




**ADMINISTRATIVE
MEMORANDUM**

DATE: November 17, 2022
TO: Board of Fire Commissioners
FROM: Chief Robert Bounds 
RE: Surplus Fixed Asset for 11/17/2022

After a review of fixed assets, we have the several that need to be surplusd. See the attached spreadsheet for detail information.

Class/Description	Cost	Net Book Value	Reason
Rescue Equipment	\$ 29,858.00	\$.00	Trade In
Total	\$29,858.00	\$.00	

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

**Fixed Asset Surplus
November 17, 2022**

Asset ID	Asset Class ID	Asset Description	Acquisition Date	Acquisition Cost	Accumulated Depreciation	Net Book
000676	RESCUE EQUIP	Cascade	11/6/2007	\$29,858.00	\$29,858.00	\$0.00
TOTAL RESCUE EQUIPMENT				\$29,858.00	\$29,858.00	\$0.00