



**SNOQUALMIE
POLICE
DEPARTMENT**

CONTRACTED POLICE SERVICES PROPOSAL

Presented To
North Bend City Council

Presented By
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OVERVIEW

The Proposal

The Snoqualmie Police Department has been proudly serving the community of North Bend since March of 2014. Serving both cities has become an integral part of this agency's identity. Our dedication to ensuring the safety of those who work, visit, and call North Bend home is embodied in the department's motto:

"No Call Too Small".

Our Mission Statement

The Snoqualmie Police Department is committed to service, professionalism, teamwork, and making a positive impact at every opportunity.

Two Cities, One Community





SECTION
1

**ORGANIZATION
&
PROPOSED
SERVICES**



COMMAND STAFF



SERGEANTS



NORTH BEND ASSIGNED OFFICERS



For full biographies, please see the written proposal

LEADERSHIP & PATROL TEAM

DIVISIONS

The Investigation Unit is responsible for examining all property and economic crimes, violent crimes, and special assault cases. It also works with the Coalition of Small Police Agencies' Major Crimes Task Force (MCTF) and a number of other partners throughout Washington State.

The Police Support Officer coordinates prisoner transports and has a pivotal role in our community events such as National Night Out and fundraisers for the Snoqualmie Valley Food Bank.

The Administrative Services section supports the criminal justice process in case management, crime reporting, public record requests, court orders, evidence management, and concealed pistol licenses.

Patrol

Investigations

School Resource Officer

Police Support Officer

Mental Health Professional

Administrative Services

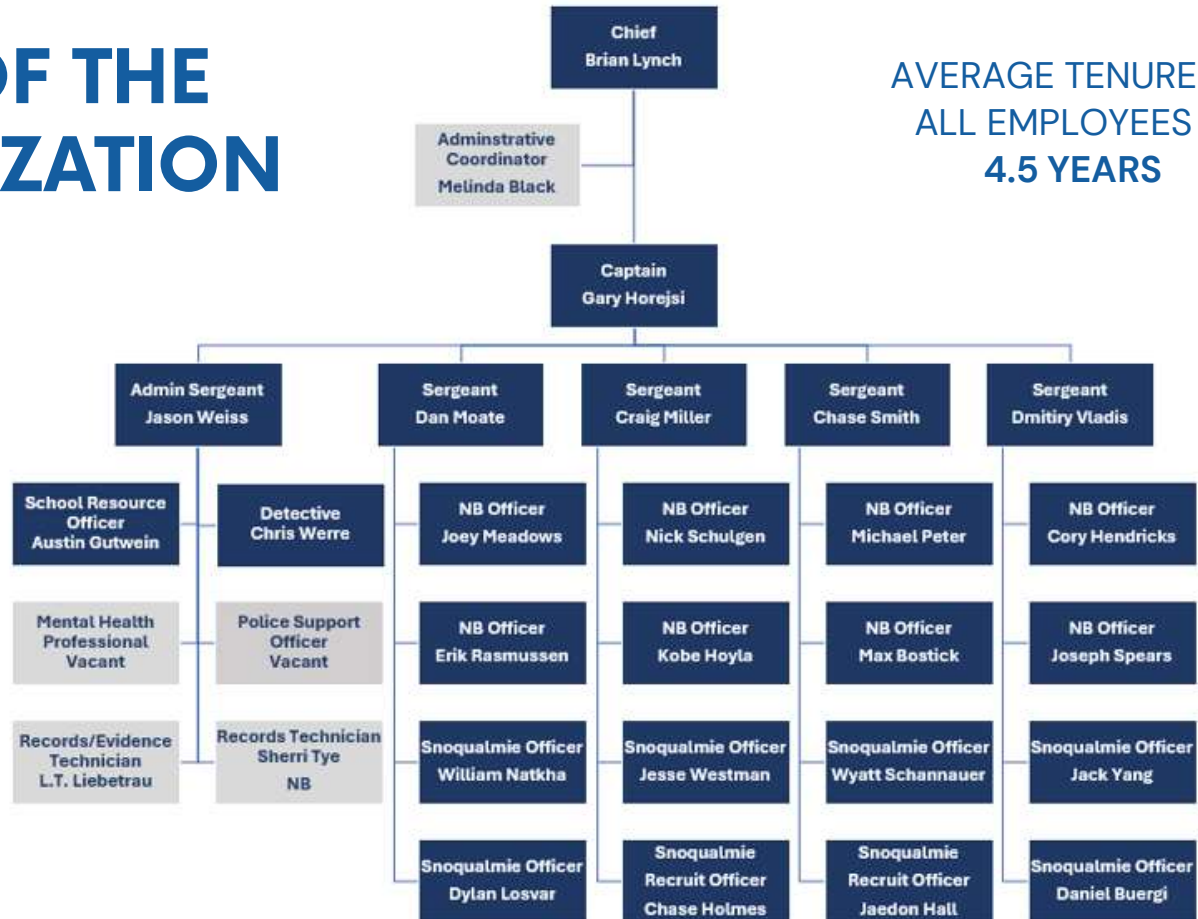
The Patrol Division provides 24/7 police services to those who call this area home, along with the many visitors who come to our great cities for pleasure or work. The officers respond to all 911 emergency calls, routine calls for service, and conduct proactive policing.

