

MINUTES

DES MOINES CITY COUNCIL
REGULAR MEETING
City Council Chambers
21630 11th Avenue S, Suite C
Des Moines, Washington
Thursday, May 22, 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 Gene Achziger.

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; City Prosecutor Tara Vaughn; Finance Director Jeff Friend; Public Works Director Michael Slevin; Police Chief Ted Boe; Assistant Chief Cory Stanton; Director of Administrative Services Bonnie Wilkins; Harbormaster Scott Wilkins; Assistant City Attorney Matt Hutchins; IT Director Chris Pauk; City Engineer Tommy Owen; and City Clerk Taria Keane

PROCLAMATIONS

NATIONAL PUBLIC WORKS WEEK PROCLAMATION

Direction/Action

Motion made by Councilmember Jeremy Nutting; seconded by Deputy Mayor Harry Steinmetz.

Motion passed 7-0.

Mayor Traci Buxton read the National Public Works Week Proclamation into the record.

LGBTQIA+ PRIDE MONTH PROCLAMATION

Direction/Action

Motion made by Councilmember Yoshiko Grace Matsui; seconded by Deputy Mayor Harry Steinmetz.
Motion passed 7-0.

Councilmember Yoshiko Grace Matsui read the Proclamation recognizing June as LGBTQIA+ Pride Month into the record.

CORRESPONDENCE NOT PREVIOUSLY RECEIVED BY COUNCIL

- No additional correspondence was received beyond the emails already provided to Council.

COMMENTS FROM THE PUBLIC

- Jo Schadt, Marina Development
- Jim Lampariello, Marina Development
- Kelleen Silveira, Marina Steps
- Kyrja Rose, Marina Steps
- Lloyd Lytle, Marina Steps

REGIONAL COMMITTEE REPORT

- SOUND CITIES ASSOCIATION PUBLIC ISSUES COMMITTEE
 - Deputy Mayor Harry Steinmetz provided an update on the recent Sound Cities Association Public Issues Committee Meeting held on May 14, 2025.
- REGIONAL TRANSIT COMMITTEE ADVISORY
 - Councilmember JC Harris provided an update on the recent Regional Transit Committee Advisory Committee Meeting held on May 21, 2025.

CITY MANAGER REPORT/PRESENTATIONS/BRIEFINGS

Item 1: PET LICENSING PROGRAM PRESENTATION

Chief Ted Boe, Assistant Chief Cory Stanton, and Michael Lambert from DocuPet gave a PowerPoint Presentation to Council on pet licensing.

- Item 2: CAPITAL PROJECTS UPDATE (MARINA STEPS, REDONDO PIER, MEMORIAL TRIANGLE)

Public Works Director Mike Slevin gave Council a PowerPoint Presentation on Marina Steps, Redondo Pier, and Memorial Triangle.

CONSENT AGENDA

- Item 1: APPROVAL OF VOUCHERS

Motion: To approve the payment vouchers through May 8, 2025, and payroll transfers through May 5, 2025 in the attached list and further described as follows:

Payment Type		Voucher/Check Numbers	Amount
EFT Vendor Payments	#	11777–11850	\$ 373,402.91
Wires	#	2945–2966	\$ 815,922.72
Accounts Payable Checks	#	166724–166762	\$ 149,991.21
Payroll Voided Advice	#	166648, 166694	\$ (8,051.02)
Payroll Checks	#	19940–199445	\$ 4,693.54
Payroll Advice	#	13445–13607	\$ 494,801.30
Total Checks and Wires for A/P & Payroll:			\$1,830,760.66

- Item 2: APPROVAL OF MINUTES

Motion: To approve the minutes from the City Council Regular Meetings held on April 10, 2025 and on April 24, 2025.

- Item 3: DRAFT ORDINANCE 25-020 ALARM SYSTEMS AND FALSE ALARMS

Motion: To enact Draft Ordinance No. 25-020, amending chapter 9.10 DMMC, Alarm Systems and False Alarms.

- Item 4: LAKEHAVEN UTILITY DISTRICT FRANCHISE UPDATE AND EXTENSION – 2ND READING

Motion: To pass Draft Ordinance 25-037 granting a franchise agreement to Lakehaven Water and Sewer District.

- Item 5: INTERLOCAL AGREEMENT - BARNES CREEK TRAIL/SOUTH 240TH STREET IMPROVEMENTS PROJECT

Motion: To approve the Interlocal Agreement with Highline Water District for the Barnes Creek Trail/South 240th Street Improvements Project and further authorize the City Manager to sign said Interlocal Agreement substantially in the form as submitted.

- Item 6: PUBLIC DEFENSE SERVICES CONTRACT EXTENSION

Regular Meeting Minutes
May 22, 2025

Motion: To approve the contract extension with Stewart MacNichols Harmell, Inc. P.S. for indigent public defense services for the period June 1, 2025 through May 31, 2027.

Direction/Action

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

Councilmember JC Harris pulled Consent Agenda Item #4.

The remainder of the Consent Agenda passed 7-0.

Council discussed Consent Agenda Item #4.

Motion made by Councilmember Jeremy Nutting to approve Consent Agenda Item #4 as read; seconded by Councilmember Matt Mahoney. Motion passed 4-3.

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

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

UNFINISHED BUSINESS

Item 1: DISCUSSION ON APPOINTIVE COMMITTEE REORGANIZATION

Direction/Action

Motion made by Deputy Mayor Harry Steinmetz to approve option A as modified; seconded by Councilmember Jeremy Nutting.

The Motion passed 6-0-1.

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

Abstained: Councilmember JC Harris.

Item 2: PROTOCOL MANUAL REVIEW

Direction/Action

Motion made by Deputy Mayor Harry Steinmetz to move the discussion of the Protocol Manual to the June 05, 2025 Study Session; seconded by Councilmember Yoshiko Grace Matsui.
Motion passed 7-0.

EXECUTIVE SESSION

The Special Meeting was called to order by Mayor Traci Buxton at 8:33 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; Public Works Director Michael Slevin; City Engineer Tommy Owen

The purpose of the Special Meeting was to hold an Executive Session to discuss potential litigation under RCW 42.30.110 (1)(i). The Executive Session was expected to last 20 minutes.

No formal action was taken. The Executive Session lasted 20 minutes.

The meeting adjourned at 8:53 p.m.

NEXT MEETING DATE

June 05, 2025 City Council Study Session

ADJOURNMENT

Direction/Action

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

The meeting adjourned at 8:56 p.m.