

AGENDA

**Municipal Facilities Committee Meeting
Friday, May 18, 2007
South wing Conference Room**

CALL TO ORDER

INTRODUCTIONS

MINUTES

(No minutes for committee to approve)

MARINA MASTER PLAN

1. Update on Phase I of Bulkhead Replacement & Relocation of Utilities. (Tony & Joe)
2. Discussion with Anthony's Management Team (Committee Chair Sherman)

CITY HALL SPACE STUDY

1. Update – Discussion. (Grant)

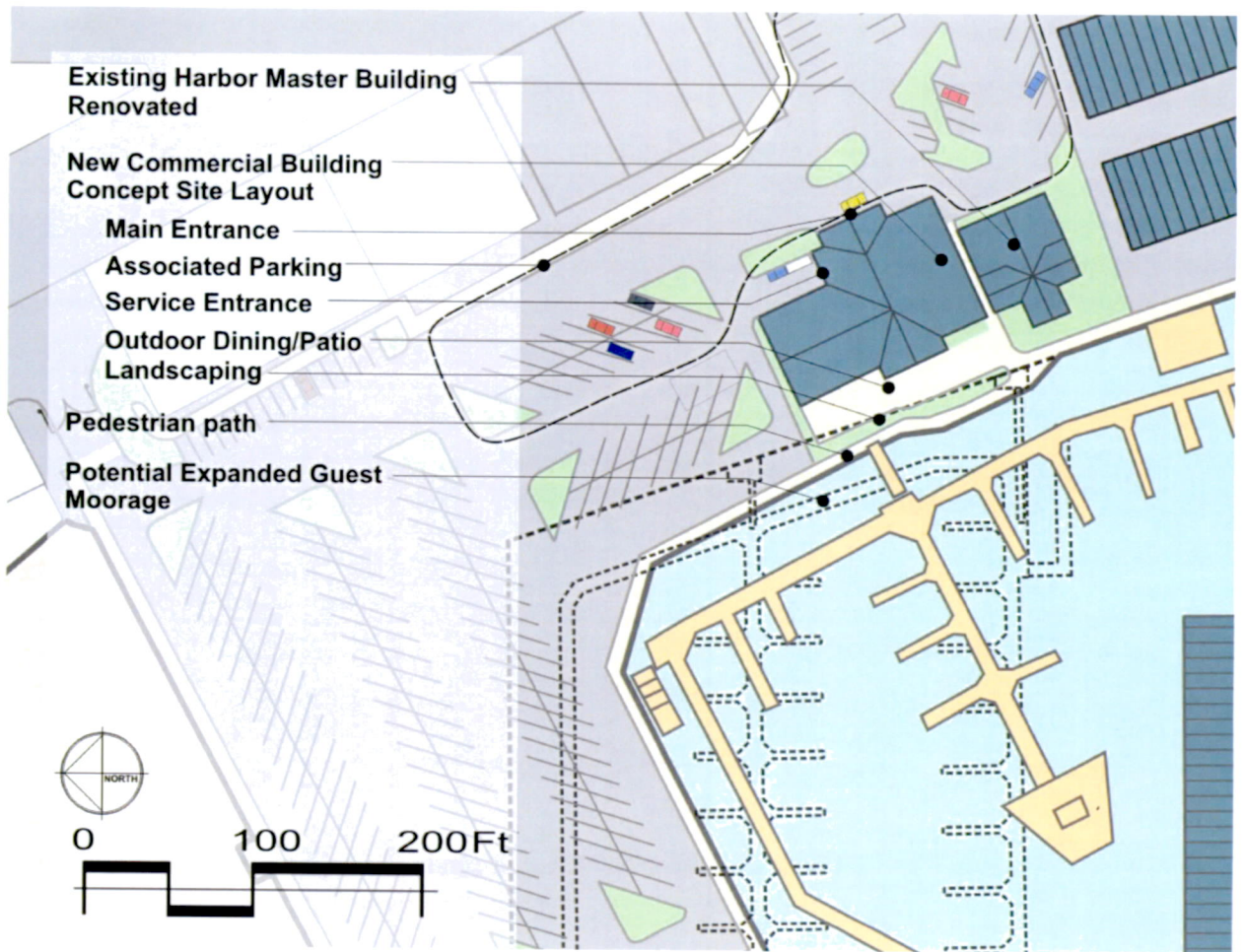
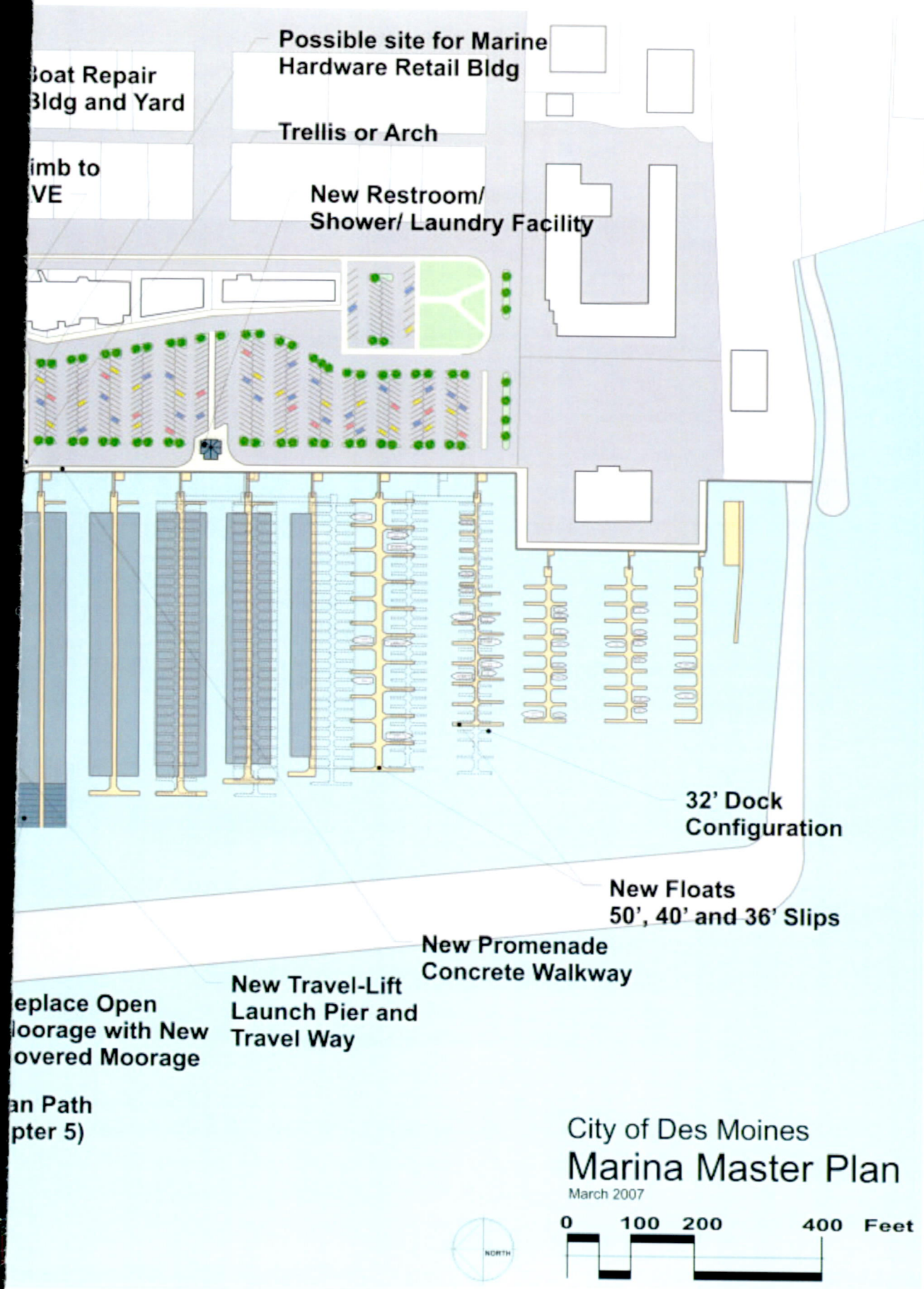


Figure 4-5. Potential Site Plan for New Commercial Building



Proposed Des Moines Marina Long-Range Master Plan

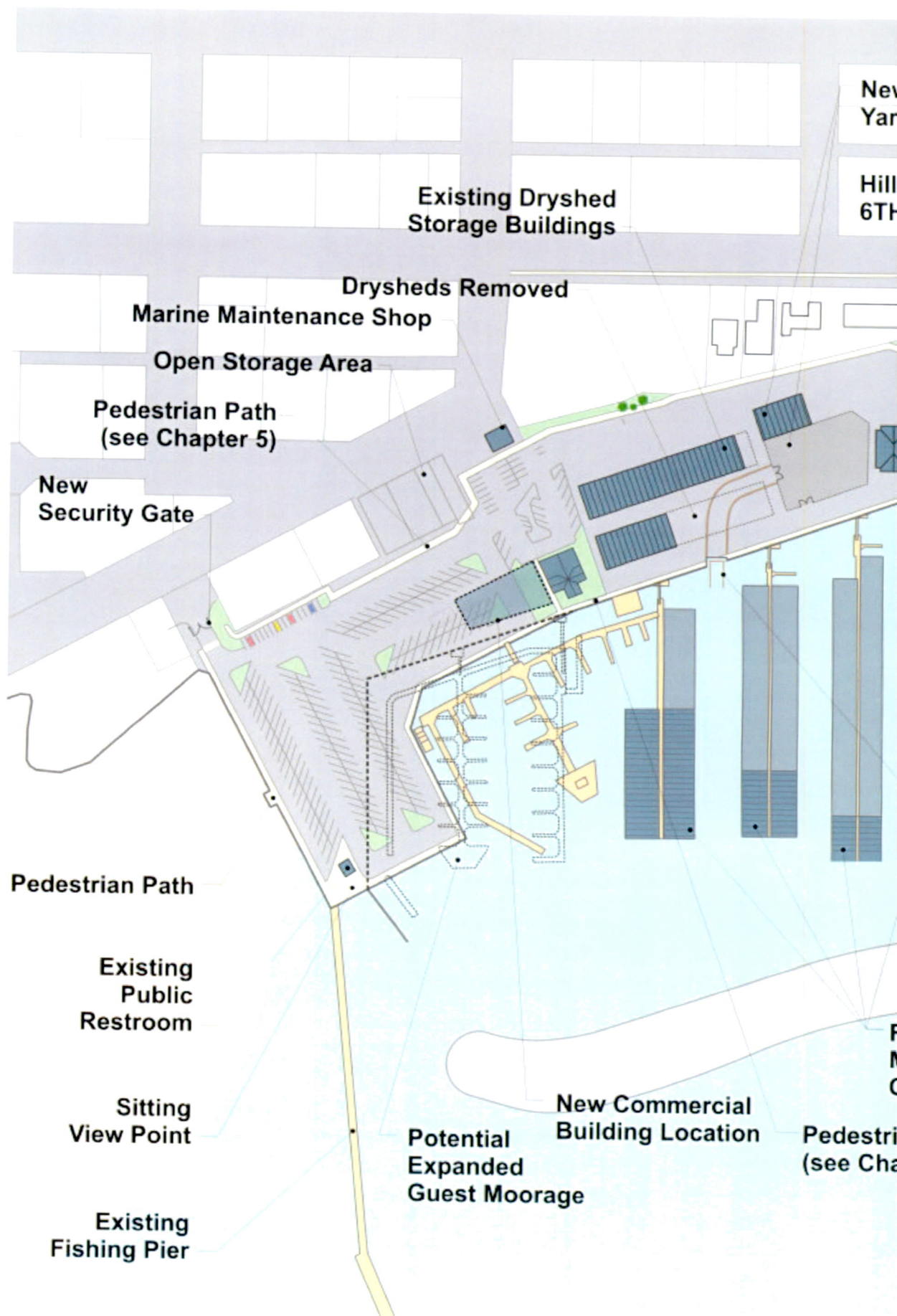


Figure 1. P

Municipal Facilities Committee

Update on City Hall Space Study

Budget: \$84,400 authorized in 2007 CIP to "Implement Space Study Recommendations"

Current Contract with Architect: Not to exceed \$19,000, almost all of which is now expended for studies and analysis.

