



Department Reports

June 2025



Communications Division

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Social Media

- Facebook 204K reach; 440.2K views; 9657 followers (1,392 new). 3rd consecutive big engagement month.
- X – 3683 followers
- Instagram – 26.4K reach; 52.4K views; 3338 followers (49 new). Record engagement month on IG.
- Top Posts: Splash Pad Grand Opening photo (187K views); Splash Pad Ribbon Cutting re-cap video (38.3K views); Splash Pad teaser video (31.2K views).



Website

- Website users: 25K; website sessions: 34.3K; pageviews: 54.8K.
- Top pages: Splash Pad, Splash Pad Grand Opening news release, Twin Peaks.
- Big Truck Day, Snoqualmie Falls, and website calendar also top 10 page destinations for website users.



Department Support & Initiatives

- Mayor: Splash Pad Ribbon Cutting; Fire Station Open House; Ross Report.
- Fire/OEM: Fire Dept. Open House marketing; window safety PSA; river still cold PSA; fireworks safety PSA video.
- Police: new webpage on E-bikes safety; news release ILA litigation; created 'E-motorcycles are not E-bikes' for web and utility bill insert.
- PPW: Meadowbrook Bridge Closure; Green Snoqualmie event.
- Community Survey: Public outreach; survey now closed and response levels surpassed 2023 community survey.
- Strategic Plan: Assisted consultant with public outreach.
- New City styleguide created to align communications with new letterhead and memo templates, email signatures, preferred font, etc. Roll out happens in July.



E-News

- Sent 3064 e-news emails.
- 761 subscribers.
- 58.2% open rate; 6% click thru rate.



Community Outreach

- **Splash Pad Opening – June 6**

Splish! Splash! The splash pad opened to record crowds and hot weather. The community adores this new park amenity, as do visitors from all over the Eastside and beyond.



- **Big Truck Day – June 26**

Record BIG crowds - 800 people attended the event. Snoqualmie residents and visitors from every Eastside city along I-405 and SR 18 enjoyed this family-friendly, inclusive event.





Community Development Department

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June 2025 Monthly Report

Permit Activity

Permit applications remain relatively average.

Building	June 2025	YTD
Permit Applications	60	264
Permits Issued	57	220
Total Inspections	46	264

Planning	June 2025	YTD
Pre-Applications	1	4
Sign Permits	0	5

Boards and Commissions:

Planning Commissioners worked on Climate Element, particularly the goals and policies

Planning had a booth at the Outdoor Adventure Jamboree to engage children on climate change

EDC meeting on 6/18 where signage regulations for small businesses was discussed, as well as coordinating a meeting with the City of North Bend EDC (tentatively scheduled for September).

Planning Projects:

SVH: Clear and Grade plans issued 6/23; construction has started

PWR: Ongoing geotechnical tests being conducted to sample groundwater

NWRM: Pre-application meeting being held in July

Mill Site: meeting with staff to provide a progress update in early July

Department News:

Conducted interviews for associate planner and selected qualified applicant to start on 7/7

Director attended Snoqualmie Valley Rural Transportation Advocacy workshop 6/13



Fire Department

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Fire Department Activity June 2025

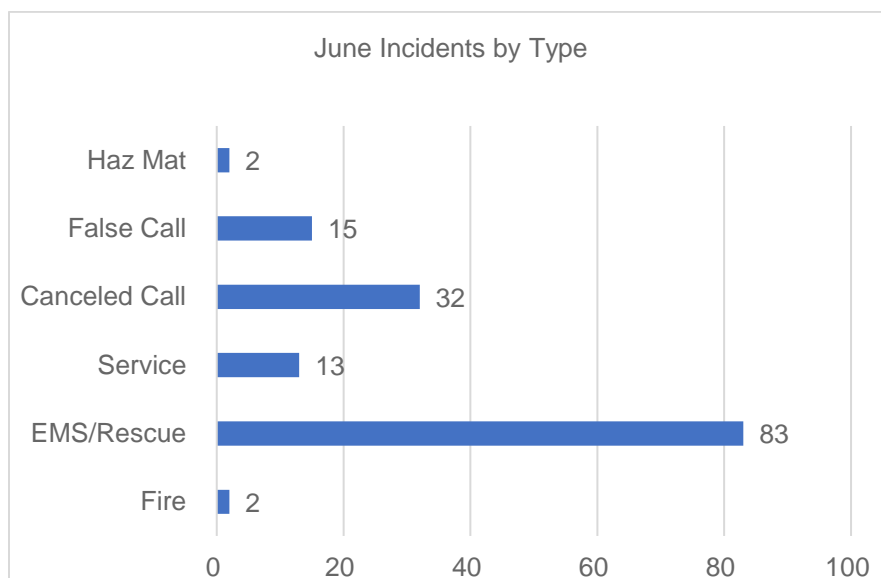
Incident Count June, 2025

The Fire Department responded to 147 incidents in June. 56% of the incidents were for emergency medical services and 44% were fire or service-related incidents. The following chart displays incident count per day.



