



**MEMORANDUM**

**TO:** Mayor and City Councilmembers  
Doug Faseler, City Manager

**FROM:** Twila Wood, Purchasing Manager

**DATE:** November 12, 2019

**RE:** Disposal of Surplus Property

The Police Department purchased new handheld radios in the spring of 2019 in anticipation of migrating to the LCRA Regional Radio System. The old Motorola handheld radios are now obsolete and many of the sixty-eight (68) are dysfunctional. These XTS 1500 and 2500 model radios were purchased in 2005 and cost \$2,963 and \$3,574 each, respectively.

The Department has received a request from the Nixon Police Department requesting a donation of ten (10) of the functioning Motorola radios to their agency for official police use. Consistent with the City's Disposal of Assets Policy, the Police Chief would like to declare the sixty-eight (68) radios as surplus property, donating ten (10) as requested, and disposing of the remainder.

Following Council approval, fifty-eight (58) radios will be placed on the public online auction site, GovDeals.com and sold to the highest bidder.