

MEMORANDUM

TO: The Honorable Mayor and City Council
FROM: Al Schefske, Facilities Manager
DATE: November 10, 2021
SUBJECT: Disposal of Surplus Property Authorization Request (PD)

Request

Authorization to dispose of surplus City Property.

Background

The office furniture from the sergeants’ area removed during office renovation as shown on Exhibit “A” has been determined to be obsolete, inoperable, or unserviceable. Permission is requested for disposal of these items.

Recommendation

Staff recommends the disposal of property shown on Exhibit “A”.



WHEATON MAYOR PHILIP J. SUESS

CITY MANAGER MICHAEL DZUGAN

CITY COUNCIL: MICHAEL BARBIER | ERICA BRAY-PARKER | SCOTT BROWN | SUZANNE FITCH | LYNN ROBBINS | SCOTT WELLER

**RESOLUTION R-2021-
A RESOLUTION AUTHORIZING THE DISPOSAL
OF CERTAIN SURPLUS PROPERTY (PD)**

WHEREAS, Section 2-506 of the Wheaton City Code sets forth a procedure for disposal of property found to be surplus; and

WHEREAS, a request to dispose of property described in Exhibit "A" ["subject property"] attached hereto and made a part hereof by reference, has been submitted; and

WHEREAS, the City Manager has approved said request and forwarded it to the City Council for authorization.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Wheaton, Illinois that the City Manager is authorized to proceed with disposal or donation of said surplus property in compliance with the provisions of Chapter 2, Article VII, Section 2-506 of the Wheaton City Code.

ADOPTED this 15th day of November 2021.

Mayor

ATTEST:

City Clerk

Roll Call Vote:

Ayes:

Nays:

Absent:

Items for Disposal – PD Office furniture removed from sergeants' area.

Quantity	Description
10	Two drawer desk ends (15" wide)
7	Overhead file cabinet
2	Two drawer file cabinet (35" wide)
7	Desktop (60" wide)
7	Desktop (42" wide)
12	Desk end
6	Cubicle partition (42" w x 62"h)
8	Cubicle partition (30" w x 63"h)
Various	Pieces of Hardware