



CITY OF BLACK DIAMOND
September 19, 2024 Special Meeting Agenda
Council Chambers, 25510 Lawson St.
Black Diamond, WA 98010

THIS IS OFFERED AS A HYBRID MEETING AND MAY BE ATTENDED IN PERSON AT THE ABOVE NOTED ADDRESS OR BY JOINING VIRTUAL/TELEPHONICALLY. CALL IN AND JOINING INFORMATION FOLLOWS:

Zoom link to join meeting:

<https://zoom.us/j/4454477047?pwd=eGxRY3ZEeU14SVM2cGRBcUxCSjdmZz09>

(Note: You do not need a web cam to join the meeting, but you will need audio to hear the proceedings.)

Meeting ID: 445 447 7047

Password: Council

Telephone dial in options:

+1 253 215 8782 US (Tacoma)

+1 206 337 9723 US (Seattle)

Meeting ID: 445 447 7047

Password: 426953 (phone in only)

6:00 P.M. – CALL TO ORDER, FLAG SALUTE, ROLL CALL

WORK SESSION:

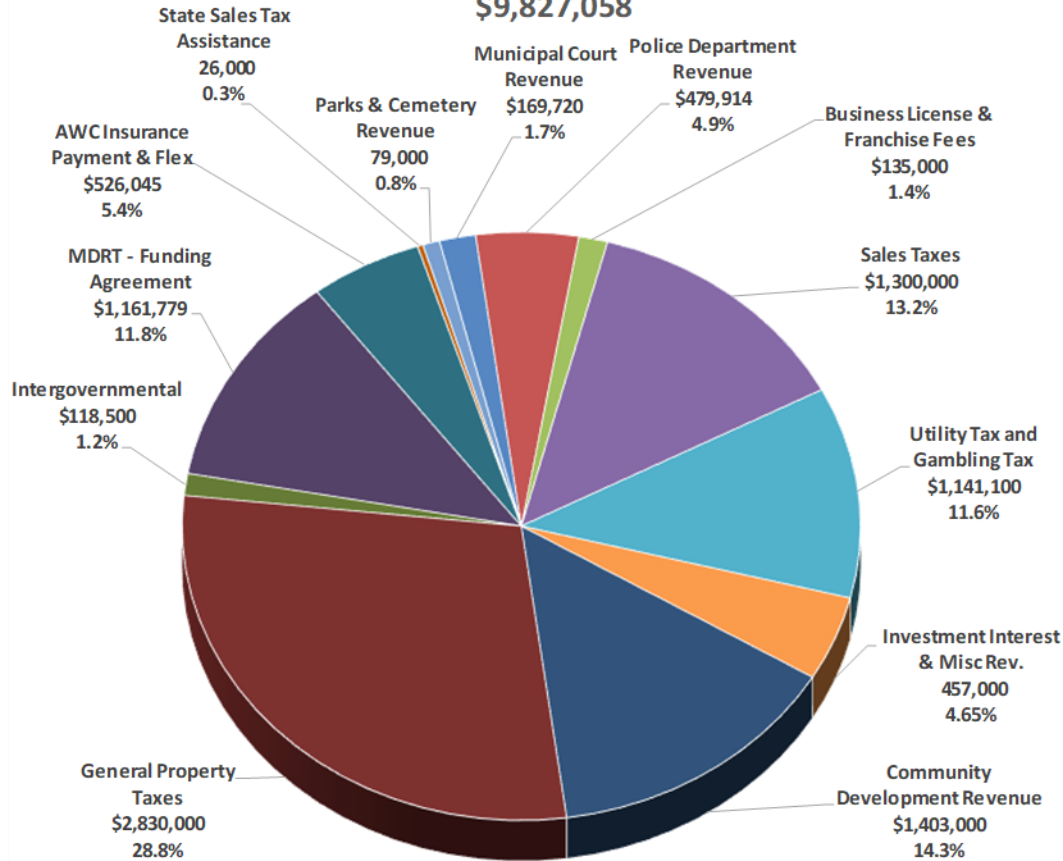
- 1) Review of Current Year Revenues from all Sources as Adopted in the 2024 Budget and Review of 2025 Preliminary Budget Summary for the General Fund and 2025 Budget totals for All Funds Including Debt Service and Possible Revenue for Property Taxes

Mr. Mason

ADJOURNMENT:

