

**ACTION SHEET
CITY COUNCIL COMMITTEE MEETING OF 04/29/15
ITEM FROM FINANCE COMMITTEE MEETING OF 04/13/15**

ISSUE:

19. Request for Approval Donation of Two (2) Chevrolet Impala Vehicles from City of Santa Fe Police Department Fleet to Mesilla Marshal Department in Mesilla, New Mexico. (Eric Sanchez)

FINANCE COMMITTEE ACTION: APPROVED AS CONSENT ITEM

Requested approval of donation of two (2) Chevrolet Impala vehicles from City of Santa Fe Police Department Fleet to Mesilla Marshal Department in Mesilla, New Mexico.

FUNDING SOURCE:

SPECIAL CONDITIONS OR AMENDMENTS

STAFF FOLLOW-UP:

VOTE	FOR	AGAINST	ABSTAIN
COUNCILOR TRUJILLO	X		
COUNCILOR RIVERA	X		
COUNCILOR LINDELL	X		
COUNCILOR MAESTAS	X		
CHAIRPERSON DOMINGUEZ			

4-13-15

City of Santa Fe, New Mexico

memo

DATE: April 8, 2015
TO: Finance Committee
FROM: Robert Rodarte, Officer *RR*
Purchasing Division
VIA: Oscar S. Rodriguez, Director *OSR*
Finance Department

SUMMARY: Asset Donation: Two Older Police Vehicles:
Recipient: Mesilla Valley Marshals Office

The City Police Department is requesting the donation of two older Chevrolet police vehicles to the Mesilla Valley Marshals Office. The agency has submitted a written request for donation, and have emphasized the need for the additional vehicles.

The Purchasing Office supports this donation to the aforementioned agencies based on the following criteria.

- The Vehicles are scheduled for disposal via auction.
- The Vehicles are fully depreciated as of June 30, 2010.
- The Mesilla Valley Marshals Office meets the requirements of the City of Santa Fe donation policies.

Donate to the Mesilla Valley Marshals Office:

Fixed Asset #:52916:

Description: 2005 Chevrolet Impala Police Pursuit VIN # 2G1WF55K759372330

Fixed Asset # 51262:

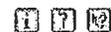
Description: 2004 Chevrolet Impala Police Pursuit VIN # 2G1WF55K949278917

By City policy, any donation to another Governmental entity requires approval from the Finance Committee and City Council (City Purchasing Manual Section 30.3).

ACTION REQUESTED:

It is requested that this donation of the aforementioned two older Chevrolet police vehicles to the Mesilla Valley Marshals Office, be reviewed, approved and submitted to the City Council for its consideration.

Fixed Asset Master - Asset Master Revisions



Work With Assets Asset Master Revisions

OK Cancel Form Previous Next Tools

Asset Number 52916 Last Asset Number Entered

Asset Information Location Category Codes 1-10 Category Codes 11-20 Additional Info

Identification

Asset Number 52916
Unit Number
Serial Number 2G1WF55K759372330
Parent Number 52916

Description

2005 Chevrolet Impa

Accounting Information

Company Number * 08101 General Fixed Assets Acct Grp
Responsible BU * 22210 Exp-Municipal GRT-Police
Account Number * 8101.120850 Vehicles < 1.5
Date Acquired 08/15/2005 Date Disposed

Status Active Date 02/27/2009
Subledger Inact. Active Subledger
Employee 1000500 ROMERO, EDWARD
Inventory Number

Fixed Asset Master - Asset Master Revisions



Work With Assets Asset Master Revisions

OK Cancel Form Previous Next Tools

Asset Number 51262 Last Asset Number Entered

Asset Information Location Category Codes 1-10 Category Codes 11-20 Additional Info

Identification

Asset Number 51262
Unit Number
Serial Number 2G1WF55K949278917
Parent Number 51263

Description

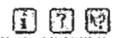
2004 Chevrolet Impa

Accounting Information

Company Number * 08101 General Fixed Assets Acct Grp
Responsible BU * 12024 Exp-Fleet Maintenance
Account Number * 8101.120850 Vehicles < 1.5
Date Acquired 01/24/2004 Date Disposed

Status Active Date 11/17/2009
Subledger Inact. Active Subledger
Employee 477636 COSF - EAM
Inventory Number

