

**CITY OF BELLE SLE, FLORIDA**  
**CITY COUNCIL AGENDA ITEM COVER SHEET**

**Meeting Date:** September 2, 2025  
**To:** Honorable Mayor and City Council Members  
**From:** Staff  
**Subject:** Surplus Request for Office Equipment

**Background:**

The following equipment is either outdated or no longer functioning due to updates.  
We request authorization to sell the items at a minimum cost or surplus the following items:

- iPhone 12 – Serial Number DX3JK35S0DXP
- iPhone 12 – Serial Number H4YJHGD00DXP
- iPhone 12 – Serial Number DX3JK6LG0DXP
- iPhone 12 – Serial Number DX3JK2MQ0DXP
- iPhone 13 – Serial Number V9122W6DHD

In accordance with Section 2-223, if the property has been determined to be surplus and of some commercial value, but such value does not exceed \$100, the city manager shall dispose of such property in any reasonable manner which the city manager, in the city manager's sole discretion, determines will bring the greatest price.

**Staff Recommendation and Council Discussion Points:**

Staff recommends approval to surplus the depreciated/outdated equipment.

**Suggested Motion:**

"I move to approve the surplus of equipment in accordance with the recommendation and Section 2-223 BI City Code.

**Alternatives:** Council discussion.

**Fiscal Impact:** There will be no immediate fiscal impact. Any future financial considerations will be addressed as needed.

**Attachments:** N/A