

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Agenda Item:	Discussion and Recommendation of Declaring Certain Equipment and Personal Property as Surplus, and Authorizing Its Sale or Disposition [Obsolete Computers & Electronic Equipment]		
Date:	August 14, 2025	Meeting:	Committee of the Whole - 08/19/2025
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Overview/Background Information

The process for declaring and disposing of surplus property is governed by Section 11-76-4 of the Illinois Municipal Code (65 ILCS 5/11-76-4). This statute authorizes the Village to sell personal property which is no longer necessary or useful to the Village, or where the best interests of the Village would be served by its sale or other disposition.

Under this provision, the President and Board of Trustees must make a formal determination that the personal property listed in the resolution is no longer necessary or useful to the Village, and that the best interests of the Village will be served by its sale or disposal. Once declared surplus, the Village may dispose of such property in a manner it deems appropriate, with or without advertising, including but not limited to:

- Sale by sealed bid
- Trade-in toward the purchase of new equipment
- Direct sale to an interested purchaser
- Recycling or disposal through an authorized vendor

Key Issues

The equipment identified for surplus in the attached resolution consists primarily of obsolete computers and electronic equipment from various Village departments. These items are no longer in working order, have exceeded their useful life, or have been replaced by newer technology. Due to their age and condition, many items have little to no market value and will be disposed of or recycled in accordance with applicable environmental and data security requirements.

Action Required/Recommendation

Staff recommends that the Board approve the attached resolution declaring the identified equipment as surplus property and authorizing its sale or disposition in accordance with 65 ILCS 5/11-76-4. This action will allow the Village to appropriately manage and dispose of unneeded assets, free up storage space, and ensure proper handling of obsolete equipment.

Attachments

Surplus Equipment List