



# Department Reports July 2025



## Communications Division

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### Social Media

- Facebook 417.6K reach; **1.1M views**; **10,062 followers** (405 new). 4th consecutive high engagement month. Milestones: crossed 10K followers and 1 million views in same month.
- X – 3690 followers
- Instagram – 11.9K reach; 48K views; 3909 followers (541 new).
- Top Posts: Diverging Diamond education (360K views); 8-day SR 18 closure (335K views); New interchange is open (63.5K views).

### Website

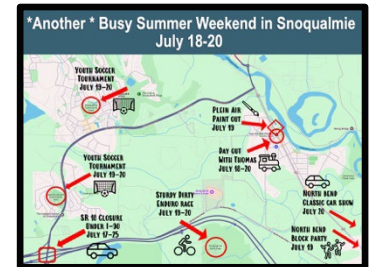
- Website users: 25K; website sessions: 32.9K; pageviews: 53.9K.
- Top pages: Splash Pad (second consecutive month), Snoqualmie Falls, Twin Peaks.
- Red, White & Boom, Movies & Music in the Park, and Jobs also top 10 page destinations for website users.

### Department Support & Initiatives

- Mayor: 4<sup>th</sup> of July parade; June & Gem ribbon cutting; new business visits; 384<sup>th</sup> ribbon cutting; Ross Report.
- Fire/OEM: Chief fireworks safety PSA; nrcan distribution news release and King 5 news report; heat safety; fire blotters.
- Police: E-bike and E-motorcycle education; police blotters; National Night Out event planning.
- PPW: Parks & Rec professionals day.
- Community Survey: Working with consultant on report and report presentation going to Council.
- Strategic Plan: Continued assistance with public outreach.
- City Academy: Rebranding and planning for relaunch of Snoqualmie City Academy slated for Oct. 2025.
- Summer tourism: Graphics and notifications to businesses and community regarding weekend events.
- Quarterly newsletter: Redesigned and expanded to 4 pages, including new Your Utility Rates at Work section.

### E-News

- Sent 3048 e-news emails.
- 761 subscribers.
- 56.5% open rate; 4.3% click thru rate.



## Community Outreach

- **Movies and Music in the Park:** The July movies and music nights were a great success with 1500 people attending across all four nights. We offered free face painting, sidewalk chalk fun, ice cream sales, and the popular pre-movie raffles for movie treats. The events ran smoothly and were well-received by the community.
- **Plein Air Paint Out 2025 – Small Town, Big Heart:** The Snoqualmie Arts Commission hosted the annual paint event on July 19. “In the Pink” painted by Cheryl Comstock won first place.
- **Summer in Snoqualmie Advertising:** Our summer campaign has been successful, effectively reaching key demographics of summer visitors. Early summer the focus was the Splash Pad and Big Truck Day. We saw strong performance across all channels thanks to our partnerships with 425 Magazine, Northwest Travel and Life, and Seattle’s Child.





# Community Development Department

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## July 2025 Monthly Report

### Permit Activity

Permit applications remain relatively average.

Building	July 2025	YTD
Permit Applications	35	299
Permits Issued	40	260
Total Inspections	45	309

Planning	July 2025	YTD
Pre-Applications	2	7
Sign Permits	1	6

### Boards and Commissions:

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

Planning Commission Historic Design Review Board recommended approval of revised color palette, which was adopted by Council on 7/14

EDC meeting on 7/16 - signage regulations were discussed for downtown businesses. Next meeting on 9/17 will be a joint meeting with the City of North Bend EDC held at Meadowbrook Farm Interpretive Center at 8am

### Planning Projects:

SVH: Clear and Grade plans issued 6/23; Core and shell building permit under expedited review.

NWRM: Pre-application meeting held on 7/17 for roundhouse.

