

AGENDA

**DES MOINES CITY COUNCIL
REGULAR MEETING
City Council Chambers
21630 11th Avenue S, Des Moines, Washington
Thursday, April 11, 2024 - 6:00 PM**

City Council meeting can be viewed live on the City's website, Comcast Channel 21/321 or on the City's [YouTube](#) channel.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

CORRESPONDENCE NOT PREVIOUSLY RECEIVED BY COUNCIL

COMMENTS FROM THE PUBLIC

COMMITTEE CHAIR REPORT

FINANCE COMMITTEE: Chair Councilmember Matt Mahoney
PUBLIC SAFETY/EMERGENCY MANAGEMENT: Chair Mayor Traci Buxton
ENVIRONMENT COMMITTEE: Chair Councilmember JC Harris

CITY MANAGER REPORT/PRESENTATIONS/BRIEFINGS

- Item 1. LEGISLATIVE UPDATE
[Des Moines Hemstad Legislative Recap 2024](#)
- Item 2. AUTOMATED TRAFFIC SAFETY CAMERA PROGRAM UPDATE
[Speed Camera CC Presentation](#)

CONSENT AGENDA

- Item 1. APPROVAL OF VOUCHERS
Motion is to approve the payment vouchers through April 04, 2024 and payroll transfers through April 05, 2024 in the attached list and further described as follows:

EFT Vendor Payments	#9847-9927	\$784,721.31
Wires	#2530-2536	\$526,810.88
Accounts Payable Checks	#165755-165769	\$ 59,394.70

Payroll checks Voided	# 9861-9861	\$ (3,045.00)
Payroll Checks	# 19812-19815	\$ 2,818.28
Payroll Advice	#9051-9223	\$520,323.55

Total Checks and Wires for A/P & Payroll: \$1,891,023.72

[Approval of Vouchers](#)

- Item 2. SENIOR SERVICES ADVISORY COMMITTEE APPOINTMENTS
Motion 1 is to confirm the Mayoral appointment of Paul Barton DeLacy to an open position on the City of Des Moines Senior Advisory Committee, effective immediately and expiring on December 31, 2027.

Motion 2 is to confirm the Mayoral appointment of Julie McCullough to an open position on the City of Des Moines Senior Advisory Committee, effective immediately and expiring on December 31, 2025.

[Senior Services Advisory Committee Appointments](#)

- Item 3. BLACK WELLNESS WEEK PROCLAMATION
Motion is to approve the Proclamation recognizing April 15-19 as Black Wellness Week.

[Black Wellness Week Proclamation Agenda](#)

- Item 4. PUBLIC DRAINAGE EASEMENT
Motion is to approve the attached "Public Drainage Easement," and authorize the City Manager to accept the easement and sign the agreement substantially in the form as submitted.

[Public Drainage Easement](#)

- Item 5. UPDATING THE CITY'S AUTOMATED TRAFFIC SAFETY CAMERA PROGRAM
Motion is to enact Draft Ordinance 24-022, amending chapters 10.36 and 10.40 DMMC to implement changes to the automated traffic safety camera program required by ESHB 2384.

[Updating the City's Automated Traffic Safety Camera Program](#)

UNFINISHED BUSINESS

- Item 1. CITY MANAGER RECRUITMENT
 Staff Presentation by Assistant City Manager Adrienne Johnson-Newton

[City Manager Recruitment](#)
[City Manger Recruitment PowerPoint](#)

- Item 2. PROPERTY TAX LEVY LID LIFT
 Staff Presentation by Finance Director Jeff Friend

[Property Tax Levy Lid Lift](#)
[Lid Lift Slides PowerPoint](#)

NEW BUSINESS

- Item 1. COMPREHENSIVE MARINA MASTER PLAN UPDATE
 Staff Presentation by Assistant Harbormaster Katy Bevegni
 [Comprehensive Marina Master Plan Update](#)
- Item 2. NEW AGENDA ITEMS FOR CONSIDERATION – 10 Minutes

COUNCILMEMBER REPORTS

(4 minutes per Councilmember) - 30 minutes

PRESIDING OFFICER'S REPORT

EXECUTIVE SESSION

NEXT MEETING DATE

April 25, 2024 City Council Regular Meeting

ADJOURNMENT

[Public Comment 04.11.2024](#)

2024 DES MOINES LEGISLATIVE PRIORITIES

11 APRIL 2024, DES MOINES CITY
COUNCIL – ANTHONY HEMSTAD

CONTENTS

- Overview of 2024 session
- Des Moines specific 2024 Priorities
- Looking Ahead



LEGISLATIVE SESSION OVERVIEW

Washington Legislature Convened January 8th for 60 days, adjourned sine die March 7th

- Senate 29 D – 20 R House 58 D – 40 R

Second year of biennial budget

- Unusually active budget year due to Climate Commitment Act & new Capital Gains Tax proceeds. Might be one-time revenue
- Six Initiatives to the Legislature.
 - Three adopted
 - Removing most restraints on policy pursuits
 - Parent's Bill of Rights
 - Prohibiting Income Tax
 - Three going to November ballot.
 - Climate Commitment Act repeal
 - Capital Gains Tax repeal
 - Long term care tax changes

2024 AGENDA
CITY OF DES
MOINES
CAPITAL BUDGET

Capital Budget asks for Marina Steps and for Marina Electrification.

Result: Received \$100,000 for marina electrification



POLICY ISSUES – PUBLIC SAFETY

- DM's Public Safety Agenda
 - Priority: Local option sales tax for public safety
 - Result: Didn't pass
 - More training slots
 - Eliminated local govt. co-payment (25%) for academy slots
 - Auto-related: catalytic converter theft and after-market muffler
 - Catalytic converter law strengthened, making certain thefts a felony, expanded marking program.

POLICY ISSUES – AIRPORT RELATED

- Airport: Continue working to minimize and mitigate SEA's health and environmental impact on Des Moines residents
- Result – Keiser/Orwall Bill -- SB-5955 addressing failed “Port Packages”
 - Establishes new grant program. Initial State funding \$1 million.
 - In parallel POS put in \$5 million.
- Other airport-mitigation related funding
 - \$6 million grant program to address air quality in south King, addressing ultrafine particles & other aviation-related air pollution.
 - \$44 million (statewide) to address school indoor air-quality. \$500K set-aside specifically for SEA flightpath schools

LOOKING AHEAD – STATE ELECTION

- Washington State – election year
- Three Initiatives on ballot
- Open seats for:
 - Governor
 - Attorney General
 - Commissioner of Public Lands
 - Insurance Commissioner
- All 98 House Seats
- 24 of 49 Senate seats up for election (neither 30th nor 33rd). Six Senators (5 D, 1 R) running for higher office
- At least 25 Legislative retirements (or running for higher office) – retirements include Andy Billig, Frank Chopp, J.T. Wilcox & **Karen Keiser**
- A very different Executive & Legislative branch awaits the next Legislative session in January 2025.

LOOKING AHEAD – FEDERAL

- Feds: Election year. Ds control Senate, Rs House.
- Dysfunction high.
 - Just passed budget in recent weeks (was supposed to be done by start of FY in Oct. '23).
 - Earmark rules not yet available, working with Cong. Smith's office and might pursue something if rules allow.
 - Budget might not pass until well into next Congress, so chance that all could alter significantly in January.

THANK YOU
SENATOR KAREN
KEISER, REP. TINA
ORWALL &
WONDERFUL DM
AREA
DELEGATION!

(SB-5955 BILL SIGNING)




Draft Ordinance 24-022 Automated Traffic Safety Camera Update



April 11, 2024
Staff Presentation: Matthew Hutchins,
Acting City Attorney

January 25, 2024

Draft Ordinance 24-002
Speed Camera Penalties



January 25, 2024
Staff Presentation: Matthew Hutchins,
Acting City Attorney



ESHB 2384

CERTIFICATION OF ENROLLMENT
ENGROSSED SUBSTITUTE HOUSE BILL 2384

68th Legislature
2024 Regular Session

Passed by the House March 5, 2024 Yeas 55 Nays 38	CERTIFICATE
_____ Speaker of the House of Representatives	I, Bernard Dean, Chief Clerk of the House of Representatives of the State of Washington, do hereby certify that the attached is ENGROSSED SUBSTITUTE HOUSE BILL 2384 as passed by the House of Representatives and the Senate on the dates hereon set forth.
Passed by the Senate February 29, 2024 Yeas 26 Nays 23	_____ Chief Clerk
_____ President of the Senate Approved	FILED
_____ Governor of the State of Washington	_____ Secretary of State State of Washington

- ▶ Repeals RCW 46.63.170
- ▶ Reenacts provisions as 6 new RCWs
- ▶ Caps all* citations at \$145
- ▶ Caps school zone citations at \$290
- ▶ Restricts use of revenue
- ▶ Existing school zone and red light citations grandfathered
- ▶ 25% of net proceeds to state after 4 years

Effect of Draft Ordinance



- ▶ Corrects references in DMMC to RCW 46.63.170
- ▶ Amends penalty provisions to reflect new caps
- ▶ Restricts revenue from new cameras to safe streets design, construction, and maintenance
- ▶ Retains use of revenues for “traffic safety purposes” for existing cameras
- ▶ Remit 25% of net proceeds to state after 4 years
- ▶ Early adoption avoids AOC bottleneck

City of Des Moines
Photo Enforcement Program
 21630 11th Ave South Suite C
 Des Moines, WA 98198
 (206) 878-4597

NOTICE OF INFRACTION

NOTICE #: 3522300140183
 PIN: 1877
 CITATION #: IP017: [REDACTED]

Amount Due: \$136.00
 Due Date: 01/16/2024

INFRACTION (Red Light Violation) - 0.46-61.090.1	FINE AMOUNT \$136.00
VIOLATION DATE 12/07/2023	VIOLATION TIME 2:09 AM
YEAR 2017	VEHICLE PLATE # [REDACTED]
MAKE HYUN	STATE WA
MODEL ELA	COLOR [REDACTED]
LOCATION WILHELM DES MOINES RIDER #19 (RMT) @ PACIFIC HWY S/58 99 Des Moines, WA	
REGISTERED OWNER [REDACTED]	
DEFENDANT [REDACTED]	
STREET ADDRESS [REDACTED]	
CITY MUKILTEO	STATE WA
	ZIP [REDACTED]

I, the undersigned, hereby certify that the information contained herein is true and correct. Based upon my review of electronic images made by an automated traffic safety camera, I have reasonable grounds to believe and do believe that the driver and the vehicle described above was in violation of Revised Code of Washington 0.46-61.090.1 (Red Light Violation). The photographic image of the vehicle and its license plate included in this notice and surveillance video more fully at the time of the violation, and hereby is fair and accurate representation of the location listed above. The video recording and photographs show that the operator failed to stop the vehicle at the clearly marked stop line or other stopping point while facing a steady or flashing red signal. This location is clearly marked by signs in locations that clearly indicate to a driver that he or she is entering a zone where traffic laws are enforced by an automated traffic safety camera. The registered owner of the vehicle at the time of the violation is named above based on information received from the State of Washington Department of Licensing.

OFFICER: [Signature] CHASE OCHART, Des Moines, Washington. BADGE #: 2092. ISSUE DATE: 12/11/2023.

This notice of infraction will be filed in the Des Moines Municipal Court, 21630 11th Ave South Suite C, Des Moines, WA 98198. (206) 878-4597.

Detach and mail this coupon with your payment.

NAME: [REDACTED]	DUE: 01/16/2024
NOTICE #: 3522300140183	VERSION: 1 ISSUED: 12/11/2023
PLATE: [REDACTED]	STATE: WA CITATION: IP017: [REDACTED]

PAYMENT COUPON

Des Moines Municipal Court
Photo Enforcement Program
 21630 11th Ave South Suite C
 Des Moines, WA 98198

AMOUNT DUE: \$136.00

You have 30 days from the date of mailing to respond by one of the following methods:

1. Pay the penalty (detach this coupon in the enclosed envelope along with your payment); OR
2. Enter into a payment plan with the Court (see Payment Options on the reverse side); OR
3. Request a mitigation hearing to explain the circumstances (use Hearing Request form for explanation of hearing); OR
4. Request a contested hearing to challenge liability for the Notice (see Hearing Request form for explanation of hearing); OR
5. Submit a Declaration of Non-Responsibility (see attached).

This notice represents a determination that an infraction has been committed and the determination shall be final unless contested as provided by RCW 46.63.

Consent Agenda Motion

"I move to enact Draft Ordinance 24-022, amending chapters 10.36 and 10.40 DMMC to implement changes to the automated traffic safety camera program required by ESHB 2384."

**CITY OF DES MOINES
Voucher Certification Approval**

April 11, 2024

Auditing Officer Certification

Voucher transfers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the City Council.

As of **April 11 2024** the Des Moines City Council, by unanimous vote, does approve⁴ for payment those vouchers through April 4, 2024 and payroll transfers through April 5, 2024 included in the attached list and further described as follows:

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		9847	9927	784,721.31
Wires		2530	2536	526,810.88
Accounts Payable Checks		165755	165769	59,394.70
Accounts Payable Voided EFT		9861	9861	(3,045.00)
Total Vouchers paid				1,367,881.89
Payroll Vouchers				
Payroll Checks	4/5/2024	19812	19815	2,818.28
Payroll Advice		9051	9223	520,323.55
Total Paychecks & Direct Deposits				523,141.83
Total checks and wires for A/P & Payroll				1,891,023.72

A G E N D A I T E M

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: Senior Services Advisory Committee
Appointments

FOR AGENDA OF: April 11, 2024

DEPT. OF ORIGIN: Community Services

ATTACHMENTS:

- 1. Paul Barton DeLacy application
- 2. Julie McCullough application

DATE SUBMITTED: March 28, 2024

CLEARANCES:

- City Clerk *JK*
- Community Development _____
- Courts _____
- Emergency Management _____
- Finance _____
- Human Resources _____
- Legal /s/MH _____
- Marina _____
- Police _____
- Parks, Recreation & Senior Services *JK*
- Public Works _____

APPROVED BY CITY MANAGER
FOR SUBMITTAL: *JK*

Purpose and Recommendation

The purpose of this agenda item is to recommend City Council approval of appointment to the City of Des Moines Senior Services Advisory Committee.

Suggested Motion

Motion 1: “I move to confirm the Mayoral appointment of Paul Barton DeLacy to an open position on the City of Des Moines Senior Services Advisory Committee, effective immediately and expiring on December 31, 2027.”

Motion 2: “I move to confirm the Mayoral appointment of Julie McCullough to an open position on the City of Des Moines Senior Services Advisory Committee, effective immediately and expiring on December 31, 2025.”

Background

The Senior Services Advisory Committee was created by chapter 4.44 DMMC, which details the powers and duties of the Committee, ex-officio members, terms, meetings, reports to City Council, and scope of duties for the Senior Services Advisory Committee. The Committee advises the City Council on policy and budgetary subjects related to senior services, current and future facilities relating to senior services, review of federal, state and county laws and regulations, proposed laws and regulations and the impact of such laws and regulations on delivery of senior services, and to perform such other tasks as are assigned by the City Council.

The Committee consists of seven members. One member of the Committee need not be a resident of the City and up to two members of the Committee may reside outside the City limits but work or volunteer within the City limits. Four Committee members are appointed to two year terms and three members of the committee are appointed to four year terms.

Discussion

The current committee consists of 3 members, 1 of which is serving her first term, which has an end date of December 2025. The remaining two are serving their second terms, ending in December 2026. The two applicants will enter into a 4 year and a 2 year term, respectively.

Alternatives

None provided.

Financial Impact

No financial impact.

Recommendation/Concurrence

Des Moines Administration recommends the Mayoral appointment of Paul Barton DeLacy and Julie McCullough to the Senior Services Advisory Committee.



Attachment #1

Employment Application | Submitted: 03-Mar-2024

AAA

Paul Barton DeLacy

☎ (503) 319-8086
 ✉ pbdelacy@delacycre.com
 🏠 26485 8th Avenue South Des Moines
 Des Moines, WA 98198
 USA

Des Moines Citizen Advisory Boards

Job Location - Des Moines, WA
Department - Administration
Source - Other - Des Moines City Currents magazine

Job Questions

Citizen Advisory Board | Score Total - 0

Question	Answer	Score	Disqualifier?
Are you over 18? *	Yes	0	
Are you a Des Moines Resident? *	Yes	0	
If no, please list the City in which you currently live.	This question was not answered.		
Please select from the following Boards that you are interested in applying for: *	Senior Services	0	
Date available for appointment to committee: *	immediately		
Can you attend evening meetings? *	Yes	0	
Can you attend daytime meetings? *	Yes	0	
Can you attend weekend meetings? *	Yes	0	
Serving on a committee requires a time commitment. Approximately how many hours each month can you devote to the City Board? *	8-10. I am still working but manage my own schedule		

Have you previously served or are you currently on one of the City of Des Moines committees? *	No	0
If yes, please list the committee(s) below: *	I have not served on any Des Moines committees	
Please list any related professional and or community activities that you are involved in. *	Seattle Rotary, The Rainier Club. Please see my CV which was uploaded for past activities	
If you are applying for a specific board, explain how your experience and perspective would directly contribute to the board and surrounding community. *	I am turning 70 but am still employed and working professionally. My wife and I moved to Des Moines in 2020 to care for her mother who passed in September. My wife's family have lived in the house we now own since the 1940's. My wife is the third generation owner. Most of our neighbors are seniors and I am confident I can provide insight and energy to the commission.	

Additional Questions

Personal Information | Score Total - 0

Question	Answer	Score	Disqualifier?
Are you authorized to work in the United States? Proof of I-9 status required upon hiring. Positions in the Police Department require U.S. citizenship per RCW 41.12.070. *	Yes	0	
Do you have a valid driver's license?	Yes	0	
DL #:			
State:	Washington		
After reviewing the job announcement, can you perform the essential functions of the job with or without reasonable accommodations? If you check yes, the staff person coordinating this recruitment will send you a request asking for additional information. (This confidential information is	Yes	0	

solicited for the purpose of providing reasonable accommodation only). *

Do you currently smoke or use any tobacco product? Because of the known effects of tobacco use, the City of Des Moines does not hire applicants who use tobacco products. * No 0

Are you related to or residing with a current employee of the City of Des Moines? * No 0

If yes, provide employee name and relationships: This question was not answered.

Have you previously been employed by the City of Des Moines? * No 0

If yes, please give title and dates of employment: This question was not answered.

Professional Licenses and Certificates | Score Total - 0

Question	Answer	Score	Disqualifier?
License or Certificate Name:	Certified General Real Estate Appraiser		
License or Certificate Number:	1100107		
Date Issued:	May 13, 1992		
Expiration Date:	March 5, 2026		

Veteran's Scoring Criteria (Veteran's Preference) | Score Total - 0

Question	Answer	Score	Disqualifier?
Are you considered a veteran under these standards? *	No	0	
Have you ever obtained employment utilizing veteran's scoring criteria? *	No	0	
Are you currently receiving any military retirement benefits? *	No	0	
Are you claiming veteran's scoring criteria for this position?	No	0	

(If yes, a DD-214 will be requested at a later date.) *

Applicant Statement

I declare that all statements and answers in this application are true and complete and agree that any untrue or misleading answer, omission, concealment or failure to answer any questions fully, completely and accurately may be grounds for terminating my employment, regardless of when it is discovered. By completing this application, I give this employer the permission to validate some of my answers with the appropriate authorities/institutions.

I authorize this employer or its agents to investigate my references, to review my former employment record and to keep and preserve records of such investigations. Additionally, I release all parties from liability for any damage that may result from furnishing information to this employer or its agents.

I agree to the above.

Signature: Paul Barton DeLacy

Date: 2024-03-03 04:13:41pm

IP Address: 24.16.105.69



Employment Application | Submitted: 17-Mar-2024

AAA

Julie McCullough

☎ (206) 445-4848
 ✉ Julie4101@comcast.net
 🏠 Not Listed
 Des Moines, WA 98198
 USA

Des Moines Citizen Advisory Boards

Job Location - Des Moines, WA
Department - Administration
Source - Indeed - apply

Job Questions

Citizen Advisory Board | Score Total - 0

Question	Answer	Score	Disqualifier?
Are you over 18? *	Yes	0	
Are you a Des Moines Resident? *	Yes	0	
If no, please list the City in which you currently live.			
Please select from the following Boards that you are interested in applying for: *	Senior Services	0	
Date available for appointment to committee: *	Open		
Can you attend evening meetings? *	Yes	0	
Can you attend daytime meetings? *	Yes	0	
Can you attend weekend meetings? *	Yes	0	
Serving on a committee requires a time commitment. Approximately how many hours each month can you devote to the City Board? *	Depends on the needs. 20 hrs or more		

Have you previously served or are you currently on one of the City of Des Moines committees? *	No	0
If yes, please list the committee(s) below: *	N/A	
Please list any related professional and or community activities that you are involved in. *	N/A	
If you are applying for a specific board, explain how your experience and perspective would directly contribute to the board and surrounding community. *	I was a care taker for my mom who had Alzheimer's and have a strong desire to help seniors.	

Additional Questions

Personal Information | Score Total - 0

Question	Answer	Score	Disqualifier?
Are you authorized to work in the United States?	Yes	0	
Proof of I-9 status required upon hiring. Positions in the Police Department require U.S. citizenship per RCW 41.12.070. *			
Do you have a valid driver's license?	Yes	0	
DL #:			
State:	Wa		
After reviewing the job announcement, can you perform the essential functions of the job with or without reasonable accommodations? If you check yes, the staff person coordinating this recruitment will send you a request asking for additional information. (This confidential information is solicited for the purpose of providing reasonable accommodation only). *	Yes	0	

Do you currently smoke or use any tobacco product? Because of the known effects of tobacco use, the City of Des Moines does not hire applicants who use tobacco products. *	No	0
Are you related to or residing with a current employee of the City of Des Moines? *	No	0
If yes, provide employee name and relationships:	This question was not answered.	
Have you previously been employed by the City of Des Moines? *	No	0
If yes, please give title and dates of employment:	This question was not answered.	

Professional Licenses and Certificates | Score Total - 0

Question	Answer	Score	Disqualifier?
License or Certificate Name:	This question was not answered.		
License or Certificate Number:	This question was not answered.		
Date Issued:	This question was not answered.		
Expiration Date:	This question was not answered.		

Veteran's Scoring Criteria (Veteran's Preference) | Score Total - 0

Question	Answer	Score	Disqualifier?
Are you considered a veteran under these standards? *	No	0	
Have you ever obtained employment utilizing veteran's scoring criteria? *	No	0	
Are you currently receiving any military retirement benefits? *	No	0	
Are you claiming veteran's scoring criteria for this position? (If yes, a DD-214 will be requested at a later date.) *	No	0	

Applicant Statement

I declare that all statements and answers in this application are true and complete and agree that any untrue or misleading answer, omission, concealment or failure to answer any questions fully, completely and accurately may be grounds for terminating my employment, regardless of when it is discovered. By completing this application, I give this employer the permission to validate some of my answers with the appropriate authorities/institutions.

I authorize this employer or its agents to investigate my references, to review my former employment record and to keep and preserve records of such investigations. Additionally, I release all parties from liability for any damage that may result from furnishing information to this employer or its agents.

I agree to the above.

Signature: Julie Rae McCullough

Date: 2024-03-17 07:47:18pm

IP Address: 73.225.53.164

A G E N D A I T E M

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: Black Wellness Week Proclamation

FOR AGENDA OF: April 11, 2024

ATTACHMENTS:
1. Proclamation

DEPT. OF ORIGIN: Administration

DATE SUBMITTED: Apr; 04, 2024

CLEARANCES:

- City Clerk *JK*
- Community Development _____
- Courts _____
- Emergency Management _____
- Finance _____
- Human Resources _____
- Legal _____
- Marina _____
- Police _____
- Parks, Recreation & Senior Services _____
- Public Works _____

APPROVED BY CITY MANAGER
FOR SUBMITTAL: _____

Purpose and Recommendation

The purpose of this agenda item is to show Council support and proclaim April 15-19 as Black Wellness Week.

Suggested Motion

Motion: "I move to approve the Proclamation recognizing April 15-19 as Black Wellness Week."

Background

In February of 2024, Gov. Jay Inslee issued a proclamation announcing the inaugural Black Wellness Week, which will be observed April 15th-19th.

The Elevate Black Wellness initiative establishes a framework for addressing health disparities faced by the Black community. It integrates grassroots advocacy with governmental support and emphasizes actionable steps to enhance health outcomes and build a sustainable model for future wellness initiatives.

The proclamation aims to foster community empowerment by bringing awareness to health disparities as evidenced during the COVID-19 pandemic and aligning with broader universal health objectives.



City of Des Moines
ADMINISTRATION
21630 11TH AVENUE SOUTH, SUITE A
DES MOINES, WASHINGTON 98198-6398
(206) 878-4595 T.D.D.: (206) 824-6024 FAX: (206) 870-6540



Proclamation

WHEREAS, the tradition of Booker T. Washington’s Negro Health Week has historically spotlighted health disparities in the Black community, fostering advocacy and education; and

WHEREAS, holistic well-being, encompassing physical, mental, emotional, and social health, is a priority for all communities; and

WHEREAS, addressing health disparities in Washington State, especially within the Black community, calls for initiatives that are both inclusive and resource-conscious; and

WHEREAS, a community-driven approach, focusing on leveraging existing resources and capacities, is essential for the effective implementation of Black Wellness Week; and

NOW THEREFORE, THE DES MOINES COUNCIL HEREBY PROCLAIMS April 15th - 19th, 2024 as

Black Wellness Week

and urges all residents to join them in this special observance.

SIGNED this day 11th day of April, 2024

Traci Buxton, Mayor

AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: Public Drainage Easement

FOR AGENDA OF: April 11, 2024

ATTACHMENTS:

- 1. Public Drainage Easement

DEPT. OF ORIGIN: Public Works

DATE SUBMITTED: April 3, 2024

CLEARANCES:

- City Clerk _____
- Community Development **DEL**
- Courts _____
- Director of Marina Redevelopment _____
- Emergency Management _____
- Finance *[Signature]*
- Human Resources _____
- Legal /s/ MH
- Marina _____
- Police _____
- Parks, Recreation & Senior Services _____
- Public Works **TAB**

APPROVED BY CITY MANAGER
FOR SUBMITTAL: *[Signature]*

Purpose and Recommendation

The purpose of this agenda item is to seek City Council approval of the “Public Drainage Easement” (Attachment 1) signed by the property owners as a part of the Deepdene Plat Outfall Pipe Project to replace an existing stormwater outfall pipe. The following motion will appear on the Consent Agenda:

Suggested Motion

Motion: “I move to approve the attached “Public Drainage Easement,” and authorize the City Manager to accept the easement and sign the agreement substantially in the form as submitted.”

Background

During the development of the Deepdene Short Plat in the mid-1980s, an 8-inch diameter PVC stormwater pipe was installed from the cul-de-sac at South 260th Street down the bluff through a ravine to the shoreline. At initial installation, the 8-inch storm pipe was buried with approximately 1-foot of ground cover down the 140-foot bluff elevation. Failure of this slope occurred in the winter of 2015 which resulted in a slide area within the lower 30 feet of the slope above the beach. The lower segment of the 8-inch storm pipe was partially destroyed by the slide.

A geotechnical evaluation was done March 28, 2016 by AMEC Foster Wheeler and concluded that slope destabilization was caused by unusually heavy rains saturating the loose soils of a pre-existing landslide. A follow-up geotechnical evaluation was also done on May 9, 2017 by HWA Geosciences. Both geotechnical evaluations recommended an anchored surface-mounted stormwater pipe due to the expected continued slope failure. In 2017, Public Works staff completed the installation of a temporary outfall pipe replacing the section impacted by the slide.

Tetra Tech began the design for a permanent outfall pipe under a Task Assignment that was approved by the City Council at its May 24, 2018 meeting. Phase 1 of the project was completed in 2020, where Public Works diverted flow away from this system to reduce the volume of stormwater conveyed over the bluff. The final design of phase 2, the outfall system, has been ongoing.

Discussion

The preferred stormwater alignment on the project deviates from the existing drainage easement. A new drainage easement along this alignment is needed to install the new system on private property. The Easement provides the right to the City to install, maintain, access and use a public drainage facility, with the necessary appurtenances, through and across the Easement Area.

Alternatives

Council could elect not to approve the motion and direct staff to evaluate alternative stormwater alignments. This would take significant time and resources.

Financial Impact

The granting of the Easement does not include any financial impacts.

Recommendation

Staff recommends the adoption of the motion.

Council Committee Review

The Environment Committee has been routinely updated on the status of this project.

Filed for Record at Request of:

City of Des Moines
21630 11th Avenue So., Suite C
Des Moines WA 98198-6398

Attn: City Attorney

PUBLIC DRAINAGE EASEMENT

Grantors: KENNETH A. SPRIDGEON, an unmarried individual and
CAROL LOUDERBACK, an unmarried individual

Grantee: City of Des Moines, a municipal corporation in the State of
Washington

Legal Description
(Abbreviated): DEEPDENE TGW UND 1/4 INT IN PRIVATE ROAD
Full legal description on Exhibit B.

Assessor's Property Tax
Parcel/Account Number(s): 1938900050

THIS PUBLIC DRAINAGE EASEMENT (this "Easement") is made this 22nd day
of March, ~~2023~~ ²⁰²⁴ by and between KENNETH A. SPRIDGEON, an unmarried
individual and CAROL LOUDERBACK, an unmarried individual, hereinafter called "Grantor",
and the CITY OF DES MOINES, a municipal corporation in the State of Washington,
hereinafter called "Grantee":

WITNESSETH:

That the said Grantor for valuable consideration does grant unto the Grantee a perpetual
non-exclusive easement in the location shown on Exhibit A (the "Easement Area") for the
purpose of installing maintaining, accessing and using a public drainage facility, with the
necessary appurtenances (the "Drainage Facility"), through and across the Easement Area, which
is located on that certain the real property owned by Grantor and situated in the City of Des
Moines, King County, Washington, more particularly described on Exhibit B (the "Grantor
Property").

Grantee, in exercising its rights granted hereunder, shall not unreasonably interfere with
Grantor's use and enjoyment of the Grantor Property. Grantee shall have the right without prior
institution of any suit or proceeding of law, at times as may be necessary, to enter upon the
Easement Area for the purpose of inspection, construction, repair, maintenance and alteration, or

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reconstruction of said Drainage Facility, or making any connections therewith, without incurring any legal obligation or liability therefore, except as expressly provided herein; provided that such inspection, construction, repair, maintenance and alteration, or reconstruction of said Drainage Facility shall be accomplished in such a manner that existing landscaping and private improvements in the Easement Area, including without limitation, the concrete paver patio, fire pit, shrub hedge, stairway from the Grantor's deck, and pathway (collectively, the "Existing Improvements") shall not be disturbed or destroyed. In the event they are disturbed or destroyed, Grantee shall promptly replace and repair the same to as good a condition as they were immediately before the Easement Area was entered upon by the Grantee. For avoidance of doubt, Grantee is expressly prohibited from entering any portion of the Grantor Property outside the Easement Area, unless with the consent of the Grantor or where Grantee holds any additional easements.

Grantee shall have the right to use the Drainage Facility, and further shall have the right to make additional connections for public drainage, provided all connections are constructed in accordance with the ordinances of the City of Des Moines and all other applicable laws.

Prior to commencing the installation of any portion of the Drainage Facility in the Easement Area, Grantee shall, at its sole cost and expense, submit to Grantor for its review, copies of the plans and specifications for the Drainage Facility including, without limitation, (1) demonstration that the facility will not adversely impact the Existing Improvements or the stability of the land or the hillside, (2) construction surveys, and (3) all required permits setting forth the particulars and scope of work, including the installation of a system for monitoring the movement of the ground and hillside under and adjacent to the Easement Area. Grantor shall have the right to approve the same in writing within ten (10) business days following receipt of the same, such approval shall not unreasonably be withheld. If no response is received from Grantor within ten business days, approval shall be deemed granted. Grantee shall give Grantor not less than thirty (30) days prior notice of its estimated commencement of construction of the Drainage Facility, which notice shall include the date the construction will begin and the estimated timeframe for completion of the same.

Grantee hereby assumes sole financial responsibility for the maintenance of the Drainage Facility and any maintenance to the land or the hillside where the Easement Area is located arising from the existence, operation or use of the public drainage and/or Grantee's exercise of its right granted herein.

Grantee shall indemnify, defend and hold Grantor harmless from and against any and all costs, including attorney fees, expenses, losses, and damages incurred as a result of the installation, existence, operation, maintenance, repair or use of the Drainage Facility and/or Grantee's exercise of its right granted herein, including, but not limited to, maintenance costs, damage to the Existing Improvements, the movement of the land under and adjacent to the Easement Area, and the removal of Hazardous Material.

It is expressly understood that the Grantor reserves the right to cancel and declare null and void this public drainage easement as to the Easement Area in the event "Hazardous Material" is deposited upon or discovered in the Easement Area or upon any real property

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adjacent to the Easement Area, whether or not said real property is owned by the Grantors. For the purposes of this Easement, "Hazardous Material" means and includes any hazardous, toxic or dangerous waste, substance or material defined as such in the Comprehensive Environmental Response Compensation and Liability Act of 1980 (CERCLA), 42 USC Section 9601, et seq., and as hereinafter amended.

Grantor hereby reserves the right to use the surface of said Easement Area, so long as said use does not interfere with the function and maintenance of the Drainage Facility, and so long as no permanent buildings or structures are erected on said easement other than the Existing Improvements which Grantor is expressly permitted to maintain, repair, restore and rebuild. If any new building or structure is erected on the Easement Area without Grantee's consent, it shall be the responsibility of the Grantor to remove the building or structure upon the demand of the Grantee. Grantor shall not excavate the Easement Area and the surface level of the ground within the easement area shall be maintained at the elevation as currently existing unless otherwise approved by Grantee.

This Easement shall be a covenant running with the land and shall be binding on Grantors' and Grantee's successors, heirs, or assigns. The term of this Easement shall commence on the date hereof and shall be perpetual, provided that Grantee agrees that this Easement shall terminate and Grantee to release this Easement of record if at any time the Easement Area is no longer needed for the Drainage Facility.

[signature pages follow]

DATED this 22ND day of March, 2024

GRANTORS:

Kenneth A. Spridgeon [Signature]

STATE OF WASHINGTON)
) ss.
COUNTY OF KING)

On this 22 day of March, 2024 before me, the undersigned a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared Kenneth A. Spridgeon, to me known to be the Grantors who executed the foregoing instrument, and acknowledged the said instrument to be the free and voluntary act of said Grantors, for the uses and purposes therein mentioned, and on oath state that they are authorized to execute the instrument.

Witness my hand and official seal hereto affixed the day and year first above written.



[Signature]
Notary Public in and for the State of
Washington, residing at King Co.
My Commission expires 10/29/2027

DATED this 3 day of April, 2024

GRANTORS:

Carol Lynn Luderback _____

STATE OF WASHINGTON)
) ss.
COUNTY OF KING)

On this 3 day of April, 2024 before me, the undersigned a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared Carol Lynn Luderback, to me known to be the Grantors who executed the foregoing instrument, and acknowledged the said instrument to be the free and voluntary act of said Grantors, for the uses and purposes therein mentioned, and on oath state that they are authorized to execute the instrument.

Witness my hand and official seal hereto affixed the day and year first above written.

Laura Hopp
Notary Public in and for the State of
Washington, residing at King County
My Commission expires 6-29-25



GRANTEE:

CITY OF DES MOINES,
a municipal corporation in the State of Washington

By: _____
Name: _____
Title: _____

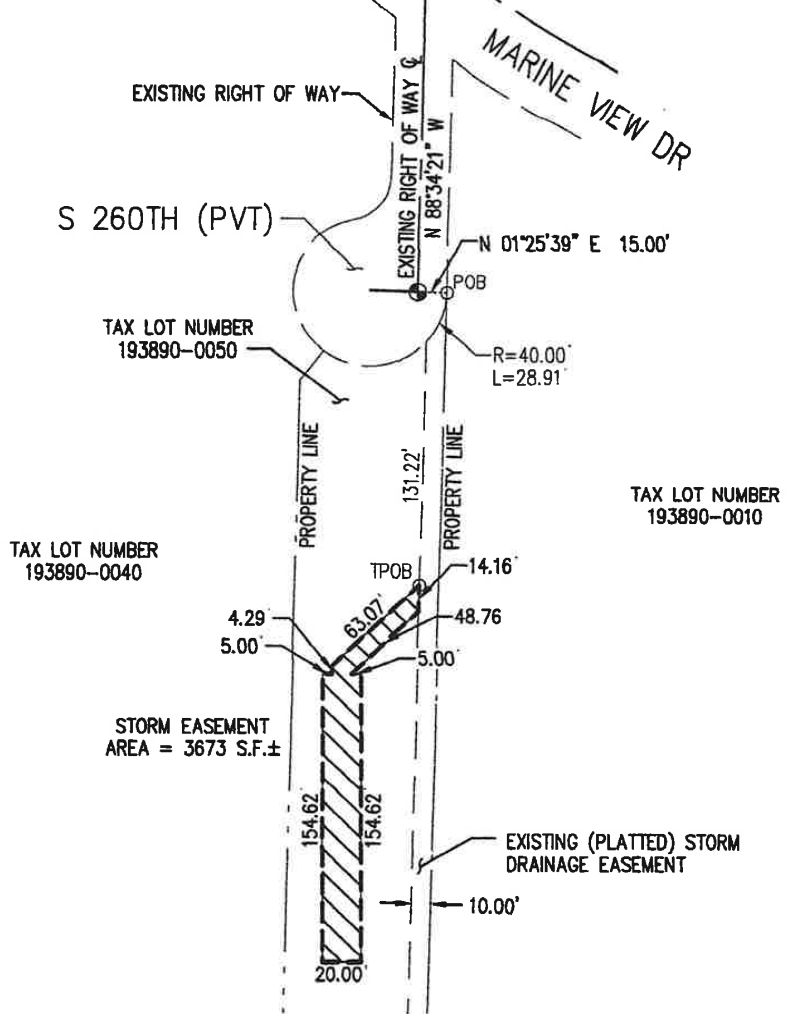
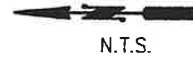
STATE OF WASHINGTON)
) ss.
COUNTY OF KING)

On this _____ day of _____, 20__ before me, the undersigned a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared _____, to me known to be the _____ of the CITY OF DES MOINES, a municipal corporation in the State of Washington, and acknowledged the said instrument to be the free and voluntary act of said party, for the uses and purposes therein mentioned, and on oath state that they are authorized to execute the instrument.

Witness my hand and official seal hereto affixed the day and year first above written.

Notary Public in and for the State of
Washington, residing at _____
My Commission expires _____

NE 1/4, SEC. 29, T. 22 N., R. 4 E., W.M.



DATE: FEBRUARY 19, 2024

FILE: 193890-0050-STRM.DWG

KPG
ROMA
 Seattle
 3131 Elliott Avenue, Suite 400
 Seattle, WA 98121 206.286.1640
 Tacoma | Wenatchee | KPG.com

EXHIBIT A
 PARCEL 193890-0050
 STORM EASEMENT

EXHIBIT B
PARCEL NO. 193890-0050
STORM EASEMENT

THAT PORTION OF THE HEREINAFTER DESCRIBED PARCEL "A" DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF SAID PARCEL "A", SAID CORNER ALSO BEING ON THE MARGIN OF SOUTH 260TH STREET AND LYING SOUTH 01° 25' 39" WEST, 15.00 FEET FROM A MONUMENT IN CASE PER THE PLAT OF DEEPDENE RECORDED IN VOLUME 135, PAGES 32 AND 33, RECORDS OF KING COUNTY, WASHINGTON;

THENCE NORTHWESTERLY ALONG SAID MARGIN OF SAID SOUTH 260TH STREET ON A CURVE TO THE RIGHT WHOSE CENTER BEARS NORTH 01° 25' 39" EAST, 40.00 FEET, AN ARC DISTANCE OF 28.91 FEET TO THE NORTH LINE OF AN EXISTING 10.00 FOOT STORM DRAINAGE EASEMENT ACCORDING TO SAID PLAT OF DEEPDENE;

THENCE NORTH 88° 34' 21" WEST ALONG SAID NORTH LINE, 131.22 FEET TO THE TRUE POINT OF BEGINNING;

THENCE CONTINUING NORTH 88° 34' 21" WEST ALONG SAID NORTH LINE, 14.16 FEET;

THENCE NORTH 43° 39' 13" WEST, 48.76 FEET;

THENCE SOUTH 00° 03' 13" EAST, 5.00 FEET;

THENCE SOUTH 89° 56' 54" WEST, 154.62 FEET;

THENCE NORTH 00° 03' 06" WEST, 20.00 FEET;

THENCE NORTH 89° 56' 54" EAST, 154.62 FEET;

THENCE SOUTH 00° 03' 13" EAST, 5.00 FEET;

THENCE NORTH 89° 56' 47" EAST, 4.29 FEET;

THENCE SOUTH 43° 39' 13" EAST, 63.07 FEET TO THE TRUE POINT OF BEGINNING.

CONTAINING 3,673 SQUARE FEET, MORE OR LESS.

