

<b>SUBJECT – CITY COUNCIL</b> <b>Surplus Property – Disposal of Property</b> <b>Valued at Less Than \$30,000.00</b>	<b>Number</b> <b>155.2</b>	<b>Revised</b> <b>1-09-06</b>	<b>Reviewed</b> <b>Date</b>	<b>Effective</b> <b>Date</b> <b>6-6-83</b>	<b>Page 1 of 2</b>
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**SUBJECT:** Disposal of Surplus Property

**PURPOSE:** To adopt an official policy establishing regulations prescribing procedures for disposing of personal property valued at less than \$30,000.00 for any one item or group of items owned by the City of Fayetteville including property acquired by its Public Works Commission.

**COVERAGE:** This policy, upon adoption by the City Council, shall be applicable to the disposal of any personal property belonging to the City that is valued at less than \$30,000.00 per item or groups of items until such time as this policy is altered, modified, or rescinded by the City Council.

**POLICY:** Pursuant to G.S. § 160A-266, as amended, the City Council of the City of Fayetteville hereby establishes the following procedures:

1. The City Manager or his designee may declare surplus any item or group of items of personal property reported to him/her in writing as surplus by a department head and which is valued at less than \$30,000.00 by the City Manager or his designee.
2. The City Manager or his designee may set the market value and convey title to items valued at less than \$30,000.00.
3. The City Manager or his designee may discard any personal property that: (i) is determined to have no value; (ii) remains unsold or unclaimed after the City has exhausted efforts to sell the property using any applicable procedure available under G.S. § 160A-266; or (iii) poses a potential threat to the public health or safety.
4. Notification of such declaration of surplus property may be sent to the City Manager, all department heads, and any other appropriate staff members for possible re-utilization before disposition is made.

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5. The City Manager or his designee shall dispose of the property so as to secure a fair market value for the City, and to accomplish the disposal efficiently and economically. Accordingly:
  - a. Public notices of such disposition are not required.
  - b. The City Manager or his designee may set the fair market value of each item, and convey title to the property.
  - c. Disposals may be made by either public or private sales and exchanges. Method of disposition shall be determined by the City Manager or his designee.
  
6. The City Manager or his designee, and the Public Works Commission or its designee, shall submit in writing to the City Council annual reports of the items sold or exchanged, to whom it was sold or with whom exchanged, and the amount of money or other consideration received for each sale or exchange.
  
7. The Public Works Commission or its designee are authorized to declare personal property, valued at less than \$30,000.00, surplus and take all necessary steps to dispose of the property in accordance with Sections 1 through 5 of this policy for property acquired by the Public Works Commission.