

REQUEST FOR COUNCIL ACTION

SUBJECT: Declaring items from various Departments that are no longer of any value or use as surplus property, and authorize the disposition

SUMMARY: From time to time, City Departments may have a need to have unusable, obsolete, irreparable or no longer of any value to the City declared surplus by the City Council. If determined unusable by the City, items may be turned over to propertyroom.com, with which the City has a contract. Per that contract, propertyroom.com would log and track all items turned over to them and the items would then be sold to the public. The City would receive funds in return, with the amount to receive being undetermined at this time.

FISCAL AND/OR ASSET

IMPACT: The items declared surplus may be sold or discarded with proceeds, if any, deposited in the General Fund.

MOTION RECOMMENDED:

“I move to approve Resolution 16-149, declaring items from various Departments that are no longer of any value or use as surplus property, and authorize the disposition.”

Roll Call vote required

Prepared by:


Melanie S. Briggs MMC
City Clerk

Recommended by:


Mark R Palesh
City Manager

BACKGROUND DISCUSSION:

Section 3-1-14 of the City of West Jordan Municipal Code outlines the procedures for declaring surplus process:

3-1-14: SURPLUS PROPERTY:

- A. Declaration Of Surplus Required: No city owned property, except such items as are consumed in their use for official city business and as described in subsection E of this section, shall be disposed of or released to ownership, unless such property has been declared surplus by the city council.
- B. Notification Requirements: Whenever city property is surplus, unused, obsolete, unsuitable or otherwise no longer needed, the department head having control of such property shall notify the city manager. The city manager shall notify other city departments of the availability of such property. The city manager shall supervise the transfer of such property to the department requesting the property. If the property is obsolete or unsuitable for public use, the property shall be disposed of in accordance with this section.
- C. Sale Of Property Permitted: When necessary, the city manager or his designee shall prepare and present a listing to the city council of all city owned property which is obsolete, unsuitable for use and which should be declared surplus. After the city council has declared the property to be surplus, the property may be sold at an auction to the highest bidder. Such sale may be, in the discretion of the city manager, at public auction or by sealed bid.
- D. Notice Requirements For Auction Or Bid Opening: Notice of such public auction or invitation for sealed bids shall be published at least once in a newspaper of general circulation in the city at least ten (10) days but not earlier than thirty (30) days prior to such auction or opening of bids. The notice shall describe the property to be sold, the terms of sale and the place and time of such auction or bid opening. The city manager or his designee shall be responsible for conducting such public auction or bid opening. The city manager shall have the right to reject all bids.
- E. Unsold Property: If the surplus item is subjected to sale to the highest bidder at public auction and remains unsold, the city manager may sell the surplus item to any person for such price as the city manager deems appropriate or may dispose of as the city manager shall direct.

THE CITY OF WEST JORDAN, UTAH

A Municipal Corporation

RESOLUTION NO. 16-149

A RESOLUTION TO DECLARE CITY PROPERTY AS SURPLUS AND AUTHORIZE THE DISPOSITION AND SALE OF ITEMS

WHEREAS, from time to time City Departments have items within their departments that are no longer of use and must surplus the items for disposition; and

WHEREAS, the Administration, Fire, Fleet, and Police Departments have determined that certain items are unusable and request City Council approval declaring the items surplus; and

WHEREAS, pursuant to West Jordan Municipal Code 3-1-14, the City Council must declare any City property surplus prior to disposal, and authorize the sale of said equipment,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST JORDAN, UTAH, THAT:

Section 1. The City Council declares the list of items attached as surplus property, and authorizes the sale of said equipment.

Section 2. This Resolution shall take effect immediately.

