

AGENDA ITEM # 17

March 11, 1997

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Consider approving the transfer of the following fixed asset from Constable Precinct #4 to Constable, Precinct #1:

(1) 3-Drawer Filing Cabinet A107663

Moved: Commissioner Boatright

Seconded: Commissioner Mehevec

Motion: To approve the transfer of the following fixed asset from Constable Precinct #4 to Constable, Precinct #1:

(1) 3-Drawer Filing Cabinet A107663

Vote: Motion carried 3 - 0

< Clerk copy here >

CHANGE OF FIXED ASSET STATUS

DATE 02/27/97

THE FOLLOWING FIXED ASSET IS TO BE: (Circle One)

TRANSFERRED

SOLD

DISPOSED

FIXED ASSET

Quantity	Description	Model	Serial #
1	3 DRAWER FILING CABINET	STEELWORKS	A107663

FROM (Transferor): CONSTABLE, Pct #4

TO (Transferee): CONSTABLE, Pct #1

The Transferor requests that this fixed asset be removed from the inventory for his/her office and placed in the inventory for the Transferee's office as of the date shown above.

MR. R. B. Boatright Pct #4  
Transferor - Elected Official/Department Head

John C. Dwyer Constable Pct #1  
Transferee - Elected Official/Department Head

approved 3-11-97  
John C. Dwyer

AGENDA ITEM # 18

March 11, 1997

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Consider approving the transfer of the following fixed asset from Auditor to Maintenance:

(1) L-Shaped cabinet-wood A106885

Moved: Commissioner Boatright

Seconded: Commissioner Mehevec

Motion: To approve the transfer of the following fixed asset from Auditor to Maintenance:

(1) L-Shaped cabinet-wood A106885

Vote: Motion carried 3 - 0

< Clerk copy here >

# CHANGE OF FIXED ASSET STATUS

DATE March 6, 1997

THE FOLLOWING FIXED ASSET IS TO BE: (Circle One)

TRANSFERRED

SOLD

DISPOSED

## FIXED ASSET

Quantity	Description	Model	Serial #
<u>1</u>	<u>L-shaped cabinet - wood</u>		<u>A106885</u>

FROM (Transferor): Auditor

TO (Transferee): Maintenance

The Transferor requests that this fixed asset be removed from the inventory for his/her office and placed in the inventory for the Transferee's office as of the date shown above.

[Signature]  
Transferor - Elected Official/Department Head

approved 3-11-97  
John C. Daefler

[Signature]  
Transferee - Elected Official/Department Head