounts for those future growth projections.

## Photo or Map:



## Community Impact:

Based on results of system modeling, it is estimated that the flow to this lift station over the next decade will exceed its current capacity. Lift station improvements will provide additional capacity to address mandated growth projections for the downtown area.

## Operating Impact:

This project is not expected to impact the operating budget.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	15%	\$ 147,791	\$ 147,791	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	82%	\$ 812,397	\$ 710,908	\$ 101,489	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Manage	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	2%	\$ 24,511	\$ 20,000	\$ 4,511	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	0%	\$ 681	\$ 681	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 985,380</b>	<b>\$ 879,380</b>	<b>\$ 106,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL PROJECT BUDGET: \$985,380

TOTAL OPERATING BUDGET: \$0

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Utility Fees ("Rates")	\$ 985,380	\$ 879,380	\$ 106,000	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 985,380</b>	<b>\$ 879,380</b>	<b>\$ 106,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Fiscal

This project covers WW3 in the General Sewer Plan.

TOTAL FUNDING SOURCES: \$985,380

## Notes:

FUTURE FUNDING REQUIREMENTS: \$0



## SEWER CAPITAL PROJECT OR PROGRAM

## EAGLE LAKE WATER RECLAMATION BASIN IMPROVEMENT PROJECT

CIP Project ID: TBD  
 Department: Sewer  
 Project Status: Pre-Design  
 Project Location: Eagle Lake  
 Project Contact: Jeff Hamlin

Previously Spent: \$0  
 Current Project Budget: \$3,332,000  
 Original Budget at CIP Inception: \$0

Years Project in CIP: 0

Contact Email: [jhamlin@snoqualmiewa.gov](mailto:jhamlin@snoqualmiewa.gov)

## Project Description:

This project will address Department of Ecology regulatory changes for managing reclaimed water. A planning effort will be coordinated with Department of Ecology to determine a reasonable solution, followed by design and construction of a facility to store or treat the irrigation water prior to use.

## Photo or Map:



## Community Impact:

Because of the unique characteristics of Snoqualmie's Reclaimed Water System, the Department of Ecology's recently adopted "Reclaimed Water Rule" is difficult to apply. Reasonable solutions may include a reclaimed water reservoir near Eagle Lake or a chlorination system for irrigation water used in public spaces.

## Operating Impact:

This project is not expected to impact the operating budget.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	9%	\$ 307,083	\$ -	\$ 101,449	\$ 205,634	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	61%	\$ 2,034,151	\$ -	\$ -	\$ -	\$ 1,240,161	\$ 793,989	\$ -	\$ -	\$ -
Const. Manage	9%	\$ 305,123	\$ -	\$ -	\$ -	\$ 186,024	\$ 119,098	\$ -	\$ -	\$ -
Contingency	12%	\$ 406,830	\$ -	\$ -	\$ -	\$ 248,032	\$ 158,798	\$ -	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	5%	\$ 177,106	\$ -	\$ 4,551	\$ 9,366	\$ 91,774	\$ 71,415	\$ -	\$ -	\$ -
Other	3%	\$ 101,708	\$ -	\$ -	\$ -	\$ 62,008	\$ 39,699	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 3,332,000</b>	<b>\$ -</b>	<b>\$ 106,000</b>	<b>\$ 215,000</b>	<b>\$ 1,828,000</b>	<b>\$ 1,183,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**TOTAL PROJECT BUDGET: \$3,332,000**

**TOTAL OPERATING BUDGET: \$0**

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Utility Fees ("Rates")	\$ 3,332,000	\$ -	\$ 106,000	\$ 215,000	\$ 1,828,000	\$ 1,183,000	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 3,332,000</b>	<b>\$ -</b>	<b>\$ 106,000</b>	<b>\$ 215,000</b>	<b>\$ 1,828,000</b>	<b>\$ 1,183,000</b>	<b>\$ -</b>	<b>\$ -</b>

## Fiscal

**TOTAL FUNDING SOURCES: \$3,332,000**

## Notes:

**FUTURE FUNDING REQUIREMENTS: \$0**



## STORMWATER CAPITAL PROJECT OR PROGRAM

## SR 202 DRAINAGE IMPROVEMENT PROJECT

<b>CIP Project ID:</b>	TBD	<b>Previously Spent:</b>	\$0
<b>Department:</b>	Stormwater	<b>Current Project Budget:</b>	\$2,618,000
<b>Project Status:</b>	Pre-Design	<b>Original Budget at CIP Inception:</b>	\$2,434,944
<b>Project Location:</b>	SR 202 (Railroad Avenue SE)	<b>Years Project in CIP:</b>	1
<b>Project Contact:</b>	Jeff Hamlin	<b>Contact Email:</b>	jhamlin@snoqualmiewa.gov

## Project Description:

This project will, on the east shoulder of SR 202 between Northern St. and SE Fir St., either regrade the shoulder or add a new pipe connecting to an existing outfall. Moreover, this project will on the east side of Railroad Ave. SE regrade or add a pipe next to the railroad tracks. Finally, on Railroad Ave. SE at Newton St., this project will either replace or upsize existing culverts and storm drains along a current or new alignment.

## Photo or Map:



## Community Impact:

The intent of this project is to fix nuisance ponding and localized flooding in depressions next to SR 202 (Railroad Ave. SE) due to the lack of conveyance piping.

## Operating Impact:

This project is not expected to significantly impact the operating budget.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	9%	\$ 238,935	\$ -	\$ -	\$ -	\$ 81,986	\$ 156,948	\$ -	\$ -	\$ -
Construction	61%	\$ 1,592,897	\$ -	\$ -	\$ -	\$ 546,575	\$ 1,046,321	\$ -	\$ -	\$ -
Const. Manage	9%	\$ 238,935	\$ -	\$ -	\$ -	\$ 81,986	\$ 156,948	\$ -	\$ -	\$ -
Contingency	12%	\$ 318,579	\$ -	\$ -	\$ -	\$ 109,315	\$ 209,264	\$ -	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	6%	\$ 149,010	\$ -	\$ -	\$ -	\$ 44,808	\$ 104,202	\$ -	\$ -	\$ -
Other	3%	\$ 79,645	\$ -	\$ -	\$ -	\$ 27,329	\$ 52,316	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 2,618,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 892,000</b>	<b>\$ 1,726,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL PROJECT BUDGET: \$2,618,000

TOTAL OPERATING BUDGET: \$0

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Utility Fees ("Rates")	\$ 2,618,000	\$ -	\$ -	\$ -	\$ 892,000	\$ 1,726,000	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 2,618,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 892,000</b>	<b>\$ 1,726,000</b>	<b>\$ -</b>	<b>\$ -</b>

**Fiscal Notes:** This project covers DR2 - DR4 in the preliminary Stormwater Management Plan.

TOTAL FUNDING SOURCES: \$2,618,000

FUTURE FUNDING REQUIREMENTS: \$0



## STORMWATER CAPITAL PROJECT OR PROGRAM

## LEITZ STREET DRAINAGE IMPROVEMENT PROJECT

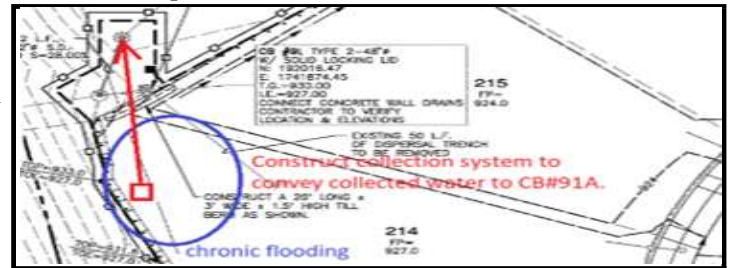
CIP Project ID: TBD  
 Department: Stormwater  
 Project Status: Pre-Design  
 Project Location: Leitz Street  
 Project Contact: Jeff Hamlin

Previously Spent: \$0  
 Current Project Budget: \$132,000  
 Original Budget at CIP Inception: \$100,531  
 Years Project in CIP: 1  
 Contact Email: [jhamlin@snoqualmiewa.gov](mailto:jhamlin@snoqualmiewa.gov)

## Project Description:

Flooding is frequently observed near the rear of the lot at 34618 SE Leitz Street. The cause of flooding is suspected to be deficient drain tiles in a segmental retaining wall system located at the property line. This project will construct a new Type I catch basin and convey the water approximately 50 feet via a pipe to an existing Type II stormwater structure.

## Photo or Map:



## Community Impact:

The intent of this project is to remediate the nuisance ponding and highly localized flooding that occurs near SE Leitz Street.

## Operating Impact:

This project is not expected to significantly impact the operating budget.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	9%	\$ 12,001	\$ -	\$ -	\$ -	\$ -	\$ 12,001	\$ -	\$ -	\$ -
Construction	61%	\$ 80,009	\$ -	\$ -	\$ -	\$ -	\$ 80,009	\$ -	\$ -	\$ -
Const. Manage	9%	\$ 12,001	\$ -	\$ -	\$ -	\$ -	\$ 12,001	\$ -	\$ -	\$ -
Contingency	12%	\$ 16,002	\$ -	\$ -	\$ -	\$ -	\$ 16,002	\$ -	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	6%	\$ 7,986	\$ -	\$ -	\$ -	\$ -	\$ 7,986	\$ -	\$ -	\$ -
Other	3%	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 132,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 132,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL PROJECT BUDGET: \$132,000

TOTAL OPERATING BUDGET: \$0

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Utility Fees ("Rates")	\$ 132,000	\$ -	\$ -	\$ -	\$ -	\$ 132,000	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 132,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 132,000</b>	<b>\$ -</b>	<b>\$ -</b>

Fiscal Notes: This project covers DR5 in the preliminary Stormwater Management Plan.

TOTAL FUNDING SOURCES: \$132,000  
 FUTURE FUNDING REQUIREMENTS: \$0



## STORMWATER CAPITAL PROJECT OR PROGRAM

## RIDGE STREET DRAINAGE IMPROVEMENT PROJECT

CIP Project ID: TBD  
 Department: Stormwater  
 Project Status: Pre-Design  
 Project Location: Ridge Street  
 Project Contact: Jeff Hamlin

Previously Spent: \$0  
 Current Project Budget: \$336,000  
 Original Budget at CIP Inception: \$269,204  
 Years Project in CIP: 1  
 Contact Email: [jhamlin@snoqualmiewa.gov](mailto:jhamlin@snoqualmiewa.gov)

## Project Description:

This project will repair/restore 280 foot long, 18" storm drain pipe that currently discharges to Eagle Lake. The current storm drain pipe has been penetrated by tree roots resulting in a jammed and crushed pipe. It is expected that this will require digging up and replacing the pipe at the catch basin, cleaning out any roots in the pipe, and restoring the work area.

## Photo or Map:



## Community Impact:

The intent of this project is to restore the proper flow of stormwater to Eagle Lake.

## Operating Impact:

This project is not expected to significantly impact the operating budget.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	9%	\$ 30,993	\$ -	\$ -	\$ 15,367	\$ 15,626	\$ -	\$ -	\$ -	\$ -
Construction	61%	\$ 206,618	\$ -	\$ -	\$ 102,444	\$ 104,174	\$ -	\$ -	\$ -	\$ -
Const. Manage	9%	\$ 30,993	\$ -	\$ -	\$ 15,367	\$ 15,626	\$ -	\$ -	\$ -	\$ -
Contingency	12%	\$ 41,324	\$ -	\$ -	\$ 20,489	\$ 20,835	\$ -	\$ -	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	5%	\$ 15,742	\$ -	\$ -	\$ 7,212	\$ 8,530	\$ -	\$ -	\$ -	\$ -
Other	3%	\$ 10,331	\$ -	\$ -	\$ 5,122	\$ 5,209	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 336,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 166,000</b>	<b>\$ 170,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL PROJECT BUDGET: \$336,000

TOTAL OPERATING BUDGET: \$0

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Utility Fees ("Rates")	\$ 336,000	\$ -	\$ -	\$ 166,000	\$ 170,000	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 336,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 166,000</b>	<b>\$ 170,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Fiscal Notes: This project covers DR7 in the preliminary Stormwater Management Plan.

TOTAL FUNDING SOURCES: \$336,000  
 FUTURE FUNDING REQUIREMENTS: \$0



## STORMWATER CAPITAL PROJECT OR PROGRAM

## KIMBALL CREEK RIPARIAN RESTORATION PROJECT

<b>CIP Project ID:</b>	TBD	<b>Previously Spent:</b>	\$0
<b>Department:</b>	Stormwater	<b>Current Project Budget:</b>	\$2,376,000
<b>Project Status:</b>	Analysis	<b>Original Budget at CIP Inception:</b>	\$2,241,926
<b>Project Location:</b>	Kimball Creek Stream Corridor	<b>Years Project in CIP:</b>	1
<b>Project Contact:</b>	Jeff Hamlin	<b>Contact Email:</b>	jhamlin@snoqualmiewa.gov

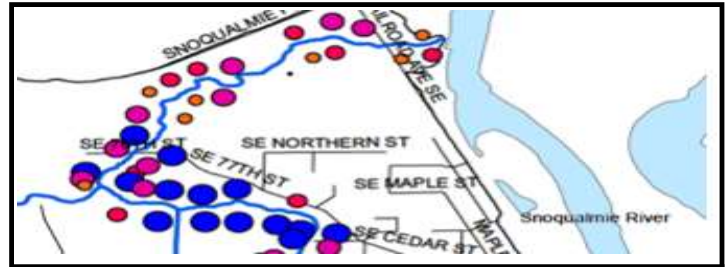
## Project Description:

This project consists of one to two miles of riparian restoration, including planning and stakeholder engagement to identify sites for restoration as well as planting of shade producing trees along creek banks. The restoration planning effort will need to visit these areas to identify which are suitable in terms of land owner participation, shade effect on creeks, abatement of non-native species, implementation of treatment measures, and soil stability. This project is necessary to comply with Dept of Ecology's NPDES Phase 2 permit requirements.

## Community Impact:

The intent of this project is to reduce discharge of pollutants and reduce the water temperature of Kimball Creek which can have negative ecological effects downstream, especially in regard to aquatic organisms. The Snoqualmie River Temperature TMDL (Ecology, 2011) notes that many stretches of the creek between 384th Avenue SE and SE 76th Street are limited in terms of shading by extensive Himalayan blackberry infestations, which will need to be removed as part of the restoration effort.

## Photo or Map:



## Operating Impact:

This project is not expected to impact the operating budget.

## Budget:

Project Activities	% of Budget	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	3%	\$ 75,587	\$ -	\$ 75,587	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	6%	\$ 153,975	\$ -	\$ -	\$ 153,975	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	60%	\$ 1,414,311	\$ -	\$ -	\$ -	\$ 109,216	\$ 721,484	\$ 583,612	\$ -	\$ -
Const. Manage	9%	\$ 212,147	\$ -	\$ -	\$ -	\$ 16,382	\$ 108,223	\$ 87,542	\$ -	\$ -
Contingency	12%	\$ 282,862	\$ -	\$ -	\$ -	\$ 21,843	\$ 144,297	\$ 116,722	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	7%	\$ 166,402	\$ -	\$ 3,413	\$ 7,025	\$ 8,098	\$ 64,923	\$ 82,943	\$ -	\$ -
Other	3%	\$ 70,716	\$ -	\$ -	\$ -	\$ 5,461	\$ 36,074	\$ 29,181	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 2,376,000</b>	<b>\$ -</b>	<b>\$ 79,000</b>	<b>\$ 161,000</b>	<b>\$ 161,000</b>	<b>\$ 1,075,000</b>	<b>\$ 900,000</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL PROJECT BUDGET: \$2,376,000

TOTAL OPERATING BUDGET: \$0

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Utility Fees ("Rates")	\$ 2,376,000	\$ -	\$ 79,000	\$ 161,000	\$ 161,000	\$ 1,075,000	\$ 900,000	\$ -
<b>TOTAL</b>	<b>\$ 2,376,000</b>	<b>\$ -</b>	<b>\$ 79,000</b>	<b>\$ 161,000</b>	<b>\$ 161,000</b>	<b>\$ 1,075,000</b>	<b>\$ 900,000</b>	<b>\$ -</b>

**Fiscal Notes:** This project covers WQ1 in the Stormwater Management Plan.

TOTAL FUNDING SOURCES: \$2,376,000

FUTURE FUNDING REQUIREMENTS: \$0



## STORMWATER CAPITAL PROJECT OR PROGRAM

## SANDY COVE PARK RIVERBANK RESTORE. AND OUTFALL PROJECT

CIP Project ID: STM19003CIP  
 Department: Stormwater  
 Project Status: Design  
 Project Location: Sandy Cove Park  
 Project Contact: Jeff Hamlin

Previously Spent: \$419,364  
 Current Project Budget: \$5,919,364  
 Original Budget at CIP Inception: \$850,000

Years Project in CIP: 5

Contact Email: jhamlin@snoqualmiewa.gov

## Project Description:

This project will stabilize the Snoqualmie River bank and prevent further erosion at Sandy Cove Park. Furthermore, this project will reconstruct the outfall at King Street and Falls Avenue which is undersized.

## Photo or Map:



## Community Impact:

The intent of this project is to stabilize the Snoqualmie River bank, prevent the river from carving a new channel that may in the future endanger important City assets such as SR 202, and protect Sandy Cove Park presently from further erosion. This work is consistent with ongoing plans for the Riverwalk Project.

## Operating Impact:

This project is not expected to impact the operating budget.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	7%	\$ 419,364	\$ 419,364	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	62%	\$ 3,641,281	\$ -	\$ 555,969	\$ 2,074,786	\$ 1,010,526	\$ -	\$ -	\$ -	\$ -
Const. Manage	10%	\$ 601,218	\$ -	\$ -	\$ 311,218	\$ 290,000	\$ -	\$ -	\$ -	\$ -
Contingency	14%	\$ 804,957	\$ -	\$ -	\$ 414,957	\$ 390,000	\$ -	\$ -	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	4%	\$ 251,805	\$ -	\$ 25,031	\$ 132,300	\$ 94,474	\$ -	\$ -	\$ -	\$ -
Other	3%	\$ 200,739	\$ -	\$ -	\$ 103,739	\$ 97,000	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 5,919,364</b>	<b>\$ 419,364</b>	<b>\$ 581,000</b>	<b>\$ 3,037,000</b>	<b>\$ 1,882,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL PROJECT BUDGET: \$5,919,364

TOTAL OPERATING BUDGET: \$0

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Utility Fees ("Rates")	\$ 3,169,364	\$ 419,364	\$ 290,500	\$ 1,518,500	\$ 941,000	\$ -	\$ -	\$ -
Grants	\$ 2,750,000	\$ -	\$ 290,500	\$ 1,518,500	\$ 941,000	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 5,919,364</b>	<b>\$ 419,364</b>	<b>\$ 581,000</b>	<b>\$ 3,037,000</b>	<b>\$ 1,882,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Fiscal Notes: This project covers DR6 in the Stormwater Management Plan.

TOTAL FUNDING SOURCES: \$5,919,364

FUTURE FUNDING REQUIREMENTS: \$0



## UTILITIES CAPITAL PROJECT OR PROGRAM

## SR 202 BRIDGE UTILITY MAIN REPLACEMENT PROJECT

CIP Project ID:	UTL22001CIP	Previously Spent:	\$0
Department:		Current Project Budget:	\$3,915,000
Project Status:	Pre-Design	Original Budget at CIP Inception:	\$313,982
Project Location:	SR 202 Bridge over the Snoqualmie River	Years Project in CIP:	4
Project Contact:	Jeff Hamlin	Contact Email:	jhamlin@snoqualmiewa.gov

## Project Description:

This project replaces water and sewer mains currently affixed to the SR 202 Snoqualmie River Bridge with new, larger diameter mains that will be directionally drilled across the river.

## Photo or Map:



## Community Impact:

Because of bridge weight limitations, the Washington State Department of Transportation (WSDOT) has restricted the size of mains across the SR 202 Bridge. In order to meet future growth projections, improve system reliability, and reduce risks, the City of Snoqualmie will need to install larger diameter mains across the Snoqualmie River.

