



CITY OF POMONA COUNCIL REPORT

August 6, 2018

To: Honorable Mayor and Members of the City Council

From: Linda Lowry, City Manager

Submitted by: Meg McWade, Public Works Director

Subject: **Adopt a Resolution Amending the FY 2018-19 Public Works Operating Budget by Re-Appropriating \$189,012 from Various Funds for Vehicle Purchases, Installation of Two Air Conditioning (AC) Units at Ralph Welch Park Community Center, and Work to Be Performed by California Conservation Corps (CCC) for the Cal Recycle Homeless Encampment Action Response Team (Heart) Program**

OVERVIEW

Recommendation – That the City Council:

1. Adopt the attached Resolution amending the FY 2018-19 Public Works Operating Budget by approving the carryover and re-appropriation of \$189,012 as follows:
 - a. Vehicle Purchases - Appropriating \$140,657 (\$93,457 of Air Quality Management District (AQMD) Grant funds and \$47,200 of Cal Recycle HEART Grant funds for three vehicles;
 - b. AC Units: Appropriating \$22,435 of available General Fund Balance (carryover from FY 2017-18 in account 101-4035-52285-00000);
 - c. California Conservation Corps (CCC) – HEART Program: Appropriating \$25,920 of available HEART Grant Funds; and
2. Authorize the City Manager to execute any necessary documents related to these actions.

Fiscal Impact – The adoption of the Resolution will carryover and re-appropriate \$189,012 in FY 2018-19 Operating Budget for: 1) three new vehicles originally included in FY 2017-18 Operating Budget (one vehicle delivered on July 9, 2018, one vehicle pending delivery in August 2018, and the third pending procurement); 2) the purchase and installation of two AC units (replacement of vandalized units was started in FY 2017-18 and completed in FY 2018-19); and 3) additional work to be completed in FY 2018-19 by CCC for the HEART Grant Program in advance of the June 30, 2019 grant expiration deadline. The funding and amounts are depicted below:

Status	Funding Source/Division	Description	Account	Appropriated Amount	Delivered/ Installed
Purchase Order Issued	HEART Grant	Purchase of a 2017 Ford F250 Truck (CNG)	215-2526-66182-50900	\$47,200	July 9, 2018
			HEART Grant		
Purchase Order Issued	AQMD/Street Maintenance	Purchase of a 2017 Ford F250 Truck (CNG)	245-2506-66182-00000	\$46,562	Delivery Date August 2018
			AQMD Fund		
To Be Purchased	AQMD/Traffic Operations	Purchase of ¾ Ton Utility Truck (CNG)	245-2506-66182-00000	\$46,895	TBD
			AQMD Fund		
Purchase Order	Parks and Facilities Maintenance	Installation of two 4-ton AC Units at Ralph Welch Park Community Center	101-4035-52285-00000	\$22,435	July 3, 2018
			General Fund		
Fully Executed Contract – Funds to be Appropriated	HEART Grant	Work to be Performed by California Conservation Corps	215-2526-XXXX-50900	\$25,920	July 1, 2018 through June 30, 2019
Total				\$189,012	

Previous Related Action

Vehicles/AQMD-On December 7, 2017, City Council adopted a Resolution amending the FY 2017-18 Public Works Operating Budget by re-appropriating \$254,274 for new vehicles included in FY 2016-17 Operating Budget (carryover necessitated by delay in certification for vehicle emission standards by the United States Environmental Protection Agency (USEPA) and the California Air Resources Board (CARB)). On November 21, 2016, City Council authorized the award of purchase of one CNG F250 pick-up truck in the amount of \$47,200. On September 12, 2016, City Council authorized acceptance of AB2766/MSRC Local Government Match Program Contract with the South Coast Air Quality Management District (SCAQMD). On June 20, 2016, City Council authorized the award of purchase of one CNG F250 pick-up truck in the amount of \$46,562.

HEART PROGRAM- On May 7, 2018, the City Council adopted Resolution No. 2018-44 amending the FY 2017-18 Public Works Operating Budget by appropriating \$60,000 of CalRecycle Grant Funds to the Pomona HEART project to provide for additional CCC work. On April 17, 2017, the City Council adopted Resolution No. 2017-35 approving a Youth Employment Plan Agreement with CCC at a cost of \$20 per hour per worker, for work related to the Pomona HEART Program, and authorized the City Manager to sign the Sponsorship

Agreement (CCC-96) and all related documents through the grant period ending June 30, 2019. On February 6, 2017, the City Council adopted Resolution No. 2017-11 amending the Fiscal Year Budget by correcting the CalRecycle Grant account number for the HEART Program. On January 9, 2017, City Council adopted Resolution No. 2017-1 accepting a \$416,483 CalRecycle Grant and appropriating \$150,130 of the CalRecycle Grant for the HEART Program. On May 2, 2016, the City Council adopted Resolution No. 2016-50 authorizing the City Manager to implement any grant from CalRecycle, which the City determined to be in its best interest to pursue.

