

**CITY OF NORTH BEND**  
**CITY COUNCIL SPECIAL BUDGET WORKSTUDY NOTES**  
**October 11, 2022**  
**City Hall, 920 SE Cedar Falls Way, North Bend, WA**

Mayor Pro Tem Rosen called the meeting to order at 7:00 p.m.

Councilmembers Brenden Elwood, Alan Gothelf, Mark Jocelyn, Heather Koellen, Ross Loudenback, Mary Miller and Jonathan Rosen.

**Staff Present:** Mayor Rob McFarland, City Administrator David Miller, Deputy City Administrator/Public Works Director Mark Rigos, Finance Director Richard Gould, Community Development Director Rebecca Deming, Police Captain Brian Lynch, Communications Manager Bre Keveren and City Clerk Susie Oppedal.

### **Overview of 2023 – 2024 Proposed Budget**

Finance Director Gould outlined the methodology for budget preparation which included extrapolation of historical data from the past three budgets, predictive data (economic climate/inflation, revenues growth/slowdown) and best practices (conservativism when calculating revenues and expenditures). He noted the following was being reviewed: 2022 budget, revenues and expenditures, department budgets, wages and benefits, utilities funds, interfund transfers and general fund.

Council and staff discussed the following: dedicated funds and fund rollover for Street Overlay Fund, Council input and priorities on budget process, budget reporting expectations, benefit of decision card process related to extra funds, unknown additions to budget, staff wages and benefits, human and community services grant funding requests, previous process at budget workstudies, revenues/expenditures and fund status/anomalies, maintaining reserve fund, one time monies on one time expenses, clean audits/no findings, WWTP HPI Phase 2 projects and potential items for the decision card process.

It was noted that the decision card process would proceed for the upcoming budget and would be considered at the October 25<sup>th</sup> Budget Workshop after a budget update was provided. Human and Community Services grant requests would also be considered at that time.

### **Adjournment**

The workstudy closed at 8:21 p.m.

ATTEST:

---

Jonathan Rosen, Mayor Pro Tem  
Special Budget Workstudy Notes – October 11, 2022

---

Susie Oppedal, City Clerk