

AGENDA

**DES MOINES CITY COUNCIL
REGULAR MEETING
City Council Chambers
21630 11th Avenue S, Des Moines, Washington
Thursday, October 24, 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

- MUNICIPAL FACILITIES COMMITTEE: Chair Jeremy Nutting
- ECONOMIC DEVELOPMENT COMMITTEE: Chair Jeremy Nutting

CITY MANAGER REPORT/PRESENTATIONS/BRIEFINGS

- Item 1. PRESENTATION OF DRAFT NEPA ENVIRONMENTAL ASSESSMENT
[Sustainable Airport Master Plan Status](#)
[SAMP Public Comment Process](#)
- Item 2. HUMAN SERVICES UPDATE

CONSENT AGENDA

- Item 1. APPROVAL OF VOUCHERS
Motion is to approve the payment vouchers through October 10, 2024 and payroll transfers through October 18, 2024 in the attached list and further described as follows:

EFT Vendor Payments	#10798-10846	\$ 191,843.38
Wires	#2718-2743	\$3,466,300.81
Accounts Payable Check Void	#164792	\$ (50.00)
Payroll Checks	#19903-19904	\$ 5,418.75
Payroll Advice	#11269-11433	\$ 489,769.72

Total Checks and Wires for A/P & Payroll: \$4,153,282.66

[Approval of Vouchers](#)

Item 2. APPROVAL OF MINUTES

Motion is to approve the minutes from the September 5, 2024 Study Session.

[Approval of Minutes](#)

Item 3. DES MOINES CREEK RESTORATION PROJECTS – INTERLOCAL AGREEMENT V

Motion is to approve the Interlocal Agreement V between the Des Moines Creek Basin Committee members, and further authorize the City Manager to sign said Interlocal Agreement substantially in the form as submitted.

[Des Moines Creek Restoration Projects – Interlocal Agreement V](#)

Item 4. KING COUNTY FLOOD REDUCTION GRANT AMENDMENT

Motion is to accept the King County Flood Control District's Flood Reduction Grant Amendment for the Massey Creek Pocket Estuary Restoration/Fish Passage Project and the Marine View Drive South Pond Retrofit Project and authorize the City Manager to sign the Grant Amendment substantially in the form as submitted.

[King County Flood Reduction Grant Amendment](#)

Item 5. GRANT ACCEPTANCE - PASSENGER FERRY STUDY

Motion is to approve the Federal Interagency Agreement accepting grant funds of \$160,000 for passenger ferry service studies, and authorize the City Manager to sign the agreement substantially in the form presented.

[Grant Acceptance Passenger Ferry Study](#)

Item 6. 2024 SENIOR ACTIVITY CENTER UPPER ROOF REPLACEMENT

Motion is to approve the Public Works Contract with Allied Roofing Installation Services LLC for the 2024 Senior Activity Center Upper Roof Replacement in the amount of \$71,630.00, authorize of project construction contingency in the amount of \$8,370.00, and further authorize the City Manager to sign said Contract substantially in the form as submitted.

[2024 Senior Activity Center Upper Roof Replacement](#)

Item 7. PET LICENSE FEES

Motion is to approve Draft Resolution 24-072 setting license fees for dog and cat licenses in the City of Des Moines.

[Pet License Fees](#)

PUBLIC HEARING/CONTINUED PUBLIC HEARING

Item 1. PUBLIC HEARING - 2025-2026 PRELIMINARY BIENNIAL BUDGET

Staff Presentation by Finance Director Jeff Friend
[2025-2026 Preliminary Biennial Budget](#)

NEW BUSINESS

- Item 1. WATER UTILITY TAX
Staff Presentation by Interim City Attorney Matthew Hutchins
[Water Utility Tax](#)
- 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

November 14, 2024 City Council Study Session

ADJOURNMENT



SUSTAINABLE AIRPORT MASTER PLAN STATUS

The Seattle-Tacoma International Airport's (SEA) Sustainable Airport Master Plan (SAMP) was completed in 2018. From the SAMP, the Port identified 31 Near-Term Projects (NTPs) and completed the scoping process for the environmental review (2018).

Currently, the National Environmental Policy Act (NEPA) environmental review is underway, with the draft NEPA document expected to be released in fall 2024. Once the NEPA process is complete, the State Environmental Policy Act (SEPA) review will follow.

WHAT IS AN AIRPORT MASTER PLAN?

An Airport Master Plan is a comprehensive, long-term planning document that outlines the future development and improvement of an airport. It serves as a strategic blueprint, helping the airport grow and adapt to future demands while operating efficiently. These typically occur every 10 years.

KEY ELEMENTS OF AN AIRPORT MASTER PLAN:



Identify existing conditions: Describes the existing runways, taxiways, terminals, and other facilities.



Forecasting Future Activity: Predicts the number of passengers, flights, and cargo and any constraints based on the current or proposed airport facilities and infrastructure.



Facility Requirements: Identifies the need for new or upgraded facilities, like runways, terminals, parking lots, and maintenance areas.



Identify Alternatives: Evaluates different options for airport development to find the best solutions.



Implementation and Financial Feasibility: Provides a timeline for when different projects and improvements will be completed and the cost of those projects and potential funding sources.



Existing Environmental Conditions: Identifies the current environmental conditions in and around where the projects are being proposed.

A Sustainable Airport Master Plan incorporates these elements of an airport master plan with a focus on sustainability in where we build, how we build, and how we operate projects.

WHY ARE AIRPORT MASTER PLANS IMPORTANT?

- Helps airports plan for growth and changes in air travel demand
- Ensures that airports can operate safely and efficiently
- Involves the community by collecting input and addressing comments about airport expansion or changes
- Helps to secure funding and support for airport improvements

Draft NEPA EA will be published on October 21, 2024, with the public comment period ending December 5, 2024. Stay up to date with the latest on SAMP and learn how to get involved:

sampntpenvironmentalreview.org



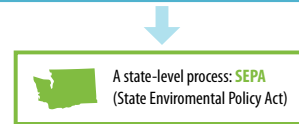
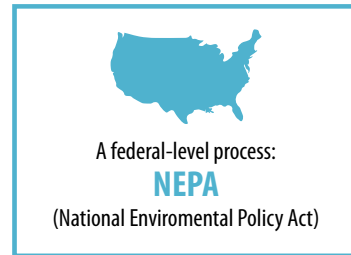
ENVIRONMENTAL REVIEW

UNDERSTANDING THE ENVIRONMENTAL REVIEW PROCESS

An **environmental review** is a process to assess how projects at Port of Seattle facilities may impact the environment in a variety of categories that include air quality and climate, water resources, biological resources, and noise, among others. If impacts are identified, the analysis evaluates the extent of those impacts, and if required, identifies ways to reduce or avoid them. A project may require both federal and state environmental reviews, but both are not always required for every project.

The purpose of an environmental review is to assess the potential environmental impacts of a proposed project before it is undertaken. Key objectives include:

- Informed decision-making
- Full transparency and public engagement in the decision-making process
- Compliance with laws and regulations
- Identification of ways to avoid, minimize, or mitigate impacts



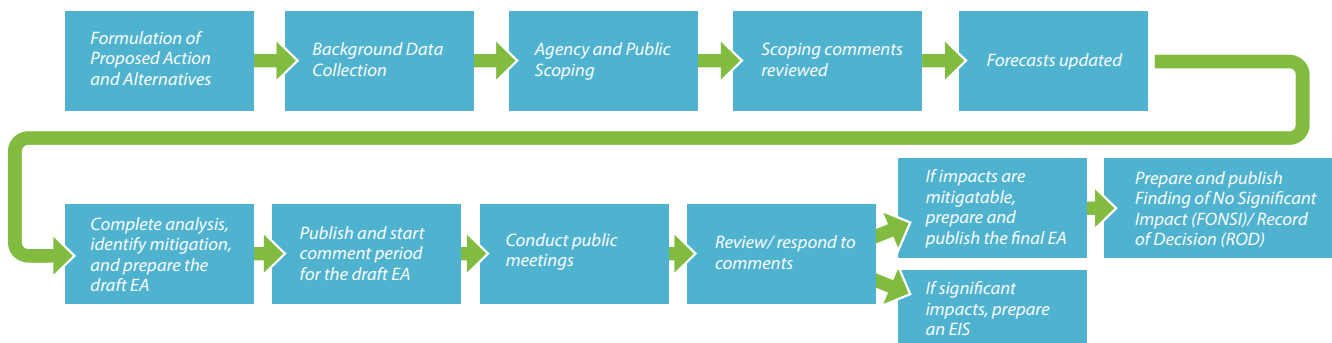
STEPS IN THE NEPA ENVIRONMENTAL REVIEW PROCESS

The typical Environmental Assessment (EA) process includes:

1. Developing the purpose and need for the project and determining potential alternatives that provide a solution.
2. Undertaking scoping to understand agency and public concerns that are then addressed in National Environmental Policy Act (NEPA) documentation.
3. Analyzing and documenting the environmental consequences for all alternatives detailed in the NEPA document.
4. Conducting public meetings through the analysis process to advise and continue to collect input from agencies, the community and general public, including a public meeting or hearing at the issuance of the draft EA document.
5. Addressing comments on the draft NEPA document, which will aid in the preparation of a final NEPA document.
6. Ending with either the lead federal agency – in this case, the FAA – issuing a Finding of No Significant Impact/Record of Decision or the lead agency determining that an EIS is required.

Public comment during the environmental review process is provided during formal comment periods. The purpose of public input during this process is to fully understand the potential impacts related to the proposed projects and consider community concerns before a federal agency makes a final decision. Once the NEPA process is complete, the State Environmental Policy Act (SEPA) review will follow.

NEPA PROCESS





SAMP PUBLIC COMMENT PROCESS

The Puget Sound region is expected to grow by another one million people by 2035. The Sustainable Airport Master Plan (SAMP) is the blueprint for changes at Seattle-Tacoma International Airport (SEA) to meet future forecasted demand. SAMP identifies 31 Near-Term Projects (NTPs) that are intended to improve efficiency, safety, access to the airport, and support facilities for airlines and the airport. The NTPs, if approved, will be complete or under construction by 2032.

SAMP and the scoping process for the environmental review was completed in 2018. Currently, the **National Environmental Policy Act (NEPA) Environmental Assessment (EA) and 45-day public comment period** is underway for SEA's SAMP recommended 31 NTPs.

At the conclusion of the comment period on **December 5, 2024**, all comments received will be reviewed and taken into consideration by the FAA and the Port during the preparation of the final NEPA EA. Responses to comments will be included in the final EA.

LEARN MORE

- Visit our **project website** at www.sampntpenvironmentalreview.org
- Sign-up for our **email newsletter** by selecting the Sustainable Airport Master Plan notifications box underneath the "Environment and Sustainability News" section at: <https://subscribe.portseattle.org/publications>.

HOW TO COMMENT

Commenting on a draft EA is an important way for the public to participate in the environmental review process and contribute to the decision-making process. The Port is committed to an accessible, understandable public comment process. **The public comment period is open from October 21 through December 5, 2024.**

Members of the public will be able to review information translated into six languages and submit comments throughout the comment period at any of the public meetings listed below, online, by email, or regular mail. The document will be available on the SAMP website, at the SEA Airport Conference Center, and at public libraries in Burien, Des Moines, Federal Way, south Seattle, SeaTac, and Tukwila. Comments should provide sufficient detail for the agency to understand the commenter's position and why the issues raised are important to the decision-making process.



Submit a public comment at one of four **public meetings**:

- **Tuesday, November 12**
Wildwood Elementary School (Federal Way), 6 pm – 8 pm
- **Wednesday, November 13**
Mount Rainier High School (Des Moines), 6 pm – 8 pm
- **Thursday, November 14**
Highline High School (Burien), 6 pm – 8 pm
- **Saturday, November 16**
McMicken Heights Elementary School (SeaTac), 10 am – 12 pm

Submit a public comment online through our website or by sending us an email:

- **Email:** samp@portseattle.org
- **Website:** <https://www.sampntpenvironmentalreview.org/>

Submit a public comment by **mail**:

Mr. Steve Rybolt
Port of Seattle, Aviation Environment and Sustainability
P.O. Box 68727
Seattle, WA 98168

IMPORTANT NOTE

Before including your name, address and telephone number, email or other personal identifying information in your comment, be advised that your entire comment – including your personal identifying information – may be made publicly available at any time.

While you can ask us in your comment to withhold from public review your personal identifying information, we cannot guarantee that we will be able to do so.

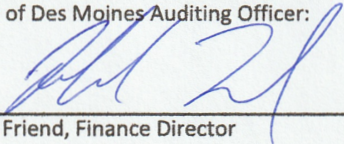


CITY OF DES MOINES
Voucher Certification Approval
October 24, 2024
Auditing Officer Certification

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 **October 24, 2024** the Des Moines City Council, by unanimous vote, does approve for payment those vouchers through October 10, 2024 and payroll transfers through October 18, 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		10798	10846	191,843.38
Wires		2718	2743	3,466,300.81
AP Check Void		164792		(50.00)
Total Vouchers paid				3,658,094.19
Payroll Vouchers				
Payroll Checks	10/18/2024	19903	19904	5,418.75
Payroll Advice		11269	11433	489,769.72
Total Paychecks & Direct Deposits				495,188.47
Total checks and wires for A/P				4,153,282.66

MINUTES

**DES MOINES CITY COUNCIL
STUDY SESSION
City Council Chambers
21630 11th Avenue S, Des Moines, Washington
Thursday, September 5, 2024 - 6:00 PM**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

The flag salute was led by Councilmember Jeremy Nutting.

ROLL CALL

Council Present:

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

Council Absent:

Councilmember Matt Mahoney

Direction/Action

Motion made by Councilmember Jeremy Nutting to excuse Councilmember Matt Mahoney; seconded by Deputy Mayor Harry Steinmetz.

Motion passed 6-0.

Staff Present:

Interim City Manager Tim George; Interim City Attorney Matt Hutchins; Assistant City Manager Adrienne Johnson-Newton; Director of Community/Administrative Services Bonnie Wilkins; Harbormaster Scott Wilkins; Public Works Director Michael Slevin; City Engineer Tommy Owen; Building Official Dan Hopp; Finance Director Jeff Friend; Judge Lisa Leone; Director of Court Administration Melissa Patrick; Communication Director Nicole Nordholm; Police Chief Ted Boe; Assistant Police Chief Mark Couey; Assistant Police Chief Kevin Penney; Sergeant Isaac Helgren; Police Officer Nate Chevallier; Police Officer Austin Arneberg; Executive Assistant Stephanie Holt; Sergeant Eddie Ochart; Community Service Officer Tonya Seaberry; Officer Clayson Tanner; Police Officer Abram English; Police Officer Chase Ochart; Police Officer Ben Brown; Police Officer David Stanton; Police Officer Mike Labadie; Crisis Response Specialist Monica Lara; Crime

Study Session Minutes
September 5, 2024

Analyst Patricia Gosch; Executive Administrative Analyst Rochelle Caton; Human Resource Analyst Shawna Thomas; Human Resource Analyst Alexandra Reyes; Events and Facilities Manager Cortney Wilt; and City Clerk Taria Keane

CORRESPONDENCE

- There were no additional correspondence outside of the emails already received by Council.

COMMENTS FROM THE PUBLIC

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

- Lin Cashman, Human Services Budget
- Diane Tucker, Levy Lid Lift
- Victoria Andrews, Budget
- Chuck Coleman, Budget
- Melanie Barlow, Budget
- Kay Vann, Safety
- Theresa Unko, Redondo Park not ADA

DISCUSSION ITEMS

SWEARING IN OF POLICE CHIEF TED BOE

- Judge Lisa Leone swore in Theodore Boe as the new Des Moines Police Chief.

CITY MANAGER SELECTION DISCUSSION

- Assistant City Manager Adrienne Johnson-Newton gave Council a brief PowerPoint Presentation on the City Manager Recruitment.

Direction/Action

Motion made by Deputy Mayor Harry Steinmetz to select Katherine Caffrey to the City Manager position and to authorize the staff to prepare a conditional offer of employment; seconded by Councilmember Jeremy Nutting.

Motion passed 6-0.

BUDGET PRESENTATION/BUDGET STRATEGIES

- Finance Director Jeff Friend gave Council a PowerPoint Presentation on the Budget Strategies.
 - Council requested that staff bring the American Rescue Plan Act Funds Reallocation back at the next Council

Study Session Minutes
September 5, 2024

Meeting on September 12, 2024.

- Council agreed to have staff send a cancellation letter to Wesley terminating the contract for senior services.

At 8:06 p.m. Council took a 10 minute break and resumed the meeting at 8:16 p.m.

EXECUTIVE SESSION

The Special Meeting was called to order by Mayor Traci Buxton at 8:29 p.m.

Council Present:

Mayor Traci Buxton; Deputy Mayor Harry Steinmetz; Councilmember Gene Achziger; Councilmember Yoshiko Grace Matsui; Councilmember JC Harris; and Councilmember Jeremy Nutting.

Staff Present:

Assistant City Manager Adrienne Johnson-Newton, and Interim City Attorney Matthew Hutchins.

The purpose of the Special Meeting was to hold an Executive Session to discuss the parameters of a new City Manager contract per RCW 42.30.110(1)(g). The Executive Session was expected to last 30 minutes.

At 8:57 Mayor Traci Buxton extended the Executive Session to 9:20 p.m.

No formal action was taken. The Executive Session lasted 51 minutes.

The meeting adjourned at 9:20 p.m.

NEXT MEETING DATE

September 12, 2024 City Council Regular Meeting

ADJOURNMENT

The meeting adjourned at 9:20 p.m.

AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: Des Moines Creek Restoration
Projects – Interlocal Agreement V

FOR AGENDA OF: October 24, 2024

DEPT. OF ORIGIN: Public Works

ATTACHMENTS:

- 1. Draft Interlocal Agreement V

DATE SUBMITTED: October 16, 2024

CLEARANCES:

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

APPROVED BY CITY MANAGER

FOR SUBMITTAL: *[Signature]*

Purpose and Recommendation

The purpose of this agenda item is to seek City Council approval of Interlocal Agreement V (Attachment #1), an agreement between the participating members of the Des Moines Creek Basin Committee, which includes the City of Des Moines, the City of Seatac, and the Port of Seattle. This Agreement will support the ongoing implementation and operational efforts for the Des Moines Creek restoration projects. The following motion will appear on the consent calendar:

Suggested Motion

Motion: “I move to approve the Interlocal Agreement V between the Des Moines Creek Basin Committee members, and further authorize the City Manager to sign said Interlocal Agreement substantially in the form as Submitted.”

Background

The Des Moines Creek Basin Committee (Committee) was formed in 1996 through an Interlocal Agreement (ILA) with the shared goal of improving downstream flooding and water quality. The Committee is comprised jurisdictions within the boundary of the basin and include the City of Des Moines, the City of SeaTac, and the Port of Seattle. Since its formation in 1996, the projects completed by the DMCBC have resulted in less downstream flooding, alternative flow control standards for developments within the basin, and a betterment in environmental stream conditions. The Committee presently operates under the fourth iteration of the original agreement to partner in the operations and maintenance of construction facility project. The current ILA is a 20-year agreement and expires on 12/31/2024.

Completed Captial Facility Projects:

- Regional Detention Facility Project
- Stream Bypass Project
- Habitat and Restortation Project
- Marine View Drive Culvert Replacement Project

History of Interlocal Agreements:

- ILA I (1996) – Committee formation; basin plan conceptual design
- ILA II (1997) – Continuation of basin plan; preliminary engineering
- ILA III (1998) – Continuation of preliminary engineering and design of financing plan
- ILA IV (2004) – Construction of basin plan projects; Operations and Maintenance of Projects

Discussion

As ILA IV nears its end date a new agreement is needed to continue the cost share of ongoing operation, maintenance, and replacement of the committee’s constructed assets. ILA V has a proposed duration of 20 years and expands the scope of the previous ILA to include invasive vegetation management, education and outreach, and assessment of future needs. The City of Des Moines contributes annually to the Committee funds by a percentage of impervious surface within the basin boundary (16.6%). The draft form of ILA V has been reviewed by each member’s legal department.

Alternatives

The City Council could elect not to enter into a new Interlocal Agreement with the Des Moines Creek Basin Committee. As a result, substaintial staff time would be required to create a new mechanism for the continued operation and mainentance of the constructed capital.

Financial Impact

With an executed Interlocal Agreement, Des Moines would have a annual contribution of \$39,957 to the Basin Committee. This annual contribution may increase with inflation through the life of the ILA. The contribution to the Committee is budgeted and funded through the Surface Water Management Utility.

Recommendation

Staff recommends the adoption of the motion.

Council Committee Review

The draft ILA was presented to the Environment Committee at the August 8, 2024 meeting.

Des Moines Creek Restoration Projects Interlocal Agreement
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6

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Des Moines Creek Basin Plan Restoration Projects

Interlocal Agreement V

1
2
3 This Agreement is entered into by the City of Des Moines, hereinafter referred to as "Des
4 Moines," the City of SeaTac, hereinafter referred to as "SeaTac," and the Port of Seattle,
5 hereinafter referred to as the "Port", and collectively referred to as the "Parties", for the purpose
6 of operating and maintaining several projects and completing other activities to implement the
7 Des Moines Creek Basin Plan and has been jointly prepared by the Parties ("Agreement").

8 WHEREAS, Des Moines, SeaTac, and the Port share jurisdiction and services within the
9 Des Moines Creek Basin ("Basin") and recognize that it contains an extensive natural resource
10 system, the stability and function of which, are threatened by conditions related to development;
11 and

12 WHEREAS, the Parties have worked collaboratively over the years through previous
13 interlocal agreements (see Attachment 1) forming the Des Moines Creek Basin Plan ("Basin
14 Plan"), wherein the Parties have acknowledged that a cooperative effort is the most effective and
15 efficient way to protect and preserve the Basin's natural resource system, promote aquatic life,
16 and address surface water-related problems across jurisdictions; and

17 WHEREAS, the Parties' Basin Plan Restoration Projects since 1996 are and have been, an
18 integral part of the stormwater strategy for the SR 509 Completion Project and were submitted
19 by Washington State Department of Transportation (hereinafter, "WSDOT") to meet
20 requirements imposed on the SR 509 project by permit and/or by law; and

21 WHEREAS, the Basin Committee secured permits to authorize construction of the Basin
22 Plan Restoration Projects and applied for other necessary permits and subsequently completed

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Des Moines Creek Restoration Projects Interlocal Agreement
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1 construction of the Regional Detention Facility (RDF), High Flow Bypass Pipeline, Habitat
2 Enhancement Basin Plan Restoration Projects, and Marine View Drive Culvert; and

3 WHEREAS, in April 2007, the Midway Sewer District (District) agreed to transfer
4 ownership of the District's abandoned sewer Trunk Line and Outfall to the Parties to serve as the
5 High Flow Bypass Outfall; and

6 WHEREAS, in July 2015, the Parties were issued an Aquatic Lands Easement for the
7 High Flow Bypass Outfall from the Washington State Department of Natural Resources allowing
8 the discharge of excess stream flows for a period of 30 years; and

9 WHEREAS, each Party has provided easements to facilitate the operation and
10 maintenance of the Projects; and

11 WHEREAS, the Basin Committee funded and managed ongoing operation and
12 maintenance (O&M) of the Basin Plan Restoration Projects; and

13 WHEREAS, the Basin Committee conducted ongoing monitoring of the Basin Plan
14 Restoration Projects to document compliance with permit conditions and project effectiveness;
15 and

16 WHEREAS, the Parties created and maintained a Replacement and Improvement Fund, a
17 Capital Construction Fund, and an Operation and Maintenance Fund to provide for collection
18 and distribution of funds necessary for construction and ongoing operation and maintenance of
19 the Projects; and

20 WHEREAS, the Parties desire to continue to operate and maintain, and replace and
21 improve the Basin Plan Restoration Projects as needed to ensure design goals are met, project
22 performance is optimized, and respond to changing conditions; and

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Des Moines Creek Restoration Projects Interlocal Agreement
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1 WHEREAS, the Parties desire to identify and evaluate potential future actions and projects
2 to address drainage, flooding, erosion and sedimentation, fish habitat degradation, and water
3 quality problems throughout the Basin that may be jointly implemented by the Committee to
4 further protect and enhance Des Moines Creek beyond that provided by the existing Basin
5 Restoration Projects; and

6 WHEREAS, the Parties desire to support education and outreach activities in the Des
7 Moines Creek Basin; and

8 WHEREAS, pursuant to RCW Chapter 39.34, the Interlocal Cooperation Act, the Parties
9 are each authorized to enter into an agreement for cooperative action.

10 NOW THEREFORE, the Parties agree as follows:

11 **I. PURPOSE**

12 The purpose of this Agreement is to provide the means by which the Parties, acting through a
13 joint board under the authority of RCW 39.34.030(4)(a), hereinafter referred to as “the Basin
14 Committee” or the “Committee”, will cooperate to continue to fund and conduct the following
15 Basin Restoration Activities (“Activities”) listed below and more fully described in Section III
16 (Activities):

- 17 A. Ongoing operation and maintenance (O&M) of constructed Basin Plan Restoration
18 Projects, (hereinafter referred to as “Projects”). Projects include the Des Moines Creek
19 Regional Detention Facility (“RDF”), the Des Moines Creek High-flow Bypass Pipeline
20 (“Bypass Pipeline”) and the Des Moines Creek Habitat Enhancement and Restoration
21 Projects (“Habitat Enhancements”).
- 22 B. Replacement and Improvement of the Projects including adaptive management activities.
- 23 C. Ongoing monitoring of the Projects for permit compliance and effectiveness.

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- 1 D. Invasive Vegetation Monitoring and Control.
- 2 E. Education and Outreach.
- 3 F. Basin Needs Assessment to further address surface water and fish habitat issues within
- 4 the Basin.
- 5 G. O&M Fund and a Replacement and Improvement Fund management.
- 6 H. Basin Committee administration with the mechanisms needed to manage and implement
- 7 the Activities.

8 Basin Restoration Activities performed under this Agreement are intended to implement those
9 actions providing joint benefit to all Parties interests and shall not be used solely to meet the
10 requirements of one Party's NPDES permit.

11 **II. PROJECT ADMINISTRATION AND COORDINATION**

12 All Activities shall be performed under the management of the Des Moines Creek Basin
13 Committee.

14 A. Basin Committee Organization

- 15 1. Overall project management and direction will be performed by the Committee.
- 16 2. The Committee will be composed of one voting member each from SeaTac, Des
17 Moines, and the Port. A quorum for a meeting is representation or a proxy from all
18 Committee voting members.
- 19 3. Each Party shall appoint one representative to serve on the Committee who shall be
20 empowered as their jurisdiction shall direct. The SeaTac and Des Moines
21 representatives shall be appointed by the City Manager, and the Port representative
22 shall be appointed by the Deputy Executive Director. Additional staff persons from the
23 Parties may attend Basin committee meetings to support Committee activities.

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Des Moines Creek Restoration Projects Interlocal Agreement
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- 1 4. The Committee shall continue to operate as a project management team, reaching
2 decisions by consensus with all parties, except when a Committee decision is held in
3 abeyance for two or more regularly scheduled meetings due to consecutive absences of
4 one Party and in the case of emergency meetings. Should a Committee decision be
5 held in abeyance for two or more regularly scheduled meetings due to consecutive
6 absences of one Party, the Committee may at their discretion choose to proceed with
7 decision-making for any or all of the issues held in abeyance by the absences. Given
8 the inherent time-sensitive nature of emergency meetings, decisions shall be made by
9 consensus of the Parties in attendance. Consensus shall mean a unanimous agreement
10 of all the voting Parties to proceed in a specified manner. Issues that cannot be decided
11 by consensus of the Basin Committee will be referred as needed to each of the officials
12 appointing the representatives for resolution. Should two or more Parties request,
13 professional mediation services will be retained to assist these officials in reaching a
14 decision. In the event that these officials do not reach agreement within 60 days, the
15 issue shall be submitted to binding arbitration.
- 16 5. The Committee may elect a Chairperson from among the voting members to represent
17 the Committee as described in Attachment 2 (“Administrative Duties”).
- 18 6. The Committee may establish a Basin Committee Coordinator to manage
19 administrative duties and coordinate activities as described in Attachment 2
20 (“Administrative Duties”). The Chairperson may serve as Basin Committee
21 Coordinator or the Committee may, at its discretion, authorize a Party to hire a single
22 individual or an entity to serve as Basin Committee Coordinator. The Basin
23 Coordinator shall serve a term of one year and may be reauthorized annually.

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Des Moines Creek Restoration Projects Interlocal Agreement
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1 7. The Committee shall appoint one Party to serve as Treasurer, which may be a single
2 individual or an entity. A Scope of Work and Budget for the duties of Treasurer shall
3 be developed and approved by the Committee, and the Committee is hereby
4 authorized to approve funding for this position, which funding shall be included in
5 the Operations and Maintenance Fund. Such funding shall not exceed the actual costs
6 incurred in performing the duties of this position. The Treasurer for the Committee
7 shall be SeaTac, until such time as the Committee appoints another Party to serve as
8 Treasurer. The duties and responsibilities of the Treasurer is be described in
9 Attachment 2 (“Administrative Duties”).

10 B. Committee Powers and Responsibilities

- 11 1. The Committee shall meet four times each year or as otherwise scheduled to authorize,
12 oversee, and review Basin Restoration Activities and to consider issues relating to the
13 Activities.
- 14 2. The Committee shall regularly review and approve changes as needed to the Des
15 Moines Creek Regional Detention Facility Operations and Maintenance Manual (Port of
16 Seattle revised April 2021) and the Des Moines Creek Bypass Pipe System Operations
17 and Maintenance Manual (King County August 2010) (hereinafter referred to as the
18 “O&M Manuals”), emergency action plans, and other planning, design and operational
19 documents related to the Projects and Activities. A list of current Committee-approved
20 manuals and design documents is provided in Attachment 3.
- 21 3. The Committee shall review and approve scopes of work and budgets for Activities.

Des Moines Creek Restoration Projects Interlocal Agreement
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- 1 4. The Committee shall authorize the Basin Committee Coordinator to enter into
2 contracts, as more fully set forth below, to accomplish specific Activities as outlined
3 further in this Agreement.
- 4 5. The Committee or a Committee authorized Party shall hold all permits for the
5 Activities.
- 6 6. The Committee shall serve as the final authority for any proposed Activity changes.
- 7 7. The Committee shall establish an annual charge for each Party's contribution to the
8 Operation and Maintenance Fund. The Committee shall establish or suspend the
9 annual charge for each calendar year by September 1st of the preceding year.
- 10 8. The Committee shall establish an annual charge for each Party's contribution to the
11 Replacement and Improvement Fund. The Committee shall establish or suspend the
12 charge for each calendar year by September 1st of the preceding year.
- 13 9. The Committee shall authorize the Treasurer to transfer funds from the Capital
14 Construction Fund to the O&M Fund to provide funding for Invasive Vegetation
15 Monitoring and Control, Education and Outreach, Monitoring, and Basin Needs
16 Assessment.
- 17 10. The Committee shall authorize the Treasurer to make payments for approved activities
18 as described in Attachment 2 (Administrative Duties - Treasurer).
- 19 11. The Committee shall review and approve the scope of work and budget for the Basin
20 Committee Coordinator, which funding shall be included in the Operations and
21 Maintenance Fund.

22 C. Committee Member Duties

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- 1 1. The Committee member of each Party shall make every effort to attend all regular
2 meetings of the Basin Committee.
- 3 2. When an appointed member cannot attend a Committee meeting, the appointing Party
4 may send a substitute fully authorized to act on behalf of the Party or provide another
5 Party with a proxy vote for any decisions before the Committee. To exercise a proxy,
6 the absent Party must notify the Basin Committee Coordinator orally or in writing
7 prior to the meeting of their intended absence, the Party to which they have assigned
8 their proxy, and any limits on that proxy. The Basin Committee Coordinator may be
9 designated as proxy. No member may vote for more than one proxy.
- 10 3. The Parties shall make every effort to support timely decision-making by the
11 Committee.

12 D. Committee Staffing

- 13 1. The Parties hereby authorize one or more of the Parties to act on their behalf to
14 accomplish specific Activities as described herein and authorize the Committee to
15 compensate those Parties for their activities on behalf of the Committee. The Parties so
16 authorized may, on behalf of all the Parties, under the Committee’s management and
17 direction, provide staff and issue contracts as necessary to carry out the specific activities
18 assigned.
- 19 2. Project Managers
- 20 a) The Parties hereby authorize Project Managers, under the direction and management
21 of the Committee, to enter contracts for Activities performed under the Project
22 Manager’s authority, provided such contracts adhere to the Committee-approved
23 O&M Manuals, Design Manual and Scope and Budget for their Activities.

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- 1 b) Project Managers shall be responsible for the administration of contracts and
2 agreements necessary to accomplish the Activities performed under the Project
3 Manager’s authority in a timely fashion.
- 4 c) Project Managers shall work in cooperation with the Basin Committee Coordinator to
5 ensure that contracts and agreements for their Activity are consistent with permit
6 requirements and other agreements, are within the Committee-approved O&M
7 Manuals and Scope and Budget for the Project Activity and are consistent with the
8 Committee’s design goals.
- 9 d) Project Managers shall work in cooperation with the Basin Committee Coordinator to
10 ensure that project inspections and testing are uniform and reliable across all Projects
11 and are performed in a timely manner.
- 12 e) Project Managers shall work in cooperation with the Basin Committee Coordinator to
13 ascertain that Committee staff and their representatives (to include contractors) have
14 the necessary access to the site to confirm that specific Projects are being operated
15 and maintained in compliance with approved O&M Manuals, permit conditions,
16 monitoring needs, design goals, and contract plans and specifications.
- 17 f) Project Managers shall perform or arrange for appropriate inspection and testing as
18 called for by approved O&M Manuals and Design Manuals.
- 19 g) All work shall be performed by the Project Manager shall be in accordance with
20 budgets approved by the Committee. Committee is hereby authorized to approve the
21 funding for work performed by the RDF Manager, and which shall not exceed the
22 actual costs incurred in performing the duties of this position.

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- 1 h) The Committee shall appoint an RDF Project Manager, which may be a single
2 individual or an entity. The RDF Project Manager shall complete Activities specified
3 in Attachment 4.
- 4 i) The RDF Project Manager shall be the Port until such time as the Committee appoints
5 another Party to serve as RDF Project Manager. Other Parties may complete RDF
6 Activities including contracted services in coordination with the Basin Committee
7 Coordinator and the RDF Project Manager.
- 8 j) The Committee shall appoint a Bypass Pipe Project Manager, which may be a single
9 individual or an entity. The Bypass Pipe Project Manager shall complete Activities
10 specified in Attachment 4.
- 11 k) The Bypass Pipe Project Manager shall be SeaTac until such time as the Committee
12 appoints another Party to serve as Bypass Pipe Project Manager. Other Parties may
13 complete Bypass Pipe Activities including contracted services in coordination with
14 the Basin Committee Coordinator and the Bypass Pipe Project Manager.
- 15 l) The Committee shall appoint a Habitat Enhancement and Restoration Project
16 Manager, which may be a single individual or an entity. The Habitat Enhancement
17 and Restoration Project Manager shall complete Activities specified in Attachment 4.
- 18 m) The Habitat Enhancement and Restoration Project Manager shall be Des Moines until
19 such time as the Committee appoints another Party to serve as Habitat Enhancement
20 and Restoration Project Manager. Other Parties may complete Habitat Enhancement
21 and Restoration Activities including contracted services in coordination with the
22 Basin Committee Coordinator and the Habitat Enhancement and Restoration Project
23 Manager.

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1 **III. ACTIVITIES**

2 The following activities will be accomplished under the direction and management of the
3 Committee:

4 A. Ongoing Project O&M will include routine operations and maintenance activities, permit
5 compliance actions, optimization of Project operations to maximize environmental benefits,
6 and response to emergency conditions. O&M activities will include but not be limited to
7 maintenance and operation of constructed structures, maintenance and replanting of wetland
8 plantings, maintenance and replanting of streamside vegetation, bank protection activities,
9 maintenance of aquatic habitat structures, preparation and implementation of emergency
10 action plans, and control of wildlife hazards in the vicinity of the projects.

11 B. Capital Replacement and Improvement Activity consists of minor and major maintenance in
12 response to aging and unforeseen circumstances impacting constructed projects, including
13 but not limited to, repairs of the RDF Pond spillway and flow control structures, repairs
14 and/or replacement of the bypass pipe, bank stabilization associated with the bypass pipe,
15 bypass pipe structure repairs and/or replacement, habitat structure repair and/or replacement,
16 in-stream sediment management, replacement or new vegetation associated with habitat
17 restoration projects, and weir replacement. Capital Replacement and Improvement is also
18 intended to adaptively manage Projects to meet design goals and optimize overall Project
19 performance in response to unforeseen changing conditions including but not limited to
20 modified basin hydrology, physical site changes, climate change, regulatory changes and
21 unanticipated aquatic habitat stressors. Adaptive management may include changes to
22 operational procedures, physical changes to the existing Projects and/or new construction
23 directly supporting the Projects. All plans, specifications and cost estimates shall be

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1 prepared in accordance with the current State of Washington Standard Specifications for
2 Road, Bridge and Municipal Construction, and amendments thereto, and adopted design
3 standards, unless otherwise noted.

4 C. Project Monitoring is intended to document compliance with permitting conditions, support
5 O&M and address ongoing O&M issues, quantify effectiveness of the projects in meeting
6 hydrologic and engineering design goals, and serve as the basis for any changes proposed to
7 the Projects as part of an adaptive management program. Project Monitoring may include
8 but is not limited to monitoring and inspection of flow control structures, hydraulic
9 conveyance systems, arsenic containment cap, vegetation, RDF berms and dam structures,
10 wildlife, aviation wildlife hazards and controls, stream flow, wetland fluctuations,
11 groundwater, stream banks, and habitat structures.

12 D. Invasive Vegetation Monitoring and Control is intended to reduce the spread of invasive
13 vegetation species that can outcompete native plants in the riparian areas where stream
14 restoration projects have been implemented. Non-native plants will be removed and
15 replaced with native plants in the Des Moines Creek stream corridor. The area of
16 responsibility for invasive vegetation monitoring and control shall be within Des Moines
17 Creek riparian zone, areas outside the riparian zone could impact riparian conditions, and
18 other areas delineated within the Project O&M manuals. The Scope of Work for Invasive
19 Vegetation Monitoring and Control is contained in Attachment 5.

20 E. Education and Outreach to support local stewardship activities is for the purpose of
21 educating the community about aquatic habitat within Des Moines Creek and gaining
22 support for restoration efforts. The Committee may provide resources to non-profit and local
23 watershed or environmental groups for watershed activities that support Committee goals,

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1 and development of electronic outreach materials that promote the work of the Committee
2 and provide resources to link to the work of others. The Committee may create a website to
3 be hosted by a Committee member that is a repository for Committee work and resources.
4 The Scope of Work for Education and Outreach is contained in Attachment 6.

5 F. The Basin Needs Assessment will continue evaluation of the quality and quantity of habitat
6 and water quality conditions in Des Moines Creek needed to continue preservation and
7 protection of aquatic life in Des Moines Creek. New projects may be identified that build
8 upon the Basin Plan Restoration Projects already implemented to further the committee's
9 commitment to Des Moines Creek Basin improvement. The Basin Needs Assessment will
10 also support Adaptive Management of existing Projects. The Scope of Work for Basin
11 Needs Assessment is contained in Attachment 7.

12 G. Ongoing management of an Operation and Maintenance Fund to collect and manage funds
13 necessary to pay for the ongoing operation of the Projects and to fund normal maintenance
14 activities for the Projects.

15 H. Ongoing management of a Replacement and Improvement Fund to collect and manage
16 funds to pay for replacement of Project feature and to pay for improvements found
17 necessary as a result of monitoring and adaptive management.

18 **IV. PARTY RESPONSIBILITIES**

19 A. SeaTac shall:

- 20 1. Provide a representative to serve on the Basin Committee and any necessary staff
21 support needed by the Committee member.

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- 1 2. Provide water quality, fisheries and stream flow data that is collected in the normal
2 course of business and that is relevant to the design, construction or ongoing operations
3 and maintenance of the Projects and Activities.
- 4 3. Maintain previously issued easements at no cost for the operation and maintenance of
5 the projects identified in Attachment 8. Title for all property associated with
6 Committee constructed projects and associated issued easements remains with the
7 original owner. Should any Party withdraw from this agreement, all easement rights
8 granted to that Party shall terminate and be void. A withdrawing Party may not
9 terminate easements granted to other Parties for construction, operation and
10 maintenance of the Projects.
- 11 4. Provide Committee approved staff to fulfill the duties of Treasurer for the Basin
12 Committee.
- 13 5. Provide Committee approved staff to fulfill the duties of Bypass Pipe Project Manager.
- 14 B. Des Moines shall:
- 15 1. Provide a representative to serve on the Basin Committee and any necessary staff
16 support needed by the Committee member.
- 17 2. Provide water quality, fisheries and stream flow data that is collected in the normal
18 course of business and that is relevant to the design, construction or ongoing operations
19 and maintenance of the Projects and Activities.
- 20 3. Maintain previously issued easements at no cost for the operation and maintenance of
21 the projects identified in Attachment 8. Title for all property associated with
22 Committee constructed projects and associated issued easements remains with the
23 original owner. Should any Party withdraw from this agreement, all easement rights

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1 granted to that Party shall terminate and be void. A withdrawing Party may not
2 terminate easements granted to other Parties for construction, operation and
3 maintenance of the Projects.

4 4. Provide Committee approved staff to fulfill the duties of Habitat Enhancement and
5 Restoration for the Basin Committee.

6 C. Port shall:

7 1. Provide a representative to serve on the Basin Committee and any necessary staff
8 support needed by the Committee member.
9 2. Provide water quality, fisheries and stream flow data that is collected in the normal
10 course of business and that is relevant to the design, construction, or ongoing operations
11 and maintenance of the Projects or Activities.

12 3. Maintain previously issued easements at no cost for the operation and maintenance of
13 the projects identified in Attachment 8. Title for all property associated with
14 Committee constructed projects and associated issued easements remains with the
15 original owner. Should any Party withdraw from this agreement, all easement rights
16 granted to that Party shall terminate and be void. A withdrawing Party may not
17 terminate easements granted to other Parties for construction, operation and
18 maintenance of the Projects.

19 4. Provide Committee approved staff to fulfill the duties of Regional Detention Facility
20 Project Manager.

21 5. Prepare updates to the Emergency Action Plan as required by the Washington State
22 Department of Ecology Dam Safety Office and oversee the implementation of the
23 Emergency Action Plan. All updates to the Emergency Action Plan shall be reviewed

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1 by the Committee prior to implementation. The Port shall work with the Basin Plan
2 Coordinator and appropriate local public works, and fire and safety officials to perform
3 emergency response training events as required by the Dam Safety Office.

4 **V. COSTS**

5 The Parties agree to share costs incurred by the Committee for the ongoing operation and
6 maintenance of the Des Moines Creek Restoration Projects as described below:

7 **A. Operations and Maintenance Costs**

- 8 1. The anticipated O&M tasks and budget are described in Attachment 9. The Committee
9 shall review tasks and costs each year and approve an annual Operation and
10 Maintenance budget, which shall identify the funds necessary to fund ongoing O&M of
11 the Basin Plan Restoration Projects.
- 12 2. The Port, SeaTac and Des Moines shall be responsible for funding the annual O&M
13 budget. Costs for the operation and maintenance of the Projects shall be paid 37.21%
14 by the Port, 46.14% by SeaTac and 16.65% by Des Moines based on percent
15 impervious surface as summarized in Attachment 11. Funding for the Operations and
16 Maintenance budget shall be subject to any necessary authorization by each Party's
17 legislative authority.
- 18 3. Committee shall review the supporting documentation that determines the amount of
19 the annual charge for Operation and Maintenance funding annually and shall consider
20 such changes as are necessary. All funds remaining at the end of each year shall remain
21 in the O&M Fund and shall be carried forward for use on O&M activities in future
22 years.

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1 4. Ongoing O&M and Replacement and Improvement funding by the Cities of the Basin
2 Plan Restoration Projects shall be deemed to be eligible for compliance with RCW
3 Chapter 90.03.525, which requires jurisdictions to annually report on the use of
4 WSDOT surface water fees. Funds for annual O&M activities and funds for the
5 Replacement and Improvement costs for the Projects, at the discretion of the Cities,
6 may be considered to be from WSDOT surface water fees paid to the Cities, and
7 successful ongoing operation and annual maintenance of the Projects is considered to
8 show valid and appropriate use of the WSDOT's surface water fees for roadway
9 impacts.

10 5. Funds will be paid to the Treasurer and will be deposited in the O&M Fund account, to
11 be disbursed at the direction of the Committee.

12 B. Replacement and Improvement Costs

13 1. The anticipated Replacement and Improvement tasks and budget are described in
14 Attachment 10. The Committee shall review tasks and costs each year and establish an
15 annual charge for the purpose of accumulating a Replacement and Improvement Fund.

16 2. The Parties shall be responsible for funding the annual contribution to the Replacement
17 and Improvement Fund. Costs for the Replacement and Improvement Fund shall be
18 paid 37.21% by the Port, 46.14% by SeaTac and 16.65% by Des Moines based on
19 percent impervious surface as summarized in Attachment 11. Funding for the
20 Replacement and Improvement Fund shall be subject to any necessary authorization by
21 each Party's legislative authority.

22 3. Committee shall review the supporting documentation that determines the amount of
23 the annual charge for Replacement and Improvement funding every 5 years and shall

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1 consider such changes as are necessary to provide ongoing protection to Des Moines
2 Creek and its biological community.

3 4. Funds will be paid to the Treasurer and will be deposited in the Replacement and
4 Improvement Fund account, to be disbursed at the direction of the Committee.

5 **C. Grants**

6 1. Should grants for any of the work become available, the Committee is authorized to
7 include and expend the funds and reduce the overall costs of the affected Projects and
8 Activities.

9 **VI. BILLING AND PAYMENT**

10 **A. Operation and Maintenance Costs**

11 1. The Treasurer shall bill SeaTac, Port and Des Moines 100% of their annual contribution
12 to the Operation and Maintenance Fund by April 30th of each year.

13 2. SeaTac, Port and Des Moines shall forward payment to the Treasurer within 60 days of
14 receipt of the invoice.

15 3. The first payment shall be made in calendar year 2025.

16 **B. Replacement and Improvement Costs**

17 1. The Treasurer shall bill SeaTac, Port and Des Moines 100% of their annual contribution
18 to the Replacement and Improvement Fund by April 30th of each year.

19 2. SeaTac, Port and Des Moines shall forward payment to the Treasurer within 60 days of
20 receipt of the invoice.

21 3. The first payment shall be made in calendar year 2025.

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1 **VII. DURATION, TERMINATION AND AMENDMENT**

2 A. This Agreement is effective upon signature by the Parties and remains in effect until
3 December 31, 2044.

4 B. A Party may not end its participation in the Project and withdraw from this Agreement
5 without the written consent of all other parties, and such consent shall not be
6 unreasonably withheld. To end participation a Party shall provide one year notice and
7 remains responsible for paying all unpaid funding amounts that have been committed
8 through the 20-year duration of this Agreement. Should a Party withdraw the remaining
9 members shall decide whether to continue with the implementation of this Agreement or
10 renegotiate this Agreement.

11 C. This Agreement may be amended, altered, clarified, or extended only by the written
12 agreement of the Parties hereto. An equitable adjustment in cost or period of
13 performance or both may be made if required by the change.

14 D. This Agreement is not assignable by any Party, either in whole or in part.

15 E. This Agreement is a complete expression of the terms hereto and any oral or written
16 representations or understandings not incorporated herein are excluded. The parties
17 recognize that time is of the essence in the performance of the provisions of this
18 Agreement. Waiver of any default shall not be deemed to be a waiver of any subsequent
19 default. Waiver of breach of any provision of this Agreement shall not be deemed to be a
20 waiver of any other or subsequent breach and shall not be construed to be a modification
21 of the terms of the Agreement unless stated to be such through written approval by the
22 parties which shall be attached to the original Agreement.

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1 **VIII. COUNTERPARTS**

2 This Agreement may be executed in counterparts.

3 **IX. INDEMNIFICATION AND HOLD HARMLESS**

4 The Parties agree to the following:

5 To the maximum extent permitted by law, each Party shall defend, indemnify and hold harmless
6 the other Parties and all of its officials, employees, principals and agents from all claims,
7 demands, suits, actions, and liability of any kind, including injuries to persons or damages to
8 property which are connected with, or are attributable to any negligent acts or omissions of the
9 indemnifying Party, its contractor, and/or employees, agents, and representatives in performing
10 the Party's responsibilities and other work referred to in this Agreement; provided however, that
11 if the provisions of RCW 4.24.115 apply to any work under this Agreement and any such
12 damages and injuries to persons or property are caused by or result from the concurrent
13 negligence of two or more of the Parties or those Parties' contractors or employees, agents, or
14 representatives, the indemnification applies only to the extent of the negligence of each Party, its
15 contractor or employees, agents, or representatives. Each Party specifically assumes potential
16 liability for actions brought by its own employees against the other Parties and for that purpose
17 the indemnifying Party specifically waives, as respects the other Parties only, any immunity
18 under the Worker's Compensation Act, RCW Title 51; and each Party recognizes that his waiver
19 was the subject of mutual negotiation and specifically entered pursuant to the provision of RCW
20 4.24.115, if applicable.

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1 IN WITNESS WHEREOF, the Parties hereto have executed this amendment on the
2 _____ day of _____, 2004.

3 Approved as to Form	City of Des Moines
4 By: _____	By: _____
5 Title: _____	Title: _____

7 Approved as to Form	City of SeaTac
8 By: _____	By: _____
9 Title: _____	Title: _____

11 Approved as to Form	Port of Seattle
12 By: _____	By: _____
13 Title: _____	Title: _____

14
15
16

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ATTACHMENTS

- 1
- 2 Attachment 1 – Previous Interlocal Agreements
- 3 Attachment 2 – Administrative Duties
- 4 Attachment 3 - Committee-Approved Manuals and Design Documents
- 5 Attachment 4 – Project Activities and Managers
- 6 Attachment 5 - Invasive Vegetation Monitoring and Control Scope of Work
- 7 Attachment 6 – Education and Outreach Scope of Work
- 8 Attachment 7 - Basin Needs Assessment Scope of Work
- 9 Attachment 8 - Basin Plan Projects Map
- 10 Attachment 9 – O&M Fund Budget
- 11 Attachment 10 – Replacement and Improvement Fund Budget
- 12 Attachment 11 - Contribution Amounts Based on Impervious Surface Calculations
- 13

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Des Moines Creek Restoration Projects Interlocal Agreement V

Attachment 1

Previous Interlocal Agreements

Des Moines Creek Basin Plan Development Interlocal Agreement (I) – Executed 1/16/96

- Development of the Basin Committee
- Development of hydrologic model
- Analysis of current and future conditions
- Analysis of alternatives responses
- Development of Basin Plan Conceptual Design

Amendment to Agreement I - Executed 1/15/97

- Continuation of Basin Committee
- Change in Cost Sharing Agreement
- Preliminary Engineering

Des Moines Creel Basin Plan Implementation Interlocal Agreement (II) - Executed 06/17/98

- Continuation of Basin Committee
- Ongoing Project Management
- Development of Preliminary Engineering and Design Financing Plan

Des Moines Creel Basin Plan Implementation Interlocal Agreement (III), GCA-2712 - Executed 06/17/98

- Continuation of Basin Committee
- Development of Final Engineering and Design
- Preparation of Plans and Specifications
- Initial Permitting

Des Moines Creel Basin Plan Implementation Interlocal Agreement (IV), GCA-3921 - Executed 06/11/2004

- Continuation of Basin Committee
- Construction of Basin Plan Projects
- Operations and Maintenance of Projects
- Replacement and Improvement of Projects

Amendment to Agreement IV – Executed April 2007

- Documented Project changes including scopes of work, construction costs, costs of ongoing operation, maintenance, and replacement.

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Des Moines Creek Restoration Projects Interlocal Agreement V

Attachment 2 Administrative Duties

Committee Chairperson

- The Chair of the Committee, when appointed by the Committee, shall serve as the primary contact person for the Committee for communications relating to the Activities or issues related to the Basin Plan Restoration Projects and Activities.
- The Chairperson may serve as the Basin Committee Coordinator unless the Committee authorizes a Party to hire a single individual or an entity to serve as Basin Committee Coordinator.
- The Chair's term shall be determined by the Committee.
- The Chair is authorized to sign documents on behalf of the Committee.
- The Chair may assign additional staff coordinator roles, as necessary, to implement Activities.

Basin Coordinator

- The Basin Committee Coordinator shall serve as a meeting facilitator for the Committee, prepare agenda and meeting notes, prepare issue papers and other documents as needed to assist the Committee in analyzing issues and reaching decisions.
- The Basin Committee Coordinator shall schedule regular meetings of the Committee and shall communicate the time and location of the scheduled meetings to other Parties and affected staff at least two weeks prior to any regular meeting.
- The Basin Committee Coordinator shall call emergency meetings whenever an emergency calls for rapid decisions by the Committee. Emergency meetings may be called with 24-hour notice.
- The Basin Committee Coordinator shall set the agenda for regular and emergency meetings and shall prepare minutes for all meetings of the Committee.
- The Basin Committee Coordinator shall recognize the proxy of any Party which has requested proxy representation prior to the start of a meeting.
- The Basin Committee Coordinator shall serve as the recipient of mail and other forms of communication intended for the Committee and shall provide copies of such communications in a timely manner to the appropriate Parties and staff.
- The Basin Committee Coordinator's term shall be 2 years and may be extended annually as authorized by the Committee.
- The Basin Committee Coordinator shall manage and oversee Project Monitoring, Invasive Vegetation Monitoring and Control, Needs Assessment, Education and Outreach Activities and provide the Committee with timely advice on the status of these Activities.
- The Basin Committee Coordinator shall develop an annual budget and scope of work addressing all Activities for the following year, which shall be submitted to the Committee for approval prior to July 1st each year. The budget shall include the estimated Operation & Maintenance budget and Replacement and Improvement budget, estimated annual contributions for each Party, forecasted expenditures for current year and any remaining balance from previous years. These budgets shall be forwarded to each of the Parties for review and for appropriation action, if required by the legislative or administrative processes and procedures of that Party.

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Des Moines Creek Restoration Projects Interlocal Agreement V

- The Basin Committee Coordinator shall adhere to the approved Scope and Budget for annual Activities.
- The Parties hereby authorize the Basin Committee Coordinator, under the direction and management of the Committee, to enter into the contracts necessary to accomplish ongoing Activities. The Basin Committee Coordinator shall obtain committee approval of a Scope and Budget for each contract, and the management and oversight conditions of specific contracts needed to carry out the purposes of the Committee.
- The Basin Committee Coordinator shall prepare annual recommendations on the number of contracts, the tasks within each contract, and the management and oversight of specific contracts needed to perform the Activities.
- The Basin Committee Coordinator shall bring all proposed changes in Activities to the Committee for their approval prior to implementation, excepting emergency actions which may be implemented immediately providing the changes in emergency activities adhere to the adopted Emergency Action Plan whenever possible.
- The Basin Committee Coordinator shall oversee all Adaptive Management efforts associated with the ongoing operation and maintenance of the Projects and shall prepare a report to the Committee at no more than 5-year intervals with specific recommendations for any changes to Project O&M suggested by the results of the adaptive management program.
- The Basin Committee Coordinator shall prepare an annual report for the Committee detailing the status of Projects, any suggested operational changes, and a record of maintenance activities undertaken in the year. The report shall be submitted as part of the annual O&M budget review.
- The Basin Committee Coordinator shall serve at the discretion of the Committee.
- The Basin Committee Coordinator shall perform other duties as assigned by the Committee.

Treasurer

- The Treasurer shall transfer funds from the Capital Construction Fund to the O&M Fund.
- The Treasurer shall manage and oversee the Replacement and Improvement Fund and the O&M Fund.
- The Treasurer shall provide the Committee with a semi-annual update of the status of the Replacement and Improvement Fund and the O&M Fund.
- The Treasurer shall bill the Parties for their annual contributions to the O&M Fund and the Replacement and Improvement Fund as described in Section V (Costs) of this agreement.
- The Treasurer shall hold moneys collected for each Fund in separate accounts. Any interest collected shall remain in that account for that Fund.
- The Treasurer shall issue payments to Parties or their contractors for O&M work and work performed in accomplishing the duties and responsibilities identified by an approved project Scope of Work, provided such payment requests are within the approved project Budget and for work within the scope of the contract. Approval of payments shall be certified by the Committee Chair or the Basin Committee Coordinator.
- The Treasurer shall issue payments within 30 days of receiving an approved invoice. The Treasurer shall maintain records and reports sufficient to satisfy state audits, and shall retain records for at least six years after completion of each contract.

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Attachment 3

Committee-Approved Manuals and Design Documents

Des Moines Creek Regional Detention Facility Operation and Maintenance Manual, King County, revised Port of Seattle April 2021.

Des Moines Creek High Flow By-Pass Pipe System Operation and Maintenance Manual, King County, August 2010.

Des Moines Creek Basin Restoration Projects Design Report, King County, 2010.

Hydrologic Analysis of the Des Moines Creek Regional Detention Facility (RDF) Using the HSPF Model, MGS Engineering Consultants, Inc., December 2002

Dam Break Inundation and Spillway Design Analysis of the Des Moines Creek Regional Detention Facility (RDF), MGS Engineering Consultants, Inc., April 2004.

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Attachment 4

Project Activities and Managers

RDF Management	Port
RDF Operations and Maintenance	Port
RDF Replacement and Improvements	Port
Wetland Plant Monitoring and Maintenance	Port
RDF Dam Safety and Emergency Actions	Port
Wildlife Management	Port
Berm Mowing	SeaTac
By-Pass Pipe Management	SeaTac
By-Pass Pipeline Operations and Maintenance	SeaTac
By-Pass Pipeline Replacement and Improvements	SeaTac
Marine Outfall Replacement and Improvements	SeaTac
Habitat Enhancement and Restoration Management	Des Moines
Habitat Monitoring	Basin Committee Coordinator
Habitat Replacement and Improvement North 200th Street	Des Moines
Habitat Replacement and Improvement North 200th Street	Port
Project Monitoring	Basin Committee Coordinator
Invasive Vegetation Monitoring and Control Management	Basin Committee Coordinator
Control North 200 th Street	Port
Control South 200th Street	Des Moines
Education and Outreach Management	Basin Committee Coordinator
Needs Assessment Management	Basin Committee Coordinator

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Attachment 5

**Scope of Work for
Des Moines Creek Invasive Vegetation Monitoring and Control**

PURPOSE

The purpose of this document is to generally describe the Activity goals and the major tasks required for invasive species monitoring and control. This is not intended to be a detailed scope of work.

PROJECT GOAL

The goal of this Activity is to monitor and control invasive species within the Des Moines Creek riparian zone.

BACKGROUND

Basin Restoration Project Monitoring including the survey most completed recently by Parametrix in 2022, has identified invasive species in Des Moines Creek in the vicinity of the implemented in-stream projects, including vegetation classified as noxious weeds or weeds of concern (i.e., spotted jewelweed, nightshade, Japanese knotweed, Himalayan blackberry, reed canary grass, and English ivy). Invasive species can outcompete native plant species and result in degraded aquatic habitat conditions. Assessment of the extent of invasive vegetation, subsequent removal of invasive plants, and replacement with native plants is needed to restore degraded aquatic habitat and functional needs in Des Moines Creek. In accordance with Committee-approved work between 2007 and 2012, King County controlled approximately 12 acres of invasive weeds in the Des Moines Creek corridor. Additionally, over 18 acres of the Des Moines Creek corridor were also re-planted with native vegetation. King County directed volunteers, Washington Conservation Corps crews and a private contractor to complete the activities.

Invasive vegetation is present in the entire stream corridor from S. 200th St to the mouth of Des Moines Creek in the Puget Sound, and on the northwest side of the Des Moines Creek Trail. In a recent exploratory corridor-wide stream-walk, invasive vegetation was noted through-out the stream corridor, but most between the Midway Sewer Treatment Plant and Des Moines Memorial Drive. Additionally, invasive vegetation was observed to be very dense on the northwest side of the Des Moines Creek trail throughout the stream corridor. It is evident that previous weeding and planting work has been somewhat successful. Young cedar and fir trees were observed, and in most areas adjacent to the stream, there was noticeably less ivy compared to locations on the other side of the trail.

WORK DESCRIPTION

This Activity will involve assessing the current extent of invasive species in the Des Moines Creek riparian zone (only the Basin Restoration Projects have been recently assessed by the Committee, however, King County mapped a proposed work program for 2012 [see attached figure showing future proposed work]). A detailed corridor-wide stream-walk and vegetation assessment will be conducted to note approximate locations, areal extent, types, and densities of invasive vegetation requiring removal in the riparian zone of the Des Moines Creek stream corridor and area outside the riparian zone that could impact the stream corridor. Invasive vegetation will be removed, and native plants will be selected for replacement and subsequent

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planting based on locations of removal and environmental conditions. Replacement native plants will be selected for their ability to contribute to short- or long-term to the aquatic habitat needs in Des Moines Creek. Following the initial inspection, invasive plant removal, and replacement of removed invasive vegetation with native plants, the Des Moines Creek riparian zone will be monitored annually to determine Activity success and need for follow-up maintenance (i.e., additional invasive vegetation removal and native plantings). The following is a general summary of tasks that will need to be accomplished to implement Invasive Vegetation Monitoring and Removal.

YEAR 1 and 10

Project Planning

- Review existing documentation and build upon work program recommended in 2012 by King County.
- Plan for initial data collection to support invasive species control, removal, and replacement.
- Develop monitoring and maintenance plan to facilitate Activity success for reaching long-term vegetation goals.

Initial Data Collection

- Des Moines Creek corridor riparian zone reconnaissance.
- Maps, notes, photos, and measurements of approximate locations, areal extents, and types and densities of invasive plants.
- Observations of native plant assemblages.

YEARS 2 – 4 (Assume 3 areas of activity) and 11 - 13

Vegetation Control

- Design removal methods (assumed to be hand-equipment), equipment needs, estimated time and personnel needed to complete removal, best season to complete the project, transportation to dispose of debris, and disposal options.
- Arrange work parties, crews, or volunteer groups to conduct vegetation removal. Identify potential leaders familiar with techniques to train personnel that are less familiar.
- Coordinate equipment delivery to site(s).
- Coordinate removal and disposal of vegetation.
- Coordinate site safety.

Native Plant Restoration

- Develop native plant list appropriate for Des Moines Creek riparian area that will complement existing native plants and have best chance of being established.
- Arrange to purchase and store native plants prior to planting.
- Develop list of other planting needs, such as mulch, weed barrier (if needed), stakes, and other materials and arrange for purchase and/or storage prior to planting.
- Arrange work parties, crews, or volunteer groups to plant native plants where invasive vegetation has been removed. Identify potential leaders familiar with planting techniques for selected plants to train personnel that are less familiar.
- Coordinate equipment delivery to site(s).

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- Coordinate site safety.

YEARS 3 and ON

Restoration Monitoring

- Monitor newly planted areas bi-annually to evaluate plant establishment, die-off, and need for potential replacement. To be conducted with invasive species monitoring.

Replacement Plants

- If monitoring indicates more than 50% of the plants did not survive, trouble-shoot reason and evaluate whether replacement planting should occur.

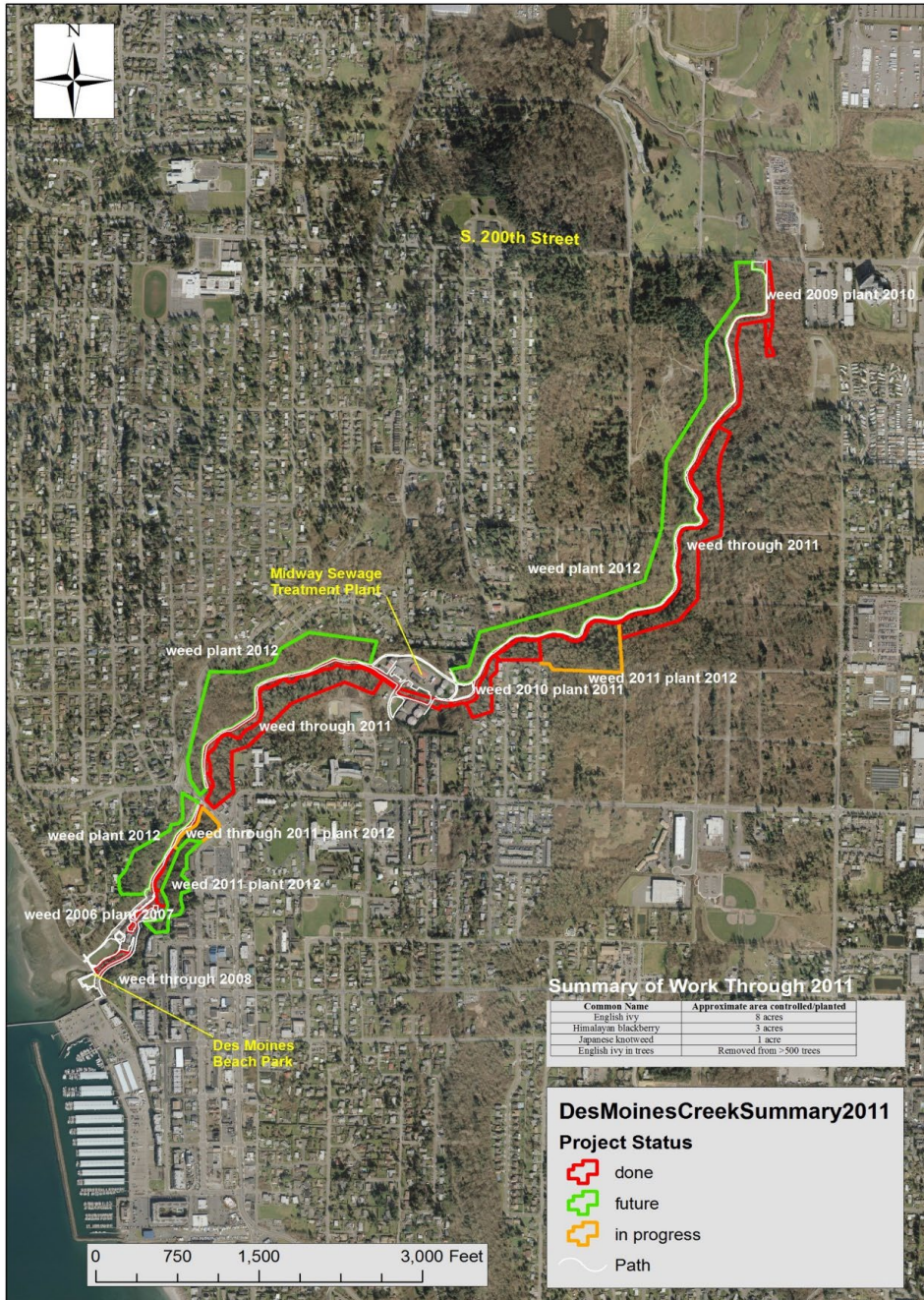
ESTIMATED TOTAL COST (OVER 30 YEARS)

\$253,000 (in 2024 dollars)

Detailed costs are provided in Attachment 9.

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Des Moines Creek Summary of Work Completed and Proposed 2007-2014

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Attachment 6

**Scope of Work for
Des Moines Creek Education and Outreach**

PURPOSE

The purpose of this document is to generally describe the Activity goals and the major tasks required for education and outreach. This is not intended to be a detailed scope of work.

PROJECT GOAL

The goal of this Activity is to support education and outreach activities in the Des Moines Creek Basin, including but not limited to (1) providing resources to non-profit and local watershed or environmental groups for watershed activities that support Committee goals for improvements to aquatic habitat and/or water quality, and (2) development or support of electronic outreach materials that promote the work of the Committee and provide resources that link to efforts by others in the community and region to improve the Des Moines Creek Basin. This will be accomplished by providing funds to organizations that are doing work in the basin that furthers the goals of the Committee, and developing a platform for dispersal of information, electronically. Education and outreach activities in the basin should also emphasize reaching underserved populations such as non-English speaking communities through translation.

BACKGROUND

The Des Moines Creek Basin Committee provides an opportunity to centrally locate and promote watershed activities in the basin. There is no Committee presence on-line to promote and centrally located materials for public transparency and potential coordination with non-profit organizations that are focused on Des Moines Creek watershed recreation and aquatic health.

WORK DESCRIPTION

This Activity will create a website that features Des Moines Creek Basin Committee Activities and links to other restoration activities conducted by outside groups, provide support for local community groups and non-profits doing work in the basin, and develop engagement activities that support water quality, flow control, and habitat enhancements in Des Moines Creek.

The following are general tasks to implement Education and Outreach.

YEAR 1

Project Planning

- Develop Education and Outreach Plan, including the following:
 - Goals
 - Community partners
 - Methods (website, updated kiosks/signs in watershed, work parties, support to other groups)

Website Development

- Identify host for website (Committee member or other organization).

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- Development content including educational information, links to relevant community organizations working in the watershed, information about the Committee, web map with searchable geographic information and photos of restoration sites and documents, community events calendar, etc.
- Determine frequency of website updates.

YEAR 2 and ON

Implement community outreach support and/or Committee-led outreach events including the following:

Support for Community Events

- Develop criteria for supporting community and non-profit watershed events that the Committee might support, including:
 - Funding
 - Application(s) for support
 - In-kind Contributions or Materials (for work parties)

Committee-led Outreach/Engagement

- Develop types of engagement the Committee might pursue and reason for doing so, including:
 - Volunteer work parties to remove invasive plants or plant native plants to improve aquatic stream health
 - Debris and trash pick-up along stream corridor to prevent pollution
 - Naturalist-led corridor walks to engage public about Des Moines Creek functions, improvements made, and plant and animal species.
- Identify options for staffing and coordinating Committee-led outreach, including:
 - Earth Corps or other organization for in-person volunteer work parties
 - Consultant- or contractor-led events
 - Committee-led events with representatives from jurisdictions contributing time and expertise.

ESTIMATED TOTAL COST (OVER 30 YEARS)

\$218,000 (In 2024 Dollars)

Details are provided in Attachment 9.

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Attachment 7

Scope of Work for Des Moines Creek Basin Needs Assessment

PURPOSE

The purpose of this document is to generally describe the Activity goals and the major tasks required to conduct a basin needs assessment. This is not intended to be a detailed scope of work.

PROJECT GOAL

The goal of this Activity is to identify potential future actions and projects that may be jointly implemented by the Committee to further protect and enhance Des Moines Creek beyond that provided by the existing Basin Restoration Projects.

BACKGROUND

The Des Moines Creek Basin Committee was established to implement the 1997 Des Moines Creek Basin Plan and complete identified capital projects designed to address high flows, erosion, seasonal low flow, habitat loss and water quality, which were identified then as basin deficiencies. Many of the projects identified in the Basin Plan were completed, however, flow augmentation and projects to address water quality deficiencies such as non-point source pollution were not implemented. All of the reaches of Des Moines Creek are on Ecology's 303(d) list for water quality impairment one or more parameters, including temperature, bacteria, and dissolved oxygen. Water quality monitoring was last conducted in 2012. Likewise, a pre-spawn mortality survey of coho salmon was also conducted in 2012. That study showed greater than 50% pre-spawn mortality of adult females. In the last few years, a new compound, 6 PPD-quinone, which originates from tire dust, has been identified in stormwater run-off and a contributing factor to coho salmon pre-spawn mortality. This is an evolving problem for which researchers are working to identify viable stormwater treatment solutions. Other storm and surface water issues may arise in the future. This Activity will give the Committee flexibility to address new issues as they evolve.

WORK DESCRIPTION

This Activity will implement water quality, biological monitoring, or other assessments and studies necessary to identify potential future actions and projects that address current and future basin needs, including evolving or new problems identified over the life of this agreement. It is assumed that up to 3 basin needs assessments will be completed over the period of the ILA. Potential projects and actions that address current and future basin needs will be defined by the following criteria:

- Provides a net-benefit to the Des Moines Creek Basin by improving a noted deficiency identified by collected data (i.e., water quality, habitat condition, or other aquatic health parameter).
- Meets one or more of the collective goals of the Committee to address drainage, flooding, erosion and sedimentation, fish habitat degradation, and water quality problems throughout the Basin.

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- Is better addressed by the Committee than by an individual jurisdiction because of shared responsibility for the issue, shared resources for the solution, or other factors.
- May be jointly implemented by the Committee through amendments to this agreement or other means to further protect and enhance Des Moines Creek.

Project Planning

- Review existing documentation.
- Identify data gaps and questions that need to be answered to address basin needs (i.e., water quality conditions, biological conditions).
- Plan for data collection, and identify data collection methods, analyses, locations, and frequency.

Data Collection

- Water quality sampling, including biologic index of biotic integrity (B-IBI).
- Biological surveys, including fish presence and/or spawning surveys.
- Maps, notes, photos, observations, and measurements.

Data Evaluation

- Quality Assurance/Quality Control for all data collected.
- Assess seasonal, or geographical data trends.
- Evaluate data anomalies and potential causes.
- Comparison of results to historical data.
- Comparison to standards, if applicable (i.e., water quality, beneficial uses, etc.).

Evaluate pollution sources and/or causes for deficiencies, if applicable, including whether the issue is basin-wide problem, or associated within an individual jurisdiction.

Basin Needs

- Develop preliminary alternative Activities and Projects. Activities and Projects could include the following:
 - In-stream habitat restoration
 - Bank stabilization
 - Water quality treatment facilities (retrofit of existing Basin Plan Restoration Projects, or new facilities)
 - Targeted education and outreach to address an identified issue
- Evaluate preliminary alternatives against project definition criteria to determine if Committee should consider implementation. Criteria include:
 - Provides a net-benefit to the Des Moines Creek Basin by improving a noted deficiency identified by collected data (i.e., water quality, habitat condition, or other aquatic health parameter).
 - Meets one or more of the collective goals of the Committee to address drainage, flooding, erosion and sedimentation, fish habitat degradation, and water quality problems throughout the Basin.
 - Is better addressed by the Committee than by an individual jurisdiction because of shared responsibility for the issue, shared resources for the solution, or other factors.
- Develop scopes and cost estimates for feasible Committee projects and actions.

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ESTIMATED TOTAL COST OVER 30 YEARS

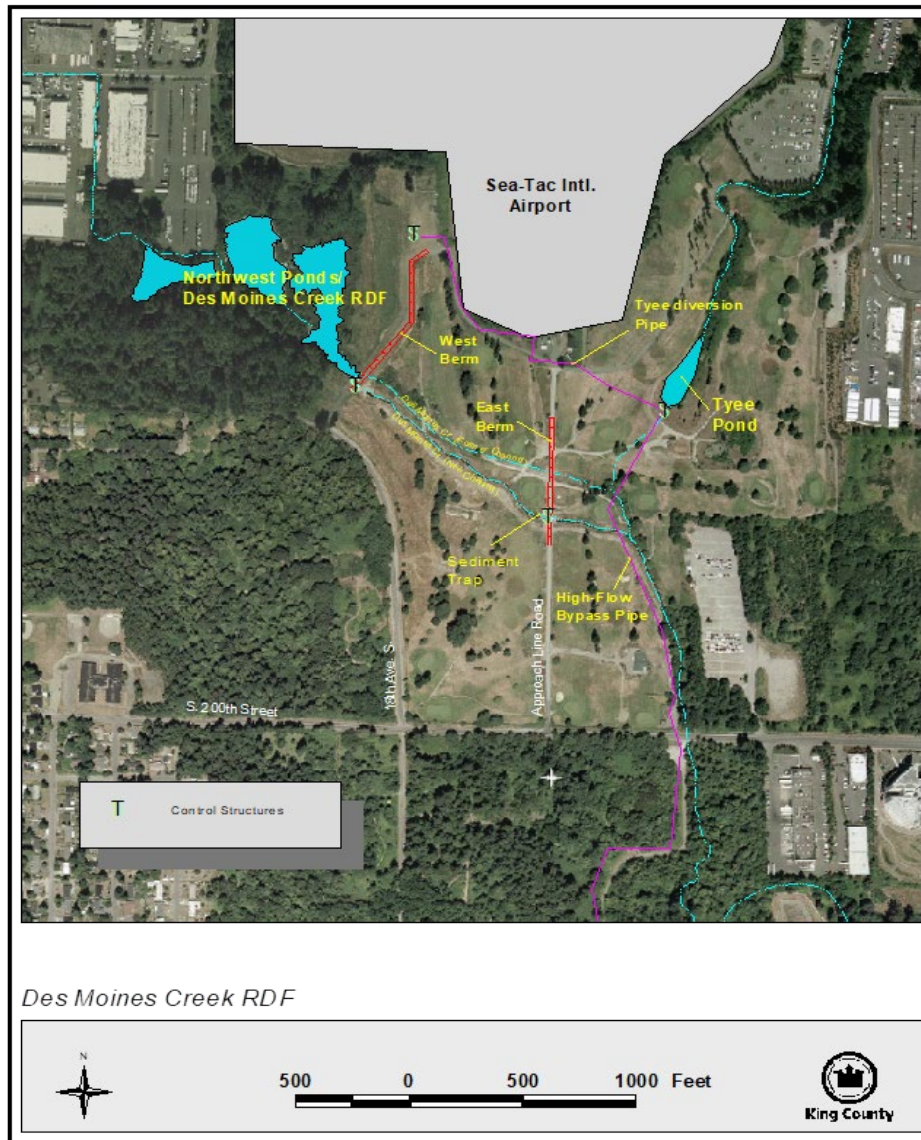
\$300,000 (In 2024 dollars)

Details are provided in Attachment 9.

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Attachment 8
Basin Plan Projects Map



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Des Moines Creek In-Stream Habitat Projects: 2007 - 2012

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**Attachment 9
O&M Fund Budget**

Task	Task Description	Estimated Task Frequency**	Total occurrences in 30 years	Cost per occurrence	Total 30-Year Cost in 2024 dollars
Evaluate RDF performance	Assess RDF storm overflow frequency at 25-year and 100-year events and evaluate maintenance and orifice sizing as needed.	Once in years 5, 10, 15, 20, 25, 30	6	\$240	\$1,440
Hydraulic Conveyance Systems	Remove debris from RDF trash racks	Twice-monthly	720	\$240	\$172,800
Hydraulic Conveyance Systems	Clean FCV 1 and 2	Annually	30	\$240	\$7,200
Hydraulic Conveyance Systems	Inspect (as needed) East Berm sediment trap and test for arsenic. Costs included in Annual Inspection.	Inspect in years 5, 10, 15, 20, 25, 30	6	N/A	
Hydraulic Conveyance Systems	Clean (as needed) East Berm sediment trap and test for arsenic	Inspect in years 5, 10, 15, 20, 25, 30	6	\$240	\$1,440
Hydraulic Conveyance Systems	Visually inspect RDF Conveyance System and other Structures (pipes, channels, energy dissipators, sediment traps, etc.). Costs included in Annual Inspection.	Annually	30	N/A	

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Task	Task Description	Estimated Task Frequency**	Total occurrences in 30 years	Cost per occurrence	Total 30-Year Cost in 2024 dollars
Hydraulic Conveyance Systems	Clean (as needed) RDF Conveyance System and other Structures (pipes, channels, energy dissipators, sediment traps, etc.) of debris	Assume cleaning needed every 5 years	6	\$960	\$5,760
Arsenic Containment Cap	Inspect gabions and drainage ditch for erosion. Costs included in Annual Inspection.	Annually	30	N/A	
Arsenic Containment Cap	Inspect cap for eroded soil cap, exposed steel wool or fabric- channels and berm slopes	Once in years 5, 10, 15, 20, 25, 30	6	\$3,000	\$18,000
RDF and Stream Vegetation Management	Assess vegetation- RDF and creek buffers	Annually	30	\$6,000	\$180,000
RDF and Stream Vegetation Management	Remove invasive vegetation	One week a year	30	\$9,600	\$288,000
RDF and Stream Vegetation Management	Remove trees within flight safety corridor and replant with appropriate species. Completed by the Port of Seattle.	Once in years 5, 10, 15, 20, 25, 30	6	NA	
Flow Diversion System	Remove sediment and debris from inflow structure	Monthly	360	\$240	\$86,400
Annual RDF Inspections	Inspect grates, control orifices, control manholes and vaults, overflow grates, outfalls, spillways, berm sideslope, signs of extensive erosion, slumping/ cracking of dam, signs of seepage or failure of appurtenance structures and fill out Dam Inspection Safety Inspection Form- Dam Safety Inspections	Annually	30	\$2,400	\$72,000

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Task	Task Description	Estimated Task Frequency**	Total occurrences in 30 years	Cost per occurrence	Total 30-Year Cost in 2024 dollars
Emergency Inspections	Complete all annual elements and assess spillway stilling basin and outlet energy dissipater, test moving parts, survey settlement monuments and review EAP.	3 times per 30 years	3	\$1,600	\$4,800
Dam Engineering Evaluation	Survey measurement of the settlement points	Annually	30	\$1,000	\$30,000
Maintain berm vegetation	Mow east and west berms	Twice per year	60	\$3,100	\$186,000
Inspect By-Pass Pipe, Tyee Diversion Pipe & Outfall Interior	CCTV inspection	Once in years 8, 16, 24,	3	\$20,000	\$60,000
Inspect outfall	Video inspection of the Puget Sound outfall diffuser exterior - Assumes using King County assets	Once every 10 years beginning year 2	3	\$10,000	\$30,000
Inspect By-pass and Diversion Pipes	Open and Inspect Interior of Manholes, vaults and overflow grates	Annually	30	\$1,850	\$55,500
Stream Bank	Inspect bank to ensure erosion does not encroach pipeline	Annually	30	\$650	\$19,500
Maintain Kiosk Signs	Repair for vandalism and as otherwise needed (Assumes 16 manhours to accomplish, crew of 2)	Once in years 5, 10, 15, 20, 25, 30	6	\$925	\$5,550

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Task	Task Description	Estimated Task Frequency**	Total occurrences in 30 years	Cost per occurrence	Total 30-Year Cost in 2024 dollars
Creek Habitat Monitoring-Creek Reach	Evaluate effectiveness of constructed improvements, assess creek geometry health and recommend improvements. Assumes contracted work. Includes creek reach in RDF.	Once in years 5, 10, 15, 20, 25, 30	6	\$20,000	\$120,000
Flow Gage Monitoring	Monitor and report flow from 4 gages	Annually	30	\$10,000	\$300,000
Vegetation Monitoring and Control Plan	Conduct reconnaissance, map invasives, identify replacement plant assemblages	Once in yr 2	1	\$30,000	\$30,000
Vegetation Control	Remove invasive plants- assumes WCC crew, one week per occurrence	Once in years 3, 4, and 5.	3	\$6,500	\$19,500
Vegetation Restoration	Replant native plants in areas where invasives were removed, one week per occurrence (\$6500 labor, \$5000 Plants)	Once in years 3, 4, and 5.	3	\$11,500	\$34,500
Restoration Monitoring	Document success of invasive control and restoration efforts	Biannually starting yr 5	13	\$10,000	\$130,000
Restoration Adaptation	Remove invasives and replant, where monitoring indicates	Every 4 yrs starting yr 7	6	\$6,500	\$39,000
Develop Education and Outreach Plan	Identify outreach goals, criteria for committee funded activities, and website content. (\$1,600 costs included with Basin Coordinator funding)	Once	1	NA	NA
Website Development	Prepare content and design Des Moines Creek Basin website	Once	1	\$10,000	\$10,000

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Task	Task Description	Estimated Task Frequency**	Total occurrences in 30 years	Cost per occurrence	Total 30-Year Cost in 2024 dollars
Website Updates	Update website annually	Annually starting yr 2 after Task 31	29	\$2,000	\$58,000
Committee Funded Education and Outreach Event	One community funded event to be determined each year.	Annually	30	\$5,000	\$150,000
Basin Needs Assessment	Review, plan, identify gaps, collect and evaluate data, and propose project actions to address basin deficiencies identified by the data.	Every 7 years starting in yr 7	4	\$75,000	\$300,000
O&M Coordinator	Staff functions as described in ILA	Annually	30	\$32,000	\$960,000
Treasurer	Staff functions as describer in ILA	Annually	30	\$3,500	\$105,000
Total Operations and Maintenance					\$3,480,390

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Attachment 10

Replacement and Improvement Fund Budget

Task	Task Description	No. Events in 30 Years	Estimated Task Frequency	Unit	Quantity Per Event	Cost Per Unit (2024)	Total Cost 2024 Dollars
Regional Detention Facility							
East Berm and West Berm Spillway Repair	Minor grading, add surface material with compaction and repair bank erosion	3	10, 20, 30	ea	1	\$32,400	\$97,200
East Berm and West Berm Embankment Restoration	Install riprap, make miscellaneous repairs	3	10, 20, 30	ea	1	\$2,000	\$6,000
Replace Dam Filter Diaphragm over RDF and Channel outfall pipes	Not included in ILA Cost estimates	3	10, 20, 30	ea	1	\$10,000	\$30,000
Tyee Diversion Pipeline Gabion Outfall Pad Repair/Replacement	Submerged gabions in outfalls to ponds- Tyee Diversions outfall to RDF	1	10	ea	1	\$12,500	\$12,500
Energy Dissipator Replacement at RDF Outfalls	downstream of RDF (west berm) and channel(east berm) outfalls	3	10,20,30	ea	1	\$18,261	\$54,783
Flow Control Vault w/ Baffle Repair	Flow Control Vaults #1 and #2	2	10, 20	ea	1	\$50,000	\$100,000
Trash rack replacements		3	10, 20, 30	ea	10	\$4,330	\$129,900
East berm trash rack replacement		1	10	ea	1	\$65,000	\$65,000
Total RDF							\$495,383

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Task	Task Description	No. Events in 30 Years	Estimated Task Frequency	Unit	Quantity Per Event	Cost Per Unit (2024)	Total Cost 2024 Dollars
Bypass							
Replace Lined Corrugated PE Storm Sewer Pipe - 18 in.	Tyee Pond Inlet to MH7	1	20	lf	20	\$364	\$7,273
Replace Lined Corrugated PE Storm Sewer Pipe - 24 in.	MH6 to MH11, MH53 to MH59	1	20	lf	372	\$419	\$156,028
Replace Lined Corrugated PE Storm Sewer Pipe - 30 in.	MH11 to MH21	1	20	lf	694	\$437	\$303,486
Replace Lined Corrugated PE Storm Sewer Pipe - 36 in.	MH21 to MH24	1	20	lf	165	\$520	\$85,727
Replace Reinforced Concrete Sewer Pipe - 24 in.	MH 24-52	1	15	lf	1411	\$520	\$733,099
Construct 4,700 LF New Pressurized Bypass Line/Replace Old Line	30" line, incl. new MH	1	20	ls	1	\$3,067,700	\$3,067,700
Repairs to Bypass Inlet at Tyee Pond, trash rack replacement		1	15	ea	1	\$5,000	\$5,000
Install Manholes for access to (Historic) Pressurized Bypass Pipeline reach Downstream of MH#59, Midway Sewer		1	5	ea	16	\$15,700	\$251,200
Refurbish existing access to (Historic) Pressurized Bypass Pipeline reach Downstream of MH#59, Midway Sewer		1	5	ea	4	\$5,000	\$20,000

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Task	Task Description	No. Events in 30 Years	Estimated Task Frequency	Unit	Quantity Per Event	Cost Per Unit (2024)	Total Cost 2024 Dollars
Replace manholes	Assume A-1	1	10	ea	2	\$15,700	\$31,400
Remove/ replace marine outfall	Not included in ILA Cost Estimates. To be funded through separate agreement as needed.	0		ls	0		
Repair gabion at base of pipe outflow mid-reach		2	15,30	ea	1	\$2,000.00	\$2,000
Total Bypass							\$4,664,914
Stream							
Replace Bed Control Logs		1	10	ea	1	\$20,725	\$20,725
Replace Channel Bank Support Logs	Run parallel to stream bed	1	10	ea	1	\$20,725	\$20,725
Replacement of trail kiosks		1	10	ls	1	\$5,000	\$5,000
New stream LWD stream structures per survey recommendations	Not included in ILA Cost Estimates. To be funded through separate capital project agreement as needed.						
Total Stream							\$46,450
Total Replacement and Improvement							\$5,206,747

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Attachment 11

Contribution Amounts Based on Impervious Surface Calculations

Basin Areas, Percent Impervious Surfaces and Contribution Amounts						
Jurisdiction	Total Basin Area (acres)	Impervious Area (acres)	Percent Impervious	O&M Fund Annual Contributions	Replacement and Improvement Fund Annual Contributions	Total Contribution Amounts
SeaTac	1423.2	730.9	46.14%	\$27,685	\$83,054	\$110,739
Des Moines	746.6	263.7	16.65%	\$9,989	\$29,968	\$39,957
Port of Seattle	1250.3	589.4	37.21%	\$22,326	\$66,978	\$89,304
Total	3420.1	1584.0		\$60,000	\$180,000	\$240,000

1. Impervious surface areas based on 2017 Forterra landcover with analysis provided by the City of SeaTac.
2. SeaTac and Des Moines areas exclude properties owned by the Port of Seattle.
3. Port of Seattle area excludes approximately 249 acres of the Airport's Industrial Wastewater System which drains directly to the Puget Sound.
4. Total basin area excludes approximately 146 acres within the Cities and Burien and Normandy Park.

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AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: King County Flood Reduction
Grant Amendment

AGENDA OF: October 24, 2024

DEPT. OF ORIGIN: Public Works

ATTACHMENTS:

DATE SUBMITTED: October 16, 2024

1. Amendment to Grant Award
2. Agreement for Award of Flood Reduction Grant Funds; 2021

CLEARANCES:

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

APPROVED BY CITY MANAGER
FOR SUBMITTAL: 

Purpose and Recommendation:

The purpose of this Agenda Item is to seek City Council acceptance of the King County Flood Control District's Flood Reduction Grant Amendment (Attachment 1), which modifies funding for the Massey Creek Pocket Estuary Restoration/Fish Passage Project and Marine View Drive South Pond Retrofit Project. The following motion will appear on the Consent Agenda:

Suggested Motion

Motion: "I move to accept the King County Flood Control District's Flood Reduction Grant Amendment for the Massey Creek Pocket Estuary Restoration/Fish Passage Project and the Marine View Drive South Pond Retrofit Project and authorize the City Manager to sign the Grant Amendment substantially in the form as submitted."

Background

The City applied for a Flood Reduction Grant opportunity in the Summer of 2021. Two projects were presented; the Massey Creek Pocket Estuary Restoration/Fish Passage Project and the Redondo Creek Pipe Project. The King County Flood Control District voted to award both projects in the amounts of \$365,000 and \$25,000, respectively. The City certified the funding by approving an Agreement for Award of Flood Reduction Grant funds (Attachment 2) at the October 21, 2021 City Council meeting. The grant agreement is in effect until December 31, 2024. Since the time of award approval, the Redondo Creek Pipe Project has been completed and has been reimbursed the \$25,000 award amount.

The grant scope for Massey Creek Pocket Estuary Project was to improve riparian vegetation, remove armoring and fill, increase nearshore habitat, and enhance the pocket estuary and stream mouth. The awarded grant provided funding for site assessment, 60% design, and permitting phases. To date the Massey Creek Estuary project completed ~33% of the grant scope and produced the deliverable of conceptual design alternatives. Unanticipated challenges on the Massey Creek Estuary project have resulted in delayed design progress and project reprioritization. An opportunity for a public/private partnership has been tabled for the foreseeable future and a significant utility conflict presents a scope-impacting challenge.

Nearby and upstream of the Massey Creek Project is another project in the Surface Water Utilities six-year Capital Improvement Project plan, the Marine View Drive South Pond Retrofit project. This project will bring the vintage stormwater pond located at 22741 Marine View Drive South to current standards for water quality and flow control. This project is also highlighted as a priority in the Stormwater Management Action Plan developed for the Lower Massey Creek Basin.

Discussion

Given the unanticipated challenges and delay of schedule of the Massey Creek Estuary project, City Staff reached out to the King County grant administrators with a request for three grant amendments.

Proposed grant amendments:

- 1) Completion Date adjustment from 12/31/2024 to 12/31/2025.
- 2) Of the \$244,000 of unspent grant funding, shift \$225,000 towards the 100% design of the Marine View Drive South Pond Retrofit Project.
- 3) With the remaining \$19,000 of unspent grant funding, develop a project package for the conceptual design deliverables of the Massey Creek Estuary project, to be set aside for future opportunities within this project area.

The King County grant administrators have provided authorization to move forward the proposed grant amendments above and have drafted the Amendment to Grant Award (attachment 1).

Alternatives

The City Council could elect not to accept the Flood Reduction Grant amendment. As a result, the full amount of the remaining funds would remain allocated to the Massey Creek Estuary project, and an amendment for a date extension would still be required

Financial Impact

With an approved grant amendment, \$225,000 of the unspent grant funding would be transferred from the Massey Creek Estuary CIP to the Marine View Drive South project. An additional \$50,000 from the Surface Water Utility Fund would also be transferred to the Marine View Drive South project to support achieving 100% design in 2025.

Recommendation

Staff recommends approval of the proposed motion.

Council Committee Review

The Environment Committee has been routinely updated on the status and programming of these projects.

AMENDMENT TO GRANT AWARD

Project Name:	Massey Creek Pocket Estuary Restoration/ Fish Passage		
Grant Recipient:	City of Des Moines	Agreement No.:	4.21.16
Primary Contact:	Tyler Beekley	Amendment Date:	9/27/2024
Email:	TBeekley@desmoineswa.gov	Amendment No.:	1

AMENDMENT REQUESTED BY:**AMENDMENT WRITTEN BY:**

Name:	Tyler Beekley	Name:	Kim Harper
Title:	Surface Water & Env. Engineering Manager	Title:	KC WLRD Grant Administrator

AMENDMENT EFFECTS:

- Time of Performance
- Distribution of Award Among Budget Line Items
- Change to Scope of Work

This amendment extends the expiration date of the grant agreement, changes the distribution of the grant award among the budget line items, and adds a new task to the Scope of Work. The changes are as follows:

Change #1 – Introductory Paragraph of Grant Agreement**READS:**

This Agreement shall be in effect from the date of execution to December 31, 2024.

TO READ:

This Agreement shall be in effect from the date of execution to December 31, 2025.

Change #2 – Paragraph 3.6 of Grant Agreement**READS:**

The Project shall be completed by no later than December 31, 2024.

TO READ:

The Project shall be completed by no later than December 31, 2025.

Change #3 – Exhibit B-1: Scope of Work Table

READS:

TASKS	ACTIVITIES AND DELIVERABLES	APPROX. PERCENT OF AWARD	MONTH/YEAR TASK WILL BE COMPLETED
Task 1: Project Administration (Required task)	Submit reimbursement request forms, backup documentation for billing, and progress reports at least every 6 months. Submit a Fiscal Closeout form and a Closeout Report form with the final reimbursement request.	4%	September 2024
Task 2: Property Acquisition	We have acquired Parcel #1722049091 to complete this project.	0%	September 2021
Task 3: Site Assessment	We will hire a consultant to complete a site assessment. Deliverable will include a site assessment report as well as a feasibility study.	0%	March 2022
Task 4: Critical Area Report & Permitting	We will hire a consultant to complete a critical area report for the project area for permitting purposes. Deliverables will include a Critical Area Report and all necessary approved permits.	27%	September 2023
Task 5: Project Design	We will hire a consultant to complete the project design for this work. Deliverable will be a stamped and approved 60% design by the Public Works Director.	69%	September 2023

TO READ:

TASKS	ACTIVITIES AND DELIVERABLES	APPROX. PERCENT OF AWARD	MONTH/YEAR TASK WILL BE COMPLETED
Task 1: Project Administration (Required task)	Submit reimbursement request forms, backup documentation for billing, and progress reports at least every 6 months. Submit a Fiscal Closeout form and a Closeout Report form with the final reimbursement request.	4%	December 2025
Task 2: Property Acquisition	The City acquisition or partial acquisition of Parcel #1722049091 is needed to complete this project.	0%	December 2025
Task 3: Site Assessment	We will hire a consultant to complete a site assessment. Deliverable will include a site assessment report as well as a feasibility study.	29%	December 2024
Task 4: Critical Area Report & Permitting	We will hire a consultant to complete a critical area report for the project area for permitting purposes. Deliverables will include a Critical Area Report and all necessary approved permits.	0%	December 2025
Task 5: Project Design – Conceptual Design of Estuary	We will hire a consultant to complete the conceptual design for the estuary portion of this work. Deliverable will be a stamped conceptual design by the Public Works Director.	5%	December 2025
Task 6: Project Design – 100% Design of Pond	Hire a consultant to complete the 100% design of the Massey Creek Pond retrofit.	62%	December 2025

This document has been approved as to form by the King County Prosecuting Attorney's Office as of May 1, 2023.

IN WITNESS HEREOF, THE PARTIES HERETO HAVE CAUSED THIS AMENDMENT TO BE EXECUTED AND INSTITUTED ON THE DATE WRITTEN ABOVE.

King County, Washington

RECIPIENT

By _____

By _____

Title _____

Title _____

Date _____

Date _____

Project Name:
 Project No. 1: Massey Creek Pocket Estuary Restoration/Fish Passage Project
 Project No. 2: Redondo Creek Pipe Project

Award Number:
 4.21.16
 4.21.31

**AGREEMENT FOR AWARD OF
 FLOOD REDUCTION GRANT FUNDS
 BETWEEN THE CITY OF DES MOINES AND KING COUNTY**

This Agreement is made between King County, a municipal corporation, and the **City of Des Moines** (“Recipient”) (collectively referred to as the “parties” and in the singular “party”), for the purposes set forth herein. This Agreement shall be in effect from the date of execution to **December 31, 2024**.

Project Contacts:

Contact for King County: Kim Harper, Grant Administrator, 206-477-6079,
Kim.harper@kingcounty.gov.

Primary Contact for Recipient: Ben Stryker, Project Manager, 206-870-6523,
Bstryker@desmoineswa.gov.

SECTION 1. RECITALS

- 1.1 Whereas, the King County Flood Control District (“District”) is a quasi-municipal corporation of the State of Washington, authorized to provide funding for flood control and stormwater protection projects and activities; and
- 1.2 Whereas King County is the service provider to the District under the terms of an interlocal agreement ("ILA") by and between King County and the District, dated February 17, 2009, as amended, and as service provider implements the District's annual work program and budget; and
- 1.3 Whereas, on November 12, 2013, the District’s Board of Supervisors passed Resolution FCD2013-14 which established a Flood Reduction Grant Program and criteria for awarding grant funding for projects, and on November 4, 2020, the Board passed Resolution FCD2020-22, which authorized an allocation of \$12,000,000 from the District’s 2021 budget to fund flood reduction projects; and
- 1.4 Whereas, on September 14, 2021 the District’s Board of Supervisors passed Resolution FCD2021-10, which approved the flood reduction projects described in Attachment A to that Resolution; and
- 1.5 Whereas, in accordance with the terms of these Resolutions, and in its capacity as service provider to the District, King County has established policies and procedures for administering the flood reduction grant program, a copy of which has been furnished to Recipient and which is incorporated herein by this reference (hereinafter “Grant Policies and Procedures”); and

Project Name:	Award Number:
Project No. 1: Massey Creek Pocket Estuary Restoration/Fish Passage Project	4.21.16
Project No. 2: Redondo Creek Pipe Project	4.21.31

- 1.6 Whereas, the Recipient submitted an application to receive funds for projects to be funded by the Flood Reduction Grant Program; and
- 1.7 Whereas the District’s Board of Supervisors approved funding of Recipient’s application for the projects (“Projects”), as described in Attachment A to Resolution FCD2021-10 in the amount of **\$390,000** (“Award”) as follows: \$365,000 for the Project titled “Massey Creek Pocket Estuary Restoration/Fish Passage Project”, and \$25,000 for the Project titled “Redondo Creek Pipe Project”; and
- 1.8 Whereas King County has received a Scope of Work and a Budget for the Project from the Recipient and has determined that the Scopes of Work, attached hereto and incorporated herein as Exhibit B-1 and B-2, collectively referred to as “Scopes of Work”, and the Budgets, attached hereto and incorporated herein as Exhibit C (“Budget”), are consistent with the Grant Policies and Procedures, the Recipient’s application for the Project, and the Resolution approving funding for the Project; and
- 1.9 Whereas, King County and the Recipient desire to enter into this Agreement for the purpose of establishing the terms and conditions under which King County will provide funding from the District in accordance with Resolution FCD2021-10, and the Grant Policies and Procedures, and under which the Recipient will implement the Projects.

SECTION 2. AGREEMENT

- 2.1. The Recitals are an integral part of this Agreement and are incorporated herein by this reference.
- 2.2. King County agrees to pay the Award amount to Recipient in the total amount of **\$390,000** from District funds. The Award shall be used by the Recipient solely for the performance of the Projects, as described in Exhibit A to this Agreement. Exhibit A, attached hereto and incorporated herein by this reference, contains a description of the Projects as described in Attachment A to Resolution FCD2021-10. King County shall pay the Recipient in accordance with the terms of the Grant Policies and Procedures.
- 2.3. The Recipient represents and warrants that it will only use the Award for the Scope of Work of this Agreement and in accordance with the Project Budgets. The Recipient shall be required to refund to King County that portion of the Award which is used for work or tasks not included in the Scopes of Work. Further, the Recipient agrees that King County may retain any portion of the Award that is not expended or remains after completion of the Scopes of Work and issuance of the Final Reports, as further described below.
- 2.4. Activities carried out for these Projects and expenses incurred by the Recipient may predate the execution date of this Agreement provided that 1) they have been identified

Project Name:	Award Number:
Project No. 1: Massey Creek Pocket Estuary Restoration/Fish Passage Project	4.21.16
Project No. 2: Redondo Creek Pipe Project	4.21.31

by Recipient as being within the scopes of numbers 2) and 3) below, and have been approved by King County as being within such scopes; 2) the activities are specified in the Scopes of Work of this Agreement; 3) the expenses are incurred in carrying out the Scope of Work and are authorized by the Award as identified in the Budgets of this Agreement; 4) the activities occur after the District passes a resolution approving an award for the Projects; 5) such activities and expenses otherwise comply with all other terms of this Agreement; and 6) reimbursements shall be paid to the Recipient only after this Agreement has been fully executed.

- 2.5. The Recipient shall invoice King County for incurred expenses for each project using the Request for Payment form and Progress Report form for those documented and allowable expenses identified in the Budgets and according to the rules set forth in the Grant Policies and Procedures. Blank forms shall be provided to the Recipient by King County upon execution of this Agreement. Progress reports for each project (with or without requests for payment) shall be made no less frequently than every six months after the effective date of this Agreement nor more frequently than every three months after the aforementioned date. A Progress Report form shall be submitted with all payment requests. A one- time advance of no more than 25% of the Award amount may be allowed, in the discretion of King County, for expenses anticipated to be incurred in the three months following the date of submission of the advance Request for Payment only for work that is included in the Scopes of Work of this Agreement, and identified as such in the Request for Payment. Documentation of payments made from the advance payment shall be submitted to King County prior to any further requests for payment.
- 2.6. The Recipient shall be required to submit to King County a final report for each Project which documents the Recipient's completion of the work in conformance with the terms of this Agreement within thirty (30) days after the completion of the work. The final reports may be submitted on the Final Report form unless a more detailed final report is specified in the scopes of work. A blank form shall be provided to the Recipient by King County upon execution of this Agreement. Each final report shall include a summary of each Project's successes and shall address the flood reduction benefits accomplished by the work.
- 2.7. The Recipient's expenditures of Award funds shall be separately identified in the Recipient's accounting records. If requested, the Recipient shall comply with other reasonable requests made by King County with respect to the manner in which Project expenditures are tracked and accounted for in the Recipient's accounting books and records. The Recipient shall maintain such records of expenditures as may be necessary to conform to generally accepted accounting principles as further described in Section 2.8 below, and to meet the requirements of all applicable state and federal laws.
- 2.8. The Recipient shall be required to track project expenses using the Budget Accounting and Reporting System for the State of Washington ("BARS") or Generally Accepted

Project Name:	Award Number:
Project No. 1: Massey Creek Pocket Estuary Restoration/Fish Passage Project	4.21.16
Project No. 2: Redondo Creek Pipe Project	4.21.31

Accounting Principles set forth by the Financial Accounting Standards Board or by the Governmental Accounting Standards Board.

- 2.9. King County or its representative, and the District or its representative, shall have the right from time to time, at reasonable intervals, to audit the Recipient's books and records in order to verify compliance with the terms of this Agreement. The Recipient shall cooperate with King County and the District in any such audit.
- 2.10. The Recipient shall retain all accounting records and project files relating to this Agreement in accordance with criteria established by the Washington State Archivist Local Government Common Records Retention Schedule (CORE) as revised.
- 2.11. The Recipient shall ensure that all work performed by its employees, agents, contractors or subcontractors is performed in a manner which protects and safeguards the environment and natural resources and which is in compliance with local, state and federal laws and regulations. The Recipient shall implement an appropriate monitoring system or program to ensure compliance with this provision.
- 2.12. The Recipient agrees to indemnify, defend and hold harmless King County, and the District, their elected or appointed officials, employees and agents, from all claims, alleged liability, damages, losses to or death of person or damage to property arising out of any acts or omissions of the Recipient, its employees, agents, contractors or subcontractors in performing its obligations under the terms of this Agreement.
- 2.13. The Recipient agrees to acknowledge the District as a source of funding for the Projects on all literature, signage or press releases related to the Project. The Recipient may obtain from King County a District logo that may be used in the acknowledgement.

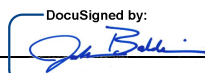
SECTION 3. GENERAL PROVISIONS

- 3.1. This Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns.
- 3.2. This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof. No prior or contemporaneous representation, inducement, promise or agreement between or among the parties which relate to the subject matter hereof which are not embodied in this Agreement shall be of any force or effect.
- 3.3. No amendment to this Agreement shall be binding on any of the parties unless such amendment is in writing and is executed by the parties. The parties contemplate that this Agreement may from time to time be modified by written amendment which shall be executed by duly authorized representatives of the parties and attached to this Agreement.

- 3.4. Each party warrants and represents that such party has full and complete authority to enter into this Agreement and each person executing this Agreement on behalf of a party warrants and represents that he/she has been fully authorized to execute this Agreement on behalf of such party and that such party is bound by the signature of such representative.
- 3.5. The Projects shall be completed by no later than **December 31, 2024**. In the event that the Projects are not completed by this date, King County has the discretion, but not the obligation, to terminate this Agreement and retain any unexpended Award funds.
- 3.6. This Agreement may be signed in multiple counterparts.
- 3.7. If any provision of this Agreement shall be wholly or partially invalid or unenforceable under applicable law, such provision will be ineffective to that extent only, without in any way affecting the remaining parts or provision of this Agreement, and the remaining provisions of this Agreement shall continue to be in effect.
- 3.8. The amount of the Award has been fully funded by the District. To the extent that funding of the Award requires future appropriations by the District, King County's obligations are contingent upon the appropriation of sufficient funds by the Board of Supervisors of the District to complete the Scope of Work. If no such appropriation is made, this Agreement will terminate at the close of the appropriation year for which the last appropriation that provides funds under this Agreement was made.

KING COUNTY:

RECIPIENT:

By  _____
DocuSigned by:
207AF316BF0B4B6...

By  _____

Name Josh Baldi

Name Michael Matthias

Title Division Director, WLRD, DNRP

Title City Manager

Date 10/27/2021

Date 10/26/2021

Approved as to Form:

/s/ Tim George
City Attorney

October 25, 2021

Project Name:
 Project No. 1: Massey Creek Pocket Estuary Restoration/Fish Passage Project
 Project No. 2: Redondo Creek Pipe Project

Award Number:
 4.21.16
 4.21.31

EXHIBIT A: PROJECT DESCRIPTION

PROJECT NAME	RECIPIENT	DESCRIPTION	LEVERAGE	AWARD
Massey Creek Pocket Estuary Restoration/Fish Passage Project	City of Des Moines	This project will improve riparian vegetation, remove armoring and fill, increase nearshore habitat, and enhance pocket estuaries and stream mouths. This will be accomplished by removing 300 feet of rock lined stream bank and small jetty, abandoning two long box culverts that are identified as a fish barrier, daylighting 500 feet of stream & riparian vegetation, and creating a pocket estuary at the new mouth of the creek. This grant proposal will carry this project through the property acquisition, site assessment, 60% design, and permitting required to complete this project.	\$1,165,000	\$365,000
Redondo Creek Pipe Project		This project will upgrade the storm ditch system and cage structure near the intersection of Redondo Way S & Sound View Dr S to reduce flood impact on Redondo Way S during large storm events. This project includes the stream bed restoration of approximately 50 ft of stream in the ravine area to the east. This project also includes the piping of approximately 20 ft of ditch-line and tight-lining an existing storm conveyance to a new storm structure.	\$1,967	\$25,000
TOTALS			\$1,166,967	\$390,000

EXHIBIT B-1: Scope of Work for Massey Creek Pocket Estuary Restoration/Fish Passage

Project

TASKS	ACTIVITIES AND DELIVERABLES	APPROX. PERCENT OF AWARD	MONTH/YEAR TASK WILL BE COMPLETED
Task 1: Project Administration (Required task)	Submit reimbursement request forms, backup documentation for billing, and progress reports at least every 6 months. Submit a Fiscal Closeout form and a Closeout Report form with the final reimbursement request.	4%	September 2024
Task 2: Property Acquisition	We have acquired Parcel #1722049091 to complete this project.	0%	September 2021
Task 3: Site Assessment	We will hire a consultant to complete a site assessment. Deliverable will include a site assessment report as well as a feasibility study.	0%	March 2022
Task 4: Critical Area Report & Permitting	We will hire a consultant to complete a critical area report for the project area for permitting purposes. Deliverables will include a Critical Area Report and all necessary approved permits.	27%	September 2023
Task 5: Project Design	We will hire a consultant to complete the project design for this work. Deliverable will be a stamped and approved 60% design by the Public Works Director.	69%	September 2023

Project Name:
 Project No. 1: Massey Creek Pocket Estuary Restoration/Fish Passage Project
 Project No. 2: Redondo Creek Pipe Project

Award Number:
 4.21.16
 4.21.31

EXHIBIT B-2: Scope of Work for Redondo Creek Pipe Project

TASKS	ACTIVITIES AND DELIVERABLES	APPROX. PERCENT OF AWARD	MONTH/YEAR TASK WILL BE COMPLETED
Task 1: Project Administration (Required task)	Submit reimbursement request forms, backup documentation for billing, and progress reports at least every 6 months. Submit a Fiscal Closeout form and a Closeout Report form with the final reimbursement request.	14%	December 2022
Task 2: Project Survey	We have hired a consultant to complete a professional survey of the project area. Deliverable will be a base map for design that shows grade breaks, limits of shrubs, vegetation and landscaping limits, utility access points, sub-surface utility locations, and a stream OHWM delineation.	0%	May 2021
Task 3: Project Design	We will be completing design in-house. Using the basemap from Task 2, we will design a sediment trap & ditch pipe work using the King County Surface Water Design Manual. Deliverable will be a stamped 100% project design approved by the Des Moines Public Works Director.	0%	July 2021
Task 4: Critical Area Report & Permitting	We have hired a consultant to complete a critical area report for the project area for permitting purposes. We will complete permit applications in-house. Deliverables will include a Critical Area Report and approved permits from City of Des Moines & the Department of Fisheries and Wildlife.	21%	December 2021
Task 5: Project Construction	We will have our Public Works Crew dredge & restore approximately 50 feet of the ephemeral stream and install a sediment trap for habitat enhancement & sediment removal. They will also pipe 20 feet of drainage ditch leading to the cage structure. Deliverable will be as-built construction report with photos.	65%	September 2022

EXHIBIT C: BUDGET

Budget Item	Grant Award Amount		
	Massey Creek Pocket Estuary Restoration/Fish Passage Project	Redondo Creek Pipe Project	Totals
Staffing	\$15,000	\$1,967	\$16,967
Project Supplies		\$3,465	\$3,465
Commercial Services	\$350,000	\$19,568	\$369,568
Total	\$365,000	\$25,000	\$390,000

AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: Grant Acceptance: Passenger Ferry Study

FOR AGENDA OF: October 24, 2024

DEPT. OF ORIGIN: Marina

ATTACHMENTS:

DATE SUBMITTED: October 17, 2024

1. Federal Interagency Agreement no. F24-51701-006 between the Washington Department of Commerce and the City of Des Moines

CLEARANCES:

- City Clerk *JK*
- Community Development _____
- Courts _____
- Emergency Management _____
- Finance *EMM*
- Human Resources _____
- 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 accept the \$160,000 grant awarded by the Washington State Department of Commerce to fund a Community Engagement Study, an Economic & Environmental Analysis Study, and a study of secondary transportation options related to Electric Water Taxi service from Des Moines to downtown Seattle and possible other routes.

Suggested Motion

Motion 1: "I move to approve the Federal Interagency Agreement accepting grant funds of \$160,000 for passenger ferry service studies, and authorize the City Manager to sign the agreement substantially in the form presented."

Background

In the summer of 2022, the City of Des Moines utilized ARPA funding to support a pilot ferry/water taxi program, which provided shuttle service between Des Moines and Seattle with four sailings in each direction.

Since the pilot program in 2022 the City of Des Moines has been engaged in discussions with King County Metro Marine Division to add the City of Des Moines to their marine transit routes, thus providing permanent, regularly scheduled ferry service between Seattle and Des Moines.

Discussion

The City of Des Moines was recently awarded a \$160,000 grant from the Washington State Department of Commerce, aimed at conducting an in-depth study to explore the benefits of implementing passenger-only ferry service to the City. Building on the insights gained from the 2022 water taxi pilot project, this study will provide valuable data in three areas: community engagement, economic impact, and secondary transportation benefits.

The City has been in active discussions with the King County Metro Marine Division to explore the feasibility of including Des Moines in the regional marine transit network. Part of that discussion revolves around our community's attributes that make it an attractive destination for King County marine transit expansion. This expansion would provide permanent, regularly scheduled ferry service between Des Moines and Seattle, enhancing accessibility and positioning Des Moines as an attractive destination within the transit system.

The study funded by this grant will serve as a critical component in assessing and quantifying the benefits of ferry service. By examining the economic impact on local businesses, potential transit improvements for underserved communities, and general demographic insights, the study will provide the data on whether permanent ferry service in Des Moines is warranted.

This is an opportunity to leverage State resources to produce actionable data that can support future transit and development initiatives. The grant will completely fund the study to quantify the benefits of adding service.

Alternatives

The Council may decline to accept the grant funding. If the grant is not approved, no studies will be undertaken.

Financial Impact

Accepting the grant will provide \$160,000 in otherwise unavailable funds to the City.

Recommendation

Staff recommends that the Council accept the \$160,000 in grant funding.



Federal Interagency Agreement with

City of Des Moines

through

Energy Efficiency and Electrification program, Clean Buildings

**Contract Number:
F24-51701-006**

For

Community engagement and environmental analysis for Electric Taxi Initiative

Dated: Friday, October 11, 2024

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Face Sheet

Research & Development: Yes No

Contract Number: F24-51701-006

**Energy Division, Clean Buildings, Energy Efficiency & Electrification
Energy Efficiency and Conservation Block Grant**

Subrecipient
 Contractor

1. Contractor City of Des Moines 21630 11 th Avenue S, Suite A Des Moines, WA 98198		2. Contractor Doing Business As (as applicable) N/A	
3. Contractor Representative Katy Bevengi, Assistant Harbormaster (206) 870-9149 KBevegni@desmoineswa.gov		4. COMMERCE Representative Kristen Kalbrener Program Manager (360)515-8112 Kristen.kalbrener@commerce.wa.gov	
5. Contract Amount \$160,000		6. Funding Source Federal: <input checked="" type="checkbox"/> State: <input type="checkbox"/> Other: <input type="checkbox"/> N/A: <input type="checkbox"/>	
7. Start Date 10/11/2024		8. End Date 12/30/25	
9. Federal Funds (as applicable) \$160,000		Federal Agency: U.S Dept. of Energy	
ALN 81.128		Indirect Rate N/A	
10. Tax ID # 91-6016496	11. SWV # SWV0000307	12. UBI # xxxxxxxx	13. UEI # NY7AZ9H2VK25
14. Contract Purpose The City of Des Moines is conducting community engagement, environmental and transportation analyses re: a planned electric ferry between the Des Moines Marina and downtown Seattle. Cost start date of 5/23/2024 is the date award letter was signed.			
COMMERCE, defined as the Department of Commerce, and the Contractor, as defined above, acknowledge and accept the terms of this Contract and Attachments and have executed this Contract on the date below and warrant they are authorized to bind their respective agencies. The rights and obligations of both parties to this Contract are governed by this Contract and the following other documents incorporated by reference: Contractor Terms and Conditions including Attachment "A" – Scope of Work, Attachment "B" – Budget			
FOR CONTRACTOR _____ Katy Bevengi, Assistant Harbormaster _____ Date		FOR COMMERCE _____ Michael Furze, Assistant Director, Energy Division _____ Date APPROVED AS TO FORM ONLY BY ASSISTANT ATTORNEY GENERAL APPROVAL ON FILE	

Special Terms and Conditions

1. AUTHORITY

COMMERCE and Grantee enter into this Contract pursuant to the authority granted by the Interlocal Cooperation Act, Chapter 39.34 RCW.

2. ACKNOWLEDGEMENT OF FEDERAL FUNDING

Federal Award Date: 10/1/2023
Federal Award Identification Number (FAIN): DE-SE0000236
Federal Awarding Agency: U.S. Department of Energy, State and Community Programs
Total amount of federal funds obligated to this Subrecipient for this program: \$160,000
Total amount of federal funds obligated to this Subrecipient for all programs: \$160,000
Awarding official: Michael Fong, Director (360) 725-4021

Unless otherwise specifically authorized herein, the budget period start and end dates shall be the same as the start and end dates on the Face Sheet.

The Grantee agrees that any publications (written, visual, or sound) but excluding press releases, newsletters, and issue analyses, issued by the Grantee describing programs or projects funded in whole or in part with federal funds under this Contract, shall contain the following statements:

"This project was supported by Grant No. DE-SE0000236 awarded by U.S. Department of Energy, State and Community Programs. Points of view in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Energy, State and Community Programs. Grant funds are administered by the Clean Buildings Program, Washington State Department of Commerce."

3. CONTRACT MANAGEMENT

The Representative for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Contract.

The Representative for COMMERCE and their contact information are identified on the Face Sheet of this Contract.

The Representative for the Contractor and their contact information are identified on the Face Sheet of this Contract.

4. COMPENSATION

COMMERCE shall pay an amount not to exceed \$160,000 for the performance of all things necessary for or incidental to the performance of work as set forth in the Scope of Work. Contractor's compensation for services rendered shall be based on the following rates or in accordance with the terms of Attachment A, Scope of Work.

5. SUBCONTRACTOR DATA COLLECTION

Contractor will submit reports, in a form and format to be provided by Commerce and at intervals as agreed by the parties, regarding work under this Contract performed by subcontractors and the portion of Contract funds expended for work performed by subcontractors, including but not necessarily limited to minority-owned, woman-owned, and veteran-owned business subcontractors. "Subcontractors" shall mean subcontractors of any tier.

6. INDIRECT COSTS

Contractor shall provide their indirect cost rate that has been negotiated between their entity and the federal government. If no such rate exists a de minimis indirect cost rate of up to 15% of Modified

Total Direct Costs (MTDC) may be used.

7. BILLING PROCEDURES AND PAYMENT

COMMERCE will pay Contractor upon acceptance of services provided and receipt of properly completed invoices, which shall be submitted to the Representative for COMMERCE via the Commerce Contracts Management System.

If required, the attachments to the invoice request in the Commerce Contracts Management System shall describe and document, to COMMERCE's satisfaction, a description of the work performed, the progress of the project, and fees.

The invoice shall include the Contract Number F24-51701-006 . If expenses are invoiced, provide a detailed breakdown of each type. A receipt must accompany any single expenses in the amount of \$50.00 or more in order to receive reimbursement.

Payment shall be considered timely if made by COMMERCE within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the Contractor.

COMMERCE may, in its sole discretion, terminate the Contract or withhold payments claimed by the Contractor for services rendered if the Contractor fails to satisfactorily comply with any term or condition of this Contract.

If funds are available, COMMERCE may be able to amend and increase total funds based on realized expenditures to complete the project.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by COMMERCE.

Invoices and End of Fiscal Year

Invoices are due on the 20th of the month following the provision of services.

Final invoices for a state fiscal year may be due sooner than the 20th and Commerce will provide notification of the end of fiscal year due date.

The Contractor must invoice for all expenses from the beginning of the contract through June 30, regardless of the contract start and end date.

Duplication of Billed Costs

The Contractor shall not bill COMMERCE for services performed under this Agreement, and COMMERCE shall not pay the Contractor, if the Contractor is entitled to payment or has been or will be paid by any other source, including grants, for that service.

Disallowed Costs

The Contractor is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.

COMMERCE may, in its sole discretion, withhold ten percent (10%) from each payment until acceptance by COMMERCE of the final report (or completion of the project, etc.).

8. AUDIT

If the Grantee expends \$1,000,000 or more in federal awards as a Subrecipient from any and all sources in a fiscal year, the Grantee shall procure and pay for a single audit or a program-specific audit for that fiscal year in accordance with 2 CFR 200 Subpart F. In accordance with 2 CFR



200.501(h), for-profit Subrecipients expending \$1,000,000 or more in federal awards in a fiscal year are also required to procure and pay for a single audit or program-specific audit for that fiscal year.

Upon completion of each audit Grantee shall send all audit documentation to the [Federal Audit Clearinghouse](#).

If the Grantee expends **less** than \$1,000,000 in federal awards as a Subrecipient from any and all sources in a fiscal year the Grantee shall notify COMMERCE they did not meet the audit requirement threshold within 30 calendar days of the end of that fiscal year.

9. **FRAUD AND OTHER LOSS REPORTING**

Contractor shall report in writing all known or suspected fraud or other loss of any funds or other property furnished under this Contract immediately or as soon as practicable to the Commerce Representative identified on the Face Sheet.

10. **DEBARMENT**

- A. Grantee, defined as the primary participant and its principals, certifies by signing these General Terms and Conditions that to the best of its knowledge and belief that they:
- i. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency.
 - ii. Have not within a three-year period preceding this Grant, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public or private agreement or transaction, violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
 - iii. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of federal Executive Order 12549; and
 - iv. Have not within a three-year period preceding the signing of this Grant had one or more public transactions (Federal, State, or local) terminated for cause of default.
- B. Where the Grantee is unable to certify to any of the statements in this Grant, the Grantee shall attach an explanation to this Grant.
- C. The Grantee agrees by signing this Grant that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by COMMERCE.
- D. The Grantee further agrees by signing this Grant that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," as follows, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:
- LOWER TIER COVERED TRANSACTIONS**
- i. The lower tier Grantee certifies, by signing this Grant that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
 - ii. Where the lower tier Grantee is unable to certify to any of the statements in this Grant, such contractor shall attach an explanation to this Grant.
- E. The terms **covered transaction, debarred, suspended, ineligible, lower tier covered transaction, person, primary covered transaction, principal, and voluntarily excluded**, as used in this section, have the meanings set out in the Definitions and Coverage sections



of the rules implementing Executive Order 12549. Grantee may contact COMMERCE for assistance in obtaining a copy of these regulations.

11. INSURANCE

Each party certifies that it is self-insured under the State's or local government self-insurance liability program, and shall be responsible for losses for which it is found liable.

12. ORDER OF PRECEDENCE

In the event of an inconsistency in this Contract, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable federal and state of Washington statutes and regulations
- Special Terms and Conditions
- General Terms and Conditions
- Attachment A – Scope of Work
- Attachment B – Budget
- Attachment C - Reporting

General Terms and Conditions

1. DEFINITIONS

As used throughout this Contract, the following terms shall have the meaning set forth below:

- A. "Authorized Representative" shall mean the Director and/or the designee authorized in writing to act on the Director's behalf.
- B. "COMMERCE" shall mean the Washington Department of Commerce.
- C. "Contract" or "Agreement" or "Grant" means the entire written agreement between COMMERCE and the Contractor, including any Exhibits, documents, or materials incorporated by reference and may constitute a Subaward if so designated. Electronic transmission of a signed copy of a Contract shall be the same as delivery of an original.
- D. "Contractor" or "Grantee" shall mean the entity identified on the face sheet performing service(s) under this Agreement, and shall include all employees and agents thereof.
- E. "Modified Total Direct Costs" (MTDC) shall mean all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each subaward (regardless of the period of performance of the subawards under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of \$25,000.
- F. "Personal Information" shall mean information identifiable to any person, including, but not limited to, information that relates to a person's name, health, finances, education, business, use or receipt of governmental services or other activities, addresses, telephone numbers, social security numbers, driver license numbers, other identifying numbers, and any financial identifiers, and "Protected Health Information" under the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- G. "State" shall mean the state of Washington.
- H. "Subaward" shall mean an award provided by a pass-through entity to a Subrecipient for the Subrecipient to carry out part of a Federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program. A Subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a Contract.
- I. "Subcontractor" shall mean one not in the employment of the Contractor, who is performing all or part of those services under this Contract under a separate contract with the Contractor. The terms "Subcontractor" and "Subcontractors" mean subcontractor(s) in any tier.
- J. "Subrecipient" or "Subgrantee" shall mean a non-Federal entity that receives a Subaward from a pass-through entity to carry out part of a Federal program, but does not include an individual that is a beneficiary of such program. A Subrecipient may also be a recipient of other Federal awards directly from a Federal awarding agency.

2. ALL WRITINGS CONTAINED HEREIN

This Contract contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or to bind any of the parties hereto.

3. AMENDMENTS

This Contract may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

4. ASSIGNMENT

Neither this Contract, work thereunder, nor any claim arising under this Contract, shall be transferred or assigned by the Contractor without prior written consent of COMMERCE.

5. CONFIDENTIALITY AND SAFEGUARDING OF INFORMATION

A. "Confidential Information" as used in this section includes:

- i. All material provided to the Contractor by COMMERCE that is designated as "confidential" by COMMERCE;
- ii. All material produced by the Contractor that is designated as "confidential" by COMMERCE; and
- iii. All Personal Information in the possession of the Contractor that may not be disclosed under state or federal law.

B. The Contractor shall comply with all state and federal laws related to the use, sharing, transfer, sale, or disclosure of Confidential Information. The Contractor shall use Confidential Information solely for the purposes of this Contract and shall not use, share, transfer, sell or disclose any Confidential Information to any third party except with the prior written consent of COMMERCE or as may be required by law. The Contractor shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information or violation of any state or federal laws related thereto. Upon request, the Contractor shall provide COMMERCE with its policies and procedures on confidentiality. COMMERCE may require changes to such policies and procedures as they apply to this Contract whenever COMMERCE reasonably determines that changes are necessary to prevent unauthorized disclosures. The Contractor shall make the changes within the time period specified by COMMERCE. Upon request, the Contractor shall immediately return to COMMERCE any Confidential Information that COMMERCE reasonably determines has not been adequately protected by the Contractor against unauthorized disclosure.

C. Unauthorized Use or Disclosure. The Contractor shall notify COMMERCE within five (5) working days of any unauthorized use or disclosure of any confidential information, and shall take necessary steps to mitigate the harmful effects of such use or disclosure.

6. COPYRIGHT

Unless otherwise provided, all Materials produced under this Contract shall be considered "works for hire" as defined by the U.S. Copyright Act and shall be owned by COMMERCE. COMMERCE shall be considered the author of such Materials. In the event the Materials are not considered "works for hire" under the U.S. Copyright laws, the Contractor hereby irrevocably assigns all right, title, and interest in all Materials, including all intellectual property rights, moral rights, and rights of publicity to COMMERCE effective from the moment of creation of such Materials.

"Materials" means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes,

and/or sound reproductions. "Ownership" includes the right to copyright, patent, register and the ability to transfer these rights.

For Materials that are delivered under the Contract, but that incorporate pre-existing materials not produced under the Contract, the Contractor hereby grants to COMMERCE a nonexclusive, royalty-free, irrevocable license (with rights to sublicense to others) in such Materials to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. The Contractor warrants and represents that the Contractor has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to grant such a license to COMMERCE.

The Contractor shall exert all reasonable effort to advise COMMERCE, at the time of delivery of Materials furnished under this Contract, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this Contract. The Contractor shall provide COMMERCE with prompt written notice of each notice or claim of infringement received by the Contractor with respect to any Materials delivered under this Contract. COMMERCE shall have the right to modify or remove any restrictive markings placed upon the Materials by the Contractor.

7. DISPUTES

In the event that a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, Agreement terms and applicable statutes and rules and make a determination of the dispute. The Dispute Board shall thereafter decide the dispute with the majority prevailing. The determination of the Dispute Board shall be final and binding on the parties hereto. As an alternative to this process, either of the parties may request intervention by the Governor, as provided by RCW 43.17.330, in which event the Governor's process will control.

8. GOVERNING LAW AND VENUE

This Contract shall be construed and interpreted in accordance with the laws of the state of Washington, and the venue of any action brought hereunder shall be in the Superior Court for Thurston County.

9. INDEMNIFICATION

Each party shall be solely responsible for the acts of its employees, officers, and agents.

10. LICENSING, ACCREDITATION AND REGISTRATION

The Contractor shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements or standards necessary for the performance of this Contract.

11. RECAPTURE

In the event that the Contractor fails to perform this Contract in accordance with state laws, federal laws, and/or the provisions of this Contract, COMMERCE reserves the right to recapture funds in an amount to compensate COMMERCE for the noncompliance in addition to any other remedies available at law or in equity.

Repayment by the Contractor of funds under this recapture provision shall occur within the time period specified by COMMERCE. In the alternative, COMMERCE may recapture such funds from payments due under this Contract.

12. RECORDS MAINTENANCE

The Contractor shall maintain books, records, documents, data and other evidence relating to this contract and performance of the services described herein, including but not limited to accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this contract.

The Contractor shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the contract, shall be subject at all reasonable times to inspection, review or audit by COMMERCE, personnel duly authorized by COMMERCE, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

13. SAVINGS

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Contract and prior to normal completion, COMMERCE may suspend or terminate the Contract under the "Termination for Convenience" clause, without the ten calendar day notice requirement. In lieu of termination, the Contract may be amended to reflect the new funding limitations and conditions.

14. SEVERABILITY

The provisions of this contract are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the contract.

15. SUBCONTRACTING

The Contractor may only subcontract work contemplated under this Contract if it obtains the prior written approval of COMMERCE.

If COMMERCE approves subcontracting, the Contractor shall maintain written procedures related to subcontracting, as well as copies of all subcontracts and records related to subcontracts. For cause, COMMERCE in writing may: (a) require the Contractor to amend its subcontracting procedures as they relate to this Contract; (b) prohibit the Contractor from subcontracting with a particular person or entity; or (c) require the Contractor to rescind or amend a subcontract.

Every subcontract shall bind the Subcontractor to follow all applicable terms of this Contract. The Contractor is responsible to COMMERCE if the Subcontractor fails to comply with any applicable term or condition of this Contract. The Contractor shall appropriately monitor the activities of the Subcontractor to assure fiscal conditions of this Contract. In no event shall the existence of a subcontract operate to release or reduce the liability of the Contractor to COMMERCE for any breach in the performance of the Contractor's duties.

Every subcontract shall include a term that COMMERCE and the State of Washington are not liable for claims or damages arising from a Subcontractor's performance of the subcontract.

16. SURVIVAL

The terms, conditions, and warranties contained in this Contract that by their sense and context are intended to survive the completion of the performance, cancellation or termination of this Contract shall so survive.

17. TERMINATION FOR CAUSE

In the event COMMERCE determines the Contractor has failed to comply with the conditions of this contract in a timely manner, COMMERCE has the right to suspend or terminate this contract. Before suspending or terminating the contract, COMMERCE shall notify the Contractor in writing of the need to take corrective action. If corrective action is not taken within 30 calendar days, the contract may be terminated or suspended.

In the event of termination or suspension, the Contractor shall be liable for damages as authorized by law including, but not limited to, any cost difference between the original contract and the replacement or cover contract and all administrative costs directly related to the replacement contract, e.g., cost of the competitive bidding, mailing, advertising and staff time.

COMMERCE reserves the right to suspend all or part of the contract, withhold further payments, or prohibit the Contractor from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the Contractor or a decision by COMMERCE to terminate the contract. A termination shall be deemed a "Termination for Convenience" if it is determined that the Contractor: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence.

The rights and remedies of COMMERCE provided in this contract are not exclusive and are, in addition to any other rights and remedies, provided by law.

18. TERMINATION FOR CONVENIENCE

Except as otherwise provided in this Contract, COMMERCE may, by ten (10) business days' written notice, beginning on the second day after the mailing, terminate this Contract, in whole or in part. If this Contract is so terminated, COMMERCE shall be liable only for payment required under the terms of this Contract for services rendered or goods delivered prior to the effective date of termination.

19. TERMINATION PROCEDURES

Upon termination of this contract, COMMERCE, in addition to any other rights provided in this contract, may require the Contractor to deliver to COMMERCE any property specifically produced or acquired for the performance of such part of this contract as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.

COMMERCE shall pay to the Contractor the agreed upon price, if separately stated, for completed work and services accepted by COMMERCE, and the amount agreed upon by the Contractor and COMMERCE for (i) completed work and services for which no separate price is stated, (ii) partially completed work and services, (iii) other property or services that are accepted by COMMERCE, and (iv) the protection and preservation of property, unless the termination is for default, in which case the Authorized Representative shall determine the extent of the liability of COMMERCE. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause of this contract. COMMERCE may withhold from any amounts due the Contractor such sum as the Authorized Representative determines to be necessary to protect COMMERCE against potential loss or liability.

The rights and remedies of COMMERCE provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this contract.

After receipt of a notice of termination, and except as otherwise directed by the Authorized Representative, the Contractor shall:

- A. Stop work under the contract on the date, and to the extent specified, in the notice;
- B. Place no further orders or subcontracts for materials, services, or facilities except as may be necessary for completion of such portion of the work under the contract that is not terminated;
- C. Assign to COMMERCE, in the manner, at the times, and to the extent directed by the Authorized Representative, all of the rights, title, and interest of the Contractor under the orders and subcontracts so terminated, in which case COMMERCE has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;
- D. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the Authorized Representative to the extent the Authorized Representative may require, which approval or ratification shall be final for all the purposes of this clause;
- E. Transfer title to COMMERCE and deliver in the manner, at the times, and to the extent directed by the Authorized Representative any property which, if the contract had been completed, would have been required to be furnished to COMMERCE;

- F. Complete performance of such part of the work as shall not have been terminated by the Authorized Representative; and
- G. Take such action as may be necessary, or as the Authorized Representative may direct, for the protection and preservation of the property related to this contract, which is in the possession of the Contractor and in which COMMERCE has or may acquire an interest.

20. TREATMENT OF ASSETS

Title to all property furnished by COMMERCE shall remain in COMMERCE. Title to all property furnished by the Contractor, for the cost of which the Contractor is entitled to be reimbursed as a direct item of cost under this contract, shall pass to and vest in COMMERCE upon delivery of such property by the Contractor. Title to other property, the cost of which is reimbursable to the Contractor under this contract, shall pass to and vest in COMMERCE upon (i) issuance for use of such property in the performance of this contract, or (ii) commencement of use of such property in the performance of this contract, or (iii) reimbursement of the cost thereof by COMMERCE in whole or in part, whichever first occurs.

- A. Any property of COMMERCE furnished to the Contractor shall, unless otherwise provided herein or approved by COMMERCE, be used only for the performance of this contract.
- B. The Contractor shall be responsible for any loss or damage to property of COMMERCE that results from the negligence of the Contractor or which results from the failure on the part of the Contractor to maintain and administer that property in accordance with sound management practices.
- C. If any COMMERCE property is lost, destroyed or damaged, the Contractor shall immediately notify COMMERCE and shall take all reasonable steps to protect the property from further damage.
- D. The Contractor shall surrender to COMMERCE all property of COMMERCE prior to settlement upon completion, termination or cancellation of this contract.
- E. All reference to the Contractor under this clause shall also include Contractor's employees, agents or Subcontractors.

21. WAIVER

Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of this Contract unless stated to be such in writing and signed by Authorized Representative of COMMERCE.

Attachment A: Scope of Work

PROJECT GOALS

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

TASK DESCRIPTIONS & DELIVERABLES

Hire consultants to design Community Engagement and Economic & Environmental Analysis Studies (Jul. - Sept. 2024): The City of Des Moines will develop the scope of work for both studies, post the requests for proposals according to city procurement practices, conduct interviews and negotiate contracts.

Deliverable: Consultants hired. design and complete studies and write up recommendations and findings by the end of September 2024.

Economic & Environmental Analysis Study (Nov. 2024 - Nov. 2025)

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

Deliverable: Consultants will produce a study that includes the economic benefits; and an analysis of potential additional routes and partners. The study will include pollution impacts and resulting benefits to low-income residents.

Community Engagement Study (Nov. 2024 - Nov. 2025)

Consultant will conduct outreach and engagement to shape public input on the implementation of the ferry. Outreach will include low-income, limited English speaking populations, and other groups that represent the population of Des Moines and will provide translated surveys. The study will include how best to engage and shape the ferry initiative to serve underserved communities, ensure and publicize first/mile last mile service to the ferry and recommendations for a public information campaign to attract riders to the ferry.

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



Attachment B: Budget

EECBG Project Budget – 2 years

Project Costs must be:

- Directly related to project Scope of Work.
- Incurred during the budget period.
- Not also billed to any other source.

Resource: Code of Federal Regulations: [eCFR :: 2 CFR Part 200 Subpart E -- Cost Principles](#)

Grant Amount: \$160,000

Commerce contract #: F24-51701-006

Fund Source: U.S. Department of Energy

Pass-through Entity: WA State Dept. of Commerce

De Minimis Indirect Rate: 10% unless recipient organization has established its own rate

ALN: 81.128 FAIN: DE-SE0000236

Project Total cost (over 2 years) Instructions: Text highlighted in yellow provided as an example. Please remove highlight, add/delete and replace

DESCRIPTION	DELIVERABLES	COST
Professional services (w/brief description): Type, billable hours, rate	PAID INVOICE/S	\$84,000
TOTAL PROFESSIONAL SERVICES		\$
Materials/Supplies (brief description): Equipment, office supplies, printed brochures etc	PAID INVOICES	\$60,000
Internal administration (w/brief description): Staff time and expense: # persons, labor hours, avg. wage rate incl. fringe	TIMESHEETS, DOCUMENTATION OF WAGES	\$16,000
TOTAL ADMINISTRATIVE SERVICES		\$
TOTAL GRANT AMOUNT		\$

Attachment C: Quarterly Reporting

Quarterly reports are due to Commerce October 15, January 15, April 15, and July 15.

Grantee will report:

- Progress to completion of planned project
- Status of Energy plan development
- Title of any energy plan-related policies developed
- Brief description of community engagement in plan
- If applicable, any public education plan developed
- Expected date and amount of next A19/warrant to be submitted for reimbursement
- Number of Investment Grade Audits performed
- Square Footage of each IGA performed
- Number of building all types of energy audits performed
- Square footage of each energy audit performed
- Number of commercial audits vs. public building
- If applicable, number of audits for disadvantaged communities, for tribal communities

AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: 2024 Senior Activity Center Upper
Roof Replacement

AGENDA OF: October 24, 2024

DEPT. OF ORIGIN: Public Works

ATTACHMENTS:

DATE SUBMITTED: October 16, 2024

- 1. Public Works Contract

CLEARANCES:

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

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 Works Contract with Allied Roofing Installation Services LLC (Attachment 1), for the 2024 Senior Activity Center Upper Roof Replacement. The following motion will appear on the Consent Agenda:

Suggested Motion

Motion: “I move to approve the Public Works Contract with Allied Roofing Installation Services LLC for the 2024 Senior Activity Center Upper Roof Replacement in the amount of \$71,630.00, authorize of project construction contingency in the amount of \$8,370.00, and further authorize the City Manager to sign said Contract substantially in the form as submitted.”

Background

The City applied for a Department of Commerce Solar Grant opportunity in the Spring of 2024. Staff were just recently made aware that the City was awarded the Grant in the amount of 250,000. Staff is currently working on completing the required Scope of Work documents that are due by November 1, 2024.

The grant will cover the cost of solar panel installation on the roof of the Senior Activity Center, and the tie-in to the existing electrical system. The grant will not cover the costs associated with the upper roof replacement, but a new roof (less than 5 years old) is a requirement in order to obtain the Solar Grant. The current upper roof was installed in 2008, and is nearing its end of life. The upper roof needs to be replaced prior to any solar panel installation. There are 3 existing roofing layers on the upper roof – current Building Code doesn’t allow more than 2 layers; we need to tear off the old roofing, install new insulation to meet current Energy Code, and install new roofing, new roof drains, new fascia boards, and new roof cap metal flashing.

Discussion

Bids were solicited on September 27, 2024 from 5 roofing contractors via the MRSC Roster, with a bid due date of October 10, 2024 @ 4:00 PM. A project walkthrough for interested parties was held on October 1, 2024 @ 10:00 AM – 4 roofing contractors were present. Bid proposals from four roofing contractors were received. Bids are summarized below.

BID RESULTS

<u>Contractor Name</u>	<u>Bid Proposal</u>
Allied Roofing	\$71,630.00 (Responsive Low Bid)
Signature Roof Service	\$85,405.00
Chet’s Roofing	\$85,956.00
Field’s Roof Service	\$158,400.38

Allied Roofing Installation Services LLC is the Responsive Low Bidder at \$71,630.00. The bid proposals and contractor qualifications have been reviewed, and staff finds that the low bid is responsive and recommends award of the Contract to Allied Roofing Installation Services LLC.

Alternatives

The City Council could elect not to proceed with the upper roof replacement at this time. However, there is no reason to believe that the existing roof will not start leaking within the next few years. Delaying the roofing project until leaks occur has the potential to cause damages to the interior building envelope, and will most likely cost more to replace.

Financial Impact

None-Funding Available in Municipal Facilities Fund

Recommendation

Staff recommends approval of the suggested motion.

Council Committee Review

None



**PUBLIC WORKS CONTRACT
between City of Des Moines and**

ALLIED ROOFING INSTALLATION SERVICES LLC

THIS CONTRACT is made and entered into by and between the City of Des Moines, a Washington municipal corporation (hereinafter the "City"), and Allied Roofing Installation Services LLC organized under the laws of the State of Washington, located and doing business at 190 S. 312th St., Federal Way, WA 98003, (253) 277-7822, Eliseo Carrillo (hereinafter the "Contractor").

CONTRACT

The parties agree as follows:

I. DESCRIPTION OF WORK.

Contractor shall perform the services for the City as specifically described in Exhibit "A" Scope of Work, attached hereto and incorporated herein by reference.

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

b. The Contractor shall provide and furnish any and all labor, materials, tools, equipment and utility and transportation services along with all miscellaneous items necessary to perform this Contract except for those items mentioned therein to be furnished by the City.

c. All work shall be accomplished in a workmanlike manner in strict conformity with the attached plans and specifications including any and all Addenda issued by the City, City Regulations and Standards, other Contract Documents hereinafter enumerated.

In addition, the work shall be in conformance with the following documents which are by reference incorporated herein and made part hereof:

- (i) the Standard Specifications of the Washington State Department of Transportation (WSDOT) (current edition);
- (ii) the American Public Works Association (APWA) (current edition);
- (iii) the Manual on Uniform Traffic Control Devices (MUTCD) for Streets and Highways (current edition);
- (iv) the Standard Plans for Road, Bridge and Municipal Construction (as prepared by the WSDOT/APWA current edition);
- (v) the American Water Works Association Standard (AWWA) (current edition), and;
- (vi) shall perform any changes in the work in accord with the Contract Documents.

d. Any inconsistency in the parts of the Contract and the documents referenced in section I c above shall be resolved by following this order of precedence (e.g., 1 presiding over 2, 2 over 3, 3 over 4, and so forth):

1. Terms and provisions of the Contract
2. Addenda,
3. Proposal Form,
4. Special Provisions, including APWA General Special Provisions, if they are included,
5. Contract Plans,
6. Amendments to the Standard Specifications,
7. WSDOT Standard Specifications for Road, Bridge and Municipal Construction,
8. Contracting Agency's Standard Plans (if any), and
9. WSDOT Standard Plans for Road, Bridge, and Municipal Construction.

II. TIME OF COMPLETION. The parties agree that work on the tasks described in Section I above and more specifically detailed in Exhibit "A" attached hereto will begin immediately upon execution of this Contract. Upon the effective date of this Contract, the Contractor shall complete the work described in Section I within **15 Working Days**, and be complete before **December 31, 2024**. If said work is not completed within the time specified, the Contractor agrees to pay the City the sum specified in Section VI - Liquidated Damages of this contract.

III. COMPENSATION. The City shall pay the Contractor a total amount not to exceed \$65,000.00, plus any applicable Washington State Sales Tax, for the work and services contemplated in this Contract per attached Exhibit "A". Total amount of contract, including applicable sales tax, not to exceed \$71,630.00. The Contractor shall invoice the

City upon completion. The City shall pay to the Contractor, as full consideration for the performance of the Contract, an amount equal to the unit and lump sum prices set forth in the bid. The Contractor will submit requests for Progress payments on a monthly basis and the City will make progress payment within 45 days after receipt of the Contractor's request until the work is complete and accepted by the City. The City's payment shall not constitute a waiver of the City's right to final inspection and acceptance of the project.

- A. Retainage. The City shall hold back a retainage in the amount of five percent (5%) of any and all payments made to contractor for a period of sixty (60) days after the date of final acceptance, or until receipt of all necessary releases from the State Department of Revenue and the State Department of Labor and Industries and until settlement of any liens filed under Chapter 60.28 RCW. If Contractor plans to submit a bond in lieu of the retainage specified above, the bond must be in a form acceptable to the City and submitted within 30 days upon entering into this Contract, through a bonding company meeting standards established by the City.
- B. Defective or Unauthorized Work. The City reserves its right to withhold payment from Contractor for any defective or unauthorized work. Defective or unauthorized work includes, without limitation: work and materials that do not conform to the requirements of this Contract; and extra work and materials furnished without the City's written approval. If Contractor is unable, for any reason, to satisfactorily complete any portion of the work, the City may complete the work by contract or otherwise, and Contractor shall be liable to the City for any additional costs incurred by the City. "Additional costs" shall mean all reasonable costs, including legal costs and attorney fees, incurred by the City beyond the maximum Contract price specified above. The City further reserves its right to deduct the cost to complete the Contract work, including any Additional Costs, from any and all amounts due or to become due the Contractor. Notwithstanding the terms of this section, the City's payment to contractor for work performed shall not be a waiver of any claims the City may have against Contractor for defective or unauthorized work.
- C. Final Payment: Waiver of Claims. THE CONTRACTOR'S ACCEPTANCE OF FINAL PAYMENT (EXCLUDING WITHHELD RETAINAGE) SHALL CONSTITUTE A WAIVER OF CONTRACTOR'S CLAIMS, EXCEPT THOSE PREVIOUSLY AND PROPERLY MADE AND IDENTIFIED BY CONTRACTOR AS UNSETTLED AT THE TIME FINAL PAYMENT IS MADE AND ACCEPTED.

IV. INDEPENDENT CONTRACTOR. The parties understand and agree that Contractor is a firm skilled in matters pertaining to construction and will perform

independent functions and responsibilities in the area of its particular field of expertise. Contractor and its personnel, subcontractors, agents and assigns, shall act as independent contractors and not employees of the City. As such, they have no authority to bind the City or control employees of the City, contractors, or other entities. The City's Public Works Director or his or her designated representative shall have authority to ensure that the terms of the Contract are performed in the appropriate manner.

The Contractor acknowledges that all mandatory deductions, charges and taxes imposed by any and all federal, state, and local laws and regulations shall be the sole responsibility of the Contractor. The Contractor represents and warrants that all such deductions, charges and taxes imposed by law and/or regulations upon the Contractor are, and will remain, current. If the City is assessed, liable or responsible in any manner for those deductions, charges or taxes, the Contractor agrees to indemnify and hold the City harmless from those costs, including attorney's fees.

V. TERMINATION. The City may terminate this Contract for good cause. "Good cause" shall include, without limitation, any one or more of the following events:

- A. The Contractor's refusal or failure to supply a sufficient number of properly skilled workers or proper materials for completion of the Contract work.
- B. The Contractor's failure to complete the work within the time specified in this Contract.
- C. The Contractor's failure to make full and prompt payment to subcontractors or for material or labor.
- D. The Contractor's persistent disregard of federal, state or local laws, rules or regulations.
- E. The Contractor's filing for bankruptcy or becoming adjudged bankrupt.
- F. The Contractor's breach of any portion of this Contract.

If the City terminates this Contract for good cause, the Contractor shall not receive any further money due under this Contract until the Contract work is completed. After termination, the City may take possession of all records and data within the Contractor's possession pertaining to this project which may be used by the City without restriction.

VI. LIQUIDATED DAMAGES. This section of the Contract shall apply only in the event of a delay in the completion of the work within the timeframe specified in the Contract. This being a Public Works project performed for the benefit of the public, and there being a need for the completion of the project in the time specified in the Contract, City and Contractor agree that damages for delay in the performance or completion of the work are extremely difficult to ascertain. However, City and Contractor agree that due to the expenditure of public funds for the work specified in this Contract, and the need to provide

the work for the benefit of the health, safety and welfare of the public, the failure to complete the work within the time specified in the Contract will result in loss and damage to City. City and Contractor agree that a delay will result in, but not be limited to, expense to the City in the form of salaries to City employees, the extended use of City equipment, delays in other portions of the project on which Contractor is working, increased cost to the City for the project, delays in other projects planned by City, and loss of use and inconvenience to the public.

Although difficult to quantify and ascertain, City and Contractor agree that the sum listed as liquidated damages represents a fair and reasonable forecast of the actual damage caused by a delay in the performance or completion of the work specified in the Contract. In addition, City and Contractor agree that the liquidated damages set forth below are intended to compensate the City for its loss and damage caused by delay. The liquidated damages are not intended to induce the performance of Contractor.

Contractor declares that it is familiar with liquidated damages provisions, and understands their intent and purpose. By signing this Contract, Contractor further declares that it understands the liquidated damages provision of this contract, that it is a product of negotiation, and that it is a fair estimation of the damage and loss that City will suffer in the event of delay.

City and Contractor further agree that the contractor shall not be charged with liquidated damages because of any delays in the completion of the work due to unforeseeable causes beyond the control and without the fault or negligence of the contractor, including, but not restricted to, acts of God, or of the public enemy, acts of the Government, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather or delays of subcontractors due to such causes.

City and Contractor agree that for each day beyond the completion date specified in the Contract that the project is not completed, the sum of **\$716.30** [*Liquidated Damages = (0.15*Contract Amount)/Time for Completion*] shall be deducted from the amount to be paid Contractor and shall be retained by City as damages.

In the event that the Contract is terminated by City for cause pursuant to the general conditions of the contract, this liquidated damages section shall apply, but only to the extent that the contract is delayed. In addition to liquidated damages, City shall be permitted to recover from Contractor the cost of completion of the work if the cost of completion exceeds the original sum of money agreed upon.

VII. PREVAILING WAGES. Contractor shall file a "Statement of Intent to Pay Prevailing Wages," with the State of Washington Department of Labor & Industries prior to commencing the Contract work and an Affidavit of prevailing wages paid after completion of the work. The Statement of Intent to Pay Prevailing Wages," shall include Contractor's registration certificate number and the prevailing rate of wage for each classification of workers entitled to prevailing wages under RCW 39.12.020, and the estimated number of workers in each classification. Contractor shall pay prevailing wages in effect on the date the bid is accepted or executed by Contractor, and comply with Chapter 39.12 of the Revised Code of Washington, as well as any other applicable prevailing wage rate provisions. The latest prevailing wage rate revision issued by the Department of Labor and Industries must

be submitted to the City by Contractor. It shall be the responsibility of Contractor to require all subcontractors to comply with Chapter 39.12 RCW and this section of the Contract.

VIII. HOURS OF LABOR. Contractor shall comply with the "hours of labor" requirements and limitations as set forth in Chapter 49.28 RCW. It shall be the responsibility of Contractor to require all subcontractors to comply with the provisions of Chapter 49.28 RCW and this section of the Contract. The Contractor shall pay all reasonable costs (such as over-time of crews) incurred by the City as a result of work beyond eight (8) hours per day or forty (40) hours per week. Additional hours beyond a forty (40)-hour workweek will be pro-rated against contractual workdays.

IX. COMPLIANCE WITH WAGE, HOUR, SAFETY, AND HEALTH LAWS. The Contractor shall comply with the rules and regulations of the Fair Labor Standards Act, 29 U.S.C. 201 *et seq*, the Occupational Safety and Health Act of 1970, 29 U.S.C. 651, *et seq*, the Washington Industrial Safety and Health Act, Chapter 49.17 RCW, and any other state or federal laws applicable to wage, hours, safety, or health standards.

X. DAYS AND TIME OF WORK. Unless otherwise approved by the City, the working hours for this project will be limited to the following hours:

Monday through Friday: 7:00 a.m. to 7:00 p.m.
Saturday, Sunday and Holidays: 8:00 a.m. to 5:00 p.m.

XI. WORKERS' COMPENSATION. The Contractor shall maintain Workers' Compensation insurance in the amount and type required by law for all employees employed under this Contract who may come within the protection of Workers' Compensation Laws. In jurisdictions not providing complete Workers' Compensation protection, the Contractor shall maintain Employer's Liability Insurance in the amount, form and company satisfactory to the City for the benefit of all employees not protected by Workers' Compensation Laws.

The Contractor shall make all payments arising from the performance of this Contract due to the State of Washington pursuant to Titles 50 and 51 of the Revised Code of Washington.

Whenever any work by the Contractor under the authority of this Contract is on or about navigable waters of the United States, Workers' Compensation coverage shall be extended to include United States Longshoreman and harbor worker coverage. The Contractor shall provide the City with a copy of the necessary documentation prior to the start of any activity.

XII. CHANGES. The City may issue a written change order for any change in the Contract work during the performance of this Contract. If the Contractor determines, for any reason, that a change order is necessary, Contractor must submit a written change order request to the person listed in the notice provision section of this Contract, section XXII(C), within seven (7) calendar days of the date Contractor knew or should have known of the facts and events giving rise to the requested change. If the City determines that the change increases or decreases the Contractor's costs or time for performance, the City will make an equitable adjustment. The City will attempt, in good faith, to reach agreement with the Contractor on all equitable adjustments. However, if the parties are unable to agree, the City will determine the equitable adjustment as it deems appropriate. The Contractor shall proceed with the change order work upon receiving either a written change

order from the City or an oral order from the City before actually receiving the written change order. If the Contractor fails to require a change order within the time specified in this paragraph, the Contractor waives its right to make any claim or submit subsequent change order requests for that portion of the contract work. If the Contractor disagrees with the equitable adjustment, the Contractor must complete the change order work; however, the Contractor may elect to protest the adjustment as provided in subsections A through E of Section XIII, Claims, below.

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

XIII. CLAIMS. If the Contractor disagrees with anything required by a change order, another written order, or an oral order from the City, including any direction, instruction, interpretation, or determination by the City, the Contractor may file a claim as provided in this section. The Contractor shall give written notice to the City of all claims within seven (7) calendar days of the occurrence of the events giving rise to the claims, or within seven (7) calendar days of the date the Contractor knew or should have known of the facts or events giving rise to the claim, whichever occurs first. Any claim for damages, additional payment for any reason, or extension of time, whether under this Contract or otherwise, shall be conclusively deemed to have been waived by the Contractor unless a timely written claim is made in strict accordance with the applicable provisions of this Contract.

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

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

- A. Notice of Claim. Provide a signed written notice of claim that provides the following information:
1. The date of the Contractor's claim;
 2. The nature and circumstances that caused the claim;
 3. The provisions in this Contract that support the claim;
 4. The estimated dollar cost, if any, of the claimed work and how that estimate was determined; and
 5. An analysis of the progress schedule showing the schedule change or disruption if the Contractor is asserting a schedule change or disruption.
- B. Records. The Contractor shall keep complete records of extra costs and time incurred as a result of the asserted events giving rise to the claim. The City

shall have access to any of the Contractor's records needed for evaluating the protest.

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

- C. Contractor's Duty to Complete Protested Work. In spite of any claim, the Contractor shall proceed promptly to provide the goods, materials and services required by the City under this Contract.
- D. Failure to Protest Constitutes Waiver. By not protesting as this section provides, the Contractor also waives any additional entitlement and accepts from the City any written or oral order (including directions, instructions, interpretations, and determination).
- E. Failure to Follow Procedures Constitutes Waiver. By failing to follow the procedures of this section, the Contractor completely waives any claims for protested work and accepts from the City any written or oral order (including directions, instructions, interpretations, and determination).

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

XV. WARRANTY. Upon acceptance of the contract work, Contractor must provide the City a warranty bond for one year in the amount of the contract value specified in Section III above and in a form acceptable to the City. In the event any defects are found within the first year, the warranty bond shall be extended for an additional year. The Contractor shall correct all defects in workmanship and materials within one (1) year from the date of the City's acceptance of the Contract work. In the event any parts are repaired or replaced, only original replacement parts shall be used—rebuilt or used parts will not be acceptable. When defects are corrected, the warranty for that portion of the work shall extend for one (1) year from the date such correction is completed and accepted by the City. The Contractor shall begin to correct any defects within seven (7) calendar days of its receipt of notice from the City of the defect. If the Contractor does not accomplish the corrections within a reasonable time as determined by the City, the City may complete the corrections and the Contractor shall pay all costs incurred by the City in order to accomplish the correction.

XVI. DISCRIMINATION. In the hiring of employees for the performance of work under this Contract or any sub-contract, the Contractor, its sub-contractors, or any person acting on behalf of the Contractor or sub-contractor shall not, by reason of race, religion, color, sex, age, sexual orientation, national origin, or the presence of any sensory, mental,

or physical disability, discriminate against any person who is qualified and available to perform the work to which the employment relates.

XVII. INDEMNIFICATION. Contractor shall defend, indemnify and hold the City, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses or suits, including attorney fees, arising out of or in connection with the performance of this Contract, except for injuries and damages caused by the sole negligence of the City.

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

Should a court of competent jurisdiction determine that this Contract is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Contractor and the City, its officers, officials, employees, and volunteers, the Contractor's liability hereunder shall be only to the extent of the Contractor's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the contractor's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties.

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

XVIII. INSURANCE. The Contractor shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Contractor, their agents, representatives, employees or subcontractors.

No Limitation. Contractor's maintenance of insurance, its scope of coverage and limits as required herein shall not be construed to limit the liability of the Contractor to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

A. Minimum Scope of Insurance

Contractor shall obtain insurance of the types described below:

1. Automobile Liability insurance covering all owned non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors, products-completed operations, stop gap liability, personal injury and advertising injury, and liability assumed under an insured contract. The Commercial

General Liability insurance shall be endorsed to provide the Aggregate Per Project Endorsement ISO form CG 25 03 11 85 or an equivalent endorsement. There shall be no endorsement or modification of the Commercial General Liability insurance for liability arising from explosion, collapse or underground property damage. The City shall be named as an insured under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the City using ISO Additional Insured endorsement CG 20 10 10 01 and Additional Insured-Completed Operations endorsement CG 20 37 10 01 or substitute endorsements providing equivalent coverage.

3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

B. Minimum Amounts of Insurance

Contractor shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and a \$2,000,000 products-completed operations aggregate limit.

C. Other Insurance Provisions

The Contractor's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain, that they shall be primary insurance as respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Contractor's insurance and shall not contribute with it.

D. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A: VII.

E. Verification of Coverage

Contractor shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing insurance of the Contractor before commencement of the work.

F. Subcontractors

The Contractor shall have sole responsibility for determining the insurance coverage and limits required, if any, to be obtained by subcontractors, which determination shall be made in accordance with reasonable and prudent business practices.

G. Notice of Cancellation

The Contractor shall provide the City and all Additional Insureds for this work with written notice of any policy cancellation, within two business days of their receipt of such notice.

H. Failure to Maintain Insurance

Failure on the part of the Contractor to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days notice to the Contractor to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Contractor from the City.

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

XX. BOND - SEPARATE PAYMENT AND PERFORMANCE BONDS REQUIRED. Pursuant to Chapter 39.08 RCW, the Contractor shall, prior to the execution of the Contract, furnish both a performance bond and a payment bond to the City, both in the full amount of the bid with a surety company as surety. The purpose of the bonds is to ensure that the Contractor shall faithfully perform all the provisions of this Contract and pay all laborers, mechanics, and subcontractors and materialmen, and all persons who supply such Contractor or subcontractors with provisions and supplies for the carrying on of such work. Such bonds shall provide that any person or persons performing such services or furnishing material to any subcontractor shall have the same right under the provisions of such bond as if such work, services or material was furnished to the original Contractor. In addition, the surety company/companies providing such bonds shall agree to be bound to the laws of the State of Washington, and subjected to the jurisdiction of the State of Washington and the King County Superior Court in any proceeding to enforce the bond. This Contract shall not become effective until said bonds are supplied and approved by the Engineer and filed with the City Clerk.

In the event that the Compensation called for in Section III of this Contract is less than \$150,000.00, which sum shall be determined after the addition of applicable Washington State sales tax, the Contractor may, prior to the execution to this contract and in lieu of the above mentioned bonds, elect to have the City retain 10% of the contract amount for a period of either thirty (30) days after final acceptance, or until receipt of all necessary releases from the department of revenue and the department of labor and industries and settlement of any liens filed under Chapter 60.28 RCW, whichever is later.

XXI. DEBARMENT. The Contractor must certify that it, and its subcontractors, have not been and are not currently on the Federal or the Washington State Debarment List

and if the Contractor or its subcontractors become listed on the Federal or State Debarment List, the City will be notified immediately.

XXII. MISCELLANEOUS PROVISIONS.

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

B. Resolution of Disputes and Governing Law.

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

2. Applicable Law and Jurisdiction. This Contract shall be governed by the laws of the State of Washington. Although the agreed to and designated primary dispute resolution method as set forth above, in the event any claim, dispute or action arising from or relating to this Contract cannot be submitted to arbitration, then it shall be commenced exclusively in the King County Superior Court or the United States District Court, Western District of Washington as appropriate. In any claim or lawsuit for damages arising from the parties' performance of this Agreement, each party shall pay all its legal costs and attorney's fees incurred in defending or bringing such claim or lawsuit, in addition to any other recovery or award provided by law; provided, however, nothing in this paragraph shall be construed to limit the City's right to indemnification under Section XVII of this Contract.

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

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

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

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

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

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

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

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

K. Severability. If any one or more sections, sub-sections, or sentences of this Contract are held to be unconstitutional or invalid, that decision shall not affect the validity of the remaining portion of this Contract and the remainder shall remain in full force and effect.

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

<p>CONTRACTOR:</p> <p>By: _____ <i>(Signature)</i></p> <p>Print Name: _____</p> <p>Its: _____ <i>(Title)</i></p> <p>DATE: _____</p>	<p>CITY OF DES MOINES:</p> <p>By: _____ <i>(Signature)</i></p> <p>Print Name: <u>Tim George</u> Its: <u>Interim City Manager</u> <i>(Title)</i></p> <p>DATE: _____</p> <p style="text-align: right; margin-top: 20px;">Approved as to Form:</p> <p style="text-align: right; margin-left: 20px;">_____ City Attorney</p> <p style="text-align: right;">DATE: _____</p>
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<p>NOTICES TO BE SENT TO:</p> <p>CONTRACTOR:</p> <p>Eliseo Carrillo Allied Roofing Installation Services LLC 190 S. 312th St. Federal Way, WA 98003 (253) 277-7822 (telephone) office@alliedrgcllc.com (e-mail address)</p>	<p>NOTICES TO BE SENT TO:</p> <p>CITY OF DES MOINES:</p> <p>Scott J. Romano City of Des Moines 21650 11th Avenue South Des Moines, WA 98198 (206) 870-6539 (telephone) sromano@desmoineswa.gov (e-mail address)</p>
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At the direction of the Des Moines
 City Council taken at an open
 Public meeting on _____.

EXHIBIT "A"



190 S 312th St. Federal Way, WA
(253)-277-7822

Contractor License # ALLIERI810PP

Owner's Name: Rochelle & Scott	Address: 2045 S 216th St Des Moines WA 98198
Convenient Phone Number (206) 245-3411	Email: raton@desmoinesWA.gov

A. Description of the work:

- Prepare the property: Complete Roof Replacement
- Tear off roof: 3 layer of existing roofing
 - o Estimate is based on 3 layers, if more than specified exist add \$60/sq
 - o Install Fanfold
 - o Install new cap metal
 - o Install all new TPO boots, TPO pipes, poles and flash all protrusions
- Clean gutters, downspout, roof and all exterior debris caused during the job, haul and disposal.
- Install: "TPO 60MIL" Color: "TBD by Homeowner"
- Replace all existing attic bath and kitchen exhaust flashing with factory flapper vents.
- Install tight secure connections of the exhaust ducts to the flapper vent flashing, if present. We use 4" flapper vents for the bathrooms & 6" Flappers for the Kitchens.
- Make sure the correct components are provided & supervise these applications to insure proper installations.
- Replace "All" metal roof flashing. Use 26 Gauge factory painted metals: Roof to Wall, Step Flashing, Back Pans, Fireplace and Chimney
- Included 1"x3" Gutter Metal on all eaves. 1-3/8"1-3/8". Drip Edge on Gables
- Ensure water flow to the drain
- Follow all Manufacturer Codes and Specifications
- Install 6 new 3" round scuppers
- Install 6 1/2" of ISO to achieve R38 on entire building
- Install 280' of 5/4 x 12" fascia
- Apply for necessary permits and purchase



190 S 312th St. Federal Way, WA
(253)-277-7822

Contractor License # ALLIERI810PP

- B. **Payment:** Contractor proposes to perform the above work (subject to any additions and/or deductions pursuant to authorized change orders), for the
Total Sum of \$71,630.00 Down Payment (if any) \$35,815.00
- C. **Commencement and Completion of Work:** Commencement of work shall mean the physical delivery of materials onto the premises and/or the performance of any labor and commencement shall be subject to permissible delays.
- D. **Acceptance:** This contract is approved and accepted. I (we) understand there are no oral agreements or understandings between the parties of this agreement. The written terms, provisions, plans (if any) and specifications in this contract is the entire agreement between the parties. Changes in this agreement shall be done by written change order only and with the express approval of both parties. Changes may incur additional charges.

Owner's Signature and Date

Contractor's Signature and Date



190 S 312th St. Federal Way, WA
 (253)-277-7822
 *

Contractor License # ALLIERI810PP

Existing Roof				Roof System	
Roof Area: 45 sqs	Pitch: 2/12	Layers: 1	Ridges/Hips:	<input type="checkbox"/> GAF	
Total Valleys:	Total Rakes:	Total Eaves:	Decking: T&G	<input checked="" type="checkbox"/> TPO	60MIL
Underlayment/Interlayment				<input type="checkbox"/> NuRay	
- Install Fanfold				<input type="checkbox"/> CertainTeed	
				<input type="checkbox"/> IKO	
				Flashing	
- Install new Cap Metal - Install new rake and drip edge flashing - Install all new TPO boots, pipes, poles and flash all protrusions - Remove and dispose of all debris from job site				<input checked="" type="checkbox"/> 10-year Labor Warranty <input type="checkbox"/> 15-year Labor Warranty <input type="checkbox"/> 30yr Manufacturer Warranty <input type="checkbox"/> 50yr Manufacturer Warranty <input type="checkbox"/> NONE	



190 S 312th St. Federal Way, WA
(253)-277-7822

Contractor License # ALLIERI810PP

Installation Options

- REMOVE EXISTING ROOF MEMBRANE TO BARE WOOD SHEATING.
- INSTALL BETTER ATTIC VENTILATION IF NEEDED.
- INSTALL FANFOLD INSULATION ON THE ENTIRE ROOF AREA
- INSTALL TPO MEMBRANE ROOF
- INSTALL ROOF VENTILATION SYSTEMS
- INSTALL NEW PIPE FLANGES OVER VENT PIPES.
- INSTALL CAP METAL
- ALL DEBRIS WILL BE CLEARED AND HAULED AWAY
- OTHER:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over & above the estimate. Owner to carry fire, tornado & other necessary insurance. Our worker(s) are fully covered by Workman's Compensation Insurance.

We propose hereby to furnish materials and labor-completed in accordance with above specifications. Payment as follows

SUBTOTAL: \$65,000.00
TAX RATE 10.2%:\$6,630.00
TOTAL: \$71,630.00

Acceptance of Proposal: The specifications and conditions detailed on this proposal are hereby accepted. Payment will be made as outlined.

Authorized Signature: _____

Payments with Credit Card are Subject to a 2.9% Convenience fee.
All checks should be made out to Allied Roofing Installation Services. Thank you!

A G E N D A I T E M

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: Pet License Fees

FOR AGENDA OF: October 24, 2024

ATTACHMENTS:

- 1. Draft Resolution 24-072

DEPT. OF ORIGIN: Legal

DATE SUBMITTED: October 16, 2024

CLEARANCES:

- City Clerk _____
- Community Development _____
- Courts _____
- Director of Marina Redevelopment _____
- Emergency Management _____
- Finance *MH*
- Human Resources _____
- Legal */s/ MH*
- Marina _____
- Police *[Signature]*
- 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 Council to consider Draft Resolution 24-072 to set license fees for dog and cat licenses in the City of Des Moines.

Suggested Motion

Motion 1: "I move to approve Draft Resolution 24-072 setting license fees for dog and cat licenses in the City of Des Moines."

Background

Basic animal control functions and administration of a pet licensing system both have costs to the City. Pet license fees are a common source of revenue to support these functions.

Animal control is one of many public safety functions performed by the City of Des Moines. Pets running loose can be a danger to other people and their pets, traffic, and to the loose animals themselves. In the unfortunate cases where people are bit by a dog or another pet is killed by a dog, City officials take action to have the animal declared dangerous or potentially dangerous and require additional conditions on keeping the animal in order to prevent future attacks.

Dog and cat licensing has benefits for both the community and pet owners. Licensing allows the City to ensure that dogs and cats are vaccinated against rabies, a disease with virtually 100% fatality rate once symptoms appear. Licensing also allows pets who are running at large to be quickly identified and returned to their owners. It can also help animal control identify dogs that have attacked people or pets in public places.

Discussion

Pet license fees in Des Moines have been unchanged since 2006. Inflation has increased the cost of providing City services significantly in that time. As a result, general tax revenues from the general fund contributes more to animal control and licensing as time goes on, taking revenue away from other City functions. Staff is recommending to adjust animal license fees to rebalance the burden of funding animal control and licensing back towards the pet owners who disproportionately benefit from the services.

Currently, a license for a dog or cat that has been spayed or neutered is \$20 per year. The license for an unaltered dog or cat is \$60 per year. If the animal is first brought into the City between October 1 and December 31 of a given year, the license fee for that first partial year is reduced by 50%.

The proposed draft ordinance as prepared by staff sets dog and cat license fees at \$30 per year for altered animals and \$75 for unaltered animals. These amounts are in line with our neighboring jurisdictions.

DMMC 8.04.030(6) provides that pet owners 65 years and older may obtain a license for no fee if the animal is altered. Because this language is in the Code, it will require a separate draft ordinance to repeal. City staff will bring forward a separate draft ordinance to repeal this section at a future date.

Alternatives

The Council can:

1. Adopt the draft resolution as presented
2. Adopt the draft resolution with changes
3. Decline to adopt the draft resolution.

Financial Impact

Staff estimates that the draft resolution could increase revenue by approximately \$6,000 per year.

Recommendation

Staff recommends the Council adopt Draft Resolution 24-072 as presented.

CITY ATTORNEY'S FIRST DRAFT, 10/16/2024

DRAFT RESOLUTION NO. 24-072

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DES MOINES, WASHINGTON, amending annual dog and cat license fees effective calendar year 2025 and superseding Resolution No. 980.

WHEREAS, pursuant to DMMC 8.04.030(3), annual dog and cat license fees and penalties are set by resolution of the City Council, and

WHEREAS, dog and cat license fees in the City of Des Moines have remained unchanged since 2005, and

WHEREAS, the City Council finds that increasing the licensing fee for dogs and cats will continue its policy of protecting human health and safety, and to help prevent injury to property and cruelty to animals; now therefore,

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

Sec. 1. License fees. Beginning with the calendar year 2025, dog and cat license fees in the City of Des Moines shall be as follows:

(1) The annual license fee for altered dogs and cats shall be thirty dollars (\$30.00).

(2) The annual license fee for unaltered dogs and cats shall be seventy-five dollars (\$75.00).

Sec. 2. Residency dates - Prorated fees.

(1) All dog and cat licenses are for twelve months, from January 1 through December 31. If the initial residency date for the dog or cat is from January 1 through September 30, the owner shall be charged the full annual license fee for that year. If the initial residency date for the dog or cat is from October 1 through December 31, the basic dog or cat license fee shall be fifty percent (50%) of the annual license fee for that initial year.

Sec. 3. Non-compliance and penalties.

(1) For dogs and cats residing in the City of Des Moines as of January 1st of each year, if the owner fails or neglects to make application for a dog or cat license by March 1st, there shall be added to the basic fee a late penalty of fifty percent (50%) of the fee due and a late penalty of one-hundred percent (100%) shall be added to the basic fee if the owner fails or neglects to make application for a dog and cat license by May 1st.

(2) A dog or cat acquired during the year shall be licensed within 30 days from the date of its acquisition, and in such cases the above late penalties shall be charged only on licenses issued after such 30-day period and after 90 days in which to comply with the licensing requirements.

Resolution No. ____
Page 2 of 2

(3) Notwithstanding the late fees provided by this section, the owner or keeper any dog or cat kept in the City in violation of the licensing requirements in DMMC 8.04.030 between January 1 and May 1 of any year is subject to the penalties provided in DMMC chapter 10.04.

Sec. 4. Application submittals. In all cases, applicants for dog or cat licenses shall be required to submit written proof in a form acceptable to the City Manager demonstrating the following:

(a) Whether the pet has been vaccinated against rabies; and

(b) If the owner is seeking the discount applicable to altered pets, whether the pet has been altered.

Sec. 5. Any portions of Resolution No. 980 that are inconsistent with the terms and intent of this Resolution are hereby superseded.

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

ATTEST:

City Clerk

AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: Public Hearing:
2025/2026 Preliminary Biennial Budget

FOR AGENDA OF: October 24, 2024

DEPT. OF ORIGIN: Finance

ATTACHMENTS:

- 1. Draft Ordinance 24-089
- 2. Appendix A 2025/2026 Biennial Budget

DATE SUBMITTED: October 16, 2024

CLEARANCES:

- City Clerk _____
- Community Development _____
- Courts _____
- Emergency Management _____
- Finance *AA 28*
- Human Resources _____
- Legal */s/MH*
- 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:

- Present to the City Council the 2025/2026 Preliminary Biennial Budget, and;
- To hold a preliminary public hearing on the 2025/2026 Preliminary Biennial Budget, and;
- To consider for first reading the Draft Ordinance No. 24-089 – adopting the final annual budget for the City of Des Moines, Washington for the fiscal years of 2025 and 2026.

Suggested Motion

Motion 1: “I move to pass Draft Ordinance No 24-089 to a second reading on November 21, 2024 for further City Council consideration and approval.”

Background

In accordance with state law, the 2025/2026 Preliminary Biennial Budget was provided to the City Council and made available to the public on October 18, 2024.

Budget adoption requires two public hearings. The first public hearing was held on October 24, 2024 and the final public hearing is scheduled for November 21, 2024. Notice of these public hearings were provided to the public on October 4, 2024 and October 11, 2024.

Updates to the budget submitted to the City Clerk on October 1, 2024 are listed below:

Fund Name	Department	Account Description	Type	Increase/Decrease	Amount	
					2025	2026
General Fund	Finance	EXTRA HIRE WAGES	Expense	Decrease	31,112	32,045
General Fund	Finance	HOLIDAY PAY-OUT	Expense	Decrease	5,000	5,000
General Fund	Human Services	PAYMENTS TO OUTSIDE AGENCIES	Expense	Decrease	100,000	100,000
				Total	\$ 136,112	\$ 137,045
General Fund	Municipal Court	OVERTIME	Expense	Increase	10,000	10,300
General Fund	Probation	OVERTIME	Expense	Increase	3,000	3,090
General Fund	Legal	PROFESSIONAL SERVICES	Expense	Increase	69,000	
				Total	\$ 82,000	\$ 13,390
General Fund	Misc Revenue	MISC REVENUE & NSF FEES	Revenue	Increase		10,000
General Fund	Utility Tax	FRANCHISE FEES - WATER DISTRIC	Revenue	Increase	88,500	88,500
				Total	\$ 88,500	\$ 98,500
General Fund	Misc Revenue	MISC REVENUE & NSF FEES	Revenue	Decrease	40,000	
Street Fund		INTEREST REVENUE	Revenue	Increase	24,000	17,000
Hotel-Motel Tax Fund		INTEREST REVENUE	Revenue	Increase	4,500	2,500
Waterfront Zone		INTEREST REVENUE	Revenue	Increase	3,500	2,500
Reet 1St Quarter %		INTEREST REVENUE	Revenue	Increase	90,000	70,000
Reet 2Nd Quarter		INTEREST REVENUE	Revenue	Increase	50,000	30,000
One-Time Tax		INTEREST REVENUE	Revenue	Increase	50,000	30,000
Municipal Capital Improvements		INTEREST REVENUE	Revenue	Increase	275,000	200,000
Transportation Cap Imp		INTEREST REVENUE	Revenue	Increase	15,000	10,000
Traffic In Lieu		INTEREST REVENUE	Revenue	Increase	10,000	7,500
Traffic In Lieu		TRAFFIC IN LIEU IMPACT FEES	Revenue	Increase	450,000	-
Traffic Impact - City Wide		INTEREST REVENUE	Revenue	Increase	45,000	35,000
Traffic Impact Pac Ridge		INTEREST REVENUE	Revenue	Increase	20,000	15,000
Marina Fund		INTEREST REVENUE	Revenue	Increase	280,000	40,000
Surface Water Fund		INTEREST REVENUE	Revenue	Increase	338,000	270,000
Equipment Rental Operations		INTEREST REVENUE	Revenue	Increase	2,500	1,500
Equipment Rental Replacement		INTEREST REVENUE	Revenue	Increase	80,000	60,000
Facility Repair & Replacement		INTEREST REVENUE	Revenue	Increase	13,000	10,000
Equipment Rental Operations		FUEL SALES - INTERNAL - UNLEADED	Revenue	Increase	240,000	240,000
Equipment Rental Operations		FUEL SALES - INTERNAL DIESEL	Revenue	Increase	25,000	25,000
Equipment Rental Operations		FUEL SALES - EXTERNAL - UNLEADED	Revenue	Increase	20,000	20,000
Equipment Rental Operations		FUEL SALES - EXTERNAL DIESEL	Revenue	Increase	10,000	10,000
Waterfront Zone		SUPPLIES	Expense	Increase	10,000	10,000
Waterfront Zone		SECURITY PATROL SERVICES	Expense	Increase	12,500	12,500
Waterfront Zone		COMMUNICATION	Expense	Increase	1,200	1,500
Waterfront Zone		ELECTRICITY	Expense	Increase	5,000	5,000
Waterfront Zone		GARBAGE SERVICE	Expense	Increase	25,000	25,000
Waterfront Zone		REPAIRS AND MAINTENANCE	Expense	Increase	1,500	1,500
Waterfront Zone		MISCELLANEOUS SERVICES	Expense	Increase	500	500
Waterfront Zone		MISC BANK FEES	Expense	Increase	25,000	25,000

Recommendation

Staff recommends that the City Council authorize the second reading of Draft Ordinance No. 24-089 on November 21, 2024 for further City Council consideration and approval.

CITY COUNCIL'S DRAFT 10/16/2024

DRAFT ORDINANCE NO. 24-089

AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON adopting the final biennial budget for the City of Des Moines, Washington, for the fiscal years ending December 31, 2025 and December 31, 2026, in summary form, ratifying and confirming revenues and expenditures previously implemented for fiscal year 2024, as such revenues and expenditures form the basis for development of the budget for fiscal years 2025 and 2026, approving revenues and expenditures for fiscal years 2025 and 2026, and temporarily suspending the effect of any ordinance, code provision or other City requirement with which the fund adjustments and transfers proposed by the City Manager for the 2024 budget might be inconsistent.

WHEREAS, the City Manager for the City of Des Moines has prepared and submitted the preliminary biennial budget for the fiscal years ending December 31, 2025 and December 31, 2026, to the City Council and has filed these budgets with the City Clerk, and

WHEREAS, the City Council finds that the City Manager's proposed budget for fiscal years 2025 and 2026 reflects revenues and expenditures that are intended to ensure provision of vital municipal services at acceptable levels, and

WHEREAS, the City Council finds that the City Manager's proposed biennial budget for fiscal years 2025 and 2026 appropriately relies upon anticipated year-end balances derived from revenues and expenditures previously approved and authorized by the City Council as part of the City's budget for fiscal year 2024, and

WHEREAS, the City Council finds that the fund adjustments and transfers proposed by the City Manager for fiscal years 2025 and 2026 are necessary and in the public's interest, and

WHEREAS, a preliminary public hearing was held on October 24, 2024, to take public comment with respect to the proposed 2025/2026 biennial budget, and

WHEREAS, notice of the public hearing was given to the public in accordance with law and the preliminary public hearing was held on the 24th day of October, 2024, and all persons wishing to be heard were heard, and

WHEREAS, by motion regularly passed, the Des Moines City Council scheduled the final public hearing for November 21, 2024, to take public comment with respect to the proposed 2025/2026 biennial budget, and

WHEREAS, notice of the public hearing was given to the public in accordance with law and the final public hearing was held on the 21st day of November, 2024, and all persons wishing to be heard were heard; now therefore,

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

Sec. 1. The findings set forth in the preamble to this Ordinance are hereby adopted and incorporated by reference.

Sec. 2. Based on the findings adopted herein, the City Council temporarily suspends the effect of any ordinance, code provision or other City requirement with which the fund adjustments and transfers proposed by the City Manager for the 2025/2026 biennial budget might be inconsistent.

Sec. 3. The fund adjustments and transfers proposed by the City Manager for fiscal year 2024 which are incorporated in the biennial budget for fiscal years 2025/2026, are hereby authorized and approved by the City Council.

Sec. 4. Because the City's biennial budget for fiscal years 2025/2026 rely upon anticipated year-end fund balances or shortages derived from revenues collected and expenditures incurred in fiscal year 2024, the City Council hereby ratifies and confirms all revenues, from whatever source derived, and expenditures incurred by the City to the extent such revenues and expenditures are in accordance with the City's biennial budget for fiscal year 2024 or any subsequent budget amendments formally approved by the City Council.

Sec. 5. The City Council hereby adopts, affirms and approves any and all revenues, from whatever source derived, and expenditures as referenced in the attached biennial budget for fiscal years 2025/2026.

Ordinance No. 23-051
Page 3 of 7

Sec. 6. The final biennial budget for the City of Des Moines' fiscal years 2025/2026 is hereby adopted and approved in summary form as set forth in the attached Appendix "A", which is by this reference incorporated herein

Sec 7. Severability - Construction.

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

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

Sec 8. Effective date. This Ordinance shall take effect and be in full force (5) five days after its final passage by the Des Moines City Council.

PASSED BY the City Council of the City of Des Moines this 21st day of November, 2024 and signed in authentication thereof this 21st day of November, 2024.

M A Y O R

APPROVED AS TO FORM:

City Attorney

ATTEST:

City Clerk

Published: _____

2025 PRELIMINARY BUDGET SUMMARY OF SOURCES AND USES

	Fund	Projected Beginning Fund Balance	Revenues	Total Resources
	General Fund	\$ 4,154,919	\$ 25,687,882	\$ 29,842,801
Special Revenue	Street Maintenance Fund	1,246,702	2,618,000	3,864,702
	Street Pavement Fund	2,814,697	1,418,000	4,232,697
	Development Fund	548,895	2,885,246	3,434,141
	Police Drug Seizure Fund	123,857	26,000	149,857
	Hotel-Motel Tax Fund	165,550	125,000	290,550
	Affordable Housing Sales Tax Fund	91,864	35,000	126,864
	American Rescue Plan Act (ARPA)	1,103,000	-	1,103,000
	Redondo Zone	67,349	129,800	197,149
	Waterfront Zone	13,303	438,550	451,853
	Pbpw Automation Fee	765,043	195,000	960,043
	Urban Forestry Fund	-	5,000	5,000
	Abatement Fund	42,508	3,600	46,108
	Ase-Automated Speed Enf	317,071	360,000	677,071
	Redondo Speed Enforcement	285,520	1,000,000	1,285,520
	Transport Benefit District	2,285,707	1,040,000	3,325,707
	Total Special Revenue Funds	9,871,066	10,279,196	20,150,262
Debt Service	Reet 2 Eligible Debt Service	9,318	210,195	219,513
	2023 LTGO Bond Debt Service	-	611,687	611,687
	2018 Ltgo & Refunding Bonds	113,222	226,601	339,823
	Total Debt Service Funds	122,540	1,048,483	1,171,023
Capital Projects	Reet 1St Quarter %	2,581,436	740,000	3,321,436
	Reet 2Nd Quarter	720,733	700,000	1,420,733
	Park Levy	289,145	150,000	439,145
	Park In Lieu	403,878	27,500	431,378
	One-Time Tax Revenues	1,163,348	50,000	1,213,348
	Municipal Capital Improvements	10,785,573	5,526,000	16,311,573
	Transportation Cap Imp	2,194,570	8,430,000	10,624,570
	Traffic In Lieu	333,772	460,000	793,772
	Traffic Impact - City Wide	1,033,993	345,000	1,378,993
	Traffic Impact Pac Ridge	731,052	120,000	851,052
	Total Capital Projects Funds	20,237,500	16,548,500	36,786,000
Enterpris	Marina Fund	16,525,581	5,684,747	22,210,328
	Surface Water Fund	30,100,170	7,038,001	37,138,171
	Total Enterprise Funds	46,625,751	12,722,748	59,348,499
Internal Service	Equipment Rental Operations	167,862	1,077,976	1,245,838
	Equipment Rental Replacement	5,148,638	2,280,778	7,429,416
	Facility Repair & Replacement	648,101	2,128,000	2,776,101
	Computer Equip Capital Fund	1,743,146	238,000	1,981,146
	Self-Insurance Fund	949,756	1,147,472	2,097,228
	Unemployment Insurance Fund	544,772	60,000	604,772
	Total Internal Service Funds	9,202,275	6,932,226	16,134,501
	TOTAL BUDGET - ALL FUNDS	\$ 90,214,051	\$ 73,219,035	\$ 163,433,086

2025 PRELIMINARY BUDGET SUMMARY OF SOURCES AND USES

	Fund	Expenditures	Projected Ending Fund Balance	Total Uses
	General Fund	\$ 25,687,882	\$ 4,154,919	\$ 29,842,801
Special Revenue	Street Maintenance Fund	2,741,053	1,123,649	3,864,702
	Street Pavement Fund	1,466,788	2,765,909	4,232,697
	Development Fund	3,092,528	341,613	3,434,141
	Police Drug Seizure Fund	20,500	129,357	149,857
	Hotel-Motel Tax Fund	120,000	170,550	290,550
	Affordable Housing Sales Tax Fund	35,000	91,864	126,864
	American Rescue Plan Act (ARPA)	1,103,000	-	1,103,000
	Redondo Zone	150,635	46,514	197,149
	Waterfront Zone	394,462	57,391	451,853
	Pbpw Automation Fee	120,409	839,634	960,043
	Urban Forestry Fund	5,000	-	5,000
	Abatement Fund	2,500	43,608	46,108
	Ase-Automated Speed Enf	432,976	244,095	677,071
	Redondo Speed Enforcement	938,824	346,696	1,285,520
	Transport Benefit District	1,400,000	1,925,707	3,325,707
	Total Special Revenue Funds	12,023,675	8,126,587	20,150,262
Debt Service	Reet 2 Eligible Debt Service	210,195	9,318	219,513
	2023 LTGO Bond Debt Service	611,685	2	611,687
	2018 Ltgo & Refunding Bonds	226,600	113,223	339,823
	Total Debt Service Funds	1,048,480	122,543	1,171,023
Capital Projects	Reet 1St Quarter %	2,380,979	940,457	3,321,436
	Reet 2Nd Quarter	483,504	937,229	1,420,733
	Park Levy	-	439,145	439,145
	Park In Lieu	46,000	385,378	431,378
	One-Time Tax Revenues	165,000	1,048,348	1,213,348
	Municipal Capital Improvements	15,558,000	753,573	16,311,573
	Transportation Cap Imp	9,020,000	1,604,570	10,624,570
	Traffic In Lieu	-	793,772	793,772
	Traffic Impact - City Wide	140,000	1,238,993	1,378,993
	Traffic Impact Pac Ridge	-	851,052	851,052
	Total Capital Projects Funds	27,793,483	8,992,517	36,786,000
Enterprise	Marina Fund	20,370,859	1,839,469	22,210,328
	Surface Water Fund	7,448,034	29,690,137	37,138,171
	Total Enterprise Funds	27,818,893	31,529,606	59,348,499
Internal Service	Equipment Rental Operations	855,438	390,400	1,245,838
	Equipment Rental Replacement	1,389,000	6,040,416	7,429,416
	Facility Repair & Replacement	2,116,885	659,216	2,776,101
	Computer Equip Capital Fund	460,000	1,521,146	1,981,146
	Self-Insurance Fund	1,260,971	836,257	2,097,228
	Unemployment Insurance Fund	300,000	304,772	604,772
		Total Internal Service Funds	6,382,294	9,752,207
	TOTAL BUDGET - ALL FUNDS	\$ 100,754,708	\$ 62,678,378	\$ 163,433,086

2026 PRELIMINARY BUDGET SUMMARY OF SOURCES AND USES

	Fund	Projected Beginning Fund Balance	Revenues	Total Resources
	General Fund	\$ 4,154,919	\$ 25,314,149	\$ 29,469,068
Special Revenue	Street Maintenance Fund	1,123,649	2,587,000	3,710,649
	Street Pavement Fund	2,765,909	1,393,000	4,158,909
	Development Fund	341,613	2,858,422	3,200,035
	Police Drug Seizure Fund	129,357	26,000	155,357
	Hotel-Motel Tax Fund	170,550	128,000	298,550
	Affordable Housing Sales Tax Fund	91,864	35,000	126,864
	American Rescue Plan Act (ARPA)	-	-	-
	Redondo Zone	46,514	145,130	191,644
	Waterfront Zone	57,391	458,210	515,601
	Pbpw Automation Fee	839,634	190,000	1,029,634
	Urban Forestry Fund	-	5,000	5,000
	Abatement Fund	43,608	3,600	47,208
	Ase-Automated Speed Enf	244,095	357,500	601,595
	Redondo Speed Enforcement	346,696	1,000,000	1,346,696
	Transport Benefit District	1,925,707	1,020,000	2,945,707
		Total Special Revenue Funds	8,126,587	10,206,862
Debt Service	Reet 2 Eligible Debt Service	9,318	209,433	218,751
	2023 LTGO Bond Debt Service	2	611,685	611,687
	2018 Ltgo & Refunding Bonds	113,223	226,401	339,624
		Total Debt Service Funds	122,543	1,047,519
Capital Projects	Reet 1St Quarter %	940,457	720,000	1,660,457
	Reet 2Nd Quarter	937,229	680,000	1,617,229
	Park Levy	439,145	145,000	584,145
	Park In Lieu	385,378	27,500	412,878
	One-Time Tax Revenues	1,048,348	30,000	1,078,348
	Municipal Capital Improvements	753,573	4,218,000	4,971,573
	Transportation Cap Imp	1,604,570	6,070,000	7,674,570
	Traffic In Lieu	793,772	507,500	1,301,272
	Traffic Impact - City Wide	1,238,993	335,000	1,573,993
	Traffic Impact Pac Ridge	851,052	115,000	966,052
	Total Capital Projects Funds	8,992,517	12,848,000	21,840,517
Enterprise	Marina Fund	1,839,469	5,920,997	7,760,466
	Surface Water Fund	29,690,137	7,365,907	37,056,044
		Total Enterprise Funds	31,529,606	13,286,904
Internal Service	Equipment Rental Operations	390,400	1,085,106	1,475,506
	Equipment Rental Replacement	6,040,416	1,311,565	7,351,981
	Facility Repair & Replacement	659,216	1,421,000	2,080,216
	Computer Equip Capital Fund	1,521,146	280,000	1,801,146
	Self-Insurance Fund	836,257	1,203,720	2,039,977
	Unemployment Insurance Fund	304,772	55,000	359,772
	Total Internal Service Funds	9,752,207	5,356,391	15,108,598
	TOTAL BUDGET - ALL FUNDS	\$ 62,678,378	\$ 68,059,825	\$ 129,391,507

2026 PRELIMINARY BUDGET SUMMARY OF SOURCES AND USES

	Fund	Expenditures	Projected Ending Fund Balance	Total Uses
	General Fund	\$ 25,314,149	\$ 4,154,919	\$ 29,469,068
Special Revenue	Street Maintenance Fund	2,751,352	959,297	3,710,649
	Street Pavement Fund	1,068,322	3,090,587	4,158,909
	Development Fund	3,184,570	15,464	3,200,035
	Police Drug Seizure Fund	20,500	134,857	155,357
	Hotel-Motel Tax Fund	125,000	173,550	298,550
	Affordable Housing Sales Tax Fund	35,000	91,864	126,864
	American Rescue Plan Act (ARPA)	-	-	-
	Redondo Zone	187,510	4,135	191,644
	Waterfront Zone	397,452	118,149	515,601
	Pbpw Automation Fee	133,541	896,093	1,029,634
	Urban Forestry Fund	5,000	-	5,000
	Abatement Fund	2,500	44,708	47,208
	Ase-Automated Speed Enf	311,905	289,690	601,595
	Redondo Speed Enforcement	960,649	386,047	1,346,696
	Transport Benefit District	1,400,000	1,545,707	2,945,707
	Total Special Revenue Funds	10,583,301	7,750,148	16,986,753
Debt Service	Reet 2 Eligible Debt Service	209,433	9,318	218,751
	2023 LTGO Bond Debt Service	611,685	2	611,687
	2018 Ltgo & Refunding Bonds	226,400	113,224	339,624
	Total Debt Service Funds	1,047,518	122,544	1,170,062
Capital Projects	Reet 1St Quarter %	792,040	868,417	1,660,457
	Reet 2Nd Quarter	479,479	1,137,750	1,617,229
	Park Levy	39,000	545,145	584,145
	Park In Lieu	46,000	366,878	412,878
	One-Time Tax Revenues	50,000	1,028,348	1,078,348
	Municipal Capital Improvements	3,973,000	998,573	4,971,573
	Transportation Cap Imp	7,240,000	434,570	7,674,570
	Traffic In Lieu	-	1,301,272	1,301,272
	Traffic Impact - City Wide	-	1,573,993	1,573,993
Traffic Impact Pac Ridge	-	966,052	966,052	
	Total Capital Projects Funds	12,619,519	9,220,998	21,840,517
Enterprise	Marina Fund	5,770,807	1,989,659	7,760,466
	Surface Water Fund	7,301,634	29,754,410	37,056,044
	Total Enterprise Funds	13,072,441	31,744,069	44,816,510
Internal Service	Equipment Rental Operations	863,329	612,177	1,475,506
	Equipment Rental Replacement	1,887,600	5,464,381	7,351,981
	Facility Repair & Replacement	1,415,858	664,358	2,080,216
	Computer Equip Capital Fund	455,000	1,346,146	1,801,146
	Self-Insurance Fund	1,313,220	726,757	2,039,977
	Unemployment Insurance Fund	50,000	309,772	359,772
	Total Internal Service Funds	5,985,007	9,123,591	15,108,598
	TOTAL BUDGET - ALL FUNDS	\$ 68,621,934	\$ 62,116,269	\$ 129,391,507



City of Des Moines Digital Budget Book



Last updated 10/17/24





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INTRODUCTION



Transmittal Letter

Tim George, Interim City Manager

To the Honorable Mayor, City Council, and residents of Des Moines,

I am pleased to present the proposed City of Des Moines 2025/2026 Biennial Budget. The proposed 2025/2026 budget was developed in support of the City Council's goals, current and projected service and infrastructure needs, and is reflective of existing and projected economic conditions affecting the City.

Consistent with the broader national and regional economic trends, we are experiencing significant cost pressures in ongoing program operations and escalating costs in delivering capital projects. The 2025/2026 budget maintains our conservative management of on-going expenses.

As inflation has increased the costs of labor and goods by 24% from June 2020 to June 2024, the City's revenue has been unable to keep pace with its expenditures. The City's largest revenue source is property tax; a revenue source that is limited by state law to growth of 1% per year. Without a significant increase in revenue, the City will need to implement a plan to reduce the number of City staff in early 2025 resulting in decreased service levels.

During the COVID-19 pandemic, the City was able to balance the budget and avoid layoffs with the use of federal grant funds from the Coronavirus Aid, Relief, and Economic Security (CARES) Act and the American Rescue Plan (ARPA) Act. After 2024, the City will no longer have this funding available as a tool to counter rising costs.

Through the budget process, departments submitted their independent budget requests. Each budget request was scrubbed line-by-line. I am proud of the dedication and creative solutions provided by staff to reduce the size of the initial budget gap. Staff worked tirelessly to put forth the preliminary budget as presented. Nonetheless, the challenge to bring the City's structural expenditures in line with its structural revenue remains.

Financial Strategy

- Honor the commitment to utilize structural revenues to finance structural expenditures.
- Maintain legally established (by the City Council) contingency reserves. The City is required to retain 16.67% of the general fund in fund balance, a national standard established by the Government Finance Officers Association and adopted by the Des Moines City Council.



Revenues

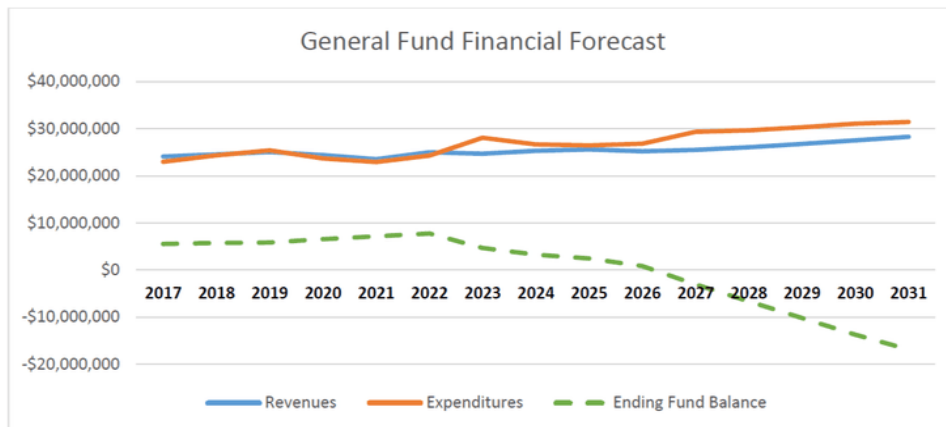
We are not expecting to see growth in revenues in 2025. Property tax is expected to increase by the state-allowed 1%. However, sales tax in 2024 has been lower than the previous year as interest rates have had a negative regional impact on the construction market. Funding from the American Rescue Plan Act are expected to have been fully expended by the end of 2024 and not available to sustain the General Fund going forward.

Cost of living adjustment (COLA)

The City of Des Moines traditionally uses the Seattle area consumer price index (CPI) for June as a basis for the cost of living adjustment to staff wages. At the time of developing this preliminary budget, the CPI-U for June 2024 was 3.8%. The preliminary budget includes this percentage adjustment for Teamster and Police Guild positions as negotiations for new contracts with these bargaining units will begin in the near future. A 3% increase is proposed for general and non-represented employees. Positions included in the Police Support Guild will receive a 3% adjustment per their negotiated contract.

Forecast

Part of the budget process includes reviewing our five (5) year forecast. The forecast reinforces our understanding that our revenue is unable to sustain our current level of services. Without increased revenue or significant cost reductions in 2025, the fund balance in the General Fund for 2025 and 2026 will not exceed the 16.67% minimum threshold set forth by the City code. From 2027 forward, the fund balance would be negative. Forecasting is not exact science and future estimates provided are conservative. But the fact is, the cost of doing business is increasing at a faster rate than our revenues are projected to increase.



Capital Projects

Our capital program is funded through various funds including:

- Real Estate Excise Taxes (REET)
- One-Time Tax
- Surface Water Management Fund
- Marina
- Bond Proceeds
- Assessments for repair and replacement of capital assets
- Grants and Contributions

The General Fund does not contribute to capital construction projects.

The 2025 – 2030 Capital Improvements Plan (CIP) was adopted by the City Council on September 26, 2024. The plan can be found online on the Finance Department web page [here](#).

Conclusion

Katherine Caffrey, the newly hired City Manager, will begin her time with the City on November 1, 2024. At that time we will have a full team in place to face the fiscal challenges of providing an effective level of services to the community. The Finance Committee will continue to meet to monitor the City's financial health and discuss solutions. There will continue to be difficult conversations over the next two years as we plan how to fund our programs with rising costs, as the world we live in has changed a lot in the last four years. However, Des Moines has faced difficult times in the past only to see the community come together to weather these down times and continue to make this community a unique and special place to work, live, and play.

Respectfully Submitted,

Tim George
Interim City Manager
10/15/2024



History of City



What was to become the City of Des Moines, Washington, was first explored by Europeans on May 26, 1792, during the exploration of British naval Captain George Vancouver. The first Americans to visit the area were part of Charles Wilkes' expedition.

The first known settler was John Moore, who probably arrived about 1867. His homestead claim certificate (#285) was granted on July 2, 1872.

In 1887, F.A. Blasher persuaded some friends in his home city of Des Moines, Iowa, to help finance the development of a town on Puget Sound. The work was done by the Des Moines Improvement Company. In 1889, the area was platted into lots and sold by the Des Moines Improvement Company, which had been incorporated by F.A. Blasher, Orin Watts Barlow, Charles M. Johnson, and John W. Kleeb. Lumber mills provided the community with its primary employment.

Early transportation to Des Moines was by water. The mosquito fleet provided access to Seattle, Tacoma, and Vashon Island. The first road, the Brick Highway, was completed in 1916. The first cross-Puget Sound automobile ferry started service from Des Moines to Portage on November 13, 1916. This ferry service continued until September 1921. Before World War II, farming fuel the local economy.

Following the war, suburbanization of the community occurred. With an increased population, the county government was unable to supply the level of service and local control desired by Des Moines residents. In response to this, Des Moines was officially incorporated on June 17, 1959.

The City's most visible asset is the 838-berth small boat marina that was opened on May 10, 1970.



Population Overview



TOTAL POPULATION

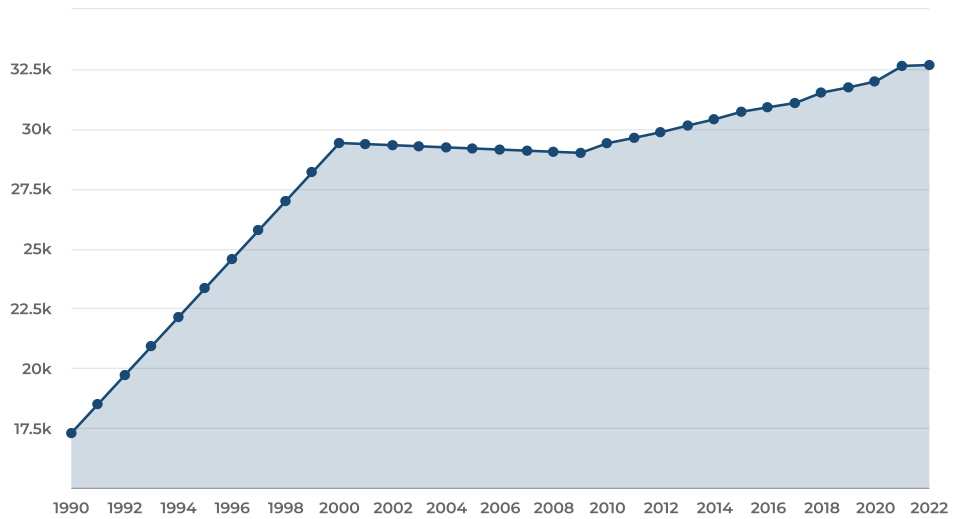
32,667

▲ **.1%**
vs. 2021

GROWTH RANK

190 out of **288**

Municipalities in Washington



* Data Source: U.S. Census Bureau American Community Survey 5-year Data and the 2020, 2010, 2000, and 1990 Decennial Censuses



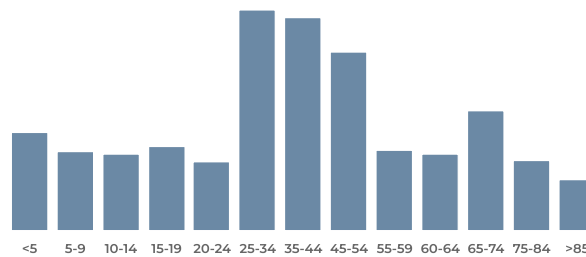
DAYTIME POPULATION

26,133

Daytime population represents the effect of persons coming into or leaving a community for work, entertainment, shopping, etc. during the typical workday. An increased daytime population puts greater demand on host community services which directly impacts operational costs.

* Data Source: American Community Survey 5-year estimates

POPULATION BY AGE GROUP



Aging affects the needs and lifestyle choices of residents. Municipalities must adjust and plan services accordingly.

* Data Source: American Community Survey 5-year estimates

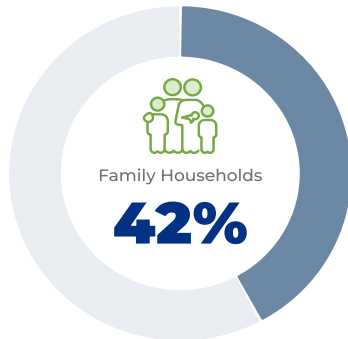


Household Analysis

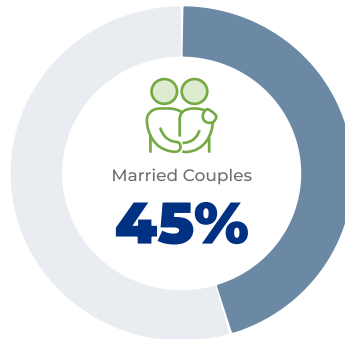
TOTAL HOUSEHOLDS

12,369

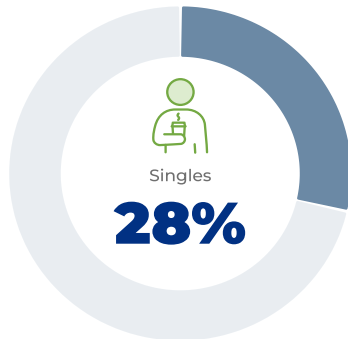
Municipalities must consider the dynamics of household types to plan for and provide services effectively. Household type also has a general correlation to income levels which affect the municipal tax base.



▼ **15%**
lower than state average



▼ **10%**
lower than state average



▲ **6%**
higher than state average



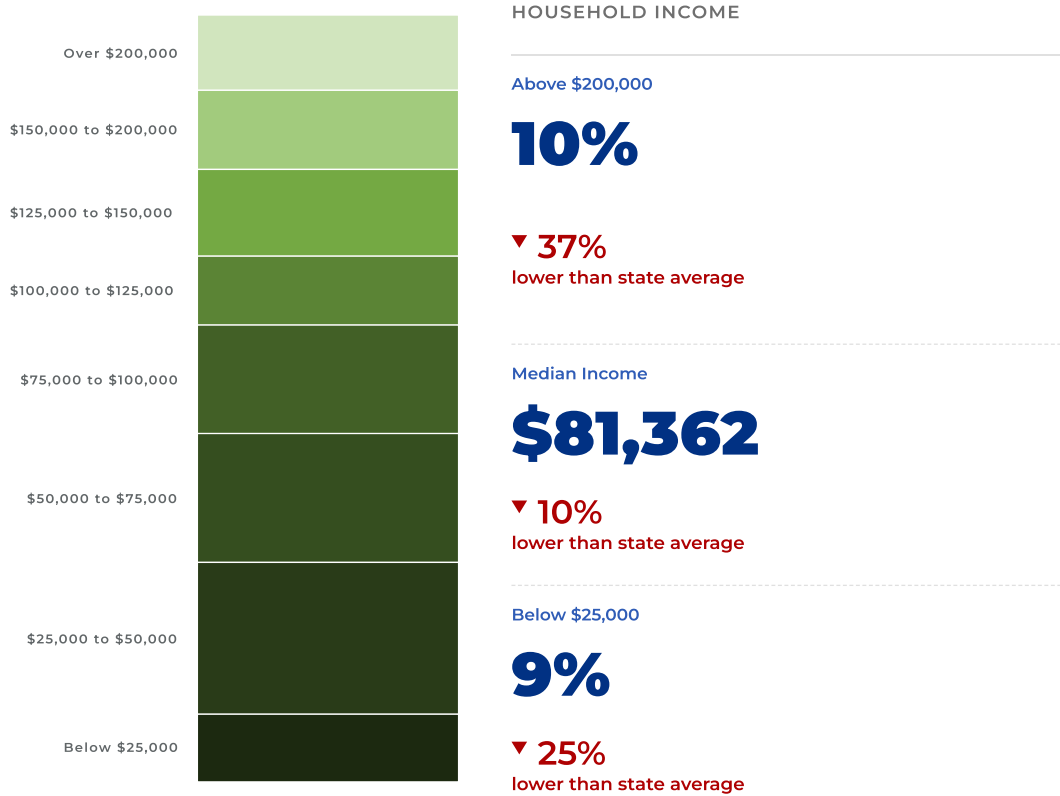
▲ **7%**
higher than state average

** Data Source: American Community Survey 5-year estimates*



Economic Analysis

Household income is a key data point in evaluating a community's wealth and spending power. Pay levels and earnings typically vary by geographic regions and should be looked at in context of the overall cost of living.



* Data Source: American Community Survey 5-year estimates

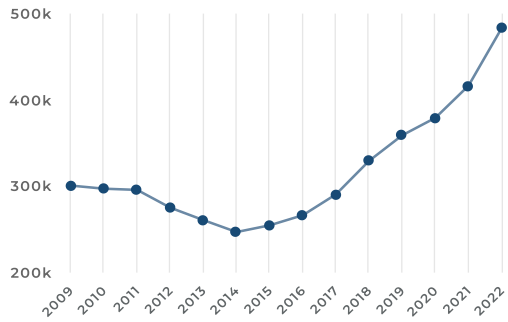


Housing Overview



2022 MEDIAN HOME VALUE

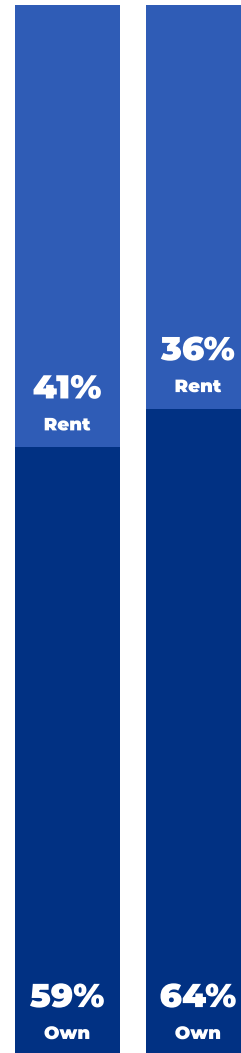
\$483,200



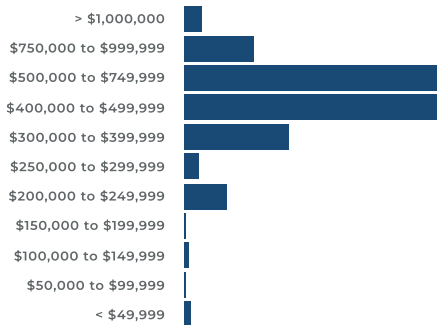
* Data Source: 2022 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

HOME OWNERS VS RENTERS

Des Moines State Avg.



HOME VALUE DISTRIBUTION

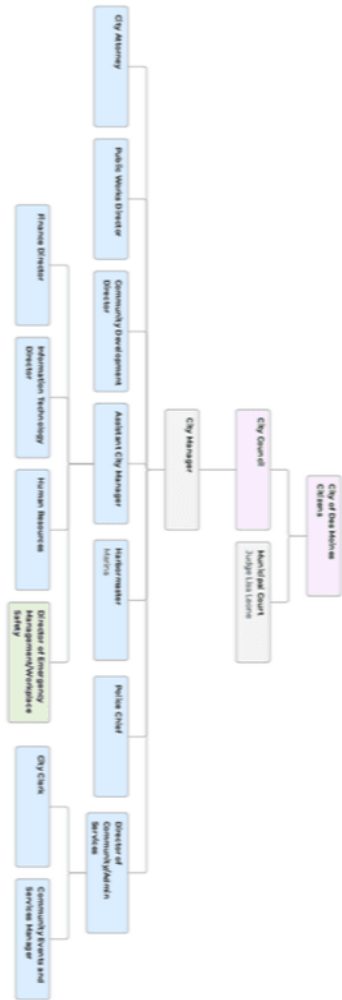


* Data Source: 2022 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

* Data Source: 2022 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.



City Organizational Chart



City Council

*Traci Buxton,
Mayor*



*Harry Steinmetz,
Deputy Mayor*



Gene Achziger



Yoshiko Grace Matsui



JC Harris



Matt Mahoney



Jeremy Nutting

Administrative Officials

City Manager	Katherine Caffrey
Assistant City Manager	Adrienne Johnson-Newton
Director of Community/Administrative Services	Bonnie Wilkins
City Clerk	Taria Keane
City Attorney	Tim George
Police Chief	Ted Boe
Finance Director	Jeff Friend
Harbormaster	Scott Wilkins
Municipal Court Judge	Lisa Leone
Public Works Director	Michael Slevin
Community Development Director	Rebecca Deming
Director of Communications	Nicole Nordholm



Fund Structure

ORDER OF FUND PRESENTATION

The City budget is organized in fund number order. The departmental budget section includes all operating funds in the traditional order of the General Fund, Special Revenue Funds, Debt Service Funds, Enterprise Funds and Internal Service Funds. The City of Des Moines uses two of the three broad categories of funds – governmental and proprietary fund types. The City does not budget the fiduciary fund type. The governmental fund types used by the City are as follows:

GENERAL FUND

The General Fund is the City's primary operating fund and is a major fund. It accounts for all financial resources except those required to be accounted for in other funds. It generally represents the basic operations of a municipality. It derives the majority of its revenues from property tax, sales tax, utility taxes, business & occupation taxes, and state-shared revenues. The General Fund (Fund 001) accounts for operations such as Police, Municipal Court, Senior Services, Recreation, and supporting departments such as Finance, Legal, and Information Technology. Each department included in the General Fund is budgeted for and presented separately in this document.

SPECIAL REVENUE FUNDS

Special revenue funds account for the proceeds of revenue sources that are restricted to specific expenditure purposes. Other restricted resources are accounted for in debt service, and capital project funds. The City of Des Moines has the following special revenue funds:

- Street Maintenance Fund (101)
- Street Pavement Fund (102)
- Development Fund (105)
- Police Drug Seizure Fund (107)
- Lodging Tax Fund (111)
- Affordable Housing Sales Tax Fund (113)
- American Rescue Plan (ARPA) Fund (114)
- Redondo Zone (140)
- Waterfront Zone (141)
- Planning, Building and Public Works (PBPW) Automation Fund (142)
- Urban Forestry Fund (151)
- Nuisance Property Abatement Fund (180)
- Automated Speed Enforcement (ASE) Fund (190)
- Redondo Speed Enforcement Fund (191)
- Transportation Benefit District Fund (199)



DEBT SERVICE FUNDS

The Des Moines Municipal Code (DMMC 3.48.150) establishes a single Debt Service Fund for financial reporting purposes. However, for managerial and budgeting purposes, the City maintains three debt service funds which are combined into a single fund in the annual financial statements. Debt service funds are used to account for the accumulation of resources for and the payment of general long-term debt, principal, interest, and related costs. The City of Des Moines has the following debt service funds:

- REET 2 Debt Service Fund (202)
- 2023 LTGO Bonds (203)
- 2018 Limited Tax Obligation Bond Debt Service Fund (208)

CAPITAL PROJECT FUNDS

The Des Moines Municipal Code (DMMC 3.48.070) establishes a single Capital Project Fund for financial reporting purposes. However, for managerial and budgeting purposes, the City maintains several Capital Project Funds which are combined into a single fund in the annual financial statements. The Capital Project Funds are used to account for the acquisition or construction of major capital facilities except those financed by proprietary funds.

The City of Des Moines has the following capital project funds:

- Municipal Capital Improvement Fund (310)
- Transportation Capital Improvement Fund (319)

These funds are funding sources for capital projects:

- REET 1 Revenue Fund (301)
- REET 2 Revenue Fund (302)
- Park Levy Revenue Fund (305)
- Park In Lieu Revenue Fund (306)
- One-time Sales Tax & B&O Tax Revenue Fund (309)
- Traffic In Lieu Fund (320)
- Traffic Impact – Citywide Revenue Fund (321)
- Traffic Impact – Pacific Ridge Revenue Fund (322)

ENTERPRISE FUNDS

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is to finance or recover, primarily through user charges, the costs of providing goods or services to the public on a continuing basis. The City of Des Moines has the following enterprise funds:

- Marina Fund (401)
- Surface Water Management Fund (450)



INTERNAL SERVICE FUNDS

Internal Service Funds are used to account for business-like activities where related goods or services are primarily provided to other departments or funds of the City on a cost-reimbursed basis. The City of Des Moines has the following internal service funds:

- Equipment Rental Operations Fund (500)
- Equipment Rental Replacement Fund (501)
- Facility Repair & Replacement Fund (506)
- Computer Replacement Fund (511)
- Self-Insurance Fund (520)
- Unemployment Insurance Fund (530)



Basis of Budgeting

In 2022, the City decided to move toward cash basis reporting for its budget and annual financial report to simplify the financial statements for most users and to reduce staff time and overall audit costs. It is also a much more conservative basis for budgeting because revenues that are still receivable at year's end are not counted as available. Beginning with the 2024 budget, the City's budget and financial statements are prepared in conformity with a cash basis, an "Other Comprehensive Basis of Accounting" as prescribed by the State Auditor's Office. Revenues are recognized when received, and expenditures are generally recognized when amounts are paid. An exception is that per State Law the City's books will remain open for 20 days after the end of the year for the payment of goods and services received in the prior year.



Financial Policies

GENERAL FUND:

One-Time Revenues Policy (Des Moines Municipal Code (DMMC) 3.100.030).

Ordinance 1637 which was adopted December 15, 2015 in conjunction with Ordinance 1561, passed on December 13, 2012, which requires the General Fund to transfer all of the sales tax and business & occupation tax revenues received by the city from development projects with a total value exceeding \$15,000,000 to the Capital Improvement funds to be used for projects consistent with the purposes of that fund. These "one-time" revenues cannot be used to fund General Fund operating expenditures.

Ending Fund Balance Policy (DMMC 3.08.010 - 16.67% Reserve). Ordinance 1703 directs the City Manager to establish expenditure policies that will result in a general fund unrestricted ending balance or operating reserve of no less than two months (amounting to 16.67%) of the recurring operating expenditures for each fiscal year. The 2025/2026 Budget provides for an ending fund balance of approximately \$3,574,778 for each year, resulting in reserves less than the threshold mandated by Ordinance 1703 (13.06% in 2025 and 7.62% in 2026). In order to maintain reserves above the 16.67% threshold, the City requires either significant increases in revenue or cuts to services. For further information on the budget deficit, please see "Budget Deficit and Staff Reductions" in the Budget Overview section.

DEBT POLICIES (DMMC 3.080.020)

The following debt management policies are adopted:

1. Debt shall not be used to finance ongoing operational costs.
2. Whenever possible, the city shall identify alternative sources of funding and shall examine the availability of all sources in order to minimize the level of debt.
3. The city shall determine the most advantageous financing method for all new projects.
4. Pay-as-you-go financing for capital improvements shall be utilized whenever feasible.
5. Total general obligation debt shall not exceed seven percent (7%) of the actual assessed value of the city as required by law.
6. The city shall utilize intergovernmental contributions, when available, to finance capital improvements that are consistent with the goals and priorities of the city.
7. The scheduled maturities of long-term obligations shall not exceed the expected useful life of the capital project or asset financed.
8. The city shall encourage and maintain professional relations with financial and bond rating agencies and shall follow a policy of full and open disclosure as required by the Securities and Exchange Commission rule 15-3C-1.



Budget Process and Timeline

BUDGET DEVELOPMENT

The budget process is a planning effort directly related to the delivery of city services. The process of developing the budget uses traditional planning concepts of understanding the priorities, developing goals consistent with those priorities, updating policies which guide the process, proposing specific plans to accomplish the goals, and balancing those plans against available resources. The budget is a year-round effort with the preparation of next year's budget starting in April/May of the current year. The steps and timing involved in preparing the operating budget are described below.

PREPARING THE BUDGET

The budget process begins in April with the development of the budget calendar for the year. Budget priorities and goals are established by the City Manager.

In May, the Finance Department and City Administration together create a list of parameters for departments to follow when preparing base budgets.

In June/July, departments prepare their budget requests for the coming year and present individual budget requests for each new function or service request. Throughout this process, meetings are held with appropriate staff and with the City Manager to review these budget requests.

The Finance Department begins preparing revenue projections at the end of July for each revenue source based on the information provided by the departments, an analysis of past revenue trends and current economic conditions, as well as information about changing demographic, industrial, and commercial activities in the community.

Expenditure analysis includes adjustments for inflation, workload increase/decreases, and other factors that cause changes in expenditures. The Finance Department budgets for all non-departmental expenditures separately based on the unique requirements of each program, and updates general government revenue and expenditure projections annually for a five-year time frame.



Beginning in July and through mid-August, the Finance Department organizes the revenue, expenditure, and new budget request information into summaries for the City Administration's review. Discussions are held with department staff regarding services provided and resources needed. Proposed budget allocations are evaluated based on city priorities and effectiveness.

In September, once the budget is balanced, the Preliminary Budget document is prepared. The preliminary budget document will be completed by mid-October. A hard copy is delivered to the Council members and the budget is made available to the public by posting to the City of Des Moines' website and providing a hard copy for review in the City Clerk's office.

The City Manager delivers a summary of his message at the first public hearing, which is typically held at the end of October with an additional public hearing held the first part of November. The public hearings are advertised for two consecutive weeks prior to the first hearing. The public is encouraged to attend and provide input on the budget plan. The public was also engaged in the budget process through a "City Budget Town Hall Meeting" on October 22, 2024.

Included in the 2025/2026 Preliminary Biennial Budget are the annual operating expenditures and estimated revenues, as well as the calendar year appropriation of the projects. The budget for capital funds is based on the six-year 2025-2030 Capital Improvement Plan, which was adopted at the September 26, 2024, City Council meeting by Resolution No. 1475. The six-year Capital Improvement Plan is a flexible, dynamic tool that encourages long-term decision-making and assures the continuity of Council goals and objectives. While the six-year Capital Improvement Plan sets project priorities, the Preliminary Biennial Budget provides the legal authority to spend money on selected projects. The capital projects for the upcoming year are included in the biennial budget and are to be formally adopted in the 2025/2026 Biennial Budget before December 31st.

ADOPTING THE BUDGET

The City of Des Moines budget is adopted by ordinance in accordance with the requirements and time limitations as mandated by state law, Revised Code of Washington (RCW) 35.33. The budget must be adopted as a balanced budget and must be in effect prior to the expenditure of any City funds. The adopted budget constitutes the legal authority for expenditures.

MONITORING THE BUDGET

City departments are able to access reports from the city's financial system, comparing actual to budgeted revenues and expenditures.



AMENDING THE BUDGET

The City of Des Moines budget is adopted by **funds**. The City Manager has authority to transfer budgeted amounts between programs within any fund. However, City Council must approve any revisions that alter the total expenditure of a fund. When the City Council determines that it is in the City's best interest to increase or decrease the appropriation for a particular fund, they may do so by amending an ordinance, after presentation of budget details, which explains the reason and discloses the impact of the amendment. The City's budget is amended at least once during the year before year-end. All appropriations lapse at the end of the year.

Budget Calendar			
Major Steps in Process	City Manager/ Management Team	Committee Meetings	City Council
Preliminary Discussion 2025-2030 CIP Plan to Municipal Facilities and Economic Development Committees		July thru August 2024	
CIP Presented to Council			September 12, 2024
Review Financial/Budget Policies	May-2024		
Determine/Discuss Budget Assumptions	June-2024		
Economic Data - Trends and Comparisons	June-2024		
Update Indirect Cost Allocation Plan	July 31, 2024		
Develop Baseline Budget - Operating Funds Revenue & Expense	To Depts - June 1, 2024 Due - July 15, 2024		
Department Meetings with City Manager	July 17, 2024 thru July 31, 2024		
Initial Five-Year Forecast	August 9, 2024		
Budget and Capital Balancing/Decisions - Finance meets with City Manager and Assistant City Manager to review requests, make decisions and balance funds - meet at least twice a week	August 12, 2024 thru August 23, 2024		
Develop powerpoint with City Manager and Directors	August 26, 2024 thru August 30, 2024		
Powerpoint for Retreat to be completed by	August 30, 2024		
Update Baseline Budget - Revenue & Expense	September		
Budget Message - Draft	September 4th thru 22nd		
Budget Retreat		September 5, 2024	
Finance Prepares Preliminary Budget	September		
Complete 2025/2026 Preliminary Biennial Budget		By October 1st	



Present 2025/2026 Preliminary Biennial Budget			
Present to City Council - Preliminary 2025/2026 Biennial Budget			September 5, 2024
CIP Presented to Council			September 26, 2024
City Budget Town Hall Meeting			October 22, 2024
Public Hearing: Preliminary 2025/2026 Biennial Budget - 1st Reading			October 24, 2024
Public Hearing and Adoption: General Property Tax Levy and Revenue Sources			November 21, 2024
Public Hearing and Adoption: Preliminary 2025/2026 Biennial Budget - 2nd Reading			November 21, 2024
Public Hearing and Adoption: Revised 2024 Annual Budget			November 21, 2024

Mid-Biennium Review			
Major Steps in Process	City Manager/ Management Team	Committee Meetings	City Council
Preliminary Discussion 2026-2031 CIP Plan to Municipal Facilities and Economic Development Committees		July thru August 2025	
CIP Presented to Council			September 11, 2025
Update Indirect Cost Allocation Plan	July 31, 2025		
Determine/Discuss Budget Assumptions	August-2025		
Economic Data - Trends and Comparisons	August-2025		
Call for mid-biennium review and adjustments	August 1, 2025		
Five-Year Forecast	September 1, 2025		
Mid-biennium adjustment requests due to Finance	September 15, 2025		
Finance/City Manager review budget adjustments	September 16, 2025 thru September 22, 2025		
Budget Adjustment update presented to Finance Committee		October 2, 2025	
First Public Hearing: 2025-2026 Budget Adjustments			October 23, 2025
Second Public Hearing: 2025-2026 Budget Adjustments			November 6, 2025



Helpful Links

City of Des Moines: <https://www.desmoineswa.gov/>

City of Des Moines - Finance Department:
<https://www.desmoineswa.gov/departments/finance>

Current and past budgets:
<https://www.desmoineswa.gov/departments/finance/budgets>

Current and past Capital Improvements Plans:
https://www.desmoineswa.gov/departments/finance/capital_improvements_plans__c_i_p

Washington State Auditor's Office - Audit Reports: <https://sao.wa.gov/reports-data/audit-reports>

Washington State Auditor's Office - Financial Intelligence Tool- City of Des Moines:
<https://portal.sao.wa.gov/FIT/explore/government/0388>



BUDGET OVERVIEW



Budget Overview

Vision

An inviting, livable, safe waterfront community embracing change for the future while preserving our past.

Mission Statement

We protect, preserve, promote, and improve the community by providing leadership and services reflecting the pride and values of Des Moines citizens.

Budget Summary

The Preliminary 2025/2026 Biennial Budget (the Budget) consists of 36 funds with total budgeted revenues of \$73,219,035 in 2025 and \$68,059,825 in 2026 and budgeted expenditures of \$100,754,708 in 2025 and \$68,621,934 in 2026.

The City is projected to begin the 2025/2026 biennium with a beginning fund balance of \$89,633,909 for all funds. The projected ending fund balance for the 2025/2026 biennium is \$68,621,934* for all funds. The 2025/2026 budget is aligned with, and makes investments in, the City's priorities.

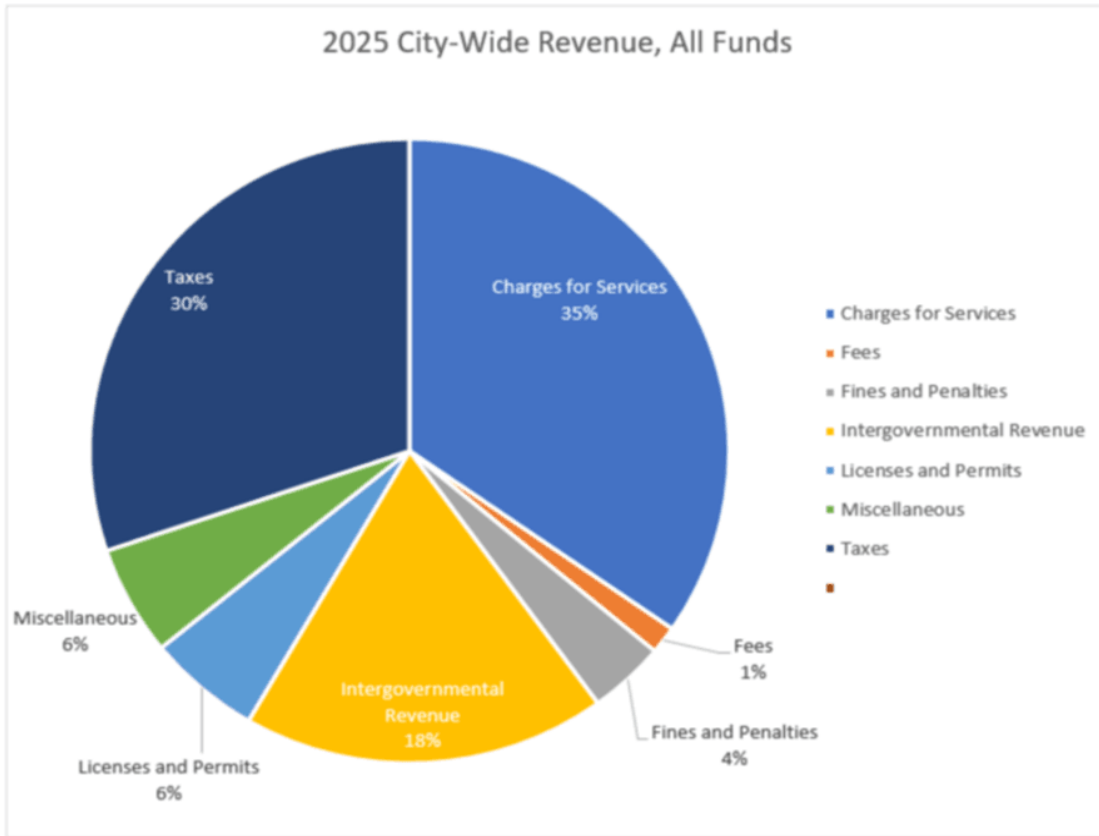
The budget is balanced as defined by Washington State law, which refers to the budgeting concept that appropriations should not exceed resources available to cover expenditures. (RCW 35.33.075, 35A.33.075, 35.34.120, and 35A.34.120).

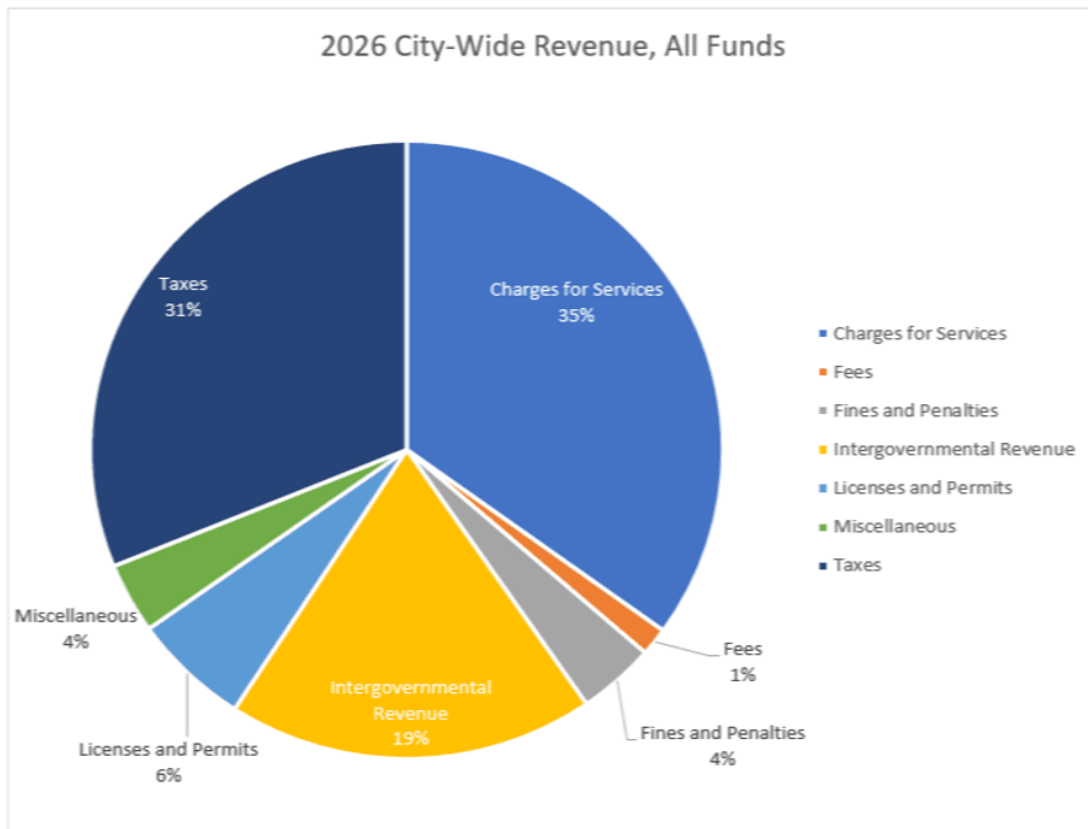
**As previously stated, the City budgets on a cash basis. The decrease in fund balance during the biennium primarily represents the expenditure of bond proceeds on capital projects. The City received \$25.1 million of bond proceeds in October 2023.*



BUDGETED REVENUES

Each of the City's revenues is categorized into one of six revenue types: taxes, licenses & permits, intergovernmental revenues, charges for goods & services, fines & penalties, and miscellaneous.





**Budgeted revenues and expenditures include amounts budgeted for inter-fund service charges and assessments, but are exclusive of amounts budgeted for transfers between funds.*

The largest budgeted revenue type is charges for goods and services, with a budgeted value of about \$23 million per year of the biennium. Charges for goods and services include utility revenues and other user fees. Taxes, which includes property and real estate taxes, sales tax, business tax, and utility tax among others, is projected to be the second largest total revenue in the 2025/2026 budget with over \$20 million in revenue in each year of the biennium. Intergovernmental revenues are projected to be the third largest revenue source during the biennium budgeted over \$12 million of projected revenue per year; intergovernmental revenues are primarily state shared revenues and grants.

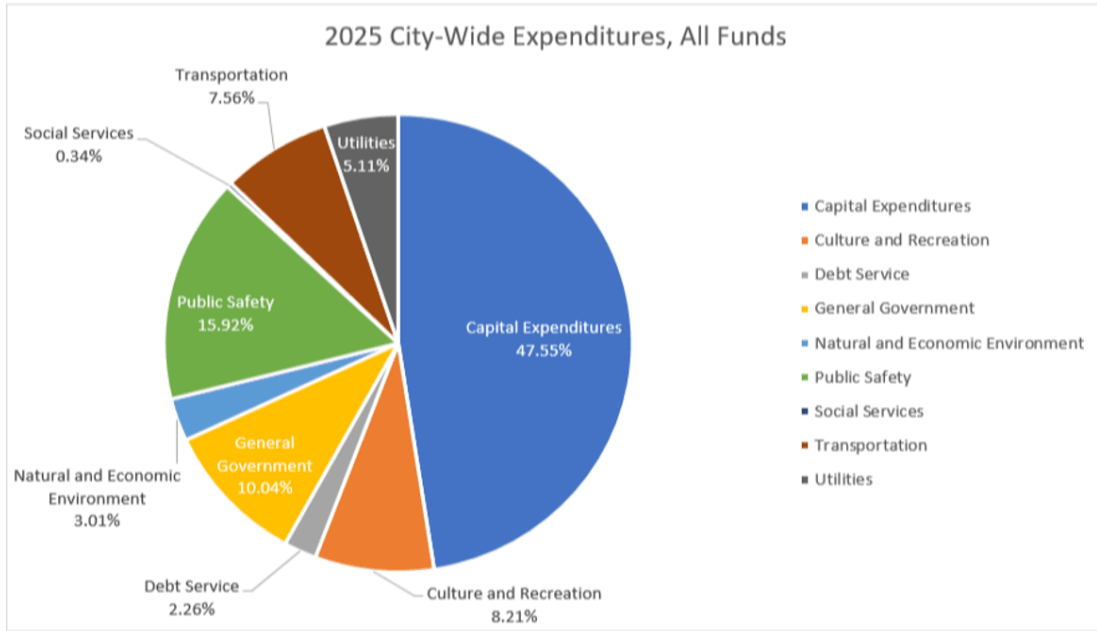
Licenses and permits (about \$3.8 million per year) are budgeted to be the fourth largest revenue source, while miscellaneous revenues follows closely behind at \$3.7 million in 2025 and \$2.4 million in 2026.

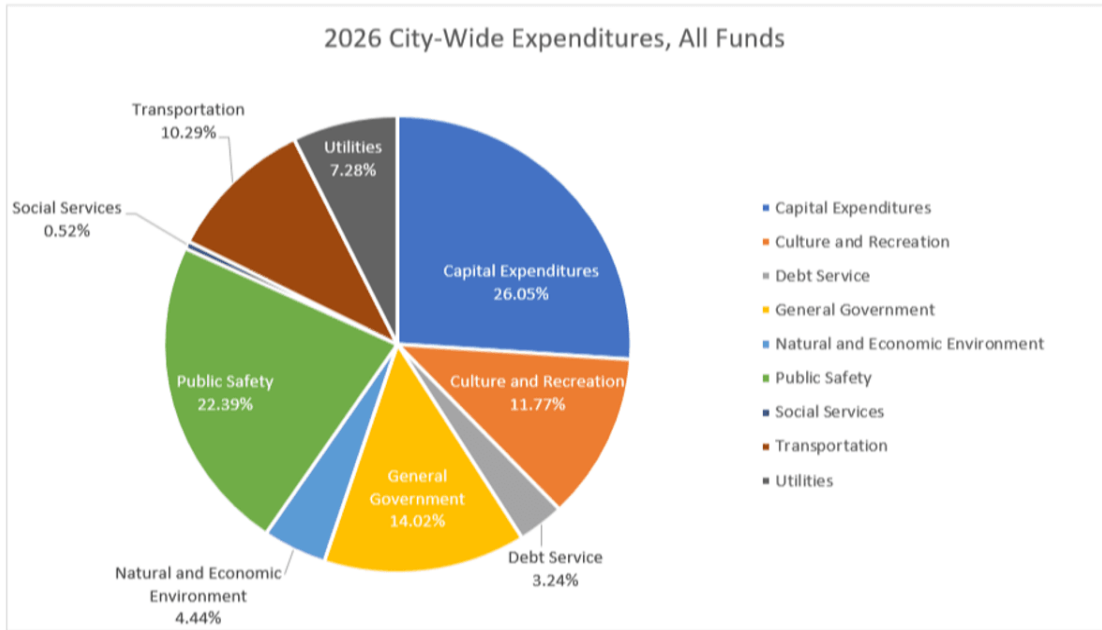
Fines and penalties and fees round out the revenue picture for the biennium with about \$2.5 million and \$950,000 budgeted per year, respectively.



BUDGETED EXPENDITURES

Each of the City's expenditures is classified into one of nine expenditure categories: general government, public safety, utilities, transportation, natural & economic environment, social services, culture & recreation, debt service, and capital expenditures.





**Budgeted revenues and expenditures include amounts budgeted for inter-fund service charges and assessments, but are exclusive of amounts budgeted for transfers between funds.*

The largest spending category during the 2025/2026 biennium is capital expenditures. Capital expenditures are made for projects or assets that cost greater than \$25,000 and have a useful life of over five years. In 2025, capital expenditures are budgeted at over \$45 million for 2025 and over \$17 million in 2026.

Below is a list of expenditure categories from largest to smallest:

	2025	2026
Capital Expenditures	\$45,168,885	\$17,281,458
Public Safety	15,121,886	14,885,732
General Government	9,532,896	9,301,506
Culture and Recreation	7,798,195	7,811,016
Transportation	7,182,085	6,827,954
Utilities	4,854,034	4,831,634
Natural and Economic Environment	2,862,634	2,942,732
Debt Service	2,150,476	2,147,917
Social Services	322,133	345,467
Total	\$94,993,225	\$66,345,415



Strategic Financial Plan

At this time, the City does not have a strategic financial plan. The newly hired City Manager will work with the City Council to develop and implement a strategic plan. The City recognizes it needs a serious and proactive approach to managing the continuously escalating cost of maintaining residents' desired service levels, and also understands that this must be accomplished without jeopardizing the City's long-term fiscal stability. This approach will provide clear direction for spending, and establishing and prioritizing needs.

Goals

- Protect people and property.
- Promote economic stability, growth, and vitality.
- Improve and enhance the City's transparency through community communications.
- Maintain, and when possible, enhance the City's infrastructure.
- Provide efficient and effective customer-oriented City services.
- Preserve and celebrate the historic elements of the City.
- Encourage community involvement.
- Preserve livability for all generations.
- Participate in regional and state issues and decisions.
- Protect the natural environment.



Short-term Factors

- Develop and implement a strategic financial plan for the City.
- Continue to recognize community members/organizations and City staff.
- Implement a written, measurable communications plan and strategy.
- Continue to work with our neighboring cities, Highline College, Metro and Sound Transit to develop the best transportation routes for our businesses and residents.
- Continue to support appropriate development opportunities in Des Moines.
- Enhance public safety through appropriate hiring, staffing and technology and continued focus on prevention and community engagement.
- Capital replacement program for all the city facilities.

Priorities and Issues

- Implement a strategic plan and goals for the city.
- Support ongoing programs to improve public safety.
- Maintain the Police Department's accreditation.
- Develop and implement an economic development strategic plan.
- Address structural financial deficit for the General Fund.



Budget Gap and Staff Reduction

The City of Des Moines, Washington's largest revenue source is Property Tax. Washington State law limits property tax collections to 1% annual increases. From June 2020 through to June 2024, costs have risen 24% according to the Seattle area Consumer Price Index. The City's revenue growth, partially limited by state law, has not been able to keep up with the pace of rising costs. The City placed a property tax levy lid lift ballot measure on the ballot for voters to approve raising property tax collections more than the 1% over the prior year. However, this ballot measure was rejected by voters on August 6, 2024.

Though the General Fund budget contained herein presents revenue and expenditures that are equal in 2025 and 2026, it must be noted that expenditures still exceed revenue by **\$725,274** in 2025 and **\$1,396,984** in 2026.

The City has been without a permanent City Manager since November 2023. A newly hired City Manager, Katherine Caffrey, begins her tenure on November 1, 2024. City staff have labored to close what was an initial \$4.5 million budget gap in the General Fund; however, further work remains. Structural expenditures need to be aligned with structural revenue.

As the City Manager has yet to begin her employment, the budget amounts referenced above were accounted for in the 2025/2026 Budget as savings in (contra) expenditure accounts labeled "Staff Reduction". This will enable City administration to implement a service reduction/staff layoff plan under the new City Manager's guidance and bring expenditures level with revenue. It is expected that this plan will be implemented in the first quarter of 2025.

The method for allocating the difference between revenue and expenditures to General Fund departments as savings resulting from the staff reduction plan was to prorate the amounts per department based on Salary and Wages expense. No decisions have yet to be made in terms of which departments will see a reduction in staffing.

Personnel Changes

Significant personnel changes include the following:

- Expiration of four limited-term positions in the Police Department funded by the American Rescue Plan Act (ARPA)
 - 2 Patrol Officers
 - Crisis Response Specialist
 - Crime Analyst
- Elimination of Finance Intern
- Addition of City Hall Front Desk Assistant (Extra Hire)



Staffing Levels

Staffing levels are displayed for the years 2022, 2023, 2024, 2025 and 2026, by fund.

GENERAL FUND						
STAFFING LEVELS						
POSITION	Number of Employees					
	2022	2023	2024	2024 Adj	2025	2026
CITY COUNCIL						
Mayor	1.00	1.00	1.00	1.00	1.00	1.00
Deputy Mayor	1.00	1.00	1.00	1.00	1.00	1.00
Council Member	5.00	5.00	5.00	5.00	5.00	5.00
Total City Council	7.00	7.00	7.00	7.00	7.00	7.00
CITY MANAGER						
City Manager	1.00	1.00	1.00	1.00	1.00	1.00
Assistant City Manager	-	-	1.00	1.00	1.00	1.00
Executive Director of Marina Redevelopment	1.00	-	-	-	-	-
Chief Administrative Officer	1.00	1.00	1.00	1.00	-	-
Chief Strategic Officer	0.25	-	-	-	-	-
Director of Communications	-	-	-	1.00	1.00	1.00
Land Use Planner I-III/Economic Manager	0.50	-	-	-	-	-
Management Analyst	0.60	1.00	1.00	1.00	1.00	1.00
Director of Emergency Preparedness & Safety Officer	1.00	1.00	1.00	1.00	1.00	1.00
Total City Manager	5.35	4.00	5.00	6.00	5.00	5.00
HUMAN RESOURCES						
Human Resources Director	1.00	1.00	-	-	-	-
Human Resources Intern (Limited Term)	0.75	0.33	0.33	0.33	-	-
Human Resources Analyst	-	1.00	1.00	1.00	1.00	1.00
Human Resources Analyst (Limited Term)	1.00	1.00	1.00	1.00	-	-
Total Human Resources	2.75	3.33	2.33	2.33	1.00	1.00
CITY CLERK						
Director of Community/Administrative Services	-	-	-	-	0.25	0.25
City Clerk	1.00	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	-	-	1.00	1.00	1.00	1.00
Public Records Specialist	1.00	1.00	-	-	-	-
Administrative Assistant II	-	-	1.00	1.00	1.00	1.00
City Hall Office Specialist	1.00	1.00	-	-	0.50	0.50
City Hall Front Desk Assistant	0.60	-	-	-	-	-
Total City Clerk	3.60	3.00	3.00	3.00	3.75	3.75



STAFFING LEVELS						
POSITION	Number of Employees					
	2022	2023	2024	2024 Adj	2025	2026
FINANCE						
Finance Director	1.00	1.00	1.00	1.00	1.00	1.00
Deputy Finance Director	1.00	-	-	-	-	-
Financial Operations Manager	-	1.00	1.00	1.00	1.00	1.00
Principal Accountant	-	-	-	1.00	1.00	1.00
Tax Manager/Systems Auditor	-	-	1.00	-	-	-
Senior Accountant	1.00	1.00	-	-	-	-
Senior Accounting Specialist	-	1.00	1.00	1.00	1.00	1.00
Extra Hire - Senior Accounting Specialist	-	-	-	-	-	-
Staff Accountant	2.00	2.00	2.00	2.00	2.00	2.00
Staff Accountant (Limited Term)	0.50	-	-	-	-	-
Accounting Intern - Extra Hire	0.50	0.50	0.50	0.50	-	-
Payroll & Benefits Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Payroll Accountant	-	-	-	-	-	-
Acctg Specialist - Accts Payable	1.00	-	-	-	-	-
Total Finance	8.00	7.50	7.50	7.50	7.00	7.00
INFO TECHNOLOGY						
IT Director	-	1.00	1.00	1.00	-	-
IT Operations Supervisor	-	1.00	1.00	1.00	1.00	1.00
Information Services Manager	1.00	-	-	-	-	-
IT Systems Administrator	1.00	1.00	1.00	-	-	-
Business Support Analyst	-	1.00	1.00	1.00	1.00	1.00
IT Specialist	-	-	-	1.00	1.00	1.00
IT Technician	1.00	-	-	-	-	-
Total Info Technology	3.00	4.00	4.00	4.00	3.00	3.00
LEGAL						
City Attorney	1.00	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney	1.00	1.00	1.00	1.00	1.00	1.00
Prosecuting Attorney	1.00	1.00	1.00	1.00	1.00	1.00
Deputy Prosecuting Attorney - Limited Term	1.00	1.00	1.00	1.00	1.00	1.00
Domestic Violence Advocate	0.40	0.40	0.40	0.40	0.40	0.40
Paralegal(s)	0.42	0.42	0.42	0.42	0.42	0.42
Total Legal	4.82	4.82	4.82	4.82	4.82	4.82

STAFFING LEVELS						
POSITION	Number of Employees					
	2022	2023	2024	2024 Adj	2025	2026
MUNICIPAL COURT						
Judge	0.80	0.80	0.80	0.80	0.80	0.80
Director of Court Administration	1.00	1.00	1.00	1.00	1.00	1.00
Court Operations Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Court Clerks	4.00	5.00	5.00	5.00	5.00	5.00
Court Clerk (Limited Term)	1.00	-	-	1.00	1.00	1.00
Court Marshal	1.60	1.60	2.00	2.00	2.00	2.00
Support Services Administrator	1.00	-	-	-	-	-
Support Services Specialist	1.00	2.00	2.00	2.00	2.00	2.00
Total Municipal Court	11.40	11.40	11.80	12.80	12.80	12.80
POLICE						
Chief of Police	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Chief of Police	2.00	2.00	2.00	2.00	2.00	2.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Commander	1.00	-	-	-	-	-
Sergeant - Detectives	1.00	1.00	1.00	1.00	1.00	1.00
Street Crimes - Detectives	2.00	2.00	2.00	-	-	-
Patrol Officers - Detectives	5.00	5.00	5.00	5.00	5.00	5.00
Traffic Enforcement Officer	1.00	1.00	1.00	1.00	1.00	1.00
ATF Violent Crime Detectives	1.00	-	-	-	-	-
Sergeant - Prof Standards	1.00	1.00	1.00	1.00	1.00	1.00
Sergeant - Administrative	1.00	1.00	1.00	1.00	1.00	1.00
Sergeant - Patrol	3.00	4.00	4.00	4.00	4.00	4.00
Patrol Officers - Patrol	16.00	18.00	18.00	20.00	20.00	20.00
Patrol Officers - Patrol (ARPA)	2.00	2.00	2.00	2.00	-	-
Crisis Response Specialist - (ARPA)	2.00	1.00	1.00	1.00	-	-
Crime Analyst (ARPA)	-	-	1.00	1.00	-	-
Community Service Officer	2.00	2.00	2.00	2.00	2.00	2.00
Animal Control Officer	-	-	-	-	-	-
Digital and Field Evidence Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Record Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Record Specialists	5.00	5.00	5.00	5.00	5.00	5.00
Total Police	49.00	49.00	50.00	50.00	46.00	46.00



STAFFING LEVELS						
POSITION	Number of Employees					
	2022	2023	2024	2024 Adj	2025	2026
PLANNING, BUILDING & PUBLIC WORKS (PBPW) TAX BASED						
Planning, Building & Permits						
Community Development Director	0.50	0.50	0.50	0.50	0.50	0.50
Planning & Development Svcs Mgr	0.50	-	-	-	-	-
Building Official	1.00	1.00	1.00	1.00	1.00	1.00
Senior Plans Examiner - Extra Hire	-	0.42	0.42	0.42	0.25	0.25
Land Use Planner I-III/Economic Manager	0.25	-	-	-	-	-
Permit Coordinator	1.30	0.30	0.30	0.30	0.30	0.30
Total Planning, Building & Permits	3.55	2.22	2.22	2.22	2.05	2.05
Public Works Maintenance (Building/Facility & Parks)						
Public Works Director	0.10	0.10	0.10	0.10	0.10	0.10
Maintenance Superintendent	0.30	0.30	0.30	0.30	0.30	0.30
Assitant Maintenance Superintendent	-	-	0.30	0.30	0.30	0.30
Senior Maint Lead - Facilities	1.00	1.00	1.00	1.00	1.00	1.00
Senior Maint Lead - Parks	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Specialist - Parks	1.00	1.00	1.00	1.00	-	-
Maintenance Specialist - Facilities	-	1.00	1.00	1.00	1.00	1.00
Maint Worker - Parks	5.00	5.00	5.00	5.00	5.00	5.00
Maint Worker - Parks - Seasonal Extra Hire	-	-	-	-	1.00	1.00
Maint Worker - Facilities	1.00	1.00	1.00	1.00	1.00	1.00
Admin Assistant II	0.12	0.12	0.12	0.12	0.12	0.12
Plant Care Specialist - Extra Hire	0.45	0.45	0.45	0.45	-	-
Total Public Works Maintenance	9.97	10.97	11.27	11.27	10.82	10.82
Engineering & CIP Services						
Public Works Director	0.20	0.20	0.20	0.20	0.20	0.20
City Engineer	0.25	0.25	0.25	0.25	0.25	0.25
Principal Engineer	-	-	0.50	0.50	0.50	0.50
Capital Improvement Projects Manager	-	-	-	-	1.00	1.00
Engineering Inspector	0.05	0.05	0.05	0.05	0.05	0.05
Civil Engineer I	0.90	-	-	-	-	-
Civil Engineer II	0.10	0.50	-	-	-	-
Admin Assistant II	0.06	0.06	0.06	0.06	0.06	0.06
Total Engineering & CIP Services	1.56	1.06	1.06	1.06	2.06	2.06
Total Planning, Building & Public Works Tax Based	15.08	14.25	14.55	14.55	14.93	14.93



STAFFING LEVELS						
POSITION	Number of Employees					
	2022	2023	2024	2024 Adj	2025	2026
Community Events and Services						
Administration						
Director of Community/Administrative Services	-	-	-	-	0.75	0.75
Community Events and Services Director	-	-	0.25	0.25	-	-
Parks, Recreation, and Senior Services Director	1.00	1.00	-	-	-	-
Assistant Parks & Recreation Director	0.40	-	-	-	-	-
Recreation Manager	0.40	1.00	1.00	1.00	-	-
Assistant Recreation Manager	-	1.00	1.00	1.00	-	-
Field Supervisor - Extra Hire	-	0.50	0.50	0.50	-	-
Program Support Specialist	-	1.00	1.00	1.00	-	-
Office Attendant	-	0.50	0.50	0.50	0.50	0.50
Total Administration	1.80	5.00	4.25	4.25	1.25	1.25
Recreation Program						
Assistant Parks Director	0.30	-	-	-	-	-
Recreation Manager	0.30	-	-	-	1.00	1.00
Assistant Recreation Manager	1.00	-	-	-	1.00	1.00
Community Events Assistant	-	-	-	-	1.00	1.00
Program Coordinator - Recreation	-	1.00	1.00	1.00	1.00	1.00
Office Specialist	1.00	-	-	-	-	-
Recreation Specialist	1.00	-	-	-	-	-
Recreation Instructor	-	0.48	0.48	0.48	-	-
Field/Gym Supervisor - Extra Hire	-	-	-	-	1.00	1.00
Extra-Hire Recreation Leader	3.28	3.28	3.28	3.28	3.65	3.65
Extra-Hire Referees	0.79	0.79	0.79	0.79	0.79	0.79
Extra-Hire Scorekeepers	-	1.00	1.00	1.00	1.00	1.00
Extra-Hire Office/Field Attendant	1.51	-	-	-	-	-
Total Recreation Program	9.18	6.55	6.55	6.55	10.44	10.44
Community Events and Senior Services						
Community Events and Services Director	-	-	0.75	0.75	-	-
Community Events and Services Manager	-	-	-	-	1.00	1.00
Community Events Assistant	-	-	-	-	2.00	2.00
Events & Facilities Manager	1.00	1.00	1.00	1.00	-	-
Senior Event Planner	1.00	1.00	1.00	1.00	-	-
Events and Facility Coordinator Assistant	1.00	1.00	1.00	1.00	-	-
Lead Facility Attendant	0.25	0.25	0.25	0.25	0.25	0.25
Facility Attendant - Extra Hire	2.00	2.00	2.00	2.00	2.25	2.25
Department Aide - Extra Hire	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Parks Director	0.30	-	-	-	-	-
Recreation Manager	0.30	-	-	-	-	-
Program Assistant	1.00	-	-	-	-	-
Program Support Specialist	-	1.00	1.00	1.00	1.00	1.00
Department Aide - Kitchen Assistant - Extra Hire	-	1.00	1.00	1.00	1.00	1.00
Management Analyst - Human Svcs	0.60	-	-	-	-	-
Total Senior Services	8.45	8.25	9.00	9.00	8.50	8.50
Total Community Events and Services	19.43	19.80	19.80	19.80	20.19	20.19
Total General Fund	129.43	128.10	129.80	131.80	125.49	125.49

STAFFING LEVELS						
POSITION	Number of Employees					
	2022	2023	2024	2024 Adj	2025	2026
STREET MAINTENANCE FUND						
Public Works Director	0.15	0.15	0.15	0.15	0.20	0.20
Senior Engineer - Extra Hire	0.24	0.24	0.24	0.24	0.24	0.24
City Engineer	0.05	0.05	0.05	0.05	0.05	0.05
Civil Engineer I	-	-	-	-	1.00	1.00
GIS Administrator	0.30	0.30	0.30	0.30	0.30	0.30
Maintenance Superintendent	0.30	0.30	0.30	0.30	0.30	0.30
Assistant Maintenance Superintendent	-	-	0.30	0.30	0.30	0.30
Senior Maintenance Lead	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Worker	2.00	2.00	2.00	2.00	2.00	2.00
Traffic Control Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II	0.15	0.15	0.15	0.15	0.15	0.15
Total	5.19	5.19	5.49	5.49	6.54	6.54



STAFFING LEVELS						
POSITION	Number of Employees					
	2022	2023	2024	2024 Adj	2025	2026
DEVELOPMENT FUND						
Planning, Building & Permits						
Community Development Director	0.50	0.50	0.50	0.50	0.50	0.50
Planning & Development Services Manager	0.50	1.00	1.00	1.00	1.00	1.00
Senior Planner	1.00	1.00	1.00	1.00	1.00	1.00
Principal Planner	1.00	-	-	-	-	-
Land Use Planner II	0.25	-	-	-	-	-
Land Use Planner I	1.00	2.00	2.00	2.00	2.00	2.00
Building Official (In-Training)	1.00	-	-	-	-	-
Asst Bldg Official/Electr & Bldg Inspector	1.00	1.00	1.00	1.00	1.00	1.00
Building Inspector/Plans Examiner	1.00	-	-	-	-	-
Electrical/Bldg Inspector/Plans Exam	1.00	1.00	1.00	1.00	1.00	1.00
Plans Examiner/Building Inspector	1.00	2.00	2.00	2.00	2.00	2.00
Permit Coordinator	0.70	1.70	1.70	1.70	1.70	1.70
GIS Administrator	0.15	0.15	0.15	0.15	0.15	0.15
Extra-Hire Permit Counter Assistant	1.00	-	-	-	0.50	0.50
Total Planning, Building & Permits	11.10	10.35	10.35	10.35	10.85	10.85
Engineering & CIP Services						
Public Works Director	0.40	0.40	0.40	0.40	0.15	0.15
City Engineer	0.70	0.70	0.70	0.70	0.70	0.70
Principal Engineer	-	-	0.50	0.50	0.50	0.50
Senior Engineer - Extra Hire	0.24	0.24	0.24	0.24	0.24	0.24
Surface Water/Environ Engrng Mgr	0.10	-	-	-	-	-
Capital Improvement Projects Mgr	1.00	1.00	1.00	1.00	-	-
Administrative Coordinator (Sound Transit)	1.00	-	-	-	-	-
Civil Engineer I	-	1.00	1.00	1.00	-	-
Civil Engineer II	1.00	0.50	-	-	-	-
Civil Engineer I (Sound Transit)	1.00	1.00	1.00	1.00	1.00	1.00
Engineering Inspector	0.95	0.95	0.95	0.95	0.95	0.95
GIS Administrator	0.15	0.15	0.15	0.15	0.15	0.15
Admin Assistant II	0.20	0.20	0.20	0.20	0.20	0.20
Total Engineering & CIP Services	6.74	6.14	6.14	6.14	3.89	3.89
Total Development Fund	17.84	16.49	16.49	16.49	14.74	14.74

STAFFING LEVELS						
POSITION	Number of Employees					
	2022	2023	2024	2024 Adj	2025	2026
MARINA FUND						
Harbormaster	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Harbormaster	1.00	1.00	1.00	1.00	1.00	1.00
Office Assistant	1.00	-	-	-	-	-
Office Specialist	1.00	2.00	2.00	2.00	2.00	2.00
Senior Maintenance Lead	1.00	2.00	2.00	2.00	2.00	2.00
Marina Environmental & Operations Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Harbor Attendant	4.00	3.00	3.00	3.00	3.00	3.00
Department Aide - Extra Hire	-	0.50	0.50	0.50	1.00	1.00
Harbor Aide - Extra Hire	1.72	1.00	1.00	1.00	0.50	0.50
Total Marina Fund	11.72	11.50	11.50	11.50	11.50	11.50
SURFACE WATER MANAGEMENT FUND						
Public Works Director	0.10	0.10	0.10	0.10	0.30	0.30
Administrative Assistant	0.40	0.40	0.40	0.40	0.40	0.40
Surface Water/Environmt Engrng Mgr	0.90	1.00	1.00	1.00	1.00	1.00
Civil Engineer I	1.00	1.00	1.00	1.00	1.00	1.00
Civil Engineer II	1.00	1.00	1.00	1.00	1.00	1.00
GIS Administrator	0.40	0.40	0.40	0.40	0.40	0.40
Engineering Technician	2.00	2.00	2.00	3.00	3.00	3.00
Senior Engineer - Extra Hire	0.12	0.12	0.12	0.12	0.12	0.12
Maintenance Superintendent	0.30	0.30	0.30	0.30	0.30	0.30
Assistant Maintenance Superintendent	-	-	0.30	0.30	0.30	0.30
Senior Maintenance Lead	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Worker	4.00	4.00	4.00	4.00	4.00	4.00
Total Surface Water Management Fund	12.22	12.32	12.62	13.62	13.82	13.82



STAFFING LEVELS						
POSITION	Number of Employees					
	2022	2023	2024	2024 Adj	2025	2026
EQUIPMENT RENTAL FUND						
Public Works Director	0.05	0.05	0.05	0.05	0.05	0.05
Administrative Assistant II	0.07	0.07	0.07	0.07	0.07	0.07
Maintenance Superintendent	0.10	0.10	0.10	0.10	0.10	0.10
Assistant Maintenance Superintendent	-	-	0.10	0.10	0.10	0.10
Lead Mechanic	1.00	1.00	1.00	1.00	1.00	1.00
Mechanic	1.00	1.00	1.00	1.00	1.00	1.00
Total Equipment Rental Fund	2.22	2.22	2.32	2.32	2.32	2.32
Total Other Funds	49.19	47.72	48.42	49.42	48.92	48.92
GRAND TOTAL	178.62	175.82	178.22	181.22	174.41	174.41
Total Regular & Part-time FTEs	166.27	164.28	166.68	169.68	161.87	161.87
Total Extra Hires/Seasonal FTEs	12.35	11.54	11.54	11.54	12.54	12.54
	178.62	175.82	178.22	181.22	174.41	174.41



Index of Positions and Pay Schedules

2025	
City of Des Moines - Index of Positions and Pay Schedule Directors and City Manager	
Cost of Living Adj: 3.0%	

Grade/ Rank	Positions	Step/Level	Hourly Rate	Semi- Monthly Salary	Annual Salary
D-30	Director of Emergency Management	Step 1	55.5931	4,818.25	115,638.10
		Step 2	58.3754	5,059.40	121,425.87
		Step 3	61.2970	5,312.61	127,502.87
		Step 4	64.3656	5,578.57	133,885.58
		Step 5	67.5872	5,857.78	140,588.76
D-31		Step 1	57.8175	5,011.04	120,264.88
		Step 2	60.7112	5,261.84	126,284.18
		Step 3	63.7451	5,524.79	132,594.99
		Step 4	66.9316	5,800.98	139,223.04
		Step 5	70.2790	6,091.08	146,185.84
D-32	Deputy Harbormaster	Step 1	60.1254	5,211.07	125,065.89
		Step 2	63.1311	5,471.57	131,317.79
		Step 3	66.2903	5,745.38	137,889.19
		Step 4	69.6025	6,032.45	144,778.86
		Step 5	73.0826	6,334.07	152,017.70
D-33		Step 1	62.5314	5,419.60	130,070.48
		Step 2	65.6555	5,690.38	136,568.73
		Step 3	68.9400	5,975.03	143,400.72
		Step 4	72.3849	6,273.80	150,566.43
		Step 5	76.0042	6,587.28	158,094.70
D-34	Director of Court Administration	Step 1	65.0351	5,636.59	135,278.14
		Step 2	68.2849	5,918.25	142,038.03
		Step 3	71.7016	6,214.38	149,145.03
		Step 4	75.2861	6,525.05	156,601.20
		Step 5	79.0519	6,851.43	164,434.35
D-35	Communications Director	Step 1	67.6382	5,882.03	140,888.73
		Step 2	71.0182	6,155.15	147,723.63
		Step 3	74.5677	6,462.78	155,106.87
		Step 4	78.2988	6,786.16	162,867.72
		Step 5	82.2107	7,125.20	171,004.72
D-36	Information Technology Director	Step 1	70.3419	6,096.53	146,316.85
		Step 2	73.8586	6,401.15	153,627.59
		Step 3	77.5526	6,721.48	161,315.51
		Step 4	81.4298	7,057.52	169,380.41
		Step 5	85.5020	7,410.46	177,851.13
D-37	Harbormaster Director of Community and Administrative Services	Step 1	73.1593	6,340.72	152,177.35
		Step 2	76.8202	6,658.01	159,792.14
		Step 3	80.6627	6,991.04	167,784.94
		Step 4	84.6934	7,340.38	176,169.14
		Step 5	88.9262	7,707.23	184,973.58



2025
**City of Des Moines - Index of Positions and Pay Schedule
 Directors and City Manager**

Cost of Living Adj: 3.0%

Grade/ Rank	Positions	Step/Level	Hourly Rate	Semi- Monthly Salary	Annual Salary
D-38	Community Development Director	Step 1	76.0809	6,593.93	158,254.35
		Step 2	79.8888	6,923.96	166,175.05
		Step 3	83.8944	7,270.26	174,486.12
		Step 4	88.0755	7,633.50	183,204.04
		Step 5	92.4930	8,015.50	192,372.07
D-39	Assistant Police Chief	Step 1	79.1286	6,858.08	164,594.00
		Step 2	83.0826	7,200.77	172,818.55
		Step 3	87.2386	7,560.97	181,463.34
		Step 4	91.6041	7,939.33	190,543.82
		Step 5	96.1859	8,336.43	200,074.41
D-40	Public Works Director Finance Director	Step 1	82.2674	7,131.85	171,164.37
		Step 2	86.4018	7,488.44	179,722.64
		Step 3	90.7256	7,863.19	188,716.60
		Step 4	95.2054	8,256.65	198,159.64
		Step 5	100.0279	8,669.42	208,066.18
D-41	Assistant City Manager	Step 1	85.5789	7,417.12	178,010.78
		Step 2	89.8606	7,788.22	186,917.19
		Step 3	94.3518	8,177.47	196,259.29
		Step 4	99.0728	8,586.04	206,079.31
		Step 5	104.0240	9,015.76	216,378.28
D-42	City Attorney	Step 1	89.0029	7,713.88	185,133.23
		Step 2	93.4521	8,099.49	194,387.78
		Step 3	98.1245	8,504.45	204,106.86
		Step 4	103.0337	8,929.93	214,318.28
		Step 5	108.1869	9,376.56	225,037.49
D-43	Chief of Police	Step 1	92.5667	8,022.76	192,546.14
		Step 2	97.1971	8,424.07	202,177.67
		Step 3	102.0572	8,845.30	212,287.12
		Step 4	107.1619	9,287.72	222,905.39
		Step 5	112.5177	9,751.91	234,045.87
D-44		Step 1	96.2696	8,343.69	200,248.48
		Step 2	101.0812	8,780.71	210,256.99
		Step 3	106.1370	9,198.89	220,773.29
		Step 4	111.4438	9,658.83	231,811.80
		Step 5	117.0153	10,141.72	243,401.36
D-45		Step 1	100.1186	8,677.28	208,254.67
		Step 2	105.1258	9,111.25	218,670.03
		Step 3	110.3940	9,566.98	229,607.60
		Step 4	115.8967	10,045.03	241,080.77
		Step 5	121.6948	10,547.29	253,134.86



2025 City of Des Moines - Index of Positions and Pay Schedule Directors and City Manager	Cost of Living Adj: 3.0%
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Grade/ Rank	Positions	Step/Level	Hourly Rate	Semi- Monthly Salary	Annual Salary
N/A	Municipal Court Judge		200.571		
	<i>(95% of WA Citizens Commission on Salaries for Elected Officials \$191,020 for 0.85 FTE)</i>				
M-49	City Manager	Minimum	105.0855	18,214.83	218,577.91
		Maximum	133.0572	23,063.25	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 1/1/2025 and is subject to change



2025
City of Des Moines - Index of Positions and Pay Schedule
 Exempt Employees

Cost of Living Adj: 3.0%

Grade/ Rank	Positions	Step/Level	Hourly Rate	Semi- Monthly Salary	Annual Salary
E-20		Step 1	38.7518	3,358.62	80,606.77
		Step 2	40.6903	3,526.63	84,639.22
		Step 3	42.7265	3,703.11	88,674.58
		Step 4	44.8607	3,888.08	93,313.88
		Step 5	47.1064	4,082.71	97,984.93
E-21		Step 1	40.3002	3,492.82	83,827.58
		Step 2	42.3156	3,667.49	88,019.68
		Step 3	44.4284	3,850.61	92,414.69
		Step 4	46.6527	4,043.39	97,041.45
		Step 5	48.9889	4,245.87	101,600.99
E-22		Step 1	41.9109	3,632.42	87,178.17
		Step 2	44.0100	3,814.35	91,544.34
		Step 3	46.2136	4,005.33	96,127.84
		Step 4	48.5215	4,205.36	100,928.67
		Step 5	50.9484	4,415.70	105,976.70
E-23		Step 1	43.5916	3,778.08	90,673.99
		Step 2	45.7743	3,967.26	95,214.23
		Step 3	48.0615	4,165.49	99,971.80
		Step 4	50.4675	4,374.02	104,976.57
		Step 5	52.9919	4,592.81	110,227.51
E-24	Management Analyst III/Executive Assistant - City Hall	Step 1	45.3346	3,929.15	94,299.59
		Step 2	47.6010	4,125.58	99,013.90
		Step 3	49.9793	4,331.71	103,960.99
		Step 4	52.4755	4,548.05	109,153.22
		Step 5	55.0980	4,775.34	114,608.10
E-25		Step 1	47.1479	4,086.31	98,071.45
		Step 2	49.5049	4,290.59	102,974.25
		Step 3	51.9808	4,505.18	108,124.25
		Step 4	54.5820	4,730.62	113,534.84
		Step 5	57.3084	4,966.92	119,206.02
E-26	City Clerk Principal Accountant	Step 1	49.0306	4,249.48	101,987.51
		Step 2	51.4856	4,462.26	107,094.25
		Step 3	54.0586	4,685.26	112,446.13
		Step 4	56.7642	4,919.75	118,074.05
		Step 5	59.6025	5,165.75	123,978.01
E-27	Maintenance Superintendent Prosecuting Attorney Senior Planner Recreation Manager	Step 1	50.9973	4,419.94	106,078.67
		Step 2	53.5466	4,641.14	111,387.29
		Step 3	56.2274	4,873.23	116,957.53
		Step 4	59.0381	5,116.83	122,803.81
		Step 5	61.9878	5,372.48	128,939.52



2025
City of Des Moines - Index of Positions and Pay Schedule
 Exempt Employees

Cost of Living Adj: 3.0%

Grade/ Rank	Positions	Step/Level	Hourly Rate	Semi- Monthly Salary	Annual Salary
E-28	Capital Improvement Projects Manager Civil Engineer II Assistant Building Official	Step 1	53.0336	4,596.42	110,314.03
		Step 2	55.6837	4,826.11	115,826.59
		Step 3	58.4861	5,067.26	121,614.16
		Step 4	61.3881	5,320.51	127,692.19
		Step 5	64.4562	5,586.42	134,074.07
E-29	Principal Planner	Step 1	55.1533	4,780.14	114,723.46
		Step 2	57.6080	5,018.89	120,453.35
		Step 3	60.8024	5,269.74	126,473.70
		Step 4	63.9427	5,533.25	132,797.90
		Step 5	67.0366	5,810.06	139,441.40
E-30	Finance Operations Manager	Step 1	57.3644	4,971.77	119,322.41
		Step 2	60.2304	5,220.17	125,284.05
		Step 3	63.2430	5,481.27	131,550.57
		Step 4	66.4018	5,755.04	138,120.94
		Step 5	69.7214	6,042.75	145,028.06
E-31	Assistant City Attorney Principal Engineer	Step 1	59.8585	5,170.60	124,094.40
		Step 2	62.6429	5,429.26	130,302.21
		Step 3	65.7743	5,700.66	136,815.93
		Step 4	69.0668	5,985.93	143,662.34
		Step 5	72.5176	6,285.10	150,842.47
E-32	Planning & Development Services Manager Building Official Maintenance Superintendent Assistant City Attorney IT Operations Supervisor	Step 1	62.0433	5,377.29	129,054.88
		Step 2	65.1465	5,646.25	135,509.89
		Step 3	68.4033	5,928.51	142,284.20
		Step 4	71.8205	6,224.88	149,392.23
		Step 5	75.4114	6,535.91	156,881.79
E-33		Step 1	64.5260	5,592.47	134,219.30
		Step 2	67.7546	5,872.29	140,934.90
		Step 3	71.1440	6,166.05	147,985.25
		Step 4	74.7004	6,474.28	155,382.71
		Step 5	78.4379	6,798.21	163,157.15
E-34	Surface Water/Environmental Engineering Manager	Step 1	67.1064	5,816.11	139,586.63
		Step 2	70.4801	6,106.78	146,562.82
		Step 3	73.9819	6,412.01	153,888.18
		Step 4	77.6779	6,732.34	161,578.10
		Step 5	81.5625	7,069.02	169,656.45
E-35		Step 1	69.7912	6,048.80	145,171.29
		Step 2	73.2777	6,360.68	152,423.52
		Step 3	76.9361	6,688.31	160,036.34
		Step 4	80.7880	7,001.90	168,045.53
		Step 5	84.8257	7,351.84	176,444.15



2025
City of Des Moines - Index of Positions and Pay Schedule
Exempt Employees

Cost of Living Adj: 3.0%

Grade/ Rank	Positions	Step/Level	Hourly Rate	Semi- Monthly Salary	Annual Salary
E-36		Step 1	72.5805	6,290.55	150,973.28
		Step 2	76.2066	6,604.83	158,515.97
		Step 3	80.0141	6,934.82	166,435.64
		Step 4	84.0171	7,281.76	174,762.16
		Step 5	88.2151	7,645.60	183,494.50
E-37	City Engineer	Step 1	75.4882	6,542.56	157,021.44
		Step 2	79.2609	6,869.54	164,869.01
		Step 3	83.2218	7,212.83	173,107.98
		Step 4	87.3853	7,573.68	181,768.22
		Step 5	91.7576	7,952.63	190,863.12
E-38		Step 1	78.5078	6,804.27	163,302.38
		Step 2	82.4339	7,144.55	171,469.25
		Step 3	86.5553	7,501.75	180,041.94
		Step 4	90.8861	7,877.10	189,050.32
		Step 5	95.4328	8,271.16	198,507.78
E-39		Step 1	81.6461	7,076.27	169,830.52
		Step 2	85.7254	7,429.82	178,315.68
		Step 3	90.0141	7,801.52	187,238.49
		Step 4	94.5123	8,191.38	196,593.01
		Step 5	99.2401	8,601.14	206,427.45
E-40		Step 1	84.9093	7,359.09	176,618.22
		Step 2	89.1565	7,727.19	185,452.53
		Step 3	93.6126	8,113.40	194,721.50
		Step 4	98.2919	8,518.96	204,455.00
		Step 5	103.2080	8,945.04	214,680.84

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 1/1/2025 and is subject to change



2025
City of Des Moines - Index of Positions and Pay Schedule
General Employees

Cost of Living Adj: 3.0%

Grade/ Rank	Positions	Step/Level	Hourly Rate	Semi- Monthly Salary	Annual Salary
G-11		Step 1	27.4804	2,381.73	57,161.52
		Step 2	28.8503	2,500.46	60,011.04
		Step 3	30.2923	2,625.43	63,010.32
		Step 4	31.8084	2,756.66	66,159.84
		Step 5	33.3926	2,894.14	69,459.36
G-12	Events and Facility Coordinator Assistant	Step 1	28.5825	2,477.25	59,454.00
		Step 2	30.0039	2,600.44	62,410.56
		Step 3	31.5077	2,730.77	65,538.48
		Step 4	33.0838	2,867.36	68,816.84
		Step 5	34.7318	3,010.19	72,244.56
G-13	Court Clerk Office Specialist - Marina Office Specialist - City Hall	Step 1	29.7258	2,578.34	61,832.16
		Step 2	31.2090	2,704.88	64,917.12
		Step 3	32.7643	2,839.68	68,152.32
		Step 4	34.4123	2,982.51	71,580.24
		Step 5	36.1324	3,131.60	75,158.40
G-14	Program Support Specialist	Step 1	30.9103	2,679.00	64,296.00
		Step 2	32.4553	2,812.90	67,509.80
		Step 3	34.0827	2,953.95	70,894.80
		Step 4	35.7822	3,101.24	74,429.76
		Step 5	37.5744	3,256.57	78,157.68
G-15		Step 1	32.1360	2,785.23	66,845.52
		Step 2	33.7428	2,924.49	70,187.76
		Step 3	35.4320	3,070.89	73,701.36
		Step 4	37.2036	3,224.44	77,386.56
		Step 5	39.0679	3,386.01	81,264.24
G-16		Step 1	33.4338	2,897.71	69,545.04
		Step 2	35.1024	3,042.33	73,015.92
		Step 3	36.8837	3,194.98	76,679.52
		Step 4	38.7074	3,354.77	80,514.48
		Step 5	40.6438	3,522.60	84,542.40
G-17	Administrative Coordinator I Mechanic Permit Coordinator Program Coordinator - Recreation Engineering Technician I - Surface Water Aide	Step 1	34.7825	3,012.87	72,308.88
		Step 2	36.5032	3,163.73	75,829.52
		Step 3	38.3263	3,321.74	79,721.76
		Step 4	40.2421	3,487.78	83,706.72
		Step 5	42.2609	3,662.75	87,906.00
G-18	Court Marshal Senior Event Planner	Step 1	36.1530	3,133.38	75,201.12
		Step 2	37.9658	3,290.50	78,972.00
		Step 3	39.8810	3,454.75	82,914.00
		Step 4	41.8592	3,627.94	87,070.56
		Step 5	43.9501	3,809.16	91,419.84



2025
City of Des Moines - Index of Positions and Pay Schedule
General Employees

Cost of Living Adj: 3.0%

Grade/ Rank	Positions	Step/Level	Hourly Rate	Semi- Monthly Salary	Annual Salary
G-19	Mechanic	Step 1	37.6053	3,259.25	78,222.00
	DV Victim Advocate	Step 2	39.4799	3,421.72	82,121.28
	Payroll & Benefit Specialist	Step 3	41.4575	3,593.12	86,234.88
	Administrative Coordinator II	Step 4	43.5278	3,772.55	90,541.20
		Step 5	45.7011	3,960.91	95,061.84
G-20	Senior Accounting Specialist	Step 1	39.1091	3,389.59	81,350.16
	Engineering Technician II - Surface Water Inspector (SWM)	Step 2	41.0558	3,558.31	85,399.44
	Land Use Planner I	Step 3	43.1055	3,735.95	89,662.80
	Paralegal	Step 4	45.2685	3,923.42	94,162.08
	Asistant Recreation Manager Records Supervisor	Step 5	47.5345	4,119.82	98,675.68
G-21	Human Resources Analyst	Step 1	40.6747	3,525.28	84,606.72
	Executive Assistant to Police Chief	Step 2	42.7038	3,701.14	88,827.36
	Staff Accountant	Step 3	44.8359	3,885.93	93,262.32
	Business Support Analyst	Step 4	47.0813	4,080.54	97,932.96
	Deputy City Clerk	Step 5	49.4400	4,284.96	102,839.04
G-22	Plans Examiner/Building Inspector I-III	Step 1	42.2918	3,665.43	87,970.32
	Events and Facilities Rental Manager	Step 2	44.4033	3,848.43	92,362.32
		Step 3	46.6281	4,041.26	96,990.24
		Step 4	48.9559	4,243.01	101,832.24
		Step 5	51.3970	4,454.58	106,909.92
G-23	Engineering Inspector - SWM	Step 1	43.9913	3,812.73	91,505.52
	Support Services Specialist (SSS)	Step 2	46.1852	4,002.87	96,068.88
	Engineering Technician III - Surface Water Coordinator (SWM)	Step 3	48.4924	4,202.84	100,868.16
		Step 4	50.9232	4,413.51	105,924.24
		Step 5	53.4673	4,634.01	111,216.24
G-24	Electrial Building Inspector	Step 1	45.7423	3,964.49	95,147.76
	GIS Analyst (GIS Administrator)	Step 2	48.0289	4,162.66	99,903.84
		Step 3	50.4288	4,370.66	104,895.84
		Step 4	52.9523	4,589.38	110,145.12
		Step 5	55.6097	4,819.69	115,672.56
G-25	Civil Engineer I	Step 1	47.5757	4,123.39	98,961.36
	IT Systems Administrator	Step 2	49.9550	4,329.60	103,910.40
	Court Operations Supervisor	Step 3	52.4579	4,546.53	109,116.72
	Assistant Maintenance Superintendent	Step 4	55.0741	4,773.27	114,558.48
		Step 5	57.8345	5,012.52	120,300.48



2025
City of Des Moines - Index of Positions and Pay Schedule
General Employees

Cost of Living Adj: 3.0%

Grade/ Rank	Positions	Step/Level	Hourly Rate	Semi- Monthly Salary	Annual Salary
G-26		Step 1	49.4812	4,288.54	102,924.96
		Step 2	51.9635	4,503.68	108,088.32
		Step 3	54.5591	4,728.64	113,487.36
		Step 4	57.2886	4,965.20	119,164.80
		Step 5	60.1520	5,213.37	125,120.88

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 1/1/2025 and is subject to change



2025
City of Des Moines - Index of Positions and Pay Schedule
Teamsters

Cost of Living Adj: 3.8%

Grade/ Rank	Positions	Step/Level	Hourly Rate	Semi- Monthly Salary	Annual Salary
T-11	Harbor Attendant I Maintenance Worker I	Step 1	29.8944	2,560.95	62,182.80
		Step 2	31.3891	2,720.49	65,291.76
		Step 3	32.9565	2,856.34	68,552.16
		Step 4	34.6099	2,999.38	71,985.12
		Step 5	36.3404	3,149.62	75,590.88
T-12		Step 1	31.0881	2,694.41	64,665.84
		Step 2	32.6451	2,829.35	67,904.40
		Step 3	34.2748	2,970.60	71,294.40
		Step 4	35.9875	3,119.04	74,856.96
		Step 5	37.7832	3,274.67	78,592.08
T-13		Step 1	32.3337	2,802.36	67,256.64
		Step 2	33.9530	2,942.71	70,625.04
		Step 3	35.6440	3,089.34	74,144.16
		Step 4	37.4303	3,244.08	77,857.92
		Step 5	39.2987	3,406.02	81,744.48
T-14		Step 1	33.6312	2,914.82	69,955.68
		Step 2	35.3128	3,060.56	73,453.44
		Step 3	37.0670	3,212.60	77,102.40
		Step 4	38.9250	3,373.63	80,967.12
		Step 5	40.8661	3,541.86	85,004.64
T-15	Harbor Attendant II Maintenance Worker II Facilities Maintenance Worker I	Step 1	34.9702	3,030.87	72,740.88
		Step 2	36.7141	3,182.01	76,368.24
		Step 3	38.5513	3,341.24	80,189.76
		Step 4	40.4820	3,508.57	84,205.68
		Step 5	42.5105	3,684.91	88,437.84
T-16		Step 1	36.3715	3,152.32	75,655.68
		Step 2	38.1776	3,308.85	79,412.40
		Step 3	40.1083	3,476.19	83,428.56
		Step 4	42.1613	3,648.92	87,674.08
		Step 5	44.2084	3,831.54	91,956.96
T-17	Marina Environmental Operations Specialist Maintenance Specialist Traffic Control Specialist	Step 1	37.8247	3,278.27	78,678.48
		Step 2	39.7139	3,442.00	82,608.00
		Step 3	41.7088	3,614.73	86,753.52
		Step 4	43.7828	3,794.66	91,071.84
		Step 5	45.9730	3,984.48	96,627.52
T-18		Step 1	39.3402	3,409.62	81,830.88
		Step 2	41.3020	3,579.64	85,911.36
		Step 3	43.3676	3,758.67	90,208.08
		Step 4	45.5371	3,946.70	94,720.80
		Step 5	47.8103	4,143.72	99,449.28
T-19	Senior Maintenance Lead	Step 1	40.9180	3,546.36	85,112.64
		Step 2	42.9524	3,722.88	89,344.32
		Step 3	45.1011	3,908.91	93,813.84
		Step 4	47.3536	4,104.14	98,499.36
		Step 5	49.7308	4,310.15	103,443.60

Salary Schedule effective 1/1/2025 and is subject to change



2025
City of Des Moines - Index of Positions and Pay Schedule
Extra-Hire Pay Schedule

Cost of Living Adj: 3.0%

Range	Positions	Step/Level	Hourly Rate
EH-1	Facility Attendant I, Office Attendant I; Recreation Leader I; Scorekeeper. Minors aged 15 and 16 may be paid 85% of EH-1 Step A per state law.	Step 1	16.77
		Step 2	17.23
		Step 3	17.76
		Step 4	18.29
		Step 5	18.82
EH-2	Facility Attendant II; Office Attendant II; Recreation Leader II	Step 1	17.23
		Step 2	18.03
		Step 3	18.82
		Step 4	19.61
		Step 5	20.41
EH-3	Facility Attendant III; Office Attendant III; Recreation Leader III; Gym Supervisor/Field Supervisor	Step 1	18.82
		Step 2	19.88
		Step 3	20.94
		Step 4	22.00
		Step 5	23.06
EH-4	Lead Facility Attendant; Office Attendant IV; Recreation Leader IV; Landscaping Specialist; Seasonal Maintenance Worker Seasonal Harbor Aide	Step 1	20.94
		Step 2	22.00
		Step 3	23.06
		Step 4	24.12
		Step 5	25.18
EH-5	Specialized Positions	Up to \$100.00 per hour	

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 1/1/2025 and is subject to change

2025
City of Des Moines - Index of Positions and Pay Schedule
Police Guild

Cost of Living Adj: 3.8%

Grade/ Rank	Positions	Step/Level	Hourly Rate	Monthly Salary	Annual Salary
O-0	Recruit (academy-training phase)		41.79	3,822	88,916
O-1	Officer I (after FTO - Year 2)		47.75	4,139	99,333
O-2	Officer II (Years 3 - 4)		53.72	4,866	111,750
O-3	Officer III (Years 5 - 6)		59.69	5,174	124,166
O-4	Officer IV (Years 7 - 9)		62.88	5,432	130,375
O-5	Officer V (10 years or more)		65.07	5,639	135,342
S-1	Sergeant I (Years 1 - 2)		70.44	6,105	148,517
S-2	Sergeant II (Years 3 +)		74.82	6,467	155,208

Per the 2022 - 2024 Collective Bargaining Agreement, pay grades are based on years of service. Years of service is determined by years of aggregate service as a law enforcement officer.

Salary Schedule effective 1/1/2025 and is subject to change



2025	
City of Des Moines - Index of Positions and Pay Schedule	
Police Support Guild	
Cost of Living Adj: 3.0%	

Grade/ Rank	Positions	Step/Level	Hourly Rate	Monthly Salary	Annual Salary
G-13	Records Specialist	1	30.29	2,626	63,014
		2	31.81	2,757	66,164
		3	33.40	2,895	69,475
		4	35.07	3,040	72,950
		5	36.83	3,192	76,602
G-20	Digital and Field Evidence Specialist Community Service Officer/ Master Community Service Officer	1	39.86	3,455	82,915
		2	41.85	3,627	87,055
		3	43.94	3,808	91,402
		4	46.14	3,999	95,970
		5	48.45	4,199	100,776

Salary Schedule effective 1/1/2025.



Five-Year Forecast

The following forecast is an **estimate only**. This tool is used by staff to help evaluate the City's long term financial health and make more informed budget decisions. The City of Des Moines, like many other municipalities, has been recovering from the fiscal impacts of the COVID-19 pandemic and related inflation. It is important to use a forecasting tool to ensure the City is positioned well in future years. A crucial step in the budget development process, this forecasting tool helps City staff make informed decisions regarding the 2025-2026 budget.



	2025-2031 GENERAL FUND								
	REVISED ANNUAL BUDGET 2024	PROJECTED ACTUALS 2024	BUDGET 2025	BUDGET 2026	2027	FORECAST 2028	2029	2030	2031
BEGINNING FUND BALANCE	\$ 5,210,847	\$ 4,671,467	\$ 4,154,919	\$ 4,154,919	\$ 4,154,919	\$ 3,169,212	\$ 2,003,844	\$ 663,643	\$ (499,048)
Operating Revenues									
Taxes	18,623,678	17,890,602	19,383,299	19,645,278	20,158,614	20,408,455	20,773,113	21,147,075	21,590,589
License and Permits	315,000	315,000	425,200	441,500	446,200	446,200	451,200	451,200	451,200
Intergovernmental	1,043,504	1,037,472	839,497	872,201	1,005,500	1,041,463	1,079,223	1,118,672	1,160,500
Fees/Charges/Fines	2,177,850	1,857,850	1,829,300	1,885,990	1,825,300	1,823,300	1,775,300	1,775,300	1,775,300
Other	2,131,581	2,066,511	2,070,258	2,194,432	2,152,057	2,200,629	2,254,672	2,304,196	2,352,210
	24,291,191	23,148,735	24,568,014	25,019,790	25,587,921	25,922,097	26,533,538	26,796,693	27,248,832
Operating Expenditures									
Policy and Support Services	6,895,113	7,209,407	6,480,079	6,435,113	7,009,417	7,116,642	7,264,246	7,351,400	7,433,684
Public Safety Services	14,893,420	15,137,420	15,346,814	15,074,279	15,434,990	15,764,007	16,106,409	16,327,884	16,428,443
Community Services	4,885,899	3,806,433	3,873,821	3,784,399	4,123,111	4,208,505	4,201,745	4,269,918	4,348,018
Other	377,600	326,400	326,400	326,400	326,400	326,400	326,400	326,400	326,400
	27,018,132	26,469,200	25,533,014	25,284,290	26,533,918	27,082,174	27,539,290	27,859,423	28,300,145
** Net Activity / *Operating revenues over	(1,727,201)	(1,332,159)	(405,095)	(275,000)	(405,797)	(1,165,270)	(1,340,201)	(1,162,731)	(1,056,313)
NON-TIME ACTIVITIES									
Revenues									
Sound Transit	212,844	212,844	154,868	19,259	-	-	-	-	-
American Rescue Plan Funding	1,850,617	2,450,617	275,000	275,000	225,000	275,000	275,000	275,000	275,000
One-Time Sales & Bldg Tax Revenues	265,000	105,000	-	-	-	-	-	-	-
From Older Capital Project	-	250,000	650,000	294,259	-	-	-	-	-
State of Property	-	-	-	-	-	-	-	-	-
Total One-Time Revenues	2,328,561	3,018,561	1,119,868	294,259	225,000	275,000	275,000	275,000	275,000
One-Time Expenditures									
Sound Transit related expenditures	(212,844)	(212,844)	(154,868)	(19,259)	-	-	-	-	-
ARPA Expenditures	-	-	(154,868)	(19,259)	(225,000)	(275,000)	(275,000)	(275,000)	(275,000)
Transfer Out - One-Time Sales & Bldg Tax	(212,844)	(212,844)	(154,868)	(19,259)	(225,000)	(275,000)	(275,000)	(275,000)	(275,000)
Total One-Time Expenditures	(425,688)	(425,688)	(309,736)	(39,518)	(450,000)	(550,000)	(550,000)	(550,000)	(550,000)
Change in Fund Balance	(611,344)	(516,548)	(9)	0	(985,797)	(1,165,270)	(1,340,201)	(1,162,731)	(1,056,313)
ENDING FUND BALANCE	\$ 4,599,483	\$ 4,154,919	\$ 4,154,919	\$ 4,154,919	\$ 3,169,122	\$ 2,003,844	\$ 663,643	\$ (499,048)	\$ (1,555,421)
GRCA Target of 60 days (approx. 18.67%)	4,503,933	4,412,466	4,216,255	4,216,642	4,429,639	4,515,465	4,613,216	4,660,816	4,716,144
Revenue (shortfall) surplus to GRCA Target	95,551	(237,521)	(101,241)	(61,222)	(1,200,716)	(2,511,622)	(3,549,573)	(5,159,924)	(6,271,561)
Ending Reserve - % Total Operating Expenditures	17.02%	15.70%	16.27%	16.45%	11.93%	7.40%	2.40%	-1.79%	-5.50%

The forecast above presents the 2025/2026 Biennial Budget. The 2025/2026 Budget assumes implementation of a service/staff reduction plan to be implemented in early 2025 in order to bring structural expenditures in line with structural revenue.



	REVISED ANNUAL BUDGET		PROJECTED ACTUALS		BUDGET		FORECAST				
	2024	2024	2024	2024	2025	2026	2027	2028	2029	2030	2031
BEGINNING FUND BALANCE	\$ 5,210,847	\$ 4,671,467	\$ 4,154,919	\$ 3,429,645	\$ 2,032,661	\$ (392,199)	\$ (3,039,883)	\$ (5,907,131)	\$ (8,558,126)		
Operating Revenues											
Taxes	18,621,676	17,890,602	19,303,259	19,645,276	20,158,814	20,408,455	20,773,113	21,147,075	21,520,589		
Licenses and Permits	315,000	315,000	425,500	441,500	446,250	446,250	446,250	451,250	451,250		
Intergovernmental	1,043,504	1,031,672	859,987	872,201	1,005,500	1,041,463	1,079,223	1,118,872	1,160,503		
Fees/Charges/Fines	2,177,650	1,857,850	1,829,100	1,865,990	1,825,500	1,825,500	1,775,500	1,775,500	1,775,500		
Other	2,131,561	2,046,411	2,070,758	2,194,823	2,152,057	2,200,629	2,254,672	2,304,196	2,359,210		
	24,289,191	23,147,335	24,568,014	25,019,790	25,587,921	25,922,097	26,333,558	26,796,693	27,246,852		
Operating Expenditures											
Policy and Support Services	6,955,113	7,209,697	6,679,888	6,794,884	7,310,345	7,408,676	7,657,694	7,715,029	7,815,584		
Public Safety Services	14,929,530	15,127,620	15,785,912	15,822,263	16,286,505	16,620,379	16,989,237	17,095,210	17,287,224		
Community Services	4,855,899	5,905,583	3,792,468	4,014,628	4,365,932	4,450,225	4,553,788	4,617,449	4,677,811		
Other	277,600	226,600	-	-	-	-	-	-	-		
	27,018,192	28,468,500	26,258,268	26,691,774	28,012,781	28,549,781	29,200,806	29,447,688	29,750,619		
** Net Activity / Operating revenues over	(2,777,001)	(3,322,145)	(1,690,274)	(1,671,984)	(2,424,860)	(2,647,664)	(2,867,248)	(2,650,995)	(2,503,767)		
ONE-TIME ACTIVITIES											
Revenues											
Sound Transit	212,944	212,944	154,868	19,359	-	-	-	-	-		
American Rescue Plan Funding	1,550,617	2,450,617	-	-	-	-	-	-	-		
One-Time Sales & BDO Tax Revenues	285,000	105,000	275,000	275,000	225,000	175,000	175,000	175,000	175,000		
From closed Capital Project	-	250,000	-	-	-	-	-	-	-		
Sale of property	-	-	690,000	-	-	-	-	-	-		
Total One-Time Revenues	2,328,561	3,018,561	1,119,868	294,359	225,000	175,000	175,000	175,000	175,000		
One-time Expenditures											
Sound Transit related expenditures	(212,944)	(212,944)	(154,868)	(19,359)	-	-	-	-	-		
AFPA Expenditures	-	-	-	-	-	-	-	-	-		
Transfer Out - One-Time Sales & BDO Tax	(212,944)	(212,944)	(154,868)	(19,359)	(215,000)	(175,000)	(175,000)	(175,000)	(175,000)		
Total One-Time Expenditures	(425,888)	(425,888)	(309,736)	(39,718)	(215,000)	(175,000)	(175,000)	(175,000)	(175,000)		
Change in Fund Balance	(611,344)	(516,548)	(725,274)	(1,396,984)	(2,424,860)	(2,647,664)	(2,867,248)	(2,650,995)	(2,503,767)		
ENDING FUND BALANCE	4,599,443	4,154,919	3,429,645	2,032,661	(392,199)	(3,039,883)	(5,907,131)	(8,558,126)	(11,061,893)		
GFOA Target of 60 days (approx. 16.67%)	4,503,833	4,412,466	4,272,217	4,449,519	4,669,211	4,752,582	4,867,274	4,908,910	4,959,428		
Reserve (shortfall) surplus to GFOA Target	95,610	(237,547)	(847,611)	(2,218,058)	(3,061,980)	(7,802,465)	(10,774,905)	(13,447,058)	(16,021,211)		
Ending Reserve - % Total Operating Expenditures	17.02%	15.70%	13.06%	7.62%	-1.40%	-10.64%	-20.23%	-29.06%	-37.18%		

The forecast above displays the decrease in fund balance (\$725,274 in 2025 and \$1,396,984 in 2026) in the 2025/2026 Biennial Budget prior to implementation of a service/staff reduction plan. In the 2025/2026 Biennial budget, these deficit amounts were rolled into expenditure accounts as savings with the expectation of implementing a service/staff reduction plan in early 2025.



Assumptions

This forecast focuses on the General Fund, the City's largest fund which supports most City personnel and services. The forecast uses actuals through 2023, 2024 estimates, 2025-2026 preliminary budget numbers as detailed in the budget document, and the following assumptions for forecast years 2027 through 2031.

Revenues

Property Tax: Property Tax is the General Fund's largest revenue source. The City anticipates a small increase in the property tax levy from 2027-2031. The forecast assumes inflation will remain above 1%; thereby enabling the City to increase property tax collections of 1% per year going forward.

Utility Tax: Taxes on utilities is the General Fund's second largest revenue source. The City expects moderate growth of 2% annually with a gradual decline of telephone and cable TV utility taxes.

Sales Tax: Sales Tax is the General Fund's third largest revenue source. This forecast anticipates moderate increases over 2024 estimated collections due largely to an anticipated rebound in the construction sector.

Other Revenue: Other revenues including licenses & permits, intergovernmental, and charges for goods & services assume small but steady increases in the future.

Expenditures

Salaries & Benefits: Personnel costs account for about 67% of the Fund's expenditures. The City's costs for salaries and benefits are largely dictated by union contract or the Seattle area Consumer Price Index in June for non-represented employees. For 2025, the forecast assumes a 3.8% increase in personnel costs for represented employees and a 3% increase in cost of non-represented employees. In 2027 and beyond, the forecast assumes a 3% growth in personnel costs.

Other Expenses: The remaining General Fund expenditures include supplies and services. These make up a small portion of total expenditures. Small increases were assumed.



FUND SUMMARIES





2025/2026 Total Fund Revenues and Expenditures

2025 PRELIMINARY BUDGET SUMMARY OF SOURCES AND USES

	Fund	Projected Beginning Fund Balance	Revenues	Total Resources
	General Fund	\$ 4,154,919	\$ 25,687,882	\$ 29,842,801
Special Revenue	Street Maintenance Fund	1,246,702	2,618,000	3,864,702
	Street Pavement Fund	2,814,697	1,418,000	4,232,697
	Development Fund	548,895	2,885,246	3,434,141
	Police Drug Seizure Fund	123,857	26,000	149,857
	Hotel-Motel Tax Fund	165,550	125,000	290,550
	Affordable Housing Sales Tax Fund	91,864	35,000	126,864
	American Rescue Plan Act (ARPA)	1,103,000	-	1,103,000
	Redondo Zone	67,349	129,800	197,149
	Waterfront Zone	13,303	438,550	451,853
	Pbpw Automation Fee	765,043	195,000	960,043
	Urban Forestry Fund	-	5,000	5,000
	Abatement Fund	42,508	3,600	46,108
	Ase-Automated Speed Enf	317,071	360,000	677,071
	Redondo Speed Enforcement	285,520	1,000,000	1,285,520
	Transport Benefit District	2,285,707	1,040,000	3,325,707
	Total Special Revenue Funds	9,871,066	10,279,196	20,150,262
Debt Service	Reet 2 Eligible Debt Service	9,318	210,195	219,513
	2023 LTGO Bond Debt Service	-	611,687	611,687
	2018 Ltgo & Refunding Bonds	113,222	226,601	339,823
	Total Debt Service Funds	122,540	1,048,483	1,171,023
Capital Projects	Reet 1St Quarter %	2,581,436	740,000	3,321,436
	Reet 2Nd Quarter	720,733	700,000	1,420,733
	Park Levy	289,145	150,000	439,145
	Park In Lieu	403,878	27,500	431,378
	One-Time Tax Revenues	1,163,348	50,000	1,213,348
	Municipal Capital Improvements	10,785,573	5,526,000	16,311,573
	Transportation Cap Imp	2,194,570	8,430,000	10,624,570
	Traffic In Lieu	333,772	460,000	793,772
	Traffic Impact - City Wide	1,033,993	345,000	1,378,993
	Traffic Impact Pac Ridge	731,052	120,000	851,052
	Total Capital Projects Funds	20,237,500	16,548,500	36,786,000
Enterpris	Marina Fund	16,525,581	5,684,747	22,210,328
	Surface Water Fund	30,100,170	7,038,001	37,138,171
	Total Enterprise Funds	46,625,751	12,722,748	59,348,499
Internal Service	Equipment Rental Operations	167,862	1,077,976	1,245,838
	Equipment Rental Replacement	5,148,638	2,280,778	7,429,416
	Facility Repair & Replacement	648,101	2,128,000	2,776,101
	Computer Equip Capital Fund	1,743,146	238,000	1,981,146
	Self-Insurance Fund	949,756	1,147,472	2,097,228
	Unemployment Insurance Fund	544,772	60,000	604,772
	Total Internal Service Funds	9,202,275	6,932,226	16,134,501
	TOTAL BUDGET - ALL FUNDS	\$ 90,214,051	\$ 73,219,035	\$ 163,433,086



2025 PRELIMINARY BUDGET SUMMARY OF SOURCES AND USES

	Fund	Expenditures	Projected Ending Fund Balance	Total Uses
	General Fund	\$ 25,687,882	\$ 4,154,919	\$ 29,842,801
Special Revenue	Street Maintenance Fund	2,741,053	1,123,649	3,864,702
	Street Pavement Fund	1,466,788	2,765,909	4,232,697
	Development Fund	3,092,528	341,613	3,434,141
	Police Drug Seizure Fund	20,500	129,357	149,857
	Hotel-Motel Tax Fund	120,000	170,550	290,550
	Affordable Housing Sales Tax Fund	35,000	91,864	126,864
	American Rescue Plan Act (ARPA)	1,103,000	-	1,103,000
	Redondo Zone	150,635	46,514	197,149
	Waterfront Zone	394,462	57,391	451,853
	Pbpw Automation Fee	120,409	839,634	960,043
	Urban Forestry Fund	5,000	-	5,000
	Abatement Fund	2,500	43,608	46,108
	Ase-Automated Speed Enf	432,976	244,095	677,071
	Redondo Speed Enforcement	938,824	346,696	1,285,520
Transport Benefit District	1,400,000	1,925,707	3,325,707	
	Total Special Revenue Funds	12,023,675	8,126,587	20,150,262
Debt Service	Reet 2 Eligible Debt Service	210,195	9,318	219,513
	2023 LTGO Bond Debt Service	611,685	2	611,687
	2018 Ltgo & Refunding Bonds	226,600	113,223	339,823
		Total Debt Service Funds	1,048,480	122,543
Capital Projects	Reet 1St Quarter %	2,380,979	940,457	3,321,436
	Reet 2Nd Quarter	483,504	937,229	1,420,733
	Park Levy	-	439,145	439,145
	Park In Lieu	46,000	385,378	431,378
	One-Time Tax Revenues	165,000	1,048,348	1,213,348
	Municipal Capital Improvements	15,558,000	753,573	16,311,573
	Transportation Cap Imp	9,020,000	1,604,570	10,624,570
	Traffic In Lieu	-	793,772	793,772
	Traffic Impact - City Wide	140,000	1,238,993	1,378,993
	Traffic Impact Pac Ridge	-	851,052	851,052
	Total Capital Projects Funds	27,793,483	8,992,517	36,786,000
Enterprise	Marina Fund	20,370,859	1,839,469	22,210,328
	Surface Water Fund	7,448,034	29,690,137	37,138,171
	Total Enterprise Funds	27,818,893	31,529,606	59,348,499
Internal Service	Equipment Rental Operations	855,438	390,400	1,245,838
	Equipment Rental Replacement	1,389,000	6,040,416	7,429,416
	Facility Repair & Replacement	2,116,885	659,216	2,776,101
	Computer Equip Capital Fund	460,000	1,521,146	1,981,146
	Self-Insurance Fund	1,260,971	836,257	2,097,228
	Unemployment Insurance Fund	300,000	304,772	604,772
	Total Internal Service Funds	6,382,294	9,752,207	16,134,501
	TOTAL BUDGET - ALL FUNDS	\$ 100,754,708	\$ 62,678,378	\$ 163,433,086



2026 PRELIMINARY BUDGET SUMMARY OF SOURCES AND USES

	Fund	Projected Beginning Fund Balance	Revenues	Total Resources
	General Fund	\$ 4,154,919	\$ 25,314,149	\$ 29,469,068
Special Revenue	Street Maintenance Fund	1,123,649	2,587,000	3,710,649
	Street Pavement Fund	2,765,909	1,393,000	4,158,909
	Development Fund	341,613	2,858,422	3,200,035
	Police Drug Seizure Fund	129,357	26,000	155,357
	Hotel-Motel Tax Fund	170,550	128,000	298,550
	Affordable Housing Sales Tax Fund	91,864	35,000	126,864
	American Rescue Plan Act (ARPA)	-	-	-
	Redondo Zone	46,514	145,130	191,644
	Waterfront Zone	57,391	458,210	515,601
	Pbpw Automation Fee	839,634	190,000	1,029,634
	Urban Forestry Fund	-	5,000	5,000
	Abatement Fund	43,608	3,600	47,208
	Ase-Automated Speed Enf	244,095	357,500	601,595
	Redondo Speed Enforcement	346,696	1,000,000	1,346,696
	Transport Benefit District	1,925,707	1,020,000	2,945,707
	Total Special Revenue Funds	8,126,587	10,206,862	16,986,753
Debt Service	Reet 2 Eligible Debt Service	9,318	209,433	218,751
	2023 LTGO Bond Debt Service	2	611,685	611,687
	2018 Ltgo & Refunding Bonds	113,223	226,401	339,624
		Total Debt Service Funds	122,543	1,047,519
Capital Projects	Reet 1st Quarter %	940,457	720,000	1,660,457
	Reet 2nd Quarter	937,229	680,000	1,617,229
	Park Levy	439,145	145,000	584,145
	Park In Lieu	385,378	27,500	412,878
	One-Time Tax Revenues	1,048,348	30,000	1,078,348
	Municipal Capital Improvements	753,573	4,218,000	4,971,573
	Transportation Cap Imp	1,604,570	6,070,000	7,674,570
	Traffic In Lieu	793,772	507,500	1,301,272
	Traffic Impact - City Wide	1,238,993	335,000	1,573,993
	Traffic Impact Pac Ridge	851,052	115,000	966,052
	Total Capital Projects Funds	8,992,517	12,848,000	21,840,517
Enterprise	Marina Fund	1,839,469	5,920,997	7,760,466
	Surface Water Fund	29,690,137	7,365,907	37,056,044
	Total Enterprise Funds	31,529,606	13,286,904	44,816,510
Internal Service	Equipment Rental Operations	390,400	1,085,106	1,475,506
	Equipment Rental Replacement	6,040,416	1,311,565	7,351,981
	Facility Repair & Replacement	659,216	1,421,000	2,080,216
	Computer Equip Capital Fund	1,521,146	280,000	1,801,146
	Self-Insurance Fund	836,257	1,203,720	2,039,977
	Unemployment Insurance Fund	304,772	55,000	359,772
		Total Internal Service Funds	9,752,207	5,356,391
	TOTAL BUDGET - ALL FUNDS	\$ 62,678,378	\$ 68,059,825	\$ 129,391,507



2026 PRELIMINARY BUDGET SUMMARY OF SOURCES AND USES

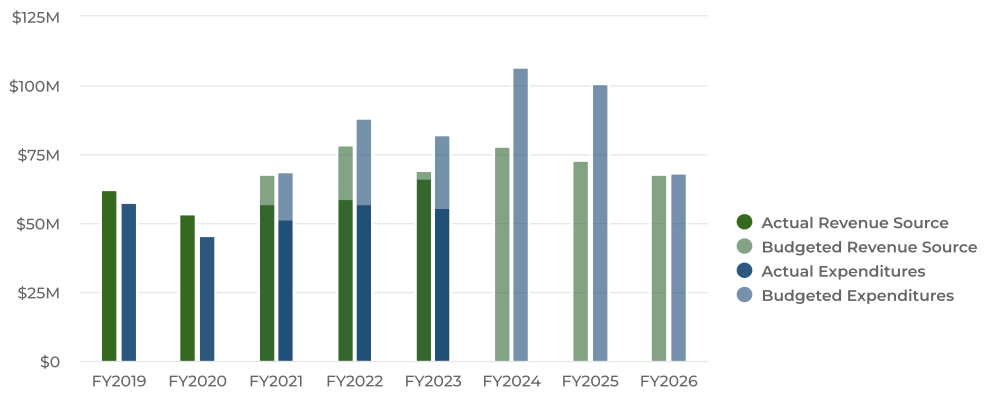
	Fund	Expenditures	Projected Ending Fund Balance	Total Uses
	General Fund	\$ 25,314,149	\$ 4,154,919	\$ 29,469,068
Special Revenue	Street Maintenance Fund	2,751,352	959,297	3,710,649
	Street Pavement Fund	1,068,322	3,090,587	4,158,909
	Development Fund	3,184,570	15,464	3,200,035
	Police Drug Seizure Fund	20,500	134,857	155,357
	Hotel-Motel Tax Fund	125,000	173,550	298,550
	Affordable Housing Sales Tax Fund	35,000	91,864	126,864
	American Rescue Plan Act (ARPA)	-	-	-
	Redondo Zone	187,510	4,135	191,644
	Waterfront Zone	397,452	118,149	515,601
	Pbpw Automation Fee	133,541	896,093	1,029,634
	Urban Forestry Fund	5,000	-	5,000
	Abatement Fund	2,500	44,708	47,208
	Ase-Automated Speed Enf	311,905	289,690	601,595
	Redondo Speed Enforcement	960,649	386,047	
	Transport Benefit District	1,400,000	1,545,707	2,945,707
	Total Special Revenue Funds	10,583,301	7,750,148	16,986,753
Debt Service	Reet 2 Eligible Debt Service	209,433	9,318	218,751
	2023 LTGO Bond Debt Service	611,685	2	611,687
	2018 Ltgo & Refunding Bonds	226,400	113,224	339,624
Total Debt Service Funds	1,047,518	122,544	1,170,062	
Capital Projects	Reet 1St Quarter %	792,040	868,417	1,660,457
	Reet 2Nd Quarter	479,479	1,137,750	1,617,229
	Park Levy	39,000	545,145	584,145
	Park In Lieu	46,000	366,878	412,878
	One-Time Tax Revenues	50,000	1,028,348	1,078,348
	Municipal Capital Improvements	3,973,000	998,573	4,971,573
	Transportation Cap Imp	7,240,000	434,570	7,674,570
	Traffic In Lieu	-	1,301,272	1,301,272
	Traffic Impact - City Wide	-	1,573,993	1,573,993
	Traffic Impact Pac Ridge	-	966,052	966,052
Total Capital Projects Funds	12,619,519	9,220,998	21,840,517	
Enterprise	Marina Fund	5,770,807	1,989,659	7,760,466
	Surface Water Fund	7,301,634	29,754,410	37,056,044
Total Enterprise Funds	13,072,441	31,744,069	44,816,510	
Internal Service	Equipment Rental Operations	863,329	612,177	1,475,506
	Equipment Rental Replacement	1,887,600	5,464,381	7,351,981
	Facility Repair & Replacement	1,415,858	664,358	2,080,216
	Computer Equip Capital Fund	455,000	1,346,146	1,801,146
	Self-Insurance Fund	1,313,220	726,757	2,039,977
	Unemployment Insurance Fund	50,000	309,772	359,772
	Total Internal Service Funds	5,985,007	9,123,591	15,108,598
TOTAL BUDGET - ALL FUNDS	\$ 68,621,934	\$ 62,116,269	\$ 129,391,507	

Summary

The City of Des Moines is projecting \$73.22M of revenue in FY2025, which represents a 6.6% decrease over the prior year and \$68.06M of revenue in FY2026, which represents a 7.0% decrease over the prior year.

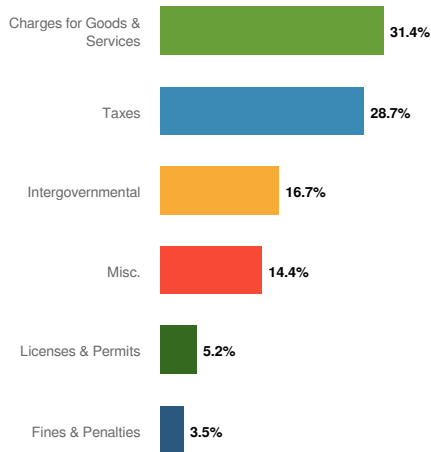
Budgeted expenditures are projected to decrease by 5.6% or \$6.02M to \$100.75M in FY2025 and 31.9% or \$32.13M in FY2026.



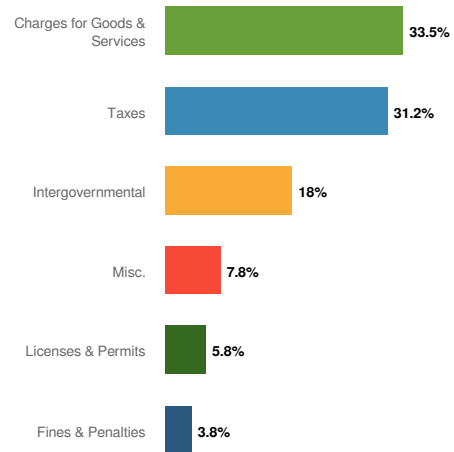


Revenues by Source

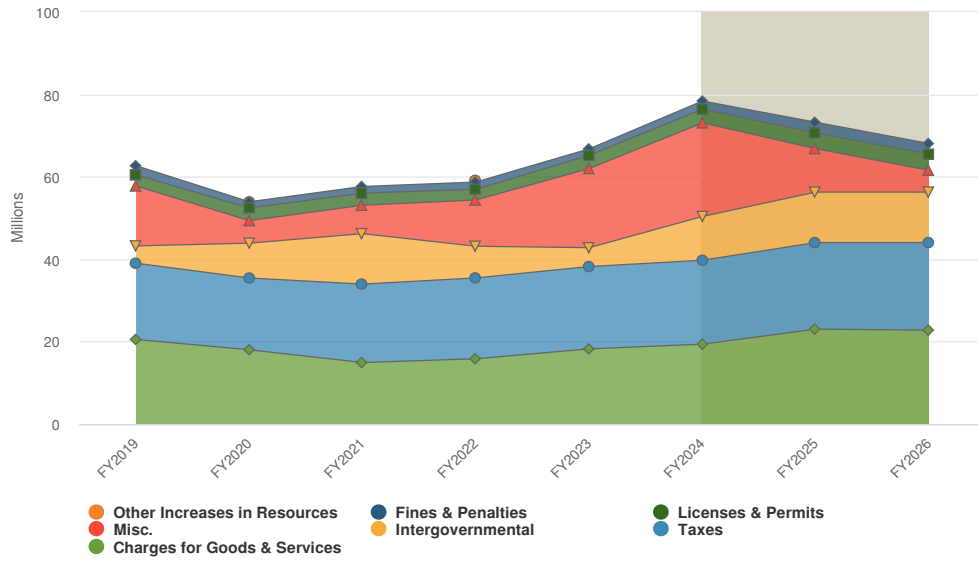
Projected 2025 Revenues by Source



Projected 2026 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



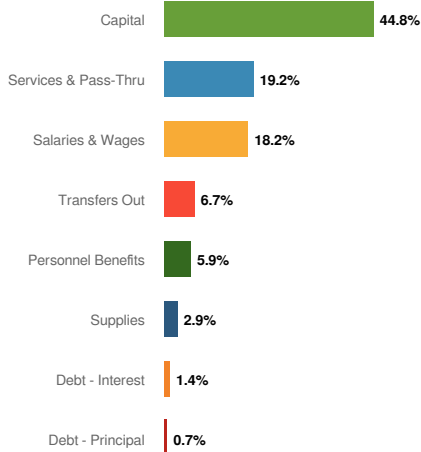
Grey background indicates budgeted figures.



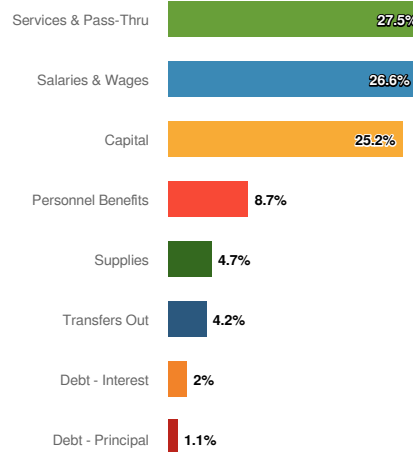
Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Taxes	\$19,980,896	\$20,363,272	\$20,145,660	\$21,001,759	\$21,248,776	3.1%
Licenses & Permits	\$3,193,368	\$3,342,270	\$3,483,000	\$3,819,264	\$3,918,271	14.3%
Intergovernmental	\$4,570,326	\$10,625,539	\$11,602,996	\$12,251,146	\$12,241,950	15.3%
Charges for Goods & Services	\$18,225,180	\$19,373,799	\$19,160,188	\$23,023,219	\$22,777,631	18.8%
Fines & Penalties	\$1,585,724	\$1,961,400	\$2,140,500	\$2,586,100	\$2,587,465	31.8%
Misc.	\$19,209,401	\$22,706,928	\$24,785,421	\$10,537,547	\$5,285,732	-53.6%
Other Increases in Resources	\$0	\$0	-\$1,000	\$0	\$0	0%
Total Revenue Source:	\$66,764,894	\$78,373,208	\$81,316,765	\$73,219,035	\$68,059,825	-6.6%

Expenditures by Expense Type

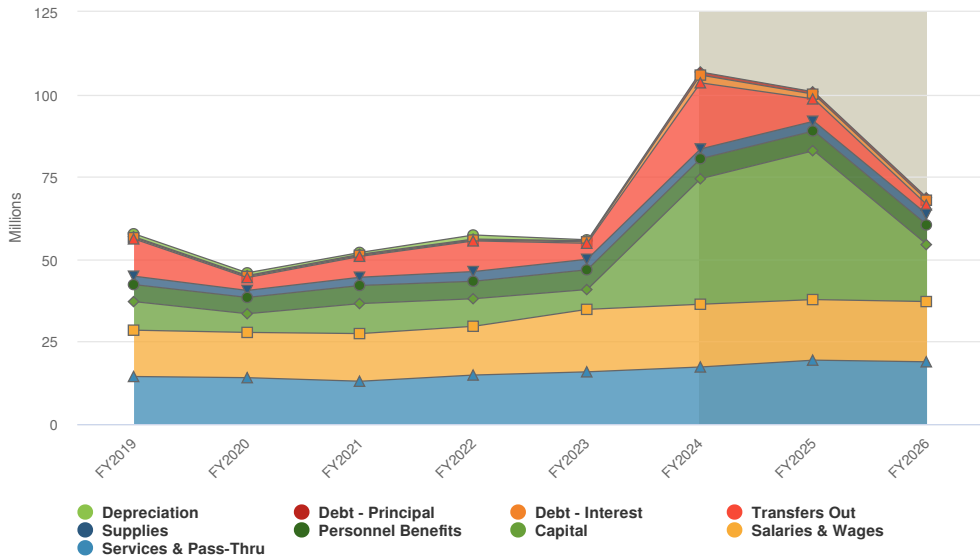
Budgeted 2025 Expenditures by Expense Type



Budgeted 2026 Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects						
Depreciation	\$306,779	\$0	-\$143,528	\$0	\$0	0%
Salaries & Wages	\$18,951,103	\$19,032,691	\$19,237,366	\$18,373,889	\$18,274,271	-3.5%
Personnel Benefits	\$5,988,787	\$6,073,727	\$6,129,302	\$5,983,136	\$5,965,727	-1.5%
Supplies	\$3,191,973	\$2,966,083	\$2,901,137	\$2,952,790	\$3,209,190	-0.4%
Services & Pass-Thru	\$15,821,703	\$17,292,058	\$18,175,875	\$19,367,449	\$18,867,978	12%
Capital	\$6,011,978	\$38,063,641	\$29,286,484	\$45,161,000	\$17,271,600	18.6%
Debt - Principal	\$318,075	\$935,482	\$715,482	\$716,863	\$741,863	-23.4%
Debt - Interest	\$431,544	\$2,348,217	\$2,472,265	\$1,433,613	\$1,406,054	-38.9%
Transfers Out	\$4,853,988	\$20,058,793	\$9,985,841	\$6,765,967	\$2,885,251	-66.3%
Total Expense Objects:	\$55,875,930	\$106,770,692	\$88,760,225	\$100,754,708	\$68,621,934	-5.6%





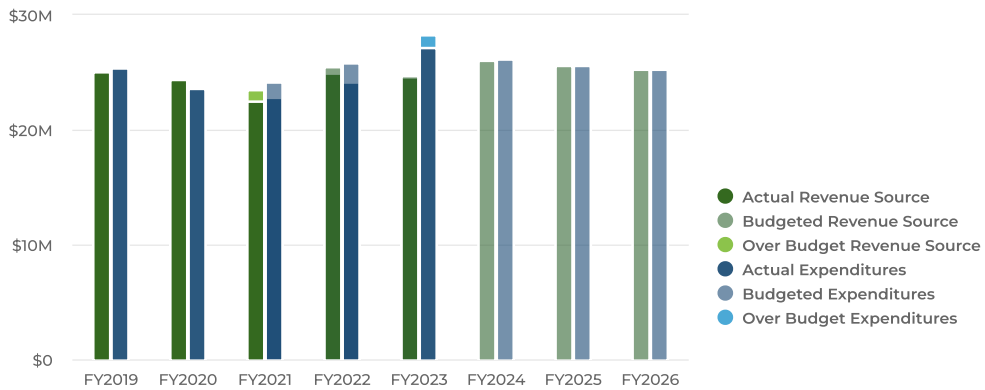
General Fund

The General Fund is the City's primary operating fund and is a major fund. It accounts for all financial resources except those required to be accounted for in other funds. It is generally considered to represent the basic operations of a municipality. It derives the majority of its revenues from property tax, sales tax, utility taxes, business & occupation taxes, and state-shared revenues.

Summary

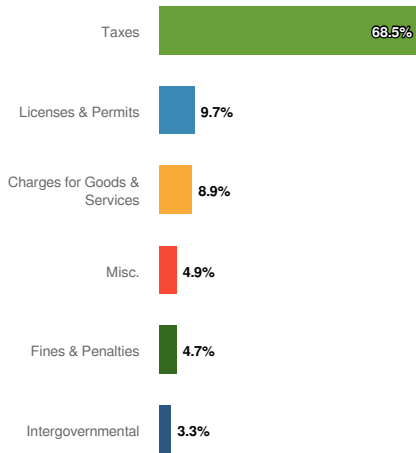
The City of Des Moines is projecting \$25.69M of revenue in FY2025, which represents a 1.8% decrease over the prior year and \$25.31M of revenue in FY2026, which represents a 1.5% decrease over the prior year.

Budgeted expenditures are projected to decrease by 2.1% or \$562.35K to \$25.69M in FY2025 and 1.5% or \$373.73K in FY2026.

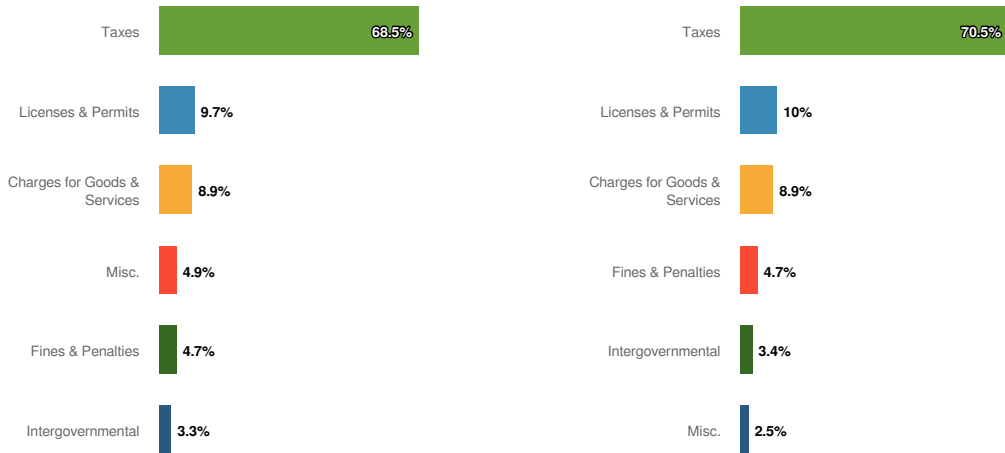


Revenues by Source

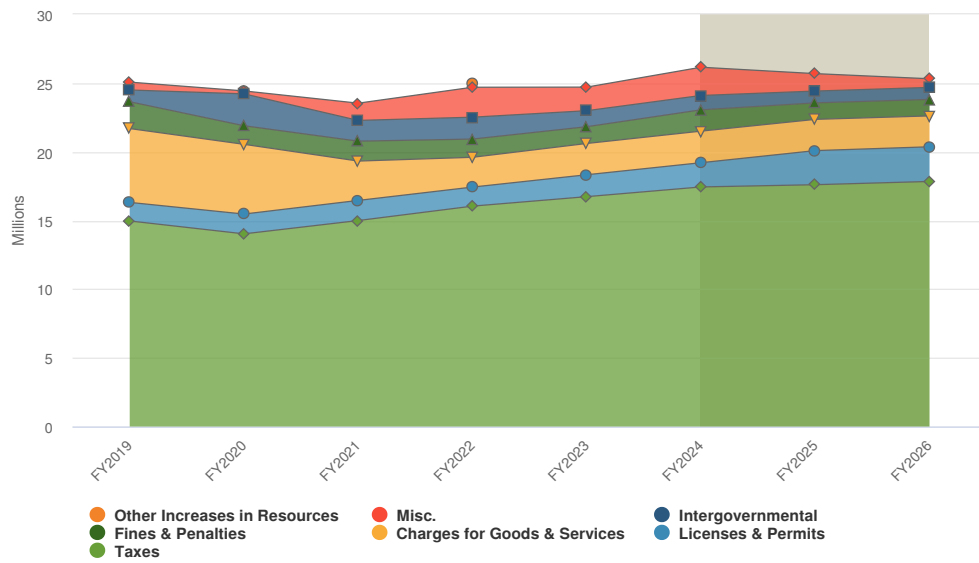
Projected 2025 Revenues by Source



Projected 2026 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



Grey background indicates budgeted figures.