EXECUTIVE SUMMARY

The recommended resolution adoption and City Manager authorization will appropriate carryover funding in the amount of \$189,012 to the FY 2018-19 Public Works Operating Budget for vehicle purchases, AC replacements, and HEART program expenses. The action will authorize \$140,657 for the purchase of three CNG fleet vehicles previously approved. The purchase/delivery of these vehicles was not completed timely due to a delay in certification for emission standards by the United States Environmental Protection Agency (USEPA) and the California Air Resources Board (CARB). Additionally, this action will re-appropriate \$22,435 for the installation of two 4-ton AC units at the Ralph Welch Park Community Center to replace the units that were vandalized, and \$25,920 to fund the cost of work performed by CCC through the HEART Grant which expires in FY 2018-19.

DISCUSSION

Vehicles -In 2016, the City was awarded a grant by the South Coast Air Quality Management District (SCAQMD) through the Mobile Source Air Pollution Reduction Review Committee (MSRC) for the Local Match Program. The grant reimburses the City for purchases of medium and heavy-duty vehicles with alternative fuels, including CNG. The SCAQMD and MSRC will reimburse up to \$10,000 for medium-duty trucks and \$30,000 for heavy-duty trucks. City Council previously authorized the purchase of three alternative fuel vehicles. Staff moved forward with the purchase of two of these vehicles (third purchase pending) as follows:

Status	Award Date	Awarded To	Award Amount	CNG Vehicle	Account	Proposed Appropriation
Purchase Order	November 21, 2016*	Fairway Ford	\$47,200	2017 Ford F250 Truck	215-2526-66182-50900 HEART Grant	\$47,200
Purchase Order	June 20, 2016*	Fritts Ford	\$46,562	2017 Ford F250 Truck	245-2506-66182-00000 AQMD Fund	\$46,562
To Be Purchased				¾ Ton Utility Truck	245-2506-66182-00000 AQMD Fund	\$46,895
						\$140,657

*Dealers have indicated a willingness to honor pricing and deliver vehicle upon CARB approval

Due to a delay in the certification for emission standards by the USEPA and the CARB, two vehicles, which were previously awarded through City Council action, were not delivered by June 30, 2018, the end of the fiscal year. USEPA and CARB certification of the vehicles purchased in 2017 was not received by the dealers until April 2018. The City did receive delivery of one vehicle on July 9, 2018, and the other vehicle is anticipated to be delivered in August 2018. The re-appropriation and carryover will allow for payment. Additionally, funds that were appropriated for the purchase of a third vehicle are being requested for re-appropriation to the FY 18-19 Public Works Operating Budget. Upon approval of appropriation, Staff will verify CARB certification for vehicle and commence procurement.

Air Conditioning Units at Ralph Welch Park Community Center

In May 2018, two City-owned AC units were vandalized at Ralph Welch Park Community Center. The two units could not be repaired, and Staff recommended replacing them. On May 16, 2018, an informal Request for Quotes was sent out through Planet Bids to seven vendors. On May 29, 2018, the City received two bids, with the lowest bidder being Siemens, Inc. Siemens, Inc. was issued a purchase order in the amount of \$22,435. The material was ordered and work was completed on July 3, 2018. With the purchase order being issued in FY 2017-18, the re-appropriation and carryover will allow for payment to the contractor in FY 2018-19.

HEART – California Conservation Corps

CalRecycle approved the City's HEART grant application in the amount of \$416,843 for a three-year grant term - November 14, 2016 through June 30, 2019. The grant allows the City to address clearance of areas where illegal dumping occurs due to homeless encampments. The City has allocated resources, and performed weekend and night runs to provide encampment clean-up since receipt of the grant, including work performed to date by the CCC. The proposed action will provide an additional appropriation of \$25,920 in HEART grant funds in FY 2018-19 for CCC to continue clearance of areas related to homeless encampments. This action will insure the City expends the full grant amount prior to its expiration in June 2019.

Fiscal Authority

At the end of each fiscal year, if there are appropriations that have not been expended, the Pomona City Charter allows for those funds to be re-appropriated. Pomona City Charter, Article X., Financial Procedures, Section 1008, Lapse of Appropriations, states as follows:

“Every appropriation, except an appropriation for capital improvement expenditure, shall lapse at the close of the fiscal year. Encumbered funds may be carried to the next fiscal year by resolution as recommended by the City Manager and adopted by the Council. . . The purpose of any such appropriation shall be deemed abandoned if three (3) years pass without any disbursement from or encumbrance of the appropriation.”

The requested approval will provide for carryover and re-appropriation of funds to the FY 2018-19 Public Works Operating Budget in the total amount of \$189,012 for vehicle purchases, AC replacement, and CCC activities related to the HEART Program

Attachment: Resolution

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