PARCEL "A":

(PER FIRST AMERICAN TITLE COMPANY ORDER NO. 4136123, DATED JANUARY 30, 2024)

LOT 5, OF THE PLAT OF DEEPDENE RECORDED IN VOLUME 135, PAGES 32 AND 33, RECORDS OF KING COUNTY, WASHINGTON, TOGETHER WITH AN UNDIVIDED INTEREST IN PRIVATE ROAD ADJOINING AS DELINEATED ON THE FACE OF SAID PLAT.

193890-0050-STRM.DOCX

Page 1 of 1
KPG
TACOMA · SEATTLE



AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: Updating the City’s automated traffic safety camera program

FOR AGENDA OF: April 11, 2024

ATTACHMENTS:

1. Draft Ordinance no. 24-022
2. Engrossed Substitute House Bill 2384

DEPT. OF ORIGIN: Legal

DATE SUBMITTED: April 3, 2024

CLEARANCES:

- City Clerk _____
- Community Development _____
- Courts *M. Patrick*
- Director of Marina Redevelopment _____
- Emergency Management _____
- Finance *[Signature]*
- Human Resources _____
- Legal /s/MH
- Marina _____
- Police /s/MC
- Parks, Recreation & Senior Services _____
- Public Works _____

APPROVED BY CITY MANAGER

FOR SUBMITTAL: *[Signature]*

Purpose and Recommendation

The purpose of this agenda item is for the City Council to consider Draft Ordinance 24-022 which would amend chapters 10.36 and 10.40 DMMC to incorporate changes to state law imposed by Enhanced Substitute House Bill 2384, passed by the Legislature in the 2024 session.

Suggested Motion

Motion: "I move to enact Draft Ordinance 24-022, amending chapters 10.36 and 10.40 DMMC to implement changes to the automated traffic safety camera program required by ESHB 2384."

-

Background

Last year, using new authority granted by the Legislature, the City Council authorized the use of park zone speed enforcement cameras as an additional tool to combat unsafe speeding in areas near public parks, such as the chronic problem areas adjacent to Redondo Beach Park and Wooten Park in Redondo.

City staff and the City's camera vendor engaged in a several months' long effort to be first adopters of park zone cameras in Washington. This also meant new procedures and processes for the Administrative Office of the Courts for the state (AOC) that their work with the City's new program helped them navigate. As a result of this collaborative effort to bring this new category of automatic traffic safety cameras online, the City Council amended city code to clarify the penalty schedule for speeding violations. With this action, Des Moines Court staff was able to work with AOC to program the tiered penalty schedule in the court's computer system.

In a surprise move this legislative session, the Legislature enacted Engrossed Substitute House Bill 2384, later signed into law by the governor. The law takes effect June 6, 2024. In many ways, the basic framework that enables cities to install and operate automated traffic safety cameras remains the same, but the single enabling RCW section is being repealed, to be replaced by a number of new RCW sections, a move that will make references in the DMMC incorrect. Additionally, the maximum penalty for all offenses other than speeding in a school zone is reduced from \$250 to \$145. There are also new restrictions on how the revenues can be used, but existing school zone and red light cameras can be grandfathered to the uses the revenues have already been dedicated to.

Discussion

The City's automatic traffic safety camera program has shown significant effect in reducing red light and school zone violations where cameras have been installed. We anticipate there will be a similar effect addressing speed issues in the park zones at Redondo. It is functionally impossible for a city to operate a safety camera program outside of the framework originally created by the Legislature. To continue taking advantage of this opportunity, the City's code will need to be periodically updated to conform to new requirements imposed by the Legislature.

The first set of changes contained in the draft ordinance comes in response to the Legislature's choice to repeal RCW 46.63.170 and to break out its provisions into six new RCW sections. Instead of one all-encompassing section, there is now a definitions section, a substantive procedural section, and four sections enabling local jurisdictions to install cameras addressing different types of offenses. The draft ordinance amends the references to RCW 46.63.170 to reference section 2 of ESHB 2384, not yet codified.

The second set of changes implement the new caps on camera ticket fines. For our park zone and red light citations, the Legislature has imposed a hard cap of \$145. The cap for school zone cameras has actually increased from \$250 to twice the \$145 cap for the other offenses, or a total of \$290.

The next category of changes reflects new restrictions imposed by the Legislature on what uses camera revenue can be used for. The intent of these restrictions appears to be to dedicate the funds to maintaining and improving roadways in a manner that will contribute to safety – rather than relying solely on enforcement to improve driving habits, change our roadways to ones that encourage safe driving as well. Under the draft ordinance, revenues from the soon to be implemented park zone cameras and future cameras, other than those that support operation costs, will be dedicated to these purposes.

The new law does contain a grandfather clause that covers our existing red light and school zone cameras. The draft ordinance would continue to allow revenue from the existing cameras to be used for operations and public safety purposes, as well as for the new safe roads purposes.

The last changes in the draft ordinance reflect the Legislature's new direction that a portion of camera revenues be remitted to the State into the Cooper Jones active transportation safety account. Under the new scheme, 25% of noninterest post-expense revenue will be remitted for new cameras beginning four years from now.

Staff believes each of these changes are necessary to maintain the camera program and that the draft ordinance is designed in a way to minimize disruption through implementation of the park zone cameras and AOC's transition process.

Alternatives

The City Council may:

1. Enact the proposed Draft Ordinance as written.
2. Enact the proposed Draft Ordinance with modifications
3. Decline to enact the proposed Draft Ordinance.

Financial Impact

The draft ordinance would result in the City charging \$145 for all park zone tickets issued between the go live date and ESHB 2384 going into effect on June 6, 2024, a period of three weeks at the most. Theoretically, this would result in lost revenue on some portion of the tickets, which cannot be accurately projected. AOC anticipates potentially serious delays in implementation for courts statewide in the period around June due to the new legislation. Being able to submit these proposed changes early may partially or completely offset the foregone revenue.

Recommendation

Staff recommends that the City Council enact Draft Ordinance 24-022 as written.

CITY ATTORNEY'S FIRST DRAFT 04/03/2024

DRAFT ORDINANCE NO. 24-022

AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON relating to automated speed camera enforcement and amending DMMC 10.36.020 10.36.070, 10.40.020, and 10.40.070.

WHEREAS, pursuant to chapter 10.04 DMMC, the City adopted by reference the State's Model Traffic Ordinance which authorizes issuance of citations for various violations, including exceeding the posted speed limit, speeding in a school zone, and failing to stop for a red light, and

WHEREAS, in 2005, the Legislature adopted Engrossed Substitute Senate Bill 5060, enacting RCW 46.63.170 which authorizes the use of automated traffic safety cameras to detect certain traffic infractions, including speeding in school zones and red light violations upon passage of a local ordinance authorizing the use of said automated cameras, and

WHEREAS, in 2012 the City Council adopted Ordinance 1512, authorizing the use of automated traffic safety cameras to detect speeding in school zones, codified at DMMC chapter 10.36, and

WHEREAS, in 2016 the City Council adopted Ordinance 1647, authorizing the use of automated traffic safety cameras to detect red light running infractions, codified at DMMC chapter 10.40, and

WHEREAS, in the 2022 session, the Legislature amended RCW 46.63.170 to expand the purposes and locations where automatic safety cameras may be deployed to detect traffic infractions, including the detection of speeding in "public park safety zones", as defined by the statute, and

WHEREAS, in 2023 the City Council adopted Ordinance 1769, amending chapter 10.36 DMMC and authorizing the use of automated traffic safety cameras to detect speeding violations in public park speed zones, and

WHEREAS, in January 2024, the City Council adopted Ordinance 1789, clarifying the fine structure for speed violations detected with automated traffic safety cameras in response from questions from the Administrative Office of the Courts, and

Ordinance No. ____
Page 2 of 9

WHEREAS, subsequent to the adoption of this clarifying ordinance, the Legislature enacted Engrossed Substitute House Bill 2384 in the 2024 session, which repeals RCW 46.63.170 and reenacts the provisions enabling cities to install and operate automated traffic safety cameras in new RCW sections, and

WHEREAS, ESHB 2384 reduces the maximum penalty that can be imposed on all infractions other than speeding in a school zone from \$250 to \$145, and

WHEREAS, the law additionally imposes new and different restrictions on the revenue raised by new cameras and existing cameras that detect violations other than red light violations and school zone violations, and

WHEREAS, the amendments to the Des Moines Municipal Code contained in this ordinance are necessary to bring the City's automated traffic safety camera program into compliance with state law as amended by ESHB 2384, and

WHEREAS, the City Council finds that the adoption of this Ordinance is necessary and proper to protect public safety and welfare; now therefore,

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

Sec. 1. DMMC 10.36.020 and section 1(2) of Ordinance No. 1512 as amended by section 2 of Ordinance No. 1769 are each amended to read as follows:

Authorized Use.

(1) Consistent with the authority granted in chapter 46.63 RCW ~~46.63.170~~, City law enforcement officers and persons commissioned by the Chief of Police are authorized to use automated speed enforcement cameras and related automated systems only to detect and record the image of school speed zone violations or violations of the speed limit committed in a public park speed zone.

(2) Use of automated speed enforcement cameras is limited to taking pictures of the vehicle and vehicle license plate only,

and only while an infraction is occurring. Pictures may not reveal the face of the driver or of passengers in the vehicle.

(3) Each location where an automated speed enforcement camera is used shall be clearly identified by the City Traffic Engineer with the posting of signage placed in a manner that clearly indicates to a driver that the driver is entering a zone where traffic laws are enforced by an automated camera.

(4) Notwithstanding any other provision of law, all photographs, microphotographs and electronic images prepared under this chapter, and as provided in ~~RCW 46.63.170(1)(f)~~ Section 2, Chapter 307, Laws of 2024, are not open to the public and may not be used in a court in a pending action or proceeding unless the action or proceeding relates to a violation under this section. No photograph, microphotograph or electronic image may be used for any purpose other than enforcement of violations under this section nor retained longer than necessary to enforce this section.

Sec. 2. DMMC 10.36.070 and section 1(7) of Ordinance No. 1512 as amended by section 4 of Ordinance No. 1769 as amended by section 1 of Ordinance No. 1789 are each amended to read as follows:

Penalty.

(1) The maximum penalty for infractions detected within a school zone under authority of, and committed pursuant to, the provisions of this chapter shall be the lesser of the monetary penalty for a violation of RCW 46.61.440 as provided under RCW 46.63.110 for the applicable miles per hour exceeding the speed limit, including all applicable statutory assessments, or ~~\$250.00~~ \$290.00. ~~The monetary penalty for a violation of this chapter is consistent with the authority of RCW 46.63.170 and shall not exceed the maximum amount of fine issued for other parking infractions within the City.~~

(2) The maximum penalty for infractions detected outside of a school zone under authority of, and committed pursuant to, the provisions of this chapter shall be ~~the lesser of the monetary penalty for a violation of RCW 46.61.400 as provided under RCW 46.63.110 for the applicable miles per hour exceeding the speed limit, including all applicable statutory assessments, or~~

~~\$250.00~~\$145.00. ~~The monetary penalty for a violation of this chapter is consistent with the authority of RCW 46.63.170 and shall not exceed the maximum amount of fine issued for other parking infractions within the City.~~

(3) Revenue from fines assessed under authority of this chapter detected at camera locations in use prior to the effective date of this ordinance shall be used solely for traffic safety purposes or as otherwise provided by state law. For purposes of this section, the term "traffic safety purposes" may include, but is not limited to, the following:

(a) Personnel costs for employees or contractors who are involved in automated speed enforcement planning and implementation, including professional services such as traffic engineering services;

(b) Personnel costs for employees or contractors who are involved in automated speed enforcement, court hearings, fine collection or other processing, including expert witness fees;

(c) Costs associated with training of employees or contractors involved with the automated speed enforcement program;

(d) Purchase and/or maintenance of equipment, including signage, related to the automated speed enforcement program;

(e) Costs associated with traffic safety projects in the transportation capital fund unrelated to the automated speed enforcement program.

(f) The purposes established in subsection (4) (a) of this section.

(4) Except as provided in subsection (3) of this section, revenue from fines assessed under authority of this chapter shall be used solely for:

(a) Subject to the requirements of Section 2, Chapter 307, Laws of 2024, traffic safety activities related to construction and preservation projects and maintenance and operations purposes including, but not included to, projects designed to implement the complete streets approach as defined in RCW 47.04.010, changes in physical infrastructure to reduce speeds through road design, and changes to improve safety for active transportation users, including improvements to access and safety for road users with mobility, sight, or other disabilities.

(b) The cost to administer, install, operate, and maintain the automatic traffic safety cameras, including the cost of the infractions.

(5) Beginning four years after an automatic traffic safety camera authorized under this chapter is initially placed and in use after the effective date of this ordinance, ~~when~~ required by ~~RCW 46.63.170~~ Section 2, Chapter 307, Laws of 2024, ~~the City shall remit monthly to the state 50-25~~ percent of the noninterest money received for infractions issued under this chapter for exceeding the speed limit ~~within a public park speed zone~~ in excess of the cost to administer, install, operate, and maintain the automated traffic safety cameras, including the cost of processing infractions, ~~to the State Treasurer to~~ shall be deposited in the Cooper Jones active transportation safety account created in RCW 46.68.480.

Sec. 3. DMMC 10.40.020 and section 1(2) of Ordinance No. 1647 are each amended to read as follows:

Authorized Use.

(1) Consistent with the authority granted in chapter 46.63 RCW ~~46.63.170~~, City law enforcement officers and persons commissioned by the Chief of Police are authorized to use automated red light running enforcement cameras and related automated systems only to detect and record the image of red light running violations.

(2) Use of automated red light running enforcement cameras is restricted to intersections of two arterials with traffic control signals that have yellow change interval durations in

accordance with RCW 47.36.022, which interval durations may not be reduced after placement of the camera.

(3) Use of automated red light running enforcement cameras is limited to taking pictures of the vehicle and vehicle license plate only, and only while an infraction is occurring. Pictures may not reveal the face of the driver or of passengers in the vehicle.

(4) Each location where an automated red light running enforcement camera is used shall be clearly identified by the City traffic engineer with the posting of signage placed in a manner that clearly indicates to a driver that the driver is entering a zone where traffic laws are enforced by an automated camera.

(5) Notwithstanding any other provision of law, all photographs, microphotographs and electronic images prepared under this chapter and as provided in ~~RCW 46.63.170(1)(f)~~ Section 2, Chapter 307, Laws of 2024 are not open to the public and may not be used in a court in a pending action or proceeding unless the action or proceeding relates to a violation under this section. No photograph, microphotograph or electronic image may be used for any purpose other than enforcement of violations under this section nor retained longer than necessary to enforce this section.

Sec. 4. DMMC 10.40.070 and section 1(7) of Ordinance No. 1647 are each amended to read as follows:

Penalty.

(1) The maximum penalty for infractions detected under authority of, and committed pursuant to, the provisions of this chapter shall not exceed ~~the monetary penalty for a violation of RCW 46.61.050 as provided under RCW 46.63.110, including all applicable statutory assessments~~ \$145.00. ~~The monetary penalty shall not exceed the maximum amount of fine issued for other parking infractions within the City.~~

(2) Revenue from fines assessed under authority of this chapter ~~detected at camera locations in use prior to the effective date of this ordinance~~ shall be used solely for public safety purposes or as otherwise provided by State law. For purposes of

this section, the term "public safety purposes" may include, but is not limited to, the following:

(a) Personnel costs for employees or contractors who are involved in automated red light running enforcement planning and implementation, including professional services such as traffic engineering services;

(b) Personnel costs for employees or contractors who are involved in automated red light running enforcement, court hearings, fine collection or other processing, including expert witness fees, and/or technology enhancements to efficiently support program administration;

(c) Costs associated with training of employees or contractors involved with the automated red light running enforcement program;

(d) Purchase and/or maintenance of equipment, including signage, related to the automated red light running enforcement program;

(e) Costs associated with public safety including general fund expenditures for police services unrelated to the automated red light running enforcement program;

(f) Costs associated with intersection safety projects in the transportation capital fund, unrelated to the automated red light running enforcement program;:-

(g) The purposes established in subsection (3) (a) of this section.

(3) Except as provided in subsection (2) of this section, revenue from fines assessed under authority of this chapter shall be used solely for:

(a) Subject to the requirements of Section 2, Chapter 307, Laws of 2024, traffic safety activities related to construction and preservation projects and maintenance and operations purposes including, but not included to, projects designed to implement the complete streets approach as defined in RCW 47.04.010, changes in

physical infrastructure to reduce speeds through road design, and changes to improve safety for active transportation users, including improvements to access and safety for road users with mobility, sight, or other disabilities.

(b) The cost to administer, install, operate, and maintain the automatic traffic safety cameras, including the cost of the infractions.

(4) Beginning four years after an automatic traffic safety camera authorized under this chapter is initially placed and in use after the effective date of this ordinance, when required by Section 2, Chapter 307, Laws of 2024, 25 percent of the noninterest money received for infractions issued under this chapter for exceeding the speed limit in excess of the cost to administer, install, operate, and maintain the automated traffic safety cameras, including the cost of processing infractions, shall be deposited in the Cooper Jones active transportation safety account created in RCW 46.68.480.

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 five (5) days after its passage, approval, and publication in accordance with law.

PASSED BY the City Council of the City of Des Moines this ____ day of _____, 2024 and signed in authentication thereof this ____ day of _____, 2024.

Ordinance No. ____
Page 9 of 9

M A Y O R

APPROVED AS TO FORM:

Acting City Attorney

ATTEST:

City Clerk

Published:

CERTIFICATION OF ENROLLMENT
ENGROSSED SUBSTITUTE HOUSE BILL 2384

68th Legislature
2024 Regular Session

Passed by the House March 5, 2024
Yeas 55 Nays 38

**Speaker of the House of
Representatives**

Passed by the Senate February 29,
2024
Yeas 26 Nays 23

President of the Senate
Approved

Governor of the State of Washington

CERTIFICATE

I, Bernard Dean, Chief Clerk of the House of Representatives of the State of Washington, do hereby certify that the attached is **ENGROSSED SUBSTITUTE HOUSE BILL 2384** as passed by the House of Representatives and the Senate on the dates hereon set forth.

Chief Clerk

FILED

**Secretary of State
State of Washington**

ENGROSSED SUBSTITUTE HOUSE BILL 2384

AS AMENDED BY THE SENATE

Passed Legislature - 2024 Regular Session

State of Washington **68th Legislature** **2024 Regular Session**

By House Transportation (originally sponsored by Representatives Donaghy, Fitzgibbon, Walen, and Pollet)

READ FIRST TIME 02/05/24.

1 AN ACT Relating to automated traffic safety cameras; amending RCW
2 46.16A.120, 46.63.030, 46.63.180, 46.63.075, and 46.68.480; adding
3 new sections to chapter 46.63 RCW; and repealing RCW 46.63.170.

4 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF WASHINGTON:

5 NEW SECTION. **Sec. 1.** A new section is added to chapter 46.63
6 RCW to read as follows:

7 The definitions in this section apply throughout this section and
8 sections 2 through 6 of this act unless the context clearly requires
9 otherwise.

10 (1) "Automated traffic safety camera" means a device that uses a
11 vehicle sensor installed to work in conjunction with an intersection
12 traffic control system, a railroad grade crossing control system, or
13 a speed measuring device, and a camera synchronized to automatically
14 record one or more sequenced photographs, microphotographs, or
15 electronic images of the front or rear of a motor vehicle at the time
16 the vehicle fails to stop when facing a steady red traffic control
17 signal or an activated railroad grade crossing control signal, or
18 exceeds a speed limit as detected by a speed measuring device.
19 "Automated traffic safety camera" also includes a device used to
20 detect stopping at intersection or crosswalk violations; stopping
21 when traffic obstructed violations; public transportation only lane

1 violations; stopping or traveling in restricted lane violations; and
2 public transportation bus stop zone violations detected by a public
3 transportation vehicle-mounted system.

4 (2) "Hospital speed zone" means the marked area within hospital
5 property and extending 300 feet from the border of the hospital
6 property (a) consistent with hospital use; and (b) where signs are
7 posted to indicate the location is within a hospital speed zone,
8 where "hospital" has the same meaning as in RCW 70.41.020.

9 (3) "Public park speed zone" means the marked area within public
10 park property and extending 300 feet from the border of the public
11 park property (a) consistent with active park use; and (b) where
12 signs are posted to indicate the location is within a public park
13 speed zone.

14 (4) "Public transportation vehicle" means any motor vehicle,
15 streetcar, train, trolley vehicle, ferry boat, or any other device,
16 vessel, or vehicle that is owned or operated by a transit authority
17 or an entity providing service on behalf of a transit authority that
18 is used for the purpose of carrying passengers and that operates on
19 established routes. "Transit authority" has the same meaning as
20 provided in RCW 9.91.025.

21 (5) "Roadway work zone" means an area of any city roadway,
22 including state highways that are also classified as city streets
23 under chapter 47.24 RCW, or county road as defined in RCW 46.04.150,
24 with construction, maintenance, or utility work with a duration of 30
25 calendar days or more. A roadway work zone is identified by the
26 placement of temporary traffic control devices that may include
27 signs, channelizing devices, barriers, pavement markings, and/or work
28 vehicles with warning lights. A roadway work zone extends from the
29 first warning sign or high intensity rotating, flashing, oscillating,
30 or strobe lights on a vehicle to the end road work sign or the last
31 temporary traffic control device or vehicle.

32 (6) "School speed zone" has the same meaning as described in RCW
33 46.61.440 (1) and (2).

34 (7) "School walk zone" means a roadway identified under RCW
35 28A.160.160 or roadways within a one-mile radius of a school that
36 students use to travel to school by foot, bicycle, or other means of
37 active transportation.

38 NEW SECTION. **Sec. 2.** A new section is added to chapter 46.63
39 RCW to read as follows:

1 (1) Nothing in this section prohibits a law enforcement officer
2 from issuing a notice of traffic infraction to a person in control of
3 a vehicle at the time a violation occurs under RCW 46.63.030(1) (a),
4 (b), or (c).

5 (2) Any city or county may authorize the use of automated traffic
6 safety cameras and must adopt an ordinance authorizing such use
7 through its local legislative authority.

8 (3) The local legislative authority must prepare an analysis of
9 the locations within the jurisdiction where automated traffic safety
10 cameras are proposed to be located before adding traffic safety
11 cameras to a new location or relocating any existing camera to a new
12 location within the jurisdiction. The analysis must include equity
13 considerations including the impact of the camera placement on
14 livability, accessibility, economics, education, and environmental
15 health when identifying where to locate an automated traffic safety
16 camera. The analysis must also show a demonstrated need for traffic
17 cameras based on one or more of the following in the vicinity of the
18 proposed camera location: Travel by vulnerable road users, evidence
19 of vehicles speeding, rates of collision, reports showing near
20 collisions, and anticipated or actual ineffectiveness or
21 infeasibility of other mitigation measures.

22 (4) Automated traffic safety cameras may not be used on an on-
23 ramp to a limited access facility as defined in RCW 47.52.010.

24 (5) A city may use automated traffic safety cameras to enforce
25 traffic ordinances in this section on state highways that are also
26 classified as city streets under chapter 47.24 RCW. A city government
27 must notify the department of transportation when it installs an
28 automated traffic safety camera to enforce traffic ordinances as
29 authorized in this subsection.

30 (6) (a) At a minimum, a local ordinance adopted pursuant to this
31 section must contain the restrictions described in this section and
32 provisions for public notice and signage. Cities and counties must
33 also post such restrictions and other automated traffic safety camera
34 policies on the city's or county's website. Cities and counties using
35 automated traffic safety cameras before July 24, 2005, are subject to
36 the restrictions described in this section, but are not required to
37 adopt an authorizing ordinance.

38 (b) (i) Cities and counties using automated traffic safety cameras
39 must post an annual report on the city's or county's website of the
40 number of traffic crashes that occurred at each location where an

1 automated traffic safety camera is located, as well as the number of
2 notices of infraction issued for each camera. Beginning January 1,
3 2026, the annual report must include the percentage of revenues
4 received from fines issued from automated traffic safety camera
5 infractions that were used to pay for the costs of the automated
6 traffic safety camera program and must describe the uses of revenues
7 that exceeded the costs of operation and administration of the
8 automated traffic safety camera program by the city or county.

9 (ii) The Washington traffic safety commission must provide an
10 annual report to the transportation committees of the legislature,
11 and post the report to its website for public access, beginning July
12 1, 2026, that includes aggregated information on the use of automated
13 traffic safety cameras in the state that includes an assessment of
14 the impact of their use, information required in city and county
15 annual reports under (b)(i) of this subsection, and information on
16 the number of automated traffic safety cameras in use by type and
17 location, with an analysis of camera placement in the context of area
18 demographics and household incomes. To the extent practicable, the
19 commission must also provide in its annual report the number of
20 traffic accidents, speeding violations, single vehicle accidents,
21 pedestrian accidents, and driving under the influence violations that
22 occurred at each location where an automated traffic safety camera is
23 located in the five years before each camera's authorization and
24 after each camera's authorization. Cities and counties using
25 automated traffic safety cameras must provide the commission with the
26 data it requests for the report required under this subsection in a
27 form and manner specified by the commission.

28 (7) All locations where an automated traffic safety camera is
29 used on roadways or intersections must be clearly marked by placing
30 signs at least 30 days prior to activation of the camera in locations
31 that clearly indicate to a driver either that: (a) The driver is
32 within an area where automated traffic safety cameras are authorized;
33 or (b) the driver is entering an area where violations are enforced
34 by an automated traffic safety camera. The signs must be readily
35 visible to a driver approaching an automated traffic safety camera.
36 Signs placed in automated traffic safety camera locations after June
37 7, 2012, must follow the specifications and guidelines under the
38 manual of uniform traffic control devices for streets and highways as
39 adopted by the department of transportation under chapter 47.36 RCW.
40 All public transportation vehicles utilizing a vehicle-mounted system

1 must post a sign on the rear of the vehicle indicating to drivers
2 that the vehicle is equipped with an automated traffic safety camera
3 to enforce bus stop zone violations.

4 (8) Automated traffic safety cameras may only record images of
5 the vehicle and vehicle license plate and only while an infraction is
6 occurring. The image must not reveal the face of the driver or of
7 passengers in the vehicle. The primary purpose of camera placement is
8 to record images of the vehicle and vehicle license plate when an
9 infraction is occurring. Cities and counties must consider installing
10 automated traffic safety cameras in a manner that minimizes the
11 impact of camera flash on drivers.

12 (9) A notice of infraction must be mailed to the registered owner
13 of the vehicle within 14 days of the violation, or to the renter of a
14 vehicle within 14 days of establishing the renter's name and address
15 under subsection (17) of this section. The notice of infraction must
16 include with it a certificate or facsimile thereof, based upon
17 inspection of photographs, microphotographs, or electronic images
18 produced by an automated traffic safety camera, stating the facts
19 supporting the notice of infraction. This certificate or facsimile is
20 prima facie evidence of the facts contained in it and is admissible
21 in a proceeding charging a violation under this chapter. The
22 photographs, microphotographs, or electronic images evidencing the
23 violation must be available for inspection and admission into
24 evidence in a proceeding to adjudicate the liability for the
25 infraction. A person receiving a notice of infraction based on
26 evidence detected by an automated traffic safety camera may respond
27 to the notice by mail.

28 (10) The registered owner of a vehicle is responsible for an
29 infraction under RCW 46.63.030(1)(d) unless the registered owner
30 overcomes the presumption in RCW 46.63.075, or, in the case of a
31 rental car business, satisfies the conditions under subsection (17)
32 of this section. If appropriate under the circumstances, a renter
33 identified under subsection (17)(a) of this section is responsible
34 for an infraction.

35 (11) Notwithstanding any other provision of law, all photographs,
36 microphotographs, or electronic images, or any other personally
37 identifying data prepared under this section are for the exclusive
38 use of authorized city or county employees, as specified in RCW
39 46.63.030(1)(d), in the discharge of duties under this section and
40 are not open to the public and may not be used in a court in a

1 pending action or proceeding unless the action or proceeding relates
2 to a violation under this section. No photograph, microphotograph, or
3 electronic image, or any other personally identifying data may be
4 used for any purpose other than enforcement of violations under this
5 section nor retained longer than necessary to enforce this section.
6 Transit authorities must provide to the appropriate local
7 jurisdiction that has authorized traffic safety camera use under
8 section 6(2) of this act any images or evidence collected
9 establishing that a violation of stopping, standing, or parking in a
10 bus stop zone has occurred for infraction processing purposes
11 consistent with this section.

12 (12) If a county or city has established an automated traffic
13 safety camera program as authorized under this section, the
14 compensation paid to the manufacturer or vendor of the equipment used
15 must be based only upon the value of the equipment and services
16 provided or rendered in support of the system and may not be based
17 upon a portion of the fine or civil penalty imposed or the revenue
18 generated by the equipment. If the contract between the city or
19 county and manufacturer or vendor of the equipment does not provide
20 for performance or quality control measures regarding camera images,
21 the city or county must perform a performance audit of the
22 manufacturer or vendor of the equipment every three years to review
23 and ensure that images produced from automated traffic safety cameras
24 are sufficient for evidentiary purposes as described in subsection
25 (9) of this section.

26 (13)(a) Except as provided in (d) of this subsection, a county or
27 a city may only use revenue generated by an automated traffic safety
28 camera program as authorized under this section for:

29 (i) Traffic safety activities related to construction and
30 preservation projects and maintenance and operations purposes
31 including, but not limited to, projects designed to implement the
32 complete streets approach as defined in RCW 47.04.010, changes in
33 physical infrastructure to reduce speeds through road design, and
34 changes to improve safety for active transportation users, including
35 improvements to access and safety for road users with mobility,
36 sight, or other disabilities; and

37 (ii) The cost to administer, install, operate, and maintain the
38 automated traffic safety cameras, including the cost of processing
39 infractions.

40 (b) Except as provided in (d) of this subsection:

1 (i) The automated traffic safety camera program revenue used by a
2 county or city with a population of 10,000 or more for purposes
3 described in (a)(i) of this subsection must include the use of
4 revenue in census tracts of the city or county that have household
5 incomes in the lowest quartile determined by the most currently
6 available census data and areas that experience rates of injury
7 crashes that are above average for the city or county. Funding
8 contributed from traffic safety program revenue must be, at a
9 minimum, proportionate to the share of the population of the county
10 or city who are residents of these low-income communities and
11 communities experiencing high injury crash rates. This share must be
12 directed to investments that provide direct and meaningful traffic
13 safety benefits to these communities. Revenue used to administer,
14 install, operate, and maintain automated traffic safety cameras,
15 including the cost of processing infractions, are excluded from
16 determination of the proportionate share of revenues under this
17 subsection (13)(b); and

18 (ii) The automated traffic safety camera program revenue used by
19 a city or county with a population under 10,000 for traffic safety
20 activities under (a)(i) of this subsection must be informed by the
21 department of health's environmental health disparities map.

22 (c) Except as provided in (d) of this subsection, beginning four
23 years after an automated traffic safety camera authorized under this
24 section is initially placed and in use after the effective date of
25 this section, 25 percent of the noninterest money received for
26 infractions issued by such cameras in excess of the cost to
27 administer, install, operate, and maintain the cameras, including the
28 cost of processing infractions, must be deposited into the Cooper
29 Jones active transportation safety account created in RCW 46.68.480.

30 (d)(i)(A) Jurisdictions with an automated traffic safety camera
31 program in effect before January 1, 2024, may continue to allocate
32 revenue generated from automated traffic safety cameras authorized
33 under sections 3 and 5(2)(c) of this act as determined by the
34 jurisdiction, as well as for the purposes established in (a) through
35 (c) of this subsection, by:

36 (I) Up to a 10 percent increase in the number of traffic safety
37 camera locations authorized to detect violations for automated
38 traffic safety cameras authorized under section 3 of this act; and

1 (II) Up to a 10 percent increase in the number of traffic safety
2 camera locations authorized to detect violations for automated
3 traffic safety cameras authorized under section 5(2)(c) of this act.

4 (B)(I) Any automated traffic safety camera program in effect
5 before January 1, 2024, with fewer than 10 traffic safety camera
6 locations for automated traffic safety cameras authorized under
7 section 3 of this act, which adds automated traffic safety cameras to
8 one additional location for the use of cameras authorized under
9 section 3 of this act, may continue to allocate revenue generated
10 from automated traffic safety cameras authorized under section 3 of
11 this act as determined by the jurisdiction, as well as for the
12 purposes established in (a) through (c) of this subsection.

13 (II) Any automated traffic safety camera program in effect before
14 January 1, 2024, with fewer than 10 traffic safety camera locations
15 for automated traffic safety cameras authorized under section 5(2)(c)
16 of this act as of January 1, 2024, which adds automated traffic
17 safety cameras to one additional location for the use of cameras
18 authorized under section 5(2)(c) of this act, may continue to
19 allocate revenue generated from automated traffic safety cameras
20 authorized under section 5(2)(c) of this act as determined by the
21 jurisdiction, as well as for the purposes established in (a) through
22 (c) of this subsection.

23 (C) For the purposes of this subsection (13)(d)(i), a location
24 is:

25 (I) An intersection for automated traffic safety cameras
26 authorized under section 3 of this act where cameras authorized under
27 section 3 of this act are in use; and

28 (II) A school speed zone for automated traffic safety cameras
29 authorized under section 5(2)(c) of this act where cameras authorized
30 under section 5(2)(c) of this act are in use.

31 (ii) The revenue distribution requirements under (a) through
32 (d)(i) of this subsection do not apply to automated traffic safety
33 camera programs in effect before January 1, 2024, for which an
34 ordinance in effect as of January 1, 2024, directs the manner in
35 which revenue generated from automated traffic safety cameras
36 authorized under section 3 or 5(2)(c) of this act must be used.

37 (14) A county or city may adopt the use of an online ability-to-
38 pay calculator to process and grant requests for reduced fines or
39 reduced civil penalties for automated traffic safety camera
40 violations.

1 (15) Except as provided in this subsection, registered owners of
2 vehicles who receive notices of infraction for automated traffic
3 safety camera-enforced infractions and are recipients of public
4 assistance under Title 74 RCW or participants in the Washington
5 women, infants, and children program, and who request reduced
6 penalties for infractions detected through the use of automated
7 traffic safety camera violations, must be granted reduced penalty
8 amounts of 50 percent of what would otherwise be assessed for a first
9 automated traffic safety camera violation and for subsequent
10 automated traffic safety camera violations issued within 21 days of
11 issuance of the first automated traffic safety camera violation.
12 Eligibility for medicaid under RCW 74.09.510 is not a qualifying
13 criterion under this subsection. Registered owners of vehicles who
14 receive notices of infraction must be provided with information on
15 their eligibility and the opportunity to apply for a reduction in
16 penalty amounts through the mail or internet.

17 (16) Infractions detected through the use of automated traffic
18 safety cameras are not part of the registered owner's driving record
19 under RCW 46.52.101 and 46.52.120. Additionally, infractions
20 generated by the use of automated traffic safety cameras under this
21 section must be processed in the same manner as parking infractions,
22 including for the purposes of RCW 3.50.100, 35.20.220, 46.16A.120,
23 and 46.20.270(2). The amount of the fine issued for an infraction
24 generated through the use of an automated traffic safety camera may
25 not exceed \$145, as adjusted for inflation by the office of financial
26 management every five years, beginning January 1, 2029, based upon
27 changes in the consumer price index during that time period, but may
28 be doubled for a school speed zone infraction generated through the
29 use of an automated traffic safety camera.

30 (17) If the registered owner of the vehicle is a rental car
31 business, the issuing agency must, before a notice of infraction
32 being issued under this section, provide a written notice to the
33 rental car business that a notice of infraction may be issued to the
34 rental car business if the rental car business does not, within 18
35 days of receiving the written notice, provide to the issuing agency
36 by return mail:

37 (a) A statement under oath stating the name and known mailing
38 address of the individual driving or renting the vehicle when the
39 infraction occurred; or

1 (b) A statement under oath that the business is unable to
2 determine who was driving or renting the vehicle at the time the
3 infraction occurred because the vehicle was stolen at the time of the
4 infraction. A statement provided under this subsection must be
5 accompanied by a copy of a filed police report regarding the vehicle
6 theft; or

7 (c) In lieu of identifying the vehicle operator, the rental car
8 business may pay the applicable penalty. Timely mailing of this
9 statement to the issuing agency relieves a rental car business of any
10 liability under this chapter for the notice of infraction.

11 NEW SECTION. **Sec. 3.** A new section is added to chapter 46.63
12 RCW to read as follows:

13 (1) Automated traffic safety cameras may be used to detect
14 stoplight violations, subject to section 2 of this act.

15 (2) Automated traffic safety cameras used to detect stoplight
16 violations are restricted to intersections of two or more arterials
17 with traffic control signals that have yellow change interval
18 durations in accordance with RCW 47.36.022, which interval durations
19 may not be reduced after placement of the camera.

20 NEW SECTION. **Sec. 4.** A new section is added to chapter 46.63
21 RCW to read as follows:

22 (1) Automated traffic safety cameras may be used to detect
23 railroad grade crossing violations, subject to section 2 of this act.

24 (2) Automated traffic safety cameras at railroad grade crossings
25 may be used only to detect instances when a vehicle fails to stop
26 when facing an activated railroad grade crossing control signal.

27 NEW SECTION. **Sec. 5.** A new section is added to chapter 46.63
28 RCW to read as follows:

29 (1) Automated traffic safety cameras may be used to detect speed
30 violations, subject to section 2 of this act.

31 (2) Automated traffic safety cameras may be used to detect speed
32 violations within the following locations:

- 33 (a) Hospital speed zones;
- 34 (b) Public park speed zones;
- 35 (c) School speed zones;
- 36 (d) School walk zones;

1 (e) Roadway work zones, except that a notice of infraction may
2 only be issued if an automated traffic safety camera captures a speed
3 violation when workers are present; and

4 (f) State highways within city limits that are classified as city
5 streets under chapter 47.24 RCW.

6 (3) In addition to the automated traffic safety cameras that may
7 be authorized for specified zones or roads in subsection (2) of this
8 section, the local legislative authority may authorize the use of one
9 additional automated traffic safety camera per 10,000 population to
10 detect speed violations in locations deemed by the local legislative
11 authority to experience higher crash risks due to excessive vehicle
12 speeds. For automated traffic safety cameras authorized to detect
13 speed violations as part of a pilot program prior to the effective
14 date of this section, the location must be deemed by a local
15 legislative authority to have experienced higher crash risks due to
16 excessive vehicle speeds prior to installation of the automated
17 traffic safety camera.

18 (4) Notices of infraction for automated traffic safety camera-
19 detected speed violations may not be issued to the registered vehicle
20 owner of:

21 (a) A marked fire engine equipped with emergency lights and
22 siren; or

23 (b) An ambulance licensed by the department of health and
24 equipped with emergency lights and siren.

25 NEW SECTION. **Sec. 6.** A new section is added to chapter 46.63
26 RCW to read as follows:

27 (1)(a) Subject to section 2 of this act and as limited in this
28 subsection, automated traffic safety cameras may be used in cities
29 with populations of more than 500,000 residents to detect one or more
30 of the following violations:

31 (i) Stopping when traffic obstructed violations;

32 (ii) Stopping at intersection or crosswalk violations;

33 (iii) Public transportation only lane violations; or

34 (iv) Stopping or traveling in restricted lane violations.

35 (b) Use of automated traffic safety cameras as authorized in this
36 subsection (1) is restricted to the following locations only:
37 Intersections as described in section 3(2) of this act; railroad
38 grade crossings; school speed zones; school walk zones; public park
39 speed zones; hospital speed zones; and midblock on arterials. The use

1 of such automated traffic safety cameras is further limited to the
2 following:

3 (i) The portion of state and local roadways in downtown areas of
4 the city used for office and commercial activities, as well as retail
5 shopping and support services, and that may include mixed residential
6 uses;

7 (ii) The portion of state and local roadways in areas in the city
8 within one-half mile north of the boundary of the area described in
9 (b) (i) of this subsection;

10 (iii) Portions of roadway systems in the city that travel into
11 and out of (b) (ii) of this subsection that are designated by the
12 Washington state department of transportation as noninterstate
13 freeways for up to four miles; and

14 (iv) Portions of roadway systems in the city connected to the
15 portions of the noninterstate freeways identified in (b) (iii) of this
16 subsection that are designated by the Washington state department of
17 transportation as arterial roadways for up to one mile from the
18 intersection of the arterial roadway and the noninterstate freeway.

19 (2) Subject to section 2 of this act, automated traffic safety
20 cameras may also be used in cities with a bus rapid transit corridor
21 or routes to detect public transportation only lane violations.

22 (3) Subject to section 2 of this act, automated traffic safety
23 cameras that are part of a public transportation vehicle-mounted
24 system may be used by a transit authority within a county with a
25 population of more than 1,500,000 residents to detect stopping,
26 standing, or parking in bus stop zone violations if authorized by the
27 local legislative authority with jurisdiction over the transit
28 authority.

29 (4) Subject to section 2 of this act, and in consultation with
30 the department of transportation, automated traffic safety cameras
31 may be used to detect ferry queue violations under RCW 46.61.735.

