

# ***ACTION AGENDA***

## ***2016 – 2017***

Mayor and City Council



Des Moines, Iowa  
August 2016



Lyle Sumek Associates, Inc.  
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# **Des Moines Vision 2031**

## **DES MOINES VISION 2031**

**DES MOINES 2031 is a  
*VIBRANT CAPITAL CITY – the PRIDE of IOWA*  
with  
*GREAT NEIGHBORHOODS,  
ALIVE DOWNTOWN,*  
and  
*THRIVING REGIONAL ECONOMY,*  
and is a  
*RECOGNIZED LEADER IN COMMUNITY  
SUSTAINABILITY.***

**DES MOINES 2031 has  
*ABUNDANT OPPORTUNITIES FOR LEISURE,*  
and an  
*EFFECTIVE TRANSPORTATION SYSTEM  
CONNECTING THE REGION.***

**In 2031, residents and businesses take tremendous  
*PRIDE IN THE DES MOINES COMMUNITY!***

**City of Des Moines  
Policy Agenda 2016 – 2017  
Targets for Action**

**TOP PRIORITY**

**Local Option Sales Tax  
Economic Development Financial Policies  
Information Technology Upgrade Plan  
Zoning Ordinance  
Citizens' Sustainability Task Force Renewal  
Public Works and Fleet Relocation**

**HIGH PRIORITY**

**Riverview Park Improvement  
Police Staffing  
Public Transit  
City Website Redesign  
Relationship to Neighborhood Associations  
Streetscape Master Plans  
Restrooms in Parks**

**City of Des Moines  
Management Agenda 2016 – 2017  
Targets for Action**

**TOP PRIORITY**

**City Hall Project**

**Prairie Meadows Revenues: Plan “B”**

**Communications Strategic Plan**

**Market District Development**

**Convention Hotel Development**

**Federal Courthouse Location**

**Des Moines River Trail, Phase 2**

**HIGH PRIORITY**

**Walkability Study: Traffic Modeling**

**Preparation for Major Incident**

**Parking Garages Facility Condition Study**

**Younkers Redevelopment**

**State Lobbyist Contract**

**Legacy Enterprise System**

**Social Equity**

**City of Des Moines  
Action Outlines 2016 – 2017**

<b>GOAL 1</b>	<b>FINANCIALLY SOUND CITY</b>
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<b>ACTION: LOCAL OPTION SALES TAX</b>		<b>PRIORITY</b>
		<i>Policy – Top</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Call for Election</li> </ul>	<ol style="list-style-type: none"> <li>1. Develop Background Information</li> <li>2. Pursue Legislative Change</li> <li>3. Council Decision on Election</li> <li>4. County Supervisors</li> <li>5. Election</li> </ol>	<p>Completed</p> <p>6/17</p> <p>7/17</p> <p>8/17</p> <p>TBD</p>
Responsibility: Scott Sanders, City Manager/Jeff Lester, City Attorney		

<b>ACTION: ECONOMIC DEVELOPMENT FINANCIAL POLICIES</b>		<b>PRIORITY</b>
		<i>Policy – Top</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• TIF Policy</li> <li>• Tax Abatement Guidelines</li> <li>• Relationship to Plan DSM</li> <li>• Tax Abatement for Nodes and Corridors</li> </ul>	<ol style="list-style-type: none"> <li>1. Review/refine TIF Policy Framework</li> <li>2. Council/Manager Work Session: TIF Policy</li> <li>3. Council Decision: TIF Policy Adoption</li> <li>4. Prepare report on Tax Abatement – Nodes and Corridors</li> <li>5. Council Presentation: Tax Abatement Report</li> </ol>	<p>12/16</p> <p>1/17</p> <p>2/17</p> <p>12/17</p> <p>1/18</p>
Responsibility: Matt Anderson, Assistant City Manager		

