

AMENDED AGENDA

**DES MOINES CITY COUNCIL
REGULAR MEETING
City Council Chambers
VIA ZOOM**

Thursday, November 18, 2021 - 5:00 PM

NOTE: The City of Des Moines is currently operating under a Proclamation of Emergency issued on March 5, 2020 and Governor Inslee's Stay-at-Home order issued March 23, 2020 in response to the COVID-19 Pandemic. Accordingly, this meeting will be held virtually using Zoom.

Public Comment continues to be encouraged and will be accepted in the following manner:

- (1)** In writing, either by completing a [council comment form](#) or by mail; Attn: City Clerk Office, 21630 11th Avenue S., Des Moines WA 98198 no later than 4:00 p.m. day of the meeting. Please provide us with your first and last name and the city in which you live. Your full name and the subject of your public comment will be read into the record at the Council meeting. Incomplete forms will not be read into the record, however the full correspondence will be attached to the Council packet and uploaded to the website as part of the permanent record.
- (2)** By participation via Zoom. If you wish to provide oral public comment please complete the [council comment form](#) no later than 4:00 p.m. day of the meeting to receive your Zoom log-in and personal identification number. Please note that Zoom attendees do not interact with one another; they join in listen-only mode until it is their turn to address the Council

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

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

CORRESPONDENCE

COMMENTS FROM THE PUBLIC VIA ZOOM/WRITTEN PUBLIC COMMENT

CITY MANAGER REPORT

CONSENT CALENDAR

Item 1. APPROVAL OF VOUCHERS

Motion is to approve for payment vouchers and payroll transfers through November 9, 2021 in the attached list and further described as follows:

Total A/P Checks/Vouchers	#163228-163303	\$ 316,878.65
Electronic Wire Transfers	# 1852-1860	\$ 367,476.93
Payroll Checks	# 19431-19432	\$ 2,298.35
Payroll Direct Deposit	#440001-440161	\$ 384,253.87

Total Checks and Wires for A/P and Payroll: \$1,070,907.80

[Approval of Vouchers](#)

Item 2. THG, LLC CONSULTING CONTRACT AMENDMENT #1

Motion is to approve Amendment 1 to the contract with THG, LLC, expanding the scope of work, extending the time of completion and authorizing additional compensation for the purpose of providing consultant services for Marina redevelopment, and authorize the City Manager to sign the Amendment substantially in the form as attached.

[THG, LLC Consulting Contract Amendment #1](#)

PUBLIC HEARING/CONTINUED PUBLIC HEARING

PUBLIC HEARING REGARDING 2022 PROPERTY TAX LEVIES

Staff Presentation: Finance Director Beth Anne Wroe

[Property Tax Levies](#)

2022 PRELIMINARY ANNUAL BUDGET, 2ND READING

Staff Presentation: Finance Director Beth Anne Wroe

[2022 Preliminary Annual Budget](#)

2021 ANNUAL BUDGET AMENDMENTS

Staff Presentation: Deputy Finance Director Jeff Friend

[2021 Annual Budget Amendments](#)

NEW BUSINESS

MARINA REDEVELOPMENT SELECTION RECOMMENDATION

Staff Presentation: City Manager Michael Matthias

[Marina redevelopment selection recommendation](#)

DRAFT RESOLUTION NO. 21-056: CENSURE OF COUNCILMEMBER ANTHONY MARTINELLI

[Draft Resolution No. 21-56 Censure of Councilmember Anthony Martinelli](#)

2022 VEHICLE PURCHASE

Staff Presentation: Commander Patti Richards

[2022 Vehicle Purchase](#)

~~INTRODUCTION OF ITEMS FOR FUTURE CONSIDERATION 10~~
Minutes

BOARD & COMMITTEE REPORTS/ COUNCILMEMBER COMMENTS

(4 minutes per Councilmember) - 30 minutes

PRESIDING OFFICER'S REPORT

EXECUTIVE SESSION

NEXT MEETING DATE

December 02, 2021 City Council Regular Meeting

ADJOURNMENT

November 18, 2021**Auditing Officer Certification**

Vouchers and Payroll 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 **November 18, 2021** the Des Moines City Council, by unanimous vote, does approve for payment those vouchers through November 9, 2021 and payroll transfers through November 5, 2021 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:



Beth Anne Wroe, Finance Director

		# From	# To	Amounts
Claims Vouchers:				
Total A/P Checks/Vouchers		163228	163303	316,878.65
Electronic Wire Transfer		1852	1860	367,476.93
Total claims paid				684,355.58
Payroll Vouchers				
Payroll Checks	11/5/2021	19431	19432	2,298.35
Direct Deposit		440001	440161	384,253.87
Total Paychecks/Direct Deposits paid				386,552.22
Total checks and wires for A/P & Payroll				1,070,907.80

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A G E N D A I T E M

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: THG, LLC Consulting Contract
Amendment #1

FOR AGENDA OF: November 18, 2021

DEPT. OF ORIGIN: City Manager

ATTACHMENTS:

DATE SUBMITTED: November 10, 2021

- 1. Amendment #1
- 2. Consultant Services Contract with THG

CLEARANCES:

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

CHIEF OPERATIONS OFFICER: _____

- Legal /s/ TG
- Finance *Antoine V. [Signature]*
- Courts ____
- Police ____

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

Purpose and Recommendation

The purpose of this agenda item is to seek City Council approval of an amendment to the Consultant Agreement with the Holmes Group, LLC (THG) to provide additional time and services in support of Marina redevelopment. The following motion will appear on the consent calendar:

Suggested Motion

Motion 1: "I move to approve Amendment 1 to the contract with THG, LLC, expanding the scope of work, extending the time of completion and authorizing additional compensation for the purpose of providing consultant services for Marina redevelopment, and authorize the City Manager to sign the Amendment substantially in the form as attached."

Background

The City has been very fortunate to acquire the consulting services of the Holmes Group and Mr. Robert Holmes who had been responsible for development of the Harbor Steps in Seattle. Over the course of the past three years, Mr. Holmes has assisted with over 50 tours (some face-to-face) and others on ZOOM of the City and the potential opportunities that exist for marina redevelopment.

THG, LLC has been instrumental in preparing the RFQ and by extending this contract, the City will benefit from THG’s consulting services as the marina redevelopment process continues.

Discussion

The City previously contracted with THG, LLC to provide the following services:

The Consultant will complete Phase 3 of the Marina redevelopment work by developing (essentially updating) the (RFQ), emphasizing sustainable development options and public/private partnerships. The elements of work for the consultants are included in the attached **SOW**.

At this time, upon the release and recommendation by the Review Committee to City Council of the selected development team, the Marina Redevelopment process moves into a new phase. This phase includes establishing a Development Agreement (requiring City Council approval) to effectively memorialize the roles and responsibilities of the City and the Development Team (Embarcadero Hospitality). Mr. Holmes has been instrumental in our progress over the past 4 years. He has provided excellent consulting services to the process and, above and beyond his contract, could often be found at the summer Farmer’s Market or visiting the Beach Park.

His experience in developing Harbor Steps in Seattle, in addition to other experience with major projects provides a wealth of experience and knowledge to the City. He has taken a number of City Councilmembers and staff on tours in Seattle and the eastside to familiarize us with critical components of successful mixed-use development.

Financial Impact

The cost of this extension is \$75,000 plus expenses. The funds for this expenditure are in the proposed 2022 budget.

Council Committee Review

Progress on the Marina redevelopment has been shared with the Council Economic Development Committee and the Municipal Facilities Committee as we have moved forward the past 4 years.

Recommendation

The City Manager recommends approval of the Amendment as written.

Concurrence

The City Attorney's Office, Harbormaster, Finance Department and PBPW concur.



CONTRACT AMENDMENT #1

**CONTRACT FOR CONSULTANT SERVICES BETWEEN
THE CITY OF DES MOINES AND THG, LLC.**

THIS AMENDMENT is entered into on this ____ day of November 2021, pursuant to that certain Contract entered into in May of 2021, between the **CITY OF DES MOINES, WASHINGTON** (hereinafter "City"), and **THG, LLC**, (hereinafter "Consultant"),

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

I. **SECTION 1** entitled DESCRIPTION OF WORK is hereby amended to add the additional tasks to the Scope of Work:

Provide consulting services for negotiation of Exclusive Negotiation Agreement.
Provide consulting services for creation and negotiation of Development Agreement.
Continue as needed on all aspects of next phase of Marina Redevelopment.