## Operating Impact:

This project is not expected to significantly impact the operating budget.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	22%	\$ 847,250	\$ -	\$ -	\$ -	\$ 66,491	\$ 496,413	\$ 110,871	\$ 173,476	\$ -
Construction	48%	\$ 1,895,646	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 739,137	\$ 1,156,509	\$ -
Const. Manage	7%	\$ 284,347	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110,871	\$ 173,476	\$ -
Contingency	13%	\$ 491,710	\$ -	\$ -	\$ -	\$ 13,298	\$ 99,283	\$ 147,827	\$ 231,302	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	8%	\$ 301,265	\$ -	\$ -	\$ -	\$ 4,211	\$ 38,305	\$ 116,338	\$ 142,411	\$ -
Other	2%	\$ 94,782	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,957	\$ 57,825	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 3,915,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 84,000</b>	<b>\$ 634,000</b>	<b>\$ 1,262,000</b>	<b>\$ 1,935,000</b>	<b>\$ -</b>
Operating		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL PROJECT BUDGET: \$3,915,000

TOTAL OPERATING BUDGET: \$0

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Gen. Fac. Charges (GFC)	\$ 3,523,500	\$ -	\$ -	\$ -	\$ 75,600	\$ 570,600	\$ 1,135,800	\$ 1,741,500
Contribution in Aid of Construction (CIAC)	\$ 391,500	\$ -	\$ -	\$ -	\$ 8,400	\$ 63,400	\$ 126,200	\$ 193,500
<b>TOTAL</b>	<b>\$ 3,915,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 84,000</b>	<b>\$ 634,000</b>	<b>\$ 1,262,000</b>	<b>\$ 1,935,000</b>

**Fiscal Notes:** This project covers SM5 and SM6 in the preliminary General Sewer Plan.

TOTAL FUNDING SOURCES: \$3,915,000

FUTURE FUNDING REQUIREMENTS: \$0



## WATER CAPITAL PROJECT OR PROGRAM

## 599 ZONE RESERVOIR ADDITION PROJECT

CIP Project ID: TBD  
 Department: Water  
 Project Status: Pre-Design  
 Project Location: 1040 Zone  
 Project Contact: Jeff Hamlin

Previously Spent: \$0  
 Current Project Budget: \$4,117,000  
 Original Budget at CIP Inception: \$4,821,632

Years Project in CIP: 1

Contact Email: [jhamlin@snoqualmiewa.gov](mailto:jhamlin@snoqualmiewa.gov)

## Project Description:

This project will construct a 1.6 MG reservoir in the 599 Zone. It is assumed that the reservoir will be constructed on the north side of the Snoqualmie River near the Mill Site. It is anticipated that this project will be partially developer funded.

## Photo or Map:



## Community Impact:

The intent of this project is to ensure that the 599 Zone has sufficient storage capacity for the 20-year planning period.

## Operating Impact:

This project is not expected to significantly impact the operating budget.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	1%	\$ 45,571	\$ -	\$ -	\$ -	\$ 45,571	\$ -	\$ -	\$ -	\$ -
Design	3%	\$ 126,052	\$ -	\$ -	\$ -	\$ -	\$ 126,052	\$ -	\$ -	\$ -
Construction	62%	\$ 2,563,174	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,115,319	\$ 1,447,854	\$ -
Const. Manage	9%	\$ 384,476	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 167,298	\$ 217,178	\$ -
Contingency	13%	\$ 537,845	\$ -	\$ -	\$ -	\$ -	\$ 25,210	\$ 223,064	\$ 289,571	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	8%	\$ 331,724	\$ -	\$ -	\$ -	\$ 2,429	\$ 9,738	\$ 158,553	\$ 161,004	\$ -
Other	3%	\$ 128,159	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55,766	\$ 72,393	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 4,117,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 48,000</b>	<b>\$ 161,000</b>	<b>\$ 1,720,000</b>	<b>\$ 2,188,000</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL PROJECT BUDGET: \$4,117,000

TOTAL OPERATING BUDGET: \$0

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Gen. Fac. Charges (GFC)	\$ 2,058,500	\$ -	\$ -	\$ -	\$ 24,000	\$ 80,500	\$ 860,000	\$ 1,094,000
Contribution in Aid of Construction (CIAC)	\$ 2,058,500	\$ -	\$ -	\$ -	\$ 24,000	\$ 80,500	\$ 860,000	\$ 1,094,000
<b>TOTAL</b>	<b>\$ 4,117,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 48,000</b>	<b>\$ 161,000</b>	<b>\$ 1,720,000</b>	<b>\$ 2,188,000</b>

Fiscal Notes: This project covers F12 in the preliminary Water System Plan.

TOTAL FUNDING SOURCES: \$4,117,000  
 FUTURE FUNDING REQUIREMENTS: \$0



## WATER CAPITAL PROJECT OR PROGRAM

## SOURCE OF SUPPLY IMPROVEMENT PROJECT

CIP Project ID: WAT17001CIP

Department: Water

Project Status: Other

Project Location: Multiple Locations

Project Contact: Jeff Hamlin

Previously Spent: \$388,644

Current Project Budget: \$2,622,644

Original Budget at CIP Inception: \$834,144

Years Project in CIP: 4

Contact Email: [jhamlin@snoqualmiewa.gov](mailto:jhamlin@snoqualmiewa.gov)

## Project Description:

This project will study methods to procure an additional source(s) of water supply and/or increase the capacity of existing sources, including but not limited to, the implementation of an Aquifer Storage and Recovery (ASR) program. Following the study, the City intends to implement the recommendations as specified and with Council approval.

## Photo or Map:



## Community Impact:

The intent of this project to ensure that the City has sufficient water supply to accommodate projected growth during the 20-year planning period.

## Operating Impact:

Once a new water source has been identified and brought online, the City of Snoqualmie will incur additional operating and maintenance costs.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	40%	\$ 1,045,062	\$ 388,644	\$ 656,418	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	8%	\$ 204,886	\$ -	\$ -	\$ 102,784	\$ 102,102	\$ -	\$ -	\$ -	\$ -
Construction	33%	\$ 865,780	\$ -	\$ -	\$ -	\$ -	\$ 865,780	\$ -	\$ -	\$ -
Const. Manage	5%	\$ 129,867	\$ -	\$ -	\$ -	\$ -	\$ 129,867	\$ -	\$ -	\$ -
Contingency	8%	\$ 214,133	\$ -	\$ -	\$ 20,557	\$ 20,420	\$ 173,156	\$ -	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	5%	\$ 119,627	\$ -	\$ 29,582	\$ 5,659	\$ 6,478	\$ 77,908	\$ -	\$ -	\$ -
Other	2%	\$ 43,289	\$ -	\$ -	\$ -	\$ -	\$ 43,289	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 2,622,644</b>	<b>\$ 388,644</b>	<b>\$ 686,000</b>	<b>\$ 129,000</b>	<b>\$ 129,000</b>	<b>\$ 1,290,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL PROJECT BUDGET: \$2,622,644

TOTAL OPERATING BUDGET: \$0

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Utility Fees ("Rates")	\$ 388,644	\$ 388,644	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gen. Fac. Charges (GFC)	\$ 1,819,301	\$ -	\$ 558,657	\$ 105,054	\$ 105,054	\$ 1,050,536	\$ -	\$ -
Contribution in Aid of Construction (CIAC)	\$ 414,699	\$ -	\$ 127,343	\$ 23,946	\$ 23,946	\$ 239,464	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 2,622,644</b>	<b>\$ 388,644</b>	<b>\$ 686,000</b>	<b>\$ 129,000</b>	<b>\$ 129,000</b>	<b>\$ 1,290,000</b>	<b>\$ -</b>	<b>\$ -</b>

Fiscal Notes: This project covers M1 and M2 in the preliminary Water System Plan. TOTAL FUNDING SOURCES: \$2,622,644

FUTURE FUNDING REQUIREMENTS: \$0



## WATER CAPITAL PROJECT OR PROGRAM

## SNOQUALMIE MILL WATER MAIN LOOP PROJECT

CIP Project ID: TBD  
 Department: Water  
 Project Status: Other  
 Project Location: Snoqualmie Mill  
 Project Contact: Jeff Hamlin

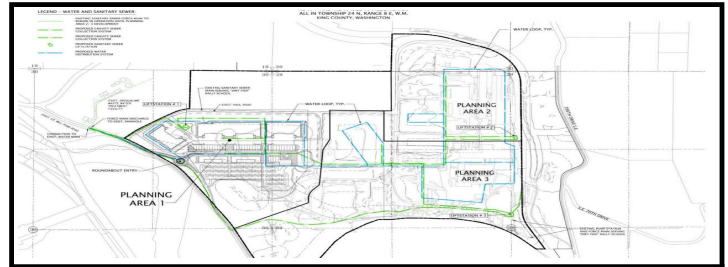
Previously Spent: \$0  
 Current Project Budget: \$6,803,000  
 Original Budget at CIP Inception: \$6,339,610  
 Contact Email: [jhamlin@snoqualmiewa.gov](mailto:jhamlin@snoqualmiewa.gov)

Years Project in CIP: 1

## Project Description:

This project will install approximately 11,800 linear feet of 16-inch diameter water main from the intersection of SE Reinig Road and 396th Drive SE to the intersection of Snoqualmie Parkway and SR 202. The project will also include a water main bored under the river in the vicinity of the SR 202 Bridge.

## Photo or Map:



## Community Impact:

The intent of this project is to install water mains to supply the proposed Snoqualmie Mill Development. For redundancy and to improve the water system's transmission capacity, the water main constructed to supply the Snoqualmie Mill will be looped on the north side of the Snoqualmie River to reduce friction head losses in the old Town Center system.

## Operating Impact:

This project may impact the operating budget, but the magnitude of the impact is unknown at this time.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	2%	\$ 151,173	\$ -	\$ 151,173	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	5%	\$ 325,899	\$ -	\$ -	\$ 325,899	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	62%	\$ 4,225,946	\$ -	\$ -	\$ -	\$ 3,793,056	\$ 432,890	\$ -	\$ -	\$ -
Const. Manage	9%	\$ 633,892	\$ -	\$ -	\$ -	\$ 568,958	\$ 64,934	\$ -	\$ -	\$ -
Contingency	13%	\$ 910,369	\$ -	\$ -	\$ 65,180	\$ 758,611	\$ 86,578	\$ -	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	5%	\$ 344,424	\$ -	\$ 6,827	\$ 17,921	\$ 280,722	\$ 38,954	\$ -	\$ -	\$ -
Other	3%	\$ 211,297	\$ -	\$ -	\$ -	\$ 189,653	\$ 21,645	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 6,803,000</b>	<b>\$ -</b>	<b>\$ 158,000</b>	<b>\$ 409,000</b>	<b>\$ 5,591,000</b>	<b>\$ 645,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**TOTAL PROJECT BUDGET: \$6,803,000**  
**TOTAL OPERATING BUDGET: \$0**

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Gen. Fac. Charges (GFC)	\$ 2,040,900	\$ -	\$ 47,400	\$ 122,700	\$ 1,677,300	\$ 193,500	\$ -	\$ -
Contribution in Aid of Construction (CIAC)	\$ 4,762,100	\$ -	\$ 110,600	\$ 286,300	\$ 3,913,700	\$ 451,500	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 6,803,000</b>	<b>\$ -</b>	<b>\$ 158,000</b>	<b>\$ 409,000</b>	<b>\$ 5,591,000</b>	<b>\$ 645,000</b>	<b>\$ -</b>	<b>\$ -</b>

**Fiscal Notes:** This project covers WM12 in the preliminary Water System Plan.  
**TOTAL FUNDING SOURCES: \$6,803,000**  
**FUTURE FUNDING REQUIREMENTS: \$0**

# City of Snoqualmie: 2023 to 2028 Capital Improvement Plan



## SEWER CAPITAL PROJECT OR PROGRAM

## WATER RECLAMATION FACILITY IMPROVEMENTS - PHASE 3

**CIP Project ID:** TBD  
**Department:** Sewer  
**Project Status:** Design  
**Project Location:** 34190 SE Mill Pond Road  
**Project Contact:** Jeff Hamlin

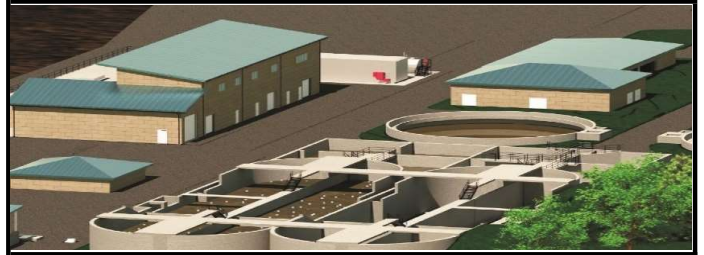
**Previously Spent:** \$532,217  
**Current Project Budget:** \$15,262,217  
**Original Budget at CIP Inception:** \$12,577,470  
**Contact Email:** [jhamlin@snoqualmiewa.gov](mailto:jhamlin@snoqualmiewa.gov)

**Years Project in CIP:** 1

### Project Description:

This project will convert two existing oxidation ditches into plug flow reactors (i.e., activated sludge basins), upgrade the Kimball Creek Lift Station, replace and outfit one of the clarifiers with necessary components upgrades, and install a new grit removal system.

### Photo or Map:



### Community Impact:

The intent of this project is to increase the capacity of the biological treatment process for handling current and projected flow and loading conditions, reduce excessive flow cycling and spikes, replace drive units nearing the end of their expected service life, and replace a rapidly deteriorating grit removal system.

### Operating Impact:

This project is not expected to impact the operating budget.

### Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	5%	\$ 767,217	\$ 532,217	\$ 235,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	65%	\$ 9,926,461	\$ -	\$ 1,749,342	\$ 7,245,647	\$ 931,472	\$ -	\$ -	\$ -	\$ -
Const. Manage	10%	\$ 1,488,969	\$ -	\$ 262,401	\$ 1,086,847	\$ 139,721	\$ -	\$ -	\$ -	\$ -
Contingency	13%	\$ 1,985,292	\$ -	\$ 349,868	\$ 1,449,129	\$ 186,294	\$ -	\$ -	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	4%	\$ 597,954	\$ -	\$ 120,921	\$ 408,094	\$ 68,939	\$ -	\$ -	\$ -	\$ -
Other	3%	\$ 496,323	\$ -	\$ 87,467	\$ 362,282	\$ 46,574	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 15,262,217</b>	<b>\$ 532,217</b>	<b>\$ 2,805,000</b>	<b>\$ 10,552,000</b>	<b>\$ 1,373,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**TOTAL PROJECT BUDGET:** \$15,262,217

**TOTAL OPERATING BUDGET:** \$0

### Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Utility Fees ("Rates")	\$ 1,634,813	\$ 532,217	\$ -	\$ 1,102,596	\$ -	\$ -	\$ -	\$ -
Gen. Fac. Charges (GFC)	\$ 9,807,800	\$ -	\$ 2,018,032	\$ 6,801,976	\$ 987,792	\$ -	\$ -	\$ -
Contribution in Aid of Construction (CIAC)	\$ 3,819,604	\$ -	\$ 786,968	\$ 2,647,428	\$ 385,208	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 15,262,217</b>	<b>\$ 532,217</b>	<b>\$ 2,805,000</b>	<b>\$ 10,552,000</b>	<b>\$ 1,373,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Fiscal Notes:** This project covers F1, F5, F8, and WW1 in the General Sewer Plan.

**TOTAL FUNDING SOURCES:** \$15,262,217

**FUTURE FUNDING REQUIREMENTS:** \$0



## WATER CAPITAL PROJECT OR PROGRAM

## ENTERPRISE RESOURCE PLANNING SYSTEM REPLACEMENT PROJECT

CIP Project ID: TBD  
 Department: Finance  
 Project Status: Other  
 Project Location: City Hall  
 Project Contact: Robert Hamud

Previously Spent: \$0  
 Current Project Budget: \$150,000  
 Original Budget at CIP Inception: \$0

Years Project in CIP: 0

Contact Email: [rhamud@snoqualmiewa.gov](mailto:rhamud@snoqualmiewa.gov)

## Project Description:

This project will provide partial funding for the replacement of the Enterprise Resource Planning (ERP) system which is used to maintain the accounting, human resources, payroll, and utility billing records of the City.

## Photo or Map:



## Community Impact:

The current Enterprise Resource Planning (ERP) has exceeded the end of its lifecycle and can no longer handle the complexities of the City after tremendous growth over the past decade.

## Operating Impact:

This project may impact the operating budget for the Finance Department, but the magnitude of the impact is unknown at this time.

## Budget:

Project Activities	% of Budg.	Total Activity Budget	Previously Spent	2023	2024	2025	2026	2027	2028	2029 or Beyond
Analysis	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Manage	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	100%	\$ 150,000	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL PROJECT BUDGET: \$150,000

TOTAL OPERATING BUDGET: \$0

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Utility Fees ("Rates")	\$ 150,000	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Fiscal

TOTAL FUNDING SOURCES: \$150,000

## Notes:

FUTURE FUNDING REQUIREMENTS: \$0



## ALTERNATIVE CAPITAL PROGRAMS OR PROJECTS

Of the many projects and programs proposed during the CIP development process, only those that are determined by the Mayor and Council to be most beneficial to the city and its residents are adopted and funded. Recognizing the value in those projects or programs that were not adopted in the CIP and the ever-changing needs of the city, these alternative projects are listed here to guide future CIP processes and provide substitute projects or programs for Council consideration should an adopted project or program become unnecessary or infeasible.

*Alternative Capital Programs or Projects:*

<b>Program or Project Name</b>	<b>Program or Project Description</b>	<b>Total Est. Expenditures (In 2023 dollars)</b>
SE North Bend Way Roundabout Project	This project would construct a roundabout at the intersection of Meadowbrook Way SE, 38th Ave. SE, and SE North Bend Way.	N/A
SR 202 & Meadowbrook Way Channelization Project	This project would rechannelize the intersection of Meadowbrook Way SE and Railroad Ave. (SR 202) to separate certain flows of traffic from main traffic lanes.	\$1.4 M
Town Center South Parking Project	This project would construct a parking lot off of Railroad Ave. SE between SE River St. and SE Newton St.	\$0.9 M
Town Center North Improvement Project	This project would repave or reconstruct Railroad Pl. and the related parking lot between SE Fir St. and SE Northern St., add a pedestrian activated signal and crosswalk on Railroad Ave. (SR 202), add gateway signage leading to Downtown, and construct drainage, landscape, and traffic calming measures.	\$2.4 M
Town Center Improvement Project - Phase IV	This project would reconstruct a portion of Railroad Ave. (SR 202) between Newton St. and Meadowbrook Way SE, improve and update sidewalks and parking access, replace and relocate utilities, improve street lighting and the streetscape, and introduce traffic calming measures.	N/A
SR 202 Kimball Creek Bridge Replacement Project	This project would replace the bridge that crosses Kimball Creek on Railroad Ave. (SR 202).	N/A
SR 202 Snoqualmie River Bridge Replacement Project	This project would replace the bridge that crosses the Snoqualmie River on Railroad Ave. (SR 202).	N/A
Northern St. Culvert Project (Transportation Portion)	This project would elevate a six-foot depression in the roadway of SE Northern St. that incurs regular flooding and replace current water passage facilities.	\$4.6 M

Ridge Marketplace Placemaking Project	This project would construct a red gateway arch over Center Blvd. SE, suspend lights across the street, and add banners, pedestrian benches, and additional flowering baskets to the streetscape.	\$0.5 M
Snoqualmie Parkway & SE 99th St. Improvement Project	This project would construct traffic and pedestrian improvements at the intersection of the Snoqualmie Parkway and SE 99th St.	N/A
SE 99th St. & I-90 Park and Ridge Project	This project would construct a regional King County Metro transit park and ride.	N/A
Riverwalk Pedestrian Bridge Project	This project would construct a pedestrian bridge that crosses the Snoqualmie River at the intersection of SE River St. and Park Ave. SE.	\$5.8 M
Centennial Park Improvements Project	This project would replace a portion of the outer fencing destroyed by elk herds, replace the backstop to three baseball diamonds, repair the picnic shelter, and repair drainage in the outfields.	\$0.7 M
Railroad Park Improvements Project	This project would resurface and replace sidewalks, replace lighting, restore landscaping, and upgrade the shelter.	\$1.3 M
Kimball Creek Village Trail Project	This project would construct a trail from Better Way SE to the Centennial Trail on Railroad Ave. (SR 202).	\$1.2 M
Steller Park Baseball Field Project	This project would make improves to the baseball field including the addition of an outfield fence.	\$0.2 M
Swenson Park Baseball Field Project	This project would replace the current dirt baseball diamond with a new synthetic infield and repair drainage in the outfield.	\$0.7 M
Jeanne Hansen Park Lights Project	This project would install lighting infrastructure to the athletic fields at Jeanne Hansen Park.	\$1.0 M
Lift Station Improvement Program	This program would install pump rails, flow meters, and bollards, as well as replace aging pumps and check valves across a number of lift stations where necessary.	\$0.9 M
Northern St. Culvert Project (Stormwater Portion)	This project would elevate a six-foot depression in the roadway of SE Northern St. that incurs regular flooding and replace current water passage facilities.	\$1.8 M

**TOTAL = \$23.4 M**

## A6: Financial Management Policy



# Exhibit A



## **FINANCIAL MANAGEMENT POLICY**

**Adopted: October 24, 2022  
Resolution 22-1627**

# Exhibit A

## TABLE OF CONTENTS

### **1.0 INTRODUCTION AND OBJECTIVES**

### **2.0 RESERVES AND FUND BALANCE**

- 2.1 Fund Balance Definitions
- 2.2 Reserve Level Target – General Fund
- 2.3 Reserve Level Target - Enterprise Funds
- 2.4 Reserve Level Target – Special Revenue, Capital Project Fund Types
- 2.5 Replenishment of Reserves
- 2.6 Excess Reserves

### **3.0 REVENUES**

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

### **4.0 EXPENDITURES & PROCUREMENT**

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

### **5.0 BUDGET**

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

### **6.0 CAPITAL BUDGET**

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

### **7.0 DEBT MANAGEMENT**

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

### **8.0 INVESTMENTS**

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

### **9.0 LONG-TERM FINANCIAL PLANNING**

- 9.1 Model Objective

### **10.0 AUDITING, ACCOUNTING & INTERNAL CONTROL**

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

### **11.0 RISK MANAGEMENT**

# Exhibit A

## 1.0 INTRODUCTION AND OBJECTIVES

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

### 1.1 Policy Objectives

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

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

#### 1.1.1 Financial Procedures

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

## 2.0 RESERVES AND FUND BALANCE

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

### 2.1 Fund Balance Definitions

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

#### 2.1.1 Non-spendable Fund Balance

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

#### 2.1.2 Restricted Fund Balance

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

by law through constitutional provisions or enabling legislation. Debt Service fund balance will be designated as restricted.