**ACTION: PRAIRIE MEADOWS REVENUES: PLAN “B”**

**PRIORITY**

*Mgmt – Top*

Key Issues

- Contract – Extension
- Revenues
- Interim Revenues

Activities/Milestones

1. Prepare Report with Options
2. Council Briefings: Report on Plan “B”
3. Monitor Court Actions

Time

6/17  
7/17  
Ongoing

Responsibility: Dan Ritter, Finance Director

**ACTION: STATE LOBBYIST CONTRACT**

**PRIORITY**

*Mgmt – High*

Key Issues

- Lobbyist Selection
- Legislative Agenda 2017

Activities/Milestones

1. Review Responses, Develop Recommendation
2. Prepare report
3. Council Decision: Award Contract
4. Develop Legislative Agenda for 2017

Time

10/16  
10/16  
11/16  
11/16

Responsibility: Jeff Lester, City Attorney

**ACTION: CITY SERVICES AND RESOURCE PLAN**

**PRIORITY**

*Mgmt*

Key Issues

Activities/Milestones

Time

Responsibility: Scott Sanders, City Manager



<b>► Management in Progress 2016 – 2017</b>		<b>TIME</b>
1. Airport Services Agreement		12/16
Responsibility: Carl Metzger, Deputy City Manager		
2. Rock Creek Sewer Title Acceptance Issues		12/16
Responsibility: Jeff Lester, City Attorney		
3. Risk Management and Asset Protection: Review, Staffing/Contract		7/17
Responsibility: Jeff Lester, City Attorney		

<b>GOAL 2</b>	<b>HIGH PERFORMING CITY ORGANIZATION</b>
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<b>ACTION: INFORMATION TECHNOLOGY UPGRADE PLAN</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;"><b>PRIORITY</b></td> </tr> <tr> <td style="padding: 2px;"><i>Policy – Top</i></td> </tr> </table>	<b>PRIORITY</b>	<i>Policy – Top</i>				
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<b>ACTION: POLICE STAFFING</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;"><b>PRIORITY</b></td> </tr> <tr> <td style="padding: 2px;"><i>Policy – High</i></td> </tr> </table>	<b>PRIORITY</b>	<i>Policy – High</i>				
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**ACTION: CITY WEBSITE REDESIGN**

<b>PRIORITY</b>
<i>Policy – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Relationship to Communication Strategic Plan</li> <li>• Goals</li> <li>• Ease of Use</li> <li>• Funding</li> </ul>	1. Define Scope of Project	10/17
	2. Select Contractor	11/17
	3. Gather Data from Departments	3/18
	4. Develop Messages, Online Services, Functionality	5/18
	5. Launch Website	12/18

Responsibility: Chief Communications Officer

**ACTION: COMMUNICATIONS STRATEGIC PLAN**

<b>PRIORITY</b>
<i>Mgmt – Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
	1. Develop Report/Strategic Plan	4/17
	2. Finalize Report/Strategic Plan	5/17
	3. Council/Manager Work Session	6/17
	4. Council Decision: Plan Direction	7/17

Responsibility: Shekinah Young, Interim Chief Communications Office

**ACTION: LEGACY ENTERPRISE SYSTEM**

<b>PRIORITY</b>
<i>Mgmt – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Direction</li> <li>• Funding</li> </ul>	1. Develop Recommendations	11/16
	2. Develop Budget FY 2018 Proposal	12/16
	3. Council Decision: Budget FY 2018 Funding	3/17

Responsibility: Anna Whipple, Information Technology Director

<b>► Management in Progress 2016 – 2017</b>		<b>TIME</b>
1. Leadership Academy Phase II – Managing and Evaluating Employee Performance		9/16 – 10/17
Responsibility: James Wells, Human Resources Director		
2. Summer Video Productions (18)		10/16
Responsibility: Shekinah Young, Communications Specialist		
3. Supervisor Boot Camp		10/16
Responsibility: James Wells, Human Resources Director		
4. Guardian Project		Completed
Responsibility: Dana Wingert, Police Chief		
5. Employee Self Service (ESS)		Completed
Responsibility: James Wells, Human Resources Director		
6. Police Body Cameras: Installation		12/16
Responsibility: Dana Wingert, Police Chief		
7. Fire NEMSIS 34 – e PCR Software Evaluation		12/16
Responsibility: John TeKippe, Fire Chief		
8. Fire Reporting System		12/16
Responsibility: John TeKippe, Fire Chief		
9. Employee Goal Setting/Performance Evaluation System: Tyler – Munis		12/16
Responsibility: James Wells, Human Resources Director		