Adopted by the City Council of West Jordan, Utah, this 12th day of October 2016

KIM V. ROLFE
Mayor

ATTEST:

MELANIE S. BRIGGS, MMC
City Clerk

Voting by the City Council	"AYE"	"NAY"
Council Member Dirk Burton	_____	_____
Council Member Jeff Haaga	_____	_____
Council Member Zach Jacob	_____	_____
Council Member Chris McConnehey	_____	_____
Council Member Chad Nichols	_____	_____
Council Member Sophie Rice	_____	_____
Mayor Kim V. Rolfe	_____	_____

October 12, 2016

City Clerk's Office – Surplus Items

1 – Spectra personal headset (broken)

1 – Duracraft personal air heater (broken)

Melanie Briggs

From: Chris Kinzel
Sent: Tuesday, September 27, 2016 12:30 PM
To: Melanie Briggs
Cc: Marc McElreath; Clint Petersen
Subject: Fire Dept. Surplus
Attachments: Chris Kinzel.vcf

Melanie,
Will you please add the following items the City surplus list.

- 7 mattress sets (old)
- 1 vacuum (broken)
- 1 hand mixer (Broken)
- 1 chair (broken)
- 1 shop vacuum (broken)
- 7 box flashlights (broken)
- 3 BBQ grills (worn out)
- 1 day room chair (torn)
- 1 tread mill (beyond repair)
- 14 Motorola MTS200 radios (broken)
- 1 desk jet printer (broken)
- 1 small shredder (broken)
- Old stackable desk files
- Obsolete or expired EMS equipment and supplies

Thanks
Chris



Fleet Surplus October 2016

V09103	Police Patrol	2009 Dodge Charger	2B3KA43T49H571326
V09115	Facilities	2009 Ford F-150	1FTRX14V49KB23333
V11004	Police Patrol	2011 Ford Explorer	1FMHK8D89BGA47254
V12004	Police Patrol	2012 Ford F-150	1FTFW1EF7CFA89515
V12008	Police Patrol	2012 Ford F-150	1FTFW1EF4CFA89522
V12010	Police Patrol	2012 Ford F-150	1FTFW1EF0CFA89517
V12011	Police Patrol	2012 Ford F-150	1FTFW1EF2CFA89518
V12012	Police Patrol	2012 Ford F-150	1FTFW1EF4CFA89519
V12014	Police Patrol	2013 Ford Taurus	1FAHP2D88DG101266
V12015	Police Patrol	2013 Ford Taurus	1FAHP2D86DG101265
V13007	Police Patrol	2013 Ford Police Inteceptor Sedan	1FAHP2MK5DG188989
V13008	Police Patrol	2013 Ford Police Inteceptor Sedan	1FAHP2MK6DG188984
V13009	Police Patrol	2013 Ford Police Inteceptor Sedan	1FAHP2MK8DG188985
V13010	Police Patrol	2013 Ford Taurus	1FAHP2D87DG188979
V13016	Police Patrol	2013 Ford F-150	1FTFW1EF7DFA94330
V13019	Police Patrol	2013 Ford Police Inteceptor Sedan	1FAHP2MK1DG188987
V13020	Police Patrol	2013 Ford Police Inteceptor Sedan	1FAHP2MK3DG188988
V13021	Police Patrol	2013 Ford Police Inteceptor Sedan	1FAHP2MK4DG188983
V13022	Police Patrol	2013 Ford Police Inteceptor Sedan	1FAHP2MK2DG188982
V13025	Police Patrol	2013 Ford Police Inteceptor Sedan	1FAHP2MKXDG188986
V14004	Police Patrol	2014 Ford Police Inteceptor Sedan	1FAHP2MK5EG155119
V14005	Police Patrol	2014 Ford Police Inteceptor Sedan	1FAHP2MK1EG155120
V14007	Police Patrol	2014 Ford Police Inteceptor Sedan	1FAHP2MK3EG155121
v14031	Police Patrol	2015 Ford Police Inteceptor Sedan	1FAHP2MK5FG110683
	Fleet	Robinaire A/C Machine	
	Fleet	Engine Stand	
	Fleet	Floor Jack	