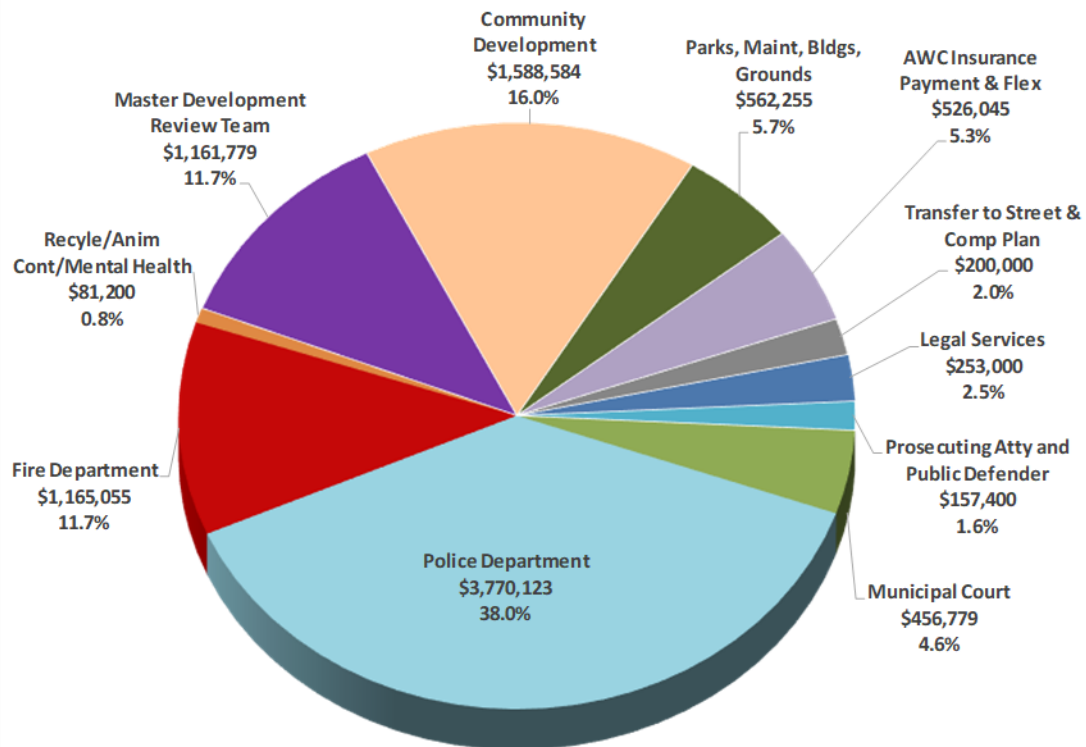
2024 General Fund Operating Revenue

\$9,827,058



2024 General Fund Operating Expenditure

\$10,959,072



Black Diamond Preliminary Budget

2025

City Council Work Session
September 19, 2024



