



CITY COUNCIL ROUNDTABLE MEETING MINUTES

CITY COUNCIL REGULAR MEETING MINUTES

December 11, 2023

ROUNDTABLE MEETING

CALL TO ORDER & ROLL CALL: Mayor Ross called the Roundtable Meeting to order at 6:00 pm.

City Council: Councilmembers Ethan Benson, Bryan Holloway, James Mayhew, and Jo Johnson.

Mayor Katherine Ross; and Councilmember Elects Rob Wotton, Cara Christensen, and Catherine Cotton were also present.

City Staff Present: Mike Chambless, City Administrator; Deana Dean, City Clerk; Dylan Gamble, CIP Project Manager; Brian Lynch, Police Chief; Mike Bailey, Interim Fire Chief; Nicole Wiebe, Community Liaison; Jacob Fouts, Fire Captain; Michael Liebetrau, Police Evidence and Records Technician; Jeff Hamlin, Interim Parks & Public Works Director; Danna McCall, Communications Coordinator; Gail Folkins, Communications Specialist; and Jimmie Betts, IT Support.

AGENDA APPROVAL

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

Approve the agenda.

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

SPECIAL BUSINESS

1. **Oath of Office:** Mayor Ross introduced this item. Oath of Office administered by City Clerk Dean to Robert Wotton for Position No. 2, Catherine Cotton for Position No. 5, and Cara Christensen for Position No. 6. Photos followed.
2. **Community Survey Results.** Communications Coordinator Danna McCall introduced this item. Presentation provided by Jade Arocha (remote) from Polco Inc. Also present was Steven Vickers (remote) from Polco Inc. Council questions and comments followed.

It was moved by CM Wotton, seconded by CM Cotton to adjourn the Roundtable meeting which was unanimously approved. Roundtable meeting ended at 6:41 pm.

REGULAR MEETING

CALL TO ORDER: Mayor Ross called the Regular Meeting to order 7:00 pm

City Council: Councilmembers Ethan Benson, Rob Wotton, Bryan Holloway, James Mayhew, Catherine Cotton, Cara Christensen, and Jo Johnson.

Mayor Katherine Ross was also present.

City Staff:

Mike Chambless, City Administrator; David Linehan, Interim City Attorney; Deana Dean, City Clerk; Brian Lynch, Police Chief; Mike Bailey, Interim Fire Chief; Dylan Gamble, CIP Project Manager; Janna Walker, Budget Manager; Nicole Wiebe, Community Liaison; Danna McCall, Communication Coordinator; Gail Folkins, Community Specialist; Emily Arteche, Community Development Director; Jeff Hamlin, Interim Parks & Public Works Director; Michael Liebetrau, Police Evidence and Records Technician; Jacob Fouts, Fire Captain; and Jimmie Betts, IT Support.

Mayor Ross noted that the Oath of Office was administered to CM's Wotton, Cotton, and Christensen at this evening's 6:00 pm Roundtable Meeting.

PLEDGE OF ALLEGIANCE**AGENDA APPROVAL**

It was moved by CM Holloway; seconded by CM Johnson to:
Approve the agenda.

It was moved by CM Holloway, seconded by CM Christensen to add **AB23-147: Fire Chief Confirmation and Oath of Office** to appointments.

It was moved by CM Mayhew to remove AB23-146: Snoqualmie Valley Economic Alliance Memorandum of Understanding from the consent agenda.

It was moved by CM Holloway to remove AB23-138: 2024 LTAC Allocations from the consent agenda.

Approve the agenda as amended.

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

PUBLIC HEARINGS, PRESENTATIONS, PROCLAMATIONS, AND APPOINTMENTS**Public Hearings**

3. **AB23-141: Utility Fiscal Health and Rate Study Adjustment.**

Public Hearing opened at 7:04 pm.

Elaine Armstrong, of Snoqualmie, spoke regarding utility rate increases.

The Public Hearing closed at 7:09 pm.

Appointments

4. **AB23-144: Finance Director Confirmation and Oath of Office.** Mayor Ross read the summary and motion into the record.

It was moved by CM Mayhew; seconded by CM Johnson to:

Confirm the Mayor's appointment of Andrew Bouta as the Finance Director effective December 19, 2023.

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

Mayor Ross administered the Oath of Office. Mr. Bouta thanked Council and said a few words. Photos followed.

ADD ON: AB23-147: Fire Chief Confirmation and Oath of Office. Mayor Ross read the summary and motion into the record.

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

Confirm the Mayor's appointment of Michael Bailey as the Fire Chief effective December 12, 2023.

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

Mayor Ross administered the Oath of Office. Chief Bailey thanked Council and said a few words. Photos will occur at a later Council meeting.

5. **AB23-145: Commission & Committee Appointments & Re-Appointments.** Mayor Ross read the summary and motion into the record.

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

Confirm the Mayor's recommendation to appoint YiJu Miller to the Arts Commission, re-appoint Steve Pennington to the Arts Commission, appoint Adrian Webb to the Economic Development Commission, appoint Mandeep Walia to the Human Services Advisory Committee, re-appoint Laurie Hay, Richard Anderson, and Kelly Coughlin to the Lodging Tax Advisory Committee, and re-appoint Ashleigh Kilcup, Andre Testman, and Michael Krohn to the Planning Commission.