The School Resource Officer works in collaboration with the Snoqualmie Valley School District to investigate crimes involving juveniles and provide support while building relationships with our youth.

The Mental Health Professional is a co-responder with our officers providing services to individuals in crisis, including diversion from detention or arrest, hospitalization, or other resources.

MAP OF THE ORGANIZATION

AVERAGE TENURE OF ALL EMPLOYEES IS 4.5 YEARS



■ = Sworn Employees ■ = Civilian Employees



COMMAND & PATROL STAFF TRAINING

Patrol

Officers are required to complete 24 hours of training per calendar year. Typically, annual training includes Crisis Intervention, Emergency Vehicle Operations Course, CPR/First Aid, Data Security, Firearm and Less Lethal Qualifications, etc.

Patrol Supplemental

Our Department provides more than the minimum 24-hour required training, with staff participating in over 80+ hours of training annually. We focus on specialized training that benefits the individual officers, the Department, and the communities we serve.

Command

In addition to the required training of patrol officers, our Command Staff undergo Supervisory, Leadership, Management, and Executive Level trainings.

PROPOSED SERVICES

- **Easy to Reach, Hard to Leave**
 - A livable and charming community, where people care about and know each other, requires a police department that shares the same values.
- **“No Call Too Small”**
 - Everyone and every call matters.
- **Addressing North Bend’s Unique Policing Needs**
 - CPSM Report’s Workload Analysis (p. 38–39, 49)

