

Memorandum

To: Mayor and City Council Members
Steve Parker, City Manager

From: Ashley Bruns, Purchasing Manager

Through: Susan Caddell, Director of Finance

Cc: Tim Howe, Director of Utilities

Subject: Disposal of Surplus Property Payment

Date: May 5, 2026

Historical Background

According to the Disposal of Assets Policy previously approved by City Council, items with an original cost of \$5,000 or more which have become obsolete, dysfunctional, or are otherwise too costly to repair may be disposed of following City Council approval.

Action Requested

Consider a resolution authorizing the disposal of thirty-five composite poles that are obsolete.



Staff Recommendation

Staff recommends disposal of the following pieces of equipment:

Quantity	Description	Dept	Purchase Price
35	45-foot composite pole	Utility	\$10,150.00

ATTACHMENTS

1. Resolution – Disposal of Assets
2. Asset Disposal Form