

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: July 25, 2011
	Agenda Item No. 46 Roll Call No. <u>11-1324</u> Communication No. <u>11-506</u> Submitted by: Larry Hulse, Assistant City Manager

AGENDA HEADING:

Resolution Approving Components of the Executive Summary of the Draft Municipal Services Center Master Plan Directing the City Manager to Proceed with Specific Actions to Advance the Municipal Services Center Project:

- 1) The following Components of the Executive Summary of the Draft Municipal Services Master Plan are hereby approved, and shall be incorporated into the final Master Plan:
 - a) The location of the Municipal Services Center and the portion thereof to be initially constructed.
 - b) The City Services to be relocated in the first phase of the Municipal Services Center.
 - c) The conceptual plan of the Municipal Services Center.

- 2) The City Manager is hereby authorized and directed to proceed with the following actions to advance the proposed Municipal Services Center:
 - a) To finalize the Master Plan.
 - b) To proceed with the voluntary acquisition of the additional properties needed in the future to complete the Municipal Services Center as identified in the Master Plan Executive Summary, SUBJECT TO the City Council having first approved the acquisition by gift, negotiation or eminent domain of the property needed for the first phase of the facility. The process to set hearing to authorize acquisition of the properties needed for the first phase of the facility is the subject of a separate resolution to be considered on this date by City Council.
 - c) To prepare a Request for Proposals (“RFP”) for design services for the facilities to be constructed in the first phase of the Municipal Services Center.
 - d) To communicate with the public entities and other institutions that operate services in the City (Polk County, State of Iowa, Des Moines Public Schools, DART, MidAmerican Energy and potentially others) to further explore potential collaborative opportunities related to the Municipal Services Center and surrounding area.

SYNOPSIS:

Staff recommends that City Council authorize the City Manager to complete the documents that describe the needs of a Municipal Services Center, per the direction indicated in the Executive Summary of the Draft Municipal Services Center Master Plan and the presentation given by staff at the City Council Workshop on July 11, 2011.

The recommended Municipal Services Center will require property acquisition in the vicinity of the future SE Connector and SE 15th Street to implement the Municipal Services Center. Staff recommends that City Council set hearing on a proposal to authorize the City Manager to pursue property acquisition to meet schedule needs for the first phase of the facility and pursue property acquisition on a voluntary basis that would allow for future implementation of the balance of the Municipal Services Center.

Construction of the first phase of the Municipal Services Center will require professional consultant services to develop the design, create construction documents and administer construction. Staff recommends that City Council authorize the City Manager to prepare a Request for Proposals (“RFP”) for design services for implementing the first phase of the Municipal Services.

The Municipal Services Center and surrounding area holds the potential for coordinating with other public entities. The planning shows areas that could be considered by other public entities and institutions providing services in the city that could positively benefit from the efficiency and effectiveness of service delivery to the citizens of Des Moines. Staff recommends that City Council authorize the City Manager to further explore the potential of collaborative opportunities with public entities and other institutions in the city.

FISCAL IMPACT:

Amount: \$18,500,000 (First Phase)

Funding Source: 2011-2012/2016-2017 CIP, Municipal Service Center, BLD124, Page Municipal Bldg. Imp. – 12, being TIF backed G.O. Bonds Issued and Federal Grants.

ADDITIONAL INFORMATION:

The City currently operates its field services, primarily the Departments of Public Works and Park and Recreation, and other services such as Engineering Traffic and Transportation, Housing Services maintenance and satellite maintenance facilities at remote locations, in older buildings and outdated facilities. In order to better serve Des Moines’ citizens and realize organizational efficiencies, City services need to be consolidated into sustainable facilities that are centrally-located on a single site.

One of the current facilities, the City’s service yards at SE 20th Street and Scott Avenue used to house Public Works, Parks and Recreation and Engineering functions, will be displaced by the planned extension of the Southeast Connector. The City has entered into development agreements with Kemin Industries for portions of this site that will remain after the construction of the SE Connector. Kemin has a phased plan for occupying this site beginning immediately and continuing through 2014. The need for replacement facilities has been accommodated by temporary relocation of the affected Public Works facilities to 903 SE 22nd Street. Design and construction of the new facility recommended for Phase 1 by the Municipal Services Center Master Plan will accommodate the remainder of the needed replacement facilities for the service yards at SE 20th and Scott Avenue.

Implementation of the full master plan will accommodate all replacement facilities and consolidate all field services operations into a single facility.

A centrally-located site with up to 40-50 acres in the vicinity of SE 14th Street and the future SE Connector has been identified that would facilitate efficient operations and organizational development. A Request for Proposals was issued to develop master planning for this area to meet the needs for providing municipal services and realize potential opportunities related to the general program and particular site. A consultant team led by Neuman Monson, P.C. has developed a master plan for the area and drafted recommendations for a facilities and space program to meet the City’s immediate needs for relocation and future needs for consolidating service facilities into a single Municipal Services Center.

A public meeting was held on July 20, 2011 at 3pm and 6pm at the Chesterfield Community Center. Notification was sent to property owners within 200' of the proposed site for the Municipal Services Center, and the Coalition of Southside Neighborhood Associations (CCSNA). A press release was also prepared in advance of the public meeting.

An informational session with the Plan and Zoning Commission, Urban Design Review Board, Parks and Recreation Board and Neighborhood Revitalization Board was held on July 21, 2011 at 5:30pm in the City Council Chambers.

PREVIOUS COUNCIL ACTION(S): NONE

Date: June 13, 2011

Roll Call Number: 11-1048

Action: [Urban](#) Renewal Development Agreement with Kemin Industries, Inc. for expansion of World-wide Corporate Headquarters and Corporate Campus, 2100 Maury Street. ([Council Communication No. 11-391](#)) **Moved by Meyer to adopt. Motion Carried 7-0.**

Date: February 28, 2011

Roll Call Number: 11-0371

Action: [Proposal](#) and negotiation of a contract with Neumann Monson Architects for development of Municipal Services Park Master Plan, \$149,250 plus reimbursable expenses not to exceed \$7,500. ([Council Communication No. 11-139](#)) **Moved by Hensley to adopt. Motion Carried 7-0.**

Date: December 6, 2010

Roll Call Number: 10-2025

Action: [Authorization](#) to issue a Request for Proposal (RFP) for Consultant Services to develop a master plan and needs assessment for a consolidated Municipal Service Park (MSP) in the vicinity of SE 14th, Maury and Harriett Streets. **Moved by Meyer to adopt. Motion Carried 7-0.**

BOARD/COMMISSION ACTION(S):

Date: July 21, 201

Board: Joint informational session with the Plan and Zoning Commission, Urban Design Review Board, Parks and Recreation Board, and Neighborhood Revitalization Board was held.

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

August 8, 2011, hearing to authorize Phase 1 of the Municipal Services Center and authorize acquisition of properties necessary for construction of Phase 1.

Municipal Services Center Master Plan approval.

Approval of negotiated purchase agreements or condemnation awards for Phase 1 properties.

Approval of any agreements for the voluntary purchase of Phase 2 properties.

Approval of amendments to the SE Agribusiness Urban Renewal Plan to incorporate the Municipal Services Center.

Consultant selection for design services for Phase 1.

Rezoning for the Municipal Services Center property.

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