

AGENDA

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

August 18, 2016 – 7:00 p.m.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

CORRESPONDENCE

COMMENTS FROM THE PUBLIC

EXECUTIVE SESSION

BOARD AND COMMITTEE REPORTS/COUNCILMEMBER COMMENTS

PRESIDING OFFICER'S REPORT

ADMINISTRATION REPORT

Page 1 Item 1: MONTHLY FINANCIAL REPORT

Item 2: TRANSITION PLAN

CONSENT AGENDA

Page 15 Item 1: APPROVAL OF MINUTES

Motion is to approve the minutes from the July 28, 2016 regular City Council meeting and the minutes from the August 8, 2016 City Council Executive Session.

Page 19 Item 2: APPROVAL OF VOUCHERS

Motion is to approve for payment vouchers and payroll transfers through August 10, 2016 included in the attached list and further described as follows:

Total A/P Checks/Vouchers	#147655-147781	\$ 695,713.45
Electronic Wire Transfers	#746-748	\$ 131,043.36
Electronic Wire Transfers	#749-749	\$ void
Electronic Wire Transfers	#750-751	\$ 28,247.57
Payroll Checks	#18836-18840	\$ 4,825.51
Payroll Direct Deposit	#310001-310175	\$ 300,506.96
Total Certified Wire Transfers, Voids, A/P and Payroll Vouchers:		\$1,160,336.85

Page 21 Item 3: DAY OF CONCERN FOR THE HUNGRY PROCLAMATION

Motion is to approve the Proclamation recognizing September 17, 2016 as Day of Concern for the Hungry.

Page 25 Item 4: ACCEPTANCE OF DONATION OF REAL PROPERTY FROM SCHROEDER TRUST AND SUZANNE SCHROEDER
Motion is to accept the donation of real property parcel No. 286830-0135 to the City at no cost, from Suzanne Schroeder and the Schroeder Trust, and authorize the City Manager to sign all documents necessary to effectuate the transfer, substantially in the form as submitted.

Page 55 Item 5: DRAFT RESOLUTION NO 16-121 SETTING PUBLIC HEARING TO CONSIDER DRAFT ORDINANCE 16-121 AMENDING CHAPTER 18.10 DMMC TO REZONE CERTAIN PORT OF SEATTLE AND WASHINGTON STATE DEPARTMENT OF TRANSPORTATION PROPERTIES FROM RESIDENTIAL TO BUSINESS PARK AND HIGHER DENSITY RESIDENTIAL USES
Motion is to adopt Draft Resolution No. 16-121 setting a public hearing on October 13, 2016, or as soon thereafter as the matter may be heard, to consider Draft Ordinance No. 16-121 amending Chapter 18.10 DMMC to rezone certain Port of Seattle and Washington State Department of Transportation properties from Residential to Business Park and higher density residential uses.

PUBLIC HEARING

Page 77 Item 1: DRAFT ORDINANCE NO. 16-102; AMENDMENTS TO THE CITY'S COMPREHENSIVE TRANSPORTATION PLAN
Staff Presentation: Transportation & Engineering Services Manager
Brandon Carver

Page 123 Item 2: DRAFT ORDINANCE NO. 16-103; TRANSPORTATION IMPACT FEE RATE STUDY UPDATE
Staff Presentation: Transportation & Engineering Services Manager
Brandon Carver

NEXT MEETING DATE

September 8, 2016 City Council Regular Meeting

ADJOURNMENT

AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: Monthly Financial Report

FOR AGENDA OF: September 22, 2016

ATTACHMENTS:

- 1. City Council Monthly Financial Report

DEPT. OF ORIGIN: Finance

DATE SUBMITTED: August 18, 2016

CLEARANCES:

- Legal N/A
- Finance 
- Marina N/A
- Economic Development N/A
- Parks, Recreation & Senior Services N/A
- Planning, Building & Public Works N/A
- Police N/A
- Courts N/A

APPROVED BY CITY MANAGER
FOR SUBMITTAL 

Purpose and Recommendation

The purpose of this agenda item is to provide an update on the city wide financial condition year to date through July 31, 2016.

Background

City Council has asked the Finance Department to provide a monthly update on the financial condition of the city. Attachment 1 provides the requested information. Please note the general fund revenues have been updated to EXCLUDE the One-Time Revenues and is consistent across all General Fund Revenue reporting.

Financial Impact

None.

Recommendation or Conclusion

None.

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CITY COUNCIL MONTHLY FINANCIAL REPORT

JULY 2016

GENERAL FUND MONTHLY REPORT
REVENUES & EXPENDITURES
JULY

	2016 Budget Annual	2016 Actual Year to Date	%	2015 Actual Annual	2015 Actual Year to Date	%
REVENUES						
310 Taxes	12,024,912	6,790,586	56%	11,732,376	6,279,047	54%
320 Licenses & Permits	1,962,670	1,270,289	65%	2,048,118	989,212	48%
330 Intergovernmental	642,875	427,297	66%	680,664	350,295	51%
340 Charges Goods/Services	3,257,976	2,034,946	62%	2,938,642	1,709,562	58%
350 Fines & Foreitures	221,350	108,639	49%	237,702	150,300	63%
360 Misc Revenues	476,800	444,945	93%	369,181	253,373	69%
380 Other Financing Sources	-	7,105		24,570	1,953	8%
TOTAL	18,586,583	11,083,807	60%	18,031,253	9,733,742	54%

EXPENDITURES						
021 City Council	80,227	52,356	65%	65,728	40,940	62%
022 Muni Court	868,613	547,444	63%	954,950	533,642	56%
023 City Manager	1,538,326	843,564	55%	1,490,849	857,093	57%
024 Financial & Tech Services	1,488,488	904,981	61%	1,397,379	777,451	56%
026 Legal	574,861	359,556	63%	578,925	339,621	59%
030 Police	8,344,511	4,605,490	55%	7,578,932	4,347,406	57%
040 Plan, Bldg & PW Admin	3,547,616	2,006,551	57%	3,350,194	1,913,478	57%
045 Recr, Sr. Serv & Rentals	1,878,151	1,118,165	60%	1,903,281	1,143,922	60%
050 NonDepartmental	133,872	125,441	94%	121,877	78,458	64%
597 Transfers Out	286,440	-	0%	-	-	
TOTAL	18,741,105	10,563,548	56%	17,442,115	10,032,011	58%

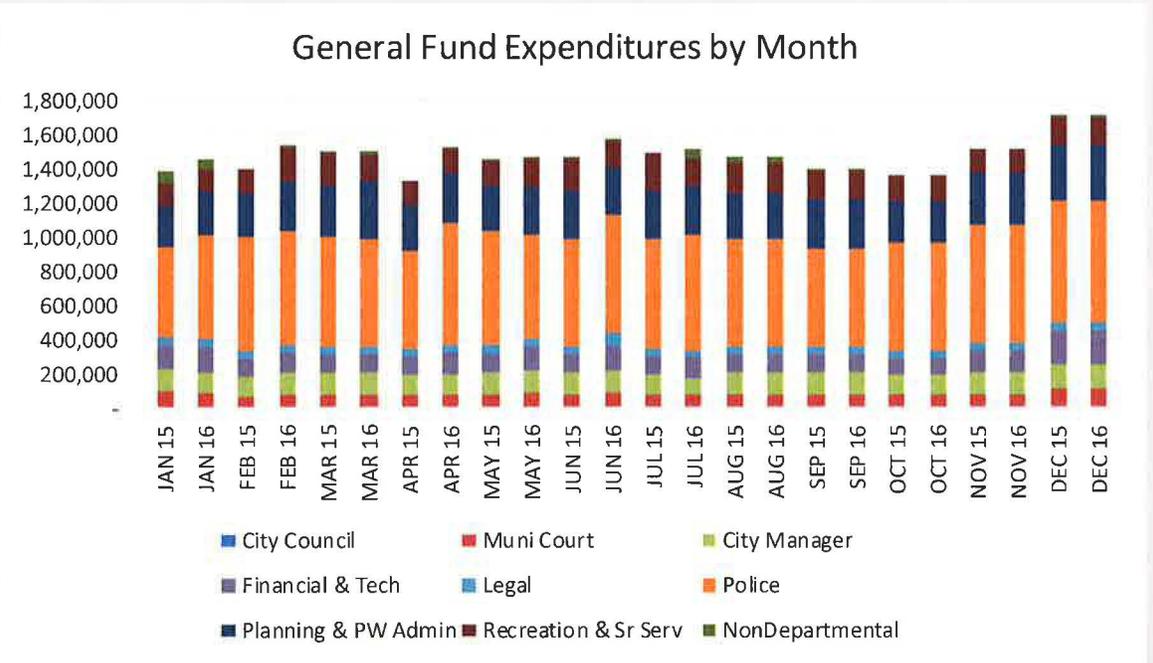
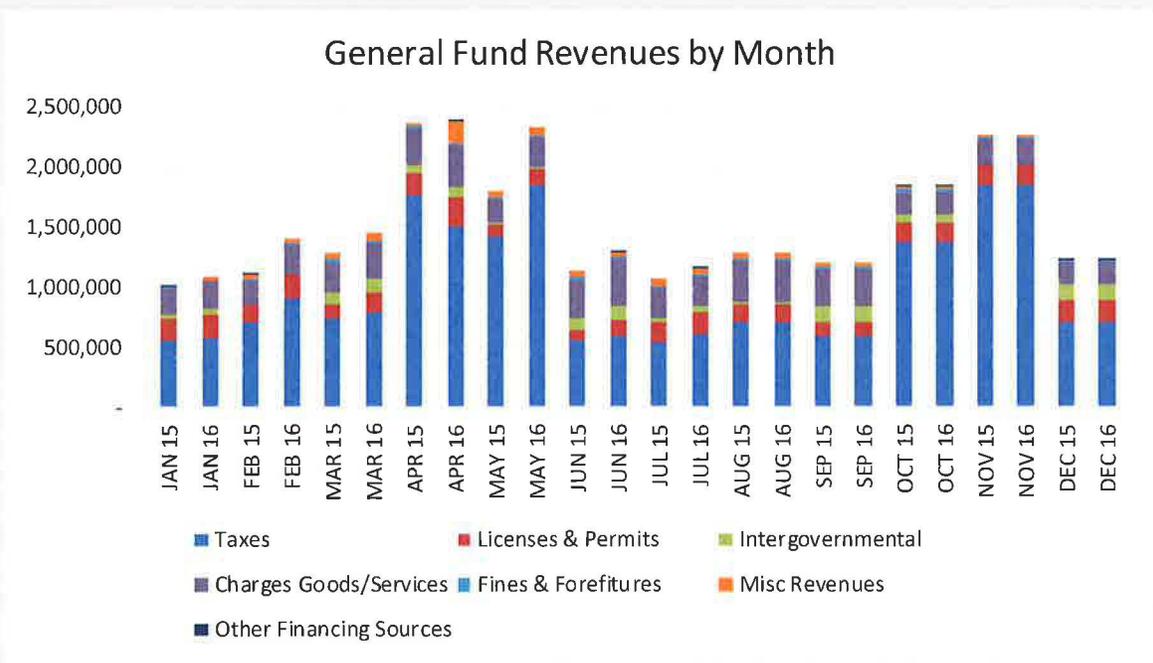
REVENUES MORE THAN OR (LESS THAN) EXPENDITURES	(154,522)	520,259		589,138	(298,269)	
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July is 7 months of 12 58.3%

<i>Actual One-time Revenues Year to Date (in Addition to the Above Revenues)</i>		
Property Tax	151,515	-
Sales Tax and B & O Tax	159,246	173,957
Permits and Plan Review	1,524,590	281,101
	<u>1,835,351</u>	<u>455,058</u>

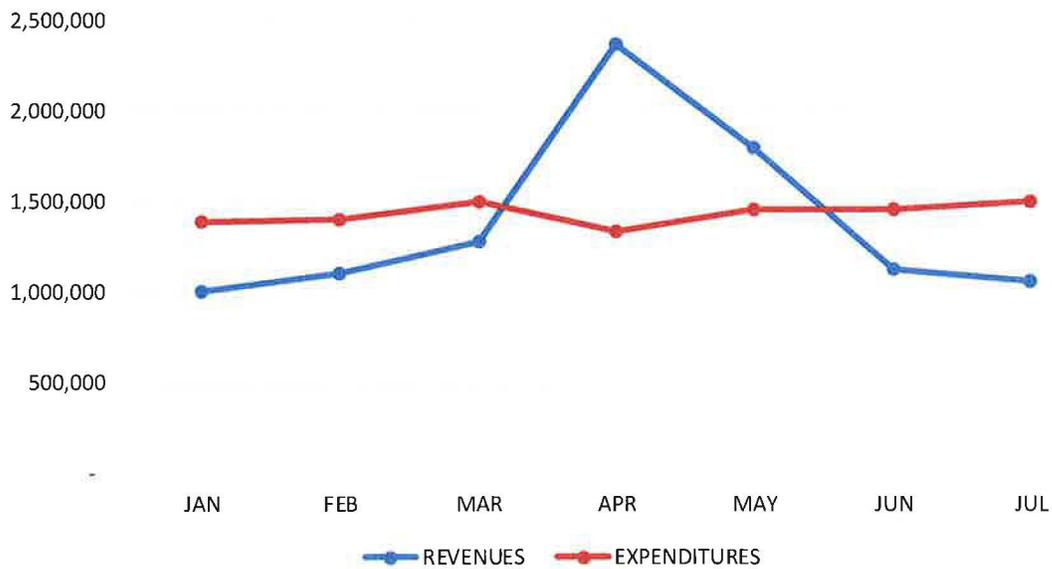
Looking at 2015 % to date provides an indication of "normal" seasonality of revenues and expenditures. Information can be skewed by One-Time Revenues for either year. Looking at 7 months of 12 (58%) gives a bench mark if activity occurred evenly throughout the year.

- The above revenues include only ON-GOING revenues and now EXCLUDE ONE-TIME revenues. See graphs below for monthly tax revenue information.
- Municipal Court expenses are running high due to the settlement of the court clerk union contract, extra wages paid to finalizing scanning of court records and settlement of credit card fees.
- Intergovernmental revenues generally come from the state quarterly (but not all in the same months). E.g. liquor tax sharing, city assistance, marijuana tax sharing, etc.
- Misc. Revenues includes facility rentals, interest, etc.
- NonDepartmental includes annual pay-outs for organizations (AWC, Pollution Control, etc.)
- Police may need a supplemental budget as the Original Budget assumed Police gave up their Holiday Pay as part of furlough. This didn't happen so \$80K budget adjustment is likely.

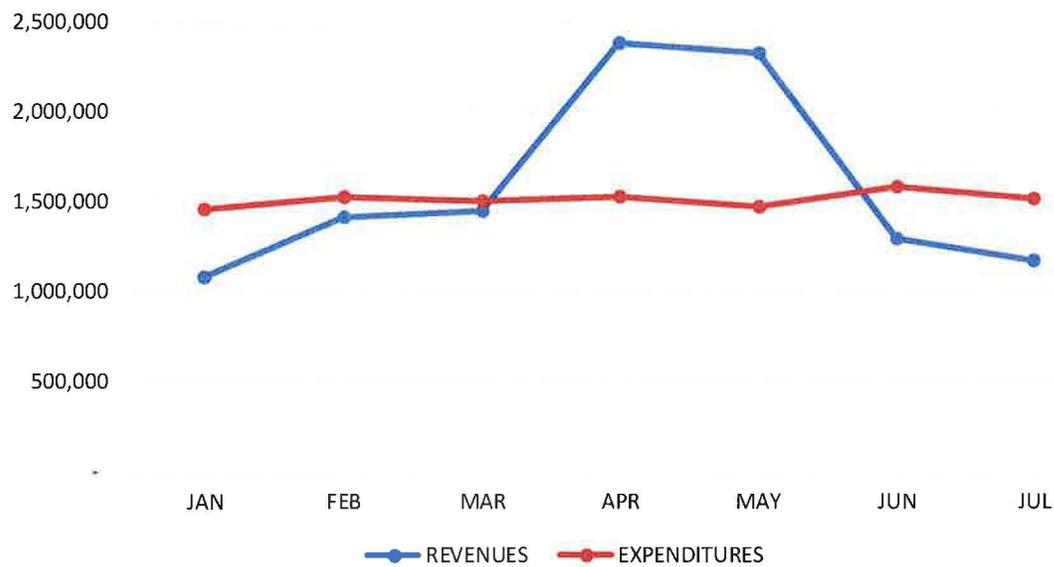


- The above graph INCLUDES only ON-GOING revenues and now EXCLUDES ONE-TIME revenues.
- Permit and Charges revenues are higher due to several business park permits and fees. Actual revenues for these line items are now at 100% or more of 2016 revenue budget amounts.

2015 General Fund Monthly Activity



2016 General Fund Monthly Activity

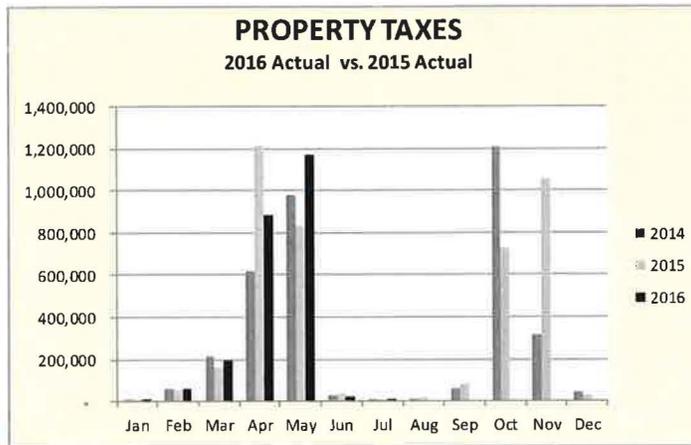


- July 2016 revenues are less than July expenditures (\$354,480) but is still a good (18%) improvement over July of last year (\$433,795). As Technology Services was moved to the General Fund (from separate internal service fund) then General Fund now has internal service revenue from other funds each month.
- July 2016's expenditures were \$1,516,342 which is \$20,115 (1%) more than July 2015.

2016 YTD Compared to 2015 YTD: **35,176 1.5%**

	2016	2015	2014	% Mo Chg
Jan	9,718	7,766	11,423	25.1%
Feb	62,078	55,462	57,840	11.9%
Mar	192,691	159,802	215,499	20.6%
Apr	884,255	1,214,531	615,905	-27.2%
May	1,172,679	834,623	981,322	40.5%
June	24,323	34,134	26,089	-28.7%
Jul	8,130	12,380	12,065	-34.3%
Aug		15,762	7,950	
Sep		76,908	60,275	
Oct		723,002	1,207,885	
Nov		1,054,756	316,753	
Dec		29,206	40,485	
Totals	2,353,874	4,218,332	3,553,491	

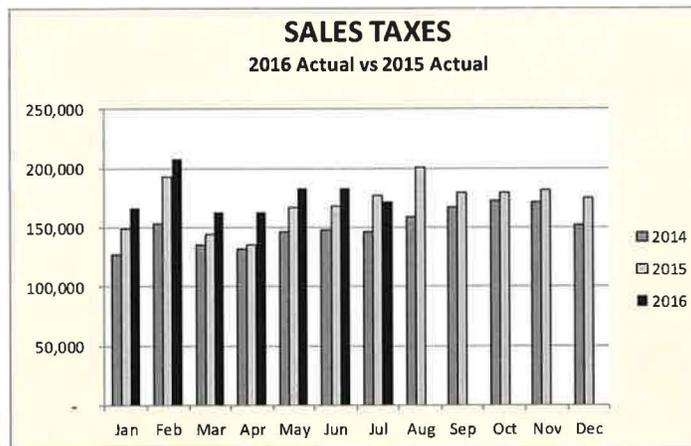
2016 YTD Compared to Annual Budget: **4,573,530 61.5%**



2016 YTD Compared to 2015 YTD: **106,029 9.4%**

	2016	2015	2014	% Mo Chg
Jan	166,482	148,542	126,879	12.1%
Feb	207,580	192,640	153,733	7.8%
Mar	162,512	144,525	134,800	12.4%
Apr	162,783	135,180	132,043	20.4%
May	183,308	166,575	146,468	10.0%
Jun	182,764	167,671	147,711	9.0%
Jul	172,341	176,608	147,093	-2.4%
Aug		200,510	159,385	
Sep		179,594	166,522	
Oct		178,690	171,951	
Nov		181,241	171,692	
Dec		174,869	152,640	
Totals	1,237,770	2,046,645	1,810,917	

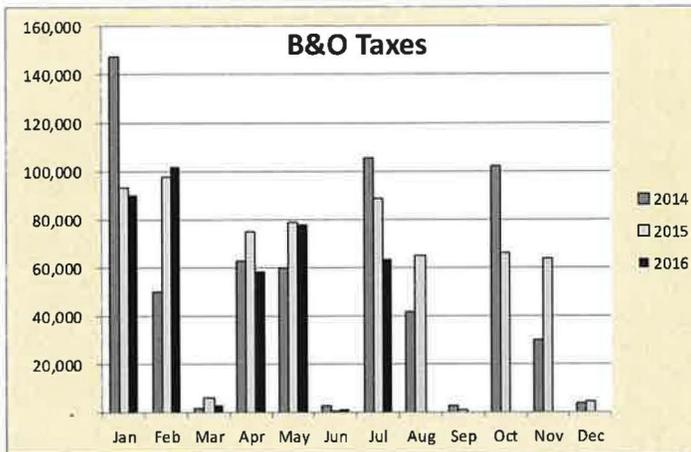
2016 YTD Compared to Annual Budget: **2,141,030 57.8%**



2016 YTD Compared to 2015 YTD: **(44,445) -10.1%**

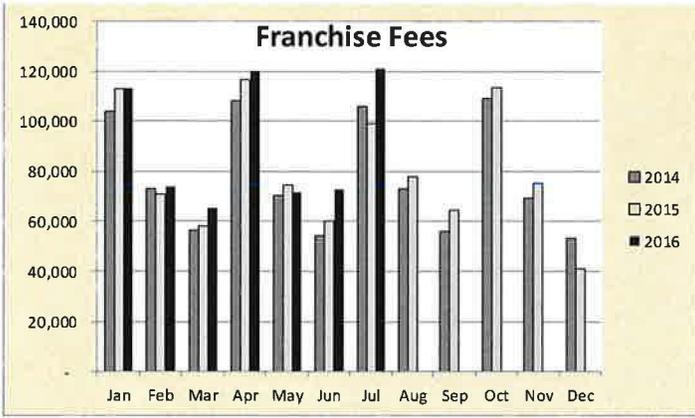
	2016	2015	2014	% Mo Chg
Jan	89,942	93,389	147,677	-3.7%
Feb	101,825	97,788	49,873	4.1%
Mar	3,106	6,095	1,493	-49.0%
Apr	58,292	75,027	62,741	-22.3%
May	78,035	78,927	59,921	-1.1%
Jun	1,262	745	2,971	69.4%
Jul	63,661	88,597	105,554	-28.1%
Aug		64,797	41,690	
Sep		1,192	2,890	
Oct		66,238	102,251	
Nov		63,614	30,155	
Dec		4,682	4,108	
Totals	396,123	641,091	611,324	

2016 YTD Compared to Annual Budget: **640,000 61.9%**

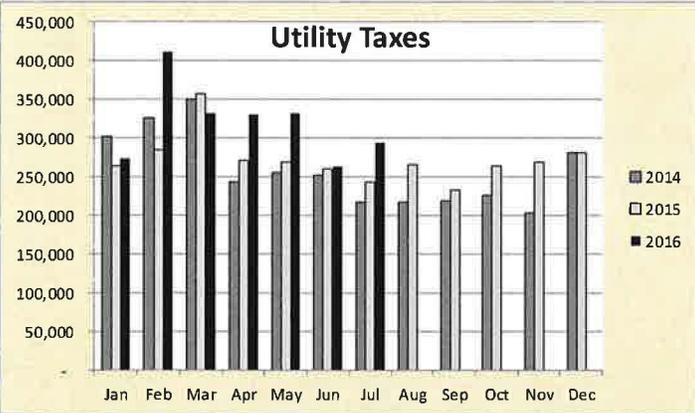


- All revenues sources shown above go to the General Fund.
- The Tax revenue shown in the above graphs EXCLUDE ONE-TIME REVENUES for all years.

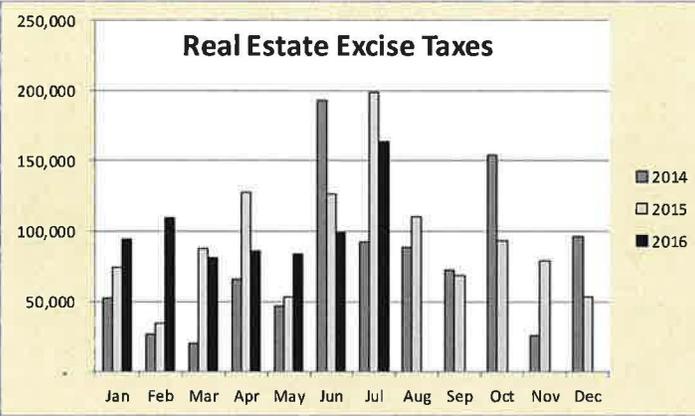
2016 YTD Compared to 2015 YTD:				
	2016	2015	2014	% Mo Chg
Jan	113,463	112,750	104,055	0.6%
Feb	73,834	71,075	73,165	3.9%
Mar	65,347	57,924	56,436	12.8%
Apr	120,207	116,879	108,097	2.8%
May	71,583	74,423	70,303	-3.8%
Jun	72,626	60,470	54,540	20.1%
Jul	121,248	99,070	106,309	22.4%
Aug		77,663	73,166	
Sep		64,435	55,862	
Oct		113,761	109,105	
Nov		74,997	69,418	
Dec		40,908	53,544	
Totals	638,308	964,355	934,000	
2016 YTD Compared to Annual Budget:			996,000	64.1%



2016 YTD Compared to 2015 YTD:				
	2016	2015	2014	% Mo Chg
Jan	273,337	264,911	302,063	3.2%
Feb	410,967	284,340	326,082	44.5%
Mar	332,039	357,130	351,131	-7.0%
Apr	331,283	270,479	243,314	22.5%
May	333,168	269,809	254,925	23.5%
Jun	264,151	260,950	251,914	1.2%
Jul	293,988	243,353	217,888	20.8%
Aug		265,630	218,164	
Sep		233,833	219,620	
Oct		263,509	226,349	
Nov		269,275	203,122	
Dec		281,830	280,978	
Totals	2,238,934	3,265,049	3,095,550	
2016 YTD Compared to Annual Budget:			3,722,352	60.1%



2016 YTD Compared to Annual Budget:				
	2016	2015	2014	% Mo Chg
Jan	93,909	74,382	52,276	26.3%
Feb	109,153	33,884	26,826	222.1%
Mar	80,623	88,020	19,742	-8.4%
Apr	86,005	127,450	66,103	-32.5%
May	84,072	53,190	46,430	58.1%
Jun	99,166	127,038	193,059	-21.9%
Jul	163,905	199,170	91,941	-17.7%
Aug		110,322	88,753	
Sep		68,647	72,437	
Oct		93,478	154,557	
Nov		78,694	25,792	
Dec		53,220	96,222	
Totals	716,833	1,107,495	934,138	
2016 YTD Compared to Annual Budget:			984,520	72.8%



- Real Estate Excise Taxes go to the Construction Fund and not the General Fund. All other revenues sources shown above go to the General Fund.
- The Tax revenue shown in the above graphs EXCLUDE ONE-TIME REVENUES for all years.

SPECIAL REVENUE FUNDS MONTHLY REPORT
JULY

	2016 Budget Annual	2016 Actual Year to Date	%	2015 Actual Annual	2015 Actual Year to Date	%
101 STREETS						
Begin Fund Balance	273,872	273,872		240,555	240,555	
Revenues	1,532,000	873,452	57%	1,254,492	728,377	58%
Expenditures	1,494,294	719,764	48%	1,221,175	726,771	60%
Net Activity	37,706	153,688		33,317	1,606	
Ending Fund Balance	311,578	427,560		273,872	242,161	
102 ARTERIAL PAVEMENT						
Begin Fund Balance	-	-		-	-	
Revenues	15,000	165,276	1102%	-	-	
Expenditures	15,000	-	0%	-	-	
Net Activity	-	165,276		-	-	
Ending Fund Balance	-	165,276		-	-	
107 POLICE DRUG SEIZURE						
Begin Fund Balance	10,342	10,342		7,546	7,546	
Revenues	500	20	4%	25,640	24,386	95%
Expenditures	6,000	-	0%	22,844	-	0%
Net Activity	(5,500)	20		2,796	24,386	
Ending Fund Balance	4,842	10,362		10,342	31,932	
111 HOTEL/MOTEL TAX						
Begin Fund Balance	9,593	9,593		8,161	8,161	
Revenues	84,000	25,171	30%	27,678	12,832	46%
Expenditures	80,000	20,014	25%	26,246	11,761	45%
Net Activity	4,000	5,157		1,432	1,071	
Ending Fund Balance	13,593	14,750		9,593	9,232	
140 REDONDO ZONE						
Begin Fund Balance	22,064	22,064		-	-	
Revenues	53,750	28,303	53%	101,235	91,730	91%
Expenditures	58,597	40,668	69%	79,171	48,697	62%
Net Activity	(4,847)	(12,365)		22,064	43,033	
Ending Fund Balance	17,217	9,699		22,064	43,033	

Special Revenue funds are volatile by their nature for both revenue and spending patterns.

Redondo Zone - 2016 includes computer replacement and computer maintenance costs for parking systems. Interfund services cost (for Marina folks operating this area) is higher than last year. This is an area of concern as parking revenues will need to be increased in order to cover operating costs and provide funding for area related capital improvements. With status quo, 2016 Revised Budget Revenue estimate is \$73K and Revised Budget Expense estimate is \$91K for a reduction in Fund 140 fund balance of \$18K.

SPECIAL REVENUE FUNDS MONTHLY REPORT
JULY

	2016 Budget Annual	2016 Actual Year to Date	%	2015 Actual Annual	2015 Actual Year to Date	%
142 AUTOMATION FEES						
Begin Fund Balance	22,985	22,985		-	-	
Revenues	100,000	88,662	89%	22,985	13,160	57%
Expenditures	96,726	61,576	64%	-	#DIV/O!	
Net Activity	3,274	27,086		22,985	13,160	
Ending Fund Balance	26,259	50,071		22,985	13,160	
180 ABATEMENT						
Begin Fund Balance	1,350	1,350		-	-	
Revenues	500		0%	1,350	1,232	91%
Expenditures	200	744	372%	-	#DIV/O!	
Net Activity	300	(744)		1,350	1,232	
Ending Fund Balance	1,650	606		1,350	1,232	
190 (ASE) AUTOMATED SPEED ENFORCEMENT						
Begin Fund Balance		-			-	
Revenues	356,000	245,818	69%	362,149	234,105	65%
Expenditures	411,914	136,515	33%	297,760	155,518	52%
Net Activity	(55,914)	109,303		64,389	78,587	
Ending Fund Balance	(55,914)	109,303		64,389	78,587	
199 (TBD) TRANSPORTATION BENEFIT DISTRICT						
Begin Fund Balance	48,160	48,160		-	-	
Revenues	880,000	446,127	51%	456,831	279,459	61%
Expenditures	434,200	438,870	101%	408,671	246,367	60%
Net Activity	445,800	7,257		48,160	33,092	
Ending Fund Balance	493,960	55,417		48,160	33,092	
July is 7 months of 12			58%			

- The Automation fee revenues come from development activity and therefore are expected to fluctuate through the year. The fund is still on track to meet its revenue budget for the year.
- ASE is running a little ahead, but this revenue source declines in the summer when school is out.
- The TBD will need a supplemental budget adjustment for expenditures. The Original Budget for expenditures only included the first \$20 of car tab spending. The new, additional \$20 was included in revenues but not in the budget. Revenues for the new \$20 are started in April.

DEBT SERVICE FUNDS MONTHLY REPORT
JULY

	2016 Budget Annual	2016 Actual Year to Date	%	2015 Actual Annual	2015 Actual Year to Date	%
201 REET 1 ELIGIBLE DEBT SERVICE						
Begin Fund Balance		-			-	
Revenues	140,410	81,907	58%	132,659	119,461	90%
Expenditures	142,117	8,744	6%	133,023	8,803	7%
Net Activity	<u>(1,707)</u>	<u>73,163</u>		<u>(364)</u>	<u>110,658</u>	
Ending Fund Balance	<u>(1,707)</u>	<u>73,163</u>		<u>(364)</u>	<u>110,658</u>	
202 REET 2 ELIGIBLE DEBT SERVICE						
Begin Fund Balance		-			-	
Revenues	264,855	154,504	58%	252,459	252,389	100%
Expenditures	264,855	107,730	41%	252,371	102,989	41%
Net Activity	<u>-</u>	<u>46,774</u>		<u>88</u>	<u>149,400</u>	
Ending Fund Balance	<u>-</u>	<u>46,774</u>		<u>88</u>	<u>149,400</u>	

Expenditure activity reflects monthly charge for General Fund Administrative Services. In prior years Debt Service funds were not assessed their related costs for General Fund Admin Services. Semi-annual interest payments are made in June and December each year. The principal payment is made once a year in December.