### **2.1.3 Committed Fund Balance**

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

### **2.1.4 Assigned Fund Balance**

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

### **2.1.5 Unassigned Fund Balance**

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

## **2.2 Reserve Level Target and Fund Balance – General Fund**

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

The reserve fund level should be 15-20% of expenditures from the general fund.

### **2.2.1 Conditions for Using General Fund Reserves**

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

### **2.2.2 Reserve Fund**

The City of Snoqualmie shall establish a separate fund for reserves assigned or committed to the General Fund. Reserves may only be used with approval of the City Council.

## **2.3 Reserve Level Target - Enterprise Funds**

It is the goal of enterprise funds to cover the cost of operations, debt obligations and capital infrastructure improvements and annual maintenance, and to maintain a financially healthy enterprise. Enterprise fund balance is a product of revenues over expenditures over time and consists of the net result of assets minus liabilities. The City will establish utility rates and capital connection fees that are structured to meet several financial requirements. The Enterprise fund balance financial indicators are as follows:

# Exhibit A

**2.3.1 Capital funding obligations**-as defined within the most recent utility rate study.

**2.3.2 Debt coverage ratio** – a ratio 1.5 of net revenues to total debt service, in support of a strong city bond rating.

**2.3.3 Operating & Emergency reserves**-90 days operating expenses reserved for water, wastewater, and storm water operations and emergency capital repairs to pay for unanticipated capital costs.

**2.3.4 Debt service**-the amount needed to pay for current and future debt (125% or as per bond covenants).

## **2.4 Reserve Level Target – Special Revenue, Capital Project Fund Types**

The main purpose of special revenue, capital project and debt funds are to account for resources and track spending that is specific to the fund's purpose, and it is presumed that all fund resources will eventually be spent. Special revenue funds by their nature are funds used for specific purposes, and the corresponding fund balance will be used to solely support that purpose. Fund balances in special revenue funds will be monitored to stay consistent with the need and use of the specific purpose of that fund.

### **2.4.1 Drug Enforcement Fund**

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

### **2.4.2 REET Fund**

As defined by Ch. 84.46.035 RCW, the City of Snoqualmie is authorized to levy REET funds and use in accordance with State Law. REET sources are allocated towards Capital Improvement projects as defined in the 6-year adopted CIP and should be leveraged towards debt service obligations – see Section 6.3.1 of this policy.

## **2.5 Replenishment of Reserves**

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

## **2.6 Excess Reserves**

Reserves above the targeted reserve levels should be used for new expenditures, with emphasis on one-time uses that achieve future operating cost reductions, capital asset investments with a long-term benefit or prepaying existing debt. **Use of excess reserves shall be determined by the City Council.**

# Exhibit A

## 3.0 REVENUES

### 3.1 Revenue Objectives

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

**3.1.1** Fees may be set at levels sufficient to cover the entire cost of service delivery or may be subsidized, as Council deems appropriate.

**3.1.2** All utility enterprise funds shall be self-supporting, generating enough revenue to pay for all operating, debt, and capital. Utility rate studies will be conducted periodically and should divide costs equitably among customer classes per benefit and cost of service. If rates are set that subsidize one class of customer at the expense of another, this action should be taken in support of explicit City policy. Because of the vital importance of water, sewer, and storm water as public services, which are heavily impacted by Federal and State regulations, the city will strive to provide a minimum level, minimum cost alternative to all utility customers.

### 3.2 Fee Schedule

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

### 3.3 Cash Management

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

### 3.4 Revenue Distribution to Funds

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

### 3.5 Grants Management

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

# Exhibit A

## **3.6 Donations & Gifts**

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

### **3.6.1 Substantial Gifts**

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

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

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

## **4.0 EXPENDITURES & PROCUREMENT**

### **4.1 Expenditure Objectives**

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

The objectives of the expenditure guidelines are:

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

# Exhibit A

## **4.2 Efficiency**

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

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

## **4.3 Purchasing Standards**

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

- Using information available to an employee solely because of their position for personal profit, gain, or advantage. An employee should recuse themselves from the appearance of conflict of interest
- Directly or indirectly furnishing estimating services, or any other services or information not available to all prospective bidders, to any person bidding on, or who may reasonably be expected to bid on, a contract.
- Using their position or status in the city to solicit business of any kind directly or indirectly for private use or to obtain supplies and equipment at special discounts or with special concessions from any vendor who sells or solicits sales to the city.

## **4.4 Purchasing Authorization & Accountability**

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

### **4.4.1 Authorized Purchasers**

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

### **4.4.2 Auditing Officer**

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

# Exhibit A

## **4.4.2.1 Claim Reporting**

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

## **4.5 Level of Purchasing and Commitment Authority**

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

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

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

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

### **4.5.1 Minor Contracts**

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

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

# Exhibit A

## 4.5.2 Definitions

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

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

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

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

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

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

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

### Purchasing and Contract Commitment Thresholds

PROCUREMENT CATEGORY	DOLLAR LIMIT	Procedural Requirement(s)	APPROVAL AUTHORITY	REQUIRED SECONDARY APPROVAL
<i>Materials, Supplies, &amp; Equipment</i>				
Materials, Supplies, & Equipment (Including Capital Equipment)	Under \$2,000	Purchasing Card	Authorized Staff	None <sup>1</sup>
	\$2,000-\$7,500	Purchasing Card	Authorized Staff	Manager
	Over \$7,500-\$15,000	Purchasing Card, Purchase Cooperative, Vendor Roster, OR Formal Competitive Bid	Manager	Department Director
	Over \$15,000 - \$50,000	Purchasing Card, Purchase Cooperative, Interlocal Agreement OR Formal Competitive Bid	Department Director	Mayor or City Administrator

# Exhibit A

PROCUREMENT CATEGORY		DOLLAR LIMIT	Procedural Requirement(s)	APPROVAL AUTHORITY	REQUIRED SECONDARY APPROVAL
		Over \$50,000	Purchase Cooperative, Interlocal Agreement OR Formal Competitive Bid	Mayor or City Administrator	City Council
<b>Personal Services</b>					
Architectural, Engineering & Landscape Architect Services ("A&E")		Under \$15,000	MRSC Consultant/Vendor Roster OR On-Call Contract	Manager	Department Director
		\$15,000-\$50,000	MRSC Consultant/Vendor Roster OR On-Call Contract	Department Director	Mayor or City Administrator
		Over \$50,000-\$100,000	MRSC Consultant/Vendor Roster OR On-Call Contract	Mayor or City Administrator	City Council
		Over \$100,000	MRSC Consultant/Vendor Roster, On-Call Contract or Request for Qualifications	Mayor or City Administrator	City Council
General or Purchased Services (Other Than A&E)		Under \$15,000	<u>Purchasing Card</u> OR Vendor Roster	Manager	Department Director
		\$15,000-\$50,000	Purchasing Card, Purchase Cooperative, Vendor Roster, OR None	Department Director	Mayor or City Administrator
		Over \$50,000	Purchase Cooperative, Interlocal Agreement (of any dollar amount), Vendor Roster OR None	Mayor or City Administrator	City Council
<b>Technology Systems &amp; Services</b>					
Technology Systems & Services		Under \$7,500	<u>Purchasing Card</u>	Authorized Staff	Manager
		\$7,500-\$15,000	<u>Purchasing Card</u> , Purchase Cooperative, Consultant/Vendor Roster, OR Competitive Negotiation	Manager	Department Director
		Over \$15,000-\$50,000	Purchasing Card, Purchase Cooperative, Consultant/Vendor Roster, OR Competitive Negotiation	Department Director	Mayor or City Administrator
Technology Systems & Services		Over \$50,000	Purchase Cooperative, Consultant/Vendor Roster, OR Competitive Negotiation	Mayor or City Administrator	City Council
<b>Public Works</b>					
Public Works Project Staff Labor	Single Craft	Under \$75,500	None	Manager	Department Director
	Multi Craft	Under \$116,155	None	Manager	Department Director

# Exhibit A

PROCUREMENT CATEGORY	DOLLAR LIMIT	Procedural Requirement(s)	APPROVAL AUTHORITY	REQUIRED SECONDARY APPROVAL
Public Works Contract	Under \$7,500	None	Authorized Staff	Manager
	\$7,500-\$50,000	Limited Small Works Roster OR Small Works Roster	Manager	Department Director
	Over \$50,000-\$116,155	Small Works Roster OR Formal Competitive Bid	Department Director	Mayor or City Administrator
	Over \$116,155-\$350,000	Small Works Roster OR Formal Competitive Bid	Mayor or City Administrator	City Council
	Over \$350,000	Formal Competitive Bid	Mayor or City Administrator	City Council
<b><i>Amendments &amp; Change Orders</i></b>				
Contract Amendments (Services)	No Value Change	None <sup>2</sup>	Manager	Department Director
	Under \$50,000, cumulatively	None <sup>2</sup>	Department Director	Mayor or City Administrator
	Over \$50,000, cumulatively	None <sup>2</sup>	Mayor or City Administrator	City Council
Change Orders (Public Works)	No Value Change	None <sup>2</sup>	Manager	Department Director
	Under \$50,000, cumulatively	None <sup>2</sup>	Department Director	Mayor or City Administrator
	Over \$50,000, cumulatively	None <sup>2</sup>	Mayor or City Administrator	City Council

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

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

## 4.6 Purchasing Controls & Methods

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

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

# Exhibit A

## **4.6.1 Commercial Card Program**

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

## **4.7 Exemptions to Purchasing and Commitment Thresholds**

### **4.7.1 Sole Source**

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

### **4.7.2 Favorable Market Conditions**

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

### **4.7.3 Insurance and Bonds**

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

### **4.7.4 Emergency Purchases**

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

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

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

## **4.8 Personnel Expenditures**

To maintain compensation packages that may be competitive with other public sector employers, market influences, and that are sufficient to attract and retain quality employees.

# Exhibit A

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

## **4.8.1 Travel and Training**

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

## **5.0 BUDGET**

### **5.1 Budget Objective**

The formal operating budget development process provides the primary mechanism by which key decisions are made regarding the levels and types of services to be provided, through the city council's appropriation of funds given anticipated level of available resources. The City Council will meet to discuss Council goals and priorities prior to the start of the budget development process. The budget will be developed per Ch. 35A.34 RCW.

### **5.2 Budget Principles**

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

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

#### **5.2 B. Critically examine past spending patterns**

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

#### **5.2 C. Prioritize programs and services**

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

#### **5.2 D. Risk management and mitigation of liabilities**

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

# Exhibit A

## **5.2 E. Establish preferences for budget balancing strategies**

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

## **5.3 Budget Scope & Basis**

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

## **5.4 Balanced Budget**

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

## **5.5 Cost Allocation**

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

### **5.5.1 References Guides**

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

### **5.5.2 Definitions**

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

# Exhibit A

## **5.5.3 Costs to be allocated**

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

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

## **5.6 Budget Amendments**

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

### **5.6.1 Administrative Budget Adjustments**

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

## **5.7 Service Levels and Funding**

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

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

### **5.7.1 Social Services Organization Funding Requests**

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

## **5.8 Maintenance and Replacement**

Maintenance and replacement funding should be prioritized each year to ensure that capital facilities and equipment are sufficiently maintained to avoid service disruptions. Non-current liabilities have important implications for a local government's fiscal health. The City will strive to maintain its capital assets in a manner adequate to protect the City's capital investment and to minimize future liabilities for maintenance and replacement costs.

# Exhibit A

## **5.8.1 Capital Asset Management**

The City should inventory and assess the condition of its buildings, equipment, and vehicles on a periodic basis. Budget development should include a multi-year projection of facilities, parks, equipment, vehicle replacement requirements and new asset additions. The budget should provide sufficient funding for adequate maintenance and orderly replacement of capital plant and equipment. Future maintenance needs and repairs should be costed out and included as budgetary decision criteria through the Internal Service Fund designated for Fleet, Facility, and Information Technology maintenance, repair, replacement, and acquisition of new.

## **5.9 Enterprise Fund Budgets**

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

## **5.10 Budget Reporting**

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

## **6.0 CAPITAL BUDGET**

### **6.0 Objective**

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

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

### **6.1 Capital Definitions**

Capital Outlay is expenditures for small minor projects, equipment, fleet or facility replacements and small and attractive assets. Capital outlay expenditures are tracked in operating funds or internal service funds,

# Exhibit A

Capital Programs are large asset preservation activities that occur annually such as street resurfacing, playground replacements or trail replacements that extend the useful life of the capital asset

Capital Projects are new or replacement of large infrastructure and city facility assets such as new streets, parks, trails, and utility systems.

## **6.2 Capital Improvement Plan (CIP)**

The Capital Improvement Plan (CIP) which describes the capital investments the city intends to make over a period of six years with a long-term outlook extending twenty years and informed by all master and functional plans (i.e. water, sewer and stormwater plans, parks, recreation and open space (PROS)) wherever capital projects and programs are identified in those plans, should serve as a comprehensive guide for all capital projects – based on asset types - and should address capital infrastructure improvements, capital equipment needs, and the effect on the City's resources.

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

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

## **6.3 CIP Criteria and Ranking**

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

## **6.4 Project Source and Use Identification**

Capital project and program submissions shall include multi-year funding sources, including grants, applicable impact fees, special funding, and other outside sources. Multi-year project costs shall include acquisition, right-of-way, design, permitting, inspections, mitigation, construction, in-house staff time, inflationary costs and contingency shall be included in the project identification.

### **6.4.1 Project Sources**

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

used by the Snoqualmie City Council when preparing or updating the Capital Improvement Plan:

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

#### **6.4.1.1 Funding Source Cash Flow**

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

#### **6.4.2 Capital Cost Thresholds**

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

Capital projects expenditures over \$50,000 and/or having a useful life of five years or more should be included in the CIP. Projects should not be combined to meet the minimum standard unless they are dependent upon each other. Projects should not be separated to forego the maximum standard.

Capital programs expenditures over \$50,000 annually should be included in the CIP.

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

#### **6.4.2.1 Impact on Operating Budget**

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

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

#### **6.4.2.2 Public Art Funding**

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

# Exhibit A

## **6.5 Planning Process**

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

## **7.0 DEBT MANAGEMENT**

### **7.1 Debt Purpose**

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

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

### **7.2 Debt Practices**

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

- Utilization of the Public Works Loan Fund, per WAC 399.30 for allowable purposes, if available
- Utilization of Inter-Fund Loans as per the BARS Manual
- Issuance of Councilmanic Bonds to fund proprietary capital infrastructure projects such as water, sewer, and storm water
- Issuance of Councilmanic Bonds for capital projects that generate adequate revenues from user fees to support operations and or debt service requirements
- Issuance of Councilmanic Bonds for capital projects that are authorized to be supported by the General Fund for debt service requirements

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

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

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

### **7.3 Bond Terms & Methods**

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

# Exhibit A

## 7.4 Bond Rating

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

## 7.5 Financial Guarantees

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

## 8.0 INVESTMENTS

### 8.1 Policy and Scope

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

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

### 8.2 Prudence

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

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

### 8.3 Objective

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

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

# Exhibit A

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

## **8.4 Delegation of Authority**

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

## **8.5 Ethics and Conflicts of Interest**

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

## **8.6 Authorized Financial Dealers and Institutions**

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

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

## **8.7 Authorized and Suitable Investments**

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

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

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

**Certificate of Deposit:** A negotiable or nonnegotiable instrument issued by commercial banks, located in the State of Washington, and insured up to the Federal Deposit Insurance Corporation (FDIC), or, if exceeding FDIC coverage, is fully insured or collateralized.

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

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

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

## 8.8 Safekeeping and Custody

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

## 8.9 Diversification

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

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

## 8.10 Reporting

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

## 9.0 LONG-TERM FINANCIAL PLANNING

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

# Exhibit A

## **9.1 Model Objective**

A long-term Financial Model that integrates the 6- year Capital Improvement Plan (CIP) and includes at least six (6)-years for utility enterprise funds should be utilized by the City Council, Mayor, and Administration in strategizing and aligning financial capacity with the City Council Strategic Plan. The long-term financial model serves as a foundation for conversations regarding allocation of resources and project planning. The forecasting model utilized will be objective to minimize the risk of being too optimistic in forecasting revenue sources.

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

## **10.0 AUDITING, ACCOUNTING & INTERNAL CONTROL**

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

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

### **10.1 Internal Control**

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

The City Council will demonstrate their independence from the administration by establishing financial management policy and directly communicating with the State Auditor's Office as part of the annual financial audit entrance and exit conferences.

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

### **10.2 Accounting Write-offs**

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

- Standardized collection procedures have been exhausted
- A determination has been made that the debt is uncollectible or that further measures to collect the debt are inappropriate and deemed to exceed the cost of collection
- The characteristics of the debt are such that write-off is appropriate - If funds are uncollectible, the Finance Director should determine for write offs to an individual bad debt

expenditure up to \$5,000 up to an aggregate annual amount of \$50,000 . City Council approval is required for balances above the annual threshold and must accompany the write off to the bad debt expenditure.

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

### **10.3 Petty Cash and Bank Account Controls**

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

### **10.4 Inventory of Small and Attractive Items**

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

### **10.5 Surplus Assets**

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

#### **10.5.1 Surplus or Inter-Governmental Disposition of Public Utility Assets**

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

## **11.0 RISK MANAGEMENT**

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

## **FINANCIAL MANAGEMENT POLICY ADOPTION**

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

### **Policy Adopted on: October 24, 2022– Resolution 22-1627**

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

## A7: Department Presentations





# 2023-2024 Biennial Budget Department Review



## Fire & Emergency Management



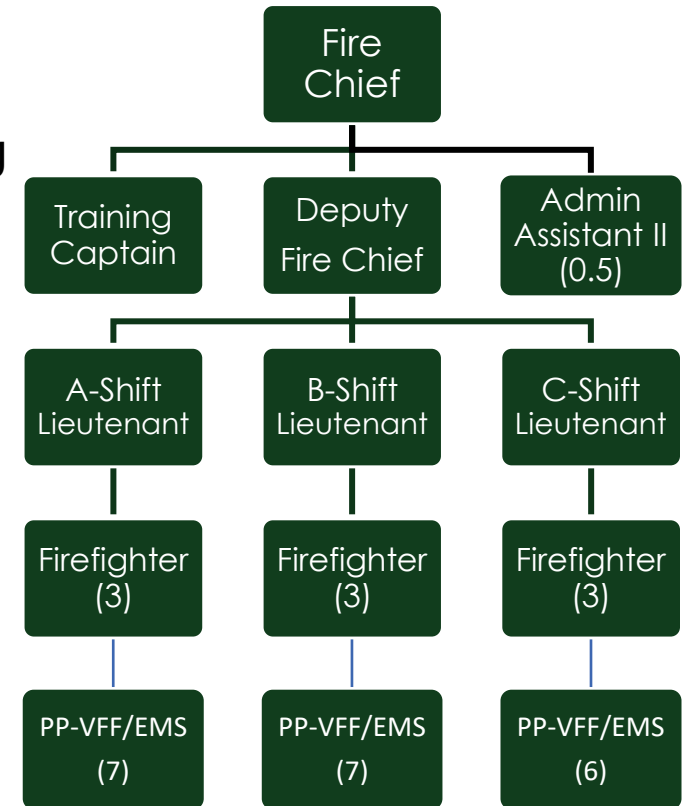
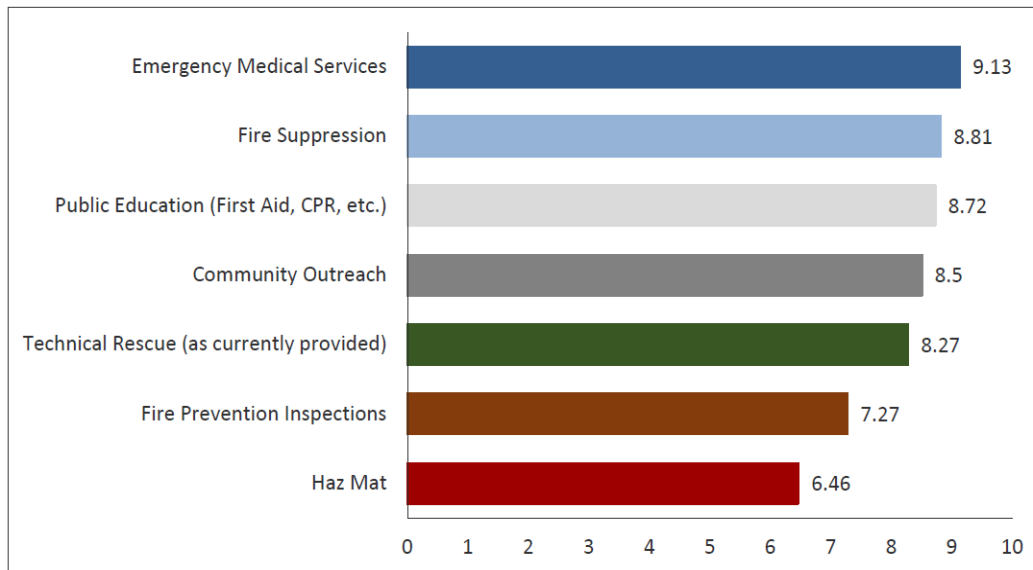
**October 3, 2022**

# Department Overview



## Mission

The City of Snoqualmie Fire & Emergency Management Department is committed to providing superior community-based preparedness and emergency services in a timely and professional manner.



