

**MOORPARK CITY COUNCIL
AGENDA REPORT**

TO: Honorable City Council

FROM: Jessica Sandifer, Program Manager 

DATE: February 9, 2016 (CC Meeting of 2/17/2016)

SUBJECT: Consider Resolution Amending FY 2015-16 Budget for Funding to Conduct Various Pre-Purchase Property Investigations

BACKGROUND & DISCUSSION

The City Manager, pursuant to authorization from the City Council, negotiates purchases of property on the City's behalf. Once the negotiations are completed, there is typically a due diligence period at which point the City performs various property investigations. These investigations typically include building inspections and Phase I environmental site assessments. These investigations inform City staff about the conditions of the property and the site and help staff determine whether the acquisition will be completed, or if the price needs to be re-negotiated based on the inspection findings. In December, staff requested a budget amendment of \$15,000 for pre-purchase property investigations at 61 E. High Street and 702 Walnut Street. Due to the need to conduct a Phase II investigation at 61 E. High Street, the funds were depleted. Staff is now in the process of conducting pre-purchase property investigations at 702 Walnut Street. Staff is requesting a budget amendment of \$31,000. This will provide enough funding for the investigations and a potential Phase II, if required, as well as leaving additional funds available should the need arise for property investigations on future properties. The funds will be budgeted in the Property Maintenance Division, but the expenses will be accounted for as a part of the overall property acquisitions, should the property purchase be finalized.

Additionally, the City will be performing a Phase II Environmental Site Assessment (ESA) at 500 Los Angeles Avenue, in preparation for selling the property. Staff is requesting a budget amendment of \$14,000 to conduct the Phase II. The costs will be repaid by the property purchaser at time of sale.

FISCAL IMPACT

Staff is requesting an additional \$45,000 from the Endowment Fund (2800) for pre-purchase property investigations at 702 Walnut Street and 500 Los Angeles Avenue, as well as, potential future property acquisitions.

Honorable City Council
February 17, 2016
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STAFF RECOMMENDATION (ROLL CALL VOTE)

Adopt Resolution No. 2016-____, amending the Fiscal Year 2015/16 budget for pre-purchase property investigations as outlined in the staff report.

Attachment: Resolution No. 2016-_____.

RESOLUTION NO. 2016-_____

A RESOLUTION OF CITY COUNCIL OF THE CITY OF MOORPARK, CALIFORNIA, AMENDING THE FISCAL YEAR 2015/2016 BUDGET BY APPROPRIATING \$45,000.00 FROM THE ENDOWMENT FUND (2800) FOR PRE-PURCHASE PROPERTY INVESTIGATIONS

WHEREAS, on June 17, 2015, the City of Moorpark adopted the Operating and Capital Improvement Projects budget for Fiscal Year (FY) 2015/16; and

WHEREAS, on December 2, 2015, Resolution No. 2015-3462 approved funding for pre-purchase property investigations; and

WHEREAS, a staff report has been presented requesting additional pre-purchase property investigation funding for 702 Walnut Street and for a Phase II Environmental Site Assessment at 500 Los Angeles Avenue, as well as, potential future acquisitions; and

WHEREAS, an aggregate budget amendment of \$45,000.00 is requested to fund pre-purchase property investigations from the Endowment Fund (2800); 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 \$45,000.00 from the Endowment Fund (2800), as more particularly 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 17th day of February, 2016.

Janice S. Parvin, Mayor

ATTEST:

Maureen Benson, City Clerk

Exhibit A – Budget Amendment

EXHIBIT A

BUDGET AMENDMENT FOR

Additional Pre-Purchase Property Investigation Services from the Endowment Fund (2800)

2015/16

FUND ALLOCATION FROM:

Fund	Account Number	Amount
Endowment Fund	2800-5500	\$ 45,000.00
Total		\$ 45,000.00

DISTRIBUTION OF APPROPRIATION TO EXPENSE ACCOUNTS:

Account Number	Current Budget	Revision	Amended Budget
2800.7625.0000.9102	\$ 15,000.00	\$ 45,000.00	\$ 60,000.00
	\$ -		\$ -
	\$ -		\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total	\$ 15,000.00	\$ 45,000.00	\$ 60,000.00

Approved as to Form: 