Incident Count by Type:

The following is a count breakdown of incidents by type.



Travel Time

For incidents within the city, the 90th percentile travel time for the first arriving unit responding in emergency mode was 7:29 seconds and is broken down as follows.

Type	0:00 - 3:59	4:00 - 7:59	8:00 - 11:59	12:00 - 15:59	16:00 - 29:59	30:00 +
Aid Car	18	25	2	0	0	0
Engine	19	8	2	0	0	0
Chief Officer	0	0	0	0	0	0
Total	37	33	4	0	0	0

For incidents outside the city, the 90th percentile travel time for the first arriving unit responding in emergency mode was 16:15 and is broken down as follows.

Type	0:00 - 3:59	4:00 - 7:59	8:00 - 11:59	12:00 - 15:59	16:00 - 29:59	30:00 +
Aid Car	1	6	3	7	2	0
Engine	1	5	5	3	2	0
Chief Officer	0	0	0	0	0	0
Total	2	11	8	10	4	0

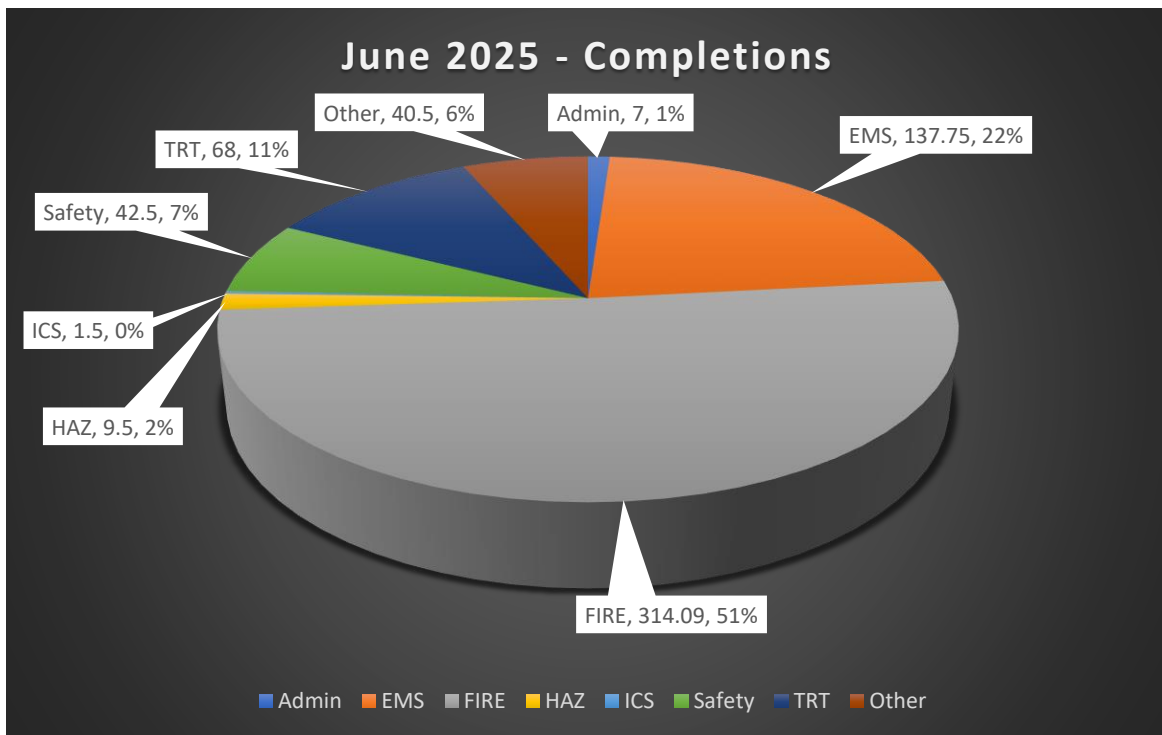
EMS Transports

The Fire Department responded to 83 EMS incidents in June and transported 29 patients to local hospitals. Patients were transported to Swedish Issaquah 28% of the time and Snoqualmie Valley Hospital 66% of the time. Of the transports, 2 originated from outside Snoqualmie's service area (North Bend 2, Fall City 0).

