



FINANCE & ADMINISTRATION COMMITTEE MEETING MINUTES

Tuesday, May 19, 2026, at 6:00 PM

This meeting was conducted in person at Snoqualmie City Hall and remotely using Zoom.

CALL TO ORDER.

Chair Jolyon Johnson called the meeting to order at 6:00 pm.

Committee Members: Councilmembers Jolyon Johnson and Bryan Holloway.

Absent: Councilmember Louis Washington was excused unanimously.

Executive: Mayor James Mayhew

City Staff: Finance Director Drew Bouta; IT Support Specialist Jimmie Betts, Community and Economic Development Coordinator Mona Davis, City Attorney Dena Burke and Temporary Executive Assistant Rebecca Solem.

AGENDA APPROVAL.

Mayor Mayhew stated that he would like to add a discussion on Summit Law to the agenda, as item #4.

Motion: The agenda was unanimously approved as amended.

PUBLIC COMMENTS.

There were no public comments made.

MINUTES:

1. The minutes dated March 5, 2026, were unanimously approved as presented.

APPROVAL OF WARRANTS / CLAIMS.

2. Consideration of Claims Reported dated April 13th, 2026.

Councilmember Johnson asked the committee for any disagreements or questions on the claims report and there were none.

Action: Move item forward to the regular business meeting on May 26th, 2026, as a consent agenda item.

AGENDA BILLS.

3. Discussion of AB 26-21: 2025-2026 Biennial Budget Amendment.

Councilmember Holloway asked about a proposed new position in the Economic and Development Department and Community Development Director Mona Davis gave an overview of the position. Committee discussion followed. Mayor Mayhew stated that he will add his commitment of stated metrics to be presented within 3 months after the role is filled and that he would also present metrics at the end of the 2-year term for justification of continuing with the role. Committee discussion followed.

Action: Move forward to regular council meeting on Tuesday, May 26th, 2026.

DISCUSSION.

4. Summit Law.

City Attorney Burke briefed on a proposed engagement agreement with Summit Law, which will provide the City with the legal counsel needed to advise on employment matters. Committee discussion followed.

4. Flood Event Update.

Mayor Mayhew stated that there have been no developments in the last two weeks to update the committee on.

5. Discussion of Potential BESS Land Use in Unincorporated King County.

Councilmember Holloway briefed on Ordinance 1322, a proposed ordinance that would establish a temporary moratorium on the acceptance of applications for land use and building permit approvals for a new battery energy storage facility. Committee discussion followed.

Councilmember Holloway stated that he would like to kick off a council/community working group to draft a council response to the permit submittal to King County for the proposed battery energy storage site in unincorporated King County. He proposed having the committee chaired by a councilmember and a member of a Snoqualmie citizens group. Councilmember Holloway volunteered to chair the committee and requested that Councilmembers Testman and Cotton join him on the committee. Committee discussion followed.

Action: Councilmember Holloway will bring the item to the regular council meeting on May 26th, 2026, as a discussion item.

6. Discussion of Waste Management Tour.

Chair Johnson briefed on an invitation received from waste management for Councilmembers to tour their facility and recycling center. Committee discussion followed.

Action: Chair Johnson will reach out to Waste Management to see if they would be amenable to having councilmembers ride along for a day and a tour the facility.

7. Discussion of PSE Presentation Invitation.

Chair Johnson briefed on potentially having a representative from PSE talk with Council and answer questions they may have. Mayor Mayhew stated that PSE is aware that the offer to present at a Council meeting with a Q&A session still stands. Committee discussion followed.

8. Discussion of King County Permitting Invitation.

Chair Johnson briefed on a request to King County permitting to present at a City Council meeting in July 2026. Mayor Mayhew stated that he would reach out to Leon Richardson and facilitate a presentation to Council on the permitting process and other applicable items. Committee discussion followed.

CITY COUNCIL AGENDA REVIEW.

Committee members made the following changes to the draft agenda for the May 26th, 2026, City Council meeting.

- Starting the Roundtable meeting earlier at 5:30 PM and have staff notice it as a special meeting.
- Appointments: Add appointments of City Administrator and Council committee assignments to the agenda.
- PSRC Presentation on Housing – this item will be pushed out to the June 8th, 2026, Council meeting.
- Parks and Public Works Presentations – include grant application summary on Meadowbrook Bridge and Sidewalk Program Update and push the rest of the presentations to a future meeting.

- Add Council Retreat meeting minutes dated May 14th, 2026 and May 16th, 2026 to the consent agenda for approval.
- Add AB26-022 and AB26-023 regarding fireworks stand approvals to the consent agenda.
- AB26-027 – Draft Ordinance No. 1322 – BESS Moratorium Draft Ordinance - moved item to Ordinance and have the Finance and Administration Chair do the second reading.
- AB 26-21: 2025-2026 Biennial Budget Amendment – add description that this is for the new Community Development and Human Services position.
- Pull AB26-025 from the agenda.
- Presentations: Push Snow Website, Tree Replacement Program and the Urban Forestry Improvement Programs Update to the next City Council meeting for discussion.
- Discussion of BESS Land Use in Unincorporated UGA will most likely be moved directly after public comment.
- Discussion BESS working group discussion to be added directly after the Discussion of BESS Land Use in Unincorporated UGA.
- Remove Mayor’s Report

ADJOURNMENT.

The meeting was adjourned at 6:57pm.

prepared by Rebecca Solem, Temp Executive Assistant.

Recorded meeting audio is available on the city website after the meeting.

Minutes approved at the _____, 2026, Finance & Administration Committee Meeting.