

**MOORPARK CITY COUNCIL  
AGENDA REPORT**

**TO:** Honorable City Council

**FROM:** Jessica Sandifer, Management Analyst 

**DATE:** April 15, 2015 (CC Meeting of 05/06/15)

**SUBJECT:** Consider Resolution Amending the Budget for Fiscal Year 2014/15 for Repairs at 1493 Walnut Canyon Road

**BACKGROUND & DISCUSSION**

The City purchased 1493 Walnut Canyon Road to be used as part of the right-of-way needed for the future North Hills Parkway. Since the house is in relatively good condition, and the timeline for the North Hills Parkway project is uncertain, staff intends to rent the house until such time as it is needed for development of the North Hills Parkway. This should be no less than five years. After the home was purchased, staff replaced the carpeting and had the interior of the home painted. After a subsequent walk-through, staff noted some additional deferred maintenance items that should be taken care of prior to renting the unit. The list of repairs includes:

- Replace suspended lights and ceiling panels in kitchen
- Replace/add blinds on all windows and patio doors
- Replace/repair window and patio door screens
- Replace bedroom door handles
- Replace light switch and electric plug faceplates
- Replace toilets
- Replace mirror in hallway bathroom
- Add smoke detectors and carbon monoxide detector
- Replace malfunctioning ceiling fans (3)
- Repair or replace sliding glass door in master bedroom
- Exterior painting
- Replace HVAC system
- Fireplace safety inspection
- Cleaning of the unit at completion of repairs

The items that are being replaced are broken, leaking, missing, or in deteriorated condition. In addition to these items and in consideration of the Governor's mandate to

reduce water use by 25%, staff is taking this opportunity to reduce the amount of turf and irrigated landscaping at the property. Staff will apply for applicable turf removal rebates to offset the cost of the landscape modification.

The cost to replace the carpeting and paint the interior of the home was \$4,848.51. Staff has received informal bids for the remaining work totaling \$19,300 and \$4,000 for the landscape modifications. A contingency of \$3,000 should be added for any other unforeseen items for a total budget of \$26,300. If approved the total repair work estimate, including work already completed, would be \$31,149.

The residence is a large property with a large yard and it is staff's intent to list the property for rent at \$2,200/month. At this rental rate, the repair work would be paid back within 14 months.

#### **FISCAL IMPACT**

The property maintenance costs are funded with City-wide Traffic Mitigation Fund (2002) and there is no impact to the General Fund.

As mentioned above, the total budget for the additional repair work is \$26,300. There is approximately \$7,000 available in the Property Maintenance Division's budget for the North Hills Park project right-of-way (ROW) parcels (2002-7625-8061-9252) that staff is proposing to transfer to a newly established budget unit 2002-7625-5095 for the 1493 Walnut Canyon Road. Staff is requesting an additional \$19,300 from the City-wide Traffic Mitigation Fund (2002) to fully fund the repair work and contingency.

#### **STAFF RECOMMENDATION (ROLL CALL VOTE)**

Adopt Resolution No. 2015-\_\_\_\_\_, appropriating \$19,300 from the City-wide Traffic Mitigation Fund (2002) for the repairs at 1493 Walnut Canyon Road.

Attachment - Resolution

ATTACHMENT 1

RESOLUTION NO. 2015-\_\_\_\_\_

A RESOLUTION OF CITY COUNCIL OF THE CITY OF MOORPARK, CALIFORNIA, AMENDING THE FISCAL YEAR 2014/2015 BUDGET BY APPROPRIATING \$19,300.00 FROM THE CITY-WIDE TRAFFIC MITIGATION FUND (2002) FOR REPAIRS AT 1493 WALNUT CANYON ROAD

WHEREAS, on June 18, 2014, the City of Moorpark adopted the Operating and Capital Improvement budget for Fiscal Year 2014/15, which includes \$17,500.00 in 2002-7625-8061-9252 (1449 Walnut Canyon Road N. Hills) for the maintenance of the North Hills Parkway Project's (CIP 8061) right-of-way property; and

WHEREAS, on October 15, 2014, the City Council adopted Resolution No. 2014-3325 approving the acquisition of the second right-of-way parcel located at 1493 Walnut Canyon Road for the CIP 8061, accepting the grant deed and amending the FY 2014/15 budget by \$650,000.00 from the City-wide Traffic Mitigation Fund (2002); and

WHEREAS, a staff report has been presented to the City Council proposing to complete several repairs to the 1493 Walnut Canyon Road property for an estimated cost of \$31,149.00 and then lease out the property at market rate until the development of the CIP 8061; and

WHEREAS, a budget amendment of \$19,300.00 from the City-wide Traffic Mitigation Fund (2002) and a budget transfer of \$11,900.00 from 2002-7625-8061-9252 (1449 Walnut Canyon Road N. Hills) to the new budget unit 2002-7625-5095-9252 (1493 Walnut Canyon Road N. Hills) is requested to complete the repair work at said property; and

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

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

SECTION 1. A budget amendment in the amount of \$19,300.00 from the City-wide Traffic Mitigation Fund (2002) as more particularly described in Exhibit "A", attached hereto, is hereby approved.

SECTION 2. A budget transfer of \$11,900.00 from 2002-7625-8061-9252 to 2002-7625-5095-9252 as more particularly described in Exhibit "A", attached hereto, is hereby approved.

SECTION 3. 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 6th day of May, 2015.

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Janice S. Parvin, Mayor

ATTEST:

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Maureen Benson, City Clerk

Exhibit A – Budget Amendment

EXHIBIT A

BUDGET AMENDMENT FOR

City-wide Traffic Mitigation Fund (2002) for repairs to 1493 Walnut Canyon Road

2014/15

FUND ALLOCATION FROM:

Fund	Account Number	Amount
City-wide Traffic Mitigation Fund	2002-5500	\$ 19,300.00
Total		\$ 19,300.00

DISTRIBUTION OF APPROPRIATION TO EXPENSE ACCOUNTS:

Account Number	Current Budget	Revision	Amended Budget
2002.7625.8061.9252	\$ 17,500.00	\$ (11,900.00)	\$ 5,600.00
2002.7625.5095.9252	\$ -	\$ 31,200.00	\$ 31,200.00
	\$ -		\$ -
		\$ -	\$ -
Total	\$ 17,500.00	\$ 19,300.00	\$ 36,800.00

Approved as to Form: 