General Conclusions:

- Space currently available is insufficient to either adequately house staff or improve over-the-counter customer service delivery.
- The Public Works Service Center on 24th is both too small, has insufficient area for parking and can not cost effectively accommodate necessary phone and computer technology to become the Planning, Building & Public Works customer service center.
- Shifting departments between space in City Hall and/or the Public Works Building on 11th will not achieve either more efficient use of space or improve customer service delivery.
- The following significant space-related problems can not be improved with no or low-cost solutions:
 - A significant number of permanent professional staff have work stations with from 39 to 60 square feet. Many of these need to work with full size plans and drawings and have significant filing requirements.
 - The Court/Legal area can not accommodate additional administrative staff needed for Red Light photo enforcement support or admin support for the City's attorneys.
 - Lobby noise significantly affects customer service delivery and staff productivity.
 - Physical security needs to improved in Courts, Legal & PBPW.
 - Filing and storage is inadequate in most departments.
 - Adequately housing Parks Department staff requires more analysis.
 - The Police Department requires significant tenant improvements to accommodate Levy Lid Lift personnel.
- City Hall temporary or permanent expansion is required. This could involve one or more of the following options:
 - Courtyard
 - East of North Wing
 - East of South Wing
- Before investing in a permanent expansion, Council should reaffirm its intention to leave City Hall on 11th or plan to relocate it to Downtown, adjacent to Downtown or the Pacific Highway.

Direction Requested from Municipal Facilities Committee:

1. What scenarios should the design consultant further develop to assist Council to consider any 2008 CIP request?
2. What additional staff analysis is required?
3. What other direction does Council have as staff prepares a design contract amendment for Council consideration?

BACK OF SIDEWALK
 13'
 EDGE OF GRASS
CITY OF DES MOINES
 SPACE STUDY

43'

1849 □
 OR
 2408 □ (559 □)

43'



NOT TO SCALE
 Drawing Scale: 1/16" = 1'-0"

Planning
 3672 □
 Engineering
 Judicial
 68'
 Code Officials

Legal

Finance

City Mgmt.

LAWHEAD ARCHITECT

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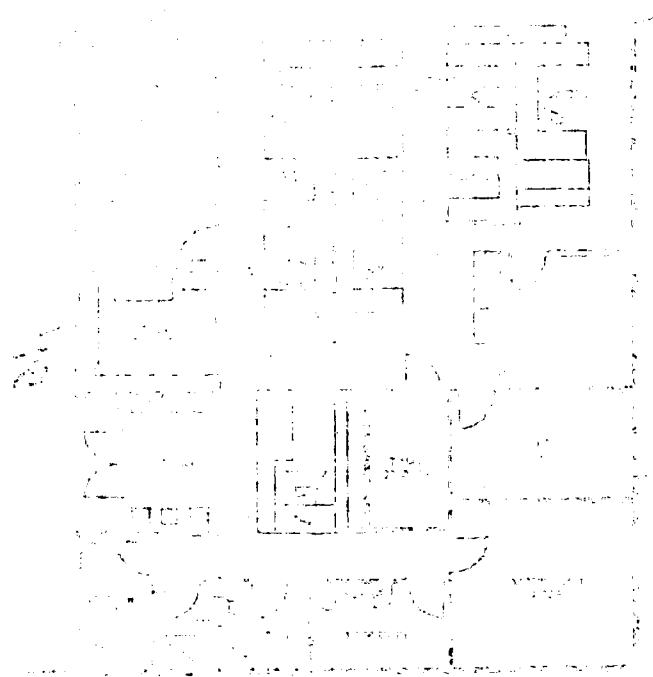
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BACK OF SIDEWALK

5/18/07

EDGE OF GRASS

48'

