



CITY OF BAY CITY
1901 FIFTH STREET
BAY CITY, TEXAS 77414
(979) 245-2137
FAX: (979) 323-1626

AGENDA ITEM SUBMISSION FORM

Any item(s) to be considered for action by the City Council, must be included on this form, and be submitted along with any supporting documentation. Completed Agenda Item Submission forms must be submitted to the City Secretary's Office no later than 4:00 p.m. on the Monday of the week prior to the Regular Council meeting.

Requestor Name: Flash, Mark **Date Submitted:** 10/26/2023
Last, First *MM/DD/YYYY*

Requestor Type: City Staff **Meeting Date:** 10/31/2023
Citizen/City Staff/Council Member *MM/DD/YYYY*

Position Title IT Manager
For City Staff Only

Agenda Location: Discussion Item
(e.g.: Consent Agenda/ Discussion Item/ Public Hearing/ Executive Session/ Presentation)

Agenda Content:

Property ~ Discuss, consider, and/or approve a declaration of data processing materials and equipment as salvage property and authorize staff to dispose of said salvage property through the use of an e-waste salvage provider.

Executive Summary of Item:

The IT Department has "Salvage Property" that is deemed unusable and has no value. The IT Departments has coordinated with an E-Waste Provider to remove said items free of charge.

Recommendation: Staff recommends City Council approve the list of data processing materials and equipment as salvage property allowing the IT Department to dispose of the items.

Attachment: List of Salvage Property