

**BLACK DIAMOND CITY COUNCIL  
SPECIAL MEETING MINUTES  
September 29, 2016**

Council Chamber, 25510 Lawson Street, Black Diamond, Washington

**CALL TO ORDER, FLAG SALUTE:**

Councilmember Edelman called the special meeting to order at 6:02 p.m. and led us all in the Flag Salute.

**ROLL CALL:**

**PRESENT:** Councilmembers Deady, Morgan, Edelman, and Weber. (Councilmember Morgan was not present for roll call and entered the meeting at 6:17 p.m.)

**ABSENT:** Mayor Benson and Councilmember Pepper (excused)

Staff present: May Miller, Finance Director and Brenda L. Martinez, City Clerk.

**WORK SESSION:**

**REVENUE FROM ALL SOURCES ADOPTED IN THE 2016 BUDGET AND THE PROPOSED 2017 PRELIMINARY BUDGET**

Councilmember Edelman announced this special meeting is a work session on the proposed 2017 preliminary budget along with the revenue sources adopted in the 2016 budget. She then turned the meeting over to Finance Director Miller.

Finance Director Miller reported this is the first meeting on the proposed preliminary 2017 budget and is also an overview of all the revenues, expenditures and the budget process. She reviewed with Council the budget calendar and required dates set by RCW.

A **motion** was made by Councilmember Weber and **seconded** by Councilmember Edelman to recess the meeting for ten minutes. Motion **passed** with all voting in favor (3-0). The meeting recessed at 6:14 p.m.

Councilmember Morgan entered the meeting at 6:17 p.m.

The meeting was called back to order at 6:17 p.m. No public had left the meeting so the recess was shortened.

Finance Director Miller recapped for Councilmember Morgan the items she discussed earlier. She continued with her presentation on Washington Cities Governmental Budget

and Fund Structure and discussed the different funds the City has and how those funds can be used.

She reviewed with Council the following:

- General Fund Revenue – 2016 Year End Projection
- Street Fund 2017 Preliminary Budget
- Water Fund 2017 Preliminary Budget
- Sewer Fund 2017 Preliminary Budget
- Stormwater Fund 2017 Preliminary Budget
- General Fund 2017 Preliminary Budget – Revenue
- General Fund 2017 Preliminary Budget – Expenditures
- General Fund Revenue Supporting Functions
- Preliminary Combined 2017 Preliminary Budget – All Funds

In closing Finance Director Miller reviewed the budget calendar and recapped the upcoming budget meetings and process.

Councilmember Weber noted this process has been going for a while and is a very ambitious process. He also noted there are items he will want to take to the budget committee and is hopeful that the Mayor will start scheduling their requested meetings, because otherwise he doesn't know how a budget will get passed.


There was discussion on Council's fiduciary responsibility for passing a balanced budget, Council Committees, and Council rules being legal.

#### **ADJOURNMENT:**

A motion was made by Councilmember Weber and seconded by Councilmember Deady to adjourn the meeting. Motion passed with all voting in favor (4-0).

Meeting ended at 7:15 p.m.

ATTEST:

  
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Carol Benson, Mayor

  
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Brenda L. Martinez, City Clerk