2. **SECTION 2** entitled TIME OF COMPLETION is amended to extend the completion date to December 31, 2022.

3. **SECTION 3** entitled COMPENSATION is amended to increase the total compensation available under this contract by an additional \$75,000 plus expenses.

Except as modified hereby, all terms and conditions of the original contract remain in full force and effect.

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

<p style="text-align: center;">CONSULTANT:</p> <p>By: _____ <i>(signature)</i></p> <p>Print Name: _____</p> <p>Its _____ <i>(Title)</i></p> <p>DATE: _____</p>	<p style="text-align: center;">CITY OF DES MOINES:</p> <p>By: _____ <i>(signature)</i></p> <p>Print Name: <u>Michael Matthias</u></p> <p>Its <u>City Manager</u> <i>(Title)</i></p> <p>DATE: _____</p> <p style="text-align: right;">Approved as to form:</p> <p style="text-align: right;">_____ City Attorney</p> <p style="text-align: right;">DATE: _____</p>
<p>NOTICES TO BE SENT TO:</p> <p>CONSULTANT:</p> <p>Robert J. Holmes THG, LLC 1324 N. Liberty Lake Road PMB 3661 Liberty Lake, WA 99019 (206) 999-2600 (telephone) Rholmes@thgadvisory.com (email)</p>	<p>NOTICES TO BE SENT TO:</p> <p>CITY OF DES MOINES:</p> <p>Bonnie Wilkins City of Des Moines 21630 11th Avenue S., Suite A Des Moines, WA 98198 (206) 870-6519 (telephone) BWilkins@desmoineswa.gov</p>



CONSULTANT SERVICES CONTRACT between the City of Des Moines and

THG, LLC

THIS CONTRACT is made between the City of Des Moines, a Washington municipal corporation (hereinafter the "City"), and THG, LLC organized under the laws of the State of Washington, located and doing business at 1324 N. Liberty Lake Road PMB 3661, Liberty Lake, WA 99019 (hereinafter the "Consultant").

I. DESCRIPTION OF WORK.

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

See attached Scope of Work (Exhibit A)

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

II. TIME OF COMPLETION. The parties agree that work will begin on the tasks described in Section I above immediately upon the effective date of this Contract. Consultant shall complete the work described in Section I December 31, 2021.

III. COMPENSATION.

- A. The City shall pay the Consultant, based on time and materials, an amount not to exceed \$46,550 plus expense reimbursements for the services described in this Contract. This is the maximum amount to be paid under this Contract for the work described in Section I above, and shall not be exceeded without the prior written authorization of the City in the form of a negotiated and executed amendment to this Contract.

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

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

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

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

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

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

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

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

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

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

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

VII. LIMITATION OF ACTIONS. CONSULTANT MUST, IN ANY EVENT, FILE ANY LAWSUIT ARISING FROM OR CONNECTED WITH THIS CONTRACT WITHIN 120 CALENDAR DAYS FROM THE DATE THE CONTRACT WORK IS COMPLETE OR CONSULTANT'S ABILITY

TO FILE THAT CLAIM OR SUIT SHALL BE FOREVER BARRED. THIS SECTION FURTHER LIMITS ANY APPLICABLE STATUTORY LIMITATIONS PERIOD.

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

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

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

Indemnitee's inspection or acceptance of any of Indemnitor'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 Indemnitor and the Indemnitee, its officers, officials, employees, and volunteers, the Indemnitor's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Indemnitor's negligence.

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

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

XI. INSURANCE. The Consultant shall procure and maintain for the duration of the Contract, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

No Limitation. Consultant's maintenance of insurance as required by the Contract shall not be construed to limit the liability of the Consultant to the coverage

CONSULTANT SERVICES CONTRACT 4
(Various)

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. Consultant 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 and personal injury and advertising injury. The City shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

Minimum Amounts of Insurance: Consultant 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.

B. Other Insurance Provisions. The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability and Commercial General Liability insurance:

1. The Consultant's insurance coverage 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 Consultant's insurance and shall not contribute with it.
2. The Consultant's insurance shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.

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

D. Verification of Coverage Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily

limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.

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

XIII. OWNERSHIP AND USE OF RECORDS AND DOCUMENTS. Original documents, drawings, designs, reports, or any other records developed or created under this Contract shall belong to and become the property of the City. All records submitted by the City to the Consultant will be safeguarded by the Consultant. Consultant shall make such data, documents, and files available to the City upon the City's request. The City's use or reuse of any of the documents, data and files created by Consultant for this project by anyone other than Consultant on any other project shall be without liability or legal exposure to Consultant.

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

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

XVI. MISCELLANEOUS PROVISIONS.

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

B. Resolution of Disputes and Governing Law.

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

parties equally. However, each party shall bear the expense of its own counsel, experts, witnesses, and preparation and presentation of evidence.

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

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

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

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

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



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

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

CONSULTANT SERVICES CONTRACT 7
(Various)

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

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

<p>CONSULTANT:</p> <p>By: <u></u> <small>(signature)</small> Print Name: <u>ROBERT J. HOLMES</u> Its <u>MANAGER</u> <small>(Title)</small> DATE: <u>5.11.2021</u></p>	<p>CITY OF DES MOINES:</p> <p>By: <u></u> <small>(signature)</small> Print Name: <u>Michael Matthias</u> Its <u>City Manager</u> <small>(Title)</small> DATE: <u>5.16.2021</u></p> <p>Approved as to form: <u>/s/ Tim George</u> City Attorney DATE: <u>05/10/2021</u></p>
<p>NOTICES TO BE SENT TO:</p> <p>CONSULTANT:</p> <p>Robert J. Holmes THG, LLC 1324 N. Liberty Lake Road PMB 3661 Liberty Lake, WA 99019 (206) 999-2600 (telephone) Rholmes@thgadvisory.com (email)</p>	<p>NOTICES TO BE SENT TO:</p> <p>CITY OF DES MOINES:</p> <p>Michael Matthias City of Des Moines 21630 11th Avenue S., Suite A Des Moines, WA 98198 (206) 870-6554 (telephone) MMatthias@desmoineswa.gov (email)</p>

SCOPE OF WORK

CITY OF DES MOINES AND THG, LLC

1. **Project Description:** Include a brief description of the goal(s) and/or issue to be addressed with each project.

Since 2018, THG (with The Concord Group) has worked to deliver recommendations to the Des Moines City Council, City Manager, and City staff regarding development strategies and scenarios at the Des Moines Marina. In 2020, we completed an initial draft of a Request for Qualifications ("RFQ"), which was put on abeyance as the COVID-19 pandemic took hold around the country. THG has also sought out and toured potential hotel operators/owners, developers, tenants, and users. At this time, the City is seeking to update and finalize the RFQ document in order to alert the development community to the opportunity at the Marina and to generate Statements of Qualifications ("SOQ"). As part of the process, THG is assisting the City in preparing a video 'virtual tour' of the downtown, waterfront, the project, and the property.

In addition to funding and operating Marina Steps, the City is assessing the opportunity to design, develop, own, and operate the parcel immediately south of the planned Marina Steps with a variety of uses, including boat / dry-boat storage, the Harbormaster House, and the structure to house the farmer's market.

Building on our prior work, we will work with The Concord Group, City staff and its architects, and other team members to:

- a. Continue to follow up with interested developers, operators, users, and tenants (for example: Embarcadero Hospitality Group, Outdoor Research, SeaLevel, 192 Brewing, Columbia Hospitality, REI, Amazon, Vulcan, Tom Cody, etc.) to further interest and energy;
- b. Have a kick-off meeting (virtual) with City staff to review project objectives and requirements and including any background information relevant to COVID;
- c. Identify, with the City, required changes to the RFQ draft and to the Marina master plan;
- d. As needed, update relevant data/high-level analysis and story that will be included in the RFQ including impacts of COVID;
- e. Update and revise the copy (text) for the RFQ;
- f. Coordinate and communicate with the design team retained by the City to ensure alignment with their work and any new Exhibit for the RFQ. Provide input to the City as it prepares the Data Room that will be accessible to developers;
- g. Work with the team to identify and generate images, maps, and graphs suitable for the RFQ;
- h. Assist in preparation of distribution lists;
- i. If required, present the final draft of the RFQ to the City Council (assumed to be a virtual session);

- j. Assist the City in assessing SOQs;
- k. Participate in interviews of selected developers and/or provide feedback and recommendations to assist City in assessment and preparations for negotiations (assumes interviews held virtually);
- l. Separately from the RFQ creation and assessments, work with the City and team to develop potential plan for parcel immediately south of Marina Steps ("Parcel B").

We will finish the above scope of work through point "l" prior to the planned May/June 2021 RFQ distribution target, assuming timely responses from the City and project team.

The professional fee required is \$46,550. Expense reimbursement for travel and materials will be billed with no mark up.



Robert J. Holmes
THG, LLC

April 29, 2021
Date



Michael Matthias
City of Des Moines

5.10.2021
Date

A G E N D A I T E M

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: Public Hearing regarding 2022
Property Tax Levies

FOR AGENDA OF: November 18, 2021

DEPT. OF ORIGIN: Finance

ATTACHMENTS:

DATE SUBMITTED: November 10, 2021

1. Draft Resolution No. 21-057
2. Draft Ordinance No. 21-058
3. Draft Ordinance No. 21-059
4. 2021 Preliminary Property Tax Worksheet

CLEARANCES:

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

CHIEF OPERATIONS OFFICER: _____

- Legal /s/ TG
- Finance Bonnie Ware
- Courts ____
- Police ____

APPROVED BY CITY MANAGER

FOR SUBMITTAL: [Signature]

Purpose and Recommendation

RCW 84.55.010 provides that a taxing jurisdiction may levy taxes in an amount no more than the limit factor without first declaring “substantial need”. Draft Resolution No. 21-057 satisfies this requirement.

RCW 84.52.020 requires taxing districts to certify the amount to be raised through property taxation to the county legislative authority. The certification should include the regular levy amount, and if applicable, any lid-lifts approved by the voters, plus amounts for new construction, improvements to property and so forth. Draft Ordinance No. 21-058 satisfies the requirement of RCW 84.52.020.

RCW 84.55.120 requires all taxing districts to adopt a resolution or ordinance in order to realize any increase in their regular property tax levy other than increases due to new construction, improvements to property, increased value of state-assessed property annexations, and refunds. Draft Ordinance No. 21-059 satisfies the requirements of RCW 84.55.120.

AGENDA ITEM

BUSINESS OF THE CITY COUNCIL City of Des Moines, WA

SUBJECT: Public Hearing:
2022 Preliminary Annual Budget

FOR AGENDA OF: November 18,2021

DEPT. OF ORIGIN: Finance

DATE SUBMITTED: November 9,2021

ATTACHMENTS:

1. Draft Ordinance No. 21-048
2. Appendix A 2022 Preliminary Annual Budget
3. Updated Pages for the 2022 Annual Budget

CLEARANCES:

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

CHIEF OPERATIONS OFFICER: _____

- Legal /s/TG
- Finance *Catherine W...*
- Courts _____
- Police _____

APPROVED BY CITY MANAGER

FOR SUBMITTAL: *[Signature]*

Purpose and Recommendation

The purpose of this agenda item is to hold the second reading of the 2022 Annual Budget for City Council consideration and approval. The first public hearing was held on October 21, 2021.

Suggested Motion

Motion 1: "I move to pass Draft Ordinance No. 21-048, establishing the 2022 Annual Budget for the fiscal year ending December 31, 2022."

Background

The initial version of the 2022 Preliminary Annual Budget document was filed with the City Clerk and made available to the public October 8, 2021. The Finance Director gave a budget presentation during the October 21, 2021 public hearing.

The 2022 Preliminary Annual Budget was prepared using budget inputs from all departments which formed the basis for the 2022-2026 Financial Plan Forecast presented and discussed during the August 5, 2021 Budget Retreat.

City Council reviewed the 2022 Preliminary Annual Budget and pointed out some issues with formatting and hidden text. The budget document was updated to correct these issues; as well as, a change in the budgeted expenditures in the Debt Service Funds and the Equipment Replacement Fund.

The most significant changes to budget amounts in the 2022 Preliminary Annual Budget are:

- Updated Appendix A for Draft Ordinance No. 21-048.
- Updated pages and changes for the 2022 Preliminary Annual Budget:
 - Updated Staffing Levels – updated Municipal Court and Police Department and added totals where needed.
 - Updated Exempt Employee Pay Schedule – Added Senior Planner to E25.
 - Updated General Employee Pay Schedule – Removed Senior Planner from G25.
 - Updated Extra-Hire Pay Schedule – Updated for 2022 minimum wage and adjust pay ranges.
 - Development Fund Staffing Levels – Added total line to table.
 - American Rescue Plan Administration (ARPA) – Added a page for the new fund created in 2021.
 - Transportation Benefit District Fund – Removed paragraph related to I-976 as it is no longer applicable.
 - Debt Service Fund – Updated 2022 expenditure amount from \$461,083 to \$461,242 per detail on 2022 Annual Debt Service.
 - Municipal Capital and Transportation Capital Improvements Project Funds – Updated list of projects to include ARPA money for 2022 and removed transportation projects accounted for in other funds.
 - Surface Water Management Fund – Updated an error in formula affecting total expenditures.
 - Equipment Replacement Fund – Updated expenditures from \$255,000 to \$905,000 for planned 2022 equipment vehicle purchases. Updated the 2022 capital outlay schedule to show a detailed list of the vehicles.

Recommendation

Staff recommends that the City Council enact Draft Ordinance No. 21-048.

CITY COUNCIL'S DRAFT

DRAFT ORDINANCE NO. 21-048

AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON adopting the final annual budget for the City of Des Moines, Washington, for the fiscal year ending December 31, 2022, in summary form, ratifying and confirming revenues and expenditures previously implemented for fiscal year 2021, as such revenues and expenditures form the basis for development of the budget for fiscal year 2022, approving revenues and expenditures for fiscal year 2022, 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 2021 budget might be inconsistent.

WHEREAS, the City Manager for the City of Des Moines has prepared and submitted the preliminary annual budget for the fiscal year ending December 31, 2022 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 year 2022 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 annual budget for fiscal year 2022 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 2021, and

WHEREAS, the City Council finds that the fund adjustments and transfers proposed by the City Manager for fiscal year 2021 are necessary and in the public's interest, and

WHEREAS, a preliminary public hearing was held on October 21, 2021, to take public comment with respect to the proposed 2022 annual 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 21st day of October, 2021, 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 18,

2021, to take public comment with respect to the proposed 2022 annual 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 18th day of November, 2021, 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 2022 annual budget might be inconsistent.

Sec. 3. The fund adjustments and transfers proposed by the City Manager for fiscal year 2021 which are incorporated in the annual budget for fiscal year 2022, are hereby authorized and approved by the City Council.

Sec. 4. Because the City's annual budget for fiscal year 2022 rely upon anticipated year-end fund balances or shortages derived from revenues collected and expenditures incurred in fiscal year 2021, 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 annual budget for fiscal year 2021 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 annual budget for fiscal year 2022.

Sec. 6. The final annual budget for the City of Des Moines' fiscal year 2022 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 18th day of November, 2021 and signed in authentication thereof this 18th day of November, 2021.