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

### Department News:

New associate planner, Christopher Hsing, started on 7/7

Community Development had a booth at the Music in the Park on July 24<sup>th</sup> to meet the community and let them know the city was working on a climate change element of the comprehensive plan

Staff will have a booth at the upcoming Snoqualmie Days event on August 23<sup>rd</sup>.



# Fire Department

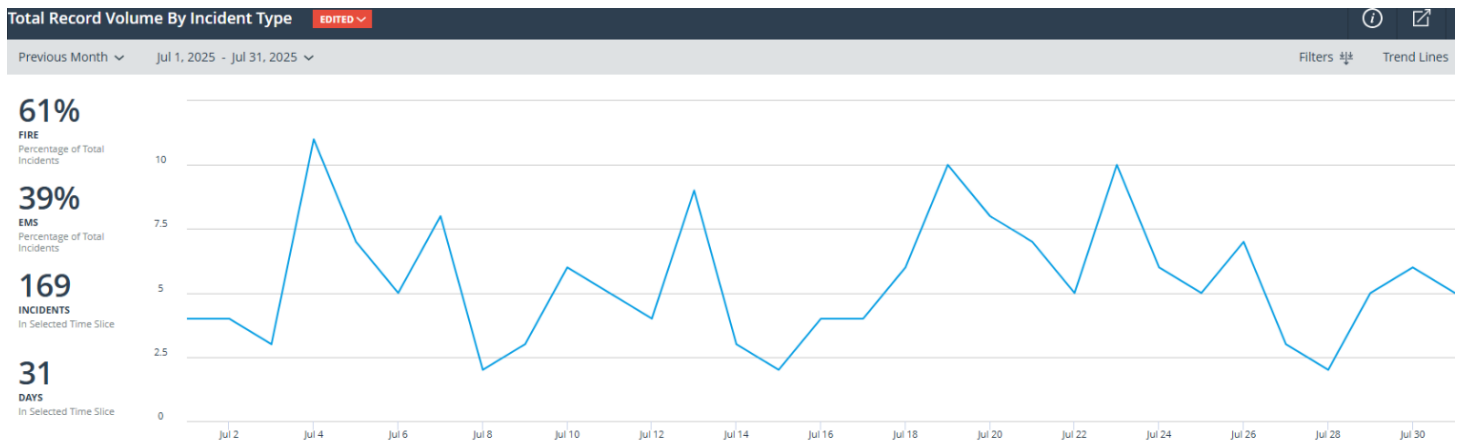
Mike Bailey, Fire Chief  
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## Fire Department Activity July 2025

### Incident Count July 2025

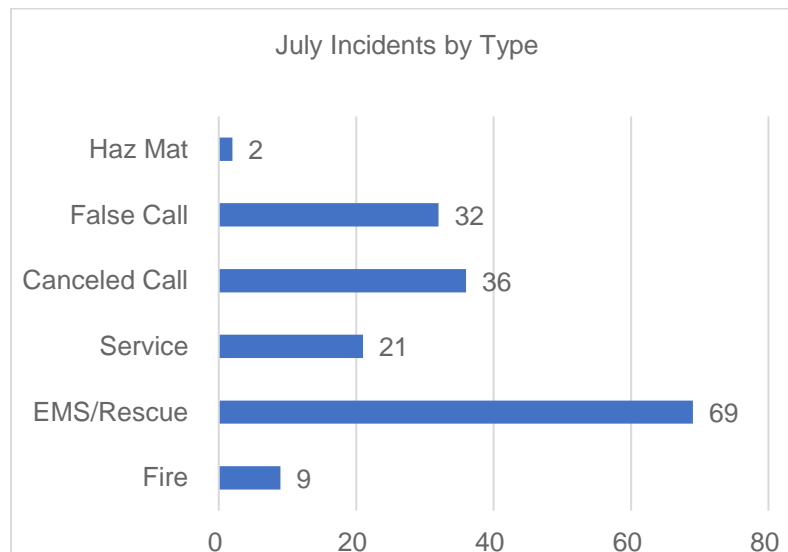
The Fire Department responded to 169 incidents in July. 39% of the incidents were for emergency medical services and 61% were fire or service-related incidents. The higher percentage of fire calls can be attributed to a large increase in false alarm calls (15 to 32). This is due to an increase in automatic fire alarm calls with no apparent cause or correlation.