► <b>Management in Progress 2016 – 2017 (Continued)</b>		TIME
10. Performance Management/Metric Program a) Goal: Metric b) Open Data: Policy c) Data Inventory d) Software Criteria	Responsibility: Laura Graham, Assistant to City Manager	12/16 4/17 7/17
11. Police In-Car Cameras Update: Installation	Responsibility: Dana Wingert, Police Chief	12/16 – 6/18
12. Data Storage for In-Car and Body Camera Data and Video	Responsibility: Anna Whipple, Information Technology Director	1/17
13. ERP Work Order System	Responsibility: Anna Whipple, Information Technology Director	1/17
14. Consolidated Deferred Compensation Plan	Responsibility: James Wells, Human Resources Director	1/17
15. Fire Training Academy	Responsibility: John TeKippe, Fire Chief	1/17
16. Police Vehicle Mobile Hotspot	Responsibility: Dana Wingert, Police Chief	1/17
17. CISS Primary Care Coordination (DMFD and Primary Health Care): Reduce Emergency Responses/Emergency Room Visits, Written HIPAA Responsibilities and Supplant the Business Associates Agreement	Responsibility: John TeKippe, Fire Chief	2/17
18. DMTV Broadcast Equipment Update	Responsibility: Shekinah Young, Interim Chief Communications Office	3/17

<b>► Management in Progress 2016 – 2017 (Continued)</b>		<b>TIME</b>
19. Fire/Arson Investigation Expansion		3/17
Responsibility: John TeKippe, Fire Chief		
20. Water Emergency Team (WET): CIP Decision		3/17
Responsibility: John TeKippe, Fire Chief		
21. Network Security Policy (Council Presentation)		4/17
Responsibility: Anna Whipple, Information Technology Director		
22. Tyler – Munis Data Conversion		4/17
Responsibility: James Wells, Human Resources Director		
23. Police/IT Facility and Workspace Needs Report		6/17
Responsibility: Dana Wingert, Police Chief and IT Director		
24. Worksite Wellness Assessment Action Plan		6/17
Responsibility: James Wells, Human Resources Director		
25. Fire Station Study Updates (Council Presentation)		7/17
Responsibility: John TeKippe, Fire Chief		
26. Fire Accreditation		TBD
a) Standard of Coverage: Study		4/18
b) Fire Strategic Plan		9/18
c) Completion		
Responsibility: John TeKippe, Fire Chief		
27. Health Insurance Review Committee System		Ongoing
Responsibility: James Wells, Human Resources Director		

<b>► Management in Progress 2016 – 2017 (Continued)</b>		<b>TIME</b>
28. Online Safety and Compliance Training		Ongoing
Responsibility: James Wells, Human Resources Director		
29. Position and Organizational Review		Ongoing
Responsibility: James Wells, Human Resources Director		

<b>► Major Projects 2016 – 2017</b>		<b>TIME</b>
1. Fire Mobile Data Terminals (MDT): Installation		12/16
Responsibility: John TeKippe, Fire Chief		
2. Police Station Elevator: Upgrade		6/17
Responsibility: Pam Cooksey, City Engineer		
3. Police Station: West Stairs Reconstruction		6/17
Responsibility: Pam Cooksey, City Engineer		
4. Warehouse Demolition (South of Police Station)		
Responsibility: Pam Cooksey, City Engineer		

<b>GOAL 3</b>	<b>SUSTAINABLE COMMUNITY: OUR NEIGHBORHOODS, OUR DOWNTOWN</b>
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<b>ACTION: ZONING ORDINANCE</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="text-align: center;"><b>PRIORITY</b></td></tr> <tr><td style="text-align: center;"><i>Policy – Top</i></td></tr> </table>	<b>PRIORITY</b>	<i>Policy – Top</i>				
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<b>ACTION: CITIZENS’ SUSTAINABILITY TASK FORCE RENEWAL</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="text-align: center;"><b>PRIORITY</b></td></tr> <tr><td style="text-align: center;"><i>Policy – Top</i></td></tr> </table>	<b>PRIORITY</b>	<i>Policy – Top</i>				
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**ACTION: PUBLIC TRANSIT**

