



CITY OF Des Moines

Marina

January 03, 2025

HARBORMASTER'S REPORT

2025

HOLIDAY CLOSURE:
ALL Marina services (*including the fuel dock*) will be closed on 01/20/2025 in observance of **Martin Luther King Jr. Day.**

HOW TO CONTACT US

22307 Dock AVE
Des Moines, WA 98198
206-824-5700
marinainfo@desmoineswa.gov

Happy New Year and Welcome to 2025!

It was so great to see so many of your faces at the annual Tenant Holiday party this past month!

The **Monthly Harbormaster Report** is designed to keep our tenants informed about important marina updates, upcoming events, and harbor news.

We encourage all tenants to share their questions and feedback regarding Marina redevelopment and other related topics by emailing

marinamasterplan@desmoineswa.gov.

As new comments are submitted, we will continue to update the **Tenant Q&A** document for the Marina Master Plan. To view previous questions and answers, please visit our website.

For general Marina-related inquiries, email:

marinainfo@desmoineswa.gov.

For questions specifically about the **Marina Steps** redevelopment project, please contact us at: marinasteps@desmoineswa.gov.

Summary of contents:

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L,M,N Dock Replacement, Tenant Parking Permits, New Employee, 2025 All Tenant Meeting Schedule

PAGE 3 - Reminders: Walkways/ Docks/ Piers, Winter Weather

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UPDATES

2025 MOORAGE RATES

As noted in the November & December Harbormaster's Report, the 2025 moorage and storage rates will see an increase of 4.1% effective January 1, 2025. Feel free to visit our website at www.desmoinesmarina.com for your new 2025 per foot rate.

L,M,N Dock Replacement

Bid opening date for the project will be on January 14, 2025. The City will have approximately two weeks to review all bids received.

2025 TENANT PARKING PERMITS

The 2025 Tenant Parking Permits are available!

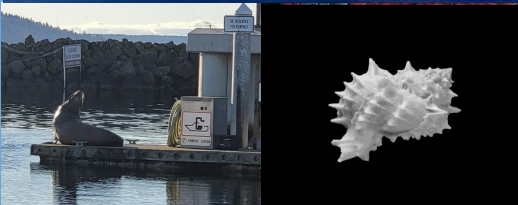
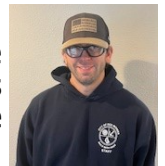
Every tenant is allotted two (2) permits at no cost. Each additional and/or replacement for a lost or stolen permit is \$50.00 each.

These parking permits allow permanent tenants to park in permit restricted spaces as well as leave a vehicle overnight for a maximum of 7 nights a month. Tenants and/or their guests, who receive a violation for not having a valid parking permit displayed, will NOT be voided.

How do you get your parking permit(s)? Tenants can pick them up in person during office hours or can request to have their permits mailed to their home address. **Permits are not mailed unless requested.** For mailed permits, a \$5.00 service fee will be billed to the account.

NEW FULL TIME EMPLOYEE

Some of you may have already met Bryan from over the summer at the fuel dock. He has become a valued team member and has been hired full time. We welcome Bryan to our Marina family.



COMING UP

2025 ALL TENANT MEETING SCHEDULE

Mark your calendars! Please join us at one of the following all tenant meetings in 2025. At these meetings we will review information provided in the monthly Harbormasters Report as well as allow tenant the opportunity to ask questions.

Where/Time: Guest Pavilion @ 6pm

January 29, 2025

April 23, 2025

October 1, 2025





HARBORMASTER'S REPORT

ANNUAL REMINDERS

WALKWAYS/DOCKS/PIERS

Marina policy and Fire Code mandate that all main dock walkways and finger piers between slips remain free of ALL obstructions. To comply with these requirements, please ensure that personal items are stored appropriately—either on your vessel, on your designated shelf (shore-side), or taken home. Examples of personal items include, but are not limited to:

Crab/shrimp pots, Bins, Buckets, Fishing gear, Boat gear, dinghy's, etc.

If you lack sufficient space on your shelf or vessel to store these items, they must be removed and taken home. Additionally, flammable items such as propane tanks and fuel cans must be stored on or within your vessel or taken home. These items may not be stored on the dock or on shelves under any circumstances.

