

**City of Carson City
Agenda Report**

Date Submitted: November 22, 2010

Agenda Date Requested: December 2, 2010

Time Requested: Consent

To: Mayor and Supervisors

From: Purchasing and Contracts

Subject Title: Action to approve Contract No. 1011-173 a request to have the Board of Supervisors determine that the listed City property is no longer required for public use and deem its disposal desirable and in the best interest of Carson City. (*Sandy Scott-Fisher*)

Staff Summary: Staff has requested these items be declared surplus and authorize their disposal at the landfill.

Type of Action Requested: (check one)

☐ Resolution

☐ Ordinance

☒ Formal Action/Motion

☐ Other (Specify)

Does This Action Require A Business Impact Statement: ☐ Yes ☒ No

Recommended Board Action: I move to approve Contract No. 1011-173 a request to have the Board of Supervisors determine that the listed City property is no longer required for public use and deem its disposal desirable and in the best interest of Carson City. (*Sandy Scott-Fisher*)

Explanation for Recommended Board Action: Pursuant to **NRS 332.185 subsection 1**, staff is requesting that the Board of Supervisors determine that the below listed property is no longer required for public use and deem that its disposable at the landfill is desirable and in the best interests of Carson City.

NRS 332.185 Sale of personal property of public entity; public auctions; donation of surplus personal property by school district to charter school; chapter inapplicable to transactions regarding real property.

1. Except as otherwise provided in subsection 2 and NRS 244.1505 and 334.070, all sales of personal property of the local government must be made, as nearly as possible, under the same conditions and limitations as required by this chapter in the purchase of personal property. The governing body or its authorized representative may dispose of personal property of the local government by any manner, including, without limitation, at public auction, if the governing body or its authorized representative determines that the property is no longer required for public use and deems such action desirable and in the best interests of the local government.

2. The board of trustees of a school district may donate surplus personal property of the school district to a charter school that is located within the school district without regard to:

(a) The provisions of this chapter; or

(b) Any statute, regulation, ordinance or resolution that requires:

- (1) The posting of notice or public advertising.
- (2) The inviting or receiving of competitive bids.
- (3) The selling or leasing of personal property by contract or at a public auction.

3. The provisions of this chapter do not apply to the purchase, sale, lease or transfer of real property by the governing body.

(Added to NRS by 1975, 1539; A 1983, 1248; 1999, 1685, 3320, 3322; 2001, 238, 1319)

Equipment to be declared surplus:

Quantity	Department / Division	Fixed Asset # / Description	Serial #
30	101-6900-442-0675	Laminate covered cat kennels	none

Applicable Statue, Code, Policy, Rule or Regulation: NRS 332.185 subsection 1

Fiscal Impact: None

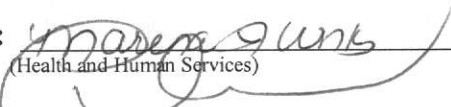
Explanation of Impact: None

Funding Source: None

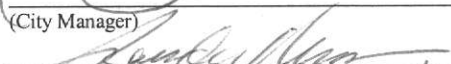
Supporting Material: Fixed Asset Transfer forms

Prepared By: Sandy Scott, Purchasing and Contracts Coordinator

Reviewed By:


(Health and Human Services)

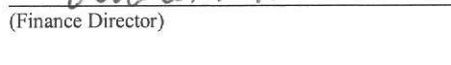
Date: 11/22/10


(City Manager)

Date: 11/22/10


(District Attorney)

Date: 11/22/10


(Finance Director)

Date: 11/22/10

Board Action Taken:

Motion: _____

1) _____

Aye/Nay

2) _____

(Vote Recorded By)

TO: Purchasing & Contracts

FROM: Animal Services (Marena Works)

DATE: 10/27/2010

SUBJECT: Fixed Asset Transfer

TO BE COMPLETED BY TRANSFERRING DEPARTMENT

Quantity	Department / Division Revenue Account Numbers	Fixed Asset Description	Serial #
30	101-6900-442-0675	Laminate covered cat kennels	none

I hereby declare that the above listed fixed asset is surplus and request that it be transferred to Purchasing & Contracts for disposal.

Authorized Signature: Marena Works

Date: 10/27/10

I have received the above listed fixed asset.

Authorized Signature:

Date:

DISPOSITION

☐ Transferred to on

Fixed Asset Inventory Status Change Form sent to Finance on

Date of BOS approval: 12/2/10

☐ Donated to on

☐ Sold to on

X Junked to Landfill on Nov. 19, 2010