FINANCE & ADMINISTRATION COMMITTEE MEETING MINUTES
Wednesday, September 09, 2026, at 6:00 PM

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

CALL TO ORDER.
Chair Jolyon Johnson called the meeting to order at 6:00pm.

Committee Members: Mayor Pro Tem Jolyon Johnson (virtual), Councilmember Louis Washington and Councilmember Bryan Holloway.
Executive: Mayor James Mayhew.
City Staff: City Administrator Andrea Lehner, City Clerk Kim Agfalvi, Finance Director Drew Bouta, Budget Manager Janna Walker, and IT Specialist Jimmie Betts.

AGENDA APPROVAL.

Action: The agenda was unanimously approved.

PUBLIC COMMENTS.
No public comments were made.

MINUTES.
1. Approval of the minutes dated August 18, 2026.

Action: The minutes were unanimously approved.

APPROVAL OF WARRANTS / CLAIMS.
2. Consideration of Claims Report dated September 14, 2026.

Action: Move to the City Council meeting on September 14, 2026 as a consent agenda item.

AGENDA BILLS.
3. AB26-053: **Budget Amendment.**
Finance Director Drew Bouta briefed on a proposed budget amendment that included funding for separation agreements, a police officer position, budget preparation support, and a contract and procurement analyst position. Committee discussion followed.

Action: Create two agenda bills for this item and move forward to September 14, 29026 City Council Meeting:

- **Agenda Bill One** – to consist of former Parks and Public Works Director separation cost, former City Administrator separation cost, and former City Clerk's accrued leave payout.
- **Agenda Bill Two** – to consist of Police Officer position, 2027 Budget Preparation Support, and Contracts and Procurement Analyst Position and move forward to the September 14, 2026 City Council meeting**.**

DISCUSSION.

4. Update: Flood Event.

No update was presented.

5. Update: Potential Land Use in Unincorporated UGA.

Mayor Pro Tem Johnson stated that he did not have an update on this item. Mayor Mayhew clarified that as of today, there had been no filing with EFSEC for potential land use in unincorporated UGA and that he had invited representatives from EFSEC to present at an upcoming council meeting. Committee discussion followed.

ITEMS FOR FUTURE DISCUSSION.

None.

CITY COUNCIL AGENDA REVIEW.

6. Review Draft City Council Agenda dated September 14, 2026.

Committee members made the following changes to the September 14, 2026, City Council meeting agenda. The agenda was approved as amended.

Changes included:

- Change item 1 to Closed Session pursuant to RCW 42.30.140.(4)(a) Collective Bargaining – Teamsters.
- Separate AB26-053: Budget Amendment into two separate agenda bills.
    - **Agenda Bill One** – to consist of former Parks and Public Works Director separation cost, former City Administrator separation costs, and former City Clerk's accrued leave payout to the top of the agenda after the consent agenda.
    - **Agenda Bill Two** – to consist of Police Officer position, 2027 Budget Preparation Support, and Contracts and Procurement Analyst Position and move forward to the September 14, 2026 City Council meeting to the top of the agenda after the consent agenda.
- Add Personnel Agreement 26-1 to the Committee of Whole.

ADJOURNMENT.

Mayor Pro Tem Johnson adjourned the meeting at 7:01pm.

Minutes prepared by Kim Agfalvi, City Clerk.
Recorded meeting audio is available on the city website after the meeting.
Minutes approved at the, 2026, Finance & Administration Committee Meeting.