

# Disposal of Vehicles, furnishings and equipment Regulation

## 3530-10 | Disposal of Vehicles, furnishings and equipment Regulation

Date Approved: March 01 2021

Date Amended: July 01 2016

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This regulation is for the disposition of vehicles, furnishings and equipment.

1. The District will ordinarily attempt to sell vehicles, furnishings and equipment surplus to its needs at fair market value.
2. The District may donate vehicles, furnishings and equipment to recognized non profit organizations or to other government bodies.
3. The Director of Operations will be consulted to determine if the vehicles, furnishings and equipment would be of value to another District building.
4. For vehicles, furnishings and equipment with an anticipated residual value equal or greater than \$1,000.00 the District will advertise requests for sealed bids.
5. For vehicles, furnishings and equipment with an anticipated residual value less than \$1,000.00 the method of disposal shall be determined by the Secretary Treasurer. The District will minimize costs related with asset disposition.
6. Public auctions and garage sales are acceptable processes for the sale of vehicles, furnishings and equipment.
7. In the event that vehicles, furnishings and equipment cannot be sold or donated, the District will first look to recycle the assets. Where recycling options are not practical the District will dispose of the assets in the landfill.