



*City Council Memorandum*

**To: Mayor Mary Fasbender & City Council Members**  
**From: Dave Hokstad, IT Manager**  
**Date: January 2, 2024**  
**Item: Excess Property**

**Council Action Requested:**

Council is requested to declare the following IT Department Equipment as excess and authorize sale or disposal.

- Miscellaneous Obsolete PCs and Monitors
- Obsolete Servers
- Obsolete Network Equipment
- Non-Functional PCs, parts, and monitors
- Obsolete Telephones

**Background Information:**

The IT Department wishes to dispose of the above listed items to reduce existing inventory.

**Financial Impact:**

Monies that are obtained from sale of items.

**Advisory Commission Discussion:**

None

**Council Committee Discussion:**

None

**Attachments:**

None