

SULTAN CITY COUNCIL

AGENDA ITEM COVER SHEET

ITEM NO: C - 7
DATE: October 9, 2008
SUBJECT: Surplus Equipment
CONTACT PERSON: Laura Koenig, Clerk/Deputy Treasurer

ISSUE:

The issue before the City Council is the request to surplus the attached Non-Operating Miscellaneous Equipment (Attachment A) from City of Sultan City Hall. Also, included in the list is the two F-150 Ford Pickups from Public Works.

The City Council authorize Mayor Eslick to sign Resolution 08-28 (Attachment B)

SUMMARY:

The City of Sultan has replaces the non operating equipment as needed within City hall. The attached list includes computers, speakers, monitors, desks, and miscellaneous office supplies that are no longer used by staff or needed.

FISCAL IMPACT:

The Computer equipment will be taken to a correct disposal site, the antiques desks, copier, and two Ford Pickups will be advertised with bids received by the City. The office supplies and small items will be auctioned in lots when the advertisements go out.

RECOMMENDED ACTION:

Authorize the surplus and correct disposal of the attached list of equipment and supplies by authorizing Mayor Eslick to sign Resolution No. 08-28.

COUNCIL ACTION:

ATTACHMENT: A. Non Operating Surplus Equipment List
B. Resolution08-28

**CITY OF SULTAN
RESOLUTION 08-28**

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 not longer 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 the provisions of SMC 3.60.030 to SMC 3.60.065 attached hereto, in a manner that will be to the best advantage to the City of Sultan.

PASSED by the City Council this 9th day of October, 2008

City of Sultan

Carolyn Eslick, Mayor

ATTEST:

Laura J. Koenig, City Clerk

ATTACHMENT B

City of Sultan - Non-Operating Surplus Equipment List 10-03-2008

| Item Description | Model # | Serial Number | C.O.S. Inventory # |
|------------------------------------|------------|--------------------------|--------------------|
| ViewSonic Computer Monitor | VCDTS21611 | 30L014200560 | 402 |
| Dell Trinitron Computer Monitor | 08376T | 08376T-47741-081-51DV | 354 |
| LabTec Computer Speakers | NA | 60103F1 | NA |
| Komodo Computer Monitor | NA | 945FCRT2000346 | NA |
| Shelving Parts | NA | NA | NA |
| Disk File | NA | NA | NA |
| MasterPiece Power Distribution Box | NA | NA | NA |
| (2) CD Program File Boxes | NA | NA | NA |
| (12) 5-pk 90 Min. Unused Cassettes | NA | NA | NA |
| Okidata OL400 Toner Cartridge | NA | NA | NA |
| BCI-21 Color Toner Cartridge | NA | NA | NA |
| BCI-21 Black Toner Cartridge | NA | NA | NA |
| BC-23 Black Toner Cartridge | NA | NA | NA |
| (3) 90 Minute Blank Cassettes | NA | NA | NA |
| (4) Zip Discs | NA | NA | NA |
| (2) Note Spindles | NA | NA | NA |
| 1989 Ford Truck | F-150 | 1FTDF15NOKPA66228 | |
| 1989 Ford Truck | F-150 | 1FTDF15NIKPA7815 | |
| (2) Antique Oak Office Desks | NA | NA | NA |
| Brother Labelmaker | PT-100 | J59624217 | NA |
| Dell Trinitron Computer Monitor | | 7045537 | NA |
| Dell Computer | 56X | | NA |
| Dell Computer Speakers | | CN-OD3431-48220-49D-00T0 | |
| (2) Metal Desk | NA | NA | NA |
| Misc Office Supplies | NA | NA | NA |
| Misc Office Furniture | NA | NA | NA |
| Canon Copier N6030 | NCH035060 | 235500 | NA |