

## M E M O

TO: District Manager  
FROM: Director of Operations  
SUBJECT: Declaration of Surplus Equipment  
DATE: January 26, 2006

### **RECOMMENDATION:**

It is recommended that the District Manager review this memo and request the Board of Directors adopt the attached resolution declaring itemized equipment as surplus and direct the District Manager to conduct a surplus sale and dispose items as needed.

### **BACKGROUND:**

Over the past several years many items on the attached list (72 items) have become broken, outdated or too expensive to repair. The majority of items are office equipment that no longer has a value to the District and surplus is recommended.

It is recommended that the District Manager review this memo and request the Board of Directors adopt the attached resolution declaring itemized equipment as surplus and direct the District Manager to conduct a surplus sale and dispose items as needed.

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Rick Rogers  
Director of Operations

Attachments  
RR/leb

San Lorenzo Valley Water District  
Surplus Sale 2006

Agenda: 02-02-2006  
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ITEM #	DESCRIPTION
1	View Sonic G771 computer monitor # vcdts21353
2	View Sonic 21PS computer monitor # 2182PS/ SN# Q254722044
3	Sony # GDM-2039 / SN# 7102139 computer monitor
4	Royal # CN-1469 / Abonite computer monitor
5	CTX 14" computer monitor #CMS-3436 / SN# AD-0002953
6	HP 700 / 96ES computer monitor SN# 3219A00127
7	View sonic G790 computer monitor # VCDTS21385-1M / SN# M881600961
8	MTR 1024 computer monitor # WIN1024 / SN# 68463580
9	View Sonic G 771 computer monitor # VCDTS21353 / SN# JL72764313
10	View Sonic E 771 # VCDTS21532 / SN# AY01907146
11	Sony computer monitor # GDM-2039 / SN# 7102243
12	Gateway Hard drive # GP6-333C / SN# 0011384244
13	10 miscellanies key boards
14	Genther Hard drive SN# 10037
15	Gateway Hard drive # GP6-333C / SN# 0011384240
16	Gateway Hard drive # GP6-333C / SN# 0011384239
17	Gateway Hard drive # GP6-336 / SN# 0011384242
18	Gateway Hard drive # GP6-336 / SN# 0011384241
19	HP Laser Jet Series11 printer
20	Panasonic KX-P2124 printer
21	Epson printer #P805A / SN# OA50363907
22	Panasonic KX-P1624 printer
23	HP Laser Jet Series11 printer
24	Panasonic-KX-P2124 printer
25	Microtek Scanner # MRS-1200E6
26	HP Desk Jet 550C printer
27	Brother electric typewriter
28	Lexmark Scanner # 4475-K01 / SN# 0310012658
29	Boston paper shredder

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- 30 Panasonic KX-P2124 printer
- 31 Power Verter
- 32 Curtis coffee brewer / SN# 499
- 33 1 box of miscellanies power cords
- 34 1 box of old cell phones
- 35 Sharp electric calculators
- 36 HP computer monitor and key board
- 37 Box of radio equipment
- 38 Kenmore microwave
- 39 Stihl TS 760 cut off saw
- 40 Stihl TS 760 cut off saw
- 41 HP Hard drive SN# B96CD00113
- 42 4 foot tan file cabinet
- 43 4 foot dark tan file cabinet
- 44 3 foot dark tan file cabinet on wheels
- 45 3 by 6 grey file cabinet
- 46 5 foot wood shelf
- 47 3 foot wood w/ sliding shelves end desk
- 48 Honda WB20X water pump
- 49 3 foot wood desk end
- 50 2 sets of tan horizontal blinds
- 51 5 foot oak desk
- 52 4 foot oak desk
- 53 5 foot oak desk
- 54 5 foot oak desk
- 55 8' radiuses oak desk
- 56 Box of radio equipment
- 57 Box of radio equipment
- 58 Steel hanging file cabinet
- 59 Kenmore a/c unit SN# QG1601230 model# 106.77299790

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Surplus Sale 2006

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- 60 Kenmore A/C unit
- 61 Epson printer SN#-4161/ model #P641A
- 62 1 box of miscellaneous keyboards and computer electronics
- 63 1 box of miscellaneous computer electronics
- 64 1 box of miscellaneous computer electronics
- 65 1 box of miscellaneous computer electronics
- 66 1 box old phone equipment
- 67 1 box old phone equipment
- 68 1 box old phone equipment
- 69 1 box old phone equipment
- 70 1 box old phone equipment
- 71 1 fire proof file cabinet
- 72 1 Hoover commercial grade vacuum

SAN LORENZO VALLEY WATER DISTRICT

RESOLUTION NO. \_\_\_\_\_ (05-06)

SUBJECT: **RESOLUTION FOR DECLARING VARIOUS FIELD AND OFFICE EQUIPMENT AS SURPLUS AND DIRECTION DISPOSAL OF 72 ITEMS**

WHEREAS, pursuant to California Water Code §31041 the San Lorenzo Valley Water District is empowered to sell or dispose of District property; and

WHEREAS, the field Director of Operations has reviewed various items of District equipment and determined that they are of no further use to the District and that they should be disposed of; and

WHEREAS, the field Director of Operations has reviewed and consider recommending the disposal of the seventy-two (72) items including but not limited to office equipment, field equipment, computer monitors, computers and phone equipment.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Lorenzo Valley Water District that these items of District property described on this attached hereto are hereby declared to be surplus equipment and the District Manager is hereby directed to proceed with the bidding procedure for the sale of surplus property. Those items for which no bid is received may be sold for scrap. Those remaining items which are unsalable be otherwise disposed of as directed by the District Manager.

\* \* \* \* \*

PASSED AND ADOPTED by the Board of Directors of the San Lorenzo Valley Water District, County of Santa Cruz, State of California, on the 2<sup>nd</sup> day of February 2006, by the following vote of the members thereof:

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

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
District Secretary  
San Lorenzo Valley Water District