



Department Reports

June 2023



Communications Division

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Social Media

- Facebook reach: 113k (2nd month with reach over 100k) 5881 followers (82 new). Facebook reach attributed to posts about 90/18 project and other road projects.
- Twitter - 3665 followers (11 new); 11.8k impressions.
- Instagram - 2.7K reach; 2626 followers (27 new).
- Top Posts: SR 18 aerial widening image, SR 18 widening lane closure news release, Meadowbrook Bridge closure news release.
- Continuing to create video content for social media.



Website

- Website users: 19k; website sessions: 25k; pageviews: 44.3k.
- Top website pages Twin Peaks, Snoqualmie Falls, Big Truck Day.
- Most clicked news releases: Long-term SR 18 Lane Closures and WB 90 Lane Closures.
- Police Blotter is 11th most visited page.



Engagement, Initiatives & Support

- Mayor: Echo Glen Meeting at City Hall.
- 4th of July Safety Video w/Interim Chief Bailey.
- Parks & Public Works: Snoqualmie Pkwy Rehab Project, Back in Parking downtown, Public Right of Way Transition Plan, Riverview Park Opening event.
- Fire/OEM: Opioid Education Class, Wildfire Safety, CPR Awareness Week, ongoing FD blotter.
- Police: Night Out event Save the Date, social coverage planning, ongoing PD blotter.
- Selection of community survey consultant.
- Coffee with Council: marketing and facilitation.
- Summer events marketing in full swing.





Community Development Department

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June 2023

Building Permit Activity

Permit applications to the Community Development Department remain relatively low. Inspections are picking up as a number of homes are under construction in the recently-approved Snoqualmie Ridge II Plat 29/Cascade Pointe.

Building	June 2023	YTD
Permit Applications	63	270
Permits Issued	65	265
Total Inspections	66	456

Planning	June, 2023	YTD
Business Licenses	6	32
Pre Applications	1	4
Planning Application		
Sign Permits	0	2

Boards and Commissions:

The Planning Commission held the following meetings:

- June 5 – The Planning Commission discussed the recent state law requiring cities and counties to remove barriers to the construction of accessory dwelling units.
- June 20 – Matt Covert from LDC, the City's land use and housing consultant, presented to the Planning Commission about LDC's work on middle housing and the Commission's upcoming consideration of goals and policies of the land use element of the Comprehensive Plan. The Commission also heard a presentation about notable land use and housing-related legislation that was passed during the 2023 state legislative session.

The Economic Development Commission met on June 21 and substantially completed the Comprehensive Plan Economic Development Element discussion and work on policy review and updates.

The Arts Commission planned for summer programming: Chalk the Block on July 4, Plein Air Paint Out, on July 22, now its own event, not a part of Snoqualmie Days, and the Art Train, September 23, a new event.

Land Use Planning Projects:

Timber Trails (Plat 30): A hearing will be held in July 2023 before the city hearing examiner on the proposed preliminary plat to subdivide a parcel into 46 single-family residential (duplexes and townhomes) lots .

Model Train Museum/Park: City Staff met with representatives of model train on June 13, 2023 to determine next steps for moving the project forward. In December 2022 the Council authorized the Mayor to approve a Memorandum of Understanding, to develop a park/museum on City property which will showcase a model train. The proposed project includes a 20,000 square foot building, outdoor parking, community event space, a gift shop and other interactive features as well as an outdoor recreational park with picnic benches and other improvements.

The Rails: City Staff and consultants are reviewing a building permit from Tracy Hovinga for the vacant parcel, 784920-1430. The proposed project would construct a 3-story mixed use building including 11 apartments, approximately 2,000 square feet of retail/office space, and associated parking and other site improvements.

Snoqualmie Ridge Self-Storage: City Staff and consultants are reviewing a building permit for the expansion of Snoqualmie Ridge Self-Storage. The applicant proposes to expand the existing self-storage facility by constructing a new 3-story building with approximately 29,000 square feet of floor space to replace the existing RV storage area in the northwest corner of the property.