MARINA FUND 401 OPERATIONS MONTHLY REPORT

(Budget Basis/Working Capital Basis)

JULY

	2016 Budget Annual	2016 Actual Year to Date	%	2015 Actual Annual	2015 Actual Year to Date	%
REVENUES						
Intergov't Grants	-	8,046		38,729	38,729	100.0%
Charges Goods & Services	105,037	65,212	62.1%	105,167	64,683	61.5%
Fuel Sales	1,103,986	464,690	42.1%	1,060,735	646,891	61.0%
Fines & Forefitures	15,220	11,030	72.5%	17,716	8,821	49.8%
Moorage, Parking & Misc	2,878,766	1,671,167	58.1%	2,792,606	1,644,255	58.9%
Interfund Maint Services	25,000	21,236	84.9%	34,940	16,413	47.0%
TOTAL	4,128,009	2,241,381	54.3%	4,049,893	2,419,792	59.7%
<i>Fuel gallons sold</i>	<i>420,609</i>	<i>212,224</i>		<i>404,432</i>	<i>236,897</i>	
EXPENDITURES						
Salaries	651,693	337,782	51.8%	609,486	364,419	59.8%
Benefits	271,946	131,044	48.2%	247,773	148,517	59.9%
Supplies	168,850	89,941	53.3%	147,313	99,505	67.5%
Fuel Purchases	949,368	381,841	40.2%	901,648	567,499	62.9%
Services	876,082	498,462	56.9%	817,501	463,577	56.7%
Capital	-	-		7,286	7,286	100.0%
Capital Transfers	250,000	1,846	0.7%	734,751	106,854	14.5%
Debt Transfers	819,830	478,233	58.3%	821,216	479,045	58.3%
TOTAL	3,987,769	1,919,149	48.1%	4,286,974	2,236,702	52.2%
REVENUES MORE THAN OR (LESS THAN) EXPENDITURES	140,240	322,232		(237,081)	183,090	
Ending Cash & Investments		1,549,512			1,471,045	
Min Reserves - 20%		747,554				
Avail to Xfer to Dock Replace		551,958				
<i>July is 7 month of 12</i>		<i>58.3%</i>				
<i>Fuel Profits (using COGS)</i>		<i>79,088</i>			<i>73,452</i>	

- Marina revenue is running slightly behind last year but net income is generally on-track for the year.

SWM FUND 450 OPERATIONS MONTHLY REPORT

(Budget Basis/Working Capital Basis)

JULY

	2016 Budget Annual	2016 Actual Year to Date	%	2015 Actual Annual	2015 Actual Year to Date	%
REVENUES						
Intergov't Grants		15,025				
Charges Goods & Services	3,264,518	2,047,925	62.7%	2,756,227	1,566,024	56.8%
Interest & Miscellaneous	2,000	12,036	601.8%	14,439	10,855	75.2%
TOTAL	3,266,518	2,074,986	63.5%	2,770,666	1,576,879	56.9%
EXPENDITURES						
Salaries	799,230	465,824	58.3%	761,468	443,613	58.3%
Benefits	393,022	207,387	52.8%	342,924	194,573	56.7%
Supplies	75,300	38,046	50.5%	39,127	22,128	56.6%
Services	1,375,704	787,015	57.2%	1,077,055	642,018	59.6%
Capital		-		27,698	27,698	100.0%
Capital Transfers	592,935	-		108,498		0.0%
TOTAL	3,236,191	1,498,272	46.3%	2,356,770	1,330,030	56.4%
REVENUES MORE THAN OR (LESS THAN) EXPENDITURES	30,327	576,714		413,896	246,849	
Ending Cash & Investments		2,109,094			1,403,723	
Min Reserves - 20% Revenues		653,304				
Waiting for CIP Xfer to Fund 451		1,455,790				
<i>July is 7 months of 12</i>		<u>58.3%</u>				

- SWM is generally on-track for the year. Charges for Goods & Services come through the King County property tax billing system so April/May and October/November are peak revenue months for this fund.

INTERNAL SERVICE FUNDS MONTHLY REPORT

(Budget Basis/Working Capital Basis)

JULY

	2016 Budget Annual	2016 Actual Year to Date	%	2015 Actual Annual	2015 Actual Year to Date	%
500 EQUIPMENT RENTAL OPS						
Begin Fund Balance	43,756	239,158		198,523	198,523	
Revenues	602,215	332,366	55%	526,482	314,716	60%
Expenditures	545,245	246,922	0.453	485,847	263,714	54%
Net Activity	56,970	85,444		40,635	51,002	
Ending Fund Balance	100,726	324,602		239,158	249,525	
501 EQUIPMENT RENTAL REPLACE						
Begin Fund Balance	1,424,750	1,618,468		1,628,405	1,628,405	
Revenues	865,334	513,928	59%	462,364	192,775	42%
Expenditures	851,860	649,655	76.3%	472,301	306,205	65%
Net Activity	13,474	(135,727)		(9,937)	(113,430)	
Ending Fund Balance	1,438,224	1,482,741		1,618,468	1,514,975	
506 FACILITY MAJOR REPAIRS						
Begin Fund Balance	65,423	53,339		166,401	166,401	
Revenues	75,830	44,358	58%	102,760	44,303	43%
Expenditures	79,000	2,832	4%	215,822	100,283	46%
Net Activity	(3,170)	41,526		(113,062)	(55,980)	
Ending Fund Balance	62,253	94,865		53,339	110,421	
511 COMPUTER REPLACEMENT						
Begin Fund Balance	126,766	271,177		317,436	317,436	
Revenues	401,207	276,885	69%	162,084	83,893	52%
Expenditures	262,540	144,578	55%	208,343	179,204	86%
Net Activity	138,667	132,307		(46,259)	(95,311)	
Ending Fund Balance	265,433	403,484		271,177	222,125	
520 SELF INSURANCE						
Begin Fund Balance	99,622	138,795		150,014	150,014	
Revenues	828,455	481,751	58%	637,551	371,844	58%
Expenditures	666,660	579,830	87%	648,770	604,870	93%
Net Activity	161,795	(98,079)		(11,219)	(233,026)	
Ending Fund Balance	261,417	40,716		138,795	(83,012)	
530 UNEMPLOY INSURANCE						
Begin Fund Balance	322,817	338,159		284,467	284,467	
Revenues	58,435	32,413	55%	56,143	32,676	58%
Expenditures	75,000	17,706	24%	2,451	2,451	100%
Net Activity	(16,565)	14,707		53,692	30,225	
Ending Fund Balance	306,252	352,866		338,159	314,692	

July is 7 months of 12

58%

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MINUTES

DES MOINES CITY COUNCIL
Regular Meeting
City Council Chambers
21630 11th Avenue South, Des Moines

July 28, 2016 – 7:00 p.m.

CALL TO ORDER

Mayor Pina called the meeting to order 7:02 p.m.

PLEDGE OF ALLEGIANCE

The flag salute was led by Mayor Pina.

ROLL CALL

Council present: Mayor Matt Pina; Mayor Pro Tem Vic Pennington; Councilmembers Melissa Musser, Jeremy Nutting, Luisa Bangs, Robert K. Back and Dave Kaplan.

Staff present: Interim City Attorney Tim George; Commander Bob Bohl; Interim Assistant City Attorney Matt Hutchins; Human Resources Manager Maureen Murphy; Planning, Building and Public Works Director Dan Brewer; Assistant Harbormaster Scott Wilkins; Police Department Office Manager Terryann Dell; Finance Director Donyele Mason; Parks, Recreation & Senior Services Director Patrice Thorell; City Clerk Bonnie Wilkins.

CORRESPONDENCE

- There were no correspondences.

COMMENTS FROM THE PUBLIC

- Laurie McEachern, 601 S 227th #408, Marina paid parking.
- Bill Linscott, 22335 6th Avenue S, Waterland and meetings in the Marina regarding paid parking.
- Jackie Benster, 601 S 227th St #208, Marina parking return on investment study.

BOARD AND COMMITTEE REPORTS/COUNCILMEMBER COMMENTS

Mayor Pro Tem Pennington

- City Manager interviews.
- Waterland.

Councilmember Kaplan

- Thanked Destination Des Moines and Volunteers for a successful Waterland.
- SCATBd Meeting:
 - State Routes 405 and 509.
 - Financial report:
 - Dues are \$100 per year.
 - Transportation Technology Conference.
- Kickoff for new Chinese airline Shenzhen Airlines.

Councilmember Back

- Thanked Waterland volunteers.
- Senior Services Advisory Committee meeting:
 - Volunteer driver needed.
 - Tuesday and Thursdays.
 - Southwest King County.
- SCORE Administrative Board meeting:
 - 2017 budget passed.
- Municipal Budgeting and Financial Management Workshop:
 - Provided by Association of Washington Cities.

Councilmember Bangs

- Thanked volunteers, staff and Police Department for Waterland.
- Parade was fun.
- Wesley Homes Barbeque.
- National Night Out:
 - August 2nd.
 - Midway Park's event starts at 12:30.

Councilmember Nutting

- Thanked Destination Des Moines and the Police Department for the weekend events.

Councilmember Musser

- Thanked all volunteers for Waterland
- Thanked Judson Park for the pre-parade function.
- Thanked Dan Kirkland, in North Hill, for his convertible vehicles for the parade.
- Wished Harbormaster, Joe Dusenbury, a Happy Birthday, which is on Sunday.

PRESIDING OFFICER'S REPORT

- Thanked volunteers, various City staff, Police Department and Fire Department:
 - City Manager Process.
 - Waterland.
 - Wheels & Keels.
 - Games in the Park.
- Attended kickoff for Shenzhen Airlines.
- Highline Water District, Southwest Suburban Sewer District and Midway Sewer District:
 - All franchise agreements have been passed and accepted.
 - Thanked Districts and staff.
 - Interim City Attorney said first payment should be received around November 1st.

ADMINISTRATION REPORT

Item 1: MONTHLY FINANCIAL REPORT

Finance Director Mason gave a presentation to Council.

CONSENT AGENDA

Item 1: APPROVAL OF MINUTES

Motion is to approve minutes from the June 30, 2016 City Council Executive Session and the minutes from the July 14, 2016 tour of the Wasson Home.

Councilmember Nutting recused himself from the Consent Agenda as he was not present at the June 30th and July 14th meetings.

Direction/Action

Motion made by Mayor Pro Tem Pennington to approve the Consent Agenda; seconded by Councilmember Kaplan.

The motion passed 6-0.

NEW BUSINESS

Item 1: CITY MANAGER CANDIDATE DISCUSSION

Direction/Action

Motion made by Councilmember Kaplan to hire Jim Nichols as the Des Moines City Manager contingent upon successful negotiation of an employment contract with SGR, the Ad Hoc City Manager Advisory Committee and approval of the contract by the City Attorney and City Council; seconded by Councilmember Back.

The motion passed 7-0.

NEXT MEETING DATE

August 11, 2016 Regular City Council Meeting

ADJOURNMENT

Motion made by Councilmember Kaplan to adjourn; seconded by Councilmember Bangs. The motion passed 7-0.

The meeting was adjourned at 8:07 p.m.

Respectfully Submitted,
Bonnie Wilkins, CMC
City Clerk

MINUTES

SPECIAL MEETING TO HOLD AN EXECUTIVE SESSION

August 8, 2016

CALL MEETING TO ORDER

The Special Meeting was called to order by Mayor Pina at 5:30 p.m. in Council Chambers.

ROLL CALL

Council present: Mayor Matt Pina; Mayor Pro Tem Vic Pennington; Councilmembers Melissa Musser; Jeremy Nutting, Luisa Bangs, Robert K. Back and Dave Kaplan.

Others present: City Manager Tony Piasecki; Interim City Attorney Tim George; Strategic Government Resources Consultant Ron Holifield.

Ron Holifield joined the meeting at 5:35 p.m. via phone.

At 6:03 p.m. City Manager Piasecki and Interim City Attorney George left the meeting.

PURPOSE

The purpose of the Special Meeting was to hold an Executive Session to discuss qualified applications per RCW 42.30.110(1)(g).

At 6:25 pm. Mayor Pina extended the Executive Session until 7:00 p.m.

At 7:00 p.m. Interim City Attorney George re-joined the meeting.

At 7:00 p.m. Mayor Pina extended the Executive Session until 7:10 p.m.

No formal action was taken.

The meeting was adjourned at 7:10 p.m.

Respectfully submitted,
Bonnie Wilkins, CMC
City Clerk

**CITY OF DES MOINES
Voucher Certification Approval**

18-Aug-16

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 Aug 18, 2016 the Des Moines City Council, by unanimous vote, does approve for payment those vouchers and payroll transfers through Aug 10, 2016 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:


Donyelé Mason, Finance Director

	# From	# To	Amounts
Claims Vouchers:			
Total A/P Checks/Vouchers	147655 ✓	147781 ✓	695,713.45
Electronic Wire Transfers	746 ✓	748 ✓	131,043.36
Electronic Wire Transfers	749 ✓	749 ✓	void
Electronic Wire Transfers	750 ✓	751 ✓	28,247.57
Total claims paid			855,004.38
Payroll Vouchers			
Payroll Checks	18836 ✓	18840 ✓	4,825.51
Direct Deposit	310001 ✓	310175 ✓	300,506.96
Payroll Checks		-	
Direct Deposit		-	
Total Paychecks/Direct Deposits paid			305,332.47
Total checks and wires for A/P & Payroll			1,160,336.85

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AGENDA ITEM

BUSINESS OF THE CITY COUNCIL City of Des Moines, WA

SUBJECT: Day of Concern for the Hungry
Proclamation

ATTACHMENTS:
1. Proclamation

AGENDA OF: August 18, 2016

DEPT. OF ORIGIN: Administration

DATE SUBMITTED: August 10, 2016

CLEARANCES:

APPROVED BY CITY MANAGER
FOR SUBMITTAL: 

Purpose and Recommendation:

The purpose of this agenda item is to recognize and support the Day of Concern for the Hungry on September 17, 2016.

Suggested Motion

MOTION: “I move to approve the Proclamation recognizing September 17, 2016 as Day of Concern for the Hungry.”

Background:

This year marks the 23rd annual food drive sponsored by the Emergency Feeding Program of Seattle and King County. In all those years, the need for this drive has never been greater. A significant portion of the 300,000 individuals in King County face the daily risk of going hungry. Of that total, 86,000 are children. Support continues to be a crucial reason that our local food programs maintain the resources needed to serve.

Grocery stores through King County will hold an annual food drive on Saturday, September 17, 2016 to help support the efforts of this program.

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City of Des Moines



CITY COUNCIL
21630 11th AVENUE S, SUITE A
DES MOINES, WASHINGTON 98198-6398
(206) 878-4595 T.D.D: (206) 824-6024 FAX: (206) 870-6540



Proclamation

WHEREAS King County cities recognize adequate nutrition as a basic goal for each citizen, and

WHEREAS no parent should have to send a child to school hungry, no baby should be without the comfort of the feedings needed for mental and physical growth, no elderly persons health should be jeopardized by lack of appropriate foods, and

WHEREAS food banks, emergency and hot meal programs working with our cities, local churches, social service agencies, and hundreds of volunteers are striving day in and day out to stem the rising tide of hunger, but still need more help, and

WHEREAS we believe that when the citizens who are not involved hear of the especially desperate needs of the hungry as winter approaches and their low incomes must stretch to cover increasing fuel, electricity and rental costs, leaving even less money for monthly food purchase, an outpouring of community assistance will follow, and

WHEREAS the Emergency Feeding Program of Seattle and King County coordinates an annual food drive to help support the efforts of their program and the areas food banks in fighting hunger which will be held at grocery stores throughout King County on Saturday, September 17, 2016,

NOW THEREFORE THE DES MOINES CITY COUNCIL HEREBY RECOGNIZES September 17, 2016 as

DAY OF CONCERN FOR THE HUNGRY

SIGNED this 18th day of August, 2016

Matt Pina, Mayor

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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: Acceptance of Donation of Real Property from Schroeder Trust and Suzanne Schroeder

ATTACHMENT:

- 1) Property Details- Parcel No. 286830-0135
- 2) Title Report
- 3) Property Transfer Documents

FOR AGENDA OF: August 18, 2016

DEPT. OF ORIGIN: Parks, Recreation and Senior Services

DATE SUBMITTED: August 10, 2016

CLEARANCES:

- Legal *YG*
- Finance *NA*
- Marina *NA*
- Parks, Recreation & Senior Services *DS*
- Planning, Building & Public Works *DS*
- Police *NA*
- Courts *NA*

APPROVED BY CITY MANAGER
FOR SUBMITTAL: *AS / MY*

Purpose and Recommendation

The purpose of this agenda item is to request City Council approval of the donation of real property to the City from Suzanne Schroeder and the O. Stewart Schroeder Revocable Living Trust.

Motion: "I move to accept the donation of real property parcel No. 286830-0135 to the City at no cost, from Suzanne Schroeder and the Schroeder Trust, and authorize the City Manager to sign all documents necessary to effectuate the transfer, substantially in the form as submitted."

Background

The Schroeder property is located adjacent to the Des Moines Creek Park and provides an open space buffer between the North Hill neighborhood and the Des Moines Creek Trail. Attachment A shows the property details. The subject property, valued at \$17,000 was offered for sale on the real estate market for over two years and did not sell because the lot is considered unbuildable. The Schroeder's have offered to transfer the property to the City at no cost in its present condition for park and open space purposes.

Discussion

The City Council is required to approve all donations of real property. DMMC 3.80.030. The property is currently owned one half by Suzanne Schroeder and one half by the O. Stewart Schroeder Revocable Living Trust. Mr. Stewart Schroeder has passed away and the necessary documents to effectuate the transfer have been drafted. If this donation of real property is approved by the City Council, the property will be transferred from the two parties to the City by Quit Claim Deeds at no cost to the City. The Schroeder's will pay the costs of recording the deed and any excise tax on this transaction.

Alternatives

City Council may deny approval of the property donation.

Financial Impact

There are no costs anticipated for the land transfer at this time.

Recommendation/Concurrence

The Parks, Recreation and Senior Services Director and Planning, Building and Public Works Director have reviewed the location of the property and recommend that City Council approve the donation.

PARCEL DATA

Parcel	286830-0135	Jurisdiction	DES MOINES
Name	SCHROEDER O STEWART	Levy Code	1126
Site Address		Property Type	R
Residential Area	088-002 (SW Appraisal District)	Plat Block / Building Number	3
Property Name		Plat Lot / Unit Number	7
		Quarter-Section- Township-Range	<u>NE-8 -22-4</u>

Legal Description

GRANVILLE ESTATES ADD LESS BEG SE COR; TH N ALG E LN 187.72 FT; TH S 79-54-24 W 50 FT; TH S 23-48-30 W 187.64 FT TO S LN SD LOT TH E 125 FT ALG SD S LN TO BEG
PLat Block: 3
Plat Lot: 7

LAND DATA

Highest & Best Use As If Vacant	SINGLE FAMILY	Percentage Unusable	0
Highest & Best Use As Improved	(unknown)	Unbuildable	YES
Present Use	Vacant(Single-family)	Restrictive Size Shape	NO
Land SqFt	57,063	Zoning	RS-7200
Acres	1.31	Water	WATER DISTRICT
		Sewer/Septic	PUBLIC
		Road Access	PUBLIC
		Parking	
		Street Surface	PAVED

Views

Rainier	
Territorial	

Waterfront

Waterfront Location	
Waterfront Footage	0

Olympics	
Cascades	
Seattle Skyline	
Puget Sound	
Lake Washington	
Lake Sammamish	
Lake/River/Creek	
Other View	

Lot Depth Factor	0
Waterfront Bank	
Tide/Shore	
Waterfront Restricted Access	
Waterfront Access Rights	NO
Poor Quality	NO
Proximity Influence	NO

Designations

Historic Site	
Current Use	(none)
Nbr Bldg Sites	
Adjacent to Golf Fairway	NO
Adjacent to Greenbelt	NO
Other Designation	NO
Deed Restrictions	NO
Development Rights Purchased	NO
Easements	NO
Native Growth Protection Easement	NO
DNR Lease	NO

Nuisances

Topography	YES
Traffic Noise	
Airport Noise	
Power Lines	NO
Other Nuisances	NO

Problems

Water Problems	NO
Transportation Concurrency	NO
Other Problems	NO

Environmental

Environmental	NO
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BUILDING



ALTA Commitment (6/17/06)

ALTA Commitment Form
COMMITMENT FOR TITLE INSURANCE
 Issued by
STEWART TITLE GUARANTY COMPANY

STEWART TITLE GUARANTY COMPANY, a Texas Corporation ("Company"), for a valuable consideration, commits to issue its policy or policies of title insurance, as identified in Schedule A, in favor of the Proposed Insured named in Schedule A, as owner or mortgagee of the estate or interest in the land described or referred to in Schedule A, upon payment of the premiums and charges and compliance with the Requirements; all subject to the provisions of Schedules A and B and to the Conditions of this Commitment.

This Commitment shall be effective only when the identity of the Proposed Insured and the amount of the policy or policies committed for have been inserted in Schedule A by the Company.

All liability and obligation under this Commitment shall cease and terminate six months after the Effective Date or when the policy or policies committed for shall issue, whichever first occurs, provided that the failure to issue the policy or policies is not the fault of the Company.

The Company will provide a sample of the policy form upon request.

This Commitment shall not be valid or binding until countersigned by a validating officer or authorized signatory.

IN WITNESS WHEREOF, Stewart Title Guaranty Company has caused its corporate name and seal to be affixed by its duly authorized officers on the date shown in Schedule A.

Countersigned by:


 Authorized Countersignature

Stewart Title Company
 18000 International Blvd, Suite 500
 SeaTac, WA 98188
 (206) 770-8700

stewart
 title guaranty company





Matt Morris
 President and CEO



Denise Carraux
 Secretary

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File No. 01148-50103
 004-UN ALTA Commitment (6/17/06)

AMERICAN
 LAND TITLE
 ASSOCIATION



CONDITIONS

1. The term mortgage, when used herein, shall include deed of trust, trust deed, or other security instrument.
2. If the proposed Insured has or acquired actual knowledge of any defect, lien, encumbrance, adverse claim or other matter affecting the estate or interest or mortgage thereon covered by this Commitment other than those shown in Schedule B hereof, and shall fail to disclose such knowledge to the Company in writing, the Company shall be relieved from liability for any loss or damage resulting from any act of reliance hereon to the extent the Company is prejudiced by failure to so disclose such knowledge. If the proposed Insured shall disclose such knowledge to the Company, or if the Company otherwise acquires actual knowledge of any such defect, lien, encumbrance, adverse claim or other matter, the Company at its option may amend Schedule B of this Commitment accordingly, but such amendment shall not relieve the Company from liability previously incurred pursuant to paragraph 3 of these Conditions.
3. Liability of the Company under this Commitment shall be only to the named proposed Insured and such parties included under the definition of Insured in the form of policy or policies committed for and only for actual loss incurred in reliance hereon in undertaking in good faith (a) to comply with the requirements hereof, or (b) to eliminate exceptions shown in Schedule B, or (c) to acquire or create the estate or interest or mortgage thereon covered by this Commitment. In no event shall such liability exceed the amount stated in Schedule A for the policy or policies committed for and such liability is subject to the insuring provisions and Conditions and the Exclusions from Coverage of the form of policy or policies committed for in favor of the proposed Insured which are hereby incorporated by reference and are made a part of this Commitment except as expressly modified herein.
4. This Commitment is a contract to issue one or more title insurance policies and is not an abstract of title or a report of the condition of title. Any action or actions or rights of action that the proposed Insured may have or may bring against the Company arising out of the status of the title to the estate or interest or the status of the mortgage thereon covered by this Commitment must be based on and are subject to the provisions of this Commitment.
5. *The policy to be issued contains an arbitration clause. All arbitrable matters when the Amount of Insurance is \$2,000,000 or less shall be arbitrated at the option of either the Company or the Insured as the exclusive remedy of the parties. You may review a copy of the arbitration rules at < <http://www.alta.org/>>.*

All notices required to be given the Company and any statement in writing required to be furnished the Company shall be addressed to it at P.O. Box 2029, Houston, Texas 77252.



Stewart Title Company
18000 International Blvd, Suite 500
SeaTac, WA 98188
Phone: (206) 770-8700

Order Number: 01148-50103

Title Officer: Chris Rollins
Phone: (206) 770-8715
Email: chris.rollins@stewart.com
titleofficers@stewart.com

Scott McDearmon - Title Assistant
Phone: (253) 439-6436
Email: scott.mcdearmon@stewart.com
titleofficers@stewart.com

Title Officer: Joe Dorfman
Phone (425) 317-7319
Email: joe.dorfman@stewart.com
titleofficers@stewart.com

Don Peterson
Phone (253) 439-6432
Email: don.peterson@stewart.com
titleofficers@stewart.com

Customer Reference:
Schroeder / City of Des Moines

SCHEDULE A

1. **Effective Date:** October 22, 2015 at 8:00 AM

2. **Policy Or Policies To Be Issued:**

(X) ALTA OWNER'S POLICY, (6/17/06)

(X) STANDARD () EXTENDED (Underwriting fee - 11%)

Amount:	\$17,000.00
Premium:	\$280.00
Tax:	\$26.60
Total:	\$306.60

Proposed Insured:

City of Des Moines

3. **The estate or interest in the land described or referred to in this Commitment and covered herein is:**

Fee Simple

4. **Title to said estate or interest in said land is at the effective date hereof vested in:**

O. Stewart Schroeder, Trustee of the Revocable Trust of O. Stewart Schroeder dated May 31, 1995 and G. Suzanne Schroeder, as her separate estate, each as to an undivided 1/2 interest

5. **The land referred to in this commitment is described as follows:**

SEE EXHIBIT "A" ATTACHED HERETO

EXHIBIT "A"
LEGAL DESCRIPTION

Lot 7, Block 3, Granville Estates, according to the plat thereof recorded in Volume 55 of Plats, Page(s) 80 and 81, records of King County, Washington.

Except that portion described as follows:

Beginning at the Southeast corner of said Lot 7;
Thence North 00°03'24" East along the East line thereof 187.72 feet;
Thence South 79°54'24" West 50.00 feet;
Thence South 23°48'30" West 187.64 feet to the South line of said Lot;
Thence South 86°39'36" East along said South line 125.00 feet to the point of beginning.

Situate in the County of King, State of Washington.

COMMITMENT FOR TITLE INSURANCE
SCHEDULE B
Part I

Schedule B of the policy or policies to be issued will contain exceptions to the following matters unless the same are disposed of to the satisfaction of the Company:

GENERAL EXCEPTIONS

- A. Taxes or assessments which are not shown as existing liens by the public records.
- B. (i) Unpatented mining claims; (ii) reservations or exceptions in patents or in Acts authorizing the issuance thereof; (iii) water rights, claims or title to water; whether or not the matters described (i), (ii) & (iii) are shown in the public records; (iv) Indian tribal codes or regulations, Indian treaty or aboriginal rights, including easements or equitable servitudes.
- C. Extended coverage exceptions as follows:
 - (1) Rights or claims of parties in possession not shown by the public records.
 - (2) Easements, claims of easement or encumbrances which are not shown by the public records.
 - (3) Encroachments, overlaps, boundary line disputes, or other matters which would be disclosed by an accurate survey and inspection of the premises and which are not shown by the public records.
 - (4) Any lien, or right to a lien, for services, labor or material heretofore or hereafter furnished imposed by law and not shown by the public records.
- D. Any service, installation, connection, maintenance, tap, capacity, construction or reimbursement charges for sewer, water, electricity or other utilities, or for garbage collection and disposal.
- E. Defects, liens, encumbrances, adverse claims or other matters, if any, created, first appearing in the public records or attaching subsequent to the effective date hereof but prior to the date the proposed insured acquires of record for value the estate or interest or mortgage thereon covered by this commitment.
- F. Any titles or rights asserted by anyone, including but not limited to persons, corporations, governments, or other entities, to tidelands, or lands comprising the shores or bottoms of navigable rivers, lakes, bays, ocean or gulf, or lands beyond the line of the harbor or bulkhead lines as established or changed by the United States Government, or riparian rights, if any.

SPECIAL EXCEPTIONS FOLLOW

**COMMITMENT FOR TITLE INSURANCE
SCHEDULE B
Part I**

SPECIAL EXCEPTIONS

1. Payment of Real Estate Excise Tax, if required.

The property described herein is situated within the boundaries of local taxing authority of the City of Des Moines.

Present Rate of Real Estate Excise Tax as of the date herein is 1.78% and the levy code is 1126.

2. General taxes for the year 2015 have been paid in full:

In the Amount Of:	\$248.39
Tax Account No.:	286830-0135-09
Levy Code:	1126
Land:	\$17,000.00
Improvements:	\$0.00

Note: King County Treasurer, 500 4th Avenue, 6th Floor Admin. Bldg., Seattle, WA 98104 (206) 296-7300
Web Address: <http://webapp.metrokc.gov/kctaxinfo/>.

3. Liability for sewer treatment capacity charges that may be assessed but not disclosed in the public records. Please contact the King County Capacity Charge Department for further information at 206-296-1450.
4. Please be advised that our search did not disclose any open deeds of trust of record. If you should have knowledge of any outstanding obligation, please contact the title department immediately for further review prior to closing.
5. Upon examination it has been determined that the subject property does not meet the underwriting qualifications to receive the coverage provided in the ALTA Homeowner's Policy of Title Insurance for a one- to four-family residence, due to the following condition: Vacant Land The coverage provided for the subject property will be the Standard ALTA Owner's Policy. The Policy and any applicable endorsements will be issued at the filed rate.
6. The application identifies the land by a street address only. The Company does not insure that the description in this commitment covers the land that you requested. To prevent errors and to be certain that the proper land will appear on the documents and on the Policy of title insurance, the Company requires for its review a satisfactory legal description of the correct land provided and approval of the description signed by the parties to the transaction. At that time, the Company may make additional requirements or exceptions.
7. Restrictions, easements, dedications, and delineated matters contained on the face of the Plat of Granville Estates as recorded in Volume 55 of Plats, Page(s) 80 and 81, and any amendments thereto.
8. Right of the public to make necessary slopes for cuts or fills upon said premises in the reasonable original grading of streets, avenues, alleys, roads, as dedicated in the plat.
9. Easement and the terms and conditions thereof:
- | | |
|----------------|---|
| Grantee: | Puget Sound Power & Light Company |
| Purpose: | Pole Line |
| Affects: | Refer to said document for exact location |
| Recorded: | September 18, 1951 |
| Recording No.: | <u>4170466</u> |
10. Covenants, conditions, restrictions, easements and/or assessments, if any, in declaration of restrictions, and any amendments thereto:
- | | |
|----------------|----------------|
| Recorded: | August 1, 1955 |
| Recording No.: | <u>4600996</u> |
11. Terms and conditions of survey recorded October 14, 1987 under Recording Number 8710149003.

**COMMITMENT FOR TITLE INSURANCE
SCHEDULE B
Part II**

NOTES:

NOTE A: In order to assure timely recording all recording packages should be sent to:

Stewart Title Company
18000 International Blvd, Suite 500, SeaTac, WA 98188
Attn: Recorder

NOTE B: Recording fees charged by the county are billed as follows: Deeds of Trust \$74.00 for the first page and \$1.00 for each additional page. Deeds \$73.00 for the first page and \$1.00 for each additional page. Please add a \$4.00 fee for electronic recording.

NOTE C: The description can be abbreviated as suggested below if necessary to meet standardization requirements. The full text of the description must appear in the document(s) to be insured.

Ptn Lot 7, Block 3, Ganville Estates, V. 55 P. 80-81

NOTE D: Please be advised that extended coverage, which would delete paragraphs C, E and F from Schedule B Part 1 to this Commitment, is available for an additional charge (additional underwriting requirements may also apply). Advise your title officer in writing if you desire extended coverage.

NOTE E: The records of King County and/or our inspection indicate that the address of the improvement located on said land is XXXX Vacant Land, Des Moines, WA.

NOTE F: In the event of cancellation, a cancellation charge may be made.

NOTE G: There are no deeds affecting said land recorded within 24 months of the date of this report.

JB

END OF SCHEDULE B

STG Privacy Notice Stewart Title Companies

WHAT DO THE STEWART TITLE COMPANIES DO WITH YOUR PERSONAL INFORMATION?

Federal and applicable state law and regulations give consumers the right to limit some but not all sharing. Federal and applicable state law regulations also require us to tell you how we collect, share, and protect your personal information. Please read this notice carefully to understand how we use your personal information. This privacy notice is distributed on behalf of the Stewart Title Guaranty Company and its title affiliates (the Stewart Title Companies), pursuant to Title V of the Gramm-Leach-Bliley Act (GLBA).

The types of personal information we collect and share depend on the product or service that you have sought through us. This information can include social security numbers and driver's license number.

All financial companies, such as the Stewart Title Companies, need to share customers' personal information to run their everyday business—to process transactions and maintain customer accounts. In the section below, we list the reasons that we can share customers' personal information; the reasons that we choose to share; and whether you can limit this sharing.

Reasons we can share your personal information.	Do we share	Can you limit this sharing?
For our everyday business purposes — to process your transactions and maintain your account. This may include running the business and managing customer accounts, such as processing transactions, mailing, and auditing services, and responding to court orders and legal investigations.	Yes	No
For our marketing purposes — to offer our products and services to you.	Yes	No
For joint marketing with other financial companies	No	We don't share
For our affiliates' everyday business purposes — information about your transactions and experiences. Affiliates are companies related by common ownership or control. They can be financial and non-financial companies. <i>Our affiliates may include companies with a Stewart name; financial companies, such as Stewart Title Company</i>	Yes	No
For our affiliates' everyday business purposes — information about your creditworthiness.	No	We don't share
For our affiliates to market to you — For your convenience, Stewart has developed a means for you to opt out from its affiliates marketing even though such mechanism is not legally required.	Yes	Yes, send your first and last name, the email address used in your transaction, your Stewart file number and the Stewart office location that is handling your transaction by email to optout@stewart.com or fax to 1-800-335-9591.
For non-affiliates to market to you. Non-affiliates are companies not related by common ownership or control. They can be financial and non-financial companies.	No	We don't share

We may disclose your personal information to our affiliates or to non-affiliates as permitted by law. If you request a transaction with a non-affiliate, such as a third party insurance company, we will disclose your personal information to that non-affiliate. [We do not control their subsequent use of information, and suggest you refer to their privacy notices.]

