



ADMINISTRATIVE  
MEMORANDUM

**DATE:** May 16, 2019  
**TO:** Board of Fire Commissioners  
**FROM:** Deputy Chief Robert Bounds *(Signature)*  
**RE:** Surplus Fixed Assets for 05/16/2019

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After our annual review of fixed assets, we have some equipment that needs to be surplused.

<b>Class/Description</b>	<b>Cost</b>	<b>Net Book Value</b>	<b>Reason</b>
Rescue Equipment	\$ 19,600.00	\$ 00.00	Exceeded useful life/damaged
Furniture	\$ 2,442.76	\$ 00.00	Exceeded useful life/damaged
<b>Total</b>	<b>\$ 22,042.76</b>	<b>\$ 00.00</b>	

We respectfully request your approval of the surplus of these items.

**Fixed Asset Surplus  
May 16, 2019**

Asset ID	Asset Class ID	Asset Description	Acquisition Date	Acquisition Cost	Accumulated		Reason
					Depreciation	Net Book	
000934	Rescue Equipment	AED Lifepak 1000	7/24/2012	\$1,960.00	\$1,960.00	\$0.00	Exceeded useful life/damaged
000935	Rescue Equipment	AED Lifepak 1000	7/24/2012	\$1,960.00	\$1,960.00	\$0.00	Exceeded useful life/damaged
000936	Rescue Equipment	AED Lifepak 1000	7/24/2012	\$1,960.00	\$1,960.00	\$0.00	Exceeded useful life/damaged
000937	Rescue Equipment	AED Lifepak 1000	7/24/2012	\$1,960.00	\$1,960.00	\$0.00	Exceeded useful life/damaged
000938	Rescue Equipment	AED Lifepak 1000	7/24/2012	\$1,960.00	\$1,960.00	\$0.00	Exceeded useful life/damaged
000939	Rescue Equipment	AED Lifepak 1000	7/24/2012	\$1,960.00	\$1,960.00	\$0.00	Exceeded useful life/damaged
000940	Rescue Equipment	AED Lifepak 1000	7/24/2012	\$1,960.00	\$1,960.00	\$0.00	Exceeded useful life/damaged
000941	Rescue Equipment	AED Lifepak 1000	7/24/2012	\$1,960.00	\$1,960.00	\$0.00	Exceeded useful life/damaged
000942	Rescue Equipment	AED Lifepak 1000	7/24/2012	\$1,960.00	\$1,960.00	\$0.00	Exceeded useful life/damaged
000943	Rescue Equipment	AED Lifepak 1000	7/24/2012	\$1,960.00	\$1,960.00	\$0.00	Exceeded useful life/damaged
<b>RESCUE EQUIP</b>				<b>\$19,600.00</b>	<b>\$19,600.00</b>	<b>\$0.00</b>	
000510	Furniture	Ice Machine	3/1/2005	\$1,677.95	\$1,677.95	\$0.00	Exceeded useful life/damaged
000596	Furniture	Range for Station 2	7/21/2006	\$764.81	\$764.81	\$0.00	Exceeded useful life/damaged
<b>FURNITURE</b>				<b>\$2,442.76</b>	<b>\$764.81</b>	<b>\$0.00</b>	
<b>Total Surplus</b>				<b>\$22,042.76</b>	<b>\$20,364.81</b>	<b>\$0.00</b>	