

AGENDA ITEM REPORT

I.3



To: Town Council

Subject: Consider and act upon Resolution 2025-04 declaring certain property as surplus and authorizing the Town Manager to execute the sale, trade, donation, or disposal of said property.

Meeting: Town Council - January 27, 2025

Department: Town Secretary

Staff Contact: Tami Kayea

SUGGESTED ACTION:

Staff recommends approval.

BACKGROUND INFORMATION:

Staff in the Fire Department and Library have identified items that are unnecessary, expired, or non-functional for the department's operations. At the discretion of the Town Manager, items that are no longer in service or not of use can be sold, traded, donated, or disposed of. A list of items is attached to the resolution as Exhibit A.

There are approximately 2950 barcoded books that the Library wishes to surplus. Due to the length of the list of books, the list is readily available from the Town Secretary upon request.

FINANCIAL IMPACT:

ATTACHMENTS:

[RES 2025-04 Surplus Property and Exhibit A.docx](#)