


# COUNCIL COMMUNICATION

	Number:	<b>26-151</b>	Meeting:	<b>April 20, 2026</b>
	Agenda Item:	<b>23</b>	Roll Call:	<b>26-0501</b>
	Submitted by:	<b>Carrie Kruse, Economic Development Administrator</b>		

## AGENDA HEADING:

Resolution Approving Rental Agreement for Historic City Hall and Authorizing City Manager to Sign up to three (3) additional such agreements

## SYNOPSIS:

This Agreement provides the framework for the utilization of Historic City Hall for a limited number of charitable, philanthropic, and community-centric events, allowing for activation and engagement while the City continues to pursue long-term redevelopment opportunities. This council action is to both approve a first Rental Agreement with the Des Moines Metro Opera for their annual Gala event on June 6, 2026, and to authorize the form of agreement for up to an additional three (3) rentals.

Rental events will be required to pay a minimum \$5,000 base rental fee, in addition to security fees and a damage and cleaning deposit.

## FISCAL IMPACT:

Amount: Minimum rental fee (income/revenue to the City) of \$5,000 per event, amounts may vary according to event duration.

Funding Source: CM030000-468980 Rental Fees

## ADDITIONAL INFORMATION:

- Historic City Hall was vacated of all employees and official functions in February of 2026 as part of the larger relocation and consolidation into a centralized location at the T.M. Franklin Cownie City Administration Building at 1200 Locust.
- The Facilities team and the Office of Economic Development are collaborating to support the temporary rental/event efforts.
- To exceed four (4) rental events, city staff will need to review and evaluate process requirements to formalize a change of use for the building from an office use to an assembly use.

**PREVIOUS COUNCIL ACTION(S): NONE**

**BOARD/COMMISSION ACTION(S): NONE**

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE**

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 T.M. Franklin Cownie City Administration Building, 1200 Locust Street. 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](mailto:cityclerk@dmgov.org).