

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

June 24, 2008

Agenda Item: 5.3

Subject: Approval of Declaration of Surplus Property to be Sold at Private Sale and Donation or Disposal of Any Items Not Sold

Background: The District will dispose of personal property that is surplus to the instructional or administrative needs of the District. The current listing includes obsolete items from Chabot and Las Positas colleges. The items will be sold to the highest bidder(s) or donated in “as is” condition. Surplus property notifications are sent to the eight (8) school districts in our local service area and several non-profit organizations. Items that cannot be sold or donated are marked for disposal.

Recommended Action: That the Board of Trustees approve the items surplus to the needs of the District and that the Chancellor be authorized to dispose of the same via private sale in accordance with Board Policy 3212 and that the funds derived from the sale be placed in the General Fund of the District. It is further recommended that any items that are not sold by private sale be donated to charitable organizations or properly disposed of by District personnel in accordance with California Education Code Section 81452.

Submitted: Andrew Howe/Date

Approved: Joel L. Kinnamon /Date

_____ APPROVED

_____ DISAPPROVED

_____ TABLED

