

 <div style="text-align: center;"> <h1 style="margin: 0;">Council</h1> <h1 style="margin: 0;">Communication</h1> <p style="margin: 0;">Office of the City Manager</p> </div>	Date:	December 19, 2011
	Agenda Item No. 51 Roll Call No. <u>11-2153</u> Communication No. <u>11-770</u> Submitted by: Larry Hulse, City Manager's Office and Phillip Delafield, Community Development Director	

AGENDA HEADING:

Approve Municipal Services Center (MSC) Master Plan and authorize the City Manager to issue a Request for Proposals (RFP) for design and construction services for Phase 1 of the MSC project, direct staff to prepare the Planned Unit Development (PUD) Concept Plan and to initiate the rezoning when the City has the subject property under contract.

SYNOPSIS:

Staff recommends approval of the MSC Master Plan, and that the City Manager is authorized to direct staff to assemble and prepare PUD Concept Plan Documents, which would allow the rezoning to be immediately initiated when the City has the subject property under contract. Staff also recommends the issuance of a RFP for design and construction services for Phase 1 of the Municipal Services Center.

FISCAL IMPACT:

Amount: \$18,500,000 (Phase 1)

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 (such as Public Works, Park and Recreation, Engineering - Traffic and Transportation and Housing Services maintenance) at satellite facilities in older buildings and outdated facilities. In order to better serve Des Moines' citizens and realize organizational efficiencies, City services should 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 which houses Public Works, Park 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 MSC 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 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 RFP was issued to develop master planning for this area to meet the needs of providing municipal services and the realization of potential opportunities. A consultant team led by Neuman Monson, P.C. has developed a master plan for this area, and has drafted recommendations for a facilities and space program to meet the City's immediate relocation needs as well as future needs to consolidate the City's service facilities into a single MSC.

Public meetings were held on July 20, 2011 at 3 p.m. and 6 p.m. at the Chesterfield Community Center to present the draft MSC Master Plan to the public. Notifications were sent to property owners within 200' of the proposed site and to the Coalition of Southside Neighborhood Associations (CCSNA); a press release was also prepared in advance of the public meetings. Approximately 40-45 participants attended the 3 p.m. session, while the 6 p.m. session had approximately 8-10 participants; this included a mixture of residential homeowners and local business owners. City staff and the consultant planning team answered participants' questions and provided further clarification on the scope of the MSC Master Plan. Reaction to the project was generally favorable.

A combined informational session with the Plan and Zoning Commission, Urban Design Review Board, Park and Recreation Board and Neighborhood Revitalization Board was held on July 21, 2011 at 5:30 p.m. in the City Council Chambers. Approximately 35 people from these boards and commission attended the joint review session and participated with questions and comments directed to various staff and the planning team.

On July 25, 2011 the City Council approved the location, services to be relocated and conceptual plan included in the Executive Summary of the Draft MSC Master Plan. Consideration for voluntary property acquisition as well as set hearing to authorize acquisition of property necessary for Phase 1 of the MSC were initiated.

On August 8, 2011 City Council authorized staff to acquire property necessary for Phase 1 construction of the MSC. Negotiations for the proposed acquisition are currently underway.

Program changes to the MSC Master Plan were requested in October. These program changes include three existing greenhouses which are to be relocated from Chesterfield Community Center located at 2501 Maury Street and a head (potting) house, all of which are to be completed within Phase II of the MSC Master Project; two additional greenhouses are projected for future phase implementation. Long-term evidence storage and vehicle parking facilities have also been added to Phase II to serve the growing needs of the Police Department.

A public hearing at the Plan and Zoning Commission was held on December 1, 2011 at 6:00 p.m. which included further development of the Master Plan since the earlier presentation of the Executive Summary of the Draft MSC Master Plan. The Plan and Zoning Commission voted 12-0 in favor of the staff recommendation to find the MSC Master Plan in conformance with the Des Moines' 2020 Community Character Plan, and to recommend approval of the Master Plan to the City Council.

Collaborative efforts with Polk County, State of Iowa, DART, Des Moines Public Schools and Mid

American Energy are on-going and stronger consideration is being given to future phase implementation of the Master Plan. Land acquisition targeted for Phase 1 and Phase 2 of the MSC Master Plan will adequately serve the current City's needs, however further study is required to determine if additional property will be needed for potential collaborative effort.

As a result of staff recommendations, the MSC Master Plan has been amended to add a section dedicated to sustainable design opportunities and the potential for the MSC to place a greater emphasis on sustainable design and LEED Certification. LEED Certification opportunities are much greater if implemented in Phase 1 and if LEED Certification is emphasized as a goal of the City and included in the RFP to be issued.

Throughout the planning process, flood conditions and considerations were made in the context of flood event recovery and mitigation opportunities. Building and site design strategies were determined based upon their potential to maximize recovery and minimize flood risk to enhance continued operations. A comprehensive effort is being utilized to minimize the overall flood risk to the portions of the city located behind levees and other flood protection systems; the MSC Project will benefit from this work as well.

The site of the MSC is currently zoned "M-2" Heavy Industrial District. It is recommended that the site be rezoned in the future to the "PUD" Planned Unit Development District for development conformance with an approved conceptual development plan. It is further recommended that the City staff be authorized to commence preparation of the "PUD" conceptual plan and to initiate the rezoning when the City has gained control of the land.

PREVIOUS COUNCIL ACTION(S):

Date: August 8, 2011

Roll Call Number: 11-1390

Action: [On](#) intent to acquire property for Municipal Services and authorize acquisition of necessary property interests from affected property owners for the Municipal Service Center – Phase 1. ([Council Communication No. 11-527](#)) **Moved by Meyer to adopt. Motion Carried 7-0.**

Date: July 25, 2011

Roll Call Number: 11-1323

Action: [Resolution](#) approving components of the Executive Summary of the Draft Municipal Services Center Master Plan, and directing the City Manager to proceed with specific actions to advance the Municipal Services Center Project. **Moved by Moore to adopt. Motion Carried 7-0.**

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.**

BOARD/COMMISSION ACTION(S):

Board: Plan and Zoning Commission

Date: December 1, 2011

Action: Public Hearing at the Plan and Zoning Commission regarding the City Council initiated request for review and recommendation regarding the Municipal Services Center Master Plan.

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

Date: July 21, 2011

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

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

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

Rezoning for the MSC property.

Professional Services Agreement for design and construction phase services of Phase 1 of the MSC.

Design development activities.

For more information on this and other agenda items, please call the City Clerk's Office at 515-283-4209 or visit the Clerk's Office on the second floor of City Hall, 400 Robert D. Ray Drive. Council agendas are available to the public at the City Clerk's Office on Thursday afternoon preceding Monday's Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email to cityclerk@dmgov.org.