

Town of Windsor

Memorandum

May 12, 2015

TO: The Honorable Mayor and Town Council
FROM: Michael Stallings, Town Manager *MS*
SUBJECT: Surplus Property

As you are aware, Council will consider the purchase of two new police cars with the upcoming budget. As such, we will be disposing of two of our existing vehicles. One of them will remain in service until the new cars arrive. The other has been removed from service due to no longer being functional.

I have attached a resolution that will declare the 2007 Dodge Charger surplus, and will authorize its disposal.

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, 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 surplus; and

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

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. 2007 Dodge Charger VIN # 2B3KA43H37H644680

Section 2. The Town Manager is hereby authorized to dispose of such items in accordance with the Town's surplus property policy.

Adopted:

ATTEST:

Interim Town Clerk