*FTE: 15.5 FTE + 20 Part-Paid Volunteer EMS / Firefighters*

# 2021-2022 Biennium Department Accomplishments



- Responded to 1,380 incidents (32% increase over 2020)
- Trained over 3,600 hours
- Regional COVID-19 partnership with ESFR, Fall City, and Duvall to protect emergency responders
- Participated in 2 mass vaccination events at Snoqualmie Valley Hospital with estimated 2,000 participants
- Completed CFAI Annual Compliance Report (Accreditation Requirement)
- Resigned contract with Echo Glen for Services
- Managed the Pandemic Disaster response (February 2020)

## FIRE PERFORMANCE

### SAVE CALCULATION

(WHAT WAS AT RISK – WHAT WAS LOST = WHAT WAS SAVED)

$\$45,014,000 - \$223,300 = \$44,790,700$

### PERFORMANCE CALCULATION

(SAVED / RISK / SAVE PERCENTAGE)

$\$44,790,700 / \$45,014,000 = 99.5\%$

# 2023-2024 Biennial Budget



## Fire & Emergency Management Functional Classification (#001):

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 1,824,015	\$ 2,078,900	\$ 2,141,297	\$ 4,220,197	14.0%	3.0%
<i>Employee Benefits</i>	\$ 670,645	\$ 745,728	\$ 778,053	\$ 1,523,781	11.2%	4.3%
<i>Supplies</i>	\$ 134,521	\$ 145,365	\$ 149,000	\$ 294,365	8.1%	2.5%
<i>Services</i>	\$ 739,821	\$ 1,101,977	\$ 1,117,512	\$ 2,219,489	49.0%	1.4%
<i>Capital Outlays</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<i>Transfers Out</i>	\$ 30,000	\$ -	\$ -	\$ -	-100.0%	0.0%
<b>Total Uses =</b>	<b>\$ 3,399,002</b>	<b>\$ 4,071,971</b>	<b>\$ 4,185,862</b>	<b>\$ 8,257,832</b>	<b>19.8%</b>	<b>2.8%</b>

### • Major Changes/Additions:

- Recruitment & Coverage Funding:
  - Keep and hire highly trained firefighters in an environment of increasing competition for their services.
  - Jumpstart a Diversity, Equity, and Inclusion (DEI) Program that could help to encourage a broader range of candidates from different backgrounds into becoming firefighters.

# 2023-2024 Biennium Department Outlook/Work Plan



- Administrative Staffing:
  - Accreditation
  - Training
  - Volunteer coordination / expansion
  - Fire Prevention
- Maintain Accredited Status
- Strategic Planning Update: Expires in 2023
- WA State Rating Bureau (WSRB) Evaluation (2022)
- Update Comprehensive Emergency Management Plan (CEMP) (2022, 2023)
- Apparatus replacement and addition:
  - Replace 2009 Fire Pumper (2023)
  - Ladder truck





# **2023-2024 Biennial Budget Department Review**



**October 3, 2022**

# Department Overview



## Mission

Snoqualmie Police Department's mission is to protect life and property and to provide professional, high quality and effective police service in partnership with the community. We, the members of the Snoqualmie Police Department, believe that our work has a vital impact on the quality of life in our community

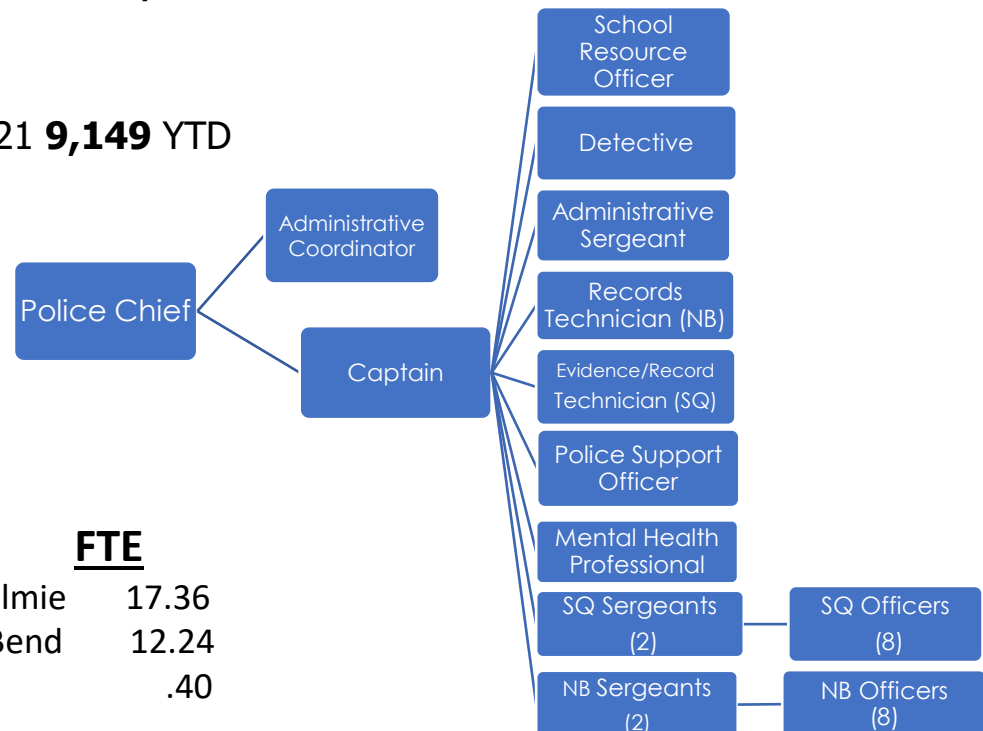
## Core Functions

- Respond to Calls for Service – **13,091** 2021 **9,149** YTD
- Preventative Patrol
- Identify Criminal Offenders & Activity
- Apprehend Criminal Offenders
- Protect Constitutional Guarantees, and
- Resolve Conflict

## Core Values

- Integrity
- Commitment to employees
- Community partnership
- Community sensitive policing
- Professionalism

	<u>FTE</u>
Snoqualmie	17.36
North Bend	12.24
SVSD	.40



# 2021-2022 Biennium Department Accomplishments



- Maintained High Level of Public Safety
- Continued Low Level of Violent Crime
- Maintained Level of Service with Reduced Staffing Levels
- Fully Staffed Operations Support
- Budget Integrity
- Mental Health Professional
- Hired Captain
- Hired 7 Officers (Hendricks, Lemmon, Schulgen, Doucett, Meadows, Spears, Ward)



# 2023-2024 Biennial Budget



## Police (Snoqualmie) Functional Classification (#001):

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 2,069,052	\$ 2,208,956	\$ 2,275,073	\$ 4,484,029	6.8%	3.0%
<i>Employee Benefits</i>	\$ 745,435	\$ 807,143	\$ 839,324	\$ 1,646,467	8.3%	4.0%
<i>Supplies</i>	\$ 126,288	\$ 188,900	\$ 139,000	\$ 327,900	49.6%	-26.4%
<i>Services</i>	\$ 1,578,333	\$ 1,958,693	\$ 2,010,416	\$ 3,969,109	24.1%	2.6%
<i>Capital Outlays</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<i>Transfers Out</i>	\$ 219,666	\$ -	\$ -	\$ -	-100.0%	0.0%
<b>Total Uses =</b>	<b>\$ 4,738,775</b>	<b>\$ 5,163,692</b>	<b>\$ 5,263,813</b>	<b>\$ 10,427,505</b>	<b>9.0%</b>	<b>1.9%</b>

- **Major Changes/Additions:**

- Administrative Sergeant:
  - Addressing certain needs more effectively and helping to free up leadership's capacity to develop strategies.

# 2023-2024 Biennial Budget



## North Bend Police Services Fund (#014):

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	\$ 16,429	\$ 244,924	\$ 97,362			
<b>Sources</b>						
<i>Intergovernmental Revenues</i>	\$ 37,500	\$ 37,500	\$ -	\$ 37,500	0.0%	-100.0%
<i>Charges for Goods &amp; Services</i>	\$ 2,185,164	\$ 2,345,223	\$ 2,512,559	\$ 4,857,782	7.3%	7.1%
<i>Miscellaneous Revenues</i>	\$ -	\$ 2,880	\$ 820	\$ 3,700	0.0%	0.0%
<i>Transfers In</i>	\$ 187,025	\$ -	\$ -	\$ -	-100.0%	0.0%
<b>Total Sources =</b>	<b>\$ 2,409,689</b>	<b>\$ 2,385,603</b>	<b>\$ 2,513,379</b>	<b>\$ 4,898,982</b>	<b>-1.0%</b>	<b>5.4%</b>
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 1,157,881	\$ 1,241,620	\$ 1,284,468	\$ 2,526,088	7.2%	3.5%
<i>Employee Benefits</i>	\$ 436,657	\$ 575,696	\$ 598,859	\$ 1,174,555	31.8%	4.0%
<i>Supplies</i>	\$ 54,357	\$ 79,200	\$ 79,200	\$ 158,400	45.7%	0.0%
<i>Services</i>	\$ 532,299	\$ 636,649	\$ 648,214	\$ 1,284,863	19.6%	1.8%
<i>Capital Outlays</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<b>Total Uses =</b>	<b>\$ 2,181,194</b>	<b>\$ 2,533,165</b>	<b>\$ 2,610,741</b>	<b>\$ 5,143,906</b>	<b>16.1%</b>	<b>3.1%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ 228,495</b>	<b>\$ (147,562)</b>	<b>\$ (97,362)</b>	<b>\$ (244,924)</b>		
<b>Ending Fund Balance</b>	<b>\$ 244,924</b>	<b>\$ 97,362</b>	<b>\$ -</b>			

# 2023-2024 Biennium Department Outlook/Work Plan



- Employee Retention & Hiring
- Enhanced Traffic Emphasis Capabilities
- Body Worn Cameras
- Reclassify Detective Position as Administrative Sergeant
- Mental Health Professional (previous title was Behavioral Health Specialist)
- Enhanced Camera Capabilities (LPR)
- Critical Incident Tactical Equipment
- Learning Organization

“Our Community - Our Commitment”  
with the guiding principle and philosophy of service as  
“No Call Too Small”





# **2023-2024 Biennial Budget Department Review**

## **Community Development**

**October 3, 2022**

# Department Overview

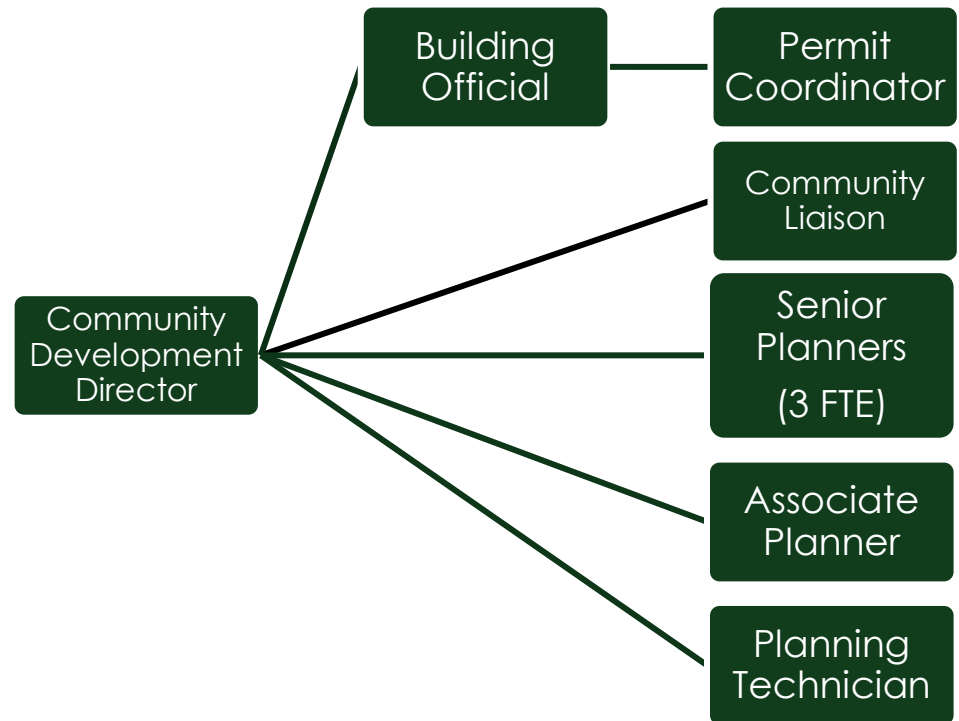


## Mission

The Community Development Department implements smart growth principles through sustainable city planning, proactive local and regional administration, and balanced economic development.

## Core Functions

- Long-range planning, including maintenance of the Comprehensive Plan
- Oversee planning and review of development projects within the City
- Review and process permits
- Provide building inspections
- Code enforcement



# 2021-2022 Biennium Department Accomplishments



- Issued 202 building permits in 2021
- Completed 944 inspections in 2021
- Completed Shoreline Master Program Update
- Completed Snoqualmie Mill Project Final Environmental Impact Statement
- Grants Received:
  - LTAC & Port, Commerce: middle housing, HAPI, Riverwalk (\$1.5 million) and other (\$1.2 million).

# 2023-2024 Biennial Budget



## Community Development Functional Classification (#001):

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 589,980	\$ 951,804	\$ 985,066	\$ 1,936,870	61.3%	3.5%
<i>Employee Benefits</i>	\$ 252,908	\$ 436,922	\$ 453,987	\$ 890,909	72.8%	3.9%
<i>Supplies</i>	\$ 8,029	\$ 26,043	\$ 10,271	\$ 36,314	224.4%	-60.6%
<i>Services</i>	\$ 1,102,173	\$ 855,488	\$ 1,037,969	\$ 1,893,457	-22.4%	21.3%
<i>Capital Outlays</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<i>Transfers Out</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<b>Total Uses =</b>	<b>\$ 1,953,090</b>	<b>\$ 2,270,257</b>	<b>\$ 2,487,294</b>	<b>\$ 4,757,551</b>	<b>16.2%</b>	<b>9.6%</b>

### • Major Changes/Additions:

- Staffing Changes:
  - Will help to meet several challenges over the next two years including an update to the Comprehensive Plan.
- Additional ERP Project Module:
  - Permit tracking software that can fully integrate with the new ERP system.

# 2023-2024 Biennium Department Outlook/Work Plan



- Begin major Comprehensive Plan update (due December 2024), including Housing Needs Assessment (currently underway)
- Complete Snoqualmie Mill Planned Commercial/Industrial (PCI) Plan Approval, DA and PCI Permits
- Maintain Community Rating System (CRS) rating through FEMA (with Emergency Management Department)
- Full buildout of Snoqualmie Ridge anticipated in next biennium
- Continued support of Parks & Public Works Department for capital projects, including Riverwalk
- Tourism/expansions: Train Museums, I90 and/or East of Douglas
- Permitting/Compliance: On-going permit issuance, The Club at Snoqualmie Ridge



# **2023-2024 Biennial Budget Department Review**

## **Information Technology**

**October 4, 2022**

# Department Overview

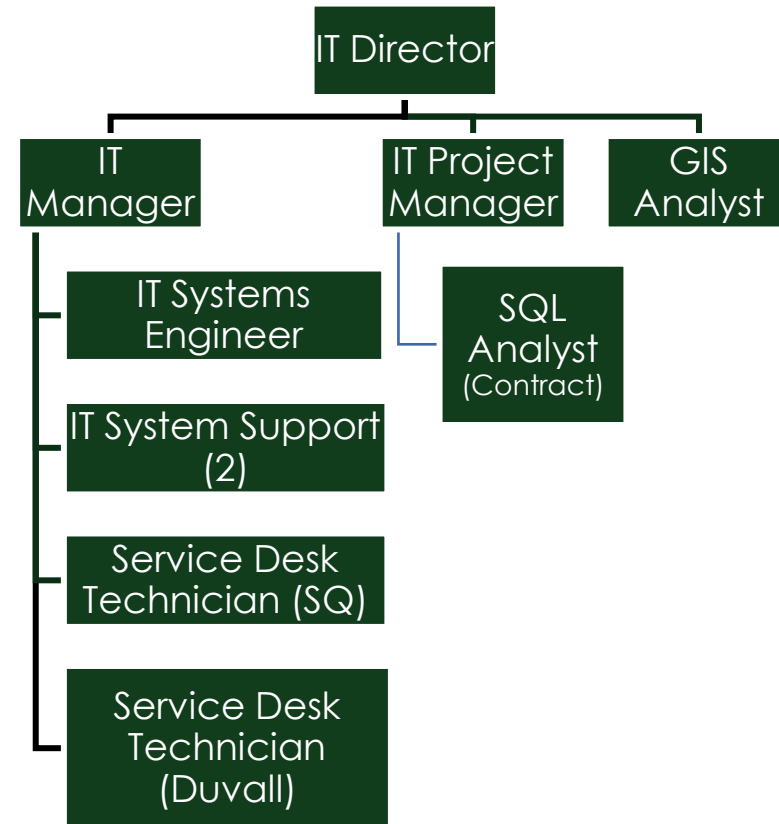


## Mission

Deliver cost-effective and sustainable solutions through strategic partnerships, collaborative and trustworthy engagement, effective and accountable leadership that prides itself on innovation, responsiveness, and transparency in support of citywide operations and excellent service delivery to the community and its citizens

## Core Functions

- Continuity Services - email, application support, GIS, disaster recovery
- Personal Computing Services – desktops, laptops, printers
- Communication Services – telephones, mobile phones
- Infrastructure Services – network, server, security, access control, service desk
- Professional Services – training, acquisition/contract management, equipment lifecycle management, external partnerships



# 2021-2022 Biennium Department Accomplishments



- Completed 1,408 service requests in 2021 & 2022
- Partnered with Finance, HR, and P&PW to launch the Munis ERP conversion project
- Migrated to the CivicClerk platform to replace failing Agenda Packet Builder
- Partnered with Facilities to identify and correct power distribution issues for the IT Infrastructure at City Hall.
- Began replacing Virtual Desktops with physical computers

# 2023-2024 Biennial Budget



## Information Technology Fund (#502):

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	<b>\$ 3,151,904</b>	<b>\$ 2,251,692</b>	<b>\$ 1,777,014</b>			
<b>Sources</b>						
<i>Charges for Goods &amp; Services</i>	\$ 1,911,953	\$ 2,473,635	\$ 2,645,020	\$ 5,118,655	29.4%	6.9%
<i>Miscellaneous Revenues</i>	\$ 7,046	\$ 34,136	\$ 26,589	\$ 60,725	384.5%	-22.1%
<i>Transfers In</i>	\$ -	\$ 150,000	\$ -	\$ 150,000	100.0%	-100.0%
<b>Total Sources =</b>	<b>\$ 1,918,999</b>	<b>\$ 2,657,771</b>	<b>\$ 2,671,609</b>	<b>\$ 5,329,380</b>	<b>38.5%</b>	<b>0.5%</b>
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 870,186	\$ 966,526	\$ 1,000,817	\$ 1,967,343	11.1%	3.5%
<i>Employee Benefits</i>	\$ 334,503	\$ 394,059	\$ 409,067	\$ 803,126	17.8%	3.8%
<i>Supplies</i>	\$ 45,620	\$ 65,500	\$ 67,138	\$ 132,638	43.6%	2.5%
<i>Services</i>	\$ 1,016,051	\$ 1,014,231	\$ 1,002,987	\$ 2,017,218	-0.2%	-1.1%
<i>Capital Outlays</i>	\$ 552,851	\$ 692,133	\$ 663,331	\$ 1,355,464	25.2%	-4.2%
<i>Transfers Out</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<b>Total Uses =</b>	<b>\$ 2,819,212</b>	<b>\$ 3,132,449</b>	<b>\$ 3,143,340</b>	<b>\$ 6,275,789</b>	<b>11.1%</b>	<b>0.3%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ (900,213)</b>	<b>\$ (474,678)</b>	<b>\$ (471,731)</b>	<b>\$ (946,409)</b>		
<b>Ending Fund Balance</b>	<b>\$ 2,251,692</b>	<b>\$ 1,777,014</b>	<b>\$ 1,305,283</b>			