864

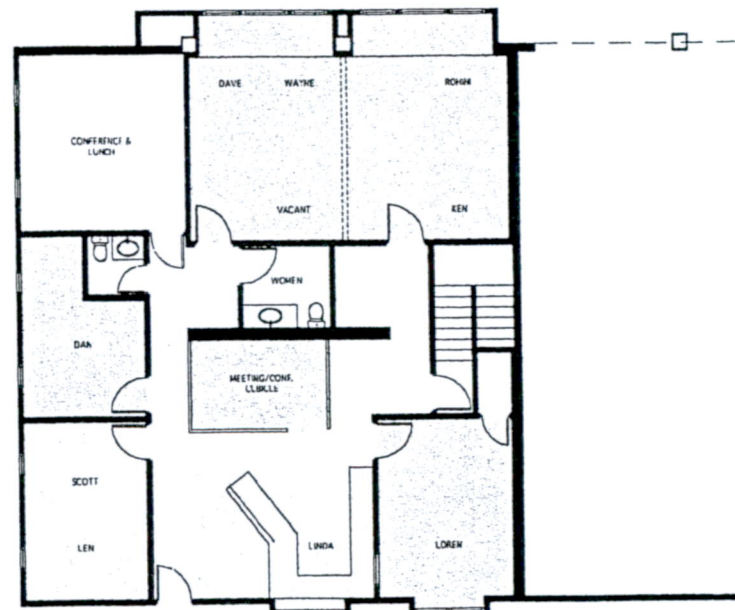
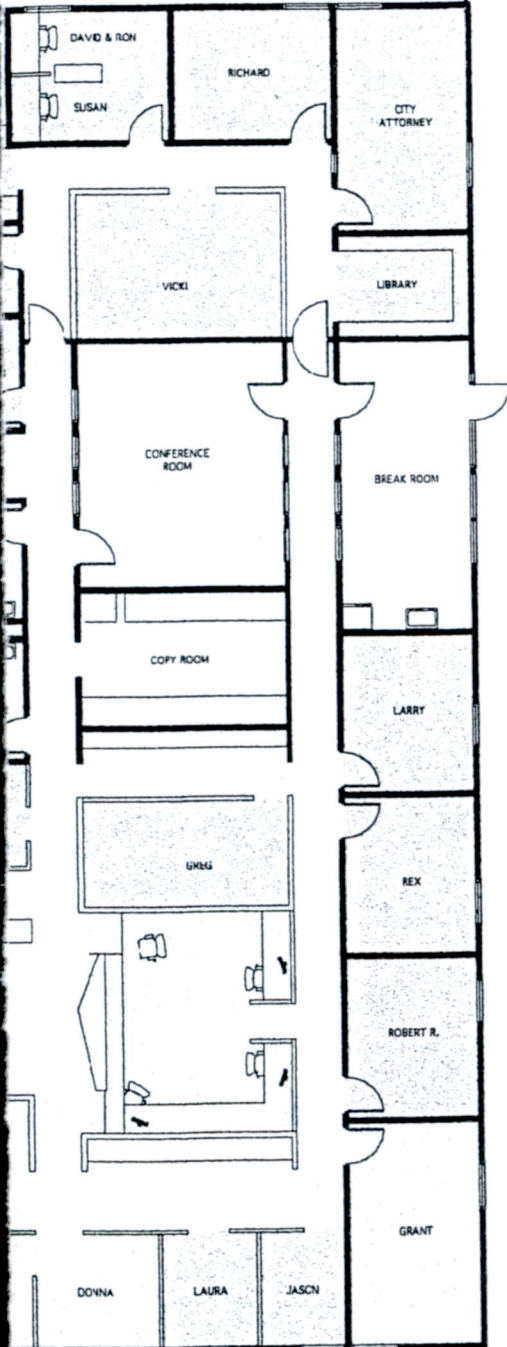
OR

1248 (384)