32 (5) A transit authority may not take disciplinary action
33 regarding a warning or infraction issued pursuant to subsections (1)
34 through (3) of this section against an employee who was operating a
35 public transportation vehicle at the time the violation that was the
36 basis of the warning or infraction was detected.

37 **Sec. 7.** RCW 46.16A.120 and 2012 c 83 s 5 are each amended to
38 read as follows:

1 (1) Each court and government agency located in this state having
2 jurisdiction over standing, stopping, and parking violations, the use
3 of a photo toll system under RCW 46.63.160, the use of automated
4 traffic safety cameras under ((RCW 46.63.170)) sections 2 through 6
5 of this act, and the use of automated school bus safety cameras under
6 RCW 46.63.180 may forward to the department any outstanding:

7 (a) Standing, stopping, and parking violations;

8 (b) Civil penalties for toll nonpayment detected through the use
9 of photo toll systems issued under RCW 46.63.160;

10 (c) Automated traffic safety camera infractions issued under RCW
11 46.63.030(1)(d); and

12 (d) Automated school bus safety camera infractions issued under
13 RCW 46.63.030(1)(e).

14 (2) Violations, civil penalties, and infractions described in
15 subsection (1) of this section must be reported to the department in
16 the manner described in RCW 46.20.270(3).

17 (3) The department shall:

18 (a) Record the violations, civil penalties, and infractions on
19 the matching vehicle records; and

20 (b) Send notice approximately ((one hundred twenty)) 120 days in
21 advance of the current vehicle registration expiration date to the
22 registered owner listing the dates and jurisdictions in which the
23 violations, civil penalties, and infractions occurred, the amounts of
24 unpaid fines and penalties, and the surcharge to be collected. Only
25 those violations, civil penalties, and infractions received by the
26 department ((one hundred twenty)) 120 days or more before the current
27 vehicle registration expiration date will be included in the notice.
28 Violations, civil penalties, and infractions received by the
29 department later than ((one hundred twenty)) 120 days before the
30 current vehicle registration expiration date that are not satisfied
31 will be delayed until the next vehicle registration expiration date.

32 (4) The department, county auditor or other agent, or subagent
33 appointed by the director shall not renew a vehicle registration if
34 there are any outstanding standing, stopping, and parking violations,
35 and other civil penalties issued under RCW 46.63.160 for the vehicle
36 unless:

37 (a) The outstanding standing, stopping, or parking violations and
38 civil penalties were received by the department within ((one hundred
39 twenty)) 120 days before the current vehicle registration expiration;

40 (b) There is a change in registered ownership; or

1 (c) The registered owner presents proof of payment of each
2 violation, civil penalty, and infraction provided in this section and
3 the registered owner pays the surcharge required under RCW 46.17.030.

4 (5) The department shall:

5 (a) Forward a change in registered ownership information to the
6 court or government agency who reported the outstanding violations,
7 civil penalties, or infractions; and

8 (b) Remove the outstanding violations, civil penalties, and
9 infractions from the vehicle record.

10 **Sec. 8.** RCW 46.63.030 and 2023 c 17 s 1 are each amended to read
11 as follows:

12 (1) A law enforcement officer has the authority to issue a notice
13 of traffic infraction:

14 (a) When the infraction is committed in the officer's presence,
15 except as provided in RCW 46.09.485;

16 (b) When the officer is acting upon the request of a law
17 enforcement officer in whose presence the traffic infraction was
18 committed;

19 (c) If an officer investigating at the scene of a motor vehicle
20 accident has reasonable cause to believe that the driver of a motor
21 vehicle involved in the accident has committed a traffic infraction;

22 (d) When the infraction is detected through the use of an
23 automated traffic safety camera under ((RCW 46.63.170)) sections 2
24 through 6 of this act. A trained and authorized civilian employee of
25 a general authority Washington law enforcement agency, as defined in
26 RCW 10.93.020, or an employee of a local public works or
27 transportation department performing under the supervision of a
28 qualified traffic engineer and as designated by a city or county, has
29 the authority to review infractions detected through the use of an
30 automated traffic safety camera under sections 2 through 6 of this
31 act and to issue notices of infraction consistent with section 2(9)
32 of this act. These employees must be sufficiently trained and
33 certified in reviewing infractions and issuing notices of infraction
34 by qualified peace officers or by traffic engineers employed in the
35 jurisdiction's public works or transportation department. Nothing in
36 this subsection impairs decision and effects collective bargaining
37 rights under chapter 41.56 RCW;

38 (e) When the infraction is detected through the use of an
39 automated school bus safety camera under RCW 46.63.180. A trained and

1 authorized civilian employee of a general authority Washington law
2 enforcement agency, as defined in RCW 10.93.020, or an employee of a
3 local public works or transportation department performing under the
4 supervision of a qualified traffic engineer and as designated by a
5 city or county, has the authority to review infractions detected
6 through the use of an automated school bus safety camera under RCW
7 46.63.180 and to issue notices of infraction consistent with RCW
8 46.63.180(1)(b). These employees must be sufficiently trained and
9 certified in reviewing infractions and issuing notices of infraction
10 by qualified peace officers or by traffic engineers employed in the
11 jurisdiction's public works or transportation department. Nothing in
12 this subsection impairs decision and effects collective bargaining
13 rights under chapter 41.56 RCW; or

14 (f) When the infraction is detected through the use of a speed
15 safety camera system under RCW 46.63.200.

16 (2) A court may issue a notice of traffic infraction upon receipt
17 of a written statement of the officer that there is reasonable cause
18 to believe that an infraction was committed.

19 (3) If any motor vehicle without a driver is found parked,
20 standing, or stopped in violation of this title or an equivalent
21 administrative regulation or local law, ordinance, regulation, or
22 resolution, the officer finding the vehicle shall take its
23 registration number and may take any other information displayed on
24 the vehicle which may identify its user, and shall conspicuously
25 affix to the vehicle a notice of traffic infraction.

26 (4) In the case of failure to redeem an abandoned vehicle under
27 RCW 46.55.120, upon receiving a complaint by a registered tow truck
28 operator that has incurred costs in removing, storing, and disposing
29 of an abandoned vehicle, an officer of the law enforcement agency
30 responsible for directing the removal of the vehicle shall send a
31 notice of infraction by certified mail to the last known address of
32 the person responsible under RCW 46.55.105. The notice must be
33 entitled "Littering—Abandoned Vehicle" and give notice of the
34 monetary penalty. The officer shall append to the notice of
35 infraction, on a form prescribed by the department of licensing, a
36 notice indicating the amount of costs incurred as a result of
37 removing, storing, and disposing of the abandoned vehicle, less any
38 amount realized at auction, and a statement that monetary penalties
39 for the infraction will not be considered as having been paid until
40 the monetary penalty payable under this chapter has been paid and the

1 court is satisfied that the person has made restitution in the amount
2 of the deficiency remaining after disposal of the vehicle.

3 **Sec. 9.** RCW 46.63.180 and 2013 c 306 s 716 are each amended to
4 read as follows:

5 (1) School districts may install and operate automated school bus
6 safety cameras on school buses to be used for the detection of
7 violations of RCW 46.61.370(1) if the use of the cameras is approved
8 by a vote of the school district board of directors. School districts
9 are not required to take school buses out of service if the buses are
10 not equipped with automated school bus safety cameras or functional
11 automated safety cameras. Further, school districts shall be held
12 harmless from and not liable for any criminal or civil liability
13 arising under the provisions of this section.

14 (a) Automated school bus safety cameras may only take pictures of
15 the vehicle and vehicle license plate and only while an infraction is
16 occurring. The picture must not reveal the face of the driver or of
17 passengers in the vehicle.

18 (b) A notice of infraction must be mailed to the registered owner
19 of the vehicle within (~~fourteen~~) 14 days of the violation, or to
20 the renter of a vehicle within (~~fourteen~~) 14 days of establishing
21 the renter's name and address under subsection (2)(a)(i) of this
22 section. The (~~law enforcement officer issuing the~~) notice of
23 infraction (~~shall~~) must also include a certificate or facsimile of
24 the notice, based upon inspection of photographs, microphotographs,
25 or electronic images produced by an automated school bus safety
26 camera, stating the facts supporting the notice of infraction. This
27 certificate or facsimile is prima facie evidence of the facts
28 contained in it and is admissible in a proceeding charging a
29 violation under this chapter. The photographs, microphotographs, or
30 electronic images evidencing the violation must be available for
31 inspection and admission into evidence in a proceeding to adjudicate
32 the liability for the infraction. A person receiving a notice of
33 infraction based on evidence detected by an automated school bus
34 safety camera may respond to the notice by mail.

35 (c) The registered owner of a vehicle is responsible for an
36 infraction under RCW 46.63.030(1)(e) unless the registered owner
37 overcomes the presumption in RCW 46.63.075, or, in the case of a
38 rental car business, satisfies the conditions under subsection (2) of
39 this section. If appropriate under the circumstances, a renter

1 identified under subsection (2)(a)(i) of this section is responsible
2 for an infraction.

3 (d) Notwithstanding any other provision of law, all photographs,
4 microphotographs, or electronic images prepared under this section
5 are for the exclusive use of (~~law enforcement~~) authorized city or
6 county employees, as specified in RCW 46.63.030(1)(e), in the
7 discharge of duties under this section and are not open to the public
8 and may not be used in a court in a pending action or proceeding
9 unless the action or proceeding relates to a violation under this
10 section. No photograph, microphotograph, or electronic image may be
11 used for any purpose other than enforcement of violations under this
12 section nor retained longer than necessary to enforce this section.

13 (e) If a school district installs and operates an automated
14 school bus safety camera under this section, the compensation paid to
15 the manufacturer or vendor of the equipment used must be based only
16 upon the value of the equipment and services provided or rendered in
17 support of the system, and may not be based upon a portion of the
18 fine or civil penalty imposed or the revenue generated by the
19 equipment. Further, any repair, replacement, or administrative work
20 costs related to installing or repairing automated school bus safety
21 cameras must be solely paid for by the manufacturer or vendor of the
22 cameras. Before entering into a contract with the manufacturer or
23 vendor of the equipment used under this subsection (1)(e), the school
24 district must follow the competitive bid process as outlined in RCW
25 28A.335.190(1).

26 (f) Any revenue collected from infractions detected through the
27 use of automated school bus safety cameras, less the administration
28 and operating costs of the cameras, must be remitted to school
29 districts for school zone safety projects as determined by the school
30 district using the automated school bus safety cameras. The
31 administration and operating costs of the cameras includes infraction
32 enforcement and processing costs that are incurred by local law
33 enforcement or local courts. During the 2013-2015 fiscal biennium,
34 the infraction revenue may also be used for school bus safety
35 projects by those school districts eligible to apply for funding from
36 the school zone safety account appropriation in section 201, chapter
37 306, Laws of 2013.

38 (2)(a) If the registered owner of the vehicle is a rental car
39 business, the (~~law enforcement~~) issuing agency shall, before a
40 notice of infraction is issued under this section, provide a written

1 notice to the rental car business that a notice of infraction may be
2 issued to the rental car business if the rental car business does
3 not, within (~~eighteen~~) 18 days of receiving the written notice,
4 provide to the issuing agency by return mail:

5 (i) A statement under oath stating the name and known mailing
6 address of the individual driving or renting the vehicle when the
7 infraction occurred;

8 (ii) A statement under oath that the business is unable to
9 determine who was driving or renting the vehicle at the time the
10 infraction occurred because the vehicle was stolen at the time of the
11 infraction. A statement provided under this subsection (2)(a)(ii)
12 must be accompanied by a copy of a filed police report regarding the
13 vehicle theft; or

14 (iii) In lieu of identifying the vehicle operator, the rental car
15 business may pay the applicable penalty.

16 (b) Timely mailing of a statement under this subsection to the
17 issuing (~~law enforcement~~) agency relieves a rental car business of
18 any liability under this chapter for the notice of infraction.

19 (3) For purposes of this section, "automated school bus safety
20 camera" means a device that is affixed to a school bus that is
21 synchronized to automatically record one or more sequenced
22 photographs, microphotographs, or electronic images of the rear of a
23 vehicle at the time the vehicle is detected for an infraction
24 identified in RCW 46.61.370(1).

25 **Sec. 10.** RCW 46.63.075 and 2023 c 17 s 2 are each amended to
26 read as follows:

27 (1) In a traffic infraction case involving an infraction detected
28 through the use of an automated traffic safety camera under (~~RCW~~
29 ~~46.63.170~~) sections 2 through 6 of this act, detected through the
30 use of a speed safety camera system under RCW 46.63.200, or detected
31 through the use of an automated school bus safety camera under RCW
32 46.63.180, proof that the particular vehicle described in the notice
33 of traffic infraction was in violation of any such provision of
34 sections 2 through 6 of this act or RCW (~~46.63.170~~) 46.63.200(~~7~~)
35 and 46.63.180, together with proof that the person named in the
36 notice of traffic infraction was at the time of the violation the
37 registered owner of the vehicle, constitutes in evidence a prima
38 facie presumption that the registered owner of the vehicle was the

1 person in control of the vehicle at the point where, and for the time
2 during which, the violation occurred.

3 (2) This presumption may be overcome only if the registered owner
4 states, under oath, in a written statement to the court or in
5 testimony before the court that the vehicle involved was, at the
6 time, stolen or in the care, custody, or control of some person other
7 than the registered owner.

8 **Sec. 11.** RCW 46.68.480 and 2023 c 431 s 8 are each amended to
9 read as follows:

10 The Cooper Jones active transportation safety account is created
11 in the state treasury. All receipts from penalties collected under
12 (~~RCW 46.63.170~~) section 2(13)(c) of this act and funds designated
13 by the legislature shall be deposited into the account. Expenditures
14 from the account may be used only to fund grant projects or programs
15 for bicycle, pedestrian, and nonmotorist safety improvement
16 administered by the Washington traffic safety commission. By December
17 1, 2024, and every two years thereafter, the commission shall report
18 to the transportation committees of the legislature regarding the
19 activities funded from the account. The account is subject to
20 allotment procedures under chapter 43.88 RCW. Moneys in the account
21 may be spent only after appropriation.

22 NEW SECTION. **Sec. 12.** RCW 46.63.170 (Automated traffic safety
23 cameras—Definition) and 2022 c 182 s 424, 2022 c 182 s 423, 2020 c
24 224 s 1, 2015 3rd sp.s. c 44 s 406, 2015 1st sp.s. c 10 s 702, & 2013
25 c 306 s 711 are each repealed.

--- END ---

AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: City Manager Recruitment

FOR AGENDA OF: April 11, 2024

DEPT. OF ORIGIN: Human Resources

ATTACHMENTS:

- 1. SGR Approach and Methodology
- 2. Current City Manager Salary Schedule

DATE SUBMITTED: April 5, 2024

CLEARANCES:

- City Clerk _____
- Community Development _____
- Courts _____
- Emergency Management _____
- Finance _____
- Human Resources *AJ*
- Legal /s/MH
- Marina _____
- Police _____
- Parks, Recreation & Senior Services _____
- Public Works _____

APPROVED BY CITY MANAGER

FOR SUBMITTAL: *[Signature]*

Purpose and Recommendation

The purpose of this agenda item is for the City Council to have their initial meet with Dave Tuan, SGR recruitment consultant to continue the process of selecting the next City Manager. Additionally the City Council needs to establish the appropriate salary range for the City Manager position.

Motion

Motion 1: "I move to approve (salary grade option) as the 2024 City Manager salary range."

Background

On November 9, 2023, the Council transitioned former City Manager Michael Matthias to the role of Interim Chief Economic Director and appointed Tim George as the Interim City Manager. The Council indicated they would like to retain an executive search recruitment firm to conduct the recruitment of the new City Manager. The RFP was released on January 19, 2024 to solicit bids from these specialized vendors. The City received six (6) responses. On March 7, 2024, the Council was provided information regarding the vendors' references as well as an overview of the selection process. On March 14, 2024, the City Council voted to retain the services of SGR. SGR has assigned Dave Tuan to facilitate the hiring process for the City.

Discussion

As stated in SGR's Approach and Methodology (Attachment 1), the next step is for SGR to hold a Project Kickoff Meeting. SGR will be discussing the overall the recruitment strategy and timeline. They will also answer any questions the Council may have. After this discussion, the Council can select their preferred salary grade/range option presented at the April 4 Study Session.

Approach and Methodology

A full-service recruitment typically entails the following steps:

- 1. Organization/Position Insight and Analysis**
 - Project Kickoff Meeting and Develop Anticipated Timeline
 - Stakeholder Interviews and Listening Sessions
 - Develop Recruitment Brochure
- 2. Recruitment Campaign and Outreach to Prospective Applicants**
 - Advertising and Marketing
 - Communication with Prospective Applicants
 - Communication with Active Applicants
- 3. Initial Screening and Review by Executive Recruiter**
- 4. Search Committee Briefing to Review Applicant Pool and Select Semifinalists**
- 5. Evaluation of Semifinalists**
 - Written Questionnaires
 - Recorded One-Way Semifinalist Interviews
 - Media Searches - Stage 1, as described below
- 6. Search Committee Briefing to Select Finalists**
- 7. Evaluation of Finalists**
 - Comprehensive Media Searches - Stage 2, as described below
 - Background Investigation Reports
 - DiSC Management Assessments (if desired, supplemental cost)
 - First Year Plan or Other Advanced Exercise
 - Press Release Announcing Finalists (if requested)
- 8. Interview Process**
 - Face-to-Face Interviews
 - Stakeholder Engagement (if desired)
 - Deliberations
 - Reference Checks (may occur earlier in process)
- 9. Negotiations and Hiring Process**
 - Determine Terms of an Employment Offer
 - Negotiate Terms and Conditions of Employment
 - Press Release Announcing New Hire (if requested)

Step 1: Organization/Position Insight and Analysis

Project Kickoff Meeting and Develop Anticipated Timeline

SGR will meet with the organization at the outset of the project to discuss the recruitment strategy and timeline. At this time, SGR will also request that the organization provide us with photos and information on the community, organization, and position to assist us in drafting the recruitment brochure.

Stakeholder Interviews and Listening Sessions

Stakeholder interviews and listening sessions are integral to SGR's approach. SGR devotes tremendous energy to understanding your organization's unique culture, environment, and goals to ensure you get the right match for your specific needs. Obtaining a deep understanding your organizational needs is the crucial foundation for a successful executive recruitment. In collaboration with the organization, SGR will compile a list of internal and external stakeholders to meet with regarding the position. These interviews and listening sessions will identify potential issues that may affect the dynamics of the recruitment and contribute to a comprehensive understanding of the position, special considerations, and the political environment. This process fosters organizational buy-in and will assist us in creating the position profile.

Develop Recruitment Brochure

After the stakeholder meetings, SGR will develop a recruitment brochure, which will be reviewed and revised in partnership with your organization until we are in agreement that it accurately represents the sought-after leadership and management attributes.

To view sample recruitment brochures, please visit:

<https://sgr.pub/OpenRecruitments>

Step 2: Recruitment Campaign and Outreach to Prospective Applicants

Advertising and Marketing

The Executive Recruiter and the client work together to determine the best ways to advertise and recruit for the position. SGR's Servant Leadership e-newsletter, with a reach of over 40,000 subscribers in all 50 states, will announce your position. Additionally, we will send targeted emails to opt-in subscribers of SGR's Job Alerts, and your position will be posted on SGR's website and Job Board. SGR provides a comprehensive social media marketing campaign that includes custom-made graphics and distribution on SGR's LinkedIn page. Furthermore, we will provide a recommended list of ad placements to be approved by the client, targeting the most effective venues for reaching qualified candidates for that particular position.

Communication with Prospective Applicants

SGR maintains regular communication with interested prospects throughout the recruitment process. Outstanding candidates often conduct thorough research on the available position before submitting their resumes.

As a result, we receive a significant number of inquiries, and it is crucial for the executive search firm to be well-prepared to respond promptly, accurately, and comprehensively, while also offering a warm and personalized approach. This initial interaction is where prospective candidates form their first impression of the organization, and it is an area in which SGR excels.

Communication with Active Applicants

Handling the flow of resumes is an ongoing and significant process. On the front end, it involves tracking resumes and promptly acknowledging their receipt. It also involves timely and personalized responses to any questions or inquiries. SGR maintains frequent communication with applicants to ensure they remain enthusiastic and well-informed about the opportunity. Additionally, SGR communicates with active applicants, keeping them informed about the organization and community.

Step 3: Initial Screening and Review by Executive Recruiter

SGR uses a triage process to identify high-probability, medium-probability, and low-probability candidates. This triage ranking is focused on overall assessment based on interaction with the applicant, qualifications, any known issues concerning previous work experience, and evaluation of cultural fit with the organization.

In contrast with the triage process mentioned above, which focuses on subjective assessment of the resumes and how the candidates present themselves, we also evaluate each candidate to ensure that the minimum requirements of the position are met and determine which preferred requirements are satisfied. This sifting process examines how well candidates' applications align with the recruitment criteria outlined in the position profile.

Step 4: Search Committee Briefing to Review Applicant Pool and Select Semifinalists

At this briefing, SGR will conduct a comprehensive presentation to the Search Committee and facilitate the selection of semifinalists. The presentation will include summary information on the process to date, outreach efforts, the candidate pool demographics, and any identified trends or issues. Additionally, a briefing on each candidate and their credentials will be provided.

Step 5: Evaluation of Semifinalists

The review of resumes is a crucial step in the executive recruitment process. However, resumes may not fully reveal an individual's personal qualities and their ability to collaborate effectively with others. In some instances, resumes might also tend to exaggerate or inflate accomplishments and experience.

At SGR, we understand the significance of going beyond the surface level of a resume to ensure that candidates who progress in the recruitment process are truly qualified for the position and a suitable match for the organization. Our focus is to delve deeper and gain a comprehensive understanding of the person behind the resume, identifying the qualities that make them an outstanding prospect for your organization.

During the evaluation of semifinalist candidates, we take the initiative to follow up when necessary, seeking clarifications or additional information as needed. This approach ensures that we present you with the most qualified and suitable candidates for your unique requirements. At SGR, our ultimate goal is to match your organization with individuals who possess not only the necessary qualifications but also the qualities that align with your organizational culture and values.

Written Questionnaires

As part of our thorough evaluation process, SGR will request semifinalist candidates to complete a comprehensive written exercise. This exercise is designed to gain deeper insight into the candidates' thought processes and communication styles. Our written instrument is customized based on the priorities identified by the Search Committee. The completed written instrument, along with cover letters and resumes submitted by the candidates, will be included in the semifinalist briefing book.

Recorded One-Way Semifinalist Interviews

Recorded one-way interviews will be conducted for semifinalist candidates. This approach provides an efficient and cost-effective way to gain additional insights to aid in selecting finalists to invite for an onsite interview. The interviews allow the Search Committee to evaluate technological competence, demeanor, verbal communication skills, and on-camera presence. Additionally, virtual interviews provide an opportunity for the Search Committee to ask candidates questions on specific topics of special interest.

Media Searches - Stage 1

"Stage 1" of our media search process involves the use of the web-based interface Nexis Diligence™. This platform is an aggregated subscription-based platform that allows access to global news, business, legal, and regulatory content. These media reports at the semifinalist stage have proven helpful by uncovering issues that may not have been previously disclosed by prospective candidates. The recruiter will communicate any "red flags" or noteworthy media coverage to the Search Committee as part of the review of semifinalists with the Search Committee.

Step 6: Search Committee Briefing to Select Finalists

Prior to this briefing, SGR will provide the Search Committee with a briefing book on the semifinalist candidates via an electronic link. The briefing book includes cover letters, resumes, and completed questionnaires.

If applicable, a separate email with the link to view the recorded online interviews is sent to the Search Committee. The objective of this meeting is to narrow the list to finalists who will be invited to participate in onsite interviews.

Step 7: Evaluation of Finalists

Comprehensive Media Searches - Stage 2

“Stage 2” of our media search process includes the web-based interface Nexis Diligence™, supplemented by Google as an additional tool. By combining both resources, we offer an enhanced due diligence process to our clients, enabling efficient and thorough vetting of candidates and minimizing the risk of overlooking critical information. The Stage 2 media search consists of a more complex search, encompassing social media platforms, and has proven to be instrumental in identifying potential adverse news about the candidate that may not have been disclosed previously. The media search provides the Search Committee with an overview of the candidate’s press coverage throughout their career. View a sample media report at: <https://sgr.pub/SGRMediaReport>.

Background Investigation Reports

Through SGR’s partnership with a licensed private investigation firm, we are able to provide our clients with comprehensive background screening reports that include the detailed information listed below. View a sample background report at: <https://sgr.pub/SGRBackgroundReport>.

- Social security number trace
- Address history
- Driving record (MVR)
- Federal criminal search
- National criminal search
- Global homeland security search
- Sex offender registry search
- State criminal court search for states where candidate has lived in previous 10 years
- County wants and warrants for counties where candidate has lived or worked in previous 10 years
- County civil and criminal search for counties where candidate has lived or worked in previous 10 years
- Education verification
- Employment verification for previous 10 years (if requested)
- Military verification (if requested)
- Credit report (if requested)

DiSC Management Assessments (if desired, supplemental cost)

SGR utilizes the DiSC Management assessment tool, which is among the most validated and reliable personal assessment tools available. The DiSC Management assessment provides a comprehensive analysis and report on the candidate’s preferences in five crucial areas: management style, directing and delegating, motivation, development of others, and working with their own manager. View a sample report at: <https://sgr.pub/SGRDiSCReport>.

For assessments of more than two candidates, a DiSC Management Comparison Report is included, offering a side-by-side view of each candidate's preferred management style. View a sample comparison report at: <https://sgr.pub/SGRDiSCCompare>.

First-Year Plan or Other Advanced Exercise

SGR will collaborate with your organization, if desired, to create an advanced exercise for the finalist candidates. One such example is a First-Year Plan, where finalist candidates are encouraged to develop a first-year plan based on their current understanding of the position's opportunities and challenges. Other exercises, such as a brief presentation on a topic to be identified by the Recruiter and Search Committee, are also typically part of the onsite interview process to assess finalists' communication and presentation skills, as well as critical analysis abilities.

Step 8: Interview Process

Face-to-Face Interviews

SGR will arrange interviews at a date and time convenient for your organization. This process can be as straightforward or as elaborate as your organization desires. SGR will aid in determining the specifics and assist in developing the interview schedule and timeline. We will provide sample interview questions and participate throughout the process to ensure it runs smoothly and efficiently.

Stakeholder Engagement

At the discretion of the Search Committee, we will closely collaborate with your organization to involve community stakeholders in the interview process. Our recommendation is to design a specific stakeholder engagement process after gaining deeper insights into the organization and the community. As different communities require distinct approaches, we will work together to develop a tailored approach that addresses the unique needs of the organization.

Deliberations

SGR will facilitate a discussion about the finalist interviews and support the Search Committee in making a hiring decision or determining whether to invite one or more candidates for a second interview.

Reference Checks

SGR uses a progressive and adaptive automated reference check system to provide insights on candidates' soft skills from a well-rounded group of references. References may include elected officials, direct supervisors, direct reports, internal organizational peers, professional peers in other organizations, and civic leaders. SGR's reference check platform is anonymous, proven to encourage more candid and truthful responses, thus providing organizations with more meaningful and insightful information on candidates. SGR delivers a written summary report to the organization once all reference checks are completed. The timing of reference checks may vary depending on the specific search process and situation. If finalists' names are made public prior to interviews, SGR will typically contact references before the interview process. If the finalists' names are not made public prior to interviews, SGR may wait until the organization has selected its top candidate before contacting references to protect candidate confidentiality.

Step 9: Negotiations and Hiring Process

Determine Terms of an Employment Offer

Upon request, SGR will provide draft employment agreement language and other helpful information to aid in determining an appropriate offer to extend to your preferred candidate.

Negotiate Terms and Conditions of Employment

SGR will assist to whatever degree you deem appropriate in conducting negotiations with the chosen candidate. SGR will identify and address any special needs or concerns of the selected candidate, including potential complicating factors. With our experience and preparedness, SGR is equipped to facilitate win-win solutions to resolve negotiation challenges.

Press Release (if requested)

Until employment negotiations are finalized, you should exercise caution to avoid the embarrassment of a premature announcement that may not materialize. It is also considered best practice to notify all senior staff and unsuccessful candidates before any media exposure. SGR will assist in coordinating this process and in crafting any necessary announcements or press releases.

Satisfaction Surveys

SGR is committed to following the golden rule, which means providing prompt, professional and excellent communication while always treating every client with honor, dignity and respect. We request clients and candidates to participate in a brief and confidential survey after the completion of the recruitment process. This valuable feedback assists us in our ongoing efforts to improve our processes and adapt to the changing needs of the workforce.

Post-Hire Services

We offer post-hire services, such as executive coaching, team-building retreats, and performance review assistance at the six-month or one-year mark. For more information or to request a customized proposal, please visit <https://www.governmentresource.com/leadership-development-training-resources>.

2024 City of Des Moines - Index of Positions and Pay Schedule Directors and City Manager

Grade/ Rank	Positions	Step/Level	Hourly Rate	Semi- Monthly Salary	Annual Salary
N/A	Municipal Court Judge		191,020		
	<i>(95% of WA Citizens Commission on Salaries for Elected Officials \$178,524 for 0.85 FTE)</i>				
M-49	City Manager	Step 1	109.4641	9,487.25	227,694.00
		Step 2	114.9346	9,961.38	239,073.00
		Step 3	120.6824	10,459.54	251,029.00
		Step 4	126.7149	10,982.38	263,577.00
		Step 5	133.0522	11,531.63	276,759.00

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 Schedule effective 1/1/2024 and is subject to change

CITY OF DES MOINES

2024 City Manager Salary Schedule



CITY MANAGER SALARY RANGE

- Assess limitations related to budget, resources and wage compression.
- Determine the value the position creates.
- **Research the market.**
- Be realistic about candidate qualifications and salary requirements.
- Plan for flexibility in your compensation.



OPTIONS FOR CITY MANAGER SALARY

- **Keep the same salary grade**
- **Adjust the salary grade (decrease)**
- **Adopt a flat dollar amount**
- **Adopt a salary range and hiring range**



CITY MANAGER SALARY –OPTION I

GRADE	STEP/LEVEL	ANNUAL SALARY
M49	1	\$ 227,694.00
	2	\$ 239,073.00
	3	\$ 251,029.00
	4	\$ 263,577.00
	5	\$ 276,759.00

CITY MANAGER SALARY-OPTION 2

GRADE	STEP/LEVEL	ANNUAL SALARY
M48	1	\$ 218,577.91
	2	\$ 229,501.41
	3	\$ 240,978.62
	4	\$ 253,024.31
	5	\$ 265,678.63

CITY MANAGER SALARY-OPTION 3

- Establish a hiring range and upon hiring adopt the hiring salary as a flat amount.
- **Example:** We advertise the City Manager hiring range as \$227,694.00 to \$276,759.00 DOQ.

Our candidate accepts our offer as \$239,073.00. That salary is the flat amount for the position. Any movement from that amount would be based on their employment agreement.

CITY MANAGER SALARY-OPTION 4

Establish a broad but competitive salary range for the position:

\$218,577.91- \$276,759.00

Within the salary range, establish a hiring range:

\$218,577.9- \$253,024.31

CITY MANAGER SALARY RECOMMENDATION

- **Option 4 was the recommended for the following reasons:**
 - Can be supported by current budget.
 - Considers wage compression.
 - Reflects “value” and scope of the position.
 - **Competitive within the “market.”**
 - Allows Council the ability to attract candidates of varying skillsets and qualifications.
 - Flexible enough to provide bandwidth for the Council to negotiate if a preferred candidate has particular salary requirements.



RESEARCH THE “MARKET”

- **The City sent out a 2024 City Manager Salary/Benefits Survey to over (50) Washington State municipalities of various sizes.**
- **We received (15) responses back.**
- **We compiled the data, to include the City’s City Manager (CM) current salary range and ranked various data points to see how the current City’s CM salary range “compares” to other municipalities.**
- **We also adjusted the City’s CM salary range to reflect option #2 and option #4 to see the impacts on the “rankings.”**
- **We then used the same methodology but we used a cross-section of the respondents, whose population is approximately 150% +/- City of Des Moines to try make an “apples to apples” comparison.**

CITY MANAGE SALARY - OPTION I

City	Population	\$ Min	\$Max	Pop Ranking	\$Min Rankings	\$Max Rankings
Tacoma	219,205	\$ 309,566.00	\$ 376,501.00	1	1	1
Bellevue	156,400	\$ 293,280.00	\$ 293,280.00	2	3	3
Kirkland	93,570	\$ 296,410.00	\$ 296,410.00	3	2	2
Lakewood	63,000	\$ 235,000.00	\$ 235,000.00	4	8	11
Lacey	56,576	\$ 212,837.87	\$ 272,450.05	5	12	5
Burien	52,066	\$ 224,675.00	\$ 224,675.00	6	11	13
Bothell	47,784	\$ 265,380.00	\$ 265,380.00	7	4	6
Puyallup	44,000	\$ 235,584.00	\$ 235,584.00	8	7	10
Issaquah	40,000	\$ 188,277.00	\$ 247,749.00	9	15	8
Des Moines	31,946	\$ 227,694.00	\$ 276,759.00	10	10	4
University Place	31,500	\$ 229,080.00	\$ 229,080.00	11	9	12
Sea Tac	30,525	\$ 257,960.40	\$ 257,960.40	12	5	7
Maple Valley	27,500	\$ 243,464.00	\$ 243,464.00	13	6	9
Newcastle	13,610	\$ 199,222.00	\$ 199,222.00	14	14	16
Port Townsend	10,330	\$ 205,917.00	\$ 205,917.00	15	13	14
Sequim	8,000	\$ 150,000.00	\$ 205,000.00	16	16	15

CITY MANAGER SALARY - OPTION I (CROSS SECTION)

City	Population	\$ Min	\$Max	Pop Ranking	\$Min Rankings	\$Max Rankings
Burien	52,066	\$ 224,675.00	\$ 224,675.00	1	7	8
Bothell	47,784	\$ 265,380.00	\$ 265,380.00	2	1	2
Puyallup	44,000	\$ 235,584.00	\$ 235,584.00	3	4	6
Issaquah	40,000	\$ 188,277.00	\$ 247,749.00	4	8	4
Des Moines	31,946	\$ 227,694.00	\$ 276,759.00	5	6	1
University Place	31,500	\$ 229,080.00	\$ 229,080.00	6	5	7
Sea Tac	30,525	\$ 257,960.40	\$ 257,960.40	7	2	3
Maple Valley	27,500	\$ 243,464.00	\$ 243,464.00	8	3	5

CITY MANAGER SALARY – OPTION 2

City	Population	\$ Min	\$Max	Pop Ranking	\$Min Rankings	\$Max Rankings
Tacoma	219,205	\$ 309,566.00	\$ 376,501.00	1	1	1
Bellevue	156,400	\$ 293,280.00	\$ 293,280.00	2	3	3
Kirkland	93,570	\$ 296,410.00	\$ 296,410.00	3	2	2
Lakewood	63,000	\$ 235,000.00	\$ 235,000.00	4	8	11
Lacey	56,576	\$ 212,837.87	\$ 272,450.05	5	12	4
Burien	52,066	\$ 224,675.00	\$ 224,675.00	6	10	13
Bothell	47,784	\$ 265,380.00	\$ 265,380.00	7	4	6
Puyallup	44,000	\$ 235,584.00	\$ 235,584.00	8	7	10
Issaquah	40,000	\$ 188,277.00	\$ 247,749.00	9	15	8
Des Moines	31,946	\$ 218,577.91	\$ 265,678.63	10	11	5
University Place	31,500	\$ 229,080.00	\$ 229,080.00	11	9	12
Sea Tac	30,525	\$ 257,960.40	\$ 257,960.40	12	5	7
Maple Valley	27,500	\$ 243,464.00	\$ 243,464.00	13	6	9
Newcastle	13,610	\$ 199,222.00	\$ 199,222.00	14	14	16
Port Townsend	10,330	\$ 205,917.00	\$ 205,917.00	15	13	14
Sequim	8,000	\$ 150,000.00	\$ 205,000.00	16	16	15

CITY MANAGER SALARY – OPTION 2 (CROSS SECTION)

City	Population	\$ Min	\$Max	Pop Ranking	\$Min Rankings	\$Max Rankings
Burien	52,066	\$ 224,675.00	\$ 224,675.00	1	6	8
Bothell	47,784	\$ 265,380.00	\$ 265,380.00	2	1	2
Puyallup	44,000	\$ 235,584.00	\$ 235,584.00	3	4	6
Issaquah	40,000	\$ 188,277.00	\$ 247,749.00	4	8	4
Des Moines	31,946	\$ 218,577.91	\$ 265,678.63	5	7	1
University Place	31,500	\$ 229,080.00	\$ 229,080.00	6	5	7
Sea Tac	30525	\$ 257,960.40	\$ 257,960.40	7	2	3
Valley	27,500	\$ 243,464.00	\$ 243,464.00	8	3	5

CITY MANAGER SALARY – OPTION 4

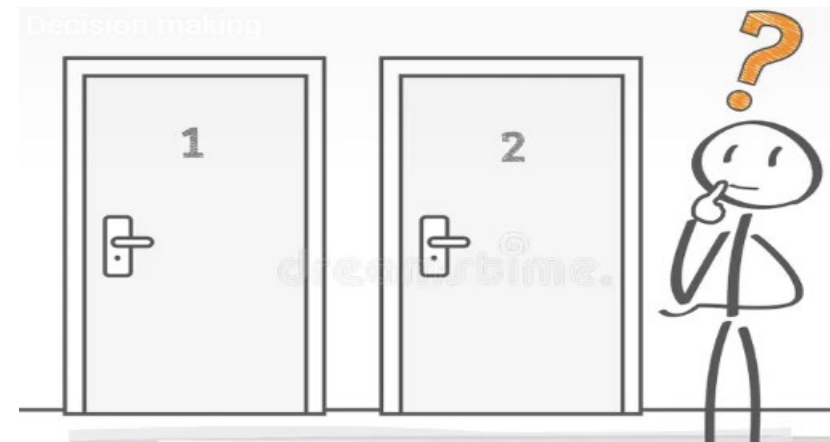
City	Population	\$ Min	\$Max	Pop Ranking	\$Min Rankings	\$Max Rankings
Tacoma	219,205	\$ 309,566.00	\$ 376,501.00	1	1	1
Bellevue	156,400	\$ 293,280.00	\$ 293,280.00	2	3	3
Kirkland	93,570	\$ 296,410.00	\$ 296,410.00	3	2	2
Lakewood	63,000	\$ 235,000.00	\$ 235,000.00	4	8	11
Lacey	56,576	\$ 212,837.87	\$ 272,450.05	5	12	4
Burien	52,066	\$ 224,675.00	\$ 224,675.00	6	10	13
Bothell	47,784	\$ 265,380.00	\$ 265,380.00	7	4	5
Puyallup	44,000	\$ 235,584.00	\$ 235,584.00	8	7	10
Issaquah	40,000	\$ 188,277.00	\$ 247,749.00	9	15	8
Des Moines	31,946	\$ 218,577.91	\$ 253,024.31	10	11	7
University Place	31,500	\$ 229,080.00	\$ 229,080.00	11	9	12
Sea Tac	30,525	\$ 257,960.40	\$ 257,960.40	12	5	6
Maple Valley	27,500	\$ 243,464.00	\$ 243,464.00	13	6	9
Newcastle	13,610	\$ 199,222.00	\$ 199,222.00	14	14	16
Port Townsend	10,330	\$ 205,917.00	\$ 205,917.00	15	13	14
Sequim	8,000	\$ 150,000.00	\$ 205,000.00	16	16	15

CITY MANAGER SALARY – OPTION 4 (CROSS SECTION)

City	Population	\$ Min	\$Max	Pop Ranking	\$Min Rankings	\$Max Rankings
Burien	52,066	\$ 224,675.00	\$ 224,675.00	1	6	8
Bothell	47,784	\$ 265,380.00	\$ 265,380.00	2	1	1
Puyallup	44,000	\$ 235,584.00	\$ 235,584.00	3	4	6
Issaquah	40,000	\$ 188,277.00	\$ 247,749.00	4	8	4
Des Moines	31,946	\$ 218,577.91	\$ 253,024.31	5	7	3
University Place	31,500	\$ 229,080.00	\$ 229,080.00	6	5	7
Sea Tac	30,525	\$ 257,960.40	\$ 257,960.40	7	2	2
Maple Valley	27,500	\$ 243,464.00	\$ 243,464.00	8	3	5

DECISION TIME

“I move to approve (salary grade option) as the 2024 City Manager salary range.”



A G E N D A I T E M

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: Property Tax Levy Lid Lift

FOR AGENDA OF: April 11, 2024

ATTACHMENTS:

- 1. Draft Ordinance No. 24-020

DEPT. OF ORIGIN: Finance

DATE SUBMITTED: April 3, 2024

CLEARANCES:

- Community Development _____
- Marina _____
- Parks, Recreation & Senior Services _____
- Public Works _____

CHIEF OPERATIONS OFFICER: _____

- Legal /s/MH
- Finance *[Signature]*
- Courts _____
- Police _____

APPROVED BY CITY MANAGER
FOR SUBMITTAL: *[Signature]*

Purpose and Recommendation

The purpose of this Agenda Item is for the City Council to consider Draft Ordinance 24-020 relating to approval of placing a ballot measure for a Property Tax Levy Lid Lift on the ballot in 2024.

