



CITY COUNCIL SPECIAL MEETING MINUTES

September 3, 2024

CALL TO ORDER & ROLL CALL: Mayor Ross called the meeting to order at 5:30 pm.

City Council: Councilmembers Ethan Benson, Robert Wotton, Bryan Holloway, Louis Washington, Catherine Cotton, Cara Christensen, and Jo Johnson.

It was moved by CM Wotton, seconded by CM Cotton to:

Excuse CM Johnson.

PASSED: 6-0 (Benson, Wotton, Holloway, Washington, Cotton, Christensen)

Mayor Katherine Ross was also present.

CM Jo Johnson appeared at 5:45 pm.

City Staff Present: Mike Chambless, City Administrator; Deana Dean, City Clerk; Mike Bailey, Fire Chief; Brian Lynch, Police Chief; Phil Bennett, Deputy Parks & Public Works Director; Danna McCall, Communications Coordinator; Drew Bouta, Finance Director; Janna Walker, Budget Manager; Emily Arteche, Community Development Director; Fletcher Lacroix, IT Director; Michael Liebetrau, Police Evidence and Records Technician; Gretchen Garrett, Deputy City Clerk; Dylan Gamble, CIP Manager; Jen Hughes, Deputy Finance Director; and Andrew Jongekryg, IT Support.

AGENDA APPROVAL

It was moved by CM Holloway; seconded by CM Christensen to:

Approve the agenda.

PASSED: 6-0 (Benson, Wotton, Holloway, Washington, Cotton, Christensen)

SPECIAL BUSINESS

1. Review Draft City Council Agenda dated September 9, 2024. The agenda was approved as presented.
- 2-4. Items 2-4 were heard together: Release of the Mayor's Proposed 2025-2026 Biennial Budget, Presentation and Review of the Financial Forecast, and Presentation of the Mayor's Proposed 2025-2026 Biennial Budget. The proposed 2025-2026 Biennial Budget was provided as a handout. Presentation provided by Finance Director Drew Bouta and included the 2025-2026 biennial budget executive summary, council priorities, budget process, budget document, the four financial buckets, fund structure, fund summary, biennial budget comparison, position summary, position highlights, other highlights, financial highlights, balanced budget, key

uncertainties, and next steps. Discussion followed. Council questions and comments were made throughout the presentation. Chief Lynch and Chief Bailey provided additional information during position highlights.

At 7:07 pm, Council took a break to return at 7:15 pm.

Council reconvened at 7:15 pm.

Presentation and Review of the 10-year Financial Forecast provided by Budget Manager Janna Walker and included the importance of financial forecasting, the four financial buckets with the governmental operating – general fund and reserve fund – the most relevant, whether Snoqualmie is financially stable, economic update, key uncertainties, governmental operating financial forecast, forecasting key assumptions, ensuring a balanced budget, and balancing our finances. Discussion followed.

Council questions should be sent to Finance Director Bouta and Budget Manager Walker. They will be logged and responses provided at future Council budget meetings.

ADJOURNMENT

It was moved by CM Wotton; seconded by CM Washington to:

Adjourn the meeting.

PASSED: 7-0 (Benson, Wotton, Holloway, Washington, Cotton, Christensen, Johnson)

Meeting was adjourned at 8:06 pm.

CITY OF SNOQUALMIE

Katherine Ross, Mayor

Attest:

Deana Dean, City Clerk