



# Council Communication

Office of the City Manager

Date

December 22, 2008

Agenda Item No. 38  
Roll Call No. ~~08-~~  
Communication No. ~~08-758~~  
Submitted by: Chris Johansen, Assistant City  
Manager

## AGENDA HEADING:

Communication from the City Manager regarding a recommended process and timeline for the site selection, building project and appropriate support services for the Central Iowa Shelter and Services project on Keo Way.

## SYNOPSIS:

Receive and file, and to refer to the Plan and Zoning Commission the vacation and conveyance of former street and alley right-of-way at the Keo site and to return their recommendation to the City Council for the January 26, 2009 Council meeting.

## FISCAL IMPACT: NONE

Amount: N/A

Funding Source: N/A

## ADDITIONAL INFORMATION:

At the December 8, 2008 City Council meeting, Council discussed the Central Iowa Shelter and Services project on Keo Way and it was referred to the City Manager to bring back to the Council a recommended process and timeline for the site selection, building project and appropriate support services.

### Timeline of Events for CISS Site Selection Process

- In the summer of 2004 the shelter notified the City of its intent to expand, because its current facility is no longer adequate to meet the needs of its clients.
- In January 2006, the Greater Des Moines Community Foundation convened a task force of community stakeholders to research the location and design of a new proposed shelter for CISS. The following stakeholders were included:
  - City of Des Moines
  - Central Iowa Shelter and Services
  - Greater Des Moines Community Foundation
  - Polk County Board of Supervisors
  - Oakridge Neighborhood Services
  - Downtown Community Alliance
  - Drake University

- JSC Properties
- Knapp Properties
- City of West Des Moines
  
- The task force spent months researching “best practices” in other communities and exploring the unmet needs in our own community before recommending this site.
  
- The task force developed the following criteria for an appropriate location and assigned the research to a site team:
  - Space sufficient for the shelter as well as a “back of house” area
  - Characteristics of site itself (size, visibility, grading, etc.)
  - Close to downtown
  - Easily accessible
  - Alignment with future planning goals (zoning)
  - Removed from residential by distance or natural barriers
  - On or close to bus route
  
- The site team conducted a thorough evaluation of 9 potential sites. Based on the criteria cited above, the task force reached unanimous consensus that the Keo site was the best option for expanding the shelter.
  
- The task force completed its work with formal presentations to the City Council and Polk County Board of Supervisors on June 21, 2006.
  
- Representatives from the task force met with neighborhoods throughout the months of July and August 2006. Visits included the Downtown Neighborhood Association, Sherman Hill Neighborhood Executive Board, Sherman Hill Neighborhood Association, Cheatom Park Neighborhood Association (2 meetings), and the Royal View Manor Tenants Association.
  
- During the September 25, 2006 Council meeting there were requests to speak from various residents regarding the proposed relocation of Central Iowa Shelter and Services (CISS). Council received and filed comments and referred to the City Manager to identify appropriate Neighborhood Association Representatives to work with the Task Force.
  
- On November 9, 2006 the task force met with representatives from the following neighborhoods:
  - Sherman Hill
  - King-Irving
  - Downtown
  - Drake Park
  - Cheatom Park
  - Mondamin Presidential
  - Chautauqua Park
  - River Bend
  - Homes of Oakridge
  - AMOS
  - Des Moines Neighbors

This meeting reviewed the site selection process and the proposed shelter.

- On April 4, 2007 the City organized a trip to visit the John Lewis Community Services community shelter in Davenport. The purpose of the trip was to facilitate ongoing discussions for the new CISS shelter
- Legitimate issues and concerns were raised through neighborhood meetings. CISS worked with the Des Moines Community Foundation, United Way, and the City to make changes to their proposed shelter and operations.

The changes from their initial proposal to their current proposal are as follows:

1. Services to clients have been expanded to include days as well as evenings.
  2. Services provided to clients will be available to the neighborhood on an as available basis.
  3. Shelter will be opened to clients during the day.
  4. A smaller one-story shelter will be constructed.
  5. Only emergency housing will be offered. Transitional and single-room occupancy (permanent) housing will not be offered.
  6. Steps to increase communication with the shelter's director will be in place. Residents in neighborhoods may apply for membership on the shelter board.
  7. Restructuring of the shelter's leadership will occur.
- On September 17, 2008 members of the City Council and City staff met with the Cheatom Park Neighborhood Association and discussed the CISS project.
  - On October 16, 2008 CISS met with the Cheatom Park Neighborhood Association to discuss their project.

### **Supportive Services**

The United Way of Central Iowa worked with CISS and supportive services to expand the services they would provide in the new shelter.

