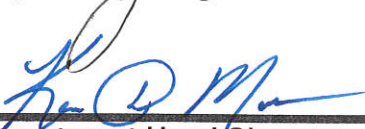


Fixed Asset Disposals Authorization to Declare Surplus	
Date	1/23/2019
Department	Street
Asset Description	1098 New Holland Backhoe
Year Purchased	1999
Serial Number	
Bar Code Number	
Original Value/Cost	
Estimated Current Value	\$ 10,000.00
Requested Method of Disposal (Sale, trash, etc)	Gou Deals



 City Manager Signature



 Department Head Signature

 2-11-19

 Finance Director Signature

Note: If the value of the asset is estimated at \$2500 or more, authorization to be declared surplus must be granted by the **City Council**. If the value is less than \$2500, the **City Manager** can authorize the asset as surplus by signing above. The Finance Director must be notified to remove the asset off of fixed assets properly.

Fixed Asset Disposals Authorization to Declare Surplus	
Date	1/23/2019
Department	Street Opt
Asset Description	Ford Backhoe
Year Purchased	
Serial Number	
Bar Code Number	
Original Value/Cost	
Estimated Current Value	\$ 2,000.00
Requested Method of Disposal (Sale, trash, etc)	Gov Deals



 City Manager Signature



 Department Head Signature

 2-11-19

 Finance Director Signature

Note: If the value of the asset is estimated at \$2500 or more, authorization to be declared surplus must be granted by the **City Council**. If the value is less than \$2500, the **City Manager** can authorize the asset as surplus by signing above. The Finance Director must be notified to remove the asset off of fixed assets properly.