

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:

Vehicle #163 –2003 Ford Ranger, 82,100 miles. District Use: Used by Plant personnel to service and maintain District facilities, including geographically separated lift/pump stations.

EXPLANATION JUSTIFYING SURPLUS STATUS:

Through evaluation in the District's vehicle replacement program and analysis, it has been determined that Vehicle #163 has reached the end of its useful life. The vehicle is in poor mechanical condition and needs a four wheel brake job. The Napa Ford preliminary estimate to repair the brakes as over \$1200. This vehicle will tentatively be replaced with a regular cab Ford F-150.

ESTIMATE OF SURPLUS VALUE AND METHOD USED TO DETERMINE:

The estimated value of this vehicle based on Kelly Blue Book, and factoring in its current mechanical condition, is less than \$1,200 at auction.

 William T McWhir J 12/27/18
Employee Completing Form – Sign, Print Name, Date

Approved by:

If fixed asset, approved by:


DAS/CFO
12/31/18
Date

Board Chair Date