



# FINANCE & ADMINISTRATION COMMITTEE & COMMITTEE OF THE WHOLE MEETING MINUTES JANUARY 22, 2025

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*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 6:03 pm.

**Committee Members:** Councilmembers Bryan Holloway, Cara Christensen (remote), and Jo Johnson (remote) were present.

Mayor Katherine Ross was also present.

**City Staff:**

Dena Burke, City Attorney; Mike Chambless, City Administrator; Drew Bouta, Finance Director; Fletcher Lacroix, IT Director; Emily Arteche, Community Development Director; Jeff Hamlin, Parks & Public Works Director; Deana Dean, City Clerk; and Jimmie Betts, IT Support.

**AGENDA APPROVAL** - The agenda was approved as amended, adding Council Retreat Discussion.

**PUBLIC COMMENTS** – There were no public comments.

**MINUTES** - The minutes from January 7, 2025, were approved as presented.

**APPROVAL OF WARRANTS / CLAIMS** – The claims report dated January 27, 2025, was approved to move forward at the January 27, 2025, City Council meeting on the consent agenda.

**AGENDA BILLS**

3. **AB25-010:** Snoqualmie Design and Construction Standards. This item was introduced by Community Development Director Emily Arteche. Committee questions and comments followed. This item is approved to move forward at the January 27, 2025, City Council meeting on the non-consent agenda with a discussion to be held with the Chair of Community Development Commission.
4. **AB25-013:** Meadowbrook Farm Operation and Maintenance 2025 Budget. This item was introduced by Community Development Director Emily Arteche. Committee questions followed. Additional information provided by Budget Manager Janna Walker and Mayor Ross. This item is approved to move forward at the January 27, 2025, City Council meeting on the consent agenda.

**DISCUSSION**

5. 2024 Top Accomplishments. This item was introduced by City Administrator Mike Chambless and will be reviewed at the January 27, 2025, City Council meeting.

6. Council Retreat Discussion. Introduction by City Administrator Mike Chambless. Discussion followed regarding potential dates and strategic planning consultant selection.
7. Upcoming Agenda Items. This item was informational only, no discussion.

#### **CITY COUNCIL MEETING AGENDA REVIEW**

8. Review Draft City Council Agenda dated January 27, 2025. The agenda was approved as amended.

#### **ADJOURNMENT**

The meeting was adjourned at 6:37 pm.

*Minutes taken by Deana Dean, City Clerk.  
Recorded meeting audio is available on the City website after the meeting.  
Minutes approved at the \_\_\_\_\_, 2025, Finance & Administration Committee Meeting.*