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

Mayor Ross thanked the appointees for agreeing to serve.

Presentations

6. AWC Advanced Certificate of Municipal Leadership. Amy Ockerlander, AWC Board Member and City of Duvall Mayor, spoke to this item and presented Mayor Ross with the award. Photos followed.
7. Service Recognition. Mayor Ross introduced this item and presented the Service Recognition award to Councilmember James Mayhew. CM Mayhew said a few words. Photos were taken.

Proclamations

PUBLIC COMMENTS AND REQUESTS FOR ITEMS NOT ON THE AGENDA

CONSENT AGENDA

8. Approve the City Council Meeting Minutes dated November 27, 2023.
9. Approve the Claims Approval Report dated December 11, 2023.

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

Approve the consent agenda.

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

10. **AB23-138:** 2024 Lodging Tax Allocations. Summary read into the record by CM Holloway.

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

Approve the 2024 LTAC funding recommendations.

Discussion followed.

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

Take City of Snoqualmie Winter Lights at \$18,000 and NW Railway Museum Snoqualmie Days at \$7,000. Reallocate that \$1,200 to Meadowbrook Farm Preservation.

Motion and seconded withdrawn.

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

Refer back to committee.

Interim City Attorney provided clarification that Council can decide not to allocate funds but can't add new recipients.

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

11. **AB23-146:** Snoqualmie Valley Economic Alliance Memorandum of Understanding. Summary read into the record by CM Johnson. David Bosland, resident of North Bend, spoke to this item.

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

Approve the MOU and authorize the Mayor to sign.

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

ORDINANCES

12. **AB23-141:** Utility Fiscal Health and Rate Study Adjustment. Second reading of Ordinance 1284. Summary Introduction was read into the record by CM Holloway.

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

Adopt Ordinance 1284 amending City of Snoqualmie Utility Rates for the year of 2024.

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

13. **AB23-136:** Snoqualmie Valley School District School Impact Fees for 2024. Second reading of Ordinance 1283. Summary Introduction read into the record by CM Holloway.

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

Approve Ordinance 1283 Adopting Snoqualmie Valley School District School Impact Fees for 2024.

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

COMMITTEE REPORTS

Public Safety Committee: No report.

Community Development Committee: No report.

Parks & Public Works Committee: No report.

Finance & Administration Committee:

14. **AB23-143:** Teamsters Collective Bargaining Agreement. Summary Introduction read into the record by CM Holloway.

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

Approve the Collective Bargaining Agreement between the Public, Professional, & Office-Clerical Employees and Drivers (Teamsters) Local Union No. 763 and the City of Snoqualmie and authorize the Mayor to sign.

It was moved by CM Mayhew; seconded by CM Benson to:

Table further discussion of this item until after the Revenue Options Presentation and Teamsters Budget Appropriation Amendment Discussion.

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

Approve the Collective Bargaining Agreement between the Public, Professional, & Office-Clerical Employees and Drivers (Teamsters) Local Union No. 763 and the City of Snoqualmie and authorize the Mayor to sign.

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

15. Revenue Options Presentation. Budget Manager Janna Walker introduced this item and provided a presentation via PowerPoint. Discussion was held throughout the presentation.

It was moved by CM Mayhew, seconded by CM Johnson to:

Hold a special meeting on December 19, 2023, at 6:00 pm to discuss revenue sources.

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

Amend the motion to January 2, 2024.

It was moved by CM Holloway, seconded by CM Johnson to:

Hear this matter at the January 3, 2024, Finance & Administration meeting and hold a Special Meeting on January 4, 2024, at 6:00 pm.

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

16. Teamsters Budget Appropriation Amendment Discussion. This item was covered in the revenue options discussion.

Committee of the Whole: No report.

REPORTS

17. Mayor's Report:

- Carmichael's Hardware and Variety won the John D. Spellman Award for Excellence in Historic Preservation. The award was presented to owners Wendy Thomas and Brian Woolsey who have owned it for 22 years.
- Council is invited to participate in the online survey for the Parks and Open Space Master Plan.
- Council is asked to sign a letter to King County Councilmember Sarah Perry asking for retention of the park levy grant amount.

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

Table the rest of the reports and go into Executive Session.

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

18. **Commission/Committee Liaison Reports:** This item was tabled to the next council meeting.

19. **Department Reports for November 2023.** This item was tabled.

EXECUTIVE/CLOSED SESSION

20. Two Executive Sessions pursuant to RCW 42.30.110(1)(i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. lasting approximately 30 minutes. Action is anticipated following conclusion of the Executive Session.

It was moved by CM Mayhew, seconded by CM Johnson to:

Extend the ending time of the meeting to 10:30 pm.

PASSED: 6-1 (Benson, Wotton, Mayhew, Cotton, Christensen, Johnson) NAY: (Holloway)

At 9:33 pm, Council took a 5-minute recess and will reconvene in Executive Session which is expected to last until 10:05 pm.

At 10:05 pm, Council extended executive session until 10:30 pm.

Council resumed open session at 10:40 pm.

ADJOURNMENT

It was moved by CM Mayhew; seconded by CM Benson to:

Adjourn the meeting.

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

Meeting was adjourned at 10:41 pm.

CITY OF SNOQUALMIE

Katherine Ross, Mayor

Attest:

Deana Dean, City Clerk