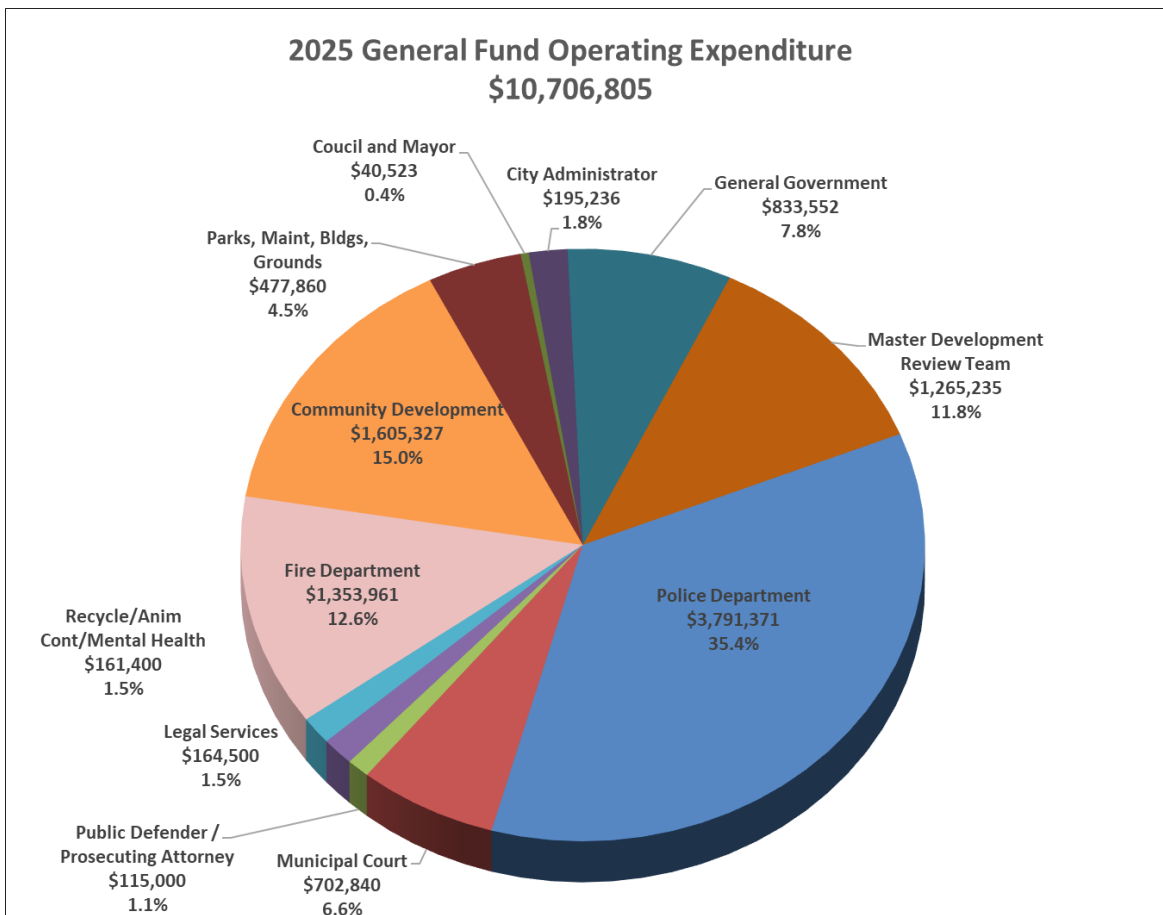
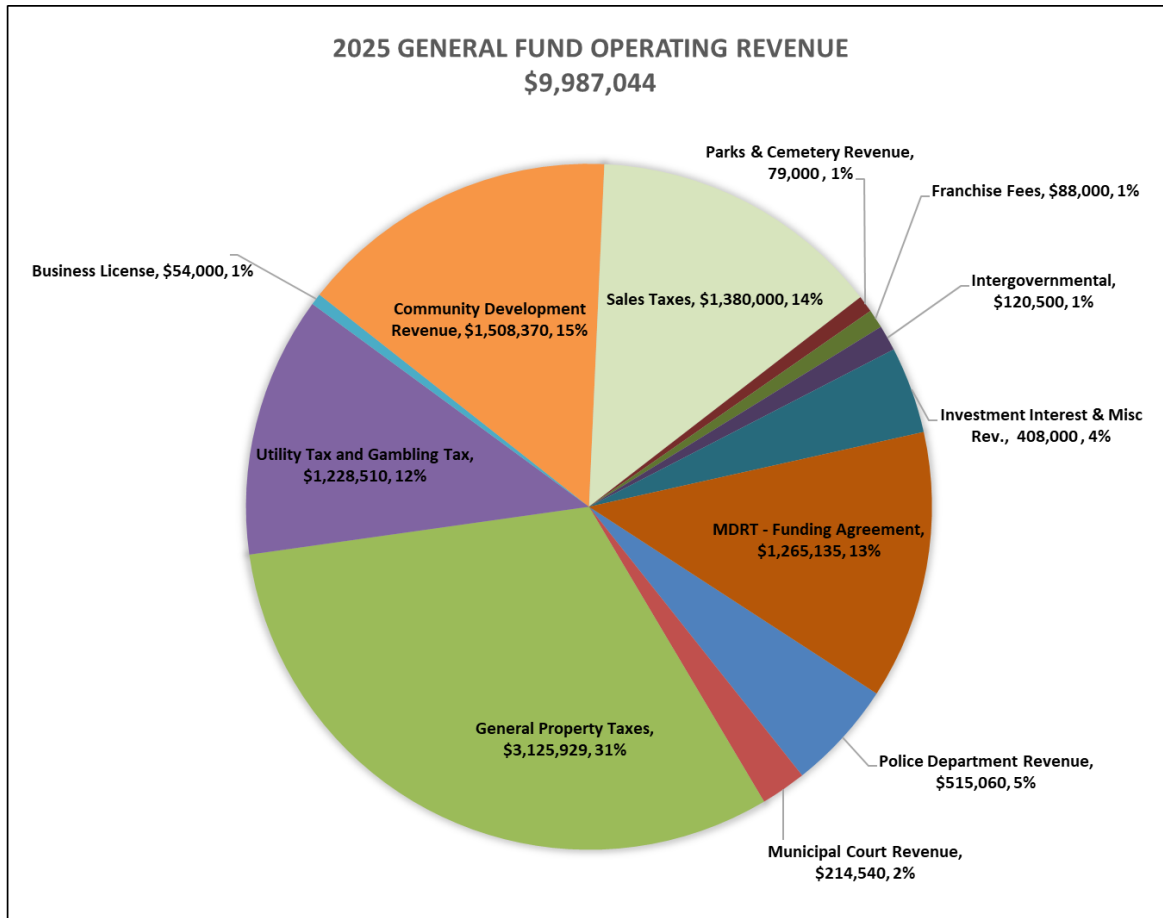
'Black Diamond's New Gateway Entrance Sign'

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Black Diamond Historical Museum
Courtesy of Craig Goodwin



