

## Minutes Des Moines City Council Municipal Facilities Committee – 5/25/2017

Meeting called to order: 5:45 pm on May 25, 2017 in North Conference Room @ 21630 11<sup>th</sup> Ave S. Des Moines, WA 98198

### Council Members

Melissa Musser – Chair  
Jeremy Nutting – Council Member

### City Staff

Dan Brewer, Chief Operations Officer  
Joe Dusenbury, Harbormaster  
Patrice Thorell, PRSS Director  
Dunyele Mason, Finance Director  
Brandon Carver, Public Works Director  
Scott Romano, CIP Manager  
Janet Best, Administrative Assistant

### Guests

Minutes of the 3/23/2017 meeting were unanimously approved.

### **Agenda**

1. Marina 6F Boundary Discussion
2. Facility Repair and Replacement Needs Funds 506
3. Priority Arrays – Advance Planning for CIP

### **Meeting:**

#### Marina 6F Boundary Discussion

Harbor Master Joe Dusenbury stated that in the 1980's work was done in the north portion of the Marina with grant funding. The stipulation of the funding was the property must always be used for recreational purposes. With our plans to repurpose or redevelop a small portion of the property could we use the same amount of square footage but shift the footprint in the Marina to match the purpose of the funding that was given to the City in the 80's. Staff is working with multiple levels of state and federal government entities to meet the guidelines of the funding yet allow us to have the freedom to do the work we want to do.

#### Facility Repair and Replacement Needs Funds 506

Public Works Director Brandon Carver stated he and CIP Manager Scott Romano along with some assistance from McDonald Miller, are going through each of our buildings and assessing each building's needs. Rather than having a repair cost based on the square footage of a building, they are recognizing that each component within a building may have a different life cycle than another. For example, given its high use, painting at the rental facilities will need to be done more often than another city building. Smaller items can be absorbed by the operating budget but others over \$25k would be assessed in Fund 506. Because their funding sources may be different, part of the goal is to eliminate taking funding from one building to serve another instead, funds would be shifted around so the building could take care of its own needs.

#### Priority Arrays – Advanced Planning for CIP

Chief Operations Officer Dan Brewer provided a new strategy that he plans to implement to identify future budgeting needs. Besides transportation, SWM, the Marina, and Parks, it will also include Facilities/Buildings and Acquisitions. He suggests that in the March – May time frame staff prioritize their needs which would drive the CIP and ultimately this will give the council a better picture in the budgeting process and where the funds are going to come from. The priorities would not only takes into account the cost of painting a building but replacing the siding, the roof, the windows, the HVAC system, the technology, etc. The information would provide real costs of running a city.

The meeting was adjourned at 6:20 pm. Minutes submitted by: Janet Best, Administrative Assistant