

**MOORPARK CITY COUNCIL
AGENDA REPORT**

TO: The Honorable City Council

FROM: Jeremy Laurentowski, Parks & Recreation Director *SL*
BY: Angel Sierra, Active Adult Center Supervisor *AS*

DATE: April 25, 2016 (Meeting of 5/18/16)

SUBJECT: Consider Resolution Amending the Fiscal Year 2015/16 Budget to Fund the Purchase of New Computers for the Active Adult Center Computer Lab

BACKGROUND

The Active Adult Center (AAC) serves as a social and educational hub for many seniors in our community by offering a variety of programs to its clients. As part of its programming, the center offers computer classes, facilitated by a volunteer computer instructor, as well as open computer lab hours to its patrons at no cost. The computers currently being used are approximately 11 years old and have limited capacity to run updated software. The computers received a minor update in 2009, however, the memory and processor speeds on these units are very slow, which limits the possibilities of what patrons can do on the computers.

DISCUSSION

Staff is seeking approval to replace 5 computers in the AAC computer lab utilizing a combination of donations and the Equipment Replacement Fund (4003) to make the purchase. It is estimated that the cost to replace these units will be \$4,000, including all necessary software, as reviewed and approved by the Information Systems Manager. A budget expenditure increase of \$2,500 is requested from the Equipment Replacement Fund to subsidize the purchase price of the new equipment, with the remaining amount coming from a recent donation to the AAC in the amount of \$1,500 from the Senior Nutrition Action Council. The purchase will include 5 Dell OptiPlex 7040 SFF computers with 4GB of memory and a 500GB Hard Drive. These computers will come equipped with Windows 10 Operating System Professional, DVD player and burner, with Microsoft Office Suite licenses being transferred from the old equipment. The new equipment will also have a 3-year warranty with full technical support. The new equipment should allow AAC staff to explore new programming ideas that were not possible with the old equipment.

Upon City Council approval, the new equipment will be purchased by our Administrative Services Department and installed prior to the end of the fiscal year, with all replaced equipment being placed on the surplus inventory list for future auction.

A resolution amending the Fiscal Year 2015/16 budget (Attachment A) is required to appropriate funding from the Equipment Replacement Fund (4003) to purchase the new equipment.

FISCAL IMPACT

There is no net impact to the General Fund. The \$1,500 donation would be recognized in the General Fund (1000), revenue account 3730 (Contributions/Donations), and concurrently appropriated in expenditure account 9201 (Computer Supplies/Equipment Non-Capital) for the purchase of the computers. The remaining \$2,500 would be required from the Equipment Replacement Fund (4003).

STAFF RECOMMENDATION ROLL CALL VOTE

Adopt Resolution No. 2016-____, amending FY 2015/16 budget to include \$1,500 donation to the General Fund (1000); and an appropriation of \$4,000 from the General Fund (1000) and from the Equipment Replacement Fund (4003), for the purchase of new computers for the Moorpark Active Adult Center Computer Lab.

Attachment A: Resolution No. 2016-_____.

RESOLUTION NO. 2016 - ____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOORPARK, CALIFORNIA, AMENDING THE FISCAL YEAR 2015/16 BUDGET TO INCLUDE \$1,500 DONATION TO THE GENERAL FUND (1000); AND APPROPRIATION OF \$4,000 FROM THE GENERAL FUND (1000) AND FROM THE EQUIPMENT REPLACEMENT FUND (4003) FOR THE PURCHASE OF NEW COMPUTERS FOR THE MOORPARK ACTIVE ADULT CENTER COMPUTER LAB

WHEREAS, the City Council is dedicated to the support of beneficial programs for older Americans in the City of Moorpark; and

WHEREAS, the Active Adult Center would benefit from upgraded computer equipment to meet the educational needs of older adults in our community and as a means to maintain our older population socially connected; and

WHEREAS, a staff report has been presented to the City Council recommending the replacement of five computers at the Active Adult Center Computer Lab for an estimated cost of \$4,000; and

WHEREAS, a revenue adjustment of \$1,500 in the General Fund (1000), Contributions/Donation Revenue Account (3730) is recommended to account for the \$1,500 donation from the Senior Nutrition Action Council; and an aggregate appropriation increase of \$4,000 (General Fund - \$1,500 and Equipment Replacement Fund - \$2,500) is requested for the computer equipment; 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. That a revenue budget increase of \$1,500 in the General Fund (1000), as more particularly described in Exhibit A, is hereby approved.

SECTION 2. That a budget amendment in the aggregate increase of \$4,000 as more particularly described in Exhibit A, is hereby approved.

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SECTION 3. The City Clerk shall certify to the adoption of the resolution and shall cause a certified resolution to be filed in the book of original resolutions.

PASSED AND ADOPTED this 18th day of May, 2016.

Janice Parvin, Mayor

ATTEST:

Maureen Benson, City Clerk

Exhibit A: Budget Amendment

EXHIBIT A

**BUDGET AMENDMENT FOR GENERAL FUND (1000)
EQUIPMENT REPLACEMENT FUND (4003) FOR
THE PURCHASE OF NEW COMPUTERS FOR THE ACTIVE ADULT CENTER COMPUTER LAB
FY 2015/16**

FUND BALANCE ALLOCATION:

Fund Title	Fund-Account Number	Amount
EQUIPMENT REPLACEMENT FUND	4003-5500	\$ 2,500.00
GENERAL FUND	1000-5500	\$ -
Total		\$ 2,500.00

REVENUE BUDGET ALLOCATION:

Account Number	Current Budget	Revision	Amended Budget
CONTRIBUTION/DONATION	\$ -	\$ 1,500.00	\$ 1,500.00
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
Total	\$ -	\$ 1,500.00	\$ 1,500.00

EXPENDITURE APPROPRIATION:

Account Number	Current Budget	Revision	Amended Budget
1000-7610-0000-9201	\$ 2,830.00	\$ 1,500.00	\$ 4,330.00
4003-7610-0000-9201	\$ -	\$ 2,500.00	\$ 2,500.00
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
Total	\$ 2,830.00	\$ 4,000.00	\$ 6,830.00

Finance Approval: 