

REQUEST FOR COUNCIL ACTION

SUBJECT: Declare certain items from the Police Department surplus and authorize their disposal.

SUMMARY: Pursuant to City Code § 3-1-14, approve a resolution allowing the West Jordan Police Department to dispose of surplus items that are no longer serviceable or of any use or value.

FISCAL AND/OR ASSETT IMPACT: The items declared surplus may be sold or discarded with proceeds, if any, deposited into the General Fund.

STAFF RECOMMENDATION:

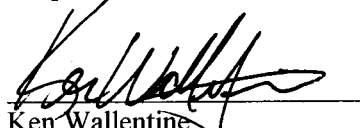
Staff recommends the Council approve the resolution authorizing disposition of the listed surplus items at the West Jordan Fire Department.

MOTION RECOMMENDED:

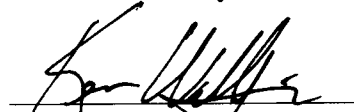
"I move to approve Resolution No. 9-155, a resolution authorizing the disposition of surplus items of the West Jordan Police Department that are no longer serviceable or of any use or value."

Roll Call vote required

Prepared and to be Presented by:


Ken Wallentine
Chief of Police

Recommended by:


Ken Wallentine
Department Head

Authorized for Council Consideration:


David R Brickey
City Manager

Reviewed for Legal Sufficiency:


City Attorney's Office

BACKGROUND DISCUSSION:

From time to time, City Departments may have a need to have property in its possession declared surplus by the City Council. Whenever city property is surplus, unused, obsolete, unsuitable/no longer needed, expired/outdated condition, or duty-assigned items to be purchased from someone other than the City as officer retirement gifts, the department head having control of such property shall notify the city manager. The city manager shall notify other city departments of the availability of such property. The city manager shall supervise the transfer of such property to the department requesting the property.

If the property is obsolete or unsuitable for public use, the property shall be disposed of in accordance with City Code § 3-1-14. The West Jordan Police Department has prepared an itemized list of property it believes is surplus, obsolete, or unsuitable for public use, and requests the City Council declare it surplus and authorize its proper disposal.

Section 3-1-14 of the City of West Jordan Municipal Code outlines the procedures for declaring surplus process:

3-1-14: SURPLUS PROPERTY:

- A. Declaration of Surplus Required: No city owned property, except such items as are consumed in their use for official city business and as described in subsection E of this section, shall be disposed of or released to ownership, unless such property has been declared surplus by the city council.
- B. Notification Requirements: Whenever city property is surplus, unused, obsolete, unsuitable or otherwise no longer needed, the department head having control of such property shall notify the city manager. The city manager shall notify other city departments of the availability of such property. The city manager shall supervise the transfer of such property to the department requesting the property. If the property is obsolete or unsuitable for public use, the property shall be disposed of in accordance with this section.
- C. Sale of Property Permitted: When necessary, the city manager or his designee shall prepare and present a listing to the city council of all city owned property which is obsolete, unsuitable for use and which should be declared surplus. After the city council has declared the property to be surplus, the property may be sold at an auction to the highest bidder. Such sale may be, in the discretion of the city manager, at public auction or by sealed bid.
- D. Notice Requirements for Auction or Bid Opening: Notice of such public auction or invitation for sealed bids shall be published at least once in a newspaper of general circulation in the city at least ten (10) days but not earlier than thirty (30) days prior to such auction or opening of bids. The notice shall describe the property to be sold, the terms of sale and the place and time of such auction or bid opening. The city manager or his designee shall be responsible for conducting such public auction or bid opening. The city manager shall have the right to reject all bids.
- E. Unsold Property: If the surplus item is subjected to sale to the highest bidder at public auction and remains unsold, the city manager may sell the surplus item to any person for such price as the city manager deems appropriate or may dispose of as the city manager shall direct.



WEST JORDAN POLICE DEPARTMENT

MEMORANDUM

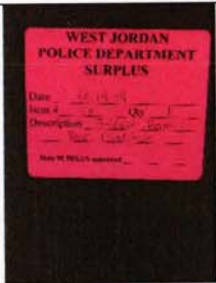
DATE: August 14, 2019
TO: Chief Wallentine
FROM: Officer Randy Golding
SUBJECT: Surplus Equipment

Please find the following firearms to be declared surplus due to age/excessive wear/departments rotation procedure.

<u>WJPD ID</u>	<u>Type</u>	<u>Make</u>	<u>Model</u>	<u>Caliber</u>	<u>Serial Number</u>
2253	Handgun	Glock	22	.40 cal	LXN962
2169	Handgun	Glock	22	.40 cal	LXN967
2165	Handgun	Glock	22	.40 cal	LXN963
2397	Handgun	Glock	22	.40 cal	MYW719
3231	Handgun	Glock	23	.40 cal	KCD547
3232	Handgun	Glock	23	.40 cal	MAG623
3230	Handgun	Glock	23	.40 cal	EMD735
3014	Handgun	Glock	17	9 mm	BBHR890
3217	Handgun	Glock	17	9 mm	BHGP170
2783	Handgun	Glock	17	9 mm	VKK979
2492	Rifle	Rock River	AR-15	.223	CM189041
2354	Rifle	Rock River	AR-15	.223	CM160830
2353	Rifle	Rock River	AR-15	.223	CM160828
2495	Rifle	Rock River	AR-15	.223	CM189043
2574	Rifle	Rock River	AR-15	.223	CM213204
2567	Rifle	Rock River	AR-15	.223	CM212493
2610	Rifle	Rock River	AR-15	.223	CM236452
2556	Rifle	Rock River	AR-15	.223	CM212379
2570	Rifle	Rock River	AR-15	.223	CM213182
2560	Rifle	Rock River	AR-15	.223	CM212473
2564	Rifle	Rock River	AR-15	.223	CM212488
2590	Rifle	Rock River	AR-15	.223	CM225779