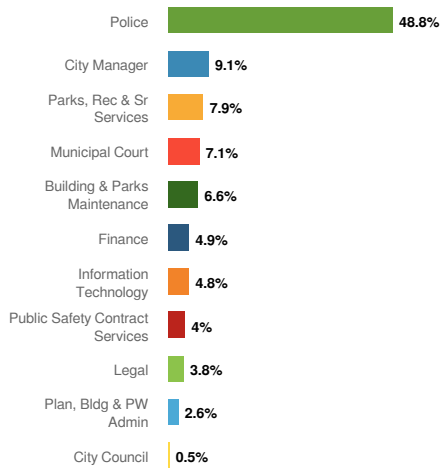
Name	FY2023 Actuals	FY2024 Amended Budget	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Taxes						
Property Tax	\$5,454,070	\$5,639,570	\$5,586,890	\$5,701,759	\$5,758,776	1.1%
Retail Sales	\$4,353,096	\$4,325,000	\$4,225,000	\$4,400,000	\$4,450,000	1.7%
Criminal Justice	\$1,207,639	\$1,300,000	\$1,240,000	\$1,400,000	\$1,400,000	7.7%
Business & Occupation	\$1,282,381	\$1,440,000	\$1,430,000	\$1,525,000	\$1,575,000	5.9%
Utility Taxes	\$4,215,887	\$4,459,106	\$4,220,262	\$4,310,000	\$4,380,000	-3.3%
Leasehold	\$212,207	\$240,000	\$235,000	\$240,000	\$250,000	0%
Gambling	\$6,970	\$35,000	\$25,000	\$25,000	\$25,000	-28.6%
Total Taxes:	\$16,732,250	\$17,438,676	\$16,962,152	\$17,601,759	\$17,838,776	0.9%
Licenses & Permits	\$1,594,642	\$1,765,000	\$1,790,000	\$2,482,000	\$2,523,000	40.6%
Total Licenses & Permits:	\$1,594,642	\$1,765,000	\$1,790,000	\$2,482,000	\$2,523,000	40.6%
Intergovernmental						
Federal Direct	\$40,338	\$25,000	\$40,000	\$40,000	\$0	60%
Federal Indirect	\$14,397	\$28,181	\$53,181	\$10,500	\$10,500	-62.7%
State Grants	\$131,469	\$0	\$49,638	\$8,000	\$45,000	N/A
State Shared Revenues	\$772,289	\$814,123	\$764,653	\$788,397	\$804,201	-3.2%
Local Grants	\$205,588	\$176,000	\$130,000	\$12,500	\$12,500	-92.9%
Total Intergovernmental:	\$1,164,081	\$1,043,304	\$1,037,472	\$859,397	\$872,201	-17.6%
Charges for Goods & Services						
General Govt.	\$1,805,572	\$1,775,535	\$1,751,435	\$1,761,976	\$1,702,667	-0.8%
Public Safety	\$99,653	\$83,300	\$84,000	\$86,400	\$88,400	3.7%
Natural and Economic Environment	-\$8,027	\$0	\$0	\$0	\$0	0%
Social Services	\$61,003	\$25,400	\$17,500	\$22,650	\$28,880	-10.8%
Culture & Rec.	\$318,498	\$413,500	\$361,300	\$403,500	\$429,000	-2.4%
Total Charges for Goods & Services:	\$2,276,700	\$2,297,735	\$2,214,235	\$2,274,526	\$2,248,947	-1%
Fines & Penalties	\$1,220,169	\$1,552,150	\$1,301,150	\$1,201,000	\$1,201,000	-22.6%
Total Fines & Penalties:	\$1,220,169	\$1,552,150	\$1,301,150	\$1,201,000	\$1,201,000	-22.6%
Misc.						
Interest and Other Earnings	\$105,602	\$106,000	\$81,000	\$56,000	\$31,000	-47.2%
Rents/Leases	\$358,402	\$511,570	\$367,360	\$453,300	\$480,325	907.3%
Non-Governmental Sources	\$14,667	\$24,000	\$15,220	\$2,500	\$1,500	-89.6%
Other	\$3,983	\$30,700	\$159,400	\$757,400	\$117,400	2,367.1%
Transfers In	\$1,235,552	\$1,850,617	\$1,850,617	\$0	\$0	-100%



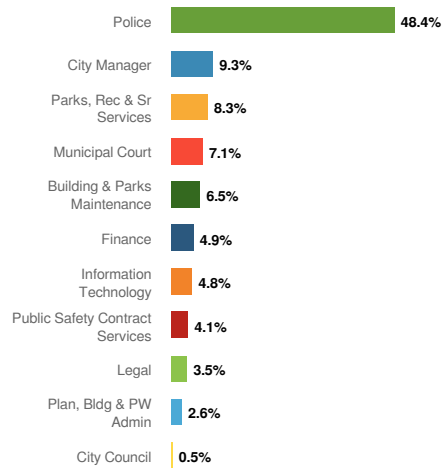
Name	FY2023 Actuals	FY2024 Amended Budget	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Total Misc.:	\$1,718,205	\$2,522,887	\$2,473,597	\$1,269,200	\$630,225	-38.3%
Total Revenue Source:	\$24,706,047	\$26,619,752	\$25,778,606	\$25,687,882	\$25,314,149	-1.8%

Expenditures by Function

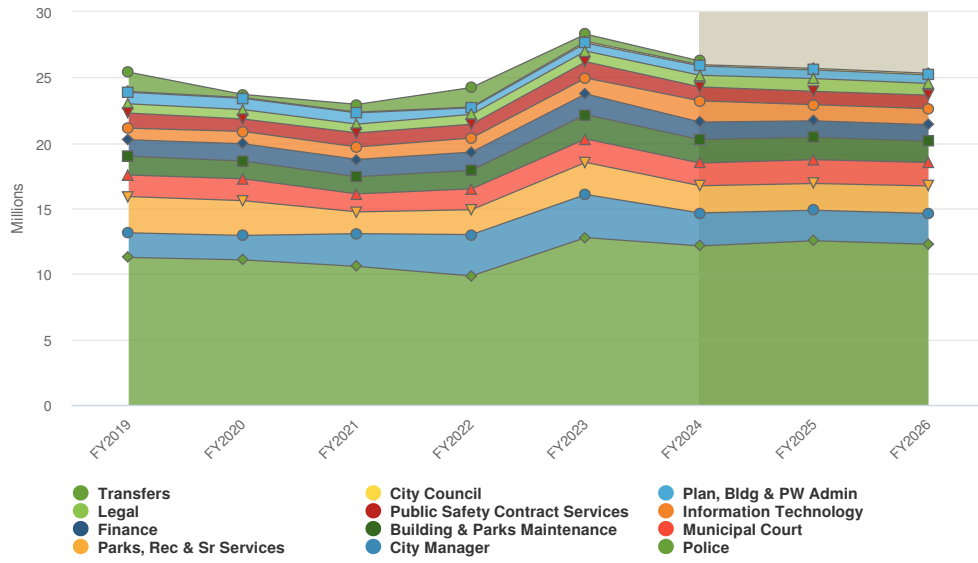
Budgeted 2025 Expenditures by Function



Budgeted 2026 Expenditures by Function



Budgeted and Historical Expenditures by Function



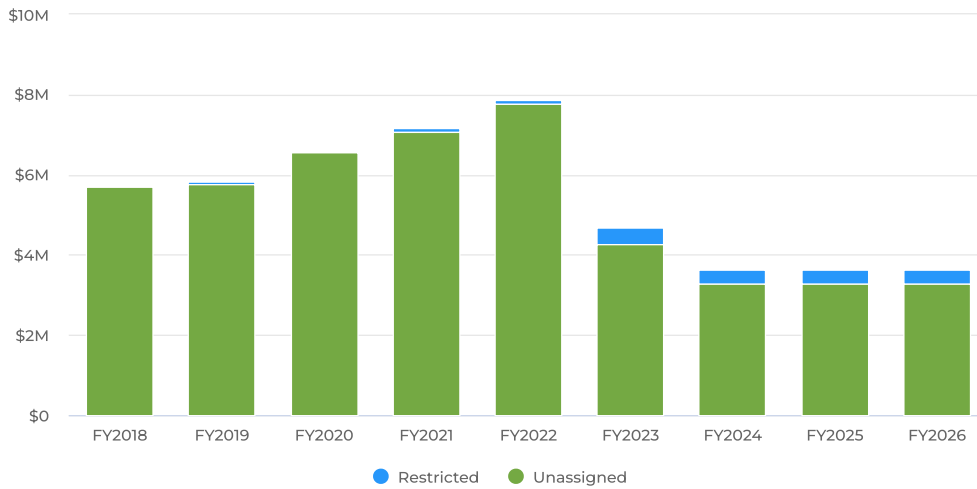
Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Amended Budget	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
City Council	\$124,655	\$95,981	\$180,851	\$119,696	\$120,720	24.7%
Building & Parks Maintenance	\$1,853,621	\$1,793,171	\$1,802,946	\$1,705,464	\$1,636,631	-4.9%
City Manager	\$3,293,706	\$2,517,221	\$2,585,035	\$2,331,893	\$2,352,339	-7.4%
Finance	\$1,580,758	\$1,334,670	\$1,151,542	\$1,257,318	\$1,249,664	-5.8%
Information Technology	\$1,214,440	\$1,618,534	\$1,540,534	\$1,231,273	\$1,223,750	-23.9%
Legal	\$814,437	\$889,357	\$861,357	\$975,709	\$897,784	9.7%
Municipal Court	\$1,793,579	\$1,735,021	\$1,746,571	\$1,818,022	\$1,789,937	4.8%
Plan, Bldg & PW Admin	\$608,811	\$716,245	\$716,245	\$659,284	\$655,228	-8%
Parks, Rec & Sr Services	\$2,447,988	\$3,066,577	\$2,450,109	\$2,040,931	\$2,103,455	-1.8%
Transfers	\$559,110	\$277,600	\$226,600	\$0	\$0	-100%
Public Safety Contract Services	\$1,243,761	\$1,061,350	\$1,296,600	\$1,020,310	\$1,029,310	-3.9%
Police	\$12,766,871	\$12,133,208	\$12,316,905	\$12,527,982	\$12,255,332	3.3%
Total Expenditures:	\$28,301,737	\$27,238,936	\$26,875,295	\$25,687,882	\$25,314,149	-2.1%

Fund Balance

Projections





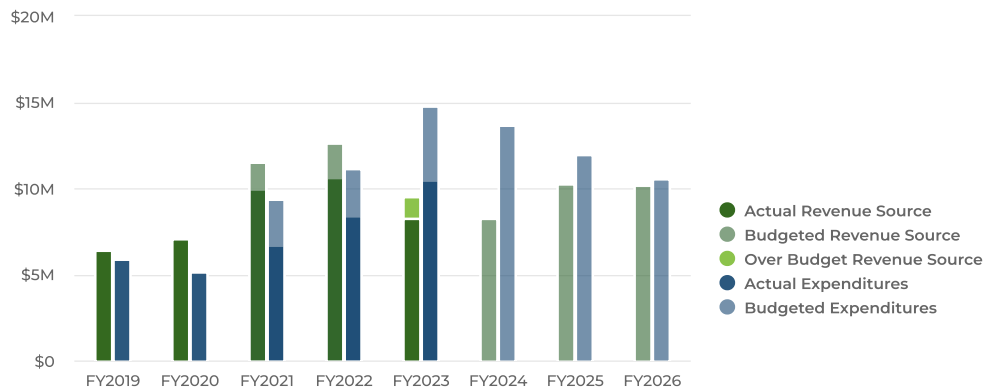
Special Revenue Funds

Special Revenue Funds account for the revenues and expenditures that are dedicated for specific purposes through either State Statute or City Council Policy.

Summary

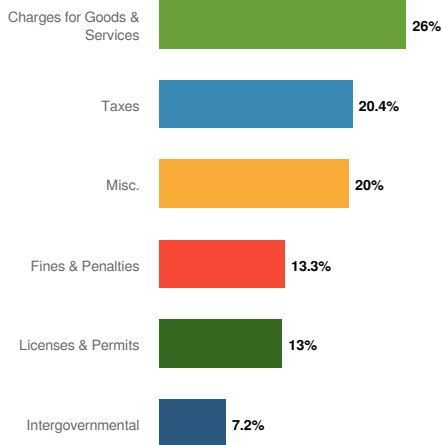
The City of Des Moines is projecting \$10.28M of revenue in FY2025, which represents a 24.0% increase over the prior year and \$10.21M of revenue in FY2026, which represents a 0.7% decrease over the prior year.

Budgeted expenditures are projected to decrease by 12.1% or \$1.66M to \$12.02M in FY2025 and 12.0% or \$1.44M in FY2026.

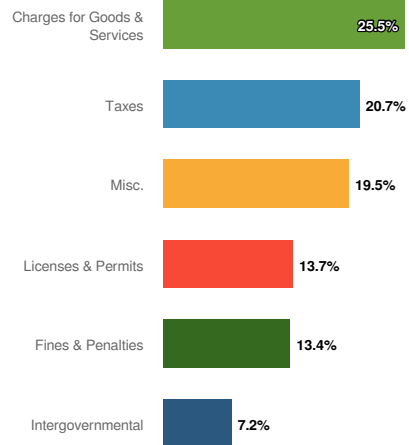


Revenues by Source

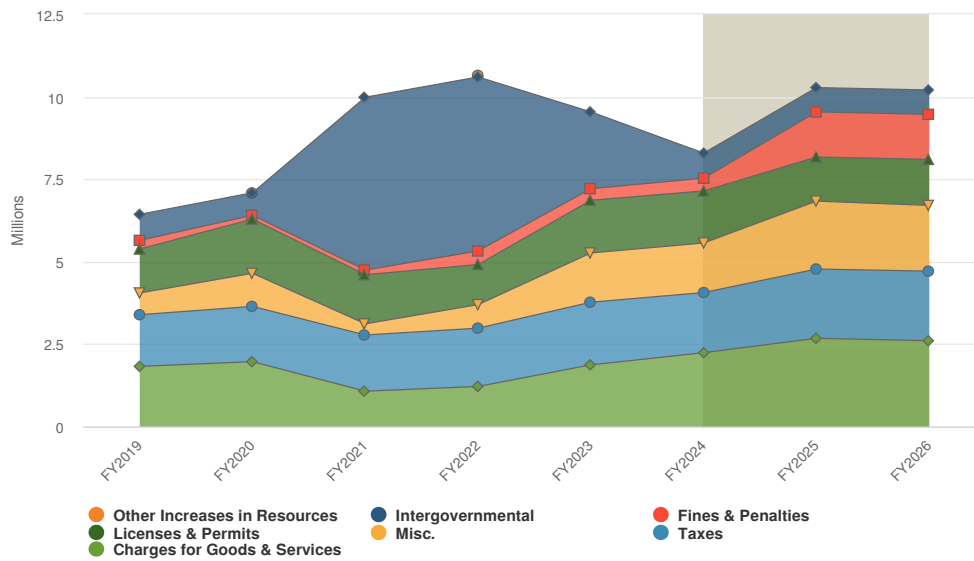
Projected 2025 Revenues by Source



Projected 2026 Revenues by Source



Budgeted and Historical 2025 Revenues by Source

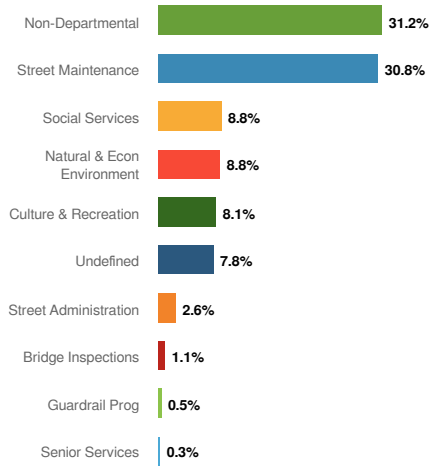


Grey background indicates budgeted figures.

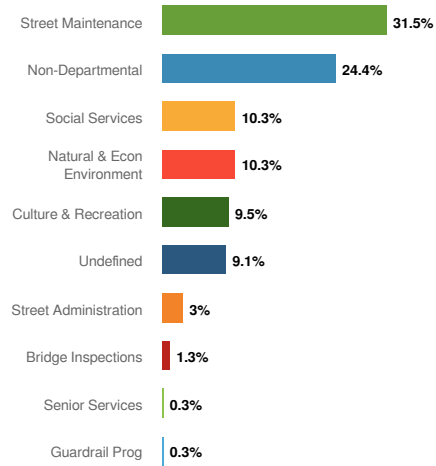


Expenditures by Function

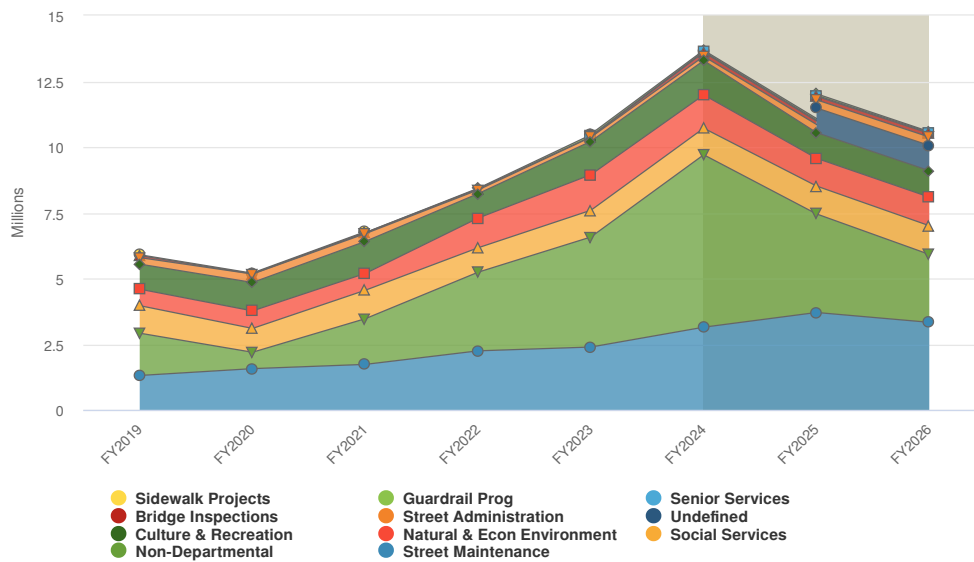
Budgeted 2025 Expenditures by Function



Budgeted 2026 Expenditures by Function



Budgeted and Historical Expenditures by Function



Grey background indicates budgeted figures.



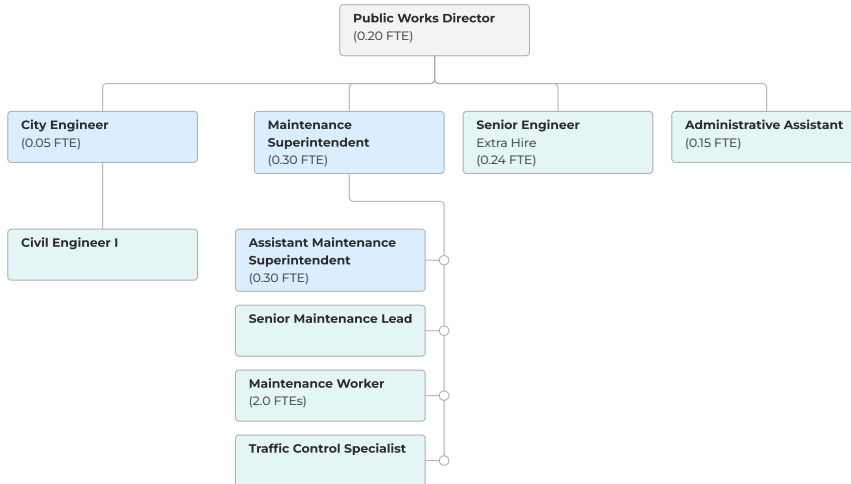


Street Maintenance Fund

The purpose of the Street Maintenance Fund is to account for the operations related to the maintenance of City streets.

Organization Chart

Street Maintenance Fund

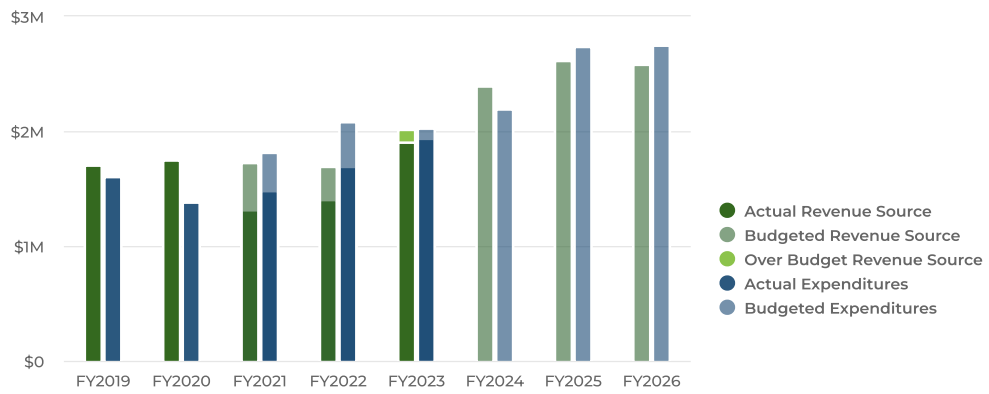


Summary

The City of Des Moines is projecting \$2.62M of revenue in FY2025, which represents a 9.1% increase over the prior year and \$2.59M of revenue in FY2026, which represents a 1.2% decrease over the prior year.

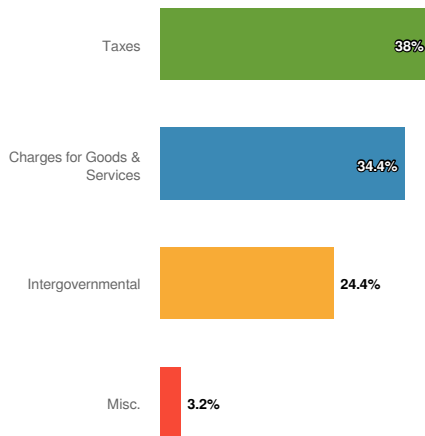
Budgeted expenditures are projected to increase by 24.7% or \$542.45K to \$2.74M in FY2025 and 0.4% or \$10.3K in FY2026.



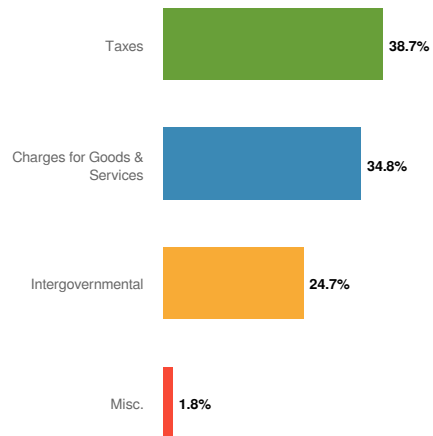


Revenues by Source

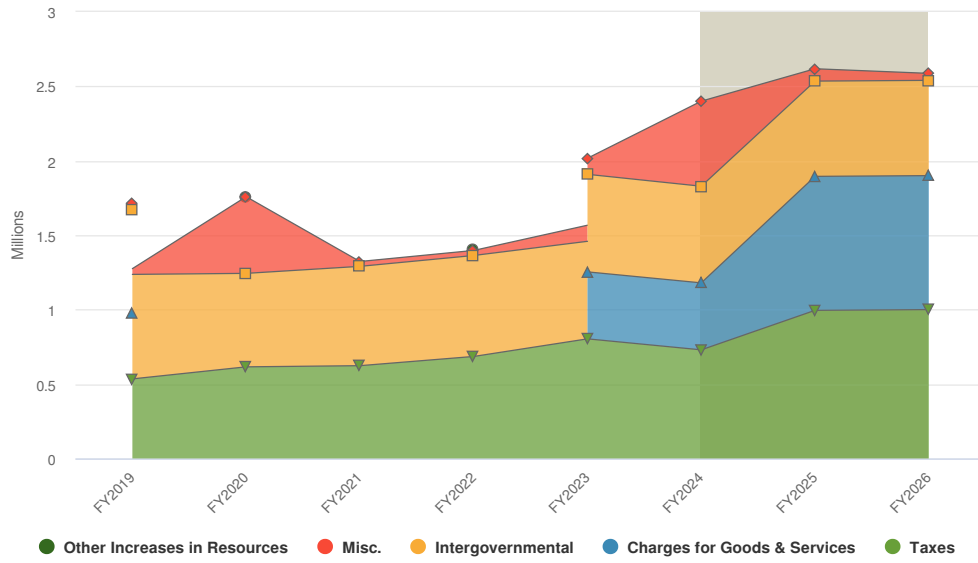
Projected 2025 Revenues by Source



Projected 2026 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



Grey background indicates budgeted figures.

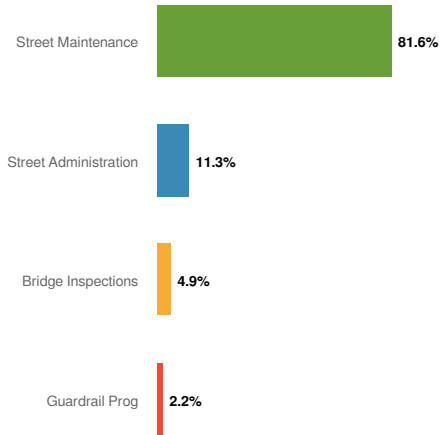


Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Taxes						
SANITATION UTILITY TAX 10%	\$702,881	\$637,100	\$850,000	\$900,000	\$900,000	41.3%
UTILITY TAXES - SWM	\$100,564	\$92,496	\$92,496	\$95,000	\$100,000	2.7%
Total Taxes:	\$803,445	\$729,596	\$942,496	\$995,000	\$1,000,000	36.4%
Intergovernmental						
MULTIMODAL TRANSPORTATION	\$43,057	\$42,573	\$42,573	\$40,000	\$40,000	-6%
VEHICLE FUEL TAX	\$612,252	\$606,662	\$606,662	\$600,000	\$600,000	-1.1%
Total Intergovernmental:	\$655,309	\$649,235	\$649,235	\$640,000	\$640,000	-1.4%
Charges for Goods & Services						
I/F TBD STREET MTC SERVICES	\$450,000	\$450,000	\$450,000	\$900,000	\$900,000	100%
Total Charges for Goods & Services:	\$450,000	\$450,000	\$450,000	\$900,000	\$900,000	100%
Misc.						
INTEREST REVENUE	\$14,053	\$2,500	\$27,000	\$24,000	\$17,000	860%
MISCELLANEOUS	-\$424	\$0	\$0	\$0	\$0	0%
XFER IN FROM ARPA	\$0	\$20,000	\$20,000	\$0	\$0	-100%
XFER IN FROM TBD	\$0	\$500,000	\$500,000	\$0	\$0	-100%
XFER IN FROM 302	\$0	\$29,000	\$29,000	\$29,000	\$0	0%
XFER IN FROM ASE	\$94,525	\$20,000	\$20,000	\$0	\$0	-100%
STREET TXR IN FROM FUND 191	\$0	\$0	\$0	\$30,000	\$30,000	N/A
Total Misc.:	\$108,153	\$571,500	\$596,000	\$83,000	\$47,000	-85.5%
Total Revenue Source:	\$2,016,907	\$2,400,331	\$2,637,731	\$2,618,000	\$2,587,000	9.1%

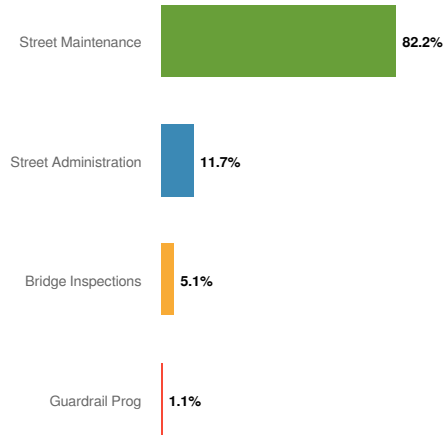


Expenditures by Function

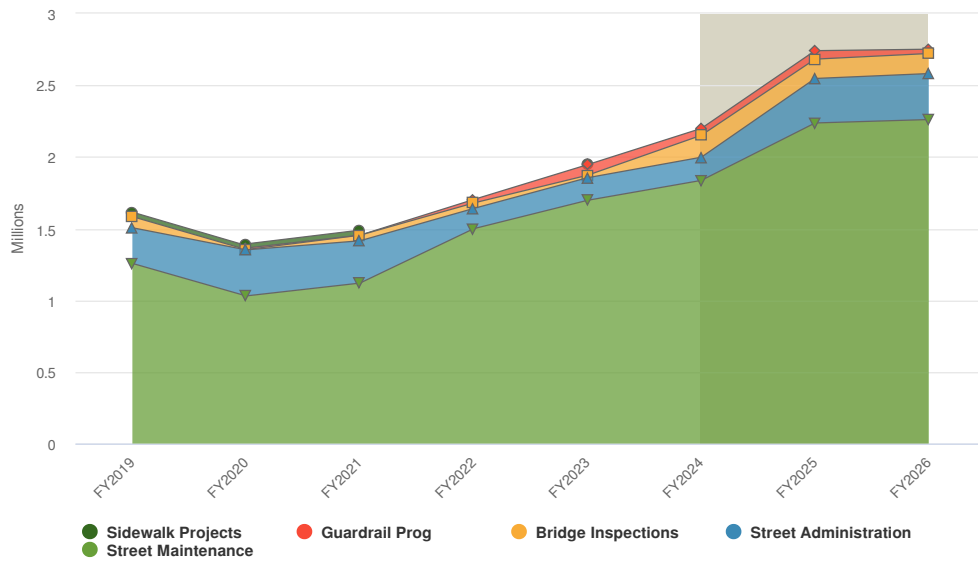
Budgeted 2025 Expenditures by Function



Budgeted 2026 Expenditures by Function



Budgeted and Historical Expenditures by Function



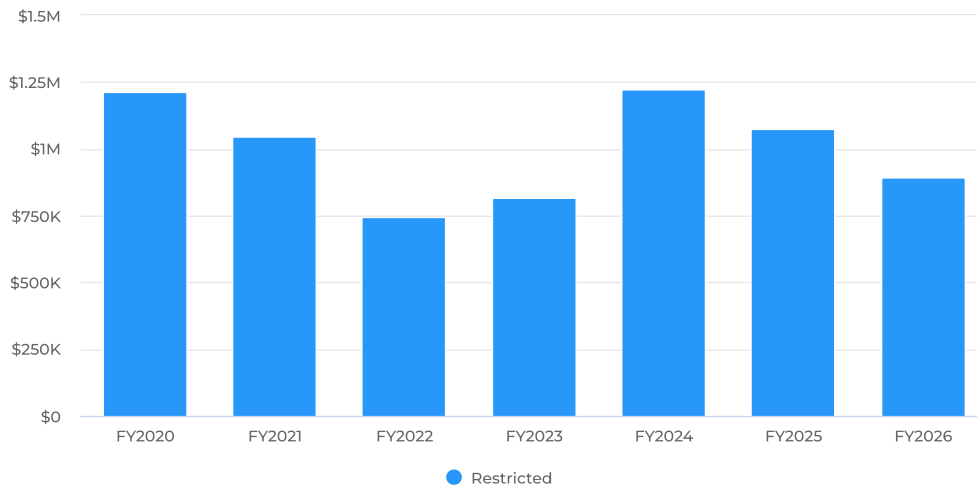
Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Bridge Inspections	\$17,388	\$153,000	\$153,000	\$135,000	\$140,000	-11.8%
Sidewalk Projects	\$676	\$0	\$0	\$0	\$0	0%
Guardrail Prog	\$73,848	\$48,000	\$48,000	\$59,000	\$30,000	22.9%
Street Maintenance	\$1,696,988	\$1,835,906	\$1,835,906	\$2,236,660	\$2,260,608	21.8%
Street Administration	\$157,495	\$161,696	\$168,696	\$310,393	\$320,743	92%
Total Expenditures:	\$1,946,396	\$2,198,602	\$2,205,602	\$2,741,053	\$2,751,352	24.7%

Fund Balance

Projections





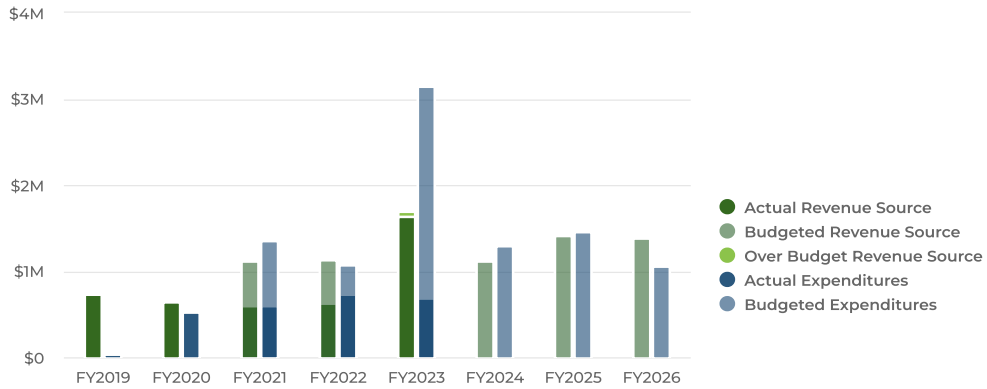
Street Pavement Fund

The purpose of the Street Pavement Fund is to account for the City's pavement management program.

Summary

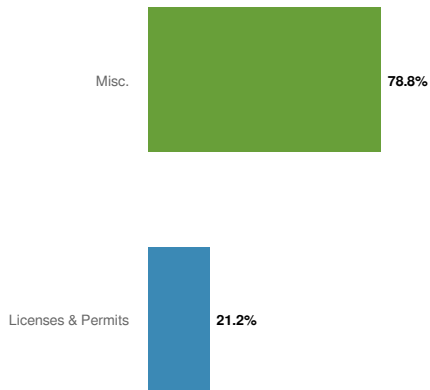
The City of Des Moines is projecting \$1.42M of revenue in FY2025, which represents a 26.3% increase over the prior year and \$1.39M of revenue in FY2026, which represents a 1.8% decrease over the prior year.

Budgeted expenditures are projected to increase by 12.1% or \$158.79K to \$1.47M in FY2025 and 27.2% or \$398.47K in FY2026.

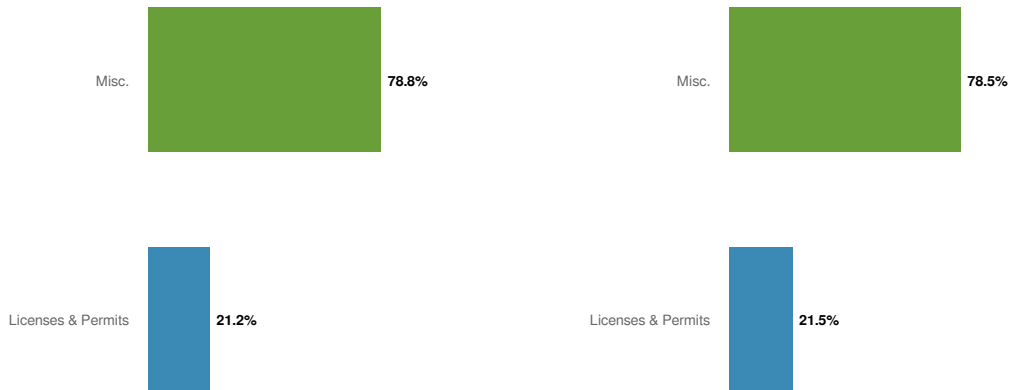


Revenues by Source

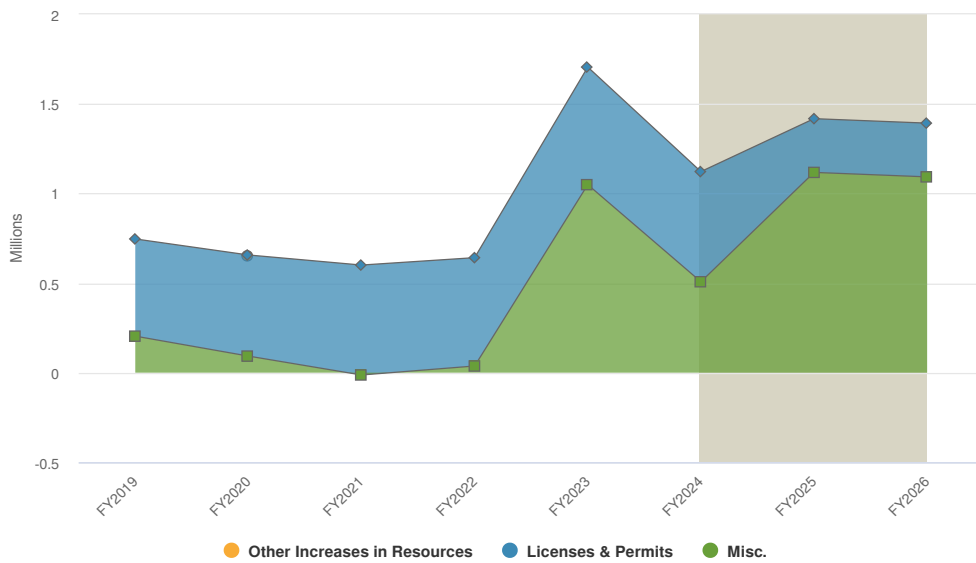
Projected 2025 Revenues by Source



Projected 2026 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



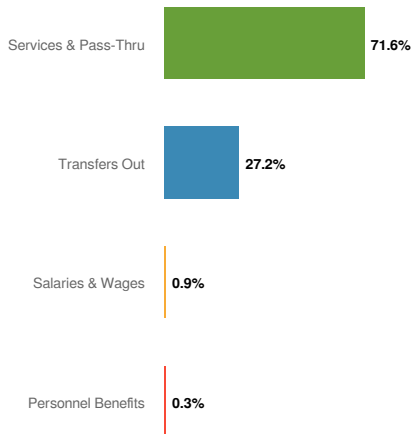
Grey background indicates budgeted figures.



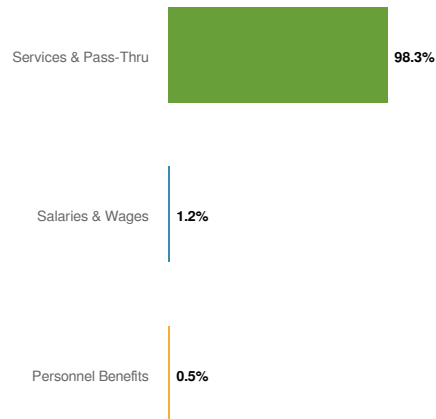
Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Licenses & Permits	\$656,464	\$615,000	\$615,000	\$300,000	\$300,000	-51.2%
Total Licenses & Permits:	\$656,464	\$615,000	\$615,000	\$300,000	\$300,000	-51.2%
Misc.						
Interest and Other Earnings	\$49,554	\$7,500	\$120,000	\$75,000	\$50,000	900%
Transfers In	\$1,000,000	\$500,000	\$500,000	\$1,043,000	\$1,043,000	108.6%
Total Misc.:	\$1,049,554	\$507,500	\$620,000	\$1,118,000	\$1,093,000	120.3%
Total Revenue Source:	\$1,706,017	\$1,122,500	\$1,235,000	\$1,418,000	\$1,393,000	26.3%

Expenditures by Expense Type

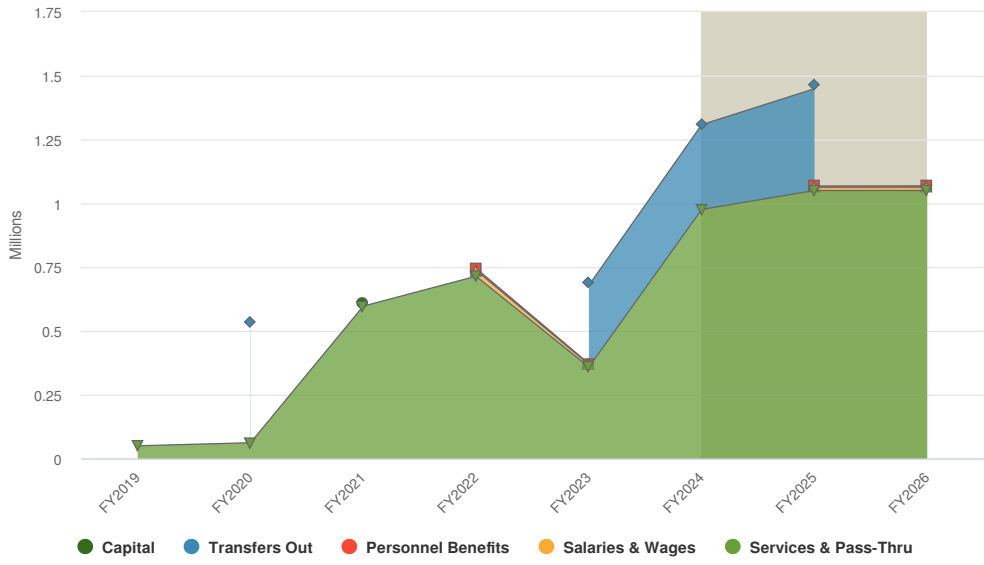
Budgeted 2025 Expenditures by Expense Type



Budgeted 2026 Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



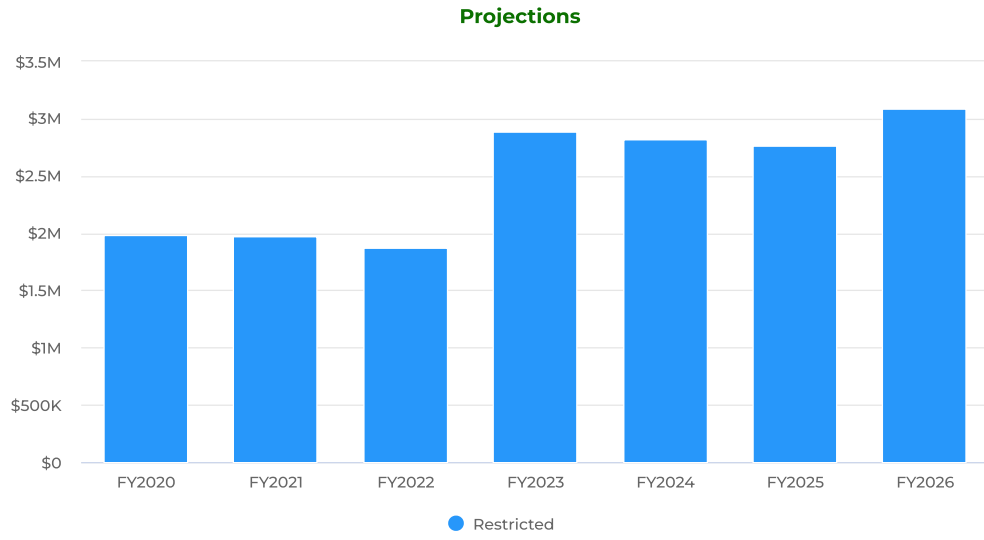
Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects						
Salaries & Wages						
Street Maintenance						
SALARIES & WAGES	\$9,976	\$0	\$0	\$12,744	\$13,126	N/A
Total Street Maintenance:	\$9,976	\$0	\$0	\$12,744	\$13,126	N/A
Total Salaries & Wages:	\$9,976	\$0	\$0	\$12,744	\$13,126	N/A
Personnel Benefits						
Street Maintenance						
BENEFITS - FEDERAL	\$145	\$0	\$0	\$189	\$195	N/A
BENEFITS - STATE	\$138	\$0	\$0	\$295	\$304	N/A
BENEFITS - RETIREMENT	\$1,009	\$0	\$0	\$1,238	\$1,275	N/A
BENEFITS - ICMA	\$658	\$0	\$0	\$870	\$896	N/A
BENEFITS - MED/DENTAL	\$1,143	\$0	\$0	\$2,306	\$2,375	N/A
BENEFITS - OTHER	\$96	\$0	\$0	\$146	\$150	N/A
Total Street Maintenance:	\$3,189	\$0	\$0	\$5,044	\$5,195	N/A
Total Personnel Benefits:	\$3,189	\$0	\$0	\$5,044	\$5,195	N/A
Services & Pass-Thru						
Street Maintenance						
INTERFUND FINANCIAL SERVICES	\$3,678	\$0	\$0	\$0	\$0	0%
CONTINGENCIES ARTERIAL ST PAVI	\$354,602	\$976,000	\$976,000	\$1,050,000	\$1,050,000	7.6%
Total Street Maintenance:	\$358,280	\$976,000	\$976,000	\$1,050,000	\$1,050,000	7.6%
Total Services & Pass-Thru:	\$358,280	\$976,000	\$976,000	\$1,050,000	\$1,050,000	7.6%
Transfers Out						
Street Maintenance						
TRANSFERS OUT TO FUND 319	\$320,449	\$332,000	\$332,000	\$399,000	\$0	20.2%
Total Street Maintenance:	\$320,449	\$332,000	\$332,000	\$399,000	\$0	20.2%
Total Transfers Out:	\$320,449	\$332,000	\$332,000	\$399,000	\$0	20.2%
Total Expense Objects:	\$691,894	\$1,308,000	\$1,308,000	\$1,466,788	\$1,068,322	12.1%



Fund Balance



The purpose of the Development Fund is to account for revenue generated by fee-based development related activities, including permitting, plan review, etc. and the associated cost of providing services.

* This fund was created in 2017, PBPW (Planning, Building and Public Works) is split into tax-based and fee-based. This fund includes "fee-based" activities. The "tax-based" activities are included in the General Fund.

These divisions include:

- Planning & Development Services. Planning Services assists in developing and implementing long-range land use plans. Development Services reviews proposals and drafts code and zoning amendments.
- Building Division. Oversees building construction. It reviews building plans, issues permits and inspects buildings during construction to ensure compliance with approved plans and codes.
- Joint & Minor Home Repair. Provides funding for low-income families for minor home repairs.
- Code Enforcement. Provides enforcement of the City's Municipal Code, International Building Code, International Fire Code, RCW codes and WAC codes.
- Engineering Services. This division is responsible for the city's transportation infrastructure system. It studies and plans for improvements, seeks grant funding, designs and oversees construction. It also reviews residential and commercial development plans.
- City Project Management. Provides management of projects listed in the city's CIP plan.



Development Fund

Mission

The City of Des Moines Community Development Department is made up of two Divisions, Planning and Building, and is dedicated to fostering a vibrant, sustainable, and inclusive community by guiding thoughtful growth and development. We strive to enhance the quality of life for all residents by ensuring safe, attractive, and well-planned neighborhoods. Through collaboration, innovation, and adherence to best practices as well as local, state, and federal regulations, we work to preserve our city's unique character while promoting economic vitality, environmental stewardship, and public health. Our commitment is to provide professional and courteous service, engaging the community in shaping a thriving future for Des Moines.

Department Overview

Planning Division:

The Planning Division is committed to serving all residents with professionalism and courtesy, ensuring that Des Moines continues to be a healthy, safe, attractive, and enjoyable place to live, work, and visit. We play a key role in shaping the future of the city's built environment by ensuring that all development activities align with the city's adopted comprehensive plans and regulations. We also work through and/or assist our Code Enforcement Officer in several land use related code enforcement cases. We prioritize timely, accurate information and community engagement to support the city's vision for long-term growth and development.

Building Division:

The Building Division serves residents by ensuring that all development projects adhere to the adopted standards of public safety, accessibility, energy codes, and compliance with structural, electrical, plumbing, and mechanical standards. Under the direction of the Building Official, the division works in concert with the Planning Department to review, permit, and inspect development activities, ensuring compliance with the city's land use and construction codes. We also work through and/or assist our Code Enforcement Officer in several building related code enforcement cases. Our mission is to support a safe and resilient built environment while providing exceptional customer service and fostering a collaborative approach to community development.

- Administer the City's Comprehensive Plan
- Review and approve land use applications
- Code enforcement investigations
- Facilitate pre-application meetings
- Update the City's zoning and building codes as necessary
- Review and issuance of permits
- Inspection services for issued building permits



2024 Accomplishments

2024 Accomplishments

- **Comprehensive Plan Updates:** Comprehensive Plan updates to reflect the evolving needs of the community, ensuring alignment with state regulations and regional growth strategies.
- **Zoning Code Amendments:** Completed critical updates to the zoning code, promoting mixed-use development and addressing housing affordability, consistent with the Growth Management Act.
- **Building Code (Title 14) Update:** Completed essential updates the Buildings and Construction codes to improve public understanding and ensure relevance and efficiency of the Municipal Code. Included joint efforts with South King Fire to enhance fire safety regulations.
- **Key Certificate of Occupancies:** Completed inspections and issued a Certificate of Occupancy for the Des Moines Theater project (residential units) and Wesley Homes Phase 3.
- **Code Enforcement:** Investigated and closed many code enforcement cases, while working on several ongoing and new cases as they arise to ensure code compliance.

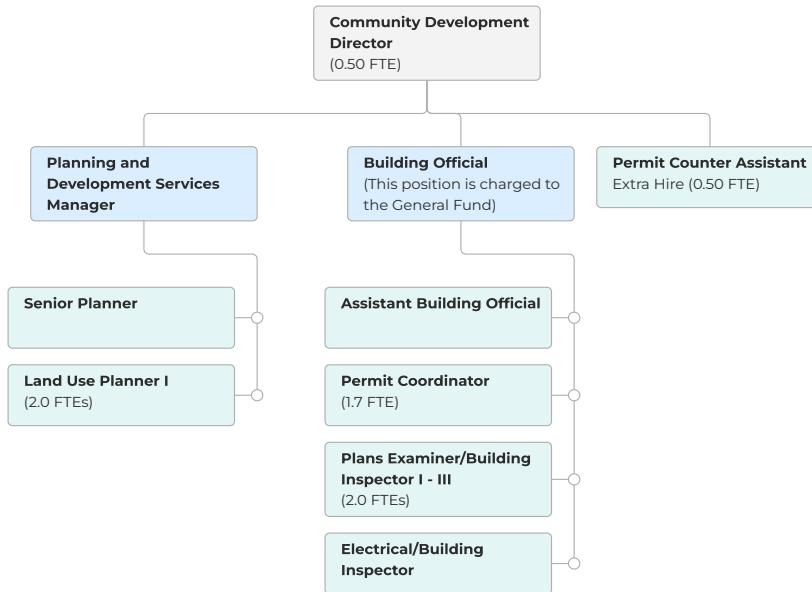
2025 - 2026 Goals

- **Safety and Compliance:** Ensure all construction projects meet the minimum requirements for safety, health, energy, accessibility, general welfare, and comply with local, state, and federal regulations.
- **Efficiency in Permitting:** Streamline the permitting process to reduce turnaround times while maintaining local, state, and federal standards and regulations.
- **Customer Service:** Continue to provide timely, accurate, and courteous service to residents, developers, and contractors, ensuring that all inquiries and applications are handled efficiently.
- **Implement the Comprehensive Plan:** Ensure that all development projects align with the goals and objectives outlined in the city's Comprehensive Plan, including land use, transportation, housing, and environmental sustainability.
- **Community Engagement** Increase public participation in the planning process by organizing workshops, public forums, and surveys to gather input and foster community involvement.
- **Sustainable Growth** Promote policies that encourage sustainable development practices, preserving natural resources and enhancing the quality of life for all residents.
- **Coordinate Review and Completion of City Projects:** Continue to collaborate with Planning, Building, Public Works, and other departments and agencies on City projects such as the Marina Steps, Marina dock replacements, and Redondo fishing pier and bathroom replacement.



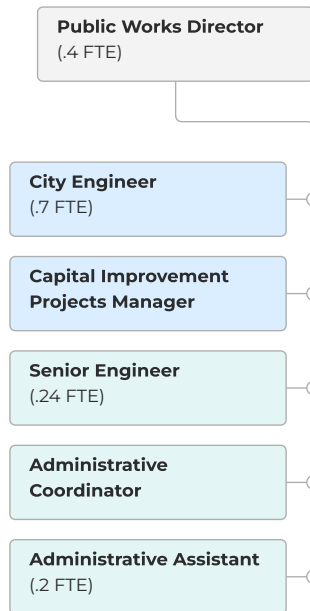
Organizational Chart

Development Fund - Community Development



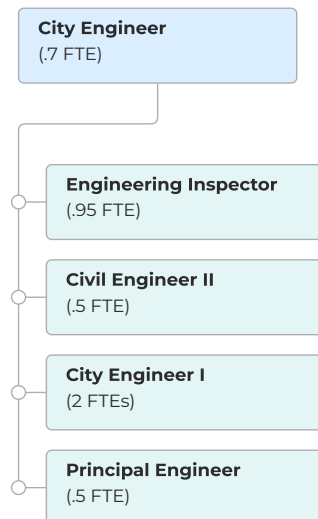
Organizational Chart (Cont.)

Development Fund - Public Works



Organizational Chart (Cont.)

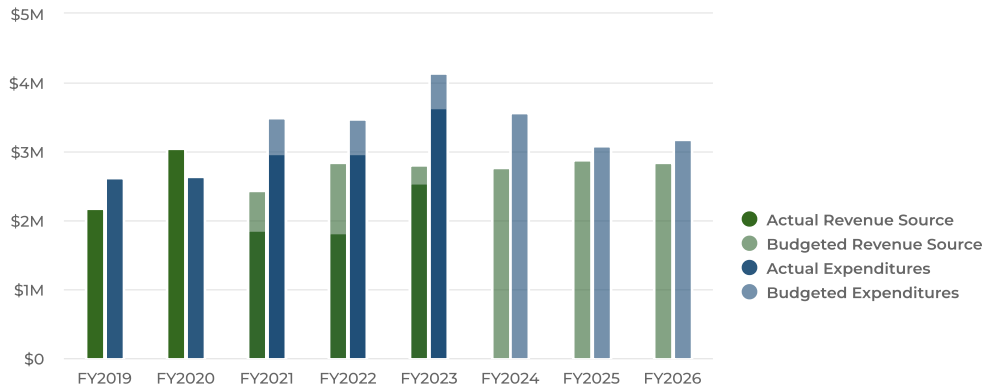
Development Fund - City Engineer Direct Reports



Summary

The City of Des Moines is projecting \$2.89M of revenue in FY2025, which represents a 3.8% increase over the prior year and \$2.86M of revenue in FY2026, which represents a 0.9% decrease over the prior year.

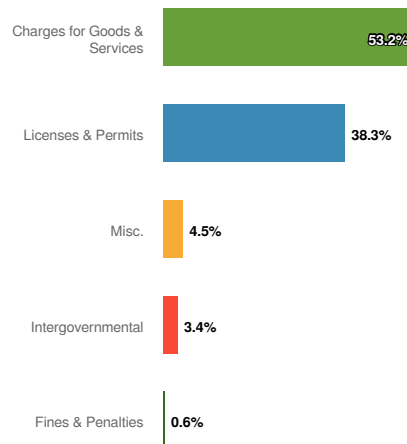
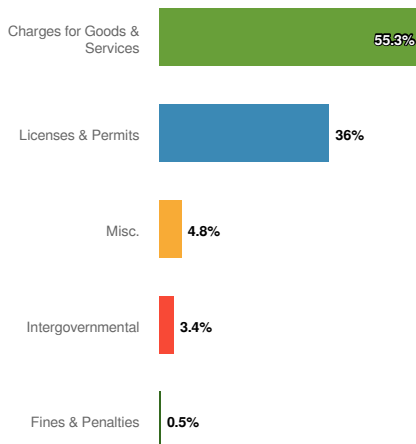
Budgeted expenditures are projected to decrease by 13.7% or \$490.3K to \$3.09M in FY2025 and 3.0% or \$92.04K in FY2026.



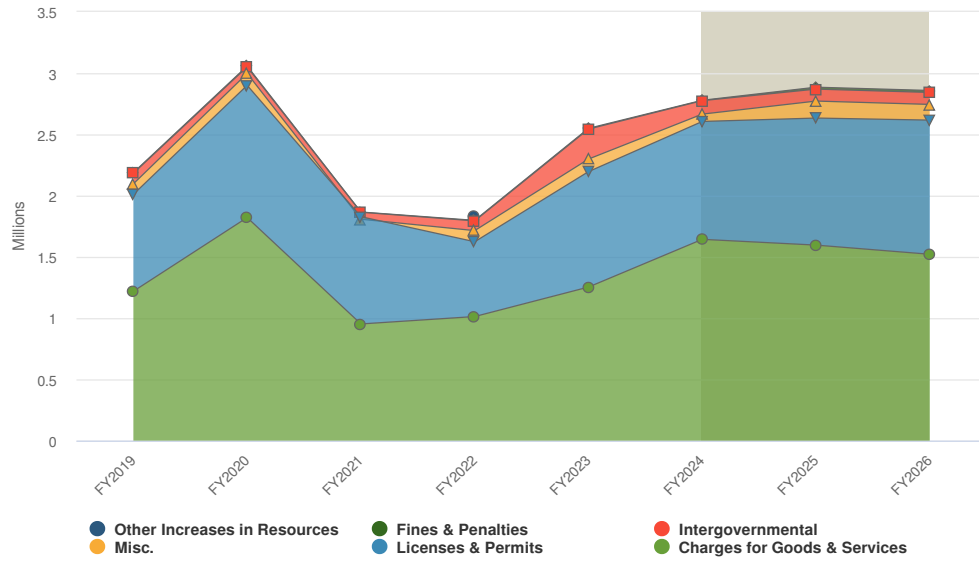
Revenues by Source

Projected 2025 Revenues by Source

Projected 2026 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Licenses & Permits						
Non-Business						
LAND CLEARING PERMITS	\$77,755	\$140,000	\$140,000	\$80,000	\$82,400	-42.9%
BUILDING PERMITS	\$608,854	\$500,000	\$700,000	\$685,465	\$725,284	37.1%
FIRE DIST PERMITS-CITY PORTION	\$7,206	\$8,000	\$3,000	\$3,399	\$3,596	-57.5%
PLUMBING PERMITS	\$21,422	\$60,000	\$25,000	\$28,600	\$30,261	-52.3%
MECHANICAL PERMITS	\$80,083	\$89,270	\$75,000	\$85,800	\$90,784	-3.9%
ELECTRICAL PERMITS	\$146,942	\$165,000	\$135,000	\$154,000	\$162,946	-6.7%
Total Non-Business:	\$942,262	\$962,270	\$1,078,000	\$1,037,264	\$1,095,271	7.8%
Total Licenses & Permits:	\$942,262	\$962,270	\$1,078,000	\$1,037,264	\$1,095,271	7.8%
Intergovernmental						
DEPT OF ECOLOGY	\$0	\$62,500	\$0	\$0	\$0	-100%
DEPT OF COMMERCE GRANTS	\$162,500	\$0	\$60,000	\$15,000	\$15,000	N/A
DEPT OF ECOLOGY RECYCLE	\$25,774	\$20,500	\$20,500	\$20,856	\$20,856	1.7%
KING CO HEALTH RECYCLE GRANT	\$25,949	\$0	\$25,000	\$14,381	\$14,381	N/A
KCINTERLOCAL RECYCLE/PORT ED G	\$23,517	\$0	\$16,000	\$20,512	\$20,512	N/A
FEDERAL INDIRECT HUD	\$7,670	\$0	\$7,789	\$0	\$0	0%
CDBG/JOINT MINOR HOME REPAIR P	-\$526	\$27,000	\$27,000	\$27,000	\$27,000	0%
Total Intergovernmental:	\$244,883	\$110,000	\$156,289	\$97,749	\$97,749	-11.1%
Charges for Goods & Services						
General Govt.						
RIGHT-OF-WAY PERMITS	\$141,419	\$125,000	\$200,000	\$137,500	\$141,250	10%
ENGINEERING PLAN REVIEW	\$0	\$25,000	\$0	\$0	\$0	-100%
OTHER ENGINEER FEES & CHARGES	\$199,755	\$205,224	\$150,000	\$149,254	\$18,657	-27.3%
INTERFD CHRGS/ENGR CIP SUPPORT	\$0	\$250,000	\$250,000	\$334,537	\$344,573	33.8%
DM DIST POOL CIP ADMIN SERVICE	\$9,415	\$10,000	\$5,000	\$10,000	\$10,000	0%
Total General Govt.:	\$350,589	\$615,224	\$605,000	\$631,291	\$514,480	2.6%
Public Safety						
INSPECTIONS/WABO PERMIT FEE	\$1,320	\$1,800	\$2,500	\$2,860	\$3,026	58.9%
Total Public Safety:	\$1,320	\$1,800	\$2,500	\$2,860	\$3,026	58.9%
Natural and Economic Environment						

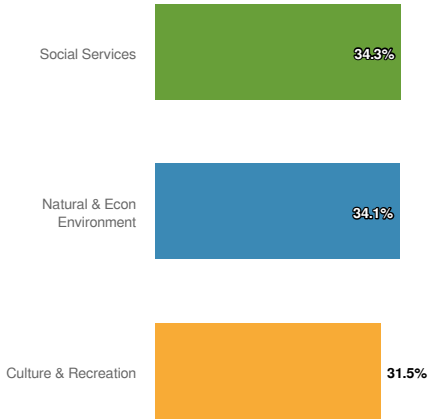


Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
ZONING FEES	\$180,085	\$136,168	\$136,168	\$154,278	\$163,240	13.3%
ZONING ONE TIME	\$97,273	\$200,000	\$200,000	\$165,000	\$174,585	-17.5%
PLAN CHECK FEES	\$0	\$30,000	\$0	\$0	\$0	-100%
SEPA RELATED MITIGATION FEES	\$0	\$100,000	\$0	\$0	\$0	-100%
OTHER PLAN FEES	\$49,000	\$0	\$0	\$0	\$0	0%
PLAN CHECK FEES	\$514,857	\$500,000	\$450,000	\$577,500	\$598,900	15.5%
FIRE DIST PLANS - CITY PORTION	\$4,684	\$5,000	\$4,000	\$4,620	\$4,888	-7.6%
PLAN CHECK FEES	\$55,719	\$55,000	\$55,000	\$60,500	\$62,150	10%
Total Natural and Economic Environment:	\$901,617	\$1,026,168	\$845,168	\$961,898	\$1,003,763	-6.3%
Total Charges for Goods & Services:	\$1,253,526	\$1,643,192	\$1,452,668	\$1,596,049	\$1,521,269	-2.9%
Fines & Penalties						
PENALTIES-STOP WORK	\$5,835	\$3,000	\$15,000	\$15,500	\$15,965	416.7%
Total Fines & Penalties:	\$5,835	\$3,000	\$15,000	\$15,500	\$15,965	416.7%
Misc.						
INTEREST REVENUE	\$59,907	\$20,000	\$92,000	\$65,000	\$50,000	225%
CASH OVERAGES/SHORTAGES	\$0	\$0	\$0	\$0	\$0	0%
OTHER MISCELLANEOUS REVENUES	\$18	\$0	\$0	\$0	\$0	0%
TRANSFERS IN FROM 142	\$0	\$0	\$0	\$32,484	\$35,732	N/A
CREDIT CARD CONVENIENCE FEE	\$42,736	\$40,000	\$40,000	\$41,200	\$42,436	3%
Total Misc.:	\$102,661	\$60,000	\$132,000	\$138,684	\$128,168	131.1%
Other Increases in Resources						
PRIOR PERIOD ADJUSTMENTS	\$0	\$0	-\$1,000	\$0	\$0	0%
Total Other Increases in Resources:	\$0	\$0	-\$1,000	\$0	\$0	0%
Total Revenue Source:	\$2,549,167	\$2,778,462	\$2,832,957	\$2,885,246	\$2,858,422	3.8%

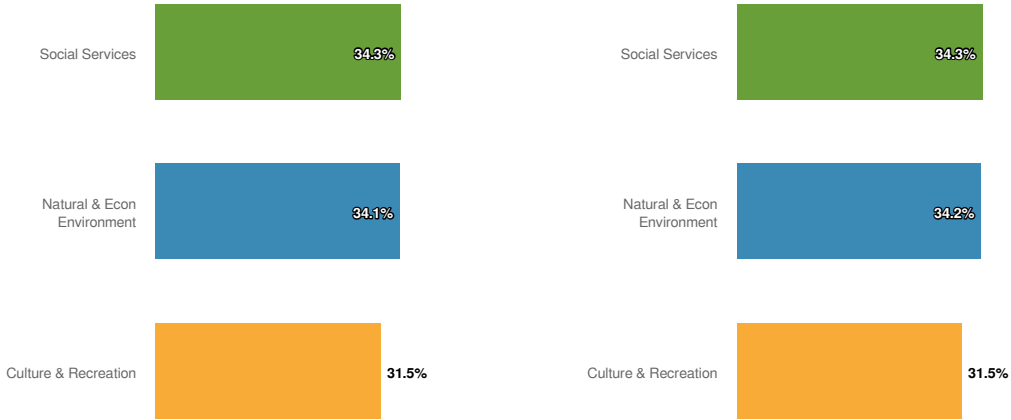


Expenditures by Function

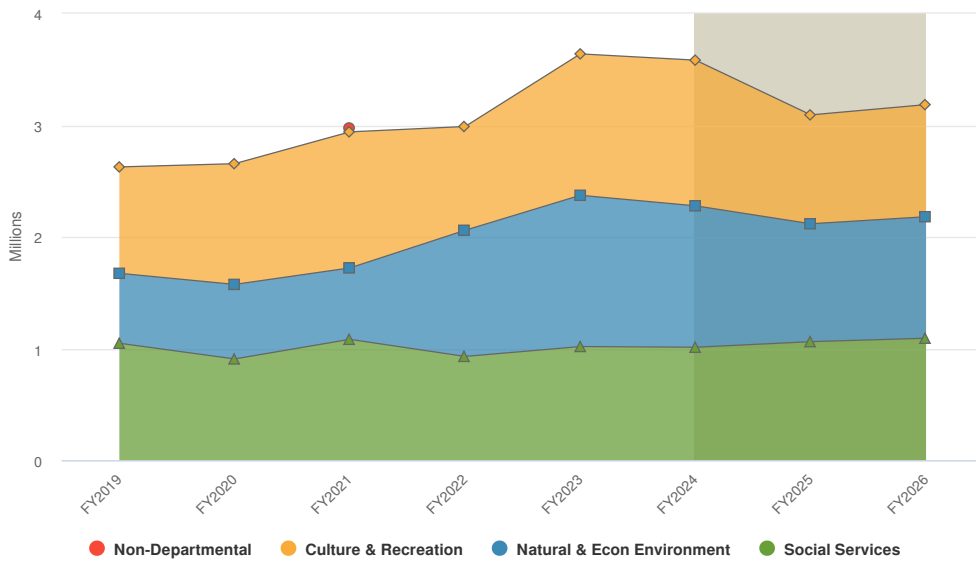
Budgeted 2025 Expenditures by Function



Budgeted 2026 Expenditures by Function



Budgeted and Historical Expenditures by Function



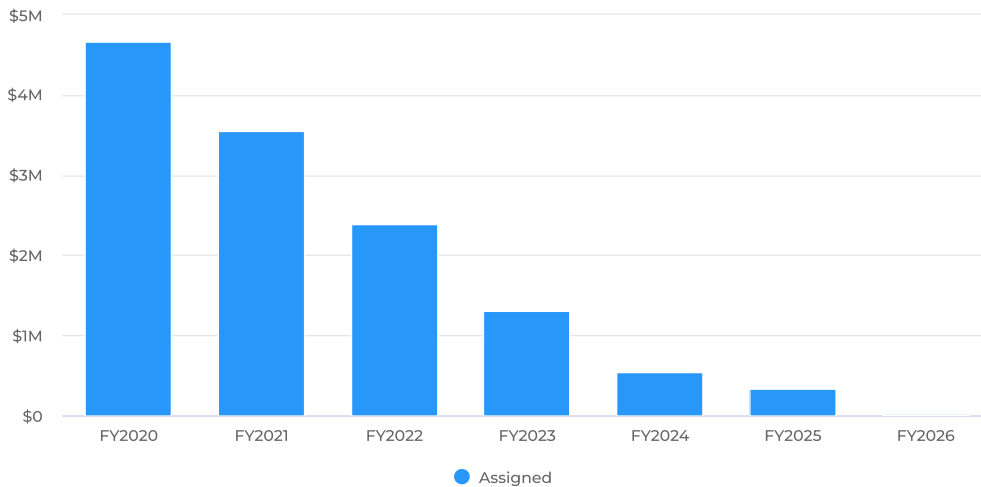
Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Social Services						
Grant Recycle	\$52,549	\$59,053	\$59,053	\$55,749	\$55,749	-5.6%
Building & Permits	\$952,741	\$925,163	\$926,013	\$978,527	\$1,009,230	5.8%
Cdbg Minor Home Repair	\$12,212	\$27,000	\$27,000	\$27,000	\$27,000	0%
Total Social Services:	\$1,017,503	\$1,011,216	\$1,012,066	\$1,061,276	\$1,091,979	5%
Natural & Econ Environment						
Planning	\$1,354,829	\$1,266,755	\$1,266,915	\$1,056,079	\$1,088,289	-16.6%
Total Natural & Econ Environment:	\$1,354,829	\$1,266,755	\$1,266,915	\$1,056,079	\$1,088,289	-16.6%
Culture & Recreation						
Engineering & Cip Services	\$1,266,705	\$1,304,853	\$1,304,927	\$975,173	\$1,004,302	-25.3%
Total Culture & Recreation:	\$1,266,705	\$1,304,853	\$1,304,927	\$975,173	\$1,004,302	-25.3%
Total Expenditures:	\$3,639,037	\$3,582,824	\$3,583,908	\$3,092,528	\$3,184,570	-13.7%

Fund Balance

Projections





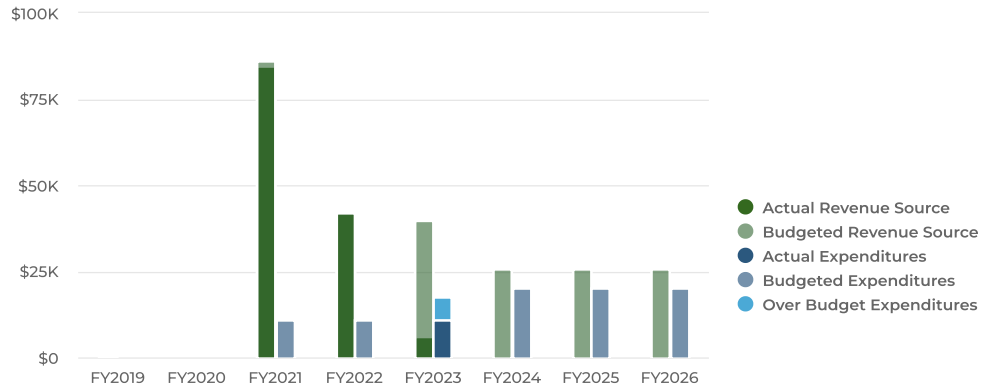
Police Drug Seizure Fund

The purpose of the Police Drug Seizure Fund is to account for assets seized per RCW 69.50.505 and federal assets seizure laws and those assets to be used for qualifying expenditures.

Summary

The City of Des Moines is projecting \$26K of revenue in FY2025, which represents a 0% increase over the prior year and \$26K of revenue in FY2026, which represents a 0% increase over the prior year.

Budgeted expenditures are projected to increase by 0% or \$0 to \$20.5K in FY2025 and 0% or \$0 in FY2026.



Revenues by Source

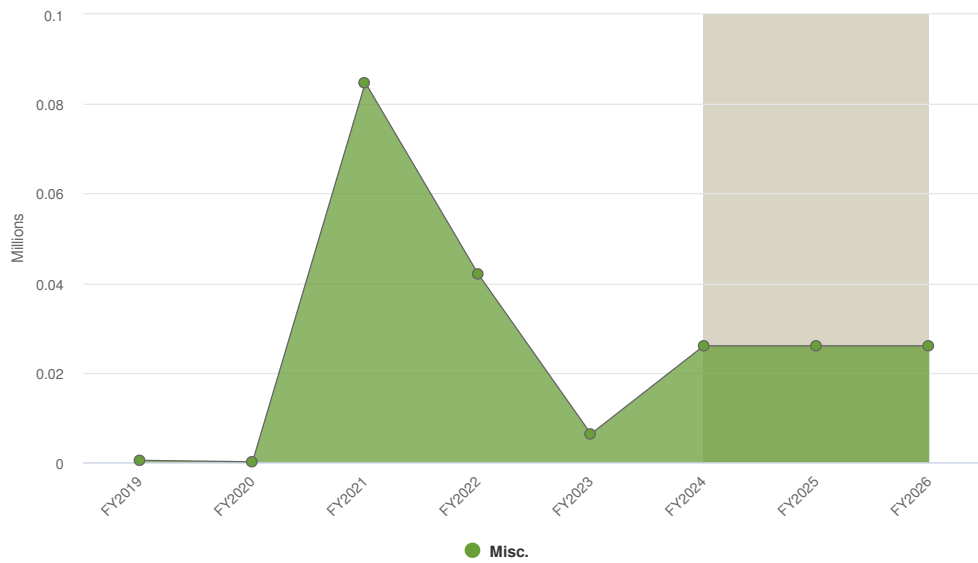
Projected 2025 Revenues by Source



Projected 2026 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



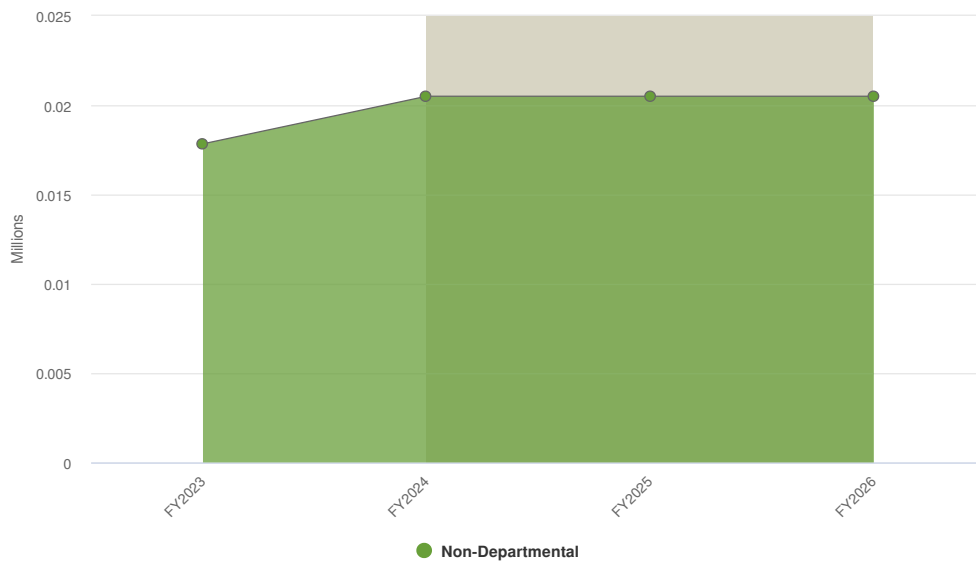
Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Misc.						
Unrestricted						
INTEREST REVENUE	\$0	\$1,000	\$1,000	\$1,000	\$1,000	0%
PROCEEDS FROM FORFEITED PROPER	\$6,325	\$25,000	\$25,000	\$25,000	\$25,000	0%
Total Unrestricted:	\$6,325	\$26,000	\$26,000	\$26,000	\$26,000	0%
Total Misc.:	\$6,325	\$26,000	\$26,000	\$26,000	\$26,000	0%
Total Revenue Source:	\$6,325	\$26,000	\$26,000	\$26,000	\$26,000	0%

Expenditures by Function

Budgeted and Historical Expenditures by Function

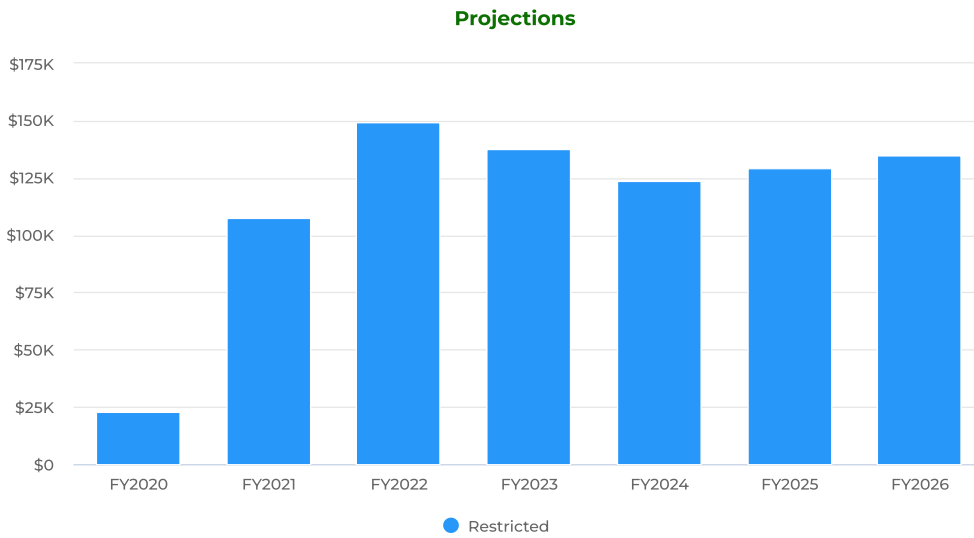


Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Non-Departmental						
Undefined						
Supplies						
SUPPLIES	\$4,777	\$5,500	\$40,000	\$5,500	\$5,500	0%
Total Supplies:	\$4,777	\$5,500	\$40,000	\$5,500	\$5,500	0%
Services & Pass-Thru						
PROFESSIONAL SERVICES	\$13,060	\$15,000	\$0	\$15,000	\$15,000	0%
Total Services & Pass-Thru:	\$13,060	\$15,000	\$0	\$15,000	\$15,000	0%
Total Undefined:	\$17,836	\$20,500	\$40,000	\$20,500	\$20,500	0%
Total Non-Departmental:	\$17,836	\$20,500	\$40,000	\$20,500	\$20,500	0%
Total Expenditures:	\$17,836	\$20,500	\$40,000	\$20,500	\$20,500	0%

Fund Balance





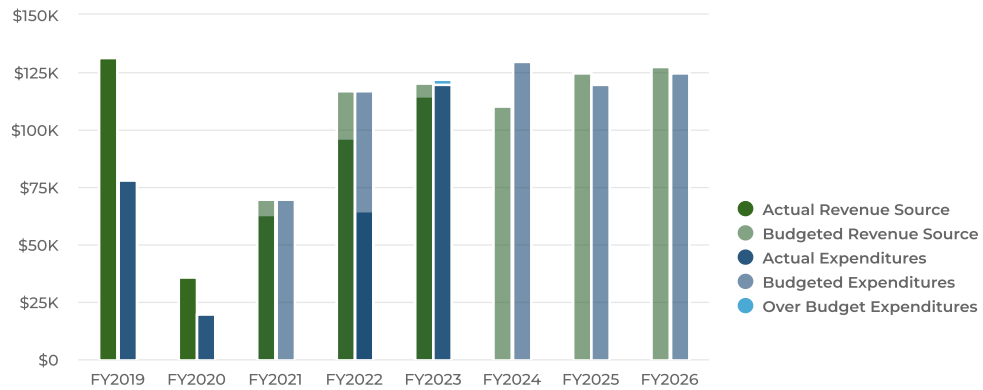
Hotel-Motel Tax Fund

The purpose of the Lodging Tax Fund is to account for lodging taxes received to be used to pay all or any part of the cost of tourism promotions or any other use authorized by RCW 67.28.

Summary

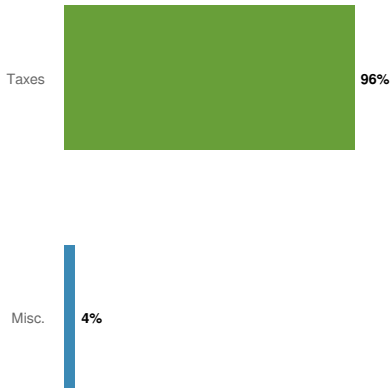
The City of Des Moines is projecting \$125K of revenue in FY2025, which represents a 12.9% increase over the prior year and \$128K of revenue in FY2026, which represents a 2.4% increase over the prior year.

Budgeted expenditures are projected to decrease by 7.7% or \$10K to \$120K in FY2025 and 4.2% or \$5K in FY2026.

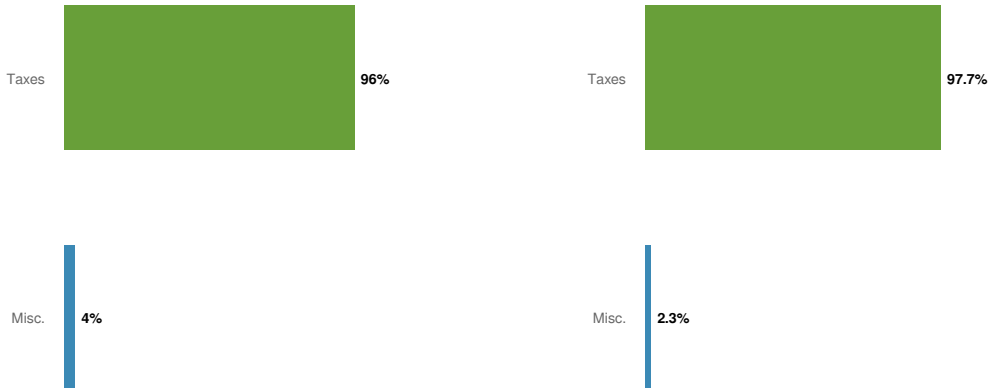


Revenues by Source

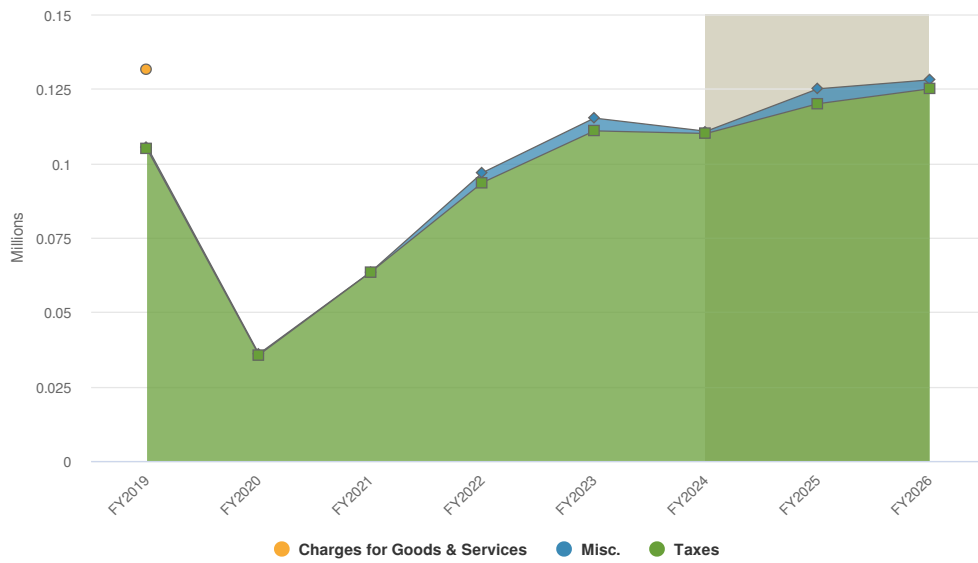
Projected 2025 Revenues by Source



Projected 2026 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



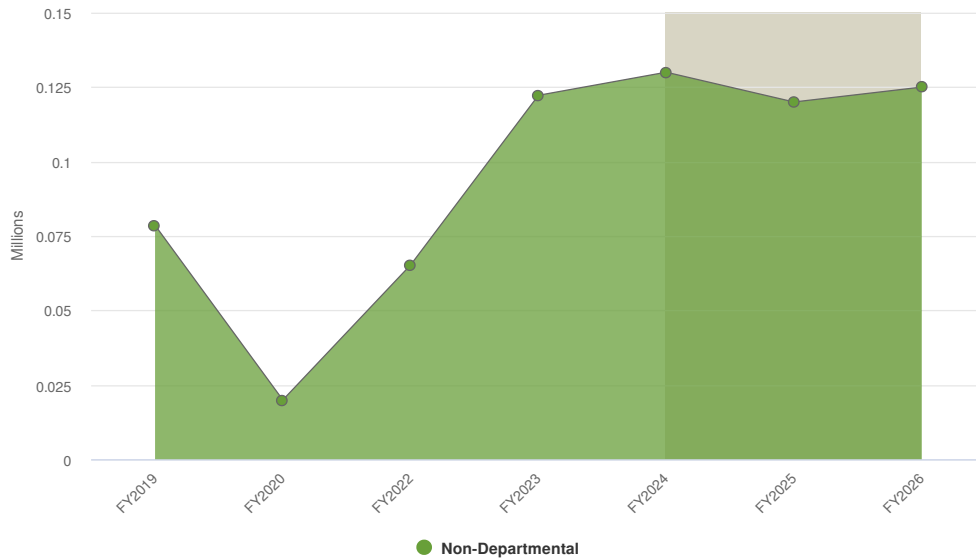
Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Taxes						
Retail Sales						
HOTEL/MOTEL TAX	\$110,872	\$110,000	\$110,000	\$120,000	\$125,000	9.1%
Total Retail Sales:	\$110,872	\$110,000	\$110,000	\$120,000	\$125,000	9.1%
Total Taxes:	\$110,872	\$110,000	\$110,000	\$120,000	\$125,000	9.1%
Misc.						
INTEREST REVENUE	\$4,300	\$750	\$7,000	\$5,000	\$3,000	566.7%
Total Misc.:	\$4,300	\$750	\$7,000	\$5,000	\$3,000	566.7%
Total Revenue Source:	\$115,172	\$110,750	\$117,000	\$125,000	\$128,000	12.9%

Expenditures by Function

Budgeted and Historical Expenditures by Function

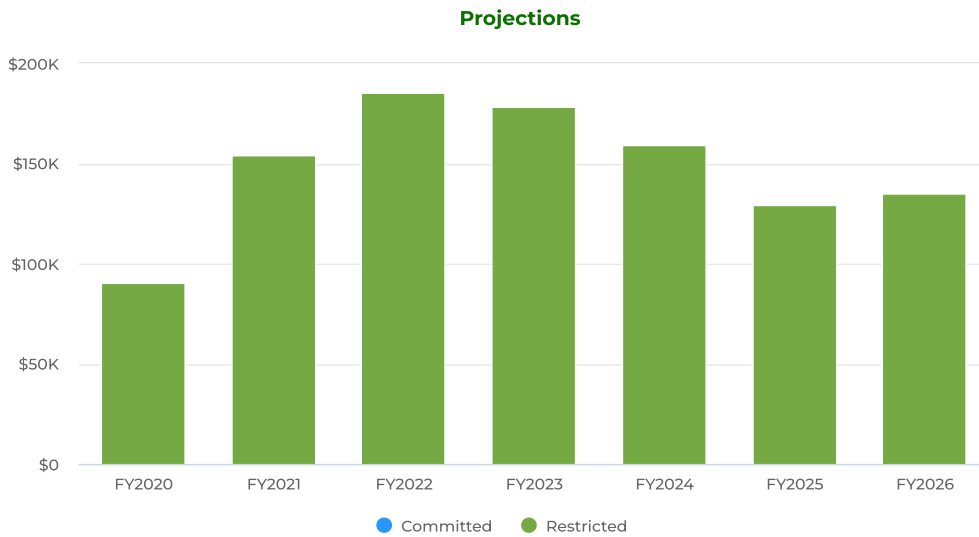


Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Undefined						
Salaries & Wages	\$6,196	\$0	\$0	\$0	\$0	0%
Personnel Benefits	\$1,841	\$0	\$0	\$0	\$0	0%
Services & Pass-Thru	\$114,206	\$130,000	\$130,000	\$120,000	\$125,000	-7.7%
Total Undefined:	\$122,243	\$130,000	\$130,000	\$120,000	\$125,000	-7.7%
Total Expenditures:	\$122,243	\$130,000	\$130,000	\$120,000	\$125,000	-7.7%

Fund Balance



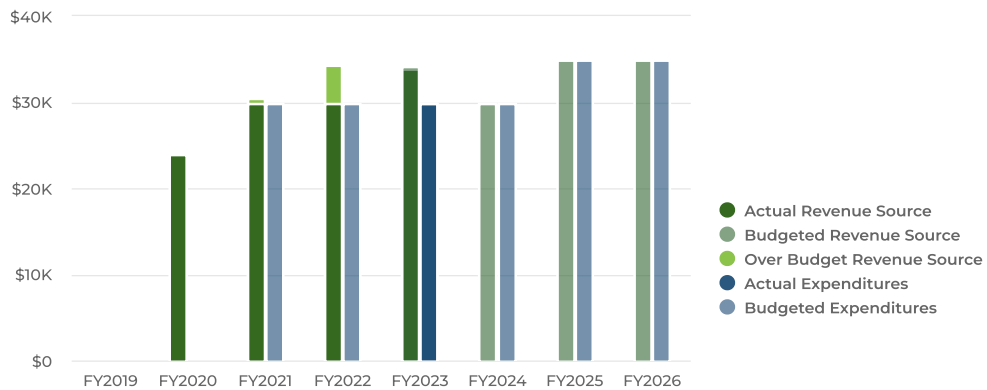


Affordable Housing Sales Tax

The purpose of the Affordable Housing Sales Tax Fund is to account for sales taxes collected, which is a credit against the state sales tax of 6.5% and does not increase the tax rate for consumers. The sales tax credit revenues are restricted and must be used for affordable and supportive housing, including rental assistance. Cities may pool resources.

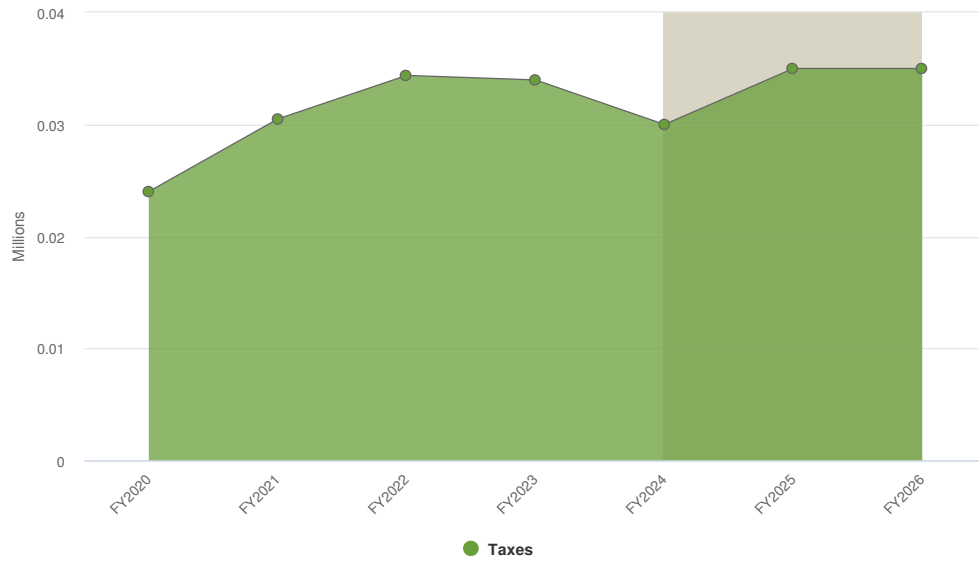
The City of Des Moines entered into an interlocal agreement with the Cities of Auburn, Burien, Covington, Federal Way, Kent, Normandy Park, Renton, Tukwila and King County to create and operate a joint undertaking known as the South King Housing and Homelessness Partners ("SKHHP"). The common goal is to ensure the availability of housing that meets the needs of all income levels in South King County.

Summary



Revenues by Source

Budgeted and Historical 2025 Revenues by Source



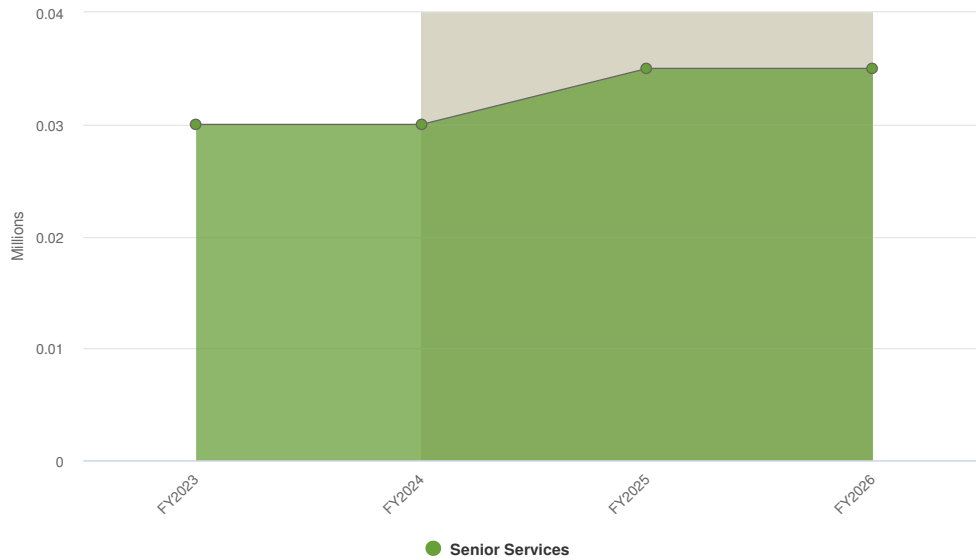
Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Taxes						
Unrestricted						
AFFORDABLE HOUSING SALES & USE	\$33,977	\$30,000	\$34,012	\$35,000	\$35,000	16.7%
Total Unrestricted:	\$33,977	\$30,000	\$34,012	\$35,000	\$35,000	16.7%
Total Taxes:	\$33,977	\$30,000	\$34,012	\$35,000	\$35,000	16.7%
Total Revenue Source:	\$33,977	\$30,000	\$34,012	\$35,000	\$35,000	16.7%

Expenditures by Function

Budgeted and Historical Expenditures by Function

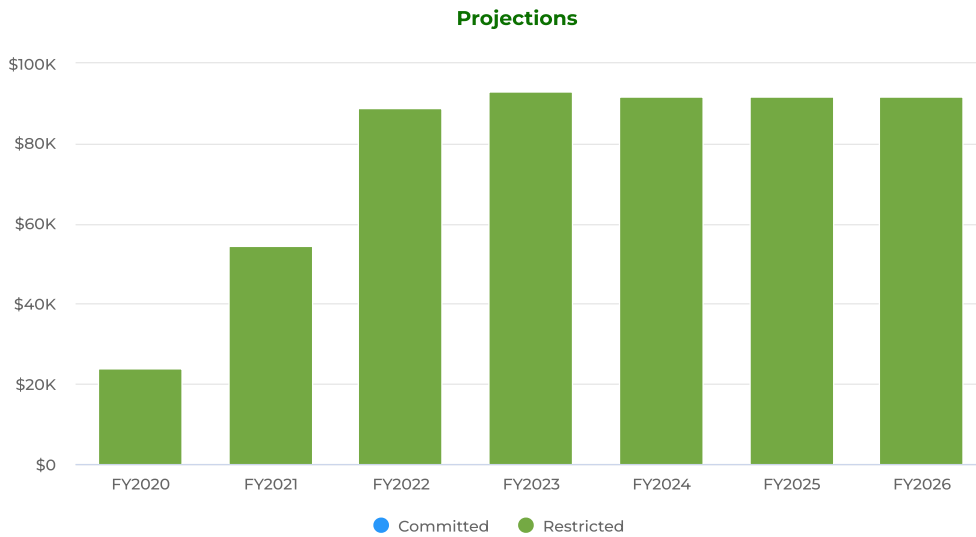


Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Senior Services						
Services & Pass-Thru						
PROFESSIONAL SERVICES	\$30,000	\$30,000	\$35,000	\$35,000	\$35,000	16.7%
Total Services & Pass-Thru:	\$30,000	\$30,000	\$35,000	\$35,000	\$35,000	16.7%
Total Senior Services:	\$30,000	\$30,000	\$35,000	\$35,000	\$35,000	16.7%
Total Expenditures:	\$30,000	\$30,000	\$35,000	\$35,000	\$35,000	16.7%

Fund Balance





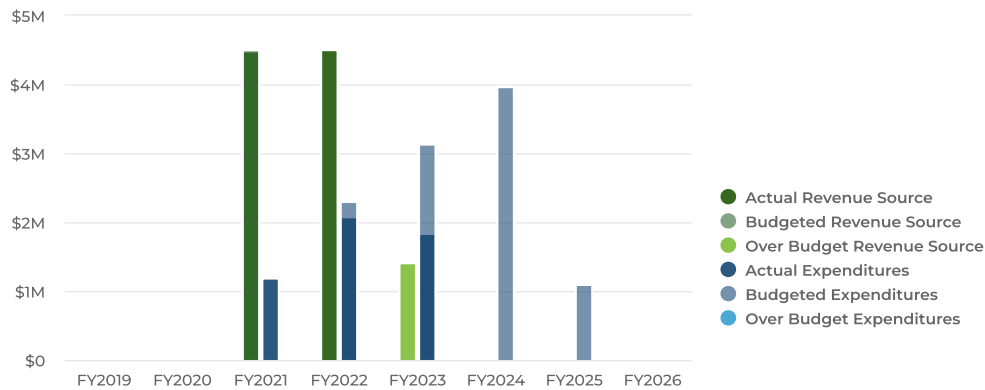
American Rescue Plan Act (ARPA)

The purpose of the American Rescue Plan Act Fund is to account for the receipt and expenditure of the amount awarded to the City of Des Moines from the United States Department of the Treasury.

Summary

With the federal government distributing funds from the American Rescue Plan Act (ARPA) grant in only 2021 and 2022, the City of Des Moines is projecting \$0 of revenue in FY2025, which represents a 100% decrease over the prior year and \$0 of revenue in FY2026, which represents a 0% increase over the prior year.

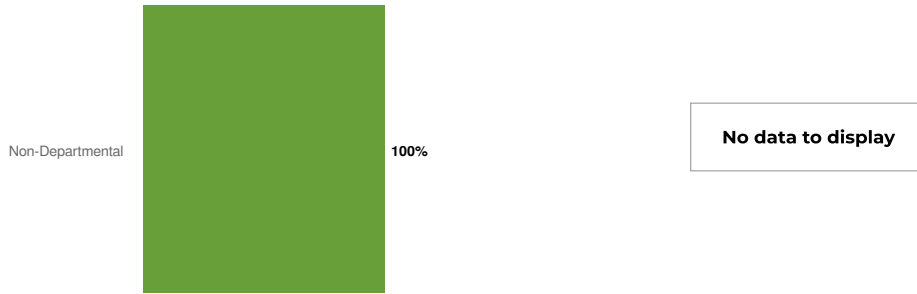
Budgeted expenditures are projected to decrease by 72.2% or \$2.87M to \$1.1M in FY2025 and 100% or \$1.1M in FY2026.



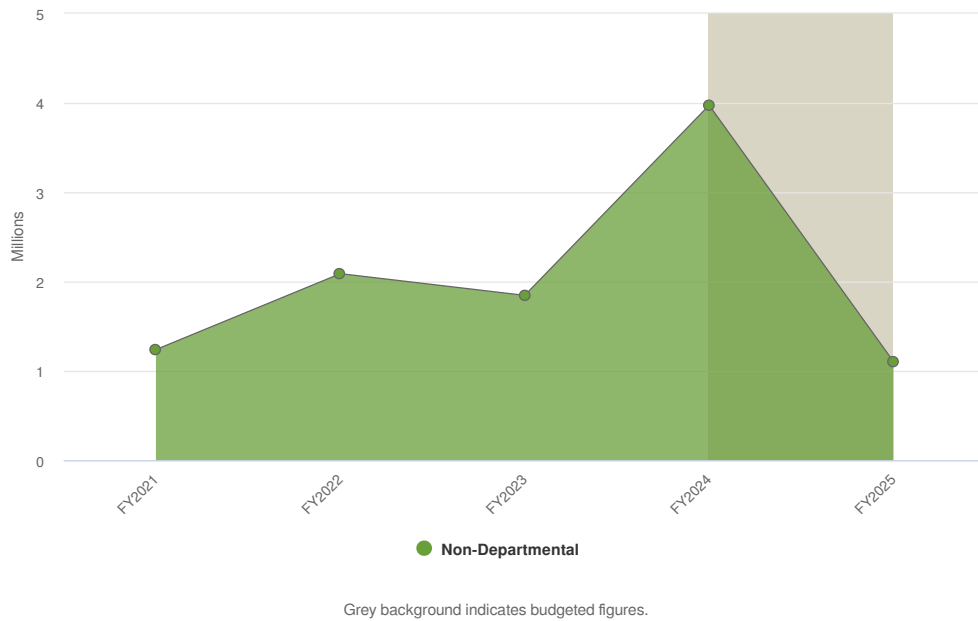
Expenditures by Function

Budgeted 2025 Expenditures by Function

Budgeted 2026 Expenditures by Function



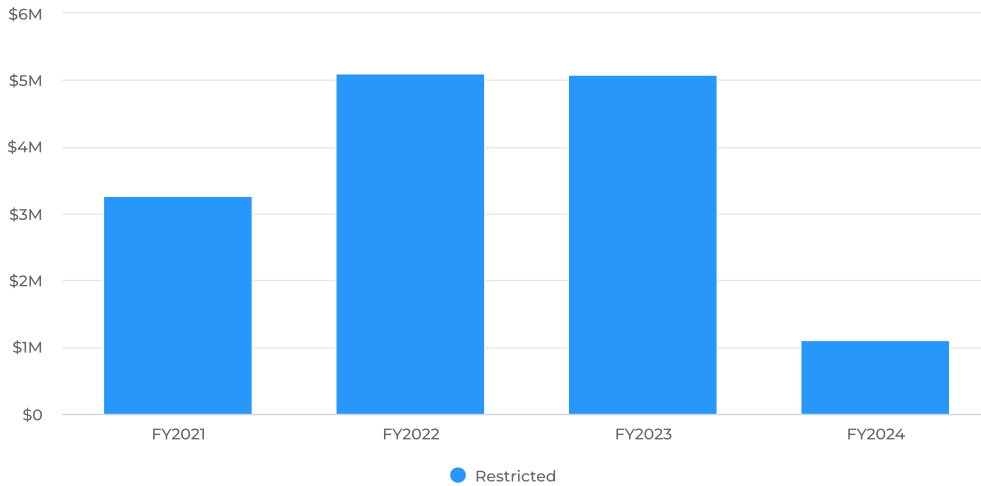
Budgeted and Historical Expenditures by Function



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Non-Departmental						
Undefined						
PROFESSIONAL SERVICES	\$10,118	\$0	\$0	\$0	\$0	0%
PROFESSIONAL SERVICES	\$21,497	\$0	\$0	\$0	\$0	0%
PROFESSIONAL SERVICES	\$25,000	\$0	\$0	\$0	\$0	0%
TRANSFERS OUT TO FUND 001	\$1,235,552	\$1,850,617	\$1,850,617	\$0	\$0	-100%
TRANSFERS OUT TO FUND 101	\$0	\$20,000	\$20,000	\$0	\$0	-100%
TRANSFERS OUT TO FUND 310	\$375,375	\$2,038,000	\$2,038,000	\$1,103,000	\$0	-45.9%
TRANSFERS OUT TO FUND 319	\$19,727	\$65,000	\$65,000	\$0	\$0	-100%
TRANSFERS OUT TO FUND 501	\$157,723	\$0	\$0	\$0	\$0	0%
Total Undefined:	\$1,844,992	\$3,973,617	\$3,973,617	\$1,103,000	\$0	-72.2%
Total Non-Departmental:	\$1,844,992	\$3,973,617	\$3,973,617	\$1,103,000	\$0	-72.2%
Total Expenditures:	\$1,844,992	\$3,973,617	\$3,973,617	\$1,103,000	\$0	-72.2%

Fund Balance

Projections





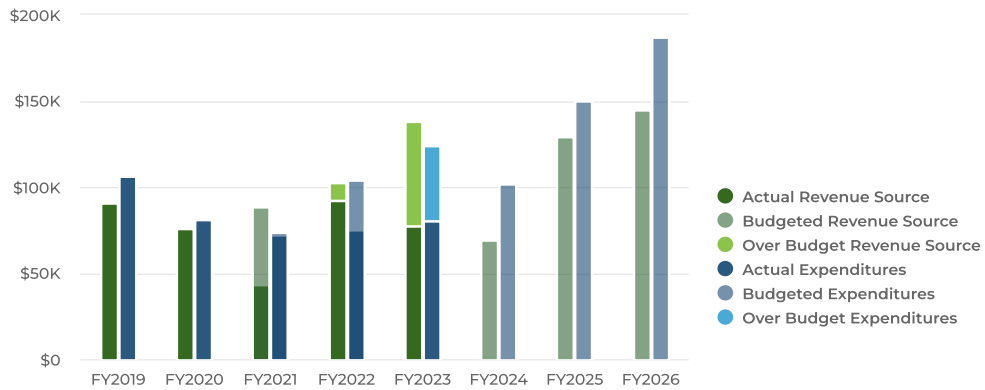
Redondo Zone Fund

The purpose of the Redondo Zone Fund is to account for parking fees and fines in the Redondo Zone to be used for operating and capital costs related to the zone.

Summary

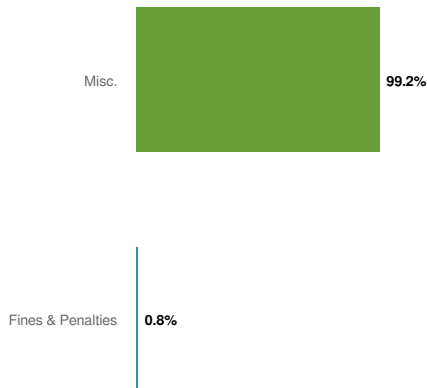
The City of Des Moines is projecting \$129.8K of revenue in FY2025, which represents a 86.8% increase over the prior year and \$145.13K of revenue in FY2026, which represents a 11.8% increase over the prior year.

Budgeted expenditures are projected to increase by 47.5% or \$48.48K to \$150.64K in FY2025 and 24.5% or \$36.87K in FY2026.

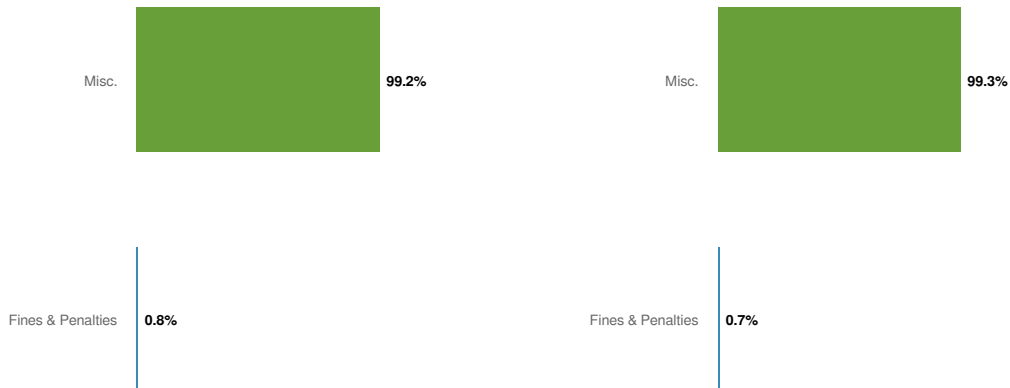


Revenues by Source

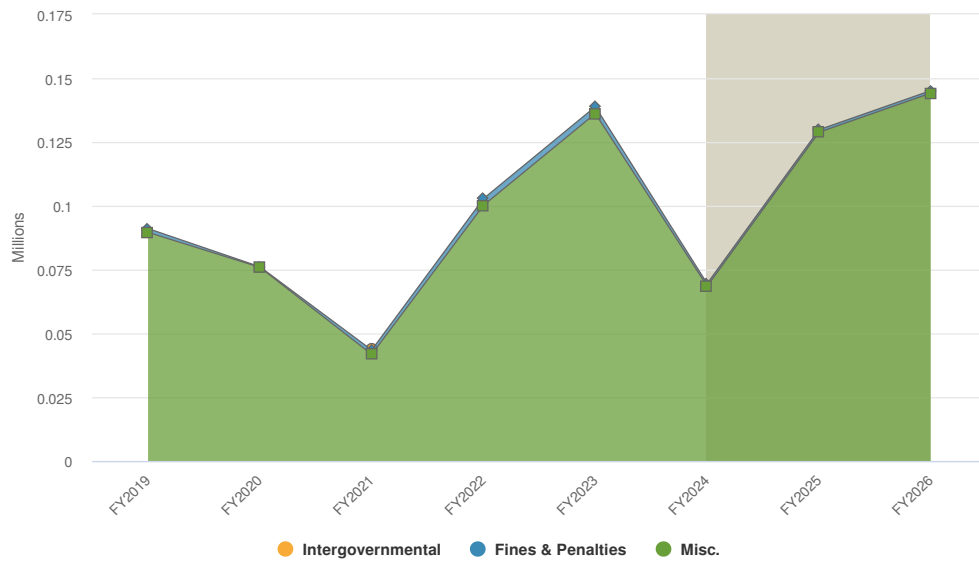
Projected 2025 Revenues by Source



Projected 2026 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



Grey background indicates budgeted figures.

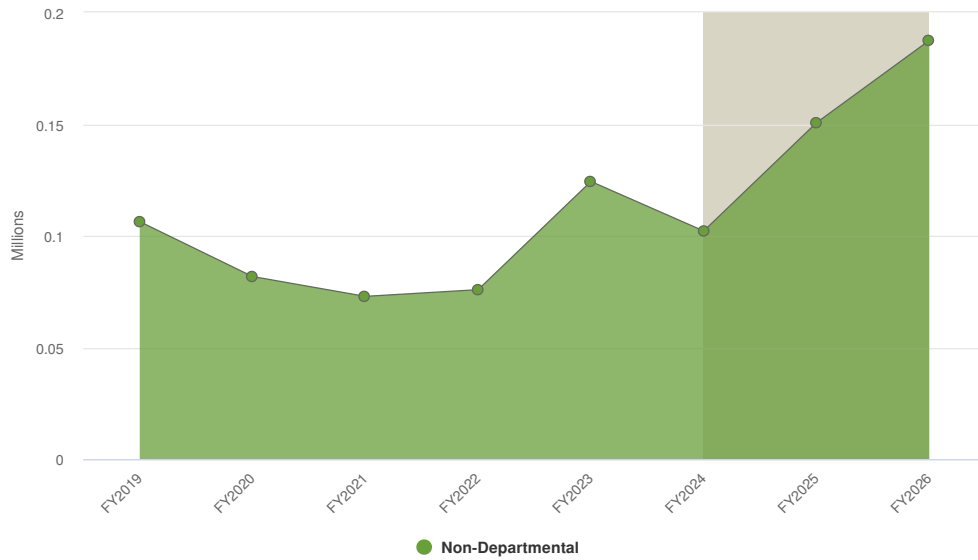


Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Fines & Penalties						
Unrestricted						
CIVIL PARKING INFRACTION PNLTY	\$2,710	\$1,000	\$1,000	\$1,000	\$1,000	0%
Total Unrestricted:	\$2,710	\$1,000	\$1,000	\$1,000	\$1,000	0%
Total Fines & Penalties:	\$2,710	\$1,000	\$1,000	\$1,000	\$1,000	0%
Misc.						
Unrestricted						
INTEREST REVENUE	\$103	\$500	\$500	\$500	\$500	0%
PARKING FEES	\$59,039	\$65,000	\$65,000	\$125,000	\$140,000	92.3%
CONCESSION SPACE RENTAL	\$1,994	\$3,000	\$3,000	\$3,300	\$3,630	10%
XFER IN FROM GENL FUND	\$75,000	\$0	\$50,000	\$0	\$0	0%
Total Unrestricted:	\$136,136	\$68,500	\$118,500	\$128,800	\$144,130	88%
Total Misc.:	\$136,136	\$68,500	\$118,500	\$128,800	\$144,130	88%
Total Revenue Source:	\$138,846	\$69,500	\$119,500	\$129,800	\$145,130	86.8%



Expenditures by Function

Budgeted and Historical Expenditures by Function

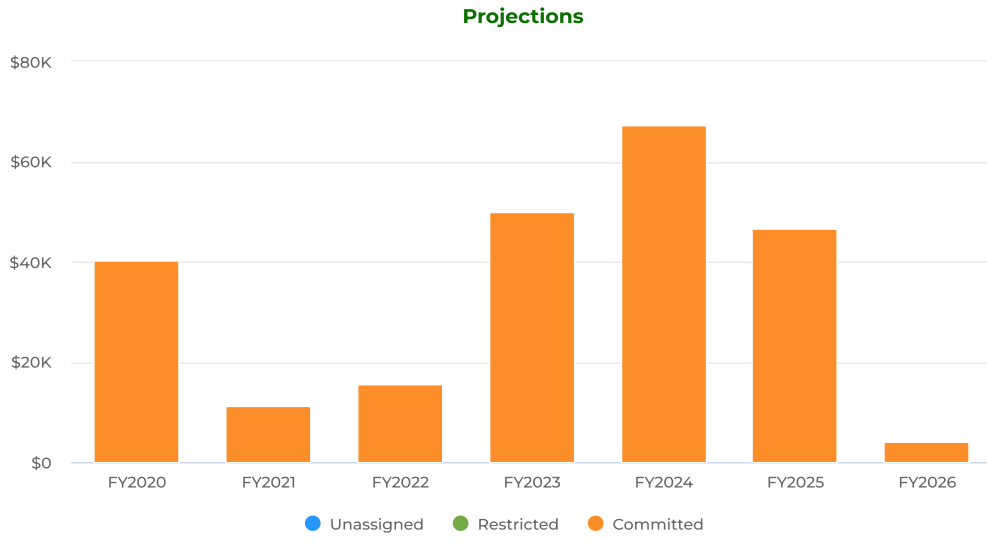


Grey background indicates budgeted figures.

Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Non-Departmental						
Undefined						
Salaries & Wages	\$21,965	\$20,000	\$20,000	\$21,000	\$21,630	5%
Personnel Benefits	\$7,813	\$9,000	\$9,000	\$18,400	\$18,952	104.4%
Supplies	\$9,096	\$9,000	\$9,000	\$10,000	\$9,923	11.1%
Services & Pass-Thru	\$85,447	\$64,151	\$64,151	\$91,235	\$97,005	42.2%
Transfers Out	\$0	\$0	\$0	\$10,000	\$40,000	N/A
Total Undefined:	\$124,321	\$102,151	\$102,151	\$150,635	\$187,510	47.5%
Total Non-Departmental:	\$124,321	\$102,151	\$102,151	\$150,635	\$187,510	47.5%
Total Expenditures:	\$124,321	\$102,151	\$102,151	\$150,635	\$187,510	47.5%



Fund Balance

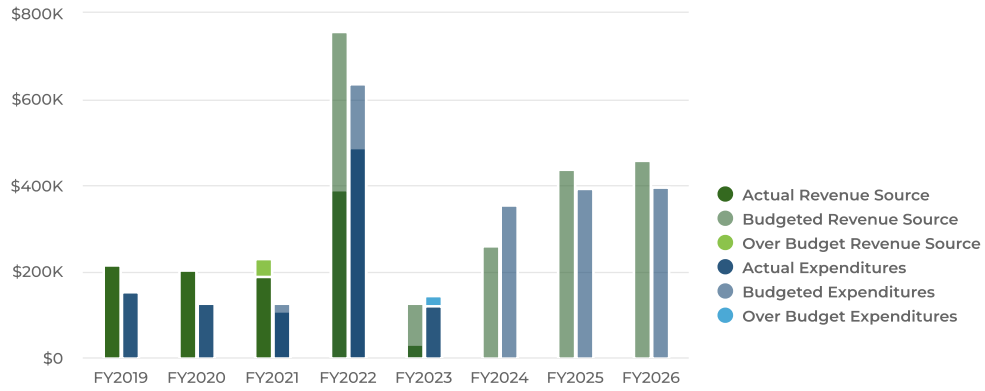




Waterfront Zone Fund

The purpose of the Waterfront Zone Fund is to account for parking fees and rental revenue in the Waterfront Zone to be used for operating and capital costs related to the zone.

