

AGENDA ITEM REPORT

H.2



To: Town Council

Subject: Consider and act upon Resolution 2026-08 declaring certain property as surplus and authorizing the Town Manager to execute the sale, trade, donation, or disposal of said property.

Meeting: Town Council - March 23, 2026

Department: Town Secretary

Staff Contact: Rachel Ramsey

SUGGESTED ACTION:

Staff recommends approval.

BACKGROUND INFORMATION:

Surplus property is defined as any equipment, vehicles, materials or property that is no longer in use, is obsolete or beyond reasonable repair, or has been replaced or is no longer required by the Town. Department heads are responsible for identifying property that is no longer in use. The property is first evaluated for potential reuse by other departments prior to disposal.

FINANCIAL IMPACT:

Any proceeds from the sale of surplus property will be returned to the appropriate municipal fund unless otherwise directed by council resolution.

ATTACHMENTS:

[RES 2026-08 and Exhibit A Surplus List.pdf](#)