<b>PRIORITY</b>
<i>Policy – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Long Term Funding</li> <li>• Stable Service</li> <li>• Relationship to DART</li> <li>• City’s Role</li> </ul>	<ol style="list-style-type: none"> <li>1. Governance Change</li> <li>2. Council Approval</li> </ol>	<p>4/17</p> <p>7/17</p>

Responsibility: Mayor/City Council

**ACTION: RELATIONSHIP TO NEIGHBORHOOD ASSOCIATIONS**

<b>PRIORITY</b>
<i>Policy – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Relationship to Associations</li> <li>• Who Speaks for the Neighborhood</li> <li>• City’s Role</li> <li>• Goals</li> <li>• City Actions</li> </ul>	<ol style="list-style-type: none"> <li>1. Compile Information, Existing Policies</li> <li>2. Prepare Overview Report</li> <li>3. Council/Manager Work Session: Discussion, Direction, Next Steps</li> </ol>	<p>12/16</p> <p>12/16</p> <p>2/17</p>

Responsibility: Phil Delafield, Community Development Director

**ACTION: STREETScape MASTER PLANS**

<b>PRIORITY</b>
<i>Policy – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Project Priority</li> <li>• Funding Mechanism</li> <li>• Streetscape – Scope</li> <li>• Design Template</li> <li>• Design Concept</li> </ul>	<ol style="list-style-type: none"> <li>1. Complete Draft Policy Revision/Project Priority and Funding by Project</li> <li>2. Council/Manager Work Session: Discussion, Direction</li> <li>3. Refine/Finalize Master Plan</li> <li>4. Council Decision: Master Plan Adoption</li> <li>5. Prepare Proposal for CIP Budget FY 2019</li> <li>6. Council Decision: CIP Budget FY 2019 Funding</li> </ol>	<p>1/17</p> <p>3/17</p> <p>6/17</p> <p>7/17</p> <p>12/17</p> <p>3/18</p>

Responsibility: Phil Delafield, Community Development Director

**ACTION: MARKET DISTRICT DEVELOPMENT**

<b>PRIORITY</b>
<i>Mgmt – Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Infrastructure Assessment</li> <li>• Environment Assessment</li> <li>• Land Acquisition</li> <li>• Market District Plan (Detailed)</li> </ul>	<ol style="list-style-type: none"> <li>1. Council/Manager Work Session: Market District Plan (Detailed); Infrastructure Assessment; Direction and Next Steps</li> </ol>	<p>1/17</p>

Responsibility: Matt Anderson, Assistant City Manager

**ACTION: CONVENTION HOTEL DEVELOPMENT**

<b>PRIORITY</b>
<i>Mgmt – Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
	<ol style="list-style-type: none"> <li>1. Council Update Report</li> <li>2. Hotel Opening</li> </ol>	<p>12/16</p> <p>3/18</p>

Responsibility: Matt Anderson, Assistant City Manager

**ACTION: FEDERAL COURTHOUSE LOCATION**

**PRIORITY**

*Mgmt – Top*

Key Issues

- Site
- Relationship to City Facilities

Activities/Milestones

1. Federal Site Preferred – Notification
2. Complete NEPA Review
3. Negotiate Purchase
4. Complete Design
1. Determine Partners – School, State

Time

- 9/16  
10/16 – 3/17  
6/17  
2019  
5/17

Responsibility: Erin Olson-Douglas

**ACTION: PREPARATION FOR MAJOR INCIDENT**

**PRIORITY**

*Mgmt – High*

Key Issues

- Mayor/Council Responsibility
- City Plan: Overview

Activities/Milestones

1. Council Briefing: Preparation

Time

1/17

Responsibility: Dana Wingert, Police Chief

**ACTION: YOUNKERS REDEVELOPMENT**

**PRIORITY**

*Mgmt – High*

Key Issues

- Development Agreement

Activities/Milestones

1. Council Briefing: Project Status
2. Council Decision: Preliminary Terms Adoption
3. Council Decision: Final Development Agreement Adoption