SHARING PRACTICES

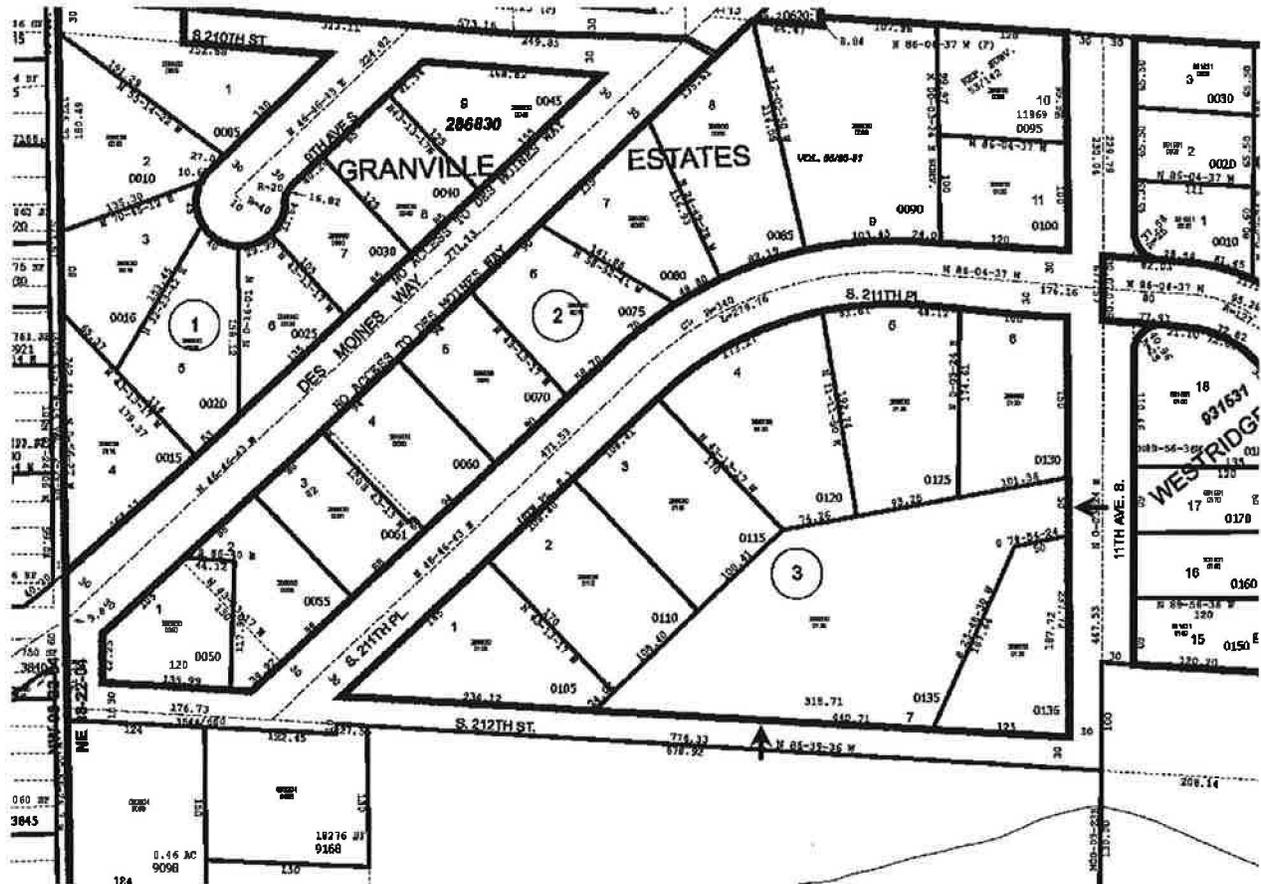
How often do the Stewart Title Companies notify me about their practices?	We must notify you about our sharing practices when you request a transaction.
How do the Stewart Title Companies protect my personal information?	To protect your personal information from unauthorized access and use, we use security measures that comply with federal law. These measures include computer, file, and building safeguards.
How do the Stewart Title Companies collect my personal information?	We collect your personal information, for example, when you <ul style="list-style-type: none"> ▪ request insurance-related services ▪ provide such information to us We also collect your personal information from others, such as the real estate agent or lender involved in your transaction, credit reporting agencies, affiliates or other companies.
What sharing can I limit?	Although federal and state law give you the right to limit sharing (e.g., opt out) in certain instances, we do not share your personal information in those instances.

Contact us: If you have any questions about this privacy notice, please contact us at: Stewart Title Guaranty Company, 1980 Post Oak Blvd., Privacy Officer, Houston, Texas 77056



ORDER NO: 01148- 50103

This sketch is provided without charge for information. It is not intended to show all matters related to the property including, but not limited to area, dimensions, encroachments or locations or boundaries. It's not a part of, nor does it modify, the commitment or policy to which it is attached. The company assumes NO LIABILITY for any matter related to this sketch. Reference should be made to an accurate survey for further information.



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7 IN THE SUPERIOR COURT OF WASHINGTON
8 FOR THE COUNTY OF PIERCE

9 In the Matter of the Estate of:

NO. 16-4-00334-9

10 O. STEWART SCHROEDER,
11 Deceased.

BINDING AGREEMENT REGARDING
THE ESTATE OF O. STEWART
SCHROEDER

12
13 RCW 11.96A.220

14
15 The parties hereto have agreed to enter into a binding agreement pursuant to
16 RCW 11.96A.220 with regard to the Estate of O. STEWART.

17 **1. PARTIES TO AGREEMENT.**

18 The parties to this matter are: STEPHANIE SCHROEDER MARTIN, a
19 daughter of O. STEWART SCHROEDER, personal representative of the estate of O.
20 Stewart Schroder, and successor trustee of the O. STEWART SCHROEDER
21 Revocable Living Trust and beneficiary to the estate of O. STEWART SCHROEDER;
and SCOTT STEWART SCHROEDER, a son and beneficiary of O. STEWART
SCHROEDER.

22 **2. RECITALS.**

23 A. O. STEWART SCHROEDER executed a will on May 31, 1995. In
24 said Will, he bequeathed his entire estate to the O. Stewart
25 Schroeder Revocable Living Trust dated May 31, 1995 (hereinafter
26 referred to as "the Trust"). STEPHANIE SCHROEDER MARTIN was
nominated at personal representative of the estate.

- 1 B. O. STEWART SCHROEDER was the only Trustor of the O.
2 STEWART SCHROEDER Revocable Living Trust Agreement,
3 Dated May 31, 1995.
- 4 C. O. STEWART SCHROEDER was the initial trustee of the O.
5 STEWART SCHROEDER Revocable Living Trust Agreement,
6 Dated May 31, 1995.
- 7 D. The O. STEWART SCHROEDER Revocable Living Trust was
8 restated on November 29, 2001 by O. STEWART SCHROEDER, as
9 Trustor.
- 10 E. The Restatement of the O. STEWART SCHROEDER Revocable
11 Living Trust was amended on October 2, 2006, October 3, 2008,
12 and March 2, 2010 by O. STEWART SCHROEDER, as Trustor.
- 13 F. On June 14, 2011 O. STEWART SCHROEDER resigned as Trustee
14 of the O. STEWART SCHROEDER Revocable Living Trust and
15 appointed STEPHANIE SCHROEDER MARTIN as Successor
16 Trustee.
- 17 G. On June 14, 2011 STEPHANIE SCHROEDER MARTIN accepted
18 her duties as successor trustee.
- 19 H. On June 29, 2015 O. STEWART SCHROEDER passed away.
- 20 I. On June 29, 2015 the O. STEWART SCHROEDER Revocable
21 Living Trust became irrevocable.
- 22 J. STEPHANIE SCHROEDER MARTIN petitioned the Pierce County
23 Superior Court to be appointed the personal representative of the
24 Estate of O. Stewart Schroeder.
- 25 K. STEPHANIE SCHROEDER MARTIN was appointed personal
26 representative of the estate of O. Stewart Schroeder.
- L. The beneficiary to the Estate of O. Stewart Schroder is the
Revocable Living Trust of O. Stewart Schroder.
- M. Paragraph V, "Distributions" of the Third Amendment to the
Restatement of the Revocable Living Trust of O. STEWART
SCHROEDER provides, *inter alia*:

1 i. Upon the death of the Trustor, the trust property shall be first
 2 used to pay all inheritance, estate, income or other taxes,
 3 expenses and any other charges of administration and any
 4 debts of Trustor. The remainder shall be distributed as follows:

5 1. Specific Bequest. Trustor gives, devises and bequeaths
 6 the sum of Thirty Thousand and No/100 Dollars
 (\$30,000.00) to SUZANNE BANZHAS.

7 2. Residuary Trust Estate.

8 a. To STEPHANIE SCHROEDER MARTIN, per
 9 stirpes, one half of the trust estate;

10 b. To SCOTT STEWART SCHROEDER, per
 11 stirpes, one-half of the trust estate to be
 distributed as follows:

12 i. The sum of Three Hundred Thousand and
 13 No/100 Dollars (\$300,000.00) as an
 14 outright distribution at the time of Trustor's
 death.

15 ii. The remainder of SCOTT STEWART
 16 SCHROEDER's share shall be placed in
 17 trust with ANDREW D. MARTIN and
 18 STEPHANIE SCHROEDER MARTIN as
 19 co-Trustees.....

20 **3. SPECIFIC ASSET TO BE DISTRIBUTED IN ACCOURDANCE WITH**
 21 **THIS NON JUDICIAL BINDING AGREEMENT**

22
 23 A. Real Property located in Des Moines, King County, Washington.
 Parcel Number: 286830-0135.

24 B. The real property located in Des Moines, Washington, parcel
 25 number 286830-0135 was deeded from the Trust, by O. STEWART
 26 SCHROEDER as Trustee to O. STEWART SCHROEDER, as an

1 individual in anticipation of a sale of that parcel. The sale did not
 2 occur and the parcel of land remained in O. STEWART
 3 SCHROEDER'S name.

- 4 C. The real property, parcel 286830-0135 has been listed for sale by a
 5 professional real estate agent in excess of two years. The parcel of
 6 land is unbuildable, and has no market value. The King County
 7 assessed value is \$17,000.00.

8 NOW WHEREFORE, the PARTIES hereto agree as follows:

9 **4. TERMS OF AGREEMENT.**

- 10 A. STEPHANIE SCHRODER MARTIN and SCOTT STEWARD
 11 SCHRODER acknowledge that they have received a copy of the
 12 Restatement of Trust O. Stewart Schroder Revocable Living Trust
 13 and all amendments thereto.
- 14 B. SUZANNE BANZHAS has received her specific bequest.
- 15 C. All parties to this agreement agree that the parcel of real property
 16 located in Des Moines, King County Washington; parcel number
 17 286830-0135 is of no monetary value.
- 18 D. The City of Des Moines, Washington has agreed to accept this
 19 parcel of property in its current condition, without warranty of title.
 20 The property will be transferred by a Quit Deed. The Trust shall pay
 21 the costs of recording the deed and any excise tax on this
 22 transaction.
- 23 E. All parties to this agreement consent to the transfer the real property
 24 located in Des Moines, Washington, parcel number 286830-0135 to
 25 the City of Des Moines, without payment by the City of Des Moines.
- 26 F. The parties understand that this written agreement may be filed with
 the court under RCW 11.96A.230. Upon such filing, this Binding
 Agreement will be deemed approved by the court and is equivalent
 to a final court order binding on all interested persons.

G. Each party consents to the jurisdiction of the Pierce County Superior Court, in and for the State of Washington, over this matter, recognizes that the law of the State of Washington is the governing law, and waives notice of the filing of this Binding Agreement with the court.

H. The parties declare that the terms of this Binding Agreement have been completely read and fully understood and voluntarily accepted for the purpose of making a full and final settlement of this matter, disputed or otherwise, and for the express purpose of terminating and precluding forever any claims arising out of, or in any way connected with, the matters referenced in this agreement.

I. This agreement may be signed in counterparts.

I. Each party acknowledges that he has had a reasonable opportunity to consult with independent counsel regarding this matter.

J. This agreement shall inure to the benefit of, and be binding upon, the parties and their respective heirs, executors, administrators, successors and assigns.

I CERTIFY AND DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS FO THE STATE OF WASHINGTON THAT THE FOREGOING IS TRUE AND CORRECT.

Dated: _____, 2016.

Dated: _____, 2016.

Place: _____

Place: _____

Stephanie Martin, Beneficiary to the Estate of O. Stewart Schroeder

Stephanie Martin, successor trustee of the O. Stewart Schroeder Revocable Living Trust

Dated: _____, 2016.

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Place: _____

Stephanie Martin, personal representative
Of the estate of O. Stewart Schroeder
Dated: _____, 2016.

Place: _____

SCOTT STEWART SCHROEDER
individually and as a beneficiary
To the estate of O. Stewart Schroeder

Dated: _____, 2016.

Place: _____

CITY OF DES MOINES, WASHINGTON

By: _____

Printed Name: _____

Title: _____

After Recording Return to:

LUCE & ASSOCIATES, P.S.
4505 Pacific Highway East, Suite A
Tacoma, WA 98424-2638

QUIT CLAIM DEED

THE GRANTOR, STEPHANIE S. MARTIN, sole Trustee of the Revocable Trust Agreement of O. Stewart Schroeder dated May 31, 1995

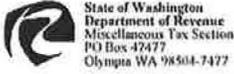
For and in Consideration of transfer of property without any consideration given in return for an interest in said property and with no underlying debt

Conveys and Quit Claims to CITY OF DES MOINES, a municipal corporation

An undivided one-half (1/2) interest in the following described real estate, situated in the County of King, State of Washington, together with all after acquired title of the grantor therein:

Lot 7, Block 3, Granville Estates, according to the plat thereof recorded in Volume 55 of Plats, pages 80 and 81, records of King County, Washington; EXCEPT that portion described as follows:
Beginning at the Southeast corner of said Lot 7; thence North 00° 03'24" East along the East line thereof, 187.72 feet; thence South 79° 54'24" West 50.00 feet; thence South 23° 48'30" West 187.64 feet to the South line of said lot; thence South 86° 39'36" East along said South line 125.00 feet to the point of beginning. SUBJECT TO easements, restrictions and reservations of record.

Assessor's Property Tax Parcel No. 2868300135.



REAL ESTATE EXCISE TAX SUPPLEMENTAL STATEMENT (WAC 458-61A-304)

This form must be submitted with the Real Estate Excise Tax Affidavit (FORM REV 84 0001A for deeded transfers and Form REV 84 0001B for controlling interest transfers) for claims of tax exemption as provided below.

AUDIT: Information you provide on this form is subject to audit by the Department of Revenue. In the event of an audit, it is the taxpayers' responsibility to provide documentation to support the selling price or any exemption claimed.

PERJURY: Perjury is a class C felony which is punishable by imprisonment in a state correctional institution for a maximum term of not more than five years, or by a fine in an amount fixed by the court of not more than five thousand dollars (\$5,000.00), or by both imprisonment and fine (RCW 9A.20.020 (1C)).

The persons signing below do hereby declare under penalty of perjury that the following is true (check appropriate statement):

1. DATE OF SALE: (WAC 458-61A-306(2))

I, (print name) _____ certify that the _____ (type of instrument), dated _____, was delivered to me in escrow by _____ (seller's name). NOTE: Agent named here must sign below and indicate name of firm. The payment of the tax is considered current if it is not more than 90 days beyond the date shown on the instrument. If it is past 90 days, interest and penalties apply to the date of the instrument.

Reasons held in escrow _____

Signature _____ Firm Name _____

2. GIFTS: (WAC 458-61A-201) The gift of equity is non-taxable; however, any consideration received is not a gift and is taxable. The value exchanged or paid for equity plus the amount of debt equals the taxable amount. One of the boxes below must be checked. Both Grantor (seller) and Grantee (buyer) must sign below.

Grantor (seller) gifts equity valued at \$ 17,000.00 to grantee (buyer).

NOTE: Examples of different transfer types are provided on the back. This is to assist you with correctly completing this form and paying your tax.

"Consideration" means money or anything of value, either tangible (boats, motor homes, etc) or intangible, paid or delivered, or contracted to be paid or delivered, including performance of services, in return for the transfer of real property. The term includes the amount of any lien, mortgage, contract indebtedness, or other encumbrance, given to secure the purchase price, or any part thereof, or remaining unpaid on the property at the time of sale. "Consideration" includes the assumption of an underlying debt on the property by the buyer at the time of transfer.

A. Gifts with consideration

- 1. Grantor (seller) has made and will continue to make all payments after this transfer on the total debt of \$ _____ and has received from the grantee (buyer) \$ _____. (include in this figure the value of any items received in exchange for property). Any consideration received by grantor is taxable.
2. Grantee (buyer) will make payments on _____% of total debt of \$ _____ for which grantor (seller) is liable and pay grantor (seller) \$ _____. (include in this figure the value of any items received in exchange for property). Any consideration received by grantor is taxable.

B. Gifts without consideration

- 1. There is no debt on the property; Grantor (seller) has not received any consideration towards equity. No tax is due.
2. Grantor (seller) has made and will continue to make 100% of the payments on the total debt of \$ _____ and has not received any consideration towards equity. No tax is due.
3. Grantee (buyer) has made and will continue to make 100% of the payments on total debt of \$ _____ and has not paid grantor (seller) any consideration towards equity. No tax is due.
4. Grantor (seller) and grantee (buyer) have made and will continue to make payments from joint account on total debt before and after the transfer. Grantee (buyer) has not paid grantor (seller) any consideration towards equity. No tax is due.

Has there been or will there be a refinance of the debt? YES NO (If yes, please call (360) 534-1503 to see if this transfer is taxable). If grantor (seller) was on title as co-signer only, please see WAC 458-61A-215 for exemption requirements.

The undersigned acknowledge this transaction may be subject to audit and have read the above information regarding record-keeping requirements and evasion penalties.

Grantor's Signature _____ Date _____ Grantee's Signature _____ Date _____

Grantor's Name (print) _____ Grantee's Name (print) _____

3. IRS "TAX DEFERRED" EXCHANGE (WAC 458-61A-213)

I, (print name) _____, certify that I am acting as an Exchange Facilitator in transferring real property to _____ pursuant to IRC Section 1031, and in accordance with WAC 458-61A-213. NOTE: Exchange Facilitator must sign below.

Exchange Facilitator's Signature _____ Date _____ Exchange Facilitator's Name (print) _____

For tax assistance, contact your local County Treasurer/Recorder or visit http://dor.wa.gov or call (360) 534-1503. To inquire about the availability of this document in an alternate format, please call 1-800-647-7706. Teletype (TTY) users may use the Washington Relay Service by calling 711.

After Recording Return to:

LUCE & ASSOCIATES, P.S.
4505 Pacific Highway East, Suite A
Tacoma, WA 98424-2638

QUIT CLAIM DEED

THE GRANTOR, G. SUZANNE SCHROEDER, n/k/a SUZANNE BANZHAS, an individual

For and in Consideration of transfer of property without any consideration given in return for an interest in said property and with no underlying debt

Conveys and Quit Claims to CITY OF DES MOINES, a municipal corporation

Her undivided one-half (1/2) interest in the following described real estate, situated in the County of King, State of Washington, together with all after acquired title of the grantor therein:

Lot 7, Block 3, Granville Estates, according to the plat thereof recorded in Volume 55 of Plats, pages 80 and 81, records of King County, Washington; EXCEPT that portion described as follows:
Beginning at the Southeast corner of said Lot 7; thence North 00° 03'24" East along the East line thereof, 187.72 feet; thence South 79° 54'24" West 50.00 feet; thence South 23° 48'30" West 187.64 feet to the South line of said lot; thence South 86° 39'36" East along said South line 125.00 feet to the point of beginning. SUBJECT TO easements, restrictions and reservations of record.

Assessor's Property Tax Parcel No. 2868300135.



REAL ESTATE EXCISE TAX AFFIDAVIT

This form is your receipt when stamped by cashier.

PLEASE TYPE OR PRINT

CHAPTER 82.45 RCW - CHAPTER 458-61A WAC

THIS AFFIDAVIT WILL NOT BE ACCEPTED UNLESS ALL AREAS ON ALL PAGES ARE FULLY COMPLETED

(See back of last page for instructions)

Check box if partial sale of property.

If multiple owners, list percentage of ownership next to name.

Form with sections 1 and 2 for Seller/Grantor and Buyer/Grantee information, including names, addresses, and phone numbers.

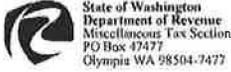
Section 3: Send all property tax correspondence to; Section 4: Street address of property (Unimproved property) and legal description.

Section 5: Select Land Use Code(s); Section 6: Was the seller receiving a property tax exemption or deferral under chapters 84.36, 84.37, or 84.38 RCW? Includes notices of continuance and compliance.

Section 7: List all personal property included in selling price. Includes a table for Gross Selling Price, Exemption Claimed, Taxable Selling Price, Excise Tax, and Total Due.

Section 8: I CERTIFY UNDER PENALTY OF PERJURY THAT THE FOREGOING IS TRUE AND CORRECT. Includes signature lines for Grantor and Grantee.

Perjury: Perjury is a class C felony which is punishable by imprisonment in the state correctional institution for a maximum term of not more than five years, or by a fine in an amount fixed by the court of not more than five thousand dollars (\$5,000.00), or by both imprisonment and fine (RCW 9A 20.020 (1C)).



REAL ESTATE EXCISE TAX SUPPLEMENTAL STATEMENT (WAC 458-61A-304)

This form must be submitted with the Real Estate Excise Tax Affidavit (FORM REV 84 0001A for deeded transfers and Form REV 84 0001B for controlling interest transfers) for claims of tax exemption as provided below.

AUDIT: Information you provide on this form is subject to audit by the Department of Revenue. In the event of an audit, it is the taxpayers' responsibility to provide documentation to support the selling price or any exemption claimed.

PERJURY: Perjury is a class C felony which is punishable by imprisonment in a state correctional institution for a maximum term of not more than five years, or by a fine in an amount fixed by the court of not more than five thousand dollars (\$5,000.00), or by both imprisonment and fine (RCW 9A 20.020 (1C)).

The persons signing below do hereby declare under penalty of perjury that the following is true (check appropriate statement):

1. DATE OF SALE: (WAC 458-61A-306(2))

I, (print name) certify that the (type of instrument), dated, was delivered to me in escrow by (seller's name). NOTE: Agent named here must sign below and indicate name of firm. The payment of the tax is considered current if it is not more than 90 days beyond the date shown on the instrument. If it is past 90 days, interest and penalties apply to the date of the instrument. Reasons held in escrow

Signature Firm Name

2. GIFTS: (WAC 458-61A-201) The gift of equity is non-taxable; however, any consideration received is not a gift and is taxable. The value exchanged or paid for equity plus the amount of debt equals the taxable amount. One of the boxes below must be checked. Both Grantor (seller) and Grantee (buyer) must sign below. Grantor (seller) gifts equity valued at \$ 17,000.00 to grantee (buyer).

NOTE: Examples of different transfer types are provided on the back. This is to assist you with correctly completing this form and paying your tax. "Consideration" means money or anything of value, either tangible (boats, motor homes, etc) or intangible, paid or delivered, or contracted to be paid or delivered, including performance of services, in return for the transfer of real property. The term includes the amount of any lien, mortgage, contract indebtedness, or other encumbrance, given to secure the purchase price, or any part thereof, or remaining unpaid on the property at the time of sale. "Consideration" includes the assumption of an underlying debt on the property by the buyer at the time of transfer.

A. Gifts with consideration

- 1. Grantor (seller) has made and will continue to make all payments after this transfer on the total debt of \$ and has received from the grantee (buyer) \$ (include in this figure the value of any items received in exchange for property). Any consideration received by grantor is taxable.
2. Grantee (buyer) will make payments on % of total debt of \$ for which grantor (seller) is liable and pay grantor (seller) \$ (include in this figure the value of any items received in exchange for property). Any consideration received by grantor is taxable.

B. Gifts without consideration

- 1. There is no debt on the property; Grantor (seller) has not received any consideration towards equity. No tax is due.
2. Grantor (seller) has made and will continue to make 100% of the payments on the total debt of \$ and has not received any consideration towards equity. No tax is due.
3. Grantee (buyer) has made and will continue to make 100% of the payments on total debt of \$ and has not paid grantor (seller) any consideration towards equity. No tax is due.
4. Grantor (seller) and grantee (buyer) have made and will continue to make payments from joint account on total debt before and after the transfer. Grantee (buyer) has not paid grantor (seller) any consideration towards equity. No tax is due.

Has there been or will there be a refinance of the debt? YES NO (If yes, please call (360) 534-1503 to see if this transfer is taxable). If grantor (seller) was on title as co-signor only, please see WAC 458-61A-215 for exemption requirements.

The undersigned acknowledge this transaction may be subject to audit and have read the above information regarding record-keeping requirements and evasion penalties.

Grantor's Signature Date Grantee's Signature Date
Grantor's Name (print) Grantee's Name (print)

3. IRS "TAX DEFERRED" EXCHANGE (WAC 458-61A-213)

I, (print name) certify that I am acting as an Exchange Facilitator in transferring real property to pursuant to IRC Section 1031, and in accordance with WAC 458-61A-213. NOTE: Exchange Facilitator must sign below.

Exchange Facilitator's Signature Date Exchange Facilitator's Name (print)

A G E N D A I T E M

BUSINESS OF THE CITY COUNCIL City of Des Moines, WA

SUBJECT: Draft Resolution No. 16-121 setting Public Hearing to consider Draft Ordinance 16-121 amending Chapter 18.10 DMMC to rezone certain Port of Seattle and Washington State Department of Transportation properties from Residential to Business Park and higher density residential uses

ATTACHMENTS:

1. Draft Resolution No. 16-121 Setting a Public Hearing Date for Draft Ordinance No. 16-121.
2. Draft Ordinance No. 16-121 Amending Chapter 18.10 DMMC.
3. Current R-SE Zoning
4. Proposed Rezone with WSDOT Remnant Property Rezoned from RS-E to City Staff-Proposed RS 8,400.
5. Proposed Rezone with WSDOT Remnant Property Rezoned from RS-E to WSDOT-Proposed RM 2,400 Residential: Multi-family.
6. Property Owner Letters

FOR AGENDA OF: August 18, 2016

DEPT. OF ORIGIN: Planning, Building and Public Works

DATE SUBMITTED: August 10, 2016

CLEARANCES:

- Legal JS
- Finance N/A
- Marina N/A
- Parks, Recreation & Senior Services N/A
- Planning, Building & Public Works DJB
- Police N/A
- Courts N/A
- Economic Development _____

APPROVED BY CITY MANAGER
FOR SUBMITTAL: AM/ham

Purpose and Recommendation

The purpose of this Agenda Item is for the City Council to consider Draft Resolution No. 16-121 (Attachment 1) which will set a public hearing date for the consideration of Draft Ordinance No. 16-121 (Attachment 2) that would amend the Des Moines Municipal Code Chapter 18.10 and the City Zoning Map to rezone certain Port of Seattle and Washington State Department of Transportation properties from Residential to Business Park and possibly higher density residential uses. The following motion will appear on the Consent Calendar:

Suggested Motion

Motion 1: "I move to adopt Draft Resolution No. 16-121 setting a public hearing on October 13, 2016, or as soon thereafter as the matter may be heard, to consider Draft Ordinance No. 16-121 amending Chapter 18.10 DMMC to rezone certain Port of Seattle and Washington State Department of Transportation properties from Residential to Business Park and higher density residential uses."

Background

The Planning, Building & Public Works Department has been discussing the rezoning of the Port of Seattle and Washington State Department of Transportation (WSDOT) properties for several years. In June 2015, in conjunction with the City's 2015 Comprehensive Plan Update, the preferred land use designation of the Port and WSDOT properties both north and south of S. 216th Street were changed from Residential-Suburban Estates (R-SE) to Business Park (BP). One other privately owned RM-2,400 Residential: Multi-family parcel, was also included in this 2015 Comp Plan Preferred Land Use change.

These items were discussed with the City Council Finance & Economic Development Committee on June 9, 2016, and staff was directed to prepare an ordinance for full Council considerations which adds this commercial zoning and furthers the economic development vision of both the City and the Port of Seattle.

In August, a request for expedited review will be sent to the Washington State Department of Commerce pursuant to RCW 36.70A.106(3)(b).

The Planning, Building and Public Works Director, acting as the SEPA responsible official, reviewed this proposed non-project action and determined that the environmental impacts of the proposed change in zoning were fully evaluated as part of the City's 2015 Comprehensive Plan Update (LUA 2015-0023) and further that the rezone is categorically exempt from threshold determination and EIS requirements in accordance with WAC 197-11-800(6)(c) and DMMC 16.05.350.

Discussion

A map showing the current zoning is provided as Attachment 3. The proposed ordinance amends the Des Moines Municipal Code Chapter 18.10 DMMC and adopts a new City Zoning Map.

In preparation of the Draft Ordinance, the Planning, Building & Public Works Director wrote letters to each potentially affected property owner asking for their formal endorsement of the City's proposed rezone and offering to remove any property from the Draft Ordinance if the property owner objected to the rezone.

- The owner of the RM 2,400 Residential: Multifamily parcel on the south side of S. 216th on the west side of the proposed rezone sent a letter asking that his property not be included in the rezone ordinance because the property was under contract for a multi-family development (a higher and more valuable use of the property than business park development).
- The Port of Seattle fully supports the rezone, and (1) hopes to move forward with commercial development of its property beginning in 2016 and (2) has offered to immediately acquire the WSDOT property between its currently zoned R-SE parcel and the Des Moines Creek Business Park.
- WSDOT responded by letter that they did not have any issues with the City's proposal to rezone the larger parcels abutting S. 216th St to Business Park. They did, however, ask the City to consider rezoning the small, southern most remnant to RM 2,400 Residential: Multifamily (Attachment 5) rather than the City staff-proposed RS-8,400 (Attachment 4). The City Council will be presented with both options at the Public Hearing being set by this Resolution.

Copies of these property owner letters are provided in Attachment 6.

Alternatives

The City Council may:

1. Adopt the proposed Draft Resolution.
2. Adopt the proposed Draft Resolution with a different hearing date.
3. Decline to adopt the Draft Resolution and remand the Draft Ordinance 16-121 back to the Finance and Economic Development Committee for further work.

Financial Impact

N/A

Recommendation or Conclusion

None.

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CITY ATTORNEY'S FIRST DRAFT 8/4/2016**DRAFT RESOLUTION NO. 16-121**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DES MOINES, WASHINGTON, setting a public hearing to consider Draft Ordinance No. 16-121 relating to the Zoning Code and City land use and development regulations, and amending chapter 18.10 DMMC to change zoning of certain residential properties to Business Park and higher density residential uses.

WHEREAS, the City Council directed City staff to prepare an ordinance for its consideration which changes zoning of certain Port of Seattle and Washington State Department of Transportation properties from Residential to Business Park, and

WHEREAS, at the June 9, 2016 City Council Finance and Economic Development Committee meeting, staff presented a proposal to rezone Port of Seattle and Washington State Department of Transportation properties west of Des Moines Creek Business Park and both north and south of S. 216th Street to more properly conform to the City's Comprehensive Preferred Land Use Map and to facilitate further economic development, and

WHEREAS, the Planning, Building and Public Works Director, acting as the SEPA responsible official, reviewed this proposed non-project action and determined that the proposed zoning changes were adequately evaluated for environmental impact as part of the City of Des Moines 2015 Comprehensive Plan Update (LUA2015-0023) when the City updated its preferred land use designations for these properties in order to further the economic vision for the City by promoting development in a manner that strengthens community sustainability, pedestrian accessibility, livability, business vitality, and employment and housing capacity, and

WHEREAS, the rezone is categorically exempt from threshold determination and EIS requirements in accordance with WAC 197-11-800(6)(c) and DMMC 16.05.350, and

WHEREAS, the zoning map amendments proposed in the Draft Ordinance have been provided to the Department of Commerce as required by RCW 36.70A.106, and

WHEREAS, notice of the public hearing will be issued in accordance with the DMMC, and

Resolution No. ____
Page 2 of ____

WHEREAS, a public hearing is necessary to receive public comment regarding amendments to Title 18 DMMC, and

WHEREAS, a public hearing is required for adoption of an ordinance which amends a portion of the Title 18 DMMC commonly referred to as the Zoning Code; now therefore,

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

The matter of an amendment to chapter 18.10 DMMC to change the zoning of identified residential properties to business park and/or higher density residential uses is set for a public hearing before the City Council on Thursday, October 13, 2016, at 7:00 p.m., or as soon thereafter as the matter may be heard, in the City Council Chambers, 21630 11th Avenue South, Suite B, Des Moines, Washington.

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

M A Y O R

APPROVED AS TO FORM:

City Attorney

ATTEST:

City Clerk

CITY ATTORNEY'S FIRST DRAFT 08/04/2016

DRAFT ORDINANCE NO. 16-121

AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON relating to the Zoning Code and City land use and development regulations, and amending chapter 18.10 DMMC to change zoning of certain residential properties to business park, and higher density residential uses.

WHEREAS, the City Council directed City staff to prepare an ordinance for its consideration which changes zoning of certain Port of Seattle and Washington State Department of Transportation properties from Residential to Business Park, and

WHEREAS, at the June 9, 2016 City Council Finance and Economic Development Committee meeting, staff presented a proposal to rezone Port of Seattle and Washington State Department of Transportation properties west of Des Moines Creek Business Park and both north and south of S. 216th Street to more properly conform to the City's Comprehensive Preferred Land Use Map and to facilitate further economic development, and

WHEREAS, the Planning, Building and Public Works Director, acting as the SEPA responsible official, reviewed this proposed non-project action and determined that the proposed zoning changes were adequately evaluated for environmental impact as part of the City of Des Moines 2015 Comprehensive Plan Update (LUA2015-0023) when the City updated its preferred land use designations for these properties in order to further the economic vision for the City by promoting development in a manner that strengthens community sustainability, pedestrian accessibility, livability, business vitality, and employment and housing capacity, and

WHEREAS, the rezone is categorically exempt from threshold determination and EIS requirements in accordance with WAC 197-11-800(6)(c) and DMMC 16.05.350, and

WHEREAS, the City Council set the date for the public hearing by Draft Resolution No. 16-121, fixing the public hearing for October 13, 2016 as required by DMMC 18.30.070, and

8/4/2016

Draft Ordinance No. 16-121

Ordinance No. _____
Page 2 of 3

WHEREAS, the zoning map amendments proposed in this Draft Ordinance were provided to the Department of Commerce as required by RCW 36.70A.106, and

WHEREAS, notice of the public hearing was issued on _____, 2016 in accordance with the DMMC, and

WHEREAS, a public hearing was held on _____, 2016 where all persons wishing to be heard were heard, and

WHEREAS, the City Council finds that the Zoning Map amendments contained in this Ordinance comply with the requirements of chapter 36.70A RCW and are appropriate and necessary; now therefore,

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

Sec. 1. DMMC 18.10.050, *Adoption of official zoning map*, and section 1 of Ordinance No. 179 as amended by section 1 of Ordinance No. 1235 as amended by section 8 of Ordinance No. 1237 as amended by section 1 of Ordinance No. 1261 as amended by section 1 of Ordinance No. 1267 as amended by section 1 of Ordinance No. 1289 as amended by section 1 of Ordinance No. 1372 as amended by section 5 of Ordinance No. 1397 as amended by section 1 of Ordinance No. 1420 as amended by section 2 of Ordinance No. 1431 as amended by section 2 of Ordinance No. 1520 as amended by section 3 of Ordinance No. 1546 as amended by section 13 of Ordinance No. 1576 as amended by section 35 of Ordinance No. 1591 as amended by section 13 of Ordinance No. 1601 as amended by section 9 of Ordinance No. 1618-A as amended by section 2 of Ordinance No. 1655 as amended by section ___ of Draft Ordinance No. 124 (Blueberry Lane Rezone) are each amended to read as follows:

18.10.050 Adoption of official zoning map. The map filed in the City Clerk's office and marked Exhibit "A" to Draft Ordinance 16-121 and adopted _____, 2016, constitutes the zoning map for the City. The map referenced herein supersedes all

8/4/16
Draft Ordinance No. 16-121

Ordinance No. _____
Page 3 of 3

previously adopted maps. If the designations of the map are found to be in conflict with other land use designations, the map is deemed to control.

