COUNCIL AGENDA REPORT

City of Anaheim
PURCHASING DIVISION

DATE: JUNE 10, 2008
FROM: FINANCE – PURCHASING DIVISION
SUBJECT: AUTHORIZATION TO DONATE USED CELL PHONES TO CHARITABLE ORGANIZATIONS

ATTACHMENT (Y/N): NO ITEM # 30

RECOMMENDATION:

That the City Council, by Motion, authorize the Purchasing Agent to dispose of surplus cell phones no longer used by City departments through donations to charitable organizations who can refurbish them for use by their clients.

DISCUSSION:

Municipal Code Section 1.04.315 authorizes the Purchasing Agent to sell City surplus personal property having a value of $50,000 or less after the responsible Department Head determines that the property is not needed for public use. The Code does not mention or authorize donations, so when a donation of City property is recommended, it must be approved by the City Council.

The City owns a number of mobile cell phones for use by City employees in the course of their work. From time to time, these phones become obsolete and require replacement. There is no significant resale value to these phones, and environmental considerations require disposal through channels that will properly recycle the batteries and other potentially hazardous components contained within the phones.

There are a number of charitable organizations that accept donations of cell phones and refurbish them for distribution and use by their clients who would otherwise not be able to afford a cell phone. Staff is requesting that Council authorize the donation of the City’s obsolete and/or surplus cell phones to eligible organizations that will perform such recycling and re-use services with them. Currently, the City has 60 phones from the Community Services and Community Development departments to dispose of which will be donated to Secure the Call Foundation, a 501(c)3 non-profit organization. Secure the Call Foundation is a coalition of law enforcement agencies and non-profit, community service organizations that provides emergency 911 cell phones to a variety of worthy causes such as domestic violence shelters, senior citizen centers, neighborhood watch groups, and school crossing guards. They provide postage pre-paid envelopes to send in the phones, so there is no cost to the City for the donation.
As other phones are retired, if they are not turned in to the manufacturer for recycling, or traded in as part of the purchase of a new phone, the Purchasing Agent will identify and donate them to charitable organizations that have expressed an interest in receiving them.

**IMPACT ON BUDGET:**

The property being donated has no appreciable market value. There is no impact on the General Fund.

Respectfully submitted,  

Concurred by:

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Carole A. Ayuso  Terry D. Lowe  
Purchasing Agent  Director, Community Services

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Elisa Stipkovich  
Executive Director, Community Development