



## PARKS & PUBLIC WORKS COMMITTEE & COMMITTEE OF THE WHOLE MEETING MINUTES FEBRUARY 19, 2025

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

**CALL TO ORDER** – Councilmember Cotton called the meeting to order at 5:01 pm.

**Committee Members:** Councilmembers Bryan Holloway, and Catherine Cotton were present. Chair Ethan Benson was absent.

Paul Quinn of FCS Group (remote) was present.

**City Staff:**

Mike Chambless, City Administrator; Dena Burke, City Attorney; Jeff Hamlin, Parks & Public Works Director; Drew Bouta, Finance Director; Janna Walker, Budget Manager; Andrew Vining, Project Engineer; Gretchen Garrett, Deputy City Clerk; and Andrew Jongekryg, IT Support.

**AGENDA APPROVAL** - The agenda was approved as presented.

**PUBLIC COMMENTS** – There were no public comments.

**MINUTES**

1. The minutes from February 4, 2025, were approved as presented.

**AGENDA BILLS**

2. **AB25-034:** Water Reclamation Facility Phase 3 Improvements Project Update and Contract Change Order No. 2. This item was introduced by Project Engineer Andrew Vining. Committee questions and comments followed. This agenda bill was approved to move forward to the Council meeting on February 24, 2025, as a consent agenda item.
3. **AB25-037:** Railroad Crossing Improvement Design/Engineering Contract. This item was introduced by Parks & Public Works Director Jeff Hamlin. This agenda bill was approved to move forward to the Council meeting on February 24, 2025, as a consent agenda item.

**DISCUSSION**

4. Utility Rate Study: Parks & Public Works Director Jeff Hamlin introduced FCS Group's Paul Quinn who presented a brief overview of the rate setting process, a recap of the activities performed to date, and a summary of three possible rate structure scenarios. Committee questions and comments followed. This presentation was approved to move forward to the Council meeting on February 24, 2025, as a Parks & Public Works discussion item. The Committee then chose the rate structure scenario for the agenda bill and draft ordinance, which will be presented to the Committee at the next meeting on March 4, 2025.

5. Director Reports – Staffing and Project Status:

- Recognized Project Engineer Andrew Vining’s effective management of the Wastewater Treatment Facility improvements.
- Urban Forestry new hire is Kevin Sandin.
- Waiting for the winter to end to pave 384<sup>th</sup> Ave SE.
- Water Reclamation Facility Project Phase 3 Update has reached substantial completion, just a few punch list items to work through.
- Department of Ecology awarded the City additional money for the Water Reclamation Facility Project. Project Engineer Andrew Vining will bring a resolution forward with the updated award amount.
- Just a few pavement issues to complete on Kimball Creek Bridges, letting soil compact and settle for a while.

**ADJOURNMENT**

The meeting was adjourned at 5:46 pm.

DRAFT

*Minutes taken by Gretchen Garrett, Deputy City Clerk.  
Recorded meeting audio is available on the City website after the meeting.  
Minutes approved at the \_\_\_\_\_, 2025, Parks & Public Works Committee Meeting.*