

CITY OF UNALASKA  
UNALASKA, ALASKA

RESOLUTION 2024-11

A RESOLUTION OF THE UNALASKA CITY COUNCIL AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY.

WHEREAS, City owned personal property becomes surplus from time to time and requires disposal.; and

WHEREAS, Unalaska City Code § 7.20.010(B) provides that Council shall determine, by resolution, which method or methods shall be used for disposal of personal property valued at less than \$25,000.; and

WHEREAS, the attached list of personal property proposed for disposal includes items valued at less than \$25,000.; and

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council authorizes the City Manager to dispose of the surplus personal property contained on that attached list.

BE IT FURTHER RESOLVED that the method of disposal will be by public outcry auction to the highest bidder.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on April 9, 2024.

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Vincent M. Tutiakoff, Sr.  
Mayor

ATTEST:

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Estkarlen P. Magdaong  
City Clerk

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## MEMORANDUM TO COUNCIL

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To: Mayor and City Council Members  
From: Trudie Rose-McKeague, Supply Division Supervisor  
Through: Scott Brown, Director of Public Works and Bil Homka, City Manager  
Date: April 3, 2024  
Re: Resolution 2024-11 Authorizing the Sale of Surplus Personal Property

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**SUMMARY:**

To request approval for the semi-annual surplus sale scheduled for May 4, 2024 from 11:00 a.m. to 2:00 p.m. and that the sale be by "public outcry" rather than sealed bids.

**PREVIOUS COUNCIL ACTION:**

Council annually authorizes the sale of surplus personal property. For a number of years the public outcry method has been authorized.

**BACKGROUND:**

Each year the Supply Division is responsible for coordinating, collecting, recording and conducting city-wide surplus sales. With input from all City departments, the Supply Division compiles a list of surplus items. The standard practice has been that the list is then circulated amongst City departments who are allowed to claim items, excluding vehicles, on a 'first come, first served' basis from the list for their department's use. Then, the local non-profits are invited to come and look over the surplus items and are also allowed to claim items, excluding vehicles, on a 'first come, first served' basis for their non-profit's use. Items on the final list, including vehicles, are publicly auctioned off during the Surplus Sale. The reason vehicles are not on the list circulated to non-profits is that vehicles are typically valued much higher and therefore via public auction, the City is able to recoup some of the expense of purchasing and maintaining the vehicles and is considered prudent handling of tax payer's dollars. All Surplus Sale proceeds are transferred to the General Fund or Enterprise Funds.

Unalaska Code of Ordinance is our guide in disposing of City personal property:

**§ 7.20.010 DISPOSAL OF PERSONAL PROPERTY.**

(A) The Manager may authorize the abandonment, destruction or recycling of city personal property which has no commercial value or of which the continued care, handling, repair, maintenance, or storage would exceed the proceeds of sale.

(B) Personal property not authorized for abandonment, destruction, or recycling by the Manager and no longer needed for municipal purposes shall be disposed of in one, or more than one, of the following manners:

- (1) By public outcry auction to the highest bidder;
- (2) By public sealed bid auction to the highest bidder;
- (3) To the best qualified proposal who responds to a request for proposal to acquire the property;
- (4) To an educational, religious, charitable or non-profit association or corporation providing service to residents of Unalaska; or
- (5) To the United States, the State of Alaska or an Alaska municipal corporation or any agency or department thereof.

(C) The City Council shall, by resolution, determine which method or methods specified in this section shall be used to dispose of personal property valued at less than \$25,000.

(D) The City Council shall, by ordinance, determine which method or methods specified in this section shall be used for disposal of personal property valued at more than \$25,000.

(E) Personal property not disposed of by the preceding options will be held for future disposal, or if deemed appropriate, taken to the landfill.

**DISCUSSION:**

We are recommending a "public outcry" type of Surplus Sale. This will entail members of the public orally bidding on items as they come up for auction. This will eliminate the need for staff to open, read and record each bid placed by a citizen and to deal with multiple bids in the same amount. The problems associated with items not being picked up in a timely manner is also eliminated since all items are to be removed from City property by 3:00 pm on the day of the auction. Any items not removed on the day of auction will be disposed of at the landfill, excluding vehicles. Due to the need to transfer titles, vehicles will not be removed until the following Monday.

**NOTE:** All vehicles and pieces of equipment will have a minimum bid established using Kelley Blue Book guidelines.

**ALTERNATIVES:**

1. Approve the semi-annual surplus sale scheduled for May 4, 2024 from 11:00 a.m. to 2:00 p.m. and that the sale be by "public outcry".
2. Chose not to have a sale until a later date.

**FINANCIAL IMPLICATIONS:** Revenues from the sale go back into the City's General and Enterprise Funds.

**LEGAL:** None.

**STAFF RECOMMENDATION:** Staff recommends adoption of Resolution 2024-11.

**PROPOSED MOTION:** I move to adopt Resolution 2024-11 Approve the semi-annual surplus sale scheduled for May 4, 2024 from 11:00 a.m. to 2:00 p.m. and that the sale be by "public outcry".