# 2023-2024 Biennium Department Outlook/Work Plan



- IT Manager position
- Replace core infrastructure that is beyond lifecycle, to include the Firewall and Core Switch
- Council Chambers Audio/Visual upgrade
- Drive facility improvements to increase stability and sustainability of IT systems
- Implement IT security, monitoring, and control systems to increase efficiency of IT delivery
- Broadband Feasibility Study



# **2023-2024 Biennial Budget Department Review**

## **Finance & Human Resources**

**October 4, 2022**

# Department Overview



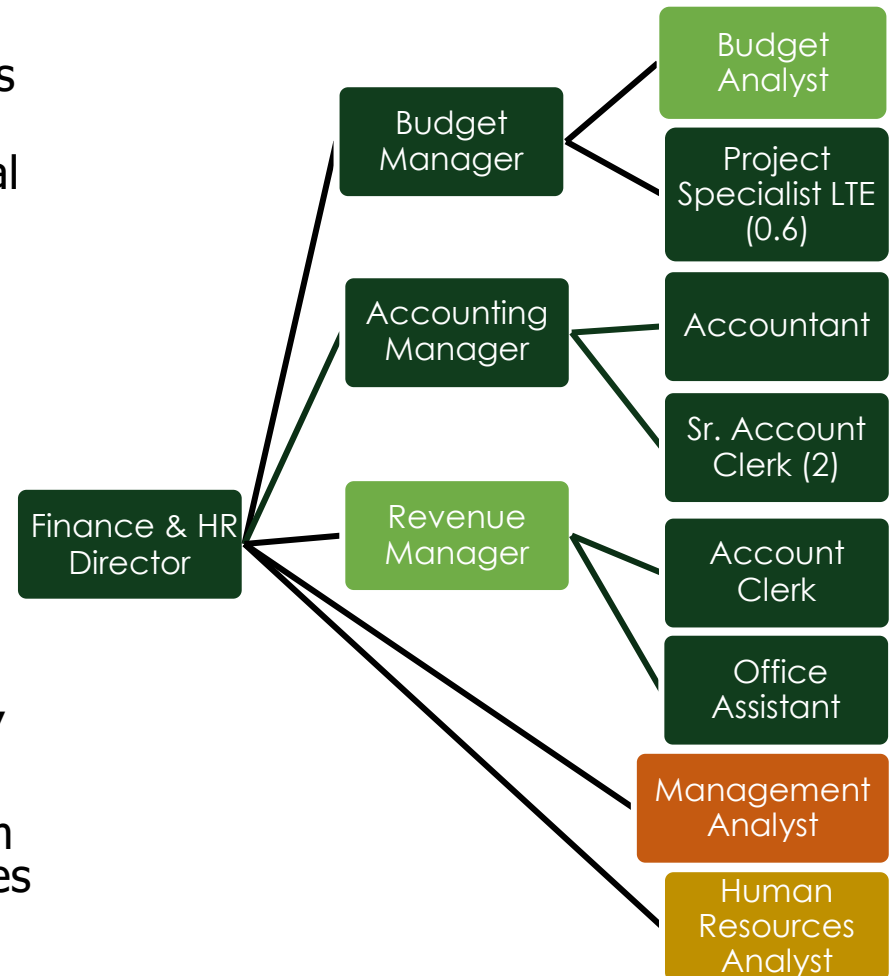
## Mission

The Finance & Human Resource Departments endeavor to provide transparent, accurate financial information, maintain the City's fiscal health, guide adherence to Financial Policy, and manage financial and personnel service operations with a high level of customer service

## Core Functions

Lead and Maintain Financial & Personnel Service Programs:

- Procurement & Purchasing, Revenue & Treasury Management, Licensing & Tax, Biennial Budget, Payroll & Benefits, CIP, Financial Reporting, Debt Management, Financial Information System, Long-term Financial Planning, and Human Resources Programs



■ = New Position ■ = Substituted Position ■ = Reclassed Position

# 2021-2022 Biennium Department Accomplishments



- **Finance**

- Received clean audit opinions from the State Auditor Office as a result of timely and accurate financial reporting and adherence to internal controls
- Processed over 1,700 business licenses and B&O tax returns manually
- Automated Utility Billing customer service features to include online form submissions
- Updated Financial Management Policy
- Implemented new CIP and Biennial Budget development processes

- **Human Resources**

- Coordinated three successor labor agreement contracts without mediation or arbitration
- Implemented Pandemic Response policies as well as 8 significant disciplinary actions
- Reorganized HR Department with new Director
- Enhanced recruitment program to meet new market demands

# 2023-2024 Biennial Budget



## Administrative Depts. Functional Classification (#001):

### *Finance & Human Resources Table*

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 830,771	\$ 1,225,228	\$ 1,267,901	\$ 2,493,129	47.5%	3.5%
<i>Employee Benefits</i>	\$ 330,422	\$ 538,581	\$ 559,571	\$ 1,098,152	63.0%	3.9%
<i>Supplies</i>	\$ 2,585	\$ 1,940	\$ 1,890	\$ 3,830	-25.0%	-2.6%
<i>Services</i>	\$ 390,202	\$ 546,218	\$ 653,909	\$ 1,200,127	40.0%	19.7%
<i>Capital Outlays</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<i>Transfers Out</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<b>Total Uses =</b>	<b>\$ 1,553,981</b>	<b>\$ 2,311,967</b>	<b>\$ 2,483,271</b>	<b>\$ 4,795,238</b>	<b>48.8%</b>	<b>7.4%</b>

### • **Major Changes/Additions:**

- Finance & HR Department Staffing Changes
- Temporary Assistance During the ERP Project
- Additional ERP Project Modules (Tax & Licensing, Socrata Open Finance)

# 2023-2024 Biennium Department Outlook/Work Plan



- **Finance**

- Continue implementation of the Enterprise Resource Planning (ERP) Tyler Munis Financial Information System
- Develop modern financial management procedures and protocols
  - Update the Cost Allocation Plan - Methodologies
- Introduce budgeting for outcomes and performance management initiatives
- Conduct Comprehensive Fee Study and engage in additional revenue recovery.

- **Human Resources**

- Continue to fill department vacancies during a very challenging hiring climate
- Modernizing the hiring process and platform (Neogov Insight)



# **2023-2024 Biennial Budget Department Overview**

**City Attorney**

**October 4, 2022**

# Department Overview

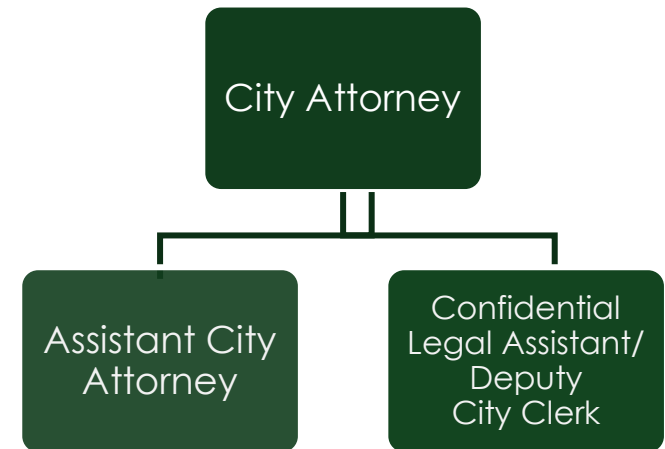


## Mission

Provide legal advice to and representation of the City of Snoqualmie

## Core Functions

- Advise elected officials, department directors, and all city staff;
- Draft resolutions, ordinances, and other Council enactments;
- Draft and review contracts for public works projects and services provided or needed by City;
- Advise Mayor, City Administrator, and human resources staff on labor, employment and personnel issues;
- Represent City in civil litigation in court and before administrative agencies;
- Risk Management.



# 2021-2022 Biennium Department Accomplishments



- Assisted with design and construction interlocal agreements for construction of Record Office Revetment Project
- Assisted with drafting and implementation of Mayor's Vaccination and Masking Directive, including negotiation of collective bargaining memoranda of understanding (MOUs)
- Assisted with negotiation of successor collective bargaining agreements
- Assisted with review and issuance of Final Environmental Impact Statement for Snoqualmie Mill Planned Commercial / Industrial Plan project
- Assisted with transition to new City Clerk, implementation of DocuSign and NextRequest public records software, and assumption of risk management duties

# 2023-2024 Biennial Budget



## Administrative Depts. Functional Classification (#001):

### City Attorney Table

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 397,269	\$ 435,781	\$ 451,033	\$ 886,814	9.7%	3.5%
<i>Employee Benefits</i>	\$ 153,119	\$ 166,193	\$ 172,871	\$ 339,064	8.5%	4.0%
<i>Supplies</i>	\$ 1,210	\$ 2,000	\$ 2,015	\$ 4,015	65.3%	0.8%
<i>Services</i>	\$ 84,429	\$ 236,561	\$ 240,311	\$ 476,872	180.2%	1.6%
<i>Capital Outlays</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<i>Transfers Out</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<b>Total Uses =</b>	<b>\$ 636,027</b>	<b>\$ 840,535</b>	<b>\$ 866,230</b>	<b>\$ 1,706,765</b>	<b>32.2%</b>	<b>3.1%</b>

### • Major Changes/Additions:

- Contract Legal Support
  - Funding to handle some of the anticipated workload the City Attorney's Office will likely experience over the next two years.

# 2023-2024 Biennium Department Outlook/Work Plan



- Completion of Snoqualmie Mill Planned Commercial/Industrial (PCI) Plan review and appeal process, and legal defense of City Council decision
- Litigation of Vaccination Directive-related grievances (5 police; 2 Parks and Public Works)
- Assistance with designation of Snoqualmie Parkway as extension of SR 18
- Negotiation of successor Teamsters CBA
- Assistance with bidding and construction of major capital projects



# **2023-2024 Biennial Budget Department Overview**

## **Parks & Public Works: Parks & Streets**

**October 4, 2022**

# Parks Overview

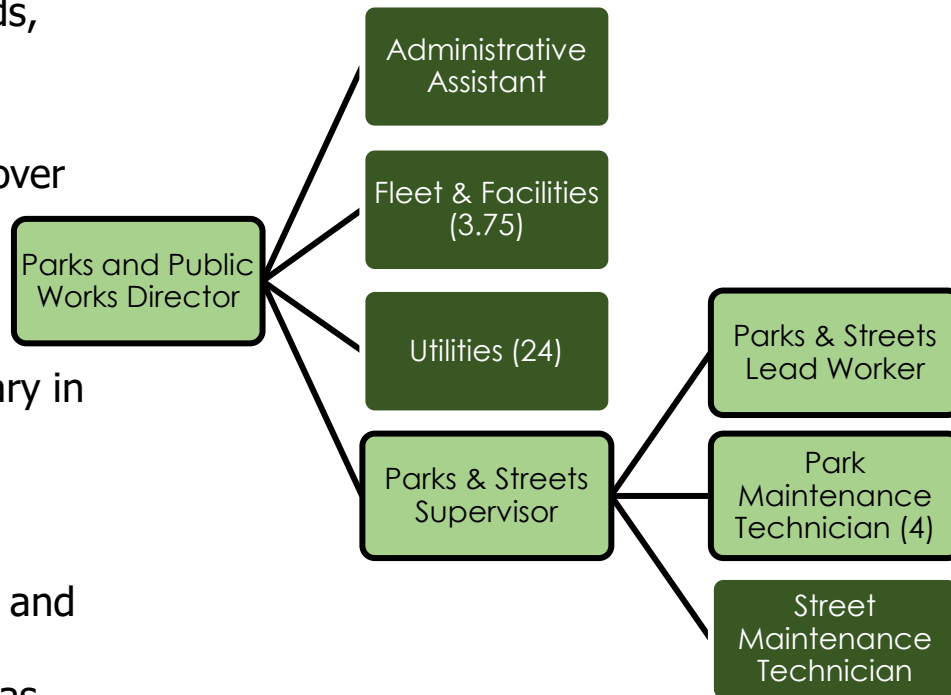


## Mission

The Parks Maintenance Division of the Parks and Public Works Department provides maintenance activities supporting safe, welcoming, and attractive experience for users of playgrounds, sport courts, athletic fields, trails, and special events.

## Core Services:

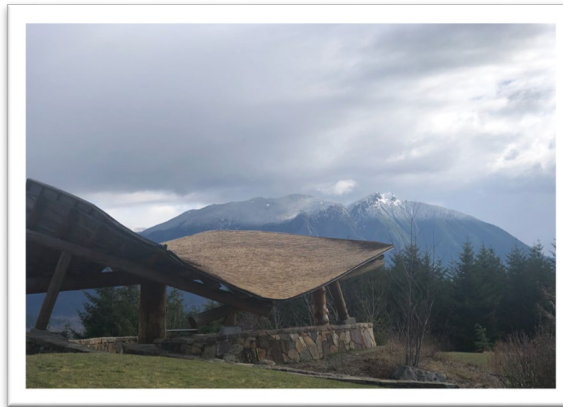
- Maintain grass turf, beds, shrubs, and ground cover at parks and other rights-of-way
- Maintain park and other athletic field structures
- Pick up leaves during the fall
- Conduct pre-emergent work in parks as necessary in order to mitigate probable future issues
- Maintain the trail systems
- Maintain street and landscape trees
- Manage volunteers and rent out park structures and shelters
- Assist with other City functions as needed such as events set-up and the holiday lighting of trees or in times of an emergency such as during snow events.



# 2021-2022 Biennium Parks Accomplishments



- Snoqualmie Point Park: replaced the roof and the wood siding with hardy board and repainted the entire facility
- Installed a new interpretive sign from Mountains to Sound Greenway
- Initiated a new multi-year Landscape Maintenance Contract
- Rebuilt several foot bridges in the trail system in the summer of 2021
- Completed electrical upgrades at Railroad Park to support the holiday display
- Refurbished Center Street Electrical System.



# 2023-2024 Biennial Budget - Parks



## Parks Maintenance Functional Classification (#001):

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 511,074	\$ 484,340	\$ 499,822	\$ 984,162	-5.2%	3.2%
<i>Employee Benefits</i>	\$ 268,371	\$ 240,020	\$ 249,179	\$ 489,199	-10.6%	3.8%
<i>Supplies</i>	\$ 119,755	\$ 172,191	\$ 178,573	\$ 350,764	43.8%	3.7%
<i>Services</i>	\$ 812,192	\$ 940,966	\$ 897,394	\$ 1,838,360	15.9%	-4.6%
<i>Capital Outlays</i>	\$ -	\$ 2,000	\$ 2,050	\$ 4,050	100.0%	2.5%
<i>Transfers Out</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<b>Total Uses =</b>	<b>\$ 1,711,392</b>	<b>\$ 1,839,517</b>	<b>\$ 1,827,018</b>	<b>\$ 3,666,535</b>	<b>7.5%</b>	<b>-0.7%</b>

# 2023-2024 Biennium Parks Outlook/Work Plan



- Parks will conduct a Parks, Open Space, and Recreation Study in 2023.
  - Reimagine parks system in response to changing demographics and standards of the community
  - Determine what recreational facilities are missing or oversupplied from current offerings, and help the City to allocate dollars wisely in the future
- All-Inclusive Playground Project at Centennial Park
- Riverview Park Playground
- Address deferred maintenance in Parks resulting from pandemic reductions



# Streets Overview

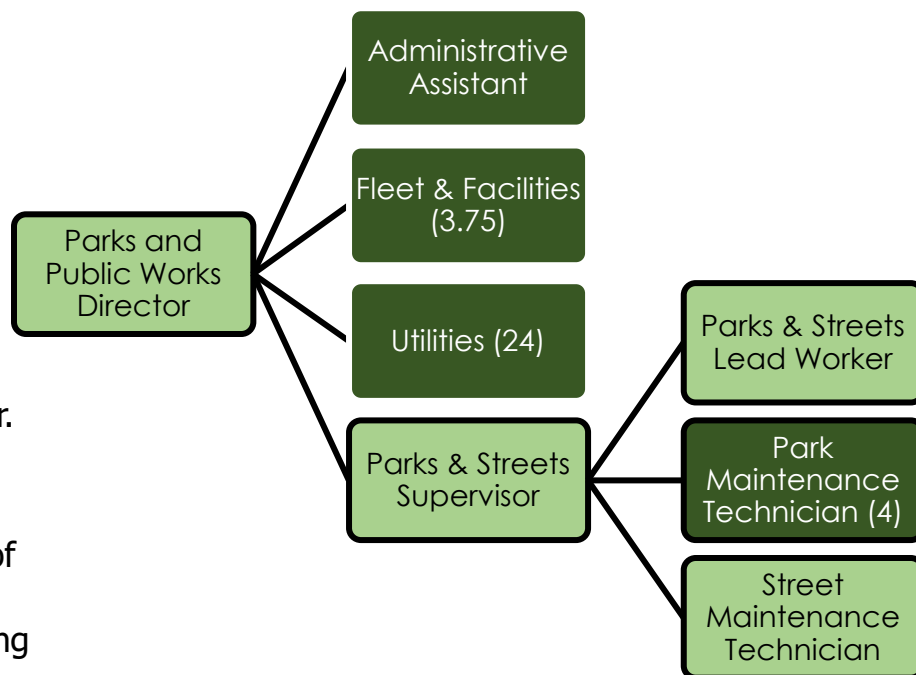


## Mission

Streets Maintenance Division of the Parks and Public Works Department provides the maintenance necessary to sustain a transportation system that keeps Snoqualmie and its neighborhoods connected. With nearly 40 miles of road and adjacent sidewalk, the City ensures that important destinations are accessible by all modes of travel.

## Core Services:

- Maintain the condition, safety, and visibility of roads
- Maintain landscaped medians, bioswales, and roadsides
- Repair and replace damaged and faded signage; install new signage including traffic and wayfinding signs.
- Inspect bridges and other vital transportation structures for deterioration and design solutions to mitigate the wear.
- Maintain the condition, functionality, and luminance of streetlights.
- Maintain the condition, functionality, and synchronicity of traffic control devices.
- Work to keep the transportation network operating during snow events with the de-icing and snow plowing of roads.
- Sweep the streets regularly to remove loose debris and to protect the stormwater system.



# 2021-2022 Biennium Streets Accomplishments



- Railroad Avenue Crosswalk Enhancements
- LED Street Light conversion
- Managed Snow and Ice clearing through Heavy Snowfall
- Applied GAP Mastic to Millpond Road.
- Replaced many worn and missing signs.



# 2023-2024 Biennial Budget - Streets



## Streets Maintenance Functional Classification (#001):

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 85,525	\$ 216,111	\$ 223,167	\$ 439,278	152.7%	3.3%
<i>Employee Benefits</i>	\$ 48,462	\$ 106,870	\$ 110,918	\$ 217,788	120.5%	3.8%
<i>Supplies</i>	\$ 133,451	\$ 144,812	\$ 170,110	\$ 314,922	8.5%	17.5%
<i>Services</i>	\$ 668,591	\$ 560,655	\$ 591,906	\$ 1,152,561	-16.1%	5.6%
<i>Capital Outlays</i>	\$ -	\$ -	\$ 5,000	\$ 5,000	0.0%	100.0%
<i>Transfers Out</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<b>Total Uses =</b>	<b>\$ 936,029</b>	<b>\$ 1,028,448</b>	<b>\$ 1,101,101</b>	<b>\$ 2,129,549</b>	<b>9.9%</b>	<b>7.1%</b>

# 2023-2024 Biennium Streets Outlook/Work Plan



- Continue to maintain streets in a safe and efficient manner to support all modes of transportation
- Formalize Street sign inventory and replacement schedule
- Establish annual street marking program for crosswalks and stop bars.





