

ORDINANCES OF THE CITY OF HELENA, MONTANA

ORDINANCE NO. 3218

AN ORDINANCE AMENDING SECTION 1-4-18 OF THE
HELENA CITY CODE TO PROVIDE FOR CITY MANAGER DISPOSITION OF
SURPLUS PERSONAL PROPERTY WORTH LESS THAN \$5,000

BE IT ORDAINED BY THE COMMISSION OF THE CITY OF HELENA,
MONTANA:

That Section 1-4-18 of the Helena City Code is hereby amended
as follows:

- A. "Surplus personal property" is any tangible personal property owned by the city that is not needed at present or in the foreseeable future or that is no longer of value or use to the city.
- B. Prior to sale or disposal of personal property with an original value equal to or greater than \$5,000, the city commission shall, by resolution, declare the property to be surplus to the needs of the city and eligible for disposition. The surplus designation must be done in a manner that is in the city's best interest and pursuant to, but not limited to:
1. Possible future requirements of the city;
 2. Present value of the property;
 3. Likelihood of locating a buyer;
 4. Intergovernmental cooperation; and

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5. The general welfare of the citizens of the city.

C. For disposition of personal property with an original value equal to or greater than \$5,000 the city commission shall, by resolution, direct the city manager as to the authorized method of disposition. If the city manager is unable to dispose of the personal property by one of the methods specified by resolution, the city manager shall notify the city commission and recommend further action. The city commission will then direct disposition of the surplus property by amendment of the authorizing resolution.

ED. Personal property with an original value of less than \$5,000 may be eligible for disposition by the city manager using the following methods without approval by the city commission. The city manager may authorize disposal of surplus property with an original value of less than \$5,000 only by one of the approved methods listed below:

1. Competitive sale to a responsible purchaser after providing public notice and public opportunity for the purchase of the property, including public auction, solicitation of written bids, and negotiated sale to one

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or more designated buyers.

2. Trade in on new supplies or equipment at such value as will result in the lowest net price.
3. Transfer to another government agency at or below market value.
4. Transfer to a 501(c)3) tax-exempt, nonprofit organization.
5. Proper disposal in a landfill of personal property with no value.

~~D. For other personal property disposition, including transfers for less than market value, the city manager may request city commission authorization to dispose of the surplus property in another manner.~~

~~E. If the city manager is unable to dispose of the personal property by one of the methods specified herein, the city manager shall notify the city commission and recommend further action. The city commission will then direct disposition of the surplus property. Disposition by the city manager of personal property with an original value of less than \$5,000, other than by the methods listed above, must be approved by the city commission by resolution. (Ord. 2909, 6-4-2001; amd.~~

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Ord. _____, __-__-2016)

FIRST PASSED BY THE COMMISSION OF THE CITY OF HELENA, MONTANA,
THIS 21st DAY OF MARCH, 2016.

/S/ James E. Smith
MAYOR

ATTEST:

/S/ Debbie Havens
CLERK OF THE COMMISSION

FINALLY PASSED BY THE COMMISSION OF THE CITY OF HELENA,
MONTANA, THIS 11th DAY OF APRIL, 2016.

/S/ James E. Smith
MAYOR

ATTEST:

/S/ Debbie Havens
CLERK OF THE COMMISSION