



CITY COUNCIL SPECIAL MEETING MINUTES

CITY COUNCIL REGULAR MEETING MINUTES

June 10, 2024

SPECIAL MEETING

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

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

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

Excuse CM Washington from this evening's Special Roundtable Meeting.

PASSED: 5-0 (Benson, Wotton, Holloway, Cotton, Christensen)

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

Excuse CM Johnson from this evening's Special Roundtable Meeting.

PASSED: 5-0 (Benson, Wotton, Holloway, Cotton, Christensen)

Mayor Katherine Ross was also present.

City Staff Present: David Linehan, Interim City Attorney; Mike Chambliss, City Administrator; Deana Dean, City Clerk; Emily Arteche, Community Development Director; Mike Bailey, Fire Chief; Brian Lynch, Police Chief; Gary Horejsi, Police Captain; Fletcher Lacroix, IT Director; Drew Bouta, Finance Director; Janna Walker, Budget Manager; and Andrew Jongekryg, T Support.

AGENDA APPROVAL – The agenda was approved as presented.

CM Johnson appeared at 5:42 pm.

SPECIAL BUSINESS

1. **Washington Cities Insurance Authority (WCIA) Training.** Presentation by Ann Bennett, Executive Director of WCIA. Topics covered included history of WCIA and avoiding liability. Council questions answered throughout the presentation by Ann and Interim City Attorney David Linehan.

It was moved by CM Holloway, seconded by CM Wotton to adjourn the Special Meeting. The meeting ended at 6:40 pm.

REGULAR MEETING

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

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

Mayor Katherine Ross was also present.

City Staff:

David Linehan, Interim City Attorney; Mike Chambless, City Administrator; Deana Dean, City Clerk; Danna McCall, Communications Coordinator; Brian Lynch, Police Chief; Gary Horejsi, Police Captain; Mike Bailey, Fire Chief; Fletcher Lacroix, Information Technology Director; Michael Liebetrau, Police Evidence and Records Technician; Emily Arteche, Community Development Director; Jeff Hamlin, Parks & Public Works Director; Hind Ahmed, Project Engineer; Dylan Gamble, CIP Manager; Drew Bouta, Finance Director; Janna Walker, Budget Manager; and Andrew Jongekryg, IT Support.

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

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

Approve the agenda.

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

PUBLIC HEARINGS, PRESENTATIONS, PROCLAMATIONS, AND APPOINTMENTS

Public Hearings

Appointments

Presentations

2. National Spelling Bee Recognition. Mayor Ross recognized Snoqualmie Elementary Fifth Grader Declan Mallady and presented him with the Certificate of Recognition for his academic excellence.
3. Metro Community Van Program. Presentation by Teresa Ngo, Community Transportation Coordinator with Hopelink. Topics included purpose of community van program, how to ride, community van benefits, and van uses. Council questions and comments answered throughout the presentation.

Proclamations

PUBLIC COMMENTS AND REQUESTS FOR ITEMS NOT ON THE AGENDA – There were no comments.

CONSENT AGENDA

4. Approve the City Council Meeting Minutes dated May 28, 2024
5. Approve the Claims Report dated June 10, 2024
6. **AB24-059:** Approval of Fireworks Stand Permit for Impact Ministries

7. **AB24-070:** Resolution 1688 Awarding a Public Works Contract to Puget Paving and Construction for Road Maintenance and Repair Project
8. **AB24-060:** Demolition and removal of residence at 7702 Railroad Ave SE. Dylan Gamble, CIP Manager, answered Council question regarding the timeline.

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

Approve the consent agenda.

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

ORDINANCES

COMMITTEE REPORTS

Public Safety Committee: No report.

Community Development Committee: No report.

Parks & Public Works Committee:

9. **AB24-069:** Resolution 1689 Awarding a Public Works Contract to Massana Construction, Inc. for the Kimball Creek Bridges Restoration Project. CM Benson read the introduction into the record. Overview provided by Hind Ahmed, Project Engineer.

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

Adopt Resolution No. 1689 Awarding a Public Works Contract to Massana Construction Inc. for the construction of Kimball Creek Bridges Restoration Project and authorize the Mayor to sign.

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

10. **AB24-066:** Amendment No. 2 to the Consultant Services Agreement with Otak for the Design of Kimball Creek Bridges Restoration Project. CM Benson read the introduction into the record. Council questions answered by Finance Director Drew Bouta, CIP Manager Dylan Gamble, and Project Engineer Hind Ahmed.

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

Approve Amendment No.2 to the Consultant Services Agreement with Otak and authorize the Mayor to sign.

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

11. **AB24-072:** Resolution 1691 Adopting 6 Year Transportation Improvement Program for the Period 2025 through 2030. Councilmember Benson read the introduction into the record. CIP Manager Dylan Gamble, spoke to this item. Discussion followed. This matter will be heard at the June 18, 2024, Parks & Public Works Committee Meeting and on for Public Hearing at the June 24, 2024, City Council Meeting.

Finance & Administration Committee:

12. **AB24-074:** Resolution 1690 Updating the Financial Management Policy. CM Holloway read the introduction into the record. Presentation provided by Finance Director Drew Bouta. Discussion followed with input provided by Interim City Attorney David Linehan.

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

Approve Resolution No. 1690 amending the Financial Management Policy.

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

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

Modify second paragraph of section 10.1 to state “Council will adopt financial management policy and communicate with the State Auditor’s Office as part of the annual financial audit entrance and exit conferences.”

PASSED: 5-2 (Wotton, Holloway, Cotton, Christensen, Johnson)(NO: Benson, Washington)

It was moved by CM Johnson to modify “and directly communicate independently with the state auditor’s office as part of the annual financial audit entrance and exit conferences.”

With no second, the motion was not considered.

At 8:34 pm, Council took a 5-minute recess.

Council reconvened at 8:40 pm.

Committee of the Whole:

13. Deliberation and Review of the Mayor’s Proposed 2025-2030 CIP (“Non-Utilities”). CIP Manager Dylan Gamble introduced this item. Discussion followed with Council questions answered by Fire Chief Mike Bailey, Finance Director Drew Bouta, CIP Manager Dylan Gamble, and Parks & Public Works Director Jeff Hamlin.

At 9:41 pm, CM Wotton moved to extend the meeting past 10:00 pm, seconded by CM Benson which passed 5-2 (Benson, Wotton, Cotton, Christensen, Johnson) (No: Washington, Holloway).

REPORTS

14. Mayor’s Report: Due to time, this item was not heard.
15. Commission/Committee Liaison Reports: Due to time, this item was not heard.
16. Department Reports for May 2024: Due to time, this item was not heard. Department reports are available for review in the agenda packet.

EXECUTIVE / CLOSED SESSION

17. Executive Session pursuant to RCW 42.30.110(1)(i) Litigation that has been specifically threatened to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party; (ii) Litigation that the agency reasonably believes may be

commenced by or against the agency, the governing body, or a member acting in an official capacity; or (iii) Litigation or legal risks of a proposed action or current practice that the agency has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the agency; lasting approximately 20 minutes.

At 9:51 pm, Council took a 5-minute break and will reconvene in Executive Session which is expected to last until 10:20 pm. No action was anticipated following Executive Session.

ADJOURNMENT

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

Adjourn the meeting.

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

Meeting was adjourned at 10:20 pm.

CITY OF SNOQUALMIE

Katherine Ross, Mayor

Attest:

Deana Dean, City Clerk