



**CITY of CALABASAS**  
**CITY COUNCIL AGENDA REPORT**

**DATE:           OCTOBER 3, 2023**

**TO:             HONORABLE MAYOR AND COUNCILMEMBERS**

**FROM:         MICHAEL MCCONVILLE, DEPUTY CITY MANAGER**

**SUBJECT:      DECLARATION OF FOUR CITY SHUTTLES AS SURPLUS PROPERTY  
AND AUTHORIZATION FOR SALE AT AUCTION IN AN AMOUNT OF  
\$10,625.00**

**MEETING      OCTOBER 11, 2023  
DATE:**

**SUMMARY RECOMMENDATION:**

Staff recommends that the City Council declare four City shuttles as surplus property and authorize their sale at auction in an amount of \$10,625.00.

**BACKGROUND:**

During the 2020 COVID-19 pandemic, the City retired four City shuttles that had exceeded their useful life and were incurring increasingly high maintenance costs. The shuttles were purchased through use of Federal Transit Administration (FTA) grants and Proposition C funding, and provided a 10-year useful life by the FTA. The make, model, mileage, and years of service of these shuttles are as follows:

Vehicle	Shuttle #	Service Years	Miles
2003 Ford Econoline	5	2005-2020	307,220
2005 Chevrolet C5V042	7	2006-2020	245,452
2003 Ford Econoline	4	2004-2020	321,620
2005 Chevrolet C5V042	8	2009-2020	219,478

**DISCUSSION:**

In accordance with Calabasas Municipal Code Section 3.40.030, it is the City Manager’s duty, or his designee, to recommend the sale of all supplies and equipment which have become obsolete, useless, or otherwise unsuitable for use by the City.

To ensure that the shuttles would be sold at fair market value, the City entered into a no cost agreement with the company GovDeals to host an online auction for the vehicles on their website ([www.govdeals.com](http://www.govdeals.com)) which caters its services to government and educational agencies seeking to list surplus property. Surrounding agencies that use GovDeals for surplus property auctions include: The State of California, the County of Los Angeles, UCLA, Oak Park Unified School District, Simi Valley Unified School District, and Burbank-Glendale-Pasadena Airport Authority (Burbank Airport).

There are no fees to the City to list or sell surplus property; GovDeals recoups their costs via a 12.5% premium paid by the buyer.

On September 13, 2023, the City listed the four shuttles on GovDeals for a 19-day auction and received the following results:

<b>Vehicle</b>	<b>Miles</b>	<b>Auction Views</b>	<b># of Bids</b>	<b>Highest Bid</b>
2003 Ford Econoline (Shuttle #5)	307,220	555	31	<b>\$1,325.00</b>
2005 Chevrolet C5V042 (Shuttle #7)	245,452	722	56	<b>\$3,950.00</b>
2003 Ford Econoline (Shuttle #4)	321,620	465	15	<b>\$900.00</b>
2005 Chevrolet C5V042 (Shuttle #8)	219,478	626	55	<b>\$4,450.00</b>

<b>Total:</b>	<b>\$10,625.00</b>
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For this reason, staff is recommending the sale of the four City shuttles for a combined amount of \$10,625.00.

**FISCAL IMPACT/SOURCE OF FUNDING:**

There is no cost for the sale of the four shuttles. If all transactions are successful, the City will receive \$10,625.00 total for the sale of the vehicles.

**REQUESTED ACTION:**

Staff recommends that the City Council declare four City shuttles as surplus property and authorize their sale at auction in an amount of \$10,625.00.

**ATTACHMENTS:**

Attachment A: GovDeals auction listings