# CITY OF WEST DES MOINES
# CITY COUNCIL MEETING COMMUNICATION

**ITEM:** Approving Sale of Surplus City Equipment **DATE:** February 19, 2024

**FINANCIAL IMPACT:** Revenue of $43,000 will be credited to the General Fund.

**BACKGROUND:** The City recently completed a Request for Proposals for Raccoon River Park Softball Complex ballfield and grounds maintenance, and the successful proposer was Musco Sports Lighting d/b/a Iowa Sports Turf Management, Inc.(IST). Approval of that agreement is a separate item on this meeting agenda.

With the maintenance and operations responsibility shifting to IST, some of the city-owned equipment which has been used by staff at the Softball Complex is no longer needed.

According to the City's Disposal of Surplus Property Policy under II B – Trade-in of Surplus Property – Surplus materials and equipment may be used in trade if it has been determined to provide maximum return for the City.

After discussion with IST, staff believes it is in the City's best interest to sell this surplus equipment directly to IST. This will allow them to have a smoother prep period and opening of the season at the Softball Complex.

The City Fleet Manager has completed research to obtain fair market value on the items listed below and has provided those values listed below. His research included reviewing and documenting recent sales of similar equipment by other entities on the city-used sales website Gov Deals, an assessment of the current condition and age of the City's equipment, as well as reviewing the City's previous sales experiences with other equipment using Gov Deals.

| Item | Description | Fleet # | Yr. Purchased | Fair Value |
|---|---|---|---|---|
| Bunker & Field Rake | John Deere 1200A | 139A | 2022 | $10,000 |
| Bunker & Field Rake | John Deere 1200A | 144 | 2019 | $8,000 |
| Tractor | John Deere 1025R | 138A | 2019 | $25,000 |

The Council Finance & Administration reviewed the proposed values and sale specifications on Wednesday, February 7, 2024. They provided a recommendation to Council for final approval.

**OUTSTANDING ISSUES:** None

**RECOMMENDATION:** Approve the sale of surplus City equipment to Musco Sports Lighting d/b/a Iowa Sports Turf Management, Inc. for $43,000.

**Lead Staff Member:** Laura Murphy, Superintendent of Recreation

**STAFF REVIEWS**

| | |
|---|---|
| Department Director | Ryan Penning, Director of Parks & Recreation RP |
| Appropriations/Finance | Tim Stiles, Finance Director |
| Legal | Greta Truman, City Attorney |
| Agenda Acceptance | |

**PUBLICATION(S)** (if applicable)

| | |
|---|---|
| Published In | |
| Dates(s) | |

**SUBCOMMITTEE REVIEW** (if applicable)

| | |
|---|---|
| Committee | Finance & Administration |
| Date Reviewed | February 7, 2024 |
| Recommendation | (Yes) I No I Split |