Crabb Commercial: City Staff is reviewing a building permit for a new commercial building on Railroad Avenue. The proposed development is a 2 story building , 2632 square feet.

Comprehensive Plan: Over 350 total public comments have been received from open houses, business roundtables, surveys. City staff conducted additional public outreach in June with Ridge Business Owners. The land use element was introduced at the June Planning Commission meeting.

Events, Engagement, Marketing and Tourism:

- On June 5, Nicole Wiebe, Community Liaison, David Goodman, Senior Planner, and Kelly Coughlin, SnoValley Chamber of Commerce, met with several Ridge merchants to discuss merchant collaboration and the Comprehensive Plan Economic Development Element.
- Big Truck Day was held on Thursday June 29, in partnership with Encompass. Participants included, King County, SVSD, SnoKing Areana (brought their Zamboni!), Northwest Train Museum, KCLS, Waste Management, Snoqualmie Inn, Snoqualmie Parks and Public Works, Fire and Police Departments. Attendance estimated at 800pp and every city on the Eastside, South King County, Snohomish County, and Seattle were represented by attendees.
- Attended Sno Valley Chamber of Commerce luncheon.

Special Event Permits: Eleven permits received, reviewed and/or approved. Busy season!



Finance & Human Resources Department

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June 2023

FINANCE

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

The finance team continues to work on the soft go-live for the finance modules, including Tyler payments for merchant service transactions. The city will see value in this shift from 7 different merchant services to one and fully integrated with the cashiering module and general billing. The human resources team has continued to work on payroll and human resource modules setup.

2021 Audit & 2022 Financial Statements

Accounting staff submitted the 2022 financial statements to the State Auditor's Office by May 30, 2023. An audit of the 2022 financial statements is not expected to take place until Winter 2023. In addition, staff continue to work with the State Auditor's Office to complete the 2021 financial statement audit.

Staff Development

Various members of the finance team attended the Government Finance Officers Association (GFOA) conference during the month of May in Portland, OR. The conference offers resources and best practices that are directly related to governmental finance core services such as budgeting, debt management, etc.

Monthly Finance Metrics – Payments, Receipts & Licenses

Vendor Payments Processed – 250
Utility Billing Payments Processed – 5024
Payroll ACH Processed – 201
B&O Tax Returns Processed – 694
New Business Licenses Processed – 42
Renewal Business Licenses Processed – 19
Pet Licenses Processed – 0

HUMAN RESOURCES

Recruitment

The City continues to recruit for several critical positions across multiple departments, including but not limited to, the City Administrator role, police officers, and a number of key utility positions. Currently, 21 full-time equivalent employee (FTE) positions are vacant at the City equal to nearly 18% of total authorized positions. The City has recruited and hired 20 people since the start of the year.

Class & Compensation Study/Union Negotiations

Staff and Council continue to work on a compensation philosophy and implementation plan for non-represented employees. All Job descriptions are being collected and prepared for final reviews and updating. In addition, the Administration has been making substantive progress with Teamsters in reaching an agreement and has held initial conversations with the Snoqualmie Police Association (SPA).



