



PURCHASING DEPARTMENT
Memorandum

To: Board of Public Works & Safety

From: Dave Payne, Purchasing Manager

Date: March 5, 2019

Subject: Declaration of Worthless Property

Worthless Property

The Lafayette Water Department is requesting the item listed below be declared as worthless property. This item is beyond repair and will be traded in on a replacement copier.

Item	Model	Serial Number	City Asset #
2010 Sharp multi-function printer	MX-2600N	05503481	0000027

A motion has been made and seconded to declare the aforementioned items as worthless property.

All of which is approved this 12th day of March, 2019 by the Board of Public Works & Safety.

Gary Henriott, President

Cindy Murray, Member

Ron Shriner, Member

Norm Childress, Member

ATTEST:

Amy Moulton, Member

Mindy Miller, 1st Deputy Clerk

Dated: _____, 2019