



# Administration and Finance Committee Meeting Minutes

March 14, 2019  
4:00 PM  
SeaTac City Hall - Riverton Room 128

Members:	Present:	Absent:	Commence:	4:02 P.M.
			Adjourn:	5:43 P.M.
Erin Sitterley, Chair	X			
Peter Kwon	X			
Clyde Hill	X			

Other Council Members Present: Stanley Tombs, Pam Fernald, Rick Forschler

Staff Coordinator: Gwen Pilo, Finance & Systems Director

1. Call to Order	<i>Committee Chair Erin Sitterley called the meeting to order at 4:02 PM</i>
2. Public Comment	<i>Citizen Vicki Lockwood urged the council to reject the DUI Training decision card and also to not allow employees and spouses of council members to serve on committees.</i>
3. Review of the Minutes	<u>  X  </u> Recommended for Approval  <i>A copy of the 2/28/19 minutes was provided to the committee for review. The committee approved the minutes as written.</i>
4. Council/City Manager Travel Pre-Approval or Final Approval	<i>None</i>
5. Current Vacancies & Staffing Report	<u>  X  </u> Informational Update  <i>Human Resources &amp; Risk Management Director Vanessa Audett provided the committee with an update on vacant positions within the City.</i>
6. Budget Amendment	<u>  X  </u> Recommended for Approval  <i>Finance &amp; Systems Director Gwen Pilo provided the committee with a proposed budget amendment which includes carry forwards, decision</i>

	<p><i>cards and other adjustments. The committee discussed the amendment by fund and made their recommendations.</i></p> <ol style="list-style-type: none"> <li>1. <i>General Fund (001):</i>  <i>Carryforwards: \$105,689 recommended for approval</i>  <i>Decision Cards: \$158,844 recommended for approval</i>  <i>Probation Counselor PT to FT (recommended for approval)</i>  <i>DUI Training (not recommended for approval)</i>  <i>PROS Plan (recommended for approval)</i></li> <li>2. <i>Street Fund (102): \$577,936 in carry-forwards recommended for approval</i></li> <li>3. <i>Hotel/Motel Fund (107): \$26,302 in carry-forwards recommended for approval</i></li> <li>4. <i>Municipal CIP Fund (301): \$770,819 in carry-forwards recommended for approval</i></li> <li>5. <i>Facility Construction CIP (306): \$25,000 in carry-forwards recommended for approval</i></li> <li>6. <i>Transportation CIP (307): \$4,489,234 in carry-forwards recommended for approval</i></li> </ol> <p><i>Total Amount: \$6,504,641</i></p> <p><i>This item will be brought to the March 26 Council Meeting for approval.</i></p>
<p>7. City Employees Serving on Committees</p>	<p><u>  X  </u> Next discussion at future A&amp;F Meeting</p> <p><i>City Clerk Kristina Gregg addressed the committee to discuss whether City employees and Councilmember spouses should be appointed to Citizen Advisory Committees. In the past both have been appointed to serve, but the City does not have a policy on the issue. The committee discussed and proposed allowing City employees who reside in the City, but denying spouses and members of councilmember households. The complete ordinance will be brought back to a future A&amp;F Meeting with the proposed language and to discuss other possible changes.</i></p>
<p>8. Investment Policy</p>	<p><u>  X  </u> Next discussion at future A&amp;F Meeting</p> <p><i>Finance &amp; Systems Director Gwen Pilo presented the committee with a draft Investment policy. This new policy would replace the current out of date policy which is also in conflict with some parts of SeaTac Municipal Code. The committee was in favor of the proposed draft. An ordinance adopting the policy will be brought back to a future A&amp;F Meeting for recommendation.</i></p>
<p>9. Future Meeting Schedule</p>	<p><i>The next A&amp;F Meeting is scheduled for March 28 at 4:00 PM in Riverton Room 128.</i></p>
<p>10. Adjourn</p>	<p><i>Committee Chair Erin Sitterley adjourned the meeting at 5:43 PM.</i></p>



# MEMORANDUM

To: Administration and Finance Committee  
Through: Gwen Pilo, Finance and Systems Director  
From: Bart Perman, Information Systems Manager  
Date: 3/28/19  
Re: City Hall A/V Upgrade

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## **History:**

The Audio Visual equipment in Council Chambers and the Municipal Court was installed in 2002 with a partial upgrade in 2013. This equipment is now outdated and is in need of replacement. A decision card for replacement of this equipment was approved by Council during the 2019-2020 budget process.

## **Analysis:**

In preparation for the 2019-2020 decision card request, Finance and Systems staff received a budgetary estimate of \$150,000 for the replacement of the equipment. After receiving comments back from Council on options they would like to see in the system, a second quote was received in the amount of \$212,517.02.

## **Budgetary Impacts:**

Based on the budgetary estimate received, the decision card for this project was for \$150,000. To proceed with the project as proposed, the 2019 budget would need to be increased to \$233,768 to cover the cost of the new proposal and allow for a 10% contingency.

## **Action:**

Staff is presenting this to you today to see if the Committee will consider a budget amendment to cover the additional cost or if the project should be scaled back to fit within the original budget amount. Ending Fund Balance is available in the 301 fund to cover the additional expense.



Project Description:
AV System ROM

Customer:
City of Sea Tac Bart Perman City Clerk 4800 S. 188th St. SeaTac, WA 98188 Tel: 206-973-4800      Fax: 206.973.4809

Project Site:

Mfr-Part No.	Qty	Description	Unit Price	Extended
		SeaTac City Hall AV System ROM		
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		EQUIPMENT RACK & RELATED EQUIPMENT		
JAYMARC AV-FIELD LABOR	8	Labor to decommission existing equipment		
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		CONTROL SYSTEM & USER INTERFACE RELATED EQUIPMENT		
Crestron-CP3N	1	3-Series Control System	1,733.33	1,733.33
Crestron-TSW-1060-B-S	3	10.1 Touch Screen, Black Smooth	1,600.00	4,800.00
Crestron-TSW-760-B-S	2	7 Touch Screen, Black Smooth	933.33	1,866.66
Pakedge-SX-24P	2	Pakedge 24 Port Managed Switch with 24 PoE or 12 PoE+ Ports	1,300.00	2,600.00
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		VIDEO SOURCE RELATED EQUIPMENT		
Vaddio-999-9968-000	1	DocCAM 20 HDBT Camera	3,636.00	3,636.00
Vaddio-999-9920-000	3	ROBOSHOT 12 USB SYSTEM	3,362.67	10,088.01
Denon Professional-DN-500BI	1	Blu-Ray, DVD & CD/SD/USB Player	373.33	373.33
Brightsign-XD234	2	4K Advanced HTML5 Media Player	450.00	900.00
JAYMARC AV-FIELD LABOR	3	Labor to integrate OFE PC for VT		
Crestron-AM-101	2	AirMedia Presentation Gateway	1,066.67	2,133.34
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		VIDEO SWITCH AND TX/RX RELATED EQUIPMENT		
Crestron-DM-MD16X16	1	16x16 DigitalMedia Switcher	5,733.33	5,733.33
Crestron-DMC-4KZ-C	10	DigitalMedia 8G+ 4K60 4:4:4 HDR Input Card for DM Switchers, HDB	733.33	7,333.30
Crestron-DMC-4KZ-HD	6	HDMI 4K60 4:4:4 HDR Input Card for DM Switchers	533.33	3,199.98
Crestron-DMC-4KZ-CO-HD	4	2-Channel DigitalMedia 8G+ 4K60 4:4:4 HDR Output Card for DM Swi	866.67	3,466.68
Crestron-DMC-4K-HDO	1	2-Channel 4K Scaling HDMI Output Card for DM Switchers	1,200.00	1,200.00
Crestron-DMC-STRO	1	Streaming Output Card for DM Switchers	2,000.00	2,000.00
Crestron-HD-TX-101-C-1G-E-F	10	DM Lite HDMI over CATx Transmitter, Wall Plate, Black Textured	253.33	2,533.30

Mfr-Part No.	Qty	Description	Unit Price	Extended
Crestron-HD-RX-101-C-1G-E-I	5	DM Lite HDMI over CATx Receiver, Wall Plate, Black Textured	253.33	1,266.65
PROJECTION AND DISPLAY RELATED EQUIPMENT				
ALMO-65UU340C	2	65" 2 side HDMI 2.0, Component, RS-232C, 2USB, RJ45, USB Cloning	1,500.00	3,000.00
LG-55UU340C	2	HDMI (2), USB , HDMI/HDCP Input, RS-232C, RJ45	1,020.00	2,040.00
Chief-LTM1U	4	Large height adjustable tilt wall mount	238.65	954.60
EIKI-EK-350U	3	4500 Lumens 1920x1200, 3 chip LCD, HDL Light Engine	3,860.00	11,580.00
Chief-RPAU	3	UNIVERSAL RPA	197.87	593.61
AUDIO SOURCE AND RELATED EQUIPMENT				
Shure-MXWAPT4=-Z10	4	4-CH ACCESS POINT TRANSCEIVER	2,422.67	9,690.68
Shure-MXWNCS4	4	4-CH NETWORKED CHARGING STATION	1,266.67	5,066.68
Shure-MXW2/BETA58	6	Handheld Transmitter with BETA58 Microphone (Includes one SB902	593.33	3,559.98
Shure-MXW1/O=-Z10	6	Bodypack Transmitter with Integrated Omnidirectional Microphone	513.33	3,079.98
Shure-MXW6/C=-Z10	4	BOUNDARY TRANSCEIVER, CARDIOID	580.00	2,320.00
SHURE-MXA910	6	Ceiling Tile Microphone Array	3,998.67	23,992.02
AUDIO PROCESSING RELATED EQUIPMENT				
Biamp-TESIRA SERVER-IO	2	Tesira DSP server with up to 48 channels of I/O, 1 DSP-2 card (2	4,480.00	8,960.00
BIAMP-SIC-4	3	4 channel mic/line input card	236.00	708.00
BIAMP-SOC-4	6	4 channel mic/line output card	214.67	1,288.02
BIAMP-SEC-4	8	4 channel mic/line input card with acoustic echo cancellation pe	488.00	3,904.00
BIAMP-DAN-1	1	Dante Interface Card	985.33	985.33
BIAMP-SVC-2	2	2 line VoIP card	418.67	837.34
LOUDSPEAKERS AND AMPLIFICATION EQUIPMENT				
JAYMARC AV-FIELD LABOR	2	Labor to integrate existing Amplifiers to new equipment		
JBL-CONTROL 26CT	4	6.5CEILING SPKR W/X-FRMER(2PR Per CTN)	157.08	628.32
Extron-60-1449-01	1	Small Format 60W / 70V Amplifier	326.67	326.67
PATCH CABLES, BULK WIRING & CONNECTORS				
WPENN-254246	2	4 PAIR 24 AWG SOLID CAT 6 CMP	377.33	754.66
Vaddio-440-1005-025	6	CABLE ACTIVE 3.0 TYPE-A TO B M/M 30M	720.00	4,320.00
Crestron-CBL-HD-6	7	Crestron Certified HDMI Interface Cable, 18 Gbps, 6 ft (1.8 m)	33.33	233.31
Crestron-CBL-HD-3	6	Crestron Certified HDMI Interface Cable, 18 Gbps, 3 ft (0.91 m)	26.67	160.02
WPENN-25224B	0.25	18G -1 Pair Audio Cable	137.33	34.33
FINALS AND TOTALLING				
	1	Lot/Misc Connectors, Patch Cables, Pre-Made Assemblies, etc.	400.00	400.00
	1	Lot/Misc Mounting Hardware/Nuts & Bolts/Safety/Misc.	100.00	100.00
	1	Lift Truck Rental/Scaffolding/Safety Harness Costs		
	1	Standard Freight/Shipping & Storage Costs	733.33	733.33
		Equipment Subtotal		145,114.79

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Mfr-Part No.	Qty	Description	Unit Price	Extended
		Installation Subtotal		48,082.50

This \*\* Proposal \*\* is Valid for 60 Days.

Total (Before Tax):	\$193,197.29
WA Sales Tax	\$ 19,319.73
Project Total:	<u>\$ 212,517.02</u>

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**SeaTac City Council**  
**Request for Council Action**  
**Agenda Bill #: 5152**

**Council consideration:** A Motion declaring City property surplus and authorizing its disposal.

**Date Action Requested:** 04/09/2019

**Review Dates:** A&F 03/28/19

**Prepared By:** Gwen Pilo, Finance & Systems Director

**Amount:** N/A

**Budgeted?:** No

**Applicable Fund Name:** Various

**Director Approval:** Finance & Systems Director Gwen Pilo 03/29/2019

**City Manager Approval:**

**Purpose:** Authorize Departments Heads to dispose of surplus equipment.

**ANALYSIS:** Departments are responsible for reporting a list of assets that are ready for disposal to the Finance and Systems Department. The Finance Department is then responsible to present a master list of assets for disposal to the City Council for approval on an annual basis, at a minimum.

The list of various obsolete and/or inoperable items identified by City staff is attached. Staff is requesting the City Council declare these items as surplus property. Once approved, each Department will have 30 days to dispose of the assets using the most cost effective method for the City, which could include resale, donation, or recycling.

**BUDGET SIGNIFICANCE:** Any money received from the sale of an asset shall be returned to the fund where the asset resided.

**COMMITTEE REVIEW(S) AND RECOMMENDATION(S):** The Administration and Finance Committee reviewed this proposal at their March 28, 2019, meeting and recommended approval by the full Council:

- 1) As an action item, OR
- 2) On the consent agenda.

**ALTERNATIVE(S):** Do not surplus the assets at this time and continue to store them at City facilities.

**CITY OF SEATAC**  
**ASSET DISPOSAL LIST**  
for  
**CONTINUING PROPERTY (CP) OR FIXED ASSETS (FA)**

Property Type (FA or CP)	Asset Tag No.	Detailed Description of Asset	Serial No.	Purchase Date	Reason for Disposal	Surplus Date	Location
CP	010071	CANON LC-730I FAX FOR COURT/PD		8/7/2008	Retired	4/9/2019	Court
CP	010072	HP COLOR LASERJET 5550DTN		8/11/2008	Retired	4/9/2019	Court
CP	011000	SONY DIGITAL CAMERA		8/15/2013	Retired	4/9/2019	CMO
CP	009671	Iridium S9505A Satellite		8/1/2007	Retired	4/9/2019	CMO
CP	n/a	Toshiba combination TV/DVD player		unknown	Retired	4/9/2019	CMO
CP	008667	BROTHER PRINTER/SCANNER/FAX		4/20/2010	Retired	4/9/2019	Council
CP	009687	CANON POWERSHOT DIGITAL CAMERA		10/30/2007	Retired	4/9/2019	PW-Admin
CP	010070	IDDE DIGITAL CAMERA WITH ACCESORIES		2/25/2010	Retired	4/9/2019	PW-Admin
CP	010319	GEOLINE SURVEY ROD		7/31/2015	Retired	4/9/2019	PW-Admin
CP	000063	CASIO TK-21000 CASH REGISTER		6/25/1990	Retired	4/9/2019	Finance
CP	005052	CENTURIAN CONTINUOUS SIGNER		2/8/1994	Retired	4/9/2019	Finance
CP	009160	NIKON COOLPIX L1 DIGITAL CAMERA		6/5/2006	Retired	4/9/2019	Finance
CP	003349	DELL OPTIPLEX 3010 DESKTOP COMPUTER	GLXYH02	3/7/2014	Retired	4/9/2019	Fin-Systems
CP	008661	HP LAPTOP COMPUTER	CNF3391XJ8	11/14/2003	Retired	6/17/2013	Fin-Systems
FA	009064	FIBER OPTICS CISCO 24 PRT SWITCH	INM09231BUD	7/4/2005	Retired	4/9/2019	Fin-Systems
CP	009125	DELL INSPIRON E1505 LAPTOP COMPUTER	00144-152-829-137	3/20/2007	Retired	7/14/2015	Fin-Systems
CP	009402	COMPAQ L1702 17" FLAT	CNN4170QV8	7/1/2004	Retired	4/9/2019	Fin-Systems
CP	009479	JVC 13" TV HTM-A13SU	16906795	12/23/2004	Retired	4/9/2019	Fin-Systems
CP	009919	HP COLOR LASERJET PRINTER CP2025DN	CNGS323671	3/26/2010	Retired	4/9/2019	Fin-Systems
CP	010437	HP LE2011 FLAT PANEL MONITOR	CNC212RRS4	7/22/2016	Retired	4/9/2019	Fin-Systems
CP	010512	DELL OPTIPLEX 390 DESKTOP COMPUTER	9NFK5V1	7/9/2012	Retired	4/9/2019	Fin-Systems
CP	010515	DELL OPTIPLEX 390 DESKTOP COMPUTER	9NHN5V1	7/9/2012	Retired	4/9/2019	Fin-Systems
CP	010516	DELL OPTIPLEX 390 DESKTOP COMPUTER	9NGP5V1	7/9/2012	Retired	4/9/2019	Fin-Systems
CP	010525	DELL OPTIPLEX 390 DESKTOP COMPUTER	9NHM5V1	7/9/2012	Retired	4/9/2019	Fin-Systems
CP	010529	DELL OPTIPLEX 390 DESKTOP COMPUTER	2V4P5V1	5/4/2012	Retired	4/9/2019	Fin-Systems
CP	010530	DELL OPTIPLEX 390 DESKTOP COMPUTER	2V3P5V1	5/4/2012	Retired	4/9/2019	Fin-Systems
CP	010538	DELL OPTIPLEX 390 DESKTOP COMPUTER	9NDP5V1	7/9/2012	Retired	4/9/2019	Fin-Systems
CP	010547	DELL LATITUDE XT3 NOTEBOOK COMPUTER	G55FWN1	9/21/2012	Retired	4/9/2019	Fin-Systems
CP	010761	DELL OPTIPLEX 3010 DESKTOP PC	JXZYRW1	3/20/2013	Retired	4/9/2019	Fin-Systems