Sec. 2. Severability - Construction.

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

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

Sec. 3. Effective date. This Ordinance shall take effect and be in full force five (5) days after its final approval by the Des Moines City Council in accordance with law.

PASSED BY the City Council of the City of Des Moines this _____ day of _____ and signed in authentication thereof this _____ day of _____, 2016.

M A Y O R

APPROVED AS TO FORM:

City Attorney

ATTEST:

City Clerk

Published: _____

8/4/16
Draft Ordinance No. 16-121

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City of Des Moines

Zoning

RESIDENTIAL ZONING

- R-SE Residential: Suburban
- R-SR Residential: Suburban
- RS-15,000 Residential: Single-Family
- RS-9,600 Residential: Single-Family
- RS-8,400 Residential: Single-Family
- RS-7,200 Residential: Single-Family
- RS-4,000 Residential: Single-Family
- RA-3,600 Residential: Attached Townhouse & Duplex
- RM-2,400 Residential: Multi-Family
- RM-1,800 Residential: Multi-Family
- RM-900 Residential: Multi-Family
- RM-900A Residential: Multi-Family
- RM-900B Residential: Multi-Family
- PR-R Pacific Ridge Residential

COMMERCIAL ZONING

- N-C Neighborhood Commercial
- B-C Business Commercial
- C-C Community Commercial
- D-C Downtown Commercial
- C-G General Commercial
- B-P Business Park
- I-C Institutional Campus
- H-C Highway Commercial
- PR-C Pacific Ridge Commercial
- T-C Transit Community
- W-C Woodmont Commercial

See Comprehensive Plan for Development Potential

Planned Unit Development

Des Moines City Limits

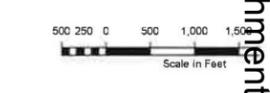
Tax Parcels

Tidelands

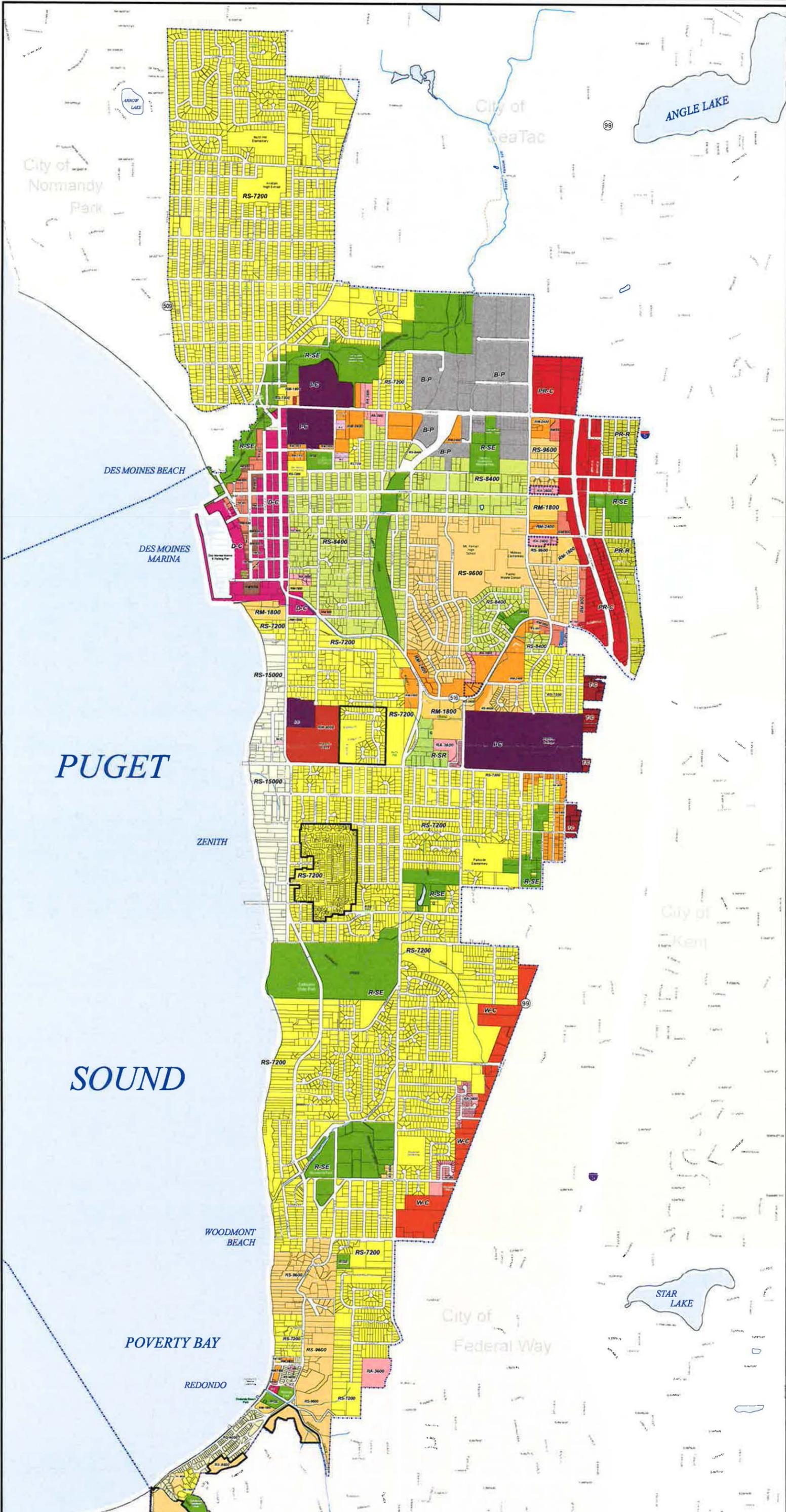
Enacting Ordinance

Description	Ordinance
Adoption of digital zoning map	1235
Renaming of zones	1237
Business Park (B-P) rezone	1261
Pacific Ridge rezone	1267
Redondo Riviera annexation	1270
Adoption of GIS maps	1289
Mitchell/Charlilan rezone	1372
Redondo rezone	1397
Crestwood Park	1420
Granville rezone	1431
Sea Mar rezone	1520
Barton rezone	1546
Addition of I-C zone	1563
Pacific Ridge rezone	1576
Addition of T-C Zone	1601
Addition of W-C Zone	1618-A

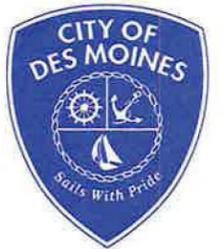
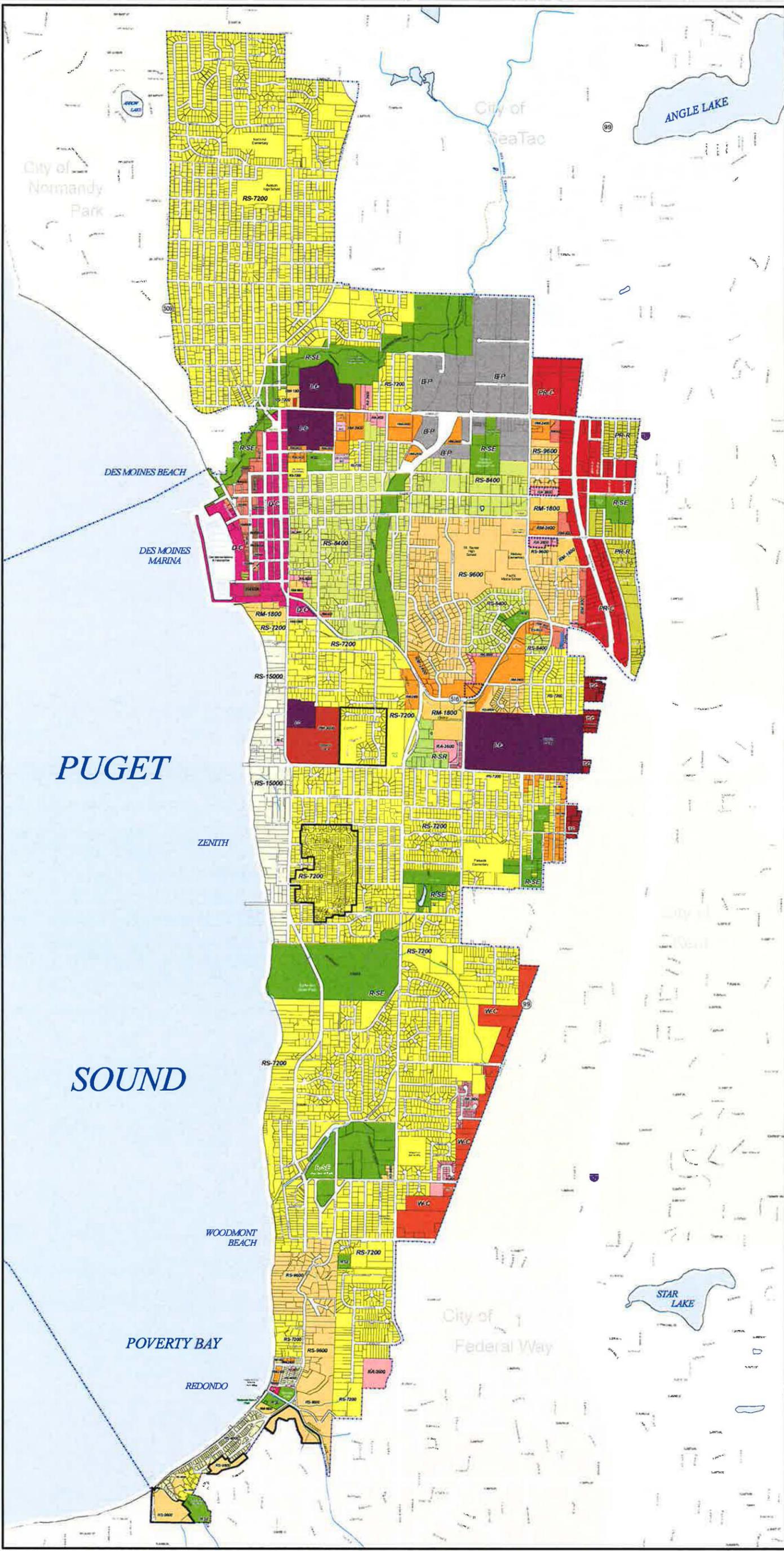
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Planning, Build Public Work
 21630 11th Ave S,
 Des Moines, WA 98148
 PHONE: (206) 870-7576 * FAX: (206) 870-7577
 WEB: <http://www.desmoineswa.gov>



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City of Des Moines

Zoning

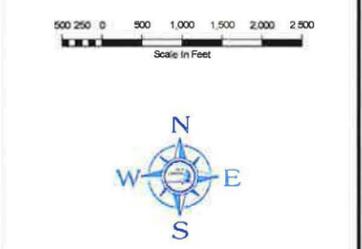
- RESIDENTIAL ZONING**
- R-SE Residential: Suburban Estates
 - R-SR Residential: Suburban Residential
 - RS-15,000 Residential: Single Family 15,000
 - RS-9,600 Residential: Single Family 9,600
 - RS-8,400 Residential: Single Family 8,400
 - RS-7,200 Residential: Single Family 7,200
 - RS-4,000 Residential: Single Family 4,000
 - RA-3,600 Residential: Attached Townhouse & Duplex
 - RM-2,400 Residential: Multifamily 2,400
 - RM-1,800 Residential: Multifamily 1,800
 - RM-900 Residential: Multifamily 900
 - RM-900A Residential: Multifamily 900A
 - RM-900B Restricted Service Zone
 - PR-R Pacific Ridge Residential

- COMMERCIAL ZONING**
- N-C Neighborhood Commercial
 - B-C Business Commercial
 - C-C Community Commercial
 - D-C Downtown Commercial
 - C-G General Commercial
 - B-P Business Park
 - I-C Institutional Campus
 - H-C Highway Commercial
 - PR-C Pacific Ridge Commercial
 - T-C Transit Community
 - W-C Woodmont Commercial
- See Comprehensive Plan for Development Potential
- Planned Unit Development
- Des Moines City Limits
- Tax Parcels
- Tidelands

Enacting Ordinances

Description	Ordinance	Effective Date
Adoption of digital zoning map	1235	May 5, 1999
Renaming of zones	1237	May 17, 1999
Business Park (B-P) rezone	1261	June 21, 2000
Pacific Ridge rezone	1267	July 25, 2000
Redondo Riviera annexation	1270	September 1, 2000
Adoption of GIS maps	1286	October 11, 2001
Mitchell/Chamlian rezone	1372	January 11, 2006
Redondo rezone	1397	March 7, 2007
Crestwood Park	1420	December 6, 2007
Granville rezone	1431	June 26, 2008
Sea Mar rezone	1520	October 13, 2011
Barton rezone	1546	July 26, 2012
Addition of I-C zone	1563	March 28, 2013
Pacific Ridge rezone	1576	September 12, 2013
Addition of T-C Zone	1601	June 26, 2014
Addition of W-C Zone	1615-A	March 17, 2015

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Planning, Building & Public Works
 21630 11th Ave S, Suite D
 Des Moines, WA 98198-6398
 PHONE: (206) 870-7576 * FAX: (206) 870-6544
 WEB: <http://www.desmoineswa.gov>

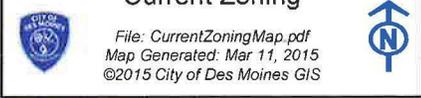
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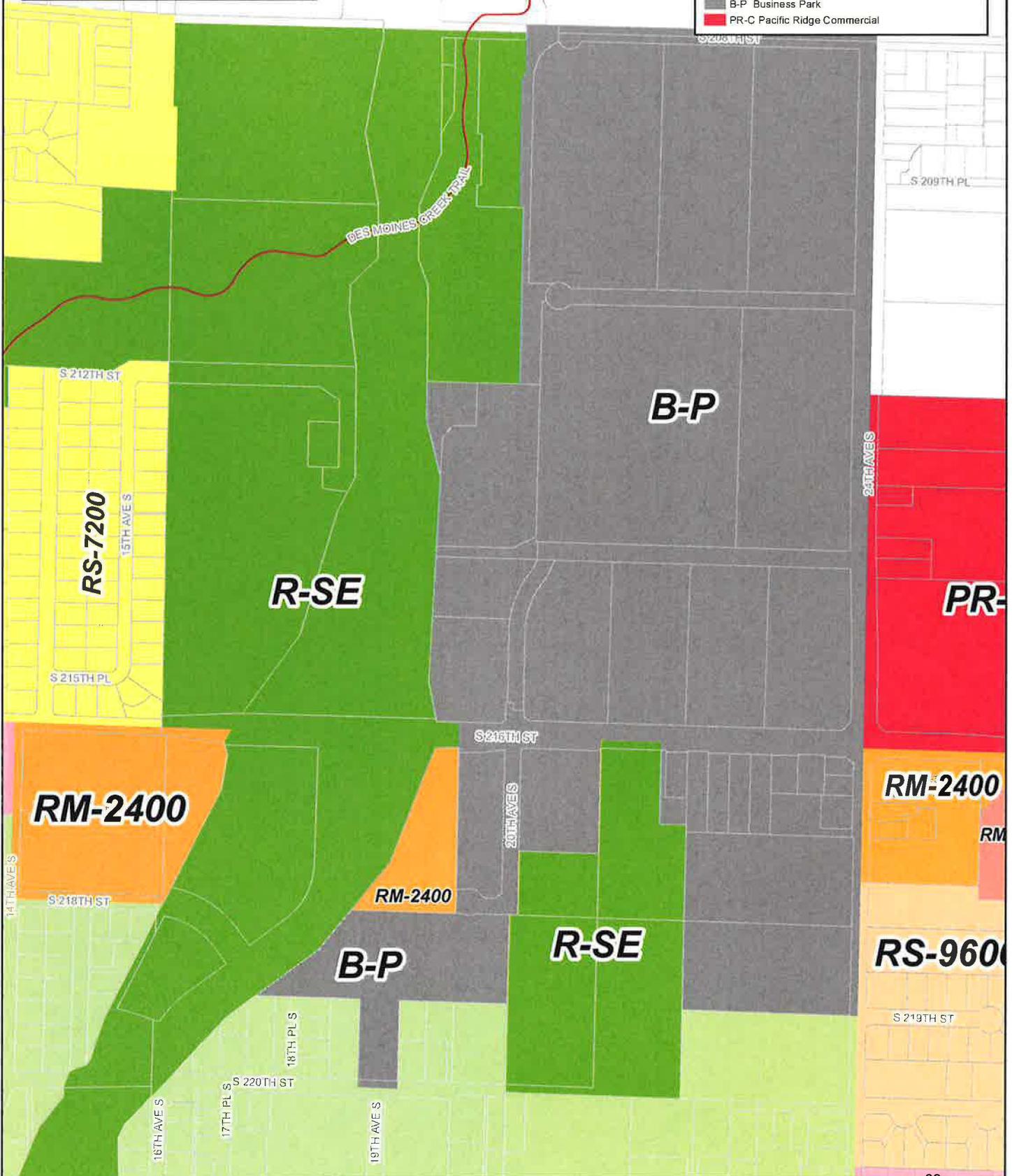
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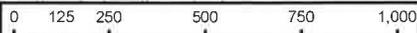
Current Zoning

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- Des Moines Creek Trail
- R-SE Residential: Suburban Estates
- RS-9600 Residential: Single Family 9600
- RS-8400 Residential: Single Family 8400
- RS-7200 Residential: Single Family 7200
- RA-3600 Residential: Attached Townhouse & Duplex
- RM-2400 Residential: Multifamily 2400
- RM-900 Multifamily 900
- B-P Business Park
- PR-C Pacific Ridge Commercial





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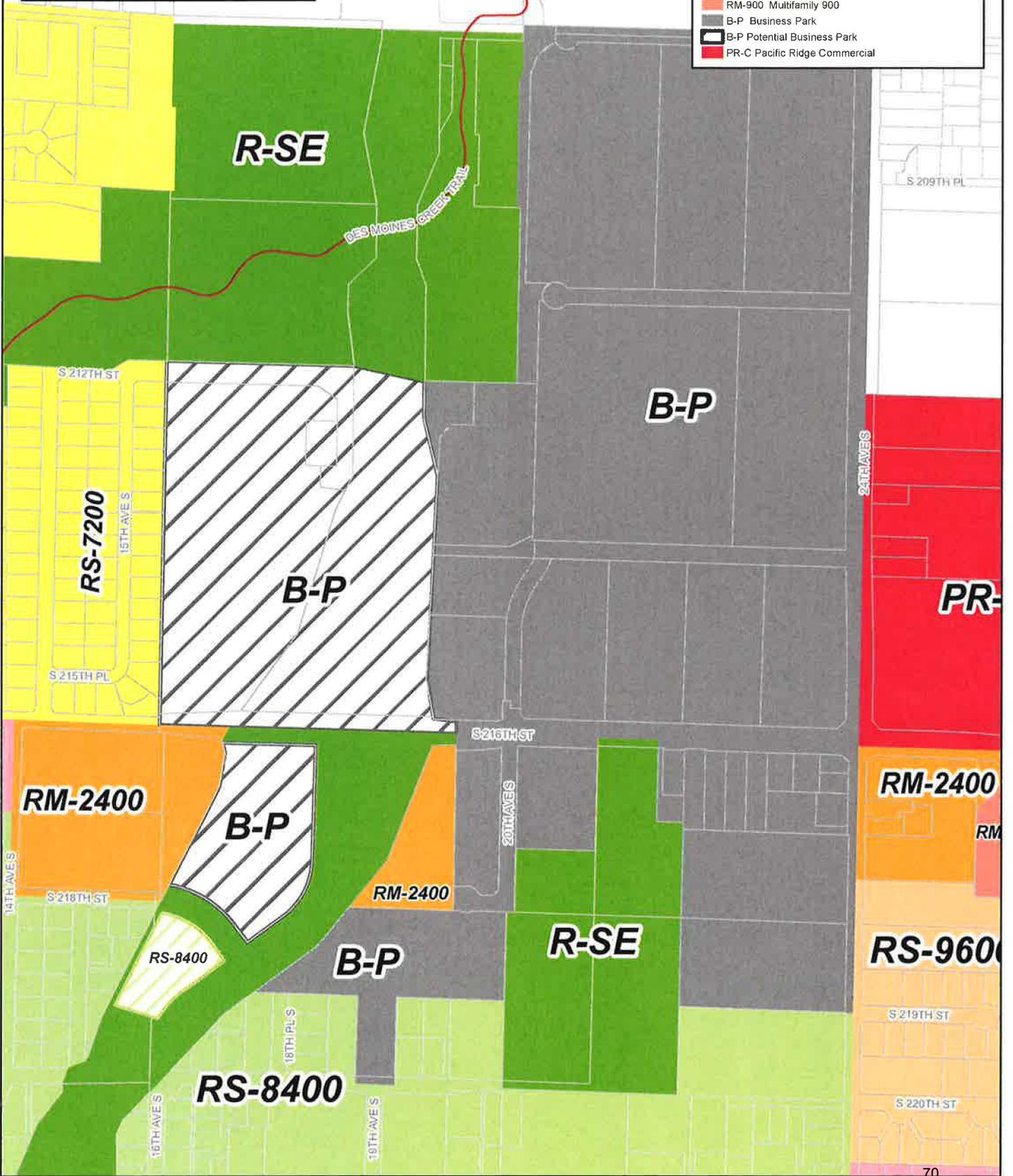
Potential Zoning



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- Des Moines Creek Trail
- R-SE Residential: Suburban Estates
- RS-9600 Residential: Single Family 9600
- RS-8400 Residential: Single Family 8400
- RS-8400 Potential Residential: Single Family 8400
- RS-7200 Residential: Single Family 7200
- RA-3600 Residential: Attached Townhouse & Duplex
- RM-2400 Residential: Multifamily 2400
- RM-900 Multifamily 900
- B-P Business Park
- B-P Potential Business Park
- PR-C Pacific Ridge Commercial



0 125 250 500 750 1,000

Scale In Feet

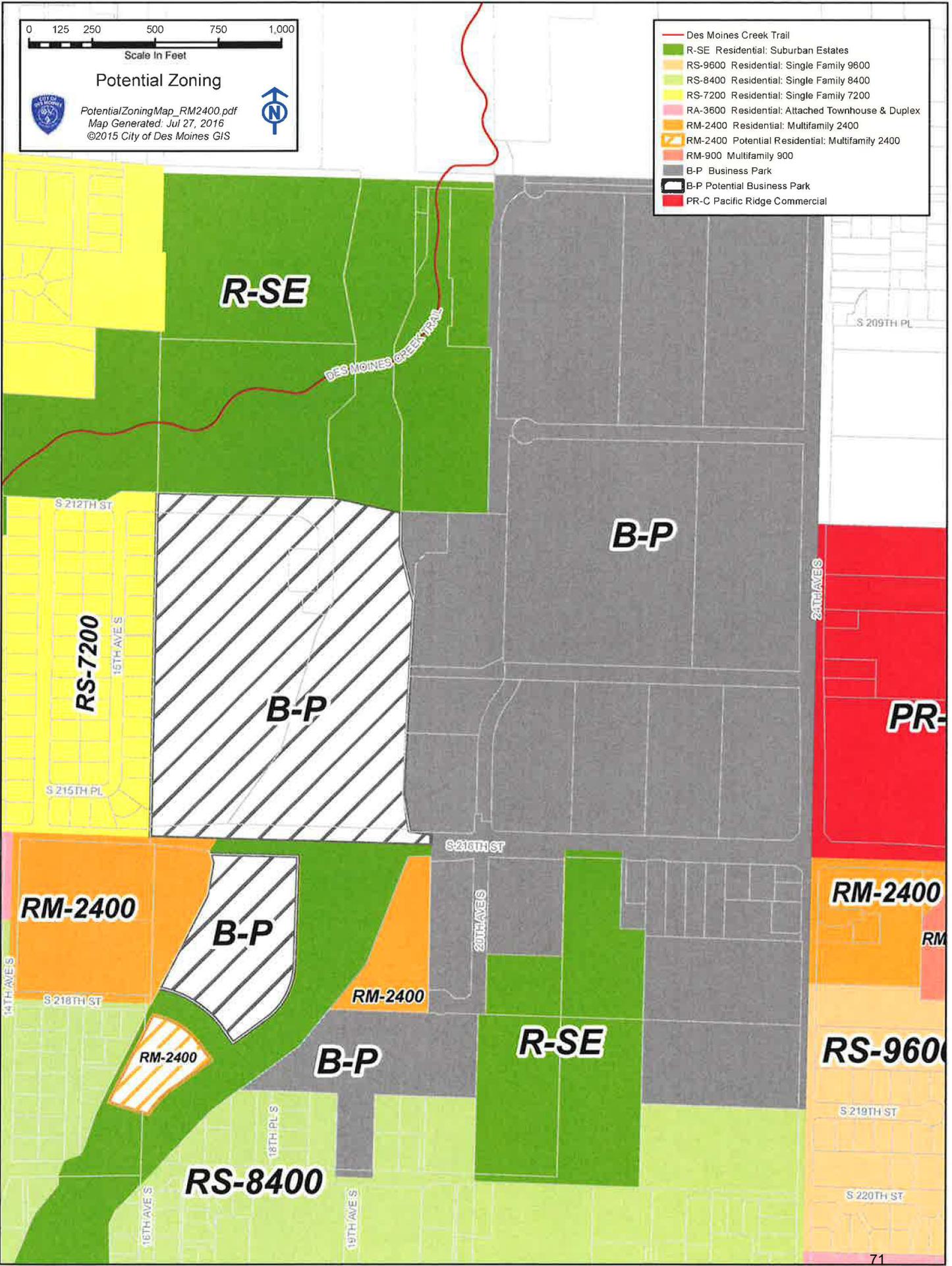
Potential Zoning



PotentialZoningMap_RM2400.pdf
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- Des Moines Creek Trail
- R-SE Residential: Suburban Estates
- RS-9600 Residential: Single Family 9600
- RS-8400 Residential: Single Family 8400
- RS-7200 Residential: Single Family 7200
- RA-3600 Residential: Attached Townhouse & Duplex
- RM-2400 Residential: Multifamily 2400
- RM-2400 Potential Residential: Multifamily 2400
- RM-900 Multifamily 900
- B-P Business Park
- B-P Potential Business Park
- PR-C Pacific Ridge Commercial



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Dean R Lyle
9111 156th PI NE
Redmond WA 98052
July 22, 2016

Daniel J. Brewer
Planning, Building & Public Works Director
City of Des Moines
21650 11th Avenue South
Des Moines, WA 98198-6317

RE: Your June 28, 2016 Letter about Property Re-zone

Dear Mr Brewer:

Thank you for your letter with the information about the proposed re-zone of my property 092204-9042 on S 216 street. I have just received your letter which was sent to the wrong address. Please update your records to show my correct address as shown above.

I do not support, at this time, the re-zone of my property. Please do not include my property in the re-zone ordinance planned for this fall. I will inform you in the future if my situation changes.

Thank you for your concern.

Regards,

A handwritten signature in cursive script that reads "Dean R Lyle". The signature is written in dark ink and is positioned above the printed name.

Dean R Lyle



P.O. Box 1209
Seattle, WA 98111-1209
Tel: 787-3000

www.portseattle.org

July 25, 2016

Dan Brewer, Planning, Building and Public Works Director
City of Des Moines
21650 11th Ave. South, Suite A
Des Moines, WA 98198

Re: City of Des Moines Proposal to Rezone Port Property

Mr. Brewer:

This is in response to your June 28, 2016 letter, in which you indicated that the City of Des Moines is proposing to change the zoning to Business Park (B-P) on four parcels on the north and south sides of South 216th Street between 14th Avenue South and just west of 20th Avenue South.

The Port of Seattle is very supportive of the proposed change in zoning on our property (Parcel 092204-9042) from Residential-Suburban Estates (R-SE) to Business Park (B-P). We feel that B-P zoning is a much better fit for this property, especially given the successful development of the Des Moines Creek Business Park immediately to the east.

We look forward to working with the City on this proposal. Please let me know if you need any other information, or there is anything I can do to help.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffrey Utterback", with a long, sweeping underline that extends across the signature area.

Jeffrey Utterback
Director, Real Estate & Economic Development
Port of Seattle



**Washington State
Department of Transportation**

Development Division
Real Estate Services Office
PO Box 47338
Olympia, WA 98504-7338
7345 Linderson Way SW
Tumwater, WA 98501-6504

TTY: 1-800-833-6388
www.wsdot.wa.gov

July 27, 2016

Daniel J. Brewer, P.E., P.T.O.E.
Planning, Building and Public Works Director
City of Des Moines
21650 11th Avenue South
Des Moines, WA 98198-6317

RE: City of Des Moines Proposal to Rezone WSDOT Property

Dear Mr. Brewer,

I am writing to provide WSDOT's response to your above referenced proposal to rezone WSDOT-owned property within the City of Des Moines.

As I indicated in my email, WSDOT does not have any issues with your proposal to rezone the larger parcel(s) to Business Park and the smaller portion to R-S 8400. Instead of the R-S 8400 zoning, however, we would ask that you also contemplate the possibility of a multi-family designation for that smaller remnant that you reference in your letter.

As noted on the exhibit attached to your letter, there are other multi-family designations (RM-2400) in close proximity to our remnant. Due to the transitional nature of this area, perhaps the WSDOT parcel would be better suited to the multi-family designation.

Thank you for your consideration.

Sincerely,

Cynthia Tremblay
Property Management Program Manager
WSDOT – Real Estate Services

CT

cc: Omar Jepperson
Peter Alm

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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: Draft Ordinance No. 16-102
Amendments to the City's Comprehensive
Transportation Plan

ATTACHMENTS:

1. Draft Ordinance No. 16-102 Amendments
to the City's Comprehensive
Transportation Plan

FOR AGENDA OF: August 18, 2016

DEPT. OF ORIGIN: Planning, Building and
Public Works

DATE SUBMITTED: August 10, 2016

CLEARANCES:

- Legal NS
- Finance N/A
- Marina N/A
- Parks, Recreation & Senior Services N/A
- Planning, Building & Public Works DJB
- Police N/A
- Courts N/A
- Economic Development _____

**APPROVED BY CITY MANAGER
FOR SUBMITTAL:** 

Purpose and Recommendation

The purpose of this Agenda Item is for the City Council to consider Draft Ordinance No. 16-102 (Attachment 1) for enactment of amendments to the City's current Comprehensive Transportation Plan.

Suggested Motions

Motion 1: "I move to suspend rule 26(a) in order to enact Draft Ordinance 16-102 on First Reading".

Motion 2: "I move to enact Draft Ordinance No. 16-102 Amending updates to the City's current Comprehensive Transportation Plan."

Background

The City's current Comprehensive Transportation Plan (CTP) was adopted in June 2009 and serves as the twenty-year road map for the City of Des Moines' transportation issues, setting policies, goals, and strategies that help guide decisions regarding the existing and envisioned transportation system.

Periodic updates/amendments are required to ensure the growth assumptions and projections are reasonable and in line with actual employment and household growth in order that the transportation needs are accurately being addressed and planned for.

Discussion

In mid-2015, staff began working with Fehr and Peers to review and update as necessary the growth projections and transportation needs assumed in the 2009 CTP. The work was timely in that the City was also undergoing a comprehensive update to the City's Comprehensive Plan. The CTP amendment work reviewed and projected household and employment growth out to 2035, consistent with the Comprehensive Plan timeline.

Fehr and Peers was tasked with, among other items, updating key traffic volume information and reviewing existing Level of Service as well as confirming the identified recommended network improvements. Policy updates included some recommendations to consider in future CTP updates with regard to transportation facilities for special needs and multi-modal concurrency (Level of Service for all right-of-way users).

The attached memorandum (Exhibit A to Attachment 1) outlines the amendments. In general growth rates for housing and employment assumed in 2009 for the year 2030 were slowed by the recession. Household growth projected originally at 17,192 in 2030 was revised to 16,145 in 2035. Employment growth projected originally at 11,236 in 2030 was revised to 11,360 in 2035. Updated volumes showing low to moderate traffic growth with relatively higher vehicle volumes on 16th Ave S and Des Moines Memorial Drive. The South 236th Lane roadway project was added between Highline College and Pacific Highway South as well as the South 212th Street connection between 24th Ave South and Pacific Highway South under the recommended network improvements. Policy amendments included recommendations to consider "special needs of transportation users" as a new policy, and to consider adopting a facility completeness measure of level of service for pedestrians, bicycle users, and transit. These considerations would be reviewed and potentially adopted in the next comprehensive update of the CTP, likely to occur in 2021/2022 concurrent with the next City Comprehensive Plan update.

Staff has discussed the proposed CTP amendments with the Public Safety & Transportation Committee on November 5, 2015 and February 4, 2016. Direction was provided and staff was directed to bring the amendments to the full Council.

On July 7, 2016, the City Council adopted draft Resolution 16-102 which set the public hearing for August 18, 2016 to consider Draft Ordinance No. 16-102 Amendments to the City's current Comprehensive Transportation Plan. In addition to the standard posting locations, the public hearing was noticed in the Seattle Times on August 3, 2016.

Alternatives

The City Council may:

1. Enact the proposed Draft Ordinance.
2. Enact the proposed Draft Ordinance with modifications.
3. Decline to enact the Draft Ordinance and remand Draft Ordinance 16-102 back to the Public Safety and Transportation Committee for further work.

Financial Impact

N/A

Recommendation or Conclusion

None.