Fire Department

Mike Bailey, Interim Fire Chief

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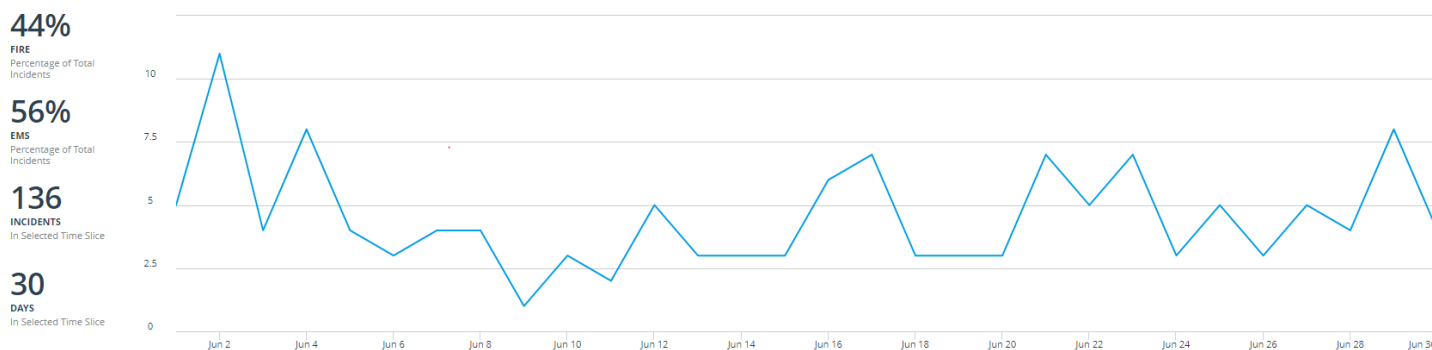
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June 2023

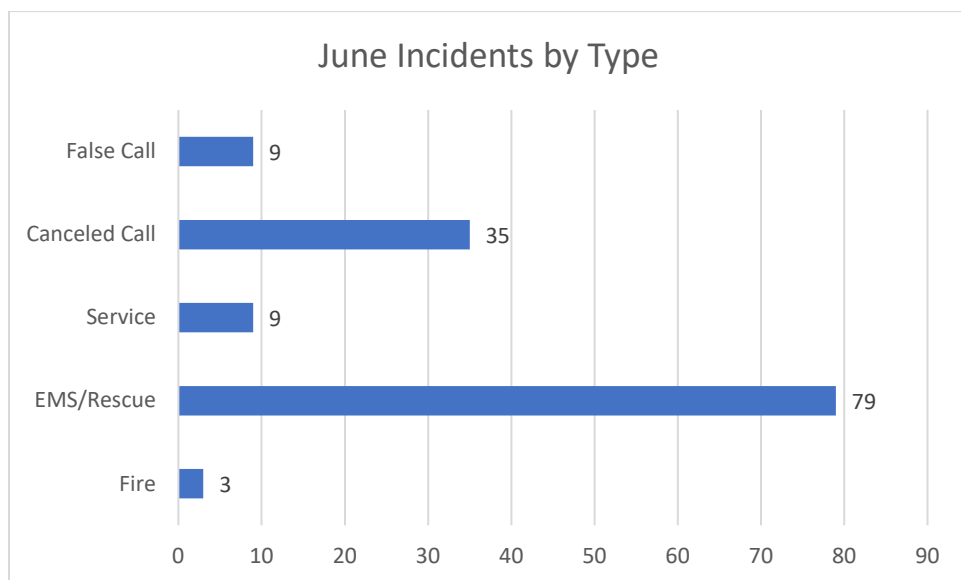
Incident Count (June)

The Fire Department responded to 136 incidents in June. 56% of the incidents were emergency medical services and 44% were fire related incidents. The following chart displays incident count per day.



Incident Count by Type:

The following is a count breakdown of incidents by type.



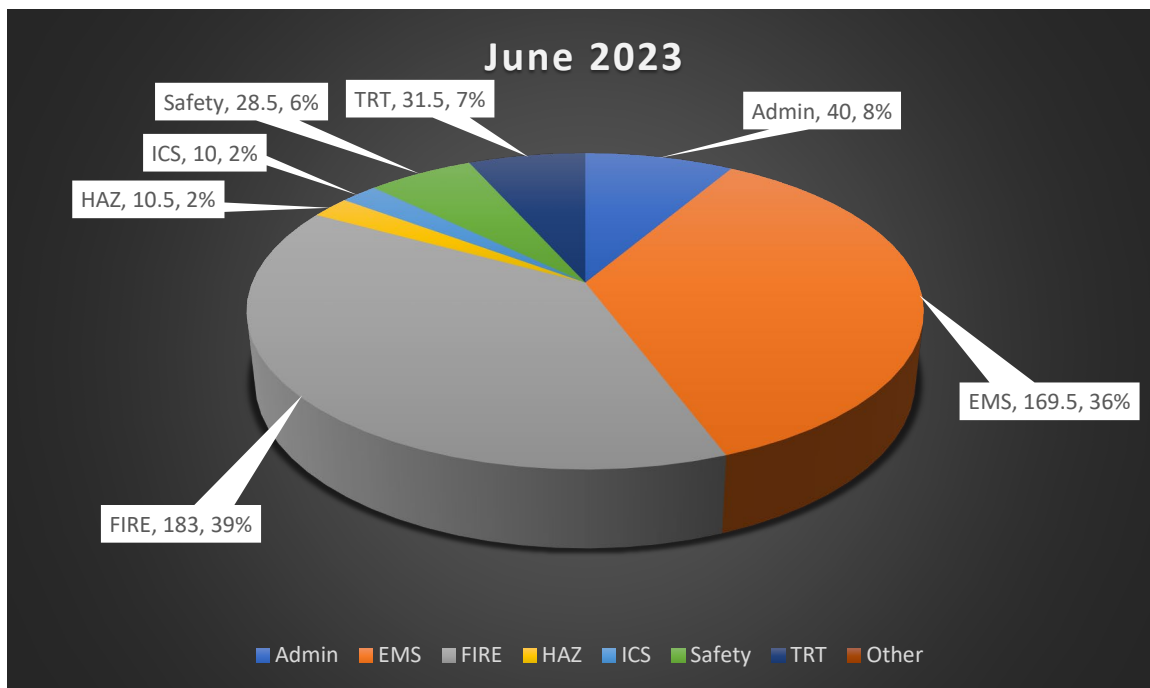
EMS Transports

The Fire Department responded to 79 EMS incidents in June and transported 30 patients to local hospitals. Patients were transported to Swedish Issaquah 28% of the time and Snoqualmie Valley Hospital 68%.

Week Ending	6/4/23	6/11/23	6/18/23	6/25/23	7/2/23	Total
Harborview	1	-	-	-	-	1
Overlake Hospital	-	-	-	-	1	1
Snoqualmie Valley	3	1	4	7	5	20
Swedish / Issaquah	1	1	1	2	3	8
Total	5	2	5	9	9	30

Training:

Firefighters trained over 473 hours in June. The training covered all different categories with the majority being fire (39%). The following chart compares the training hours by type:



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

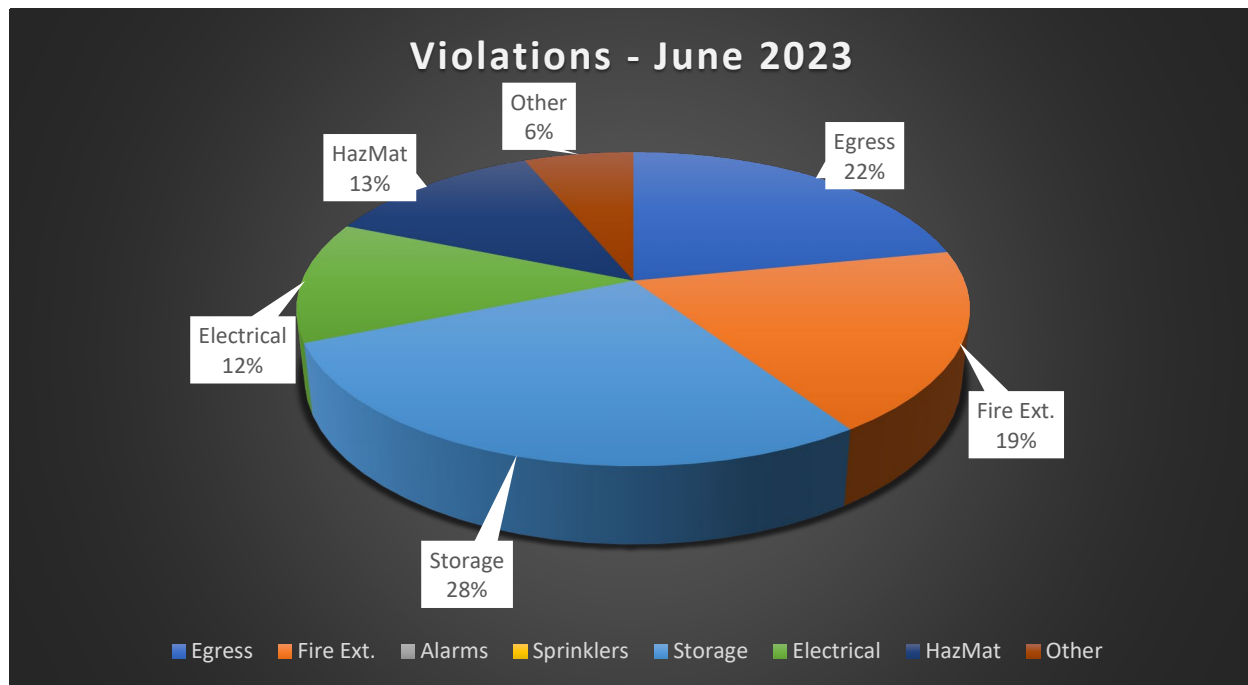
Training – Highlights/Major Topics:

- Acquired structure search and rescue drills.
- Quarterly Run-Review with Bellevue Fire Medic One
- Shared Staffing refresher training
- Two new volunteer members completing their initial onboarding training.

Community Risk Reduction

Inspections

Fire crews performed 27 fire and life safety occupancy inspections in June and found 32 violations. Additionally, the department began daily inspections of fireworks stands within the city. The following chart describes the violations found:



Public Education

June was a slightly busy month for public education and outreach with the following activities:

- CPR/AED Training at Mount Si High School – Approximately 200 students over 18 hours of training.
- Stop the Bleed training – 10 students, 2 hours.
- Overdose/Opioid Training – 20 students, 2 hours
- 2 – Station Tours, 15 kids, 2 hours.
- Big Truck Day



Parks & Public Works Department

Staffing Levels
Water – 2 Vacancies
Wastewater – 2 Vacancies
Stormwater - 0 Vacancies
Parks – 2 Vacancies

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June Summary Parks & Public Works

Welcome to our busy season. The department is performing well despite the overwhelming workload in the months of April through August. The Parks & Streets Division is trying to get caught back up after their efforts to improve Riverview Park. Center street was neglected for a while, but it has been addressed in the last few days. They continue to support the sports programs and now are supporting special events. We have issued one JOC project in Railroad Park to improve the electrical systems to better support our holiday activities. The Streets division is busy supporting the paving projects that have begun and will be monitoring the major restriping project with King County this summer. King County will be restriping the majority of stop bars, crosswalks, and centerlines throughout the city. The Water Division is supporting the waterline replacement in the William's addition. Work goes well, unfortunately, we have had breaks of the old line as works has progressed. Our staff have been superstars, immediately mobilizing to restore service to our customers. Most of the work is completed, we are waiting for some components to arrive before the switchover to the new line in August. The Wastewater Division is doing well. They have completed their move to the solids handling facility opening some much-needed office space for the Parks & Public Works Department. Repairs tot the building will be occurring this month with the future relocation of a division to occur in August. We really appreciate the team spirit that the Wastewater Division has shown, change is never easy. Our Fleet and Facilities Division continues to support the city. Facilities is working on the building repairs at Wastewater, and Fleet continues to maintain our vehicles. Recently they helped support Big Truck Day. Our Stormwater and Urban Forestry Division is doing well. They will be beginning the major tree replacement project on Autumn Street and continue to work on our storm ponds. To date they have cleaned out 3.

