AGENDA
DES MOINES CITY COUNCIL
STUDY SESSION

City Council Chambers
21630 11th Avenue S, Suite C
Des Moines, Washington
Thursday, December 3, 2026 - 5:00 PM

CITY COUNCIL COMMITTEE OF THE WHOLE

5:00 p.m. - 5:50 p.m.

CALL TO ORDER

ROLL CALL

COMMITTEE OF THE WHOLE ITEMS

Item 1. **Police Chaplaincy, A New Model of Service** – 20 Minutes
Staff Presentation: Police Chief Ted Boe

Item 2. **First Quarter 2027 City Work Plan Update** – 15 Minutes
Staff Presentation: City Manager Katherine Caffrey

CITY COUNCIL STUDY SESSION

6:00 p.m. - 10:00 p.m.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

COMMENTS FROM THE PUBLIC

Comments from the public must be limited to the items of business on the Study Session Agenda. Please sign in prior to the meeting and limit your comments to three (3) minutes.

DISCUSSION ITEMS

Item 1. **Discussion on a Multi-Family Tax Exemption Program** – 50 Minutes
Presentation: Legislative Advocate Anthony Hemstad
Motion: "I move to refer the Multi-Family Tax Exemption (MFTE) program to the Planning Commission for review and recommendations, and to direct staff to return to Council with the Commission's recommendations."

OR

Motion: "I move to direct staff to prepare a Draft Ordinance reinstating a Multi-Family Tax Exemption (MFTE) program and to return the Draft Ordinance to Council for further consideration."

Item 2. **Code Enforcement Annual Report and Introduction of New Team Member** – 40 Minutes
Staff Presentation: Police Chief Ted Boe

EXECUTIVE SESSION

Potential Litigation under RCW 42.30.110(1)(i) – 30 Minutes Performance of a Public Employee RCW 42.30.110(1)(g) – 30 Minutes

NEXT MEETING DATE

December 10, 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 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 Item

All PowerPoint presentations included in this agenda packet are considered drafts until reviewed and/or approved by the City Council.

City Council
AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: **Police Chaplaincy, A New Model of Service**

ATTACHMENTS:
1. Police Chaplaincy, A New Model of Service PowerPoint

FOR AGENDA OF:
December 3, 2026

DEPT OF ORIGIN:
Police

DATE SUBMITTED:
November 10, 2026

CLEARANCES:
Police

Purpose and Recommendation

The purpose of this agenda item is to provide the City Council and the public with a presentation on the implementation and modernization of the Des Moines Police Department chaplaincy program.

This item is for informational purposes only. No Council action is required.

Strategic Plan Priority

Public Safety: Recruit and retain public safety personnel to align police staffing with service needs.

Background

Since 2024, Police Department leadership has focused on improving processes in both operations and employee wellness. One area identified for improvement was response and recovery after crisis and trauma, both in the community and within the Department.

The Des Moines Police Department has had a police chaplaincy program for more than twenty years. In recent years, the program declined as longtime chaplains aged or moved away. In 2025, Police Command Staff and the Department's lead chaplain worked together to put a new chaplaincy model in place and recruit new members to the team.

Establishing and expanding the police chaplaincy model is a Public Safety initiative in the City's 2026 Strategic Plan, under the broader strategy of aligning police staffing with

service needs.

This presentation introduces the chaplaincy model now being piloted in Des Moines, which the City hopes to expand to other municipalities in the future.

Financial Impact
Less than $5000 per year.



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Police Chaplaincy, A New Model of Service

Tonight’s Presentation

- Introduction of Des Moines PD Chaplain Volunteers
- Traditional Chaplain Roles
- The Vision for New Model
- The Des Moines Pilot
- Second Responder, Non-Profit
- Questions

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Meet the Team

- Joe Cotton, Lead Chaplain
  - WSP, District 2
- Sue Cross, Chaplain
  - Auburn PD
  - South King Fire
- Kathy Muth, Chaplain
  - South King Fire
- Frank DiGirolamo, Chaplain in Training
  - Operation Nightwatch

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Traditional Chaplain Roles

- Non-Denominational: Skilled in Stress Management, Coping Tools and Spirituality as Guided by the Community Member or Officer
- On Call Service
- Availability Limited to Post Incident Call from Dispatch
- Primarily Focused on Death Notification
  - Unexpected Deaths in Home
  - Fatal Accidents
  - Out of Area Death, Family Notifications
- Ride Along with Officers Upon Occasion
- Limited Community Engagement
- Critical Incident Stress Debriefing Support
- Rarely In Police Station

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Vision for New Model

- In Addition to Services in Traditional Models…
- Chaplain is Integrated in Police Patrol Operations
- Chaplain has Their Own Car, Radio and Call Sign
- Chaplain is Part of the Team and Does “Shift Work”
- Chaplain Focuses on Crisis Response and Stabilization
  - Crisis is in the Eye of the Person Experiencing
  - Trauma is Different for Everyone
  - Normalize the Reaction to Abnormal Incident
  - Youth Trauma, Family Dynamics and Parent Notification
- Chaplain is a Stress Management and Recovery Tool for Both Employees and Public
- Does Not Replace Mental Health Co-Responder but Can Supplement

