

**MOORPARK CITY COUNCIL
AGENDA REPORT**

TO: Honorable City Council

FROM: Dave Klotzle, City Engineer/Public Works Director 

DATE: September 24, 2012 (CC Meeting of 10/03/12)

SUBJECT: Consider Agreement for the Installation of Global Positioning System Units on City Vehicles and a Resolution Amending the Fiscal Year 2012/13 Budget to Appropriate Funds for the Installation of the Global Positioning System Units

DISCUSSION

A Global Positioning System (GPS) is a highly accurate satellite-based navigation system used to determine one's precise location (latitude, longitude and altitude) at a specific time. GPS is commonly used to monitor vehicles in a wide variety of applications such as law enforcement, fire protection, utility services, transit operations, solid waste collection and municipal services.

Installation of GPS units on municipal service vehicles has been shown to reduce unauthorized vehicle use, speeding and unsafe driving. GPS also enables a stolen vehicle to be located and recovered quickly. Some agencies integrate the information gathered by the GPS units into their fleet maintenance operations.

Staff is recommending that GPS units be installed on eighteen vehicles that are used on a regular basis by the Community Development, Public Works, Parks and Recreation, and Community Services departments. A small device mounted in the vehicle would communicate via satellite through a secure website that can be accessed by supervisors for monitoring vehicle use. Highly customized monitoring and reporting parameters can be established to meet the goals of monitoring the usage of City vehicles. The monitoring parameters can be set up to send a supervisor an email at the point in time that a vehicle leaves the City limits or exceeds a certain speed. Supervisors can view the current or past location of vehicles through a website, as well as generate reports of data for a specific time period such as the hours a vehicle is used, miles driven, time spent idling, etc.

In 2011, the Public Works Department performed a no-cost trial of one GPS unit installed on the Public Works Superintendent's vehicle. Monitoring parameters were established and staff monitored the location and use of the vehicle for approximately one month. Staff determined that GPS would allow the City to efficiently monitor certain maintenance vehicles that are used on a regular basis.

On July 6, 2011, City Council approved an addendum to the 2010-2012 Memorandum of Understanding (MOU) with Service Employees International Union (SEIU), Local 721 to add Section 1408 to Article 14, Miscellaneous Provisions. The new section describes agreed upon revisions to Section 2.12 of the Personnel Rules, primarily pertaining to City use of a GPS device to monitor the use of City vehicles. The language changes clarified that the monitoring may include use of a GPS device, that employees will be trained on the capabilities of the GPS, and that a notice will be posted in vehicles with a GPS monitoring device.

FISCAL IMPACT

Cost estimates for the GPS device installation and monthly service fee were obtained from several GPS providers during the trial period. The cost of the installed GPS device is approximately \$450.00 and the service fee is approximately \$35.00 per month for each device. The initial purchase and installation of eighteen GPS devices would be approximately \$8,100.00 and the annual cost for service would be approximately \$7,560.00. A final selection of the GPS provider will be made, and an agreement for the device installation and monthly service will be executed.

A resolution amending the FY 2012/13 Budget is required to appropriate \$12,000.00 from the General Fund (Fund 1000) for the GPS device installation and the service fee through June 30, 2013. Sufficient funding for the continuation of the GPS service at an estimated annual cost of \$7,600.00 will be included in the proposed budget for FY 2013/14.

STAFF RECOMMENDATIONS (ROLL CALL VOTE)

1. Authorize the City Manager to execute an agreement for GPS device installation and monthly service through June 30, 2013 at a cost not to exceed \$12,000.00 subject to final language approval by the City Manager and City Attorney.
2. Adopt Resolution No. 2012 - _____ amending the FY 2012/13 Budget to fund the GPS device installation and monthly service.

Attachment: Resolution

RESOLUTION NO. 2012 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOORPARK, CALIFORNIA, AMENDING THE FISCAL YEAR 2012/13 BUDGET TO APPROPRIATE FUNDS FOR THE INSTALLATION OF GLOBAL POSITIONING SYSTEM UNITS AND THE SERVICE FEE THROUGH JUNE 30, 2013 FROM THE GENERAL FUND (1000)

WHEREAS, on June 20, 2012, the City Council adopted the Operating and Capital Improvement budget for Fiscal Year 2012/13; and

WHEREAS, a staff report has been presented to the City Council summarizing the need for global positioning system (GPS) units on City vehicles and the associated service fee through the remainder of FY 2012/13; and

WHEREAS, a budget appropriation of \$12,000.00 is needed from the General Fund (1000) to finance the GPS equipment and the service fee through June 30, 2013; and

WHEREAS, Exhibit "A" attached hereto and made a part hereof, describes said budget amendment and its resultant impacts to the budget line items.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MOORPARK DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. That a budget amendment in the aggregate increase of \$12,000.00 as described in Exhibit "A" attached hereto, is hereby approved.

SECTION 2. The City Clerk shall certify to the adoption of this resolution and shall cause a certified resolution to be filed in the book of original Resolutions.

PASSED AND ADOPTED this 3rd day of October, 2012.

Janice S. Parvin, Mayor

ATTEST:

Maureen Benson, City Clerk

Attachment: Exhibit 'A': Budget Appropriation and Fund Transfer Detail.

EXHIBIT "A"

**BUDGET AMENDMENT FOR
GENERAL FUND (1000) FOR INSTALLATION OF GPS EQUIPMENT
AND THE SERVICE FEE THROUGH JUNE 30, 2013
FY 2012-13**

FUND ALLOCATION FROM:

Fund	Account Number	Amount
GENERAL FUND	1000-5500	\$ 12,000.00
Total		\$ 12,000.00

DISTRIBUTION OF APPROPRIATION TO EXPENSE ACCOUNTS:

Account Number	Current Budget	Revision	Amended Budget
1000.8310.0000.9102	\$ -	\$ 12,000.00	\$ 12,000.00
			\$ -
Total	\$ -	\$ 12,000.00	\$ 12,000.00

Finance Approval: 