



Council Communication

Office of the City Manager

Date:	June 28, 2010
Agenda Item No.	26
Roll Call No.	<u>10-1037</u>
Communication No.	<u>10-393</u>
Submitted by:	Donald M. Tripp, Parks and Recreation Director

AGENDA HEADING:

Approving Lease Agreements with Polk County for Use of Pioneer Columbus, Chesterfield, and Scott Four Mile Community Centers for Congregate Meal Sites and for office space at Logan Community Center.

SYNOPSIS:

Recommend approval of Lease Agreements with Polk County for use of Pioneer Columbus, Scott Four Mile, and Chesterfield Community Centers for the congregate meal program and to lease space at Logan Community Center for the Polk County Office of the Iowa Department of Human Services. The proposed lease agreements are for a term of July 1, 2010 through June 30, 2013.

FISCAL IMPACT:

Amount: \$109,674.00 - anticipated revenue in the FY-011 operating budget with a 3% increase each additional year for Common Area Maintenance (CAM) fees only for the term of the Lease Agreement. These revenues include an annual lease payment and a Common Area Maintenance (CAM) Fee. The CAM is a split of custodial and utility charges for the common areas of the leased space, which include entryways, rest rooms, and hallway areas that are shared by customers of all of the building tenants.

- Logan DHS Lease: Rent: \$76,925 + CAM \$2,610 = \$ 79,535
- Pioneer Columbus Congregate Meal Site: Rent: \$ 8,394 + CAM \$2,758 = \$ 11,152
- Chesterfield Congregate Meal Site: Rent: \$ 8,698 + CAM \$1,777 = \$ 10,475
- Scott Four Mile Congregate Meal Site: Rent: \$ 6,704 + CAM \$1,808 = \$ 8,512
- Total income from Polk County for FY011 \$ 109,674

Funding Source:

Polk County lease and CAM payments to be deposited into the operating budgets for the respective facilities where space is being leased:

- Pioneer Columbus Community Center:
FY 2010-011 Operating Budget, GE001 PKS102800, General Fund, page 205.
- Chesterfield Community Center:
FY 2010-011 Operating Budget, GE001 PKS103100, General Fund, page. 206.
- Logan Community Center
FY 2010-011 Operating Budget, GE001 PKS103400, General Fund, page 207.
- Scott Four Mile Community Center:
FY 2010-011 Operating Budget, GE001 PKS102500, General Fund, page 204.

ADDITIONAL INFORMATION:

The leases provide office space for the Polk County Office of the State of Iowa's Department of Human Services at Logan Community Center and facility space at the Pioneer Columbus, Chesterfield, and Scott Four Mile Community Centers for Polk County's Elderly Services Congregate Meal programs which are on file with the City Clerk.

The Lease Agreements were submitted to Polk County staff in late May 2010, and have been under review by their corporate council and operation staff. Polk County Board of Supervisors approved the lease agreements at their regular meeting on Tuesday, June 22, 2010.

The City of Des Moines owns five community centers. Of the five facilities, the Parks and Recreation Department manages three (Pioneer Columbus, Chesterfield and Scott Four Mile). The former Model City Community Center (John R. Grubb Community YMCA) is now managed and operated by the YMCA of Greater Des Moines. The Boys and Girls Club of Central Iowa is currently operating the Logan Community Center. With the exception of the John R. Grubb YMCA, the City leases space to Polk County for its Elderly Services Congregate Meal programs (Pioneer Columbus, Chesterfield, and Scott Four Mile) and for the Polk County Office of the State of Iowa's Department of Human Services (Logan), whose programs serve low to moderate income families and assist with energy assistance, food stamps, etc. The Elderly Services Congregate Meal program provides lunchtime meals and activities to senior citizens between the hours of 9:00 a.m. and 1:00 p.m. Monday through Friday.

Additionally, the Park and Recreation Department provides a variety of programs for all ages at Pioneer Columbus and Scott Four Mile community centers ranging from peewee sports, athletics, senior programming, special events and private rentals, etc., serving over 200,000 visitors. The Chesterfield location also houses the Department's greenhouse operations and downtown maintenance staff operations.

As a part of the adopted FY011 operating budget, the City Council approved the anticipated revenues through the increase of the lease rate and collection of Common Area Maintenance (CAM) fees from the existing tenants.

PREVIOUS COUNCIL ACTION(S):

Date: November 5, 2007

Roll Call Number: 07-2131

Action: [Lease](#) Agreements with Polk County for use of Archie Brooks, Chesterfield, Logan, and Scott Four Mile Community Centers for congregate meal sites, and for office space at Logan Community Center. ([Council Communication No. 07-656](#)) Moved by Kiernan to adopt. Motion Carried 7-0.

Date: July 12, 2004

Roll Call Number: 04-1437

Action: Lease Agreements with Polk County for Department of Human Services (DHS) office space at Logan Community Center and Congregate Meal Sites at Archie Brooks, Chesterfield, Logan and Scott Four Mile Community Centers. Moved by Brooks to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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