



# BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

**AB24-073**  
**June 24, 2024**  
**Consent Agenda**

## AGENDA BILL INFORMATION

<b>TITLE:</b>	<b>AB24-073:</b> Authorization for continued legal services with K&L Gates	<input type="checkbox"/> Discussion Only
<b>PROPOSED ACTION:</b>	Move to approve an additional \$80,000 for continued legal representation with K&L Gates.	<input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

<b>REVIEW:</b>	Department Director	Mike Chambless	6/3/2024
	Finance	Janna Walker	6/11/2024
	Legal	David Linehan	6/3/2024
	City Administrator	Mike Chambless	6/13/2024

<b>DEPARTMENT:</b>	Administration		
	<b>STAFF:</b> Deana Dean, City Clerk		
	<b>COMMITTEE:</b> Finance & Administration		<b>COMMITTEE DATE:</b> June 18, 2024
	<b>EXHIBITS:</b> 1. Engagement Letter		

<b>AMOUNT OF EXPENDITURE</b>	\$ 80,000
<b>AMOUNT BUDGETED</b>	\$ 11,257,982
<b>APPROPRIATION REQUESTED</b>	\$ 0

## SUMMARY

### INTRODUCTION

The City entered into an engagement letter with K&L Gates on June 6, 2023, for legal services related to fee-to-trust, fee-for-service, and other legal matters. The City has exceeded the \$50,000 spending threshold and seeks Council approval for an additional \$80,000 for continued legal representation.

### ANALYSIS

Administration is actively engaged with K&L Gates on several legal matters and is seeking Council approval as required under the Financial Management Policies.

### BUDGET IMPACTS

Administration recommends approving expenditures up to \$80,000 for continued legal representation with K&L Gates. The 2023-24 amended budget appropriates \$11,257,982 for General Fund (#001) administration activities. Currently, \$8,094,064 has been spent in the current biennium, with \$416,538 in outstanding contract value and an estimated \$1,369,472 in current employees' salary and benefits payable for the remainder of the biennium. With the addition of an estimated \$80,000 payable to K&L Gates, the remaining Biennial Budget appropriation is \$1,297,908, as shown within the table on the following page. Therefore,

sufficient appropriation exists within the 2023-2024 Biennial Budget (General Fund #001) to fund the expenditure.

**General Fund Administration (#001)**

2023-2024 Amended Biennial Budget		
Beginning Budget	\$	11,257,982
Expenditures	\$	(8,094,064)
Outstanding Contract Value <i>(Previously Approved)</i>	\$	(416,538)
Estimated Labor Value for Remainder of Biennium (City Employees)	\$	(1,369,472)
Current Available Budget	\$	1,377,908
Value of this Contract <i>(AB24-073)</i>	\$	(80,000)
Available Budget after AB24-073	\$	1,297,908

**PROPOSED ACTION**

Move to approve an additional \$80,000 for continued legal representation with K&L Gates.