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CITY ATTORNEY'S FIRST DRAFT 08/9/2016**DRAFT ORDINANCE NO. 16-102**

AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON amending the Comprehensive Transportation Plan for the City of Des Moines.

WHEREAS, the State's growth management act requires that agencies prepare a transportation plan that is directly tied to land use decisions and financial planning, and that plan must address growth and transportation planning for at least 10 years into the future, and

WHEREAS, the City's Comprehensive Transportation Plan was adopted in 2009 by Ordinance 1458, for the years 2009 through 2030.

WHEREAS, the mandates of the Growth Management Act and various changes in conditions and circumstances have necessitated the preparation and amendment of the Comprehensive Transportation Plan, and

WHEREAS, in mid-2015 the City authorized Fehr & Peers to prepare an amendment to the City's Comprehensive Transportation Plan that evaluated growth assumptions made in the 2009 Update for improving the transportation system of the City of Des Moines to ensure the system will meet existing and future travel needs, and to provide a reference resource for the development of elements of the City's Comprehensive Plan, and

WHEREAS, the Comprehensive Transportation Plan amendment review looked at projected household and employment growth out to 2035, and

WHEREAS, amendments to the Comprehensive Transportation Plan are consistent with the recently updated Des Moines Comprehensive Plan by identifying and prioritizing improvements to the transportation system and by identifying appropriate revenue sources, and

WHEREAS, based on the information presented, the City Council finds it to be in the public interest to amend the Comprehensive Transportation Plan, and that this Ordinance is appropriate and necessary; now therefore,

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

Ordinance No. _____
Page 2 of 3

Sec. 1. The Comprehensive Transportation Plan adopted by Ordinance 1458 is hereby amended to incorporate the amendments included in the February 1, 2016 memorandum entitled "City of Des Moines - Update for the Comprehensive Transportation Element" (herein after 2015 Comprehensive Transportation Plan Amendments), attached to this Ordinance as Exhibit A. Not less than one (1) copy of the Des Moines Comprehensive Transportation Plan with the 2015 Comprehensive Transportation Plan Amendments, is to be filed in the office of the Des Moines City Clerk and is available for use and examination by the public.

Sec. 2. The Comprehensive Transportation Plan, as amended by this Ordinance, shall be reviewed annually in order to aid in the preparation of the City's six-year transportation improvement program and capital improvement plan.

Sec. 3. The Comprehensive Transportation Plan, as amended by this Ordinance, shall be used to update the goals, policies, and strategies of the Transportation Element of the Des Moines Comprehensive Plan during the next Comprehensive Plan amendment process.

Sec. 4. The capacity adding projects identified in the Comprehensive Transportation Plan, as amended by this Ordinance, shall be used as the basis for updating and re-calculation the City's Transportation Impact Fee rates, and other information contained in chapter 12.40 DMMC.

Sec. 5. Severability - Construction.

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

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

Ordinance No. ____
Page 3 of 3

Sec. 6. Effective date. This Ordinance shall be in full force and effect thirty (30) days after its final passage by the Des Moines City Council in accordance to law.

PASSED BY the City Council of the City of Des Moines this ____ day of _____, 2016 and signed in authentication thereof this ____ day of _____, 2016.

M A Y O R

APPROVED AS TO FORM:

City Attorney

ATTEST:

City Clerk

Published: _____

Effective Date: _____



MEMORANDUM

Date: February 1st, 2016
To: Brandon Carver, Engineering Services Manager
From: Matt Palzkill and Ryan Abbotts
Subject: **City of Des Moines – Update for the Comprehensive Transportation Element**

SE15-0402

This memo documents the existing conditions of the transportation network in the City of Des Moines to support the City's Comprehensive Plan update.

TASK A: TRAFFIC COUNTS

Traffic counts were collected on Wednesday June 10, 2015 when school was in session; 17 turning movement counts and 15 tube counts were collected on a typical day in June 2015. This data was used to update the pertinent sections in the 2009 Comprehensive Transportation Plan (CTP), as summarized below.

TASK B: EXISTING CONDITIONS

DES MOINES TOMORROW - 2035

Table 2-2 provides the population and employment growth as provided by the City. Households are anticipated to increase by approximately 49%, compared to a previous estimate of 58%. Employment is anticipated to increase by approximately 136%, compared to a previous estimate of 133%. This is important to consider because it demonstrates that the future traffic growth provided and analyzed as part of the 2009 CTP would be similar provided the existing volumes were similar.

Table 2-2. Population and Employment Growth 2006 to 2035

YEAR	HOUSEHOLDS	EMPLOYMENT
2006	10,856	4,820
2035	16,145	11,360
Increase	5,289	6,540
% Increase	+ 49%	+ 136%

Source: City of Des Moines Model



EXISTING STREET NETWORK OPERATIONS

TRAFFIC VOLUMES

This section summarizes the updated weekday, AM peak hour, and PM peak hour volumes. The update focused on the PM peak hour locations because previously this was identified as the frame with the greatest vehicle delay. Where possible, count locations were matched to weekday and AM peak hour locations on previous CTP figures.

Weekday Volumes

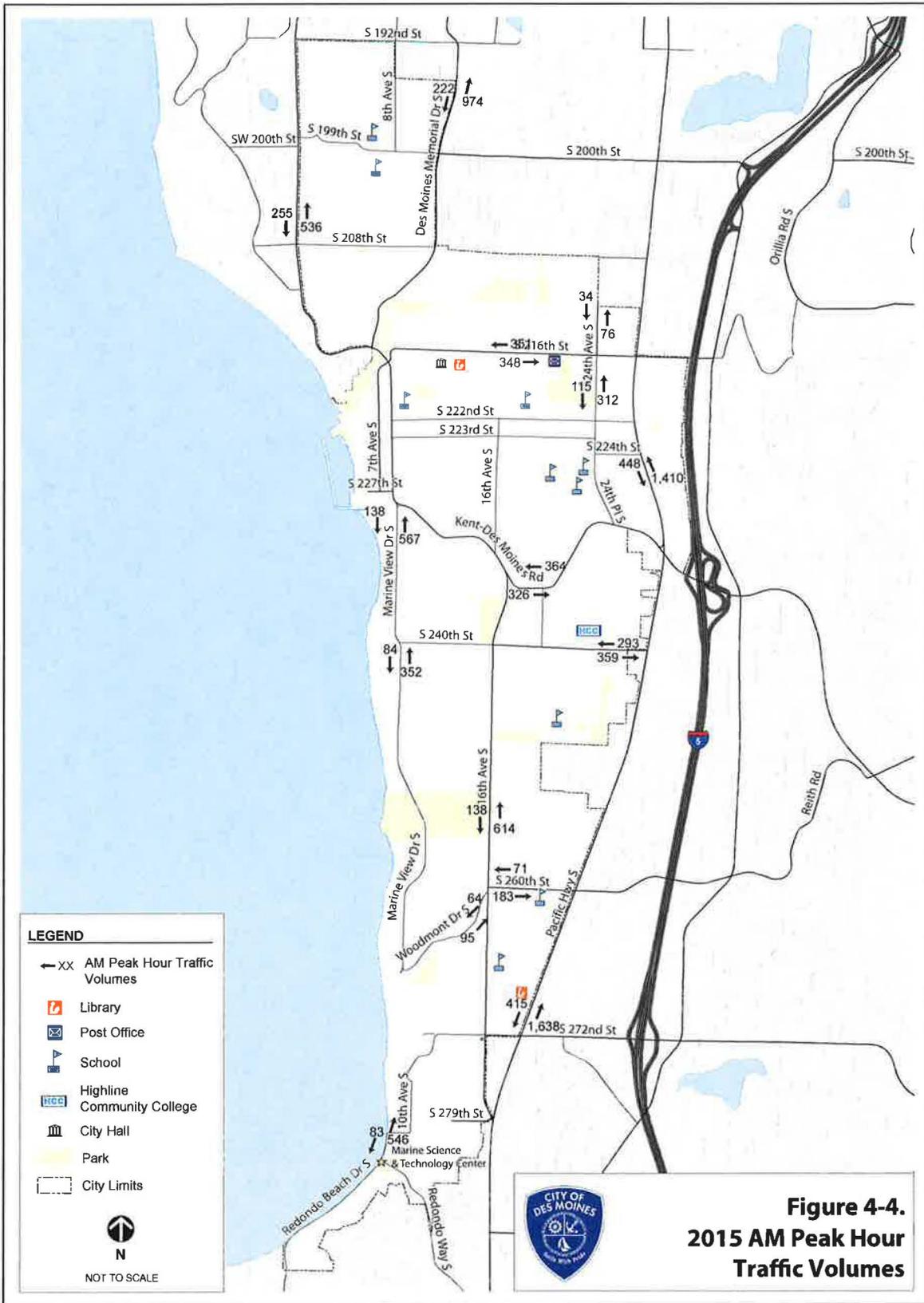
Table N-1 compares the 2008 and 2015 weekday traffic volumes and provides an annual growth change; **Figure 4-3** summarizes the 2015 weekday traffic volumes.

Table N-1: Tube Count Comparison

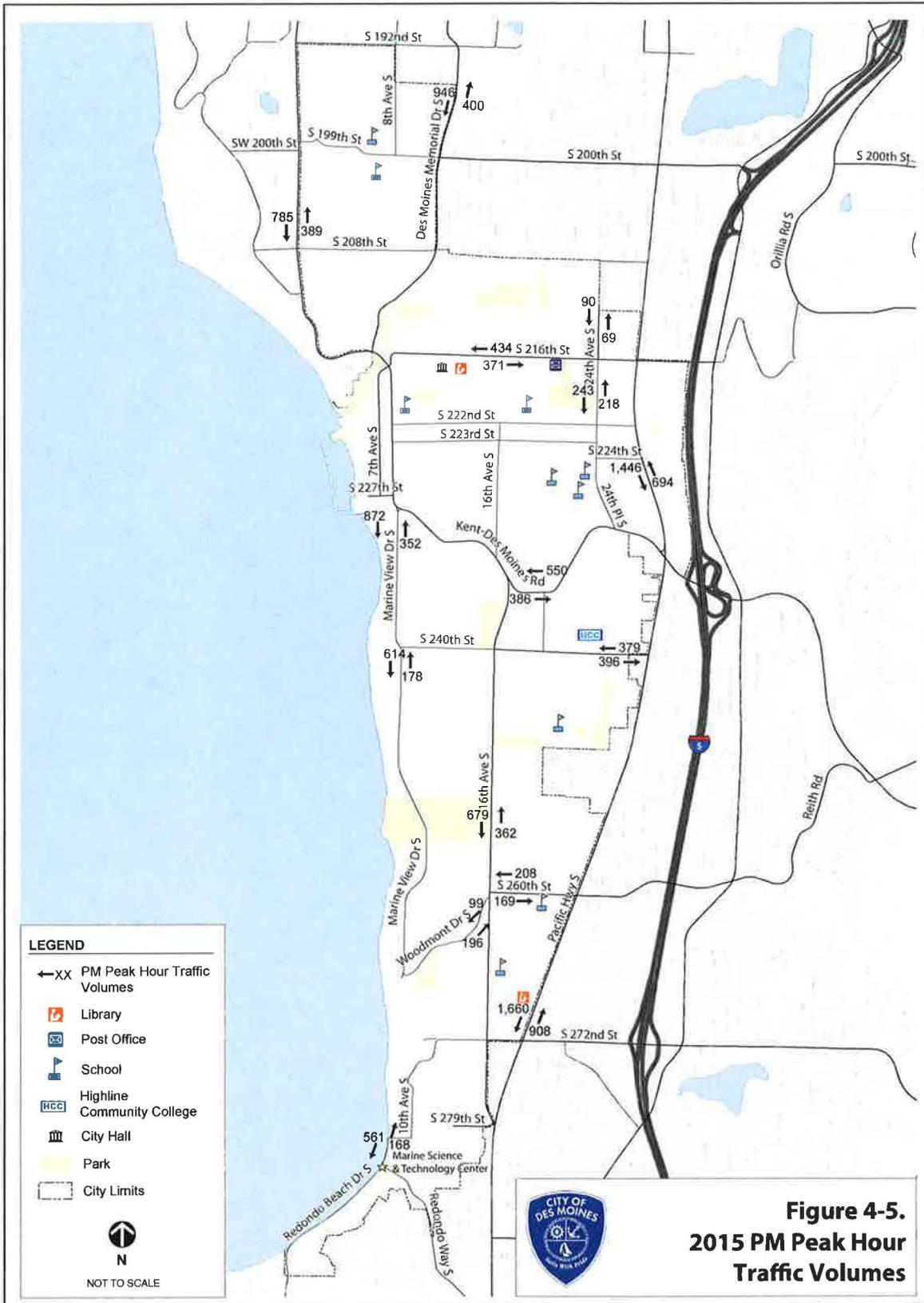
LOCATION	BETWEEN	VOLUMES		
		2015	2008	ANNUAL GROWTH
Des Moines Memorial Drive	194th St & 196th St	14,793		
1st Ave South	S 206th & S 208 th St	12,653	11,800	1.0%
S 216th St	14th Ave S & 20th Ave S	9,986	11,500	-2.0%
24th Ave S	S 208 th St & S 216th St	1,502		
24th Ave S	S 216 th St & S 200 th St	5,137	5,400	-0.7%
Pacific Hwy	S 224th St & S 226th St	28,378	30,500	-1.0%
Marine View Dr S	S 231st & S 232 nd St	12,399		
Marine View Dr S	S 240th & 242nd St	7,319	6,500	1.7%
Kent Des Moines Rd	16th Ave & 20th Ave S	12,238		
S 240th St	27th Ave S & 28th Ave S	11,314	11,400	-0.1%
16th Ave S	S 250th St & 14th PL S	11,049	8,600	3.6%
S 260th St	16th Ave S & 18th Ave S	4,121	3,300	3.2%
Woodmont Dr S	S 263rd Pl & 16th Ave S	2,918	3,100	-0.9%
Pacific Highway	S 268th St & S 272nd St	32,598		
Redondo Beach Dr	S 282nd St & S 181st St	8,739	8,600	0.2%

AM and PM Peak Hour Volumes

Figure 4-4 and **Figure 4-5** show AM and PM peak directional counts along roadway segments. In the locations in which 2015 directional counts could be compared to 2008 counts, the volumes were within an acceptable range.



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STREET STANDARDS AND LEVEL SERVICE

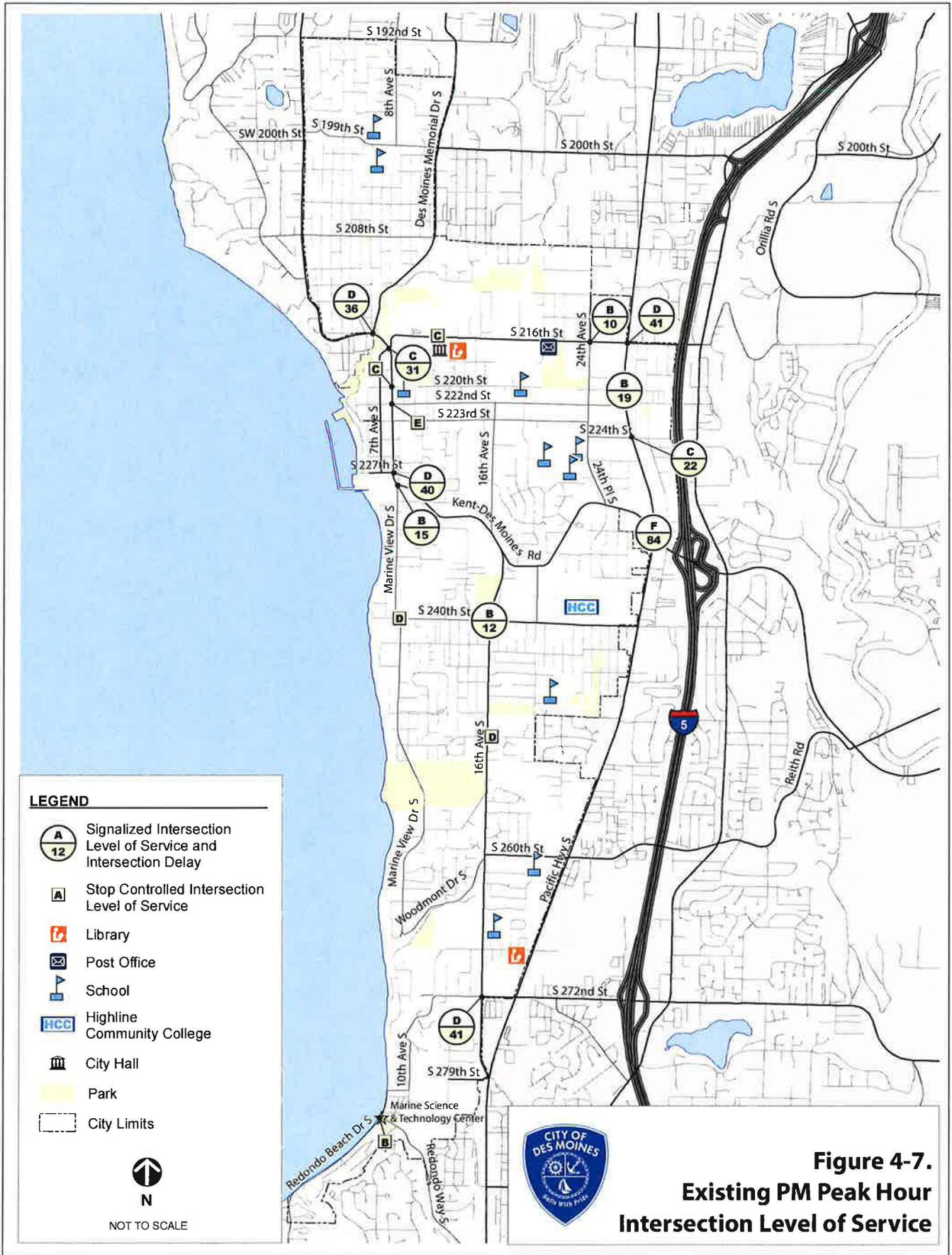
CITY LOS STANDARDS

PM Peak Hour Intersection LOS

The current intersection level of service standard, which is the amount of delay the city is willing to accept at an intersection, is level of service D. The only exceptions are intersections along major arterials and Downtown Des Moines as described in the CTP (page 4-15). **Table 4-4** provides the updated PM peak hour intersection level of service for 2015. Compared to the previous CTP, no intersections are failing the LOS standard. **Figure 4-7** summarizes the LOS and vehicle delay values at the study intersections.

**TABLE 4-4. PM PEAK HOUR INTERSECTION LOS – EXISTING
 2015**

ID	INTERSECTION	LOS STANDARD	LOS 2015	DELAY (SEC)
1	S 216th St/Pacific Highway S (SR 99)	F	D	41
2	S 220th St/Pacific Highway S (SR 99)	E	B	19
3	S 224th St/Pacific Highway S (SR 99)	E	C	22
4	SR 516 (Kent-Des Moines Rd)/Pacific Highway S (SR 99)	F	F	84
5	S 216th St/24th Ave S	D	B	10
6	SR 509 (Marine View Drive/S 216th Street)/Des Moines Memorial Dr	E	D	36
7	7th Ave S/Marine View Dr (SR 509)	E	C	31
8	S 227th St/Marine View Dr (SR 509)	E	D	40
9	Marine View Dr (SR 509)/8th Ave S	E	B	15
10	S 240th St/16th Ave S	D	B	12
11	S 272nd St/16th Ave S	D	D	41
12	S 216th St/11th Ave S	D	C	18
13	S 220th St/Marine View Dr (SR 509)	E	C	19
14	S 222nd St/Marine View Dr (SR 509)	E	E	38
15	S 240th St/Marine View Dr	D	D	29
16	Redondo Wy/Redondo Beach Dr	F	B	15
17	S 250th St/16th Ave	D	D	28





CONFIRM GROWTH RATE

Table N-2 compares the 2008 and 2015 PM peak hour traffic volumes and provides an annual growth change. In total, the intersections experienced an annual growth of approximately 1.2% percent from 2008 to 2015.

TABLE N-2. TMC COMPARISON 2008 TO 2015

ID	LOCATION	2008	2015	ANNUAL %
		VOLUME	VOLUME	
1	S 216th St/Pacific Highway S (SR 99)	3,296	3,569	1.1%
2	S 220th St/Pacific Highway S (SR 99)	2,102	2,496	2.5%
3	S 224th St/Pacific Highway S (SR 99)	2,229	2,672	2.6%
4	SR 516 (Kent-Des Moines Rd)/Pacific Highway S (SR 99)	3,995	4,504	1.7%
5	S 216th St/24th Ave S	1,427	1,379	-0.5%
6	SR 509 (Marine View Drive/S 216th Street)/Des Moines Memorial Dr	2,205	2,499	1.8%
7	7th Ave S/Marine View Dr (SR 509)	2,447	2,774	1.8%
8	S 227th St/Marine View Dr (SR 509)	1,982	2,134	1.1%
9	Marine View Dr (SR 509)/8th Ave S	1,927	2,178	1.8%
10	S 240th St/16th Ave S	1,052	1,271	2.7%
11	S 272nd St/16th Ave S	1,640	1,747	0.9%
12	S 216th St/11th Ave S	825	837	0.2%
13	S 220th St/Marine View Dr (SR 509)	1,727	1,448	-2.5%
14	S 222nd St/Marine View Dr (SR 509)	1,739	1,517	-1.9%
15	S 240th St/Marine View Dr	1,096	1,216	1.5%
16	Redondo Wy/Redondo Beach Dr	854	872	0.3%
17	S 250th St/16th Ave	957	1,222	3.6%
		31,500	34,335	1.2%



FUTURE STREET NETWORK OPERATIONS

As shown in Table 2.2, the total households and employment for the City of Des Moines is anticipated to decrease compared to the assumptions of the 2009 *Comprehensive Transportation Plan*. The 2009 plan assumed X households and x employment, compared to 2015 employment of x and households of x. It is assumed that any growth in regional trips would be offset by the higher household and employment assessed in the previous plan and that its future analysis is still applicable.

RECOMMENDED STREET NETWORK FOR DES MOINES

New Street Improvements

Table 4-5 lists the recommended improvements. **Bold text** indicates added projects.

TABLE 4-5. BASELINE RECOMMENDED NETWORK IMPROVEMENTS

Project Type	Location	Project Description
Streets		
Arterial Widening Projects		
South 216th Street	Marine View Drive to Interstate 5	Widen to three lanes west of 19th Avenue South, to five lanes east of 19th Avenue South. Add bicycle lane, sidewalks and landscaping. Add signals and intersection improvements as warranted by development. See South 216th Corridor Study (March 2009).
24th Avenue South	South 208th Street to South 216th Street	Widen to five lanes with bicycle lane, sidewalks and landscaping. COMPLETED
24th Avenue South	South 216th Street to Kent-Des Moines Road	Widen to three lanes with bicycle lanes, sidewalks and landscaping. See 24th Avenue South Corridor Study (June 2009).
16th Avenue South	Kent-Des Moines Road to South 260th Street	Widen to three lanes with bicycle lanes, sidewalks and landscaping.
Kent-Des Moines Road	Marine View Drive to Pacific Highway South (SR 99)	Widen to three lanes west of 24th Avenue South and to five lanes east to Pacific Highway South with bicycle lanes, sidewalks and landscaping.
South 236th Lane	Highline College to Pacific Highway South	Widen to three lanes with bicycle lanes, sidewalks and landscaping.
Roadway Connections		
16th Avenue South	South 216th Street to South 220th Street	Two-lane roadway connection – collector arterial. See Highest and Best Use Analysis of Historic SR 509 Corridor Study (March 2009)."
16th Avenue South	South 276th Street to Pacific Highway South (SR 99)	Two-lane roadway connection/re-alignment – principal arterial.
20th Avenue South	South 242nd Street to South 244th Street	Two-lane roadway connection – neighborhood collector.



24th/28th Avenue South (SeaTac)	South 200th Street (SeaTac) to South 208th Street	Create a 4-lane to 5-lane connection to SeaTac. Coordinate with City of SeaTac and WSDOT as part of SR-509 project.
South 212th Street	24th Avenue South to SR-99	Create a 3-lane connection to SR-99 to serve adjacent industrial and commercial properties.
Intersections		
South 216th Street	Pacific Highway South	With SR 509 project: Add eastbound and westbound through lanes. Retain eastbound right turn lane. Change eastbound and westbound left turn signal phasing to protected. 2016 completion
South 220th Street	Pacific Highway South	Widen for left turn pockets, adjust roadway profile and approach grades, and revise signal phasing to remove split phases.
Des Moines Memorial Drive	at South 200th Street	Add left turn pockets for all approaches, modify signal. Joint project with City of SeaTac
Des Moines Memorial Drive	at Marine View Drive and South 216th Street	Lengthen approach lanes, coordinate signal with Marine View Drive at 7th Avenue South. Also consider roundabout option.
Marine View Drive	at South 227th Street	Revise lane configuration to single eastbound right with overlap phase. Add second southbound through lane.
Marine View Drive	at South 240th Street	Revise lane configuration, add westbound right turn pocket. Add signal or roundabout if warranted.
16th Avenue South	at South 240th Street	Complete left turn pockets for all approaches.
16th Avenue South	at South 250th Street	Add eastbound right turn pocket.
24th Avenue South	at South 222nd Street	Monitor operation for future signal or other intersection treatment.

RECOMMENDED FUNCTIONAL CLASSIFICATION

Figure 4-14 summarizes the changes recommended for street classifications; compared to the 2009 *Comprehensive Transportation Plan* the following changes were made:

- 16th Ave S realigned between S 216th St and S 220th St , and remained a new street link and Neighborhood Collector
- 24th Ave S between S216th St and S 208th St changed from future link to existing
- S 216th St between Pacific Highway S and 33rd Ave S no longer recommends a classification change to Principal Arterial, and instead remain a Minor Arterial
- S 216th St between Pacific Highway S and 20th Ave S is an existing Principal Arterial
- Added new Minor Arterial on S 212th St between 24th Pl S and Pacific Hwy S



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SAFETY AND EMERGENCY RESPONSE

CRASH ANALYSIS

Annual Crash Trends - Intersections

Table 4-8 provides a summary of intersection crashes and crash rates.

Table 4-8

Intersection	crashes (2011-2014)	crash rate (per million entering vehicles)
S 240th St/20th Ave S (U)	7	0.52
24th Ave S/S 216th St **	6	0.30
16th Ave S/S 272nd St***	12	0.47
Kent-Des Moines Rd/24th Ave S	9	0.34
16th Ave S/S 240th St	20	1.08
Kent-Des Moines Rd/I-5 On/Off Ramps (WSDOT)	35	0.59
Kent-Des Moines Rd/Marine View Drive	8	0.25
Kent-Des Moines Rd/30th Ave S (U) ****	5	0.08
Marine View Dr S/S 222nd St (U)	13	0.59
Marine View Dr S/S 223rd St	18	0.82
Kent-Des Moines Rd/16th Ave S	8	0.31
Marine View Dr S/Des Moines Memorial Dr S	9	0.25
Marine View Dr S/7th Ave S/7th Pl S	8	0.20

(U) = Stop-controlled intersection



FUTURE STREET SYSTEM RECOMMENDATIONS

Table 4-14. Recommended Street System Improvements

Project Type	Location	Project Description	Capacity	Safety	Operations	Development	Multimodal
Streets							
Arterial Widening Projects							
South 216th Street	11 th Avenue South to 18 th Avenue South	Widen to three lanes. Add bicycle lane, sidewalks and landscaping. Add signals and intersection improvements as warranted by development. See South 216th Corridor Study (March 2009).	X	X	X	X	X
24th Avenue South	South 216th Street to Kent-Des Moines Road	Widen to three lanes with bicycle lanes, sidewalks and landscaping. See 24th Avenue South Corridor Study (June 2009).	X	X		X	X
16th Avenue South	Kent-Des Moines Road to South 260th Street	Widen to three lanes with bicycle lanes, sidewalks and landscaping.	X	X	X	X	X
Kent-Des Moines Road	Marine View Drive to Pacific Highway South (SR 99)	Widen to three lanes west of 24th Avenue South and to five lanes east to Pacific Highway South with bicycle lanes, sidewalks and landscaping.	X	X	X		X
South 236 th Lane	Highline College to Pacific Highway South	Widen to three lanes with bicycle lanes, sidewalks, and landscaping	X		X	X	X
Roadway Connections							
16th Avenue South	South 216th Street to South 220th Street	Two-lane roadway connection – collector arterial. See Highest and Best Use Analysis of Historic SR 509 Corridor Study (March 2009)			X	X	
16th Avenue South	South 276th Street to Pacific Highway South (SR 99)	Two-lane roadway connection/re-alignment – principal arterial.			X	X	
20th Avenue South	South 242nd Street to South 244th Street	Two-lane roadway connection – neighborhood collector.			X	X	



Project Type	Location	Project Description	Capacity	Safety	Operations	Development	Multimodal
24th/28th Avenue South (SeaTac)	South 200th Street (SeaTac) to South 208th Street	Create a 4-lane to 5-lane connection to SeaTac. Coordinate with City of SeaTac and WSDOT as part of SR-509 project.	X		X	X	X
South 212 th Street	24 th Avenue South to Pacific Highway South	Create a 3-lane connection to SR-99 to serve adjacent industrial and commercial properties.	X		X	X	
Intersections							
South 216th Street	Pacific Highway South	With SR 509 project: Add eastbound and westbound through lanes. Retain eastbound right turn lane. Change eastbound and westbound left turn signal phasing to protected.	X		X	X	
South 220th Street	Pacific Highway South	Widen for left turn pockets, adjust roadway profile and approach grades, and revise signal phasing to remove split phases.	X		X	X	
Des Moines Memorial Drive	at South 200th Street	Add left turn pockets for all approaches, modify signal. Joint project with City of SeaTac.	X	X	X		
Des Moines Memorial Drive	at Marine View Drive and South 216th Street	Lengthen approach lanes, coordinate signal with Marine View Drive at 7th Avenue South. Also consider roundabout option.	X		X		
Marine View Drive	at South 227th Street	Revise lane configuration to single eastbound right with overlap phase. Add second southbound through lane.	X	X	X		
Marine View Drive	at South 240th Street	Revise lane configuration, add westbound right turn pocket. Add signal or roundabout if warranted.	X		X		
16th Avenue South	at South 240th Street	Complete left turn pockets for all approaches.	X	X	X		
16th Avenue South	at South 250th Street	Add eastbound right turn pocket.	X		X		



Project Type	Location	Project Description	Capacity	Safety	Operations	Development	Multimodal
24th Avenue South	at South 222nd Street	Monitor operation for future signal or other intersection treatment	X		X		
Safety & Operations							
8th Avenue South	at South 200th Street	Monitor operation for possible future signal or other treatment		X	X		
Des Moines Memorial Drive South	at South 208th Street	Add left turn pockets.		X	X		
Des Moines Memorial Drive South	at South 212th Street	Add left turn pockets.		X	X		
Marine View Drive/7th Avenue South	at South 216th Street	Optimize signal timing and coordinate with Des Moines Memorial Drive/Marine View Drive Intersection.		X			
South 216th Street	at Pacific Highway South	Add red light camera enforcement.		X			
Pacific Highway South	at South 224th Street	Change westbound left turn phasing to protected- only.		X			
South 240th Street	at 20th Avenue South	Widen to provide two-way left-turn lane/ refuge pocket along segment. Widen to provide left turn lane at intersection.-Install traffic signal if warranted.		X	X		
South 240th Street (Kent)	at Pacific Highway South	Add dual left turn for eastbound approach, revise signal phasing. Coordinate with City of Kent.	X		X	X	
South 260th Street (Kent)	at Pacific Highway South	Monitor safety and coordinate with City of Kent		X			X
South 272nd Street	east of 16th Avenue South	Implement access control at development driveway access.		X	X	X	
Kent-Des Moines Road	at Pacific Highway South	Improve vehicle detection and signal timing. Carry lane markings through intersection to better define channelization. Add red light camera enforcement.		X	X		
Redondo Beach Drive South	at Redondo Way S	Monitor operation for possible future signal or other treatment		X	X		
Future Multimodal Use							
Downtown Circulation Study	Downtown	Develop plan to maximize multi-modal use, pedestrian access and traffic operations.	X	X	X		X



Project Type	Location	Project Description	Capacity	Safety	Operations	Development	Multimodal
Marine View Drive South	Des Moines Memorial Drive to Kent-Des Moines Road	Fiber optic signal interconnect.	X		X		
Pavement Management Program	Citywide	Increase funding program for improvements.		X	X		
Traffic Management Center	Public Works	Communication and coordination with WSDOT and King County Traffic Management Centers.	X	X	X		
Traffic Calming Program	Citywide	Fund annual program for improvements.		X	X		
Parking Management Plan	Downtown, Redondo and HC areas	Develop parking management strategy and apply program and actions.		X	X		
ITS Plan	Arterial Streets	Develop and implement an ITS Plan for City arterials.			X		
Sign and Signal Upgrades	Citywide	Continue to improve signs and traffic signals to meet MUTCD standards.	X	X	X		X



TASK C: POLICY UPDATE

This section includes a brief description of potential policy updates for a Special Needs Policy and Multimodal Concurrency.

SPECIAL NEEDS POLICY

The following text is recommended to be included as part of Chapter 5, *Other Recommended Bicycling Programs and Policies for the City to Consider*.

Cities must provide accommodation for all users, and some groups have specific challenges that warrant special attention. The Americans with Disabilities Act of 1990 specifies guidelines for accommodating persons with disabilities, but many cities wish to go beyond this one group. Disadvantaged and vulnerable populations can also be based on status of race, religion, income, gender, language, or other characteristics.

PSRC Multicounty Planning Policy T-25 states:

“Ensure mobility choices for people with special transportation needs, including persons with disabilities, the elderly, the young, and low-income populations.”

A draft policy for Des Moines would be:

“Transportation facilities and infrastructure inherently affect the natural environment and character of neighborhoods. As such, Tacoma recognizes the importance of evaluating transportation projects using objective criteria to reflect community standards (including environmental justice considerations) and align with project analysis for regional and federal grant funding. The environmental justice approach strives to avoid decisions that can have a disproportionate adverse effect on the environmental and human health of traditionally underserved neighborhoods and vulnerable populations compared to the population as a whole.