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The Des Moines Pilot

- Community and Officer Wellness Are Both Focal Points in This Model
- Restripe Old Patrol Car
  - Stocked with Water, Snacks, Socks, Female Hygiene, etc
  - Teddy Bears
  - Resource Pamphlets
- Clear Role Identification Clothing - Non-Uniform
- Radio Call Signs and Training
- Background Investigations
- Respond to Dispatched Calls
  - PD Respond First and Make Scene Safe
  - Chaplain Waits for Invitation from Officers
  - Voluntary Engagement from Community Members
  - Follow up Services Referred to Third Party or As Requested
- Officer Check in’s and Office Hours Availability

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Second Responder

- 501c3 formed in 2025
- Chaplain Cotton and Chief are Among Board Members
- Grant and Community Donations
- Long-Term Vision
  - Professional Certified Chaplains
  - Non-Profit Pays for Services Through Private Funding
  - No Cost to Small Agencies Other Than “Hosting”
  - Remove Barriers to Community and Officer Wellness

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City Council
AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: **First Quarter 2027 City Work Plan Update**

ATTACHMENTS:
1. First Quarter 2027 City Work Plan Update PowerPoint

FOR AGENDA OF:
December 3, 2026

DEPT OF ORIGIN:
Administration

DATE SUBMITTED:
November 20, 2026

CLEARANCES:

Purpose and Recommendation
This item gives the City Council a high-level look at the City's anticipated work plan for the first quarter of 2027 (January–March). No action is requested. Staff welcomes Council questions and feedback.

Strategic Plan Priority
Organizational Excellence

Background
In June 2026, the City Council adopted Charting Our Course, the City's first strategic plan. The plan sets six focus areas: Economic Vitality, Financial Stability, Public Safety, Engaged and Thriving Community, Natural and Built Environment, and Organizational Excellence.

The Q1 2027 work plan is organized by these six focus areas. It includes Strategic Plan priorities and other key City initiatives.

Discussion
The attached presentation outlines the special projects and programs staff expects to advance in Q1. It also highlights upcoming items that will need Council input, direction or action, so Council can see what's coming in the months ahead.

A few points to keep in mind:

- **It focuses on special projects and programs.** It does not reflect the day-to-day services and operations that make up most of the City's work.
- **It is a working draft.** Priorities, timelines and items may change as work moves forward and new needs come up.
- **It is a first step toward regular reporting.** Developing a performance measurement framework is part of the 2027 work plan. Over time, this will support more consistent updates to Council on Strategic Plan progress.



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FIRST QUARTER 2027 WORK PLAN

CHARTING OUR COURSE
DES MOINES

Purpose

- Purpose is to give Council a high-level look at what's ahead
- Focused around key initiatives from Strategic Plan + items required by law or other special projects
- Does not reflect the day to day services and operations that are foundation of the work the City does
- Focus on items that will go before Council or are focused on Council's role

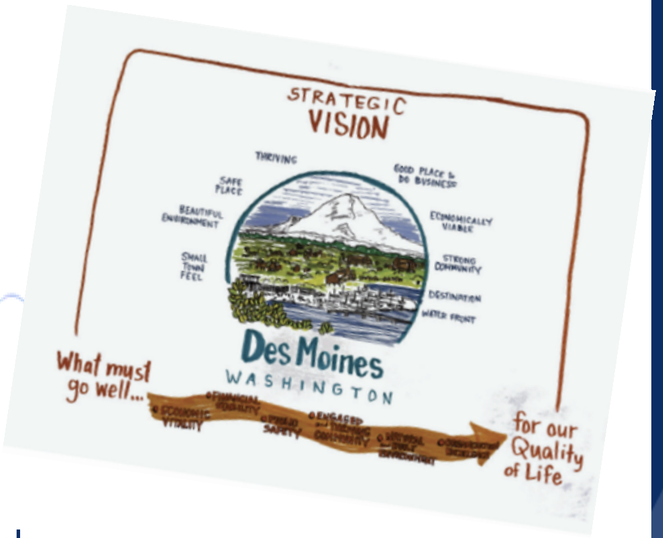
Economic Vitality



- Begin development of a **“Shop Local”** marketing campaign
- Draft and issue **RFP for Marina Master Plan**
- Procure and hire firm for public engagement and code writing for downtown **Zoning Code**
- Complete **MFTE** Analysis and identify next steps*
- Continue work to deploy new **permitting software**
- **Code Enforcement** focus areas
- Next steps on **Vacant Commercial Building** program
- **Development Agreement ordinance**

