



FINANCE & ADMINISTRATION COMMITTEE MEETING MINUTES JANUARY 6, 2026

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, and Jo Johnson were present.

Mayor James Mayhew was also present.

City Staff:

Mike Chambless, City Administrator; Dena Burke, City Attorney; Deana Dean, City Clerk; Fletcher Lacroix, IT Director; 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 amended, removing AB25-129.

PUBLIC COMMENTS – There were no public comments.

MINUTES – The minutes dated December 2, 2025, were approved as presented.

APPROVAL OF WARRANTS / CLAIMS – The claims report dated January 12, 2026, was approved to move forward to the January 12, 2026, City Council meeting on the consent agenda. Committee requested additional information related to refunds.

AGENDA BILLS

3. **AB25-128:** Resolution Ratifying Emergency Proclamation 25-25. This item was introduced by City Attorney Burke. Committee questions followed. Additional information provided by City Attorney Burke and City Administrator Chambless. Presentation by Director Bouta covering procedures and costs related to the response and recovery. Topics covered included estimated cost to-date of the 2025 flood event, Presidential Declarations and Federal Resources, public assistance local damage assessment, and public assistance eligible work categories. Additional information provided by IT Director Lacroix related to the fiber optic cable repair. Committee questions followed. This item was approved to move forward at the January 12, 2026, City Council meeting on the non-consent agenda.
4. **AB25-129:** Resolution Ratifying Emergency Sewer Contract. This item was removed from the agenda.

DISCUSSION

5. Future Meeting Agenda Items. Informational only, no discussion.

CITY COUNCIL AGENDA REVIEW

6. The January 12, 2026, City Council agenda was approved as amended.

ADJOURNMENT

The meeting was adjourned at 6:24 pm.

Minutes prepared by Deana Dean, City Clerk.

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

Minutes approved at the_____, 2026, Finance & Administration Committee Meeting.

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