

**CITY OF BLACK DIAMOND CITY COUNCIL
WORKSTUDY NOTES**

October 12, 2011

Council Chamber, 25510 Lawson Street, Black Diamond, Washington

Mayor Olness called the meeting to order at 6:00 p.m.

PRESENT: Councilmembers Hanson, Goodwin, Boston, Saas and Mulvihill.

ABSENT: None

Staff present: Stephanie Metcalf, Court Administrator; Greg Goral, Police Commander; Jamey Kiblinger, Police Chief; Steve Pilcher, Community Development Director; Andy Williamson, Economic Development Director; May Miller, Finance Director and Brenda L. Martinez, City Clerk.

General Fund Finance Report and Year End Analysis

Finance Director Miller reviewed with Council the General Fund Finance Report and Year End Analysis. She highlighted areas of general fund revenues currently projected to finish above 2011 expected budget and those expenditures expected to finish 2011 below budget trend. She added overall the total general fund operating revenue through December 2011 is expected to be \$65,885 or 2% over budget. This is a combination of revenues that will exceed the budget less the revenues that will be below budget, but is still a positive on the plus side of the equation. In addition, December 31, 2011 expected general fund operating expenditures are projected to be \$40, 008 or 1% below budget. Expenditure budgets for 2011 were cut to bare basics and therefore do not have room to save. Some savings will be achieved by a part year part-time vacancy in court as well as departments to be conservative and saving in any possible areas. In summary, since the general fund operating revenue is expected to be 2% above budget, and expenditures are expected to save 1%, the year-end increase to Cash and Investments ending cash balance for December 31, 2011 is expected to be \$105,972 for a total ending balance of \$441,564 or 10% of operating expenditures. This reserve is very positive in this economic climate and reflects the Mayor and City departments continuing to live within our means and balance the budget without using the ending Cash and Investments.

General Fund Preliminary Budget (Revenues)

Finance Director Miller reviewed with Council the following areas of revenue:

- Intergovernmental revenue (non-police)
- Charges for service (non-police)
- Municipal Court revenue

- Miscellaneous revenue and transfers
- Police revenue
- Community Development revenue
- Partner General Fund revenue
- Other General Fund revenue

General Fund Preliminary Budget (Expenditures)

Finance Director Miller reviewed with Council the following areas of expenditures:


- Legislative
- Municipal Court
- Executive
- City Administration
- City Clerk
- Finance
- Information Services
- Legal
- Central Services
- Capital Facilities
- Animal Control
- Emergency Management
- Police
- Natural Resources
- Community Development
- Hearing Examiner
- Economic Development
- Parks and Recreation
- Cemetery Expenditure
- Fire Department
- Funding Agreement

A **motion** was made by Councilmember Boston and **seconded** by Councilmember Mulvihill to adjourn the meeting. Motion **passed** with all voting in favor (5-0).

ADJOURNMENT:

The workstudy ended at 7:05 p.m.

ATTEST:


 Rebecca Olness, Mayor


 Rachel Pitzel, Deputy City Clerk