# **2023-2024 Biennial Budget Department Overview**

## **Parks & Public Works: Fleet & Facilities**

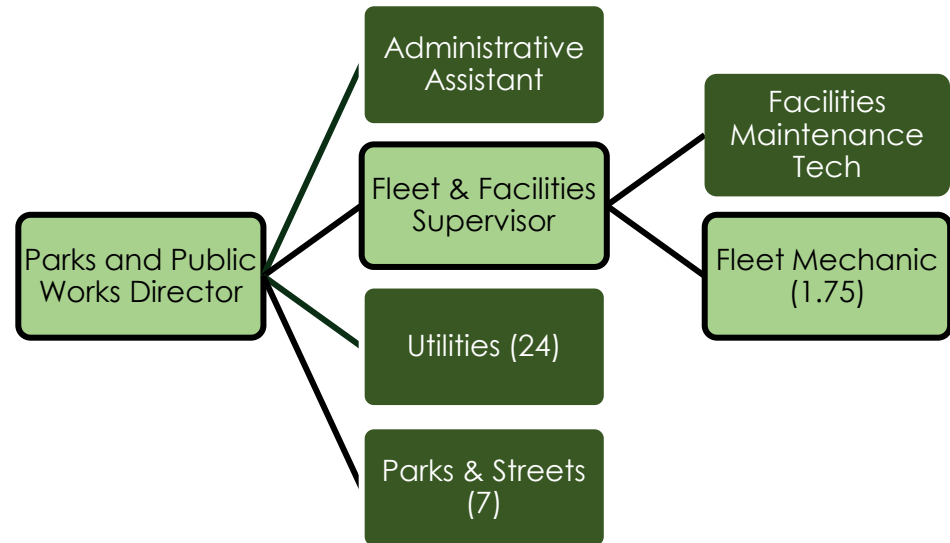
**October 4, 2022**

# Fleet Overview



## Mission

The Equipment Replacement and Repair Division maintains a “keep the City moving” commitment by providing safe and operable equipment at the lowest possible cost per mile.



## Core Functions

- Manage approximately \$10 million dollars' worth of City assets
- Maintain and replenish the inventory of high use parts on an as-needed basis.
- Manage and procure the replacement of all City vehicles and equipment.
- Manage the registration and insurance for all City vehicles and equipment.
- Support the City Clerk in repair or replacement due to accidents.
- Support 4 insourcing programs.
- Outsource specialty vehicles and equipment for repair and maintenance

# 2021-2022 Biennium Fleet Accomplishments



- Managed over 140 vehicles and equipment, ensuring multiple City departments can respond to calls for service through strict preventative maintenance and proper replacement management.
- Fleet fiscal year (biennium) runs from June 15<sup>th</sup> to June 15<sup>th</sup> to provide real data to the city budget process.
- Total miles driven: 838,250
- Purchased 19 new vehicles and decommissioned/surplused 28 vehicles during the Biennium to date, along with 1,093 completed repair and service requests.
- Fleet is certified 3 star by Evergreen Fleet, meeting environmental and air quality criteria set by Evergreen Fleet Council.

# Fleet 2023-2024 Biennial Budget



## Equipment Replacement & Repair Fund (#501):

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	\$ 2,527,534	\$ 2,384,697	\$ 1,872,596			
<b>Sources</b>						
<i>Charges for Goods &amp; Services</i>	\$ 1,225,850	\$ 1,446,002	\$ 1,510,332	\$ 2,956,334	18.0%	4.4%
<i>Miscellaneous Revenues</i>	\$ 5,745	\$ 37,787	\$ 41,793	\$ 79,580	557.7%	10.6%
<i>Other Financing Sources</i>	\$ 67,992	\$ 70,000	\$ 70,000	\$ 140,000	3.0%	0.0%
<i>Transfers In</i>	\$ -	\$ 514,388	\$ -	\$ 514,388	100.0%	-100.0%
<b>Total Sources =</b>	<b>\$ 1,299,587</b>	<b>\$ 2,068,177</b>	<b>\$ 1,622,125</b>	<b>\$ 3,690,302</b>	<b>59.1%</b>	<b>-21.6%</b>
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 184,691	\$ 179,392	\$ 184,604	\$ 363,996	-2.9%	2.9%
<i>Employee Benefits</i>	\$ 84,802	\$ 83,521	\$ 86,751	\$ 170,272	-1.5%	3.9%
<i>Supplies</i>	\$ 242,577	\$ 386,898	\$ 436,232	\$ 823,130	59.5%	12.8%
<i>Services</i>	\$ 376,451	\$ 247,468	\$ 254,022	\$ 501,490	-34.3%	2.6%
<i>Capital Outlays</i>	\$ 553,903	\$ 1,682,999	\$ 61,226	\$ 1,744,225	203.8%	-96.4%
<i>Transfers Out</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<b>Total Uses =</b>	<b>\$ 1,442,425</b>	<b>\$ 2,580,278</b>	<b>\$ 1,022,835</b>	<b>\$ 3,603,113</b>	<b>78.9%</b>	<b>-60.4%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ (142,838)</b>	<b>\$ (512,101)</b>	<b>\$ 599,290</b>	<b>\$ 87,189</b>		
<b>Ending Fund Balance</b>	<b>\$ 2,384,697</b>	<b>\$ 1,872,596</b>	<b>\$ 2,471,886</b>			

# 2023-2024 Biennial Budget Fleet Outlook/Work Plan



- Fleet anticipates replacing and/or newly acquiring 15 vehicles and 6 pieces of equipment during the Biennium, totaling \$2.3 million.
- Fleet anticipates adding a 0.75 mechanic position to support the Police Take-home Program and bring staffing levels closer to industry-recommended levels.

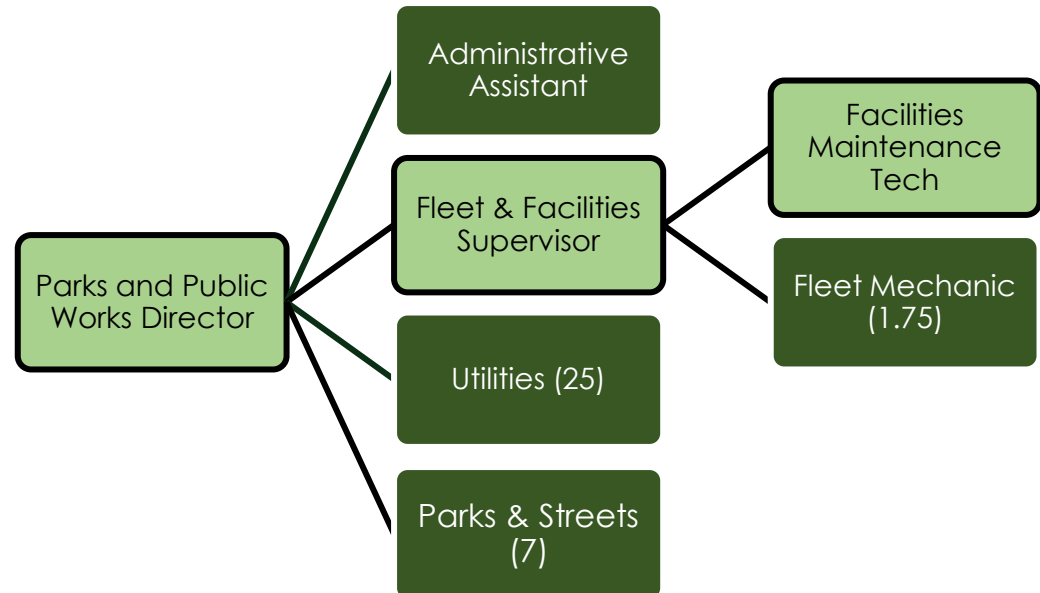


# Facilities Overview



## Mission

The Facilities Division provides the management, repair, and maintenance necessary to keep 5 municipal buildings and their grounds in excellent condition.



## Core Functions

- Maintain the interior condition and functionality of buildings.
- Repair mechanical or electrical components.
- Maintain and inspect the outside of buildings for foundation, siding, roof, gutter, fence, lighting, and other issues.
- Work to move heavy pieces of equipment, furniture, etc. in and out of buildings.
- Work with the Information Technology Department to secure buildings.
- Maintain landscaped grounds through mowing, edging, weeding, trimming, etc.
- Respond to requests from staff.

# 2021-2022 Biennium Facilities Accomplishments



- Facilities managed over 60,000 square feet of City buildings, maximizing the use of space to keep employees productive and accessible to visitors.
- Took the necessary preventative actions to ensure that each building will reach or exceed its anticipated useful life.

# Facilities 2023-2024 Biennial Budget



## Facilities Maintenance Fund (#510):

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	<b>\$ 636,450</b>	<b>\$ 711,374</b>	<b>\$ 208,066</b>			
<b>Sources</b>						
<i>Charges for Goods &amp; Services</i>	\$ 609,924	\$ 904,557	\$ 717,372	\$ 1,621,929	48.3%	-20.7%
<i>Miscellaneous Revenues</i>	\$ -	\$ 10,288	\$ 6,125	\$ 16,413	100.0%	-40.5%
<b>Total Sources =</b>	<b>\$ 609,924</b>	<b>\$ 914,845</b>	<b>\$ 723,497</b>	<b>\$ 1,638,342</b>	<b>50.0%</b>	<b>-20.9%</b>
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 151,225	\$ 158,595	\$ 163,587	\$ 322,182	4.9%	3.1%
<i>Employee Benefits</i>	\$ 99,899	\$ 80,847	\$ 84,004	\$ 164,851	-19.1%	3.9%
<i>Supplies</i>	\$ 48,575	\$ 54,137	\$ 55,492	\$ 109,629	11.5%	2.5%
<i>Services</i>	\$ 235,301	\$ 403,186	\$ 413,504	\$ 816,690	71.3%	2.6%
<i>Capital Outlays</i>	\$ -	\$ 207,000	\$ -	\$ 207,000	100.0%	-100.0%
<i>Transfers Out</i>	\$ -	\$ 514,388	\$ -	\$ 514,388	0.0%	0.0%
<b>Total Uses =</b>	<b>\$ 535,000</b>	<b>\$ 1,418,153</b>	<b>\$ 716,587</b>	<b>\$ 2,134,740</b>	<b>165.1%</b>	<b>-49.5%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ 74,924</b>	<b>\$ (503,308)</b>	<b>\$ 6,910</b>	<b>\$ (496,398)</b>		
<b>Ending Fund Balance</b>	<b>\$ 711,374</b>	<b>\$ 208,066</b>	<b>\$ 214,976</b>			

# 2023-2024 Biennium Facilities Outlook/Work Plan



- City Hall security enhancements and building improvements to prevent property damage, protect employees from emergent threats, and free up useable space to house employees.





# **2023-2024 Biennial Budget Department Overview**

## **Parks & Public Works: Engineering**

**October 4, 2022**

# Engineering Overview

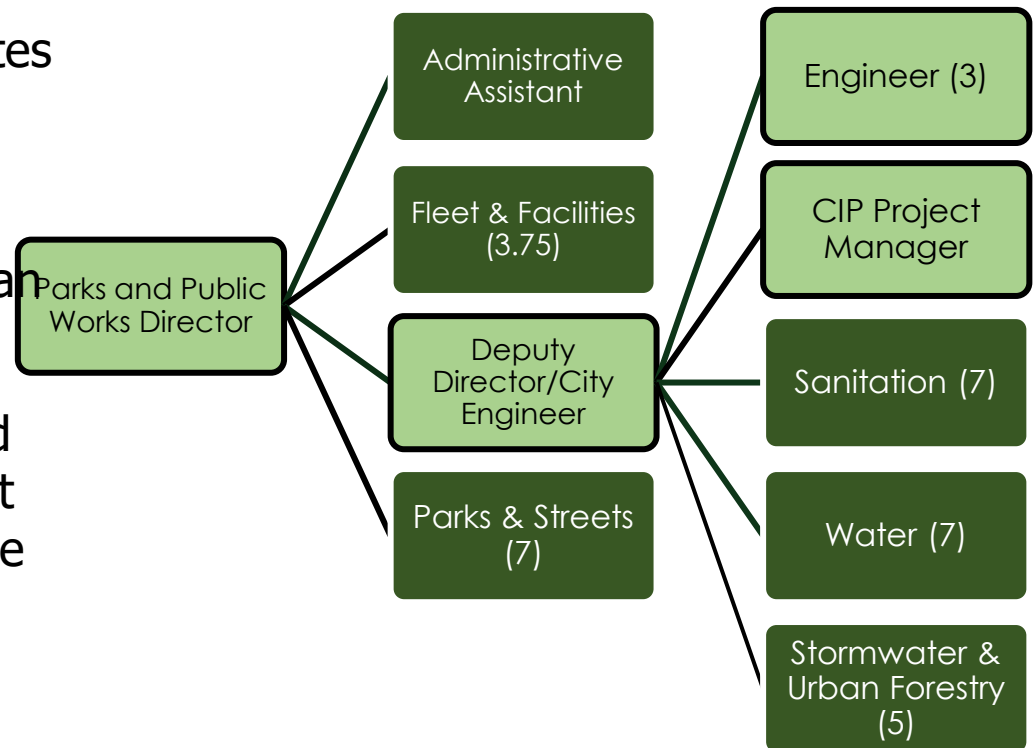


## Mission

The Non-Utilities Capital Fund is used for the acquisition or improvement of long-term park, transportation, and facility infrastructure (useful life greater than one year over the biennium).

The Utilities Capital Fund appropriates funds for the acquisition or improvement of long-term utility (water, sewer, and stormwater) infrastructure (useful life greater than one year over the biennium).

On August 8, 2022, Council adopted the 2023-2028 Capital Improvement Plan (CIP). The first two years of the plan have been incorporated into these funds for the 2023-2024 Biennial Budget.



# 2021-2022 Biennium Department Accomplishments



- Water Reclamation Facility – Phase II (APWA Project of the Year)
- Park Avenue Revetment Repair (First Segment of the River Walk Trail)
- Delta / Newton Infrastructure Rehabilitation Project
- Lift Stations 1 and 2 Facilities and Force Main Improvements
- Supported the updated Sewer Agreement with the Snoqualmie Tribe
- Downtown Utility Infrastructure Improvements Program (Tree Streets)
- Water and Wastewater Utility System Plan Updates
- Sidewalk Replacement Program
- Pavement Management Program
- Town Center Rapid Flashing Beacons
- Stellar Way Street Tree Replacement Project
- Swenson Signal Pole Repainting Project

# 2023-2024 Biennial Budget: Non-Utilities Capital



## Non-Utilities Capital Fund (#310):

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	<b>\$ 18,637,740</b>	<b>\$ 20,100,000</b>	<b>\$ 17,584,450</b>			
<b>Sources</b>						
<i>Taxes</i>	\$ 3,175,915	\$ 2,587,388	\$ 2,857,766	\$ 5,445,154	-18.5%	10.4%
<i>Intergovernmental Revenues</i>	\$ 1,740,000	\$ 8,518,550	\$ 2,383,400	\$ 10,901,950	389.6%	-72.0%
<i>Miscellaneous Revenues</i>	\$ -	\$ 349,012	\$ 166,234	\$ 515,246	100.0%	-52.4%
<i>Transfers In</i>	\$ -	\$ 2,500,000	\$ -	\$ 2,500,000	100.0%	-100.0%
<b>Total Sources =</b>	<b>\$ 4,915,915</b>	<b>\$ 13,954,950</b>	<b>\$ 5,407,400</b>	<b>\$ 19,362,350</b>	<b>183.9%</b>	<b>-61.3%</b>
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 81,850	\$ 232,366	\$ 240,149	\$ 472,515	183.9%	3.3%
<i>Employee Benefits</i>	\$ 30,429	\$ 97,940	\$ 101,719	\$ 199,659	221.9%	3.9%
<i>Supplies</i>	\$ 203	\$ -	\$ -	\$ -	-100.0%	0.0%
<i>Services</i>	\$ 7,696	\$ 158,258	\$ 162,391	\$ 320,649	1956.4%	2.6%
<i>Capital Outlays</i>	\$ 2,985,478	\$ 15,854,080	\$ 20,362,455	\$ 36,216,535	431.0%	28.4%
<i>Debt Service</i>	\$ 348,000	\$ 87,000	\$ 87,000	\$ 174,000	-75.0%	0.0%
<i>Transfers Out</i>	\$ -	\$ 40,856	\$ 17,136	\$ 57,992	100.0%	-58.1%
<b>Total Uses =</b>	<b>\$ 3,453,655</b>	<b>\$ 16,470,500</b>	<b>\$ 20,970,850</b>	<b>\$ 37,441,350</b>	<b>376.9%</b>	<b>27.3%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ 1,462,260</b>	<b>\$ (2,515,550)</b>	<b>\$ (15,563,450)</b>	<b>\$ (18,079,000)</b>		
<b>Ending Fund Balance</b>	<b>\$ 20,100,000</b>	<b>\$ 17,584,450</b>	<b>\$ 2,021,000</b>			

# 2023-2024 Biennial Budget: Utilities Capital



## Utilities Capital Fund (#417):

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	<b>\$ 10,682,998</b>	<b>\$ 19,400,000</b>	<b>\$ 21,137,442</b>			
<b>Sources</b>						
<i>Intergovernmental Revenues</i>	\$ 2,434,083	\$ 290,500	\$ 1,518,500	\$ 1,809,000	-88.1%	422.7%
<i>Miscellaneous Revenues</i>	\$ 5,531,607	\$ 3,572,153	\$ 3,719,350	\$ 7,291,503	-35.4%	4.1%
<i>Capital Contributions</i>	\$ 1,100,000	\$ 237,943	\$ 2,644,643	\$ 2,882,586	-78.4%	1011.5%
<i>Transfers In</i>	\$ 6,009,011	\$ 6,272,846	\$ 6,890,649	\$ 13,163,495	4.4%	9.8%
<b>Total Sources =</b>	<b>\$ 15,074,702</b>	<b>\$ 10,373,442</b>	<b>\$ 14,773,142</b>	<b>\$ 25,146,584</b>	<b>-31.2%</b>	<b>42.4%</b>
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 278,911	\$ 393,823	\$ 407,467	\$ 801,290	41.2%	3.5%
<i>Employee Benefits</i>	\$ 108,538	\$ 165,690	\$ 172,162	\$ 337,852	52.7%	3.9%
<i>Supplies</i>	\$ 231	\$ -	\$ -	\$ -	-100.0%	0.0%
<i>Services</i>	\$ 17,672	\$ 308,802	\$ 370,510	\$ 679,312	1647.5%	20.0%
<i>Capital Outlays</i>	\$ 3,504,437	\$ 5,208,685	\$ 17,197,861	\$ 22,406,546	48.6%	230.2%
<i>Debt Service</i>	\$ 2,447,911	\$ 2,409,000	\$ 2,408,000	\$ 4,817,000	-1.6%	0.0%
<i>Transfers Out</i>	\$ -	\$ 150,000	\$ -	\$ 150,000	100.0%	-100.0%
<b>Total Uses =</b>	<b>\$ 6,357,700</b>	<b>\$ 8,636,000</b>	<b>\$ 20,556,000</b>	<b>\$ 29,192,000</b>	<b>35.8%</b>	<b>138.0%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ 8,717,002</b>	<b>\$ 1,737,442</b>	<b>\$ (5,782,858)</b>	<b>\$ (4,045,416)</b>		
<b>Ending Fund Balance</b>	<b>\$ 19,400,000</b>	<b>\$ 21,137,442</b>	<b>\$ 15,354,584</b>			

# 2023-2024 Biennium Department Outlook/Work Plan



- In 2023, the Parks & Public Works Department will be conducting an in-depth organizational review looking to address job descriptions and to implement organizational improvements identified by outside review to improve service delivery and responsiveness.
- New Position: CIP Project Manager (Non-Utilities Only)
- Snoqualmie Parkway Rehabilitation
- Water Reclamation Facility – Phase III
- Source of Supply Improvement Project
- Community Park Splashpad Project & Community Center Expansion
- Riverwalk Phase I and Sandy Cove Bank Stabilization Projects
- Pump station and Lift Station Improvements
- City Hall security enhancements and building improvements
- Town Center Phase 3



# **2023-2024 Biennial Budget Department Review**

## **Parks & Public Works: Water**

**October 4, 2022**

# Department Overview

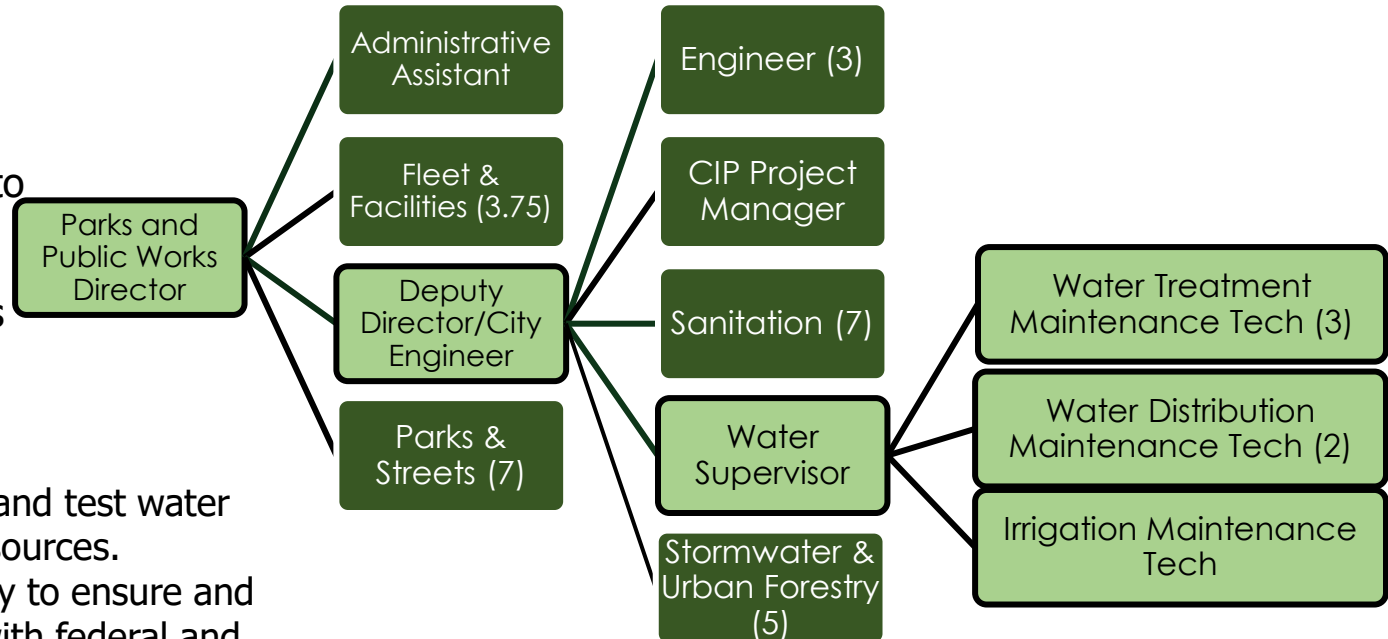


## Mission

To provide the management and maintenance necessary to deliver high quality drinking water to the residents and businesses of Snoqualmie.

