

**BLACK DIAMOND CITY COUNCIL
SPECIAL MEETING MINUTES**

September 27, 2018

Council Chamber, 25510 Lawson Street, Black Diamond, Washington

CALL TO ORDER, FLAG SALUTE:

Mayor Benson called the special meeting to order at 6:00 p.m. and led us all in the Flag Salute.

ROLL CALL:

PRESENT: Councilmembers Oglesbee, Edelman, Stout and Wisnoski.

ABSENT: Councilmember Deady (excused)

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

Mayor Benson welcomed everyone and announced the work session is on review of current year revenues and expenditures and review of the 2019 preliminary budget. She then turned the meeting over to Finance Director Miller.

1) Review of Current Year Revenues and Expenditures as Adopted in the 2018 Budget and Review of 2019 Preliminary Budget Summary for all Funds

Finance Director Miller discussed with Council the timeline that is established by RCW regarding budget adoption. She noted using the MRSC Budget Suggestion document to set the dates Council adopted by Resolution for the 2019 Budget process. She stated this is the first budget meeting and we will be reviewing the 2018 revenues and expenditures of the operating funds for General Fund, Street Fund, Water Fund, Sewer Fund, and Stormwater Funds. She discussed using information from MRSC, staff, and the CIP to provide guidance in preparing the operating funds estimated total revenues and expenditures for 2018 which in turn formed the overview for the preliminary 2019 budget. Also included in this review is an early estimate of the total operating and capital budgets for 2019. Moving forward in the process the next meetings will be more in depth and not many numbers will change.

Ms. Miller reviewed the following funds and documents with Council.

- General Fund Revenues – Each revenue source was reviewed with Council with certain areas being highlighted regarding trends and increases.
- General Fund Expenditures – Expenditures for each department were reviewed.

- General Fund Function Supported by Types of Revenue – Ms. Miller reviewed what revenues pay for public safety, general government and MDRT.
- Street Fund – Revenues are mostly from gas tax and permitting, with a transfer in for the \$20 car tab fees. On the expenditure side two new staff positions in public works are being requested. The City will need to relook at this and find alternatives.
- Water Fund – Revenues are increasing and as we get more citizens it will continue to rise. Expenditures look good and this fund can handle the two new requested staff positions.
- Sewer Fund – This fund is close to budget and if new staff is added it will affect the ending balance. It was noted the \$100,000 transfer in cannot continue.
- Stormwater Fund – Discussed the revenue sources for this fund. It was noted this fund has no money for capital and a rate increase will be looked at through the upcoming rate study.
- Combined 2019 Preliminary Budget for All Funds – Finance Director Miller noted this page lists all funds and the finance department estimates the beginning balances and then estimates expenditures and what will be left. She noted these numbers will change as we move forward in the process.
- Debt Service – Reviewed the City’s debt and repayment schedules.
- 2019 Budget Process Calendar – Finance Director Miller reviewed the calendar that was adopted by Council for the 2019 budget process.

Topics of discussion

Councilmember Wisnoski asked what revenue amounts other cities are receiving from cannibas. Ms. Miller will research this and come back at the next meeting with suggestions/options.

Councilmember Edelman asked if the revenue for Community Development is covering the cost for employees. Ms. Miller responded yes.

Councilmember Stout asked what is in the budget for the collective bargaining agreements. It was noted the City’s proposal for the collective bargaining agreements is included in the draft preliminary budget.

ADJOURNMENT:

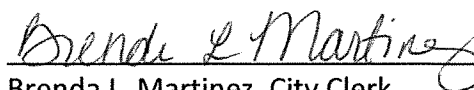
Councilmember Edelman **moved** to adjourn the meeting; **second** Councilmember Oglesbee. Motion **passed** with all voting in favor (4-0).

The meeting ended at 7:06 p.m.

ATTEST:



Carol Benson, Mayor



Brenda L. Martinez, City Clerk