



PARKS & PUBLIC WORKS COMMITTEE MEETING MINUTES NOVEMBER 18, 2025

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

CALL TO ORDER – Chair Benson called the meeting to order at 5:00 pm.

Committee Members: Councilmembers Ethan Benson, Bryan Holloway, and Catherine Cotton were present.

Mayor Katherine Ross was also present.

City Staff:

Mike Chambliss, City Administrator; Dena Burke, City Attorney; Jeff Hamlin, Parks & Public Works Director; Deana Dean, City Clerk; Patrick Fry, Project Engineer; Jason Battles, Stormwater and Urban Forestry Superintendent; Robert Thrall, Legal Assistant; Drew Bouta, Finance Director; Janna Walker, Budget Manager; Jen Hughes, Deputy Finance Director; and Jimmie Betts, IT Support.

AGENDA APPROVAL – The agenda was approved as presented.

PUBLIC COMMENTS – There were no public comments.

MINUTES

1. The minutes dated November 4, 2025, were approved as presented.

AGENDA BILLS

2. **AB25-110:** Eastside Transportation Agreement. Introduction by City Clerk Dean. Additional information provided by Parks and Public Works Director Hamlin. This item is approved to move forward at the November 24, 2025, City Council meeting on the non-consent agenda.
3. **AB25-111:** Amendment of Class IV Work Crew Master Agreement with Washington State Department of Corrections. Introduction by Superintendent Battles. Committee comments and questions followed. This item is approved to move forward at the November 24, 2025, City Council meeting on the non-consent agenda.
4. **AB25-117:** Amendment of Landscape Maintenance Agreement for Facilities. Introduction by Director Hamlin. Discussion followed. This item is approved to move forward at the November 24, 2025, City Council meeting on the consent agenda.
5. **AB25-118:** Amendment of Landscape Maintenance Agreement for Mini-Parks. This item was heard with AB25-117. This item is approved to move forward at the November 24, 2025, City Council meeting on the consent agenda.
6. **AB25-119:** Amendment of Landscape Maintenance Agreement for Snoqualmie Parkway and Right-of-Way's. This item was heard with AB25-117. This item is approved to move forward at the November 24, 2025, City Council meeting on the consent agenda.

DISCUSSION

7. Snoqualmie Valley Health Lift Station Update provided by Project Engineer Patrick Fry who noted the tech memo alternatives analysis is expected before the upcoming holiday. Staff will review in December and return to Council in January for design approval. Committee questions followed.
8. Director Reports provided by Director Hamlin and included personnel updates on the new water employee and interviewing for open parks maintenance position to begin within two weeks. Updates also provided on projects including leaves, holiday lights, utility rate study GFC's expected in January, road maintenance projects, update to construction and design standards, completion of water reclamation facility, water reclamation reservoir project, Rivertrail clearing/grubbing/gravel/bridges/blackberry removal, and Sandy Cove riverbank revetment. Committee comments and questions made throughout the update.

ADJOURNMENT - The meeting was adjourned at 5:41 pm.

Minutes prepared by Deana Dean, City Clerk.

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

Minutes approved at the December 2, 2025, Parks & Public Works Committee Meeting.