

MINUTES

**DES MOINES CITY COUNCIL
REGULAR MEETING
City Council Chambers
21630 11th Avenue S, Des Moines, Washington
Thursday, January 11, 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 Councilmember JC Harris.

ROLL CALL

Council Present:

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

Staff Present:

Interim City Manager Tim George; Interim City Attorney Matt Hutchins; Assistant City Manager Adrienne Johnson-Newton; Police Chief Tim Gately; Harbormaster Scott Wilkins; Finance Director Jeff Friend; Community Development Director Denise Lathrop; Director of Community/Administrative Services Bonnie Wilkins; Communication Director Nicole Nordholm; Executive Administrative Analyst Rochelle Caton; Legislative Advocate Anthony Hemstad; City Clerk Taria Keane; and Deputy City Clerk Sara Lee

CORRESPONDENCE NOT PREVIOUSLY RECEIVED BY COUNCIL

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

COMMENTS FROM THE PUBLIC

- Steve Edmiston; Airport
- Chuck Coleman; Finance Committee
- Victoria Andrews; Finance Committee
- Barbara McMichael; Des Moines Masonic Home

COMMITTEE CHAIR REPORT

- No Committee Reports

CITY MANAGER REPORT/PRESENTATIONS/BRIEFINGS

- Interim City Manager commented on the Redondo Fishing Pier.
- Interim City Manager gave Council a Winter Weather update.
- Chief of Police Tim Gately gave Council a report on Police Activities in lieu of the January Public Safety/Emergency Management Meeting.
- Interim City Manager reminded the Council about some upcoming dates
 - Zenith Environmental Impact Statement Meeting on January 31st
 - Marina Steps Meeting on February 13th
 - Consor Draft Study Report on March 7th

CONSENT AGENDA

Item 1: APPROVAL OF VOUCHERS

Motion is to approve the payment vouchers through December 28, 2023 and payroll transfers through December 29, 2023 in the attached list and further described as follows:

EFT Vendor Payments	#9347-9478	\$1,131,644.29
Wires	#2411-2441	\$1,851,346.84
Accounts Payable Checks	#165488-165554	\$ 272,884.16
Payroll Checks	#19771-19772	\$ 3,147.69
Direct Deposit	#7872-8040	\$ 479,928.76
Direct Deposit	#8041-8041	\$ 271.88

Total Checks and Wires for A/P & Payroll: \$3,739,223.62

Item 2: APPROVAL OF MINUTES

Motion is to approve the November 16, 2023 City Council Regular Meeting Minutes.

Item 3: HUMAN TRAFFICKING AWARENESS DAY PROCLAMATION

Motion is to approve the Proclamation recognizing January 11th as Human Trafficking Awareness Day.

Direction/Action

Motion made by Councilmember Jeremy Nutting to approve the Consent Agenda; seconded by Councilmember Matt Mahoney

Motion passed 7-0.

Mayor Traci Buxton read the Human Trafficking Awareness Day Proclamation into the record.

NEW BUSINESS

Item 1: DISCUSSION OF 2024 CITY COUNCIL LEGISLATIVE PRIORITIES
Staff Presentation by Interim City Manager Tim George

Legislative Advocate Anthony Hemstad gave Council a PowerPoint Presentation on the 2024 City Council Legislative Priorities.

Direction/Action

Motion made by Councilmember Jeremy Nutting to approve the 2024 City Council Legislative Priorities that was presented in the 6:56 p.m. version; seconded by Councilmember Matt Mahoney.

Amended Motion made by Councilmember Gene Achziger to change the order on the City Council Legislative Priorities to have Funding Requests #1, then Airport Issues to moved to #2, Historical Preservation #3, and Airport Issues #4; seconded by Councilmember Yoshiko Grace Matsui.

Amended motion passed 4-3

For: Deputy Mayor Harry Steinmetz; Councilmember Gene Achziger, Councilmember Yoshiko Grace Matsui, and Councilmember JC Harris.

Against: Mayor Traci Buxton; Councilmember Matt Mahoney, and Councilmember Jeremy Nutting.

Subsidiary Motion made by Councilmember Gene Achziger to strike the first 2 sentences of the "Foil Ferry Development."
Subsidiary motion died for a lack of second.

