

# EXECUTIVE SUMMARY



**TO:** James Scholl, City Manager

**FROM:** Mark Z. Finigan

**DATE:** December 21, 2017

**SUBJECT:** Disposal of City Owned Personal Property  
Fiscal Year Ending 2017

## **Action Statement:**

Pursuant to City of Key West Code of Ordinances, Subdivision II, Authority of Purchasing Agent, Section 2-771-(3) (c), this resolution authorizes City staff to proceed with the disposal of surplus or obsolete City owned personal property with an acquisition value in excess of \$20,000, as identified by City Departments as of September 30, 2017.

- City vehicles and heavy equipment, other equipment items and City constructed improvements as enumerated in Attachment A. Authorizing the City Manager to determine the most appropriate means of disposal.

## **Section 2-771-(3) (c)**

*The City Manager shall have the authority to sell, trade or otherwise dispose of surplus and obsolete personal property belonging to the City either by sale, barter or exchange or by sealed bid, public auction, cannibalization, trade-in or any other means of disposal as may be appropriate and in the best interests of the city.*

*Disposal of surplus or obsolete personal property with acquisition prices in excess of \$20,000.00 per item shall be made only after approval by the City Commission.*

## **Financial Impact:**

To the maximum extent practical the City Manager will sell / auction excessed or obsolete personal property to the highest bidder under the sale terms determined by the City Manager. Certain personal property items or improvements which have no residual functional or monetary value and will either be junked, cannibalized, donated or used for its potential trade in value.

## **Recommendation:**

Pursuant to City of Key West Code of Ordinances, Subdivision II, Authority of Purchasing Agent, Section 2-771-(3) (c), authorize City staff to proceed with the disposal of City owned personal property as listed in Attachments A.