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Public Works

City Transit  
263-8152

MEMORANDUM

To: Mayor and City Council Members  
CC: Greg Jenkins, Interim City Administrator  
FROM: Brian Stineman, Public Works Director  
DATE: May 29, 2020  
RE: Recommendation to Declare Items Surplus

Equipment Maintenance  
Roadway Maintenance  
Collection & Drainage  
Building & Grounds  
Engineering

INTRODUCTION:

It is in the city's best interest to periodically get rid of surplus material and equipment. This is done via online public surplus auction. In order to make items available for auction they must first be declared surplus by the city council.

BACKGROUND:

City staff have compiled a list of no longer used or needed material and equipment. The list is currently available to all departments and any of the items not claimed for city use will be sold.

RECOMMENDATION/RATIONALE:

Staff recommends that council declare the following list of materials and equipment as surplus and allow them to be listed and sold via online auction between June 15 and June 29, 2020. Proceeds from the auction will be returned to the individual departments that submitted the items for sale.

BACKUP INFORMATION:

Auction list

We are asking for the following items to be declared public surplus so we can sell them on public auction.

**Police Department:**

PD1 - Panasonic Tough pad dock stations  
PD2 – 2009 Chevy Impala Car  
PD3 – 1990 Chevy panel Van  
PD4 – 2013 Ford Taurus Car

**Road Department:**

Road1 – 2007 Ford F-150 Truck  
Road2 – 1993 F-350 Truck

**Collection & Drainage Department**

CD1 – 2010 Ford F-150 Truck  
CD2 – Drafting equipment  
CD3 – Sewer camera  
CD4 – Gas powered air blower

**Equipment Services:**

VM1 – Brake Drum Lathe  
VM2 – 2 wheeled storage cart  
VM3 – Bench Grinder  
VM4 – Misc. automotive test tools  
VM5 – Anti freezer recycler/cleaner machine  
VM6 – Engine Carbon Cleaning Machine  
VM7 – Misc. car parts  
VM8 – Misc. Police strobe light bulbs  
VM9 – Box of misc. spark plugs  
VM10 – Misc. box of ignition car parts  
VM11 – Misc. box of lights

**Transit Department:**

Transit1 – 2006 E-450 Transit Bus

**Park Maintenance:**

Parkmaint1 - 1992 GMC 2500 Truck  
Parkmaint2 – 2000 Ford Ranger Truck

**PW Administration:**

PWadmin1 – Printer cartridge  
PWadmin2 – Printer cartridge  
PWadmin3 – Printer cartridge  
PWadmin4 – Printer cartridge  
PWadmin5 – HP printer paper  
PWadmin6 – Color printer

PWadmin7 – 26” TV  
PWadmin8 – VCR recorder  
PWadmin9 – framed picture  
PWadmin10 – Desk Calculator  
PW11 – Office chair  
PW12 – Dictionary/Thesaurus  
PW13 – Utility cart  
PW14 – Color printer

**WPCP Plant**

WPCP1 through WPCP7 4.5” and 6” dragline and supply hoses.  
WPCP8 HP printer

**IT Department**

32 items, toner cartridges, switches, router, firewalls, cables