



## **CITY OF SALINAS COUNCIL STAFF REPORT**

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**DATE:** JUNE 22, 2021

**DEPARTMENT:** COMMUNITY DEVELOPMENT

**FROM:** MEGAN HUNTER, DIRECTOR

**BY:** ROD POWELL, PLANNING MANAGER

**TITLE:** SURPLUS FURNITURE AND EQUIPMENT FOR DISPOSAL AT  
65 W. ALISAL ST.

### RECOMMENDED MOTION:

A motion to approve a Resolution declaring specified furniture and equipment from the Community Development Department as surplus and authorize the disposal of this furniture and equipment.

### RECOMMENDATION:

It is recommended that City Council approve a Resolution declaring items on the attached Surplus Furniture and Equipment List as surplus and authorizing their disposal.

### EXECUTIVE SUMMARY:

City Council must declare City furniture and equipment unsuitable for public use as surplus and authorize their disposal through contracted auction services or other means. The Community Development Department is requesting the furniture and equipment on the attached list be declared as surplus and disposed of accordingly. Additionally, approval is requested to distribute those items not sold through auction to local nonprofits or other governmental agencies at no cost.

City Council has the authority to declare City property as surplus and authorize disposal of such property under Section 12-15 of the Salinas Municipal Code.

### DISCUSSION:

Due to COVID-19, the Community Development Department's foreseeable reopening to the public, and the additional staff contracted to administer and carryout activities for funds that the City was awarded, the department is in the process of redesigning and modifying workspaces at the 65 W. Alisal Street building. With the transition, it was also determined there was excess furniture and equipment that would not be used after the new workspaces are installed. Other city departments

will be offered any furniture or equipment that staff found suitable for continued City use. Attached to this report is a list of furniture and equipment (chairs, bookcases, cabinets, desks, etc.) to be declared unsuitable for public use by the Community Development Department and offered for sale through online auction companies. Additionally, approval is requested to distribute those items not sold through auction to local nonprofits or other governmental agencies at no cost.

City Council has the authority to declare City property surplus and authorize the disposal under Section 12-15 of the Salinas Municipal Code.

CEQA CONSIDERATION:

Not a Project. The City of Salinas has determined that the proposed action is not a project as defined by the California Environmental Quality Act (CEQA) (CEQA Guidelines Section 15378).

STRATEGIC PLAN INITIATIVE:

Disposing of furniture and equipment not suitable for City use supports the City Council goal of Operational Efficiencies.

DEPARTMENTAL COORDINATION:

Disposal of surplus property requires staff time and coordination between the Community Development Department, the Finance Department and the Public Works Department.

FISCAL AND SUSTAINABILITY IMPACT:

There are no fiscal or sustainability impacts to the City. Revenue realized from any sales of said equipment would be returned to the appropriate fund per City policy.

ATTACHMENTS:

Resolution  
Surplus Furniture and Equipment List at 65 W. Alisal Street