These populations may be based on status of religion, color, national origin or ancestry, political affiliation, sex, gender identity, sexual orientation, age, familial status, income, English proficiency, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical handicap, as laid out in Council Resolution 38950. The possible adverse effects of transportation projects may include, but are not limited to, disruptions in community cohesion, restricted access or mobility, safety concerns, higher exposure to hazardous materials, raised noise levels, and increased water and air pollution.”

RECOMMENDATION

Consider appending the following to Chapter 5; also consider “Special Needs of Transportation Users” as new policy TR 5.11 and “Equity in Transportation” as new policy TR 7.10

SPECIAL NEEDS OF TRANSPORTATION USERS

Recognize and accommodate the special transportation needs of the elderly, children, and persons with disabilities in all aspects of transportation planning, programming, and



implementation. Satisfy the community’s desire for a high level of accommodation for persons with disabilities using local, state, or federal design standards.

EQUITY IN TRANSPORTATION

Support the transportation needs of traditionally underserved neighborhoods and vulnerable populations, through investment in equitable modes of transportation and equal spending throughout the City, in addition to potential catch-up investment for areas in need as necessary.

MULTI-MODAL CONCURRENCY POLICY FOR BICYCLES, PEDESTRIANS, AND TRANSIT

Multi-modal concurrency involves applying level of service standards to the transportation modes that make up a significant portion of travel in communities, but have not traditionally been measured at the same level as automobiles. These standards are typically known as multimodal level of service (MMLOS). The central Puget Sound region’s Multicounty Planning Policies require local jurisdictions to “address non-motorized, pedestrian, and other multimodal types of transportation options in concurrency programs – both in assessment and mitigation.”

Cities do have flexibility to decide how they will address all modes. Many communities meet this requirement by identifying priority networks or areas for each mode and applying a level of service standard that will meet the community’s needs over time. Oftentimes places like town centers would benefit from investments in pedestrian facilities and transit amenities. Outlying neighborhoods, however, may not require the same level of infrastructure. In this way, cities can design their multimodal level of service standards to help reach the vision for their community.

RECOMMENDATION

Consider appending the following multimodal LOS policies to TR 3.1:

Consider adopting a facility completeness measure as described in the following pedestrian, bicycling, and transit priority areas level of service tables.

Pedestrian Priority Area Level of Service (LOS)

WITHIN PEDESTRIAN PRIORITY NETWORK	
	Sidewalk provided on both sides of the road*
	Sidewalk or wide shoulder provided on one side of the road
	No pedestrian facility provided



Bicycle Priority Area Level of Service (LOS)

WITHIN BICYCLE PRIORITY NETWORK	
	Provides minimum treatment* recommendation, as shown within the Bicycle Priority Network
	Provides a lower-level facility than recommend in the Bicycle Priority Network
	No bicycle facility or signage

Transit Level of Service (LOS)

TRANSIT STOP AMENITIES	
	More than 80% of transit stops meet amenity minimum provisions
	More than 60% of transit stops meet amenity minimum provisions
	Less than 60% of transit stops meet amenity minimum provisions



TASK D: NON-MOTORIZED AND TRANSIT UPDATE

EXISTING PEDESTRIAN FACILITIES AND PROGRAMS & HIGH PRIORITY NETWORK PROCESS

Figure 5-1: Existing Sidewalks

Figure 5-1a: Missing Sidewalks

SIDEWALK IMPROVEMENT PROJECTS

TABLE 5-1: PRIORITY PEDESTRIAN NETWORK PROJECTS

Location	Limits	Centerline Miles
Downtown Commercial Streets	6th Avenue South, East-West cross streets	0.85
South 199th and South 200th Street	1st Avenue South to Des Moines Memorial Drive	0.74
8th Avenue South	South 194th Street to South 208th Street	0.86
South 208th Street	1st Avenue South to Des Moines Memorial Drive	0.7
South 222nd Street	Marine View Drive to 24th Avenue South	1.04
South 223rd Street	Marine View Drive to 24th Avenue South	1.04
South 220th Street	11th Avenue South to 16th Avenue South	0.48
9th Avenue South	South 220th Street to Kent-Des Moines Road	0.23
10th Avenue South	South 220th Street to Kent-Des Moines Road	0.61
16th Avenue South	South 220th Street to Kent-Des Moines Road	0.78
Marine View Drive	South 250th Street to Woodmont Drive South	1.05
Woodmont Drive South	Marine View Drive to 16th Avenue South	0.65
S 272nd Street and 10th Avenue South	16th Avenue South to Redondo Beach Drive	1.09
Redondo Beach Drive	Sidewalk to South City Limits	0.16

Figure 5-3: Recommended Improvements to the Priority Pedestrian Network

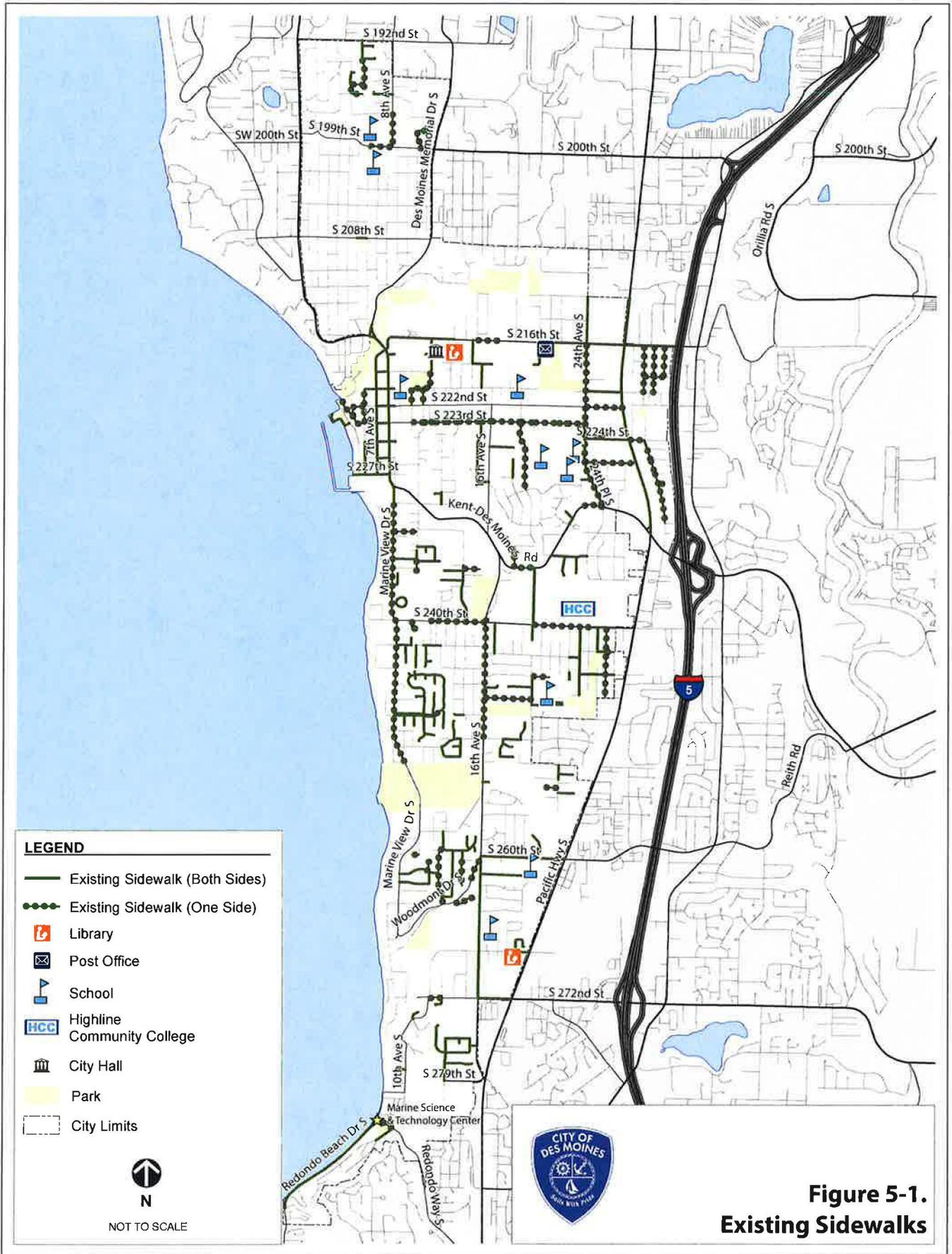
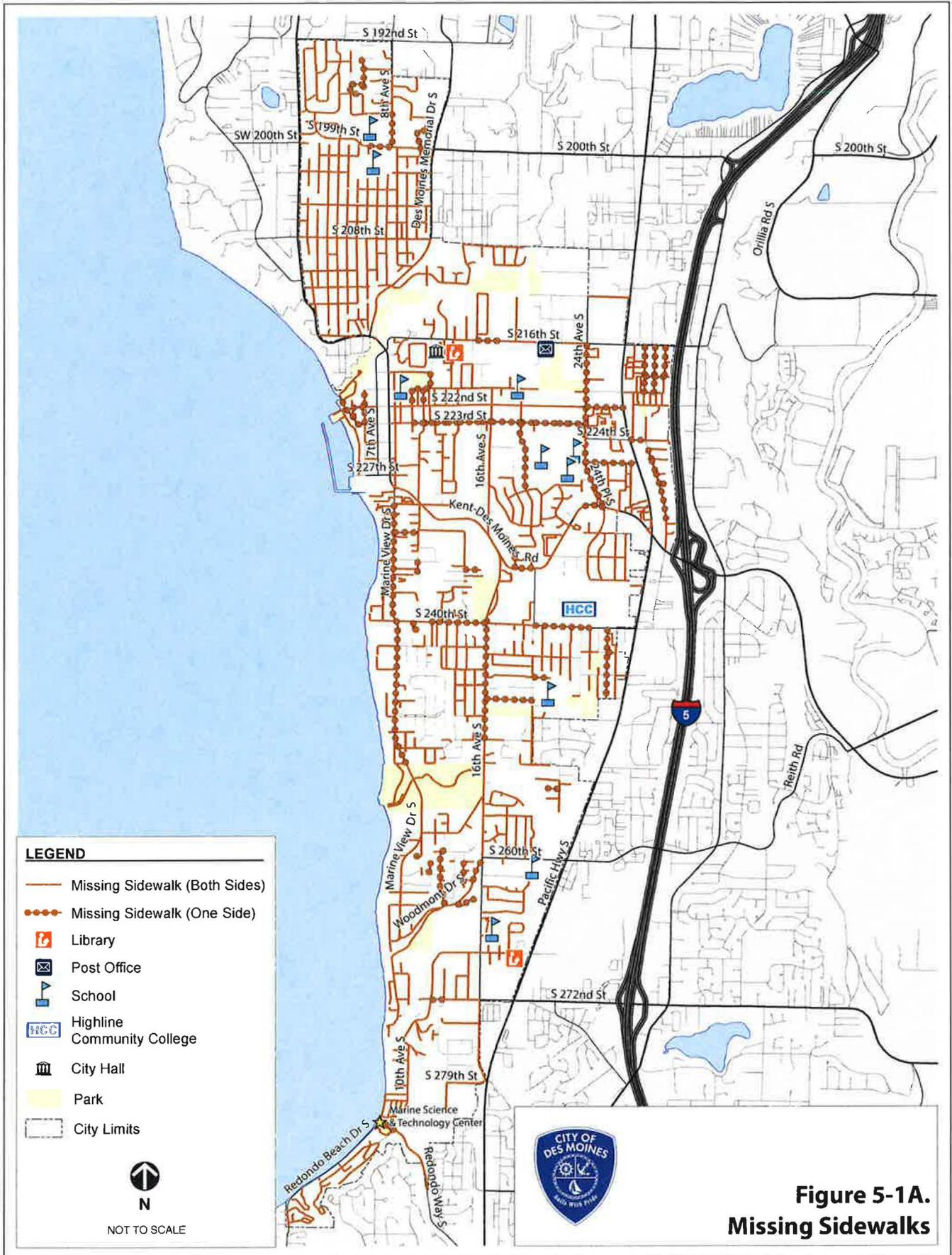
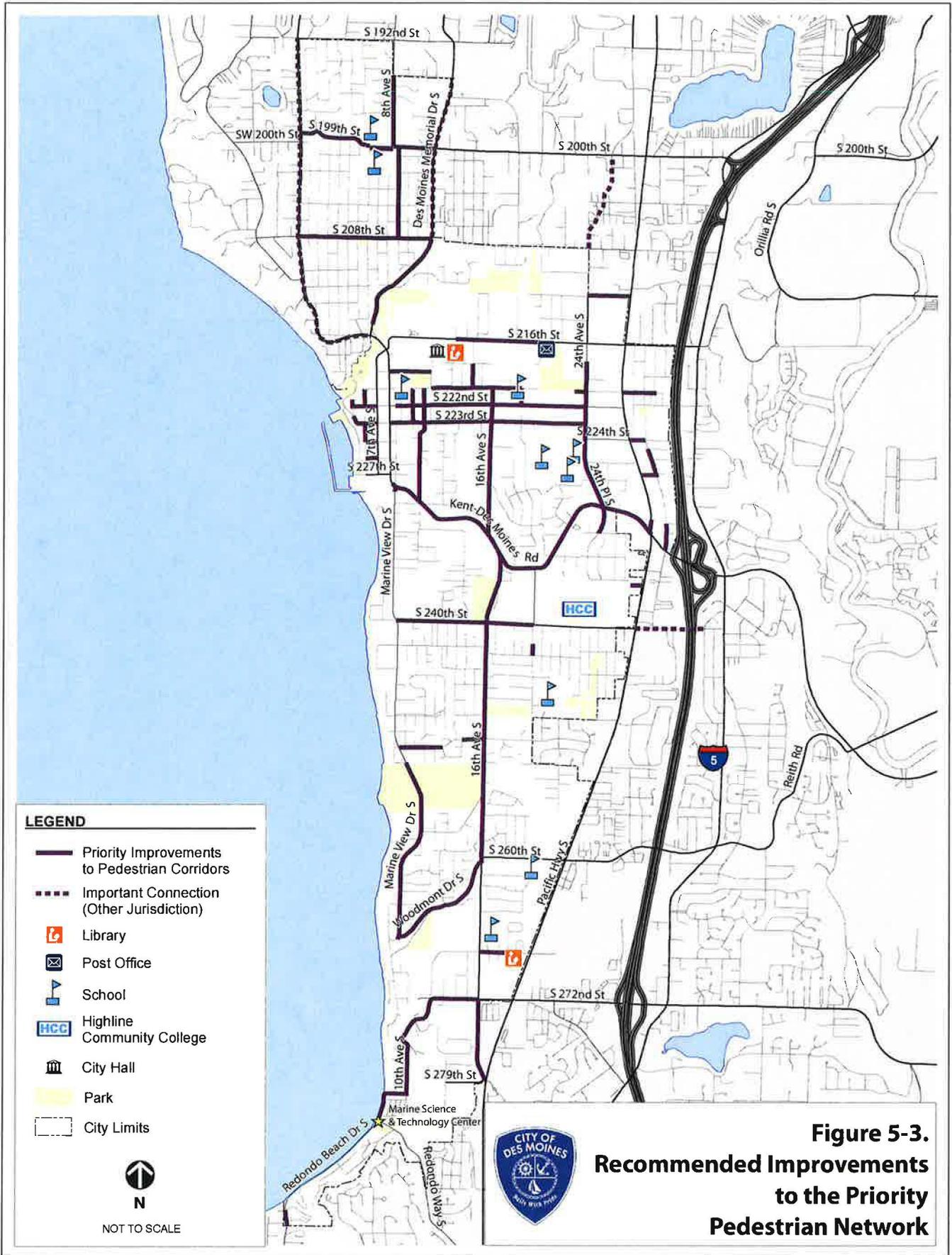


Figure 5-1.
Existing Sidewalks







RECOMMENDED BIKEWAY NETWORK

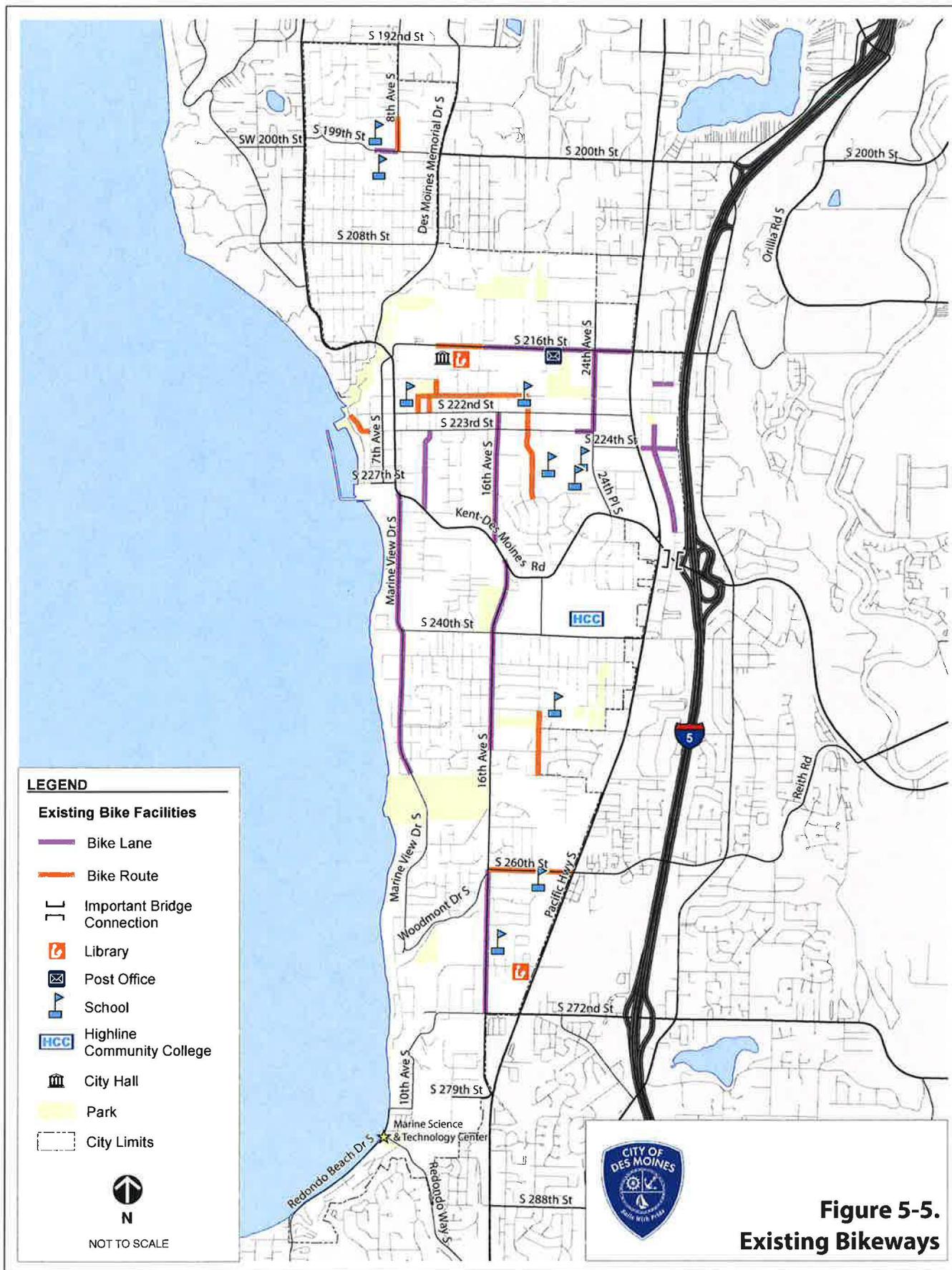
Figure 5-5 shows the existing system and **Figure 5-6** shows the proposed bikeway network. Table 5-2 below details the on-street projects by priority.

TABLE 5-2: RECOMMENDED BIKEWAY NETWORK PROJECTS

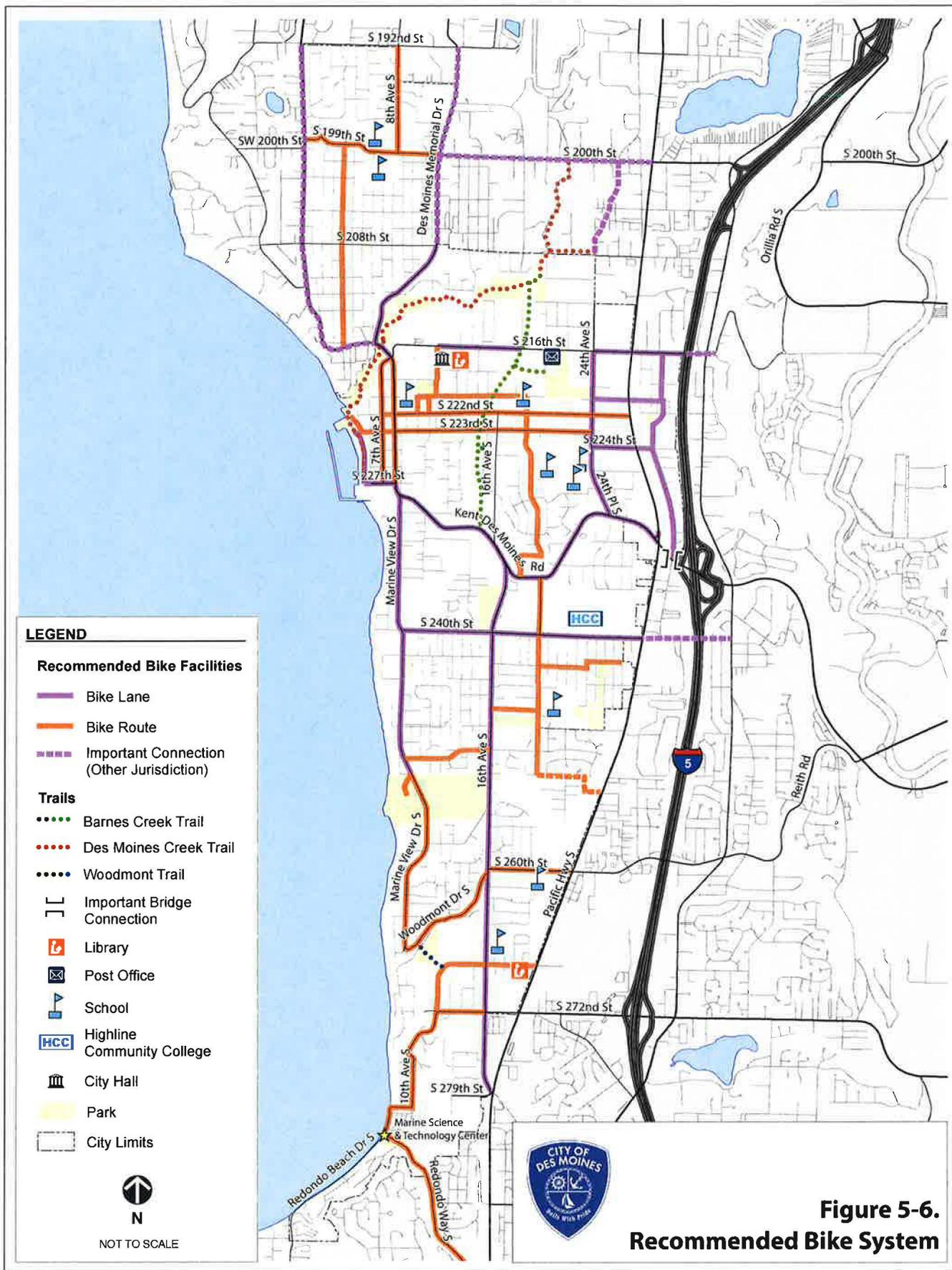
Rank	Project Name	From	To	Length (miles)
1	16th Ave South Bike Lanes	South 250th Street	South 260th Street	0.65
2	24th Place South Bike Lanes	South 208th Street	Kent-Des Moines Road	1.38
3	South 224th Street Bike Lanes	24th Avenue South	Eastern City Limits	0.44
4	South 240th Street Bike Lanes	Marine View Drive South	Pacific Hwy South	1.26
5	South 216th Street Bike Lanes	Marine View Drive South	I-5	1.57
6	30th Avenue South Bike Lanes	Kent-Des Moines Road	South 216th Street	1.10
7	Kent-Des Moines Road Bike Lanes	Marine View Drive South	Pacific Highway South	1.83
8	Dock Street Bike Lanes	South 227th Street	Cliff Avenue South	0.53
9	Des Moines Memorial Drive South Bike Lanes	South 216th Street	South 208th Street	0.63
10	16th Avenue South	Pacific Hwy South	South 272nd Street	0.44
11	Bicycle Route Network and Way-finding Signs	Citywide	Citywide	13.09
12	Barnes Creek Trail	South 216th Street	Kent-Des Moines Road	1.0

Figure 5-5: Existing Bikeways

Figure 5-6: Recommended Bike System



**Figure 5-5.
Existing Bikeways**





LOCAL TRANSIT SERVICE

King County Metro Transit (Metro) provides local buses throughout King County. Metro provides local bus service in Des Moines within the City limits and regional connections to both downtown Seattle and Tacoma. **Figure 6-1** shows the transit routes serving the City of Des Moines, separated into those that provide all-day and those that provide peak-only service.

More detail about each of the following routes, including frequency, span of service and weekend information, is included in **Table 6-1**.

Route 121: Provides peak, weekday service between downtown Seattle, Burien, Normandy Park, Des Moines and Highline Community College. Service runs into downtown Seattle in the morning and from downtown Seattle in the afternoon. This route is great for commuters working in Seattle, however inconvenient for students at Highline community college, who would be arriving during the morning peak.

Route 122: Provides direct service intertwined with 121, in between downtown Seattle and Highline Community College/downtown Des Moines. 122 takes a more eastern route through Des Moines, via Des Moines Memorial Parkway.

Route 156: Provides all day service, weekday and weekends, between Southcenter and Highline College, with a stop at the Sea-Tac Airport Station. Travels along 8th Ave S, Des Moines Memorial Drive, and S 216th St through Des Moines.

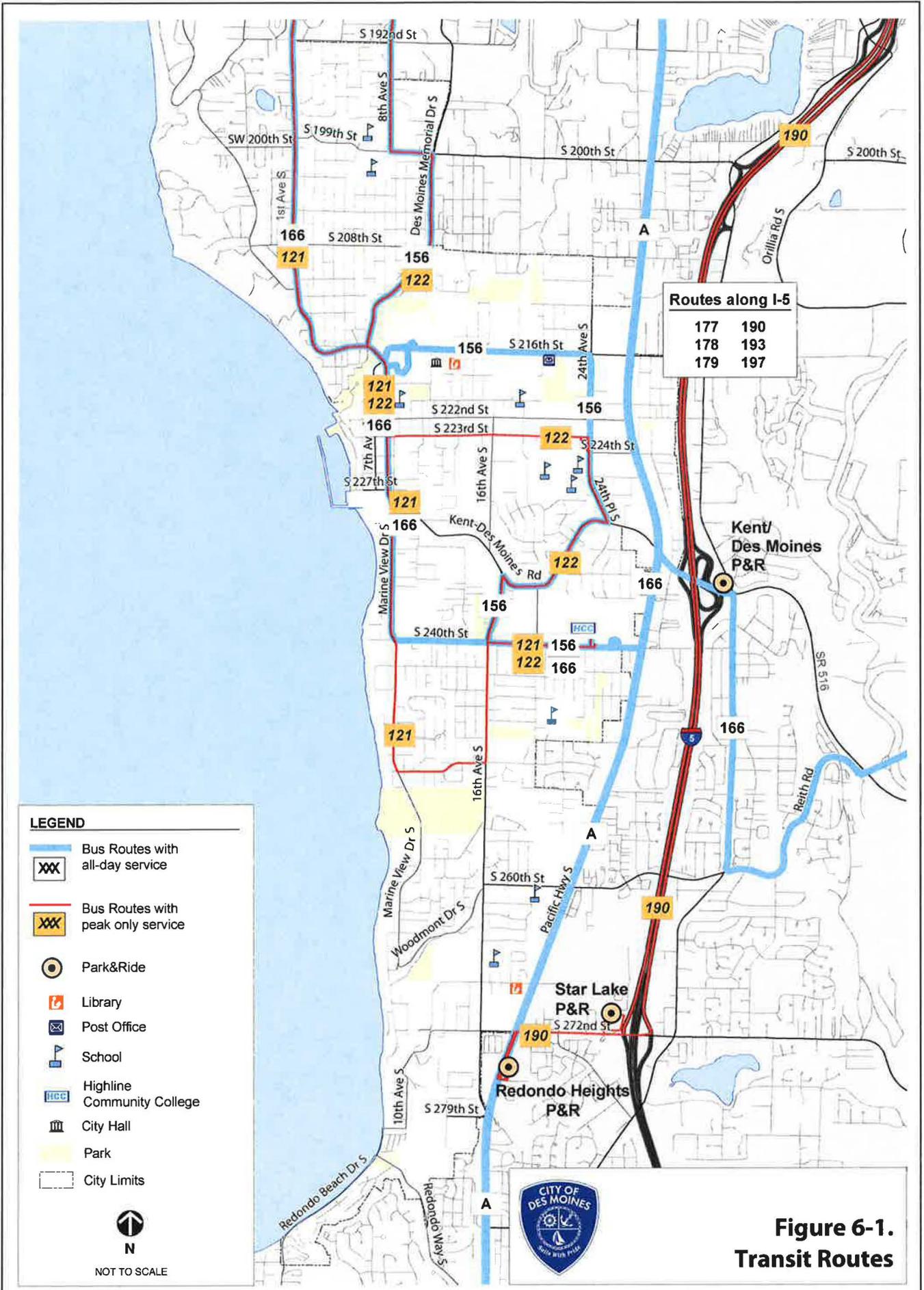
Route 166: Provides all day service, weekday and weekends, between Kent and Burien. Kent Station has connections to other routes, as well as the Sounder. Route 166 continues as Route 169.

Route 190: Provides peak, weekday service between downtown Seattle and Redondo Heights Park & Ride, with a stop at the Star Lake Freeway Station. Service runs into downtown Seattle in the morning and from downtown Seattle in the afternoon.

Rapid Ride A: Bus Rapid Transit connecting Tukwila International Boulevard Station to Federal Way Transit Center, via International Boulevard and Pacific Highway S. The route runs both directions at all times, and has frequent headways. Message boards are present at major stations, notifying riders of upcoming departures.

**TABLE 6-1: EXISTING TRANSIT SERVICE**

BUS ROUTE #	ROUTE DIRECTION	WEEKDAY				WEEKEND	
		DAILY TRIPS	APPROX TIME RANGE	PEAK HEADWAY (MINUTES)	OFF-PEAK HEADWAY (MINUTES)	SAT	SUN
121	To Highline CC	10	2:29 PM to 7:53 PM	15	30-60	No	No
	To Downtown Seattle	7	4:47 AM - 9:21 AM	20	30		
122	To Highline CC	8	2:00 PM - 7:20 PM	15	30 - 60	No	No
	To Downtown Seattle	6	6:06 AM - 9:42 AM	30	60		
156	To Southcenter	32	5:06 AM - 10:16 PM	30	30 - 60	Yes	Yes
	To Highline CC	32	5:53 AM - 11:30 PM	30	30 - 60		
166	To Kent	36	4:35 AM - 12:07 AM	30	30 - 60	Yes	Yes
	To Burien	37	5:00 AM - 11:47 PM	30	30 - 60		
190	To Redondo Heights P & R	5	3:20 PM - 6:19 PM	30	30	No	No
	To Downtown Seattle	6	6:00 AM - 8:30 AM	15	20		
A Line	To Tukwila P & R	92	All Day/ Night	10	15 - 60	Yes	Yes
	To Federal Way	92	All Day/ Night	10	15 - 60		





RIDERSHIP

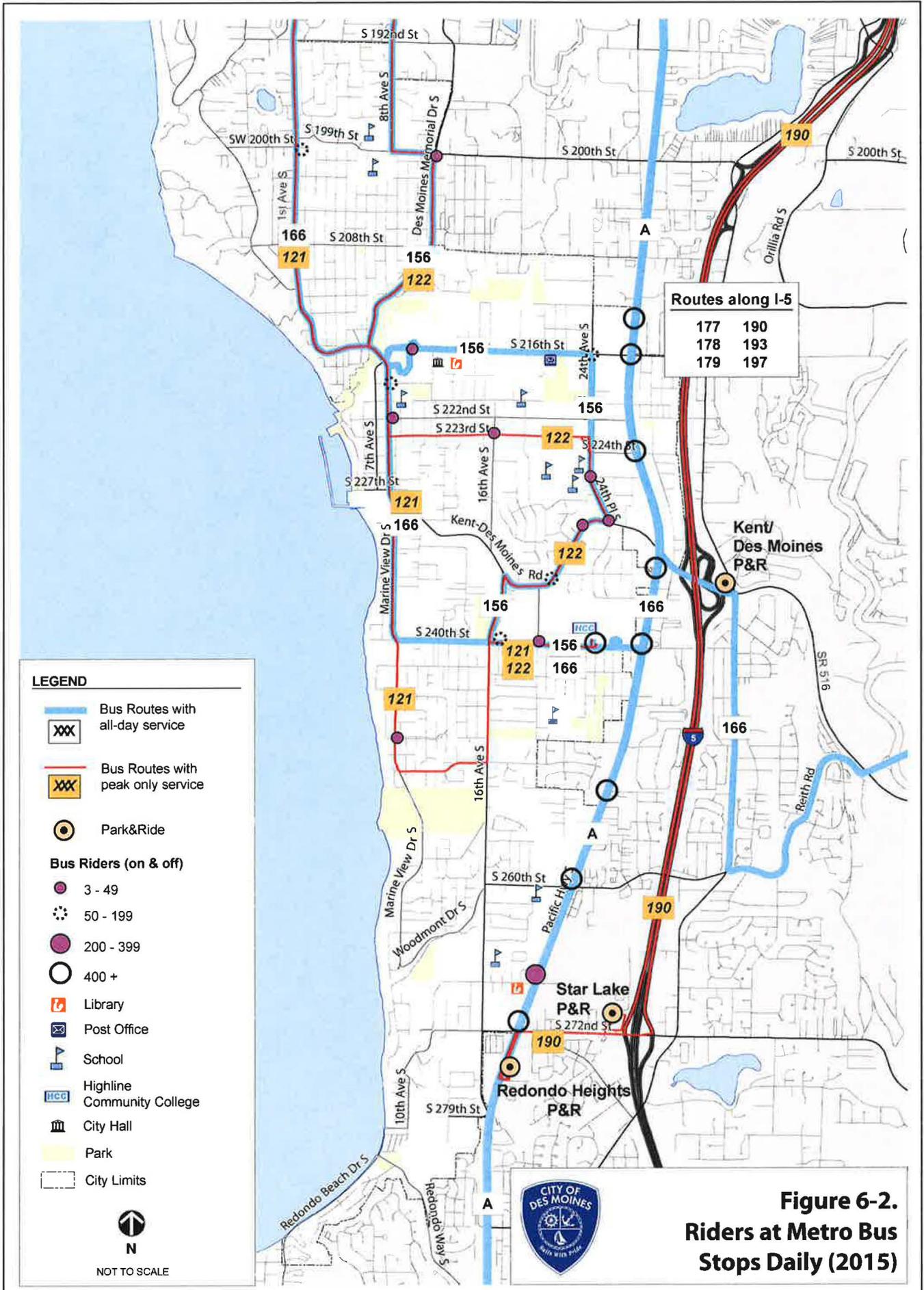
Ridership statistics indicate where the need is highest for service. The greatest number of boarding's and alighting's occur where a high level of service is provided and moderate to high population and/ or employment densities exist. High levels of ridership activity are also found at locations where convenient transfers are possible between routes and where automobile drivers access the transit system at park-and-ride facilities. **Figure 6-2** shows the location and the number of daily boarding's and alighting's on bus routes. The highest boarding activity within the City occurs along Pacific Highway S, notably near Highline Community College. The park and rides also see high ridership and are located outside the city limits.

