



## **CITY COUNCIL SPECIAL MEETING MINUTES - CITY COUNCIL RETREAT MARCH 28, 2025**

---

*This meeting was held in-person at Meadowbrook Interpretive Center.*

**CALL TO ORDER & ROLL CALL:** Mayor Ross called the special meeting to order at 9:00 am.

**City Council:** Councilmembers Ethan Benson, Bryan Holloway, Catherine Cotton, Cara Christensen, and Jo Johnson.

It was moved by CM Christensen; seconded by CM Johnson to:

**Excuse Councilmembers Wotton and Washington.**

PASSED: 5-0 (Benson, Holloway, Cotton, Christensen, Johnson)

Mayor Katherine Ross was also present.

CM Wotton appeared at 9:22 am.

CM Washington appeared at 10:46 am.

**City Staff Present:** Mike Chambless, City Administrator; Dena Burke, City Attorney; Deana Dean, City Clerk; and Danna McCall, Communications Coordinator.

**AGENDA APPROVAL** – The agenda was unanimously approved.

### **SPECIAL BUSINESS**

1. **Strategic Plan.** Handout provided by BERK Consultants Brian Murphy and Maddie Immel. The discussion began with introductions and strategic planning overview including why Snoqualmie wants a strategic plan, implementation framework including creating an effective strategic plan, community engagement, project schedule and components, visioning including desired outcomes for the planning process and the final product, desires for the future of the community, and desires for the future of the city. Council questions and comments followed and covered prior strategic plans, how this plan relates to the comprehensive plan, how to engage the community including intentional engagement to specific groups, and incorporating council goals and priorities.

At 10:15 am, Council took a 10-minute break.

At 10:25 am, Council participated in an interactive SWOT Assessment.

At 10:30 am, discussion continued with a review of the SWOT responses, further discussion on how to engage with the community, services provided, process, and next steps. This item will be heard at future Finance & Administration Committee meetings.

The strategic plan discussion ended at 11:55 am.

2. Working Lunch and Review of Council Priorities began at 12:17 pm. City Administrator Chambless opened the discussion with a review of the documents in the agenda packet. Council reviewed each of the City Council Priorities 2024 and made additions under Assure a Safe Community and Ensure Fiscal Transparency & Operational Stability.

Moving forward, council priorities should be reviewed quarterly at a roundtable meeting. Committees should be reviewing the priority tracker.

It was moved by CM Johnson, seconded by CM Christensen, to amend the agenda by touring the Splashpad at 2:00 pm and the Water Treatment Facility at 2:30 pm. The motion passed unanimously.

#### **ADJOURNMENT**

The meeting was adjourned at 1:14 pm.

**CITY OF SNOQUALMIE**

---

Katherine Ross, Mayor

Attest:

---

Deana Dean, City Clerk