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Financial Stability



- Launch a staff Ad Hoc **Budget Committee**
- Strengthen **internal financial monitoring** and reporting, including a new financial dashboard for internal use
- Complete the **utility franchise agreements**
- Complete the **updated Purchasing Policy**
- **Align grant pursuits** with City projects and focus areas
- Implement **new revenue measures**

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Public Safety



- Draft and issue **RFP for Police Staffing and Workload Study**
- Prepare for and participate in **WASPC on-site accreditation** inspections and interviews
- Complete and dedicate **short-term animal kennels**
- Complete 24-hour State **LETSCA Officer Training** (patrol tactics)
- Implement a four-week **post Academy Training program,** focused on increasing field training success and retention
- Complete and present Nelson/Nygaard **Redondo Safety Study**

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Engaged and Thriving Community

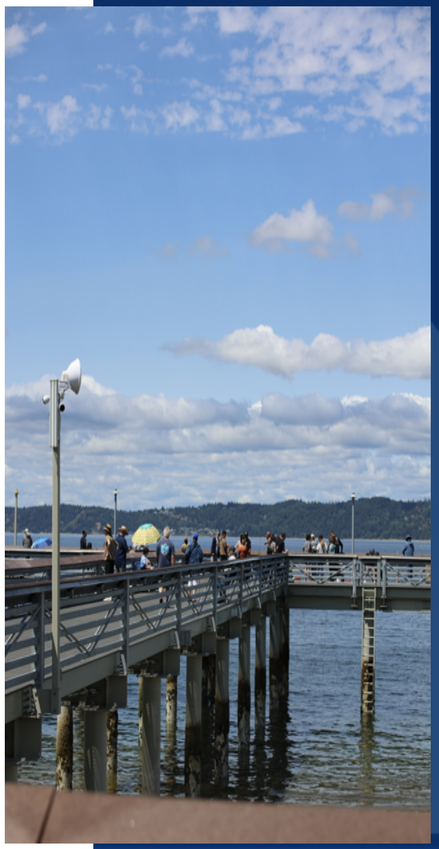


- Award **contract for Parks and Rec Master Plan**
- Develop and issue **RFP for Human Services Needs Assessment**
- Determine and implement **Public Art plan for Marina Steps**
- Update **STEP housing ordinance** including community engagement



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Natural and Built Environment

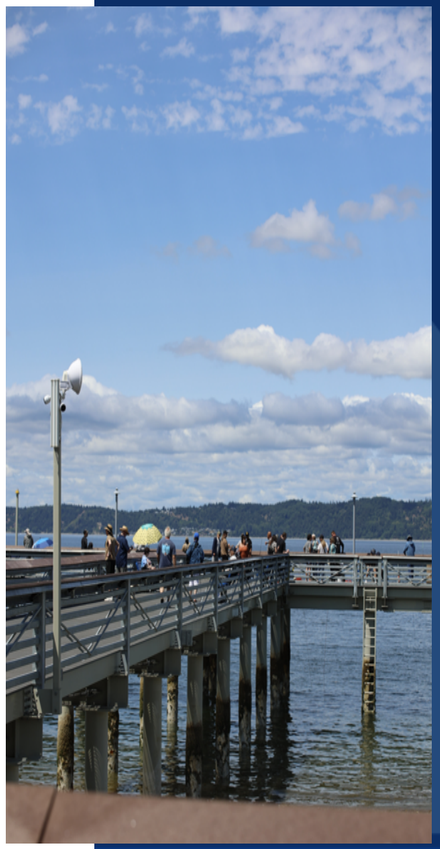


- Marina: Onboard contract **project manager for south seawall** and pedestrian esplanade design
- Continue regional **airport impact advocacy**
- Launch **Tree Canopy Preservation** program
- Deploy additional **recycling** in City parks
- Transportation projects:
  - Complete **S. 240th St**. and begin next phase
  - Final design and contract for **223rd St. sidewalks**
  - Apply for **design grants for Cliff Avenue & Redondo bulkhead**
  - Begin design for **raised crosswalks** in Redondo
  - **North Hill Safe Route to Schools** project*

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Natural and Built Environment

- Update of **Critical Area Ordinance** (PC Q1, CC Q1/2)
- **Development Standards for Trees** Ordinance
- Award contract for and begin **maintenance plans for City facilities and vehicles**
- Begin exploration of **sidewalk gap program**

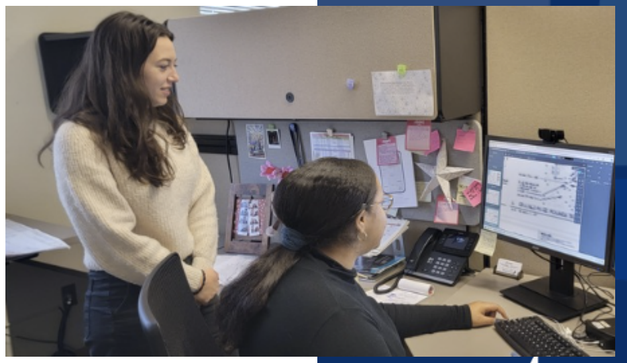


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Organizational Excellence

- City Council **Retreat: Feb 26 & 27**
- **Councilmember vacancy appointment**
- Fill and **onboard key positions**:
  - Parks and Rec Director
  - Communications Manager
  - Permit Services Manager
- **Harbormaster recruitment** and hiring
- Identify and develop plan for **customer service training**
- Build a **progress tracking system** for the Strategic Plan implementation
- Begin assessment of **health insurance benefits**





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Questions?