FIGURE 6-5: All Workload, Weekdays, Winter 2024

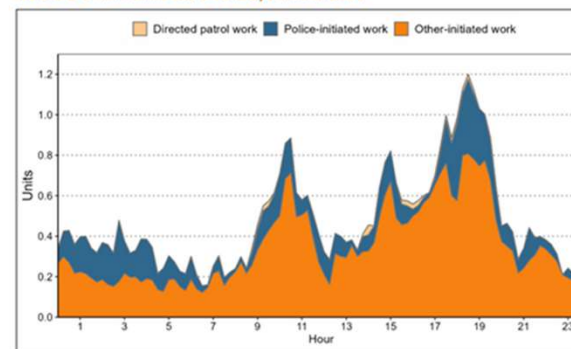


FIGURE 6-7: All Workload, Weekdays, Summer 2024

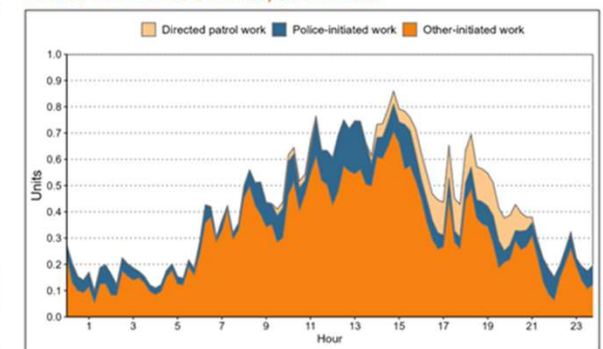


FIGURE 6-6: All Workload, Weekends, Winter 2024

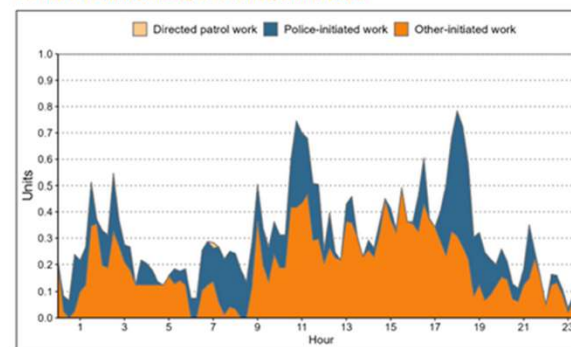
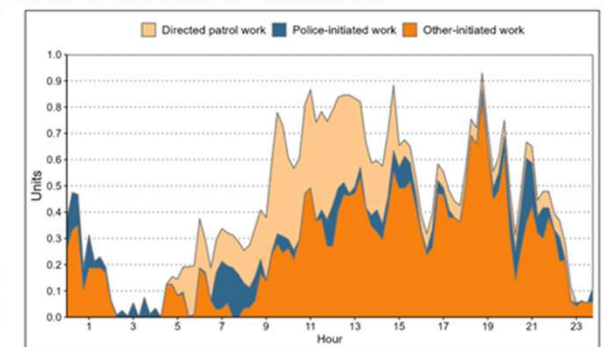


FIGURE 6-8: All Workload, Weekends, Summer 2024



PROPOSED SERVICES

MINIMUM AND PROPOSED COVERAGE



Minimum Sworn Officer Level

- 8:00 a.m. to 8:00 p.m.:
 - 2 NB Officers.
- 8:00 p.m. to 8:00 a.m.:
 - 1 NB Officer.



Proposed Coverage

- 6:00 a.m. to 6:00 p.m.:
 - 2 NB Officers, 2 Snoqualmie Officers, 1 shared Sergeant.
- 6:00 p.m. to 6:00 a.m.:
 - 2 NB Officers, 2 Snoqualmie Officers, 1 shared Sergeant.



Full-Time Employees

Shared positions allocated based on weighted calls for service:

- Police Chief & Captain
- Detective
- School Resource Officer
- Mental Health Professional
- Police Support Officer
- 4 Administrative Specialists

