

ITEM 4.5

CITY MANAGER'S REPORT DECEMBER 14, 2020 CITY COUNCIL REGULAR MEETING

ITEM: **DECLARE CERTAIN VEHICLES AND EQUIPMENT
SURPLUS PROPERTY AND AUTHORIZE THEIR
DISPOSAL**

RECOMMENDATION: **Adopt a Resolution Declaring Certain Vehicles and
Equipment Surplus Property and Authorizing Their
Disposal**

SUMMARY:

The City currently has six surplus vehicles and various furniture and equipment that have reached their useful life, have been replaced, or the repair costs exceed their fair market value. Staff recommends these items to be auctioned, donated to a non-profit organization, recycled with an approved agency, or discarded.

BACKGROUND:

The City of Lathrop updated its policy regarding disposition of surplus property on December 1, 2014 pursuant to Resolution 14-3848 and staff recommends that the items listed on Attachment "B" be declared surplus property in accordance with this policy. All of these items have reached their useful life, have been replaced, or the cost of repair exceeds their value. Each item listed on the attachment has a brief description of the condition of each item. All of the listed items are ready to be declared surplus property for sale, recycling, or disposal.

According to City policy, if the market value of surplus items is greater than \$5,000, the Purchasing Officer shall present the listing of such assets to the City Council for action regarding their declaration as surplus. It has been determined that these items collectively could have a value greater than \$5,000.

Vehicles will be sold at public auction by Nationwide Fleet Services pursuant to an existing contract. Surplus equipment will be discarded or recycled if auction not successful.

REASON FOR RECOMMENDATION:

Pursuant to City policy, at least once a year each Department Head shall conduct a review of inventory, goods and supplies utilized by that department and shall determine what items have become surplus. City staff has gathered a list of surplus items from all departments which are included in Attachment "B". These surplus assets have been reviewed and determined that their collective value could be greater than \$5,000. In addition, once the surplus items are discarded, it will help each department maintain storage space.

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PROPERTY AND AUTHORIZING THEIR DISPOSAL

FISCAL IMPACT:


Any net revenues from the sale of these items will be returned to the City's general fund.

ATTACHMENTS:

- A. Resolution Declaring Certain Vehicles and Equipment Surplus Property and Authorizing Their Disposal
- B. Surplus Inventory List

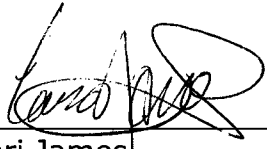
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APPROVALS:



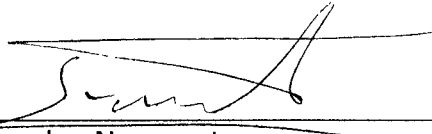
Tanyashara Rillamas
Accountant II

12/02/2020
Date



Cari James
Director of Finance and Administrative
Services

12/2/2020
Date



Salvador Navarrete
City Attorney

12-3-2020
Date



Stephen J. Salvatore
City Manager

12.7.2020
Date

RESOLUTION NO. 20-_____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LATHROP
DECLARING CERTAIN VEHICLES AND EQUIPMENT SURPLUS PROPERTY AND
AUTHORIZING THEIR DISPOSAL**

WHEREAS, the City of Lathrop has a policy that allows for the disposal of equipment and inventory with City Council approval; and

WHEREAS, the City has surplus vehicles and equipment, which have reached their useful life, are inoperable, or the cost of repairs exceed their value; and

WHEREAS, the City Council has reviewed the list of surplus items in which are to be auctioned, donated to a non-profit organization, recycled, or discarded.

NOW, THEREFORE, BE IT RESOLVED that the City Council declares the items, as listed in Attachment "B", to be surplus property and authorizes the City Manager to dispose of the surplus equipment and inventory.

The foregoing resolution was passed and adopted this 14th day of December, 2020, by the following vote of the City Council, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Sonny Dhaliwal, Mayor

ATTEST:

APPROVED AS TO FORM:

Teresa Vargas, City Clerk



Salvador Navarrete, City Attorney

ATTACHMENT B
Surplus Inventory List
December 14, 2020

Surplus Type: **Vehicle/Other**

Surplus Reason Codes: **A**-No longer needed **B**-Reached useful life **C**-Replaced **D**-Cost to repair is higher than value **E**-Damaged/not working

Surplus Reason Code	Description	Year/Make/Model	Vin / Serial Number	Quantity	Dept.
C	Vehicle	2005/Jeep/Liberty	IJ4GL48K15W636198	1	PR
C	Vehicle	2006/Dodge/Durango	ID4HB38N56F186674	1	AS
B	Vehicle	2004/Ford/Explorer	1FMZU72K44ZA55129	1	IT
C	Vehicle	2007/Dodge/Durango	ID8HB38N67F566669	1	PR
B	Vehicle	2007/Dodge Durango	ID8HB38N47F566668	1	PW
B	Vehicle	2007/Chevrolet Silverado	1GCEK19Z97Z122708	1	PW
A	Electric Heater			1	PW
E	Reciprocating Saw			1	PW
C	Battery Operated Drill			1	PW
A	Saddle Toolbox (Pickup Truck)			1	PW
A	Side Mount Tool Box Set (For Truck bed)			2	PW
A	Truck Bed Tool Box			2	PW
A	2008 Silverado Tailgate			1	PW
A	2008 Silverado Bumper			1	PW

ATTACHMENT B
Surplus Inventory List
December 14, 2020

Surplus Type: **Equipment**

Surplus Reason Codes: **A**-No longer needed **B**-Reached useful life **C**-Replaced **D**-Cost to repair is higher than value **E**-Damaged/not working

Surplus Reason Code	Description	Year/Make/Model	Vin / Serial Number	Quantity	Dept
D	Shredder			1	CA
E	Speed Queen Washer & Dryer			1	PW
A	Generator & ATS switch			1	A

Surplus Type: **Furniture**

Surplus Reason Codes: **A**-No longer needed **B**-Reached useful life **C**-Replaced **D**-Cost to repair is higher than value **E**-Damaged/not working

Surplus Reason Code	Description	Year/Make/Model	Vin / Serial Number	Quantity	Dept
C	File Cabinet-4 Drawer			3	CA
E	Metal Filing Cabinet	Prior to 2005		4	PW
A	Large Metal Cabinets			2	PW
A	Wood Bookshelves			3	PW
A	Round Table			1	PW
A	Standard Padded Chairs			9	PW
A	Wood Desk			1	PW
A	Padded Chair w/rollers			1	PW
A	Medium Size File Cabinets			2	PW
A	Desk Lamp/Lights			14	PW