**CITY OF SEATAC**  
**ASSET DISPOSAL LIST**  
for  
**CONTINUING PROPERTY (CP) OR FIXED ASSETS (FA)**

Property Type (FA or CP)	Asset Tag No.	Detailed Description of Asset	Serial No.	Purchase Date	Reason for Disposal	Surplus Date	Location
CP	010762	DELL OPTIPLEX 3010 DESKTOP PC	JXZXS1	3/20/2013	Retired	4/9/2019	Fin-Systems
CP	010765	DELL OPTIPLEX 3010 DESKTOP PC	JXZY5W1	3/20/2013	Retired	4/9/2019	Fin-Systems
CP	010770	DELL OPTIPLEX 3010 DESKTOP PC	JXZXRW1	3/20/2013	Retired	4/9/2019	Fin-Systems
CP	010816	DELL OPTIPLEX 3010 COMPUTER	8QB1GZ1	7/29/2016	Retired	4/9/2019	Fin-Systems
CP	010863	DELL OPTIPLEX 3000 DESKTOP COMPUTER	5BBZ8Y1	8/23/2013	Retired	4/9/2019	Fin-Systems
CP	010864	DELL OPTIPLEX 3000 DESKTOP COMPUTER	5B8Z8Y1	8/28/2013	Retired	4/9/2019	Fin-Systems
CP	010866	DELL OPTIPLEX 3000 DESKTOP COMPUTER	5B8X8Y1	8/28/2013	Retired	4/9/2019	Fin-Systems
CP	010875	HANNSG 21.5 LCD WIDESCREEN MONITOR	3257P3CS00403	9/3/2013	Retired	4/9/2019	Fin-Systems
FA	010917	ENTERPRISE SEARCH APPLIANCE	na	12/11/2013	Retired	4/9/2019	Fin-Systems
CP	0008292	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	003337	VIEWSONIC 23" LED MONITOR		3/5/2014	Retired	4/9/2019	Fin-Systems
CP	003344	DELL OPTIPLEX 3010 DESKTOP COMPUTER		3/5/2014	Retired	4/9/2019	Fin-Systems
CP	003352	VIEWSONIC 23" LED MONITOR		3/5/2014	Retired	4/9/2019	Fin-Systems
CP	003353	VIEWSONIC 23" LED MONITOR		3/5/2014	Retired	4/9/2019	Fin-Systems
CP	003355	VIEWSONIC 23" LED MONITOR		3/5/2014	Retired	4/9/2019	Fin-Systems
CP	003357	VIEWSONIC 23" LED MONITOR		3/5/2014	Retired	4/9/2019	Fin-Systems
CP	003359	VIEWSONIC 23" LED MONITOR		3/5/2014	Retired	4/9/2019	Fin-Systems
CP	003473	APPLE IPAD W/RETINA DISPLAY		4/15/2014	Retired	4/9/2019	Fin-Systems
CP	003476	LENOVO THINKPAD S1 YOGA TABLET		8/22/2014	Retired	4/9/2019	Fin-Systems
CP	003482	HP LASER PRINTER		8/12/2014	Retired	4/9/2019	Fin-Systems
CP	003533	DELL VENUE 11 TABLET PC		10/21/2014	Retired	4/9/2019	Fin-Systems
CP	003534	DELL VENUE 11 TABLET PC		10/21/2014	Retired	4/9/2019	Fin-Systems
CP	003535	DELL VENUE 11 TABLET PC		10/21/2014	Retired	4/9/2019	Fin-Systems
CP	003536	DELL VENUE 11 TABLET PC		10/21/2014	Retired	4/9/2019	Fin-Systems
CP	003537	DELL VENUE 11 TABLET PC		10/21/2014	Retired	4/9/2019	Fin-Systems
CP	003574	VIEWSONIC 24" MONITOR		3/4/2015	Retired	4/9/2019	Fin-Systems
CP	003585	OPTIPLEX 3030 DESKTOP COMPUTER		3/4/2015	Retired	4/9/2019	Fin-Systems
CP	003594	CANON POWERSHOT DIGITAL CAMERA		12/17/2015	Retired	4/9/2019	Fin-Systems
CP	003616	DELL LATITUDE 14 5000 NB COMPUTER		8/17/2015	Retired	4/9/2019	Fin-Systems

**CITY OF SEATAC**  
**ASSET DISPOSAL LIST**  
for  
**CONTINUING PROPERTY (CP) OR FIXED ASSETS (FA)**

<b>Property Type (FA or CP)</b>	<b>Asset Tag No.</b>	<b>Detailed Description of Asset</b>	<b>Serial No.</b>	<b>Purchase Date</b>	<b>Reason for Disposal</b>	<b>Surplus Date</b>	<b>Location</b>
CP	003617	DOCKING STATION NOTEBOOK COMPUTER		8/17/2015	Retired	4/9/2019	Fin-Systems
CP	003618	DOCKING STATION NOTEBOOK COMPUTER		8/17/2015	Retired	4/9/2019	Fin-Systems
CP	003677	SEAGATE 4TB EXTERNAL DRIVE		5/16/2016	Retired	4/9/2019	Fin-Systems
CP	003733	VIEWSONIC 24" LED MONITOR		6/24/2016	Retired	4/9/2019	Fin-Systems
CP	003759	DELL OPTIPLEX 3040		6/24/2016	Retired	4/9/2019	Fin-Systems
CP	005181	LANIER ADVOCATE V RECORDER		12/31/1995	Retired	4/9/2019	Fin-Systems
CP	005544	HP LASERJET 5 PRINTER		8/1/1998	Retired	4/9/2019	Fin-Systems
CP	005583	HP LASERJET 4000TN PRINTER		6/23/1998	Retired	4/9/2019	Fin-Systems
CP	005732	HP LASERJET 4000TN PRINTER		7/13/1999	Retired	4/9/2019	Fin-Systems
CP	005732-A	HP LASERJET 4000TN PRINTER		8/10/1999	Retired	4/9/2019	Fin-Systems
CP	007811	ZIP DRIVE, 101919 IOMEGA		3/10/2000	Retired	4/9/2019	Fin-Systems
CP	007839	ZIP DRIVE, 101919 IOMEGA		3/10/2000	Retired	4/9/2019	Fin-Systems
CP	007924	C4254A-HP LASER JET, NSP C		4/28/2000	Retired	4/9/2019	Fin-Systems
CP	008000	HP LASER JET PRINTER		2/22/2000	Retired	4/9/2019	Fin-Systems
CP	008051	PANASONIC CF-30 TOUGHBOOK		4/30/2007	Retired	4/9/2019	Fin-Systems
CP	008061	PANASONIC CF-30 TOUGHBOOK		4/30/2007	Retired	4/9/2019	Fin-Systems
CP	008120	PANASONIC 29 TOUGHBOOK		3/20/2006	Retired	4/9/2019	Fin-Systems
CP	008179	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	008200	PANASONIC LCD MOBILE PROJECTOR		5/19/2006	Retired	4/9/2019	Fin-Systems
CP	008202	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	008215	PANASONIC 29 TOUGHBOOK		4/1/2005	Retired	4/9/2019	Fin-Systems
CP	008220	PANASONIC 29 TOUGHBOOK		4/1/2005	Retired	4/9/2019	Fin-Systems
CP	008263	DELL OPTIPLEX 755 COMPUTER		6/5/2008	Retired	4/9/2019	Fin-Systems
CP	008266	DELL OPTIPLEX 755 COMPUTER		6/5/2008	Retired	4/9/2019	Fin-Systems
CP	008270	HP 17" FLAT PANEL MONITOR		5/27/2016	Retired	4/9/2019	Fin-Systems
CP	008273	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	008274	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	008276	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	008277	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems

**CITY OF SEATAC**  
**ASSET DISPOSAL LIST**  
for  
**CONTINUING PROPERTY (CP) OR FIXED ASSETS (FA)**

Property Type (FA or CP)	Asset Tag No.	Detailed Description of Asset	Serial No.	Purchase Date	Reason for Disposal	Surplus Date	Location
CP	008278	SONY VAIO S270 NOTEBOOK COMPUTER		7/14/2005	Retired	4/9/2019	Fin-Systems
CP	008281	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	008282	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	008302	HP L1702 17" MONITOR		12/31/2005	Retired	4/9/2019	Fin-Systems
CP	008307	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	008309	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	008326	PANASONIC CF-30 TOUGHBOOK		4/30/2007	Retired	4/9/2019	Fin-Systems
CP	008423	MONITOR		4/11/2003	Retired	4/9/2019	Fin-Systems
CP	008492	MONITOR		5/7/2003	Retired	4/9/2019	Fin-Systems
CP	008512	MONITOR		5/7/2003	Retired	4/9/2019	Fin-Systems
CP	008515	EVO COMPUTER		5/2/2003	Retired	4/9/2019	Fin-Systems
CP	008519	MONITOR		5/7/2003	Retired	4/9/2019	Fin-Systems
CP	008548	MONITOR		5/7/2003	Retired	4/9/2019	Fin-Systems
CP	008559	Quantum SDLT 320 External		5/1/2004	Retired	4/9/2019	Fin-Systems
CP	008567	CISCO FIREWALL 515E		8/22/2003	Retired	4/9/2019	Fin-Systems
CP	008687	HP DESKTOP COMPUTER DC5000		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	008692	HP DESKTOP COMPUTER DC5000		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	008708	HP DESKTOP COMPUTER		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	008710	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	008712	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	008714	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	008735	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	008737	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	008885	DELL 17" COLOR MONITOR		5/4/2001	Retired	4/9/2019	Fin-Systems
CP	008929	HP 4050TN LASERJET PRINTER		6/20/2001	Retired	4/9/2019	Fin-Systems
CP	008930	HP 4050TN LASERJET PRINTER		6/20/2001	Retired	4/9/2019	Fin-Systems
CP	008990	CANON LASER CLASS 2050		4/5/2002	Retired	4/9/2019	Fin-Systems
CP	009036	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	009066	CISCO 24 PORT NETWORK SWITCH		11/30/2005	Retired	4/9/2019	Fin-Systems

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<b>Property Type (FA or CP)</b>	<b>Asset Tag No.</b>	<b>Detailed Description of Asset</b>	<b>Serial No.</b>	<b>Purchase Date</b>	<b>Reason for Disposal</b>	<b>Surplus Date</b>	<b>Location</b>
CP	009072	HP FLAT SCREEN MONITOR		12/31/2006	Retired	4/9/2019	Fin-Systems
CP	009075	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	009100	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	009102	HP FLAT SCREEN MONITOR		12/31/2006	Retired	4/9/2019	Fin-Systems
CP	009105	HP 17" FLAT PANEL MONITOR		4/18/2005	Retired	4/9/2019	Fin-Systems
CP	009129	DELL LATITUDE LAPTOP		3/9/2012	Retired	4/9/2019	Fin-Systems
CP	009147	CISCO 24 PORT 10/100 SWITCH		4/5/2006	Retired	4/9/2019	Fin-Systems
CP	009152	HP NX9420 NOTEBOOK COMPUTER		12/31/2006	Retired	4/9/2019	Fin-Systems
CP	009165	DELL INSPIRON 15R NOTEBOOK COMPUTER		1/13/2014	Retired	4/9/2019	Fin-Systems
CP	009229	APPLE IPAD		6/26/2012	Retired	4/9/2019	Fin-Systems
CP	009241	DELL OPTIPLEX 380 DESKTOP COMPUTER		7/29/2016	Retired	4/9/2019	Fin-Systems
CP	009389	HP Compact DC5000 SFF		7/1/2004	Retired	4/9/2019	Fin-Systems
CP	009392	COMPAQ L1702 17" FLAT		7/1/2004	Retired	4/9/2019	Fin-Systems
CP	009399	COMPAQ L1702 17" FLAT		7/1/2004	Retired	4/9/2019	Fin-Systems
CP	009400	COMPAQ L1702 17" FLAT		7/1/2004	Retired	4/9/2019	Fin-Systems
CP	009401	COMPAQ L1702 17" FLAT		7/1/2004	Retired	4/9/2019	Fin-Systems
CP	009406	COMPAQ L1702 17" FLAT		7/1/2004	Retired	4/9/2019	Fin-Systems
CP	009409	COMPAQ L1702 17" FLAT		7/1/2004	Retired	4/9/2019	Fin-Systems
CP	009411	COMPAQ L1702 17" FLAT		7/1/2004	Retired	4/9/2019	Fin-Systems
CP	009414	COMPAQ L1702 17" FLAT		7/1/2004	Retired	4/9/2019	Fin-Systems
CP	009418	COMPAQ L1702 17" FLAT		7/1/2004	Retired	4/9/2019	Fin-Systems
CP	009480	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	009537	FLAT PANEL DISPLAY MONITOR HP L1706		3/31/2007	Retired	4/9/2019	Fin-Systems
CP	009539	FLAT PANEL DISPLAY MONITOR HP L1706		3/31/2007	Retired	4/9/2019	Fin-Systems
CP	009544	FLAT PANEL DISPLAY MONITOR HP L1706		3/31/2007	Retired	4/9/2019	Fin-Systems
CP	009547-1	HP COMPAQ DESKTOP COMPUTER DC7700		3/31/2007	Retired	4/9/2019	Fin-Systems
CP	009548	HP COMPAQ DESKTOP COMPUTER DC7700		3/31/2007	Retired	4/9/2019	Fin-Systems
CP	009554	HP 17" FLAT PANEL MONITOR L1706		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	009568	FLAT PANEL DISPLAY MONITOR HP L1706		3/31/2007	Retired	4/9/2019	Fin-Systems

