

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

**October 18, 2012**

Council Chamber, 25510 Lawson Street, Black Diamond, Washington

Mayor Olness called the meeting to order at 5:30 p.m.

**PRESENT:** Councilmembers Deady, Goodwin, Benson and May.

**ABSENT:** Councilmember Taylor (excused).

Staff present: Andy Williamson, Executive Director of Economic Development and Engineering Services, Steve Pilcher, Executive Director of Community Development; Jamey Kiblinger, Police Chief; Mayene Miller, Finance Director; Dave Gray, Deputy Finance Director; Chip Hanson, Information Service Manager; Pete Butkus, Interim City Administrator and Brenda Martinez; Assistant City Administrator/City Clerk.

**2013 General Fund Budget Review –**

Mayor Olness announced the order of the agenda tonight, she noted this is the first time she has presented a budget that is not balanced and is seeking Council input tonight.

Finance Director Miller reviewed the following areas with Council:

- 2012 General Fund Year-End Estimates for Taxes
- Business Licenses and Cable Franchise Fees
- Intergovernmental Revenue
- Charges for Services
- Miscellaneous Revenue
- Land Use and Permitting
- Other General Fund Revenue

Councilmember Goodwin stated he would like to see an explanation of why the Hearing Examiner Fees for the appeal are not being reimbursed by YarrowBay as they were in the MPD process.

Finance Director Miller reviewed the projected year-end estimates and noted she anticipates ending the year with \$51,455 that will be added to the beginning fund balance for 2013. She then reviewed the projected 2013 revenue and highlighted operating revenue is projected to be down by \$83,220.

Interim City Administrator Butkus discussed with Council the following revenue options for 2013:

- Increase of Utility Tax

- Establishment of a TBD and impose the “Car Tab Tax” at \$20 level
- Implement a B&O Tax
- Increase permit fees to cover annual cost of permit software maintenance
- Increase Business License
- Increase Miscellaneous Park and Cemetery Charges

Councilmember Goodwin asked if there was a way to structure a franchise fee that would accomplish the same as having a utility tax to different providers in the City for water and sewer; encouraged lobbying the legislature and having a conversation with Soos Creek and Covington Water.

Finance Director Miller reviewed with Council the 2013 proposed expenditures for the following departments:

- Legislative
- Municipal Court
- Administration
- City Clerk

Councilmember Goodwin stated he would like to see ways we can streamline the PDR process as the amount of time spent on this is great.

Councilmember Benson asked Ms. Miller about different ways of administering health insurance and wondered if our carrier has such an option; would like to see staff investigate options for 2014 so we can see a longer term perspective.

Finance Director Miller continued with:

- Finance
- Information Services
- Legal

Councilmember Goodwin would like an explanation of why there is a rate increase in Legal.

Finance Director Miller continued with:

- Central Services
- Facilities
- Funding Agreement Facility costs
- Animal Control
- Emergency Management
- Police

Councilmember Goodwin stated he would like to see some Police issues discussed at the Workstudy on the 29<sup>th</sup>.

Finance Director Miller continued with:

- Natural Resources
- Community Development
- Economic Development
- MDRT
- Parks
- Cemetery
- Fire Department
- Funding Agreement

Ms. Miller recapped:

- Public Safety Support Revenue
- General government
- Public Safety Expenditures

Councilmember Goodwin stated he would like to submit questions for the workstudy on the 29<sup>th</sup>.

Mayor Olness reviewed with Council her letter regarding the 2013 Preliminary Budget for the General Fund.

Councilmember Benson stated she would like to have the Police Department be the first item on the agenda for the workstudy on the 29<sup>th</sup>.

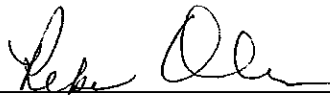
Finance Director Miller distributed a new budget calendar and noted the changes regarding a workstudy on October 29<sup>th</sup>, a new workstudy on November 1<sup>st</sup> and the public hearing scheduled for November 1 has been moved to the November 15<sup>th</sup> meeting.

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

## **ADJOURNMENT:**

The workstudy ended at 6:53 p.m.

ATTEST:

  
 \_\_\_\_\_  
 Rebecca Olness, Mayor

  
 \_\_\_\_\_  
 Rachel Pitzel, Deputy City Clerk