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City Council
AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: **Discussion on a Multi-Family Tax Exemption Program**

ATTACHMENTS:
1. WA Commerce Factsheet - What is MFTE

FOR AGENDA OF:
December 3, 2026

DEPT OF ORIGIN:
Administration

DATE SUBMITTED:
November 25, 2026

CLEARANCES:

Purpose and Recommendation
The purpose of this agenda item is to continue Council's review of the Multi-Family Tax Exemption (MFTE) program and to determine whether Council wishes to consider establishing the program in Des Moines. This is Council's second discussion of MFTE. If Council wishes to continue considering this policy, it may either refer the matter to the Planning Commission or direct staff to return to Council with a Draft Ordinance.

Motion: "I move to refer the Multi-Family Tax Exemption (MFTE) program to the Planning Commission for review and recommendations, and to direct staff to return to Council with the Commission's recommendations."

OR

Motion: "I move to direct staff to prepare a Draft Ordinance reinstating a Multi-Family Tax Exemption (MFTE) program and to return the Draft Ordinance to Council for further consideration."

Strategic Plan Priority
Economic Vitality, Financial Stability

Background
On September 24, 2026, the City Council received its first briefing on the Multi-Family Tax Exemption (MFTE) program. Council asked to see the program again before deciding whether to refer it to the Planning Commission and, if so, whether the

Commission should focus on particular parts of the program. This item also reviews how the property tax system works in Washington State and how the MFTE tax shift works in King County.

The City established its first MFTE program on March 26, 2009, through Ordinance No. 1457, adopted under Chapter 84.14 RCW and codified at Chapter 3.96 of the Des Moines Municipal Code (DMMC). The program's Residential Targeted Areas covered portions of the Marina District and the Pacific Highway corridor. The ordinance included a sunset provision under DMMC 3.96.040(2): the exemption was available for three thousand units or ten years, whichever came first. The unit limit was not reached, so the program expired on its own terms on March 26, 2019, and no Council action was needed to end it. The City has not had an active program for about seven years. Any new program would need to be established by a new ordinance.

Discussion

How the Program Works

- **What is exempt.** Chapter 84.14 RCW allows cities to offer a temporary property tax exemption on the value of new residential improvements in qualifying multifamily projects. Land and any non-residential space, such as commercial space in a mixed-use building, stay fully taxable.
- **Where it applies.** A city must designate one or more Residential Targeted Areas. Cities have wide latitude in drawing these areas. They commonly choose downtowns, transit corridors, and redevelopment areas, and a city may designate its entire jurisdiction. Eligible projects are new construction or rehabilitation of multifamily housing with four or more units.
- **Exemption terms.** State law authorizes three terms:
    - *Eight-year:* No affordability requirement. It is intended to stimulate market-rate housing production.
    - *Twelve-year:* Requires that a share of units, commonly twenty percent, be affordable to low- and moderate-income households. This secures income-restricted units without direct City subsidy.
    - *Twenty-year:* Authorized in 2021 through Senate Bill 5287 to support permanently affordable homeownership. At least twenty-five percent of units must be built by or sold to a qualified nonprofit organization or local government that ensures permanent affordability. Those units must be sold to households earning no more than eighty percent of area median income. The remaining units may be rented or sold at market rates.
- **Closing window.** Under state law, no new exemptions may be approved on or after January 1, 2032, and no extensions may be granted on or after January 1, 2046.
- **Administration.** The City would review applications, issue conditional and final certificates, coordinate with the King County Assessor, and report annually to the Washington State Department of Commerce. The twelve- and twenty-year terms require income and affordability verification for the life of each exemption, and recent legislation has expanded reporting requirements. A program limited to the

eight-year term would carry the lightest administrative load.

Tax Shift and Levy Growth

The exemption shifts property taxes rather than eliminating them. Washington's property tax system is levy-based: each taxing district collects a set dollar amount rather than applying a fixed rate to assessed value. During the exemption term, the value of exempt improvements is recorded but not taxed, so each district's levy is spread across the remaining tax base, and other property owners pay a proportionally larger share. The City, King County, fire districts, school districts, and other taxing districts continue to receive their full levy amounts.