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Property Type (FA or CP)	Asset Tag No.	Detailed Description of Asset	Serial No.	Purchase Date	Reason for Disposal	Surplus Date	Location
CP	009577	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	009579	FLAT PANEL DISPLAY MONITOR HP L1706		3/31/2007	Retired	4/9/2019	Fin-Systems
CP	009672	IRIDIUM 9505A PORTABLE SATELLITE PHONE		8/8/2007	Retired	4/9/2019	Fin-Systems
CP	009700	ADOBE CREATIVE SUITE 3		9/5/2007	Retired	4/9/2019	Fin-Systems
CP	009717	HP PHOTOSMART INKJET PHOTO PRINTER		2/15/2008	Retired	4/9/2019	Fin-Systems
CP	009741	MOBILE DATA COMPUTER		10/20/2004	Retired	4/9/2019	Fin-Systems
CP	009742	MOBILE DATA COMPUTER		10/20/2004	Retired	4/9/2019	Fin-Systems
CP	009757	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	009759	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	009786	COMPAQ L1702 17" FLAT		7/1/2004	Retired	4/9/2019	Fin-Systems
CP	009787	COMPAQ L1702 17" FLAT		7/1/2004	Retired	4/9/2019	Fin-Systems
CP	009908	BROTHER INTELLIFAX 1960C FAX/COPIER		2/9/2010	Retired	4/9/2019	Fin-Systems
CP	009911A	DELL OPTIPLEX 360 DESKTOP COMPUTER		11/6/2008	Retired	4/9/2019	Fin-Systems
CP	009912	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	009927	DELL OPTIPLEX 380 DESKTOP COMPUTER		7/29/2016	Retired	4/9/2019	Fin-Systems
CP	009928	DELL OPTIPLEX 380 DESKTOP COMPUTER		7/29/2016	Retired	4/9/2019	Fin-Systems
CP	009959	HP COMPAQ DESKTOP COMPUTER DC7700		3/31/2007	Retired	4/9/2019	Fin-Systems
CP	009960	HP 17" FLAT PANEL MONITOR		3/9/2005	Retired	4/9/2019	Fin-Systems
CP	010073	PANASONIC VIDEO PROJECTOR PT-L851		2/6/2008	Retired	4/9/2019	Fin-Systems
CP	010077	DELL PRECISION M4400 NB COMPUTER		12/20/2009	Retired	4/9/2019	Fin-Systems
CP	010093	HP OFFICEJET 7000 PRINTER FOR FD		7/15/2010	Retired	4/9/2019	Fin-Systems
CP	010104	DELL OPTIPLEX 380 DESKTOP COMPUTER		7/29/2016	Retired	4/9/2019	Fin-Systems
CP	010106	DELL OPTIPLEX 380 DESKTOP COMPUTER		7/29/2016	Retired	4/9/2019	Fin-Systems
CP	010411	DELL LATITUDE LAPTOP		3/9/2012	Retired	4/9/2019	Fin-Systems
CP	010417	DELL OPTIPLEX 390 DESKTOP COMPUTER		4/5/2012	Retired	4/9/2019	Fin-Systems
CP	010431	HP LV2011 MONITOR		5/31/2016	Retired	4/9/2019	Fin-Systems
CP	010438	HP 17" FLAT PANEL MONITOR		7/22/2016	Retired	4/9/2019	Fin-Systems
CP	010440	HP LV2011 FLAT PANEL MONITOR		7/22/2016	Retired	4/9/2019	Fin-Systems
CP	010501	LATITUDE XT3 SMI-RUGGED COMPUTER		5/31/2012	Retired	4/9/2019	Fin-Systems

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CP	010502	HP LV2311 FLAT PANEL MONITOR		7/22/2016	Retired	4/9/2019	Fin-Systems
CP	010503	HP LV2311 FLAT PANEL MONITOR		7/22/2016	Retired	4/9/2019	Fin-Systems
CP	010513	DELL OPTIPLEX 390 DESKTOP COMPUTER		6/20/2012	Retired	4/9/2019	Fin-Systems
CP	010517	DELL OPTIPLEX 390 DESKTOP COMPUTER		6/20/2012	Retired	4/9/2019	Fin-Systems
CP	010519	DELL OPTIPLEX 390 DESKTOP COMPUTER		6/20/2012	Retired	4/9/2019	Fin-Systems
CP	010521	DELL OPTIPLEX 390 DESKTOP COMPUTER		6/20/2012	Retired	4/9/2019	Fin-Systems
CP	010524	DELL OPTIPLEX 390 DESKTOP COMPUTER		6/20/2012	Retired	4/9/2019	Fin-Systems
CP	010526	DELL OPTIPLEX 390 DESKTOP COMPUTER		6/20/2012	Retired	4/9/2019	Fin-Systems
CP	010527	DELL OPTIPLEX 390 DESKTOP COMPUTER		5/4/2012	Retired	4/9/2019	Fin-Systems
CP	010531	DELL OPTIPLEX 390 DESKTOP COMPUTER		5/4/2012	Retired	4/9/2019	Fin-Systems
CP	010534	DELL OPTIPLEX 390 DESKTOP COMPUTER		6/20/2012	Retired	4/9/2019	Fin-Systems
CP	010536	DELL OPTIPLEX 390 DESKTOP COMPUTER		6/20/2012	Retired	4/9/2019	Fin-Systems
CP	010551	APPLE IPAD		1/11/2012	Retired	4/9/2019	Fin-Systems
CP	010552	APPLE IPAD		1/11/2012	Retired	4/9/2019	Fin-Systems
CP	010554	APPLE IPAD		8/29/2012	Retired	4/9/2019	Fin-Systems
CP	010734	ELECTRONIC SIGNATURE PAD		12/18/2012	Retired	4/9/2019	Fin-Systems
CP	010735	ELECTRONIC SIGNATURE PAD		12/18/2012	Retired	4/9/2019	Fin-Systems
CP	010736	ELECTRONIC SIGNATURE PAD		12/18/2012	Retired	4/9/2019	Fin-Systems
CP	010743	HP LV2011 FLAT PANEL MONITOR		7/22/2016	Retired	4/9/2019	Fin-Systems
CP	010746	HP FLAT PANEL MONITOR		7/22/2016	Retired	4/9/2019	Fin-Systems
CP	010750	VIEWSONIC 24" LED MONITOR		7/22/2016	Retired	4/9/2019	Fin-Systems
CP	010763	DELL OPTIPLEX 3010 DESKTOP PC		2/20/2013	Retired	4/9/2019	Fin-Systems
CP	010764	DELL OPTIPLEX 3010 DESKTOP PC		2/20/2013	Retired	4/9/2019	Fin-Systems
CP	010771	HANNS-G 21.5" WIDESCREEN LED MONITOR		3/15/2013	Retired	4/9/2019	Fin-Systems
CP	010777	HANNS-G 22 INCH LCD MONITOR		4/25/2013	Retired	4/9/2019	Fin-Systems
CP	010778	VIEWSONIC 24" LED MONITOR		7/25/2016	Retired	4/9/2019	Fin-Systems
CP	010780	ELO 1515L 15" TOUCHSCREEN MONITOR		12/20/2012	Retired	4/9/2019	Fin-Systems
CP	010781	ELO 1515L 15" TOUCHSCREEN MONITOR		12/20/2012	Retired	4/9/2019	Fin-Systems
CP	010782	ELO 1515L 15" TOUCHSCREEN MONITOR		12/20/2012	Retired	4/9/2019	Fin-Systems