Cost Summary - Work with Cost Summary



Select Find Close Form Row Tools

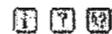
Display Additional Selections

Asset Number * From
 Skip to Account or Code * * Thru
 2005 Chevrolet Impala Led

Records 1 - 28

<input type="checkbox"/>	Account	Code	Account Description	Inception To Date	Year To Date	Period To Date
<input checked="" type="radio"/>	120850		Vehicles < 1.5	16,144.00		
<input type="radio"/>	122800		A/D Vehicles	16,144.00		
<input type="radio"/>	520500		Rep & Maint Vehicles	2,671.79		
<input type="radio"/>	530850		Auto Parts	16.84		
<input type="radio"/>	530850		Auto Parts	16.84		
<input type="radio"/>	530850		Auto Parts	21.96		
<input type="radio"/>	530850		Auto Parts	25.30		
<input type="radio"/>	530850		Auto Parts	17.00		
<input type="radio"/>	530850		Auto Parts	43.52		
<input type="radio"/>	530850		Auto Parts	266.76		
<input type="radio"/>	530850		Auto Parts	61.42		
<input type="radio"/>	530850		Auto Parts	22.19		
<input type="radio"/>	530850		Auto Parts	47.07		
<input type="radio"/>	530850		Auto Parts	474.98		
<input type="radio"/>	530850		Auto Parts	6.14		
<input type="radio"/>	530850		Auto Parts	42.17		
<input type="radio"/>	530850		Auto Parts	51.87		
<input type="radio"/>	530850		Auto Parts	62.55		
<input type="radio"/>	530850		Auto Parts	24.21		

Cost Summary - Work with Cost Summary



Select Find Close Form Row Tools

Display Additional Selections

Asset Number * 51262 Fro
 Skip to Account or Code * * Thn
 2004 Chevrolet Impala Led

Records 1 - 12

	<input type="checkbox"/>	Account	Code	Account Description	Inception To Date	Year To Date	Period To Date
<input checked="" type="radio"/>		120850		Vehicles < 1.5	16,159.00		
<input type="radio"/>		122800		A/D Vehicles	16,159.00		
<input type="radio"/>		530850		Auto Parts	46.73		
<input type="radio"/>		530850		Auto Parts	46.00		
<input type="radio"/>		530850		Auto Parts	388.91		
<input type="radio"/>		530850		Auto Parts	572.56		
<input type="radio"/>		530850		Auto Parts	64.51		
<input type="radio"/>		530850		Auto Parts	1.68		
<input type="radio"/>		530900		Tires	149.97		
<input type="radio"/>		540010		Depreciation Expense ...	16,159.00		
<input type="radio"/>				Net Book Value	17,429.36		
<input type="radio"/>				Total	17,429.36		

City of Santa Fe, New Mexico

memo

Date: March 30, 2015

To: Finance Committee

cc: Brian Snyder, City Manager
Oscar Rodriguez, Finance Director

Via: Robert Rodarte, Purchasing Director
Eric F. Garcia, Chief of Police *E.F.G.*
Mario Salbidrez, Deputy Chief of Police *M.S.*
Andrew Padilla, Police Captain *AP FOR PADILLA*

From: Eric Sanchez, Police Fleet & Property Manager

Re: Requesting approval for the donation of 2 Chevy Impala vehicles to Mesilla Marshal Department, Mesilla, New Mexico

Background and Summary:

Please see attached letter requesting vehicles from the City of Santa Fe Police Department Fleet that are not being used and will be sent to auction. The Mesilla Marshal has asked the City Police Chief if any vehicles are available from our fleet to assist his Agency.

The Police Department would like to donate 2 vehicles, the first is a 2005 Chevy Impala, with 85,389 miles, FA#52916 and the second is a 2003 Chevy Impala, with 54,276 miles, FA#51262 these vehicles have been replaced with the most recently acquired vehicles purchased through the 14/15 fiscal year budget.

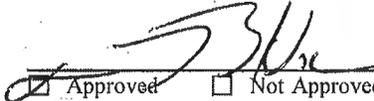
Action Requested:

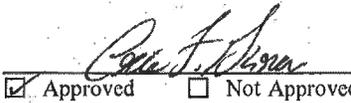
It is requested that the Finance Committee and Governing Body approve this donation of 2 Chevy Impalas to Mesilla Marshal Department for their use and ownership.

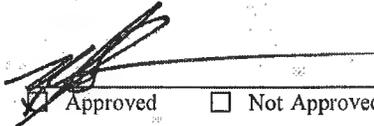
City of Santa Fe, New Mexico

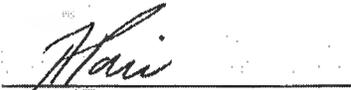
Memo

DATE: March 4, 2015

TO:  **Brian K. Snyder, City Manager**
 Approved Not Approved

Via:  **Eric F. Garcia, Chief of Police**
 Approved Not Approved

 **Mario Salbidrez, Deputy Chief of Police**
 Approved Not Approved

FROM:  **Andrew Padilla, Captain**

RE: Request to donate two old police units to another police department

.....

The following is a request to allow the donation of two older Chevy Impalas to the Mesilla Valley Marshal's Office. On November 29, 2014, Marshal Chris Mangusing sent Chief Eric Garcia a letter asking for the donation of any older police units to their agency. I have attached that letter to this memo and our agency has done similar donations of vehicles to local police agencies within New Mexico in the past. The two police units would be stripped of all emergency equipment and all Santa Fe Police Department decals. If this request is approved, Mr. Robert Rodarte will officially transfer the titles of these vehicles over to the Mesilla Valley Marshal's Office. Mr. Rodarte did inform me that if this matter is approved, it will also have to get approved by the City Council of the City of Santa Fe. I have also attached Mr. Rodarte's email to this memo explaining the process.

We have identified the following two Chevy Impalas for the donation:

1. Fixed Asset#: 52916, 2005 Chevy Impala, VIN# 2G1WF55K759372330, Mileage: 85, 389.

2. Fixed Asset#: 51262, 2003 Chevy Impala, VIN# 2G1WF55K949278917
Mileage: 54,276.

Requested Action:

To approve the donation of the two older Chevy Impalas to the Mesilla Valley Marshal's Office.

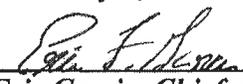
Should you have any questions, please feel free to contact me.

City of Santa Fe New Mexico

Memo

DATE: February 4, 2015

TO:


Eric Garcia, Chief of Police

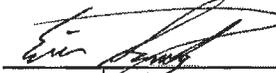
*Great ability to help construct
municipality.*

VIA:


Mario Salbidrez, Deputy Chief of Police


Andrew Padilla, Captain

FROM:


Eric Sanchez, Fleet Manager

SUBJ: Vehicles for Mesilla Marshal's Office

I respectfully request you consider the donation of two Chevy Impalas to the Mesilla Valley Marshal's Office. I was contacted by Mesilla Valley Marshal Christopher Mangusing. Due to the harsh economic times in his small community he is unable to purchase new vehicles for their small force of seven officers. He has reached out to numerous other agencies requesting any assistance. Since we are at a time that we are trying to reduce the number of vehicles in our own fleet, I felt the Santa Fe Police Department and the City of Santa Fe could be of some assistance. I have identified two vehicles that are slated to go to auction, and with some minor maintenance these vehicles could be of some service to the Mesilla Marshal's office. I have attached the letter from Marshal Mangusing and the information on the two vehicles I have identified.

Your consideration in this matter is greatly appreciated.

City of Santa Fe New Mexico

1. Fixed Asset # 52916 2005 Chevy Impala 85,389 miles

VIN: # 2G1WF55K759372330

2. Fixed Asset # 51262 2003 Chevy Impala 54,276 miles

VIN: # 2G1WF55K949278917



MESILLA MARSHAL DEPARTMENT

P.O. BOX 10 MESILLA, NM 88046 PHONE 575-526-4138 FAX 575-525-8220

November 29, 2014

To: Eric Garcia, Chief, Santa Fe Police Department

From: Christopher Mangusing, Mesilla Marshal

Re: Request for Previously Used Patrol Cars

My name is Chris Mangusing and I am the Marshal in Mesilla, NM. The town of Mesilla is approximately 5 sq. mi and has about 2,500 residents. We are a small department of 7 deputies including myself. The department's vehicle fleet consists of 2 Dodge Chargers, 3 Ford Crown Victoria's, 1 Chevrolet Tahoe and 1 Chevrolet Impala. The majority of the fleet is 2009 and older with between 60,000 to 90,000 miles. At this point we lack any spare vehicles therefore when a vehicle requires overnight or longer maintenance the deputies have to "hot seat" vehicles.