The following are the current services CISS currently provides in their existing facility:

1. Community Kitchen
2. Primary Health
3. Day Shelter Health Initiative
4. Veterans Per Diem
5. Transit Shuttle Service
6. AIDS Projects of Central Iowa
7. Basic Emergency Shelter Services

The following are the additional services that will be provided at the new shelter:

1. Des Moines Health Center – Oral Health Project
2. Primary Health Expanded
3. Employee and Family Resources
4. Behavioral Health Resources
5. Day Shelter Support
6. Iowa Legal Aid
7. DMACC Classes
8. Goodwill will provide job training for veterans

**Recommended Process and Timeline for CISS Project to move forward**

The Keo site is located east of Keo Way, south of I-235, and west of 12<sup>th</sup> Place. This site is entirely owned by the Iowa Department of Transportation (IDOT), with the exception of former street (13<sup>th</sup> Street) and alley right-of-way.

City staff has discussed this proposed project with the IDOT and the City would not have any advantage in purchase of the property from IDOT.

It is recommended that the City Council initiate vacation and conveyance of this former right-of-way, which would initiate this proposed timeline:

January 15, 2009 - P&Z meeting on vacation and conveyance

January 26, 2009 – City Council Receive and File P&Z recommendation on vacation and conveyance and set date of hearing on vacation and conveyance

February 9, 2009 – City Council Hold hearing on vacation and conveyance

The offer will state that CISS will transfer property back to City if the IDOT acquisition does not go through.

After conveyance of the property to CISS, CISS and IDOT would work to develop a purchase agreement, which may take up to 120 days.

The preliminary timeline for CISS’ project, based off of their initial timeline, would be as follows:

May 2009 - June 2009	Property Acquisition
June 2009 - October 2009	Fundraising
October 2009 - November 2009	Site plan submitted to City
December 2009 - January 2010	Site plan approval
2010 – March 2011	Construction
March 2011	Occupy Building

**Action Plan to Address Homelessness**

On October 27, 2008 the City Council approved the proposal for the creation of an Action Plan to Address Homelessness and from Technical Assistance Collaborative, Inc. in the amount of \$48,785. This Action Plan is funded for with Community Development Block Grant (CDBG) funding and funding from the United Way of Central Iowa.

This Action Plan will be developed in collaboration with the City of Des Moines, United Way of Central Iowa, Des Moines Community Foundation, Polk County, Polk County Housing Trust Fund, Greater Des Moines Partnership, and the Polk County Housing Continuum.

This Action Plan will have the following anticipated outcomes:

1. Recommend a long-term, sustaining process of leadership for addressing the homeless population.
2. Identify alternative organization structures for managing the homelessness needs and recommend a structure that would be most successful.
3. Identify the funding stakeholders and recommend how each will contribute to the effort.
4. Identify service providers and recommend ways for them to best cooperate with this planning effort, coordinate their service delivery, and eliminate duplication.
5. Define and clarify roles and responsibilities of funders, stakeholders, service providers and other participants.
6. Identify the services available and unavailable for all populations of the homeless (children, families, inventory of the number of units for these populations, e.g.). This identification will include the available and unavailable services and units and/or beds available for chronic homelessness, emergency sheltering and transitional housing.

It is anticipated this plan will be developed by June 2009.

Attached to this communication is a map of the proposed CISS site designating the former street and alley right-of-way and the site request from Central Iowa Shelter and Services.

#### **PREVIOUS COUNCIL ACTION(S):**

Date: September 25, 2006

Roll Call Number: 06-1908 - 1911

Action: From the following, regarding relocation of Central Iowa Shelter and Services (Churches United Shelter):

(A) Jeanne Dobrzynski, 1157 10<sup>th</sup> Street. Moved by Hensley to receive and file comments; refer to the City Manager to identify appropriate Neighborhood Association Representatives to work with the Task Force during the next 30 days. Motion Carried 6-0.

(B) Derek Bastian, 3522 Iola Avenue. Moved by Hensley to receive and file comments. Motion Carried 6-0.

(C) Noel J. Chladek, 1300 Keosauqua Way. Moved by Hensley to receive and file comments. Motion Carried 6-0.

(D) Isabelle Abarr, 1724 7<sup>th</sup> Street. Moved by Hensley to receive and file comments. Motion Carried 6-0.

**BOARD/COMMISSION ACTION(S): NONE**

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:**

January 15, 2009 - P&Z meeting on vacation and conveyance

January 26, 2009 – City Council receive and file P&Z recommendation on vacation and conveyance and set date of hearing on vacation and conveyance by Council.

February 9, 2009 – City Council Hold hearing on vacation and conveyance.

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