Suggested Motion

Motion 1: "I move to adopt the amendments to Draft Ordinance No. 24-020 and pass it to a final reading on April 25, 2024 for further City Council consideration."

Background

The post-COVID economic environment has proved to be challenging for municipalities. Costs have risen due to inflation and increased labor costs. For the City of Des Moines, revenue has not kept pace with expenditures. General Fund expenditures increased 6% in 2022 and another 13% in 2023. This is not unique to Des Moines but is a nationwide problem for both public and private entities alike. One obstacle to revenue keeping pace with expenditures is that the City's largest revenue source is property tax, which is statutorily limited to a 1% annual increase.

As the Municipal Research and Services Center (MRSC) states, "The 101% limit obviously restricts revenue growth, especially for jurisdictions that are heavily dependent on property taxes and whose costs are increasing more than 1% per year due to inflation, salary and benefits costs, and other factors."

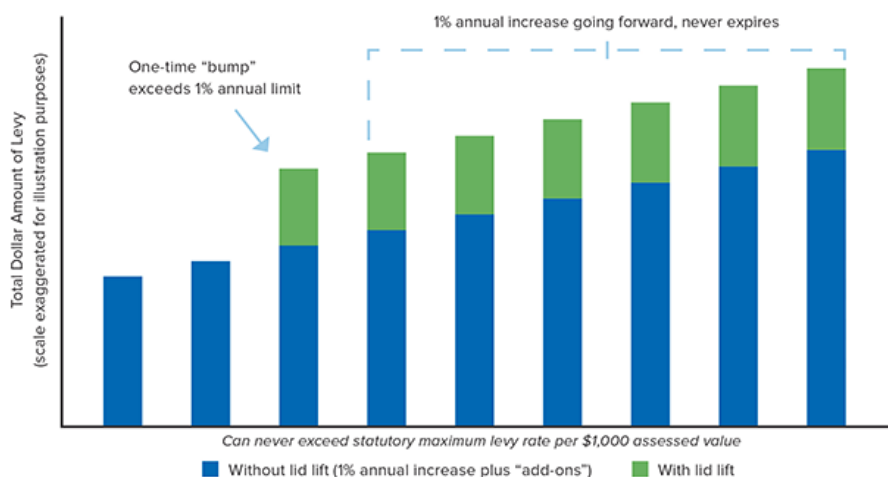
One way the City can increase revenue would be a property tax levy lid lift. Taxing jurisdictions can place a measure on the ballot to increase a property tax levy more than the statutory limit of 1% per year; this is a "levy lid lift". A simple majority is required to pass a ballot measure.

What is a Levy Lid Lift?

A taxing jurisdiction that is collecting less than its maximum statutory levy rate may ask a simple majority of voters to "lift" the total levy amount collected from current assessed valuation by more than 1% ([RCW 84.55.050](#) – also see [WAC 458-19-045](#), which provides a better understanding of the process than the statute). The new levy rate cannot exceed the maximum statutory rate.

The attached draft ordinance would enable a single-year lid lift, which would allow a taxing district to exceed the 1% annual limit for one year only, and then future increases are limited to 1% (or inflation) for the remainder of the levy.

SINGLE-YEAR PERMANENT LEVY LID LIFT



With a permanent single-year lid lift, the levy lid bumps up more than 1% in the first year, and then that amount is used to calculate all future 101% levy limitations. The measure never expires and the levy lid never reverts. However, future annual increases may not exceed 1% without going to the voters for another lid lift.

Discussion

Pursuant to the draft ordinance, the purpose of the proposed property levy lid lift is to generate revenue to pay for public safety costs. The use of these funds would be restricted to retaining existing police positions, adding additional police and public safety positions, public safety related capital purchases, and other costs related to public safety such as court and jail costs.

Specifically, the funding could be used for:

- Add four new patrol officer positions,
- Retaining two current patrol officer positions,
- Make permanent and retain two limited-term patrol officer positions originally funded by the American Rescue Plan Act (ARPA),
- Make permanent and retain a limited-term crisis response officer originally funded by the American Rescue Plan Act (ARPA),
- Make permanent and retain a limited-term Crime Analyst position,
- Fund public safety capital needs,
- Add a code enforcement officer,
- Pay for increased use of SCORE jail services and Municipal Court

Cost Analysis

The average cost of a patrol officer for the City of Des Moines, including salary, benefits, training and equipment is \$215,000 per year. Therefore, adding four new officers would cost approximately \$860,000 per year. Retaining the two officers originally funded through the American Rescue Plan Act (ARPA) would cost an estimated \$430,000 annually. Retaining an additional two officers positions would cost another \$430,000.

Other current positions to be retained include a crisis response officer (\$135,000) and a crime analyst (\$120,000).

Effective police operations also includes capital requirements including replacement vehicles when needed and facility repairs like HVAC replacement at the police station which could range between \$800,000 and \$1 million. Some funds from a property tax levy lid lift could be used to help meet these needs.

In 2024, the City will pay the SCORE jail \$1,015,656; an amount that exceeds the City's budgeted expenditure by \$265,656. As the City would increase jail usage with the addition of new patrol officers, a budget increase of \$300,000 is recommended.

The below schedule summarizes an updated cost to be potentially funded by a property tax levy lid lift.

Item	Amount
Add Patrol Officers (4)	\$860,000
Retain Patrol Officers (2)	430,000
Retain Limited-Term ARPA-funded Patrol Officers (2)	430,000
Retain Limited-Term ARPA-fudned Crisis Response Specialist	135,000
Add Code Enforcement Officer	140,000
Retain Limited-Term Crime Analyst	120,000
Public Safety Capital needs	200,000
SCORE jail cost increase	300,000
Additional Court staff	200,000
TOTAL	\$2,815,000

A rate of \$1.40 per \$1,000 of assessed value would have increased the 2024 property tax levy by \$3,078,481. A rate of \$1.40 per \$1,000/AV could potentially raise revenue in the range the City would need to fund the costs above.

Impact to Property Tax Payer

Below is a comparison of a property tax bill with the 2024 levy rate of \$.90262 per \$1,000/AV and the recommended levy lid lift rate of \$1.40 per \$1,000/AV.

Property Value	Property Tax		Increase
	\$.90262 Rate	\$1.40 Rate	
\$ 400,000	\$ 361	\$ 560	\$ 199
\$ 600,000	\$ 542	\$ 840	\$ 298
\$ 800,000	\$ 722	\$ 1,120	\$ 398
\$ 1,000,000	\$ 903	\$ 1,400	\$ 497
\$ 1,200,000	\$ 1,083	\$ 1,680	\$ 597
\$ 1,400,000	\$ 1,264	\$ 1,960	\$ 696
\$ 1,600,000	\$ 1,444	\$ 2,240	\$ 796

Financial Impact

Participating in the August Primary election would cost the City between \$42,000 and \$62,000. The City would also pay around \$2,000 for fees related to the voter’s pamphlet.

The levy lid lift could potentially increase funding for current and additional public safety between \$2.5 million and \$3 million depending on the City’s assessed valuation.

Recommendation

Staff recommends approval of a ballot measure for the August Primary election for a single-year permanent levy lid lift with a rate of \$1.40 per \$1,000/AV in year 1. The filing deadline for the August election is May 3rd, 2024 which allows the Council one more reading on April 25 to finalize the Ordinance.

CITY COUNCIL'S DRAFT 04/4/2024

DRAFT ORDINANCE NO. 24-020

AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON relating to regular property taxes; providing for the submission to the qualified electors of the City at a special election held in conjunction with the state primary election on August 6, 2024, of a proposition authorizing the City to levy regular property taxes in excess of the limitations of chapter 84.55 RCW; setting forth the text of the ballot proposition; directing proper City officials to take necessary actions; and providing for other properly related matters.

WHEREAS, the City's primary source of revenue is property taxes and the City Council has determined that it is essential and necessary for the public health, safety and welfare to submit to the voters a proposition to increase the regular property tax to support the retention of existing public safety service levels, and an increase in public safety staffing/services levels and related costs, and

WHEREAS, the City Council has determined that the revenues that will be available to the City in calendar year 2025 and beyond, will be insufficient to provide for the existing levels of public safety services or the public safety service levels currently desired by the community, and has therefore determined to submit this levy lid lift proposition to the voters for their approval or rejection; 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. Calling of Election. The City Council finds that it is in the best interests of the City and its residents to submit to the qualified voters of the City, at an election held on August 6, 2024, in conjunction with the state primary election, a proposition authorizing the City to increase its regular property tax levy for collection in 2025 by an amount greater than otherwise permitted under chapter 84.55 RCW for the purpose described in section 3 of this ordinance. If this proposition is approved, the City Council will be authorized to adopt, in accordance with its regular budget process, an

increased regular property tax as described in section 3 of this ordinance.

Sec. 3. Purpose and Description of Ballot Proposition.

For the purpose(s) identified below, the City Council seeks voter approval under RCW 84.55.050(1) for a levy lid lift.

(a) Purpose. The amounts collected pursuant to the increase authorized for 2025 mayshall be used only for funding the continual provision of public safety and public safety-related costs.

(b) Maximum Levy Rate. The maximum total regular levy rate for collection in 2025 authorized is \$1.40 per \$1,000 of assessed value [, representing an increase of approximately \$0-.50 over the 2024 levy rate].

(c) Levy Limits in Future Years. The dollar amount of the maximum allowable levy under chapter 84.55 RCW levied for collection in 2025 is to be used for the purpose of computing the limitations on subsequent levies under chapter 84.55 RCW.

(d) Exemption for Qualifying Low-Income Senior Citizens, Veterans and Persons with Disabilities. In accordance with RCW 84.55.050(4)(e), the exemptions available to persons who qualify through the State's property tax exemption programs for low-income senior citizens, veterans and persons with disabilities authorized by RCW 84.36.381 will apply to the increase authorized by voters under this proposition.

Sec. 4. Ballot Proposition. The Director of Records and Elections of King County, Washington (the "County Elections Official"), as ex officio supervisor of elections within the City, is hereby requested to call and conduct a special election in the City, in the manner provided by law, to be held on the date identified in section 2 of this ordinance, for the purpose of submitting to the voters of the City, a proposition in substantially the following form:

City of Des Moines, Washington

Proposition ____

Levy Lid Lift

Ordinance No. ____
Page 3 of 4

The City Council has adopted Ordinance 24-020 concerning providing adequate funding for existing and increased ~~continual~~ public safety services.

If approved, this proposition would authorize the City Council to increase the 2025 regular property tax levy rate to not more than \$1.40/\$1,000 assessed value for the purpose of maintaining and increasing existing funding public safety service levels, including retaining existing police officer positions, and increasing public safety and police staffing ~~desired by the community~~, all as described in the Ordinance. Subsequent levy limits would be based on the 2025 maximum allowable levy. Qualifying seniors, veterans, and others would be exempt per Chapter 84.36 RCW.

Should this proposition be: Approved?
Rejected?

Sec. 5. Notices Relating to Ballot Proposition. For purposes of receiving notice of the exact language of the ballot proposition required by RCW 29A.36.080, the City Council hereby designates: (a) Jeff Friend, City Finance Director, jfriend@desmoineswa.gov; and (b) special counsel to the City, Stradling Yocca Carlson and Rauth, LLP (Alice Ostdiek, aostdiek@stradlinglaw.com) as the individuals to whom such notice should be provided.

Sec. 6. Authorization to Deliver Resolution and Perform Other Necessary Duties. The City Clerk (or the City Clerk's designee) is authorized and directed, no later than May 3, 2024, to certify a copy of this ordinance to the County Elections Official and to perform such other duties as are necessary or required by law to the end that the proposition described herein should appear on the ballot at the special election identified in section 2 of this ordinance.

Sec. 7. Local Voters' Pamphlet. The City authorizes participation in the County local voters' pamphlet to provide information on this ballot proposition. Committees to prepare arguments advocating approval and disapproval of the measure shall be appointed in accordance with RCW 29A.32.280, either by motion of the City Council or otherwise in accordance with the procedures of the County Elections Office. Each committee shall

Ordinance No. ____
Page 4 of 4

be composed of not more than three persons, and the committee advocating approval shall be composed of persons known to favor the ballot proposition and the committee advocating disapproval shall be composed of persons known to oppose the ballot proposition.

Sec. 8. Severability - Construction. If any provision of this Ordinance shall be declared by any court of competent jurisdiction to be invalid, then such provision shall be null and void and shall be separable from the remaining provisions and shall in no way affect the validity of the other provisions, or of the levy or collection of the taxes authorized herein.

Sec. 9. Effective date. This ordinance shall take effect and be in full force five (5) days after its passage, approval, and publication in accordance with law.

PASSED BY the City Council of the City of Des Moines this ____ day of _____, 2024 and signed in authentication thereof this ____ day of _____, 2024.

M A Y O R

APPROVED AS TO FORM:

City Attorney

ATTEST:

City Clerk

Published:



Property Tax Levy Lid Lifts

CITY OF DES MOINES, WASHINGTON

Property Tax Levy Increases

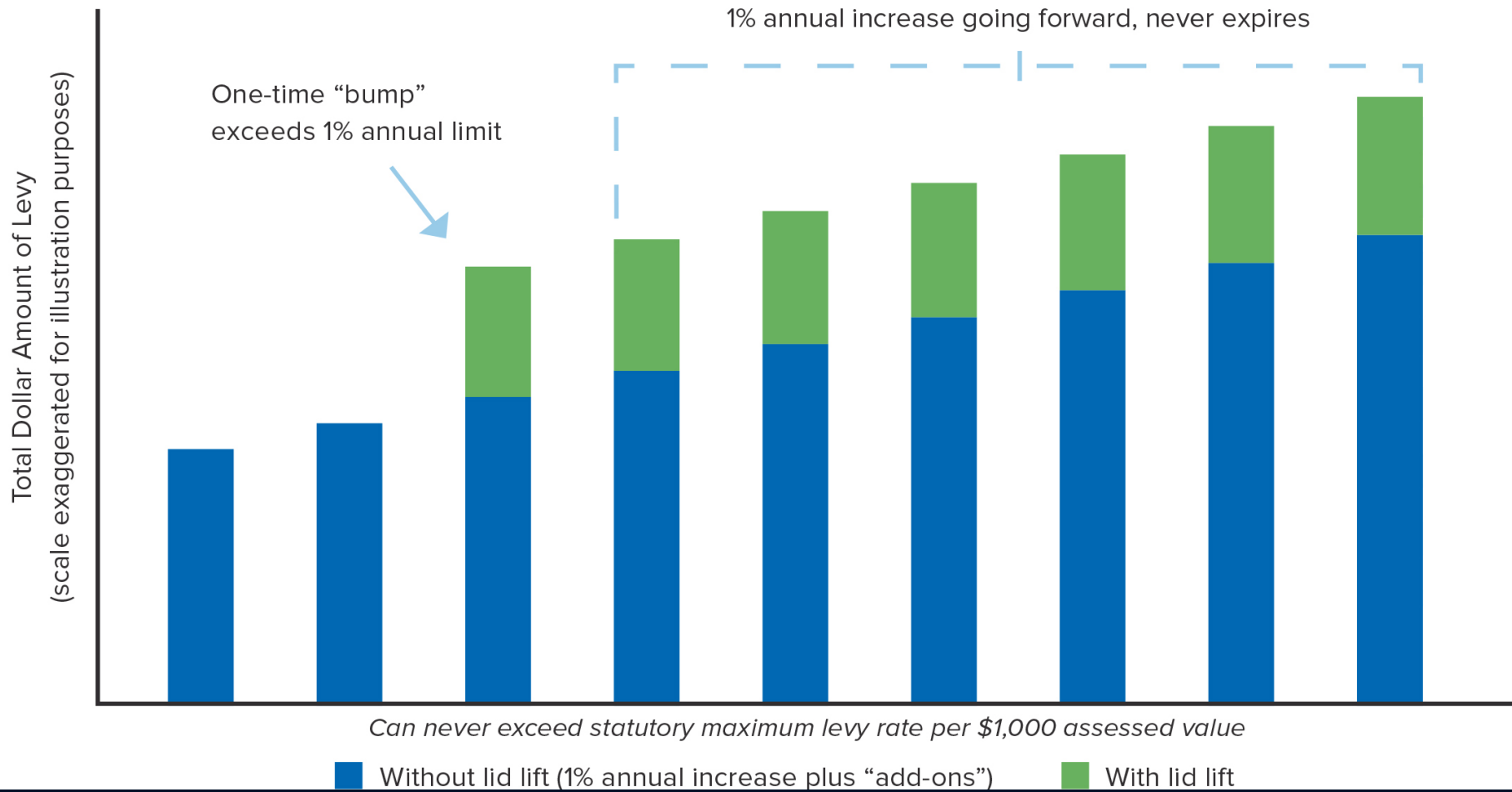
- Taxing districts with a population of 10,000 or more may not increase the total levy amount collected from current assessed valuation by more than 1% or the rate of inflation, whichever is lower
- Two ways to increase property tax levies more than the 1% limit:
 - Banked capacity
 - Levy lid lift

What is a Levy Lid Lift?

- A taxing jurisdiction that is collecting less than its maximum statutory levy rate may ask a simple majority of voters to “lift” the total levy amount collected by more than 1%. The new levy rate cannot exceed the maximum statutory rate.
- Four types of levy lid lifts
 - Single-year temporary
 - Single-year permanent
 - Multi-year temporary
 - Multi-year permanent



SINGLE-YEAR PERMANENT LEVY LID LIFT



Why a Levy Lid Lift?

- “The 101% limit obviously restricts revenue growth, especially for jurisdictions that are heavily dependent on property taxes and whose costs are increasing more than 1% per year due to inflation, salary and benefits costs, and other factors.” – *Municipal Research and Services Center*
- Property Tax is Des Moines’ largest revenue source
- General Fund expenditures increased
 - 6% in 2022
 - 13% in 2023

Exemptions

State law provides a tax benefit program for senior citizens, persons with disabilities, and disabled veterans.

Under the exemption program, the value of a residence is frozen for property tax purposes, and you become exempt from all excess and special levies and possible regular levies – resulting in a reduction of your property taxes.

Qualifications

- Annual household income less than \$84,000
- Own and occupy property as principal residence for over six months per year
- Are over the age of 61, disabled, or a veteran with at least an 80% total VA disability rating.

Proposed Uses

Item	Amount
Add Patrol Officers (4)	\$860,000
Retain Patrol Officers (2)	430,000
Retain Limited-Term ARPA-funded Patrol Officers (2)	430,000
Retain Limited-Term ARPA-fudned Crisis Response Specialist	135,000
Add Code Enforcement Officer	140,000
Retain Limited-Term Crime Analyst	120,000
Public Safety Capital needs (vehicles)	200,000
SCORE jail cost increase	300,000
Additional Court staff	200,000
TOTAL	\$2,815,000

Impact on Property Tax Revenue

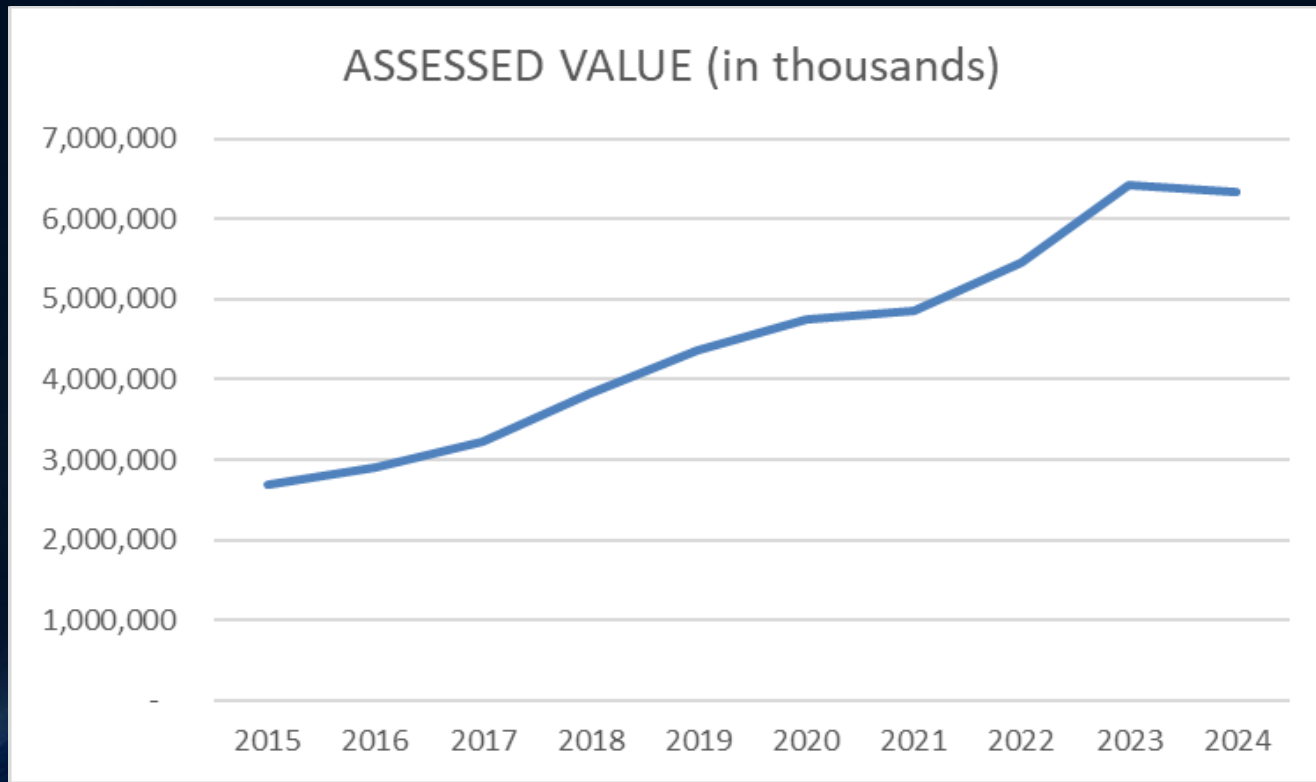
Rate	Levy	Increase over Actual 2023 Levy
\$1.35	\$8,355,683	\$2,769,011
\$1.40	\$8,665,153	\$3,078,481

2023 Property Tax Levy = \$5,586,671
Levy Rate = \$.90262

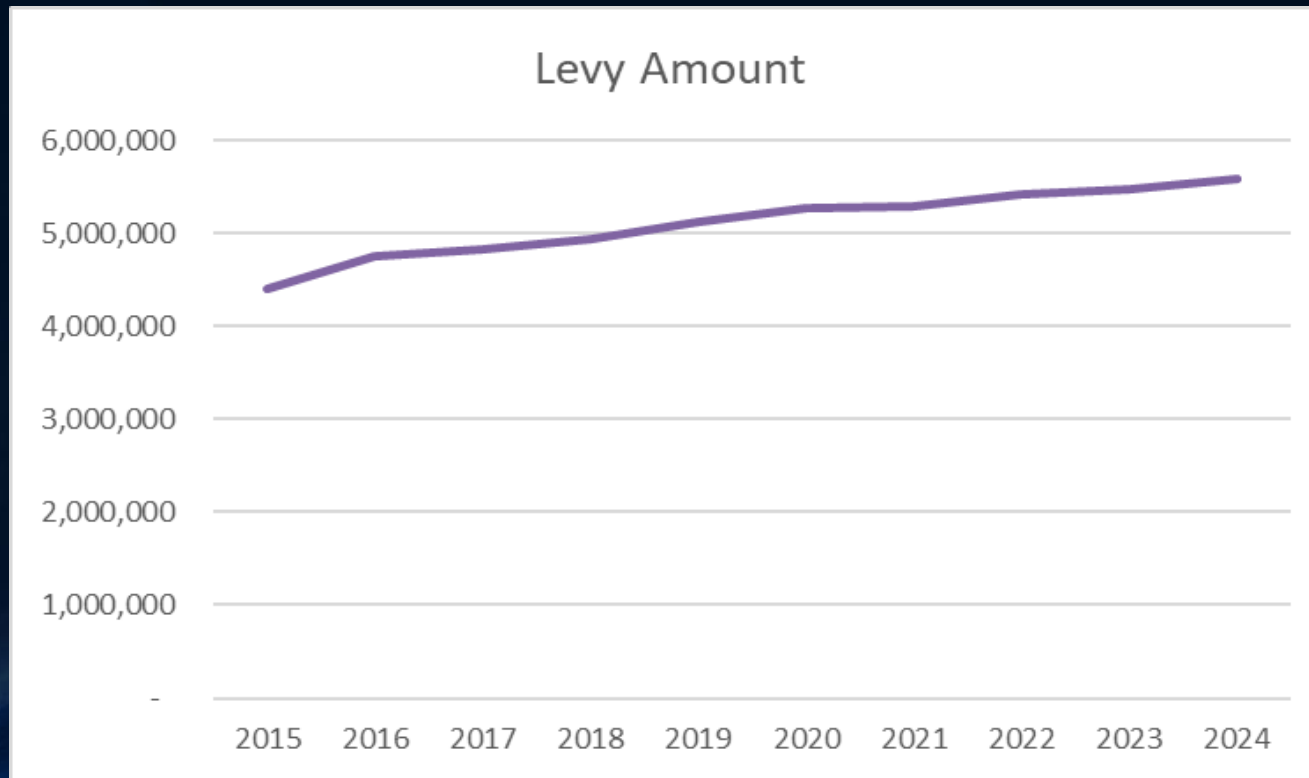
City of Des Moines Property Tax Rate History

YEAR	ASSESSED VALUE (in thousands)	RATE
2015	2,696,285	1.65253
2016	2,899,599	1.65223
2017	3,228,677	1.51076
2018	3,823,309	1.30542
2019	4,356,986	1.18472
2020	4,748,403	1.12570
2021	4,867,556	1.10074
2022	5,454,328	0.99360
2023	6,438,868	0.85096
2024	6,335,330	0.89414

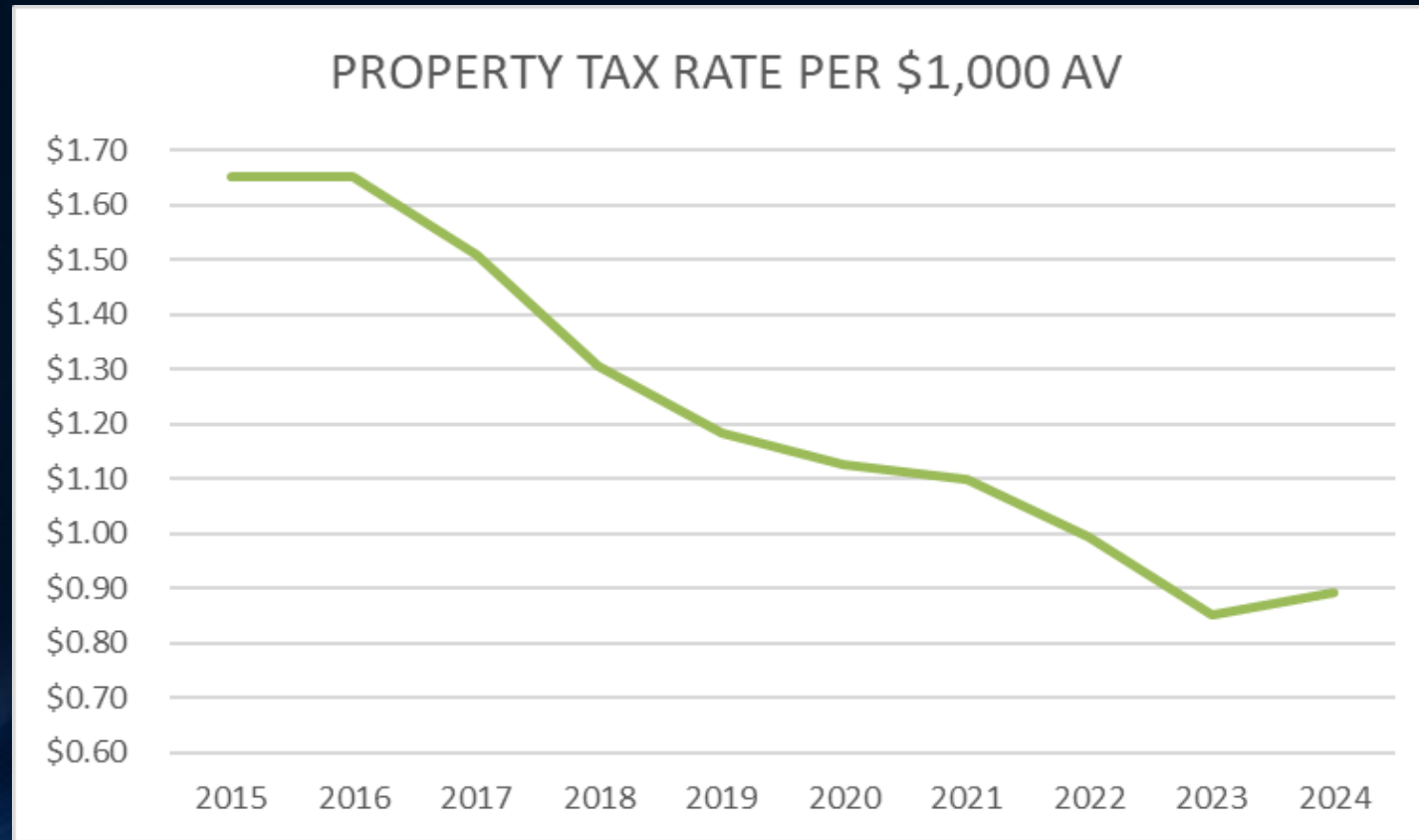
City of Des Moines Property Tax Rate History (cont.)



City of Des Moines Property Tax Rate History (cont.)



City of Des Moines Property Tax Rate History (cont.)



King County City Rate Comparison

Rank	City	2024 Property Tax Rate
1	SeaTac	\$ 2.21356
2	Tukwila	\$ 1.89534
3	Snoqualmie	\$ 1.81995
4	Normandy Park	\$ 1.56881
5	Black Diamond	\$ 1.43264
6	Auburn	\$ 1.39696
7	Sammamish	\$ 1.23041
8	Newcastle	\$ 1.20807
9	Skykomish	\$ 1.19313
10	Seattle	\$ 1.09919
11	Shoreline	\$ 1.09826
12	Enumclaw	\$ 1.08568
13	Renton	\$ 0.94839
14	Des Moines	\$ 0.89414
15	Milton	\$ 0.88184

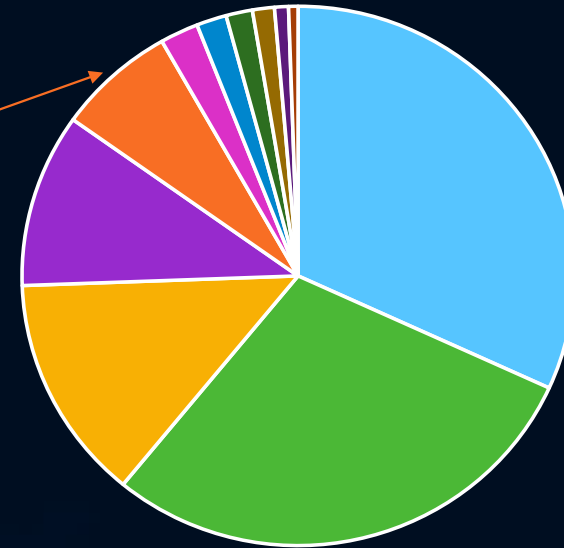
Rank	City	2024 Property Tax Rate
16	North Bend	\$ 0.88117
17	Bothell	\$ 0.85911
18	Kenmore	\$ 0.84848
19	Burien	\$ 0.83516
20	Pacific	\$ 0.83258
21	Duvall	\$ 0.82225
22	Algona	\$ 0.80804
23	Kirkland	\$ 0.80620
24	Lake Forest Park	\$ 0.80429
25	Covington	\$ 0.77684
26	Carnation	\$ 0.77200
27	Maple Valley	\$ 0.73298
28	Federal Way	\$ 0.71924
29	Redmond	\$ 0.68519
30	Beaux Arts	\$ 0.65957

Rank	City	2024 Property Tax Rate
31	Mercer Island	\$ 0.64758
32	Issaquah	\$ 0.63429
33	Bellevue	\$ 0.61059
34	Woodinville	\$ 0.59642
35	Medina	\$ 0.48473
36	Yarrow Point	\$ 0.32328
37	Clyde Hill	\$ 0.31986
38	Hunts Point	\$ 0.17599

Property Tax Bill – 2024 Levy

Taxing Authority	2024 Levy	% of Total
School District	4.09058	35.17%
WA State Schools	2.51753	21.65%
Fire District	1.73575	14.92%
King County	1.33792	11.50%
City of Des Moines	0.89414	7.69%
Library	0.28874	2.48%
EMS (voted)	0.22679	1.95%
Des Moines Pool Metro Park	0.19900	1.71%
Sound Transit	0.16483	1.42%
Port	0.10470	0.90%
County Flood Zone	0.07066	0.61%
	11.63063	100.00%

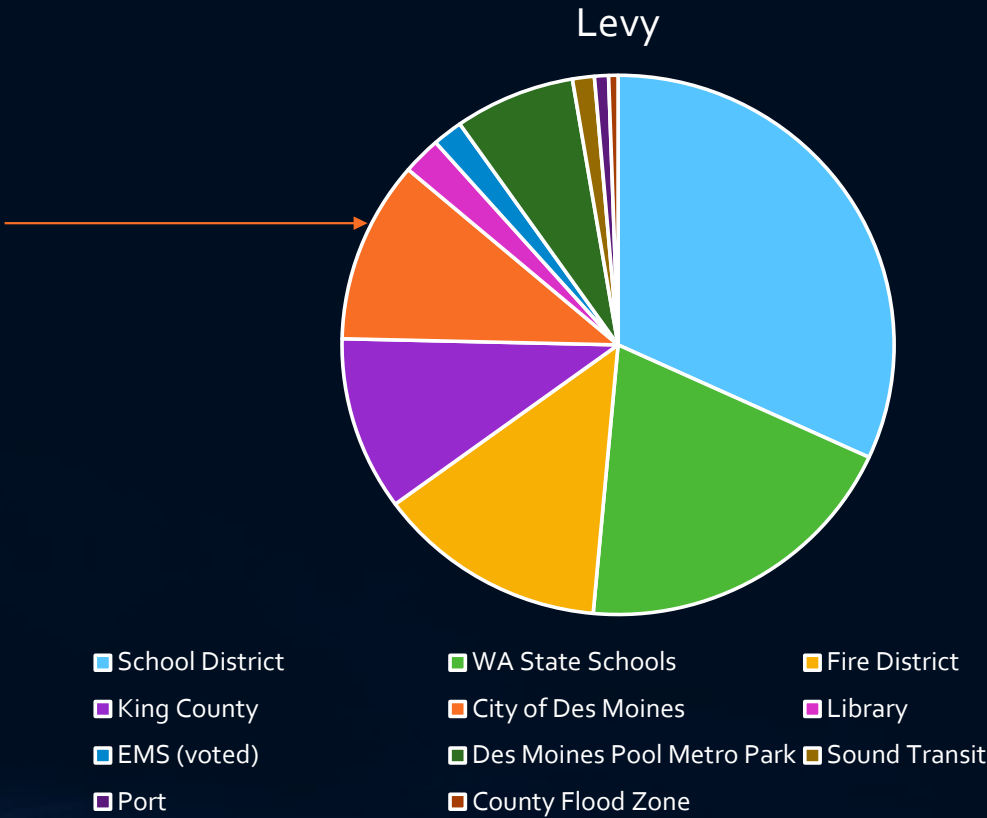
Levy



- School District
- WA State Schools
- Fire District
- King County
- City of Des Moines
- Library
- EMS (voted)
- Des Moines Pool Metro Park
- Sound Transit
- Port
- County Flood Zone

Property Tax Bill – 2024 Levy with Lid Lift

Taxing Authority	2024	
	Levy	% of Total
School District	4.09058	33.70%
WA State Schools	2.51753	20.74%
Fire District	1.73575	14.30%
City of Des Moines	1.40000	11.54%
King County	1.33792	11.02%
Library	0.28874	2.38%
EMS (voted)	0.22679	1.87%
Des Moines Pool Metro Park	0.19900	1.64%
Sound Transit	0.16483	1.36%
Port	0.10470	0.86%
County Flood Zone	0.07066	0.58%
	12.13649	100.00%



Impact to Property Tax Payer

Property Value	Property Tax		Increase
	\$.89414 Rate	\$1.40 Rate	
\$ 400,000	\$ 358	\$ 560	\$ 202
\$ 600,000	\$ 536	\$ 840	\$ 304
\$ 800,000	\$ 715	\$ 1,120	\$ 405
\$ 1,000,000	\$ 894	\$ 1,400	\$ 506
\$ 1,200,000	\$ 1,073	\$ 1,680	\$ 607
\$ 1,400,000	\$ 1,252	\$ 1,960	\$ 708
\$ 1,600,000	\$ 1,431	\$ 2,240	\$ 809

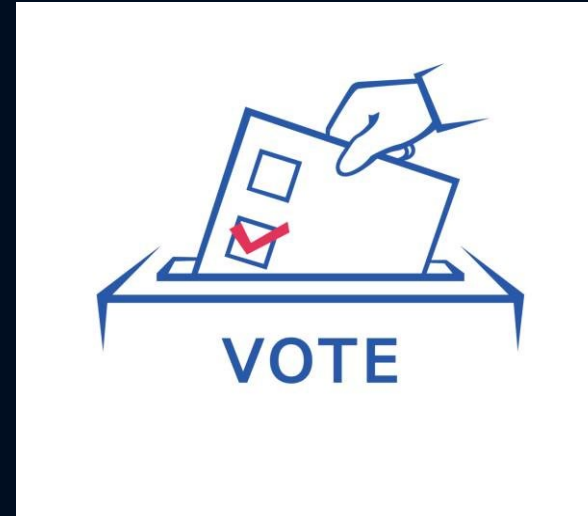
Median property value in the City of Des Moines is \$521,000.

Pro and Con Committees

- Consist of up to three members
- Must be appointed no later than the resolution filing deadline
 - May 3rd for August Primary Election
 - Appointments could be made on April 25th
- Must be individuals who are known to favor or oppose the ballot measure
- If no appointment is made, the county auditor shall whenever possible make the appointments

Elections

- August Primary Election
 - August 6, 2024
 - Filing Deadline is May 3, 2024
- November General Election
 - November 5, 2024
 - Filing Deadline August 6, 2024
 - Authorized with a second ordinance
 - Can include language to pull the ballot measure if measure passes in August



Updated Ballot Language

- Original

The City Council has adopted Ordinance 24-020 concerning providing adequate funding for existing and increased continual public safety services.

*contains 11 words but must be 10 or less (bold and underlined do not count)

- Revised

The City Council has adopted Ordinance 24-020 concerning providing funding to maintain and increase public safety services.

* 9 words

Updated Ballot Language (cont.)

If approved, this proposition would authorize the City Council to increase the 2025 regular property tax levy rate to not more than \$1.40/\$1,000 assessed value for the purpose of maintaining and increasing existing funding public safety service levels, including retaining existing police officer positions and increasing public safety and police staffing desired by the community, all as described in the Ordinance. Subsequent levy limits would be based on the 2025 maximum allowable levy. Qualifying seniors, veterans, and others would be exempt per Chapter 84.36 RCW.

* 80 words, must be 75 or less (bold and underlined words do not count)

Updated Ballot Language (cont.)

If approved, this proposition would authorize the City to increase the 2025 regular property tax levy rate to not more than \$1.40/\$1,000 assessed value to maintain and increase funding for public safety service levels, including retaining police officer positions; and increasing public safety and police staffing, all as described in the Ordinance. Subsequent levy limits would be based on the 2025 maximum allowable levy. Qualifying seniors, veterans, and others would be exempt per Chapter 84.36 RCW.

* 72 words

About the 2023 Bonds

- The 2023 bond issuance had no affect on residents' taxes
 - The General Fund does not contribute to 2023 bond payments
- Bonds were issued to finance Capital Projects
 - Under federal tax law, the bond proceeds must be spent on capital projects, the useful life of which exceeds the life of the bonds.
 - Under state law, bonds can only be issued for projects identified in the authorizing ordinance
- Postponing bond projects or deferring payments would cost the City additional interest and possibly damage the City's bond rating and future debt issuance prospects
 - Spend-Down Rules for Tax-Exempt Bonds
- Levy lid lift proceeds should not be used to repay bonds
 - Would make the lid lift temporary (9 years)

Bond Payments

2018 New Money Bonds		
Payment Source	2024	2025
General Fund	\$ 226,600	\$ 226,600
2018 Refunding Bonds		
Payment Source	2024	2025
Marina	\$ 472,524	\$ 471,505
REET 2	178,079	177,695
	\$ 650,603	\$ 649,200
2023 Bonds		
Payment Source	2024	2025
Marina	\$ 580,000	\$ 630,491
REET 1	200,000	118,342
REET 2	300,000	218,342
Paid Parking (Waterfront Zone)	250,000	250,000
One-Time Tax	50,000	25,000
	\$ 1,380,000	\$ 1,242,175

Recommendation

- Permanent Levy Lid Lift
- Single-year
- Levy Rate of \$1.40
- August Election

Motion

- Motion 1: “ I move to pass Draft Ordinance No. 24-020 to a third and final reading on April 25, 2024 for further City Council consideration.”

AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: Comprehensive Marina Master Plan Update

FOR AGENDA OF: April 11, 2024

DEPT. OF ORIGIN: Marina

ATTACHMENTS:

- 1. Draft Resolution 24-027
- 2. 2024 Comprehensive Marina Master Plan

DATE SUBMITTED: April 3, 2024

CLEARANCES:

- City Clerk _____
- Community Development _____
- Courts _____
- Emergency Management _____
- Finance *MH 2/1*
- Human Resources _____
- Legal */s/MH*
- Marina *SW*
- Police _____
- Parks, Recreation & Senior Services _____
- Public Works _____

APPROVED BY CITY MANAGER

FOR SUBMITTAL: *[Signature]*

Purpose and Recommendation

The purpose of this agenda item is to present proposed updates to the Comprehensive Marina Master Plan and seek adoption of the 2024 Comprehensive Marina Master Plan

Suggested Motion

Motion: “I move to enact Draft Resolution no 24-027, adopting the 2024 Comprehensive Marina Master Plan for the City of Des Moines.”

Background

The 2007 Marina master plan laid out a comprehensive framework for the development and management of our marina facilities, encompassing both water and land-based aspects. Since its last approved revision, there have been significant changes in our facility's needs, environmental consideration and development priorities that warrant review and consideration by the Des Moines City Council. Therefore, an updated Marina Master Plan has been developed to reflect these changes and provide a clear roadmap for the future of our waterfront.

The updated 2024 Comprehensive Marina Master Plan serves as a comprehensive guide for the development, management, and enhancement of our City's marina facilities and surrounding area to include the Redondo boat launch and parking lot.

Discussion

As noted above, the 2024 Comprehensive Marina Master Plan serves as a comprehensive roadmap for the development and management of our Marina facilities and surrounding areas over the next 20+ years. It is designed to establish clear priorities, actions, and goals aligned with our future vision for the Marina.

This document is intended to be a dynamic and flexible guide, subject to periodic review and updates every 5 years, with a comprehensive revision ideally every 10 years. This approach ensures that the plan remains relevant and responsive to evolving needs, challenges, and opportunities.

It is important to emphasize that the Marina Master Plan is a guiding document, providing a framework for decision-making rather than rigid mandates. It will be utilized as a foundational tool for informing the development of the Marina Improvement Plan, ensuring alignment with long-term goals and objectives.

Furthermore, the plan will be closely integrated with the Marina's annual capital improvement budget, allowing for ongoing evaluation and adjustment as needed. This iterative process will enable us to adapt to changing circumstances and optimize our efforts in enhancing the Marina experience for all stakeholders.

Key Updates from the 2007 plan:

1. Existing Conditions: A review of the current state of the entire property and facilities, including both water and land areas, to provide context for future planning efforts. Addressing critical infrastructure needs such as dock repairs, dredging, utilities, and amenities to enhance safety, functionality, and accessibility.
2. Implementing measures to preserve and enhance the ecological health of the Marina and surrounding habitats, including shoreline restoration, water quality improvements, and sustainable practices. Recent Bathymetry and Eelgrass Survey: Incorporation of recent data from bathymetry and eelgrass surveys to inform decision-making regarding environmental conservation and management strategies.
3. Zoning Clarification: Identification and clarification of the distinctions between the Marina Zone, Waterfront Zone, and Redondo Zone to ensure effective management and utilization of each area.
4. Future Considerations: Presentation of up-to-date statistics and trends in recreational boating, as well as current demand forecasts, to inform future planning efforts and decision-making processes. Additionally, inclusion of the Passenger Ferry pilot program as a potential consideration for enhancing transportation options within the marina area.
5. Master Plan Recommendations: Review and discussion of recommendations related to the waterside and portions of the landside within the Marina Zone, aimed at guiding future development and enhancement initiatives.

6. Schedule and Financing: Discussion of updated costs and financing considerations associated with the implementation of the Marina Master Plan, ensuring alignment with budgetary constraints and project timelines.
7. Glossary and Appendices: Addition of a glossary of terms and updates to the appendices, including recent studies and documents completed in recent years, to provide comprehensive reference materials for stakeholders and decision-makers.

Public Engagement & Postings

Information and the opportunity for feedback has been presented through the following venues:

- DMMA Tenant, Stakeholder Presentation Apr 14, 2021
- Council Presentations –
 - April 8, 2021: City Council was briefed on the progress of the Master Plan
 - February 10, 2022
 - March 10, 2022: Council was given a follow up presentation.
 - February 9, 2023: an updated plan was presented to the Council at its regular meeting.
- Municipal Facilities Presentations –
 - February 25, 2021 | March 25, 2021 | April 22, 2021
- DRAFT Marina Master Plan published to Marina website on August 9, 2021
- M&N Design – Published May 28, 2022
 - Final Concept design published July 6, 2022
- December 8, 2023: Final draft was provided to the Council for review.
 - Published online and emailed to tenants on February 8, 2024
- Tenant Meetings –
 - September 7, 2022: For L,M, N dock tenants (court chambers)
 - April 25, 2023: All Tenant Meeting (Activity Center)
 - November 11, 2023: All Tenant Meeting (Pavilion)
 - February 7, 2024: All Tenant Meeting (Pavilion)
- Annual/ Monthly Harbormaster Reports:

Alternatives

The council may:

1. Adopt the Marina master plan as presented
2. Decline to adopt the plan

Financial Impact

N/A

Recommendation

The City Council is recommended to review and approve the updated 2024 Marina Master Plan, recognizing its significance in shaping the future of our waterfront and community. Approval of the updated plan will authorize its implementation and guide future decision-making processes related to marina development and management.

CITY ATTORNEY'S FIRST DRAFT 4/3/2024

DRAFT RESOLUTION NO. 24-027

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DES MOINES, WASHINGTON, approving the 2024 Comprehensive Des Moines Marina Master Plan for the City of Des Moines.

WHEREAS, on June 7, 2001, the Des Moines City Council, by Resolution No. 906, adopted the Comprehensive Marina Master Plan, and,

WHEREAS, the City Council found in January of 2005 that conditions in the Marina had changed enough to warrant updating the Comprehensive Marina Master Plan, and

WHEREAS, the Municipal Facilities Committee, with assistance by Administration and several consultants, oversaw the preparation of the draft Updated Marina Master Plan, and presented the draft Plan to the full Council and the general public on September 28, 2006, and

WHEREAS, on March 23, 2007, the Des Moines City Council, by Resolution No. 1039, adopted the Comprehensive Marina Master Plan, and

WHEREAS, the Reid Middleton report outlining the condition assessment of the Marina docks and a draft Master Plan were presented to the City Council Municipal Facilities Committee on February 25, 2021, and the Committee discussed and provided feedback in March and April 2021, and

WHEREAS, the whole City Council was briefed on the progress of the Master Plan on April 8, 2021, and

WHEREAS, a meeting was conducted with Marina tenants, the Des Moines Marina Association, and other stakeholders to provide the information which had been shared with the Council on April 14, 2021, and

WHEREAS, the Council was given a follow up presentation in March of 2022, and

WHEREAS, the City's SEPA responsible official reviewed this proposed non-project action and determined that the proposed action is categorically exempt from SEPA on December 20, 2022 pursuant to DMMC 16.05.330 and WAC 197-11-800(19), and

Resolution No. ____
Page 2 of 3

WHEREAS, staff completed a final draft of the proposed Comprehensive Marina Master Plan on December 31, 2022, after receiving feedback from consultants, the City Council, and various stakeholders, and

WHEREAS, the updated plan was presented to the Council at its regular meeting on February 9, 2023, and

WHEREAS, following additional community outreach and updates to reflect project completions and changes in staff and Council, the final draft was provided to the Council for review in December 2023; now therefore,

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

Sec. 1. The 2024 Comprehensive Des Moines Marina Master Plan attached to this Resolution is hereby approved as the official Comprehensive Marina Master Plan for the City of Des Moines.

Sec. 2. Not less than one (1) copy of the 2024 Comprehensive Des Moines Marina Master Plan is filed in the office of the City Clerk and is available for use and examination by the public.

ADOPTED BY the City Council of the City of Des Moines, Washington this ____ day of _____, 2024 and signed in authentication thereof this ____ day of _____, 2024.

M A Y O R

APPROVED AS TO FORM:

City Attorney

Resolution No. ____
Page 3 of 3

ATTEST:

City Clerk

2024 COMPREHENSIVE Des Moines Marina Master Plan

City of Des Moines



Figure 1. City of Des Moines Marina

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City of Des Moines

ACKNOWLEDGEMENTS

Prepared by:

Scott Wilkins, Harbormaster
Katy Bevegni, Assistant Harbormaster

Consulting Groups:

Moffat & Nichol
BST Associates
Waggoner Group

City Manager:

Tim George

City Council:

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

The 2024 Comprehensive Marina Master Plan
was adopted by City Council in open public meeting on
_____, 2024

Thank You!

Special thanks goes out to many of our tenants who provided invaluable insight in various settings into the development of this 2024 Comprehensive Master Plan.

For any questions, comments, or feedback concerning this draft.
Please email: marinamasterplan@desmoineswa.gov.

EXECUTIVE SUMMARY

The Des Moines Marina - owned and operated by the City of Des Moines - has served the community well since its construction in 1970. Now, due to the corrosive saltwater environment, economic conditions, changing public interest, and age, many Marina facilities, and various infrastructure within the Waterfront and Redondo Zones, are in dire need of repair and replacement. The seawall, for example, will need to be reconstructed entirely from the south parking lot by A-dock to in front of CSR. The seawall in front of CSR (by approx. M-dock) to the Southeast corner of the north lot was repaired in 2009 and completion of the remainder of the seawall from the South east corner of the north lot to the north east corner of the north lot was completed by the end of 2022. The completion of the southern portion of the seawall will need to be addressed as a future capital improvement project.

Meanwhile, boating activities and trends have changed drastically since the Marina's inception and even more so since the worldwide Coronavirus pandemic. Salmon fishing and recreational crabbing seasons are now severely restricted and pleasure boating has become increasingly popular. Studies have found that boaters are "trading up" to larger boats, and family boating has replaced fishing as the dominant activity on the water. Fortunately, the Marina's 2007 bonds were paid off in 2022 allowing the opportunity to issue new bonds for Marina improvements and re-development.

Over the last few years, the Des Moines City Council, the Municipal Facilities Committee, Marina Tenants, and other interested stakeholders have studied existing conditions at the Marina, assessed repair needs, evaluated current and projected boating trends, and discussed numerous options for facility upgrades. Changes in boating trends due to the global COVID-19 pandemic preventing normal domestic and international travel, have been taken into consideration as consumers are looking for alternate means of activity such as recreational boating. Statistical, financial, and policy analysis has been provided by City Administration, consultants from the Waggoner Group, and from Paul Sorensen Principal for BST Associates. This 2024 Comprehensive Marina Master Plan summarizes and synthesizes the conclusions and recommendations for redevelopment of the Marina.

The 2024 Comprehensive Marina Master Plan also provides guidance regarding the services to be offered by the Marina in the future. Proposed changes in service may require the construction of new improvements, the removal of existing facilities, or only a minor change in daily operations. In general terms, in-water projects are intended to help the Marina maintain a competitive advantage in attracting moorage tenants and guests. Upland improvements and development will support in-water activities and make the Marina more attractive and pedestrian friendly. The 2024 Comprehensive Marina Master Plan responds to the Marina's primary purpose and function as a boating facility while simultaneously promoting the Marina as a premier destination for those arriving by alternative methods other than the boating community.

Projects identified in the 2024 Comprehensive Marina Master Plan would be implemented over the next 20 years, or more. **This document and these projects are designed to be a guideline and not an exact prediction.** All information and projects are subject to change as we move forward pending funding, permitting, etc. The below listed projects have been categorized into three tiers of relative priority.

Tier 1 projects are those that ideally would be completed in the “near term”, within the next 5 to 10 years. Environmental analysis, engineering, and permitting for some of the near-term projects began in early 2021.

Tier 2 projects are those that would be completed within the next 10 to 15 years.

Tier 3 projects are those that are “long term”, and ideally would be completed in the next 20+ years. The timing of Tier 2 and Tier 3 projects are subject to the availability of resources and funding.

Master Plan Recommendations Include: Tier 1 (Near-Term) Capital Improvements

1. Tenant Restroom Replacement in south Marina lot.
2. Replacing L, M, and N docks and associated infrastructure.
3. Continued upgrades to the Marina infrastructure, specifically power and water systems.
4. Upgrade of electrical services on the guest dock, including infrastructure for charging stations for electrical vessels.
5. Planning and design for the Adaptive Purpose Building (APB) with dry stack boat storage.
6. Planning and design for a new Small Sling Hoist. (10 Ton) or alternative method of launching boats.
7. Construction of Adaptive Purpose Building with dry stack boat storage.

Tier 2 (Mid-Term) Capital Improvements

1. Replacement of the Electrical backbone from CSR South.
2. Replacement of the remaining portion of the original seawall south of CSR, to the southeast corner near the Des Moines Yacht Club.
3. Extension of the pedestrian walkway south of CSR to A dock, including construction of pedestrian amenities, such as benches, landscaping and raised concrete sidewalks.
4. Replacement/reconfiguration of D, E, F, G docks.
5. Fuel Tank upgrade.

Tier 3 (Long-Term) Capital Improvements

1. Replacing H, I, J, K docks and necessary infrastructure.
2. Improve pedestrian connections/pathways between Beach Park, Des Moines Creek trail and the Marina (Water Front Zone Project).
3. Replacement/upgrade of guest moorage restrooms and Marina office.
4. Travel lift replacement.

Completed Capital Improvements from the 2007 Master Plan

1. Replacement of the seawall between CSR & northeast wall located in the north lot.
2. Along the seawall, construction of pedestrian amenities, such as benches, landscaping and raised concrete sidewalks.
3. Improved pedestrian connections/pathways between Beach Park, Des Moines Creek Trail, and the Marina.
4. Reconfiguration of vehicular circulation areas to improve safety and efficiency.
5. Construction of new travel lift pier.
6. Dredging the entrance channel to the boat basin.
7. Reconstruction of a portion of J Dock.
8. New Electrical service from CSR North.
9. Creation of the Container Village (a community of small businesses).
10. Facilitation of SR3 Marine Mammal Rescue.
11. Secured paid parking implemented.

Project Tiers: The below spreadsheet identifies the list of Capital Improvement Projects identified for inclusion as part of this master planning effort. These projects are divided into their described tiers. The time frames and costs are not specific since implementation will likely not occur on a strict timeline and other factors likely will come to play. You will find the majority of these projects in Chapter 6 with additional information.

City of Des Moines, WA		From: 2023 To: 2040+				Estimated Replacement Costs for CIP (@ 2023 Prices)
Proposed Priority No.	Project Identification	2023	2024	2025	2026-'28	
Tier 1 Projects		<i>*Numbers in the thousands*</i>				
1	Upgrade of Guest Dock Electrical Including infrastructure for Charging stations for electrical vessels.	300	0	0	0	250,000.00
2	Dock Replacement (L,M,N) (Marina) Replace L, M, N dock with 36' - 55' slips. Upgrade waterside utilities.	0	1000	14000	0	14,000,000.00
3	Tenant Restrooms (Marina) Replace existing tenant restroom. Construct new building with four uni-sex restrooms/showers. Facility will also include at minimum 1 public restroom.	0	950	0	0	950,500.00
4	Planning for Small Sling Hoist Replacement (Marina) Planning & design process for replacement of Small Sling Hoist.	0	0	170	0	170,000.00
5	Adaptive Purpose Building Planning (Marina Redevelopment - Phase 1) (Marina) Planning and design of ADP.	0	500	0	0	500,000.00
6	Marina infrastructure Upgrade to power & water Replacement of power and water systems to docks	0	60	60	60	1,200,000.00
7	Construction of APB Replace existing dry shed facilities by incorporating them into a new structure. New structure to facilitate waterside year round farmers market and other leasable areas for retail, office, restaurants, and marine manufacturing.	0	0	4000	0	4,000,000.00
Tier 2 Projects						
8	Electrical System Upgrades South of CSR (Marina S. Lot) from: "A" Dock to: "L" Dock Replacement of electrical systems through the south lot of the Marina. Coordinate with South Bulkhead Replacement and parking lot lighting.	0	0	0	600	600,000.00
9	Des Moines South Marina Seawall Replacement from: "A" Dock to: "L" Dock Replace the un-finished portion of the Seawall L Dock to A dock.	0	0	0	12600	12,600,000.00
10	Extension of the Pedestrian Walkway from: "A" Dock to: "L" Dock Including construction of pedestrian amenities such as benches landscaping and raised concrete sidewalks.	0	0	0	1500	1,500,000.00

EXECUTIVE SUMMARY

11	Storage Lot (Waterfront Zone Redevelopment) Marina (Property) / Waterfront Zone(Development) Coordinate with City's Redevelopment project and marina steps.									N/A
12	Dock Replacement/Removal (F) (2035-2045) Coordinate the removal/replacement of E, F, and/or G Docks as necessary. Upgrade waterside utilities.									5,000,000.00
13	Dock Replacement/Removal (G) (2035-2045) Coordinate the removal/replacement of E, F, and/or G Docks as necessary. Upgrade waterside utilities.									5,000,000.00
14	Dock Replacement/Removal (H) (2035-2045) Replace H dock with 30' slips. Upgrade waterside utilities.									5,000,000.00
15	Dock Replacement/Removal (I) (2035-2045) Replace I dock with 30' slips. Upgrade waterside utilities.									5,000,000.00
16	Dock Replacement/Removal (J) (2035-2045) Replace J dock with 30' slips. Upgrade waterside utilities.									5,000,000.00
17	Dock Replacement/Removal (K) (2035-2045) Replace K dock with 32' slips. Upgrade waterside utilities.									5,000,000.00
18	Fuel Tank Upgrade (Marina) (2035-2045) Due to the age of the fuel tanks insurance is extremely expensive and a new upgraded fuel system is required to lower those long term costs.									750,000.00
19	Marina Master Plan "Tune up" Tune up master Plan assumptions. Update and revise as necessary.									100,000.00
Tier 3 Projects										
20	Travel Lift Replacement (Marina) (15-20+Yrs) Replace current Travel-lift with new, Possibly a larger machine.									700,000.00
21	Dock Replacement/Removal (A) (Marina) (15-20+Yrs) Replace existing dock.									5,000,000.00
22	Dock Replacement/Removal (B) (Marina) (15-20+Yrs) Replace existing dock.									5,000,000.00
23	Dock Replacement/Removal (C) (Marina) (15-20+Yrs) Replace existing dock.									5,000,000.00
24	Dock Replacement/Removal (D) (Marina) (15-20+Yrs) Replace existing dock.									5,000,000.00
25	Dock Replacement/Removal (E) (Marina) (15-20+Yrs) Coordinate the removal/replacement of E, F, and/or G Docks as necessary. Provide covered moorage as permitted, and upgrade waterside utilities.									13,100,000.00

EXECUTIVE SUMMARY

26	Guest Moorage Restrooms (15-20+Yrs) Rebuild current Restroom. Rebuild Guest moorage restrooms and separate public from Tenants.					1,000,000.00
		0	0	0	0	
27	Marina Office Replacement Replacement may be incorporated with the APB development.					2,300,000.00
		0	0	0	0	
28						
		0	0	0	0	
29						
		0	0	0	0	
TOTAL		\$0	\$0	\$0	\$0	103,720,500.00

Last column reflects an **estimated cost for each Capital Improvement Project listed. These are very rough estimates and also reflect 2023 estimated prices. Inflation is expected.*

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1. INTRODUCTION

Background

The previous *2007 Comprehensive Marina Master Plan* was adopted by the Des Moines City Council in late 2008. The general purpose of that plan was to determine what major repairs and capital replacements would be needed to keep the facility operating in its current configuration. Although the plan identified some long-term needs, its intent was to focus on needs through 2020. At the same time, the City Council also adopted a rate plan that included a capital component to help fund the improvements. Major projects completed under that plan include replacement of the underground fuel tanks and fuel delivery system, the repair of 800 hundred feet of the seawall, the purchase of the quartermaster property, and various maintenance project Marina wide. The rate plan also produced capital savings of approximately \$1.4 million dollars by the end of the planning horizon, resources that will be used to fund dock replacements as part of the 2024 Comprehensive Marina Master Plan.

In 2007, the Council directed the Marina staff to look at longer-term capital needs. Since the recreational boating industry had changed significantly since the Marina began operation in 1970, staff analyzed the services and facilities offered to see if they matched both current and future boater needs. The result of that analysis was the *2007 Comprehensive Marina Master Plan*, which included elements of a long-term business plan for the Marina as well as a plan for replacing major capital assets. A significant element of the Plan included expanding the in-water guest moorage facilities at the Marina's north end and reconfiguration of the permanent moorage to accommodate larger boats.

The 2024 Comprehensive Marina Master Plan represents an update to the *2007 Comprehensive Marina Master Plan*. It includes a preferred commercial development option based on continued changing conditions within the boating community and newly emerging opportunities to improve upland facilities that will provide additional much needed revenue streams, as well as further refinement of the permanent moorage reconfiguration options. This document will also identify the three separate revenue/expenditure zones that have been developed; the Enterprise Funded Marina Zone, the City's General funded Waterfront Zone and the Redondo Zone.

Marina Vision: The Des Moines Marina is the Crown Jewel of Des Moines. It is a significant asset that serves a dual purpose. It provides the boating community – locally, regionally, and internationally – the opportunity to enjoy the unique qualities and characteristics of the Des Moines community, and, it allows the Des Moines community to interface with the ambiance of a functional waterfront Marina with breathtaking views of the Puget Sound.

Goals

From the outset, the primary goal for this planning process was to focus on the Marina's core business activities and develop a plan to keep the facilities and services in high demand with recreational boaters. In keeping with the Marina vision as a place for the general public, a second goal is to develop long-range plans for improving facilities used by non-boating visitors. Four tasks have been identified to accomplish these goals:

- Review current conditions of the marina and its assets as well as identify future needs.
- Develop a strategic investment and financial plan for the long term sustainability of the water side of the Marina.
- Determine when and how each of the Marina's major assets will be managed, maintained, and upgraded or replaced.
- Develop a plan for the Marina uplands that creates safe and inviting pedestrian areas, and identifies facilities and amenities that serve the general public, the boating community, and at the same time, generate additional revenue streams for the Marina.

Planning and Analysis Process

This update draws heavily on the work completed under the *2007 Comprehensive Marina Master Plan*, and more recent efforts including public outreach, meetings with the City Council, the Municipal Facilities Committee, interested stakeholders, as well as interviews with Marina staff, and a variety of special studies. All background reports and studies are available at the Marina office or on the Marina's website.

Several new studies have also been completed since 2007 and have been incorporated with this update.

New studies and reports include the following:

- *Des Moines Marina Service Life Report*. The Service Life Report provides a detailed analysis of the condition of the Marina docks and boat use areas. The draft report was completed in December 2020 by Reid Middleton.
- *Limited Tax General Obligation Bonds, 2022 option*. This is a summary of the current Debt profile and debt capacity completed January 2021 by Key Bank for new bond scenarios.
- *Waggoner Marina Survey*. This report summarizes the results of the Waggoner Marine Consulting project to evaluate the Marina. Completed in March 2019 by Waggoner Marine Services.
- *Waggoner Marina Phase 2 Study*. This report summarizes the results of the Waggoner Marine Consulting project to evaluate the Marina. Completed in March 2021 by Waggoner Marine Services.
- *Passenger Only Ferry Service Study*, by Diedrich*RPM, along with participation in PSRC – kpff study.
- *Marina Redevelopment Studies*, prepared by the Holmes Group
- *Marina Redevelopment RFQ (Land Side)*

- *Des Moines Marina Electrical Upgrade Study*, by Wood/Harbinger Inc. Provided engineering and design services for the Marina's Upgrades to the Power Distribution System Project (Phase1), *Phase 1 was the northern upgrades.*
- *2022 BST Associates Demand and Analysis Study*
- *2022 Moffat & Nichol Financial Feasibility Study*
- *2022 Moffatt & Nichol Marina Replacement Plan/Conceptual Design Report*
- *2022 Des Moines Marina Boat Launch Technical Memorandum by Exeltech*

Community Outreach

Municipal Facilities Committee

The Marina staff meets with the City Council's Municipal Facilities Committee to keep the group informed and updated on all projects within the Marina, along with receiving feedback and direction before presentations are made to the entire Council.

Argosy Boat Community Meeting

In September 2017 City Staff and City Council members met with the Des Moines Community regarding future options for Marina development. Argosy Boats graciously donated and docked a vessel at the Marina. The boating community and surrounding Des Moines residents were invited to join, thus having the opportunity to voice their opinions and make choices on what their hopes for future Marina upland development may be considered. Ranking high on the lists were a year round Farmers Market, Boutique Hotel, Restaurants and a Brewery.

Des Moines Yacht Club Community Meeting

In October 2017, the Marina and City Staff along with City Council met with the Boating community along with residents of the Marina district to highlight the thoughts and suggestions from the Argosy meeting, and encouraged those that attended or those that missed the Argosy, an opportunity to voice their thoughts and concerns.

Des Moines Marina Association (DMMA) Meetings

The Marina staff met, with the DMMA, pending staff availability, to help keep the lines of communication open by updating them with information on current Marina operations as well as future visions. The Harbormaster also provided this update to the DMMA and all Marina tenants as a monthly report. These monthly reports are available on the Marina's website.

Harbormasters Monthly Report

A monthly report is emailed to all current tenants and posted to the Marina's website. This report includes project updates and happenings around the Marina. Along with this report, the email address marinamasterplan@desmoineswa.gov was created for the purpose to funnel specific questions related to the Marina Master Plan. While severely underutilized by our boating community and tenants this continues to remain an option for customers to send in questions related to the marina redevelopment.

Harbormasters Working Group

Marina and City Staff met monthly with the Harbormasters working group in the early part of 2022. This group was formed as a tool to help communicate directly to the boating community concerning projects being considered for both the waterside and the supporting uplands. Since then, the publication and email distribution of the monthly Harbormaster's Report to all current tenants has allowed us to share information more directly to our boating community.

Tenant Meeting with L, M, N Dock Tenants

September 7, 2022, the Marina along with City staff met with the current tenants of L, M, and N dock to update these users on Phase 1 of dock replacement as it directly impacts their spaces.

All Tenant Meeting(s)

The Harbormaster has held a couple all tenant meeting to go over generic Marina updates which included updates on the Dock Replacement project.

- April 25, 2023 in the Des Moines Activity Center
- November 21, 2023 in the Marina Pavilion on the Activity Float

Des Moines Activity Center Community Meeting – Landside Marina Redevelopment

September 27, 2022, City Staff along with City Council met with the with residents of Des Moines to update the community on the current plans related to the Marina Steps and landside redevelopment at the Marina.

2. EXISTING CONDITIONS

The existing Marina is over 50 years old and many of its facilities are at or near the end of their design life. This section summarizes the condition and operational considerations of existing Marina facilities and assets.



Figure 2-1. Existing Marina Configuration

In-Water Facilities

The City of Des Moines Marina consists of an assortment of in-water assets, including both permanent and guest moorage, a fuel dock, and a breakwater. The in-water assets consists of a combination of open and covered moorage. In the areas of open moorage, the floating docks are modular concrete floats, anchored in place by creosote treated timber pile. For the covered moorage, the timber/steel roof structures are supported by timber float systems, anchored by creosote treated timber pile. A condition assessment was completed in 2020 (Reid Middleton 2020) to evaluate the overall condition of the in-water marina structures visible above the water line. Findings indicated that although the concrete floating docks and timber pile may have approximately 15 to 25 years of useful service life remaining with routine maintenance, the timber floats with the covered roof structures are nearing the end of their service life.

The following section provides a summary of their capacities, condition, and other operational considerations.

General Dock Infrastructure

A general description of the infrastructure and its history that supports in-water operations is provided below.

Pilings

In 1988, only 11 of the Marina's pilings (out of 902) were found to be beyond repair. Another 116 were classified as having "some damage." In 1995-96, a re-inspection of a sample of the pilings that had been classified as having some damage found that they had not deteriorated significantly [Facility Master Plan, July 1996]. A service of life report was performed in 2020 finding that overall, the timber piling within the Marina today remain in fair condition given their age of approximately 50 years [Service Life Report, 2020].

A small percentage of the pilings have deteriorated and have either been cut down to the mudline or removed. Some have been replaced with steel piling. The floating docks were designed with 33 percent more pilings than they actually need to withstand normal loading. Because the pilings in the timber breakwater were driven much closer together they are not as critical, although that structure has to withstand a much greater load than the rest of the seawall.

Past experience with treated timber pilings shows that deterioration will accelerate with time. It is probable that the percentage of unserviceable pilings will increase in the next five years.

The existing pile hoops are in varying condition. The pile hoops are continued to be repaired as necessary but similar to the piling are not the critical element in estimating the remaining life of the overall system.

Floataction Systems

Timber Float System

The timber float systems within the Marina are poor condition between E dock and N dock. Evidence of saturation and areas of loss of adhesion and separation of the floatation materials can be seen throughout the deck.

- *Open Moorage.* The uncovered timber docks are rated as poor. Most of the open moorage float systems are concrete and in fair-good condition. The open moorages on M dock (40 ft. slips) and N Dock (mostly 50 ft. slips) are the original wood floats and there are some isolated areas with deteriorating decks and pressure-treated whalers. The wood open moorage floats on M and N Docks require more maintenance due to their exposure.
- *Covered Moorage.* Most of the covered timber float system have been protected from extreme weather and appear to be in fair condition given the age. Random measurements of foam floatation blocks show some loss of floatation. Areas of concern are where otters have removed the foam to make nests or the foam has deteriorated due to contact with chemicals in the water. There are approximately 2,250 exposed foam floatation blocks under the covered moorage docks. The staff has developed a system for replacing the original foam blocks with encapsulated blocks that will be less vulnerable to physical and chemical deterioration. As the docks are refurbished, the blocks will be replaced with encapsulated floats.

Concrete Float System

The concrete float systems within the Marina are in fair to good condition. The decks of the concrete pontoons are in overall good condition. However, the concrete floats are starting to show within some locations evidence of delamination, spalling, and corroded and exposed reinforcement.

Decking

Replacing the original untreated decking with treated boards is part of regular maintenance. Overall, decking remains in fair to good condition on most docks.

Utilities

Following adoption of the 2001 Marina Master Plan, Marina staff began a program of upgrading the Marina's utility infrastructure. In the first phase, A, B, C and D Docks were reconditioned and all utilities were replaced, including the shore power boxes and the main distribution panels. In early 2003, the City hired Wood/ Harbinger Inc., an electrical engineering firm, to design a new medium voltage distribution system. As part of that project, the firm conducted an assessment of the Marina's entire electrical system and developed alternatives and cost estimates for replacing the system. This report, titled "City of Des Moines Marina Electrical Upgrade Study", is described in the Studies and Document List – Chapter 8.

After the Reid Middleton review of the upgrades that were made in the early 2000's the utilities across all docks at this time are now rated between Fair to Good.

Covered Moorage System

The covered moorage roof system is in poor condition with the exception of the roof replacement of part of J dock due to the 2013 fire. Majority of the vertical timber support posts show some camber from previous snow-load.

Steel Truss Joists

The roof structure's trusses are generally in decent condition, however they show signs of corrosion across all covered docks. Cleaning and painting trusses is an ongoing maintenance effort.

Metal Roofing

The metal roofing does not show signs of significant deterioration. In 2003, all of the fasteners on the roofs were checked and resealed. This continues to be an ongoing maintenance process.

Mechanical & Electrical Systems**Mechanical**

Potable water is provided on all docks. Potable water is connected to the upland potable water system, utilizing reduced pressure backflow prevention with flexible hoses on the gangway. Some hoses are routed in a traveling link cable/hose carrier assembly, known as Kabel Schlepp. Each slip is provided with a hose connection. The existing potable water system on the floats must be drained prior to anticipate temperatures below freezing to avoid damage to the system. Only Docks J, M, N and Guest Moorage have the Kabel Schlepp at the gangways.

Permanent moorage areas do not have sewer pump-out. There are two free sewer pump-out stations; one at the fueling dock, and on the North Guest moorage dock.

Fire protection on the floating dock is provided by a manual dry standpipe system on a majority of covered docks. Nominal spacing for hose connections along the main walkways is approximately 250-300 feet apart, to provide coverage of 150 feet to any point from a hose connection. The standpipe system extends to a fire department connection on the main walk float at the bottom of the gangway. The covered moorage areas do not have a fire sprinkler system for protection.

Electrical

The incoming service for the Marina is a, 470 volt, 3 phase service that is provided by Puget Sound Energy from the Des Moines Substation. The utility service is supplied by a 15kV pole located on 6th Avenue South above the central stairwell to 6th Avenue. The service travels down the pole to an underground duct. From the pole, the conductors travel underground and down the hillside to the 15kV sectionalizer switch.

The 15kV switch connects two loop feed conductor systems, north and south. This loop allows for more flexibility and redundancy to the medium voltage system. The conductors are routed through a series of manholes connected by a ductbank along the street on the east side of the property next

to the hillside. This design allows for easier installation of future loads and connections to the 12.47kV distribution within the manhole without restriction to capacity.

From the manholes, another loop system feeds each distribution transformer. The transformers are liquid filled, loop feed, pad-mounted, 12.47kV:480/277 volt, 3 phase transformers protected by fuses. Each transformer feeds a 480/277 volt, 3 phase, distribution switchgear with a main circuit breaker. Each load is protected by circuit breakers. Distribution Switchboard 3 (DSB3) is rated for 1500 amperes provides power for Docks M, N, Guest #1 and #2. DSB3 has ground fault protection. Distribution Switchboard 4 (DSB4) provides power for the office, new office building addition, existing restroom and pier building and the power pedestals for miscellaneous events, such as the carnival. In 2016, the remainder of the 15kV feeders from the repair yard down to Dock A was replaced with new and the existing Switchboards KL, IJ, GH, FE, and ABCD were reconnected to the new feeder. The original upland transformers in the vaults, switchboards, and feeders onto the docks are beyond their service life and needs to be replaced as soon as possible.

From each switchboard, the dock feeders are routed underground, under the gangway, and routed into the end of the dock and into the branch panel-board. From each panel-board, the shore power boxes are fed from below. Each slip has a shore power box with a local disconnect, plug and revenue meter. Most of the existing shore power boxes on the smaller slips are 20 amp, 1 phase, 20 volt type. On the larger slips, they are 30 amp, 1 phase, 120 volt type.

Docks A, B, C and D panel-boards and shore power boxes have been replaced with newer equipment since 2000. In 2013, a fire occurred on Dock J, which resulted in replacement of the incoming power from the switchboard, one of the two dock panel-boards and replacement of the first half of the shore power boxes and connections to the 2nd half of the dock.

For some of the slips on the other docks, the shore boxes were replaced due to normal wear and tear, such as the end of Docks E and K. Those units were replaced with local boxes with meters and circuit breakers at those specific individual slips. Otherwise, there is no existing ground fault protection for each dock panel-board or for the overall dock per today's current Electrical Code requirements.

Breakwater and Bulkhead Protection

Rock Breakwater

The existing rubble rock breakwater that provides wave protection for the Marina is in good condition. The rock breakwater is located on property owned by the DNR, and the Marina pays an annual lease payment for use of this area.

Timber Breakwater

The timber breakwater (Wing Wall) near the Marina entrance shows signs of deterioration and has been replaced as a part of the North Bulkhead Project (2021-2022).

Bulkhead

The bulkhead surrounding the upland area has undergone several stabilization programs over the last decade. The last stabilization occurred in 2009 when the bulkhead from the northeast corner of the guest moorage basin to M dock was replaced with a steel sheet pile wall with a concrete cap. The south timber bulkhead will need to be replaced in the coming years.

The portion of the Bulkhead surrounding the North Parking lot is defined as the Waterfront Zone's. The portion of the Bulkhead South, from the "N" dock to Anthony's is within the Marina's enterprise fund, and its future replacement will be funded with Marina revenues.

Permanent Moorage

The majority of revenue generated by Marina operations derives primarily from permanent moorage. In 2022, permanent moorage revenues were \$3.2 million, or about 50 percent of total Marina revenues. The Marina has approximately 729 permanent in-water moorage slips, including 466 (64%) covered and 263 (36%) uncovered. Slips range in size from 20 feet to 62 feet, with 66% of the slips less than 30 feet long. Table 2-1 provides a summary of the current permanent wet moorage asset.

Table 2-1. Permanent Moorage Assets

Length (ft.)	Number of Slips			Percent
	Covered	Uncovered	Total	
20	29	8	37	5.1%
24	141	47	188	25.8%
28	159	98	257	35.2%
30	8	0	8	1.0%
32	52	19	71	9.8%
36	40	30	70	9.6%
40	26	39	65	8.9%
50	11	17	28	3.8%
54	0	2	2	0.3%
62	0	3	3	0.4%
Total	466	263	729	
Percent	64%	36%		

Permanent Moorage Utilization

Overall, slip utilization at the Marina over the past several years has declined with vacancies going from an average of 4 percent per year in 2007 for covered slips and 2 percent for open slips to a combined 11 percent vacancy rate in 2020. There is a general trend that indicates growth in the vacancy rate, particularly among smaller slip sizes. However, that trend is much less than at other marinas currently on Puget Sound.

As of late 2023, there are approximately 140 people on the various waiting lists. When the *2001 Master Plan* was adopted, there were approximately 650 people on the lists. This significant decrease is mainly due to the changing boating trends over the past 20 to 30 years. Waiting times for 20 – 28 foot open and covered slips range from 0 to 4 months, depending on the time of the year. The waiting list in the larger slips (30 – 62 foot) range from 1 to 9 years.



Figure 2-2. Covered and Uncovered Permanent Moorage

Guest Moorage

The City of Des Moines Marina has 1,800 lineal feet of guest moorage docks. The guest moorage area has, five 32-foot slips, eight 40-foot slips, and eight 50 foot slips. The remaining 800 feet are side-tie spaces, where 400 feet is currently leased by Ranger Tugs.

During the summer season (May 1 – October 31) guest moorage slips are rented based on a daily rate. The Marina will accept reservations for individual boats 32 feet or larger or for groups of five or more vessels. During the winter season (November 1 – April 30) a limited number of guest moorage space is available for rent on a monthly basis. Summer and winter guest moorage rates are summarized in Table 2-2.

Table 2-2. Guest Moorage Rates - 2022

Summer Moorage		Winter Moorage	
Length of Vessel	Price per Day	Length of Vessel	Price per Month*
0' - 20'	\$20.00	0' - 20'	N/A
21' - over	\$1.00/ foot	32' - 35'	\$15.33 per foot
		36' - 39'	\$16.25 per foot
		40' - 44'	\$17.36 per foot
		45' - 49'	\$17.36 per foot
		50' - 59'	\$19.62 per foot
		60' - over	\$20.35 per foot

* Monthly winter moorage rates include a 12.84% leasehold tax on top of the per foot rate. The per foot rate included utilities less electricity which is metered.



Figure 2-3. Guest Overview



Figure 2-4. Guest Moorage

Guest Moorage Utilization

Historically, boaters using guest moorage have been recreational salmon fishermen who also utilized the public sling launch before its removal in 2009. As fishing opportunities in the Puget Sound have decreased over the last several years, the number of public launches declined, resulting in a decrease in guest moorage utilization as well. Between 2001 and 2005 the number of boats using overnight moorage fell from a high of 9,367 boat nights in 2001 to 5,789 boat nights in 2005. This represents a decline of 38 percent. Over the last few years up through 2021, utilization trends show a continued decrease in overnight guest moorage by falling to 2,147 boat nights of overnight moorage and an increase in demand for temporary monthly moorage.

Future utilization of the guest moorage docks will depend heavily on successfully marketing of the Marina to alternate users and integration with land side amenities and attractions. With the continued decline in recreational salmon fishing, the Marina will look to target organizations/clubs, individual or family cruisers, and other similar groups to keep the guest moorage viable.

Activity Float/Pavilion

In 2009 with the removal of the public sling launch, that area was converted to include a 115 foot by 50 foot activity float. Shortly after that installation a covered structure was installed which included lighting, heating, and tables & chairs for the purpose of group rentals primarily for visiting yacht club groups. In 2020 this area underwent additional upgrades to double the indoor space and is now available to be used to host Yacht Clubs, and additionally as a Marina facility rental for general public use.

Fuel System

Fuel Dock

The fuel dock sells gasoline, diesel, propane (located upland), marine engine products, drinking water, and snacks and soda. In an effort to promote compliance with State Regulations regarding Clean Water Standards, the Marina also offers two free service pump-out stations for vessel holding tanks located on the fuel dock and the end of the guest moorage areas north pier. To stay competitive, the Marina staff actively surveys marine fuel prices around Puget Sound.



