



# BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

**AB24-051**  
**April 22, 2024**  
**Committee Report**

## AGENDA BILL INFORMATION

|                         |   |   |
|-------------------------|---|---|
| <b>TITLE:</b>           | AB24-051: 2025-2026 Biennial Budget Development Calendar    | <input type="checkbox"/> Discussion Only<br><input checked="" type="checkbox"/> Action Needed:<br><input checked="" type="checkbox"/> Motion<br><input type="checkbox"/> Ordinance<br><input type="checkbox"/> Resolution |
| <b>PROPOSED ACTION:</b> | Approve the 2025-2026 Biennial Budget Development Calendar. |   |

|                |                     |                 |           |
|----------------|---------------------|-----------------|-----------|
| <b>REVIEW:</b> | Department Director | Drew Bouta      | 4/10/2024 |
|                | Finance             | Janna Walker    | 4/10/2024 |
|                | Legal               | Outside Counsel | 4/10/2024 |
|                | City Administrator  | Mike Chambless  | 4/10/2024 |

|                    |   |                                       |  |
|--------------------|---|---------------------------------------|--|
| <b>DEPARTMENT:</b> | Finance   |                                       |  |
| <b>STAFF:</b>      | Drew Bouta, Finance Director  |                                       |  |
| <b>COMMITTEE:</b>  | Finance & Administration  | <b>COMMITTEE DATE:</b> April 16, 2024 |  |
| <b>EXHIBITS:</b>   | 1. 2025-2026 Biennial Budget Development Calendar<br>2. Statutory Deadlines for Preparing the 2025-2026 Biennial Budget |                                       |  |

|                                |        |
|--------------------------------|--------|
| <b>AMOUNT OF EXPENDITURE</b>   | \$ n/a |
| <b>AMOUNT BUDGETED</b>         | \$ n/a |
| <b>APPROPRIATION REQUESTED</b> | \$ n/a |

## SUMMARY

### INTRODUCTION

The 2025-2026 Biennial Budget Development Calendar provides a timeline of expected City Council meetings, workshops, and milestones for the upcoming biennial budget development process. The calendar includes elements relevant to the adoption of the 2025-2026 Biennial Budget such as the Public Safety Sales Tax Proposition, the 2025-2030 Capital Improvement Plan, and the Utility Rate Study.

### BACKGROUND/LEGISLATIVE HISTORY

The purpose of this calendar is to ensure that dates for the preparation and adoption of the 2025-2026 Biennial Budget align with Council expectations and conform to Chapters 35.34 and 35A.34 of the Revised Code of Washington (RCW). Any revision regarding the Biennial Budget Development Calendar will be brought to the attention of Council through a new agenda bill and the changes will be summarized here.

## **BUDGET IMPACTS**

Approving the 2025-2026 Biennial Budget Development Calendar will not have a budgetary impact.

## **NEXT STEPS**

Following approval of the calendar, staff will proceed with the biennial budget development process, making sure to follow, as best as possible, the dates established in the calendar. Any revision to the calendar will be brought to the attention of Council and an updated calendar will be offered up for action through a new agenda bill.

## **PROPOSED ACTION**

Move to approve the 2025-2026 Biennial Budget Development Calendar.