

**TO:** Mayor Robinson and City Council

**FROM:** Jeffrey L. McCormick, Chief of Police

**SUBJECT:** Accept Generator from Mayo Clinic Health Systems Cannon Falls and Approve Expenses to Relocate and Install at City Hall/Police Station

**DATE:** February 26, 2015

**BACKGROUND**

The city hall/police station complex does not have a backup generator in the event of loss of power to the building. The loss of power would result in loss of the city IT services: telephone, e-mail, servers, website, social media and cable channel until power is restored. That loss could significantly impact staff's ability to provide updated/timely communications to each other, elected officials and residents.

Mayo Clinic Health System Cannon Falls is generously offering to donate to us their generator from their former facility. This generator has limited hours on it and would be able to operate our entire facility.

The only expense to the city would be the cost of disconnecting the existing generator and related equipment, relocating to city hall, and installing a pad and wiring the generator for our building. An estimate of \$15,000 has been received to disconnect and reconnect the generator and there would be a cost to install a concrete pad and exterior sound wall, if needed. Staff feels that the total project could be done within the \$15,000 to \$20,000 range. Staff will use city resources where possible to minimize the project cost.

At this point the estimated cost can be covered within the Police Department budget. Once the final cost is known, staff will determine if other funds can be utilized to share the cost across other departments.

**STAFF RECOMMENDATION**

Recommend to accept the generator from Mayo Clinic Health Systems Cannon Falls and approve the necessary expenses of moving and installing it at the city hall/police station complex.

**REQUESTED COUNCIL ACTION**

Motion and approval to accept the generator from Mayo Clinic Health Systems Cannon Falls and approve the necessary expenses of moving and installing it at the city hall/police station complex.