CITY of Waterville MAINE

CITY OF WATERVILLE

CITY COUNCIL

RESOLUTION 130-2013

A RESOLUTION PROVIDING FOR:

POLICY FOR SALE OF CITY PROPERTY

BE IT RESOLVED by the City Council of the City of Waterville, acting as the Municipal Officers, as follows:

THAT, the City Manager be authorized to sell City property (excluding real estate) according to the following requirements:

1. This policy shall only apply to property (e.g. phones, computers, desks, etc.) which have an estimated value of $5,000 or less.

2. For property with an estimated value of $1,000 or less the City Manager may sell said property by placing a notice on the City's web site for a period no less than 10 days prior to bids being due.

3. For property with estimated values from $1,001 to $5,000, the City shall place a notice on the City's web site and once in the local newspaper at least 14 days prior to bids being due.

4. All bids shall be submitted as sealed bids.

5. Sales to governmental or non-profit organizations are exempt from these requirements. In such cases, the City Manager will be responsible for establishing a price which is in the best interest of the City.

6. The City Manager shall maintain a record of all property sold under this policy and report to the Council on a periodic basis.

IN THE CITY COUNCIL

August 6, 2013 Read and Approved.

CITY CLERK

APPROVED:

MAYOR