



FINANCE & ADMINISTRATION COMMITTEE & COMMITTEE OF THE WHOLE MEETING MINUTES SEPTEMBER 3, 2025

This meeting was conducted in person at Snoqualmie City Hall and remotely using Zoom.

CALL TO ORDER - Chair Bryan Holloway called the meeting to order at 6:00 pm.

Committee Members: Councilmembers Bryan Holloway, Cara Christensen, and Jo Johnson (remote) were present.

City Staff:

Mike Chambless, City Administrator; Dena Burke, City Attorney (remote); Deana Dean, City Clerk; Drew Bouta, Finance Director; Jen Hughes, Deputy Finance Director; Janna Walker, Budget Manager; and Jimmie Betts, IT Support.

AGENDA APPROVAL - The agenda was approved as presented.

PUBLIC COMMENTS – There were no public comments.

MINUTES – The minutes dated August 5, 2025, were approved as presented.

APPROVAL OF WARRANTS / CLAIMS – The claims report dated September 8, 2025, was approved to move forward at the September 8, 2025, City Council meeting on the consent agenda.

AGENDA BILLS

3. **AB25-081:** Resolution Authorizing a One-Tenth of One Percent Sales and Use Tax for Criminal Justice Purposes. Introduction and presentation by Finance Director Drew Bouta. Topics covered included background/overview of ESHB 2015, eligible uses, conditions, impacts, and grant program. Committee questions followed. Additional information provided by Interim Chief Horejsi and City Administrator Chambless.

CM Johnson appeared in Council Chambers at 6:21 pm.

Discussion followed. Staff to provide a list of priorities for Council. This item is approved to move forward at the September 8, 2025, City Council meeting on the non-consent agenda.

DISCUSSION

4. 2024 Quarterly Reports. Discussion led by Budget Manager Janna Walker who noted 2024 quarterly reports have been posted to the city's website.
5. **AB25-070:** King County Regional Opioid Abatement Council Amendment. Discussion led by City Attorney Dena Burke. Committee comments and questions followed. Feedback provided to Attorney Burke to take back to King County. Additional information provided by City Administrator Chambless.

CITY COUNCIL MEETING AGENDA REVIEW

6. Review Draft City Council Agenda dated September 8, 2025. The agenda was approved as amended.

ADDITIONAL ITEMS

- City Administrator Chambless introduced new Legal Assistant Robert Thrall.

ADJOURNMENT

The meeting was adjourned at 6:57 pm.

Minutes prepared by Deana Dean, City Clerk.

Recorded meeting audio is available on the city website after the meeting.

Minutes approved at the September 16, 2025, Finance & Administration Committee Meeting.