



## ADMINISTRATIVE MEMORANDUM

**DATE:** September 20, 2018  
**TO:** Board of Fire Commissioners  
**FROM:** Deputy Chief Robert Bounds *(Signature)*  
**RE:** Surplus Fixed Assets for 09/20/2018

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After our annual review of fixed assets, we have several items that need to be surplus. See the attached spreadsheet for detail information.

Class/Description	Cost	Net Book Value	Reason
Buildings	\$ 4,379.48	\$ 3,503.64	Replaced card system
Computers	\$ 30,244.17	\$ 0.00	Obsolete/broken
Furniture	\$ 1,810.20	\$ 392.07	Broken/Replaced
Radios	\$112,331.47	\$ 0.00	Traded in/sold with veh.
Rescue Equipment	\$ 47,785.00	\$ 0.00	Sold w/veh or broken
Staff Vehicles	\$ 1,926.19	\$ 0.00	Obsolete/maint issues
<b>Total</b>	<b>\$198,476.19</b>	<b>\$ 3,895.71</b>	

We respectfully request your approval of the surplus of these items so that we may dispose of them.

**Fixed Asset Surplus  
September 20, 2018**

Asset ID	Asset Class ID	Asset Description	Acquisition Date	Acquisition Cost	Accumulated		Reason
					Depreciation	Net Book	
000831	BUILDINGS	Data Room Card Reader	11/17/2009	\$1,094.87	\$218.96	\$875.91	Replaced system - No longer needed
000832	BUILDINGS	Data Room Card Reader	11/17/2009	\$1,094.87	\$218.96	\$875.91	Replaced system - No longer needed
000833	BUILDINGS	Data Room Card Reader	11/17/2009	\$1,094.87	\$218.96	\$875.91	Replaced system - No longer needed
000834	BUILDINGS	Data Room Card Reader	11/17/2009	\$1,094.87	\$218.96	\$875.91	Replaced system - No longer needed
<b>BUILDINGS</b>				<b>\$4,379.48</b>	<b>\$875.84</b>	<b>\$3,503.64</b>	
000531	COMPUTERS	Admin Security System	8/2/2005	\$16,974.96	\$16,974.96	\$0.00	Obsolete
000551	COMPUTERS	Filemaker Pro Server Edition Software	1/11/2005	\$5,481.00	\$5,481.00	\$0.00	Not eligible for Fixed Assets (software)
000605	COMPUTERS	Security System for Station 2 (Cards)	2/3/2006	\$6,192.61	\$6,192.61	\$0.00	Card system replaced
000958	COMPUTERS	APC Smart UPS 2200 LCD Battery Backup	12/15/2011	\$1,095.60	\$1,095.60	\$0.00	Broken
001092	COMPUTERS	Kyocera FS-1320D Printer	11/14/2012	\$500.00	\$500.00	\$0.00	Broken
<b>COMPUTERS</b>				<b>\$30,244.17</b>	<b>\$30,244.17</b>	<b>\$0.00</b>	
000807	FURNITURE	Micro Cassette Recorder	2/12/2009	\$1,341.20	\$1,207.08	\$134.12	Replaced with digital recorder
000962	FURNITURE	JVC 46" Television	7/24/2013	\$469.00	\$211.05	\$257.95	Broken
<b>FURNITURE</b>				<b>\$1,810.20</b>	<b>\$1,418.13</b>	<b>\$392.07</b>	
000337	RADIOS	Radio/Mobile	12/10/1999	\$2,992.50	\$2,992.50	\$0.00	Traded in
000339	RADIOS	Radio/Mobile	8/1/2000	\$3,142.50	\$3,142.50	\$0.00	Traded in
000343	RADIOS	Radio/Mobile	8/1/2000	\$3,142.50	\$3,142.50	\$0.00	Traded in
000345	RADIOS	Radio/Mobile	10/2/2000	\$2,992.50	\$2,992.50	\$0.00	Traded in
000346	RADIOS	Radio/Mobile	4/2/2001	\$3,242.50	\$3,242.50	\$0.00	Traded in
000357	RADIOS	Radio/Portable 700PI Jaguar	6/1/2002	\$2,601.69	\$2,601.69	\$0.00	Replaced/upgraded
000370	RADIOS	Radio/Truck	12/2/2003	\$1,965.00	\$1,965.00	\$0.00	Traded in
000371	RADIOS	Radio/Truck	12/2/2003	\$1,965.00	\$1,965.00	\$0.00	Traded in
000372	RADIOS	Radio/Truck	12/2/2003	\$1,965.00	\$1,965.00	\$0.00	Traded in
000373	RADIOS	Radio/Tim's Truck	12/2/2003	\$1,965.00	\$1,965.00	\$0.00	Traded in
000375	RADIOS	Radio/Radio	9/28/2004	\$2,895.00	\$2,895.00	\$0.00	Traded in
000376	RADIOS	Radio	9/28/2004	\$2,895.00	\$2,895.00	\$0.00	Traded in
000380	RADIOS	Fire Com System/New Engine	9/28/2004	\$2,764.25	\$2,764.25	\$0.00	Sold with Engine
000382	RADIOS	Fire Com System/New Engine	9/28/2004	\$2,764.25	\$2,764.25	\$0.00	Sold with Engine
000384	RADIOS	Radio & Equipment/BC Truck	11/6/2003	\$2,592.50	\$2,592.50	\$0.00	Traded in
000387	RADIOS	Radio/Mobile	10/1/2003	\$2,592.50	\$2,592.50	\$0.00	Traded in
000489	RADIOS	Jaguar Radios/Replace MPA's	3/29/2005	\$17,007.20	\$17,007.20	\$0.00	Radios replaced
000587	RADIOS	First In Alerting System/Station 5	5/11/2006	\$29,421.28	\$29,421.28	\$0.00	Damaged by lightning
000624	RADIOS	Portables & Misc.	1/19/2007	\$23,425.30	\$23,425.30	\$0.00	Traded in
<b>RADIOS</b>				<b>\$112,331.47</b>	<b>\$112,331.47</b>	<b>\$0.00</b>	