Summary



Revenues by Source

Budgeted and Historical 2025 Revenues by Source

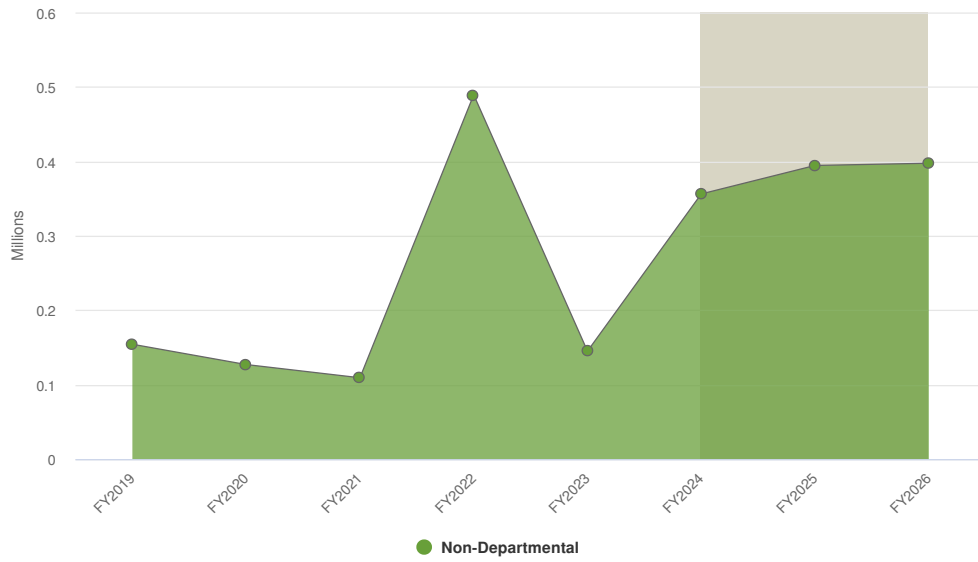


Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Charges for Goods & Services						
Unrestricted						
FERRY SERVICE CHARGES	\$23,070	\$0	\$0	\$0	\$0	0%
Total Unrestricted:	\$23,070	\$0	\$0	\$0	\$0	0%
Total Charges for Goods & Services:	\$23,070	\$0	\$0	\$0	\$0	0%
Fines & Penalties						
Unrestricted						
CIVIL PARKING INFRACTION PNLTY	\$150	\$2,750	\$2,750	\$0	\$0	-100%
Total Unrestricted:	\$150	\$2,750	\$2,750	\$0	\$0	-100%
Total Fines & Penalties:	\$150	\$2,750	\$2,750	\$0	\$0	-100%
Misc.						
Unrestricted						
INTEREST REVENUE	\$3,739	\$1,000	\$4,500	\$3,500	\$2,500	250%
PARKING FEES	\$127	\$250,000	\$250,000	\$400,000	\$420,000	60%
PARKING PASSES - Resident	\$237	\$0	\$0	\$15,000	\$15,450	N/A
PARKING PASSES- Nonresident	\$53	\$0	\$0	\$5,000	\$5,150	N/A
PARKING PASSES -Pier Fishing	\$6,117	\$0	\$0	\$5,000	\$5,150	N/A
PARKING PASSES- Commercial	\$1,798	\$0	\$0	\$0	\$0	0%
PARKING FEES SHORT TERM	\$84	\$0	\$0	\$750	\$0	N/A
LAND & FACILITY RENTALS (SHORT	-\$4,266	\$4,000	\$4,000	\$6,000	\$6,000	50%
CONCESSION SPACE RENTAL	\$221	\$3,000	\$3,000	\$3,300	\$3,960	10%
Total Unrestricted:	\$8,110	\$258,000	\$261,500	\$438,550	\$458,210	70%
Total Misc.:	\$8,110	\$258,000	\$261,500	\$438,550	\$458,210	70%
Total Revenue Source:	\$31,330	\$260,750	\$264,250	\$438,550	\$458,210	68.2%



Expenditures by Function

Budgeted and Historical Expenditures by Function

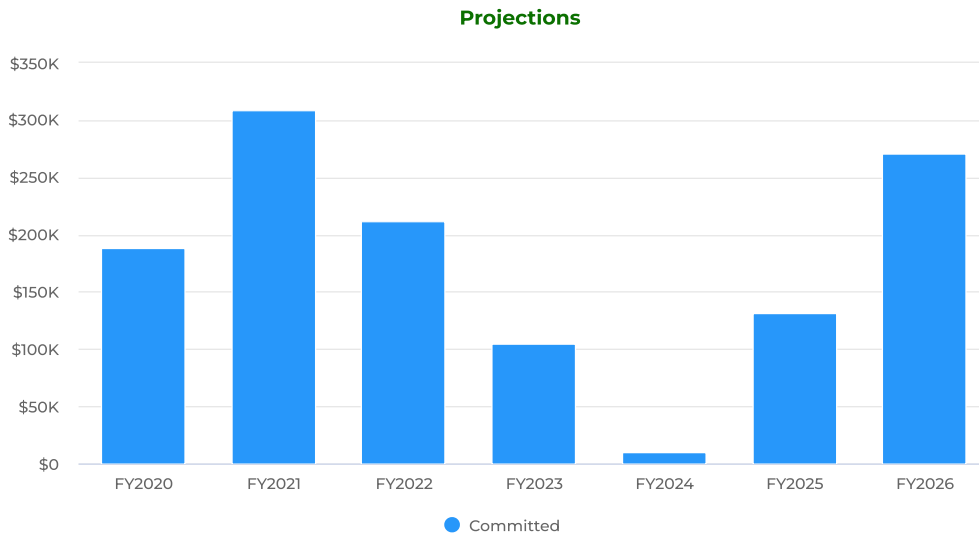


Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Non-Departmental						
Undefined						
Salaries & Wages	\$7,019	\$5,000	\$5,000	\$30,950	\$31,879	519%
Personnel Benefits	\$2,455	\$1,700	\$1,700	\$9,175	\$9,450	439.7%
Supplies	\$8,308	\$10,000	\$10,000	\$10,000	\$10,000	0%
Services & Pass-Thru	\$127,222	\$89,504	\$89,504	\$94,337	\$96,123	5.4%
Total Undefined:	\$145,004	\$106,204	\$106,204	\$144,462	\$147,452	36%
2023 LTGO Bonds						
Transfers Out	\$0	\$250,000	\$250,000	\$250,000	\$250,000	0%
Total 2023 LTGO Bonds:	\$0	\$250,000	\$250,000	\$250,000	\$250,000	0%
Total Non-Departmental:	\$145,004	\$356,204	\$356,204	\$394,462	\$397,452	10.7%
Total Expenditures:	\$145,004	\$356,204	\$356,204	\$394,462	\$397,452	10.7%

Fund Balance





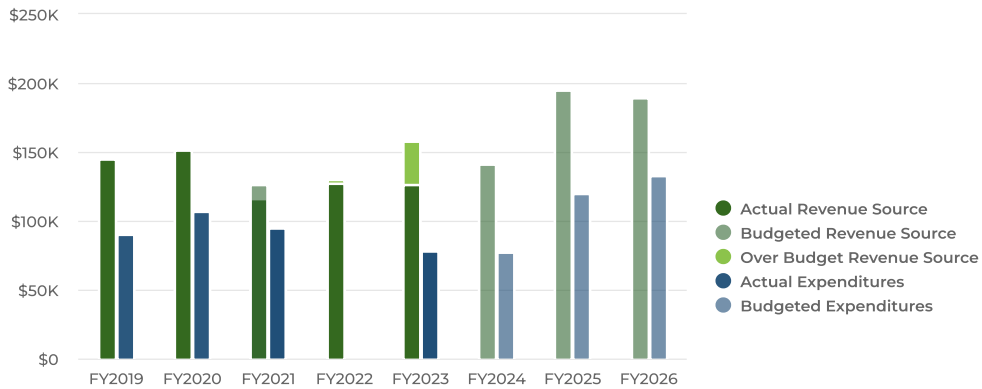
Planning, Building and Public Works Automation Fee Fund

The purpose of the PBPW Automation Fund is to account for Planning, Building and Public Works automation fees to be used for technology operating and capital costs.

Summary

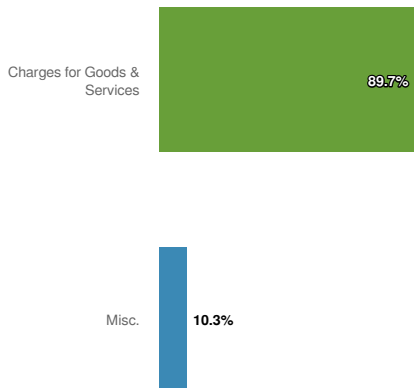
The City of Des Moines is projecting \$195K of revenue in FY2025, which represents a 37.8% increase over the prior year and \$190K of revenue in FY2026, which represents a 2.6% decrease over the prior year.

Budgeted expenditures are projected to increase by 54.5% or \$42.49K to \$120.41K in FY2025 and 10.9% or \$13.13K in FY2026.

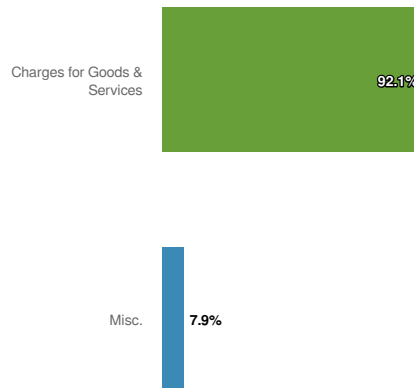


Revenues by Source

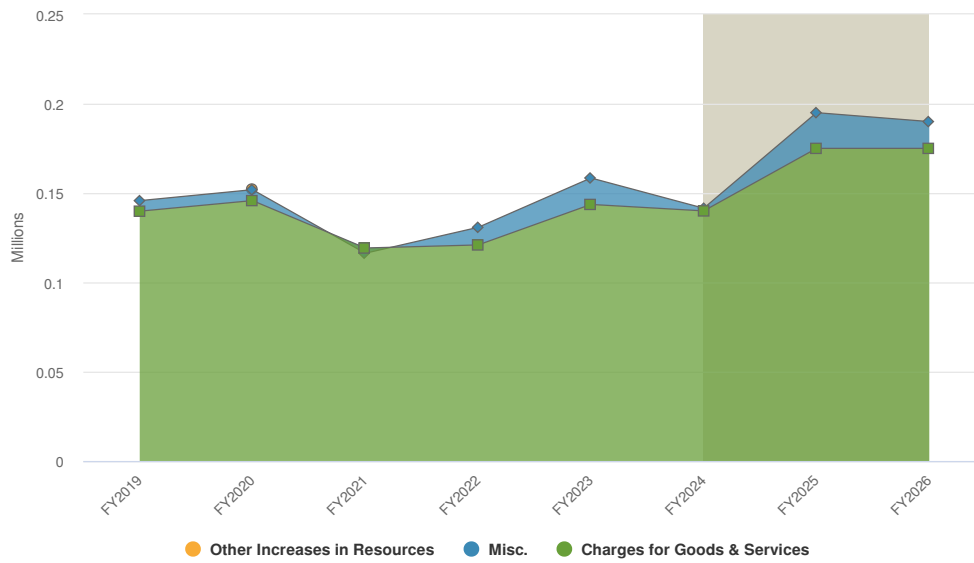
Projected 2025 Revenues by Source



Projected 2026 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



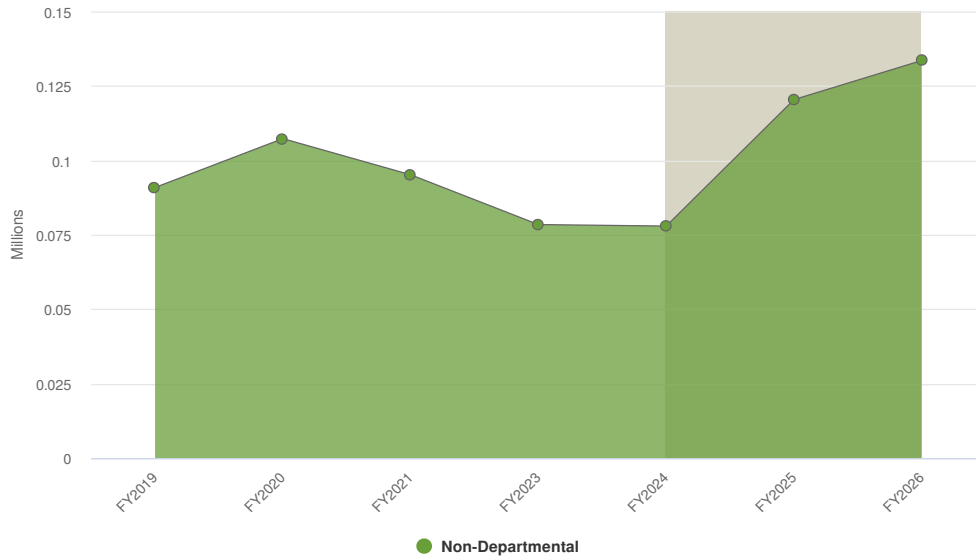
Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Charges for Goods & Services						
Unrestricted						
COM DEV AUTOMATION FEES	\$143,619	\$140,000	\$171,450	\$175,000	\$175,000	25%
Total Unrestricted:	\$143,619	\$140,000	\$171,450	\$175,000	\$175,000	25%
Total Charges for Goods & Services:	\$143,619	\$140,000	\$171,450	\$175,000	\$175,000	25%
Misc.						
Unrestricted						
INTEREST REVENUE	\$14,809	\$1,500	\$24,806	\$20,000	\$15,000	1,233.3%
Total Unrestricted:	\$14,809	\$1,500	\$24,806	\$20,000	\$15,000	1,233.3%
Total Misc.:	\$14,809	\$1,500	\$24,806	\$20,000	\$15,000	1,233.3%
Total Revenue Source:	\$158,428	\$141,500	\$196,256	\$195,000	\$190,000	37.8%

Expenditures by Function

Budgeted and Historical Expenditures by Function

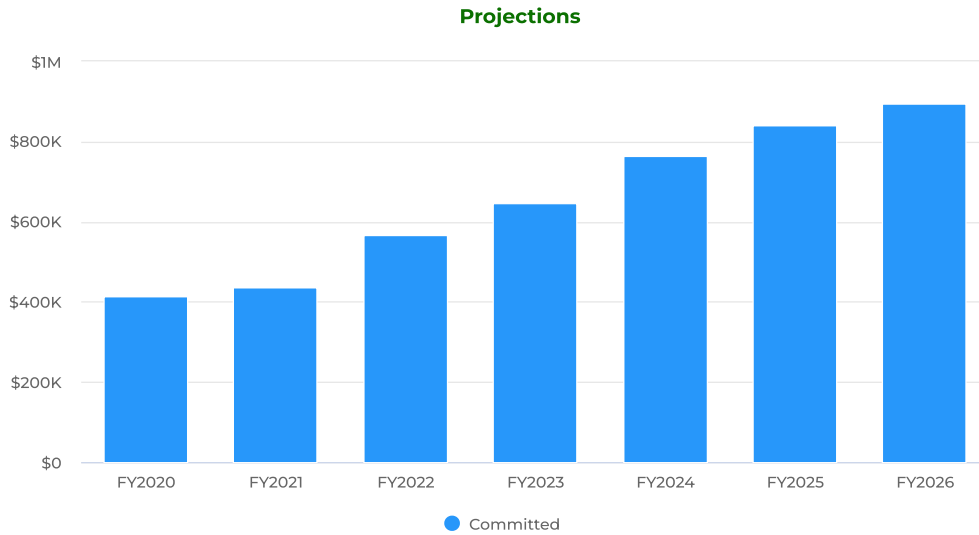


Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Non-Departmental						
Services & Pass-Thru						
GF INDIRECT COST ALLOCATION	\$4,066	\$3,993	\$3,993	\$0	\$0	-100%
COMPUTER INTERFUND MAINTENANCE	\$68,200	\$73,315	\$73,315	\$80,647	\$88,711	10%
I/F COMPUTER REPLACE	\$6,163	\$616	\$616	\$7,278	\$9,098	1,081.5%
Total Services & Pass-Thru:	\$78,429	\$77,924	\$77,924	\$87,925	\$97,809	12.8%
Transfers Out						
TRANSFERS OUT TO FUND 105	\$0	\$0	\$0	\$32,484	\$35,732	N/A
Total Transfers Out:	\$0	\$0	\$0	\$32,484	\$35,732	N/A
Total Non-Departmental:	\$78,429	\$77,924	\$77,924	\$120,409	\$133,541	54.5%
Total Expenditures:	\$78,429	\$77,924	\$77,924	\$120,409	\$133,541	54.5%

Fund Balance





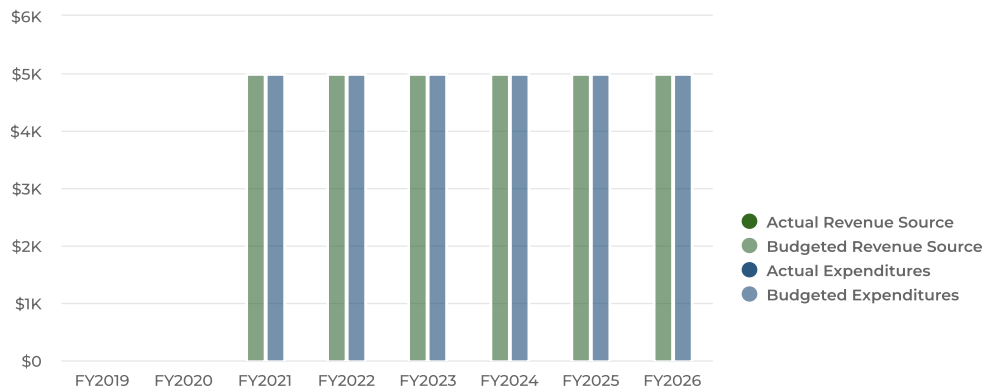
Urban Forestry Fund

The purpose of the Urban Forestry Fund is to account for the receipt of funds generated from the sale of trees other money received pursuant to DMMC 16.25.085, to be used for costs related to wooded areas within the City. There has been no actual activity for this fund; however, the City continues to budget this fund as it anticipates activity in the future.

Summary

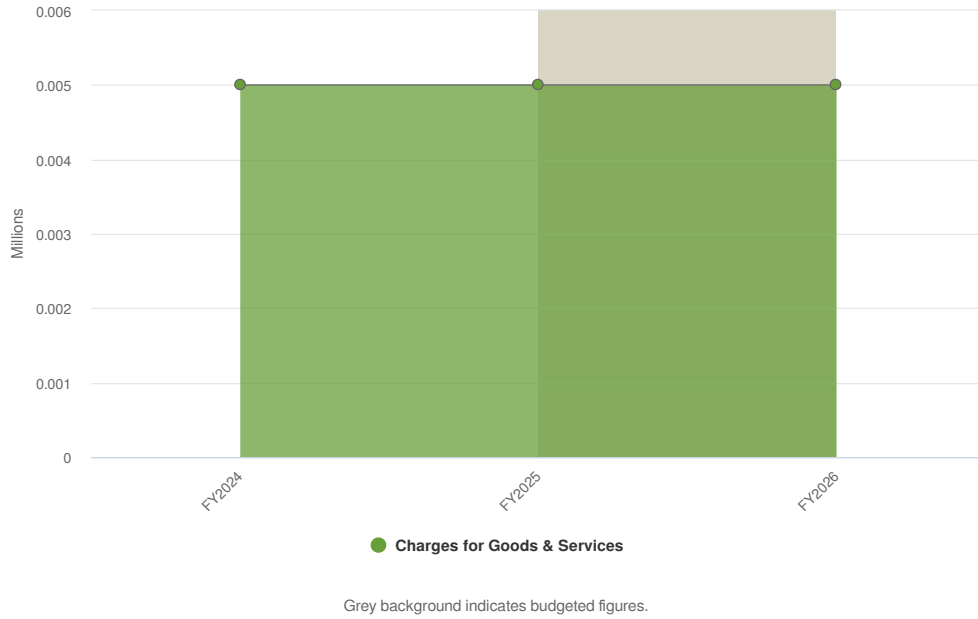
The City of Des Moines is projecting \$5K of revenue in FY2025, which represents a 0% increase over the prior year and \$5K of revenue in FY2026, which represents a 0% increase over the prior year.

Budgeted expenditures are projected to increase by 0% or \$0 to \$5K in FY2025 and 0% or \$0 in FY2026.



Revenues by Source

Budgeted and Historical 2025 Revenues by Source

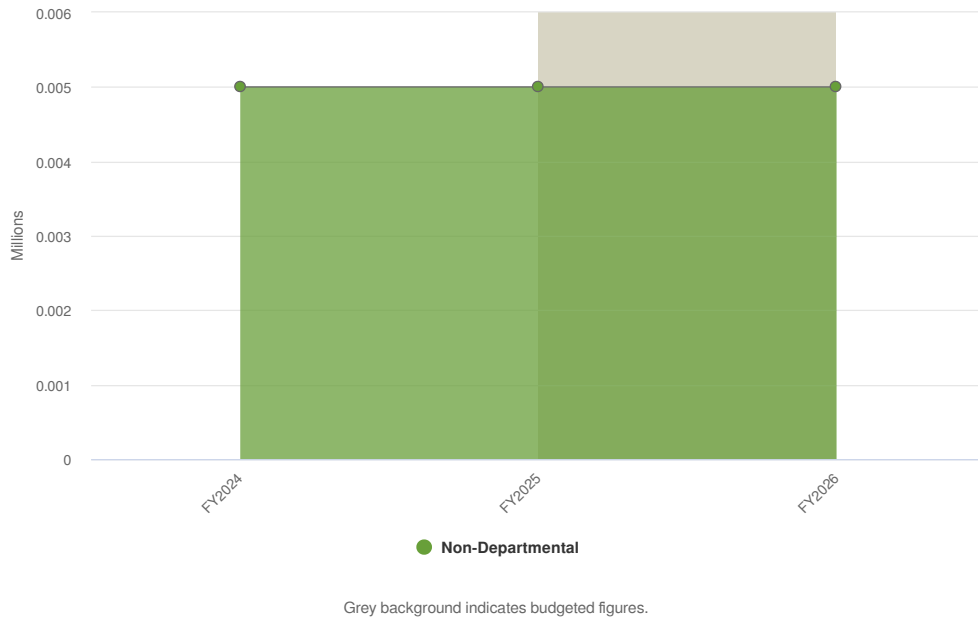


Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Charges for Goods & Services						
Unrestricted						
TREE PAYMENT IN LIEU	\$0	\$5,000	\$5,000	\$5,000	\$5,000	0%
Total Unrestricted:	\$0	\$5,000	\$5,000	\$5,000	\$5,000	0%
Total Charges for Goods & Services:	\$0	\$5,000	\$5,000	\$5,000	\$5,000	0%
Total Revenue Source:	\$0	\$5,000	\$5,000	\$5,000	\$5,000	0%



Expenditures by Function

Budgeted and Historical Expenditures by Function



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Non-Departmental						
Supplies						
SUPPLIES	\$0	\$5,000	\$5,000	\$5,000	\$5,000	0%
Total Supplies:	\$0	\$5,000	\$5,000	\$5,000	\$5,000	0%
Total Non-Departmental:	\$0	\$5,000	\$5,000	\$5,000	\$5,000	0%
Total Expenditures:	\$0	\$5,000	\$5,000	\$5,000	\$5,000	0%

Fund Balance

The Urban Forestry Fund does not typically see any transactions and does not maintain a current fund balance. This is the result of incentives provided for developers to address urban forestry issues as part of projects thus not involving the City or this fund.





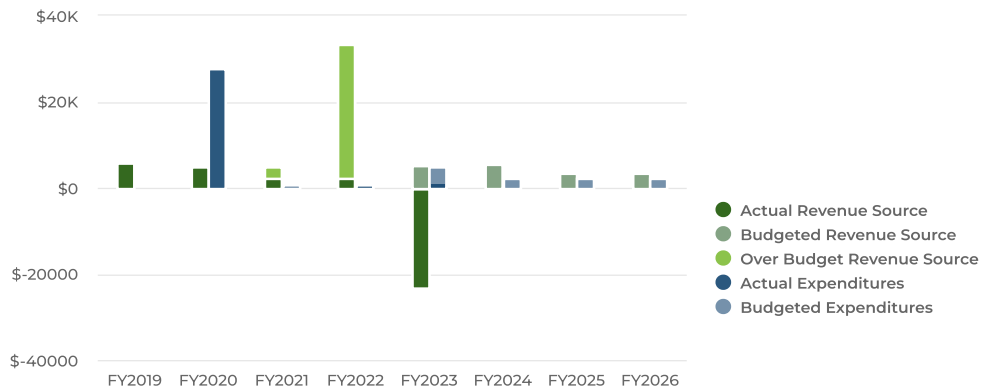
Abatement Fund

The purpose of the Abatement Fund is to provide for the receipt and expenditure of moneys to abate nuisances.

Summary

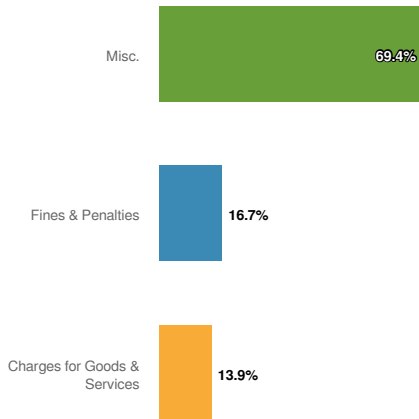
The City of Des Moines is projecting \$3.6K of revenue in FY2025, which represents a 34.5% decrease over the prior year and \$3.6K of revenue in FY2026, which represents a 0% increase over the prior year.

Budgeted expenditures are projected to increase by 0% or \$0 to \$2.5K in FY2025 and 0% or \$0 in FY2026.

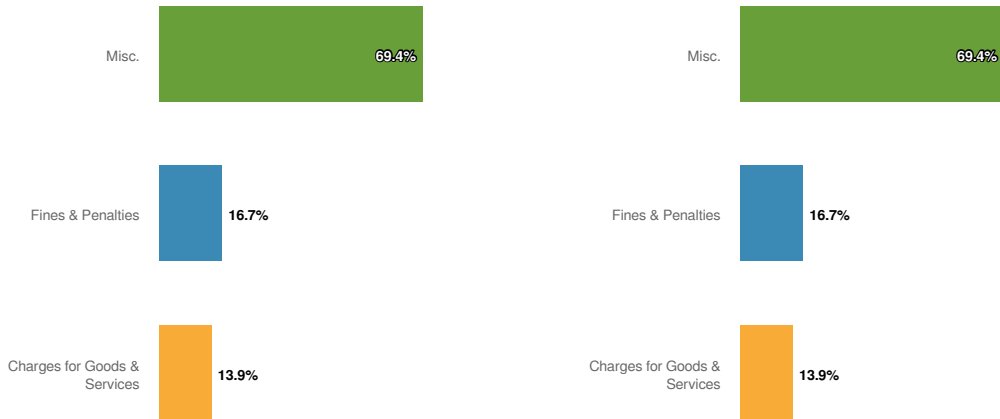


Revenues by Source

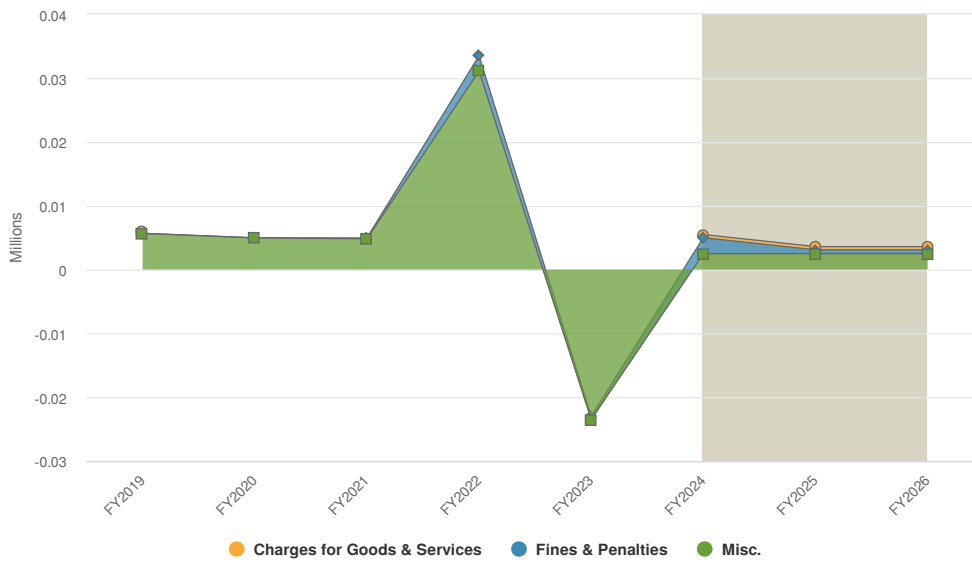
Projected 2025 Revenues by Source



Projected 2026 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



Grey background indicates budgeted figures.

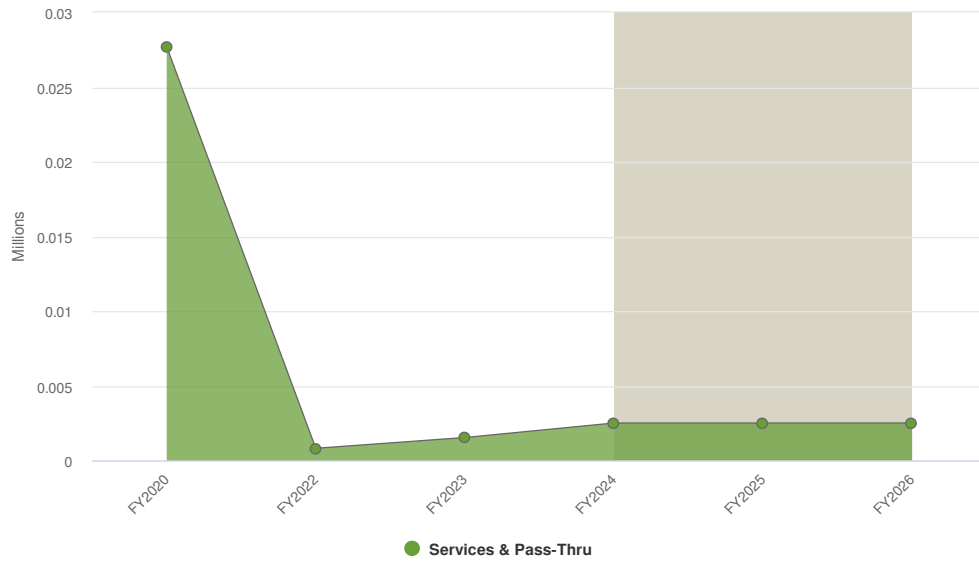


Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Charges for Goods & Services						
Unrestricted						
SENTENCE COMPLIANCE FEE	\$0	\$500	\$0	\$500	\$500	0%
Total Unrestricted:	\$0	\$500	\$0	\$500	\$500	0%
Total Charges for Goods & Services:	\$0	\$500	\$0	\$500	\$500	0%
Fines & Penalties						
Unrestricted						
OTHER INFRACTIONS - ABATEMENT	\$541	\$2,500	\$600	\$600	\$600	-76%
Total Unrestricted:	\$541	\$2,500	\$600	\$600	\$600	-76%
Total Fines & Penalties:	\$541	\$2,500	\$600	\$600	\$600	-76%
Misc.						
Unrestricted						
SETTLEMENT INTEREST EARNINGS	\$682	\$0	\$0	\$0	\$0	0%
JUDGMENTS AND SETTLEMENTS	\$2,118	\$2,500	\$5,000	\$2,500	\$2,500	0%
MISCELLANEOUS REVENUE	-\$26,324	\$0	\$0	\$0	\$0	0%
Total Unrestricted:	-\$23,524	\$2,500	\$5,000	\$2,500	\$2,500	0%
Total Misc.:	-\$23,524	\$2,500	\$5,000	\$2,500	\$2,500	0%
Total Revenue Source:	-\$22,983	\$5,500	\$5,600	\$3,600	\$3,600	-34.5%



Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type

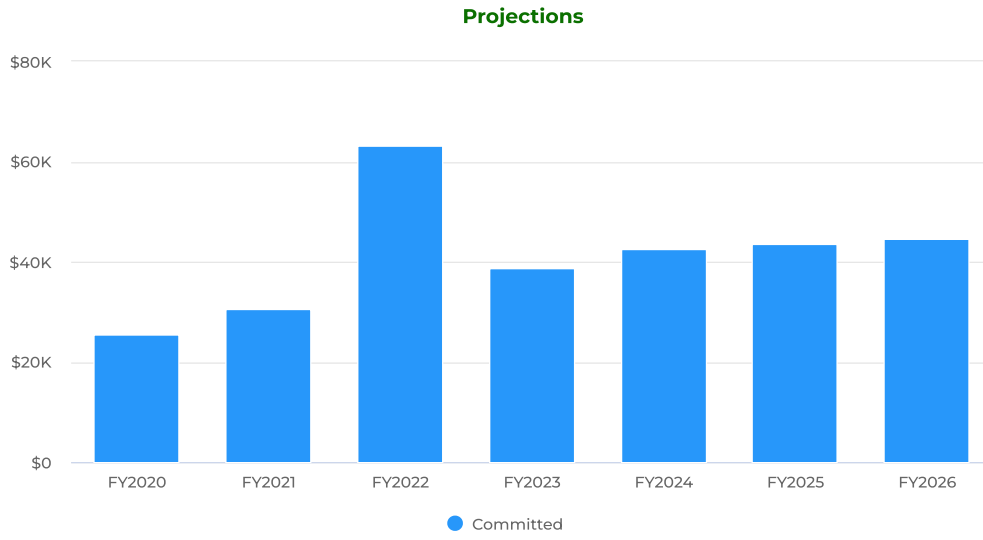


Grey background indicates budgeted figures.

Name	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects					
Services & Pass-Thru					
PROFESSIONAL SERVICES	\$2,500	\$1,800	\$2,500	\$2,500	0%
Total Services & Pass-Thru:	\$2,500	\$1,800	\$2,500	\$2,500	0%
Total Expense Objects:	\$2,500	\$1,800	\$2,500	\$2,500	0%



Fund Balance





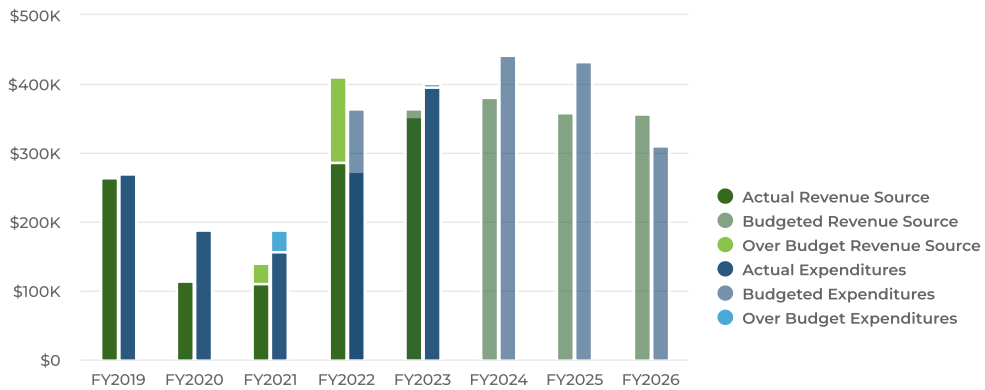
Automated Speed Enforcement (ASE) Fund

The purpose of the Automated Speed Enforcement (ASE) Fund is to account for the revenue from fines assessed under authority of chapter 10.36 DMMC which shall be used solely for traffic safety purposes or as otherwise provided by State law.

Summary

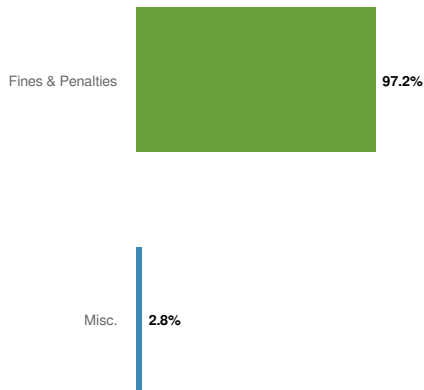
The City of Des Moines is projecting \$360K of revenue in FY2025, which represents a 5.6% decrease over the prior year and \$357.5K of revenue in FY2026, which represents a 0.7% decrease over the prior year.

Budgeted expenditures are projected to decrease by 2.0% or \$9.02K to \$432.98K in FY2025 and 28.0% or \$121.07K in FY2026.

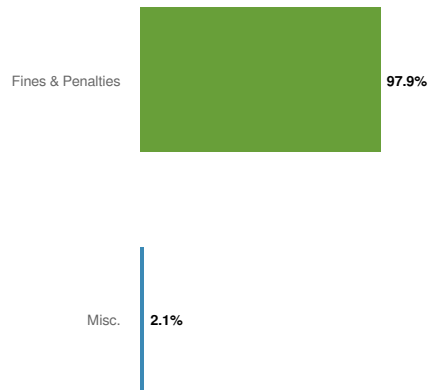


Revenues by Source

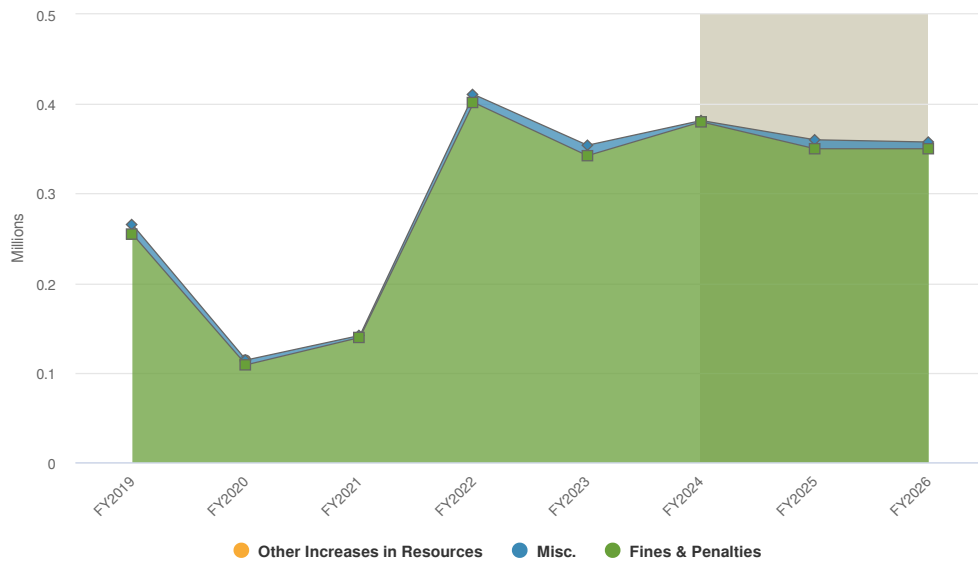
Projected 2025 Revenues by Source



Projected 2026 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



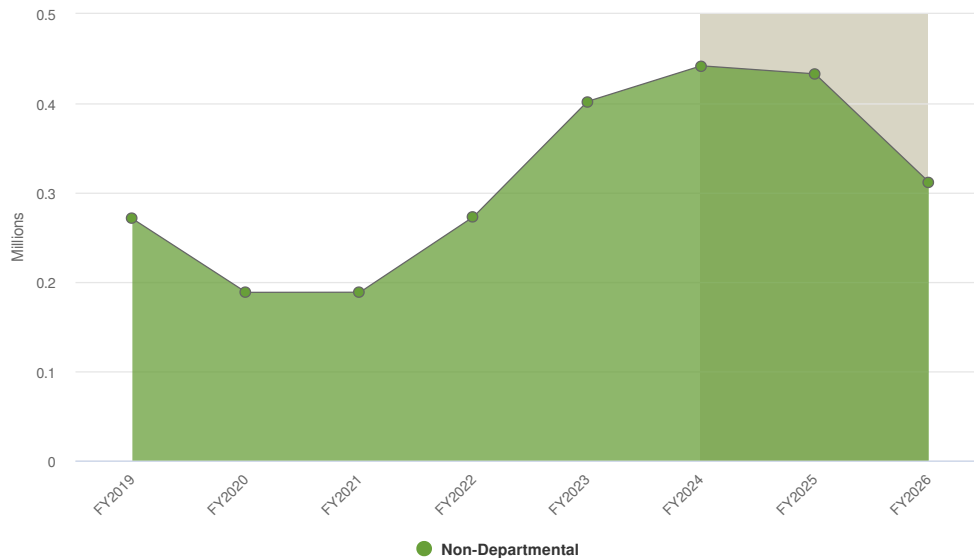
Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Fines & Penalties						
Unrestricted						
SCHOOL ZONE INFRACTIONS	\$342,267	\$380,000	\$350,000	\$350,000	\$350,000	-7.9%
Total Unrestricted:	\$342,267	\$380,000	\$350,000	\$350,000	\$350,000	-7.9%
Total Fines & Penalties:	\$342,267	\$380,000	\$350,000	\$350,000	\$350,000	-7.9%
Misc.						
Unrestricted						
INTEREST REVENUE	\$11,595	\$1,500	\$12,000	\$10,000	\$7,500	566.7%
MISCELLANEOUS REVENUE	\$41	\$0	\$0	\$0	\$0	0%
Total Unrestricted:	\$11,636	\$1,500	\$12,000	\$10,000	\$7,500	566.7%
Total Misc.:	\$11,636	\$1,500	\$12,000	\$10,000	\$7,500	566.7%
Total Revenue Source:	\$353,902	\$381,500	\$362,000	\$360,000	\$357,500	-5.6%

Expenditures by Function

Budgeted and Historical Expenditures by Function

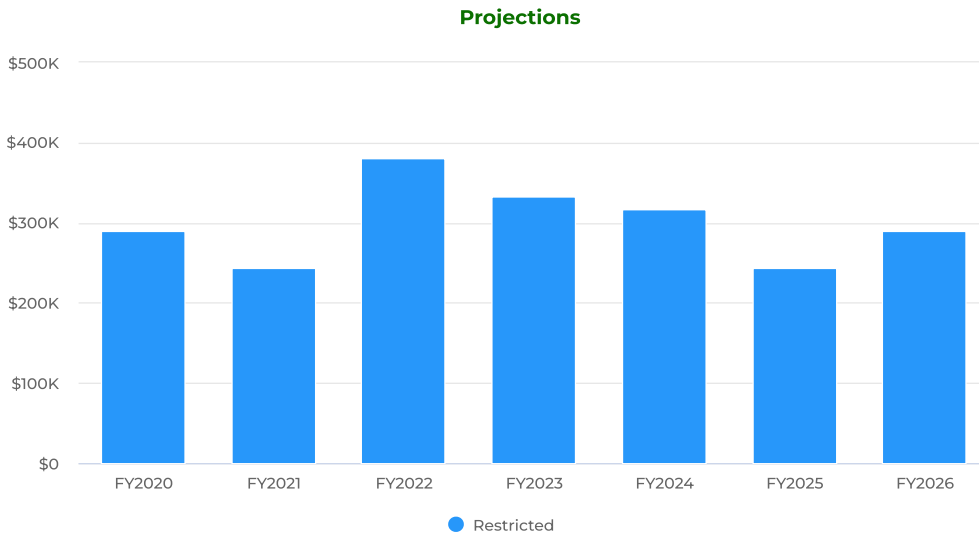


Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Salaries & Wages	\$10,339	\$0	\$21,782	\$22,610	\$23,288	N/A
Personnel Benefits	\$5,078	\$0	\$8,366	\$8,366	\$8,617	N/A
Services & Pass-Thru	\$267,157	\$360,000	\$265,728	\$280,000	\$280,000	-22.2%
Transfers Out	\$119,525	\$82,000	\$82,000	\$122,000	\$0	48.8%
Total:	\$402,099	\$442,000	\$377,876	\$432,976	\$311,905	-2%

Fund Balance



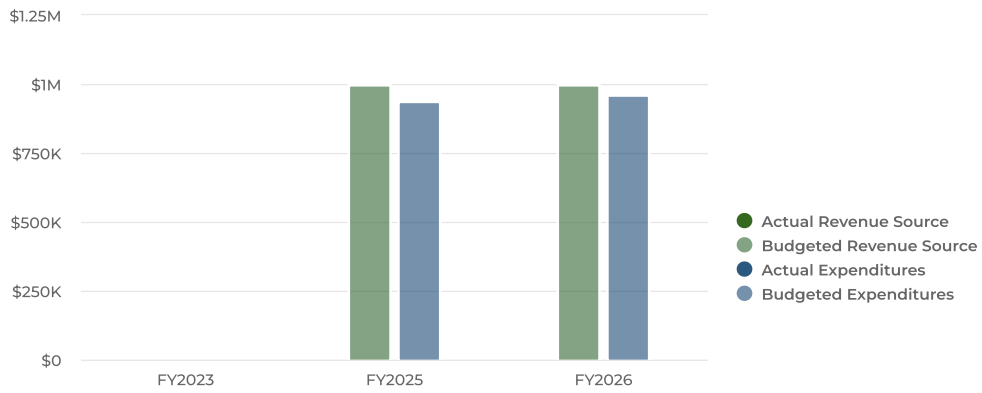


Redondo Speed Enforcement Fund

The purpose of the fund is to account for the funds related to public park speed enforcement cameras located outside a school zone in the Redondo Zone.

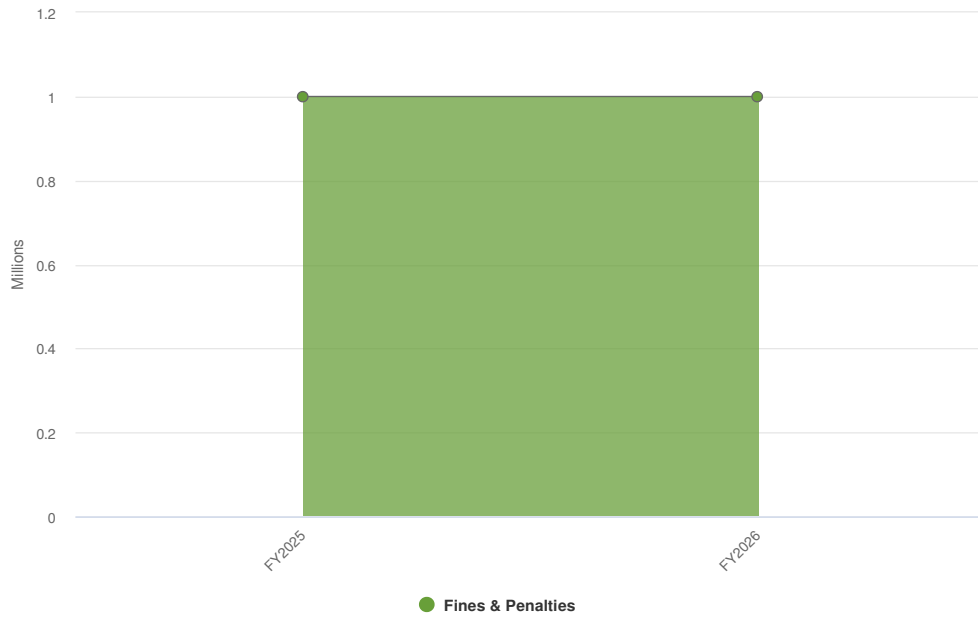
Revenue from fines assessed for park zone speed violations shall be used solely for the purposes of traffic safety activities related to construction and preservation projects and maintenance and operations purposes including, but not limited to, projects designed to implement the complete streets approach 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. As well as the cost to administer, install, operate, and maintain the automatic traffic safety cameras, including the cost of the infractions, within the Redondo Zone.

Summary



Revenues by Source

Budgeted and Historical 2025 Revenues by Source

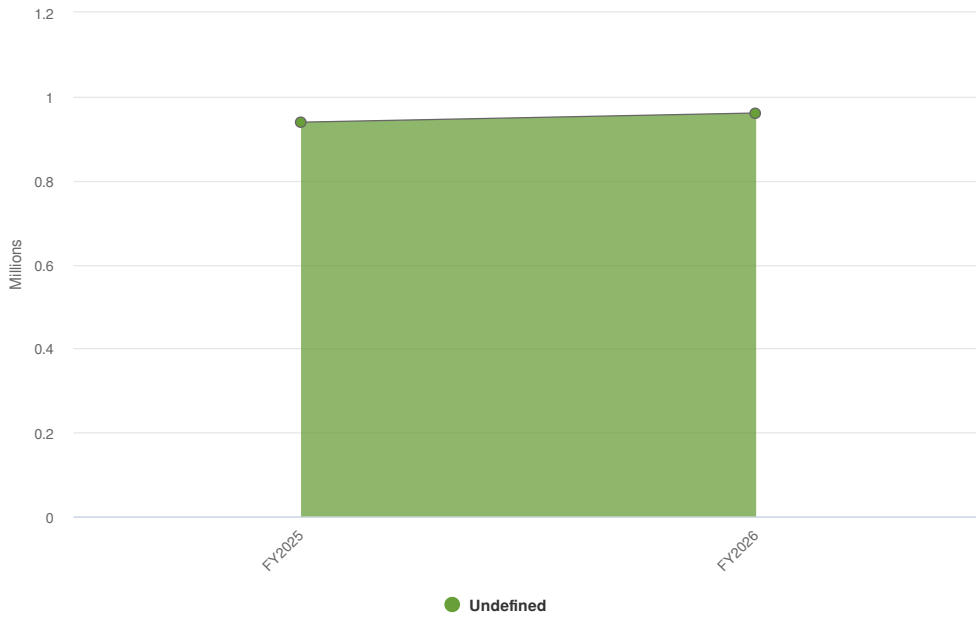


Name	FY2023 Actuals	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source					
Fines & Penalties	\$0	\$450,000	\$1,000,000	\$1,000,000	N/A
Total Revenue Source:	\$0	\$450,000	\$1,000,000	\$1,000,000	N/A



Expenditures by Function

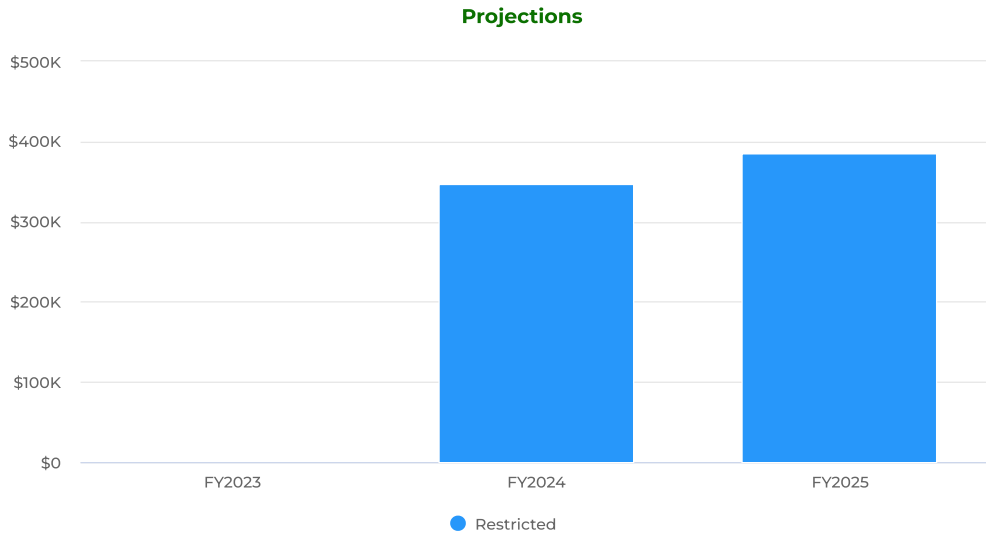
Budgeted and Historical Expenditures by Function



Name	FY2023 Actuals	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures					
Undefined					
Salaries & Wages	\$0	\$10,700	\$44,024	\$45,345	N/A
Personnel Benefits	\$0	\$13,780	\$16,800	\$17,304	N/A
Services & Pass-Thru	\$0	\$140,000	\$245,000	\$245,000	N/A
Transfers Out	\$0	\$0	\$633,000	\$653,000	N/A
Total Undefined:	\$0	\$164,480	\$938,824	\$960,649	N/A
Total Expenditures:	\$0	\$164,480	\$938,824	\$960,649	N/A



Fund Balance





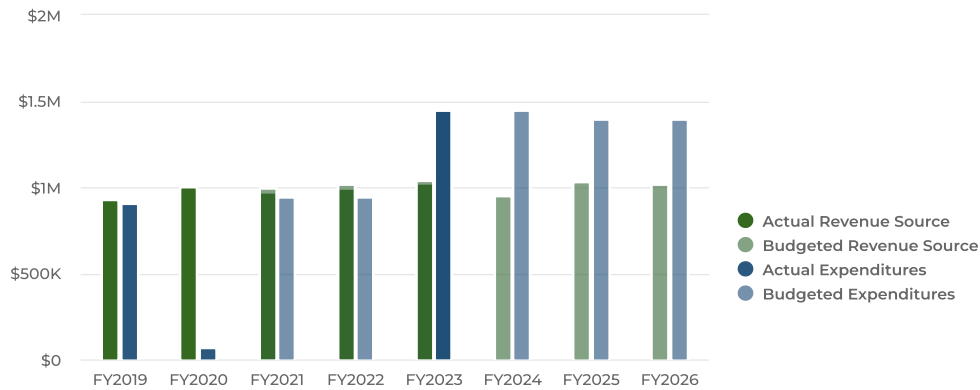
Transportation Benefit District (TBD) Fund

The purpose of the Transportation Benefit District (TBD) Fund is to account for the \$40.00 vehicle license fees currently imposed under the Transportation Benefit District. The vehicle license fees fund city arterial street maintenance and arterial street paving.

Summary

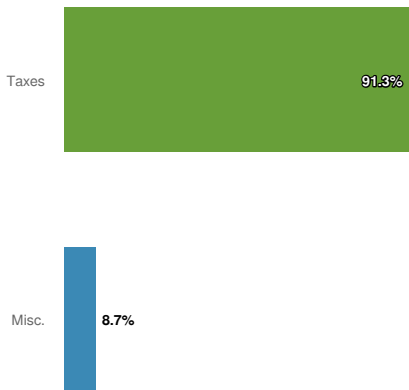
The City of Des Moines is projecting \$1.04M of revenue in FY2025, which represents a 8.4% increase over the prior year and \$1.02M of revenue in FY2026, which represents a 1.9% decrease over the prior year.

Budgeted expenditures are projected to decrease by 3.4% or \$50K to \$1.4M in FY2025 and 0% or \$0 in FY2026.

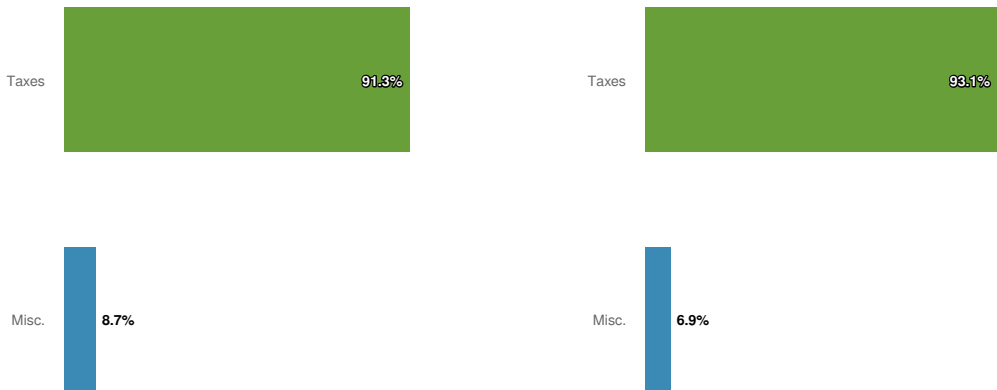


Revenues by Source

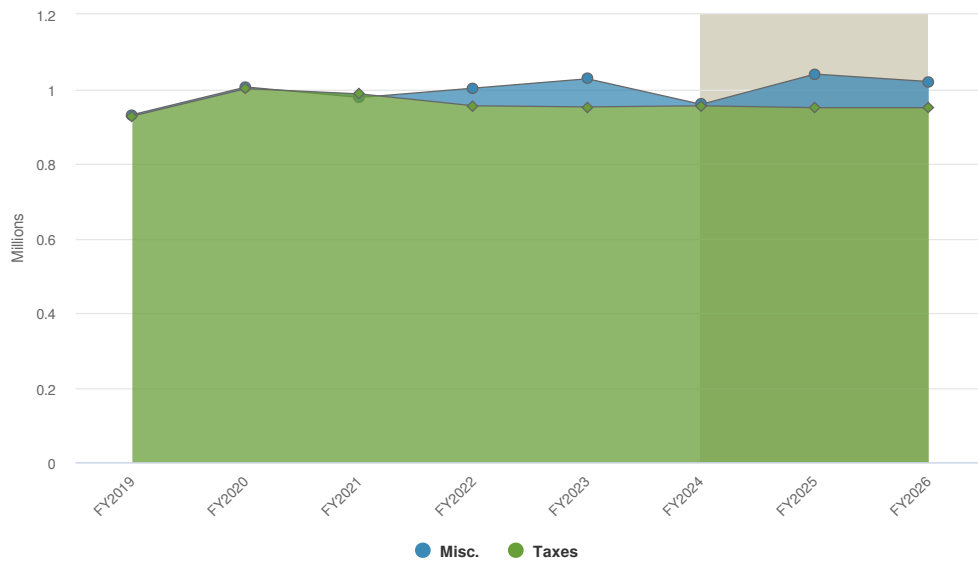
Projected 2025 Revenues by Source



Projected 2026 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



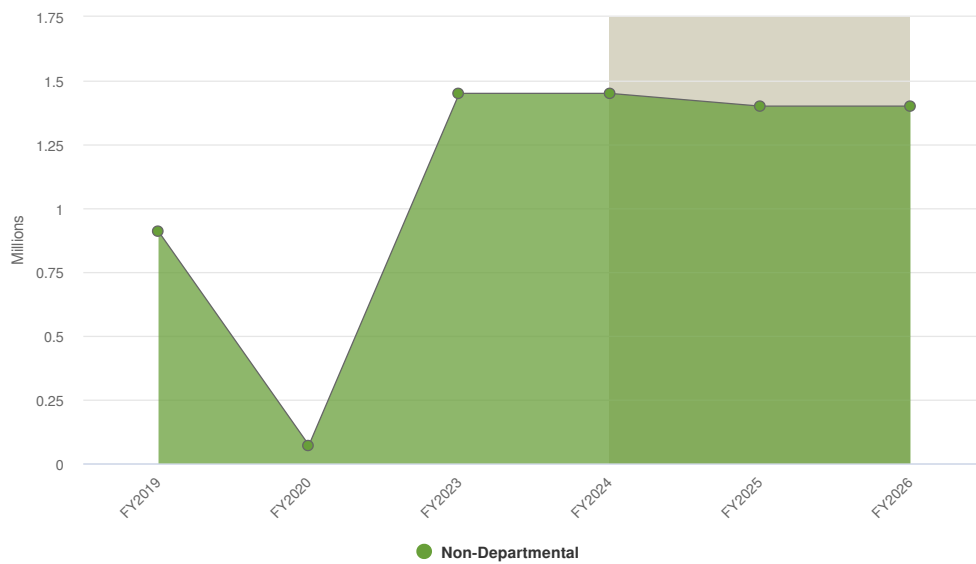
Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Taxes						
Leasehold	\$952,010	\$955,000	\$947,000	\$950,000	\$950,000	-0.5%
Total Taxes:	\$952,010	\$955,000	\$947,000	\$950,000	\$950,000	-0.5%
Misc.						
Interest and Other Earnings	\$75,406	\$4,000	\$105,000	\$90,000	\$70,000	2,150%
Total Misc.:	\$75,406	\$4,000	\$105,000	\$90,000	\$70,000	2,150%
Total Revenue Source:	\$1,027,415	\$959,000	\$1,052,000	\$1,040,000	\$1,020,000	8.4%

Expenditures by Function

Budgeted and Historical Expenditures by Function

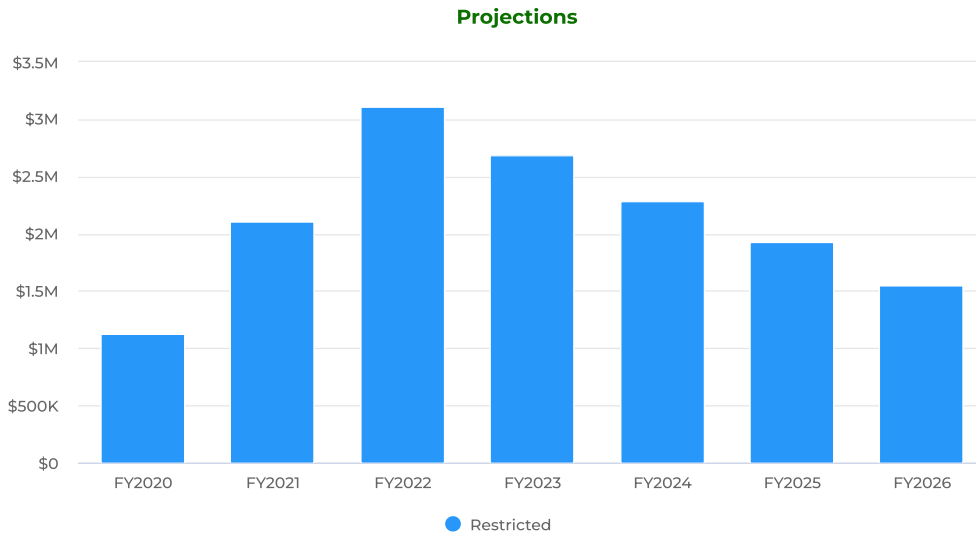


Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Non-Departmental						
Services & Pass-Thru						
INTERFUND MAINTENANCE SERVICES	\$450,000	\$450,000	\$450,000	\$900,000	\$900,000	100%
Total Services & Pass-Thru:	\$450,000	\$450,000	\$450,000	\$900,000	\$900,000	100%
Transfers Out						
TRANSFERS OUT TO FUND 101	\$0	\$500,000	\$500,000	\$0	\$0	-100%
XFER OUT TO 102	\$1,000,000	\$500,000	\$500,000	\$500,000	\$500,000	0%
Total Transfers Out:	\$1,000,000	\$1,000,000	\$1,000,000	\$500,000	\$500,000	-50%
Total Non-Departmental:	\$1,450,000	\$1,450,000	\$1,450,000	\$1,400,000	\$1,400,000	-3.4%
Total Expenditures:	\$1,450,000	\$1,450,000	\$1,450,000	\$1,400,000	\$1,400,000	-3.4%

Fund Balance





Debt Service Funds

Debt service funds are used to account for principal and interest payments. Debt is used by the City as a means of financing capital improvements. By extending the repayment of debt over the anticipated useful life of the improvement, the cost is more equitably spread among the citizens who benefit from the improvement.

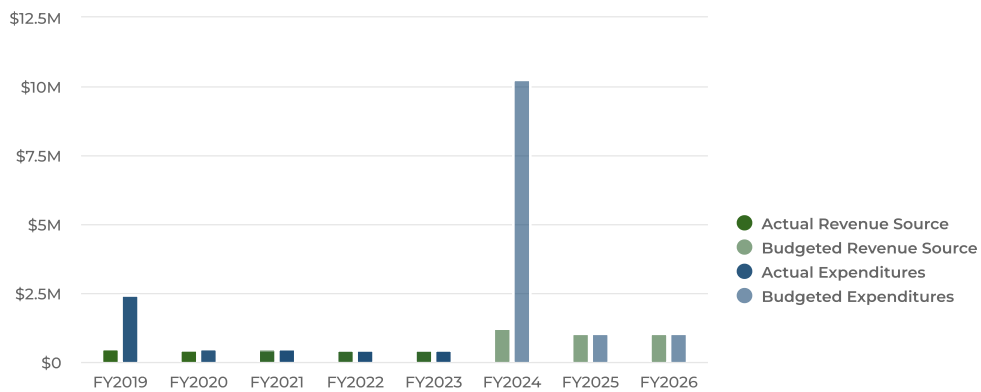
Bonds are sold, and the proceeds are used to pay for the construction of capital improvements. The bonds are repaid over a period of time from taxes, fees, or other revenue sources identified for that purpose.

The City of Des Moines has issued three types of debt for general government purposes.

- Limited Tax General Obligation (LTGO) Bonds (also called Councilmatic Bonds) can be issued with approval of City Council. The debt is repaid from existing general revenues of the City.
- Intergovernmental Bonds, which are backed by the full faith and credit of the City of Des Moines. In 2019, the City went from a host City for the SCORE jail to an owner City. As a host City, the City's allocable share of SCORE debt was reflected as an intergovernmental loan. With this change to an owner City, the City's allocable share of the SCORE debt is reflected as intergovernmental bonds.
- Governmental Loans, which the City of Des Moines has two Public Works Trust Fund loans.

When debt is issued, a thorough review of the City's financial condition is completed by bond rating agencies. Based on their findings, the bonds are given a rating. The City's bond rating is a reflection of creditworthiness and affects the cost to the City of issuing debt. The City of Des Moines holds an AA+ bond rating awarded to the City on September 21, 2023, from Standard and Poor's (S&P) Global Ratings.

Summary



Debt Service Funds Comprehensive Summary

Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted
Beginning Fund Balance:	\$122,730	\$122,540	\$122,540	\$122,540	\$122,540
Revenues					
Misc.					
XFER IN FROM REET 2	\$233,492	\$234,576	\$234,576	\$210,195	\$209,433
XFER IN FROM WATERFRONT ZONE	\$0	\$250,000	\$250,000	\$250,000	\$250,000
XFER IN FROM REET 1	\$0	\$200,000	\$200,000	\$155,843	\$155,843
XFER IN FROM REET 2	\$0	\$300,000	\$300,000	\$155,844	\$155,842
XFER IN FROM ONE TIME TAX	\$0	\$50,000	\$50,000	\$50,000	\$50,000
XFER IN FROM GENL FUND	\$226,400	\$0	\$0	\$0	\$0
XFER IN FROM REET 1	\$0	\$0	\$0	\$138,136	\$112,197
XFER IN FROM REET 2	\$0	\$0	\$0	\$88,465	\$114,204
XFER IN FROM GENERAL FUND	\$0	\$226,600	\$226,600	\$0	\$0
Total Misc.:	\$459,892	\$1,261,176	\$1,261,176	\$1,048,483	\$1,047,519
Total Revenues:	\$459,892	\$1,261,176	\$1,261,176	\$1,048,483	\$1,047,519
Expenditures					
Debt - Principal					
PRINCIPAL 08 GO TRANSPORT	\$0	\$146,436	\$146,436	\$0	\$0
PRINCIPAL 18 GO REF BONDS - TR	\$139,594	\$0	\$0	\$151,911	\$157,385
PRINCIPAL PWTF PAC HIGHWAY	\$31,863	\$23,619	\$23,619	\$0	\$0
PRINCIPAL PWTF GATEWAY	\$23,618	\$31,863	\$31,863	\$31,863	\$31,863
LTGO BONDS	\$120,000	\$125,000	\$125,000	\$130,000	\$135,000
Total Debt - Principal:	\$315,075	\$326,918	\$326,918	\$313,774	\$324,248
Debt - Interest					
INTEREST PWTF GATEWAY	\$956	\$119	\$119	\$637	\$478
INTEREST PWTF PAC HIGHWAY	\$236	\$797	\$797	\$0	\$0
INTEREST 18 GO REF BONDS - TRA	\$37,226	\$31,642	\$31,642	\$25,784	\$19,707
OTHER DEBT SERVICE COSTS	\$60	\$100	\$100	\$0	\$0
INTEREST & OTHER DEBT SVC COST	\$0	\$800,000	\$800,000	\$611,685	\$611,685
INTEREST & OTHER DEBT SVC COST	\$106,530	\$101,600	\$101,600	\$96,600	\$91,400
Total Debt - Interest:	\$145,007	\$934,258	\$934,258	\$734,706	\$723,270
Transfers Out					
TRANSFERS OUT TO FUND 310	\$0	\$9,008,000	\$0	\$0	\$0
Total Transfers Out:	\$0	\$9,008,000	\$0	\$0	\$0
Total Expenditures:	\$460,082	\$10,269,176	\$1,261,176	\$1,048,480	\$1,047,518
Total Revenues Less Expenditures:	-\$190	-\$9,008,000	\$0	\$3	\$1
Ending Fund Balance:	\$122,540	-\$8,885,460	\$122,540	\$122,543	\$122,541





Capital Projects Funds

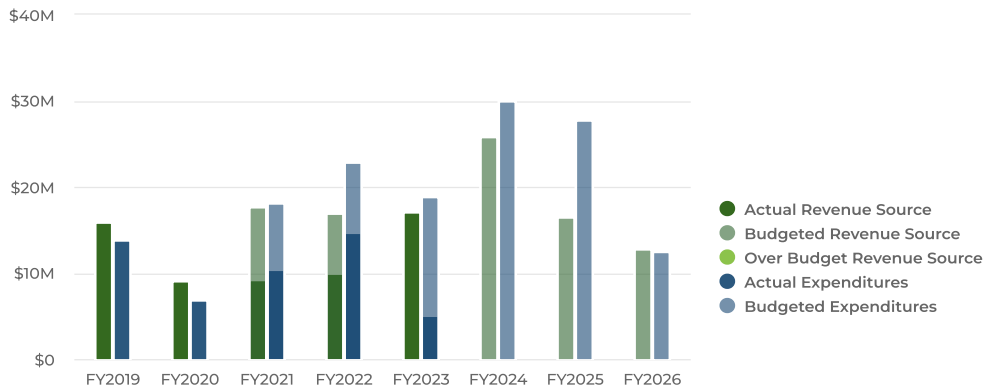
On September 26, 2024, the City of Des Moines City Council adopted the 2025-2030 Capital Improvements Plan (CIP), a multi-year plan of capital projects with estimated costs, and proposed methods of financing. The CIP is reviewed and updated annually per the availability of resources, changes in City policy and community needs, unexpected emergencies and events, and changes in costs and financial strategies.

A CIP is a planning document and project expenditures and revenues are not authorized until they have been adopted through the annual budget process.

Summary

The City of Des Moines is projecting \$16.55M of revenue in FY2025, which represents a 36.1% decrease over the prior year and \$12.85M of revenue in FY2026, which represents a 22.4% decrease over the prior year.

Budgeted expenditures are projected to decrease by 7.4% or \$2.22M to \$27.79M in FY2025 and 54.6% or \$15.17M in FY2026.





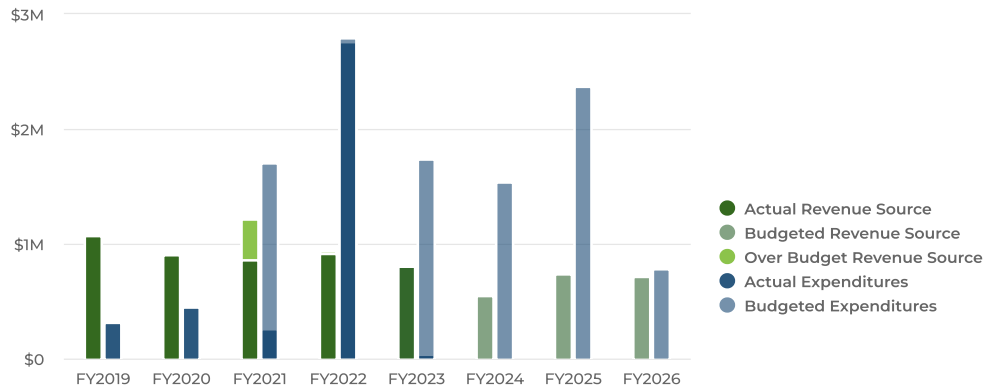
Real Estate Excise Tax (REET) 1st Quarter Fund

The REET 1 (Real Estate Excise Tax) Fund accounts for the "first quarter percent" revenues received from the tax imposed on real estate sales transactions within the City. These funds are primarily transferred to capital project funds based on the adopted six-year Capital Improvements Plan (CIP). REET 1 is a highly volatile revenue source that is tied to the health of the real estate market. Large and unpredictable commercial real estate transactions can lead to wide fluctuations in annual REET 1 revenue collections. The City also receives some interest revenue from investing REET 1 revenue until it is ready for use.

Summary

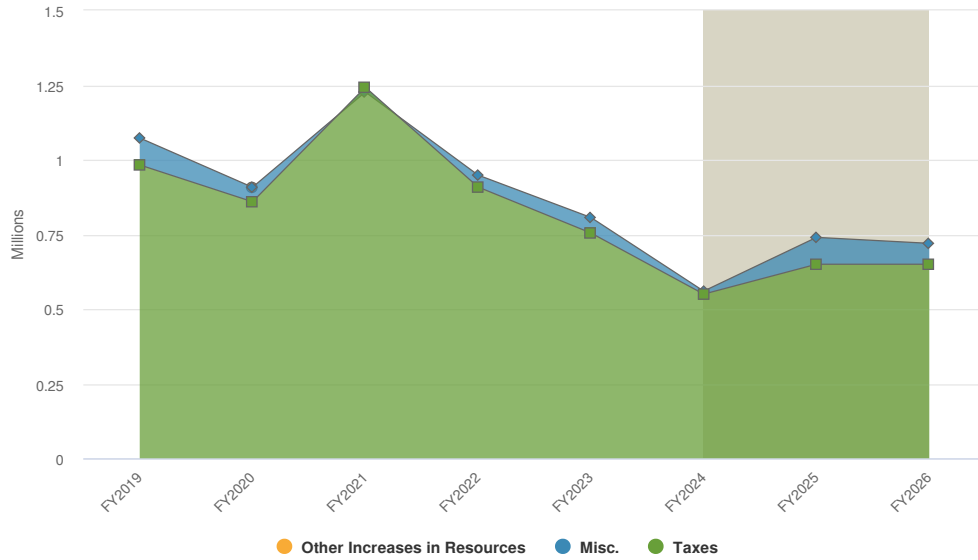
The City of Des Moines is projecting \$740K of revenue in FY2025, which represents a 32.1% increase over the prior year and \$720K of revenue in FY2026, which represents a 2.7% decrease over the prior year.

Budgeted expenditures are projected to increase by 54.1% or \$835.98K to \$2.38M in FY2025 and 66.7% or \$1.59M in FY2026.



Revenues by Source

Budgeted and Historical 2025 Revenues by Source



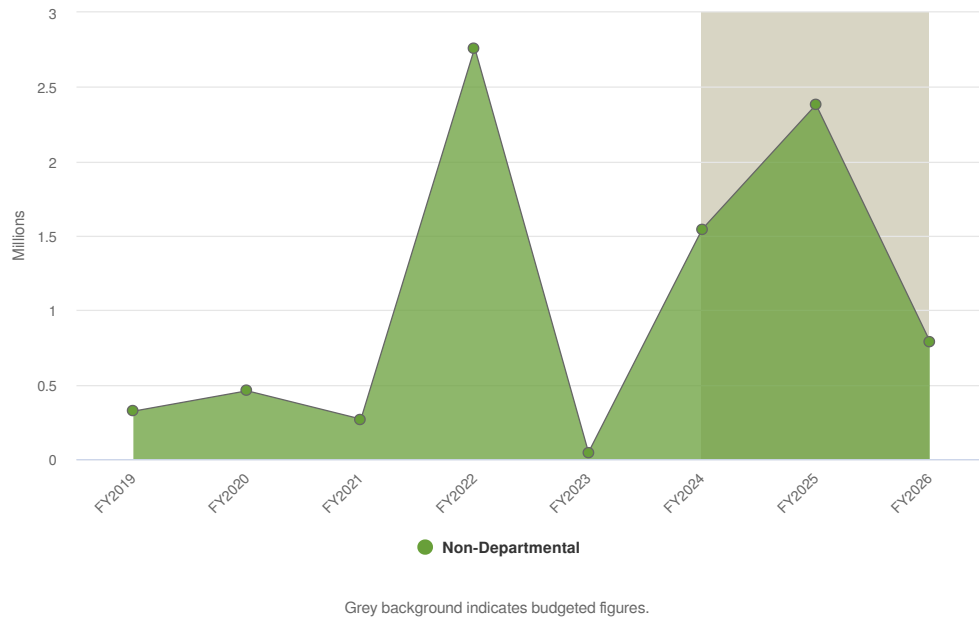
Grey background indicates budgeted figures.

Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Taxes						
REET 1-FIRST QUARTER PERCENTER	\$754,671	\$550,000	\$600,000	\$650,000	\$650,000	18.2%
Total Taxes:	\$754,671	\$550,000	\$600,000	\$650,000	\$650,000	18.2%
Misc.						
Interest and Other Earnings						
INTEREST REVENUE	\$51,982	\$10,000	\$110,000	\$90,000	\$70,000	800%
Total Interest and Other Earnings:	\$51,982	\$10,000	\$110,000	\$90,000	\$70,000	800%
Total Misc.:	\$51,982	\$10,000	\$110,000	\$90,000	\$70,000	800%
Total Revenue Source:	\$806,653	\$560,000	\$710,000	\$740,000	\$720,000	32.1%



Expenditures by Function

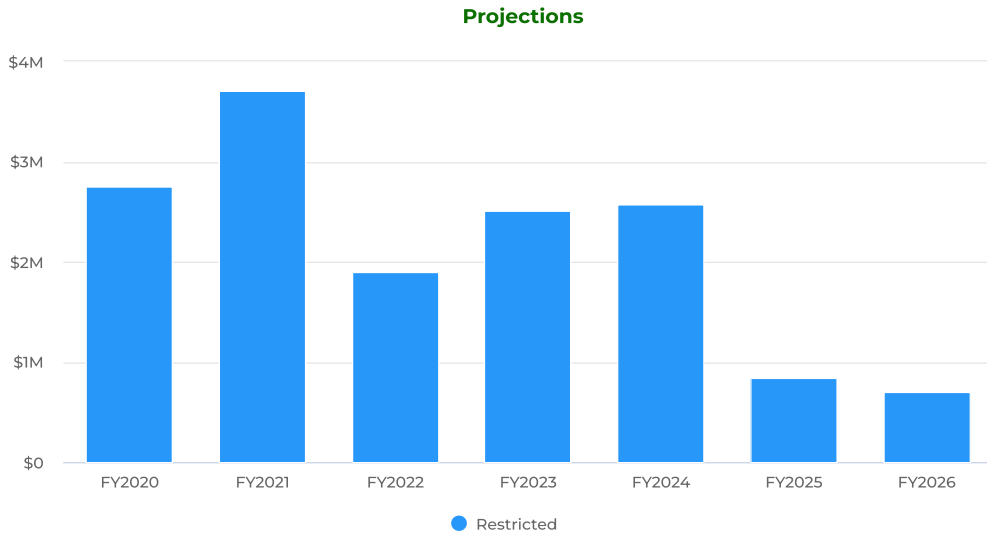
Budgeted and Historical Expenditures by Function



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Non-Departmental						
Undefined						
TRANSFERS OUT TO FUND 203	\$0	\$200,000	\$191,524	\$155,843	\$155,843	-22.1%
TRANSFERS OUT TO FUND 208	\$0	\$0	\$0	\$138,136	\$112,197	N/A
TRANSFERS OUT TO FUND 310	\$20,203	\$0	\$0	\$0	\$0	0%
Total Undefined:	\$20,203	\$200,000	\$191,524	\$293,979	\$268,040	47%
Mci Cip Xfer						
XFER TO MUNI CAPITAL	\$0	\$944,000	\$217,000	\$1,052,000	\$424,000	11.4%
Total Mci Cip Xfer:	\$0	\$944,000	\$217,000	\$1,052,000	\$424,000	11.4%
Transp Cip Xfer						
XFER TO TRANSPORTATION CAPITAL	\$25,190	\$223,000	\$231,000	\$408,000	\$50,000	83%
Total Transp Cip Xfer:	\$25,190	\$223,000	\$231,000	\$408,000	\$50,000	83%
Roadside Vegetation						
XFER TO EQUIP REPLACEMENT	\$0	\$178,000	\$0	\$627,000	\$50,000	252.2%
Total Roadside Vegetation:	\$0	\$178,000	\$0	\$627,000	\$50,000	252.2%
Total Non-Departmental:	\$45,393	\$1,545,000	\$639,524	\$2,380,979	\$792,040	54.1%
Total Expenditures:	\$45,393	\$1,545,000	\$639,524	\$2,380,979	\$792,040	54.1%



Fund Balance





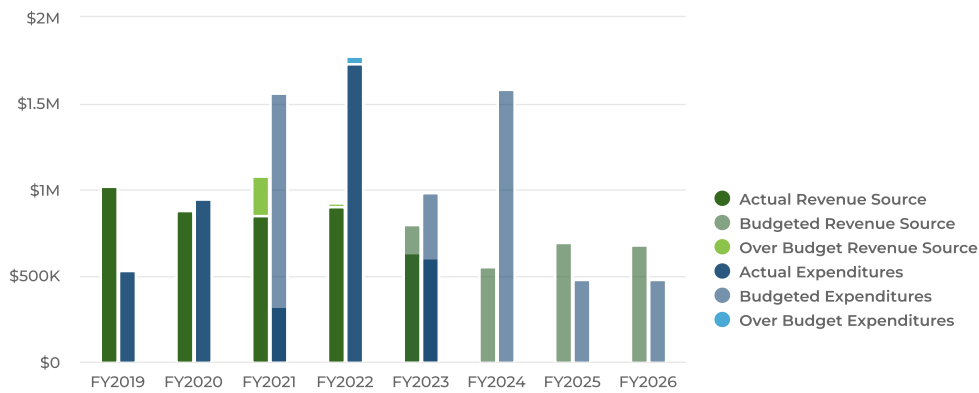
Real Estate Excise Tax (REET) 2nd Quarter Fund

The REET 2 (Real Estate Excise Tax) Fund accounts for the "second quarter percent" revenues received from the tax imposed on real estate sales transactions within the City. These funds are primarily transferred to capital project funds based on the adopted six-year Capital Improvements Plan (CIP). REET 2 is a highly volatile revenue source that is tied to the health of the real estate market. Large and unpredictable commercial real estate transactions can lead to wide fluctuations in annual REET 2 revenue collections. The City also receives some interest revenue from investing REET 2 revenue until it is ready for use.

Summary

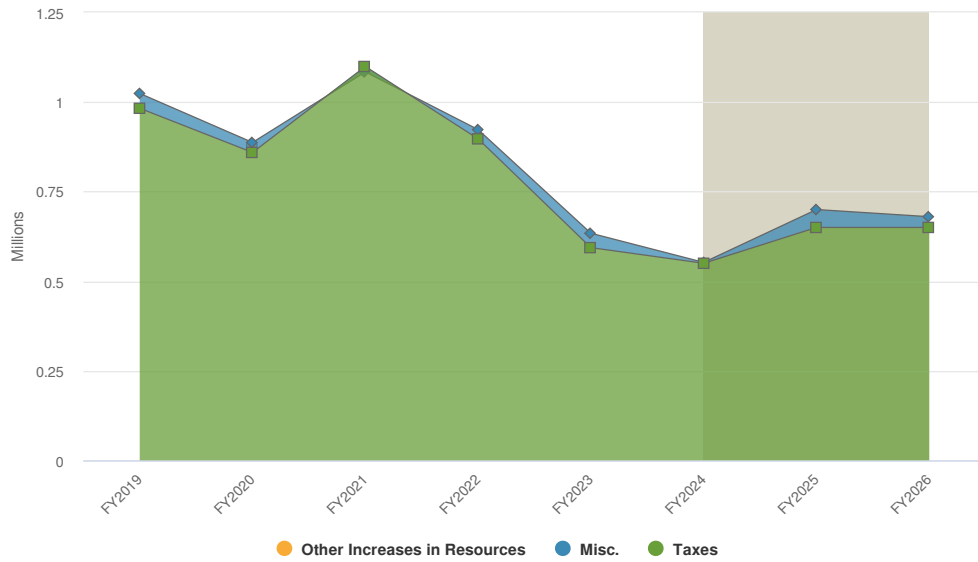
The City of Des Moines is projecting \$700K of revenue in FY2025, which represents a 26.7% increase over the prior year and \$680K of revenue in FY2026, which represents a 2.9% decrease over the prior year.

Budgeted expenditures are projected to decrease by 69.5% or \$1.1M to \$483.5K in FY2025 and 0.8% or \$4.03K in FY2026.



Revenues by Source

Budgeted and Historical 2025 Revenues by Source



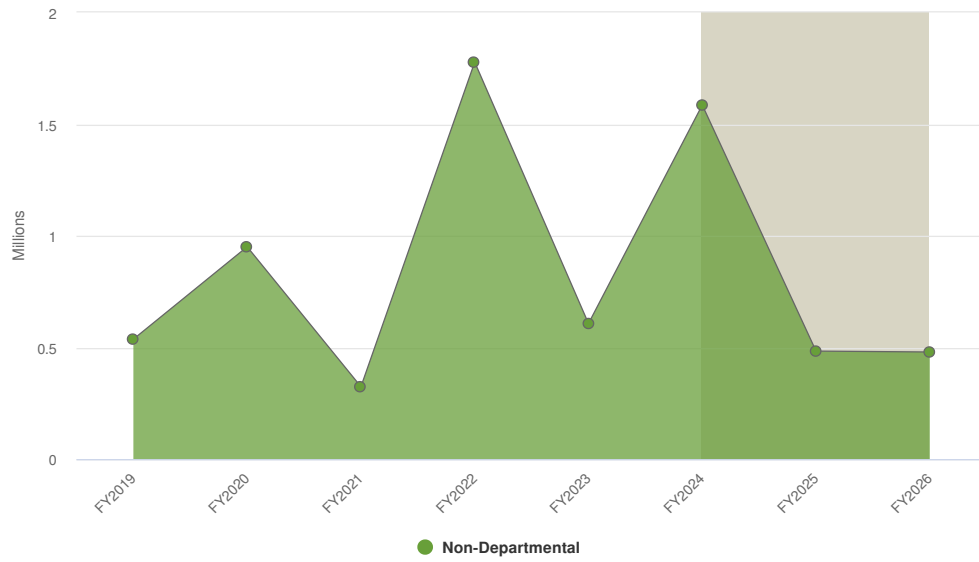
Grey background indicates budgeted figures.

Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Taxes						
Other						
REET 2ND QUARTER %	\$593,671	\$550,000	\$550,000	\$650,000	\$650,000	18.2%
Total Other:	\$593,671	\$550,000	\$550,000	\$650,000	\$650,000	18.2%
Total Taxes:	\$593,671	\$550,000	\$550,000	\$650,000	\$650,000	18.2%
Misc.						
Interest and Other Earnings						
INTEREST REVENUE	\$40,139	\$2,500	\$70,000	\$50,000	\$30,000	1,900%
Total Interest and Other Earnings:	\$40,139	\$2,500	\$70,000	\$50,000	\$30,000	1,900%
Total Misc.:	\$40,139	\$2,500	\$70,000	\$50,000	\$30,000	1,900%
Total Revenue Source:	\$633,810	\$552,500	\$620,000	\$700,000	\$680,000	26.7%



Expenditures by Function

Budgeted and Historical Expenditures by Function



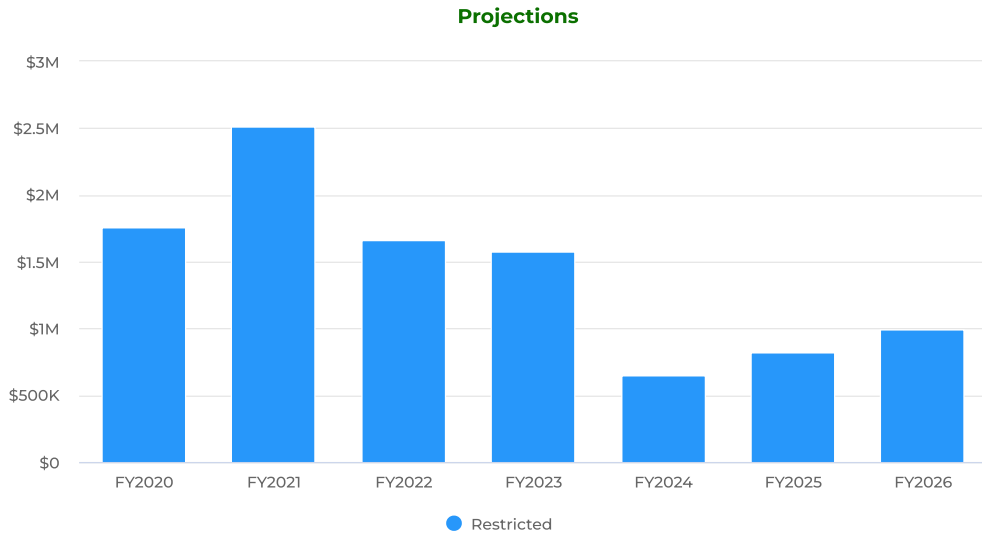
Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Non-Departmental						
Transportation Capital						
XFER OUT STREET OPERATING	\$0	\$29,000	\$29,000	\$29,000	\$0	0%
TRANSFERS OUT TO FUND 208	\$0	\$0	\$0	\$88,465	\$114,204	N/A
Total Transportation Capital:	\$0	\$29,000	\$29,000	\$117,465	\$114,204	305.1%
Admin Debt Service						
XFER OUT DEBT SERVICE	\$233,492	\$234,576	\$234,576	\$210,195	\$209,433	-10.4%
TRANSFERS OUT TO FUND 203	\$0	\$300,000	\$191,524	\$155,844	\$155,842	-48.1%
Total Admin Debt Service:	\$233,492	\$534,576	\$426,100	\$366,039	\$365,275	-31.5%
Mci Cip Xfer						
XFER OUT MUNI FAC CAPITAL	\$373,622	\$1,022,000	\$1,022,000	\$0	\$0	-100%
Total Mci Cip Xfer:	\$373,622	\$1,022,000	\$1,022,000	\$0	\$0	-100%
Total Non-Departmental:	\$607,114	\$1,585,576	\$1,477,100	\$483,504	\$479,479	-69.5%
Total Expenditures:	\$607,114	\$1,585,576	\$1,477,100	\$483,504	\$479,479	-69.5%



Fund Balance

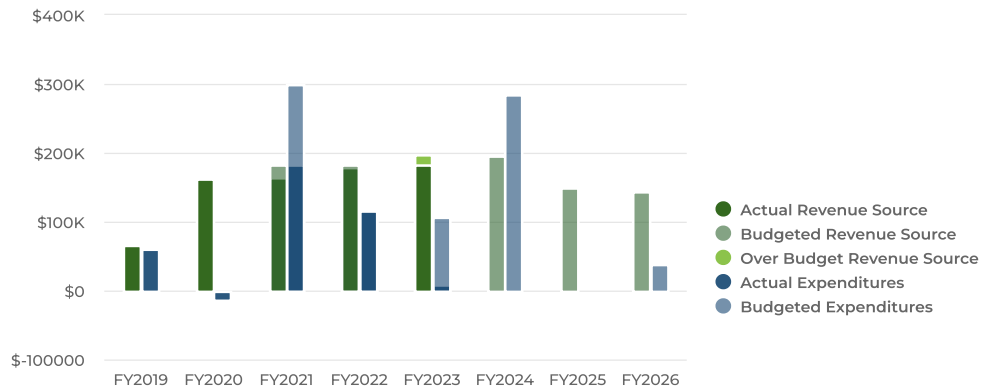




Park Levy Fund

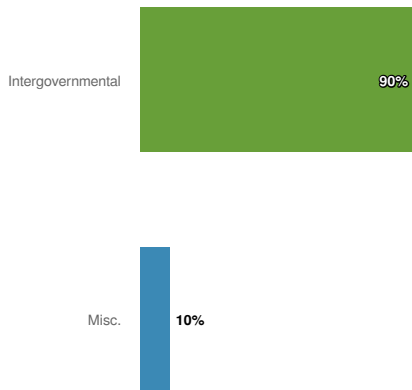
The Park Levy Fund accounts for revenues received from King County from the approved measure to renew the property tax levy supporting parks, trails, and open space in King County. These funds are primarily transferred to capital project funds based on the adopted six-year Capital Improvements Plan (CIP).

Summary

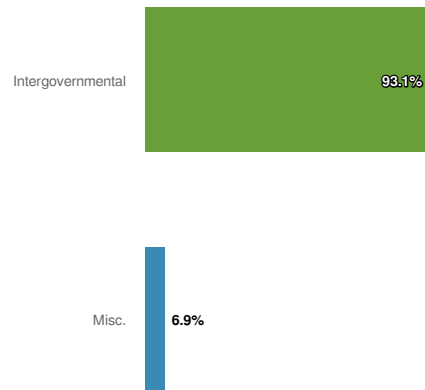


Revenues by Source

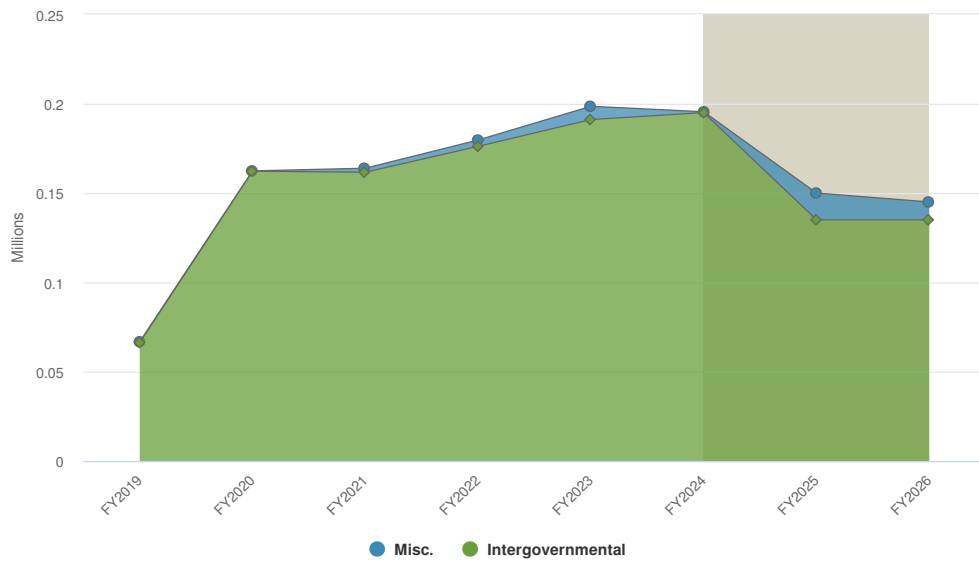
Projected 2025 Revenues by Source



Projected 2026 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



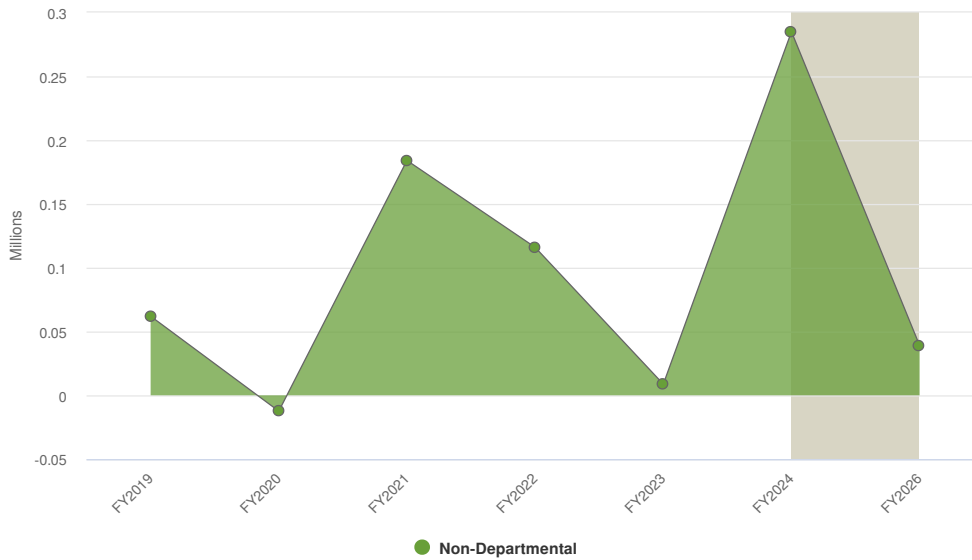
Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Intergovernmental						
Local Grants						
KING CO PARK LEVY	\$191,134	\$195,000	\$135,000	\$135,000	\$135,000	-30.8%
Total Local Grants:	\$191,134	\$195,000	\$135,000	\$135,000	\$135,000	-30.8%
Total Intergovernmental:	\$191,134	\$195,000	\$135,000	\$135,000	\$135,000	-30.8%
Misc.						
Interest and Other Earnings						
INTEREST REVENUE	\$7,424	\$500	\$18,000	\$15,000	\$10,000	2,900%
Total Interest and Other Earnings:	\$7,424	\$500	\$18,000	\$15,000	\$10,000	2,900%
Total Misc.:	\$7,424	\$500	\$18,000	\$15,000	\$10,000	2,900%
Total Revenue Source:	\$198,558	\$195,500	\$153,000	\$150,000	\$145,000	-23.3%

Expenditures by Function

Budgeted and Historical Expenditures by Function

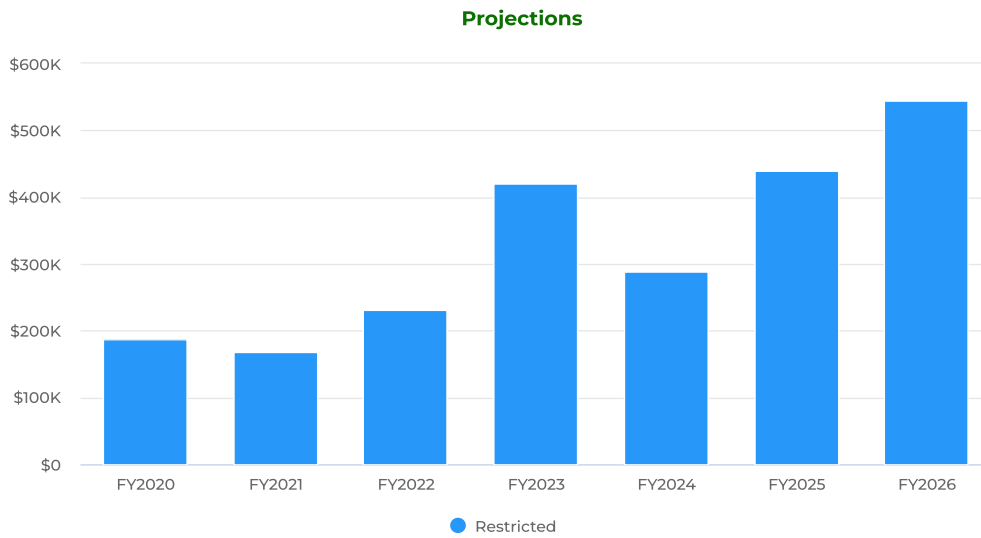


Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Non-Departmental						
Undefined						
TRANSFERS OUT TO FUND 310	\$8,763	\$0	\$0	\$0	\$39,000	0%
Total Undefined:	\$8,763	\$0	\$0	\$0	\$39,000	0%
Reet 1 Xfer						
TRANSFERS OUT TO FUND 310	\$0	\$285,000	\$285,000	\$0	\$0	-100%
Total Reet 1 Xfer:	\$0	\$285,000	\$285,000	\$0	\$0	-100%
Total Non-Departmental:	\$8,763	\$285,000	\$285,000	\$0	\$39,000	-100%
Total Expenditures:	\$8,763	\$285,000	\$285,000	\$0	\$39,000	-100%

Fund Balance

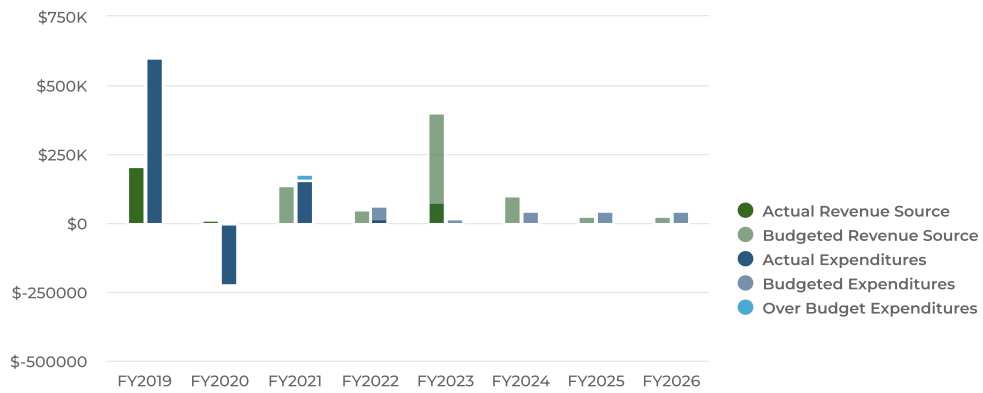




Park In Lieu Fund

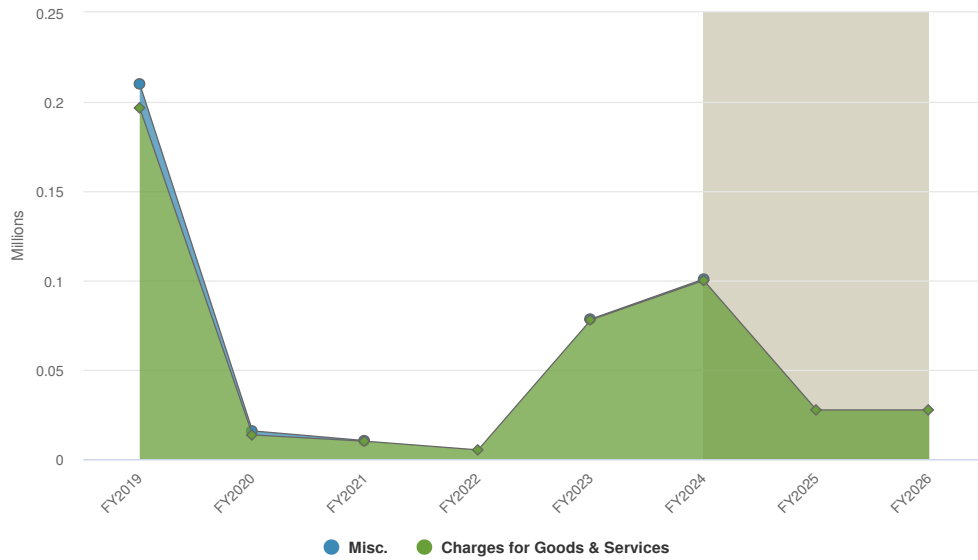
The Park In Lieu Fund accounts for revenues received from agreements related to new development to offset City costs required to support the development and the related increase in population. Revenue from this source is largely unpredictable, subject to development patterns, and can only be used for increasing the capacity of City parks and open space. The City also receives some interest revenue from investing the impact fees until ready for use. These funds are primarily transferred to capital project funds based on the adopted six-year Capital Improvements Plan (CIP).

Summary



Revenues by Source

Budgeted and Historical 2025 Revenues by Source



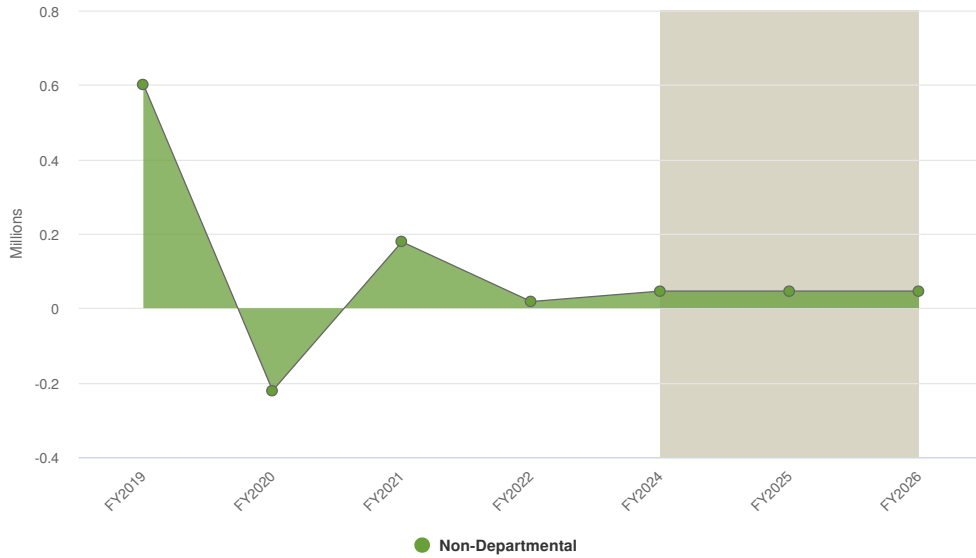
Grey background indicates budgeted figures.

Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Charges for Goods & Services						
PARK IN LIEU	\$77,923	\$100,000	\$86,845	\$27,500	\$27,500	-72.5%
Total Charges for Goods & Services:	\$77,923	\$100,000	\$86,845	\$27,500	\$27,500	-72.5%
Misc.						
INTEREST REVENUE	\$443	\$750	\$0	\$0	\$0	-100%
Total Misc.:	\$443	\$750	\$0	\$0	\$0	-100%
Total Revenue Source:	\$78,366	\$100,750	\$86,845	\$27,500	\$27,500	-72.7%



Expenditures by Function

Budgeted and Historical Expenditures by Function

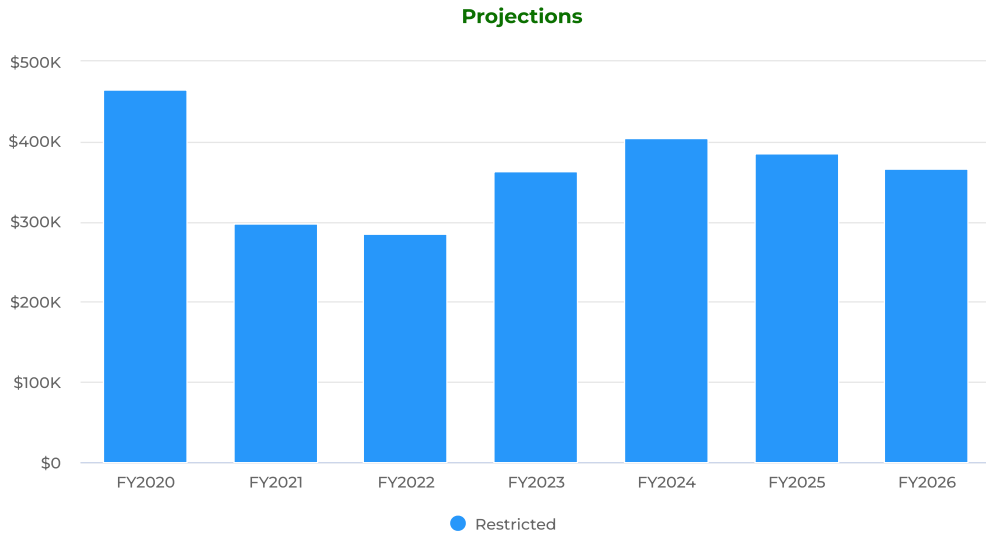


Grey background indicates budgeted figures.

Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Non-Departmental						
Mci Cip Xfer						
XFER OUT MUNI FAC CAPITAL	\$0	\$46,000	\$46,000	\$46,000	\$46,000	0%
Total Mci Cip Xfer:	\$0	\$46,000	\$46,000	\$46,000	\$46,000	0%
Total Non-Departmental:	\$0	\$46,000	\$46,000	\$46,000	\$46,000	0%
Total Expenditures:	\$0	\$46,000	\$46,000	\$46,000	\$46,000	0%



Fund Balance

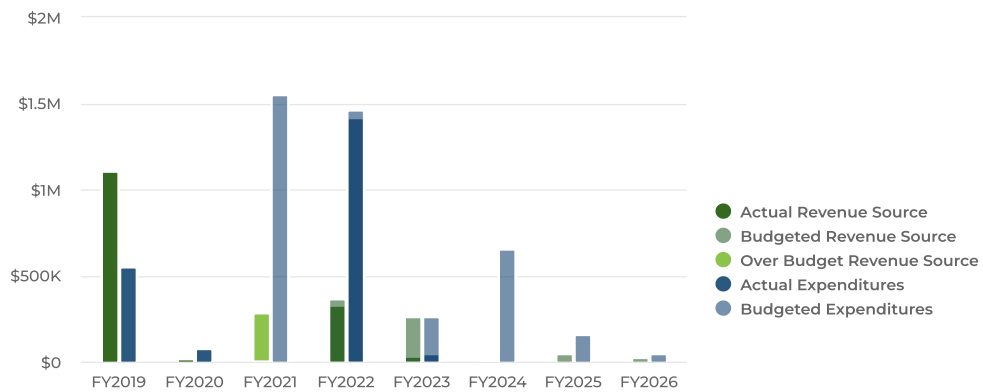




One-Time Sales and B&O Tax Revenues Fund

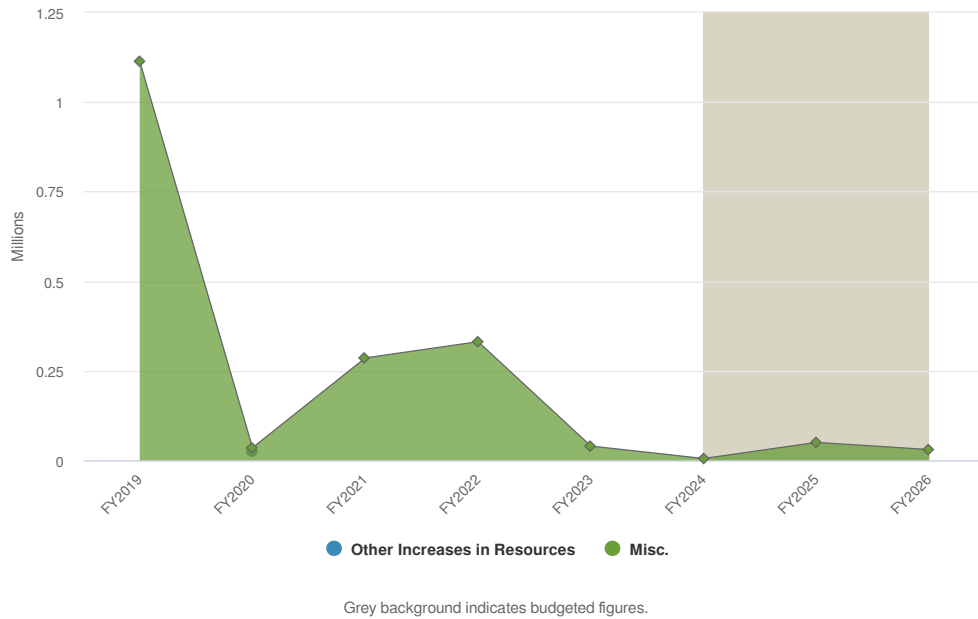
The One-time Sales Tax and B&O Tax Revenue Fund accounts for the transfer of all of the sales tax and business and occupation tax revenues received by the City from projects with a total value exceeding \$15,000,000 to the Municipal Capital Improvement Fund to be used for projects consistent with the purposes of that fund. These funds are primarily transferred to the municipal improvement capital project fund based on the adopted six-year Capital Improvements Plan (CIP).