Time

- Completed  
Completed  
11/16

Responsibility: Matt Anderson, Assistant City Manager

**ACTION: SOCIAL EQUITY**

**PRIORITY**

*Mgmt – High*

Key Issues

Activities/Milestones

Time

- |   |       |
|---|-------|
| 1. Council Decision: Budget Adjustment  | 11/16 |
| 2. Council Decision: Special Equity Officer and Department Organization       | 11/16 |
| 3. Gather Data/Research – Understand Community and City Services to Community |       |
| 4. Develop Report   | 7/17  |
| 5. Council/Manager Work Session: Social Equity                                | 8/17  |

Responsibility: Joshua Barr, Civil and Human Rights Director

**ACTION: NEIGHBORHOOD REVITALIZATION PLAN: UPDATE**

**PRIORITY**

*Mgmt*

Key Issues

Activities/Milestones

Time

- |                                     |             |
|-------------------------------------|-------------|
| 1. Issue RFP                        | 11/16       |
| 2. Council Decision: Award Contract | 2/17        |
| 3. Develop Plan: Update             | 3/17 – 7/17 |

Responsibility: Phil Delafield, Community Development Director

**► Management in Progress 2016 – 2017**

1. Mobile Home Park Enforcement

8/17

Responsibility: Jeff Lester, City Attorney/Phil Delafield, Community Development Director

2. Business Retention and Visitation Program: Regular Update

Ongoing

Responsibility: Matt Anderson, Assistant City Manager

3. Vacant Public Nuisances

- Report
- FY 2018 Budget Funding

12/16  
3/17

Responsibility: Phil Delafield, Community Development Director

<b>► Management in Progress 2016 – 2017 (Continued)</b>		<b>TIME</b>
4. Historic Preservation Plan (including Landmark Protection)		12/18
Responsibility: Phil Delafield, Community Development Director		
5. Private Property Tow Contract: Update		6/17
Responsibility: Phil Delafield, Community Development Director		
6. Housing Service Office Relocation to River Place		9/16 – 10/16
Responsibility: Jackie Lloyd, Housing Services Director		
7. Public Housing Program: Online Application		12/16
Responsibility: Jackie Lloyd, Housing Services Director		
8. Section 8 Housing Assistance Checks: Direct Deposit		7/17
Responsibility: Jackie Lloyd, Housing Services Director		
9. Relocate 28 Victims of Elliott Apartments Fire (Housing Choice Voucher Holders)		11/16
Responsibility: Jackie Lloyd, Housing Services Director		
10. Pawnshop Ordinance: Revision		3/17
Responsibility: Dana Wingert, Police Chief		

<b>► Major Projects 2016 – 2017</b>		<b>TIME</b>
1. Public Housing Units: Capital Improvement Projects		11/16
Responsibility: Jackie Lloyd, Housing Services Director		
2. Walnut Streetscape Phase I: 5 <sup>th</sup> and 8 <sup>th</sup>		6/17
Responsibility: Pam Cooksey, City Engineer		
3. Roosevelt Cultural District Streetscape		2018
Responsibility: Pam Cooksey, City Engineer		

<b>GOAL 4</b>	<b>UPGRADED CITY INFRASTRUCTURE AND BUILDINGS</b>
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<b>ACTION: PUBLIC WORKS AND FLEET RELOCATION</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;"><b>PRIORITY</b></td> </tr> <tr> <td style="padding: 2px;"><i>Policy – Top</i></td> </tr> </table>	<b>PRIORITY</b>	<i>Policy – Top</i>																
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<b>ACTION: CITY HALL PROJECT</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;"><b>PRIORITY</b></td> </tr> <tr> <td style="padding: 2px;"><i>Mgmt – Top</i></td> </tr> </table>	<b>PRIORITY</b>	<i>Mgmt – Top</i>							
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<b>ACTION: WALKABILITY STUDY: TRAFFIC MODELING</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;"><b>PRIORITY</b></td> </tr> <tr> <td style="padding: 2px;"><i>Mgmt – High</i></td> </tr> </table>	<b>PRIORITY</b>	<i>Mgmt – High</i>										
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**ACTION: PARKING GARAGES FACILITY CONDITION**