General Fund Revenue Projection	2024			2025		
	Budget	Actuals thru June	Estimated Year End	Budget	\$ Budget Change	% Budget Change
REVENUES						
1 Beginning Cash and Investments	7,380,687	8,005,313	8,005,313	8,527,079	1,146,392	15.5%
2 General Property Taxes	2,830,000	1,547,490	3,094,980	3,125,929	295,929	10.5%
3 Sales Taxes	1,300,000	671,965	1,320,000	1,380,000	80,000	6.2%
4 State Sales Tax Assistance	26,000	-	-	-	(26,000)	-100.0%
5 Utility Tax and Gambling Tax	1,141,100	663,217	1,157,188	1,228,510	87,410	7.7%
6 Cable Franchise Fees	85,000	38,527	85,000	88,000	3,000	3.5%
7 Business License	50,000	27,935	52,000	54,000	4,000	8.0%
8 Liquor Profits & Excise Tax	102,000	49,961	102,000	104,000	2,000	2.0%
9 KC Recycle Grants	16,500	-	16,500	16,500	0	0.0%
10 Municipal Court Revenue	169,720	122,132	191,236	214,540	44,820	26.4%
11 Police Department Revenue	479,914	248,409	506,055	515,060	35,146	7.3%
12 Community Development Rev	1,403,000	814,893	1,490,321	1,508,370	105,370	7.5%
13 Parks Revenue	75,000	29,446	73,000	75,000	0	0.0%
14 Cemetery Revenue	4,000	1,600	1,600	4,000	0	0.0%
15 Investment Interest & Misc Rev.	457,000	125,371	455,960	408,000	(49,000)	-10.7%
16 Funding Agreement - MDRT	1,161,779	579,902	1,087,253	1,265,135	103,356	8.9%
18 Total Operating Revenues	9,301,013	4,920,846	9,633,093	9,987,044	686,031	7.4%
17 AWC Insurance Payment & Flex	526,045	242,547	505,566	603,452	77,407	14.7%
19 Devel Reimb-MDRT Conslt	1,905,000	707,864	1,195,707	2,095,500	190,500	10.0%
20 TOTAL GENERAL FUND SOURCES	19,112,745	13,876,569	19,339,679	21,213,075	2,100,330	11.0%

General Fund Expenditure Projection	2024			2025		
	Budget	June	Year End	Budget	Change	Change
EXPENDITURES						
1 Legislative - Council	25,574	10,934	22,935	24,007	(1,567)	-6.1%
2 Executive - Mayor	15,837	7,491	15,102	16,516	679	4.3%
3 Administration - City Administrator	216,154	-	-	195,236	(20,918)	-9.7%
4 General Government	779,287	339,395	756,714	833,552	54,265	7.0%
5 Legal Services	253,000	79,132	119,800	164,500	(88,500)	-35.0%
6 Public Defender / Prosecuting Attorney	157,400	58,500	105,000	115,000	(42,400)	-26.9%
7 Municipal Court	456,779	221,500	449,362	702,840	246,061	53.9%
8 Police Department	3,770,123	1,788,594	3,554,455	3,791,371	21,248	0.6%
9 Fire Department	1,165,055	573,169	1,151,555	1,353,961	188,906	16.2%
10 Recycle/Anim Cont/Mental Health	81,200	50,843	70,800	161,400	80,200	98.8%
11 Community Development	1,588,584	554,176	1,125,810	1,605,327	16,743	1.1%
12 Facilities	82,647	26,881	50,555	9,132	(73,515)	-89.0%
13 Parks Department	418,096	149,833	404,156	402,379	(15,717)	-3.8%
14 Cemetery	61,512	21,226	45,579	66,349	4,837	7.9%
15 Master Development Review Team	1,161,779	501,965	1,087,243	1,265,235	103,456	8.9%
16 Total Operating Expenditures	10,233,027	4,383,640	8,959,066	10,706,805	473,778	4.6%
17 AWC Insurance Payment & Flex	526,045	385,496	526,045	604,952	78,907	15.0%
18 Transfer to Fire Study	-	-	-	-	0	
19 Transfer to Street	200,000	200,000	200,000	150,000	(50,000)	-25.0%
20 Developer MDRT Consultants	1,905,000	537,063	1,127,488	2,095,500	190,500	10.0%
21 Total Expenditures	12,864,072	5,506,198	10,812,600	13,557,257	693,185	5.4%
22 30% Reserved Cash and Investments	3,069,908	2,511,111	2,687,720	3,212,042	142,133	4.6%
23 Unreserved Cash and Investments	3,178,765	5,859,260	5,839,359	4,443,777	1,265,012	39.8%
24 Total Ending Cash and Investments	6,248,673	8,370,371	8,527,079	7,655,818	1,407,145	22.5%
25 TOTAL GENERAL FUND USES	19,112,745	13,876,569	19,339,679	21,213,075	2,100,330	11.0%