ITEM #	WJPD SURPLUS ITEM DESCRIPTION	COLOR	QTY (if more than 1)	SERIAL NUMBER (if applicable)	CONDITION	REASON FOR SURPLUS	PHOTOS
1	Office Chairs	Pink	2		Fair	Cosmetic issues & outdated	 
2	Office Chair	Maroon	1		Fair	No longer needed	 
3	Book Shelf (3 Shelves, 2 Doors)	Brown	1		Poor	Door handles broken	 
4	Book Shelf (5 Shelves)	Brown	1		Poor	Broken	 

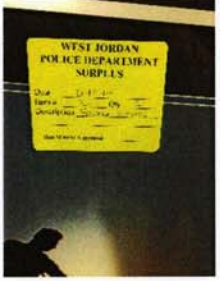
5	Book Shelf (5 Shelves)	Brown	1		Poor	Back & Shelves damaged	 
6	Book Shelf (5 Shelves)	Dark Brown	1		Poor	Damaged	 
7	Removed from list at this time						
8	Removed from list at this time						
9	Round Table	Brown	1		Poor	Broken off the base	 
10	Cabinet	White	1		Poor	Broken & Unstable	 

11	Office Desk (No Drawers)	Brown	1		Fair	No Longer Needed	 
12	Office Desk (4-5 Drawer)	Brown	4		Poor	Damaged surface, drawers & edge	    
13	Office Desk (4 Drawer)	Maroon	3		Poor	Damaged surface, drawers & edge	 

14	Desk	Tan	1		Fair	No longer needed	 
15	File Cabinet (2 Drawer)	Black	1		Fair	No longer needed	 
16	File Cabinet (4 Drawer)	Tan	1		Fair	No longer needed	 
17	Under Desk File Cabinet (2 Drawer)	Black	1		Fair	No longer needed	 

18	Bretford Audio/Visual Cart	Gray	1		Good	No longer needed	 
19	Cubical Desk	Gray	1		Fair	No longer needed	 
20	Removed from list at this time						
21	Wire Basket	Silver	1		Fair	No longer needed	 
22	Plastic Desk Storage Bins	Black/Clear	4		Good	No longer needed	 

23	Plastic Paper Dividers	Black	4		Good	No longer needed	 
24	Plastic Paper Trays	Black	5		Poor	Broken	 
25	Hoover Vacuum	Green	1		Poor	Broken	 
26	Cubical Wall Section	Gray	1		Fair	No longer needed	 

27	Cubical Wall	Pink	1		Fair	No longer needed	 
28	Large Dry Erase Board	White	1		Good	No longer needed	 
29	Cork Board	Tan	1		Good	No longer needed	 
30	Framed Pictures	Black	2		Poor	No longer needed	 



City Clerk's Office
8000 South Redwood Road
West Jordan, Utah 84088
(801) 569-5115
Fax (801) 565-8978

**CITY OF WEST JORDAN, UTAH
POLICE DEPARTMENT
PUBLIC NOTICE FOR UNCLAIMED PROPERTY**

The West Jordan Police Department currently holds various surplus, unclaimed and found properties. They include backpacks, bicycles, CDs/Tapes/DVDs, cameras, cash clothing, computer equipment, documents, electronic equipment, ID Cars, jewelry, personal items, sporting goods, tools, wallets/purses, vehicles and miscellaneous items. Ownership must be proven in the form of receipts, and/or detailed description within nine (9) days of this posting. For information, please contact the evidence room at 801-256-2056.

Published this 16th day of August 2019

Jamie Brooks
Interim City Clerk

THE CITY OF WEST JORDAN, UTAH

A Municipal Corporation

RESOLUTION NO. 19-155

A RESOLUTION AUTHORIZING THE DISPOSITION OF SURPLUS ITEMS OF THE WEST JORDAN POLICE DEPARTMENT THAT ARE NO LONGER SERVICEABLE OR OF ANY USE OR VALUE.

WHEREAS, from time to time City Departments may have property within their departments that are no longer of use and must surplus the items for disposition; and

WHEREAS, the West Jordan Police Department currently has several items (listing attached) that are unusable and of no value that are appropriate for surplus; and

WHEREAS, pursuant to West Jordan Municipal Code § 3-1-14, the City Council must declare any City property surplus prior to proper disposal.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST JORDAN, UTAH, THAT:

Section 1. The City Council declares the Police Department list of items attached as surplus property and authorizes the sale or disposal of said items.

Section 2. This Resolution shall take effect immediately.

Adopted by the City Council of West Jordan, Utah, this _____ day of _____ 2019

JIM RIDING
Mayor

ATTEST:

MELANIE S. BRIGGS, MMC
City Clerk

Voting by the City Council	"Yes"	"No"
Council Member Alan R Anderson	_____	_____
Council Member Dirk Burton	_____	_____
Council Member Zach Jacob	_____	_____
Council Member Chad R Lamb	_____	_____
Council Member Chris McConnehey	_____	_____
Council Member Kayleen Whitelock	_____	_____
Mayor Jim Riding	_____	_____