

1. Requested Motion:

Meeting Date: August, 18 2014

Motion: declare the items on the attached "Exhibit A" surplus and authorize staff to dispose of these items.

Why the action is necessary:

This action is recommended prior to disposition of surplus items.

What the action accomplishes:

This action allows the Town to dispose of surplus items by auction to the highest bidder.

2. Agenda:

- Consent
 Administrative

3. Requirement/Purpose:

- Resolution
 Ordinance
 Other

4. Submitter of Information:

- Council
 Town Staff -Finance
 Town Attorney

5. Background:

The Finance Department has developed an on-going program to consolidate the records for town owned assets. As part of that process, we have worked with each department to identify assets that have become obsolete and are no longer of any use to the Town. We presently have many of these items stored in off-site storage. Offering these items for sale to the general public is a way for the Town to dispose of the unneeded objects. Items will be sold "as is" and "where is," meaning buyers have to pick up items or arrange for shipping. There will be no cost to the Town and the general public is welcome to bid.

Attachments:

- Memo from Finance Director
- List of surplus assets

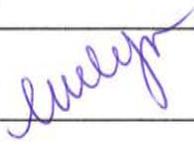
6. Alternative Action:

Decline to declare items surplus

7. Management Recommendations:

Direct staff to proceed with disposal of surplus assets.

8. Recommended Approval:

Town Manager	Town Attorney	Finance Director	Public Works Director	Community Development Director	Parks & Recreation Director	Town Clerk
						

9. Council Action:

- Approved Denied Deferred Other

Town of Fort Myers Beach



To: Don Stilwell, Town Manager
From: Evelyn Wicks, Finance Director
Date: August 7, 2014
Re: Disposal of surplus assets

Evelyn Wicks

The list of property (*Exhibit A*) to be declared surplus includes chairs and tables, computer hardware, audio visual equipment and some furniture. Assets are considered salvage when they are no longer operable and the cost to repair is more than the item is worth. Assets are obsolete when they are no longer being used even if operable because they are outmoded in style or design and replaced by newer technology. From time to time a department or division will identify Town owned property that is classified as salvage or obsolete. If other departments can find a use for any items in storage, the items can be reassigned.

The governing body is required to declare these items surplus and authorize staff to sell them to the highest bidder. Any items that have no buyers will be destroyed. Proceeds from the sales will be recorded as miscellaneous revenue. Please contact me if you have any questions.

Exhibit A
Town of Fort Myers Beach
Surplus Items

Item Description
QSC Amp
RCF Speaker
RCF Speaker
RCF Speaker
Shure Microflex Desktop Microphone
8-Channel auto microphone mixer
Sanyo TRC-8030 Memo-scriber w/pedal
Lanier Model VW-110 Transcription w/Pedal
Philips Digital Pocket Memo 9370
Speakers (set)
Speakers (set)
Speaker (single)
Speaker (single)
Cassette Copier
<i>Computer Monitors</i>
Dell Monitor
Monitor
Monitor
Monitor
Monitor
<i>Computer Keyboards & Typewriter</i>
Gateway keyboard
Dell Keyboard
Lenovo Keyboard
Dell Keyboard
Dell Keyboard
Dell Keyboard
Dell Keyboard
Dell Keyboard
Dell Keyboard
Dell Keyboard
Logitech Keyboard
Logitech Keyboard
Logitech Keyboard
HP Keyboard
HP Keyboard
HP Keyboard
Typewriter

Exhibit A
Town of Fort Myers Beach
Surplus Items

<i>Computer Accessories/Towers</i>
Dell Computer Tower
Gateway Computer Tower
Gateway Computer Tower
ASUS Computer Tower
ASUS Computer Tower
Dell Computer Tower
Computer Tower
COMPAQ Mouse
COMPAQ Mouse
Mouse
Logitech Mouse
<i>Printers/Scanners/Copiers</i>
HP Laserjet 2820 Printer
Savin 2400 WD Copier/Scanner
HP Officejet 6110XI Copier/Scanner
Cannon PC980 Copier/Scanner
Brother Printer
Hp DeskJet 600c Printer
<i>Cameras (Traffic)</i>
iCamera
iCamera
iCamera
<i>TV'S and Accessories</i>
Samsung 955 TV
<i>Furniture</i>
Blue Audience Chairs
Blue Council Chairs
Black Table (40" wide x 28.5" tall)
(5) Green Tables (46"wide x 28.5" tall)
(9) Green Chairs
(4) Blue Reception/Lobby Chairs
(2) Altigen Desk Phones (bad network jack)
2-Drawer Tan Filing Cabinet
Stairmaster 3800
4-Drawer Tall Tan Filing Cabinet
(6) Green Fabric Cubical Walls
3 Piece Wrap-Around Desk
<i>Miscellaneous Items</i>
Metal Easel

Exhibit A
Town of Fort Myers Beach
Surplus Items

Metal Stage Stand
APC Smart UPS 3000
(3) 3COM Network Switches
4-Port VPN Router
Nobilis PC - Hard drive removed
Netgear Rangemax Wireless Access Point
(4) 3COM Superstack Cards
(2) Trimble Geo Explorer Handheld GPS
APC UPS 350 - bad battery
CENTON 128 MB Memory Board
2 ft. Undershelf Fluorescent Light
(3) 5 gal. Buckets & Lids with Assorted PVC Parts
Stearns red PFD Adult XL
Blue Storage Bin with Assorted PVC Parts
4 ft. A-frame Signacade
55 gal. Rain Barrel (decorated)
6 ft. Aluminum Ladder
(2) Box of Misc. Wires & Cords
Baseball/Softball Scoreboard #1
Baseball/Softball Scoreboard #2