Summary



Revenues by Source

Budgeted and Historical 2025 Revenues by Source

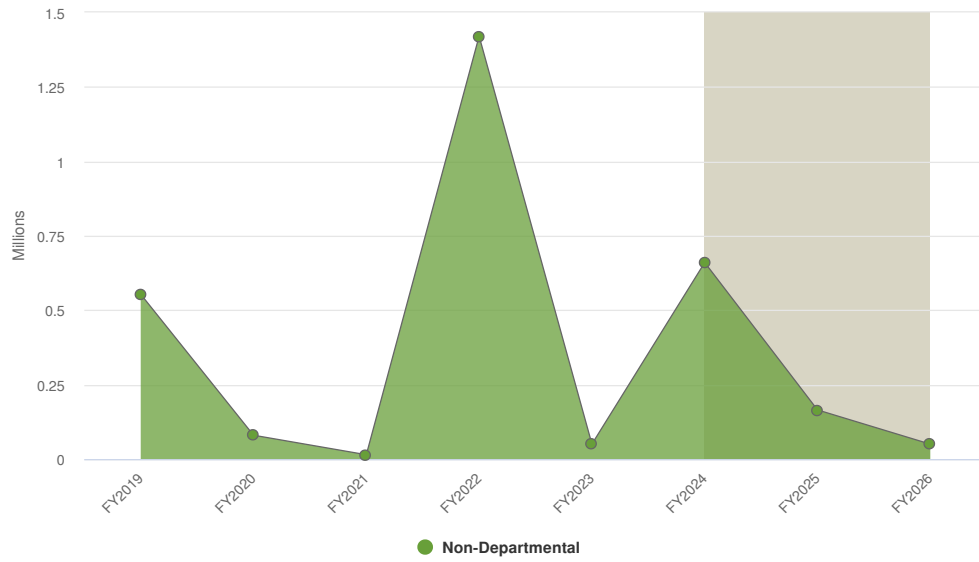


Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Misc.						
Interest and Other Earnings						
INTEREST REVENUE	\$39,733	\$5,000	\$70,000	\$50,000	\$30,000	900%
Total Interest and Other Earnings:	\$39,733	\$5,000	\$70,000	\$50,000	\$30,000	900%
Total Misc.:	\$39,733	\$5,000	\$70,000	\$50,000	\$30,000	900%
Total Revenue Source:	\$39,733	\$5,000	\$70,000	\$50,000	\$30,000	900%



Expenditures by Function

Budgeted and Historical Expenditures by Function



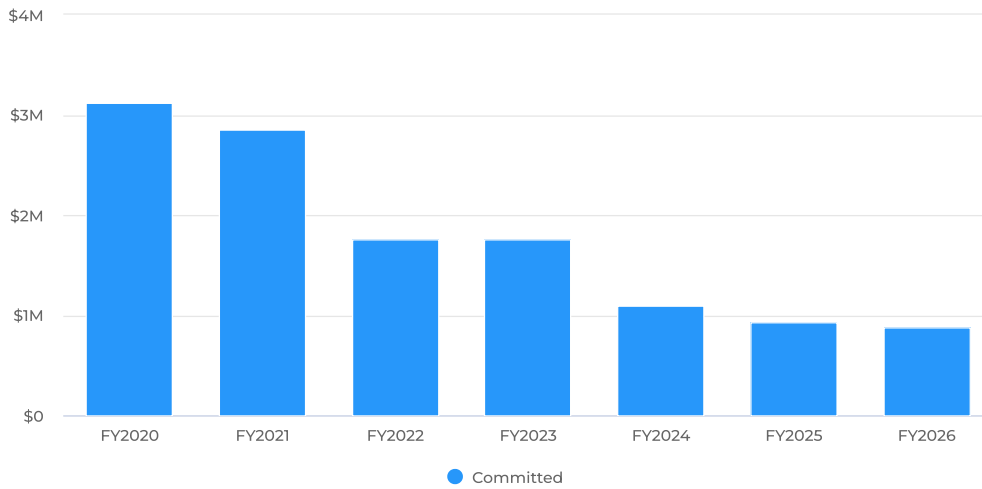
Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Non-Departmental						
TRANSFERS OUT TO FUND 203	\$0	\$50,000	\$50,000	\$50,000	\$50,000	0%
TRANSFERS OUT TO FUND 310	\$39,486	\$0	\$0	\$0	\$0	0%
TRANSFERS OUT TO FUND 319	\$0	\$500,000	\$500,000	\$0	\$0	-100%
TRANSFERS OUT TO FUND 506	\$10,772	\$110,000	\$110,000	\$115,000	\$0	4.5%
Total Non-Departmental:	\$50,258	\$660,000	\$660,000	\$165,000	\$50,000	-75%
Total Expenditures:	\$50,258	\$660,000	\$660,000	\$165,000	\$50,000	-75%

Fund Balance

Projections





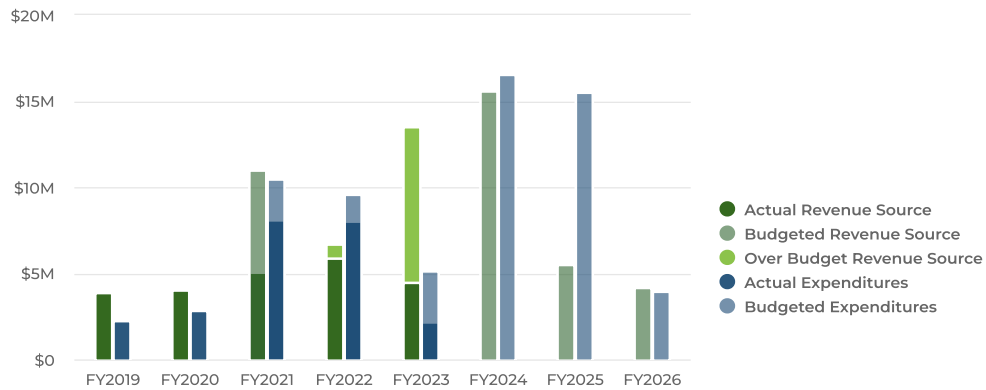
Municipal Capital Improvements Fund

The Municipal Capital Improvements Fund accounts for the revenue and expenditures of capital projects that are upgrades existing City assets such as municipal buildings and parks.

Summary

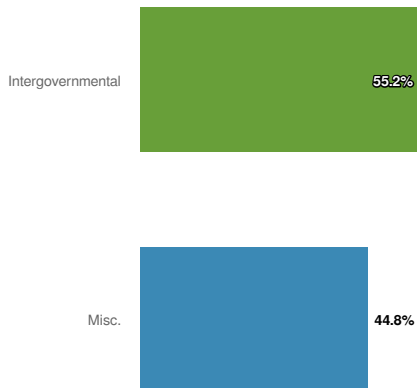
The City of Des Moines is projecting \$5.53M of revenue in FY2025, which represents a 64.6% decrease over the prior year and \$4.22M of revenue in FY2026, which represents a 23.7% decrease over the prior year.

Budgeted expenditures are projected to decrease by 6.0% or \$1M to \$15.56M in FY2025 and 74.5% or \$11.59M in FY2026.

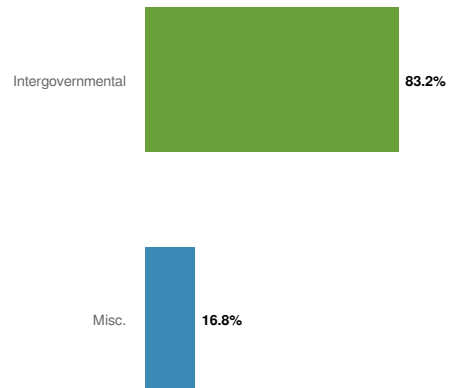


Revenues by Source

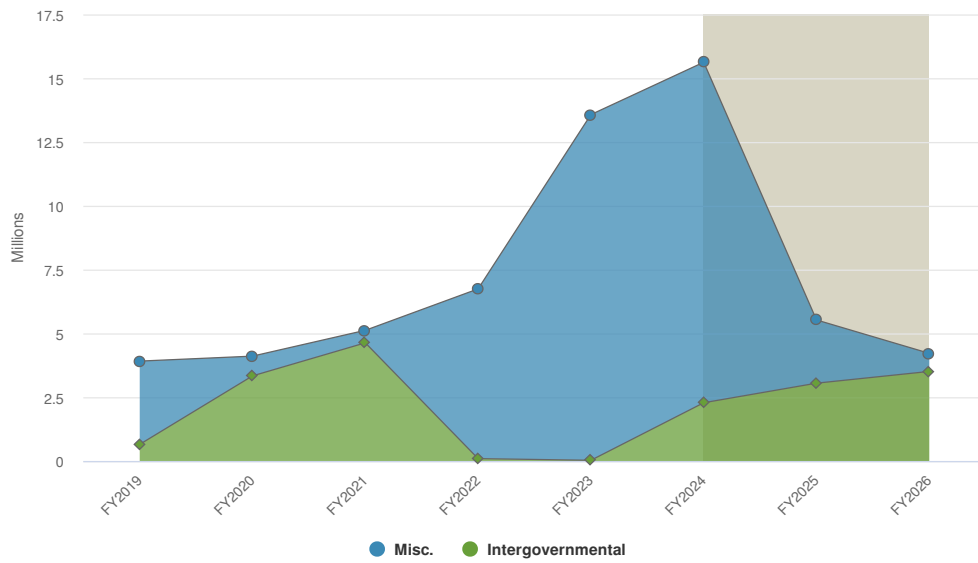
Projected 2025 Revenues by Source



Projected 2026 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



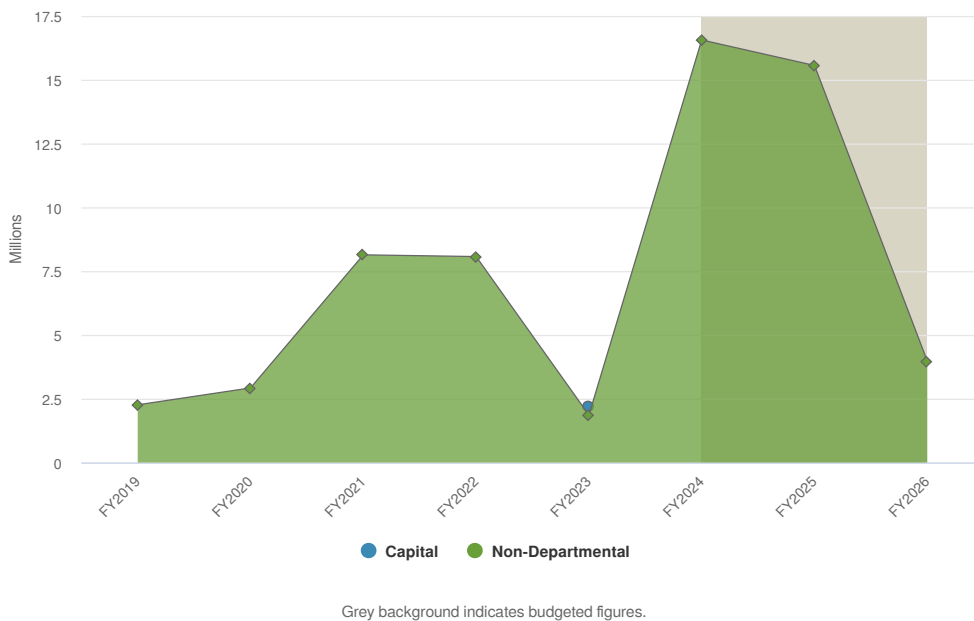
Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Intergovernmental						
State Grants	\$30,632	\$1,826,000	\$1,826,000	\$3,049,000	\$3,509,000	67%
Local Grants	-\$3,243	\$456,000	\$456,000	\$0	\$0	-100%
Total Intergovernmental:	\$27,389	\$2,282,000	\$2,282,000	\$3,049,000	\$3,509,000	33.6%
Misc.						
Interest and Other Earnings	\$1,925	\$0	\$335,000	\$275,000	\$200,000	N/A
Non-Governmental Sources	\$5,000	\$0	\$0	\$0	\$0	0%
GO Bonds Issued	\$12,066,997	\$0	\$0	\$0	\$0	0%
Premium on Bonds Sold	\$398,087	\$0	\$0	\$0	\$0	0%
Transfers In	\$1,075,159	\$13,344,000	\$13,344,000	\$2,202,000	\$509,000	-83.5%
Total Misc.:	\$13,547,168	\$13,344,000	\$13,679,000	\$2,477,000	\$709,000	-81.4%
Total Revenue Source:	\$13,574,557	\$15,626,000	\$15,961,000	\$5,526,000	\$4,218,000	-64.6%

Expenditures by Function

Budgeted and Historical Expenditures by Function



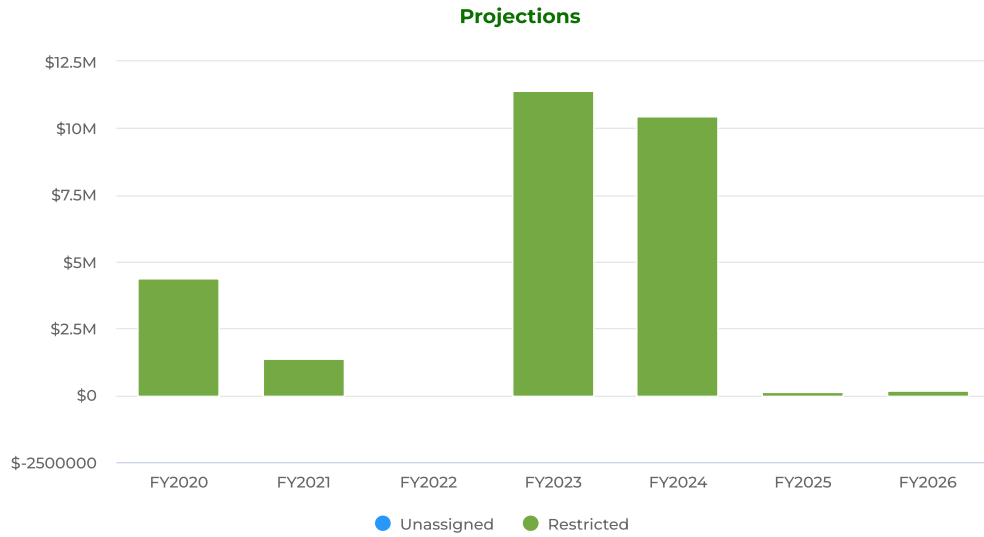
Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Non-Departmental						
Undefined						
SUPPLIES	\$1,694	\$0	\$0	\$0	\$0	0%
FINANCIAL MGMT SYSTEM	\$0	\$0	\$0	\$0	\$0	N/A
<i>Financial System Replacement - Construction & Transfers Out</i>	\$0	\$0	\$0	\$0	\$0	N/A
SALARIES & WAGES	\$11,837	\$0	\$0	\$0	\$0	0%
BENEFITS - FEDERAL	\$172	\$0	\$0	\$0	\$0	0%
BENEFITS - STATE	\$178	\$0	\$0	\$0	\$0	0%
BENEFITS - RETIREMENT	\$1,145	\$0	\$0	\$0	\$0	0%
BENEFITS - ICMA	\$781	\$0	\$0	\$0	\$0	0%
BENEFITS - MED/DENTAL	\$1,253	\$0	\$0	\$0	\$0	0%
BENEFITS - OTHER	\$109	\$0	\$0	\$0	\$0	0%
RECREATIONAL FAC CAPITAL	\$837,428	\$9,483,000	\$9,483,000	\$8,139,000	\$0	-14.2%
<i>Redondo Floats - Design</i>	\$0	\$0	\$0	\$0	\$0	N/A
<i>Marina Redevelopment - Design</i>	\$0	\$0	\$0	\$0	\$0	N/A
<i>Marina Steps & Promenade - Construction & Transfers Out</i>	\$0	\$0	\$9,483,000	\$8,139,000	\$0	N/A
SALARIES & WAGES	\$46,067	\$0	\$0	\$0	\$0	0%
BENEFITS - FEDERAL	\$669	\$0	\$0	\$0	\$0	0%
BENEFITS - STATE	\$673	\$0	\$0	\$0	\$0	0%
BENEFITS - RETIREMENT	\$4,609	\$0	\$0	\$0	\$0	0%
BENEFITS - ICMA	\$3,026	\$0	\$0	\$0	\$0	0%
BENEFITS - MED/DENTAL	\$4,669	\$0	\$0	\$0	\$0	0%
BENEFITS - OTHER	\$457	\$0	\$0	\$0	\$0	0%
PARK FACILITIES CAPITAL	\$399,794	\$6,569,000	\$6,569,000	\$7,419,000	\$3,973,000	12.9%
<i>Midway Park Acquisition - Construction & Transfers Out</i>	\$0	\$0	\$2,505,765	\$2,830,000	\$0	N/A
<i>Midway Park Acquisition - Contingency</i>	\$0	\$0	\$247,035	\$279,000	\$0	N/A
<i>Redondo Fishing Pier - Construction & Transfers Out</i>	\$0	\$0	\$2,883,843	\$3,257,000	\$0	N/A
<i>Redondo Restroom - Design</i>	\$0	\$0	\$0	\$0	\$0	N/A
<i>DMBP Sun Home Lodge Rehab - Construction & Transfers Out</i>	\$0	\$0	\$88,543	\$100,000	\$0	N/A
<i>Mary Gay Park - Design</i>	\$0	\$0	\$0	\$0	\$0	N/A
<i>Sonju Park - Design</i>	\$0	\$0	\$0	\$0	\$0	N/A
<i>Cecil Powell Play Equipment - Design</i>	\$0	\$0	\$0	\$0	\$0	N/A
<i>Field House Play Equipment - Design</i>	\$0	\$0	\$0	\$0	\$0	N/A
<i>Des Moines Memorial Flag Triangle - Design</i>	\$0	\$0	\$0	\$0	\$0	N/A
<i>Police HVAC - Design</i>	\$0	\$0	\$66,407	\$75,000	\$0	N/A
<i>Police HVAC - Construction & Transfers Out</i>	\$0	\$0	\$687,093	\$776,000	\$0	N/A



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
<i>Police HVAC - Contingency</i>	\$0	\$0	\$54,011	\$61,000	\$0	N/A
<i>City Hall Parking Lot - Design</i>	\$0	\$0	\$36,303	\$41,000	\$0	N/A
<i>Sound View Park - Construction & Transfers Out</i>	\$0	\$0	\$0	\$0	\$40,000	0%
<i>Beach Park Bulkhead, Promenade, & Play Equip/Water Feature - Design</i>	\$0	\$0	\$0	\$0	\$209,000	0%
<i>Redondo Fishing Pier Bulkhead & Plaza - Construction & Transfers Out</i>	\$0	\$0	\$0	\$0	\$2,500,000	0%
<i>Redondo Fishing Pier Bulkhead & Plaza - Contingency</i>	\$0	\$0	\$0	\$0	\$800,000	0%
<i>City Hall Parking Lot - Construction & Transfers Out</i>	\$0	\$0	\$0	\$0	\$393,000	0%
<i>City Hall Parking Lot - Contingency</i>	\$0	\$0	\$0	\$0	\$31,000	0%
PARK FACILITIES CAPITAL	\$0	\$146,359	\$146,359	\$0	\$0	-100%
INTEREST & OTHER DEBT SVC COST	\$104,984	\$0	\$0	\$0	\$0	0%
SALARIES & WAGES	\$4,528	\$0	\$0	\$0	\$0	0%
BENEFITS - FEDERAL	\$65	\$0	\$0	\$0	\$0	0%
BENEFITS - STATE	\$49	\$0	\$0	\$0	\$0	0%
BENEFITS - RETIREMENT	\$475	\$0	\$0	\$0	\$0	0%
BENEFITS - ICMA	\$299	\$0	\$0	\$0	\$0	0%
BENEFITS - MED/DENTAL	\$551	\$0	\$0	\$0	\$0	0%
BENEFITS - OTHER	\$46	\$0	\$0	\$0	\$0	0%
PARKING FACILITIES CAPITAL	\$433,045	\$360,000	\$360,000	\$0	\$0	-100%
<i>Marina, Beach Park Paid Parking - Contingency</i>	\$0	\$0	\$120,000	\$0	\$0	N/A
<i>North Bulkhead - Design</i>	\$0	\$0	\$120,000	\$0	\$0	N/A
<i>N Lot Restrooms, Plazas & Promenade - Design</i>	\$0	\$0	\$120,000	\$0	\$0	N/A
Total Undefined:	\$1,858,605	\$16,558,359	\$16,558,359	\$15,558,000	\$3,973,000	-6%
Total Non-Departmental:	\$1,858,605	\$16,558,359	\$16,558,359	\$15,558,000	\$3,973,000	-6%
2023 LTGO Bonds						
TRANSFERS OUT TO FUND 319	\$355,000	\$0	\$0	\$0	\$0	0%
Total 2023 LTGO Bonds:	\$355,000	\$0	\$0	\$0	\$0	0%
Total Expenditures:	\$2,213,605	\$16,558,359	\$16,558,359	\$15,558,000	\$3,973,000	-6%



Fund Balance

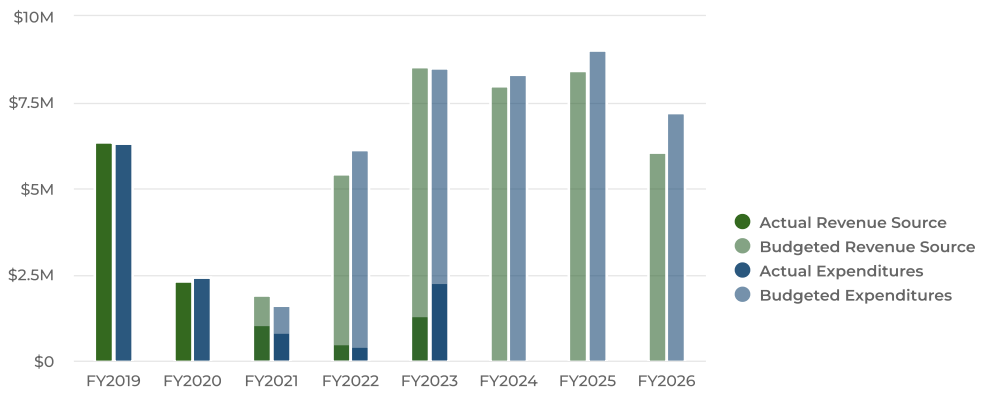




Transportation Capital Improvements Fund

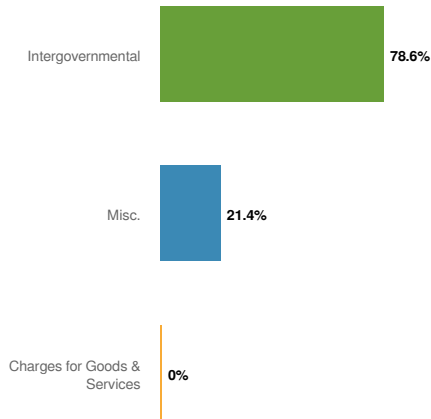
The Transportation Capital Improvements fund accounts for capital projects related to improvements of the City's streets and trails.

Summary

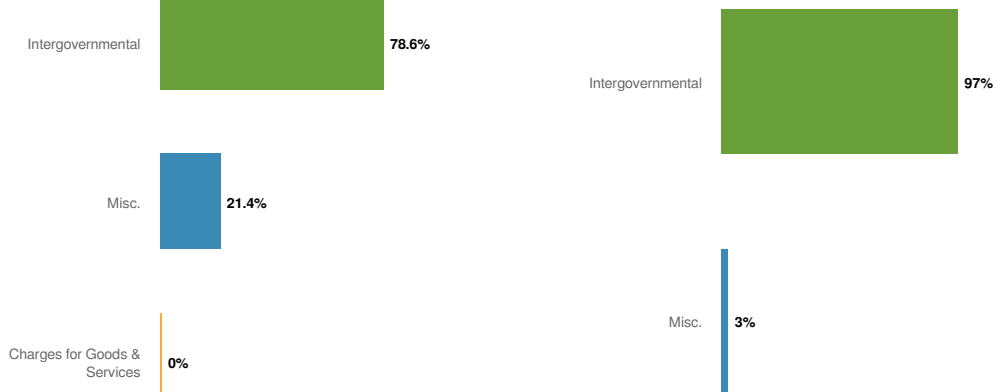


Revenues by Source

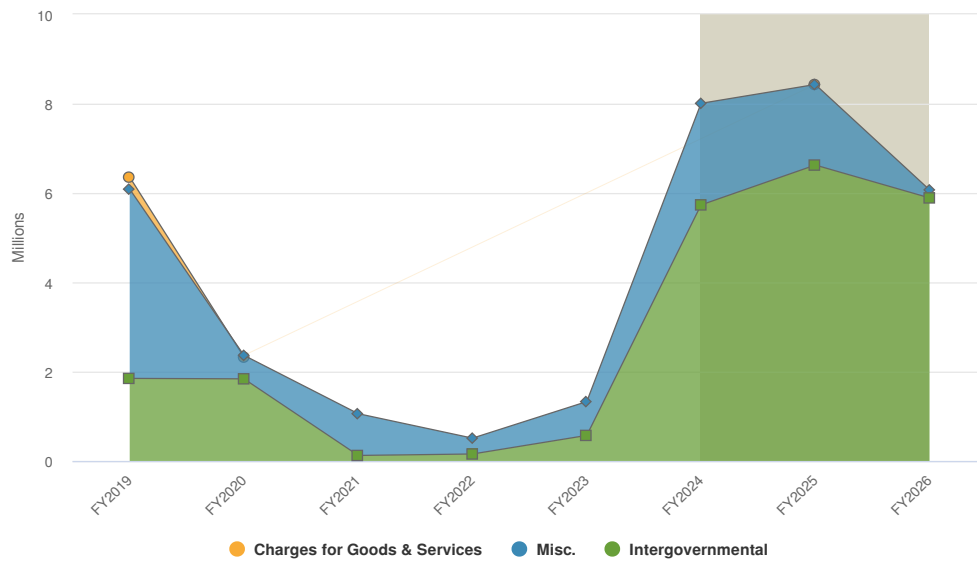
Projected 2025 Revenues by Source



Projected 2026 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Intergovernmental						
STATE GRANTS	\$206,755	\$1,599,000	\$1,599,000	\$0	\$5,610,000	-100%
<i>30th Ave S Improvements - South Segments - State Grants (Unsecured)</i>	\$0	\$0	\$1,599,000	\$0	\$5,610,000	0%
WSDOT GRANT	-\$23,383	\$0	\$0	\$1,938,000	\$0	N/A
<i>S. 200th St. & S. 199th St. Improvements (Segment 1) - State Grants (Secured)</i>	\$0	\$0	\$0	\$1,938,000	\$0	N/A
TIB GRANT	\$201,593	\$1,294,000	\$1,294,000	\$3,068,000	\$0	137.1%
<i>Barnes Creek Trail - State Grants (Secured)</i>	\$0	\$0	\$1,294,000	\$3,068,000	\$0	N/A
LOCAL GRANTS	\$186,734	\$900,000	\$1,500,000	\$0	\$0	-100%
INTERLOCAL GRANTS	\$0	\$1,940,000	\$1,940,000	\$1,620,000	\$280,000	-16.5%
<i>Barnes Creek Trail - Local Grants (Secured)</i>	\$0	\$0	\$1,940,000	\$1,620,000	\$280,000	N/A
Total Intergovernmental:	\$571,699	\$5,733,000	\$6,333,000	\$6,626,000	\$5,890,000	15.6%
Charges for Goods & Services						
TRAFFIC IN LIEU IMPACT FEES -	\$0	\$0	\$0	\$0	\$0	N/A
<i>S 224th St Improvements - Traffic in-Lieu</i>	\$0	\$0	\$0	\$0	\$0	N/A
Total Charges for Goods & Services:	\$0	\$0	\$0	\$0	\$0	N/A
Misc.						
INTEREST REVENUE	\$34,325	\$0	\$20,000	\$15,000	\$10,000	N/A
CONTRIBUTIONS AND DONATIONS	\$0	\$80,000	\$133,000	\$150,000	\$0	87.5%
<i>S 224th St Improvements - Private Contributions</i>	\$0	\$0	\$133,000	\$150,000	\$0	N/A
UTILITIES-CENTURY LINK-S 216TH	-\$22,691	\$0	\$0	\$0	\$0	0%
MISCELLANEOUS REVENUE	\$0	\$0	\$600	\$0	\$0	0%
XFER IN FROM ARTERIAL STREET	\$0	\$332,000	\$332,000	\$0	\$0	-100%
XFER IN FROM ARPA	\$19,727	\$65,000	\$65,000	\$0	\$0	-100%
XFER IN FROM ASE	\$0	\$62,000	\$62,000	\$0	\$0	-100%
XFER IN FROM REET 1	\$2,716	\$223,000	\$223,000	\$0	\$0	-100%
<i>S 223rd Strt Complete Street Impr - REET 1</i>	\$0	\$0	\$223,000	\$0	\$0	N/A
XFER IN FROM ONE TIME TAX	\$0	\$500,000	\$500,000	\$0	\$0	-100%
XFER IN FROM FUND 320	\$0	\$540,000	\$540,000	\$0	\$0	-100%
XFER IN FROM FUND 321	\$0	\$473,000	\$473,000	\$140,000	\$0	-70.4%
<i>Barnes Creek Trail - Traffic Impact Fees - City Wide</i>	\$0	\$0	\$473,000	\$140,000	\$0	N/A
XFER IN FROM FUND 450	\$0	\$0	\$0	\$500,000	\$0	N/A
<i>S. 200th St. & S. 199th St. Improvements (Segment 1) - Surface Water Utility - Cost Reimbursement</i>	\$0	\$0	\$0	\$500,000	\$0	N/A
XFER IN FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	N/A

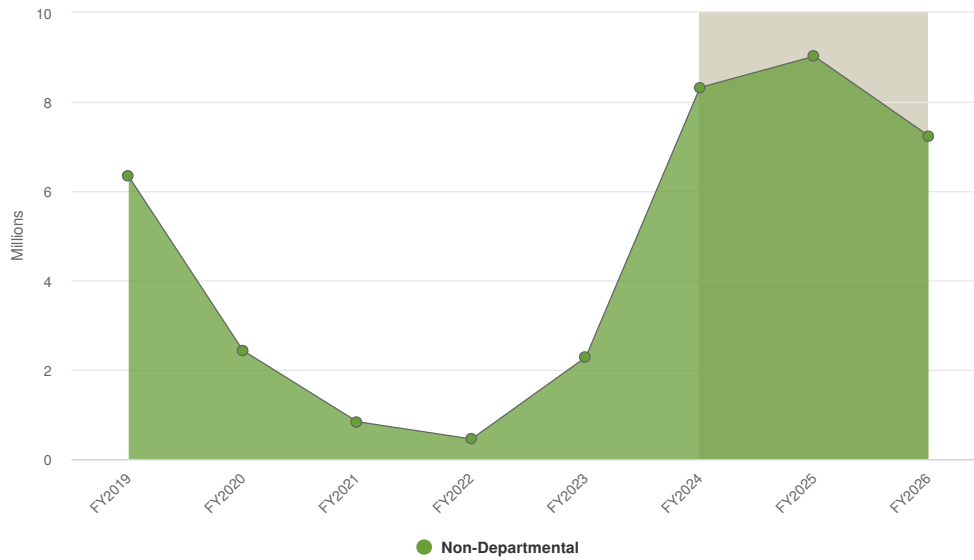


Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
<i>Downtown Alley Improvement - General Fund Transfer</i>	\$0	\$0	\$0	\$0	\$0	N/A
XFER IN FROM ARTERIAL STREET	\$320,449	\$0	\$0	\$399,000	\$0	N/A
<i>S. 200th St. & S. 199th St. Improvements (Segment 1) - Arterial Pavement Fund</i>	\$0	\$0	\$0	\$399,000	\$0	N/A
XFER IN FROM REDONDO	\$0	\$0	\$0	\$10,000	\$40,000	N/A
<i>Redondo Area Street Improvements - Redondo Zone Parking Fund Transfer</i>	\$0	\$0	\$0	\$10,000	\$40,000	N/A
XFER IN FROM ASE	\$25,000	\$0	\$0	\$122,000	\$0	N/A
<i>Arterial Traffic Calming - ASE (Automated Speed Enforcement) Transfer</i>	\$0	\$0	\$0	\$2,000	\$0	N/A
<i>S. 200th St. & S. 199th St. Improvements (Segment 1) - ASE (Automated Speed Enforcement) Transfer</i>	\$0	\$0	\$0	\$120,000	\$0	N/A
TRANSFER IN FROM FUND 191	\$0	\$0	\$0	\$60,000	\$80,000	N/A
<i>Arterial Traffic Calming - Redondo Speed Enforcement</i>	\$0	\$0	\$0	\$60,000	\$80,000	N/A
XFER IN FROM 203	\$0	\$0	\$0	\$0	\$0	N/A
<i>Redondo Paid Parking - Debt Proceeds</i>	\$0	\$0	\$0	\$0	\$0	N/A
XFER IN FROM MUN FAC CAPITAL	\$355,000	\$0	\$0	\$0	\$0	0%
XFER IN FROM REET 1	\$22,474	\$0	\$0	\$408,000	\$50,000	N/A
<i>Barnes Creek Trail - REET 1</i>	\$0	\$0	\$0	\$158,000	\$50,000	N/A
<i>S. 200th St. & S. 199th St. Improvements (Segment 1) - REET 1</i>	\$0	\$0	\$0	\$250,000	\$0	N/A
XFER IN ONE TIME TAX	\$0	\$0	\$0	\$0	\$0	N/A
<i>Puget Sound Gateway - SR509 Extension - One Time Tax</i>	\$0	\$0	\$0	\$0	\$0	N/A
XFER IN TRAFFIC IN LIEU	\$0	\$0	\$0	\$0	\$0	N/A
<i>College Way - Traffic in-Lieu</i>	\$0	\$0	\$0	\$0	\$0	N/A
<i>16th Ave - Seg 5A - Traffic in-Lieu</i>	\$0	\$0	\$0	\$0	\$0	N/A
Total Misc.:	\$757,000	\$2,275,000	\$2,348,600	\$1,804,000	\$180,000	-20.7%
Total Revenue Source:	\$1,328,699	\$8,008,000	\$8,681,600	\$8,430,000	\$6,070,000	5.3%



Expenditures by Function

Budgeted and Historical Expenditures by Function



Grey background indicates budgeted figures.

Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Non-Departmental						
SALARIES & WAGES	\$27,954	\$0	\$0	\$0	\$0	0%
EXTRA HIRE WAGES	\$16,050	\$0	\$0	\$0	\$0	0%
BENEFITS - FEDERAL	\$1,636	\$0	\$0	\$0	\$0	0%
BENEFITS - STATE	\$449	\$0	\$0	\$0	\$0	0%
BENEFITS - RETIREMENT	\$2,858	\$0	\$0	\$0	\$0	0%
BENEFITS - ICMA	\$1,844	\$0	\$0	\$0	\$0	0%
BENEFITS - MED/DENTAL	\$3,480	\$0	\$0	\$0	\$0	0%
BENEFITS - OTHER	\$325	\$0	\$0	\$0	\$0	0%
TRANS CAPITAL ENGINEERING	\$161,362	\$2,746,641	\$2,746,641	\$5,483,000	\$330,000	99.6%
<i>Barnes Creek Trail - Design</i>	\$0	\$0	\$25,047	\$50,000	\$0	N/A
<i>Barnes Creek Trail - Land & Right of Way</i>	\$0	\$0	\$21,540	\$43,000	\$0	N/A
<i>Barnes Creek Trail - Construction & Transfers Out</i>	\$0	\$0	\$2,454,594	\$4,900,000	\$300,000	N/A
<i>Barnes Creek Trail - Contingency</i>	\$0	\$0	\$245,459	\$490,000	\$30,000	N/A
SALARIES & WAGES	\$9,456	\$0	\$0	\$0	\$0	0%

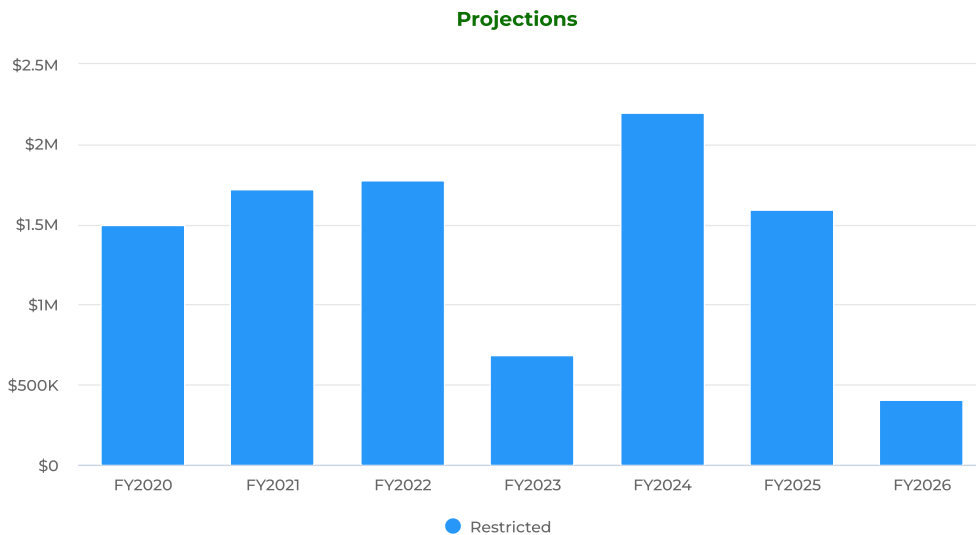


Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
BENEFITS - FEDERAL	\$137	\$0	\$0	\$0	\$0	0%
BENEFITS - STATE	\$129	\$0	\$0	\$0	\$0	0%
BENEFITS - RETIREMENT	\$972	\$0	\$0	\$0	\$0	0%
BENEFITS - ICMA	\$624	\$0	\$0	\$0	\$0	0%
BENEFITS - MED/DENTAL	\$1,318	\$0	\$0	\$0	\$0	0%
BENEFITS - OTHER	\$81	\$0	\$0	\$0	\$0	0%
TRANS CAPITAL ROADWAY IMP	\$1,841,122	\$4,249,000	\$3,099,000	\$249,000	\$6,830,000	-94.1%
<i>Redondo Area Street Improvements - Design</i>	\$0	\$0	\$170,643	\$10,000	\$0	N/A
<i>College Way - Design</i>	\$0	\$0	\$0	\$0	\$0	N/A
<i>S 223rd Strt Complete Street Impr - Design</i>	\$0	\$0	\$0	\$0	\$0	N/A
<i>Downtown Alley Improvement - Design</i>	\$0	\$0	\$0	\$0	\$0	N/A
<i>S 224th St Improvements - Design</i>	\$0	\$0	\$1,945,325	\$114,000	\$0	N/A
<i>S 224th St Improvements - Land & Right of Way</i>	\$0	\$0	\$471,104	\$95,000	\$0	N/A
<i>S 224th St Improvements - Contingency</i>	\$0	\$0	\$511,928	\$30,000	\$45,000	N/A
<i>Puget Sound Gateway - SR509 Extension - Construction & Transfers Out</i>	\$0	\$0	\$0	\$0	\$0	N/A
<i>30th Ave S Improvements - South Segments - Design</i>	\$0	\$0	\$0	\$0	\$600,000	0%
<i>30th Ave S Improvements - South Segments - Construction & Transfers Out</i>	\$0	\$0	\$0	\$0	\$5,000,000	0%
<i>30th Ave S Improvements - South Segments - Contingency</i>	\$0	\$0	\$0	\$0	\$500,000	0%
<i>Redondo Area Street Improvements - Construction & Transfers Out</i>	\$0	\$0	\$0	\$0	\$60,000	0%
<i>S 224th St Improvements - Construction & Transfers Out</i>	\$0	\$0	\$0	\$0	\$625,000	0%
TRANS CAPITAL ROADWAY IMP	\$2,719	\$0	\$0	\$0	\$0	0%
SALARIES & WAGES	\$2,350	\$0	\$0	\$0	\$0	0%
BENEFITS - FEDERAL	\$34	\$0	\$0	\$0	\$0	0%
BENEFITS - STATE	\$36	\$0	\$0	\$0	\$0	0%
BENEFITS - RETIREMENT	\$227	\$0	\$0	\$0	\$0	0%
BENEFITS - ICMA	\$155	\$0	\$0	\$0	\$0	0%
BENEFITS - MED/DENTAL	\$283	\$0	\$0	\$0	\$0	0%
BENEFITS - OTHER	\$25	\$0	\$0	\$0	\$0	0%
TRANS CAPITAL SIDEWALK IMP	\$23,756	\$929,000	\$929,000	\$3,208,000	\$0	245.3%
<i>S. 200th St. & S. 199th St. Improvements (Segment 1) - Construction & Transfers Out</i>	\$0	\$0	\$823,590	\$2,844,000	\$0	N/A
<i>S. 200th St. & S. 199th St. Improvements (Segment 1) - Contingency</i>	\$0	\$0	\$105,410	\$364,000	\$0	N/A
SALARIES & WAGES	\$20,374	\$0	\$0	\$0	\$0	0%
BENEFITS - FEDERAL	\$297	\$0	\$0	\$0	\$0	0%
BENEFITS - STATE	\$314	\$0	\$0	\$0	\$0	0%
BENEFITS - RETIREMENT	\$2,003	\$0	\$0	\$0	\$0	0%
BENEFITS - ICMA	\$1,332	\$0	\$0	\$0	\$0	0%



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
BENEFITS - MED/DENTAL	\$2,102	\$0	\$0	\$0	\$0	0%
BENEFITS - OTHER	\$189	\$0	\$0	\$0	\$0	0%
TRANS CAPITAL TRAFFIC CNTL DEV	\$13,655	\$46,000	\$46,000	\$80,000	\$80,000	73.9%
<i>Arterial Traffic Calming - Design</i>	\$0	\$0	\$5,750	\$10,000	\$10,000	N/A
<i>Arterial Traffic Calming - Construction & Transfers Out</i>	\$0	\$0	\$40,250	\$70,000	\$70,000	N/A
TRANS CAPITAL OTHER	\$141,863	\$350,000	\$350,000	\$0	\$0	-100%
<i>Redondo Paid Parking - Construction & Transfers Out</i>	\$0	\$0	\$350,000	\$0	\$0	N/A
Total Non-Departmental:	\$2,281,511	\$8,320,641	\$7,170,641	\$9,020,000	\$7,240,000	8.4%
Total Expenditures:	\$2,281,511	\$8,320,641	\$7,170,641	\$9,020,000	\$7,240,000	8.4%

Fund Balance





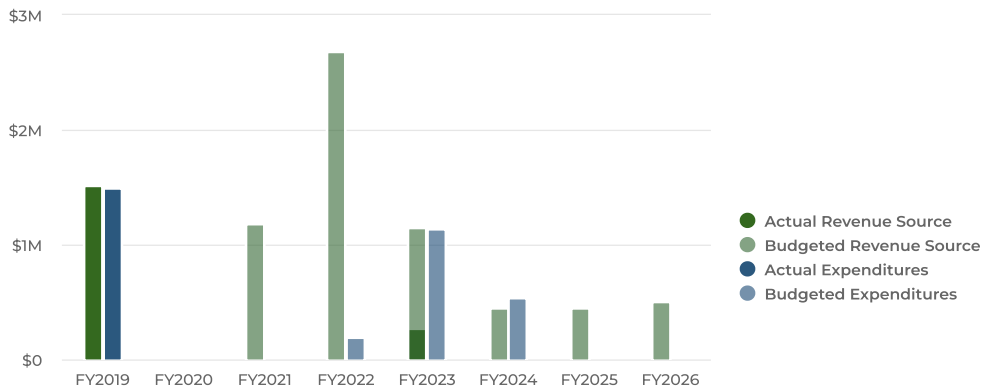
Traffic In Lieu Fund

The Traffic In Lieu Fund accounts for revenues received from agreements related to new development to offset City costs required to support the development and the related increase in traffic. Revenue from this source is largely unpredictable, subject to development patterns, and can only be used for increasing the capacity of City transportation infrastructure. The City also receives some interest revenue from investing the impact fees until ready for use.

Summary

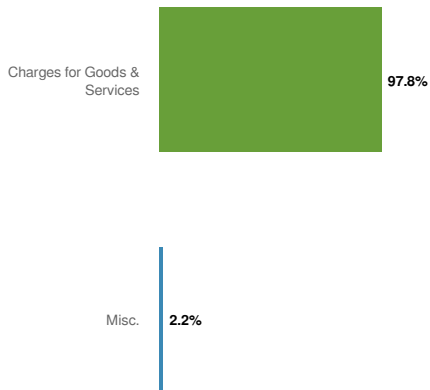
The City of Des Moines is projecting \$460K of revenue in FY2025, which represents a 1.7% increase over the prior year and \$507.5K of revenue in FY2026, which represents a 10.3% increase over the prior year.

Budgeted expenditures are projected to decrease by 100% or \$540K to \$0 in FY2025 and 0% or \$0 in FY2026.

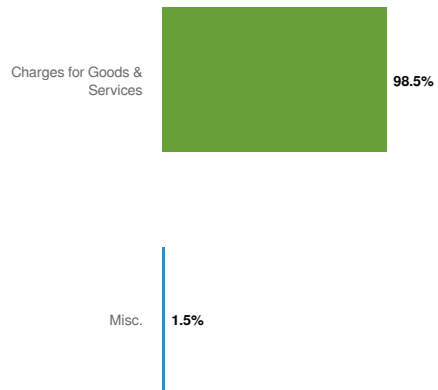


Revenues by Source

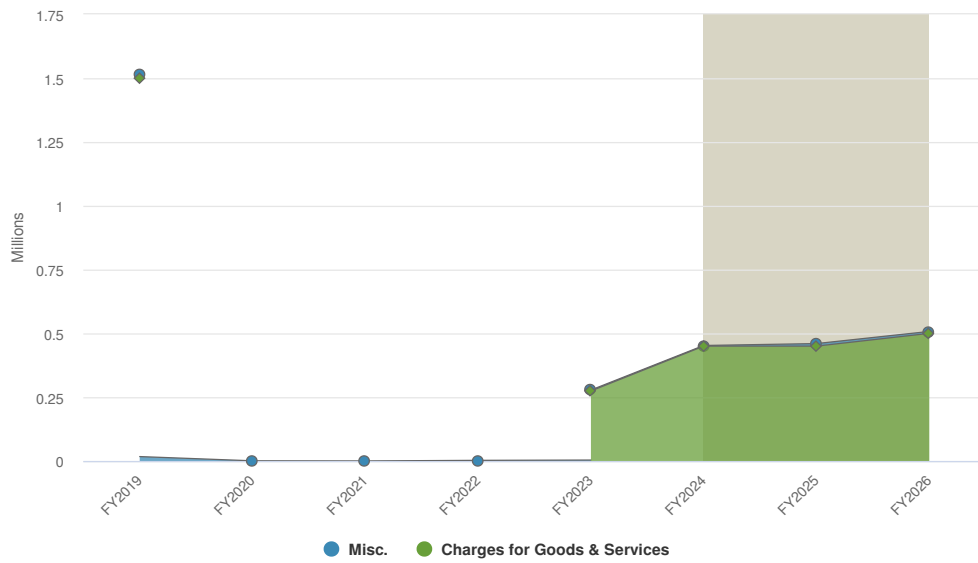
Projected 2025 Revenues by Source



Projected 2026 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



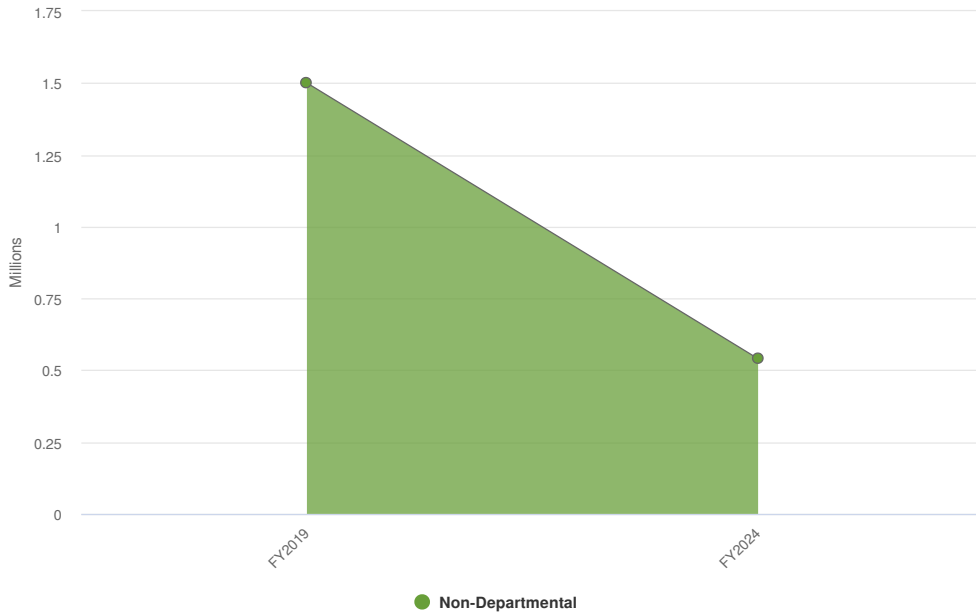
Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Charges for Goods & Services						
TRAFFIC IN LIEU IMPACT FEES	\$30,960	\$450,000	\$450,000	\$450,000	\$500,000	0%
LTA IMPACT FEES	\$243,382	\$0	\$0	\$0	\$0	0%
Total Charges for Goods & Services:	\$274,342	\$450,000	\$450,000	\$450,000	\$500,000	0%
Misc.						
INTEREST REVENUE	\$3,564	\$2,500	\$15,000	\$10,000	\$7,500	300%
Total Misc.:	\$3,564	\$2,500	\$15,000	\$10,000	\$7,500	300%
Total Revenue Source:	\$277,906	\$452,500	\$465,000	\$460,000	\$507,500	1.7%

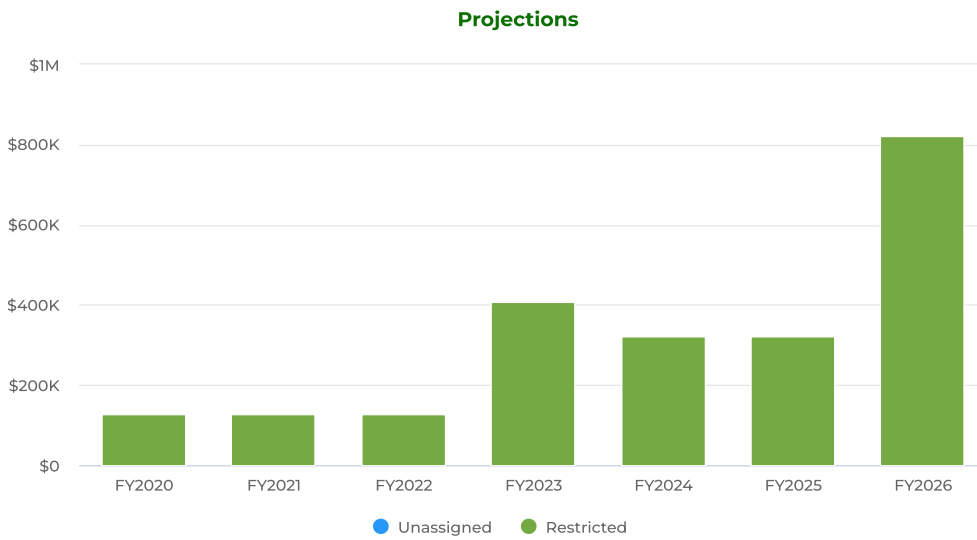
Expenditures by Function

Budgeted and Historical Expenditures by Function



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Non-Departmental						
TRANSFERS OUT TO FUND 319	\$0	\$540,000	\$540,000	\$0	\$0	-100%
Total Non-Departmental:	\$0	\$540,000	\$540,000	\$0	\$0	-100%
Total Expenditures:	\$0	\$540,000	\$540,000	\$0	\$0	-100%

Fund Balance





Traffic Impact (City-Wide) Fund

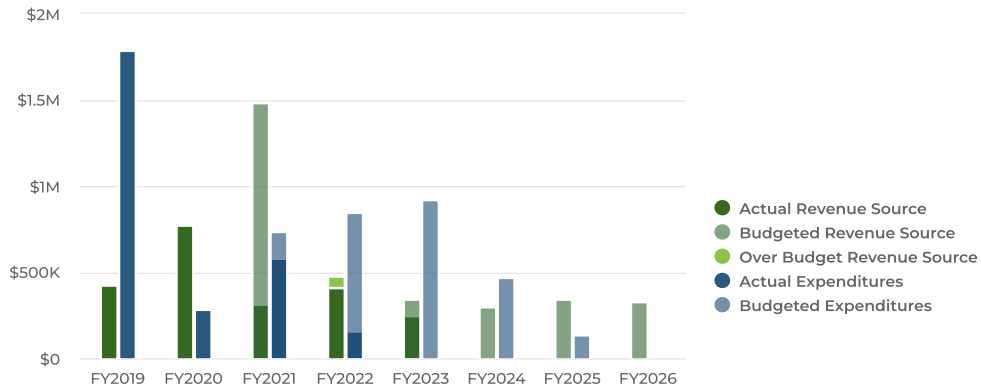
The Traffic Impact (City-Wide) Fund accounts for revenues received from impact fees assessed on new development to offset City costs required to support the development and the related increase in traffic. Revenue from this source is largely unpredictable, subject to development patterns, and can only be used for increasing the capacity of the city's transportation infrastructure. The City also receives some interest revenue from investing the impact fees until it is ready to use.

The City's six-year Capital Improvements Plan (CIP) includes revenues from impact fees as a source of project funding for various capacity building capital projects. For further information on 2024 capital projects, please see the Capital Project section.

Summary

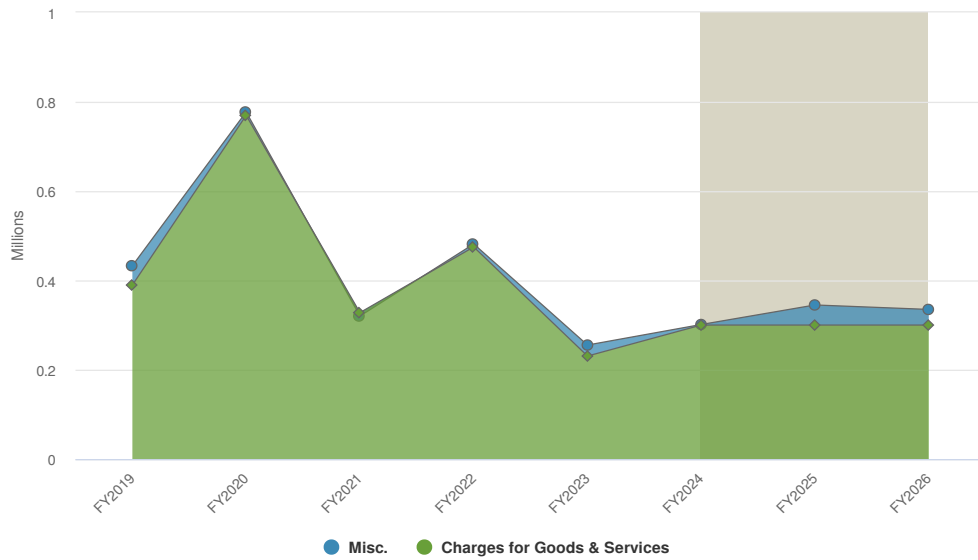
The City of Des Moines is projecting \$345K of revenue in FY2025, which represents a 14.5% increase over the prior year and \$335K of revenue in FY2026, which represents a 2.9% decrease over the prior year.

Budgeted expenditures are projected to decrease by 70.4% or \$333K to \$140K in FY2025 and 100% or \$140K in FY2026.



Revenues by Source

Budgeted and Historical 2025 Revenues by Source



Grey background indicates budgeted figures.

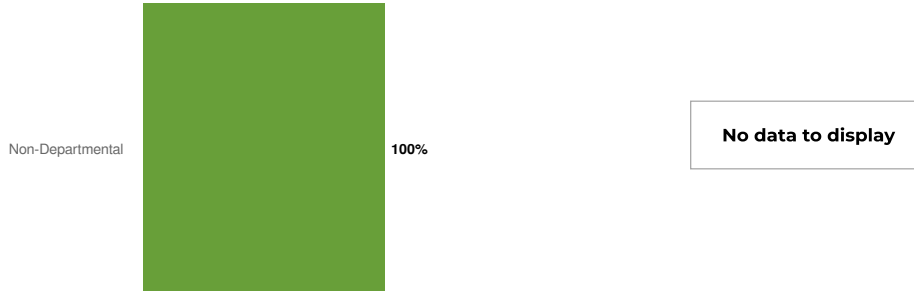
Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Charges for Goods & Services						
GMA IMPACT FEES	\$230,622	\$300,000	\$300,000	\$300,000	\$300,000	0%
Total Charges for Goods & Services:	\$230,622	\$300,000	\$300,000	\$300,000	\$300,000	0%
Misc.						
INTEREST REVENUE	\$24,646	\$1,250	\$55,000	\$45,000	\$35,000	3,500%
Total Misc.:	\$24,646	\$1,250	\$55,000	\$45,000	\$35,000	3,500%
Total Revenue Source:	\$255,268	\$301,250	\$355,000	\$345,000	\$335,000	14.5%



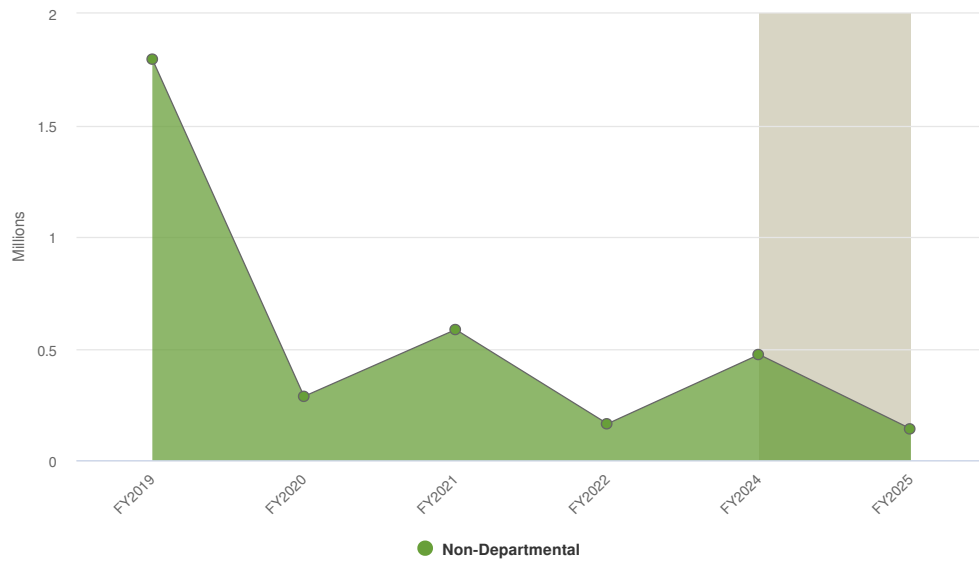
Expenditures by Function

Budgeted 2025 Expenditures by Function

Budgeted 2026 Expenditures by Function



Budgeted and Historical Expenditures by Function

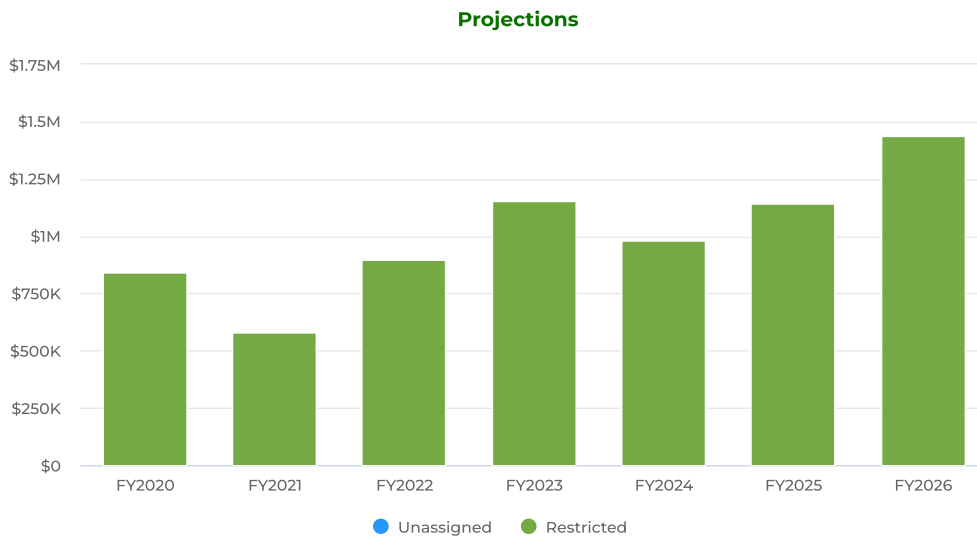


Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Non-Departmental						
TRANSFERS OUT TO FUND 319	\$0	\$473,000	\$473,000	\$140,000	\$0	-70.4%
Total Non-Departmental:	\$0	\$473,000	\$473,000	\$140,000	\$0	-70.4%
Total Expenditures:	\$0	\$473,000	\$473,000	\$140,000	\$0	-70.4%

Fund Balance





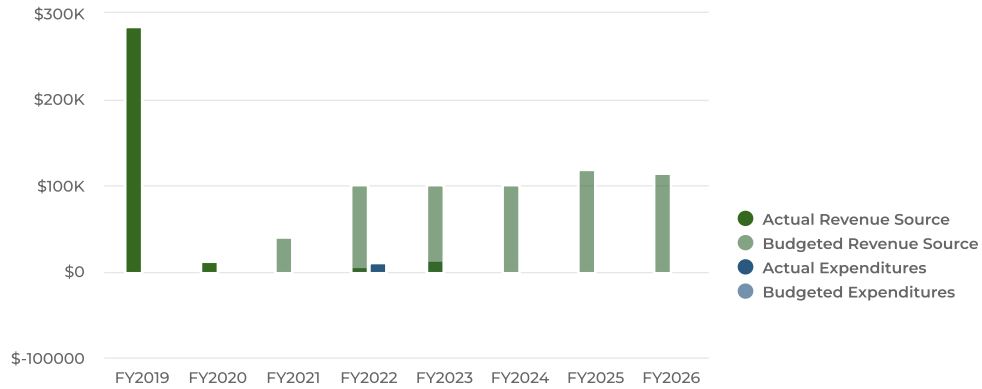
Traffic Impact (Pacific Ridge) Fund

The Traffic Impact (Pacific Ridge) Fund accounts for revenues received from impact fees assessed on new development to offset City costs required to support the development and the related increase in traffic. Revenue from this source is largely unpredictable, subject to development patterns, and can only be used for increasing the capacity of City transportation infrastructure. The City also receives some interest revenue from investing the impact fees until ready for use.

Summary

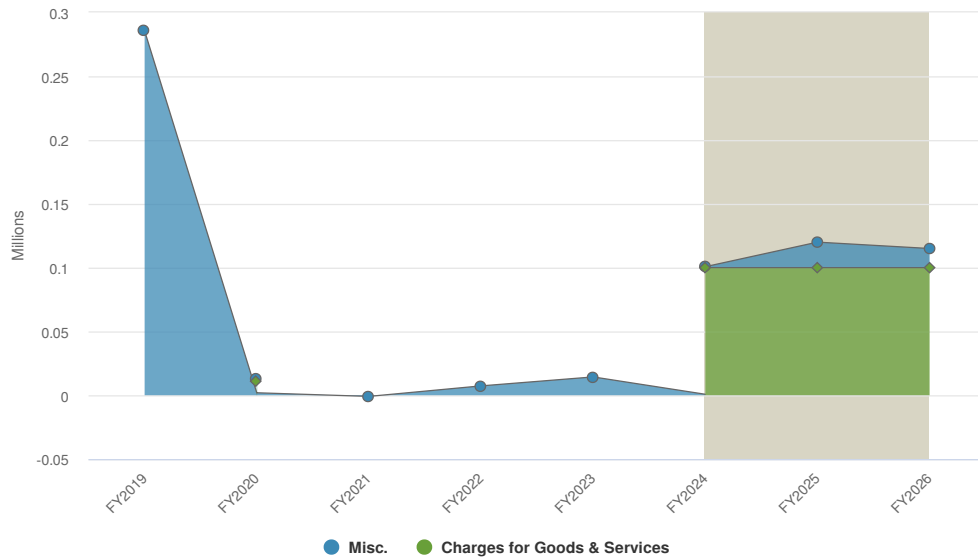
The City of Des Moines is projecting \$120K of revenue in FY2025, which represents a 19.1% increase over the prior year and \$115K of revenue in FY2026, which represents a 4.2% decrease over the prior year.

Budgeted expenditures are projected to increase by 0% or \$0 to \$0 in FY2025 and 0% or \$0 in FY2026.



Revenues by Source

Budgeted and Historical 2025 Revenues by Source



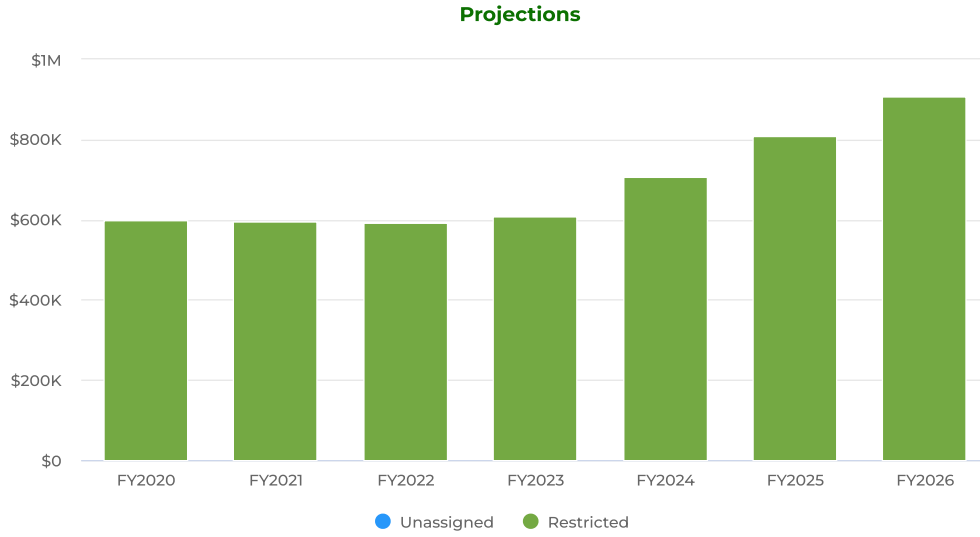
Grey background indicates budgeted figures.

Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Charges for Goods & Services						
GMA IMPACT FEES	\$0	\$100,000	\$100,000	\$100,000	\$100,000	0%
Total Charges for Goods & Services:	\$0	\$100,000	\$100,000	\$100,000	\$100,000	0%
Misc.						
INTEREST REVENUE	\$14,349	\$750	\$24,000	\$20,000	\$15,000	2,566.7%
Total Misc.:	\$14,349	\$750	\$24,000	\$20,000	\$15,000	2,566.7%
Total Revenue Source:	\$14,349	\$100,750	\$124,000	\$120,000	\$115,000	19.1%



Expenditures by Function

Fund Balance





Enterprise Funds

Enterprise Funds are funds used to account for business-like activities where fees are charged in the recovery of operating, debt and capital costs for a specific activity. The City of Des Moines has two enterprise funds: one for the marina and another for the surface water management utility.





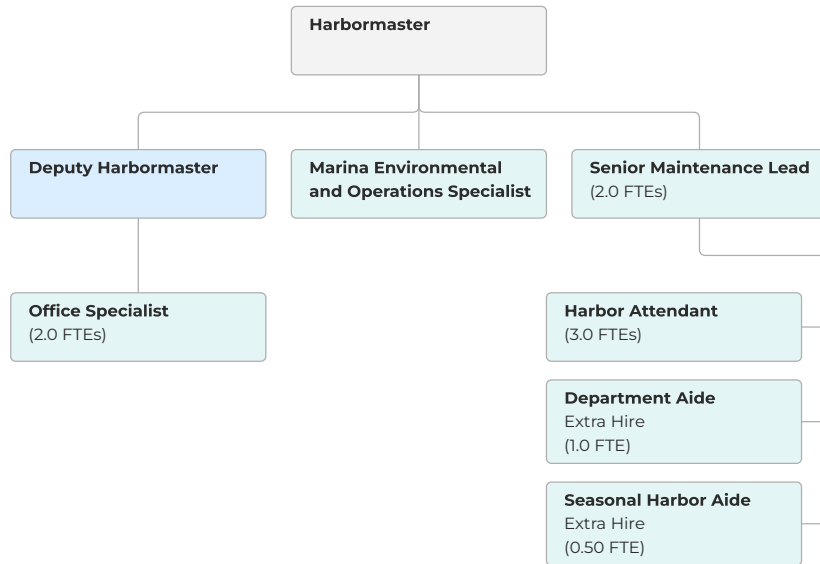
Marina Fund

The purpose of the Marina Fund is to account for revenues and expenditures related to Marina operations, construction and debt.

The City of Des Moines Marina is a full service marina on majestic Puget Sound. The marina is located on the east side of the East Passage of Puget Sound. The marina offers superior customer service to one-time visitors and long-term tenants; as well as, wet and dry moorage for 840 recreational vessels.

Organizational Chart

Marina Fund

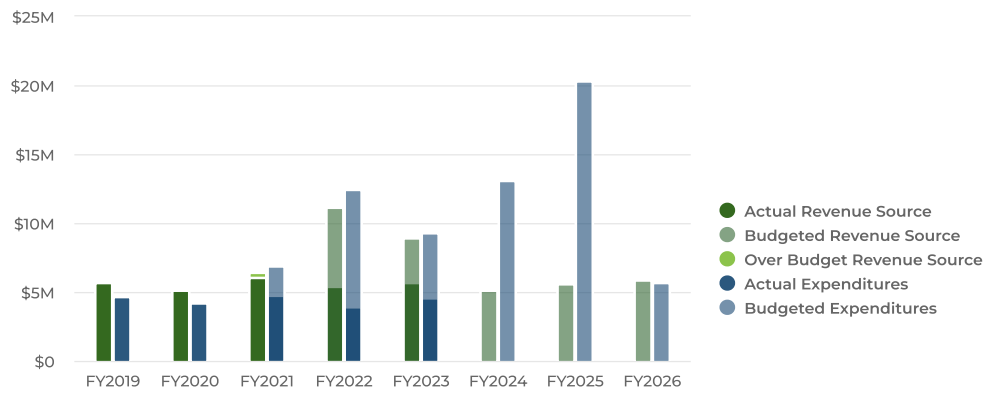


Summary

The City of Des Moines is projecting \$5.68M of revenue in FY2025, which represents a 10.1% increase over the prior year and \$5.92M of revenue in FY2026, which represents a 4.2% increase over the prior year.

Budgeted expenditures are projected to increase by 54.8% or \$7.21M to \$20.37M in FY2025 and 71.7% or \$14.6M in FY2026.

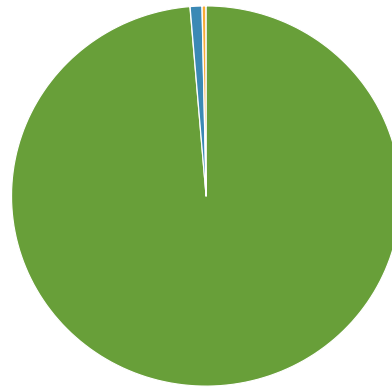
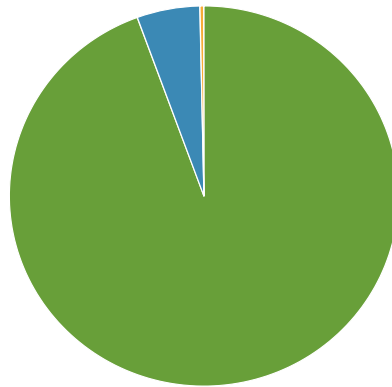




Revenues by Source

Projected 2025 Revenues by Source

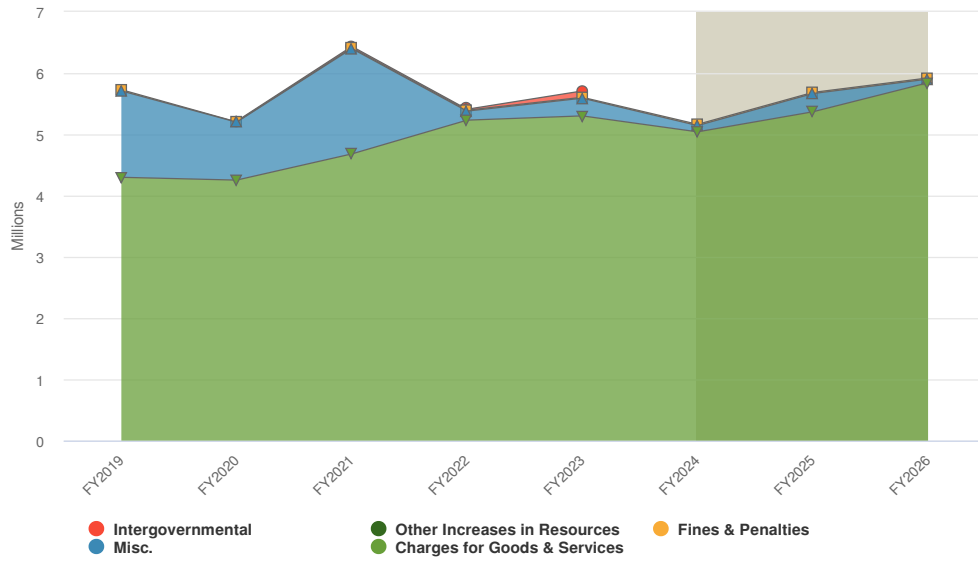
Projected 2026 Revenues by Source



● Charges for Goods & Services ● Misc. ● Fines & Penalties



Budgeted and Historical 2025 Revenues by Source



Grey background indicates budgeted figures.

Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Intergovernmental						
US DEPT OF INTERIOR	\$104,007	\$0	\$0	\$0	\$0	0%
Total Intergovernmental:	\$104,007	\$0	\$0	\$0	\$0	0%
Charges for Goods & Services						
General Govt.						
BAIT & ICE SALES	\$1,518	\$500	\$500	\$600	\$720	20%
FUEL PRODUCT SALES	\$761	\$1,000	\$1,000	\$1,000	\$1,200	0%
POP/CANDY SALES	\$181	\$500	\$500	\$500	\$600	0%
MISCELLANEOUS SALES	\$96	\$500	\$500	\$600	\$600	20%
Total General Govt.:	\$2,555	\$2,500	\$2,500	\$2,700	\$3,120	8%
Utilities						
SALES OF ELECTRICITY	\$94,752	\$100,000	\$100,000	\$100,000	\$120,000	0%
ELECTRICITY - ONM	\$5,453	\$5,000	\$5,000	\$5,500	\$6,600	10%
WATER/SEWER/SOLID WASTE	\$0	\$3,000	\$3,000	\$3,000	\$3,000	0%
Total Utilities:	\$100,205	\$108,000	\$108,000	\$108,500	\$129,600	0.5%
Transportation						



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
UNLEADED FUEL SALES	\$703,863	\$750,000	\$750,000	\$750,000	\$862,500	0%
DIESEL FUEL SALES	\$816,078	\$750,000	\$750,000	\$750,000	\$862,500	0%
PROPANE FUEL SALES	\$2,670	\$3,000	\$3,000	\$3,000	\$3,300	0%
Total Transportation:	\$1,522,610	\$1,503,000	\$1,503,000	\$1,503,000	\$1,728,300	0%
Culture & Rec.						
LAUNCHING FEES	\$4,078	\$3,000	\$3,000	\$2,000	\$2,000	-33.3%
MISCELLANEOUS SERVICES	\$210	\$500	\$500	\$500	\$600	0%
CASH OVER/SHORT	\$84	\$0	\$0	\$100	\$100	N/A
ADMINISTRATION FEE	\$2,408	\$1,000	\$1,000	\$1,000	\$1,500	0%
OVERNIGHT MOORAGE	\$134,532	\$100,000	\$100,000	\$100,000	\$120,000	0%
OVERNIGHT SHARED MOORAGE	\$252	\$300	\$300	\$200	\$200	-33.3%
STORAGE FEES	\$5,670	\$2,500	\$2,500	\$2,500	\$2,500	0%
MONTHLY MOORAGE	\$2,964,189	\$2,800,000	\$2,800,000	\$3,000,000	\$3,200,000	7.1%
DRY STORAGE	\$168,349	\$180,000	\$180,000	\$180,000	\$189,000	0%
WINTER MOORAGE	\$26,321	\$40,000	\$40,000	\$40,000	\$40,000	0%
LOCKERS	\$8,516	\$8,500	\$8,500	\$8,500	\$8,925	0%
LEASES	\$257,467	\$200,000	\$200,000	\$276,000	\$303,600	38%
SUB-LEASE CREDITS	-\$11,262	-\$5,000	-\$5,000	-\$5,000	-\$5,000	0%
SUB-LEASE REVENUE	\$13,371	\$6,000	\$6,000	\$6,000	\$6,600	0%
PARKING FEES - EXTENDED TERM	\$0	\$0	\$0	\$100	\$100	N/A
LIVEABOARD REVENUE	\$14,175	\$11,000	\$11,000	\$14,960	\$16,456	36%
MOORAGE (LSHD TAX EXEMPT)	\$17,770	\$12,000	\$12,000	\$26,040	\$28,644	117%
SMALL BALANCE WRITE-OFF	-\$6	\$15	\$15	\$15	\$15	0%
WAITING LIST ADMIN FEE	\$7,159	\$6,600	\$6,600	\$7,000	\$7,700	6.1%
BUILDING MAINTENANCE FEES	\$5,450	\$5,000	\$5,000	\$36,000	\$0	620%
TRAVEL LIFT EQP RENTAL FEE	\$7,975	\$8,000	\$8,000	\$9,000	\$9,450	12.5%
TRAVEL LIFT EQP MTC FEE	\$4,360	\$3,000	\$3,000	\$4,050	\$4,455	35%
LEASES (NON-TAXABLE)	\$45,252	\$45,252	\$45,252	\$45,252	\$45,252	0%
Total Culture & Rec.:	\$3,676,319	\$3,427,667	\$3,427,667	\$3,754,217	\$3,982,097	9.5%
Total Charges for Goods & Services:	\$5,301,689	\$5,041,167	\$5,041,167	\$5,368,417	\$5,843,117	6.5%
Fines & Penalties						
Non-Court Fines						
MOORAGE - LATE FEES	\$14,052	\$20,000	\$20,000	\$18,000	\$18,900	-10%
Total Non-Court Fines:	\$14,052	\$20,000	\$20,000	\$18,000	\$18,900	-10%
Total Fines & Penalties:	\$14,052	\$20,000	\$20,000	\$18,000	\$18,900	-10%

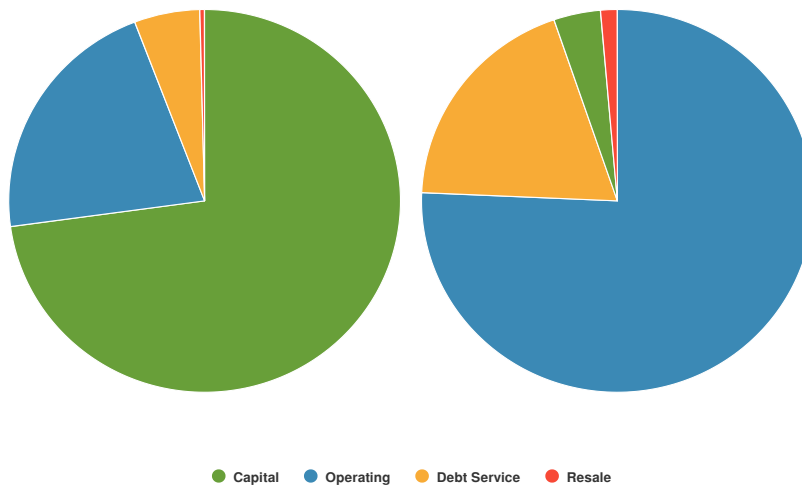


Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Misc.						
Interest and Other Earnings						
INTEREST REVENUE	\$261,318	\$90,000	\$520,000	\$280,000	\$40,000	211.1%
Total Interest and Other Earnings:	\$261,318	\$90,000	\$520,000	\$280,000	\$40,000	211.1%
Other						
MISC & NSF FEE - MARINA	\$120	\$200	\$200	\$230	\$230	15%
OTHER MISC CHARGES	\$33	\$100	\$100	\$100	\$150	0%
KEY CARD/KEY FOB SALES	\$2,280	\$2,500	\$2,500	\$3,000	\$3,600	20%
MISC REVENUE-NON TAXABLE	\$13,411	\$10,000	\$10,000	\$15,000	\$15,000	50%
Total Other:	\$15,844	\$12,800	\$12,800	\$18,330	\$18,980	43.2%
Recoveries						
INSURANCE RECOVERIES-NONOPERAT	\$12,148	\$0	\$0	\$0	\$0	0%
Total Recoveries:	\$12,148	\$0	\$0	\$0	\$0	0%
Total Misc.:	\$289,310	\$102,800	\$532,800	\$298,330	\$58,980	190.2%
Total Revenue Source:	\$5,709,057	\$5,163,967	\$5,593,967	\$5,684,747	\$5,920,997	10.1%

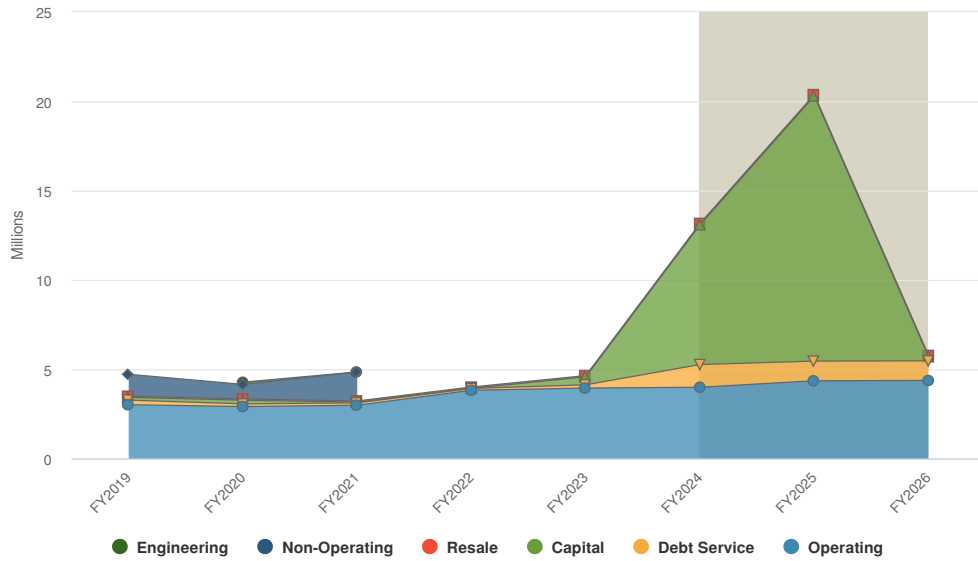
Expenditures by Function

Budgeted 2025 Expenditures by Function

Budgeted 2026 Expenditures by Function



Budgeted and Historical Expenditures by Function



Grey background indicates budgeted figures.

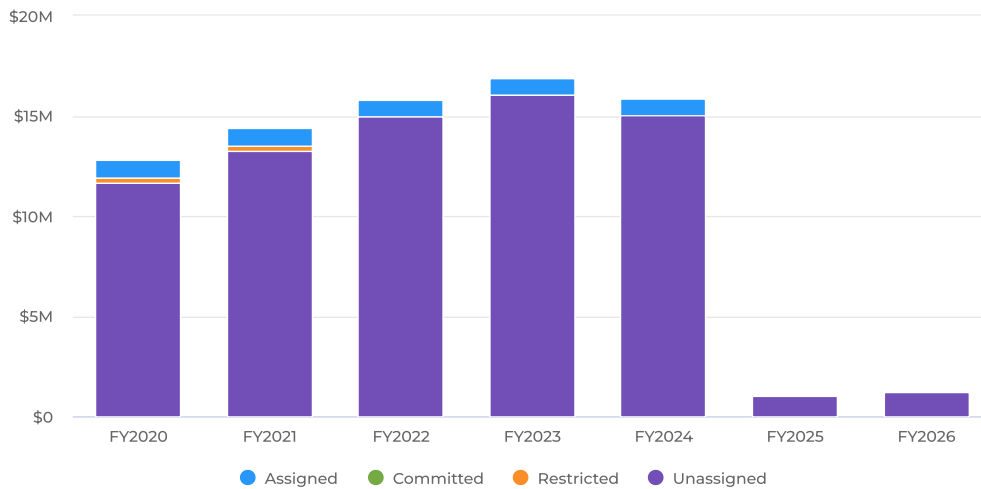
Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Engineering						
Supplies	\$23	\$0	\$0	\$0	\$0	0%
Total Engineering:	\$23	\$0	\$0	\$0	\$0	0%
Capital						
Salaries & Wages	\$55,241	\$0	\$0	\$0	\$0	0%
Personnel Benefits	\$17,521	\$0	\$0	\$0	\$0	0%
Services & Pass-Thru	\$42,321	\$135,000	\$135,000	\$148,500	\$163,350	10%
Capital	\$332,184	\$7,687,000	\$574,484	\$14,692,000	\$60,000	91.1%
Total Capital:	\$447,267	\$7,822,000	\$709,484	\$14,840,500	\$223,350	89.7%
Debt Service						
Debt - Principal	\$0	\$608,564	\$388,564	\$403,089	\$417,615	-33.8%
Debt - Interest	\$181,553	\$663,959	\$788,007	\$698,907	\$682,784	5.3%
Total Debt Service:	\$181,553	\$1,272,523	\$1,176,571	\$1,101,996	\$1,100,399	-13.4%
Operating						
Depreciation	\$189,134	\$0	\$0	\$0	\$0	0%



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Salaries & Wages	\$917,313	\$1,005,014	\$1,005,014	\$1,139,033	\$1,173,204	13.3%
Personnel Benefits	\$295,026	\$305,719	\$305,719	\$320,565	\$330,183	4.9%
Supplies	\$1,356,841	\$1,269,500	\$1,269,500	\$1,271,850	\$1,394,755	0.2%
Services & Pass-Thru	\$1,156,685	\$1,407,251	\$1,407,251	\$1,618,215	\$1,469,446	15%
Capital	\$28,000	\$0	\$0	\$0	\$0	0%
Total Operating:	\$3,943,001	\$3,987,484	\$3,987,484	\$4,349,663	\$4,367,588	9.1%
Resale						
Supplies	\$68,036	\$78,000	\$78,000	\$78,700	\$79,470	0.9%
Total Resale:	\$68,036	\$78,000	\$78,000	\$78,700	\$79,470	0.9%
Total Expenditures:	\$4,639,880	\$13,160,007	\$5,951,539	\$20,370,859	\$5,770,807	54.8%

Fund Balance

Projections



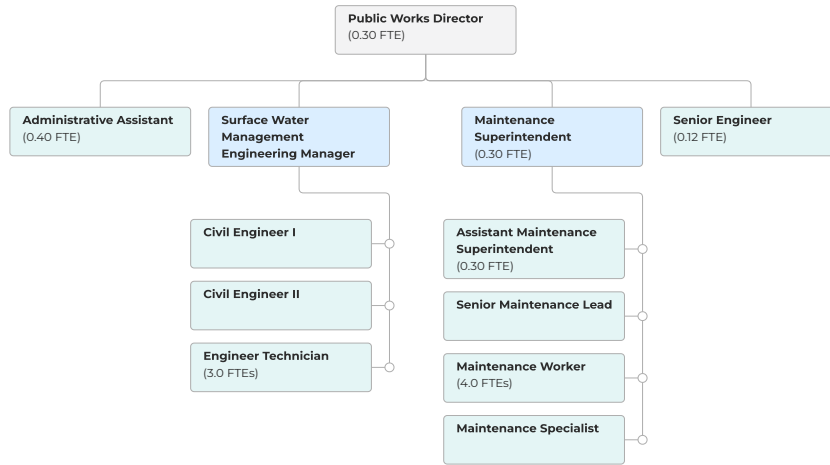


Surface Water Management (SWM) Fund

The purpose of the Surface Water Management (SWM) Fund is to account for revenues and expenses related to Surface Water Management operations and construction.

Organizational Chart

Surface Water Management Fund

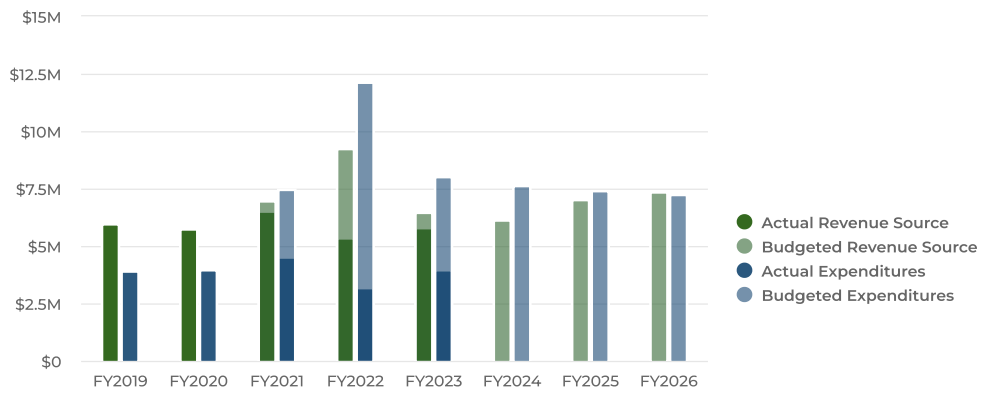


Summary

The City of Des Moines is projecting \$7.04M of revenue in FY2025, which represents a 14.2% increase over the prior year and \$7.37M of revenue in FY2026, which represents a 4.7% increase over the prior year.

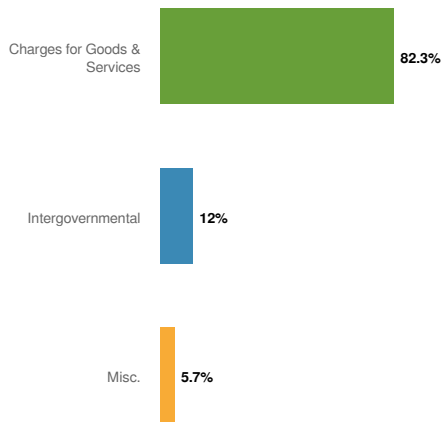
Budgeted expenditures are projected to decrease by 2.7% or \$209.95K to \$7.45M in FY2025 and 2.0% or \$146.4K in FY2026.



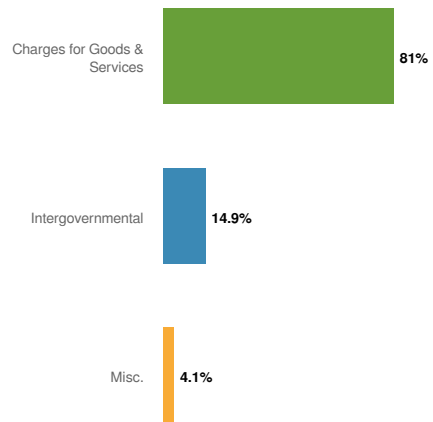


Revenues by Source

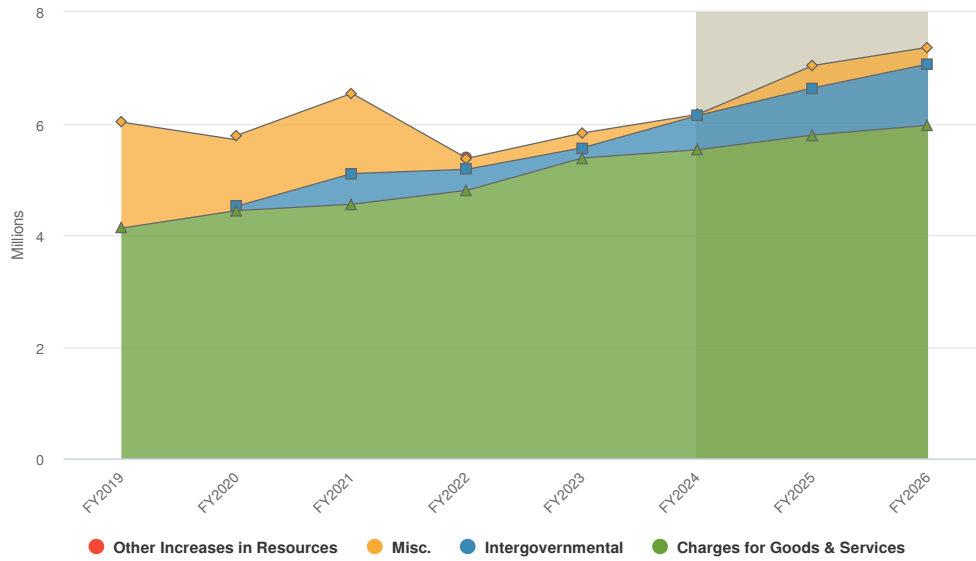
Projected 2025 Revenues by Source



Projected 2026 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



Grey background indicates budgeted figures.

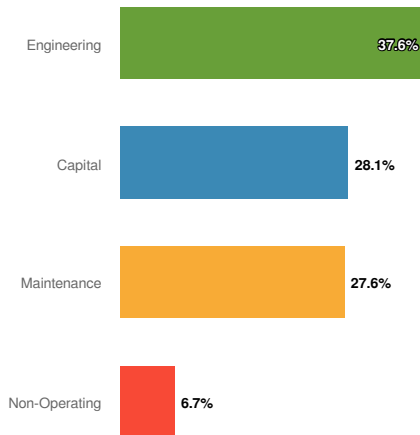
Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Intergovernmental						
SWM INTERGOVERNMENTAL	\$0	\$0	\$0	\$172,000	\$733,000	N/A
DEPT OF ECOLOGY	\$33,917	\$0	\$130,000	\$0	\$0	0%
LOCAL GRANTS	\$150,367	\$613,000	\$880,000	\$637,000	\$325,000	3.9%
DM CREEK RESTORATION PROJECT I	\$0	\$0	\$0	\$35,000	\$40,000	N/A
Total Intergovernmental:	\$184,283	\$613,000	\$1,010,000	\$844,000	\$1,098,000	37.7%
Charges for Goods & Services						
INTFND SVC CHRGS-MCI MTC SUPPO	\$430	\$0	\$0	\$0	\$0	0%
SWM ENGINEERING PLAN REVIEW	\$51,419	\$21,832	\$30,000	\$31,000	\$32,000	42%
STORM DRAINAGE FEES	\$5,287,703	\$5,432,504	\$5,432,504	\$5,725,201	\$5,896,957	5.4%
SWM INSTALLATION FEES	\$6,796	\$3,000	\$3,000	\$3,100	\$3,200	3.3%
DRAINAGE PERMIT FEE	\$1,203	\$600	\$6,000	\$3,000	\$3,000	400%
STRM DRAINAGE (ST SWEEP) SVC	\$1,760	\$1,500	\$1,500	\$1,700	\$1,750	13.3%
STRN DRAINAGE HOOK UP FEES	\$31,917	\$70,000	\$90,000	\$30,000	\$31,000	-57.1%



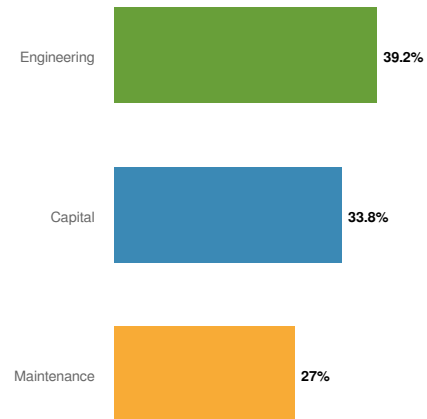
Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Total Charges for Goods & Services:	\$5,381,228	\$5,529,436	\$5,563,004	\$5,794,001	\$5,967,907	4.8%
Misc.						
INTEREST REVENUE	\$246,704	\$20,000	\$452,000	\$400,000	\$300,000	1,900%
JUDGMENTS AND SETTLEMENTS	\$17,414	\$0	\$0	\$0	\$0	0%
Total Misc.:	\$264,118	\$20,000	\$452,000	\$400,000	\$300,000	1,900%
Total Revenue Source:	\$5,829,629	\$6,162,436	\$7,025,004	\$7,038,001	\$7,365,907	14.2%

Expenditures by Function

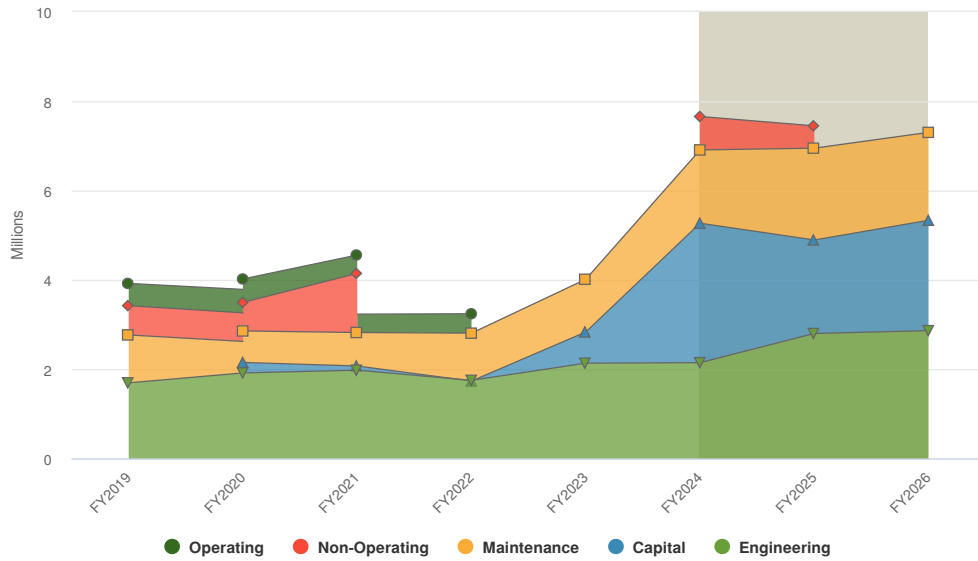
Budgeted 2025 Expenditures by Function



Budgeted 2026 Expenditures by Function



Budgeted and Historical Expenditures by Function



Grey background indicates budgeted figures.

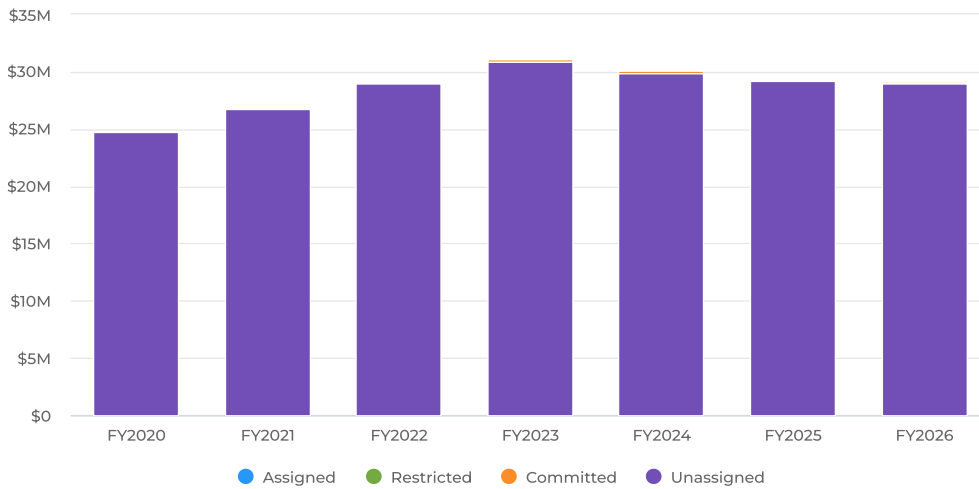
Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Engineering						
Depreciation	\$35,193	\$0	\$0	\$0	\$0	0%
Salaries & Wages	\$522,987	\$644,841	\$644,841	\$851,912	\$877,469	32.1%
Personnel Benefits	\$200,952	\$246,710	\$246,710	\$233,721	\$240,733	-5.3%
Supplies	\$10,647	\$13,100	\$13,100	\$13,650	\$14,400	4.2%
Services & Pass-Thru	\$1,363,783	\$1,239,939	\$1,618,766	\$1,699,033	\$1,730,078	37%
Total Engineering:	\$2,133,563	\$2,144,590	\$2,523,417	\$2,798,316	\$2,862,680	30.5%
Capital						
Salaries & Wages	\$20,590	\$0	\$0	\$0	\$0	0%
Personnel Benefits	\$7,108	\$0	\$0	\$0	\$0	0%
Capital	\$670,674	\$3,123,000	\$3,123,000	\$2,094,000	\$2,470,000	-32.9%
Total Capital:	\$698,372	\$3,123,000	\$3,123,000	\$2,094,000	\$2,470,000	-32.9%
Maintenance						
Depreciation	-\$82,954	\$0	\$0	\$0	\$0	0%
Salaries & Wages	\$475,093	\$580,776	\$580,776	\$753,879	\$776,495	29.8%



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Personnel Benefits	\$177,699	\$199,928	\$199,928	\$183,522	\$250,903	-8.2%
Supplies	\$94,209	\$103,000	\$103,000	\$106,000	\$112,650	2.9%
Services & Pass-Thru	\$467,084	\$756,687	\$757,687	\$1,012,317	\$828,906	33.8%
Capital	\$49,051	\$0	\$0	\$0	\$0	0%
Total Maintenance:	\$1,180,182	\$1,640,391	\$1,641,391	\$2,055,718	\$1,968,954	25.3%
Non-Operating						
Debt - Interest	\$0	\$750,000	\$750,000	\$0	\$0	-100%
Transfers Out	\$0	\$0	\$0	\$500,000	\$0	N/A
Total Non-Operating:	\$0	\$750,000	\$750,000	\$500,000	\$0	-33.3%
Total Expenditures:	\$4,012,116	\$7,657,981	\$8,037,808	\$7,448,034	\$7,301,634	-2.7%

Fund Balance

Projections





Internal Service Funds

Internal Service Funds are funds used to account for business-like activities where fees are charged to city departments for recovery of both operating and capital activity costs.





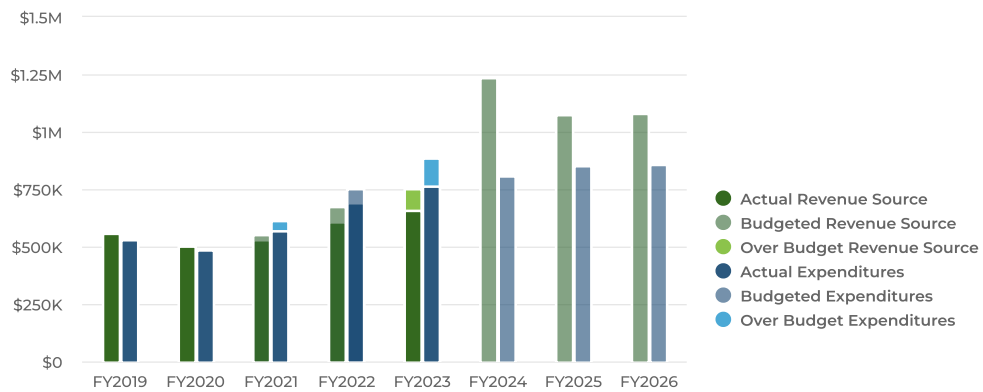
Equipment Rental Operations Fund

The purpose of the Equipment Rental Operations fund is for the receipt and expense of moneys used to finance the maintenance of rolling stock and equipment.

Summary

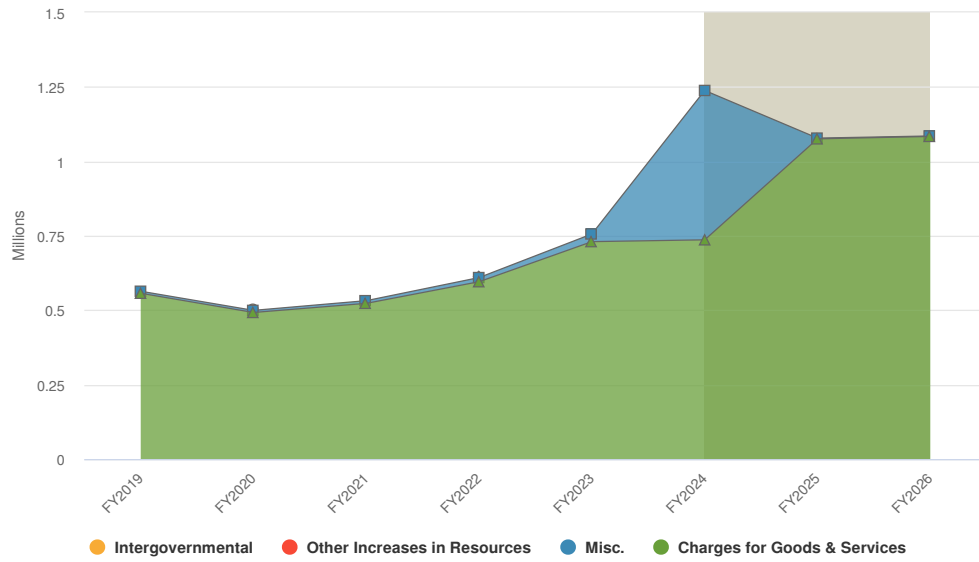
The City of Des Moines is projecting \$1.08M of revenue in FY2025, which represents a 12.9% decrease over the prior year and \$1.09M of revenue in FY2026, which represents a 0.7% increase over the prior year.

Budgeted expenditures are projected to increase by 5.5% or \$44.36K to \$855.44K in FY2025 and 0.9% or \$7.89K in FY2026.



Revenues by Source

Budgeted and Historical 2025 Revenues by Source



Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Charges for Goods & Services						
Internal Service Funds						
FUEL SALES-INTERNAL-UNLEADED	\$267,105	\$240,000	\$240,000	\$240,000	\$240,000	0%
FUEL SALES-INTERNAL-DIESEL	\$24,714	\$25,000	\$25,000	\$25,000	\$25,000	0%
FUEL SALES-EXTERNAL-UNLEADED	\$22,162	\$20,000	\$20,000	\$20,000	\$20,000	0%
FUEL SALES-EXTERNAL-DIESEL	\$8,955	\$8,000	\$8,000	\$10,000	\$10,000	25%
INTERFUND ASSESSMENTS	\$407,274	\$443,274	\$443,274	\$780,476	\$788,606	76.1%
Total Internal Service Funds:	\$730,211	\$736,274	\$736,274	\$1,075,476	\$1,083,606	46.1%
Total Charges for Goods & Services:	\$730,211	\$736,274	\$736,274	\$1,075,476	\$1,083,606	46.1%
Misc.						
Interest and Other Earnings						
INTEREST REVENUE	\$3,664	\$1,750	\$3,500	\$2,500	\$1,500	42.9%
Total Interest and Other Earnings:	\$3,664	\$1,750	\$3,500	\$2,500	\$1,500	42.9%
Other						
INTERFUND LOAN RECEIVED	\$0	\$500,000	\$0	\$0	\$0	-100%
OTHER MISCELLANEOUS REVENUES	\$1,092	\$0	\$3,852	\$0	\$0	0%
Total Other:	\$1,092	\$500,000	\$3,852	\$0	\$0	-100%
Recoveries						
INSURANCE RECOVERIES	\$20,987	\$0	\$13,776	\$0	\$0	0%
Total Recoveries:	\$20,987	\$0	\$13,776	\$0	\$0	0%
Disposition of Capital Assets						
INSURANCE RECOVERIES-CAPITAL A	\$0	\$0	\$829	\$0	\$0	0%
Total Disposition of Capital Assets:	\$0	\$0	\$829	\$0	\$0	0%
Total Misc.:	\$25,743	\$501,750	\$21,957	\$2,500	\$1,500	-99.5%
Total Revenue Source:	\$755,954	\$1,238,024	\$758,231	\$1,077,976	\$1,085,106	-12.9%

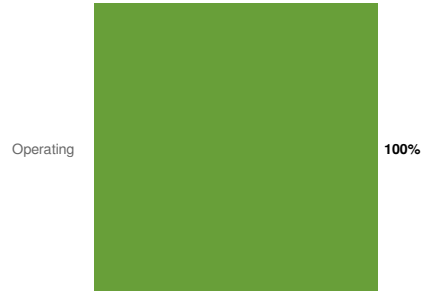


Expenditures by Function

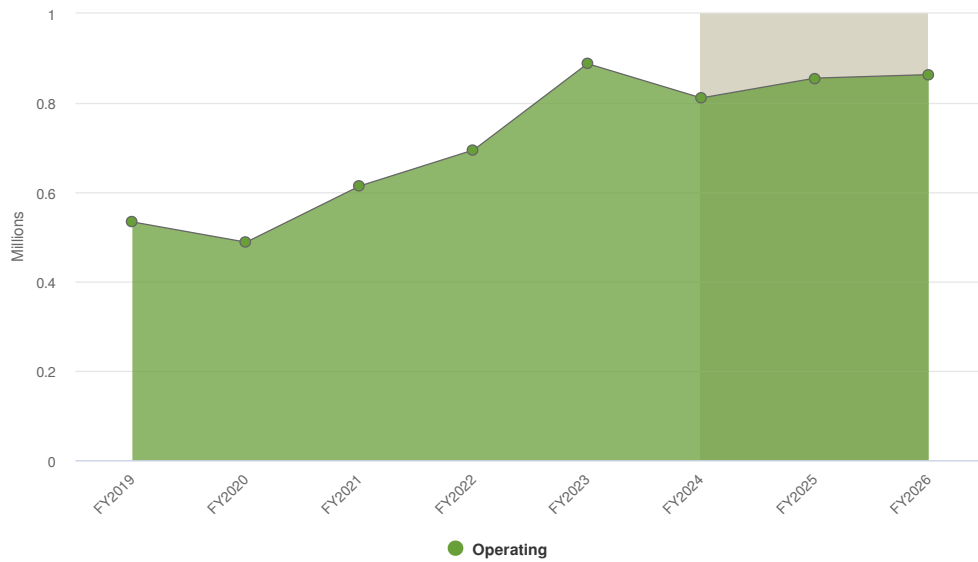
Budgeted 2025 Expenditures by Function



Budgeted 2026 Expenditures by Function



Budgeted and Historical Expenditures by Function



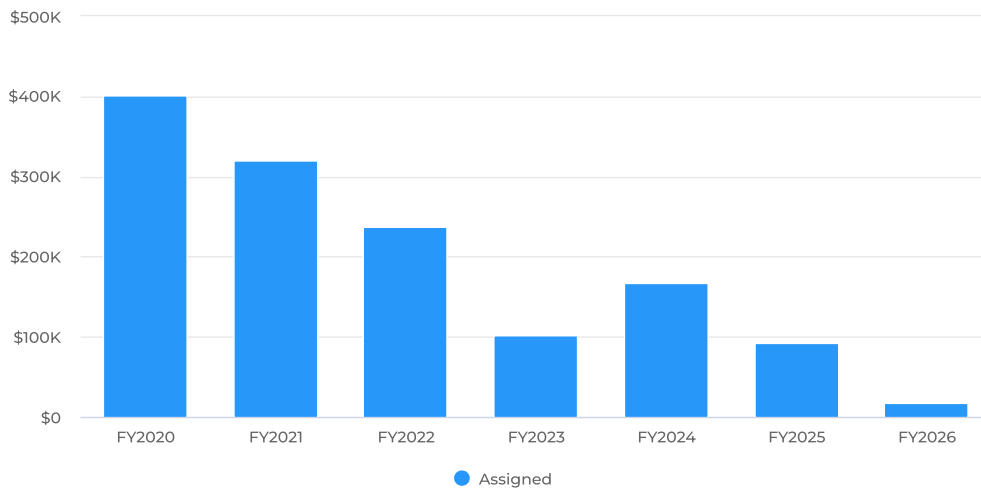
Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Operating						
Depreciation	\$21,877	\$0	\$0	\$0	\$0	0%
Salaries & Wages	\$186,598	\$214,919	\$189,077	\$231,219	\$238,156	7.6%
Personnel Benefits	\$73,803	\$76,388	\$71,931	\$77,062	\$79,374	0.9%
Supplies	\$468,905	\$403,984	\$309,773	\$408,984	\$413,984	1.2%
Services & Pass-Thru	\$136,741	\$115,791	\$121,791	\$138,173	\$131,815	19.3%
Total Operating:	\$887,924	\$811,082	\$692,572	\$855,438	\$863,329	5.5%
Total Expenditures:	\$887,924	\$811,082	\$692,572	\$855,438	\$863,329	5.5%

Fund Balance

Projections





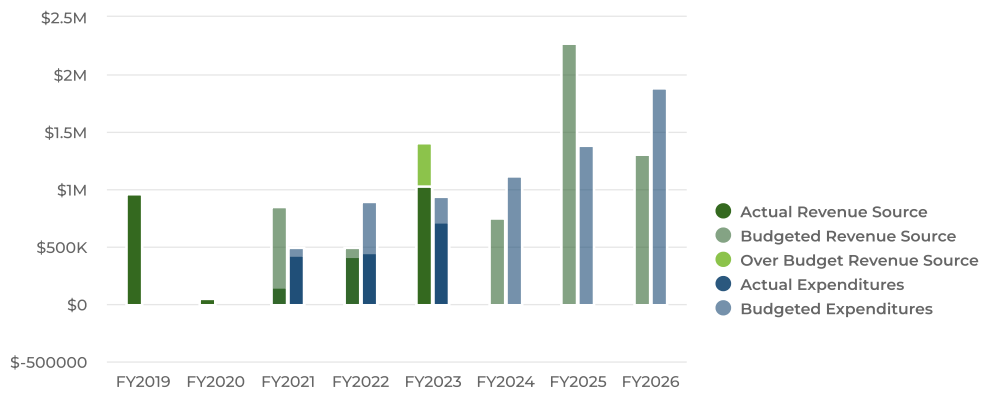
Equipment Rental Replacement Fund

The purpose of the Equipment Rental Replacement fund is to account for the receipt and expense of moneys used to finance the replacement of rolling stock and equipment.

