

SULTAN CITY COUNCIL AGENDA ITEM COVER SHEET

ITEM #: Consent C 5

DATE: April 10, 2008

SUBJECT: Surplus Equipment – Resolution 08-13

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director

ISSUE:

The issue before the Council is to authorize the Mayor to sign Resolution 08-13 to allow staff to dispose of surplus and non-useable electronic equipment.

SUMMARY STATEMENT:

The City has a collection of electronic equipment that is no longer needed and/or no longer useable. The inventory includes computer monitors, key boards, a fax machine, typewriters and printers. This equipment is obsolete and the cost to repair the equipment exceeds the cost to replace it. Since the equipment is broken, it is unlikely there is any resale value. (See Exhibit A to Resolution 08-13).

Electronic equipment can not be placed in with regular garbage collections. The City will participate in a Cleanup Day on April 26, 2008 and as part of the event citizens will be able to dispose of electronic equipment in the proper manner.

During past events, the City has disposed of surplus electronic equipment and has paid Rabanco the collection fee as part of the total billing. This year the City will be using a private company, Total Reclaim, to collect electronic waste. Staff will need to make arrangements with Total Reclaim for payment for the disposal of the monitors..

ALTERNATIVES

- 1) Authorize the Mayor to sign Resolution 08-13 to declare the property surplus and allow staff to properly dispose of the equipment.
- 2) Do not authorize the Mayor to sign Resolution 08-13. This alternative will require the City to continue to store unusable and broken equipment and find alternate ways to properly dispose of the items.

RECOMMENDEATION:

Staff recommends that the Council declare the equipment to be surplus and to have no resale value and allow staff to provide for proper dispose of the equipment.

MOTION

Move to authorize the Mayor to sign Resolution 08-13 to allow staff to dispose of surplus and non-useable equipment.

Attachments: A) Resolution 08-13

ATTACHMENT A

**CITY OF SULTAN
RESOLUTION 08-13**

A RESOLUTION PROVIDING FOR THE DISPOSAL OF CERTAIN INVENTORY ITEMS DEEMED TO BE SURPLUS TO THE REASONABLY FORESEEABLE NEEDS OF THE CITY OF SULTAN.

WHEREAS, certain items of equipment belonging to the City of Sultan are obsolete and no longer used by the City; and

WHEREAS, the value, obsolescence and condition of these items of inventory make it impractical to trade the same in on future purchases of new inventory items from the list of assets of the City and to obtain the maximum return for said inventory items, it should be the best interest of the City to dispose of the same in a manner that will be to the best advantage to the City of Sultan, and

WHEREAS, certain items are broken and non-useable and need to be removed from inventory and disposed of in a proper manner,

NOW THEREFORE, it is resolved by the City Council of the City of Sultan, Washington as follows:

1. Based upon the findings and recommendations of the City, the items of inventory belonging to said City as shown in Exhibit "A" attached hereto, are declared to be surplus of the foreseeable needs of the City.
2. That it is deemed to be for the common benefit of the residents of said City to dispose of said inventory.
3. That the staff is authorized to dispose of items listed in Exhibit "A" in accordance with proper disposal methods, in a manner that will be to the best advantage to the City of Sultan.

PASSED by the City Council this 10th day of April, 2008

City of Sultan

Carolyn Eslick, Mayor

ATTEST:

Laura J. Koenig, City Clerk

City of Sultan - Non-Operating Surplus Equipment List

Item Description	Model #	Serial Number	C.O.S. Inventory #
ACCO Three Hole Punch	440	None	None
Alps Computer Keyboard	KFRF-1	*88T1006426	None
Astron (Fuse Box?)	RS-&A	8507644	None
Brother Intellifax Fax Machine	Fax2600	U56515B1U471390	416
Canon Fax/Printer Combo	CFX-B380 1F	vln14202	None
Computer Keyboard	FKB8720	N860-8725-T301	None
Cook Telecom, Inc. Alphamate	N1383A	516BPC 1415D	00-31067?
Dell Computer Keyboard With Handrest	RT7D5JTW	TH-0463CD-37171-060	None
Dell Computer Monitor	N/A	KR0929PX476020CNAB7X	None
Dell Flat Panel Monitor	1704FPT	0Y4299-71618-56D-BE2B	None
Dell Quiet Computer Keyboard	KB101TRK	TH-0473CD-37171-060-4695	None
HP Deskjet Printer	895 CSE	MY98C1C09F	None
HP Deskjet Printer	672C	SG8531X2CM	None
HP Laserjet III Printer	33449A	3126A37434	355
HP Paintjet Printer	3630A	3040A39769	None
IBM Selectric II Typewriter		5089	None
Iomega Zip Drive	N/A	RALH46TC2P	None
Iomega Zip Drive	N/A	RALH464CVO	None
LG Cell Phone Charger	TC-300W	NC49027250	None
Microsoft Computer Keyboard	E03786USBBM	KN9526013594	None
Minolta Sm. Lighted Drafting Table	E15	618024	None
Monroe Adding Machine	3140	N364447	None
Motorola Airtouch MegaPhone	N/A	N/A	None
Okidata Microline Printer	320 Turbo	809B2260427	None
Okidata Microline Printer	391	807A0034564	None
Royal Cash Register	8160 NX	60427415	None
Sanyo Transcription Machine	TRC9010	83307911	None
Seal Clear Tech Laminator	CT1200	29613	None
Sharp Adding Machine	EL-2192R	176356	None
Sharp Adding Machine	EL-2630A	8066087	None
Sharp Electric Typewriter	PA-3100	88332357	None
Singer Caramate Image 2 Slide Projector	3260	14309 A	None
Smith Corona Electric Typewriter	NA1HH	S0992223900	None
Viacom Cable Box	SPC-4000-3	S18196	None