



Memo

To: Board of Directors
From: Alan E. Clanin, General Manager
Date: June 11, 2018
Subject: Declare Vehicle as Surplus Equipment

We have received the new 2018 Ford F250 pickup that was approved and ordered in December 2017. We are in the process of getting this vehicle fully equipped.

The next step in the process is to declare the replaced 2006 Ford F250 as surplus property. Once this vehicle is declared surplus, we will prepare notices for the vehicle. We will publish the notice in the local newspapers and post the notice at three locations in the community, advertising it for sale and requesting sealed bids with a stated minimum amount. The vehicle to be declared surplus at this time is:

- 2006 Ford F250 (098008)

Once the vehicle is declared surplus and ready to be sold, we will establish a minimum bid amount for the vehicle. In the past we have established the minimum bid amount as the amount halfway between the Kelley Blue Book Trade-in Value and Private Party Value. The bids will be brought back to the Board for final approval. However, if after a reasonable time we receive no bids for the vehicle, then a price will be negotiated for the sale of said vehicle.

Recommendation:

It is requested that the Board of Directors declare the above vehicle as surplus district property and authorize staff to proceed with the sale of the vehicle.