



AGENDA REQUEST

TO: Mayor and City Council
FROM: Kim Hanna, CFO/City Clerk
DATE: August, 30, 2023
SUBJECT: IN THE MATTER OF SURPLUS OF FIXED ASSETS TO RETURN TO
VENDOR FOR CREDIT **KH**

Request:

I am requesting permission to surplus the items listed below for credit: The items are no longer working.

ASSET 4523	IPAD	NO LONGER WORKING	BARCODE#15892
ASSET 4821	IPAD	NO LONGER WORKING	BARCODE#15979
ASSET 5199	IPAD	NO LONGER WORKING	BARCODE#16469

Thank you for your attention in this matter.