

AGENDA

DES MOINES CITY COUNCIL
MUNICIPAL FACILITIES COMMITTEE
City Council Chambers
21630 11th Avenue S, Des Moines, Washington
Thursday, July 25, 2024 - 4:00 PM

Municipal Facilities Committee: Chair Jeremy Nutting, Vice Chair Matt Mahoney, Gene Achziger

CALL TO ORDER

AGENDA

- Item 1. APPROVAL OF JUNE 27, 2024 MINUTES
[Draft 06.27.24 Municipal Facilities Minutes](#)
- Item 2. MARINA STEPS UPDATE
- Staff will review current status and future council items
[7-25-24 Municipal Facilities Marina Steps Memo](#)
- Item 3. CIP PROJECT UPDATES
- Staff will provide updates for 2024 MCI CIP and Building Facility Projects.
[2024 MCI CIP Update for 07252024 w header](#)

ADJOURNMENT

Draft Minutes Des Moines City Council Municipal Facilities Committee – 06/27/2024

Council Members

**Jeremy Nutting, Chair
Matt Mahoney, Vice-Chair
Gene Achziger**

City Staff

**Tim George, Interim City Manager
Tommy Owen, Acting Public Works Director
Scott Wilkins, Harbormaster
Bonnie Wilkins, Director of Community and Admin Services
Cortney Wilt, Events and Facilities Manager
Tommy Owen, Acting Public Works Director
Matthew Hutchins, Acting City Attorney
Laura Hopp, Admin Coordinator I**

Guests: Mayor Traci Buxton

Chuck Coleman, Bill Lindscott

Meeting called to order: 4:04 pm on June 27, 2024 in the Council Chambers

Agenda

1. Approval of 04.25.2024 Minutes
2. Rental Facilities Update
3. Beach Park Buildings Discussion
4. Marina and Beach Park Paid Parking Operations and Financial Updates

Meeting:

1. The 04.25.2024 Municipal Facilities Minutes were approved as submitted.
2. Bonnie Wilkins, Director of Community and Admin Services distributed an updated 2023/2024 Events and Facilities Revenue/Expenditures chart. The goal of creating a self-sustaining Rentals Department was discussed. Some of the discussion included:
 - The Activity Center and Field House have been added back into the rental inventory after closing down during the pandemic.
 - A new limited term employee has recently been added to staff to focus on marketing.
 - The platform at Soundview Park has also been added as a possible facility rental.
 - Rentals may be booked with a deposit and must pay in full 30 days prior to event.
 - Some events require three days (typically a Friday set-up, Saturday event, Sunday clean up), but the fee is for the day of the event only.
 - Council approved fee reduction or waivers impact the revenue
 - Non-profit groups receive a 20% reduction in rental fees.
 - Is there value in the City supporting facility rentals without financial benefit?

It is recommended that the committee review the Rental Facility process and consider policy decisions. More information regarding the groups receiving discounts will be provided.

3. Ms. Wilkins provided an update on Beach Park Buildings. LED programmable outdoor lighting has been installed on the Dining Hall, the Auditorium, the Picnic Shelter and the Bathroom. It has been well received. For a fee, the lighting can be customized for events. The Founders Lodge is currently uninhabitable after asbestos remediation. It is hoped that a feasibility study and funding will give a future timeline for reestablishing use. City staff are pursuing talks with Highline School District about potential use of 3-4 classrooms. The cabin at the NW corner of the property has been designated historic. It may not be demolished. WCIA has been contacted to determine if there is an insurance liability. Although not at the Beach Park, the barn at Sonju Park was also discussed for potential demolition.
4. Harbormaster Scott Wilkins stated the Marina paid parking has been going well. Revenue for the twenty-four days of operations is over \$50,000 including sales of parking passes. It was suggested that the two parking gates as you enter the North Marina should be more clearly marked since many users assume that one of the gates is an Entry. Mr. Wilkins will follow up with additional **Do Not Enter** signs. Information on police response would be helpful in continuing discussions regarding paid parking. The paid parking equipment for Redondo is stored and ready for installation pending the construction of the Redondo Restroom. Harbormaster Wilkins anticipates bringing information on the dry stack storage to this committee in July.

