

AGENDA ITEM SUMMARY

Meeting Date:	FEBRUARY 21, 2018
Agenda Category:	CONSENT BUSINESS
Agenda Item Number:	10 B
Subject:	DECLARATION OF SURPLUS PROPERTY AND SUBSEQUENT DISPOSAL OF SAID PROPERTY (PLANNING DIVISION)

Attachments:	Memorandum
---------------------	------------

Staff Contact:	Planning Director Bernard
-----------------------	---------------------------

Background:	The Planning Division is requesting Council to declare an HP Designjet 500 plotter as surplus property. The plotter is inoperative and has since been replaced. If Council declares this property as surplus, the item will be recycled in accordance with electronics recycling regulations.
--------------------	---

Reference:	Section 274.05, Florida Statutes (Surplus Property)
-------------------	---

Suggested Action:	Approve the declaration of surplus property and subsequent disposal of said property
--------------------------	--

Memo

To: Brenda Fettrow, City Manager
From: Alix Bernard, Planning Director
cc: Lisa Nicholas, Public Relations Officer & City Clerk
Date: February 9, 2018
Re: Declaration of HP Plotter as Surplus Property

*approved to
go to Council.
Dr. Fettrow
2/9/2018*

The HP Designjet 500 plotter, model #C7770B and serial #SG1402109G, was originally purchased in 1998 or 2000. It currently doesn't work and has been replaced. In consulting with IT, they have recommended that it be placed in electronics recycling once it is designated as surplus property.