

# CITY OF WEST DES MOINES

## COUNCIL AGENDA

**date:** Friday, June 24, 2022

**time:** 7:30 a.m.

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MAYOR .....	RUSS TRIMBLE	CITY MANAGER.....	TOM HADDEN
COUNCILMEMBER AT LARGE .....	RENEE HARDMAN	CITY ATTORNEY.....	RICHARD SCIESZINSKI
COUNCILMEMBER AT LARGE .....	MATTHEW MCKINNEY	CITY CLERK.....	RYAN JACOBSON
COUNCILMEMBER 1 <sup>ST</sup> WARD .....	KEVIN L. TREVILLYAN		
COUNCILMEMBER 2 <sup>ND</sup> WARD .....	GREG HUDSON		
COUNCILMEMBER 3 <sup>RD</sup> WARD.....	DOUG LOOTS		

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### West Des Moines City Hall - Training Room 4200 Mills Civic Parkway

*Members of the public wishing to participate telephonically, may do so by calling:  
515-207-8241, Enter Conference ID: 679 939 501#*

1. **Call Meeting to Order**
2. **Approval of Agenda**
  - a. Motion - Approval of Agenda
3. **New Business**
  - a. Workforce Housing Tax Credit Program - Greater Des Moines Supportive Housing Redevelopment of 3535 Westown Parkway
    1. Resolution - Approval of Resolution of Support
  - b. Your Private Bartender, LLC d/b/a Your Private Bar, 2500 Grand Avenue (Raccoon River Park Nature Lodge) - Five-Day Class LC Liquor License for a Private Event on July 2, 2022
    1. Motion - Approval of Liquor License Application
4. **Receive and File**
  - a. Special Meeting Notice

The City of West Des Moines is pleased to provide accommodations to disabled individuals or groups and encourages their participation in city government. Should special accommodations be required please contact the Clerk's office at least 48 hours in advance, at 222-3600 to have accommodations provided.

**CITY OF WEST DES MOINES  
CITY COUNCIL MEETING COMMUNICATION**

**ITEM:** Workforce Housing Tax Credit Program Application to the Iowa Economic Development Authority – Approval of Resolution of Support - Greater Des Moines Supportive Housing **DATE:** June 24, 2022

**RESOLUTION:** Approval of matching funds and support for Greater Des Moines Supportive Housing application to the Iowa Economic Development Authority's Workforce Housing Tax Credit Program.

**FINANCIAL IMPACT:** The State program guidelines require a local match of at least \$1,000 per assisted unit. The Greater Des Moines Supportive Housing is proposing 142 units at 3535 Westown Parkway, so a minimum of \$142,000 is required in local match for the State's program. The previously reviewed item for the City's Workforce Rental Housing Program provides the required local match.

The Greater Des Moines Supportive Housing (GDMSH) is requesting a total of \$2,840,000 from the City through the City's Workforce Rental Housing Program (see other staff report on 6-20-2022 City Council agenda for that request). Staff is working with GDMSH to explore other funding solutions through the City. Today, West Des Moines commits to provide a minimum of \$840,000 match. This match will come from the City's Workforce Rental Housing Program and the low-moderate income set aside funds generated by the Woodland Housing TIF. As part of the Workforce Rental Housing Program, the developer is willing to agree to a minimum assessment agreement of \$6.5 million, which will yield approximately \$780,000 in tax revenue over 10 years. The remaining balance (\$840,000 - \$780,000 = \$60,000) would come from Woodland Hills TIF.

**BACKGROUND:** Greater Des Moines Supportive Housing submitted a request to the City seeking a Resolution of Support for the application it intends to submit to the Iowa Economic Development Authority for assistance on a proposed redevelopment of the site at 3535 Westown Parkway (formerly the Valley West Inn) utilizing the State's Workforce Housing Tax Credit Program. Greater Des Moines Supportive Housing will rehabilitate the property for 142 single-room occupancy efficiency apartments, including office space, community spaces, program areas, and green spaces.

Currently, the estimates for redevelopment of this site, including acquisition, is \$21.8 million. Their request to the City for \$2,840,000, constitutes 13% of the total costs. Greater Des Moines Supportive Housing will be applying for \$16 million from other funding sources, \$2 million in permanent debt, and \$1 million of capital campaign contributions. The cost per unit is \$153,732 which is considerably less than new construction and considered by the industry a very good price to develop affordable housing units.

Greater Des Moines Supportive Housing submitted a request to the City seeking financial support from the City's Workforce Rental Housing Program (see other staff report on 6-20-2022 City Council agenda for that request) and a Resolution of Support which they will include in funding applications to other sources including the Polk County American Rescue Plan Act (ARPA) funds, and the National Housing Trust Fund.