The meeting was adjourned at 4:44 p.m.

Minutes submitted by: Jodi Grager, Public Works Admin Coordinator



MUNICIPAL FACILITIES UPDATE JULY 2024

MARINA STEPS PROJECT UPDATE

Current Design Status and Challenges:

- City staff has reviewed and provided comments on 90% design plans
- The team received news that the project will receive a stormwater grant that will cover expenses related to implementing bioretention swales (up to \$500k)
- Continuing to coordination with PSE for underground utilities. This is a high priority item to not impact the projected construction timeline
- Conceptual design of play elements incorporated into renderings, due to public feedback

Future Council Items:

- Amended task assignment with design consultant to include funding considerations for the design of a spray park, play area, undergrounding of overhead utilities, pedestrian crossing and additional geotechnical support
- Acceptance of grant awards, construction contract, and construction administration contracts

Project Schedule:

- Our target remains to have complete bid documents and permits secured by the end of the year

MUNICIPAL FACILITIES COMMITTEE

July 25, 2024

2024 MCI CIP PROJECT UPDATES:

- **Midway Park Acquisition** – Council approved the King County Parks, Capital and Open Space Grant Award in the amount of \$456,000 for design work on March 14, 2024. The City is utilizing KPG | P Somas for this project, and project kicked off in April 2024, with the grant award extending through November 2025. Public outreach, a community survey, and design concept options are all in progress. KPG | P Somas will present an update to Council in August.
- **Cecil Powell Play Equipment** – McCann Construction Enterprises, Inc. was awarded the construction contract by Council on December 14, 2023. Contractor began work as of Monday, July 8. Project should be completed within 43 working days.
- **Field House Play Equipment** – Pavement Maintenance of Washington (PMOW) is currently working on this project. Some of the new play equipment is currently in-place. This project has been challenged by the inclement weather and a berm slide design issue. Contractor, Designer, and Playground Equipment Supplier have reached a design alternative, and the plan revision has been approved for construction. Contractor and Staff are working on a plan to resume construction and complete the project as soon as possible. Project should be completed by the end of Summer 2024.
- **Des Moines Memorial Flag Triangle** – Consultant KPG is working on the final plans, specifications, and construction cost estimate. A public outreach survey was posted on the City’s website and closed for comments March 26th. Construction is anticipated to begin in Fall of 2024.

2024 BUILDING FACILITY PROJECTS UPDATES:

- **Founder’s Lodge Improvements** – Exeltech performed a structural evaluation in April 2024, and provided their report of findings and recommended structural repairs. Staff are reviewing internally to determine if these repairs can be implemented without environmental concerns. Any recommended repairs will need to be implemented prior to performing any remodel or improvement work.
- **Senior Activity Center Pipe Burst Repairs** –The water removal and drying remediation processes were completed in January and early February by ServPro. The new insulation and sheetrock have been installed and painted. New flooring for portions of the main area and the restroom was completed in April. The restoration work has been completed.

The Des Moines Activity Center reopened on May 1st to a very warm welcome from our older adult community, many of whom have been in touch asking about progress to the

space. The office space where the flood occurred needed a couple of more weeks to be fully functioning as cabinetry and office desks needed to be build but as of date, the space is fully operational. MOW, our CCS cook and our Outreach Coordinator all works from that shared office.

Here are a few quick points to highlight:

- Offsite classes transitioned successfully back to DMAC since reopening
- Classes affected by the flood and/or inability to find a host site have resumed at DMAC since reopening
- Classes, trips and activities are at full capacity, many with growing waitlists
- Partnerships with organizations (SeaMar, Meals on Wheels) have been revived since reopening
- Congregate dining numbers have increased week to week
- New partnerships in development (Neighborhood House)