My department has discovered, though Eric Sanchez, your Fleet Manager, that you may have some older vehicles that your department may be replacing. If so, I am requesting that you transfer 2 of said vehicle to the Mesilla Marshal fleet. If you could assist us with this endeavor it would greatly enhance our operation and public safety for the residents of Mesilla. Please let me know. My contact information is as follows:

Chris Mangusing
Marshal, Mesilla Marshal's Department
PO Box 10
Mesilla, NM 88046
575-526-4138 (O)
575-649-4343 (C)
marshal@mesillanm.gov

I look forward to hearing from you. Thank you.

PADILLA, ANDREW A.

From: RODARTE, ROBERT F
Sent: Tuesday, February 17, 2015 4:48 PM
To: PADILLA, ANDREW A.
Cc: GARCIA, ERIC F.; JIMENEZ, NANCY L.
Subject: RE: Question

Andrew:

If your director and the city manager approves the donation it will have to go to the City Council for approval. The purchasing office will have to issue a memo along with your approved request. Once approved we will have the title ready to be transferred.
Robert Rodarte

From: PADILLA, ANDREW A.
Sent: Thursday, February 12, 2015 11:02 AM
To: RODARTE, ROBERT F
Subject: Question

Hello,

We are attempting to help out the Mesilla Marshal, Christopher Mangusing by donating two of our older Chevy Impala's. This has been authorized in the past and I am seeking your guidance in this matter, please see the attached request from the Mesilla Marshal, Christopher Mangusing. I believe the last time we donated some cars to an outside agency John Schaerfl completed the paperwork and you may have involved in the approval or authorization process.

Please call or email me back with your thoughts.

Thanks,

Andrew Padilla, Captain
Special Operations Commander
Santa Fe Police Department
2515 Camino Entrada
Santa Fe, New Mexico 87507
Cell# 505.629.8184
Office# 505.955.5102

West's New Mexico Statutes Annotated
Chapter 3. Municipalities
Article 54. Sale or Lease of Property

N. M. S. A. 1978, § 3-54-2

§ 3-54-2. Sale, exchange and gift of property

Currentness

A. A municipality may sell personal property for cash at public or private sale without notice where it is shown to the governing body that such property does not exceed the value of two thousand five hundred dollars (\$2,500).

B. A municipality may sell personal property having a value of more than two thousand five hundred dollars (\$2,500) at public or private sale. If a private sale is held under this subsection, such sale shall be held only after notice is published at least twice, pursuant to the provisions of Subsection J of Section 3-1-2 NMSA 1978, not less than seven days apart, with the last publication not less than fourteen days prior to the sale.

C. If a public sale is held, the bid of the highest responsible bidder shall be accepted unless the terms of the bid do not meet the published terms and conditions of the municipality, in which event the highest bid which does meet the published terms and conditions shall be accepted; provided, however, a municipality may reject all bids. Terms and conditions for a proposed sale or lease shall be published at least twice, not less than seven days apart, with the last publication no less than fourteen days prior to the bid opening, and shall be published according to the provisions of Subsection J of Section 3-1-2 NMSA 1978.

D. This article does not apply to the sale, exchange or donation of personal property to the state, to any state agency, to any subdivision or to the federal government — such sale, exchange or gift is on the best interests of the public and is approved by the local government or division of the department of Finance and Administration. The provisions of Sections 6-1-1 NMSA 1978 shall not apply to such sale, exchange or a donation.

Credits

L. 1967, Ch. 126, § 1; L. 1981, Ch. 52, § 2; L. 1983, Ch. 115, § 2; L. 1989, Ch. 380, § 2.

Formerly 1953 Comp., § 14-55-2.

Notes of Decisions (3)

NMSA 1978, § 3-54-2, NM ST § 3-54-2

Current through the end of the Second Regular Session of the 51st Legislature (2014).