

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: October 6, 2014
	Agenda Item No. MHGB4 Roll Call No. <u>14-1539</u> Communication No. <u>14-476</u> Submitted by: Douglas C. Romig, Housing Services Director

AGENDA HEADING:

Approving Second Amendment to Lease by and between the Housing Services Department and HPM Investments, Inc.; Park Fair Mall.

SYNOPSIS:

Approval of second amendment to the lease for the Housing Services Department’s administrative offices at Park Fair Mall.

FISCAL IMPACT:

- Amount: \$23,076.96 in lease savings annually from reduction in leased space
- \$13,076.96 Des Moines Municipal Housing Agency (DMMHA)
 - \$10,000.00 Des Moines Community Action Agency

Funding Source: Des Moines Municipal Housing Agency (DMMHA), Central Office, S350 HS001000, page 118; Des Moines Community Action Agency, S027 HS127141, page 120

ADDITIONAL INFORMATION:

The DMMHA was leasing space at Park Fair Mall that was shared with the Des Moines Community Action Agency in the amount of \$23,076.96 annually. Staff has been reduced due to federal budget cuts within both divisions of the Housing Services Department creating an opportunity to consolidate our leased spaces. The DMMHA staff previously located at Park Fair Mall have been relocated to the Sixth Avenue office and existing space at Park Fair Mall has been reconfigured to meet operational needs.

A new Lease Amendment has been created to adjust the square footage for the DMMHA that would become effective retroactively to October 1, 2014. The lease space savings will be in place until a new lease is negotiated with Polk County relocating the entire Housing Services Department to Polk County Riverplace (2309 Euclid) in the summer of 2016.

On June 9, 2014, by Roll Call No. 14-0860, the Des Moines City Council approved an amendment to the lease agreement with the Neighborhood Development Corporation for tenant requested improvements to the Community Action Agency Sixth Avenue Office at 1618 6th Avenue. This remodel of the Community Action Agency site office allowed Community Action administrative staff to be relocated from space they were subleasing from the Des Moines Municipal Housing Agency at Park Fair Mall (100 E. Euclid).

PREVIOUS COUNCIL ACTION(S):

Date: June 9, 2014

Roll Call Number: [14-0860](#)

Action: [Amendment](#) to lease agreement with Neighborhood Development Corporation for tenant requested improvements to the Community Action Agency Sixth Avenue Office at 1618 6th Avenue. ([Council Communication No. 14-251](#)) Moved by Hensley to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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