

MINUTES

**DES MOINES CITY COUNCIL
STUDY SESSION
City Council Chambers
21630 11th Avenue S, Des Moines, Washington
Thursday, March 7, 2024 - 6:00 PM**

CALL TO ORDER

Mayor Traci Buxton called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

The flag salute was led by Deputy Mayor Harry Steinmetz.

ROLL CALL

Council Present:

Councilmember Matt Mahoney; Mayor Traci Buxton; Councilmember Gene Achziger; Councilmember JC Harris; Councilmember Jeremy Nutting; Deputy Mayor Harry Steinmetz; and Councilmember Yoshiko Grace Matsui

Staff Present:

Interim City Manager Tim George; Interim City Attorney Matt Hutchins; Assistant City Manager Adrienne Johnson-Newton; Director of Community/Administrative Services Bonnie Wilkins; Harbormaster Scott Wilkins; Police Chief Tim Gately; Master Police Officer Justin Cripe; Officer Johnny Tyler; Police Officer Austin Arneberg; Sergeant Isaac Helgren; Officer Eric Morris; Officer Doug Weable; Executive Administrative Analyst Rochelle Caton; Director of Emergency Management and Workplace Safety Shannon Kirchberg; and City Clerk Taria Keane

CORRESPONDENCE

- There were no additional correspondence outside of the emails already received by Council.

COMMENTS FROM THE PUBLIC

- None

DISCUSSION ITEMS

STEVEN J UNDERWOOD PROCLAMATION

Direction/Action

Motion 1 made by Deputy Mayor Harry Steinmetz that in coordination with the annual proclamation of March 7, as 'a day to remember Steven J Underwood,' the Council establish a voluntary, annual donation to the Steven J Underwood Scholarship, through Des Moines Dollars for Scholars; to be funded with a minimum of \$25 per Councilmember per month, and automatically donated from their stipend; seconded by Councilmember Jeremy Nutting.

Motion passed 6-1.

For: Mayor Traci Buxton; Deputy Mayor Harry Steinmetz; Councilmember Gene Achziger, Councilmember Yoshiko Grace Matsui, Councilmember Matt Mahoney, Councilmember Jeremy Nutting.

Against: Councilmember JC Harris.

Motion 2 made by Deputy Mayor Harry Steinmetz to approve the Proclamation recognizing March 7, 2024 as a day to remember Master Police Officer Steven J. Underwood; seconded by Councilmember Jeremy Nutting.

Motion passed 7-0.

DRAFT COMMUNICATIONS ASSESSMENT – CONSOR STRATEGIC PLANNING AND COMMUNICATIONS

- Chris Hoffman and Nancy Thai from Consor gave Council a PowerPoint on their Draft Communications Assessment.

COMMENTS FROM THE PUBLIC

- Victoria Andrews, Communication Plan
- Carl Dombek, Communication Plan
- Bill Linscott, Communication Plan
- Steve Quinn, Communication Plan

RFP EXECUTIVE SEARCH RECRUITMENT FIRM UPDATE

- Assistant City Manager Adrienne Johnson-Newton gave Council a PowerPoint Presentation on the RFP Executive Search Recruitment Firm Update.

EXECUTIVE SESSION

NEXT MEETING DATE

March 14, 2024 City Council Regular Meeting

ADJOURNMENT

Direction/Action

Motion made by Deputy Mayor Harry Steinmetz to adjourn; seconded by Councilmember Jeremy Nutting.
Motion passed 7-0.

The meeting adjourned at 8:14 p.m.