



**CITY OF WASHINGTON, ILLINOIS**  
**City Council Agenda Communication**

- Meeting Date:** April 15, 2024
- Prepared By:** Chief Michael D. McCoy and Deputy Chief Jeff Stevens
- Agenda Item:** Declaration and Sale of Surplus Property
- Explanation:** The Police Department recently replaced three copiers. The replaced copiers still function. The hard disk drive (HDD) on each copier has been overwritten to preserve the security of the information previously on the volatile memory. In addition, there are several other items no longer useful to the department. Attached are a resolution and ordinance declaring the items as surplus and authorizing disposal through sale or donation.
- Fiscal Impact:** Sale or donation would eliminate the expense of taking the items to a recycler. Konica, the copier vendor, would charge \$400 to remove & recycle the machines, while Kuusakowski Recycling would recycle without charge if the items were delivered. Sale is expected to bring nominal revenue.
- Action Requested:** Approval of the resolution and ordinance.

**RESOLUTION NO. \_\_\_\_\_**

Synopsis: Adoption of this resolution will declare certain personal property that is in the possession of the City of Washington to be “Surplus”.

**A RESOLUTION DECLARING CERTAIN PERSONAL PROPERTY HELD BY THE CITY OF WASHINGTON AS “SURPLUS PROPERTY”**

**WHEREAS**, The City of Washington, Tazewell County, Illinois, presently possesses a variety of personal property on Exhibit “1” attached hereto and by reference expressly made a part hereof; and

**WHEREAS**, the said property listed on Exhibit “1” is no longer necessary nor will it be necessary for use by the City of Washington and/or officials; and

**WHEREAS**, the City Administrator of the City of Washington, Tazewell County, Illinois has caused to be prepared a list of such property. Which list has been forwarded to the Mayor and City Council for review and disposition and is attached hereto, marked Exhibit “1”;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON, TAZEVELL COUNTY, ILLINOIS**, as follows:

That the assorted personal property identified on Exhibit “1” hereto attached and referenced expressly made a part hereof, used by the City of Washington be, and the same hereby are, declared to be surplus property as same are no longer necessary or useful to the City of Washington in its operation or in the performance of its programs and services.

**PASSED AND APPROVED** by no less than three-fourths of the Corporate Authorities this 15<sup>th</sup> day of April, 2024.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk