



SUBJECT: Disposal of Equipment Assets

ACTION REQUESTED: Approval of Disposal of IT Equipment (PCs and Workstations).

REQUESTED BY: Michelle Posewitz, Human Resources Director

SUPPORTING DOCUMENTS: No

SUMMARY

Information Technology has identified approximately 70 personal computers (PCs) and laptops that are incompatible with the latest operating system, as well as 6 devices that are no longer serviceable. The current operating system reached end-of-support on October 14, 2025.

The serviceable devices have been declared surplus and will be made available for public auction through GovDeals.com. The six unserviceable computers will be properly disposed of in accordance with established procedures.

Staff recommend that the City Commission approve the disposal and surplus designation of these computers.