Street Fund Preliminary Budget 2025		2 0 2 4			2 0 2 5		
		Budget	Actuals Thru June	Estimated Year End	Prelim Budget	\$ Budget Change	% Budget Change
REVENUE							
1	Beg Cash & Investment Reserved	381,576	436,727	436,727	310,753	(70,824)	-18.6%
2	Street Gas Tax	119,000	57,998	120,000	120,000	1,000	0.8%
3	Right of Way Permit	11,000	8,564	12,000	11,000	0	0.0%
4	Other Revenue	33,500	30,485	37,750	39,000	5,500	16.4%
5	Total Operating Revenue	163,500	97,047	169,750	170,000	6,500	4.0%
6	LGIP Investment Interest	10,000	6,970	12,500	12,500	2,500	25.0%
7	Insurance/Claim Recovery	0	0	5,280	0	0	0.0%
8	Transfer In REET II	100,000	100,000	100,000	175,000	75,000	75.0%
9	Transfer In General Fund	200,000	200,000	200,000	150,000	(50,000)	-25.0%
10	Transfer In Car Tab Fees	200,000	100,000	150,000	250,000	50,000	25.0%
11	Total Revenue	673,500	504,016	637,530	757,500	84,000	12.5%
12	TOTAL STREET FUND SOURCES	1,055,076	940,744	1,074,257	1,068,253	13,176	1.2%
EXPENDITURES							
13	Employee Salaries and Benefits	446,250	170,106	403,896	469,693	23,443	5.3%
14	Supplies	65,500	23,681	57,550	65,603	103	0.2%
15	Services and Charges	253,645	83,933	201,604	194,509	(59,136)	-23.3%
16	Total Operating Expenditures	765,395	277,720	663,050	729,805	(35,590)	-4.6%
17	Copier, Building & Poroperty Lease	0	9,802	20,455	20,242	20,242	0.0%
18	Transfer Out: PW Building Imp	25,000	25,000	25,000	10,000	(15,000)	-60.0%
19	Transfer Out: PW Equip Replace	55,000	55,000	55,000	60,000	5,000	9.1%
20	Total Expenditures	845,395	367,522	763,505	820,047	(25,348)	-3.0%
21	30% Reserved Cash and Investments	229,619	166,632	198,915	218,942	(10,677)	-4.6%
22	Unreserved Ending Cash and Investments	(19,937)	406,590	111,838	29,264	49,201	-246.8%
23	Total Ending Cash and Investments	209,681	573,222	310,753	248,206	38,524	18.4%
24	TOTAL STREET FUND USES	1,055,076	940,744	1,074,257	1,068,253	13,176	1.2%

Water Fund Preliminary Budget 2025		2 0 2 4			2 0 2 5		
		Budget	Actuals Thru June	Estimated Year End	Prelim Budget	\$ Budget Change	% Budget Change
REVENUE							
1	Beg Cash & Investment Unreserved	750,133	901,673	901,673	984,429	234,296	31.2%
2	Water Charges	1,607,000	759,891	1,607,000	1,900,000	293,000	18.2%
3	Water Late Fees/Name Changes	9,400	5,777	9,000	12,000	2,600	27.7%
4	Hydrant and Irrigation Water Sales	210,000	42,581	209,000	247,000	37,000	17.6%
5	Meter Purchasing, Setting Fees, Inspections & misc	183,700	115,247	234,300	236,051	52,351	28.5%
6	Total Operating Revenue	2,010,100	923,497	2,059,300	2,395,051	384,951	19.2%
7	LGIP Investment Interest	24,000	21,309	22,000	27,000	3,000	12.5%
8	Water Permit Consulting-Deposits	40,000	(16,920)	16,900	40,000	0	0.0%
9	Total Revenue	2,074,100	927,885	2,098,200	2,462,051	387,951	18.7%
10	TOTAL WATER FUND SOURCES	2,824,233	1,829,558	2,999,873	3,446,480	622,247	22.0%
EXPENDITURES							
11	Employee Salaries and Benefits	558,061	222,941	460,625	603,443	45,382	8.1%
12	Supplies	186,185	46,116	96,000	184,920	(1,265)	-0.7%
13	Services and Charges	927,461	348,895	818,852	792,550	(134,911)	-14.5%
14	Total Operating Expenditures	1,671,707	617,952	1,375,477	1,580,913	(90,794)	-5.4%
15	Copier, Building & Property Lease	0	9,893	23,000	21,000	21,000	0.0%
16	Transfer Out - Water Capital & Res	200,000	0	200,000	447,000	247,000	123.5%
17	Transfer Out: PW Building Imp	25,000	25,000	25,000	10,000	(15,000)	-60.0%
18	Transfer Out: PW Equip Replace	55,000	55,000	55,000	195,000	140,000	254.5%
19	Total Transfers Out	280,000	89,893	303,000	673,000	393,000	140.4%
20	Water Fund Debt Service	298,442	296,966	296,966	0	(298,442)	-100.0%
21	Water Permit Consulting Deposits	40,000	8,036	40,000	40,000	0	0.0%
22	Total Expenditures	2,290,149	1,012,848	2,015,444	2,293,913	3,764	0.2%
23	30% Reserved Cash and Investments	501,512	370,771	412,643	474,274	(27,238)	-5.4%
24	Unreserved Ending Cash and Investments	32,572	445,939	571,786	678,293	645,721	1982.4%
25	Ending Cash and Investments	534,084	816,710	984,429	1,152,567	618,483	115.8%
26	TOTAL WATER FUND USES	2,824,233	1,829,558	2,999,873	3,446,480	622,247	22.0%