Department of Corrections Crew Work for June 2023 * Note: DOC had 9 workdays this month*

Work completed at various sites:

- 1) Storm pond vegetation maintenance:
 - a. No vegetation maintenance this month.
- 2) Storm pond fence repair: 8 ½ ponds completed this month.
 - a. Split-rail fence repair at Swenson E3 Pond, completed 618 feet of fence to include:
 - i. Replaced 4 posts and 5 sections of rail, gate repaired, chain link stapled to rails.
 - b. Split-rail fence repair at Swenson E4 Pond, completed 740 feet of fence to include:
 - i. Replaced 5 posts and 6 sections of rail, chain-link stapled to rails.
 - c. Split-rail fence repair at Swenson E5 Pond, completed 503 feet of fence to include:
 - i. Replaced 6 posts and 5 sections of rail, replaced 20' of chain-link and stapled.
 - d. Split-rail fence repair at Swenson E6 Pond, completed 656 feet of fence to include:
 - i. Replaced 2 posts and 9 sections of rail, chain-link stapled to rails.
 - e. Split-rail fence repair at Swenson E7 Pond, completed 720 feet of fence to include:
 - i. Replaced 5 posts and 6 sections of rail, gate repaired, chain-link stapled to rails.
 - f. Split-rail fence repair at Swenson E8 Pond, completed 735 feet of fence to include:
 - i. Replaced 3 posts and reused existing rails, chain-link stapled to rails.
 - g. Split-rail fence repair at Swing Pond, completed 1110 feet of fence to include:
 - i. Replaced 6 posts and 9 sections of rail, gate post repaired, chain-link stapled.
 - h. Split-rail fence repair at Brinkley Pond, completed 965 feet of fence to include:
 - i. Replaced 4 posts and 8 sections of rail, chain-link stapled to rails.
 - i. Began Split-rail fence repair at Jacobia E2 Pond, completed 155 feet of fence to include:
 - i. Replaced 4 posts and 4 sections of rail.

3) Trail maintenance:

- a. No trail maintenance this month.

4) Forest restoration:

- a. Mulched 3,688 square feet at Mt. FEMA lot.

5) Park maintenance:

- a. No park maintenance completed this month.

6) Work Area and Tool maintenance:

- a. No work area/tool maintenance completed this month.



Police Department

Brian Lynch, Interim Police Chief

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June 2023

Calls for Service

	May 2023	June 2023	June 2022
Snoqualmie	729	617	578
North Bend	511	647	451

Average Response Times (in minutes & seconds)

June	Priority 1	Priority 2	Priority 3
Snoqualmie	2:45	6:17	8:01
North Bend	4:30	4:16	11:51
May			
Snoqualmie	3:38	5:20	12:10
North Bend	0:49	4:10	7:35

Priority 1: Weapons Offense

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

Priority 3: High priority but not an immediate threat.

June	Thefts	Vehicle Prowls	Vehicle Thefts
Snoqualmie	7	2	2
North Bend	23	4	3
May	Thefts	Vehicle Prowls	Vehicle Thefts
Snoqualmie	9	9	1
North Bend	33	9	2

Items of Importance

Command Staff – Captain Lynch appointed Interim Chief of Police.

Hiring – 5 openings – 1 officer recruit graduating from the academy July 27th, 1 officer recruit will start the academy July 11th, and 1 potential hire is in the background process.

Support Staff – Administrative Coordinator position vacancy – with associated transition efforts.

Year to Date Theft Comparison

June 1 - 30

Snoqualmie	2023	2022
Thefts	7	13
Vehicle Prowls	2	6
Vehicle Thefts	1	4

North Bend	2023	2022
Thefts	23	32
Vehicle Prowls	4	5
Vehicle Thefts	3	4

Crisis Intervention Contacts

June 1 - 30

	2023	2022
Snoqualmie	22	9
North Bend	1	2

Mental Health Professional Contacts

June 1 - 30

	2023	2022
Snoqualmie	28	N/A
North Bend	17	N/A

Community Events

August 1 – National Night Out

Boeing Classic Golf Tournament – August 7 – 13