M A Y O R

APPROVED AS TO FORM:

City Attorney

ATTEST:

City Clerk

Published: _____

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Attachment #2

DRAFT ORDINANCE 21-048
APPENDIX A

2022 PRELIMINARY BUDGET
SUMMARY OF SOURCES AND USES

Funds	Estimated		
	Beginning Fund Balance	Revenue	Total Sources
General Fund	\$ 4,536,182	\$ 24,525,359	\$ 29,061,541
Special Revenue			
Streets	1,115,728	1,871,155	2,986,883
Street Pavement	1,749,883	1,133,550	2,883,433
Development	3,617,030	2,842,907	6,459,937
Police Drug Seizure	97,823	1,250	99,073
Hotel-Motel Tax	90,552	117,200	207,752
Affordable Housing Sales Tax	24,008	30,000	54,008
American Rescue Plan Funding	3,356,789	4,516,189	7,872,978
Redondo Zone	32,436	92,850	125,286
Waterfront Zone	252,419	199,600	452,019
PBPW Automation Fee	446,611	127,500	574,111
Urban Forestry	-	5,000	5,000
Abatement	26,908	2,300	29,208
Automated Speed Enforce (ASE)	244,596	242,200	486,796
Transportation Benefit District	1,176,589	1,020,000	2,196,589
Total Special Revenue Funds	12,231,372	12,201,701	24,433,073
Debt Service			
REET 1 Debt Service	13,463	-	13,463
REET 2 Debt Service	20,592	246,365	266,957
2018 LTGO Debt Service	113,564	226,100	339,664
Total Debt Service Funds	147,619	472,465	620,084
Capital Projects			
Municipal Capital Improvement	4,847,305	4,765,000	9,612,305
Transportation Capital Improvement	1,795,006	5,439,000	7,234,006
REET 1st Quarter	2,553,251	665,000	3,218,251
REET 2nd Quarter	1,042,984	653,000	1,695,984
Park Levy	70,607	182,600	253,207
Park In Lieu	446,312	50,750	497,062
One Time Revenues	1,136,760	367,500	1,504,260
Traffic In Lieu	1,314,366	2,690,500	4,004,866
Traffic Impact Citywide	1,597,266	353,250	1,950,516
Traffic Impact Pacific Ridge	637,987	101,750	739,737
Total Capital Project Funds	15,441,844	15,268,350	30,710,194
Enterprise			
Marina	2,604,991	7,627,786	10,232,777
Surface Water Management	8,913,514	5,068,997	13,982,511
Total Enterprise Funds	11,518,505	12,696,783	24,215,288
Internal Service			
Equipment Rental Operations	352,244	575,319	927,563
Equipment Rental Replacement	2,808,641	653,606	3,462,247
Facility Repair & Replacement	524,516	165,594	690,110
Computer Replacement	1,257,858	160,043	1,417,901
Self Insurance	819,698	717,410	1,537,108
Unemployment Insurance	431,545	39,500	471,045
Total Internal Service Funds	6,194,502	2,311,472	8,505,974
Total Budget - All Funds	\$ 50,070,024	\$ 67,476,130	\$ 117,546,153

**DRAFT ORDINANCE 21-048
APPENDIX A**

		Estimated		
		Ending Fund		
Funds	Expenditure	Balance	Total Uses	
General Fund	\$ 24,888,320	\$ 4,173,221	\$ 29,061,541	
Special Revenue	Streets	2,071,415	915,468	2,986,883
	Street Pavement	1,082,000	1,801,433	2,883,433
	Development	3,475,407	2,984,530	6,459,937
	Police Drug Seizure	11,000	88,073	99,073
	Hotel-Motel Tax	117,000	90,752	207,752
	Affordable Housing Sales Tax	30,000	24,008	54,008
	American Rescue Plan Funding	4,174,665	3,698,313	7,872,978
	Redondo Zone	86,785	38,501	125,286
	Waterfront Zone	117,233	334,786	452,019
	PBPW Automation Fee	-	574,111	574,111
	Urban Forestry	5,000	-	5,000
	Abatement	1,000	28,208	29,208
	Automated Speed Enforce (ASE)	140,000	346,796	486,796
	Transportation Benefit District	950,000	1,246,589	2,196,589
Total Special Revenue Funds	12,261,505	12,171,568	24,433,073	
Debt Service	REET 1 Debt Service	-	13,463	13,463
	REET 2 Debt Service	235,242	31,715	266,957
	2018 LTGO Debt Service	226,000	113,664	339,664
	Total Debt Service Funds	461,242	158,842	620,084
Capital Projects	Municipal Capital Improvement	9,600,000	12,305	9,612,305
	Transportation Capital Improvement	6,155,000	1,079,006	7,234,006
	REET 1st Quarter	1,499,000	1,719,251	3,218,251
	REET 2nd Quarter	1,025,365	670,619	1,695,984
	Park Levy	-	253,207	253,207
	Park In Lieu	63,000	434,062	497,062
	One Time Revenues	891,000	613,260	1,504,260
	Traffic In Lieu	200,000	3,804,866	4,004,866
	Traffic Impact Citywide	849,000	1,101,516	1,950,516
	Traffic Impact Pacific Ridge	-	739,737	739,737
Total Capital Project Funds	20,282,365	10,427,830	30,710,194	
Enterprise	Marina	8,365,531	1,867,246	10,232,777
	Surface Water Management	12,256,346	1,726,165	13,982,511
	Total Enterprise Funds	20,621,877	3,593,411	24,215,288
Internal Service	Equipment Rental Operations	610,436	317,127	927,563
	Equipment Rental Replacement	905,000	2,557,247	3,462,247
	Facility Repair & Replacement	385,000	305,110	690,110
	Computer Replacement	286,620	1,131,281	1,417,901
	Self Insurance	778,365	758,743	1,537,108
	Unemployment Insurance	90,000	381,045	471,045
	Total Internal Service Funds	3,055,421	5,450,553	8,505,974
Total Budget - All Funds	\$ 81,570,729	\$ 35,975,424	\$ 117,546,153	

GENERAL FUND

STAFFING LEVELS					
POSITION	NUMBER OF EMPLOYEES				
	2019	2020	2021	2021 ADJ	2022
CITY COUNCIL					
Mayor	1.00	1.00	1.00	1.00	1.00
Council Member	6.00	6.00	6.00	6.00	6.00
Total City Council	7.00	7.00	7.00	7.00	7.00
CITY MANAGER					
City Manager	1.00	1.00	1.00	1.00	1.00
Chief Operations Officer	1.00	1.00	1.00	1.00	1.00
Chief Strategic Officer	0.30	0.30	0.50	0.50	0.50
Emergency Management Director	1.00	-	-	-	-
Emergency Preparedness Manager	-	1.00	1.00	1.00	1.00
Human Resources Director	1.00	1.00	1.00	1.00	1.00
Human Resources Intern (Limited Term)	-	0.50	-	0.50	0.50
Human Resources Coordinator (Limited Term)	-	-	1.00	1.00	1.00
City Clerk/Communication Director	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00
Public Records Specialist	1.00	1.00	1.00	1.00	1.00
City Hall Office Specialist	-	-	-	1.00	1.00
Management Analyst	0.20	0.20	0.20	0.10	0.10
Total City Manager	7.50	8.00	8.70	10.10	10.10
FINANCE & INFO TECHNOLOGY					
Financial & Info Systems Director	1.00	1.00	1.00	1.00	1.00
Deputy Finance Director	-	-	1.00	1.00	1.00
Finance Manager	1.00	1.00	-	-	-
Senior Accountant	1.00	1.00	1.00	1.00	1.00
Extra Hire - Senior Accounting Specialist	0.50	0.50	0.50	-	-
Staff Accountant	2.00	2.00	2.00	2.00	2.00
Accounting Interns	-	-	-	0.50	0.50
Payroll & Benefits Specialist	-	-	-	1.00	1.00
Payroll Accountant	1.00	1.00	1.00	-	-
Acctg Specialist - Accts Payable	1.00	1.00	1.00	1.00	1.00
Information Services Manager	1.00	1.00	1.00	1.00	1.00
Systems Administrator	1.00	1.00	1.00	1.00	1.00
IT Technician	1.00	1.00	1.00	1.00	1.00
Total Finance & Info Technology	10.50	10.50	10.50	10.50	10.50
LEGAL					
City Attorney	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney	1.00	1.00	1.00	1.00	1.00
Prosecuting Attorney	1.00	1.00	1.00	1.00	1.00
Domestic Violence Advocate	0.50	0.60	0.50	0.40	0.40
Paralegals	1.42	1.42	1.42	1.17	0.92
Legal Intern	-	-	-	0.25	0.50
Total Legal	4.92	5.02	4.92	4.82	4.82