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CP	010785	HANNS-G 21.5" WIDESCREEN LED MONITOR		3/15/2013	Retired	4/9/2019	Fin-Systems
CP	010787	HANNS-G 21.5" WIDESCREEN LED MONITOR		3/15/2013	Retired	4/9/2019	Fin-Systems
CP	010789	HANNS-G 21.5" WIDESCREEN LED MONITOR		3/15/2013	Retired	4/9/2019	Fin-Systems
CP	010816	DELL OPTIPLEX 3010 COMPUTER		7/29/2016	Retired	4/9/2019	Fin-Systems
CP	010830	DELL OPTIPLEX 3010 COMPUTER		7/29/2016	Retired	4/9/2019	Fin-Systems
CP	010831	SEAGATE 2TB EXTERNAL HARD DRIVE		6/3/2013	Retired	4/9/2019	Fin-Systems
CP	010832	SEAGATE 2TB EXTERNAL HARD DRIVE		6/3/2013	Retired	4/9/2019	Fin-Systems
CP	010833	APPLE IPAD WI-FI 16GB RETINA DISPLAY		6/10/2013	Retired	4/9/2019	Fin-Systems
CP	010834	APPLE MAC MINI DUAL CORE I5 COMPUTER		6/10/2013	Retired	4/9/2019	Fin-Systems
CP	010835	APPLE MAC MINI DUAL CORE I5 COMPUTER		6/10/2013	Retired	4/9/2019	Fin-Systems
CP	010836	APPLE MAC MINI DUAL CORE I5 COMPUTER		6/10/2013	Retired	4/9/2019	Fin-Systems
CP	010837	WESTERN DIGITAL 2.0 TB EXTERNAL HD		7/13/2012	Retired	4/9/2019	Fin-Systems
CP	010847	3M FLAT FRAME MONITOR FILTER		10/26/2012	Retired	4/9/2019	Fin-Systems
CP	010855	HP OFFICE JET 4620 ALL IN ONE PRINTER		8/5/2013	Retired	4/9/2019	Fin-Systems
CP	010856	HP OFFICE JET 4620 ALL IN ONE PRINTER		8/21/2013	Retired	4/9/2019	Fin-Systems
CP	010869	DELL OPTIPLEX 3000 DESKTOP COMPUTER		8/19/2013	Retired	4/9/2019	Fin-Systems
CP	010873	HANNSG 21.5 LCD WIDESCREEN MONITOR		8/22/2013	Retired	4/9/2019	Fin-Systems
CP	010874	HANNSG 21.5 LCD WIDESCREEN MONITOR		8/22/2013	Retired	4/9/2019	Fin-Systems
CP	010879	HANNSG 21.5 LCD WIDESCREEN MONITOR		8/22/2013	Retired	4/9/2019	Fin-Systems
CP	010880	HANNSG 21.5 LCD WIDESCREEN MONITOR		8/22/2013	Retired	4/9/2019	Fin-Systems
CP	010886	SEAGATE 3.0 TB SATA HARD DRIVE		10/21/2013	Retired	4/9/2019	Fin-Systems
CP	010906	DELL OPTIPLEX 3010 DESKTOP PC		2/13/2014	Retired	4/9/2019	Fin-Systems
CP	010911	ADTEC DUAL MONITOR ARM		12/18/2012	Retired	4/9/2019	Fin-Systems
CP	010912	FELLOWS DUAL MONITOR ARM		12/18/2012	Retired	4/9/2019	Fin-Systems
CP	011002	VIEWSONIC 24" LED MONITOR		7/3/2014	Retired	4/9/2019	Fin-Systems
CP	000665	IBM TYPERWRITER		12/31/2011	Retired	4/9/2019	City Clerk
CP	003601	BROTHER INTELLIFAX 4100E FAX MACHINE		3/10/2015	Retired	4/9/2019	Legal
CP	010341	BROTHER FAX MACHINE FAX2820		7/26/2010	Retired	4/9/2019	Legal
CP	007921	LXI 13" COLOR TV VCR COMBINATION		8/9/2013	Retired	4/9/2019	HR

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CP	009919	HP COLOR LASERJET PRINTER CP2025DN		3/26/2010	Retired	4/9/2019	HR
CP	003772	DELL LAPTOP DOCKING STATION		12/15/2016	Retired	4/9/2019	Police
CP	003773	DELL LAPTOP DOCKING STATION		12/15/2016	Retired	4/9/2019	Police
CP	003776	DELL LAPTOP DOCKING STATION		12/23/2016	Retired	4/9/2019	Police
CP	003777	DELL LAPTOP DOCKING STATION		12/23/2016	Retired	4/9/2019	Police
CP	003778	DELL LAPTOP DOCKING STATION		12/23/2016	Retired	4/9/2019	Police
CP	00866	X-26 TASER BLACK W/SILVER GRIPS		11/8/2007	Retired	4/9/2019	Police
CP	00867	AIR X26E TASER BLACK W/SILVER GRIPS		11/15/2007	Retired	4/9/2019	Police
CP	00869	AIR X26E TASER BLACK W/SILVER GRIPS		11/15/2007	Retired	4/9/2019	Police
CP	00874	AIR X26E TASER BLACK W/SILVER GRIPS		11/15/2007	Retired	4/9/2019	Police
CP	008764	X-26 TASER MODEL 26012 BLACK W/SILVER		6/19/2007	Retired	4/9/2019	Police
CP	008779	CASCADIA RECORDS & DISPLAY DVR		9/19/2008	Retired	4/9/2019	Police
CP	009509	SONY VIDEO DVD DRIVE VRD-MC1		6/25/2007	Retired	4/9/2019	Police
CP	009524	HONEYWELL USB BAR CODE SCANNER		3/12/2009	Retired	4/9/2019	Police
CP	009529	PENTAX POCKET JET 3 200 DPI PRINTER		3/12/2009	Retired	4/9/2019	Police
CP	009530	PENTAX POCKET JET 3 200 DPI PRINTER		3/12/2009	Retired	4/9/2019	Police
CP	009602	KUSTOM SIGNALS PRO TRAFFIC RADAR		5/13/2009	Retired	4/9/2019	Police
CP	009603	KUSTOM SIGNALS WEATHER ANTENNA		5/13/2009	Retired	4/9/2019	Police
CP	009604	KUSTOM SIGNALS WEATHER ANTENNA		5/13/2009	Retired	4/9/2019	Police
CP	009613	LASER LABS WINDOW TINT METER		8/27/2009	Retired	4/9/2019	Police
CP	009614	LASER LABS WINDOW TINT METER		8/27/2009	Retired	4/9/2019	Police
CP	009639	POCKETJET3 200 DPI PRINTER		1/24/2011	Retired	4/9/2019	Police
CP	009647	USB BAR CODE SCANNER 4600G HONEYWELL		12/22/2010	Retired	4/9/2019	Police
CP	010460	BATTERY TENDER 12V BATTERY CHARGER		3/20/2013	Retired	4/9/2019	Police
CP	010498	HONEYWELL BAR CODE SCANNER		2/17/2016	Stolen	4/9/2019	Police
CP	003961	HP LASERJET CP4525 COLOR PRINTER		12/18/2017	Retired	4/9/2019	Police
CP	009638	PENTAX POCKET JET 3 200 DPI PRINTER		1/3/2011	Retired	4/9/2019	Police
CP	009647	PENTAX POCKET JET 3 200 DPI PRINTER		1/3/2011	Retired	4/9/2019	Police
CP	010288	PENTAX POCKET JET 3 200 DPI PRINTER		12/7/2011	Retired	4/9/2019	Police



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CP	005625	8' PLASTIC PICNIC TABLE		10/28/1998	Parks	4/9/2019	Parks
CP	005631	8' PLASTIC PICNIC TABLE		10/28/1998	Retired	4/9/2019	Parks
CP	005632	8' PLASTIC PICNIC TABLE		10/28/1998	Retired	4/9/2019	Parks
CP	005633	8' PLASTIC PICNIC TABLE		10/28/1998	Retired	4/9/2019	Parks
CP	005661	8' PLASTIC PICNIC TABLE		1/15/1999	Retired	4/9/2019	Parks
CP	005662	8' PLASTIC PICNIC TABLE		1/15/1999	Retired	4/9/2019	Parks
CP	005663	8' PLASTIC PICNIC TABLE		1/15/1999	Retired	4/9/2019	Parks
CP	005679-A	RECYCLING BARREL		3/23/1999	Retired	4/9/2019	Parks
CP	005919	ADVANCE 28XP VACUUM CLEANER		3/24/1993	Retired	4/9/2019	Parks
CP	005922	CUSTOM MADE INSULATED WALL		3/10/1993	Retired	4/9/2019	Parks
CP	006012	HP LASERJET 1320TN (CP)		5/31/2005	Retired	4/9/2019	Parks
CP	006021	BROTHER INTELLIFAX 2820 FAX MACHINE		2/20/2013	Retired	4/9/2019	Parks
CP	006022	PS3 VIDEO GAME CONTROLLER - RED		8/9/2013	Broken	4/9/2019	Parks
CP	006023	PS3 VIDEO GAME CONTROLLER - RED		8/9/2013	Retired	4/9/2019	Parks
CP	006024	PS3 VIDEO GAME CONTROLLER - BLACK		8/9/2013	Broken	4/9/2019	Parks
CP	006025	XBOX CONTROLLER FOR GAME CONSOLE		9/2/2011	Retired	4/9/2019	Parks
CP	006026	PS3 VIDEO GAME CONSOLE - BLACK		8/9/2013	Broken	4/9/2019	Parks
CP	006027	XBOX CONSOLE		9/2/2010	Retired	4/9/2019	Parks
CP	006028	XBOX KINECT FOR CONSOLE - BLACK		9/2/2011	Retired	4/9/2019	Parks
CP	006038	X BOX KINECT GAME-FORZA MOTORSPORTS		8/9/2013	Retired	4/9/2019	Parks
CP	006039	X BOX KINECT GAME-WIPEOUT 3		8/9/2013	Retired	4/9/2019	Parks
CP	006061	PS3 VIDEO GAME CONTROLLER - SILVER		8/9/2013	Broken	4/9/2019	Parks
CP	006065	SONY BLUE WIRELESS CONTROLLER FOR PS3		9/17/2013	Retired	4/9/2019	Parks
CP	006066	SONY BLUE WIRELESS CONTROLLER FOR PS3		9/17/2013	Retired	4/9/2019	Parks
CP	006067	SONY BLUE WIRELESS CONTROLLER FOR PS3		9/17/2013	Retired	4/9/2019	Parks
CP	006088	WARING ELECTRIC HAND BLENDER		11/20/2014	Broken	4/9/2019	Parks
CP	006118	SONY BLACK CONTROLLER FOR PS 4		11/6/2015	Retired	4/9/2019	Parks
CP	006140	SONY PS4 BLACK CONSOLE		9/28/2016	Broken	4/9/2019	Parks
CP	007880	FERRAND BABY GRAND PIANO		8/24/2000	Retired	4/9/2019	Parks

