
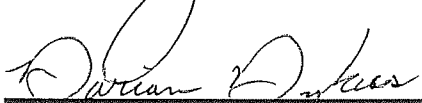


Fixed Asset Disposals Authorization to Declare Surplus


Date	7/25/22
Department	Sewer
Asset Description	310 John Deere Backhoe
Year Purchased	
Serial Number	T0310EX843815
Bar Code Number	1939
Original Value/Cost	
Estimated Current Value	Acad in
Requested Method of Disposal (Sale, trash, etc)	1/1, 000.00



 City Manager Signature



 Department Head Signature

 7-25-22

 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.