

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: July 12, 2010
	<p>Agenda Item No. 24</p> <p>Roll Call No. [Roll Call]</p> <p>Communication No. <u>10-440</u></p> <p>Submitted by: Donald M. Tripp, Parks and Recreation Director</p>

AGENDA HEADING:

Space Allocation Agreements between Housing Services and the Park and Recreation Departments for use of Pioneer Columbus, Logan and Scott Four Mile Community Centers for Community Services Site offices.

SYNOPSIS:

Recommend Council approval of Space Allocation Agreements between Community Development and Parks and Recreation for use of Pioneer Columbus, Logan and Scott Four Mile Centers for the use of office space for Community Development’s Community Service Site Offices. The proposed Space Allocation Agreements are for a term of July 1, 2010 through June 30, 2013.

FISCAL IMPACT:

Amount: \$34,452 - anticipated revenue in the FY11 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.

- Pioneer Columbus Site Office: Rent: \$ 10,516+ CAM \$2,758= \$13,274
- Logan Congregate Site Office: Rent: \$ 16,190+ CAM \$2,610 = \$ 18,800
- Scott Four Mile Congregate Meal Site: Rent: \$ 570 + CAM \$1,808 = \$ 2,378
- Total income from CDBG for FY011 \$ 34,452

Housing Services 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.
- 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.

Funding Source:

Funding for these payments will come from Community Development Block Grant (CDBG) funds to pay for the site office leased spaces. FY2010-11 Operating Budget, Community Development Block Grants (CDBG) – SP020 CDD049900, CDBG2007001, page 70.

ADDITIONAL INFORMATION:

The Space Allocation Agreements, which are on file in the City Clerk's office, provide for the dedicated office space at Pioneer Columbus, Logan and Scott Four Mile Community Center for Community Developments Site offices.

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 under a management agreement with the City, whereby the City manages all lease agreements. With the exception of the John R. Grubb YMCA and Chesterfield Community Center, the City leases space to the City's Housing Services to house their Community Services Site offices (Pioneer Columbus, Logan and Scott Four Mile), whose programs serve low to moderate income families and assist with energy assistance, furnace repair and replacement, Holiday Food baskets, personal pantries, weatherization applications and other social services needs.

The Park and Recreation Department operates and manages Pioneer Columbus, Chesterfield and Scott Four Mile Community Centers. All three centers also provide congregate meals services through lease agreements with Polk County Senior Services.

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 green house operations and downtown maintenance staff operations.

As a part of the adopted FY11 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: July 23, 2007

Roll Call Number: 07-1405

Action: Space Allocation Agreements between Community Development Department and Park and Recreation Department for use of Archie Brooks, Logan and Scott Four Mile Community Centers for Community Services Site office. (Council Communication No. 07-442) Moved by Vlassis to adopt. Motion Carried 7-0.

Date: September 13, 2004

Roll Call Number: 04-1912 (Agenda Item Number 46 A, B and C)

Action: Space Allocation Agreements between Community Development and Park and Recreation Department for office space at Archie Brooks, Logan Community and Scott Four Mile Community Centers. Moved by Vlassis to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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