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 90<sup>th</sup> percentile travel time for the first arriving unit responding in emergency mode was 7:28 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	16	15	1	0	0	0
Engine	15	26	3	0	0	0
Chief Officer	2	1	0	0	0	0
Total	33	42	4	0	0	0

For incidents outside the city, the 90<sup>th</sup> percentile travel time for the first arriving unit responding in emergency mode was 16:30 and is broken down as follows.

Type	0:00 - 3:59	4:00 - 7:59	8:00 - 11:59	12:00 - 15:59	16:00 - 29:59	30:00 +
Aid Car	0	4	3	3	5	1
Engine	1	6	13	5	3	3
Chief Officer	0	0	0	0	0	0
Total	1	10	16	8	8	4

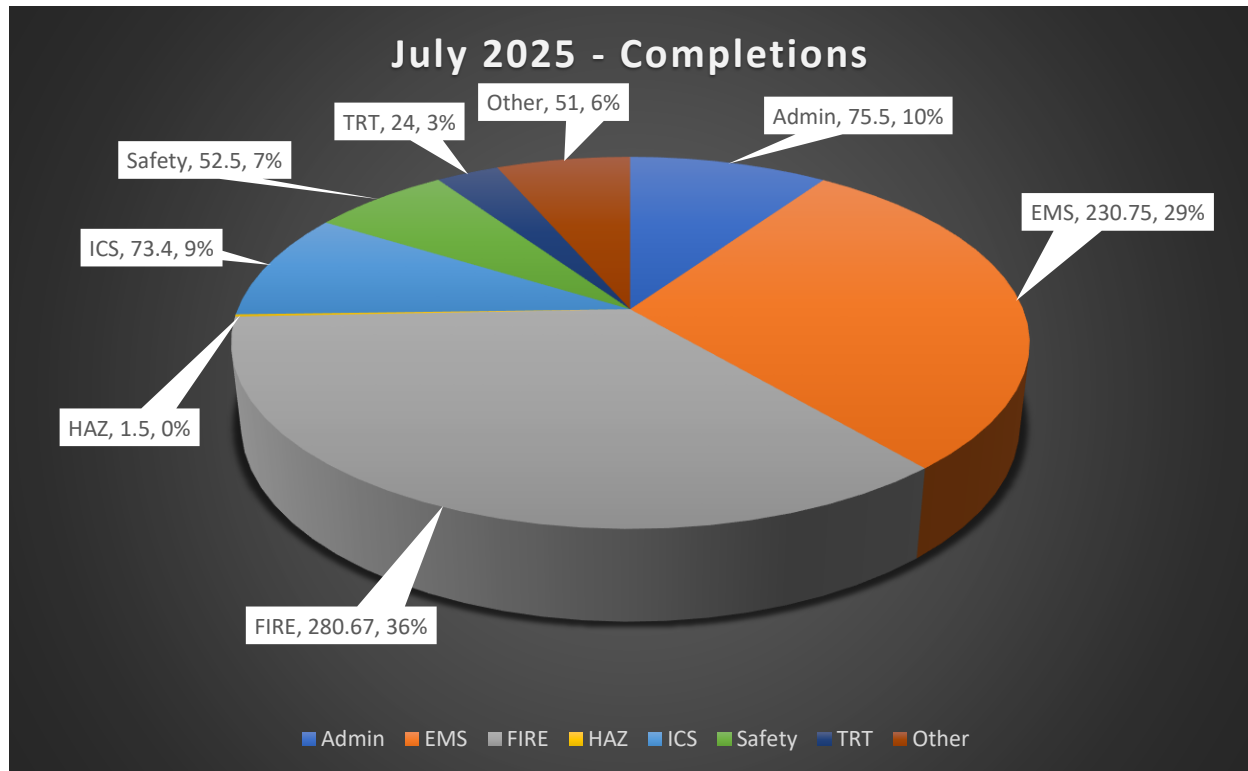
## EMS Transports

The Fire Department responded to 69 EMS incidents in July and transported 22 patients to local hospitals. Patients were transported to Swedish Issaquah 23% of the time and Snoqualmie Valley Hospital 68% of the time. Of the transports, 0 originated from outside Snoqualmie's service area (North Bend 0, Fall City 0).

Hospital	Week 1	Week 2	Week 3	Week 4	Week 5	Total
Overlake Hospital	2	0	0	0	0	2
Snoqualmie Valley Hospital	5	3	3	3	1	15