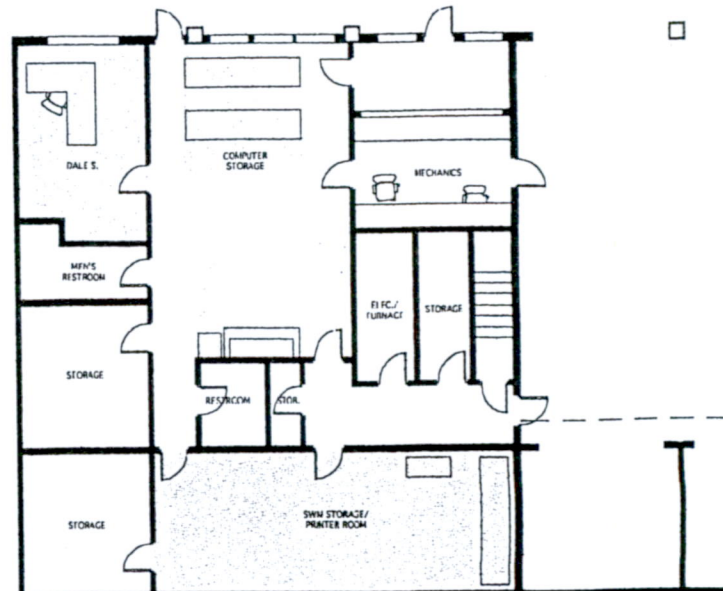
WORKSHOP II: Existing

NOTES / COMMENTS:

POSSIBLE ADDITION AREAS



STREET LEVEL



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CITY OF DES MOINES SPACE STUDY



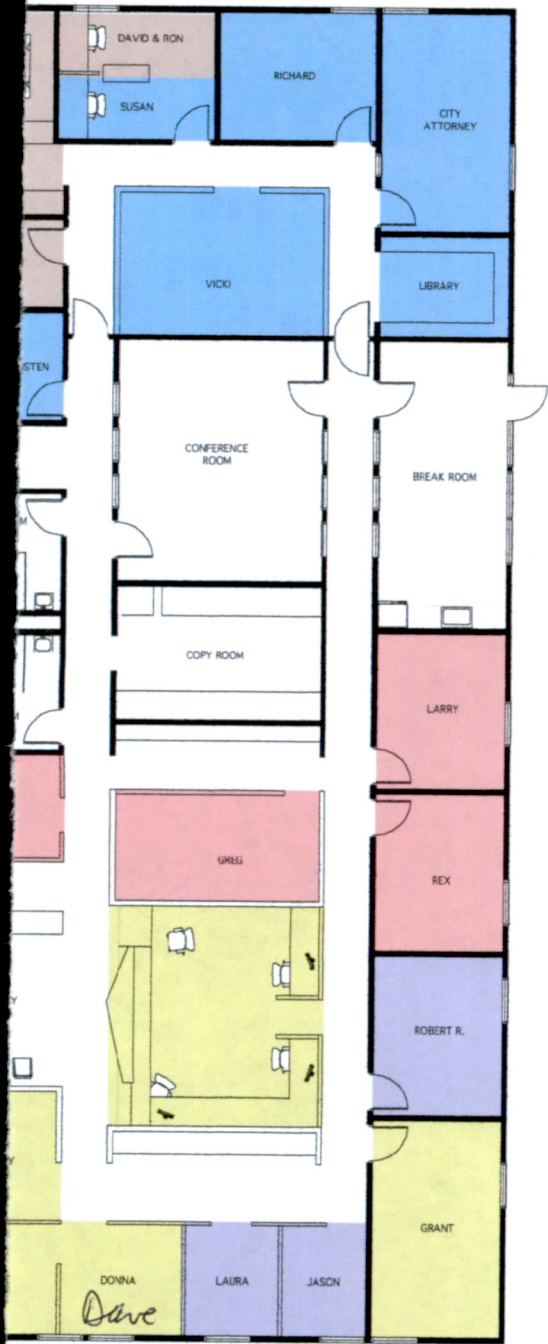
CITY OF BIRMINGHAM ROUTE STUDY



Graphic Scale: 1" = 100'

WORKSHOP II: Existing

NOTES / COMMENTS:



STREET LEVEL



BASEMENT