



## MEMORANDUM

To: Administrative Control Board

From: Steve Anderson, CFO

Date: February 12, 2026

Subject: Surplus Vehicles & Equipment

### **Action Requested**

District management recommends the Administrative Control Board approve the surplus of three District trucks and one piece of equipment. Management recommends one vehicle be traded in and the other two be offered through an auction to employees. If the minimum bid value is not reached in the employee auction the vehicles will be taken to a 3<sup>rd</sup> party auction.

The piece of equipment the District recommends surplus is a pump motor from Lost Canyon that is no longer of use with the upgrade to pump 1. Often motors are simply taken to scrap, however, Nickerson recommend we contact Romanoff Industries and they have offered the District \$1,000 for the motor.

### **Policy for surplus equipment, machinery and vehicles**

## **3.11- SURPLUS PROPERTY**

### **3.11.1 – DEFINITIONS**

- A. *“Surplus Property” shall mean any property that is no longer needed for public use. It includes expendable property, supplies, scrap materials, and nonexpendable supplies that have completed their useful life cycle.*

### **3.11.2 – REQUIRED DISPOSAL PROCESS**

- A. *Any surplus property over \$10,000 shall be reported to the Administrative Control Board. Surplus property shall not be sold to employees unless specifically authorized by the Administrative Control Board.*
- B. *The General Manager is authorized to dispose of District surplus equipment and machinery, except motor vehicles, when it appears that the equipment or machinery will not be required for future use and the replacement value of the equipment or machinery is equal to or less than \$10,000.*
- (1) *The surplus property shall be disposed of in exchange for adequate consideration.*
- (2) *After disposing of the surplus equipment or machinery, a description of the surplus equipment or machinery together with a statement that reflects the replacement value and consideration received for such surplus property shall be presented to the Administrative Control Board for ratification.*
- C. *Surplus equipment and machinery whose replacement value exceeds \$10,000 and surplus motor vehicles, shall be disposed of in a manner approved by the Administrative Control Board.*

#### **The vehicles requiring approval:**

2020 Ford F-350-Stone Gray Vin# 1FT8W3BN1LED39420 (Trade in for \$27,000)

2013 Ford F-150-White-Vin# 1FTFX1ET7DKE94771 (internal auction – approximate minimum bid \$6,230)

2006 Chevy K3500 – Crane Truck Vin# 1GBJK39D16E248506 (internal auction - approximate minimum bid \$20,000)