

DATE SUBMITTED 07/25/18
SUBMITTED BY Imperial Police Dept.
DATE ACTION REQUIRED _____

COUNCIL ACTION (x)
PUBLIC HEARING REQUIRED ()
RESOLUTION ()
ORDINANCE 1ST READING ()
ORDINANCE 2ND READING ()
CITY CLERK'S INITIALS [Signature]

**IMPERIAL CITY COUNCIL
AGENDA ITEM**

SUBJECT:	DISCUSSION/ACTION: DECLARE OUT OF SERVICE OFFICE EQUIPMENT AND CHAIRS AS SURPLUS AND AUTHORIZE THE SALE OR SALVAGE OF ITEMS.		
	1. Declare out of service office equipment and chairs as surplus and authorize the sale or salvage of items.		
DEPARTMENT INVOLVED:	Police Dept.		
BACKGROUND/SUMMARY:	Office desks and 10 black office chairs are no longer in use and would like to have items declared as surplus and allowed to be sold as is. Proceeds from the sale will be utilized to purchase office equipment as needed.		
FISCAL IMPACT:	None	ADMIN SERVICES SIGN INITIALS	<u>[Signature]</u>
STAFF RECOMMENDATION:	Request Council approval to have items declared as surplus		DEPT. INITIALS _____
MANAGER'S RECOMMENDATION:		CITY MANAGER'S INITIALS	<u>[Signature]</u>
MOTION:	<p>SECONDED: _____ APPROVED () REJECTED ()</p> <p>AYES: _____ DISAPPROVED () DEFERRED ()</p> <p>NAYES: _____</p> <p>ABSENT: _____ REFERRED TO: _____</p>		

