

	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>							
	Title:		Motion to Approve an Ordinance Authorizing the Disposal of Computer and Other Electronic Equipment for the Calendar Year 2015					
	Presenter:		Peggy Forster					
Please check appropriate box:								
	Government Operations				Government Services			
	Planning & Development			X	City Council (3-2-2015)			
	Public Hearing							
Estimated Cost:		-		Budgeted:	YES	-	NO	-
If NO, please explain how item will be funded:								
<b>Executive Summary:</b>								
<p>As older computer equipment and miscellaneous peripherals get replaced, the Information Systems Department accumulates a surplus of the unused equipment. This equipment eventually takes up valuable storage space. We have determined that it can be donated or recycled free of charge. Equipment that the Information Systems Department deems appropriate for secondary use can be donated to a number of local organizations that refurbish and redistribute the equipment to under-privileged schools and to learners with disabilities. Equipment that the Information Systems Department deems as non-functional can be recycled via the City of St. Charles Recycling Drop-Off Program.</p> <p>It is the intent for this ordinance to cover all surplus equipment for the calendar year 2015.</p>								
<b>Attachments:</b> (please list)								
Ordinance								
<b>Recommendation / Suggested Action</b> (briefly explain):								
Motion to approve an Ordinance Authorizing the Disposal of Computer and Other Electronic Equipment for the Calendar Year 2015.								
For office use only:		Agenda Item Number: 1B						

**City of St. Charles, Illinois**  
**Ordinance No. 2015-\_\_\_\_\_**

**An Ordinance Authorizing Disposal of Computer and  
Other Electronic Equipment – Calendar Year 2015**

**WHEREAS**, the City of St. Charles is the owner of computer and other electronic equipment that has exhausted its usable life and is obsolete; and

**WHEREAS**, computer and other electronic equipment often contains heavy metals and other hazardous materials that might adversely affect the environment if not disposed of properly. Additionally, such equipment may contain personal, confidential, or legally protected information that, if not erased or destroyed, may lead to inappropriate disclosure, identity theft and liability to the City of St. Charles; and

**WHEREAS**, the City of St. Charles intends to ensure that computer and other electronic equipment disposal is performed in an environmentally friendly and secure manner; and

**WHEREAS**, the City of St. Charles recognizes that non-profit organizations exist to help facilitate the donation of unused computer and other electronic equipment. Such organizations use these donations to provide repurposed equipment to under-privileged schools throughout the State of Illinois and to learners with disabilities; and

**WHEREAS**, the administrative regulations contained herein will apply to any computer equipment or peripheral device that is no longer needed by the City. This includes, but is not limited to, personal computers, servers, hard drives, laptops, tablets, printers, scanners, and portable storage devices; and

**WHEREAS**, in the opinion of at least three-fourths of the Corporate authorities of the City of St. Charles, it is no longer necessary or useful for the City of St. Charles to retain ownership of the computer and other electronic equipment.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois as follows:

1. Pursuant to Illinois Compiled Statutes, 65ILCS 5/11-76-4, the City Council finds that the computer and other electronic equipment now owned by the City of St. Charles is no longer necessary or useful to the City of St. Charles and the best interests of the City of St. Charles will be served by its donation or recycling.
2. Pursuant to said Section 65ILCS 5/11-76-4, the Director of Information Systems is hereby authorized to and may direct the disposal of computer and other electronic equipment by either donating or recycling said computer and other electronic equipment free of charge. The computer and other electronic equipment is to be disposed of “AS-IS” without warranties of any kind. In particular, the City of St. Charles makes no warranties or representations expressed or implied about the

performance ability of the equipment, about its present state of repair, about its condition or maintenance, or its fitness for a particular purpose.

**Presented** to the City Council of the City of St. Charles, Illinois, this \_\_\_\_ day of \_\_\_\_\_, 2015.

**Passed** by the City Council of the City of St. Charles, Illinois, this \_\_\_\_ day of \_\_\_\_\_, 2015.

**Approved** by the Mayor of the City of St. Charles, Illinois, this \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Raymond P. Rogina, Mayor

Attest:

\_\_\_\_\_  
Nancy Garrison, City Clerk

**Council Vote:**

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

Abstain: \_\_\_\_\_