Summary

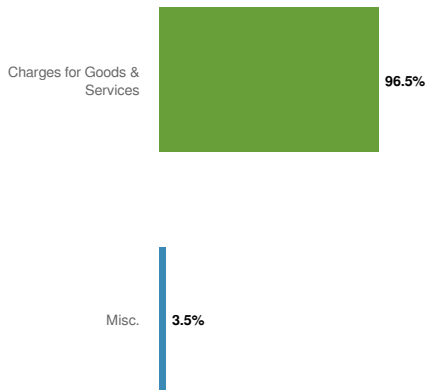
The City of Des Moines is projecting \$2.28M of revenue in FY2025, which represents a 202.8% increase over the prior year and \$1.31M of revenue in FY2026, which represents a 42.5% decrease over the prior year.

Budgeted expenditures are projected to increase by 23.8% or \$267K to \$1.39M in FY2025 and 35.9% or \$498.6K in FY2026.

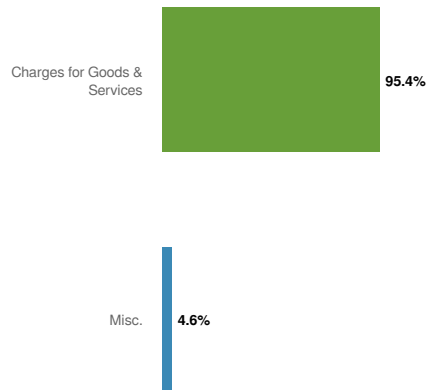


Revenues by Source

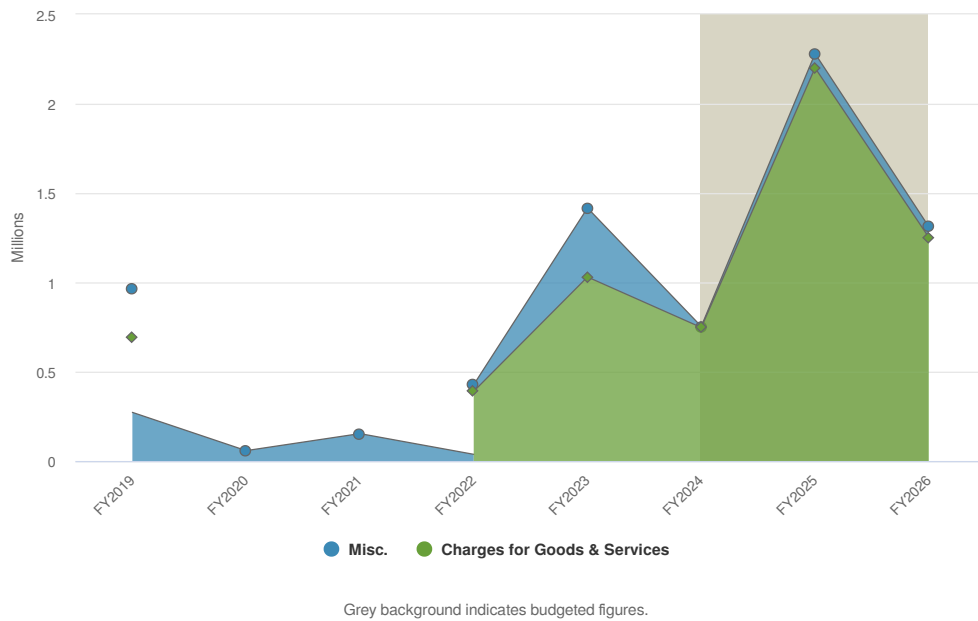
Projected 2025 Revenues by Source



Projected 2026 Revenues by Source



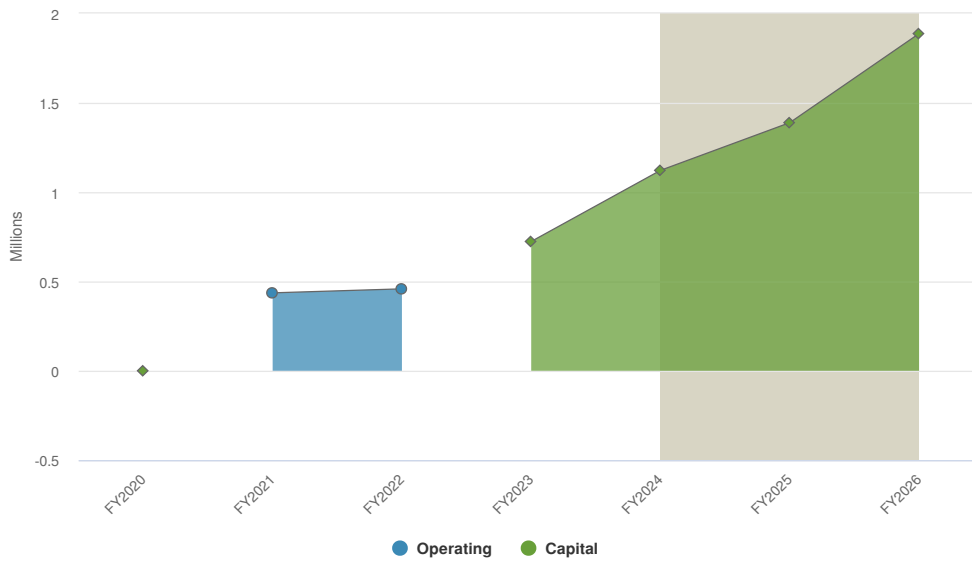
Budgeted and Historical 2025 Revenues by Source



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Charges for Goods & Services						
INTERFUND ASSESSMENTS	\$1,030,106	\$747,280	\$747,280	\$2,200,778	\$1,251,565	194.5%
Total Charges for Goods & Services:	\$1,030,106	\$747,280	\$747,280	\$2,200,778	\$1,251,565	194.5%
Misc.						
INTEREST REVENUE	\$63,329	\$6,000	\$120,000	\$80,000	\$60,000	1,233.3%
INSURANCE RECOVERIES-NONOPERAT	\$80,567	\$0	\$0	\$0	\$0	0%
GAIN (LOSS) DISPOSAL OF CAPITA	\$4,675	\$0	\$0	\$0	\$0	0%
INSURANCE RECOVERIES-CAPITAL A	\$80,025	\$0	\$0	\$0	\$0	0%
XFER IN FROM ARPA	\$157,723	\$0	\$0	\$0	\$0	0%
Total Misc.:	\$386,320	\$6,000	\$120,000	\$80,000	\$60,000	1,233.3%
Total Revenue Source:	\$1,416,426	\$753,280	\$867,280	\$2,280,778	\$1,311,565	202.8%

Expenditures by Function

Budgeted and Historical Expenditures by Function

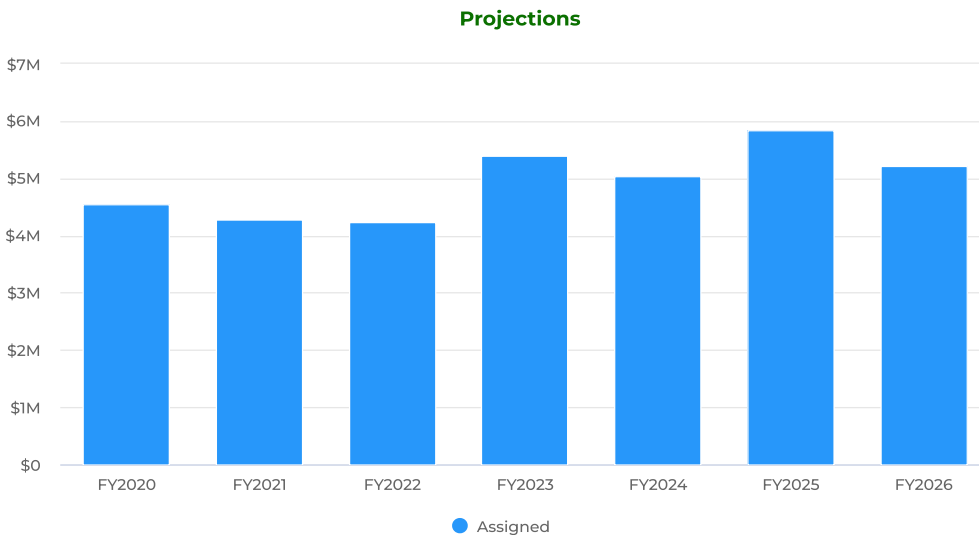


Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Capital						
Undefined						
MUNICIPAL COURT VEHICLES	\$0	\$0	\$0	\$0	\$70,000	0%
VEHICLE REPLACE-POLICE	\$180,820	\$600,000	\$600,000	\$450,000	\$495,000	-25%
VEHICLE REPLACE-SWM	\$248,750	\$0	\$0	\$700,000	\$300,000	N/A
VEHICLE REPLACE-STREETS	\$176,083	\$280,000	\$280,000	\$154,000	\$218,600	-45%
PBPW EQUIPMENT	\$0	\$75,000	\$75,000	\$30,000	\$35,000	-60%
VEHICLE REPLACE-SENIOR SERVICE	\$0	\$0	\$0	\$0	\$45,000	0%
VEHICLE REPLACE-RECREATION	\$0	\$40,000	\$40,000	\$0	\$45,000	-100%
VEHICLE REPLACE - MARINA	\$42,237	\$67,000	\$67,000	\$55,000	\$483,000	-17.9%
VEHICLE REPLACE PARKS	\$75,969	\$60,000	\$60,000	\$0	\$196,000	-100%
Total Undefined:	\$723,858	\$1,122,000	\$1,122,000	\$1,389,000	\$1,887,600	23.8%
Total Capital:	\$723,858	\$1,122,000	\$1,122,000	\$1,389,000	\$1,887,600	23.8%
Total Expenditures:	\$723,858	\$1,122,000	\$1,122,000	\$1,389,000	\$1,887,600	23.8%

Fund Balance





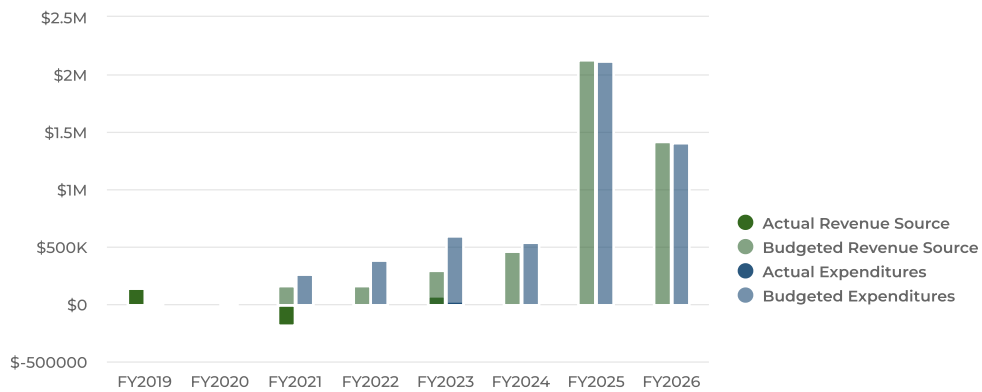
Facility Repair and Replacement Fund

The purpose of the Facility Repair and Replacement Fund is to account for the receipt and expense of moneys used to finance major maintenance, upgrade, or replacement of city facilities.

Summary

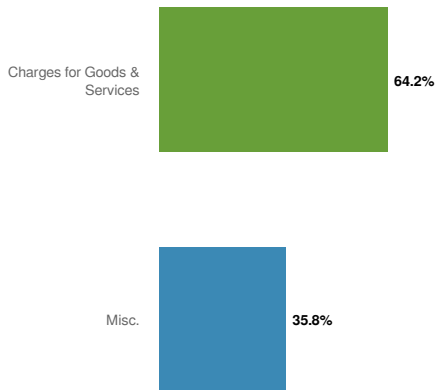
The City of Des Moines is projecting \$2.13M of revenue in FY2025, which represents a 361.5% increase over the prior year and \$1.42M of revenue in FY2026, which represents a 33.2% decrease over the prior year.

Budgeted expenditures are projected to increase by 287.7% or \$1.57M to \$2.12M in FY2025 and 33.1% or \$701.03K in FY2026.

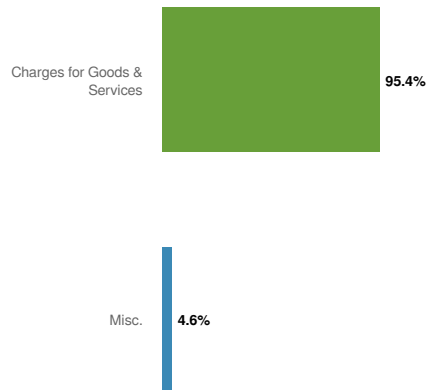


Revenues by Source

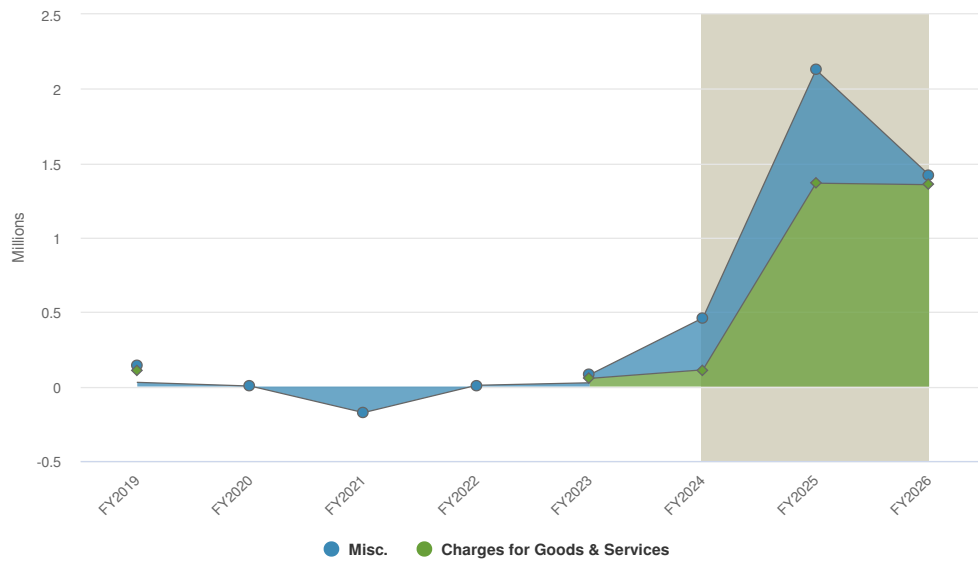
Projected 2025 Revenues by Source



Projected 2026 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



Grey background indicates budgeted figures.

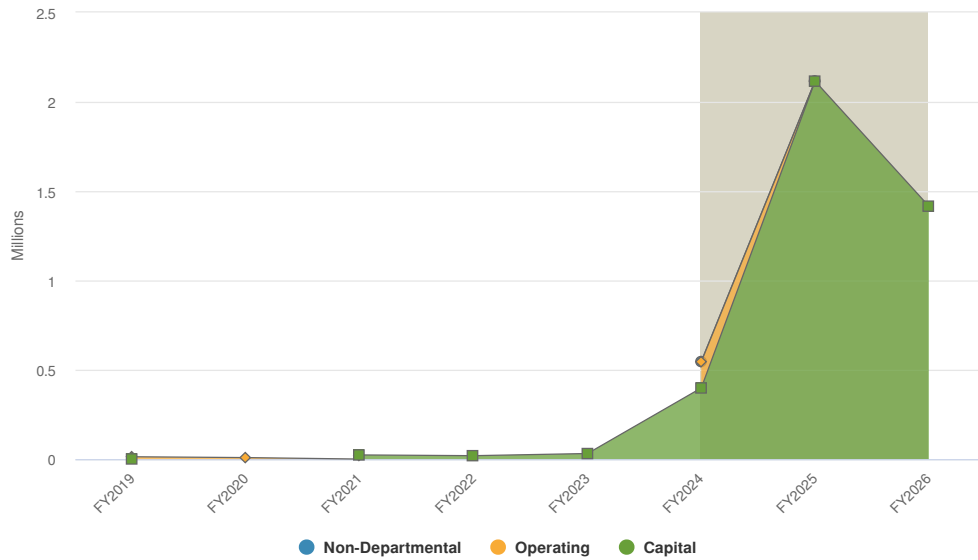


Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Charges for Goods & Services						
INTERFUND ASSESSMENTS	\$54,635	\$112,150	\$112,150	\$1,366,000	\$1,356,000	1,118%
<i>Service Center Fueling Station Canopy & Fuel Tank Replacement - Facility Repair & Replace Fund Transfer</i>	\$0	\$0	\$9,524	\$116,000	\$1,271,000	N/A
<i>City Hall Canopy Repairs - Facility Repair & Replace Fund Transfer</i>	\$0	\$0	\$0	\$0	\$0	N/A
<i>PW Service Center and PD Vehicle Gate Repairs - Facility Repair & Replace Fund Transfer</i>	\$0	\$0	\$0	\$0	\$0	N/A
<i>City Fiber Loop Completion - Facility Repair & Replace Fund Transfer</i>	\$0	\$0	\$102,626	\$1,250,000	\$0	N/A
<i>LED Exterior Lighting - Facility Repair & Replace Fund Transfer</i>	\$0	\$0	\$0	\$0	\$85,000	0%
Total Charges for Goods & Services:	\$54,635	\$112,150	\$112,150	\$1,366,000	\$1,356,000	1,118%
Misc.						
INTEREST REVENUE	\$14,345	\$10,000	\$24,000	\$20,000	\$15,000	100%
FAC REPAIR & REPLMNT OTH FIN	\$0	\$0	\$0	\$0	\$0	N/A
<i>Jan 2024 Activity Center Damage Repair - Insurance Payout</i>	\$0	\$0	\$0	\$0	\$0	N/A
XFER IN GENERAL FUND	\$0	\$51,000	\$0	\$0	\$0	-100%
<i>Court Security Improvements - General Fund Transfer</i>	\$0	\$0	\$0	\$0	\$0	N/A
<i>Police Security Improvements - General Fund Transfer</i>	\$0	\$0	\$0	\$0	\$0	N/A
XFER IN REET 1	\$0	\$178,000	\$178,000	\$627,000	\$50,000	252.2%
<i>Founders' Lodge Improvements - REET 1</i>	\$0	\$0	\$163,805	\$577,000	\$0	N/A
<i>Citywide Mechanical & HVAC Equipment and Roofing Replacements - REET 1</i>	\$0	\$0	\$14,195	\$50,000	\$50,000	N/A
XFER IN FROM ONE TIME TAX	\$10,772	\$110,000	\$110,000	\$115,000	\$0	4.5%
<i>City Hall Suite D Security Improvements - One Time Tax</i>	\$0	\$0	\$0	\$0	\$0	N/A
<i>Service Center Fueling Station Canopy & Fuel Tank Replacement - One Time Tax</i>	\$0	\$0	\$110,000	\$115,000	\$0	N/A
Total Misc.:	\$25,117	\$349,000	\$312,000	\$762,000	\$65,000	118.3%
Total Revenue Source:	\$79,752	\$461,150	\$424,150	\$2,128,000	\$1,421,000	361.5%



Expenditures by Function

Budgeted and Historical Expenditures by Function



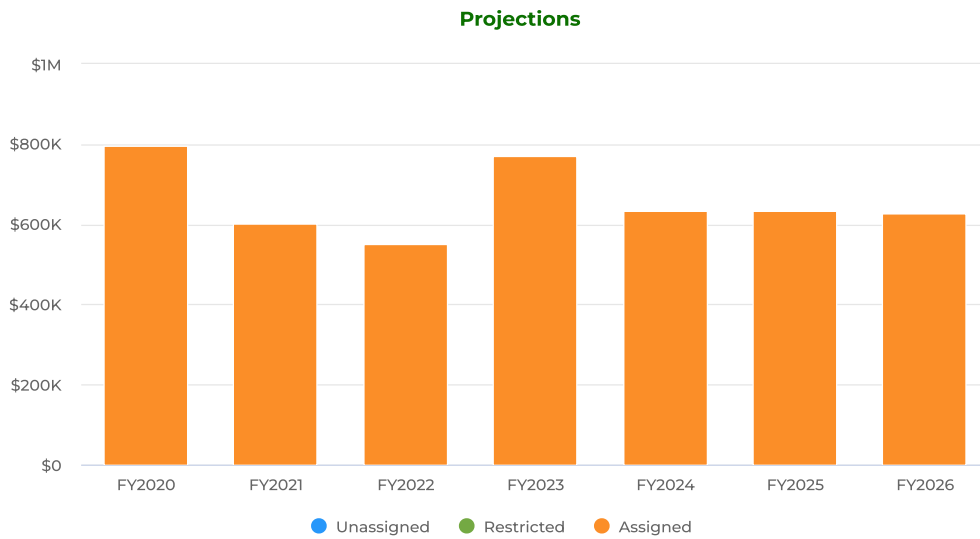
Grey background indicates budgeted figures.

Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Non-Departmental						
Undefined						
Transfers Out	\$0	\$1,000	\$1,000	\$1,000	\$0	0%
Total Undefined:	\$0	\$1,000	\$1,000	\$1,000	\$0	0%
Total Non-Departmental:	\$0	\$1,000	\$1,000	\$1,000	\$0	0%
Capital						
Undefined						
Salaries & Wages	\$0	\$0	\$0	\$6,076	\$7,595	N/A
Personnel Benefits	\$0	\$0	\$0	\$1,809	\$2,263	N/A
Capital	\$30,949	\$398,000	\$398,000	\$2,108,000	\$1,406,000	429.6%
Total Undefined:	\$30,949	\$398,000	\$398,000	\$2,115,885	\$1,415,858	431.6%
Total Capital:	\$30,949	\$398,000	\$398,000	\$2,115,885	\$1,415,858	431.6%
Operating						
Undefined						



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Services & Pass-Thru	\$0	\$147,000	\$147,000	\$0	\$0	-100%
Total Undefined:	\$0	\$147,000	\$147,000	\$0	\$0	-100%
Total Operating:	\$0	\$147,000	\$147,000	\$0	\$0	-100%
Total Expenditures:	\$30,949	\$546,000	\$546,000	\$2,116,885	\$1,415,858	287.7%

Fund Balance





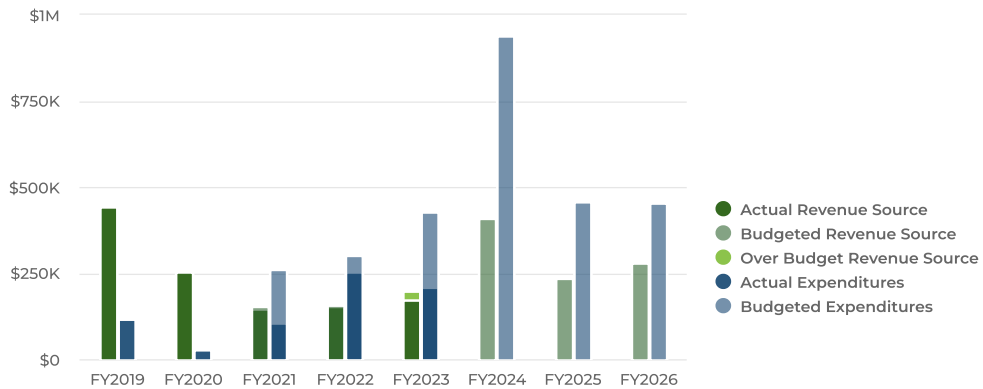
Computer Replacement Fund

The purpose of the Computer Replacement Fund is to account for the receipt and expense of moneys used to finance the purchase and replacement of computer hardware and software.

Summary

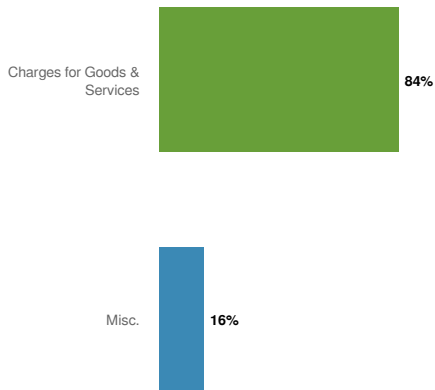
The City of Des Moines is projecting \$238K of revenue in FY2025, which represents a 42.3% decrease over the prior year and \$280K of revenue in FY2026, which represents a 17.6% increase over the prior year.

Budgeted expenditures are projected to decrease by 51.1% or \$479.99K to \$460K in FY2025 and 1.1% or \$5K in FY2026.

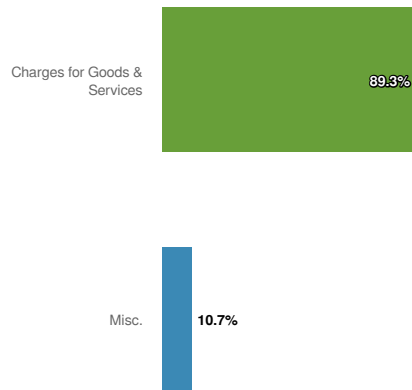


Revenues by Source

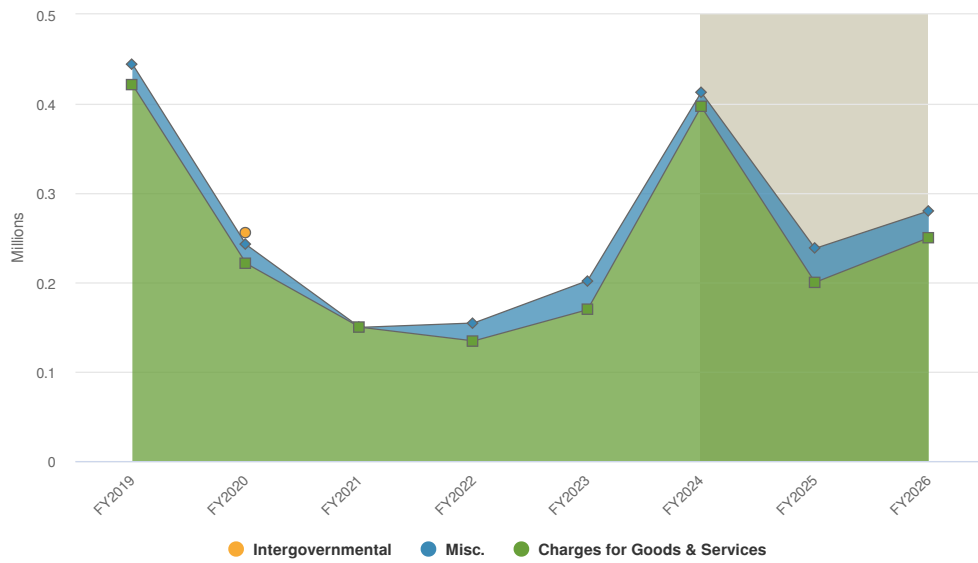
Projected 2025 Revenues by Source



Projected 2026 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



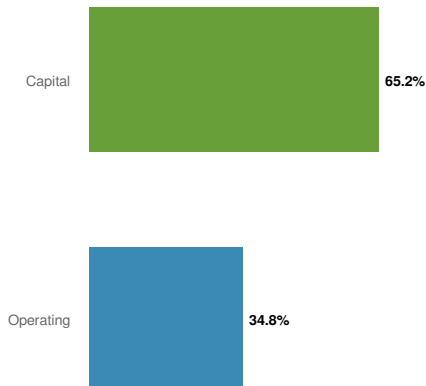
Grey background indicates budgeted figures.



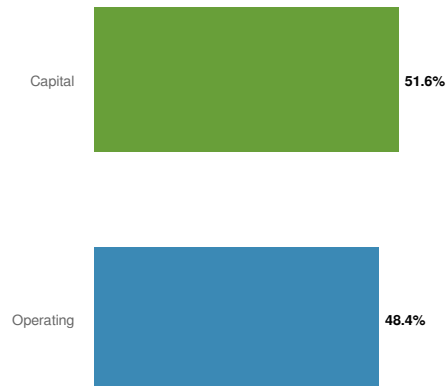
Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Charges for Goods & Services						
INTERFUND ASSESSMENTS	\$169,353	\$396,800	\$396,800	\$200,000	\$250,000	-49.6%
Total Charges for Goods & Services:	\$169,353	\$396,800	\$396,800	\$200,000	\$250,000	-49.6%
Misc.						
INTEREST REVENUE	\$32,468	\$16,000	\$48,000	\$38,000	\$30,000	137.5%
Total Misc.:	\$32,468	\$16,000	\$48,000	\$38,000	\$30,000	137.5%
Total Revenue Source:	\$201,821	\$412,800	\$444,800	\$238,000	\$280,000	-42.3%

Expenditures by Function

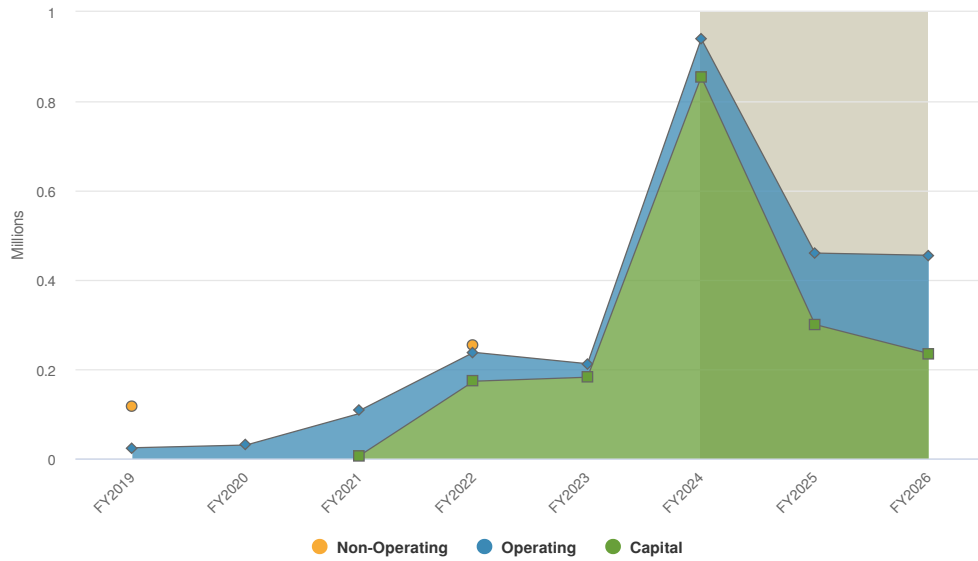
Budgeted 2025 Expenditures by Function



Budgeted 2026 Expenditures by Function



Budgeted and Historical Expenditures by Function



Grey background indicates budgeted figures.

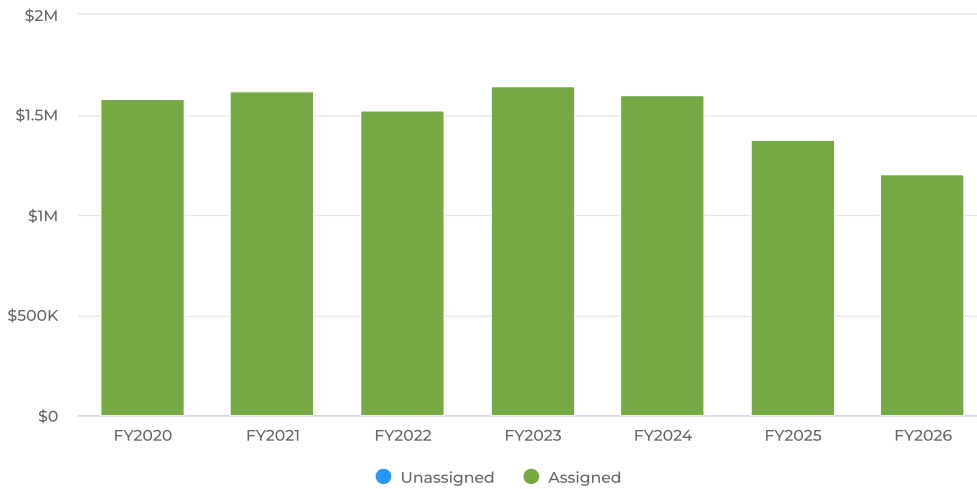
Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Capital						
SOFTWARE >\$5,000	\$0	\$21,250	\$90,000	\$50,000	\$50,000	135.3%
SERVER EQUIPMENT >\$5,000	\$80,808	\$80,000	\$0	\$10,000	\$10,000	-87.5%
NETWORK EQUIP >\$5,000	\$29,177	\$93,891	\$0	\$45,000	\$45,000	-52.1%
PRINTERS >\$5,000	\$0	\$1,500	\$0	\$0	\$0	-100%
OTHER SYSTEMS >\$5,000	\$0	\$175,000	\$80,000	\$70,000	\$70,000	-60%
POLICE MDC >\$5,000	\$0	\$0	\$0	\$25,000	\$25,000	N/A
OTHER SYSTEMS >\$5,000	\$12,500	\$75,000	\$50,000	\$50,000	\$5,000	-33.3%
SOFTWARE > \$5,000	\$0	\$250,000	\$0	\$0	\$0	-100%
NETWORK EQUIP >\$5,000	\$0	\$8,000	\$0	\$0	\$0	-100%
NETWORK > \$5,000	\$9,726	\$0	\$0	\$0	\$0	0%
OTHER SYSTEMS >\$5,000	\$49,747	\$150,000	\$120,000	\$50,000	\$30,000	-66.7%
Total Capital:	\$181,958	\$854,641	\$340,000	\$300,000	\$235,000	-64.9%



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Operating						
SOFTWARE >\$5,000	\$0	\$0	\$0	\$0	\$60,000	0%
SOFTWARE < \$5,000	\$0	\$35,344	\$0	\$70,000	\$70,000	98.1%
SERVER EQUIPMENT < \$5,000	\$18,991	\$50,000	\$0	\$20,000	\$20,000	-60%
NETWORK EQUIP < \$5,000	\$3,374	\$0	\$0	\$70,000	\$70,000	N/A
POLICE MDC <\$5,000	\$4,284	\$0	\$2,322	\$0	\$0	0%
OTHER SYSTEMS < \$5,000	\$492	\$0	\$0	\$0	\$0	0%
OTHER SYSTEMS < \$5,000	\$3,112	\$0	\$0	\$0	\$0	0%
Total Operating:	\$30,253	\$85,344	\$2,322	\$160,000	\$220,000	87.5%
Total Expenditures:	\$212,211	\$939,985	\$342,322	\$460,000	\$455,000	-51.1%

Fund Balance

Projections





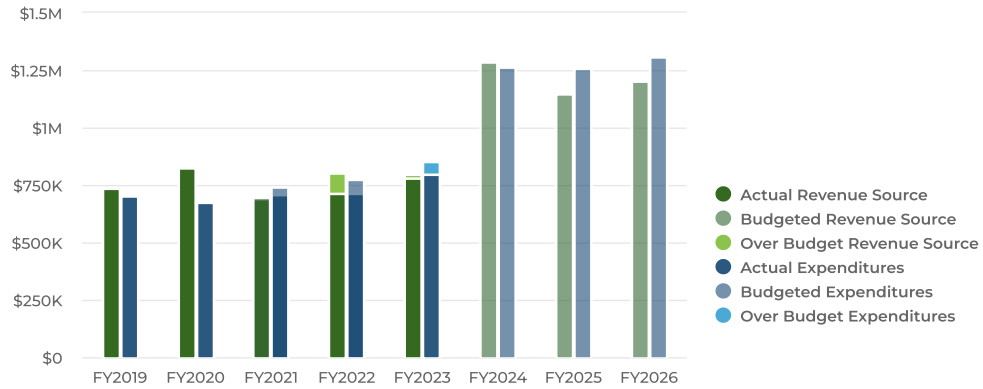
Self-Insurance Fund

The purpose of the Self-Insurance Fund is to account for the receipt and expense of moneys related to insurance, legal costs, and risk management.

Summary

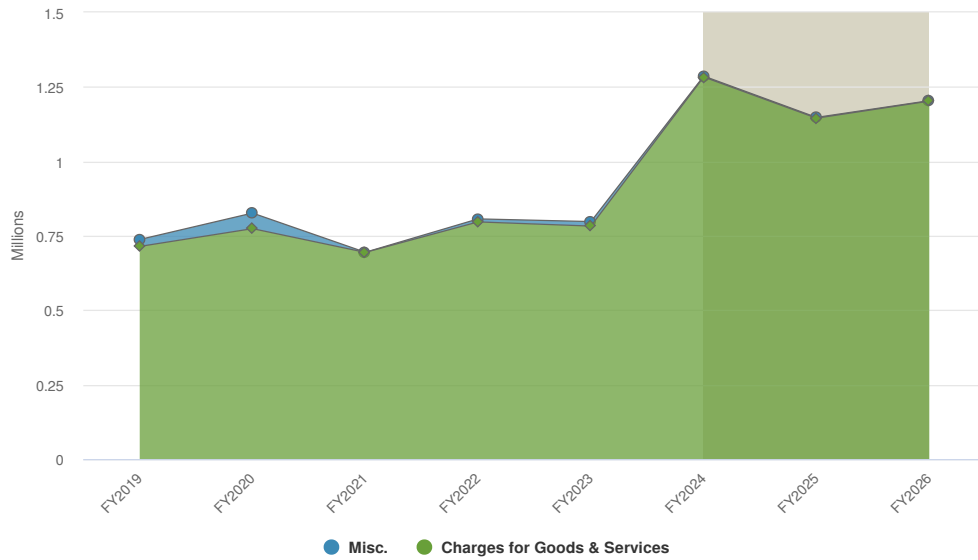
The City of Des Moines is projecting \$1.15M of revenue in FY2025, which represents a 10.8% decrease over the prior year and \$1.2M of revenue in FY2026, which represents a 4.9% increase over the prior year.

Budgeted expenditures are projected to decrease by 0.5% or \$5.96K to \$1.26M in FY2025 and 4.1% or \$52.25K in FY2026.



Revenues by Source

Budgeted and Historical 2025 Revenues by Source



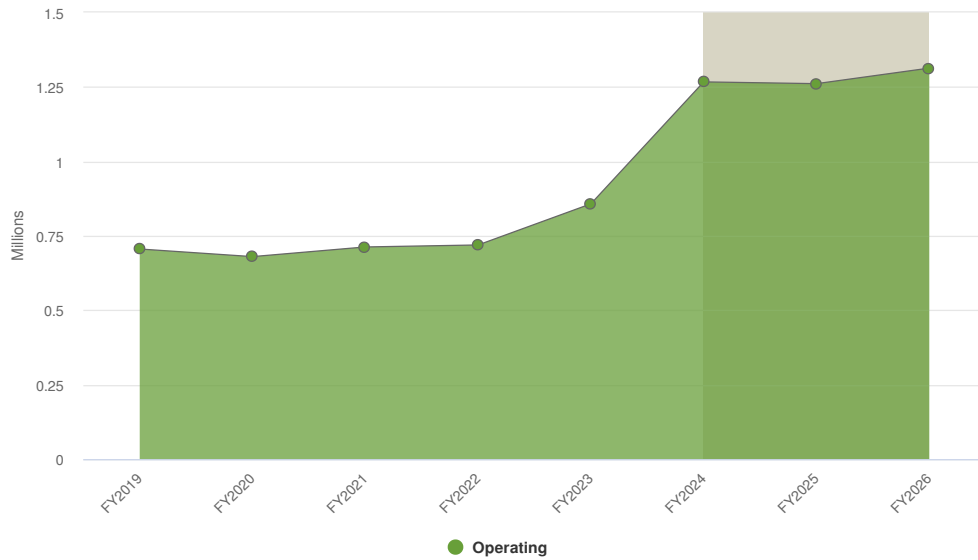
Grey background indicates budgeted figures.

Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Charges for Goods & Services						
INTERFUND ASSESSMENTS	\$782,454	\$1,283,315	\$1,283,315	\$1,144,972	\$1,202,220	-10.8%
Total Charges for Goods & Services:	\$782,454	\$1,283,315	\$1,283,315	\$1,144,972	\$1,202,220	-10.8%
Misc.						
INTEREST REVENUE	\$15,189	\$3,000	\$5,600	\$2,500	\$1,500	-16.7%
Total Misc.:	\$15,189	\$3,000	\$5,600	\$2,500	\$1,500	-16.7%
Total Revenue Source:	\$797,643	\$1,286,315	\$1,288,915	\$1,147,472	\$1,203,720	-10.8%



Expenditures by Function

Budgeted and Historical Expenditures by Function

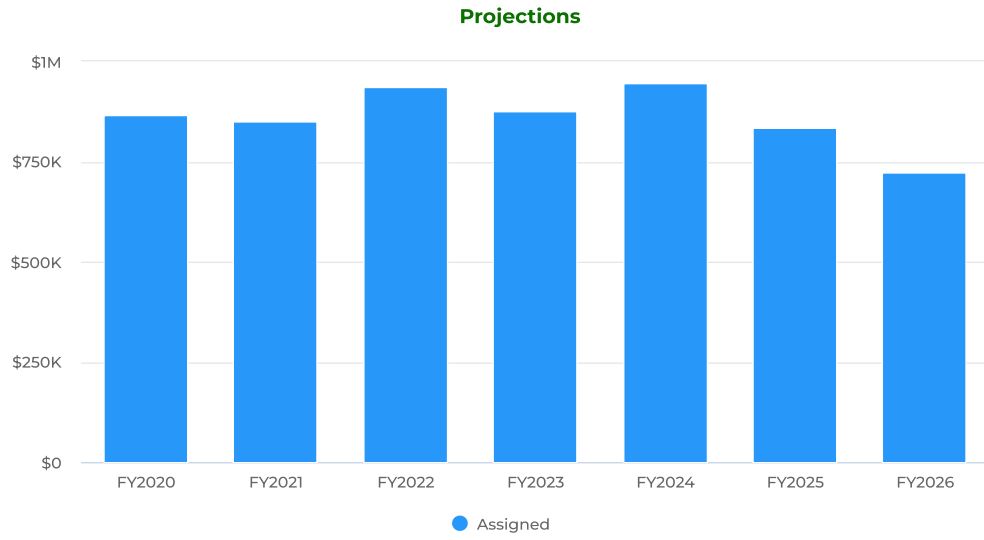


Grey background indicates budgeted figures.

Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Operating						
INSURANCE	\$816,187	\$1,115,927	\$1,115,927	\$1,144,971	\$1,202,220	2.6%
AWC WORKER COMP RETRO RATING P	\$0	\$21,000	\$0	\$21,000	\$21,000	0%
PAYMENTS TO OUTSIDE AGENCIES	\$0	\$30,000	\$0	\$25,000	\$20,000	-16.7%
PROFESSIONAL SERVICES	\$41,196	\$100,000	\$100,000	\$70,000	\$70,000	-30%
Total Operating:	\$857,383	\$1,266,927	\$1,215,927	\$1,260,971	\$1,313,220	-0.5%
Total Expenditures:	\$857,383	\$1,266,927	\$1,215,927	\$1,260,971	\$1,313,220	-0.5%



Fund Balance





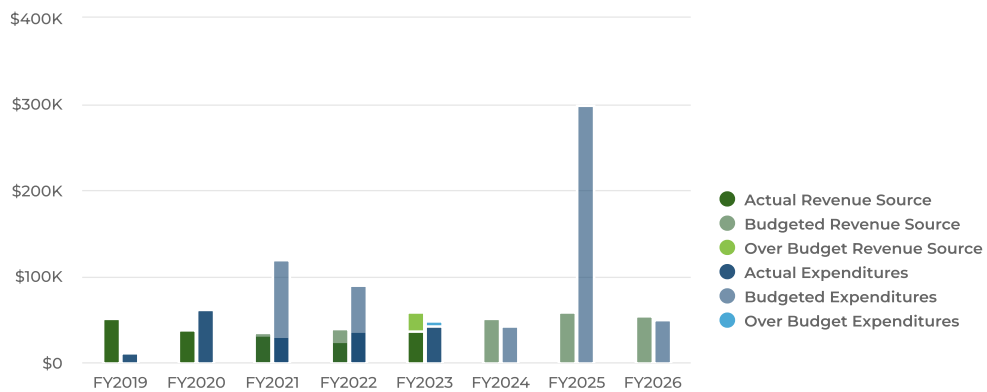
Unemployment Insurance Fund

The purpose of the Unemployment Insurance Fund is to account for the receipt and expense of moneys used to pay claims for reimbursement of unemployment compensation.

Summary

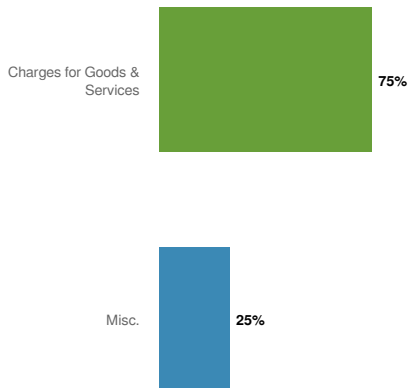
The City of Des Moines is projecting \$60K of revenue in FY2025, which represents a 15.5% increase over the prior year and \$55K of revenue in FY2026, which represents a 8.3% decrease over the prior year.

Budgeted expenditures are projected to increase by 605.9% or \$257.5K to \$300K in FY2025 and 83.3% or \$250K in FY2026.

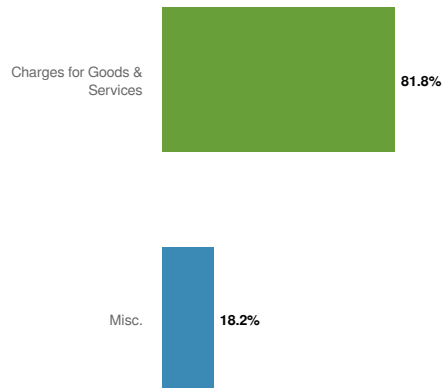


Revenues by Source

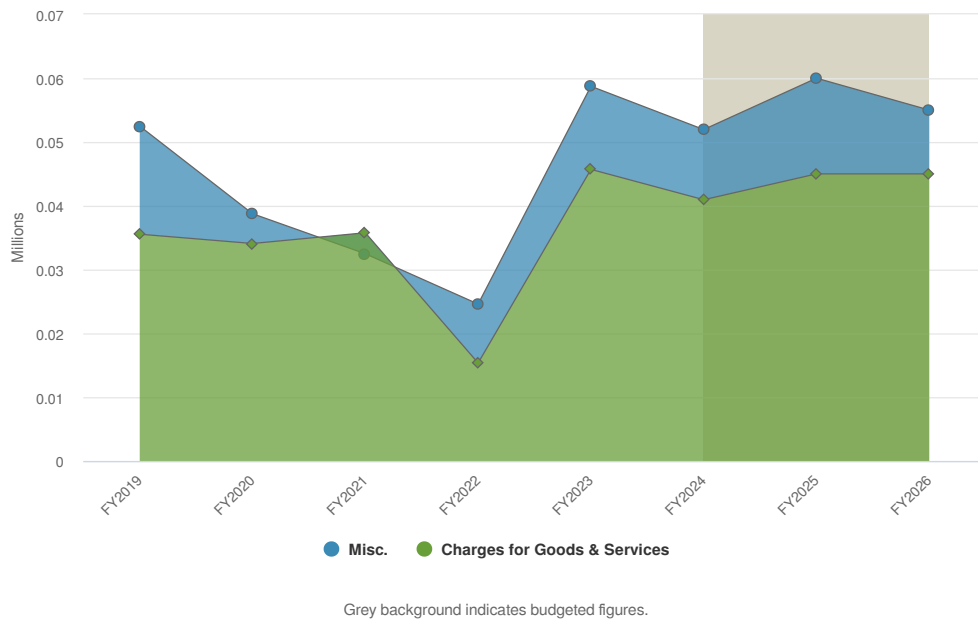
Projected 2025 Revenues by Source



Projected 2026 Revenues by Source



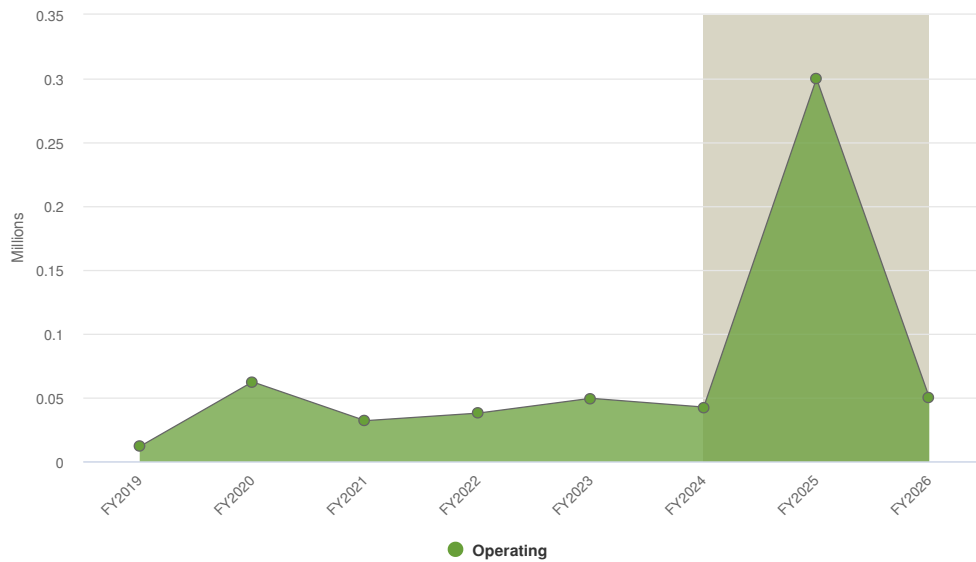
Budgeted and Historical 2025 Revenues by Source



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Charges for Goods & Services						
INTERFUND ASSESSMENTS	\$45,702	\$40,950	\$50,000	\$45,000	\$45,000	9.9%
Total Charges for Goods & Services:	\$45,702	\$40,950	\$50,000	\$45,000	\$45,000	9.9%
Misc.						
INTEREST REVENUE	\$13,029	\$11,000	\$25,000	\$15,000	\$10,000	36.4%
Total Misc.:	\$13,029	\$11,000	\$25,000	\$15,000	\$10,000	36.4%
Total Revenue Source:	\$58,730	\$51,950	\$75,000	\$60,000	\$55,000	15.5%

Expenditures by Function

Budgeted and Historical Expenditures by Function

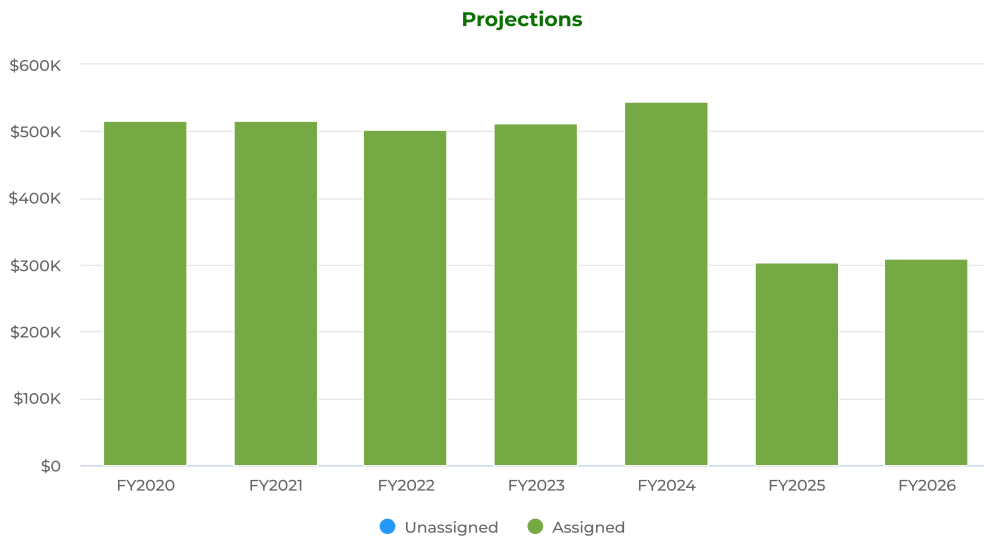


Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures						
Operating						
UNEMPLOYMENT INSURANCE CLAIMS	\$49,365	\$42,500	\$42,500	\$300,000	\$50,000	605.9%
Total Operating:	\$49,365	\$42,500	\$42,500	\$300,000	\$50,000	605.9%
Total Expenditures:	\$49,365	\$42,500	\$42,500	\$300,000	\$50,000	605.9%

Fund Balance



DEPARTMENTS



City Council

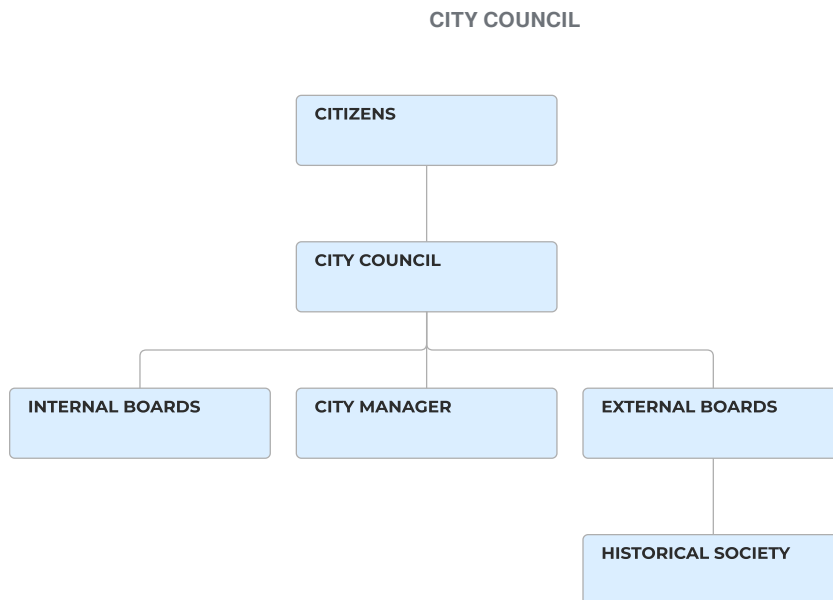


Traci Buxton
Mayor

The City has a Council-Manager form of government. The City Council consists of seven members elected to four-year, overlapping terms. The Mayor, elected by the City Council, has equal voting rights with other council members and possesses no veto power. The City Council appoints the City Manager to act as the chief executive officer of the City.

The City Council provides effective City government representation for the citizens; adopts ordinances regulating city business; oversees municipal finances, approves contracts, approves acquisition and/or conveyance of land and other property; adopts and amends the City's Comprehensive Land Use Plan and provides leadership in the ongoing efforts to diversify and expand Des Moines' economy.

Organizational Chart



Expenditures Summary

FY2025 Expenditures

\$119,696

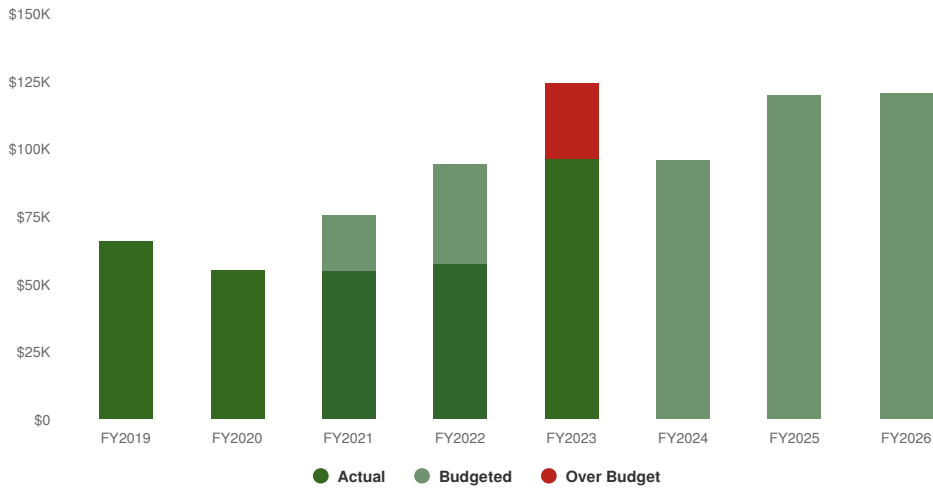
\$23,715 (24.71% vs. prior year)

FY2026 Expenditures

\$120,720

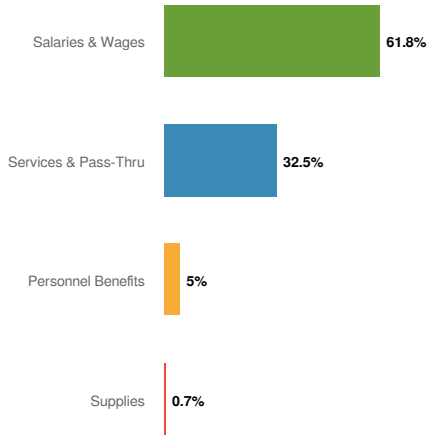
\$1,024 (0.86% vs. prior year)

City Council Proposed and Historical Budget vs. Actual

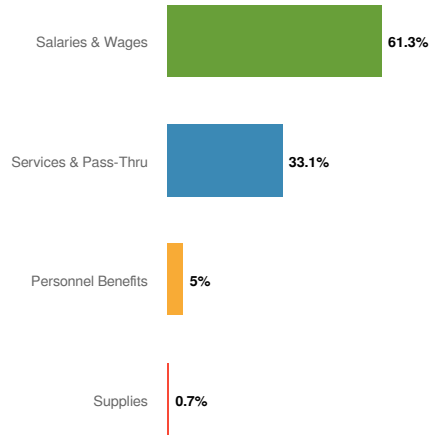


Expenditures by Expense Type

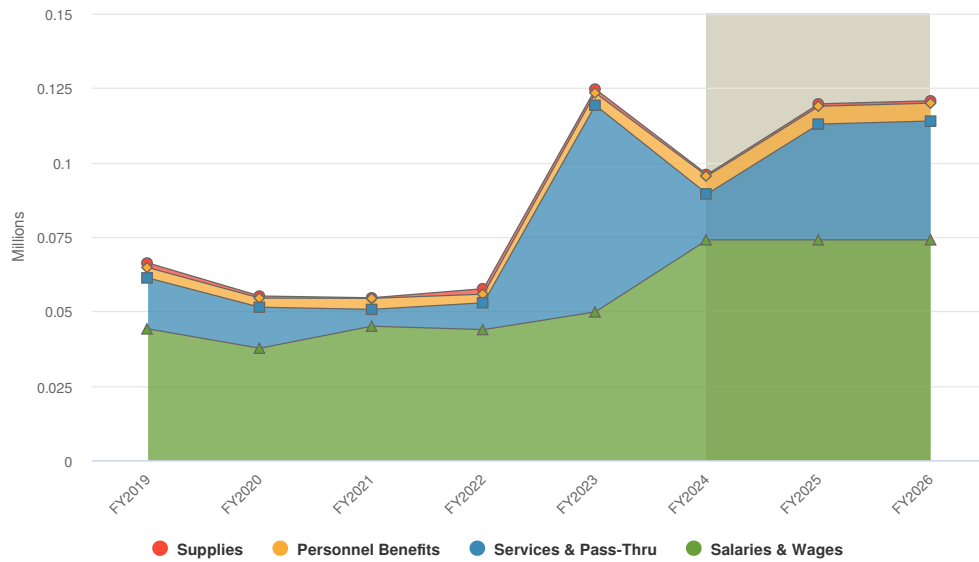
Budgeted 2025 Expenditures by Expense Type



Budgeted 2026 Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects						
Salaries & Wages	\$49,800	\$74,000	\$74,000	\$74,000	\$74,000	0%
Personnel Benefits	\$4,125	\$6,008	\$508	\$6,008	\$6,008	0%
Supplies	\$1,294	\$550	\$1,050	\$800	\$800	45.5%
Services & Pass-Thru	\$69,436	\$15,423	\$105,293	\$38,888	\$39,912	152.1%
Total Expense Objects:	\$124,655	\$95,981	\$180,851	\$119,696	\$120,720	24.7%



City Manager

Katherine Caffrey
City Manager

The City Manager is the chief administrative and executive officer and is responsible for implementing City Council policies and overseeing municipal operations; representing the City on intergovernmental issues; pursuing economic development opportunities; and coordinating all City services through the respective department directors.

The City Manager's office administers the following programs:

- Executive Office
- Economic Development
- Emergency Management Disaster Preparedness
- Human Resources
- City Clerk
- Communications
- Employee Wellness
- Printing and Duplicating
- Community Information Services
- City Memberships

Mission

The mission of the City Manager's Office is to support and carry out the mission of the City of Des Moines by way of providing exceptional City Council support, administrative oversight, and services to a wide variety of clients, including residents, taxpayers, elected officials, other governments, citizen volunteers, and our employees, within the resources given. We strive to do so with care, integrity, and as a team.

The mission of the City Manager is to implement the vision and policies set by the City Council through the work of others.

Provide ethical and visionary leadership that inspires high quality, innovative, and fiscally responsible public policy, services, and projects.



Department Overview

The Office of the City Manager resides within the Executive Department, along with the City Clerk's Office. The City Manager's responsibility is to implement the policies of the City Council. He oversees all functions and daily operations of the city, and all department directors report to him. Staff in this office include the City Manager, Assistant City Manager, and Management Analyst.

The City Manager's Office is diverse with a wide array of responsibilities. Some of the more prominent duties of staff include:

- Assist the Council with legislative and administrative responsibilities.
- Market and sell the City's downtown surplus properties.
- Recruit businesses to the City of Des Moines and support all existing Des Moines businesses.
- Provide oversight of the City's communications plan; maintain the City's website, social media, and print publications.
- Manage contracts with public defenders and the City's grants to human service providers.

Appointed by the City Council, the City Manager is the Chief Executive of the City. The City Manager supervises the activities of all Departments and, together with the Senior Management Team, runs the City's day-to-day operations. The City Manager also offers advice to assist the City Council in the development and implementation of public policy.

The City Manager's Office is funded by the General Fund (001). The primary responsibilities of the City Manager are to provide strategic and visionary leadership, prepare a proposed budget for the City Council's review and adoption, submit policy options and recommendations to the City Council, and oversee the day-to-day operations of the municipal government to ensure the attainment of the policy goals set by the City Council.

2024 Accomplishments

- Implemented outcomes of Communication Study

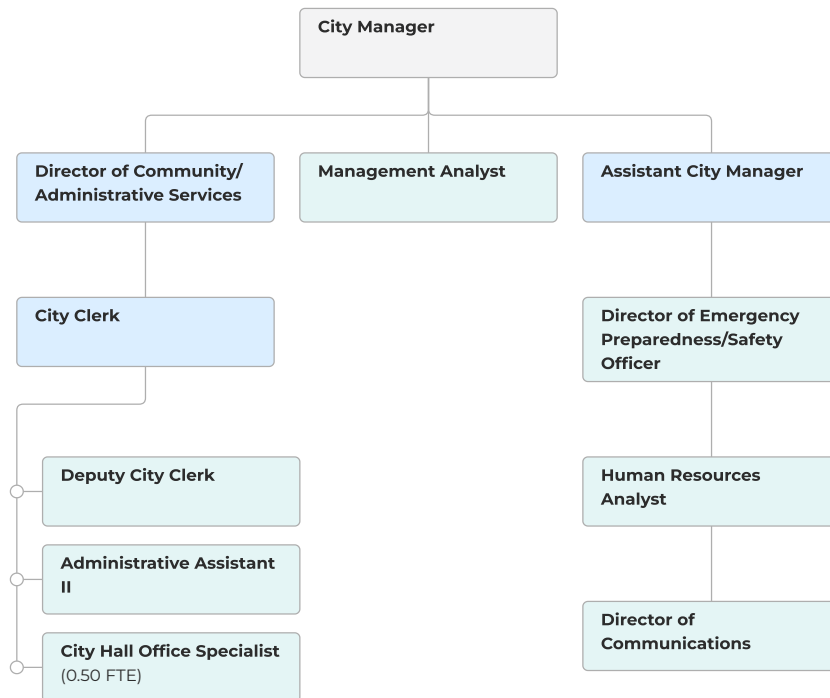
2025-2026 Goals

- Develop and implement a strategic plan for the City.



Organizational Chart

City Manager



Expenditures Summary

FY2025 Expenditures

\$907,725

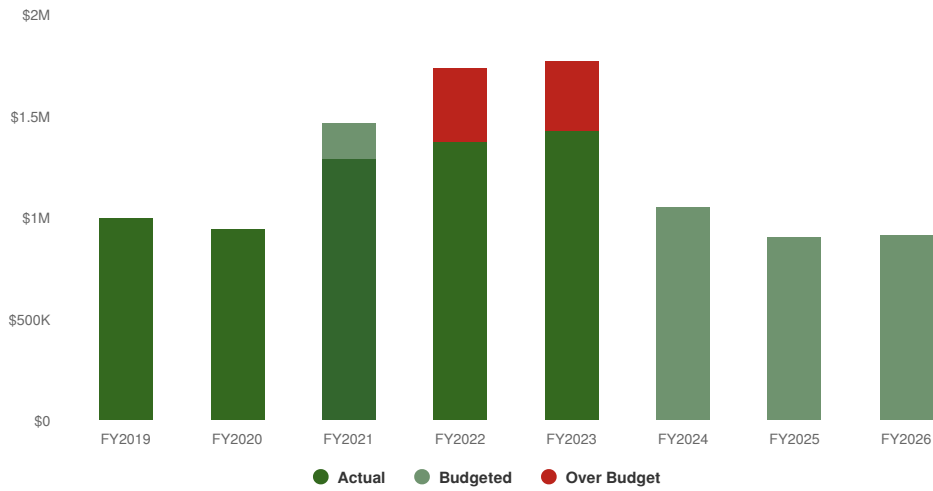
-\$141,638 (-13.50% vs. prior year)

FY2026 Expenditures

\$912,661

\$4,936 (0.54% vs. prior year)

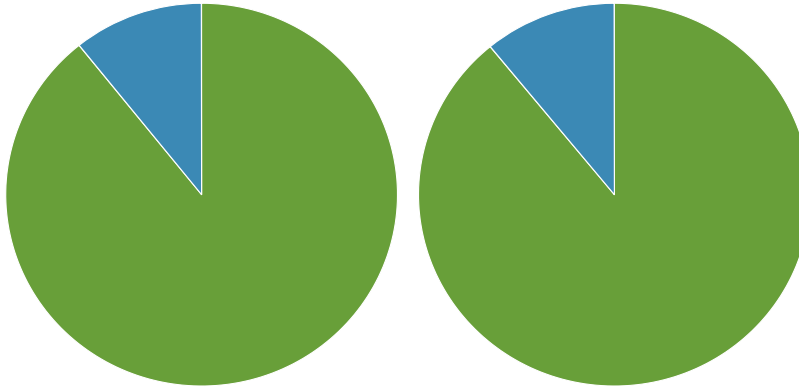
City Manager Proposed and Historical Budget vs. Actual



Expenditures by Function

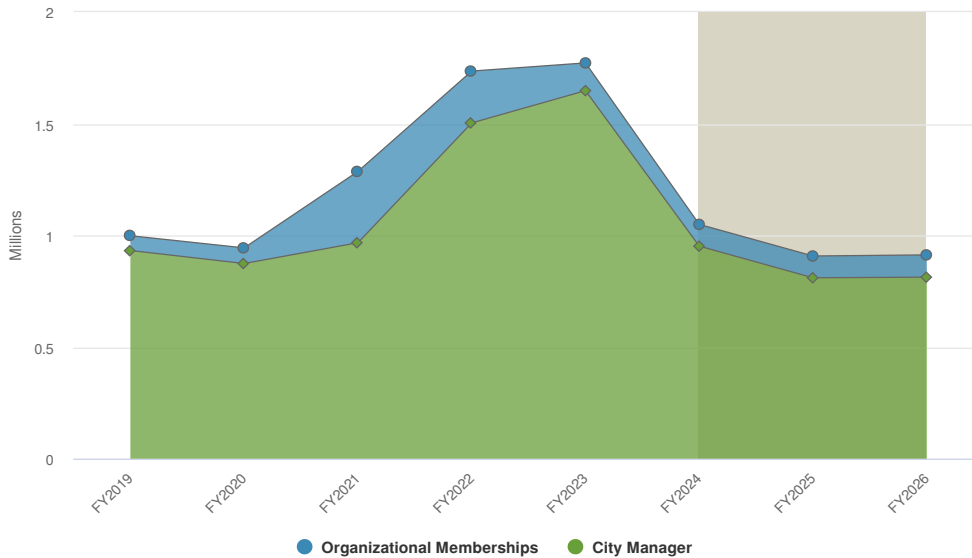
Budgeted 2025 Expenditures by Function

Budgeted 2026 Expenditures by Function



● City Manager ● Organizational Memberships

Budgeted and Historical Expenditures by Function



● Organizational Memberships ● City Manager

Grey background indicates budgeted figures.



Name	Account ID	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
Expenditures								
City Manager								
City Manager								
Salaries & Wages		\$965,747	\$596,869	\$596,869	\$527,997	\$514,684	-11.5%	
Personnel Benefits		\$191,599	\$152,320	\$152,320	\$156,840	\$161,545	3%	
Supplies		\$45,086	\$2,000	\$2,000	\$2,000	\$2,000	0%	
Services & Pass-Thru		\$445,732	\$200,629	\$223,169	\$123,338	\$134,681	-38.5%	
Total City Manager:		\$1,648,163	\$951,818	\$974,358	\$810,175	\$812,910	-14.9%	
Organizational Memberships								
Services & Pass-Thru		\$124,313	\$97,545	\$97,545	\$97,550	\$99,751	0%	
Total Organizational Memberships:		\$124,313	\$97,545	\$97,545	\$97,550	\$99,751	0%	
Total City Manager:		\$1,772,476	\$1,049,363	\$1,071,903	\$907,725	\$912,661	-13.5%	
Total Expenditures:		\$1,772,476	\$1,049,363	\$1,071,903	\$907,725	\$912,661	-13.5%	



Communications

Nicole Nordholm
Communications Director

The Communications Department keeps the public informed about current City initiatives and services.

Mission

Communications is dedicated to fostering transparent, effective, and inclusive communication between the city and our community. The goal is to provide timely and accurate information, engage citizens, and promote civic participation. Our mission is to enhance public understanding of city services, initiatives, and opportunities, ensuring that every resident feels informed and connected to their local government.



Department Overview

Information Dissemination: Provide clear and timely updates about city services, policies, and initiatives through various channels, including press releases, newsletters, social media, and the city website.

Public Engagement: Engage citizens in meaningful dialogue, hosting community forums, workshops, and outreach events. By listening to the voices of our residents, we can better understand their needs and concerns.

Crisis Communication: In times of emergency or urgent situations, we are responsible for delivering accurate information swiftly to ensure public safety and awareness with collaboration from the affected departments.

Media Relations: Maintain strong relationships with local media outlets and news, facilitating coverage of city events, initiatives, and accomplishments. By fostering positive media interactions, we help amplify the city's message.

Brand Management: Actively work to cultivate a positive image of Des Moines by promoting its achievements, events, and unique attributes. Our branding efforts aim to enhance community pride and attract visitors and businesses.

Digital Communication: Use social media platforms and the city website to engage with residents and share information.

As we move forward, we will continue to adapt and innovate in our communication strategies to meet the evolving needs of our community.

Major Activities

- Weekly City Manager Reports
- Mayor Minute Reports
- Public Servant Profile features
- Community Corner local business spotlights
- Ongoing city event, activity, notices – via social media platforms, community pages and gatherings, ribbon cutting events, local chamber/organization events, regional partnerships
- Communications training opportunities and societies
- Continued organization of committees – Arts Commission, Senior Services



2024 Accomplishments

- Attending/Promoting a wide range of community events and happenings.
- Instagram account creation
- Facebook page promotion and content
- City Manager, Mayor, Community Member, Staff Member profiles/regular publications
- Acceptance to Northwest Women's Leadership Academy - beginning end of October.

2025 - 2026 Goals

- Create and Promote a Des Moines City Government App for phones
- Utilize built-in newsletter features for website / opt in for newsletter to inbox
- Regular, easy to access City News
- Branding/Marketing – devote time to partnership with Seattle Southside, cohesive marketing
- Issue Progress Reports

Organizational Chart

Communications



Expenditures Summary

FY2025 Expenditures

\$270,866

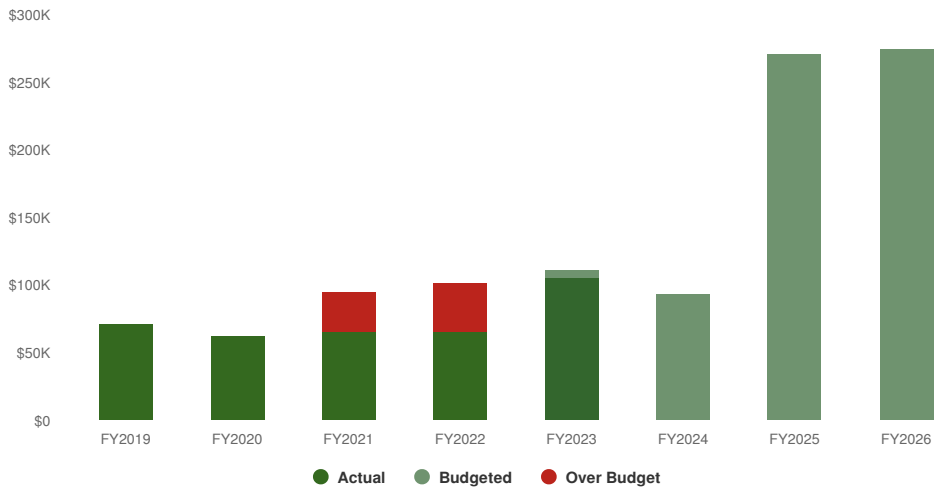
\$177,366 (189.70% vs. prior year)

FY2026 Expenditures

\$274,239

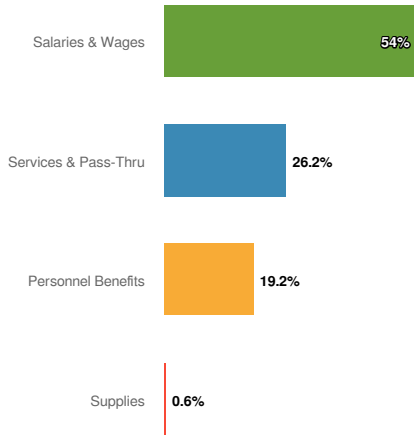
\$3,373 (1.25% vs. prior year)

Communications Proposed and Historical Budget vs. Actual

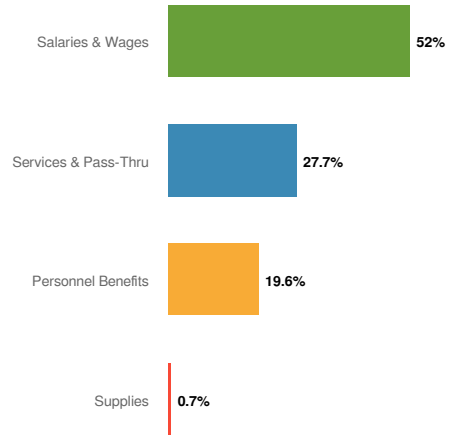


Expenditures by Expense Type

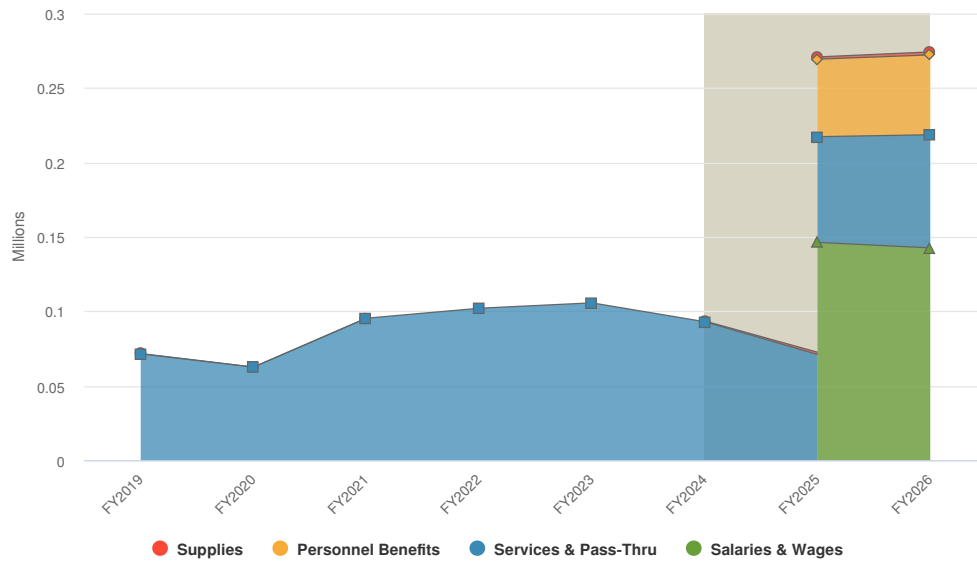
Budgeted 2025 Expenditures by Expense Type



Budgeted 2026 Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects						
Salaries & Wages	\$0	\$0	\$45,000	\$146,281	\$142,592	N/A
Personnel Benefits	\$0	\$0	\$0	\$52,085	\$53,647	N/A
Supplies	\$0	\$500	\$500	\$1,500	\$2,000	200%
Services & Pass-Thru	\$105,662	\$93,000	\$94,500	\$71,000	\$76,000	-23.7%
Total Expense Objects:	\$105,662	\$93,500	\$140,000	\$270,866	\$274,239	189.7%



City Clerk

Taria Keane
City Clerk

The office provides legislative support to the City Council as well as oversight and coordination of the citywide records management program. This includes public records requests, contracts, and legal notices. Other duties include public outreach and recruitment to the City's boards & commissions, and Open Public Meetings Act and Public Records Act training.

Mission

The mission of the City Clerk's office is to maintain the public trust in the integrity of the local political process through the implementation of all locally and State-mandated requirements for public involvement in the decision-making process, to ensure an accurate archival record of the City's activities, and to facilitate public access to those records.

Department Overview

The City Clerk Department provides a variety of services that support the City Council, City Departments, and City residents. The City Clerk Department is responsible for coordinating production of City Council agendas and meeting materials, meeting minutes, and maintaining the City's official documents, including ordinances and resolutions.

Major Activities

- Provides City Hall Customer Service
- Supports City elections process
- Schedules City Council meetings
- Maintains City records and record requests
- Handles public Notices and Communication alerts
- Handles the Codification of the City of Des Moines Municipal Code

2024 Accomplishments

- Initiated Records Management Project - reviewing records to ensure retainage of only records required to be retained. Minimizes risks of litigation

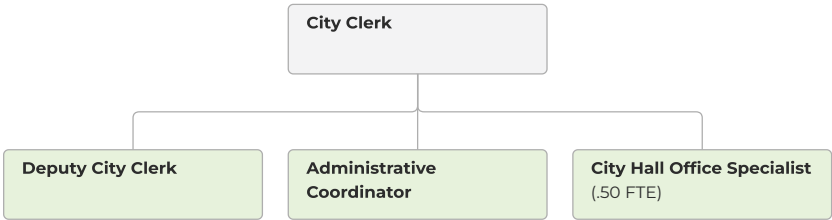
2025-2026 Goals

- Add Notary Service
- Get Passport Certified to provide passport services



Organizational Chart

City Clerk



Expenditures Summary

FY2025 Expenditures

\$685,042

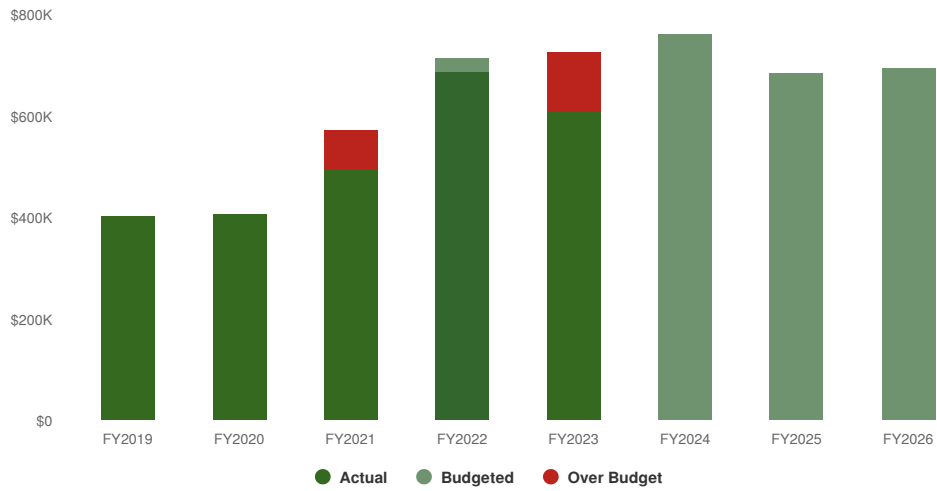
-\$76,161 (-10.01% vs. prior year)

FY2026 Expenditures

\$693,394

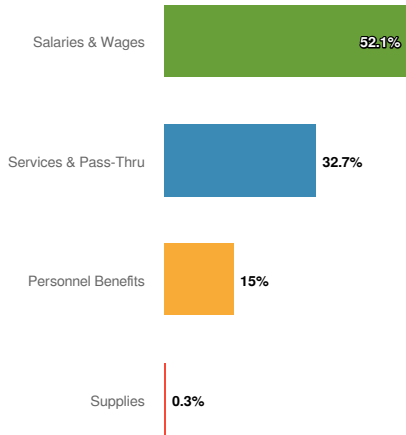
\$8,352 (1.22% vs. prior year)

City Clerk Proposed and Historical Budget vs. Actual

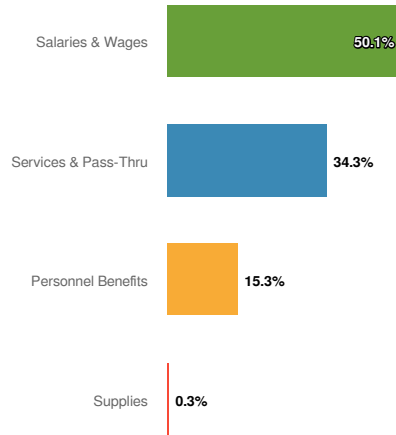


Expenditures by Expense Type

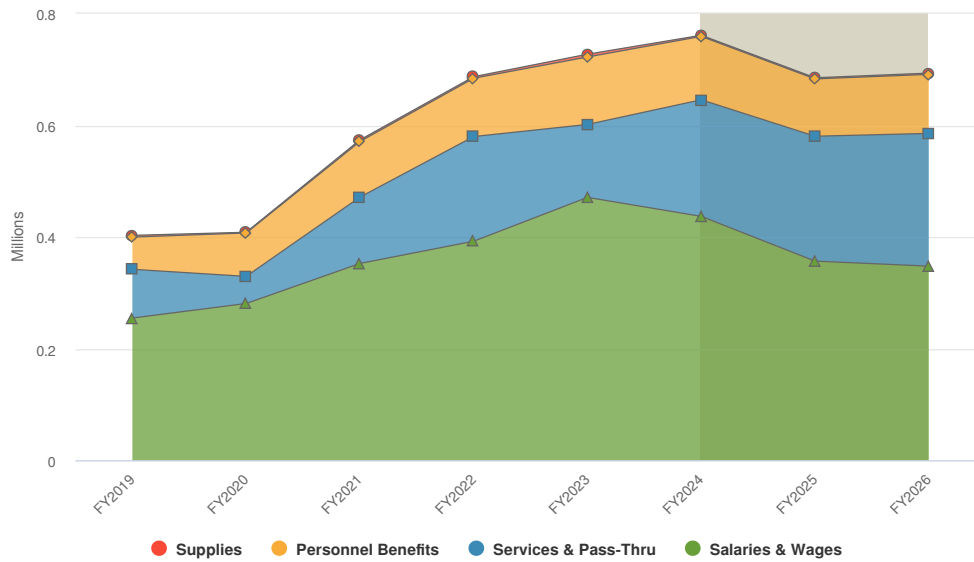
Budgeted 2025 Expenditures by Expense Type



Budgeted 2026 Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
Expense Objects							
Salaries & Wages	\$470,800	\$436,783	\$439,919	\$356,601	\$347,610	-18.4%	
Personnel Benefits	\$120,864	\$113,559	\$111,319	\$102,708	\$105,789	-9.6%	
Supplies	\$4,995	\$2,000	\$2,000	\$2,000	\$2,250	0%	
Services & Pass-Thru	\$130,612	\$208,861	\$190,361	\$223,733	\$237,745	7.1%	
Total Expense Objects:	\$727,271	\$761,203	\$743,599	\$685,042	\$693,394	-10%	



Human Resources

Adrienne Johnson-Newton
Assistant City Manager

The Human Resources Department is a strategic leader in developing an innovative organization. We are committed to the health, safety, and success of our employees. We work collaboratively with City staff to foster a culture of continuous improvement, wellness, and inclusion. We develop responsible and equitable programs, initiatives, and policies that align with our community's values.

Mission

The mission of the Human Resources Department is to empower our staff to thrive by offering consistent support throughout their employment journey—from recruitment to off-boarding. We foster a collaborative and inclusive environment, uphold the highest standards of integrity and legal compliance, and strategically partner with stakeholders to drive success and innovation, while serving as responsible public stewards of our resources for the City of Des Moines community.

Department Overview

The Human Resources Department oversees personnel administration ensuring the effective management of our workforce. Our responsibilities include recruitment and selection, classification and compensation, benefits administration, employee relations, policy development, performance management, organizational development, and labor relations. We are committed to supporting the City's mission by fostering a productive and engaged workforce.

Major Activities

- Benefits Administration
- Classification and Compensation
- Employee Relations
- Labor Relations
- Organizational Development
- Performance Management
- Policy Development
- Recruitment and Selection



2024 Accomplishments

- Managed six (6) executive level recruitments to include City Manager, Community Development Director, Chief of Police, two (2) Assistant Police Chiefs and Public Works Director
- Bargained and settled the Police Support Guild collective bargaining agreement (new bargaining group.)
- Provide opportunities for increased employee engagement by organizing and hosting all-staff meetings, team-building activities, and social gatherings.
- Automated performance management processing.
- Drafted and implemented several policies to establish compliance and improve workplace safety.
- Expanded the orientation program to include other departments to provide a comprehensive overview of the City for new employees.
- Updated the Human Resources external webpage to provide better accessibility to information, additional resources and ensured information is current and relevant to the user.
- Collaborated with business stakeholders to align initiatives with strategic objectives and drive organizational change through enhancing external webpages, presentations, informational mailers, and increased community engagement opportunities.

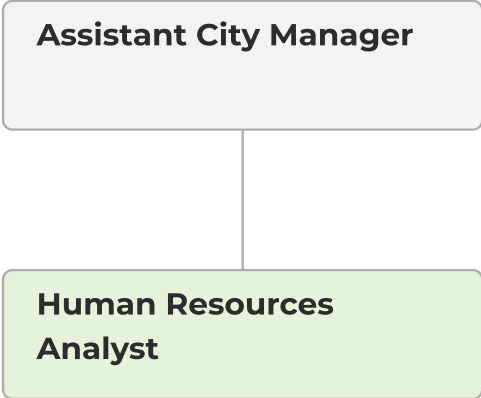
2025-2026 Goals

- Revise and implement the Personnel Manual and associated policies to ensure they feature inclusive, up-to-date language that reflects current best practices for the City.
- Establish a structured ongoing supervisor-training program that is dynamic and relevant, which will include automated notifications and timely updates.
- Implement advanced leadership development training programs for senior management to foster innovation, creativity, and adaptability in leadership.
- Promote professional development opportunities for all staff to ensure continuous growth, engagement, and readiness for future.
- Design and implement an engagement survey to gather feedback on employee work environment, leadership, culture, and development opportunities.
- Implement a compensation philosophy that aligns with City's goals and values, reflects employee performance and job responsibilities, ensures market competitiveness, and demonstrates responsible fiscal management.
- Modify job descriptions to incorporate inclusive language, improve readability, and maintain consistency throughout the documents.
- Continue to strive for AWC WellCity recognition by creating a workplace that prioritizes and actively supports the physical, mental, and emotional well-being of our employees.
- Negotiate collective bargaining agreements that recognizes the value of represented staff and ensures mutual benefits and fiscal sustainability for the City.



Organizational Chart

Human Resources



Expenditures Summary

FY2025 Expenditures

\$273,687

-\$133,683

(-32.82% vs. prior year)

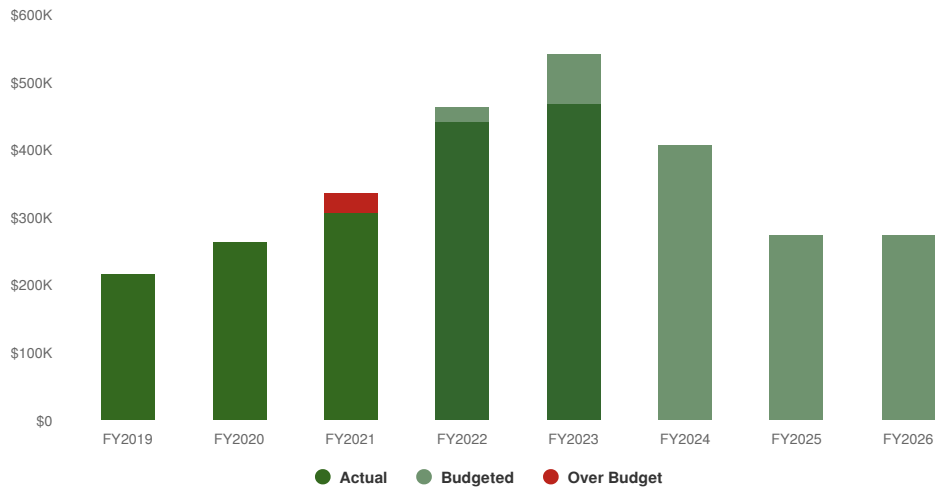
FY2026 Expenditures

\$273,625

-\$62

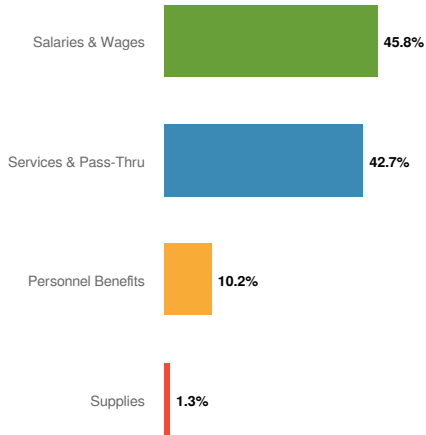
(-0.02% vs. prior year)

Human Resources Proposed and Historical Budget vs. Actual

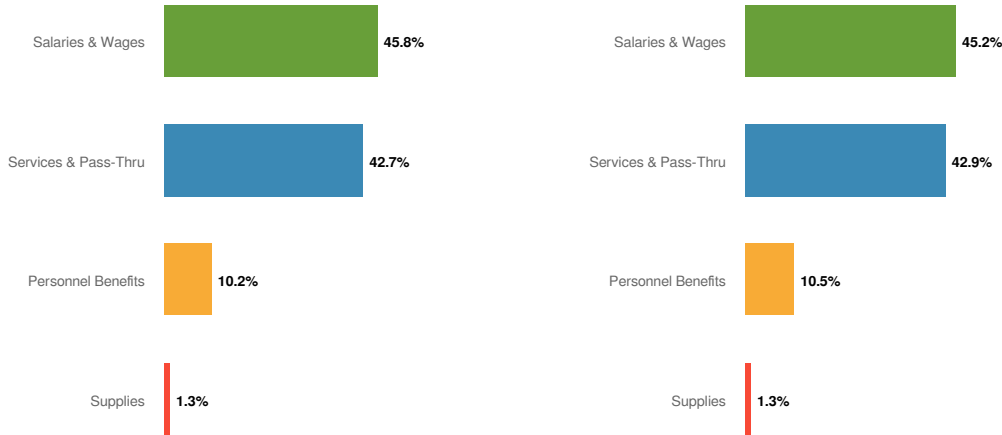


Expenditures by Expense Type

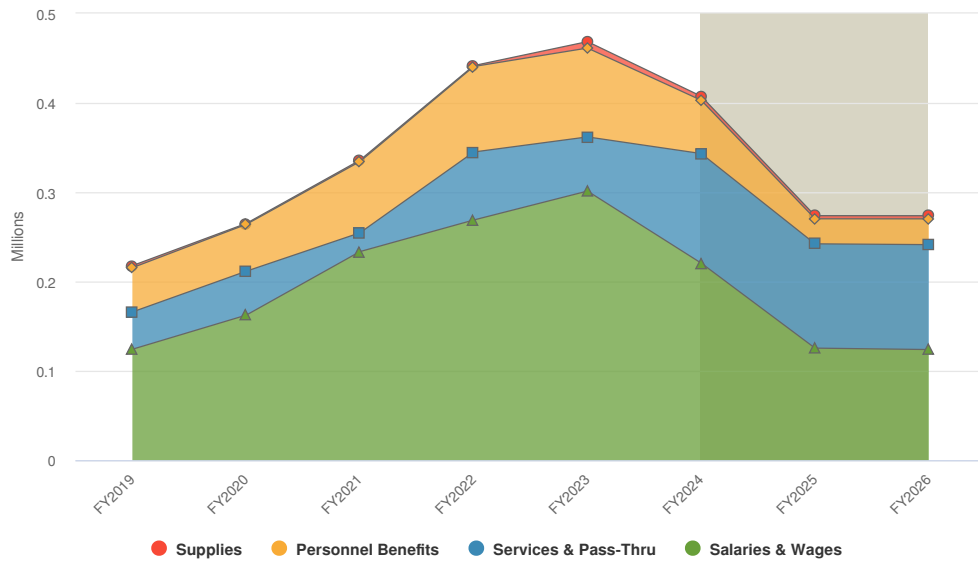
Budgeted 2025 Expenditures by Expense Type



Budgeted 2026 Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects						
Salaries & Wages	\$301,227	\$220,514	\$220,514	\$125,374	\$123,788	-43.1%
Personnel Benefits	\$99,489	\$59,660	\$59,660	\$28,026	\$28,866	-53%
Supplies	\$7,223	\$4,500	\$22,500	\$3,500	\$3,500	-22.2%
Services & Pass-Thru	\$60,636	\$122,696	\$123,296	\$116,787	\$117,471	-4.8%
Total Expense Objects:	\$468,576	\$407,370	\$425,970	\$273,687	\$273,625	-32.8%



Emergency Management

Shannon Kirchberg

Director - Emergency Preparedness & Safety Officer

Fostering a safer future for Des Moines through strong partnerships between local, county, state government, emergency services, the private sector, volunteer agencies, and the community. Our goal is to save lives, protect property, and minimize the impact of disasters through comprehensive preparedness, prevention, planning, response, and recovery efforts.

Mission

The Office of Emergency Management (OEM) coordinates the emergency management program for the City of Des Moines to prepare, prevent, plan, respond, and recover from all-hazard events. The OEM develops, maintains, and implements the capabilities needed to direct, control, manage, and coordinate emergency operations in collaboration with local, county, state, and federal governmental and private sector agencies.



Department Overview

An Office of Emergency Management (OEM) is responsible for coordinating and overseeing the preparation, response, recovery, and mitigation efforts related to emergencies and disasters. The primary objective of the OEM is to protect the lives, property, and environment of the community it serves.

Key Functions:

Preparedness

Planning: Develops and maintains comprehensive emergency management plans, including emergency operations plans, continuity of operations plans, and hazard mitigation plans.

Training: Provides training programs for emergency responders, city staff, and volunteers on emergency procedures and best practices.

Exercises: Conducts drills and exercises to test and improve the community's readiness for emergencies.

Response

Emergency Operations Center (EOC): Activates and manages the EOC during disasters to coordinate response efforts, resource allocation, and information dissemination.

Incident Command: Implements incident command systems to ensure effective on-scene management and coordination among various responding agencies.

Recovery

Post-Disaster Assistance**: Coordinates recovery efforts to restore community services, support affected individuals and businesses, and rebuild infrastructure.

After-Action Reviews: Conducts reviews after incidents to assess response effectiveness and identify areas for improvement.

Mitigation

Risk Reduction: Implements projects and initiatives to reduce the community's vulnerability to hazards, such as flood control measures, building code enhancements, and public education campaigns.

Public Information and Outreach

Education Campaigns: Conducts public awareness campaigns to educate residents about emergency preparedness, response actions, and available resources.

Community Engagement: Engages with community groups, businesses, and volunteer organizations to foster a collaborative approach to emergency management.



Coordination and Collaboration

Interagency Cooperation: Works with local, state, and federal agencies, as well as private sector and non-profit organizations, to coordinate emergency management efforts.

Mutual Aid Agreements: Establishes and maintains mutual aid agreements to ensure additional resources and support are available during large-scale emergencies.

2024 Accomplishments

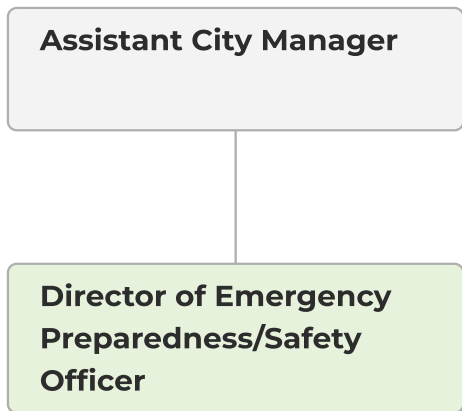
- CEM Certification from IAEM
- FEMA Advanced Academy Graduate
- Story Library for King County Office of Emergency Management
- Hazard Mitigation Outreach
- CERT Class of 2024

2025-2026 Goals

- Expand CERT to include 2 classes per year in partnership with Burien, Normandy Park and Highline School District
- Position Specific Training for all EOC positions
- Drills twice per year to include Crisis Track and deployment to the field
- FEMA Executive Academy 2026

Organizational Chart

Emergency Management



Expenditures Summary

FY2025 Expenditures

\$194,573

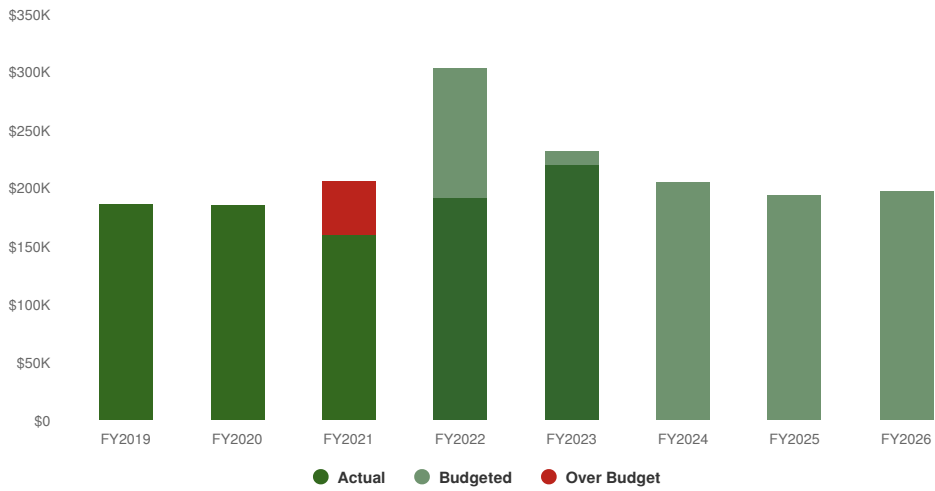
-\$11,212 (-5.45% vs. prior year)

FY2026 Expenditures

\$198,420

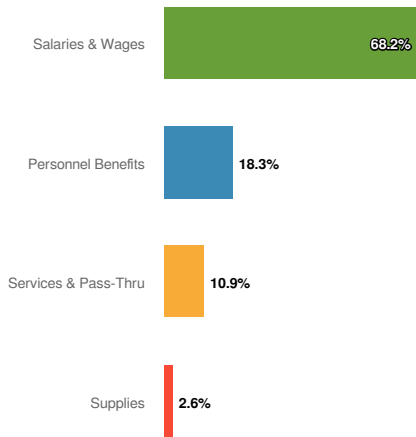
\$3,847 (1.98% vs. prior year)

Emergency Management Proposed and Historical Budget vs. Actual

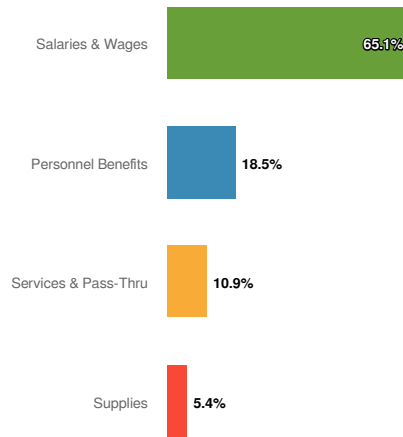


Expenditures by Expense Type

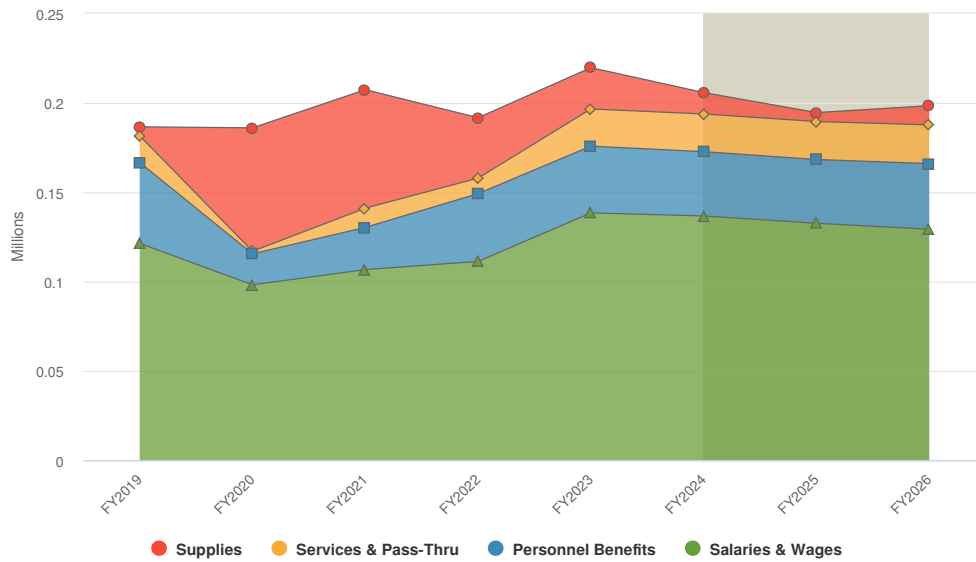
Budgeted 2025 Expenditures by Expense Type



Budgeted 2026 Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects						
Salaries & Wages	\$138,433	\$136,692	\$136,692	\$132,605	\$129,262	-3%
Personnel Benefits	\$37,366	\$36,003	\$36,003	\$35,685	\$36,756	-0.9%
Supplies	\$23,124	\$12,000	\$5,400	\$5,000	\$10,750	-58.3%
Services & Pass-Thru	\$20,798	\$21,090	\$25,468	\$21,283	\$21,652	0.9%
Total Expense Objects:	\$219,723	\$205,785	\$203,563	\$194,573	\$198,420	-5.4%



Finance

Jeff Friend
Finance Director

The Finance Department is responsible for accounting, budgeting and reporting services; forecasting and data analysis; cash deposits, payments, billings, investments, capital assets, debt management and system reconciliations; and City-wide internal controls design, implementation and monitoring.

Mission Statement

The Finance Department is committed to ensuring the city's financial stability and transparency through providing timely, accurate, clear, and complete information in support of City Departments, City Council, and the community at large.

Department Overview

The Finance Department, consisting of 7.0 FTEs, is responsible for the administration of all financial record keeping and reporting functions required by local, state, and federal law. They provide stewardship of the public's money, protect the assets of the City, provide City policymakers with the information needed to perform their fiduciary responsibilities, and assist departments in carrying out their financial and operational functions for the residents of Des Moines, Washington.

Major Activities

- Accounts Payable/Receivable
- ARPA Grant Management
- Banking Service Management
- Capital Assets Management
- Grant Management
- Debt Management
- Finance Committee Meetings
- Internal Controls
- Liason to State Auditor's Office
- Payroll
- Preparation of Annual Financial Statements
- Preparation of Biennial Budget
- Quarterly Financial Reporting
- Taxes – Excise, Leasehold, Property, and Quarterly



2024 Accomplishments

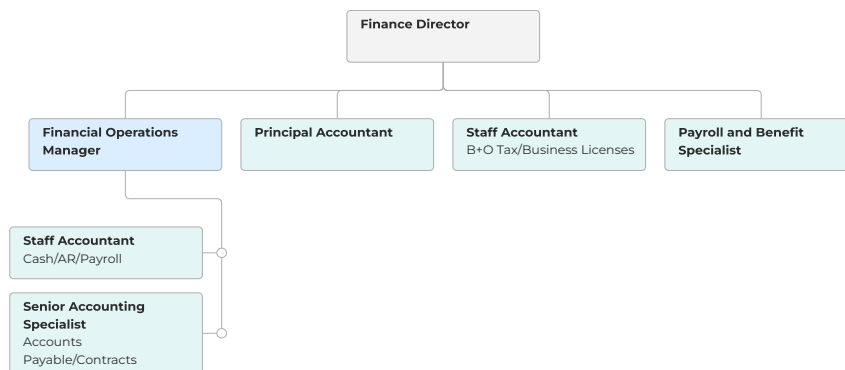
- Implementation of Finance Committee
- Council approval of switch to biennial budget process from annual budgeting
- Placement of levy lid lift on ballots in August and November
- Review of City financial policies to ensure process compliance post-accounting software implementation
- Expanded scope and improved timeliness of quarterly financial reports

2025/2026 Goals

- Implementation of Finance Committee
- Council approval of switch to biennial budget process from annual budgeting
- Placement of levy lid lift on ballots in August and November
- Review of City financial policies to ensure process compliance post-accounting software implementation
- Expanded scope and improved timeliness of quarterly financial reports

Organizational Chart

Finance and Information Technology



Expenditures Summary

FY2025 Expenditures

\$1,257,318

-\$77,352

(-5.80% vs. prior year)

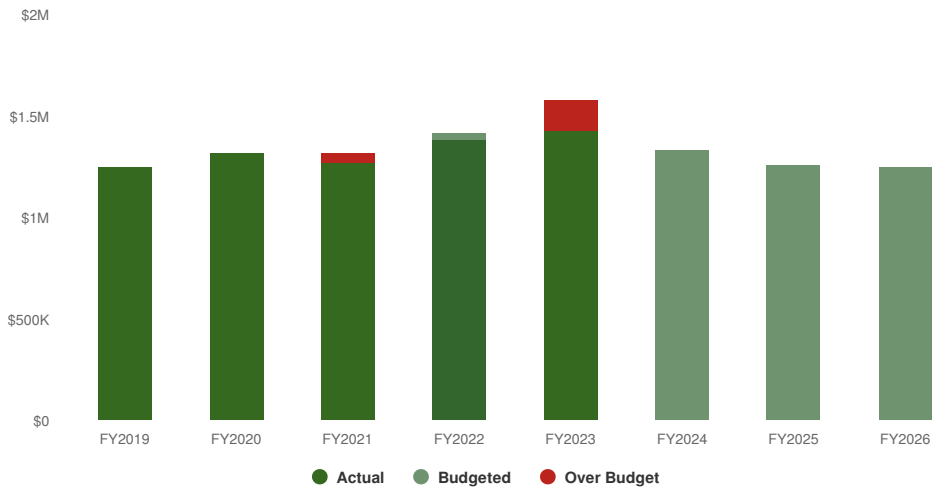
FY2026 Expenditures

\$1,249,664

-\$7,654

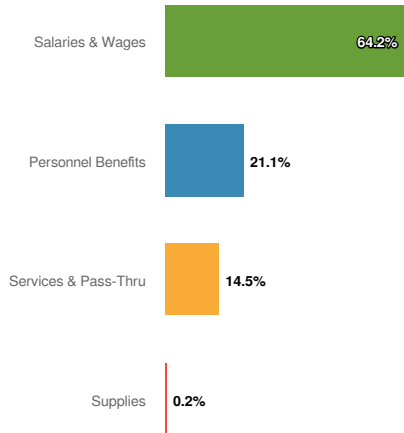
(-0.61% vs. prior year)

Finance Proposed and Historical Budget vs. Actual

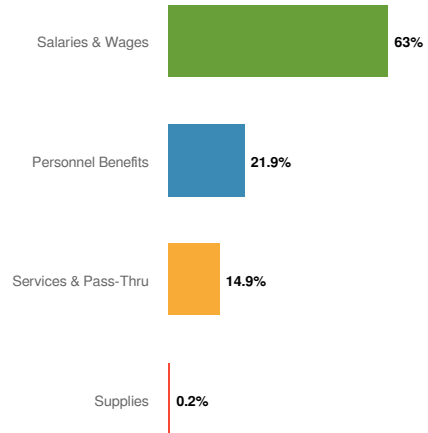


Expenditures by Expense Type

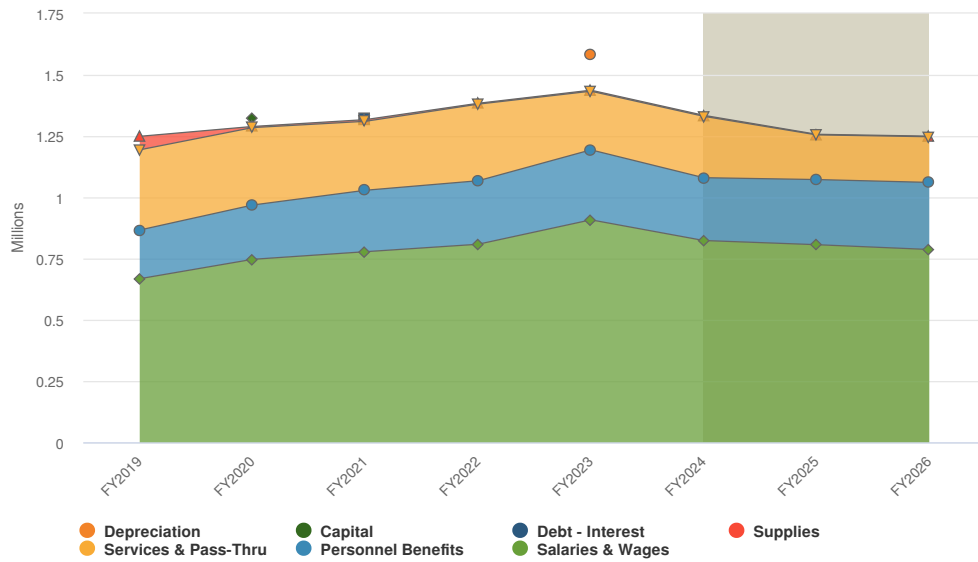
Budgeted 2025 Expenditures by Expense Type



Budgeted 2026 Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects						
Depreciation	\$143,528	\$0	-\$143,528	\$0	\$0	0%
Salaries & Wages	\$908,015	\$823,622	\$823,622	\$806,596	\$786,949	-2.1%
Personnel Benefits	\$285,708	\$256,419	\$256,419	\$265,885	\$273,861	3.7%
Supplies	\$4,093	\$4,000	\$2,500	\$2,500	\$2,500	-37.5%
Services & Pass-Thru	\$239,413	\$250,629	\$212,529	\$182,337	\$186,354	-27.2%
Total Expense Objects:	\$1,580,758	\$1,334,670	\$1,151,542	\$1,257,318	\$1,249,664	-5.8%



Information Technology

Chris Pauk
IT Operations Supervisor

The Information Technology Department is responsible for the maintenance of all city computers, servers, and networks; software maintenance services, consulting and programming on new projects; and recovery of data and replacement of damaged hardware.