Swedish/Issaquah	1	2	0	2	0	5
Other	0	0	0	0	0	0
Total	8	5	3	5	1	22

## Training:

Although July brings with it good weather and vacation time, crews still took the opportunity to capitalize on opportunity to get out and train, completing many objectives. Objectives for the month of July included Cardiac Emergencies, vehicle rescue, search and rescue, incident command, and more. Through July, we have realized a 45% increase in training hours year-over-year, trending towards breaking previous records. This month, we graduated one volunteer from his rookie book/onboarding training, with three more volunteers remaining. During July, crews have trained for over 789 hours, focusing on a combination of fire suppression and rescue (36%), emergency medical services (29%), and administrative training (11%). During July, continued focus on wildland firefighting operations by conducting hose deployment training. The following chart compares the training hours by type:



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

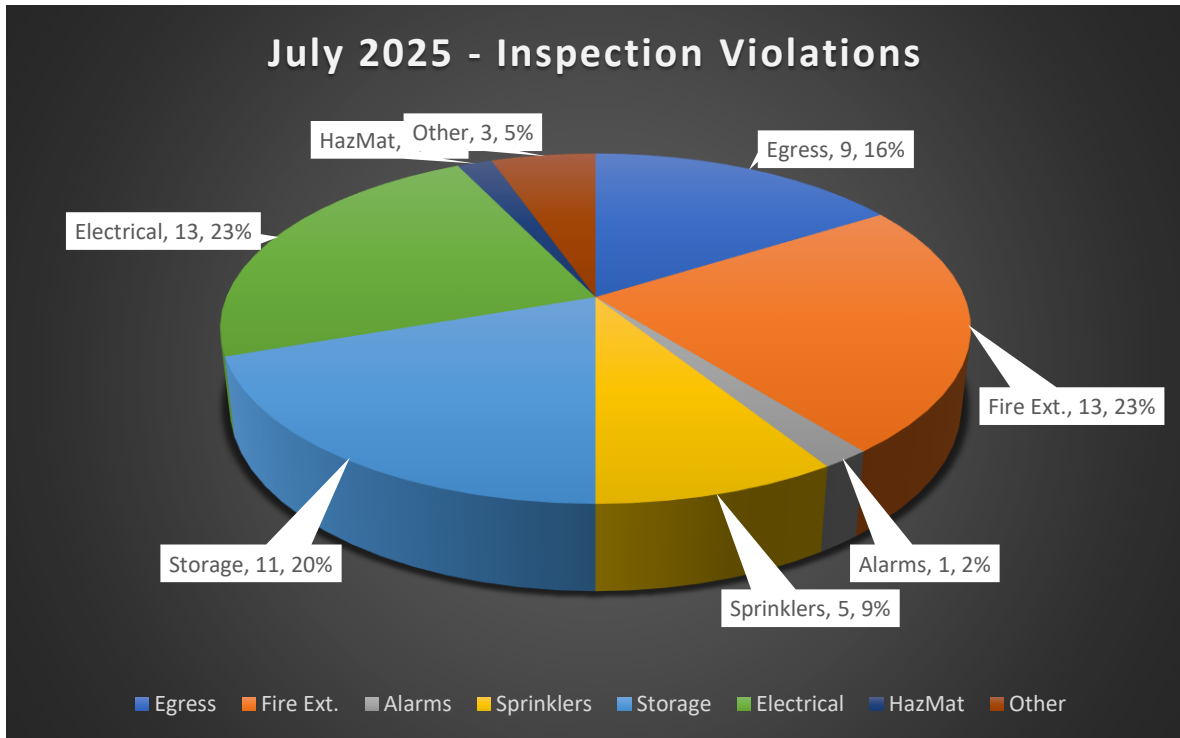
## Training – Highlights/Major Topics:

- Driver Safety
- Incident Command System – Residential and Mid-Rise 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
- Cardiopulmonary Resuscitation
- Epinephrine/anaphylaxis
- NARCAN/Opiate overdose
- Cardiac Emergencies
- Ropes and Knots

## Community Risk Reduction

### Inspections

In July, crews completed 18 occupancy inspections with 56 violations needing correction. Most common violations noted during this timeframe were related to fire extinguishers and improper use of extension cords. These inspections consisted of business office locations, storefronts, manufacturing, and schools. 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 July 2025:



### Public Education

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

- Red, White, and BOOM Event
- Snoqualmie ROA Fourth of July Parade & Community Event
- Fire Engine visit – 15 kids, 1-hour

## Volunteer Activity

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

- 22 Duty Shifts
- 64 Emergency Responses
- 374.5 Total hours spent volunteering

Of the four new volunteers who started in June of this year, one has completed their rookie book and is qualified to respond to calls. The other three are continuing to work on the requirements when available and are on track to complete them by the end of August.

- |    |                                  |
|----|----------------------------------|
| 11 | EMS Responders                   |
| 3  | In Training                      |
| 1  | Special Service (non-responding) |





# Human Resources Department

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**July 2025**

## **HUMAN RESOURCES**

### **Recruitment -**

The city welcomed an Associate Planner to round out our CD Department and is excited to have that department staffed to handle all the upcoming city projects. We've also welcomed a new Accountant to our Finance Department and we're looking forward to a new wastewater Operator starting later in August (thanks to the utility rate adjustment) as well as a new Legal Assistant/Deputy City Clerk to assist our Administrative Department. With the retirement of Lt. Robert Lasswell from the fire department, we will be conducting a promotional exam to select our next lieutenant as well as a recruitment for our next firefighter.

### **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. We appreciate your time and feedback as these negotiations continue through the rest of the year with our goal to reach an agreement before the end of the calendar year.

### **Employee Training/Activities/Recognition -**

The HR Manager and City Administrator are continuing the "listening sessions" where we meet with small groups of employees to ask about things such as challenges, ideas for the future, culture, things they like, and things they'd improve. Initial sessions have included a lot of positive responses around morale, enjoying fellow employees, and healthy work/life balance.

Back by popular demand, the Wellness committee hosted an open pickle ball hour at the YMCA again that was very well attended and continues to be a favorite of employees! We also held our annual Summer Morale Picnic and pickle ball game, with Drew Bouta's team winning the coveted trophy this year over the Mayor's team!

The HR Department continues to support and advocate for employee wellness with our Wellness Wednesday bi-monthly updates, our Benefits Buzz monthly updates (with a Benefits & Retirement presentation planned for October), our quarterly employee newsletter to include an employee spotlight, and our Thank-You Thursday weekly recognition from employee to employee. Our Safety Coordinator is also conducting feedback sessions with Directors to see how our Wellness, Safety, and Onboarding Programs can better serve them and their employees. Adding to our retention efforts and to promote employee connection, HR is now conducting 60 day interviews with new hires to gain insight into hiring practices, onboarding, and to encourage an environment of safe, open communication.