## Core Functions

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



# 2021-2022 Biennium Department Accomplishments



- Provided continuous operations and maintenance (O&M) services through the Pandemic
- Park Avenue Revetment Repair (First Segment of the River Walk Trail)
- Delta / Newton Infrastructure Rehabilitation Project
- Tree Streets Main Replacement Project

# 2023-2024 Biennial Budget



## Water Operations Fund (#401):

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	<b>\$ 1,362,835</b>	<b>\$ 1,635,856</b>	<b>\$ 1,359,689</b>			
<b>Sources</b>						
<i>Licenses &amp; Permits</i>	\$ 3,238	\$ 3,335	\$ 3,435	\$ 6,770	3.0%	3.0%
<i>Charges for Goods &amp; Services</i>	\$ 4,857,266	\$ 5,158,947	\$ 5,479,489	\$ 10,638,437	6.2%	6.2%
<i>Miscellaneous Revenues</i>	\$ 17,505	\$ 28,532	\$ 21,895	\$ 50,427	63.0%	-23.3%
<b>Total Sources =</b>	<b>\$ 4,878,009</b>	<b>\$ 5,190,814</b>	<b>\$ 5,504,819</b>	<b>\$ 10,695,634</b>	<b>6.4%</b>	<b>6.0%</b>
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 513,027	\$ 745,834	\$ 770,087	\$ 1,515,921	45.4%	3.3%
<i>Employee Benefits</i>	\$ 272,908	\$ 380,391	\$ 395,044	\$ 775,435	39.4%	3.9%
<i>Supplies</i>	\$ 290,625	\$ 363,029	\$ 349,556	\$ 712,585	24.9%	-3.7%
<i>Services</i>	\$ 1,669,217	\$ 1,790,085	\$ 1,831,263	\$ 3,621,348	7.2%	2.3%
<i>Capital Outlays</i>	\$ 3,395	\$ 38,619	\$ 3,710	\$ 42,329	1037.5%	-90.4%
<i>Transfers Out</i>	\$ 1,855,816	\$ 2,149,023	\$ 2,435,751	\$ 4,584,774	15.8%	13.3%
<b>Total Uses =</b>	<b>\$ 4,604,987</b>	<b>\$ 5,466,981</b>	<b>\$ 5,785,411</b>	<b>\$ 11,252,392</b>	<b>18.7%</b>	<b>5.8%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ 273,022</b>	<b>\$ (276,167)</b>	<b>\$ (280,592)</b>	<b>\$ (556,758)</b>		
<b>Ending Fund Balance</b>	<b>\$ 1,635,856</b>	<b>\$ 1,359,689</b>	<b>\$ 1,079,098</b>			

# 2023-2024 Biennium Department Outlook/Work Plan



- In 2023, the Parks & Public Works Department will be conducting an in-depth organizational review looking to address job descriptions and to implement organizational improvements identified by outside review to improve service delivery and responsiveness.
- New Position: Water Maintenance Technician
- Source of Supply Improvement Project
- Booster Pump Station Improvements



# **2023-2024 Biennial Budget Department Overview**

## **Parks & Public Works: Sewer**

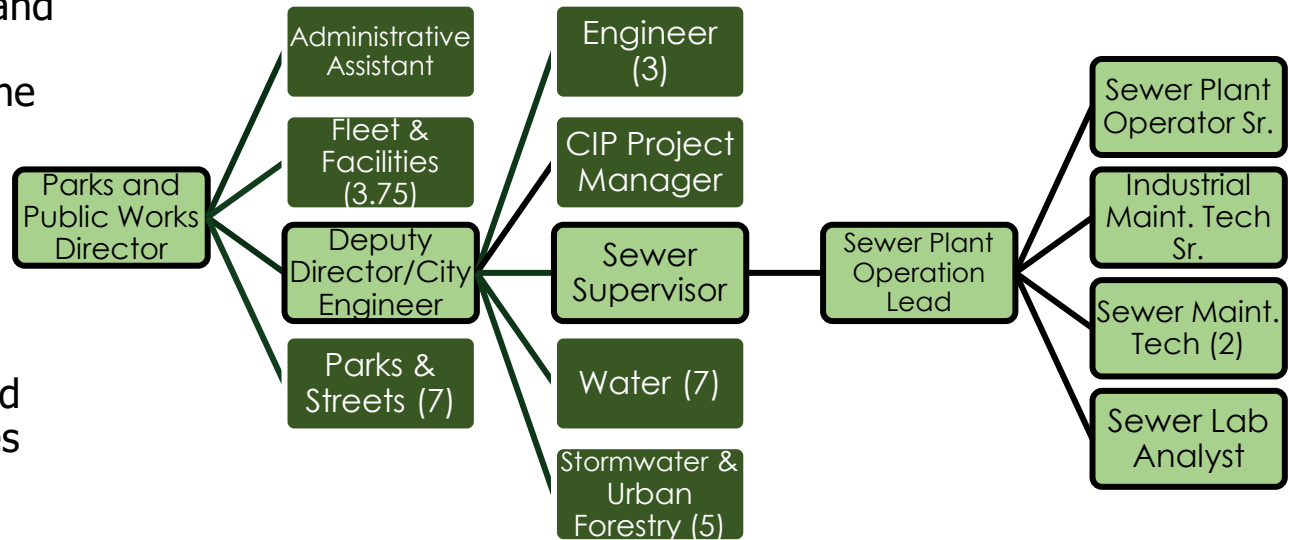
**October 4, 2022**

# Department Overview



## Mission

To provide the management and maintenance necessary to deliver a reliable system for the collection, conveyance, and treatment of sewage from residential and commercial users. The service provided ensures that residents and businesses can enjoy a personally clean, hygienic, and sanitary life free from diseases and contamination.

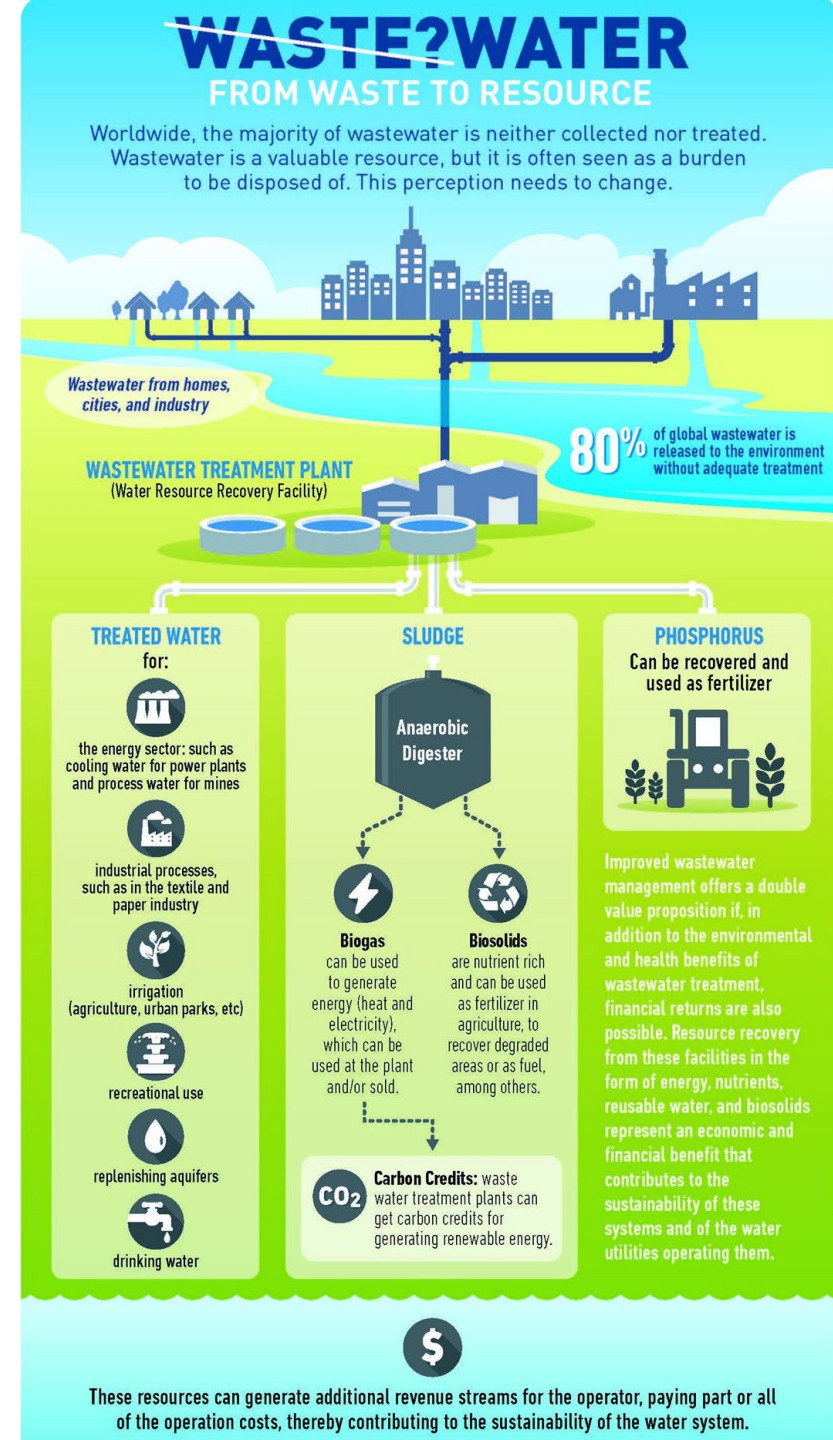


## Core Functions

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

# 2021-2022 Biennium Department Accomplishments

- Provided continuous operations and maintenance (O&M) services through the Pandemic
- Water Reclamation Facility (WRF)– Phase II (APWA Project of the Year)
- Delta / Newton Infrastructure Rehabilitation Project
- 2021- Cleaned 60,000 feet of sanitary sewer main
- 2022- Cleaned 60,000 feet of sanitary sewer main
- 2022- Saved and Recovered 100 million gallons of water through resource recovery efforts at the WRF.
- Produced and beneficially used 280 metric tons of biosolids annually for farming.



# 2023-2024 Biennial Budget



## Sewer Operations Fund (#402):

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	\$ 481,202	\$ 786,844	\$ 941,972			
<b>Sources</b>						
<i>Charges for Goods &amp; Services</i>	\$ 6,176,933	\$ 6,432,492	\$ 6,697,825	\$ 13,130,317	4.1%	4.1%
<i>Miscellaneous Revenues</i>	\$ 18,572	\$ 15,116	\$ 15,970	\$ 31,086	-18.6%	5.6%
<b>Total Sources =</b>	<b>\$ 6,195,505</b>	<b>\$ 6,447,608</b>	<b>\$ 6,713,795</b>	<b>\$ 13,161,403</b>	<b>4.1%</b>	<b>4.1%</b>
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 600,048	\$ 787,436	\$ 812,529	\$ 1,599,965	31.2%	3.2%
<i>Employee Benefits</i>	\$ 280,199	\$ 375,118	\$ 389,655	\$ 764,773	33.9%	3.9%
<i>Supplies</i>	\$ 280,105	\$ 290,940	\$ 297,962	\$ 588,902	3.9%	2.4%
<i>Services</i>	\$ 1,485,878	\$ 2,040,378	\$ 2,046,497	\$ 4,086,875	37.3%	0.3%
<i>Capital Outlays</i>	\$ 6,416	\$ 6,840	\$ 7,010	\$ 13,850	6.6%	2.5%
<i>Transfers Out</i>	\$ 3,237,218	\$ 2,791,768	\$ 3,164,252	\$ 5,956,020	-13.8%	13.3%
<b>Total Uses =</b>	<b>\$ 5,889,863</b>	<b>\$ 6,292,480</b>	<b>\$ 6,717,905</b>	<b>\$ 13,010,385</b>	<b>6.8%</b>	<b>6.8%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ 305,642</b>	<b>\$ 155,128</b>	<b>\$ (4,110)</b>	<b>\$ 151,018</b>		
<b>Ending Fund Balance</b>	<b>\$ 786,844</b>	<b>\$ 941,972</b>	<b>\$ 937,862</b>			

# 2023-2024 Biennium Department Outlook/Work Plan



- In 2023, the Parks & Public Works Department will be conducting an in-depth organizational review looking to address job descriptions and to implement organizational improvements identified by outside review to improve service delivery and responsiveness.
- Water Reclamation Facility – Phase III
- Pump station and Lift Station Improvements



# **2023-2024 Biennial Budget Department Overview**

**Parks & Public Works:  
Stormwater & Urban Forestry**

**October 4, 2022**



# Department Overview

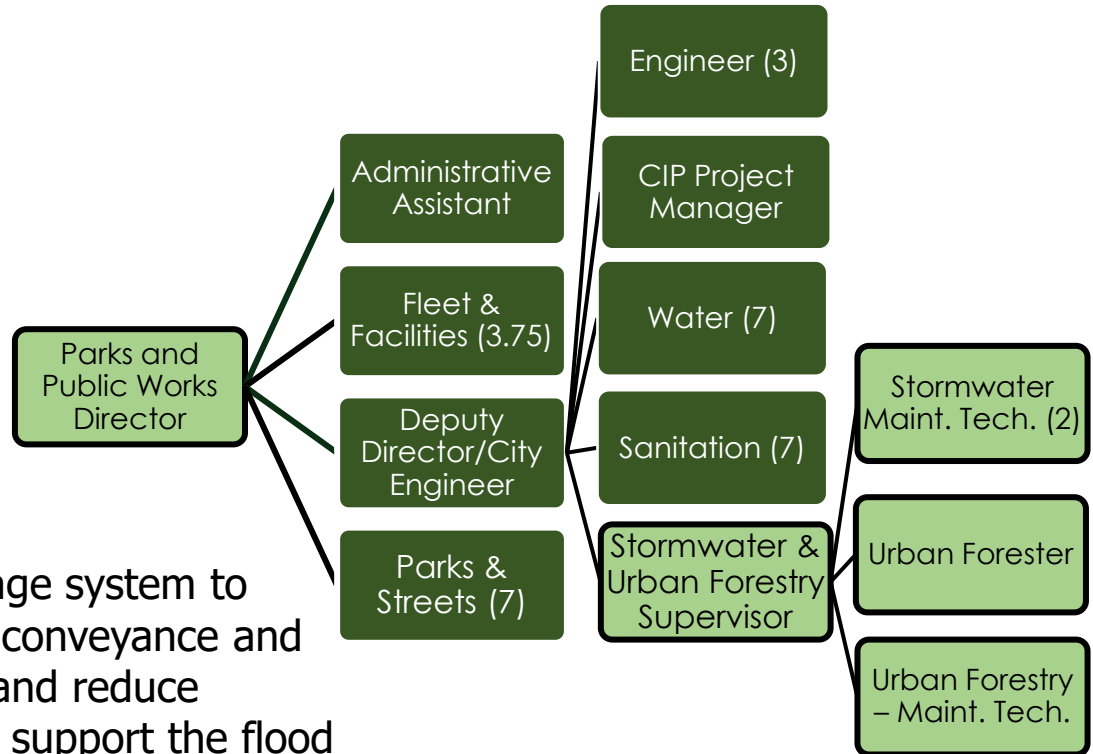


## Mission

To provide the management and maintenance necessary to preserve storm drainage, catch basin, and water retention facilities critical for healthy streams, clean water, and a green environment.

## Core Functions

- Clean and repair the storm drainage system to maintain satisfactory stormwater conveyance and water quality, remove pollutants and reduce flooding and stream erosion/ and support the flood control efforts of the City.
- Maintain the City's National Pollutant Discharge Elimination System (NPDES) permit.
- Maintain the Urban Forestry Program with annual funding.



# 2021-2022 Biennium Department Accomplishments



- Provided continuous operations and maintenance (O&M) services through the Pandemic
- Park Avenue Revetment Repair (First Segment of the River Walk Trail)
- Delta / Newton Infrastructure Rehabilitation Project
- 156 Street and Park trees planted, including complete tree replacement on Steller Way.
- 1000+ volunteer hours in Green Snoqualmie Partnership events to restore Snoqualmie's forests.
- Inspected and provided maintenance to 600 Storm drains

# 2023-2024 Biennial Budget



## Stormwater Operations Fund (#403):

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Beginning Fund Balance</b>	<b>\$ 613,908</b>	<b>\$ 984,709</b>	<b>\$ 621,178</b>			
<b>Sources</b>						
<i>Charges for Goods &amp; Services</i>	\$ 2,635,524	\$ 2,838,624	\$ 3,057,401	\$ 5,896,025	7.7%	7.7%
<i>Miscellaneous Revenues</i>	\$ 6,233	\$ 12,275	\$ 6,082	\$ 18,357	96.9%	-50.5%
<b>Total Sources =</b>	<b>\$ 2,641,757</b>	<b>\$ 2,850,899</b>	<b>\$ 3,063,483</b>	<b>\$ 5,914,382</b>	<b>7.9%</b>	<b>7.5%</b>
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 286,106	\$ 477,431	\$ 493,335	\$ 970,766	66.9%	3.3%
<i>Employee Benefits</i>	\$ 166,164	\$ 255,373	\$ 265,331	\$ 520,704	53.7%	3.9%
<i>Supplies</i>	\$ 136,319	\$ 149,710	\$ 153,455	\$ 303,165	9.8%	2.5%
<i>Services</i>	\$ 694,622	\$ 999,861	\$ 1,008,760	\$ 2,008,621	43.9%	0.9%
<i>Capital Outlays</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<i>Transfers Out</i>	\$ 987,745	\$ 1,332,055	\$ 1,290,646	\$ 2,622,701	34.9%	-3.1%
<b>Total Uses =</b>	<b>\$ 2,270,956</b>	<b>\$ 3,214,430</b>	<b>\$ 3,211,527</b>	<b>\$ 6,425,957</b>	<b>41.5%</b>	<b>-0.1%</b>
<b>Sources Over (Under) Uses =</b>	<b>\$ 370,801</b>	<b>\$ (363,531)</b>	<b>\$ (148,044)</b>	<b>\$ (511,575)</b>		
<b>Ending Fund Balance</b>	<b>\$ 984,709</b>	<b>\$ 621,178</b>	<b>\$ 473,134</b>			

# 2023-2024 Biennium Department Outlook/Work Plan



- In 2023, the Parks & Public Works Department will be conducting an in-depth organizational review looking to address job descriptions and to implement organizational improvements identified by outside review to improve service delivery and responsiveness.
- New Positions:
  - Stormwater & Urban Forestry Supervisor
  - Stormwater Maintenance Technician
- Riverwalk Phase I and Sandy Cove Bank Stabilization Projects
- Drainage improvements and repair
- Kimball Creek Restoration
- Autumn Ave complete street tree replacement



# **2023-2024 Biennial Budget Department Review**

## **Executive**

**October 4, 2022**

# Department Overview



## Mission

The Mayor and her team provide guidance and leadership to the City through policy implementation and propel the vision of the City as expressed through the legislative process.