**CITY OF SEATAC**  
**ASSET DISPOSAL LIST**  
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Property Type (FA or CP)	Asset Tag No.	Detailed Description of Asset	Serial No.	Purchase Date	Reason for Disposal	Surplus Date	Location
CP	00801	VIRCO CHAIR #2945 GRAPHITE/CHROME		9/2/2007	Retired	4/9/2019	Parks
CP	00802	VIRCO CHAIR #2945 GRAPHITE/CHROME		9/2/2007	Retired	4/9/2019	Parks
CP	00803	VIRCO CHAIR #2945 GRAPHITE/CHROME		9/2/2007	Retired	4/9/2019	Parks
CP	00804	VIRCO CHAIR #2945 GRAPHITE/CHROME		9/2/2007	Retired	4/9/2019	Parks
CP	00805	VIRCO CHAIR #2945 GRAPHITE/CHROME		9/2/2007	Retired	4/9/2019	Parks
CP	00806	VIRCO CHAIR #2945 GRAPHITE/CHROME		9/2/2007	Retired	4/9/2019	Parks
CP	00807	VIRCO CHAIR #2945 GRAPHITE/CHROME		9/2/2007	Retired	4/9/2019	Parks
CP	00808	VIRCO CHAIR #2945 GRAPHITE/CHROME		9/2/2007	Retired	4/9/2019	Parks
CP	00809	VIRCO CHAIR #2945 GRAPHITE/CHROME		9/2/2007	Retired	4/9/2019	Parks
CP	00810	VIRCO CHAIR #2945 GRAPHITE/CHROME		9/2/2007	Retired	4/9/2019	Parks
CP	00811	VIRCO CHAIR #2945 GRAPHITE/CHROME		9/2/2007	Retired	4/9/2019	Parks
CP	00812	VIRCO CHAIR #2945 GRAPHITE/CHROME		9/2/2007	Retired	4/9/2019	Parks
CP	00813	VIRCO CHAIR #2945 GRAPHITE/CHROME		9/2/2007	Retired	4/9/2019	Parks
CP	00814	VIRCO CHAIR #2945 GRAPHITE/CHROME		9/2/2007	Retired	4/9/2019	Parks
CP	00815	VIRCO CHAIR #2945 GRAPHITE/CHROME		9/2/2007	Retired	4/9/2019	Parks
CP	00816	VIRCO CHAIR #2945 GRAPHITE/CHROME		9/2/2007	Retired	4/9/2019	Parks
CP	00817	VIRCO CHAIR #2945 GRAPHITE/CHROME		9/2/2007	Retired	4/9/2019	Parks
CP	00818	VIRCO CHAIR #2945 GRAPHITE/CHROME		9/2/2007	Retired	4/9/2019	Parks
CP	00819	VIRCO CHAIR #2945 GRAPHITE/CHROME		9/2/2007	Retired	4/9/2019	Parks
CP	00820	VIRCO CHAIR #2945 GRAPHITE/CHROME		9/2/2007	Retired	4/9/2019	Parks
CP	00821	VIRCO CHAIR #2945 GRAPHITE/CHROME		9/2/2007	Retired	4/9/2019	Parks
CP	00822	VIRCO CHAIR #2945 GRAPHITE/CHROME		9/2/2007	Retired	4/9/2019	Parks
CP	00823	VIRCO CHAIR #2945 GRAPHITE/CHROME		9/2/2007	Retired	4/9/2019	Parks
CP	00824	VIRCO CHAIR #2945 GRAPHITE/CHROME		9/2/2007	Retired	4/9/2019	Parks
CP	008534	MOTOROLA TWO WAY RADIO		9/10/2007	Retired	4/9/2019	Parks
CP	008535	MOTOROLA TWO WAY RADIO		9/10/2007	Retired	4/9/2019	Parks
CP	008536	MOTOROLA TWO WAY RADIO		9/10/2007	Retired	4/9/2019	Parks
CP	008537	MOTOROLA TWO WAY RADIO		9/10/2007	Retired	4/9/2019	Parks
CP	008538	MOTOROLA TWO WAY RADIO		9/10/2007	Retired	4/9/2019	Parks

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CP	008539	TWO WAY RADIO (2 PURCHASED)		12/15/2008	Retired	4/9/2019	Parks
CP	008540	TWO WAY RADIO (2 PURCHASED)		10/3/2008	Retired	4/9/2019	Parks
CP	008588	SKID SPRAYER 200 GALLON		2/1/2003	Retired	4/9/2019	Parks
CP	009657	SONY PS3 FOR TEEN PROGRAM		3/5/2007	Retired	4/9/2019	Parks
CP	009699	ADOBE CREATIVE SUITE 3		9/5/2007	Retired	4/9/2019	Parks
CP	009718	SONY CYBERSHOT DIGITAL CAMERA		11/13/2007	Retired	4/9/2019	Parks
CP	009738	TRIMS GROUNDS MGMT SOFTWARE		8/1/2004	Retired	4/9/2019	Parks
CP	010066	HP LASERJET PRINTER P1505N		2/26/2008	Retired	4/9/2019	Parks
CP	009684	PANASONIC 5 CD CHANGER SA-PT650		8/22/2007	Retired	4/9/2019	Parks-Facilities
CP	009952	LIFEFITNESS TREADMILL TR8500		11/5/2002	Retired	4/9/2019	Parks-Facilities
CP	010038	ELEMENT HD TV HDM1		1/4/2008	Retired	4/9/2019	Parks-Facilities
CP	010342	GRACO PAINT SPRAYER		12/30/2011	Retired	4/9/2019	Parks-Facilities
CP	003509	DEWALT 18 VOLT CORDLESS DRILL		12/17/2014	Broken	4/9/2019	Parks-Maint
CP	005010	UNI HOIST #10100		12/31/1994	Retired	4/9/2019	Parks-Maint
CP	005322	TURFCO PROLITE SOD CUTTER		1/21/1997	Retired	4/9/2019	Parks-Maint
CP	005352	BANNERMAN TOP DRESSER		11/26/1996	Retired	4/9/2019	Parks-Maint
CP	005624	HONDA 36" HYDRO MOWER		10/13/1998	Retired	4/9/2019	Parks-Maint
CP	008597	BILLY GOAT TRUCK LOADER		8/12/2002	Retired	4/9/2019	Parks-Maint
CP	008599	CRAFTSMAN SKIL TABLE SAW		2/1/2003	Retired	4/9/2019	Parks-Maint
CP	008683	JOHN DEERE BACKHOE 48		2/25/2005	Retired	4/9/2019	Parks-Maint
CP	008684	JOHN DEERE PLOW		2/25/2005	Retired	4/9/2019	Parks-Maint
CP	008847	HONDA MOWER 21" SELF PROPELLED		10/13/2006	Retired	4/9/2019	Parks-Maint
CP	008849	DEWALT GRINDER DW 524		8/8/2006	Retired	4/9/2019	Parks-Maint
CP	009454	CRAFTSMAN GRINDER 21008		2/23/2004	Broken	4/9/2019	Parks-Maint
CP	009669	72" JOHN DEERE FIELD MOWER		12/5/2007	Retired	4/9/2019	Parks-Maint
CP	009724	HONDA 21" SELF PROPELLED MOWER		1/4/2008	Retired	4/9/2019	Parks-Maint
CP	009932	STIHL KM 110 LINE TRIMMER		5/14/2008	Stolen	4/9/2019	Parks-Maint
CP	009934	STIHL 100-135 LINE TRIMMER		5/14/2008	Broken	4/9/2019	Parks-Maint
CP	009963	SOLO 425 BACKPACK SPRAYER #1		2/25/2009	Broken	4/9/2019	Parks-Maint