Hospital	Week 1	Week 2	Week 3	Week 4	Week 5	Total
Overlake Hospital	0	1	1	0	0	2
Snoqualmie Valley Hospital	1	5	5	3	5	19
Swedish/Issaquah	1	2	1	1	3	8
Other	0	0	0	0	0	0
Total	2	8	7	4	8	29

Training:

June took advantage of good weather, allowing crews to participate in training with our partners throughout the region. These events included training for multi-company operations, incident command, and technical rope rescue. Through June, we have realized a 30% increase in training hours year-over-year, trending towards breaking previous records. This month, we graduated one firefighter from his probationary period, with five probationary firefighters remaining. Additionally, the department began onboarding four new volunteer EMS responders. These staff members have begun working on rookie book assignments and will count towards staffing, hopefully before the end of the summer. During June, crews have trained for over 620 hours, focusing on a combination of fire suppression and rescue (51%), emergency medical services (22%), and technical rescue specialties (11%). During June, crews began prepping for the upcoming wildland firefighting season by conducting annual refresher training. The following chart compares the training hours by type:



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

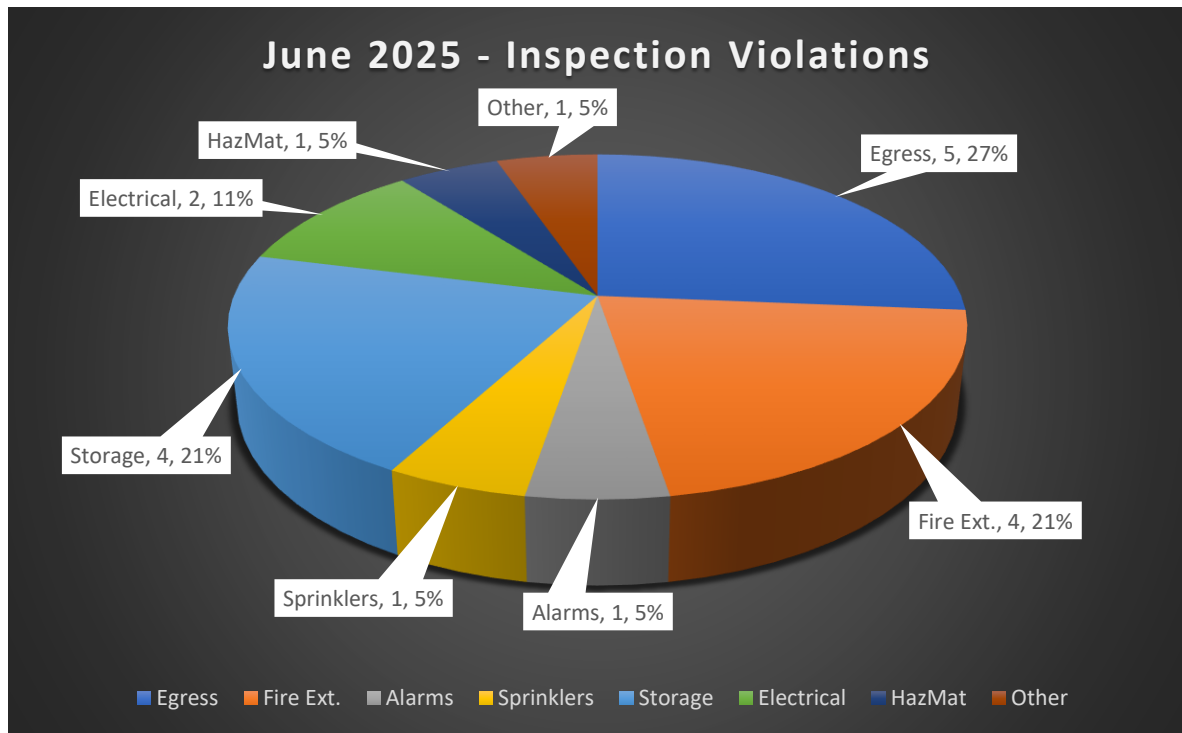
Training – Highlights/Major Topics:

- Driver & Fire Pump Operator Training
- Incident Command System – Commercial fires, Big-Box Retail Fires
- Wildland Firefighting
- Firefighter – Hose evolutions
- Firefighter – Ladder Evolutions
- Firefighter - Ventilation
- WCIA Supervisor Training
- Safety – State-mandated safety training, firefighter line-of-duty death reviews
- JJ Keller HR Training
- HIPAA/Risk management training
- Firefighter Medical Support (Fire Scene Rehab)
- Cardiopulmonary Resuscitation
- Epinephrine/anaphylaxis
- NARCAN/Opiate overdose
- Swiftwater Rescue & Rescue Boat Operator
- Ropes and Knots
- Mandatory HR Training (All city staff)

Community Risk Reduction

Inspections

In June, crews completed 12 occupancy inspections with 19 violations needing correction. These inspections consisted of business office locations, storefronts, and hotels. Many of these inspections resulted in occupancies in performing annual maintenance as prescribed by the code. The following chart is a breakdown of violations for June 2025:



Public Education

In June, public education and outreach reported the following activities:

- Mount Si High School CPR/AED Education (7 periods, 250 students)
- Public Opioid Education and Stop the Bleed (20 students, 3 hours)
- Mount Si High School Senior Parade
- Fire Station 20th anniversary and new engine push in ceremony
- Big Truck Day

Volunteer Activity

During June, the following activity was recorded for the volunteer group:

- 31 Duty Shifts
- 50 Emergency Responses
- 463 Total hours spent volunteering



Human Resources Department

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June 2025

Enterprise Resource Planning System (ERP) Project – Tyler/Munis

The Human Resources implementation team is scheduled for additional HR modules to be worked on starting this month. Our HR Analyst has become the departments subject matter expert, and we are thankful for all her hard work as she continues to be the bridge between HR & payroll in the new system.

HUMAN RESOURCES

Recruitment -

The CD Department welcomes a new associate planner and we are excited for him to get going. We are conducting interviews for a new WW Operator and Legal Assistant/Deputy City Clerk as we speak and have a new Accountant scheduled to start with us in early August.

Union Negotiations

Negotiations have been ongoing with the IAFF Union with both sides sharing their initial proposals and tentatively agreeing upon some non-economic items. There are several meetings set up for the remainder of the summer. We are confident negotiations will conclude before the expiration of the current contract at the end of 2025.

Employee Training/Activities/Recognition -

Employees are continuing to complete FEMA classes (100,200,700,800) and just last week, Directors did a mock EOC exercise to become familiar with the setting and what an activation could look like. Continued mock trainings will take place later this year. The All City Employee Meeting held at the end of June included some HR Updates as well as an in-person harassment, discrimination, and retaliation training with Peter Altman from Summit Law. Early responses to the training were positive with many employees stating that it was better than they expected it to be.

Planning for the annual summer picnic is underway and will be held in late July.

Personnel Policy Handbook

The HR department is continuing to update the city Personnel Policies to be in compliance with updated employment and leave laws and to combine all policies in one handbook. A final draft has been reviewed by the Unions and we are expecting to have updates to Council within the next couple of months.

An updated **Safety Manual** has been reviewed and presented to employees. This is the first time the city has had an all encompassing safety manual citywide.



Information Technology Department

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June 2025

Dear City Council,

The IT Department has been very busy this month on a few behind the scenes projects and tasks to improve the overall health of it resources. We are continuing to be responsive to requests for support and are maintaining our goals.

Here are some updates for the month of June:

- The network infrastructure modernization design changes are slowly being implemented. We have moved devices to them and did extensive testing to keep service running. This final phase will take time as we still have to keep the older network running and working with the new one as we phase out the old.
- The Parks and Public Works Departments are actively engaged with us in migration to the new Cloud VOIP phone system. There is a delay in getting new phones as they are currently on back order. We will continue to make progress on the project as a whole and hope to have the entire city migrated by the end of August or early September.
- We are reviewing proposals for new server replacements generously approve by City Council. We estimate completing this project by the end of the year.
- A quick note, whenever the IT team has projects that impact the city, I send out informal IT Update emails to let everyone know what might impact their work.
- We have been coordinating with HR to provide all staff with cybersecurity training that will launch this Fall.

We will have more details on upcoming and ongoing projects in future updates:

- Simplifying our service desk to better serve our users.
- Restructuring and updating our server infrastructure
- Restructuring our IT team responsibilities to better match their roles
- Building new processes for Asset Management that is proactive

Thank you for your continued support the IT Department!



PARKS & PUBLIC WORKS DEPT.

Jeff Hamlin, Director

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Monthly Report – June 2025

Public Works General/CIP Projects:

Summer Operations: Crews are in full summer operations mode, including routine mowing schedules, play field preparation, and increased vegetation maintenance.