## Core Functions

- Serve as the Chief Executive of the City and provide leadership and oversight over all department functions.
- Serve as City representative in legislative affairs and intergovernmental relations.
- Implement the priorities of the City Council throughout the entire organization.
- Support departments with additional analytical capacity when needed, especially in regard to large or abnormal projects.
- Manage and oversee the Human Services allocation process, under the advisement of the Human Services Commission.



# 2021-2022 Biennium Department Accomplishments



- Transitioned to a new Mayoral team, including a new City Administrator
- Successfully navigated the City through the COVID-19 Pandemic
- Oversaw the appointment of a new Parks & Public Works Director, Finance & HR Director, and Community Development Director
- Collaborated with the Snoqualmie Tribe to Amend the Sewer Utility Service Agreement, expanding treatment capacity
- State Route 18 Funding

# 2023-2024 Biennial Budget



## Administrative Depts. Functional Classification (#001):

### Executive Table

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 324,532	\$ 350,675	\$ 361,689	\$ 712,364	8.1%	3.1%
<i>Employee Benefits</i>	\$ 117,711	\$ 99,002	\$ 102,788	\$ 201,790	-15.9%	3.8%
<i>Supplies</i>	\$ -	\$ 1,663	\$ 2,508	\$ 4,171	100.0%	50.8%
<i>Services</i>	\$ 79,740	\$ 401,986	\$ 148,577	\$ 550,563	404.1%	-63.0%
<i>Capital Outlays</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<i>Transfers Out</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<b>Total Uses =</b>	<b>\$ 521,983</b>	<b>\$ 853,326</b>	<b>\$ 615,562</b>	<b>\$ 1,468,888</b>	<b>63.5%</b>	<b>-27.9%</b>

# 2023-2024 Biennium Department Outlook



- Council Chambers Audio/Visual Upgrade will increase the ease of use for technology during meetings.
- Security Infrastructure at City Hall will account for potential safety risks and free up more useable space to house employees.
- The development of a strategic plan will help the City to think more deeply about its current opportunities and challenges, provide guidance and direction to departments, uncover ways to protect key services, and find those strategic investments that will help to propel the City well into the future.



# **2023-2024 Biennial Budget Department Review**

**City Clerk**

**October 4, 2022**

# Department Overview



## **Mission**

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

## **Core Services:**

- Manage the legislative affairs of the City.
- Responsible for records management.
- Provide administrative support to elected officials.
- Serve as the City's volunteer coordinator.
- Provide oversight of the City's risk management program.

City Clerk

# 2021-2022 Biennium Department Accomplishments



- Created a new Submittal Process for Agenda Items
- Implemented a new Contract Routing Process
- Set up MuniCode and MuniDocs access to facilitate easier public access to appropriate City documents
- Managed the documentation and custodial requirements related to City Council action for over 200 Agenda Bills and counting

# 2023-2024 Biennial Budget



## Administrative Depts. Functional Classification (#001):

### City Clerk Table

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 112,072	\$ 114,498	\$ 118,506	\$ 233,004	2.2%	3.5%
<i>Employee Benefits</i>	\$ 41,297	\$ 49,824	\$ 51,724	\$ 101,548	20.6%	3.8%
<i>Supplies</i>	\$ 209	\$ 354	\$ 362	\$ 716	69.4%	2.3%
<i>Services</i>	\$ 757,287	\$ 734,391	\$ 752,231	\$ 1,486,622	-3.0%	2.4%
<i>Capital Outlays</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<i>Transfers Out</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<b>Total Uses =</b>	<b>\$ 910,865</b>	<b>\$ 899,067</b>	<b>\$ 922,823</b>	<b>\$ 1,821,890</b>	<b>-1.3%</b>	<b>2.6%</b>

# 2023-2024 Biennium Department Outlook/Work Plan



- The City Clerk position is currently vacant. Interviews are underway and a new City Clerk is anticipated to be hired before the new Biennium.



# **2023-2024 Biennial Budget Department Review**

## **Communications**

**October 4, 2022**

# Department Overview



## Mission

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

Communications  
Coordinator

Communications  
Assistant

# 2021-2022 Biennium Department Accomplishments



- New Communications Coordinator
- Management of multi-channel access to city news and happenings, including City Council meetings livestreamed on YouTube, City E-News, Facebook, NextDoor, Twitter, and Notify Me

# 2023-2024 Biennial Budget



## Administrative Depts. Functional Classification (#001): *Communications Table*

	2022 Restated or Estimated	2023 Proposed Budget	2024 Proposed Budget	2023-2024 Proposed Budget	2022 to 2023 % Change	2023 to 2024 % Change
<b>Uses</b>						
<i>Salaries &amp; Wages</i>	\$ 135,366	\$ 161,659	\$ 167,317	\$ 328,976	19.4%	3.5%
<i>Employee Benefits</i>	\$ 76,378	\$ 97,384	\$ 101,251	\$ 198,635	27.5%	4.0%
<i>Supplies</i>	\$ 103	\$ 3,350	\$ 4,380	\$ 7,730	3152.4%	30.7%
<i>Services</i>	\$ 112,843	\$ 117,790	\$ 86,226	\$ 204,016	4.4%	-26.8%
<i>Capital Outlays</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<i>Transfers Out</i>	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
<b>Total Uses =</b>	<b>\$ 324,690</b>	<b>\$ 380,183</b>	<b>\$ 359,174</b>	<b>\$ 739,357</b>	<b>17.1%</b>	<b>-5.5%</b>

# 2023-2024 Biennium Department Outlook/Work Plan



- Community Survey
- Website redesign is underway and should be launched during 2022
- Expand graphics and video capabilities to incorporate more in-house design

## A8: Vehicle & Equipment Replacement Schedule



CITY OF SNOQUALMIE ER&R VEHICLE & EQUIPMENT REPLACEMENT SCHEDULE																								
		Apr-22																						
No.	YEAR	MAKE	MODEL	Current Mileage	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042
Replacement Vehicles & Equipment																								
		Finance & Administration (14)																						
2	2015	Ford	Fusion	26773			\$ 54,427										\$ 73,144							
3	2020	Ford	Escape 4x4	2613								\$ 48,380										\$ 65,018		
4	2022	Ford	Escape 4x4	613										\$ 48,380										
G-5	1997	Kohler Gen-Set	60 KW	580							\$ 90,125													
Estimated Annual Cost					\$ -	\$ -	\$ 54,427	\$ -	\$ -	\$ -	\$ 90,125	\$ 48,380	\$ -	\$ 48,380	\$ -	\$ -	\$ 73,144	\$ -	\$ -	\$ -	\$ -	\$ 65,018	\$ -	\$ -
		Police Department (21)																						
101	2022	FORD	F-150 4x4 Crew	100					\$ 102,018					\$ 118,269					\$ 137,110					\$ 158,951
102	2022	FORD	Explorer SUV 4x4	3374					\$ 98,541					\$ 114,239					\$ 132,437					\$ 153,437
103	2022	FORD	Explorer SUV 4x4	939					\$ 98,541					\$ 114,239					\$ 132,437					\$ 153,437
104	2022	FORD	Explorer SUV 4x4	3381					\$ 98,541					\$ 114,239					\$ 132,437					\$ 153,437
105	2020	FORD	Explorer SUV 4x4	47919			\$ 92,880					\$ 107,675					\$ 124,828					\$ 144,713		
106	2013	CHEV.	Tahoe SUV 4x4	48856											\$ 104,998									
107	2020	FORD N.B	Explorer SUV 4x4	43623			\$ 92,880					\$ 107,675					\$ 124,828					\$ 144,713		
108	2022	FORD N.B	Explorer SUV 4x4	100					\$ 98,541					\$ 114,239					\$ 132,437					\$ 153,437
109	2020	FORD	Explorer SUV 4x4	29753			\$ 92,880					\$ 107,675					\$ 124,828					\$ 144,713		
110	2020	FORD N.B	Explorer SUV 4x4	37389			\$ 92,880					\$ 107,675					\$ 124,828					\$ 144,713		
111	2022	FORD N.B	Explorer SUV 4x4	100					\$ 98,541					\$ 114,239					\$ 132,437					\$ 153,437
112	2022	FORD	Explorer SUV 4x4	100					\$ 98,541					\$ 114,239					\$ 132,437					\$ 153,437
122	2020	FORD	Explorer SUV 4x4	61425			\$ 92,880					\$ 107,675					\$ 124,828					\$ 144,713		
123	2022	FORD	Explorer SUV 4x4	100					\$ 98,541					\$ 114,239					\$ 132,437					\$ 153,437
126	2017	FORD	Sedan AWD PPV	30760					\$ 61,598										\$ 82,783					
127	2017	FORD	Sedan AWD PPV	41300					\$ 61,598										\$ 82,783					
130	2018	FORD	Transit Van	26246						\$ 105,894										\$ 142,313				
136	2001	HONDA	XR 650L	1972		\$ 13,113										\$ 17,623							\$ 21,673	
137	2001	HONDA	XR 650L	1400		\$ 13,113										\$ 17,623							\$ 21,673	
G-3	1998	KOHLER	20KW	668			\$ 77,745																	
Estimated Annual Cost					\$ -	\$ 26,226	\$ 542,145	\$ -	\$ 915,001	\$ 105,894	\$ -	\$ 538,375	\$ -	\$ 917,942	\$ 104,998	\$ 35,246	\$ 624,140	\$ -	\$ 1,229,735	\$ 142,313	\$ -	\$ 723,565	\$ 43,346	\$ 1,233,010
		Fire Department (22)																						
601	2003	FIRE E-LAFRANCE	Eagle	4948	\$ 900,000																			
602	2009	FIRE E-CRIMSON	Fire Engine	6771											\$ 1,045,708									
603	2020	FORD	F-450 AID UNIT	14371											\$ 382,114									
604	2013	FORD	AID UNIT	68469			\$ 301,634												\$ 430,070					
G-21	2012	GENERAC GEN SET	100KW YMCA	73																\$ 104,691				
606	2020	FORD	Explorer SUV 4X4	4617						\$ 90,576								\$ 114,742						
607	2016	CHEV	2500 4x4 pickup	33237			\$ 78,800								\$ 99,170								\$ 126,000	
608	2011	CHEV	TAHOE 4X4	58263		2nd life								2nd life								2nd life		
612	2020	CARGOMATE	ENCL. TRAILER	NA								\$ 22,719										\$ 30,532		
G-12	2005	ONAN GEN SET	85KW	657								\$ 83,750												
Estimated Annual Cost					\$ 900,000	\$ -	\$ 380,434	\$ -	\$ -	\$ 90,576	\$ -	\$ 106,469	\$ -	\$ -	\$ 1,526,992	\$ -	\$ -	\$ 114,742	\$ 430,070	\$ 104,691	\$ -	\$ 30,532	\$ 126,000	\$ -
		Building Department (24)																						
501	2012	CHEV	Colorado 4x4	61416			\$ 49,853													\$ 73,209				
504	2012	CHEV	Colorado 4x4	48141				\$ 51,349													\$ 75,406			
Estimated Annual Cost					\$ -	\$ -	\$ 49,853	\$ 51,349	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 73,209	\$ 75,406	\$ -	\$ -	\$ -
		Water & Irrigation Division (34)																						
201	2012	Honda	Pump	na					\$ 3,246															\$ 5,057
202	2012	Honda	Pump	na					\$ 3,246															\$ 5,057
203	2011	PUMP-HONDA	WB-30X	na			\$ 3,200																\$ 4,986	
223	2008	INGERSOL RAND	P185AWIR	562						\$ 25,114										\$ 33,751				\$ 288,976
310	2022	BACKHOE-CASE	590SL	10																				
228	2020	DUMP TCK-GMC	PETERBILT	362																		\$ 370,251		
230	2017	FORD	3/4 t 4x4 pu	29892					\$ 62,291										\$ 83,713					
232	2003	CHEV	1 Ton service	82437	\$ 85,000															\$ 132,430				
233	2022	FORD	F-150 Ext. cab 4x4	846										\$ 57,800										\$ 77,677
502	2012	CHEV	Colorado 4x4	61276			\$ 51,349														\$ 75,406			
237	2017	FORD	Explorer	14415					\$ 55,367										\$ 74,411					
238	2017	FORD	F-350 Ext. cab 4x4	32195					\$ 62,291										\$ 83,713					
20	2008	CHEV	1500 EXT CAB	100348	2nd																			
244	1999	GENERATOR/ONAN	Trailer Mount	411				\$ 217,032																
246	2000	COMPACTOR/WACK	BS600	na		\$ 5,000															\$ 7,659			
259	2011	Carry-On	Enclosed Trailer	na										\$ 7,906										
455	2004	CHEVY	3/4 TON UTILITY	120295	\$ 75,000																			
G-15	2007	KOHLER GEN SET	350KW JACOBIA	1605										\$ 194,093										
G-16	2007	KOHLER GEN SET	350KW JACOBIA	1439										\$ 194,093										
G-17	2007	KOHLER GEN SET	350KW JACOBIA	1567										\$ 194,093										
G-20	2011	KOHLER GEN SET	200KW 384TH	681														\$ 101,440						
G-24	2017	ONAN GEN SET	500KW 1040PS	387																			\$ 163,710	
G-26	2017	ONAN GEN SET	450KW WELL8	755																			\$ 179,614	
G-27	2017	ONAN GEN SET	20KW CANYON	428																			\$ 61,714	
G-28	2017	ONAN GEN SET	WTP	346																			\$ 61,714	
Estimated Annual Cost					\$ 160,000	\$ 5,000	\$ -	\$ 271,581	\$ 186,441	\$ 25,114	\$ -	\$ -	\$ -	\$ 647,985	\$ -	\$ -	\$ -	\$ 101,440	\$ 241,837	\$ 166,181	\$ 75,406	\$ 377,910	\$ 4,986	\$ 843,519
		Waste Water Division (35)																						
G-1	2017	ONAN GEN SET	WWTP 600KW	800																				\$ 228,128
G-10	2003	GENERAC GEN SET	LIFT 1 60KW	181						\$ 75,480														
G-11	2003	KOHLER GEN SET	LIFT Z 30KW	777						\$ 75,480														
G-13	2005	KOHLER GEN SET	LIFT K-2 60KW	734								\$ 75,165												
G-14	2007	KOHLER GEN SET	LIFT N-6 45KW	474										\$ 75,481										

CITY OF SNOQUALMIE ER&R VEHICLE & EQUIPMENT REPLACEMENT SCHEDULE																									
No.	YEAR	Apr-22 MAKE	MODEL	Current Mileage	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	
G-2	1995	ONAN GEN SET	KIMBAL C 450KW	3285			\$ 187,506																		
G-4	2008	KOHLER GEN SET	LIFT BP 100KW	408																					
G-6	1997	KOHLER GEN SET	LIFT E 60KW	738					\$ 90,128			\$ 92,850			\$ 75,481										
G-7	1998	KOHLER GEN SET	LIFT F 60KW	795						\$ 90,128															
G-8	1998	KOHLER GEN SET	LIFT K-3 60KW	717						\$ 90,128															
G-9	2001	KOHLER GEN SET	LIFT L 60KW	1316								\$ 92,850													
G-18	2011	KOHLER GEN SET	LIFT 4 25KW	506														\$ 75,481							
G-19	2011	KOHLER GEN SET	LIFT 3 25KW	612														\$ 75,481							
G-22	2013	KOHLER GEN SET	LIFT S12	150																	\$ 75,481				
G-23	2015	KOHLER GEN SET	LIFT HOSP. 99TH	291																		\$ 75,481			
243	1999	GENERATOR/ONAN	Trailer Mount	496			\$ 210,771																		
301	2020	FORD	F-350 Ext. cab 4x4	5787													\$ 102,500								
303	2020	FORD	F-350 Ext. cab 4x4	7977													\$ 102,500								
304	2015	CHEVY	1/2 t 4x4 Pickup	78276								\$ 59,374													
236	2000	FORD	F-550 SERVICE T	71000				\$ 98,000																	
Estimated Annual Cost					\$ -	\$ -	\$ 398,277	\$ 98,000	\$ 90,128	\$ 331,216	\$ -	\$ 320,239	\$ -	\$ 75,481	\$ 75,481	\$ -	\$ 205,000	\$ 150,962	\$ -	\$ -	\$ 75,481	\$ 75,481	\$ -	\$ 228,128	
Stormwater Division (38)																									
248	2014	SWEeper	SCHWARZE	1515	\$ 375,000										\$ 470,655										
Estimated Annual Cost					\$ 375,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 470,655	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Street Division (42)																									
226	1997	BACK HOE/CASE	580 SL	3368	\$ 180,000																				
227	2009	FORD	F-550 DUMP	32311							\$ 171,091														
229	2020	DUMP TRUCK	PETERBILT	1236																		\$ 370,251			
234	2012	FORD	F-250 Ext. cab 4x4	56250						\$ 72,211															
235	2017	FORD	F-350 Ext. cab 4x4	43836					\$ 62,291										\$ 83,713						
247	2000	LINELAZER/GRACO	3900	na								\$ 16,000													
257	2011	KUBOTA	KX121	1250									\$ 159,450												
261	2014	PJ TRAILER	14K TILT	na							\$ 10,270														
262	2016	BE PRESSURE WASH		na				\$ 2,630					\$ 3,049					\$ 3,535							
Estimated Annual Cost					\$ 180,000	\$ -	\$ -	\$ 2,630	\$ 62,291	\$ 72,211	\$ 181,361	\$ 16,000	\$ 162,499	\$ -	\$ -	\$ -	\$ -	\$ 3,535	\$ 83,713	\$ -	\$ -	\$ 370,251	\$ -	\$ -	
Fleet Division (48)																									
35	2008	CHEV	1500 Ext. 4X4	88879																					
24	2020	FORD	F-350 Ext. cab 4x4	5742								\$ 77,900										\$ 140,695			
21	2020	FORD	F-350 Ext. cab 4x4	8700								\$ 77,900										\$ 140,695			
36	2009	FORD	ESCAPE	107926																					
245	1997	LIFT TRK - CAT	T30D	na	\$ 49,999																				
G-25	2017	KOHLER GEN SET	125KW P.W.	383																				\$ 89,215	
Estimated Annual Cost					\$ 49,999	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 155,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 281,390	\$ -	\$ 89,215
Parks Department (76)																									
401	2008	FORD	F-250 Ext. cab 4x4	115150			\$ 75,000																\$ 120,353		
402	2020	FORD	F-350 Ext. cab 4x4	7807													\$ 102,500								
403	2009	FORD	F-350 4X4	86751				\$ 77,250													\$ 113,440				
404	2011	FORD	F-350 Ext. cab 4x4	69961									\$ 81,275												
405	2020	FORD	F-350 Ext. cab 4x4	5907													\$ 102,500								
406	2008	TORO	4100D	1181						\$ 110,584															
409	2021	TORO	54" Walkbehind	84				\$ 13,757					\$ 15,949					\$ 18,490					\$ 21,436		
412	2013	MOWER-TORO	4700 M#30868	1360				\$ 121,344													\$ 178,194				
418	2017	CHPER-VERMEER	BC1000	275																					
421	1999	PAROS	Trailer 2 1/2 T	na				\$ 12,598											\$ 65,111			\$ 16,930			
422	2013	OLYMPIC	Trailer 1 1/2 T	na	\$ 6,000										\$ 6,790										
423	2020	KUBOTA	SIDE BY SIDE	73																		\$ 25,285			
430	2020	KUBOTA	L4701 TRACTOR	140																		\$ 60,500			
433	2020	TORO	54" Walkbehind	238			\$ 13,357					\$ 15,485					\$ 17,951					\$ 20,811			
434	2008	FORD	F-250	75080						\$ 81,952															
437	2022	EAGLE	Trailer 1 1/2 T	na										\$ 11,423											
441	2007	TORO	Sand Pro 2020	801		\$ 17,000										\$ 22,846									
41	2003	TORO	Sand Pro 2020	854			\$ 17,510										\$ 23,531								
442	2020	TORO	GM3500D	432								\$ 49,140										\$ 66,039			
444	2003	MAGNUM	Trailer	na	\$ 12,000																				
454	2008	FORD	F-350 Dump	37692															\$ 116,850						
460	2013	TORO	Z450	577				\$ 13,758					\$ 15,949					\$ 18,48							

## A9: Glossary of Common Budget Terms



# GLOSSARY OF COMMONLY USED BUDGET TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**Cash Flow-** The revenue or expenditures expected to be generated through daily receipts and payments over a period.

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

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

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

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

**Debt Service-** Interest and principal payments on debt.

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

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

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

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

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

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

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

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

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

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

**Internal Controls-** A system of controls established by the city that are designed to safeguard the assets of the city and provide reasonable assurances as to the accuracy of financial data.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Interest income and miscellaneous revenue.

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

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

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

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

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