

**OFFICE OF THE CITY MANAGER
DES MOINES, IOWA**

**CITY COUNCIL COMMUNICATION 97-101
FEBRUARY 24, 1997 AGENDA**

SUBJECT:	TYPE:	SUBMITTED BY:
MODEL CITY NEIGHBORHOOD SITE OFFICE LEASE	◆ RESOLUTION ORDINANCE RECEIVE/FILE	JAMES M. GRANT COMMUNITY DEVELOPMENT DIRECTOR

SYNOPSIS —

Approve an extension of a temporary lease arrangement with City View Partners II (a limited partnership, Tim Urban and Clark Stewart) for space for the Model City Neighborhood Site Office at 1251 University, Suite E. The extended lease period is for six months: March 1, 1997 - August 31, 1997.

FISCAL IMPACT —

The cost of the rent will be charged against the federal Community Development Block Grant (CDBG). Rent will be \$ 900/month plus a prorated monthly charge for utilities.

RECOMMENDATION —

Approval.

BACKGROUND —

In September of 1996, the Council approved a temporary six-month lease for space at 1251 University to house the Model City Neighborhood Site Office while the Grubb YMCA was being remodeled. During this period, the YMCA has indicated to City staff and Council members that they would like to utilize the space formerly occupied by the Model City Site Office for Youth Development Programs.

After much discussion and evaluation of the temporary location and its benefits to Model City low- and moderate-income end-users and City staff, the Model City CSTF recommended at their February 13, 1997, meeting that the City allow the Grubb YMCA to use the former Model City Office space for youth programs. Staff of the Community Development Department concur with this CSTF recommendation and further recommend that the current lease be extended for an additional six months while a permanent site office location is found in the Model City area. By allowing the Grubb YMCA to utilize this space, both the Model City Site Office and the youth programs can better serve the community.

The temporary lease provides for 1,118 square feet at \$900/month (\$10,800/year) plus a prorated monthly charge for utilities. Community Development staff have been looking at an expanded location at 1251 University as well as considering alternative sites to the 1251 University location and may be able to recommend a permanent location in the next few months which will provide easy access to residents, parking, proximity to a bus line, and a professional atmosphere and appearance. There are provisions in the lease to terminate it before the end of the six-month period if this is in the City's interest.

Model City space in the Grubb YMCA shrank from 2,317 square feet in September 1995 to approximately 980 square feet at the time of the move to 1251 University in September 1996 because of building use decisions made by the YMCA. The Community Development Department (formally the Community Services Department) was paying a total of \$12,395 per year in rent and utilities.

The 1251 University space is on a bus line and provides good visibility for a City operation. At the Grubb YMCA location the site office was not visible to the general public. The closing of Washington to the north of the Grubb YMCA has also lessened the visibility of a City operation serving the public.

While site offices have been located in community centers in the past, the future may find locations housed in privately-owned buildings close to transportation and service population centers.