City of Prospect Heights

Department of Public Works
401 Piper Lane, Prospect Heights Illinois, 60070-6070
Office:847/398-6070 x 264 -FAX: 847/459-0618
www.prospect-heights.il.us

MEMORANDUM

Date: 2/18/25

To: Joe Wade

Cc: Peter Falcone

From: Mark W. Roscoe, Director of Public Works

Subject: O-25-03 Declaration of Surplus Property- Public Works Equipment

Purpose-
This memo is to establish a surplus property ordinance which will identify equipment that has outlived its usefulness to the City. Request to surplus Public Works equipment that is being declared surplus due to obsolescence, age, and being beyond economical repair.

Background-
Public Works does periodic reviews of vehicles and equipment insuring they have value and usefulness to the City. When this type of property is declared surplus, it will be sent to auction, traded in, or exchanged for products/services of equal value.

Financial Impact-
There will be no detrimental effects, money raised from the result of the sale of surplus property will be returned to the General fund.

Recommendation-
Approve this ordinance to surplus the attached property.

Items-
The list below of property identified to be declared surplus and removed from the City's inventory.

- 17 various office chairs
- Two round and two oval office tables
- Stihl Saw Cart
- Line Painter/Striper Aerosol Can
- Case of Napa Air Filters
- One case + 5 Napa Fuel Filters
- Two sets of pickup truck side mirrors
- Two 16" and one 18" Stihl chainsaw chains
- Horn for a Ford
- Pack Ford Bolts #N808998-S425
- Power window controls
- Ford Link F6AZ-5K484-AA
- Ford Link 3W1Z-5K484-AA
- Ford Wiring pigtail kit WPT-1141U2Z-14S411-NA
- Ford switch E8TZ-9E939-A
- Ford bolts N805961-S151
- Ford seatbelt assembly for Ford Taurus FODZ54611A72A
- Ford inside door handle
- Electric window switch 5L1A14529AA
- Three Napa Gold oil filters

Thank you,
Mark Roscoe
Director of Public Works

ORDINANCE NO. O-25-03

ORDINANCE DIRECTING THE SALE OF SURPLUS PROPERTY

WHEREAS, the City Council has determined according to State Statute that there exists certain personal property owned by the City that is no longer necessary or useful to the City and is hereby declared to be surplus property;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS, ILLINOIS, as follows:

SECTION 1: That pursuant to Section 11-76-4 of the Illinois Municipal Code, 65 ILCS 5/11-76-4, the city council finds the following property to be no longer necessary or useful to the City and is hereby declared surplus property:

- 17 various office chairs
- Two round and two oval office tables
- Stihl saw Cart
- Line Painter/Striper Aerosol Can
- Case of Napa Air Filters
- One case + 5 Napa Fuel Filters
- Two sets of pickup truck side mirrors
- Two 16" and one 18" Stihl chainsaw blades
- Horn for a Ford
- Pack Ford Bolts #N808998-S425
- Power window controls
- Ford Link F6AZ-5K484-AA
- Ford Link 3W1Z-5K484-AA
- Ford wiring pigtail kit WPT-1141U2Z-14S411-NA
- Ford switch E8TZ-9E939-A
- Ford bolts N805961-S151
- Ford seatbelt assembly for Ford Taurus FODZ54611A72A
- Ford inside door handle
- Electric window switch 5L1A4529AA
- Three Napa Gold oil filters

SECTION 2: That pursuant to the authority of Section 11-76-4 of the Illinois Municipal Code, 65 ILCS 5/11-76-4, the city council hereby authorizes and directs the City Administrator or her designee to dispose of said surplus property in any manner she sees fit which may include the negotiated sale of the above property, or any other lawful means. The City Administrator need not advertise the property for sale.

SECTION 3: This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form.

AYES: Cameron, Anderson, Morgan-Adams, Dash, Dolick

NAYS: None

ABSENT: None

PASSED this 10th day of March, 2025.

APPROVED this 10th day of March, 2025.

Patrick Ludvigsen, Mayor

ATTEST:

Joanna Pasizynski

City Clerk

Published in pamphlet form 11th day of March, 2025.

CITY OF PROSPECT HEIGHTS CORPORATE SEAL Incorporated A.D. 1956 ILLINOIS