

**MOORPARK CITY COUNCIL  
AGENDA REPORT**

**TO: Honorable City Council**

**FROM: Joseph Fiss, Economic Development and Planning Manager** 

**DATE: November 3, 2016 (CC Meeting of 11/16/2016)**

**SUBJECT: Consider Resolution Amending the Fiscal Year 2016/17 Budget to Fund the Procurement of Code Compliance Division and Pool Vehicles**

**DISCUSSION**

The Code Compliance Division currently utilizes a leased vehicle to carry out its assigned duties and responsibilities. This lease is scheduled to expire on December 12, 2016. In addition, the oldest vehicle in the City's vehicle pool is beyond the normally expected useful life span. These vehicles are described as follows:

<u>Vehicle No.</u>	<u>Description</u>	<u>Mileage</u>
94	2014 Chevrolet Volt	6,000
29	2000 Pontiac Grand Am	42,594

The purchase of Vehicle No. 94, was previously budgeted for \$25,000.00, based upon on a residual value of \$20,853.45. Should this budget amendment be approved, the plan is to place this vehicle into the City vehicle pool, replacing Vehicle No. 29. Vehicle No. 29 would be retired, and sent to surplus auction.

Staff proposes to purchase a mid-size truck (Chevrolet Colorado, Nissan Frontier, or Toyota Tacoma) for the Code Compliance Division. Such a vehicle will allow the Community Development Department flexibility because it can be used to carry up to 5 passengers, as well as allow staff to carry cargo as necessary. Fuel savings and reliability will increase in the vehicle pool, due to the fact Vehicle No. 94 is newer, and is a "plug-in hybrid", operating mostly on electricity. However, any fuel savings will be offset because of the change from a hybrid to a gas vehicle for Code Compliance.

The new vehicle can be purchased either from a current State of California fleet vehicle purchasing contract, or through a sealed bid request for quote from local vehicle dealers.

**FISCAL IMPACT**

The estimated cost is shown below:

<u>Description</u>	<u>Estimated Cost</u>
Truck Purchase Price, Including Shipping, Taxes, Fees	\$ 30,000.00

A budget expenditure increase of \$30,000.00 is requested from the Equipment Replacement Fund (4003) to cover the purchase price and any contingency costs.

Upon City Council approval, the new vehicles will be purchased either by "piggy backing" on an existing State of California purchase contract established via competitive bidding or through a sealed bid request for quote from local vehicle dealers.

A resolution amending the Fiscal Year 2016/17 budget (Attachment 1) is required to appropriate funding from the Equipment Replacement Fund to purchase the vehicles.

**STAFF RECOMMENDATION ROLL CALL VOTE**

Adopt Resolution No. 2016-\_\_\_\_\_, amending the Fiscal Year 2016/17 budget to appropriate \$30,000.00 from the Equipment Replacement Fund (4003).

Attachment 1: Resolution No. 2016 - \_\_\_\_\_

RESOLUTION NO. 2016 – \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOORPARK, CALIFORNIA, AMENDING THE FISCAL YEAR 2016/17 BUDGET TO APPROPRIATE \$30,000.00 FROM EQUIPMENT REPLACEMENT FUND (4003) FOR THE PURCHASE OF A NEW CODE COMPLIANCE VEHICLE

WHEREAS, on June 15, 2016, the City Council adopted the Operating and Capital Improvements Projects budget for Fiscal Year 2016/17; and

WHEREAS, the adopted budget includes the purchase of a leased vehicle; and

WHEREAS, the adopted budget does not include the purchase of a new Code Compliance vehicle; and

WHEREAS, Public Contract Code Sections 10298 and 10299 authorizes local government agencies to use the State of California Department of General Services – Procurement Division’s (State DGS) established contracts, master agreements, multiple award schedules, and cooperative agreements without further competitive bidding. The state’s California Multiple Award Schedule (CMAS) Program offers a variety of goods and services assessed to be fair, reasonable, and competitive; and

WHEREAS, a staff report has been presented to the City Council recommending the purchase of a new Code Compliance vehicle and requesting a budget adjustment to appropriate \$30,000.00 from Equipment Replacement Fund (4003); and

WHEREAS, Exhibit A, attached hereto and made a part hereof, describes said budget amendment and its 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 budget amendment in the aggregate increase of \$30,000.00 as more particularly described in Exhibit A, 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 16th day of November, 2016.

\_\_\_\_\_  
Janice S. Parvin, Mayor

ATTEST:

\_\_\_\_\_  
Maureen Benson, City Clerk

Exhibit A: Budget Amendment

**EXHIBIT A**

**BUDGET AMENDMENT FOR  
EQUIPMENT REPLACEMENT FUND (4003) TO APPROPRIATE \$30,000.00 FOR  
THE PURCHASE OF CODE COMPLIANCE VEHICLE  
FY 2016/17**

**FUND ALLOCATION FROM:**

<b>Fund</b>	<b>Account Number</b>	<b>Amount</b>
Equipment Replacement	4003-5500	\$ 30,000.00
Total		\$ 30,000.00

**DISTRIBUTION OF APPROPRIATION TO EXPENSE ACCOUNTS:**

<b>Account Number</b>	<b>Current Budget</b>	<b>Revision</b>	<b>Amended Budget</b>
4003.6430.0000.9505	\$ -	\$ 30,000.00	\$ 30,000.00
			\$ -
Total	\$ -	\$ 30,000.00	\$ 30,000.00

Approved as to Form: 