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CP	009977	SOLO BACKPACK SPRAYER 475D		3/24/2011	Broken	4/9/2019	Parks-Maint
CP	009978	BACKPACK SPRAYER		3/24/2011	Broken	4/9/2019	Parks-Maint
CP	010040	HEDGE TRIMMER WEEDEATER ATTACHMENT		11/22/2010	Retired	4/9/2019	Parks-Maint
CP	010322	HONDA 21" SELF PROPELLED MOWER		2/8/2012	Retired	4/9/2019	Parks-Maint
CP	010422	SCOREMASTER 18 FT SOCCER GOAL		8/22/2012	Retired	4/9/2019	Parks-Maint
CP	010426	DEWALT CORDLESS 18 VOLT DRILL		11/20/2012	Retired	4/9/2019	Parks-Maint
CP	010795	REMOVABLE BASES FOR ARTIFICIAL TURF		1/7/2013	Retired	4/9/2019	Parks-Maint
CP	010796	HONDA MOWER 21" SELF PROPELLED		3/18/2014	Broken	4/9/2019	Parks-Maint
CP	010807	HUDSON SP2 4 GALLON BACKPACK SPRAYER		9/2/2014	Broken	4/9/2019	Parks-Maint
CP	008132	OLYMPUS DIGITAL CAMERA		9/2/2005	Retired	4/9/2019	PW-Eng
CP	008134	OLYMPUS DIGITAL CAMERA		9/2/2005	Retired	4/9/2019	PW-Eng
CP	009282	CANON PROSHOTA540 DIGITAL CAMERA		3/5/2007	Retired	4/9/2019	PW-Eng
CP	010308	POLICY DESIGN HIGHWAYS/ STREETS		12/6/2011	Retired	4/9/2019	PW-Eng
CP	010314	FELLOWES PAPER SHREDDER		2/10/2011	Retired	4/9/2019	PW-Eng
CP	010844	INNOVERA ANTI-GLARE MONITOR FILTER		9/21/2012	Broken	4/9/2019	CED-Planning
FA	009768	2003 Dodge Intrepid SE Sedan (A014)		4/1/2003	Retired	4/9/2019	PW-Maint
FA	009769	2003 Dodge Intrepid SE Sedan (A015)		4/1/2003	Retired	4/9/2019	PW-Maint
FA	008480	2003 F-450 Flatbed (B037)		5/2/2003	Retired	4/9/2019	PW-Maint
FA	008479	2003 Ford F450 XL 1 Ton Flat Bed (B036)		5/2/2003	Retired	4/9/2019	PW-Maint
FA	009438	2005 F-450 Supercab 4x2 (B044)		6/14/2005	Retired	4/9/2019	PW-Maint
FA	009432	2005 Ford F250 Truck 4x2 (B047)		4/22/2005	Retired	4/9/2019	PW-Maint
FA	009024	2005 Hydrotek Trailer/Pres Washer (C018)		4/4/2005	Retired	4/9/2019	PW-Maint
FA	005680	1999 10yd Dump Truck (D016)		2/28/1999	Retired	4/9/2019	PW-Maint
FA	008745	2005 Jeep Liberty (B043)		2/11/2005	Retired	4/9/2019	PW-Maint
FA	009431	2005 Top Dresser QP-300 (D033)		3/10/2005	Retired	4/9/2019	PW-Maint
FA	009087	2006 Ford Chassis 14 Passenger Van (B054)		10/3/2006	Retired	4/9/2019	PW-Maint
FA	009083	2006 Ford F-250 Supercab Truck (B053)		5/16/2006	Retired	4/9/2019	PW-Maint
FA	009284	2008 Ford F-250 Supercab Truck 4x2 (b057)		6/21/2007	Retired	4/9/2019	PW-Maint
FA	010009	2010 Ford F-250 Extended Cab Truck (B062)		9/29/2009	Retired	4/9/2019	PW-Maint

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FA	005691	1999 Tenco Snow Plow (attached to D016)		2/28/1999	Retired	4/9/2019	PW-Maint
CP	n/a	Truck Tailgate and bumper (B-80)		5/1/2017	Retired	4/9/2019	PW-Maint
CP	n/a	Truck Tailgate and bumper (B-81)		6/14/2017	Retired	4/9/2019	PW-Maint
CP	n/a	Truck Tailgate and bumper (B-82)		6/6/2017	Retired	4/9/2019	PW-Maint
CP	n/a	Truck Tailgate and bumper (B-74)		11/1/2016	Retired	4/9/2019	PW-Maint
CP	n/a	Truck Tailgate (B-64)		12/11/2012	Retired	4/9/2019	PW-Maint
CP	n/a	Truck Tailgate (B-65)		12/11/2012	Retired	4/9/2019	PW-Maint
CP	n/a	Truck Tailgate (B-66)		11/22/2013	Retired	4/9/2019	PW-Maint
CP	010716	Stihl Hedge Trimmer Attachment		8/14/2013	Retired	4/9/2019	PW-Maint
CP	010705	Wacker Vibratory Plate Compactor		11/19/2012	Retired	4/9/2019	PW-Maint
CP	010941	Stihl FS130R Weedeater		4/3/2014	Retired	4/9/2019	PW-Maint
CP	010942	Stihl FS130R Weedeater		4/3/2014	Retired	4/9/2019	PW-Maint
CP	010943	Stihl BR600 Backpack Blower		4/3/2014	Retired	4/9/2019	PW-Maint
CP	010944	Stihl BR600 Backpack Blower		4/3/2014	Retired	4/9/2019	PW-Maint
CP	009845	Concrete Sidewalk Grinder		unknown	Retired	4/9/2019	PW-Maint

## **Agenda Bills - Questions to Consider**

The Administration and Finance Committee reviewed this list and requested it be integrated into CW-009 Agenda Item Instruction Manual for use when creating agenda bills.

Below are questions you should consider when creating an Agenda Bill. The questions are divided into three categories; Analysis Considerations, Time Related, and Value Judgments. The Analysis Considerations and Time Related questions are items you may wish to provide answers to in the analysis section of the Agenda Bill. The Value Judgements are items the Council may ask you about when you present your bill.

Not all questions may apply to your agenda bill. These are items that Councilmembers have found helpful when they consider whether or not to approve your bill.

### **Analysis Considerations**

Does this promote the core functions of the city that taxpayers expect, such as Public Safety, Human Services, Public Works?

What will this bill provide? What is the goal?

Are metrics available to show if the bill is effective?

Is this duplicating something that may already be provided by another organization? Can we work with that organization to provide the service?

Does the bill increase or decrease taxes for citizens?

Has this been done before in a city our size? Where and what were the results?

Is this a housekeeping only item?

Is this required by law?

Does this set a precedent?

Has there been public outreach about this issue?

Is there an impact to our bargaining unit (for example, are we contracting out bargaining unit work, is there a need to bargain)?

### **Time Related**

Is there a sunset date? Would you recommend one?

Is there a timeline associated with the project/program?

Is this a permanent or temporary solution?

If this is a contract, how many times has it been renewed? How many years have we had this contract?

Is this time sensitive or can it be placed on the consent agenda for the next regular council meeting?

**Value Judgments**

Is there a legitimate, quantifiable need, or is it a “flavor of the month” feel good bill?

Does the bill affect/restrict taxpayer’s freedom? Property rights?

Does the bill serve special interests only? Why?

Does this bill enhance the overall livability of our city?

Is this a good stewardship of the taxpayer’s money? How?