Tyler Munis Implementation: Public Works has completed initial implementation of the asset management system and continuing to make improvements on its application to the individual divisions. Parks and Public Works has processed approximately 1,300 separate work orders in the last month and over 12,700 work orders since implementation in October of last year.

Utility Rate Study: First phase of the Utility Rate Study is complete and the adjusted utility rates have been approved by council and implemented. PPW staff have begun work on the General Facility Charges (GFCs) rates, which are anticipated to be completed this summer.

Road Maintenance and Repair: Streets division is currently focused on pavement maintenance with pothole filling and repairing signage. Engineering is currently working on this summer's paving, utility infrastructure, and road maintenance projects.

384th Sewer/Sidewalk: Roadway paving is completed. A ribbon cutting ceremony is planned for July 23, 2025 at 2:00 pm.

Splashpad: Construction of the Splashpad is complete and the ribbon cutting ceremony was held June 6, 2025. The splashpad has proven to wildly popular with the residents and we are experiencing some issues with the amount of foot traffic, especially on hot days. The new shade structures have been completed and PPW is working to reduce the amount of water that spills off the pad, which in turn will reduce the amount of mud and debris making it on to the pad. PPW is also looking at other remedies to reduce the amount of track-on debris, which will reduce the amount of filter maintenance and prolong the life of the equipment and reduce the amount of chemicals needed.

Water Reclamation Facility Phase 3: Construction activity at the treatment plant is completed. Work activities have shifted to the Kimball Creek Lift station to begin electrical equipment and pump upgrades. Work is progressing on-schedule. Project final completion is anticipated for Summer of 2025.

Reclaimed Irrigation Reservoir: Work has begun at the site with clearing and grubbing to prepare the site for construction. We are currently experiencing a short delay due to a pair of migrating woodpeckers that have taken up residence at the Site. We anticipate the young birds will fly the coop sometime

around July 12th weekend and we will get back on track with the construction. Project completion is anticipated on or before June 30, 2026.

River Trail: Permitting is complete and the project is out for bid. Contractor selection will take place in early July and staff will bring the contract to Council for approval shortly after. Project completion is anticipated for September this year.

Sandy Cove Bank Stabilization: Permits from the Corp of Engineers are anticipated this week. Staff will review our risk profile and determine if we can advertise for bids in July in time to finish this summer during the fish window. If we are not able to complete the in-water work this summer, we will wait to advertise this winter in anticipation of a springtime start in 2026.

Department Records Archive: Engineering and Administrative staff reviewed decades of old City records and sorted, cataloged, and disposed of old records in compliance with records retention laws.

Staffing: PPW will begin recruitment for a new administrative assistant in July 2025. Additionally, the Wastewater Division has begun recruiting for a new wastewater operator, whom we hope to have placed by mid-July.

Wastewater Division

- Treated 30 million gallons of sewer
- Recovered and recycled 23 million gallons for irrigation
- Serviced 5 generators
- Installed and programmed 5 cellular modems for Water Utility
- Corrected illicit discharge to storm system from old City Hall
- All wastewater staff completed all required FEMA training
- Technician Jake Stewart passed his wastewater operator 1 examination.
- Cleaned and CCTV 384th sewer line to facilitate finance request for customer audit.

Water Division

- Addressed 3 significant irrigation issues: Repaired Class A irrigation break on Snoqualmie Parkway, repaired irrigation break on Falls Ave., and repaired 4 inch valve for Class A irrigation in the Business Park
- Repair in progress for communications wiring of the irrigation system in Community Park
- Water samples completed
- Hydrant maintenance ongoing
- Vegetation maintenance completed at all wells and reservoirs.
- Several Meter repairs completed

Parks & Streets Division:

Parks Maintenance

- Maintained mowing schedule on all ballfields
- Prepared Community Park for Red, White & Boom celebration
- Cleaned 11 Public restrooms, 7 days a week.

Splashpad Operations:

- Maintained 7-day a week operation of splashpad since June 6th
- Jorge Orozco took Certified Pool Operator class
- Installed new trashcans around the splashpad

Streets Maintenance

- Placed road-closure and no-parking barricades for July 4th events, including Red, White & Boom, 2 block parties, and ROA parade.
- One day of street-sweeping
- Installed 12 “No E-Bike” signs on SE Center St.
- Serviced trashcans on Center St & Railroad Ave.

