

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: October 16, 2024

Submitted By:

Staff

Agenda Item:

Discussion and possible action to declare dated computer equipment and mechanical meters as surplus items and authorize their disposal

Description:

In conjunction with the city's recent IT transition, many of our city computers were replaced with new ones that connect to our new system. Additionally, we have accumulated quite a bit of old equipment from past years that is no longer usable or salvageable. Univista, the city's IT Company, has partnered STS Recycling, a company that, at no cost to the city, disposes unwanted computer hardware and equipment. STS Recycling provides certificates of destruction for all unwanted hardware they pick up which will provide record that all hardware holding data will be wiped or destroyed. They also have an option to destroy equipment containing data on-site for a fee. The equipment to be disposed of includes:

- 13 laptops and associated chargers
- 2 printers
- 6 iPads
- 12 Cell Phones
- 7 Computers
- 2 Jetpacks (Wi-Fi Devices)
- Miscellaneous equipment – cords, mice, keyboards, microphones

Additionally, after the city-wide electronic meter project was completed and all mechanical meters were replaced with digital meters, we now have 609 mechanical meters that are ready to be recycled. Staff is proposing to dispose of these at CenTex Scrap and Metal. Any proceeds from the meter disposal will be paid back to the City of Rollingwood.

Staff is requesting that the City Council declare the unusable computer equipment and mechanical meters as surplus items and authorize staff to dispose of them as outlined above.

Action Requested:

To declare dated computer equipment and mechanical meters as surplus items and authorize staff to dispose of them.

Fiscal Impacts:

The city will save money that would normally be spent wiping and destroying equipment containing city data by using STS Recycling. The meters being recycled may result in proceeds back to the city.

Attachments:

N/A