

Agenda Item: {{section.number}}F

May 18, 2022

TO: THE BOARD OF DIRECTORS

Brenda Dennstedt, President
Gracie Torres, Vice President
Mike Gardner, Secretary-Treasurer
Fauzia Rizvi
Laura Roughton

FROM: Craig D. Miller, P.E., General Manager

RECEIVE AND FILE THE NOTICE OF DISPOSAL OF SURPLUS DISTRICT PERSONAL PROPERTY

RECOMMENDATION:

The Engineering, Operations, and Water Resources Committee and Staff recommend the Board of Directors:

1. Receive and file the notice of disposal of surplus District personal property.

EXECUTIVE SUMMARY:

Western Municipal Water District's Resolution 2533 grants the General Manager authority to sell or otherwise dispose of surplus property through various procedures, as listed in the Resolution. Prior to disposal, Subsection 2(d) of the Resolution requires the General Manager to report to the Board of Directors, prior to disposing of motor vehicles, or other items with an original purchase price of \$10,000 or more, or any other items the Board may request to be notified of from time to time.

A 1985 double-wide office trailer at Western Municipal Water District's Ivy Street site in Murrieta is being recommended for orderly disposal because it is in poor and uninhabitable condition. The trailer has been vacant for several years and has deteriorated from weathering, water damage and mildew.

BUDGET IMPACT:

This item has no budget impact.

DETAIL:

This trailer (Attachment 1) was purchased from Williams Scotsman, Inc. in used condition by Western Municipal Water District (Western) in 2005 as auxiliary office space for Western's former location on Alessandro Boulevard in Riverside (Attachment 2). The trailer was moved to Murrieta in 2010. It has been vacant for several years and has deteriorated from weather, water damage, and mildew. The total purchase price was \$63,604 and the asset is fully depreciated (Attachment 3).

Request for quotes were solicited to vendors to disassemble and remove the uninhabitable office trailer from the Murrieta Operations yard. Only one quote was received from Opm Mobile Home Service (Attachment 4).

Resolution 2533 (Attachment 5) directs staff to identify the most efficient and economical means to dispose of surplus personal property. As outlined in Resolution 2533, when any surplus personal property is deemed to be unserviceable, junk or scrap, or otherwise no longer suitable for its original purpose, the General Manager shall dispose of such surplus personal property by destruction, trade, or sale of the property at the best competitive price available in the open market, without regard to the other provisions of this Resolution.

Reason for Action:

Resolution 2533 requires that the General Manager report to the Board of Directors prior to disposing of surplus personal property.

Solution:

Receive and file the notice of disposal of surplus District personal property.

STRATEGIC PRIORITIES REFERENCE:

This action is in alignment with Western's Strategic Priorities of Financial Stewardship-Asset Management.

LEGAL COUNSEL REVIEW:

Not applicable.

Regular Board Meeting

May 18, 2022

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Respectfully submitted by:

Craig D. Miller, P.E., General Manager

Attachments:

1. Photos of 1985 Doublewide Office Modular Trailer
2. Original Sales Agreement
3. Fixed Assets Master Entry (Valuation)
4. Quote for Disposal from Opm Mobile Home Service
5. Resolution 2533 (Disposal of Surplus District Personal Property)