



## CITY COMMISSION STAFF REPORT

**DEPARTMENT:** Finance

**DATE:** March 10, 2026

**SUBJECT:** Motion to approve additions to the Surplus Property Auction/Disposal List. -  
**Finance**

**CITY MANAGER RECOMMENDATION:**

The City Manager recommends approval of the additions to the Surplus Property Auction/Disposal List.

**BACKGROUND OF ITEM:**

As part of the City's ongoing asset management efforts, staff conducted a thorough review of City-owned equipment to identify items that are no longer functional, no longer needed for operations, or have exceeded their useful life. This review discovered several computers and related technology equipment that have been replaced with newer systems and are now obsolete for City departments.

These computers, although no longer suitable for City operational needs, still function and can offer value in an educational setting. Consistent with the City's commitment to responsible management of public assets and community support, staff recommends that these items be declared surplus and donated to a public high school in the Bahamas. The school has indicated a need for technology resources to enhance classroom instruction and student learning, and the donation will prolong the equipment's useful life while supporting educational growth abroad.

Cooper City Code of Ordinances section 2-202 requires that surplus personal property be disposed of according to procedures set by the City Manager, which include sale, trade-in, transfer to another government agency, donation to a charitable organization, or disposal if the property has no remaining value.

Pending Commission approval, the City will proceed with donating the identified computers to the public high school in the Bahamas in accordance with Surplus Property Policy #08-006.

**ANALYSIS:**

Declaring these items as surplus supports efficient asset management and guarantees the responsible disposition of outdated equipment. Key benefits include:

- **Operational Efficiency** – Removing outdated technology reduces clutter, enhances workspace organization, and ensures staff depend on current, reliable equipment.
- **Cost Management** – Retaining outdated equipment leads to unnecessary storage and maintenance costs. Eliminating these surplus items reduces those expenses.
- **Resource Allocation** – Freeing storage space allows the City to better manage current and future inventory needs.
- **Community Benefit** – Donating functional but outdated computers offers valuable support to a public high school in the Bahamas, improving educational opportunities for students.
- **Safety and Compliance** – Properly disposing of end-of-life equipment ensures adherence to safety standards and minimizes risks related to storing outdated electronics.

**Priority 1 – Financially Sustaining Someplace Special** – The responsible management and disposition of surplus assets supports long-term financial sustainability and ensures the City's resources are used efficiently and effectively.

**PROCUREMENT:**

Sec. 2-258(f) Purchases of goods or services from contracts awarded by other governmental or not-for-profit entities by a formal competitive selection process.

**FISCAL IMPACT:**

N/A

**ALTERNATIVES:**

N/A

**ATTACHMENTS:**

1. Surplus Property Policy #08-006
2. List of Property to be added to the Surplus Property List