



## Village of Biscayne Park Commission Agenda Report

**Village Commission Meeting Date:** May 5, 2015

**Subject:** Resolution 2015-27 - Surplus Property  
and Equipment

**Prepared By:** Maria C. Camara, Village Clerk

**Sponsored By:** Staff

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### Background

Staff has begun the process of preparing for the move out of the Village Hall log cabin. In doing so, various equipment and property have been identified as being no longer needed, useable our outdated. An example is the modular workstations in Village Hall which were specifically designed to fit the log cabin. Other equipment and property include storage and file cabinets that are aged and no longer needed. Approval is requested to declare equipment and property as surplus and to grant the Manager the authority to sell it.

**Fiscal/Budget Impact:** Added revenue to the Village for the sale of the equipment and property.

**Staff Recommendation:** Approval

### Attachments:

- Resolution 2015-27

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3 **RESOLUTION NO. 2015-27**  
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5 **A RESOLUTION OF THE VILLAGE**  
6 **COMMISSION OF THE VILLAGE OF**  
7 **BISCAYNE PARK, FLORIDA DECLARING**  
8 **CERTAIN VILLAGE EQUIPMENT AND/OR**  
9 **PROPERTY AS SURPLUS PROPERTY AND**  
10 **GRANTING THE VILLAGE MANAGER**  
11 **AUTHORIZATION TO SELL SAID**  
12 **SURPLUS; PROVIDING FOR AN**  
13 **EFFECTIVE DATE**  
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16 WHEREAS, the Village of Biscayne Park owns equipment and property that has been  
17 utilized for several years during its daily operation; and,  
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19 WHEREAS, during the course of moving to the new location in the Public Safety &  
20 Administration Annex, Village Administration has determined that equipment and property are  
21 no longer used within the Village or in the course of daily operations; and,  
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23 WHEREAS, the equipment or property is considered surplus and will be sold through  
24 the best source in order to obtain a favorable amount for the Village.  
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26 NOW THEREFORE BE IT RESOLVED BY THE VILLAGE COMMISSION OF THE  
27 VILLAGE OF BISCAYNE PARK, FLORIDA:  
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30 **Section 1.** The foregoing "Whereas" clauses are hereby ratified and confirmed as  
31 being true and correct and hereby made a specific part of this Resolution upon adoption hereof.  
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33 **Section 2.** During the course of moving to its new location in the Public Safety &  
34 Administration Annex, Village Administration has determined that certain equipment and  
35 property, which is anticipated to consist of such property as office modular workstations and  
36 aged equipment, that are no longer used within the Village or in the course of daily operations  
37 and is considered surplus.  
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39 **Section 3.** The Village Manager is authorized to sell the surplus equipment and  
40 property through the best source in order to obtain a favorable amount for the Village.  
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42 **Section 4.** This Resolution shall become effective upon adoption.  
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45 PASSED AND ADOPTED this \_\_\_ day of \_\_\_\_\_, 2015.

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**The foregoing resolution upon being put to a vote, the vote was as follows:**

\_\_\_\_\_  
David Coviello, Mayor

Attest:

\_\_\_\_\_  
Maria C. Camara, Village Clerk

Approved as to form:

\_\_\_\_\_  
John J. Hearn, Village Attorney

Mayor Coviello: \_\_\_\_  
Vice Mayor Jonas: \_\_\_\_  
Commissioner Anderson: \_\_\_\_  
Commissioner Ross: \_\_\_\_  
Commissioner Watts: \_\_\_\_