Marina staff will conduct a comprehensive sweep of all docks this winter. Any items remaining on the finger piers—including those at the ends—will be removed by staff after **February 1, 2025**. Thank you for your cooperation in maintaining a safe and compliant marina environment.

WINTER WEATHER REMINDER

The winter weather season is upon us!

Please remember to check on your vessel, before and after severe weather events (ex: high winds, excessive rain, and/or snow).

If you are unable to get to your boat and would like a staff person to check on it, please email our office and we can arrange to send you a photo. For those that use water, please make sure your water systems are full as the water lines may be shut off due to freezing temperatures without notice. Water shut offs can span from a couple of days to a couple weeks.



SERVICES

PAPERLESS STATEMENTS

Want to go paperless?
If you would like to take advantage of this please email our office and staff will get that set up for you.
[E-Statement Disclosure Form](#)

CUSTOMER ACCOUNT INFO

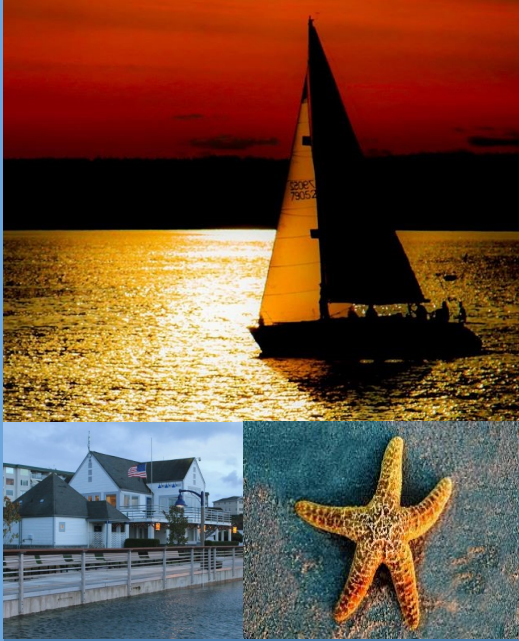
For safety and emergencies, please the Marina informed of updated contact information. If you have a change in address, phone number (s), and/or email(s) please be sure to notify the office of those changes ASAP.

We have transitioned to primarily emailed notification. If you wish to receive updates on the Marina as well as the monthly Harbormasters report please make sure to update your email address on file.





HARBORMASTER'S REPORT



MARINA RULES

Tenants can access the **UPDATED** Marina Rules and Regulations on the Marina's website by clicking 'Moorage' tab.

You can also find the monthly Harbormasters Report's and letters on our website.

[Des Moines Marina Rules & Regulations](#)

PAYMENT OPTION (REMINDER)

Monthly statements are emailed generally on the last day of the month for the upcoming month. **Payments are due by the 15th of the month with late fees posted on the 20th of the month.** At this time, we still do not have an online

payment option that connects to our customer account system.

Options for submitting a payment to account:

1. Paying over the phone with a debit/credit card during office hours.
2. Placing a credit/debit card on file. You will still need to authorize payment monthly by email or phone.
3. Filling out ACH paperwork for monthly auto withdrawal from a debit/checking account only. Here is that [form](#). Please forward with a voided check. Any balance due on the account will be auto withdrawn between the 8th and 10th of every month.
4. Pay through your own online banking system. Make sure to process within the 1st week of the month as your bank will physically cut a check and mail to our bank or to our office (postal service deliveries have taken up to 10-12 business days to deliver). That way it allows for travel time and usually can guarantee payment by the 15th due date.

Tenants are recommend to review statements as they are received.

Helpful Links and Information:

Here are some direct links to more popular topics.

[Moorage Rates](#) | [Letters to Tenants](#) | [Waitlist Updates](#) | [Harbormaster Reports](#) | [Fuel Prices](#) | [Des Moines Steps Marina Master Plan and Project Updates](#)

City of Des Moines Municipal Code: Harbor Code is [Ch. 15](#)

[Moorage Information](#) (Including location of [Rules & Regulations](#) and [Rates &](#)

