



FINANCE & ADMINISTRATION COMMITTEE & COMMITTEE OF THE WHOLE MEETING MINUTES OCTOBER 21, 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 (remote and appeared in person at 6:04 pm), and Jo Johnson were present.

Mayor Katherine Ross was also present.

City Staff:

Mike Chambless, City Administrator; Dena Burke, City Attorney; Deana Dean, City Clerk; Fletcher Lacroix, IT Director; Mona Davis, Community and Economic Development Director; Drew Bouta, Finance Director; Jen Hughes, Deputy Finance Director; Janna Walker, Budget Manager; and Andrew Jongekryg, IT Support.

AGENDA APPROVAL - The agenda was approved as amended, removing AB25-089.

PUBLIC COMMENTS – There were no public comments.

MINUTES – The minutes dated October 7, 2025, were approved as presented.

APPROVAL OF WARRANTS / CLAIMS – The claims report dated October 27, 2025, was approved to move forward at the October 27, 2025, City Council meeting on the consent agenda.

AGENDA BILLS

3. **AB25-093:** Resolution Adopting Snoqualmie Valley School District Capital Facilities Plan 2025-2030. This item was introduced by Community and Economic Development Director Mona Davis. Committee questions and comments followed. This item is approved to move forward at the October 27, 2025, City Council meeting on the consent agenda.
4. **AB25-094:** AHBL Contract Amendment. This item was introduced by Director Davis. Committee questions and comments followed. Additional information provided by City Attorney Burke, City Administrator Mike Chambless, and Finance Director Drew Bouta.
5. **AB25-090:** Server Upgrades. This item was introduced by IT Director Fletcher Lacroix. This item is approved to move forward at the October 27, 2025, City Council meeting on the consent agenda with amendments to the agenda bill.
6. **AB25-097:** Server Storage Upgrade. This item was introduced by Director Lacroix. This item is approved to move forward at the October 27, 2025, City Council meeting on the consent agenda with amendments to the agenda bill.
7. **AB25-089:** Resolution Amending the Financial Management Policy. This item was removed from the agenda.

8. **AB25-095:** Ordinance Amending the Minimum Licensing Threshold for Out-of-City Businesses in SMC 5.04.015(B). This item was introduced by Finance Director Drew Bouta. This item is approved to move forward at the October 27, 2025, City Council meeting for first reading of the ordinance.

DISCUSSION

9. 2026 Legislative Priorities. Discussion led by CM Holloway. Information provided by CM Christensen related to public safety and by CM Johnson related to Highway 18 interchange. Discussion followed. Additional information provided by City Administrator Chambless and Director Bouta. CM Holloway to incorporate changes and bring to the October 27, 2025, City Council meeting.
10. Future Meeting Agenda Items. These items were informational only and will be heard at upcoming committee meetings.

CITY COUNCIL MEETING AGENDA REVIEW

11. Review Draft City Council Agenda dated October 27, 2025. The agenda was approved as amended.

ADJOURNMENT

The meeting was adjourned at 6:44 pm.

Minutes prepared by Deana Dean, City Clerk.

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

Minutes approved at the November 4, 2025, Finance & Administration Committee Meeting.