

Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

Telephone (561) 747-5700 • Fax (561) 747-9929 • www.loxahatcheeriver.org



D. Albrey Arrington, Ph.D., Executive Director

MEMORANDUM

TO: GOVERNING BOARD

FROM: KARA PETERSON

DATE: JULY 15, 2016

SUBJECT: DISPOSAL OF FIXED ASSETS

Whenever the District disposes of furniture, equipment or other fixed assets which are worn out or no longer of use, we are required by Florida Statutes to bring the matter to the attention of the governing body. Therefore, consistent with our procedures, I request your authorization to dispose of the items listed below:

<u>Tag #</u>	<u>F/A #</u>	<u>Description</u>	<u>Date Recorded</u>	<u>Acquired Value</u>	<u>Book Value</u>
2517	OE254	Konica-Minolta Bizhub 350 Copier	09/30/10	\$ 4,304.00	\$ -
Total Assets to be Disposed				\$ 4,304.00	\$ -

If you have any questions, please feel free to contact me.

I offer the following motion for your consideration:

“THAT THE GOVERNING BOARD authorize the Executive Director to dispose of the property listed in the schedule above. The fixed assets have no book value.”

Stephen B. Rockoff
Board Member

Dr. Matt H. Rostock
Board Member

Gordon M. Boggie
Chairman

Harvey M. Silverman
Board Member

James D. Snyder
Board Member