### **Personnel Policy Handbook**

The HR department is continuing work to review and update the city Personnel Policies to be in compliance with updated employment and leave laws and to combine most policies in one handbook. A final draft of the manual is currently undergoing a final review after the state legislature adopted new policies that impact our city policies. We anticipate introducing the new policy manual to Council in September/October.



## IT Department

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### July 2025

Dear City Council,

The IT Department has been very busy this month with preparing for future project and getting vacations in with the beautiful weather! We are continuing to be responsive to requests for support.

Here are some updates for the month of July:

- The network infrastructure modernization design changes are ongoing, and we continue to make progress.
- The Parks and Public Works Departments are actively engaged with us in migration to the new Cloud VOIP phone system. We have a migration date of August 5<sup>th</sup> with City Hall phone being deployed by the end of August to early September to finalize the project.
- We continue to review proposals for new server replacements generously approve by City Council. We have hardware quotes and are working to get a SOW (Statement of Work) finalize and quoted. We estimate completing this project by the end of the year.
- We have been coordinating with HR to provide all staff with cybersecurity training that will launch this Fall.
- We have enabled a feature in our service desk software that allows our user to email us to put in a service request. This feature was turned off for some reason.

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.
- Cybersecurity updates.

Thank you for your continued support the IT Department!



## PARKS & PUBLIC WORKS DEPT.

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### Monthly Report – July 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. Parks crew has risen well to the challenges of preparing for the many events during this time.

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 1,600 separate work orders in the last month and over 14,300 work orders since implementation in October of last year.

Utility Rate Study: 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 paving, utility infrastructure, and road maintenance projects for next summer.

Splashpad: 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: Work continues at the Kimball Creek Lift station to include electrical equipment and pump upgrades. Work is progressing on-schedule. Project final completion is anticipated for late Summer of 2025.

Reclaimed Irrigation Reservoir: Work continues at the site with clearing and grubbing to prepare the site for construction. The project will shut down temporarily for the Boeing Classic but will pick up again following the golf tournament. Project completion is anticipated on or before June 30, 2026.

River Trail: Bids were submitted, and a qualified low-bid contractor has been selected for recommendation to Council. Staff will bring the contract to Council for approval in September. Project completion is anticipated later this year.

Sandy Cove Bank Stabilization: Permits from the Corp of Engineers have yet to be obtained. Staff have decided that it is now too late and too risky to try to complete the project this summer. As such, we will wait to advertise this winter in anticipation of a springtime start in 2026.

Staffing: PPW has begun recruitment for a new administrative assistant in hopes of having someone in place by end of September. Additionally, the Wastewater Division has been successful in hiring a new wastewater operator, who will start this month.

### **Wastewater Division**

- Treated 30 million gallons of sewage
- Reclaimed and recycled 23 million gallons of water for irrigation
- Started flow and load monitoring at Casino/Hotel
- Submitted report to Finance regarding customer connections on 384th
- No permit violations recorded in July
- Continued CDL training for Jake and Tom
- Interviewed and hired Steven Robles for entry level operator position
- Operations support for Reclaim Water Reservoir project
- Operations support Kimball Creek Pump Station improvements
- Crews will replace Lake Alice Bypass Gate with new custom-built gate completed inhouse
- Swap Digester Basins in August
- Replace failed flow meter at the In-plant Pump Station
- Swap Clarifiers in August
- Complete Echo Glenn flow meter and communication repairs
- Cleaning 12,000 feet of sewer main on Ridge 3<sup>rd</sup> week of August out of approximately 54k feet of main in the city.

### **Water Division**

- Completed routine Dept of Health reporting and sampling event
- Finished sidewalk replacement at police station and Falls Ave. following irrigation repairs
- Install water service connection on Northern St
- Repaired numerous service leaks
- Completed irrigation wiring repair at Community Park
- Replaced seals on all reservoir hatches
- Continue project to identify and repair all zero read meters
- Work with hospital contractor on shutting down mains and operating hydrants
- Cross connection test recording and customer correspondence
- Hydrant exercising and painting
- Performed routine meter repair program activities
- Continued irrigation repair and maintenance through irrigation season
- Meter identification project for Finance
- A contractor has been hired to repair a 3-inch irrigation line under Douglas Street near the Safeway complex.

### **Parks & Streets Division:**

#### Parks Maintenance

- Maintained mowing schedule on all ballfields

- Park bench and picnic table repairs (Replacing old slats with new and replacing hardware) Cleaned 11 Public restrooms, 7 days a week.
- Summer events preparation
- -Beautifying SR202/down town and Parkway in preparation for Boeing Classic and Snoqualmie days. (Weed whacking street corners, along and under street guardrails and along Train fencing and boardwalk
- Sport field lining for Middle school soccer
- Order new trash cans and park benches for parks. Repair broken park benches and features.



#### Splashpad Operations:

- Maintained 7-day a week operation of splashpad
- Jorge Orozco completed Certified Pool Operator class
- Installed new trashcans around the splashpad

#### Streets Maintenance

- Shoulder mowing (Millpond, Northern, 202 to city line, Stone Quarry and Parkway)
- Alleyway clearing at Greek Streets
- Repair asphalt path trip hazards on Parkway
- Street sign replacements and ordering
- Grade gravel shoulders on Mill Pond
- Continuing Wayfinder signs and ordering of Snoqualmie logo signs; nearly completed



## **Fleet & Facilities Division:**

### Fleet

- Last 5 generators receive major preventative maintenance services
- Order and schedule fuel delivery to multiple Gen set sites
- First (5) load bank testing and minor gen set preventive maintenance scheduled for second half of year
- Work on Preventive Maintenance services due list
- Small equipment repairs (handheld equipment)
- Event support for multiple events in July and August
- Continue to support and keep all facilities and fleet operational.
- Continue to receive ordered/purchased replacement ER&R assets
- Participated in interviews for Wastewater Ops 1 position.
- 36,908 miles driven by City fleet
- 76 work orders completed in July
- 45 invoices coded and cleared. Inventory added and or billed to assets.

### Facilities

- Crane inspection (shop)
- Boardwalk railing fabrication repairs at Depot
- Fire station indoor and outdoor light repairs, and equipment to include auto eject, and Plymovent fume extraction repairs

## **Stormwater & Urban Forestry Division**

### Forest Management:

- Sheet mulched (with cardboard and “arborist chips”) another 3,200 Square feet of grass in preparation for 2025 Green Snoqualmie Day Planting Event along Park Street across from the High School next to the Snoqualmie River.
- Snoqualmie Day Events: Planned 4 volunteer events for September with Zetec, a local business who continues to provide annual volunteer work.

### Stormwater:

- We inspected 306 Catch Basins this month through ArcGIS Online.
- Continued required pond maintenance:
  - 8 Ponds and 2 Swales maintained for vegetation clearance
  - Mowed 2 Swales – Woody Creek and Whitaker Swales
  - Mowed 1 Pond – Isley 2 Pond
  - Weed whack 7 entire ponds with DOC (see DOC report below).
- Repaired fencing at 2 Ponds with DOC (see DOC report below).
- Mowed 1 mile of the Pond Row Access Road
- 1 IDDE Reported downtown on Douglas Ave SE. RV is leaking fluids.
  - Actively working with Police Department toward eliminating the discharge by having the RV moved out of City Limits or face fines and costs for cleanup.

- IDDE Prevention: Placed 150 “Don’t Pollute, Drains to River” signs next to catch basins.
- Begin preparation for Stormwater pipe replacement project on Ridge Street
- Complete 450-foot French drain along Snoqualmie Parkway Trail
- Work on re-grading Woody Creek swale to remove “erosion rut”.