ACTIONS TAKEN



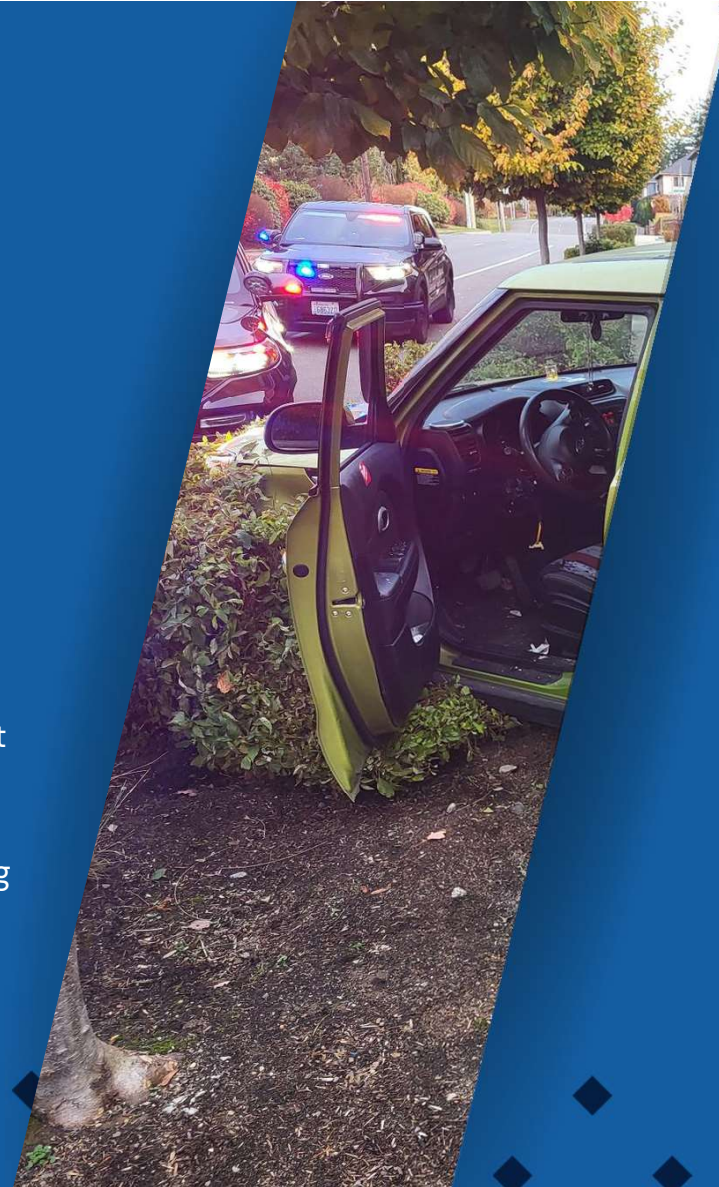
QUALITY SERVICE

- Community-Based Policing
- Partnerships: Civic, Business, and Law Enforcement
- Local Engagement and Public Events
- Response to All Calls for Service, "No Call Too Small"



OPERATIONS OPTIMIZATION

- Continuous Performance Evaluation and Improvement
- LEMAP Assessment
- Staff Training
- Review of Policy and Training Manuals





FUTURE INITIATIVES

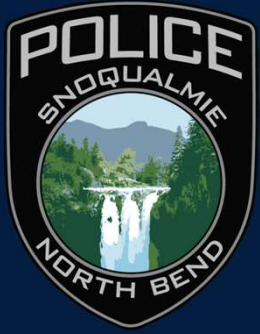
ACCREDITATION

- Based on LEMAP Report
- Increasing Public Confidence
- Intensify Operational Effectiveness
- Policies and Procedures
- Reduction in Liability
- Improved Agency Morale & Pride

ADDITIONAL ADMINISTRATIVE SPECIALIST

- Accreditation Support
- Workload for Public Record Requests
- State and Federal Crime Statistic Reporting
- Assist with Case Management
- Concealed Pistol Licenses
- Court Orders





SECTION 2

CONTRACT EXPERIENCE



CONTRACT EXPERIENCE

SERVICES AND RELATIONSHIPS



MEETINGS

- Management
- Public Health & Safety Committee
- City Council



EXTRA PATROLS

- Tanner Electric
- Elk Fields
- U.S. Postal Inspector



COMMUNITY CONTACTS

- Community events
- Direct contact in the field
- Phone calls
- Emails
- Social media



OUTLET MALL ANNEX

- In response to retail thefts
- Limited public expense
- Visible presence at commercial base

IMPACT

Based on the 2023 City of North Bend Community Survey Rating Satisfaction with SnoPo Police Services

