

**CITY COUNCIL
COMMUNICATION:**

ITEM _____

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

98-412

SYNOPSIS —

**AGENDA:
SEPTEMBER 14, 1998**

On May 4, 1998, Council approved the Gateway project and directed the City Manager to prepare various actions related to project implementation. It is now recommended that Council:

**SUBJECT:
GATEWAY
IMPLEMENTATION
ACTIONS**

- Approve a governance structure for directing the project.
- Identify a professional service contract to complete a technical feasibility analysis related to the programming of the Western Gateway.
- Identify a professional service contract to complete an engineering/ architectural design for streetscape improvements on East Locust Street in the Eastern Gateway.
- Identify a professional service contract to complete a Traffic Engineering Study to evaluate the proposal for two-way traffic— East Locust and related streets.
- Identify a professional service contract to complete Phase II Environmental Study for the land to be acquired for the Western Gateway.

**TYPE:
RESOLUTION
ORDINANCE
RECEIVE/FILE**

**SUBMITTED BY:
RICHARD CLARK
DEPUTY CITY
MANAGER**

FISCAL IMPACT –

The cost of the work outlined above is estimated to be about \$280,000. This funding is available from tax increment dollars allocated in the adopted budget.

RECOMMENDATION –

Approval.

BACKGROUND –

Governance

Goals:

- Ensure the project is successful and of enduring quality.
- Effectively coordinate the combined efforts of the City and Des Moines Development Corporation (DMDC).
- Maximize the use of public and private resources devoted to the project.
- Maintain effective flow of information with impacted businesses, owners, residents, and decision makers.
- Effectively promote development of adjoining properties.

Organization Structure:

- *City Council and DMDC*
- City Council and DMDC would each exercise final decision making authority for those items within their area of responsibility.
- *Gateway Steering Committee*
- Reviews and recommends to the City Council and DMDC on policies, plans, and major initiatives related to the Gateway project.
- Comprised of 12 individuals including: five representatives of DMDC (including the Chairman, President, and three additional representatives to be named by DMDC), five representatives of the City (the Mayor, Ward III Council Member, Ward IV Council Member, one at-large Council Member, and the City Manager), one representative of Polk County, and one representative of the State of Iowa.
- Would meet quarterly, or as necessary.
- *Gateway Coordinating Team*
- Coordinates activities of the staff team, provides guidance

and direction to project manager, attends meetings of the Steering Committee and the staff working team as needed.

- Comprised of the consultant for DMDC and the Deputy City Manager.

- *Gateway Project Manager*

- Private contractor (an individual or firm) hired with project funds to manage the project; selection of project manager and terms of contract to be joint decision of DMDC and City.

- Duties of the Project Manager would generally involve the coordination and monitoring of the work of others with regard to:

1. Land Acquisition Activities.

- Monitor and coordinate land acquisition activities, maintain complete file of land ownerships and status of acquisition activities, interact with owners as necessary, monitor relocation activities, land appraisals, environmental assessments, and property management.

2. Project Information.

- Manage information flow between City/DMDC and property owners, businesses, residents, and others. This would include arranging meetings, preparing and disseminating newsletters, being a point of contact for the general public and related items.

3. Consulting Contracts.

- Monitor and coordinate consulting contracts (use studies, architectural and engineering studies, architectural/historical building feasibility study, appraisals, environmental studies, etc.)

4. Assist businesses and residents impacted by the Project.

5. Assist in making public presentations on the Project.

6. Assist in planning and development of the Gateway Project and related activities as needed.

7. Maintain detailed financial records related to Project

expenditures and revenues.

- Project Manager would report to the Deputy City Manager and would be located in City Hall.
- *Gateway Working Team*
- Comprised of DMDC Partnership staff and City staff including Engineering, Planning, GIS, Traffic, Fire, Park and Recreation, Economic Development, Legal, and others as needed.
- Perform specific tasks as related to project implementation.

Technical Feasibility Analysis

A technical feasibility analysis needs to be undertaken in order to address three issues related to the Western Gateway:

ISSUE 1: How do we “ program” the uses, activities, and buildings for the Western Gateway so that:

1. We achieve a powerful attraction for high quality, tax producing economic development around the Gateway.
2. We obtain a finished product which has long-term durability.
3. We maximize the use of public and private resources, and generate an acceptable return on investment.
4. We create highly effective public (and private) spaces which attract people from the entire community.
5. We provide some flexibility for decisions on future buildings.

ISSUE 2: Given the results of the program analysis above, how do we establish an urban design framework for the Western Gateway that supports the results of the program feasibility analysis.

ISSUE 3: The City staff, with the assistance of a local architect conversant in historical building restoration, will conduct an initial feasibility study of the five architecturally/historically significant buildings in Western Gateway. This analysis will focus on specific architecturally/ historically significant

features of the five buildings, building layout, building code issues, and related information. This initial analysis will be used as part of the program feasibility analysis/urban design work to prepare a recommendation on the feasibility of utilizing these existing buildings in the Western Gateway.

The results of the technical feasibility analysis would allow us to identify the appropriate public, non-profit, institutional, limited commercial, recreational, or park uses that should be programmed for the Western Gateway. The analysis would also help us develop design guidelines for the Gateway structure ownership/maintenance arrangements, and develop a more definitive architectural plan (buildings, open spaces, and landscaping) for the entire Western Gateway.

In order to effectively address these issues, we propose that professional services be retained for both the program feasibility component and the architectural design services. City staff, in conjunction with Des Moines Development Corporation, will identify the necessary consulting services and recommend a contract for Council' s consideration.

Engineering/Architectural Plans and Environmental Analysis

As described in the synopsis, staff will identify the engineering and architectural services necessary to complete the work, and submit contracts to Council for your review and approval.