

RESOLUTION NO. 2010-32

A RESOLUTION OF THE TOWN OF GARFIELD, WASHINGTON, adopting written policies and procedures to record and track Small and Attractive Assets.

WHEREAS the Town Council of the Town of Garfield has determined it is necessary and in the best interest of the Town to adopt written policy guidelines for Small and Attractive Assets.

NOW THEREFORE BE IT HEREBY RESOLVED THAT THE TOWN COUNCIL FOR THE TOWN OF GARFIELD, WASHINGTON does hereby establish that all machinery and equipment valued at greater than \$500 shall be inventoried by each town department head through a written system, tracking new purchases, retired items and any missing items with an explanation given for any item missing.

BE IT FURTHER RESOLVED THAT this written tracking system of Small and Attractive Assets be in place by March 31, 2011, and a general update completed each December thereafter.

PASSED BY THE TOWN COUNCIL THIS 15TH DAY OF DECEMBER, 2010.

TOWN COUNCIL:

APPROVED:

Jarrod Pfaff, Mayor

ATTEST: _____
Annie Pillers, Clerk/Treasurer