**CITY MANAGER COMMENTS:** I support the staff's recommendation.

**ATTACHMENTS:** Surplus List

**Surplus Sale FY24**

3/25/2024

Quantity	Unit	Description	Condition	Estimated Value Each	Location
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**City Clerk's Office**

1	each	End Table	Good	15.00	
1	each	Microsoft Wireless Keyboard & Mouse	Good	25.00	

**City Hall Admin**

1	each	Large Couch	Good	15.00	
4	box	Kitchen Supplies	Fair	10.00	
1	each	Wooden Desk w/Computer Stand	Good	50.00	
3	each	Rolling Desk Chairs	Good	15.00	
1	each	Small Leather Couch	Good	10.00	
1	each	Drawer	Fair	5.00	
2	each	Bedroom Side Tables	Good	10.00	
1	each	Small Drawer	Good	5.00	
1	box	Box of Light Bulbs	???	5.00	
1	each	Trash Can & Mop	Good	5.00	
2	each	Desks	Good	10.00	
2	each	Wood Chairs	Good	10.00	
1	each	Microwave	Working	10.00	
1	each	Office Chair	Fair	10.00	
1	each	Shoe Rack	Good	5.00	
1	each	Couch	Good	15.00	
1	each	Vacuum Cleaner	Working	10.00	
1	each	Television - 30"	???	15.00	
1	each	Television - 53"	???	20.00	
2	each	Single Metal Beadframe	Good	10.00	
1	each	Trash Can & Mop	Good	5.00	
3	each	Chairs	Fair	15.00	

Quantity	Unit	Description	Condition	Estimated Value Each	Location
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**City Hall Admin**

1	each	Vacuum Cleaner	Working	5.00	
1	each	Television - 45"	???	20.00	
1	each	Airbed	Good	10.00	
2	each	Single Metal Beadframe	Good	10.00	
1	each	Office Chair	Good	10.00	
1	each	1996 Ford Ranger w/Canopy (CH3710)	Fair	2,000.00	

**Department of Finance**

1	each	Canon Toner GPR-30 (Black)		100.00	
2	each	Canon Toner GPR-30 (Yellow)		200.00	
1	each	Canon Toner GPR-30 (Cyan)		100.00	
1	each	Canon Toner GPR-30 (Magenta)		100.00	
2	each	HP Laserjet Toner (507A-Yellow)		200.00	
2	each	HP Laserjet Toner (507A-Cyan)		200.00	
2	each	HP Laserjet Toner (507A-Magenta)		200.00	
2	each	HP Laserjet Toner (507A-Black)		200.00	
2	each	HP Laserjet Toner (64A-Black)		200.00	
2	each	HP Laserjet Toner (90A-Black)		200.00	
1	each	HP Laserjet Toner Cartridge (CP3600-Black)		100.00	

3	each	Coast to Coast HP Laserjet Toner (PGCF281ADS-Black)		300.00	
2	each	Office Chairs without arms		60.00	
1	each	Dyno Labeling Tape & Machine		10.00	
1	each	Credit Card Machine Supplies		-	
1	each	Microwave Oven		30.00	
5	each	Coffee Pot		25.00	
1	each	Bunn Funnel Assembly Black		8.00	
1	each	Small Office Electric Fan		5.00	
1	each	Foot Rest		5.00	

Quantity	Unit	Description	Condition	Estimated Value Each	Location
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**Department of Finance**

1	each	Hanging Folder Stand		5.00	
1	each	Desk Paper Organizer		5.00	
2	each	Printer Paper Organizer		10.00	
1	each	Mini File Organizer		2.00	
1	each	Small Filer Organizer		3.00	
4	each	Desk Tray		8.00	
1	each	Keyboard		5.00	
1	each	Mouse		2.00	
9	each	Paper Roll		9.00	
1	each	Document Holder		3.00	

**Fire / EMS Division**

3	each	Rolling Cushioned Desk Chair		20.00	
1	each	Rolling Plastic Desk Chair		20.00	
2	each	Desk w/Cable Management 2' x 4' x 3'		50.00	
2	each	Desk w/Cable Management 2' x 3' x 3'		50.00	
1	each	Desk w/Cable Management 2' x 5' x 3'		50.00	
1	each	Corner Desk		50.00	
3	each	Stationary Office Chair, Black		20.00	
3	each	Rolling 2-Tier Drawer, 19.5" x 19.5" x 27.5"		20.00	
24	each	Metal Classroom Chair		5.00	
6	each	Classroom Table, 5' x 1.5' - 2.5' Tall w/Folding Legs		15.00	
1	each	Classroom Table, 5' x 1.6' - 2.5' Tall w/Folding Legs		15.00	
1	each	White Board, 29" x 37"		10.00	
1	each	Dart Board 18" w/Cabinet		20.00	
1	each	Lined White Board, 24" x 36"		10.00	
2	each	Floor Squeegee, 36"		20.00	
1	each	Wood 2-Drawer Filing Cabinet		20.00	

