



## Request for City Council Committee Action From the Department of Public Works

**Date:** July 27, 2010  
**To:** Honorable Sandra Colvin Roy, Chair Transportation & Public Works Committee  
**Referral:** Honorable Betsy Hodges, Chair Ways & Means Committee  
**Subject:** **Hiawatha Maintenance Facility – Public Open House Event**

**Recommendation:**

Adopt a resolution to accept donations of presentation materials, volunteer time and refreshments from RSP Architects and Knutson Construction for the purposes of the Hiawatha Maintenance Facility Public Open House.

**Previous Directives:**

- August 3, 2007: City Council and Mayor adopted Resolution 2007R-412, amending Resolution 2005R-485, which increased the gift acceptance from \$1,000 to \$15,000.
- August 19, 2005: City Council and Mayor adopted Resolution 2005R-485, to allow individual City departments to receive gifts with a value of \$1,000 or less.

**Prepared by:** Paul Miller, Senior Project Manager 673-3603

**Approved by:**

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Steven A. Kotke, P.E., City Engineer, Director of Public Works

**Presenters:** Paul Miller, Sr. Project Manager, Department of Public Works, Property Services

**Reviews**

Permanent Review Committee (PRC): Approval NA Date \_\_\_\_\_  
Civil Rights Approval Approval NA Date \_\_\_\_\_  
Policy Review Group (PRG): Approval NA Date \_\_\_\_\_

**Financial Impact**

No financial impact

**Community Impact**

Neighborhood Notification:

City Goals: A SAFE PLACE TO CALL HOME: the city's infrastructure will be well-maintained, people will feel safe in the city.

Comprehensive Plan: NA

Zoning Code: NA

## **Background/Supporting Information**

On August 3, 2007, the City Council adopted a resolution (Resolution 2007R-412) amending a previous action (Resolution 2005R-485) that allows individual City departments to receive gifts, to increase the Gift Acceptance value from \$1,000 to \$15,000 or less.

The Department of Public Works and the Communications Department have begun planning efforts for an Open House Event for the recently completed Hiawatha Maintenance Facility. In cooperation with the Mayor's Office and Council Member's Sandra Colvin Roy and Gary Schiff the date of August 15, 2010 has been selected for the event. The Open House is intended to be a public event showcasing the new facility and Public Works. As part of the planning efforts, RSP Architects and Knutson Construction have expressed interest in participating in the planning efforts, contributing presentation materials, volunteer time and donating refreshments for the event.

Therefore, we are requesting to adopt a resolution to accept a donation of presentation materials, volunteer time and refreshments from RSP Architects and Knutson Construction for the purposes of the Hiawatha Maintenance Facility Public Open House.