Sewer Fund Preliminary Budget 2025			2024			2025		
			Budget	Actuals Thru June	Estimated Year End	Prelim Budget	\$ Budget Change	% Budget Change
REVENUE								
1	Beg Cash & Investment Unreserved		605,669	653,097	653,097	434,785	(170,884)	-28.2%
2	King County Metro Sewer Charges		1,570,200	752,358	1,462,600	1,708,656	138,456	8.8%
3	Black Diamond Sewer Charges		710,200	360,464	656,000	774,264	64,064	9.0%
4	Inspections & Misc		46,000	45,407	100,300	71,050	25,050	54.5%
5	Total Operating Revenue		2,326,400	1,158,229	2,218,900	2,553,970	227,570	9.8%
6	LGIP Investment Interest		25,000	16,300	29,000	25,400	400	1.6%
7	Total Revenue		2,351,400	1,174,529	2,247,900	2,579,370	284,256	12.1%
8	TOTAL SEWER FUND SOURCES		2,957,069	1,827,626	2,900,997	3,014,155	57,086	1.9%
EXPENDITURES								
9	Employee Salaries and Benefits		500,606	189,979	427,975	516,131	15,525	3.1%
10	Supplies		23,285	6,188	15,400	16,425	(6,860)	-29.5%
11	Services and Charges		434,599	176,565	349,838	332,156	(102,443)	-23.6%
12	KC Metro Sewer Payments		1,570,200	775,398	1,572,000	1,708,656	138,456	8.8%
13	Total Operating Expenditures		2,528,690	1,148,130	2,365,213	2,573,368	44,678	1.8%
14	Copier, Building & Property Lease		0	9,620	21,000	2,200	2,200	
15	Transfer Out: PW Building Imp		25,000	25,000	25,000	10,000	(15,000)	-60.0%
16	Transfer Out: PW Equip Replace		55,000	55,000	55,000	160,000	105,000	190.9%
17	Total Expenditures		2,608,690	1,237,749	2,466,213	2,745,568	136,878	5.2%
18	30% Reserved Cash and Investments		758,607	344,439	709,564	772,010	13,403	1.8%
19	Unreserved Ending Cash and Investments		(410,228)	245,438	(274,779)	(503,424)	(93,195)	22.7%
20	Ending Cash and Investments		348,379	589,877	434,785	268,587	(79,792)	-22.9%
21	TOTAL SEWER FUND USES		2,957,069	1,827,626	2,900,997	3,014,155	57,086	1.9%



Roundabout with Mt. Rainier
Courtesy of Craig Goodwin

Stormwater Fund Preliminary Budget 2025		2 0 2 4		2 0 2 5			
		Budget	Actuals Thru June	Estimated Year End	Prelim Budget	\$ Budget Change	% Budget Change
REVENUE							
1	Beg Cash & Investment Unreserved	579,241	472,018	472,018	306,125	(273,115)	-47.2%
2	Stormwater Charges	800,000	413,133	850,000	875,000	75,000	9.4%
3	Stormwater Inspection Fees & Misc	67,790	38,738	54,700	75,000	7,210	10.6%
4	Total Operating Revenue	867,790	451,870	904,700	950,000	82,210	9.5%
5	LGIP Investment Interest	14,000	10,177	15,000	14,000	0	0.0%
6	Total Revenue	881,790	462,047	919,700	964,000	82,210	9.3%
7	TOTAL STORMWATER SOURCES	1,461,031	934,065	1,391,718	1,270,125	(190,905)	-13.1%
EXPENDITURES							
8	Employee Salaries and Benefits	542,491	212,583	469,093	611,428	68,937	12.7%
9	Supplies	24,935	7,605	21,500	17,225	(7,710)	-30.9%
10	Services and Charges	476,312	228,390	429,499	384,452	(91,860)	-19.3%
11	Services and Charges	1,043,738	448,579	920,092	1,013,105	(30,633)	-2.9%
12	Copier, Building & Property Lease	0	9,528	10,500	20,100	20,100	
13	Transfer Out: Capital Project	75,000	0	75,000	10,000	(65,000)	100.0%
14	Transfer Out: PW Building Imp	25,000	25,000	25,000	10,000	(15,000)	200.0%
15	Transfer Out: PW Equip Replace	55,000	55,000	55,000	120,000	65,000	300.0%
16	Total Expenditures	1,198,738	538,107	1,085,592	1,173,205	(25,533)	-2.1%
17	30% Reserved Cash and Investments	313,121	134,574	276,028	303,932	(9,190)	-2.9%
18	Unreserved Ending Cash and Investments	(50,829)	261,384	30,098	(207,011)	(156,183)	307.3%
19	Ending Cash and Investments	262,293	395,958	306,125	96,920	(165,372)	-63.0%
20	TOTAL STORMWATER FUND USES	1,461,031	934,065	1,391,718	1,270,125	(356,278)	-24.4%