A separate open question is how exempt improvements are treated as new construction value under the levy limit in Chapter 84.55 RCW. Depending on that treatment, the City may or may not realize levy growth from a participating project during the exemption period. Staff would confirm this with the King County Assessor and the Finance Director and include it in any fiscal modeling brought back to Council.

Considerations in Favor

- **Housing production and redevelopment.** The exemption is meant to make projects feasible where rents are approaching, but do not yet support, the cost of new construction. In Des Moines, it could apply in the Downtown and Marina District and along the Pacific Highway corridor, where redevelopment potential exists but multifamily construction has been limited. Council has expressed interest in more density in these areas to grow the tax base and strengthen local businesses.
- **Mixed-use and transit-oriented development.** Jurisdictions across the region use the exemption near transit stations and commercial centers. With regional transportation investments underway, the tool could help align private development with the City's planning goals.
- **No City expenditure.** The incentive is delivered through the property tax system, not through City funds. It requires no capital contribution, loan, or fee waiver. The twelve- and twenty-year terms also allow the City to secure affordable units without a City outlay. Washington cities have few economic development tools, and this is one of them.
- **Regional consistency.** Several neighboring cities offer the exemption. Fiscal and market analysis could help determine whether its absence puts Des Moines at a competitive disadvantage for multifamily investment.

Considerations Against and Open Questions

- **Tax shift.** Cities that have adopted programs generally view the shift as modest for any one taxpayer and temporary, since the property returns to the full tax rolls when the term ends and the improvements may not have been built without the incentive. Cities that have declined or narrowed their programs point to the difficulty of proving the development would not have happened anyway, the

length of the commitment, and the fact that the shift falls on existing residents, including those on fixed incomes, who receive no offsetting benefit. Fiscal modeling specific to Des Moines would give Council a firmer basis for judgment.
- **Uncertain effect on development.** The exemption works best in emerging markets. In weaker markets, it may not be enough to make a project feasible. In strong markets, it may reduce taxes on projects that would have gone forward regardless. Whether the exemption produces units that would not otherwise be built is the central open question.
- **Administrative capacity.** The administrative commitment depends largely on which exemption terms Council chooses to offer.
- **Prior experience.** Use of the City's program from 2009 to 2019 is not currently documented. Staff would need to research the record before Council could judge whether a new program would perform differently, or what market or regulatory conditions would need to change.

Regional Comparison

- **SeaTac:** Uses the exemption in its urban center and airport station area, where it has supported multiple mid-rise projects.
- **Kent:** Applies the exemption in downtown and transit-adjacent areas, alongside zoning changes that encourage higher density and mixed-use redevelopment.
- **Burien:** Offers exemptions for both market-rate and affordable housing, with affordability requirements attached to its twelve-year exemption.
- **Federal Way:** Applies the exemption near its downtown and light rail station to attract higher-density multifamily projects.
- **Bremerton:** Adopted a program in 2016 and later narrowed it to the eight-year exemption only, eliminating the twelve- and twenty-year exemptions and the twelve-year extension.

Programs also differ in whether they impose affordability requirements beyond the state minimums.

Alternatives

1. **Refer MFTE to the Planning Commission.** Council may refer the program to the Planning Commission for review and recommendations. Council can leave the review open-ended or give direction on the policy questions below.
2. **Direct staff to prepare a draft ordinance for Council.** Council may consider the program directly, without Planning Commission review.
3. **Take no further action.** Council may end consideration of MFTE at this time. No motion is required.

Policy Questions for Council Direction

If Council chooses Alternative 1 or 2, staff seeks direction on the following:

- **Exemption term.** Given the goals of revitalizing downtown and strengthening the Pacific Highway corridor, should the work focus on the eight-year exemption? The twelve- and twenty-year terms would deliver fewer market-rate units per project and carry greater administrative obligations.
- **Geographic scope.** Should a Residential Targeted Area be concentrated in the Downtown and Marina District, where density would most directly support existing businesses, or extend to the Pacific Highway corridor and other areas?
- **Conditions on participation.** Beyond state minimums, should the City attach conditions tied to its economic development goals, such as ground-floor commercial space, minimum densities, or unit mix? Should the program include an affordability component, and if so, at what level?

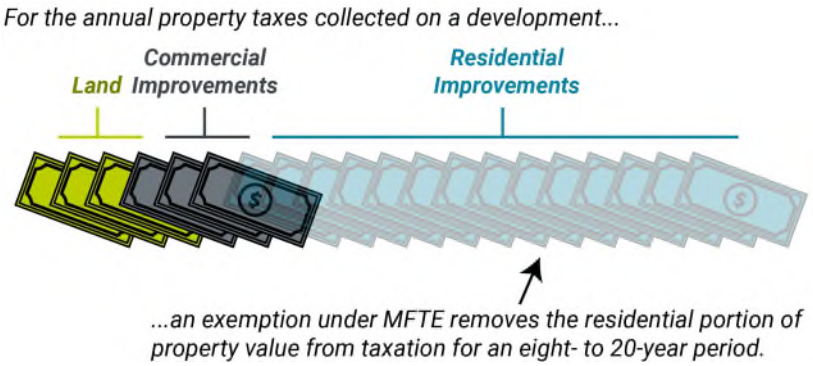
GROWTH MANAGEMENT SERVICES

SHORT GUIDE FOR COUNCILS AND STAKEHOLDERS

What is MFTE?

