

# **MUNICIPAL FACILITIES COMMITTEE AGENDA**

**October 29, 2015 - North Conference Room  
21630 11th Avenue South – Des Moines 98198  
6:00 – 6:50 PM**

1. Call to order
2. Approve minutes from September 24, 2015 meeting.
3. Park, Recreation & Senior Service Master Plan Update - Patrice Thorell - 30 minutes
4. South 239<sup>th</sup> Stairs – Dan Brewer - 30 minutes

## **Draft Minutes Des Moines City Council Municipal Facilities Committee – 9/24/2015**

Meeting called to order: 5:30 pm on September 24, 2015 in North Conference Room @ 21630 11<sup>th</sup> Ave S. Des Moines, WA 98918

### **Council Members**

Melissa Musser – Chair - Absent  
Matt Pina – Mayor Pro Tem  
Jeremy Nutting – Council Member

### **Visitors**

David Clark, Architect  
Nadine Byers, Resident  
Barbara McMichael, Resident  
Kristie Brame, Resident  
Don Brame, Resident

### **City Staff**

Tony Piasecki, City Manager  
Michael Matthias, Asst City Mgr  
Patrice Thorell, Parks & Rec. Director  
Joe Dusenbury, Harbormaster  
Janet Best, Administrative Assistant  
Rick Scott, Recreation Coordinator

Minutes of the 6/25/2015 meeting were unanimously approved.

### **AGENDA:**

1. Park, Recreation & Senior Service Master Plan Update - Patrice Thorell
2. Off-Season Marina Work Plan and the Next Capital Project - Joe Dusenbury

### **MEETING:**

1. Parks, Recreation & Senior Services Director Patrice Thorell explained the 2016 Master Plan process and why a Master Plan is necessary. She stated the committee had met monthly for the past year and who the committee was comprised of. She then reviewed the 6 sections of the Master Plan which included: Existing Conditions, Needs Assessment, Parks, Recreation and Senior Services Facilities, Operations and Program Objectives, Costs & Funding, and Goals, Policy and Implementation Strategies & Parks, Recreation and Senior Service Standards. Patrice mentioned the survey process generated 391 responses that gave the Master Plan Committee necessary feedback. She noted that two overwhelming responses of the survey were to maintain the facilities what we have and that there is a strong desire for the waterfront facilities and events we are providing. Consultant and Architect Dave Clark then stated his team had reviewed each park and determined what improvements were necessary. He provided cut sheets for each and on the back of each sheet, the projects and their costs were broken out separately. He went through each park/cut sheet and gave a broad overview of each parks needs. In many cases play equipment is deteriorating and needs to be replaced or if possible cautioning concerns to liability repaired.  
The next step in this process is to include maps and make a few minor adjustments with the hope that the Council would approve the Master Plan in November.
2. Harbor Master Joe Dusenbury presented information of off season work plans at the Marina. Smaller projects that will be funded in the 2015 budget included:  
Install an additional pump-out on the north float in the guest moorage area, repaint the Redondo restrooms, repairs to the north bulkhead and sidewalk along the bulkhead, repair/replace benches in the south parking lot along the bulkhead, and replace planks on the timber breakwater in the guest moorage area.  
Joe mentioned that the Marina has had a very good year and will not run at a deficit as originally thought. Larger projects that will most likely be funded in 2016 include: Replace the roof and skylights on the tenant restroom in the South Parking Lot, replace the countertop/basins and repairing dry-rot damage in the restrooms next to the Marina office, and replace 6 to 8 of the over-head doors on the Dry Sheds.  
Capital projects in 2016 will include electrical improvements and upgrades to the floating docks. Staff will inspect all the docks and pick one for upgrades. Lastly Joe mentioned that repair or replacement of the north compass rose is necessary and the 6 totems cannot be repaired so the City needs to decide what to do with them.

The meeting was adjourned at 6:47 pm. Minutes submitted by: Janet Best, Administrative Assistant

**SOUTH 239<sup>TH</sup> STAIR ASSESSMENT**  
**MUNICIPAL FACILITIES COMMITTEE**  
**OCTOBER 29, 2015**

**Status:**

Remains Permanently Closed

**City Responsibility:**

City's Attorney's Office determined the City is not legally required to replace the staircase that has exceeded its service life with the conditions:

- The facility was properly maintained
- Failure is not a result of City action or inaction

**Reconstruction & Rehabilitation:**

Storm Drainage Conveyance Replacement

- Current Storm Water Management Capital Project
- Total Project Cost = \$170,000

Timber Frame Access Stairs

- Replacement of entire stair facility including soil stabilization
- Total Project Cost = \$175,000 - \$215,000

Timber Framed Platform

- Replace structural steel plates/connections to preserve the facility
- Total Project Cost = \$11,000 (If performed by City Crews)



