



Agenda Item: 8.G
Date of Meeting: November 10, 2025
Department: Police

STAFF REPORT

To: City Council
From: Nate Derr
Subject: **Approval to Purchase Vehicle for Parking Enforcement Officer – Not to Exceed \$50,000**
Prepared On: November 5, 2025
Attachments: Toyota of Clovis Retail Pricing
Capistrano Valley Toyota Retail Pricing
Perry Motors Retail Pricing

Background/History:

The City recently created a part-time Parking Enforcement Officer position to improve parking management, enhance turnover in the downtown business district, and support overall community accessibility and safety. This position is administered under the Bishop Police Department.

The Parking Enforcement Officer currently does not have access to a suitable vehicle. Marked police patrol vehicles are designed and equipped for use by sworn personnel and are not appropriate or necessary for civilian parking enforcement operations. Additionally, assigning a marked patrol unit to a non-sworn position creates unnecessary confusion for the public and presents equipment, operational, and vehicle wear concerns.

Analysis/Discussion:

To effectively perform parking enforcement duties, the Parking Enforcement Officer requires a vehicle capable of:

- Transporting cones, signage, and basic traffic control equipment.
- Navigating downtown streets and City parking areas efficiently.
- Presenting a professional, identifiable City presence without conveying that the operator is a sworn police officer.
- Providing safe transportation for the employee in various weather and operational conditions.

Because the PEO does not engage in emergency response or vehicle pursuit, a pursuit-rated police vehicle is unnecessary. Staff evaluated several options and determined that a small pickup truck best meets operational needs due to cargo capacity, maneuverability, lower operating costs, and visual differentiation from patrol vehicles.

Economic Impacts:

The purchase of this vehicle will be funded within the currently approved General Fund Police Department budget. No additional appropriation is required.

The Parking Enforcement Officer is expected to have positive economic benefits, including:

- **Revenue Generation:** Parking citations, business district enforcement, and improved turnover will produce regular, ongoing revenue that offsets personnel and operating costs.
- **Enhanced Downtown Commerce:** Consistent parking enforcement increases vehicle turnover, helping ensure that visitors and customers have parking access near businesses. This supports retail sales, restaurant traffic, and general downtown activity.
- **Support for Local Businesses:** By reducing long-term parking in prime business district spaces, the City encourages active commercial use, benefiting business owners and strengthening the local economy.
- **Local Vendor Support:** Purchasing the vehicle from Perry Motors keeps City spending local, supporting jobs and economic activity within Bishop.

In summary, the position and vehicle will not only pay for themselves over time but will contribute to improved business vitality and a more accessible, visitor-friendly downtown.

Budget Impacts:

The FY 2025-26 Budget contains a partial amount (\$35,000.00) of the full capital expense approval needed to execute this transaction. The below listed budget adjustment is required to ensure that funds are appropriated for this purchase. The proposed adjustment is spending neutral, simply a reallocation of previously approved spending.

Three retail prices were gathered from licensed Toyota dealerships for competitive sourcing. Perry Motors is the lowest of the three dealerships sourced. It's assumed that if the other two sourced dealerships offered any additional incentives to decrease the retail price, the savings would be offset by the costs associated with travel or towing to obtain the vehicle.

Proposed Budget Adjustment

001-020-52018 (Special Department Supplies)	(10,000)
001-020-51025 (Retiree Health Insurance)	(5,000)
001-020-56028 (Capital Equipment)	15,000

Legal Review:

City Attorney Pucci has reviewed this item and finds it complies with the law.

Recommended Action:

Staff recommends that the City Council authorize the proposed budget adjustment and the

purchase of a vehicle for the Police Department's newly established Parking Enforcement Officer position, in an amount not to exceed \$50,000, from Perry Motors of Bishop, CA.

Approved By: Ethan Aukee 11/6/2025

Approved By: Robin Picken 11/6/2025

Approved By: Pam Foster 11/6/2025

Approved By: