

Council Agenda Bill

AB Number

AB26-003



Agenda Bill Information

Title *	Action *
A RESOLUTION OF THE CITY OF SNOQUALMIE, WASHINGTON	Motion
Council Agenda Section	Council Meeting Date *
Committee Report	03/23/2026 
Staff Member	Department *
Dena Burke	Legal
Committee	Committee Date
Finance and Administration	03/17/2026 

Exhibits
Packet Attachments - if any

Drag and drop up to **10** files here to upload or [Choose files](#)

Files (2 uploaded)

 x2 2026 Fourth Amendment 20260212.docx	22.79KB
 x1 Madrona resolution for new agreement 20260212.docx	17.33KB

Click [here](#) to review attachments.

Summary

Introduction *

Sound legal advice is essential for a city to operate effectively, responsibly, and in the best interest of its residents. Ensuring full legal advice mitigates legal and financial risks by ensuring that City policies, contracts, and actions comply with local, state, and federal laws. Legal counsel also plays a critical role in protecting the city's assets and interests: whether defending against litigation, negotiating agreements, or advising on land use and development. Moreover, it supports transparent and accountable governance by guiding elected officials and staff through complex regulatory frameworks, ethical standards, and procedural requirements.

Robust legal advice is a cornerstone of a well-functioning municipal government. From sudden litigation and regulatory changes to urgent land use disputes or personnel matters, the City must be prepared to respond swiftly to protect public interests and ensure compliance with the law.

These situations frequently demand specialized legal expertise and rapid decision making, which means it essential to have flexible access to outside counsel. The high-paced nature of municipal legal issues underscores the importance of maintaining responsive legal support to mitigate risk and uphold effective governance.

Proposed Motion

Motion to approve Resolution 1746 authorizing the Mayor to sign the Fourth Amendment to the Madrona Law PLLC A

Background/Overview*

What was done (legislative history, previous actions, ability to hyperlink)

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On May 11, 2023, the City of Snoqualmie entered into an agreement with Madrona Law Group, PLLC (Madrona) for Interim City Attorney and legal services, with a not-to-exceed compensation amount of \$50,000. As the City's legal needs evolved, the agreement was amended three times: first, on June 26, 2023, increasing the compensation cap to \$295,865; second, on October 28, 2024, raising the limit to 508,194.00; and third on December 8, 2025 increasing the cap to \$590,000.

Madrona continues to serve as a trusted legal advisor, particularly in specialized areas such as land use. Given the legal needs of the City, the City seeks to enter into a new agreement with Madrona to ensure continued legal advice on an as needed basis for support with specialty projects and bandwidth support. Moreover, the Legal Assistant-Deputy City Clerk's temporary assignment as Interim City Clerk has required the removal of legal duties from his workload, resulting in a need for additional external legal support.

The proposed fourth amendment increases the not-to-exceed amount to \$665,000 .

Analysis*

The attached fourth amendment to the agreement is for Madrona to provide legal services on an as needed basis. Staff recommendation is to approve the agreement.

Budgetary Status*

Funds have already been authorized in the current biennial budget.

Budget Summary

The 2025-26 Amended Biennial Budget appropriated \$4,108,350 for expenditures within the General Fund's Administrative Department Services (#001). Currently, \$3,328,543 has been spent, with \$48,737 in encumbrances, leaving \$731,069 available for services expenditures. After including this \$75,000 amendment to the agreement with Madrona, \$656,069 remains for services expenditures within the Administrative Departments (#001).

Fiscal Impact

Amount of Expenditure	Amount Budgeted	Appropriation Requested
\$ 75,000.00	\$ 4,108,350.00	\$ 0.00

Fiscal Impact

Screenshot below is an image of the budget summary table.

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Administrative Departments Services (#001)	
2025-26 Biennial Budget	
Beginning Budget	\$ 4,108,350
Expenditures	\$ (3,328,543)
Outstanding Contract Value	\$ (48,737)
Current Available Budget	\$ 731,069
Cost of AB26-003	\$ (75,000)
Available Budget after AB26-003	\$ 656,069

Comments: