Des Moines
WATERLAND CITY

AGENDA
DES MOINES CITY COUNCIL
REGULAR MEETING

City Council Chambers
21630 11th Avenue S, Suite C
Des Moines, Washington
Thursday, November 12, 2026 - 6:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

CORRESPONDENCE NOT PREVIOUSLY RECEIVED BY COUNCIL

COMMENTS FROM THE PUBLIC

REGIONAL COMMITTEE REPORT

CITY MANAGER REPORT/PRESENTATIONS/BRIEFINGS

Item 1. **Presentation from Small Business Development Center** – 15 Minutes

CONSENT AGENDA

Item 1. **Approval of Vouchers**
Motion: "I move to approve the payment vouchers through October 28, 2026 in the attached list and further described as follows:"

EFT Vendor Payments	#14396 - #14461	$ 1,621,541.92
Wires	#3465 - #3476	$ 534,685.71
Accounts Payable Checks	#167788 - #167818	$ 287,578.82
Voided Checks for Unclaimed Property Sent to Dept. of Revenue		-$ 1,561.88

Total Checks and Wires for A/P:	$ 2,442,244.57

Item 2. **Square Footage Tax Ordinance Update - 2nd Reading**
Motion: "I move to enact Draft Ordinance No. 26-109, amending the City's square footage tax."

Item 3. **ILA Amendment with Normandy Park for Prosecution Services**
Motion: "I move to approve amendment #2 to the Interlocal Agreement with Normandy Park for prosecution services, adding traffic infraction and animal cases and increasing the monthly rate to reflect the increased costs, and authorize the City Manager to sign the Agreement substantially in the form as attached."

Item 4. **City Custodial Services Contract Addendum**
Motion: "I move to approve the City Custodial Services Contract Addendum with Facility Maintenance Contractors (FMC), adding the daily cleaning of the Redondo Beach Public Restrooms as Exhibit O beginning on January 1, 2027, and extending the current contract end date out to December 31, 2029."

Item 5. **Contract Addendum Related to Department of Commerce Grant**
Motion: "I move to approve the amendment to the professional services contract with Lavoro Development, Inc., doing business as Eernissee Consulting, for the Washington State Department of Commerce-funded electric ferry taxi study, increasing the total contract amount to $70,000, and to authorize the City Manager to sign the amendment substantially in the form as submitted."

Item 6. **ILA Amendment with King County Library District**
Motion: "I move to approve the amendment to the Interlocal Agreement with King County Library District to update and memorialize the responsibility for care and maintenance of the library building at 21620 11th Ave S, and authorize the City Manager to sign the Agreement substantially in the form as attached."

Item 7. **Small Business Saturday Proclamation**
Motion: "I move to approve the proclamation recognizing the Saturday after Thanksgiving as Small Business Saturday."

Item 8. **Sponsorship letter for South Correction Entity (SCORE) for membership with AWC Employee Benefit Trust**
Motion: "I move to approve a resolution recognizing the City of Des Moines' sponsorship of the South Correctional Entity's application for membership in the Association of Washington Cities Employee Benefit Trust as a non-city entity, and requesting that the South Correctional Entity be granted membership in the Trust."

Item 9. **Canopy Preservation Program Property Transfer and One-Time Rate Increase Ordinance – 1st Reading**
Motion: "I move to pass Draft Ordinance 26-129 authorizing the transfer of ownership of forty-one parcels to the Surface Water Management Utility for tree canopy preservation and approving a one-time 7.5% rate increase to a second reading at the next available City Council meeting."

Item 10. **Approval of 2027 Vehicle Purchases Under the Equipment Replacement Fund**
Motion: "I move to approve the purchase of vehicles identified in Attachment 1 for a total estimated amount of $1,441,000 and to authorize the City Manager or the City Manager's designee to sign the purchase orders at the time they are created."

Item 11. **Lodging Tax Advisory Committee Spending Recommendations**
Motion: “I move to approve the recommendations as submitted by the Lodging Tax Advisory Committee for the expenditure of Lodging Tax funds.”

PUBLIC HEARING/CONTINUED PUBLIC HEARING

Item 1. **2027 Property Tax Levy - 2nd Reading** – 5 Minutes
Staff Presentation: Jeff Friend, Finance Director

Motion 1: “I move to adopt Draft Ordinance No. 26-106, determining the amount of funds to be raised by ad valorem taxes for the year 2027 for general City expenditures.”

Motion 2: “I move to adopt Draft Ordinance No. 26-107, authorizing an increase in ad valorem taxes for the year 2027 for general City expenditures.”

Item 2. **2026 Budget Amendments — 2nd Reading** – 10 Minutes
Staff Presentation: Jeff Friend, Finance Director

Motion: “I move to adopt Draft Ordinance No. 26-108, relating to municipal finance and amending the 2025–2026 Biennial Budget adopted by Ordinance No. 1813 and amended by Ordinance No. 1839.”

Item 3. **2027/2028 Biennial Budget - 2nd Reading** – 15 Minutes
Staff Presentation: Jeff Friend, Finance Director

Motion: “I move to adopt Draft Ordinance No. 26-105, adopting the City of Des Moines 2027–2028 Biennial Budget for the fiscal years beginning January 1, 2027, and ending December 31, 2028."

NEW BUSINESS

Item 1. **Gambling Tax Ordinance - 1st Reading** – 10 Minutes
Staff Presentation: Matt Hutchins, Assistant City Attorney

Motion: "I move to pass Draft Ordinance No. 26-117 increasing the tax rate on licensed card games to a second reading on the next available regular Council meeting agenda."

Item 2. **Awarding a Contract with Green Earthworks Construction, Inc. for Removal of Founder’s Lodge and Caretaker’s Residence at Des Moines Beach Park** – 15 Minutes
Staff Presentation: Michael Slevin, Public Works Director

Motion: “I move to approve the Goods and Services Contract with Green Earthworks Construction, Inc. for the removal of the Founder’s Lodge and Caretaker’s Residence at Des Moines Beach Park in the amount of $189,236.64, including sales tax; authorize a project contingency of $30,000; and further authorize the City Manager to sign the Contract substantially in the form as submitted.”

Item 3. **Vacant Commercial Space Registration Program** – 40 Minutes
Staff Presentation: Jason Woycke, Planning and Development Services Manager

Motion: "I move to direct staff to develop a more detailed vacant commercial space registration program with proposed costs for Council consideration, consistent with Council's direction this evening."

Item 4. **New Agenda Items for Consideration** - 10 Minutes

COUNCILMEMBER REPORTS

(4 minutes per Councilmember) - 30 minutes

PRESIDING OFFICER'S REPORT

EXECUTIVE SESSION

NEXT MEETING DATE

December 03, 2026 City Council Committee of the Whole and Study Session

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.

Highline College
Business Development Center

SBDC and StartZone

Highline College Business Development Center

Highline College Business Development Center

StartZone

Highline's Brand

Small Business Development Center (SBDC)

National Brand

Meet the Team



Phon Sivongxay
StartZone
Program Manager
Certified Business
Advisor



Andrew Powers
Certified
Business Advisor



Veronica Ochoa
Associate Business
Advisor - Spanish



Rich Shockley
Director Economic
Development
Certified Business
Advisor

StartZone
HIGHLINE COLLEGE

AMERICA'S SBDC WASHINGTON

Who is the SBDC

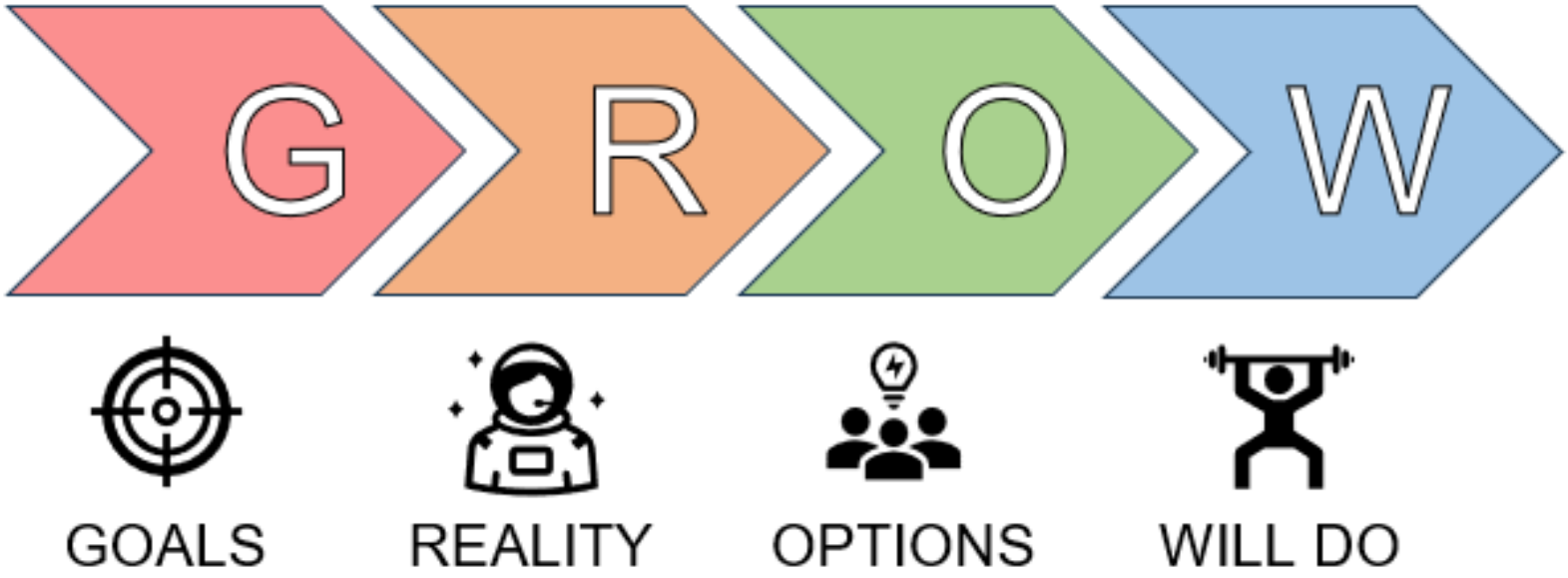
- Established in 1980 through the Small Business Development Act
- We partner with the U.S. Small Business Administration
- Funded partly through a cooperative agreement with the U.S. Small Business Administration
- Matching funds from local cities, economic development agencies and colleges

StartZone HIGHLINE COLLEGE

POWERED BY SBA U.S. Small Business Administration

AMERICA'S SBDC WASHINGTON

Advising Model



StartZone
HIGHLINE COLLEGE

AMERICA'S SBDC WASHINGTON

No-Cost, Confidential Advising

We provide group training and no-cost, confidential, one-on-one, advising to help businesses make informed business decisions.

- Planning or growing your business (Startup to Established)
- Analyzing financial statements
- Prepare financial statements and financial assumptions for lenders
- Acquiring capital and managing cash flow
- Buying or selling businesses
- Exporting to markets around the world
- Marketing and market research
- Business systems and record keeping
- Getting and keeping customers
- Cost-cutting strategies
- Finding and keeping qualified employees

HC StartZone HIGHLINE COLLEGE

AMERICA'S SBDC WASHINGTON

Training Provided

Group training geared towards pre-ventures and early-stage startups, followed by personalized one-on-one technical assistance to help participants move from concept to action.

Training and Services:

- Entrepreneurship Launch Pad, 4-part series
- Reality Check – Developing a Business Plan, 4-part series - Spanish
- Business Online Marketing series, AI Component
- Understanding Credit
- Access to Washington SBDC online training

HC StartZone HIGHLINE COLLEGE

AMERICA'S SBDC WASHINGTON

Results 2026 Year-to-date

Highline College (SBDC and StartZone) 2026 Year-to-date	Clients Meetings	Unique Clients	Hours of Service	Loans & Capital Investment
Des Moines 2026 Year-to-date Summary	91	21	107	$53,500

HC StartZone HIGHLINE COLLEGE

AMERICA'S SBDC WASHINGTON

Business Clients by the Numbers – 2026 (YTD)

Business ownership (%)	
Women owned	45
Male owned	49
Male/Female owned	2
Veteran owned	4.7

Demographic (%)	
Asian	14
Black	19
Multiracial	5
White	42
No Response	14

(Hispanic included in White demographic)

Company Status	
Pre-venture	9
In business > 1 year	10
Startup < 1 year	2

HC StartZone
An Initiative of Highline College

AMERICA'S SBDC WASHINGTON

Des Moines Specific Services

The numbers below illustrate the percentage of our client meeting spent working on these business categories.

Business Planning	34%	Human Resources	2%
Buy/Sell Business	5%	Managing a Business	18%
Cash Flow Management	3%	Marketing & Sales	2%
Financing / Capital	20%	Start-up Assistance	15%
Government Contracting	2%		

*Business Management is a broad area covering many general management topics

** Percentages may exceed 100% (multiple business topics covered in advising session)

HC StartZone HIGHLINE COLLEGE

AMERICA'S SBDC WASHINGTON


Situation Analysis
Objective
Strategies
Plans
Execution
Tracking

Situation Analysis

Biz Fit Test - checklist consists of 158 issues in five key areas

Total Score		
Human Resources/Personnel:	_____	out of 25
Marketing/Sales:	_____	out of 31
Operations:	_____	out of 30
Financials:	_____	out of 34
Executive Challenges:	_____	out of 38

Financial Situation

Financials

Performance Reviews/Goal Setting

- ☐ We have a purchasing/open to buy plan and never buy without using it
- ☐ I know my Owners Discretionary Profit goal for the next 3 years
- ☐ I know my key performance ratios. I keep track of them over time and benchmark myself against my industry performance group peers on at least a six-month basis
- ☐ I keep a monthly close watch on my gross and net margins
- ☐ I feel comfortable talking to my banker, financial staff, and advisors about the financial state of my business
- ☐ I know what my GMROI is by category or department
- ☐ I know what my GMROI is by vendor

Financial Statements

- ☐ I have an excellent bookkeeper
- ☐ I receive accurate financial statements o
- ☐ My year-end statements are finalized by th sooner

Cost

- ☐ I know my company's cost structure:__% otal costs are fixed co otal costs are variable cost and my contribution margin i___
- ☐ I know my company's break even sales amount on a monthly and yearly basis
- ☐ I understand and use break-even as a decision-making tool in my company
- ☐ I can complete the following sentence: For every dollar of fixed costs that I add, I need to add an additional $_____ in sales in order to make the same profit

I know my company's break-even sales amount on a monthly and yearly basis

Your People Situation

Human Resources/Personnel

Staff

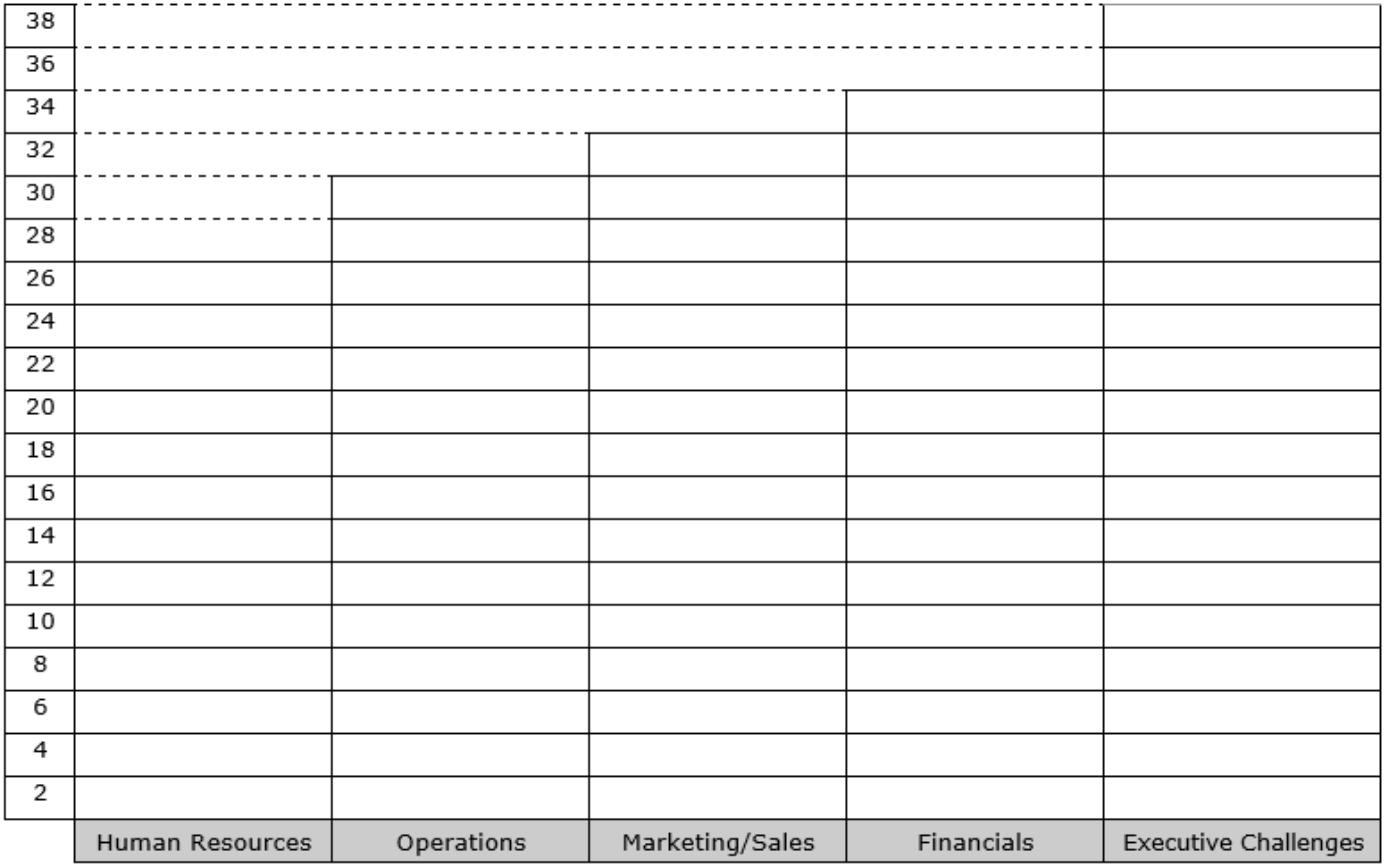
- ☐ We hold regular staff meetings
- ☐ Our staff meetings are results driven, creative rather than chatty or confrontational
- ☐ Our staff meetings have an agenda
- ☐ I honor my staff and include them in decisions
- ☐ I have at least briefly talked with each of my staff members one-on-one over the course of the last two weeks
- ☐ My staff comes to me with possible solutions, not just problems
- ☐ All staff members know what our top three business goals are for this year and there is a 100% buy in from everyone
- ☐ I have designed incentive plans for my staff
- ☐ My people work well together

HR Strategy/Structure/Systems

- ☐ My business has the appropriate org
- ☐ Our top three business goals are clear
  monthly basis
- ☐ I have developed an organizational chart
- ☐ We have written out and updated jo scriptions
- ☐ We hold performance revie s for al f members at least every six months
- ☐ Each of my staff member ows their responsibilities and authorities and the goals they will be assessed against ver the next six months
- ☐ I am neither under-nor overstaffed
- ☐ I only have the best people working for me

Each of my staff members knows their responsibilities and authorities and the goals they will be assessed against over the next six months

Determine Objectives



Strategy


Situation Analysis
Objective
Strategies
Plans
Execution
Tracking

What Are Businesses Saying

*"*SBDC advising has provided significant value to my business by offering practical, guidance tailored to specific goals and challenges. The advisors helped me refine my business strategy, better understand my financials, and make more informed decisions with confidence. Their insights, resources, and accountability have saved me time, reduced costly mistakes, and positioned my business for sustainable growth. Overall, the support has been strengthening both my operations and long-term planning." *(Real Estate Management)*

*"*It was better than I expected. Mr. Powers knowledge, passion, and dedication were impressive to say the least. He gave me ideas and provided insight that was, is very valuable. He deserves to be commended. *" (Pre-venture)*

*"*The SBDC have brought me great satisfaction through their expertise SOP's, business planning, and technology used to help create stronger systems for my business. They also allowed me to highlight weak spots that could hurt my business down the road."
(Facility Services)

HC StartZone HIGHLINE COLLEGE

AMERICA'S SBDC WASHINGTON

Highline College
SBDC & StartZone

sbdc@highline.edu / startzone@highline.edu

206-592-4150 / 206-592-3388

sbdc.highline.edu / startzone.highline.edu

HC StartZone
An Initiative of Highline College

AMERICA'S SBDC WASHINGTON

City Council
AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: **Approval of Vouchers**

ATTACHMENTS:
1. Vouchers

FOR AGENDA OF:
November 12, 2026

DEPT OF ORIGIN:
Finance

DATE SUBMITTED:
November 02, 2026

CLEARANCES:
City Clerk
Finance

Purpose and Recommendation
Voucher transfers and expense reimbursement claims have been audited and certified by the auditing office in compliance with RCW 42.24.080 and RCW 42.24.090.

Motion: "I move to approve the payment vouchers through October 28, 2026 in the attached list and further described as follows:"

EFT Vendor Payments	#14396 - #14461	$ 1,621,541.92
Wires	#3465 - #3476	$ 534,685.71
Accounts Payable Checks	#167788 - #167818	$ 287,578.82
Voided Checks for Unclaimed Property Sent to Dept. of Revenue		-$ 1,561.88

Total Checks and Wires for A/P:	$ 2,442,244.57

Background

City Council review and approval of voucher reports is a key internal control that promotes transparency, accountability, and public trust in the City's financial operations. By examining vouchers after expenditures have occurred, the Council provides independent oversight to confirm that payments were properly authorized, supported by appropriate documentation, and made in accordance with the adopted budget, City policies, and applicable laws. This review helps ensure public funds are used for their intended purposes, strengthens fiscal discipline, and reinforces the separation of duties between staff who process payments and the elected officials responsible for safeguarding taxpayer resources.

Discussion

The vouchers below have been reviewed and certified by individual departments and the City of Des Moines Auditing Officer.

Des Moines
WATERLAND CITY

Voucher Certification Approval
November 12, 2026
Auditing Officer Certification

Voucher transfers and expense reimbursement claims have been audited and certified by the auditing office in compliance with RCW 42.24.080 and RCW 42.24.090. A listing of these claims has been provided to the City Council.

On November 12, 2026 the Des Moines City Council unanimously approved for payment the vouchers through October 28, 2026 as detailed in the attached list.

The vouchers below have been reviewed and certified by individual departments and the City of Des Moines Auditing Officer:

Jeff Friend, Finance Director

	# From	# To	Amounts
Claims Vouchers:			
EFT's & ACI Virtual Cards	14396	14461	1,621,541.92
Wires	3465	3476	534,685.71
Checks	167788	167818	287,578.82
Voided Checks Sent to DOR	See Attached List		(1,561.88)
Total Vouchers paid			**2,442,244.57**

Total checks and wires for A/P	**2,442,244.57**

City Council
AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: **Square Footage Tax Ordinance Update - 2nd Reading**

ATTACHMENTS:
1. Draft Ordinance No. 26-109

FOR AGENDA OF:
November 12, 2026

DEPT OF ORIGIN:
Legal

DATE SUBMITTED:
October 26, 2026

CLEARANCES:
Finance

Purpose and Recommendation

The purpose of this item is to consider Draft Ordinance No. 26-109 on second reading which would amend the City's square footage business and occupation tax.

Motion: "I move to enact Draft Ordinance No. 26-109, amending the City's square footage tax."

Strategic Plan Priority

Financial Stability

Background

The City of Des Moines has imposed a business and occupation (B&O) tax on the privilege of conducting business within the City for decades as a means of generating revenue to support City services. For most of that time, the B&O tax was only imposed as a tax on gross receipts of the business. Because the gross receipts tax is geared towards retail, wholesale, and manufacturing activities, the City did not see significant increases in B&O tax revenues due to the development of the Des Moines Creek Business Park (DMCBP), despite the massive footprint of the buildings and high levels of business activity.

Following the lead of a handful of Washington cities, the City of Des Moines imposed an alternative square footage B&O tax in 2024. Assuming the deficit in B&O tax was attributable to warehousing activities in DMCBP and not wanting to impose the tax too

broadly, the tax imposed a tax of $.135 per quarter per square foot of business space used for warehousing or storage in the City of Des Moines beginning in 2025. The tax would not apply unless the business had at least 4000 square feet of such area and if the business was also liable for gross receipts tax, only the higher of the two taxes would apply. The tax rate increases 3% annually.

In administering the tax, the City initially found that square footage tax receipts were well below expectations based on the square footage of buildings in the business park. The first issue was lack of reporting. This was addressed through contact from City staff and education about the requirements. A second issue appeared in that certain businesses were reporting smaller areas than expected for their businesses as taxable warehouse space. Further discussion with staff revealed that the businesses were using their warehouse space for manufacturing. While this resulted in reduced square footage tax, the gross receipts tax for the manufacturing activities turned out to be greater than the expected square footage tax. Investigating square footage tax compliance allowed the City to discover that some manufacturing gross receipts tax had been un- or under-reported and allowed the taxpayers to come into compliance.

It also turns out that there were also businesses in DMCBP and elsewhere in the City utilizing warehouse space for uses that were not storage, but also generated little to no taxable gross receipts. As such, the activities did not generate significant B&O tax under either category. For some, the reason may be that retail or wholesale sales are occurring, but the goods are being delivered to the customer out of the City. In this case, these sales are not taxable to the City for either B&O tax or sales tax. Other business activities may not generate gross receipts in a way that creates a taxable event. These activities may include:

- Office/administrative
- Distribution
- Media production
- Research and development
- Computing

Large warehouse buildings in the City take up large amounts of real estate in the City that could be put to other purposes that generate tax revenue to support City services. The intent of the square footage tax was to ensure that if the conventional gross receipts tax could not adequately measure the business benefit a business receives from doing business in these large facilities, there would be an alternative measure to ensure the business contributes their share. Experience suggests the original version of the tax may have been too narrowly tailored to achieve its goal.

Changes to the square footage tax were presented to the Council as one of several options for increasing revenue to the City at the September 12, 2026 Council budget workshop. The Council directed staff to prepare and bring back an ordinance implementing the proposed changes. Draft Ordinance No. 26-109 was given a first reading at the October 29, 2026 regular City Council meeting where it was passed to a

second reading on this meeting's agenda.

Discussion

Draft Ordinance No. 26-109 seeks to make some adjustments to the City's square footage-based B&O tax to address some lessons learned over the first year and a half of implementation. While the square footage tax has made some significant improvement in capturing the value of business conducted in DMCBP that does not show up in gross receipt tax collections, focusing only on warehousing and storage has proved too narrow. Experience has revealed that there are operations in the DMCBP and elsewhere in the City that occupy large footprints that do not qualify for the square footage tax nor generate taxable gross receipts. That the businesses pay significant expenses in rent and payroll suggest that their operations in the City provide substantial value to the business.

The draft ordinance adds "other business space" to warehouse space and outdoor warehouse space as business area subject to the square footage tax, similar to other cities such as Kent. This change would subject areas used for office space, sales floors, or areas used for manufacturing to the square footage tax in addition to areas used for warehousing and storage.

Staff does not anticipate that businesses already paying gross receipts tax should see much difference with this change. The minimum 4000 square foot threshold would still apply, meaning that businesses with locations under 4000 square feet would not be subject to the square footage tax. Many of the storefronts on Marine View Drive are under this threshold, and for illustration, stand-alone 7-11 stores tend to be approximately 3000 square feet. It also appears that retail businesses in the City larger than 4000 square feet tend to pay gross receipts tax at twice the rate they would pay under the square footage tax.

The draft ordinance also provides two exemptions. The first is to exempt square footage that a taxpayer rents to another person. The main purpose of this exemption is to not tax landlords for renting out residential properties to tenants. Such a tax could be found contrary to public policy and could potentially violate constitutional law. Including commercial landlords in the exemption may avoid claims that the City is double-taxing a tenant business.

The second exemption exempts hotel and motel businesses. These businesses already produce sales tax, retail B&O tax, and lodging excise tax. Projection of square footage tax to these particular businesses produced frankly absurd valuations that would likely be found disproportionate. An overly burdensome tax would likely also discourage new hotel development.

The draft ordinance also cleans up some existing language related to outdoor storage to clarify the intent of the tax and eliminate possible loopholes.

Early experience with the tax shows that square footage tax revenues are not

predictable based on what use a large warehouse is put to. Making the entire footprint of the building or portion thereof occupied by the business subject to the tax gives the City a baseline revenue expectation that does not depend on how much of the floor space is used for storage. If the proposed changes are adopted, it would not matter whether a future business moving in were a storage warehouse, a distribution center, or a training facility. Ideally, the revenue will be greater, based on the success of the business generating healthy gross receipts, but the City will at least be able to rely on that baseline.

Alternatives

The Council may:
1. Pass the Draft Ordinance as presented
2. Pass the Draft Ordinance with changes
3. Decline to pass the Draft Ordinance

Financial Impact

Staff projects that the adjustments to the square footage tax contained in the draft ordinance could result in $100,000-150,000 in additional revenue per year.

Recommendation

Staff recommends enacting Draft Ordinance No. 26-109 as written

CITY COUNCIL'S FIRST DRAFT 10/30/2026

DRAFT ORDINANCE NO. 26-109

AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON relating to taxation, amending the City's square footage business and occupation tax, creating exemptions, and amending DMMC 3.84.050 and 3.84.110.

WHEREAS, RCW 35A.82.020 authorizes code cities to impose business licensing requirements and excises upon business transacted within such a city to the extent permitted by the general law, and

WHEREAS, in 2004, the City Council of the City of Des Moines enacted Ordinance no. 1355, enacting a Business and Occupation (B&O) tax at a rate of 0.2% of gross receipts of the business, codified at DMMC chapter 3.84, and

WHEREAS, with the passage of several measures that limit sources of revenue for cities, including I-695 and I-747, the City B&O tax has become a significant stable source of ongoing revenue to help provide vital City services, such as public safety, roads maintenance, parks and recreation, and human services, and

WHEREAS, entities doing business in the City benefit from City services funded by the B&O tax and those services allow them to generate profits for shareholders, and

WHEREAS, the development of the Des Moines Creek Business Park has enabled millions of dollars of commercial activity to occur in the City, spread over more than a million square feet of commercial space, and

WHEREAS, despite the high level of commercial activity generated in the DMCBP benefitting from the provision of public safety and other services provided by the City, the B&O tax based on gross receipts has failed to assess an equitable tax burden on warehouse businesses relative to other businesses in the City, and

WHEREAS, in 2024 the City Council enacted Ordinance no. 1810, imposing a square footage tax in the City of Des Moines in order to allow businesses that do not generate significant gross receipts tax relative to their business activities to help fund City services, and

WHEREAS, the square footage tax has been effective in serving this purpose, but experience with administering the tax reveals that restricting the square footage tax to solely warehousing activities fails to capture the value of certain other business activities occupying large footprints, particularly in the business park, and

WHEREAS, amending the square footage tax to include other business floor space should promote more parity in tax contributions from businesses in the City, and

WHEREAS, the City Council finds that this Ordinance is appropriate and necessary to preserve the public health, safety, and general welfare; now therefore,

THE CITY COUNCIL OF THE CITY OF DES MOINES ORDAINS AS FOLLOWS:

Sec. 1. DMMC 3.84.050 and section 6 of Ordinance No. 1555 as amended by section 1 of Ordinance No. 1810 are each amended to read as follows:

Imposition of the tax – Tax or fee levied.

Except as provided in subsection (3) of this section and in the exemptions in DMMC 3.84.110, there is hereby levied upon and shall be collected from every person a tax for the act or privilege of engaging in business activities within the City, whether the person's office or place of business be within or without the City. The amount for the gross receipts tax shall be in amounts to be determined by application of rates against gross proceeds of sale, gross income of business, or value of products, including by-products, as the case may be, as described in subsection (1) of this section. The amount for the square footage tax shall be determined by application of rates against the square footage of the business space within the City as described in subsection (2) of this section. The amount of tax due to the City shall be the larger of the amounts calculated under each tax, as measured for each tax reporting period.

(1) Gross receipts tax

(a) Upon every person engaging within the City in business as an extractor; as to such persons the amount of the tax with respect to such business shall be equal to the value of the products, including by-products, extracted within the City for sale or for commercial or industrial use, multiplied by the rate of two-tenths of one percent. The measure of the tax is the value of the products, including by-products, so extracted, regardless of the place of sale or the fact that deliveries may be made to points outside the City.

(b) Upon every person engaging within the City in business as a manufacturer, as to such persons the amount of the tax with respect to such business shall be equal to the value of the products, including by-products, manufactured within the City, multiplied by the rate of two-tenths of one percent. The measure of the tax is the value of the products, including by-products, so manufactured, regardless of the place of sale or the fact that deliveries may be made to points outside the City.

(c) Upon every person engaging within the City in the business of making sales at wholesale, except persons taxable under subsection (3) of this section; as to such persons, the amount of tax with respect to such business shall be equal to the gross proceeds of such sales of the business without regard to the place of delivery of articles, commodities or merchandise sold, multiplied by the rate of two-tenths of one percent.

(d) Upon every person engaging within the City in the business of making sales at retail, as to such persons, the amount of tax with respect to such business shall be equal to the gross proceeds of such sales of the business, without regard to the place of delivery of articles, commodities or merchandise sold, multiplied by the rate of two-tenths of one percent.

(e) Upon every person engaging within the City in the business of (i) printing, (ii) both printing and publishing newspapers, magazines, periodicals, books, music, and other printed items, (iii) publishing newspapers, magazines and periodicals, (iv) extracting for hire, and (v) processing

for hire; as to such persons, the amount of tax on such business shall be equal to the gross income of the business multiplied by the rate of two-tenths of one percent.

(f) Upon every person engaging within the City in the business of making sales of retail services; as to such persons, the amount of tax with respect to such business shall be equal to the gross proceeds of sales multiplied by the rate of two-tenths of one percent.

(g) Upon every other person engaging within the City in any business activity other than or in addition to those enumerated in the above subsections; as to such persons, the amount of tax on account of such activities shall be equal to the gross income of the business multiplied by the rate of two-tenths of one percent. This subsection includes, among others, and without limiting the scope hereof (whether or not title to material used in the performance of such business passes to another by accession, merger or other than by outright sale), persons engaged in the business of developing or producing custom software or of customizing canned software, producing royalties or commissions, and persons engaged in the business of rendering any type of service which does not constitute a sale at retail, a sale at wholesale, or a retail service.

(2) Square footage tax

(a) Upon every person who leases, owns, occupies, or otherwise maintains a business warehouse, ~~or~~ outdoor warehouse, or other business floor space within the City for purposes of engaging in business activities in the City there shall be a tax measured by the number of square feet of business warehouse floor space, ~~or~~ outdoor warehouse space, and other business floor space. Beginning January 1, 2025, the amount of the tax shall be equal to $0.135 for each quarterly period of a calendar year for each square foot of business warehouse or outdoor warehouse floor space that is leased, owned, occupied, or otherwise maintained within the City during the reporting period, calculated to the nearest square foot. On January 1st of each successive year, the rate shall be increased by three percent, rounded to the nearest tenth of one cent.

(b) For purposes of this subsection, "business warehouse" means every structure or any part thereof that is used for the storage of merchandise, goods, wares, commodities, inventory, materials, equipment or other items (whether or not for compensation) in furtherance of engaging in business.

(c) For purposes of this subsection, "outdoor warehouse" means an area that is outdoors and primarily used for the storage of merchandise, goods, wares, commodities, inventory, materials, equipment or other items (whether or not for compensation) in furtherance of engaging in business. "Outdoor warehouse" shall include outdoor areas used as self-service storage facilities, including the long-term storage of vehicles or vessels.

(d) For purposes of this section, other business floor space means the floor space of an office or place of business, other than a business warehouse or outdoor warehouse.

(~~d~~e) For purposes of this subsection, the square footage of a business warehouse and other business floor space shall be computed by measuring to the inside finish of permanent outer building walls and shall include space used by columns and projections necessary to the building. Square footage shall not include stairs, elevator shafts, flues, pipe shafts, vertical ducts, heating or ventilation shafts, janitor closets, and electrical or utility closets.

(~~e~~f) For purposes of this subsection, outdoor warehouse space is measured based on the entire space used for outdoor warehousing and is not measured solely based on the size of the goods, wares, merchandise, or commodities that are being stored. The square footage of an outdoor warehouse shall only include those areas used and/or intended to be used for the storage of goods, wares, merchandise, commodities, inventory, materials, equipment, or other items (whether or not for compensation) in furtherance of engaging in business.

Square footage of outdoor warehouse space shall not include: areas used only for employee, customer, or visitor parking; dock high loading areas; buildings or areas used only for retail floor space or rentals to consumers where no goods, wares, merchandise, or commodities are stored; landscaped areas; stormwater facilities; maneuvering areas or drive aisles; areas used only for garbage or recycling pickup; rights-of-way; or other areas clearly not used for the storage of items described in this subsection. "Areas used only for retail floor space or rentals to consumers" does not include outdoor areas where goods, wares, merchandise, or commodities are held on a continuous basis.

~~(f) Persons with more than one business warehouse or outdoor warehouse within the City must include all business warehouse floor space and outdoor warehouse space for all locations within the City.~~

(g) When a person rents space to another person, the person occupying the rental space is responsible for the square footage business tax on that rental space. Space rented for the storage of goods in a business warehouse or outdoor warehouse where no walls or other barriers separate the goods, and where the exclusive right of possession in the space is not held by the person to whom the space is rented, shall be included in the warehouse floor space of the person that operates the warehouse, and not by the person renting the warehouse space. Space rented out in "self-storage" facilities whereby customers have direct access to individual storage areas by separate entrances shall be included in the warehouse business floor space of the person that operates the warehouse business, and not by the person renting the warehouse space.

(3) The gross receipts tax imposed in subsection (1) of this section shall not apply to any person whose gross proceeds of sales, gross income of the business, and value of products, including by-products, as the case may be, from all activities conducted within the City during any calendar year is equal to or less than $50,000. The square footage tax imposed in subsection (2) of this section shall not apply to any person unless that person's total area of business warehouse space, outdoor warehouse

space, and other business floor space for all locations within the City exceeds 4,000 square feet.

Sec. 2. DMMC 3.84.110 and section 12 of Ordinance No. 1555 as amended by section 3 of Ordinance No. 1725 are each amended to read as follows:

Exemptions.

(1) Public Utilities. This chapter shall not apply to any person in respect to a business activity with respect to which tax liability is specifically imposed under the provisions of chapter 3.68 DMMC.

(2) Investments – Dividends from Subsidiary Corporations. This chapter shall not apply to amounts derived by persons, other than those engaging in banking, loan, security, or other financial businesses, from investments or the use of money as such, and also amounts derived as dividends by a parent from its subsidiary corporations.

(3) Insurance Business. This chapter shall not apply to amounts received by any person who is an insurer or their appointed insurance producer upon which a tax based on gross premiums is paid to the state pursuant to RCW 48.14.020; and provided further, that the provisions of this subsection shall not exempt any bonding company from tax with respect to gross income derived from the completion of any contract as to which it is a surety, or as to any liability as successor to the liability of the defaulting contractor.

(4) Employees.

(a) This chapter shall not apply to any person in respect to the person's employment in the capacity as an employee or servant as distinguished from that of an independent contractor. For the purposes of this subsection, the definition of "employee" shall include those persons that are defined in the Internal Revenue Code, as hereafter amended.

(b) A booth renter is an independent contractor for purposes of this chapter.

(5) Amounts Derived from Sale of Real Estate. This chapter shall not apply to gross proceeds derived from the sale of real estate. This, however, shall not be construed to allow an exemption of amounts received as commissions from the sale of real estate, nor as fees, handling charges, discounts, interest or similar financial charges resulting from, or relating to, real estate transactions. This chapter shall also not apply to amounts received for the rental of real estate if the rental income is derived from a contract to rent for a continuous period of 30 days or longer.

(6) Mortgage Brokers' Third-Party Provider Services Trust Accounts. This chapter shall not apply to amounts received from trust accounts to mortgage brokers for the payment of third-party costs if the accounts are operated in a manner consistent with RCW 19.146.050 and any rules adopted by the Director of Financial Institutions.

(7) Amounts Derived from Manufacturing, Selling or Distributing Motor Vehicle Fuel. This chapter shall not apply to the manufacturing, selling, or distributing of motor vehicle fuel, as the term "motor vehicle fuel" is defined in RCW 82.38.020 and exempt under RCW 82.38.280; provided, that any fuel not subjected to the state fuel excise tax, or any other applicable deduction or exemption, will be taxable under this chapter.

(8) Amounts Derived from Liquor, and the Sale or Distribution of Liquor. This chapter shall not apply to liquor as defined in RCW 66.04.010 and exempt in RCW 66.08.120.

(9) Casual and Isolated Sales. This chapter shall not apply to the gross proceeds derived from casual or isolated sales.

(10) Accommodation Sales. This chapter shall not apply to sales for resale by persons regularly engaged in the business of making retail sales of the type of property so sold to other persons similarly engaged in the business of selling such property where (a) the amount paid by the buyer does not exceed the amount paid by the seller to the vendor in the acquisition of the article and (b) the sale is made as an accommodation to the buyer to enable the buyer to fill a bona fide existing order of a customer or is made within 14 days to reimburse in kind a previous accommodation sale by the buyer to the seller.

(11) Taxes Collected as Trust Funds. This chapter shall not apply to amounts collected by the taxpayer from third parties to satisfy third-party obligations to pay taxes such as the retail sales tax, use tax, and admission tax.

(12) The portion of real property rented or leased by the taxpayer to another person shall not be chargeable to the taxpayer under DMMC 3.84.050(2) during the term of the lease or rental. For the purposes of this subsection, a lease or rental of real property means the conveyance of an estate or interest in a certain designated area of real property with an exclusive right in the lessee of continuous possession against the world, including the owner, and grants to the lessee the absolute right of control and occupancy during the term of the lease or rental agreement, but does not include the rental of self-storage facilities.

(13) The portion of real property used as a hotel, motel, or other business licensed under RCW chapter 70.62 is exempt from the square footage tax under DMMC 3.84.050(2) for any quarter where gross receipts tax under DMMC 3.84.050(1) is paid by the taxpayer.

Sec. 3. Petition for referendum.

(1) **Referendum allowed.** A referendum procedure is required pursuant to RCW 35.21.706 for cities first imposing a business and occupation tax. A petition for referendum may be filed with the City Clerk within seven (7) days of passage of this ordinance. Within ten (10) days, the City Clerk shall confer with the Petitioner concerning form and style of the petition, issue the petition an identification number, and secure an accurate, concise, and positive ballot title from the designated local official. The Petitioner shall have thirty (30) days in which to secure the signatures of not less than fifteen percent (15%) of the registered voters of the City, as of the last municipal general election, upon petition forms which contain the ballot title and the full text of the measure to be referred. The City Clerk shall verify the sufficiency of the signatures on the petition and, if sufficient valid signatures are properly submitted, shall certify the referendum measure to the next election ballot within the City or at a special election ballot as provided pursuant to RCW 35.17.260(2).

(2) **Exclusive referendum procedure.** The referendum procedure provided for in this ordinance shall be exclusive in all instances for any City ordinance imposing a business and occupation tax or increasing the rate of the tax, and shall supersede the procedures provided under chapter 35A.11 RCW and all other statutory or ordinance provisions for initiative or referendum which might otherwise apply.

Sec. 4. Severability - Construction.

(1) If a section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

(2) If the provisions of this ordinance are found to be inconsistent with other provisions of the Des Moines Municipal Code, this ordinance is deemed to control.

Sec. 5. Effective date. This ordinance shall take effect and be in full force on January 1, 2027.

PASSED BY the City Council of the City of Des Moines this ____ day of _____, 2026 and signed in authentication thereof this ____ day of _____, 2026.

_____
M A Y O R

APPROVED AS TO FORM:

_____
City Attorney

ATTEST:

_____
City Clerk

Published: _____

Effective Date: _____

City Council
AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: **ILA Amendment with Normandy Park for Prosecution Services**

ATTACHMENTS:
1. ILA Amendment 2
2. Normandy Park - Criminal Prosecution Services

FOR AGENDA OF:
November 12, 2026

DEPT OF ORIGIN:
Legal

DATE SUBMITTED:
October 26, 2026

CLEARANCES:
Finance

Purpose and Recommendation

The purpose of this agenda item is to seek City Council approval of amendment #2 to the Interlocal Agreement between the Cities of Normandy Park and Des Moines for Des Moines to provide prosecution services to Normandy Park. This amendment adds traffic infractions and animal cases to the agreement and increases the monthly cost to reflect the added services.

Motion: "I move to approve amendment #2 to the Interlocal Agreement with Normandy Park for prosecution services, adding traffic infraction and animal cases and increasing the monthly rate to reflect the increased costs, and authorize the City Manager to sign the Agreement substantially in the form as attached."

Strategic Plan Priority

Financial Stability - Approving this ILA amendment provides ongoing revenue and supports efficiency of government by providing services to a neighboring jurisdiction using existing City employees.

Background

Normandy Park currently contracts with Des Moines for Des Moines to provide court and prosecution services for misdemeanor and gross misdemeanor crimes that occur within the city limits of Normandy Park. The agreement for prosecution services, executed in October of 2012, required Normandy Park to pay a flat rate of $25,000 per

year. At that time, the amount was sufficient to cover the total cost of compensation required by Des Moines to provide the services.

In 2017, the ILA was amended to include Domestic Violence Victim Advocate services, and the rate was increased to include those additional services. In addition to raising the rate for additional services, on an annual basis, the rate has been increased using a calculation based on the previous year CPI. If the proposed ILA amendment is approved, the total annual payment would increase to approximately $59,000.

Discussion

In the summer of 2026, Normandy Park referred an animal case (dangerous dog) to the Municipal Court and it was determined that the existing ILA did not cover this type of matter. Additionally, the ILA was reviewed by both parties and it was determined that Des Moines could provide coverage for traffic infractions as well. A review was done of the frequency and staffing needed to handle both of these additional services and an estimate of $600 per month was created. This number is sufficient to cover the costs of existing Des Moines staff to provide legal coverage for Normandy Park traffic infractions and animal cases.

No new costs will be incurred for Des Moines to provide these services and they will be handled internally by the existing prosecution staff. The City Attorney's Office already has in place mechanisms to provide discovery for Normandy Park infractions. And because Normandy Park and Des Moines court calendars are combined, a prosecutor is already present at Normandy Park infraction hearings. Finally, Normandy Park averages less than one animal case per year, so assuming responsibility for these types of cases is not anticipated to create a noticeable impact.

Alternatives

1. Approve the ILA
2. Approve the ILA with amendments
3. Do not approve the ILA

Financial Impact

The proposed amendment increases the monthly charge by $600 to reflect the increased time required to cover traffic infractions and animal cases for Normandy Park ($7,200/year). This amount is based on the actual cost of the time staff estimates is necessary to adequately cover the matters.

Recommendation

Legal and administration recommend approving the amendment as presented.

CONTRACT AMENDMENT #2

CONTRACT FOR PROSECUTION SERVICES BETWEEN THE CITY OF DES MOINES AND NORMANDY PARK

THIS AMENDMENT #2 is entered into on this _____ day of November, 2026, pursuant to that certain Interlocal Agreement entered into on the 16th day of October, 2012, and subsequent amendment entered into in March of 2017, between the **CITY OF DES MOINES,** WASHINGTON (hereinafter "City"), and the **CITY OF NORMANDY PARK,** (hereinafter "Normandy Park").

The parties herein agree that the Interlocal Agreement and Amendment shall remain in full force and effect, except for the amendments set forth as follows:

1) **SECTION** 1 of the Contract is hereby amended to read as follows:

Purpose: The purpose of this Agreement is for the City of Des Moines to provide criminal prosecution services to the City of Normandy Park. Beginning, January 1, 2027, Des Moines will also provide prosecution services for civil traffic infractions and animal related civil infractions.

2) **SECTION 2** of the Contract is amended to update the representative for Des Moines to Katherine Caffrey, and the representative for Normandy Park to Amy Arrington.

3) **SECTION 3** of the Contract is amended to add the following subsections:

(i) The City Attorney's Office will prosecute all civil traffic infractions and animal related civil infractions.

(j) Additional legal matters not covered under this Agreement may be assigned to the City Attorney's Office subject to written agreement of the City representatives.

4) **Section 4(a)** of the Contract is amended to update the monthly flat rate to $4,936.07 beginning January 1, 2027.

5) **Section 8** of the Contract is amended to update the addressee for purposes of notice for Des Moines to Katherine Caffrey, and for Normandy Park to Amy Arrington.

Except as modified hereby, all terms and conditions of the Interlocal Agreement and subsequent Amendment identified above remain in full force and effect.

IN WITNESS WHEREOF the parties hereto have executed this Addendum as of the date first above written.

CITY OF NORMANDY PARK:	CITY OF DES MOINES:
By:_____ *(signature)* Print Name: Amy Arrington Its City Manager *(Title)* DATE:_____ Approved as to form: _____ City Attorney DATE:_____	By:_____ *(signature)* Print Name: Katherine Caffrey Its City Manager *(Title)* DATE:_____ Approved as to form: _____ City Attorney DATE: _____
NOTICES TO BE SENT TO: **CITY OF NORMANDY PARK:** Amy Arrington City of Normandy Park 801 SW 174th Street Normandy Park, WA 98166 Aarrington@normandyparkwa.gov	**NOTICES TO BE SENT TO:** **CITY OF DES MOINES:** Katherine Caffrey City of Des Moines 21630 11th Avenue S., Suite A Des Moines, WA 98198 KCaffrey@desmoineswa.gov

INTERLOCAL AGREEMENT BETWEEN THE CITY OF NORMANDY PARK AND THE CITY OF DES MOINES FOR CRIMINAL PROSECUTION SERVICES

WHEREAS, the City of Normandy Park (hereafter "Normandy Park") is a municipal corporation organized under the laws of the State of Washington; and

WHEREAS, the City of Des Moines (hereafter "Des Moines") is a municipal corporation organized under the laws of the State of Washington; and

WHEREAS, each of the parties to this Agreement are required to prosecute misdemeanor and gross misdemeanor crimes committed by adults in their jurisdictions (RCW 39.34.180); and

WHEREAS, Chapter 39.34 RCW ("The Interlocal Cooperation Act") permits municipal corporations to contract with one another to perform any act that each is independently authorized to perform; and

WHEREAS, RCW 39.34.180 authorize municipal corporations to enter into interlocal agreements for prosecution services; and

WHEREAS, Des Moines is willing and able to provide these prosecution services to Normandy Park.

NOW, THEREFORE, in consideration for the mutual covenants and promises set forth in this Agreement, and in the exercise of authority granted by the Interlocal Cooperation Act, Chapter 39.34 RCW, Normandy Park and Des Moines do hereby agree to the following:

1. Purpose. The purpose of this Agreement is for the City of Des Moines to provide criminal prosecution services to the City of Normandy Park

2. Administration. The following individuals are designated as representatives of the respective parties. The representatives shall be responsible for administration of this Agreement and for coordinating and monitoring performance under this Agreement. In the event such representatives are changed, the party making the change shall notify the other party.

The City of Des Moines's representative shall be Anthony Piasecki, City Manager, or his designee.

The City of Normandy Park's representative shall be Doug Schulze, City Manager, or his designee.

3. Duties of Des Moines. Des Moines shall perform the following duties:

(a) Review and Filing. The City Attorney's Office will review all police reports to verify there is a basis for prosecution. The City Attorney's Office will timely file a complaint with the court in all cases where prosecution is deemed appropriate.

(b) Discovery. The City Attorney's Office will provide discovery to defense counsel on criminal citations as well as infractions.

(c) Appearances. The City Attorney's Office will have a prosecutor present at every criminal hearing involving a Normandy Park case. This includes in-custody hearings Monday thru Friday as well as the regularly scheduled calendar.

(d) Training and Case Law Updates. The City Attorney's Office will provide necessary training and updates to police officers to ensure that they remain informed of the latest changes in Washington law.

(e) Communication. The City Attorney's Office will provide Normandy Park with records on dispositions of cases and will meet regularly as requested with the Normandy Park Chief of Police to provide updates and ensure communication to promote effective and efficient law enforcement and prosecution. Additionally, the City Attorney's Office will provide detailed summaries citing reasons for declining to prosecute a certain case when applicable.

(f) The City Attorney's Office will strictly abide by the Rules of Professional Conduct.

(g) The City Attorney's Office will act as legal advisor to the Normandy Park Police Department on matters relating to criminal laws and procedures.

4. Duties of Normandy Park. Normandy Park shall perform the following duties:

(a) Pay the City of Des Moines the flat rate of $2,084 per month. This cost will include all attorney time and paralegal time including but not limited to court time, trials, appeals, mileage, postage, copying, parking, court reporter, expert witnesses, filing and courier fees, Westlaw subscription, and the like. All payments and billings will be handled through the City of Des Moines and will be due within 30 days of receiving an invoice.

5. Indemnification.

Each party shall be responsible and liable for the consequences of any act or failure to act on the part of itself, its employees and its agents. Each party shall be responsible for its own negligence; neither party shall indemnify nor hold the other party harmless.

6. Actions Contesting Agreement. Each party shall appear and defend any action or legal proceeding brought to determine or contest: (i) the validity of this Agreement and/or (ii) the legal authority of Normandy Park and/or Des Moines to undertake the activities contemplated by this Agreement. If both parties to this Agreement are not named as parties to the action, the party named shall give the other party prompt notice of the action and provide the other an opportunity to intervene. Each party shall bear any costs and expenses taxed by the court against it; any costs and expenses assessed by a court against both parties jointly shall be shared equally.

7. Independent Contractor. Each party to this Agreement is an independent contractor with respect to the subject matter herein. Nothing in this Agreement shall make any employee of Normandy Park a Des Moines' employee for any purpose, including, but not limited to, for withholding of taxes, payment of benefits, worker's compensation pursuant to Title 51 RCW, or any other rights or privileges accorded Des Moines' employees by virtue of their employment. Nothing in this Agreement shall make any employee of Des Moines a Normandy Park employee for any purpose, including but not limited to for withholding taxes, payment of benefits, worker's compensation pursuant to Title 51 RCW, or any other rights or privileges accorded Normandy Park employees by virtue of their employment. At all times pertinent hereto, employees of Des Moines are acting as Des Moines employees and employees of Normandy Park are acting as Normandy Park employees.

8. Notice. Any notice or other communication given hereunder shall be deemed sufficient, if in writing and delivered personally to the addressee, or sent by certified or registered mail, return receipt requested, addressed as follows, or to such other address as may be designated by the addressee by written notice to the other party:

To Des Moines:
Anthony Piasecki, City Manager
City of Des Moines
21630 11th Avenue South
Des Moines, WA 98198

To Normandy Park:
Doug Schulze, City Manager
City of Normandy Park
801 SW 174th Street
Normandy Park, WA 98166

9. Partial Invalidity. Whenever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under applicable law. Any provision of this Agreement which shall prove to be invalid, void or illegal shall in no way affect, impair, or invalidate any other provisions hereof, and such other provisions shall remain in full force and effect. Notwithstanding the foregoing, this Agreement shall be subject to re-negotiation as provided in this Agreement.

10. Assignability. The rights, duties, and obligations of either party to this Agreement may not be assigned to any third party without the prior written consent of the other party, which consent shall not be unreasonably withheld.

11. Entire Agreement. This Agreement contains the entire understanding between the parties and supersedes any prior understandings and agreements between them regarding the subject matter hereof. There are no other representations, agreements, or understandings, oral or written, between the parties hereto relating to the subject matter of this Agreement. No amendment of, or supplement to, this Agreement shall be valid or effective unless made in writing and executed by the parties hereto.

12. Mediation/Arbitration Clause. If a dispute arises from or relates to this Agreement or the breach thereof and if the dispute cannot be resolved through direct discussions, the parties agree to endeavor first to settle the dispute in an amicable manner by mediation administered by a mediator under the American Arbitration Association's Rules before resorting to arbitration. The mediator may be selected by agreement of the parties or through the American Arbitration Association. Following mediation, any unresolved controversy or claim arising from or relating to this Agreement or breach thereof shall be settled through arbitration which shall be conducted under the American Arbitration Association's Arbitration Rules. The arbitrator may be selected by agreement of the parties or through the American Arbitration Association. All fees and expenses for mediation or arbitration shall be borne by the parties equally. However, each party shall bear the expense of its own counsel, experts, witnesses, and preparation and presentation of evidence.

13. Captions. The section and paragraph captions used in this Agreement are for convenience only and shall not control or affect the meaning or construction of any of the provisions of this Agreement.

14. Duration and Termination. The terms of this Agreement shall begin on the effective date below and remain in effect until December 31, 2013. This Agreement shall automatically renew for successive one (1) year terms unless terminated by either party in accordance with this Agreement. The Agreement shall take effect on November 1, 2012 or as soon thereafter as all of the following events have occurred:

(a) Approval of the Agreement by the official action of the governing bodies of each of the parties hereto.

(b) Execution of the Agreement by the duly authorized representative of each of the parties hereto.

(c) Filing a copy of this Agreement with King County Department of Records and Elections.

(d) Either party may elect to terminate this Agreement by written notice of termination to the other party delivered by regular mail to the contact person identified herein. Said termination shall become effective ninety (90) days from the date of receipt of said written notice.

DATED this 16th day of October, 2012.

CITY OF DES MOINES

By _____
Anthony Piasecki, City Manager
By direction of the City Council

Taken Oct. 11, 2012

Attest:

_____
Sandy Paul, City Clerk

Approved as to Form:

_____
Timothy George, Asst. City Attorney

CITY OF NORMANDY PARK

_____
Doug Schulze, City Manager
By direction of the City Council

Taken Oct. 9, 2012

Attest:

_____
Debbie Burke, City Clerk

Approved as to Form:

_____
James Haney, City Attorney

City Council
AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: **City Custodial Services Contract Addendum**

ATTACHMENTS:
1. FMC Addendum Exhibit O and Contract Extension

FOR AGENDA OF:
November 12, 2026

DEPT OF ORIGIN:
Public Works

DATE SUBMITTED:
October 26, 2026

CLEARANCES:
Public Works
Finance
City Clerk

Purpose and Recommendation

The purpose of this item is to request City Council approval of the City Custodial Services Contract Addendum with Facility Maintenance Contractors (FMC) (Attachment 1). This addendum will add the daily cleaning of the Redondo Beach Public Restrooms, located at 28280 Redondo Beach Drive South, to the current contracted scope of work as Exhibit O beginning on January 1, 2027. The addendum will also extend the current contract end date out to December 31, 2029.

Motion: "I move to approve the City Custodial Services Contract Addendum with Facility Maintenance Contractors (FMC), adding the daily cleaning of the Redondo Beach Public Restrooms as Exhibit O beginning on January 1, 2027, and extending the current contract end date out to December 31, 2029."

Strategic Plan Priority

Organizational Excellence & Natural and Built Environment

Background

The City initially contracted with Facility Maintenance Contractors (FMC) in June 2020. The initial contract was for 3.5 years, from June 1, 2020 to December 31, 2023; and it contained the provision for an additional 36-month extension at no additional bid pricing increase. The City executed the 36-month extension as of September 25, 2023,

extending the contract end date out to December 31, 2026.

Discussion
The current custodial contract is due to expire at the end of this year. Staff has performed research, spoken with various other departments in other City buildings, and has found there to be no complaints regarding the current FMC services being provided. FMC is willing to extend their current contract with the City to perform custodial services until December 31 of 2029.

Alternatives
Rebid of the entire custodial contract.

Financial Impact
There are sufficient funds within the budget to cover the costs of adding the daily cleaning of the Redondo Beach Public Restrooms, and extending the current contract end date out to December 31, 2029.

Recommendation
Staff recommends that Council approve the City Custodial Services Contract Addendum with Facility Maintenance Contractors (FMC).

Des Moines
WATERLAND CITY

CONTRACT AMENDMENT/ADDENDUM FORM

CONTRACT FOR CITY CUSTODIAL SERVICES BETWEEN THE CITY OF DES MOINES AND FACILITY MAINTENANCE CONTRACTORS

THIS AMENDMENT/ADDENDUM is entered into on this _____ day of_____, 2026, pursuant to that certain Contract entered into on the 19th day of May, 2020, between the **CITY OF DES MOINES,** WASHINGTON (hereinafter "City"), and **FACILITY MAINTENANCE CONTRACTORS,** (hereinafter "Facility Maintenance Contractors").

The parties herein agree that the Contract dated May 19, 2020, shall remain in full force and effect, except for the amendments/addendums set forth as follows:

1) **SECTION I** of Contract is hereby amended to read as follows:

Exhibit O – Redondo Beach Public Restrooms, located at 28280 Redondo Beach Drive South is added to the Contract effective as of 1/1/2027 at a monthly cost of $3,318.95. Monthly consumable costs will be billed separately.

2) **SECTION II** of the Contract is hereby amended to read as follows:

This Contract will end on December 31, 2029.

Except as modified hereby, all terms and conditions of the Contract identified above remain in full force and effect.

IN WITNESS WHEREOF the parties hereto have executed this Addendum as of the date first above written.

FACILITY MAINTENANCE CONTRACTORS:	**CITY OF DES MOINES:**
By: _____ *(signature)* Print Name: _____ Its _____ *(Title)* DATE: _____	By: _____ *(signature)* Print Name: Katherine Caffrey Its City Manager *(Title)* DATE: _____ Approved as to form: _____ City Attorney DATE: _____
NOTICES TO BE SENT TO: **FACILITY MAINTENANCE CONTRACTORS:** Jamie Moser Facility Maintenance Contractors 1018 West James Street Kent, WA 98032 (253) 854-4000 (telephone) jamie@fmcorp.net (e-mail)	**NOTICES TO BE SENT TO:** **CITY OF DES MOINES:** Scott J. Romano City of Des Moines 21650 11th Avenue S Des Moines, WA 98198 (206) 870-6539 (telephone) sromano@desmoineswa.gov (e-mail)

At the direction of the Des Moines City Council taken at an open Public meeting on _____.

EXHIBIT O

SERVICE SPECIFICATIONS SCHEDULE

Building to be serviced
Redondo Beach Public Restrooms – 28280 Redondo Beach Drive South

Areas to be serviced
Public Restrooms

Approximate Floor Areas and Types and Fixture Counts
Concrete – 230 square feet
Toilets – 4
Sinks – 4

NOTE: These areas and counts are approximate only, and provided to assist you in developing your bids – it is the responsibility of the Vendor to measure and count accurately prior to bid submittal.

Cleaning Schedule and Limitations (if any)
Daily, 7 days/week.
Cleaning may take place at any time provided it does not conflict with a scheduled event.

DAILY Cleaning Services:

Floor Service. Wash, scrub, mop floors as needed to remove dirt, mud, and beach sand debris.

Restrooms. Clean and disinfect all washbasins, fixtures, toilets, restroom dispensers, and sink fixtures. Spot wash restroom walls. Sweep and wet mop floors with disinfectant solution. Refill restroom toilet tissue dispensers. Clean baby changing stations as needed. Make sure all toilet basins are clear of debris.

Supplies. Restock needed supplies as necessary.

MEASUREMENT AND PAYMENT EXPLANATION:

The units "Monthly" and "Bi-Weekly" shall include payment for all tools, labor, materials, cleaning supplies, general custodial supplies, replacing and restocking paper goods, and any other equipment or items necessary for the acceptable cleaning of the City of Des Moines' facilities as outlined in Exhibits A through O. This includes all daily, weekly, bi-weekly, monthly, and quarterly cleaning services.

Note: Consumables (i.e. paper goods, trash can liners, soaps, etc.) shall be invoiced separately per facility based upon actual usage.

City Council
AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: **Contract Addendum Related to Department of Commerce Grant**

ATTACHMENTS:
1. Lavoro Development Inc Contract Addendum
2. Lavoro Development Inc Contract
3. Dept of Commerce Amendment C

FOR AGENDA OF:
November 12, 2026

DEPT OF ORIGIN:
Finance

DATE SUBMITTED:
October 30, 2026

CLEARANCES:

Purpose and Recommendation
The purpose of this consent agenda item is to request City Council approval of a contract amendment with Lavoro Development, Inc., doing business as Eernissee Consulting, in the amount of $47,000 for professional services associated with an electric taxi study funded by the Washington State Department of Commerce.

Motion: "I move to approve the amendment to the professional services contract with Lavoro Development, Inc., doing business as Eernissee Consulting, for the Washington State Department of Commerce-funded electric ferry taxi study, increasing the total contract amount to $70,000, and to authorize the City Manager to sign the amendment substantially in the form as submitted."

Strategic Plan Priority
Natural and Built Environment, Financial Stability

Background
Section 10(c) of City Council Resolution No. 1485 requires professional services contracts over $50,000 to be placed on the City Council consent calendar for approval. With this amendment, the Eernissee Consulting contract total exceeds that threshold.

The City received a grant from the Washington State Department of Commerce (Commerce) to study whether an electric taxi between the City of Des Moines and downtown Seattle would be viable. The original grant award of $160,000 was later

increased to $195,000. Commerce fully funds the grant, and no City match is required.

While the City was administering the grant, Commerce staff told the City that more grant funds were available. The City and Commerce agreed that expanded public engagement on transportation habits would fit the grant goals and benefit the City. Lavoro Development, Inc., doing business as Eernissee Consulting, conducted the additional public engagement work.

Three consulting firms provided professional services for the study:

- **Nelson\Nygaard Consulting Associates:** $100,000
- **BERK Consulting:** $25,000
- **Eernissee Consulting:** $70,000
- **Total:** $195,000

The Eernissee Consulting contract was originally authorized for $23,000. It was increased to $70,000 to cover the expanded scope, which included additional public outreach. The outreach results were summarized in the report presented to the City Council at the May 21, 2026, Council meeting.

Discussion

The proposed contract amendment would increase the contract amount from $23,000 to $70,000. The increase covers services already performed and paid for under the expanded electric taxi study. The Commerce grant fully funds the contract, so there is no net cost to the City.

The original $23,000 contract was within the City Manager's contracting authority under Resolution No. 1485. After Commerce increased the grant award, the consultant performed additional work on the project. A contract amendment for the expanded scope and funding was not processed at that time.

Because of an administrative oversight in contract tracking, payments totaling $70,000 were made before the contract amendment and City Council approval were obtained.

Staff has confirmed that this was an isolated oversight, and the contract record has been updated.

Financial Impact

There is no financial impact to the City. Commerce fully reimbursed the City for the consultant's costs of $70,000.

Recommendation

Staff recommend approval of the contract amendment.

CONTRACT AMENDMENT/ADDENDUM FORM

CONTRACT FOR CONSULTANT SERVICES BETWEEN THE CITY OF DES MOINES AND EERNISSEE CONSULTING

THIS AMENDMENT/ADDENDUM is entered into on this .... day of November, 2026, pursuant to that certain Contract entered into on the 25th day of April, 2025, between the **CITY OF DES MOINES,** WASHINGTON (hereinafter "City"), and **Eernissee Consulting,** (hereinafter "Consultant"),.

The parties herein agree that the Contract dated April 25, 2025, (hereinafter "Contract") shall remain in full force and effect, except for the amendments/addendums set forth as follows:

1) **SECTION** I of the Contract is hereby amended to add the following to the scope of work:

> Conduct focus groups for further community engagement and add alternative modes of transportation to study for comparison

2) **SECTION** III.A. of the Contract is hereby amended to read as follows:

> The City shall pay the Consultant, based on time and materials, an amount not to exceed $70,000 (seventy thousand dollars) for the services described in this Contract. This is the maximum amount to be paid under this Contract for the work described in Section I above, and shall not be exceeded without the prior written authorization of the City in the form of a negotiated and executed amendment to this Contract. The Consultant agrees that the amount budgeted for as set forth in Exhibit 1 for its services contracted for herein shall remain locked at the negotiated rate(s) for the term of this Contract.

Except as modified hereby, all terms and conditions of the Contract identified above remain in full force and effect.

IN WITNESS WHEREOF the parties hereto have executed this Addendum as of the date first above written.

CONSULTANT:	CITY OF DES MOINES:
By:_____ *(signature)* Print Name:_____ Its_____ *(Title)* DATE:_____	By:_____ *(signature)* Print Name: Katherine Caffrey Its City Manager *(Title)* DATE:_____ Approved as to form: _____ _____ City Attorney Director DATE:_____ DATE: _____
NOTICES TO BE SENT TO: **CONSULTANT:** Dan Eernissee Eernissee Consulting 5509 17th Ave NE Seattle, WA 98105 206 356-2021 (telephone) Dan.eernissee@gmail.com (facsimile/email)	**NOTICES TO BE SENT TO:** **CITY OF DES MOINES:** Katherine Caffrey City of Des Moines 21630 11th Avenue S., Suite A Des Moines, WA 98198 206 870-6554 (telephone) KCaffrey@desmoineswa.gov (facsimile/email)

VEND#1740

ADGNT0003.05.003

CONSULTANT SERVICES CONTRACT between the City of Des Moines and Eernissee Consulting

THIS CONTRACT is made between the City of Des Moines, a Washington municipal corporation (hereinafter the "City"), and Eernissee Consulting, organized under the laws of the State of Washington, located and doing business at 5509 17th Ave NE, Seattle, WA 98105 (hereinafter the "Consultant").

I. DESCRIPTION OF WORK.

Consultant shall perform the following services for the City in accordance with the following described plans and/or specifications:

See attached scope of work dated April 18, 2025, (Exhibit 1).

Consultant further represents that the services furnished under this Contract will be performed in accordance with generally accepted professional practices within the Puget Sound region in effect at the time those services are performed.

II. TIME OF COMPLETION. The parties agree that work will begin on the tasks described in Section I above immediately upon the effective date of this Contract. Upon the effective date of this Contract, Consultant shall complete the work described in Section I by December 31, 2026.

III. COMPENSATION.

A. The City shall pay the Consultant, based on time and materials, an amount not to exceed $23,000 (twenty-three thousand dollars) for the services described in this Contract. This is the maximum amount to be paid under this Contract for the work described in Section I above, and shall not be exceeded without the prior written authorization of the City in the form of a negotiated and executed amendment to this Contract. The Consultant agrees that the amount budgeted for as set forth in Exhibit 1 for its services contracted for herein shall remain locked at the negotiated rate(s) for the term of this Contract.

B. The Consultant shall submit quarterly payment invoices to the City for work performed, and a final bill upon completion of all services described in this Contract. The City shall provide payment within forty-five (45) days of receipt of an invoice. If the City objects to all or any portion of an invoice, it shall notify the Consultant and reserves the option to only pay that portion of the invoice not in dispute. In that event, the parties will immediately make every effort to settle the disputed portion.

IV. INDEPENDENT CONTRACTOR. The parties intend that an Independent Contractor-Employer Relationship will be created by this Contract and that the Consultant has the ability to control and direct the performance and details of its work; however, the City shall have authority to ensure that the terms of the Contract are performed in the appropriate manner.

V. CHANGES. The City may issue a written change order for any change in the Contract work during the performance of this Contract. If the Consultant determines, for any reason, that a change order is necessary, Consultant must submit a written change order request to the person listed in the notice provision section of this Contract, section XVI(C), within fourteen (14) calendar days of the date Consultant knew or should have known of the facts and events giving rise to the requested change. If the City determines that the change increases or decreases the Consultant's costs or time for performance, the City will make an equitable adjustment. The City will attempt, in good faith, to reach agreement with the Consultant on all equitable adjustments. However, if the parties are unable to agree, the City will determine the equitable adjustment as it deems appropriate. The Consultant shall proceed with the change order work upon receiving either a written change order from the City or an oral order from the City before actually receiving the written change order. If the Consultant fails to require a change order within the time specified in this paragraph, the Consultant waives its right to make any claim or submit subsequent change order requests for that portion of the contract work. If the Consultant disagrees with the equitable adjustment, the Consultant must complete the change order work; however, the Consultant may elect to protest the adjustment as provided in subsections A through E of Section VI, Claims, below.

The Consultant accepts all requirements of a change order by: (1) endorsing it, (2) writing a separate acceptance, or (3) not protesting in the way this section provides. A change order that is accepted by Consultant as provided in this section shall constitute full payment and final settlement of all claims for contract time and for direct, indirect and consequential costs, including costs of delays related to any work, either covered or affected by the change.

VI. CLAIMS. If the Consultant disagrees with anything required by a change order, another written order, or an oral order from the City, including any direction, instruction, interpretation, or determination by the City, the Consultant may file a claim as provided in this section. The Consultant shall give written notice to the City of all claims within fourteen (14) calendar days of the occurrence of the events giving rise to the claims, or within fourteen (14) calendar days of the date the Consultant knew or should have known of the facts or events giving rise to the claim, whichever occurs first. Any claim for damages, additional payment for any reason, or extension of time, whether under this Contract or otherwise, shall be conclusively deemed to have been waived by

the Consultant unless a timely written claim is made in strict accordance with the applicable provisions of this Contract.

At a minimum, a Consultant's written claim shall include the information set forth in subsections A, items 1 through 5 below.

FAILURE TO PROVIDE A COMPLETE, WRITTEN NOTIFICATION OF CLAIM WITHIN THE TIME ALLOWED SHALL BE AN ABSOLUTE WAIVER OF ANY CLAIMS ARISING IN ANY WAY FROM THE FACTS OR EVENTS SURROUNDING THAT CLAIM OR CAUSED BY THAT DELAY.

A. Notice of Claim. Provide a signed written notice of claim that provides the following information:
   1. The date of the Consultant's claim;
   2. The nature and circumstances that caused the claim;
   3. The provisions in this Contract that support the claim;
   4. The estimated dollar cost, if any, of the claimed work and how that estimate was determined; and
   5. An analysis of the progress schedule showing the schedule change or disruption if the Consultant is asserting a schedule change or disruption.

B. Records. The Consultant shall keep complete records of extra costs and time incurred as a result of the asserted events giving rise to the claim. The City shall have access to any of the Consultant's records needed for evaluating the protest.

The City will evaluate all claims, provided the procedures in this section are followed. If the City determines that a claim is valid, the City will adjust payment for work or time by an equitable adjustment. No adjustment will be made for an invalid protest.

C. Consultant's Duty to Complete Protested Work. In spite of any claim, the Contractor shall proceed promptly to provide the goods, materials and services required by the City under this Contract.

D. Failure to Protest Constitutes Waiver. By not protesting as this section provides, the Consultant also waives any additional entitlement and accepts from the City any written or oral order (including directions, instructions, interpretations, and determination).

E. Failure to Follow Procedures Constitutes Waiver. By failing to follow the procedures of this section, the Consultant completely waives any claims for protested work and accepts from the City any written or oral order (including directions, instructions, interpretations, and determination).

VII. LIMITATION OF ACTIONS. CONSULTANT MUST, IN ANY EVENT, FILE ANY LAWSUIT ARISING FROM OR CONNECTED WITH THIS CONTRACT WITHIN 120 CALENDAR DAYS FROM THE DATE THE CONTRACT WORK IS COMPLETE OR CONSULTANT'S ABILITY TO FILE THAT CLAIM OR SUIT SHALL BE FOREVER BARRED. THIS SECTION FURTHER

LIMITS ANY APPLICABLE STATUTORY LIMITATIONS PERIOD.

VIII. TERMINATION. Either party may terminate this Contract, with or without cause, upon providing the other party thirty (30) days written notice at its address set forth on the signature block of this Contract. After termination, the City may take possession of all records and data within the Consultant's possession pertaining to this project, which may be used by the City without restriction. If the City's use of Consultant's records or data is not related to this project, it shall be without liability or legal exposure to the Consultant.

IX. DISCRIMINATION. In the hiring of employees for the performance of work under this Contract or any subcontract, the Consultant, its subcontractors, or any person acting on behalf of the Consultant or subcontractor shall not, by reason of race, religion, color, sex, age, sexual orientation, national origin, or the presence of any sensory, mental, or physical disability, discriminate against any person who is qualified and available to perform the work to which the employment relates.

X. INDEMNIFICATION. Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

The City's inspection or acceptance of any of Consultant's work when completed shall not be grounds to avoid any of these covenants of indemnification.

Should a court of competent jurisdiction determine that this Contract is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence.

IT IS FURTHER SPECIFICALLY AND EXPRESSLY UNDERSTOOD THAT THE INDEMNIFICATION PROVIDED HEREIN CONSTITUTES THE CONSULTANT'S WAIVER OF IMMUNITY UNDER INDUSTRIAL INSURANCE, TITLE 51 RCW, SOLELY FOR THE PURPOSES OF THIS INDEMNIFICATION. THE PARTIES FURTHER ACKNOWLEDGE THAT THEY HAVE MUTUALLY NEGOTIATED THIS WAIVER.

The provisions of this section shall survive the expiration or termination of this Contract.

XI. (INTENTIONALLY OMITTED)

XII. EXCHANGE OF INFORMATION. The City will provide its best efforts to provide reasonable accuracy of any information supplied by it to Consultant for the purpose of completion of the work under this Contract.

XIII. OWNERSHIP AND USE OF RECORDS AND DOCUMENTS. Original documents, drawings, designs, reports, or any other records developed or created under

this Contract shall belong to and become the property of the City. All records submitted by the City to the Consultant will be safeguarded by the Consultant. Consultant shall make such data, documents, and files available to the City upon the City's request. The City's use or reuse of any of the documents, data and files created by Consultant for this project by anyone other than Consultant on any other project shall be without liability or legal exposure to Consultant.

XIV. CITY'S RIGHT OF INSPECTION. Even though Consultant is an independent contractor with the authority to control and direct the performance and details of the work authorized under this Contract, the work must meet the approval of the City and shall be subject to the City's general right of inspection to secure satisfactory completion.

XV. WORK PERFORMED AT CONSULTANT'S RISK. Consultant shall take all necessary precautions and shall be responsible for the safety of its employees, agents, and subcontractors in the performance of the contract work and shall utilize all protection necessary for that purpose. All work shall be done at Consultant's own risk, and Consultant shall be responsible for any loss of or damage to materials, tools, or other articles used or held for use in connection with the work.

XVI. MISCELLANEOUS PROVISIONS.

A. Non-Waiver of Breach. The failure of the City to insist upon strict performance of any of the covenants and agreements contained in this Contract, or to exercise any option conferred by this Contract in one or more instances shall not be construed to be a waiver or relinquishment of those covenants, agreements or options, and the same shall be and remain in full force and effect.

B. Resolution of Disputes and Governing Law.

1. Alternative Dispute Resolution. If a dispute arises from or relates to this Contract or the breach thereof and if the dispute cannot be resolved through direct discussions, the parties agree to endeavor first to settle the dispute in an amicable manner by mediation administered by a mediator under JAMS Alternative Dispute Resolution service rules or policies before resorting to arbitration. The mediator may be selected by agreement of the parties or through JAMS. Following mediation, or upon written agreement of the parties to waive mediation, any unresolved controversy or claim arising from or relating to this Contract or breach thereof shall be settled through arbitration which shall be conducted under JAMS rules or policies. The arbitrator may be selected by agreement of the parties or through JAMS. All fees and expenses for mediation or arbitration shall be borne by the parties equally. However, each party shall bear the expense of its own counsel, experts, witnesses, and preparation and presentation of evidence.

2. Applicable Law and Jurisdiction. This Contract shall be governed by the laws of the State of Washington. Although the agreed to and designated primary dispute resolution method as set forth above, in the event any claim, dispute or action arising from or relating to this Contract cannot be submitted to arbitration, then it shall be commenced exclusively in the King County Superior Court or the United States District Court, Western District of Washington as appropriate. In any claim or lawsuit for

damages arising from the parties' performance of this Agreement, each party shall pay all its legal costs and attorney's fees incurred in defending or bringing such claim or lawsuit, in addition to any other recovery or award provided by law; provided, however, nothing in this paragraph shall be construed to limit the City's right to indemnification under Section X of this Contract.

C. Written Notice. All communications regarding this Contract shall be sent to the parties at the addresses listed on the signature page of this Contract, unless notified to the contrary. Any written notice hereunder shall become effective three (3) business days after the date of mailing by registered or certified mail, and shall be deemed sufficiently given if sent to the addressee at the address stated in this Contract or such other address as may be hereafter specified in writing.

D. Assignment. Any assignment of this Contract by either party without the written consent of the non-assigning party shall be void. If the non-assigning party gives its consent to any assignment, the terms of this Contract shall continue in full force and effect and no further assignment shall be made without additional written consent.

E. Modification. No waiver, alteration, or modification of any of the provisions of this Contract shall be binding unless in writing and signed by a duly authorized representative of the City and Consultant.

F. Entire Contract**.** The written provisions and terms of this Contract, together with any Exhibits attached hereto, shall supersede all prior verbal statements of any officer or other representative of the City, and such statements shall not be effective or be construed as entering into or forming a part of or altering in any manner this Contract. All of the above documents are hereby made a part of this Contract. However, should any language in any of the Exhibits to this Contract conflict with any language contained in this Contract, the terms of this Contract shall prevail.

G. Compliance with Laws. The Consultant agrees to comply with all federal, state, and municipal laws, rules, and regulations that are now effective or in the future become applicable to Consultant's business, equipment, and personnel engaged in operations covered by this Contract or accruing out of the performance of those operations.

H. Business License. Contractor shall comply with the provisions of Title 5 Chapter 5.04 of the Des Moines Municipal Code.

I. Counterparts. This Contract may be executed in any number of counterparts, each of which shall constitute an original, and all of which will together constitute this one Contract.

J. Records Retention and Audit. During the progress of the Work and for a period not less than three (3) years from the date of completion of the Work or for the retention period required by law, whichever is greater, records and accounts pertaining to the Work and accounting therefore are to be kept available by the Parties for inspection and audit by representatives of the Parties and copies of all records, accounts, documents, or other data pertaining to the Work shall be furnished upon request. Records and accounts shall be maintained in accordance with applicable state law and regulations.

IN WITNESS, the parties below execute this Contract, which shall become effective on the last date entered below.

CONSULTANT:	**CITY OF DES MOINES:**
By: _____ (signature) Print Name: DANIEL M. EERNISSEE Its President, Eernissee Consulting (Title) DATE: 4.24.2025	By: Katherine Caffrey (signature) Print Name: Katherine Caffrey Its City Manager (Title) DATE: 04/25/2025 Approved as to form: /s/ Tim George City Attorney DATE: 04/25/2025

NOTICES TO BE SENT TO: **CONSULTANT:**	**NOTICES TO BE SENT TO:** **CITY OF DES MOINES:**
Dan Eernissee Eernissee Consulting 5509 17th Ave NE, Seattle, WA 98105 (206) 356-2021 (telephone) Dan.eernissee@gmail.com (email)	Katherine Caffrey City of Des Moines 21630 11th Avenue S., Suite A Des Moines, WA 98198 (206) 870-6554 (telephone) KCaffrey@desmoineswa.gov (email)

NOTE: EERNISSEE

EERNISSEE CONSULTING

Katherine Caffrey, City Manager
City of Des Moines
21630 11th Avenue S, Suite A
Des Moines, WA 98198

April 18, 2025

EXHIBIT 1: SCOPE OF WORK

Consultant for Department of Commerce Electric Taxi Initiative Grant

Dear Katherine,

I am pleased to offer the services of Eernissee Consulting to oversee the project outlined in the document titled "Federal Interagency Agreement with City of Des Moines through Energy Efficiency and Electrification program, Clean Buildings" (Contract Number: F24-51701-006). This engagement is for the purpose of conducting community engagement and environmental analysis for the Electric Taxi Initiative.

Scope of Work:

Eernissee Consulting will work on behalf of the City of Des Moines and be responsible for:

- Interacting with the Department of Commerce
  - Acting as the City/Grantee contact
  - Clarifying and – as appropriate – renegotiating timeline and terms of the grant contract
  - Complying with the DOC's reporting and invoicing requirements
- Selecting a qualified consultant
  - Creating a Request for Qualifications (RFQ) or Request for Proposals (RFP) advertisement
  - Leading a selection team through the evaluation of responding firms
  - Executing a contract with the selected consultant
- Overseeing the consultant's work
  - Directing, monitoring, and communicating with the consultant team and City Staff
  - Working with the consultant to design and complete the Community Engagement and Economic & Environmental Analysis Studies
  - Overseeing outreach and engagement efforts using methods such as in-person and virtual meetings, focus groups, and surveys
  - Honing recommendations and findings based on the studies conducted.
- Supporting the City Manager
  - Reporting progress and findings to the City Manager
  - As requesting, presenting findings to the City Staff, public, and/or City Council
  - Performing other economic development tasks as assigned and agreed in writing

5509 17th Ave NE, Seattle, WA 98105 206.356.2021 dan.eernissee@gmail.com

Hourly rate:

The hourly rate for the services provided by Eernissee Consulting will be $250 per hour. Billing is not to exceed $23,000.

Reimbursement of Expenses:

The City shall reimburse for all reasonable and necessary out-of-pocket expenses incurred by the performance of services, provided that such expenses are pre-approved in writing by the Company.

Duration of Engagement:

The engagement will commence upon execution of a Professional Service Agreement (PSA) and will continue as stated in the PSA.

Confidentiality:

Eernissee Consulting agrees to maintain the confidentiality of all information provided by the City of Des Moines and will not disclose any such information to third parties without prior written consent.

Thank you for the opportunity to serve, and I very much look forward to working with the City of Des Moines on this important project.

Warm regards,



Dan Eernissee, President
Eernissee Consulting

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Amendment

Washington State Department of Commerce

Grant Number: F24-51701-006
Amendment: C

Energy Division
Buildings Unit
Energy Efficiency Retrofits

1. Grantee City of Des Moines 21630 11TH AVE S STE A DES MOINES, WA, 98198	**2. Grantee Doing Business As (optional)**
3. Grantee Representative (only if updated) Katy Bevegni, Deputy Harbormaster (206) 870-9149 Kbevegni@desmoineswa.gov	**4. COMMERCE Representative (only if updated)** Kristen Kalbrener Program Manager 360-515-8112 energyretrofits@commerce.wa.gov PO Box 42525 1011 Plum St SE Olympia, WA 98504-2525

5. Original Grant Amount (including any previous amendments)	**6. Amendment Amount**	**7. New Grant Amount**
$160,000.00	$35,000.00	$195,000.00

8. Amendment Funding Source	**9. Amendment Start Date**	**10. Amendment End Date**
Federal: X **State:** **Other:** **N/A:**	5/21/2025	6/15/26

11. Federal Funds (as applicable):	**Federal Agency:**	**ALN:**
$160,000.00	U.S. Dept. of Energy	81.128

12. Amendment Purpose: The contract is amended to add $35,000 for growth of the scope to include focus groups for further community engagement and extend the contract to June 15, 2026. The grant amount remains the same.

COMMERCE, defined as the Department of Commerce, and the Grantee, as defined above, acknowledge and accept the terms of this Grant as Amended and attachments and have executed this Grant Amendment on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Grant as Amended are governed by this Grant Amendment and the following other documents incorporated by reference: Grantee Terms and Conditions including Attachment "A" – Scope of Work, Attachment "B" – Budget. A copy of this Grant Amendment shall be attached to and made a part of the original Grant between COMMERCE and the Grantee. Any reference in the original Grant to the "Grant" shall mean the "Grant as Amended".

FOR GRANTEE

Katy Bevegni
7B23BC539A1E4BB...

Katy Bevegni, Deputy Harbormaster

3/26/2026 | 1:38 PM PDT

Date

FOR COMMERCE

Jennifer Grove
7BBCBF83E1F34AE...

Jennifer Grove, Assistant Director, Energy

3/30/2026 | 6:19 PM PDT

Date

APPROVED AS TO FORM ONLY

Sandra Adix
Assistant Attorney General

3/20/2014
Date

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This Grant is **amended** as follows

Attachment A: Scope of Work

PROJECT GOALS

- Complete a Community Engagement Study, an Economic & Environmental Analysis Study, and a study of secondary transportation options to shape the future of Electric Water Taxi service from Des Moines to downtown Seattle and possible other routes.
- Research the potential for multicultural outreach to be used for communicating to underserved communities about the complementary transit modes could be used to better serve the community.
- Use study data and recommendations for Des Moines to pursue additional partnerships with regional transit authorities and other cities.
- Use Information gained from the studies to strengthen state and federal grant applications and improve the city's chances for formula funding opportunities.
- Use the data gathered to assist King County Metro Marine Division in their evaluation of a potential service route to Des Moines.

TASK DESCRIPTIONS & DELIVERABLES

~~**Engage**~~ **Hire consultants to design Community Engagement and Economic & Environmental Analysis Studies** (~~Fall 2025~~ **OCTOBER 2025 – JUNE 2026**): The City of Des Moines will develop the scope of work for both studies, post the requests for proposals according to city procurement practices, conduct interviews and negotiate contracts. ~~Based on advance work, the City of Des Moines anticipates it will contract with three consultants: 1) Nelson\Nygaard will provide the Community Engagement and Environmental Analysis as well as secondary transportation option analysis; 2) KPFF/BERK will provide supportive Economic Development Analysis; and 3) Eernissee Consulting will provide project management on behalf of the City and supplemental public engagement support.~~

Deliverable: Consultants hired. Design and complete studies and write up recommendations and findings **by JUNE 15, 2026.**

Economic & Environmental Analysis Study (OCTOBER 2025 – ~~March 15~~ JUNE 2026)

Consultant will complete an analysis that provides projections regarding the expenses and revenue of the Des Moines-Seattle route; the economic impact on the city of Des Moines; updated information about commuter patterns and interest; first-mile/last-mile needs to access the ferry and connect to existing transit routes and hubs; impacts of commuters and recreational travelers in the Des Moines Marina; and potential for scalable additional routes and implementation partners including additional cities and transit authorities. The study will also provide a risk analysis on the potential impacts to low-income residents. The

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consultant will complete an analysis of the environmental benefits of ferry, bus, and light rail ~~a zero-emission~~ transit options to Seattle and provide an analysis on the benefits of such an option to low-income residents. The City of Des Moines will collaborate with King County Metro Marine Division to ensure analysis provides the insight and findings King County will use in their evaluation of a service route to Des Moines.

Deliverable: Consultants will produce a study that includes the revenue and expenses of the ferry route; economic benefits of the Des Moines/Seattle ferry in light of other transit oriented development strategies; and an analysis of potential additional routes and partners. The report will contain timelines and actionable steps for the City of Des Moines to pursue ferry implementation and funding. The study will include pollution impacts and resulting benefits to low-income residents.

Community Engagement Study (OCTOBER 2025 – ~~March 15~~ JUNE 2026)
Consultant will conduct outreach and engagement in-person and virtual meetings, three focus groups, and surveys to shape public input on the implementation of the ferry. Outreach will include low-income, limited English-speaking populations, and other groups that represent the population of Des Moines and will provide translation services. The study will include how best to engage and shape the ferry initiative alongside other modes of public transportation to serve underserved communities, ensure and publicize first/mile last mile service to the ferry and recommendations for a public information campaign to attract riders to the ferry and/or other modes of public transportation. The City of Des Moines will collaborate with King County Metro Marine Division to ensure analysis provides the insight and findings King County will use in their evaluation of a service route to Des Moines.

Deliverable: Consultants will produce a report that includes data and recommendations from community engagement outreach; and the potential impacts and risk/benefit analysis on the underserved populations of Des Moines. The report will include community input for first mile/last mile infrastructure needs as well as public transportation needs for commuting to work and running daily errands. Consultants will provide recommendations for a potential public information campaign to attract future riders to the ferry service and/or other modes of public transportation.

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Attachment B: Budget

EECBG Project Budget – 2 years

Project Costs must be:

- Directly related to project Scope of Work.
- Incurred during the budget period.
- Not also billed to any other source.
- Payments made documented in a ledger.

Resource: Code of Federal Regulations: eCFR :: 2 CFR Part 200 Subpart E -- Cost Principles

Grant Amount: ~~$160,000~~ $195,000
Commerce contract #: F24-51701-006
Fund Source: U.S. Department of Energy
Pass-through Entity: WA State Dept. of Commerce
De Minimis Indirect Rate: 15% unless recipient organization has established its own rate
ALN: 81.128 FAIN: DE-SE0000236

DESCRIPTION	DELIVERABLES	COST
Professional services (w/brief description): Type, billable hours, rate **Nelson\Nygaard transportation study/survey** **BERK Economic Development analysis** **Group consultant TBD - 3 focus groups**	PAID INVOICE/S	~~$110,000~~ $100,000 $30,000 **$31,000**
TOTAL PROFESSIONAL SERVICES		**$161,000**
Materials/Supplies (brief description): Equipment, office supplies, printed brochures, public meeting expenses, mailing, etc.	PAID INVOICES	 $5,000
Internal administration (w/brief description): ~~Project Management by Eernissee Consulting~~ ~~Project Management by City of Des Moines~~ Staff and/or contractor time and expense: # persons, labor hours, avg. wage rate incl. fringe, etc. w/synopsis of what each did	TIMESHEETS, DOCUMENTATION OF WAGES/PAID INVOICES	 ~~$23,000~~ ~~$2,000~~ $29,000
TOTAL ADMINISTRATIVE SERVICES		**~~$30,000~~** **$34,000**
TOTAL GRANT AMOUNT		~~$160,000~~ **$195,000**

ALL OTHER TERMS AND CONDITIONS OF THIS GRANT REMAIN IN FULL FORCE AND EFFECT.

Docusign Envelope ID: CB64F466-D903-439E-810E-7CA66C5D2F04

Washington State Department of Commerce | ENERGY DIVISION

Energy Contracts Routing Slip

Reviewed by	I verify that:	Initials
PROGRAM MANAGER & SUPERVISOR	• Any and all changes made are within my delegated authority and responsibilities • Fund source reviewed and contract amount approved • Contract/amendment entry in CMS • If applicable, fund allocation spreadsheet emailed to appropriate staff • Fund obligation discussed, reviewed and memo approved by leadership and appointing authority prior to routing contract or amendment, if applicable	DS KK
CLEAN BUILDINGS CONTRACT & BUDGET REVIEW	• Any and all changes made are within my delegated authority and responsibilities • Fund source, contract terms, scope of work reviewed and approved	DS AM
BUDGET STAFF	• Any and all changes made are within my delegated authority and responsibilities • Reviewed allotment authority and coding • Appropriate award paperwork in place, if applicable • Reviewed contract/amendment entry in CMS	DS DN
MANAGING DIRECTOR	• Any and all changes made are within my delegated authority and responsibilities • Final review before appointing authority signature	DS ES
ASSISTANT DIRECTOR *cc: Energy Admin Lead*	• Contract, amendment, or memo approved and signed by the Approving Authority	[Signature on document]

Instructions:

- Use this slip when soliciting any signature from the Energy Assistant Director or Deputy Assistant Director
- Attach this slip to the top of your DocuSign envelope *before* any additional materials
- When routing, only staff implicated in a request need to initial this slip. Inapplicable initial cells may be left empty
- The DocuSign envelope should be *context complete* and all relevant explanatory material attached
- **Questions?** Contact your Unit Admin or the Energy Admin Lead

Certificate Of Completion

Envelope Id: CB64F466-D903-439E-810E-7CA66C5D2F04
Subject: EECBG Des Moines Amendment C Contract #: F24-51701-006
Program: Clean buildings EER
ContractNumber: F24-51701-006
Division:
Energy
DocumentType:
Contract Amendment
Source Envelope:
Document Pages: 5
Certificate Pages: 6
AutoNav: Enabled
EnvelopeId Stamping: Enabled
Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Signatures: 2
Initials: 4

Status: Completed

Envelope Originator:
Janice Jacobsen
1011 Plum Street SE
MS 42525
Olympia, WA 98504-2525
janice.jacobsen@commerce.wa.gov
IP Address: 198.239.106.145

Record Tracking

Status: Original
3/9/2026 4:51:05 PM
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Holder: Janice Jacobsen
janice.jacobsen@commerce.wa.gov
Pool: StateLocal

Location: DocuSign

Signer Events	Signature	Timestamp
Kristen Kalbrener kristen.kalbrener@commerce.wa.gov Security Level: Email, Account Authentication (None), Login with SSO	 Signature Adoption: Pre-selected Style Using IP Address: 147.55.134.35	Sent: 3/12/2026 10:04:26 AM Viewed: 3/12/2026 10:36:31 AM Signed: 3/12/2026 10:39:55 AM
Electronic Record and Signature Disclosure: Not Offered via Docusign		
Anneka McDonald anneka.mcdonald@commerce.wa.gov Incentive Program Lead Washington State Department of Commerce Security Level: Email, Account Authentication (None), Login with SSO	 Signature Adoption: Pre-selected Style Using IP Address: 198.238.8.181	Sent: 3/12/2026 10:39:56 AM Viewed: 3/13/2026 7:28:59 AM Signed: 3/13/2026 7:29:09 AM
Electronic Record and Signature Disclosure: Not Offered via Docusign		
Dan Nguyen dan.nguyen@commerce.wa.gov Budget Analyst Signing Group: DL Energy Budget Security Level: Email, Account Authentication (None), Login with SSO	 Signature Adoption: Pre-selected Style Using IP Address: 198.238.29.41	Sent: 3/13/2026 7:29:11 AM Viewed: 3/13/2026 11:59:52 AM Signed: 3/18/2026 2:18:07 PM
Electronic Record and Signature Disclosure: Not Offered via Docusign		

Signer Events	Signature	Timestamp
Emily Salzberg emily.salzberg@commerce.wa.gov Managing Director, Buildings Washington State Department of Commerce Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	DS ES Signature Adoption: Pre-selected Style Using IP Address: 198.239.10.182	Sent: 3/18/2026 2:18:08 PM Viewed: 3/26/2026 8:16:04 AM Signed: 3/26/2026 8:16:07 AM
Katy Bevegni KBevegni@desmoineswa.gov Assistant Harbormaster Des Moines Marina Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 8/19/2024 11:47:30 AM ID: d022056a-14fd-4645-bfa8-51cf91c2d8d8	DocuSigned by: Katy Bevegni 7B23BC539A1E4BB... Signature Adoption: Pre-selected Style Using IP Address: 146.129.246.3	Sent: 3/26/2026 8:16:09 AM Viewed: 3/26/2026 1:38:00 PM Signed: 3/26/2026 1:38:31 PM
Jennifer Grove jennifer.grove@commerce.wa.gov Assistant Director, Energy Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	Signed by: Jennifer Grove 7BBCBF83E1F34AE... Signature Adoption: Pre-selected Style Using IP Address: 147.55.149.194	Sent: 3/26/2026 1:38:34 PM Viewed: 3/30/2026 6:19:05 PM Signed: 3/30/2026 6:19:51 PM

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
Chelsey Weflen chelsey.weflen@commerce.wa.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 3/30/2026 6:19:53 PM

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	3/12/2026 10:04:26 AM
Certified Delivered	Security Checked	3/30/2026 6:19:05 PM
Signing Complete	Security Checked	3/30/2026 6:19:51 PM
Completed	Security Checked	3/30/2026 6:19:53 PM

Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

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At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a $0.15 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Washington State Department of Commerce:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:
To contact us by email send messages to: docusign@commerce.wa.gov

To advise Washington State Department of Commerce of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at docusign@commerce.wa.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Washington State Department of Commerce

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to docusign@commerce.wa.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Washington State Department of Commerce

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to docusign@commerce.wa.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: https://support.docusign.com/guides/signer-guide-signing-system-requirements.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Washington State Department of Commerce as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Washington State Department of Commerce during the course of your relationship with Washington State Department of Commerce.

City Council
AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: **ILA Amendment with King County Library District**

ATTACHMENTS:
1. Amendment to Interlocal Agreement - City of Des Moines and King County Library District
2. ILA for Library

FOR AGENDA OF:
November 12, 2026

DEPT OF ORIGIN:
Legal

DATE SUBMITTED:
October 27, 2026

CLEARANCES:
City Clerk
Finance

Purpose and Recommendation

The purpose of this agenda item is to seek City Council approval of amendment #1 to the Interlocal Agreement between the City of Des Moines and the King County Library District to update and memorialize the partnership between the parties and the responsibility for care and maintenance of the library building at 21620 11th Ave S. The following motion will appear on the consent calendar:

Motion: "I move to approve the amendment to the Interlocal Agreement with King County Library District to update and memorialize the responsibility for care and maintenance of the library building at 21620 11th Ave S, and authorize the City Manager to sign the Agreement substantially in the form as attached."

Strategic Plan Priority

Engaged and Thriving Community - Approving this ILA will allow the Library to apply for specific grants to improve the infrastructure at this site. Having a modern and well maintained library system is a valuable asset for an engaged and thriving community.

Background

In August 1989, the City and the King County Library District entered into an Interlocal Agreement governing the parties' respective responsibilities with respect to the library facility located at 21620 11th Ave S. The City and District each hold an undivided one-half interest as tenants in common in the library and the real property upon which it is

situated. Pursuant to historical agreements, the Library is responsible for all utility costs and maintenance of and repair to the facility and grounds.

This amendment is being proposed at the request of the Library, for the purpose of identifying the relationship of the parties, clearly allocating responsibilities going forward, and authorizing the Library to undertake capital improvements and renovations at the Facility. Having this updated ILA will also provide documentation sufficient to support the Library District's grant applications and other purposes requiring evidence of the parties' respective rights and obligations.

Discussion

The purpose of this Amendment is to update the prior ILA to set forth the current relationship of the parties with respect to the ownership of the land and facility, maintenance, repair and utility obligations, capital improvements, insurance, and related matters. Having an updated and current ILA will assist with grant applications the Library District is anticipating to prepare. No changes in the existing relationship between the City and the Library will occur as a result of this amended ILA.

During the process of preparation of this amendment, it was discovered that the original deed that was intended to be recorded following the 1989 ILA was never recorded. A new deed has been drafted and will be filed by the City upon execution of this amendment.

Alternatives

1. Approve the amendment as presented.
2. Propose changes to the amendment.
3. Do not approve the amendment.

Financial Impact

There is no financial impact to approving this amendment. The library and the grounds will remain the financial responsibility of the King County Library District. By approving this amendment, the Library will have better supporting documentation to provide for grant applications they are currently considering and, as a result, this amendment could result in future improvements to the library facility.

Recommendation

Approve the ILA as presented.

AMENDMENT TO INTERLOCAL AGREEMENT BETWEEN

THE CITY OF DES MOINES

AND

KING COUNTY LIBRARY DISTRICT

This Amendment to Interlocal Agreement (this "Amendment"), pursuant to the Interlocal Cooperation Act, Chapter 39.34 RCW, is entered into between the **City of Des Moines**, a Washington municipal corporation (hereinafter "City"), and the **King County Library District**, a Washington municipal corporation operating as the King County Library System (hereinafter "District"), relative to the responsibilities of the above parties in the Des Moines Branch Library, located at 21620 11th Avenue South, Des Moines, Washington (hereinafter "Facility").

RECITALS

1. The City and District previously entered into an Interlocal Agreement dated August 11, 1989 (the "1989 ILA"), as amended by an Amendment to Interlocal Agreement dated December 1990 (the "1990 Amendment"), governing the parties' respective responsibilities with respect to the Facility (collectively, the "Prior ILA").

2. The City and District each hold an undivided one-half interest as tenants in common in the Facility and the real property upon which it is situated, as evidenced by Statutory Warranty Deed dated August 11, 1989, and legally described as follows:

> The north 245 feet of the east 315 feet of the northwest quarter of the southeast quarter of section 8, township 22, north, range 4, east, W.M., in King County, Washington; except the east 81.5 feet thereof; and except that portion of the remainder lying within street right of way as conveyed to the City of Des Moines by deeds recorded under Auditor's File No. 7108200451, 7210240497, 7305100451, and 7512230484, subject to an easement affecting a portion of the premises for electric transmission and/or distribution in favor of Puget Sound Power and Light Company recorded September 16, 1971, under Auditor's Number 7109160455.

3. The Prior ILA required that the Statutory Warranty Deed referenced in Recital 2 above be recorded with the King County Auditor's Office. Despite diligent efforts, neither party has located a recorded copy of that deed, and neither party is able to confirm that it was ever recorded. To confirm and document the parties' respective ownership interests in the Facility and the real property described in Recital 2, the City will execute and record a quit claim deed in favor of the City and District as tenants in common, in the form attached as Exhibit B.

4. In January 1994, the City of Des Moines passed Ordinance No. 1074 declaring its intent to annex to the King County Rural Library District. Following a vote of the citizens of Des Moines, the City was annexed to the District effective in 1994/1995. Upon the effective date of annexation, the King County Rural Library District commenced levying property tax directly for library services in Des Moines, and the contract fee previously paid by the City to the District under the Prior ILA was no longer charged or required.

5. The 1990 Amendment placed responsibility for all utility costs and maintenance of and repair to the Facility and grounds on the District, and required the District to carry casualty insurance in a minimum amount of replacement cost, naming the City as co-beneficiary.

6. The parties desire to amend the Prior ILA to reflect the current post-annexation relationship of the parties, to clearly allocate responsibilities going forward, to authorize the District to undertake capital improvements and renovations at the Facility, and to provide documentation sufficient to support the District's grant applications and other purposes requiring evidence of the parties' respective rights and obligations.

7. The purpose of this Amendment is to amend the Prior ILA and to set forth the current relationship of the parties with respect to the ownership of the land and Facility, maintenance, repair and utility obligations, capital improvements, insurance, and related matters. Except as expressly modified by this Amendment, the Prior ILA shall remain in full force and effect.

AGREEMENTS

ACCORDINGLY, and in reference to the foregoing, the parties agree as follows:

1. **Amendment of Prior Agreements**. This Amendment amends and supplements the Prior ILA as set forth herein. Except as expressly modified by this Amendment, the Prior ILA shall remain in full force and effect. In the event of any conflict between the terms of this Amendment and the Prior ILA, the terms of this Amendment shall control.

2. **Tenancy in Common — Confirmation of Ownership**. The City and District confirm that their respective ownership of an undivided one-half interest in the Facility and real property described in Recital 2 above constitutes a tenancy in common. As set forth in Recital 3 above, the parties have been unable to locate a recorded copy of the Statutory Warranty Deed referenced in Recital 2. Promptly after execution of this Amendment, the parties shall sign, and the City shall file, a real estate excise tax affidavit for the transfer effected by the quit claim deed attached as Exhibit B, claiming the exemption available for governmental transfers under WAC 458-61A-205. The City shall execute and record with the King County Auditor's Office the quit claim deed attached as Exhibit B, together with the real estate excise tax affidavit, confirming the parties' respective ownership interests as tenants in common, at the City's cost, and shall provide the District with a copy of the recorded deed showing the applicable recording number. The exclusive use of the Facility and property by the District for library purposes shall not be

construed as an exclusion of the City from the premises to the detriment of the City. Nothing in this Amendment shall be construed to alter, impair, or modify the parties' respective ownership interests as tenants in common without further written agreement of the parties.

3. **Exclusive Library Use**. The District shall have the exclusive right to occupy, manage, and operate the Facility and surrounding grounds for public library purposes during the term of this Amendment. The District shall operate the Facility in a manner consistent with the District's mission and applicable law, providing library services to residents of Des Moines and the surrounding service area.

4. **Maintenance, Repair, and Utilities**. The District shall be solely responsible for:

(a) All costs of operating and maintaining the Facility and grounds, including routine maintenance, landscaping, janitorial services, and ordinary repairs, except for landscaping maintenance within the area depicted on and below the red line on the site plan attached as **Exhibit A**, which shall be the City's responsibility as set forth in Section 4(f) below;

(b) All utility costs associated with the Facility, including but not limited to electricity, water, sewer, gas, and telecommunications;

(c) All costs of repairing or replacing the roof, structural components, mechanical systems (HVAC, plumbing, electrical), and other building systems as needed to maintain the Facility in good condition and repair;

(d) Maintenance of the parking lot and surrounding grounds, including re-striping, patching, and, if necessary, full repaving; and

(e) Maintenance of all fixtures attached to the Facility.

The City shall have no obligation to contribute to the costs described in this Section 4 unless otherwise agreed in writing by the parties.

5. **Capital Improvements and Renovations.**

(a) **Authorization.** The District is hereby authorized to plan, design, fund, and carry out capital improvements and interior renovations to the Facility, including but not limited to interior remodeling, systems upgrades, accessibility improvements, and similar projects, without further consent of the City, provided such improvements do not materially alter the exterior appearance of the Facility or encumber the City's ownership interest without the City's prior written approval.

(b) **Exterior Work.** Any capital improvements affecting the exterior of the Facility or the footprint of the building shall require the prior written consent of the City, which shall not be unreasonably withheld, conditioned, or delayed.

(c) **Grant Applications.** The City acknowledges that the District may, from time to time, apply for state and federal grants to fund capital improvements and renovations at the Facility. The City agrees to cooperate with the District in connection with such grant applications, including executing such additional documents or certifications as may reasonably be required by a grant program, to confirm the parties' ownership interests and the District's authority to undertake improvements at the Facility.

(d) **Ownership of Improvements.** All capital improvements made to the Facility by the District shall become part of the real property and shall be co-owned by the City and District as tenants in common in the same proportions as their respective ownership interests, unless the parties otherwise agree in writing.

(e) **Permits and Compliance.** The District shall be responsible for obtaining all necessary permits and approvals for any capital improvements or renovations and for ensuring that all work complies with applicable laws, codes, and regulations.

6. **Financial Obligations — Post-Annexation**. The parties acknowledge that, following the annexation of the City into the District, the District no longer charges a library services contract fee to the City. The City has no obligation to pay a library services contract fee or any facilities maintenance contribution to the District under this Amendment. Each party shall be responsible for its own administrative and operational costs in connection with this Amendment, except as otherwise expressly provided herein.

7. **Insurance.**

(a) **Casualty Insurance**. The District agrees to maintain property and casualty insurance on the Facility in a minimum amount equal to the full replacement cost of the Facility, and to name the City as an additional insured and co-loss payee under any such policy. The District shall provide the City with certificates of insurance evidencing such coverage upon request.

(b) **Liability Insurance**. Each party agrees to maintain commercial general liability insurance, or equivalent coverage through a governmental self-insurance risk pool, in amounts consistent with its respective statutory obligations and reasonable risk management practices, covering claims arising out of the use, operation, and maintenance of the Facility. To the extent a party maintains coverage through a commercial insurance policy, such party shall name the other party as an additional insured under its liability policy to the extent of that party's obligations under this Agreement. If a party is self-insured or obtains coverage through a governmental self-insurance risk pool, such party shall not be required to name the other party as an additional insured, provided that: (i) such self-insurance program or risk pool provides coverage at least equal in scope and amount to the coverage otherwise required under this Section; (ii) such party provides the other party with written verification of its participation in such self-insurance program or risk pool, including a summary of coverage, upon written request; and (iii) such self-insured party's indemnification obligations under Section 8 of this Amendment shall not be diminished or limited by reason of such self-insurance arrangement.

(c) **Proof of Insurance; Self-Insurance**. Each party shall provide the other with evidence of the insurance or self-insurance coverage required under this Section upon written request, including certificates of insurance, evidence of risk pool membership, or a letter from the self-insurance pool administrator confirming coverage and applicable limits. Each party shall provide reasonable advance notice of any material change in or cancellation of such coverage, or of any withdrawal from or termination of participation in a self-insurance risk pool.

8. **Indemnification and Hold Harmless**. Each party shall defend, indemnify, and hold harmless the other party and its respective officers, agents, employees, and volunteers from and against any and all claims, damages, losses, costs, and expenses (including reasonable attorneys' fees) arising out of or resulting from:

(a) That party's own negligent or wrongful acts or omissions, or those of its officers, agents, employees, or subcontractors, in connection with the Facility or this Amendment; or
(b) That party's breach of any obligation under this Amendment.

The indemnification obligations under this Section shall survive the expiration or termination of this Amendment.

9. **Administration**. The responsibility for administering this Amendment shall rest with the Executive Director of the King County Library System (or such other officer as the District's Board of Trustees may designate) and the City Manager of the City of Des Moines (or their respective designees). The parties shall communicate in good faith regarding any issues arising under this Amendment and shall meet no less than annually, or upon request of either party, to review the status of the Facility and any planned improvements or operational changes.

10. **Term**. Effective as of the date of execution by the last party to sign (the "Effective Date"), the Prior ILA, as amended by this Amendment, shall remain in full force and effect for a period of thirty (30) years from the Effective Date (the "Term"), unless sooner terminated in accordance with Section 11 below. Upon the expiration of the Term, the Prior ILA, as amended hereby, shall automatically renew for successive twenty (20) year terms unless either party provides written notice of non-renewal at least one hundred eighty (180) days prior to the expiration of the then-current term.

Notwithstanding the foregoing, nothing in this Section shall be construed to require either party to dissolve or otherwise transfer its ownership interest in the Facility upon expiration or termination of the Prior ILA, as amended by this Amendment. The tenancy in common shall continue until dissolved by the parties through a separate written agreement or by operation of law.

11. **Amendment**. This Amendment may be further amended only by express written agreement of both parties, executed by authorized officers of each party in accordance with each party's established rules of procedure.

12. **Dispute Resolution**. The parties agree to attempt to resolve any dispute arising under this Amendment through good faith negotiation between their respective designated representatives. If the parties are unable to resolve a dispute through negotiation within sixty (60) days of written notice of the dispute, the parties may agree to submit the matter to non-binding mediation before resorting to litigation.

13. **Compliance with Law**. Each party shall comply with all applicable federal, state, and local laws, regulations, and ordinances in performing its obligations under this Amendment,

including but not limited to laws relating to non-discrimination, accessibility, and environmental compliance.

14. **Entire Agreement**. This Amendment, together with the Prior ILA as amended hereby, constitutes the entire agreement of the parties with respect to the subject matter hereof and supersedes all prior negotiations, representations, and understandings, whether oral or written, other than the Prior ILA.

15. **Counterparts; Electronic Signatures**. This Amendment may be executed in one or more counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. Electronic signatures shall be deemed valid and binding to the same extent as original signatures.

16. **Authority**. Each party represents and warrants that it has full authority to enter into this Amendment, that the persons signing on its behalf are duly authorized to do so, and that this Amendment constitutes a legal, valid, and binding obligation of such party enforceable in accordance with its terms.

17. **Severability**. If any provision of this Amendment is found to be invalid or unenforceable, the remaining provisions shall remain in full force and effect.

18. **Governing Law; Venue**. This Amendment shall be governed by the laws of the State of Washington. Any litigation arising under this Amendment shall be in King County Superior Court.

19. **Recording**. Pursuant to RCW 39.34.040, a copy of this Amendment shall be filed with the King County Auditor's Office or, alternatively, listed on each party's website as required by applicable law.

[signatures follow on next page]

IN WITNESS WHEREOF, the City of Des Moines and King County Library District have caused this Amendment to be executed by their duly authorized officers as of the dates set forth below.

CITY OF DES MOINES

By:_____

Name:_____

Title: City Manager (by direction of the
Des Moines City Council)

Date:_____

ATTEST:

_____
City Clerk

STATE OF WASHINGTON)
) ss.
COUNTY OF KING)

On this ____ day of _____, 20__, personally appeared before me _____, to me known to be the City Manager of the City of Des Moines, the municipal corporation that executed the foregoing instrument, and acknowledged said instrument to be the free and voluntary act and deed of said municipal corporation, for the uses and purposes therein mentioned.

Given under my hand and official seal this _____ day of _____, 20___.

_____
Notary Public in and for the State of Washington
Residing at: _____
My Commission Expires:_____

KING COUNTY LIBRARY DISTRICT

By:_____

Name:_____

Title: Executive Director, King County Library System

Date:_____

ATTEST:

_____
Secretary, Board of Trustees

STATE OF WASHINGTON)
) ss.
COUNTY OF KING)

On this ____ day of _____, 20__, personally appeared before me _____, to me known to be the Executive Director of the King County Library System, the municipal corporation that executed the foregoing instrument, and acknowledged said instrument to be the free and voluntary act and deed of said municipal corporation, for the uses and purposes therein mentioned.

Given under my hand and official seal this _____ day of _____, 20___.

_____
Notary Public in and for the State of Washington
Residing at: _____
My Commission Expires:_____

EXHIBIT A

Site Plan - Landscaping Maintenance Responsibility

Landscaping maintenance within the area above the red line is the District's responsibility under Section 4(a). Landscaping maintenance within the area on and below the red line is the City's responsibility under Section 4(f).



EXHIBIT B

Quit Claim Deed

(*See following page*)

When Recorded, Return to:

City of Des Moines
Attention: City Clerk
21630 11th Avenue South, Suite A
Des Moines, WA 98198

QUITCLAIM DEED

Grantor:	CITY OF DES MOINES, A WASHINGTON MUNICIPAL CORPORATION
Grantees:	CITY OF DES MOINES, A WASHINGTON MUNICIPAL CORPORATION, AND KING COUNTY LIBRARY DISTRICT, A WASHINGTON MUNICIPAL CORPORATION OPERATING AS THE KING COUNTY LIBRARY SYSTEM, AS TENANTS IN COMMON
Legal Description (abbreviated):	PTN OF NW 1/4 OF SE 1/4, SEC. 8, T22N, R4E, W.M.; see Exhibit A for full legal description
Assessor's Tax Parcel ID #:	082204917908
Reference Nos. of Documents Released or Assigned:	N/A

Grantor, CITY OF DES MOINES, a Washington municipal corporation ("City"), in a transaction that is exempt from real estate excise tax under WAC 458-61A-205 (Governmental Transfers), conveys and quitclaims to the CITY OF DES MOINES and KING COUNTY LIBRARY DISTRICT, a Washington municipal corporation operating as the King County Library System ("District"), as tenants in common, each an undivided one-half interest in the real property situated in King County, State of Washington, legally described on attached Exhibit A, together with all after-acquired title of the Grantor therein.

This Quitclaim Deed is executed by the City to confirm the respective undivided one-half ownership interests of the City and the District as tenants in common in the above-described real property, as set forth in that certain Amendment to Interlocal Agreement between the City and the District, in substitution for the Statutory Warranty Deed dated August 11, 1989, a recorded copy of which neither party has been able to locate.

Dated as of the ___ day of _____, 2026.

GRANTOR:

CITY OF DES MOINES

By:_____

Name:_____

Title: City Manager (by direction of the
Des Moines City Council)

Date:_____

ATTEST:

_____
City Clerk

STATE OF WASHINGTON)
) ss.
COUNTY OF KING)

On this ____ day of _____, 20__, personally appeared before me _____, to me known to be the City Manager of the City of Des Moines, the municipal corporation that executed the foregoing instrument, and acknowledged said instrument to be the free and voluntary act and deed of said municipal corporation, for the uses and purposes therein mentioned.

Given under my hand and official seal this _____ day of _____, 20___.

_____
Notary Public in and for the State of Washington
Residing at: _____
My Commission Expires:_____

EXHIBIT A

Legal Description

The north 245 feet of the east 315 feet of the northwest quarter of the southeast quarter of section 8, township 22, north, range 4, east, W.M., in King County, Washington; except the east 81.5 feet thereof; and except that portion of the remainder lying within street right of way as conveyed to the City of Des Moines by deeds recorded under Auditor's File No. 7108200451, 7210240497, 7305100451, and 7512230484, subject to an easement affecting a portion of the premises for electric transmission and/or distribution in favor of Puget Sound Power and Light Company recorded September 16, 1971, under Auditor's Number 7109160455.

ORIGINAL

INTERLOCAL AGREEMENT

This agreement, pursuant to Chapter 39.34 of the Revised Code of Washington, is entered into between the City of Des Moines (hereinafter "City") and King County Library District (hereinafter "District") relative to the responsibilities of the above parties in the Des Moines Branch, King County Library, located at 21620 11th Avenue South, Des Moines, Washington, such property being held in joint ownership by the parties.

RECITALS

This agreement is entered into on the basis of the following understandings, facts, and assumptions:

1. The City and District have entered into this agreement based upon each party's undivided one-half interest in the Des Moines Branch, King County Library, located at 21620 - 11th Avenue South, Des Moines, Washington and legally described as follows:

> The north 245 feet of the east 315 feet of the northwest quarter of the southeast quarter of section 8, township 22, north, range 4, east, W.M., in King County, Washington; except the east 81.5 feet thereof; and except that portion of the remainder lying within street right of way as conveyed to the City of Des Moines by deeds recorded under Auditor's file No. 7108200451, 7210240497, 7305100451 and 7512230484, subject to an easement affecting a portion of the premises for electric transmission and/or distribution in favor of Puget Sound Power and Light Company recorded September 16, 1971, under Auditor's number 7109160455.

2. The above referenced property was originally purchased by the City from Wesley Homes, Des Moines, Washington, by deed recorded under King County No. 7707150696 subject to an easement for water rights, such easement having been terminated on September 23, 1987.

3. The parties acknowledge that the City and the District previously owned a fifty-three percent (53%) and forty-seven percent (47%) share, respectively, in the old Des Moines Branch, King County Public Library, located at 22815 24th Avenue South, Des Moines, Washington and that the proceeds from the sale of the old library, to Grace Lutheran Church by deed recorded under King County No. 8810130370, were to be applied to the new library for the benefit of both parties. The share of the King County Library District from the sale of the old library was seventy-four thousand eight hundred dollars ($74,800.00), which the City agrees to pay to the District on a date which is mutually agreeable to each parties finance director.

4. As part of the construction costs of the new library [illegible] the District disbursed eight thousand five hundred

ORIGINAL

6. The purpose of this Interlocal Agreement is to set forth the relationship of the parties with respect to the ownership of the land and new library facility, grounds and building maintenance, equipment, and matters pertaining to indemnification of the parties.

AGREEMENT

ACCORDINGLY, and in reference to the foregoing, the parties agree as follows:

1. The parties agree to discharge their financial obligations to each other, set forth in Paragraphs 3 and 5 of the Recitals above, in a timely manner and on a date mutually agreeable to each party's finance director.

2. On or before June 1, 1989 the District shall pay to the order of the City nine thousand two hundred dollars ($9,200.00) as a settlement amount for the District's obligated contribution to the new library grounds and facility.

3. Tenancy in common: The City and District agree that their respective ownership of a one-half undivided interest in the above referenced legal property, as evidenced by warranty deed which is attached as Exhibit "A" and incorporated by reference herein, shall be deemed a tenancy in common; provided, however, that the exclusive use of the building and property by the District for library purposes shall not be construed as an exclusion of the City from the premises by the District to the detriment of the City.

4. The City agrees to be responsible for the maintenance of, and if necessary repair to, the library facility and grounds, including the fixtures attached thereto. Each party shall be obligated for their proportionate share of the actual expenditures necessary to carry out this provision.

5. The District agrees to maintain, and if necessary repair or replace, the materials and equipment used in the facility, such materials and equipment being set forth on Exhibit "B" which is attached hereto and incorporated by reference. Each party shall be obligated for their proportionate share of the actual expenditures necessary to carry out this provision.

6. The City agrees to remit to the District, semi-annually, the contract fee for library services in effect for the calendar year. The District agrees to remit to the City, semi-annually, an amount for its share of facilities maintenance support. Such support shall be determined on a cost accounting basis with invoicing in accordance with standard accounting practices.

ORIGINAL

or negligent act or omission of either the City of the District, or any of either party's employees, or any subcontractor.

8. Both the City and District agree to carry such insurance coverage as is necessary to provide indemnification against responsibilities assumed by each party under Paragraphs 4 and 5 herein.

9. Administration of the Agreement. The responsibility for administering this Interlocal Agreement shall rest jointly with the Director of the King County Library System and the City Manager of Des Moines through their respective designees.

10. Amendment. This agreement shall be amended only by express written agreement of both the City and the District pursuant to each party's established rules of procedure.

11. Duration and Termination. This agreement shall take effect and be if full force on the date of the signing by the second party (originals in duplicate) and shall remain in force until such time that either party shall take the proper legal steps to dissolve the tenancy in common.

IN WITNESS WHEREOF, the City of Des Moines and King County Library District have affixed their signatures on the date stated below in evidence of their agreement to the terms and conditions contained herein.

Dated this ____ day of _____, 1989.

CITY OF DES MOINES

Greg Prothman

By: Greg M. Prothman
City Manager (By direction of the
Des Moines City Council)

ATTEST:

Betty Hayes Deputy City Clerk
City Clerk

State of Washington)
) ss
County of King)

On this 11th day of August, 1989, personally appeared before me Greg Prothman to me known to be the City Manager of the City of Des Moines the municipal corporation that executed the foregoing instrument, and acknowledged that said instrument to be the free and voluntary act and deed of said municipal

ORIGINAL

Dated this 9th day of August, 1989.

KING COUNTY LIBRARY DISTRICT

Susan Churchill

By: Susan Churchill
President, King County Library District
Board of Trustees

State of Washington)
) ss
County of King)

On this 9th day of August, 1989, personally appeared before me Susan Churchill to me known to be the President of the King County Library District the municipal corporation that executed the foregoing instrument, and acknowledged that said instrument to be the free and voluntary act and deed of said municipal corporation, for the uses and purposes therein mentioned.

Given under my hand and official seal this 9th day of August, 1989.

Marilyn J Gamblin

Notary Public in and for the State of Washington,
Residing at Federal Way, Washington
My commission expires 11/18/92

TE: 8/03/89 EXHIBIT "B" KING COUNTY LIBRARY SYSTEM
ME: 9:52 AM BOOK VALUE BY ASSET OWNER

SET	DESCRIPTION	TYPE	VALUE	PURCHASE	COST	SALVAGE	TOTAL DE
INER:	2-0021-0017						
)01936	STAPLER, ELECTRIC BOSTITCH	FURN	85.00	1/01/87	85.00	8.50	
)01937	ANSWERING MACHINE, SANYO	FURN	100.00	1/01/88	100.00	10.00	
)01938	MICROWAVE, SHARP HALF PINT	FURN	100.00	1/01/88	100.00	10.00	
)01939	MINI REFRIGERATOR ON WHEELS	FURN	200.00	1/01/88	200.00	20.00	
)03397	LOFTKEEPER W/FLEX ARM,3396/97	FURN	124.39	2/29/00	124.39	12.44	
)03888	CHAIR DOLLIES, #3887-3888	FURN	134.02	8/14/88	134.02	13.40	
)03890	LATERAL FILE CASE, #3889-3890	FURN	582.42	8/14/88	582.42	58.24	
)03896	LATERAL FILE DRAWERS,#3891-896	FURN	1,138.23	8/14/88	1,138.23	113.82	
)03897	LATERAL FILE, LEGAL	FURN	114.12	8/14/88	114.12	11.41	
)03898	VERTICAL FILE, 2-DRAWER	FURN	84.29	8/14/88	84.29	8.43	
)03899	CHAIR, HIGH BACK SENSOR	FURN	187.42	8/14/88	187.42	18.74	
)03903	CHAIRS, ARMLESS #3900-3903	FURN	799.81	8/14/88	799.81	79.98	
)03909	CHAIRS, ARMLESS #3904-3909	FURN	867.89	8/14/88	867.89	86.79	
)04071	ATLAS STAND, NATURAL OAK	FURN	1,143.38	8/18/88	1,143.38	114.34	
)04073	BOOK TRUCK	FURN	245.41	8/12/88	245.41	24.54	
)06985	LIBRARY FURNITURE	FURN	29,095.97	10/10/88	29,095.97	2,909.60	
)06011	READER/PRINTER,CANON /6006	MICRO	6,350.88	6/22/88	6,350.88	635.09	
)03910	VCR, VHS	NONBK	291.82	10/13/88	291.82	29.18	
)03911	T.V.,19" COLOR	NONBK	324.25	10/13/88	324.25	32.43	
)06063	PROJECTOR, EIKI 16MM	NONBK	784.81	9/09/88	784.81	78.48	
)06067	OVERHEAD PROJECTOR, BESSLER	NONBK	348.08	9/12/88	348.08	34.81	
)06075	SCREEN, DRAPER W/TRIPOD	NONBK	119.99	9/30/88	119.99	11.99	
)06082	FILMSTRIP PROJECTOR,DUKANE	NONBK	382.67	1/01/89	382.67	38.27	
)06086	OPAQUE PROJECTOR, BUHL	NONBK	513.48	1/01/89	513.48	51.35	
)06087	STEREO,CLARINETTE #6072 & 6087	NONBK	432.30	10/03/88	432.30	43.23	
)06914	ELECTRICAL CART, BRETFORD	NONBK	110.26	11/03/88	110.26	11.03	
)05659	TELEPHONES, 05658-05659	PHONE	953.32	4/30/87	953.32	95.00	
)06950	ANSWERING MACHINE, SANYO	PHONE	324.30	10/28/88	324.30	32.43	
)03883	SHELVING	SHELV	17,942.98	9/09/88	17,942.98	1,794.30	
)03886	BOOK CASE,2 SHELF,#3884-3886	SHELV	333.51	8/14/88	333.51	33.35	
TOTAL	2-0021-0017		64,215.00		64,215.00	6,421.17	
REPORT TOTAL			64,215.00		64,215.00	6,421.17	

In addition, the "collection" is the responsibility of KCLS, "collection" being defined as including, but not limited to, books, video cassettes, audio cassettes and the like.

EXHIBIT "A"

Statutory Warranty Deed

Grantor City of Des Moines, a Washington municipal corporation, for and in consideration of one dollar ($1.00) and other valuable consideration in hand paid, conveys and warrants to King County Library District, a Washington municipal corporation, a one-half undivided interest as tenants in common in the following described real estate, situated in the City of Des Moines, County of King, State of Washington, subject to the reservations of easement contained herein:

> The north 245 feet of the east 315 feet of the northwest quarter of the southeast quarter of section 8, township 22, north, range 4, east, W.M., in King County, Washington; except the east 81.5 feet thereof; and except that portion of the remainder lying within street right of way as conveyed to the City of Des Moines by deeds recorded under Auditor's file no. 7108200451, 7210240497, 7305100451 and 7512230484, subject to an easement affecting a portion of the premises for electric transmission and/or distribution in favor of Puget Sound Power and Light Company recorded September 16, 1971, under Auditor's number 7109166045 5.

Grantor intends that the relationship between the parties as tenants in common be governed by interlocal agreement, dated August 11, 1989 and any amendments thereto.

Dated this 11th day of August, 1989.

Greg Prothman
City Manager
City of Des Moines

ATTEST:

Deputy City Clerk
Denis Staab
City Clerk

State of Washington)
) ss
County of King)

King County Library System
300 8th Avenue North • Seattle, Washington 98109-5191 • (206) 462-9600 (TTY 684-4494)

RECEIVED
SEP 09 1998

City of Des Moines
Community Development
805 South 219th St
Des Moines, WA 98198-6544

September 2, 1998

Re: Landscape Irrigation at Des Moines Library

Dear Mr. Olander,

I am writing in response to your letter of August 3, 1998, regarding the interruption of the irrigation system at the Library. Since the District and the City each have an undivided ½ interest in the property and the City continues to use a portion of the Library property for access to the City Hall and for parking, there is certainly a shared benefit to both parties. It is unfortunate that the City did not investigate the existing condition prior to construction and severing the library from the irrigation water. While we do agree that a separate system is a good idea, we would expect the City to reimburse the cost of most of this work or complete it as part of the current construction project with the District participating in the costs. The scope of work should include a new water meter and rerouting of the disturbed piping, heads and new controls and partial replacement of the plants that may die as a result of the drought that they experienced.

Since both the City and the District are benefiting from the property, there should also be cooperation in pursuing a major change of this nature.

We would be happy to meet with you or your representative to discuss the possible resolutions to this problem. Please call me at 206-684-6683 or email at kayjohn@kcls.org for a meeting time.

Respectfully submitted,

Kay Johnson

Kay Johnson
Associate Director for Facilities Management

City Council
AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: **Small Business Saturday Proclamation**

ATTACHMENTS:
1. Small Business Saturday Proclamation

FOR AGENDA OF:
November 12, 2026

DEPT OF ORIGIN:
Administration

DATE SUBMITTED:
October 26, 2026

CLEARANCES:
City Clerk

Purpose and Recommendation

The purpose of this agenda item is for the City Council to proclaim Saturday, November 28, 2026, as Small Business Saturday in the City of Des Moines and to encourage residents to support local small businesses.

Motion: "I move to approve the proclamation recognizing the Saturday after Thanksgiving as Small Business Saturday."

Background

Small Business Saturday is observed each year on the Saturday after Thanksgiving. It highlights the important role small businesses play in local communities and economies.

Local small businesses create jobs, strengthen the local economy, and add to the vitality of the Des Moines community. In recognition of these contributions, the City Council will consider proclaiming Saturday, November 28, 2026, as Small Business Saturday in the City of Des Moines. The proclamation encourages residents to support small businesses and local merchants on Small Business Saturday and throughout the year.

Proclamation

WHEREAS, according to the United States Small Business Administration, there are approximately 36.2 million small businesses in the United States, representing 99.9 percent of all U.S. businesses; and

WHEREAS, small businesses employ approximately 62.3 million people, accounting for 45.9 percent of private-sector employment in the United States; and

WHEREAS, according to the 2025 American Express Shop Small Impact Study, 95 percent of small business owners surveyed agree that community support is essential to their continued success; and

WHEREAS, the same study found that 86 percent of consumers surveyed indicated they were likely to shop at small businesses during the 2025 holiday season; and

WHEREAS, Small Business Saturday, celebrated annually on the Saturday following Thanksgiving, encourages residents to support independently owned businesses and recognizes their contributions to local communities; and

WHEREAS, the City of Des Moines recognizes and supports local businesses that create jobs, strengthen our local economy, and contribute to the vitality and character of our community; and

NOW, THEREFORE, THE DES MOINES CITY COUNCIL HEREBY PROCLAIMS the Saturday after Thanksgiving, November 28, 2026, as

SMALL BUSINESS SATURDAY

and urges the residents of Des Moines to support small businesses and local merchants on Small Business Saturday and throughout the year.

SIGNED this 12th day of November, 2026

_____

Yoshiko Grace Matsui, Mayor

City Council
AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: **Sponsorship letter for South Correction Entity (SCORE) for membership with AWC Employee Benefit Trust**

ATTACHMENTS:
1. Draft Resolution No. 26-132

FOR AGENDA OF:
November 12, 2026

DEPT OF ORIGIN:
Administration

DATE SUBMITTED:
October 29, 2026

CLEARANCES:

Purpose and Recommendation

The purpose of this agenda item is to seek City Council approval of a resolution sponsoring the South Correctional Entity's (SCORE) application for membership in the Association of Washington Cities (AWC) Employee Benefit Trust as a non-city entity.

Motion: "I move to approve a resolution recognizing the City of Des Moines' sponsorship of the South Correctional Entity's application for membership in the Association of Washington Cities Employee Benefit Trust as a non-city entity, and requesting that the South Correctional Entity be granted membership in the Trust."

Strategic Plan Priority

Engaged and Thriving Community, Organizational Excellence

Background

The South Correctional Entity (SCORE) has asked the City of Des Moines, as a member city of the Association of Washington Cities (AWC), to sponsor its application for membership in the AWC Employee Benefit Trust as a non-city entity. Membership would give SCORE access to the Trust's medical benefits program, with the goal of reducing SCORE's medical benefits costs in 2027. The Trust's medical benefits pool includes all cities that participate in the Trust.

AWC requires an eligible non-city entity to be sponsored by a current AWC member city. The sponsoring city must adopt a resolution supporting the entity's application for membership in the Trust. AWC will review and decide on SCORE's application. Sponsoring SCORE has no cost impact to the City, and SCORE's benefit package would remain separate from the City's.

CITY ATTORNEY'S FIRST DRAFT 10/30/2026

DRAFT RESOLUTION NO. 26-132

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DES MOINES, WASHINGTON, sponsoring the South Correctional Entity's request to join the Association of Washington Cities Employee Benefit Trust.

WHEREAS, the City of Des Moines is a member of the South Correctional Entity (SCORE) which was created by an interlocal cooperation agreement as authorized by RCW 39.34, and

WHEREAS, the South Correctional Entity provides misdemeanor jail services for the City of Des Moines, and

WHEREAS, the services provided by SCORE are services that the City of Des Moines previously provided with its own staff in the Police Department, and

WHEREAS, the South Correctional Entity would like to participate in the Association of Washington Cities (AWC) Employee Benefit Trust benefits program as a quasi-municipal entity, and

WHEREAS, the Association of Washington Cities (AWC) Employee Benefit Trust requires that a city member of the Association of Washington Cities (AWC) Employee Benefit Trust sponsor a non-city entity's request before the non-city entity can participate in the Association of Washington Cities (AWC) Employee Benefit Trust benefit programs, and

WHEREAS, the City of Des Moines wishes to sponsor SCORE's request to participate; now therefore,

THE CITY COUNCIL OF THE CITY OF DES MOINES RESOLVES AS FOLLOWS:

Sec. 1. The City of Des Moines, with this resolution, sponsors the South Correctional Entity of King County's request for application to join the Association of Washington Cities (AWC) Employee Benefit Trust as a non-city entity.

Sec. 2. The City of Des Moines requests that the South Correctional Entity of King County be allowed membership into the Association of Washington Cities (AWC) Employee Benefit Trust.

ADOPTED BY the City Council of the City of Des Moines, Washington this ____ day of _____, 2026 and signed in authentication thereof this ____ day of _____, 2026.

_____
M A Y O R

APPROVED AS TO FORM:

_____
City Attorney

ATTEST:

_____
City Clerk

City Council
AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: **Canopy Preservation Program Property Transfer and One-Time Rate Increase Ordinance – 1st Reading**

ATTACHMENTS:
1. Draft Ordinance No. 26-129
2. Appendix B

FOR AGENDA OF:
November 12, 2026

DEPT OF ORIGIN:
Public Works

DATE SUBMITTED:
November 2, 2026

CLEARANCES:
Finance
Public Works

Purpose and Recommendation

The purpose of this agenda item is for the City Council to conduct a first reading of an ordinance (Attachment 1) that would transfer ownership of forty-one parcels to the Surface Water Utility for tree canopy preservation and adopt a one-time rate increase to fund the new tree canopy preservation program.

Motion: "I move to pass Draft Ordinance 26-129 authorizing the transfer of ownership of forty-one parcels to the Surface Water Management Utility for tree canopy preservation and approving a one-time 7.5% rate increase to a second reading at the next available City Council meeting."

Strategic Plan Priority

Natural and Built Environment

Background

The National Pollutant Discharge Elimination System (NPDES) is a water quality permit program. The City of Des Moines has been subject to NPDES permit requirements since 2007. The City recently began implementing the 2024–2029 Western Washington Phase II Municipal Stormwater Permit, which sets requirements to prevent, reduce, and eliminate pollutants entering the City's surface water system.

The current permit requires the City to meet new tree canopy and stormwater management requirements by December 31, 2028. These requirements include:

- **Tree canopy GIS inventory.** Begin mapping City-owned or City-operated property with tree canopy using existing data.
- **Tree codes and policy.** Adopt tree canopy goals and policies that support stormwater management and water quality improvement in receiving waters.
- **Tree management implementation.** Implement the adopted tree canopy goals and policies.

Phase 1 – Tree Canopy Inventory

On June 27, 2024, the City Council approved a contract with Parametrix, Inc. to help the City meet the new NPDES permit requirements. Parametrix assisted the City in completing a geographic information system (GIS) inventory of tree canopy on public property that provides stormwater management and water quality benefits. This inventory established the technical foundation for long-term tree canopy preservation and management goals.

Phase 2 – Preservation Program Feasibility

After reviewing NPDES permit requirements and supporting literature, and gathering input through City staff workshops, the project team identified “Protecting Existing Stormwater Trees on Public Land” as the highest-priority goal. Parametrix also helped the City develop a preliminary list of parcels for potential inclusion in a preservation program.

On July 10, 2025, staff provided a project update to the City Council at its Committee of the Whole meeting. The Council supported continuing program development and feasibility analysis focused on protecting stormwater trees on public land.

Phase 3 – Program Development

In November 2025, City staff applied for a Washington State Department of Commerce Salmon Recovery Through Local Planning grant to support development of the proposed Tree Canopy Preservation Program. The grant funds planning efforts that protect ecosystems, improve water quality, and enhance critical salmon habitat.

In March 2026, the City Council accepted the $80,000 grant award and approved a consultant contract with Parametrix, Inc. for the grant-funded work. Through this work, the City completed a baseline canopy health assessment, identified recommended management actions, and updated the program cost analysis. These deliverables provided the technical and financial basis for the proposed program.

Phase 4 – Program Adoption

At the October 1, 2026, City Council meeting, staff presented the proposed Tree

Canopy Preservation Program and asked for Council direction on the program scope and funding level to bring forward for formal approval. The City Council reached consensus on a 7.5 percent increase to Surface Water Management utility rates to establish dedicated, ongoing funding for the program. The proposed program would provide proactive management of approximately one hundred eight acres of tree canopy, with approximately twelve acres managed each year over a nine-year cycle.

Discussion

Draft Ordinance 26-129 authorizes the transfer of forty-one parcels to the Surface Water Management Utility. The parcels total approximately seventy-nine acres, including sixty-nine acres of tree canopy. Parcels were selected based on current ownership, extent of existing canopy, potential for future development, and overall benefit to the Surface Water Management Utility.

The transferred parcels would be protected from future development and incorporated into the Tree Canopy Preservation Program for proactive management. Management activities may include removing invasive vegetation, planting replacement trees, and establishing access for ongoing maintenance.

Draft Ordinance 26-129 also establishes funding for the program through a 7.5 percent increase in Surface Water Management utility rates, beginning in January 2027. The increase is expected to generate approximately $450,000 each year to cover baseline program costs and proactive canopy management. This funding would allow the City to manage approximately twelve acres of tree canopy each year, on a nine-year cycle covering approximately one hundred eight acres of existing canopy.

Alternatives

City Council may elect not to approve the proposed 7.5% SWM utility rate increase or may approve a different rate adjustment to modify the program's level of service. The amount of ongoing annual funding available for the program would depend on the rate adjustment approved by Council. If Council elects not to proceed with the program, staff would need to reassess how the City will meet the applicable NPDES permit requirements for tree canopy management.

Financial Impact

If approved by Council, the proposed program would establish a dedicated, ongoing funding source within the Surface Water Utility for tree canopy management through a one-time adjustment to the utility rate. A 7.5% one-time utility rate increase would provide approximately $450k in annual funding for a total of 108 canopy acres that would be managed by the SWM Utility.

Recommendation

Staff recommends adoption of the motion as written above.

CITY ATTORNEY'S FIRST DRAFT 10/22/2026

DRAFT ORDINANCE NO. 26-129

AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON relating to surface water management, creating a Tree Canopy Preservation Program, implementing a rate increase to cover the costs of the Program, amending DMMC 11.12.020, and adding new sections to chapter 11.12 DMMC.

WHEREAS, the City Council of the City of Des Moines first established surface water utility rates and charges in Ordinance No. 860, enacted October 11, 1990, and

WHEREAS, since that date the City Council has adjusted the rates to reflect cost of living and operation increases, and

WHEREAS, in 2025 and 2026, the City developed a plan for tree preservation to protect ecosystems, improve water quality, and enhance critical salmon habitat, and

WHEREAS, at the October 1st, 2026, City Council meeting, the Council directed staff to formalize the creation of a Tree Canopy Preservation Program to provide proactive canopy management across the entirety of City owned canopy acreage on a 9-year cycle and to implement a one-time 7.5% increase to the Surface Water Utility rates in order to establish ongoing funding for the new program, and

WHEREAS, as a part of this program, the City will transfer ownership of specific parcels identified based on existing ownership, extent of existing canopy, potential for future development, and overall benefit to the Surface Water Utility, and

WHEREAS, the canopy from these parcels will be preserved and protected from future development as well as receive proactive canopy management activities, including invasive vegetation removal, replanting, and establishing maintenance access, and

WHEREAS, the City Council finds that the rates and charges found in chapter 11.12 DMMC need to be adjusted to reflect the cost of the Tree Canopy Preservation Program, and

WHEREAS, the City Council finds that this Ordinance is appropriate and necessary for the preservation of the public health and welfare; now therefore,

THE CITY COUNCIL OF THE CITY OF DES MOINES ORDAINS AS FOLLOWS:

Sec. 1. DMMC 11.12.020 and section 2 of Ordinance No. 860 as amended by section 1 of Ordinance No. 927 as amended by section 1 of Ordinance No. 990 as amended by section 1 of Ordinance No. 1065 as amended by section 1 of Ordinance 1083 as amended by section 1 of Ordinance 1173 as amended by section 1 of Ordinance No. 1220-A as amended by section 2 of Ordinance No. 1246 as amended by section 1 of Ordinance No. 1368 as amended by section 1 of Ordinance No. 1437 as amended by section 1 of Ordinance 1496 as amended by section 4 of Ordinance No. 1574 as amended by section 1 of Ordinance No. 1620 as amended by section 1 of Ordinance No. 1627 are each amended to read as follows:

Service charge established for surface water service.

There is established a system of service charges for surface water drainage service against all developed properties in the City.

(1) Monthly surface water utility rates shall be established on the basis of whether the developed property is used for a single-family unit, multifamily units, commercial properties, or nonprofit properties. Rates for all other surface water goods and services shall be established by executive order of the City Manager and published at the office of the Planning, Building and Public Works Department.

(2) The rates for surface water drainage service shall be as reflected on Appendix "A" attached to the ordinance codified in this section, which is incorporated herein by this reference. The baseline rates contained in Appendix "A" are effective January 1, 2016. Effective January 1, 2017, and January 1st of each succeeding year thereafter, rates for surface water drainage service shall be established by, first, taking the rate service charge for the previous year (this figure is hereinafter referenced as the "base sum"); second, multiplying the base sum by a combination index of the Engineering News Record (ENR) Construction Cost Index (CCI) for the City of Seattle on March 31st of the current year and the Seattle Consumer Price Index (CPI-Urban Consumers), as measured for the 12-month period ending in June of the previous year as published by the U.S. Bureau of Labor and Statistics. The applicable index shall be calculated for the upcoming year as 30

percent of the ENR CCI for Seattle plus 70 percent of the Seattle CPI; and, third, adding the results to the base sum. On January 1st of each succeeding year, the rates shall be established by applying updated CCI, CPI, and the end figures in like manner to the rates of the previous year. Should the combined CCI/CPI inflation index as calculated above be less than zero, then the base sum shall remain the same as the previous year. Effective January 1st, for years 2017, 2018 and 2019, the rates after applying the CCI/CPI index shall be increased by an additional 3.70 percent. Effective January 1st, for years 2020 and 2021, the rates after applying the CCI/CPI index shall be increased by an additional 2.70 percent.

(3) The monthly surface water service charge as applied to new development activity resulting in 500 square feet or more impervious area shall become effective on the date the land was cleared, graded or modified for the development as documented by the Public Works Director. For new subdivisions, the effective date shall be approval date of the plat.

(4) Effective January 1, 2027, the rates for surface water drainage service for the year 2027 shall increase by 7.5% in addition to the adjustment provided for in subsection (2) of this section. The additional funds provided by this subsection shall provide dedicated funding for the Tree Canopy Preservation Program.

NEW SECTION. Sec. 2. A new section is added to chapter 11.12 DMMC to read as follows:

Tree Canopy Preservation Program. A Tree Canopy Preservation Program is established for the purpose of protecting existing stormwater trees on public land through proactive canopy management across the entirety of the canopy acreage.

NEW SECTION. Sec. 3. A new section is added to chapter 11.12 DMMC to read as follows:

Transfer of Ownership of City Parcels to Stormwater Utility. The City Council expressly finds that the value of the parcels identified in Appendix B to this Ordinance are equal to the value of release from the primary responsibility for maintenance, control and preservation of tree canopy, insofar as

they relate to or concern storm or surface waters. The parcels are hereby transferred to and subject to the administration of the utility created by this chapter. Title and all other incidents of ownership of the identified parcels are vested in the utility.

Sec. 4. Severability - Construction.

(1) If a section, subsection, paragraph, sentence, clause, or phrase of this Ordinance is declared unconstitutional or invalid for any reason by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

(2) If the provisions of this Ordinance are found to be inconsistent with other provisions of the Des Moines Municipal Code, this Ordinance is deemed to control.

Sec. 5. Effective date. This Ordinance shall take effect and be in full force five (5) days after its final passage by the Des Moines City Council.

PASSED BY the City Council of the City of Des Moines this ____ day of _____, 2026 and signed in authentication thereof this ____ day of _____, 2026.

_____
M A Y O R

APPROVED AS TO FORM:

_____
City Attorney

ATTEST:

_____
City Clerk

Published:

APPENDIX B

PARCEL #	STATUS	SqFt Lot	Total Canopy Acres	Total Land Acres	% Tree Canopy	Forest Acres
0522049165	Acquire	68715	0.32365638	1.579883797	0.204860877	0
0587800160	Acquire	32090	0.656894619	0.735427185	0.893215036	0.652516496
0587800170	Acquire	5839	0.040021469	0.134094019	0.298458271	0.036063045
0822049055	Acquire	352400	7.128740693	8.169943676	0.872556896	7.123168755
0822049076	Acquire	48787	0.975005039	1.11364198	0.875510314	0.972525675
0822049175	Acquire	372002	7.661875099	8.714741092	0.879185626	7.656826253
0922049006	Acquire	744440	15.65060518	17.37528781	0.900739334	15.62965556
1622049186	Acquire	149846	2.576917742	3.249101287	0.793117085	2.485387504
2009000096	Acquire	14889	0.316414558	0.344736394	0.917844948	0.316414558
2009000300	Acquire	89688	1.566455595	2.068097723	0.757437899	1.540730423
2122049008	Acquire	53661	0.808376499	1.231888696	0.656209041	0.743013657
2122049118	Acquire	60345	1.179573476	1.385314994	0.851483945	1.133292617
2782400190	Acquire	10975	0.223554814	0.23031712	0.970639152	0.223554814
2782400260	Acquire	5050	0.114272821	0.114272821	1	0.114272821
2855000290	Acquire	184581	3.738096747	4.244269525	0.880739719	3.723691919
3601200080	Acquire	3000	0.065889122	0.068870215	0.956714344	0.065889122
3601200085	Acquire	10200	0.30073549	0.303028343	0.992433536	0.30073549
3601200100	Acquire	11100	0.294506937	0.309916116	0.950279516	0.294506937

3601200205	Acquire	98010	2.221555033	2.479329389	0.896030614	2.20939362
3601200235	Acquire	6000	0.130417227	0.137740536	0.946832576	0.130417227
3601800015	Acquire	3000	0.113956759	0.114783199	0.992799994	0.113956759
3601800020	Acquire	1800	0.107375276	0.110191714	0.974440561	0.107375276
3601800800	Acquire	3000	0.112999346	0.11478391	0.98445284	0.112999346
3601800805	Acquire	12000	0.235660085	0.275480723	0.855450364	0.229048568
3601800825	Acquire	3000	0.063191601	0.068870222	0.917546066	0.063191601
3601800830	Acquire	6000	0.135674309	0.13774042	0.98499997	0.135674309
3601800840	Acquire	52707	1.255546371	1.303531327	0.96318849	1.255546371
3601800950	Acquire	6000	0.15950362	0.165288698	0.965000162	0.15950362
3601800965	Acquire	6000	0.156638438	0.165288421	0.94766734	0.156638438
3601800980	Acquire	18000	0.537137542	0.564736969	0.951128705	0.537137542
3601801010	Acquire	111414	2.8930996	2.951986357	0.980051819	2.8930996
6052402755	Acquire	24000	0.522479006	0.552954294	0.944886424	0.522479006
6052402795	Acquire	24000	0.526176945	0.555288668	0.947573713	0.526176945
7272001170	Acquire	942	0.019157295	0.022388682	0.855668724	0.019157295
7272001295	Acquire	14497	0.269284154	0.317527663	0.848065179	0.269284154
7893800820	Acquire	99316	2.02459288	2.297763653	0.881114503	2.02459288
7893800855	Acquire	209088	4.447594659	4.758026348	0.934756206	4.447594659
9536600590	Acquire	297	0.005708593	0.00613672	0.930235216	0.005708593
9537200075	Acquire	379843	8.117651429	8.895421796	0.912565094	8.104140069

9537200080	Acquire	46173	0.989630003	1.094987134	0.903782312	0.988766295
9536600530	Acquire	11484	0.123727689	0.264995329	0.466905168	0.122901249
	Totals:	**3354179**	**68.790350 14**	**78.728074 97**	**35.636567 58**	**68.147029 11**

City Council
AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: **Approval of 2027 Vehicle Purchases Under the Equipment Replacement Fund**

ATTACHMENTS:
1. 2027 Vehicle/Equipment Purchase List
2. 2027 Vehicle Purchase Orders

FOR AGENDA OF:
November 12, 2026

DEPT OF ORIGIN:
Public Works

DATE SUBMITTED:

CLEARANCES:
Courts
Finance
Public Works

Purpose and Recommendation

The purpose of this agenda item is for the City Council to authorize the purchase of the following replacement and new vehicles and equipment:

- **Police Department:** seven replacement vehicles, including emergency lighting and electronics installation
- **Planning Department:** one replacement vehicle
- **Engineering Department:** one replacement vehicle
- **Stormwater Maintenance:** two replacement vehicles
- **Parks Department:** one replacement vehicle and one replacement zero-turn mower
- **Streets Department:** one replacement vehicle, one replacement de-icer spray tank, and one new utility vehicle

The purchase orders are included in Attachment 2. The following motion will appear on the consent calendar:

Motion: “I move to approve the purchase of vehicles identified in Attachment 1 for a total estimated amount of $1,441,000 and to authorize the City Manager or the City Manager’s designee to sign the purchase orders at the time they are created.”

Strategic Plan Priority

Equip employees with the tools, technology and resources needed to deliver effective services.

Background

The proposed 2027 Budget includes funding for the following vehicles and equipment:

- **Police Department:** seven replacement vehicles
- **Planning Department:** one replacement vehicle
- **Engineering Department:** one replacement vehicle
- **Stormwater Maintenance:** two replacement vehicles
- **Parks Department:** one replacement vehicle and one replacement zero-turn mower
- **Streets Department:** one replacement vehicle, one replacement de-icer spray tank, and one new utility vehicle

The City buys vehicles and equipment through cooperative purchasing programs such as Sourcewell and through Washington State Department of Enterprise Services contracts. These programs use pre-negotiated contracts and bulk purchasing power, which gives the City competitive pricing and reduces administrative costs.

The combined estimated total of these purchases ($1,441,000) exceeds the City Manager’s $50,000 signing authority, so City Council approval is required.

Discussion

The proposed 2027 Budget includes the following purchases. All are funded through the vehicle replacement fund.

Police Department

Seven replacement vehicles:

- **Patrol:** five 2027 Ford Police Interceptor Utility AWD pursuit-rated SUVs with lights and electronics, at approximately $106,000 each
- **Administrative:** two 2027 Ford Explorers with lights and electronics, at approximately $80,000 each

Stormwater Maintenance

Two replacement vehicles:

- One 2027 Ford F-350 4WD service body pickup truck with warning lights, at approximately $107,000
- One International 5-yard dump truck with plow attachment, at approximately $245,000

Parks Maintenance

One replacement vehicle and one replacement mower:

- One 2027 Ford F-450 4WD dump body pickup truck with warning lights, at approximately $95,000
- One John Deere 994 zero-turn mower with collection system, at approximately $25,000

Streets Maintenance

One replacement vehicle, one replacement spray tank, and one new utility vehicle:

- One 2027 Ford F-350 4WD service body pickup truck with warning lights, at approximately $105,000
- One 1,000-gallon anti-icing spray tank with electronic controller, at approximately $35,000
- One John Deere utility vehicle with warning lights, at approximately $35,000

Engineering Department

One replacement vehicle:

- One 2027 Ford Explorer AWD with warning lights, at approximately $52,000

Building Department

One replacement vehicle for the building inspector:

- One 2027 Ford Explorer AWD with warning lights, at approximately $52,000

Alternatives

Council could decide not to approve the purchase of vehicles and equipment identified in Attachment 1 and direct staff to revisit the fleet replacements in the anticipated 2027 Budget.

Financial Impact

The Vehicle Replacement Fund (Fund 501) has sufficient funds to cover the estimated

total cost of approximately $1,441,000.

Recommendation
Staff recommends the adoption of the motion.

2027 Vehicle/Equipment Purchase List

Description	Estimated Cost	Department	Replaces
Ford Interceptor- Patrol Vehicles (5)	$530,000	Police	Replaces-557,514,525,552,516
Ford Explorer- PD Admin (2)	$160,000	Police	Replaces-526,544
Ford F-350 Service Body	$107,000	SWM	Replaces-246
5 Yard Dump Truck w/plow	$245,000	SWM	Replaces- 226
Ford F-450 Dump Body	$95,000	Parks Maint.	Replaces-241
John Deere 994 Mower	$25,000	Parks Maint.	Replaces-208
Ford F-350 Service Body	$105,000	Streets	Replaces-224
1000 gal Anti-icing Tank Unit	$35,000	Streets	Replaces-101
John Deere Utility Vehicle	$35,000	Streets	New
Ford Explorer	$52,000	Engineering	Replaces- E-14
Ford Explorer	$52,000	Building	Replaces-CD-14
Total Estimated Cost Including Tax	$1,441,000		

City of Des Moines
21630 11th Ave S, Suite A
Des Moines, WA 98189
Tel: 206.878.4595

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES, AND SHIPPING PAPERS.

Purchase Order Number **20260021**

Purchase Order Date **10/22/2026**

Department **PW Administration**

Bill To
Accounts Payable
City of Des Moines
21630 11th Ave S Ste A
DES MOINES, WA 98198

Ship To
City Mechanic
City of Des Moines
21650 11th Ave S. Lower Level
DES MOINES, WA 98198

Vendor
CLARY LONGVIEW LLC
700 7TH AVE
LONGVIEW, WA 98632

VENDOR PHONE NUMBER	VENDOR EMAIL	VENDOR NUMBER	REQUISITION NUMBER	BUYER NAME	DELIVERY REFERENCE
360-423-4321x10943	FLEETFUNDING@BUDCLARY.COM	1234		Karolyn Reiser	2026-10-321 & 2026-10-322

NOTES

Police Admin & Patrol Vehicles

ITEM #	DESCRIPTION		QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
1	**Police Admin Vehicle 2027 Ford Interceptor Utility**		**2.0000**	**EACH**	**$50,649.0000**	**$101,298.00**
	(At the direction of the Des Moines City Council taken at an Open Public Meeting on 11/12/26. If approved, this will be used to reserve the purchase.)					
	GL #: 50106002 - 564300	**$111,832.99**				
2	**Police Patrol Vehicles 2027 Ford Interceptor Utility**		**5.0000**	**EACH**	**$50,568.0000**	**$252,840.00**
	GL #: 50106002 - 564300	**$279,135.36**				

GL SUMMARY

50106002 - 564300	$390,968.35

Total Ext. Price	$354,138.00
Total Sales Tax	$36,830.35
Purchase Order Total	**$390,968.35**

Finance Director

Purchasing Copy

CITY OF DES MOINES PURCHASE TERMS AND CONDITIONS

BY ACCEPTANCE OF THIS ORDER, THE VENDOR WARRANTS FULL COMPLIANCE WITH ALL APPLICABLE LOCAL, STATE OR FEDERAL LAWS AND REGULATIONS INCLUDING SPECIFIC STATUTORY REQUIREMENTS OF FEDERAL AGENCIES.

VENDOR AND CITY AGREE AS FOLLOWS:

1. DELIVERY. For any exception to the delivery date as specified on this order, Vendor shall give prior notification and obtain written approval thereto from the appropriate representative of the City with respect to delivery under this order. Time is of the essence and the order is subject to termination and/or appropriate damages for failure to deliver as specified. Acceptance by the City of late performance with or without objection or reservation shall not waive the right to claim damage for such breach nor constitute a waiver of the requirements for the timely performance of any obligation remaining to be performed by vendor.

2. PACKAGING. No charge will be allowed for packaging, boxing, handling or transportation costs except as specified on this order.

3. SHIPPING INSTRUCTIONS. Unless otherwise specified, all goods are to be shipped prepaid F.O.B. Destination. Where shipping addresses indicate room numbers, the vendor shall make delivery to that location at no additional charge where specific authorization is granted to ship goods F.O.B. shipping point. Vendor agrees to prepay all shipping charges, route as instructed or if instructions are not provided, route by cheapest common carrier and to bill the City as a separate item on the invoice for said charges. Each invoice for shipping charges shall contain the original or a copy of the bill indicating that the payment for shipping has been made. City reserves the right to refuse COD shipments.

4. RISK OF LOSS. Regardless of F.O.B. point, Vendor agrees to bear all risks of loss, injury or destruction of goods and materials ordered herein which occur prior to delivery. Such loss, injury or destruction shall not release Vendor from any obligations hereunder.

5. CHANGES. No alteration in any of the terms, conditions, delivery price, quantity, quality, or specifications of this order will be affective without written consent of the City for its acceptance prior to shipment.

6. HOLD HARMLESS. Vendor shall protect, indemnify and hold the City, its officers, officials, employees and volunteers harmless from and against damage, cost or liability of any nature for any injuries to persons or property arising from acts or omissions of Vendor, its employees, agents, or subcontractors, except for injuries and damages caused by the sole negligence of the City.

7. REJECTION. All goods or materials purchased herein are subject to approval by the City. Any rejection of goods or material resulting because of nonconformity to the terms and specifications of this order whether held by the City or returned, will be at Vendor's risk and expense.

8. ASSIGNMENTS. The provisions or monies due under this contract shall only be assignable, in whole or in part, with the proper written approval of the approved representative of the City.

9. PAYMENTS, CASH DISCOUNTS, LATE PAYMENT CHARGES. Invoices will not be processed for payment nor will the period of computation for cash discount commence until receipt of a properly completed invoice or invoice items, whichever is later. If an adjustment in payment is necessary due to damage or dispute, the cash discount period shall commence on the date final approval for payment is authorized.

10. WARRANTIES. Vendor warrants that all products delivered under this purchase order shall be free from defect in material and workmanship, and shall be fit for the intended purpose. This warranty is in addition to any standard warranty or guarantee given by the vendor to the City. All products determined by the City to be defective shall be replaced within 15 days of notice by the City. All costs of replacement, including shipping charges shall be borne by the Vendor. Vendor warrants that the equipment, materials or service on this order do not infringe any patent, registered trademark or copyright and agrees to hold the City harmless in the event of any infringement or claim thereof. Vendor warrants that all goods and materials ordered herein are free and clear of all liens, claims and encumbrances.

11. FORCE MAJEURE. Neither party shall be held responsible for failure or delay in the fulfillment of conditions of this contract or purchase order if the cause is not within the control of the party whose performance is interfered with and which, by the exercise of reasonable diligence, said party is unable to prevent.

12. GRATUITIES. The City may, by written notice to the Vendor, cancel this contract if it is found by the City that Vendor or any agent or representative of Vendor, offered or gave gratuities, in the form of entertainment, gifts or otherwise, to any officer or employee of the City with a view toward securing a contract or securing favorable treatment with respect to the awarding of this contract.

13. TAXES. Unless otherwise indicated, the City agrees to pay to the vendor all State of Washington sales or use tax. Vendor shall comply with and be responsible for all federal, state, and local taxes and licensing requirements. When applicable, City agrees to furnish Vendor, upon acceptance of articles supplied under this order, with an exemption certificate.

14. MSDS. Material Safety Data Sheets to be included with shipments of any material requiring this documentation, per OSHA and WSHA regulations.

15. PUBLIC DISCLOSURE. Purchase Order and all contents and attachments shall be deemed a public record as defined in RCW 42.56 "Public Records Act."

16. TERMINATION. In the event of a breach by Vendor of any of the provisions of this contract, the City reserves the right to cancel and terminate this contract forthwith upon giving an oral or written notice of the Vendor. Vendor shall be liable for damages suffered by the City resulting from Vendor's breach of contract.

17. IDENTIFICATION. All invoices, packing list, packages, shipping notices, or written documents affecting this order shall contain the applicable purchase order number.

18. BRANDS. When a specific brand is named it shall be construed solely for the purpose of indicating the standard or quality, performance or use desired. City reserves the right to refuse brands substituted by vendor without written prior approval of the City. No substitutions are allowed when noted on this purchase order.

19. DEFAULT. Vendor covenants and agrees that in the event suit is instituted by the City for any default on the part of the Vendor, and the Vendor is adjusted by a court of competent jurisdiction to be in default, he shall pay to the City all costs, expense expended or incurred by the City in connection therewith, and reasonable attorney's fees. The Vendor agrees that the Superior Court of the State of Washington shall have jurisdiction over any suit, and that venue shall be laid in King County.

20. JURISDICTION, CHOICE OF LAW AND VENUE. Vendor hereby consents to the jurisdiction of the Washington courts. The parties agree that the laws of the state of Washington shall govern any disputes and venue shall be exclusively in King County Washington or the federal court located therein.

21. ACCEPTANCE. BY ACCEPTING THIS PURCHASE ORDER IN WRITING OR BY DELIVERING THE MATERIALS ORDERED, YOU ACCEPT ALL OF THE TERMS AND CONDITIONS SET FORTH. FORMAL OBJECTION IS HEREBY MADE TO ANY ADDITIONAL OR DIFFERENT TERMS PROPOSED BY VENDOR AS A CONDITION OF ACCEPTANCE OR DELIVERY.

INSTRUCTIONS FOR VENDOR'S USE OF PURCHASE ORDER

Upon completion of the order an invoice reflecting all costs relating to the order, and including this purchase order number, shall be submitted to:

City of Des Moines - Accounts Payable, 21630 11th Ave S, Ste. A, Des Moines, WA 98198

The completed purchase order will be paid according to the current schedule available from Accounts Payable.

Outlook

Vehicle Quote - 2026-10-321 - DES MOINES CITY OF

From NOREPLY@des.wa.gov <NOREPLY@des.wa.gov>
Date Wed 10/21/2026 6:29 AM
To Jonathon Heck <jheck@desmoineswa.gov>
Cc descarssystem@des.wa.gov <descarssystem@des.wa.gov>

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Police Admin X 2

Vehicle Quote Number: 2026-10-321

CARS Login

This is a **quote** only. You must create a purchase request to order this vehicle(s)

Contract & Dealer Information

Contract #:	28423		
Dealer:	Bud Clary Ford (W403)	Dealer Contact:	Kathleen Brennan
	700 7th Avenue	Dealer Phone:	(360) 423-4321 Ext: 10943
	PO Box 127	Dealer Email:	ford.orders@budclary.com
	Longview WA 98632		

Organization Information

Created By:	Jonathon Heck
Organization:	DES MOINES CITY OF
Email:	JHECK@DESMOINESWA.GOV
Quote Notes:	Attention: Jon Heck 206-900-6057 21650 11th ave s Des Moines, WA 98198
Vehicle Location:	DES MOINES

Color Options & Qty

Agate Black (UM) - 2

Tax Exempt: N

Vehicle Options

Order Code	Option Description	Qty	Unit Price	Ext. Price

2027-05001-0001	2027 Ford Police Interceptor Utility (ICE/HEV)	2	$46,269.00	$92,538.00
2027-05001-0002	INFORMATION ONLY: Vehicle sales tax is 8.6%.	2	$0.00	$0.00
2027-05001-0003	INFORMATION ONLY: Bud Clary Ford Hyundai (Clary Longview, LLC) - DES Vendor #W403, State Vendor Payee #SWV0271256	2	$0.00	$0.00
2027-05001-0004	INFORMATION ONLY: NEW FOR CONTRACT #28423: Delivery location must be selected, see option #0202.?	2	$0.00	$0.00
2027-05001-0005	INFORMATION ONLY: Ford Motor Company is not able to guarantee that this vehicle will be produced during the current model year production cycle. Also, due to uncontrollable increasing costs of raw materials, Ford might not be able to provide price protection for vehicles that will need to be re-ordered as 2028 model year. If Ford is unable to build this vehicle, we will contact you when we receive notification, offering the choice of order cancellation without penalty or acceptance of 28MY CARS contract pricing to re-order vehicle (and upfits if applicable) with factory expedited scheduling.	2	$0.00	$0.00
2027-05001-0006	INFORMATION ONLY: Bud Clary Ford CARS Cancellation Fees: NO fee to cancel order if vehicle has not been scheduled for production and is able to be cancelled at factory. 2% cancellation fee if vehicle has been serialized and is locked in for production by manufacturer. 10% cancellation fee if vehicle has been serialized and has specialized equipment ordered. Custom bodies cannot be cancelled. 2WD and 4x2 vehicles cannot be cancelled. Absolutely NO cancellation if customer has licensed/registered vehicle.	2	$0.00	$0.00
2027-05001-0011	Alternative Engine, 3.0L V6 EcoBoost with 10-Speed Automatic Transmission (148-MPH Top Speed; 400 HP; 415 lb.-ft. Torque (2026MY); 3.31 Axle Ratio) [Includes Interceptor badging on front hood] (99C/44U)	2	$2,793.00	$5,586.00
2027-05001-0027	Side Marker LED, Sideview Mirrors (Driver side - Red / Passenger side - Blue) (Located on backside of exterior mirror housing) (LED lights only. Wiring and controller are not included.) (Not compatible w/ Police Upgrade Package #65U) (63B)	2	$481.00	$962.00
2027-05001-0064	Badge Delete (Deletes Police Interceptor badging on rear liftgate and Interceptor badging on front hood when ordered with EcoBoost engine) (16D)	2	$0.00	$0.00
2027-05001-0065	Rear bumper step pad (16P)	2	$98.00	$196.00
2027-05001-0071	Police Upgrade Package [Includes 1st and 2nd row carpet floor covering with front and rear carpeted floor mats #16C; Rear cloth seats #88F; Center floor console less shifter (maintains column shifter); Center console and top plate with (2) cup holders; Selectable Sport Mode; 18in aluminum wheels #64E; High series headlamp with LED corner warning lights; Front Headlamp Lighting Solution #66A] (Not available with Upfitters Prep Package Package #67D, Ultimate Wiring Package #67U, Sideview Mirror LED Markers #63B) (65U/TTFW)	2	$647.00	$1,294.00
2027-05001-0202	VEHICLE DELIVERY - PLEASE SELECT ONE:	2	$0.00	$0.00
2027-05001-0205	Delivery to customer location in Northwest Washington (counties of: Clallam, Island, Jefferson, King, Kitsap, Mason, Pierce, San Juan, Skagit, Snohomish, Whatcom) (DLR)	2	$250.00	$500.00

2027-05001-0210	Two (2) Extra Keys. (Will give you 6 keys total) (DLR)	2	$111.00	$222.00

Catalytic Converter Marking

Our organization declines catalytic converter marking

Quote Totals

Total Vehicles:	2
Sub Total:	$101,298.00
8.6 % Sales Tax:	$8,711.63
Quote Total:	$110,009.63

Outlook

Vehicle Quote - 2026-10-322 - DES MOINES CITY OF

From NOREPLY@des.wa.gov <NOREPLY@des.wa.gov>
Date Wed 10/21/2026 6:36 AM
To Jonathon Heck <jheck@desmoineswa.gov>
Cc descarssystem@des.wa.gov <descarssystem@des.wa.gov>

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Police Patrol X5

Vehicle Quote Number: 2026-10-322

CARS Login

This is a **quote** only. You must create a purchase request to order this vehicle(s)

Contract & Dealer Information

Contract #:	28423		
Dealer:	Bud Clary Ford (W403)	Dealer Contact:	Kathleen Brennan
	700 7th Avenue	Dealer Phone:	(360) 423-4321 Ext: 10943
	PO Box 127	Dealer Email:	ford.orders@budclary.com
	Longview WA 98632		

Organization Information

Created By:	Jonathon Heck
Organization:	DES MOINES CITY OF
Email:	JHECK@DESMOINESWA.GOV
Quote Notes:	Attention: Jon Heck 206-900-6057 21650 11th ave s Des Moines, WA 98198 FLEET KEY CODE 1294X
Vehicle Location:	DES MOINES

Color Options & Qty

Agate Black (UM) - 5

Tax Exempt: N

Vehicle Options

Order Code	Option Description	Qty	Unit Price	Ext. Price

2027-05001-0001	2027 Ford Police Interceptor Utility (ICE/HEV)	5	$46,269.00	$231,345.00
2027-05001-0002	INFORMATION ONLY: Vehicle sales tax is 8.6%.	5	$0.00	$0.00
2027-05001-0003	INFORMATION ONLY: Bud Clary Ford Hyundai (Clary Longview, LLC) - DES Vendor #W403, State Vendor Payee #SWV0271256	5	$0.00	$0.00
2027-05001-0004	INFORMATION ONLY: NEW FOR CONTRACT #28423: Delivery location must be selected, see option #0202.?	5	$0.00	$0.00
2027-05001-0005	INFORMATION ONLY: Ford Motor Company is not able to guarantee that this vehicle will be produced during the current model year production cycle. Also, due to uncontrollable increasing costs of raw materials, Ford might not be able to provide price protection for vehicles that will need to be re-ordered as 2028 model year. If Ford is unable to build this vehicle, we will contact you when we receive notification, offering the choice of order cancellation without penalty or acceptance of 28MY CARS contract pricing to re-order vehicle (and upfits if applicable) with factory expedited scheduling.	5	$0.00	$0.00
2027-05001-0006	INFORMATION ONLY: Bud Clary Ford CARS Cancellation Fees: NO fee to cancel order if vehicle has not been scheduled for production and is able to be cancelled at factory. 2% cancellation fee if vehicle has been serialized and is locked in for production by manufacturer. 10% cancellation fee if vehicle has been serialized and has specialized equipment ordered. Custom bodies cannot be cancelled. 2WD and 4x2 vehicles cannot be cancelled. Absolutely NO cancellation if customer has licensed/registered vehicle.	5	$0.00	$0.00
2027-05001-0010	2027 Ford Police Interceptor AWD Pursuit-Rated Utility/SUV, 3.3L V6 Direct-Injection, 10-Speed Automatic Police-Calibrated Transmission (136-MPH Top Speed) (285 HP; 260 lb.-ft. Torque) (K8A/500A/TT9W) THIS IS THE BASE VEHICLE -- Please review standard specs to view complete description.	5	$0.00	$0.00
2027-05001-0011	Alternative Engine, 3.0L V6 EcoBoost with 10-Speed Automatic Transmission (148-MPH Top Speed; 400 HP; 415 lb.-ft. Torque (2026MY); 3.31 Axle Ratio) [Includes Interceptor badging on front hood] (99C/44U)	5	$2,793.00	$13,965.00
2027-05001-0027	Side Marker LED, Sideview Mirrors (Driver side - Red / Passenger side - Blue) (Located on backside of exterior mirror housing) (LED lights only. Wiring and controller are not included.) (Not compatible w/ Police Upgrade Package #65U) (63B)	5	$481.00	$2,405.00
2027-05001-0036	Spot Lamp, LED Bulb, Driver Only (Whelen) (51T)	5	$461.00	$2,305.00
2027-05001-0052	Fleet Keyed Alike (Call dealer for available key codes) (KEY)	5	$49.00	$245.00
2027-05001-0054	Doors/Locks: Hidden Door Lock Plunger with Rear Door Controls Inoperable - locks, handles and windows (Locks/windows operable from drivers door switches) (Included with Upfitter Prep Package #67D) (52P)	5	$167.00	$835.00
2027-05001-0064	Badge Delete (Deletes Police Interceptor badging on rear liftgate and Interceptor badging on front hood when ordered with EcoBoost engine) (16D)	5	$0.00	$0.00
2027-05001-0065	Rear bumper step pad (16P)	5	$98.00	$490.00

2027-05001-0205	Delivery to customer location in Northwest Washington (counties of: Clallam, Island, Jefferson, King, Kitsap, Mason, Pierce, San Juan, Skagit, Snohomish, Whatcom) (DLR)	5	$250.00	$1,250.00

Catalytic Converter Marking

Our organization declines catalytic converter marking

Quote Totals

Total Vehicles:	5
Sub Total:	$252,840.00
8.6 % Sales Tax:	$21,744.24
Quote Total:	$274,584.24

City of Des Moines
21630 11th Ave S, Suite A
Des Moines, WA 98189
Tel: 206.878.4595

Purchase Order

Fiscal Year 2026

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES, AND SHIPPING PAPERS.

Purchase Order Number **20260018**

Purchase Order Date **10/21/2026**

Department **PW Administration**

Bill To
Accounts Payable
City of Des Moines
21630 11th Ave S Ste A
DES MOINES, WA 98198

Ship To
See Shipping Information Below

Vendor
MOTOROLA SOLUTIONS, INC.
4625 LAKE PARK BLVD
SALT LAKE CITY, UT 84120

VENDOR PHONE NUMBER	VENDOR EMAIL	VENDOR NUMBER	REQUISITION NUMBER	BUYER NAME	DELIVERY REFERENCE
(800) 860-8026 1650	US.REMITTANCE@MOTOROLASOLUTIONS.COM	655		Karolyn Reiser	3867079

NOTES

PD Radios & Cameras for Admin and Patrol vehicles

ITEM #	DESCRIPTION		QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
1	**PD Radios for Admin patrol vehicles**		7.0000	EACH	$3,147.7400	$22,034.18
	(At the direction of the Des Moines City Council taken at an Open Public Meeting on 11/12/26. If approved, this will be used to reserve the purchase.)					
	Ship To: Public Works / Engineering City of Des Moines 21650 11th Avenue South DES MOINES, WA 98198					
	Ship Email: knuber@daywireless.com					
	GL #: 50106002 - 564300	**$24,325.73**				
2	**PD Camera systems for Patrol vehicles**		5.0000	EACH	$13,158.0800	$65,790.40
	Ship To: Public Works / Engineering City of Des Moines 21650 11th Avenue South DES MOINES, WA 98198					
	Ship Email: knuber@daywireless.com					
	GL #: 50106002 - 564300	**$72,632.60**				

GL SUMMARY

50106002 - 564300	$96,958.33

Total Exl. Price	$87,824.58
Total Sales Tax	$9,133.75
Purchase Order Total	**$96,958.33**

Finance Director

Purchasing Copy

CITY OF DES MOINES PURCHASE TERMS AND CONDITIONS

BY ACCEPTANCE OF THIS ORDER, THE VENDOR WARRANTS FULL COMPLIANCE WITH ALL APPLICABLE LOCAL, STATE OR FEDERAL LAWS AND REGULATIONS INCLUDING SPECIFIC STATUTORY REQUIREMENTS OF FEDERAL AGENCIES.

VENDOR AND CITY AGREE AS FOLLOWS:

1. DELIVERY. For any exception to the delivery date as specified on this order, Vendor shall give prior notification and obtain written approval thereto from the appropriate representative of the City with respect to delivery under this order. Time is of the essence and the order is subject to termination and/or appropriate damages for failure to deliver as specified. Acceptance by the City of late performance with or without objection or reservation shall not waive the right to claim damage for such breach nor constitute a waiver of the requirements for the timely performance of any obligation remaining to be performed by vendor.

2. PACKAGING. No charge will be allowed for packaging, boxing, handling or transportation costs except as specified on this order.

3. SHIPPING INSTRUCTIONS. Unless otherwise specified, all goods are to be shipped prepaid F.O.B. Destination. Where shipping addresses indicate room numbers, the vendor shall make delivery to that location at no additional charge where specific authorization is granted to ship goods F.O.B. shipping point. Vendor agrees to prepay all shipping charges, route as instructed or if instructions are not provided, route by cheapest common carrier and to bill the City as a separate item on the invoice for said charges. Each invoice for shipping charges shall contain the original or a copy of the bill indicating that the payment for shipping has been made. City reserves the right to refuse COD shipments.

4. RISK OF LOSS. Regardless of F.O.B. point, Vendor agrees to bear all risks of loss, injury or destruction of goods and materials ordered herein which occur prior to delivery. Such loss, injury or destruction shall not release Vendor from any obligations hereunder.

5. CHANGES. No alteration in any of the terms, conditions, delivery price, quantity, quality, or specifications of this order will be affective without written consent of the City for its acceptance prior to shipment.

6. HOLD HARMLESS. Vendor shall protect, indemnify and hold the City, its officers, officials, employees and volunteers harmless from and against damage, cost or liability of any nature for any injuries to persons or property arising from acts or omissions of Vendor, its employees, agents, or subcontractors, except for injuries and damages caused by the sole negligence of the City.

7. REJECTION. All goods or materials purchased herein are subject to approval by the City. Any rejection of goods or material resulting because of nonconformity to the terms and specifications of this order whether held by the City or returned, will be at Vendor's risk and expense.

8. ASSIGNMENTS. The provisions or monies due under this contract shall only be assignable, in whole or in part, with the proper written approval of the approved representative of the City.

9. PAYMENTS, CASH DISCOUNTS, LATE PAYMENT CHARGES. Invoices will not be processed for payment nor will the period of computation for cash discount commence until receipt of a properly completed invoice or invoice items, whichever is later. If an adjustment in payment is necessary due to damage or dispute, the cash discount period shall commence on the date final approval for payment is authorized.

10. WARRANTIES. Vendor warrants that all products delivered under this purchase order shall be free from defect in material and workmanship, and shall be fit for the intended purpose. This warranty is in addition to any standard warranty or guarantee given by the vendor to the City. All products determined by the City to be defective shall be replaced within 15 days of notice by the City. All costs of replacement, including shipping charges shall be borne by the Vendor. Vendor warrants that the equipment, materials or service on this order do not infringe any patent, registered trademark or copyright and agrees to hold the City harmless in the event of any infringement or claim thereof. Vendor warrants that all goods and materials ordered herein are free and clear of all liens, claims and encumbrances.

11. FORCE MAJEURE. Neither party shall be held responsible for failure or delay in the fulfillment of conditions of this contract or purchase order if the cause is not within the control of the party whose performance is interfered with and which, by the exercise of reasonable diligence, said party is unable to prevent.

12. GRATUITIES. The City may, by written notice to the Vendor, cancel this contract if it is found by the City that Vendor or any agent or representative of Vendor, offered or gave gratuities, in the form of entertainment, gifts or otherwise, to any officer or employee of the City with a view toward securing a contract or securing favorable treatment with respect to the awarding of this contract.

13. TAXES. Unless otherwise indicated, the City agrees to pay to the vendor all State of Washington sales or use tax. Vendor shall comply with and be responsible for all federal, state, and local taxes and licensing requirements. When applicable, City agrees to furnish Vendor, upon acceptance of articles supplied under this order, with an exemption certificate.

14. MSDS. Material Safety Data Sheets to be included with shipments of any material requiring this documentation, per OSHA and WSHA regulations.

15. PUBLIC DISCLOSURE. Purchase Order and all contents and attachments shall be deemed a public record as defined in RCW 42.56 "Public Records Act."

16. TERMINATION. In the event of a breach by Vendor of any of the provisions of this contract, the City reserves the right to cancel and terminate this contract forthwith upon giving an oral or written notice of the Vendor. Vendor shall be liable for damages suffered by the City resulting from Vendor's breach of contract.

17. IDENTIFICATION. All invoices, packing list, packages, shipping notices, or written documents affecting this order shall contain the applicable purchase order number.

18. BRANDS. When a specific brand is named it shall be construed solely for the purpose of indicating the standard or quality, performance or use desired. City reserves the right to refuse brands substituted by vendor without written prior approval of the City. No substitutions are allowed when noted on this purchase order.

19. DEFAULT. Vendor covenants and agrees that in the event suit is instituted by the City for any default on the part of the Vendor, and the Vendor is adjusted by a court of competent jurisdiction to be in default, he shall pay to the City all costs, expense expended or incurred by the City in connection therewith, and reasonable attorney's fees. The Vendor agrees that the Superior Court of the State of Washington shall have jurisdiction over any suit, and that venue shall be laid in King County.

20. JURISDICTION, CHOICE OF LAW AND VENUE. Vendor hereby consents to the jurisdiction of the Washington courts. The parties agree that the laws of the state of Washington shall govern any disputes and venue shall be exclusively in King County Washington or the federal court located therein.

21. ACCEPTANCE. BY ACCEPTING THIS PURCHASE ORDER IN WRITING OR BY DELIVERING THE MATERIALS ORDERED, YOU ACCEPT ALL OF THE TERMS AND CONDITIONS SET FORTH. FORMAL OBJECTION IS HEREBY MADE TO ANY ADDITIONAL OR DIFFERENT TERMS PROPOSED BY VENDOR AS A CONDITION OF ACCEPTANCE OR DELIVERY.

INSTRUCTIONS FOR VENDOR'S USE OF PURCHASE ORDER

Upon completion of the order an invoice reflecting all costs relating to the order, and including this purchase order number, shall be submitted to:
City of Des Moines - Accounts Payable, 21630 11th Ave S, Ste. A, Des Moines, WA 98198
The completed purchase order will be paid according to the current schedule available from Accounts Payable.

MOTOROLA SOLUTIONS

QUOTE-3867079
:s Moines PD_7 x APX6500-Config 6

Billing Address:
DES MOINES POLICE DEPT, CITY OF
21630 11TH AVE S
DES MOINES, WA 98198
US

Shipping Address:
DES MOINES POLICE DEPT, CITY OF
21900 11TH AVE S
DES MOINES, WA 98198
US

Quote Date:10/19/2026
Expiration Date:12/18/2026
Quote Created By:
Kimberly Nuber
knuber@daywireless.com

End Customer:
DES MOINES POLICE DEPT, CITY OF
Jonathon Heck
Jheck@desmoineswa.gov
2068706942

Contract: 32333 - PSERN

Police Radios
Admin & patrol
X 7

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 6500 / Enh Series	PS_REM_MT CONFIG_06 APX6500 7/800-E5	7		$3,147.74	$22,034.18
1	M25URS9PW1BN	MOBILE RADIO APX6500 ENHANCED 7/800 MHZ	7	$3,764.00	$716.50	$5,015.50
1a	QA01648AA	ADD: HW KEY SUPPLEMENTAL DATA	7	$6.42	$2.57	$17.99
1b	G851AG	ADD: AES/DES-XL/DES-OFB ENCRYP APX AND ADP	7	$941.00	$376.40	$2,634.80
1c	G996AS	SOFTWARE LICENSE ENH: OVER THE AIR PROVISIONING	7	$118.00	$47.20	$330.40
1d	GA00580AA	ADD: TDMA OPERATION	7	$530.00	$212.00	$1,484.00
1e	G51AU	SOFTWARE LICENSE ENH: SMARTZONE OPERATION APX6500	7	$1,412.00	$183.47	$1,284.29
1f	QA05336AA	DEL: DELETE BLUETOOTH	7	$0.00	$0.00	$0.00
1g	G67DT	ADD: REMOTE MOUNT E5 APXM	7	$350.00	$140.00	$980.00
1h	G78AT	ENH: 3 YEAR ESSENTIAL SVC	7	$302.40	$302.40	$2,116.80
1i	GA01606AA	ADD: NO BLUETOOTH/ WIFI/GPS ANTENNA NEEDED	7	$0.00	$0.00	$0.00
1j	G298AS	SOFTWARE LICENSE ENH: ASTRO 25 OTAR W/ MULTIKEY	7	$871.00	$348.40	$2,438.80
1k	B18CR	ADD: AUXILIARY SPKR 7.5 WATT APX	7	$71.00	$28.40	$198.80

Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the ""Underlying Agreement"") that authorizes Customer to purchase equipment and/or services or license software (collectively ""Products""). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
1l	QA08853AA	ADD: CPS ENABLEMENT	7	$0.00	$0.00	$0.00
1m	G610AC	ADD: REMOTE MOUNT CABLE 30 FT APX	7	$30.00	$12.00	$84.00
1n	G444AH	ADD: APX CONTROL HEAD SOFTWARE	7	$0.00	$0.00	$0.00
1o	G335AW	ADD: ANT 1/4 WAVE 762-870MHZ	7	$16.00	$6.40	$44.80
1p	G806BL	SOFTWARE LICENSE ENH: ASTRO DIGITAL CAI OP APX	7	$607.00	$242.80	$1,699.60
1q	GA01767AG	ADD: RADIO AUTHENTICATION	7	$118.00	$47.20	$330.40
1r	GA01670AA	ADD: APX E5 CONTROL HEAD	7	$767.00	$306.80	$2,147.60
1s	W22BA	ADD: STD PALM MICROPHONE APX	7	$85.00	$34.00	$238.00
1t	QA09113AB	ADD: BASELINE RELEASE SW	7	$0.00	$0.00	$0.00
1u	G361AH	SOFTWARE LICENSE ENH: P25 TRUNKING SOFTWARE APX	7	$353.00	$141.20	$988.40

Grand Total $22,034.18(USD)

Notes:

- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.

Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the ""Underlying Agreement"") that authorizes Customer to purchase equipment and/or services or license software (collectively ""Products""). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Line #	Item Number	Parametric Data
1a	QA01648AA	ASKHOMID = 03AB

Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the ""Underlying Agreement"") that authorizes Customer to purchase equipment and/or services or license software (collectively ""Products""). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

MOTOROLA SOLUTIONS

Budgetary

QUOTE-3867351
Des Moines PD_5 x M500

Billing Address:
DES MOINES POLICE DEPT, CITY OF
21630 11TH AVE S
DES MOINES, WA 98198
US

Shipping Address:
DES MOINES POLICE DEPT, CITY OF
21900 11TH AVE S
DES MOINES, WA 98198
US

Quote Date:10/19/2026
Expiration Date:12/18/2026
Quote Created By:
Kimberly Nuber
knuber@daywireless.com

End Customer:
DES MOINES POLICE DEPT, CITY OF
Jonathon Heck
Jheck@desmoineswa.gov
2068706942

Contract: 36874 - SOURCEWELL MOBILE VIDEO-101223-MOT
AGREEMENT: WG AGREEMENT

Police Patrol Camera Systems X5

Summary:

This Motorola quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then the following Motorola's Standard Terms of use and Purchase Terms and Conditions govern the purchase of the Products which is found at http://www.motorolasolutions.com/product-terms

Line #	Item Number	Description	Qty	Term	List Price	Sale Price	Ext. Sale Price
	M500						
1	WGB-0703A	M500 ICV SYSTEM, V300 WIFI DOCK	5		$8,219.00	$6,575.20	$32,876.00
2	WGB-0189A	MTIK CONF KIT,802.11AC,M500POE,5G HZANT	5		$410.00	$328.00	$1,640.00
3	WGP02225-650-KIT2	BRACKET DISP/VISTA/ CAMVR POST 2025+EXPL	5		Included	Included	Included
4	LSV07S05297A	5Y ESSENTIAL WITH ADVANCED REPLACEMENT M500	5	5 YEARS	$1,518.60	$1,214.88	$6,074.40
	CommandCentral DEMS						
5	SSV00S05161A	COMMANDCENTRAL DEMS UNLIMITED STORAGE PER IN-CAR VIDEO CAMERA	10	5 YEAR	$1,020.00	$1,020.00	$10,200.00
6	SSV00S05158A	COMMANDCENTRAL DEMS PLUS SERVICE	5	5 YEAR	$3,000.00	$3,000.00	$15,000.00

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Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

MOTOROLA SOLUTIONS

Budgetary

QUOTE-3867351
Des Moines PD_5 x M500

Line #	Item Number	Description	Qty	Term	List Price	Sale Price	Ext. Sale Price
7	SSV00S06340A	RESPONDER PRODUCTIVTY ASSIST	5	5 YEAR	Included	Included	Included

Grand Total

$65,790.40(USD)

Pricing Metric :

Price is indicative of the following -
# of Devices - 5

0

**Upfront costs include the cost of Hardware, Accessories and Implementation, where applicable.*

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Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Line #	Item Number	Parametric Data
1	WGB-0703A	VEHIMOD = FORD EXPLORER 2025+,ICVBRKT = TRUNK (UNIVERSAL)
5	SSV00S05161A	SALECON = Jonathon Heck,SALEADR = Jheck@desmoineswa.gov,ADMEMAIL = EOchart@desmoineswa.gov,ADMUSER = Sgt. Eddie Ochart,ADMPHONE = (206) 878-3301,AGDOMAIN = desmoineswa.gov,NEW_EXP = EXPANSION,SUBYEARS = 5 YEAR,DEVICEQTY = 5
6	SSV00S05158A	SALECON = Jonathon Heck,SALEADR = Jheck@desmoineswa.gov,ADMEMAIL = EOchart@desmoineswa.gov,ADMUSER = Sgt. Eddie Ochart,ADMPHONE = (206) 878-3301,AGDOMAIN = desmoineswa.gov,NEW_EXP = EXPANSION,SUBYEARS = 5 YEAR,DEVICEQTY = 5
7	SSV00S06340A	SALECON = Jonathon Heck,SALEADR = Jheck@desmoineswa.gov,ADMEMAIL = EOchart@desmoineswa.gov,ADMUSER = Sgt. Eddie Ochart,AGDOMAIN = desmoineswa.gov

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Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

City of Des Moines
21630 11th Ave S, Suite A
Des Moines, WA 98189
Tel: 206.878.4595

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES, AND SHIPPING PAPERS.

Purchase Order Number **20260016**

Purchase Order Date **10/21/2026**

Department **PW Administration**

Bill To
Accounts Payable
City of Des Moines
21630 11th Ave S Ste A
DES MOINES, WA 98198

Ship To
See Shipping Information Below

Vendor
PUGET SOUND UPFITTERS LLC
7021 S ALDER ST
TACOMA, WA 98409

VENDOR PHONE NUMBER	VENDOR EMAIL	VENDOR NUMBER	REQUISITION NUMBER	BUYER NAME	DELIVERY REFERENCE
206-841-4925	TIM@PUGETSOUNDUPFITTERS.COM	1715		Karolyn Reiser	1234

NOTES

PD Upfitting for Patrol Cars & Admin Cars

ITEM #	DESCRIPTION		QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
1	**Upfitting for 2 Police Admin vehicles - Quote #1234**		**2.0000**	**EACH**	**$17,156.0600**	**$34,312.12**
	(At the direction of the Des Moines City Council taken at an Open Public Meeting on 11/12/26. If approved, this will be used to reserve the purchase.)					
	Ship To: Public Works / Engineering **City of Des Moines** **21650 11th Avenue South** **DES MOINES, WA 98198**					
	Ship Email: tim@pugetsoundupfitters.com					
	GL #: 50106002 - 564300	**$37,880.58**				
2	**PD Patrol Vehicle Upfitting**		**5.0000**	**EACH**	**$27,345.3500**	**$136,726.75**
	Ship To: Public Works / Engineering **City of Des Moines** **21650 11th Avenue South** **DES MOINES, WA 98198**					
	Ship Email: tim@pugetsoundupfitters.com					
	GL #: 50106002 - 564300	**$150,946.33**				

GL SUMMARY

50106002 - 564300	$188,826.91

Total Ext. Price	$171,038.87
Total Sales Tax	$17,788.04
Purchase Order Total	**$188,826.91**

Finance Director

Purchasing Copy

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1. DELIVERY. For any exception to the delivery date as specified on this order, Vendor shall give prior notification and obtain written approval thereto from the appropriate representative of the City with respect to delivery under this order. Time is of the essence and the order is subject to termination and/or appropriate damages for failure to deliver as specified. Acceptance by the City of late performance with or without objection or reservation shall not waive the right to claim damage for such breach nor constitute a waiver of the requirements for the timely performance of any obligation remaining to be performed by vendor.

2. PACKAGING. No charge will be allowed for packaging, boxing, handling or transportation costs except as specified on this order.

3. SHIPPING INSTRUCTIONS. Unless otherwise specified, all goods are to be shipped prepaid F.O.B. Destination. Where shipping addresses indicate room numbers, the vendor shall make delivery to that location at no additional charge where specific authorization is granted to ship goods F.O.B. shipping point. Vendor agrees to prepay all shipping charges, route as instructed or if instructions are not provided, route by cheapest common carrier and to bill the City as a separate item on the invoice for said charges. Each invoice for shipping charges shall contain the original or a copy of the bill indicating that the payment for shipping has been made. City reserves the right to refuse COD shipments.

4. RISK OF LOSS. Regardless of F.O.B. point, Vendor agrees to bear all risks of loss, injury or destruction of goods and materials ordered herein which occur prior to delivery. Such loss, injury or destruction shall not release Vendor from any obligations hereunder.

5. CHANGES. No alteration in any of the terms, conditions, delivery price, quantity, quality, or specifications of this order will be affective without written consent of the City for its acceptance prior to shipment.

6. HOLD HARMLESS. Vendor shall protect, indemnify and hold the City, its officers, officials, employees and volunteers harmless from and against damage, cost or liability of any nature for any injuries to persons or property arising from acts or omissions of Vendor, its employees, agents, or subcontractors, except for injuries and damages caused by the sole negligence of the City.

7. REJECTION. All goods or materials purchased herein are subject to approval by the City. Any rejection of goods or material resulting because of nonconformity to the terms and specifications of this order whether held by the City or returned, will be at Vendor's risk and expense.

8. ASSIGNMENTS. The provisions or monies due under this contract shall only be assignable, in whole or in part, with the proper written approval of the approved representative of the City.

9. PAYMENTS, CASH DISCOUNTS, LATE PAYMENT CHARGES. Invoices will not be processed for payment nor will the period of computation for cash discount commence until receipt of a properly completed invoice or invoice items, whichever is later. If an adjustment in payment is necessary due to damage or dispute, the cash discount period shall commence on the date final approval for payment is authorized.

10. WARRANTIES. Vendor warrants that all products delivered under this purchase order shall be free from defect in material and workmanship, and shall be fit for the intended purpose. This warranty is in addition to any standard warranty or guarantee given by the vendor to the City. All products determined by the City to be defective shall be replaced within 15 days of notice by the City. All costs of replacement, including shipping charges shall be borne by the Vendor. Vendor warrants that the equipment, materials or service on this order do not infringe any patent, registered trademark or copyright and agrees to hold the City harmless in the event of any infringement or claim thereof. Vendor warrants that all goods and materials ordered herein are free and clear of all liens, claims and encumbrances.

11. FORCE MAJEURE. Neither party shall be held responsible for failure or delay in the fulfillment of conditions of this contract or purchase order if the cause is not within the control of the party whose performance is interfered with and which, by the exercise of reasonable diligence, said party is unable to prevent.

12. GRATUITIES. The City may, by written notice to the Vendor, cancel this contract if it is found by the City that Vendor or any agent or representative of Vendor, offered or gave gratuities, in the form of entertainment, gifts or otherwise, to any officer or employee of the City with a view toward securing a contract or securing favorable treatment with respect to the awarding of this contract.

13. TAXES. Unless otherwise indicated. the City agrees to pay to the vendor all State of Washington sales or use tax. Vendor shall comply with and be responsible for all federal, state, and local taxes and licensing requirements. When applicable, City agrees to furnish Vendor, upon acceptance of articles supplied under this order, with an exemption certificate.

14. MSDS. Material Safety Data Sheets to be included with shipments of any material requiring this documentation, per OSHA and WSHA regulations.

15. PUBLIC DISCLOSURE. Purchase Order and all contents and attachments shall be deemed a public record as defined in RCW 42.56 "Public Records Act."

16. TERMINATION. In the event of a breach by Vendor of any of the provisions of this contract, the City reserves the right to cancel and terminate this contract forthwith upon giving an oral or written notice of the Vendor. Vendor shall be liable for damages suffered by the City resulting from Vendor's breach of contract.

17. IDENTIFICATION. All invoices, packing list, packages, shipping notices, or written documents affecting this order shall contain the applicable purchase order number.

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19. DEFAULT. Vendor covenants and agrees that in the event suit is instituted by the City for any default on the part of the Vendor, and the Vendor is adjusted by a court of competent jurisdiction to be in default, he shall pay to the City all costs, expense expended or incurred by the City in connection therewith, and reasonable attorney's fees. The Vendor agrees that the Superior Court of the State of Washington shall have jurisdiction over any suit, and that venue shall be laid in King County.

20. JURISDICTION, CHOICE OF LAW AND VENUE. Vendor hereby consents to the jurisdiction of the Washington courts. The parties agree that the laws of the state of Washington shall govern any disputes and venue shall be exclusively in King County Washington or the federal court located therein.

21. ACCEPTANCE. BY ACCEPTING THIS PURCHASE ORDER IN WRITING OR BY DELIVERING THE MATERIALS ORDERED, YOU ACCEPT ALL OF THE TERMS AND CONDITIONS SET FORTH. FORMAL OBJECTION IS HEREBY MADE TO ANY ADDITIONAL OR DIFFERENT TERMS PROPOSED BY VENDOR AS A CONDITION OF ACCEPTANCE OR DELIVERY.

INSTRUCTIONS FOR VENDOR'S USE OF PURCHASE ORDER

Upon completion of the order an invoice reflecting all costs relating to the order, and including this purchase order number, shall be submitted to:
City of Des Moines - Accounts Payable, 21630 11th Ave S, Ste. A, Des Moines, WA 98198
The completed purchase order will be paid according to the current schedule available from Accounts Payable.

ESTIMATE

Puget Sound Upfitters LLC
7021 S Alder St
Tacoma, WA 98409

tim@pugetsoundupfitters.com
+1 (206) 841-4925

PUGET SOUND UPFITTERS

Bill to
Eddie Ochart
Des Moines Police Dept
21650 11th Ave So
Des Moines, WA 98198

Police Patrol upfitting X5

Estimate details
Estimate no.: 1233
Estimate date: 10/19/2026

Vehicle Identification : 2027 FPIU Troy Built

#	Product or service	Description	Qty	Rate	Amount
1.	**Installation Labor**	Install all listed equipment and provide a road ready vehicle. Labor includes installation of two customer supplied radios and customer supplied camera system.	1	$5,650.00	$5,650.00
2.	**Troy**	TROY STEEL PUSH BAR	1	$650.00	$650.00
3.	**Troy**	STEEL DOUBLE PIT WRAPS	1	$500.00	$500.00
4.	**Troy**	14 INCH SLOPED PRINER CONSOLE INCLUDES FACEPLATES FOR MOTOROLA, CENCOM, AND CUPHOLDER.	1	$600.00	$600.00
5.	**Troy**	PASSENGER SEAT LAPTOP MOUNT	1	$550.00	$550.00
6.	**Troy**	ARM REST	1	$150.00	$150.00
7.	**Troy**	DUAL GUN MOUNT	1	$374.00	$374.00
8.	**Troy**	WEAPON LOCK MOUNT KIT FOR BLAC-RAC	2	$105.00	$210.00
9.	**Troy**	FRONT PARTITION WITH SLIDING POLY WINDOW	1	$1,000.00	$1,000.00
10.	**Troy**	REAR PARTITON WITH POLY WINDOW	1	$850.00	$850.00
11.	**Troy**	REPLACEMENT REAR SEAT WITH CENTER PULL SEATBELTS	1	$1,100.00	$1,100.00

12.	Troy	POLY WINDOW BARS	1	$290.00	$290.00
13.	MISC ITEMS	BLAC-RAC DUAL GUN LOCK	1	$1,110.00	$1,110.00
14.	Troy	CARGO DECK SYSTEM WITH LIFT UP COVER AND STOP STICK HOUSING	1	$2,020.00	$2,020.00
15.	Troy	10 INCH TALL DRAWER MOUNTED ON TOP OF THE CARGO DECK	1	$1,850.00	$1,850.00
16.	Whelen Light Bar	LEGACY DUO ROOF TOP LIGHT BAR	1	$2,266.00	$2,266.00
17.	Whelen Core System	C399 CORE CONTROL SYSTEM	1	$875.00	$875.00
18.	Whelen Core Controller	CORE KNOB CONTROLLER	1	$0.00	$0.00
19.	Whelen Core System	SCANPORT FOR VEHICLE FUNCTIONS	1	$0.00	$0.00
20.	Whelen Core System	CEM8 EXPANSION MODULE MOUNTED IN HATCH	1	$155.00	$155.00
21.	Whelen Speaker	SPEAKER AND BRACKET	1	$201.00	$201.00
22.	Whelen Surface Mount Lights	VXE TWIST IN RED/WHITE	1	$123.00	$123.00
23.	Whelen Surface Mount Lights	VXE TWIST IN BLUE/WHITE	1	$123.00	$123.00
24.	Whelen Surface Mount Lights	VXE TWIST IN RED/BLUE	2	$123.00	$246.00
25.	Whelen Surface Mount Lights	MINI T-IONS MOUNTED INSIDE LIFT GATE ONE RED ONE BLUE	2	$95.00	$190.00
26.	Whelen Surface Mount Lights	T-IONS RED/WHITE BLUE/WHITE FOR LIC PLATE	2	$190.00	$380.00
27.	Whelen Surface Mount Lights	ION DUO RED/WHITE BLUE/WHITE	2	$205.00	$410.00
28.	Whelen Surface Mount Lights	T-ION RED/WHITE BLUE/WHITE FOR PUSH BAR AND PIT WRAPS	6	$190.00	$1,140.00
29.	MISC ITEMS	MAP LIGHT TRIO	1	$105.00	$105.00
30.	Whelen Surface Mount Lights	DOME LIGHT FOR CAGE	1	$65.00	$65.00
31.	Whelen Misc Product	PE215 STROBE POWER SUPPLY	1	$600.00	$600.00
32.	MISC ITEMS	REDARCH BCDC CHARGER	1	$345.00	$345.00
33.	Panorama Antennas	ROOF TOP ANTENNA WITH UHF AND DOCK LTE/GPS	1	$120.00	$120.00
34.	MISC ITEMS	PRINTER	1	$555.00	$555.00
			Subtotal		$24,803.00
			Sales tax		$2,542.35

Total $27,345.35

X 5

$136,726.75

Accepted date

Accepted by

ESTIMATE

Puget Sound Upfitters LLC
7021 S Alder St
Tacoma, WA 98409

tim@pugetsoundupfitters.com
+1 (206) 841-4925

PUGET SOUND UPFITTERS

Bill to
Eddie Ochart
Des Moines Police Dept
21650 11th Ave So
Des Moines, WA 98198

Police Admin up fitting
X 2

Estimate details
Estimate no.: 1234
Estimate date: 10/20/2026

#	Product or service	Description	Qty	Rate	Amount
1.	**Installation Labor**	Install all listed equipment and customers supplied radios.	1	$4,500.00	$4,500.00
2.	**Troy**	OVERHEAD CONSOLE FOR CONTROLLER MOUNT	1	$316.00	$316.00
3.	**Troy**	CARGO DECK LIFT UP SYSTEM WITH STORAGE LID (NO STOP STICK HOUSING)	1	$3,890.00	$3,890.00
4.	**Whelen Core System**	C399 CORE SYSTEM	1	$875.00	$875.00
5.	**Whelen Light Bar**	INNER EDGE DUO FRONT AND REAR COMBO WITH CONTROLLER AND SCANPORT	1	$3,150.00	$3,150.00
6.	**Whelen Surface Mount Lights**	ION DUO RED/WHITE BLUE/WHITE FOR C PILLAR WINDOWS	2	$205.00	$410.00
7.	**Whelen Surface Mount Lights**	VXE TRIO RED/WHITE/BLUE MOUNTED IN TAIL LIGHT FLOOD WHITE IN REVERSE	2	$123.00	$246.00
8.	**Whelen Surface Mount Lights**	VXE DUO RED/WHITE BLUE/WHITE MOUNTED IN HEADLIGHTS	2	$123.00	$246.00
9.	**Whelen Surface Mount Lights**	ION DUO MOUNTED INSIDE FRONT FACIA RED/WHITE BLUE/WHITE	2	$205.00	$410.00
10.	**Whelen Surface Mount Lights**	MINI T-IONS MOUNTED IN THE LIFTGATE ON WHEN GATE OPEN	2	$95.00	$190.00
11.					

	Whelen Speaker	SIREN SPEAKER MOUNTED INSIDE FRONT FACIA	1	$201.00	$201.00
12.	Whelen Misc Product	PE215 STROBE POWER SUPPLY FOR OPTICOM AND BULB	1	$600.00	$600.00
13.	MISC ITEMS	TINT FRONT TWO WINDOWS AND ADD STRIP TO CONCEAL FRONT LIGHT BAR 15%	1	$250.00	$250.00
14.	Motorola Parts	DUAL GLASS MOUNT ANTENNAS FOR RADIOS (COVERT)	2	$135.00	$270.00

Subtotal	$15,554.00
Sales tax	$1,602.06
Total	$17,156.06

X2

$34,312.12

Accepted date

Accepted by

City of Des Moines
21630 11th Ave S, Suite A
Des Moines, WA 98189
Tel: 206.878.4595

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES, AND SHIPPING PAPERS.

Purchase Order Number **20260014**

Purchase Order Date **10/21/2026**

Department **PW Administration**

Bill To
Accounts Payable
City of Des Moines
21630 11th Ave S Ste A
DES MOINES, WA 98198

Ship To
City Mechanic
City of Des Moines
21650 11th Ave S. Lower Level
DES MOINES, WA 98198

Vendor
LARSEN SIGN CO
9411 LAKEVIEW AVE SW
LAKEWOOD, WA 98499

VENDOR PHONE NUMBER	VENDOR EMAIL	VENDOR NUMBER	REQUISITION NUMBER	BUYER NAME	DELIVERY REFERENCE
253-581-4313		574		Karolyn Reiser	Pricing for 2027 per Kyle Larsen

NOTES

Vinyl Lettering and wraps for police vehicles

ITEM #	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
1	**Vinyl Lettering and Wrap Package for Patrol Vehicles**	**5.0000**	**EACH**	**$1,150.0000**	**$5,750.00**
	(At the direction of the Des Moines City Council taken at an Open Public Meeting on 11/12/26. If approved, this will be used to reserve the purchase.)				
	GL #: 50106002 - 564300	**$6,348.00**			

GL SUMMARY

50106002 - 564300	$6,348.00

Total Ext. Price $5,750.00

Total Sales Tax $598.00

Purchase Order Total $6,348.00

Finance Director

Purchasing Copy

CITY OF DES MOINES PURCHASE TERMS AND CONDITIONS

BY ACCEPTANCE OF THIS ORDER, THE VENDOR WARRANTS FULL COMPLIANCE WITH ALL APPLICABLE LOCAL, STATE OR FEDERAL LAWS AND REGULATIONS INCLUDING SPECIFIC STATUTORY REQUIREMENTS OF FEDERAL AGENCIES.

VENDOR AND CITY AGREE AS FOLLOWS:

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14. MSDS. Material Safety Data Sheets to be included with shipments of any material requiring this documentation, per OSHA and WSHA regulations.

15. PUBLIC DISCLOSURE. Purchase Order and all contents and attachments shall be deemed a public record as defined in RCW 42.56 "Public Records Act."

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19. DEFAULT. Vendor covenants and agrees that in the event suit is instituted by the City for any default on the part of the Vendor, and the Vendor is adjusted by a court of competent jurisdiction to be in default, he shall pay to the City all costs, expense expended or incurred by the City in connection therewith, and reasonable attorney's fees. The Vendor agrees that the Superior Court of the State of Washington shall have jurisdiction over any suit, and that venue shall be laid in King County.

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21. ACCEPTANCE. BY ACCEPTING THIS PURCHASE ORDER IN WRITING OR BY DELIVERING THE MATERIALS ORDERED, YOU ACCEPT ALL OF THE TERMS AND CONDITIONS SET FORTH. FORMAL OBJECTION IS HEREBY MADE TO ANY ADDITIONAL OR DIFFERENT TERMS PROPOSED BY VENDOR AS A CONDITION OF ACCEPTANCE OR DELIVERY.

INSTRUCTIONS FOR VENDOR'S USE OF PURCHASE ORDER

Upon completion of the order an invoice reflecting all costs relating to the order, and including this purchase order number, shall be submitted to:
City of Des Moines - Accounts Payable, 21630 11th Ave S, Ste. A, Des Moines, WA 98198
The completed purchase order will be paid according to the current schedule available from Accounts Payable.

PROPOSAL

Contact: Jonathon Heck
Business: Des Moines Police Department
Phone: ( )
Fax: ( )
E-Mail: jheck@desmoineswa.gov

LARSENSIGN COMPANY
9411 Lakeview Ave SW
Lakewood WA 98499
Fax: 253-588-9643
E-mail: sales@larsensignco.com

Date: 10-19-2026	Sales Rep. Kyle Larsen	Terms *PRICING FOR 2027*

5x) Vinyl Lettering Package Applied to Standard SUV (Tahoe/Explorer Styles)

(at Larsen sign co / Includes the White Door Wraps) @ $1150/ea + tax

Patrol wrap
X5

SUB TOTAL @ $5750.00
Sales Tax (10.3) @ $592.25
Total @ $6342.25

ARTWORK/DESIGN:



City of Des Moines
21630 11th Ave S, Suite A
Des Moines, WA 98189
Tel: 206.878.4595

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES, AND SHIPPING PAPERS.

Purchase Order Number **20260015**

Purchase Order Date **10/21/2026**

Department **PW Administration**

Bill To
Accounts Payable
City of Des Moines
21630 11th Ave S Ste A
DES MOINES, WA 98198

Ship To
See Shipping Information Below

Vendor
SHI INTERNATIONAL CORP
PO BOX 952121
DALLAS, TX 75395-2121

VENDOR PHONE NUMBER	VENDOR EMAIL	VENDOR NUMBER	REQUISITION NUMBER	BUYER NAME	DELIVERY REFERENCE
	REMITTANCE@SHI.COM	856		Karolyn Reiser	S63597444

NOTES

Havis Docking Station

ITEM #	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
1	**Havis Docking Station/Contract #2024056-02/EDI Line Number:3**	5.0000	EACH	$1,129.1400	$5,645.70
	(At the direction of the Des Moines City Council taken at an Open Public Meeting on 11/12/26. If approved, this will be used to reserve the purchase.)				
	Ship To: Public Works / Engineering **City of Des Moines** **21650 11th Avenue South** **DES MOINES, WA 98198**				
	GL #: 50106002 - 564300	**$6,232.85**			

GL SUMMARY

50106002 - 564300	$6,232.85

Total Ext. Price	$5,645.70
Total Sales Tax	$587.15
Purchase Order Total	**$6,232.85**

Finance Director

Purchasing Copy

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16. TERMINATION. In the event of a breach by Vendor of any of the provisions of this contract, the City reserves the right to cancel and terminate this contract forthwith upon giving an oral or written notice of the Vendor. Vendor shall be liable for damages suffered by the City resulting from Vendor's breach of contract.

17. IDENTIFICATION. All invoices, packing list, packages, shipping notices, or written documents affecting this order shall contain the applicable purchase order number.

18. BRANDS. When a specific brand is named it shall be construed solely for the purpose of indicating the standard or quality, performance or use desired. City reserves the right to refuse brands substituted by vendor without written prior approval of the City. No substitutions are allowed when noted on this purchase order.

19. DEFAULT. Vendor covenants and agrees that in the event suit is instituted by the City for any default on the part of the Vendor, and the Vendor is adjusted by a court of competent jurisdiction to be in default, he shall pay to the City all costs, expense expended or incurred by the City in connection therewith, and reasonable attorney's fees. The Vendor agrees that the Superior Court of the State of Washington shall have jurisdiction over any suit, and that venue shall be laid in King County.

20. JURISDICTION, CHOICE OF LAW AND VENUE. Vendor hereby consents to the jurisdiction of the Washington courts. The parties agree that the laws of the state of Washington shall govern any disputes and venue shall be exclusively in King County Washington or the federal court located therein.

21. ACCEPTANCE. BY ACCEPTING THIS PURCHASE ORDER IN WRITING OR BY DELIVERING THE MATERIALS ORDERED, YOU ACCEPT ALL OF THE TERMS AND CONDITIONS SET FORTH. FORMAL OBJECTION IS HEREBY MADE TO ANY ADDITIONAL OR DIFFERENT TERMS PROPOSED BY VENDOR AS A CONDITION OF ACCEPTANCE OR DELIVERY.

INSTRUCTIONS FOR VENDOR'S USE OF PURCHASE ORDER

Upon completion of the order an invoice reflecting all costs relating to the order, and including this purchase order number, shall be submitted to:
City of Des Moines - Accounts Payable, 21630 11th Ave S, Ste. A, Des Moines, WA 98198
The completed purchase order will be paid according to the current schedule available from Accounts Payable.

Order Confirmation

Sales order	**S63597444**
Order date	10/9/2026
Customer Account	1107666
Customer PO	PDGrantCar10082026
Shipping Method	Ground
Customer Reference	
Payment	Net 30 Days
Web order ID	26690097

SHI Account Executive	Gov - Pacific (T. Urbanowicz) CR3
SHI Account Manager	Brennan Alviar

Bill To
Chris Pauk
City of Des Moines
21650 11th Ave S
Seattle, WA 98198
USA

Ship To
City of Des Moines
21630 11th Ave S
Des Moines, WA 98198
USA
PDGrantCar10082026/Chris Pauk

Item No. Mfg Part No.	Description	Qty Ordered	Unit Price	Extended Price
52537523 3000206667624.1 Dell	Dell Pro Rugged 14 Hardware Hardware Contract number: 2024056-02 EDI Line number: 1	1	3,200.00	3,200.00
Our distribution network has not provided inventory information on this product. Please reach out to your account team for more information.				
51098892 210-BTMQ Dell	Dell Pro Dock WD25Z Hardware Hardware Contract number: 2024056-02 EDI Line number: 2	1	199.99	199.99
Our distribution network has not provided inventory information on this product. Please reach out to your account team for more information.				
52537531 3000206667752.1 Havis	Havis Docking Station Hardware Hardware Contract number: 2024056-02 EDI Line number: 3	1 X5	1,129.14	1,129.14
Our distribution network has not provided inventory information on this product. Please reach out to your account team for more information.				

Quote: 27966704

Sales Balance	4,529.13
Freight	0.00
Recycling Fee	0.00
Sales Tax	471.03
Total	**5,000.16**
Currency	**USD**

*** This Is Not An Invoice ***
Thank You for Your Order
The Products offered under this order confirmation are subject to the SHI Return Policy posted at www.shi.com/returnpolicy, unless there is an existing agreement between SHI and the Customer.

Patrol car Laptop docking station

Pricing Proposal
Quotation #: 28123482
Created On: 10/23/2026
Valid Until: 10/31/2026

Description:
Havis Docking Station

WA-City of Des Moines

Chris Pauk
21650 11th Avenue South
Des Moines, WA 98198
United States
Phone: 206-878-4595
Email: CPauk@desmoineswa.gov

Inside Account Manager

David Rifkin
290 Davidson Ave
Somerset, NJ 08873
Phone: 732-868-8775
Email: uppermwnamedgov@shi.com

All Prices are in US Dollar (USD)

	Product	Qty	Your Price	Total
1	Havis Docking Station Havis - Part#: 3000207877906.1 Contract Name: OMNIA Partners IT Solutions, Products & Services Contract #: 2024056-02	5	$1,017.99	$5,089.95

Subtotal	$5,089.95
Total	$5,089.95

Additional Comments

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084. SHI International Corp. is 100% Minority Owned, Woman Owned Business. TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084.

SHI International Corp. is 100% Minority Owned, Woman Owned Business.
TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.

City of Des Moines
21630 11th Ave S, Suite A
Des Moines, WA 98189
Tel: 206.878.4595

Purchase Order

Fiscal Year 2026

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES, AND SHIPPING PAPERS.

Purchase Order Number **20260032**

Purchase Order Date **11/02/2026**

Department **Surface Water Management Ops**

Bill To
Accounts Payable
City of Des Moines
21630 11th Ave S Ste A
DES MOINES, WA 98198

Ship To
City Mechanic
City of Des Moines
21650 11th Ave S. Lower Level
DES MOINES, WA 98198

Vendor
BOWEN SCARFF
1157 NORTH CENTRAL
KENT, WA 98032

VENDOR PHONE NUMBER	VENDOR EMAIL	VENDOR NUMBER	REQUISITION NUMBER	BUYER NAME	DELIVERY REFERENCE
253-852-1480	AR@BOWENSCARFF.COM	207		Karolyn Reiser	Order Code 630A

NOTES

P246 SWM Replacement Service Truck

ITEM #	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
1	**P246 SWM Replacement Service Truck. 2027 F-350 Chassis 4X4 SD Crew Cab 179" WB SRW XL (W3F)** **At the direction of the Des Moines City Council Team at an Open Public Meeting on 11/12/26. If approved, this will be used to reserve the purchase.** **GL #: 50106003 - 564450 $106,575.73**	**1.0000**	**EACH**	**$96,535.9900**	**$96,535.99**

GL SUMMARY

50106003 - 564450	$106,575.73

Total Ext. Price	$96,535.99
Total Sales Tax	$10,039.74
Purchase Order Total	**$106,575.73**

Finance Director

Purchasing Copy

CITY OF DES MOINES PURCHASE TERMS AND CONDITIONS

BY ACCEPTANCE OF THIS ORDER, THE VENDOR WARRANTS FULL COMPLIANCE WITH ALL APPLICABLE LOCAL, STATE OR FEDERAL LAWS AND REGULATIONS INCLUDING SPECIFIC STATUTORY REQUIREMENTS OF FEDERAL AGENCIES.

VENDOR AND CITY AGREE AS FOLLOWS:

1. DELIVERY. For any exception to the delivery date as specified on this order, Vendor shall give prior notification and obtain written approval thereto from the appropriate representative of the City with respect to delivery under this order. Time is of the essence and the order is subject to termination and/or appropriate damages for failure to deliver as specified. Acceptance by the City of late performance with or without objection or reservation shall not waive the right to claim damage for such breach nor constitute a waiver of the requirements for the timely performance of any obligation remaining to be performed by vendor.

2. PACKAGING. No charge will be allowed for packaging, boxing, handling or transportation costs except as specified on this order.

3. SHIPPING INSTRUCTIONS. Unless otherwise specified, all goods are to be shipped prepaid F.O.B. Destination. Where shipping addresses indicate room numbers, the vendor shall make delivery to that location at no additional charge where specific authorization is granted to ship goods F.O.B. shipping point. Vendor agrees to prepay all shipping charges, route as instructed or if instructions are not provided, route by cheapest common carrier and to bill the City as a separate item on the invoice for said charges. Each invoice for shipping charges shall contain the original or a copy of the bill indicating that the payment for shipping has been made. City reserves the right to refuse COD shipments.

4. RISK OF LOSS. Regardless of F.O.B. point, Vendor agrees to bear all risks of loss, injury or destruction of goods and materials ordered herein which occur prior to delivery. Such loss, injury or destruction shall not release Vendor from any obligations hereunder.

5. CHANGES. No alteration in any of the terms, conditions, delivery price, quantity, quality, or specifications of this order will be affective without written consent of the City for its acceptance prior to shipment.

6. HOLD HARMLESS. Vendor shall protect, indemnify and hold the City, its officers, officials, employees and volunteers harmless from and against damage, cost or liability of any nature for any injuries to persons or property arising from acts or omissions of Vendor, its employees, agents, or subcontractors, except for injuries and damages caused by the sole negligence of the City.

7. REJECTION. All goods or materials purchased herein are subject to approval by the City. Any rejection of goods or material resulting because of nonconformity to the terms and specifications of this order whether held by the City or returned, will be at Vendor's risk and expense.

8. ASSIGNMENTS. The provisions or monies due under this contract shall only be assignable, in whole or in part, with the proper written approval of the approved representative of the City.

9. PAYMENTS, CASH DISCOUNTS, LATE PAYMENT CHARGES. Invoices will not be processed for payment nor will the period of computation for cash discount commence until receipt of a properly completed invoice or invoice items, whichever is later. If an adjustment in payment is necessary due to damage or dispute, the cash discount period shall commence on the date final approval for payment is authorized.

10. WARRANTIES. Vendor warrants that all products delivered under this purchase order shall be free from defect in material and workmanship, and shall be fit for the intended purpose. This warranty is in addition to any standard warranty or guarantee given by the vendor to the City. All products determined by the City to be defective shall be replaced within 15 days of notice by the City. All costs of replacement, including shipping charges shall be borne by the Vendor. Vendor warrants that the equipment, materials or service on this order do not infringe any patent, registered trademark or copyright and agrees to hold the City harmless in the event of any infringement or claim thereof. Vendor warrants that all goods and materials ordered herein are free and clear of all liens, claims and encumbrances.

11. FORCE MAJEURE. Neither party shall be held responsible for failure or delay in the fulfillment of conditions of this contract or purchase order if the cause is not within the control of the party whose performance is interfered with and which, by the exercise of reasonable diligence, said party is unable to prevent.

12. GRATUITIES. The City may, by written notice to the Vendor, cancel this contract if it is found by the City that Vendor or any agent or representative of Vendor, offered or gave gratuities, in the form of entertainment, gifts or otherwise, to any officer or employee of the City with a view toward securing a contract or securing favorable treatment with respect to the awarding of this contract.

13. TAXES. Unless otherwise indicated, the City agrees to pay to the vendor all State of Washington sales or use tax. Vendor shall comply with and be responsible for all federal, state, and local taxes and licensing requirements. When applicable, City agrees to furnish Vendor, upon acceptance of articles supplied under this order, with an exemption certificate.

14. MSDS. Material Safety Data Sheets to be included with shipments of any material requiring this documentation, per OSHA and WSHA regulations.

15. PUBLIC DISCLOSURE. Purchase Order and all contents and attachments shall be deemed a public record as defined in RCW 42.56 "Public Records Act."

16. TERMINATION. In the event of a breach by Vendor of any of the provisions of this contract, the City reserves the right to cancel and terminate this contract forthwith upon giving an oral or written notice of the Vendor. Vendor shall be liable for damages suffered by the City resulting from Vendor's breach of contract.

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The completed purchase order will be paid according to the current schedule available from Accounts Payable.

✓

P-246 replacement

Prepared for: JOHNATHAN HECK, CITY OF DES MOINES
DES MOINES , WA

– Stormwater Service truck

2027 F-350 Chassis 4x4 SD Crew Cab 179" WB SRW XL (W3F)

VIN: TBD | Price Level: 720 | Stock No: FACTORY ORDER



Client Proposal

Prepared by:
Arthur Harris
Office: 253-951-5899
Email: arthurharris@bowenscarff.com
Date: 10/29/2026

Arthur Harris | 1157 Central Ave N. , Kent, WA, 98032
Office: 253-951-5899 | Fax: 253-859-3640

Prepared for: JOHNATHAN HECK
CITY OF DES MOINES
Prepared by: Arthur Harris
10/29/2026

Arthur Harris | 1157 Central Ave N. Kent WA | 98032

2027 F-350 Chassis 4x4 SD Crew Cab 179" WB SRW XL (W3F)

Price Level: 720 | Stock No: FACTORY ORDER | VIN: TBD

As Configured Vehicle

Code	WERS	Description	MSRP
Base Vehicle			
W3F		Base Vehicle Price (W3F)	$56,460.00
Packages			
630A		Order Code 630A *Includes:* *- Engine: 7.3L 2V DEVCT NA PFI V8 Gas* *Includes CNG/propane gaseous engine prep package which includes hardened engine intake valves and valve seats.* *- Transmission: TorqShift 10-Speed Automatic* *Includes SelectShift, selectable drive modes: normal, tow/haul, eco, slippery roads and off-road and transmission power take-off provision.* *- Electronic-Locking w/4.30 Axle Ratio* *- GVWR: 11,400 Lb Payload Package* *- Tires: LT275/65Rx18E BSW A/S* *Spare may not be the same as the road tire.* *- Wheels: 18" Argent Painted Steel* *Includes painted hub covers/center ornaments.* *- Radio: AM/FM Stereo w/MP3 Player* *Includes 6 speakers.* *- Ford Connectivity Package (1-Year Included)* *Includes unlimited Wi-Fi hotspot. Included for one-year from warranty start date. Requires activation via Ford app with credit card authorization; customer may cancel at any time. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Ford may temporarily slow data speeds if such data usage reaches or exceeds 50GB within a billing cycle or due to network limitations. If a customer uses more than 50% of their data usage in a roaming country during a 60-day period, Ford may remove or limit the customer's data plan.* *- SYNC 4 w/8" Center Display* *Includes wireless Apple CarPlay and Android Auto compatibility, embedded apps, digital owner's manual and 911 Assist.*	N/C
Emissions			
425		50-State Emissions System	STD
Powertrain			
99N		Engine: 7.3L 2V DEVCT NA PFI V8 Gas *Includes CNG/propane gaseous engine prep package which includes hardened engine intake valves and valve seats.*	Included
44G		Transmission: TorqShift 10-Speed Automatic *Includes SelectShift, selectable drive modes: normal, tow/haul, eco, slippery roads and off-road and transmission power take-off provision.*	Included
X4M		Electronic-Locking w/4.30 Axle Ratio	Included
STDGV		GVWR: 11,400 Lb Payload Package	Included
		Complete restrictions/requirements not available.	

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

2027 F-350 Chassis 4x4 SD Crew Cab 179" WB SRW XL (W3F)

Price Level: 720 | Stock No: FACTORY ORDER | VIN: TBD

As Configured Vehicle (cont'd)

Code	WERS	Description	MSRP
Wheels & Tires			
TCH		Tires: LT275/65Rx18E BSW A/S *Spare may not be the same as the road tire.*	Included
64F		Wheels: 18" Argent Painted Steel *Includes painted hub covers/center ornaments.*	Included
Seats & Seat Trim			
L		Vinyl 40/Mini-Console/40 Front Seat *Includes driver's side manual lumbar.*	$355.00
Other Options			
PAINT		Monotone Paint Application	STD
179WB		179" Wheelbase	STD
STDRD		Radio: AM/FM Stereo w/MP3 Player *Includes 6 speakers.* *Includes:* *- Ford Connectivity Package (1-Year Included)* *Includes unlimited Wi-Fi hotspot. Included for one-year from warranty start date. Requires activation via Ford app with credit card authorization; customer may cancel at any time. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Ford may temporarily slow data speeds if such data usage reaches or exceeds 50GB within a billing cycle or due to network limitations. If a customer uses more than 50% of their data usage in a roaming country during a 60-day period, Ford may remove or limit the customer's data plan.* *- SYNC 4 w/8" Center Display* *Includes wireless Apple CarPlay and Android Auto compatibility, embedded apps, digital owner's manual and 911 Assist.*	Included
61J		3-Ton Mechanical Jack	$55.00
96V		XL Chrome Package *Includes:* *- Bright Chrome Hub Covers & Center Ornaments* *- Chrome Front Bumper* *- Privacy Glass w/Power Sliding Rear Glass* *- Rear Window Defroster* *- Remote Start* *- Halogen Fog Lamps*	$425.00
86M		Dual 68 AH/65 AGM Battery	Included
18J		Vehicle Integration System 2.0 FIN code required to program the module. *Includes programmable vehicle integration system. Recommended trucks that will utilize upfit aftermarket equipment.*	$400.00

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2027 F-350 Chassis 4x4 SD Crew Cab 179" WB SRW XL (W3F)

Price Level: 720 | Stock No: FACTORY ORDER | VIN: TBD

As Configured Vehicle (cont'd)

Code	WERS	Description	MSRP
67B		410 Amp Dual Alternators *Includes 250 Amp + 160 Amp.*	$215.00
18B		Platform Running Boards	$445.00
59H		Center High-Mounted Stop Lamp (CHMSL)	$100.00
153		Front License Plate Bracket Standard in states requiring 2 license plates and optional to all others.	N/C
60L		Bright Chrome Grille	N/C
872		Rear View Camera & Prep Kit *Pre-installed content includes cab wiring and frame wiring to the rear most cross member. Upfitters kit includes camera with mounting bracket, 20' jumper wire and camera mounting/aiming instructions.*	$515.00
52B		Trailer Brake Controller	$300.00
43C		Pro Power Onboard - 400W *Includes 1 in-dash mounted outlet.* *Includes:* *- Dual 68 AH/65 AGM Battery*	$225.00

Dealer Installed Options

FI4AD		SecuriCode Wireless Keyless Entry Keypad *Driver's side. Shipped separately from the vehicle for dealer installation.*	$240.00
AILDS		Smoke Side Window Deflector Kit (Set of 4) *Low profile by Lund. Shipped separately from the vehicle for dealer installation.*	$170.00

Fleet Options

WARANT		Fleet Customer Powertrain Limited Warranty Requires valid FIN code. *Ford is increasing the 5-year 60,000-mile limited powertrain warranty to 5-years, 100,000 miles. Only Fleet purchasers with a valid Fleet Identification Number (FIN code) will receive the extended warranty. When the sale is entered into the sales reporting system with a sales type fleet along with a valid FIN code, the warranty extension will automatically be added to the vehicle. The extension will stay with the vehicle even if it is subsequently sold to a non-fleet customer before the expiration. This extension applies to both gas and diesel powertrains. Dealers can check for the warranty extension on eligible fleet vehicles in OASIS. Please refer to the Warranty and Policy Manual section 3.13.00 Gas Engine Commercial Warranty. This change will also be reflected in the printed Warranty Guided distributed with the purchase of every new vehicle.*	N/C

Exterior Color

Z1_01		Oxford White	N/C

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2027 F-350 Chassis 4x4 SD Crew Cab 179" WB SRW XL (W3F)

Price Level: 720 | Stock No: FACTORY ORDER | VIN: TBD

As Configured Vehicle (cont'd)

Code	WERS	Description	MSRP
Interior Color			
LS_02		Medium Dark Slate w/Vinyl 40/Mini-Console/40 Front Seat	N/C
Upfit Options			
1478	1478	Allied Body -SVC BODY - FOLD AWAY CRANE	$35,840.00
	see attached quote		
1258	1258	BOWEN SCARFF ALL WEATHER FLOOR LINERS	$295.99
	not a factory option, would be installed here at dealership		
SUBTOTAL			$96,040.99
Destination Charge			$2,795.00
TOTAL			$98,835.99

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: JOHNATHAN HECK
CITY OF DES MOINES
Prepared by: Arthur Harris
10/29/2026

Arthur Harris | 1157 Central Ave N, Kent WA | 98032

2027 F-350 Chassis 4x4 SD Crew Cab 179" WB SRW XL (W3F)

Price Level: 720 | Stock No: FACTORY ORDER | VIN: TBD

Pricing Summary - Single Vehicle

	MSRP
Vehicle Pricing	
Base Vehicle Price	$56,460.00
Options	$3,445.00
Colors	$0.00
Upfitting	$36,135.99
Fleet Discount	$0.00
Fuel Charge	$0.00
Destination Charge	$2,795.00
Subtotal	$98,835.99

Pre-Tax Adjustments

Code	Description	MSRP
GPC	Goverment Price Concession	-$2,300.00
Subtotal		$96,535.99

Sales Taxes

Code	Description	MSRP
69899	Sales Tax Rate	$10,522.42
Subtotal		$107,058.41

Post-Tax Adjustments

Code	Description	MSRP
DOC FEE		$200.00
Subtotal		$107,258.41
Total		$107,258.41

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: JOHNATHAN HECK
CITY OF DES MOINES
Prepared by: Arthur Harris
10/29/2026

Arthur Harris | 1157 Central Ave N. Kent WA | 98032

2027 F-350 Chassis 4x4 SD Crew Cab 179" WB SRW XL (W3F)

Price Level: 720 | Stock No: FACTORY ORDER | VIN: TBD

Pricing Summary - Single Vehicle

Customer Signature

Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

P-246 replacement SWM

ALLIED BODY

Allied Body Works, Inc.
625 South 96th Street
Seattle, WA 98108
(800) 733-7450
www.alliedbody.com

Upfitting included in fords total cost

Estimate

10/20/2026	66133

BOWEN SCARFF FORD SALES, INC.
1157 CENTRAL AVE. N.
KENT, WA 98032

	ARTHUR HARRIS
	253-852-1480

	Travis Whitaker	
Net 30	**TEW**	**City of Des Moines**

	ESTIMATE TO PERFORM THE FOLLOWING: **- Knapheide 600-series 9'L SRW flip top service body with standard features including LED light kit, painted white** ***** NOTE: Include wiring for S/T/T flashers** **- Knapheide overcab, forklift loadable material rack with (4) integrated ratchet straps (2/side, front/rear)** **- (2) Buyers Products surface mount amber LED strobes mounted into grill (wide as possible), wired to factory upfitter switch** **- Western Mule fold-away bumper crane, 2000lbs capacity, 45" fixed boom, includes 2" receiver and 7-way flat RV style plug** **- Knapheide overcab, forklift loadable material rack with (4) integrated ratchet straps (2/side, front/rear)** **- Whelen Justice® DUO™ WeCanX® Series Lightbar mounted to cab of truck and wired to controller** ***** NOTE: Installer to determine best location for controller installation** **- Installation of factory supplied OEM backup camera** **- Line-X cargo area - bulkhead, floor, backs of compartments and back of tailgate** **- Weight slip** **TO BE INSTALLED ONTO CUSTOMER SUPPLIED FORD F-350 4X4 CREW CAB GAS SRW PICKUP BOX DELETE CHASSIS WITH 60" C.A.**			

Allied Body Works is the Manufacturer of Walker Blocker which are side guards designed to keep pedestrians and cyclists from being run over by a large truck's rear wheels in a side-impact collision.



Subtotal	
Sales Tax (0.00)	
TOTAL	

Any order canceled after 48 hours will be subject to a 20% restocking fee.

Pick-up and delivery charges of $300 will be added if Allied is to pick up or deliver a vehicle for work under $3,500 or between 50-150 miles from our facility at 625 South 96th Street, Seattle, WA. Pickup and Delivery over 150 miles will require a quote. As a typical rule Allied Body does not pickup and deliver the same day. If fuel is needed to drive the vehicle to and from location, a fuel surcharge will be added.

SIGN & DATE TO ACCEPT ESTIMATE

ALLIED BODY

Allied Body Works, Inc.
625 South 96th Street
Seattle, WA 98108
(800) 733-7450
www.alliedbody.com

Estimate

10/20/2026	66133

BOWEN SCARFF FORD SALES, INC. 1157 CENTRAL AVE. N. KENT, WA 98032	
ARTHUR HARRIS	
253-852-1480	

	Travis Whitaker	
Net 30	TEW	City of Des Moines

KNP 6108F	9' 600 SERIES SERVICE BODY WITH FLIP-TOP COMPARTMENTS FOR SRW CHASSIS WITH 60" CA, PRIMED PAINT 107.25" OVERALL LENGTH 37.25" BODY HEIGHT 14.5" DEEP COMPARTMENTS 49" WIDE CARGO AREA Prices include the following standard features: Two (2) adjustable divider shelves & dividers, street & curb side front vertical compartment. One (1) adjustable divider shelf & dividers, street and curb side full height rear vertical compartment One (1) adjustable divider shelf & dividers, curb side horizontal compartment Automotive quality rotary latches & double spring over center door retainers on all vertical doors, one (1) 12" slam tailgate Light mounting holes for Knapheide lights			1239
KNP 77000346	LED Surface Mount Stop/Turn/Tail Lights for Steel Service Body (bodies under 80" wide) - Installed	1	ea	
KNP 12256319	KIT, power hookup no switch for use to power rear strobes or compartment lights on chassis with factory upfitter switch. ***Must be used with stocking model KNP service body or with 20039480 lights***	1		
KNP 20095530	Ford 60" or 84" CA,2017 & Newer F450/550 or 2021 & Newer F600, Quick Mount Kit for 6" Understructure	1	ea	
KNP 35346424	Ford 2023 & Newer 60", 84", 108" & 120" CA F-350, F-450, F-550, & F-600 Fast Flash Adapter - Loose	1	ea	
KNP 34360468	Universal Fuel Fill Cup Kit, Ford F250-F550/GM 2500-6500/Ram 2500-5500	1		
KNP 77008787	Factory Paint 108" Flip-Top Service Body, 117" Flip Top Combo Body - Knap White	1	ea	

Allied Body Works is the Manufacturer of Walker Blocker which are side guards designed to keep pedestrians and cyclists from being run over by a large truck's rear wheels in a side-impact collision.



Subtotal	
Sales Tax (0.00)	
TOTAL	

Any order canceled after 48 hours will be subject to a 20% restocking fee.

Pick-up and delivery charges of $300 will be added if Allied is to pick up or deliver a vehicle for work under $3,500 or between 50-150 miles from our facility at 625 South 96th Street, Seattle, WA. Pickup and Delivery over 150 miles will require a quote. As a typical rule Allied Body does not pickup and deliver the same day. If fuel is needed to drive the vehicle to and from location, a fuel surcharge will be added.

SIGN & DATE TO ACCEPT ESTIMATE

ALLIED BODY

Allied Body Works, Inc.
625 South 96th Street
Seattle, WA 98108
(800) 733-7450
www.alliedbody.com

Estimate

10/20/2026	66133

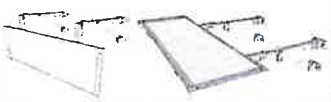
BOWEN SCARFF FORD SALES, INC.
1157 CENTRAL AVE. N.
KENT, WA 98032

	ARTHUR HARRIS
	253-852-1480

	Travis Whitaker	
Net 30	TEW	City of Des Moines

KNP 77002673	LOOSE, UTILITY RACK, TO FIT 108" BODY ON EXTENDED CAB, OR 132" BODY ON REGULAR CAB, WITH 28" HEIGHT (F-SERIES OR DODGE ON LPJ&FJ BODY)	1	ea	
RAC RS-1 (#7474)	RACK STRAP #RS-1, angle mount	4	ea	
MATERIALS	WHE RX8SP3A 50", Includes MKAJ29 and Choice of STPKT# or STPBK# Justice® DUO™ WeCanX® Series Lightbar	1		
MATERIALS	WHE CV2V Vehicle to Vehicle module, includes Internal Antenna	1		
MATERIALS	WHE CEM16 16 Output, 4 Input WeCanX Expansion module	1		
BUY 8890300	Ultra Thin Wide Angle 5 Inch Amber LED Strobe Light	2	ea	
KNP 77001972	UTILITY RACK, FORKLIFT LOADABLE, 1000 LBS. CAPACITY, BLACK, TO FIT 96" BODY EXT. CAB, WITH 24" HEIGHT	1	ea	
RAC RS-1 (#7474)	RACK STRAP #RS-1, angle mount	4	ea	
WES S-2000	WESTERN MULE CRANE 2000 LB CAPACITY	1	ea	
BUY TC1775P	7-WAY RV BLADE OUTPUT TRAILER CONNECTOR - connects to truck oem trailer plug *** Use for Ford/Dodge	1	ea	
DISCOUNT	DISCOUNT			
MATERIALS	Misc. Shop Materials	1		
LABOR	HOURS OF SHOP LABOR	42	hr	
ABW WEIGHT SLIP	Weight Slip after completion of upfit.	1	ea	
SUBLET	LINE-X	1		
	SUBTOTAL			

Allied Body Works is the Manufacturer of Walker Blocker which are side guards designed to keep pedestrians and cyclists from being run over by a large truck's rear wheels in a side-impact collision.



Subtotal	$35,840.00
Sales Tax (0.00)	$0.00
TOTAL	$35,840.00

Any order canceled after 48 hours will be subject to a 20% restocking fee.

Pick-up and delivery charges of $300 will be added if Allied is to pick up or deliver a vehicle for work under $3,500 or between 50-150 miles from our facility at 625 South 96th Street, Seattle, WA. Pickup and Delivery over 150 miles will require a quote. As a typical rule Allied Body does not pickup and deliver the same day. If fuel is needed to drive the vehicle to and from location, a fuel surcharge will be added.

SIGN & DATE TO ACCEPT ESTIMATE

ESTIMATE VALID FOR 30 DAYS FROM DATE ABOVE

City of Des Moines
21630 11th Ave S, Suite A
Des Moines, WA 98189
Tel: 206.878.4595

Purchase Order

Fiscal Year 2026

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES, AND SHIPPING PAPERS.

Purchase Order Number **20260020**

Purchase Order Date **10/22/2026**

Department **PW Administration**

Bill To
Accounts Payable
City of Des Moines
21630 11th Ave S Ste A
DES MOINES, WA 98198

Ship To
City Mechanic
City of Des Moines
21650 11th Ave S. Lower Level
DES MOINES, WA 98198

Vendor
RWC GROUP
600 NORTH 75TH AVE
PHOENIX, AZ 85043

VENDOR PHONE NUMBER	VENDOR EMAIL	VENDOR NUMBER	REQUISITION NUMBER	BUYER NAME	DELIVERY REFERENCE
253-272-8401	CREDIT@RWCGROUP.COM	827		Karolyn Reiser	11775

NOTES

P-226 Replacement Chassis

ITEM #	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
1	**P-226 Replacement Chassis. Model 2027 HV SBA 3000 RDS/Engine L9 350 hp**	**1.0000**	**EACH**	**$115,986.0000**	**$115,986.00**
	(At the direction of the Des Moines City Council taken at an Open Public Meeting on 11/12/26. If approved, this will be used to reserve the purchase.)				
	GL #: 50106003 - 564450	**$128,048.54**			

GL SUMMARY

50106003 - 564450	$128,048.54

Total Ext. Price $115,986.00

Total Sales Tax $12,062.54

Purchase Order Total $128,048.54

Finance Director

Purchasing Copy

CITY OF DES MOINES PURCHASE TERMS AND CONDITIONS

BY ACCEPTANCE OF THIS ORDER, THE VENDOR WARRANTS FULL COMPLIANCE WITH ALL APPLICABLE LOCAL, STATE OR FEDERAL LAWS AND REGULATIONS INCLUDING SPECIFIC STATUTORY REQUIREMENTS OF FEDERAL AGENCIES.

VENDOR AND CITY AGREE AS FOLLOWS:

1. DELIVERY. For any exception to the delivery date as specified on this order, Vendor shall give prior notification and obtain written approval thereto from the appropriate representative of the City with respect to delivery under this order. Time is of the essence and the order is subject to termination and/or appropriate damages for failure to deliver as specified. Acceptance by the City of late performance with or without objection or reservation shall not waive the right to claim damage for such breach nor constitute a waiver of the requirements for the timely performance of any obligation remaining to be performed by vendor.

2. PACKAGING. No charge will be allowed for packaging, boxing, handling or transportation costs except as specified on this order.

3. SHIPPING INSTRUCTIONS. Unless otherwise specified, all goods are to be shipped prepaid F.O.B. Destination. Where shipping addresses indicate room numbers, the vendor shall make delivery to that location at no additional charge where specific authorization is granted to ship goods F.O.B. shipping point. Vendor agrees to prepay all shipping charges, route as instructed or if instructions are not provided, route by cheapest common carrier and to bill the City as a separate item on the invoice for said charges. Each invoice for shipping charges shall contain the original or a copy of the bill indicating that the payment for shipping has been made. City reserves the right to refuse COD shipments.

4. RISK OF LOSS. Regardless of F.O.B. point, Vendor agrees to bear all risks of loss, injury or destruction of goods and materials ordered herein which occur prior to delivery. Such loss, injury or destruction shall not release Vendor from any obligations hereunder.

5. CHANGES. No alteration in any of the terms, conditions, delivery price, quantity, quality, or specifications of this order will be affective without written consent of the City for its acceptance prior to shipment.

6. HOLD HARMLESS. Vendor shall protect, indemnify and hold the City, its officers, officials, employees and volunteers harmless from and against damage, cost or liability of any nature for any injuries to persons or property arising from acts or omissions of Vendor, its employees, agents, or subcontractors, except for injuries and damages caused by the sole negligence of the City.

7. REJECTION. All goods or materials purchased herein are subject to approval by the City. Any rejection of goods or material resulting because of nonconformity to the terms and specifications of this order whether held by the City or returned, will be at Vendor's risk and expense.

8. ASSIGNMENTS. The provisions or monies due under this contract shall only be assignable, in whole or in part, with the proper written approval of the approved representative of the City.

9. PAYMENTS, CASH DISCOUNTS, LATE PAYMENT CHARGES. Invoices will not be processed for payment nor will the period of computation for cash discount commence until receipt of a properly completed invoice or invoice items, whichever is later. If an adjustment in payment is necessary due to damage or dispute, the cash discount period shall commence on the date final approval for payment is authorized.

10. WARRANTIES. Vendor warrants that all products delivered under this purchase order shall be free from defect in material and workmanship, and shall be fit for the intended purpose. This warranty is in addition to any standard warranty or guarantee given by the vendor to the City. All products determined by the City to be defective shall be replaced within 15 days of notice by the City. All costs of replacement, including shipping charges shall be borne by the Vendor. Vendor warrants that the equipment, materials or service on this order do not infringe any patent, registered trademark or copyright and agrees to hold the City harmless in the event of any infringement or claim thereof. Vendor warrants that all goods and materials ordered herein are free and clear of all liens, claims and encumbrances.

11. FORCE MAJEURE. Neither party shall be held responsible for failure or delay in the fulfillment of conditions of this contract or purchase order if the cause is not within the control of the party whose performance is interfered with and which, by the exercise of reasonable diligence, said party is unable to prevent.

12. GRATUITIES. The City may, by written notice to the Vendor, cancel this contract if it is found by the City that Vendor or any agent or representative of Vendor, offered or gave gratuities, in the form of entertainment, gifts or otherwise, to any officer or employee of the City with a view toward securing a contract or securing favorable treatment with respect to the awarding of this contract.

13. TAXES. Unless otherwise indicated, the City agrees to pay to the vendor all State of Washington sales or use tax. Vendor shall comply with and be responsible for all federal, state, and local taxes and licensing requirements. When applicable, City agrees to furnish Vendor, upon acceptance of articles supplied under this order, with an exemption certificate.

14. MSDS. Material Safety Data Sheets to be included with shipments of any material requiring this documentation, per OSHA and WSHA regulations.

15. PUBLIC DISCLOSURE. Purchase Order and all contents and attachments shall be deemed a public record as defined in RCW 42.56 "Public Records Act."

16. TERMINATION. In the event of a breach by Vendor of any of the provisions of this contract, the City reserves the right to cancel and terminate this contract forthwith upon giving an oral or written notice of the Vendor. Vendor shall be liable for damages suffered by the City resulting from Vendor's breach of contract.

17. IDENTIFICATION. All invoices, packing list, packages, shipping notices, or written documents affecting this order shall contain the applicable purchase order number.

18. BRANDS. When a specific brand is named it shall be construed solely for the purpose of indicating the standard or quality, performance or use desired. City reserves the right to refuse brands substituted by vendor without written prior approval of the City. No substitutions are allowed when noted on this purchase order.

19. DEFAULT. Vendor covenants and agrees that in the event suit is instituted by the City for any default on the part of the Vendor, and the Vendor is adjusted by a court of competent jurisdiction to be in default, he shall pay to the City all costs, expense expended or incurred by the City in connection therewith, and reasonable attorney's fees. The Vendor agrees that the Superior Court of the State of Washington shall have jurisdiction over any suit, and that venue shall be laid in King County.

20. JURISDICTION, CHOICE OF LAW AND VENUE. Vendor hereby consents to the jurisdiction of the Washington courts. The parties agree that the laws of the state of Washington shall govern any disputes and venue shall be exclusively in King County Washington or the federal court located therein.

21. ACCEPTANCE. BY ACCEPTING THIS PURCHASE ORDER IN WRITING OR BY DELIVERING THE MATERIALS ORDERED, YOU ACCEPT ALL OF THE TERMS AND CONDITIONS SET FORTH. FORMAL OBJECTION IS HEREBY MADE TO ANY ADDITIONAL OR DIFFERENT TERMS PROPOSED BY VENDOR AS A CONDITION OF ACCEPTANCE OR DELIVERY.

INSTRUCTIONS FOR VENDOR'S USE OF PURCHASE ORDER

Upon completion of the order an invoice reflecting all costs relating to the order, and including this purchase order number, shall be submitted to:

City of Des Moines - Accounts Payable, 21630 11th Ave S, Ste. A, Des Moines, WA 98198

The completed purchase order will be paid according to the current schedule available from Accounts Payable.

P-226 Replacement Chassis / Truck

RWC Group LTD
Robert Murray
Manager, Government & Municipal Sales
2312 Milwaukee Way
Tacoma, WA 98421

October 2, 2026

PROPOSAL OF THE BELOW
DESCRIBED TRUCK FOR:

City of Des Moines

Make/Model	**HV SBA**	Year	**2027**	Truck VIN	**0**
Rear Axle	**23k**	Front Axle	**18k**	Suspension	**0**
Trans Model	**3000 RDS**	Engine	**L9 350 hp**		

Important Notes:

Please review for desired options and Operational requirements
Proposal based on WA State Contract 03920 and TOPS proposal 11775

Finance charges will be assessed for late payments

Sales Price:	**$ 115,986.00**	Per Unit - Federal Excise Tax not Included (Need Exemption #)
Subtotal:	**$ 115,986.00**	
Net Trade:	$ -	
Sales Tax:	**$ 12,758.46**	
Total Price:	**$ 128,744.46**	

Accepted for the Seller by:

Robert Murray

Accepted for the Buyer by:

City of Des Moines
21630 11th Ave S, Suite A
Des Moines, WA 98189
Tel: 206.878.4595

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES, AND SHIPPING PAPERS.

Purchase Order Number **20260028**

Purchase Order Date **10/22/2026**

Department **Public Works Operations**

Bill To
Accounts Payable
City of Des Moines
21630 11th Ave S Ste A
DES MOINES, WA 98198

Ship To
City Mechanic
City of Des Moines
21650 11th Ave S. Lower Level
DES MOINES, WA 98198

Vendor
OSW EQUIPMENT AND REPAIR INC
P O BOX 1651
WOODINVILLE, WA 98072

VENDOR PHONE NUMBER	VENDOR EMAIL	VENDOR NUMBER	REQUISITION NUMBER	BUYER NAME	DELIVERY REFERENCE
		723		Karolyn Reiser	1022026DE REV3

NOTES

P-226 Replacement Body Builder & Plow

ITEM #	DESCRIPTION		QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
1	P-226 Replacement Body Builder/Category C: 3,5, and 10 yard contractor body/snow plow		1.0000	EACH	$80,351.5100	$80,351.51
	(At the direction of the Des Moines City Council taken at an Open Public Meeting on 11/12/26. If approved, this will be used to reserve the purchase.)					
	GL #: 50106003 - 564450	$88,708.07				
2	P-226 Replacement Plow/Category 6 Snow Plow Reversible		1.0000	EACH	$22,980.3500	$22,980.35
	GL #: 50106003 - 564450	$25,370.31				

GL SUMMARY

50106003 - 564450	$114,078.38

Total Ext. Price $103,331.86

Total Sales Tax $10,746.52

Purchase Order Total $114,078.38

Finance Director

Purchasing Copy

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City of Des Moines - Accounts Payable, 21630 11th Ave S, Ste. A, Des Moines, WA 98198

The completed purchase order will be paid according to the current schedule available from Accounts Payable.

PQ# 10222026DE REV4

P226 Replacement body builder

Price Quotation For:

OSW Equipment & Repair LLC

20812 Broadway Ave.
Snohomish, WA 98296
Ph: 360-653-6066 Fax: 360-653-0100
1-800-653-6066
www.northendtruck.com

10/22/2026

Jonathon Heck
City of Des Moines
jheck@desmoineswa.gov
206-900-6057
Mechanic

State of Washington Current Contract Information
Effective Date: 5/1/2018
Contract number: 01117
Contract title: Dump Bodies, Snow Plows Various Types, Controls & Service

Unit# TBD

PO# TBD

Excel#	Item #	Description	Qty	Unit Price	Total Price
		Category C: 3, 5, and 10 yard Contractor Body			
81		Contractor Dump Bodies 5 / 6 Cu. Yd. (Northend Truck Equip) (Length 174", Width 96") Meets or Exceeds Specifications Section I, 1-8, Section II, 1-23, Section III, !-18, Section IV, 1-3, Section V, Item 1, Section VI, 1-6, Section VII, 1-5, Section VIII, Item 1 and Section IX, Item 1.	1	$41,973.18	$41,973.18
		11' (132" Length) 5/6 Cu Yd Dump Body in Lieu of 174"	1	-$2,410.30	-$2,410.30
87	3	Third Asphalt door (centered)	1	$899.83	$899.83
89	5	Mechanical pull tarp	1	$2,311.16	$2,311.16
92	8	Snow Plow Lights	1	$1,195.43	$1,195.43
101	17	Steel Tool Box 18 x 18 x 36, CA Room Permitting (Installed)	1	$941.85	$941.85
~	~	Add two (2) Whelen L-31HPF Green/Amber Beacons	1	$1,917.74	$1,917.74
134	23	Electric Brake Controller, Includes Separate 7-Way Plug	1	$1,007.06	$1,007.06
139	28	Ladder Rung Walk Rails I.L.O. Rebar	1	$517.29	$517.29
		NTE Basic Hydraulic's Package Option			
4		Open Center Snow and Ice System 4 Section Valve With Dual Flow, Manual Electric Sander Valve Control and Stainless Box (Room Permitting) With 20 Gal./Minute Gear Pump Front Mounted With OEM Front Frame Rail Extensions, Air Control Console, Behind The Cab Tank, or VT35 with Poly Or Stainless Lid, With Basic Hoses and Fittings Installed (See Sander Line Option)	1	$23,898.36	$23,898.36
21	18	Sander Lines To The Rear With QD's	1	$1,947.46	$1,947.46
		Plow Category 6: Snow Plow Reversible			
36	11	NTE Quick Hitch (Must Have Extended Full Front Frame Rails (Not Bolt On) and Stationary Grill)	1	$6,152.45	$6,152.45

PQ# 10222026DE REV4

OSW Equipment & Repair LLC

20812 Broadway Ave.
Snohomish, WA 98296
Ph: 360-653-6066 Fax: 360-653-0100
1-800-653-6066
www.northendtruck.com

	Total With Quantity Items Selected		**$80,351.51**
	Applicable Sales Tax Percentage at Delivery Location	*10.10%*	**$8,115.50**
	Total Price with Tax Included		**$88,467.01**

Notes: REV 3

1. Chassis Cab to Axle to be 96"
2. Chassis Must Come with OEM Integral Front Frame Extension and Stationary Grill
3. Any Chassis component relocation, or added equipment price will be determined at time of build
4. Fold-up Ladder Right Front Corner

Accept Scott Stewart ######## **Accepted:**_____**Date:**_____
Northend Truck Equipment
Scott Stewart

Jonathon Heck
City of Des Moines
P.O. Number_____

Thank You for your help on this, if you have any questions or need additional information
Please call me at 425-308-7590 scotts@northendtruck.com

Sincerely,
Northend Truck Equipment
Scott Stewart
Municipal Territory Manager

P-226 Replacement Plow

Price Quotation For: **10222026DES**

OSW Equipment & Repair LLC

20812 Broadway Ave.
Snohomish, WA 98296
Ph: 360-653-6066 Fax: 360-653-0100
1-800-653-6066
www.northendtruck.com

10/22/2026

Jonathon Heck
City of Des Moines
jheck@desmoineswa.gov
206-900-6057
Mechanic

State of Washington Current Contract Information
Effective Date: 5/1/2018
Contract number: 01117
Contract title: Dump Bodies, Snow Plows Various Types, Controls & Service

Unit# **TBD**

PO# **TBD**

Excel#	Item #	Description	Qty	Unit Price	Total Price
		Plow Category 6: Snow Plow Reversible			
15	13	The Comparable Unit Is The Everest Model R120TEL39PH- Heavy Duty Trip Edge Reversible Plow, Poly 10' Plow.	1	13,504.68	$13,504.68
~	~	Henke Manufacturer Surcharge	1	$4,238.29	$4,238.29
43	6	Kuper GK5 Cutting Edge, Price Per Foot.	10	$272.41	$2,724.10
~	~	Norstar Manufacture Surcharge, Kuper	1	$1,028.00	$1,028.00
46	21	Rubber Snow Deflector, Price Per Foot	10	$50.72	$507.20
26	1	Plow Shipped To Northend Truck, Set Up and Tested With Plumbing. (Must PickA PlowHitch Option).	1	$978.08	$978.08
		Total With Quantity Items Selected			**$22,980.35**
		Applicable Sales Tax Percentage at Delivery Location		*10.10%*	**$2,321.02**
		Total Price with Tax Included			**$25,301.37**

Notes: REV 2

Accept Scott Stewart
Northend Truck Equipment
Scott Stewart

######## **Accepted:**_____ **Date:**_____
Jonathon Heck
City of Des Moines
P.O. Number_____

Thank You for your help on this, if you have any questions or need additional information
Please call me at 425-308-7590 scotts@northendtruck.com

Sincerely,
Northend Truck Equipment
Scott Stewart
Municipal Territory Manager

City of Des Moines
21630 11th Ave S, Suite A
Des Moines, WA 98189
Tel: 206.878.4595

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES, AND SHIPPING PAPERS.

Purchase Order Number **20260023**

Purchase Order Date **10/22/2026**

Department **Public Works Operations**

Bill To
Accounts Payable
City of Des Moines
21630 11th Ave S Ste A
DES MOINES, WA 98198

Ship To
City Mechanic
City of Des Moines
21650 11th Ave S. Lower Level
DES MOINES, WA 98198

Vendor
BOWEN SCARFF
1157 NORTH CENTRAL
KENT, WA 98032

VENDOR PHONE NUMBER	VENDOR EMAIL	VENDOR NUMBER	REQUISITION NUMBER	BUYER NAME	DELIVERY REFERENCE
253-852-1480	AR@BOWENSCARFF.COM	207		Karolyn Reiser	Order Code 650A

NOTES

Parks P-241 Replacement Chassis

ITEM #	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
1	**Parks P-241 Replacement chassis/2027 Ford F-450 4x4 SD Super Cab 168" WB DRW XL**	1.0000	EACH	$83,766.1400	$83,766.14
	(At the direction of the Des Moines City Council taken at an Open Public Meeting on 11/12/26. If approved, this will be used to reserve the purchase.)				
	GL #: 50106010 - 564320 $92,477.82				

GL SUMMARY

50106010 - 564320	$92,477.82

Total Ext. Price	$83,766.14
Total Sales Tax	$8,711.68
Purchase Order Total	**$92,477.82**

Finance Director

Purchasing Copy

CITY OF DES MOINES PURCHASE TERMS AND CONDITIONS

BY ACCEPTANCE OF THIS ORDER, THE VENDOR WARRANTS FULL COMPLIANCE WITH ALL APPLICABLE LOCAL, STATE OR FEDERAL LAWS AND REGULATIONS INCLUDING SPECIFIC STATUTORY REQUIREMENTS OF FEDERAL AGENCIES.

VENDOR AND CITY AGREE AS FOLLOWS:

1. DELIVERY. For any exception to the delivery date as specified on this order, Vendor shall give prior notification and obtain written approval thereto from the appropriate representative of the City with respect to delivery under this order. Time is of the essence and the order is subject to termination and/or appropriate damages for failure to deliver as specified. Acceptance by the City of late performance with or without objection or reservation shall not waive the right to claim damage for such breach nor constitute a waiver of the requirements for the timely performance of any obligation remaining to be performed by vendor.

2. PACKAGING. No charge will be allowed for packaging, boxing, handling or transportation costs except as specified on this order.

3. SHIPPING INSTRUCTIONS. Unless otherwise specified, all goods are to be shipped prepaid F.O.B. Destination. Where shipping addresses indicate room numbers, the vendor shall make delivery to that location at no additional charge where specific authorization is granted to ship goods F.O.B. shipping point. Vendor agrees to prepay all shipping charges, route as instructed or if instructions are not provided, route by cheapest common carrier and to bill the City as a separate item on the invoice for said charges. Each invoice for shipping charges shall contain the original or a copy of the bill indicating that the payment for shipping has been made. City reserves the right to refuse COD shipments.

4. RISK OF LOSS. Regardless of F.O.B. point, Vendor agrees to bear all risks of loss, injury or destruction of goods and materials ordered herein which occur prior to delivery. Such loss, injury or destruction shall not release Vendor from any obligations hereunder.

5. CHANGES. No alteration in any of the terms, conditions, delivery price, quantity, quality, or specifications of this order will be affective without written consent of the City for its acceptance prior to shipment.

6. HOLD HARMLESS. Vendor shall protect, indemnify and hold the City, its officers, officials, employees and volunteers harmless from and against damage, cost or liability of any nature for any injuries to persons or property arising from acts or omissions of Vendor, its employees, agents, or subcontractors, except for injuries and damages caused by the sole negligence of the City.

7. REJECTION. All goods or materials purchased herein are subject to approval by the City. Any rejection of goods or material resulting because of nonconformity to the terms and specifications of this order whether held by the City or returned, will be at Vendor's risk and expense.

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10. WARRANTIES. Vendor warrants that all products delivered under this purchase order shall be free from defect in material and workmanship, and shall be fit for the intended purpose. This warranty is in addition to any standard warranty or guarantee given by the vendor to the City. All products determined by the City to be defective shall be replaced within 15 days of notice by the City. All costs of replacement, including shipping charges shall be borne by the Vendor. Vendor warrants that the equipment, materials or service on this order do not infringe any patent, registered trademark or copyright and agrees to hold the City harmless in the event of any infringement or claim thereof. Vendor warrants that all goods and materials ordered herein are free and clear of all liens, claims and encumbrances.

11. FORCE MAJEURE. Neither party shall be held responsible for failure or delay in the fulfillment of conditions of this contract or purchase order if the cause is not within the control of the party whose performance is interfered with and which, by the exercise of reasonable diligence, said party is unable to prevent.

12. GRATUITIES. The City may, by written notice to the Vendor, cancel this contract if it is found by the City that Vendor or any agent or representative of Vendor, offered or gave gratuities, in the form of entertainment, gifts or otherwise, to any officer or employee of the City with a view toward securing a contract or securing favorable treatment with respect to the awarding of this contract.

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20. JURISDICTION, CHOICE OF LAW AND VENUE. Vendor hereby consents to the jurisdiction of the Washington courts. The parties agree that the laws of the state of Washington shall govern any disputes and venue shall be exclusively in King County Washington or the federal court located therein.

21. ACCEPTANCE. BY ACCEPTING THIS PURCHASE ORDER IN WRITING OR BY DELIVERING THE MATERIALS ORDERED, YOU ACCEPT ALL OF THE TERMS AND CONDITIONS SET FORTH. FORMAL OBJECTION IS HEREBY MADE TO ANY ADDITIONAL OR DIFFERENT TERMS PROPOSED BY VENDOR AS A CONDITION OF ACCEPTANCE OR DELIVERY.

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The completed purchase order will be paid according to the current schedule available from Accounts Payable.

P-241 replacement ✓

- Parks
Dump truck

11/2/26 New quote

2027 F-550 Chassis 4x4 SD Super Cab 168" WB DRW XL (X5H)

VIN: TBD | Price Level: 720 | Stock No: FACTORY ORDER | Quote ID: CDESM5



Client Proposal

Prepared by:
Arthur Harris
Office: 253-951-5899
Email: arthurharris@bowenscarff.com
Quote ID: CDESM5
Date: 10/29/2026

Prepared by: Arthur Harris
10/29/2026

Arthur Harris | 1157 Central Ave N. Kent WA | 98032

2027 F-550 Chassis 4x4 SD Super Cab 168" WB DRW XL (X5H)

Price Level: 720 | Stock No: FACTORY ORDER | VIN: TBD | Quote ID: CDESM5

As Configured Vehicle

Code	WERS	Description	MSRP
Base Vehicle			
X5H		Base Vehicle Price (X5H)	$62,380.00
Packages			
660A		Order Code 660A *Includes:* *- Engine: 7.3L 2V DEVCT NA PFI V8 Gas* *Includes CNG/propane gaseous engine prep package which includes hardened engine intake valves and valve seats.* *- Transmission: TorqShift 10-Speed Automatic* *Includes SelectShift, selectable drive modes: normal, tow/haul, eco, slippery roads and off-road and transmission power take-off provision.* *- Tires: 225/70Rx19.5G BSW A/P* *- Wheels: 19.5" X 6" Argent Painted Steel* *Hub covers/center ornaments not included.* *- HD Vinyl 40/20/40 Split Bench Seat* *Includes center armrest, cupholder, storage and driver's side manual lumbar.* *- Radio: AM/FM Stereo w/MP3 Player* *Includes 6 speakers.* *- SYNC 4 w/8" Center Display* *Includes wireless Apple CarPlay and Android Auto compatibility, embedded apps, digital owner's manual and 911 Assist.* *- Ford Connectivity Package (1-Year Included)* *Includes unlimited Wi-Fi hotspot. Included for one-year from warranty start date. Requires activation via Ford app with credit card authorization; customer may cancel at any time. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Ford may temporarily slow data speeds if such data usage reaches or exceeds 50GB within a billing cycle or due to network limitations. If a customer uses more than 50% of their data usage in a roaming country during a 60-day period, Ford may remove or limit the customer's data plan.*	N/C
Emissions			
425		50-State Emissions System	STD
Powertrain			
99N		Engine: 7.3L 2V DEVCT NA PFI V8 Gas *Includes CNG/propane gaseous engine prep package which includes hardened engine intake valves and valve seats.*	Included
44G		Transmission: TorqShift 10-Speed Automatic *Includes SelectShift, selectable drive modes: normal, tow/haul, eco, slippery roads and off-road and transmission power take-off provision.*	Included
X8L		Limited Slip w/4.88 Axle Ratio	$395.00
68H		GVWR: 19,550 Lb Payload Plus Upgrade Package *Includes low deflection/high capacity rear springs, upgraded frame and upgraded rear-axle. Increases max RGAWR to 14,706 lbs.*	$1,155.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

2027 F-550 Chassis 4x4 SD Super Cab 168" WB DRW XL (X5H)

Price Level: 720 | Stock No: FACTORY ORDER | VIN: TBD | Quote ID: CDESM5

As Configured Vehicle (cont'd)

Code	WERS	Description	MSRP
Wheels & Tires			
TGJ		Tires: 225/70Rx19.5G BSW A/P	Included
64Z		Wheels: 19.5" X 6" Argent Painted Steel *Hub covers/center ornaments not included.*	Included
Seats & Seat Trim			
A		HD Vinyl 40/20/40 Split Bench Seat *Includes center armrest, cupholder, storage and driver's side manual lumbar.*	Included
Other Options			
PAINT		Monotone Paint Application	STD
168WB		168" Wheelbase	STD
STDRD		Radio: AM/FM Stereo w/MP3 Player *Includes 6 speakers.* *Includes:* *- SYNC 4 w/8" Center Display* *Includes wireless Apple CarPlay and Android Auto compatibility, embedded apps, digital owner's manual and 911 Assist.* *- Ford Connectivity Package (1-Year Included)* *Includes unlimited Wi-Fi hotspot. Included for one-year from warranty start date. Requires activation via Ford app with credit card authorization; customer may cancel at any time. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Ford may temporarily slow data speeds if such data usage reaches or exceeds 50GB within a billing cycle or due to network limitations. If a customer uses more than 50% of their data usage in a roaming country during a 60-day period, Ford may remove or limit the customer's data plan.*	Included
61J		6-Ton Hydraulic Jack	$55.00
86M		Dual 68 AH/65 AGM Battery	N/C
18J		Vehicle Integration System 2.0 FIN code required to program the module. *Includes programmable vehicle integration system. Recommended trucks that will utilize upfit aftermarket equipment.*	$400.00
67B		410 Amp Dual Alternators *Includes 250 Amp + 160 Amp.*	$215.00
18B		Platform Running Boards	$445.00
59H		Center High-Mounted Stop Lamp (CHMSL)	$100.00
153		Front License Plate Bracket	N/C

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2027 F-550 Chassis 4x4 SD Super Cab 168" WB DRW XL (X5H)

Price Level: 720 | Stock No: FACTORY ORDER | VIN: TBD | Quote ID: CDESM5

As Configured Vehicle (cont'd)

Code	WERS	Description	MSRP
		Standard in states requiring 2 license plates and optional to all others.	
872		Rear View Camera & Prep Kit *Pre-installed content includes cab wiring and frame wiring to the rear most cross member. Upfitters kit includes camera with mounting bracket, 20' jumper wire and camera mounting/aiming instructions.*	$515.00
52B		Trailer Brake Controller	$300.00
43C		Pro Power Onboard - 400W *Includes 1 in-dash mounted outlet.*	$225.00

Fleet Options

WARANT		Fleet Customer Powertrain Limited Warranty	N/C
		Requires valid FIN code. *Ford is increasing the 5-year 60,000-mile limited powertrain warranty to 5-years, 100,000 miles. Only Fleet purchasers with a valid Fleet Identification Number (FIN code) will receive the extended warranty. When the sale is entered into the sales reporting system with a sales type fleet along with a valid FIN code, the warranty extension will automatically be added to the vehicle. The extension will stay with the vehicle even if it is subsequently sold to a non-fleet customer before the expiration. This extension applies to both gas and diesel powertrains. Dealers can check for the warranty extension on eligible fleet vehicles in OASIS. Please refer to the Warranty and Policy Manual section 3.13.00 Gas Engine Commercial Warranty. This change will also be reflected in the printed Warranty Guided distributed with the purchase of every new vehicle.*	

Exterior Color

Z1_01		Oxford White	N/C

Interior Color

AS_03		Medium Dark Slate w/HD Vinyl 40/20/40 Split Bench Seat	N/C

Upfit Options

CRANE BODY	CRANE BODY	NELSON EQUIP- RUGBY DUMP *SEE ATTACHED QUOTE*	$17,386.14

SUBTOTAL	$83,571.14
Destination Charge	$2,795.00
TOTAL	$86,366.14

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared by: Arthur Harris
10/29/2026

Arthur Harris | 1157 Central Ave N. Kent WA | 98032

2027 F-550 Chassis 4x4 SD Super Cab 168" WB DRW XL (X5H)

Price Level: 720 | Stock No: FACTORY ORDER | VIN: TBD | Quote ID: CDESM5

Pricing Summary - Single Vehicle

	MSRP
Vehicle Pricing	
Base Vehicle Price	$62,380.00
Options	$3,805.00
Colors	$0.00
Upfitting	$17,386.14
Fleet Discount	$0.00
Fuel Charge	$0.00
Destination Charge	$2,795.00
Subtotal	$86,366.14

Pre-Tax Adjustments

Code	Description	MSRP
GPC	Goverment Price Concession	-$2,600.00
Subtotal		$83,766.14

Sales Taxes

Code	Description	MSRP
69899	Sales Tax Rate	$9,130.51
Subtotal		$92,896.65

Post-Tax Adjustments

Code	Description	MSRP
DOC FEE	DOC FEE	$200.00
Subtotal		$93,096.65
Total		$93,096.65

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Prepared by: Arthur Harris
10/29/2026

Arthur Harris | 1157 Central Ave N, Kent WA | 98032

2027 F-550 Chassis 4x4 SD Super Cab 168" WB DRW XL (X5H)

Price Level: 720 | Stock No: FACTORY ORDER | VIN: TBD | Quote ID: CDESM5

Pricing Summary - Single Vehicle

Customer Signature

Acceptance Date

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P-241 replacement upfitting

QUOTE ONLY

NELSON TRUCK EQUIPMENT CO., INC.

EQUIPMENT CO.,INC.

KENT
20063 84th Ave South
Kent, WA 98032-1229
(253) 395-3825
Fax (253) 872-6583

NORTH SEATTLE
14325 Aurora Ave. North
Seattle, WA 98133-6916
(206) 365-1000
Fax (206) 365-2202

"Everything for your Truck, Van & SUV"

KENT BRANCH
MONDAY - FRIDAY 7:30-4:30

6000 QUOTE # 771899 10/19/26

BOWEN SCARFF FORD SALES	BOWEN SCARFF	1
1157 CENTRAL AVE N	1157 CENTRAL AVE N	
KENT WA 98032-3043	KENT, WA 98032	

TERMS-CASH UNLESS ARRANGEMENTS MADE CUST PHONE# 253-852-1480

ART 51 O/A A00062029 INSTALL

2		RGYFDS-9-3SUBFRAME	*BODY, DUMP 9'3"SUBFRAME	1.0	1.0	0.00	11,241.33	11,241.33
2	LABO	LABOR STANDARD	LABOR STANDARD RATE	16.0	16.0	130.00	130.00	2,080.00
2	SHOP	BENCH	MATERIAL	1.0	1.0	0.00	250.00	250.00
2	LABO	LABOR STANDARD	LABOR STANDARD RATE	3.0	3.0	130.00	130.00	390.00
2	PULL	PULL185-3017	CORE MANUAL SYSTEM - UNIV	1.0	1.0	666.32	577.48	577.48
2	LABO	LABOR STANDARD	LABOR STANDARD RATE	4.0	4.0	130.00	130.00	520.00
2		INBOUND	REGULAR GROUND/NON-REFUNDABLE	1.0	1.0	0.00	1,200.00	1,200.00
2	CURT	CURT56443	CUSTOM WIRING 7-WAY RV BLADE S	1.0	1.0	72.95	43.76	43.76
2	PULL	PULL741-1686	16' X 86" MESH TARP	1.0	1.0	389.80	337.83	337.83
2	RGY	RGY1957934	FORD ADAPTER WORKS W/ LIGHTS	1.0	1.0	118.65	0.00	0.00
2	BUY	BUY1809061A	HITCH PLATE WITH 2-1/2" RECVR	1.0	1.0	779.92	599.95	599.95
2	TECH	TECH4410511V	FRONT FLOORLINER FOR VINYL FLO	1.0	1.0	133.95	80.96	80.96
2	TECH	TECH446975	REAR FLOORLINER ; BLACK	1.0	1.0	108.95	64.83	64.83

NET TOTAL	:	17,386.14
FREIGHT	:	0.00
FED EXCISE TAX	:	0.00
SALES TAX	:	0.00
ORDER TOTAL	:	17,386.14
PAYMENT	:	0.00
AMOUNT DUE	:	17,386.14

15:00 QUOTE QUOTE QUOTE

Date Printed: 10/29/26

City of Des Moines
21630 11th Ave S, Suite A
Des Moines, WA 98189
Tel: 206.878.4595

Purchase Order

Fiscal Year 2026

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES, AND SHIPPING PAPERS.

Purchase Order Number **20260025**

Purchase Order Date **10/22/2026**

Department **Public Works Operations**

Bill To
Accounts Payable
City of Des Moines
21630 11th Ave S Ste A
DES MOINES, WA 98198

Ship To
See Shipping Information Below

Vendor
PAPE MACHINERY INC
PO BOX 35144 #5077
SEATTLE, WA 98124-5144

VENDOR PHONE NUMBER	VENDOR EMAIL	VENDOR NUMBER	REQUISITION NUMBER	BUYER NAME	DELIVERY REFERENCE
	ARPAPE@PAPE.COM	735		Karolyn Reiser	2822286

NOTES

Parks John Deere Mower

ITEM #	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
1	John Deere Mower for Parks. Z994R Diesel Commercial ZTrack/14 Bushel 3-Bag Material Collection System	1.0000	EACH	$22,194.9400	$22,194.94

(At the direction of the Des Moines City Council taken at an Open Public Meeting on 11/12/26. If approved, this will be used to reserve the purchase.)

Ship To: Public Works Operations
City of Des Moines
2255 South 223rd Street
DES MOINES, WA 98198

GL #: 50106010 - 564320 $24,503.21

GL SUMMARY

50106010 - 564320	$24,503.21

Total Ext. Price $22,194.94

Total Sales Tax $2,308.27

Purchase Order Total $24,503.21

Finance Director

Purchasing Copy

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The completed purchase order will be paid according to the current schedule available from Accounts Payable.

Parks Mower

Customer:

Quotes are valid for 30 days from the creation date or upon contract expiration, whichever occurs first.

A Purchase Order (PO) or Letter of Intent (LOI) including the below information is required to proceed with this sale. The PO or LOI will be returned if information is missing.

☐ Vendor: Deere & Company

2000 John Deere Run

Cary, NC 27513-2789 US

FED ID: 36-2382580

· UEID: FNSWEDARMK53

☐ Signature on all LOIs and POs with a signature line

☐ Contract name or number; or JD Quote ID

☐ Sold to street address

☐ Ship to street address (no PO box)

☐ Bill to contact name and phone number

☐ Bill to address

☐ Bill to email address (required to send the invoice and/or to obtain the tax exemption certificate)

☐ Membership number if required by the contract

☐ Also include a current valid tax-exempt certificate (if applicable)

Quotes of equipment offered through contracts between Deere & Company, its divisions and subsidiaries (collectively "Deere") and government agencies are subject to audit and access by Deere's Strategic Accounts Business Division to ensure compliance with the terms and conditions of the contracts.

For any questions, please contact:

Scott NORDEEN
Pape Machinery, Inc.
2700 136th Ave Ct E
Sumner, WA 98390
Work Phone: 253-405-7688
Cell Phone: 253-405-7688
Email: snordeen@papemachinery.com

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company

2000 John Deere Run

Cary, NC 27513-2789 US

FED ID: 36-2382580

UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Scott NORDEEN

Pape Machinery, Inc.

2700 136th Ave Ct E Sumner, WA 98390

Prepared For

CITY OF DES MOINES

21630 11TH AVE S

SEATTLE, WA 981986338

(206) 878-4595

ACCTSPAYABLE@DESMOINESWA.GOV

Prepared By

Scott NORDEEN

Pape Machinery, Inc.

2700 136th Ave Ct E

Sumner, WA 98390

253-405-7688

snordeen@papemachinery.com

Quote Id 2822286

Creation Date 20-Oct-2026

Expiration Date 19-Nov-2026

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company

2000 John Deere Run

Cary, NC 27513-2789 US

FED ID: 36-2382580

UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Scott NORDEEN

Pape Machinery, Inc.

2700 136th Ave Ct E Sumner, WA 98390

Prepared For

CITY OF DES MOINES

21630 11TH AVE S

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2700 136th Ave Ct E

Sumner, WA 98390

253-405-7688

snordeen@papemachinery.com

Quote Id 2822286

Creation Date 20-Oct-2026

Expiration Date 19-Nov-2026

Quote Summary

Equipment Summary	Suggested List	Selling Price	QTY In Group	Extended
Z994R Diesel Commercial ZTrak **Contract:** WA Lawn and Grounds 28123 (PG 4S CG 22) **Price Effective Date:** 10-Dec-2025	**$22,616.86**	**$17,641.15**	1	**$17,641.15**
14 Bushel 3-Bag Material Collection System **Contract:** WA Lawn and Grounds 28123 (PG 4S CG 22) **Price Effective Date:** 01-Oct-2026	**$5,004.17**	**$4,553.79**	1	**$4,553.79**
Equipment Total				**$22,194.94**

Quote Summary	
Total Selling Price	$22,194.94
Sales - (10.5%)	$2,330.47
Sub-total	**$24,525.41**
Balance Due	**$24,525.41**

Salesperson : X _____

Accepted By : X _____

Selling Equipment

Quote # 2822286

Customer CITY OF DES MOINES

Z994R Diesel Commercial ZTrak

QTY In Group : 1

Equipment Notes	---	Suggested List	
Hours	---	$22,616.86	
Serial Number	---	Selling Price	
Stock Number	---	$17,641.15	
Contract	WA Lawn and Grounds 28123 (PG 4S CG 22)	Discount Amount	
Price Effective Date	10-Dec-2025	($4,975.71)	
PUK Parent Serial #	---		

Equipment Summary

Code	Description	Qty	List Price	Discount %	Discount $	Adjusted Selling Price
2549TC	Z994R Diesel Commercial ZTrak	1	$22,512.00	22.0%	($4,952.64)	$17,559.36

Base / Options

Code	Description	Qty	List Price	Discount %	Discount $	Adjusted Selling Price
001A	United States and Canada	1	$0.00	22.0%	$0.00	$0.00
1504	60 In. 7-IRON PRO ™ Side Discharge Mower Deck	1	$0.00	22.0%	$0.00	$0.00
1036	24x12x12 Pneumatic Turf Tire for 54 In. and 60 In. Decks	1	$0.00	22.0%	$0.00	$0.00
2093	Fully Adjustable Suspension Seat with Armrests (24" High Back)	1	$0.00	22.0%	$0.00	$0.00
Total Base / Options			**$22,512.00**		**($4,952.64)**	**$17,559.36**

Dealer Attachments

Code	Description	Qty	List Price	Discount %	Discount $	Adjusted Selling Price
BUC11624	Padded Armrests	1	$104.86	22.0%	($23.07)	$81.79
Total Dealer Attachments			**$104.86**		**($23.07)**	**$81.79**
Selling Price Subtotal						**$17,641.15**

Total Selling Price	$17,641.15

14 Bushel 3-Bag Material Collection System

QTY In Group : 1

Equipment Notes	- - -	Suggested List
Hours	- - -	$5,004.17
Serial Number	- - -	Selling Price
Stock Number	- - -	$4,553.79
Contract	WA Lawn and Grounds 28123 (PG 4S CG 22)	Discount Amount
Price Effective Date	01-Oct-2026	($450.38)
PUK Parent Serial #	- - -	

Equipment Summary

Code	Description	Qty	List Price	Discount %	Discount $	Adjusted Selling Price
2550TC	14 Bushel 3-Bag Material Collection System	1	$4,435.00	9.0%	($399.15)	$4,035.85

Base / Options

Code	Description	Qty	List Price	Discount %	Discount $	Adjusted Selling Price
001A	United States and Canada	1	$0.00	9.0%	$0.00	$0.00
3405	Attaching Parts for 152.4 cm (60 In.) 7-Iron PRO Decks	1	$0.00	9.0%	$0.00	$0.00
3500	Blower for 7-Iron PRO and 7-Iron PRO Mulch-On-Demand Decks	1	$0.00	9.0%	$0.00	$0.00
Total Base / Options			**$4,435.00**		**($399.15)**	**$4,035.85**

Dealer Attachments

Code	Description	Qty	List Price	Discount %	Discount $	Adjusted Selling Price
UC13263	Quik-Tatch Weight, 42 lb (19 kg)	7	$569.17	9.0%	($51.23)	$517.94
Total Dealer Attachments			**$569.17**		**($51.23)**	**$517.94**
Selling Price Subtotal						**$4,553.79**
Total Selling Price						**$4,553.79**

JOHN DEERE FINANCIAL

GET MORE DONE WITH SMART FINANCING

At John Deere Financial, we offer practical financing solutions built for farming, running your business or maintaining your property. Backed by deep industry expertise, we're committed to your growth and make it easy to secure financing that works as hard as you do, with competitive rates and workable terms.



DEEP INDUSTRY KNOWLEDGE

- We understand how you work, the equipment you depend on, and the challenges you face.
- We're fully committed to your success by helping you select the right financial solutions to keep you running and on track.
- Backed by generations of experience supporting customers through good and challenging seasons, we stay invested even when other lenders step away.

BUILT FOR YOUR NEEDS

- We offer customized plans with competitive rates tailored to your specific operation and goals.
- We have flexible payment options that match the way you earn and work, delivering reliability you can count on.
- Our cost-effective financing options simplify owning and operating John Deere equipment.



CONVENIENT, STREAMLINED EXPERIENCE

- We offer fast, convenient financing for your equipment, technology, parts, and service with access to special seasonal promotions.
- Enjoy a seamless digital experience with electronic statements, account management through MyFinancial Accounts, secure electronic signature options, and support at every step.
- Pay your way with easy self-service tools.

Learn more

Apply now

City of Des Moines
21630 11th Ave S, Suite A
Des Moines, WA 98189
Tel: 206.878.4595

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES, AND SHIPPING PAPERS.

Purchase Order Number **20260033**

Purchase Order Date **11/02/2026**

Department **Public Works Operations**

Bill To
Accounts Payable
City of Des Moines
21630 11th Ave S Ste A
DES MOINES, WA 98198

Ship To
See Shipping Information Below

Vendor
BOWEN SCARFF
1157 NORTH CENTRAL
KENT, WA 98032

VENDOR PHONE NUMBER	VENDOR EMAIL	VENDOR NUMBER	REQUISITION NUMBER	BUYER NAME	DELIVERY REFERENCE
253-852-1480	AR@BOWENSCARFF.COM	207		Karolyn Reiser	Order Code 630A

NOTES

P224 Replacement Truck for Streets

ITEM #	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
1	**P224 Replacement Truck for Streets. 2027 F-350 Chassis 4X4 SD Crew Cab 179" WB SRW XL (W3F)**	1.0000	EACH	$82,875.0000	$82,875.00
	At the direction of the Des Moines City Council Team at an Open Public Meeting on 11/12/26. If approved, this will be used to reserve the purchase.				
	Ship To: Public Works Operations City of Des Moines 2255 South 223rd Street DES MOINES, WA 98198				
	GL #: 50106004 - 564400			**$91,494.00**	

GL SUMMARY

50106004 - 564400	$91,494.00

Finance Director

Total Ext. Price	$82,875.00
Total Sales Tax	$8,619.00
Purchase Order Total	**$91,494.00**

Purchasing Copy

CITY OF DES MOINES PURCHASE TERMS AND CONDITIONS

BY ACCEPTANCE OF THIS ORDER, THE VENDOR WARRANTS FULL COMPLIANCE WITH ALL APPLICABLE LOCAL, STATE OR FEDERAL LAWS AND REGULATIONS INCLUDING SPECIFIC STATUTORY REQUIREMENTS OF FEDERAL AGENCIES.

VENDOR AND CITY AGREE AS FOLLOWS:

1. DELIVERY. For any exception to the delivery date as specified on this order, Vendor shall give prior notification and obtain written approval thereto from the appropriate representative of the City with respect to delivery under this order. Time is of the essence and the order is subject to termination and/or appropriate damages for failure to deliver as specified. Acceptance by the City of late performance with or without objection or reservation shall not waive the right to claim damage for such breach nor constitute a waiver of the requirements for the timely performance of any obligation remaining to be performed by vendor.

2. PACKAGING. No charge will be allowed for packaging, boxing, handling or transportation costs except as specified on this order.

3. SHIPPING INSTRUCTIONS. Unless otherwise specified, all goods are to be shipped prepaid F.O.B. Destination. Where shipping addresses indicate room numbers, the vendor shall make delivery to that location at no additional charge where specific authorization is granted to ship goods F.O.B. shipping point. Vendor agrees to prepay all shipping charges, route as instructed or if instructions are not provided, route by cheapest common carrier and to bill the City as a separate item on the invoice for said charges. Each invoice for shipping charges shall contain the original or a copy of the bill indicating that the payment for shipping has been made. City reserves the right to refuse COD shipments.

4. RISK OF LOSS. Regardless of F.O.B. point, Vendor agrees to bear all risks of loss, injury or destruction of goods and materials ordered herein which occur prior to delivery. Such loss, injury or destruction shall not release Vendor from any obligations hereunder.

5. CHANGES. No alteration in any of the terms, conditions, delivery price, quantity, quality, or specifications of this order will be affective without written consent of the City for its acceptance prior to shipment.

6. HOLD HARMLESS. Vendor shall protect, indemnify and hold the City, its officers, officials, employees and volunteers harmless from and against damage, cost or liability of any nature for any injuries to persons or property arising from acts or omissions of Vendor, its employees, agents, or subcontractors, except for injuries and damages caused by the sole negligence of the City.

7. REJECTION. All goods or materials purchased herein are subject to approval by the City. Any rejection of goods or material resulting because of nonconformity to the terms and specifications of this order whether held by the City or returned, will be at Vendor's risk and expense.

8. ASSIGNMENTS. The provisions or monies due under this contract shall only be assignable, in whole or in part, with the proper written approval of the approved representative of the City.

9. PAYMENTS, CASH DISCOUNTS, LATE PAYMENT CHARGES. Invoices will not be processed for payment nor will the period of computation for cash discount commence until receipt of a properly completed invoice or invoice items, whichever is later. If an adjustment in payment is necessary due to damage or dispute, the cash discount period shall commence on the date final approval for payment is authorized.

10. WARRANTIES. Vendor warrants that all products delivered under this purchase order shall be free from defect in material and workmanship, and shall be fit for the intended purpose. This warranty is in addition to any standard warranty or guarantee given by the vendor to the City. All products determined by the City to be defective shall be replaced within 15 days of notice by the City. All costs of replacement, including shipping charges shall be borne by the Vendor. Vendor warrants that the equipment, materials or service on this order do not infringe any patent, registered trademark or copyright and agrees to hold the City harmless in the event of any infringement or claim thereof. Vendor warrants that all goods and materials ordered herein are free and clear of all liens, claims and encumbrances.

11. FORCE MAJEURE. Neither party shall be held responsible for failure or delay in the fulfillment of conditions of this contract or purchase order if the cause is not within the control of the party whose performance is interfered with and which, by the exercise of reasonable diligence, said party is unable to prevent.

12. GRATUITIES. The City may, by written notice to the Vendor, cancel this contract if it is found by the City that Vendor or any agent or representative of Vendor, offered or gave gratuities, in the form of entertainment, gifts or otherwise, to any officer or employee of the City with a view toward securing a contract or securing favorable treatment with respect to the awarding of this contract.

13. TAXES. Unless otherwise indicated, the City agrees to pay to the vendor all State of Washington sales or use tax. Vendor shall comply with and be responsible for all federal, state, and local taxes and licensing requirements. When applicable, City agrees to furnish Vendor, upon acceptance of articles supplied under this order, with an exemption certificate.

14. MSDS. Material Safety Data Sheets to be included with shipments of any material requiring this documentation, per OSHA and WSHA regulations.

15. PUBLIC DISCLOSURE. Purchase Order and all contents and attachments shall be deemed a public record as defined in RCW 42.56 "Public Records Act."

16. TERMINATION. In the event of a breach by Vendor of any of the provisions of this contract, the City reserves the right to cancel and terminate this contract forthwith upon giving an oral or written notice of the Vendor. Vendor shall be liable for damages suffered by the City resulting from Vendor's breach of contract.

17. IDENTIFICATION. All invoices, packing list, packages, shipping notices, or written documents affecting this order shall contain the applicable purchase order number.

18. BRANDS. When a specific brand is named it shall be construed solely for the purpose of indicating the standard or quality, performance or use desired. City reserves the right to refuse brands substituted by vendor without written prior approval of the City. No substitutions are allowed when noted on this purchase order.

19. DEFAULT. Vendor covenants and agrees that in the event suit is instituted by the City for any default on the part of the Vendor, and the Vendor is adjusted by a court of competent jurisdiction to be in default, he shall pay to the City all costs, expense expended or incurred by the City in connection therewith, and reasonable attorney's fees. The Vendor agrees that the Superior Court of the State of Washington shall have jurisdiction over any suit, and that venue shall be laid in King County.

20. JURISDICTION, CHOICE OF LAW AND VENUE. Vendor hereby consents to the jurisdiction of the Washington courts. The parties agree that the laws of the state of Washington shall govern any disputes and venue shall be exclusively in King County Washington or the federal court located therein.

21. ACCEPTANCE. BY ACCEPTING THIS PURCHASE ORDER IN WRITING OR BY DELIVERING THE MATERIALS ORDERED, YOU ACCEPT ALL OF THE TERMS AND CONDITIONS SET FORTH. FORMAL OBJECTION IS HEREBY MADE TO ANY ADDITIONAL OR DIFFERENT TERMS PROPOSED BY VENDOR AS A CONDITION OF ACCEPTANCE OR DELIVERY.

INSTRUCTIONS FOR VENDOR'S USE OF PURCHASE ORDER

Upon completion of the order an invoice reflecting all costs relating to the order, and including this purchase order number, shall be submitted to:
City of Des Moines - Accounts Payable, 21630 11th Ave S, Ste. A, Des Moines, WA 98198
The completed purchase order will be paid according to the current schedule available from Accounts Payable.

P-224 Replacement - Streets

Prepared for: JOHNATHAN HECK, CITY OF DES MOINES
DES MOINES , WA

2027 F-350 Chassis 4x4 SD Crew Cab 179" WB SRW XL (W3F)

VIN: TBD | Price Level: 720 | Stock No: FACTORY ORDER | Bid No: #2 Truck | Quote ID: COFDESMOIN



Client Proposal

Prepared by:
Arthur Harris
Office: 253-951-5899
Email: arthurharris@bowenscarff.com
Quote ID: COFDESMOIN
Date: 10/20/2026

Arthur Harris | 1157 Central Ave N. , Kent, WA, 98032
Office: 253-951-5899 | Fax: 253-859-3640

Prepared for: JOHNATHAN HECK
CITY OF DES MOINES
Prepared by: Arthur Harris
10/20/2026

Arthur Harris | 1157 Central Ave N. Kent WA | 98032

2027 F-350 Chassis 4x4 SD Crew Cab 179" WB SRW XL (W3F)

Price Level: 720 | Stock No: FACTORY ORDER | VIN: TBD | Bid No: #2 Truck | Quote ID: COFDESMOIN

As Configured Vehicle

Description	MSRP

Base Vehicle

Base Vehicle Price (W3F)	$56,460.00

Packages

Order Code 630A	N/C

Includes:
- Engine: 7.3L 2V DEVCT NA PFI V8 Gas
Includes CNG/propane gaseous engine prep package which includes hardened engine intake valves and valve seats.
- Transmission: TorqShift 10-Speed Automatic
Includes SelectShift, selectable drive modes: normal, tow/haul, eco, slippery roads and off-road and transmission power take-off provision.
- Electronic-Locking w/4.30 Axle Ratio
- GVWR: 11,400 Lb Payload Package
- Tires: LT275/65Rx18E BSW A/S
Spare may not be the same as the road tire.
- Wheels: 18" Argent Painted Steel
Includes painted hub covers/center ornaments.
- HD Vinyl 40/20/40 Split Bench Seat
Includes center armrest, cupholder, storage and driver's side manual lumbar.
- Radio: AM/FM Stereo w/MP3 Player
Includes 6 speakers.
- Ford Connectivity Package (1-Year Included)
Includes unlimited Wi-Fi hotspot. Included for one-year from warranty start date. Requires activation via Ford app with credit card authorization; customer may cancel at any time. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Ford may temporarily slow data speeds if such data usage reaches or exceeds 50GB within a billing cycle or due to network limitations. If a customer uses more than 50% of their data usage in a roaming country during a 60-day period, Ford may remove or limit the customer's data plan.
- SYNC 4 w/8" Center Display
Includes wireless Apple CarPlay and Android Auto compatibility, embedded apps, digital owner's manual and 911 Assist.

Emissions

50-State Emissions System	STD

Powertrain

Engine: 7.3L 2V DEVCT NA PFI V8 Gas	Included

Includes CNG/propane gaseous engine prep package which includes hardened engine intake valves and valve seats.

Transmission: TorqShift 10-Speed Automatic	Included

Includes SelectShift, selectable drive modes: normal, tow/haul, eco, slippery roads and off-road and transmission power take-off provision.

Electronic-Locking w/4.30 Axle Ratio	Included
GVWR: 11,400 Lb Payload Package	Included

Complete restrictions/requirements not available.

Wheels & Tires

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

2027 F-350 Chassis 4x4 SD Crew Cab 179" WB SRW XL (W3F)

Price Level: 720 | Stock No: FACTORY ORDER | VIN: TBD | Bid No: #2 Truck | Quote ID: COFDESMOIN

As Configured Vehicle (cont'd)

Description	MSRP
Tires: LT275/65Rx18E BSW A/S *Spare may not be the same as the road tire.*	Included
Wheels: 18" Argent Painted Steel *Includes painted hub covers/center ornaments.*	Included
Seats & Seat Trim	
HD Vinyl 40/20/40 Split Bench Seat *Includes center armrest, cupholder, storage and driver's side manual lumbar.*	Included
Other Options	
Monotone Paint Application	STD
179" Wheelbase	STD
Radio: AM/FM Stereo w/MP3 Player *Includes 6 speakers.*	Included
Includes: *- Ford Connectivity Package (1-Year Included)* *Includes unlimited Wi-Fi hotspot. Included for one-year from warranty start date. Requires activation via Ford app with credit card authorization; customer may cancel at any time. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Ford may temporarily slow data speeds if such data usage reaches or exceeds 50GB within a billing cycle or due to network limitations. If a customer uses more than 50% of their data usage in a roaming country during a 60-day period, Ford may remove or limit the customer's data plan.* *- SYNC 4 w/8" Center Display* *Includes wireless Apple CarPlay and Android Auto compatibility, embedded apps, digital owner's manual and 911 Assist.*	
3-Ton Mechanical Jack	$55.00
Dual 68 AH/65 AGM Battery	$210.00
Vehicle Integration System 2.0 FIN code required to program the module. *Includes programmable vehicle integration system. Recommended trucks that will utilize upfit aftermarket equipment.*	$400.00
350 Amp Dual Alternators *Includes 190 Amp + 160 Amp.*	N/C
Platform Running Boards	$445.00
Center High-Mounted Stop Lamp (CHMSL)	$100.00
Front License Plate Bracket Standard in states requiring 2 license plates and optional to all others.	N/C
Rear View Camera & Prep Kit *Pre-installed content includes cab wiring and frame wiring to the rear most cross member. Upfitters kit includes camera with mounting bracket, 20' jumper wire and camera mounting/aiming instructions.*	$515.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

2027 F-350 Chassis 4x4 SD Crew Cab 179" WB SRW XL (W3F)

Price Level: 720 | Stock No: FACTORY ORDER | VIN: TBD | Bid No: #2 Truck | Quote ID: COFDESMOIN

As Configured Vehicle (cont'd)

Description	MSRP
Trailer Brake Controller	$300.00

Fleet Options

Fleet Customer Powertrain Limited Warranty	N/C

Requires valid FIN code.

Ford is increasing the 5-year 60,000-mile limited powertrain warranty to 5-years, 100,000 miles. Only Fleet purchasers with a valid Fleet Identification Number (FIN code) will receive the extended warranty. When the sale is entered into the sales reporting system with a sales type fleet along with a valid FIN code, the warranty extension will automatically be added to the vehicle. The extension will stay with the vehicle even if it is subsequently sold to a non-fleet customer before the expiration. This extension applies to both gas and diesel powertrains. Dealers can check for the warranty extension on eligible fleet vehicles in OASIS. Please refer to the Warranty and Policy Manual section 3.13.00 Gas Engine Commercial Warranty. This change will also be reflected in the printed Warranty Guided distributed with the purchase of every new vehicle.

Upfit Options

Allied Body -KNAPHEIDE SVC BODY - FOLD AWAY CRANE #2	$23,895.00
	see attached quote

SUBTOTAL	$82,380.00
Destination Charge	$2,795.00
TOTAL	$85,175.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: JOHNATHAN HECK
CITY OF DES MOINES
Prepared by: Arthur Harris
10/20/2026

Arthur Harris | 1157 Central Ave N. Kent WA | 98032

2027 F-350 Chassis 4x4 SD Crew Cab 179" WB SRW XL (W3F)

Price Level: 720 | Stock No: FACTORY ORDER | VIN: TBD | Bid No: #2 Truck | Quote ID: COFDESMOIN

Pricing Summary - Single Vehicle

	MSRP
Vehicle Pricing	
Base Vehicle Price	$56,460.00
Options	$2,025.00
Colors	$0.00
Upfitting	$23,895.00
Fleet Discount	$0.00
Fuel Charge	$0.00
Destination Charge	$2,795.00
Subtotal	$85,175.00

Pre-Tax Adjustments

Code	Description	MSRP
GPC	Goverment Price Concession	-$2,300.00
Subtotal		$82,875.00

Sales Taxes

Code	Description	MSRP
69899	Sales Tax Rate	$9,033.38
Subtotal		$91,908.38

Post-Tax Adjustments

Code	Description	MSRP
1489	DOC FEE	$150.00
Subtotal		$92,058.38
Total		$92,058.38

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: JOHNATHAN HECK
CITY OF DES MOINES
Prepared by: Arthur Harris
10/20/2026

Arthur Harris | 1157 Central Ave N. Kent WA | 98032

2027 F-350 Chassis 4x4 SD Crew Cab 179" WB SRW XL (W3F)

Price Level: 720 | Stock No: FACTORY ORDER | VIN: TBD | Bid No: #2 Truck | Quote ID: COFDESMOIN

Pricing Summary - Single Vehicle

Customer Signature

Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

P-224 replacement VP fitting

ALLIED BODY

Allied Body Works, Inc.
625 South 96th Street
Seattle, WA 98108
(800) 733-7450
www.alliedbody.com

Estimate

10/20/2026	66134

BOWEN SCARFF FORD SALES, INC.
1157 CENTRAL AVE. N.
KENT, WA 98032

	ARTHUR HARRIS
	253-852-1480

	Travis Whitaker	
Net 30	**TEW**	**City of Des Moines**

	ESTIMATE TO PERFORM THE FOLLOWING: **- Knapheide 600-series 9'L SRW service body with standard features including LED light kit, painted white** ***** NOTE: Include wiring for S/T/T flashers** **- ABW custom racking on top of compartment tops - see photos - tool storage (upright prongs with stopper plate at front) mounted on drivers side compartment and raised single ladder rack storage rack mounted on passenger side compartment, painted black** **- (2) Buyers Products surface mount amber LED strobes mounted into grill (wide as possible), wired to factory upfitter switch** **- Western Mule fold-away bumper crane, 2000lbs capacity, 45" fixed boom, includes 2" receiver and 7-way flat RV style plug** **- Installation of factory supplied OEM backup camera** **- Line-X cargo area - bulkhead, floor, backs and tops of compartments and back of tailgate** **- Weight slip** **TO BE INSTALLED ONTO CUSTOMER SUPPLIED FORD F-350 4X4 CREW CAB GAS SRW PICKUP BOX DELETE CHASSIS WITH 60" C.A.**			

Allied Body Works is the Manufacturer of Walker Blocker which are side guards designed to keep pedestrians and cyclists from being run over by a large truck's rear wheels in a side-impact collision.



	Subtotal
	Sales Tax (0.00)
	TOTAL

Any order canceled after 48 hours will be subject to a 20% restocking fee.

Pick-up and delivery charges of $300 will be added if Allied is to pick up or deliver a vehicle for work under $3,500 or between 50-150 miles from our facility at 625 South 96th Street, Seattle, WA. Pickup and Delivery over 150 miles will require a quote. As a typical rule Allied Body does not pickup and deliver the same day. If fuel is needed to drive the vehicle to and from location, a fuel surcharge will be added.

SIGN & DATE TO ACCEPT ESTIMATE

ALLIED BODY

Allied Body Works, Inc.
625 South 96th Street
Seattle, WA 98108
(800) 733-7450
www.alliedbody.com

Estimate

10/20/2026	66134

BOWEN SCARFF FORD SALES, INC. 1157 CENTRAL AVE. N. KENT, WA 98032	
ARTHUR HARRIS	
253-852-1480	

	Travis Whitaker	
Net 30	TEW	City of Des Moines

KNP 6108-2	9' KNAPHEIDE 600 SERIES SERVICE BODY FOR 60" CA SRW CHASSIS, PAINTED WHITE 107.25" OVERALL LENGTH 40" BODY HEIGHT 14.5" DEEP COMPARTMENTS 49" WIDE CARGO AREA Prices include the following standard features: Two (2) adjustable divider shelves & dividers, street & curb side front vertical compartment One (1) adjustable divider shelf & dividers, street and curb side full height rear vertical compartment One (1) adjustable divider shelf & dividers, curb side horizontal compartment Automotive quality rotary latches & double spring over center door retainers on all vertical doors, one (1) 12" slam tailgate Light mounting holes and Knapheide lights Stock Model Terminology 2 = Painted Knapheide White complete with all lights wired and installed	1	ea	1150
KNP 12256319	KIT, power hookup no switch for use to power rear strobes or compartment lights on chassis with factory upfitter switch. ***Must be used with stocking model KNP service body or with 20039480 lights***	1		
KNP 20095530	Ford 60" or 84" CA,2017 & Newer F450/550 or 2021 & Newer F600, Quick Mount Kit for 6" Understructure	1	ea	
KNP 35346424	Ford 2023 & Newer 60", 84", 108" & 120" CA F-350, F-450, F-550, & F-600 Fast Flash Adapter - Loose	1	ea	
KNP 34360468	Universal Fuel Fill Cup Kit, Ford F250-F550/GM 2500-6500/Ram 2500-5500	1		
STL ANGLE 2X2X1/8	STEEL, ANGLE 2" X 2" X .125" PER FOOT	10	ft	
STL FB 3X3/16	STEEL, FLATBAR, 3/16" X 3" PER FOOT	4		
ALU TRDPLT 3003 .12...	ALUMINUM, TREAD PLATE 3003 .125 X 48" X 96"	0.25		

Allied Body Works is the Manufacturer of Walker Blocker which are side guards designed to keep pedestrians and cyclists from being run over by a large truck's rear wheels in a side-impact collision.



Subtotal	
Sales Tax (0.00)	
TOTAL	

Any order canceled after 48 hours will be subject to a 20% restocking fee.

Pick-up and delivery charges of $300 will be added if Allied is to pick up or deliver a vehicle for work under $3,500 or between 50-150 miles from our facility at 625 South 96th Street, Seattle, WA. Pickup and Delivery over 150 miles will require a quote. As a typical rule Allied Body does not pickup and deliver the same day. If fuel is needed to drive the vehicle to and from location, a fuel surcharge will be added.

SIGN & DATE TO ACCEPT ESTIMATE

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625 South 96th Street
Seattle, WA 98108
(800) 733-7450
www.alliedbody.com

Estimate

10/20/2026	66134

BOWEN SCARFF FORD SALES, INC. 1157 CENTRAL AVE. N. KENT, WA 98032

	ARTHUR HARRIS
	253-852-1480

	Travis Whitaker	
Net 30	TEW	City of Des Moines

STL TB 2X2X3/16	STEEL, TUBING 2" X 2" X .188" PER FOOT	20	ft	
STL FB 2X3/16	STEEL, FLATBAR 3/16" X 2" PER FOOT	4	ft	
BUY 8890300	Ultra Thin Wide Angle 5 Inch Amber LED Strobe Light	2	ea	
WES S-2000	WESTERN MULE CRANE 2000 LB CAPACITY	1	ea	
BUY TC1775P	7-WAY RV BLADE OUTPUT TRAILER CONNECTOR - connects to truck oem trailer plug *** Use for Ford/Dodge	1	ea	
DISCOUNT	DISCOUNT			
MATERIALS	Misc. Shop Materials	1		
LABOR	HOURS OF SHOP LABOR	34	hr	
ABW WEIGHT SLIP	Weight Slip after completion of upfit.	1	ea	
SUBLET	LINE-X	1		
SUBLET	PAINT RACKS BLACK	1		
	SUBTOTAL			

Allied Body Works is the Manufacturer of Walker Blocker which are side guards designed to keep pedestrians and cyclists from being run over by a large truck's rear wheels in a side-impact collision.



Subtotal	$23,895.00
Sales Tax (0.00)	$0.00
TOTAL	$23,895.00

Any order canceled after 48 hours will be subject to a 20% restocking fee.

Pick-up and delivery charges of $300 will be added if Allied is to pick up or deliver a vehicle for work under $3,500 or between 50-150 miles from our facility at 625 South 96th Street, Seattle, WA. Pickup and Delivery over 150 miles will require a quote. As a typical rule Allied Body does not pickup and deliver the same day. If fuel is needed to drive the vehicle to and from location, a fuel surcharge will be added.

SIGN & DATE TO ACCEPT ESTIMATE

_____

ESTIMATE VALID FOR 30 DAYS FROM DATE ABOVE

City of Des Moines
21630 11th Ave S, Suite A
Des Moines, WA 98189
Tel: 206.878.4595

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES, AND SHIPPING PAPERS.

Purchase Order Number **20260030**

Purchase Order Date **10/28/2026**

Department **Public Works Operations**

Bill To
Accounts Payable
City of Des Moines
21630 11th Ave S Ste A
DES MOINES, WA 98198

Ship To
See Shipping Information Below

Vendor
NELSON TRUCK EQUIP. CO.
20063 84th Ave. So.
KENT, WA 98032-1229

VENDOR PHONE NUMBER	VENDOR EMAIL	VENDOR NUMBER	REQUISITION NUMBER	BUYER NAME	DELIVERY REFERENCE
		680		Karolyn Reiser	771194

NOTES

De-icer for maintenance

ITEM #	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
1	De-Icer BUY6192716/1065 Gallon Hydraulic Anti-ice, BUY9021000 Micro-Trak Roadmaster, BUY3038494 3-Way Loading Valve	1.0000	EACH	$29,932.8500	$29,932.85

At the direction of the Des Moines City Council taken at an Open Public Meeting on 11/12/26.
If approved, this will be used to reserve the purchase.

Ship To: Public Works Operations
City of Des Moines
2255 South 223rd Street
DES MOINES, WA 98198

GL #: 50106004 - 564400 $33,045.87

GL SUMMARY

50106004 - 564400	$33,045.87

Total Ext. Price	$29,932.85
Total Sales Tax	$3,113.02
Purchase Order Total	**$33,045.87**

Finance Director

Purchasing Copy

CITY OF DES MOINES PURCHASE TERMS AND CONDITIONS

BY ACCEPTANCE OF THIS ORDER, THE VENDOR WARRANTS FULL COMPLIANCE WITH ALL APPLICABLE LOCAL, STATE OR FEDERAL LAWS AND REGULATIONS INCLUDING SPECIFIC STATUTORY REQUIREMENTS OF FEDERAL AGENCIES.

VENDOR AND CITY AGREE AS FOLLOWS:

1. DELIVERY. For any exception to the delivery date as specified on this order, Vendor shall give prior notification and obtain written approval thereto from the appropriate representative of the City with respect to delivery under this order. Time is of the essence and the order is subject to termination and/or appropriate damages for failure to deliver as specified. Acceptance by the City of late performance with or without objection or reservation shall not waive the right to claim damage for such breach nor constitute a waiver of the requirements for the timely performance of any obligation remaining to be performed by vendor.

2. PACKAGING. No charge will be allowed for packaging, boxing, handling or transportation costs except as specified on this order.

3. SHIPPING INSTRUCTIONS. Unless otherwise specified, all goods are to be shipped prepaid F.O.B. Destination. Where shipping addresses indicate room numbers, the vendor shall make delivery to that location at no additional charge where specific authorization is granted to ship goods F.O.B. shipping point. Vendor agrees to prepay all shipping charges, route as instructed or if instructions are not provided, route by cheapest common carrier and to bill the City as a separate item on the invoice for said charges. Each invoice for shipping charges shall contain the original or a copy of the bill indicating that the payment for shipping has been made. City reserves the right to refuse COD shipments.

4. RISK OF LOSS. Regardless of F.O.B. point, Vendor agrees to bear all risks of loss, injury or destruction of goods and materials ordered herein which occur prior to delivery. Such loss, injury or destruction shall not release Vendor from any obligations hereunder.

5. CHANGES. No alteration in any of the terms, conditions, delivery price, quantity, quality, or specifications of this order will be affective without written consent of the City for its acceptance prior to shipment.

6. HOLD HARMLESS. Vendor shall protect, indemnify and hold the City, its officers, officials, employees and volunteers harmless from and against damage, cost or liability of any nature for any injuries to persons or property arising from acts or omissions of Vendor, its employees, agents, or subcontractors, except for injuries and damages caused by the sole negligence of the City.

7. REJECTION. All goods or materials purchased herein are subject to approval by the City. Any rejection of goods or material resulting because of nonconformity to the terms and specifications of this order whether held by the City or returned, will be at Vendor's risk and expense.

8. ASSIGNMENTS. The provisions or monies due under this contract shall only be assignable, in whole or in part, with the proper written approval of the approved representative of the City.

9. PAYMENTS, CASH DISCOUNTS, LATE PAYMENT CHARGES. Invoices will not be processed for payment nor will the period of computation for cash discount commence until receipt of a properly completed invoice or invoice items, whichever is later. If an adjustment in payment is necessary due to damage or dispute, the cash discount period shall commence on the date final approval for payment is authorized.

10. WARRANTIES. Vendor warrants that all products delivered under this purchase order shall be free from defect in material and workmanship, and shall be fit for the intended purpose. This warranty is in addition to any standard warranty or guarantee given by the vendor to the City. All products determined by the City to be defective shall be replaced within 15 days of notice by the City. All costs of replacement, including shipping charges shall be borne by the Vendor. Vendor warrants that the equipment, materials or service on this order do not infringe any patent, registered trademark or copyright and agrees to hold the City harmless in the event of any infringement or claim thereof. Vendor warrants that all goods and materials ordered herein are free and clear of all liens, claims and encumbrances.

11. FORCE MAJEURE. Neither party shall be held responsible for failure or delay in the fulfillment of conditions of this contract or purchase order if the cause is not within the control of the party whose performance is interfered with and which, by the exercise of reasonable diligence, said party is unable to prevent.

12. GRATUITIES. The City may, by written notice to the Vendor, cancel this contract if it is found by the City that Vendor or any agent or representative of Vendor, offered or gave gratuities, in the form of entertainment, gifts or otherwise, to any officer or employee of the City with a view toward securing a contract or securing favorable treatment with respect to the awarding of this contract.

13. TAXES. Unless otherwise indicated, the City agrees to pay to the vendor all State of Washington sales or use tax. Vendor shall comply with and be responsible for all federal, state, and local taxes and licensing requirements. When applicable, City agrees to furnish Vendor, upon acceptance of articles supplied under this order, with an exemption certificate.

14. MSDS. Material Safety Data Sheets to be included with shipments of any material requiring this documentation, per OSHA and WSHA regulations.

15. PUBLIC DISCLOSURE. Purchase Order and all contents and attachments shall be deemed a public record as defined in RCW 42.56 "Public Records Act."

16. TERMINATION. In the event of a breach by Vendor of any of the provisions of this contract, the City reserves the right to cancel and terminate this contract forthwith upon giving an oral or written notice of the Vendor. Vendor shall be liable for damages suffered by the City resulting from Vendor's breach of contract.

17. IDENTIFICATION. All invoices, packing list, packages, shipping notices, or written documents affecting this order shall contain the applicable purchase order number.

18. BRANDS. When a specific brand is named it shall be construed solely for the purpose of indicating the standard or quality, performance or use desired. City reserves the right to refuse brands substituted by vendor without written prior approval of the City. No substitutions are allowed when noted on this purchase order.

19. DEFAULT. Vendor covenants and agrees that in the event suit is instituted by the City for any default on the part of the Vendor, and the Vendor is adjusted by a court of competent jurisdiction to be in default, he shall pay to the City all costs, expense expended or incurred by the City in connection therewith, and reasonable attorney's fees. The Vendor agrees that the Superior Court of the State of Washington shall have jurisdiction over any suit, and that venue shall be laid in King County.

20. JURISDICTION, CHOICE OF LAW AND VENUE. Vendor hereby consents to the jurisdiction of the Washington courts. The parties agree that the laws of the state of Washington shall govern any disputes and venue shall be exclusively in King County Washington or the federal court located therein.

21. ACCEPTANCE. BY ACCEPTING THIS PURCHASE ORDER IN WRITING OR BY DELIVERING THE MATERIALS ORDERED, YOU ACCEPT ALL OF THE TERMS AND CONDITIONS SET FORTH. FORMAL OBJECTION IS HEREBY MADE TO ANY ADDITIONAL OR DIFFERENT TERMS PROPOSED BY VENDOR AS A CONDITION OF ACCEPTANCE OR DELIVERY.

INSTRUCTIONS FOR VENDOR'S USE OF PURCHASE ORDER

Upon completion of the order an invoice reflecting all costs relating to the order, and including this purchase order number, shall be submitted to:
City of Des Moines - Accounts Payable, 21630 11th Ave S, Ste. A, Des Moines, WA 98198
The completed purchase order will be paid according to the current schedule available from Accounts Payable.

De-Icer

QUOTE ONLY

NELSON TRUCK EQUIPMENT CO., INC.

EQUIPMENT CO.,INC.

KENT
20063 84th Ave South
Kent, WA 98032-1229
(253) 395-3825
Fax (253) 872-6583

NORTH SEATTLE
14325 Aurora Ave. North
Seattle, WA 98133-6916
(206) 365-1000
Fax (206) 365-2202

"Everything for your Truck, Van & SUV"

KENT BRANCH
MONDAY - FRIDAY 7:30-4:30

11945 QUOTE # 771194 09/09/26

DES MOINES, CITY OF
21650 11TH AVE S

DES MOINES WA 98198

DES MOINES, CITY OF
21650 11TH AVE S

DES MOINES, WA 98198

1

TERMS-CASH UNLESS ARRANGEMENTS MADE

CUST PHONE# 206-870-6511

QUOTE DREW 29 O/A 0

			Qty		List (ea.)	US	Total
2 BUY	BUY6192716	1065 GALLON HYDRAULIC ANTI-ICE	1.0	1.0	22,037.88	18,625.86	18,625.86
2 BUY	BUY9021000	MICRO-TRAK ROADMASTER	2.0	2.0	5,245.71	3,746.00	7,492.00
2 BUY	BUY3038494	3-WAY LOADING VALVE	1.0	1.0	287.57	204.99	204.99
2	INBOUND	REGULAR GROUND/NON-REFUNDABLE	1.0	1.0	0.00	2,050.00	2,050.00
2	MIS MICRO TRAK	*INSTALL MICRO TRAK On 2	1.0	1.0	0.00	0.00	0.00
2 LABO	LABOR STANDARD	LABOR STANDARD RATE	12.0	12.0	130.00	130.00	1,560.00
2 TEXT	TEXT	SEE TEXT	1.0	1.0	0.00	0.00	0.00

WE ARE JUST INSTALLING MIRCO TRAK TWO SEPARATE TRUCKS

NET TOTAL	:	29,932.85
FREIGHT	:	0.00
FED EXCISE TAX	:	0.00
SALES TAX	:	3,113.02
ORDER TOTAL	:	33,045.87
PAYMENT	:	0.00
AMOUNT DUE	:	33,045.87

11:39 QUOTE QUOTE QUOTE

Date Printed: 10/28/26

City of Des Moines
21630 11th Ave S, Suite A
Des Moines, WA 98189
Tel: 206.878.4595

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES, AND SHIPPING PAPERS.

Purchase Order Number **20260034**

Purchase Order Date **11/03/2026**

Department **Public Works Operations**

Bill To
Accounts Payable
City of Des Moines
21630 11th Ave S Ste A
DES MOINES, WA 98198

Ship To
City Mechanic
City of Des Moines
21650 11th Ave S. Lower Level
DES MOINES, WA 98198

Vendor
PAPE MACHINERY INC
PO BOX 35144 #5077
SEATTLE, WA 98124-5144

VENDOR PHONE NUMBER	VENDOR EMAIL	VENDOR NUMBER	REQUISITION NUMBER	BUYER NAME	DELIVERY REFERENCE
	ARPAPE@PAPE.COM	735		Karolyn Reiser	2822286

NOTES

John Deere Gator for Street Crew

ITEM #	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
1	John Deere Gator XUV 845M HVAC Model Year 2027	1.0000	EACH	$30,706.4300	$30,706.43
	At the direction of the Des Moines City Council Team at an Open Public Meeting on 11/12/26. If approved, this will be used to reserve the purchase.				
	GL #: 50106004 - 564400 $33,899.90				

GL SUMMARY

50106004 - 564400	$33,899.90

Total Ext. Price	$30,706.43
Total Sales Tax	$3,193.47
Purchase Order Total	**$33,899.90**

Finance Director

Purchasing Copy

CITY OF DES MOINES PURCHASE TERMS AND CONDITIONS

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10. WARRANTIES. Vendor warrants that all products delivered under this purchase order shall be free from defect in material and workmanship, and shall be fit for the intended purpose. This warranty is in addition to any standard warranty or guarantee given by the vendor to the City. All products determined by the City to be defective shall be replaced within 15 days of notice by the City. All costs of replacement, including shipping charges shall be borne by the Vendor. Vendor warrants that the equipment, materials or service on this order do not infringe any patent, registered trademark or copyright and agrees to hold the City harmless in the event of any infringement or claim thereof. Vendor warrants that all goods and materials ordered herein are free and clear of all liens, claims and encumbrances.

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20. JURISDICTION, CHOICE OF LAW AND VENUE. Vendor hereby consents to the jurisdiction of the Washington courts. The parties agree that the laws of the state of Washington shall govern any disputes and venue shall be exclusively in King County Washington or the federal court located therein.

21. ACCEPTANCE. BY ACCEPTING THIS PURCHASE ORDER IN WRITING OR BY DELIVERING THE MATERIALS ORDERED, YOU ACCEPT ALL OF THE TERMS AND CONDITIONS SET FORTH. FORMAL OBJECTION IS HEREBY MADE TO ANY ADDITIONAL OR DIFFERENT TERMS PROPOSED BY VENDOR AS A CONDITION OF ACCEPTANCE OR DELIVERY.

INSTRUCTIONS FOR VENDOR'S USE OF PURCHASE ORDER

Upon completion of the order an invoice reflecting all costs relating to the order, and including this purchase order number, shall be submitted to:
City of Des Moines - Accounts Payable, 21630 11th Ave S, Ste. A, Des Moines, WA 98198
The completed purchase order will be paid according to the current schedule available from Accounts Payable.

streets Gator?

~~Not given to Kafi~~

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company

2000 John Deere Run

Cary, NC 27513-2789 US

FED ID: 36-2382580

UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Scott NORDEEN

Pape Machinery, Inc.

2700 136th Ave Ct E Sumner, WA 98390

Prepared For

CITY OF DES MOINES

21630 11TH AVE S

SEATTLE, WA 981986338

(206) 878-4595

ACCTSPAYABLE@DESMOINESWA.GOV

Prepared By

Scott NORDEEN

Pape Machinery, Inc.

2700 136th Ave Ct E

Sumner, WA 98390

253-405-7688

snordeen@papemachinery.com

Quote Id 2822286

Creation Date 20-Oct-2026

Expiration Date 19-Nov-2026

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company

2000 John Deere Run

Cary, NC 27513-2789 US

FED ID: 36-2382580

UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Scott NORDEEN

Pape Machinery, Inc.

2700 136th Ave Ct E Sumner, WA 98390

Prepared For

CITY OF DES MOINES

21630 11TH AVE S

SEATTLE, WA 981986338

(206) 878-4595

ACCTSPAYABLE@DESMOINESWA.GOV

Prepared By

Scott NORDEEN

Pape Machinery, Inc.

2700 136th Ave Ct E

Sumner, WA 98390

253-405-7688

snordeen@papemachinery.com

Quote Id 2822286

Creation Date 20-Oct-2026

Expiration Date 19-Nov-2026

Quote Summary

Equipment Summary	Suggested List	Selling Price	QTY In Group	Extended
GATOR™ XUV 845M HVAC (Model Year 2027)	**$34,140.72**	**$29,702.43**	**1**	**$29,702.43**
Contract: WA Lawn and Grounds 28123 (PG 4S CG 22) **Price Effective Date:** 05-Nov-2025				
PowerGard Protection Plan				**$1,004.00**
XUV 845M, COMMERCIAL, Scraper Use: No, Comprehensive, Grace, 600 Total Hours or 36 Total Months, $0.00 Deductible. Date Quoted : 20-Oct-2026				
Equipment Total				**$30,706.43**

Quote Summary	
Total Selling Price	$30,706.43
Sales - (10.5%)	$3,224.18

Salesperson : X _____ **Accepted By : X** _____

Sub-total	$33,930.61
Balance Due	$33,930.61

Salesperson : X _____

Accepted By : X _____

Selling Equipment

Quote # 2822286

Customer CITY OF DES MOINES

GATOR™ XUV 845M HVAC (Model Year 2027)

QTY In Group : 1

Equipment Notes	- - -	Suggested List
Hours	- - -	$35,144.72
Serial Number	- - -	Selling Price
Stock Number	- - -	$30,706.43
Contract	WA Lawn and Grounds 28123 (PG 4S CG 22)	Discount Amount
Price Effective Date	05-Nov-2025	($4,438.29)
PUK Parent Serial #	- - -	

Equipment Summary

Code	Description	Qty	List Price	Discount %	Discount $	Adjusted Selling Price
8819M	GATOR™ XUV 845M HVAC (Model Year 2027)	1	$29,999.00	13.0%	($3,899.87)	$26,099.13

Base / Options

Code	Description	Qty	List Price	Discount %	Discount $	Adjusted Selling Price
001F	US 49 State	1	$0.00	13.0%	$0.00	$0.00
0505	Build To Order	1	$0.00	13.0%	$0.00	$0.00
182A	Less AutoTrac™ /GreenStar™ Harness	1	$0.00	13.0%	$0.00	$0.00
183B	Less JDLink™ Hardware	1	$0.00	13.0%	$0.00	$0.00
1880	Less Receiver	1	$0.00	13.0%	$0.00	$0.00
1900	Less Display	1	$0.00	13.0%	$0.00	$0.00
2500	Green and Yellow	1	$0.00	13.0%	$0.00	$0.00
1060	27" Predator Heavy-Duty all-terrain radial tires on 14" Yellow Steel Wheels	1	$200.00	13.0%	($26.00)	$174.00
4022	Full Door with Side Mirrors	1	$0.00	13.0%	$0.00	$0.00
4063	HVAC Cab with Radio	1	$1,300.00	13.0%	($169.00)	$1,131.00

2350	Park Position in Transmission	1	$0.00	13.0%	$0.00	$0.00
5006	Front Brush Guard	1	$450.00	13.0%	($58.50)	$391.50
5110	Premium Comfort and Convenience Package	1	$1,600.00	13.0%	($208.00)	$1,392.00
Total Base / Options			**$33,549.00**		**($4,361.37)**	**$29,187.63**

Dealer Attachments

Code	Description	Qty	List Price	Discount %	Discount $	Adjusted Selling Price
BM26477	Rearview mirror	1	$255.73	13.0%	($33.24)	$222.49
BUC11708	Beacon light	1	$335.99	13.0%	($43.68)	$292.31
Total Dealer Attachments			**$591.72**		**($76.92)**	**$514.80**

Value Added Services

Description	Qty	Agreed Price
PowerGard Protection Plan	1	$1,004.00
Total Value Added Services		**$1,004.00**
Selling Price Subtotal		**$30,706.43**
Total Selling Price		**$30,706.43**

PAPE

JOHN DEERE

Extended Warranty Proposal

PowerGard™ Protection Plan

GATOR™ XUV 845M HVAC (Model Year 2027)
Serial Number: - - -
Date: 20-Oct-2026

Machine/Use Information		Plan Description		Price	
Manufacturer	JOHN DEERE	Plan Type	POWERGARD	Deductible	$0.00
Equipment Type	Gator/UVs	Warranty Coverage	Comprehensive	Quoted Price	$1,004.00
Model	XUV 845M	Total Months	36	PowerGard List	$1,004.00
Country	US	Total Hours	600	Date Quoted	20-Oct-2026

MFWD/Tracks N

GRACE pricing is only good during the first 12 months or 1000 hours of ownership for new tractors during the John Deere basic warranty period. After this period, DELAYED pricing can be purchased up to the end of the John Deere basic warranty for tractors of 24 months or 2000 hours, and having passed a special inspection/certification process. The Total Months and Hours listed above include the John Deere basic Warranty. "Limited" Plan coverage = Engine & Powertrain only."Comprehensive" Plan coverage = Full Machine.

PowerGard Protection Proposal Prepared for:

_____
Customer Name - Please Print

_____
Customer Signature

I have been offered this extended warranty and

☑ I ACCEPT the PowerGard Protection
☐ I DECLINE the PowerGard Protection

If declined, I fully understand that any equipment listed above is not covered for customer Expenses due to component failures beyond the original basic warranty period provided by John Deere.

Note: This is not a contract. For specific PowerGard Protection coverage terms and conditions, please refer to the actual PowerGard Protection Plan contract for more information and the terms, conditions, and limitations of the agreement.

What PowerGard Protection is:

The PowerGard Protection Plan is an **extended warranty** program for reimbursement on parts and labor for covered components that fail due to faulty material or original workmanship that occur beyond the John Deere Basic Warranty coverage period. The agreement is between Deere & Company and the owners of select John Deere Commercial and Agricultural equipment, who purchase the PowerGard Plans for the desired coverage as indicated in this proposal.

What PowerGard Protection is not:

PowerGard Protection is **not insurance**. It also does not cover routine maintenance or high wear items, or insurance-related risks/perils such as collision, overturn, vandalism, wind, fire, hail, etc. It does not cover loss of income or loss of value of crops during or after an equipment failure. See the actual product-specific PowerGard Protection Plan agreement for a complete listing of covered components, and limitations and conditions under the program.

Features/Benefits:

PowerGard Protection includes the following features and benefits under the program:

- Pays for parts and labor costs incurred on failed covered components (less any applicable deductibles).
- Does not require pre-approval before repairs are made by the authorized John Deere dealership.
- Payments are reimbursed directly to the dealership, with no prepayment required by the contract holder.
- PowerGard Protection agreements ensure that only Genuine John Deere Parts are used in all repairs.
- PowerGard coverage is fully transferable to future owners, with no transfer fees when coverage remains.
- PowerGard ensures higher resale value and makes equipment more marketable during the sale or trade-in.
- PowerGard allows you to budget your total cost of ownership, with financing available through John Deere Financial or other sources.
- PowerGard helps prevent large, unexpected repair bills during later years of equipment ownership, in exchange for a smaller protection fee up front.

City of Des Moines
21630 11th Ave S, Suite A
Des Moines, WA 98189
Tel: 206.878.4595

Purchase Order

Fiscal Year 2026

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES, AND SHIPPING PAPERS.

Purchase Order Number **20260027**

Purchase Order Date **10/22/2026**

Department **PW Administration**

Bill To
Accounts Payable
City of Des Moines
21630 11th Ave S Ste A
DES MOINES, WA 98198

Ship To
City Mechanic
City of Des Moines
21650 11th Ave S. Lower Level
DES MOINES, WA 98198

Vendor
CLARY LONGVIEW LLC
700 7TH AVE
LONGVIEW, WA 98632

VENDOR PHONE NUMBER	VENDOR EMAIL	VENDOR NUMBER	REQUISITION NUMBER	BUYER NAME	DELIVERY REFERENCE
360-423-4321x10943	FLEETFUNDING@BUDCLARY.COM	1234		Karolyn Reiser	2026-10-302

NOTES

Ford Explorer for ENG & BLDG

ITEM #	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
1	**2027 Ford Explorer - 1 for ENG & 1 for BLDG**	2.0000	EACH	$47,047.0000	$94,094.00
	(At the direction of the Des Moines City Council taken at an Open Public Meeting on 11/12/26. If approved, this will be used to reserve the purchase.)				
	GL #: 50106006 - 564410	**$103,879.78**			

GL SUMMARY

50106006 - 564410	$103,879.78

Total Ext. Price	$94,094.00
Total Sales Tax	$9,785.78
Purchase Order Total	**$103,879.78**

Finance Director

Purchasing Copy

CITY OF DES MOINES PURCHASE TERMS AND CONDITIONS

BY ACCEPTANCE OF THIS ORDER, THE VENDOR WARRANTS FULL COMPLIANCE WITH ALL APPLICABLE LOCAL, STATE OR FEDERAL LAWS AND REGULATIONS INCLUDING SPECIFIC STATUTORY REQUIREMENTS OF FEDERAL AGENCIES.

VENDOR AND CITY AGREE AS FOLLOWS:

1. DELIVERY. For any exception to the delivery date as specified on this order, Vendor shall give prior notification and obtain written approval thereto from the appropriate representative of the City with respect to delivery under this order. Time is of the essence and the order is subject to termination and/or appropriate damages for failure to deliver as specified. Acceptance by the City of late performance with or without objection or reservation shall not waive the right to claim damage for such breach nor constitute a waiver of the requirements for the timely performance of any obligation remaining to be performed by vendor.

2. PACKAGING. No charge will be allowed for packaging, boxing, handling or transportation costs except as specified on this order.

3. SHIPPING INSTRUCTIONS. Unless otherwise specified, all goods are to be shipped prepaid F.O.B. Destination. Where shipping addresses indicate room numbers, the vendor shall make delivery to that location at no additional charge where specific authorization is granted to ship goods F.O.B. shipping point. Vendor agrees to prepay all shipping charges, route as instructed or if instructions are not provided, route by cheapest common carrier and to bill the City as a separate item on the invoice for said charges. Each invoice for shipping charges shall contain the original or a copy of the bill indicating that the payment for shipping has been made. City reserves the right to refuse COD shipments.

4. RISK OF LOSS. Regardless of F.O.B. point, Vendor agrees to bear all risks of loss, injury or destruction of goods and materials ordered herein which occur prior to delivery. Such loss, injury or destruction shall not release Vendor from any obligations hereunder.

5. CHANGES. No alteration in any of the terms, conditions, delivery price, quantity, quality, or specifications of this order will be affective without written consent of the City for its acceptance prior to shipment.

6. HOLD HARMLESS. Vendor shall protect, indemnify and hold the City, its officers, officials, employees and volunteers harmless from and against damage, cost or liability of any nature for any injuries to persons or property arising from acts or omissions of Vendor, its employees, agents, or subcontractors, except for injuries and damages caused by the sole negligence of the City.

7. REJECTION. All goods or materials purchased herein are subject to approval by the City. Any rejection of goods or material resulting because of nonconformity to the terms and specifications of this order whether held by the City or returned, will be at Vendor's risk and expense.

8. ASSIGNMENTS. The provisions or monies due under this contract shall only be assignable, in whole or in part, with the proper written approval of the approved representative of the City.

9. PAYMENTS, CASH DISCOUNTS, LATE PAYMENT CHARGES. Invoices will not be processed for payment nor will the period of computation for cash discount commence until receipt of a properly completed invoice or invoice items, whichever is later. If an adjustment in payment is necessary due to damage or dispute, the cash discount period shall commence on the date final approval for payment is authorized.

10. WARRANTIES. Vendor warrants that all products delivered under this purchase order shall be free from defect in material and workmanship, and shall be fit for the intended purpose. This warranty is in addition to any standard warranty or guarantee given by the vendor to the City. All products determined by the City to be defective shall be replaced within 15 days of notice by the City. All costs of replacement, including shipping charges shall be borne by the Vendor. Vendor warrants that the equipment, materials or service on this order do not infringe any patent, registered trademark or copyright and agrees to hold the City harmless in the event of any infringement or claim thereof. Vendor warrants that all goods and materials ordered herein are free and clear of all liens, claims and encumbrances.

11. FORCE MAJEURE. Neither party shall be held responsible for failure or delay in the fulfillment of conditions of this contract or purchase order if the cause is not within the control of the party whose performance is interfered with and which, by the exercise of reasonable diligence, said party is unable to prevent.

12. GRATUITIES. The City may, by written notice to the Vendor, cancel this contract if it is found by the City that Vendor or any agent or representative of Vendor, offered or gave gratuities, in the form of entertainment, gifts or otherwise, to any officer or employee of the City with a view toward securing a contract or securing favorable treatment with respect to the awarding of this contract.

13. TAXES. Unless otherwise indicated, the City agrees to pay to the vendor all State of Washington sales or use tax. Vendor shall comply with and be responsible for all federal, state, and local taxes and licensing requirements. When applicable, City agrees to furnish Vendor, upon acceptance of articles supplied under this order, with an exemption certificate.

14. MSDS. Material Safety Data Sheets to be included with shipments of any material requiring this documentation, per OSHA and WSHA regulations.

15. PUBLIC DISCLOSURE. Purchase Order and all contents and attachments shall be deemed a public record as defined in RCW 42.56 "Public Records Act."

16. TERMINATION. In the event of a breach by Vendor of any of the provisions of this contract, the City reserves the right to cancel and terminate this contract forthwith upon giving an oral or written notice of the Vendor. Vendor shall be liable for damages suffered by the City resulting from Vendor's breach of contract.

17. IDENTIFICATION. All invoices, packing list, packages, shipping notices, or written documents affecting this order shall contain the applicable purchase order number.

18. BRANDS. When a specific brand is named it shall be construed solely for the purpose of indicating the standard or quality, performance or use desired. City reserves the right to refuse brands substituted by vendor without written prior approval of the City. No substitutions are allowed when noted on this purchase order.

19. DEFAULT. Vendor covenants and agrees that in the event suit is instituted by the City for any default on the part of the Vendor, and the Vendor is adjusted by a court of competent jurisdiction to be in default, he shall pay to the City all costs, expense expended or incurred by the City in connection therewith, and reasonable attorney's fees. The Vendor agrees that the Superior Court of the State of Washington shall have jurisdiction over any suit, and that venue shall be laid in King County.

20. JURISDICTION, CHOICE OF LAW AND VENUE. Vendor hereby consents to the jurisdiction of the Washington courts. The parties agree that the laws of the state of Washington shall govern any disputes and venue shall be exclusively in King County Washington or the federal court located therein.

21. ACCEPTANCE. BY ACCEPTING THIS PURCHASE ORDER IN WRITING OR BY DELIVERING THE MATERIALS ORDERED, YOU ACCEPT ALL OF THE TERMS AND CONDITIONS SET FORTH. FORMAL OBJECTION IS HEREBY MADE TO ANY ADDITIONAL OR DIFFERENT TERMS PROPOSED BY VENDOR AS A CONDITION OF ACCEPTANCE OR DELIVERY.

INSTRUCTIONS FOR VENDOR'S USE OF PURCHASE ORDER

Upon completion of the order an invoice reflecting all costs relating to the order, and including this purchase order number, shall be submitted to:
City of Des Moines - Accounts Payable, 21630 11th Ave S, Ste. A, Des Moines, WA 98198
The completed purchase order will be paid according to the current schedule available from Accounts Payable.

Outlook

Vehicle Quote - 2026-10-302 - DES MOINES CITY OF

From NOREPLY@des.wa.gov <NOREPLY@des.wa.gov>
Date Tue 10/20/2026 6:44 AM
To Jonathon Heck <jheck@desmoineswa.gov>
Cc descarssystem@des.wa.gov <descarssystem@des.wa.gov>

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Explorer X 2

Vehicle Quote Number: 2026-10-302

CARS Login

This is a **quote** only. You must create a purchase request to order this vehicle(s)

Contract & Dealer Information

Contract #:	28423		
Dealer:	Bud Clary Ford (W403)	Dealer Contact:	Kathleen Brennan
	700 7th Avenue	Dealer Phone:	(360) 423-4321 Ext: 10943
	PO Box 127	Dealer Email:	ford.orders@budclary.com
	Longview WA 98632		

Organization Information

Created By:	Jonathon Heck
Organization:	DES MOINES CITY OF
Email:	jheck@desmoineswa.gov
Quote Notes:	attention: Jon Heck 206-900-6057 21650 11 ave s Des Moines, WA 98198
Vehicle Location:	DES MOINES

Color Options & Qty

Oxford White (YZ) - 1

Tax Exempt: N

Vehicle Options

Order Code	Option Description	Qty	Unit Price	Ext. Price

2027-03003-0001	2027 Ford Explorer	1	$35,832.00	$35,832.00
2027-03003-0002	INFORMATION ONLY: Vehicle sales tax is 8.6%.	1	$0.00	$0.00
2027-03003-0003	INFORMATION ONLY: Bud Clary Ford Hyundai (Clary Longview, LLC) - DES Vendor #W403, State Vendor Payee #SWV0271256	1	$0.00	$0.00
2027-03003-0004	INFORMATION ONLY: NEW FOR CONTRACT #28423: Delivery location must be selected, see option #0202.? Standard equipment includes TWO keys. For additional keys, see option #0210.	1	$0.00	$0.00
2027-03003-0005	INFORMATION ONLY: Ford Motor Company is not able to guarantee that this vehicle will be produced during the current model year production cycle. Also, due to uncontrollable increasing costs of raw materials, Ford might not be able to provide price protection for vehicles that will need to be re-ordered as 2028 model year. If Ford is unable to build this vehicle, we will contact you when we receive notification, offering the choice of order cancellation without penalty or acceptance of 28MY CARS contract pricing to re-order vehicle (and upfits if applicable) with factory expedited scheduling.	1	$0.00	$0.00
2027-03003-0006	INFORMATION ONLY: Bud Clary Ford CARS Cancellation Fees: NO fee to cancel order if vehicle has not been scheduled for production and is able to be cancelled at factory. 2% cancellation fee if vehicle has been serialized and is locked in for production by manufacturer. 10% cancellation fee if vehicle has been serialized and has specialized equipment ordered. Custom bodies cannot be cancelled. 2WD and 4x2 vehicles cannot be cancelled. Absolutely NO cancellation if customer has licensed/registered vehicle.	1	$0.00	$0.00
2027-03003-0015	Active 200A Trim Level Upgrade [Includes Power Liftgate; Roof rack side rails; Active Trim badging; Active noise cancellation; 10-way power driver seat; 1st row heated seats; Vinyl-wrapped steering wheel; Sideview mirrors include security approach lamps; Additional USB ports: total (4) in 1st row, (2) in 2nd row, (2) in third row] -- SELECT THIS OPTION FOR DESCRIPTION PLUS 2WD OR 4WD OPTION BELOW	1	$0.00	$0.00
2027-03003-0017	Active 200A Trim - Four Wheel Drive (4WD) [Includes Intelligent 4WD System and Hill Descent Control] (K8D/200A)	1	$3,723.00	$3,723.00
2027-03003-0020	Active 200A Trim - Comfort Package [Includes Heated steering wheel; Front fascia includes LED fog lamps, silver skid plate elements, and LED signature lighting; Remote Start System; 8-way power passenger seat; ActiveX seating material; 2nd row HVAC controls] (68A/TTSH)	1	$2,103.00	$2,103.00
2027-03003-0026	Spare tire and jack [18in, Deletes standard Tire Inflator and Sealant Kit] (76U)	1	$392.00	$392.00
2027-03003-0030	6-passenger seating [Second row captain's chairs with manual E-Z Entry and armrests] (17H)	1	$0.00	$0.00
2027-03003-0205	Delivery to customer location in Northwest Washington (counties of: Clallam, Island, Jefferson, King, Kitsap, Mason, Pierce, San Juan, Skagit, Snohomish, Whatcom) (DLR)	1	$250.00	$250.00
2027-03003-0210	INFORMATION ONLY: Standard equipment includes TWO keys.	1	$0.00	$0.00
2027-03003-	Two (2) Extra RKE Fobs w/ Internal Keys, programmed, for vehicles with push button start. (Will give you 4 Fob/Keys total, maximum of 4 keys can be programmed to vehicle) (DLR)	1	$696.00	$696.00

0211				
2027-03003-0235	Floor Mats, HD Rubber Molded, Front (Weather Tech) (DLR)	1	$154.00	$154.00
2027-03003-0236	Floor Mats, HD Rubber Molded, 2nd Row (Weather Tech) (DLR)	1	$109.00	$109.00
2027-03003-0240	Floor Mats, HD Rubber Molded, Cargo area behind 3rd Row (Weather Tech) (DLR)	1	$133.00	$133.00
2027-03003-0300	INFORMATION ONLY: #300-399 Lighting options. Options #301: Amber package, installed prior to delivery. Options #310-399: Lighting addons, requires combining with Amber Package #301 or with controller/switch #302/303. Pricing is effective for vehicle orders received by 12/30/2026.	1	$0.00	$0.00
2027-03003-0301	AMBER PACKAGE - Base Surface Lighting Package. (4) Soundoff mPower 4in LED amber warning lights, installed (2) on front of vehicle (at rear of hood facing forward), (2) on rear of vehicle. Wired to 8-button controller. (AL301)	1	$2,240.00	$2,240.00
2027-03003-0302	AMBER CONTROLLER - 8-button controller installed on dash for Amber fullsize- or mini- lightbars. Combine with amber addon option below. (AL302)	1	$493.00	$493.00
2027-03003-0315	AMBER ADDON - Mini Lightbar. (1) 17in Soundoff nRoads amber mini-lightbar installed on roof of vehicle or cabguard. (Requires Base Amber Package #301 or Controller #302). (Soundoff ENRMB0007K) (AL315)	1	$922.00	$922.00

Catalytic Converter Marking

Our organization declines catalytic converter marking

Quote Totals

Total Vehicles:	1
Sub Total:	$47,047.00
8.6 % Sales Tax:	$4,046.04
Quote Total:	$51,093.04

Xa

City Council
AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: **Lodging Tax Advisory Committee Spending Recommendations**

ATTACHMENTS:
1. Des Moines Chess Club Application
2. DM Theater Lodging Tax Application
3. City of Des Moines Parks and Recreation Application

FOR AGENDA OF:
November 12, 2026

DEPT OF ORIGIN:
Administration

DATE SUBMITTED:
November 02, 2026

CLEARANCES:
City Clerk

Purpose and Recommendation

The purpose of this agenda item is for the City Council to approve the Lodging Tax Advisory Committee (LTAC) recommendations for the 2027 use of lodging tax funds.

Motion: "I move to approve the recommendations as submitted by the Lodging Tax Advisory Committee for the expenditure of Lodging Tax funds."

Background

The City imposes a 0.8 percent special excise tax on charges for overnight lodging. The Lodging Tax Advisory Committee (LTAC) reviews applications for lodging tax funds and recommends awards to the City Council.

State law limits how lodging tax funds may be used. Revised Code of Washington (RCW) 67.28.1815 provides:

> All revenue from taxes imposed under this chapter shall be credited to a special fund in the treasury of the municipality imposing such tax and used solely for the purpose of paying all or any part of the cost of tourism promotion, acquisition of tourism-related facilities, or operation of tourism-related facilities.

Only the following entities are eligible to apply for direct lodging tax funding:

- Washington cities, towns, and counties
- Convention and visitors bureaus
- Public facilities districts
- Nonprofit organizations organized under Section 501(c)(3) or 501(c)(6) of the Internal Revenue Code

All requests for lodging tax funds, including requests from the City, are submitted to the City. As part of the application, each applicant must estimate how the funds will increase the number of people traveling for business or pleasure. LTAC reviews the applications and forwards a list of recommended recipients and amounts to the City Council for final action.

After LTAC makes its recommendations, the City Council may:

- Approve the recommended funding.
- Modify a funding amount. Before taking final action, the Council must submit the proposed change to LTAC for review and comment.
- Deny a funding request.

The Council may not award funds to an applicant that LTAC did not recommend.

Discussion

The Lodging Tax Advisory Committee reviewed three applications at its October meeting. It unanimously recommends funding all three in full, and the recommendation is now before Council for approval.

- **Des Moines Chess Club:** $1,000 to host a regional chess tournament in October
- **Des Moines Theater:** $12,000 for technical production setup and equipment installation
- **City of Des Moines Parks and Recreation:** $56,234.10 for Winter Waterland in December

Total: $69,234.10

If Council approves all three, $12,238 in lodging tax funds will remain (as of November 2026).

Alternatives

Council may choose to fund these applications differently than the Committee recommended. If it does, state law requires extra steps before the money can be spent. One of those steps is giving the Committee 45 days to review and comment on Council's changes.

Financial Impact
None to the General Fund. State law limits lodging tax funds to tourism-related uses, so they can’t be used for general fund purposes.

Recommendation
Staff recommends approval of the Lodging Tax Advisory Committee's recommendation to fund the aforementioned applications.

2025 Application for Des Moines Lodging Tax Funds

Amount of Lodging Tax Requested: $__1,000____

Organization/Agency Name: Des Moines Chess Club			
Federal Tax ID Number: 39-4449607			
Event or Activity Name (if applicable): Poverty Bay Cup (Chess tournament Oct 3-4)			
Contact Name and Title: Matthew Duran, Club President			
Mailing Address: 23165 24th Ave S	City: Des Moines	State: WA	Zip: 98198
Phone: 206-445-3120	Email Address: desmoineschessclub@gmail.com		
X Non-Profit □ For-Profit □ Public Agency			

CERTIFICATION

I am an authorized agent of the organization/agency applying for funding. I understand that:

- I am proposing a tourism-related service. If awarded, my organization intends to enter into a Municipal Services Contract with the City.
- The City of Des Moines will only reimburse those costs actually incurred by my organization/agency and only after the service is rendered, paid for if provided by a third party, and a signed Request for Reimbursement form (or other form acceptable to the City) has been submitted to the City, including copies of invoices and payment documentation.
- Funds must be expended within the calendar year.
- Reporting requirements meeting state guidelines outlined in this application must be submitted with final request for reimbursement.

Signature: \s\ *Matthew Duran*	Date: 12Aug2026

Application Overview

Provide us with an overview of your request:

Attach:

1. Description and itemized budget showing how you intend to use the amount requested from the City of Des Moines (income and expenses).
2. If your agency is a non-profit a copy of your agency's current non-profit corporate registration with the Washington Secretary of State.
3. A copy of your organization's business plan (please limit to not more than two pages) and annual budget.
4. Brochures or other information about your event/activity/facility, in particular items showing recent tourism promotion efforts. (Optional)

This proposal and all documents filed with the City are public records. The City may choose to post on its website copies of the proposals and attached documents.

Tell us who you expect to attract:

The State of Washington requires an estimate for the following questions below:

As a direct result of your proposed tourism-related service, provide an estimate of:		What method was used to determine attendance in previous years?
a. **Overall Attendance** Enter the total number of people predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 100	□ Direct Count □ Indirect Count □ Representative Survey □ Informal Survey X Structured Estimate
b. **Attendance, 50+ Miles** Enter the number of people who traveled greater than 50 miles predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 50	□ Direct Count □ Indirect Count □ Representative Survey □ Informal Survey X Structured Estimate
c. **Attendance, Out of State, Out of Country** Enter the number of people from outside the state and country predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 25	□ Direct Count □ Indirect Count □ Representative Survey X Informal Survey □ Structured Estimate
d. **Attendance, Paid for Overnight Lodging** Enter the number of predicted to attend this activity and pay for overnight lodging, and select the method used to determine the attendance.	Predicted: 15	□ Direct Count □ Indirect Count □ Representative Survey X Informal Survey □ Structured Estimate
e. **Attendance, Did Not Pay for Overnight Lodging** Enter the number of predicted to attend this activity without paying for overnight lodging, and select the method used to determine the attendance.	Predicted: 85	□ Direct Count □ Indirect Count □ Representative Survey □ Informal Survey X Structured Estimate

Methods

Direct Count: Actual count of visitors using methods such as paid admissions or registrations, clicker counts at entry points, vehicle counts or number of chairs filled. A direct count may also include information collected directly from businesses, such as hotels, restaurants or tour guides, likely to be affected by an event.

Indirect Count: Estimate based on information related to the number of visitors such as raffle tickets sold, redeemed discount certificates, brochures handed out, police requirements for crowd control or visual estimates.

Representative Survey: Information collected directly from individual visitors/participants. A representative survey is a highly structured data collection tool, based on a defined random sample of participants, and the results can be reliably projected to the entire population attending an event and includes margin of error and confidence level.

Informal Survey: Information collected directly from individual visitors or participants in a non-random manner that is not representative of all visitors or participants. Informal survey results cannot be projected to the entire visitor population and provide a limited indicator of attendance because not all participants had an equal chance of being included in the survey.

Structured Estimate: Estimate produced by computing known information related to the event or location. For example, one jurisdiction estimated attendance by dividing the square footage of the event area by the international building code allowance for persons (3 square feet).

Actual data will be required with your final reimbursement.

Application Submittal

Submit a PDF or one original signed copy to:

City of Des Moines Lodging Tax Advisory Committee
c/o Bonnie Wilkins
21630 11th Ave S.,
Des Moines, WA 98198
Email: BWilkins@desmoineswa.gov

You must complete and sign the cover sheet with this packet

⇨ **You may use the Supplemental Form or type the questions and answers on separate sheets of paper.**

⇨ **Please number each page in your packet, except for the optional brochures/information.**

General Information

City of Des Moines Lodging Tax Fund Overview

The City's Lodging Tax Fund is the primary source of City funding for activities, operations, and expenditures designed to increase tourism. In any given year, the City may maintain a reserve in the Fund, and will assess on an annual basis how much of the fund to appropriate in a given year.

The Des Moines City Council has created a Lodging Tax Advisory Committee to conduct an annual process to solicit and recommend Lodging Tax funded services for City Council consideration.

HIGH PRIORITY will be given to tourism activities that:

- Have a demonstrated potential or high potential from the Committee's perspective to result in overnight stays by tourists in lodging establishments within the City of Des Moines.
- Promote Des Moines and/or events, activities, and places in the City to potential tourists from outside King County.
- Have demonstrated or high potential from the Committee's perspective to result in documented economic benefit to Des Moines.
- Have a demonstrated history or success in Des Moines, or are proposed by a group with a demonstrated history or high potential of success with similar activities.
- Minimize duplication of services where appropriate and encourage cooperative marketing and/or includes an element of cooperation or partnership.
- Provide, maintain, operate or enhance City-ownedtourism facilities or infrastructure.

State Law Excerpts

RCW 67.28.1816 – Use of Lodging Tax Fund.
Lodging tax revenue under this chapter may be used, directly by any municipality or indirectly through a convention and visitors bureau or destination marketing organization for:

a. Tourism marketing;
b. The marketing and operations of special events and festivals designed to attract tourists;
c. Supporting the operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district created under chapters 35.57 and 36.100 RCW; or
d. Supporting the operations of tourism-related facilities owned or operated by nonprofit organizations described under 26 U.S.C. Sec. 501(c)(3) and 26 U.S.C. Sec. 501(c)(6) or the internal revenue code of 1986, as amended.

RCW 67.28.080 – Definitions.

- "Municipality" means any county, city or town of the state of Washington.
- "Operation" includes, but is not limited to, operation, management, and marketing.
- "Person" means the federal government or any agency thereof, the state or any agency, subdivision, taxing district or municipal corporation thereof other than county, city or town, any private corporation, partnership, association, or individual.
- "Tourism" means economic activity resulting from tourists, which may include sales of overnight lodging, meals, tours, gifts, or souvenirs.
- "Tourism promotion" means activities and expenditures designed to increase tourism, including but not limited to advertising, publicizing, or otherwise distributing information for the purpose of attracting and welcoming tourists; developing strategies to expand tourism; operating tourism promotion agencies; and funding marketing of special events and festivals designed to attract tourists.
- "Tourism-related facility" means real or tangible personal property with a usable life of three or more years, or constructed with volunteer labor, and used to support tourism, performing arts, or to accommodate tourist activities.
- "Tourist" means a person who travels from a place of residence to a different town, city, county, state, or country, for purposes of business, pleasure, recreation, education, arts, heritage, or culture.

Mission Statement: To put on affordable, high quality chess tournaments that provide high level competition to chess players. Our plan is to run one or two tournament each quarter (our summer event was July 11 & 12, and had 54 participants) with a goal of growing our attendance to over 100 players per event, and developing an international chess draw to Des Moines.

Purpose: The intention of our tournaments is to draw chess players (most of whom are children accompanied by family members) from around Washington, Oregon, and British Columbia, creating an influx of commerce in Des Moines as chess players and their families give business to our local restaurants, coffee shops, and hotel.

Primary Objective: To build long-term, mutually beneficial relationships with businesses and community groups in Des Moines, while providing great opportunities for chess players to compete and engage in our community.

Budgeted expenses: All income is generated from entry fees paid by players. We intend to use the Lodging Tax funding toward the cost of the venue rental.

Estimated Expenses:
Cash Prizes to players: $2,650
Online Registration System fee: $60
US Chess Federation fee: $70
Consumables (score sheets, pens, cups, etc): $50
Venue Rental: $1,500
Tables Rental: $400
Event Insurance: $120
Tournament Director fees/expenses: $600

_____
Total expenses: $5,450

City of Des Moines Lodging Tax Advisory Committee
c/o Ed Armijo
21630 11th Ave S., Suite A
Des Moines, WA 98198
Email: EArmijo@desmoineswa.gov

SUBJECT: 2026 Lodging Tax Grant Application — The Des Moines Theater

Dear Members of the Lodging Tax Advisory Committee,

On behalf of The Des Moines Theater, I am pleased to submit our application for the 2026 City of Des Moines Lodging Tax Grant in the amount of $12,000.

These grant funds will directly expand and upgrade our stage lighting and sound installations, fund targeted regional promotional marketing and support the event and advertising staff required to execute our programming. Building upon our existing technical infrastructure, these enhancements will increase our audience experience, elevate production quality, and help establish our venue as a premier regional draw for high-caliber live performances.

Beyond our marquee shows, The Des Moines Theater operates as a year-round community hub. We host local vendor markets, offer free community gatherings, and conduct hands-on workshops in audio engineering and the performing arts. We also provide accessible rehearsal, recording, and event space for local nonprofits, schools, and artists, generating steady foot traffic in downtown Des Moines throughout the year.

By drawing visitors from across the region, our events encourage multi-hour and overnight stays that directly boost business for local restaurants, shops, and overnight lodging accommodations.

Thank you for your time, consideration, and leadership. We look forward to partnering with the City to make our community a vibrant destination for arts, culture, and entertainment.

Sincerely,
Benjamin Anderson
President, The Des Moines Theater
(206) 679-3370
benjamin@thedesmoinestheater.com
thedesmoinestheater.com
22329 Marine View Drive S
Des Moines, WA 98198

2026 Application for Des Moines Lodging Tax Funds

Amount of Lodging Tax Requested: $ 12,000

Organization/Agency Name: The Des Moines Theater			
Federal Tax ID Number: 42-4989778			
Event or Activity Name (if applicable): Technical production setup and equipment installation			
Contact Name and Title: Benjamin Anderson, President			
Mailing Address: 22329 Marine View Drive S	City: Des Moines	State: WA	Zip: 98198
Phone: (206) 679-3370	Email Address: benjamin@thedesmoinestheater.com		
X Non-Profit ☐ For-Profit ☐ Public Agency			

CERTIFICATION

I am an authorized agent of the organization/agency applying for funding. I understand that:

- I am proposing a tourism-related service. If awarded, my organization intends to enter into a Municipal Services Contract with the City.
- The City of Des Moines will only reimburse those costs actually incurred by my organization/agency and only after the service is rendered, paid for if provided by a third party, and a signed Request for Reimbursement form (or other form acceptable to the City) has been submitted to the City, including copies of invoices and payment documentation.
- Funds must be expended within the calendar year.
- Reporting requirements meeting state guidelines outlined in this application must be submitted with final request for reimbursement.

Signature: 	Date: 10-8-2026

Application Overview

Provide us with an overview of your request:
The Des Moines Theater is requesting $12,000 through the 2026 Lodging Tax Grant to purchase critical production infrastructure, execute regional marketing, and fund essential event staffing. Grant funds will upgrade stage lighting, sound equipment, and acoustic treatments, establishing long-term tangible assets (3+ year life) capable of supporting professional, multi-day performing arts and cultural programming. To maximize tourist draw, grant resources will also fund targeted promotional marketing in and outside of King County to attract overnight visitors, supported by dedicated event staff to manage operations. By pairing professional-grade venue infrastructure with active out-of-county promotion, the theater will generate consistent overnight lodging demand and measurable economic impact for local restaurants and businesses in Des Moines.

Attach:

1. Description and itemized budget showing how you intend to use the amount requested from the City of Des Moines (income and expenses).
2. If your agency is a non-profit a copy of your agency's current non-profit corporate registration with the Washington Secretary of State.
3. A copy of your organization's business plan (please limit to not more than two pages) and annual budget.
4. Brochures or other information about your event/activity/facility, in particular items showing recent tourism promotion efforts. (Optional)

This proposal and all documents filed with the City are public records. The City may choose to post on its website copies of the proposals and attached documents.

Tell us who you expect to attract:
We expect to attract regional performing arts enthusiasts, overnight weekend travelers and cultural tourists from outside King County (including Pierce, Snohomish, and Thurston counties, as well as out-of-state visitors arriving via Sea-Tac Airport). Our target audience includes live music fans, theater-goers and families seeking high-caliber cultural events, magic shows and evening entertainment. Because our programming includes weekend showcases and late-evening performances, we anticipate a strong draw of visitors traveling 50+ miles who will utilize Des Moines' overnight lodging options, local dining, and businesses during their visit.

The State of Washington requires an estimate for the following questions below:

As a direct result of your proposed tourism-related service, provide an estimate of:		What method was used to determine attendance in previous years?
a. **Overall Attendance** Enter the total number of people predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 3000 from October 10th to the end of the calendar year	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey X☐ Structured Estimate
b. **Attendance, 50+ Miles** Enter the number of people who traveled greater than 50 miles predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 300 (10%)	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey X☐ Structured Estimate
c. **Attendance, Out of State, Out of Country** Enter the number of people from outside the state and country predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 60 (2%)	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey X☐ Structured Estimate

d. **Attendance, Paid for Overnight Lodging** Enter the number of predicted to attend this activity and pay for overnight lodging, and select the method used to determine the attendance.	Predicted: 30 (1%)	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey X☐ Structured Estimate
e. **Attendance, Did Not Pay for Overnight Lodging** Enter the number of predicted to attend this activity without paying for overnight lodging, and select the method used to determine the attendance.	Predicted: 2970	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey X☐ Structured Estimate

Methods

Direct Count: Actual count of visitors using methods such as paid admissions or registrations, clicker counts at entry points, vehicle counts or number of chairs filled. A direct count may also include information collected directly from businesses, such as hotels, restaurants or tour guides, likely to be affected by an event.

Indirect Count: Estimate based on information related to the number of visitors such as raffle tickets sold, redeemed discount certificates, brochures handed out, police requirements for crowd control or visual estimates.

Representative Survey: Information collected directly from individual visitors/participants. A representative survey is a highly structured data collection tool, based on a defined random sample of participants, and the results can be reliably projected to the entire population attending an event and includes margin of error and confidence level.

Informal Survey: Information collected directly from individual visitors or participants in a non-random manner that is not representative of all visitors or participants. Informal survey results cannot be projected to the entire visitor population and provide a limited indicator of attendance because not all participants had an equal chance of being included in the survey.

Structured Estimate: Estimate produced by computing known information related to the event or location. For example, one jurisdiction estimated attendance by dividing the square footage of the event area by the international building code allowance for persons (3 square feet).

Actual data will be required with your final reimbursement.

Application Submittal

Submit a PDF or one original signed copy to:

City of Des Moines Lodging Tax Advisory Committee
c/o Ed Armijo
21630 11th Ave S., Suite A
Des Moines, WA 98198
Email: EArmijo@desmoineswa.gov

You must complete and sign the cover sheet with this packet

- ⇨ **You may use the Supplemental Form or type the questions and answers on separate sheets of paper.**
- ⇨ **Please number each page in your packet, except for the optional brochures/information.**

General Information

City of Des Moines Lodging Tax Fund Overview

The City's Lodging Tax Fund is the primary source of City funding for activities, operations, and expenditures designed to increase tourism. In any given year, the City may maintain a reserve in the Fund, and will assess on an annual basis how much of the fund to appropriate in a given year.

The Des Moines City Council has created a Lodging Tax Advisory Committee to conduct an annual process to solicit and recommend Lodging Tax funded services for City Council consideration.

HIGH PRIORITY will be given to tourism activities that:

- Have a demonstrated potential or high potential from the Committee's perspective to result in overnight stays by tourists in lodging establishments within the City of Des Moines.
- Promote Des Moines and/or events, activities, and places in the City to potential tourists from outside King County.
- Have demonstrated or high potential from the Committee's perspective to result in documented economic benefit to Des Moines.
- Have a demonstrated history or success in Des Moines, or are proposed by a group with a demonstrated history or high potential of success with similar activities.
- Minimize duplication of services where appropriate and encourage cooperative marketing and/or includes an element of cooperation or partnership.
- Provide, maintain, operate or enhance City-owned tourism facilities or infrastructure.

State Law Excerpts

RCW 67.28.1816 – Use of Lodging Tax Fund.

Lodging tax revenue under this chapter may be used, directly by any municipality or indirectly through a convention and visitors bureau or destination marketing organization for:

- Tourism marketing;
- The marketing and operations of special events and festivals designed to attract tourists;
- Supporting the operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district created under chapters 35.57 and 36.100 RCW; or
- Supporting the operations of tourism-related facilities owned or operated by nonprofit organizations described under 26 U.S.C. Sec. 501(c)(3) and 26 U.S.C. Sec. 501(c)(6) or the internal revenue code of 1986, as amended.

RCW 67.28.080 – Definitions.

- "Municipality" means any county, city or town of the state of Washington.
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- "Person" means the federal government or any agency thereof, the state or any agency, subdivision, taxing district or municipal corporation thereof other than county, city or town, any private corporation, partnership, association, or individual.
- "Tourism" means economic activity resulting from tourists, which may include sales of overnight lodging, meals, tours, gifts, or souvenirs.
- "Tourism promotion" means activities and expenditures designed to increase tourism, including but not limited to advertising, publicizing, or otherwise distributing information for the purpose of attracting and welcoming tourists; developing strategies to expand tourism; operating tourism promotion agencies; and funding marketing of special events and festivals designed to attract tourists.
- "Tourism-related facility" means real or tangible personal property with a usable life of three or more years, or constructed with volunteer labor, and used to support tourism, performing arts, or to accommodate tourist activities.
- "Tourist" means a person who travels from a place of residence to a different town, city, county, state, or country, for purposes of business, pleasure, recreation, education, arts, heritage, or culture.

ADDENDUM 1: PROJECT DESCRIPTION & ITEMIZED GRANT BUDGET

Applicant Organization: The Des Moines Theater
Grant Program: 2026 City of Des Moines Lodging Tax Grant
Total Request Amount: $12,000

PROJECT DESCRIPTION

The Des Moines Theater is requesting **$12,000** through the 2026 Lodging Tax Grant to support three interconnected project pillars, Production Infrastructure Equipment, Out-of-County Marketing and Event Operations, designed to maximize tourist attendance, increase overnight hotel stays and drive economic activity in downtown Des Moines.

1. Production Infrastructure Equipment ($9,000)

To establish the theater as a competitive regional venue capable of hosting multi-day concerts, theatrical productions, and cultural showcases, grant funding will support essential production infrastructure upgrades:

- **Acoustic Treatments ($4,135.82):** Installing acoustic panels and sound dampening to ensure professional audio quality across live music, theater, and film screenings.
- **Stage Lighting Systems ($3,179.00):** Upgrading stage lighting fixtures and controls to meet modern performance standards.
- **Lighting Truss Structure ($1,360.00):** Installing essential structural trussing to safely overhead-mount stage lights and production hardware.
- **Lighting Accessories & Hardware ($400.00):**** Cabling, DMX controllers, safety cables, and mounting hardware necessary for full system integration.

Compliance Note: Eligible under RCW 67.28.080 as *tangible personal property with a usable life of 3+ years* used to support performing arts and tourism.

2. Tourism Promotion & Out-of-County Marketing ($1,000)

To attract visitors beyond local boundaries, $1,000 will be dedicated to targeted tourism marketing outside King County:

- **Regional Digital & Social Media Campaigns:** Geo-targeted advertising campaigns reaching prospective art and music patrons residing 50+ miles away (focusing on Pierce, Snohomish, Kitsap, and Thurston counties).
- **Regional Media & Event Listings:** Promotional placements highlighting weekend event series, festivals, and evening showcases to encourage multi-day visits and overnight lodging stays in Des Moines.

Compliance Note: Eligible under RCW 67.28.1816 & 080 for *tourism promotion and advertising targeted outside King County / 50+ miles*.

3. Event Staffing & Technical Operations ($2,000)

To ensure seamless execution, effective promotional outreach, and high-quality visitor experiences during funded regional events, $2,000 will cover key operational staffing roles:

- **Production Manager & Technical Crew:** Lead Production Manager to coordinate stage logistics, audio/lighting setup, and show execution, supported by audio and lighting technicians.
- **Advertising Staff, Front-of-House & Security:** On-site advertising and promotional staff managing campaign execution and outreach, alongside front-of-house, usher, box office, and security personnel managing guest services.

Compliance Note: Eligible under RCW 67.28.1816 as *operations/management directly tied to running tourism-related events and facility operations*.

ITEMIZED PROJECT BUDGET (INCOME & EXPENSES)

Income Breakdown

Income Source	Amount	Source Type / Status
City of Des Moines Lodging Tax Grant	**$12,000**	**Requested**
Organization Earned Revenue (Ticket Sales & Concessions)	**$15,000**	**Projected (Matching/Co-Funding)**
TOTAL PROJECT INCOME	**$27,000**	

Expense Breakdown (Lodging Tax Grant Allocation)

Category & Line Item	Detailed Itemization	Total Line Item Cost	Requested Grant Funds	Compliance Category (RCW 67.28)
1. PRODUCTION INFRASTRUCTURE (Tangible Property - 3+ Year Life)				
Acoustic Panels	**Permanent acoustic panels & sound treatment**	**$4,135.82**	**$4,135.82**	**Tangible Personal Property**
Stage Lights	**Professional stage lighting fixtures & LED displays**	**$3,179.00**	**$3,104.18**	**Tangible Personal Property**
Lighting Truss	**Overhead aluminum trussing & mounting system**	**$1,360.00**	**$1,360.00**	**Tangible Personal Property**
Lighting Accessories	**DMX cabling, brackets, safety cables, & power**	**$400.00**	**$400.00**	**Tangible Personal Property**
Subtotal Infrastructure Equipment		**$9,074.82**	**$9,000.00**	
2. TOURISM MARKETING & PROMOTION (Tourism Promotion / Advertising)				
Out-of-County Digital Ads	**Campaigns targeting 50+ miles away (outside King County)**	**$700.00**	**$700.00**	**Tourism Promotion**

Category & Line Item	Detailed Itemization	Total Line Item Cost	Requested Grant Funds	Compliance Category (RCW 67.28)
Regional Media Listings	South Puget Sound print & digital event promotional listings	$300.00	$300.00	Tourism Promotion
Subtotal Marketing & Promotion		$1,000.00	$1,000.00	
3. EVENT STAFFING & OPERATIONS (Facility & Event Operations)				
Production Manager & Technical Crew	Lead Production Manager & technical audio/lighting operators	$1,200.00	$1,200.00	Operations
Advertising Staff, FOH & Security	Advertising/promotions staff, front-of-house, & event security	$800.00	$800.00	Operations
Subtotal Event Staffing		$2,000.00	$2,000.00	
TOTAL GRANT EXPENSES		$12,074.82	$12,000.00	Fully Reimbursable Grant Allocation

ADDENDUM 2: NONPROFIT REGISTRATION - STATE OF WASHINGTON

UNITED STATES OF AMERICA

The State of Washington

Secretary of State

I, STEVE R. HOBBS, Secretary of State of the State of Washington and custodian of its seal, hereby issue this

ARTICLES OF INCORPORATION

to

THE DES MOINES THEATER

A **WA NONPROFIT CORPORATION**, effective on the date indicated below.

Effective Date: 09/22/2026
UBI Number: 606 296 033

Given under my hand and the Seal of the State of Washington at Olympia, the State Capital

Steve R. Hobbs, Secretary of State

Date Issued: 09/22/2026

ADDENDUM 3: BUSINESS PLAN AND ANNUAL BUDGET

THE DES MOINES THEATER

Annual Business Plan (Launch Year / Year 2)
A Washington 501(c)(3) Nonprofit Arts & Cultural Organization
Location: Des Moines, King County, WA | **Governance:** Nonmembership Corporation

1. EXECUTIVE SUMMARY & MISSION

The Des Moines Theater is a nonprofit arts, entertainment, and educational organization located in Des Moines, Washington. Organized under RCW 24.03A, the Theater serves as a cultural anchor for South King County.

Core Purpose (Bylaws Article II)

- **Present & Produce:** Host diverse live and recorded artistic and cultural programs, including concerts, theater, dance, film, magic, and festivals.
- **Educate & Empower:** Conduct classes, workshops, internships, and technical training in audio engineering, media production, and performing arts.
- **Community Access:** Provide free, subsidized, or below-market performance and meeting space to local nonprofits, school groups, artists, and civic groups.
- **Infrastructure Maintenance:** Acquire, operate, and maintain production infrastructure, including stage lighting, sound systems, and acoustic treatments.

Year 2 Launch Targets

During Year 2, the Theater officially launches full-scale operations, projecting **$640,500** in total revenue and **$602,620** in total expenses, yielding an operating surplus of **$37,880**.

2. GOVERNANCE & ORGANIZATIONAL STRUCTURE

Governance Framework

5. **Board of Directors:** Consists of 3 to 15 directors serving staggered 2-year terms. Governs all corporate powers and financial decisions.
6. **Officers:** President, Vice President, Secretary, and Treasurer elected annually. The President and Secretary roles cannot be held by the same person.
7. **Nonmembership Model:** Statutory voting rights belong solely to the Board. Non-governing affiliate groups (e.g., "Friends of the Theater," volunteers, donors) may be created.
8. **Compliance Policies:** Strict conflict-of-interest guidelines are maintained (Article VIII), prohibiting private inurement and board/officer loans.

Executive & Operational Staffing

- **Executive Director / Operations Manager:** Appointed by the Board to manage daily facility operations, rentals, educational programs, and community outreach (non-voting advisory capacity on the Board).
- **Technical & Event Personnel:** Production Manager, audio/lighting engineers, box office, security, bar staff, and custodial crew.

3. PROGRAMMING & OPERATIONAL SERVICES

- **Live Performing Arts:** Multi-genre live music, theater, comedy, dance, and film series designed to attract both local residents and regional tourists traveling 50+ miles.
- **Educational Workshops:** Hands-on training programs in live sound engineering, stage management, and media production.
- **Facility Rentals:** Accessible venue space provided to community groups, civic organizations, and local schools.
- **Concessions & Hospitality:** Beverage and merchandise services offered during live performances to generate auxiliary earned income.

4. YEAR 2 FINANCIAL OPERATING PLAN

Annual Revenue & Expense Budget

Category / Line Item	Year 2 Budget	% of Total	Operational Description
REVENUE			
Program Service Revenue	$500,000	78.1%	Ticket sales, workshops, and community event facility rentals
Gifts, Grants, & Contributions	$110,000	17.2%	Individual donors, corporate sponsorships, and municipal/arts grants
Membership Fees	$15,000	2.3%	Season passes and patron club membership tiers
Net Concessions & Goods Sales	$15,000	2.3%	Net income from food, beverage, and merchandise sales
Gross Investment Income	$500	0.1%	Interest earned on operating reserves
TOTAL YEAR 2 REVENUE	**$640,500**	**100.0%**	
EXPENSES			
Occupancy Expenses	$229,620	38.1%	Rent ($17,360/mo), NNN, utilities, insurance ($700/mo)
Salaries & Wages (Production & Crew)	$138,000	22.9%	Production Manager, box office, tech crew, event/bar staff

Category / Line Item	Year 2 Budget	% of Total	Operational Description
Programmatic Expenses	$115,000	19.1%	Artist fees, licensing/royalties, sound/lighting, stage supplies
Officer & Key Employee Compensation	$78,000	12.9%	Executive Director / Operations Manager ($6,500/mo)
Professional Fees & Admin	$42,000	7.0%	Bookkeeping/legal ($1k/mo), marketing ($2k/mo), ticketing, supplies
TOTAL YEAR 2 EXPENSES	**$602,620**	**100.0%**	
NET OPERATING SURPLUS	**+$37,880**	**5.9% Margin**	**Retained as operating reserve**

Baseline Monthly Operating Budget Breakdown

Item	Monthly Cost	Annualized	Notes
Rent / NNN	$17,360	$208,320	Facility lease
Executive Salary	$6,500	$78,000	Executive Director
Admin Salaries	$3,400	$40,800	Marketing & office staff
Marketing & Advertising	$2,000	$24,000	Regional tourism promotion
Bookkeeping / Accounting	$1,000	$12,000	Legal & accounting compliance
Insurance	$700	$8,400	Commercial & liability coverage
Utilities & Internet	$575	$6,900	Power, water, fiber internet
Technical Crew (Hourly)	$3,600	$43,200	Per-event production staff (~4.5 events/mo)
Event Staff (Hourly)	$2,250	$27,000	Door, usher, and security staff

Item	Monthly Cost	Annualized	Notes
Bar Staff (Hourly)	$1,350	$16,200	Bartenders and service staff
Cleaning & Maintenance	$1,400	$16,800	Base cleaning ($500) + per-event cleaning ($200)
TOTAL MONTHLY OPERATING BASE	**$40,135**	**$481,620**	**Core annual baseline threshold**

Event Yield & Variable Staffing Matrix

Show Capacity Tier	Attendance Target	Ticket Price	Gross Event Revenue	Door Staff	Bar Staff	Tech Staff
Micro / Local Showcase	100	$20	$2,000	0	1	0
Mid-Tier Event	300	$20	$6,000	1	2	1
Large Headliner	500	$25	$12,500	4	3	2
Major Anchor Event	700	$30	$21,000	5	4	3

ADDENDUM 4: PROMOTIONAL MATERIALS

DIGITAL PRESENCE & ONLINE PLATFORMS

The Des Moines Theater maintains an active online presence designed to reach both local community members and prospective regional tourists traveling 50+ miles:

- **Official Website:** https://www.thedesmoinestheater.com
- **Facebook Page:** https://www.facebook.com/p/The-Des-Moines-Theater-61593621797982/
- **Instagram Profile:** https://www.instagram.com/thedesmoinestheater/

REGIONAL TOURISM PROMOTION EFFORTS

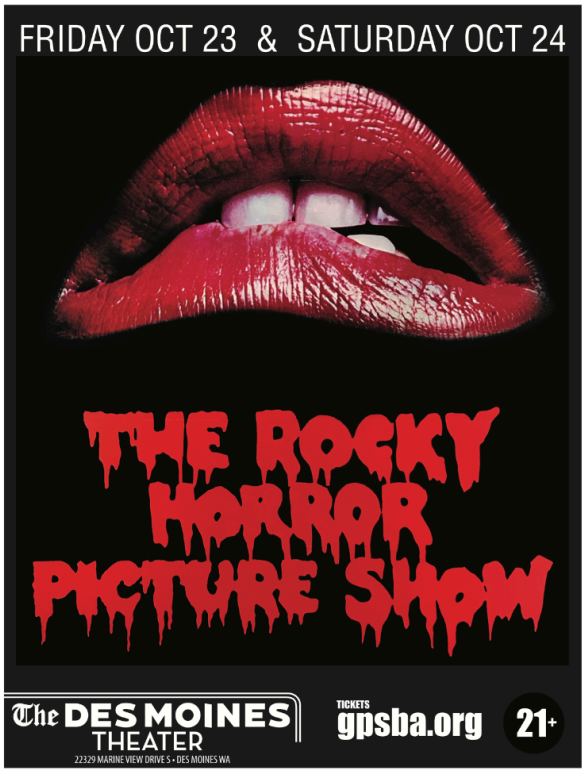
To demonstrate compliance with City of Des Moines high-priority funding criteria (attracting visitors outside King County and driving overnight stays), our promotional strategy includes:

- **Geo-Targeted Social Media Advertising:**
  Digital ad campaigns specifically targeted to arts, community events and music fans residing in **Pierce, Snohomish, Thurston, and Kitsap counties**, as well as Portland/Vancouver metro areas.
- **Regional Event Calendar Submissions:**
  Submitting to regional event hubs, including Explore Seattle Southside, Destination Des Moines, *Visit Seattle*, *South King County Tourism*, *The Stranger Event Calendar*, *Seattle Times Weekend Guide*, The Waterland Blog and local South Sound community boards.

EXAMPLE PROMOTIONAL FLYERS









2026 Application for Des Moines Lodging Tax Funds

Amount of Lodging Tax Requested: $56,234.10

Organization/Agency Name: City of Des Moines, Washington Parks and Recreation (Community Enrichment Services)			
Federal Tax ID Number: [City EIN — please insert] 91-6016496			
Event or Activity Name (if applicable): Winter Waterland— 4th of Dec 2026			
Contact Name and Title: [Authorized Contact Name & Title] Kyle Ehlers, CES Program Supervisor II			
Mailing Address: 21630 11th Ave S.	City: Des Moines	State: WA	Zip: 98198
Phone: [Contact Phone Number] 206.870.6528	Email Address: [Contact Email] kehlers@desmoineswa. gov		
☐ Non-Profit ☐ For-Profit ☑ Public Agency			

CERTIFICATION

I am an authorized agent of the organization/agency applying for funding. I understand that:

- I am proposing a tourism-related service. If awarded, my organization intends to enter into a Municipal Services Contract with the City.
- The City of Des Moines will only reimburse those costs actually incurred by my organization/agency and only after the service is rendered, paid for if provided by a third party, and a signed Request for Reimbursement form (or other form acceptable to the City) has been submitted to the City, including copies of invoices and payment documentation.
- Funds must be expended within the calendar year.
- Reporting requirements meeting state guidelines outlined in this application must be submitted with final request for reimbursement.

Signature:	Date:
Adrienne Johnson-Newton	10.13.2026

Application Overview

Provide us with an overview of your request: The Annual Des Moines Tree Lighting will take place on Friday, December 4, 2026, at the Marina Steps. The event features Santa's arrival by boat, a holiday market, live music and performances, seasonal entertainment, family activities, food vendors, and visits with Santa and other holiday characters. Set against the Des Moines waterfront, the celebration kicks off a month of seasonal activities, attracting visitors from surrounding communities, encouraging them to explore the Marina, and supporting nearby restaurants and businesses. The event also provides an opportunity to showcase the Marina Steps, one of the City's largest capital investments, as it nears completion. With neighboring Normandy Park reporting approximately 3,000 attendees at its annual holiday celebration, Des Moines has an opportunity to build on regional interest in these events by offering a unique waterfront setting and encouraging visitors to return throughout the year. The 2026 request includes a one-time investment in a (44)-foot commercial Christmas tree with LED lighting, ornaments, and a (5)-foot illuminated topper, totaling $126,503.77. Located at the Marina Steps, the tree will serve as a seasonal attraction benefiting the broader Marina area throughout the holiday season. The purchase will be supported through shared funding, including Lodging Tax funds, recognizing its role in drawing visitors to the waterfront beyond the Tree Lighting event itself. The tree will be reused in future years, making this a one-time purchase rather than a recurring annual expense. Future Lodging Tax requests are expected to be significantly lower and focused on annual event costs, including entertainment, marketing, vendors, and supplies. Staff costs are not included.

Total 2026 Lodging Tax funding request: $56,234.10.

Attach:
1. Description and itemized budget showing how you intend to use the amount requested from the City of Des Moines (income and expenses).
2. If your agency is a non-profit a copy of your agency's current non-profit corporate registration with the Washington Secretary of State.
3. A copy of your organization's business plan (please limit to not more than two pages) and annual budget.
4. Brochures or other information about your event/activity/facility, in particular items showing recent tourism promotion efforts. (Optional)

This proposal and all documents filed with the City are public records. The City may choose to post on its website copies of the proposals and attached documents.

Tell us who you expect to attract:
The Tree Lighting is designed to attract Des Moines residents and visitors from throughout South King County and the greater Puget Sound region, particularly families and individuals seeking holiday activities, seasonal entertainment, and a unique waterfront experience.

The combination of the Christmas Market, live entertainment, family activities, Santa's arrival by boat, and the lighting of the community tree offers an opportunity to draw visitors who may not otherwise visit the Des Moines Marina. As the kickoff to a month of holiday activities, the event also encourages visitors to explore nearby restaurants and businesses and return to the waterfront throughout the holiday season.

The State of Washington requires an estimate for the following questions below:

As a direct result of your proposed tourism-related service, provide an estimate of:	What method was used to determine attendance in previous years?

a. **Overall Attendance** Enter the total number of people predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 2,000	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☑ Structured Estimate
b. **Attendance, 50+ Miles** Enter the number of people who traveled greater than 50 miles predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 75	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☑ Structured Estimate
c. **Attendance, Out of State, Out of Country** Enter the number of people from outside the state and country predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 15	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☑ Structured Estimate
d. **Attendance, Paid for Overnight Lodging** Enter the number of predicted to attend this activity and pay for overnight lodging, and select the method used to determine the attendance.	Predicted: 10	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☑ Structured Estimate
e. **Attendance, Did Not Pay for Overnight Lodging** Enter the number of predicted to attend this activity without paying for overnight lodging, and select the method used to determine the attendance.	Predicted: 1,990	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☑ Structured Estimate

Methods

Direct Count: Actual count of visitors using methods such as paid admissions or registrations, clicker counts at entry points, vehicle counts or number of chairs filled. A direct count may also include information collected directly from businesses, such as hotels, restaurants or tour guides, likely to be affected by an event.

Indirect Count: Estimate based on information related to the number of visitors such as raffle tickets sold, redeemed discount certificates, brochures handed out, police requirements for crowd control or visual estimates.

Representative Survey: Information collected directly from individual visitors/participants. A representative survey is a highly structured data collection tool, based on a defined random sample of participants, and the results can be reliably projected to the entire population attending an event and includes margin of error and confidence level.

Informal Survey: Information collected directly from individual visitors or participants in a non-random manner that is not representative of all visitors or participants. Informal survey results cannot be projected to the entire visitor population and provide a limited indicator of attendance because not all participants had an equal chance of being included in the survey.

Structured Estimate: Estimate produced by computing known information related to the event or location. For example, one jurisdiction estimated attendance by dividing the square footage of the event area by the international building code allowance for persons (3 square feet).

Actual data will be required with your final reimbursement.

Application Submittal

Submit a PDF or one original signed copy to:

City of Des Moines Lodging Tax Advisory Committee
c/o Ed Armijo
21630 11th Ave S.,
Des Moines, WA 98198
Email: EArmijo@desmoineswa.gov

You must complete and sign the cover sheet with this packet

- ⇨ **You may use the Supplemental Form or type the questions and answers on separate sheets of paper.**
- ⇨ **Please number each page in your packet, except for the optional brochures/information.**

General Information

City of Des Moines Lodging Tax Fund Overview

The City's Lodging Tax Fund is the primary source of City funding for activities, operations, and expenditures designed to increase tourism. In any given year, the City may maintain a reserve in the Fund, and will assess on an annual basis how much of the fund to appropriate in a given year.

The Des Moines City Council has created a Lodging Tax Advisory Committee to conduct an annual process to solicit and recommend Lodging Tax funded services for City Council consideration.

HIGH PRIORITY will be given to tourism activities that:

- Have a demonstrated potential or high potential from the Committee's perspective to result in overnight stays by tourists in lodging establishments within the City of Des Moines.
- Promote Des Moines and/or events, activities, and places in the City to potential tourists from outside King County.
- Have demonstrated or high potential from the Committee's perspective to result in documented economic benefit to Des Moines.

- Have a demonstrated history or success in Des Moines, or are proposed by a group with a demonstrated history or high potential of success with similar activities.

- Minimize duplication of services where appropriate and encourage cooperative marketing and/or includes an element of cooperation or partnership.

- Provide, maintain, operate or enhance City-owned tourism facilities or infrastructure.

State Law Excerpts

RCW 67.28.1816 – Use of Lodging Tax Fund.

Lodging tax revenue under this chapter may be used, directly by any municipality or indirectly through a convention and visitors bureau or destination marketing organization for:

a. Tourism marketing;
b. The marketing and operations of special events and festivals designed to attract tourists;
c. Supporting the operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district created under chapters 35.57 and 36.100 RCW; or
d. Supporting the operations of tourism-related facilities owned or operated by nonprofit organizations described under 26 U.S.C. Sec. 501(c)(3) and 26 U.S.C. Sec. 501(c)(6) or the internal revenue code of 1986, as amended.

RCW 67.28.080 – Definitions.

- "Municipality" means any county, city or town of the state of Washington.
- "Operation" includes, but is not limited to, operation, management, and marketing.
- "Person" means the federal government or any agency thereof, the state or any agency, subdivision, taxing district or municipal corporation thereof other than county, city or town, any private corporation, partnership, association, or individual.
- "Tourism" means economic activity resulting from tourists, which may include sales of overnight lodging, meals, tours, gifts, or souvenirs.
- "Tourism promotion" means activities and expenditures designed to increase tourism, including but not limited to advertising, publicizing, or otherwise distributing information for the purpose of attracting and welcoming tourists; developing strategies to expand tourism; operating tourism promotion agencies; and funding marketing of special events and festivals designed to attract tourists.
- "Tourism-related facility" means real or tangible personal property with a usable life of three or more years, or constructed with volunteer labor, and used to support tourism, performing arts, or to accommodate tourist activities.
- "Tourist" means a person who travels from a place of residence to a different town, city, county, state, or country, for purposes of business, pleasure, recreation, education, arts, heritage, or culture.

Des Moines
WATERLAND CITY

WINTER WATERLAND

2026 Tree Lighting — **EVENT AT A GLANCE**

Event Name	Winter Waterland — Annual Des Moines Tree Lighting
Date	Friday, December 4, 2026
Location	Marina Steps, Des Moines Marina
Organizer	City of Des Moines — Parks and Recreation (Community Enrichment Services)
Expected Attendance	2,000 (structured estimate)
Lodging Tax Funding Request	$56,234.10

PURPOSE & TOURISM VALUE

Winter Waterland expands the annual Des Moines Tree Lighting into a waterfront holiday celebration featuring a larger commercial tree, a planned Christmas Market, seasonal entertainment, and family activities. The event is intended to attract visitors from South King County and the greater Puget Sound region, encourage visits to nearby restaurants and businesses, and introduce visitors to the Marina as a destination for future visits.

The (44)-foot holiday tree will be installed at the Marina Steps, near completion of one of the City's largest capital projects. Although located at the Steps, the display is intended to benefit the broader Marina area throughout the holiday season. Neighboring Normandy Park reports approximately 3,000 attendees at its annual holiday celebration, offering a comparison for the City's 2,000-attendee planning estimate.

The commercial tree is intended for reuse in future years. The worksheet includes a $40,000.00 tree expense and notes a split between Lodging Tax and other enterprise funding.

EVENT PROGRAMMING

- Santa's arrival by boat and ceremonial lighting of the community tree
- Planned holiday market and approximately(3–4) food trucks
- Live performances, including local choirs and Dickens carolers
- Santa photos, holiday characters, and family arts and crafts
- Additional entertainment and seasonal attractions throughout the Marina area

OPERATIONS & MANAGEMENT

CES will coordinate event logistics, performers, equipment rentals, marketing, visitor information, and day-of operations. Planned support includes performer tents, sound, light towers, event and parking signage, and promotion through print, digital, and community channels. Some attractions and vendors remain in coordination.

BUDGET SUMMARY

Staffing/Labor (Fully Loaded)	$2,234.10
Performers	$4,500.00
Rentals	$5,500.00
Total Contracted Services	$10,000.00
Marketing/Communications	$1,000.00
Supplies/Materials - TREE	$40,000.00
Other Expenses misc.	$3,000.00
Total Other Expenses	$44,000.00
TOTAL Expenses Estimate (Gross Cost)	$56,234.10
TOTAL Estimated Revenue	$0.00
NET PROFIT/LOSS	($56,234.10)

Lodging Tax funding request: $56,234.10.

City Council
AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: **2027 Property Tax Levy - 2nd Reading**

ATTACHMENTS:
1. Draft Ordinance No. 26-106
2. Draft Ordinance No. 26-107
3. 2027 Property Tax PowerPoint

FOR AGENDA OF:
November 12, 2026

DEPT OF ORIGIN:
Finance

DATE SUBMITTED:
October 30, 2026

CLEARANCES:

Purpose and Recommendation

The purpose of this agenda item is to hold the second reading of two draft ordinances that set the City's 2027 property tax levy. The first reading was held during a public hearing at the regular City Council meeting on October 29, 2026.

RCW 84.52.020 requires taxing districts to certify the amount to be raised through property taxes to the county legislative authority. The certification includes the regular levy amount, any voter-approved levy lid lifts, and amounts for new construction, improvements to property, and other allowable additions. Draft Ordinance No. 26-106 satisfies the requirements of RCW 84.52.020.

RCW 84.55.120 requires taxing districts to adopt a resolution or ordinance before they can increase their regular property tax levy. The requirement does not apply to increases from new construction, improvements to property, increases in the value of state-assessed property, annexations, and refunds. Draft Ordinance No. 26-107 satisfies the requirements of RCW 84.55.120.

Motion 1: "I move to adopt Draft Ordinance No. 26-106, determining the amount of funds to be raised by ad valorem taxes for the year 2027 for general City expenditures."

Motion 2: “I move to adopt Draft Ordinance No. 26-107, authorizing an increase in ad valorem taxes for the year 2027 for general City expenditures.”

Strategic Plan Priority

Financial Stability

Background

The City Council must adopt the 2027 property tax levy, and the City must certify it to King County, on or before November 30, 2026 (RCW 84.52.020 and RCW 84.52.070).

Discussion

The estimated 2027 property tax levy rate is $0.9077 per $1,000 of assessed value, up from $0.8618 in 2026. This rate is below the City’s statutory maximum of $2.35 per $1,000 of assessed value.

The preliminary citywide assessed value for the 2027 tax roll is $6,724,745,676, compared to $6,868,559,912 for 2026, a decrease of 2.1 percent. Because the levy amount is increasing while the assessed value is decreasing, the levy rate per $1,000 rises.

The proposed 2027 property tax levy includes the following components:

- **One percent limit factor increase:** $58,364
- **New construction levy:** $59,512
- **Refunds:** $150,000

The total 2027 levy amount is $6,104,288. The final levy approved by King County may be slightly lower, because the County adjusts values when it finalizes the tax roll late in the year.

Recommendation

Staff recommends the City Council adopt Draft Ordinance No. 26-106, determining the amount of funds to be raised by ad valorem taxes for the year 2027 for general City expenditures, and Draft Ordinance No. 26-107, authorizing the increase in ad valorem taxes for the year 2027 for general City expenditures.

CITY ATTORNEY'S FIRST DRAFT 10/13/2026

DRAFT ORDINANCE NO. 26-106

AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON determining and fixing the amount of taxes levied, and certifying the estimated amounts of funds to be raised by taxes on the assessed valuation of property within the City for the year 2027, the first year of the City of Des Moines' 2027-2028 fiscal biennium, for general City budget expenditures.

WHEREAS, by law, the King County Assessor is responsible for determining the assessed valuation of all taxable property situated within the boundaries of the City of Des Moines for the year 2027, and

WHEREAS, the City Council and the City Manager have considered the anticipated budget requirements of the City of Des Moines for the 2027-2028 fiscal biennium, and

WHEREAS, notice of public hearing was provided as required by law, and

WHEREAS, RCW 84.52.010 allows the City to use any unused capacity from the authorized levy amounts of the King County Library District and South King Fire and Rescue, and

WHEREAS, the City Council, after hearing and after duly considering all relevant evidence and testimony presented, determined that the City of Des Moines requires a total levy in an amount not greater than $6,104,288, in order to discharge the expected expenses and obligations of the City and in its best interest, and

WHEREAS, pursuant to chapter 84.52 RCW, the City Council is required to determine and fix by ordinance the amount of taxes levied, and to certify the estimated amounts of funds to be raised by taxes on the assessed valuation of property within the City; now therefore,

THE CITY COUNCIL OF THE CITY OF DES MOINES ORDAINS AS FOLLOWS:

Sec. 1. Findings. The recitals set forth above are adopted in full as findings of the City Council in support of enactment of this Ordinance.

Sec. 2. The following amount is determined and fixed as the amount of funds to be raised by taxes on the assessed valuation of property within the City for the year 2027 for general City budget expenditures: an amount not to exceed $6,104,288.

Sec. 3. The actual amounts levied pursuant to section 2 of this Ordinance shall be calculated after the value of state-assessed property (increase in utility value) is provided by King County.

Sec. 4. Upon adoption, the City Clerk shall certify and forward a copy of this Ordinance to the Metropolitan King County Council and County Assessor for King County, Washington.

Sec. 5. Severability - Construction.

(1) If a section, subsection, paragraph, sentence, clause, or phrase of this Ordinance is declared unconstitutional or invalid for any reason by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

(2) If the provisions of this Ordinance are found to be inconsistent with other provisions of the Des Moines Municipal Code, this Ordinance is deemed to control.

Sec. 6. Effective date. This Ordinance shall take effect in full force five (5) days after its passage, approval and publication according to law.

PASSED BY a majority of the City Council of the City of Des Moines this ___ day of _____, 2026 and signed in authentication thereof this ___ day of _____, 2026.

_____
M A Y O R

APPROVED AS TO FORM:

_____
City Attorney

ATTEST:

_____
City Clerk

Published: _____

CITY ATTORNEY'S FIRST DRAFT 10/13/2026

DRAFT ORDINANCE NO. 26-107

AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON authorizing an increase in the regular property tax levy for the year 2027 for general City expenditures.

WHEREAS, the City Council and the City Manager of the City of Des Moines has met and considered its budget for the 2027 - 2028 fiscal biennium, and

WHEREAS, the City Council, of the City of Des Moines after hearing and after duly considering all relevant evidence and testimony presented, determined that the City of Des Moines requires a regular levy in the amount of $6,104,288 which includes a $267,876 increase in property tax revenue from the previous year, and amounts resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, and amounts authorized by law as a result of any annexations that have occurred and refunds made, in order to discharge the expected expense and obligations of the City and in its best interest, and

WHEREAS, pursuant to RCW 84.55.120 the City Council is required to adopt a separate ordinance specifically authorizing an increase in the regular property tax levy in terms of both dollars and percentage increase from the previous year's levy; now therefore,

THE CITY COUNCIL OF THE CITY OF DES MOINES ORDAINS AS FOLLOWS:

Sec. 1. Consistent with RCW 84.55.120, the City Council of the City of Des Moines finds that an increase in the regular property tax levy is hereby authorized for the 2027 levy in the amount of $58,364 which is a percentage increase of 1.00% from the previous year. This increase is exclusive of additional revenue resulting from the addition of new construction and improvements to property and any increase in the value of state assessed property, and any additional amounts resulting from any annexations that have occurred and refunds made.

Sec. 2. The actual amounts levied pursuant to the 1.00% increase set forth in section 1 of the Ordinance shall be calculated after the value of state-assessed property (increase in utility value) is provided by King County.

Sec. 3. Upon adoption, the City Clerk shall certify and forward a copy of this Ordinance to the Metropolitan King County Council and County Assessor for King County, Washington.

Sec. 4. Severability - Construction.

(1) If a section, subsection, paragraph, sentence, clause, or phrase of this Ordinance is declared unconstitutional or invalid for any reason by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

(2) If the provisions of this Ordinance are found to be inconsistent with other provisions of the Des Moines Municipal Code, this Ordinance is deemed to control.

Sec. 5. Effective date. This Ordinance shall take effect in full force five (5) days after its passage, approval and publication according to law.

PASSED BY a majority of the City Council of the City of Des Moines this ___ day of _____, 2026 and signed in authentication thereof this ___ day of _____, 2026.

_____
M A Y O R

APPROVED AS TO FORM:

_____
City Attorney

ATTEST:

_____
City Clerk

Published: _____



Des Moines
WATERLAND CITY

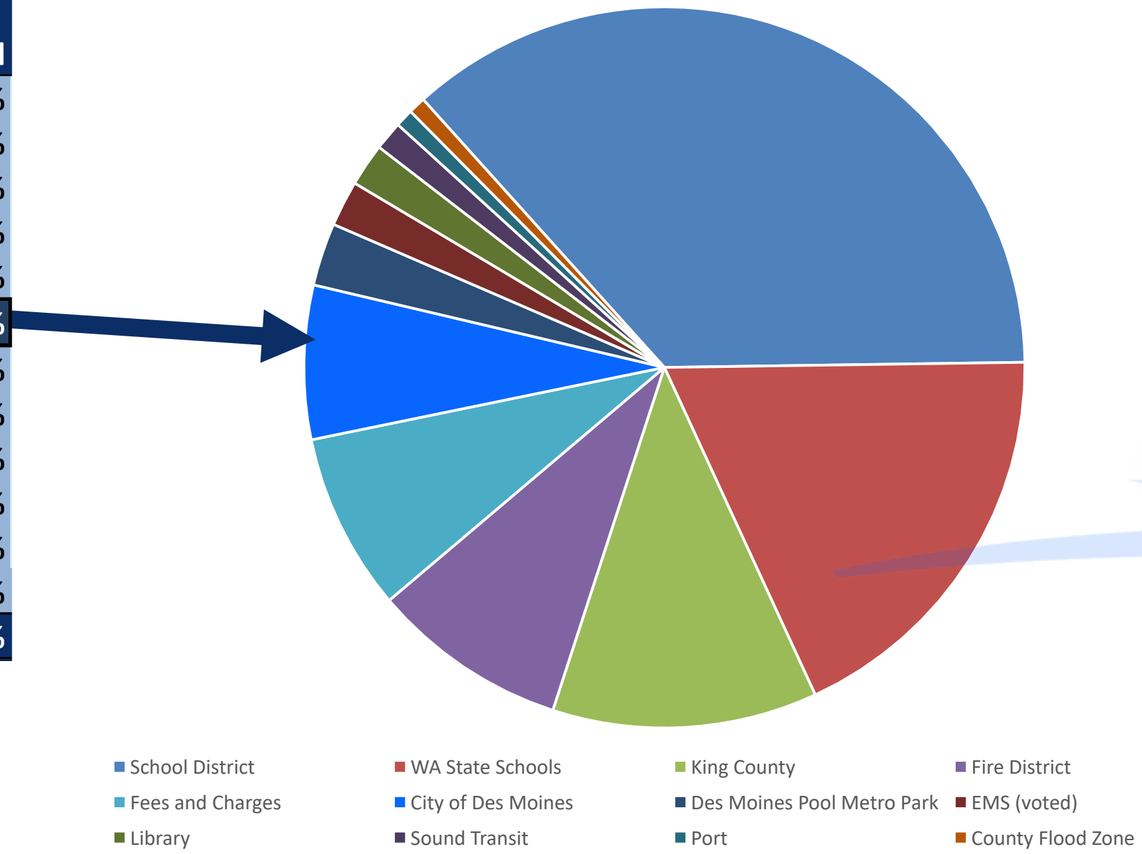
2027 Property Tax Levy

2nd Reading

November 12, 2026

2027 Property Tax Levy

Assessed Property Value = $641,000		
Taxing Authority	2026 Levy	% of Total
School District	$ 2,862.55	36.44%
WA State Schools	$ 1,441.99	18.36%
King County	$ 933.57	11.88%
Fire District	$ 692.27	8.81%
Fees and Charges	$ 625.51	7.96%
City of Des Moines	$ 541.64	6.89%
Des Moines Pool Metro Park	$ 221.38	2.82%
EMS (voted)	$ 160.88	2.05%
Library	$ 150.85	1.92%
Sound Transit	$ 101.70	1.29%
Port	$ 63.31	0.81%
County Flood Zone	$ 60.37	0.77%
	$ 7,856.02	100.00%



Des Moines
WATERLAND CITY

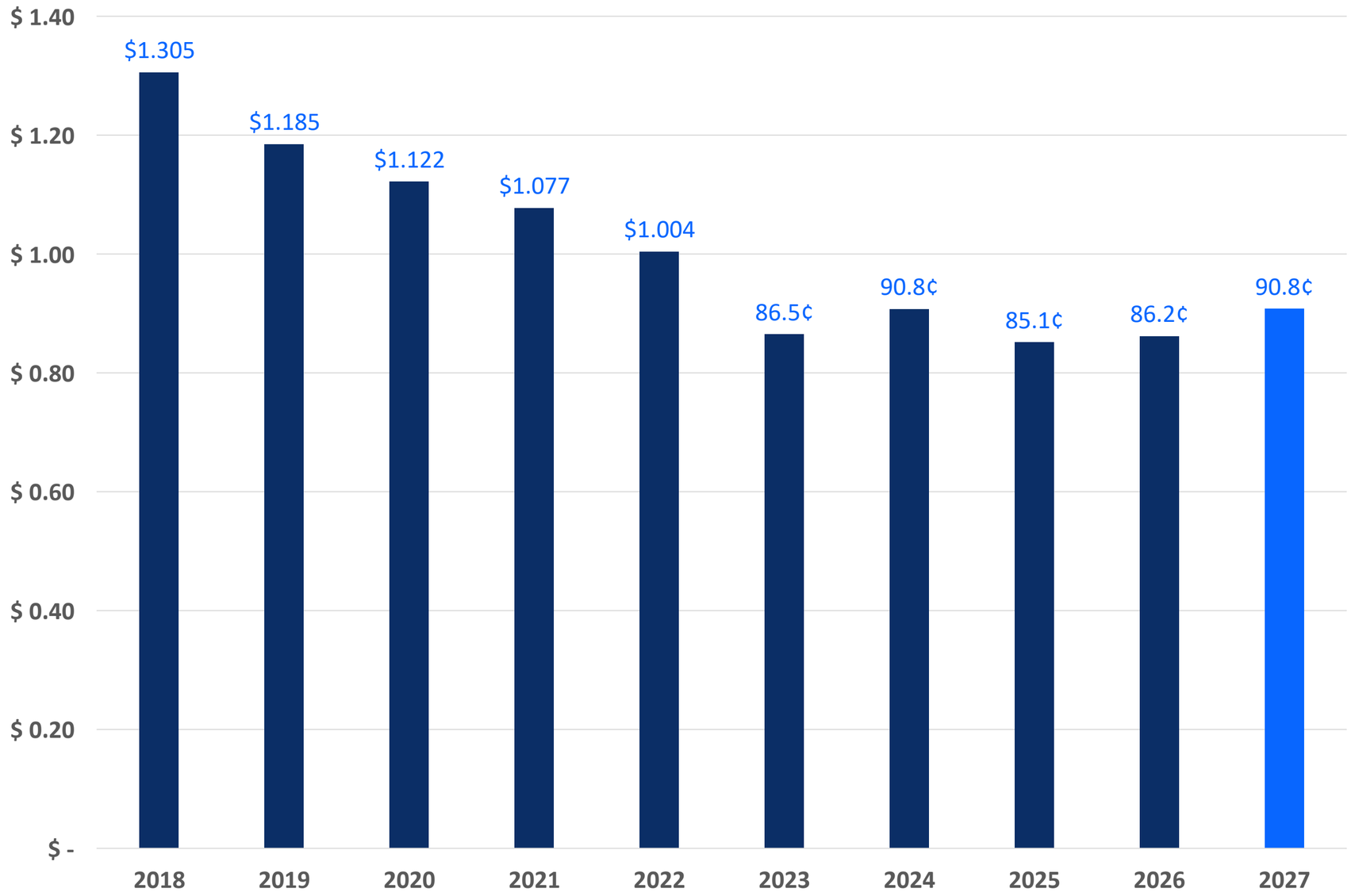
New for 2027

- Proposed Property Tax Levy amount of **$6,104,288**.
- The proposed levy includes a 1% allowable increase of **$58,364**.
- Overall assessed valuation within the City of Des Moines decreased by about **$144 million** to **$6,724,745,676***; a decrease of 2.1%.
- The City had an additional $69 million in new construction, adding **$59,512** to the levy.
- The proposed tax rate for 2027 is an estimated **$0.9077** per $1,000, an increase of 5.3% from the current levy for 2026 ($0.8618 per $1,000).

*Estimate of the King County Assessor, as of 10/8/2026

Des Moines
WATERLAND CITY

History of Des Moines Property Tax Levy



Des Moines
WATERLAND CITY

Suggested Motions

- **Motion 1:** “I move to adopt Draft Ordinance No. 26-106, determining the amount of funds to be raised by ad valorem taxes for the year 2027 for general City expenditures.”

AND

- **Motion 2:** "I move to adopt Draft Ordinance No. 26-107, authorizing an increase in ad valorem taxes for the year 2027 for general City expenditures.”

Des Moines
WATERLAND CITY


Des Moines
WATERLAND CITY

City Council
AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: **2026 Budget Amendments — 2nd Reading**

ATTACHMENTS:
1. Draft Ordinance No. 26-108
2. 2026 Budget Amendments PowerPoint

FOR AGENDA OF:
November 12, 2026

DEPT OF ORIGIN:
Finance

DATE SUBMITTED:
October 30, 2026

CLEARANCES:

Purpose and Recommendation
The purpose of this agenda item is for the City Council to consider Draft Ordinance No. 26-108, amending the 2025–2026 Biennial Budget.

Motion: "I move to adopt Draft Ordinance No. 26-108, relating to municipal finance and amending the 2025–2026 Biennial Budget adopted by Ordinance No. 1813 and amended by Ordinance No. 1839."

Strategic Plan Priority
Financial Stability

Background
The City adopts a biennial budget to establish legal spending authority and guide operations over a two-year period. During the biennium, circumstances often change in ways that require adjustments to the adopted budget, such as changes in project schedules, new grant funding, personnel changes, and unanticipated expenses or revenues. RCW 35A.34.200 authorizes the City Council to amend the biennial budget by ordinance when these adjustments are needed.

Budget amendments keep City spending properly authorized and ensure financial reports reflect current operations. Amendments allow the City to:

- **Recognize new revenue:** Appropriate newly secured funds such as grants, donations, or reimbursements.

- **Reallocate appropriations:** Move existing appropriations between departments or funds to better align with operational needs.
- **Address unforeseen costs:** Cover costs that cannot be absorbed within existing appropriations.

Periodic amendments maintain compliance with state law and provide the City Council and the public with a clear picture of how financial resources are managed throughout the biennium.

The first reading of the 2026 Budget Amendments was held during a public hearing at the October 29, 2026 regular City Council meeting.

Discussion

Revenue Trends

Several General Fund revenue budgets are being adjusted to reflect updated 2026 projections. Sales tax revenues have performed strongly this year, particularly in the construction sector and in one-time sales tax collections. Business and Occupation (B&O) tax revenues, which are based on gross receipts, have grown at a similar pace. Budgeted amounts for these revenue sources are being increased to align with projected year-end collections.

Red-light camera revenue is being adjusted downward. Collections in 2025 totaled approximately $876,000, and revenue is expected to continue declining in 2026. Based on these trends and conservative year-end projections, the 2026 revenue budget is being reduced from $1,100,000 to $700,000.

Public Defender Costs

Indigent defense standards recently adopted by the Washington State Supreme Court continue to increase the City's public defender costs. These standards are a significant unfunded mandate. Local governments must add resources to meet constitutional obligations without corresponding state funding. Total 2026 public defender costs are projected at approximately $390,000. Of that, $280,000 is supported by the General Fund and $110,000 by the Public Safety Sales Tax Fund. The General Fund expenditure budget is being increased by $225,000 to cover these costs.

Information Technology

The proposed $245,000 increase reflects two changes: a correction to how Information Technology (IT) expenditures were allocated, and updates to the City's accounting structure. During the original budget development process, certain General Fund IT costs were assigned to the Computer Replacement Fund as part of efforts to reduce expenditures. These costs should have remained in the General Fund.

The City's IT environment has also changed significantly in recent years, including a shift from perpetual software licenses to subscription-based and cloud-based services. These changes affect how technology costs are incurred and recorded. Finance and IT staff updated the general ledger account structure to reflect the current technology

environment and to improve transparency and consistency in budgeting and reporting IT costs. The proposed amendment includes these adjustments.

Public Safety Sales Tax Grant
The City continues to pursue grants and other outside funding to supplement local resources for public safety. In 2026, the City was awarded funding through the Engrossed Substitute House Bill (ESHB) 2015 Public Safety Funding Program to support a new patrol officer position. The Washington State Criminal Justice Training Commission administers the program, which helps local law enforcement agencies with officer recruitment, hiring, retention, and training. It can fund up to 75 percent of eligible entry-level officer salaries and benefits for up to three years. The City has hired an additional patrol officer under the program. The proposed amendment recognizes $140,000 in grant revenue and the related personnel costs.

Summer and Break Camps
The proposed amendment includes a $220,000 increase for seasonal staffing costs for the City's summer and school break camps. Following a change in Parks and Recreation leadership, the department began making greater use of seasonal employees to support camp operations. Camp Kaos, the City's primary summer camp, makes up a significant portion of these programs. The camps generated approximately $280,000 in revenue in 2026, exceeding budget projections by $82,000. Total program revenue was sufficient to cover the additional seasonal staffing costs, so the increase is supported by program revenue rather than additional General Fund resources.

Director of Parks and Recreation
The proposed amendment includes $40,000 to hire a Director of Parks and Recreation for the remainder of 2026. The position is partially supported by savings from eliminating a vacant Events Program Supervisor position and other vacancy savings in the department. It is also included in the preliminary 2027–2028 Biennial Budget. The department has been without a director for several years. This position restores dedicated leadership and will strengthen program development, operations, long-term planning, and service delivery.

General Fund

General Fund Budget Amendments				
General Fund Department	Footnote	Description	2026	
			Revenue	Expenditure
INTERFUND TRANSFERS		**Transfer out to ARPA Fund** - amount received in 2021 by General Fund in error		4,410
		Interfund Transfer Total	-	**4,410**
REVENUE		**Regular Sales Tax** - amount projected to exceed budget	325,000	
REVENUE		**One-Time Sales Tax**- amount projected to exceed budget	425,000	
REVENUE		**Regular B&O Tax**- amount projected to exceed budget	100,000	
REVENUE		**One-Time B&O Tax**- amount projected to exceed budget	35,000	
REVENUE	A	Administrative Charge - Indirect Cost Allocation	130,232	
REVENUE		**Red Light Running Camera Revenue** - amount projected to fall short of budget	(400,000)	
REVENUE		**Gambling Tax** - amount projected to exceed budget	50,000	
		Revenue Total	**665,232**	-
POLICE	B	State Grant - HB-2015 Public Safety Tax Grant	140,000	140,000
POLICE		Uniforms		45,000
		Police Total	**140,000**	**185,000**
INFORMATION TECHNOLOGY	C	Software		50,000
INFORMATION TECHNOLOGY	C	Small Tools and Equipment		45,000
INFORMATION TECHNOLOGY	C	Software Subscription < $5,000		15,000
INFORMATION TECHNOLOGY	C	Maintenance Agreements		135,000
		Information Technology Total	-	**245,000**
EMERGENCY MANAGEMENT		Generator maintenance and repairs		30,000
		Emergency Management Total	-	**30,000**
NON- DEPARMENTAL	D	Public Defenders		225,000
NON- DEPARMENTAL		**Association of Washington Cities** - Retro Safety Alliance Fee		31,000
		Non-Departmental Total	-	**256,000**
COMMUNICATIONS		Communication Services and Website		30,000
		Communications Total	-	**30,000**
PARKS AND RECREATION	E	Extra-Hire Wages - Summer and Break Camps	82,000	220,000
PARKS AND RECREATION	F	Director of Parks and Recreation		40,000
		Parks and RecreationTotal	**82,000**	**260,000**
MUNICIPAL COURT		Pro-Tem Judges		40,000
		Court Total	-	**40,000**
		General Fund Total	**887,232**	**1,050,410**

General Fund footnotes

- **A.** The indirect cost allocation plan was reviewed and corrected, resulting in adjustments to the amounts charged to applicable funds.
- **B.** The City received ESHB 2015 Public Safety Funding Program funds for an additional patrol officer.
- **C.** Reflects two adjustments: (1) correction of General Fund IT costs that were inadvertently assigned to another fund during original budget development as part of expenditure reduction efforts; and (2) updates by Finance and IT to the general ledger account structure to reflect the City’s current technology environment.
- **D.** Reflects increased public defender costs absorbed by the General Fund. Total 2026 public defender costs are projected at $390,000, with $280,000 from the General Fund and $110,000 from the Public Safety Sales Tax Fund.
- **E.** Seasonal staffing costs for summer and school break camps that were not included in the original budget. These programs generated $280,000 in revenue, exceeding budget projections by $82,000. Total program revenue was sufficient to cover the additional seasonal staffing costs.
- **F.** Hiring of a Director of Parks and Recreation, funded partially through elimination of the vacant Events Program Supervisor position and vacancy savings elsewhere in the department.

Other Funds

Updates Since First Reading

The following items have been added since the first reading:

- Marina Capital Improvements costs were updated to better align with the 2027–2032 Capital Improvements Plan adopted by the City Council in August 2026. Additions are $2,483,000 for the Dock Replacement project, $802,000 for the Tenant Restroom Replacement project. $122,000 was reduced for the dock electrical replacements as they are planned to occur after 2026.
- $60,000 was added to the Facility Repair and Replacement Fund expenditures for Redondo Concession Stand Improvements.
- $397,000 was added to the Facility Repair and Replacement Fund for Founders' Lodge Improvements, replacement gates at the Public Works service center and Police services center, and mechanical equipment and HVAC replacement at City buildings. These capital costs are included in the 2027–2032 Capital Improvements Plan adopted by the City Council in August 2026.
- The transfer from the Parks Levy Fund to the Municipal Capital Improvements Fund was reduced by $54,690 to prevent a negative ending cash balance in the Parks Levy Fund.
- The transfer from the REET 2 Fund to the 2023 LTGO Bonds Fund was increased by $168 to eliminate a minor cash deficit in the 2023 LTGO Bonds Fund.

Budget Amendments - Other Funds					
FUND		Footnote	Description	2026	
				Revenue	Expenditure
101	STREET FUND	A	Transfer in from Redondo Speed Enforcement Fund	17,000	
101	STREET FUND	A	Transfer in from REET 2	(5,000)	
101	DEVELOPMENT FUND	B	General Fund Indirect Cost Allocation		(14,052)
				12,000	**(14,052)**
102	STREET PAVEMENT FUND	C	Transfer in of TBD Funds (Car Tabs)	(500,000)	
102	STREET PAVEMENT FUND	C	Transfer in of funds from Redondo Speed Enforcement Fund	(556,000)	
102	STREET PAVEMENT FUND	C	Contingencies for Arterial Street Paving		(510,000)
102	STREET PAVEMENT FUND	A	Transfer out to Transportation Capital Projects Fund		317,000
				(1,056,000)	**(193,000)**
105	DEVELOPMENT FUND		**Building Permits** - revenue projected to exceed budget	617,790	
105	DEVELOPMENT FUND		**Plumbing Permits** - revenue projected to exceed budget	77,497	
105	DEVELOPMENT FUND	B	General Fund Indirect Cost Allocation		52,480
				695,287	**52,480**
107	POLICE DRUG SEIZURE FUND		**Proceeds from Forfeited Property** - revenue projected to exceed budget	206,000	
				206,000	-
111	LODGING EXCISE TAX FUND		**Lodging Excise Tax**- revenue projected to fall short of budget	(25,000)	
111	LODGING EXCISE TAX FUND	D	Professional Services		25,000
				(25,000)	**25,000**
114	AMERICAN RESCUE PLAN (ARPA) FUND		**Transfer in from General Fund** - amount received by General Fund in error in 2021	4,410	
114	AMERICAN RESCUE PLAN (ARPA) FUND		**Transfer out to Municipal Facility Repair and Replacement** - Activity Center roof project		15,082
				4,410	**15,082**
140	REDONDO ZONE		**Transfer in from Waterfront Zone** - to sustain fund's cash position	40,000	
140	REDONDO ZONE		**Salary and Benefits** - maintenance costs		7,500
140	REDONDO ZONE		Supplies		5,000
140	REDONDO ZONE		**Services** - After hours service calls		15,000
140	REDONDO ZONE		**Misc Bank Fees** - costs related to parking transaction processing		10,000
140	REDONDO ZONE	B	General Fund Indirect Cost Allocation		(3,626)
				40,000	**33,874**
141	WATERFRONT ZONE		**Federal Grants** - Ferry Study	195,000	195,000
141	WATERFRONT ZONE	E	Transfers out to 2023 Bonds Fund		25,413
141	WATERFRONT ZONE		**Transfers out to Redondo Zone** - to sustain Redondo Zone cash position		40,000
141	WATERFRONT ZONE		**Salary and Benefits** - maintenance costs		10,000
141	WATERFRONT ZONE		**Services** - After hours service calls		15,000
141	WATERFRONT ZONE	B	General Fund Indirect Cost Allocation		(2,849)
				195,000	**282,564**
142	PBPW AUTOMATION FEE FUND	B	General Fund Indirect Cost Allocation		147,992
142	PBPW AUTOMATION FEE FUND	F	Software		135,000
				-	**282,992**
190	ASE -AUTOMATED SPEED ENFORCEMENT		**Salaries and Wages** - Court staff processing tickets		50,000
190	ASE -AUTOMATED SPEED ENFORCEMENT	A	Transfer out to Transportation Capital Projects Fund		105,000
				-	**155,000**
191	REDONDO SPEED ENFORCEMENT		**Redondo Traffic Infractions**- revenue projected to fall short of budget	(520,000)	
191	REDONDO SPEED ENFORCEMENT		**Professional Services** - cost of cameras		60,000
191	REDONDO SPEED ENFORCEMENT	A	Transfer out to the Street Fund		17,000
191	REDONDO SPEED ENFORCEMENT	C	Transfer out to the Street Pavement Fund		(556,000)
191	REDONDO SPEED ENFORCEMENT	A	Transfer out to Transportation Capital Projects Fund		201,000
				(520,000)	**(278,000)**
199	TRANSPORTATION BENEFIT DISTRICT	C	Transfer Out to Street Pavement Fund		(500,000)
199	TRANSPORTATION BENEFIT DISTRICT	A	Transfer out to Transportation Capital Projects Fund		550,000
				-	**50,000**
202	REET 2 ELIGIBLE DEBT SERVICE		**Other Debt Service Costs** - processing fees		200
				-	**200**
203	2023 LTGO BONDS	E	Transfer in from Waterfront Zone	25,413	
203	2023 LTGO BONDS	E	Transfer in from REET 1	15,841	
203	2023 LTGO BONDS	E	Transfer in from REET 2	16,009	
203	2023 LTGO BONDS	E	Transfer in from One-Time Tax Fund	5,083	
203	2023 LTGO BONDS	E	Interest and Other Debt Service Cost		62,178
				62,346	**62,178**

Budget Amendments - Other Funds					
FUND		Footnote	Description	2026	
				Revenue	Expenditure
301	REET FIRST QUARTER %		**REET 1 Revenue**- revenue projected to exceed budget	225,000	
301	REET FIRST QUARTER %	E	Transfers Out to 2023 LTGO Bonds Fund		15,841
301	REET FIRST QUARTER %	A	Transfers Out to Surface Water Management Fund		177,000
301	REET FIRST QUARTER %	A	Transfers Out to Municpal Capital Projects Fund		1,917,000
301	REET FIRST QUARTER %	A	Transfer out to Transportation Capital Projects Fund		(1,579,000)
301	REET FIRST QUARTER %	A	Transfer to Facility Replacement and Repairs		(282,000)
				225,000	**248,841**
302	REET SECOND QUARTER %		**REET 2 Revenue**- revenue projected to exceed budget	225,000	
302	REET SECOND QUARTER %	A	Transfer out to Street Fund		(5,000)
302	REET SECOND QUARTER %	E	Transfers Out to 2023 LTGO Bonds Fund		16,009
302	REET SECOND QUARTER %	A	Transfers Out to Municpal Capital Projects Fund		917,000
302	REET SECOND QUARTER %	A	Transfer out to Municipal Facility Repair and Replacement		288,000
				225,000	**1,216,009**
305	PARK LEVY		**King County Park Levy Revenue** - additional revenue	92,000	
305	PARK LEVY	A	Transfers Out to Municpal Capital Projects Fund		201,310
305	PARK LEVY		**Transfer to Equipment Replacement Fund** - replacement funds for parks vehicle		234,731
				92,000	**436,041**
306	PARK IN LIEU		Park-In-Lieu Revenue	20,000	
306	PARK IN LIEU	A	Transfer out to Municipal Facility Repair and Replacement		23,000
				20,000	**23,000**
309	ONE-TIME TAX		Interest Revenue	6,000	
309	ONE-TIME TAX	E	Transfers Out to 2023 LTGO Bonds Fund		5,083
309	ONE-TIME TAX	A	Transfers Out to Municpal Capital Projects Fund		(156,000)
				6,000	**(150,917)**
319	TRANSPORTATION CAPITAL IMPROVEMENTS		Adjustment to local grant revenue	2,718,000	
319	TRANSPORTATION CAPITAL IMPROVEMENTS		**Contributions and Donations** - not orginally budgeted	866,000	
319	TRANSPORTATION CAPITAL IMPROVEMENTS		**Judgements and Settlements**- not orginally budgeted	876,600	
319	TRANSPORTATION CAPITAL IMPROVEMENTS	A	Transfer in from Traffic Impact - City-Wide Fund	6,300	
319	TRANSPORTATION CAPITAL IMPROVEMENTS	A	Transfer in from Surface Water Management Fund	104,000	
319	TRANSPORTATION CAPITAL IMPROVEMENTS	G	Transfer in from 2018 LTGO & Refunding Bonds	13,700	
319	TRANSPORTATION CAPITAL IMPROVEMENTS	A	Transfer in from Automated Speed Enforcement Fund	105,000	
319	TRANSPORTATION CAPITAL IMPROVEMENTS	A	Transfer in from Redondo Speed Enforcement Fund	201,000	
319	TRANSPORTATION CAPITAL IMPROVEMENTS	A	Transfer in from TBD (Car Tabs) Fund	550,000	
319	TRANSPORTATION CAPITAL IMPROVEMENTS	A	Transfer in from REET 1 Fund	(25,000)	
319	TRANSPORTATION CAPITAL IMPROVEMENTS	A	Transfer in from Traffic In Lieu Fund	350,000	
319	TRANSPORTATION CAPITAL IMPROVEMENTS	A	Transfer in from Street Pavement Fund	317,000	
319	TRANSPORTATION CAPITAL IMPROVEMENTS	A	**Capital Projects** - Adjustments to align capital accounts to adopted CIP Plan		2,339,000
				6,082,600	**2,339,000**
320	TRAFFIC IN LIEU	A	Transfer out to Transportation Capital Projects Fund		350,000
				-	**350,000**
321	TRAFFIC IMPACT FEES - CITY WIDE		**GMA Impact Fees** - additional revenue	1,285,000	
321	TRAFFIC IMPACT FEES - CITY WIDE	A	Transfer out to Transportation Capital Projects Fund		63,000
				1,285,000	**63,000**
401	MARINA	H	Moorage revenue adjustment	(885,000)	
401	MARINA		**Transfer In From Equipment Replacement** - return of funds to maintain travel lift that won't be replaced	400,000	
401	MARINA	A	**Marina Capital Improvements** - Dock Electrical Replacements		(122,000)
		A	**Marina Capital Improvements** - Dock Replacement Project		2,483,000
		A	**Marina Capital Improvements** - Tenant Restroom Replacement project		802,000
401	MARINA	B	General Fund Indirect Cost Allocation		(38,444)
				(485,000)	**3,124,556**
450	SURFACE WATER MANAGEMENT (SWM)		**Storm Drainage Hookup Fees** - additional revenue	100,000	
450	SURFACE WATER MANAGEMENT (SWM)		EPA Federal Indirect Grant	45,000	
450	SURFACE WATER MANAGEMENT (SWM)		**State Grants** - anticipated grant revenue no longer expected	(733,000)	
450	SURFACE WATER MANAGEMENT (SWM)		Local Grants	47,000	
450	SURFACE WATER MANAGEMENT (SWM)	A	Transfer In from REET 1	177,000	
450	SURFACE WATER MANAGEMENT (SWM)	A	Transfer out to Transportation Capital Projects Fund		104,000
450	SURFACE WATER MANAGEMENT (SWM)	B	General Fund Indirect Cost Allocation		(11,269)
				(364,000)	**92,731**
501	EQUIPMENT REPLACEMENT FUND		**Transfer Out to Marina** - return of funds to maintain travel lift that won't be replaced		400,000
				-	**400,000**
506	FACILITY REPAIR AND REPLACEMENT	A	Transfer in from REET 1	(282,000)	
506	FACILITY REPAIR AND REPLACEMENT	A	Transfer in from REET 2	288,000	
506	FACILITY REPAIR AND REPLACEMENT		Facility Repair and Replacement - Activity Center generator and trash enclosure	15,000	
506	FACILITY REPAIR AND REPLACEMENT	A	**Capital Projects** - Adjustments to align capital accounts to adopted CIP Plan		397,000
506	FACILITY REPAIR AND REPLACEMENT		Redondo Concession Stand Improvements		60,000
				21,000	**457,000**
			Other Funds Total	**6,721,643**	**9,073,579**

Other Funds footnotes

- **A.** Aligns the 2026 budget with the 2027–2032 Capital Improvements Plan adopted by the City Council on August 27, 2026. 2026 is considered the "current year" in the plan an is updated in the plan.
- **B.** The indirect cost allocation plan was reviewed and corrected, resulting in adjustments to the amounts charged to applicable funds.
- **C.** Certain transfers and expenditures were reduced to reflect lower-than-anticipated funding, including lower Redondo Speed Enforcement revenue.
- **D.** More applications than anticipated were received for tourism and special event grant funding.
- **E.** Debt service payments were adjusted to reflect the Marina’s lower-than-anticipated use of bond proceeds for the Dock Replacement Project. The Marina’s share of debt service decreased, and the City’s share increased.
- **F.** Community Development is replacing its permitting software with new software from Tyler Technologies.
- **G.** Corrects a prior-year timing error in which funds collected for debt service were retained in the Debt Service Fund instead of being applied as intended. The accumulated funds are being returned to the originating funds.
- **H.** The original moorage budget did not account for revenue lost during the Dock Replacement Project.

Recommendation

Staff recommends that the City Council adopt Draft Ordinance No. 26-108, amending the 2025–2026 Biennial Budget.

CITY ATTORNEY'S FIRST DRAFT 10/15/2026

DRAFT ORDINANCE NO. 26-108

AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON relating to municipal finance, amending Ordinance No. 1813 (uncodified), as amended by Ordinance No. 1839 (uncodified) (Biennial Budget 2025/2026) and authorizing certain expenditures in the amounts specified in this Ordinance.

WHEREAS, the City Council finds that current and capital revenues and expenditures for the City differ from forecasts used to create the 2025/2026 budget, enacted by Ordinance No. 1813, as amended by Ordinance No. 1839, and further finds that such differences justify certain adjustments regarding obligations incurred and expenditures of proceeds for fiscal year 2026, and

WHEREAS, the City Council finds that the 2026 budget amendments to the City's 2025/2026 biennial budget are in the public interest; now therefore,

THE CITY COUNCIL OF THE CITY OF DES MOINES ORDAINS AS FOLLOWS:

Sec. 1. Finding. Each and every of the findings expressed in the recitals to this Ordinance are hereby adopted and incorporated by reference.

Sec. 2. Amendment to 2025/2026 Biennial Budget. Appendix "A" of Ordinance No. 1813 (uncodified) as amended by "A" of Ordinance No. 1839 (uncodified) (2025/2026 Biennial Budget) is amended by Appendix "A" attached to this Ordinance and incorporated herein by this reference as though fully set out.

Sec. 3. Ratification and confirmation. All acts taken by City officers and staff prior to the enactment of this Ordinance that are consistent with and in furtherance of the purpose or intent of this Ordinance are hereby ratified and confirmed by the City Council.

Sec 4. Severability - Construction.

(1) If a section, subsection, paragraph, sentence, clause, or phrase of this Ordinance is declared unconstitutional or invalid for any reason by any court of competent jurisdiction,

such decision shall not affect the validity of the remaining portions of this Ordinance.

(2) If the provisions of this Ordinance are found to be inconsistent with the other provisions of the Des Moines Municipal Code, this Ordinance is deemed to control.

Sec 5. Effective date. This Ordinance shall take effect and be in full force (5) five days after its final passage by the Des Moines City Council.

PASSED BY the City Council of the City of Des Moines this ___ day of _____, 2026 and signed in authentication thereof this ___ day of _____, 2026.

_____
M A Y O R

APPROVED AS TO FORM:

_____
City Attorney

ATTEST:

_____
City Clerk

Published: _____

DRAFT ORDINANCE NO.26-108- APPENDIX A
SUMMARY OF SOURCES AND USES - 2026 AMENDED BUDGET

	2026 BUDGET AS PREVIOUSLY AMENDED				PROPOSED 2026 AMENDMENTS		2026 BUDGET AS AMENDED			
FUNDS	**Beginning Cash Balance**	**Revenue**	**Expenditure**	**Ending Cash Balance**	**Revenue**	**Expenditure**	**Beginning Cash Balance**	**Revenue**	**Expenditure**	**Ending Cash Balance**
General Fund	2,952,501	26,145,053	25,953,851	3,143,703	887,232	1,050,410	2,952,501	27,032,285	27,004,261	2,980,525
Special Revenue										
Streets	1,107,041	2,624,000	2,908,402	822,639	12,000	(14,052)	1,107,041	2,636,000	2,894,350	848,691
Street Pavement	1,071,616	1,606,000	1,757,322	920,294	(1,056,000)	(193,000)	1,071,616	550,000	1,564,322	57,294
Public Safety Sales Tax	-	450,000	450,000	-	-	-	-	450,000	450,000	-
Development	1,867,334	2,958,422	3,500,570	1,325,186	695,287	52,480	1,867,334	3,653,709	3,553,050	1,967,993
Police Drug Seizure	129,966	26,000	20,500	135,466	206,000	-	129,966	232,000	20,500	341,466
Lodging Excise Tax	84,649	128,000	125,000	87,649	(25,000)	25,000	84,649	103,000	150,000	37,649
Affordable Housing Tax	91,013	35,000	35,000	91,013	-	-	91,013	35,000	35,000	91,013
American Rescue Plan Act	10,672	-	-	10,672	4,410	15,082	10,672	4,410	15,082	-
Redondo Zone	22,636	145,130	127,510	40,257	40,000	33,874	22,636	185,130	161,384	46,383
Waterfront Zone	43,312	458,210	397,452	104,070	195,000	282,564	43,312	653,210	680,016	16,506
PBPW Automation Fee	691,124	190,000	133,541	747,583	-	282,992	691,124	190,000	416,533	464,591
Urban Forestry	-	5,000	5,000	-	-	-	-	5,000	5,000	-
Abatement	38,764	3,600	2,500	39,864	-	-	38,764	3,600	2,500	39,864
Automanted Speed Enforcement (ASE)	126,581	357,500	311,905	172,176	-	155,000	126,581	357,500	466,905	17,176
Redondo Speed Enforecment	1,124,581	1,110,000	1,309,849	924,732	(520,000)	(278,000)	1,124,581	590,000	1,031,849	682,732
Transportation Benefit District	2,455,475	1,020,000	2,605,000	870,475	-	50,000	2,455,475	1,020,000	2,655,000	820,475
Total Special Revenue Funds	8,864,764	11,116,862	13,689,551	6,292,076	(448,303)	411,940	8,864,764	10,668,559	14,101,491	5,431,833
Debt Service										
REET 2 Debt Service	9,199	209,433	209,433	9,199	-	200	9,199	209,433	209,633	8,999
2023 LTGO Debt Service	(168)	611,685	611,685	(168)	62,346	62,178	(168)	674,031	673,863	-
2018 LTGO Debt Service	53,320	226,401	226,400	53,321	-	-	53,320	226,401	226,400	53,321
Total Debt Service Funds	62,351	1,047,519	1,047,518	62,352	62,346	62,378	62,351	1,109,865	1,109,896	62,320
Captial Project										
REET 1	3,052,063	720,000	2,628,040	1,144,023	225,000	248,841	3,052,063	945,000	2,876,881	1,120,182
REET 2	1,398,675	680,000	507,479	1,571,196	225,000	1,216,009	1,398,675	905,000	1,723,488	580,187
Park Levy	238,041	145,000	39,000	344,041	92,000	436,041	238,041	237,000	475,041	-
Park In Lieu	362,532	27,500	46,000	344,032	20,000	23,000	362,532	47,500	69,000	341,032
One Time Sales Tax	1,260,228	30,000	550,000	740,228	6,000	(150,917)	1,260,228	36,000	399,083	897,145
Municipal Capital Improvements	10,314,683	6,272,000	17,107,000	(520,317)	-	-	10,314,683	6,272,000	17,107,000	(520,317)
Transportation Capital Improvements	1,197,872	8,156,000	9,364,000	(10,128)	6,082,600	2,339,000	1,197,872	14,238,600	11,703,000	3,733,472
Traffic In Lieu	664,898	507,500	-	1,172,398	-	350,000	664,898	507,500	350,000	822,398
Traffic Impact - City Wide	603,267	335,000	-	938,267	1,285,000	63,000	603,267	1,620,000	63,000	2,160,267
Traffic Impact - Pac Ridge (S)	722,596	115,000	-	837,596	-	-	722,596	115,000	-	837,596
Total Capital Project Funds	19,814,855	16,988,000	30,241,519	6,561,336	7,935,600	4,524,974	19,814,855	24,923,600	34,766,493	9,971,962
Enterprise										
Marina	10,350,209	6,920,997	6,590,807	10,680,399	(485,000)	3,124,556	10,350,209	6,435,997	9,715,363	7,070,843
Surface Water Management	10,488,263	7,695,907	9,801,950	8,382,220	(364,000)	92,731	10,488,263	7,331,907	9,894,681	7,925,489
Total Enterprise Funds	20,838,472	14,616,904	16,392,757	19,062,619	(849,000)	3,217,287	20,838,472	13,767,904	19,610,044	14,996,332
Internal Service										
Equipment Rental Operations	435,943	1,085,106	863,329	657,720	-	-	435,943	1,085,106	863,329	657,720
Equipment Rental Replacement	4,556,882	1,311,565	1,887,600	3,980,847	-	400,000	4,556,882	1,311,565	2,287,600	3,580,847
Facility Repair and Replacement	541,971	459,150	144,858	856,263	21,000	457,000	541,971	480,150	601,858	420,263
Computer Replacement	1,438,167	280,000	455,000	1,263,167	-	-	1,438,167	280,000	455,000	1,263,167
Self Insurance	632,516	1,166,720	1,313,220	486,016	-	-	632,516	1,166,720	1,313,220	486,016
Unemployment Insurance	555,536	55,000	50,000	560,536	-	-	555,536	55,000	50,000	560,536
Total Internal Service Funds	8,161,015	4,357,541	4,714,007	7,804,549	21,000	857,000	8,161,015	4,378,541	5,571,007	6,968,549
	60,693,958	74,271,879	92,039,202	42,926,635	7,608,875	10,123,989	60,693,958	81,880,754	102,163,191	40,411,521



Des Moines
WATERLAND CITY

2026 BUDGET AMENDMENTS

2nd Reading
November 12, 2026

Budget Amendments

- Washington State law authorizes cities to amend adopted budgets to address changing financial conditions and operational needs.
- Amendments may include adjustments to revenues, expenditures, transfers, and appropriations.
- Budget amendments requiring legislative approval are adopted by City Council through ordinance.
- The proposed amendments update the final year of the City's 2025–2026 biennial budget.

Des Moines
WATERLAND CITY

General Fund Overview

General Fund Amendments			
	Budget	**Proposed Amendments**	**Amended Budget**
Revenue	$ 26,145,053	$ 887,232	$ 27,032,285
Expenditures	$ 25,953,851	$ 1,050,410	$ 27,004,261
Ending Cash	$ 3,143,703	$ (163,178)	$ 2,980,525

Beginning 2026 cash balance = $2,952,501

Des Moines
WATERLAND CITY

General Fund – Major Expenditure Adjustments

General Fund Amendments			
	Budget	**Proposed Amendments**	**Amended Budget**
Public Defenders	$ 55,000	$ 225,000	$ 280,000
Information Technology	$ 545,000	$ 245,000	$ 790,000
Additional Patrol Officer - Grant Funded	$ -	$ 140,000	$ 140,000
Summer and Break Camps - Extra-Hires*	$ -	$ 220,000	$ 220,000
Director of Parks and Recreation**	$ -	$ 40,000	$ 40,000

*The City received revenue of over $280,000 which exceeds the cost of Extra-Hire wages.

**Funded by the elimination of a vacated parks position and vacancy savings from another vacant parks postion

Des Moines
WATERLAND CITY

Other Funds

Other Funds - Updates

Updated amendments to better align expenditures with the 2027 – 2032 Capital Improvements Plan

Marina –

- Dock Replacement
- Tenant Restroom Replacement
- Dock Electrical Replacements

Facility Repair and Replacement

- Founders' Lodge Improvements
- Public Works and Police service center gate replacement
- Mechanical equipment and HVAC replacement

Des Moines
WATERLAND CITY

Other Funds - Updates

- **Facility Repair and Replacement** – Added expenditures related to improvements for the Redondo Concessions Stand

- **Parks Levy Fund** – Transfer to the Municipal Capital Improvements Fund reduced by $54,690

- **2023 LTGO Bonds Fund/REET 2 Fund**
    - $168 added to transfer from REET 2 Fund to 2023 LTGO Bonds debt service fund

Des Moines
WATERLAND CITY

Marina Fund

Marina Fund Amendments - Revenue			
	Budget	**Proposed Amendments**	**Amended Budget**
Moorage revenue adjustment	$ 4,320,000	$ (885,000)	$ 3,435,000
Transfer in From Equipment Replacement - return of funds to maintain travel lift that won't be replaced	$ -	$ 400,000	$ 400,000

Marina Fund Amendments - Expenditures			
	Budget	**Proposed Amendments**	**Amended Budget**
Dock Replacement project	$ -	$ 2,483,000	$ 2,483,000
Tenant Restroom Replacement	$ 758,000	$ 802,000	$ 1,560,000
Dock Electrical Replacements	$ 122,000	$ (122,000)	$ -
General Fund Indirect Cost Allocation	$ 402,478	$ (38,444)	$ 364,034

Des Moines
WATERLAND CITY

Motion: “I move to adopt Draft Ordinance No. 26-108, relating to municipal finance and amending the 2025–2026 Biennial Budget adopted by Ordinance No. 1813 and amended by Ordinance No. 1839.”

Des Moines
WATERLAND CITY

APPENDIX

General Fund – Revenue Adjustments

General Fund Amendments			
	Budget	**Proposed Amendments**	**Amended Budget**
Regular Sales Tax	$ 4,180,000	$ 325,000	$ 4,505,000
One-Time Sales Tax	$ 200,000	$ 425,000	$ 625,000
Regular B&O Tax	$ 1,200,000	$ 100,000	$ 1,300,000
One-Time B&O Tax	$ 75,000	$ 35,000	$ 110,000
Gambling Tax	$ 30,000	$ 50,000	$ 80,000
Administrative Charge - Indirect Cost	$ 1,155,471	$ 130,232	$ 1,285,703
Red Light Running Camera Revenue	$ 1,100,000	$ (400,000)	$ 700,000
Public Safety Sales Tax Grant	$ -	$ 140,000	$ 140,000
Summer and Break Camps	$ 200,000	$ 82,000	$ 282,000

Des Moines
WATERLAND CITY

Other Funds - Highlights

- Alignment to 2027 – 2032 Capital Improvements Plan
- Replacement of old permitting software
- Decrease of Redondo Speed Enforcement revenue and related expenditures
- Increase of revenue for Real Estate Excise Tax
- Correction of General Fund Indirect Cost Allocation
- Increase of Traffic Impact Fees

Other Fund Amendments			
	Budget	**Proposed Amendments**	**Amended Budget**
Revenue	$ 48,126,826	$ 6,721,643	$ 54,848,469
Expenditures	$ 66,085,351	$ 9,073,579	$ 75,158,930

Des Moines
WATERLAND CITY

Surface Water Management Fund

Surface Water Management Fund Amendments - Revenue			
	Budget	**Proposed Amendments**	**Amended Budget**
Storm Drainage Hookup Fees - additional revenue	$ 31,000	$ 100,000	$ 131,000
EPA Federal Indirect Grant	$ -	$ 45,000	$ 45,000
State Grants - anticipated grant revenue no longer expected	$ 733,000	$ (733,000)	$ -
Local Grants	$ 515,000	$ 47,000	$ 562,000
Transfer In from REET 1	$ -	$ 177,000	$ 177,000

Surface Water Management Fund Amendments - Expenditures			
	Budget	**Proposed Amendments**	**Amended Budget**
General Fund Indirect Cost Allocation	$ 416,681	(11,269)	$ 405,412
Transfer Out to Trans. Capital Improvements Projects	$ 88,000	$ 104,000	$ 192,000

Des Moines
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City Council
AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: **2027/2028 Biennial Budget - 2nd Reading**

ATTACHMENTS:
1. 2027-2028 Budget Book - Preliminary
2. Draft Ordinance No. 26-105
3. 2027-2028 Budget PowerPoint

FOR AGENDA OF:
November 12, 2026

DEPT OF ORIGIN:
Finance

DATE SUBMITTED:
November 02, 2026

CLEARANCES:

Purpose and Recommendation
The purpose of this agenda item is to:

- Present the 2027–2028 Preliminary Biennial Budget to the City Council;
- Hold a preliminary public hearing on the 2027–2028 Preliminary Biennial Budget; and
- Consider Draft Ordinance No. 26-105, adopting the final Biennial Budget for the City of Des Moines, Washington, for fiscal years 2027 and 2028.

Motion: "I move to adopt Draft Ordinance No. 26-105, adopting the City of Des Moines 2027–2028 Biennial Budget for the fiscal years beginning January 1, 2027, and ending December 31, 2028."

Strategic Plan Priority
Financial Stability

Background
In accordance with state law, the 2027–2028 Preliminary Biennial Budget was provided to the City Council and made available to the public on October 1, 2026.

State law requires two public hearings before the budget is adopted. The first public hearing was held on October 29, 2026.

Discussion

The proposed 2027–2028 Biennial Budget is the City's financial plan for the next two years. It aligns available resources with the City Council's 2026–2030 Strategic Plan, established priorities, and ongoing service delivery responsibilities.

The budget supports implementation of the Strategic Plan through investments in public safety, infrastructure, economic development, parks and recreation, and other essential municipal services. Funding recommendations reflect Council priorities while maintaining fiscal sustainability.

Budget development was guided by the following key considerations:

- **Strategic Alignment:** Allocating resources to advance the City's Strategic Plan and Council priorities.
- **Public Safety and Essential Services:** Maintaining core municipal services and supporting targeted service enhancements.
- **Infrastructure and Capital Investment:** Funding infrastructure improvements, asset preservation, and long-term capital needs.
- **Fiscal Sustainability:** Balancing service demands and rising operating costs against limited revenue growth while maintaining appropriate financial reserves.

Budget Process to Date

The 2027–2028 budget process included several opportunities for Council and community input:

- **Council Priorities (August 6, 2026):** Council identified its priorities for the biennium: public safety staffing, making Des Moines easier to develop in, establishing a long-term direction for the Marina, and strengthening fund balance reserves. Council also identified dedicated communications staff and better use of technology as additional priorities.
- **Community Input (August 18, 2026):** The City held a budget town hall attended by thirty-seven residents, and the [Community] Advisory Board (CAB) provided additional input. Public safety and parks emerged as top community priorities, and residents generally supported Council's priorities.
- **Budget Workshop (September 12, 2026):** Council reviewed the financial outlook, including rising health care, labor, and public defender costs, and an initial projected General Fund gap of approximately $2.0 million. Staff presented the expenditure choices and revenue strategies used to close the gap, along with proposed investments tied to Council priorities.
- **Preliminary Budget (October 1, 2026):** The balanced 2027–2028 Preliminary Biennial Budget was submitted to Council. Throughout October, Councilmembers had the opportunity to meet individually with the City Manager and Finance Director to review the proposed budget.
- **First Public Hearing of 2027 –2028 Biennial Budget (October 29, 2026):** The first public hearing on the proposed 2027–2028 Biennial Budget was held on

October 29, 2026, providing an opportunity for the City Council and members of the public to review and comment on the proposed budget.

Revisions to the 2027–2028 Preliminary Biennial Budget since First Reading

The following revisions have been made to the 2027–2028 Preliminary Biennial Budget book:

PAGE	REVISION
30	**City Manager's Office:** 2026 total FTE adjusted from 3.0 to 2.0.
30	**City Clerk's Office:** City Hall Office Specialist FTE adjusted from 0.5 to 1.0 for 2025 and 2026.
30	**Communications:** 2026 total FTE adjusted from 0.75 to 1.25.
33	**Program Supervisor:** FTE adjusted from 0.0 to 1.0 for 2025 and 2026.
35	**FTE Schedule:** 2025 and 2026 grand totals updated to reflect the FTE adjustments.
43	**Teamsters COLA:** Displayed rate changed to 3.0%. Underlying budget calculations were accurate and remain unchanged.
46	**Five-Year Forecast** added.
51	**Sources and Uses** schedules consolidated onto one page; Lodging Excise Tax Fund amounts updated.
55	**General Fund** revenue schedule expanded to provide additional detail.
67	**Lodging Excise Tax Fund:** Professional Services expenditures increased to $78,000 annually.
145	**Parks and Recreation organizational chart:** Position titles updated to "Program Supervisor II" and "Director of Parks and Recreation."
153–154	**Non-Departmental schedule:** Contingency account and accompanying description added.

Page references correspond to the revised 2027–2028 Biennial Budget dated November 2, 2026.

Financial Impact

The proposed 2027–2028 Biennial Budget totals $151,521,812 in expenditures across all funds, including General Fund expenditures of $55,822,731. The budget is balanced in both years, reflects current revenue projections and anticipated expenditures, and increases the General Fund ending fund balance in 2027 and 2028.

Recommendation

Staff recommends that the City Council adopt Draft Ordinance No. 26-105, approving the City of Des Moines 2027–2028 Biennial Budget.

2027 – 2028
BIENNIAL BUDGET

Proposed Budget - Revised November 2, 2026

Des Moines
WATERLAND CITY

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- Major/Non-major Funds
- Basis of Budgeting
- Financial Policies
- Budget Process

Dear Mayor and City Council and residents of Des Moines:

I am pleased to submit the City of Des Moines 2027-2028 Proposed Biennial Budget. The proposed budget is balanced. It maintains current service levels, funds the priorities the City Council identified for this biennium, and adds to the City's fund balance reserves in both years.

It is not unusual to begin a budget process with a delta between projected revenues and projected expenditures, and this cycle was no exception. Much of that gap reflects a challenge familiar to every city in Washington: costs continue to grow faster than the revenue available to pay for them. Employee health care premiums are projected to increase 10 to 16 percent, negotiated wage increases continue, and the State has expanded public defense requirements without providing the funding to meet them. Meanwhile, the City's largest revenue source is limited by state law to 1 percent annual growth. The rest of the gap reflects our own priorities. This budget funds several key investments necessary to accomplish the Council's goals and deliver enhanced services to residents in the areas they told us matter most.

In order to balance the budget, we reviewed every request carefully and identified those most critical to sustaining service and advancing the Council's goals. We then focused on how to pay for them, through a combination of repurposing existing positions that had become vacant, identifying specific funding sources outside the General Fund, and reducing the overall cost of the request. Where an item could not be funded that way, it was phased across the biennium or set aside for a future budget. On the revenue side, the budget reflects updated forecasts, negotiated increases in franchise payments, new gambling tax revenue, and targeted fee adjustments. The result is a balanced budget with no remaining General Fund gap.

This budget was informed by the City Council's goals for the biennium, by Charting Our Course, the City's strategic plan, and by what we heard from the community. Public engagement this year pointed consistently in the same direction. Residents told us public safety comes first. They asked us to preserve parks and natural areas and to invest in programming for youth and families. They asked the City to grow its tax base through business and development rather than through homeowners, and to take care of what we already own before building something new. Those themes are reflected throughout this budget.

This budget also strengthens the City's financial position. It dedicates funding to reserves in both years, with the goal of building and sustaining a fund balance that consistently exceeds the City's minimum and improves our ability to absorb the unexpected. That progress is meaningful, and it is incremental by design. The structural imbalance between the cost of delivering services and the revenue tools available to Washington cities remains, and it is not something any single budget can resolve. What this budget does is steady our position, fund the investments that build long-term capacity, and give the Council a clear set of decisions to weigh in the year ahead.

Charting Our Course: The City's Strategic Plan

In June 2026, the City Council adopted Charting Our Course, the first strategic plan in the City of Des Moines' history. The plan was built through extensive community engagement over more than a year, and it gives the organization something it has not had before: a shared, written statement of where the City is going and how it intends to get there.

The plan sets a vision for Des Moines as the premier waterfront community on Puget Sound. It is grounded in five organizational values: Teamwork, Customer Service, Safety, Responsibility, and Integrity.

Charting Our Course is organized around six focus areas. Below is the objective for each, along with several of the key investments this budget makes to advance them.

- **Public Safety.** Des Moines is a safe and equitable place to live and visit, supported by responsive public safety services, emergency preparedness, and strong community partnerships.
    - Two police officers, one in 2027 and one in 2028, expand frontline capacity to better meet community demand and maintain responsive public safety services.
    - Drone replacement maintains technology that helps officers respond more safely and effectively.
    - K-9 patrol restores a specialized resource that strengthens field response.
    - A police staffing study evaluates Police Department staffing needs to ensure resources align with service demands and community expectations.

    Funded through a combination of Public Safety Sales Tax, public safety grant funding, the Equipment Replacement Fund, and the General Fund.
- **Financial Stability.** Keep Des Moines on solid financial footing by spending wisely, securing steady revenue, and maintaining healthy reserves.
    - Dedicated funding strengthens fund balance reserves, building them beyond the City's minimum to improve our long-term financial position and resilience.
    - Increased contingency funding creates dedicated capacity to respond to emergencies and unforeseen costs without disrupting planned services.

    Funded through the General Fund.
- **Economic Vitality.** Des Moines cultivates a dynamic economy that attracts investment and is sustainable for residents and businesses.
    - A Permit Services Manager is a new position focused on making development easier to navigate and move forward, reinforcing that Des Moines is ready to support business and investment in the community.
    - The Marina Master Plan establishes a long-term direction for the Marina, including capital needs, land use, and its role in the community and the local economy.

    Funded through the Development Fund and the Marina Enterprise Fund.
- **Engaged and Thriving Community.** Des Moines fosters an engaged and connected community where residents are informed, involved, and supported by inclusive programs, events, and public spaces.
    - A Communications Manager provides dedicated capacity to keep the community informed, strengthen public engagement, and tell the City's story more consistently and proactively.
    - A Parks and Recreation Director establishes dedicated leadership to strengthen Parks and Recreation services, long-range planning, and growth in this service.

- A parks maintenance employee adds capacity to improve the care and upkeep of parks, facilities, and public spaces.
- Conduct a Human Services Needs Assessment to identify the community's most pressing needs and align nonprofit funding with them.
- The Parks and Recreation Master Plan, an update required by the State, will establish long-term priorities for parks, facilities, recreation programs, community services, and future investment.

Funded through the General Fund, repurposed dollars from existing vacant positions, King County Parks Levy funds, and grant funds.

- **Natural and Built Environment.** Des Moines preserves its natural resources, including waterfronts, parks, and trails, while promoting safe, convenient mobility across the City and prioritizing investment in maintaining critical infrastructure.
  - South Seawall engineering design and project management advances a critical waterfront asset at the Marina and positions the City for future capital investment.
  - Funding to draft a Sound Code for Council consideration that helps to reduce airport impacts on new development.
  - New streetlight fixtures replace aging streetlights to improve reliability, visibility, and safety along City streets.

Funded through the Marina Enterprise Fund, Development Fund and the Street Fund.

- **Organizational Excellence.** Des Moines builds a skilled, supported, and engaged workforce that delivers high-quality service to the community.
  - Moving key software and services, including Microsoft and the Tyler Munis financial system, to the cloud modernizes core business systems while reducing reliance on City-maintained servers and infrastructure.

Funded through the General Fund and the Computer Replacement Fund.

Because Charting Our Course is the City's first strategic plan, this is the first opportunity the Council has had to build a budget with these specific focus areas in mind. Every significant investment above is tied to one of the six. That alignment is deliberate. It is how a plan stops being a document and becomes a set of funded commitments, and it is how the Council and the community can hold this organization accountable for progress.

Key Revenue Assumptions

To support these investments, and to maintain the services residents count on every day, the recommended budget rests on a conservative and balanced set of revenue assumptions:

- **Property Tax.** The City's largest single revenue source, representing approximately 20 percent of General Fund revenue. Growth is constrained: each 1 percent increase is worth roughly $56,000, and approximately 30 percent of assessed acreage in Des Moines is tax exempt.
- **Sales Tax.** Assumed to grow 2 percent annually. The regional forecast shows limited growth, and sales tax remains sensitive to consumer and business activity.

- **Utility Taxes.** A moderate increase. Changes vary by utility type, and revenues fluctuate with market and economic conditions.
- **Business and Occupation Tax.** Assumed stable. Collections in 2026 were strong, and improved compliance and a potentially broader tax base could strengthen ongoing B&O revenue. One-time B&O collections are expected to decline as the number of projects paying one-time tax falls from 2026.
- **Franchise Payments.** A negotiated increase. The City is currently negotiating with franchise utilities, and final rates are pending.
- **Gambling Tax.** Approximately $300,000 in new revenue.
- **Fines and Penalties.** A decrease of more than 25 percent, driven by the continued decline in red light running infractions.

Conclusion

The proposed 2027-2028 biennial budget is balanced. It maintains core services, funds the Council's priorities for the biennium, adds to reserves in both years, and delivers the first set of investments tied directly to Charting Our Course. It does so while placing very little new demand on the General Fund, drawing instead on restricted funds, grants, and positions repurposed through vacancy.

I want to express my appreciation to the employees throughout our organization who contributed countless hours to the development of this recommended budget. I am also grateful for the partnership of the City Council and the Executive Leadership Team throughout this process. Over the remainder of 2026, staff will continue working with the Council and hearing from our community to ensure the adopted budget is the best fiscal plan it can be.

Charting Our Course set our destination: the premier waterfront community on Puget Sound, safe and sustainable, offering a high quality of life to everyone who lives here. This budget is the first full leg of that voyage.

I look forward to the work ahead with the Council and with this community.

Respectfully submitted,

Katherine Caffrey



City Manager

October 1, 2026

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Des Moines
Washington

For the Biennium Beginning

January 01, 2025

Christopher P. Morrill

Executive Director



The area that would become Des Moines, Washington, was first explored by Europeans on May 26, 1792, during British naval Captain George Vancouver's exploration of Puget Sound. The first Americans known to have visited the area were members of the Charles Wilkes expedition.

The first known settler was John Moore, who is believed to have arrived around 1867. His homestead claim certificate was granted on July 2, 1872.

In the late 1880s, F.A. Blasher, originally from Des Moines, Iowa, recognized the potential for developing a community along the shores of Puget Sound. Blasher and other investors formed the Des Moines Improvement Company, and in 1889 the area was platted into lots for development. The growing community took its name from Des Moines, Iowa. Lumber and shingle mills were among the area's earliest industries, and by 1890 the community included hotels, manufacturing businesses, a boat yard, a school, and churches.

Water transportation played an important role in the community's early development. Steamships of Puget Sound's "Mosquito Fleet" connected Des Moines with Seattle, Tacoma, Vashon Island, and other communities around the Sound. The Brick Highway was completed in 1916, providing an important overland transportation connection. That same year, cross-Puget Sound automobile ferry service began between Des Moines and Portage on Vashon Island. The ferry operated until 1921. During the decades that followed, agriculture also became an important part of the local economy.

Following World War II, Des Moines transitioned from a largely rural community to a growing suburb within the rapidly developing Puget Sound region. As the population increased, residents sought greater local control over municipal services, infrastructure, and community development. Des Moines officially incorporated as a city on June 17, 1959.

The waterfront has remained central to the identity of Des Moines throughout its history. The Des Moines Marina opened on May 10, 1970, further establishing the waterfront as a focal point for recreation and community activity. Today, Des Moines retains its distinctive waterfront character while occupying a central location between Seattle and Tacoma in one of the Pacific Northwest's largest metropolitan areas.

Located along Puget Sound between Seattle and Tacoma, Des Moines, Washington is a diverse residential community within the central Puget Sound region. The following indicators provide a snapshot of the City's population, households, economy, and housing.

Population & Households		Age & Community	
Population	33,032	**Under Age 18**	22.2%
Households	11,925	**Age 65 and Older**	17.4%
Persons per Household	2.68	**Median Age**	38
Population Change (April 2020 to July 2025)	0.3%	**Foreign Born**	26.0%
		Language Other Than English at Home	35.2%

Income & Education		Housing	
Median Household Income	$92,483	**Owner-Occupied Housing**	60.6%
Per Capita Income	$43,717	**Median Home Value**	$597,000
Persons in Poverty	12.1%	**Median Gross Rent**	$1,799
Bachelor's Degree or Higher	33.4%	**Households with Broadband**	93.4%

Sources: Washington State Office of Financial Management; U.S. Census Bureau, American Community Survey.

Property Type	Acres	% of Total	Taxable Assessed Value	% of Assessed Value	Estimated City Property Tax	Property Tax Per Acre
Single-Family Residential	2,068	62.0%	$4,591,134,529	75.66%	$3,879,509	$1,876
Multifamily Residential	404	12.1%	$942,689,200	15.54%	$796,572	$1,971
Commercial	251	7.5%	$360,889,400	5.95%	$304,952	$1,213
Industrial	123	3.7%	$169,928,300	2.80%	$143,589	$1,167
Marina/Waterfront	39	1.2%	$0	0.00%	$0	$0
Institutional & Public Uses	442	13.3%	$2,908,900	0.05%	$2,458	$6
Other	6	0.2%	$514,900	0.01%	$435	$77
Total	**3,333**	**100.0%**	**$6,068,065,229**	**100.0%**	**$5,127,515**	**$1,538**

Property Tax by Property Type

The table summarizes taxable real property within the City by general land-use category. Single-family residential represents the largest share of both land area and taxable assessed value, accounting for approximately 62% of the acreage included in the analysis and 76% of taxable assessed value. Multifamily residential accounts for approximately 12% of acreage and 16% of taxable assessed value. Institutional and public uses represent a comparatively large share of acreage but generate limited property tax because much of this property is tax exempt.

Estimated City property tax is calculated by applying the 2026 City of Des Moines regular property tax levy rate of $0.845 per $1,000 of taxable assessed value to the taxable real-property value assigned to each land-use category. The analysis is based on 2026 King County Assessor parcel and real-property account data. Business personal property is excluded because it cannot be attributed to the parcel-based land-use categories shown. Accordingly, the estimated City property tax presented in the table does not represent the City's total 2026 property tax levy.



*Dotted line indicates organizational relationship and does not represent a supervisory reporting relationship.



Yoshiko Grace Matsui
Mayor



Gene Achziger
Deputy Mayor



Harry Steinmetz
Councilmember



JC Harris
Councilmember



Jeremy Nutting
Councilmember



Pierre Blosse
Councilmember



Robyn Desimone
Councilmember

City Leadership	
City Manager	Katherine Caffrey
Assistant City Manager	Adrienne Johnson-Newton
Director of Administrative Services	Bonnie Wilkins
City Clerk	Taria Keane
City Attorney	Tim George
Police Chief	Ted Boe
Finance Director	Jeff Friend
Harbormaster	Scott Wilkins
Municipal Court Judge	Lisa Leone
Public Works Director	Michael P. Slevin III, P.E.
Community Development Director	Rebecca Deming

ORDER OF FUND PRESENTATION

The City budget is generally organized in fund number order. Budgeted funds are presented by fund type, beginning with the General Fund, followed by Special Revenue Funds, Debt Service Funds, Capital Project Funds, Enterprise Funds, and Internal Service Funds. The City uses governmental, proprietary, and fiduciary fund types. Governmental and proprietary funds receive budgetary appropriations. The City also maintains a fiduciary fund; however, no appropriations are made for that fund. The governmental fund types used by the City are as follows:

GENERAL FUND

The General Fund is the City's primary operating fund and is a major fund. It accounts for all financial resources except those required to be accounted for in other funds. It generally represents the basic operations of a municipality. It derives the majority of its revenues from property tax, sales tax, utility taxes, business & occupation taxes, and state-shared revenues. The General Fund (Fund 001) accounts for operations such as Police, Municipal Court, Senior Services, Recreation, and supporting departments such as Finance, Legal, and Information Technology. Each department included in the General Fund is budgeted for and presented separately in this document.

General Fund Departments are as follows:

- City Council
- City Manager's Office
- Communications
- City Clerk
- Human Resources
- Finance
- Information Technology
- Legal
- Municipal Court
- Police
- Community Development (Planning and Building – Tax-Based)
- Public Works
- Parks and Recreation

SPECIAL REVENUE FUNDS

Special revenue funds account for the proceeds of revenue sources that are restricted to specific expenditure purposes. Other restricted resources are accounted for in debt service and capital project funds. The City of Des Moines has the following special revenue funds:

- **Street Fund** (101)
- **Street Pavement Fund** (102)
- **Public Safety Sales Tax Fund** (103)
- **Development Fund** (105)

- **Police Drug Seizure Fund** (107)
- **Lodging Excise Tax Fund** (111)
- **Affordable Housing Sales Tax Fund** (113)
- **Redondo Zone** (140)
- **Waterfront Zone** (141)
- **Planning, Building and Public Works (PBPW) Automation Fund** (142)
- **Urban Forestry Fund** (151)
- **Nuisance Property Abatement Fund** (180)
- **Automated Speed Enforcement (ASE) Fund** (190)
- **Redondo Speed Enforcement Fund** (191)
- **Transportation Benefit District Fund** (199)

DEBT SERVICE FUNDS

The Des Moines Municipal Code (DMMC 3.48.150) establishes a single Debt Service Fund for financial reporting purposes. However, for managerial and budgeting purposes, the City maintains three debt service funds which are combined into a single fund in the annual financial statements. Debt service funds are used to account for the accumulation of resources for and the payment of general long-term debt, principal, interest, and related costs. The City of Des Moines has the following debt service funds:

- **REET 2 Debt Service Fund** (202)
- **2023 LTGO Bonds** (203)
- **2018 Limited Tax General Obligation Bond Debt Service Fund** (208)

CAPITAL PROJECT FUNDS

The Des Moines Municipal Code (DMMC 3.48.070) establishes a single Capital Projects Fund for financial reporting purposes. However, for managerial and budgeting purposes, the City maintains several Capital Projects Funds which are combined into a single fund in the annual financial statements. The Capital Projects Funds are used to account for the acquisition or construction of major capital facilities except those financed by proprietary funds. The City of Des Moines has the following capital project funds:

- **Municipal Capital Improvement Fund** (310)
- **Transportation Capital Improvement Fund** (319)

These funds are funding sources for capital projects:

- **REET 1 Revenue Fund** (301)
- **REET 2 Revenue Fund** (302)
- **Park Levy Revenue Fund** (305)

- **Park In Lieu Revenue Fund** (306)
- **One-time Sales Tax & B&O Tax Revenue Fund** (309)
- **Traffic In Lieu Fund** (320)
- **Traffic Impact – Citywide Revenue Fund** (321)
- **Traffic Impact – Pacific Ridge Revenue Fund** (322)

ENTERPRISE FUNDS

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is to finance or recover, primarily through user charges, the costs of providing goods or services to the public on a continuing basis. The City of Des Moines has the following enterprise funds:

- **Marina Fund** (401)
- **Surface Water Management Fund (SWM)** (450)

INTERNAL SERVICE FUNDS

Internal Service Funds are used to account for business-like activities where related goods or services are primarily provided to other departments or funds of the City on a cost-reimbursed basis. The City of Des Moines has the following internal service funds:

- **Equipment Rental Operations Fund** (500)
- **Equipment Rental Replacement Fund** (501)
- **Facility Repair & Replacement Fund** (506)
- **Computer Replacement Fund** (511)
- **Self-Insurance Fund** (520)
- **Unemployment Insurance Fund** (530)

FIDUCIARY FUND

A fiduciary fund is a fund that accounts for assets held by a government as an agent or trustee for the benefit of outside parties. These outside parties can include individuals, private organizations, or other governments. The City of Des Moines has the following fiduciary funds:

- **Custodial Fund** (630)

No appropriations are made for the Custodial Fund.

For budget presentation purposes, the General Fund and other funds representing a significant portion of the City's financial activity are presented as major funds. Other funds are classified as non-major funds. These classifications are used to organize and present the budget and do not represent a determination of major funds under generally accepted accounting principles (GAAP).

Fund #	Fund	Appropriated	Major Fund	Non-Major Fund
Governmental Funds				
001	General Fund	✓	✓	
Special Revenue Funds				
101	Street Fund	✓		✓
102	Street Pavement Fund	✓		✓
103	Public Safety Sales Tax Fund	✓		✓
105	Development Fund	✓		✓
107	Police Drug Seizure Fund	✓		✓
111	Lodging Excise Tax Fund	✓		✓
113	Affordable Housing Sales Tax Fund	✓		✓
140	Redondo Zone Fund	✓		✓
141	Waterfront Zone Fund	✓		✓
142	PBPW Automation Fee Fund	✓		✓
151	Urban Forestry Fund	✓		✓
180	Nuisance Property Abatement Fund	✓		✓
190	Automated Speed Enforcement Fund	✓		✓
191	Redondo Speed Enforcement Fund	✓		✓
199	Transportation Benefit District Fund	✓		✓
Debt Service Funds				
202	REET2 Eligible Debt Service Fund	✓		✓
203	2023 LTGO Bond Debt Service Fund	✓		✓
208	2018 LTGO & Refunding Bonds Fund	✓		✓
Capital Projects Funds*				
301	REET1 1st Quarter % Fund	✓		✓
302	REET 2nd Quarter % Fund	✓		✓
305	Park Levy Fund	✓		✓
306	Park In Lieu Fund	✓		✓
309	One-Time Tax Revenues Fund	✓		✓
310	Municipal Capital Improvements Fund	✓	✓	
319	Transportation Capital Improvements Fund	✓	✓	
320	Traffic In Lieu Fund	✓		✓
321	Traffic Impact - City Wide Fund	✓		✓
322	Traffic Impact - Pacific Ridge Fund	✓		✓
Proprietary Funds				
Enterprise Funds				
401	Marina Fund	✓	✓	
450	Surface Water Fund	✓	✓	
Internal Service Funds				
500	Equipment Rental Operations Fund	✓		✓
501	Equipment Rental Replacement Fund	✓		✓
506	Facility Repair & Replacement Fund	✓		✓
511	Computer Replacement Fund	✓		✓
520	Self-Insurance Fund	✓		✓
530	Unemployment Insurance Fund	✓		✓

**When all Capital Projects Funds are combined into one Capital Projects Fund for financial reporting purposes, the Capital Projects Fund is considered a major fund.*

The City's budget and financial statements are prepared on the cash basis, an "Other Comprehensive Basis of Accounting" prescribed by the Washington State Auditor's Office. Cash basis accounting provides straightforward financial reporting and a conservative approach to budgeting because revenues that remain receivable at year-end are not recognized as available resources until they are received.

Under the cash basis, revenues are recognized when received, and expenditures are generally recognized when paid. In accordance with State law, the City's books remain open for 20 days following the end of the year to allow for payment of goods and services received in the prior year.

GENERAL FUND

One-Time Revenues Policy

Des Moines Municipal Code (DMMC) 3.100.030

The City's One-Time Revenues Policy requires sales tax and business and occupation (B&O) tax revenues generated by development projects with a total value exceeding $15 million to be transferred from the General Fund to capital improvement funds for eligible capital purposes. These revenues are considered one-time in nature and are not intended to support ongoing General Fund operating expenditures.

The policy was established through Ordinance 1561, adopted in 2012, and Ordinance 1637, adopted in 2015, to help preserve ongoing revenues for recurring operations while directing significant nonrecurring revenues toward capital investment.

Ending Fund Balance Policy

DMMC 3.08.010 – 16.67% Operating Reserve

The City's General Fund reserve policy establishes a minimum unrestricted ending fund balance, or operating reserve, equal to two months (16.67%) of recurring annual operating expenditures. The policy is intended to provide sufficient resources to address revenue fluctuations, unforeseen expenditures, emergencies, and other short-term financial needs.

The City develops and monitors its budget with the objective of maintaining the General Fund operating reserve at or above this established minimum.

BALANCED BUDGET

Washington State law requires municipal appropriations to be limited to the total estimated resources available, including estimated revenues, property tax revenues, and available beginning fund balances (RCW 35.33.075, 35A.33.075, 35.34.120, and 35A.34.120).

Accordingly, the City adopts a balanced budget in which total appropriations do not exceed the resources estimated to be available to finance those appropriations.

DEBT POLICIES

DMMC 3.08.020

The City's debt management policies provide a framework for the prudent use and administration of debt. The policies emphasize the use of debt primarily for long-term capital purposes, consideration of alternative funding sources, and alignment of debt repayment with the useful life of the assets being financed.

The City's debt management policies provide that:

1. Debt shall not be used to finance ongoing operating costs.
2. Whenever possible, the City shall identify and evaluate alternative funding sources to minimize the use of debt.
3. The City shall determine the most advantageous financing method for each new project.
4. Pay-as-you-go financing for capital improvements shall be used whenever feasible.
5. Total general obligation debt shall not exceed seven percent of the City's actual assessed value, as required by law.
6. The City shall utilize intergovernmental contributions, when available, to finance capital improvements consistent with City goals and priorities.
7. The scheduled maturities of long-term obligations shall not exceed the expected useful life of the capital project or asset being financed.
8. The City shall maintain professional relationships with financial institutions and bond rating agencies and follow applicable requirements for full and open financial disclosure.

BUDGET DEVELOPMENT

The budget process is a comprehensive planning effort that links the City's financial resources with the services, programs, and capital investments provided to the community. The process begins with an assessment of City priorities and financial conditions, followed by the development of goals, revenue and expenditure forecasts, departmental operating plans, and proposed resource allocations.

Budget development is a year-round process that includes financial monitoring, long-term forecasting, and planning throughout the biennium. Formal preparation of the upcoming biennial budget generally begins in the spring of the year preceding the new biennium.

PREPARING THE BUDGET

The formal budget process begins with development of the budget calendar and establishment of budget priorities and direction by the City Manager. The Finance Department works with City Administration to develop budget assumptions, instructions, and parameters for departments to use in preparing their requests.

Departments review existing programs, staffing, service levels, and anticipated operational needs and prepare budget requests for the upcoming biennium. Requests for new programs, positions, services, or other significant additions are separately identified and evaluated. Finance and City Administration meet with departments throughout the process to review departmental priorities, operating requirements, and proposed changes.

The Finance Department develops revenue forecasts using historical trends, current collections, economic conditions, known or anticipated changes in revenue sources, and information regarding development and other activity within the community. Expenditure projections incorporate salaries and benefits, contractual obligations, inflationary impacts, changes in service levels and workloads, and other factors expected to affect City costs. Non-departmental expenditures are budgeted separately based on the requirements of each program or activity.

As departmental requests and financial projections are completed, the Finance Department consolidates the information for review by the City Manager and City Administration. Proposed allocations are evaluated in relation to available resources, City priorities, service needs, and the City's long-term financial outlook. Adjustments are made as necessary to develop a balanced proposed budget.

The biennial budget also incorporates appropriations for capital projects scheduled during the budget period. Capital appropriations are based on the City's adopted six-year Capital Improvements Plan (CIP). The CIP provides a long-term framework for identifying, prioritizing, and financing capital investments, while the adopted biennial budget provides the legal spending authority for projects funded during the biennium.

Public engagement and City Council review are important components of the budget process. The City held a Community Budget Town Hall on August 18, 2026 to provide residents an opportunity to learn about the budget and provide input. An initial budget presentation was made to the Citizens Advisory Board on August 26, 2026, followed by a City Council budget workshop on September 12, 2026. A second budget presentation to the Citizens Advisory Board is scheduled for October 28, 2026.

The Preliminary Biennial Budget will be completed and provided to the City Council by October 1, 2026, in accordance with State law. The proposed budget will then be formally considered by the City Council at a public hearing and first reading on October 29, 2026, with a second reading scheduled for November 12, 2026. These meetings provide opportunities for the City Council and public to review the proposed budget before final adoption. Public hearings are advertised in accordance with State law, and members of the public are encouraged to review the proposed budget and provide comments.

ADOPTING THE BUDGET

The City of Des Moines biennial budget is adopted by ordinance in accordance with applicable Washington State law. The budget must be balanced and adopted before the beginning of the biennium. The adopted budget establishes the legal authority for City expenditures and identifies the resources available to finance those expenditures.

MONITORING THE BUDGET

Budget monitoring continues throughout the biennium. City departments have access to financial reports that compare actual revenues and expenditures with adopted budget amounts. The Finance Department regularly reviews financial activity, revenue performance, expenditure trends, and projected fund balances and provides periodic financial reporting to City Administration and the City Council.

In accordance with Washington State law (RCW 35A.34.130), the City conducts a formal mid-biennium review during the first year of each biennium. As part of this process, revenue and expenditure forecasts are updated, departmental adjustment requests are evaluated, and changes necessary to address updated financial conditions, operational requirements, and City priorities are presented to the City Council for consideration. The mid-biennium budget modification is adopted by ordinance following a public hearing.

AMENDING THE BUDGET

The City of Des Moines adopts its budget at the fund level. The City Manager has authority to transfer budgeted amounts between programs within a fund, while amendments that change the total appropriation of a fund require City Council approval.

When changes in financial conditions, operating requirements, or City priorities require an increase or decrease in a fund’s appropriation, the City Council may amend the budget by ordinance. Proposed amendments identify the reason for the change and its financial impact.

Budget amendments are considered as needed during the biennium to ensure that appropriations remain aligned with anticipated revenues, expenditures, and City priorities. All appropriations lapse at the end of each fiscal year.

Budget Calendar	
Date	**Major Steps in Process**
May 2026	Review Financial/Budget Policies
June 2026	Determine/Discuss Budget Assumptions
June 2026	Economic Data - Trends and Comparisons
July 2026	Update Indirect Cost Allocation Plan
July 28, 2026 - July 30, 2026	Department Meetings with City Manager
August 2026	Initial Five-Year Forecast
August 2026	Budget and Capital Balancing/Decisions - Finance meets with City Manager and Assistant City Manager to review requests, make decisions and balance funds
August 6, 2026	Preliminary Discussion 2027-2032 CIP Plan to Committee of the Whole
August 18, 2026	City Budget Town Hall
August 26, 2026	Budget discussion with Citizens Advisory Board
August 27, 2026	CIP Presented to Council
COUNCIL BUDGET WORKSHOP - SEPTEMBER 12, 2026	
September 2026	Budget Message - Draft
September 2026	Finance Prepares Preliminary Budget
PRELIMINARY BIENNIAL BUDGET SUBMITTED TO COUNCIL - OCTOBER 1, 2026	
October 28, 2026	Present Budget to Citizens Advisory Board
October 29, 2026	Public Hearing: Preliminary 2027/2028 Biennial Budget - 1st Reading
October 29, 2026	Public Hearing and Adoption: 2027 Property Tax Levy - 1st Reading
October 29, 2026	Public Hearing and Adoption: 2026 Annual Budget Adjustments - 1st Reading
November 12, 2026	Public Hearing: Preliminary 2027/2028 Biennial Budget - 2nd Reading
November 12, 2026	Public Hearing and Adoption: 2027 Property Tax Levy - 2nd Reading
November 12, 2026	Public Hearing and Adoption: 2026 Annual Budget Adjustments - 2nd Reading
Mid-Biennium Review	
July 6, 2027	Call for mid-biennium review and adjustments
July 19, 2027	Finance/City Manager review Capital Improvements Plan (CIP)
August 2027	Determine/Discuss Budget Assumptions/Economic Trends
August 6, 2027	Mid-biennium adjustment requests due to Finance
August 16, 2027 - August 27, 2027	Budget meetings with departments
August 26, 2027	CIP Presented to Council - Committee of the Whole
September 2027	Update of Five-Year Forecast
September 13, 2027	Finance/City Manager review budget adjustments
2027/2028 Biennial Budget Adjustments Available to Council - October 15, 2027	
October 2027	Budget presentation to Citizens Advisory Board
October 28, 2027	Public Hearing and Adoption: 2028 Property Tax Levy - 1st Reading
October 28, 2027	Public Hearing and Adoption: 2027/2028 Biennial Budget Adjustments- 1st Reading
November 18, 2027	Public Hearing and Adoption: 2028 Property Tax Levy - 2nd Reading
November 18, 2027	Public Hearing and Adoption: 2027/2028 Biennial Budget Adjustments - 2nd Reading

Budget Overview

- Strategic Plan
- Financial Environment
- Budget Priorities and Highlights
- Personnel Changes
- Staffing Levels
- Index of Positions and Pay Schedules

Strategic Plan

In 2026, the City of Des Moines adopted Charting Our Course, the 2026–2030 Strategic Plan, the City's first citywide strategic plan. The plan establishes a common framework to guide City decisions, priorities, investments, and the allocation of limited resources. It is intentionally high-level, serving as a compass that connects long-term community priorities with the City's daily work, budget decisions, and other functional plans.

Development of the Strategic Plan began in 2025 and included extensive engagement with the City Council, community members, and City staff. The process included individual Council interviews, five community focus groups, an employee survey with 113 responses, a community survey with 1,036 responses, and a Town Hall attended by more than 80 community members. City staff and the City Council subsequently held workshops to review the themes identified through the engagement process and develop a framework grounded in both community aspirations and the City's operational capacity.

The Strategic Plan establishes the City's vision to be “The premier waterfront community on Puget Sound.” Its mission emphasizes maintaining a safe and sustainable environment while ensuring a high quality of life, supported by the organizational values of teamwork, customer service, safety, responsibility, and integrity.

The plan focuses City resources and efforts around six strategic priorities:

Economic Vitality — Cultivate a dynamic economy that attracts investment and is sustainable for residents and businesses. Strategies include economic development, downtown revitalization, investment in the Marina, and creating an environment supportive of business investment.

Financial Stability — Maintain solid financial footing through steady and diverse revenues, responsible cost management, alignment of spending with City priorities, strong financial forecasting, partnerships, and healthy reserves.

Public Safety — Provide responsive public safety services through appropriate staffing, data-informed decision-making, traffic safety efforts, emergency preparedness, community partnerships, and sustainable animal control services.

Engaged and Thriving Community — Foster an informed, involved, and connected community through programs, events, public spaces, civic engagement opportunities, and accessible communication.

Natural and Built Environment — Preserve the City's natural resources while investing in infrastructure, parks and public assets, addressing airport impacts, and improving mobility, safety, and connectivity.

Organizational Excellence — Build a skilled and supported workforce focused on customer service, employee development and engagement, recruitment and retention, and effective use of technology and organizational resources.

The 2027–2028 Biennial Budget serves as an important tool for implementing the Strategic Plan by aligning City resources with these priorities. Department goals presented throughout the budget identify how individual programs and services contribute to the City's broader strategic direction.

Municipal Financial Environment

Cities throughout Washington are experiencing increasing financial pressure as the cost of providing municipal services grows faster than many traditional revenue sources. State law generally limits annual growth in regular property tax levies to 1 percent, excluding revenue associated with new construction and certain other adjustments. At the same time, cities continue to experience increasing costs for personnel, public safety, infrastructure, insurance, technology, and other essential services.

These pressures are not unique to Des Moines. A 2026 Association of Washington Cities survey found that 72 percent of responding cities anticipate ongoing structural budget challenges in which revenues do not keep pace with the cost of providing services. These challenges can be particularly significant for smaller and lower-tax-base cities, which provide many of the same core municipal services as larger jurisdictions with fewer resources.

Des Moines enters the 2027–2028 biennium within this broader financial environment. Like many Washington cities, the City faces the challenge of minimal revenue growth coupled with rapidly increasing costs for personnel, public safety, infrastructure, technology, and other municipal services. The City's financial position requires continued attention to recurring revenues and expenditures, reserve levels, and the long-term sustainability of City services.

During the August 6, 2026 City Council meeting, the Council established the following priorities:



Budget Highlights

The 2027–2028 Biennial Budget reflects the priorities identified by the City Council through targeted investments, staffing, and financial decisions. Key highlights are summarized below.

Public Safety Staffing

- Adds two new patrol officers, one in 2027 and one in 2028
- Funds two patrol officers, animal control, and public defender costs with Public Safety Sales Tax
- Restores K-9 Patrol
- Funds a Police staffing study

Make Des Moines Easier to Develop

- Adds Permit Services Manager position
- Emphasizes timely permitting and responsive customer service

Set a Long-Term Direction for the Marina

- Funds Marina Master Plan
- Advances Marina Seawall Project

Strengthen Fund Balance Reserves

- General Fund budgeted to add $125,000 per year to cash reserves
- Retains one-time taxes in the General Fund
- Increases contingency funding for emergencies and unforeseen costs

Budget at a Glance

The 2027–2028 Biennial Budget provides funding for City operations, programs, debt service, capital improvements, and internal services. Total expenditures are budgeted at $71.4 million in 2027 and $80.0 million in 2028. The increase in 2028 is largely attributable to the timing of planned capital projects.

Fund Type	2027 Revenue	2027 Expenditures	2028 Revenue	2028 Expenditures
General Fund	$27,980,820	$27,726,974	$28,220,757	$28,095,757
Special Revenue	$10,939,270	$12,632,763	$9,815,412	$11,955,716
Debt Service	$1,113,192	$1,113,189	$1,112,513	$1,112,505
Capital Projects	$6,486,833	$9,309,525	$14,690,833	$19,218,492
Enterprise	$14,419,377	$16,188,289	$13,453,042	$16,566,739
Internal Service	$4,351,136	$4,421,580	$4,199,537	$3,039,884
Total	**$65,290,628**	**$71,392,320**	**$71,492,094**	**$79,989,092**

Key Assumptions

Revenue estimates for the biennium reflect current economic conditions, recent collection trends, and known changes affecting major revenue sources. The following assumptions were used in developing the 2027 and 2028 budget.

Revenue Source	2027–2028 Assumption
Property Tax	1% annual statutory increase
Sales Tax	2% annual growth
Utility Tax	Continued growth in electricity; declines in cable and telephone
B&O Tax	Stable ongoing revenues
Gambling Tax	Includes revenue from new gambling activity
Red-Light Infractions	Continued decline
One-Time Sales/B&O	Decline from recent levels

Personnel Changes

Personnel Change	Position	Budget Impact
Positions Added	Communications Manager*	General Fund
	Patrol Officers *(1 each in 2027 and 2028)*	General Fund
	Code Enforcement Officer	Development Fund
	Permit Services Manager	Development Fund
Increased Capacity	Human Resources Analyst	Part-time Extra Hire to full-time regular
	Paralegal/Domestic Violence Advocate	0.85 FTE to 1.0 FTE
Reduced Capacity	Grants Management Analyst	Reduced from 1.0 to 0.8 FTE
	Program Coordinator – Facility Rentals	Budgeted for 2027 only
Positions Ending	Director of Community/Administrative Services*	
	Community Events and Services Manager**	General Fund

* The Director of Administrative Services position is being replaced by a Communications Manager position, resulting in lower personnel costs.

** The Community Events and Services Manager position is being eliminated as part of the 2026 reorganization that established the Parks and Recreation Director position.

Staffing Levels

The following schedules present citywide staffing levels for 2024 through 2028, expressed as full-time equivalents (FTEs), to provide a view of changes in authorized positions over time. Extra-hire positions are not reflected in these schedules.

Note: Changes in FTEs between funds may reflect changes in personnel allocations rather than changes in overall staffing. Beginning in 2027, Public Works maintenance personnel are allocated more directly to their primary service areas, including the Street Fund.

STAFFING LEVELS					
POSITION	2024	2025	2026	2027	2028
CITY COUNCIL					
Mayor	1.00	1.00	1.00	1.00	1.00
Deputy Mayor	1.00	1.00	1.00	1.00	1.00
Council Member	5.00	5.00	5.00	5.00	5.00
Total City Council	**7.00**	**7.00**	**7.00**	**7.00**	**7.00**
CITY MANAGER					
City Manager	1.00	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00	1.00
Chief Administrative Officer	1.00	-	-	-	-
Director of Communications	1.00	-	-	-	-
Management Analyst	1.00	1.00	-	-	-
Director of Emergency Preparedness & Safety Officer	1.00	-	-	-	-
Total City Manager	**6.00**	**3.00**	**2.00**	**2.00**	**2.00**
HUMAN RESOURCES					
Human Resources Intern (Limited Term)	0.33	-	-	-	-
Senior Human Resources Analyst	-	1.00	1.00	1.00	1.00
Human Resources Analyst	1.00	-	-	1.00	1.00
Human Resources Analyst (Limited Term)	1.00	-	-	-	-
Total Human Resources	**2.33**	**1.00**	**1.00**	**2.00**	**2.00**
CITY CLERK					
Director of Administrative Services	-		0.50	0.10	-
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II	1.00	1.00	1.00	1.00	1.00
City Hall Office Specialist	-	1.00	1.00	1.00	1.00
Total City Clerk	**3.00**	**4.00**	**4.50**	**4.10**	**4.00**
COMMUNICATIONS					
Director of Administrative Services	-		0.50	0.10	-
Communications Manager	-	-	-	1.00	1.00
Communications Program Analyst	-	1.00	0.75	0.75	0.75
Total Communications	**-**	**1.00**	**1.25**	**1.85**	**1.75**

STAFFING LEVELS					
POSITION	2024	2025	2026	2027	2028
FINANCE					
Finance Director	1.00	1.00	1.00	1.00	1.00
Finance Operations Manager	1.00	1.00	1.00	1.00	1.00
Principal Accountant	1.00	1.00	1.00	1.00	1.00
Senior Accounting Specialist	1.00	1.00	1.00	1.00	1.00
Staff Accountant	2.00	2.00	2.00	2.00	2.00
Payroll Specialist II	1.00	1.00	1.00	1.00	1.00
Grant Analyst	-	-	1.00	0.80	0.80
Total Finance	**7.00**	**7.00**	**8.00**	**7.80**	**7.80**
INFO TECHNOLOGY					
IT Director	1.00	-	-	-	-
IT Manager	-	1.00	1.00	1.00	1.00
IT Operations Supervisor	1.00	-	-	-	-
IT Business Operations Coordinator - Limited Term	-	-	-	1.00	1.00
Business Support Analyst	1.00	1.00	1.00	1.00	1.00
IT Specialist	1.00	2.00	2.00	1.00	1.00
Total Info Technology	**4.00**	**4.00**	**4.00**	**4.00**	**4.00**
LEGAL					
City Attorney	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney	1.00	1.00	1.00	1.00	1.00
Prosecuting Attorney	1.00	1.00	1.00	1.00	1.00
Deputy Prosecuting Attorney	1.00	1.00	1.00	1.00	1.00
Paralegal/Domestic Violence Advocate	0.82	0.82	0.85	1.00	1.00
Total Legal	**4.82**	**4.82**	**4.85**	**5.00**	**5.00**
MUNICIPAL COURT					
Judge	0.80	0.80	0.80	0.80	0.80
Director of Court Administration	1.00	1.00	1.00	1.00	1.00
Court Operations Supervisor	1.00	1.00	1.00	1.00	1.00
Court Clerks	5.00	5.00	5.00	6.00	6.00
Court Clerk (Limited Term)	1.00	1.00	1.00	-	-
Court Marshal	2.00	2.00	1.00	1.00	1.00
Support Services Specialist	2.00	2.00	2.00	2.00	2.00
Total Municipal Court	**12.80**	**12.80**	**11.80**	**11.80**	**11.80**
POLICE					
Chief of Police	1.00	1.00	1.00	1.00	1.00
Assistant Chief of Police	2.00	2.00	2.00	2.00	2.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Sergeant - Detectives	1.00	1.00	1.00	1.00	1.00
Patrol Officers - Detectives	5.00	5.00	5.00	5.00	5.00
Traffic Enforcement Officer	1.00	1.00	1.00	1.00	1.00
Sergeant - Special Investigations	1.00	1.00	1.00	1.00	1.00
Sergeant - Administrative Services	1.00	1.00	1.00	1.00	1.00
Sergeant - Patrol	4.00	4.00	4.00	4.00	4.00
Patrol Officers - Patrol	20.00	20.00	20.50	21.50	22.50
Patrol Officers - Patrol (ARPA)	2.00	-	-	-	-
Crisis Response Specialist	1.00	1.00	1.00	1.00	1.00
Crime Analyst (ARPA)	1.00	-	-	-	-
Communications Program Analyst	-	-	0.25	0.25	0.25
Community Service Officer	2.00	2.00	2.00	2.00	2.00
Digital and Field Evidence Specialist	1.00	1.00	1.00	1.00	1.00
Record Supervisor	1.00	1.00	1.00	1.00	1.00
Court Marshal	-	-	1.00	1.00	1.00
Record Specialists	5.00	5.00	5.00	5.00	5.00
Total Police	**50.00**	**47.00**	**48.75**	**49.75**	**50.75**

STAFFING LEVELS					
POSITION	2024	2025	2026	2027	2028
PLANNING, BUILDING & PUBLIC WORKS (TAX-BASED)					
Planning, Building & Permits					
Community Development Director	0.50	0.50	0.50	0.50	0.50
Building Official	1.00	1.00	1.00	1.00	1.00
Permit Coordinator	0.30	0.30	0.30	0.30	0.30
Total Planning, Building & Permits	**1.80**	**1.80**	**1.80**	**1.80**	**1.80**
Public Works Maintenance (Building Maintenance)					
Public Works Director	0.05	0.05	0.05	0.05	0.05
Maintenance Superintendent	0.15	0.15	0.15	0.15	0.15
Senior Maintenance Lead - Facilities	1.00	1.00	1.00	1.00	1.00
Maintenance Specialist - Facilities	1.00	1.00	1.00	1.00	1.00
Maintenance Worker - Facilities	1.00	1.00	1.00	-	-
Administrative Assistant II	0.06	0.06	0.06	0.06	0.06
Total Public Works Building Maintenance	**3.26**	**3.26**	**3.26**	**2.26**	**2.26**
Public Works Maintenance (Parks Maintenance)					
Public Works Director	0.05	0.05	0.05	0.05	0.05
Maintenance Superintendent	0.15	0.15	0.15	0.15	0.15
Assistant Maintenance Superintendent	0.30	0.30	0.30	1.00	1.00
Senior Maintenance Lead - Parks	1.00	-	-	1.00	1.00
Maintenance Specialist - Parks	1.00	-	-	-	-
Maintenance Worker - Parks	5.00	5.00	5.00	3.00	3.00
Administrative Assistant II	0.06	0.06	0.06	0.06	0.06
Total Public Works Parks Maintenance	**7.56**	**5.56**	**5.56**	**5.26**	**5.26**
Engineering & CIP Services					
Public Works Director	0.20	0.20	0.20	0.20	0.20
City Engineer	0.25	0.25	0.25	0.25	0.25
Principal Engineer	0.50	0.50	0.50	0.50	0.50
Capital Improvement Projects Manager	-	1.00	1.00	1.00	1.00
Surface Water/Environment Engineering Manager	-	-	-	0.15	0.15
Engineering Inspector	0.05	0.05	0.05	0.05	0.05
Administrative Assistant II	0.06	0.06	0.06	0.06	0.06
Total Engineering & CIP Services	**1.06**	**2.06**	**2.06**	**2.21**	**2.21**
Total Planning, Building & Public Works Tax Based	**13.68**	**12.68**	**12.68**	**11.53**	**11.53**

STAFFING LEVELS					
POSITION	2024	2025	2026	2027	2028
Parks and Recreation					
Administration					
Director of Community/Administrative Services	0.25	0.75	-	-	-
Parks and Recreation Director				1.00	1.00
Program Supervisor		1.00	1.00	1.00	1.00
Community Events Assistant		1.00	1.00	-	-
Program Coordinator - Recreation	1.00	1.00	3.00	3.00	3.00
Program Coordinator - Facility Rentals	1.00	1.00	1.00	1.00	-
Lead Facility Attendant	0.25	0.25	-	-	-
Recreation Manager	1.00	-	-	-	-
Assistant Recreation Manager	1.00	-	-	-	-
Program Support Specialist	1.00	-	-	-	-
Office Attendant	0.50	0.50	-	-	-
Total Administration	**6.00**	**5.50**	**6.00**	**6.00**	**5.00**
Recreation Program					
Recreation Program Supervisor	-	1.00	-	-	-
Recreation Instructor	0.48	-	-	-	-
Total Recreation Program	**0.48**	**1.00**	**-**	**-**	**-**
Community Events and Senior Services					
Community Events and Services Director	0.75	-	-	-	-
Community Events and Services Manager	-	1.00	-	-	-
Community Events Assistant	-	2.00	-	-	-
Events & Facilities Manager	1.00	-	-	-	-
Senior Event Planner	1.00	-	-	-	-
Events and Facility Coordinator Assistant	1.00	-	-	-	-
Program Support Specialist	1.00	1.00	-	-	-
Total Community Events and Senior Services	**4.75**	**4.00**	**-**	**-**	**-**
Total Parks and Recreation	**11.23**	**10.50**	**6.00**	**6.00**	**5.00**
Total General Fund	**121.86**	**114.80**	**111.83**	**112.83**	**112.63**

STREET FUND					
Public Works Director	0.15	0.20	0.20	0.20	0.20
City Engineer	0.05	0.05	0.05	0.05	0.05
Principal Engineer	-	-	-	0.20	0.20
Civil Engineer I	-	1.00	1.00	1.00	1.00
GIS Administrator	0.30	0.30	0.30	0.30	0.30
Maintenance Superintendent	0.30	0.30	0.30	0.30	0.30
Assistant Maintenance Superintendent	0.30	0.30	0.30	-	
Senior Maintenance Lead	1.00	1.00	1.00	1.00	1.00
Maintenance Worker	2.00	2.00	2.00	6.00	6.00
Traffic Control Specialist	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II	0.15	0.15	0.15	0.15	0.15
Total Street Fund	**5.25**	**6.30**	**6.30**	**10.20**	**10.20**

STAFFING LEVELS					
POSITION	2024	2025	2026	2027	2028
DEVELOPMENT FUND					
Planning, Building & Permits					
Community Development Director	0.50	0.50	0.50	0.50	0.50
Planning & Development Services Manager	1.00	1.00	1.00	1.00	1.00
Senior Planner	1.00	1.00	1.00	1.00	1.00
Land Use Planner I	2.00	2.00	2.00	2.00	2.00
Asst Bldg Official/Electr & Bldg Inspector	1.00	1.00	1.00	1.00	1.00
Electrical/Bldg Inspector/Plans Exam	1.00	1.00	1.00	1.00	1.00
Plans Examiner/Building Inspector	2.00	2.00	2.00	2.00	2.00
Permit Services Manager				1.00	1.00
Permit Coordinator	1.70	1.70	1.70	1.70	1.70
GIS Administrator	0.15	0.15	0.15	0.15	0.15
Code Enforcement Officer	-	-	-	1.00	1.00
Total Planning, Building & Permits	**10.35**	**10.35**	**10.35**	**12.35**	**12.35**
Engineering & CIP Services					
Public Works Director	0.40	0.15	0.15	0.15	0.15
City Engineer	0.70	0.70	0.70	0.70	0.70
Principal Engineer	0.50	0.50	0.50	0.30	0.30
Capital Improvement Projects Mgr	1.00	-	-	-	-
Civil Engineer I (Sound Transit)	1.00	-	-	-	-
Civil Engineer I	1.00	1.00	1.00	1.00	1.00
Engineering Inspector	0.95	0.95	0.95	0.95	0.95
GIS Administrator	0.15	0.15	0.15	0.15	0.15
Administrative Assistant II	0.20	0.20	0.20	0.20	0.20
Total Engineering & CIP Services	**5.90**	**3.65**	**3.65**	**3.45**	**3.45**
Total Development Fund	**16.25**	**14.00**	**14.00**	**15.80**	**15.80**

MARINA FUND					
Harbormaster	1.00	1.00	1.00	1.00	1.00
Assistant Harbormaster	1.00	1.00	1.00	1.00	1.00
Office Specialist	2.00	1.00	1.00	1.00	1.00
Administrative Coordinator I-II Marina	-	1.00	1.00	1.00	1.00
Senior Maintenance Lead	2.00	2.00	2.00	2.00	2.00
Marina Environmental & Operations Specialist	1.00	1.00	1.00	1.00	1.00
Harbor Attendant	3.00	3.00	5.00	5.00	5.00
Total Marina Fund	**10.00**	**10.00**	**12.00**	**12.00**	**12.00**

STAFFING LEVELS					
POSITION	2024	2025	2026	2027	2028
SURFACE WATER MANAGEMENT (SWM) FUND					
Public Works Director	0.10	0.30	0.30	0.30	0.30
Administrative Assistant	0.40	0.40	0.40	0.40	0.40
Surface Water/Environment Engineering Manager	1.00	1.00	1.00	0.85	0.85
Civil Engineer I	1.00	1.00	1.00	1.00	1.00
Civil Engineer II	1.00	1.00	1.00	1.00	1.00
GIS Administrator	0.40	0.40	0.40	0.40	0.40
Engineering Technician	3.00	3.00	3.00	3.00	3.00
Maintenance Superintendent	0.30	0.30	0.30	0.30	0.30
Assistant Maintenance Superintendent	0.30	0.30	0.30	-	-
Senior Maintenance Lead	1.00	1.00	1.00	1.00	1.00
Maintenance Specialist	1.00	1.00	1.00	1.00	1.00
Maintenance Worker	4.00	4.00	4.00	4.00	4.00
Total Surface Water Management Fund	**13.50**	**13.70**	**13.70**	**13.25**	**13.25**
EQUIPMENT RENTAL MAINTENANCE FUND					
Public Works Director	0.05	0.05	0.05	0.05	0.05
Administrative Assistant	0.07	0.07	0.07	0.07	0.07
Maintenance Superintendent	0.10	0.10	0.10	0.10	0.10
Assistant Maintenance Superintendent	0.10	0.10	0.10	-	
Lead Mechanic	1.00	1.00	1.00	1.00	1.00
Mechanic	1.00	1.00	1.00	1.00	1.00
Total Equipment Rental Fund	**2.32**	**2.32**	**2.32**	**2.22**	**2.22**
Total Other Funds	**47.32**	**46.32**	**48.32**	**53.47**	**53.47**
GRAND TOTAL	**169.18**	**161.12**	**160.15**	**166.30**	**166.10**

City of Des Moines – Index of Positions and Pay Schedule
Directors and City Manager

Positions are assigned to a pay grade, not to a step. Any step in the grade may apply.

Grade	Positions in This Grade	Step	2027 · COLA 3.0%			2028 · COLA 2.5%		
			Hourly Rate	Semi-Monthly	Annual Salary	Hourly Rate	Semi-Monthly	Annual Salary
D-30	—	1	58.8356	5,099.28	122,382.69	60.3065	5,226.77	125,442.26
		2	61.7802	5,354.49	128,507.82	63.3247	5,488.36	131,720.52
		3	64.8722	5,622.47	134,939.25	66.4940	5,763.04	138,312.74
		4	68.1198	5,903.94	141,694.46	69.8228	6,051.54	145,236.82
		5	71.5292	6,199.43	148,786.48	73.3175	6,354.42	152,506.15
D-31	—	1	61.1896	5,303.30	127,279.30	62.7194	5,435.89	130,461.28
		2	64.2522	5,568.74	133,649.72	65.8585	5,707.96	136,990.96
		3	67.4631	5,847.02	140,328.59	69.1497	5,993.20	143,836.80
		4	70.8354	6,139.30	147,343.22	72.6062	6,292.79	151,026.80
		5	74.3781	6,446.34	154,712.13	76.2375	6,607.50	158,579.93
D-32	Deputy Harbormaster	1	63.6322	5,515.00	132,360.16	65.2230	5,652.88	135,669.16
		2	66.8132	5,790.70	138,976.91	68.4836	5,935.47	142,451.33
		3	70.1568	6,080.49	145,931.58	71.9107	6,232.50	149,579.87
		4	73.6621	6,384.29	153,223.09	75.5036	6,543.90	157,053.67
		5	77.3452	6,703.50	160,884.13	79.2788	6,871.09	164,906.23
D-33	—	1	66.1787	5,735.70	137,656.83	67.8331	5,879.10	141,098.25
		2	69.4849	6,022.25	144,534.10	71.2220	6,172.81	148,147.45
		3	72.9610	6,323.53	151,764.57	74.7850	6,481.61	155,558.69
		4	76.6068	6,639.51	159,348.23	78.5219	6,805.50	163,331.93
		5	80.4371	6,971.48	167,315.57	82.4480	7,145.77	171,498.46
D-34	Director of Court Administration	1	68.8283	5,965.35	143,168.24	70.5490	6,114.48	146,747.45
		2	72.2676	6,263.44	150,322.40	74.0743	6,420.02	154,080.46
		3	75.8836	6,576.83	157,843.91	77.7807	6,741.25	161,790.01
		4	79.6772	6,905.62	165,734.96	81.6691	7,078.26	169,878.33
		5	83.6626	7,251.04	174,024.98	85.7542	7,432.32	178,375.61
D-35	—	1	71.5811	6,203.94	148,894.40	73.3706	6,359.03	152,616.76
		2	75.1604	6,514.15	156,339.61	77.0394	6,677.01	160,248.10
		3	78.9168	6,839.72	164,153.26	80.8897	7,010.72	168,257.09
		4	82.8656	7,181.95	172,366.97	84.9372	7,361.50	176,676.15
		5	87.0056	7,540.78	180,978.57	89.1807	7,729.30	185,503.03
D-36	—	1	74.4446	6,452.11	154,850.57	76.3057	6,613.41	158,721.84
		2	78.1642	6,774.50	162,587.92	80.1183	6,943.86	166,652.62
		3	82.0758	7,113.51	170,724.24	84.1277	7,291.35	174,992.34
		4	86.1791	7,469.15	179,259.52	88.3336	7,655.88	183,741.01
		5	90.4890	7,842.68	188,224.30	92.7512	8,038.75	192,929.91
D-37	Harbormaster	1	77.4264	6,710.55	161,053.10	79.3620	6,878.31	165,079.43
		2	81.3008	7,046.34	169,112.01	83.3333	7,222.49	173,339.81
		3	85.3674	7,398.80	177,571.01	87.5016	7,583.77	182,010.28
		4	89.6332	7,768.51	186,444.20	91.8740	7,962.72	191,105.30
		5	94.1128	8,156.76	195,762.16	96.4656	8,360.67	200,656.22
D-38	Community Development Director Director of Parks and Recreation	1	80.5184	6,978.53	167,484.53	82.5313	7,152.99	171,671.65
		2	84.5483	7,327.80	175,867.20	86.6620	7,511.00	180,263.88
		3	88.7769	7,694.29	184,663.02	90.9963	7,886.65	189,279.60
		4	93.2125	8,078.73	193,889.41	95.5428	8,280.70	198,736.65
		5	97.8771	8,483.01	203,592.17	100.3241	8,695.08	208,681.98
D-39	Assistant Police Chief	1	83.7439	7,258.08	174,193.95	85.8375	7,439.54	178,548.80
		2	87.9284	7,620.75	182,898.20	90.1266	7,811.27	187,470.65
		3	92.3268	8,001.96	192,047.19	94.6350	8,202.01	196,848.37
		4	96.9469	8,402.39	201,657.29	99.3706	8,612.45	206,698.72
		5	101.7960	8,822.66	211,743.75	104.3409	9,043.22	217,037.35

City of Des Moines – Index of Positions and Pay Schedule
Directors and City Manager

Positions are assigned to a pay grade, not to a step. Any step in the grade may apply.

Grade	Positions in This Grade	Step	2027 · COLA 3.0%			2028 · COLA 2.5%		
			Hourly Rate	Semi-Monthly	Annual Salary	Hourly Rate	Semi-Monthly	Annual Salary
D-40	Public Works Director, Finance Director	1	87.0868	7,547.81	181,147.53	89.2639	7,736.51	185,676.22
		2	91.4411	7,925.20	190,204.97	93.7271	8,123.33	194,960.09
		3	96.0173	8,321.82	199,723.50	98.4177	8,529.86	204,716.59
		4	100.8217	8,738.22	209,717.31	103.3423	8,956.67	214,960.24
		5	105.8621	9,175.07	220,201.64	108.5086	9,404.45	225,706.68
D-41	Assistant City Manager	1	90.5702	7,849.72	188,393.26	92.8344	8,045.96	193,103.09
		2	95.1017	8,242.46	197,819.14	97.4792	8,448.52	202,764.62
		3	99.8548	8,654.42	207,706.11	102.3512	8,870.78	212,898.76
		4	104.8512	9,087.45	218,098.88	107.4725	9,314.64	223,551.35
		5	110.0912	9,541.61	228,998.54	112.8435	9,780.15	234,723.51
D-42	City Attorney	1	94.1941	8,163.80	195,931.12	96.5489	8,367.90	200,829.40
		2	98.9026	8,571.89	205,725.45	101.3752	8,786.19	210,868.58
		3	103.8476	9,000.47	216,011.40	106.4438	9,225.48	221,411.68
		4	109.0431	9,450.77	226,818.39	111.7692	9,687.04	232,488.85
		5	114.4970	9,923.45	238,162.80	117.3594	10,171.54	244,116.87
D-43	Chief of Police	1	97.9657	8,490.69	203,776.40	100.4148	8,702.95	208,870.81
		2	102.8660	8,915.40	213,969.69	105.4377	9,138.28	219,318.93
		3	108.0097	9,361.20	224,668.78	110.7100	9,595.23	230,285.49
		4	113.4122	9,829.44	235,906.35	116.2476	10,075.17	241,804.01
		5	119.0803	10,320.69	247,696.59	122.0573	10,578.71	253,889.01
D-44	—	1	101.8846	8,830.34	211,927.97	104.4317	9,051.09	217,226.17
		2	106.9768	9,271.68	222,520.24	109.6512	9,503.47	228,083.24
		3	112.3273	9,735.41	233,649.89	115.1355	9,978.79	239,491.14
		4	117.9436	10,222.17	245,332.22	120.8922	10,477.73	251,465.53
		5	123.8404	10,733.24	257,597.74	126.9364	11,001.57	264,037.69
D-45	—	1	105.9580	9,183.38	220,401.12	108.6069	9,412.96	225,911.15
		2	111.2573	9,642.67	231,423.97	114.0387	9,883.74	237,209.57
		3	116.8222	10,124.98	242,999.47	119.7428	10,378.10	249,074.46
		4	122.6596	10,630.91	255,141.80	125.7261	10,896.68	261,520.35
		5	128.7926	11,162.46	267,898.95	132.0124	11,441.52	274,596.42
N/A	Municipal Court Judge		*Salary established at 95% of the District Court Judge salary, adjusted for 0.80 FTE, pursuant to DMMC 2.28.060.*					
M-49	City Manager		*The City Manager's salary is established by employment contract, with projected costs included in the City Manager's Office department section.*					

City of Des Moines – Index of Positions and Pay Schedule
Exempt Employees

Positions are assigned to a pay grade, not to a step. Any step in the grade may apply.

Grade	Positions in This Grade	Step	2027 · COLA 3.0%			2028 · COLA 2.5%		
			Hourly Rate	Semi-Monthly	Annual Salary	Hourly Rate	Semi-Monthly	Annual Salary
E-20	Deputy Prosecuting Attorney	1	41.0120	3,554.50	85,308.17	42.0373	3,643.37	87,440.87
		2	43.0636	3,732.33	89,575.80	44.1402	3,825.64	91,815.20
		3	45.2186	3,919.09	94,058.19	46.3491	4,017.07	96,409.65
		4	47.4773	4,114.86	98,756.41	48.6642	4,217.73	101,225.32
		5	49.8537	4,320.82	103,699.91	51.1001	4,428.85	106,292.41
E-21	—	1	42.6506	3,696.53	88,716.82	43.7169	3,788.95	90,934.74
		2	44.7836	3,881.39	93,153.43	45.9032	3,978.43	95,482.27
		3	47.0198	4,075.20	97,804.77	48.1952	4,177.08	100,249.89
		4	49.3738	4,279.22	102,701.39	50.6081	4,386.20	105,268.93
		5	51.8463	4,493.51	107,844.37	53.1424	4,605.85	110,540.48
E-22	—	1	44.3554	3,844.28	92,262.84	45.4643	3,940.39	94,569.41
		2	46.5769	4,036.82	96,883.67	47.7413	4,137.74	99,305.76
		3	48.9089	4,238.94	101,734.50	50.1316	4,344.91	104,277.86
		4	51.3515	4,450.64	106,815.34	52.6353	4,561.90	109,485.72
		5	53.9199	4,673.25	112,157.80	55.2679	4,790.08	114,961.74
E-23	Senior Human Resources Analyst Grants Management Analyst	1	46.1341	3,998.44	95,962.55	47.2874	4,098.40	98,361.61
		2	48.4442	4,198.65	100,767.60	49.6553	4,303.62	103,286.79
		3	50.8646	4,408.44	105,802.66	52.1362	4,518.65	108,447.72
		4	53.4111	4,629.14	111,099.34	54.7464	4,744.87	113,876.82
		5	56.0826	4,860.69	116,656.53	57.4847	4,982.20	119,572.95
E-24	Management Analyst III Executive Assistant - City Hall	1	47.9787	4,158.32	99,799.61	49.1782	4,262.27	102,294.60
		2	50.3774	4,366.21	104,788.88	51.6368	4,475.36	107,408.61
		3	52.8944	4,584.35	110,024.52	54.2167	4,698.96	112,775.13
		4	55.5361	4,813.32	115,519.57	56.9245	4,933.65	118,407.56
		5	58.3116	5,053.86	121,292.62	59.7694	5,180.21	124,324.93
E-25	—	1	49.8978	4,324.64	103,791.46	51.1453	4,432.76	106,386.25
		2	52.3923	4,540.84	108,980.22	53.7021	4,654.36	111,704.73
		3	55.0127	4,767.95	114,430.60	56.3880	4,887.14	117,291.36
		4	57.7655	5,006.53	120,156.77	59.2097	5,131.70	123,160.68
		5	60.6509	5,256.62	126,158.71	62.1672	5,388.03	129,312.68
E-26	City Clerk Principal Accountant	1	51.8903	4,497.33	107,935.93	53.1876	4,609.77	110,634.33
		2	54.4886	4,722.52	113,340.52	55.8508	4,840.59	116,174.03
		3	57.2115	4,958.52	119,004.55	58.6418	5,082.48	121,979.67
		4	60.0749	5,206.70	124,960.73	61.5768	5,336.86	128,084.74
		5	63.0788	5,467.04	131,209.04	64.6558	5,603.72	134,489.26
E-27	Prosecuting Attorney Senior Planner	1	53.9718	4,677.74	112,265.71	55.3211	4,794.68	115,072.35
		2	56.6728	4,911.83	117,883.95	58.0896	5,034.63	120,831.05
		3	59.5070	5,157.47	123,779.08	60.9946	5,286.40	126,873.56
		4	62.4814	5,415.27	129,966.33	64.0434	5,550.65	133,215.49
		5	65.6033	5,685.83	136,459.92	67.2433	5,827.98	139,871.41
E-28	Capital Improvement Projects Manager Civil Engineer II Assistant Building Official Permit Services Manager	1	56.1268	4,864.50	116,748.10	57.5299	4,986.12	119,666.80
		2	58.9315	5,107.59	122,582.18	60.4048	5,235.28	125,646.73
		3	61.8761	5,362.80	128,707.30	63.4230	5,496.87	131,924.99
		4	64.9686	5,630.82	135,139.84	66.5928	5,771.59	138,518.33
		5	68.2156	5,912.25	141,893.95	69.9210	6,060.06	145,441.29
E-29	Principal Planner	1	58.3703	5,058.95	121,414.71	59.8295	5,185.42	124,450.08
		2	61.2855	5,311.61	127,478.80	62.8176	5,444.40	130,665.77
		3	64.3486	5,577.09	133,850.28	65.9573	5,716.52	137,196.54
		4	67.5664	5,855.98	140,543.34	69.2556	6,002.38	144,056.92
		5	70.9465	6,148.93	147,574.32	72.7202	6,302.65	151,263.68

City of Des Moines – Index of Positions and Pay Schedule
Exempt Employees

Positions are assigned to a pay grade, not to a step. Any step in the grade may apply.

Grade	Positions in This Grade	Step	2027 · COLA 3.0%			2028 · COLA 2.5%		
			Hourly Rate	Semi-Monthly	Annual Salary	Hourly Rate	Semi-Monthly	Annual Salary
E-30	Finance Operations Manager Communications Manager	1	60.7101	5,261.74	126,281.89	62.2279	5,393.29	129,438.94
		2	63.7433	5,524.64	132,591.24	65.3369	5,662.75	135,906.02
		3	66.9317	5,800.97	139,223.26	68.6050	5,945.99	142,703.84
		4	70.2746	6,090.71	146,176.85	72.0315	6,242.97	149,831.27
		5	73.7879	6,395.19	153,484.71	75.6326	6,555.07	157,321.83
E-31	Principal Engineer	1	63.1380	5,472.17	131,332.22	64.7164	5,608.98	134,615.52
		2	66.2965	5,745.92	137,902.09	67.9539	5,889.57	141,349.64
		3	69.6107	6,033.16	144,795.72	71.3510	6,183.99	148,415.61
		4	73.0940	6,335.06	152,041.45	74.9214	6,493.44	155,842.48
		5	76.7472	6,651.68	159,640.36	78.6658	6,817.97	163,631.37
E-32	Planning & Development Services Manager Building Official Maintenance Superintendent Assistant City Attorney	1	65.6618	5,690.92	136,582.01	67.3034	5,833.19	139,996.56
		2	68.9462	5,975.57	143,413.50	70.6698	6,124.96	146,998.84
		3	72.3928	6,274.29	150,582.94	74.2026	6,431.14	154,347.51
		4	76.0094	6,587.73	158,105.53	77.9096	6,752.42	162,058.17
		5	79.8098	6,917.12	166,010.76	81.8051	7,090.05	170,161.03
E-33	—	1	68.2895	5,918.65	142,047.64	69.9967	6,066.62	145,598.83
		2	71.7064	6,214.79	149,154.93	73.4990	6,370.16	152,883.81
		3	75.2935	6,525.69	156,616.48	77.1758	6,688.83	160,531.90
		4	79.0573	6,851.89	164,445.40	81.0337	7,023.19	168,556.53
		5	83.0128	7,194.72	172,673.29	85.0881	7,374.58	176,990.12
E-34	Information Technology Manager	1	71.0204	6,155.33	147,728.02	72.7959	6,309.21	151,421.22
		2	74.5698	6,462.96	155,111.10	76.4340	6,624.54	158,988.87
		3	78.2969	6,785.99	162,863.71	80.2543	6,955.64	166,935.30
		4	82.2084	7,125.00	171,000.03	84.2636	7,303.12	175,275.03
		5	86.3195	7,481.32	179,551.66	88.4775	7,668.35	184,040.45
E-35	—	1	73.8618	6,401.60	153,638.41	75.7083	6,561.64	157,479.37
		2	77.5516	6,721.40	161,313.63	79.4904	6,889.43	165,346.47
		3	81.4266	7,057.24	169,373.63	83.4622	7,233.67	173,607.97
		4	85.4999	7,410.28	177,846.78	87.6374	7,595.54	182,292.95
		5	89.7732	7,780.64	186,735.25	92.0175	7,975.16	191,403.63
E-36	—	1	76.8138	6,657.45	159,778.81	78.7341	6,823.88	163,773.28
		2	80.6515	6,990.06	167,761.42	82.6678	7,164.81	171,955.45
		3	84.6809	7,339.29	176,143.00	86.7979	7,522.77	180,546.58
		4	88.9174	7,706.47	184,955.16	91.1404	7,899.13	189,579.04
		5	93.3602	8,091.53	194,196.82	95.6942	8,293.82	199,051.74
E-37	Surface Water/Environmental Engineering Manager City Engineer	1	79.8910	6,924.15	166,179.72	81.8883	7,097.26	170,334.21
		2	83.8838	7,270.21	174,484.99	85.9809	7,451.97	178,847.12
		3	88.0758	7,633.53	183,204.50	90.2776	7,824.36	187,784.61
		4	92.4819	8,015.41	192,369.85	94.7940	8,215.80	197,179.10
		5	97.1093	8,416.47	201,995.22	99.5370	8,626.88	207,045.10
E-38	—	1	83.0867	7,201.13	172,827.00	85.1639	7,381.16	177,147.67
		2	87.2419	7,561.26	181,470.19	89.4230	7,750.29	186,006.95
		3	91.6037	7,939.29	190,542.89	93.8938	8,137.77	195,306.46
		4	96.1870	8,336.53	200,076.68	98.5917	8,544.94	205,078.59
		5	100.9989	8,753.57	210,085.74	103.5239	8,972.41	215,337.89
E-39	—	1	86.4082	7,488.99	179,735.88	88.5684	7,676.22	184,229.28
		2	90.7253	7,863.16	188,715.92	92.9934	8,059.74	193,433.81
		3	95.2641	8,256.54	198,157.06	97.6458	8,462.95	203,110.98
		4	100.0247	8,669.13	208,059.30	102.5253	8,885.86	213,260.78
		5	105.0283	9,102.81	218,467.33	107.6541	9,330.38	223,929.01

City of Des Moines – Index of Positions and Pay Schedule Exempt Employees								
Positions are assigned to a pay grade, not to a step. Any step in the grade may apply.								
			2027 · COLA 3.0%			2028 · COLA 2.5%		
Grade	Positions in This Grade	Step	Hourly Rate	Semi-Monthly	Annual Salary	Hourly Rate	Semi-Monthly	Annual Salary
E-40	—	1	89.8616	7,788.31	186,919.48	92.1082	7,983.02	191,592.46
		2	94.3565	8,177.88	196,269.04	96.7155	8,382.33	201,175.77
		3	99.0725	8,586.61	206,078.63	101.5493	8,801.28	211,230.60
		4	104.0248	9,015.83	216,379.84	106.6254	9,241.22	221,789.33
		5	109.2276	9,466.76	227,202.09	111.9583	9,703.42	232,882.15

City of Des Moines – Index of Positions and Pay Schedule
General Employees

Positions are assigned to a pay grade, not to a step. Any step in the grade may apply.

Grade	Positions in This Grade	Step	2027 · COLA 3.0%			2028 · COLA 2.5%		
			Hourly Rate	Semi-Monthly	Annual Salary	Hourly Rate	Semi-Monthly	Annual Salary
G-11	—	1	29.0832	2,520.64	60,495.27	29.8103	2,583.65	62,007.65
		2	30.5330	2,646.30	63,511.11	31.2963	2,712.45	65,098.88
		3	32.0590	2,778.56	66,685.40	32.8605	2,848.02	68,352.53
		4	33.6615	2,917.44	70,018.62	34.5030	2,990.38	71,769.08
		5	35.3403	3,062.94	73,510.53	36.2238	3,139.51	75,348.29
G-12	—	1	30.2495	2,621.73	62,921.44	31.0058	2,687.27	64,494.48
		2	31.7538	2,752.11	66,050.63	32.5477	2,820.91	67,701.90
		3	33.3455	2,890.05	69,361.18	34.1791	2,962.30	71,095.21
		4	35.0132	3,034.59	72,830.18	35.8885	3,110.46	74,650.94
		5	36.7573	3,185.75	76,458.12	37.6763	3,265.40	78,369.57
G-13	Court Clerk Office Specialist	1	31.4596	2,726.61	65,438.54	32.2461	2,794.77	67,074.51
		2	33.0292	2,862.65	68,703.51	33.8550	2,934.21	70,421.10
		3	34.6752	3,005.30	72,127.17	35.5421	3,080.43	73,930.35
		4	36.4194	3,156.47	75,755.34	37.3299	3,235.38	77,649.23
		5	38.2398	3,314.25	79,541.97	39.1958	3,397.10	81,530.52
G-14	Program Coordinator - Facility Rentals	1	32.7131	2,835.24	68,045.84	33.5309	2,906.12	69,746.99
		2	34.3482	2,976.96	71,447.07	35.2069	3,051.39	73,233.25
		3	36.0706	3,126.24	75,029.66	36.9724	3,204.39	76,905.40
		4	37.8692	3,282.12	78,770.94	38.8160	3,364.18	80,740.22
		5	39.7659	3,446.51	82,716.26	40.7601	3,532.67	84,784.16
G-15	—	1	34.0103	2,947.67	70,744.06	34.8606	3,021.36	72,512.66
		2	35.7109	3,095.06	74,281.55	36.6036	3,172.44	76,138.59
		3	37.4986	3,250.01	78,000.16	38.4361	3,331.26	79,950.17
		4	39.3735	3,412.51	81,900.13	40.3579	3,497.82	83,947.64
		5	41.3466	3,583.52	86,004.38	42.3803	3,673.10	88,154.49
G-16	—	1	35.3838	3,066.71	73,600.97	36.2684	3,143.37	75,440.99
		2	37.1497	3,219.77	77,274.48	38.0785	3,300.26	79,206.34
		3	39.0138	3,381.32	81,151.78	39.9891	3,465.86	83,180.58
		4	40.9651	3,550.45	85,210.68	41.9892	3,639.21	87,340.95
		5	43.0143	3,728.05	89,473.14	44.0897	3,821.25	91,709.96
G-17	Administrative Coordinator I- II City Hall Office Specialist Permit Coordinator Program Coordinator - Recreation Engineering Technician I - Surface Water Aide	1	36.7901	3,188.60	76,526.37	37.7098	3,268.31	78,439.53
		2	38.6322	3,348.25	80,358.09	39.5980	3,431.96	82,367.04
		3	40.5617	3,515.49	84,371.65	41.5757	3,603.37	86,480.94
		4	42.5892	3,691.21	88,589.00	43.6540	3,783.49	90,803.73
		5	44.7258	3,876.39	93,033.30	45.8440	3,973.30	95,359.13
G-18	Court Marshal	1	38.2616	3,316.14	79,587.31	39.2182	3,399.04	81,576.99
		2	40.1801	3,482.41	83,577.96	41.1847	3,569.48	85,667.41
		3	42.1859	3,656.25	87,749.97	43.2405	3,747.66	89,943.72
		4	44.3007	3,839.54	92,148.92	45.4082	3,935.53	94,452.65
		5	46.5135	4,031.32	96,751.67	47.6763	4,132.10	99,170.46
G-19	Lead Mechanic Mechanic	1	39.7986	3,449.34	82,784.27	40.7936	3,535.58	84,853.87
		2	41.7825	3,621.29	86,910.94	42.8271	3,711.82	89,083.71
		3	43.8755	3,802.69	91,264.55	44.9724	3,897.76	93,546.17
		4	46.0665	3,992.58	95,821.96	47.2182	4,092.40	98,217.50
		5	48.3666	4,191.93	100,606.30	49.5758	4,296.73	103,121.46
G-20	Senior Accounting Specialist Engineering Technician II - Surface Water Inspector (SWM) Land Use Planner I Paralegal/Domestic Violence Advocate Crisis Response Specialist	1	41.3901	3,587.28	86,094.82	42.4249	3,676.97	88,247.19
		2	43.4503	3,765.84	90,380.18	44.5366	3,859.99	92,639.68
		3	45.6197	3,953.85	94,892.48	46.7601	4,052.70	97,264.80
		4	47.9088	4,152.26	99,654.16	49.1065	4,256.06	102,145.51
		5	50.3069	4,360.10	104,642.29	51.5646	4,469.10	107,258.35

City of Des Moines – Index of Positions and Pay Schedule
General Employees

Positions are assigned to a pay grade, not to a step. Any step in the grade may apply.

Grade	Positions in This Grade	Step	2027 · COLA 3.0%			2028 · COLA 2.5%		
			Hourly Rate	Semi-Monthly	Annual Salary	Hourly Rate	Semi-Monthly	Annual Salary
G-21	Human Resources Analyst Executive Assistant to Police Chief Staff Accountant Business Support Analyst Deputy City Clerk Records Supervisor Payroll Specialist II	1	43.0471	3,730.89	89,541.39	44.1232	3,824.16	91,779.92
		2	45.1946	3,917.01	94,008.35	46.3245	4,014.94	96,358.56
		3	47.4509	4,112.57	98,701.77	48.6372	4,215.39	101,169.32
		4	49.8273	4,318.53	103,644.81	51.0730	4,426.50	106,235.93
		5	52.3236	4,534.88	108,837.22	53.6317	4,648.26	111,558.15
G-22	Plans Examiner/Building Inspector I-III Community Enrichment Services Program Supervisor II-CW	1	44.7585	3,879.22	93,101.31	45.8774	3,976.20	95,428.84
		2	46.9931	4,072.89	97,749.39	48.1680	4,174.71	100,193.13
		3	49.3478	4,276.97	102,647.33	50.5814	4,383.90	105,213.51
		4	51.8113	4,490.49	107,771.72	53.1066	4,602.75	110,466.02
		5	54.3948	4,714.40	113,145.49	55.7546	4,832.26	115,974.13
G-23	Engineering Inspector - SWM Support Services Specialist (SSS) Engineering Technician III - Surface Water Coordinator (SWM) IT Specialist	1	46.5571	4,035.11	96,842.59	47.7210	4,135.99	99,263.65
		2	48.8790	4,236.34	101,672.27	50.1010	4,342.25	104,214.08
		3	51.3206	4,447.96	106,751.09	52.6036	4,559.16	109,419.87
		4	53.8933	4,670.93	112,102.43	55.2407	4,787.71	114,904.99
		5	56.5858	4,904.29	117,702.89	58.0004	5,026.89	120,645.47
G-24	Electrical Building Inspector GIS Analyst (GIS Administrator)	1	48.4102	4,195.71	100,696.98	49.6205	4,300.60	103,214.40
		2	50.8301	4,405.45	105,730.70	52.1009	4,515.58	108,373.96
		3	53.3701	4,625.58	111,014.02	54.7043	4,741.22	113,789.37
		4	56.0407	4,857.05	116,569.15	57.4418	4,978.47	119,483.38
		5	58.8532	5,100.81	122,419.47	60.3245	5,228.33	125,479.96
G-25	Civil Engineer I IT Systems Administrator Court Operations Supervisor Assistant Maintenance Superintendent	1	50.3505	4,363.88	104,733.21	51.6093	4,472.98	107,351.54
		2	52.8686	4,582.12	109,970.96	54.1904	4,696.68	112,720.23
		3	55.5175	4,811.70	115,480.75	56.9054	4,931.99	118,367.76
		4	58.2862	5,051.67	121,240.14	59.7434	5,177.96	124,271.15
		5	61.2076	5,304.86	127,316.68	62.7378	5,437.48	130,499.60
G-26	—	1	52.3671	4,538.66	108,927.90	53.6763	4,652.13	111,651.09
		2	54.9943	4,766.36	114,392.58	56.3691	4,885.52	117,252.40
		3	57.7413	5,004.43	120,106.40	59.1848	5,129.54	123,109.06
		4	60.6299	5,254.80	126,115.17	62.1457	5,386.17	129,268.05
		5	63.6604	5,517.45	132,418.89	65.2519	5,655.39	135,729.36

City of Des Moines – Index of Positions and Pay Schedule
Teamsters

Positions are assigned to a pay grade, not to a step. Any step in the grade may apply.

Grade	Positions in This Grade	Step	2027 · COLA 3.0%			2028 · COLA 3.0%		
			Hourly Rate	Semi-Monthly	Annual Salary	Hourly Rate	Semi-Monthly	Annual Salary
T-11	Harbor Attendant I Maintenance Worker I	1	31.4705	2,727.55	65,461.20	32.4146	2,809.37	67,424.88
		2	33.0440	2,863.92	68,734.08	34.0353	2,949.84	70,796.16
		3	34.6941	3,006.94	72,166.56	35.7349	3,097.14	74,331.36
		4	36.4315	3,157.52	75,780.48	37.5244	3,252.24	78,053.76
		5	38.2564	3,315.68	79,576.32	39.4041	3,415.15	81,963.60
T-12	—	1	32.7272	2,836.47	68,075.28	33.7090	2,921.56	70,117.44
		2	34.3663	2,978.53	71,484.72	35.3973	3,067.88	73,629.12
		3	36.0818	3,127.21	75,053.04	37.1643	3,221.03	77,304.72
		4	37.8848	3,283.48	78,803.52	39.0213	3,381.98	81,167.52
		5	39.7753	3,447.33	82,735.92	40.9686	3,550.75	85,218.00
T-13	—	1	34.0384	2,950.11	70,802.64	35.0596	3,038.62	72,926.88
		2	35.7431	3,097.85	74,348.40	36.8154	3,190.79	76,578.96
		3	37.5242	3,252.22	78,053.28	38.6499	3,349.79	80,394.96
		4	39.4038	3,415.13	81,963.12	40.5859	3,517.58	84,421.92
		5	41.3707	3,585.60	86,054.40	42.6118	3,693.16	88,635.84
T-14	—	1	35.4044	3,068.50	73,644.00	36.4665	3,160.55	75,853.20
		2	37.1746	3,221.92	77,326.08	38.2898	3,318.58	79,645.92
		3	39.0212	3,381.97	81,167.28	40.1918	3,483.42	83,602.08
		4	40.9773	3,551.50	85,236.00	42.2066	3,658.05	87,793.20
		5	43.0206	3,728.60	89,486.40	44.3112	3,840.45	92,170.80
T-15	Harbor Attendant II Maintenance Worker II Facilities Maintenance Worker I	1	36.8140	3,190.67	76,576.08	37.9184	3,286.39	78,873.36
		2	38.6497	3,349.77	80,394.48	39.8092	3,450.26	82,806.24
		3	40.5839	3,517.41	84,417.84	41.8014	3,622.93	86,950.32
		4	42.6164	3,693.56	88,645.44	43.8949	3,804.37	91,304.88
		5	44.7581	3,879.18	93,100.32	46.1008	3,995.56	95,893.44
T-16	—	1	38.2891	3,318.52	79,644.48	39.4378	3,418.07	82,033.68
		2	40.1905	3,483.31	83,599.44	41.3962	3,587.81	86,107.44
		3	42.2230	3,659.47	87,827.28	43.4897	3,769.25	90,462.00
		4	44.3210	3,841.30	92,191.20	45.6506	3,956.54	94,956.96
		5	46.5392	4,033.55	96,805.20	47.9354	4,154.56	99,709.44
T-17	Marina Environmental Operations Specialist Maintenance Specialist Traffic Control Specialist	1	39.8190	3,451.11	82,826.64	41.0136	3,554.65	85,311.60
		2	41.8077	3,623.47	86,963.28	43.0619	3,732.17	89,572.08
		3	43.9058	3,805.32	91,327.68	45.2230	3,919.48	94,067.52
		4	46.0913	3,994.73	95,873.52	47.4740	4,114.57	98,749.68
		5	48.3969	4,194.56	100,669.44	49.8488	4,320.40	103,689.60
T-18	—	1	41.4143	3,589.38	86,145.12	42.6567	3,697.06	88,729.44
		2	43.4796	3,768.38	90,441.12	44.7840	3,881.43	93,154.32
		3	45.6541	3,956.84	94,964.16	47.0237	4,075.54	97,812.96
		4	47.9380	4,154.79	99,714.96	49.3761	4,279.43	102,706.32
		5	50.3311	4,362.20	104,692.80	51.8410	4,493.06	107,833.44
T-19	Senior Maintenance Lead	1	43.0753	3,733.34	89,600.16	44.3676	3,845.34	92,288.16
		2	45.2170	3,918.96	94,055.04	46.5735	4,036.53	96,876.72
		3	47.4790	4,115.00	98,760.00	48.9034	4,238.46	101,723.04
		4	49.8502	4,320.52	103,692.48	51.3457	4,450.13	106,803.12
		5	52.3525	4,537.39	108,897.36	53.9231	4,673.52	112,164.48
T-21	Maintenance Crew Chief	1	46.7732	4,053.83	97,291.92	48.1764	4,175.45	100,210.80
		2	49.1691	4,261.49	102,275.76	50.6442	4,389.33	105,343.92
		3	51.5649	4,469.13	107,259.12	53.1118	4,603.20	110,476.80
		4	54.2092	4,698.31	112,759.44	55.8355	4,839.26	116,142.24
		5	56.8534	4,927.48	118,259.52	58.5590	5,075.31	121,807.44

City of Des Moines – Index of Positions and Pay Schedule
Extra-Hire Pay Schedule

Positions are assigned to a pay grade, not to a step. Any step in the grade may apply.

Grade	Positions in This Grade	Step	2027 · COLA 3.0%			2028 · COLA 2.5%		
			Hourly Rate	Semi-Monthly	Annual Salary	Hourly Rate	Semi-Monthly	Annual Salary
EH-1	Facility Attendant I Office Attendant I Recreation Leader I Scorekeeper	1	17.7463	1,538.08	36,913.83	18.1900	1,576.53	37,836.68
		2	18.2369	1,580.59	37,934.23	18.6929	1,620.11	38,882.58
		3	18.7928	1,628.78	39,090.64	19.2626	1,669.50	40,067.91
		4	19.3598	1,677.92	40,269.97	19.8438	1,719.86	41,276.71
		5	19.9157	1,726.09	41,426.14	20.4136	1,769.24	42,461.79
EH-2	Facility Attendant II Office Attendant II Recreation Leader II	1	18.2369	1,580.59	37,934.23	18.6929	1,620.11	38,882.58
		2	19.0763	1,653.35	39,680.30	19.5532	1,694.68	40,672.31
		3	19.9157	1,726.09	41,426.14	20.4136	1,769.24	42,461.79
		4	20.7551	1,798.84	43,172.21	21.2739	1,843.81	44,251.52
		5	21.6053	1,872.53	44,940.72	22.1454	1,919.34	46,064.24
EH-3	Facility Attendant III Office Attendant III Recreation Leader III Gym Supervisor/Field Supervisor	1	19.9157	1,726.09	41,426.14	20.4136	1,769.24	42,461.79
		2	21.0384	1,823.40	43,761.64	21.5644	1,868.99	44,855.68
		3	22.1612	1,920.71	46,097.13	22.7152	1,968.73	47,249.56
		4	23.2839	2,018.02	48,432.39	23.8660	2,068.47	49,643.20
		5	24.4068	2,115.34	50,768.13	25.0169	2,168.22	52,037.33
EH-4	Lead Facility Attendant Office Attendant IV Recreation Leader IV Landscaping Specialist Seasonal Maintenance Worker Seasonal Harbor Aide	1	22.1612	1,920.71	46,097.13	22.7152	1,968.73	47,249.56
		2	23.2839	2,018.02	48,432.39	23.8660	2,068.47	49,643.20
		3	24.4068	2,115.34	50,768.13	25.0169	2,168.22	52,037.33
		4	25.5296	2,212.65	53,103.62	26.1679	2,267.97	54,431.22
		5	26.6523	2,309.95	55,438.88	27.3186	2,367.70	56,824.85
EH-5	Specialized Positions		*Up to $100 an hour*					

Minors aged 15 and 16 may be paid 85% of EH-1 Step A per state law.

City of Des Moines - Index of Positions and Pay Schedule Police Guild		2027 COLA: 3.0%		
Grade	Positions	Hourly Rate	Semi-Monthly Salary	Annual Salary
O-0	Recruit (academy-training phase)	43.99	3,812	91,499
O-1	Officer I (after FTO - Year 2)	50.27	4,357	104,571
O-2	Officer II (Years 3 - 4)	56.56	4,902	117,642
O-3	Officer III (Years 5 - 6)	62.84	5,446	130,713
O-4	Officer IV (Years 7 - 9)	65.98	5,719	137,249
O-5	Officer V (10 years or more)	68.50	5,937	142,478
S-1	Sergeant I (Years 1 -2)	76.72	6,649	159,575
S-2	Sergeant II (Years 3 +)	81.32	7,048	169,149

Per the 2025 - 2027 Collective Bargaining Agreement, pay grades are based on years of service. Years of service is determined by years of aggregate service as a law enforcement officer.

Police Support Guild – Salary Schedules

The current collective bargaining agreement expires December 31, 2026; therefore, no salary schedules are presented as they are subject to future negotiations.

Notes to the Salary Schedules

- Positions are listed by pay grade only. Employees in a position may be placed at any step within the grade, so the step rows do not correspond to specific positions or actual compensation. Budgeted salary and benefit costs are presented in the applicable departmental FTE schedules.
- Per DMMC 2.12.030 the City Manager is authorized to place positions at appropriate ranges and reclassify positions provided the Finance Director certifies sufficient funds are available.
- Salary Schedules effective 1/1/2027 (2027) and 1/1/2028 (2028) and are subject to change.

The following forecast is an estimate only and serves as a planning tool to evaluate the City's long-term financial outlook and support informed budget decisions. The forecast projects General Fund revenues, expenditures, and cash balances through 2033 based on current financial trends and anticipated economic conditions. As operating costs continue to grow faster than recurring revenues, the forecast highlights the financial challenges facing the City and the importance of maintaining fiscal sustainability. This analysis helps identify potential funding gaps, evaluate future budget priorities, and guide decisions beyond the 2027-2028 biennium.

General Fund Financial Forecast 2026 - 2033								
	PROJECTED	BUDGET (BIENNIAL)		FORECAST				
	2026 Projected	2027 Budget	2028 Budget	2029 Forecast	2030 Forecast	2031 Forecast	2032 Forecast	2033 Forecast
BEGINNING CASH BALANCE	**$ 2,952,501**	**$ 3,074,460**	**$ 3,328,305**	**$ 3,453,305**	**$ 3,119,861**	**$ 2,403,546**	**$ 929,319**	**$ (1,828,481)**
Operating Revenues								
Property tax	5,718,502	5,650,000	5,770,000	5,927,700	6,086,977	6,247,847	6,410,325	6,574,428
Sales tax	4,375,128	4,318,023	4,404,418	4,536,551	4,672,647	4,766,100	4,861,422	4,958,650
Utility taxes	**5,221,992**	**5,379,000**	**5,463,200**	**5,544,939**	**5,628,696**	**5,714,505**	**5,802,402**	**5,892,425**
Electricity	2,202,267	2,484,000	2,608,200	2,660,364	2,713,571	2,767,843	2,823,200	2,879,664
Natural Gas	582,495	600,000	600,000	612,000	624,240	636,725	649,459	662,448
Solid Waste	795,042	725,000	730,000	744,600	759,492	774,682	790,175	805,979
Cable TV	659,687	650,000	615,000	605,775	596,688	587,738	578,922	570,238
Telephone	283,224	220,000	200,000	198,000	196,020	194,060	192,119	190,198
SWM 13%	699,277	700,000	710,000	724,200	738,684	753,458	768,527	783,897
B&O tax	**1,752,189**	**1,875,000**	**2,035,000**	**2,162,025**	**2,485,350**	**2,539,281**	**2,594,519**	**2,538,174**
Regular	1,252,189	1,300,000	1,335,000	1,355,025	1,375,350	1,395,981	1,416,920	1,438,174
Square footage	500,000	575,000	700,000	807,000	1,110,000	1,143,300	1,177,599	1,100,000
Franchise fees	1,986,262	2,515,000	2,540,000	2,576,650	2,613,907	2,651,780	2,690,283	2,729,425
Other taxes	1,620,958	1,987,000	2,059,000	2,099,360	2,140,527	2,182,518	2,225,348	2,269,035
Licenses and permits	471,068	467,201	467,201	472,750	472,750	472,750	472,750	472,750
Intergovernmental	1,028,164	1,023,723	1,023,723	929,163	943,132	957,379	971,912	986,735
Charges for services	2,530,897	2,468,785	2,439,727	2,506,093	2,557,533	2,598,220	2,648,554	2,656,926
Fines and penalties	826,212	854,000	849,200	860,300	853,873	847,524	841,255	835,063
Investment and other	790,512	514,755	490,955	486,027	486,202	486,379	486,557	485,627
Transfers In	0	543,333	543,333	543,333	543,333	543,333	60,000	60,000
	26,321,885	**27,595,820**	**28,085,757**	**28,644,891**	**29,484,926**	**30,007,615**	**30,065,327**	**30,459,238**
Operating Expenditures								
Salaries and Wages	13,454,291	14,293,939	14,595,013	15,042,301	15,508,050	15,988,748	16,484,902	16,997,038
Benefits	4,269,931	4,400,290	4,575,458	4,783,401	5,001,823	5,231,293	5,472,412	5,725,815
Supplies	877,306	1,269,075	1,212,295	1,258,155	1,313,787	1,372,163	1,433,427	1,497,735
Services	4,516,641	3,938,498	4,080,089	4,219,534	4,472,601	4,740,848	5,025,187	5,326,583
Non-Departmental	3,672,348	3,440,172	3,532,902	3,743,944	3,967,620	4,204,689	4,455,951	4,722,259
Transfers Out	4,410	-	-	-	-	-	-	-
Contingency	-	100,000	100,000	106,000	112,360	119,102	126,248	133,823
	26,794,927	**27,441,974**	**28,095,757**	**29,153,335**	**30,376,242**	**31,656,842**	**32,998,127**	**34,403,254**
** ***Net Activity ("Operating revenues over (under)***	**(473,041)**	**153,846**	**(10,000)**	**(508,444)**	**(891,315)**	**(1,649,227)**	**(2,932,800)**	**(3,944,015)**
ONE-TIME ACTIVITIES								
Revenues								
One-Time Sales Tax	425,000	300,000	100,000	150,000	150,000	150,000	150,000	150,000
One-Time B&O Tax	170,000	85,000	35,000	25,000	25,000	25,000	25,000	25,000
Total One-Time Revenues	***595,000***	***385,000***	***135,000***	***175,000***	***175,000***	***175,000***	***175,000***	***175,000***
One-time Expenditures								
Police Staffing Study	-	*(75,000)*	-	-	-	-	-	-
Parks and Recreation Master Plan	-	*(65,000)*	-	-	-	-	-	-
Cloud Migration - Microsoft licenses	-	*(25,000)*	-	-	-	-	-	-
Cloud Migration - Tyler Munis	-	*(120,000)*	-	-	-	-	-	-
Total One-Time Expenditures	**-**	***(285,000)***	**-**	**-**	**-**	**-**	**-**	**-**
Change in Fund Balance	**121,959**	**253,846**	**125,000**	**(333,444)**	**(716,315)**	**(1,474,227)**	**(2,757,800)**	**(3,769,015)**
ENDING CASH BALANCE	**$ 3,074,460**	**$ 3,328,305**	**$ 3,453,305**	**$ 3,119,861**	**$ 2,403,546**	**$ 929,319**	**$ (1,828,481)**	**$ (5,597,496)**
Reserve Policy Target (60 Days/16.67%)	***3,853,799***	***3,984,430***	***4,077,958***	***4,218,075***	***4,383,587***	***4,556,420***	***4,736,935***	***4,925,514***
Above/(Below) Reserve Target	(779,339)	(656,125)	(624,653)	(1,098,214)	(1,980,041)	(3,627,101)	(6,565,416)	(10,523,010)
Ending Reserve - % Total Operating Expenditures	**13.3%**	**13.9%**	**14.1%**	**12.3%**	**9.1%**	**3.4%**	**-6.4%**	**-18.9%**

Assumptions

This forecast focuses on the General Fund, the City's largest fund which supports most City personnel and services. The forecast uses actuals through 2025, 2026 estimates, 2027-2028 preliminary budget numbers as detailed in the budget document, and the following assumptions for forecast years 2029 through 2033.

Revenues

Property Tax: Property Tax is the General Fund's largest revenue source. The City anticipates a small increase in the property tax levy from 2027-2031. The forecast assumes inflation will remain above 1%; thereby enabling the City to increase property tax collections of 1% per year going forward.

Utility Tax: Taxes on utilities is the General Fund's second largest revenue source. The City expects moderate growth of 2% annually with a gradual decline of telephone and cable TV utility taxes.

Sales Tax: Sales Tax is the General Fund's third largest revenue source. This forecast anticipates moderate increases over 2026 estimated collections.

Other Revenue: Other revenues including licenses & permits, intergovernmental, and charges for goods & services assume small but steady increases in the future.

Expenditures

Salaries & Benefits: Personnel costs account for about 67% of the Fund's expenditures. The City's costs for salaries and benefits are largely dictated by union contracts or the Seattle area Consumer Price Index in June for non-represented employees. For 2027, the forecast assumes a 3% increase in personnel costs for represented employees and a 3% increase in cost of non-represented employees. In 2029 and beyond, the forecast assumes a 3% growth in personnel costs with a 6% growth in health insurance costs.

Other Expenses: The remaining General Fund expenditures include supplies and services. These make up a small portion of total expenditures. Small increases were assumed.

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Fund Summaries

- City-wide Fund Overview
- General Fund Overview
- Special Revenue Funds
- Debt Service Funds
- Capital Projects Funds
- Enterprise Funds
- Internal Service Funds

2027/2028 Total Fund Revenues and Expenditures

The City-wide Sources and Uses schedules provide a comprehensive overview of the City's financial plan for 2027 and 2028 across all budgeted funds. The schedules summarize beginning resources, anticipated revenues and other financing sources, planned expenditures and other financing uses, and projected ending resources. Because individual funds are established for specific purposes and may be subject to legal, contractual, or policy restrictions, resources presented on a City-wide basis are not necessarily available for general governmental purposes.

Note: For financial reporting purposes, the City's debt service activities are reported in a single Debt Service Fund, and capital project activities are reported in a single Capital Projects Fund. The individual funds presented below are maintained separately for management and budgetary purposes.

Year-to-Year Changes

- City-wide expenditures are projected to increase in 2028, primarily due to the timing of planned capital projects and increased personnel costs.

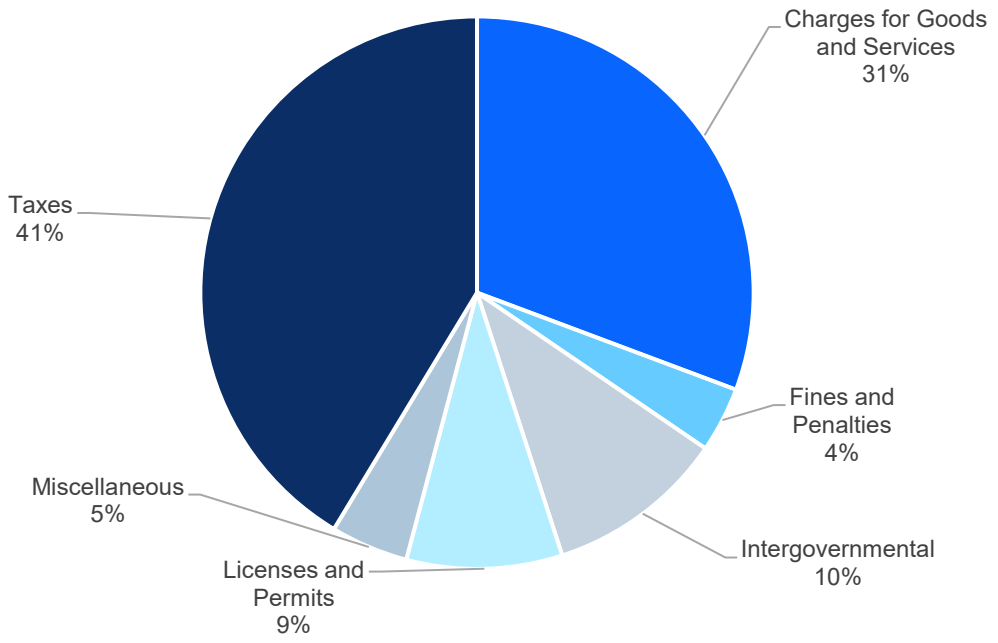
- **Capital Spending:** Fluctuations in capital spending reflect project schedules and do not necessarily represent changes in ongoing operating costs.
    - Marina expenditures increase by approximately $3 million in 2028, primarily due to costs associated with the Marina Seawall project.
    - 2027 represents a period of lower activity in the Municipal Capital Improvements Fund, with project activity increasing in 2028.

2027–2028 PRELIMINARY BUDGET SUMMARY OF SOURCES AND USES

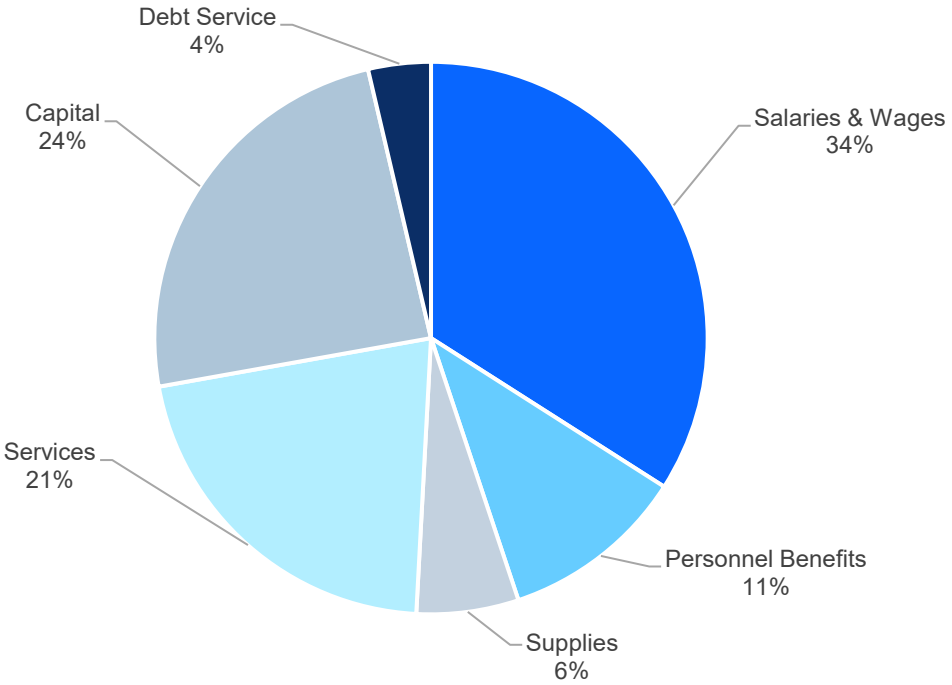
Fund	2027				2028		
	Beginning Cash	Revenues	Expenditures	Ending Cash	Revenues	Expenditures	Ending Cash
General Fund	**3,074,460**	**27,980,820**	**27,726,974**	**3,328,305**	**28,220,757**	**28,095,757**	**3,453,305**
SPECIAL REVENUE FUNDS							
Street Fund	2,041,632	2,777,000	3,512,611	1,306,021	2,777,000	3,486,358	596,663
Street Pavement Fund	65,439	600,000	553,321	112,118	650,000	224,322	537,797
Public Safety Sales Tax Fund	1,000	540,000	540,000	1,000	540,000	540,000	1,000
Development Fund	2,723,919	3,527,430	3,915,622	2,335,727	2,382,072	3,839,310	878,489
Police Drug Seizure Fund	129,966	26,000	20,500	135,466	26,000	20,500	140,966
Lodging Excise Tax Fund	129,201	102,000	88,000	143,201	102,000	88,000	157,201
Affordable Housing Sales Tax Fund	91,013	37,000	37,000	91,013	39,000	39,000	91,013
Redondo Zone Fund	17,332	150,630	132,333	35,629	121,130	132,842	23,917
Waterfront Zone Fund	111,393	425,610	471,813	65,190	424,610	443,723	46,078
PBPW Automation Fee Fund	661,827	215,000	228,714	648,113	215,000	157,060	706,053
Urban Forestry Fund	-	5,000	5,000	-	5,000	5,000	-
Nuisance Property Abatement Fund	40,832	3,600	2,500	41,932	3,600	2,500	43,032
ASE Automated Speed Enf. Fund	19,781	810,000	630,067	199,714	810,000	907,030	102,684
Redondo Speed Enforcement Fund	869,055	500,000	865,482	503,573	500,000	690,271	313,302
Transport Benefit District Fund	783,475	1,220,000	1,700,000	303,475	1,220,000	1,450,000	73,475
Total Special Revenue Funds	**7,685,867**	**10,939,270**	**12,702,963**	**5,922,172**	**9,815,412**	**12,025,916**	**3,711,670**
DEBT SERVICE FUNDS							
Reet 2 Eligible Debt Service Fund	9,199	209,824	209,824	9,199	209,940	209,940	9,199
2023 LTGO Bond Debt Service Fund	-	672,368	672,365	3	672,368	672,365	6
2018 Ltgo & Refunding Bonds Fund	53,075	231,000	231,000	53,075	230,205	230,200	53,080
Total Debt Service Funds	**62,274**	**1,113,192**	**1,113,189**	**62,277**	**1,112,513**	**1,112,505**	**62,285**
CAPITAL PROJECTS FUNDS							
REET 1st Quarter % Fund	912,969	570,000	414,668	1,068,301	570,000	542,273	1,096,028
REET 2nd Quarter % Fund	411,614	530,000	633,524	308,090	530,000	512,240	325,850
Park Levy Fund	242,038	588,333	588,333	242,038	923,333	923,333	242,038
Park In Lieu Fund	339,532	50,000	-	389,532	50,000	-	439,532
One-Time Tax Revenues Fund	899,192	30,000	50,000	879,192	30,000	50,000	859,192
Municipal Capital Improvements Fund	8,158,287	305,000	158,000	8,305,287	6,725,000	8,743,646	6,286,641
Transportation Capital Impr. Fund	8,969,662	3,966,000	6,876,000	6,059,662	5,415,000	7,447,000	4,027,662
Traffic In Lieu Fund	834,034	7,500	350,000	491,534	7,500	-	499,034
Traffic Impact - City Wide Fund	1,774,381	425,000	239,000	1,960,381	425,000	1,000,000	1,385,381
Traffic Impact Pacific Ridge Fund	743,652	15,000	-	758,652	15,000	-	773,652
Total Capital Projects Funds	**23,285,360**	**6,486,833**	**9,309,525**	**20,462,668**	**14,690,833**	**19,218,492**	**15,935,009**
ENTERPRISE FUNDS							
Marina Fund	9,804,812	6,294,877	6,189,989	9,909,700	6,566,502	9,002,879	7,473,323
Surface Water Fund	10,470,892	8,124,500	9,998,300	8,597,092	6,886,540	7,563,859	7,919,772
Total Enterprise Funds	**20,275,704**	**14,419,377**	**16,188,289**	**18,506,792**	**13,453,042**	**16,566,739**	**15,393,096**
INTERNAL SERVICE FUNDS							
Equipment Rental Operations Fund	824,021	766,495	873,124	717,392	766,495	874,006	609,881
Equipment Rental Replacement Fund	4,402,146	1,779,538	1,568,000	4,613,684	1,759,632	883,000	5,490,316
Facility Repair & Replacement Fund	912,752	217,000	423,000	706,752	-	-	706,752
Computer Replacement Fund	1,562,507	246,539	429,000	1,380,046	273,656	105,000	1,548,702
Self-Insurance Fund	563,196	1,276,564	1,108,456	731,304	1,334,754	1,157,878	908,180
Unemployment Insurance Fund	600,099	65,000	20,000	645,099	65,000	20,000	690,099
Total Internal Service Funds	**8,864,721**	**4,351,136**	**4,421,580**	**8,794,277**	**4,199,537**	**3,039,884**	**9,953,930**
TOTAL BUDGET – ALL FUNDS	**63,248,386**	**65,290,628**	**71,462,520**	**57,076,492**	**71,492,094**	**80,059,293**	**48,509,293**

2028 beginning cash equals 2027 ending cash. Totals may not add due to rounding.

2027 City-wide Revenue by Type



2027 City-wide Expenditures by Type



General Fund

The General Fund is the City's primary operating fund and is classified as a major fund. It accounts for financial resources not required to be accounted for in another fund and supports many of the City's core governmental services and administrative functions. Because of the broad range of services supported by the General Fund, its financial condition is an important indicator of the City's ability to maintain ongoing municipal operations.

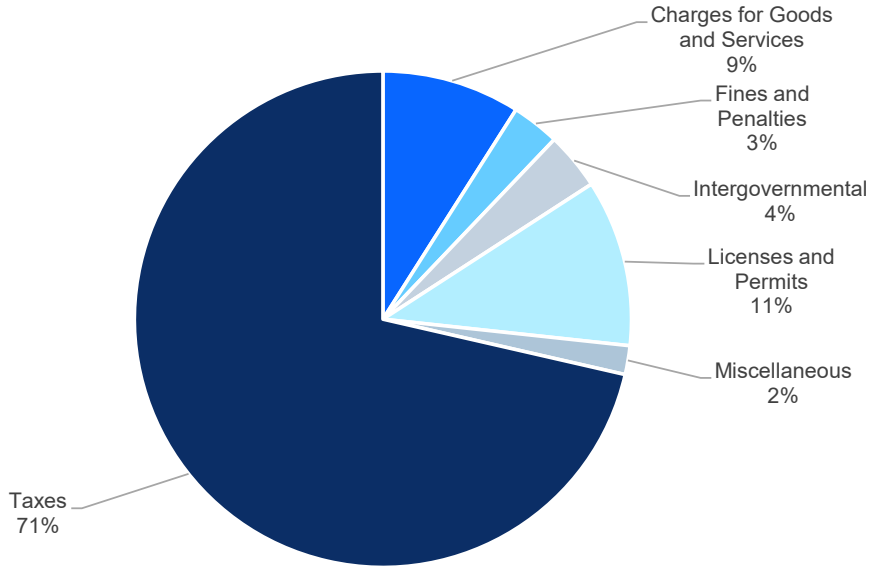
General Fund revenues are derived primarily from property taxes, sales taxes, utility taxes, business and occupation taxes, and state-shared revenues, along with charges for services and other miscellaneous sources. These revenues support ongoing City operations, including public safety, parks and recreation, administrative services, and other general governmental activities. The following schedules and charts provide an overview of General Fund revenues, expenditures, and projected financial position for the 2027–2028 biennium.

Financial Position

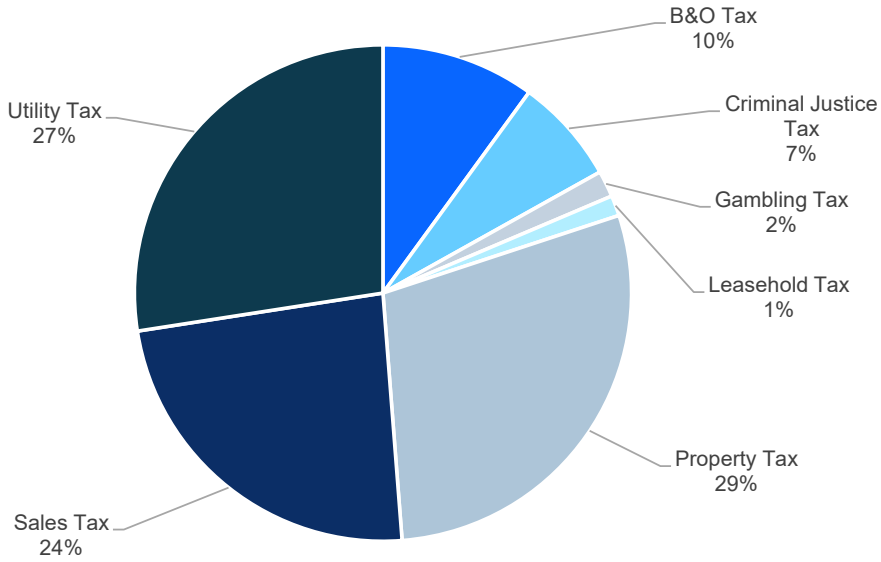
General Fund	2025 Actual	2026 Projected	2027 Budget	2028 Budget
Beginning Cash	**2,855,063**	**2,952,501**	**3,074,460**	**3,328,305**
Operating Revenue	23,818,653	27,184,094	27,437,487	27,677,424
Operating Expenditures	25,182,946	24,758,391	25,659,033	25,967,585
Operating Income/(Loss)	(1,364,293)	2,425,703	1,778,454	1,709,839
Other Financing Sources/(Uses)	1,410,085	(2,299,335)	(2,067,942)	(2,128,172)
Transfers In	79,644	-	543,333	543,333
Transfers Out	27,998	4,410	-	-
Ending Cash	**$2,952,501**	**$3,074,460**	**$3,328,305**	**$3,453,305**

Other Sources/(Uses) primarily reflect interfund charges for equipment maintenance, equipment and computer replacement, and insurance costs. This category also includes other non-operating transactions, including proceeds from the sale of property in 2025.

2027 General Fund Revenue by Source



2027 General Fund Tax Revenue by Source

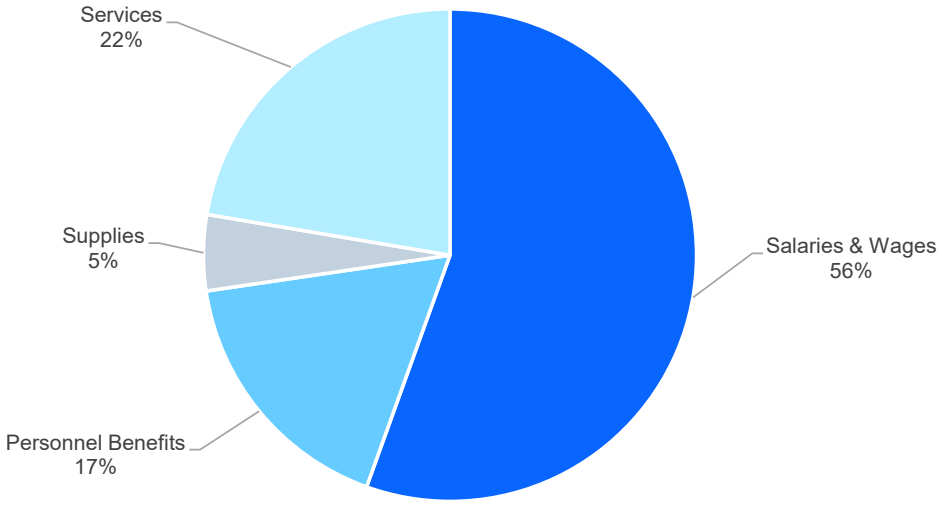


Taxes represent the General Fund's largest source of operating revenue, accounting for approximately 71% of budgeted revenue in 2027. Property, utility, and sales taxes comprise the majority of tax revenue, while business and occupation, criminal justice, gambling, and leasehold taxes provide additional revenue diversification.

Revenue Source	2025 Actual	2026 Projected	2027 Budget		2028 Budget	
			Amount	% of Total	Amount	% of Total
RECURRING REVENUES						
Property tax	5,470,900	5,985,712	5,650,000	20.2%	5,770,000	20.4%
Retail sales and use tax	4,396,062	4,375,128	4,359,023	15.6%	4,445,418	15.8%
Utility taxes						
Electricity	1,800,510	2,202,267	2,484,000	8.9%	2,608,200	9.2%
Natural gas	543,662	582,495	600,000	2.1%	600,000	2.1%
Solid waste	681,465	795,042	725,000	2.6%	730,000	2.6%
Cable TV	682,435	659,687	650,000	2.3%	615,000	2.2%
Telephone	226,579	283,224	220,000	0.8%	200,000	0.7%
SWM 13%	649,329	699,277	700,000	2.5%	710,000	2.5%
Total utility taxes	***4,583,980***	***5,221,992***	***5,379,000***	***19.2%***	***5,463,200***	***19.4%***
Business and occupation taxes						
Regular	1,252,189	1,250,000	1,300,000	4.6%	1,335,000	4.7%
Square footage	325,313	500,000	575,000	2.1%	700,000	2.5%
Total business and occupation taxes	***1,577,502***	***1,750,000***	***1,875,000***	***6.7%***	***2,035,000***	***7.2%***
Franchise fees	2,002,505	1,986,262	2,515,000	9.0%	2,540,000	9.0%
Criminal justice sales tax	1,203,006	1,250,000	1,350,000	4.8%	1,350,000	4.8%
Gambling and leasehold taxes	278,285	370,358	596,000	2.1%	668,000	2.4%
Licenses and permits	419,915	438,277	467,201	1.7%	467,201	1.7%
State-shared revenues and grants	1,116,500	1,028,164	1,023,723	3.7%	1,023,723	3.6%
Charges for services	2,477,423	2,530,897	2,468,785	8.8%	2,439,727	8.6%
Fines and penalties	982,449	826,212	854,000	3.1%	849,200	3.0%
Investment income	153,372	106,000	97,000	0.3%	83,000	0.3%
Rentals, contributions and other revenue	384,276	500,724	417,755	1.5%	407,955	1.4%
Total recurring revenues	**$25,046,175**	**$26,369,726**	**$27,052,487**	**96.7%**	**$27,542,424**	**97.6%**
ONE-TIME REVENUES						
One-time sales tax	33,620	425,000	300,000	1.1%	100,000	0.4%
One-time B&O taxes	7,983	170,000	85,000	0.3%	35,000	0.1%
Total one-time revenues	**$41,603**	**$595,000**	**$385,000**	**1.4%**	**$135,000**	**0.5%**
TRANSFERS						
Transfers in	79,644	-	543,333	1.9%	543,333	1.9%
Total revenues and transfers in	**$25,167,422**	**$26,964,726**	**$27,980,820**	**100.0%**	**$28,220,757**	**100.0%**

General Fund revenues are budgeted at $27.4 million in 2027 and $27.7 million in 2028, an increase of approximately 0.9%. Excluding one-time revenues, recurring revenues grow 1.8%, from $27.1 million to $27.5 million, driven by growth in property, sales, utility, and business and occupation (B&O) taxes. This growth more than offsets a planned $250,000 decrease in one-time sales and B&O tax revenues, which decline from $385,000 in 2027 to $135,000 in 2028 as fewer large development projects are expected. Transfers in add $543,333 each year, including $483,333 from the King County Parks Levy to support eligible parks and recreation expenditures, bringing total revenues and transfers in to $28.0 million in 2027 and $28.2 million in 2028.

2027 General Fund Expenditures by Type



Personnel costs represent the largest component of General Fund operating expenditures, with salaries and wages and personnel benefits accounting for approximately 73% of budgeted expenditures in 2027. Services account for approximately 22%, with the remaining 5% attributable to supplies. The concentration of expenditures in personnel reflects the service-oriented nature of General Fund operations, including public safety and other core City services.

General Fund Operating Outlook

The General Fund's concentration of expenditures in personnel makes the fund particularly sensitive to increases in employee-related costs. Cost-of-living adjustments and rising health insurance premiums can result in expenditure growth that exceeds growth in the City's major recurring revenue sources.

At the same time, growth in several of the City's major revenue sources is limited. Property tax, the City's largest individual General Fund revenue source, is generally subject to a 1% annual levy growth limit, excluding additional revenue from new construction and certain other adjustments. When personnel and other operating costs increase at rates greater than recurring revenues, additional pressure is placed on the General Fund's operating position.

To help offset these pressures, the City continues to pursue outside funding opportunities where available. This includes actively seeking public safety grants to support police services and using King County Parks Levy funding to support eligible Parks and Recreation expenditures. These resources help reduce the amount of General Fund revenue required to support these services.

The Street Fund accounts for the operation, maintenance, and preservation of the City's street and transportation system. Activities include roadway maintenance and repair, traffic and pedestrian safety improvements, traffic control devices, bridge inspections, roadside vegetation management, snow and ice response, street cleaning, and other activities necessary to maintain the City's transportation infrastructure.

The Street Fund is a special revenue fund supported by revenues dedicated to transportation purposes. Certain revenues, including motor vehicle fuel taxes and multimodal transportation distributions, are restricted by state law to eligible street, highway, or transportation purposes. Other revenues may be subject to restrictions established by statute, grant agreements, or other funding requirements.

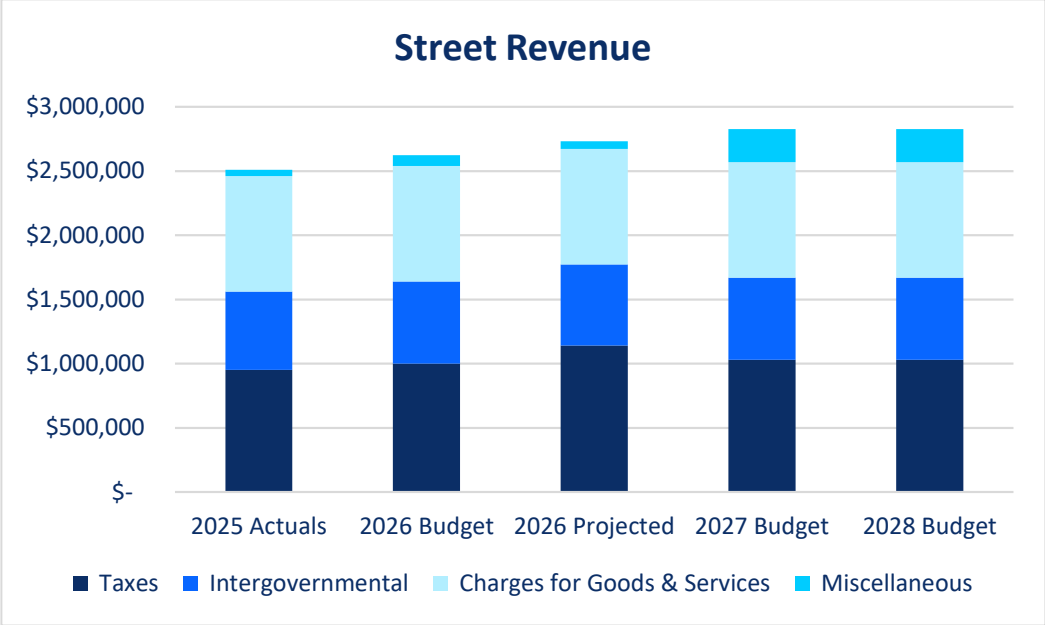
Full-Time Equivalents (FTEs)

	2026	2027 Budget			2028 Budget		
Position	**FTE**	**FTE**	**Salaries**	**Benefits**	**FTE**	**Salaries**	**Benefits**
Street Maintenance							
Public Works Director	0.20	0.20	42,788	13,781	0.20	43,857	14,177
City Engineer	0.05	0.05	9,338	2,958	0.05	9,806	3,129
GIS Administrator	0.30	0.30	35,656	11,186	0.30	36,547	11,690
Maintenance Superintendent	0.30	0.30	47,201	16,570	0.30	50,801	17,657
Assistant Maintenance Superintendent	0.30	-	-	-	-	-	-
Senior Maintenance Lead	1.00	1.00	120,625	65,659	1.00	124,243	69,510
Maintenance Worker	2.00	6.00	513,998	194,175	6.00	534,761	202,368
Traffic Control Specialist	1.00	1.00	101,676	46,471	1.00	104,727	48,947
Administrative Assistant II	0.15	0.15	13,887	5,898	0.15	14,234	6,137
Total Street Maintenance	**5.30**	**9.00**	**885,169**	**356,698**	**9.00**	**918,976**	**373,615**
Street Management							
Principal Engineer	-	0.20	30,998	10,625	0.20	31,773	11,191
Civil Engineer I	1.00	1.00	126,699	42,270	1.00	129,866	43,589
Total Street Management	**1.00**	**1.20**	**157,697**	**52,895**	**1.20**	**161,639**	**54,780**
Department Total	**6.30**	**10.20**	**$ 1,042,866**	**$ 409,593**	**10.20**	**$ 1,080,615**	**$ 428,395**

Note: Position costs shown in the FTE schedule reflect the budgeted allocation of salaries and benefits by position and may not directly correspond to the related expenditure categories in the department budget. Benefit costs include medical premiums as well as retirement, payroll taxes, workers' compensation, and other employee benefits. While medical premiums are projected to increase by approximately 10% to 16%, changes in total benefit costs are lower because medical premiums represent only one component of overall employee benefits. Please refer to the Public Works Department for an organizational chart reflecting the above positions.

Staffing: Beginning in 2027, the Street Fund reflects an increased allocation of Maintenance Worker positions to street operations. This change provides greater dedicated staffing for street maintenance activities, rather than allocating maintenance staff across multiple operating areas.

Revenue



	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Taxes							
Sanitation Utility Tax 10%	851,984	900,000	923,573	900,000	900,000	-3%	0%
Utility Taxes - (Surface Water Management)	99,897	100,000	216,867	130,000	130,000	-40%	0%
Total Taxes:	**951,881**	**1,000,000**	**1,140,439**	**1,030,000**	**1,030,000**	**-10%**	**0%**
Intergovernmental							
Multimodal Transportation	42,207	40,000	31,476	40,000	40,000	27%	0%
Vehicle Fuel Tax	566,641	600,000	601,040	600,000	600,000	0%	0%
Total Intergovernmental:	**608,849**	**640,000**	**632,516**	**640,000**	**640,000**	**1%**	**0%**
Charges for Goods & Services							
Interfund From Trans. Benefit District (Car Tabs)	900,000	900,000	900,000	850,000	850,000	-6%	0%
Total Charges for Goods & Services:	**900,000**	**900,000**	**900,000**	**850,000**	**850,000**	**-6%**	**0%**
Miscellaneous							
Miscellaneous Revenue	41,353	17,000	45,284	17,000	17,000	-62%	0%
Transfers In	8,908	67,000	12,899	240,000	240,000	1761%	0%
Total Miscellaneous:	**50,261**	**84,000**	**58,182**	**257,000**	**257,000**	**342%**	**0%**
Total Revenue:	**$ 2,510,990**	**$ 2,624,000**	**$ 2,731,137**	**$ 2,777,000**	**$ 2,777,000**	**2%**	**0%**

Sanitation Utility Tax — Revenue generated from the City's utility tax on solid waste services and dedicated to support street operations and maintenance.

Surface Water Management Utility Tax — Utility tax revenue generated from the City's Surface Water Management utility and used to support eligible Street Fund activities.

Multimodal Transportation — State-shared revenue distributed to cities to support transportation-related purposes.

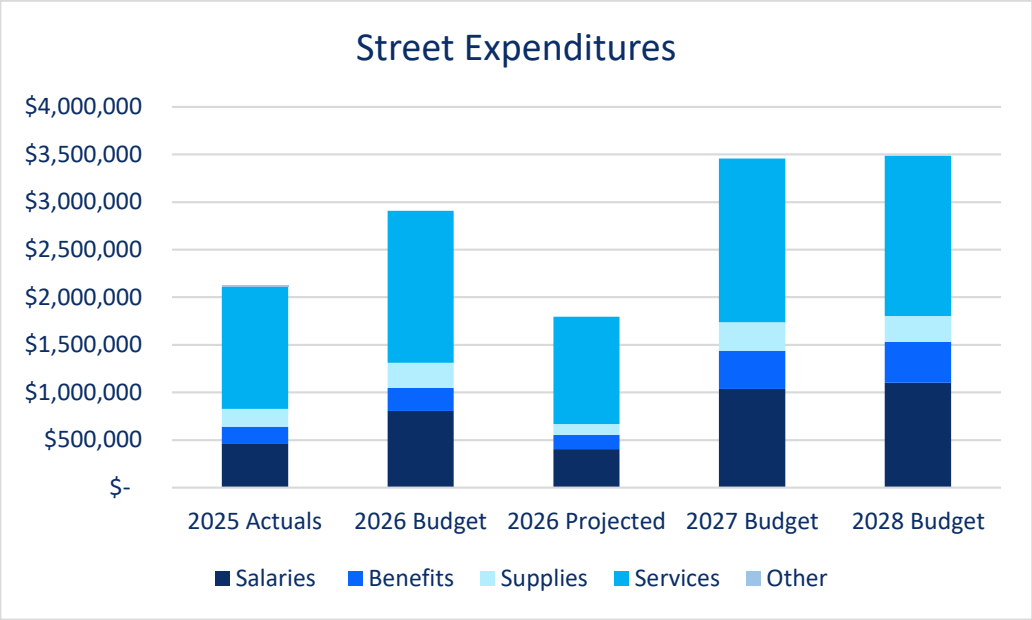
Motor Vehicle Fuel Tax — The City's share of state motor vehicle fuel tax revenues distributed based on statutory formulas and restricted to eligible street purposes.

Transportation Benefit District (Car Tabs) — Revenue transferred from the Transportation Benefit District to support transportation improvements and ongoing street maintenance activities.

Miscellaneous Revenue — Other revenues received by the Street Fund that do not fall within the Fund's primary revenue categories.

Transfers In — Resources transferred from other City funds to support eligible Street Fund expenditures.

Expenditures



	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Street Operations and Maintenance							
Ancillary Operations	129,539	-	123,913	-	-		
Flood/Storm Response	-	-	-	30,000	30,000	-	0%
Litter Clean Up	29,498	12,500	39,716	12,500	12,500	-69%	0%
Roadside Vegetation	100,342	87,000	92,193	117,000	87,000	27%	-26%
Snow and Ice Control	39,004	60,000	15,061	30,000	30,000	99%	0%
Street Building Maintenance	42,307	47,381	49,707	41,811	41,811	-16%	0%
Street Cleaning	687	-	2,257	-	-	-100%	-
Street Maintenance	756,137	1,461,158	638,011	1,793,216	1,847,915	181%	3%
Total Street Operations and Maintenance	**1,097,514**	**1,668,039**	**960,858**	**2,024,527**	**2,049,226**	**111%**	**1%**
Traffic and Safety							
Bridge Inspections	22,277	140,000	87,647	144,000	144,000	64%	0%
Guardrail Program	8,820	66,000	13,277	81,000	81,000	510%	0%
Sidewalk Projects	-	1,000	-	-	-	-	-
Traffic and Pedestrian Service	367,919	366,000	353,291	456,000	416,000	29%	-9%
Traffic Control Devices	419,327	394,000	231,093	403,000	406,000	74%	1%
Total Traffic and Safety	**818,342**	**967,000**	**685,307**	**1,084,000**	**1,047,000**	**58%**	**-3%**
Street Administration							
Street Administration	195,490	273,362	150,381	404,084	390,132	169%	-3%
Capital Outlay	9,229	-	-	-	-	-	-
Operating Lease	1,807	-	-	-	-	-	-
Total Street Administration	**206,527**	**273,362**	**150,381**	**404,084**	**390,132**	**169%**	**-3%**
Total Expenditures:	**$ 2,122,383**	**$ 2,908,402**	**$ 1,796,547**	**$ 3,512,611**	**$ 3,486,358**	**96%**	**-1%**

Street Fund expenditures support the ongoing operation, maintenance, and preservation of the City's transportation system. The increase in budgeted expenditures beginning in 2027 is primarily concentrated in street operations and maintenance and reflects the increased allocation of maintenance personnel to street activities. Budgeted expenditures also provide for traffic and pedestrian services, traffic control devices, bridge inspections, guardrail improvements, roadside vegetation management, and seasonal response activities.

Expenditures for certain activities, including snow and ice control, flood and storm response, and roadside vegetation management, may vary from year to year based on operating conditions and service needs.

Ending Cash Balance Summary

The Street Fund is projected to end 2027 with a cash balance of $1,306,021 and 2028 with a cash balance of $596,663. The decline reflects the planned use of available resources for street operations and transportation maintenance, with the fund’s cash position requiring continued monitoring.

The Street Pavement Fund accounts for resources dedicated to the City's pavement management program, including the preservation, maintenance, rehabilitation, and improvement of City streets.

Revenue

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Miscellaneous							
Interest Revenue	50,850	50,000	34,605	50,000	50,000	44%	0%
Total Miscellaneous:	**50,850**	**50,000**	**34,605**	**50,000**	**50,000**	**44%**	**0%**
Other Financing Sources							
Transfer in from Redondo Speed Enforcement Fund	3,561	556,000	-	-	-	-	-
Transfer in from Transportation Benefit District Fund	1,000,000	1,000,000	500,000	550,000	600,000	10%	9%
Total Other Financing Sources:	**1,003,561**	**1,556,000**	**500,000**	**550,000**	**600,000**	**10%**	**9%**
Total Revenue:	**$ 1,054,411**	**$ 1,606,000**	**$ 534,605**	**$ 600,000**	**$ 650,000**	**12%**	**8%**

The Street Pavement Fund is primarily supported by transfers from the Transportation Benefit District Fund and revenues generated by automated speed enforcement in the Redondo Beach area. Revenue from the Redondo speed enforcement cameras has declined significantly, reducing a funding source previously available for the City's pavement management program.

Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Street Pavement Program							
Salaries	11,472	13,126	19,316	13,126	13,126	-32%	0%
Benefits	3,674	5,195	4,178	5,195	5,195	24%	0%
Interfund Financial Services	2,255	46,000	17,288	6,000	6,000	-65%	0%
Contingencies - Arterial Street Paving	210,350	510,000	143,998	-	-	-100%	-
Transfers to Transportation Capital Improvements Fund	1,105,500	1,183,000	1,812,000	529,000	200,000	-71%	-62%
Total Expenditures:	**$ 1,333,252**	**$ 1,757,322**	**$ 1,996,780**	**$ 553,321**	**$ 224,322**	**-72%**	**-59%**

The Street Pavement Fund supports ongoing pavement preservation and rehabilitation, as well as transfers to the Transportation Capital Improvements Fund for eligible pavement-related capital projects. Projected 2026 expenditures are significantly higher than normal, primarily due to approximately $1.8 million in transfers supporting the North Hill Elementary Walkway Improvements and 24th Avenue South Improvements projects. Expenditures decline substantially in 2027 and 2028 as the budget does not include additional arterial street paving contingencies, allowing the fund to rebuild its cash balance while a sustainable funding strategy for the pavement management program is evaluated.

Ending Cash Balance Summary

The Street Pavement Fund is projected to end 2027 with a cash balance of $112,118 and 2028 with a cash balance of $537,797. The improvement in 2028 reflects the reduced level of planned pavement expenditures and the absence of an arterial paving contingency as the fund rebuilds cash following significant capital spending in 2026. Despite the improvement, additional ongoing funding will be needed to support a sustainable pavement management program.

The Public Safety Sales Tax Fund accounts for revenues received from the 0.1% local sales and use tax authorized under HB 2015. Revenues are restricted to eligible public safety purposes in accordance with state law. The City uses these revenues to support public safety services, including police officer positions, animal control services, and public defender costs.

Revenue and Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
Public Safety Sales Tax	-	450,000	450,000	540,000	540,000	20%	0%
Total Revenue:	**-**	**450,000**	**450,000**	**540,000**	**540,000**	**20%**	**0%**
Expenditures							
Animal Control	-	100,000	94,709	100,000	100,000	6%	0%
Police Officer Salary and Benefits	-	240,000	244,291	271,026	310,077	11%	14%
Public Defenders	-	110,000	110,000	168,974	129,923	54%	-23%
Total Expenditures:	**-**	**450,000**	**449,000**	**540,000**	**540,000**	**20%**	**0%**
Net Change in Cash:	**$ -**	**$ -**	**$ 1,000**	**$ -**	**$ -**		

Ending Cash Balance Summary

The Public Safety Sales Tax Fund is projected to end both 2027 and 2028 with a cash balance of approximately $1,000. Revenues are budgeted to fully support planned public safety expenditures, resulting in a minimal year-end cash balance.

The Development Fund accounts for revenues generated by fee-based development activities, including permitting, plan review, inspections, and other development-related services, and the associated costs of providing those services.

The fund was established in 2017 to separate fee-supported development activities from tax-supported services. Fee-based activities are accounted for in the Development Fund, while tax-supported Planning, Building, and Public Works activities are accounted for in the General Fund.

The Development Fund primarily supports fee-based activities of the Community Development Department, as well as certain development-related Engineering Services provided by the Public Works Department.

Activities accounted for in the Development Fund include:

Planning Division. Provides long-range planning and development review services, including implementation of the City's Comprehensive Plan, review of development proposals, and inspections for compliance.

Building Division. Oversees building construction through plan review, permitting, and inspections to ensure compliance with approved plans and applicable building codes.

Engineering Services. Provides review and inspection of residential and commercial development for compliance with the City's transportation and stormwater requirements, including right-of-way permit review and inspections. Engineering Services is organizationally part of the Public Works Department.

Full-Time Equivalents (FTEs)

	2026	2027 Budget			2028 Budget		
Position	**FTE**	**FTE**	**Salaries**	**Benefits**	**FTE**	**Salaries**	**Benefits**
Planning, Bulilding and Permits (Fee-Based)							
Community Development Director	0.50	0.50	98,906	16,385	0.50	101,379	18,238
Planning & Development Services Manager	1.00	1.00	165,205	44,544	1.00	169,335	46,762
Senior Planner	1.00	1.00	135,797	39,716	1.00	139,192	41,821
Land Use Planner I	2.00	2.00	216,730	55,809	2.00	222,149	56,987
Asst Bldg Official/Electr & Bldg Inspector	1.00	1.00	141,205	52,622	1.00	144,735	55,458
Electrical/Bldg Inspector/Plans Exam	1.00	1.00	121,825	46,640	1.00	124,871	48,342
Plans Examiner/Building Inspector	2.00	2.00	225,192	106,231	2.00	230,822	112,060
Permit Services Manager	-	1.00	128,083	34,216	1.00	137,846	19,167
Permit Coordinator	1.70	1.70	143,194	51,184	1.70	149,287	53,812
GIS Administrator	0.15	0.15	17,828	5,593	0.15	17,828	5,846
Code Enforcement Officer	-	1.00	100,837	23,419	1.00	105,877	23,347
Total Planning, Bulilding and Permits (Fee-Based)	**10.35**	**12.35**	**1,494,802**	**476,359**	**12.35**	**1,543,321**	**481,840**
Engineering and CIP Services							
Public Works Director	0.15	0.15	32,091	10,337	0.15	32,090	10,633
City Engineer	0.70	0.70	130,737	41,400	0.70	137,278	43,819
Principal Engineer	0.50	0.30	46,497	15,310	0.30	47,569	16,782
Civil Engineer I	1.00	1.00	126,699	46,988	1.00	129,866	49,504
Engineering Inspector	0.95	0.95	108,561	42,950	0.95	108,561	44,953
GIS Administrator	0.15	0.15	17,828	5,594	0.15	17,828	5,846
Admin Assistant II	0.20	0.20	18,516	7,863	0.20	18,979	8,181
Total Engineering and CIP Services	**3.65**	**3.45**	**480,929**	**170,442**	**3.45**	**492,171**	**179,718**
Department Total	**14.00**	**15.80**	**$ 1,975,731**	**$ 646,801**	**15.80**	**$ 2,035,492**	**$ 661,558**

Note: Position costs shown in the FTE schedule reflect the budgeted allocation of salaries and benefits by position and may not directly correspond to the related expenditure categories in the department budget. Benefit costs include medical premiums as well as retirement, payroll taxes, workers' compensation, and other employee benefits. While medical premiums are projected to increase by approximately 10% to 16%, changes in total benefit costs are lower because medical premiums represent only one component of overall employee benefits.

Engineering Services personnel costs may be allocated to capital projects based on work performed. As a result, a portion of the personnel costs shown in the FTE schedule may ultimately be charged to projects accounted for in the City's capital project funds rather than the Development Fund.

Revenue

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Development Fund Revenue							
Planning & Development Fees	386,785	420,225	412,929	1,367,785	206,225	231%	-85%
Building Permits & Fees	2,240,565	1,735,650	2,987,221	1,516,605	1,516,605	-49%	0%
Engineering Fees & Permits	690,019	576,630	602,054	232,057	232,057	-61%	0%
SEPA Related Mitigation Fees	20,128	-	-	-	-	-	-
Grants and Intergovernmental	111,406	97,749	99,885	332,547	348,749	233%	5%
Other Revenue	109,290	92,436	93,633	78,436	78,436	-16%	0%
Transfers In	-	35,732	-	-	-	-	-
Total Revenue:	**$ 3,558,193**	**$ 2,958,422**	**$ 4,195,722**	**$ 3,527,430**	**$ 2,382,072**	**-16%**	**-32%**

Development Fund revenues are closely tied to the level and timing of development activity within the City and can fluctuate significantly from year to year. Revenues are generally higher during periods of increased permitting, plan review, and construction activity and decline as major development projects are completed or overall development activity slows.

Revenue is projected at $4.2 million in 2026 before declining to $3.5 million in 2027 and $2.4 million in 2028. The 2027 budget includes significant Planning and Development Fees associated with anticipated development activity, while Building and Engineering revenues are budgeted below 2026 projected levels. Revenue estimates, particularly for 2028, reflect projects currently anticipated to proceed through the development process. Additional projects may generate revenue if they advance through the application and permitting process during the biennium.

Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Planning and Development							
Salaries & Wages	675,682	695,453	696,553	711,947	727,528	2%	2%
Benefits	193,488	199,092	199,294	193,305	199,746	-3%	3%
Supplies	1,007	4,328	599	4,328	4,328	622%	0%
Services	371,014	300,016	236,178	631,734	578,322	167%	-8%
Operating Lease	903	-	-	-	-	-	-
Total Planning and Development:	**1,242,096**	**1,198,889**	**1,132,624**	**1,541,314**	**1,509,924**	**36%**	**-2%**
Building and Permits							
Salaries & Wages	546,328	699,382	696,536	794,955	818,620	14%	3%
Benefits	199,023	197,829	204,992	284,038	279,594	39%	-2%
Supplies	13,964	26,025	20,179	31,025	26,025	54%	-16%
Services	207,293	285,894	324,093	372,379	296,021	15%	-21%
Operating Lease	903	-	-	-	-	-	-
Total Building and Permits:	**967,512**	**1,209,130**	**1,245,800**	**1,482,397**	**1,420,260**	**19%**	**-4%**
Engineering Services							
Salaries & Wages	409,901	575,298	422,068	394,633	401,834	-7%	2%
Benefits	153,527	161,989	158,132	182,432	190,748	15%	5%
Supplies	4,811	12,500	7,203	12,500	12,500	74%	0%
Services	290,713	260,015	304,123	215,056	215,755	-29%	0%
Operating Lease	1,506	-	-	-	-	-	-
Total Engineering Services:	**860,458**	**1,009,802**	**891,526**	**804,621**	**820,837**	**-10%**	**2%**
Grants and Intergovernmental							
Recycle Grant	47,575	55,749	47,575	60,290	61,289	27%	2%
Minor Home Repair Grant	21,612	27,000	21,612	27,000	27,000	25%	0%
Total Grants and Intergovernmental:	**69,187**	**82,749**	**69,187**	**87,290**	**88,289**	**26%**	**1%**
Total Expenditures:	**$ 3,139,252**	**$ 3,500,570**	**$ 3,339,137**	**$ 3,915,622**	**$ 3,839,310**	**17%**	**-2%**

Development Fund expenditures reflect the staffing and resources necessary to provide planning, permitting, inspection, and engineering services associated with development activity. While fee revenues can fluctuate significantly based on the timing of individual projects, expenditures do not necessarily change at the same rate because the City must maintain sufficient staffing and service capacity to process active development and respond to new projects as they enter the permitting process.

Total expenditures are budgeted at approximately $3.9 million in both 2027 and 2028. Planning and Development expenditures increase in 2027 primarily due to higher services costs, while Building and Permits expenditures increase primarily due to personnel and service costs. Engineering Services expenditures decline in 2027 before increasing modestly in 2028.

As development activity becomes clearer during the biennium, expenditure levels can be adjusted to reflect changes in workload and service needs.

Ending Cash Balance Summary

The Development Fund is projected to end 2027 with a cash balance of $2,335,727 and 2028 with a cash balance of $878,489. The declining cash balance reflects the use of resources accumulated during periods of stronger development activity to maintain service capacity during periods of lower anticipated fee revenue. Actual results will depend on the level and timing of development activity during the biennium.

The Police Drug Seizure Fund accounts for assets received through state and federal forfeiture programs. In accordance with RCW 69.50.505, state forfeiture proceeds are restricted to the expansion and improvement of controlled-substance-related law enforcement activities and may not be used to supplant existing funding. Federal forfeiture proceeds are subject to federal equitable sharing requirements and must be used for permissible law enforcement purposes.

Revenue and Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
Interest Revenue	-	1,000	-	1,000	1,000	-	0%
Proceeds from Forfeited Property	-	25,000	230,152	25,000	25,000	-89%	0%
Total Revenue:	**-**	**26,000**	**230,152**	**26,000**	**26,000**	**-89%**	**0%**
Expenditures							
Supplies	5,135	5,500	-	5,500	5,500	-	0%
Professional Services	-	15,000	-	15,000	15,000	-	0%
Total Expenditures:	**5,135**	**20,500**	**-**	**20,500**	**20,500**	**-**	**0%**
Net Change in Cash:	**$ (5,135)**	**$ 5,500**	**$ 230,152**	**$ 5,500**	**$ 5,500**		

Ending Cash Balance Summary

The Police Drug Seizure Fund is projected to end 2027 with a cash balance of $135,466 and 2028 with a cash balance of $140,966. The ending cash balance represents resources available for future qualifying law enforcement expenditures and provides capacity to accommodate the variable nature of forfeiture revenues.

The purpose of the Lodging Excise Tax Fund is to account for lodging tax revenues collected by the City. Revenues are restricted in accordance with state law and may be used for tourism promotion, the marketing and operation of special events and festivals designed to attract tourists, and the operation and capital expenditures of tourism-related facilities.

Revenue and Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
Lodging Excise Tax	94,192	125,000	102,000	100,000	100,000	-2%	0%
Interest Revenue	4,456	3,000	2,673	2,000	2,000	-25%	0%
Total Revenue:	**98,647**	**128,000**	**104,673**	**102,000**	**102,000**	**-3%**	**0%**
Expenditures							
Supplies	-	-	121	-	-	-100%	-
Professional Services	157,925	125,000	60,000	78,000	78,000	-30%	0%
Transfer Out to General Fund	-	-	-	10,000	10,000	-	0%
Total Expenditures:	**157,925**	**125,000**	**60,121**	**88,000**	**88,000**	**-46%**	**0%**
Net Change in Cash:	**$ (59,278)**	**$ 3,000**	**$ 44,552**	**$ 14,000**	**$ 14,000**		

Expenditures: The decrease in expenditures beginning in 2027 primarily reflects the discontinuation of Lodging Excise Tax funding for the Fourth of July drone show. Professional services of $78,000 annually provides funding for rent associated with the Des Moines Historical Society, the fund's reimbursement program, and certain City events. The budget also includes an annual $10,000 transfer to the General Fund.

Ending Cash Balance Summary

The Lodging Excise Tax Fund is projected to end 2027 with a cash balance of $143,201 and 2028 with a cash balance of $157,201. The accumulated cash balance provides resources for future eligible tourism-related opportunities and expenditures as they arise.

The Affordable Housing Sales Tax Fund accounts for sales tax revenues received as a credit against the state's 6.5% sales tax and does not increase the sales tax rate paid by consumers. Revenues are restricted to eligible affordable and supportive housing purposes, including rental assistance. The City participates in the South King Housing and Homelessness Partners (SKHHP), a regional partnership that pools resources to help ensure the availability of housing that meets the needs of all income levels in South King County.

Revenue and Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
Affordable Housing Sales Tax	34,933	35,000	35,000	37,000	39,000	6%	5%
Expenditures							
Professional Services	30,667	35,000	35,000	37,000	39,000	6%	5%
Net Change in Cash	**$ 4,266**	**$ -**	**$ -**	**$ -**	**$ -**		

Professional Services — Represents Affordable Housing Sales Tax revenues contributed to the South King Housing and Homelessness Partners (SKHHP) to support eligible regional housing and homelessness initiatives.

Ending Cash Balance Summary

The Affordable Housing Sales Tax Fund is projected to end both 2027 and 2028 with a cash balance of $91,013. The ending cash balance represents resources available for future eligible affordable and supportive housing activities.

The Redondo Zone Fund accounts for parking fees and fines collected in the Redondo Beach area. Revenues are used to support operating and capital costs associated with parking, transportation, infrastructure, and other improvements within the Redondo Zone.

Revenue

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Fines & Penalties							
Civil Parking Infraction Penalty	420	1,000	420	1,000	1,000	138%	0%
Total Fines & Penalties:	**420**	**1,000**	**420**	**1,000**	**1,000**	**138%**	**0%**
Miscellaneous							
Parking Fees	74,190	140,000	114,514	100,000	100,000	-13%	0%
Parking Passes -Resident	421	-	1,500	1,500	1,500	0%	0%
Parking Passes-Nonresident	587	-	1,000	1,500	2,000	50%	33%
Parking Pass - Redondo	73	-	7,500	7,500	7,500	0%	0%
Concession Space Rental	4,477	3,630	7,200	8,630	8,630	20%	0%
Interest Revenue	354	500	400	500	500	25%	0%
Total Miscellaneous:	**80,101**	**144,130**	**132,114**	**119,630**	**120,130**	**-9%**	**0%**
Other Financing Sources							
Transfer in from Waterfront Zone Fund	42,673	-	-	30,000	-	-	-
Total Other Financing Sources:	**42,673**	**-**	**-**	**30,000**	**-**	**-**	**-**
Total Revenue:	**$ 123,194**	**$ 145,130**	**$ 132,534**	**$ 150,630**	**$ 121,130**	**14%**	**-20%**

Parking fees are the Fund's primary ongoing revenue source and are budgeted at $100,000 annually in 2027 and 2028. Total 2027 revenue includes a one-time $30,000 transfer from the Waterfront Zone Fund, resulting in higher total revenue in 2027 and the corresponding decline in 2028.

Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Redondo Zone Program							
Salaries	31,123	21,630	29,854	29,630	29,630	-1%	0%
Benefits	9,376	18,952	9,657	9,531	9,531	-1%	0%
Supplies	14,172	9,923	7,812	7,423	7,423	-5%	0%
Services	96,721	77,005	90,515	85,749	86,258	-5%	1%
Total Expenditures:	**$ 151,391**	**$ 127,510**	**$ 137,838**	**$ 132,333**	**$ 132,842**	**-4%**	**0%**

Salaries and benefits represent the portion of Marina employee costs associated with providing maintenance and other services within the Redondo Beach area.

Ending Cash Balance Summary

The Redondo Zone Fund is projected to end 2027 with a cash balance of $35,629 and 2028 with a cash balance of $23,917.

The Waterfront Zone Fund accounts for parking fees and rental revenue generated within the Waterfront Zone and the related operating and capital costs. The Waterfront Zone consists primarily of the parking area located north of the Des Moines Marina. Although adjacent to the Marina, the Waterfront Zone is accounted for separately and is not considered part of the Marina for financial reporting purposes.

Revenue

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Intergovernmental							
State Grants	-	-	195,000	-	-	-	-
	-	-	-	-	-	-	-
Total Intergovernmental:	**-**	**-**	**195,000**	**-**	**-**	**-**	**-**
Fines & Penalties							
Civil Parking Infraction Penalty	2,050	-	213	-	-	-	-
Total Charges for Fines & Penalties:	**2,050**	**-**	**213**	**-**	**-**	**-**	**-**
Miscellaneous							
Parking Fees	320,178	420,000	336,187	350,000	350,000	4%	0%
Parking Passes -Resident	34,119	15,450	35,143	32,550	32,550	-7%	0%
Parking Passes-Nonresident	8,833	5,150	9,098	7,650	7,150	-16%	-7%
Parking Passes -Pier Fishing	17,659	5,150	18,189	21,650	21,150	19%	-2%
Parking Passes-Commercial	1,579	-	490	800	800	63%	0%
Parking Fees Short Term	3,119	-	5,000	-	-	-	-
Land & Facility Rentals (Short-term)	6,803	6,000	9,000	6,000	6,000	-33%	0%
Concession Space Rental	1,500	3,960	2,160	3,960	3,960	83%	0%
Interest Revenue	5,775	2,500	450	2,500	2,500	456%	0%
Other Miscellaneous Revenues	339	-	1,000	500	500	-50%	0%
Total Miscellaneous:	**399,904**	**458,210**	**416,716**	**425,610**	**424,610**	**2%**	**0%**
Other Financing Sources							
Transfer in from ARPA Fund	45,631	-	-	-	-	-	-
Total Other Financing Sources:	**45,631**	**-**	**-**	**-**	**-**	**-**	**-**
Total Revenue:	**$ 447,585**	**$ 458,210**	**$ 611,929**	**$ 425,610**	**$ 424,610**	**-30%**	**0%**

Waterfront Zone Fund revenue is primarily generated by parking fees and parking passes. Total revenue is budgeted at $425,610 in 2027 and $424,610 in 2028. The decrease from 2026 projected revenue reflects $195,000 in one-time state grant revenue anticipated in 2026. Excluding this one-time funding, recurring revenue is expected to remain relatively stable during the biennium.

Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Waterfront Zone Program							
Salaries	29,381	31,879	27,691	32,879	32,879	19%	0%
Benefits	10,205	9,450	10,911	9,451	9,450	-13%	0%
Supplies	12,373	10,000	9,000	10,500	11,000	17%	5%
Services	120,323	96,123	246,246	88,983	90,394	-64%	2%
Total Operations:	**172,282**	**147,452**	**293,847**	**141,813**	**143,723**	**-52%**	**1%**
Transfers out to General Fund	20,000	-	-	50,000	50,000	-	0%
Transfers out to Debt Service Fund	250,000	250,000	250,000	250,000	250,000	0%	0%
Transfers out to Redondo Zone Fund	42,673	-	-	30,000	-	-	-100%
Total Transfers Out:	**312,673**	**250,000**	**250,000**	**330,000**	**300,000**	**32%**	**-9%**
Total Expenditures:	**$ 484,955**	**$ 397,452**	**$ 543,847**	**$ 471,813**	**$ 443,723**	**-13%**	**-6%**

Personnel costs represent Marina employees charging time to the Waterfront Zone Fund for work performed within the area. The higher projected services expenditures in 2026 are primarily related to activities funded by the one-time state grant received during the year. Waterfront Zone parking revenues also help support annual debt service payments associated with the City's 2023 bond issuance. Beginning in 2027, the budget includes a transfer to the General Fund, as provided for under the Des Moines Municipal Code.

Ending Cash Balance Summary

The Waterfront Zone Fund is projected to end 2027 with a cash balance of $65,190 and 2028 with a cash balance of $46,078. The fund is expected to use a portion of its existing cash balance to support ongoing expenditures during the biennium.

The Planning, Building and Public Works (PBPW) Automation Fund accounts for automation fees collected by Planning, Building and Public Works to support technology used in providing development and public works services. Revenues are used for technology operations, maintenance and replacement costs, as well as capital expenditures for the acquisition of additional technology benefiting Planning, Building and Public Works.

Revenue and Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
Automation Fees	133,388	175,000	170,000	200,000	200,000	18%	0%
Interest Revenue	28,001	15,000	21,001	15,000	15,000	-29%	0%
Total Revenue:	**161,389**	**190,000**	**191,001**	**215,000**	**215,000**	**13%**	**0%**
Expenditures							
Software	-	-	205,000	60,000	-	-71%	-100%
Hardware < $5,000	-	-	6,200	20,000	-	223%	-100%
General Fund Indirect Cost Allocation	-	-	-	148,714	155,960	-	5%
Computer Interfund Maintenance	80,647	88,711	-	-	-	-	-
Interfund Computer Replacement	7,278	9,098	9,098	-	1,100	-100%	-
Transfers to Development Fund	-	35,732	-	-	-	-	-
Total Expenditures:	**87,925**	**133,541**	**220,298**	**228,714**	**157,060**	**4%**	**-31%**
Net Change in Cash:	**$ 73,464**	**$ 56,459**	**$ (29,297)**	**$ (13,714)**	**$ 57,940**		

Indirect Cost Allocation: Beginning in 2027, the General Fund Indirect Cost Allocation replaces the separate Computer Interfund Maintenance assessment. The allocation represents the PBPW Automation Fund's share of General Fund IT services, which are incorporated into the City's indirect cost allocation methodology rather than assessed separately.

Ending Cash Balance Summary

The PBPW Automation Fee Fund is projected to end 2027 with a cash balance of $648,113 and 2028 with a cash balance of $706,053. The accumulated cash balance provides resources to address future technology operating, replacement, and capital needs.

The purpose of the Urban Forestry Fund is to account for funds generated from the sale of trees and other revenues received pursuant to DMMC 16.25.085. These resources are restricted for costs related to wooded areas within the City. While the fund has had no activity to date, the City continues to budget for the fund in anticipation of future activity.

Revenue and Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
Tree Payment In Lieu	-	5,000	-	5,000	5,000	-	0%
Total Revenue:	**-**	**5,000**	**-**	**5,000**	**5,000**	**-**	**0%**
Expenditures							
Supplies	-	5,000	-	5,000	5,000	-	0%
Total Expenditures:	**-**	**5,000**	**-**	**5,000**	**5,000**	**-**	**0%**
Net Change in Cash:	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**		

Ending Cash Balance Summary

The Urban Forestry Fund is projected to have no ending cash balance in 2027 or 2028. No activity is currently anticipated; however, the fund remains available to account for future eligible revenues and expenditures.

The purpose of the Nuisance Property Abatement Fund is to account for revenues received and expenditures incurred for the abatement of nuisances within the City. Funding is primarily derived from fees, penalties, judgments, and settlements resulting from code enforcement and related legal processes.

Revenue and Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
Sentence Compliance Fee	-	500	-	500	500	-	0%
Other Infractions - Abatement	603	600	2,068	600	600	-71%	0%
Judgments And Settlements	-	2,500	-	2,500	2,500	-	0%
Total Revenue:	**603**	**3,600**	**2,068**	**3,600**	**3,600**	**74%**	**0%**
Expenditures							
Professional Services	-	2,500	-	2,500	2,500	-	0%
Total Expenditures:	**-**	**2,500**	**-**	**2,500**	**2,500**	**-**	**0%**
Net Change in Cash:	**$ 603**	**$ 1,100**	**$ 2,068**	**$ 1,100**	**$ 1,100**		

Ending Cash Balance Summary

The Nuisance Abatement Fund is projected to end 2027 with a cash balance of $41,932 and 2028 with a cash balance of $43,032. The accumulated cash balance provides resources to address future nuisance abatement needs as they arise.

The Automated Speed Enforcement (ASE) Fund accounts for revenues generated from fines assessed through the City's automated traffic safety camera program under Chapter 10.36 DMMC. Revenues are restricted for traffic safety purposes, including programs, services, and improvements intended to enhance roadway safety, or for other uses as permitted by State law.

Revenue and Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
Speeding Infractions	152,670	350,000	320,000	800,000	800,000	150%	0%
Interest Revenue	13,568	7,500	3,000	10,000	10,000	233%	0%
Miscellaneous Revenue	11	-	-	-	-	-	-
Total Revenue:	**166,249**	**357,500**	**323,000**	**810,000**	**810,000**	**151%**	**0%**
Expenditures							
Salaries and Benefits	93,032	31,905	44,800	83,067	82,030	85%	-1%
Professional Services	128,564	280,000	280,000	325,000	325,000	16%	0%
Transfer out to Transportation Capital Improvements Fund	87,710	-	105,000	222,000	500,000	111%	125%
Total Expenditures:	**309,306**	**311,905**	**429,800**	**630,067**	**907,030**	**47%**	**44%**
Net Change in Cash:	**$ (143,057)**	**$ 45,595**	**$ (106,800)**	**$ 179,933**	**$ (97,030)**		

Speeding Infractions: Revenue is projected to increase beginning in 2027 due to the planned expansion of the City's automated traffic safety camera program with additional camera locations.

Salaries and Benefits: Court staff costs associated with processing automated speed enforcement citations.

Professional Services: Payments to the vendor for operation and maintenance of the automated traffic safety camera system.

Transfer to Transportation Capital Improvements Fund: Funding dedicated to eligible traffic safety-related transportation capital projects.

Ending Cash Balance Summary

The Automated Speed Enforcement Fund is projected to end 2027 with a cash balance of $199,714 and 2028 with a cash balance of $102,684. The decrease in 2028 reflects the planned use of available resources for transportation capital projects consistent with the restrictions on automated speed enforcement revenues.

The Redondo Speed Enforcement Fund accounts for revenues generated from automated speed enforcement cameras located outside of a school zone in the Redondo Beach area of the City. Revenues from park zone speed violations are restricted to eligible traffic safety activities, including transportation construction and preservation projects, maintenance and operations, Complete Streets improvements, roadway improvements designed to reduce vehicle speeds, and projects that improve safety and accessibility for pedestrians, bicyclists, and other active transportation users. Revenues may also be used for costs associated with the administration, installation, operation, and maintenance of the automated traffic safety camera program, including costs related to processing infractions.

Revenue and Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
Redondo Traffic Infractions	1,014,825	1,110,000	665,500	500,000	500,000	-25%	0%
Interest Revenue	1,241	-	707	-	-	-100%	-
Miscellaneous Revenue	210	-	119	-	-	-100%	-
Total Revenue:	**1,016,277**	**1,110,000**	**666,326**	**500,000**	**500,000**	**-25%**	**0%**
Expenditures							
Salary and Benefits	195,073	244,849	199,344	109,982	107,771	-45%	-2%
Professional Services	263,572	210,000	225,919	225,000	225,000	0%	0%
Judge Pro-Tem	6,226	25,000	7,783	8,000	8,000	3%	0%
Interpreter Services	1,806	5,000	1,806	2,500	2,500	38%	0%
Transfer to Street Fund	731	39,000	56,000	240,000	240,000	329%	0%
Transfer to Street Pavement Fund	3,561	556,000	-	-	-	-	-
Transfer to Transportation Capital Improvements Fund	42,698	230,000	431,000	280,000	107,000	-35%	-62%
Total Expenditures:	**513,667**	**1,309,849**	**921,852**	**865,482**	**690,271**	**-6%**	**-20%**
Net Change in Cash:	**$ 502,610**	**$ (199,849)**	**$ (255,526)**	**$ (365,482)**	**$ (190,271)**		

Salaries and Benefits, Judge Pro-Tem, Interpreter Services: Court and Police administrative costs associated with processing and adjudicating automated speed enforcement citations.

Professional Services: Payments to the vendor for operation and maintenance of the automated traffic safety camera system.

Transfer to Street Fund: Funding for eligible street maintenance and traffic safety activities.

Transfer to Street Pavement Fund: Funding for eligible street preservation and pavement improvement projects.

Transfer to Transportation Capital Improvements Fund: Funding dedicated to eligible traffic safety-related transportation capital projects.

Ending Cash Balance Summary

The Redondo Speed Enforcement Fund is projected to end 2027 with a cash balance of $503,573 and 2028 with a cash balance of $313,302. The projected cash balances reflect the discontinuation of transfers to the Street Pavement Fund, allowing the fund to maintain sufficient resources while continuing to support eligible traffic safety and transportation activities.

The Transportation Benefit District (TBD) Fund accounts for vehicle license fee revenues dedicated to transportation improvements. The current $40 annual vehicle license fee will increase to $50 in December 2026. Revenues from the fee support City arterial street maintenance, arterial street paving, and eligible transportation capital projects.

Revenue and Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
TBD Fees (Car Tab Fees)	933,600	950,000	950,000	1,150,000	1,150,000	21%	0%
Interest Revenue	143,642	70,000	33,000	70,000	70,000	112%	0%
Total Revenue:	**1,077,242**	**1,020,000**	**983,000**	**1,220,000**	**1,220,000**	**24%**	**0%**
Expenditures							
Street Maintenance Services	900,000	900,000	900,000	850,000	850,000	-	-
Transfer to Street Pavement Fund	1,000,000	1,000,000	500,000	550,000	600,000	10%	9%
Transfer to Transportation Capital Improvements Fund	-	705,000	1,255,000	300,000	-	-76%	-100%
Total Expenditures:	**1,900,000**	**2,605,000**	**2,655,000**	**1,700,000**	**1,450,000**	**-36%**	**-15%**
Net Change in Cash:	**$ (822,758)**	**$ (1,585,000)**	**$ (1,672,000)**	**$ (480,000)**	**$ (230,000)**		

Ending Cash Balance Summary

The Transportation Benefit District (TBD) Fund is projected to end 2027 with a cash balance of $303,475 and 2028 with a cash balance of $73,475. The decrease in 2028 reflects the planned use of available resources to support street maintenance, paving, and transportation capital projects.

Debt service funds are used to account for principal and interest payments on the City's outstanding debt. The City uses debt as a means of financing capital improvements. By extending repayment over the anticipated useful life of an improvement, the cost is more equitably shared among the citizens who benefit from the investment. Bond proceeds are used to finance the construction or acquisition of capital improvements, with the debt repaid over time from taxes, fees, or other revenue sources identified for that purpose.

The City of Des Moines has three types of debt outstanding for general government purposes:

Limited Tax General Obligation (LTGO) Bonds, also referred to as Councilmanic Bonds, may be issued with approval of the City Council. These bonds are repaid from existing general revenues of the City.

Intergovernmental Bonds represent the City's share of debt associated with the South Correctional Entity (SCORE) and are backed by the full faith and credit of the City. In 2019, the City transitioned from a host city to an owner city of SCORE. Prior to this change, the City's allocable share of SCORE debt was reported as an intergovernmental loan. As an owner city, the City's share of SCORE debt is reported as intergovernmental bonds.

Governmental Loans include a Public Works Trust Fund loan held by the City for eligible public infrastructure improvements.

When debt is issued, bond rating agencies conduct a comprehensive review of the City's financial condition and assign a credit rating based on their findings. The City's bond rating reflects its creditworthiness and directly affects the cost of borrowing. The City of Des Moines currently holds an AA bond rating from S&P Global Ratings, which was most recently awarded in May 2025.

Revenue and Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
Transfer In From Waterfront Zone	250,000	250,000	250,000	250,000	250,000	0%	0%
Transfer In From Reet 1	293,979	268,040	268,040	300,668	300,273	12%	0%
Transfer In From Reet 2	454,503	479,479	479,478	512,524	512,240	7%	0%
Transfer In From One-Time Tax	50,000	50,000	50,000	50,000	50,000	0%	0%
Total Revenue:	**1,048,482**	**1,047,519**	**1,047,518**	**1,113,192**	**1,112,513**	**6%**	**0%**
Expenditures							
Public Works Trust Fund Loan - Principal	31,863	31,863	31,863	31,863	31,863	0%	0%
Public Works Trust Fund Loan - Interest	637	478	478	320	161	-33%	-50%
2018 Refunding Bonds - Principal	281,911	292,385	292,385	309,228	321,071	6%	4%
2018 Refunding Bonds - Interest	122,643	111,107	111,352	99,413	87,045	-11%	-12%
2023 Bonds - Interest	611,855	611,685	611,685	672,365	672,365	10%	0%
Transfers out to the General Fund	59,644	-	-	-	-	-	-
Other Debt Service Costs	119	-	-	-	-	-	-
Total Expenditures:	**1,108,672**	**1,047,518**	**1,047,763**	**1,113,189**	**1,112,505**	**6%**	**0%**
Net Change in Cash:	**$ (60,190)**	**$ 1**	**$ (245)**	**$ 3**	**$ 8**		

Revenue: Debt service revenues consist of transfers from funds that provide the resources necessary to make scheduled principal and interest payments. The Waterfront Zone and One-Time Tax transfers remain level throughout the biennium, while transfers from REET 1 and REET 2 increase during the biennium to support higher scheduled debt service requirements.

Expenditures: Debt service expenditures reflect the City's scheduled principal and interest payments on outstanding bonds and governmental loans. Total debt service increases in 2027 primarily due to higher principal payments on the 2018 Refunding Bonds and increased interest payments on the 2023 Bonds in the biennium. Expenditures remain relatively stable in 2028 as declining interest costs on older debt partially offset increases in scheduled principal payments.

Ending Cash Balance Summary

The Debt Service Fund is projected to end 2027 with a cash balance of $62,277 and 2028 with a cash balance of $62,285. Transfers into the fund are budgeted to provide sufficient resources to meet scheduled debt service requirements.

The REET 1 (Real Estate Excise Tax) Fund accounts for revenues received from the City's "first quarter percent" tax imposed on real estate sales transactions within the City. These revenues are primarily transferred to capital project funds to support projects identified in the City's adopted six-year Capital Improvements Plan (CIP).

REET 1 is a highly volatile revenue source that is closely tied to activity in the real estate market. Large and unpredictable commercial real estate transactions can result in significant fluctuations in annual collections. The Fund also earns interest revenue on available cash balances until the funds are needed for eligible capital purposes.

Revenue and Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
REET 1-First Quarter Percent	623,172	650,000	625,000	500,000	500,000	-20%	0%
Interest Revenue	124,645	70,000	96,946	70,000	70,000	-28%	0%
Total Revenue:	**747,816**	**720,000**	**721,946**	**570,000**	**570,000**	**-21%**	**0%**
Expenditures							
Transfers Out To Debt Service Fund	293,979	268,040	268,040	300,668	300,273	12%	0%
Transfers Out To Surface Water Management Fund	-	-	177,000	-	-	-100%	-
Transfer out to Municipal Capital Improvements Fund	-	424,000	2,341,000	-	242,000	-100%	-
Transfers Out To Transportation Capital Improvements Fund	-	1,604,000	25,000	18,000	-	-28%	-100%
Transfer Out To Facility Repair and Replacement Fund	-	332,000	50,000	96,000	-	92%	-100%
Total Expenditures:	**293,979**	**2,628,040**	**2,861,040**	**414,668**	**542,273**	**-86%**	**31%**
Net Change in Cash:	**$ 453,836**	**$ (1,908,040)**	**$ (2,139,094)**	**$ 155,332**	**$ 27,727**		

Revenue: REET 1 revenue is budgeted at $500,000 annually for 2027 and 2028, below 2026 projected collections of $623,172. The conservative forecast reflects the volatility of real estate activity and the potential for significant year-to-year fluctuations in taxable transactions. Interest revenue is budgeted at $70,000 annually based on anticipated cash balances available for investment.

Expenditures: REET 1 revenues are transferred to other funds to support eligible capital expenditures and debt service. Transfers vary significantly from year to year based on the timing and funding needs of projects included in the Capital Improvements Plan. Transfers are substantially lower in 2027 and 2028 than projected for 2026, when approximately $2.3 million is being transferred to the Municipal Capital Improvements Fund.

Ending Cash Balance Summary

The REET 1 Fund is projected to end 2027 with a cash balance of $1,068,301 and 2028 with a cash balance of $1,096,028. These balances maintain resources for future eligible capital projects while providing flexibility to address the inherent volatility of REET collections.

The REET 2 (Real Estate Excise Tax) Fund accounts for revenues received from the City's "second quarter percent" tax imposed on real estate sales transactions within the City. REET 2 is an additional 0.25% tax authorized for jurisdictions planning under the Washington State Growth Management Act. Historically, REET 2 revenues were subject to more restrictive capital project requirements than REET 1; however, legislation effective in 2025 expanded the allowable uses of both revenue sources and permits REET 1 and REET 2 revenues to be used interchangeably for eligible purposes. These revenues are primarily transferred to capital project funds to support projects identified in the City's adopted six-year Capital Improvements Plan (CIP).

REET 2 is a highly volatile revenue source that is closely tied to activity in the real estate market. Large and unpredictable commercial real estate transactions can result in significant fluctuations in annual collections. The Fund also earns interest revenue on available cash balances until the funds are needed for eligible capital purposes.

Revenue and Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
REET 2nd Quarter %	617,780	650,000	625,000	500,000	500,000	-20%	0%
Interest Revenue	57,362	30,000	34,417	30,000	30,000	-13%	0%
Total Revenue:	**675,141**	**680,000**	**659,417**	**530,000**	**530,000**	**-20%**	**0%**
Expenditures							
Transfers Out To Debt Service Fund	454,503	479,479	479,478	512,524	512,240	7%	0%
Transfers Out To Surface Water Management Fund	8,177	28,000	23,000	-	-	-100%	-
Transfer out to Municipal Capital Improvements Fund	(23,002)	-	856,000	-	-	-100%	-
Transfer Out To Facility Repair and Replacement Fund	-	-	288,000	121,000	-	-58%	-100%
Total Expenditures:	**439,678**	**507,479**	**1,646,478**	**633,524**	**512,240**	**-62%**	**-19%**
Net Change in Cash:	**$ 235,462**	**$ 172,521**	**$ (987,061)**	**$ (103,524)**	**$ 17,760**		

Revenue: REET 2 revenue is budgeted at $500,000 annually for 2027 and 2028, below 2026 projected collections of $617,780. The conservative forecast reflects the volatility of real estate activity and the potential for significant year-to-year fluctuations in taxable transactions. Interest revenue is budgeted at $30,000 annually based on anticipated cash balances available for investment.

Expenditures: REET 2 revenues are transferred to other funds to support eligible capital expenditures and debt service. Transfers vary from year to year based on the timing and funding needs of projects included in the Capital Improvements Plan. Expenditures are substantially lower in 2027 and 2028 than projected for 2026, which includes $856,000 for Municipal Capital Improvements and $288,000 for Facility Repair and Replacement. In 2027, the Fund will also provide $121,000 for Equipment Replacement in addition to approximately $513,000 for debt service.

Ending Cash Balance Summary

The REET 2 Fund is projected to end 2027 with a cash balance of $300,870 and 2028 with a cash balance of $318,630. These balances provide resources for future eligible capital projects while recognizing the volatility of REET collections.

The Park Levy Fund accounts for revenues received from King County through the voter-approved property tax levy supporting parks, trails, and open space throughout King County. For the 2027–2032 levy cycle, the City has been allocated approximately $3 million in levy funding, plus an additional $3 million specifically designated for park renovations. These revenues are primarily transferred to capital project funds to support eligible projects identified in the City's adopted six-year Capital Improvements Plan (CIP).

Revenue and Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
King County Park Levy	210,042	135,000	250,000	588,333	923,333	135%	57%
Interest Revenue	14,995	10,000	9,997	-	-	-100%	-
Total Revenue:	**225,037**	**145,000**	**259,997**	**588,333**	**923,333**	**126%**	**57%**
Expenditures							
Transfers Out To General Fund	-	-	-	483,333	483,333	-	0%
Transfer out to Municipal Capital Improvements Fund	307,428	39,000	256,000	105,000	440,000	-59%	319%
Total Expenditures:	**307,428**	**39,000**	**256,000**	**588,333**	**923,333**	**130%**	**57%**
Net Change in Cash:	**$ (82,392)**	**$ 106,000**	**$ 3,997**	**$ -**	**$ -**		

Revenue: King County Park Levy revenue increases in 2027 and 2028 as funding from the 2026–2031 levy cycle becomes available to the City. The timing and amount of revenue recognized each year reflect the anticipated distribution of the City's allocation from King County.

Expenditures: Park Levy revenues are used to support both park capital improvements and eligible park programs and operations. Transfers to the Municipal Capital Improvements Fund provide funding for park renovation and other eligible capital projects identified in the City's Capital Improvements Plan. Transfers to the General Fund support eligible park programs and operating costs

Ending Cash Balance Summary

The Park Levy Fund is projected to end both 2027 and 2028 with a cash balance of $242,038. The City is evaluating eligible uses for the remaining cash balance to ensure available levy resources are effectively used to support park programs, operations, and capital improvements.

The Park In-Lieu Fund accounts for revenues received from new development to offset the cost of expanding park and open space capacity needed to serve growth. Revenue from this source is largely unpredictable and varies based on the timing and level of development activity. These revenues are restricted to projects that increase the capacity of City parks and open space. The fund also earns interest on amounts held until they are used for eligible purposes. Funds are primarily transferred to capital project funds based on projects identified in the City's adopted six-year Capital Improvements Plan (CIP).

Revenue and Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
Interest Revenue	-	27,500	46,000	50,000	50,000	9%	-
Total Revenue:	**-**	**27,500**	**46,000**	**50,000**	**50,000**	**9%**	**0%**
Expenditures							
Transfer out to Municipal Capital Improvements Fund	2,856	46,000	69,000	-	-	-100%	-
Total Expenditures:	**2,856**	**46,000**	**69,000**	**-**	**-**	**-100%**	**-**
Net Change in Cash:	**$ (2,857)**	**$ (18,500)**	**$ (23,000)**	**$ 50,000**	**$ 50,000**		

Ending Cash Balance Summary

The Park In Lieu Fund is projected to end 2027 with a cash balance of $389,532 and 2028 with a cash balance of $439,532. The City will continue to evaluate eligible capital projects where these restricted funds can be used to expand the capacity of City parks and open space.

The One-Time Sales Tax and B&O Tax Revenue Fund was established to account for sales tax and business and occupation (B&O) tax revenues generated by projects with a total value exceeding $15 million. Under City policy, these revenues are transferred from the General Fund to this fund for subsequent use on eligible capital projects through the Municipal Capital Improvements Fund. The transfer requirement may be waived by the City Council, allowing the revenues to remain in the General Fund.

Revenue and Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
Interest Revenue	54,940	30,000	32,964	30,000	30,000	-9%	0%
Total Revenue:	**54,940**	**30,000**	**32,964**	**30,000**	**30,000**	**-9%**	**0%**
Expenditures							
Transfer out to Debt Service Fund	50,000	50,000	50,000	50,000	50,000	0%	0%
Transfer out to Municpal Capital Improvements Fund	9,607	500,000	344,000	-	-	-100%	-
Transfer out to Transportation Capital Improvements	31,483	-	-	-	-	-	-
Total Expenditures:	**91,090**	**550,000**	**394,000**	**50,000**	**50,000**	**-87%**	**0%**
Net Change in Cash:	**$ (36,150)**	**$ (520,000)**	**$ (361,036)**	**$ (20,000)**	**$ (20,000)**		

Revenue: The proposed 2027–2028 budget assumes the City Council will waive the transfer requirement, allowing qualifying one-time tax revenues to remain in the General Fund.

Ending Cash Balance Summary

The One-Time Tax Revenues Fund is projected to end 2027 with a cash balance of $879,192 and 2028 with a cash balance of $859,192. The remaining cash balance is available to support eligible capital projects consistent with the purposes of the fund.

The Municipal Capital Improvements Fund accounts for revenues and expenditures associated with capital projects that construct, improve, renovate, or replace City-owned facilities and other public assets. Projects may include improvements to municipal buildings, parks, recreational facilities, and other City infrastructure. Funding is provided from a variety of sources and is used for projects identified in the City's adopted six-year Capital Improvements Plan (CIP).

Revenue

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Intergovernmental							
State and Local Grants	1,515,812	3,509,000	2,450,000	-	5,843,000	-100%	-
Total Intergovernmental:	**1,515,812**	**3,509,000**	**2,450,000**	**-**	**5,843,000**	**-100%**	**-**
Miscellaneous							
Interest Revenue	424,666	200,000	308,848	200,000	200,000	-35%	0%
Total Miscellaneous:	**424,666**	**200,000**	**308,848**	**200,000**	**200,000**	**-35%**	**0%**
Other Financing Sources							
Transfers In from the General Fund	19,923	-	-	-	-	-	-
Transfers In from the REET 1 Fund	-	1,978,000	2,341,000	-	242,000	-100%	-
Transfers In from the REET 2 Fund	(23,002)	-	890,000	-	-	-100%	-
Transfers In from the Park Levy Fund	307,428	39,000	256,000	105,000	440,000	-59%	319%
Transfers In from the Park In Lieu Fund	2,856	46,000	69,000	-	-	-100%	-
Transfers In from the One-Time Tax Revenue Fund	9,607	500,000	344,000	-	-	-100%	-
Transfers In from the Municipal Facilities Fund	384	-	-	-	-	-	-
Total Other Financing Sources	**317,196**	**2,563,000**	**3,900,000**	**105,000**	**682,000**	**-97%**	**550%**
Total Revenue:	**$ 2,257,673**	**$ 6,272,000**	**$ 6,658,848**	**$ 305,000**	**$ 6,725,000**		

Funding for municipal capital projects is provided from a combination of grants, dedicated revenues, and transfers from other City funds. Revenue can vary significantly from year to year based on the timing and funding needs of projects included in the Capital Improvements Plan. The 2028 budget includes $5.8 million in state and local grant funding, along with transfers from the REET 1 and Park Levy funds to support planned capital projects.

Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Expenditures							
Parks Improvements	30,424	-	166,529	53,000	56,000	-68%	6%
Recreational Facility Capital	296,113	11,458,000	4,410,894	-	652,000	-100%	-
Park Facilities Capital	3,584,077	5,649,000	4,237,068	105,000	8,035,646	-98%	-
Parking Facilities Capital	60,994	0	754	-	-	-100%	-
Total Expenditures:	**$ 3,971,609**	**$ 17,107,000**	**$ 8,815,244**	**$ 158,000**	**$ 8,743,646**		

Capital expenditures vary significantly from year to year based on the timing and construction schedules of individual projects. The 2027 budget includes $158,000 for parks improvements and park facility capital projects. Expenditures increase to $8.7 million in 2028, primarily reflecting planned park facility improvements and recreational facility capital projects.

Ending Cash Balance Summary

The Municipal Capital Improvements Fund is projected to end 2027 with a cash balance of $8,305,287 and 2028 with a cash balance of $6,286,641. The decrease in 2028 reflects the planned use of accumulated resources to fund capital projects identified in the City's Capital Improvements Plan.

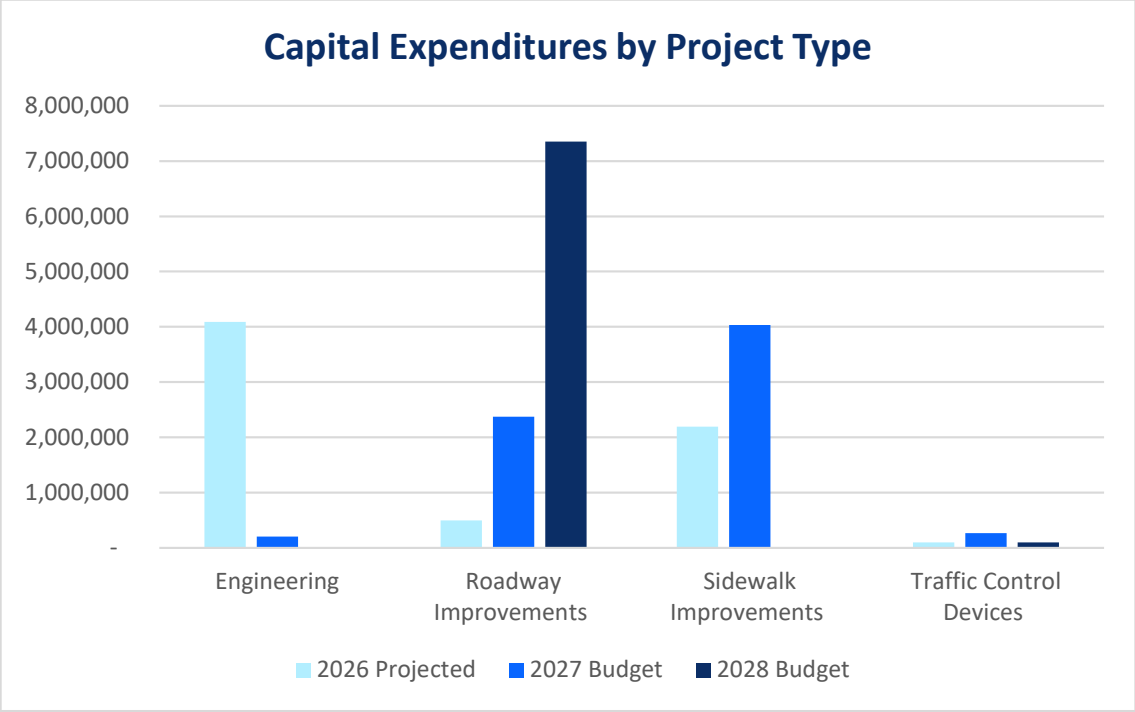
The Transportation Capital Improvements Fund accounts for the revenues and expenditures associated with major capital projects that improve, preserve, and expand the City's transportation infrastructure. Projects may include improvements to streets, sidewalks, trails, intersections, and other transportation facilities that enhance safety, mobility, connectivity, and accessibility throughout the City. Projects are generally identified through the City's adopted six-year Capital Improvements Plan (CIP) and may be funded through a combination of grants, transportation revenues, transfers from other City funds, and other dedicated funding sources.

Revenue

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Intergovernmental							
State and Local Grants	3,643,753	5,890,000	8,658,000	1,780,000	3,500,000	-79%	97%
Total Intergovernmental:	**3,643,753**	**5,890,000**	**8,658,000**	**1,780,000**	**3,500,000**	**-79%**	**97%**
Miscellaneous							
Interest Revenue	40,213	10,000	26,809	20,000	20,000	-25%	0%
Contributions and Donations	23,848	-	866,000	140,000	-	-84%	-100%
Judgements and Settlements	-	-	876,601	-	-	-100%	-
Total Miscellaneous:	**64,061**	**10,000**	**1,769,410**	**160,000**	**20,000**	**-91%**	**-88%**
Other Financing Sources							
Transfers In from the Street Pavement Fund	1,105,500	1,183,000	1,812,000	529,000	200,000	-71%	-62%
Transfers In from the Automated Speed Enforcement Fund	87,710	-	105,000	222,000	500,000	111%	125%
Transfers In from the Redondo Speed Enforcement Fund	42,698	230,000	431,000	280,000	107,000	-35%	-62%
Transfers In from the Transportation Benefits District Fund	-	705,000	1,255,000	300,000	-	-76%	-100%
Transfers In from the REET 1 Fund	-	50,000	25,000	18,000	-	-28%	-100%
Transfers In from the One-Time Tax Revenues Fund	31,483	-	-	-	-	-	-
Transfers In from the Traffic In Lieu Fund	245,000	-	350,000	350,000	-	0%	-100%
Transfers In from the Traffic Impact (City-Wide) Fund	918,000	-	63,000	239,000	1,000,000	279%	318%
Transfers In from the Surface Water Management Fund	6,000	88,000	192,000	88,000	88,000	-54%	0%
Total Other Financing Sources	**2,436,391**	**2,256,000**	**4,233,000**	**2,026,000**	**1,895,000**	**-52%**	**-6%**
Total Revenue:	**$ 6,144,206**	**$ 8,156,000**	**$ 14,660,410**	**$ 3,966,000**	**$ 5,415,000**		

Revenue for the Transportation Capital Improvements Fund varies significantly from year to year based on the timing and funding requirements of individual capital projects. State and local grants are the largest source of revenue, with $1.8 million budgeted in 2027 and $3.5 million in 2028. The fund also receives transfers from several City funds, including the Street Pavement, Automated Speed Enforcement, Redondo Speed Enforcement, Traffic Impact, and other transportation-related funds. Changes in these funding sources generally correspond with the timing and eligible costs of projects included in the City's adopted Capital Improvements Plan.

Expenditures



	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Expenditures							
Engineering	468,235	5,003,000	4,090,818	203,000	-	-95%	-100%
Roadway Improvement	4,628,709	243,000	500,111	2,372,000	7,350,000	374%	210%
Sidewalk Improvement	487,258	4,038,000	2,196,847	4,031,000	-	83%	-100%
Traffic Control Devices	76,781	80,000	100,845	270,000	97,000	168%	-64%
Other	118,500	0	-	-	-	-	-
Total Expenditures:	**$ 5,779,482**	**$ 9,364,000**	**$ 6,888,620**	**$6,876,000**	**$ 7,447,000**		

Expenditures reflect the scheduled construction and implementation of projects included in the City's six-year Capital Improvements Plan. Total expenditures are budgeted at approximately $6.9 million in 2027 and $7.4 million in 2028. The composition of capital spending changes significantly over the biennium, with approximately $4.0 million dedicated to sidewalk improvements in 2027 and approximately $7.4 million dedicated to roadway improvements in 2028. These year-to-year changes reflect the timing and anticipated construction schedules of individual transportation projects rather than changes in the City's ongoing operating costs.

Ending Cash Balance Summary

The Transportation Capital Improvements Fund is projected to end 2027 with a cash balance of $6,059,662 and 2028 with a cash balance of $4,027,662. The declining cash balance reflects the planned use of accumulated resources to fund transportation capital projects included in the City's Capital Improvements Plan.

The Traffic In-Lieu Fund accounts for revenues received from new development to offset the cost of expanding transportation infrastructure capacity needed to accommodate increased traffic associated with growth. Revenue from this source is largely unpredictable and varies based on the timing and level of development activity. These revenues are restricted to projects that increase the capacity of City transportation infrastructure. The fund also earns interest on amounts held until they are used for eligible purposes.

Revenue and Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
Traffic In Lieu Impact Fees	450,000	500,000	500,000	-	-	-100%	-
Interest Revenue	25,514	7,500	19,136	7,500	7,500	-61%	0%
Total Revenue:	**475,514**	**507,500**	**519,136**	**7,500**	**7,500**	**-99%**	**0%**
Expenditures							
Transfer out to Transportation Capital Improvements Fund	245,000	-	350,000	350,000	-	0%	-100%
Total Expenditures:	**245,000**	**-**	**350,000**	**350,000**	**-**	**0%**	**-**
Net Change in Cash:	**$ 230,513**	**$ 507,500**	**$ 169,136**	**$ (342,500)**	**$ 7,500**		

Revenue: Traffic in-lieu revenue is dependent on development activity and can vary significantly from year to year. No new in-lieu revenue is assumed in 2027 or 2028 due to the unpredictable timing and level of development activity. Interest earnings of $7,500 are budgeted in each year.

Expenditures: The 2027 budget includes a $350,000 transfer to the Transportation Capital Improvements Fund to support eligible transportation capacity improvements. No expenditures are currently budgeted in 2028.

Ending Cash Balance Summary

The Traffic In-Lieu Fund is projected to end 2027 with a cash balance of $491,534 and 2028 with a cash balance of $499,034. The remaining cash balance is available for future eligible transportation projects that increase capacity to accommodate growth.

The Traffic Impact (City-Wide) Fund accounts for revenues received from impact fees assessed on new development to offset the cost of expanding transportation infrastructure capacity needed to accommodate increased traffic associated with growth. Revenue from this source is largely unpredictable and varies based on the timing and level of development activity. These revenues are restricted to projects that increase the capacity of City transportation infrastructure. The fund also earns interest on amounts held until they are used for eligible purposes. The City's adopted six-year Capital Improvements Plan (CIP) identifies impact fees as a funding source for eligible transportation capacity projects. Additional information on these projects is provided in the Capital Projects section of the budget.

Revenue and Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
Traffic Impact Fees	83,590	300,000	1,187,701	400,000	400,000	-66%	0%
Interest Revenue	59,674	35,000	46,413	25,000	25,000	-46%	0%
Total Revenue:	**143,264**	**335,000**	**1,234,114**	**425,000**	**425,000**	**-66%**	**0%**
Expenditures							
Miscellaneous Services	100,584	-	-	-	-	-	-
Transfer out to Transportation Capital Improvements Fund	918,000	-	63,000	239,000	1,000,000	279%	318%
Total Expenditures:	**1,018,584**	**-**	**63,000**	**239,000**	**1,000,000**	**279%**	**318%**
Net Change in Cash:	**$ (875,321)**	**$ 335,000**	**$ 1,171,114**	**$ 186,000**	**$ (575,000)**		

Revenue: Traffic impact fee revenue is dependent on development activity and can vary significantly from year to year. The $1.2 million projected in 2026 reflects higher-than-anticipated development activity. The 2027 and 2028 budgets assume $400,000 annually, reflecting a more conservative estimate given the unpredictable timing and level of development activity.

Expenditures: Expenditures consist primarily of transfers to the Transportation Capital Improvements Fund to support eligible transportation capacity projects identified in the City's Capital Improvements Plan. Transfers are budgeted at $239,000 in 2027 and $1.0 million in 2028 based on the anticipated timing and funding needs of planned capital projects.

Ending Cash Balance Summary

The Traffic Impact (City-Wide) Fund is projected to end 2027 with a cash balance of $1,960,381 and 2028 with a cash balance of $1,385,381. The remaining cash balance is available to fund future eligible transportation projects that increase capacity to accommodate growth.

The Traffic Impact (Pacific Ridge) Fund accounts for revenues received from impact fees assessed on new development to offset the cost of expanding transportation infrastructure capacity needed to accommodate increased traffic associated with growth in the Pacific Ridge area. Revenue from this source is largely unpredictable and varies based on the timing and level of development activity. These revenues are restricted to projects that increase the capacity of City transportation infrastructure within the Pacific Ridge area. The fund also earns interest on amounts held until they are used for eligible purposes.

Revenue

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
Traffic Impact Fees	-	100,000	-	-	-	-	-
Interest Revenue	28,075	15,000	21,056	15,000	15,000	-29%	0%
Total Revenue:	**28,075**	**115,000**	**21,056**	**15,000**	**15,000**	**-29%**	**0%**
Net Change in Cash:	**$ 28,075**	**$ 115,000**	**$ 21,056**	**$ 15,000**	**$ 15,000**		

Revenue: No traffic impact fee revenue is budgeted in 2027 or 2028 due to the unpredictable timing and level of development activity. Interest earnings of $15,000 are budgeted in each year.

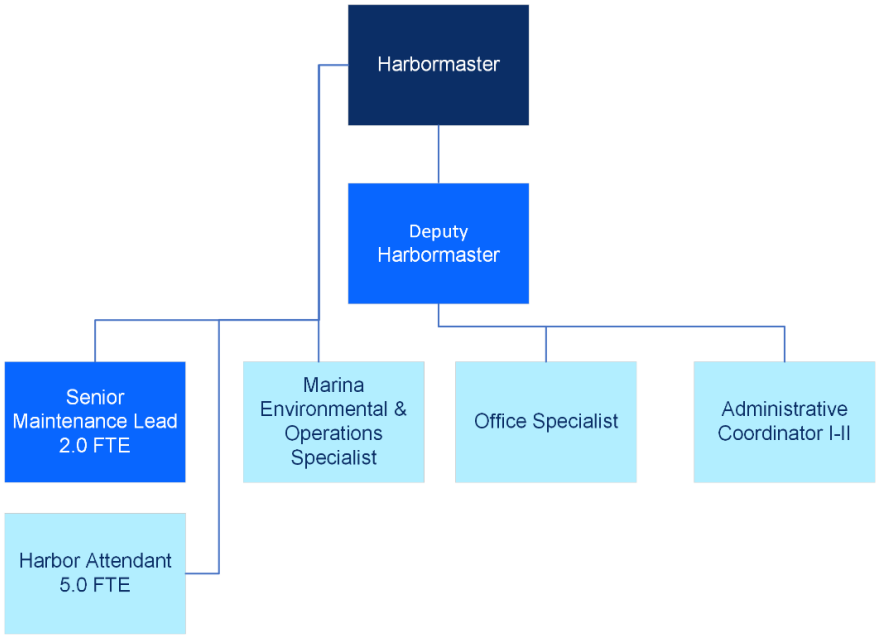
Expenditures: There are currently no budgeted expenditures.

Ending Cash Balance Summary

The Traffic Impact (Pacific Ridge) Fund is projected to end 2027 with a cash balance of $758,652 and 2028 with a cash balance of $773,652. No expenditures are currently planned during the biennium, and the remaining cash balance is available for future eligible transportation capacity projects within the Pacific Ridge area.

The Marina Fund accounts for the revenues and expenditures associated with the operation, maintenance, capital improvements, and debt obligations of the City of Des Moines Marina. Located on the east side of the East Passage of Puget Sound, the Marina is a full-service recreational boating facility serving both long-term tenants and visiting boaters. The Marina provides wet and dry moorage for approximately 840 recreational vessels, along with a variety of services and amenities supporting recreational boating and public access to the waterfront.

Organizational Chart

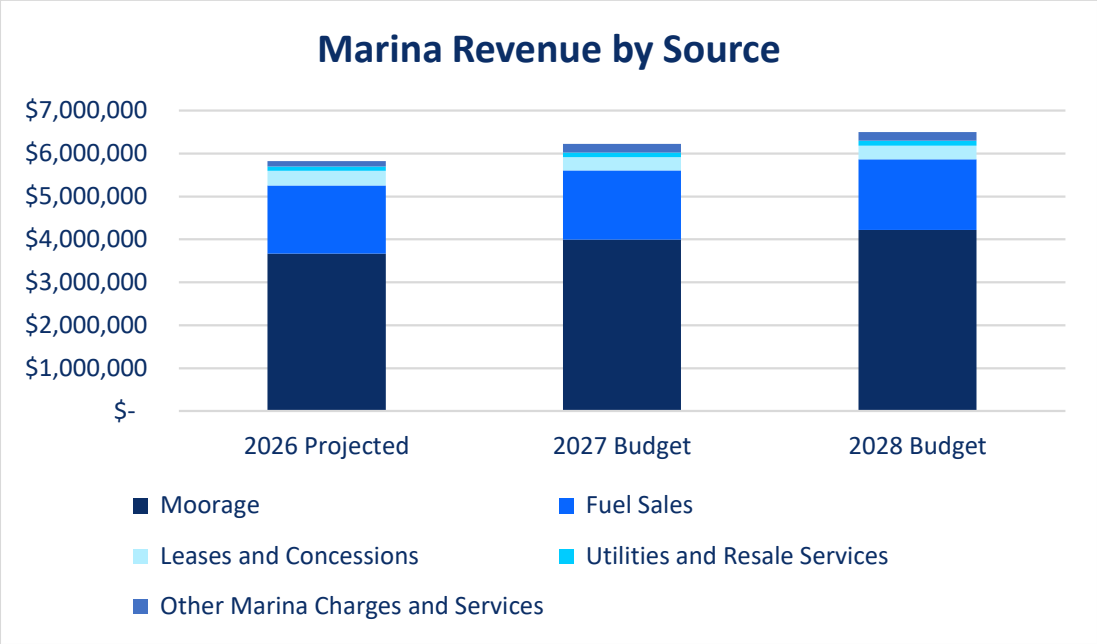


Full-Time Equivalents (FTEs)

	2026	2027 Budget			2028 Budget		
Position	**FTE**	**FTE**	**Salaries**	**Benefits**	**FTE**	**Salaries**	**Benefits**
Marina							
Harbormaster	1.00	1.00	176,709	46,207	1.00	190,177	53,907
Deputy Harbormaster	1.00	1.00	152,479	47,192	1.00	164,106	50,743
Office Specialist	1.00	1.00	79,156	37,047	1.00	81,135	33,897
Administrative Coordinator I-II Marina	1.00	1.00	92,582	26,869	1.00	94,896	28,257
Senior Maintenance Lead	2.00	2.00	215,742	77,182	2.00	219,972	78,642
Marina Environmental & Operations Specialist	1.00	1.00	105,702	27,959	1.00	108,874	28,948
Harbor Attendant	5.00	5.00	444,607	179,536	5.00	461,666	187,471
Department Total	**12.00**	**12.00**	**$ 1,266,977**	**$ 441,992**	**12.00**	**$ 1,320,826**	**$ 461,865**

Note: Position costs shown in the FTE schedule reflect the budgeted allocation of salaries and benefits by position and may not directly correspond to the related expenditure categories in the department budget. Benefit costs include medical premiums as well as retirement, payroll taxes, workers' compensation, and other employee benefits. While medical premiums are projected to increase by approximately 10% to 16%, changes in total benefit costs are lower because medical premiums represent only one component of overall employee benefits.

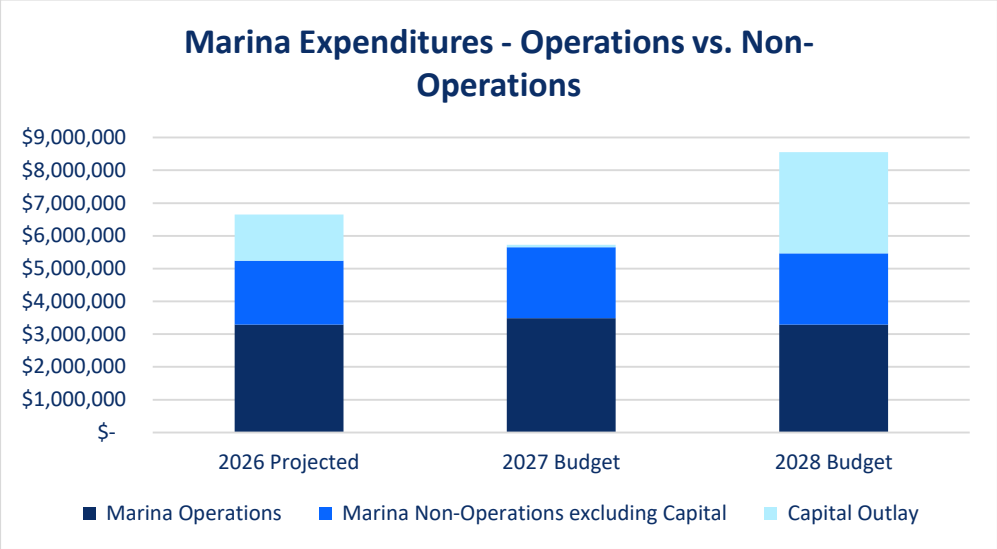
Revenue



	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
Moorage	3,394,580	4,594,300	3,664,623	3,992,600	4,218,100	9%	6%
Fuel Sales	1,384,975	1,729,500	1,592,645	1,612,000	1,645,400	1%	2%
Leases and Concessions	311,081	351,052	338,093	309,352	322,477	-9%	4%
Utilities and Resale Services	84,671	130,320	102,676	109,500	109,500	7%	0%
Other Marina Charges and Services	82,810	75,825	124,447	71,425	71,025	-43%	-1%
Interest Revenue	433,161	40,000	125,000	200,000	200,000	60%	0%
Miscellaneous	105	-	2	-	-	-100%	-
Total Revenue:	**$ 5,710,049**	**$ 6,920,997**	**$ 6,047,485**	**$ 6,294,877**	**$ 6,566,502**	**4%**	**4%**

Marina revenue is primarily generated from moorage and fuel sales, which together account for the majority of operating revenue. Moorage revenue is budgeted at approximately $4.0 million in 2027 and $4.2 million in 2028, reflecting continued growth in the Marina's largest revenue source. Fuel sales are budgeted at approximately $1.6 million annually. Overall revenue is projected to increase approximately 4% in each year of the biennium.

Expenditures



	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Marina Operations							
Salaries and Benefits	1,345,736	1,503,387	1,390,327	1,751,632	1,843,446	26%	5%
Fuel for Resale	1,167,448	1,332,100	1,284,193	1,212,100	1,332,100	-6%	10%
Supplies	101,145	142,125	106,655	123,260	125,310	16%	2%
Utilities	78,252	95,290	88,435	64,040	64,040	-28%	0%
Repairs and Maintenance	58,474	80,901	65,449	39,902	39,901	-39%	0%
Professional and Contractual Services	321,957	605,506	354,826	815,830	395,030	130%	-52%
Total Marina Operations	**3,073,013**	**3,759,309**	**3,289,885**	**4,006,764**	**3,799,827**	**22%**	**-5%**
Marina Non-Operations							
Insurance	202,980	213,129	213,129	263,496	275,527	24%	5%
Interfund Charges	849,826	637,970	637,970	805,057	794,127	26%	-1%
Debt Service	1,170,834	1,100,399	1,040,400	1,041,672	1,042,398	0%	0%
Capital Outlay	9,965,736	880,000	1,411,500	73,000	3,091,000	-95%	4134%
Total Marina Non-Operations	**12,189,376**	**2,831,498**	**3,302,999**	**2,183,225**	**5,203,052**	**-34%**	**138%**
Total Expenditures:	**$ 15,262,389**	**$ 6,590,807**	**$ 6,592,885**	**$ 6,189,989**	**$ 9,002,879**	**-6%**	**45%**

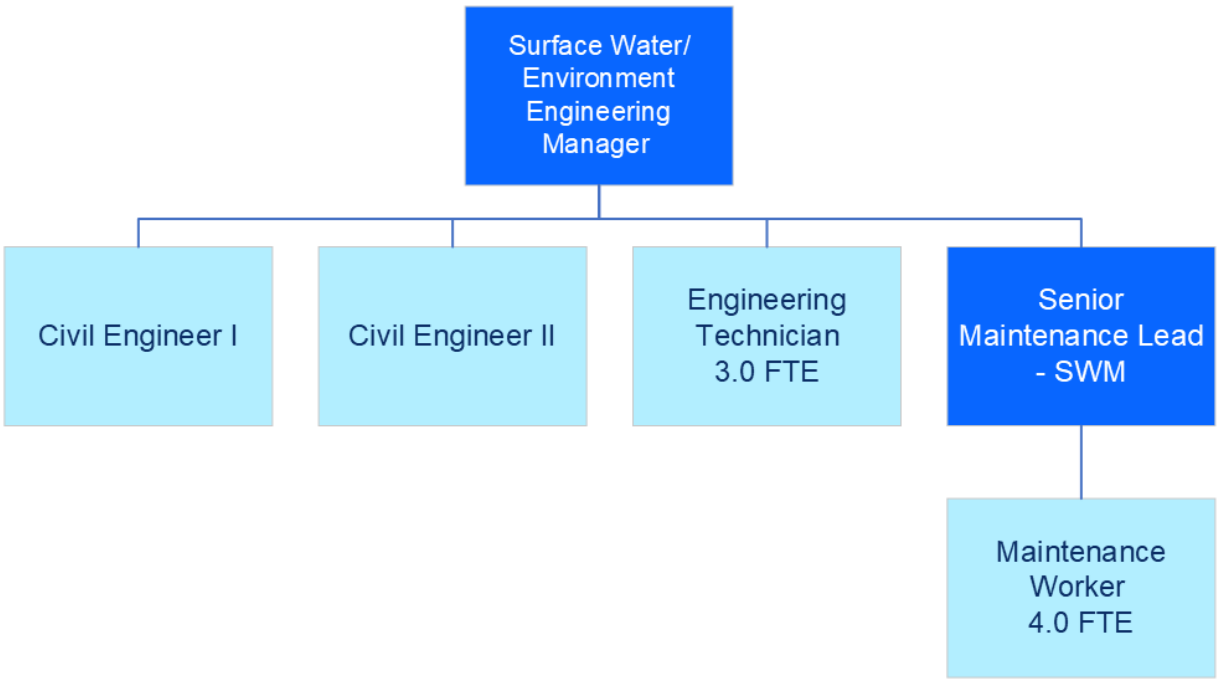
Marina operating expenditures are budgeted at approximately $4.0 million in 2027 and $3.8 million in 2028. Professional and contractual services increase significantly in 2027, primarily reflecting consulting and planning costs associated with the Marina Master Plan and Marina Seawall Project. Non-operating expenditures include insurance, interfund charges, debt service, and capital improvements. Capital outlay increases to approximately $3.1 million in 2028, primarily reflecting planned expenditures associated with the Marina Seawall project.

Ending Cash Balance Summary

The Marina Fund is projected to end 2027 with a cash balance of $9,790,794 and 2028 with a cash balance of $7,296,416. The decrease in cash during 2028 primarily reflects the planned use of accumulated resources to support capital improvements, including the Marina Seawall Project.

The Surface Water Management (SWM) Fund accounts for revenues and expenditures associated with the operation, maintenance, improvement, and construction of the City's surface water management system. The fund supports activities designed to manage stormwater runoff, maintain drainage infrastructure, reduce flooding, protect water quality, and meet applicable environmental and regulatory requirements. Revenues are primarily derived from surface water management fees and are used to support ongoing system operations as well as capital improvements to the City's stormwater infrastructure.

Organizational Chart



Note: The organizational chart reflects the primary staffing structure of the Surface Water Management (SWM) division within the Public Works Department. The FTE schedule also includes allocations of other Public Works personnel who provide services to SWM but have responsibilities across multiple Public Works functions. Accordingly, the organizational chart and FTE schedule may not directly correspond.

Full-Time Equivalents (FTEs)

	2026	2027 Budget			2028 Budget		
Position	**FTE**	**FTE**	**Salaries**	**Benefits**	**FTE**	**Salaries**	**Benefits**
Surface Water Management - Engineering							
Public Works Director	0.30	0.30	64,181	20,675	0.30	65,784	21,266
Administrative Assistant	0.25	0.25	23,145	9,830	0.25	23,724	10,228
Surface Water/Environmental Engineering Manager	1.00	0.85	151,878	49,650	0.85	155,675	51,711
Civil Engineer I	1.00	1.00	114,920	21,621	1.00	129,866	22,872
Civil Engineer II	1.00	1.00	126,699	33,081	1.00	129,866	33,438
GIS Administrator	0.40	0.40	47,542	14,918	0.40	48,731	15,589
Engineering Technician	3.00	3.00	313,848	125,162	3.00	321,694	130,361
Total Surface Water Management - Engineering	**6.95**	**6.80**	**842,213**	**274,937**	**6.80**	**875,340**	**285,465**
Surface Water Management - Maintenance							
Administrative Assistant	0.15	0.15	13,887	5,898	0.15	14,234	6,137
Maintenance Superintendent	0.30	0.30	47,201	16,570	0.30	50,801	17,657
Assistant Maintenance Superintendent	0.30	-	-	-	-	-	-
Senior Maintenance Lead	1.00	1.00	111,075	38,372	1.00	114,407	40,151
Maintenance Specialist	1.00	1.00	101,676	42,846	1.00	104,727	44,666
Maintenance Worker	4.00	4.00	346,394	69,530	4.00	347,934	72,609
Total Surface Water Management - Maintenance	**6.75**	**6.45**	**620,233**	**173,216**	**6.45**	**632,103**	**181,220**
Department Total	**13.70**	**13.25**	**$1,462,446**	**$448,153**	**13.25**	**$1,507,443**	**$466,685**

Note: Position costs shown in the FTE schedule reflect the budgeted allocation of salaries and benefits by position and may not directly correspond to the related expenditure categories in the department budget. Benefit costs include medical premiums as well as retirement, payroll taxes, workers' compensation, and other employee benefits. While medical premiums are projected to increase by approximately 10% to 16%, changes in total benefit costs are lower because medical premiums represent only one component of overall employee benefits.

Staffing: Beginning in 2027, the Assistant Maintenance Superintendent is dedicated to parks maintenance and is no longer allocated to the Surface Water Management Fund. Other staffing changes primarily reflect adjustments in the allocation of shared Public Works personnel.

Revenue

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
Surface Water Management Fees	5,610,507	5,896,957	5,778,822	6,043,550	6,123,590	5%	1%
Engineering, Permit and Connection Fees	869,747	90,950	328,173	160,950	162,950	-51%	1%
Grants	846,236	1,408,000	614,819	1,605,000	285,000	161%	-82%
Interest Revenue	444,047	300,000	333,035	300,000	300,000	-10%	0%
Miscellaneous Revenue	5,039	-	16,113	15,000	15,000	-7%	0%
Transfers in from REET 1 Fund	-	-	177,000	-	-	-100%	-
Total Revenue:	**$ 7,775,575**	**$ 7,695,907**	**$ 7,247,961**	**$ 8,124,500**	**$ 6,886,540**	**12%**	**-15%**

Surface Water Management fees provide the primary ongoing revenue source for the fund and are budgeted to remain relatively stable during the biennium. Grant revenues fluctuate from year to year based on the timing and funding of eligible capital projects. Engineering, permit, and connection fee revenues may also vary depending on development activity.

Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Surface Water Management Operations							
Salaries and Wages	1,457,939	1,653,964	1,458,242	1,497,192	1,535,063	3%	3%
Benefits	505,139	491,636	500,167	453,171	467,416	-9%	3%
Supplies	81,371	128,050	89,441	125,775	127,895	41%	2%
Professional Services	1,222,374	1,392,882	1,293,586	1,286,900	1,394,400	-1%	8%
Utilities	14,871	16,315	15,896	16,140	16,465	2%	2%
Stormwater Maintenance and Disposal	150,236	182,000	109,417	332,000	337,000	203%	2%
Other Services and Charges	30,621	61,896	103,183	51,396	57,071	-50%	11%
Total SWM Operations	**3,462,551**	**3,926,743**	**3,569,932**	**3,762,574**	**3,935,310**	**5%**	**5%**
Surface Water Management Non-Operations							
Interfund Services and Allocations	1,012,635	802,344	802,344	877,388	897,921	9%	2%
Transfers Out to Other Funds	6,000	88,000	193,056	88,000	88,000	-54%	0%
Capital Outlay	3,448,227	4,957,000	2,700,000	5,270,338	2,642,628	95%	-50%
Total SWM Non-Operations	**4,466,862**	**5,847,344**	**3,695,400**	**6,235,726**	**3,628,549**	**69%**	**-42%**
Total Expenditures:	**$ 7,929,414**	**$ 9,774,088**	**$ 7,265,332**	**$ 9,998,300**	**$ 7,563,859**	**38%**	**-24%**

Operating expenditures are expected to remain relatively consistent during the 2027–2028 biennium, with increases primarily reflecting stormwater maintenance and disposal costs and normal changes in personnel and operating costs. Stormwater maintenance and disposal costs increase beginning in 2027, primarily due to the addition of tree canopy maintenance. Capital outlay varies significantly from year to year based on the timing and scope of planned surface water management capital projects.

Ending Cash Balance Summary

The Surface Water Management Fund is projected to end 2027 with a cash balance of $8,597,092 and 2028 with a cash balance of $7,919,772. The change in cash reflects the timing of planned capital expenditures and associated funding during the biennium.

The Equipment Rental Operations Fund accounts for the revenues and expenditures associated with the maintenance and operation of the City's vehicle and equipment fleet. The fund supports City departments by providing routine maintenance, repairs, parts, fuel, and other services necessary to keep City vehicles and equipment safe, reliable, and operational.

Full-Time Equivalents (FTEs)

	2026	2027 Budget			2028 Budget		
Position	**FTE**	**FTE**	**Salaries**	**Benefits**	**FTE**	**Salaries**	**Benefits**
Equipment Rental Maintenance							
Public Works Director	0.05	0.05	10,697	3,445	0.05	10,964	3,542
Administrative Assistant	0.07	0.07	6,481	2,752	0.07	6,643	2,863
Maintenance Superintendent	0.10	0.10	15,734	5,524	0.10	16,934	5,886
Assistant Maintenance Superintendent	0.10	-	-	-	-	-	-
Lead Mechanic	1.00	1.00	100,118	31,672	1.00	102,621	32,493
Mechanic	1.00	1.00	90,822	16,562	1.00	102,621	17,989
Department Total	**2.32**	**2.22**	**$ 223,852**	**$ 59,955**	**2.22**	**$ 239,783**	**$ 62,773**

Revenue

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Charges for Services							
Fuel Sales	253,509	295,000	287,006	295,000	295,000	3%	0%
Interfund Assessment	780,476	788,606	788,606	469,995	469,995	-40%	0%
Total Charges for Services:	**1,033,985**	**1,083,606**	**1,075,612**	**764,995**	**764,995**	**-29%**	**0%**
Miscellaneous							
Interest Revenue	9,403	1,500	5,642	1,500	1,500	-73%	0%
Other Miscellaneous	353	-	40,000	-	-	-100%	-
Total Miscellaneous:	**9,756**	**1,500**	**45,642**	**1,500**	**1,500**	**-97%**	**0%**
Other Financing Sources							
Insurance Recoveries	6,498	-	1,000	-	-	-100%	-
Total Other Financing Sources:	**6,498**	**-**	**1,000**	**-**	**-**	**-100%**	**-**
Total Revenue:	**$ 1,050,240**	**$ 1,085,106**	**$ 1,122,254**	**$ 766,495**	**$ 766,495**	**-32%**	**0%**

Revenue for the Equipment Rental Operations Fund is primarily generated through charges to City departments for equipment maintenance and fuel. Interfund assessments are budgeted at approximately $470,000 annually in 2027 and 2028, while fuel sales are budgeted at $295,000 each year. The decrease in total revenue from 2026 reflects a reduction in the interfund assessment used to recover the cost of providing equipment maintenance services to City departments.

Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Equipment Rental Operations							
Salaries	182,486	238,156	189,785	233,184	247,756	23%	6%
Benefits	68,297	79,374	70,346	60,155	62,773	-14%	4%
Supplies	350,312	413,984	355,476	418,984	428,984	18%	2%
Services	124,053	131,815	118,569	160,801	134,493	36%	-16%
Machinery and Equipment	10,281	-	-	-	-	-	-
Operating Lease	602	-	-	-	-	-	-
Total Expenditures:	**$ 736,030**	**$ 863,329**	**$ 734,176**	**$ 873,124**	**$ 874,006**	**19%**	**0%**

Expenditures support the operation and maintenance of the City's vehicle and equipment fleet, including personnel, fuel, parts, repairs, and other operating costs. Personnel costs primarily support two mechanics responsible for maintaining and repairing the City's fleet. Total expenditures are budgeted at approximately $872,000 in 2027 and $874,000 in 2028. Supplies represent the largest expenditure category and include fuel, parts, and materials. Expenditure levels generally reflect the maintenance and operating needs of the vehicles and equipment included in the City's fleet asset schedule.

Ending Cash Balance Summary

The Equipment Rental Operations Fund is projected to end 2027 with a cash balance of $717,392. and 2028 with a cash balance of $609,881. Changes in the fund's cash balance generally reflect the maintenance and operating requirements associated with the City's fleet asset schedule.

The Equipment Rental Replacement Fund accounts for the revenues and expenditures associated with the planned replacement of the City's vehicle and equipment fleet. The fund provides resources for the timely replacement of vehicles and equipment based on their anticipated useful lives and the City's fleet asset replacement schedule.

Revenue and Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
Interfund Assessment	2,200,778	1,251,565	1,251,565	1,659,538	1,639,632	33%	-1%
Interest Revenue	157,566	60,000	118,174	120,000	120,000	2%	0%
Gain/(Loss) on Disposal of Capital Asset	43,574	-	-	-	-	-	-
Transfer in from ARPA Fund	37,733	-	-	-	-	-	-
Total Revenue:	**2,439,651**	**1,311,565**	**1,369,740**	**1,779,538**	**1,759,632**	**30%**	**-1%**
Equipment Replacement							
Court	-	70,000	-	-	-	-	-
Equipment Rental Operations	-	-	-	-	90,000	-	-
Marina	2,809	483,000	24,666	50,000	-	103%	-100%
Parks	127,473	196,000	-	120,000	-	-	-100%
Planning, Building, Public Works	42,438	35,000	49,511	45,000	50,000	-9%	11%
Police	494,938	495,000	544,431	630,000	625,000	16%	-1%
Recreation	-	45,000	-	-	68,000	-	-
Senior Services	-	45,000	64,000	-	-	-100%	-
Streets	135,167	218,600	191,867	358,000	50,000	87%	-86%
Surface Water Management	135,167	300,000	650,000	365,000	-	-44%	-100%
Total Expenditures:	**937,992**	**1,887,600**	**1,524,476**	**1,568,000**	**883,000**	**3%**	**-44%**
Net Change in Cash:	**$ 1,501,659**	**$ (576,035)**	**$ (154,736)**	**$ 211,538**	**$ 876,632**		

Revenue: Revenue for the Equipment Rental Replacement Fund is primarily generated through interfund assessments charged to City departments to fund the future replacement of vehicles and equipment. Beginning with the 2027–2028 biennium, the City is transitioning the methodology used to calculate these assessments from the historical cost of vehicles and equipment to their estimated fair market value. This approach is intended to better align replacement funding with the current cost of the City's fleet and equipment. Interfund assessments are budgeted at approximately $1.7 million annually in 2027 and 2028. Interest earnings provide an additional source of revenue as accumulated replacement reserves are held until scheduled purchases occur.

Expenditures: Expenditures represent the scheduled replacement of vehicles and equipment based on the City's fleet asset replacement schedule. Replacement expenditures are budgeted at approximately $1.6 million in 2027 and $883,000 in 2028, with the timing and amount varying based on the vehicles and equipment scheduled for replacement in each year. Police vehicles represent the largest replacement category in both years, while significant Street and Surface Water Management replacements are also planned for 2027.

Ending Cash Balance Summary

The Equipment Rental Replacement Fund is projected to end 2027 with a cash balance of $4,613,684 and 2028 with a cash balance of $5,490,316. The fund intentionally accumulates resources over time to provide funding for future vehicle and equipment replacements identified in the City's fleet asset replacement schedule.

The Facility Repair and Replacement Fund accounts for the revenues and expenditures associated with major maintenance, improvements, and replacement of City facilities. The fund provides resources for significant facility repairs and capital improvements that extend the useful life, maintain the condition, or replace major components of City-owned facilities.

Revenue and Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
State Grants	213,551	-	-	-	-	-	-
Interfund Assessment	112,150	112,150	112,150	-	-	-100%	-
Interest Revenue	16,689	15,000	12,517	-	-	-100%	-
Insurance Recoveries	102,092	-	-	-	-	-	-
Transfer in from ARPA Fund	56,544	-	-	-	-	-	-
Transfer in from REET 1 Fund	-	332,000	50,000	96,000	-	92%	-
Transfer in from REET 2 Fund	-	-	288,000	121,000	-	-58%	-
Total Revenue:	**501,026**	**459,150**	**462,667**	**217,000**	**-**	**-53%**	**-100%**
Facility Repair and Replacement							
Salaries and Wages	3,481	7,595	4,351	-	-	-100%	-
Benefits	2,465	2,263	3,083	-	-	-100%	-
Supplies	-	-	-	-	-	-	-
Services	47,663	-	-	145,000	-	-	-100%
Capital Outlay	223,953	135,000	84,452	278,000	-	229%	-100%
Transfers Out to Municipal Capital Imp Fund	384	-	-	-	-	-	-
Total Expenditures:	**277,945**	**144,858**	**91,886**	**423,000**	**-**	**360%**	**-100%**
Net Change in Cash:	**$ 223,081**	**$ 314,292**	**$ 370,781**	**$ (206,000)**	**$ -**		

Revenue: Revenue for the Facility Repair and Replacement Fund has historically included interfund assessments and other funding sources used to support major facility repair and replacement needs. No interfund assessments are budgeted for 2027 or 2028 while the City evaluates and clarifies the long-term purpose, funding methodology, and use of the fund. Revenue budgeted in 2027 consists of transfers from the REET 1 and REET 2 Funds to support planned facility projects.

Expenditures: Expenditures in 2027 provide funding for planned major facility repairs and improvements. No expenditures are budgeted in 2028 while the City evaluates the future role of the fund and develops a more systematic approach for identifying, scheduling, and funding major facility repair and replacement needs.

Ending Cash Balance Summary

The Facility Repair and Replacement Fund is projected to end both 2027 and 2028 with a cash balance of $706,752. The existing cash balance will be retained while the City evaluates the fund's long-term role and develops an approach for addressing future facility repair and replacement needs.

The Computer Replacement Fund accounts for the revenues and expenditures associated with the purchase and replacement of the City's computer hardware and software. The fund provides resources for the planned replacement of technology assets to support reliable and effective technology services throughout the City.

Revenue and Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
Interfund Assessment	199,376	250,000	249,220	201,539	228,656	-19%	13%
Interest Revenue	58,532	30,000	46,209	45,000	45,000	-3%	0%
Total Revenue:	**257,908**	**280,000**	**295,430**	**246,539**	**273,656**	**-17%**	**11%**
Computer Replacement							
Software	-	60,000	-	-	-	-	-
Software - Perpet Lic < $5,000	45,235	70,000	45,235	-	-	-100%	-
Server Equipment < $5,000	-	20,000	-	-	-	-	-
Hardware < $5,000	441	70,000	25,000	-	-	-100%	-
Other Systems < $5,000	40,177	-	13,200	-	-	-100%	-
Police MDC < $5,000	19,365	-	-	-	-	-	-
						-	-
Software - Perpet Lic > $5,000	51,688	50,000	75,000	148,000	50,000	97%	-66%
Server Equipment >$5,000	-	10,000	-	12,000	-	-	-100%
Hardware >$5,000	12,654	45,000	12,654	67,000	55,000	429%	-18%
Other Systems >$5,000	(390)	105,000	-	202,000	-	-	-100%
Police MDC >$5,000	-	25,000	-	-	-	-	-
Total Expenditures:	**169,170**	**455,000**	**171,089**	**429,000**	**105,000**	**151%**	**-76%**
Net Change in Cash:	**$ 88,738**	**$ (175,000)**	**$ 124,340**	**$ (182,461)**	**$ 168,656**		

Revenue: Revenue for the Computer Replacement Fund is primarily generated through interfund assessments charged to City departments to provide for the planned replacement of technology assets. Interfund assessments are budgeted at approximately $202,000 in 2027 and $229,000 in 2028, with interest earnings providing an additional source of revenue. Assessment levels reflect the anticipated funding needs of technology assets accounted for within the Computer Replacement Fund.

Expenditures: Expenditures provide for the planned replacement of computer hardware, software, servers, and other technology assets. As part of the 2027–2028 budget process, the City clarified the accounting treatment for technology-related expenditures to provide greater consistency in determining which costs are recorded in the General Fund and which are accounted for in the Computer Replacement Fund. As a result, comparisons with the 2026 budget and projected activity may reflect changes in accounting treatment as well as changes in planned technology purchases. Expenditures are budgeted at $429,000 in 2027 and $105,000 in 2028 based on the anticipated timing of technology replacements.

Ending Cash Balance Summary

The Computer Replacement Fund is projected to end 2027 with a cash balance of $1,380,046 and 2028 with a cash balance of $1,548,702. The fund maintains accumulated resources to provide for the planned replacement of technology assets as replacement needs occur.

The Self-Insurance Fund accounts for the revenues and expenditures associated with the City's insurance, claims, legal costs, and risk management activities. The fund provides resources to manage the City's exposure to financial loss and support the costs associated with insurance coverage, claims administration, and risk mitigation.

Revenue and Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
Interfund Assessment	1,144,972	1,165,220	1,165,220	1,274,564	1,332,754	9%	5%
Interest Revenue	6,817	1,500	4,090	2,000	2,000	-51%	0%
Other Miscellaneous Revenues	1,961	-	-	-	-	-	-
Total Revenue:	**1,153,750**	**1,166,720**	**1,169,310**	**1,276,564**	**1,334,754**	**9%**	**5%**
Expenditures							
Insurance	1,124,785	1,202,220	1,181,025	988,456	1,037,878	-16%	5%
Settlements	2,500	-	221	-	-	-100%	-
Professional Services	57,384	111,000	57,384	120,000	120,000	109%	0%
Small Tools & Equipment	135	-	-	-	-	-	-
Total Expenditures:	**1,184,804**	**1,313,220**	**1,238,630**	**1,108,456**	**1,157,878**	**-11%**	**4%**
Net Change in Cash:	**$ (31,055)**	**$ (146,500)**	**$ (69,320)**	**$ 168,108**	**$ 176,876**		

Revenue: Revenue for the Self-Insurance Fund is primarily generated through interfund assessments charged to City departments to support the City's insurance and risk management costs. Assessments are budgeted at approximately $1.3 million annually in 2027 and 2028 and are structured to gradually strengthen the fund's cash position. Building the fund's cash balance will improve cash management by providing sufficient resources at year-end to support the City's annual insurance payment due early in the following year.

Expenditures: Expenditures primarily consist of the City's annual insurance premiums and professional services related to legal and risk management activities. Based on preliminary information provided by the City's insurance provider, insurance costs are expected to decrease in 2027.

Ending Cash Balance Summary

The Self-Insurance Fund is projected to end 2027 with a cash balance of $731,304 and 2028 with a cash balance of $908,180. The planned increase in cash is intended to strengthen the fund's cash position over time so that sufficient resources are available at year-end to pay the annual insurance premium due early in the following year.

The Unemployment Insurance Fund accounts for the revenues and expenditures associated with unemployment compensation claims. The fund provides resources to reimburse the State for eligible unemployment benefits paid to former City employees.

Revenue and Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
Interfund Assessment	45,557	45,000	45,000	48,000	48,000	7%	0%
Interest Revenue	24,099	10,000	16,066	17,000	17,000	6%	0%
Total Revenue:	**69,656**	**55,000**	**61,066**	**65,000**	**65,000**	**6%**	**0%**
Expenditures							
Unemployment Insurance Claims	99,016	50,000	16,503	20,000	20,000	21%	0%
Total Expenditures:	**99,016**	**50,000**	**16,503**	**20,000**	**20,000**	**21%**	**0%**
Net Change in Cash:	**$ (29,360)**	**$ 5,000**	**$ 44,563**	**$ 45,000**	**$ 45,000**		

Revenue: Revenue for the Unemployment Insurance Fund is primarily generated through interfund assessments charged to City departments to fund unemployment compensation claims. Assessments are budgeted at $48,000 annually in 2027 and 2028, with interest earnings providing an additional source of revenue.

Expenditures: Expenditures consist of reimbursements for unemployment compensation claims and can vary from year to year based on the number and amount of eligible claims. Claims expenditures are budgeted at $20,000 annually in 2027 and 2028.

Ending Cash Balance Summary

The Unemployment Insurance Fund is projected to end 2027 with a cash balance of $645,099 and 2028 with a cash balance of $690,099. The fund maintains accumulated resources for unemployment compensation claims in accordance with the reserve requirements established by City code.

Departments

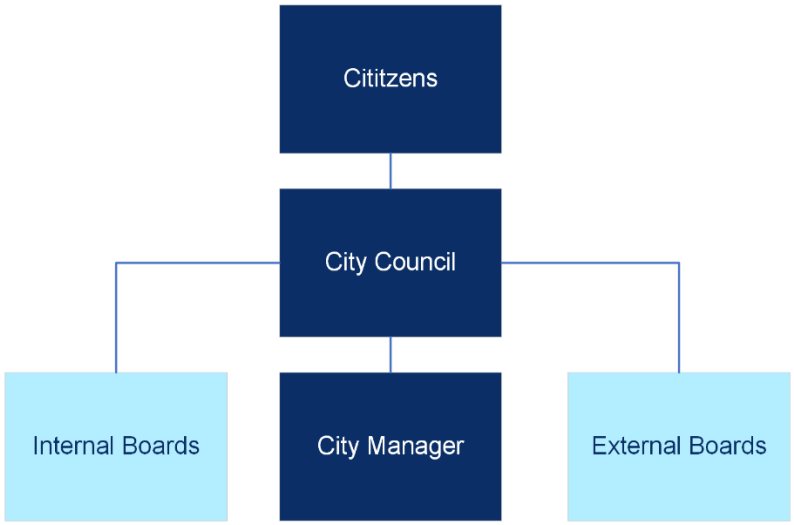
- City Council
- City Manager's Office
- Communications
- City Clerk
- Human Resources
- Finance
- Information Technology
- Legal
- Municipal Court
- Police
- Public Works
- Parks and Recreation
- Community Development
- Non-Departmental

Department Overview

The City operates under a Council-Manager form of government. The City Council consists of seven members elected to four-year, overlapping terms. The Mayor is elected by the City Council and has the same voting authority as other Councilmembers, with no veto power. The City Council appoints the City Manager to serve as the City's chief executive officer.

The City Council provides policy direction and legislative leadership for the City. Its responsibilities include adopting ordinances, overseeing municipal finances, approving contracts and the acquisition or conveyance of property, and adopting and amending the City's Comprehensive Plan. The Council also provides leadership in establishing City priorities and supporting efforts to strengthen and diversify the local economy.

Organizational Chart



Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
City Council Expenditures							
Salaries	56,350	74,000	59,925	64,000	64,000	7%	0%
Benefits	4,716	6,008	5,036	6,008	6,008	19%	0%
Supplies	1,990	500	3,000	775	775	-74%	0%
Services	8,138	13,800	20,830	25,200	22,200	21%	-12%
Total Expenditures:	**$ 71,194**	**$ 94,308**	**$ 88,791**	**$ 95,983**	**$ 92,983**	**8%**	**-3%**

City Council expenditures primarily support compensation, benefits, and costs associated with carrying out the Council's legislative and policy-making responsibilities. Services expenditures include professional development, conferences, and travel associated with Council participation in municipal government organizations and events. The 2027 and 2028 budgets provide funding for these activities based on anticipated Council participation and related costs.



City Manager
Katherine Caffrey

Department Overview

The City Manager is the City's chief executive officer. The City Council appoints the City Manager. The City Manager carries out Council policy, oversees daily operations, and leads all City departments through their directors. The City Manager's Office connects the organization with the City Council and with Des Moines residents, businesses, and visitors.

Mission

The City Manager's Office carries out the vision and policies of the City Council. We provide ethical leadership, strong Council support, and responsible stewardship of public resources. We serve residents, businesses, elected officials, partner agencies, volunteers, and City employees with care, integrity, and teamwork.

Office Structure

The City Manager's Office is part of the Executive Department, along with the City Clerk's Office. It is funded by the General Fund. Staff include the City Manager, Assistant City Manager, City Clerk's Office staff, and Communications. All department directors report through the City Manager's Office.

The office's primary responsibilities include:

- **Strategic leadership:** Leading implementation of *Charting Our Course*, the City's first strategic plan, adopted in 2026. This includes aligning department work plans and the budget with the plan's six focus areas.
- **Council support:** Advising the City Council on policy, presenting options and recommendations, and supporting the Council's legislative and administrative work.
- **Budget leadership:** Guiding the biennial budget process, aligning it with Council priorities, and presenting the proposed budget to the Council.
- **Intergovernmental relations:** Representing the City with regional, state, and federal partners. This includes advancing the City's legislative agenda and advocating on airport impacts.
- **Communications:** Overseeing the City's communications, including the website, social media, and print publications.

2025 – 2026 Major Accomplishments

- **Guided development and adoption of *Charting Our Course*, the City's first strategic plan,** taking the Council and community through goal setting to produce a shared set of priorities for the organization.
- **Led a new biennial budget process** that ties spending decisions to Council priorities and gives department directors a greater role in building and managing their budgets, raising financial awareness and accountability across the organization.

- **Directed the City's response to the Sea-Tac Airport SAMP,** coordinating technical review across departments and with outside counsel, and advancing the City's position with the Port of Seattle and regional partners.
- **Secured Des Moines's selection as one of four sites nationally for the Counselors of Real Estate Transforming Neighborhoods program,** bringing a Consulting Corps team of outside real estate experts to the City to assess the downtown core and marina district and deliver independent revitalization recommendations.
- **Facilitated the City's all-employee feedback effort** by coordinating listening sessions and identifying opportunities to improve employee engagement and organizational effectiveness.
- **Improved and standardized City Council agenda processes,** including new procedures, timelines, templates, and meeting scripts to improve the accuracy and efficiency of agenda preparation and meeting support.

2027 – 2028 Goals & Priorities

Goal	Strategic Plan Focus Area
Carry out Council direction by turning Council priorities and policy decisions into clear work plans, assignments, and timelines.	Organizational Excellence
Lead implementation of *Charting Our Course* by aligning department work plans and budget requests with the plan's goals and strategies.	Organizational Excellence (supports all six)
Report progress on priority initiatives by creating a regular status update and performance tracking tool for the Council and the public.	Organizational Excellence; Engaged and Thriving Community
Deliver high-quality services efficiently by reviewing operations for cost savings and better ways to serve customers.	Financial Stability; Organizational Excellence
Strengthen the City's long-term financial position by addressing the structural gap between revenue and expense growth and building fund balance, consistent with Council direction.	Financial Stability
Advance downtown, waterfront, and Pacific Highway revitalization through business outreach, partnerships such as the Transforming Neighborhoods program, and land use and infrastructure planning.	Economic Vitality
Protect the community from airport impacts by advocating with the Port of Seattle, the FAA, and state and federal partners.	Natural and Built Environment; Engaged and Thriving Community

Goal	Strategic Plan Focus Area
Advance the City's legislative agenda by working with the City's state and federal advocates and regional partners.	Financial Stability; Economic Vitality
Lead clear, timely communications on high-profile issues, both internally with staff and externally with the community.	Engaged and Thriving Community
Make it easier for the public to find information and engage with the City through the new website, social media, community events, and other accessible options.	Engaged and Thriving Community
Build a strong workplace culture by acting on employee feedback and supporting staff development.	Organizational Excellence

Organizational Chart



Full-Time Equivalents (FTEs)

	2026	2027 Budget			2028 Budget		
Position	**FTE**	**FTE**	**Salaries**	**Benefits**	**FTE**	**Salaries**	**Benefits**
City Manager	1.00	1.00	276,538	41,200	1.00	283,444	42,260
Assistant City Manager	1.00	1.00	228,087	61,957	1.00	233,784	64,606
Department Total	**2.00**	**2.00**	**$ 504,625**	**$ 103,157**	**2.00**	**$ 517,228**	**$ 106,866**

Note: Position costs shown in the FTE schedule reflect the budgeted allocation of salaries and benefits by position and may not directly correspond to the related expenditure categories in the department budget. Benefit costs include medical premiums as well as retirement, payroll taxes, workers' compensation, and other employee benefits. While medical premiums are projected to increase by approximately 10% to 16%, changes in total benefit costs are lower because medical premiums represent only one component of overall employee benefits.

Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Expenditures							
Salaries	548,570	510,832	491,828	498,587	507,165	1%	2%
Benefits	94,327	119,582	97,501	103,157	103,841	6%	1%
Supplies	5,064	2,000	5,064	1,600	1,775	-68%	11%
Services	238,299	176,475	180,042	162,447	165,872	-10%	2%
Total Expenditures:	**$ 886,261**	**$ 808,889**	**$ 774,436**	**$ 765,791**	**$ 778,653**	**-1%**	**2%**

City Manager's Office expenditures are expected to remain relatively stable during the 2027–2028 biennium. Services expenditures decrease in 2027 as part of expenditure reductions incorporated into the budget to align ongoing costs with available resources. Expenditures remain relatively stable in 2028.

Department Overview

Communications is dedicated to fostering transparent, effective, and inclusive communication between the city and our community. The goal is to provide timely and accurate information, engage citizens, and promote civic participation. Our mission is to enhance public understanding of city services, initiatives, and opportunities, ensuring that every resident feels informed and connected to their local government.

- **Information Dissemination**: Provide clear and timely updates about city services, policies, and initiatives through various channels, including press releases, newsletters, social media, and the city website.
- **Public Engagement**: Engage citizens in meaningful dialogue, hosting community forums, workshops, and outreach events. By listening to the voices of our residents, we can better understand their needs and concerns.
- **Crisis Communication**: In times of emergency or urgent situations, we are responsible for delivering accurate information swiftly to ensure public safety and awareness with collaboration from the affected departments.
- **Media Relations**: Maintain strong relationships with local media outlets and news, facilitating coverage of city events, initiatives, and accomplishments. By fostering positive media interactions, we help amplify the city's message.
- **Brand Management**: Actively work to cultivate a positive image of Des Moines by promoting its achievements, events, and unique attributes. Our branding efforts aim to enhance community pride and attract visitors and businesses.
- **Digital Communication**: Use social media platforms and the city website to engage with residents and share information.

2025 – 2026 Major Accomplishments

- Website redesign
- In-house production of the City Currents
- 2nd Annual Non-Profit Summit
- New agenda management software
- Communication branding and guidelines

2027 – 2028 Goals & Priorities

- **Downtown Beautification** – Revitalize downtown to be vibrant and provide a range of amenities that meet the needs and wants of a growing community
  Strategic Priority: Economic Vitality

- **In-house production of the City Currents** – Use resources wisely and manage costs
  Strategic Priority: Financial Stability

- **Website re-design and continual updates** – Make it easy for people to find information and stay connected through modern, user-friendly tools that are accessible for all.
  Strategic Priority: Engaged and Thriving Community

- **Internal employee newsletter** – Promote employee engagement through communication, recognition, and feedback
  Strategic Priority: Organizational Excellence

Organizational Chart



Full-Time Equivalents (FTEs)

	2026	2027 Budget			2028 Budget		
Position	**FTE**	**FTE**	**Salaries**	**Benefits**	**FTE**	**Salaries**	**Benefits**
Director of Community/Administrative Services*	0.50	0.10	74,080	-	-	-	-
Communications Manager	-	1.00	138,547	37,011	1.00	149,104	39,832
Communications Program Analyst	0.75	0.75	77,356	25,280	0.75	79,290	25,913
Department Total	**1.25**	**1.85**	**$ 289,983**	**$ 62,291**	**1.75**	**$ 228,394**	**$ 65,745**

Note: Position costs shown in the FTE schedule reflect the budgeted allocation of salaries and benefits by position and may not directly correspond to the related expenditure categories in the department budget. Benefit costs include medical premiums as well as retirement, payroll taxes, workers' compensation, and other employee benefits. While medical premiums are projected to increase by approximately 10% to 16%, changes in total benefit costs are lower because medical premiums represent only one component of overall employee benefits.

*The Director of Community/Administrative Services is scheduled to retire January 31, 2027. The position is reflected at 0.1 FTE in both Communications and the City Clerk's Office to reflect the allocation of costs through the retirement date.

Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Expenditures							
Salaries	223,406	107,080	175,661	287,317	223,951	64%	-22%
Benefits	35,036	22,748	39,117	62,291	65,745	59%	6%
Supplies	3,988	2,000	7,500	6,000	7,250	-20%	21%
Services	82,545	66,200	92,404	15,450	19,110	-83%	24%
City Currents	61,821	24,000	27,476	37,000	38,000	35%	3%
Total Expenditures:	**$ 406,797**	**$ 222,028**	**$ 342,158**	**$ 408,058**	**$ 354,056**	**19%**	**-13%**

The 2027–2028 budget reflects a change in the staffing structure of the Communications Department, including a dedicated Communications Manager allocated entirely to the department. The 2027 personnel budget also includes costs associated with the January 2027 retirement of the Director of Community/Administrative Services. Services expenditures decrease significantly as communications functions are increasingly supported by dedicated City staff rather than outside services. Funding for the City Currents reflects the continued production and distribution of the City's community newsletter.



City Clerk
Taria Keane

Department Overview

The City Clerk's Office provides legislative, administrative, records management, and public access services that support the City Council, City departments, and the community. The office coordinates the preparation and publication of City Council agendas and meeting materials, prepares and maintains official meeting records, and serves as the custodian of the City's official legislative documents, including ordinances and resolutions.

The City Clerk's Office oversees and coordinates the City's records management and public records disclosure programs, including records retention and disposition, public records requests, and staff guidance and training related to the Public Records Act and records management requirements.

The office also coordinates legal notices, codification of the Des Moines Municipal Code, board and commission recruitment and appointments, and other statutory and administrative functions. The City Clerk's Office provides public-facing services and works to improve access to City information through the City's website, digital records, and other communication tools.

Mission

The mission of the City Clerk's Office is to maintain public trust in the integrity and transparency of local government by implementing local and State requirements for public participation in the decision-making process, maintaining an accurate and accessible archival record of City activities, and facilitating timely public access to City records and information.

Responsibilities

The City Clerk Department provides a variety of services supporting the City Council, City departments, and the public. The department coordinates City Council agendas and meeting materials, prepares official meeting minutes, maintains the City's official legislative and historical records, administers the City's public records program, and supports compliance with records retention and open government requirements.

The department also provides a variety of administrative and public-facing services and continually evaluates processes and technology to improve efficiency, consistency, transparency, and access to City information.

Major Activities

- Provides City Hall customer service and public information.
- Coordinates City Council agendas, meeting packets, minutes, and legislative records.
- Supports the City election process.
- Administers the City's public records disclosure program.
- Coordinates the Citywide records management and retention program.
- Maintains official City records, including ordinances, resolutions, contracts, and meeting records.
- Coordinates legal notices and required public notifications.
- Coordinates codification of the Des Moines Municipal Code.
- Supports recruitment and appointments for City boards, commissions, and committees.
- Provides Open Public Meetings Act, Public Records Act, and records management guidance and training.

2025 – 2026 Major Accomplishments

- Improved and standardized City Council agenda processes, including implementation of new procedures, timelines, templates, meeting scripts, and internal guidance to improve the accuracy and efficiency of agenda preparation and meeting support.

- Enhanced the City's public records and records management processes by updating procedures, developing standardized practices, improving records organization, and expanding tools and resources available to staff for responding to and managing public records.

- Developed and implemented new internal procedures and standardized processes for several City Clerk functions to improve consistency, efficiency, cross-training, and continuity of operations.

2027 – 2028 Goals & Priorities

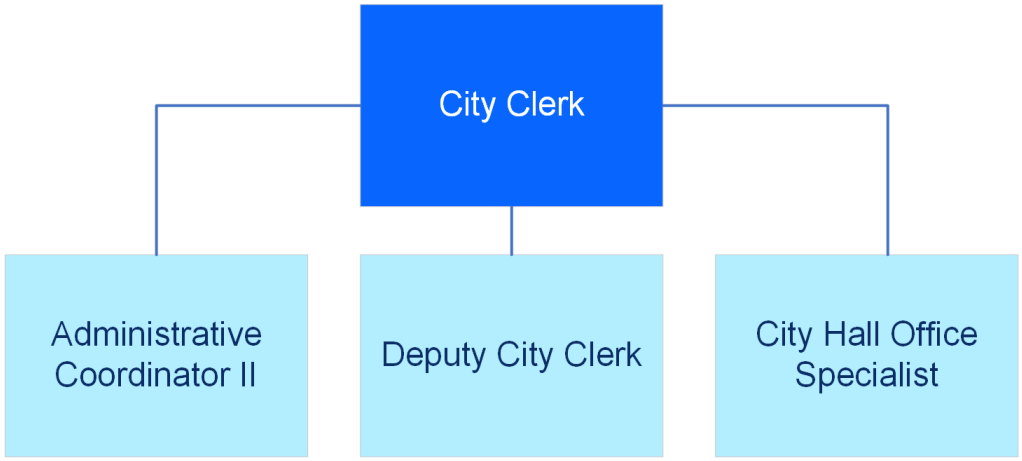
- **Complete and Implement a Citywide Records Management Program**
  Strategic Priority: Organizational Excellence

- **Continue Modernization of Agenda and Legislative Processes**
  Strategic Priority: Organizational Excellence

- **Expand Public Records Training and Compliance**
  Strategic Priority: Organizational Excellence

- **Improve Digital Access to City Records**
  Strategic Priority: Engaged and Thriving Community/Organizational Excellence

Organizational Chart



Full-Time Equivalents (FTEs)

	2026	2027 Budget			2028 Budget		
Position	**FTE**	**FTE**	**Salaries**	**Benefits**	**FTE**	**Salaries**	**Benefits**
Director of Community/Administrative Services*	0.50	0.10	74,080	-	-	-	-
City Clerk	1.00	1.00	130,572	21,853	1.00	133,836	22,569
Deputy City Clerk	1.00	1.00	108,309	47,368	1.00	111,017	50,302
Administrative Assistant II	1.00	1.00	92,582	16,413	1.00	94,896	16,986
City Hall Office Specialist	0.50	1.00	92,582	50,131	1.00	94,896	52,614
Department Total	**4.00**	**4.10**	**$ 498,125**	**$ 135,765**	**4.00**	**$ 434,645**	**$ 142,471**

Note: Position costs shown in the FTE schedule reflect the budgeted allocation of salaries and benefits by position and may not directly correspond to the related expenditure categories in the department budget. Benefit costs include medical premiums as well as retirement, payroll taxes, workers' compensation, and other employee benefits. While medical premiums are projected to increase by approximately 10% to 16%, changes in total benefit costs are lower because medical premiums represent only one component of overall employee benefits.

*The Director of Community/Administrative Services is scheduled to retire January 31, 2027. The position is reflected at 0.1 FTE in both Communications and the City Clerk's Office to reflect the allocation of costs through the retirement date.

Revenue and Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
Charges for Services	7,206	25,250	17,563	16,355	16,355	-7%	0%
Total Revenue:	**$ 7,206**	**$ 25,250**	**$ 17,563**	**$ 16,355**	**$ 16,355**	**-7%**	**0%**
Expenditures							
Salaries	441,923	389,963	507,091	522,512	455,290	3%	-13%
Benefits	120,586	107,004	142,698	135,765	142,471	-5%	5%
Supplies	2,353	2,250	3,105	2,750	2,750	-11%	0%
Services	12,105	10,575	15,408	17,250	11,400	12%	-34%
Total Expenditures:	**$ 576,967**	**$ 509,792**	**$ 668,303**	**$ 678,277**	**$ 611,911**	**1%**	**-10%**

Revenue: The City Clerk's Office generates service revenue primarily from passport processing, notary services, and photocopying services provided to the public. Revenue from these activities varies based on the volume of services requested.

Expenditures: City Clerk expenditures primarily support staffing and services associated with City Council and legislative activities, records management and public records requests, elections support, and other City Clerk functions. Services and charges include costs associated with records management, codification, public notices, and other professional and contractual services necessary to support department operations.



Assistant City Manager
Adrienne Johnson-Newton

Department Overview

The Human Resources Department is a strategic leader in developing an innovative organization. We are committed to the health, safety, and success of our employees. We work collaboratively with City staff to foster a culture of continuous improvement, wellness, and inclusion. We develop responsible and equitable programs, initiatives, and policies that align with our community's values.

2025 – 2026 Major Accomplishments

- Implemented the NeoGov Applicant Tracking System (ATS), modernizing the City's recruitment process and establishing tools to track key workforce metrics such as time-to-fill, turnover, retention, and standardized exit interview data to support continuous improvement.
- Facilitated the City's all-employee feedback survey by coordinating employee listening sessions, gathering feedback, and identifying opportunities to improve employee engagement and organizational effectiveness.
- Implemented employee medical premium cost sharing for non-represented employees and negotiated medical premium sharing thresholds in two of the City's three largest bargaining agreements to help manage rising healthcare costs and improve long term fiscal sustainability.
- Designed and implemented the City's employee recognition program to celebrate employee tenure milestones and foster a culture of appreciation and engagement.
- Successfully negotiated the Teamsters collective bargaining agreement internally, avoiding outside legal costs while achieving a fiscally responsible agreement that balanced organizational needs with employee priorities.

2027 – 2028 Goals & Priorities

- **Recruit and Retain a High Performing Workforce**
  - Strengthen recruitment strategies and hiring timelines, with a focus on public safety staffing.
  - Implement a modern talent acquisition and onboarding system to improve recruitment efficiency and the candidate experience.

  Strategic Priority: Public Safety / Organizational Excellence

- **Maintain a Competitive and Sustainable Total Compensation Program Initiatives**
  - Regularly review compensation and labor market data to maintain competitiveness and internal equity.
  - Maintain a total compensation strategy aligned with the Council adopted compensation philosophy.

- Support collaborative collective bargaining agreements that recognize employees while maintaining fiscal sustainability.

Strategic Priority: Public Safety / Organizational Excellence

- **Develop and Support Employees**
  - Implement a structured organization wide onboarding program.

Strategic Priority: Organizational Excellence

Organizational Chart



Full-Time Equivalents (FTEs)

	2026	2027 Budget			2028 Budget		
Position	**FTE**	**FTE**	**Salaries**	**Benefits**	**FTE**	**Salaries**	**Benefits**
Senior Human Resources Analyst	1.00	1.00	116,090	28,371	1.00	118,993	28,789
Human Resources Analyst	-	1.00	108,309	28,494	1.00	111,017	29,076
Department Total	**1.00**	**2.00**	**$ 224,399**	**$ 56,865**	**2.00**	**$ 230,010**	**$ 57,865**

Note: Position costs shown in the FTE schedule reflect the budgeted allocation of salaries and benefits by position and may not directly correspond to the related expenditure categories in the department budget. Benefit costs include medical premiums as well as retirement, payroll taxes, workers' compensation, and other employee benefits. While medical premiums are projected to increase by approximately 10% to 16%, changes in total benefit costs are lower because medical premiums represent only one component of overall employee benefits.

Staffing: The 2027 budget converts a part-time extra-hire Human Resources Analyst position to a regular full-time position, providing ongoing capacity to support the City's Human Resources functions.

Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Expenditures							
Salaries	212,765	135,292	244,040	222,021	226,047	-9%	2%
Benefits	52,844	29,223	60,696	56,865	57,865	-6%	2%
Supplies	1,567	1,000	6,000	6,500	6,500	8%	0%
Services	60,171	60,500	41,988	65,100	84,725	55%	30%
Wellness	3,927	500	2,162	3,000	3,000	39%	0%
Safety	496	4,350	496	1,850	1,850	273%	0%
Total Expenditures:	**$ 331,770**	**$ 230,865**	**$ 355,382**	**$ 355,336**	**$ 379,987**	**0%**	**7%**

Human Resources expenditures primarily support personnel costs and professional services associated with recruitment, employee relations, labor relations, compensation, training, and other workforce programs. Services include outside legal and professional assistance, particularly for collective bargaining and other labor-related matters.



Finance Director
Jeff Friend

Department Overview

The Finance Department is responsible for the City's financial stewardship through accounting, budgeting, financial reporting, treasury management, payroll, tax administration, debt and capital asset management, financial forecasting, and the design and monitoring of internal controls. The department also provides financial analysis and decision support to City leadership, ensuring resources are managed responsibly and transparently in accordance with local, state, and federal requirements.

Mission

The Finance Department is committed to promoting the City's long-term financial stability through integrity, accountability, transparency, and exceptional customer service. We provide timely, accurate, and meaningful financial information that supports informed decision-making by City leadership, empowers departments to achieve their goals, and maintains the public's trust.

Key Responsibilities

- Accounts Payable and Accounts Receivable
- Banking and Treasury Management
- Biennial Budget Development and Monitoring
- Capital Asset Accounting
- Cash Management and Investments
- Debt Administration
- Financial Forecasting and Analysis
- Financial Policies and Internal Controls
- Grant Administration and Financial Reporting
- Payroll Administration
- Preparation of the City's Annual Financial Report
- Coordination of the Annual State Auditor's Office Audit
- Quarterly Financial Reporting
- Tax Administration (Business & Occupation, Leasehold, Property, Admissions, and Excise Taxes)
- State and Federal Regulatory Compliance
- Support to City Council and Executive Leadership
- Interfund Cost Allocation and Financial Planning

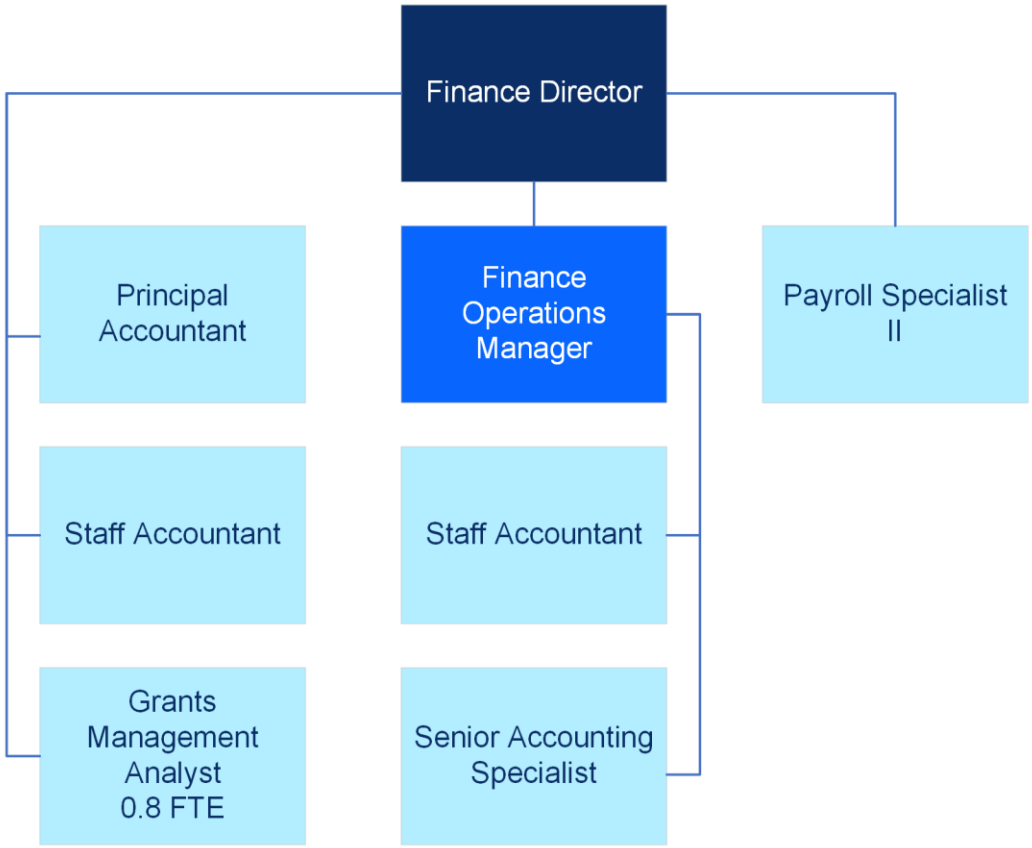
2025 – 2026 Major Accomplishments

- Updated Investment Policy – Received Certification of Excellence Award from Washington Public Treasurers Association (WPTA)
- Received Distinguished Budget Presentation Award from Government Finance Officers Association (GFOA)
- Implemented scheduling in electronic timesheets module
- Expanded electronic pay options for vendors

2027 – 2028 Goals & Priorities

- Increase automation of manual processes related to the City's tax collection functions.
  Strategic priority: Organizational Excellence
- Receive GFOA Distinguished Budget Presentation Award under the revised evaluation criteria
  Strategic priority: Financial Stability
- Identify and implement opportunities to improve Tyler Munis reporting functionality through report development and configuration enhancements.
  Strategic priority: Organizational Excellence
- Strengthen the City's long-term financial forecasting by expanding internal forecasting capabilities and leveraging consultant expertise as needed.
  Strategic priority: Financial Stability

Organizational Chart



Full-Time Equivalents (FTEs)

	2026	2027 Budget			2028 Budget		
Position	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Finance Director	1.00	1.00	219,283	51,152	1.00	224,761	53,080
Finance Operations Manager	1.00	1.00	152,740	32,733	1.00	156,558	34,137
Principal Accountant	1.00	1.00	130,572	38,969	1.00	133,836	41,063
Senior Accounting Specialist	1.00	1.00	104,134	40,244	1.00	106,738	42,647
Staff Accountant	2.00	2.00	216,618	71,747	2.00	222,034	74,388
Payroll Specialist II	1.00	1.00	108,309	15,975	1.00	111,017	15,528
Grants Management Analyst	1.00	0.80	92,872	43,455	0.80	95,194	45,310
Department Total	**8.00**	**7.80**	**$1,024,528**	**$294,275**	**7.80**	**$1,050,138**	**$306,153**

Note: Position costs shown in the FTE schedule reflect the budgeted allocation of salaries and benefits by position and may not directly correspond to the related expenditure categories in the department budget. Benefit costs include medical premiums as well as retirement, payroll taxes, workers' compensation, and other employee benefits. While medical premiums are projected to increase by approximately 10% to 16%, changes in total benefit costs are lower because medical premiums represent only one component of overall employee benefits.

Staffing: Finance staffing is budgeted at 7.8 FTEs in 2027 and 2028, reflecting the Grants Management Analyst position budgeted at 0.8 FTE.

Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Expenditures							
Salaries	919,964	879,263	932,478	1,016,753	1,034,930	9%	2%
Benefits	289,921	278,212	288,317	294,275	306,153	2%	4%
Supplies	3,645	2,500	3,649	1,650	1,650	-55%	0%
Services	246,685	142,000	153,249	191,010	192,630	25%	1%
Total Expenditures:	**$ 1,460,215**	**$ 1,301,975**	**$ 1,377,693**	**$1,503,688**	**$1,535,363**	**9%**	**2%**

Finance Department expenditures primarily support personnel costs and professional services necessary to administer the City's accounting, budgeting, payroll, treasury, tax administration, financial reporting, audit, and other financial management functions. The increase in Services in 2027 restores funding following reductions made during the prior budget cycle. Services also include specialized professional assistance for financial forecasting, audit support, and other financial functions.



IT Manager
Chris Pauk

Department Overview

The Information Technology Department is responsible for the maintenance of all city computers, servers, and networks; software maintenance services, consulting and programming on new projects; and recovery of data and replacement of damaged hardware.

2025 – 2026 Major Accomplishments

- Successful implementation of Office 365.
- Migration of all City computers to Windows 11.

2027 – 2028 Goals & Priorities

- Office 365 licenses to Microsoft 365 licenses to complete cloud migration and equip employees with the tools, technology, and resources needed to deliver effective services.
  Strategic priority: Organizational Excellence

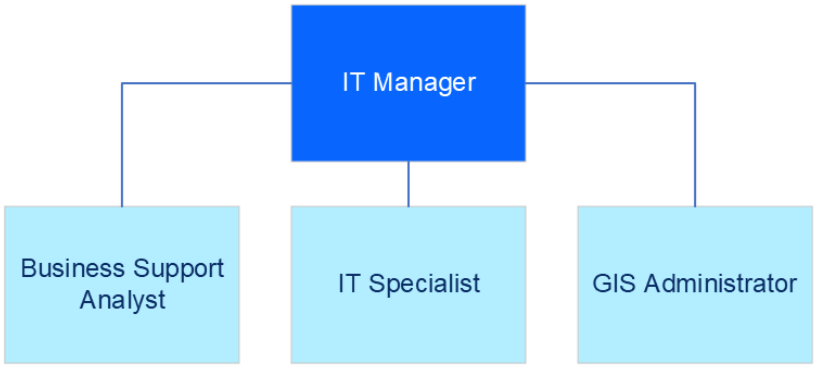
- Server replacement and data migration to SharePoint to promote employee engagement through communication.
  Strategic priority: Organizational Excellence

- Upgrade network switches and disaster recovery hardware to maintain and invest in critical infrastructure and public assets to support reliability, sustainability, and future growth.
  Strategic priority: Organizational Excellence / Natural and Built Environment

- City wide SharePoint site to promote employee engagement through communication recognition and feedback.
  Strategic priority: Organizational Excellence

- Munis on premise migration to cloud to equip employees with the tools, technology, and resources needed to deliver effective services.
  Strategic priority: Organizational Excellence

Organizational Chart



*The GIS Administrator is not funded by the Information Technology Department but by various other funds. However, the position does formally report to the IT Manager.

** The IT Business Operations Coordinator – Limited Term, while funded by the Information Technology Department, reports directly to the Assistant City Manager.

Full-Time Equivalents (FTEs)

	2026	2027 Budget			2028 Budget		
Position	**FTE**	**FTE**	**Salaries**	**Benefits**	**FTE**	**Salaries**	**Benefits**
IT Manager	1.00	1.00	170,170	35,227	1.00	183,147	37,807
IT Business Operations Coordinator - Limited Term	-	1.00	100,118	52,167	1.00	102,621	54,592
Business Support Analyst	1.00	1.00	112,596	30,051	1.00	115,411	31,120
IT Specialist	2.00	1.00	111,558	29,259	1.00	120,060	30,620
Department Total	**4.00**	**4.00**	**$ 494,442**	**$ 146,704**	**4.00**	**$ 521,239**	**$ 154,139**

Note: Position costs shown in the FTE schedule reflect the budgeted allocation of salaries and benefits by position and may not directly correspond to the related expenditure categories in the department budget. Benefit costs include medical premiums as well as retirement, payroll taxes, workers' compensation, and other employee benefits. While medical premiums are projected to increase by approximately 10% to 16%, changes in total benefit costs are lower because medical premiums represent only one component of overall employee benefits.

Staffing: The 2027 budget repurposes one existing IT Specialist FTE as a limited-term IT Business Operations Coordinator position to address evolving departmental needs. Total department staffing remains unchanged at 4.0 FTEs.

Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Expenditures							
Salaries	367,151	467,973	419,008	493,656	516,839	18%	5%
Benefits	97,433	120,945	116,514	146,704	154,139	26%	5%
Supplies	99,282	750	152,460	91,900	99,125	-40%	8%
Software Subscriptions	-	-	-	595,000	600,000	-	1%
Services	169,348	280,781	50,000	86,000	109,375	72%	27%
Maintenance Agreements	352,344	410,469	525,000	40,000	40,000	-92%	0%
Total Expenditures:	**$ 1,085,558**	**$ 1,280,918**	**$ 1,262,982**	**$1,453,260**	**$1,519,478**	**15%**	**5%**

Information Technology expenditures support personnel, software, hardware, professional services, and the ongoing maintenance of the City's technology infrastructure. Beginning with the 2027–2028 budget, the accounting for technology-related expenditures has been updated to better reflect the City's current technology environment, including the increased use of cloud-based software and subscription services. As a result, some costs previously reported as maintenance agreements or in other expenditure categories are now reported as software subscriptions. Accordingly, changes between expenditure categories should be considered in the context of these accounting changes rather than solely as changes in the underlying level of spending.



City Attorney
Tim George

Department Overview

The City Attorney is the City's chief legal advisor and is responsible for counseling all city departments and the City Council. The City Attorney also supervises all legal work assigned to outside counsel and attends all council meetings and executive sessions. The Legal Department provides support in all matters before hearing examiners, judges, civil litigation, and provides general legal advice to all departments. The department writes formal legal opinions, ordinances and resolutions. The department also reviews written agreements and real property instruments and provides prosecution for all phases of criminal and civil actions.

2025 – 2026 Major Accomplishments

- Two years without significant litigation or adverse legal finding against the City.
- Provided legal advice and handled litigation for several successful land use actions (DM Creek Business Park, Zenith Demolition Permit)
- Prepared numerous ordinances adopted by Council including short-term rentals, alarm permit updates, B&O Tax update, Planning Commission, photo enforcement updates among others

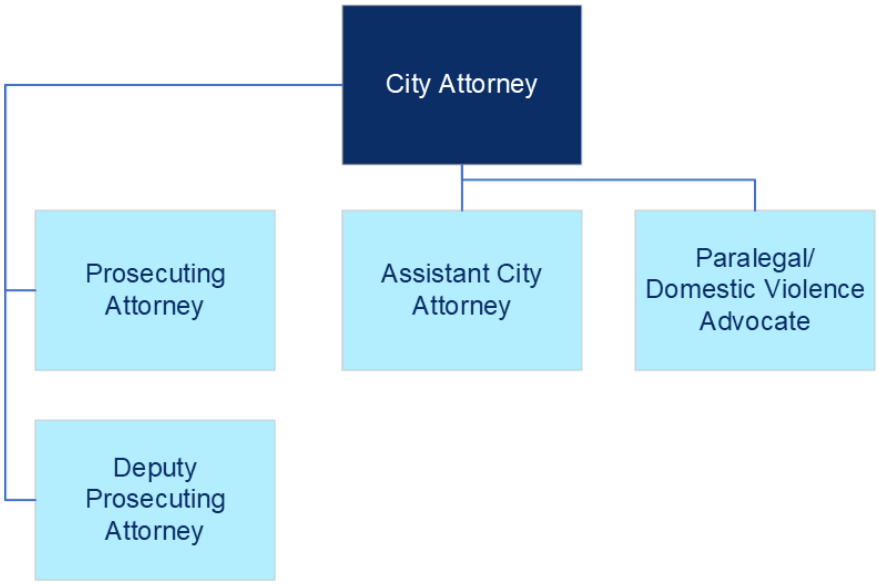
2027 – 2028 Goals & Priorities

- Continue to provide high level legal advice and services to the City Council, administration, and City departments; promote public safety and justice through prosecution of misdemeanor crimes, infractions and City code violations.
  Strategic priority: Public Safety / Organizational Excellence

- Provide legal advice and support for implementation of Strategic Plan.
  Strategic priority: Organizational Excellence

- Continue to partner with City departments to reduce potential liability and complete another budget cycle without adverse legal findings.
  Strategic priority: Financial Stability / Organizational Excellence

Organizational Chart



Full-Time Equivalents (FTEs)

	2026	2027 Budget			2028 Budget		
Position	**FTE**	**FTE**	**Salaries**	**Benefits**	**FTE**	**Salaries**	**Benefits**
Legal							
City Attorney	1.00	1.00	237,157	70,271	1.00	243,082	73,442
Assistant City Attorney	1.00	1.00	165,205	37,267	1.00	169,335	38,910
Prosecuting Attorney	0.80	0.80	109,168	25,933	0.80	111,897	26,741
Deputy Prosecuting Attorney	0.10	0.10	9,876	3,603	0.10	10,629	3,669
Paralegal/Domestic Violence Advocate	0.45	0.53	47,902	11,353	0.53	54,137	12,021
Total Legal	**3.35**	**3.43**	**569,308**	**148,427**	**3.43**	**589,080**	**154,783**
Legal Litigation							
Prosecuting Attorney	0.20	0.20	27,292	6,483	0.20	27,974	6,683
Deputy Prosecuting Attorney	0.90	0.90	88,881	32,411	0.90	95,663	33,037
Total Legal Litigation	**1.10**	**1.10**	**116,173**	**38,894**	**1.10**	**123,637**	**39,720**
Prosecution							
Paralegal/Domestic Violence Advocate	0.40	0.47	42,479	14,269	0.47	48,008	15,415
Total Prosecution	**0.40**	**0.47**	**42,479**	**14,269**	**0.47**	**48,008**	**15,415**
Department Total	**4.85**	**5.00**	**$727,959**	**$201,590**	**5.00**	**$760,725**	**$209,918**

Note: Position costs shown in the FTE schedule reflect the budgeted allocation of salaries and benefits by position and may not directly correspond to the related expenditure categories in the department budget. Benefit costs include medical premiums as well as retirement, payroll taxes, workers' compensation, and other employee benefits. While medical premiums are projected to increase by approximately 10% to 16%, changes in total benefit costs are lower because medical premiums represent only one component of overall employee benefits.

Staffing: The 2027 budget increases the Paralegal/Domestic Violence Advocate position from 0.85 to 1.00 FTE, increasing total department staffing from 4.85 to 5.00 FTEs.

Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Expenditures							
Legal							
Salaries	542,061	612,781	536,722	572,213	583,206	7%	2%
Benefits	161,928	188,776	142,401	148,843	155,617	5%	5%
Supplies	6,431	7,200	6,615	7,200	7,200	9%	0%
Services	16,880	53,500	16,433	47,673	48,434	190%	2%
Total Legal	**727,301**	**862,257**	**702,170**	**775,929**	**794,457**	11%	2%
Legal Litigation							
Salaries	122,434	65,748	100,182	116,762	121,389	17%	4%
Benefits	33,444	9,821	30,074	38,996	40,533	30%	4%
Total Legal Litigation	**155,878**	**75,569**	**130,256**	**155,758**	**161,922**	20%	4%
Prosecution							
Salaries	32,331	34,826	24,460	40,681	47,295	66%	16%
Benefits	6,425	7,991	8,863	14,308	15,415	61%	8%
Total Prosecution	**38,756**	**42,817**	**33,323**	**54,989**	**62,710**	65%	14%
Total Expenditures:	**$ 921,935**	**$ 980,643**	**$ 865,749**	**$ 986,676**	**$ 1,019,089**	**14%**	**3%**

Legal Department expenditures support general legal services, litigation, and prosecution activities. Personnel costs represent the majority of departmental expenditures and reflect the allocation of staff among these functions. The 2027 budget includes increased personnel costs associated with litigation and prosecution activities, including the increase of the Paralegal/Domestic Violence Advocate position to full-time.

The City also receives approximately $50,000 annually through an interlocal agreement to provide legal services to Normandy Park, which offsets a portion of departmental costs.



Municipal Court Judge
Lisa Leone

Department Overview

Des Moines Municipal Court is a court of limited jurisdiction established pursuant to state law. The Court provides fair, impartial, and timely resolution of matters arising under state law and the Des Moines Municipal Code.

The Court has jurisdiction over:

- Criminal misdemeanors and gross misdemeanors;
- Traffic infractions;
- Non-traffic civil infractions;
- Parking violations;
- Certain civil and post-conviction proceedings authorized by law.

The Court includes the following programs and services:

- General Municipal Court Operations;
- Probation Services;
- Interpreter and Language Access Services;
- Court Administration and Public Service Functions.

2025 – 2026 Major Accomplishments

- Successfully managed significant increases in case filings associated with automated traffic safety camera enforcement while maintaining timely case processing.
- Continued operation of the Court's DUI Therapeutic Court program (through 2025), providing intensive supervision and treatment-focused interventions for high-risk/high-need offenders.
- Expanded access to justice through interpreter services, remote hearing technology, and multiple options for resolving cases.
- Updated and modernized local court rules governing electronic filing, remote appearances, and civil infraction proceedings to improve efficiency and public access.
- Maintained probation supervision and compliance monitoring services while supporting offender accountability and community safety.
- Continued to provide fair, impartial, and timely adjudication of criminal, traffic, parking, and civil infraction matters despite staffing and workload challenges.

2027 – 2028 Goals & Priorities

- **Successfully implement and optimize the statewide Case Management System (CMS)**
  Strategic Priority: Organizational Excellence

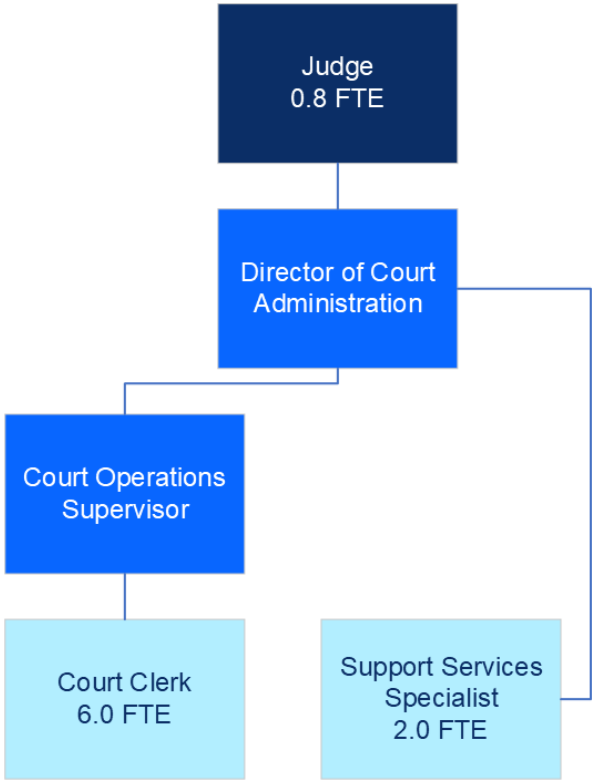
- **Maintain timely case processing in accordance with statutory and performance standards.**
  Strategic Priority: Organizational Excellence / Public Safety

- **Effectively manage increased photo enforcement caseloads.**
  Strategic Priority: Organizational Excellence / Public Safety

- **Enhance operational efficiency through process evaluation and technology improvements.**
  Strategic Priority: Organizational Excellence / Financial Stability

- **Invest in employee development, engagement, and succession planning.**
  Strategic Priority: Organizational Excellence

Organizational Chart



*A Court Marshal is funded by the Court, however, the position formally reports to the Police Department.

Full-Time Equivalents (FTEs)

	2026	2027 Budget			2028 Budget		
Position	**FTE**	**FTE**	**Salaries**	**Benefits**	**FTE**	**Salaries**	**Benefits**
Municipal Court							
Judge	0.56	0.56	146,058	36,929	0.56	150,469	38,587
Director of Court Administration	0.90	0.90	141,370	20,661	0.90	152,148	21,061
Court Operations Supervisor	1.00	1.00	126,699	34,091	1.00	129,866	35,784
Court Clerks	5.00	6.00	471,366	160,798	6.00	487,621	166,936
Court Clerk (Limited Term)	1.00	-	-	-	-	-	-
Court Marshal	2.00	1.00	96,282	27,036	1.00	98,689	27,641
Total Municipal Court	**10.46**	**9.46**	**981,775**	**279,515**	**9.46**	**1,018,793**	**290,009**
Probation							
Judge	0.24	0.24	62,596	15,827	0.24	64,487	16,539
Director of Court Administration	0.10	0.10	15,708	2,295	0.10	16,905	2,340
Support Services Specialist	2.00	2.00	228,690	93,965	2.00	240,120	100,422
Total Probation	**2.34**	**2.34**	**306,994**	**112,087**	**2.34**	**321,512**	**119,301**
Department Total	**12.80**	**11.80**	**$ 1,288,769**	**$ 391,602**	**11.80**	**$ 1,340,305**	**$ 409,310**

Note: Position costs shown in the FTE schedule reflect the budgeted allocation of salaries and benefits by position and may not directly correspond to the related expenditure categories in the department budget. A portion of Court Clerk salaries and benefits is allocated to the applicable speed camera funds for time spent processing automated traffic safety camera citations. Benefit costs include medical premiums as well as retirement, payroll taxes, workers' compensation, and other employee benefits. While medical premiums are projected to increase by approximately 10% to 16%, changes in total benefit costs are lower because medical premiums represent only one component of overall employee benefits.

Staffing: Municipal Court staffing is budgeted at 11.80 FTE in 2027 and 2028. Changes from 2026 primarily reflect the transition of one Court Marshal position from the Municipal Court budget to the Police Department budget and the conversion of a limited-term Court Clerk position to a regular Court Clerk position.

Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Expenditures							
Municipal Court							
Salaries	697,038	937,747	869,638	853,876	881,346	-2%	3%
Benefits	202,091	287,769	233,216	235,360	244,751	1%	4%
Supplies	9,976	15,750	12,153	15,750	15,750	30%	0%
Services	151,311	103,650	153,136	172,050	159,850	12%	-7%
Total Municipal Court	**1,060,415**	**1,344,916**	**1,268,143**	**1,277,036**	**1,301,697**	1%	2%
Probation							
Salaries	263,415	280,602	289,975	306,541	318,607	6%	4%
Benefits	104,713	110,625	102,448	112,087	119,301	9%	6%
Supplies	1,636	1,200	2,016	2,500	2,500	24%	0%
Services	7,768	9,250	9,918	4,750	4,750	-52%	0%
Total Probation	**377,532**	**401,677**	**404,356**	**425,878**	**445,158**	5%	5%
Total Expenditures:	**$ 1,437,947**	**$ 1,746,593**	**$ 1,672,500**	**$1,702,914**	**$1,746,855**	**2%**	**3%**

Municipal Court expenditures primarily support personnel costs associated with court administration, case processing, judicial services, probation, and other court operations. Total expenditures are budgeted to increase 2% in 2027 and 3% in 2028, primarily reflecting salary and benefit adjustments and anticipated operating costs. A portion of Court Clerk personnel costs associated with processing automated traffic safety camera citations is allocated to the applicable speed camera funds. Probation expenditures increase primarily due to personnel costs, while service expenditures decline from 2026 projected levels.

Municipal Court generates limited revenue from court-related fees and receives revenue through an interlocal agreement with the City of Normandy Park for court services. These revenues offset a portion of the cost of providing Municipal Court services.



Police Chief
Ted Boe

Department Overview

The City of Des Moines has 37 commissioned personnel, which includes one Police Chief, two Assistant Chiefs, seven Sergeants, five Detectives, four Corporals, and eighteen Officers. The city employs fourteen non-commissioned personnel, which includes one Code Enforcement Lead, one Code Enforcement Officer, one Community Engagement Officer, one Crisis Response Specialist, one Executive Assistant, one Evidence Technician, two Court Marshals, one Records Supervisor, and five Records Specialists.

2025 – 2026 Major Accomplishments

- Successfully completed House Bill 2015 requirements for public safety sales tax implementation
- Identified ongoing funding to sustain the MHP co-responder position
- Implemented Model Policy and training requirements to meet Keeping Washington Working Act
- Completed multiple technology upgrades including Lexipol Shield, new tasers, upgraded body worn cameras, CAD transition, improved vehicle branding and emergency lighting contact
- Transitioned Court Marshal staff to the Police Department, added a new Code Enforcement Officer in partnership with the Planning Department, and added Police Officer FTEs supported by Public Safety Sales Tax revenue

2027 – 2028 Goals & Priorities

- **Achieve WASPC Re-Accreditation in 2027, Demonstrating a Commitment to Best Practices in both Policy and Operations**
  Strategic Priorities: Public Safety / Organizational Excellence

- **Implement Police Canine Program in 2028**
  Strategic Priority: Public Safety

- **Deploy a Motorcycle Platform Traffic Officer in 2028**
  Strategic Priority: Public Safety

- **Expand Community Engagement and Connection with Youth**
  Strategic Priorities: Public Safety / Engaged and Thriving Community

- **Partner with Other HWY 99 Jurisdictions to Increase Proactive Policing**
  Strategic Priority: Public Safety

- **Implement BlueBridge Community Wellness Program**
  Strategic Priorities: Public Safety / Engaged and Thriving Community

- **Deploy New Speed Measurement Technology**
  Strategic Priority: Public Safety

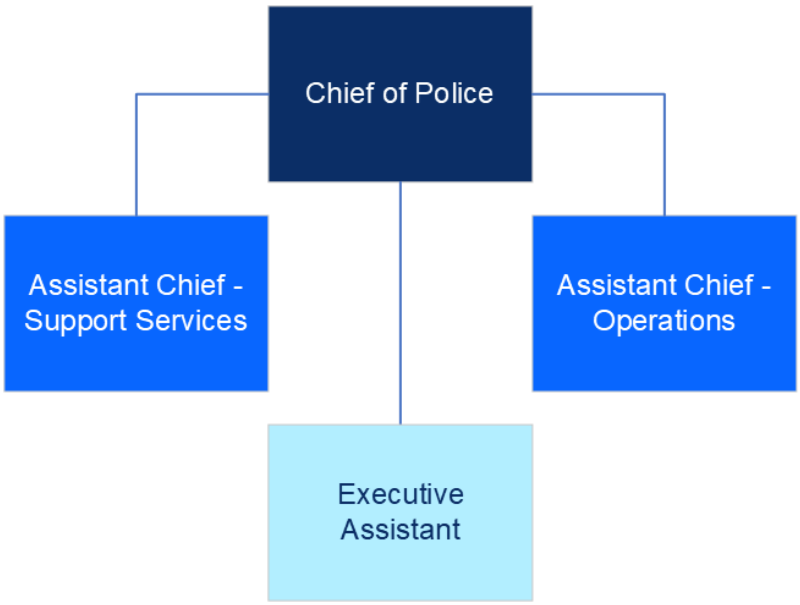
- **Reassess In-House Animal Control Program**
  Strategic Priority: Organizational Excellence

- **Assess Current and Future Staffing Needs with Comprehensive Study**
  Strategic Priorities: Organizational Excellence / Financial Stability

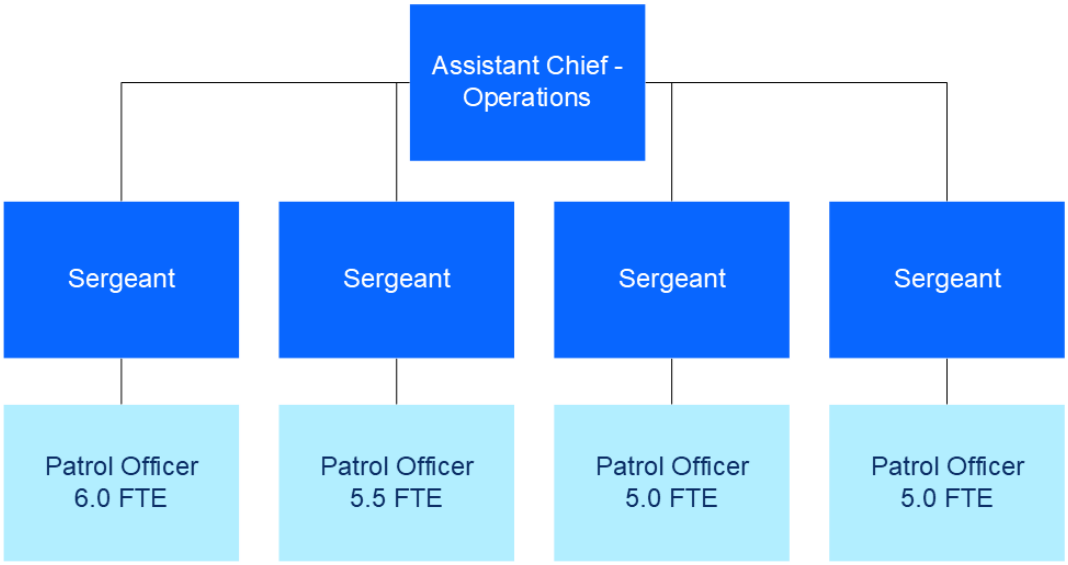
- **Use CPTED and Broken Windows Based Approaches to Improve Safety and Perception of Safety in our Business Districts**
  Strategic Priorities: Public Safety / Economic Vitality

Organizational Chart

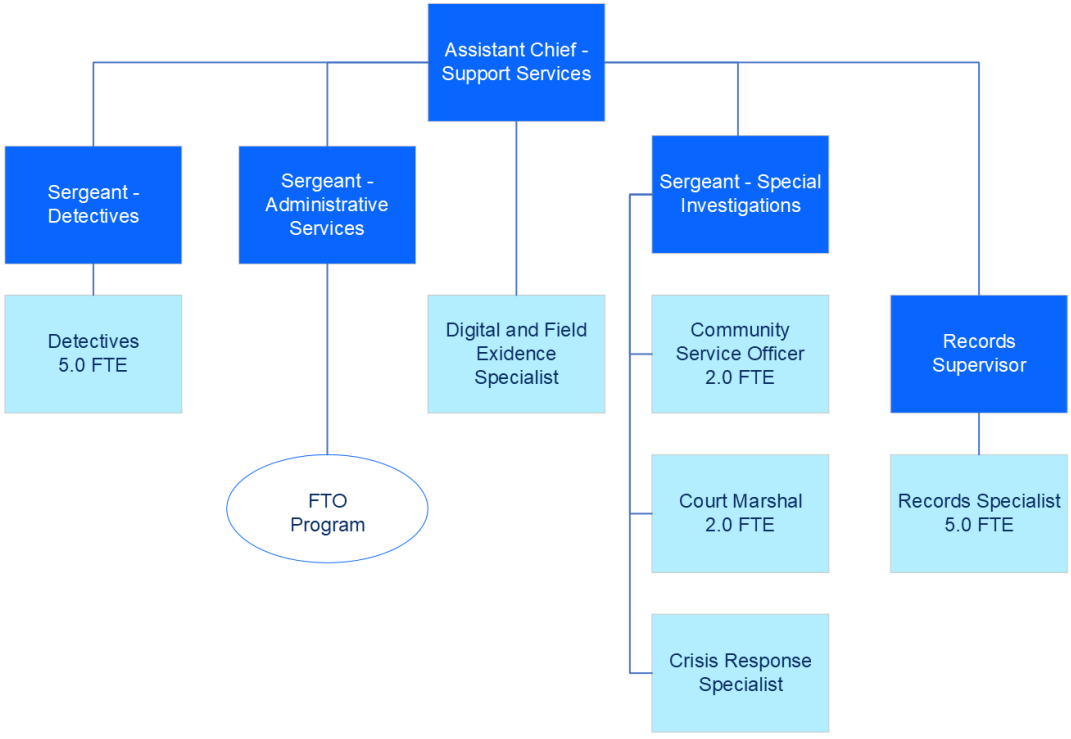
Police Administration



Police – Operations



Police – Support Services



*One Court Marshal is funded through the Court's budget but formally reports to the Police Department.

Full-Time Equivalents

	2026	2027 Budget			2028 Budget		
Position	**FTE**	**FTE**	**Salaries**	**Benefits**	**FTE**	**Salaries**	**Benefits**
Police							
Chief of Police	1.00	1.00	246,494	77,792	1.00	252,657	81,271
Assistant Chief of Police	2.00	2.00	421,432	133,579	2.00	431,968	140,732
Executive Assistant	1.00	1.00	92,582	14,547	1.00	105,720	14,810
Sergeant - Detectives	1.00	1.00	186,911	72,138	1.00	192,519	77,172
Patrol Officers - Detectives	5.00	5.00	758,695	218,758	5.00	781,457	231,826
Traffic Enforcement Officer	1.00	1.00	146,856	66,585	1.00	157,025	72,059
Sergeant - Special Investigations	1.00	1.00	182,683	71,989	1.00	188,163	77,012
Sergeant - Administrative Services	1.00	1.00	179,300	59,558	1.00	184,678	63,637
Sergeant - Patrol	4.00	4.00	662,241	257,746	4.00	688,978	234,705
Patrol Officers - Patrol	18.50	19.50	2,393,797	980,946	20.50	2,692,648	1,074,363
Patrol Officers - Patrol (Public Safety Tax-Funded)	2.00	2.00	209,142	61,884	2.00	242,342	67,735
Community Service Officer	2.00	2.00	217,054	108,126	2.00	225,789	112,968
Crisis Response Specialist	1.00	1.00	104,642	22,000	1.00	107,258	23,000
Digital and Field Evidence Specialist	1.00	1.00	80,478	40,837	1.00	82,892	43,509
Record Supervisor	1.00	1.00	108,309	44,581	1.00	111,017	47,288
Court Marshal	1.00	1.00	96,282	25,322	1.00	98,689	25,874
Record Specialists	5.00	5.00	400,163	129,726	5.00	416,118	136,640
Communication Programs Analyst	0.25	0.25	25,785	8,427	0.25	26,429	8,638
Department Total	**48.75**	**49.75**	**$ 6,512,846**	**$2,394,541**	**50.75**	**$ 6,986,347**	**$ 2,533,239**

Note: Position costs shown in the FTE schedule reflect the budgeted allocation of salaries and benefits by position and may not directly correspond to the related expenditure categories in the department budget. Benefit costs include medical premiums as well as retirement, payroll taxes, workers' compensation, and other employee benefits. While medical premiums are projected to increase by approximately 10% to 16%, changes in total benefit costs are lower because medical premiums represent only one component of overall employee benefits.

Staffing: Police Department staffing is budgeted at 48.75 FTE in 2027 and 49.75 FTE in 2028. Two Police Officer positions are funded by the Public Safety Sales Tax Fund and are included in the department's overall staffing count. The 2027 budget adds one new Police Officer beginning mid-year, reflected as 0.50 FTE, with the position becoming a full 1.00 FTE in 2028. An additional Police Officer is planned to begin mid-year 2028 and is reflected as 0.50 FTE. Beginning in 2027, one Court Marshal position is budgeted within the Police Department. Both Court Marshal positions report to the Police Department; however, the second position continues to be budgeted within Municipal Court.

Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Expenditures							
Police Administration							
Salaries	1,851,023	1,200,722	1,342,722	1,463,214	1,497,105	9%	2%
Benefits	625,962	223,630	392,231	420,090	441,154	7%	5%
Supplies	112,570	44,500	52,283	44,500	44,500	-15%	0%
Services	93,935	109,080	133,665	110,900	103,400	-17%	-7%
Operating Leases	7,342	-	-	-	-	-	-
Total Police Administration	**2,690,832**	**1,577,932**	**1,920,901**	**2,038,704**	**2,086,159**	6%	2%
Patrol Operations							
Salaries	3,604,935	3,862,824	3,849,076	3,631,852	3,900,948	-6%	7%
Benefits	1,285,685	1,282,745	1,342,903	1,305,277	1,381,127	-3%	6%
Supplies	242,864	245,700	285,887	236,700	226,700	-17%	-4%
Services	1,420,075	1,604,300	1,535,493	1,612,200	1,644,700	5%	2%
Interfund	*1,240,075*	*935,192*	*935,192*	*887,115*	*894,972*	-5%	1%
Total Patrol Operations	**6,553,559**	**6,995,569**	**7,013,358**	**6,786,029**	**7,153,475**	-3%	5%
Investigations							
Salaries	806,143	963,927	810,697	1,017,786	1,039,193	26%	2%
Benefits	290,545	326,728	280,294	295,896	313,998	6%	6%
Supplies	19,582	33,000	23,256	33,000	33,000	42%	0%
Services	72,400	91,050	86,935	86,050	83,550	-1%	-3%
Operating Leases	1,807	-	-	-	-	-	-
Total Investigations	**1,190,477**	**1,414,705**	**1,201,181**	**1,432,732**	**1,469,741**	19%	3%
Code Enforcement/Community Services							
Salaries	299,135	311,398	336,514	293,757	302,389	-13%	3%
Benefits	121,062	114,839	129,884	148,963	156,477	15%	5%
Supplies	35,611	19,000	42,440	19,000	19,000	-55%	0%
Services	50,826	40,200	137,173	146,233	146,276	7%	0%
Total Code Enforcement/Community Services	**506,635**	**485,437**	**646,012**	**607,953**	**624,142**	-6%	3%
Training and Professional Development							
Salaries - Regular	56,707	77,250	58,408	57,250	57,250	-2%	0%
Benefits	17,804	-	14,236	-	-	-100%	-
Supplies	49	1,500	49	1,500	1,500	2959%	0%
Services	43,856	72,500	102,654	77,000	77,000	-25%	0%
Total Training and Professional Development	**118,416**	**151,250**	**175,347**	**135,750**	**135,750**	-23%	0%
Police Facilities							
Supplies	4,251	5,500	4,960	5,500	5,500	11%	0%
Services	167,224	116,500	182,826	143,500	146,000	-22%	2%
Total Police Facilities	**171,475**	**122,000**	**187,785**	**149,000**	**151,500**	-21%	2%
Police Records*							
Salaries	-	476,056	548,613	499,301	511,936	-9%	3%
Benefits	-	209,659	191,569	173,083	183,928	-10%	6%
Total Police Records	**-**	**685,715**	**740,182**	**672,384**	**695,864**	-9%	3%
Other Police Costs							
Salaries	2,847	-	-	-	-	-	-
Benefits**	24,752	61,800	19,141	61,800	61,800	223%	0%
Supplies	1,912	10,000	9,000	10,000	6,000	11%	-40%
Services	861	-	-	-	-	-	-
Total Other Police Costs	**30,372**	**71,800**	**28,141**	**71,800**	**67,800**	-	-6%
Total Expenditures:	**$11,261,765**	**$11,504,408**	**$11,912,907**	**$11,894,352**	**$12,384,431**	**0%**	**4%**

Expenditure Commentary

Police Department expenditures primarily support personnel, public safety operations, investigations, community services, training, facilities, and other departmental operating needs. The 2027–2028 budget reflects planned staffing additions and continued investment in Police operations and service delivery. A comprehensive Police staffing study is planned for 2027 to evaluate current and future staffing needs, workload, deployment, and organizational structure. The study will provide additional information to support future staffing and resource allocation decisions and help ensure departmental resources are aligned with service demands and community needs.

*Prior to 2026 Police Records was included within Police Administration and is presented separately beginning in 2026.

** Benefits reported under Other Police Costs represent LEOFF retiree benefit costs.



Public Works Director
Michael P. Slevin III, P.E.

Department Overview

Engineering services provided by the Public Works Department are funded by multiple funds including the General Fund. The division is responsible for the city's transportation infrastructure system. It studies and plans for capital improvements, seeks grant funding, designs and oversees construction. It also reviews residential and commercial development plans.

The Public Works Director is also responsible for administration of the city's Surface Water Management Fund, Street Fund, and Equipment Rental Replacement Fund; costs for which are reported in these funds rather than in the General Fund.

2025 – 2026 Major Accomplishments

- Completion of Redondo Pier construction
- Completion of 24th Ave construction Segment II
- Completion of the Memorial Triangle construction
- Marina Steps construction initiated
- Arterial Traffic Calming program initiated

2027 – 2028 Goals & Priorities

- **North Hill Elementary Walkway Improvement**
  Strategic Priorities: Natural and Built Environment / Public Safety

- **Pedestrian safety improvements (SS4A Grant) throughout City**
  Strategic Priorities: Natural and Built Environment / Public Safety

- **Complete the construction of South Phase of Barnes Creek Trail (240th Street)**
  Strategic Priorities: Natural and Built Environment / Engaged and Thriving Community

- **Complete Construction of Marina Steps**
  Strategic Priorities: Natural and Built Environment / Engaged and Thriving Community

- **Complete design of final phase of 24th Ave**
  Strategic Priority: Natural and Built Environment

- **Seek grant funding for construction of Midway Park improvements**
  Strategic Priorities: Natural and Built Environment / Engaged and Thriving Community

- **Transfer citywide open space to Stormwater Utility**
  Strategic Priorities: Natural and Built Environment / Organizational Excellence

- **Complete final design of Beach Park estuary improvements**
  Strategic Priority: Natural and Built Environment

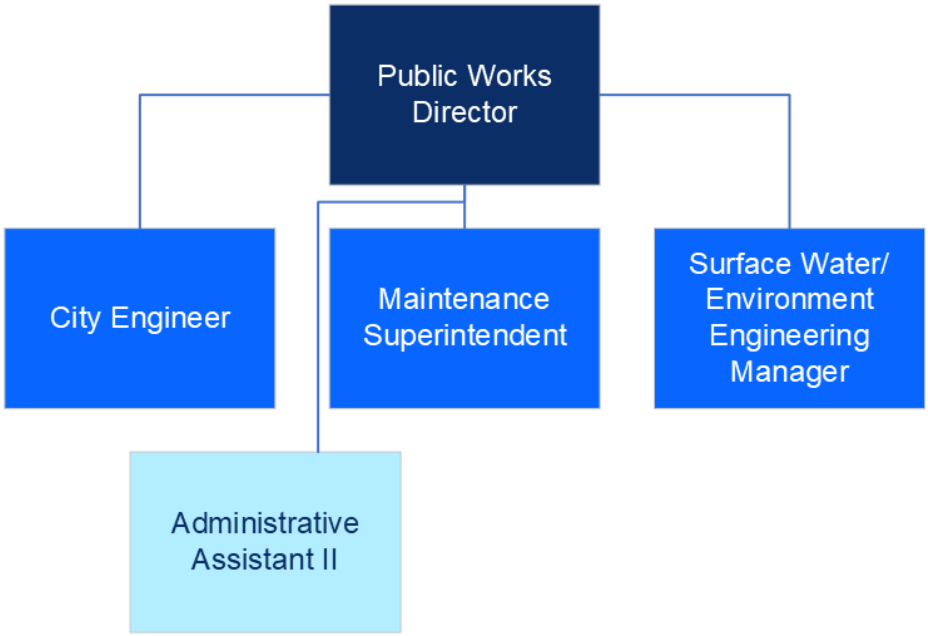
- **Prepare Facilities, Fleet, and Parks Master Maintenance Plans**
  Strategic Priorities: Organizational Excellence / Financial Stability

- **Complete Stormwater Utility Comprehensive Plan**
  Strategic Priorities: Natural and Built Environment / Financial Stability

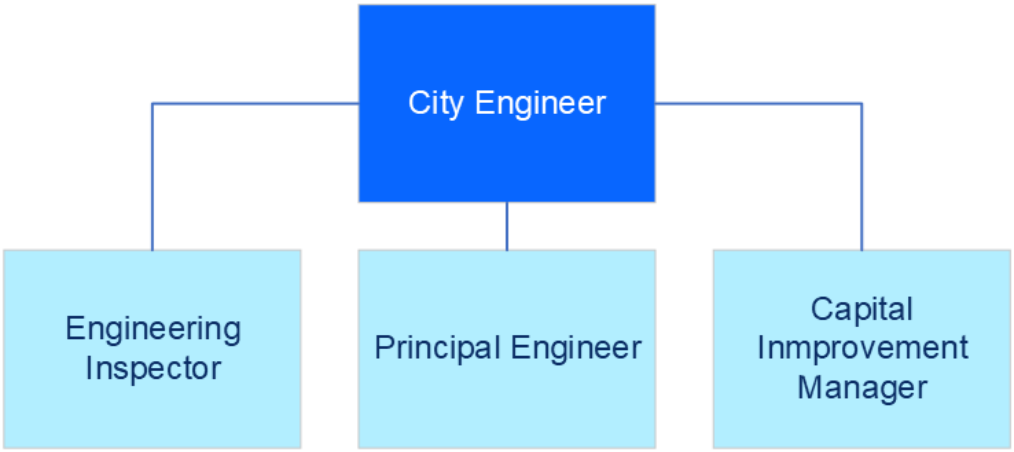
- **Complete OpenGov Software implementation to improve management of Public Works processes**
  Strategic Priorities: Organizational Excellence / Financial Stability

Organizational Chart

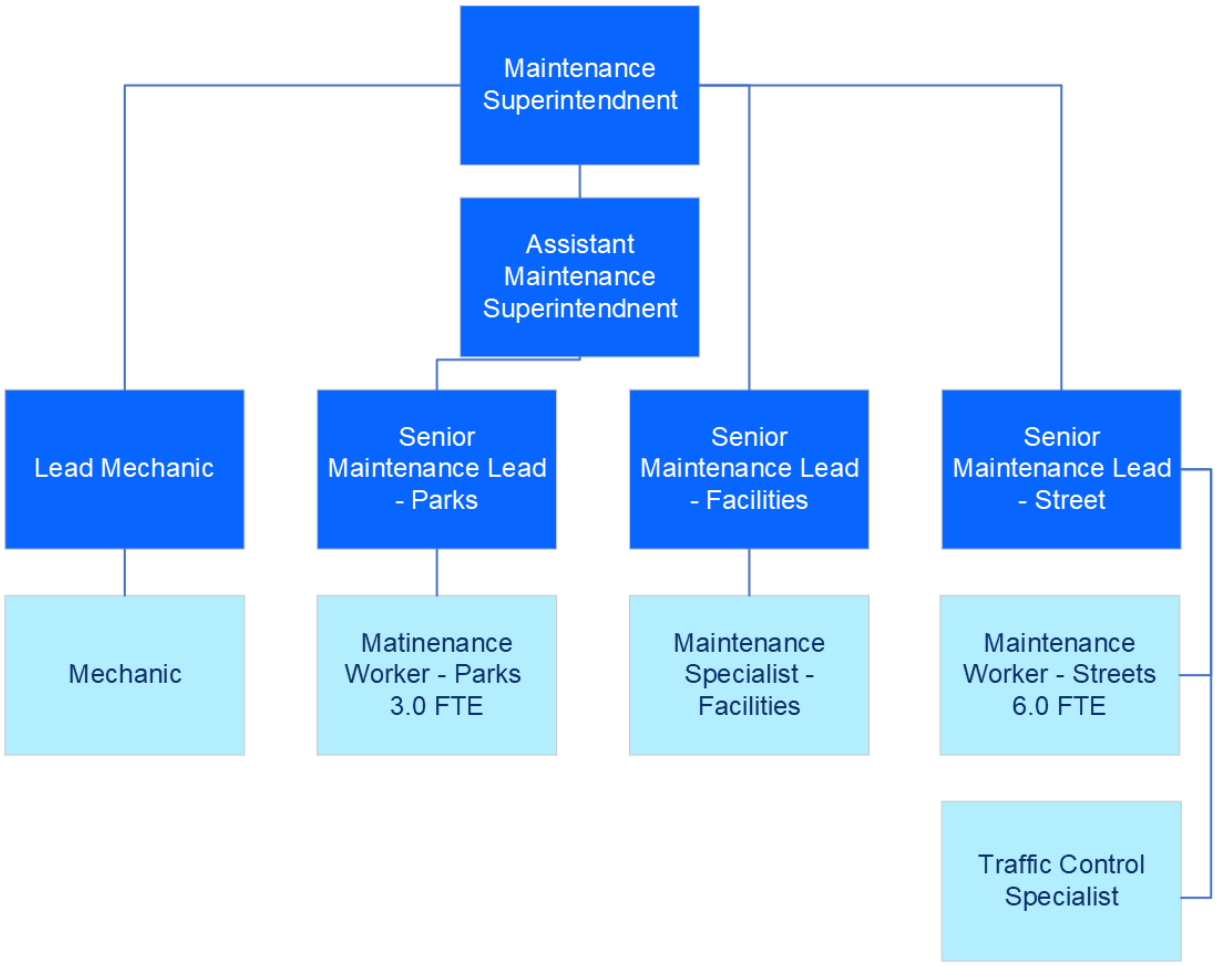
Public Works - Administration



Public Works – Engineering



Public Works – Maintenance



Note: The organizational charts reflect the overall structure of the Public Works Department, excluding the Surface Water Management division, which is presented separately with the Surface Water Management Fund. Personnel costs are allocated among the General Fund and other operating and capital funds and projects based on the services provided and the nature of the work performed. Accordingly, positions shown in these charts may be funded by more than one fund or project.

Full-Time Equivalents (FTEs)

	2026	2027 Budget			2028 Budget		
Position	**FTE**	**FTE**	**Salaries**	**Benefits**	**FTE**	**Salaries**	**Benefits**
Engineering Services							
Public Works Director	0.20	0.20	42,788	13,783	0.20	42,788	14,183
City Engineer	0.25	0.25	46,692	14,785	0.25	49,028	15,649
Principal Engineer	0.50	0.50	77,495	25,519	0.50	77,495	26,561
Capital Improvement Projects Manager	1.00	1.00	141,205	36,922	1.00	144,735	38,511
Surface Water/Environmental Engineering Manager	-	0.15	26,802	8,763	0.15	27,472	9,127
Engineering Inspector	0.05	0.05	5,714	2,261	0.05	5,714	2,365
Admin Assistant II	0.06	0.06	5,555	2,358	0.06	5,694	2,454
Total Engineering Services	**2.06**	**2.21**	**346,251**	**104,391**	**2.21**	**352,926**	**108,850**
Building Maintenance							
Public Works Director	0.05	0.05	10,697	3,445	0.05	10,697	3,542
Maintenance Superintendent	0.15	0.15	23,601	8,282	0.15	25,400	8,825
Senior Maintenance Lead - Facilities	1.00	1.00	109,986	44,238	1.00	113,286	46,085
Maintenance Specialist - Facilities	1.00	1.00	93,100	36,655	1.00	95,893	37,937
Maintenance Worker - Facilities	1.00	-	-	-	-	-	-
Admin Assistant II	0.06	0.06	5,555	2,359	0.06	5,694	2,455
Total Building Maintenance	**3.26**	**2.26**	**242,939**	**94,979**	**2.26**	**250,970**	**98,844**
Parks Maintenance							
Public Works Director	0.05	0.05	10,697	3,445	0.05	10,697	3,542
Maintenance Superintendent	0.15	0.15	23,601	8,284	0.15	25,400	8,826
Assistant Maintenance Superintendent	0.30	1.00	120,652	33,785	1.00	129,866	35,114
Senior Maintenance Lead - Parks	-	1.00	109,986	38,591	1.00	113,232	39,321
Maintenance Worker - Parks	5.00	3.00	246,147	74,097	3.00	266,242	77,587
Admin Assistant II	0.06	0.06	5,555	2,359	0.06	5,694	2,455
Total Parks Maintenance	**5.56**	**5.26**	**516,638**	**160,561**	**5.26**	**551,131**	**166,845**
Department Total	**10.88**	**9.73**	**$ 1,105,828**	**$ 359,931**	**9.73**	**$ 1,155,027**	**$ 374,539**

Note: Position costs shown in the FTE schedule reflect the budgeted allocation of salaries and benefits by position and may not directly correspond to the related expenditure categories in the department budget. Benefit costs include medical premiums as well as retirement, payroll taxes, workers' compensation, and other employee benefits. While medical premiums are projected to increase by approximately 10% to 16%, changes in total benefit costs are lower because medical premiums represent only one component of overall employee benefits.

Staffing: Public Works personnel are allocated among the General Fund and other funds based on the functions they support; therefore, the FTE schedule reflects only the portion of each position budgeted within these General Fund activities. General Fund staffing is budgeted at 9.73 FTE in both 2027 and 2028. The budget reflects an ongoing effort to dedicate maintenance positions to specific service areas, such as parks and facilities, rather than allocating individual employees across multiple functions. This approach is intended to provide clearer responsibility for service delivery and improve accountability for staffing and maintenance resources.

Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Expenditures							
Engineering Services							
Salaries	256,124	205,865	262,966	342,441	346,576	30%	1%
Benefits	79,436	52,416	79,888	104,391	108,850	31%	4%
Services	78,000	-	22,000	70,000	95,000	218%	36%
Total Engineering Services	**413,560**	**258,281**	**364,854**	**516,832**	**550,426**	42%	6%
Building Maintenance							
Salaries	237,337	273,966	190,270	255,532	261,658	34%	2%
Benefits	98,098	98,658	73,508	94,979	98,844	29%	4%
Supplies	21,700	21,000	21,700	21,000	21,000	-3%	0%
Services	122,939	141,762	131,677	99,620	130,620	-24%	31%
Total Building Maintenance	**480,073**	**535,386**	**417,154**	**471,131**	**512,122**	13%	9%
Parks Maintenance							
Salaries	440,784	406,370	532,780	540,397	575,905	1%	7%
Benefits	177,442	127,271	208,655	160,561	171,943	-23%	7%
Supplies	74,063	71,500	87,143	68,000	68,000	-22%	0%
Services	196,511	280,575	238,533	237,825	237,325	0%	0%
Total Parks Maintenance	**888,799**	**885,716**	**1,067,112**	**1,006,783**	**1,053,173**	-6%	5%
Emergency Management							
Salaries	73,783	-	-	-	-	-	-
Benefits	1,263	-	-	-	-	-	-
Supplies	619	10,750	25,978	10,750	10,750	-59%	0%
Services	4,802	23,000	11,836	83,500	28,500	605%	-66%
Total Emergency Management	**80,467**	**33,750**	**37,814**	**94,250**	**39,250**	149%	-58%
Total Expenditures:	**$ 1,862,899**	**$ 1,713,133**	**$ 1,886,934**	**$ 2,088,996**	**$ 2,154,971**	**11%**	**3%**

Public Works General Fund expenditures support engineering services, building and parks maintenance, and emergency management activities. Total expenditures are budgeted to increase in 2027 and 2028, reflecting personnel costs, changes in staff allocations, and planned operating and professional services. The 2027 budget includes $50,000 to update the City's Emergency Management Plan, which is required every five years. Other planned expenditures include CDL training for maintenance employees and security improvements at Steven J. Underwood Memorial Park. Engineering Services expenditures also increase in 2027 due to personnel allocations and increased professional services.

Department Overview

Parks and Recreation provides recreation, senior services, community events, facility rentals, arts, and partnership opportunities that strengthen community and enhance quality of life. Through programs and activities offered across City facilities, parks, and public spaces, the Department creates opportunities for residents of all ages to connect, learn, recreate, and celebrate.

The Department is committed to delivering high quality, responsive services through intentional planning, collaboration, performance evaluation, and responsible stewardship of public resources.

2025 – 2026 Major Accomplishments

- Consolidated operations into one unified department, improving coordination and service delivery by transitioning from parallel operations to an integrated team structure.
- Updated the City's sponsorship policy, creating a more consistent framework for community partnerships and expanding opportunities to support community programs and events.
- Expanded free community programming through partnerships, including two seasons of Mobile Recreation and a free World Cup soccer clinic serving more than 100 youth.
- Expanded Summer Camp KHAOS capacity by **50%**, increasing opportunities for youth participation and helping address community demand.
- Launched the Holiday Tree Lighting as a new annual citywide community event.
- Successfully transitioned the Fourth of July celebration from an evening drone show to a free daytime community celebration, broadening opportunities for family friendly participation and community engagement.

2027 – 2028 Goals & Priorities

- **Strengthen program planning and evaluation** by using participation, customer feedback, operational, and financial data to inform decisions and improve program performance.
  Strategic Priority: Organizational Excellence / Financial Stability

- **Expand recreation, enrichment, and senior programming** across City facilities to improve community access and respond to community needs.
  Strategic Priority: Engaged and Thriving Community

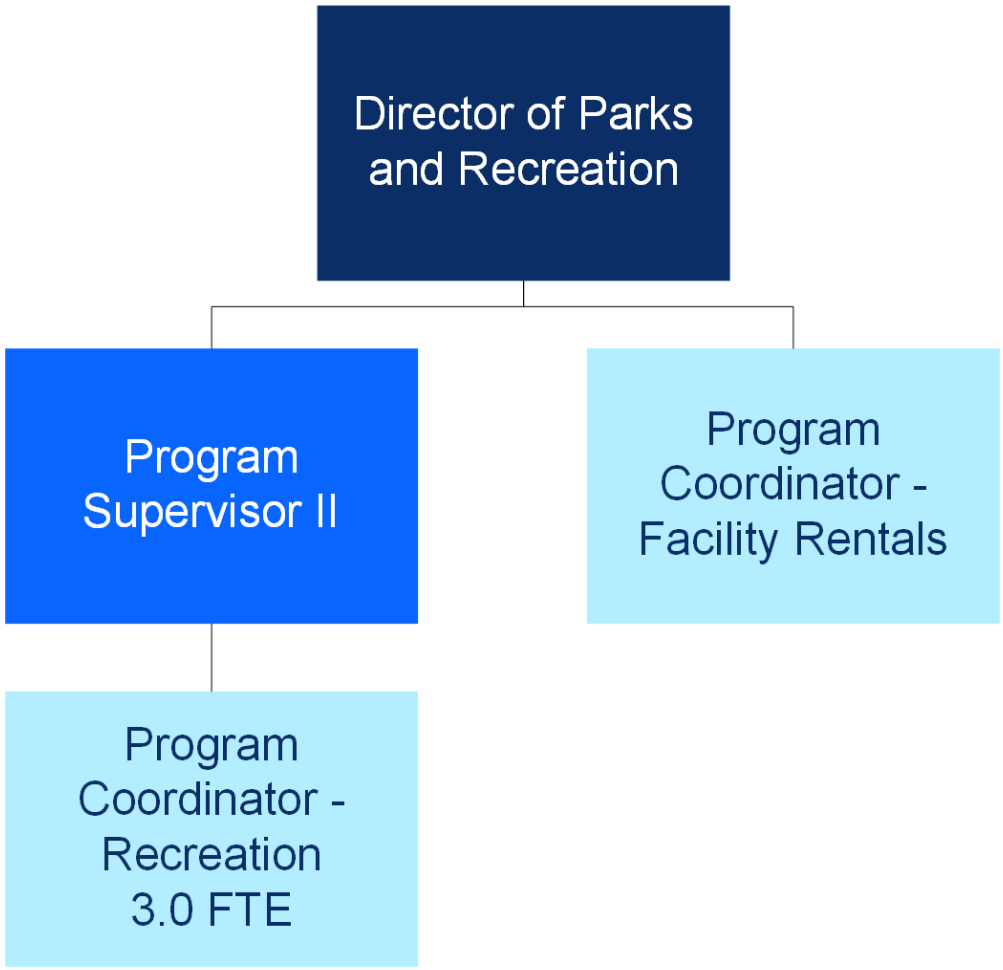
- **Increase the utilization of City facilities** through intentional program planning, community events, and facility rentals that maximize the community benefit of public spaces.
  Strategic Priority: Engaged and Thriving Community / Financial Stability

- **Develop and enhance operational standards** by maintaining current policies, procedures, fee schedules, and business practices that support consistent, efficient, and high-quality service delivery.
  Strategic Priority: Organizational Excellence / Financial Stability

- **Strengthen organizational capacity** through workforce planning, staff development, cross functional collaboration, and proactive operational planning.
  Strategic Priority: Organizational Excellence

- **Expand community partnerships and volunteer engagement** to increase community capacity, enhance programs and services, and leverage available resources.
  Strategic Priority: Engaged and Thriving Community / Organizational Excellence

Organizational Chart



Note: The Program Coordinator – Facility Rentals position is budgeted in 2027 only.

Full-Time Equivalents (FTEs)

	2026	2027 Budget			2028 Budget		
Position	**FTE**	**FTE**	**Salaries**	**Benefits**	**FTE**	**Salaries**	**Benefits**
Parks and Recreation							
Director of Parks and Recreation	-	1.00	183,767	26,775	1.00	197,772	27,295
Program Supervisor	1.00	1.00	120,652	43,032	1.00	129,866	46,324
Program Coordinator - Recreation	3.00	3.00	273,323	68,059	3.00	284,688	70,572
Program Coordinator - Facility Rentals	1.00	1.00	74,665	11,160	-	-	-
Department Total	**5.00**	**6.00**	**$ 652,407**	**$ 149,026**	**5.00**	**$ 612,326**	**$ 144,191**

Note: Position costs shown in the FTE schedule reflect the budgeted allocation of salaries and benefits by position and may not directly correspond to the related expenditure categories in the department budget. Benefit costs include medical premiums as well as retirement, payroll taxes, workers' compensation, and other employee benefits. While medical premiums are projected to increase by approximately 10% to 16%, changes in total benefit costs are lower because medical premiums represent only one component of overall employee benefits.

Staffing: Parks and Recreation staffing is budgeted at 6.00 FTE in 2027 and 5.00 FTE in 2028. The 2027 budget includes funding for a Parks and Recreation Director position and retains the Program Coordinator – Facility Rentals position. The 2028 budget provides flexibility for the new Director to evaluate the department's organizational structure, staffing needs, and service delivery and recommend appropriate staffing adjustments. Extra-hire employees supporting recreation programs are not included in the FTE count.

Revenue

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Revenue							
Activity Center	36,373	40,040	44,990	55,550	55,550	23%	0%
Before & Afterschool	47,769	65,000	51,750	-	-	-100%	-
Summer & Break Camps	183,245	200,000	280,175	325,000	325,000	16%	0%
Youth Sports	119,790	145,000	130,785	150,000	150,000	15%	0%
Recreation Activities	54,547	54,000	68,518	39,700	39,700	-42%	0%
Facility Rentals	275,961	334,325	311,385	271,555	261,555	-13%	-4%
Intergovernmental - King County	-	-	15,284	483,333	483,333	3062%	0%
Donations	4,246	1,000	15,135	-	-	-100%	-
Total Revenue:	**$ 721,931**	**$ 839,365**	**$ 918,021**	**$1,325,138**	**$1,315,138**	**44%**	**-1%**

Parks and Recreation generates revenue through recreation programs, camps, youth sports, facility rentals, and other activities. Revenue increases significantly in 2027 and 2028 due primarily to King County Parks Levy funding. Program revenues are budgeted based on anticipated participation, facility utilization, and current fee structures and may vary based on actual program activity.

Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Expenditures							
Recreation Administration							
Salaries	356,155	474,240	419,319	577,477	607,218	38%	5%
Benefits	96,001	113,221	105,443	137,866	144,191	31%	5%
Supplies	4,852	7,000	4,641	7,000	7,000	51%	0%
Services	101,787	93,825	118,284	195,225	130,075	65%	-33%
Total Recreation Administration	**558,795**	**688,286**	**647,687**	**917,568**	**888,484**	42%	-3%
Activity Center							
Salaries	22,535	77,928	26,002	35,589	32,313	37%	-9%
Benefits	2,798	14,085	3,615	16,137	3,957	346%	-75%
Supplies	11,898	12,900	12,117	15,450	15,450	28%	0%
Services	64,945	77,517	73,327	86,837	81,837	18%	-6%
Total Activity Center	**102,175**	**182,430**	**115,060**	**154,013**	**133,557**	34%	-13%
Human Services							
Human Services Needs Assessment	-	-	-	50,000	-	-	-100%
Services	206,162	150,000	123,970	150,000	150,000	21%	0%
Total Human Services	**206,162**	**150,000**	**123,970**	**200,000**	**150,000**	61%	-25%
Arts Program							
Salaries	14	-	-	-	-	-	-
Benefits	5	-	-	-	-	-	-
Supplies	-	-	200	-	-	-	-
Services	44,152	55,000	44,707	55,000	55,000	23%	0%
Total Arts Program	**44,170**	**55,000**	**44,907**	**55,000**	**55,000**	22%	0%
Youth Programs							
Salaries - Regular	45,393	36,064	52,231	29,581	29,581	-43%	0%
Salaries - Extra Hire Wages	150,540	-	202,500	178,000	160,200	-12%	-10%
Benefits	35,329	17,123	63,670	11,379	11,379	-82%	0%
Supplies	37,306	46,800	90,142	41,150	36,150	-54%	-12%
Services	5,653	17,344	30,333	73,499	30,500	142%	-59%
Total Youth Programs	**274,221**	**117,331**	**438,876**	**333,609**	**267,810**	-24%	-20%
Facility Rentals							
Salaries	241,663	223,198	204,941	99,665	-	-51%	-100%
Benefits	62,346	58,250	44,945	30,560	-	-32%	-100%
Supplies	7,058	12,000	6,849	9,000	6,500	31%	-28%
Services	149,084	109,200	190,838	209,390	131,040	10%	-37%
Total Facility Rentals	**460,151**	**402,648**	**447,572**	**348,615**	**137,540**	-22%	-61%
Events*							
Supplies	-	-	-	6,100	7,170	-	18%
Services	-	-	-	4,100	4,300	-	5%
Total Events	**-**	**-**	**-**	**10,200**	**11,470**	-	12%
Total Expenditures:	**$ 1,645,673**	**$ 1,595,695**	**$ 1,818,072**	**$2,019,005**	**$1,643,861**	**11%**	**-19%**

Expenditures Commentary

The 2027–2028 budget reflects changes in the organization and presentation of Parks and Recreation activities. Youth Programs include extra-hire wages associated with seasonal and program staffing. These costs were not included in the adopted 2026 budget as part of budget reduction efforts but are reflected in the 2026 projection and restored in the 2027–2028 budget.

Recreation Administration expenditures increase in 2027 primarily due to funding for the Parks and Recreation Director position and professional services associated with development of the Parks Master Plan, which is anticipated to be supported in part by grant funding. The budget provides a framework for continued operations while allowing a new Parks and Recreation Director to evaluate programs, staffing, and service delivery and recommend future adjustments as appropriate.

*Events, which historically were included with Facility Rentals, are presented separately beginning in 2027 to better reflect these activities.



Community Development Director
Rebecca Deming

Department Overview

Planning Division: The Planning Division is committed to serving all residents with professionalism and courtesy, ensuring that Des Moines continues to be a healthy, safe, attractive, and enjoyable place to live, work, and visit. Planning assists in developing and implementing long-range plans. The Planning Division plays a key role in shaping the future of the City's built environment by ensuring that all codes and development activities align with the city's adopted comprehensive plans and regulations. The Planning Division also works through and/or assists our Code Enforcement Officer in land use related code enforcement cases. The Planning Division prioritizes timely, accurate information and community engagement to support the city's vision for long-term growth and development.

Building Division:

The Building Division serves residents by ensuring that all development projects adhere to the adopted standards of public safety, accessibility, energy codes, and compliance with structural, electrical, plumbing, and mechanical standards. Under the direction of the Building Official, the division works in concert with the Planning Department to review, permit, and inspect development activities, ensuring compliance with the city's land use and construction codes. The Building Division also works through and/or assists Code Enforcement in several building-related code enforcement cases. The Building Division's mission is to support a safe and resilient built environment while providing exceptional customer service and fostering a collaborative approach to community development.

- Administers the City's Comprehensive Plan
- Review and approve land use applications
- Code enforcement investigations
- Facilitate pre-application meetings
- Update the City's zoning and building codes as necessary
- Review and issuance of permits
- Inspection services for issued building permits
- Administers the Joint & Minor Home Repair program, providing funding for low-income families for minor home repairs.
- Jointly provides enforcement of the City's Municipal Code, International Building Code, International Fire Code, RCW codes and WAC codes.

2025 – 2026 Major Accomplishments

- Comprehensive Plan Periodic Update Approval and Certification
- Creation of Planning Commission
- Middle Housing and ADU Code Amendments
- Issuance of EIS for Zenith Properties
- Sea-Tac Airport SAMP Responses

2027 – 2028 Goals & Priorities

- **Safety and Compliance:** Ensure all construction projects meet the minimum requirements for safety, health, energy, accessibility, general welfare, and comply with local, state, and federal regulations.
  Strategic Priorities: Public Safety / Natural and Built Environment

- **Efficiency in Permitting:** Streamline the permitting process to reduce turnaround times while maintaining local, state, and federal standards and regulations.
  Strategic Priorities: Organizational Excellence / Economic Vitality

- **Customer Service:** Continue to provide timely, accurate, and courteous service to residents, developers, and contractors, ensuring that all inquiries and applications are handled efficiently.
  Strategic Priorities: Organizational Excellence / Engaged and Thriving Community

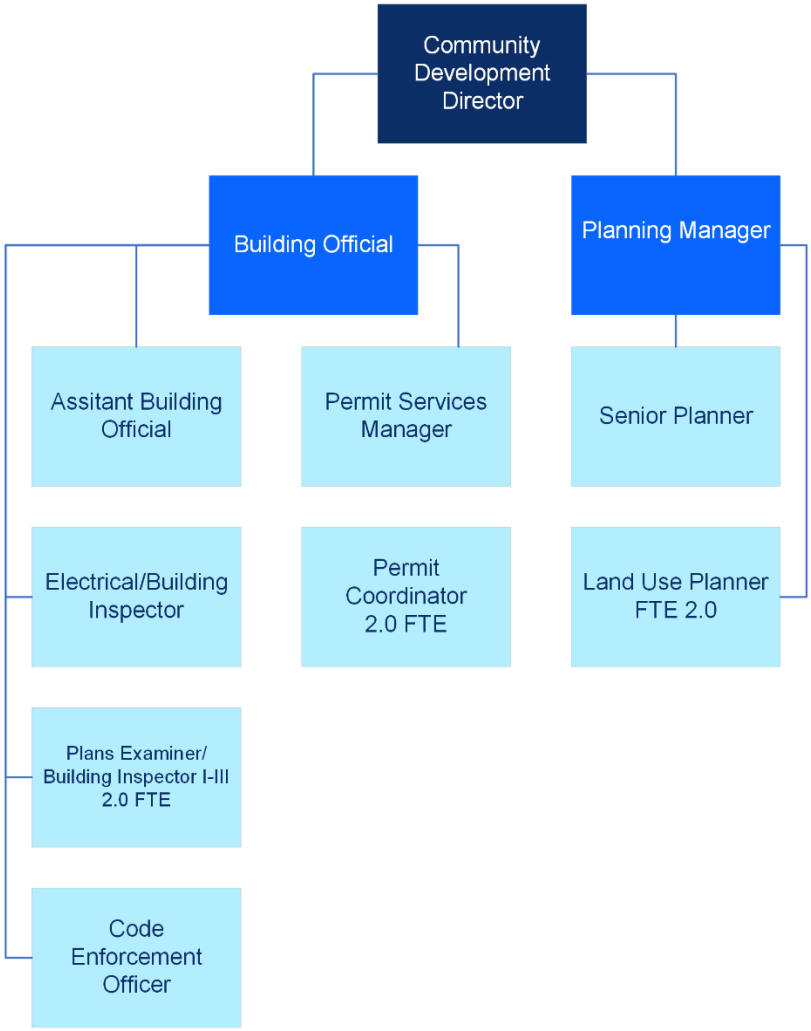
- **Implement the Comprehensive Plan:** Ensure that all development projects align with the goals and objectives outlined in the city's Comprehensive Plan, including land use, transportation, housing, and environmental sustainability.
  Strategic Priority: Natural and Built Environment

- **Community Engagement:** Increase public participation in the planning process by organizing workshops, public forums, and surveys to gather input and foster community involvement.
  Strategic Priority: Engaged and Thriving Community

- **Sustainable Growth:** Promote policies that encourage sustainable development practices, preserving natural resources and enhancing the quality of life for all residents.
  Strategic Priorities: Natural and Built Environment / Economic Vitality

- **Coordinate Review and Completion of City Projects:** Continue to collaborate with Planning, Building, Public Works, and other departments and agencies on City projects.
  Strategic Priorities: Organizational Excellence / Natural and Built Environment

Organizational Chart



Note: The organizational chart reflects the overall structure of the Community Development Department. Personnel costs are allocated between the General Fund and Development Fund based on the services provided and the nature of the work performed. Because the majority of department activities are fee-based, most personnel costs are allocated to the Development Fund.

Full-Time Equivalents (FTEs)

	2026	2027 Budget			2028 Budget		
Position	**FTE**	**FTE**	**Salaries**	**Benefits**	**FTE**	**Salaries**	**Benefits**
Planning (Tax-Based)							
Community Development Director	0.50	0.50	98,906	16,384	0.50	101,377	15,738
Total Planning (Tax-Based)	**0.50**	**0.50**	**98,906**	**16,384**	**0.50**	**101,377**	**15,738**
Building and Permits (Tax-Based)							
Building Official	1.00	1.00	165,205	56,057	1.00	169,335	58,948
Permit Coordinator	0.30	0.30	27,097	7,965	0.30	27,774	8,260
Total Building and Permits (Tax-Based)	**1.30**	**1.30**	**192,302**	**64,022**	**1.30**	**197,109**	**67,208**
Department Total	**1.80**	**1.80**	**$ 291,208**	**$ 80,406**	**1.80**	**$ 298,486**	**$ 82,946**

Note: Position costs shown in the FTE schedule reflect the budgeted allocation of salaries and benefits by position and may not directly correspond to the related expenditure categories in the department budget. Benefit costs include medical premiums as well as retirement, payroll taxes, workers' compensation, and other employee benefits. While medical premiums are projected to increase by approximately 10% to 16%, changes in total benefit costs are lower because medical premiums represent only one component of overall employee benefits.

Staffing: The FTE schedule reflects only Community Development personnel costs supported by the General Fund. Most department personnel costs are associated with fee-based development activities and are budgeted in the Development Fund. General Fund staffing totals 1.80 FTE in both 2027 and 2028 and primarily supports tax-based Planning and Building and Permitting activities.

Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Expenditures							
Planning (Tax-Based)							
Salaries	97,525	98,762	103,945	100,506	99,856	-3%	-1%
Benefits	18,685	16,589	16,785	16,384	15,738	-2%	-4%
Services	10,298	-	-	-	-	-	-
Total Planning (Tax-Based)	**126,509**	**115,351**	**120,730**	**116,890**	**115,594**	-3%	-1%
Building and Permits (Tax-Based)							
Salaries	186,132	186,667	188,273	190,135	192,820	1%	1%
Benefits	61,841	66,194	61,169	64,022	67,208	5%	5%
Total Building and Permits (Tax-Based)	**247,974**	**252,861**	**249,441**	**254,157**	**260,028**	2%	2%
Other							
Pollution Control	26,624	24,000	27,590	27,044	27,480	-2%	-
Total Other	**26,624**	**24,000**	**27,590**	**27,044**	**27,480**	-2%	2%
Total Expenditures:	**$ 401,106**	**$ 392,212**	**$ 397,761**	**$ 398,091**	**$ 403,102**	**0%**	**1%**

General Fund expenditures support the tax-based activities of Community Development, including Planning, Building and Permits, and pollution control activities. Most development-related services are fee-based and are accounted for separately in the Development Fund. General Fund expenditures remain relatively stable over the biennium, totaling approximately $398,000 in 2027 and $403,000 in 2028.

Purpose

The Non-Departmental budget accounts for General Fund revenues and expenditures that are citywide in nature or are not directly attributable to a specific operating department. These costs include certain governmental, organizational, contractual, and internal service expenses that support overall City operations.

Expenditures

	2025 Actuals	2026 Budget	2026 Projected	2027 Budget	2028 Budget	2027 vs 2026 Projected (% Change)	2028 vs. 2027 Budget (% Change)
Expenditures							
Intergovernmental Services							
Jail Services -SCORE	870,783	741,454	745,954	771,500	803,000	3%	4%
Fire Services	50,196	70,000	52,244	56,000	60,000	7%	7%
County Recording Services	4,472	5,000	6,180	8,000	10,000	29%	25%
Election Services	114,872	60,000	25,000	60,000	60,000	140%	0%
Voter Registration	107,038	130,000	116,768	120,000	125,000	3%	4%
Total Intergovernmental Services	**1,147,360**	**1,006,454**	**946,146**	**1,015,500**	**1,058,000**	7%	4%
Legal and Legislative Contracted Services							
Professional Services - Code Update	5,100	2,000	5,000	3,000	3,000	-40%	0%
Official Publication Services	1,879	1,400	1,250	2,500	2,500	100%	0%
Public Defenders	223,055	55,000	290,000	220,000	220,000	-24%	0%
Total Legal and Legislative Contracted Services	**230,033**	**58,400**	**296,250**	**225,500**	**225,500**	-24%	0%
Organizational Memberships							
Sound Cities Association	26,114	25,750	26,897	32,000	32,000	19%	0%
WA State Department of General Administration	-	510	510	510	510	0%	0%
Des Moines Chamber of Commerce	-	-	-	5,000	5,000	-	0%
Highline College Small Business Development	19,647	20,400	20,040	15,500	15,500	-23%	0%
Association Of WA Cities	27,866	28,560	58,680	60,000	60,000	2%	0%
SWKC Chamber Of Commerce	5,000	5,100	10,647	6,000	6,000	-44%	0%
Puget Sound Regional Council	11,543	11,220	11,789	12,220	12,220	4%	0%
Total Organizational Memberships	**90,170**	**91,540**	**128,563**	**131,230**	**131,230**	2%	0%
Interfund Services and Assessments							
Computer Replacement	165,414	205,989	206,766	79,320	105,337	-62%	33%
Equipment Rental Maintenance	492,787	497,921	497,921	316,790	316,790	-36%	0%
Equipment Rental Replacement	1,286,365	819,181	829,181	922,398	922,398	11%	0%
Insurance	673,202	669,860	669,860	749,434	783,647	12%	5%
Total Interfund Services and Assessments	**2,617,768**	**2,192,951**	**2,203,729**	**2,067,942**	**2,128,172**	-6%	3%
Contingency	-	50,000	-	100,000	100,000	-	0%
Total Expenditures:	**$ 4,085,331**	**$ 3,399,345**	**$ 3,574,688**	**$ 3,540,172**	**$ 3,642,902**	-1%	3%

Intergovernmental Services: The City is an owner city of the South Correctional Entity (SCORE), which provides jail services for Des Moines and its other member cities. Jail service expenditures reflect the City's annual costs associated with SCORE. Other intergovernmental expenditures include fire services, County recording services, election services, and voter registration costs.

Legal and Legislative Contracted Services: Public defender services provide legal representation for eligible individuals who are unable to afford counsel. These costs are supported by a combination of General Fund resources and the Public Safety Sales Tax Fund. The City continues to monitor public defense costs as new Washington Supreme Court standards significantly reduce allowable attorney caseloads, which is expected to increase the cost of providing these services. The new standards became effective January 1, 2026, with phased implementation permitted. State funding for locally administered public defense remains an ongoing issue, and additional state assistance has been under consideration.

Organizational Memberships: Organizational membership expenditures support the City's participation in regional, municipal, economic development, and other organizations that provide services or representation benefiting the City as a whole. These costs are budgeted in Non-Departmental because they are not attributable to a single City department.

Interfund Services and Assessments: These expenditures represent the General Fund's share of centralized services and assessments accounted for in the City's internal service funds. Major costs include equipment maintenance and replacement, computer replacement, and insurance. The City's annual insurance premium to the Washington Cities Insurance Authority (WCIA) is paid through the Self-Insurance Fund, with the General Fund assessed its share of the cost.

Contingency: The General Fund contingency account provides funding for unforeseen expenditures or unanticipated needs that arise during the fiscal year and were not included in the adopted budget. The annual appropriation has been increased from $50,000 in 2026 to $100,000 in both 2027 and 2028 to provide greater flexibility in responding to unexpected financial needs. Expenditures from this account require City Council approval.

Capital Improvements

Capital Expenditures – Definition

Capital expenditures include expenditures for buildings, land, major equipment, and other commodities that are of significant value (greater than $25,000) and have a useful life of at least five years. Anticipated major repairs/maintenance greater than $25,000 have also been included. The next year of capital spending and projects which do not meet the capital criteria are included in the annual Operating Budget.

The Capital Improvements Plan (CIP) lists each proposed project to be undertaken, the year in which it will be started, the amount expected to be expended in each year and the proposed method of financing these expenditures. Based on these details, summaries of project activities in each year can be prepared, as well as summaries of financial requirements, such as amounts of general obligation bonds to be issued, amounts of general operation funds required and any anticipated intergovernmental support, etc.

The capital improvements budget is enacted annually based on the capital improvements plan. It appropriates funding for the projects in the first year of the capital improvements plan as well as any projects started but not yet complete.

Flexibility is built into the capital improvements plan to allow for delay of projects when financing constraints make it impossible to allow for funding of the entire array of projects and to move future projects forward when financial availability makes it possible. The CIP is updated at least annually.

Capital Project Evaluation Criteria

Legal. A State or Federal mandate may require a project be implemented. Court orders and judgments concerning annexation property owners' rights, environmental protection, etc. are examples of legal requirements which may affect project prioritization.

Safety. Benefit to the environment, safety or public health of the community is evaluated. For example, all street projects concern public safety, but streets for which documented evidence of existing safety hazards are given higher priority.

Comprehensive Plan. Consistency with the city's Comprehensive Plan is important. Capital projects may directly or indirectly relate to comprehensive plan and should be consistent with the comprehensive plan.

Funding. The extent to which outside funding is available for a project or purchase is evaluated.

Related Project. Sometimes projects in one category are essential to the success of those in others. Related projects proposed by other departments or governmental jurisdictions may even effect a savings to a particular project. Coordination of street projects with utility programs within the city (or those planned by other jurisdictions) can reduce costs and minimize public inconvenience. A surface water line replacement needed in three years may be given a higher priority in order to coincide with a street resurfacing project needed immediately.

Efficiencies. Projects which substantially improve the quality of service at the same operating cost, or eliminate obsolete and inefficient facilities, or lower operating costs are given higher priority.

Economic Impact. A project may affect the local economy. Increases or decreases in property valuations may occur. Rapid growth in the area may increase the city's land acquisition costs if the project is deferred.

Public Support. Projects are generally more easily implemented if there is public demand and support for them.

Capital Improvements Plan Process

The capital improvements plan process is built around the following eight steps:

1. ***Establish administrative and policy framework for capital programming and budgeting***. The first step in implementing an effective capital improvements planning and budget process is to establish the underlying organizational and policy framework within which the process operates. All requests for capital improvements projects are submitted to the Finance Department.

2. ***Prepare inventory of existing facilities***. Each governmental unit compiles an inventory of its own physical plant. This helps to indicate the eventual need for renewal, replacements, expansion or retirement of some of the physical plants. This often is accomplished through a master plan process.

3. ***Review the status of on-going projects***. The estimated costs of these projects are reviewed to ensure accuracy and monitor the funding necessary to complete the project.

4. ***Perform financial analysis and financial programming***. Financial analysis involves the determination of the City of Des Moines' financial capability for major expenditures by examining past, present and future revenue, expenditures and municipal debt. The selection and scheduling of funding sources of these major expenditures is known as financial programming. Some of the important objectives of financial programming include:

   - Smoothing the tax rate impacts
   - Maintaining a preferred balance of debt service and current expenditures
   - Determining debt capacity and appropriate debt service levels
   - Maximizing intergovernmental aid relative to local expenditures

The intent is to come up with a level of project expenditures which the municipality can safely afford over the next several years while maintaining a minimal impact of the property tax rate and other municipal revenues.

5. ***Compile and evaluate project requests***. Once the Finance Department has completed reviewing and summarizing the CIP requests, the CIP requests are then presented to the City Council Committees (Environment Committee for Surface Water Management capital projects; Municipal Facilities Committee for Parks, Administrative and Maintenance Facilities, and Marina capital projects; Transportation Committee for Transportation capital projects) for review and prioritization based on the criteria contained in the Capital Project Criteria section.

6. ***Adopt the capital program and budget***. The City Council as a whole, reviews, modifies and adopts the Capital Improvements Plan in the summer. Continuing projects plus projects listed in the CIP to start the next fiscal year are included in the Operating Budget which council adopts before the end of the current year.

7. ***Monitoring the Capital Project Budget***. Monitoring the approved capital project budget requires appropriate actions from the Finance Department. Since capital projects often involve time-consuming activities such as bidding, site selection, and lengthy purchasing and construction delays, the actual implementation of projects may be completed somewhat later than the designated year. If funds are incomplete, it may be desirable to split the project over two funding years. An example of this would be completing the Engineering design and bid specification development in one year and the actual construction in the second year.

8. ***Modifications***. Significant change in project scope, time or costs requires a budget amendment by the City Council.

Significant Capital Improvements Projects

Marina Projects

Redondo Boarding Float Replacement Phase 2 (MCCIP0031)

This project will replace the north-side boarding floats at the Redondo Boat Launch, which were previously removed due to safety concerns. The new floats will complement the recently installed south-side boarding floats and provide a wider, safer facility for boat launch users. As the only public boat launch between Tacoma and Seattle, the Redondo Boat Launch provides important recreational access to Puget Sound. The City received a $348,750 Washington State Recreation and Conservation Office grant to support the project.

Budget: $540K

Funding Sources: WA State RCO Grant, REET 1

Seawall & Esplanade (MACIP0012)

This project provides for the planning, design, and eventual replacement of the remaining seawall and esplanade between CSR and A-Dock. The seawall is nearing the end of its useful life after years of exposure to saltwater, tides, storms, and daily use. Its continued deterioration increases maintenance needs and the risk of damage to the marina, parking areas, utilities, and other City assets. The aging esplanade also requires increasing maintenance and presents potential safety concerns. Replacement of these facilities will protect critical City infrastructure, improve public safety and accessibility, and reduce long-term maintenance needs.

Budget: $34M

Funding Sources: Marina Rates, Bonds

Tenant Restrooms/Visitor Amenity (MACIP0007)

This project will replace the Marina's existing tenant restroom facility, which is more than 50 years old, with modern facilities serving both Marina tenants and the public. The improvements will include four ADA-accessible unisex tenant restrooms with showers and one unisex public restroom. The new facilities will improve accessibility, functionality, and visitor amenities at the Marina.

Budget: $1.578M

Funding Sources: Marina Rates, One Time Tax

Public Works Projects

North Hill Elementary Walkway Improvements Project (TRCIP0021)

This project will construct approximately 800 linear feet of curb, gutter, sidewalk, ADA-accessible curb ramps, bike lanes, storm drainage improvements, retaining walls, and driver radar feedback signs along both sides of S 200th Street between 8th Avenue S and 10th Place S. The improvements support the City's non-motorized transportation priorities identified in the Comprehensive Transportation Plan and Safe Routes to School Project Report. S 200th Street is an important pedestrian corridor serving North Hill schools.

Budget: $6.021M

Funding Sources: Street Pavement Fund, WA ST Safe Routes to School Grant, Transportation Benefit District, Redondo & Automated Speed Enforcement

Midway Park (MCCIP0015)

This project provides for the design and construction of improvements to Midway Park, incorporating recently acquired parcels into the park. Midway Park is identified as a priority in the Parks, Recreation and Senior Services Master Plan and is located in the Pacific Ridge neighborhood, an area identified as highly impacted in environmental health and disparities rankings.

Budget: $10.284M

Funding Sources: Federal, State & Local Grants, Parks Levy Funds, Park In-Lieu, REET 2

6th Pl/287th St Pipe Replacement (SWCIP0029)

This project will improve the storm drainage system in the vicinity of 4th Place S, S 287th Street, and 6th Place S. Improvements will include approximately 1,670 linear feet of 12-inch storm drainpipe, 15 catch basins, four storm drain manholes, a flow splitter at 4th Place S and S 287th Street, and a diversion structure. Existing corrugated metal pipe will be replaced with new storm drainage pipe, and drainage easements may be required to complete the work. The project is identified as a high-priority project (CIP-37) in the 2015 Surface Water Management Comprehensive Plan and is intended to reduce localized flooding, replace aging infrastructure, and improve drainage conditions in the area.

Budget: $1.686M

Funding Sources: SWM Rates, KC Flood Control Grant

CITY OF DES MOINES
CIP REVENUE SOURCE SUMMARY: 2027-2032
(Amounts in Thousands)

Funding Source Name	Actuals to Date Prior Year	Actuals Current Year	Plan Year 2026	Plan Year 2027	Plan Year 2028	Plan Year 2029	Plan Year 2030	Plan Year 2031	Plan Year 2032	Total 6 Year Plan
General Fund Transfer	545	-	-	-	-	-	-	-	-	545
Arterial Pavement Fund	15	-	-	-	-	-	-	-	-	15
Franchise Fees	5,169	-	1,812	217	200	-	-	-	-	7,398
ASE (Automated Speed Enforcement) Transf	514	-	105	222	1,074	1,218	-	-	-	3,133
Transportation Benefit District Fund Transfer	1,520	4	1,755	850	600	650	700	750	800	7,625
Debt Proceeds	24,448	-	-	-	-	-	-	-	31,040	55,488
REET 1	856	14	2,593	114	477	501	62	65	77	4,745
REET 2	401	1	1,145	121	-	165	-	-	-	1,832
King County Park Levy	770	-	256	105	440	59	62	65	68	1,825
Park in-Lieu	284	-	69	-	-	-	-	-	-	353
One Time Tax	147	-	344	-	-	-	-	-	-	491
Traffic in-Lieu	594	-	490	490	-	-	570	3,252	-	5,396
Traffic Impact Fees - City Wide	1,126	-	63	239	1,000	700	-	495	59	3,682
Traffic Impact Fees - Pac Ridge	606	-	-	-	-	-	-	-	-	606
Marina Rates	2,441	1	1,411	73	3,091	-	-	-	-	7,016
Surface Water Utility	3,320	142	2,700	3,859	2,267	1,900	2,790	1,983	945	19,764
Surface Water Utility - Cost Reimbursement	6	-	192	-	-	-	-	-	-	198
Facility Repair & Replace Fund Transfer	-	-	48	71	105	201	-	-	-	425
Local Grants (Secured)	3,991	314	2,219	150	1,250	-	-	-	-	7,610
Local Grants (Unsecured)	324	-	360	150	295	470	3,510	-	5,858	10,967
State Grants (Secured)	9,221	379	7,969	1,280	3,500	350	-	-	-	22,320
State Grants (Unsecured)	-	-	-	1,163	1,624	23,197	3,400	3,431	1,174	33,989
Federal Grants (Secured)	840	-	173	500	727	1,010	-	-	-	3,250
Federal Grants (Unsecured)	-	-	-	-	4,116	-	-	-	-	4,116
Private Contributions	451	-	726	-	-	-	363	500	-	2,040
Interlocal Agreement	2,398	604	1,174	-	-	-	-	-	-	3,572
Fund Balance	41	-	-	-	-	-	-	-	-	41
Legal Settlements	13	230	876	-	-	-	-	-	-	889
Redondo Speed Enforcement	73	13	1,043	926	753	763	763	763	773	5,857
Marina Building Maintenance Fees	36	1	1	-	-	-	-	-	-	37
	60,219	**1,703**	**27,524**	**10,530**	**21,519**	**31,184**	**12,220**	**11,304**	**40,794**	**215,294**

CITY OF DES MOINES
CIP EXPENDITURE SUMMARY: 2027-2032
(Amounts in Thousands)

Major Category	Project Name	Total Current Budget	Plan Year 2026	Plan Year 2027	Plan Year 2028	Plan Year 2029	Plan Year 2030	Plan Year 2031	Plan Year 2032
Building Facility Projects	Founders' Lodge	357	284	121	-	-	-	-	-
Building Facility Projects	LED Exterior Lighting	90	-	-	-	94	-	-	-
Building Facility Projects	City Hall Canopy Repairs	102	-	-	-	107	-	-	-
Building Facility Projects	Service Center Material Storage Improvements	405	-	33	294	-	-	-	-
Building Facility Projects	Service Center Fueling Station Canopy & Fuel Tank Replacemen	1,643	-	-	245	1,497	-	-	-
Building Facility Projects	Citywide Mechanical & HVAC Equipment and Roofing Replaceme	350	50	53	56	59	62	65	68
Building Facility Projects	Activity Center Roof & Solar	247	17	-	-	-	-	-	-
Building Facility Projects	PW Service Center and PD Vehicle Gates	48	48	-	-	-	-	-	-
Building Facility Projects	IT Main Office HVAC System	-	-	71	-	-	-	-	-
Building Facility Projects	City Fiber Loop Completion	1,390	-	1,390	-	-	-	-	-
Building Facility Projects Total		**4,632**	**399**	**1,668**	**595**	**1,757**	**62**	**65**	**68**
Marina Capital Improvements	Marina Dredging	857	-	-	-	-	-	-	-
Marina Capital Improvements	Dock Electrical Replacements	246	-	61	61	122	-	-	-
Marina Capital Improvements	Marina Dock Replacement	13,117	2,483	-	-	-	-	-	-
Marina Capital Improvements	Tenant Restroom Replacement	806	1,560	-	-	-	-	-	-
Marina Capital Improvements	CSR Roof Replacement	79	-	-	-	-	-	-	-
Marina Capital Improvements	Marina Dock Ferry Electrification	-	117	-	-	-	-	-	-
Marina Capital Improvements	Marina Small Projects	-	12	12	-	-	-	-	-
Marina Capital Improvements	Seawall and Esplanade	-	-	-	3,030	-	-	-	31,040
Marina Capital Improvements Total		**15,105**	**4,172**	**73**	**3,091**	**122**	**-**	**-**	**31,040**
Municipal Capital Improvements	DMBP Sun Home Lodge Rehab	1,017	-	-	-	142	-	-	825
Municipal Capital Improvements	Field House Play Equipment	752	-	-	-	-	-	-	-
Municipal Capital Improvements	Redondo Fishing Pier	5,588	3,257	-	-	-	-	-	-
Municipal Capital Improvements	Midway Park	6,367	242	-	6,841	-	-	-	-
Municipal Capital Improvements	Redondo Restroom	2,612	131	-	-	-	-	-	-
Municipal Capital Improvements	Police HVAC	1,912	-	-	242	1,785	-	-	-
Municipal Capital Improvements	City Hall Parking Lot	517	-	-	-	49	499	-	-
Municipal Capital Improvements	N. Side Redondo Floats	475	524	-	-	-	-	-	-
Municipal Capital Improvements	Midway Park Youth Soccer Field	30	53	-	384	-	-	-	-
Municipal Capital Improvements	Redondo Esplanade Improvements	40	-	26	306	1,800	-	-	-
Municipal Capital Improvements	Cliff Ave Connector	36	-	26	356	2,729	-	-	-
Municipal Capital Improvements	SJU Light Repair	15	-	-	-	-	-	-	-
Municipal Capital Improvements	Field House Lighting Upgrades	15	76	-	-	-	-	-	-
Municipal Capital Improvements	Field House Exterior Painting	-	74	-	-	-	-	-	-
Municipal Capital Improvements	Parks Maintenance (Levy Funded)	-	51	53	56	59	62	65	68
Municipal Capital Improvements	Marina, Beach Park Paid Parking	360	6	-	-	-	-	-	-
Municipal Capital Improvements	Marina Steps & Promenade	12,888	11,127	-	-	-	-	-	-
Municipal Capital Improvements	City Hall Suite A Restroom & Kitchen	-	254	-	-	-	-	-	-
Municipal Capital Improvements Total		**32,624**	**15,795**	**105**	**8,185**	**6,564**	**561**	**65**	**893**
Surface Water Management Capit	24th Ave Pipeline Replacement/Upgrade	1,335	14	-	-	-	-	-	-
Surface Water Management Capit	DMMD 208th to 212th Pipe Project	1,770	59	-	-	-	-	-	-
Surface Water Management Capit	S. 200th St. Drainage Improvements	51	193	-	-	-	-	-	-
Surface Water Management Capit	Service Center Material Storage Improvments	102	-	11	91	-	-	-	-
Surface Water Management Capit	5th Ave/212th Street Pipe Upgrade	1,813	312	1,494	-	-	-	-	-
Surface Water Management Capit	216th Pl./ Marine View Dr. Pipe Upgrade	631	24	-	-	-	-	-	-
Surface Water Management Capit	Des Moines Creek Estuary Restoration	18,731	497	309	208	12,636	-	-	-
Surface Water Management Capit	Massey Creek Pocket Estuary and Fish Passage	132	3	-	-	-	-	-	-
Surface Water Management Capit	6th Pl/287th Street Pipe Replacement	1,623	128	1,270	-	-	-	-	-
Surface Water Management Capit	232nd St (10th to 14th) Pipe Project	1,245	-	-	281	964	-	-	-
Surface Water Management Capit	16th Ave S Ditch Decommissioning & Stormwater Improvement	1,428	1,403	-	-	-	-	-	-
Surface Water Management Capit	KDM/16th Ave B Pipe Project	1,864	32	425	1,408	-	-	-	-
Surface Water Management Capit	Pipe Repair and Replacement Project Program	3,077	495	457	479	502	526	551	551
Surface Water Management Capit	MVD Pond Retrofit	1,238	154	1,112	-	-	-	-	-
Surface Water Management Capit	13th Ave S Bioswale Retrofit	234	-	50	197	-	-	-	-
Surface Water Management Capit	Wooton Park Parcel Acquisition	486	16	-	-	-	-	-	-
Surface Water Management Capit	Beach Park Hillside Pipe Replacement	64	-	194	-	-	-	-	-
Surface Water Management Capit	North Hill Storm Improvements	2,339	-	-	-	434	1,905	-	-
Surface Water Management Capit	Midway Storm Improvements	1,044	-	-	-	-	263	781	-
Surface Water Management Capit	Saltwater Highlands Pond Retrofit	572	-	-	-	-	96	476	-
Surface Water Management Capit	240th Street (MVD to 11th Pl) Pipe Project	-	-	-	-	-	-	175	395
Surface Water Management Capit	Marina Steps Bioretention Planters	-	177	-	-	-	-	-	-
Surface Water Management Capital Total		**39,779**	**3,507**	**5,322**	**2,664**	**14,536**	**2,790**	**1,983**	**946**

CITY OF DES MOINES
CIP EXPENDITURE SUMMARY: 2027-2032
(Amounts in Thousands)

Major Category	Project Name	Total Current Budget	Plan Year 2026	Plan Year 2027	Plan Year 2028	Plan Year 2029	Plan Year 2030	Plan Year 2031	Plan Year 2032
Transportation Projects	Street Pavement Preservation	12,322	1,051	1,106	1,156	1,206	1,256	1,306	1,356
Transportation Projects	ADA Compliance Program	484	39	62	62	72	72	72	82
Transportation Projects	Guardrail Program	228	37	28	28	28	28	28	28
Transportation Projects	S 224th St Improvements	914	-	243	670	-	-	-	-
Transportation Projects	Downtown Alley Improvement	791	789	-	-	-	-	-	-
Transportation Projects	Barnes Creek Trail	10,322	7,819	213	-	-	-	-	-
Transportation Projects	16th Ave - Seg 5A	204	-	-	-	-	204	-	-
Transportation Projects	24th Ave S. Improvements Project (Segment 2)	9,988	1,335	-	-	-	-	-	-
Transportation Projects	Marine View Dr / South 240th St. Intersection Improvement	2,178	-	-	-	-	585	1,537	-
Transportation Projects	Arterial Traffic Calming	848	129	280	107	107	107	107	107
Transportation Projects	South 240th Street Improvements - Segment 1	7,550	-	-	-	950	6,600	-	-
Transportation Projects	North Hill Elementary Walkway Improvements	5,422	889	4,121	-	-	-	-	-
Transportation Projects	Kent-Des Moines Rd - Seg 2	7,269	-	-	-	-	-	995	6,274
Transportation Projects	30th Ave S Improvements - South Segments	6,156	-	-	1,096	5,550	-	-	-
Transportation Projects	South 240th Street Improvements - Segment 3	5,890	-	-	-	-	940	4,950	-
Transportation Projects	S 223rd Strt Complete Street Impr	1,381	-	637	-	-	-	-	-
Transportation Projects	24th Ave S Improvements - Segment 1	-	515	943	5,774	2,105	-	-	-
Transportation Projects	Safe Streets for All	-	61	718	-	1,173	-	-	-
Transportation Projects Total		**71,947**	**12,664**	**8,351**	**8,893**	**11,191**	**9,792**	**8,995**	**7,847**
Grand Total		**164,087**	**36,537**	**15,519**	**23,427**	**34,170**	**13,205**	**11,108**	**40,794**

Debt

Debt Service

Debt service funds are used to account for principal and interest payments. Debt is used by the City as a means of financing capital improvements. By extending the repayment of debt over the anticipated useful life of the improvement, the cost is more equitably spread among the citizens who benefit from the improvement.

Bonds are sold and the proceeds are used to pay for the construction of capital improvements. The bonds are repaid over a period of time from taxes, fees, or other revenue sources identified for that purpose.

The City of Des Moines has issued three types of debt for general government purposes.

- Limited Tax General Obligation (LTGO) Bonds (also called Councilmatic Bonds) can be issued with approval of City Council. The debt is repaid from existing general revenues of the City.
- Intergovernmental Bonds, which are backed by the full faith and credit of the City of Des Moines. In 2019, the City went from a host City for the SCORE jail to an owner City. As a host City, the City's allocable share of SCORE debt was reflected as an intergovernmental loan. With this change to an owner City, the City's allocable share of the SCORE debt is reflected as intergovernmental bonds.
- Governmental Loans, which the City of Des Moines has one Public Works Trust Fund loan.

When the City issues debt, a thorough review of the City's financial condition is completed by bond rating agencies. Based on their findings, the bonds are given a rating. The City's bond rating is a reflection of creditworthiness and affects the cost to the City of issuing debt. The City of Des Moines currently holds an AA bond rating from S&P Global Ratings, which was most recently awarded in May 2025.

	Issue Date	Maturity Date	Interest Rate	Original Amount	Outstanding Debt 12/31/2025	2025 Standard & Poor Rating
Limited Tax General Obligation (LTGO) Bonds						
2018 New Money Bonds	9/6/2018	12/1/2038	3.00% - 4.00%	$ 3,105,000	$ 2,285,000	AA
2018 Refunding Bonds	9/6/2018	12/1/2028	3.00% - 4.00%	5,285,000	1,800,000	AA
2023 Bonds	10/19/2023	12/1/2052	5%	24,505,000	24,505,000	AA
Total General Obligation Bonds				**32,895,000**	**28,590,000**	
Intergovernmental Bonds						
SCORE PDA 2019 Refunding Bonds	12/11/2019	12/1/2038	3.00% - 5.00%	$ 3,073,511	$ 2,363,452	
Public Works Trust Fund Loans						
2009 PWTF Loan - Gateway Construction	1/26/2009	7/1/2028	0.50%	$ 1,000,000	$ 95,588	

Debt Capacity

General Purpose Councilmatic Debt - The City Council may approve bond issues without voter approval up to 1.5% of the City's assessed valuation. Councilmatic debt must be approved by a majority of the City Council and must be repaid from existing operational revenue sources. In 2025, the City Council could levy up to $103,560,947, or 1.5% of the City's estimated assessed value. Because the City currently has outstanding Councilmatic debt of $35,980,167, the remaining Councilmatic debt capacity for 2025 is $67,580,780.

Limited Tax General Obligation (LTGO) Bonds

City of Des Moines, Washington
Legal Debt Limit

Legal debt margin calculation for fiscal year 2025 (not in thousands)		
Assessed value (1)	6,904,063,147	1
GENERAL PURPOSES		
Limit of 2.5% of Assessed Value	172,601,579	
Councilmatic:		
Statutory Capacity (1.5% of Assessed Value)	103,560,947	
Outstanding debt(2):		
GO bonds outstanding	30,953,452	2
GO notes and loans	95,588	3
Capital leases	-	4
Compensated Absences	2,566,342	6
OPEB	1,787,024	7
Net pension liabilities	640,112	
Total outstanding debt	36,042,518	
Less:		
Amounts available in debt service funds	(62,351)	
Total applicable debt	35,980,167	
Excess of Voted Debt over 1%	-	
Remaining capacity without a vote	67,580,780	
Voter Approved:		
Statutory Capacity (2.5% of Assessed Value)	172,601,579	
Capacity Net Councilmatic Use	136,621,411	
Less:		
GO Bonds Outstanding	-	
Remaining capacity with a vote	136,621,411	

Sources:
(1) See historical assessed valuations
(2) See financial statements debt footnote.

Note: The total indebtedness for general purposes with or without a vote cannot exceed 2.5% of the value of taxable property. The general purposes indebtedness includes debt for capital leases without a vote. The legal limit for capital leases debt (RCW 35.42.200) is included in the 2.5 percent and does not constitute extra allowable debt.

The 1.5 percent is the maximum limit for general purposes without a vote (councilmatic debt). A council may choose to allocate any portion of this debt capacity to the "voted" category. If done so, this 1.5 percent of the indebtedness available without vote is to be proportionately reduced by the excess "voted" debt over 1 percent.

2018 LTGO Bonds (New Money and Refunding)

2018 LTGO "New Money" bonds were issued to pay or reimburse a portion of the costs of the design, construction, improvement, renovation and/or replacement of a bulkhead located near the City marina and other related public amenities and capital improvements.

2018 LTGO refunding bonds were issued to refund the City's outstanding 2008A and 2008B bonds. The net proceeds from the Refunding Bonds were used to purchase United States government securities. Those securities were deposited into a refunding trust account with a trust account to pay the full outstanding principal and interest on the 2008A and 2008B bonds. As a result of this transaction, the 2008A and 2008B bonds are considered to be paid in full and the liability for those bonds have been removed from the City's financial statements.

Payments on the bonds have historically been made by the General Fund, the Street Maintenance Fund, and the Marina Fund. Beginning in 2025, the City will use Real Estate Excise Tax (REET) to pay the General Fund portion of the debt service.

The interest rate on the bonds range from 3% to 4%.

	Real Estate Excise tax (REET)			Street Maintenance Fund			Marina			Total		
Year	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Debt Service
2026	$ 135,000	$ 91,400	$ 226,400	$ 157,385	$ 19,707	$ 177,092	$ 417,615	$ 52,293	$ 469,908	$ 710,000	$ 163,400	$ 873,400
2027	145,000	86,000	231,000	164,228	13,412	177,640	435,772	35,588	471,360	745,000	135,000	880,000
2028	150,000	80,200	230,200	171,071	6,843	177,914	453,929	18,157	472,087	775,000	105,200	880,200
2029	155,000	74,200	229,200	-	-	-	-	-	-	155,000	74,200	229,200
2030	160,000	68,000	228,000	-	-	-	-	-	-	160,000	68,000	228,000
2031 - 2035	905,000	238,600	1,143,600	-	-	-	-	-	-	905,000	238,600	1,143,600
2036 - 2040	635,000	51,400	686,400	-	-	-	-	-	-	635,000	51,400	686,400
Totals	$ 2,285,000	$ 689,800	$ 2,974,800	$ 492,684	$ 39,962	$ 532,646	$ 1,307,317	$ 106,038	$ 1,413,355	$ 4,085,001	$ 835,800	$ 4,920,801

2023 LTGO Bonds

2023 LTGO bonds were issued to pay or reimburse the costs of design and construction of the marina steps which will connect the marina to the City's downtown, the replacement of a restroom at the Redondo pier, the design and construction of the memorial flag triangle, the replacement of three docks at the marina, the restoration of the Redondo pier, and the purchase and installation of new parking systems at the marina and Redondo pier locations

Payments on the 2023 LTGO bonds are funded by parking proceeds from the new parking systems, Real Estate Excise Tax, One-time Tax, and the Marina. One-time tax is Sales Tax and Business and Occupation tax provided by construction projects taking place in the City that have a permit value of $15 million or more. The Marina's portion of the debt service relates only to the dock replacement project.

The interest rate on the bonds is 5%.

	Parking Proceeds			REET			One-Time Tax			Marina			Total		
Year	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Debt Service
2026	$ -	$ 250,000	$ 250,000	$ -	$ 371,863	$ 371,863	$ -	$ 50,000	$ 50,000	$ -	$ 570,312	$ 570,312	$ -	$ 1,242,175	$ 1,242,175
2027	-	250,000	250,000	-	371,863	371,863	-	50,000	50,000	-	570,312	570,312	-	1,242,175	1,242,175
2028	-	250,000	250,000	-	371,863	371,863	-	50,000	50,000	-	570,312	570,312	-	1,242,175	1,242,175
2029	66,482	183,518	250,000	163,615	451,642	615,257	13,296	36,704	50,000	206,606	570,312	776,918	450,000	1,242,175	1,692,175
2030	70,072	179,928	250,000	172,829	443,780	616,609	14,014	35,986	50,000	218,084	559,982	778,066	475,000	1,219,675	1,694,675
2031 - 2035	404,912	845,088	1,250,000	996,106	2,078,962	3,075,067	80,982	169,018	250,000	1,258,000	2,625,558	3,883,558	2,740,000	5,718,625	8,458,625
2036 - 2040	555,470	694,530	1,250,000	1,475,305	1,844,644	3,319,949	111,094	138,906	250,000	1,818,131	2,273,295	4,091,426	3,960,000	4,951,375	8,911,375
2041 - 2045	761,887	488,113	1,250,000	2,249,860	1,441,401	3,691,260	152,377	97,623	250,000	2,685,875	1,720,739	4,406,615	5,850,000	3,747,875	9,597,875
2046 - 2050	972,863	277,137	1,250,000	2,872,908	818,399	3,691,308	194,573	55,427	250,000	3,429,656	976,999	4,406,655	7,470,000	2,127,963	9,597,963
2051 - 2055	1,158,036	91,964	1,250,000	535,875	42,556	578,431	231,607	18,393	250,000	1,634,481	129,800	1,764,282	3,560,000	282,713	3,842,713
Totals	$ 3,989,723	$3,510,277	$ 7,500,000	$ 8,466,499	$8,236,970	$16,703,469	$ 797,945	$ 702,055	$1,500,000	$11,250,834	$10,567,623	$21,818,456	$24,505,000	$23,016,925	$ 47,521,925

Intergovernmental Bonds

South Correctional Entity (SCORE)

On March 25, 2009, the Cities of Auburn, Burien, Des Moines, Federal Way, Renton, SeaTac and Tukwila, Washington (Member Cities) entered into a SCORE Facility Interlocal Agreement (as amended and restated on October 1, 2009, the "2009 Interlocal Agreement") pursuant to chapter 39.34 RCW (Interlocal Cooperation Act) to jointly construct, equip, maintain and operate a consolidated regional misdemeanant correctional facility located in Des Moines, Washington (SCORE Facility) to serve the parties to the 2009 Interlocal Agreement and state agencies and other local governments (Subscribing Agencies) to provide correctional services essential to the preservation of the public health, safety and welfare. To carry out the purposes of the 2009 Interlocal Agreement and to operate, manage and maintain the SCORE Facility, the Member Cities formed the South Correctional Entity (SCORE), a separate governmental administrative agency pursuant to the 2009 Interlocal Agreement and RCW 39.34.030(3).

The 2009 Interlocal Agreement named the City of Des Moines as the "Host City" and the remaining Member Cities as the "Owner Cities". Pursuant to a separate "Host City Agreement" dated October 1, 2009, the Host City will not enjoy the same equity position as the Owner Cities until all debts issued are paid and the Host City fulfills all of its obligations as outlined in the Host City Agreement. Pursuant to SCORE financial policies, all unexpended funds or reserve funds shall be distributed based on the percentage of the Member City's average daily population at the SCORE Facility for the last three (3) years regardless of its Owner City or Host City status.

SCORE and the SCORE Facility may serve the Member Cities and Subscribing Agencies which are in need of correctional facilities. Any agreement with a Subscribing Agency shall be in writing and approved by SCORE as provided within the SCORE Formation Interlocal Agreement.

SCORE, as a governmental administrative agency formed under the Interlocal Cooperation Act, is not expressly authorized to issue bonds. To finance and refinance the costs of the SCORE Facility, the City of Renton, Washington, chartered the South Correctional Entity Facility Public Development Authority as a public corporation pursuant to RCW 35.21.730 through 35.21.757 (Public Corporation Act) and Ordinance No.5444, passed on February 2, 2009 (Charter Ordinance).

2009 Bonds. The SCORE PDA issued its Bonds, Series 2009A (2009A Bonds) and Bonds, Series 2009B (Taxable Build America Bonds—Direct Payment) (2009B Bonds, and, together the 2009 Bonds) on November 4, 2009 in the aggregate principal amount of $86,235,000. Proceeds of the 2009 Bonds were used to finance a portion of the costs of acquiring, constructing, developing, equipping and improving the SCORE Facility, to capitalize interest during construction, and to pay costs of issuance for the 2009 Bonds.

Pursuant to the 2009 Interlocal Agreement and the ordinances of each city, each Owner City (which includes the Cities of Auburn, Burien, Federal Way, Renton, SeaTac, and Tukwila) is obligated to budget for and pay its share, and only its share, of the principal of and interest on the 2009 Bonds as the same become due and payable (referred to as each Owner City's 2009 Capital Contribution). Each Owner City's obligation to pay its 2009 Capital Contribution is an irrevocable, unconditional full faith and credit obligation of such Owner City, payable from regular property taxes levied within the constitutional and statutory authority provided without a vote of the electors of the Owner City on all of the taxable property within the Owner City and other sources of revenues available therefor.

Subsequent Activities: Refunding of 2009 Bonds and Amendment and Restatement of Interlocal Agreement. Pursuant to the 2009 Interlocal Agreement, on September 5, 2018, the City of Federal Way gave its notice of intent to withdraw from SCORE effective December 31, 2019. The remaining Member Cities (including the cities of Auburn, Burien, Des Moines, Renton, SeaTac and Tukwila) entered into an Amended and Restated SCORE Interlocal Agreement (2019 Interlocal Agreement), which amended and restated the 2009 Interlocal Agreement in its entirety, removed Federal Way as a Member City (effective December 31, 2019) and an Owner City (effective immediately), added the City of Des Moines as an Owner City, terminated the Host City Agreement, and made other revisions to provide for the issuance of bonds to refund the 2009 Bonds.

On December 11, 2019, the Authority issued its Refunding Bonds, Series 2019 in the aggregate principal amount of $51,055,000 (2019 Bonds). The 2019 Interlocal Agreement became effective on the date of issuance of the 2019 Bonds. Proceeds of the 2019 Bonds were used, together with a contribution from Federal Way to fully pay its 2009 Capital Contribution, to defease and refund all of the outstanding 2009 Bonds.

As a result, Federal Way has satisfied its 2009 Capital Contribution and, as of December 31, 2019, will no longer be considered a Member City of SCORE.

Pursuant to the 2019 Interlocal Agreement and the ordinances of each city, each remaining Owner City (including the Cities of Auburn, Burien, Des Moines, Renton, SeaTac, and Tukwila) is obligated to budget for and pay its share, and only its share, of the principal of and interest on the 2019 Bonds as the same become due and payable (referred to as each Owner City's 2019 Capital Contribution). Each Owner City's obligation to pay its 2019 Capital Contribution is an irrevocable, unconditional full faith and credit obligation of such Owner City, payable from regular property taxes levied within the constitutional and statutory authority provided without a vote of the electors of the Owner City on all of the taxable property within the Owner City and other sources of revenues available therefor. The City of Federal Way is not obligated, under the 2019 Interlocal Agreement or otherwise, to pay debt service on the 2019 Bonds or other debt of the Authority.

The interest rate on the 2019 bonds range from 3.0% to 5.0%.

	SCORE Debt Service (Des Moines share)		
Year	Principal	Interest	Total
2026	$ 136,052	$ 99,291	$ 235,343
2027	142,975	92,488	235,463
2028	149,898	85,340	235,238
2029	157,423	77,845	235,268
2030	165,550	69,973	235,523
2031 - 2035	947,849	228,799	1,176,648
2036 - 2040	663,705	42,408	706,113
Totals	$ 2,363,452	$ 696,144	$ 3,059,596

Public Works Trust Fund Loan

A Public Works Trust Fund (PWTF) loan is a low-interest or interest-free loan from the Washington State Public Works Board (PWB) to local governments for public works projects. PWTF loans are used to create, repair, or replace infrastructure, such as water and sewer facilities.

Public Works Trust Fund loans outstanding at year-end 2025 are as follows:

2009 loan to provide funding for the Des Moines Transportation Gateway Project which called for arterial widening and improvements along various sections of S.216th St.

Delinquent payments shall be assessed a penalty equal to twelve percent (12%) per year.

The interest rate on the loan is 0.50%.

Loan payments are made using Real Estate Excise Tax.

	2009 PWTF Loan		
Year	Principal	Interest	Total
2026	31,863	478	32,341
2027	31,863	319	32,182
2028	31,863	159	32,022
Totals	$ 95,589	$ 956	$ 96,545

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Appendix

- Glossary

Abatement: A reduction or elimination of a real or personal property tax, motor vehicle excise, a fee, charge, or special assessment imposed by a governmental unit. Granted only on application of the person seeking the abatement and only by the committing governmental unit.

Accounting System: The total structure of records and procedures that identify, record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, account groups, and organizational components.

Accrual Basis: The recording of the financial effects on a government of transactions and other events and circumstances that have cash consequences for the government in the periods in which those transactions, events and circumstances occur, rather than only in the periods in which cash is received or paid by the government.

Accrued Interest: The amount of interest that has accumulated on the debt since the date of the last interest payment, and on the sale of a bond, the amount accrued up to but not including the date of delivery (settlement date). (See Interest)

Annual Budget: A budget applicable to a single fiscal year.

Appropriation: A legal authorization from the community's legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

Assessed Valuation: A value assigned to real estate or other property by a government as the basis for levying taxes.

Audit: An examination of a community's financial systems, procedures, and data by a certified public accountant (independent auditor), and a report on the fairness of financial statements and on local compliance with statutes and regulations. The audit serves as a valuable management tool in evaluating the fiscal performance of a community.

Balance Sheet: A statement that discloses the assets, liabilities, reserves and equities of a fund or governmental unit at a specified date.

Balanced Budget: A budget situation where budgeted resources are equal to or greater than budgeted expenditures.

Biennial Budget: A budget applicable to a fiscal biennium.

Biennium: A two-year period.

Bond: A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year.

Bond Rating (Municipal): A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poors, use rating systems, which designate a letter or a combination of letters and numerals where AAA is the highest rating and C1 is a very low rating.

Budget: A plan for allocating resources to support particular services, purposes and functions over a specified period of time. (See Performance Budget, Program Budget)

Capital Assets: All real and tangible property used in the operation of a government, which is not easily converted into cash, and has an initial useful life extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure such as roads, bridges, water and sewer lines; easements; buildings and building improvements; vehicles, machinery and equipment. Communities typically define capital assets in terms of a minimum useful life and a minimum initial cost. (See Fixed Assets)

Capital Budget: An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method of financing each recommended expenditure, i.e., tax levy or rates, and identify those items that were not recommended. (See Capital Assets, Fixed Assets)

Cash: Currency, coin, checks, postal and express money orders and bankers’ drafts on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

Cash Basis: Cash basis is an “Other Comprehensive Basis of Accounting” as prescribed by the State Auditor’s Office. Revenues are recognized when received, and expenditures are generally recognized when amounts are paid. An exception is that, per State Law, the City’s books will remain open for 20 days after the end of the year for the payment of goods and services received in the prior year.

Collective Bargaining: The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor union, regarding wages, hours and working conditions.

Consumer Price Index: The statistical measure of changes, if any, in the overall price level of consumer goods and services. The index is often called the "cost-of-living index."

Debt Service: The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

DMMC: Des Moines Municipal Code

Enterprise Funds: An enterprise fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of the total cost of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery--direct, indirect, and capital costs--are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the "surplus" or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.

Expenditure: An outlay of money made by municipalities to provide the programs and services within their approved budget.

Fiduciary Funds: Repository of money held by a municipality in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and other funds. These include pension (and other employee benefits) trust funds, investment trust funds, private-purpose trust funds, and agency funds.

Fixed Assets: Long-lived, assets such as buildings, equipment and land obtained or controlled as a result of past transactions or circumstances.

Fixed Costs: Costs that are legally or contractually mandated such as retirement, FICA/Social Security, insurance, debt service costs or interest on loans.

Fund: An accounting entity with a self-balancing set of accounts that are segregated for the purpose of carrying on identified activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

Fund Balance: The excess of a funds' total assets over its total liabilities. A negative fund balance is often referred to as a deficit.

Fund Accounting: Organizing financial records into multiple, segregated locations for money. A fund is a distinct entity within the municipal government in which financial resources and activity (assets, liabilities, fund balances, revenues, and expenditures) are accounted for independently in accordance with specific regulations, restrictions or limitations. Examples of funds include the general fund and enterprise funds.

General Fund: The fund used to account for most financial resources and activities governed by the normal appropriation process.

General Obligation Bonds: Bonds issued by a municipality for purposes allowed by statute that are backed by the full faith and credit of its taxing authority.

Governing Body: A board, committee, commission, or other executive or policymaking body of a municipality or school district.

Indirect Cost: Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.

LEOFF: Law Enforcement Officers' and Fire Fighters' Retirement System — Washington State's pension system for eligible law enforcement officers and firefighters.

Line-Item Budget: A budget that separates spending into categories, or greater detail, such as supplies, equipment, maintenance, or salaries, as opposed to a program budget.

LTGO: Limited Tax General Obligation — Debt backed by the City's general taxing authority without a voter-approved increase in property taxes. Also commonly referred to as councilmanic debt.

Operating Budget: A plan of proposed expenditures for personnel, supplies, and other expenses for the coming fiscal year.

Overlapping Debt: A community's proportionate share of the debt incurred by an overlapping government entity, such as a regional school district, regional transit authority, etc.

PBPW: Planning, Building, and Public Works

Purchased Services: The cost of services that are provided by a vendor.

REET: Real Estate Excise Tax - A tax imposed on the sale of real property. REET revenues are generally restricted to eligible capital projects and related purposes under state law.

Refunding of Debt: Transaction where one bond issue is redeemed and replaced by a new bond issue under conditions generally more favorable to the issuer.

SCORE: South Correctional Entity — A regional jail facility jointly owned and operated by participating South King County cities to provide correctional services.

SWM: Surface Water Management — City services and infrastructure related to stormwater collection, drainage, water quality, and compliance with environmental requirements.

Tax Rate: The amount of property tax stated in terms of a unit of the municipal tax base; for example, $0.85 per $1,000 of assessed valuation of taxable real and personal property.

TBD: Transportation Benefit District — A special-purpose district authorized to collect revenues for eligible transportation improvements and maintenance.

CITY ATTORNEY'S FIRST DRAFT 10/20/2026

DRAFT ORDINANCE NO. 26-105

AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON adopting the final biennial budget for the City of Des Moines, Washington, for the fiscal years ending December 31, 2027 and December 31, 2028, in summary form, ratifying and confirming revenues and expenditures previously implemented for fiscal year 2026, as such revenues and expenditures form the basis for development of the budget for fiscal years 2027 and 2028, approving revenues and expenditures for fiscal years 2027 and 2028, and temporarily suspending the effect of any ordinance, code provision or other City requirement with which the fund adjustments and transfers proposed by the City Manager for the 2026 budget might be inconsistent.

WHEREAS, the City Manager for the City of Des Moines has prepared and submitted the preliminary biennial budget for the fiscal years ending December 31, 2027 and December 31, 2028, to the City Council and has filed these budgets with the City Clerk, and

WHEREAS, the City Council finds that the City Manager's proposed budget for fiscal years 2027 and 2028 reflects revenues and expenditures that are intended to ensure provision of vital municipal services at acceptable levels, and

WHEREAS, the City Council finds that the City Manager's proposed biennial budget for fiscal years 2027 and 2028 appropriately relies upon anticipated year-end balances derived from revenues and expenditures previously approved and authorized by the City Council as part of the City's budget for fiscal year 2026, and

WHEREAS, the City Council finds that the fund adjustments and transfers proposed by the City Manager for fiscal years 2027 and 2028 are necessary and in the public's interest, and

WHEREAS, a preliminary public hearing was held on October 29, 2026, to take public comment with respect to the proposed 2027/2028 biennial budget, and

WHEREAS, notice of the public hearing was given to the public in accordance with law and the preliminary public hearing was held on the 29th day of October, 2026, and all persons wishing to be heard were heard, and

WHEREAS, by motion regularly passed, the Des Moines City Council scheduled the final public hearing for November 12, 2026, to take public comment with respect to the proposed 2027/2028 biennial budget, and

WHEREAS, notice of the public hearing was given to the public in accordance with law and the final public hearing was held on the 12th day of November, 2026, and all persons wishing to be heard were heard; now therefore,

THE CITY COUNCIL OF THE CITY OF DES MOINES ORDAINS AS FOLLOWS:

Sec. 1. The findings set forth in the preamble to this Ordinance are hereby adopted and incorporated by reference.

Sec. 2. Based on the findings adopted herein, the City Council temporarily suspends the effect of any ordinance, code provision or other City requirement with which the fund adjustments and transfers proposed by the City Manager for the 2027/2028 biennial budget might be inconsistent.

Sec. 3. The fund adjustments and transfers proposed by the City Manager for fiscal year 2026 which are incorporated in the biennial budget for fiscal years 2027/2028, are hereby authorized and approved by the City Council.

Sec. 4. Because the City's biennial budget for fiscal years 2027/2028 rely upon anticipated year-end fund balances or shortages derived from revenues collected and expenditures incurred in fiscal year 2026, the City Council hereby ratifies and confirms all revenues, from whatever source derived, and expenditures incurred by the City to the extent such revenues and expenditures are in accordance with the City's biennial budget for fiscal year 2026 or any subsequent budget amendments formally approved by the City Council.

Sec. 5. The City Council hereby adopts, affirms and approves any and all revenues, from whatever source derived, and expenditures as referenced in the attached biennial budget for fiscal years 2027/2028.

Sec. 6. The final biennial budget for the City of Des Moines' fiscal years 2027/2028 is hereby adopted and approved in summary form as set forth in the attached Appendix "A", which is by this reference incorporated herein

Sec 7. Severability - Construction.

(1) If a section, subsection, paragraph, sentence, clause, or phrase of this Ordinance is declared unconstitutional or invalid for any reason by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

(2) If the provisions of this Ordinance are found to be inconsistent with the other provisions of the Des Moines Municipal Code, this Ordinance is deemed to control.

Sec 8. Effective date. This Ordinance shall take effect and be in full force (5) five days after its final passage by the Des Moines City Council.

PASSED BY the City Council of the City of Des Moines this ___ day of November, 2026 and signed in authentication thereof this ___ day of November, 2026.

_____
M A Y O R

APPROVED AS TO FORM:

_____
City Attorney

ATTEST:

_____
City Clerk

Published: _____

2027 PRELIMINARY BUDGET SUMMARY OF SOURCES AND USES				
	Fund	Projected Beginning Cash Balance	Revenues	Total Resources
	General Fund	**$ 3,074,460**	**$ 27,980,820**	**$ 31,055,280**
Special Revenue Funds	Street Fund	2,041,632	2,777,000	4,818,632
	Street Pavement Fund	65,439	600,000	665,439
	Public Safety Sales Tax Fund	1,000	540,000	541,000
	Development Fund	1,995,392	3,527,430	5,522,822
	Police Drug Seizure Fund	129,966	26,000	155,966
	Lodging Excise Tax Fund	129,201	102,000	231,201
	Affordable Housing Sales Tax Fund	91,013	37,000	128,013
	Redondo Zone Fund	17,332	150,630	167,962
	Waterfront Zone Fund	111,393	425,610	537,003
	PBPW Automation Fee Fund	661,827	215,000	876,827
	Urban Forestry Fund	-	5,000	5,000
	Nuisance Property Abatement Fund	40,832	3,600	44,432
	ASE-Automated Speed Enforcement Fund	19,781	810,000	829,781
	Redondo Speed Enforcement Fund	869,055	500,000	1,369,055
	Transport Benefit District Fund	783,475	1,220,000	2,003,475
	Total Special Revenue Funds	**6,957,339**	**10,939,270**	**17,896,609**
Debt Service Funds	Reet 2 Eligible Debt Service Fund	9,199	209,824	219,023
	2023 LTGO Bond Debt Service Fund	(0)	672,368	672,368
	2018 Ltgo & Refunding Bonds Fund	53,075	231,000	284,075
	Total Debt Service Funds	**62,274**	**1,113,192**	**1,175,466**
Capital Projects Funds	REET 1st Quarter % Fund	912,969	570,000	1,482,969
	REET 2nd Quarter % Fund	411,614	530,000	941,614
	Park Levy Fund	242,038	588,333	830,371
	Park In Lieu Fund	339,532	50,000	389,532
	One-Time Tax Revenues Fund	899,192	30,000	929,192
	Municipal Capital Improvements Fund	8,158,287	305,000	8,463,287
	Transportation Capital Improvements Fund	8,969,662	3,966,000	12,935,662
	Traffic In Lieu Fund	834,034	7,500	841,534
	Traffic Impact - City Wide Fund	1,774,381	425,000	2,199,381
	Traffic Impact Pacific Ridge Fund	743,652	15,000	758,652
	Total Capital Projects Funds	**23,285,360**	**6,486,833**	**29,772,193**
Enterprise Funds	Marina Fund	9,804,812	6,294,877	16,099,689
	Surface Water Fund	10,470,892	8,124,500	18,595,392
	Total Enterprise Funds	**20,275,704**	**14,419,377**	**34,695,081**
Internal Service Funds	Equipment Rental Operations Fund	824,021	766,495	1,590,516
	Equipment Rental Replacement Fund	4,402,146	1,779,538	6,181,684
	Facility Repair & Replacement Fund	912,752	217,000	1,129,752
	Computer Replacement Fund	1,562,507	246,539	1,809,046
	Self-Insurance Fund	563,196	1,276,564	1,839,760
	Unemployment Insurance Fund	600,099	65,000	665,099
	Total Internal Service Funds	**8,864,721**	**4,351,136**	**13,215,857**
	TOTAL BUDGET - ALL FUNDS	**$ 62,519,858**	**$ 65,290,628**	**$ 127,810,486**

2027 PRELIMINARY BUDGET SUMMARY OF SOURCES AND USES

	Fund	Expenditures	Projected Ending Cash Balance	Total Uses
	General Fund	**$ 27,726,974**	**$ 3,328,305**	**$ 31,055,280**
Special Revenue Funds	Street Fund	3,512,611	1,306,021	4,818,632
	Street Pavement Fund	553,321	112,118	665,439
	Public Safety Sales Tax Fund	540,000	1,000	541,000
	Development Fund	3,915,622	1,607,200	5,522,822
	Police Drug Seizure Fund	20,500	135,466	155,966
	Lodging Excise Tax Fund	17,800	213,401	231,201
	Affordable Housing Sales Tax Fund	37,000	91,013	128,013
	Redondo Zone Fund	132,333	35,629	167,962
	Waterfront Zone Fund	471,813	65,190	537,003
	PBPW Automation Fee Fund	228,714	648,113	876,827
	Urban Forestry Fund	5,000	-	5,000
	Nuisance Property Abatement Fund	2,500	41,932	44,432
	ASE-Automated Speed Enforcement Fund	630,067	199,714	829,781
	Redondo Speed Enforcement Fund	865,482	503,573	1,369,055
	Transport Benefit District Fund	1,700,000	303,475	2,003,475
	Total Special Revenue Funds	**12,632,763**	**5,263,846**	**17,896,609**
Debt Service Funds	Reet 2 Eligible Debt Service Fund	209,824	9,199	219,023
	2023 LTGO Bond Debt Service Fund	672,365	3	672,368
	2018 Ltgo & Refunding Bonds Fund	231,000	53,075	284,075
	Total Debt Service Funds	**1,113,189**	**62,277**	**1,175,466**
Capital Projects Funds	REET 1st Quarter % Fund	414,668	1,068,301	1,482,969
	REET 2nd Quarter % Fund	633,524	308,090	941,614
	Park Levy Fund	588,333	242,038	830,371
	Park In Lieu Fund	-	389,532	389,532
	One-Time Tax Revenues Fund	50,000	879,192	929,192
	Municipal Capital Improvements Fund	158,000	8,305,287	8,463,287
	Transportation Capital Improvements Fund	6,876,000	6,059,662	12,935,662
	Traffic In Lieu Fund	350,000	491,534	841,534
	Traffic Impact - City Wide Fund	239,000	1,960,381	2,199,381
	Traffic Impact Pacific Ridge Fund	-	758,652	758,652
	Total Capital Projects Funds	**9,309,525**	**20,462,668**	**29,772,193**
Enterprise Funds	Marina Fund	6,189,989	9,909,700	16,099,689
	Surface Water Fund	9,998,300	8,597,092	18,595,392
	Total Enterprise Funds	**16,188,289**	**18,506,792**	**34,695,081**
Internal Service Funds	Equipment Rental Operations Fund	873,124	717,392	1,590,516
	Equipment Rental Replacement Fund	1,568,000	4,613,684	6,181,684
	Facility Repair & Replacement Fund	423,000	706,752	1,129,752
	Computer Replacement Fund	429,000	1,380,046	1,809,046
	Self-Insurance Fund	1,108,456	731,304	1,839,760
	Unemployment Insurance Fund	20,000	645,099	665,099
	Total Internal Service Funds	**4,421,580**	**8,794,277**	**13,215,857**
	TOTAL BUDGET - ALL FUNDS	**$ 71,392,320**	**$ 56,418,165**	**$ 127,810,486**

2028 PRELIMINARY BUDGET SUMMARY OF SOURCES AND USES

	Fund	Projected Beginning Cash Balance	Revenues	Total Resources
	General Fund	**$ 3,328,305**	**$ 28,220,757**	**$ 31,549,062**
Special Revenue Funds	Street Fund	1,306,021	2,777,000	4,083,021
	Street Pavement Fund	112,118	650,000	762,118
	Public Safety Sales Tax Fund	1,000	540,000	541,000
	Development Fund	1,607,200	2,382,072	3,989,272
	Police Drug Seizure Fund	135,466	26,000	161,466
	Lodging Excise Tax Fund	213,401	102,000	315,401
	Affordable Housing Sales Tax Fund	91,013	39,000	130,013
	Redondo Zone Fund	35,629	121,130	156,759
	Waterfront Zone Fund	65,190	424,610	489,800
	PBPW Automation Fee Fund	648,113	215,000	863,113
	Urban Forestry Fund	-	5,000	5,000
	Nuisance Property Abatement Fund	41,932	3,600	45,532
	ASE-Automated Speed Enforcement Fund	199,714	810,000	1,009,714
	Redondo Speed Enforcement Fund	503,573	500,000	1,003,573
	Transport Benefit District Fund	303,475	1,220,000	1,523,475
	Total Special Revenue Funds	**5,263,846**	**9,815,412**	**15,079,258**
Debt Service Funds	Reet 2 Eligible Debt Service Fund	9,199	209,940	219,139
	2023 LTGO Bond Debt Service Fund	3	672,368	672,371
	2018 Ltgo & Refunding Bonds Fund	53,075	230,205	283,280
	Total Debt Service Funds	**62,277**	**1,112,513**	**1,174,790**
Capital Projects Funds	REET 1st Quarter % Fund	1,068,301	570,000	1,638,301
	REET 2nd Quarter % Fund	308,090	530,000	838,090
	Park Levy Fund	242,038	923,333	1,165,371
	Park In Lieu Fund	389,532	50,000	439,532
	One-Time Tax Revenues Fund	879,192	30,000	909,192
	Municipal Capital Improvements Fund	8,305,287	6,725,000	15,030,287
	Transportation Capital Improvements Fund	6,059,662	5,415,000	11,474,662
	Traffic In Lieu Fund	491,534	7,500	499,034
	Traffic Impact - City Wide Fund	1,960,381	425,000	2,385,381
	Traffic Impact Pacific Ridge Fund	758,652	15,000	773,652
	Total Capital Projects Funds	**20,462,668**	**14,690,833**	**35,153,501**
Enterprise Funds	Marina Fund	9,909,700	6,566,502	16,476,202
	Surface Water Fund	8,597,092	6,886,540	15,483,632
	Total Enterprise Funds	**18,506,792**	**13,453,042**	**31,959,834**
Internal Service Funds	Equipment Rental Operations Fund	717,392	766,495	1,483,887
	Equipment Rental Replacement Fund	4,613,684	1,759,632	6,373,316
	Facility Repair & Replacement Fund	706,752	-	706,752
	Computer Replacement Fund	1,380,046	273,656	1,653,702
	Self-Insurance Fund	731,304	1,334,754	2,066,058
	Unemployment Insurance Fund	645,099	65,000	710,099
	Total Internal Service Funds	**8,794,277**	**4,199,537**	**12,993,814**
	TOTAL BUDGET - ALL FUNDS	**$ 56,418,165**	**$ 71,492,094**	**$ 127,910,259**

	Fund	Expenditures	Projected Ending Cash Balance	Total Uses
	General Fund	**$ 28,095,757**	**$ 3,453,305**	**$ 31,549,062**
Special Revenue Funds	Street Fund	3,486,358	596,663	4,083,021
	Street Pavement Fund	224,322	537,797	762,118
	Public Safety Sales Tax Fund	540,000	1,000	541,000
	Development Fund	3,839,310	149,961	3,989,272
	Police Drug Seizure Fund	20,500	140,966	161,466
	Lodging Excise Tax Fund	17,800	297,601	315,401
	Affordable Housing Sales Tax Fund	39,000	91,013	130,013
	Redondo Zone Fund	132,842	23,917	156,759
	Waterfront Zone Fund	443,723	46,078	489,800
	PBPW Automation Fee Fund	157,060	706,053	863,113
	Urban Forestry Fund	5,000	-	5,000
	Nuisance Property Abatement Fund	2,500	43,032	45,532
	ASE-Automated Speed Enforcement Fund	907,030	102,684	1,009,714
	Redondo Speed Enforcement Fund	690,271	313,302	1,003,573
	Transport Benefit District Fund	1,450,000	73,475	1,523,475
	Total Special Revenue Funds	**11,955,716**	**3,123,542**	**15,079,258**
Debt Service Funds	Reet 2 Eligible Debt Service Fund	209,940	9,199	219,139
	2023 LTGO Bond Debt Service Fund	672,365	6	672,371
	2018 Ltgo & Refunding Bonds Fund	230,200	53,080	283,280
	Total Debt Service Funds	**1,112,505**	**62,285**	**1,174,790**
Capital Projects Funds	REET 1st Quarter % Fund	542,273	1,096,028	1,638,301
	REET 2nd Quarter % Fund	512,240	325,850	838,090
	Park Levy Fund	923,333	242,038	1,165,371
	Park In Lieu Fund	-	439,532	439,532
	One-Time Tax Revenues Fund	50,000	859,192	909,192
	Municipal Capital Improvements Fund	8,743,646	6,286,641	15,030,287
	Transportation Capital Improvements Fund	7,447,000	4,027,662	11,474,662
	Traffic In Lieu Fund	-	499,034	499,034
	Traffic Impact - City Wide Fund	1,000,000	1,385,381	2,385,381
	Traffic Impact Pacific Ridge Fund	-	773,652	773,652
	Total Capital Projects Funds	**19,218,492**	**15,935,009**	**35,153,501**
Enterprise Funds	Marina Fund	9,002,879	7,473,323	16,476,202
	Surface Water Fund	7,563,859	7,919,772	15,483,632
	Total Enterprise Funds	**16,566,739**	**15,393,096**	**31,959,834**
Internal Service Funds	Equipment Rental Operations Fund	874,006	609,881	1,483,887
	Equipment Rental Replacement Fund	883,000	5,490,316	6,373,316
	Facility Repair & Replacement Fund	-	706,752	706,752
	Computer Replacement Fund	105,000	1,548,702	1,653,702
	Self-Insurance Fund	1,157,878	908,180	2,066,058
	Unemployment Insurance Fund	20,000	690,099	710,099
	Total Internal Service Funds	**3,039,884**	**9,953,930**	**12,993,814**
	TOTAL BUDGET - ALL FUNDS	**$ 79,989,092**	**$ 47,921,168**	**$ 127,910,259**

PROPOSED 2027/2028 BIENNIAL BUDGET

Des Moines
WATERLAND CITY

November 12, 2026

THE BUDGET PROCESS

Since August, Council, residents and staff have shaped the proposed 2027–2028 budget.



AUG 6	AUG 18	SEPT 12	OCT 1	OCT 29	NOV 12 · TONIGHT
Council Sets Priorities Public safety staffing, easier development, Marina direction and stronger reserves.	**Community Input** Budget town hall with 37 residents, plus CAB input on what matters most.	**Budget Workshop** Council reviewed cost pressures, the $2.0M gap, investments and revenue options.	**Preliminary Budget** Balanced 2027–2028 budget submitted to Council; individual briefings through October.	**First Reading** Public hearing and first reading of the budget ordinance.	**Adoption** Second public hearing, second reading and consideration of budget adoption.

Des Moines
WATERLAND CITY

27-28 Council Selected Priorities

- **Public Safety Staffing**
- **Make Des Moines Easier to Develop**
- **Set a Long-Term Direction for the Marina**
- **Strengthen Fund Balance Reserves**

ALSO IDENTIFIED AS PRIORITIES

- Dedicated communications staff
- Leverage technology for efficiency and better data/metrics

Des Moines
WATERLAND CITY

Expenditures

Charting Our Course

Investments by Priority (1 of 2)

Investment	Funding	2027	2028
PUBLIC SAFETY · *Expanding frontline capacity*			
(2) Police Officers*	Public Safety Sales Tax / Grants	$76,162	$225,317
Drone Replacement	Equipment Replacement Fund	$20,000	$20,000
K-9 Patrol	Grant Funding	$0	$25,000
Police Staffing Study	General Fund	$75,000	$0
ECONOMIC VITALITY · *Making development easier*			
Permit Services Manager (1.0 FTE)*	Development Fund	$159,205	$164,836
FINANCIAL STABILITY · *Stronger reserves and contingency*			
Strengthen Fund Balance Reserves	General Fund	$125,000	$125,000
Build Contingency Funding	General Fund	$100,000	$100,000
MARINA · *Economic Vitality + Natural & Built Environment*			
Marina Master Plan	Marina Funds	$350,000	$0
South Seawall Engineering Design & PM	Marina Funds	$75,000	$3,030,000

*Personnel costs include salary and employer-paid benefits. Police officer costs reflect delayed hiring in 2027. Reserve contribution brings fund balance to approx. 18.3% (2027) and 18.4% (2028).

Des Moines
WATERLAND CITY

Charting Our Course

Investments by Priority (2 of 2)

Investment	Funding	2027	2028
ENGAGED & THRIVING COMMUNITY · *Communications and Parks & Recreation*			
Communications Manager (1.0 FTE)*	General Fund (repurposed position)	$172,740	$180,558
Parks & Recreation Director*	General Fund / Parks Levy (repurposed)	$232,076	$236,306
Parks Maintenance (1.0 FTE)*	Parks Levy Fund	$108,732	$111,176
Parks & Recreation Master Plan	Grant / General Fund	$65,000	$0
ORGANIZATIONAL EXCELLENCE · *Modernizing core systems*			
Microsoft Licenses for Cloud Migration	General Fund	$45,000	$20,000
Tyler Cloud Subscription	General Fund	$50,000	$50,000
Tyler Munis to Cloud	Computer Replacement Fund	$120,000	$0
NATURAL & BUILT ENVIRONMENT · *Streets and tree canopy*			
Streetlight Fixtures	Streets Fund	$80,000	$30,000
Tree Canopy Program	Surface Water Management Fund	$150,000	$150,000

*Personnel costs include salary and employer-paid benefits. Repurposing the Communications Manager position saves approx. $65,000 per year; the Parks & Recreation Director's net new cost is approx. $80,000 per year. The City has applied for $125,000 in grant funds for the Parks & Recreation Master Plan.

Des Moines
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Revenues

General Fund Revenue

Key Revenue Assumptions for 2027–2028

A balanced and realistic forecast based on current trends and known information.

Property Tax
1% increase

Sales Tax
2% growth

Utility Taxes
Moderate increase

B&O Tax
Stable

Franchise Payments
Negotiated increase

Gambling Tax
$300,000 new revenue

Red Light Running Infractions
Continued decline

One-Time Taxes
Decrease

These assumptions reflect a conservative and balanced approach.

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WATERLAND CITY

General Fund Revenue Overview

Revenue Source	2026 Revised Budget	2026 Projected	2027 Proposed Budget	2028 Proposed Budget	2027 vs. 2026 Projected	
					$ Change	% Change
Taxes	$18,510,000	$19,550,979	$19,594,023	$19,866,618	**$43,044**	**0.2%**
Charges for Services	$2,297,447	$2,540,897	$2,468,785	$2,439,727	**($72,112)**	**-2.8%**
Fines and Penalties	$1,201,000	$1,443,526	$854,000	$849,200	**($589,526)**	**-40.8%**
Franchise Payments	$2,188,000	$1,986,262	$2,515,000	$2,540,000	**$528,738**	**26.6%**
Licenses and Permits	$470,000	$471,068	$467,201	$467,201	**($3,867)**	**-0.8%**
Other	$1,478,606	$1,818,676	$2,081,811	$2,058,011	**$263,135**	**14.5%**
Total General Fund Revenue	**$26,145,053**	**$27,811,408**	**$27,980,820**	**$28,220,757**	**$169,412**	**0.6%**

Total General Fund revenue is projected to increase $169,412 (0.6%)

from the 2026 projected amount. Higher franchise fees and other revenue are largely offset by lower fines and penalties.

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General Fund Financial Overview

General Fund	2027 Proposed	2028 Proposed
Projected Beginning Cash	$3,074,460	$3,328,306
Revenue	$27,980,820	$28,220,757
Expenditures	$27,726,974	$28,095,757
Revenue Over (Under) Expenditures	**$253,846**	**$125,000**
Projected Ending Cash	**$3,328,306**	**$3,453,306**

Revenue exceeds expenditures

$254K / $125K

in 2027 / 2028

Ending cash grows

+$378,846

over the biennium

Projected ending cash, 2028

$3.45M

up from $3.07M at the start of 2027

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Marina Fund Financial Overview

Marina Fund	2027 Proposed	2028 Proposed
Projected Beginning Cash	$9,804,812	$9,909,700
Revenue	$6,294,877	$6,566,502
Expenditures	$6,189,989	$9,002,879
Revenue Over (Under) Expenditures	**$104,888**	**($2,436,377)**
Projected Ending Cash	**$9,909,700**	**$7,473,323**

2027 operating result

+$104,888

revenue exceeds expenditures

2028 planned use of cash

($2,436,377)

includes $3.03M South Seawall design

Projected ending cash, 2028

$7.47M

after seawall investment

Des Moines
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SWM Fund Financial Overview

Surface Water Management Fund	2027 Proposed	2028 Proposed
Projected Beginning Cash	$10,470,892	$8,597,092
Revenue	$8,124,500	$6,886,540
Expenditures	$9,998,300	$7,563,859
Revenue Over (Under) Expenditures	**($1,873,800)**	**($677,319)**
Projected Ending Cash	**$8,597,092**	**$7,919,773**

2027 planned use of cash

($1,873,800)

expenditures exceed revenue

2028 planned use of cash

($677,319)

expenditures exceed revenue

Projected ending cash, 2028

$7.92M

down from $10.47M at the start of 2027

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Motion: “I move to adopt Draft Ordinance No. 26-105, adopting the City of Des Moines 2027–2028 Biennial Budget for the fiscal years beginning January 1, 2027, and ending December 31, 2028."

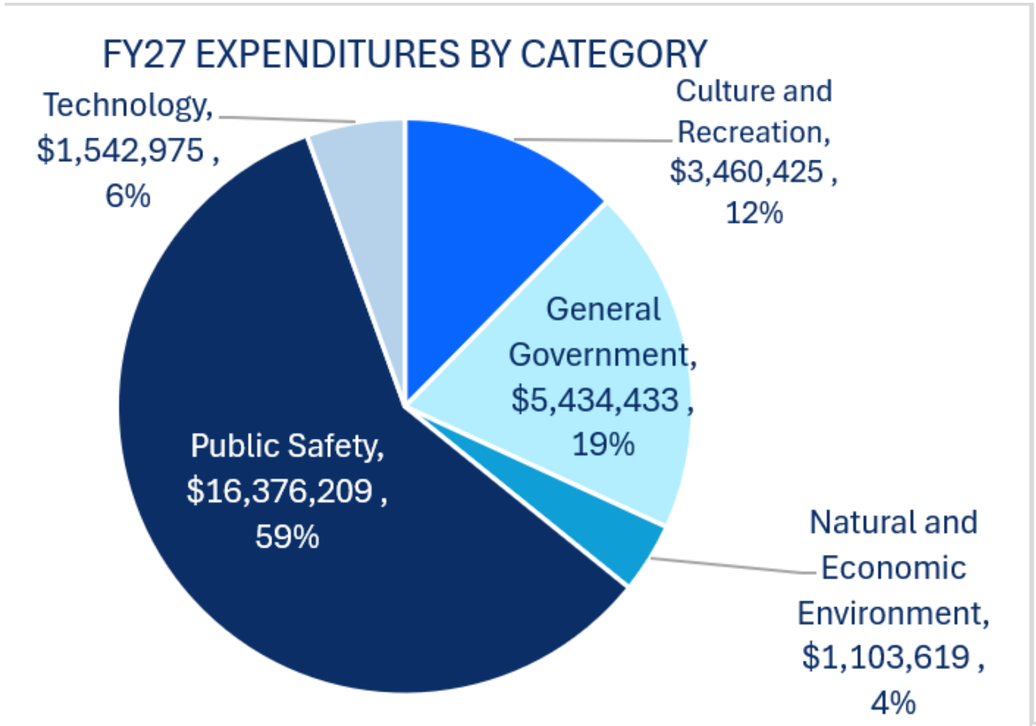
Des Moines
WATERLAND CITY

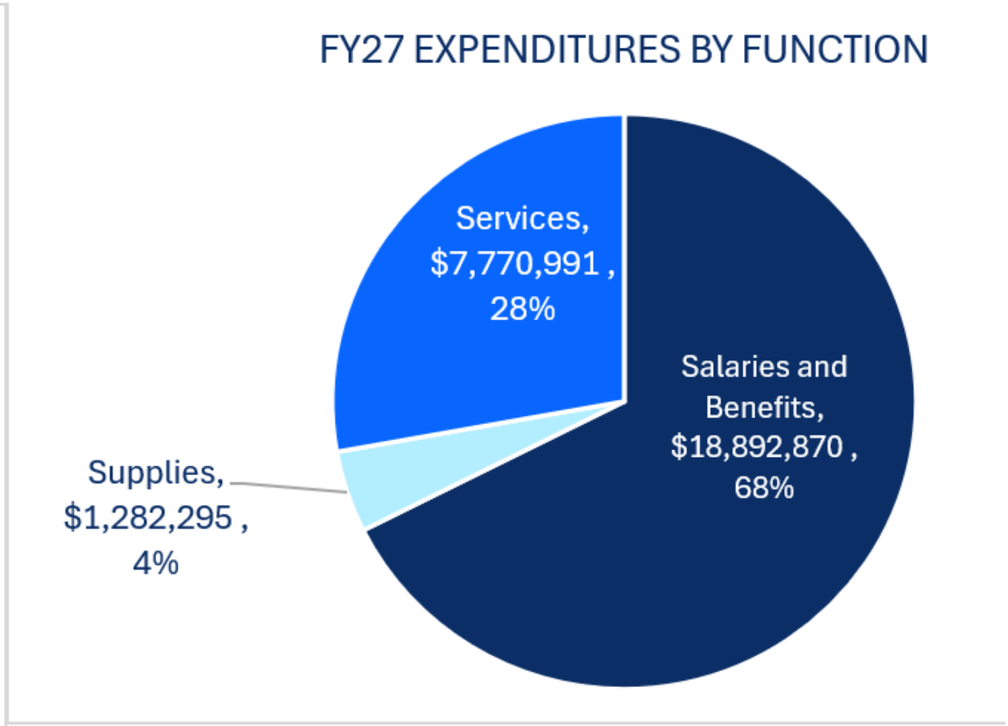
APPENDIX

Budget Pressures

- **Health Care Costs**
  HEALTH CARE COST PRESSURE
  10% – 16%
  Projected premium increases for 2027
- **Collective Bargaining Agreements**
- **Economic Uncertainty and Inflation**
- **Limited Options for New Revenue**
- **Minimal Tax Revenue Growth**
- **State Tax Structure**
- **Service Expectations**

General Fund Expenditure Overview





Des Moines
WATERLAND CITY

Dedicated Revenue Supporting Priorities

Dedicated revenue sources help the General Fund go further on Council priorities.

PUBLIC SAFETY

HB 2015 Public Safety Sales Tax Grant

Grant applications submitted

- The City has applied for HB 2015 Public Safety Sales Tax grant funding
- Supports Council's top priority: public safety staffing
- Helps fund the two new police officers, reducing pressure on the General Fund

PARKS & RECREATION

Parks Levy

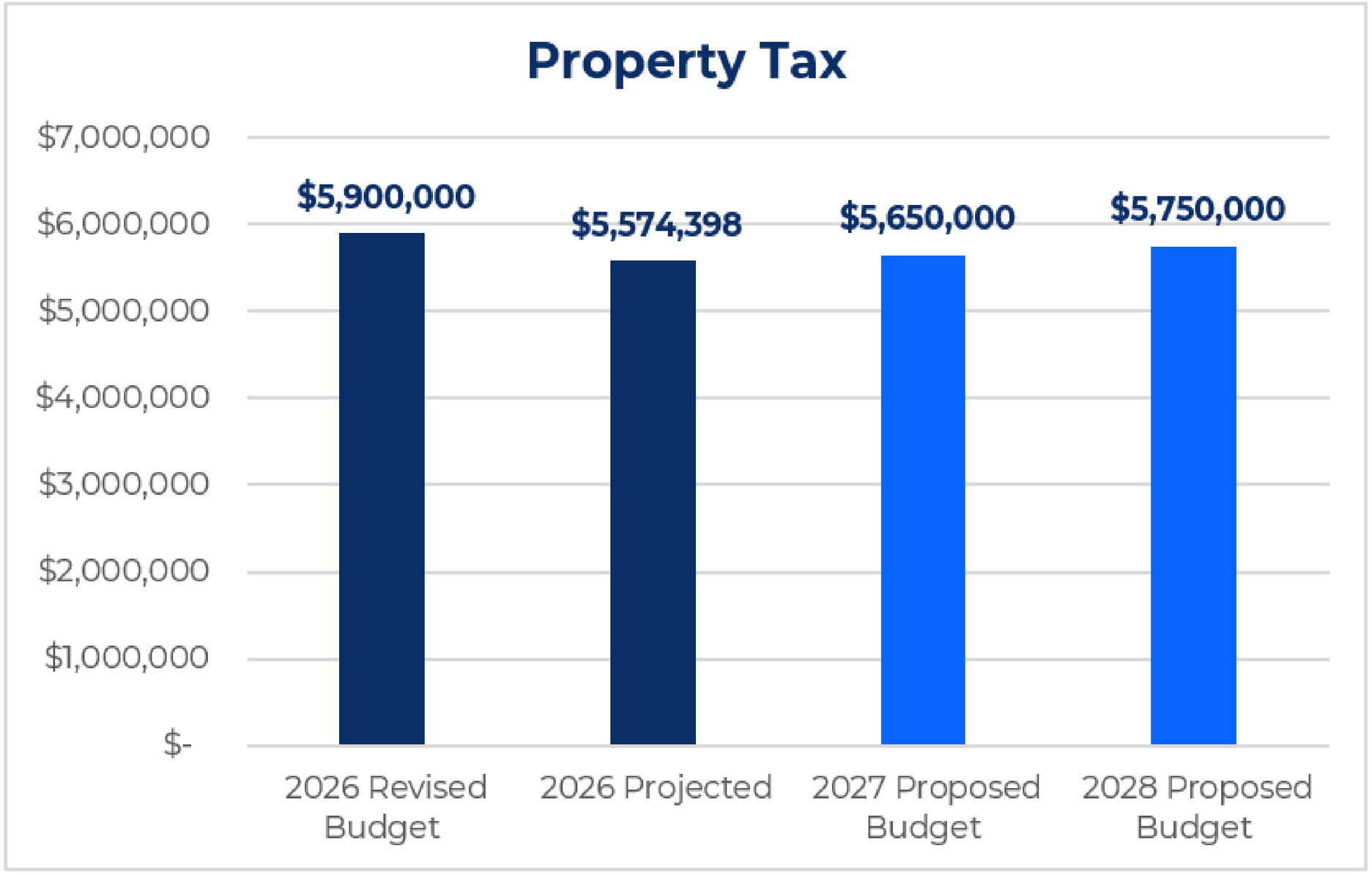
Revenue being received

- The City is receiving Parks Levy revenue dedicated to parks
- Supports Parks & Recreation services in the General Fund
- Funds the new Parks Maintenance position and shares the cost of the Parks & Recreation Director

Leveraging grants and levy funds keeps General Fund dollars available for core services.

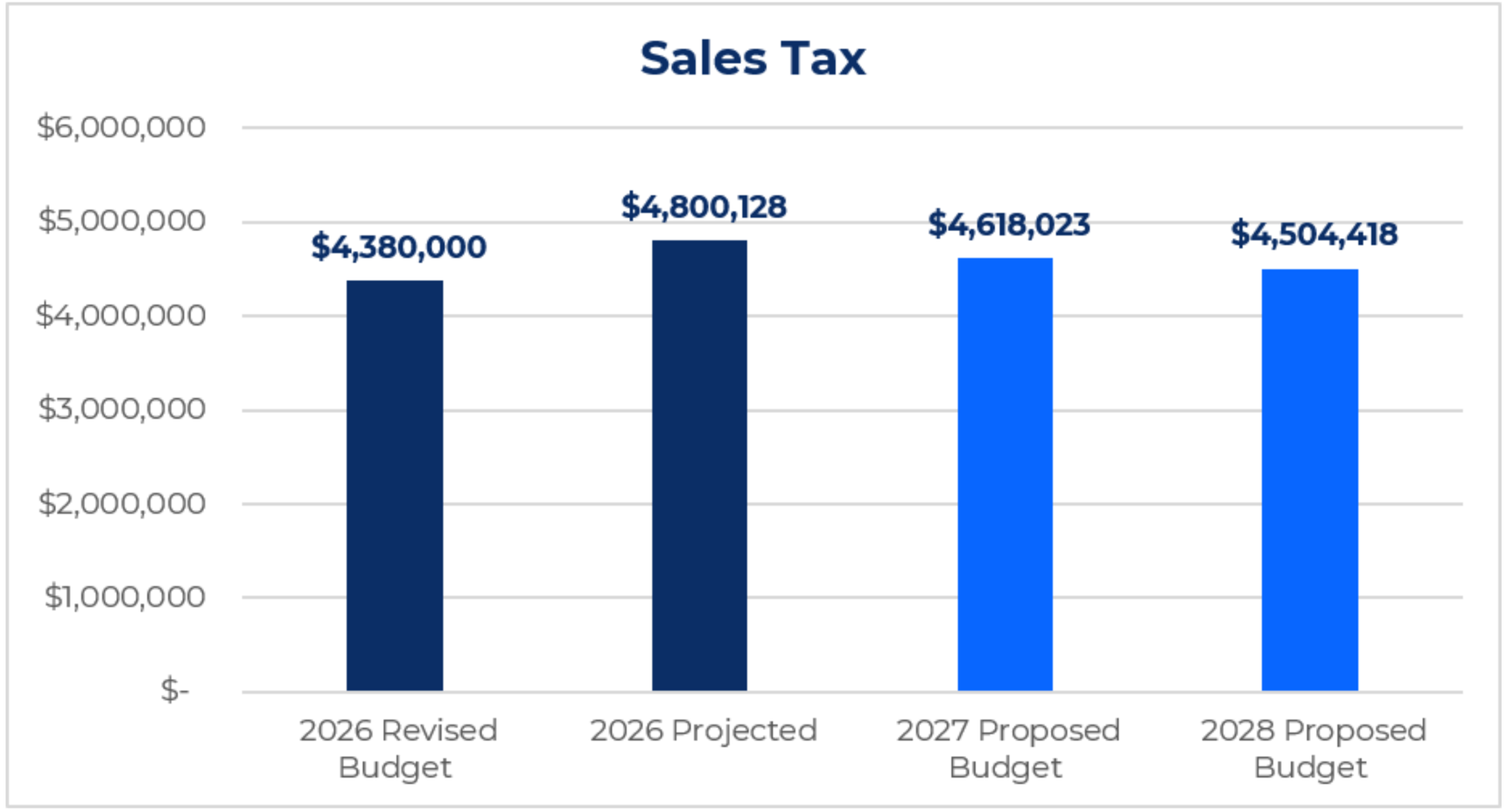
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General Fund Revenue



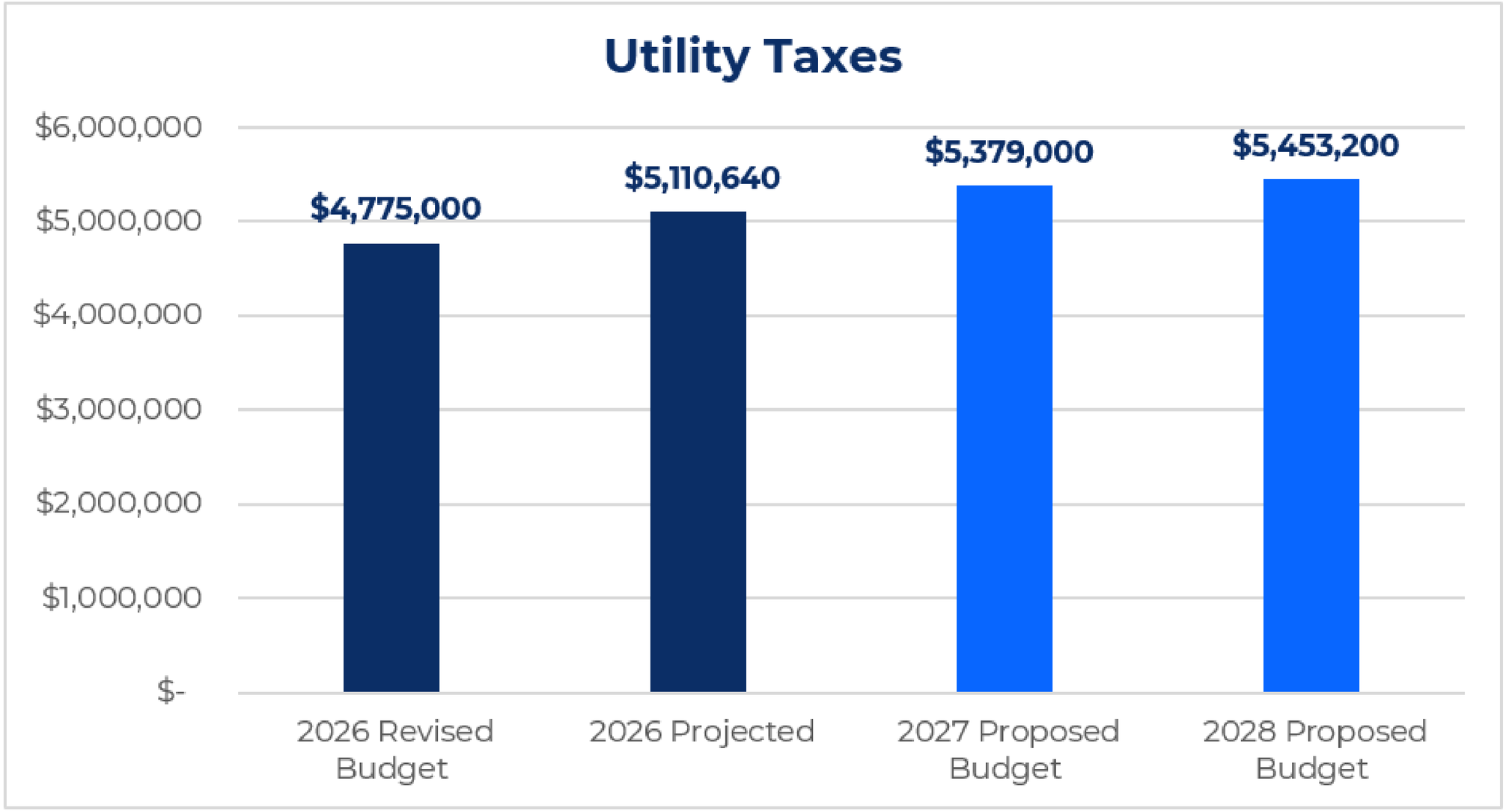
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General Fund Revenue



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General Fund Revenue



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City Council
AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: **Gambling Tax Ordinance - 1st Reading**

ATTACHMENTS:
1. Draft Ordinance No. 26-117
2. Gambling Tax PowerPoint

FOR AGENDA OF:
November 12, 2026

DEPT OF ORIGIN:
Legal

DATE SUBMITTED:
November 02, 2026

CLEARANCES:
Finance
Police

Purpose and Recommendation
The purpose of this item is to introduce on first reading Draft Ordinance No. 26-117 which would increase the tax rate on licensed card games in the City of Des Moines.

Motion: "I move to pass Draft Ordinance No. 26-117 increasing the tax rate on licensed card games to a second reading on the next available regular Council meeting agenda."

Strategic Plan Priority
Financial Stability

Background
State law allows the Washington Gambling Commission to license businesses to host "social card games" where gambling occurs. The legislature also permits cities to prohibit these games, and if a city allows card games, the city is permitted to impose a tax of up to 20% on gross revenues of the games.

In 2002, the City of Des Moines repealed its prohibition on social card games and imposed a tax on the revenue. The rate is currently set at nine percent. The tax rates for nearby cities are as follows:

Burien - 11%
Federal Way - 10%
Kent - 11%
Renton - higher of 10% or $500
Seatac - 11%
Tukwila - 11% (rate increases if more than 5 card rooms are located in the city)
Unincorporated King County - 11%

Discussion
Proposed change: Draft Ordinance No. 26-117 would:

- Raise the card game tax from 9% to 11%. That's the same rate most nearby cities charge.
- Move administration of the tax from the City Clerk to the Finance Director.

The higher rate would also bring in more revenue to help cover public safety costs tied to card room operations.

Alternatives
The Council may:
1. Pass the Draft Ordinance as presented to a future meeting
2. Pass the Draft Ordinance with changes to a future meeting
3. Suspend Rule 8.06(K)(3)(a) and enact the Draft Ordinance on first reading
4. Decline to take action on the Draft Ordinance

Financial Impact
Projections based on typical card room revenues for the area indicate that increasing the tax by 2% could generate approximately an additional $60,000 per year from an established card room.

Recommendation
Staff recommends that Council pass Draft Ordinance No. 26-117 to a second reading on the December 10, 2026 regular City Council meeting agenda.

CITY ATTORNEY'S FIRST DRAFT 10/30/2026

DRAFT ORDINANCE NO. 26-117

AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON relating to taxation, increasing the rate of gambling tax on cardrooms, and amending DMMC 5.40.010.

WHEREAS, in 2002 the City of Des Moines authorized public cardrooms as a commercial stimulant when licensed and operated pursuant to chapter 9.46 RCW, and

WHEREAS, RCW 9.46.110 authorizes cities to impose a tax on card games conducted under a cardroom license issued under chapter 9.46 at a rate of no greater than twenty percent of the gross revenue from such games, and

WHEREAS, the City of Des Moines currently taxes card games at a rate of nine percent, and

WHEREAS, cardrooms have been known to create additional pressure on public safety, and

WHEREAS, a survey of surrounding cities reveals that eleven percent of gross revenues is the prevailing tax rate, and

WHEREAS, the City Council finds it appropriate to bring the City's tax rate on social card games consistent with neighboring cities, which may provide additional funding for public safety purposes, and

WHEREAS, the City Council finds that this Ordinance is appropriate and necessary to preserve the public health, safety, and general welfare; now therefore,

THE CITY COUNCIL OF THE CITY OF DES MOINES ORDAINS AS FOLLOWS:

Sec. 1. DMMC 5.40.010 and section 1 of Ordinance No. 361 as amended by section 4 of Ordinance No. 1305 as amended by section 1 of Ordinance No. 1549 as amended by section 1 of Ordinance No. 1549-A as amended by section 1 of Ordinance No. 1670 as amended by section 1 of Ordinance No. 1679 are each amended to read as follows:

Taxes imposed.

In accordance with chapter 9.46 RCW as presently constituted or as may be subsequently amended, there is levied upon all persons who have been duly licensed by the Washington State Gambling Commission to conduct or operate:

(1) Public cardrooms operated as a commercial stimulant, a tax of ~~nine~~eleven percent of the gross receipts shall be imposed~~; except those cardrooms that receive an initial business license prior to August 31, 2017, a tax of one percent of the gross receipts in the year 2017 shall be imposed; four percent of the gross receipts in the year 2018 shall be imposed; a tax of seven percent of the gross receipts in the year 2019 shall be imposed; and a tax of nine percent of the gross receipts shall be imposed thereafter. Transfers of ownership or change of business name or location will not affect the date of initial business license issuance used to calculate the tax percentage~~.

(2) Punchboards and pulltabs, a tax of five percent of the gross receipts.

Sec. 2. DMMC 5.40.020 and section 2 of Ordinance No. 361 as amended by section 5 of Ordinance No. 1305 are each amended to read as follows:

Administration and collection.

The administration and collection of the tax imposed by this chapter shall be by the ~~city clerk~~Finance Director or designee and pursuant to the rules and regulations of the Washington State Gambling Commission. The ~~city clerk~~Finance Director may adopt and distribute such rules and regulations as may be reasonably necessary to enforce the provisions of this chapter.

Sec. 3. DMMC 5.40.050 and section 5 of Ordinance No. 361 as amended by section 1(b) of Ordinance No. 366 as amended by section 7 of Ordinance No. 1305 are each amended to read as follows:

Payment – Cardrooms, punchboards and pulltabs.

The tax imposed by DMMC § 5.40.010(1) and (2) shall be paid to the ~~city clerk~~Finance Director upon the filing of a report of gambling moneys received by a license holder to the Washington

State Gambling Commission, and a duplicate copy of such report shall be filed simultaneously with the ~~city clerk~~Finance Director along with the payment of the tax thereon.

Sec. 4. DMMC 5.40.110 and section 3 of Ordinance No. 1305 are each amended to read as follows:

When due - delinquency.

(1) The tax imposed by this chapter shall be due and payable and remitted with such return, on a form prescribed by the ~~city clerk~~Finance Director, on or before the last day of the month succeeding the reporting period in which the tax accrued.

(2) For each reporting period, if the tax return or payment is not made by the due date thereof, interest and penalty shall be added as follows:

(a) If filed on or before the fifteenth day of the second month succeeding the reporting period in which the tax accrued, a 10 percent penalty, with a minimum penalty of $5.00.

(b) If filed after the fifteenth day of the second month succeeding the reporting period in which the tax accrued, a 15 percent penalty with a minimum penalty of $10.00.

(c) Interest shall accrue, from the date such tax is due until paid in full, at a rate of 12 percent per annum, compounded daily, on the principal interest and penalties imposed pursuant to this subsection.

(3) Failure to make payment by the last day of the second month succeeding the reporting period in which the tax accrued shall be a violation of this chapter.

Sec. 5. Severability - Construction.

(1) If a section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

(2) If the provisions of this ordinance are found to be inconsistent with other provisions of the Des Moines Municipal Code, this ordinance is deemed to control.

Sec. 6. Effective date. This ordinance shall take effect and be in full force on January 1, 2027.

PASSED BY the City Council of the City of Des Moines this ____ day of _____, 2026 and signed in authentication thereof this ____ day of _____, 2026.

_____
M A Y O R

APPROVED AS TO FORM:

_____
City Attorney

ATTEST:

_____
City Clerk

Published: _____

Effective Date: _____

Draft Ordinance 26-117
Gambling Tax Update

Des Moines
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Tax on Social Card Games

Cities are authorized to levy a tax on revenue from licensed card games

Des Moines rate is currently set at 9%

- Permitted to charge up to 20%

Nearby jurisdiction rates:

- Burien - 11%
- Federal Way - 10%
- Kent - 11%
- Renton - higher of 10% or $500
- Seatac - 11%
- Tukwila - 11%*
- Unincorp. King County - 11%

Des Moines
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Proposed increase

Gambling tax rate increases from 9% to 11% of gross revenue of card games

- 22% increase in revenue

For hypothetical card room generating $2MM in revenue:

- 9% -> $180,000
- 11% -> $220,000
- Difference of $40,000

Will not affect tax on pulltabs

- City tax rate already at maximum

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Suggested Motion

“I move to pass Draft Ordinance No. 26-117 to a second reading at the December 10, 2026 regular Council meeting.”


Des Moines
WATERLAND CITY

City Council
AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: **Awarding a Contract with Green Earthworks Construction, Inc. for Removal of Founder's Lodge and Caretaker's Residence at Des Moines Beach Park**

ATTACHMENTS:
1. GEC Goods and Services Contract
2. Beach Park Buildings Removal PowerPoint

FOR AGENDA OF:
November 12, 2026

DEPT OF ORIGIN:
Public Works

DATE SUBMITTED:
November 2, 2026

CLEARANCES:
Public Works
Finance
Community Development

Purpose and Recommendation

The purpose of this item is to request City Council approval of a Goods and Services Contract with Green Earthworks Construction, Inc. (Attachment 1) for the dismantling and removal of the Founder's Lodge (Bldg A) and Caretakers Residence (Bldg FF) at Des Moines Beach Park.

Motion: "I move to approve the Goods and Services Contract with Green Earthworks Construction, Inc. for the removal of the Founder's Lodge and Caretaker's Residence at Des Moines Beach Park in the amount of $189,236.64, including sales tax; authorize a project contingency of $30,000; and further authorize the City Manager to sign the Contract substantially in the form as submitted."

Strategic Plan Priority

Natural and Built Environment

Background

Founder's Lodge (Building A)

The Founder's Lodge was built in 1967, is not a historic structure, and has reached the end of its useful life. In 2023, crews found asbestos during a minor interior remodel to create staff offices. The asbestos was properly abated, but the work revealed structural problems. A 2024 structural analysis found that repairs would not be economically or environmentally feasible, in part because the building is close to Des Moines Creek.

The best use of the site is to demolish and remove the building, remove the pilings from the creek in a later phase, and restore the natural environment.

Caretaker's Residence (Building FF)

The Caretaker's Residence was built in the 1980s and is not a historic structure. It once housed a live-in caretaker for the park but has been vacant for many years and has reached the end of its useful life. Groundwater damage has compromised the foundation and floor system. The vacant building is an attractive nuisance and is regularly vandalized and broken into.

The best use of the site is to demolish the building and restore the natural environment.

Need for Removal

Both buildings are structurally unsafe, and repairing them would cost more than they are worth. As long as they remain standing, they pose a safety risk to park visitors and to anyone who enters them without authorization, and they continue to draw vandalism and unauthorized entry. Removing both buildings eliminates these hazards, ends ongoing security and maintenance costs, and allows the sites to be returned to natural park space.

Discussion

Green Earthworks Construction, Inc. has completed several demolition projects for the City over the past decade. The contractor is familiar with the City's processes and regulations and has experience working in environmentally sensitive areas. Because Des Moines Beach Park will remain open during the work, this experience will help keep construction activities safe and coordinated with ongoing park use.

Alternatives

None.

Financial Impact

The adopted 2027–2032 Capital Improvements Plan includes sufficient funds in Project BDCIP0004 to cover the total cost of $219,236.64, including the contract amount of $189,236.64 and a project contingency of $30,000.

Recommendation

Staff recommends that Council approve the Goods and Services Contract with Green Earthworks Construction, Inc.

GOODS & SERVICES CONTRACT
between the City of Des Moines and

Green Earthworks Construction, Inc.

THIS CONTRACT is made by and between the City of Des Moines, a Washington municipal corporation (hereinafter the "City"), and Green Earthworks Construction NW, Inc. organized under the laws of the State of Washington, Pierce County, located and doing business at 12208 Pacific Hwy SW, Lakewood, WA 98499, (253) 606-8787, Jayson W. Stevens (hereinafter the "Vendor").

CONTRACT

I DESCRIPTION OF WORK.

Vendor shall provide the following goods and materials and/or perform the following services for the City:

Structure demolitions at the following locations:

Des Moines Beach Park – 22030 Cliff Avenue South, BLDG A, Des Moines, WA. 98198 → Demolish structure/dispose, leave support pilings in place, restore grass area used for access -- $152,310.00 plus tax; total of $168,150.24.

Per attached proposal dated October 15, 2026.

Des Moines Beach Park – 22030 Cliff Avenue South, BLDG FF, Des Moines, WA. 98198 → Demolish structure/dispose, grade footprint using site soil to provide a flat site without holes or major grade breaks, hydroseed all exposed soil -- $19,100.00 plus tax; total of $21,086.40.

Per attached proposal dated April 16, 2026.

Work to be completed as soon as possible after the structures are ready for demolition, and prior to March 31, 2027.

Vendor acknowledges and understands that it is not the City's exclusive provider of these goods, materials, or services and that the City maintains its unqualified right to obtain these goods, materials, and services through other sources.

II. TIME OF COMPLETION. Upon the effective date of this Contract, Vendor shall

complete the work and provide all goods, materials, and services by March 31, 2027.

III. COMPENSATION. The City shall pay the Vendor an amount not to exceed $189,236.64, inclusive of applicable Washington State Sales Tax, for the goods, materials, and services contemplated in this Contract. The City shall pay the Vendor the following amounts according to the following schedule:

The Vendor shall invoice the City upon completion of the scopes of work for the actual service costs.

If the City objects to all or any portion of an invoice, it shall notify Vendor and reserves the option to only pay that portion of the invoice not in dispute. In that event, the parties will immediately make every effort to settle the disputed portion.

A. Defective or Unauthorized Work. The City reserves its right to withhold payment from Vendor for any defective or unauthorized goods, materials or services. If Vendor is unable, for any reason, to complete any part of this Contract, the City may obtain the goods, materials or services from other sources, and Vendor shall be liable to the City for any additional costs incurred by the City. "Additional costs" shall mean all reasonable costs, including legal costs and attorney fees, incurred by the City beyond the maximum Contract price specified above. The City further reserves its right to deduct these additional costs incurred to complete this Contract with other sources, from any and all amounts due or to become due the Vendor.

B. Final Payment: Waiver of Claims. VENDOR'S ACCEPTANCE OF FINAL PAYMENT SHALL CONSTITUTE A WAIVER OF CLAIMS, EXCEPT THOSE PREVIOUSLY AND PROPERLY MADE AND IDENTIFIED BY VENDOR AS UNSETTLED AT THE TIME REQUEST FOR FINAL PAYMENT IS MADE.

IV. PREVAILING WAGES. Vendor shall file a "Statement of Intent to Pay Prevailing Wages," with the State of Washington Department of Labor & Industries prior to commencing the Contract work and an Affidavit of prevailing wages paid after completion of the work. The Statement of Intent to Pay Prevailing Wages," shall include Vendor's registration certificate number and the prevailing rate of wage for each classification of workers entitled to prevailing wages under RCW 39.12.020, and the estimated number of workers in each classification. Vendor shall pay prevailing wages in effect on the date the bid is accepted or executed by Vendor, and comply with Chapter 39.12 of the Revised Code of Washington, as well as any other applicable prevailing wage rate provisions. The latest prevailing wage rate revision issued by the Department of Labor and Industries must be submitted to the City by Vendor. It shall be the responsibility of Vendor to require all subcontractors to comply with Chapter 39.12 RCW and this

section of the Contract.

V. INDEPENDENT CONTRACTOR. The parties intend that an Independent Contractor-Employer Relationship will be created by this Contract and that the Vendor has the ability to control and direct the performance and details of its work; however, the City shall have authority to ensure that the terms of the Contract are performed in the appropriate manner.

VI. TERMINATION. Either party may terminate this Contract, with or without cause, upon providing the other party thirty (30) days written notice at its address set forth on the signature block of this Contract.

VII. CHANGES. The City may issue a written amendment for any change in the goods, materials or services to be provided during the performance of this Contract. If the Vendor determines, for any reason, that an amendment is necessary, Vendor must submit a written amendment request to the person listed in the notice provision section of this Contract, section XVI(C), within fourteen (14) calendar days of the date Vendor knew or should have known of the facts and events giving rise to the requested change. If the City determines that the change increases or decreases the Vendor's costs or time for performance, the City will make an equitable adjustment. The City will attempt, in good faith, to reach agreement with the Vendor on all equitable adjustments. However, if the parties are unable to agree, the City will determine the equitable adjustment as it deems appropriate. The Vendor shall proceed with the amended work upon receiving either a written amendment from the City or an oral order from the City before actually receiving the written amendment. If the Vendor fails to require an amendment within the time allowed, the Vendor waives its right to make any claim or submit subsequent amendment requests for that portion of the contract work. If the Vendor disagrees with the equitable adjustment, the Vendor must complete the amended work; however, the Vendor may elect to protest the adjustment as provided in subsections A through E of Section VIII, Claims, below.

The Vendor accepts all requirements of an amendment by: (1) endorsing it, (2) writing a separate acceptance, or (3) not protesting in the way this section provides. An amendment that is accepted by Vendor as provided in this section shall constitute full payment and final settlement of all claims for contract time and for direct, indirect and consequential costs, including costs of delays related to any work, either covered or affected by the change.

VIII. CLAIMS. If the Vendor disagrees with anything required by an amendment, another written order, or an oral order from the City, including any direction, instruction, interpretation, or determination by the City, the Vendor may file a claim as provided in this section. The Vendor shall give written notice to the City of all claims within fourteen (14) calendar days of the occurrence of the events giving rise to the claims, or within fourteen (14) calendar days of the date the Vendor knew or should have known of the facts or events giving rise to the claim, whichever occurs first. Any claim for damages, additional payment for any reason, or extension of time, whether under this Contract or otherwise, shall be conclusively deemed to have been waived by the Vendor unless a timely written claim is made in strict accordance with the applicable provisions of this Contract.

At a minimum, a Vendor's written claim shall include the information set forth in subsections A, items 1 through 5 below.

FAILURE TO PROVIDE A COMPLETE, WRITTEN NOTIFICATION OF CLAIM WITHIN THE TIME ALLOWED SHALL BE AN ABSOLUTE WAIVER OF ANY CLAIMS ARISING IN ANY WAY FROM THE FACTS OR EVENTS SURROUNDING THAT CLAIM OR CAUSED BY THAT DELAY.

A. Notice of Claim. Provide a signed written notice of claim that provides the following information:

1. The date of the Vendor's claim;
2. The nature and circumstances that caused the claim;
3. The provisions in this Contract that support the claim;
4. The estimated dollar cost, if any, of the claimed work and how that estimate was determined; and
5. An analysis of the progress schedule showing the schedule change or disruption if the Vendor is asserting a schedule change or disruption.

B. Records. The Vendor shall keep complete records of extra costs and time incurred as a result of the asserted events giving rise to the claim. The City shall have access to any of the Vendor's records needed for evaluating the protest.
The City will evaluate all claims, provided the procedures in this section are followed. If the City determines that a claim is valid, the City will adjust payment for work or time by an equitable adjustment. No adjustment will be made for an invalid protest.

C. Vendor's Duty to Complete Protested Work. In spite of any claim, the Vendor shall proceed promptly to provide the goods, materials and services required by the City under this Contract.

D. Failure to Protest Constitutes Waiver. By not protesting as this section provides, the Vendor also waives any additional entitlement and accepts from the City any written or oral order (including directions, instructions, interpretations, and determination).

E. Failure to Follow Procedures Constitutes Waiver. By failing to follow the procedures of this section, the Vendor completely waives any claims for protested work and accepts from the City any written or oral order (including directions, instructions, interpretations, and determination).

IX. LIMITATION OF ACTIONS. VENDOR MUST, IN ANY EVENT, FILE ANY LAWSUIT ARISING FROM OR CONNECTED WITH THIS CONTRACT WITHIN 120 CALENDAR DAYS FROM THE DATE THE CONTRACT WORK IS COMPLETE OR VENDOR'S ABILITY TO FILE THAT SUIT SHALL BE FOREVER BARRED. THIS SECTION FURTHER LIMITS ANY APPLICABLE STATUTORY LIMITATIONS PERIOD.

X. WARRANTY. This Contract is subject to all warranty provisions established under the Uniform Commercial Code, Title 62A, Revised Code of Washington. Vendor warrants goods are merchantable, are fit for the particular purpose for which they were obtained, and will perform in accordance with their specifications and Vendor's representations to City. The Vendor shall correct all defects in workmanship and materials within one (1) year from the date of the City's

acceptance of the Contract work. In the event any part of the goods are repaired, only original replacement parts shall be used—rebuilt or used parts will not be acceptable. When defects are corrected, the warranty for that portion of the work shall extend for one (1) year from the date such correction is completed and accepted by the City. The Vendor shall begin to correct any defects within seven (7) calendar days of its receipt of notice from the City of the defect. If the Vendor does not accomplish the corrections within a reasonable time as determined by the City, the City may complete the corrections and the Vendor shall pay all costs incurred by the City in order to accomplish the correction.

XI. DISCRIMINATION. In the hiring of employees for the performance of work under this Contract or any sub-contract, the Vendor, its sub-contractors, or any person acting on behalf of the Vendor or sub-contractor shall not, by reason of race, religion, color, sex, age, sexual orientation, national origin, or the presence of any sensory, mental, or physical disability, discriminate against any person who is qualified and available to perform the work to which the employment relates.

XII. INDEMNIFICATION. The Vendor shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

XIII. INSURANCE. The Vendor shall procure and maintain for the duration of the Contract, insurance against claims for injuries to persons or damage to property which may arise from or in connection with products and materials supplied to the City. Vendor shall obtain insurance of the type described below:

No Limitation. Vendor's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Vendor to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

A. Minimum Scope of Insurance

Vendor shall obtain insurance of the type described below:

Commercial General Liability insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 01 and shall cover products liability. The City shall be named as an insured under the Vendor's Commercial General Liability insurance policy using ISO Additional Insured-Vendors Endorsement CG 20 15 or a substitute endorsement providing equivalent coverage.

B. Minimum Amounts of Insurance

Vendor shall maintain the following insurance limits:

Commercial General Liability insurance shall be written with limits no less than $1,000,000 each occurrence, $1,000,000 general aggregate and a $2,000,000 products liability aggregate limit.

C. Other Insurance Provisions. The Vendor's Commercial General Liability insurance policy or policies are to contain, or be endorsed to contain that they shall be primary insurance as respect the City. Any Insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Vendor's insurance and shall not contribute with it.

D. Acceptability of Insurers
Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

E. Verification of Coverage

Vendor shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Vendor before goods, materials or supplies will be accepted by the City.

F. Notice of Cancellation. The Vendor shall provide the city with written notice of any policy cancellation, within two business days of their receipt of such notice.

G. Failure to Maintain Insurance. Failure on the part of the Vendor to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days' notice to the Vendor to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Vendor from the City.

XIV. WORK PERFORMED AT VENDOR'S RISK. Vendor shall take all necessary precautions and shall be responsible for the safety of its employees, agents, and subcontractors in the performance of the contract work and shall utilize all protection necessary for that purpose. All work shall be done at Vendor's own risk, and Vendor shall be responsible for any loss of or damage to materials, tools, or other articles used or held for use in connection with the work.

XV. CITY'S RIGHT OF INSPECTION. Even though Consultant is an independent contractor with the authority to control and direct the performance and details of the work authorized under this Contract, the work must meet the approval of the City and shall be subject to the City's general right of inspection to secure satisfactory completion.

XVI. MISCELLANEOUS PROVISIONS.

A. Non-Waiver of Breach. The failure of the City to insist upon strict performance of any of the covenants and agreements contained in this Contract, or to exercise any option conferred by this Contract in one or more instances shall not be construed to be a waiver or relinquishment of those covenants, agreements or options, and the same shall be and remain in full force and effect.

B. Resolution of Disputes and Governing Law. This Contract shall be governed by and construed in accordance with the laws of the State of Washington, If the parties are unable to

settle any dispute, difference or claim arising from the parties' performance of this Contract, then the following shall be the means for resolving the dispute:

1. Alternative Dispute Resolution. If a dispute arises from or relates to this Contract or the breach thereof and if the dispute cannot be resolved through direct discussions, the parties agree to endeavor first to settle the dispute in an amicable manner by mediation administered by a mediator under JAMS Alternative Dispute Resolution service rules or policies before resorting to arbitration. The mediator may be selected by agreement of the parties or through JAMS. Following mediation, or upon written Contract of the parties to waive mediation, any unresolved controversy or claim arising from or relating to this Contract or breach thereof shall be settled through arbitration which shall be conducted under JAMS rules or policies. The arbitrator may be selected by agreement of the parties or through JAMS. All fees and expenses for mediation or arbitration shall be borne by the parties equally. However, each party shall bear the expense of its own counsel, experts, witnesses, and preparation and presentation of evidence.

2. Applicable Law and Jurisdiction. This Contract shall be governed by the laws of the State of Washington. Although the agreed to and designated primary dispute resolution method as set forth above, in the event any claim, dispute or action arising from or relating to this Contract cannot be submitted to arbitration, then it shall be commenced exclusively in the King County Superior Court or the United States District Court, Western District of Washington as appropriate. In any claim or lawsuit for damages arising from the parties' performance of this Agreement, each party shall pay all its legal costs and attorney's fees incurred in defending or bringing such claim or lawsuit, in addition to any other recovery or award provided by law; provided, however, nothing in this paragraph shall be construed to limit the City's right to indemnification under Section XII of this Contract.

C. Written Notice. All communications regarding this Contract shall be sent to the parties at the addresses listed on the signature page of the Contract, unless notified to the contrary. Any written notice hereunder shall become effective three (3) business days after the date of mailing by registered or certified mail, and shall be deemed sufficiently given if sent to the addressee at the address stated in this Contract or such other address as may be hereafter specified in writing.

D. Assignment. Any assignment of this Contract by either party without the written consent of the non-assigning party shall be void. If the non-assigning party gives its consent to any assignment, the terms of this Contract shall continue in full force and effect and no further assignment shall be made without additional written consent.

E. Modification. No waiver, alteration, or modification of any of the provisions of this Contract shall be binding unless in writing and signed by a duly authorized representative of the City and Vendor.

F. Entire Contract. The written provisions and terms of this Contract, together with any Exhibits attached hereto, shall supersede all prior verbal statements of any officer or other representative of the City, and such statements shall not be effective or be construed as entering into or forming a part of or altering in any manner this Contract. All of the above documents are hereby made a part of this Contract. However, should any language in any of the Exhibits to this Contract conflict with any language contained in this Contract, the terms of this Contract shall prevail.

G. Compliance with Laws. The Vendor agrees to comply with all federal, state, and municipal laws, rules, and regulations that are now effective or in the future become applicable to Vendor's business, equipment, and personnel engaged in operations covered by this Contract or accruing out of the performance of those operations.

H. Business License. Contractor shall comply with the provisions of Title 5 Chapter 5.04 of the Des Moines Municipal Code.

I. Counterparts. This Contract may be executed in any number of counterparts, each of which shall constitute an original, and all of which will together constitute this one Contract.

J. Records Retention and Audit. During the progress of the Work and for a period not less than three (3) years from the date of completion of the Work or for the retention period required by law, whichever is greater, records and accounts pertaining to the Work and accounting therefore are to be kept available by the Parties for inspection and audit by representatives of the Parties and copies of all records, accounts, documents, or other data pertaining to the Work shall be furnished upon request. Records and accounts shall be maintained in accordance with applicable state law and regulations.

IN WITNESS, the parties below execute this Contract, which shall become effective on the last date entered below.

VENDOR:	**CITY OF DES MOINES:**
By: _____ *(signature)* Print Name: _____ Its _____ *(Title)* DATE: _____	By: _____ *(signature)* Print Name: Katherine Caffrey Its City Manager *(Title)* DATE: _____ Approved as to form: _____ City Attorney DATE: _____
NOTICES TO BE SENT TO: **VENDOR:** Jayson W. Stevens Green Earthworks Construction NW, Inc. 12208 Pacific Hwy SW Lakewood, WA. 98499 (253) 606-8787 (telephone) JaysonStevens@greenearthworks.com (e-mail)	**NOTICES TO BE SENT TO:** **CITY OF DES MOINES:** Scott J. Romano City of Des Moines 21650 11th Ave. S. Des Moines, WA. 98198 (206) 870-6539 (telephone) sromano@desmoineswa.gov (e-mail)

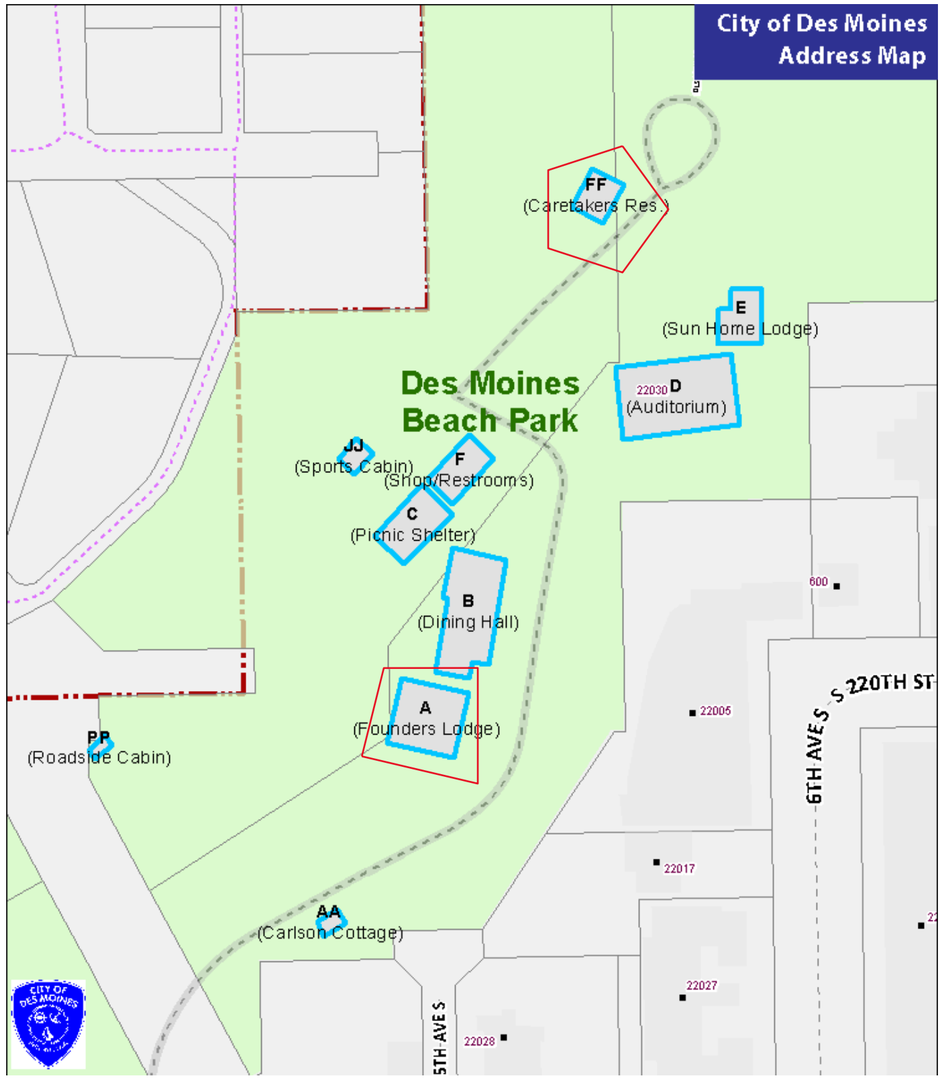
At the direction of the Des Moines
City Council taken at an open
Public meeting on _____.



Des Moines
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BEACH PARK BUILDINGS REMOVAL

General Vicinity Beach Park Buildings



Des Moines
WATERLAND CITY

Buildings to be Removed:

- Founder's Lodge (Bldg A) – Built in 1967; Non-Historic, covers creek, Structurally deficient

- Caretakers Residence (Bldg FF) – Built circa 1980's; Non-Historic, Structurally deficient

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Founder’s Lodge (Bldg A) Exterior







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Founder’s Lodge (Bldg A) Interior











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Caretakers Residence (Bldg FF)







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Motion:

“I move to approve the Goods and Services Contract with Green Earthworks Construction, Inc. for the removal of the Founder’s Lodge and Caretaker’s Residence at Des Moines Beach Park in the amount of $189,236.64, including sales tax; authorize a project contingency of $30,000; and further authorize the City Manager to sign the Contract substantially in the form as submitted.”

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WATERLAND CITY

City Council
AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: **Vacant Commercial Space Registration Program**

ATTACHMENTS:
1. Vacant Commercial Space Registration PowerPoint

FOR AGENDA OF:
November 12, 2026

DEPT OF ORIGIN:
Community Development

DATE SUBMITTED:
October 29, 2026

CLEARANCES:
Community Development
Police

Purpose and Recommendation

Council will consider a vacant commercial space registration program, or something similar, and provide staff direction. The goal is to make sure owners keep vacant buildings and tenant spaces in good condition and to prevent nuisance problems. Any fees would only cover the cost of running the program and would not generate revenue for the City beyond that.

Motion: "I move to direct staff to develop a more detailed vacant commercial space registration program with proposed costs for Council consideration, consistent with Council's direction this evening."

Strategic Plan Priority

Economic Vitality

Background

On November 6, 2025, City Council requested that staff propose code options to facilitate the management of vacant commercial spaces.

Currently, the City of Des Moines does not have a program that tracks vacant commercial spaces nor a program that encourages occupancy and maintenance of them. The City does have municipal code that addresses property maintenance violations and staff that currently enforces it.

Discussion

Vacant storefronts, especially downtown, are a frequent concern for residents and Council. The City's current tools deal with how a property is maintained, not whether it sits empty.

Existing code covers maintenance problems like weeds, peeling paint and broken windows. These fall under the International Property Maintenance Code (IPMC), which the City adopted with amendments in DMMC 14.05.120. The IPMC is a model code from the International Code Council that sets minimum maintenance standards for existing buildings, and many cities use it. Trespassing and graffiti are covered separately in DMMC 9.72, Crimes Relating to Property.

Code Enforcement responds mainly to complaints. Current staffing doesn't allow for proactive enforcement, so officers focus on conditions they can see from outside a property. Problems inside a vacant building, such as rodents, water damage or people staying there without permission, can go unnoticed until they become serious.

An empty building that looks fine from the street doesn't violate the code. Because of that, many concerns about vacancy fall outside what Code Enforcement can address.

The City doesn't keep a list of vacant properties or their owners. When a problem comes up, though, officers can usually find the owner's contact information without trouble.

Vacant space registration programs are more common in larger cities. None of the City's benchmark cities (Burien, SeaTac, Edmonds and Mukilteo) has one yet. To look at options beyond the current code, staff reviewed programs in Olympia, Everett and Seattle. All three have the same goals: prevent blight, improve public safety, encourage occupancy and hold property owners accountable. They differ in what they cover, how they're enforced and what they cost.

What the programs cover

- **Olympia:** All vacant property, residential and commercial, including undeveloped land.
- **Everett:** Commercial spaces in the Central Business District only.
- **Seattle:** All vacant buildings, residential and commercial.

Inspections

- **Olympia:** The owner or property manager inspects monthly.
- **Everett:** City staff inspect as needed.
- **Seattle:** City staff inspect monthly.

Fees

- **Olympia:** $200 per year.
- **Everett:** $250 per year, increasing by $250 for each year of vacancy, up to $1,000 per year after three years.
- **Seattle:** $272 to $543 per month, depending on the property's condition.

Penalties

- **Olympia:** Escalating civil and criminal penalties. The City can also fix the problem itself and recover its costs through a property lien.
- **Everett:** A period for voluntary compliance, then escalating civil and criminal penalties. If needed, the City can file a tax lien against the property.
- **Seattle:** The City can fix the problem itself and recover its costs, including through a property lien under RCW 35.21.955.

Notable features

- **Everett:** When a downtown commercial space has been vacant for more than 30 days, the owner must paint or display art in all ground-floor windows that face a sidewalk, street or public space.

Another option: Renton

Renton took a narrower approach. It used to treat a new business moving into a space that had been vacant for more than three years as new development, which meant paying impact fees. Renton changed its code (RMC 4-1-190.G) so owners keep their impact fee credits no matter how long a space is vacant. This option does less than a full program, but it removes a cost that can keep spaces empty.

DISCUSSION

Policy questions for Council

1. **Where should this apply?** Citywide, or only downtown and other commercial districts? Should it cover only commercial property, or residential too?
2. **How far should the City go?** Should staff develop a full registration program, or start with lighter tools, such as Renton's impact fee change or stronger appearance standards for vacant storefronts?
3. **What should owners have to do?** Is basic upkeep enough, or should owners also have to keep vacant storefronts looking active, like Everett's window display rule?
4. **Who pays, and how firm should enforcement be?** Should fees cover the program's cost? Should penalties be stricter than the City's current code enforcement penalties?

With Council's direction on these questions, staff will draft a registration program with associated costs to the City and bring back recommendations on the details, including registration deadlines, inspections, fee amounts and maintenance standards.

Recommendation

Direct staff to develop a more detailed vacant commercial space registration program with proposed costs for Council consideration, consistent with Council's direction this evening.



VACANT COMMERCIAL SPACE REGISTRATION

JASON WOYCKE, SENIOR PLANNER
REBECCA DEMING, COMMUNITY DEVELOPMENT DIRECTOR

CITY COUNCIL REGULAR MEETING 11/12/2026

Why We’re Discussing This

- **Council request:** Code options for vacant commercial spaces requested at Nov. 6, 2025 Council meeting
- **Goal:** Keep vacant spaces maintained and prevent nuisance problems
- **Not a revenue source:** Fees should cover program costs

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What Current Code Covers and Doesn’t

Current Code Covers	Current Code Doesn’t Address
Weeds, peeling paint, broken windows	Whether a space sits empty
Graffiti and trespassing	Problems inside: rodents, water damage, unauthorized occupants, etc.
Complaint-based enforcement	A list of vacant properties

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What can we do?

- **Registration Program - Robust Approach**
  - Full registration program
  - City Inspections
  - High Cost

- **Registration Program - Lighter Approach**
  - Registration Program after longer vacancy
  - Downtown Commercial
  - Property Owner Inspections
  - Window Display – Impact fee vacancy extension

- **Strengthen Our Existing Property Maintenance Code**

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What can we do?

- **Strengthen Our Existing Property Maintenance Code**
  - **DMMC 14.05.120**
    - **The following sections of the IPMC, or the corresponding section of any updated or amended version of the IPMC, are removed in their entirety and not adopted:**

- 111 Means of appeal
- 302.2 Grading and drainage
- 302.5 Rodent harborage
- 302.8 Motor vehicles
- 302.9 Defacement of property
- 304.2 Protective treatment
- 304.13.2 Openable windows
- 304.14 Insect screens
- 304.15 Exterior doors
- 304.17 Guards for basement windows
- 304.18 Building security
- 305.3 Interior surfaces
- 305.6 Interior doors
- 307 Rubbish and garbage
- 308 Extermination
- 404.4.1 Room area
- 404.5 Overcrowding
- 404.6 Efficiency unit
- 604.2 Electrical appliance service

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How Other Cities Do It

	Olympia	Everett	Seattle
Covers	All property	Downtown commercial	All buildings
Inspections	Owner, monthly	City, as needed	City, monthly
Fees	$200/year	$250-$1,000/year	$272-$543/month

- *None of the City's benchmark cities has a program*

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Lighter Options



- **Everett:** Vacant storefronts must have art or window displays after 30 days
- **Renton:** Owners keep impact fee credits, so reopening a vacant space costs less

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Policy Questions

- Where should this program apply?
  - Citywide, or only downtown and other commercial districts? Should it cover only commercial property, or residential too?
- How far should the City go?
  - Should staff develop a full registration program, or start with lighter tools, such as Renton's impact fee change or stronger appearance standards for vacant storefronts, or amending of Des Moines' current property maintenance code?
- What should owners have to do?
  - Is basic upkeep enough, or should owners also have to keep vacant storefronts looking active, like Everett's window display rule?
- Who pays, and how firm should enforcement be?
  - Should fees cover the program's cost? Should penalties be stricter than the City's current code enforcement penalties?

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Suggested Motion

“I move to direct staff to develop a more detailed vacant commercial space registration program with proposed costs for Council consideration, consistent with Council’s direction this evening.”


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