74%



Satisfied

23%



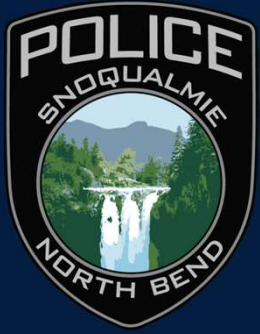
Neutral

3%



Dissatisfied



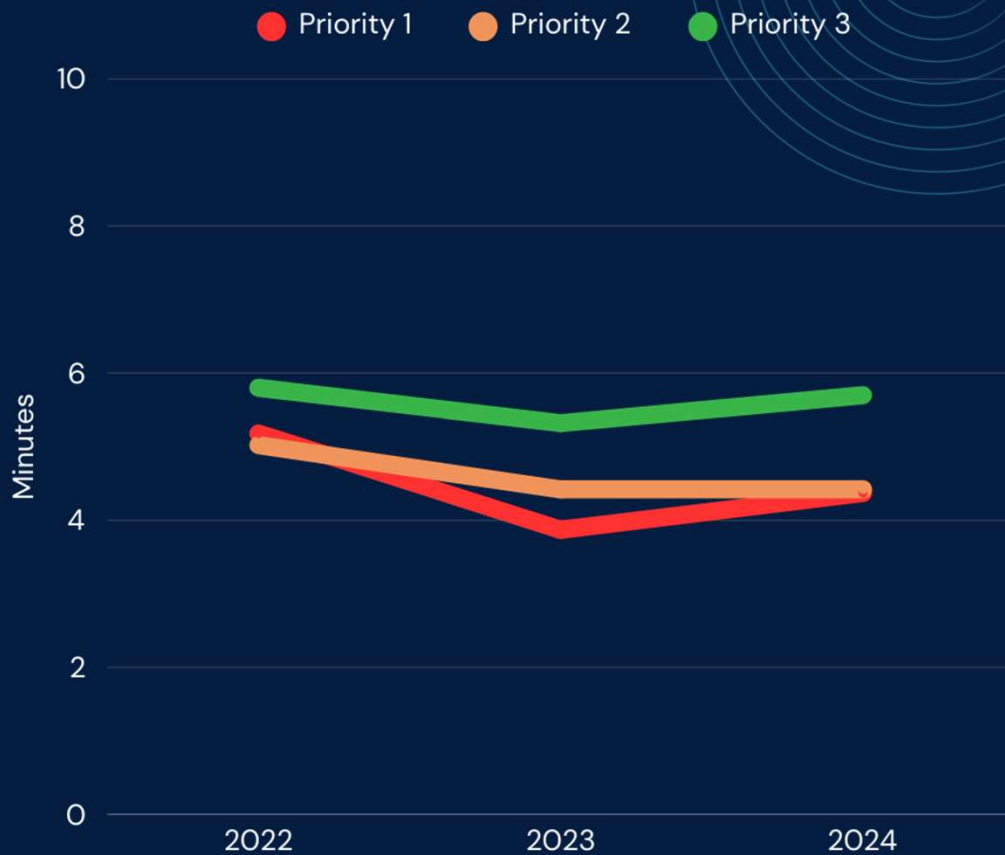


SECTION
3

RESPONSE TIMES



RESPONSE TIMES



- **Priority 1:** Serious crime with immediate threat to life. Ex: Weapons Offense, Physical Domestic Violence, Assault/Burglary in Progress.
- **Priority 2:** Calls that involve a serious crime or incident with potential for violence or escalation but not necessarily an immediate threat to life. Ex: Injury Accident, Court Order Violation in Progress, Vehicle Theft/Prowl in Progress.
- **Priority 3:** High priority but not an immediate threat. Ex: Suspicious, Traffic Hazard, Welfare Check, Harassment.



SECTION 4

RESPONSE CAPACITY



RESOURCES

MHP

Mental Health
Co-Responder
In House

MCTF

Major Crimes Task
Force

AIR

Guardian One - KC
Smokey - WSP
Drone - Issaquah PD

K9

Tracking / Drug Dog
Bellevue PD, Redmond
PD, WSP

SWAT

TAC 30 - KC
Valley SWAT

SAR

Search & Rescue - KC
Seattle Mountain
Rescue

MEDIA

Public Information
Officer &
Communications Dept.

