



**DATE:** April 25, 2022

**TO:** Honorable Mayor and City Councilmembers  
David Perrault, City Administrator

**FROM:** David Swearingen, P.E. Public Works Director / City Engineer

**SUBJECT:** Approval of 2022 ICWC Contract

Budgeted Amount:  
\$14,250

Actual Amount:  
\$14,250

Funding Source:  
General Fund (Street/Park), Surface  
Water Utility Fund

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**Council Should Consider**

Motions to approve, table, or deny the following:

- 2022 contract with the Minnesota Department of Corrections Institution Community Work Crew (ICWC) program.

*All items need a simple majority for action unless otherwise noted.*

**Background/Discussion**

In May 2019, the City entered into a one-year contract with the Minnesota Department of Corrections to participate in the Institution Community Work Crew (ICWC) program. The program provided a work crew consisting of a crew leader and up to ten crewmembers for up to ten hours per day to complete predetermined work plans. Work dates were available on Friday, Saturday and Sunday at a cost of \$85 per hour.

ICWC crews have been utilized to complete buckthorn removal in several Parks, they've also performed debris/sediment removal, ditch maintenance, slope stabilization, rain garden maintenance, and performed landscape maintenance at City Hall, Highway 96 median areas and the gateway sign on New Brighton Road.

The ICWC has provided a new contract for the 2022 season as provided in Attachment A. The terms of this proposed contract are similar to previous years.

A preliminary 2022 ICWC work plan is provided as Attachment B. This work plan can be modified during the 2022 contract term based on City Council priorities and availability of ICWC work crews.

**Budget Impact**

The 2022 Operating Budget contains the following funding amounts for services by ICWC:

General Fund Street Maintenance	\$ 4,250
General Fund Park Maintenance	\$ 5,000
Surface Water Utility Fund	<u>\$ 5,000</u>
Total	\$14,250

**Attachments**

Attachment A: 2022 ICWC Contract Document

Attachment B: Preliminary 2022 ICWC Work Plan