MFTE (Multifamily Housing Tax Exemption) programs are property tax waiver programs enacted by cities and counties to support local housing goals. Under Chapter 84.14 RCW, local governments can give exemptions for new construction, conversion, and rehabilitation of multifamily residential improvements with at least four units.

Under these exemptions, a property owner does not have to pay property taxes on the **residential improvements** for a given number of years. The property owner still pays tax on the land and on non-residential improvements like the commercial portion of a mixed-use building.



Advantages

- Cities and counties can give **financial incentives** to meet housing goals without the need for direct funding. This can support affordable housing but can also incentivize market-rate housing in a way that complies with state constitutional requirements.
- Requirements in state law can be **flexible** and let cities and counties **tailor programs to meet policies**. Some programs consider on-site improvements, building requirements, or mandates for services.
- MFTEs are **commonly used by developers** across Washington, who are often familiar with how they operate and how to use them with projects.



Who Uses MFTE?

More than 50 communities in Washington have active MFTE programs.

Over 61,000 new housing units have been constructed using this program. **Over 11,000 of those units were rent- and income-restricted affordable housing.**

Commerce provides support to local jurisdictions implementing, administering and making changes to their MFTE programs.

You can always find the latest information from Commerce at commerce.wa.gov/mfte.

Agency contact:

Katherine Mitchell
MFTE PROGRAM MANAGER

Growth Management Services
katherine.mitchell@commerce.wa.gov
Phone: 360-725-2651

Washington State Department of Commerce

We strengthen communities

Types of MFTE

MFTE programs are usually divided according to the length of the program:

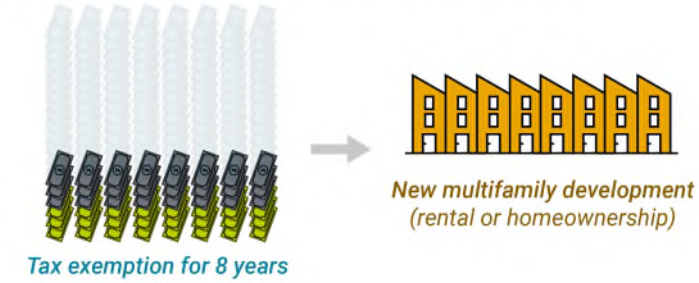
For an **8-year** MFTE program, there are no requirements for affordable housing, although some cities provide their own requirements. Many communities use this to promote **market-rate housing construction** in neighborhoods where new housing investment is needed.

A **12-year** MFTE program must set aside at least 20% of housing units for **low-** and **moderate-income** households. Under the statute, household income is based on Area Median Income (AMI), with households with incomes at 80% of AMI or less considered "low income", and households at 115% of AMI or lower "moderate income". This MFTE is used for providing **affordable rental housing options**, including choices in market-rate private housing projects.

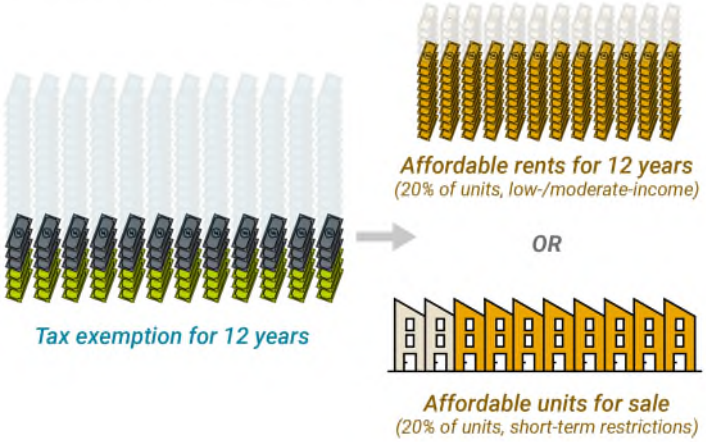
A **20-year** MFTE program requires that 25% of units be sold as permanent affordable housing for households at 80% AMI or below, with a nonprofit or government agency sponsoring the sale and restrictions in place for resale to ensure long-term affordability. This is a new option implemented in 2021 and is intended to be used to encourage **affordable housing homeownership**. There is an option for permanent affordable rentals (20% of units for 99 years at 80% AMI or less) but a deadline for passing this program restricts new programs.

Note that communities can also choose to impose higher affordability requirements and include other requirements for MFTE projects as well.

