

BLACK DIAMOND CITY COUNCIL MINUTES
Council Special Meeting of October 21, 2021
Virtual Meeting Via Zoom

CALL TO ORDER, FLAG SALUTE:

Mayor Benson called the special meeting to order at 5:30 p.m. and led us all in the Flag Salute.

ROLL CALL:

PRESENT: Councilmembers Deady, Oglesbee, Wisnoski, Mulvihill, de Leon, O'Donnell, and Page.

ABSENT: None

Staff present were: Mayene Miller, Finance Director; Mona Davis, Community Development Director, Rob Reed, IS Manager, Seth Boettcher, Public Works Director; Scott Hanis, Capital Project/Program Manager; Jamey Kiblinger, Police Chief; Shane O'Neill, Deputy Finance Director, and Brenda L. Martinez, City Clerk/HR

WORK SESSION:

1) Review of 2022 Preliminary Budget of Revenue and Expenditures for the General Fund

Finance Director Miller stated that tonight's work session is only on the general fund portion of the budget and next week she will be presenting the Public Works side of the budget.

Ms. Miller noted she will be going through the revenues for the General Fund and that Directors are here to answer questions about their budgets. She shared with Council that when developing the budget, the goal is to match revenues to expenditures, so we live within our means, however this year expenditures are higher.

Highlights/Topics of Discussion

- Review of general fund sources and expenditures which shows sources and how the money is used.
- 2022 proposed general fund expenditures and revenues. Finance Director Miller noted that next year's revenue is expected to increase at a more moderate rate than 2021, while 2022 budgeted expenditures are projected to increase at a higher level. She also noted that the ending fund balance for the general fund is at a healthy amount as this is needed for cash flow at the beginning of the year. She expressed how important it is to have cash in the bank to pay bills until the property tax money comes in. She also shared Mayor Benson is transferring two

million dollars of one-time funds that have accumulated over the past two years to future campus costs. She added these funds are not sustainable revenue, which is what we use to build the budget.

Revenues

- General Fund functions supported by types of revenue
- Top twenty General Fund revenue sources
- General Fund taxes (i.e. property tax, sales tax, utility taxes)
- Discussion on property tax and how the calculation works
- Review of sales tax and how it is distributed
- Intergovernmental revenue
- Community Development revenue
- Police Department revenue
- Municipal Court revenue
- Cable franchise and business license fees
- Other general fund revenue (i.e. Lake Sawyer parking fee, gym and cemetery revenue, and investments)
- Funding Agreement revenue
- Beginning General Fund Balance
- Total General Fund sources of revenue

Expenditures

Finance Director Miller reviewed the general fund expenditure comparisons by function. It was noted that the 2022 total general fund operating expenditure budget is \$9,480,297 with public safety using 49.2% of that amount.

The following General Fund department budgets were reviewed:

- Legislative (City Council)
- Executive (Mayor's Office)
- Administrative Services (Clerk, Finance, HR, Utility Billing, IT and Central Services)
- Legal
- Municipal Court
- Police Department
- Fire Department
- Community Development
- MDRT
- Parks Department
- Cemetery
- Facilities, Grounds Department and Special Programs
- Ending General Fund balance

Following the review there was a discussion on staffing levels.

In closing, Ms. Miller noted the next meeting on the budget will be October 28, 2021.

ADJOURNMENT:

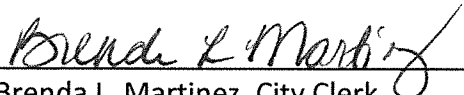
Councilmember Deady **moved** to adjourn the meeting; **second** Councilmember Oglesbee. Motion **passed** with all voting in favor (7-0).

The meeting ended at 6:55 p.m.

ATTEST:



Carol Benson, Mayor



Brenda L. Martinez, City Clerk