Subsidiary Motion made by Deputy Mayor Harry Steinmetz to add the words, "including HB2103 and SB 5955 Bills" to the end of the Airport Issues; seconded by Councilmember Yoshiko Grace Matsui.
Subsidiary Motion passed 7-0.

Main Motion passed as amended 7-0.

Item 2: CREATION OF A CITY COUNCIL FINANCE COMMITTEE
Staff Presentation by Interim City Manager Tim George

Interim City Manager Tim George gave Council a brief presentation on the Creation of a Finance Committee.

Direction/Action

Motion made by Councilmember Nutting to create a Finance Committee of the City Council in order to monitor the financial health of the City while exploring opportunities to grow revenue and control expenditures; seconded by Deputy Mayor Harry Steinmetz.
Motion passed 7-0.

At 8:09 p.m. took a 6 minute break and resumed the meeting at 8:15 p.m.

Item 3: REQUEST FOR PROPOSAL EXECUTIVE SEARCH RECRUITMENT FIRM FOR CITY MANAGER VACANCY
Staff Presentation by Assistant City Manager Adrienne Johnson-Newton

Assistant City Manager Adrienne Johnson-Newton gave Council a PowerPoint Presentation regarding the Request for Proposal Executive Search Recruitment Firm for City Manager Vacancy.

Council recommended changes:

INTRODUCTION AND BACKGROUND:

3rd paragraph:

The community has five (5) miles of shoreline on Puget Sound and four (4) public waterfront areas that draw regional tourism and invite economic vision and vibrancy. The Des Moines Marina is a Municipal Marina and the only marina located between Seattle and Tacoma.

5th paragraph:

The City Council is comprised of 7 City Councilmembers, which includes 1 Mayor.

SCOPE OF SERVICES:

Nationwide search

Add to #7 – blow out more and talk about community forums and engagement

Provide examples of public engagement process – add later in the RFP

Expand #6 - blow out what type of applications materials we are seeking (example – media search capabilities)

PROPOSAL REQUIREMENTS:

Ok as is

Direction/Action

Motion made by Councilmember Jeremy Nutting to extend the meeting to the end of Request for Proposal Executive Search Recruitment Firm for City Manager Vacancy agenda item; seconded by Councilmember Matt Mahoney.

Motion failed 4-3; to adjourn there must be an approval of 3/4 of the Councilmembers present.

For: Mayor Traci Buxton; Deputy Mayor Harry Steinmetz; Councilmember Matt Mahoney, and Councilmember Jeremy Nutting.

Against: Councilmember Gene Achziger; Councilmember Yoshiko Grace Matsui, and Councilmember JC Harris.

Direction/Action

Motion made by Councilmember JC Harris to extend the meeting to the end of Request for Proposal Executive Search Recruitment Firm for City Manager Vacancy agenda item and New Items for Consideration; seconded by Councilmember Gene Achziger.

Motion passed 5-2

For: Mayor Traci Buxton; Deputy Mayor Harry Steinmetz; Councilmember Gene Achziger, Councilmember Yoshiko Grace Matsui, and Councilmember JC Harris.

Against: Councilmember Matt Mahoney, and Councilmember Jeremy Nutting.

SELECTION PROCESS TIMELINE:

30 Days

QUALIFICATIONS AND EXPERIENCE:

Remove specific terms (36) and (2)

EVALUATION PROCESS:

Ok as is

EVALUATION CRITERIA:

Condense #5 and 6 together

CITY RESPONSIBILITIES:

Ok as is

RIGHT TO REJECT:

Ok as is

QUESTIONS AND INQUIRIES:

Questions to Assistant City Manager Adrienne Johnson-Newton

Direction/Action

Motion made by Councilmember Jeremy Nutting to approve the City to release the Request for Proposal (RFP) for an executive search firm for the City Manager recruitment consistent with the terms as decided by the City Council; seconded by Deputy Mayor Harry Steinmetz.
Motion passed 7-0.

Item 4: NEW AGENDA ITEMS FOR CONSIDERATION – 10 Minutes

Councilmember JC Harris requested council support on the following sentence "I would like the city to write a letter in support of the University Of Washington Department Of Environmental and Occupational Health Sciences to support their Community Grant Application to cite a fixed air quality monitor within the City of Des Moines."
Council did not support.

NEXT MEETING DATE

January 25, 2024 City Council Regular Meeting

ADJOURNMENT

Direction/Action

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

The meeting adjourned at 9:28 p.m.