STAFFING LEVELS					
POSITION	NUMBER OF EMPLOYEES				
	2019	2020	2021	2021 ADJ	2022
MUNICIPAL COURT					
Judge	0.80	0.80	0.80	0.80	0.80
Court Administrator	1.00	1.00	1.00	1.00	1.00
Judicial Operations Supervisor	-	-	-	1.00	1.00
Lead Court Clerk	1.00	1.00	-	-	-
Court Clerks	4.00	4.00	4.00	4.00	4.00
Court Clerk (Limited Term)	1.00	-	-	1.00	1.00
Court Customer Service Rep (Limited Term)			1.00		
Court Marshal	1.15	1.00	1.00	1.00	1.00
Court Security Officer	1.00	-	-	-	-
Support Services Specialist (formerly Probation Officer)	1.00	1.00	1.00	1.00	1.00
Support Services Manager	-	-	-	1.00	1.00
Total Municipal Court	10.95	8.80	8.80	10.80	10.80
POLICE					
Chief of Police	1.00	1.00	1.00	1.00	1.00
Assistant Chief of Police	-	1.00	1.00	1.00	1.00
Executive Support	1.00	1.00	1.00	1.00	1.00
Commander	2.00	1.00	1.00	1.00	1.00
Sergeant - Detectives	1.00	1.00	1.00	1.00	1.00
Street Crimes - Detectives	-	2.00	2.00	2.00	2.00
Patrol Officers - Detectives	4.00	5.00	5.00	5.00	5.00
Traffic Enforcement Officer	-	-	1.00	1.00	1.00
ATF Violent Crime Detectives	1.00	1.00	1.00	1.00	1.00
Sergeant - Prof Standards	1.00	1.00	1.00	1.00	1.00
Sergeant - Administrative	1.00	1.00	1.00	1.00	1.00
Sergeant - Patrol	4.00	4.00	4.00	4.00	4.00
Patrol Officers - Patrol	20.00	16.00	16.00	16.00	16.00
Patrol Officers - Patrol (ARPA)	-	-	-	-	2.00
Social Worker (ARPA)	-	-	-	-	1.00
Patrol Officers, Hire-Ahead - Patrol	3.00	-	-	-	-
School Resource Officers	1.00	2.00	1.00	-	-
Community Service Officer	2.00	2.00	2.00	2.00	2.00
Animal Control Officer	1.00	1.00	1.00	1.00	1.00
Evidence Technician	1.00	1.00	1.00	-	-
Digital Evidence Technician	1.00	0.60	-	1.00	1.00
Lead Records Specialist	1.00	1.00	1.00	-	-
Record Supervisor	-	-	-	1.00	1.00
Record Specialists	5.00	5.00	5.50	5.00	5.00
Total Police	51.00	47.60	47.50	46.00	49.00

PLANNING, BUILDING & PUBLIC WORKS (PBPW) TAX BASED					
STAFFING LEVELS					
POSITION	NUMBER OF EMPLOYEES				
	2019	2020	2021	2021 ADJ	2022
Planning, Building & Permits					
Planning & Development Svcs Mgr	1.00	1.00	1.00	1.00	1.00
Building Official	1.00	1.00	1.00	1.00	1.00
Permit Coordinator	1.30	1.30	1.30	1.30	1.30
Total Planning, Building & Permits	3.30	3.30	3.30	3.30	3.30
Public Works Maintenance (Building/Facility & Parks)					
Public Works Director	0.10	0.10	0.10	0.10	0.10
Maintenance Superintendent	0.30	0.30	0.30	0.30	0.30
Senior Maint Worker-Facilities	1.00	1.00	1.00	1.00	1.00
Senior Maint Worker/Lead - Parks	1.00	1.00	1.00	1.00	1.00
Parks Maintenance Specialist	1.00	1.00	1.00	1.00	1.00
Maint Worker - Parks	5.00	5.00	2.00	5.00	5.00
Maint Worker - Parks (ARPA)	-	-	-	-	1.00
Maint Worker - Facilities	0.50	0.50	0.50	0.50	0.50
Admin Assistant II	0.12	0.12	0.12	0.12	0.12
Total Public Works Maintenance	9.02	9.02	6.02	9.02	10.02
Engineering & CIP Services					
Public Works Director	0.20	0.20	0.20	0.20	0.20
Transportation/Engineer Svcs Mgr	0.25	0.25	0.25	0.25	0.25
Engineering Inspector	0.05	0.05	0.05	0.05	0.05
Civil Engineer I	0.90	0.90	0.90	0.90	0.90
Civil Engineer II	0.10	0.10	0.10	0.10	0.10
Admin Assistant II	0.06	0.06	0.06	0.06	0.06
Total Engineering & CIP Services	1.56	1.56	1.56	1.56	1.56
Total Planning, Building & Public Works Tax Based	13.88	13.88	10.88	13.88	14.88

STAFFING LEVELS					
POSITION	NUMBER OF EMPLOYEES				
	2019	2020	2021	2021 ADJ	2022
PARKS, RECREATION AND SENIOR SERVICES					
Administration					
Chief Strategic Officer	0.30	-	-	-	-
Assistant Parks Director	-	0.50	0.50	0.50	0.50
Administrative Assistant II	0.40	0.40	-	-	-
Total Administration	0.70	0.90	0.50	0.50	0.50
Recreation Program					
Assistant Parks Director	-	0.10	0.10	0.10	0.10
Recreation Manager	1.00	1.00	1.00	1.00	1.00
Assistant Recreation Manager	1.00	1.00	1.00	1.00	1.00
Office Specialist	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II	0.40	0.40	-	-	-
Recreation Specialist	1.00	1.00	1.00	1.00	1.00
Extra-Hire Recreation Leader	11.57	11.57	11.57	11.57	11.57
Extra-Hire Referees/Sport Leaders	0.79	0.79	0.79	0.79	0.79
Extra-Hire Office/Field Attendant	1.51	1.51	1.51	1.51	1.51
Total Recreation Program	18.27	18.37	17.97	17.97	17.97
Events and Facilities Rental					
Events & Facilities Manager	1.00	-	1.00	1.00	1.00
Assistant Events & Facilities Manager	-	1.00	1.00	0.25	1.00
Recreation Specialist	1.00	1.00	-	-	-
Administrative Assistant II	0.10	0.10	-	-	-
Extra-Hire Recreation Leader	0.72	-	-	0.72	0.72
Extra-Hire Recreation Attendant	1.99	2.71	2.71	2.71	1.99
Total Events and Facilities Rental	4.81	4.81	4.71	4.68	4.71
Senior Services					
Assistant Parks Director	-	0.40	0.40	0.40	0.40
Recreation Specialist	1.00	-	-	-	-
Administrative Assistant II	0.10	0.10	-	-	-
Program Assistant	1.00	1.00	0.50	1.00	1.00
Management Analyst - Human Svcs	0.05	0.40	0.40	0.60	0.60
Exercise Instructor	0.90	-	-	-	-
Social Worker (grant funded)	-	0.25	0.25	-	0.25
Cultural Outreach & Programming Specialist (grant funded)	-	1.00	1.00	-	1.00
Extra-Hire Van Driver (grant funded)	-	0.75	0.75	-	0.75
Total Senior Services	3.05	3.15	2.55	2.00	3.25
Total Parks, Recreation and Senior Services	26.83	27.23	25.73	25.15	26.43
Total General Fund	132.58	128.03	124.03	128.25	133.53

STREET MAINTENANCE FUND

STAFFING LEVELS					
	NUMBER OF EMPLOYEES				
POSITION	2019	2020	2021	2021 ADJ	2022
Public Works Director	0.15	0.15	0.15	0.15	0.15
Transportation/Engineer Svcs Mgr	0.05	0.05	0.05	0.05	0.05
GIS Analyst	0.30	0.30	0.30	0.30	0.30
Maintenance Superintendent	0.30	0.30	0.30	0.30	0.30
Senior Maintenance Worker Lead	1.00	1.00	1.00	1.00	1.00
Maintenance Worker	2.00	2.00	2.00	2.00	2.00
Traffic Control Specialist	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II	0.15	0.15	0.15	0.15	0.15
Total	4.95	4.95	4.95	4.95	4.95

