

Town of Windsor

Memorandum

November 14, 2023

TO: The Honorable Mayor and Town Council
FROM: William G. Saunders, IV, Town Manager WGS/IV
SUBJECT: Declaration of Surplus Property - Resolution

Background

With the recent acquisition of replacement vehicles, several older vehicles can be removed from inventory.

Specifics

The following items have been examined and deemed to no longer be needed by the Town:

1. 2003 Volvo BL70 Backhoe VIN #0406
2. 2014 Dodge Charger Police Interceptor VIN #7953
3. 2017 Chevrolet Tahoe VIN #4563

In this regard, I am enclosing a resolution for your consideration to declare the said items surplus and authorize the Town Manager to see to their disposal per the Town's Surplus Property Policy. These items are to be offered for sale at public auction.

Adoption of the attached resolution declaring the mentioned items surplus is recommended.

Enclosures

Resolution

Recommended Motion

Move that Council adopt the resolution entitled:

A Resolution Declaring Certain Non-fixed Assets Surplus and Approving the Disposal of Said Assets.

RESOLUTION

A Resolution Declaring Certain Non-fixed Assets
Surplus and Approving the Disposal of Said Assets.

WHEREAS, in order to assure that its capital assets are accounted for, tracked, and disposed of properly, the Town Council of the Town of Windsor, Virginia has adopted a capital asset policy and surplus property policy; and

WHEREAS, the surplus property policy requires that Town Council, upon the recommendation of the Town Manager, shall declare all non-fixed assets that are no longer needed or used by the Town as surplus; and

WHEREAS, the Town Manager has examined the below mentioned items and determined that they are no longer needed by the Town; and

WHEREAS, the Police Department and Public Works Department have received replacement vehicles, and these existing vehicles will no longer be needed;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Windsor, Virginia as follows:

Section 1. The Town Council determines that the following items are no longer needed or used by the Town and are declared surplus:

1. 2003 Volvo BL70 Backhoe VIN #0406
2. 2014 Dodge Charger Police Interceptor VIN #7953
3. 2017 Chevrolet Tahoe VIN #4563

Section 2. The Town Manager is hereby authorized to dispose of said vehicles in accordance with Town Policy.

Adopted: November 14, 2023

ATTEST:

Town Clerk