WSP

Bomb Squad
Major Collision
Investigation

LAB

Crime Lab - WSP
Toxicology Lab - WSP
AFIS - KC



RESPONSE CAPACITY



- Proximity to Gas Station
- Door-to-Door Searches
- Evac vs. Shelter-in-Place
- Large Scale Locs: Apt Complex, Nursing Home



- KCMEQ, MCTF, WSP Crime Lab, ATF

**Natural Gas
Explosion**
April 25, 2014

**Sno Falls Credit
Union Robbery**
January 26, 2024

Homicide / Suicide
January 31, 2024

**Boeing Classic &
Festival at Mt Si**
Annually

- Pursuit
- WSP, KCSO, Issaquah PD, Bellevue PD, Guardian One



- CSPA, WSP
- Operations Plan: Risk and Intelligence Assessment, Traffic, Communications
- Day-Of Security and Law Enforcement





SECTION
5

COMMUNITY, COUNCIL & STAFF ENGAGEMENT



COMMUNITY EVENTS

The Snoqualmie/North Bend Police Department recognizes the importance of community engagement and upholds the principles of community policing. We regularly participate in several events, including:

North Bend Block Party

Citizens Academy

Festival at Mount Si

Chat with the Chief

National Night Out

Fishing Derby

Red, White, and Boom

Safe Rider Program

We are committed to fostering a cohesive and supportive environment by prioritizing a visible presence, cultivating strong relationships with residents, and encouraging collaborative partnerships with local businesses and organizations.





JOINT ADVISORY COMMITTEE

A SHARED PUBLIC SAFETY VISION

Snoqualmie Police Advisory Committee (SNOPAC)

- Quarterly Meeting with Council Members
- Discussion of Operations, Staffing, Incidents, Statistical Information, and Budgets
- Advice on Direction
- Open to the Public
- Annual Reports

Snoqualmie Police Technical Working Group (SNOTEC)

- Staff Representatives
- Discussion of Operations, Staffing, and Budgets
- Quarterly Reports
 - Statistics
 - Average Response Times
 - Year-to-Date Budget-to-Actuals
 - Human Resources
 - Vacancies
 - Recruitment
 - Union Matters



SECTION
6

COST



POLICE SERVICES FEE

FEE AMOUNT FORMULA

Cost Reconciliation

- Matching the payment to the actual cost of providing services.

Cost Control

- “Cops, cars, and contracts.”
- Limit in the increase of operational costs to the June-to-June biennial change in the CPI-W.

Contract Administration & Facilities Charge

- A flat 15% charge.
- Admin: HR (Recruitment), Finance (Payroll, AP, etc.), IT (hardware, software), Insurance, and Leadership.
- Facilities: Office space for staff, interview rooms, safe storage for evidence, holding cells for detainees, training rooms (including a fully equipped gun range).



Police Services Fee (Fee Amount Formula)

For the provision of police services to the City of North Bend

DIRECT SERVICE COSTS	2025	2026
Dedicated Costs (8 Officers + 50% of 4 Sergeants)		
Personnel Costs (A)	\$ 1,709,424	\$ 1,820,228

Shared Costs		
Personnel Costs (B)	\$ 1,858,960	\$ 1,975,465
Operational Costs (C)	\$ 1,407,130	\$ 1,220,832
Vehicle and Equipment Costs (D)	\$ 756,912	\$ 771,395
Revenues (E)	\$ (87,660)	\$ (117,510)
Shared Costs (F = B+C+D+E)	\$ 3,935,342	\$ 3,850,182

Calls for Service Percentage (Adjusted for Estimated Response Times)		
City of Snoqualmie 2-Year Call Total (2023-24) (I)	13,777	13,777
City of North Bend 2-Year Call Total (2023-24) (J)	11,012	11,012
2-Year Call Total (2023-24) (K = I+J) =	24,789	24,789
Calls for Service Percentage (CFS% = J/K) =	44.42%	44.42%

Direct Cost Amounts		
Dedicated Cost Amount (DEDICATED = A)	\$ 1,709,424	\$ 1,820,228
Shared Cost Amount (SHARED = F * CFS%)	\$ 1,748,194	\$ 1,710,364
Total Direct Service Costs (DIRECT = DEDICATED + SHARED) =	\$ 3,457,618	\$ 3,530,592

