


COUNCIL COMMUNICATION

	Number:	24-292	Meeting:	July 15, 2024
	Agenda Item:	54B	Roll Call:	24-0985
	Submitted by:	Chris Johansen, Neighborhood Services Department Director		

AGENDA HEADING:

Approving Procurement of Vehicle Towing Storage Services from G&S Services, Inc. in the total annual estimated amount of \$5,000.

SYNOPSIS:

With this action, the City Council would approve a contract with G&S Services, Inc. to provide vehicle impound services on private property as part of the City's code enforcement programs. Programs covered through this program include Chapter 42, Article VI (Nuisances) and Chapter 134 (Zoning).

FISCAL IMPACT:

Amount: \$5,000

Funding Source: NS041042 – 457090, Neighborhood Services, General Fund

ADDITIONAL INFORMATION:

- This contract is bid to assist the Neighborhood Services Department in the code enforcement programs that maintain the City's neighborhoods. The vehicles that would be towed under this contract are illegally stored on private property within the City. These vehicles are either inoperable, unregistered, or are in violation of the City's zoning code. In FY 2023/24 the City Neighborhood Services Department facilitated towing 576 vehicles from private property in violation of City Codes.
- Property owners are provided at least one (1) and usually two (2) Notices of Violation (NOV's) and are given opportunities to address the violation before staff orders the removal of the vehicle. The process includes a notice sent by regular mail to all parties that have a legal interest in the property, including tenants. The first notice gives the owner 14 days to remove the vehicle. If the violation remains, a second notice is issued by certified mail and regular mail giving notice that if the vehicle is not moved in seven (7) days the City will remove the vehicle and assess the real property for the costs of abatement if the abatement invoice goes unpaid. In instances of Zoning Ordinance violations, the owner may have notice of up to 14 days or longer after receipt of a District Court decision (no certified notice given) before the vehicle is impounded. After the vehicle is towed the owner of the vehicle is given an opportunity to pay the costs of the removal, including the tow charges, and recover the vehicle from the vehicle impound lot.

PREVIOUS COUNCIL ACTION(S):

Date: April 20, 2015

Roll Call Number: [15-0704](#)

Action: [Approving](#) bid from G & S Service, Inc. (Glen Mikel, President) for junk vehicle towing contract for a period of one-year with four one-year renewal options for use by Neighborhood Inspection Zoning Division of Community Development Department. (Three {3} potential bidders, one {1} received)

Date: February 11, 2013

Roll Call Number: [13-0263](#)

Action: [Bid](#) from G & S Service Inc. for an annual contract with four additional one (1)-year renewal options to furnish towing, storage and disposition services of junk vehicles for use by the Neighborhood Inspection Division, annual estimated revenue \$85,760.45. (Four {4} bids mailed, three {3} received). Continued from January 28, 2013 Council meeting.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

For more information on this and other agenda items, please call the City Clerk's Office at 515-283-4209 or visit the Clerk's Office on the first floor of City Hall, 400 Robert D Ray Drive. Council agendas are available to the public at the City Clerk's Office on Thursday afternoon preceding Monday's Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email to cityclerk@dmgov.org.