


# Town of Windsor

## Memorandum

October 12, 2021

**TO:** The Honorable Mayor and Town Council

**FROM:** William G. Saunders, IV, Town Manager 

**SUBJECT:** Declaration of Surplus Property - Resolution

### Background

With the purchase of two new police vehicles, several older vehicles can now be disposed of.

### Specifics

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

1. 2012 Dodge Charger Police Interceptor VIN #2855
2. 2014 Dodge Charger Police Interceptor VIN #7952
3. 2008 Ford Explorer VIN #4174

In this regard, I am enclosing a resolution for your consideration that declares the said items to be surplus and authorizes the Town Manager to see to their disposal per the Town's Surplus Property Policy. These items will 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 has received new 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. 2012 Dodge Charger Police Interceptor VIN #2855
2. 2014 Dodge Charger Police Interceptor VIN #7952
3. 2008 Ford Explorer VIN #4174

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

Adopted: October 12, 2021

ATTEST:

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Town Clerk