

CITY OF NORTH PORT
PROPERTY DISPOSAL FORM

Department Submitted By: City Clerks / Becky Frost

Date: 06/14/2021



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, Vln#, 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
2016	Software, Web Simple Records Manager	8/3/2016	10309/11239	poor	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.

Nia Thomas 06/21/21
DEPARTMENT DIRECTOR DATE

Jamara Oliver 3-23-22
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 3/23/22
FINANCE DIRECTOR DATE

CITY MANAGER DATE