



PARKS & PUBLIC WORKS COMMITTEE

MEETING MINUTES

DECEMBER 2, 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; Robert Thrall, Legal Assistant; Jen Hughes, Dept. Finance Director; Janna Wlaker, Budget Manager; Drew Bauta, Finance Director; and Andrew Jongerkyg, IT Support.

AGENDA APPROVAL – The agenda was approved as presented.

PUBLIC COMMENTS – There were no public comments.

MINUTES

1. The minutes dated November 18, 2025, were approved as presented.

DISCUSSION

2. Community Center Presentation and Update. City Administrator Chambliss led the discussion on the update. City Administrator Chambliss discussed what the results of CAI's analysis was. The design, project use, and the current funds. Alternate designs were also discussed. Committee members joined the discussion. The Committee members unanimously voted to approve having this discussion brought before the City Council meeting on December 8, 2025.

Motion to amend agenda for discussion of Department of Corrections (DOC) workers was approved.

3. DOC workers update. Parks and Public Works Director Jeff Hamlin led the discussion. Committee members joined the conversation and asked Director Hamlin questions regarding the screening process for those incarcerated. Supervisor of Urban Forestry & Stormwater, Jason Battles contacted DOC and received an email response back regarding DOC's screening process. Director Hamlin read DOC's response email to the Committee.

ADJOURNMENT - The meeting was adjourned at 5:39 pm.

Minutes prepared by Robert Thrall, Legal Assistant.

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

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

DRAFT