**PRIORITY**

*Mgmt – High*

Key Issues

- Projects
- Funding

Activities/Milestones

1. Prepare FY 2018 CIP Proposal
2. Complete Report
3. Council Workshop
4. Council Decision: Budget FY 2018 CIP Funding

Time

- 12/16  
1/17  
2/17  
3/17

Responsibility: Pam Cooksey, City Engineer

► **Management in Progress 2016 – 2017**

1. Watershed Management Authorities WMA Agreement to Establish Watershed Coordinator to Implement Watershed Plans

Responsibility: Jonathan Gano, Public Works Director

2. Sewer System: Additional Televising

Responsibility: Jonathan Gano, Public Works Director

3. Tree Disposal Site: Clean Up and Management

Responsibility: Jonathan Gano, Public Works Director

4. Sanitation Collection Routes: Review

Responsibility: Jonathan Gano, Public Works Director

5. Harriet Street Composting Operational Plans

Responsibility: Jonathan Gano, Public Works Director

6. ERU Audit

Responsibility: Pam Cooksey, City Engineer

**TIME**

9/16

12/16

12/16

12/16

1/17

1/17



<b>► Management in Progress 2016 – 2017 (Continued)</b>		<b>TIME</b>
7. Levee System Assessment and Evaluation Report – Southeast Des Moines		3/17
Responsibility: Pam Cooksey, City Engineer		
8. Levee Penetrations Televising		5/17
Responsibility: Jonathan Gano, Public Works Director		
9. Inspection and Approval of Deduct Water Meters (Lawn Irrigation/Cooling Towers) Policy with Des Moines Water Works		5/17
Responsibility: Jonathan Gano, Public Works Director		
10. Comprehensive Pump Station and Generator Maintenance Plan: Development		6/17
Responsibility: Jonathan Gano, Public Works Director		
11. Fiber Management in Public Right-of-Way		6/17
Responsibility: Pam Cooksey, City Engineer		
12. Emerald Ash Borer Program (Year 3)		6/17
Responsibility: Jonathan Gano, Public Works Director		
13. Organic Recycling Program Feasibility Study and Pilot Project		6/17
Responsibility: Jonathan Gano, Public Works Director		
14. Sewer Inventory Using Lucity EAM Software		6/17
Responsibility: Jonathan Gano, Public Works Director		
15. Major Equipment Purchases		
a) Slurry Truck		7/17
b) Asphalt Tack Truck		7/17
c) Loader Mounted Snow Blower		7/17
Responsibility: Jonathan Gano, Public Works Director		

<b>► Management in Progress 2016 – 2017 (Continued)</b>		<b>TIME</b>
16. NE Fire Station Siting: Land Acquisition		7/17
Responsibility: John TeKippe, Fire Chief		
17. Levee Accreditation Feasibility Study: Completion		2018
Responsibility: Pam Cooksey, City Engineer		
18. Project Civic Access: ADA Sidewalk Ramps		2023
Responsibility: Pam Cooksey, City Engineer		

<b>► Major Projects 2016 – 2017</b>		<b>TIME</b>
1. 7 <sup>th</sup> and Grand Garage Demolition		Completed
Responsibility: Pam Cooksey, City Engineer		
2. 5 <sup>th</sup> and Walnut Parking Ramp Demolition		12/16 TBD
<ul style="list-style-type: none"> <li>• Closure</li> <li>• Demolition</li> </ul>		
Responsibility: Pam Cooksey, City Engineer		
3. Parking Garage Structural Repairs		1/17 1/17
<ul style="list-style-type: none"> <li>a) 4<sup>th</sup> and Grand</li> <li>b) 3<sup>rd</sup> and Court</li> </ul>		
Responsibility: Pam Cooksey, City Engineer		
4. Annual Street Maintenance Program 2017		4/17
Responsibility: Jonathan Gano, Public Works Director		
5. Jackson Street Bridge: Opening 2017		4/17
Responsibility: Pam Cooksey, City Engineer		