Figure 2-5. Fuel Dock

The original wood fuel dock float was replaced with a concrete float in 1988 when the guest moorage area was rebuilt. The fuel dock has three fueling stations that can dispense gasoline or diesel. Two of the stations can easily accommodate boats up to 75 feet in length, while the other station is usually used by smaller boats up to 26 feet long. The fuel float and staff building require very little maintenance.

The Fuel Dock has one high flow diesel and unleaded pump on the north side of the dock. Additional upgrades to all fuel pumps were completed in early 2022.

Fuel Tanks and Delivery System

The existing fuel delivery system requires a significant amount of repairs and/or maintenance each year. In 1998, the Marina's entire fuel system was completely rebuilt. New Fuel dispensers, Electronic inventory/delivery systems, along with three 10,000 gallon double wall fiberglass tanks were installed capable of holding 20K Diesel and 10K Gas. Now that the fuel delivery system is 23 years old and has been exposed to the harsh Marine environment along with changing environmental regulations, repairs and upgrades were necessary and completed in early 2022.

Bathymetry & Eelgrass Survey

Bathymetry

As provided by Moffat and Nichol's reporting, a multibeam survey of the Marina basin was completed in September 2021 (Figure 2-6). Water depths in the Guest Moorage (north section of the marina basin) and in the area of M and N Docks, average about -15 feet Mean Lower Low Water (MLLW). The remaining Marina basin has water depths of -13 to -14 feet MLLW.

Eelgrass and Macroalgae

On September 30, 2021, Anchor QEA and Solmar Hydro conducted a boat-based video survey along L, M, and N Docks to confirm the bathymetric survey results at the request of the WDFW. Per WAC 220 660-350, eelgrass and macroalgae beds are saltwater habitats of special concern. WDFW requested that a video survey be conducted to confirm the bathymetric survey results and provide photographic evidence demonstrating presence or absence of eelgrass or macroalgae beds within the Project area (Arber 2021). The eelgrass and macroalgae survey was completed consistent with the requirements per WAC 220-660-350(3).

Isolated shoots of eelgrass and sparse patches of other aquatic vegetation documented during the survey provide limited habitat functions because they are isolated and separate from the surrounding nearshore environment. Divers were not present to confirm whether the eelgrass shoots were rooted, so it is possible that some of the shoots were not rooted. The isolated shoots of eelgrass documented during the survey do not provide habitat functions or values such as sediment stabilization, support of a diverse nearshore epibenthic community, or food or refuge for crabs or juvenile fish, including salmonids. A dense, well-established eelgrass bed exists approximately 500 feet north of the Marina and observed during the 2008 survey (Anchor Environmental 2008). This established eelgrass bed is the likely source of the eelgrass shoots found inside the Marina. It should also be noted that there is no herring spawning for several miles on either side of the marina; the nearest spawning area is in Quartermaster Harbor, across the water between Maury and Vashon islands.

Previous eelgrass surveys that were completed at the marina found similar results. A survey completed in 2008 found a small number of rooted shoots on the slope at the southern edge of the marina, but all other eelgrass observed inside the marina was unrooted and drifting (Anchor Environmental 2008). Similarly, the September 2021 bathymetric survey indicated that there are no eelgrass beds present within the marina.

Because of the negligible amount of eelgrass and macroalgae documented within the survey area, the lack of high ecological value it provides, and the likelihood that it will not survive or colonize within the Marina, no mitigation for potential project impacts is proposed.

Subsequent coordination with WDFW indicated that if any patches of eelgrass containing 3 or more shoots will be impacted by the project, they may require additional surveys and documentation and may also consider mitigation depending on the final project alignment and conservation measures.

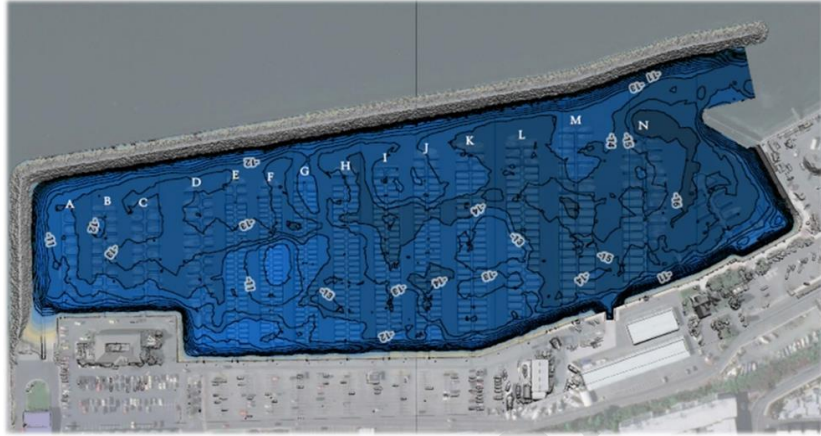


Figure 2-6. 2021 Bathymetric Survey (Image provided by Moffatt and Nichol)

Landside Facilities

Several landside facilities support various Marina activities and operations. These facilities are described below.

Harbormaster Building

The 2,500 square foot Harbormaster Building is a two-story wood frame building constructed in the early 1990's. The ground floor is 1,300 square feet and is currently occupied by the Marina maintenance and service staff. Utilization by the maintenance shop may not represent the highest and best use for this facility given its valuable location on the central waterfront. The Harbormaster offices are located on the second floor, and occupy a total of 1,200 square feet and is currently occupied by the Marina office staff as well as the Beach Park Event Center staff.



Figure 2-6. Harbormaster Building

Restrooms

There are two restrooms within the Marina Zone and one in the Waterfront Zone. The restroom located by the Fishing pier is within the Waterfront Zone and is open to the general public. The central restroom by the Harbormaster office is open to Marina moorage customers and Quarterdeck customers, while the southern restroom is reserved for Marina tenants only. Both the central restroom and southern restrooms are within the Marina Zone. Shower facilities are provided for tenants in the southern restroom and for overnight moorage guests in the restroom near the Harbormaster office.

The Marina's public restrooms are outdated and should be improved. When making decisions about travel itineraries and moorage, boaters place high importance upon marina amenities such as restrooms and laundry facilities. There are currently no laundry facilities at the Marina for tenants or guest moorage. The restrooms adjacent to the Harbormaster's office are in poor condition and in need of significant repairs. Considering the structure's state of deterioration, complete demolition and replacement is considered the most economically viable alternative.

Dry Sheds

The Marina has 79 dry sheds that house boats up to 20 feet long. These sheds were originally built in 1969. Each space in the one-story building is 25 feet long by 8 feet 11 inches wide and opens onto the parking lot via a manual garage door. Some southern facing doors were replaced in 2018 but many of the remaining shed doors require replacement, with an estimated cost of approximately \$1,500 per door. Dry shed tenants would launch their boats with the small sling hoist located at the north end of the shed area (the small sling hoist was decommissioned due to severe deterioration in June of 2022). Based on current conditions, the estimated remaining useful life of the dry sheds is between 3 and 5 years.

Dry Shed Utilization

Like the small slips, the sheds have seasonal vacancies and very short waiting lists. A survey of the sheds in the winter of 2020 showed that they are used for a variety of storage purposes. The Marina noticed a continued decline in boat use for dry shed use from a 2020 survey and a continued decline when the small sling hoist was decommissioned for safety reasons related to piling deterioration, in June of 2022. The results from this survey are summarized in Table 2-3 below. This data was collected by access device usage.

Table 2-3. Dry Storage Utilization

Use of Dry Shed	2020 Numbers	2020 Percentage	2022 Numbers	2022 Percentage
Vacant	0	0%	11	13.9%
Marina Use	4	5.1%	6	7.6%
Kayak Storage Program	2	2.5%	3	3.8%
Boats used on regular basis (1-2x/wk)	31	39.2%	21	26.6%
Boats not used regularly (1-2x/mo)	20	25.3%	20	25.3%
Boats not being used at all	15	19.0%	14	17.7%
Sheds used for general storage	7	8.9%	4	5.1%
Total Sheds	79	100%	79	100%



Figure 2-7. Dry Sheds

Boat Yard

The City of Des Moines leases approximately 33,000 square feet of centrally located uplands to CSR Marine. CSR has operated in the Marina for over 20 years and is the only provider located on property for marine repair services and performs all types of recreational boat repairs. The lease includes a 3,200 square foot building used for office, retail and repair and a 16,500 square foot paved yard area. CSR operates a 25-ton travel-lift with a beam capacity of 14 feet 6 inches.



Figure 2-8. Boat Yard



Figure 2-9. Travel Lift Pier

Travel Lift Pier

The travel-lift pier located between Docks M and N is primarily utilized by CSR Marine. This structure was rebuilt in 2009 with the new seawall in this area.

Small Sling Launcher

When it was operational, Marina dry shed tenants utilized the small sling hoist to launch their boats at the north end of the boat-shed area, just south of the Harbormaster Building. Marina personnel also utilized the launch for Marina maintenance purposes as well as in-water tenant launch/hauling appointments.

The small sling launcher pier is a timber piling-supported structure. The launch deck/ hoist pilings have been evaluated by staff annually, as well as inspected by licensed and bonded third party engineers bi-annually since 2018. After the inspection by engineers in August of 2018 it was discovered that there was severe deterioration in the super structure restricting operations down to one hoist with limited weight capacities. Since that inspection we saw continued deterioration of piles and a growing concern from several users therefore, another thorough inspection was performed in May of 2022 by licensed and bonded engineers. As suspected, this inspection noted multiple safety concerns within the super structure support system that required the closure of the hoist indefinitely.



Figure 2-10. Small Sling Launcher

Storage Yard

Located along the East bank behind the Harbormasters office is a 33,000 sq. ft. piece of the Marina's Waterfront property. Currently, this property is being considered for future Marina development. Some of the considerations for the use of the space are commercial purposes, retail and offices, a parking structure, and/or other.

Just south of this property a stairwell and walking path are being developed to provide a direct connection from the Marina's floor to the City's downtown.

Parking

The number of parking spaces within the Marina generally accommodates present demand, excluding special events. Existing on-site parking includes the following:

North Parking Lot	130	single vehicle spaces
Central Parking Lot	57	single vehicle spaces
Office Parking Lot	7	single vehicle spaces
Dry Shed – East Side	24	single vehicle spaces
South of Boat Yard & M Dock	307	single vehicle spaces
	22	vehicle-trailer spaces
Total Existing Parking	590	spaces



Figure 2-11. Des Moines Marina Today

Waterfront Zone

The image below identifies the difference between the Waterfront Zone and the Marina Zone; both of which are located on the Marina floor. Revenues and expenses from the Waterfront Zone are part of the City’s General Fund, and not part of the Marina Enterprise Fund. While Maria staff provide operation and maintenace services in the Waterfront Zone, those expenses are accounted for as a City general fund function, and reimbursement is made to the Marina for staff time and materials in this zone.



Figure 2-12. Waterfront Zone vs. Marina Zone

Waterfront Zone Facilities

Timber Pile Bulkhead

The timber-pile bulkhead surrounding the upland area of the north parking lot has undergone several stabilization programs over the last decade. Beginning in September 2021, the City began the replacement project of the remaining north parking lot bulkhead with a steel sheet pile wall with a concrete cap, which encompasses the entire north parking lot from the south-east corner to the north-east corner. This Capital Improvement Project was completed in 2023.



Figure 2-13. Old North & West Timber Pile Bulkhead



Figure 2-14. New Bulkhead

Fishing Pier

The fishing pier was constructed in 1980 with funding from the Interagency Committee for Outdoor Recreation and Community Development Block Grant Funding for King County and is an ideal complement to the Des Moines Waterfront area and Marina. The pier has an artificial reef to encourage diverse sea life, which was designed with the help of several consultants, including oceanographer Jacques Cousteau's eldest son. The pier provides excellent opportunities for fishing, walking, and sightseeing.

The concrete piling and pile caps that support the pier were damaged during the Nisqually earthquake in 2001. The pier experienced significant motion during the event and the pilings and pile caps were cracked in several places. During the summer of 2002, the pier was repaired by removing the concrete in the damaged areas and filling in the damaged areas with epoxy/concrete patching compound.



Figure 2-15. Fishing Pier

Some of the support pilings that were more seriously damaged were fitted with steel reinforcing jackets and some sections of the railing were removed and refitted with stronger connection plates. At this time, the pier is in good condition and remains a popular facility.

North Parking Lot

The Waterfront Zones north parking lot of the Marina is the parking area north of the Harbormaster office to the north bulkhead of the Marina. This parking lot currently can hold approximately 130 single vehicles. It is also available to rent for event purposes and regularly hold annual community events such as the Farmers Market, Fourth of July Show, and the Classic Car & Wooden Boat show.

North Parking Lot Restroom

As described in the Landside Facilities section. There is one restroom in the Waterfront Zone located by the public fishing pier. The restroom previously there was designed as a designated men's and women's brick block restroom. That facility was dedicated in 1980. It had stainless fixtures, no hot water and open to the public 24 hours a day 7 days per week.

That facility was past its useful service life and in coordination with the North Bulkhead replacement project the restroom was demolished and replaced (Figure 2-16). The rebuild was completed by the end of 2022. The new restroom was constructed in the southwest corner of the north parking lot. It has four single uni-sex restroom stalls, and a small concession area..



Figure 2-16. New Public Restroom in the Waterfront Zone

Redondo Zone

Similar to the Waterfront Zone, the Redondo Zone was created to differentiate and distinguish this area as separate from the Marina. Revenues and expenses from the Redondo Zone are part of the City’s General Fund, and not part of the Marina Enterprise Fund. While Maria staff may provide operation and maintenace services in the Redondo Zone, those expenses are accounted for as a City general fund function, and are reimbursed to the Marina for staff time and materials used in this zone.

This zone will go under redevelopment beginning in 2024. Details on this redevelopment can be found by contacting Des Moines City Hall.



Figure 2-17. Redondo Zone

Redondo Zone Facilities

Redondo Boat Ramp

The City of Des Moines assumed responsibility for the ramp at Redondo when that area was annexed in 1997. This area is classified and funded by the Redondo Zone revenues and expenditures. The Marina Master Plan adopted in 2001 recognized the need for extensive renovations at the Redondo facility with projects to increase capacity and make the launching ramp safer for boaters. Those projects were the first to be funded with the initial bond issue, along with grant funding from the Washington State Recreation and Conservation Office (RCO).

- The parking lot was completely demolished and rebuilt with a new ramp entrance and queuing lane. A separate area was provided for single-vehicle parking. New landscaping and a new irrigation system were also installed.
- The storm drainage system was completely rebuilt and an oil-water separator was installed to bring the facility into compliance with the City's surface water codes.
- A new pay-station and the software for a parking management system were installed.
- New raised sidewalks were installed along with a concrete surfaced crosswalk area.
- A new 5 ft. wide by 180 ft. long heavy-duty timber boarding float string was installed on the south side of the ramp. It is held in place by six new galvanized steel pilings and a new concrete approach wedge.
- A 5 ft. wide by 72 ft. long extension was added to the existing timber boarding float string on the north side of the ramp.
- The existing concrete plank ramp extensions were removed and replaced by a concrete matt.

Current plans for the Redondo facility include upgrading the restrooms, rebuilding of the Fishing Pier and providing for more staffing by Marina personnel during the June through September boating season.

New boarding floats were constructed in late 2023 provided by a collaboration between RCO Grant funding and the City of Des Moines.



Figure 2-18. Redondo Boat Launch

Redondo Fishing Pier

The pier at Redondo serves as a popular gathering spot for experienced anglers, divers, and families. Many "southsiders" have tall tales about their very first fishing pole being dipped into the waters at Redondo Beach, where salmon, sole and perch are known to inhabit the waters. Recreational crabbing is also prevalent here during crab season in the summer and autumn season. This area is extremely popular for winter "Squid" fishing. The pier was closed in 2020 for safety reasons due to severe deterioration of the support pilings. The Redondo Zones Fishing Pier and Public restroom are slated to be rebuilt in 2024.



Figure 2-19. Redondo Fishing Pier

Redondo Boardwalk



Figure 2-20. Redondo Board Walk

The Redondo boardwalk was reconstructed in 2017 after a severe weather storm destroyed large portions of it. Similar to the Redondo Fishing Pier, this boardwalk is heavily used by the local residents and outside visitors regularly.

Redondo Parking Lot

Managed by the Des Moines Marina. This parking lot has 31 truck and trailer spaces and 32 single vehicle spaces. This will also be a part of the relocation of the Redondo Restroom replacement, as depicted in the picture to the right. Some single cars spaces will be reduced to allow space for the new restroom.



Figure 2-21. Redondo Parking Lot

Existing Marina Operations & Services

Marina Operations

The Des Moines Marina is a full service marina. Even throughout the many difficulties related to the Covid-19 pandemic, Marina staff continued to offer superior customer service to visitors and long-term tenants. Our fuel dock offers gasoline, diesel, propane, marine engine products, potable water, pump-out station and snacks. Staff maintains the entire Marina floor into the beach park to include the parking lots, restrooms, beach park trail and docks.

The Marina Office staff manages and maintains moorage agreements and customer records with permanent and temporary tenants. As well as maintains multiple lease agreements with several private businesses. Marina office staff are primarily the first point of contact for questions and comments from tenants and the general public.

The Marina Service and Maintenance staff maintain the Marina Zone, Waterfront Zone, and Redondo Zone. These staff members perform a variety of duties such as, but not limited to, general building/ dock maintenance and repairs, electrical & plumbing work, along with janitorial & grounds keeping. They also provide as backup services to our City's Parks and Maintenance departments when requested during severe weather events.

Existing Lease Agreements within Marina

- Classic Yacht Sales
- CSR Marine
- Des Moines Yacht Club
- Puget Sound Sailing Institute
- Quarterdeck Coffee, Beer & Wine Bar
- Ranger Tugs
- SR-3 Marine Sea Life Rescue and Rehabilitation

Redondo Operations

Marina staff have also managed and maintained the Redondo location since 1997. Staff perform daily operations: cleaning restrooms, garbage parking lot, boardwalk and launching areas.

Existing Lease Agreements at Redondo

- B&R Snack Shack

3. FUTURE CONSIDERATIONS

The following section provides an overview of the boating trends currently affecting operations at the Des Moines Marina, as well as a demand forecast for in-water and upland facilities. The information was taken from the Des Moines Marina Master Plan Update Assessment, which was prepared by the Waggoner Group consultants. As well as BST Associates, who is working closely with our Marina Dock Replacement consultants Moffatt & Nichol, to provide up to date statistical data on marina and boating trends. A complete copy of these reports are available online at www.desmoinesmarina.com.

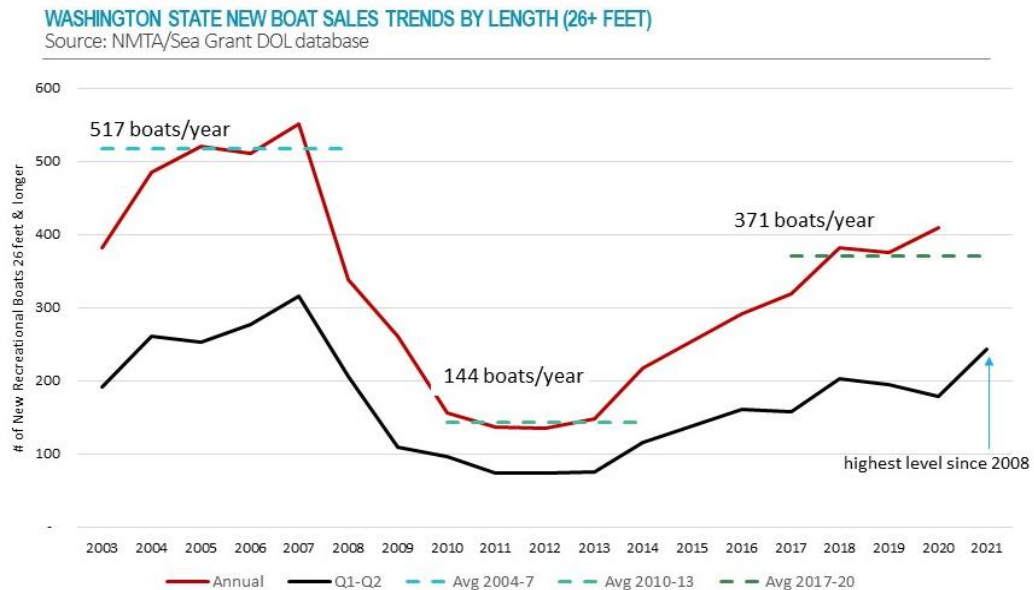
Trends in Recreational Boating

The City of Des Moines Marina serves a regional market that includes primarily King County and Pierce County customers. Approximately 94% of current permanent moorage tenants are residents of these two counties, and approximately 18% of moorage tenants are residents of Des Moines. Future layouts of the Marina should reflect the needs of the regional market. The boating market trends summarized in this section are having a significant impact on operations at the Des Moines Marina, as well as other marinas throughout the region. Responding to these trends will play a major role in the future success of the Marina. BST Associates prepared a detailed analysis of marina market trends for the City of Des Moines Marina; this analysis was used to recommend the appropriate mix of moorage slips at the City of Des Moines Marina.

Boating Market Trends

New boat sales in Washington have been volatile over the past 18 years, as consumers have responded to economic conditions. The annual number of registered boat sales in Washington State grew from an average of 144 boats per year from 2010-2013 to 371 boats per year between 2017 and 2020 (boats 26+ feet). Sales have increased relatively steadily since 2013, the Covid-19 pandemic actually boosted boat sales in 2021 and continued into 2022.

Table 3-1. Washington State New Boat Sales Trends by Length (26+ feet)
(Provided by BST Associates)



Pierce-King County Region

Pierce-King County trends lagged behind those in Washington State, and as a result, the Pierce-King County region lost market share:

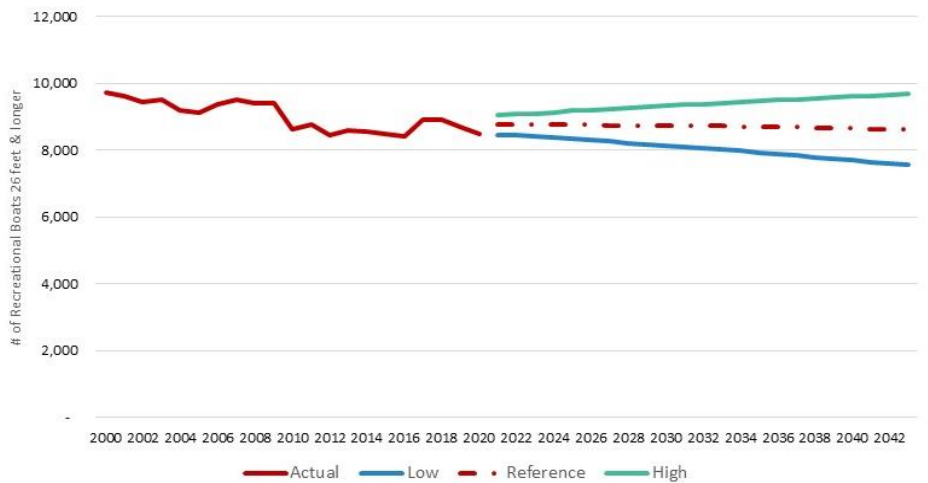
- Number of 26 to 30 foot boats declined slightly (-0.9% per year), and market share of Washington State declined by 6.1%
- Number of 31 to 40 foot boats also declined slightly (-0.7% per year), and market share of Washington State declined by 6.8%
- 41 to 50 foot boat registrations increased 0.2% per year, and market share of Washington State declined by 7.7%
- Registrations for boats over 50 feet increased 2.6% per year, and market share of Washington State declined by 1.4%

The forecast for Pierce-King County in 2043 ranges from:

- Low forecast - 7,500 boats, representing a decrease from 2020 of 938 boats,
- Reference forecast – 8,600 boats, representing an increase of 120 boats,
- High forecast – 9,700 boats, representing an increase of 1,200 boats.

Table 3-2. Pierce-King County Registered Boat Forecast (26+ Feet)
(Provided by BST Associates)

PIERCE-KING COUNTY REGISTERED BOAT FORECAST (26+ FEET)
Source: BST Associates, DOL, OFM



Two additional factors that will likely impact future boat ownership are 1) age of boaters and 2) changing patterns of ownership.

- Age - Boaters have begun aging out and are not being replaced by new boaters. Continued loss is expected if this trend continues, or core boaters (baby boomers) may become a larger share of the market. Participation by Millennials and GenZ is relatively low.
- Ownership - The average boater uses the boat around 15 days per year, making it a perfect candidate for shared ownership. This market has been growing, including in such services as boat rentals, charters, boat clubs, and fractional ownership. This trend could attract more non-boaters to boating, but shared ownership could also reduce the demand for moorage slips.

Boater Use Characteristics

Most of the major marinas on Puget Sound were built between the 1960's - 1970's when salmon returns were strong and fishing was a popular recreational activity. Since that time the number of salmon returning to Puget Sound has fallen, leading to harvest restrictions, limited catch opportunities, and an overall decline in the popularity of fishing.

The marinas (and launch facilities) that catered to the recreational fishing fleet, such as the Des Moines Marina, were all designed with a large number of slips in the smaller 20-foot range since this was the typical size for recreational fishing boats. With the decline of fishing, the primary boating activity has shifted toward cruising, and with this shift the average boat has grown longer and wider. This fact, along with the declining number of saltwater-only fishing licenses, indicates that fishing boats are no longer a strong market for the Des Moines Marina.

Marina Facilities – What the Future Boater Wants

Boat owners are changing the way they use their boats and are demanding new services from marinas. The desire for safety, security, and a clean facility—the primary items desired by boaters—will increase in significance as the age of boat owners increases. Marinas must anticipate the needs of “active seniors” and provide assistance with the routine chores of boat ownership, such as dismounting and storing dinghies. Marinas must also accommodate vendors hired by boaters to perform maintenance, and other services. Although transient moorage customers will have many of the same needs, they will also desire services such as transportation to shopping and having assistance with groceries and gear being loaded onto their boats.

Trends in Marina Facilities

Many marinas in the Northwest are filling the void left by declining fishing opportunities by changing to meet the needs of the new “typical boater.” The most significant trends are the following:

- *Marinas are retrofitting existing slips to accommodate wider and longer boats.* The demand for moorage for small boats (less than 20 feet) will decrease. Small boat owners will store their boats out of the water. Dry sheds, stack storage, and boathouses may see increases in demand but will be impacted by increasing waterfront land values.
- *Marinas are upgrading utilities, especially electricity.* Some larger vessels will require 50 amp services or larger, but the norm will be 30 amp services, even for the smaller boats. The demand for “landline” telephone service has become primarily non-existent with the development of cell phones. While the demand for cable television has not materialized as expected, many marinas are installing wireless internet to serve their permanent tenants and guest moorage customers. The Des Moines Marina was fortunate to receive a Boating Infrastructure Grant (BIG) allowing the Marina to start rebuilding all the Guest Moorage electrical service, including adding infrastructure for future charging stations for electric boats.
- *Marinas are expanding and retrofitting their facilities to meet the needs of the destination boater.* Fuel, clean and modern restrooms, a store for groceries and basic supplies, restaurants, and laundry facilities are common upgrades that many marinas are providing to their clients.

Comparisons with Leading Puget Sound Marinas

The slip characteristics at the City of Des Moines Marina were compared with four of the largest public marinas on Puget Sound, including Shilshole Bay Marina, Elliott Bay Marina, Port of Everett Marina, and Port of Edmonds Marina.

- **Shilshole Bay Marina**
 - The Port of Seattle's Shilshole Bay Marina has around 1,400 open moorage slips. The marina was rebuilt in 2009. The reconfiguration resulted in a reduction in the number of 30-foot, 40-foot and 60-foot slips, with additions of slips between 30 and 40 feet (34 and 38-foot slips), between 40 and 50 feet (42 and 46-foot slips), and slips over 60 feet.
 - The reconfiguration gave port staff the ability to shift a boat from a shorter slip to the next longer size to curtail overhangs.
 - The marina has strong occupancy in all lengths and a growing waitlist.
- **Elliott Bay Marina.**
 - Elliott Bay Marina, which was built in 1989, has around 1,200 open moorage slips. The slip mix focuses on 30 to 39-foot (35% of slips) and 40 to 49-foot slips (47% of slips) with a significant base of 50+ foot slips (17%).
 - Elliott Bay occupancy remains full year around.
- **Port of Everett Marina**
 - The Port of Everett Marina has around 1,800 moorage slips. The older portion of the marina (Central and South sections) have approximately 1,300 open slips and 338 covered slips, which mainly consist of 20-29 foot and 30-39-foot slips. See Figure 5.
 - The newer portion of the marina (North), which was completed in 2005, has 170 slips that range from 40-feet to 70-feet, as well as some longer end-ties.
 - Occupancy at the marina has improved during the past 5 years. Longer slips are nearly always full while some of the shorter slips are vacant during the off-peak months.
- **Port of Edmonds Marina**
 - The Port of Edmonds Marina is very similar to the Des Moines Marina, with 303 open slips and 363 covered slips. Most of the slips are 20-29 feet and 30-39 feet but there a larger share of longer slips than at Des Moines. The Edmonds marina was damaged by a storm and rebuilt in 1988/1989.
 - Occupancy patterns are similar to Everett, with smaller slips (under 30 feet) experiencing seasonal vacancies and longer slips (30 feet and up) generally full all year round.

COMPARISON OF SLIP DISTRIBUTION WITH OTHER CENTRAL PUGET SOUND MARINAS
 Source: Individual marinas

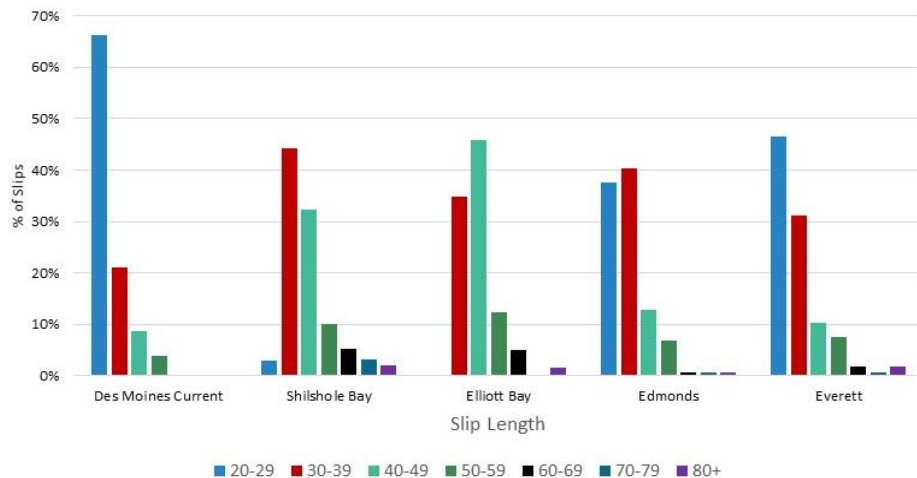


Table 3-3. Comparison of Slip Distribution with other Central Puget Sound Marina’s
 (Provided by BST Associates)

There have been very few new marinas in Puget Sound built during the past 20 to 30 years. Most of the additional moorage capacity in Puget Sound has come from:

- Dry stack storage (i.e., Foss Landing, Twin Bridges, Bayside et al.) serving boats from 20 feet up to 36 or so feet long. The average boat length at these facilities is approximately 29 feet (LOA).
- Large slip marinas serving boats over 60 feet (Ward Cove and Salmon Bay Marine Center, among others).

Some reconfigurations have also occurred at other Puget Sound marinas but the supply has not changed significantly. Shilshole Bay Marina and Elliott Bay marinas represent successful models for the proposed reconfiguration at Des Moines Marina.

Demand Forecasts

This section will provide demand forecasts for both in-water and upland facilities at the Marina. The Marina received demand study data from both the Waggoner Group and BST Associates. Both these agencies came to similar conclusions.

Waterside Facilities

Permanent Moorage

As noted in the “Trends in Recreational Boating” section, the boating market trend at the Des Moines Marina fall primarily in Pierce and King Counties. Growth is expected to be fastest for larger boats (30'+), as is the case with current market trends.

Determining the optimal slip mix takes into consideration existing structures that affect the length of new slips as well as the market conditions. Based on existing data, the optimal slip mix would provide more 32 foot and larger slips, and fewer slips under 28 feet. Table 3-4 on *page 46* summarizes the Waggoner Group’s, BST Associates, and Moffat and Nichol recommendations for the future slip mix at Des Moines Marina. We will discuss the Moffat and Nichol financial analysis in Chapter 6.

The existing layout of the Marina and phasing requirements constrain the slip distribution of the proposed layouts. Phase 1 is designed to mitigate impacts to slips/activities that are located north and south of the Phase 1 area (transient moorage, and L, M, N Dock, among other items). In addition, it is assumed that two other structures are in place prior to development of Phase 2 (the seawall adjacent to slips K through A needs to be replaced and the dry stack/All Purpose Building storage facility is constructed).

The recommended slip mix for the reconfigured marina was determined based on several factors:

- Recreational boat fleet in Pierce and King Counties (i.e., relative size in 2020 and projected growth from 2020 to 2040).
- Des Moines Marina existing tenant base in 2021 (i.e., required slip sizes based on the existing fleet without overhang).
- Slip mix in the other large salt-water marinas in King County (i.e., Shilshole Bay Marina, and Elliott Bay Marina).

These factors were ranked for each slip length from 30-feet to 59-feet, as shown in the following three Tables on a scale of 1 to 10 (where 1 is the highest and 10 is the lowest). This process indicates the optimal slips by length range with a slip choice ranging from 1 to 3 in the right-hand column (shaded orange):

- 30-39 foot slips – optimal slip lengths are 30-, 36-, 32- and 38-foot,
- 40-49 foot slips – optimal slip lengths are 40-, 42-, and 48-foot, and,
- 50-59 foot slips – optimal slip lengths are 52-, 53-, 50- and 51-foot.

Optimal Slips (30-39 feet)

Rank	2040	CAGR	Existing	Puget Sound Leaders		Slip Choice		
	30-39 foot slips	# Boats	2020-40	Tenants	Shilshole Bay	Elliott Bay	Average Ranking	Recommendation
30	1	5	2		1	10	3.8	1
31	2	7	1		10	10	6.0	5
32	5	3	8		10	2	5.6	3
33	3	9	4		10	10	7.2	7
34	10	10	6		4	10	8.0	10
35	9	2	5		10	10	7.2	7
36	4	8	9		2	1	4.8	2
37	6	1	3		10	10	6.0	5
38	7	6	9		3	3	5.6	3
39	8	4	7		10	10	7.8	9

Optimal Slips (40-49 feet)

Rank	2040	CAGR	Existing	Puget Sound Leaders		Slip Choice		
	40-49 foot slips	# Boats	2020-40	Tenants	Shilshole Bay	Elliott Bay	Average Ranking	Recommendation
40	2	9	2		1	1	3.0	1
41	3	4	1		10	10	5.6	6
42	5	8	3		2	4	4.4	2
43	6	2	3		10	5	5.2	4
44	1	6	6		10	10	6.6	8
45	10	10	5		10	10	9.0	10
46	8	3	10		3	2	5.2	4
47	4	7	8		10	3	6.4	7
48	7	1	6		4	5	4.6	3
49	9	5	8		10	5	7.4	9

Optimal Slips (50-59 feet)

Rank	2040	CAGR	Existing	Puget Sound Leaders		Slip Choice		
	50-59 foot slips	# Boats	2020-40	Tenants	Shilshole Bay	Elliott Bay	Average Ranking	Recommendation
50	2	8	5		1	10	5.2	3
51	4	6	3		10	3	5.2	3
52	1	5	6		10	1	4.6	1
53	3	7	3		10	2	5.0	2
54	8	1	6		10	10	7.0	6
55	7	9	1		10	10	7.4	7
56	10	10	1		10	10	8.2	10
57	9	2	9		10	10	8.0	9
58	6	3	6		10	4	5.8	5
59	5	4	9		10	10	7.6	8

* CAGR =Compound Annual Growth Rate

BST Associate's Assessment of Marina Reconfiguration

BST Associates BIO:

"BST Associates is a strategic planning group that specializes in preparing economic and financial analyses of marinas and waterfront development projects. Since 1986 we have worked extensively with cities and ports throughout the Pacific Northwest and California, as well as Alaska, Pacific Islands, and Gulf Coast.

BST Associates was founded in 1986 by Paul C. Sorensen. Brian Winningham joined BST Associates in 1988, and since that time these two have formed the core of a team that has completed a diverse array of projects, including:

- Analyzing markets for marinas and related waterfront services
- Developing moorage rate plans for small harbors and marinas
- Analyzing economic impacts of existing and proposed facilities
- Completing bond feasibility studies, and developing comprehensive plans.

Our clients trust us and know that we will do everything to make a project successful, and most of BST's consulting work is repeat business from satisfied clients.

Of particular importance for this project, we have extensive experience in preparing market analyses for boating facilities in the Pacific Northwest."

BST Associates prepared an initial layout assessment of the reconfiguration, using a fairway width of 1.5 and floats in similar east-west lengths as under existing conditions. As you will see from Table 3-4, their analysis resulted in 511 slips with 19,910 lineal feet of moorage.

The typical process in these studies is to develop an estimate of moorage at a planning level and then refine the initial analysis to take into account the impacts from phasing and slip type (covered versus open slips). Moffatt & Nichol prepared four alternative layouts based upon the recommended BST Associates slip mix. These improved layouts took into account phasing as well as ensuring overall compatibility of the layouts that ensured proper spacing between the slips, the fairway and the seawall.

Table 3-4 (*on page 44*) shows the detailed slip mix and associated lineal feet comparing the layouts by BST Associates and Moffatt & Nichol with the existing slip mix and the Waggoner layout. Each layout was developed with the goal of best matching the slip mix identified by BST. *See Chapter 5 "Permanent Moorage Design Guidelines" for a discussion of the basis of design for the Marina and presentation of the four layouts.*

When marinas are reconfigured, the resulting layouts typically reduce the number of slips and linear feet, when compared with the existing layout. Since there is a reduction in the number of slips, the reduction of slips is greater than the reduction of linear feet. This is the case at Des Moines:

- Slip reduction ranges from -198 slips to -235 slips depending on the layout alternative ranging from 1A (-30.4% loss) to 2A (-32.3% loss)
- Lineal footage reduction ranges from -646 lineal feet to -2,944 lineal feet depending on the layout alternative ranging from 1A (-10.9% loss) to 2A (-13.4% loss).

Table 3-4. Wet Moorage Slip Mix Demand Forecast

*This table references a comparison of the recommendations by the Waggoner Report, BST and Moffatt and Nichol.

Slip Length	Existing Slips	Existing Ratio	Waggoner Recommendation	BST Recommendation	M&N Recommendation
20'	37	5%	0	0	0
24'	191	27%	0	0	0
26'	0	0%	0	0	8
28'	253	35%	0	0	0
30'	8	1%	69	68	63
32'	69	10%	0	126	123
34'	0	0%	78	0	0
36'	70	10%	0	80	96
38'	0	0%	92	0	3
40'	54	8%	0	52	54
42'	0	0%	119	27	21
46'	0	0%	102	0	0
48'	0	0%	0	78	64
50'	26	4%	56	80	44
52'	0	0%	0	0	21
54' and Over	6	1%	0	0	0
Total	714	100%	532	511	497

As described by BST Associates, and along with the Waggoner Group, a better mix of slip sizes and configurations is required to meet the needs of current tenants, waitlist tenants, and future customers. Customers should be offered a range of different moorage and storage options for their boating needs, ideally creating a marina facility with sufficient appeal and demand to command self-sustaining operations and future replacement reserves.

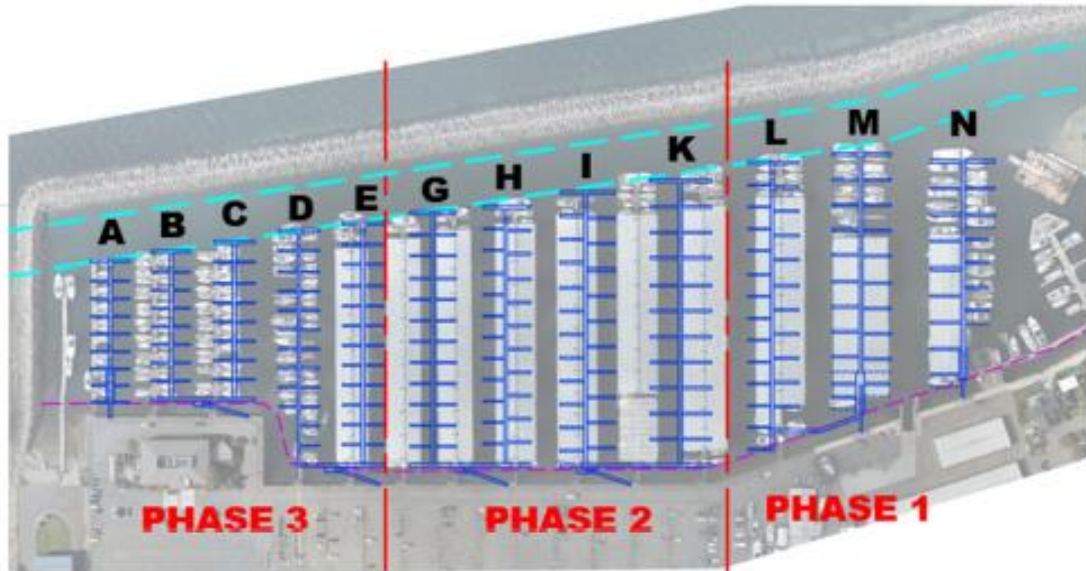
Doing this will create a destination with appeal that brings water and land-transport visitors to the Marina and to the Des Moines business district. It will also address environmental pollution and contamination issues inherent with an aging in-water and foreshore facility.

