

**BLACK DIAMOND CITY COUNCIL MINUTES**  
**Council Special Meeting of October 24, 2019**  
Council Chamber, 25510 Lawson Street, Black Diamond, Washington

**CALL TO ORDER, FLAG SALUTE:**

Mayor Pro-Tem Deady 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, Stout, and Nelson. (Councilmember Paige was not present during roll call and entered the meeting at 6:12 p.m.)

**ABSENT:** Councilmembers Edelman and Wisnoski (excused)

Staff present: Seth Boettcher; Public Works Director; May Miller, Finance Department; Andrew Williamson, MDRT/Ec Dev Director, Chief Smith; and Brenda L. Martinez, City Clerk/HR Manager.

**NEW BUSINESS:**

**1) AB19-053** – Resolution No. 19-1321 Accepting Bid for the City’s Official Paper of Record

City Clerk Martinez reported to Council on this agenda item and a brief discussion with Council followed.

Councilmember Deady **moved** to adopt Resolution No. 19-1321 accepting the bid from Sound Publishing and designating them the Official City Newspaper; **second** Councilmember Stout.

Carol Lynn Harp, Black Diamond spoke to Council on this item.  
Andrew Williamson Black Diamond spoke to Council on this item.

**Vote:** Motion **passed** with all Council voting in favor (5-0).

**2) AB19-054** – Ordinance No. 19-1129 Amending Black Diamond Municipal Code Section 1.20.010 Regarding Designation of Official City Newspaper

City Clerk Martinez briefed Council on this.

Councilmember Deady **moved** to adopt Ordinance No. 19-1129 amending Black Diamond Municipal Code Section 1.20.010 regarding designation of Official City Newspaper; **second** Councilmember Oglesbee. Motion **passed** with all voting in favor (5-0).

**3) Work Session - Review of 2020 Preliminary Budget of Revenues and Expenditures for Public Works for Streets, Water, Sewer, and Stormwater Funds, and also review of 2020 Budget for Capital Projects, other Special Revenue and Internal Service Funds**

Mayor Pro-Tem Deady 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.
- Fire Impact Fee Fund – This fund was created in 2012 to charge new development and building expansions within the city limits. The accumulating funds are to replace growth related fire equipment and facilities.
- Transportation Benefit District – This fund was put in place to address declining revenues to support street transportation. The state remits the money to the city and Ms. Miller noted the amounts collected have been below projections.
- Traffic Mitigation Fund – Funds collected from developers for specific traffic improvements. It was stressed that 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 – It was noted that due to the increase and development and irrigation more revenue has been brought in than anticipated. In 2020, building activity will continue to increase water sales as well as the installation of new meters. Also mentioned was that \$175,000 will be transferred out to the Water Capital Fund.
- Water Debt Service
- Sewer Operating Fund – Ms. Miller explained how this fund is not in good shape and needs a rate increase. The City's share of collected sewer revenue is not covering the costs and a study session with Ashley Emery of Peninsula Financial Consulting is planned to review with Council options for possible rate increases. Also discussed was the Metro sewer charge.
- Stormwater Operating Fund – It was shared that growth and the rate increase has improved this fund.

At 6:53 p.m. Councilmember Nelson left the meeting due to illness.

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

During the discussion and review of capital projects Councilmembers recommended that for Project T8 – Downtown Public Parking, \$25k be allocated for 2020 for a sub area plan and the 2020 monies as shown be pushed out one year.


In closing, Ms. Miller referred to 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 budget meeting is a special meeting on November 7<sup>th</sup> to review 2020 revenue sources including possible increase in property tax.

**ADJOURNMENT:**

Councilmember Oglesbee **moved** to adjourn the meeting; **second** Councilmember Stout. Motion **passed** with all voting in favor (4-0).

The meeting ended at 7:52 p.m.

ATTEST:

  
\_\_\_\_\_  
Carol Benson, Mayor

  
\_\_\_\_\_  
Brenda L. Martinez, City Clerk