



PURCHASING DEPARTMENT
Memorandum

To: Board of Public Works & Safety

From: Dave Payne, Purchasing Manager

Date: March 20, 2019

Subject: Declaration of Surplus Property

Surplus Property

The Office of the City Clerk is requesting the items listed below be declared as surplus property. The item will be sold.

<u>Description</u>	<u>Serial #</u>
Apollo 15000 Series Overhead Projector	99041491

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

All of which is approved this 26th 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