

**BLACK DIAMOND CITY COUNCIL MINUTES**  
**Council Special Meeting of September 24, 2020**  
**Virtual Meeting Via Zoom**

**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, Wisnoski, Stout, and Paige.

**ABSENT:** Councilmember de Leon (excused)

Staff present were: Mayene Miller, Finance Director; Andrew Williamson, MDRT/Ec Dev Director; Jamey Kiblinger, Police Chief; Shane O'Neill, Deputy Finance Director, and Brenda L. Martinez, City Clerk/HR

Mayor Benson welcomed everyone and announced the work session is on review of current year revenues and expenditures and review of the 2021 preliminary budget. She then turned the meeting over to Finance Director Miller.

**WORK SESSION:**

**1) Review of Current Year Revenues and Expenditures as Adopted in the 2020 Budget and Review of 2021 Preliminary Budget Summary for all Funds**

Finance Director Miller discussed with Council the timeline that is established by RCW regarding budget adoption and what needs to be covered tonight.

She stated this is the first budget meeting and she will be reviewing the 2020 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 2020 which in turn formed the overview for the preliminary 2021 budget. Also included in this review is an early estimate of the total operating and capital budgets for 2021. Moving forward in the process the next two meetings will be more in depth and numbers will change as more information is known. She noted that Department Heads will be present at these meetings to go over their budgets and to answer questions from Council.

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 – This fund continues to struggle due to decrease in fund sources and will be transferring in money from REET and the general fund. She noted expenditures have grown in this fund and we need to keep our eyes on it.
- Water Fund – Revenues are increasing and as we get more citizens it will continue to grow. This fund’s budget is stable even though expenditures are going up.
- Sewer Fund – There was a rate increase implemented last year and it has helped to stable this fund and we will not need to do transfers this year or next year.
- Stormwater Fund – Discussed the revenue sources for this fund. It was noted the collection being transferred to King County through property tax billing has helped to collect these fees from residents. This is the first year we will be able to transfer money out to a capital fund.
- Combined 2021 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.
- Ms. Miller reviewed the budget calendar regarding upcoming meetings.

During the presentation there was a discussion on the cost for a City Administrator.

Councilmember Deady commented on putting money aside for the purchase of land for City Hall should land become available. She believed that Council previously discussed \$50,000 a year.

Mayor Benson noted one of our top priorities is how to pay for fire service.

In closing, Finance Director Miller stated to Council that if they have questions to please contact her or the Mayor as they are always available.

## ADJOURNMENT:

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

The meeting ended at 6:58 p.m.

ATTEST:




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Carol Benson, Mayor




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Brenda L. Martinez, City Clerk