INDIRECT SERVICE COSTS	2025	2026
Indirect Cost Amounts		
15% Contract Administration & Facilities Charge (Z = DIRECT * 15%)	\$ 518,643	\$ 529,589
Total Indirect Service Costs (INDIRECT = Z) =	\$ 518,643	\$ 529,589
Total Fee (DIRECT + INDIRECT) =	\$ 3,976,261	\$ 4,060,181

Total Fee/Police FTE (14.89 FTEs) =	\$ 267,105	\$ 272,742
Total Fee/Patrol FTE (10.89 FTEs) =	\$ 365,181	\$ 372,888
Total Fee/Officer FTE (8.00 FTEs) =	\$ 497,033	\$ 507,523

POLICE SERVICES FEE

FULLY LOADED COST PER POSITION



Police Services Fee (Fully Loaded Cost per Position)¹

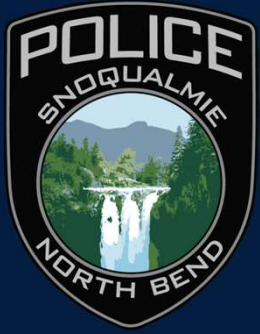
For the provision of police services to the City of North Bend

Dedicated Positions	Full-Time Employees (FTEs)	2025 Total Cost	2025 Cost per 1.00 FTE	2026 Total Cost	2026 Cost per 1.00 FTE
Sergeant	2.0000	\$ 672,050	\$ 336,025	\$ 679,910	\$ 339,955
Officer	8.0000	\$ 1,990,142	\$ 248,768	\$ 2,042,127	\$ 255,266
Dedicated Subtotal =	10.0000	\$ 2,662,192	\$ 266,219	\$ 2,722,036	\$ 272,204

Shared Positions	Full-Time Employees (FTEs)	2025 Total Cost	2025 Cost per 1.00 FTE	2026 Total Cost	2026 Cost per 1.00 FTE
Police Chief	0.4442	\$ 184,262	\$ 414,790	\$ 182,330	\$ 410,440
Police Captain	0.4442	\$ 143,174	\$ 322,298	\$ 146,120	\$ 328,930
Administrative Sergeant	0.4442	\$ 146,948	\$ 330,793	\$ 146,338	\$ 329,419
Detective	0.4442	\$ 134,435	\$ 302,624	\$ 135,984	\$ 306,112
School Resource Officer	0.4442	\$ 126,467	\$ 284,688	\$ 128,200	\$ 288,589
Support Officer	0.4442	\$ 99,737	\$ 224,517	\$ 103,140	\$ 232,178
Mental Health Professional	0.4442	\$ 108,278	\$ 243,743	\$ 110,445	\$ 248,622
Administrative Specialist	1.7769	\$ 370,769	\$ 208,658	\$ 385,587	\$ 216,998
Shared Subtotal =	4.8865	\$ 1,314,069	\$ 268,917	\$ 1,338,144	\$ 273,844
TOTAL ALL POSITIONS =	14.8865	\$ 3,976,262	\$ 267,105	\$ 4,060,181	\$ 272,742

¹ Uses the total cost of compensation for a position as a percentage of the total cost of compensation to allocate overtime, operational costs, vehicle and equipment repair and replacement costs, revenues, and the 15% contract administration and facilities charge.



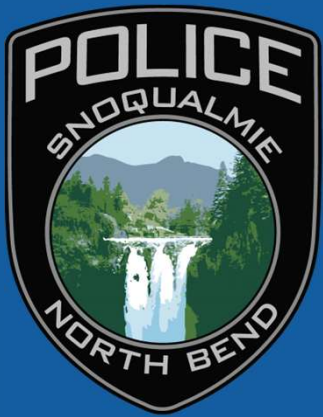


SECTION
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CONTACTS



OUR TEAM



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