

Leslie E. Heidrick, CPA
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Rowan County Finance Department

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Memorandum

To: Rowan County Board of Commissioners
Aaron Church, County Manager

From: Leslie E. Heidrick, Assistant County Manager/Finance Director *LEH*
David Sifford, Purchasing Agent *DS*

Re: Declaration of Surplus Property at West End Plaza

Date: September 23, 2016

In accordance with G.S. 160-270(b), the Finance Department is requesting Board approval to declare unused personal property at the West End Plaza to be surplus property and allow the Purchasing Agent to work with Heritage Auction Company to sell the property by live auction. Heritage Auction Company is under contract with the County to perform surplus property auctions. Items to be sold include various shelving, display cases, portable and stationary kiosk units, three light poles, safes, signage, counter units, light fixtures, stools, CD players, two shipping containers, one tandem semi-trailer, refrigerators, freezers, one floor machine, one lawn mower, restaurant equipment, retail display props, lockers and other items. The items are available for inspection and pictures are on file in the Purchasing Office. If declared as surplus property, notices will be published in the Salisbury Post, on Heritage Auction Company's website and on the County's website.

Staff's Recommendation: It is the recommendation of the Finance Department and the Facilities Management Department that the personal property listed above at the West End Plaza be declared surplus property and the Purchasing Agent be allowed to work with Heritage Auction Company to sell the items by live auction.