**Fixed Asset Surplus  
September 20, 2018**

Asset ID	Asset Class ID	Asset Description	Acquisition Date	Acquisition Cost	Accumulated Depreciation	Net Book	Reason
000258	RESCUE EQUIP	Mounting Brackets/Engine	7/23/2004	\$2,000.00	\$2,000.00	\$0.00	Sold with Engine
000264	RESCUE EQUIP	Mounting Brackets/Engine	7/23/2004	\$2,000.00	\$2,000.00	\$0.00	Sold with Engine
000269	RESCUE EQUIP	Lights & Sirens	12/10/2003	\$1,998.00	\$1,998.00	\$0.00	Sold with Engine
000274	RESCUE EQUIP	No Smoke Diesel Filters	9/28/2004	\$9,000.00	\$9,000.00	\$0.00	Sold with Engine
000279	RESCUE EQUIP	Hi-Vol 230v Electric Duo Pump	6/22/2004	\$6,772.00	\$6,772.00	\$0.00	Sold with Engine
000294	RESCUE EQUIP	No Smoke Diesel Filters	9/28/2004	\$9,000.00	\$9,000.00	\$0.00	Sold with Engine
000298	RESCUE EQUIP	Hi-Vol 230v Electric Duo Pump	6/22/2004	\$6,772.00	\$6,772.00	\$0.00	Sold with Engine
000304	RESCUE EQUIP	Reel Homatro	6/22/2004	\$2,760.00	\$2,760.00	\$0.00	Sold with Engine
000511	RESCUE EQUIP	Fog machine for Training	3/1/2005	\$1,023.00	\$1,023.00	\$0.00	Broken
000512	RESCUE EQUIP	6 gated intakes for engines	5/19/2005	\$4,500.00	\$4,500.00	\$0.00	Sold with Engine
000933	RESCUE EQUIP	AED Lifepak 1000	7/24/2012	\$1,960.00	\$1,960.00	\$0.00	Broken
<b>RESCUE EQUIPMENT</b>				<b>\$47,785.00</b>	<b>\$47,785.00</b>	<b>\$0.00</b>	
000556	STAFF VEHICLES	Strobe light kit for C-12	11/8/2005	\$923.00	\$923.00	\$0.00	Obsolete
000035	STAFF VEHICLES	2004 GMC Yukon 4WD SLT	1/2/2004	\$42,293.70	\$42,293.70	\$0.00	Excessive Maintenance Cost
000626	STAFF VEHICLES	2007 Yukon 4x4	10/23/2006	(\$41,290.51)	(\$41,290.51)	\$0.00	Removed 3/15/18 in error
<b>STAFF VEHICLES</b>				<b>\$1,926.19</b>	<b>\$1,926.19</b>	<b>\$0.00</b>	
<b>Total Surplus</b>				<b>\$198,476.51</b>	<b>\$194,580.80</b>	<b>\$3,895.71</b>	