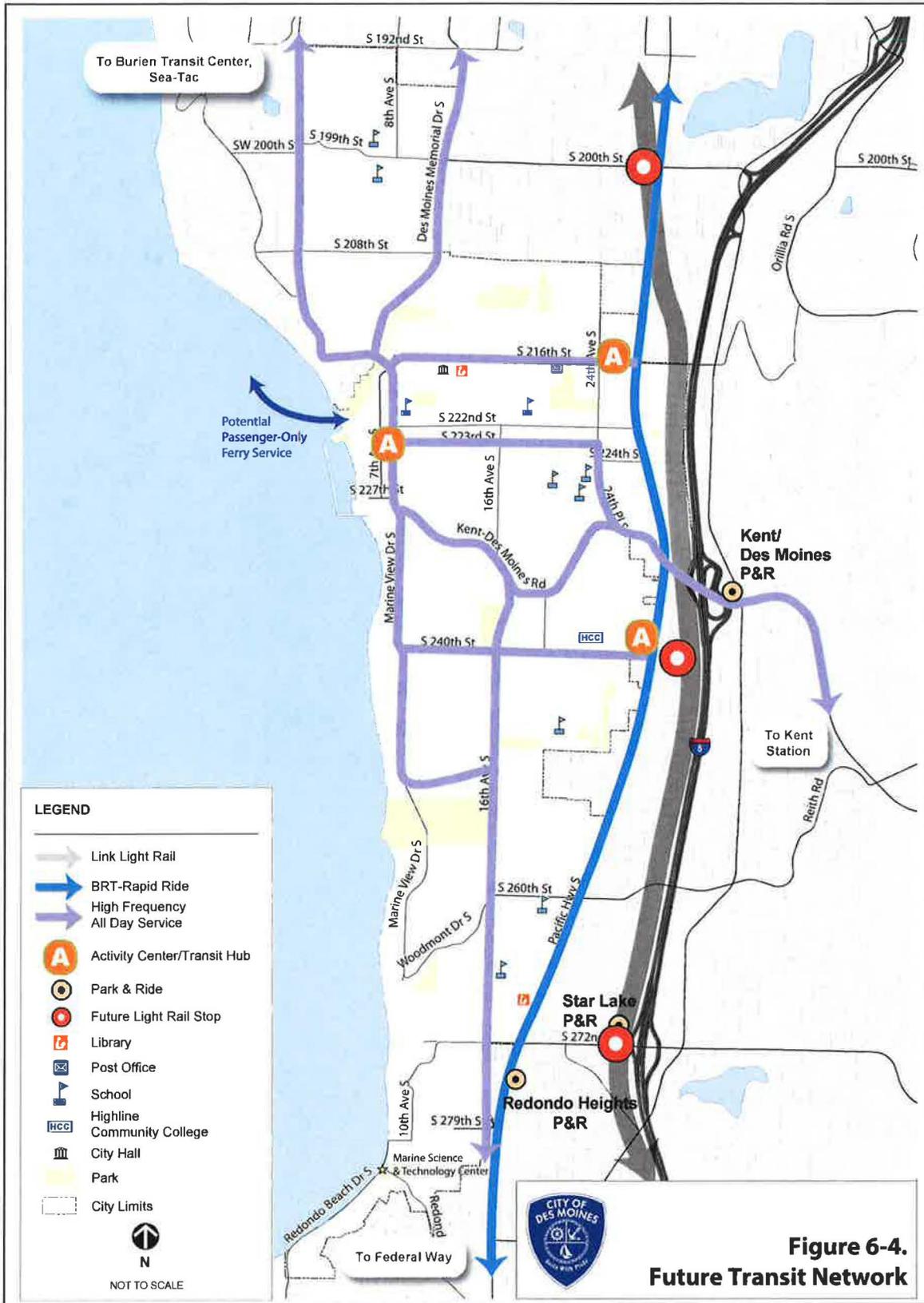
Figure 6-2: Riders at Metro Bus Stops Daily

TRANSIT RECOMMENDATIONS

Based on observed needs in the Des Moines area, the following regional and local services are identified in **Figure 6-4**. Current plans foresee light rail stops at S 200th St, S 240th St and Star Lake Park & Ride.

Figure 6-4: Future Transit Network





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TASK E: FUNDING

RECOMMENDED TRANSPORTATION PROJECTS

TABLE 8-1: RECOMMENDED PROJECTS (NEXT PAGE)

REVENUE ESTIMATES

TABLE 8-3: PROJECTED REVENUE FOR TRANSPORTATION IMPROVEMENTS

Funding Source	Potential 22-Year Total (2009-2030)
Existing Revenue Source	Range in \$ Millions
Grants	\$35 to 70
In-Lieu Fees	\$8 to 11
Local Improvement Districts	\$0 to 10
Motor Vehicle Fuel Tax	\$5 to 7
Interest Earnings	\$0.5 to 2
General Fund	\$0
Public Works Trust Fund Loan	\$0
Real Estate Excise Tax	\$3 to 13
Impact Fees	\$25 to 68
Transportation Benefit District	\$0 to 3
Total Revenue Forecasts from Existing Sources	\$76 to \$184 (Average \$130)

Transportation Costs (From Table 8-1)	Range in \$ Millions
Capital Costs	
Capacity Projects	
Non Capacity Projects	
Non Capital Costs	
Total Transportation Costs (2015-2040)	

Additional Revenue Needed from Other Sources	
---	--

Table 8-1

Recommended Projects

City of Des Moines

Project Type	Location	Project Description	Capacity	Safety	Operations	Development	Cost \$Million
Streets							
Arterial Widening Projects							
South 216th Street	Marine View Drive to Interstate 5	Widen to three lanes west of 19th Avenue South, to five lanes east of 19th Avenue South. Add bicycle lane, sidewalks and landscaping. Add signals and intersection improvements as warranted by development. See South 216th Corridor Study (March 2009).	X	X	X	X	\$24.2
24th Avenue South	South 208th Street to South 216th Street	Widen to five lanes with bicycle lane, sidewalks and landscaping.	X			X	\$8.9
24th Avenue South	South 216th Street to Kent-Des Moines Road	Widen to three lanes with bicycle lanes, sidewalks and landscaping. See 24th Avenue South Corridor Study (June 2009).	X	X		X	\$5.8
16th Avenue South	Kent-Des Moines Road to South 260th Street	Widen to three lanes with bicycle lanes, sidewalks and landscaping.	X	X	X	X	\$16.3
Kent-Des Moines Road	Marine View Drive to Pacific Highway South (SR 99)	Widen to three lanes west of 16th Avenue South and to five lanes east to Pacific Highway South with bicycle lanes, sidewalks and landscaping.	X	X	X		\$25.1
Roadway Connections							
16th Avenue South	South 216th Street to South 220th Street	Two-lane roadway connection – collector arterial. See Highest and Best Use Analysis of Historic SR 509 Corridor Study (March 2009)."			X	X	\$3.3
16th Avenue South	South 276th Street to Pacific Highway South (SR 99)	Two-lane roadway connection/re-alignment – principal arterial.			X	X	\$6.1
20th Avenue South	South 242nd Street to South 244th Street	Two-lane roadway connection – neighborhood collector.			X	X	\$1.5
24th/28th Avenue South (SeaTac)	South 200th Street (SeaTac) to South 208th Street	Create a 4-lane to 5-lane connection to SeaTac. Coordinate with City of SeaTac and WSDOT as part of SR-509 project.	X		X	X	-

[1] Included in South 216th Street Project [2] Included in 16th Avenue South Project [3] Included in 24th Avenue South Project [4] Included in Des Moines Memorial Drive Bike Lane Project.

[5] Red Light Camera Implementation is planned to be revenue-neutral. [6] Incorporated in Rapid Ride BRT Project. [7] ITS Plan being developed in-house.

Table 8-1

Recommended Projects

City of Des Moines

Project Type	Location	Project Description	Capacity	Safety	Operations	Development	Cost \$Million
Intersections							
South 216th Street	Pacific Highway South	Without SR 509 project: Add one shared left-through lane and right turn pockets eastbound and westbound.	X		X	X	[1]
South 216th Street	Pacific Highway South	With SR 509 project: Add eastbound and westbound through lanes. Retain eastbound right turn lane. Change eastbound and westbound left turn signal phasing to protected.	X		X	X	[1]
South 220th Street	Pacific Highway South	Widen for left turn pockets, adjust roadway profile and approach grades, and revise signal phasing to remove split phases.	X		X	X	\$0.7
Des Moines Memorial Drive	at South 200th Street	Add left turn pockets for all approaches, modify signal. Joint project with City of SeaTac	X	X	X		\$0.8
Des Moines Memorial Drive	at Marine View Drive and South 216th Street	Lengthen approach lanes, coordinate signal with Marine View Drive at 7th Avenue South. Also consider roundabout option.	X		X		\$2.5
Marine View Drive	at South 227th Street	Revise lane configuration to single eastbound right with overlap phase. Add second southbound through lane.	X	X	X		\$0.7
Marine View Drive	at Kent-Des Moines Road	Add second eastbound through lane through intersection.	X		X		\$3.0
Marine View Drive	at South 240th Street	Revise lane configuration, add westbound right turn pocket. Add signal or roundabout if warranted.	X		X		\$0.4
16th Avenue South	at South 240th Street	Add left turn pockets for all approaches.	X	X	X		[2]
16th Avenue South	at South 250th Street	Add eastbound right turn pocket.	X		X		-

[1] Included in South 216th Street Project [2] Included in 16th Avenue South Project [3] Included in 24th Avenue South Project [4] Included in Des Moines Memorial Drive Bike Lane Project.

[5] Red Light Camera Implementation is planned to be revenue-neutral. [6] Incorporated in Rapid Ride BRT Project. [7] ITS Plan being developed in-house.

Table 8-1

Recommended Projects

City of Des Moines

Project Type	Location	Project Description	Capacity	Safety	Operations	Development	Cost \$Million
24th Avenue South	at South 222nd Street	Monitor operation for future signal or other intersection treatment.	X		X		[3]
Safety & Operations							
8th Avenue South	at South 200th Street	Monitor operation for possible future signal or other treatment.		X	X		\$ 0.3
Des Moines Memorial Drive South	at South 208th Street	Add left turn pockets.		X	X		[4]
Des Moines Memorial Drive South	at South 212th Street	Add left turn pockets.		X	X		[4]
Marine View Drive/7th Avenue South	at South 216th Street	Optimize signal timing and coordinate with Des Moines Memorial Drive/Marine View Drive Intersection.		X			\$ 0.3
South 216th Street	at Pacific Highway South	Add red light camera enforcement.		X			[5]
Pacific Highway South	at South 224th Street	Change westbound left turn phasing to protected only		X			\$ 0.1
South 240th Street	at 20th Avenue South	Widen to provide two-way left-turn lane/ refuge pocket along segment. Widen to provide left turn lane at intersection. Improve sight distance at intersection. Install traffic signal if warranted.		X	X		\$ 1.7
South 240th Street (Kent)	at Pacific Highway South	Add dual left turn for eastbound approach, revise signal phasing. Coordinate with City of Kent.	X		X	X	Kent
South 260th Street (Kent)	at Pacific Highway South	Monitor safety and coordinate with City of Kent.		X			Kent
South 272nd Street	east of 16th Avenue South	Consider access control at development driveway access.		X	X	X	\$ 0.1

[1] Included in South 216th Street Project [2] Included in 16th Avenue South Project [3] Included in 24th Avenue South Project [4] Included in Des Moines Memorial Drive Bike Lane Project.

[5] Red Light Camera Implementation is planned to be revenue-neutral. [6] Incorporated in Rapid Ride BRT Project. [7] ITS Plan being developed in-house.

Table 8-1

Recommended Projects

City of Des Moines

Project Type	Location	Project Description	Capacity	Safety	Operations	Development	Cost \$Million
Kent-Des Moines Road	at Pacific Highway South	Improve vehicle detection and signal timing. Carry lane markings through intersection to better define channelization. Add red light camera enforcement.		X	X		\$ 0.1
Redondo Beach Drive South	at Redondo Way South	Monitor operation for possible future signal or other treatment.		X	X		\$ 0.5
System Preservation & Management							
Downtown Circulation Study	Downtown	Develop plan to maximize multi-modal use, pedestrian access and traffic operations.	X	X	X		\$ 0.1
Pacific Highway South	South 216th Street to South 272nd Street	Fiber optic signal interconnect.	X		X		[6]
Marine View Drive South	Des Moines Memorial Drive to Kent-Des Moines Road	Fiber optic signal interconnect.	X		X		\$ 0.30
Pavement Management Program	Citywide	Increase funding program for improvements.		X	X		\$ 30.80
Traffic Management Center	Public Works	Communication and coordination with WSDOT and King County Traffic Management Centers.	X	X	X		\$ 0.20
Traffic Calming Program	Citywide	Fund annual program for improvements.		X	X		\$ 1.10
Parking Management Plan	Downtown and HCC areas	Develop parking management strategy and apply program and actions.		X	X		\$ 0.20
ITS Plan	Arterial Streets	Develop and implement an ITS Plan for City arterials.			X		[7]
Sign and Signal Upgrades	Citywide	Continue to improve signs and traffic signals to meet MUTCD standards.	X	X	X		\$ 1.10

[1] Included in South 216th Street Project [2] Included in 16th Avenue South Project [3] Included in 24th Avenue South Project [4] Included in Des Moines Memorial Drive Bike Lane Project.

[5] Red Light Camera Implementation is planned to be revenue-neutral. [6] Incorporated in Rapid Ride BRT Project. [7] ITS Plan being developed in-house.

Table 8-1

Recommended Projects

City of Des Moines

Project Name/Location	Limits	Length (Miles)	Cost (\$Million)
Pedestrian Projects			
Downtown Commercial Streets	6th Avenue South, East-West cross streets	0.85	\$ 2.0
South 199th and South 200th Street	1st Avenue South to Des Moines Memorial Drive	0.74	\$ 1.8
8th Avenue South	South 194th Street to South 208th Street	0.86	\$ 2.0
South 208th Street	1st Avenue South to Des Moines Memorial Drive	0.7	\$ 1.6
South 222nd Street	Marine View Drive to 24th Avenue South	1.04	\$ 2.5
South 223rd Street	Marine View Drive to 24th Avenue South	1.04	\$ 2.5
South 220th Street	11th Avenue South to 16th Avenue South	0.48	\$ 1.1
9th Avenue South	South 220th Street to Kent-Des Moines Road	0.23	\$ 0.5
10th Avenue South	South 220th Street to Kent-Des Moines Road	0.61	\$ 1.5
16th Avenue South	South 220th Street to Kent-Des Moines Road	0.78	\$ 1.9
Marine View Drive	South 250th Street to Woodmont Drive South	1.05	\$ 2.5
Woodmont Drive South	Marine View Drive to 16th Avenue South	0.65	\$ 3.0
S 272nd Street and 10th Avenue South	16th Avenue South to Redondo Beach Drive	1.09	\$ 7.5
Redondo Beach Drive	Sidewalk to South City Limits	0.16	\$ 0.6
Curb Ramp Replacement Program	Citywide	-	\$ 0.8
Bicycle Projects			
16th Ave South Bike Lanes	South 250th Street to South 260th Street	0.65	[2]
24th Place South Bike Lanes	South 208th Street to Kent-Des Moines Road	1.38	[3]
South 224th Street Bike Lanes	24th Avenue South to Eastern City Limits	0.44	\$ 2.9
South 240th Street Bike Lanes	Marine View Drive South to Pacific Hwy South	1.26	\$ 6.0
South 216th Street Bike Lanes	Marine View Drive South to I-5	1.57	[1]
30th Avenue South Bike Lanes	Kent-Des Moines Road to South 231st Street	1.10	\$ 7.3
Kent-Des Moines Road Bikelanes	Marine View Drive South South 227th Street to Pacific Highway South	1.83	[8]
Dock Street Bike Lanes	South 227th Street to Cliff Avenue South	0.53	[9]
Des Moines Memorial Drive South Bike Lanes	South 216th Street to South 208th Street	0.63	\$ 5.5

[1] Included in South 216th Street Project [2] Included in 16th Avenue South Project [3] Included in 24th Avenue South Project [8] Included in Kent - Des Moines Road Project.

[9] Included in Marina Master Plan Implementation. [10] Included in 16th Ave S/ S 276th St extension project

Table 8-1

Recommended Projects

City of Des Moines

Project Name/Location	Limits	Length (Miles)	Cost (\$Million)
16th Avenue South	Pacific Hwy South to South 272nd Street	0.44	[10]
Bicycle Route Network and Wayfinding Signs	Citywide to Citywide	13.08	\$ 0.1
Barnes Creek Trail	South 216th Street to Kent-Des Moines Road	1.00	\$ 2.6
Transit			
Transit Hubs	Provide connections to other hubs in Des Moines and to other parts of the region – to the north, east and south.		
Downtown Transit Hub	Develop transit center hub in Downtown to provide convenient service to SeaTac Airport, Pacific Ridge transit hub and Midway/HCC transit hub, along with connections to Burien Transit Center and Kent Commuter Rail Station.		
Midway/Highline Community College Transit Hub/Station	Work with Highline Community College, King County Metro and the Envision Midway planning effort to locate and implement a transit hub, with connections to the Rapid Ride service on Pacific Highway South and other regional destinations, plus connections to Downtown Des Moines and Pacific Ridge transit hubs. Work with Sound Transit on station area planning for Midway Station.		
Pacific Ridge Transit Hub	Work with King County Metro and Sound Transit to develop transit hub near the intersection of Pacific Highway South and South 216th Street to serve the developing Pacific Ridge Neighborhood and the Des Moines Creek Business Park with connections to Midway/HCC and Downtown Des Moines transit hubs. This location could become a light rail stop.		

[1] Included in South 216th Street Project [2] Included in 16th Avenue South Project [3] Included in 24th Avenue South Project [8] Included in Kent - Des Moines Road Project.
 [9] Included in Marina Master Plan Implementation. [10] Included in 16th Ave S/ S 276th St extension project

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AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
 City of Des Moines, WA

SUBJECT: Draft Ordinance No. 16-103
 Transportation Impact Fee Rate Study Update

FOR AGENDA OF: August 18, 2016

ATTACHMENTS:

1. Draft Ordinance No. 16-103 Transportation Impact Fee Update

DEPT. OF ORIGIN: Planning, Building and Public Works

DATE SUBMITTED: August 10, 2016

CLEARANCES:

- Legal JK
- Finance N/A
- Marina N/A
- Parks, Recreation & Senior Services N/A
- Planning, Building & Public Works DJB
- Police N/A
- Courts N/A
- Economic Development _____

APPROVED BY CITY MANAGER FOR SUBMITTAL: AK / MM

Purpose and Recommendation

The purpose of this Agenda Item is for the City Council to consider Draft Ordinance No. 16-103 (Attachment 1) for enactment of an update to the Transportation Impact Fee Rate Study.

Suggested Motions

- Motion 1:** “I move to suspend rule 26(a) in order to enact Draft Ordinance 16-103 on First Reading.”
- Motion 2:** “I move to enact Draft Ordinance No. 16-103 updating the Transportation Impact Fee Rate Study.”

Background

The City’s current Comprehensive Transportation Plan (CTP) was adopted in June 2009 and serves as the twenty-year road map for the City of Des Moines’ transportation issues, setting policies, goals, and strategies that help guide decisions regarding the existing and envisioned transportation system. Periodic updates/amendments are required to ensure the growth assumptions and projections are reasonable and in line with actual employment and household growth in order that the transportation

needs are accurately being addressed and planned for. As a part of the CTP the City developed a list of projects and programs designed to accommodate growth planned for Des Moines through 2030. The list of projects that provide increased capacity was estimated to cost \$105M for the recommended transportation projects. The additional anticipated trip growth through 2030 was 9,751 vehicles.

The above projects produced a base rate of \$6,088 per new PM peak hour trip. The Council at that time chose to set the base rate at \$5,000 and provide a phase-in schedule beginning with \$2,500 the first year and gradually increasing the base rate over 4 years. Since 2010, there have been modifications to the phase-in schedule as a response to the economic recession during the years 2011 – 2013. Currently the base rate is \$6,060.25, however it is being applied at 85% of this value to equal \$5,151.21. Without Council action, the assessed impact fee per the current codified schedule would be 100% of the base rate in January 2017, roughly an increase of \$909 per new PM peak hour trip.

Discussion

In mid-2015, staff began working with Fehr and Peers to review and update as necessary the growth projections and transportation needs assumed in the 2009 CTP. The work was timely in that the City was also undergoing a comprehensive update to the City's Comprehensive Plan. The CTP amendment work reviewed and projected household and employment growth out to 2035, consistent with the Comprehensive Plan timeline. As a part of this update, Fehr and Peers was also tasked with updating the Transportation Impact Fee Rate Study (Exhibit A to Attachment 1). The updated list of projects that provide increased capacity is estimated to cost \$83M. The updated anticipated trip growth through 2035 is 7,600 vehicles.

The updated Transportation Impact Fee Rate Study provides the basis for the Transportation Impact Fee that is assessed to new development within the City.

The analysis to update the impact fee program started by identifying and confirming projects from the CTP that provide system capacity and therefore are eligible for impact fees and deleted completed projects from that last Transportation Impact Fee Rate Study. \$83 million in capacity projects remain on the impact fee project list.

The \$83 million was then split into 'city growth' and 'outside city growth' components using the City's travel demand model data. Using these data, the average percent of 'city growth' equaled 58 percent. This percentage is referred to as the 'City development share of cost'. The City development share, applied to the \$83 million of needed funds, yields an amount equal to \$48.5 million. This is the maximum allowable amount that can be charged to new development using impact fees.

The final step in the cost allocation process dealt with calculating the 'cost per new trip end' within Des Moines, derived by dividing the total eligible project cost by the total number of new PM peak hour trip ends based in Des Moines. A total of 7,600 new PM peak hour vehicle trip ends are estimated to occur within the City between 2015 and 2035. The analysis produced the following results.

Impact fee costs	\$ 48,480,000
Divided by:	
PM peak hour trip ends	÷ 7,600
Equals:	
Impact fee per PM peak hour trip end	\$ 6,380

The \$6,380 value represents the maximum allowable impact fee rate per trip to meet the GMA requirements. The figure below summarizes the cost allocation results. For discussion purposes, the dollar amounts shown in this figure are rounded values expressed in million dollars.

The impact fee program is citywide with the partial exception of the Pacific Ridge Neighborhood, which is subject to a Planned Action SEPA that requires new development to fund transportation projects in the area. Under the Planned Action, new development in 2016 pays \$4,892 per new trip in the south zone and \$2,507 per new trips in the north zone. Pacific Ridge residential development will continue to only pay the SEPA fees and will not pay the new citywide impact fees. Commercial developments will pay the citywide impact fees and receive a credit for the Pacific Ridge transportation mitigation identified in SEPA.

The current base impact fee rate is \$5,151.21. Below are current rates for sample land uses from the impact fee schedule based on the current base rate.

Single Family House (unit)	\$5,896.42
Office (sq. ft.)	\$18.36
Shopping Center (sq. ft.)	\$10.58
Industrial Park (sq. ft.)	\$6.50

Staff is recommending that the Council adopt the current 2016 base rate in place (\$5,151) even though the maximum allowable per the updated rate study is \$6,380.

Staff has discussed the draft Transportation Impact Fee Rate Study update with the Public Safety & Transportation Committee on February 4, 2016 and March 3, 2016. Direction was provided and staff was directed to bring the amendments to the full Council.

Alternatives

The City Council may:

1. Adopt the proposed Draft Ordinance.
2. Adopt the proposed Draft Ordinance with changes.
3. Decline to adopt the Draft Ordinance and remand the Draft Ordinance 16-103 back to the Public Safety and Transportation Committee for further work.

Financial Impact

N/A

Recommendation or Conclusion

None.

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CITY ATTORNEY'S FIRST DRAFT 08/04/2016**DRAFT ORDINANCE NO. 16-103**

AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON amending DMMC 12.40.060 and 12.40.100; adopting the February 2016 update of the Transportation Impact Fees Rate Study and amending the transportation impact fees on development activity.

WHEREAS, the Des Moines City Council ("Council") finds that new growth and development in the City of Des Moines will create additional demand and need for public facilities, and

WHEREAS, the City of Des Moines is authorized by chapter 82.02 RCW to require new growth and development within the City of Des Moines to pay a proportionate share of the cost of new facilities to serve such new development activity through the assessment of transportation impact fees, and

WHEREAS, the transportation impact fees assessed pursuant to chapter 82.02 RCW must be based upon a showing that new growth and development creates additional demand and need for public facilities, that the impact fees do not exceed a proportionate share of the costs of such additional public facilities, and that the fees are spent for facilities reasonably related to the new growth and development, and

WHEREAS, the City of Des Moines is authorized by chapter 82.02 RCW to impose transportation impact fees for system improvement costs previously incurred by the City of Des Moines to the extent that new growth and development will be served by previously constructed improvements, and

WHEREAS, transportation impact fees may be collected and spent for system improvements that are included within a capital facilities plan element of a comprehensive plan, and

WHEREAS, the City of Des Moines has adopted a list of transportation capital facilities in the Transportation Element of the Comprehensive Plan which list is also adopted by reference in the Capital Facilities Plan Element, and

WHEREAS, the City of Des Moines updated its Comprehensive Plan on November 12, 2009, and

Ordinance No. _____
Page 2 of 7

WHEREAS, the City of Des Moines has conducted extensive research and analysis documenting the procedures for measuring the impact of new growth and development on public streets and roads, and has prepared the report "Rate Study for Transportation Impact Fees, 2009 Update City of Des Moines" dated August 17, 2009 ("Rate Study") for years 2009 through 2030 which serves as the basis for the actions taken by the Council, and

WHEREAS, the City recently updated the Comprehensive Plan in 2015 which included housing and employment growth targets through 2035, and

WHEREAS, the City recently has produced amendments to the Comprehensive Transportation Plan, February 1, 2016, and

WHEREAS, the City of Des Moines has conducted a "Transportation Impact Fee Rate Study Update, February 2016", and

WHEREAS, the Rate Study Update utilizes a methodology for calculating transportation impact fees which fulfills all of the requirements of RCW 82.02.060(1), and

WHEREAS, the City Council finds that the amendment contained in this Ordinance is appropriate and necessary; now therefore,

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

Sec. 1. DMMC 12.40.060 and section 119 of Ordinance No. 1578 are amended to read as follows:

Adopted by reference. The "~~Rate Study for Transportation Impact Fees Rate Study, 2009 Update, City of Des Moines,~~" dated ~~August 17, 2009~~ February 2016, is hereby adopted as set forth in Exhibit A1, which is attached to ~~the~~ this Ordinance, codified in this chapter, and incorporated herein by reference.

Ordinance No. ____
Page 3 of 7

Sec. 2. DMMC 16.40.100 as amended by section 123 of Ordinance No. 1578 as amended by section 1 of Ordinance No. 1588 is amended to read as follows:

Imposition of transportation impact fees on development activity.

(1) The City hereby authorizes the assessment and collection of transportation impact fees on development activity within the City, based on the methodology described in the rate study. The maximum allowable transportation impact fee rate established by the rate study is ~~\$6,0886,380~~. Instead of setting the base rate at this level, the base rate for the calendar year ~~2009~~2016 is established at ~~\$5,0005,151.21~~ per new p.m. peak hour trip. The base transportation impact fee rate is subject to annual adjustment in accordance with subsection (5) of this section. Accordingly, using the methodology described in the rate study, the Department will annually update the fee schedule identified in the rate study, and make the fee schedule available for public use.

(2) The collection of transportation impact fees will be modified for those subareas of the Pacific Ridge Zone that are also subject to SEPA mitigation fees pursuant to Exhibit B of Ordinance No. 1298, as presently written or as subsequently amended or revised.²

(3) Transportation impact fee rates are based upon the formula for calculating the proportionate share of the cost of the system improvements, including the costs of previously constructed system improvements, necessitated by new development to be borne by transportation impact fees, which formulas are described in the rate study.

(4) The City Council may review the base transportation impact fee rate set forth in subsection (1) of this section at any time the City Council deems appropriate, including, but not

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limited to, the update of the capital facilities element of the City's comprehensive plan, and the council may adjust the transportation impact fee base rate as the council deems just and appropriate, up to the maximum rate identified in the rate study.

(5) The Planning, Building and Public Works Department will annually adjust the transportation impact fee base rate based on the construction cost index for the Seattle area as reported in the Engineering News Record periodical, typically in March. ~~The first adjustment will occur in March 2010.~~

~~(6) The transportation impact fee shall be phased in as follows. The base rate identified in subsection (1) of this section shall be at 50 percent through December 31, 2011, as adjusted in accordance with subsection (5) of this section. For the calendar year 2012, 2013, and 2014, the transportation impact fee shall be 55 percent of the then-current base rate; for the calendar year 2015, the transportation impact fee shall be 70 percent of the then-current base rate; for the calendar year 2016, the transportation impact fee shall be 85 percent of the then-current base rate; for the calendar year 2017 and thereafter, the transportation impact fee shall be 100 percent.~~

(76) For a change in use of an existing building or dwelling, including any alteration, expansion, replacement or new accessory living quarters, the net transportation impact fees shall be the applicable transportation impact fees calculated for the land use category of the new use, reduced by an amount equal to the current transportation impact fees calculated for the prior use.

(87) No reduction based on prior use shall be made for a vacant structure or a vacant property that once contained a structure if the structure or property had been vacant for more than 10 years.

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(98) For mixed use developments, transportation impact fees shall be imposed for the proportionate share of each applicable land use.

(109) The transportation impact fees imposed pursuant to this chapter shall be assessed by the City. A preliminary assessment will be provided by the Department during the review and approval of a given development activity, typically a building permit application or a permit for a change in land use. A final assessment, based upon the transportation impact fee rate in effect as of the date the actual permit is issued, shall be made by the Department, and the fee shall be due and payable in full at the time of issuance of the permit. Failure to pay the transportation impact fees for a given development activity at the time that such transportation impact fees are due and payable shall result in denial of the permit for which the applicant has applied.

(110) Development activities that have been allowed credits prior to the submittal of the complete building permit application or an application for a permit for a change in land use shall submit, along with the complete application, a copy of the letter or certificate issued by the Planning, Building and Public Works Director pursuant to DMMC 12.40.130 setting forth the dollar amount and basis of the approved credit. The net transportation impact fees, as determined after the reduction of appropriate credits, shall be collected from the applicant in accordance with subsection (10) of this section.

(121) Where the transportation impact fees imposed are determined by the square footage of the development, the Department may at its discretion or at the written request of the feepayer review the constructed development prior to the issuance of a certificate of occupancy or an occupancy permit to confirm that the square footage of the constructed development is consistent with the square footage

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used to determine the final assessment and payment of the transportation impact fee. If the final square footage of the development is in excess of the square footage used to determine the final assessment and payment of the transportation impact fee, any difference will be due prior to the issuance of a certificate of occupancy or an occupancy permit, using the transportation impact fee rate in effect at that time. If the final square footage is less than the square footage used to determine the final assessment and payment of the transportation impact fee, the Department shall give a refund for the difference.

NEW SECTION. Sec. 2. Severability - Construction.

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

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

NEW SECTION. Sec. 3. 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 in accordance to law.

PASSED BY the City Council of the City of Des Moines this _____ day of _____, 2016 and signed in authentication thereof this _____ day of _____, 2016.

M A Y O R

APPROVED AS TO FORM:

Interim City Attorney

Ordinance No. _____
Page 7 of 7

ATTEST:

City Clerk

Published: _____

Exhibit A

**Transportation Impact Fee Rate Study
Update**

**Prepared for:
City of Des Moines**

February 2016

SE15-0402

FEHR & PEERS
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CHAPTER 1: INTRODUCTION

The City of Des Moines is updating its transportation impact fee program. The City's impact fee program was last updated in 2009. Over the past six years, the City has used its transportation impact fee program to fund a variety of projects. In 2015, the City updated its Comprehensive Transportation Plan, which included a new 20 year project list.

To reflect the new Transportation Element project list, as well as updated assumptions around future growth and project costs, the City is updating its transportation impact fee program. This Transportation Impact Fee Rate Study documents the updated program, including the revised transportation impact fee rate schedule.

IMPACT FEE STRUCTURE

The key steps involved in the impact fee process are shown in **Figure 1**. Steps include developing a list of roadway system improvements and costs, allocating growth-related costs within the City, and identifying available funding. The remaining costs can be charged as impact fees, which are displayed in the form of a fee schedule. Each step is described in more detail in subsequent sections of this report.

DATA ROUNDING

The data in this study were prepared using computer spreadsheet software. In some tables in this study, there will be very small variations from the results that would be obtained using a calculator to compute the same data. The reason for these insignificant differences is that the spreadsheet software calculated the results to more places after the decimal than is reported in the tables in the report.