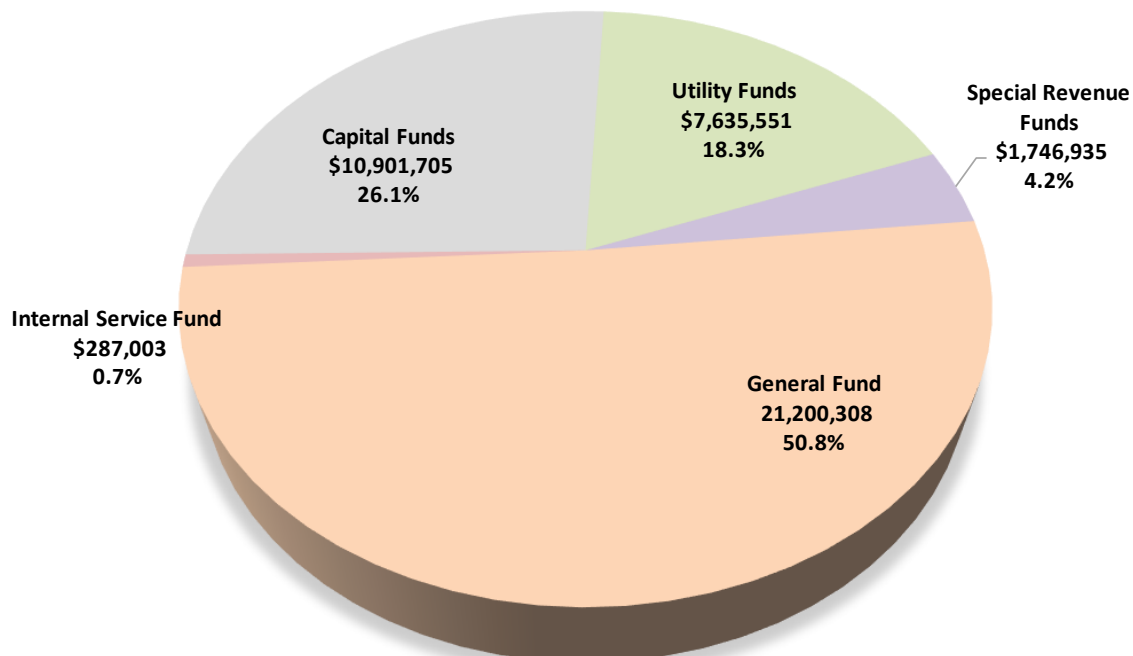


Lake Sawyer and Mt. Rainier
Courtesy of Craig Goodwin

DRAFT

	Beginning Fund Balance	2025 Revenue	Total Sources	2025 Expenditures	Ending Fund Balance	Total Uses
General Fund 001	8,527,079	12,673,229	21,200,308	13,592,257	7,608,051	21,200,308
Special Revenue Funds						
101 Street Fund	310,753	757,500	1,068,253	820,047	248,206	1,068,253
107 Fire Impact Fees	-	240,000	240,000	240,000	-	240,000
108 Trans. Benefit District Fund	65,532	272,250	337,782	250,000	87,782	337,782
109 Traffic Mitigation Fees	-	100,900	100,900	-	100,900	100,900
110 ARPA Fiscal Recovery Funds	-	-	-	-	-	-
111 School Impact Fees	-	-	-	-	-	-
112 Traffic Impact Fees	-	143,000	143,000	-	143,000	143,000
Utility Operating Funds						
401 Water Fund	984,429	2,366,842	3,351,271	2,293,913	1,057,358	3,351,271
407 Sewer Fund	434,785	2,579,370	3,014,155	2,745,568	268,587	3,014,155
410 Stormwater Fund	306,125	964,000	1,270,125	1,173,205	96,920	1,270,125
Capital Funds						
310 Gen. Government CIP Fund	845,865	1,429,997	2,275,862	2,265,862	10,000	2,275,862
311 REET 1	484,402	-	484,402	-	484,402	484,402
320 Public Works CIP Fund	290,050	2,898,500	3,188,550	3,188,550	-	3,188,550
321 REET 2	518,811	-	518,811	-	518,811	518,811
322 Public Works Retainage	-	-	-	-	-	-
402 WSFFA Partners CIP Fund	208,000	2,532,000	2,740,000	2,740,000	-	2,740,000
404 Water CIP Fund	619,660	470,000	1,089,660	1,087,000	2,660	1,089,660
408 Sewer CIP Fund	372,445	59,000	431,445	120,000	311,445	431,445
412 Stormwater CIP Fund	32,976	140,000	172,976	130,000	42,976	172,976
Internal Service Fund 510	287,003	-	287,003	287,003	-	287,003
Grand Total All Funds	14,287,914	27,626,588	41,914,502	30,933,405	10,981,097	41,914,502