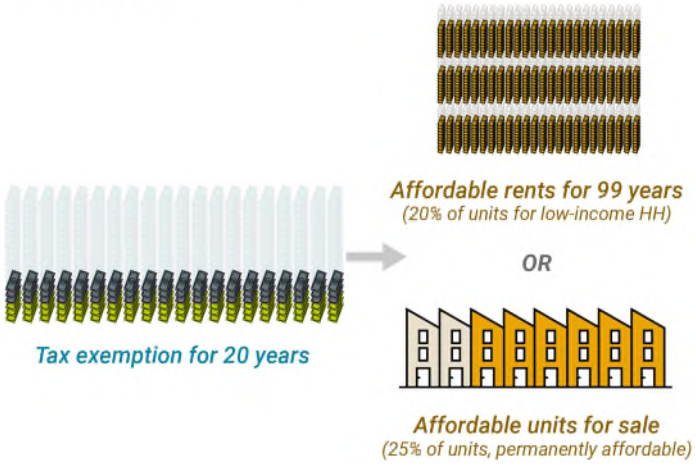
For an 8-year MFTE... tax exemptions are provided as a general incentive for new residential investment.



For a 12-year MFTE... tax exemptions are provided in exchange for at least 20% of units being set aside as affordable for 12 years (rentals or units for sale).



For a 20-year MFTE... tax exemptions are provided in exchange for permanently affordable rental housing / homeownership.



Considerations

- MFTEs can result in either a **loss of tax revenue** to the community, or a **tax shift** where other property owners will pay more in taxes.
- MFTE programs **require staff time** to conduct regular monitoring, oversight, and reporting.
- Regular updates can be necessary to make sure the program provides a **sufficient incentive to maximize public benefits**.

City Council
AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: **Code Enforcement Annual Report and Introduction of New Team Member**

ATTACHMENTS:
1. Code Enforcement Annual Report and Introduction of New Team Member PowerPoint

FOR AGENDA OF:
December 3, 2026

DEPT OF ORIGIN:
Police

DATE SUBMITTED:
November 18, 2026

CLEARANCES:
City Clerk
Police
Finance

Purpose and Recommendation

The purpose of this agenda item is to provide the City Council with a presentation from Code Enforcement. The presentation includes two parts:

- **Code Enforcement Annual Report:** A summary of current Code Enforcement work in support of planning, development, and public safety.
- **Introduction of New Code Enforcement Officer:** In October 2026, the City hired Angelina Villalovos as its second Code Enforcement Officer.

This item is for informational purposes only. No Council action is required.

Strategic Plan Priority

Charting our Course: Economic Vitality and Public Safety

Background

The City's Code Enforcement Officer gives the City Council an annual report on enforcement efforts, key successes, and challenges. Code Enforcement is assigned to the Police Department, but its work is closely tied to other City departments, particularly planning, building, and permitting.

Past annual reports have noted a very high Code Enforcement caseload. Because of it, the work has been mostly reactive, responding to complaints, with limited capacity for

proactive enforcement.

In 2026, the City authorized a two-year, limited-term Code Enforcement Officer position, focused primarily on building issues. The added capacity is expected to bring the caseload down to a manageable level. Staff will also ask for Council support to begin proactive code enforcement in the downtown core. This work would focus on code requirements that make downtown more attractive to businesses and that support Crime Prevention Through Environmental Design (CPTED) and Broken Windows Theory approaches to public safety.

Discussion

Code Enforcement's caseload continues to exceed what the unit can handle. The new limited-term position will help bring the caseload to a manageable level, but most staff time will still go to responding to complaints, and capacity for proactive work will stay limited. Staff is asking for Council direction on where to focus that limited proactive capacity.

Staff recommends focusing proactive code enforcement in the downtown core, on code requirements that support business development and public safety. This approach supports two focus areas in the City's strategic plan adopted in June 2026:

- **Economic Vitality:** A clean, well-kept downtown is more attractive to businesses, customers, and investors. It also supports the City's broader work to revitalize downtown.
- **Public Safety:** Under Crime Prevention Through Environmental Design (CPTED) principles, spaces that are well kept, well lit, and visibly cared for discourage crime and help people feel safer.

Proactive work in the downtown core may focus on issues such as property maintenance, graffiti, litter and debris, sign standards, overgrown vegetation, and vacant or deteriorating storefronts.

Focusing proactive work on one area involves trade-offs. Any proactive time spent downtown is time not available elsewhere in the city. Responding to complaints will remain the unit's first priority citywide, and proactive work will be scheduled around that. Staff will report on the results of the downtown focus in the next annual report.

Staff requests Council feedback on:

- Whether the proposed downtown focus reflects Council priorities
- Whether other areas or code issues should be considered for proactive enforcement

Financial Impact

The additional FTE is funded outside the General Fund, utilizing planning dollars to support a 2-year limited term position.