<b>► Major Projects 2016 – 2017 (Continued)</b>		<b>TIME</b>
6. WRA Gas Recovery Project		5/17
	Responsibility: Jonathan Gano, Public Works Director	
7. Yeader Creek Stabilization Project		5/17
	Responsibility: Jonathan Gano, Public Works Director	
8. Leetown Creekway Channel Improvements		7/17
	Responsibility: Jonathan Gano, Public Works Director	
9. City Hall Garage Construction: Opening 2017		9/17
	Responsibility: Pam Cooksey, City Engineer	
10. City Hall LED Project		10/17
	Responsibility: Pam Cooksey, City Engineer	
11. Grand Avenue Bridge: Reconstruction		12/17
	Responsibility: Pam Cooksey, City Engineer	
12. Reduce Backlog of Dead/Hazardous Tree Removal		6/18
	Responsibility: Jonathan Gano, Public Works Director	
13. WRA Phosphorous Recovery Project		11/18
	Responsibility: Jonathan Gano, Public Works Director	
14. Pump Station I, II, III: Design Construction		2018 – 2019
	Responsibility: Pam Cooksey, City Engineer	
15. Skywalk HVAC and Roof Replacement Projects		Ongoing
	Responsibility: Pam Cooksey, City Engineer	

<b>GOAL 5</b>	<b>LIVABLE COMMUNITY: EXPANDED LEISURE, ARTS AND CULTURE OPPORTUNITIES</b>
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<b>ACTION: RIVERVIEW PARK IMPROVEMENT</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;"><b>PRIORITY</b></td> </tr> <tr> <td style="padding: 2px;"><i>Policy – High</i></td> </tr> </table>	<b>PRIORITY</b>	<i>Policy – High</i>				
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<b>ACTION: RESTROOMS IN PARKS</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;"><b>PRIORITY</b></td> </tr> <tr> <td style="padding: 2px;"><i>Policy – High</i></td> </tr> </table>	<b>PRIORITY</b>	<i>Policy – High</i>				
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<b>ACTION: DES MOINES RIVER TRAIL, PHASE 2</b>		<b>PRIORITY</b>
		<i>Mgmt – Top</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
	1. Grant Notification	12/16
	2. Complete Design	10/17
Responsibility: Ben Page, Parks and Recreation Director		

<b>► Management in Progress 2016 – 2017</b>		<b>TIME</b>
1. Gray’s Lake Master Plan: Update Adoption		9/16
Responsibility: Ben Page, Parks and Recreation Director		
2. P & R Marketing Plan		1/17
Responsibility: Ben Page, Parks and Recreation Director		
3. Library RFID Anti-Theft Security System		12/17
Responsibility: Greg Heid, Library Director		

<b>► Major Projects 2016 – 2017</b>		<b>TIME</b>
1. Four Mile Community Center Remodel: Phase 1		Completed
Responsibility: Ben Page, Parks and Recreation Director		
2. Ewing Park Nature Trail Phase II		Completed
Responsibility: Ben Page, Parks and Recreation Director		
3. Neal Smith Trail Renovation		Completed
Responsibility: Ben Page, Parks and Recreation Director		

<b>► Major Projects 2016 – 2017 (Continued)</b>		<b>TIME</b>
4. Steam Bank Stabilization		
a) Walnut Creek (Completed)		10/16
b) Four Mile Creek (Completed)		10/16
Responsibility: Jonathan Gano, Public Works Director		
5. Prospect Park Disc Golf Course		11/16
Responsibility: Ben Page, Parks and Recreation Director		
6. Redhead Park Improvements (Completed)		11/16
Responsibility: Ben Page, Parks and Recreation Director		
7. Library Isolated Security Camera System: Installation		12/16
Responsibility: Gregory Heid, Library Director		
8. Glendale Abbey Restoration		
• Phase 1: Roof		1/17
• Phase 2: HVAC		6/17
Responsibility: Ben Page, Parks and Recreation Director		
9. Allen Park Community Garden		3/17
Responsibility: Ben Page, Parks and Recreation Director		
10. Automated 24/7 Kiosk Library (Ward 4)		4/17
Responsibility: Gregory Heid, Library Director		
11. Pioneer Park Road		4/17
Responsibility: Ben Page, Parks and Recreation Director		
12. Golf Course Irrigation Improvements		4/17
Responsibility: Ben Page, Parks and Recreation Director		

