

RESOLUTION NO. 328-12

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

WHEREAS the Town Council of the Town of Farmington 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 FARMINGTON, 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 June 1, 2012, and a general update completed each December thereafter.

PASSED BY THE TOWN COUNCIL THIS 20TH DAY OF March, 2012.

TOWN COUNCIL:

Diana R. Sawley

David Baker

Noeen D. Ewing

APPROVED:

[Signature]

MAYOR

ATTEST: *Barbara Dial-Flomer*

Barbara Dial-Flomer, Clerk/Treasurer