

CITY OF BLACK DIAMOND
October 19, 2017 Special Meeting Agenda
25510 Lawson Street, Black Diamond, Washington

5:30 P.M. – CALL TO ORDER, FLAG SALUTE, ROLL CALL

WORK SESSION

- 1) Preliminary Draft 2018 General Fund Budget**
 - a) Introduction – Mayor Benson
 - b) Presentation – Ms. Miller

- 2) ADJOURNMENT**

BLACK DIAMOND CITY COUNCIL MINUTES
October 19, 2017 Special Meeting
Council Chamber, 25510 Lawson Street, Black Diamond, Washington

CALL TO ORDER, FLAG SALUTE:

Mayor Benson called the regular meeting to order at 5:31 p.m. and led us all in the Flag Salute.

ROLL CALL:

PRESENT: Councilmembers Deady, Morgan, Edelman, Weber, and Pepper.

ABSENT: None

WORK SESSION

Mayor Benson welcomed everyone and noted this meeting would be going over the preliminary draft 2018 general fund budget. She then turned the meeting over to Finance Director Miller.

Preliminary Draft 2018 General Fund Budget

Finance Director Miller stated this is the second workstudy regarding the budget. She reviewed the processes involved in putting together the budget. She noted that the general fund in government is where most the activity takes place such as property tax, sales tax (primary source of revenue). She further discussed how the finance department works with all departments, looks at trends, and sources for gathering information for the preliminary budget. She also noted that tonight's focus is on the general fund.

Ms. Miller discussed with Council the general fund revenues and their sources (i.e. property tax, sales tax, utility taxes, etc.) and what those dollars cover. She reviewed the general fund tax trends, department budgets, and highlighted areas that have either decreased, increased or new increases that are being asked for and why. She also reviewed funding agreement revenues and expenditures and staffing levels.

Discussion and questions asked during the meeting were:

Councilmember Pepper asked a question about other cities and population. Ms. Miller noted that each City is different depending on their makeup of revenue for taxes.

Councilmembers Deady and Morgan inquired about liquor board taxes and profits and wondered how it is distributed. Ms. Miller noted the state has a formula based on per capita.

Councilmember Edelman discussed the decrease in some areas and noted they may be showing up in other revenues such as cable utilities tax and cell phone tax that we pay for in Black Diamond. She also noted that Covington District water users don't pay the six percent utility tax that the Black Diamond water users pay, and wondered if the City will be looking at that in the next year or so. Ms. Miller noted this is something we need to work on and look at next year.

Councilmember Edelman asked if our building fees are out of compliance. Ms. Miller noted that we are looking closely at rates and noted working with our new Permit Technician Supervisor De Ann Wright who is gathering information on the permit side and looking at fees that need to be updated.

Councilmember Weber asked Ms. Miller to explain the increase for police grants. Ms. Miller noted it was not in the budget for this year and that is why you see the big percentage increase.

Councilmember Weber asked about the new pool vehicle. Ms. Miller verified the old Sable is not reliable and was on the capital list to be replaced in 2018.

Councilmember Pepper referred to a discussion about a code enforcement officer and asked if this is the appropriate place (Community Development) where this would appear. Ms. Miller confirmed yes and sometimes the building consultants can help with those costs.

Ms. Miller discussed the upgrade available to our permitting software; the program we have is out of date to keep up with the current needs. She discussed the state business license system and how we will be switching to them for the business license process.

Ms. Miller reviewed the adopted budget calendar with Council and noted the next meeting on the budget will be October 26th. She noted this meeting will start at 5:30 p.m. in the Council Chambers. She also noted that the November 9th meeting at 7 p.m. on the calendar will be a special meeting and public hearing on revenue sources including possible increases in property taxes. She added there would be three more public hearings to review the budget, ask questions and give input.

Councilmember Deady asked Ms. Miller about Community Center monies and Ms. Miller noted there is \$10,000 for this item in the parks budget. Councilmember Deady asked if the gym budget could be adjusted, and further noted it would be nice to get money for advertising for the gym so that people know it is for rent. She further noted they need equipment such as basketballs, basketball hoops and volleyballs, etc. Ms. Miller noted

she budgeted for repairs but not for advertising and asked Councilmember Deady to email her an amount that she needs for these items.

Councilmember Pepper asked about steps for the gym.

Councilmember Deady noted they do not have steps for access to the gym stage. She also noted they enter from the outside up to the stage. She discussed going to local clubs for support on this and it's in the works.

Ms. Miller noted that she has \$8,000 dollars budgeted for repairs and maintenance; \$5,000 of that is a grant. This leaves \$3,000 to cover any unexpected repairs. Ms. Miller noted she has \$200 budgeted for supplies.

Councilmember Morgan asked about the BASK program and does it have a place at the school. Mayor Benson stated that right now, it does.

Mayor Benson noted we have a couple of years to figure out what to do with the gym.

Councilmember Deady discussed all the upgrades the gym would need for the future and the benefits for the community.

Ms. Miller noted this would be something good that we could add to our Capital projects.

Councilmember Edelman reported that the basketball hoops are between \$400-500 for the portable hoops.

Councilmember Deady reported on Buckley, Maple Valley, and Enumclaw having hanging baskets. She stated it would be nice if the City of Black Diamond had a budget for baskets in old town and Ten Trails and 169 to give the warmth of Black Diamond to show we are a friendly community.

MDRT /Economic Development /Interim Community Development Director Williamson reported that on HWY 169 they have banners and talked about something more economical such as a sign that says, "Welcome to Black Diamond". You can seasonally change the banners out to say anything like "It's winter time in Black Diamond."

Councilmember Deady said she supports the banners but would encourage flower pots for old town.

Public Works Director Boettcher spoke about having a sprinkler system in place on the poles at Railroad Avenue where the hanging baskets are hung.


Councilmember Pepper stated she would like to see some City beautification funds added to the budget.

ADJOURNMENT:

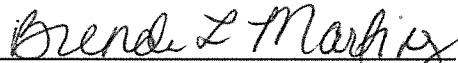
A **motion** was made by Councilmember Edelman and **seconded** by Councilmember Weber to adjourn the meeting. Motion **passed** with all voting in favor (5-0).

The meeting ended at 6:38:37 p.m.

ATTEST:



Carol Benson, Mayor



Brenda L. Martinez, City Clerk

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