

TO: James L. App, City Manager
FROM: Mike Compton, Director of Administrative Services
SUBJECT: Surplus Property
DATE: August 29, 2006

Needs: For the City Council to consider adoption of a resolution declaring certain City property as surplus and authorize its disposal.

Facts:

1. City vehicles and office equipment are replaced in accordance with the approved budget based upon replacement schedule maintained by Administrative Services.
2. The replaced vehicles are no longer servicable for City operations.
3. The office equipment, personal computers, will be disposed of in accordance with past practice, sell to employees at fair market value.
4. Disposal of said equipment can not take place until formally declared surplus by the Council.
5. Proceeds from the sale of the surplus equipment will be deposited back into the equipment replacement, or appropriate enterprise, fund.

Analysis & Conclusion:

The vehicles and personal computers identified in the attached exhibit are no longer being used by the City. Vehicles declared surplus will be sold at public auction and, as noted above, personal computers will be first offered to City employees at fair market value.

Fiscal Impact:

Sale proceeds will be deposited back into the appropriate fund.

Options:

- a. Adopt Resolution No. 06-xxx declaring certain City property as surplus and authorize their sale by public auction, bid or sale; or
- b. Amend, modify, or reject the above option.

RESOLUTION NO. 06-XXX

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF EL PASO DE ROBLES
DECLARING CERTAIN CITY PROPERTY AS SURPLUS

WHEREAS, the City is purchasing various vehicles and equipment per Council budgetary authorization and replacement schedules; and

WHEREAS, the City no longer has a need or use for the vehicles and office equipment being replaced; and

WHEREAS, it is highly desirable to sell the surplus equipment for the highest return possible.

THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of El Paso de Robles that the City property identified in the attached Exhibit "A" are declared surplus and are to be sold by public auction except that computer equipment shall be first made available to City staff at fair market value; and

BE IT FURTHER RESOLVED by the City Council of the City of El Paso de Robles that the Director of Administrative Services is authorized to undertake any and all actions to transfer title to the successful bidder/purchaser.

PASSED AND ADOPTED by the City Council of the City of El Paso de Robles this 29th day of August 2006 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Frank Mecham, Mayor

ATTEST:

Deborah Robinson, Deputy City Clerk