DEVELOPMENT FUND

STAFFING LEVELS					
POSITION	NUMBER OF EMPLOYEES				
	2019	2020	2021	2021 ADJ	2022
Planning, Building & Permits					
Chief Strategic Officer	0.40	0.50	0.50	0.50	0.50
Senior Planner	-	-	-	1.00	1.00
Principal Planner	1.00	1.00	1.00	1.00	1.00
Land Use Planner II	2.00	2.00	2.00	1.00	1.00
Land Use Planner I	-	-	-	-	1.00
Building Official (In-Training)	1.00	1.00	1.00	1.00	1.00
Asst Bldg Official/Electr & Bldg Inspector	1.00	1.00	1.00	1.00	1.00
Building Inspector/Plans Examiner	1.00	1.00	1.00	1.00	1.00
Electrical/Bldg Inspector/Plans Exam	1.00	1.00	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00	1.00	1.00
Permit Coordinator	0.70	0.70	0.70	0.70	0.70
GIS Analyst	0.15	0.15	0.15	0.15	0.15
Extra-Hire Permit Counter Assistant	0.80	0.80	1.00	1.00	1.00
Total Planning, Building & Permits	10.05	10.15	10.35	10.35	11.35
Engineering & CIP Services					
Public Works Director	0.40	0.40	0.40	0.40	0.40
Transportation/Engineer Svcs Mgr	0.70	0.70	0.70	0.70	0.70
Surface Water/Environ Engrng Mgr	0.10	0.10	0.10	0.10	0.10
Facilities/CIP Manager	1.00	1.00	1.00	1.00	1.00
Capital Projects Manager	1.00	-	-	-	-
Administrative Coordinator (Sound Transit)		1.00	1.00	1.00	1.00
Civil Engineer I	0.10	-	-	-	-
Civil Engineer II	0.90	1.00	1.00	1.00	1.00
Civil Engineer I (Sound Transit)	1.00	1.00	1.00	1.00	1.00
Engineering Technician (Sound Transit)	1.00	-	-	-	-
Engineering Inspector	0.95	0.95	0.95	0.95	0.95
GIS Analyst	0.15	0.15	0.15	0.15	0.15
Admin Assistant II	0.20	0.20	0.20	0.20	0.20
Total Engineering & CIP Services	7.50	6.50	6.50	6.50	6.50
Total Development Fund	17.55	16.65	16.85	16.85	17.85

MARINA FUND

STAFFING LEVELS					
POSITION	NUMBER OF EMPLOYEES				
	2019	2020	2021	2021 ADJ	2022
Harbormaster	1.00	1.00	1.00	1.00	1.00
Assistant Harbormaster	1.00	1.00	1.00	1.00	1.00
Office Manager	1.00	1.00	-	-	-
Office Assistant	1.00	1.00	1.00	1.00	1.00
Senior Maintenance Lead	1.00	1.00	1.00	1.00	1.00
Environmental Operations Specialist	1.00	1.00	1.00	1.00	1.00
Harbor Attendant	2.00	4.00	4.00	4.00	4.00
Extra-Hire Intern	0.66	-	0.66	0.66	0.66
Extra-Hire Landscaping Specialist	0.30	-	-	-	-
Extra-Hire Harbor Attendant Maint	0.30	0.30	-	-	-
Extra-Hire Harbor Attendant Service	0.30	0.30	-	-	-
Extra-Hire Harbor Aide	1.76	1.72	1.72	1.72	1.72
Total Marina Fund	11.32	12.32	11.38	11.38	11.38

SURFACE WATER MANAGEMENT FUND

STAFFING LEVELS					
POSITION	NUMBER OF EMPLOYEES				
	2019	2020	2021	2021 ADJ	2022
Public Works Director	0.10	0.10	0.10	0.10	0.10
Administrative Assistant	0.40	0.40	0.40	0.40	0.40
Surface Water/Enviromnt Engrng Mgr	0.90	0.90	0.90	0.90	0.90
Civil Engineer I	-	-	-	1.00	1.00
Civil Engineer II	1.00	1.00	1.00	1.00	1.00
GIS Administrator	0.40	0.40	0.40	0.40	0.40
Engineering Technician	2.00	2.00	2.00	2.00	2.00
Asset Program Coordinator	1.00	1.00	1.00	-	-
Maintenance Superintendent	0.30	0.30	0.30	0.30	0.30
Lead Maintenance Worker	1.00	1.00	1.00	1.00	1.00
Maintenance Specialist	1.00	1.00	1.00	1.00	1.00
Maintenance Worker	4.00	4.00	4.00	4.00	4.00

EQUIPMENT RENTAL FUND

STAFFING LEVELS					
POSITION	NUMBER OF EMPLOYEES				
	2019	2020	2021	2021 ADJ	2022
Public Works Director	0.05	0.05	0.05	0.05	0.05
Administrative Assistant II	0.07	0.07	0.07	0.07	0.07
Maintenance Superintendent	0.10	0.10	0.10	0.10	0.10
Mechanic	1.00	1.00	1.00	1.00	1.00
Assistant Mechanic	0.50	0.50	0.50	0.50	1.00
Total	1.72	1.72	1.72	1.72	2.22

Total Other Funds	47.64	47.74	47.00	47.00	48.50
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GRAND TOTAL	180.22	175.77	171.03	175.25	182.03
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Total Regular & Part-time FTEs	158.90	154.70	149.70	154.45	161.20
Total Extra Hires/Seasonal FTEs	21.32	21.07	21.33	20.80	20.83
	180.22	175.77	171.03	175.25	182.03

2021
City of Des Moines - Index of Positions and Pay Schedule
Exempt Employees

Range	Positions	Step A	Step B	Step C	Step D	Step E
E-20		66,684	70,020	73,524	77,196	81,060
		5,557	5,835	6,127	6,433	6,755
		32.06	33.66	35.35	37.11	38.97
E-21	Assistant Harbormaster	69,348	72,816	76,452	80,280	84,300
		5,779	6,068	6,371	6,690	7,025
		33.34	35.01	36.76	38.60	40.53
E-22		72,120	75,732	79,524	83,496	87,672
		6,010	6,311	6,627	6,958	7,306
		34.67	36.41	38.23	40.14	42.15
E-23		75,012	78,768	82,704	86,844	91,188
		6,251	6,564	6,892	7,237	7,599
		36.06	37.87	39.76	41.75	43.84
E-24	Prosecuting Attorney	78,012	81,912	86,004	90,300	94,812
	Recreation Manager	6,501	6,826	7,167	7,525	7,901
	Senior Accountant	37.51	39.38	41.35	43.41	45.58
E-25	Senior Planner	81,132	85,188	89,448	93,924	98,616
		6,761	7,099	7,454	7,827	8,218
		39.01	40.96	43.00	45.16	47.41
E-26	Emergency Preparedness/Safety Manager	84,372	88,596	93,024	97,680	102,564
		7,031	7,383	7,752	8,140	8,547
		40.56	42.59	44.72	46.96	49.31
E-27	Maintenance Superintendent	87,756	92,148	96,756	101,592	106,668
		7,313	7,679	8,063	8,466	8,889
		42.19	44.30	46.52	48.84	51.28
E-28	Asst Bldg Official/Electrical/Bldg Inspector	91,260	95,820	100,608	105,636	110,916
	Capital Improvement Projects Manager	7,605	7,985	8,384	8,803	9,243
	Civil Engineer II	43.88	46.07	48.37	50.79	53.33
	Principal Planner					
E-29		94,908	99,648	104,628	109,860	115,356
		7,909	8,304	8,719	9,155	9,613
		45.63	47.91	50.30	52.82	55.46
E-30	Assistant Parks and Rec Director	98,712	103,644	108,828	114,264	119,976
		8,226	8,637	9,069	9,522	9,998
		47.46	49.83	52.32	54.93	57.68
E-31	Court Administrator	102,660	107,796	113,184	118,848	124,788
	Assistant City Attorney	8,555	8,983	9,432	9,904	10,399
		49.36	51.83	54.42	57.14	59.99
E-32	Building Official	106,764	112,104	117,708	123,588	129,768
	Planning & Development Services Manager	8,897	9,342	9,809	10,299	10,814
	Information Technology Manager	51.33	53.90	56.59	59.42	62.39

2021
City of Des Moines - Index of Positions and Pay Schedule
Exempt Employees

E-33	Deputy Finance Director	111,036	116,592	122,424	128,544	134,976
		9,253	9,716	10,202	10,712	11,248
		53.38	56.05	58.86	61.80	64.89
E-34	Surface Water/Environmental Engineering Mgr	115,476	121,248	127,308	133,668	140,352
		9,623	10,104	10,609	11,139	11,696
		55.52	58.29	61.21	64.26	67.48
E-35	Police Commander	120,096	126,096	132,396	139,020	145,968
		10,008	10,508	11,033	11,585	12,164
		57.74	60.62	63.65	66.84	70.18
E-37	City Engineer	129,900	136,392	143,208	150,372	157,896
		10,825	11,366	11,934	12,531	13,158
		62.45	65.57	68.85	72.29	75.91
E-38		135,096	141,852	148,944	156,396	164,220
		11,258	11,821	12,412	13,033	13,685
		64.95	68.20	71.61	75.19	78.95
E-39		140,496	147,516	154,896	162,636	170,772
		11,708	12,293	12,908	13,553	14,231
		67.55	70.92	74.47	78.19	82.10
E-40		146,112	153,420	161,088	169,140	177,600
		12,176	12,785	13,424	14,095	14,800
		70.25	73.76	77.45	81.32	85.38

