



**CITY OF BAY CITY**  
1901 FIFTH STREET  
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## 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.

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**Requestor Name:** Mason, Krystal **Date Submitted:** 09-20-2023  
*Last, First* *MM/DD/YYYY*

**Requestor Type :** City Staff **Meeting Date:** 09-26-2023  
*Citizen/City Staff/Council Member* *MM/DD/YYYY*

**Position Title** Assistant Director of Public Works  
*For City Staff Only*

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

### Agenda Content:

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**Property – Discuss, consider, and/or approve a declaration of unusable equipment, supplies, and materials as surplus and authorize staff to sell said surplus equipment, supplies, and materials through the use of an online auction or other means.**

### Executive Summary of Item:

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Approximately 6,000 water meters of various sizes (5/8"x3/4", 1", 1.5", 2", 3", 4", 6") were removed from service during the recent City-wide meter change out. Crews will break down each metering unit and remove the plastic components and stainless steel bolts to ensure the City receives the best price for the brass meter body and stainless steel bolts.

Photograph below is an example of water meters removed during the City-wide meter change out.

Approximately 6,000 meters in various sizes: 5/8" x 3/4", 1", 1.5", 2", 3", 4", 6"



Crews will break down the metering unit and remove all plastic parts ensuring we get the best price for the brass and stainless steel bolts