Figure 1. Steps to Develop a Traffic Impact Fee Program



CHAPTER 2: IMPACT FEE PROJECT LIST

Washington State law (RCW 82.02.050) specifies that Transportation Impact Fees are to be spent on “system improvements.” System improvements can include physical or operational changes to existing roadways, as well as new roadway connections that are built in one location to benefit projected needs at another location. These are generally projects that add capacity such as new streets, additional lanes, widening, and signalization.

During the City's 2015 Transportation Element Update, the City identified projects needed by 2035 to meet the adopted Level of Service (LOS) standards. In addition, the city has recently completed projects that add capacity to the transportation system as part of the Transportation Improvement Program (TIP). These capital projects form the basis for the City's impact fee project list. The resulting project list, shown in **Table 1**, includes 23 projects and \$83 million total in costs. These projects are also shown in **Figure 2**. The GMA allows for Impact Fee Programs to include recently completed projects so long as they still provide capacity to accommodate future growth.

TABLE 1. LIST OF TRANSPORTATION CAPACITY PROJECTS

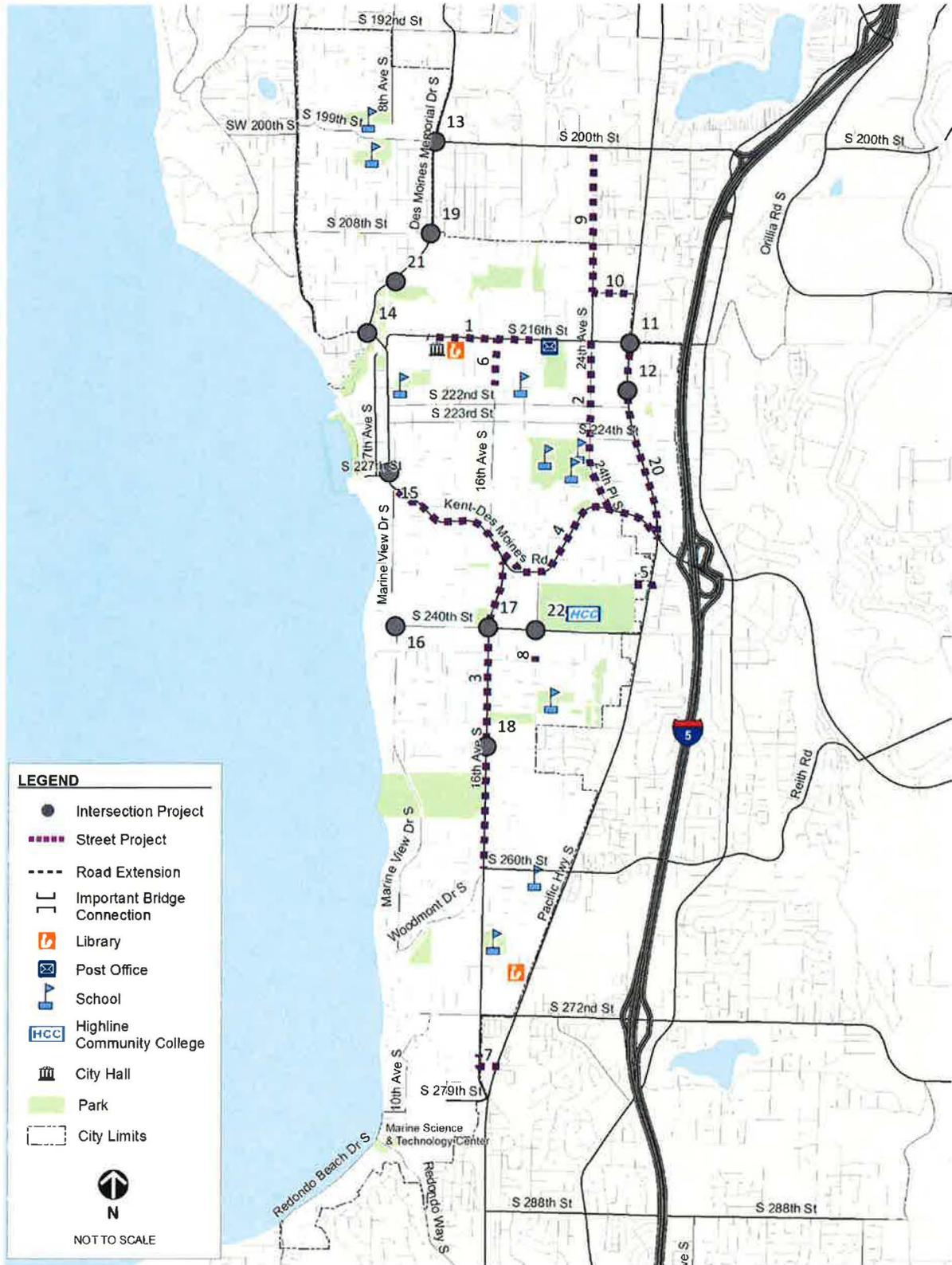
Project#	Project Group	Project	Location	Description	Total Cost (\$2015)
1	C	South 216th Street	11th Avenue South to 18th Avenue South	Widen to three lanes. Add bicycle lane, sidewalks and landscaping. Add signals and intersection improvements as warranted by development.	\$6,000,000
2	C	24th Avenue South	South 216th Street to Kent-Des Moines Road	Widen to three lanes with bicycle lanes, sidewalks and landscaping.	\$6,530,000
3	A	16th Avenue South	Kent-Des Moines Road to South 260th Street	Widen to three lanes with bicycle lanes, sidewalks and landscaping.	\$18,360,000

Project#	Project Group	Project	Location	Description	Total Cost (\$2015)
4	B	Kent-Des Moines Road	Marine View Drive to Pacific Highway South (SR 99)	Widen to three lanes west of 24th Avenue South and to five lanes east to Pacific Highway South with bicycle lanes, sidewalks and landscaping.	\$28,270,000
5	A	South 236th Lane	Highline College to Pacific Highway South	Widen to three lanes with bicycle lanes, sidewalks, and landscaping	\$700,000
6	A	16th Avenue South	South 216th Street to South 220th Street	Two-lane roadway connection – collector arterial.	\$3,720,000
7	A	16th Avenue South	South 276th Street to Pacific Highway South (SR 99)	Two-lane roadway connection/re-alignment – principal arterial.	\$6,870,000
8	A	20th Avenue South	South 242nd Street to South 244th Street	Two-lane roadway connection – neighborhood collector.	\$1,690,000
9	C	24th/28th Avenue South (SeaTac)	South 200th Street (SeaTac) to South 208th Street	Create a 4-lane to 5-lane connection to SeaTac.	\$100,000

Project#	Project Group	Project	Location	Description	Total Cost (\$2015)
10	C	South 212th Street	24th Avenue South to Pacific Highway South	Create a 3-lane connection to SR-99 to serve adjacent industrial and commercial properties.	\$2,000,000
11	C	South 216th Street	Pacific Highway South	Add eastbound and westbound through lanes. Retain eastbound right turn lane. Change eastbound and westbound left turn signal phasing to protected.	Included in 16th Avenue South Project
12	C	South 220th Street	Pacific Highway South	Widen for left turn pockets, adjust roadway profile and approach grades, and revise signal phasing to remove split phases.	\$790,000
13	D	Des Moines Memorial Drive	at South 200th Street	Add left turn pockets for all approaches, modify signal.	\$350,000
14	D	Des Moines Memorial Drive	at Marine View Drive and South 216th Street	Lengthen approach lanes, coordinate signal with Marine View Drive at 7th Avenue South.	\$2,820,000
15	B	Marine View Drive	at South 227th Street	Revise lane configuration to single eastbound right with overlap phase. Add second southbound through lane.	\$790,000
16	A	Marine View Drive	at South 240th Street	Revise lane configuration, add westbound right turn pocket. Add signal or roundabout if warranted.	\$1,500,000
17	A	16th Avenue South	at South 240th Street	Complete left turn pockets for all approaches.	Included in 16th Avenue South Project

Project#	Project Group	Project	Location	Description	Total Cost (\$2015)
18	A	16th Avenue South	at South 250th Street	Add eastbound right turn pocket.	\$100,000
19	D	Des Moines Memorial Drive South	at South 208th Street	Add left turn pockets.	Included in Des Moines Memorial Drive Bike Lane Project.
20	C	Pacific Highway South	Des Moines City Limits	Widened to add HOV, intersection improvements, and installed signals. Completed in 2005.	\$ 210,000
21	D	Des Moines Memorial Drive South	at South 212th Street	Add left turn pockets.	Included in Des Moines Memorial Drive Bike Lane Project.
22	A	South 240th Street	at 20th Avenue South	Widen to provide two-way left-turn lane/ refuge pocket along segment. Widen to provide left turn lane at intersection. Install traffic signal if warranted.	\$1,910,000
23	C	Marine View Drive South	Des Moines Memorial Drive to Kent-Des Moines Road	Fiber optic signal interconnect.	\$340,000
TOTAL					\$83,050,000

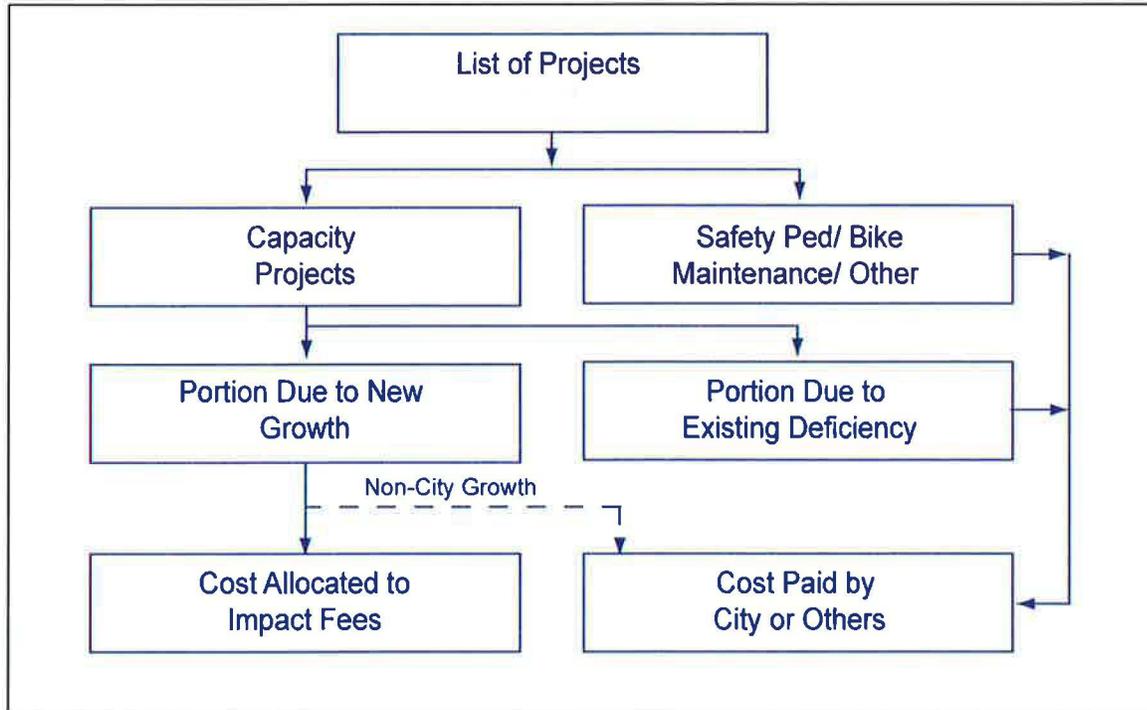
FIGURE 2. TRANSPORTATION IMPACT FEE PROJECTS



CHAPTER 3: COST ALLOCATION

The City used an impact fee methodology that distinguishes between facility improvements that address existing deficiencies and those needed to serve new growth. **Figure 3** diagrams the process.

FIGURE 3. IMPACT FEE COST ALLOCATION CONCEPT



TRANSPORTATION DEFICIENCIES

RCW 82.02.050(4) (a) requires that the capital facilities element of a jurisdiction’s comprehensive plan identify “deficiencies in public facilities serving existing development.” Future development cannot be held responsible for the portion of added roadway capacity needed to serve existing development.

The City’s 2015 Transportation Element established a LOS standard that is based on average vehicular delay experienced at intersections throughout the city. Intersections are considered deficient if average delay exceeds LOS D, with the exception of intersections along major arterials and in Downtown Des Moines¹. As shown in **Appendix A**, none of the intersections currently exceed their standard, thus there are no existing deficiencies.

¹ Des Moines Comprehensive Transportation Plan (page 4-15).

TRAVEL GROWTH

The City's travel demand model was used in this study to prepare traffic forecasts. The model generated "PM peak hour" vehicle trips based on housing and employment data. Then the model distributed the trips between different zones within the region. Finally, the model assigned the trips to the roadway network to predict traffic volumes.

A 20-year land use growth estimate was used in the forecasts. **Table 2** shows Des Moines land uses in terms of housing units (single family and multi-family) and employment (retail, office, and industrial) growth anticipated between 2015 and 2035.

Using these land use forecasts, it is estimated that 6,038 new PM peak hour vehicle trip ends would be generated within the City during the 20-year period. This growth in vehicle trip ends was used to calculate the impact fee rates.

TABLE 2. DES MOINES POPULATION AND EMPLOYMENT GROWTH

	Growth 2015-2035	% Growth
Households	3,866	31%
Employment	5,071	81%

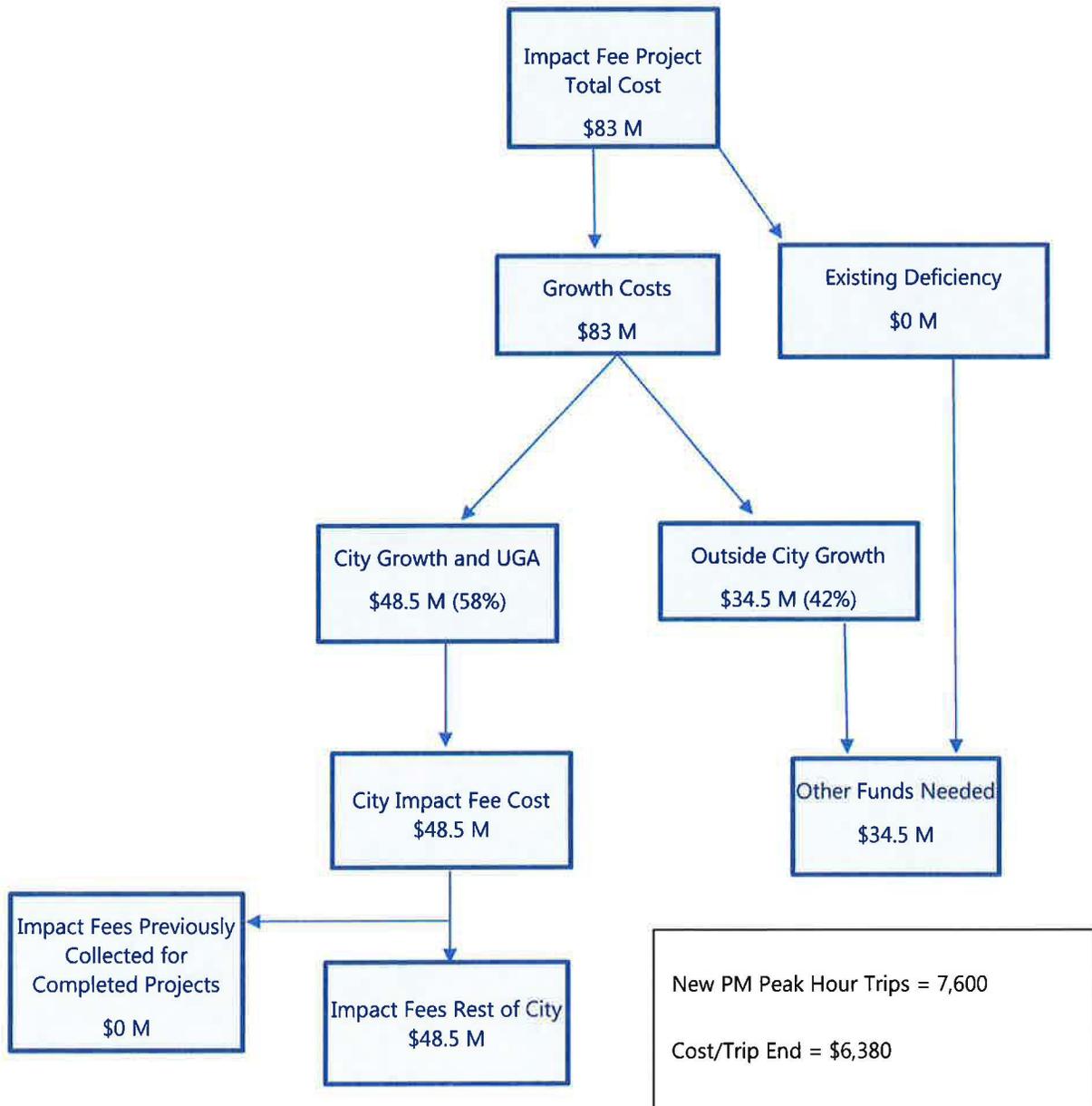
Includes land uses in the Urban Growth Area

COST ALLOCATION RESULTS

The cost allocation process distributed the growth costs for each project based upon the travel patterns between the different geographic areas within and outside the City limits. A "select link" assignment procedure provided the origin and destination information for each vehicle trip traveling through the intersection or route. Trips that pass through Des Moines, but do not have any origins or destinations internal to Des Moines (e.g. through trips) cannot be included in the calculation of impact fees.

Figure 4 summarizes the cost allocation results. For discussion purposes, the dollar amounts shown in this figure and the following text descriptions are approximate values expressed in million dollars. The actual amounts used in the calculations are accurate to a single dollar.

Figure 4 **Impact Fee Cost Allocation Results**



The total cost of the capacity projects on the capacity project list is \$83 million, as previously shown in **Table 1**. This was divided into growth costs and existing deficiencies; however, there are no deficiencies and that cost is \$0. The growth costs were further divided into 'city growth' and 'outside city growth' components using the City's traffic model data. The details of this calculation are shown in **Appendix B**.

Using these data, the average percent of City growth responsibility is 58 percent. The City growth percentage, applied to the \$83 million project list, yielded an amount equal to \$48.5 million to be funded using impact fees. The remaining \$34.5 million would be expected to be obtained from city funds, grants or reciprocal impact fees from King County.

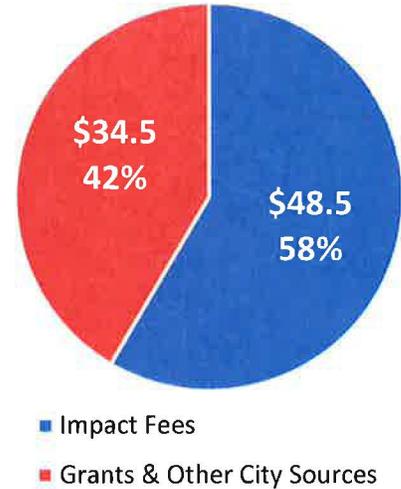
Any fees collected from city developers to pay for reciprocal impacts to County roads would be assessed in addition to the proposed City Transportation Impact Fees².

² Any fees collected from city developers to pay for reciprocal impacts to County roads would be assessed in addition to the proposed City Transportation Impact Fees

As shown in **Figure 5**, the impact fees would constitute 58 percent of the total \$83 million cost of the improvement projects. City matching funds, new grants, and other sources would contribute the remaining 42 percent of the total project costs.

The final step in the cost allocation process dealt with calculating the "cost per new trip end" within Des Moines, derived by dividing the total eligible project cost by the total number of new PM peak hour trip ends based in Des Moines. A total of 7,600 new PM peak hour vehicle trip ends are estimated to occur within the City between 2015 and 2035.

FIGURE 5. IMPACT FEE PROGRAM FUNDING SOURCES



The analysis produced the following results.

Impact fee costs	\$48,480,000
New PM peak hour trip ends	÷ 7,600
Cost per new trip end	= \$6,380 ³

³ Actual value= \$6,376 per trip end without rounding

CHAPTER 4 - IMPACT FEE SCHEDULE

The impact fee schedule was developed by adjusting the "cost per trip end" information to reflect differences in trip-making characteristics for a variety of land use types within the study area. The fee schedule is a table where fees are represented as dollars per unit for each land use category. **Table 3** shows the various components of the fee schedule (trip generation rates and new trip percentages).

TRIP GENERATION COMPONENTS

Trip generation rates for each land use type are derived from the Institute of Transportation Engineers (ITE) *Trip Generation* (9th Edition). The rates are expressed as vehicle trips entering and leaving a property during the PM peak hour.

PASS-BY TRIP ADJUSTMENT

The trip generation rates represent total traffic entering and leaving a property at the driveway points. For certain land uses (e.g., general retail), a substantial amount of this traffic is already passing by the property and merely turns into and out of the driveway. These pass-by trips do not significantly impact the surrounding street system and therefore are subtracted out prior to calculating the impact fee. The resulting trips are considered "new" to the street system and are therefore subject to the impact fee calculation. The "new" trip percentages are derived partially from ITE data and from available surveys conducted around the country.⁴

SCHEDULE OF RATES

The impact fee schedule of rates is shown in **Table 3**, as well as the various components of the fee schedule. In the fee schedule, fees are shown as dollars per unit of development for various land use categories, as defined in **Appendix C**. The impact fee program is flexible in that if a use does not fit into one of the categories, an impact fee can be calculated based on the development's projected trip generation.

⁴ Trip Generation Sources: ITE *Trip Generation* (9th Edition); ITE *Trip Generation Handbook: An ITE Proposed Recommended Practice*,(2014);

Table 3: Impact Fee Schedule

Land Uses	Unit of Measure ¹	Basic Rate PM Peak Trips/Unit ²	New Trips % ³	New Trip Rate	Impact Fee Rate
Single Family (1 or 2 dwellings)	dwelling	1	100%	1	\$6,376
Multi Family (3 or more dwellings)	dwelling	0.57	100%	0.57	\$3,635
Senior Housing	dwelling	0.27	100%	0.27	\$1,722
Commercial Services	SF GFA	3.98	100%	3.98	\$25.38
School	student	0.13	100%	0.13	\$829
Institutional	SF GFA	0.74	100%	0.74	\$4.72
Light Industry/ Industrial Park	SF GFA	0.91	100%	0.91	\$5.80
Warehousing/Storage	SF GFA	0.45	100%	0.45	\$2.87
Restaurant	SF GFA	9.02	56%	5.05	\$32.21
General Retail	SF GFA	3.71	66%	2.45	\$15.61
Supermarket	SF GFA	9.48	64%	6.07	\$38.69
Administrative Office	SF GFA	1.49	100%	1.49	\$9.50
Medical Office/Dental Clinic	SF GFA	3.57	100%	3.57	\$22.76

1: For uses with unit of measure in "SF GFA" the impact fee is dollars per square foot, and Trip rate is given as trips per 1000 sqft

2: ITE Trip Generation (9th Edition): 4-6 PM Peak Hour Trip Ends

3: Excludes pass-by trips: see "Trip Generation Handbook: An ITE Proposed Recommended Practice" (2014)

SF= Square Foot GFA= Gross Floor Area

APPENDIX A: DEFECIENCY CALCULATION

EXHIBIT A: TRANSPORTATION DEFICIENCY CALCULATION

ID	Intersection	Existing LOS	LOS Standard	Existing Deficiency %
1	S 216th St/Pacific Highway S (SR 99)	D	F	0
2	S 220th St/Pacific Highway S (SR 99)	B	E	0
3	S 224th St/Pacific Highway S (SR 99)	C	E	0
4	SR 516 (Kent-Des Moines Rd)/Pacific Highway S (SR 99)	F	F	0
5	S 216th St/24th Ave S	B	D	0
6	SR 509 (Marine View Drive/S 216th Street)/Des Moines Memorial Dr	D	E	0
7	7th Ave S/Marine View Dr (SR 509)	C	E	0
8	S 227th St/Marine View Dr (SR 509)	D	E	0
9	Marine View Dr (SR 509)/8th Ave S	B	E	0
10	S 240th St/16th Ave S	B	D	0
11	S 272nd St/16th Ave S	D	D	0
12	S 216th St/11th Ave S	C	D	0
13	S 220th St/Marine View Dr (SR 509)	C	E	0
14	S 222nd St/Marine View Dr (SR 509)	E	E	0
15	S 240th St/Marine View Dr	D	D	0
16	Redondo Wy/Redondo Beach Dr	B	F	0
17	S 250th St/16th Ave	D	D	0

APPENDIX B: COST ALLOCATION RESULTS

The cost allocation results are summarized in this appendix. **Exhibit B** illustrates how the impact fee project costs (shown in Table 1) were divided into growth-related costs attributable to the City. In order to determine this proportion, the City's travel demand model was used to identify the portion of trip-making associated with existing and growth-related traffic. A technique called "select-link" analysis was used to isolate the vehicle trips using each of the impact fee projects. Each project used a specific select link. After the percentage of Des Moines trips and external trips were calculated, the cost of each project was multiplied by the percent of new traffic due to growth within the City. This, as well as the sum of the results, can be seen in **Exhibit B**.

Exhibit C shows several 'project groups' (the first column of **Exhibit B**), which represent the grouping of impact fee projects used in the select link traffic forecasts. Each project group includes impact fee projects that are located within close proximity to each other, representing similar traffic patterns.

Exhibit B List of Transportation Capacity Projects

Project #	Project Group	Project	Location	Total Cost	Percent of New Project Traffic due to Growth within City	Project Costs Allowable for Impact Fees
1	C	South 216th Street	11th Avenue South to 18th Avenue South	\$6,000,000	56%	\$3,336,000
2	C	24th Avenue South	South 216th Street to Kent-Des Moines Road	\$6,531,742	56%	\$3,631,649
3	A	16th Avenue South	Kent-Des Moines Road to South 260th Street	\$18,356,447	63%	\$11,491,136
4	B	Kent-Des Moines Road	Marine View Drive to Pacific Highway South (SR 99)	\$28,266,677	55%	\$15,659,739
5	A	South 236th Lane	Highline College to Pacific Highway South	\$700,000	63%	\$438,200
6	A	16th Avenue South	South 216th Street to South 220th Street	\$3,716,336	63%	\$2,326,426
7	A	16th Avenue South	South 276th Street to Pacific Highway South (SR 99)	\$6,869,591	63%	\$4,300,364
8	A	20th Avenue South	South 242nd Street to South 244th Street	\$1,689,244	63%	\$1,057,467
9	C	24th/28th Avenue South (SeaTac)	South 200th Street (SeaTac) to South 208th Street	\$100,000	56%	\$55,600
10	C	South 212th Street	24th Avenue South to Pacific Highway South	\$2,000,000	56%	\$1,112,000
11	C	South 216th Street	Pacific Highway South		56%	Included in 16th Avenue South Project

12	C	South 220th Street	Pacific Highway South	\$788,314	56%	\$438,302
13	D	Des Moines Memorial Drive	at South 200th Street	\$350,000	53%	\$186,900
14	D	Des Moines Memorial Drive	at Marine View Drive and South 216th Street	\$2,815,406	53%	\$1,503,427
15	B	Marine View Drive	at South 227th Street	\$788,314	55%	\$436,726
16	A	Marine View Drive	at South 240th Street	\$1,500,000	63%	\$939,000
17	A	16th Avenue South	at South 240th Street		63%	Included in 16th Avenue South Project
18	A	16th Avenue South	at South 250th Street	\$100,000	63%	\$62,600
19	D	Des Moines Memorial Drive South	at South 208th Street		53%	Included in Des Moines Memorial Drive Bike Lane Project.
20	C	Pacific Highway South	Des Moines City Limits	\$212,000	56%	\$117,872
21	D	Des Moines Memorial Drive South	at South 212th Street	0	53%	Included in Des Moines Memorial Drive Bike Lane Project.
22	A	South 240th Street	at 20th Avenue South	\$1,914,476	63%	\$1,198,462
23	C	Marine View Drive South	Des Moines Memorial Drive to Kent-Des Moines Road	\$337,849	56%	\$187,844
TOTAL				\$83,036,395		\$48,479,713

EXHIBIT C LIST OF TRANSPORTATION CAPACITY PROJECTS

Project Group	Project Group Description	Project Total Costs	Percent of New Project Traffic due to Growth within City	Project Costs Allowable for Impact Fees
A	Project Group A: South Des Moines	\$34,846,094	63%	\$3,336,000
B	Project Group B: Kent-Des Moines Road	\$29,054,990	55%	\$3,631,649
C	Project Group C: Central and Northeast Des Moines	\$15,969,904	56%	\$11,491,136
D	Project Group D: Northwest Des Moines	\$3,165,406	53%	\$15,659,739
TOTAL		\$83,036,395		\$48,479,713

APPENDIX C: LAND USE DEFINITIONS

The following land use definitions are derived from the ITE *Trip Generation* (9th Edition). They have been modified as appropriate for the City of Des Moines.

RESIDENTIAL

Single Family: One or more detached housing units located on an individual lot. Also includes accessory dwelling units and duplexes. (ITE # 210)

Multi Family: A building or buildings designed to house three or more families living independently of each other. Includes apartments, condos and attached townhouses. (ITE # 220, 221, 230, 233)

Senior Housing: Residential units similar to apartments or condominiums restricted to senior citizens. (ITE # 251, 255)

COMMERCIAL-SERVICES

The following land use categories fall under the impact fee category “Commercial Services” The rate of 3.98 trips per ksf is based on the average of rates for Auto Care Center, Movie Theater, and Health Club GFA, which represent a broad variety of uses.

- Walk-in Bank (ITE # 911)
- Drive-in Bank (ITE # 912)
- Hair Salon (ITE # 918)
- Copy, Print and Express Ship Store (ITE # 920)
- Drinking Place (ITE # 925)
- Coffee/Donut Shop (ITE # 936, 937, 938)
- Bread/Donut/Bagel Shop (ITE # 939, 940)
- Automobile Care Center (ITE # 942)
- Automobile Parts and Service Center (ITE # 943)
- Automated Car Wash (ITE # 948)
- Health/Fitness Club (ITE # 492, 493)

COMMERCIAL-INSTITUTIONAL

School: The following land use categories fall under the impact fee category “school”. The rate is based on the “High School” ITE trip generation, due it to being most like other types of schools in Des Moines.

- Elementary School (ITE # 520)

- Middle School/Junior High School (ITE # 522)
- High School (ITE # 530)
- Private School (ITE # 534, 536)

Institutional: The following land use categories all fall under the impact fee category "Institutional". The rate of 0.74 trips per ksf is based on the average of rates for Church, and Hospital.

- Church (ITE # 560)
- Day Care Center (ITE # 565)
- Museum (ITE # 580)
- Library (ITE # 590)
- Hospital (ITE #610)
- Animal Hospital/Veterinary Clinic (ITE # 640)

INDUSTRIAL

Light Industrial/Industrial Park: Industrial parks are a mix of manufacturing, service, and warehouse facilities with a wide variation in the proportion of each type of use from one location to another. Industrial parks include research centers facilities or groups of facilities that are devoted nearly exclusively to research and development activities. Light industrial facilities include printing plants, material testing laboratories, bio-technology, medical instrumentation or supplies, communications and information technology, and computer hardware and software. (ITE #s 110, 130)

Warehousing/Storage: Facilities that are primarily devoted to the storage of materials, including vehicles. They may also include office and maintenance areas. (ITE # 150)

RESTAURANT

Restaurant: The following land use categories fall under the impact fee category "restaurant". The rate is based on the "Quality Restaurant" ITE trip generation, due it to being similar to other restaurants in terms of new trips, and most similar to the types of restaurants in Des Moines.

- Quality Restaurant (ITE # 931)
- High-Turnover (Sit-Down) Restaurant (ITE # 932)
- Fast-Food Restaurant (ITE # 933, 934, 935)

COMMERCIAL-RETAIL

General Retail: The following land use categories fall under the impact fee category “General Retail”. The rate is based on the “Shopping Center” ITE trip generation, due to it being most like other types of retail shops in Des Moines.

- Tractor Supply Store (ITE # 810)
- Construction Equipment Rental Store (ITE # 811)
- Building Materials and Lumber Store (ITE # 812)
- Free-Standing Discount Superstore (ITE # 813)
- Variety Store (ITE # 814)
- Free-Standing Discount Store (ITE # 820)
- Hardware/Paint Store (ITE # 816)
- Nursery (ITE # 817, 818)
- Shopping Center (ITE # 820)
- Factory Outlet Center (ITE # 823)
- Specialty Retail Center (ITE # 826)
- Automobile Sales (ITE # 841)
- Tire Store (ITE # 848, 849)
- Convenience Market (ITE # 851, 852)
- Discount Club (ITE # 857)
- Wholesale Market (ITE # 860)
- Sporting Goods Superstore (ITE # 861)
- Home Improvement Superstore (ITE # 862)
- Electronics Superstore (ITE # 863)
- Toy/Children’s Superstore (ITE # 864)
- Baby Superstore (ITE # 865)
- Pet Supply Superstore (ITE # 866)
- Office Supply Superstore (ITE # 867)
- Book Store (ITE # 868)
- Discount Home Furnishing Store (ITE # 869)
- Bed and Linen Superstore (ITE # 872)
- Department Store (ITE # 875)
- Apparel Store (ITE # 876)
- Arts and Crafts Store (ITE # 879)
- Pharmacy/Drugstore (ITE # 880, 881)

- Furniture Store (ITE # 890)
- DVD/Video Rental Store (ITE # 896)
- Medical Equipment Store (ITE # 897)

Supermarket: Retail store which sells a complete assortment of food, food preparation and wrapping materials, and household cleaning and servicing items. (ITE # 850, 854)

COMMERCIAL-OFFICE

Administrative Office: An administrative office building houses one or more tenants and is the location where affairs of a business, commercial or industrial organization, professional person or firm are conducted. The building or buildings may be limited to one tenant, either the owner or lessee, or contain a mixture of tenants including professional services, insurance companies, investment brokers, and company headquarters. Services such as a bank or savings and loan, a restaurant or cafeteria, miscellaneous retail facilities, and fitness facilities for building tenants may also be included. (ITE # 710)

Medical Office/Dental Clinic: A facility which provides diagnoses and outpatient care on a routine basis but which is unable to provide prolonged in-house medical/surgical care. A medical office is generally operated by either a single private physician/dentist or a group of doctors and/or dentist. (ITE # 720)