Fleet & Facilities Division:

Fleet

- Attended Big truck day/ event support
- Fuel tank cleaning G-26 Generator set at Water treatment plant
- Senior parade assist/traffic control
- 5 more generator set major Preventative Maintenance services
- Received deliveries of ordered replacement ER&R equipment (3 smaller mowers) prepared for in-service

Facilities

- Records disposal at old library
- Fire station chiller flow switch replacement
- Sheet rock repair at fire station
- Plexiglass purchase and install at fire station storage container
- Front stair tread repair city hall
- Sally port garage door repair

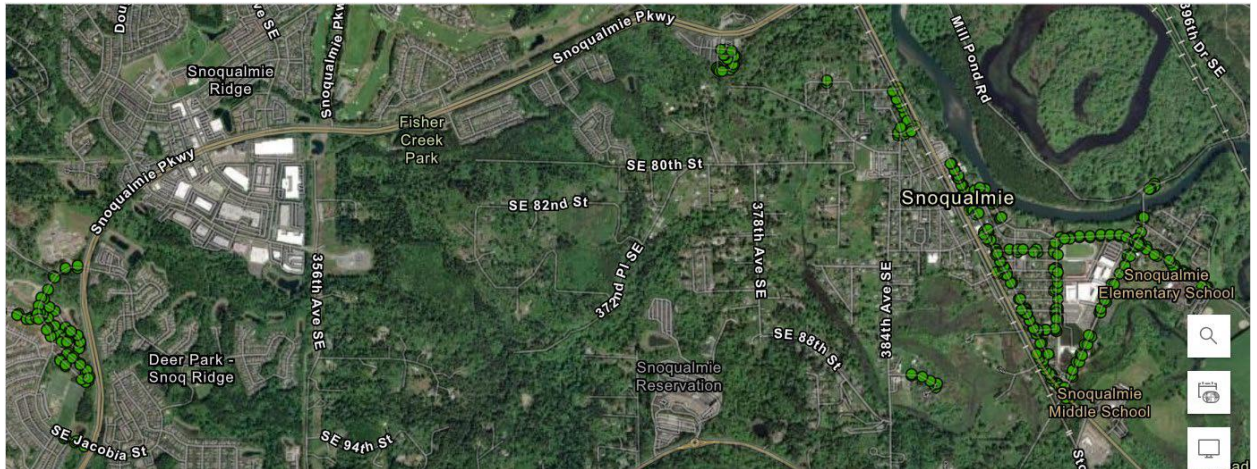
Stormwater & Urban Forestry Division

Forest Management:

- Sheet mulched (with cardboard) an additional 2,700 Square feet of grass in preparation for 2025 Green Snoqualmie Day Planting Event.
- 1 Green Snoqualmie Event: Pulled blackberry, scotch broom, tansy and other invasive species at our Northwest Slope (40) Habitat Management Unit. 21,154 sq ft. was covered with 35% invasive species prior to the event and is less than 5% afterwards. 3 Forest Stewards and 1 Resident participated in the event.

Stormwater:

- We inspected 334 Catch Basins this month through ArcGIS Online – indicated by green dots, below:



- Continued required pond vegetation maintenance:
- Mowed portions of 2 ponds (Jacobia E1 and Hancock) that were partially accessible to our mini-excavator.
- Vegetation maintenance on 8 entire ponds with Department of Corrections (see report below).
- 1 Illicit discharge reported downtown on Doone Ave SE - Fully resolved.
- 1 Illicit Connection identified and repaired on Falls Ave SE - Fully resolved.

Street Trees:

- Staff pruned 41 street trees
- Contracted structural pruning and clearance of 15 street trees at City Hall and next to Downtown commercial buildings on Falls.

Resident and In-House Requests:

- 17 completed

Trail Maintenance:

- 1.25 Miles completed - Deer Park Trail Segments From Norman Avenue to Pond Row, From Douglas Avenue to Fisher Creek Bridge and along Frontier Avenue next to Forested Wetland Stormwater Facility.

Hazard Tree Removal/Tree Risk Assessment:

- 2 Hazard trees were identified and scheduled for mitigation.

Training

- Kyle Markwardt and Jason Battles both received the new International Society of Arboriculture Certification Wildfire Risk Reduction Qualification (WRRQ).

Department of Corrections: 11 Workdays

- Continued with clearing and chipping 2 Storm Ponds (Raines and Swenson W4) of large vegetation.
- Vegetation Clearance on 8 ponds for required maintenance - Swenson Ponds E3, E4, E5, E6, E7, E8, Kinsey Pond and Shop Pond.