Reconfiguring Marina docks for larger slips and wider fairways in the same breakwater protected space requires eliminating two or three docks and their finger floats. Table 3-5, as provided by Moffatt and Nichol, shows a proposed reconfiguration with twelve docks replacing the existing fourteen docks.

To summarize, boat ownership in the Marina's total market area has increased. This can be seen as a positive trend because a growing group of boat owners views the Des Moines Marina as an attractive moorage option. Further, the length distribution of the boats in the Marina's primary and secondary market areas (King & Pierce County) is very similar to the length distribution of the slips in the Marina, illustrating that there is still a significant "small boat" component to the market area. In other words, most boats are currently less than 36 feet in length.

In the Marina staff's opinion, the updated market data and the demographics of the Marina's market areas still supports a moderate shift to larger slips.

Table 3-5. Reconfigured Docks with Phasing as provided by Moffatt & Nichol



Guest Moorage

Among other factors, the forecast for guest moorage depends upon overall boating activity on Puget Sound, fishing opportunities for local boaters, and the perceived attractiveness of the Des Moines Marina relative to competing facilities. As noted previously, the prospects for growth in fishing appear to be relatively limited and will likely limit Marina use by local boats. However, the increase in cruising is encouraging more marinas to become destination stopovers for non-local boats. Opportunities for attracting non-local boats appear favorable since Des Moines Marina is considered an attractive marina by boaters.

Although boating activity on Puget Sound is expected to remain steady, Des Moines will face strong competition from surrounding marinas, particularly those in Tacoma, Gig Harbor, and Seattle. To remain competitive, marina operators throughout the region are providing more guest services, supplies, dining, and other amenities. Fortunately, the Des Moines Marina has some advantages for attracting local and non-local boaters. These include:

- Fuel prices are favorable at Des Moines, which continues to attract boaters.
- Efforts to improve economic development in the downtown retail core along with the potential for additional marine retail on the Marina floor would help increase guest moorage.

The market opportunity for guest moorage has two distinct elements: the individual/family cruiser and organizations/clubs. Attracting these segments of the recreational boating industry presents the best opportunity for future revenue growth. Individual or family cruisers are looking for an available slip, fuel, restrooms with showers, laundry facilities, nearby supplies, restaurants, and activities. Clubs and

organizations offer a second opportunity and tend to look for the same amenities the individual or family cruiser wants, but they also want a guaranteed group moorage. Occasionally they will need extra tables, chairs, or the use of a picnic/barbecue facility or dining hall. Even though they need more services, they are willing to make reservations well in advance. There are about 130 active boating organizations on Puget Sound.

Any marina that provides more than the basic level of services will get some individual or family cruise business. Getting the club business requires marketing and facility management. Clubs need to be contacted regularly so they know the marina wants their business. Marinas in Port Orchard, Oak Harbor, and Poulsbo are very successful at attracting and serving boating clubs, due largely to their successful marketing programs.

Landside Facilities

Dry Shed Storage

Utilization of the dry sheds is driven by small vessel use, rental rates, and the availability of launch facilities. In 2019, the dry sheds were relatively occupied (4% vacancy rate including non-boat usage in 2019) even though the current rate structure is low compared to other area storage facilities. As of the Fall of 2022, their demand has slightly decreased due to the decommission of the small sling hoist.

The sheds have an expected life of 3 to 5 more years. It is therefore recommended that reevaluating the performance of the dry sheds within the next few years to determine if replacement of the dry storage as is, is optimal use for this location or modifying its use to better serve the boating and land use community.

Boat Yard

CSR Marine, the boat service yard, continues to be constrained by the size of the yard and launch pier they lease from the City. CSR has recently expanded their lease space; however they continue to request additional space due to the increased demand for marine repair services.

The boatbuilding and repair business is a target industry for economic development, generating approximately \$800 million in sales and 4,000 employees in King County and \$80 million in sales and 400 employees in Pierce County in 2015. CSR is currently the only boat yard between south Seattle and Tacoma located on the waterfront.

Figure 3-1. Des Moines Marina Site Plan (Long-Range Master Plan)



Passenger Only Ferry Service



The City of Des Moines has been working for years on the study and possibility of a Passenger Ferry service option for the Marina. It was in the Fall of 2019 that the City engaged Diedrich RPM to generate a demand study to learn about community response to proposed fast ferry service from the Des Moines Marina to the downtown Seattle waterfront and from Des Moines to Downtown Tacoma and/or Point Ruston.

Concurrent to the demand study, the Puget Sound Regional Council delivered a regional study that looked at expanded passenger-only service around Puget Sound. Seattle to Tacoma ranked highest among the dozen routes studied, and Des Moines earned special mention as a desirable stop along the larger route—thanks in large part to our proximity to the airport and our large commuter population.

As a result of the demand study, the City of Des Moines implemented a 2-month trial Passenger Ferry service from Des Moines to downtown Seattle (Pier 66). This program operated 5 days a week (Wednesdays – Sundays) from August 10, 2022 to October 9, 2022 with 4 scheduled departures from either location. That program proved to be a huge success and a desired operation by the public. Here in Des Moines, we are among the best suited of all these communities for our own fast ferry service. Located almost equidistant between Seattle and Tacoma, the Des Moines Marina is the only flat parcel of land between those two cities on the waterfront.

A Passenger Ferry service would provide a welcome boom to our local retail business community. Coffee shops and restaurants will cater to passengers waiting to board the vessels or returning from Seattle and Tacoma. The short walk to our central downtown means opportunities for those businesses as well, especially when the Marina Steps have been constructed.

4. MASTER PLAN

Since completion of the previous Master Plan in 2007, economic conditions in the Des Moines Marina and Puget Sound boating communities have changed, creating new opportunities for in-water and upland facilities at the Marina. In response to market projections, a series of recommendations have been developed as a means for the Marina to capitalize on these new opportunities. The sections that follow describe the Master Plan recommendations for the Marina's individual elements. Cost estimates for all recommended actions can be found in Chapter 5.

In-Water Recommendations

Bulkhead

The bulkhead is an essential part of the Marina infrastructure. Although the bulkhead's condition is moderate [Reid Middleton, Inc. Feb 2000 & 2020], its rate of deterioration is a point of concern and it requires replacement.

Recommendation

The Master Plan recommends that the existing bulkhead be replaced in six phases. The bulkhead will be replaced in its current alignment (see Figure 4-1).

- **Phase I (Completed):** Replace approximately 800 feet of the bulkhead from in front of M dock to the north end of where the old public launch structure was. Work included providing new ADA gangway access to the guest moorage basin. Work included removal of some dry sheds and reconfiguration of the bulkhead for a new travel lift pier. This phase was completed in 2010.
- **Phase II & Phase III (Completed):** Replace approximately 420 linear feet of seawall along the north end of the Marina. Replace approximately 350 linear feet of wall in front of Guest Moorage side-tie dock around the west wing wall towards the north end, replace the timber inner breakwater structure, and remove the tide grid. This phase was originally set up as two phases but was completed in 2021-23 as one phase.
- **Phase IV:** Replace approximately 625 feet of bulkhead from L to G Dock.
- **Phase V:** Replace approximately 270 linear feet of wall between Docks G thru D.
- **Phase VI:** Replace approximately 560 linear feet of wall fronting docks D thru A.



Figure 4-1. Bulkhead Replacement Phasing

Permanent Moorage

The future of the fourteen floating docks is an important question since in 2020 they generated \$3.1 million. The costs involved in their replacement will be a substantial investment. It appears that the floating docks can be kept in serviceable condition until about 2025 or beyond, but with the 2019 Reid Middleton Condition report the anticipated future expenses and impacts are so significant that a discussion of the long-range replacement alternatives has been incorporated to be part of this process.

For their age, the floating docks and roof structures are in poor to fair condition. The major problems are loss of floatation in some areas and loss of structural integrity in a number of the guide pilings. Also, the electrical distribution system on the larger docks is not adequate to supply the service demand of newer boat designs.

Current environmental regulations and permitting agencies strongly discourage the construction of new covered moorage on Puget Sound. The primary difficulties to rebuilding covered moorage involve permitting, mitigation, fire codes and cost. In order to minimize shadow impacts upon the water, environmental regulations and future mitigation will be required.

Reconfigured Marina Revenue Projections

Breakwater protected mooring space is a precious commodity. The Marina has a fixed amount of in-water boat moorage space protected by the fixed and permanent breakwater. One of the key elements in redeveloping the Marina with larger slips is ensuring that the Marina maintains or increases revenue and boat storage capacity.

The below calculations provided by BST Associates are based upon Marina in-water redesign guidelines and the configuration noted above show that a rebuilt Marina consisting of fewer small slips, and additional larger slips, along with more dry land storage of boats can produce more revenue and storage capacity for nearly as many boats. The following table shows recent past revenue and capacities, along with projected revenue and capacities when rebuilt as fully uncovered moorage. Revenue projections are based upon the 2020 rates for in-water storage and the 2020 market rates for dry-storage.

Table 4-1. Marina Moorage & Storage Revenue Capacity

	2019	2020	2021	2022	Rebuild Configuration
In-Water Permanent Moorage	\$2.291M	\$2.520M	\$2.652M	\$2.792M	\$3.089M
Number of In-Water Slips	730	730	730	730	532
Covered/Open Percentage	63%/37%	63%/37%	63%/37%	63%/37%	0%/100%
Dry Storage	\$183K	\$190K	\$195K	\$181K	\$1.205M
Number of Dry Storage Spaces	72	72	72	72	150
Guest Moorage Slips & Side-tie	\$120K	\$120K	\$142K	\$144K	\$146K
Number of Guest Slips & Side-tie	38	38	38	38	38
Total Slips & Storage Spaces	840	840	840	840	810
Total Revenue	\$2.594M	\$2.830M	\$2.989M	\$3.117M	\$4.440M

Covered vs. Open Moorage

Stated in the Waggoner Phase 2 report, deciding on the amount of covered moorage vs uncovered moorage will affect the cost of construction as well as returned revenue and ongoing maintenance expenses. The more recent financial analysis study by BST Associates and the cost estimates for rebuild for dock construction by Moffatt and Nichol noted that covered moorage was not financially feasible. The Marina, along with Moffatt and Nichol consultants presented these findings to council in February of 2022. City Council concurred to move forward with uncovered moorage for Phase 1 of dock replacement (L, M, and N). The remaining of the docks and breakwater fall under Phase 2 and Phase 3. In approximately 10-15 years, the City will need to re-evaluate costs and demand and make a determination regarding what percentage of moorage slips for the remaining docks in those phases are configured with open vs covered moorage. Given today's tight governance and control of construction on or near water along with financial, and environmental impacts, there is not a cost efficient option for covered moorage.

While the decision has been made to move forward with uncovered docks, the following are the initial Pros and Cons of covered vs. open moorage that the City, the Marina, and consultants considered.

Covered Moorage Pros

- It may be possible to receive mitigation credits for the use of light-penetrating materials.
- Additionally, the removal of some existing covered moorage could earn mitigation credits towards the installation of new covered areas.
- Covered moorage is highly desirable by many boaters who want to protect the fit and finish of their boat from harsh weather conditions.
- Covered moorage can save the boat owners additional maintenance costs in the long-run.
- Marinas charge more for covered moorage than open moorage, providing needed revenue for ongoing maintenance and replacement reserves.



Figure 4-2. Covered Moorage on J-Dock

Covered Moorage Cons

- Construction costs are far greater for covered moorage due to the additional fingers, materials, labor and the need for additional floatation on the docks to support the overhead structure and any environmental impacts (i.e: snow load).
- Existing environmental policies for marine wildlife will require overhead light-penetrating panels in order to meet permitting requirements.
- Covered moorage slips also limit the type of boats that can be accommodated due to air-draft, and width limitations.
- Sailboats with masts, and large power boats with tall superstructures, are not able to fit under a covered moorage facility.
- Covered moorage thus limits the Marina's tenants in those spaces to boaters with smaller and medium-sized power vessels.
- Higher rates to re-coup investment and future costs.
- Covered moorage slips are normally configured with finger-floats on both sides of the slip, referred to as double-finger slips. The additional or second finger float is needed to provide the floatation support for the roof/covering. Double-finger slips cannot accommodate wide-beam boats, such as power, sail, and catamarans.



Figure 4-3. Light-Penetrating Covered Moorage

Open Moorage Pros

- Open moorage slips are normally more financially, and environmentally feasible to construct and install.
- The advantage is that open slips can accommodate all varieties of vessels, thus drawing in more tenants.
- Open slips are normally single-finger slips with no finger-float between two neighboring slips, allowing wide-beam boats to share two adjoining slips.



Figure 4-4. Open Moorage

Open Moorage Cons

- Dock decking material in open slips tend to wear and age sooner than docks that are covered.
- A larger maintenance expense for the boat owner.

Recommendations

The Marina's current configuration has 63% of the permanent moorage slips covered and 37% are open. The Waggoner Group consultants recommended targeting a rebuild configuration with 40% of the slips covered and 60% open. However, after a more detailed analysis was performed by Moffatt & Nichol, along with BST Associates, the conclusion was that current permitting and mitigation requirements as well as the Marina's financial capabilities do not allow for covered moorage.

As noted previously both consulting agencies recommended that the reconfigured Marina should have fewer small slips and more medium to large-size slips. Slip sizes between 30 feet and 50 feet, with a few end-tie spaces for wider and longer boats up to 64 feet in length.

Access ramps that are at a parallel or shallow angle with shoreline will provide access to more than one dock/float, thereby reducing the number of ramps, minimizing low-tide ramp incline with longer ramps, and maximizing the number of slips on each dock. ADA access where practical.

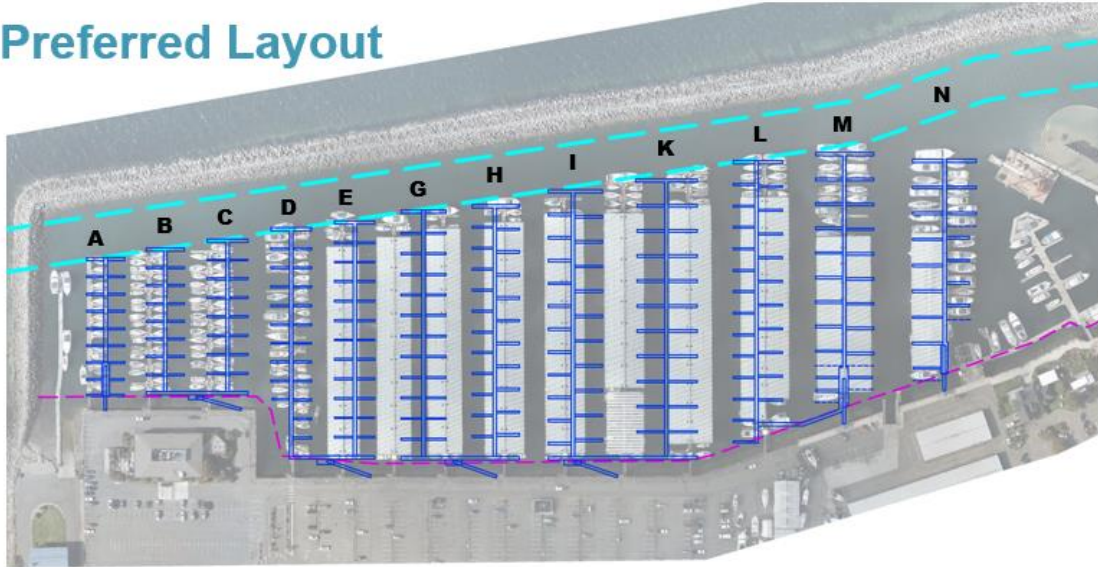
Larger fairways should also be included in the planning. Having dock spacing will provide adequate and industry standard fairways for boats to safely and conveniently maneuver in and out of moorage slips. A minimum fairway width that is 1.5 times the length of the largest slip on either side of the fairway would be required. Fairway widths in the current configuration average 1.3 times the largest slip, with several barely more than 1.0 times. Due to boat overhang allowances up to 10%, the fairway can be even smaller/narrower than 1.0 times the slip size.

To move the docks, the existing creosote treated piling would be removed and new steel piling would be installed to keep the floating docks in their new locations. Also, the ramps would need to be moved or combined with "head docks" to provide access to the docks in their new locations.

To get to the final configuration called for in the Master Plan, F and J dock would have to be removed to allow the docks to be spaced more efficiently. (See Figure 4-5).

Figure 4-5. Permanent Moorage Reconfiguration

Preferred Layout



Further detail for the design discussed in Chapter 5.

Guest Moorage Facility

The 2007 Master Plan explored options for expanding the guest moorage program by converting existing uplands at the north end of the Marina into new in-water moorage space. Since that time guest moorage activity has declined drastically, falling from a high of 9,367 boat nights in 2001 to 5,789 boat nights in 2005 as reported in the 2007 Master Plan. We have seen these numbers drop even further by an additional 42 percent to approximately 2,147 boat nights in 2021. This is over a 60 percent decline in boat nights since 2001. Expansion options therefore would require additional analysis to validate the economic benefits.

Boating trends in 2007 indicated that there would be increasing demand among boaters for larger and more comfortable guest moorage facilities, we have seen that trend come to fruition thru 2019, and even more prevalent in the 2021, and 2022 season. By adjusting internal operations and by expanding marketing efforts, the Marina found that it could attract more families and boating clubs to the guest moorage. To better take advantage of boating trends, the guest moorage area could be marketed to increase its capacity, convenience, and desirability.

Partial funding for guest moorage improvements may be available from the Interagency Committee for Outdoor Recreation (IAC) Boating Facilities Program. In addition, the expanded guest moorage project may be eligible for funds from the U.S. Department of Fish and Wildlife's Boating Infrastructure Grant Program. Marina staff would aggressively pursue all grant opportunities available as a way to effectively leverage Marina funds.

In addition to the annual revenues offered by an expanded guest moorage, popular boating destinations generate positive financial impacts for the community as a whole. Local shops, restaurants, service stations, and other businesses benefit from being close to a busy marina. Des Moines residents benefit from having local businesses that are successful.

Recommendations

Since completion of the 2007 Master Plan the guest moorage program has experienced a significant decrease in utilization and revenue due to the continued decline in recreational salmon fishing in the Puget Sound. Improving future utilization of the guest moorage will require the Marina to more aggressively target organizations/clubs, individual or family cruisers, and other similar groups, all of which have the potential to keep the guest moorage viable. Expansion of guest moorage into the north lot is no longer a viable option. As demand for guest moorage increases with the redevelopment of the Marina uplands, any expansion of guest moorage would need to be south of its current location.

Landside Facility Recommendations

Launching Facilities

There is currently one boat launching operation maintained by the Marina, the 25 ton travel lift launch. The travel lift launch was replaced in 2010 and primarily used by CSR Marine via their lease agreement; with occasional Marina use on weekends. The stationary sling launcher has reached the end of its useful life due to an inspection in May 2022 and requires a full replacement of the launching deck and mechanical system in order to be operation again.

Recommendations

The Master Plan recommends the following actions concerning launch facilities at the Marina:

- **Dry Shed Sling Launcher.** The dual dry shed sling launcher is no longer operational. Our recommendation to replace it completely with either a single lane 10 ton launch to meet the needs of the Adaptive Purpose Building (APB) or a launch deck with a negative fork lift. Moffat & Nichol is pursuing these options.
- **Travel Lift Sling Launcher.** No recommendations at this time.

Harbormaster Building

The Harbormaster Building currently houses the Harbormaster offices, the Marina Maintenance Shop, and the Beach Park Event Center office. Given the building's location on the central waterfront it is an extremely valuable asset for the Marina.

Recommendation

The Master Plan recommends relocation of the Marina Office and Maintenance Shop to an alternate location, utilizing the Harbormaster offices for new development. Rebuilding and relocating the public restroom facilities, additionally adding a laundry / shower facilities.

Boat Yard

CSR Marine is constrained by the size of their boat yard and travel lift pier. They expanded their operation into the south lot to accommodate larger boats.

Recommendation

The Master Plan does not have any recommendations at this time for the boat yard as the current building and added lease space has already been adopted. As well as a 25 ton travel lift that was purchased in 2009. However, as plans for the APB continue to develop, the foot print of the boat yard could be adjusted to make more efficient use of the limited space on the Marina floor.

Marina Parking

The number of parking spaces within the Marina generally accommodates present demand. Existing on-site parking includes the following:

North Parking Lot	130	single vehicle spaces
Central Parking Lot	57	single vehicle spaces
Office Parking Lot	7	single vehicle spaces
Dry Shed – East Side	24	single vehicle spaces
South of Boat Yard & M Dock	307	single vehicle spaces
	22	vehicle-trailer spaces
Total Existing Parking	590	spaces

Recommendation

The Master Plan does not have any recommendations for parking changes at this time.

Restrooms

When making decisions about travel itineraries and moorage, boaters place high importance upon marina amenities such as restrooms and laundry facilities.

Recommendations

The Waterfront Zone north restrooms have been demolished and reconstruction of this facility was completed in early 2023.

Additionally, there are plans to replace the south lot private tenant restrooms located in the Marina Zone that include a unisex restroom for use by the general public as well as restroom and shower facilities reserved for Marina tenants. These plans will be refined as construction nears.

Renovation of the existing restrooms adjacent to the Harbormaster building is not an economically viable alternative due to the facility's age and condition.



PERSPECTIVE
SCALE: 1/8" = 1'-0"



ELEVATION
SCALE: 1/4" = 1'-0"



Figure 4-6. Proposed Site Plan for North Lot



Figure 4-7. Artist Rendering of Marina Steps

Development Site: Marina Steps

A critical piece to the City's vision of the Marina as a vibrant, mixed-use area. As part of this vision, the City is committed to investing in significant public space and connections to Downtown Des Moines, including a dramatic series of steps ("Marina Steps") adjacent to the development parcel.

Allowed uses include office, parking structure, retail/ restaurants, and market spaces.

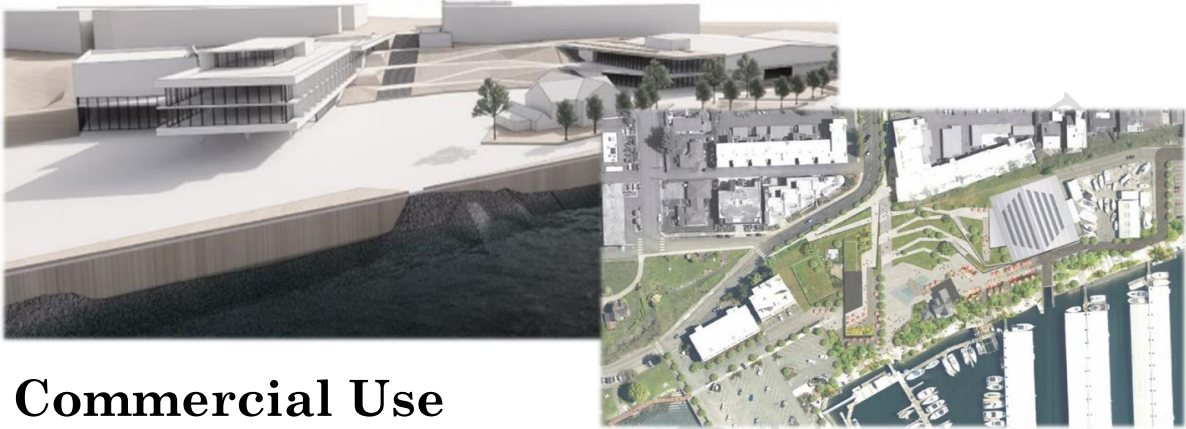
The Marina Steps will be located at the foot of 223rd Street, which will be turned into an urban creek with bio swales, still providing vehicular access but also enhancing water quality from watershed that transports a significant amount of runoff from Sea-Tac Airport.

Recommendation

This development opportunity is a part of the Waterfront Zone and is currently at the early stages of planning by the City Manager's executive staff.

Adaptive Purpose Building

Figure 4-8. Adaptive Purpose Building Renderings (for Example Purposes only).



Commercial Use

The approximately 1.5 acres of Marina grounds located between the existing Marina office and the CSR Marine boatyard is an important element of the Marina. This area should provide a key connection between the Marina tenant centric area to the south and the guest, visitor centric area to the north. This 1.5-acre property fronts onto the bulkhead seawall and backs to an embankment, and currently houses shed storage buildings and the associated access driveways.

Recommendation

A better use of this key location on the Marina grounds would be a new building designed to accommodate a number of yet-to-be-determined purposes, defined in this report as the Adaptive Purpose Building (APB). The building would extend parallel along the embankment and to a large pedestrian area and promenade. Design of the building is envisioned to have a third-level story against the embankment, stepping down to a second level, and finally stepping down to a first floor that opens to the pedestrian area.

The single-story level fronting on the pedestrian area could include space for specialty retail shops, food service, a convenience store, and yacht brokerage. This space is also a logical venue for a Farmers Market that could spill out into the pedestrian gathering outdoor spaces. The building could also provide space for group gatherings and special events. The second-story level could house light manufacturing businesses, and offices, while the three-story area would house a boat stacked storage facility.

The entire building would be designed for flexible and adaptive future use to generate ongoing revenue for the Marina. This APB will provide better access and connection between the north and south ends of the Marina grounds.

- This building is titled *Adaptive* to underscore the flexibility of the structure to meet future needs. It is likely that the building's functional uses will change over time.
- Design and construction of the building, with large open spaces, will allow for different usage and configurations.
- Possible initial uses and future tenants for the building may include:
 - Stacked boat and boat trailer storage; marina workshop
 - Marina office, restrooms, showers, and laundry
 - Farmers markets, craft and art fairs
 - Offices for boat insurance, boat brokers, boat detailing
 - Restaurant(s), food courts, retail spaces, specialty shops
- The Adaptive building should be marketplace driven with spaces that can be configured for tenants as needed.
- A tenanted Adaptive building would be a potential source of taxable sales revenue.

Marine Retail

Opportunities exist to open a small scale marine retail store to support Marina's boating community within the Adaptive Purpose Building.

Recommendation

Locating a marine retail business along the Marina waterfront would be a positive addition. The project includes parking lot improvements and landscaping.

Financing options for the new marine retail location require additional analysis to identify the best option for the City.

Marina Maintenance Shops

Marina maintenance shops are currently located on the ground floor of the Harbormaster building. This function does not need to be located on the central waterfront and is a poor use of this space.

Recommendation

The Master Plan recommends constructing a new Marina maintenance shop within the Adaptive Purpose Building. Relocation of the maintenance function will allow a more appropriate use to occupy the first floor of the Harbormaster building.

Dry Stack Storage

The Marina needs to reconfigure in-water moorage with fewer small slips and additional large slips. To accommodate the smaller boats, a dry stack storage building for 20- to 30-foot boats could be constructed or be housed in a portion of the Adaptive Purpose Building. An increasingly popular storage option for boats up to 30 feet in length has been shown to be dry stacked storage. Boats are stored in enclosed and heated buildings on racks stacked 2 or 3 boats high. The addition of a dry stacked storage facility at Des Moines will provide boat storage options for smaller boats that otherwise would occupy an in-water slip. Providing dry stacked storage spaces would allow smaller boats an option in providing boat storage within the greater marina area.

Recommendation

The dry stack boat storage building could be located at the east side of the Marina grounds backed up to the hillside. The building code currently restricts the height to approximately 35 feet, which would allow a structure that accommodates racks for 2 to 3 boats high. A 145-foot-wide x 331-foot-long building, with two stacks and a central aisle, would allow for indoor storage of approximately 150 boats from 20 to 30 feet.

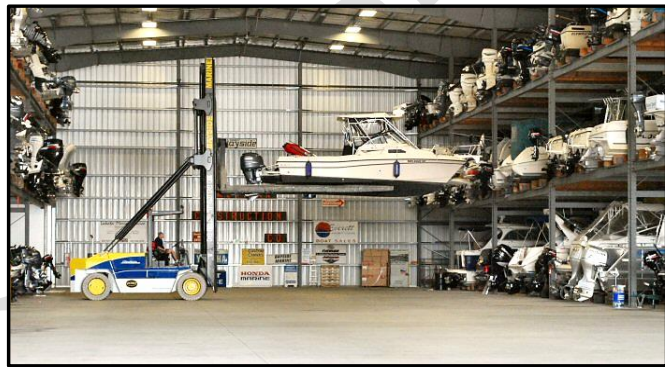


Figure 4-9. Dry Stacked Storage Example

Given the desirable option and interest in an Adaptive Purpose Building, this stacked-storage unit could be incorporated into this building space. A separate, adjacent storage building may be another viable option. This provides an alternative to the single-story sheds and in-water storage of smaller boats and allows the Marina to reduce the number of smaller in-water slips. With dry stacked storage, customers would make advance arrangements to have their boat removed from the storage building by forklift and lowered to the water and placed at a staging dock for the customer's use when they arrive. Dry storage services add value by including such services as post-use wash-down, engine flush, and waste pump-out. The storage building(s) can be heated so boats do not need to be winterized. The new storage building revenue generating potential is about \$1.2 million per year and would replace the approximate \$250,000 annual revenue from dry shed storage buildings that currently house small boats.

A second proposed uncovered dry stack storage facility, phased in at a later point along the east side of the Marina grounds, could accommodate several additional boats and would provide additional storage space to replace the reduced number of in-water small slips in the redeveloped Marina. If implemented, the additional space of both the APB and outdoor dry stack could hold up an estimated 200-250 boats.

Dry Storage Building Estimated Budget

Base building construction	\$2,900K
Project Planning & Permits	225K
Water, Electrical, and Fire	300K
Boat Lift (1)	700K
Miscellaneous	250K
Total	\$4,075K

Thousands of dollars

Comparable Dry Stack Rental Rates

Foss Landing, Tacoma	\$340.20
Bayside, Everett	\$425.00
Twin Bridges, Anacortes	\$356.69
Rate per month, for a 24 ft. boat	

Redondo Zone Recommendations

As previously described in the Existing Conditions (Chapter 2), the Redondo facilities consist of a parking lot, launch ramp, boardwalk and one public restroom facility. At this time the only recommendation is for the Restroom Facility and Parking lot.

Restroom Facility

There is one restroom located in the Redondo Zone. This restroom is over 30 year old structure currently exceeding its expected services of life. It is used by 300+ users per hour on the waterfront during peak summer use. Users include but are not limited to: recreational fishing and crabbing users, diving groups, boat launch users, and the general public.



Recommendation

These restrooms are currently undergoing the process of update by the City therefore at this time the Marina has no further recommendations.

Parking Lot

The Redondo parking lot is a paid lot that allows for single vehicle and truck/trailer combinations to park during the day time.

Recommendation

The recommendation for the parking lot will coincide with the Redondo restroom update to incorporate a similar pay parking system as the Marina's.

5. DESIGN GUIDELINES



Figure 5-1. Marina Office Building July 2021

Visual Image

Waterfront Theme

The City of Des Moines has expressed a desire to develop a design theme connecting both the planned Marina improvements and the downtown business areas. The idea of creating a unified, thematic identity for the total community is a potentially valuable opportunity that is promoted by this plan.

There is limited original architectural character at the Marina to form the basis upon which a design theme may be developed. It is recommended that a contemporary interpretation of traditional waterfront building forms and nautical themes be used to guide new construction and for the renovation of existing structures. The existing Marina office building is a good example of the desired architectural theme.

Building Siting (General)

All buildings are to be developed in accordance with the use, size, and height requirements as created by the City of Des Moines' shoreline master program zoning regulations and similar controls. These guidelines are intended to support and augment established codes and building standards required by the City.

Commercial and recreational buildings should be sited to promote public accessibility and to enhance their view orientation. Where practical, new buildings, structures, and landscaping should be sited and designed in a manner that minimizes view impacts on properties to the east. These buildings should also be set back from the shore a sufficient distance to allow the development of a landscaped, publicly accessible pathway, pedestrian promenade, or boardwalk at the water's edge.

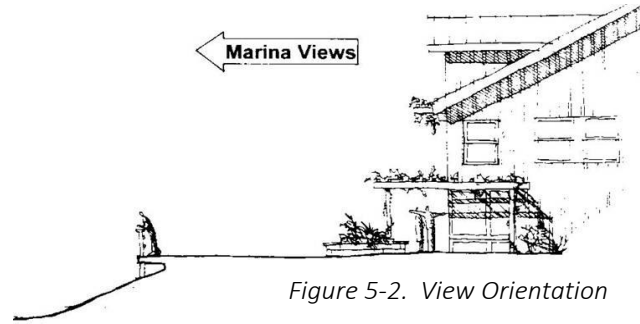


Figure 5-2. View Orientation

Permanent Moorage Design Guidelines

The purpose of these design guidelines is to indicate the type and character of design solutions desired at the Marina. Their function is to suggest design solutions that promote a consistent design image for the Marina. Consistent use of selected design features for Marina components—such as buildings, pathways, lighting, and landscaping—will establish a positive and recognizable visual image for the Marina. This plan's major guideline recommendations are outlined as follows:

Dock Design

1. Slip Size Distribution:

The Marina layouts are based on a slip mix distribution described earlier. The slip distribution considered the trends of boating in the region and analyzed the financial and economic feasibility of the slip mix.

2. Slip Widths:

The trends of larger, wider boats were considered as part of the planning level study. Marina layouts consider the water area (slip) provided for an individual boat and adjacent finger docks to be provided for access. Single-loaded slips have a finger dock on both sides of the open water area versus a double-loaded slip that has a finger only along one side of the slip. For the planning study, the marina layouts were based on providing double loaded slips for open moorage, and single-loaded slips for covered. Single loaded slips in the covered moorage areas are assumed to be needed in order to support both the dead loads and live loads (snow loads) on the roof structures. Floatation provided by the floating dock system must be adequate to support the loading cases that will be used in final design.

3. Finger and Main Walkway Widths:

For the planning level layout of the Marina slips, a nominal width of 4 feet was used for most fingers, with slips 32 feet or shorter using 3 feet wide. For end tie slips (slips located at the offshore end of main walkways), the finger widths were increased to 6 feet wide to allow boats longer than 60 feet to tie up. Main walkways and marginal walkways are 6 feet wide, with localized widening where gangway landings need to occur.

4. Gangways:

Improvements to the Marina will include providing access to slips that will comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG). Gangways that are part of the accessible route to floating docks are not required to be longer than 80 feet.

For M and N Docks, the gangways would be located at the same location as the existing gangways in order to minimize impacts to the Travel Lift Pier. Gangway locations for the remainder of docks in the layout alternatives would utilize marginal walkways to allow access to two docks from one gangway. Access to L Dock in Layouts 1B and 2B would be a shared gangway with M Dock, and a marginal walkway to connect the two docks.

5. Overall Marina Layout:

Planning level layouts were developed based on consideration of existing slip sizes on each dock, and strategic locations of slip sizes with respect to the fairway widths, and existing water depths of the marina basin. The general trend of the existing marina layout was to provide larger sized slips closer to the marina entrance, and smaller slips located to the south portion of the marina basin. Planning also considered phasing of replacement and minimizing loss of moorage and associated revenue between phases. Length of main walkways were based on the offshore extent of the existing docks in order to minimize impacts to the main access channel that is parallel to the breakwater structures.

6. Guide Pile:

For the planning study, guide piles are located at the ends of finger and additional guide piles along the main walkway as needed.

7. Fairways:

Fairway widths are typically based on a factor applied to the larger slip located along the fairway for access to/from the slip. These factors typically range from 1.1 to 1.5 or greater. At the Des Moines Marina, most of the existing fairways are about 1.25 times the longer slip length facing into the fairway. In order to maximize the number of slips provided and optimize the marina layout for the existing marina basin, the fairway widths for the marina layouts used in the economic analysis were also based on a factor of 1.25. It is assumed that no overhang of boats in slips would be allowed.

Float Structure Types

A consistent float system throughout the Marina for both open and covered moorage options was considered a factor in the evaluation report by Moffatt & Nichol. The floats used to support roof structures would require more floatation compared to the same floats as open moorage areas. Connection of supports for the roof structures to the float and guide pile locations can influence the float configuration depending on the design of the roof structure.

Timber docks can be constructed using material that is usually readily available. Structural capacity of wood can be increased using glu-lam members that have desirable structural properties. Wood is durable when treated for saltwater exposure, however the types of treatment that are acceptable to use are influenced by the local environmental regulations. Repairs can be accomplished relatively easily. Longer fingers can be engineered/ designed so that guide pile are only needed at ends of finger (similar to the other dock systems).

Steel docks are constructed using readily available material and offer flexibility in design and structural competency. Steel is subject to corrosion so protective coatings such as galvanizing is required in saltwater exposure.

Aluminum docks are used in marina installations for its resistance to marine corrosion. Aluminum has a high strength to weight ratio. However, aluminum can be subject to fatigue and stress cracking. Concrete docks are a desirable float system as its mass provides stability and the concrete deck surface provides a suitable walking surface. Durability of concrete docks relies on the concrete mix design and placement. Concrete patching of damaged areas can be accomplished, but repairs may not be long-lasting.

Connection of concrete float units must be properly designed to avoid stress concentrations and concrete failures.

Table 5-1: Float Structure Types

Float Structure Type	PROS	CONS	Capital Costs	Estimated Service Life
TIMBER	<ul style="list-style-type: none"> • Flexible and lightweight • Range of floatation can be used (HDPE, polyethylene tubs) • Repair to damaged members can be relatively easy • Grating can be incorporated into system easily 	<ul style="list-style-type: none"> • Connection points can work loose over time; requiring dock maintenance. 	\$155 / SF	30+ years

STEEL	<ul style="list-style-type: none"> • Durable and strong • Range of floatation can be used • Grating can be incorporated into system 	<ul style="list-style-type: none"> • May require more maintenance due to corrosion • Field adjustments may be difficult • Repair of damaged sections can be difficult 	\$170 / SF	30+ years
ALUMINUM	<ul style="list-style-type: none"> • Lightweight compared to steel and concrete. • Better resistance to corrosion than steel • Grating can be incorporated into system 	<ul style="list-style-type: none"> • Field adjustments may be difficult • Repair of damaged sections can be difficult 	\$175 / SF	30+ years
CONCRETE	<ul style="list-style-type: none"> • Solid feeling underfoot • Long service life • Difficult to incorporate grating into system 	<ul style="list-style-type: none"> • Difficult to meet grating requirements • Repairs can be difficult 	\$ 180 / SF	40+ years

Figure 5-3. Roof Color Examples

Building Elements Land Side

1. Roofs (Derived from traditional waterfront building prototypes)

Preferred Forms. The preferred roof forms for the various building types are as follows:

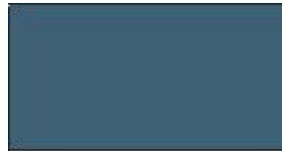
- *Commercial.* Gabled roof with a metal standing seam or composition shingle (heavy-weight Class A) roof. The recommended minimum slope is 3 in 12. Flat roofs are recommended only where rooftop decks are provided.
- *Recreational.* (1) Gabled metal roof with standing seam, or (2) hipped metal roof with standing seam, as approved for special structures. The recommended minimum slope is 3 in 12. Flat roofs are recommended only where rooftop decks are provided.
- *Discouraged Roof Forms.* Low-slope metal, built-up, and mansard roofs are discouraged. Flat roofs are recommended only where rooftop decks are provided.
- *Color.* The preferred color for metal roofs is blue (similar to Tahoe Blue [ASC Pacific]); composition roofs, dark gray (similar to Charcoal or Granite Gray [GAF Materials Corp.]).

2. Encouraged Roof Features

- *Dormers.* Gabled dormers are encouraged to lend variety to the dominant roof type and to provide potentially usable space in the buildings' attic spaces.
- *Decks.* Rooftop decks are encouraged where functional and inviting public open space can be provided. Rooftop decks should be no larger than necessary and may occupy only a portion of the building footprint. In such cases, the remaining roof area should be gabled.
- *Vents and Louvers.* The preferred vents and louvers are as follows:
 - Gabled roof ridge vents.
 - Turbine louvers on commercial buildings.
 - Gabled end vents at the point of the gable.
- *Roof Overhangs.* Eave overhangs are recommended for all roofs on recreational and commercial structures. The recommended minimum overhang is 6 inches, although a larger overhang would be appropriate for commercial structures and where weather protection is desired.

3. Exterior Walls and Enclosures

- *Commercial and Recreational.* The recommended materials for commercial and recreational buildings are the following:
 - *Painted Wood.* Bevel siding or board-and-batten pattern.
 - *Prefinished Metal Siding.* Bevel siding or board-and-batten pattern.
- *Other.* Concrete unit masonry with a split face or ground-face block are acceptable for smaller support buildings, such as pump stations and public restrooms, with floor areas of less than 1,500 square feet, and for the base of support structures, such as storage sheds and dry boat storage facilities.



