FINANCE & ADMINISTRATION COMMITTEE MEETING MINUTES
Tuesday, June 16, 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 6:00 pm.

Committee Members: Mayor Pro Tem Jolyon Johnson and Bryan Holloway.
Executive: Mayor James Mayhew.
City Staff: Finance Director Drew Bouta; IT Support Specialist Andrew Jongekryg, City Attorney Dena Burke and Temporary Executive Assistant Rebecca Solem.

AGENDA APPROVAL.

Motion: The agenda was unanimously approved.

Mayor Mayhew clarified that item 5 on the agenda, AB26-037: Ordinance 1328: Interfund Loan for Utilities Capital Fund should be listed as a resolution, not an ordinance.

PUBLIC COMMENTS.
No public comments were made.

MINUTES.
1. Approval of the minutes dated June 2, 2026.
The meeting minutes dated June 2nd, 2026 were unanimously approved.

Motion: Mayor Pro Tem Johnson made a motion to add an agenda item excusing Councilmember Washington from the previous Finance and Administration meeting that was held on June 2nd, 2026. There were no objections, and the motion was unanimously approved.

Motion: Mayor Pro Tem made a motion to excuse Councilmember Washington from the Finance and Administration meeting that was held on June 2nd, 2026. There were no objections, and the motion was unanimously approved.

APPROVAL OF WARRANTS / CLAIMS.
2. Consideration of Claims Report dated June 16, 2026.
Mayor Pro Tem Johnson stated that he reviewed the claims report dated June 16th, 2026, that he had no concerns, and did not receive any questions from Council. Committee discussion followed.

Action: Move item to the City Council meeting on June 22nd, 2026, as a consent agenda item.

AGENDA BILLS.

3. AB26-038: Approval to Execute Contract for Legal Services with Ogden Murphy Wallace.

City Attorney Dena Burke briefed on a proposal for executing a contract with the law firm Ogden Murphy Wallace and stated the legal department needs additional support capacity to ensure operational demands are met and to provide timely legal services. Committee discussion followed.

> **Action:** Move item to City Council meeting on June 22nd, 2026 under Finance and Administration Committee.

4. AB26-034: Ordinance 1327: 2025-2026 Budget Amendment – Multiple Amendment Requests.

Budget Manager Janna Walker briefed on Ordinance 1327: 2026-2026 Budget Amendment – Multiple Amendment Requests and stated that the amendment addresses some urgent repairs and spending related to projects. Committee discussion followed.

> **Action**: Move item to June 22nd, 2026 City Council meeting for a first reading of the ordinance.

5. AB26-037: Ordinance 1328: Interfund Loan for Utilities Capital Fund.

Finance Director Drew Bouta briefed on a proposed Interfund Loan for Utilities Capital Fund and stated without additional financing, the combined utility will not have sufficient cash to cover its expenses through 2026 and into 2027. Director Bouta stated there is no plan to use the proposed money for non-utility capital purchases before the end of 2027 and that the interfund loan can be repaid at any time without penalty. Committee discussion followed.

> **Action**: Change title of item to reflect a resolution and not an ordinance and move to June 22nd, 2026 City Council meeting under Finance and Administration.

6. AB26-032: Approve Contracts for Services Related to Land Use in Unincorporated UGA.

City Attorney Dena Burke briefed on next steps for the Cascadia Ridge Battery Energy Storage System and stated the proposed contract is related to the city's response and study of the proposed battery energy storage system in unincorporated King County. City Attorney Burke stated that Council needs to hold a public hearing on or before July 16th, 2026 and identify a work plan. Committee discussion followed.

> **Action**: Move item to June 22nd, 2026 City Council meeting.

7. AB26-039: Ordinance 1329: 2025-2026 Budget Amendment – BESS Review & Analysis Requests.

Budget Manager Janna Walker briefed on a proposed budget amendment for BESS review and analysis and stated there is no revenue source for this and that the funds would come out of fund balance. Committee discussion followed.

> **Action**: Move item to June 22nd, 2026 City Council meeting.

DISCUSSION.

8. Flood Event.

No changes to the report.

9. Potential Land Use in Unincorporated UGA.

No update was given.

10. Council Meetings – Public Comment – Items not on the agenda.
Mayor Pro Tem proposed that the committee move this item to the next Finance and Administration meeting for discussion and the committee members unanimously agreed.

Action: Move item to the next Finance and Administration meeting on July 7th, 2026.

ITEMS FOR FUTURE DISCUSSION.
None.

CITY COUNCIL AGENDA REVIEW.
11. Review Draft City Council Agenda dated June 22, 2026.
Committee members recommended the following changes to the June 22nd, 2026, City Council meeting agenda. The agenda was approved as amended.

Changes included:

- Add an executive session and closed session at 5:00pm.
- Add a 6:15pm roundtable with presentation with Josh Brown from PSRC.
- Remove proclamation for Juneteenth.
- Remove presentation – PSRC on Housing from the regular meeting agenda.
- Move AB26-026 – Amendment to ILA for Fire and EMS Services to Echo Glen Children's Center to consent agenda.
- Change title of item to reflect a resolution and not an ordinance and move to June 22nd, 2026 City Council meeting.
- Add an executive session to the end of the meeting agenda.

ADJOURNMENT.

Mayor Pro Tem Johnson adjourned the meeting at 7:46pm**.**

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.