

MINUTES

DES MOINES CITY COUNCIL
REGULAR MEETING
City Council Chambers
21630 11th Avenue S, Suite C
Des Moines, Washington
Thursday, May 8, 2025 - 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; and Councilmember Matt Mahoney

Council via Zoom:

Councilmember Jeremy Nutting

Staff Present:

City Manager Katherine Caffrey; City Attorney Tim George; Police Chief Ted Boe; Director of Administrative Services Bonnie Wilkins; Harbormaster Scott Wilkins; Assistant City Attorney Matt Hutchins; City Prosecutor Tara Vaughn; Community Development Director Rebecca Deming; Finance Director Jeff Friend; IT Director Chris Pauk; Planning and Development Service Manager Laura Techico; City Engineer Tommy Owen; and City Clerk Taria Keane

PROCLAMATIONS

NATIONAL POLICE WEEK PROCLAMATION

Direction/Action

Motion made by Councilmember Matt Mahoney to approve the Proclamation recognizing May 11-17, 2025 as National Police Week; seconded by Deputy Mayor Harry Steinmetz.
Motion passed 7-0.

EXECUTIVE SESSION

The Special Meeting was called to order by Mayor Traci Buxton at 6:12 p.m.

ROLL CALL

Council Present:

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

Council via Zoom:

Councilmember Jeremy Nutting

Others Present:

City Manager Katherine Caffrey; City Attorney Tim George

The purpose of the Special Meeting was to hold an Executive Session to discuss POTENTIAL LITIGATION RCW 42.30.110(1)(i) and PROPERTY ACQUISITION RCW 42.30.110 (1)(b). The Executive Session was expected to last 30 minutes.

No formal action was taken. The Executive Session lasted 30 minutes.

The meeting adjourned at 6:42 p.m.

CORRESPONDENCE NOT PREVIOUSLY RECEIVED BY COUNCIL

- No additional correspondence outside of the emails already received by Council.

COMMENTS FROM THE PUBLIC

- There were no public comments.

REGIONAL COMMITTEE REPORTS

- PUGET SOUND REGIONAL COUNCIL TRANSPORTATION BOARD MEETING UPDATE
 - Councilmember Matt Mahoney provided an update on the recent Puget Sound Regional Council Transportation board meeting held on May 08, 2025.

CITY MANAGER REPORT/PRESENTATIONS/BRIEFINGS

Regular Meeting Minutes
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- Item 1: PORT OF SEATTLE STAKEHOLDER ADVISORY ROUNDTABLE (START) COMMITTEE UPDATE
- Joe Dusenbury gave Council an update on the Port of Seattle Stakeholder Advisory Roundtable (START) Committee.
- Item 2: UPDATE ON ADMINISTRATIVE SERVICES
- Director of Administrative Services Bonnie Wilkins gave an update on Administrative Services.

CONSENT AGENDA

- Item 1: APPROVAL OF VOUCHERS
- Motion** is to approve the payment vouchers through April 24, 2025 and payroll transfers through April 18, 2025 in the attached list and further described as follows:

EFT Vendor Payments	#11697-11776	\$1,220,527.29
Wires	#2930-2944	\$ 893,135.24
Accounts Payable Checks	#166675-166723	\$ 650,348.42
Payroll Checks	#19939-19939	\$ 2,253.94
Payroll Advice	#13289-13444	\$ 486,430.37

Total Checks and Wires for A/P & Payroll: \$3,252,695.26

- Item 2: APPROVAL OF MINUTES
- Motion** to approve the minutes from the City Council Regular Meetings held on March 13, 2025, and March 27, 2025, as well as the City Council Study Session held on April 3, 2025.
- Item 3: ADDENDUM 2 WITH MOFFATT NICHOL ENGINEERING - L, M, & N DOCKS REPLACEMENT PROJECT
- Motion** is to approve the addendum with Moffatt Nichol in the amount of \$74,251.00 for design and permitting of the L, M, & N Docks Replacement Project and authorize the City Manager to sign the addendum substantially in the form as attached.
- Item 4: NORTH HILL ELEMENTARY WALKWAY IMPROVEMENTS PROJECT – CONSULTANT CONTRACT SUPPLEMENT #1
- Motion** is to approve Supplement #1 for Parametrix to provide final design and right-of-way services for the North Hill Elementary Walkway Improvements Project in the amount of \$129,112.00 and further authorize the City Manager to sign said contract amendment substantially in the form as submitted.
- Item 5: 2025 DES MOINES FARMERS MARKET AGREEMENT

Motion is to approve the Agreement with the Des Moines Farmers Market for the 2025 Des Moines Waterfront Farmers Market to be held at the Des Moines Marina, and authorize the City Manager to execute the Agreement substantially in the form as attached.