Mission

Our mission is to provide an information and communication infrastructure that delivers the highest quality services for internal and external customers in an efficient, effective, and fiscally responsible manner.

Department Overview

The Information Technology department secures, maintains, and supports the City's on-premise and cloud technologies. This includes the City's enterprise business systems, website, networks, hardware, software, audio/video services and tools, and operational technologies. The department provides a help desk to City staff, videography support for public meetings, and administers, develops, and maintains the Geographic Information System (GIS).

Major Activities

Improve access to City services and information through online systems.
Provide a secure and reliable information technology infrastructure.
Provide up-to-date hardware and software tools for staff.
Seek new technology and apply where it is cost effective.

2024 Accomplishments

- Upgrade all server operating systems.
- Upgrade GIS servers and infrastructure.
- Preliminary Microsoft Office 365 implementation.
- Permit system Cloud migration.

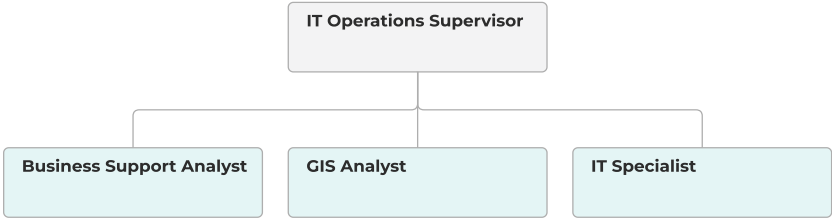
2025-2026 Goals

- Migrate all desktop computers to Windows 11 through upgrades or replacement.
- Complete Microsoft Office 365 implementation.



Organizational Chart

Information Technology



Expenditures Summary

FY2025 Expenditures

\$1,231,273

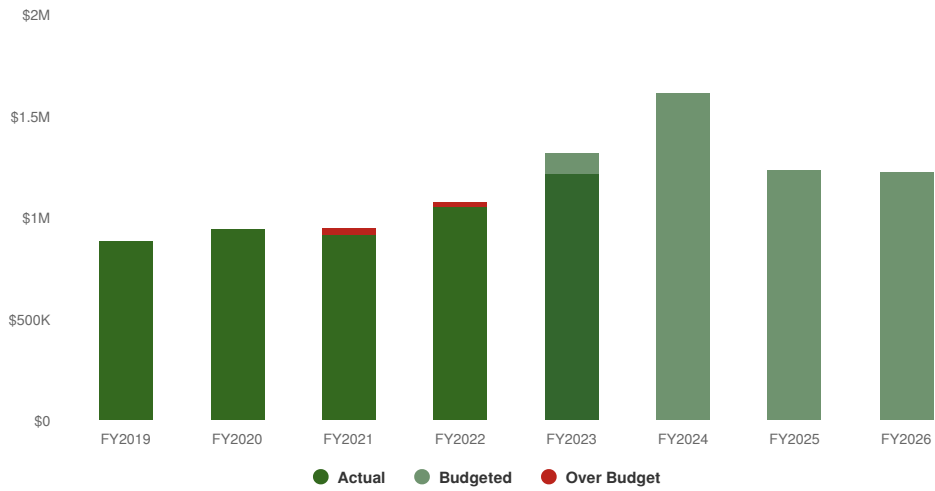
-\$387,261 (-23.93% vs. prior year)

FY2026 Expenditures

\$1,223,750

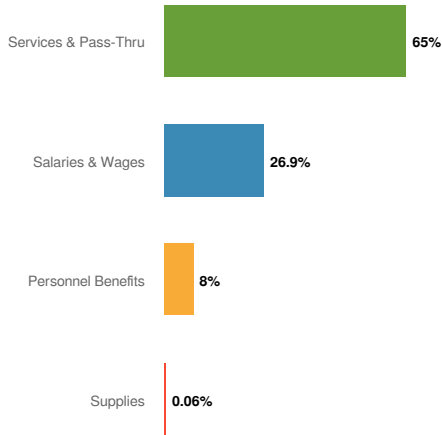
-\$7,523 (-0.61% vs. prior year)

Information Technology Proposed and Historical Budget vs. Actual

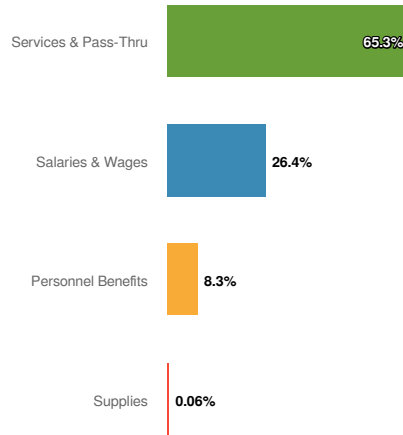


Expenditures by Expense Type

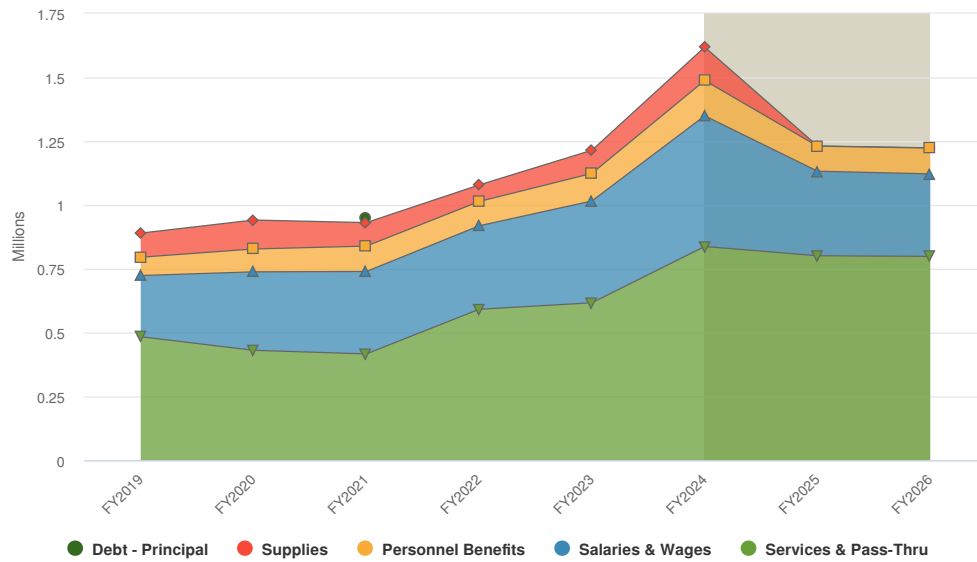
Budgeted 2025 Expenditures by Expense Type



Budgeted 2026 Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects						
Salaries & Wages	\$398,887	\$511,954	\$511,954	\$331,382	\$323,303	-35.3%
Personnel Benefits	\$108,159	\$138,507	\$138,507	\$98,218	\$101,166	-29.1%
Supplies	\$90,673	\$130,750	\$75,750	\$750	\$750	-99.4%
Services & Pass-Thru	\$616,722	\$837,323	\$814,323	\$800,923	\$798,531	-4.3%
Total Expense Objects:	\$1,214,440	\$1,618,534	\$1,540,534	\$1,231,273	\$1,223,750	-23.9%



Legal

Tim George
City Attorney

The City Attorney is the City's chief legal advisor and is responsible for counseling all city departments and the City Council. The City Attorney also supervises all legal work assigned to outside counsel and attends all council meetings and executive sessions. The Legal Department provides support in all matters before hearing examiners, judges, civil litigation, and provides general legal advice to all departments. The department writes formal legal opinions, ordinances and resolutions. The department also reviews written agreements and real property instruments and provides prosecution for all phases of criminal and civil actions.

Mission

The legal department strives to provide proactive legal advice to ensure that every action by the City is legally defensible, complies with the most current state of the law, and minimizes the potential for litigation.

Department Overview

The City Attorney is the City's chief legal advisor and is responsible for counseling all City departments and the City Council. The City Attorney also supervises all legal work assigned to outside counsel and attends all council meetings and executive sessions.

The Legal Department provides support in all matters before hearing examiners, judges, civil litigation, and provides general legal advice to all departments. The department writes formal legal opinions, ordinances and resolutions. The department also reviews written agreements and real property instruments and provides prosecution for all phases of criminal and civil actions.

Major Activities

- Providing legal advice to the City Council, administration, and City departments
- Drafting Ordinances, Resolutions, and motions of the City Council and preparation and/or review of agenda items
- Drafting and/or review of contracts, interlocal agreements and other legal instruments
- Attending City Council and committee meetings and providing legal guidance as needed
- Representing the City or supervising retained counsel in legal proceedings
- Prosecution of all non-felony crimes committed in the City from filing through trial, sentencing, and probation
- Prosecution of traffic infractions and civil violations of City code



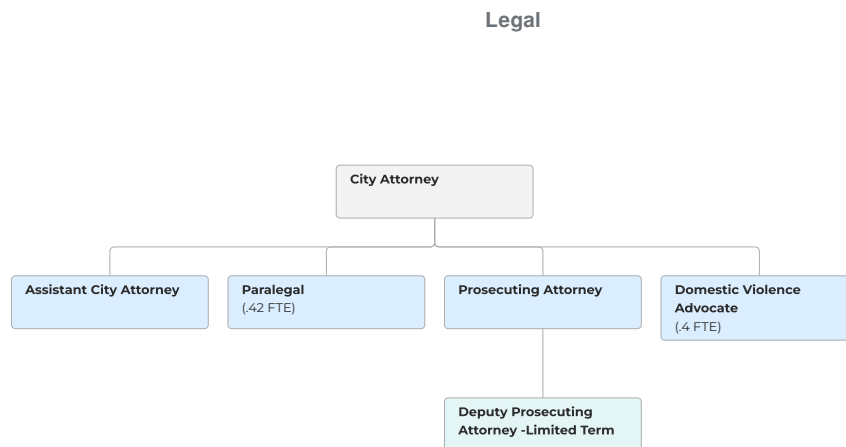
2024 Accomplishments

- In partnership with other City departments, completed another year without significant litigation or any adverse legal findings against the City. All while working short-handed in the department due to interim appointments and extended staff leave.
- The legal department worked with the Municipal Court, the Administrative Office of the Courts, and the City's vendor to bring the first park zone speed enforcement cameras in the state online.
- Prepared numerous ordinances adopted by the Council addressing such subjects as the Animal Code, fireworks, correcting outdated language and references, updating various fees throughout the Code and traffic safety enforcement cameras.
- Assisted the Building Official to complete the first major update of the City's building code in 10 years.

2025-2026 Goals

- Continue to provide high level legal advice and services to the City Council, administration, and City departments; promote public safety and justice through prosecution of misdemeanor crimes, infractions and City code violations.
- Assist with the seamless transition to a new City Manager.

Organizational Chart



Expenditures Summary

FY2025 Expenditures

\$975,709

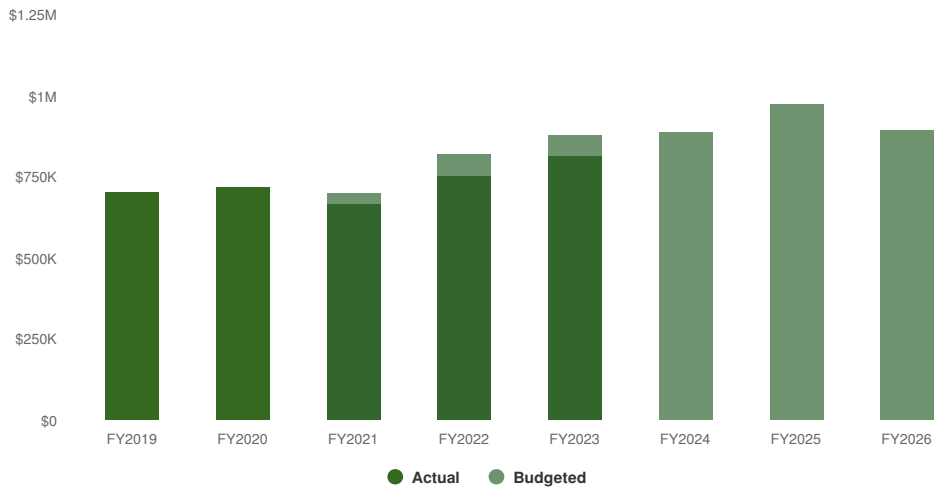
\$86,352 (9.71% vs. prior year)

FY2026 Expenditures

\$897,784

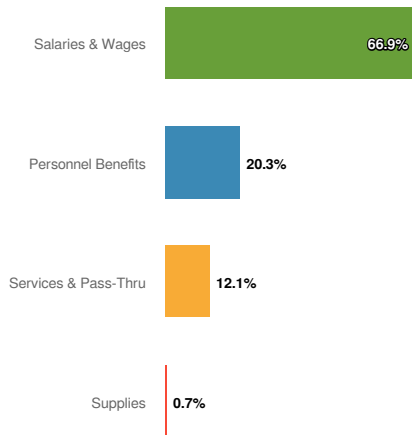
-\$77,925 (-7.99% vs. prior year)

Legal Proposed and Historical Budget vs. Actual

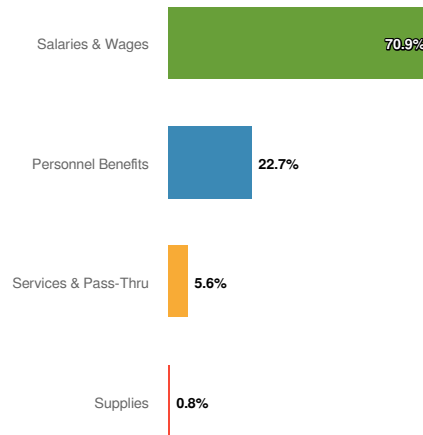


Expenditures by Expense Type

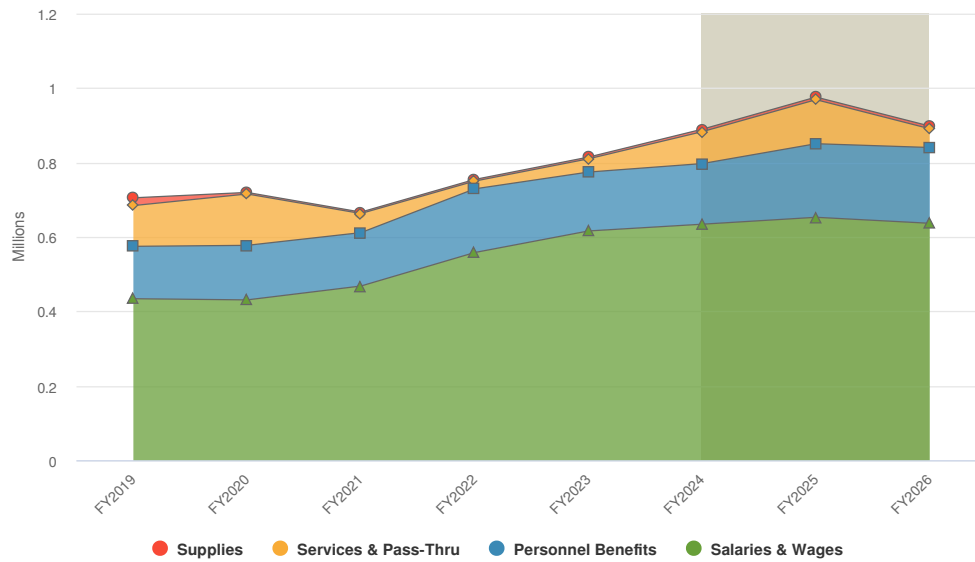
Budgeted 2025 Expenditures by Expense Type



Budgeted 2026 Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects						
Salaries & Wages	\$615,936	\$634,093	\$634,093	\$652,676	\$636,551	2.9%
Personnel Benefits	\$158,247	\$162,895	\$162,895	\$197,719	\$203,653	21.4%
Supplies	\$4,659	\$6,600	\$6,600	\$7,000	\$7,200	6.1%
Services & Pass-Thru	\$35,595	\$85,769	\$57,769	\$118,314	\$50,380	37.9%
Total Expense Objects:	\$814,437	\$889,357	\$861,357	\$975,709	\$897,784	9.7%



Municipal Court

Lisa Leone
Municipal Court Judge

Des Moines Municipal Court is a court of limited jurisdiction created by statute. It has jurisdiction to hear:

- Non-traffic infractions
- Parking tickets

The court contains the following programs:

- General Municipal Court
- Probation Services
- DUI Court Services

MISSION STATEMENT

Des Moines Municipal Court is dedicated to the fair, impartial, and timely administration of justice, providing the community it serves with a safe and accessible environment that is respectful to all. The business of the Court shall be conducted with integrity, competence, and a commitment to excellence, in order to promote public trust and confidence in our system of justice.

JUDICIAL BRANCH OVERVIEW

As the Judicial branch of the City of Des Moines, the Court's core responsibilities are as follows:

- To provide an impartial, safe, and accessible forum for the resolution of legal disputes;
- To timely adjudicate civil and criminal cases filed with the Court;
- To protect public safety using principles of deterrence and rehabilitation;
- To provide post-conviction supervision for those convicted of certain crimes;
- To successfully manage therapeutic DUI Court for high-risk/high-need offenders;
- To be a responsible steward of public funds; and,
- To uphold the public trust and confidence in the judicial branch.



2024 ACCOMPLISHMENTS

- Revised local court rules to prepare for changes in the law, to accommodate video access to court, and in anticipation of photo enforcement and electronic filings with the court;
- Successfully navigated staffing shortages and on-boarded new hires;
- Responsibly managed federal grant money for therapeutic court;
- Maintained compliance and reporting for Court program to address the Blake decision that declared Washington's liability drug possession statute to be unconstitutional;
- Continued the success of outreach programs, including administrative bench warrant quash and simplified process for individuals to address delinquent legal financial obligations.
- Continued educational efforts in court security, implicit bias, managing conflict, and supervisory skills for leadership team.

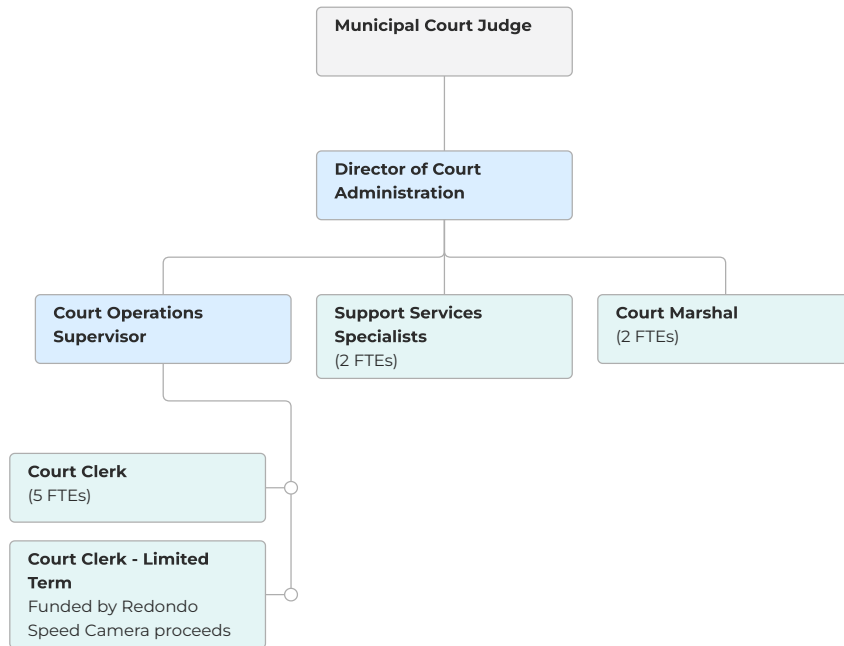
2025-2026 GOALS

- Continue accurate financial reporting to both the Administrative Office of the Courts (AOC) and the City;
- Continue accurate reporting to partners regarding exhibit retention, infraction filing, appeals, bench warrants, and probation revenue;
- Continue accurate caseload tracking;
- Anticipate photo enforcement program changes, and process impacts;
- Monitor case performance standards to increase efficiency and reduce costs.
- Continue focus on staff development and engagement including on-going training, small group training sessions, and educational retreats;
- Prepare for implementation and integration with State-wide case management system;
- Recommence offering cognitive behavioral programming through Support Services such as DV-MRT and Coping with Anger MRT;
- Maintain adherence to current Court policy regarding supervision standards;
- Set 100% of criminal matters within 90 days of time for trial (60 days if in-custody).
- Set 100% of infractions within 120 days of filing;
- Accurately report and remit monthly remittances to City's Finance Department and AOC;
- Maintain statutory compliance with reporting requirements related to criminal convictions;
- Maintain yearly review and update of local court rules to ensure compliance with State court rules and changes in State law;
- Maintain clear lines of communication with the other branches of City government, City departments, and stakeholders within the community.



Organizational Chart

Municipal Court



Expenditures Summary

FY2025 Expenditures

\$1,818,022

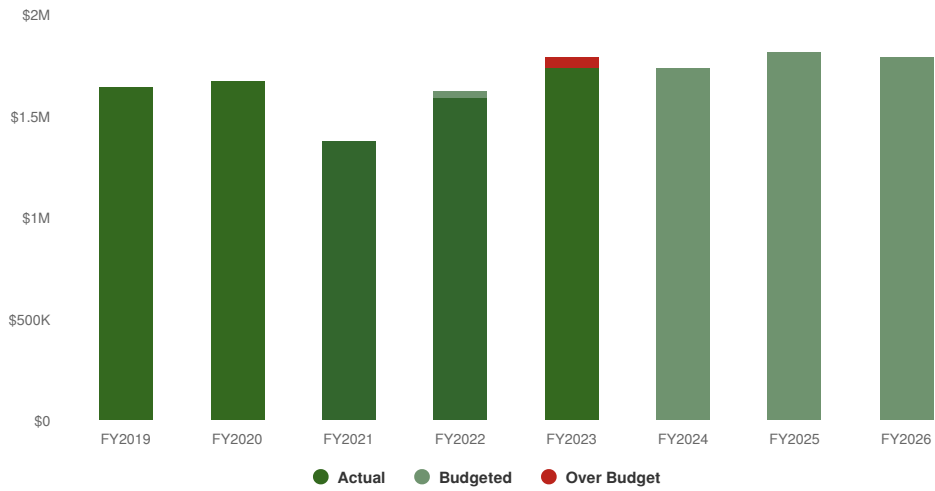
\$83,001 (4.78% vs. prior year)

FY2026 Expenditures

\$1,789,937

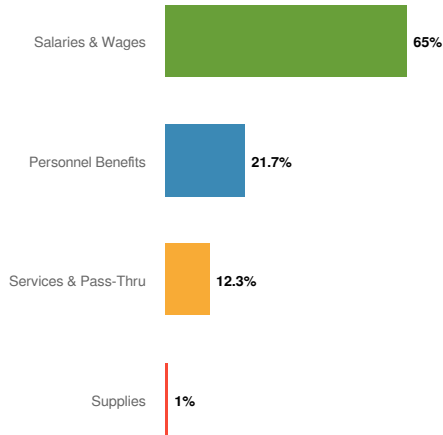
-\$28,085 (-1.54% vs. prior year)

Municipal Court Proposed and Historical Budget vs. Actual

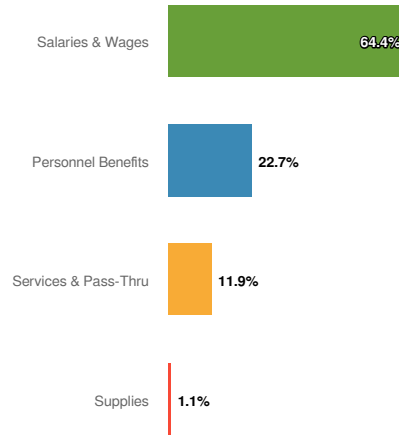


Expenditures by Expense Type

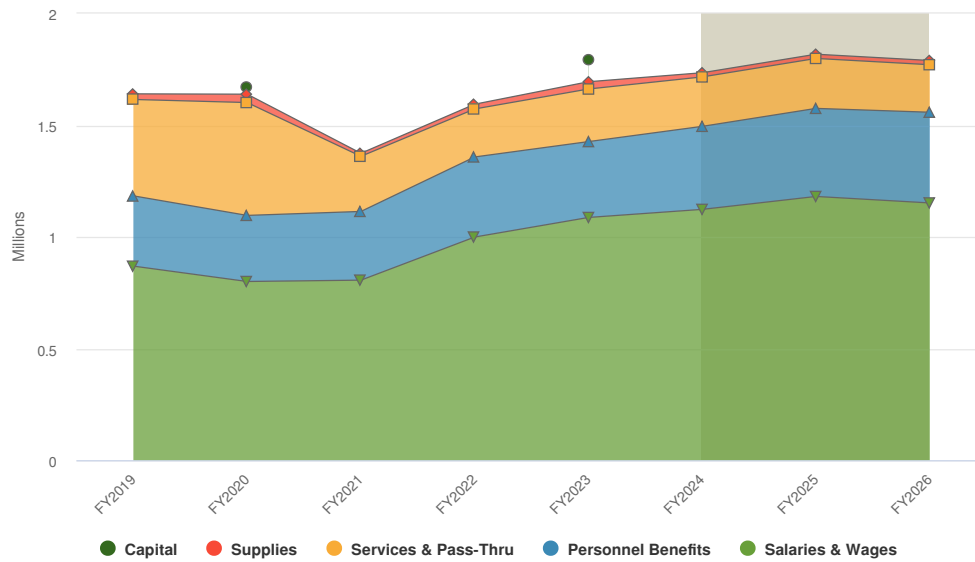
Budgeted 2025 Expenditures by Expense Type



Budgeted 2026 Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects						
Salaries & Wages	\$1,086,873	\$1,123,111	\$1,123,111	\$1,180,951	\$1,151,893	5.1%
Personnel Benefits	\$339,739	\$371,754	\$371,754	\$394,420	\$406,254	6.1%
Supplies	\$32,503	\$18,705	\$19,905	\$18,955	\$18,955	1.3%
Services & Pass-Thru	\$235,565	\$221,451	\$231,801	\$223,696	\$212,835	1%
Capital	\$98,899	\$0	\$0	\$0	\$0	0%
Total Expense Objects:	\$1,793,579	\$1,735,021	\$1,746,571	\$1,818,022	\$1,789,937	4.8%



Police

Ted Boe
Police Chief

The Police Department is composed of the following divisions:

Administrative - The division directs all municipal police personnel activities, ensuring efficient operation of the police department. It supervises all police functions, including law and ordinance enforcement, maintenance of order, traffic control, investigation, training and discipline of personnel. It formulates work methods, procedures, policies and regulations, prepares annual budgets, and attends civic meetings.

Patrol - The division promotes safety and security primarily through the deterrence and apprehension of offenders. It handles citizen calls for service, manages on-scene situations, enforces traffic laws, performs security checks of commercial and residential properties and other services.

Detective - This division investigates crime occurring within the City of Des Moines. It is responsible for identification and apprehension of offenders and the recovery of stolen property. Detectives also investigate narcotics and vice crime and will seize and acquire forfeiture of properties as allowed by law.

Crime Prevention - The division manages community related activities such as the safe-walk-to-school program, neighborhood watch associations, etc. it is also responsible for development of crime bulletins and code enforcement relating to public safety and health issues.

Automated Speed Enforcement - This program promotes public safety by issuing camera tickets to motorists speeding in two school zones.

Automated Red Light Running Enforcement - This program promotes public safety by issuing camera tickets to those motorists failing to stop when facing a steady red traffic control signal at designated intersections where traffic laws are enforced by an automated camera.

Mission

Committed to relentlessly fighting crime with trust and care.



Department Overview

The City of Des Moines has 36 commissioned personnel, which includes one Police Chief, two Assistant Chiefs, six Sergeants, four Detectives, five Corporals, and eighteen Officers. Additionally, there are two officer vacancies for commissioned personnel. The City also employs twelve non-commissioned personnel, which includes two Community Service Officers, one Crisis Response Specialist, one Executive Assistant, one Crime Analyst, one Evidence Technician, one Records Supervisor, and five Records Specialists.

Major Activities

- Promptly respond to approximately 17,000 911 calls/ year
- Safely effect more than 600 criminal arrests/ year
- Professionally conduct approximately 1,000 traffic stops/ year
- Organize and facilitate police events, including the annual Community Police Academy and National Night Out
- Attend various City events including, Independence Day, and Waterland Festival,
- Manages state grants for Distracted Driving, Speed, DUI, Seatbelt and Motorcycle Safety emphases
- Assist with Emergency Management and Disaster Preparedness

2024 Accomplishments

- Secured a replacement car from South King Fire
- Hired 6 new officers due to designated recruiter as of June
- Invested in new software for background investigations and Field Training (FTOs)
- *command folder – training for FBI National Academy Regional Leadership Training
- ABLE trainers (active bystandership for law enforcement)
- Community Police Academies
- Summer Outreach events
- Women's Self Defense Course
- Examine our body worn camera systems to determine replacement timeline

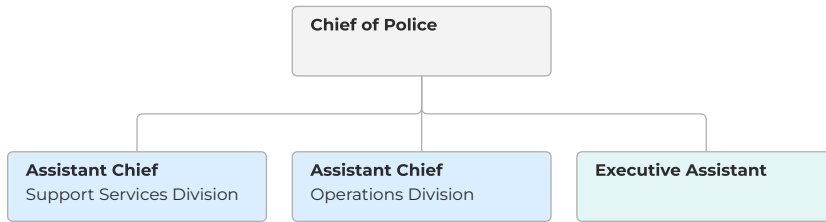
2025-2026 Goals

- Deployment of 2 K9 Handlers
- Improvement of vehicle fleet in order to facilitate ensured timely and consistent response
- Staff training development (leadership)/ reality based training (RBT)
- Deployment dedicated traffic officer
- Evaluate crime analysis data
- Continue to improve staff wellness
- Ensure annual standards are meet to keep Accreditation
- Reconstituting enforcement of street crimes
- Rejoin a federal task force

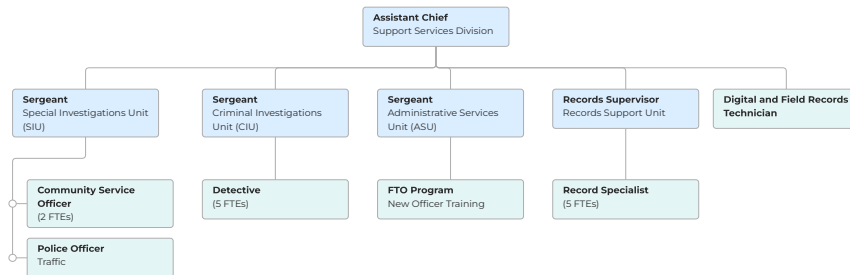


Organizational Chart

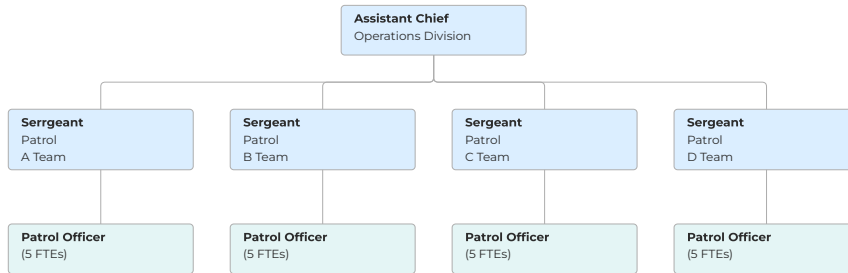
Police - Administration



Police - Support Services Division



Police - Operations Division



Expenditures Summary

FY2025 Expenditures

\$12,527,982

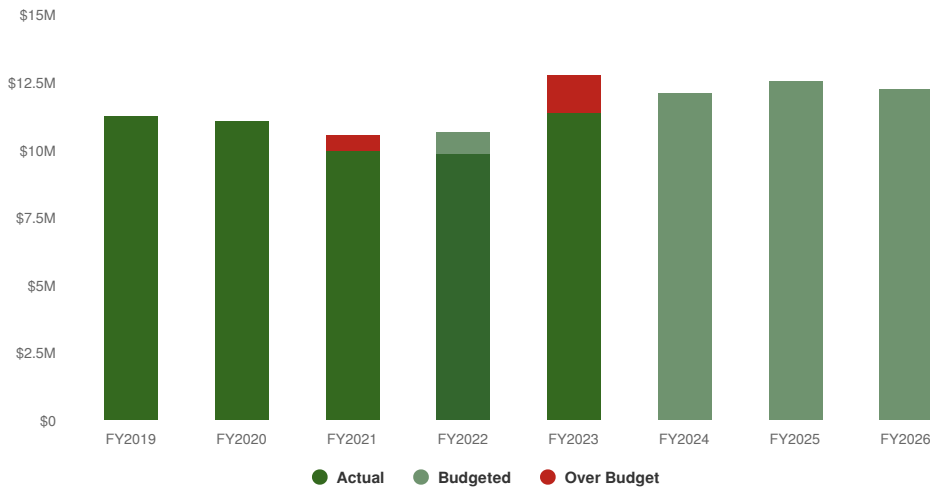
\$394,774 (3.25% vs. prior year)

FY2026 Expenditures

\$12,255,332

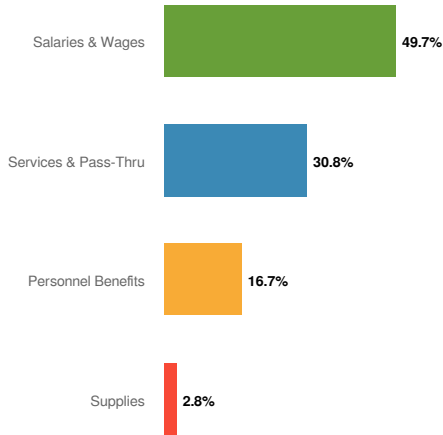
-\$272,650 (-2.18% vs. prior year)

Police Proposed and Historical Budget vs. Actual

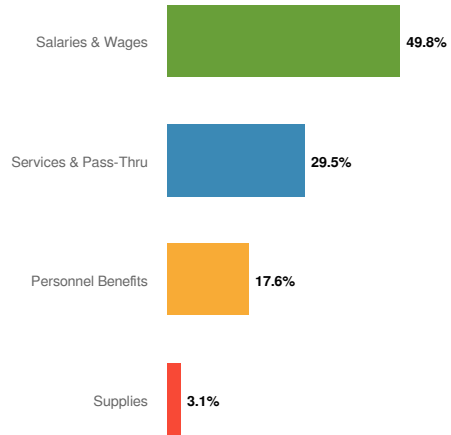


Expenditures by Expense Type

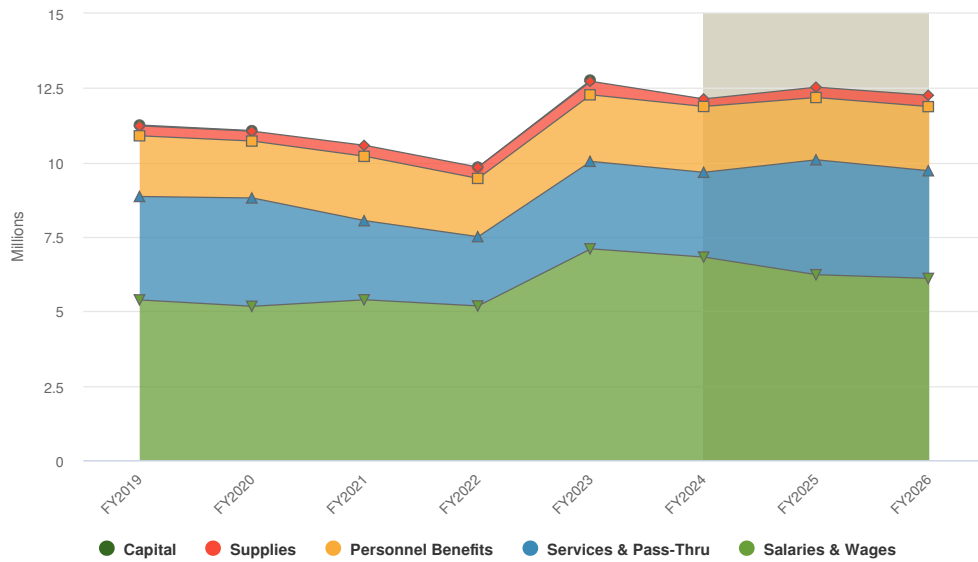
Budgeted 2025 Expenditures by Expense Type



Budgeted 2026 Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects						
Salaries & Wages	\$7,098,448	\$6,821,150	\$6,821,150	\$6,229,025	\$6,104,906	-8.7%
Personnel Benefits	\$2,235,606	\$2,212,025	\$2,212,025	\$2,092,665	\$2,155,443	-5.4%
Supplies	\$454,316	\$253,700	\$342,207	\$347,150	\$380,200	36.8%
Services & Pass- Thru	\$2,936,840	\$2,846,333	\$2,941,523	\$3,859,142	\$3,614,783	35.6%
Capital	\$41,661	\$0	\$0	\$0	\$0	0%
Total Expense Objects:	\$12,766,871	\$12,133,208	\$12,316,905	\$12,527,982	\$12,255,332	3.3%



Public Works

Mike Slevin
Public Works Director

Engineering services provided by the Public Works Department are funded by the General Fund. The division is responsible for the city's transportation infrastructure system. It studies and plans for improvements, seeks grant funding, designs and oversees construction. It also reviews residential and commercial development plans.

*The Public Works Director is also responsible for administration of the city's Surface Water Management Fund, Street Maintenance Fund, and Equipment Rental Replacement Fund; costs for which are reported in these funds rather than in the General Fund.

Mission

The Public Works Department's mission is to plan, construct, and maintain safe, attractive, and functional transportation system; to maintain, protect, and improve the city's surface water resources; to maintain city parks and open spaces; provide capital improvement expertise and project delivery; and to provide city fleet management services.

Department Overview

The 42 employees of the Public Works department work diligently to construct, maintain, and operate the city's infrastructure, utilities, capital facilities, and fleet for the benefit of the Citizens of Des Moines, under the direction of the City Manager, within the guidance of City Council policy and initiatives.

Major Activities

- Responding to citizen concerns
- Transportation Improvement Plan
- Pavement Restoration Program
- Review and permitting of private development and right-of-way projects
- Development of traffic calming program
- 2024 NPDES permit and water quality
- Storm Utility maintenance and operation
- Ecology Water Quality granting opportunities
- Capital Project construction, management, inspection, and delivery
- ROW and parks maintenance
- Fleet maintenance and procurement
- Continued coordination with governmental partners (Sound Transit, WSDOT, Ecology, Commerce, King County, neighboring jurisdictions)



2024 Accomplishments

- WSDOT SR 509 Interagency Agreement GCB3807
- Completion of Sound Transit FWLE improvements (Pacific Ridge, College Way)
- Marina Steps project design, bid, and under contract
- Design and construction of Redondo Restroom
- Coordinated with partners to install speed cameras in Redondo
- Completed most extensive pavement overlay project ever by the City
- Coordinated with WSDOT SR 509 team to reconstruct 26th Street bridge over I-5
- Completed 10% design of 223rd Complete Streets Project
- Cecil Powell Park and Playground Construction
- Field House Park and Playground Construction
- Senior Center pipe repairs
- Courthouse security and Public Defender room improvements
- Completed the Barnes Creek Culvert Replacement Project in partnership with WSDOT
- Completed the S Kent Des Moines Rd / 16th Ave S pipe replacement project
- Completed the 1st Ave S Pump replacement project
- Launched the Adopt-a-Drain program
- Secured \$500k Ecology NEP water quality grant for the Marina Steps project
- Purchased new robotic camera for pipe inspections
- In-house remodel of PW maintenance office, Suite D kitchen, Engineering office
- Major maintenance work to ensure parks were safe and welcoming
- Street marking replacement program initiated
- Extended life of aging police vehicles through proactive fleet maintenance

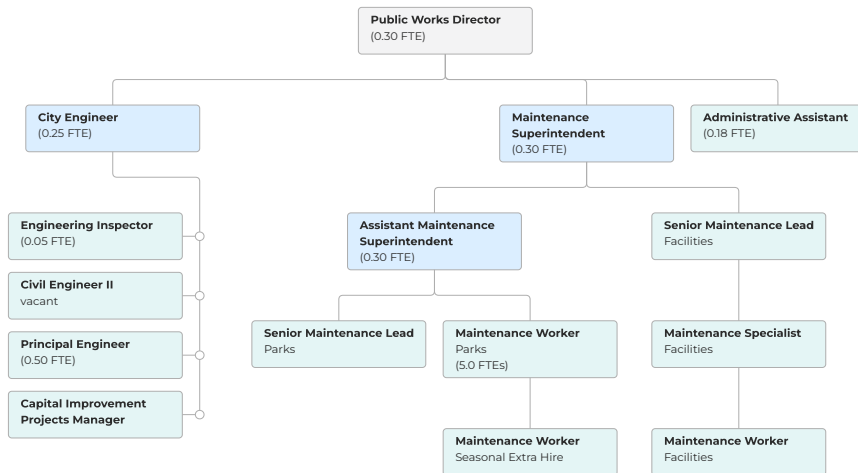


2025 - 2026 Goals

- Focus on Training, Safety, and Esprit de Corps of existing employees
- Complete construction of Barnes Creek Trail
- Complete construction of 200th Street Improvements
- Complete construction of Marina Steps project
- Complete construction of 24th Project
- Complete construction of Redondo restroom project
- Implement speed hump pilot project
- Redesign and bid Redondo Fishing Pier Project
- Begin design of 224th (Pacific Ridge) project
- Design of 223rd Complete Street Project
- Senior Center New Roof and Solar Panel Installation
- MVD Flag Triangle Park Renovation
- Midway Park Redesign
- Complete scheduled high priority CIP projects identified in the 2015 Surface Water Comprehensive Plan
- Complete Corrugated Metal Pipe inspection program
- Source Control inspection program
- Create a GIS map layer of all curbs and berms in the City
- Purchase new Vactor truck
- Street asset management program
- Comprehensive fleet management plan
- Maintain 95% staffing in all sections of Department

Organizational Chart

Public Works Maintenance, Engineering & CIP



Expenditures Summary

FY2025 Expenditures

\$1,705,464

-\$87,707

(-4.89% vs. prior year)

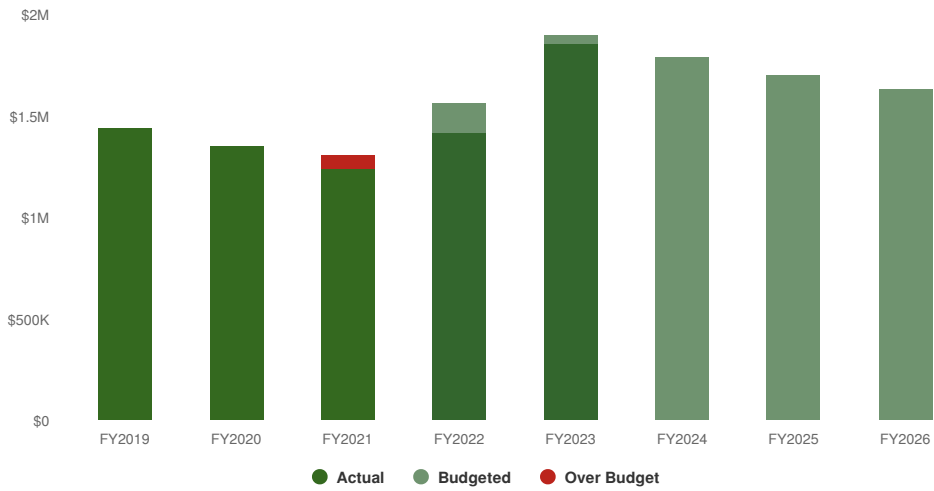
FY2026 Expenditures

\$1,636,631

-\$68,833

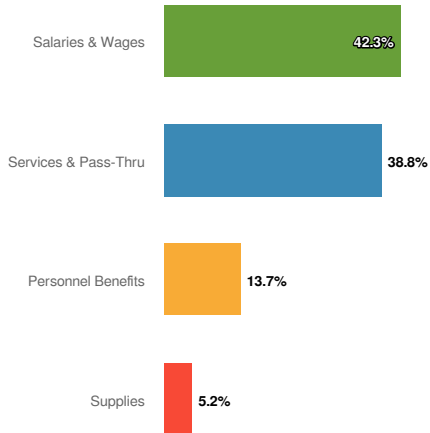
(-4.04% vs. prior year)

Public Works Proposed and Historical Budget vs. Actual

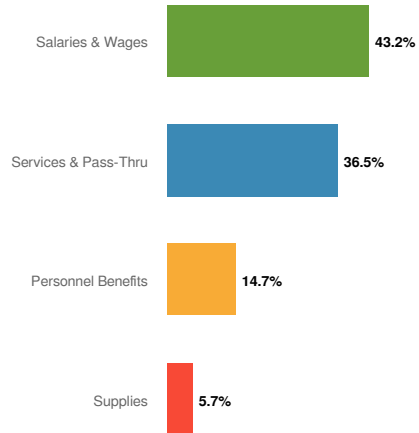


Expenditures by Expense Type

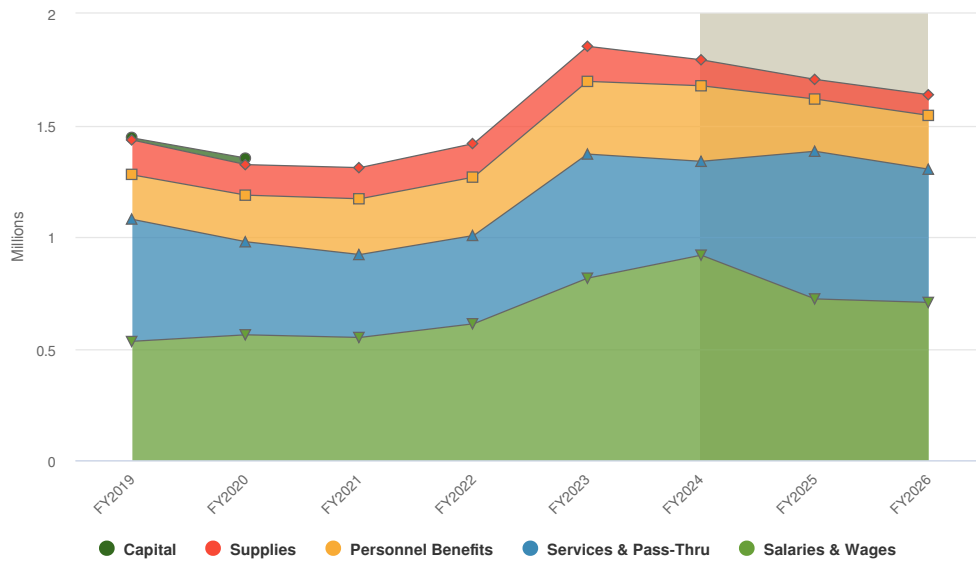
Budgeted 2025 Expenditures by Expense Type



Budgeted 2026 Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects						
Salaries & Wages	\$815,009	\$918,200	\$918,200	\$722,222	\$706,539	-21.3%
Personnel Benefits	\$325,520	\$338,463	\$338,463	\$233,973	\$240,992	-30.9%
Supplies	\$157,141	\$116,300	\$108,800	\$88,000	\$92,500	-24.3%
Services & Pass-Thru	\$555,952	\$420,208	\$437,483	\$661,269	\$596,600	57.4%
Total Expense Objects:	\$1,853,621	\$1,793,171	\$1,802,946	\$1,705,464	\$1,636,631	-4.9%



Community Events & Services (formerly Parks, Recreation, & Senior Services)

Bonnie Wilkins

Director of Community & Administrative Services

Community Events & Services Department (formerly Parks, Recreation and Senior Services Department) functions funded by the General Fund include:

- Administration - Provides direction to the Department, including grant and capital project development. Supports landmarks commission and lodging tax program.
- Arts Commission - Creates, promotes and delivers performing, community and public art programs and recommends works of art for the City's facilities and the local environment.
- Health and Human Services - Provides financial aid to nonprofit human services organizations who assist Des Moines residents in time of need.
- Recreation Programs - Provides activities and services for all age groups to maintain our residents' physical, mental and social wellness.
- Des Moines Activity Center provides Senior Services with outreach to Des Moines and Normandy Park senior residents to support learning and independence and encourage involvement with the Senior Center and community. As well as, Senior Programs, which provides special events, trips, lifelong learning and continuing education, sports leagues, fitness, and dance programs. Supported by fees and charges, sponsorships, and volunteers.
- Events and Facilities - Promotes and provides services for the rental of city properties for private and public events, primarily the Des Moines Beach Park, which includes the Auditorium, Dining Hall, Founders Lodge, Picnic Shelter, Meadow and Promontory.

Mission

Events and Facilities (Beach Park) - to provide a welcoming and versatile venue for private and public events that foster community engagement, celebrate diversity, and promote the natural beauty of Des Moines Beach Park.

Des Moines Activity Center (Senior Services) - to provide and promote high quality, sustainable and robust programming and recreational activities in a warm, welcoming, diverse and inclusive space. Delivering exceptional recreational and cultural opportunities responsive to the needs and health of our community with special event opportunities for the community to gather, celebrate, and learn about one another.



Department Overview

Events and Facilities (Beach Park) - At the Beach Park, we focus on facility and event management, customer service, day-to-day and event operations.

Major Activities

1. Event Planning and Coordination
 - Client consultation. Timeline management
2. Marketing and Sales
 - Promoting, tours and social media presents
3. Venue Management
 - Setup, tear down, parking, cleaning, inventory management, security, permits and insurance, health and safety for all staff and guests
4. Financial Management
 - Billing and invoicing, budgeting
5. Staff Management
 - Hiring and training, scheduling
6. Post-Event Activities
 - Feedback collection, reviews

Des Moines Activity Center (Senior Services) - The Des Moines Activity Center staff, its enthusiastic volunteers and Senior Advisory Committee focuses to serving our aging-adult community by providing health, social and human services, recreation and socialization programs to enhance the experience of being an older adult while meeting the goals of successful aging.

Major Activities

The Q1 closure of the Activity Center had a big impact on our existing events and activities. However, we were able to retain many of the ongoing classes and events. Upon opening during Q2, data has shown steady commitment and involvement of existing members and an increasing number of new participants. We have seen increasing interest in volunteerism from our community members who have a sense of pride, attachment and investment in the Activity Center. We see this as they offer time and effort in event planning, administrative duties, kitchen assistance, and volunteer class instruction. Our day trips and outings show a 100% participation rate, usually with an increasing wait list of eager members. We plan to host our annual bazaar drawing in vendor relationships and community engagement. Our congregate dining statistics have also increased exponentially. We plan to uphold partnerships with organizations and community groups and solidify new partnerships with local agencies supporting and embracing diversity, equity and inclusion.



2024 Accomplishments

Events and Facilities (Beach Park) -

- **Event Diversity:** Successfully hosted a wide range of events, including weddings, corporate functions, community gatherings, and cultural festivals.
- **Community Partnerships:** Established strong partnerships with local businesses, nonprofits, and community groups, enhancing the event center's role in the community.
- **Marketing Plan:** Increased marketing output, enhanced brand presence, promoting social media presence.
- **Vendor Relationships:** Establishing strong relationships with vendors for better rates for our customers by creating a preferred vendor list

Des Moines Activity Center (Senior Services) -

- Increase new membership and engagement quarter over quarter
- Increasingly active participation in our day trips, outings and events
- Increase online and social media engagement among community members, create new accounts with various online platforms to expand reach to the public, maintain commitment and an active line of communication with the public



2025-2026 Goals

Events and Facilities (Beach Park) -

- **Financial Sustainability:**
 - Maximize revenue through competitive pricing and strategic marketing.
 - Maintain cost-effective operations to ensure long-term sustainability.
- **Customer Satisfaction:**
 - Provide exceptional customer service to all event organizers and attendees.
 - Collect and act on feedback to continuously improve the event center's offerings.
- **Facility Enhancement:**
 - Regularly update and maintain facilities to ensure a high-quality experience for all users.
- **Community Engagement:**
 - Foster a sense of community by hosting events that bring people together.
 - Support local organizations and initiatives through event partnerships.
- **Customer Satisfaction:**
 - Repeat customers or word of mouth for future events
 - Positive reviews
- **Technology Integrations:**
 - Online available calendar
 - Better wifi for our spaces
- **Operation efficiency**
 - Staff training
 - Using other like department employees for shifts and fill ins

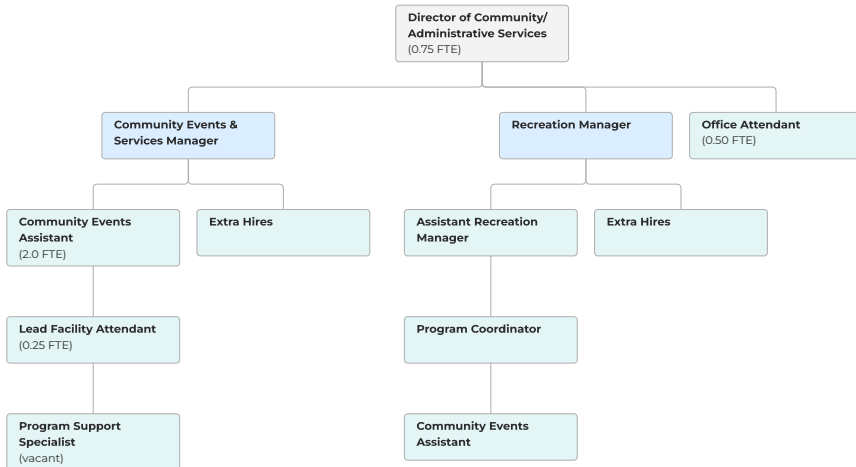
Des Moines Activity Center (Senior Services) -

- Strive to grow public outreach, seeks ways to increase communication methods with residents
- Strengthen existing community partnerships; cultivate new partnerships with local agencies and organizations by inviting community liaisons to info meetings, creating networking events and opportunities
- Seek grants for capital improvements, to develop and expand ongoing programs
- Seek staffing support



Organizational Chart

Community Events & Services



Expenditures Summary

FY2025 Expenditures

\$2,040,931

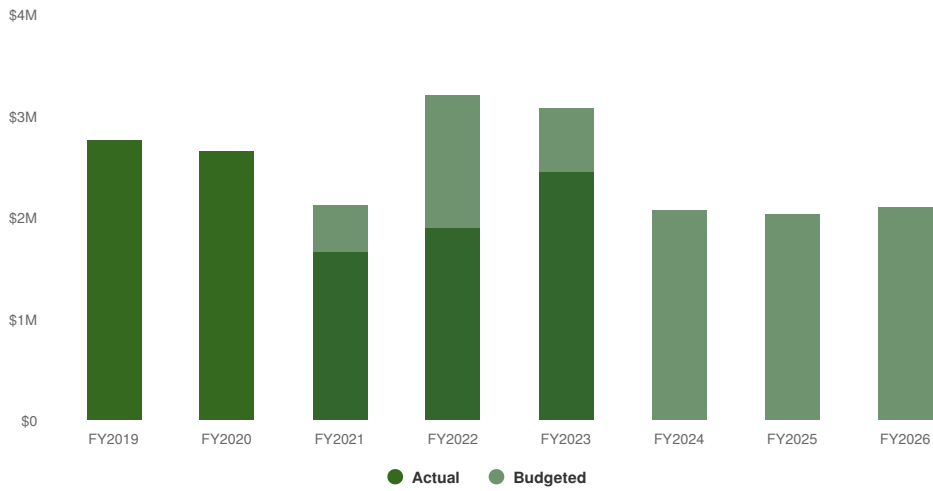
-\$36,947 (-1.78% vs. prior year)

FY2026 Expenditures

\$2,103,455

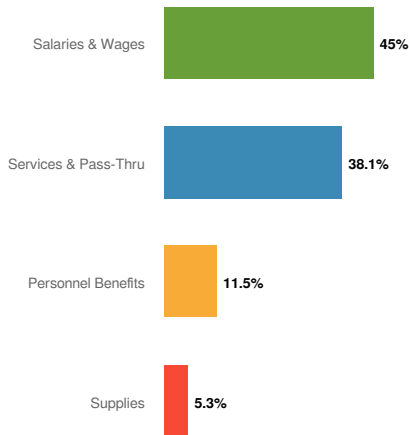
\$62,524 (3.06% vs. prior year)

Parks, Recreation, and Senior Services Proposed and Historical Budget vs. Actual

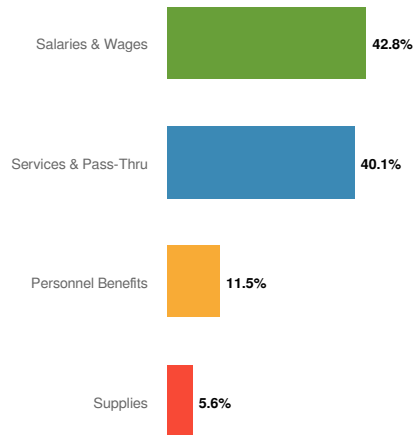


Expenditures by Expense Type

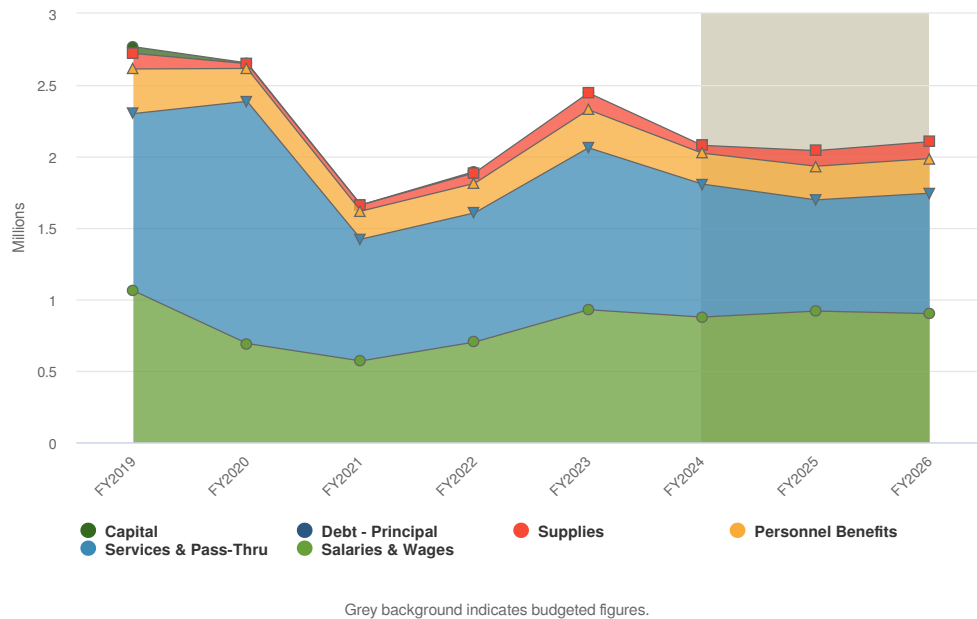
Budgeted 2025 Expenditures by Expense Type



Budgeted 2026 Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2023 Actuals	FY2024 Amended Budget	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects						
Salaries & Wages	\$927,480	\$1,298,917	\$1,025,821	\$918,102	\$900,353	4.8%
Personnel Benefits	\$265,891	\$404,057	\$261,726	\$235,542	\$242,609	9%
Supplies	\$118,211	\$119,870	\$95,050	\$109,100	\$117,900	98.8%
Services & Pass-Thru	\$1,133,405	\$1,243,733	\$1,067,512	\$778,187	\$842,593	-16.4%
Debt - Principal	\$3,000	\$0	\$0	\$0	\$0	0%
Total Expense Objects:	\$2,447,988	\$3,066,577	\$2,450,109	\$2,040,931	\$2,103,455	-1.8%



Public Safety Contract Services

Katherine Caffrey
City Manager

Includes contract costs that benefit the city as a whole and which are not attributable to any single department:

- Fire inspection and investigation activities are provided by South King Fire District, which serves the cities of Des Moines and Federal Way with seven responding fire stations and one Training and Maintenance station.
- Jail services are provided by South Correctional Entity (SCORE Jail), which is a government agency pursuant to RCW 39.34.030(3) in Des Moines, Washington. SCORE Jail is owned by the Cities of : Auburn, Burien, Des Moines, Renton, SeaTac, and Tukwila.
- Public Defender contract services are provided by Stewart MacNichols Harmell, Inc. P.S.

Expenditures Summary

FY2025 Expenditures

\$1,020,310

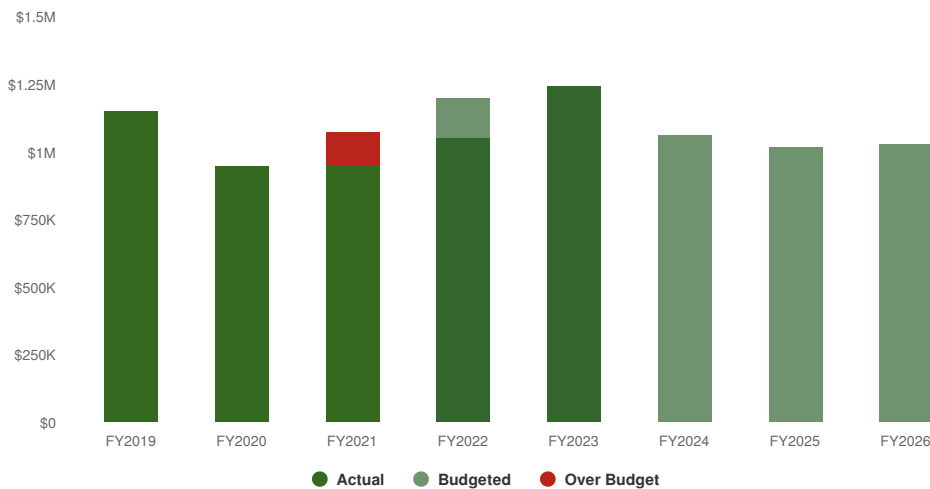
-\$41,040 (-3.87% vs. prior year)

FY2026 Expenditures

\$1,029,310

\$9,000 (0.88% vs. prior year)

Public Safety Contract Services Proposed and Historical Budget vs. Actual



Expenditures by Expense Type

Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects						
Services & Pass-Thru						
FIRE SUPPRESSION-SO KING FIRE	\$19,921	\$21,000	\$21,000	\$21,000	\$23,000	0%
FIRE INVESTIGATION SERVICES	\$25,871	\$44,100	\$44,100	\$45,000	\$47,000	2%
HOME DETENTION MONITORING	\$106,820	\$62,500	\$62,500	\$0	\$0	-100%
PRE-TRIAL DRUG TESTING	\$1,746	\$6,000	\$6,000	\$0	\$0	-100%
SCORE-MISDEMEANOR MAINTENANCE	\$937,760	\$750,000	\$1,015,000	\$794,310	\$794,310	5.9%
PUBLIC DEFENDER	\$151,643	\$177,750	\$148,000	\$160,000	\$165,000	-10%
Total Services & Pass-Thru:	\$1,243,761	\$1,061,350	\$1,296,600	\$1,020,310	\$1,029,310	-3.9%
Total Expense Objects:	\$1,243,761	\$1,061,350	\$1,296,600	\$1,020,310	\$1,029,310	-3.9%



Community Development (Planning & Building)

Rebecca Deming
Community Development Director

The Community Development functions funded by the General Fund include:

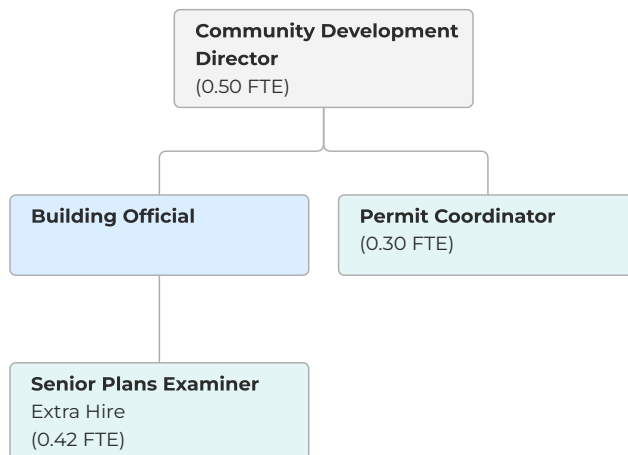
- **Planning and Development Services** - Planning Services assists in developing and implementing long-range use plans. Development Services review proposals and drafts code and zoning amendments.
- **Building Division** - Oversees building construction. It reviews building plans, issues permits, and inspects buildings during construction to ensure compliance with approved plans and codes.

*In 2017, Planning and Building was split into tax-based activities and fee-based activities. The tax-based activities are reported in the General Fund, while the fee-based activities are reported in the Development Fund, which is a Special Revenue Fund.

For Department **Mission, Accomplishments, and Goals**, please see the **Development Fund**.

Organizational Chart

Community Development (Planning & Building)



Expenditures Summary

FY2025 Expenditures

\$659,284

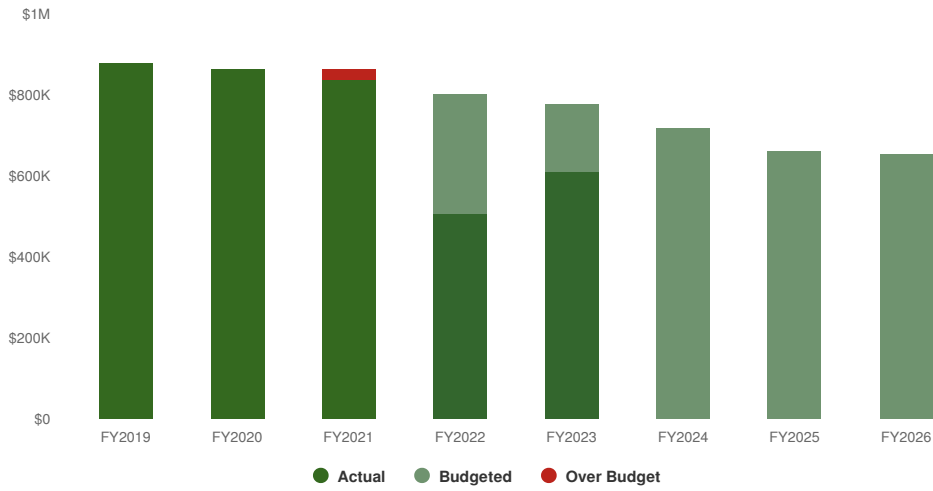
-\$56,961 (-7.95% vs. prior year)

FY2026 Expenditures

\$655,228

-\$4,057 (-0.62% vs. prior year)

Community Development (Planning & Building) Proposed and Historical Budget vs. Actual

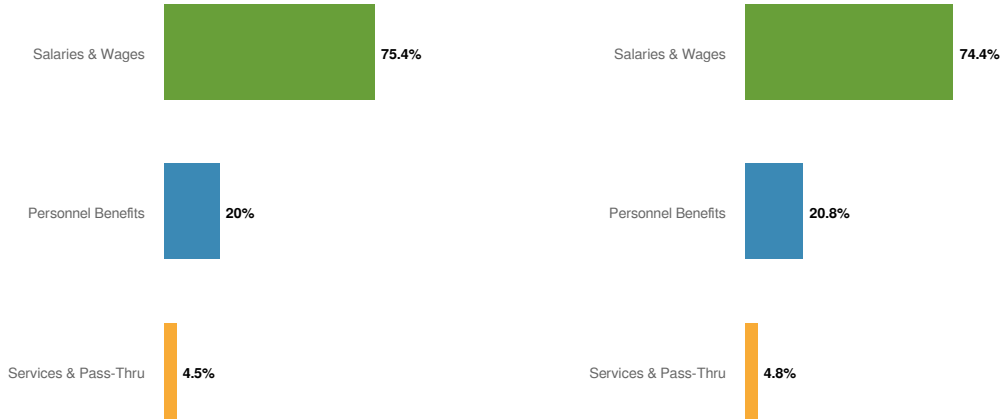


Expenditures by Expense Type

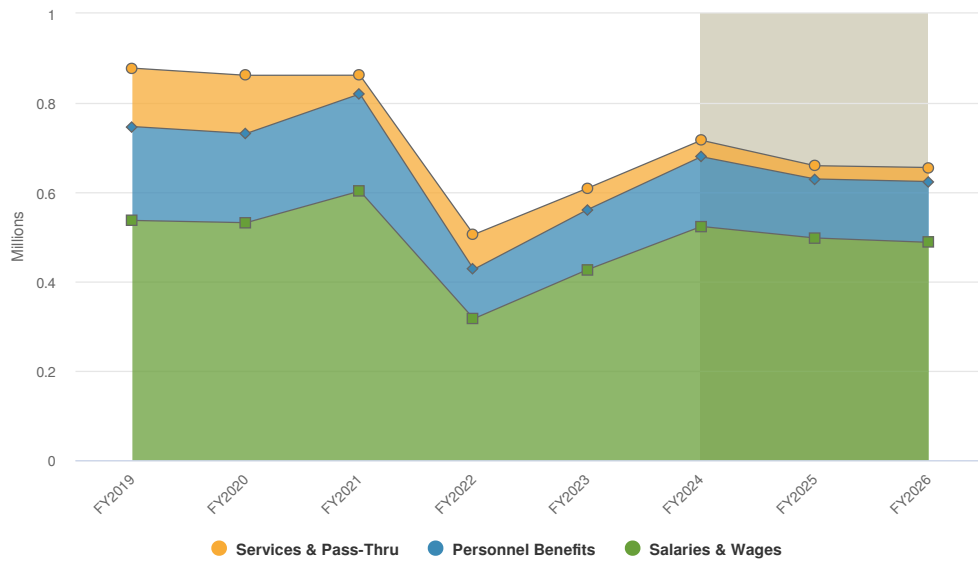
Budgeted 2025 Expenditures by Expense Type



Budgeted 2026 Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.



Name	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2026 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects						
Salaries & Wages	\$426,416	\$523,207	\$523,207	\$497,408	\$487,656	-4.9%
Personnel Benefits	\$134,422	\$156,246	\$156,246	\$132,162	\$136,127	-15.4%
Services & Pass-Thru	\$47,973	\$36,792	\$36,792	\$29,714	\$31,445	-19.2%
Total Expense Objects:	\$608,811	\$716,245	\$716,245	\$659,284	\$655,228	-8%



DEBT



Debt Service

Debt service funds are used to account for principal and interest payments. Debt is used by the City as a means of financing capital improvements. By extending the repayment of debt over the anticipated useful life of the improvement, the cost is more equitably spread among the citizens who benefit from the improvement.

Bonds are sold and the proceeds are used to pay for the construction of capital improvements. The bonds are repaid over a period of time from taxes, fees, or other revenue sources identified for that purpose.

The City of Des Moines has issued three types of debt for general government purposes.

- Limited Tax General Obligation (LTGO) Bonds (also called Councilmatic Bonds) can be issued with approval of City Council. The debt is repaid from existing general revenues of the City.
- Intergovernmental Bonds, which are backed by the full faith and credit of the City of Des Moines. In 2019, the City went from a host City for the SCORE jail to an owner City. As a host City, the City's allocable share of SCORE debt was reflected as an intergovernmental loan. With this change to an owner City, the City's allocable share of the SCORE debt is reflected as intergovernmental bonds.
- Governmental Loans, which the City of Des Moines has two Public Works Trust Fund loans.

When the City issues debt, a thorough review of the City's financial condition is completed by bond rating agencies. Based on their findings, the bonds are given a rating. The City's bond rating is a reflection of creditworthiness and affects the cost to the City of issuing debt. The City holds a AA+ bond rating awarded to the City on July 30, 2018 and again on September 21, 2023 by Standard and Poor's (S&P).

	Issue Date	Maturity Date	Interest Rate	Original Amount	Outstanding Debt 12/31/2024	2023 Standard & Poor Rating
Limited Tax General Obligaion (LTGO) Bonds						
2018 New Money Bonds	9/6/2018	12/1/2038	3.00% - 4.00%	\$ 3,105,000	\$ 2,415,000	AA+
2018 Refunding Bonds	9/6/2018	12/1/2028	3.00% - 4.00%	5,285,000	2,355,000	AA+
2023 Bonds	10/19/2023	12/1/2052	5%	24,505,000	24,505,000	AA+
Total General Obligation Bonds				32,895,000	29,275,000	
Intergovernmental Bonds						
SCORE PDA 2019 Refunding Bonds	12/11/2019	12/1/2038	3.00% - 5.00%	\$ 3,073,511	\$ 2,493,183	
Public Works Trust Fund Loans						
2009 P WTF Loan - Gateway Construction	1/26/2009	7/1/2028	0.50%	\$ 1,000,000	\$ 127,452	



Debt Capacity

City of Des Moines, Washington
Legal Debt Limit

Legal debt margin calculation - Fiscal Year Ended December 31, 2023

Assessed Value	6,335,331,000
GENERAL PURPOSES	
Limit of 2.5% of Assessed Value	158,383,275
Councilmanic:	
Capacity (1.5% of Assessed Value)	95,029,965
Outstanding debt(2):	
GO bonds outstanding	8,978,542
State LOC. GO notes and loans	238,414
TRAC Obli Capital leases	90,247
Compensated Absences	2,034,419
OPEB	1,847,829
Net pension liabilities	3,012,494
Total outstanding debt	16,201,946
Less amounts available in debt service funds	(122,730)
Total applicable debt	16,079,216
Remaining capacity without a vote	142,304,059
Voter Approved:	
Capacity (1.0% of Assessed Value)	63,353,310
Less:	
GO Bonds Outstanding	-
Remaining capacity with a vote	63,353,310

General Purpose Councilmanic Debt - The City Council may approve bond issues without voter approval up to 1.5% of the City's assessed valuation. Councilmanic debt must be approved by a majority of the City Council and must be repaid from existing operational revenue sources. In 2023, the City Council could levy up to \$95,029,965, or 1.5% of the City's estimated assessed value. Because the City currently has outstanding Councilmanic debt of \$32,895,000, the remaining Councilmanic debt capacity for 2023 is \$62,134,965.



Limited Tax General Obligation (LTGO) Bonds

2018 LTGO Bonds (New Money and Refunding)

- 2018 LTGO “New Money” bonds were issued to pay or reimburse a portion of the costs of the design, construction, improvement, renovation and/or replacement of a bulkhead located near the City marina and other related public amenities and capital improvements.
- 2018 LTGO refunding bonds were issued to refund the City's outstanding 2008A and 2008B bonds. The net proceeds from the Refunding Bonds were used to purchase United States government securities. Those securities were deposited into a refunding trust account with a trust account to pay the full outstanding principal and interest on the 2008A and 2008B bonds. As a result of this transaction, the 2008A and 2008B bonds are considered to be paid in full and the liability for those bonds have been removed from the City's financial statements.

Payments on the bonds have historically been made by the General Fund, the Street Maintenance Fund, and the Marina Fund. Beginning in 2025, the City will use Real Estate Excise Tax (REET) to pay the General Fund portion of the debt service.

The interest rate on the bonds range from 3% to 4%.

Year	General Fund			REET			Street Maintenance Fund			Marina			Total		
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Debt Service
2024	\$125,000	\$101,600	\$226,600	\$ -	\$ -	\$ -	\$146,436	\$31,641	\$178,077	\$ 388,564	\$ 83,959	\$ 472,522	\$ 660,000	\$ 217,200	\$ 877,200
2025	-	-	-	130,000	96,600	226,600	151,911	25,784	177,695	403,089	68,416	471,506	685,000	190,800	875,800
2026	-	-	-	135,000	91,400	226,400	157,385	19,707	177,092	417,615	52,293	469,908	710,000	163,400	873,400
2027	-	-	-	145,000	86,000	231,000	164,228	13,412	177,640	435,772	35,588	471,360	745,000	135,000	880,000
2028	-	-	-	150,000	80,200	230,200	171,071	6,843	177,914	453,929	18,157	472,087	775,000	105,200	880,200
2029 - 2033	-	-	-	835,000	306,800	1,141,800	-	-	-	-	-	-	835,000	306,800	1,141,800
2034 - 2038	-	-	-	1,020,000	125,400	1,145,400	-	-	-	-	-	-	1,020,000	125,400	1,145,400
Totals	\$125,000	\$101,600	\$226,600	\$2,415,000	\$786,400	\$3,201,400	\$791,031	\$97,387	\$888,418	\$2,098,969	\$258,413	\$2,357,382	\$5,430,000	\$1,243,800	\$6,673,800



2023 LTGO Bonds

2023 LTGO bonds were issued to pay or reimburse the costs of design and construction of the marina steps which will connect the marina to the City's downtown, the replacement of a restroom at the Redondo pier, the design and construction of the memorial flag triangle, the replacement of three docks at the marina, the restoration of the Redondo pier, and the purchase and installation of new parking systems at the marina and Redondo pier locations

Payments on the 2023 LTGO bonds are funded by parking proceeds from the new parking systems, Real Estate Excise Tax, One-time Tax, and the Marina. One-time tax is Sales Tax and Business and Occupation tax provided by construction projects taking place in the City that have a permit value of \$15 million or more. The Marina's portion of the debt service relates only to the dock replacement project.

The interest rate on the bonds is 5%.

Year	Parking Proceeds			REET			One-Time Tax			Marina			Total		
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Debt Service
2024	\$ -	\$ 310,476	\$ 310,476	\$ -	\$ 310,476	\$ 310,476	\$ -	\$ 62,095	\$ 62,095	\$ -	\$ 704,047	\$ 704,047	\$ -	\$ 1,387,095	\$ 1,387,095
2025	-	278,038	278,038	-	278,038	278,038	-	55,608	55,608	-	630,490	630,490	-	1,242,175	1,242,175
2026	-	278,038	278,038	-	278,038	278,038	-	55,608	55,608	-	630,490	630,490	-	1,242,175	1,242,175
2027	-	278,038	278,038	-	278,038	278,038	-	55,608	55,608	-	630,490	630,490	-	1,242,175	1,242,175
2028	-	278,038	278,038	-	278,038	278,038	-	55,608	55,608	-	630,490	630,490	-	1,242,175	1,242,175
2029 - 2033	557,342	1,337,088	1,894,430	557,342	1,337,088	1,894,430	111,468	267,418	378,886	1,263,848	3,032,092	4,296,880	2,490,000	5,973,626	8,469,626
2034 - 2038	703,428	1,143,483	1,891,911	703,428	1,143,483	1,891,911	141,685	236,697	378,382	1,606,458	2,683,711	4,290,170	3,165,000	5,287,375	8,452,375
2039 - 2043	1,188,548	960,715	2,149,263	1,188,548	960,715	2,149,263	237,710	192,143	429,853	2,695,195	2,178,553	4,873,748	5,310,000	4,292,125	9,602,125
2044 - 2048	1,515,342	632,521	2,147,863	1,515,342	632,521	2,147,863	303,068	126,504	429,573	3,436,247	1,434,329	4,870,576	6,770,000	2,825,875	9,595,875
2049 - 2053	1,515,342	204,000	1,719,342	1,515,342	204,000	1,719,342	303,068	40,800	343,868	3,436,247	462,598	3,898,845	6,770,000	911,398	7,681,398
Totals	\$ 5,485,002	\$ 5,740,437	\$ 11,225,439	\$ 5,485,002	\$ 5,740,437	\$ 11,225,439	\$ 1,097,000	\$ 1,148,087	\$ 2,245,088	\$ 12,437,996	\$ 13,017,232	\$ 25,455,228	\$ 24,505,000	\$ 25,646,195	\$ 50,151,195



Intergovernmental Bonds

South Correctional Entity (SCORE)

On March 25, 2009, the Cities of Auburn, Burien, Des Moines, Federal Way, Renton, SeaTac and Tukwila, Washington (Member Cities) entered into a SCORE Facility Interlocal Agreement (as amended and restated on October 1, 2009, the “2009 Interlocal Agreement”) pursuant to chapter 39.34 RCW (Interlocal Cooperation Act) to jointly construct, equip, maintain and operate a consolidated regional misdemeanor correctional facility located in Des Moines, Washington (SCORE Facility) to serve the parties to the 2009 Interlocal Agreement and state agencies and other local governments (Subscribing Agencies) to provide correctional services essential to the preservation of the public health, safety and welfare. To carry out the purposes of the 2009 Interlocal Agreement and to operate, manage and maintain the SCORE Facility, the Member Cities formed the South Correctional Entity (SCORE), a separate governmental administrative agency pursuant to the 2009 Interlocal Agreement and RCW 39.34.030(3).

The 2009 Interlocal Agreement named the City of Des Moines as the “Host City” and the remaining Member Cities as the “Owner Cities”. Pursuant to a separate “Host City Agreement” dated October 1, 2009, the Host City will not enjoy the same equity position as the Owner Cities until all debts issued are paid and the Host City fulfills all of its obligations as outlined in the Host City Agreement. Pursuant to SCORE financial policies, all unexpended funds or reserve funds shall be distributed based on the percentage of the Member City’s average daily population at the SCORE Facility for the last three (3) years regardless of its Owner City or Host City status.

SCORE and the SCORE Facility may serve the Member Cities and Subscribing Agencies which are in need of correctional facilities. Any agreement with a Subscribing Agency shall be in writing and approved by SCORE as provided within the SCORE Formation Interlocal Agreement.

SCORE, as a governmental administrative agency formed under the Interlocal Cooperation Act, is not expressly authorized to issue bonds. To finance and refinance the costs of the SCORE Facility, the City of Renton, Washington, chartered the South Correctional Entity Facility Public Development Authority as a public corporation pursuant to RCW 35.21.730 through 35.21.757 (Public Corporation Act) and Ordinance No. 5444, passed on February 2, 2009 (Charter Ordinance).

2009 Bonds. The SCORE PDA issued its Bonds, Series 2009A (2009A Bonds) and Bonds, Series 2009B (Taxable Build America Bonds—Direct Payment) (2009B Bonds, and, together the 2009 Bonds) on November 4, 2009 in the aggregate principal amount of \$86,235,000. Proceeds of the 2009 Bonds were used to finance a portion of the costs of acquiring, constructing, developing, equipping and improving the SCORE Facility, to capitalize interest during construction, and to pay costs of issuance for the 2009 Bonds.



Pursuant to the 2009 Interlocal Agreement and the ordinances of each city, each Owner City (which includes the Cities of Auburn, Burien, Federal Way, Renton, SeaTac, and Tukwila) is obligated to budget for and pay its share, and only its share, of the principal of and interest on the 2009 Bonds as the same become due and payable (referred to as each Owner City's 2009 Capital Contribution). Each Owner City's obligation to pay its 2009 Capital Contribution is an irrevocable, unconditional full faith and credit obligation of such Owner City, payable from regular property taxes levied within the constitutional and statutory authority provided without a vote of the electors of the Owner City on all of the taxable property within the Owner City and other sources of revenues available therefor.

Subsequent Activities: Refunding of 2009 Bonds and Amendment and Restatement of Interlocal Agreement. Pursuant to the 2009 Interlocal Agreement, on September 5, 2018, the City of Federal Way gave its notice of intent to withdraw from SCORE effective December 31, 2019. The remaining Member Cities (including the cities of Auburn, Burien, Des Moines, Renton, SeaTac and Tukwila) entered into an Amended and Restated SCORE Interlocal Agreement (2019 Interlocal Agreement), which amended and restated the 2009 Interlocal Agreement in its entirety, removed Federal Way as a Member City (effective December 31, 2019) and an Owner City (effective immediately), added the City of Des Moines as an Owner City, terminated the Host City Agreement, and made other revisions to provide for the issuance of bonds to refund the 2009 Bonds.

On December 11, 2019, the Authority issued its Refunding Bonds, Series 2019 in the aggregate principal amount of \$51,055,000 (2019 Bonds). The 2019 Interlocal Agreement became effective on the date of issuance of the 2019 Bonds. Proceeds of the 2019 Bonds were used, together with a contribution from Federal Way to fully pay its 2009 Capital Contribution, to defease and refund all of the outstanding 2009 Bonds.

As a result, Federal Way has satisfied its 2009 Capital Contribution and, as of December 31, 2019, will no longer be considered a Member City of SCORE.

Pursuant to the 2019 Interlocal Agreement and the ordinances of each city, each remaining Owner City (including the Cities of Auburn, Burien, Des Moines, Renton, SeaTac, and Tukwila) is obligated to budget for and pay its share, and only its share, of the principal of and interest on the 2019 Bonds as the same become due and payable (referred to as each Owner City's 2019 Capital Contribution). Each Owner City's obligation to pay its 2019 Capital Contribution is an irrevocable, unconditional full faith and credit obligation of such Owner City, payable from regular property taxes levied within the constitutional and statutory authority provided without a vote of the electors of the Owner City on all of the taxable property within the Owner City and other sources of revenues available therefor. The City of Federal Way is not obligated, under the 2019 Interlocal Agreement or otherwise, to pay debt service on the 2019 Bonds or other debt of the Authority.

The interest rate on the 2019 bonds range from 3.0% to 5.0%.



SCORE Debt Service (Des Moines share)			
Year	Prinicipal	Interest	Total
2024	\$ 124,614	\$ 110,762	\$ 235,376
2025	129,731	105,777	235,508
2026	136,052	99,291	235,343
2027	142,975	92,488	235,463
2028	149,898	85,340	235,238
2029 - 2033	868,686	308,242	1,176,928
2034 - 2038	1,065,841	110,783	1,176,624
Totals	\$ 2,617,797	\$ 912,683	\$ 3,530,480

Public Works Trust Fund Loans

A Public Works Trust Fund (PWTF) loan is a low-interest or interest-free loan from the Washington State Public Works Board (PWB) to local governments for public works projects. PWTF loans are used to create, repair, or replace infrastructure, such as water and sewer facilities.

Public Works Trust Fund loans outstanding at year-end 2024 are as follows:

- 2009 loan to provide funding for the Des Moines Transportation Gateway Project which called for arterial widening and improvements along various sections of S. 216th St.

Delinquent payments shall be assessed a penalty equal to twelve percent (12%) per year.

The interest rate on the loan is 0.50%.

Loan payments are made using Real Estate Excise Tax.

2009 PWTF Loan			
Year	Prinicipal	Interest	Total
2024	\$ 31,863	\$ 797	\$ 32,660
2025	31,863	637	32,500
2026	31,863	478	32,341
2027	31,863	319	32,182
2028	31,863	159	32,022
Totals	\$ 159,315	\$ 2,390	\$ 161,705



APPENDIX



Glossary

Abatement: A reduction or elimination of a real or personal property tax, motor vehicle excise, a fee, charge, or special assessment imposed by a governmental unit. Granted only on application of the person seeking the abatement and only by the committing governmental unit.

Accounting System: The total structure of records and procedures that identify, record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, account groups, and organizational components.

Accrual Basis: The recording of the financial effects on a government of transactions and other events and circumstances that have cash consequences for the government in the periods in which those transactions, events and circumstances occur, rather than only in the periods in which cash is received or paid by the government.

Accrued Interest: The amount of interest that has accumulated on the debt since the date of the last interest payment, and on the sale of a bond, the amount accrued up to but not including the date of delivery (settlement date). (See Interest)

Amortization: The gradual repayment of an obligation over time and in accordance with a predetermined payment schedule.

Annual Budget: A budget applicable to a single fiscal year.

Appropriation: A legal authorization from the community's legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

Arbitrage: As applied to municipal debt, the investment of tax-exempt bonds or note proceeds in higher yielding, taxable securities. Section 103 of the Internal Revenue Service (IRS) Code restricts this practice and requires (beyond certain limits) that earnings be rebated (paid) to the IRS.

Assessed Valuation: A value assigned to real estate or other property by a government as the basis for levying taxes.

Audit: An examination of a community's financial systems, procedures, and data by a certified public accountant (independent auditor), and a report on the fairness of financial statements and on local compliance with statutes and regulations. The audit serves as a valuable management tool in evaluating the fiscal performance of a community.

Audit Report: Prepared by an independent auditor, an audit report includes: (a) a statement of the scope of the audit; (b) explanatory comments as to application of auditing procedures; (c) findings and opinions. It is almost always accompanied by a management letter which contains supplementary comments and recommendations.



Available Funds: Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other one-time costs.

Balance Sheet: A statement that discloses the assets, liabilities, reserves and equities of a fund or governmental unit at a specified date.

Balanced Budget: A budget situation where budgeted resources are equal to or greater than budgeted expenditures.

Betterments (Special Assessments): Whenever a specific area of a community receives benefit from a public improvement (e.g., water, sewer, sidewalk, etc.), special property taxes may be assessed to reimburse the governmental entity for all or part of the costs it incurred. Each parcel receiving benefit from the improvement is assessed for its proportionate share of the cost of such improvements. The proportionate share may be paid in full or the property owner may request that the assessors apportion the betterment over 20 years. Over the life of the betterment, one year's apportionment along with one year's committed interest computed from October 1 to October 1 is added to the tax bill until the betterment has been paid.

Biennial Budget: A budget applicable to a fiscal biennium.

Biennium: A two-year period

Bond: A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year. (See Note)

Bond and Interest Record: (Bond Register) – The permanent and complete record maintained by a treasurer for each bond issue. It shows the amount of interest and principal coming due each date and all other pertinent information concerning the bond issue.

Bond Issue: Generally, the sale of a certain number of bonds at one time by a governmental unit.

Bond Rating (Municipal): A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poors, use rating systems, which designate a letter or a combination of letters and numerals where AAA is the highest rating and C1 is a very low rating.



Budget: A plan for allocating resources to support particular services, purposes and functions over a specified period of time. (See Performance Budget, Program Budget)

Capital Assets: All real and tangible property used in the operation of a government, which is not easily converted into cash, and has an initial useful life extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure such as roads, bridges, water and sewer lines; easements; buildings and building improvements; vehicles, machinery and equipment. Communities typically define capital assets in terms of a minimum useful life and a minimum initial cost. (See Fixed Assets)

Capital Budget: An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method of financing each recommended expenditure, i.e., tax levy or rates, and identify those items that were not recommended. (See Capital Assets, Fixed Assets)

Cash: Currency, coin, checks, postal and express money orders and bankers' drafts on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

Cash Basis: Cash basis is an "Other Comprehensive Basis of Accounting" as prescribed by the State Auditor's Office. Revenues are recognized when received, and expenditures are generally recognized when amounts are paid. An exception is that, per State Law, the City's books will remain open for 20 days after the end of the year for the payment of goods and services received in the prior year.

Cash Management: The process of monitoring the ebb and flow of money in and out of municipal accounts to ensure cash availability to pay bills and to facilitate decisions on the need for short-term borrowing and investment of idle cash.

Certificate of Deposit (CD): A bank deposit evidenced by a negotiable or non-negotiable instrument, which provides on its face that the amount of such deposit plus a specified interest payable to a bearer or to any specified person on a certain specified date, at the expiration of a certain specified time, or upon notice in writing.

Classification of Real Property: Assessors are required to classify all real property according to use into one of four classes: residential, open space, commercial, and industrial. Having classified its real property, local officials are permitted to determine locally, within limitations established by statute and the Commissioner of Revenue, what percentage of the tax burden is to be borne by each class of real property and by personal property owners.

Collective Bargaining: The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor union, regarding wages, hours and working



conditions.

Consumer Price Index: The statistical measure of changes, if any, in the overall price level of consumer goods and services. The index is often called the "cost-of-living index."

Cost-Benefit Analysis: A decision-making tool that allows a comparison of options based on the level of benefit derived and the cost to achieve the benefit from different alternatives.

Debt Service: The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

DMMC: Des Moines Municipal Code

Encumbrance: A reservation of funds to cover obligations arising from purchase orders, contracts, or salary commitments that are chargeable to, but not yet paid from, a specific appropriation account.

Enterprise Funds: An enterprise fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of the total cost of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery--direct, indirect, and capital costs--are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the "surplus" or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.

Equalized Valuations (EQVs): The determination of the full and fair cash value of all property in the community that is subject to local taxation.

Estimated Receipts: A term that typically refers to anticipated local revenues often based on the previous year's receipts and represents funding sources necessary to support a community's annual budget. (See Local Receipts)

Exemptions: A discharge, established by statute, from the obligation to pay all or a portion of a property tax. The exemption is available to particular categories of property or persons upon the timely submission and approval of an application to the assessors. Properties exempt from taxation include hospitals, schools, houses of worship, and cultural institutions. Persons who may qualify for exemptions include disabled veterans, blind individuals, surviving spouses, and seniors.

Expenditure: An outlay of money made by municipalities to provide the programs and services within their approved budget.



Fiduciary Funds: Repository of money held by a municipality in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and other funds. These include pension (and other employee benefits) trust funds, investment trust funds, private-purpose trust funds, and agency funds.

Fixed Assets: Long-lived, assets such as buildings, equipment and land obtained or controlled as a result of past transactions or circumstances.

Fixed Costs: Costs that are legally or contractually mandated such as retirement, FICA/Social Security, insurance, debt service costs or interest on loans.

Full Faith and Credit: A pledge of the general taxing powers for the payment of governmental obligations. Bonds carrying such pledges are usually referred to as general obligation or full faith and credit bonds.

Fund: An accounting entity with a self-balancing set of accounts that are segregated for the purpose of carrying on identified activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

Fund Accounting: Organizing financial records into multiple, segregated locations for money. A fund is a distinct entity within the municipal government in which financial resources and activity (assets, liabilities, fund balances, revenues, and expenditures) are accounted for independently in accordance with specific regulations, restrictions or limitations. Examples of funds include the general fund and enterprise funds. Communities whose accounting records are organized according to the Uniform Municipal Accounting System (UMAS) use multiple funds.

GASB 34: A major pronouncement of the Governmental Accounting Standards Board that establishes new criteria on the form and content of governmental financial statements. GASB 34 requires a report on overall financial health, not just on individual funds. It requires more complete information on the cost of delivering value estimates on public infrastructure assets, such as bridges, road, sewers, etc. It also requires the presentation of a narrative statement the government's financial performance, trends and prospects for the future.

GASB 45: This is another Governmental Accounting Standards Board major pronouncement that each public entity account for and report other postemployment benefits in its accounting statements. Through actuarial analysis, municipalities must identify the true costs of the OPEB earned by employees over their estimated years of actual service.

General Fund: The fund used to account for most financial resources and activities governed by the normal appropriation process.

General Obligation Bonds: Bonds issued by a municipality for purposes allowed by statute that are backed by the full faith and credit of its taxing authority.



Governing Body: A board, committee, commission, or other executive or policymaking body of a municipality or school district.

Indirect Cost: Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.

Interest: Compensation paid or to be paid for the use of money, including amounts payable at periodic intervals or discounted at the time a loan is made. In the case of municipal bonds, interest payments accrue on a day-to-day basis, but are paid every six months.

Interest Rate: The interest payable, expressed as a percentage of the principal available for use during a specified period of time. It is always expressed in annual terms.

Investments: Securities and real estate held for the production of income in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in governmental operations.

Line Item Budget: A budget that separates spending into categories, or greater detail, such as supplies, equipment, maintenance, or salaries, as opposed to a program budget.

Local Aid: Revenue allocated by the state or counties to municipalities and school districts.

Maturity Date: The date that the principal of a bond becomes due and payable in full.

Municipal(s): (As used in the bond trade) "Municipal" refers to any state or subordinate governmental unit. "Municipals" (i.e., municipal bonds) include not only the bonds of all political subdivisions, such as cities, towns, school districts, special districts, counties but also bonds of the state and agencies of the state.

Note: A short-term loan, typically with a maturity date of a year or less.

Objects of Expenditures: A classification of expenditures that is used for coding any department disbursement, such as "personal services," "expenses," or "capital outlay."

Official Statement: A document prepared for potential investors that contains information about a prospective bond or note issue and the issuer. The official statement is typically published with the notice of sale. It is sometimes called an offering circular or prospectus.

Operating Budget: A plan of proposed expenditures for personnel, supplies, and other expenses for the coming fiscal year.



Overlapping Debt: A community's proportionate share of the debt incurred by an overlapping government entity, such as a regional school district, regional transit authority, etc.

Performance Budget: A budget that stresses output both in terms of economy and efficiency.

Principal: The face amount of a bond, exclusive of accrued interest.

Program: A combination of activities to accomplish an end.

Program Budget: A budget that relates expenditures to the programs they fund. The emphasis of a program budget is on output.

Purchased Services: The cost of services that are provided by a vendor.

Refunding of Debt: Transaction where one bond issue is redeemed and replaced by a new bond issue under conditions generally more favorable to the issuer.

Reserve Fund: An amount set aside annually within the budget of a town to provide a funding source for extraordinary or unforeseen expenditures.

Revaluation: The assessors of each community are responsible for developing a reasonable and realistic program to achieve the fair cash valuation of property in accordance with constitutional and statutory requirements. The nature and extent of that program will depend on the assessors' analysis and consideration of many factors, including, but not limited to, the status of the existing valuation system, the results of an in-depth sales ratio study, and the accuracy of existing property record information.

Revenue Anticipation Note (RAN): A short-term loan issued to be paid off by revenues, such as tax collections and state aid. RANs are full faith and credit obligations.

Revenue Bond: A bond payable from and secured solely by specific revenues and thereby not a full faith and credit obligation.

Revolving Fund: Allows a community to raise revenues from a specific service and use those revenues without appropriation to support the service.

Sale of Real Estate Fund: A fund established to account for the proceeds of the sale of municipal real estate other than proceeds acquired through tax title foreclosure.

Stabilization Fund: A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose.

Surplus Revenue: The amount by which cash, accounts receivable, and other assets exceed liabilities and reserves.



Tax Rate: The amount of property tax stated in terms of a unit of the municipal tax base; for example, \$14.80 per \$1,000 of assessed valuation of taxable real and personal property.

Tax Title Foreclosure: The procedure initiated by a municipality to obtain legal title to real property already in tax title and on which property taxes are overdue.

Trust Fund: In general, a fund for money donated or transferred to a municipality with specific instructions on its use. As custodian of trust funds, the treasurer invests and expends such funds as stipulated by trust agreements, as directed by the commissioners of trust funds or by the community's legislative body. Both principal and interest may be used if the trust is established as an expendable trust. For nonexpendable trust funds, only interest (not principal) may be expended as directed.

Uncollected Funds: Recently deposited checks included in an account's balance but drawn on other banks and not yet credited by the Federal Reserve Bank or local clearinghouse to the bank cashing the checks. (These funds may not be loaned or used as part of the bank's reserves and they are not available for disbursement.)

Undesignated Fund Balance: Monies in the various government funds as of the end of the fiscal year that are neither encumbered nor reserved, and are therefore available for expenditure once certified as part of free cash.

Unreserved Fund Balance (Surplus Revenue Account): The amount by which cash, accounts receivable, and other assets exceed liabilities and restricted reserves. It is akin to a "stockholders' equity" account on a corporate balance sheet. It is not, however, available for appropriation in full because a portion of the assets listed as "accounts receivable" may be taxes receivable and uncollected. (See Free Cash)

Valuation (100 Percent): The legal requirement that a community's assessed value on property must reflect its market, or full and fair cash value.



AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: Water Utility Tax

FOR AGENDA OF: October 24, 2024

ATTACHMENTS:

- 1. Draft Ordinance 24-083

DEPT. OF ORIGIN: Legal

DATE SUBMITTED: October 16, 2024

CLEARANCES:

- City Clerk _____
- Community Development _____
- Courts _____
- Director of Marina Redevelopment _____
- Emergency Management _____
- Finance *[Signature]*
- Human Resources _____
- 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 Council to consider Draft Ordinance no. 24-083 which would impose a six percent gross receipts tax on water utilities whose franchise agreements do not contain a bargained-for exemption from the tax.

Suggested Motion

Motion 1: "I move to pass Draft Ordinance 24-083 to a second reading on the next available regular City Council agenda."

Background

The City of Des Moines, like other cities in Washington, is facing budget challenges in trying to provide essential services to its citizens. To address a potential budget shortfall of approximately \$4.5 million dollars, City staff have searched for strategies to reduce the shortfall both on the spending side and on the revenue side.

In order to address similar challenges in 2015/2016, the City considered the imposition of a utility tax on the City's water and sewer utilities. At the time, the question of whether the City had the authority to impose a utility tax on other governmental water and sewer utilities was an unsettled question of law. Given this uncertainty, the City and several water and sewer utilities found it in their interests to negotiate new franchise agreements that would provide certainty to both sides.

There are five water/sewer utilities that service the City of Des Moines. In 2016, the City Council approved franchise agreements with three of them (Highline Water District, Southwest Suburban Sewer District and Midway Sewer District) that authorized a franchise payment of 6% of total revenue in lieu of the imposition of a utility tax. In exchange for this franchise payment, the City agreed during the term of the franchise (10 years) to not impose a utility tax.

The franchise agreement with Water District 54 does not contain a waiver of utility tax and the District does not pay the City 6% of total revenue. The only provision for payment is an annual \$5,000 payment to cover the City's administrative cost.

In 2016, the City had an existing franchise agreement with Lakehaven Utility District for a term of 2011-2031 that waived the City's ability to impose a utility tax on the District based on other concessions. As a result, Lakehaven declined to renegotiate their franchise agreement and therefore does not pay a 6% franchise payment.

Discussion

Since those new franchise agreements were signed, Washington courts have made clear that cities have the legal authority to impose a utility tax on water/sewer utilities operating within City limits. *Lakehaven Water & Sewer District et al. v. City of Federal Way* (2020). As a result, the City is not prohibited or limited in imposing a utility tax on WD54 in an amount the Council deems fit and will have the same freedom with respect to Lakehaven following the expiration of their agreement.

This ad hoc situation has created a lack of uniformity among water utility rate payers in the City. Highline customers provide the six percent franchise payment that contributes to providing City services, while WD 54 and Lakehaven customers do not. Imposition of a water utility tax would rectify this situation with respect to WD 54 customers beginning in 2025 and would apply to Lakehaven customers beginning in 2031, equalizing the burden among all residents.

However, given that the City now clearly has the authority to impose a utility tax, it is recommended the City re-approach Lakehaven to inquire about an extension of the franchise that would waive the utility tax past 2031 in exchange for a negotiated franchise payment to begin immediately at a mutually agreed and locked-in rate.

Alternatives

The Council may:

1. Pass the draft ordinance to a second reading

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2. Adopt the draft ordinance as presented
3. Adopt the draft ordinance with changes
4. Decline to adopt the draft ordinance

Financial Impact

Staff estimates that the tax would provide approximately an additional \$88,000 in revenue in the first year.

Recommendation

Staff recommends the Council adopt Draft Ordinance 24-083 as presented

Council Committee Review

The Finance Committee reviewed a staff proposal to impose a water utility tax at the September 25, 2024 committee meeting. The committee recommended staff prepare a draft ordinance for consideration by the full council.

CITY ATTORNEY'S FIRST DRAFT 10/16/2024

DRAFT ORDINANCE NO. 24-083

AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON, relating to revenue and finance, imposing a tax on water utility businesses, providing an exception for water utilities holding a franchise agreement that precludes the tax, and amending DMMC 3.68.060.

WHEREAS, code cities such as Des Moines have been given all powers of taxation for local purposes except those which are expressly preempted by the Legislature in RCW 35A.11.020, and

WHEREAS, the Supreme Court of Washington found that a utility tax levied on the sale of domestic water within a City's limits is a proper tax on activities that were proprietary in nature in *City of Wenatchee v. Chelan County Public Utility District No. 1* and *Lakehaven Water & Sewer District et al. v. City of Federal Way*, and

WHEREAS, RCW 35A.82.020 grants code cities broad general authority to impose excise taxes for regulation or revenue, unless expressly preempted, and

WHEREAS, a water utility district operates in its proprietary capacity when selling water utility services to its ratepayers, and

WHEREAS, a water utility district when operating in its proprietary capacity does not enjoy governmental immunity, and

WHEREAS, the City of Des Moines has granted franchise agreements to three water and/or sewer districts operating in the City that provide for franchise payments in the amount of six percent of gross receipts in lieu of imposing a tax on those services, and

WHEREAS, these fees are an important source of revenue to help the City provide public safety and other services to the community, and

WHEREAS, the City Council has determined that equity requires that customers of utilities not paying equivalent fees should help contribute to the same degree as their neighbors, and

WHEREAS, imposition of a six percent utility tax on water utilities that do not have a contractual provision prohibiting such a tax will bring all water customers in Des Moines closer to equity and provide additional needed revenue for City services, and

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

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

Sec. 1. DMMC 3.68.060 and section 1 of Ordinance No. 1023 as amended by section 2 of Ordinance No. 1118 as amended by section 63(11) of Ordinance No. 1144 as amended by section 1 of Ordinance No. 1249 as amended by sections 1 and 2 of Ordinance No. 1609 as amended by sections 1 and 2 of Ordinance No. 1610 as amended by section 1 of Ordinance No. 1630 as amended by section 1 of Ordinance No. 1631 are each amended to read as follows:

Occupations subject to tax - Amount.

There is levied upon, and shall be collected from a person because of certain business activities engaged in or carried on in the City, license fees or occupation taxes in the amount to be determined by the application of rates given against gross income as follows:

(1) Upon a person engaged in or carrying on the business of selling or furnishing electric energy, a fee or tax equal to six percent of the total gross income from such business in the City during the period for which the license fee or tax is due;

(2) Upon a person engaged in or carrying on the business of selling, furnishing, or transmitting natural gas for domestic, business, or industrial consumption, a fee or tax equal to six percent of the total gross income from such business in the City during the period for which the license fee or tax is due;

(3) Upon a person engaged in or carrying on the business of selling or furnishing telephone service, a fee or tax equal to six

percent of the total gross income from such business in the City during the period for which a license or tax is due;

(4) Effective January 1, 2016, upon a person engaged in or carrying on the business of solid waste collection, a fee or tax equal to 18 percent of the total gross income from such business in the City during the period for which the license fee or tax is due. The 18 percent tax shall be allocated as follows: eight percent shall be allocated into the Des Moines general fund and 10 percent shall be allocated into the street fund;

(5) Effective January 1, 2016, upon a person engaged in or carrying on the business of transmitting television or audio services by cable or wire, a fee or tax equal to 10 percent of the total gross income from such business in the City during the period for which the fee or tax is due;

(6) Upon a person engaged in or carrying on the business of selling or furnishing cellular telephone service, a fee or tax equal to six percent of the total gross income from such business in the City during the period for which a license or tax is due, subject to the following additions:

(a) Service Address. Payments by a customer for the telephone service from telephones without a fixed location shall be allocated among taxing jurisdictions to the location of the customer's principal service address during the period for which the tax applies.

(b) Presumption. There is a presumption that the service address a customer supplies to the taxpayer is current and accurate, unless the taxpayer has actual knowledge to the contrary.

(c) Roaming Phones. When the service is provided while a subscriber is roaming outside the subscriber's normal cellular network area, the gross income shall be assigned consistent with the taxpayer's accounting system to the location of the originating cell site of the call, or to the location of the main cellular switching office that switched the call.

(d) Dispute Resolution. If there is a dispute between or among the City and another city or cities as to the service address of a customer who is receiving cellular telephone services and the dispute is not resolved by negotiation among the parties, then the dispute shall be resolved by the City and the other city or cities by submitting the issue for settlement to the Association of Washington Cities (AWC). Once taxes on the disputed revenues have been paid to one of the contesting cities, the cellular telephone service company shall have no further liability with respect to additional taxes, penalties, or interest on the disputed revenues so long as it promptly changes its billing records for future revenues to comport with the settlement facilitated by AWC;:-

(7) Effective January 1, 2025, upon a person engaged in or carrying on the business of selling, furnishing, or distributing water service, a fee or tax equal to six percent of the total gross income from such business in the City during the period for which a license or tax is due. This subsection shall not apply to a water system utility that has a Franchise Agreement with the City that precludes the levying of a utility tax.

Sec. 2. Referendum procedure.

This ordinance is subject to referendum under RCW 35.21.706. A referendum petition may be filed with the City Clerk within seven days of passage of the ordinance. Within ten days, the City Clerk shall confer with the petitioner concerning form and style of the petition, issue the petition an identification number, and secure an accurate, concise, and positive ballot title from the City Attorney. The petitioner shall have thirty days in which to secure the signatures of not less than fifteen percent of the registered voters of the City, as of the last municipal general election, upon petition forms which contain the ballot title and the full text of the measure to be referred. The City Clerk shall verify the sufficiency of the signatures on the petition and, if sufficient ballot signatures are properly submitted, shall certify the referendum measure to the next election ballot within the city or at a special election ballot as provided under RCW 35.17.260(2).

Sec. 3. Severability - Construction.

Ordinance No. ____
Page 5 of 5

(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. 4. Effective date. This Ordinance shall take effect and be in full force thirty (30) days after its final passage by the Des Moines City Council.

PASSED BY the City Council of the City of Des Moines this ____ day of _____, 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: _____