

# MEMORANDUM

**TO:** Woodland Public Schools Board of Directors

**FROM:** Neil Brinson, Director of Facilities

**DATE:** June 11, 2026

**SUBJECT:** Request for Approval of Surplus Property Sale and Disposal

## Purpose

The purpose of this memorandum is to formally request the Board of Directors' approval to surplus a designated list of district-owned property that has been determined to be no longer necessary for educational or operational purposes. These items have reached the end of their useful life within the district or have been replaced by newer equipment.

## Surplus Sale Details

Pending Board approval, the Facilities Department has scheduled a public surplus sale for July 17, 2026. This sale provides an opportunity for the community to purchase retired equipment, furniture, and vehicles, thereby recovering a portion of the depreciated fair market value for the district.

Following the conclusion of the public sale, the Facilities Department requests authorization to dispose of any remaining items that were not sold. Disposal will be conducted in accordance with district policy and environmental regulations.

## Summary of Surplus Items

The items listed below represent the current surplus inventory as of June 4, 2026.

<b>Location</b>	<b>Storage Area</b>	<b>Description</b>	<b>Quantity</b>	<b>Category</b>
Pole Barn	Outside parking	1976 Ford Club van	1	Auto
HS	Under stadium	8ftx6ft dead lift platforms	3	Equipment
Facilities	Office	Office chair	1	Furniture
MS	Metal shop	V8 engine	2	Car parts
MS	Metal shop	V6 engine	1	Car parts
MS	Metal shop	I-6 engine	1	Car parts
MS	Metal shop	Engine hoist	1	Car equipment
MS	Metal shop	Transmission jack	1	Car equipment
MS	Metal shop	Wheel balancer	1	Car equipment
MS	Metal shop	Brake lathe	1	Car equipment
MS	Metal shop	Dust collector	1	Shop equipment
MS	Metal shop	Commercial ice machine	1	Kitchen equipment
MS	Facility storage	Student desks	50	Furniture

<b>Location</b>	<b>Storage Area</b>	<b>Description</b>	<b>Quantity</b>	<b>Category</b>
MS	Facility storage	Student chairs	(Multiple)	Furniture
MS	Facility storage	4 drawer filing cabinets	(Multiple)	Office furniture
MS	Pole barn	Frontier 6M1072R (Brush hog)	1	Grounds
MS	Pole barn	Woods RD 7200 (Brush hog)	1	Grounds
MS	Pole barn	Land Pride RCR 4548 (Brush hog)	1	Grounds
MS	Pole barn	Bauer water reel	1	Water reel
MS	Pole barn	Water reel	1	Water reel
MS	Pole barn	Spotlyte sprayer	1	Water reel
MS	Pole barn	Ryobi 3100 PSI pressure washer	1	Grounds equipment
MS	Pole barn	Simpson 3000 PSI pressure washer	1	Grounds equipment
MS	Pole barn	Chain link fence	15 rolls	Grounds equipment
MS	Pole barn	Old Honda mower	1	Grounds equipment
NF	Storage Area	Student desks	20+	Furniture

<b>Location</b>	<b>Storage Area</b>	<b>Description</b>	<b>Quantity</b>	<b>Category</b>
NF	Storage Area	Student chairs	20+	Furniture
HS	Culinary	Sewing Machines	11	Equipment
HS	Culinary	Pots/Pans	40	Equipment

## **Recommendation**

It is recommended that the Board of Directors approve the attached surplus list for public sale on July 17, 2026, and authorize the subsequent disposal of any unsold property.

Thank you for your time and consideration of this request.

Respectfully,

Neil Brinson  
Director of Facilities  
Woodland Public School