Total Black Diamond 2025 Preliminary Budget

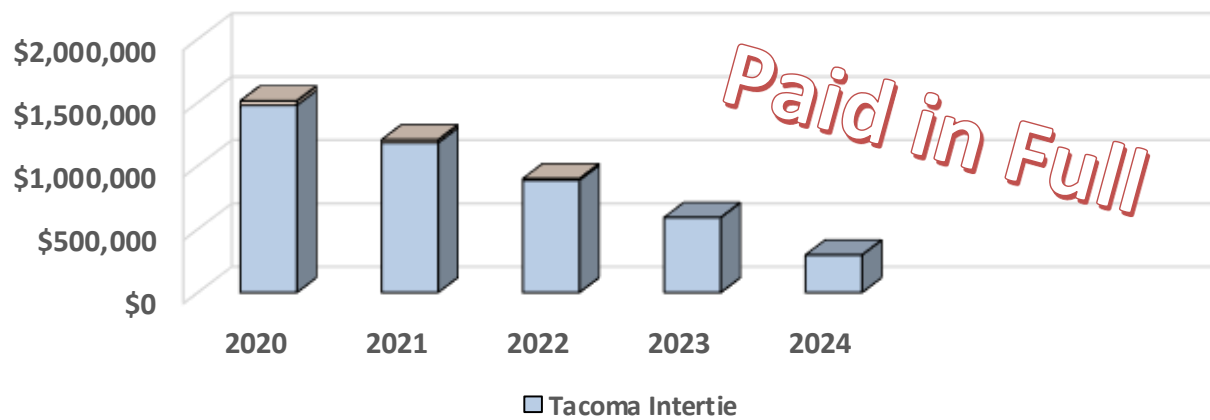


City of Black Diamond - DEBT

Water Debt Service 2024

Issue Date	Issue Amount	Type	Purpose	Maturity Date	12/31/2023 Debt Owed	2024 Principal	2024 Interest	2024 Total Debt Payment
2005	3,407,063	PWTF	Tac 500mg	2024	236,158	236,158	2,362	238,520
	256,064	PWTF	Tac city 1st	2024				
	1,784,693	PWTF	Pump Fac, Res & lines	2024	59,329	59,329	593	59,922
	5,447,820	PWTF			295,487	295,487	2,955	298,442

Water Debt thru 2024 (Principal Only)





CITY OF BLACK DIAMOND

2024 Calendar for 2025 Budget Meetings

As Passed by Resolution 24-046

	Process	Work Session	City Council	State Law Limitations
1	Budget CALL: 2025 Budget requests and instructions go out to all departments			By Sept 9
2	2025 Estimates to be filed with Finance/ City Clerk			By Sept 22
3	City Clerk Submits to CAO the proposed preliminary 2025 budget setting forth the complete financial program			October 1
4	Special Meeting - Work Session 6pm - CAO provides Council with current info on Revenue from all sources as adopted in 2024 Budget, provides the Clerk's proposed Prelim 2025 Budget for General Fund and 2025 Budget totals for all funds including debt service & possible Revenue for Property Taxes.	Sept 19		October 7
5	Special Meeting - Work Session 5:30 – General Fund Budget REV and EXP for Public Safety, Community Development, Parks etc. & possible Property Taxes increases.	Sept 26		Mid Oct- Mid Nov
6	Special Meeting – Work Session 6:00 – Public Works 2025 Budgets for REV and EXP for Street, Water, Sewer, Stormwater, REET I&II and Gen Govt, Utilities, Capital Projects, and Debt Service.	Oct 3		Oct 14 – Nov 18
7	Mayor prepares 2025 Preliminary Budget and message and files with Council and Clerk			Nov 2
8	City Clerk publishes notice of Public Hearing on 2025 Budget and filing of Preliminary Budget – once a week for two consecutive weeks			Nov 1 - Nov 18
9	Preliminary 2025 Budget Document made available to Public at least 6 weeks before Jan. 1, 2025			Nov 21
10	Special Meeting – Work Session 6:00- G/F 2025 Revenue Review and Possible Property Tax Increase & Ordinances	Oct 17		Nov 1 – Nov 30
11	1st Public Hearing on 2025 Revenue Sources including possible increases in Property Taxes, & two Property Tax Ordinances.		Oct 17	Nov 1 – Nov 25
12	Council adopts two 2025 Property Tax Ordinances & send to King County by Nov 30, 2024		Nov 7	Nov 30
13	City Council Holds 2nd Public Hearing on 2025 Prelim Budget		Nov 7	Nov 1 – Nov 30
14	Council holds Final Budget Hearing on 2025 Budget		Nov 21	Dec 2
15	Council adopts Final 2025 Budget		Nov 21	Dec 31
16	Council amends 2024 Budget		Nov 21	Dec 31