



**AGENDA**  
**DES MOINES CITY COUNCIL**  
**REGULAR MEETING**  
City Council Chambers  
21630 11th Avenue S, Suite C  
Des Moines, Washington  
Thursday, January 8, 2026 - 6:00 PM

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**CEREMONIAL SWEARING-IN OF NEWLY ELECTED COUNCILMEMBERS**

**SELECTION OF MAYOR/DEPUTY MAYOR**

**CORRESPONDENCE NOT PREVIOUSLY RECEIVED BY COUNCIL**

**COMMENTS FROM THE PUBLIC**

Item 1. **Comments from the Public Sign-Up Sheet**

**CITY MANAGER REPORT/PRESENTATIONS/BRIEFINGS**

Item 1. **City Manager Report PowerPoint**  
Staff Presentation:  
Katherine Caffrey, City Manager

**CONSENT AGENDA**

Item 1. **Approval of Vouchers**  
**Motion:** "I move to approve the payment vouchers through December 22, 2025 and payroll transfers through December 19, 2025 in the attached list and further described as follows:"

|                              |                  |                |
|------------------------------|------------------|----------------|
| EFT Vendor Payments          | #12830 - 12944   | \$3,325,331.97 |
| Wires                        | #3177 - 3202     | \$2,158,554.35 |
| Accounts Payable Checks      | #167202 - 167254 | \$209,346.70   |
| Payroll Checks 12/5/2025     | #20035 - 20038   | \$3,020.96     |
| Payroll Advice 12/5/2025     | #15785 - 15948   | \$515,432.62   |
| Payroll Checks<br>12/19/2025 | #20039 - 20040   | \$4,343.01     |

Payroll Advice 12/19/2025 #15949 - 16103 \$495,738.11

Total Checks and Wires for A/P & Payroll: \$6,711,767.72

Item 2. **Approval of Minutes**  
**Motion:** "I move to approve the minutes from the City Council Regular Meeting(s) held on November 13, December 04, and December 11, 2025."

Item 3. **South County Area Transportation Board Agreement**  
**Motion:** "I move to approve the Agreement with South County Area Transportation Board for the 2026 to 2029 term, and authorize the City Manager to sign the Agreement substantially in the form as submitted."

## **PUBLIC HEARING/CONTINUED PUBLIC HEARING**

Item 1. **Unit Lot Subdivision, Lot Splitting, and Substandard or Nonconforming Lot Regulations Update -1st Reading**  
Staff Presentation:  
Laura Techico, Planning and Development Services Manager  
  
**Motion:**"I move to pass Draft Ordinance 25-117 to a second reading on January 22, 2026."

## **NEW BUSINESS**

Item 1. **2026 City Council Calendar**  
Staff Presentation:  
Bonnie Wilkins, Director of Administrative Services  
  
**Motion:** "I move to approve the 2026 City Council Calendar as presented."

Item 2. **Planning Commission Appointment Process**  
Staff Presentation:  
Rebecca Deming, Community Development Director  
  
**Motion:** "I move to direct staff to proceed with option # \_\_\_\_ for appointment of Planning Commissioners."

Item 3. **Business License Model Ordinance Update - 1st Reading**  
Staff Presentation:  
Matt Hutchins, Assistant City Attorney  
  
**Motion:** "I move to pass Draft Ordinance 25-124 to a second reading on the next available regular Council meeting agenda."

## **COUNCILMEMBER REPORTS**

(4 minutes per Councilmember) - 30 minutes

## **PRESIDING OFFICER'S REPORT**

## **EXECUTIVE SESSION**

Property Acquisition under RCW 42.30.110(1)(b) - 10 Minutes

## **NEXT MEETING DATE**

January 22, 2026 City Council Regular Meeting

## **ADJOURNMENT**

Members of the public who wish to provide comment during the meeting via Zoom must register in advance. To register, please email [cityclerk@desmoineswa.gov](mailto:cityclerk@desmoineswa.gov) by 12:00 p.m. (noon) on the Wednesday before the meeting.

City Council meeting can be viewed live on the City's website, Comcast Channel 21/321, on the City's [YouTube](#) channel or via [Zoom](#).

[Projected Future Agenda Items](#)