<b>► Major Projects 2016 – 2017 (Continued)</b>		<b>TIME</b>
13. Ewing Park Lilac Arboretum Donor Plaza		9/17
Responsibility: Ben Page, Parks and Recreation Director		
14. Pioneer – Columbus Community Center Remodel: Phase 2		11/17
Responsibility: Ben Page, Parks and Recreation Director		
15. Fairmont Park Playground		11/17
Responsibility: Ben Page, Parks and Recreation Director		
16. Sheridan Park Sprayground		11/17
Responsibility: Ben Page, Parks and Recreation Director		
17. Mac Rae Park		11/17
• Shelter House		Ongoing
• Woodlands Restoration		
Responsibility: Ben Page, Parks and Recreation Director		
18. Waveland Golf Course: Hole #1 Dredging		CIP 2018
Responsibility: Ben Page, Parks and Recreation Director		
19. Glendale Cemetery Storm Water Improvements		CIP 2018
Responsibility: Ben Page, Parks and Recreation Director		
20. Invasive Species Removal		Ongoing
Responsibility: Ben Page, Parks and Recreation Director		

**City of Des Moines  
Policy Calendar 2016 – 2017**



## MONTH

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September 2016

1. Briefing: Younkers Redevelopment (Presented 9/26/16)
2. Decision: Preliminary Terms for Younkers Redevelopment (Approved 9/26/16)
3. Decision: WMA Agreement (Approved 8/22/16)
4. Decision: Gray's Lake Master Plan Adoption (Approved 9/12/16)

**MONTH**

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October 2016

## MONTH

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November 2016

1. Decision: Contract for State Lobbyist
2. Decision: Younkers Redevelopment, Final Development Agreement Adoption
3. Council/Manager Work Session: Walkability Study
4. Decision: Mid-Year Budget Adjustment for Social Equity
5. Decision: Mid-Year Budget for Public Works/Fleet Relocation

## MONTH

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December 2016

1. Update Report: Convention Hotel Development
2. Decision: Airport Services Agreement
3. Workshop: Parking Garage Facilities Condition Study
4. Workshop: Report on Vacant Public Nuisances

## MONTH

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January 2017

1. Council/Manager Work Session: TIF Policy
  
2. Council/Manager Work Session: Market District Direction and Fleet Relocation Land Acquisition
  
3. Briefing: Preparation for a Major Incident
  
4. Council/Manager Work Session: Restrooms in Parks

## MONTH

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February 2017

1. Decision: TIF Policy Adoption
2. Update Report: City Hall Project
3. Decision: Award Contract for Neighborhood Revitalization Plan: Update
4. Council/Manager Work Session: Relationship to Neighborhood Associations

## MONTH

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March 2017

1. Decision: Budget FY 2018 Funding for Information Technology Upgrade
2. Decision: Budget FY 2018 Funding for Police Officers
3. Decision: Budget FY 2018 Funding for Legacy Enterprise System
4. Decision: Budget FY 2018 Funding for Water Emergency Team (WET)
5. Decision: Budget FY 2018 Funding for Vacant Public Nuisances
6. Decision: Budget FY 2018 Funding for Public Works Relocation/Fleet
7. Decision: CIP Budget FY 2018 Funding for Parking Garages Facility
8. Decision: CIP Budget FY 2018 Funding for Riverview Park Improvements
9. Decision: CIP budget FY 2018 Funding for Restrooms in Parks
10. Council/Manager Work Session: Streetscape Master Plan Framework

## MONTH

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April 2017

1. Presentation: Network Security Plan



# MONTH

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May 2017

## MONTH

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June 2017

1. Council/Manager Work Session: Communications Strategic Plan
2. Decision: Private Property Tow Contract

## MONTH

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July 2017

1. Briefings: Prairie Meadows Revenue – Plan “B”
2. Decision: Communications Strategic Plan Adoption, Direction
3. Presentation: Fire Station Study
4. Decision: Streetscape Master Plan
5. Decision: Local Option Sales Tax Election
6. Decision: DART Governance Structure

## MONTH

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August 2017

1. Council/Manager Work Session: Citizens' Sustainability Report
2. Council/Manager Work Session: Social Equity

## MONTH

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September 2017

1. Council/Manager Work Session: Riverview Park Improvements

## MONTH

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October 2017

1. Review: Proposed Zoning Ordinance
2. Council/Manager Work Session: Citizens' Sustainability Task Force

# MONTH

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2018

1. Decision: Tax Abatement

