

CITY OF BLACK DIAMOND CITY COUNCIL
WORKSTUDY NOTES
November 26, 2012
Council Chamber, 25510 Lawson Street, Black Diamond, Washington

Mayor Olness called the meeting to order at 4:30 p.m.

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

ABSENT: None.

Staff present: Andy Williamson, Executive Director of Economic Development and Engineering Services, Jamey Kiblinger, Police Chief; Mayene Miller, Finance Director; Dave Gray, Deputy Finance Director; Greg Smith, Fire Chief; Pete Butkus, Interim City Administrator and Brenda Martinez; Assistant City Administrator/City Clerk.

Mayor Olness reported there is a lot of material to discuss tonight. She noted that the budget presented in October was unbalanced as 4 of the 5 Councilmembers have never been through the process before and all had expressed interest in being involved. Items to be discussed:

- 2013 Preliminary Budget (Council's Budget Framework)
- Proposed Ordinance regarding Cable Utility Tax
- Proposed Ordinance regarding City Utilities Utility Tax
- Proposed Changes to the Process for Filling Vacant Planning Commission Positions

Interim City Administrator Butkus reported this is a Workstudy and please feel free to interrupt and ask clarifications. He noted staff is looking for consensus as to what the final document will look like for adoption and will not be asking for a vote this evening. Mr. Butkus reviewed the following areas of the memo he prepared for Council:

- Actions Taken
- Assumption Testing
- Permit Fees
- Tables 1-5

Interim City Administrator Butkus noted we will be reviewing the attachments and then come back to the option page to get some direction from Council.

Finance Director Miller reviewed with Council:

- Attachment A- Ending General Fund Reserve graph and Black Diamond General Fund Budget History graph.

Councilmember Goodwin stated he would like to see a reconciliation of this as documents he has shown as low as \$110,000.

- Attachment B – K-9 and Dare
- Attachment C – Fiscal Impact Analysis for Phase 1A of the Villages and Lawson Hill MPDs

Councilmember Goodwin noted this needs to be included in the five or three year outlook so there are no surprises.

- Attachments D through H
- Utility Tax Increase Analysis
- Revenue Changes – Cable Utility Tax and Stormwater Utility Tax

There was Council consensus to add these ordinances to the December 20, 2012 Council meeting. Councilmember Goodwin suggested adopting a two year increase on this that would raise it to 12% in 2013 and 18% in 2014. There was Council consensus to do this suggestion.

- Parking Fee Increase at Boat Launch

There was Council consensus.

- Park Special Event Fees

There was Council consensus to charge \$200 for those not charging admission and \$500+ for those charging admission.

- Increase of Cemetery Fees for Vaults and Liners

There was Council consensus.

- New Tree Permit Fees

There was Council consensus.

- Increase in General Permit Fees as noted in Table 5

There was Council consensus.

- DARE Donations
- Expenditure Options
- Freezing and Laying Off a 2nd Police Officer

There was Council consensus to leave in, but will wait until after the Public Hearing so there is discussion on this topic.

- Reduce Court Security Costs
- Add Legal Costs for Police Contract

Raised up by \$6,000

- Add to Jail Budget

Raised up by \$6,000

- Police L & I Rate Increases
- Sani-Cans

Staff to determine based on the dollar amount adopted in final budget.

- Freeze Senior Accountant Position
- Decrease Furlough Days from 4 to 2 days

There was Council consensus.

- 1 % COLA

There was Council consensus.

- Newsletter

Going online and providing a few paper copies around town.

- Council Salary and Benefit Elimination (2013)

There was Council consensus to go ahead with at the December 20, 2012 Council meeting.

- City Administrator at 4 days a week Contract
- Reduce City Attorney back to 2012 level
- Take out or reduce Hearing Examiner costs

Prior to final vote, need to have more information on SEPA processing agreement.

- Reallocate costs to YarrowBay

Interim City Administrator Butkus thanked staff and the Mayor for all their hard work in preparing the documents for the Workstudy.

- Amended procedure for filling Planning Commission vacancies Council is okay with putting this in the paper.

Finance Director Miller reviewed with Council the remaining calendar dates for the 2013 budget process.

Councilmember Taylor stated he felt that development is not paying for development and is concerned about this.

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

ADJOURNMENT:

The workstudy ended at 6:52 p.m.

ATTEST:



Rebecca Olness, Mayor



Rachel Pitzel, Deputy City Clerk