Department of Corrections: 10 Workdays - Finished chipping cut vegetation at Raines Pond

- Vegetation Clearance on 7 ponds for required maintenance.
- Cleared trail to Canyon Springs with Todd Shinn in Water Department.
- Fence repair at 3 ponds (Raines and Swenson E8) and
- Fence repair along forest edge next to sidewalk on Frontier Ave SE.

Street Trees: o Pruned 84 street trees

- Each week: watered 200 individual street and park trees (5 weeks)
- Pest removal: Removed tent caterpillars from 14 trees on Doone, Gamma and Newton.

Resident and In-House Requests: o 18 new requests for July

- 18 completed requests for July
- 14 active requests currently still In Progress or On Hold.

Trail Maintenance:

- 1.5 Miles completed at Silent Creek Trail Segment: From Powerlines near Steller to Carmichael
- Coal Mine Connector: Fisher Creek Bridge to SE Gala Court.

Hazard Tree Removal/Tree Risk Assessment:

- No Hazard Trees removed this month.
- Began Proactive Tree Risk Assessment Program for 2025. Completed 4 sections

Training:

- Kyle Markwardt, Kevin Sandin and Jason Battles attend the “Urban Forest Pest Readiness Summit” to learn about the most pressing invasive pests and how to increase our readiness for their arrival.
- Schedule NPDES Stormwater Inspection Training
- Schedule OSHA 10 Training for Incidental Line Clearance





# Snoqualmie Police Department

**Gary Horejsi, Interim Chief of Police**

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## July 2025

### Calls for Service

	June 2025	July 2025	July 2024
Snoqualmie	593	532	552
North Bend	473	470	474

### Average Response Times (in minutes & seconds)

July	Priority 1	Priority 2	Priority 3
Snoqualmie	3:26	3:19	3:18
North Bend	2:52	3:38	4:29
June			
Snoqualmie	1:14	3:32	3:20
North Bend	4:43	4:01	4:36

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

Priority 2: Calls that involve a serious crime or incident with potential for violence or escalation but not necessarily an immediate threat to life.

Priority 3: High priority but not an immediate threat.

Thefts	June 2025	July 2025	July 2024
Snoqualmie	5	9	6
North Bend	13	14	13
Vehicle Prowls	June 2025	July 2025	July 2024
Snoqualmie	10	1	3
North Bend	11	4	4
Vehicle Thefts	June 2025	July 2025	July 2024
Snoqualmie	2	4	0
North Bend	0	0	2

### Arrests

	2025		2024	
	Jul	YTD	Jul	YTD
Snoqualmie	12	97	18	115
North Bend	21	115	16	124

### Crisis Intervention Contacts

	2025		2024	
	Jul	YTD	Jul	YTD
Snoqualmie	1	17	0	297
North Bend	1	10	2	6

### Public Records Requests

July 2025	56
2025 YTD	354

### Staffing

**Command Staff** – Vacancies: 1 (Chief).

**Patrol** – Patrol Sergeant retired June 30. Two officer recruits left the department July 31. SRO recruit and one officer recruit continue in FTO. Vacancies: 5.

**Support/Administrative Staff** – Vacancies: 2 (Police Support Officer & Mental Health Professional).

**North Bend** – Snoqualmie met the contractual required shift coverage of the May, 2025 Interim Agreement between Snoqualmie and North Bend.

### Upcoming Community Events

Aug 4-10 – Boeing Classic @ The Club at Snoqualmie Ridge (Sno)

Aug 5 – National Night Out @ Community Park (Sno)

Aug 8-10 – Festival at Mt. Si (NB)

Aug 10 – Tunnel Vision Marathon and Half (NB)

Aug 23 – Snoqualmie Days (Sno)

Aug 24 – Iron Horse Half Marathon (NB)