

**BLACK DIAMOND CITY COUNCIL
SPECIAL MEETING MINUTES**

October 25, 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 Deady, Oglesbee, Edelman, Stout and Wisnoski.

ABSENT: None

Staff present were: Mayene Miller, Finance Director; Seth Boettcher, Public Works Director, and Brenda L. Martinez, City Clerk.

1) WORK SESSION

- a. Review of 2019 Preliminary Budget of Revenues and Expenditures for the Special Revenue and Internal Service Funds, Public Works for Street, Sewer and Stormwater Funds, and Capital Project Fund

Mayor Benson welcomed everyone and stated what tonight's meeting was on and then turned the meeting over to Finance Director Miller.

Highlights/Topics of Discussion

Finance Director Miller reviewed with Council the following Special Revenue Funds:

- Street Fund – It was noted the biggest revenue for this fund comes from gas tax which is distributed from the state on a per capita basis.
- Transportation Benefit District – It is anticipated the City will receive \$120,000 in 2019 for the \$20 car tab fee. It was also noted MRSC has a list showing what other cities are charging for car tab fees.
- Traffic Mitigation Fund – It was noted this fund was created in 2016 for the purpose of collecting funds from the Enumclaw School District to contribute to improve safety in four intersections nearby the school. She stressed money in this fund is for specific purposes only.

Finance Director Miller reviewed with Council the following Internal Service Funds:

- Equipment Replace Funds which comprise:
 - Fire Equipment Replacement Fund

- Public Works Equipment Replacement Fund
- Police Equipment Replacement Fund

Finance Director Miller reviewed with Council the following Utility Funds:

- Water Operating Fund
- Sewer Operating Fund
- Stormwater Operating Fund

Finance Director Miller reviewed with Council the following Capital Funds:

- Real Estate Excise Tax – REET 1
- Real Estate Excise Tax – REET 2

Also reviewed by Finance Director Miller and Public Works Director Boettcher were:

- 2019 General Government Capital Projects
- Public Works Capital Projects – Fund 320
- WSFFA Partners – Fund 402 Capital Projects
- Water Capital Projects – Fund 404
- Sewer Capital Projects – Fund 408
- Stormwater Capital Projects – Fund 410

Councilmember Deady suggested applying for a AWC RMSA safety grant for the fencing at the Public Works warehouse and the guardrail on the culvert project.

In closing, Ms. Miller reviewed the combined 2019 preliminary budget for all funds, how staffing is allocated and budgeted staff positions. She also reviewed the calendar and noted the next meeting is a work session and special meeting on November 8th regarding public hearing on revenue sources including possible increase in property tax.

ADJOURNMENT:

Councilmember Stout **moved** to adjourn the meeting; **second** Councilmember Oglesbee. Motion **passed** with all voting in favor (5-0).

The meeting ended at 8:17 p.m.

ATTEST:

Carol Benson, Mayor

Brenda L. Martinez, City Clerk