

Town of Windsor

Memorandum

August 8, 2017

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

As you are aware, we are in the process of purchasing three new police vehicles. We anticipate that these vehicles will be operational by the end of August.

Attached you will find a memorandum from Chief Riddle requesting that the Town Council declare three of his existing vehicles surplus so that we may dispose of them upon acceptance of the three new vehicles.

He is requesting that Council consider donating the 2008 Ford Crown Victoria to the Isle of Wight Sheriff's Department so they can utilize it as a spare vehicle for their fleet.

I am enclosing a resolution that would declare this vehicle as surplus and authorize the Town Manager to dispose of this vehicle in accordance with Town policy, in this case, donation of the vehicle to the Isle of Wight Sheriff's Department.

Recommended Motion

Move that Council adopt the resolution entitled:


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



WINDSOR POLICE DEPARTMENT
56 EAST WINDSOR BOULEVARD, P.O. BOX 307, WINDSOR, VIRGINIA 23487
PHONE: 757.242.6799 FAX: 757.242.0328



To: Michael Stallings, Town Manger

From: Chief R.D. Riddle 

Date: July 27th, 2017

Ref: Surplus Status of old Police Vehicles

Mr. Stallings,

I am requesting that the town declare the following police vehicles as surplus property for disposal:

Vehicle- 0803- 2008 Crown Victoria VIN#: 2FAFP71V78X126979

Vehicle- 1101- 2011 Ford Explorer AWD VIN#: 1FMHK8D88BGA33538

Vehicle- 1102- 2011 Dodge Charger VIN#: 2B3CL1CTXBH583743

It is my recommendation that Vehicles 1001 and 1102 be auctioned off. In regards to Vehicle 0803 the Isle of Wight County Sheriff's Office has expressed an interest in obtaining this vehicle as a spare for their fleet. They are currently short of spare vehicles and are in need of a vehicle. In the past the Town of Windsor has donated older high mileage police vehicles to other agencies in need of vehicles. It would be my recommendation that the town consider donating Vehicle 0803 to the Sheriff's Office.

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; and

WHEREAS, the Police Department will be receiving three new vehicles and these three 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. 2008 Ford Crown Victoria VIN# 2FAFP71V78X126979
2. 2011 Ford Explorer VIN# 1FMHK8D88BGA33538
3. 2011 Dodge Charger VIN# 2B3CL1CTXBH583743

Section 2. The Town Manager is hereby authorized to dispose of said vehicle upon the arrival of its replacement in accordance with Town Policy.

Adopted: August 8, 2017

ATTEST:

Town Clerk