

CITY OF NORTH PORT  
PROPERTY DISPOSAL FORM



Department Submitted By: CMO/IT

Date: 06/16/2022

Overthreshold Item(s)

Underthreshold Item(s)

ITEM DESCRIPTION					SELECT ONE REASON FOR DISPOSAL(X)						SELECT ONE METHOD OF DISPOSAL(X)				
ITEM YEAR	HTE Item Description (Make, Model, Serial, Vint#, Mileage)	DATE OF PURCHASE/ COST	CITY/PERIPHERAL ID NUMBER	CURRENT ITEM CONDITION	OBSOLETE	LOST/ STOLEN	SCRAP	SURPLUS AUCTION/DO NATION	TRADED IN	PER REPLACEMENT POLICY	AUCTION	DONATION	SCRAP	STOLEN/LOST	TRADED IN
2010	Switch, Cisco Catalyst 6500		08507/08901	Working				X			X				
2009	Software, Tokay		08158/08723	Broken	X								X		
2015	SOFTWARE, LEGAL FILES SERVER (Under threshold)		010983/10206	Broken	X								X		

Per the Code of the City of North Port, Florida (Chapter 55 Section 10-D):  
Assets with an original purchase value greater than the threshold limit set forth in Chapter 274.02 (1), Florida Statutes, must receive City Commission approval for disposal and then may be disposed of (BY PURCHASING) in an appropriate fashion.

By signing this form, I attest that due diligence has been performed and proper procedures have been followed as outlined in the Code of the City of North Port, Florida (Chapter 55 Section 10-D) prior to this/these disposal(s). I accept full responsibility for this action.

[Signature] 6/16/22  
DEPARTMENT DIRECTOR DATE

[Signature] 6/16/22  
FIXED ASSET CUSTODIAN DATE



By signing this form, I attest that the required information necessary for the proper disposal of said asset(s) has been received.

Kimberly Williams Digitally signed by Kimberly Williams  
Date: 2022.07.11 15:12:43 -04'00'

\_\_\_\_\_  
FINANCE DIRECTOR DATE

\_\_\_\_\_  
CITY MANAGER DATE