Direction/Action

Motion made by Councilmember Jeremy Nutting to approve the Consent Agenda; seconded by Deputy Mayor Harry Steinmetz.

Councilmember JC Harris pulled Consent Agenda Item #3.

The remainder of the Consent Agenda passed 7-0.

Council discussed Consent Agenda Item #3.

Motion made by Councilmember JC Harris to approve Consent Agenda Item #3 as read; seconded by Deputy Mayor Harry Steinmetz.
Motion passed 7-0.

UNFINISHED BUSINESS

Item 1: MIDDLE HOUSING DISCUSSION

Staff Presentation by Community Development Director Rebecca Deming and Planning and Development Service Manager Laura Techico.

- Community Development Director Rebecca Deming and Planning and Development Service Manager Laura Techico gave a PowerPoint Presentation on Middle Housing Regulations.

Item 2: DISCUSSION ON APPOINTIVE COMMITTEE STRUCTURE

Staff Presentation by City Manager Katherine Caffrey

- City Manager Katherine Caffrey gave a PowerPoint Presentation on Appointive Committee Structure.

Direction/Action

Motion made by Deputy Mayor Harry Steinmetz to approve Option A of the Appointive Committee Structure; seconded by Councilmember Matt Mahoney.

Motion Passed 4-3.

For: Mayor Traci Buxton; Deputy Mayor Harry Steinmetz;

Councilmember Matt Mahoney; Councilmember Jeremy Nutting.

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

NEW BUSINESS

Item 1: LAKEHAVEN UTILITY DISTRICT FRANCHISE UPDATE AND EXTENSION

Staff Presentation by Assistant City Attorney Matthew Hutchins.

- Assistant City Attorney Matthew Hutchins gave Council a PowerPoint Presentation on the Lakehaven Water and Sewer Franchise Agreement.

Direction/Action

Motion made by Deputy Mayor Harry Steinmetz to pass Draft Ordinance 25-037 to a second reading on the next regular City Council Agenda; seconded by Councilmember Nutting.

The Motion passed 6-1.

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

Against: Councilmember Yoshiko Grace Matsui.

Item 2: NEW AGENDA ITEMS FOR CONSIDERATION – 10 Minutes

- There were no new items for future consideration.

UNFINISHED BUSINESS CONTINUED

PROTOCOL MANUAL REVIEW

Motion made by Deputy Mayor Steinmetz to postpone this to the next Council Meeting; seconded by Councilmember JC Harris.
Motion passed 6-1.

For: Mayor Traci Buxton; Deputy Mayor Harry Steinmetz; Councilmember Gene Achziger; Councilmember JC Harris; Councilmember Matt Mahoney; and Councilmember Jeremy Nutting.

Against: Councilmember Yoshiko Grace Matsui

COUNCILMEMBER REPORTS

COUNCILMEMBER JC HARRIS

- University of Washington Air Quality Monitoring
- Ferry Demonstration

COUNCILMEMBER MATT MAHONEY

- Ferry Demonstration
- The Passing of Steve Novak and BJ Bjorneby
- Redondo Restroom Ribbon Cutting

COUNCILMEMBER GENE ACHZIGER

- No Report

COUNCILMEMBER YOSHIKO GRACE MATSUI

- Rotary Club of Des Moines/Normandy Park Swing with a Cause
- Des Moines Yacht Club Opening Day of Boating Season

COUNCILMEMBER JEREMY NUTTING

- No Report

DEPTUTY MAYOR HARRY STEINMETZ

- Rotary Club of Des Moines/Normandy Park Swing with a Cause
- LiUNA Local 242 Training Center Grand Opening
- Destination Des Moines Parade

Direction/Action

Motion made by Deputy Mayor Harry Steinmetz to extend the meeting 10 minutes; seconded by Mayor Traci Buxton.

Motion passed 7-0.

- Destination Des Moines Sip and Shop
- Roper Romp
- Des Moines Yacht Club Pirate Ball
- Redondo Restroom Ribbon Cutting

PRESIDING OFFICER'S REPORT

Regular Meeting Minutes
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- Friends of Saltwater Park Earth Day Celebration
- Des Moines Creek Trail Baby Coho Release
- International Sculpture Day
- SR3 Open House
- Riot Games Tech Summit
- Welcome New Businesses in Des Moines
- King County Library System
- Emana NW Community Center
- Happy Mother's Day

NEXT MEETING DATE

May 22, 2025 City Council Regular Meeting

ADJOURNMENT

Direction/Action

Motion made by Councilmember JC Harris to adjourn the meeting;
seconded by Deputy Mayor Harry Steinmetz.
Motion passed 7-0.

The meeting adjourned at 9:06 p.m.