

SURPLUS PROPERTY DISPOSAL AUTHORIZATION

Disposal of all Districts surplus and/or other property requires prior written authorization from the Director of Administrative Services as signified by his/her signature below. Disposal of fixed assets require that the Board of Directors declare the item(s) surplus prior to their disposal. Small, miscellaneous, useless, and valueless items do not require approval.

FIXED ASSET: (Check one)

Yes

No

DESCRIPTION OF PROPERTY:

New Holland model 308 manure spreader, purchased prior to 1993. District Use: This equipment was purchased to spread stabilized bio solids onto District ranches.

EXPLANATION JUSTIFYING SURPLUS STATUS:

The moisture content of bio solids proved too high for this spreader to function properly. The District does not currently have, nor is it projected to have, a use for this piece of equipment.

ESTIMATE OF SURPLUS VALUE AND METHOD USED TO DETERMINE:

Based on internet research and the current condition of this piece of equipment, the value at auction is estimated to be less than \$2,500.

 William J. Muehle 11/11/2018
Employee Completing Form – Sign, Print Name, Date

Approved by:

If fixed asset, approved by:


DASD

Date

11/2/18

Board Chair

Date