Metal Roof



Composition Roof

4. Building Color

- *Commercial.* For commercial structures, the recommended color scheme is medium gray with white trim.
- *Recreational.* For recreational structures, the following color schemes are recommended: (1) medium gray with white trim, or (2) natural stain on wood with dark gray and/or white trim.

5. Windows and Window Openings

- *Commercial and Recreational.* For commercial and recreational buildings, vinyl or vinyl-clad wood windows are recommended, either double-hinged, casement, or awning style. Projected and bay windows of similar construction type are also acceptable options.

Site Elements

1. Walkways

- *Sidewalks at Street Edge.* Broom-finished concrete with a standard 3'0" screed pattern is the preferred option.
- *Interpretative Pathways and Informal Walkways.* An asphalt walkway is acceptable for these areas.
- *Special Paving Areas, Waterfront Pedestrian Promenade, Accent Paving, and Plazas.* For these special use areas, interlocking modular concrete pavers in a light brick red color are recommended.

2. Lighting

- *Street Lights.* A metal light standard with a color motif similar to that currently used in downtown Des Moines is the preferred option. Poles and fixtures similar to other city street fixtures in the downtown will reduce maintenance and operating costs and maintain visual consistency. Color: Deep blue. Light type: City standard.
- *Pathway Lighting.* For boardwalks, pedestrian promenades, and shoreline edge walkways, a simple single-globe fixture with a nautical thematic character is recommended. Color: Deep navy blue. Light type: LED.

3. Site Furniture and Fixtures

- *Clearance Bollards.* For clearance bollards and special separation or vehicular delineation bollards, use concrete or concrete-filled steel pipe, either embedded in concrete or with a bolt-down base. Color: Deep navy blue or clearance yellow, depending on use or location.
- *Benches and Sitting Areas.* Heavy-duty wood benches with concrete or heavy metal supports to promote durability are recommended. New designs using recycled plastic (HDPE) or other similar simulated wood product for seating material are also recommended. Simplicity of design and durability are desired characteristics.
- *Trash Receptacles and Support Features.* Use trash receptacles similar to the standard selected by the City of Des Moines for use in the park and downtown areas.

- *Railings and Handrails.* Although metal and pipe handrails are considered prototypical railing types for marine- and ship-related settings, the original handrails at Des Moines also included some wood designs. The recommended handrail type for such features as brow ramps, bridges, and building stairs is a galvanized metal pipe handrail. Metal handrails with metal mesh or closely spaced (about four-inch) vertically-oriented infill panels are recommended for boardwalks, walkways, and piers.
- Railings should create a safe environment while also maintaining a high level of visual transparency. Railings should not unnecessarily block views of boats and the water.

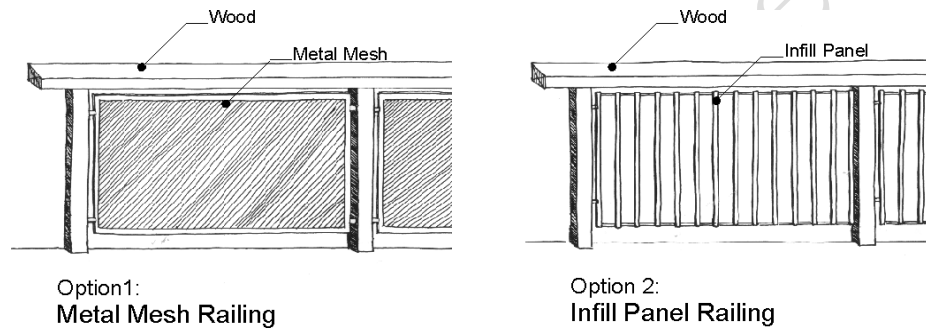


Figure 5-4. Examples of Panels with Wood Railing

4. Signage

- *Private Business Signs.* These guidelines do not define a specific signing program for the Marina. When private business signs are installed, they should reflect the Marina's waterfront theme in style and size. These signs should also be designed to limit any impact or glare intrusion on views from the adjacent residential areas. In terms of specific design requirements for size, placement, or other regulatory requirements, all private business signs shall be consistent with City of Des Moines policies.
- *Informational Signs.* The Marina Master Plan does not define an information signing program for the Marina. The public informational signing at the Marina should be part of a uniform signing program that includes the Marina, downtown Des Moines, and the adjacent park areas. The City of Des Moines should develop a palette of sign types, including colors, size, placement, and logo image, that will guide the installation of public informational signs for all three areas.

5. Landscape Plantings

The Marina Plant List lists specific recommendations for landscape materials at the Marina. This plan's major planting concepts include:

- **Vehicular Streets.**
 - *Street Trees.* Landscape street edges and median areas with deciduous trees with a round, branching pattern to promote visual appeal and allow views under the tree canopy.
 - *Ground Cover Plantings.* Use low-maintenance ground covers at street edges and medians. (Lawns are not recommended.)
- *Parking Areas.* Trees and ground cover plantings similar to those used for the vehicular streets are recommended. Care should be taken to select small to medium-sized trees for use throughout the Marina to avoid unnecessary view blockage.
- *Pedestrian Pathway at the Water's Edge.* Landscaping in these areas should be primarily shrubs, groundcovers, and flowers. Planting areas may include planting beds at grade and those in pots, planters, and hanging baskets.

Landscaping

The predominant visual images within the Marina are large expanses of asphalt and dissimilar building types and styles. Upland areas not protected by the jetty from wave action are subjected to saltwater spray and a limited number of plant species can thrive in the environment.

Master Plan Recommendations

Appropriate landscaping can improve the visual appearance of the Marina, identify and delineate pedestrian areas, enhance views, and minimize the visual impact of the automobile. The Master Plan calls for additional landscaped islands within the parking areas, along the pedestrian paths, and along the east property line. All landscaping recommendations reflect the intent to beautify the Marina.

6. SCHEDULE AND FINANCING

The primary goal of this planning process is to focus on the core business activities of the Marina and develop strategies that will maintain Marina facilities and keep services in high demand.

Proposed MIP Work Schedule

The following project list reflects the tiered priority of capital projects. **The following schedule is an estimated guideline that is subject to change pending permitting, mitigation, funding and approval.**

Tier 1 (Near-Term) Capital Improvements

The following two Capital Improvement projects are a part of the Waterfront Zone and were completed in early 2023. These two projects totaled approximately \$12,500,000 and were funded by a combination of grants and the City of Des Moines general fund.

1. Replacement of bulkhead from the northeast corner of the north parking lot to the fishing pier and around to the southeast corner of the north parking lot (Waterfront Zone Project).
2. North lot restroom replacement (Waterfront Zone Project).

The following two Capital Improvement projects are a part of the Marina Zone and were completed in early 2023. These two projects totaled approximately \$270,000 and were funded by a combination of grants and the Marina fund.

1. Upgrade of electrical services on the guest dock, including infrastructure for charging stations for electrical vessels (Completed 2023) | Cost Approximate: \$250,000
2. **South Parking Lot Lighting (Completed 2023)** Replacement of the parking lighting and upgrade to energy efficient LEDs. | Cost Approximate: \$20,000

Capital Improvement Projects that are currently in the planning phase:

(Timeline reflects the start of design planning to estimated completion of project. Costs reflect 2022 rates and fee scales.)

➤ **Replacing L, M, and N docks and associated infrastructure.**

In 2021 the City awarded Moffat and Nichol as the consultants for this project. Since then, they have provided the financial analysis study and their 90% design. Permitting and mitigation applications have been submitted to State agencies. Due to permitting delays with the State agencies in water work is expected to begin in the fall of 2025 at the soonest.

- Timeline: 2022-2026
- Cost Estimate: \$14,000,000

➤ **Tenant Restroom Replacement in south Marina lot.**

Replace existing tenant restroom. Construct new building with four unisex restrooms/showers. Facility will also include a tenant porta-potty dump station and a laundry facility.

- Timeline: 2022-2026
- Cost Estimate: \$950,500

➤ **Planning and design for the Adaptive Purpose Building (APB) with dry stack boat storage.**

The Marina intends to replace the existing dry shed facilities, that are severely deteriorating due to their age, by incorporating them into a new structure. A new structure to facilitate a water-side year round farmers market, other leasable areas for retail, office, restaurants, and possible marine manufacturing. Building to incorporate a ramp from Overlook Park to marina floor.

- Timeline: 2025-2028
- Cost Estimate: \$500,000

➤ **Planning and design for a new Small Sling Hoist. (10 Ton) or alternative method of launching boats.**

Marina staff were able to incorporate the permitting for this project into the L, M, & N dock replacement project.

- Timeline: 2024-2028
- Cost Estimate: \$170,000

➤ **Continued upgrades to the Marina infrastructure, specifically power and water systems.**

- Timeline: 2024-2028
- Cost Estimate: \$1,200,000

- **Construction of Adaptive Purpose Building with dry stack boat storage.**
 - Timeline: 2024-2030
 - Cost Estimate: \$4,000,000

Tier 2 (Mid-Term) Capital Improvements

Capital Improvement Projects that are 10-15 Years out:

- **Replacement of the Electrical backbone from CSR South.**
 - Timeline: 2032-2037
 - Cost Estimate: \$600,000
- **Replacement of the remaining portion of the original seawall south of CSR, to the southeast corner near the Des Moines Yacht Club.**
 - Timeline: 2032-2037
 - Cost Estimate: \$12,600,000
- **Extension of the pedestrian walkway south of CSR to A dock, including construction of pedestrian amenities, such as benches, landscaping and raised concrete sidewalks.**
 - Timeline: 2032-2040
 - Cost Estimate: \$1,500,000
- **Replacement/reconfiguration of F, G, H, I, J and K docks.**
 - Timeline: 2035-2045
 - Cost Estimate: \$30,000,000
- **Fuel Tank upgrade.**

Due to the age of the fuel tanks insurance is extremely expensive and a new upgraded fuel system is required to lower those long term costs.

 - Timeline: 2032-2040
 - Cost Estimate: \$750,000

Tier 3 (Long-Term) Capital Improvements

Capital Improvement Projects that are 20+ Years out:

(While these projects are in Tier 3 time frame, they are subject to change pending costs, need, and combining with other projects.)

- **Replacement/reconfiguration A, B, C, D, and E docks and necessary infrastructure.**
 - Timeline: 2035-2040
 - Cost Estimate: \$25,000,000

- **Replacement/upgrade of guest moorage restrooms and Marina office.**
 - Timeline: 2035-2040
 - Cost Estimate: \$3,300,000

- **Travel lift replacement.**
 - Timeline: 2035-2040
 - Cost Estimate: \$700,000

Total estimated cost for CIP listed above comes to approximately \$103 Million.

Dock Design and Elements Included in Cost Analysis

Basis of Costs

(As Identified by Moffatt and Nichol)

For the financial analysis of the four alternatives, concept level estimates of construction costs were developed for the in-water marina improvements. Each major cost item is described below, with cost estimate breakdown tables provided in Appendix B. *(Cost estimates based off 2022 prices)*

1. Demolition

Work would include the demolition of the existing floating docks including creosote treated timber guide pile and timber covered roof structures. Treated timber pile and polystyrene floatation in the timber and concrete floats require special disposal at appropriate facilities. It is assumed that the covered roof structures would be reduced to pieces that can be transported from the site by barges for disposal.

2. Floating Docks

A timber dock system with recycled plastic composite lumber (RPL) decking is the basis for the construction costs of the new marina docks. It is a similar system to the floats that were installed on J Dock (as part of repairs due to a fire in 2014), however grating would be included in the dock system where applicable for light penetration in order to address resource agency concerns of overwater coverage for the open moorage system.

3. Guide Pile

Galvanized steel guide pile would be used to anchor the floating dock system. For the conceptual design, the pile are assumed to be 12 inch diameter, 50 feet long. Pile plans are typically based on review of load cases on the floating dock system – environmental loading such as wind, wave and current loads, and berthing loads. For the conceptual design, the pile plan was based on review of the existing marina float system for piles located along the main walkways, and lengths of fingers.

4. Gangway

Each gangway would be 80 feet long and nominally 4 feet wide. These structures are typically aluminum construction. The cost used in estimates of construction are for the gangway structure only. For M and N docks, the existing abutment would be used and are considered adequate. For

the remaining docks, it is assumed that the abutment structure (point of connection of the gangway at the top of ramp slope) would be provided as part of other infrastructure improvements.

5. Covered Structure

For layouts that include covered moorage, roof structures are assumed to be metal frame construction with a vinyl roof. The system could be similar to the covered moorage that was replaced at J Dock in 2014. It is assumed that covered moorage would require single loaded slips in order to provide the needed floatation for the roof under snow load conditions. Costs for fire protection systems required in the covered moorage areas are accounted in utility improvements for each dock.

Note: Due to permitting, mitigation, and cost estimates related to covered moorage the Marina will not be moving forward with this as an option for L, M, and N docks.

6. Mechanical

For the potable water system, linear foot lengths were used to estimate costs. Lengths were taken from a typical dock to create a unit cost per float, modified by the particular length for each float.

A square foot cost method was used to estimate costs of fire protection systems. Square foot values are based off areas taken from the submitted drawings. Cost estimates are done using Excel spreadsheets that roll up costs for material and labor into a subtotal for mechanical costs.

7. Electrical

For the electrical power system, shore power quantities and associated circuit breakers, based upon number of slips, and linear foot lengths were used to estimate costs. Lengths were taken from a typical dock to create a unit cost per float, modified by the particular length for each float. For small quantity items, actual quantities were used, such as panel board or cable carrier modifications.

Note: Cost estimates are done using Excel spreadsheets that roll up costs for material and labor into a subtotal for mechanical costs. Prices were taken from RS Means Cost Estimate, Costs from Platt Electric and Grainger website (www.platt.com and www.grainger.com) and prices directly from the manufacturer or manufacturer's representative between 2021 and 2023.

Environmental Compliance Approach

Permitting

The permitting approach anticipated for the dock replacement is to apply for programmatic permits and exemptions as applicable to streamline the environmental review process. These types of permits and approvals require less documentation to be submitted and typically result in a shorter permit review duration. Early agency outreach is encouraged to confirm the permitting approach and documentation requirements. Figure 6-1 includes a summary of anticipated environmental permits and approvals.

Figure 6-1. Environmental Permits and Approvals as provided by Moffat and Nichol

Approvals	Agency	Trigger	Notes
Federal			
Nationwide Permit (NWP) 3	U.S. Army Corps of Engineers (USACE)	Maintenance activities	A Joint Aquatic Resources Permit Application (JARPA) form will be prepared for an NWP 3. If any new or expanded in-water or overwater structures are proposed, an individual permit will be required.
Endangered Species Act (ESA) Concurrence	National Marine Fisheries Service and U.S. Fish and Wildlife Service	Potential impacts to ESA-listed species and/or habitat	A Short-Form Biological Evaluation (BE) will be required to assess potential impacts from in-water activities. This will also include an assessment of potential mitigation requirements based on the Puget Sound Nearshore Habitat Conservation Calculator.
National Historic Preservation Act Section 106 Compliance	Washington Department of Archaeology and Historic Preservation	Potential impacts to archaeological, cultural, or historic resources	Preliminary archaeological review indicates that a Cultural Resources Assessment memorandum may not be required for the project. Documentation of limited potential for encountering artifacts will be included in the JARPA and State Environmental Policy Act (SEPA) Checklist.
State			
Hydraulic Project Approval (HPA)	Washington Department of Fish and Wildlife (WDFW)	Work within waters of the state	Application materials will be submitted via the WDFW Aquatic Protection Permitting System (APPS) online project portal upon issuance of the SEPA determination.
Clean Water Act Section 401 Water Quality Certification (WQC)	Ecology	Potential water quality impacts to waters of the state	A pre-filing notice will be submitted to Ecology to support Coastal Zone Management Act (CZMA) and Section 401 review. Section 401 compliance will be covered under the NWP 3; an individual WQC is not required due to limited in-water work and impacts.
CZMA Consistency Determination	Ecology	USACE permit requirement	CZMA compliance will be covered under the NWP 3.
Aquatic Use Authorization	Washington Department of Natural Resources (DNR)	Work occurring on or over state-owned aquatic lands	JARPA Attachment E will be completed and submitted to DNR with the JARPA. The City will be responsible for aquatic lease terms negotiations.
Local			
SEPA Categorical Exemption	City of Des Moines (City)	Projects requiring SEPA review per WAC 197-11 or qualify as exempt per WAC 197-11-800 and chapter 16.05 DMMC	A SEPA Categorical Exemption will be requested for repair, remodeling, and maintenance per Washington Administrative Code 197-11-800(3) and Title 16 of the Des Moines Municipal Code. If the City requires full SEPA review, a SEPA Checklist will be prepared and submitted to the City.
Shoreline Substantial Development Permit (SSDP) Exemption	City	Repair and maintenance activities located within the shoreline buffer	An SSDP exemption request letter will be submitted to the City for normal maintenance activities occurring within the shoreline buffer that are exempt per the City's Shoreline Master Plan Chapter 7.2(2).
Floodplain Code Compliance	City	In-water structures within floodplain	A Floodplain Code Consistency Memorandum will be submitted to the City.

Note: Local Building, Demolition, and Grading Permits and other miscellaneous trade permits will be obtained by the project engineer.

7. GLOSSARY OF TERMS

Adaptive Purpose Building (APB): A structure located on the Marina floor intended for a mixture of potential uses including but not limited to office, boat storage, retail, year-round farmers market, and other businesses associated with complimenting the Marina activities and waterfront experience. The APB will be integrated into the Marina steps and facilitate pedestrian access from Overlook Park to the promenade.

Breakwater: The large rock barrier built to shelter and protect the Marina from the force of waves. The breakwater is partially located on property owned by the Department of Natural Resources.

Bulkhead: A bulkhead, or seawall, is a vertical structure or embankment to protect and retain land from the erosion effects of the ocean. Also see north bulkhead and south bulkhead.

Covered Moorage: In water docks and/or slips with a roof structure.

CSR Marine: A private full service boat yard located south of the Marina office. CSR Marine leases property from the Des Moines Marina. CSR website is www.csrmarine.com.

Des Moines Marina Association (DMMA): Is a non-profit organization serving a small group of Marina moorage tenants and other stakeholder who worked to preserve the health and welfare of the Des Moines Marina and promote the value of the Marina to City residents. The DMMA was established to help distribute Marina information to tenants. Since the Harbormaster's report became published on a monthly basis and their memberships declined, they dissolved the organization in late 2023.

Des Moines Yacht Club (DMYC): Is a boating club established in 1957, and promotes boating in the Puget Sound. The DMYC web site address is: <https://desmoinesyachtclub.com/>

Dock: Is typically a floating structure in a protected area for boats to moor, or provide access to waterfront activities.

Dry Sheds: There are currently 2 dry sheds structures located on the Marina floor. These buildings consist of 77 individual storage garages that are approximately 25' x 8'11" x 8'5" and about 40 lockers that are approximately 4' x 2'10" x 8'5". The existing dry sheds are envisioned to be replaced by the APB.

Dry Stack Storage: A method for storing boats that involves the vertical storage of boats in rack systems with the same density-storage philosophy used in the warehouse industry. Boats are moved to and from the dry stack storage area to the water via a fork lift or trailer system.

Dry Storage: Storage for a vessel and/or related items on land.

Enterprise Fund: The Marina is an enterprise fund in the City's accounting system, meaning that all Marina revenues and expenses are supported by its direct use customers and not the general public. No general fund tax revenues of the City directly support the Marina, and no Marina revenues directly support the City. (See also Indirect Cost Allocation and Inter-fund General Fund Charge Back.)

Finger Pier: The gangway/walkway extending from a dock, that facilitates access to vessels moored on either side of the pier.

Frequent User Card: These are the access devices that residents and non-residents can purchase for day use (5am-10pm) to access to the 3 parking lots surrounding the Marina floor (beach park lot, north lot, and south lot). These passes operate on an annual basis from January 1st thru December 31st.

Guest/Transient Moorage: An area of the Marina set aside for visiting or traveling boaters. Vessels may be moored on our guest docks for up to 14 day maximum unless otherwise authorized by the Harbormaster.

General Fund: The General Fund (or current expense) is the City's operating fund. It accounts for all financial resources of the general government, except those required or elected to be accounted for in another fund. (See also Enterprise Fund)

Harbor: A manmade or naturally occurring place in the sea near land that is generally protected from the effects of the weather on the open water.

Harbormaster: The Department Director for the Marina who reports to the City Manager or his designee. The Harbormaster is responsible for all of the operations of the Marina.

Hot-Berthing: When a permanent tenant authorizes the Marina to utilize their slip space for a short period of time (less than a month) while it is vacant. Provided that the Marina was able to lease the slip to a guest, the tenant would receive a credit against their normal daily rate. The guest pays the normal guest moorage daily rate.

Indirect Cost Allocation: The Marina pays its proportional share of the City's overhead, including departments as finance, legal, and administration. (See also Enterprise Fund and Inter-fund General Fund Charge Back)

Inter-Fund General Fund Charge Back: This is when the Marina is reimbursed by the general fund for direct costs related to Marina staff operating outside normal Marina functions. (See also Enterprise Fund and Indirect Cost Allocation)

Liveaboard: Tenants who have signed a lease agreement with the Marina to stay aboard their boat more than 7 nights/day per month. A maximum of 8 liveaboards are permitted in the Des Moines Marina.

Marina: A port located on a body of water that provides amenities such as dockage, moorings, storage, fuel docks, supplies and maintenance services for boats. The Des Moines Marina include both water side and land side functions.

Marina Staff: Consists of office, service, maintenance, and security personnel as employed by the City of Des Moines. These employees are paid from the Marina's enterprise fund for all services related to the Marina.

Marina Redevelopment: The construction and reconstruction of Marina assets, both water side and land side. Waterside redevelopment includes reconstruction of docks and bulkheads. Landside redevelopment includes construction of facilities that integrate the Marina to the downtown core, including the Marina steps, possibly including a small boutique hotel with other amenities, and the adaptive purpose building.

Marina Zone: An enterprise funded zone where revenue and expenses are retained for Marina operations. The Marina Zone is separate and distinct from the City's Waterfront and Redondo Zones, which are supported by the City's general fund.

Mitigation: The action required by various regulatory agencies charged with oversight of the Puget Sound and our marine habitat, to offset the impacts of a project on the marine environment.

Municipal Facilities Committee: A Committee comprised of three City Council Members. City staff presents and receives feedback from the committee members on various capital projects and other operational issues. The Committee members provide consensus direction on information, which staff brings forward to the full City Council for further policy decisions.

Open Moorage: In water docks and/or slips without a roof structure.

Pile/Piling: These are heavy stakes, posts, or columns installed into the ground or seafloor to support the foundations of a superstructure, like the Marina, holding the docks in place.

Public Access: The public is generally permitted to access the Marina, within the designated operating hours. The general public is not permitted to access docks leased by permanent tenants. The Marina facilitates public access and enjoyment of the marine environment via the promenade, access to small businesses (like the Quarterdeck), parking in the north lot, and the public fishing pier.

Pump Out Station: A sanitation facility used for draining holding tanks on a boat. The Marina has two pump out stations. One is located on the fuel dock and the second is located on the north pier dock.

Redondo Zone: Is a City of Des Moines General fund operation. Revenues and expenditures from the Redondo Zone are part of the City's general fund. Marina staff time for the support of the Redondo Zone is compensated from the General fund.

Resident (vs. Tenant): A resident is a person who lives within City of Des Moines boundaries. A resident may or may not be a Marina tenant. Approximately 25% of the marina tenants are Des Moines residents. The vast majority of marina tenants are not residents of Des Moines.

Seasonality (*as it relates to boating, fishing, etc.*): Washington weather and fishing opportunities/regulations dictate the boating season and its uses. History reflects the high use boating months as late spring to early fall.

Slip: A docking space or berth for the accommodation of a marine craft.

Slip Mix: The range of sizes of slips in the Marina to accommodate various sizes of boats moored in the Marina.

Small Boat: Vessels that are generally 30 feet and under and more frequently trailer-able. Can be either a power boat or a sail boat.

Subleasing: Similar to “hot-berthing” only for period of a minimum 1 month. Tenants are able to sublease their slip up to 6 months in a 12 month period. Unless they have sold their boat, they have the option to allow the new buyer to sublease the slip for a maximum 4 months.

Tenant (vs Resident): A Marina customer who has signed a lease agreement with the Marina to store a vessel or related item (trailer/kayak) on Marina property. A tenant with a lease agreement may or may not be a Des Moines resident. Approximately 25% of the marina tenants are Des Moines residents. The vast majority of marina tenants are not residents of Des Moines.

Tenant Access: Tenants are granted access to all parking gates in the south lot and their individual docks, as well as the dedicated restrooms in the south lot. Tenants are not granted free access to the Beach Park or North Parking lot unless they purchase a Frequent User card. See Frequent User Card defined above.

Small Sling Hoist: This is the stationary 2 sling hoist for specialized lifting small boats (less than 21’) out of the water and placed to a trailer. It is located just north of N-dock. The small sling was decommissioned for use beginning June 1, 2022 due to severe piling deterioration and mechanical failure.

Tenant Parking: Current customers paying for monthly moorage/storage for a vessel are provided special parking permits to park a vehicle in tenant restricted parking areas and afterhours up to a 7 consecutive day max per month. It is provided as a part of the moorage fee for their vessel storage. Tenant parking is generally provided in the south lot.

Travel Lift: Also called a boat hoist or boat crane, is a specialized type of crane used for lifting boats out of the water and transporting them around the Marina or to a trailer. The Marina owns a 25 ton travel lift which is a mobile sling hoist that can hoist up to about 50’ boats. This hoist is leased to CSR primarily Monday thru Friday and Marina staff have the ability to schedule launches and haul outs for tenants with boats up to 27’, at the date of this publishing, on Saturday’s and Sunday’s only.

Waterfront Zone: Is a City of Des Moines General fund operation. Revenues and expenditures from the Waterfront Zone are part of the City’s general fund. Marina staff time for the support of the Waterfront Zone is compensated from the General fund.

Winter Moorage Program (guest dock): a monthly moorage program provided on our guest moorage dock for vessels 32’ and larger between the months of November and April.

Working Marina: An active marina with waterfront amenities and activities for the general public and for boaters. This can include boat repair and marine services.

8. STUDIES & DOCUMENT LIST

The following documents and studies mentioned throughout the 2024 Comprehensive Marina Master Plan, along with this document, are available on the Marina's website under the Master Plan section. Visit our website www.desmoinesmarina.com.

Current Marina Project List (3 Tiers)

Describe in Chapter 6. A full list will be available on the Marina's website.

Des Moines Marina Service Life Report.

The Service Life Report provides a detailed analysis of the condition of the Marina docks and boat use areas. The draft report was completed in December 2020 by Reid Middleton.

City of Des Moines Marina Electrical Upgrade Study

Wood/Harbinger, Inc. provided engineering and design services for the Marina's Upgrades to the Power Distribution System Project (Phase 1). Phase 1 was the Northern upgrades.

2007 Des Moines Marina Master Plan

Waggoner Marina Survey

This report summarizes the results of the Waggoner Marine Consulting project to evaluate the Marina. Completed in March 2019 by Waggoner Marine Services.

Waggoner Marina Phase 2 Study

This report summarizes the results of the Waggoner Marine Consulting project to evaluate the Marina. Completed in March 2021 by Waggoner Marine Services.

Passenger Ferry Study Conducted by Diedrich rpm

The City of Des Moines has been working for years on the possibility of Passenger Ferry service. The route considered would be a mid-stop between Tacoma and Seattle. The City collaborated with Diedrich*rpm on a demand study, along with participating in the PSRC-kpff study.

The City implemented a 2 month pilot program the summer of 2022 which proved to be widely successful. The City continues to stay closely involved with personnel within the Ferry industry for a continued ferry program.

BST Associates Report

This report was completed in December of 2021 by our consultant team Moffatt and Nichol.

Tenant Q & A Document

This document was created to help streamline communications between the Marina and the Marina tenants. The goal is to have questions answered that many people may have on their minds and having the answers, may spark other pertinent questions.

Small Hoist Technical Memorandum

This was the final survey completed by Exceltech regarding the condition of the small sling hoist. Multiple surveys were performed between 2021 and 2022 however the final survey in May of 2022 is what decommissioned the hoist until a replacement is able to be made.

Marina Master Plant List

List of plants used within the Marina.



CITY COUNCIL REGULAR MEETING

Speaker Sign-Up Sheet

April 11, 2024

NAME (PLEASE PRINT)	CITY YOU LIVE IN	TOPIC	PHONE/E-MAIL ADDRESS
✓ Rus Higley	Tacoma	Parking in Redondo	RHIGLEY@HIGHLINE.EDU
✓ David Emery	Des Moines	Street Racing Redondo	dweemery61@gmail.com
✓ Jim DeRosa	Des Moines	Budget	jadvacation@earthlink.net
✓ Barton DeLary	Des Moines	Senior Services	pbdelary@delacruce.com
✓ Karen Scharfman	Des Moines	Levy LIFT	KScharfman@dm.ca
✓ Barbara McMichael	Des Moines	Earth-levy lift-trees	BarbaraL.McM@gmail.com
✓ Bill Linscott	DM	Marina Fees	
✓ Steve Quinn	D.M.	Communication	SMQUINN@gmail.com
Patrice Thorell	DM	Legacy - 25 yr Anniv.	
Rick Johnson	DM		

Hello city council, other city leaders, and fellow citizens of Des Moines.

My name is Jim DeRosa - 28716 Redondo Beach Drive South - Yes, I'm on the board for the Redondo Community Association. However, I'm coming to you as a citizen of Des Moines.

I'm here tonight to bring up one of my concerns with our existing 2024 budget for our city. Before I get into things, here is a little about my background.

I have a few decades experience developing significant budgets, and financial estimates for a large aircraft manufacturer here in the Puget Sound.

I was the lead tooling analyst for all military programs in the Puget Sound for the same large aircraft manufacturer.

I have served as Chairman Of The Board for a Credit Union in south Puget Sound.

When I heard about the proposal for increasing property taxes because of the shortfall in the current & future city budgets, I used the methods that I developed in the corporate & nonprofit world of identifying what things in the budget are concerning. Here is just one, I have others.

I know you have all heard numerous complaints about a consistent group of drivers not behaving throughout our city. I'm personally aware of issues in the Marina and Redondo communities.

In a traditional environment – What happens to drivers that do not follow the laws in place? The police department issues a ticket. As you know these tickets serve as a lesson, and consequence for not driving responsibly. As a bonus the municipality collects the revenue from these tickets to help offset expenses.

From what I see in the 2024 city budget - for some reason our police department on purpose is not issuing tickets on a constant basis. When you think about it - a fair amount of the work for issuing a ticket is already done by stopping a vehicle, and reviewing the vehicle, and drivers' information.

The next slides show my findings -

Annual income for 2024 from Fines & Penalties (Tickets) pages 55 & 56 of 2024 city budget:

Income Red Light Camera	\$1,200,000
Income School Zone Camera	\$ 380,000
Income Redondo Park Camera	\$ 250,000
Income Moorage Late Fees	\$ 20,000
Balance of fines and penalties (mostly tickets)	\$ <u>111,400</u>

Total Income from Fines and Penalties \$1,961,400

Regarding the Balance of Fines and Penalties

\$111,400 divided by 12 months = \$9,283 per month "Other Tickets"

\$9,283 per month divided by 4 weeks = \$2,320 per week

\$2,320 divided by 7 days of the week = \$332 per day

\$332 per day divided by 2.4 (10 hour shifts) = \$138 per shift of police officers

The \$111,400 ultimately comes out as:

\$138 per police shift issuing other fines and penalties (tickets) - This \$138 per police shift is split among 4 officers per shift (including a Sargent)

Line Item	FY2022 Actuals	FY2023 Original Budget	FY2023 Projected	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)
Fines & Penalties					
MANDATORY INSURANCE COST	\$380	\$1,250	\$1,250	\$400	-68%
OTHER INFRACTIONS - ABATEMENT	\$2,383	\$2,500	\$600	\$2,500	0%
SCHOOL ZONE INFRACTIONS	\$401,627	\$364,000	\$330,000	\$380,000	4.4%
TRAFFIC INFRACTIONS/NON PARK	\$59,194	\$100,000	\$75,000	\$60,000	-40%
TRAFFIC INFRACT RED LIGHT RUNN	\$1,231,918	\$1,200,000	\$1,200,000	\$1,200,000	0%
Redondo Traffic Infractions	\$0	\$0	\$0	\$250,000	N/A
OTHER INFRACTIONS	\$1,817	\$6,000	\$3,900	\$5,000	-16.7%
CIVIL PARKING INFRACTION PNLTY	\$2,640	\$2,500	\$2,100	\$1,000	-60%
CIVIL PARKING INFRACTION PNLTY	\$1,420	\$2,750	\$400	\$2,750	0%
CIVIL PARKING INFRACTION PNLTY	\$14,113	\$30,000	\$28,000	\$20,000	-33.3%
DRIVING UNDER INFLUENCE (DUI)	\$1,325	\$3,250	\$2,500	\$1,000	-69.2%
CRIM CONV FILING FEE DUI	\$382	\$450	\$450	\$400	-11.1%
OTHER CRIMINAL TRAFFIC	\$3,735	\$4,000	\$5,000	\$3,500	-12.5%
CRIM CONV FILING FEE CT	\$842	\$1,000	\$800	\$1,000	0%
DV PENALTY ASSESSMENT	\$0	\$150	\$0	\$150	0%
OTHER CRIMINAL NON-TRAFFIC	\$5,987	\$2,750	\$0	\$3,000	9.1%
PROSTITUTION INTERVENTION	\$2,891	\$5,000	\$2,500	\$3,500	-30%
CRIM CONV FILING FEE CN	\$134	\$50	\$100	\$200	300%
WARRANT/SUBP - SHF	\$158	\$100	\$50	\$0	-100%
RESTITUTION PAYMENTS	\$1,672	\$750	\$250	\$1,000	33.3%
COURT COST RECOUNPMENTS	\$271	\$100	\$100	\$0	-100%
PUBLIC DEFENDER FEES	\$1,935	\$3,000	\$2,000	\$3,000	0%
MOORAGE - LATE FEES	\$14,905	\$20,000	\$20,000	\$20,000	0%
PENALTIES-STOP WORK	\$4,337	\$3,000	\$3,500	\$3,000	0%
Total Fines & Penalties:	\$1,754,067	\$1,752,600	\$1,678,500	\$1,961,400	11.9%

I'm not looking for an answer tonight - Nor am I asking for a quota system to be put in place.

All I ask is that our city leaders, in conjunction with our police department, review this and determine if not issuing tickets to unruly drivers is truly the preferred consequence for their actions.

There appears to be no deterrent currently in place to significantly reduce these illegal and dangerous behaviors.

Is this really the best approach to ensure the safety and mental well being of the citizens in our city?

If anyone would like to discuss this further, my contact information is on the handout.

Thank you all for your time to listen to what I have to say.

Jim DeRosa
28716 Redondo Beach Drive S
253-350-5547
jadvacation@earthlink.net

Good evening Mayor Buxton, City councilmembers, staff and citizens

My name is Patrice Thorell, a Des Moines Resident and the President of the Des Moines Legacy Foundation

I'm here tonight to announce a significant milestone, The 25th Anniversary of the Des Moines Legacy Foundation, a 501c3 charity.

With the strength and support of the Des Moines citizens and community, the Foundation has made significant contributions for the betterment of the Des Moines. In 2024, the Foundation is launching an exciting initiative, **Legacy@25**, awarding \$25,000 in mini grants to individuals and organizations serving the Des Moines community. The grant applications and criteria are available online now at www.desmoineslegacy.org.

The Foundation has distributed over 1.5 million dollars to hundreds of programs and projects made possible because of the generosity of the Des Moines community and its support of the vision and mission of the Des Moines Legacy Foundation between 1999-2024. Thank you to the Des Moines citizens, service clubs, educators, businesses, and governments working together to build a community where people want to live, work, and play together!

Des Moines Legacy Foundation State of Washington Incorporation December 30, 1999, and Des Moines Legacy Foundation IRS 501c3 Tax Exempt Public Charity September 2000. The first Des Moines Legacy Foundation 1999-2000 Board of Directors- Keith Noess, President, Matt Doherty, Vice President, Susan Geogebuer, Treasurer, Patrice Thorell, Secretary, Don Clayton, Karen Hendrickson, Sue Padden, Brooks Powell, Hallie Marks, Deanna McCarty, Eileen O'Neal, Charlene Schulz, Brian Snure, Tracey Thomas, Susan White

Here are just a few of the Des Moines Legacy Foundation's Top 25 contributions to agencies you may recognize. Please go to desmoineslegacy.org and watch for more information that will be provided by our sponsors on the Waterland Blog in the upcoming days.

- 1) Partnership with Anthony's Homeport- Legacy Dinner in 1999 and Bayside Brunch from 2000-2020- \$733,604 to Support Senior Programs and Youth Scholarships
- 2) Steven J Underwood Memorial Park- Plaza Construction and Park Amenities- \$48,647
- 3) Watertower Park Play Equipment with Des Moines Rotary- \$6,150
- 4) Fireworks Over Des Moines -Funding Conduit- \$161,377
- 5) Des Moines Senior Activity Center- Kitchen Equipment, Covered Entrance, Patio & Garden, and Storage Expansion- \$58,948, and Outdoor Readerboard- \$16,000
- 6) Senior Services Support- Hyde Shuttle, Meals on Wheels, Medical Teams International, Valley Cities Counseling, Catholic Community Services, Karen's Footcare, Arts and Social Activities, and Program Scholarships- \$312,812
- 7) Des Moines Recreation Youth Scholarships- \$233,255, YETI Youth Scholarships \$8,000, and Midway Park Summer Youth Program, Des Moines Youth Council, Before and After School Program, and Americorp- \$7,680
- 8) Recreation Special Events- Eggstravaganza, Breakfast with Santa, Halloween Carnival, 3 on 3 Streetball Tournament- \$19,525
- 9) Recreation Equipment- Outdoor Big Screen Theater, Outdoor Basketball Hoops, Field House Gym Scoreboard- \$11,846
- 10) Community Arts Programming- Summer Concerts in the Park- \$24,037, Breeders Theater, Squid A Rama, Poverty Bay Arts Festival, Poverty Bay Arts Gala and Art Sale- \$85,552

- 11) **To The Beach Tourism Website and Marketing Project with Seattle Southside RTA Grant- \$10,000**
- 12) **Des Moines Metropolitan Pool District Mt. Rainier Pool Youth Swimming and Lifeguard Scholarships with King County Park Grant Matching funds- \$24,000**
- 13) **Art on Poverty Bay Public Art Acquisitions- Yakutat, A Gentle Nudge, Tree of Life, American Venus, Harpoon, Tail Slap, Marinascope, Raven Discovers Spaceship, Honoring Aging Mural, Youth Murals, Outdoor Sculpture Infrastructure Concrete Plinths- \$65,943**
- 14) **ParkRun- Initial Start-Up - \$5,000, Waterland 5K Fun Run- \$1,672**
- 15) **Highline College Foundation Art Scholarship-\$5,000**
- 16) **City Senior Services 14 Passenger Van- \$33,332**
- 17) **Des Moines Area Food Bank Walk-in Utility Transport Vehicle- \$40,681**
- 18) **Des Moines Waterfront Farmers Market Foundation- Initial DMWFM Foundation Start Up funds, Annual Sponsorships, and Grants- \$13,097**
- 19) **No Kids Left Inside Play Area Initiative Grants/Contracts- \$50,000 to the City for Steven J Underwood Memorial Park Play Area, and \$25,000 for Des Moines Field House Park Play Area**
- 20) **Waterland Children's Festival and Waterland Jr. Parade with Destination Des Moines, Rotary Club of Des Moines/Normandy Park, and Highline College Hospitality Program- \$15,104**
- 21) **International Sculpture Day 2023 and 2024 held in partnership with George C. Scott Studios, coming up on April 27th from 1-4 PM**
- 22) **2023 Bayside Ball at Des Moines Yacht Club- \$30,037 to support free Youth Swimming Lessons, Waterland Childrens**

Festival, Visual and Community Arts, and Des Moines Area Food Bank

Here is to the Next 25 Years! Your involvement can reap amazing community rewards! Here is how:

Join us at the Bayside Ball celebrating 25 years of Community Good! Get your tickets here:

Party Like Its 1999 at the 25th Anniversary Celebration Bayside Ball featuring Tribute to Sinatra and Friends with Joey Jewell and the Swinging Sixties Orchestra! Special opening appearance by the MRHS Jazz Combo!

Saturday, June 8, 2024, 6 PM- 10 PM, Des Moines Yacht Club, Tickets \$60 each (seating at table of 10), or \$600 (table of 8) Includes fabulous appetizers and desserts by our own local restaurants! No Host Bar with wine, beer, and spirits. You can sponsor a table and receive promotional recognition! This event sold out last year!

Apply for the Des Moines Legacy Foundation Board of Directors! It is the most exciting and rewarding VOLUNTEER leadership job in Des Moines! Help make the next 25 years in Des Moines the best it can be!

Find us at www.desmoineslegacy.org,
facebook@desmoineslegacyfoundation,
desmoineslegacyfoundation@gmail.com,

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