10/04/16
12:19

West Jordan Police Department
Release of Evidence Property

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Time/Date: Tue, Oct 4 12:14:21 2016

I, GERONA, RANDY, certify that on the above date and time, the following evidence property was released to: SURPLUS PROP

ID Number	Description	Incident#	Seq	Quantity	Ms
310592	SL1/BIKE/SCHWINN/SHIMANO/PNK	16H003790	1	1.000	
310796	DN1/Bicycle/Taboo/Pro/20FS/W HI	16H004027	2	1.000	
310912	NV1/BICYCLE/GIANT/YUKON/GRY	16H004176	3	1.000	
311225	MF1/BIKE/KLEIN/MOUNTAIN/BIKE	16H004567	4	1.000	
311318	BM1/BIKE/NEXT/ROCKET/RED/(1)	16H004663	5	1.000	
311448	KB1/Bicycle/Mongoose/A40R/RE D/	16H004674	6	1.000	
311495	KB1/BICYCLE/FLASH/6000/GT/RE D	16H004808	7	1.000	
311990	SL1/BIKE/MONGOOSE/LEDGE/PNK	16H005391	8	1.000	
312068	KB1/BICYCLE/MAGNA/STRYKA/RED	16H005455	9	1.000	
312775	MF1/BICYCLE/MONGOOSE/MOUNTAI N	16H006186	10	1.000	
313470	BS1/BIKE/HUFFY/KAIBAB/GDL/RE D	16H006849	11	1.000	
313981	MC1/Bike/Alpha/(1)	16H007452	12	1.000	
314610	RF1/Bicycle/Huffy/(1)	16H008064	13	1.000	
315571	DN1/BICYCLE/COMFORTTEK/LUNA	16H009051	14	1.000	
315573	DN1/BICYCLE/HUFFY/TRAIL/RUNN ER	16H009059	15	1.000	
315578	DN2/LOCK/CABLE/(1)	16H009059	16	1.000	
315590	GAL/BICYCLE/HARO/RED/(1)	16H009073	17	1.000	
315670	JL1/BIKE/STREET/NO/WHEELS/WH I	16H009184	18	1.000	
315900	KF1/BICYCLE/MAGNA/BLU/(1)	16H009352	19	1.000	
316016	DN1/BICYCLE/BLK/(1)	16H009468	20	1.000	
316702	BS1/BICYCLE/HUFFY/WARHAWK/BL K	16H010232	21	1.000	
316724	DN1/BICYCLE/NEXT/XELITE/PX6. 0	16H010255	22	1.000	
316965	RC1/BIKE/TREK/4500/GLD/GLD/(1)	16H010514	23	1.000	
316972	SL1/Bike/Jargon/Tony/Hawk/BL U/	16H010525	24	1.000	
317226	DN1/BICYCLE/GIANT/SEDONE/BLU	16H010713	25	1.000	
317530	MG1/BICYCLE/NYALA/BIANCHI/BL K	16H010979	26	1.000	
317676	DN1/BICYCLE/KENT/SHOCKWAVE	16H011191	27	1.000	
318626	SL1/BKIE/NEXT/SHIMANO/PX6.0	16H012060	28	1.000	
318657	TF1/BICYCLE/HYPER/SPINFIT/(1)	16H012098	29	1.000	
319047	ET1/BIKE/SCHWINN/TRAIL/(1)	16H012433	30	1.000	
319046	TW1/BIKE/QUEST/(1)	16H012429	31	1.000	
319446	TH1/BICYCLE/HUFY/PNK/BLU/(1)	16H012829	32	1.000	
319451	TS1/BICYCLE/MONGOOSE/(1)	16H012852	33	1.000	
319494	KB1/BICYCLE/SCHWINN/ADIRAL/B LU	16H012881	34	1.000	
317473	RF1/Bike/A12002/SIL/(1)	16H010983	35	1.000	

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West Jordan Police Department
Release of Evidence Property

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Custodian

Released To