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 2/16/2021 and is subject to change

2021
City of Des Moines - Index of Positions and Pay Schedule
General Employees

<u>Range</u>	<u>Positions</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>
G-11		47,280	49,644	52,128	54,732	57,468
		3,940	4,137	4,344	4,561	4,789
		22.73	23.87	25.06	26.31	27.63
G-12	Court Customer Service Rep (Limited Term)	49,176	51,636	54,216	56,928	59,772
		4,098	4,303	4,518	4,744	4,981
		23.64	24.83	26.07	27.37	28.74
G-13	Court Clerk	51,144	53,700	56,388	59,208	62,172
	Office Specialist - Marina	4,262	4,475	4,699	4,934	5,181
	Office Specialist - City Hall (Limited Term)	24.59	25.82	27.11	28.47	29.89
	Records Specialist - Police					
	Program Specialist - Events and Facilities, Recreation					
	Program Support Specialist - Recreation, SS					
G-14		53,184	55,848	58,644	61,572	64,656
		4,432	4,654	4,887	5,131	5,388
		25.57	26.85	28.19	29.60	31.08
G-15	Assistant Mechanic	55,308	58,068	60,972	64,020	67,224
		4,609	4,839	5,081	5,335	5,602
		26.59	27.92	29.31	30.78	32.32
G-16		57,528	60,408	63,432	66,600	69,936
		4,794	5,034	5,286	5,550	5,828
		27.66	29.04	30.50	32.02	33.62
G-17	Accounting Specialist - Accounts Payable	59,820	62,808	65,952	69,252	72,720
	Mechanic	4,985	5,234	5,496	5,771	6,060
	Permit Coordinator	28.76	30.20	31.71	33.29	34.96
	Admin Assistant II					
G-18	Assistant Recreation Manager	62,217	65,328	68,592	72,024	75,624
	Court Marshal (Part Time)	5,185	5,444	5,716	6,002	6,302
	Public Records Analyst	29.91	31.41	32.98	34.63	36.36
G-19	IT Support Specialist	64,704	67,944	71,340	74,904	78,648
	Administrative Coordinator - Sound Transit	5,392	5,662	5,945	6,242	6,554
	DV Victim Advocate/Management Analyst	31.11	32.67	34.30	36.01	37.81
	Events and Facilities Rental Manager					
	Payroll/Benefits Specialist					
	Records Supervisor-Police					
G-20	Deputy City Clerk	67,296	70,656	74,184	77,892	81,792
	Engineering Technician - SWM	5,608	5,888	6,182	6,491	6,816
	Paralegal	32.35	33.97	35.67	37.45	39.32
	Land Use Planner I					
	Digital and Field Evidence Technician					

2021
City of Des Moines - Index of Positions and Pay Schedule
General Employees

G-21	Staff Accountant	69,984	73,488	77,160	81,024	85,080
	Office Administrator-Police Department	5,832	6,124	6,430	6,752	7,090
	Human Resources Analyst (Limited Term)	33.65	35.33	37.10	38.95	40.90
G-22	Land Use Planner II	72,780	76,416	80,232	84,240	88,452
	Support Services Specialist (Limited Term)	6,065	6,368	6,686	7,020	7,371
	Plans Examiner I, II, III	34.99	36.74	38.57	40.50	42.53
G-23	Engineering Inspector	75,696	79,476	83,448	87,624	92,004
	GIS Analyst (GIS Administrator)	6,308	6,623	6,954	7,302	7,667
	Electrical/Building Inspector	36.39	38.21	40.12	42.13	44.23
G-24		78,720	82,656	86,784	91,128	95,688
		6,560	6,888	7,232	7,594	7,974
		37.85	39.74	41.72	43.81	46.00
G-25	Judicial Operations Supervisor	81,876	85,968	90,264	94,776	99,516
	Civil Engineer I - Sound Transit	6,823	7,164	7,522	7,898	8,293
	Information Technology Systems Administrator	39.36	41.33	43.40	45.57	47.84
	Support Services Administrator (Support Service Manager) Senior Building/Electrical Inspector/Plans Examiner					
G-26	Vacant	85,152	89,412	93,888	98,580	103,512
		7,096	7,451	7,824	8,215	8,626
		40.94	42.99	45.14	47.39	49.77

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 2/16/2021 and is subject to change

2022
City of Des Moines - Index of Positions and Pay Schedule
Extra-Hire Pay Schedule

Range	Positions	Step A	Step B	Step C	Step D	Step E
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.	14.49	14.99	15.49	15.99	16.49
EH-2	Facility Attendant II; Office Attendant II; Recreation Leader II	14.99	15.74	16.49	17.24	17.99
EH-3	Facility Attendant III; Office Attendant III; Recreation Leader III; Harbor Aide	16.49	17.49	18.49	19.49	20.49
EH-4	Facility Attendant IV; Office Attendant IV; Recreation Leader IV; Landscaping Specialist; Seasonal Maintenance Worker	18.49	19.49	20.49	21.49	22.49
EH-5	Specialized Positions		Up to \$100.00 per hour			

DEVELOPMENT FUND

STAFFING LEVELS					
POSITION	2019	2020	2021	2021 ADJ	2022
Planning, Building & Permits					
Chief Strategic Officer	0.40	0.50	0.50	0.50	0.50
Senior Planner	-	-	-	1.00	1.00
Principal Planner	1.00	1.00	1.00	1.00	1.00
Land Use Planner II	2.00	2.00	2.00	1.00	1.00
Land Use Planner I	-	-	-	-	1.00
Building Official (In-Training)	1.00	1.00	1.00	1.00	1.00
Asst Bldg Official/Electr & Bldg Inspector	1.00	1.00	1.00	1.00	1.00
Building Inspector/Plans Examiner	1.00	1.00	1.00	1.00	1.00
Electrical/Bldg Inspector/Plans Exam	1.00	1.00	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00	1.00	1.00
Permit Coordinator	0.70	0.70	0.70	0.70	0.70
GIS Analyst	0.15	0.15	0.15	0.15	0.15
Extra-Hire Permit Counter Assistant	0.80	0.80	0.80	1.00	0.80
Total Planning, Building & Permits	10.05	10.15	10.15	10.35	11.15
Engineering & CIP Services					
Public Works Director	0.40	0.40	0.40	0.40	0.40
Transportation/Engineer Svcs Mgr	0.70	0.70	0.70	0.70	0.70
Surface Water/Environ Engrng Mgr	0.10	0.10	0.10	0.10	0.10
Facilities/CIP Manager	1.00	1.00	1.00	1.00	1.00
Capital Projects Manager	1.00	-	-	-	-
Administrative Coordinator (Sound Transit)	-	1.00	1.00	1.00	1.00
Civil Engineer I	0.10	-	-	-	-
Civil Engineer II	0.90	1.00	1.00	1.00	1.00
Civil Engineer I (Sound Transit)	1.00	1.00	1.00	1.00	1.00
Engineering Technician (Sound Transit)	1.00	-	-	-	-
Engineering Inspector	0.95	0.95	0.95	0.95	0.95
GIS Analyst	0.15	0.15	0.15	0.15	0.15
Admin Assistant II	0.20	0.20	0.20	0.20	0.20
Total Engineering & CIP Services	7.50	6.50	6.50	6.50	6.50
Total Development Fund	17.55	16.65	16.65	16.85	17.65

AMERICAN RESCUE PLAN ADMINISTRATION (ARPA)

The purpose of this fund is to account for all moneys awarded to the City from the United States Department of the Treasury in accordance with the terms and conditions of the American Rescue Plan Act of 2021.

Sources

CATEGORY	2019 ACTUAL	2020 ACTUAL	2021 ESTIMATE	2021 BUDGET	2022 BUDGET
Taxes	-	-	4,514,939	-	4,514,939
Miscellaneous Revenues	-	-	1,250	-	1,250
Total Revenues	-	-	4,516,189	-	4,516,189
Beginning Fund Balance	-	-	-	-	3,356,789
Total Resources	-	-	4,516,189	-	7,872,978

Uses

CATEGORY	2019 ACTUAL	2020 ACTUAL	2021 ESTIMATE	2021 BUDGET	2022 BUDGET
Supplies	-	-	15,000	-	-
Services & Charges	-	-	561,400	-	687,000
Transfer Out	-	-	583,000	-	3,487,665
Total Operations	-	-	1,159,400	-	4,174,665
Ending Fund Balance	-	-	3,356,789	-	3,698,313
Total Expenditures	-	-	4,516,189	-	7,872,978

TRANSPORTATION BENEFIT DISTRICT FUND

The purpose of this fund was 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. In the 2020 budget the first \$20 vehicle license fee will be received in the Street Maintenance Fund and the second \$20 vehicle license fee will be received in the Street Pavement Fund.

Sources

CATEGORY	2019 ACTUAL	2020 ACTUAL	2021 ESTIMATE	2021 BUDGET	2022 BUDGET
Taxes	927,468	1,001,076	1,000,000	-	1,020,000
Miscellaneous Revenues	3,745	4,295	-	-	-
Total Revenues	931,213	1,005,371	1,000,000	-	1,020,000
Beginning Fund Balance	170,233	192,618	1,126,589	1,106,217	1,176,589
Total Resources	1,101,446	1,197,989	2,126,589	1,106,217	2,196,589

Uses

CATEGORY	2019 ACTUAL	2020 ACTUAL	2021 ESTIMATE	2021 BUDGET	2022 BUDGET
Services & Charges	438,750	-	450,000	-	450,000
Transfer Out	452,000	71,400	500,000	-	500,000
Interfund Charges	18,078	-	-	-	-
Total Operations	908,828	71,400	950,000	-	950,000
Ending Fund Balance	192,618	1,126,589	1,176,589	1,106,217	1,246,589
Total Expenditures	1,101,446	1,197,989	2,126,589	1,106,217	2,196,589

DEBT SERVICE FUND

Debt service funds are used to track the principal and interest payments for general government debt. Each year a sufficient amount of revenue is budgeted and placed in the fund to pay the annual principal and interest due on the City's outstanding debt.

Sources

CATEGORY	2019 ACTUAL	2020 ACTUAL	2021 ESTIMATE	2021 BUDGET	2022 BUDGET
Miscellaneous Revenues	37,767	683	350	350	100
Transfer In	476,510	478,494	496,045	496,045	472,365
Total Revenues	514,277	479,177	496,395	496,395	472,465
Beginning Fund Balance	2,081,592	163,809	145,496	162,178	147,619
Total Resources	2,595,869	642,986	641,891	658,573	620,084

Uses

CATEGORY	2019 ACTUAL	2020 ACTUAL	2021 ESTIMATE	2021 BUDGET	2022 BUDGET
Services & Charges	-	-	500	500	-
Transfer Out	2,015,000	-	-	-	-
Interfund Charges	13,576	18,834	14,934	6,995	-
Debt Service	403,484	478,656	478,838	478,838	461,242
Total Operations	2,432,060	497,490	494,272	486,333	461,242
Ending Fund Balance	163,809	145,496	147,619	172,240	158,842
Total Expenditures	2,595,869	642,986	641,891	658,573	620,084

MUNICIPAL CAPITAL AND TRANSPORTATION CAPITAL IMPROVEMENTS PROJECT FUNDS

	2022 Budget
<i>Municipal Capital Improvement Fund Projects</i>	
North Bulkhead	6,458,000
Redondo Fishing Pier	870,000
N Lot Restrooms, Plazas & Promenade	389,000
Field House Play Equipment	343,000
Marina, Beach Park Paid Parking	180,000
Marina Redevelopment	1,150,000
Financial System Replacement	100,000
Midway Park Acquisition	55,000
Mary Gay Park	30,000
Sonju Park	25,000
<i>Total Municipal Capital Improvement Fund Projects</i>	<u>9,600,000</u>

	2022 Budget
<i>Transportation Capital Improvement Fund Projects</i>	
24th Ave S. Improvements Project (Segment 2)	4,897,000
Barnes Creek Trail	630,000
Puget Sound Gateway - SR509 Extension	250,000
16th Ave - Seg 5A	204,000
S 224th St Improvements	114,000
Redondo Paid Parking	50,000
Redondo Area Street Improvements	10,000
<i>Total Transportation Capital Improvement Fund Projects</i>	<u>6,155,000</u>
<i>Total Capital Outlay</i>	<u>15,755,000</u>

*** Per 2022-2027 Capital Improvements Plan adopted on September 2, 2021 with Resolution 1432.**

SURFACE WATER MANAGEMENT FUND

The purpose of this fund is to account for revenues and expenditures related to Surface Water Management Operations and Construction.

Sources

CATEGORY	2019 ACTUAL	2020 ACTUAL	2021 ESTIMATE	2021 BUDGET	2022 BUDGET
Intergovernmental	50,000	-	720,000	-	340,000
Charges for Services	3,832,571	4,126,084	4,286,223	4,272,323	4,688,997
Miscellaneous Revenues	90,800	129,146	70,250	60,050	40,000
Other Financing Sources	1,184,380	1,388,440	95,000	65,000	-
Total Revenues	5,157,751	5,643,670	5,171,473	4,397,373	5,068,997
Beginning Working Capital	8,794,728	10,033,466	11,239,816	8,017,023	8,913,514
Total Resources	13,952,479	15,677,136	16,411,289	12,414,396	13,982,511

Uses

CATEGORY	2019 ACTUAL	2020 ACTUAL	2021 ESTIMATE	2021 BUDGET	2022 BUDGET
Personnel Salaries	975,377	935,104	947,951	947,951	1,213,530
Personnel Benefits	392,132	347,880	424,401	424,401	437,960
Supplies	87,118	46,504	116,650	116,650	116,650
Services & Charges	888,611	1,220,102	1,203,443	1,281,487	1,156,343
Interfund Charges	517,244	482,813	549,330	484,617	533,863
Capital Outlay	401,904	769,771	2,479,000	2,940,000	4,569,000
Total Expenditures	3,919,013	4,437,320	7,497,775	8,335,106	12,256,346
Ending Working Capital	10,033,466	11,239,816	8,913,514	4,079,290	1,726,165
Total Uses	13,952,479	15,677,136	16,411,289	12,414,396	13,982,511

EQUIPMENT REPLACEMENT FUND

The purpose of the equipment rental operations fund is for the receipt and expenditure of moneys used to finance the replacement of rolling stock and equipment.

Sources

CATEGORY	2019 ACTUAL	2020 ACTUAL	2021 ESTIMATE	2021 BUDGET	2022 BUDGET
Charges for Services	695,545	-	379,329	379,329	392,606
Miscellaneous Revenues	68,525	38,401	6,500	6,500	6,000
Other Financing Sources	31,355	19,611	-	-	-
Transfer In	170,875	-	465,000	250,000	255,000
Total Revenues	966,300	58,012	850,829	635,829	653,606
Beginning Fund Balance	2,811,930	3,047,236	2,462,812	2,560,074	2,808,641
Total Resources	3,778,230	3,105,248	3,313,641	3,195,903	3,462,247

Uses

CATEGORY	2019 ACTUAL	2020 ACTUAL	2021 ESTIMATE	2021 BUDGET	2022 BUDGET
Supplies	-	11,823	-	-	-
Capital Outlay	730,994	338,401	505,000	290,000	905,000
Total Operations	730,994	350,224	505,000	290,000	905,000
Ending Fund Balance	3,047,236	2,755,024	2,808,641	2,905,903	2,557,247
Total Expenditures	3,778,230	3,105,248	3,313,641	3,195,903	3,462,247

2022 Capital Outlay Schedule

Police - 3 Police Interceptor-AWD/SUV	<u>261,000</u>
Police - 1 Chevy Tahoe Patrol Vehicle (funded with ARPA)	90,000
Police - 2 Police Interceptor-AWD/SUV (funded with ARPA)	174,000
Police - 1 Nissan Rogue for Social Worker contract (funded with ARPA)	33,000
Police - 1 Ford Escape for Social Worker (funded with ARPA)	35,000
Police - 1 Ford Explorer for Evidence vehicle (funded with ARPA)	45,000
Building - 1 Ford Escape 4WD SUV	35,000
Public Works - 1 Ford F-550 Dump Truck and 1 Ford F-350 Flatbed Dump Truck	138,000
Parks & Recreation - 1 Ford Transit Van	37,000
Marina - Ford F-350 Flatbed Dump Truck	57,000
Total Capital Outlay	<u>905,000</u>