Code Enforcement Annual Report and Introduction of New Team Member

December 3, 2026

History

- Hired in 2007 as a **Community Service Officer (CSO)**

- **Two CSOs** under Police Department
  - Crime Prevention
  - Community Engagement
  - Patrol Support
  - Animal Control Support
  - Parking Enforcement
  - “Other Duties As Assigned”

- **One Code Enforcement Officer** under Admin



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History (cont.)

- 2016 **Budget Cost Saving Strategy**
  Code Enforcement Officer position **eliminated**
  CSOs assumed nuisance Code Enforcement **duties**
  Community Development took lead on their cases

- 2018 Kory Took Lead on Code Enforcement

- **Backlog** of Complex Community Development Cases

- Building Inspectors Managing Caseload

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Our Philosophy

- Voluntary Compliance Vs. Prosecution of Violations
- Prioritize Life Safety Issues
- “Primarily” Complaint Based
- Specific emphasis areas if time allows:
  - Pacific Ridge
  - Marina
  - Pacific Highway Corridor

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Why Code Enforcement Matters

- Life Safety
- Crime Prevention
- Economic Development
- Quality of Life
- Property Values

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Workload (YTD)

634
New Cases

646
Resolved Cases

153
Open Cases

18 Condemnation Notices
31 Stop Work Orders
11 Notice of Violations
$22,059 in Civil Infractions







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Top Issues

- Building Violations
- Graffiti
- Garbage / Illegal Dumping
- Overgrown Vegetation / Property Maintenance
- Land Use / Business Licensing







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New Code Enforcement Officer

- **Angie Villalovos**
  Superior Court Clerk
  Federal Way Code Enforcement
  King County Sheriff Evidence Technician
  King County Code Enforcement

- Limited **Two-Year Term** Position

- Focus on Community Development Cases

- Will Allow For:
  More Focused/**Proactive Emphasis Areas**
  Quicker Response to Complaints
  Reduction in Open Cases



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2027 Downtown Initiative

- **Strategic Plan - Economic Vitality**
  - Revitalize downtown
  - Great place for business investment

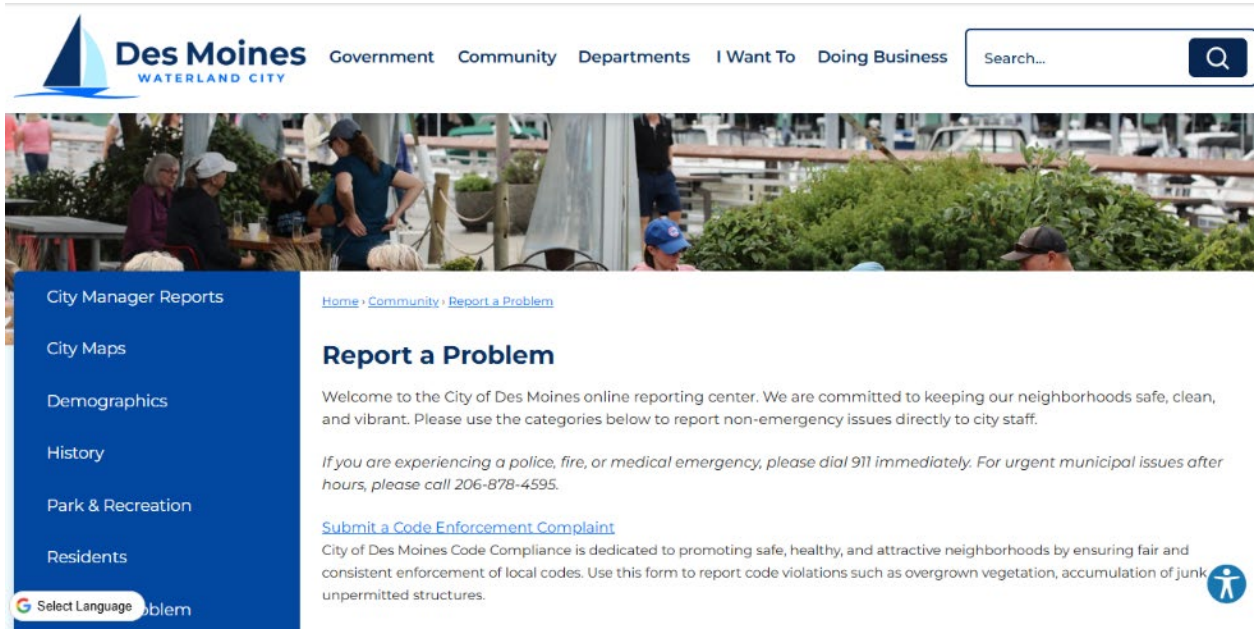
- **Proposed Downtown Proactive Emphasis**
  - Letter to business and property owners
  - Proactive identification of code violations
  - More comprehensive look
  - Quicker enforcement action
  - Escalated enforcement for repeat violations
  - Seeking Council Support

- **Code Modernization**

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Questions?

www.desmoineswa.gov/reports



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