

BLACK DIAMOND CITY COUNCIL MINUTES
Council Special Meeting of September 29, 2022
Hybrid Meeting Via Zoom and In-Person
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, Mulvihill, de Leon (Zoom), O'Donnell, Page. (Councilmember Smith and Stallard were not present during roll call. Councilmember Smith entered the meeting at 6:09 p.m. and Councilmember Stallard joined the meeting virtually at 6:15 p.m.)

ABSENT: None

Staff present: Mayene Miller, Finance Director; Mona Davis, Community Development Director; IS Manager, Rob Reed, and Brenda L. Martinez, City Clerk/HR

NEW BUSINESS:

1) AB22-073 – Resolution Approving Services with GMP Consultants for Finance Director Search

Mayor Benson reported on this agenda item.

Councilmember Deady **moved** to approve Resolution No. 22-1503, authorizing the Mayor to execute the Scope of Services with GMP Consultants to assist in the recruitment of the City's next Finance Director; **second** Councilmember Mulvihill. Motion **passed** with all voting in favor (5-0)

WORK SESSION:

Councilmember Smith entered the meeting at 6:09 p.m.

Councilmember Stallard joined the meeting virtually at 6:15 p.m.

2) Review of Current Year Revenues and Expenditures as Adopted in the 2022 Budget and Review of 2023 Preliminary Budget Summary for all Funds Including Debt Service and Possible Increase for Property Tax

Finance Director Miller Finance Director Miller expressed her enthusiasm on how much she enjoys this time of year in preparing the budget. She discussed with Council the timeline

that is established by RCW regarding budget adoption and what needs to be covered tonight.

She explained that this is the first budget meeting, and she will be reviewing the 2022 revenues and expenditures of the operating funds for General Fund, Street Fund, Water Fund, Sewer Fund, and Stormwater Funds. She stated this review also helps us determine if any budget changes will be needed. She discussed using information from MRSC, staff, and the CIP to provide guidance in preparing the operating funds estimated total revenues and expenditures for 2022 which in turn formed the overview for the preliminary 2023 budget. Also included in this review is an early estimate of the total operating and capital budgets for 2023. She shared that as we move 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 any questions from Council.

Ms. Miller reviewed the following funds and documents with Council.

- General Fund Revenue Projections for 2022 – Each revenue source was reviewed with Council with certain areas being highlighted regarding trends and increases/decreases.
- General Fund Expenditure Projections for 2022 – Expenditures for each department were reviewed.
- Street Fund
- Water Fund
- Sewer Fund.
- Stormwater Fund
- Combined 2023 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 highlighted certain areas and noted some numbers will change as we move forward in the process.
- Debt Service – Reviewed the City's debt and repayment schedules.

In closing Ms. Miller reviewed the budget calendar regarding upcoming meetings and noted the next meeting is October 20th at 5:30 p.m. and staff will be present at this meeting.

ADJOURNMENT:

Councilmember Deady **moved** to adjourn the meeting; **second** Councilmember Mulvihill. Motion **passed** with all voting in favor (7-0). The meeting ended at 7:08 p.m.

ATTEST:



Carol Benson, Mayor

Brenda L. Martinez, City Clerk