The program guidelines also identify the need for a local match of at least \$1,000 per assisted

unit. The local match may be in the form of property tax exemptions, rebates, refunds, or reimbursements. Greater Des Moines Supportive Housing is requesting a total of \$2,840,000 in funds from the City. Staff is working with Greater Des Moines Supportive Housing to explore other funding solutions through the City. A commitment of \$840,000 is needed to provide the minimum match required for several of Greater Des Moines Supportive Housing's funding applications. They need this match to secure other funds. Today, through the City's Workforce Rental Housing Program, with a commitment for a minimum assessment agreement, and a supplement from the low-moderate income set aside funds generated by the Woodland Hills TIF, the City is able to provide a minimum of \$840,000 commitment

The redevelopment of 3535 Westown Parkway by Greater Des Moines Supportive Housing was presented to the Finance & Administration City Council Subcommittee on June 10, 2022. The Committee was very supportive of this concept and supportive of the City's financial contribution.

With successful funding, GDMSH intends to begin rehabilitation on the property in November 2022 and begin leasing the property in January 2024.

**OUTSTANDING ISSUES** (if any): None

**RECOMMENDATION:** Staff is recommending that the City Council authorize the Mayor to sign a Resolution of Support for the Workforce Housing Tax Credit Program application to be submitted by Greater Des Moines Supportive Housing to the State of Iowa.

**ATTACHMENTS:**

Exhibit I - Resolution of Support

**Lead Staff Member:** Christine Gordon, AICP, Housing Planner

**STAFF REVIEWS**

Department Director	Clyde E. Evans, AICP
Appropriations/Finance	
Legal	
Agenda Acceptance	<i>RTG</i>

**PUBLICATION(S)** (if applicable)

Published In	NA
Dates(s) Published	NA

**SUBCOMMITTEE REVIEW** (if applicable)

Committee	Finance & Administration	
Date Reviewed	June 10, 2022	
Recommendation	X YES	NO

**RESOLUTION**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, IOWA AUTHORIZING THE MAYOR TO SIGN THE RESOLUTION OF SUPPORT FOR GREATER DES MOINES SUPPORTIVE HOUSING APPLICATION TO THE IOWA ECONOMIC DEVELOPMENT AUTHORITY'S WORKFORCE HOUSING TAX CREDIT PROGRAM**

**WHEREAS**, Greater Des Moines Supportive Housing proposes to undertake the redevelopment of the property located at 3535 Westown Parkway for a permanent supportive housing development; and

**WHEREAS**, Greater Des Moines Supportive Housing proposes to file a formal application to the Iowa Economic Development Authority's Workforce Housing Tax Credit Program; and

**WHEREAS**, the City of West Des Moines is in support of providing workforce housing within the City; and

**WHEREAS**, the Greater Des Moines Supportive Housing has requested matching funds from the City's Workforce Rental Housing Program; and

**WHEREAS**, the City of West Des Moines will provide a minimum of \$840,000 of matching funds toward this redevelopment.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of West Des Moines fully supports Greater Des Moines Supportive Housing's application to the Iowa Economic Development Authority's Workforce Housing Tax Credit Program.

**PASSED AND ADOPTED** this 24<sup>th</sup> day of June 2022.

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Russ Trimble, Mayor

Attest:

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Ryan T. Jacobson, City Clerk

**CITY OF WEST DES MOINES  
CITY COUNCIL MEETING COMMUNICATION**

**ITEM:** Approval of Liquor Licenses

**DATE:** June 24, 2022

**FINANCIAL IMPACT:** None

**BACKGROUND:** In accordance with the Iowa Code Section 123.1 and the West Des Moines City Code Title 3, Business and Licensing, Chapter 2, Beer and Liquor Control, the following licenses have been investigated and reviewed by the WDM Police Department and, when necessary, by Building Inspection and/or Fire Department staff, and are presented to the City Council for approval. Copies of license applications are available, for your review, in the Office of the City Clerk.

1. Your Private Bartender, LLC d/b/a Your Private Bar, 2500 Grand Avenue (Raccoon River Park Nature Lodge) - Five-Day Class LC Liquor License for a Private Event on July 2, 2022

**OUTSTANDING ISSUES** (if any): None

**RECOMMENDATION:** Motion to approve the issuance of liquor licenses in the City of West Des Moines.

**Lead Staff Member:** Ryan T. Jacobson, City Clerk *RTJ*

**STAFF REVIEWS**

Department Director	Ryan T. Jacobson, City Clerk
Appropriations/Finance	
Legal	
Agenda Acceptance	<i>RTJ</i>