

ORDINANCE
By Warsame

Amending Title 2, Chapter 18 of the Minneapolis Code of Ordinances relating to Administration: Purchasing.

The City Council of the City of Minneapolis do ordain as follows:

Section 1. That Section 18.160 of the above-entitled ordinance be amended to read as follows:

18.160. Disposal of surplus property. A city department, board or agency of the city may sell, donate or dispose of any personal property ("Surplus Property") belonging to the city, ~~or board, or agency,~~ as the case may be. Whenever the ~~amount of material to be sold will probably~~ value of the Surplus Property is estimated to exceed in value five hundred dollars (\$500.00), ~~the property shall be delivered to the procurement director for sale by bid~~ written notice of the intent to dispose of the Surplus Property shall be delivered to the Purchasing Department. ~~All proceeds of those sales shall be paid into the city treasury. For all property that was given to the city by the federal government or State of Minnesota, the property shall be disposed of in accordance with Minnesota Statutes Annotated, Section 471.64. The Purchasing Department's procurement director shall provide an estimate of the market value of the Surplus Property to the Finance Officer and to the city department, board or agency that wishes to dispose of it. For proposed donations of Surplus Property, the department will present to the City Council a resolution and a recommendation to donate the Surplus Property based upon the principles contained in the city Policy and Procedure for Disposal of Surplus Property. The Policy and Procedure for Disposal of Surplus Property will be prepared and updated by the Finance Department. In all other cases for disposal of surplus property, a city department will follow the procedures set out herein:~~

~~(1) The department will prepare a listing of surplus property and circulate the list and availability to all city departments, boards, and commissions.~~

~~(2) The list of surplus property still available after step 1 will be submitted to the procurement director.~~

~~(3) The procurement director, along with the department staff, will determine whether the property has a monetary value and if there is a market for the property.~~

~~(4) If the property is determined to have a monetary value and if a market exists, the procurement department will arrange for its sale or exchange by bid or auction, with terms most advantageous to the city.~~

~~(5) If the property is determined to have no monetary value and no market exists, the property will be disposed of in the following order:~~

- ~~a. Offered first to the Minneapolis School District.~~
- ~~b. Donated to non-profit agencies working with the city.~~
- ~~c. Scrapped/junked as the final alternative.~~

~~(6) The originating department is responsible for all costs associated with the transportation, storing, and any other direct costs associated with disposition of the surplus property. Some property that contains hazardous materials cannot be disposed of as junk or scrap and must be handled in accordance~~

~~with federal and state laws and regulations.~~

~~(7) The finance officer is authorized to establish detailed procedures for implementation of the related ordinance, including time limits and definitions required, exercising the various disposal options.~~