Quantity	Unit	Description	Condition	Estimated Value Each	Location
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**Fire / EMS Division**

30	each	Scott SCBA's w/Masks (out of compliance)		150.00	
40	each	Scott SCBA's Air Bottles (out of hydro)		20.00	

**Library**

5	box	Used Books	Fair	10.00	
1	box	Misc. Toner	Good	50.00	
1	each	Wireless Queue Beeper (Restaurant Style)	Good	20.00	
1	each	VisionBoard Keyboard	Good	5.00	

**Aquatics Center**

3	each	Boat Oars	Good	10.00	
3	each	Swim Clocks	Poor	1.00	
1	each	Pool Vacuum	Poor	20.00	
1	each	TV Cart	Fair	10.00	
1	each	TV Stand	Fair	10.00	
5	pkg	Shower Curtain Hangers	Good	30.00	
3	each	AED Trainers	Poor	5.00	
1	each	Receipt Printer	Poor	5.00	
60	each	Shower Curtain Hangers	Good	30.00	
3	each	Laundry Baskets	Fair	5.00	
1	each	Clock-In Machine	Good	100.00	
1	each	Keyboard	Fair	5.00	
2	each	Speakers	Fair	5.00	
1	each	MP4 Music Player	Good	20.00	
1	each	Camera	Fair	10.00	
1	each	Testing Kit Case	Fair	1.00	

**Quantity      Unit      Description      Condition      Estimated Value Each      Location**  
**Aquatics Center**

1	each	Pool Skimmer	Poor	1.00	
2	each	Broom Poles	Fair	5.00	
1	each	Baby Pool Floaty	Fair	5.00	
3	each	Wally Balls	Fair	1.00	
1	each	Life Saver Ring	Good	10.00	
1	each	Inflatable Basketball Hoop	Good	5.00	
75-100	yards	Stainless Steel Rubber Lined Line	Fair	40.00	
1	each	Scrub Brush w/Pole	Fair	5.00	
1	each	Pool Skimmer Net & Pole	Fair	5.00	
1	each	Garbage Bin	Good	10.00	
4	pair	Ankle Weights	Fair	20.00	

**Department of Parks Culture & Recreation**

11	each	Vehicle Booster seats	Good	275.00	
1	each	Folding Table	Fair	10.00	
12	each	Black Chairs	Poor	20.00	
3	each	Wooden Doors	Fair	75.00	
1	each	Black Cart w / Misc. Computer Parts	Good	100.00	
1	each	Pool Table	Poor	100.00	
1	pallet	Weights (exercise)	Fair	200.00	
1	each	Metal Work-Out Rack	Fair	100.00	
2	each	Work-Out Benches	Fair	50.00	
2	each	Cybex Machines	Fair	300.00	
1	each	Pac-Man Machine	Poor	25.00	
1	each	Money Box	Fair	50.00	
2	each	Chairs	Fair	20.00	
1	each	Scoreboard Step	Fair	50.00	
1	each	Stage	Fair	300.00	
1	each	Bulletin Board (large)	Fair	20.00	

**Quantity      Unit      Description      Condition      Estimated Value Each      Location**  
**Department of Parks Culture & Recreation**

2	each	Bulletin Board (small)	Fair	10.00	
1	each	Electrostatic Sprayer	Fair	100.00	
1	each	Set Table	Fair	20.00	



Quantity	Unit	Description	Condition	Estimated Value Each	Location
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**Water Division**

3	each	Snow Machine Helmets	Fair	50.00	Valley
1	each	Druck Level Transducer	Good	50.00	Valley
???	each	Battery Boxes (plastic)	Good	20.00	Van
2	each	Orange Water Pumps	Fair	2,000.00	Valley
1	each	Blue Water Pumps	Fair	250.00	Valley
2	each	Husquavarna Cut-Off Saws	Fair	100.00	Valley
1	each	Variable Frequency Drive (Well 2)	Poor	100.00	Valley
3	each	Survivair SCBA's w/Cases	Fair	1,500.00	PWTP
1	each	Thermocouple (aluminum)	Fair	10.00	Valley
1	each	Ashcroft Calibration Gauge (Hg/Vacuum)	Poor	10.00	Valley
2	each	ACR Sarlink Personal Locator Beacon	Good	200.00	Valley
1	each	1997 A-1 Welding Shoring Trailer (TR21)	Poor	5,000.00	Valley

**Solid Waste Division**

1	each	Canon Printer			
1	each	2003 Ford F250 Pickup (PW6065)	Fair	500.00	

**Ports & Harbor Division**

1	each	Yokohama Sling Type Pneumatic Marine Fender L - 7' x W - 4' x H - 3.5'		200.00	
2	each	Yamaha Outboard Engines 225 HP		6,500.00	
1	each	Boss V-Snow Plow	Poor	50.00	
1	each	2009 Ford F250 Ext Cab Pickup (HM4396)	Wrecked/Stripped	50.00	