

AGENDA ITEM # 16

October 7, 1997

Consider approving the selling of the following fixed assets from District Courts:

(1) EP8600 Minolta copier 610354

Moved: Commissioner Hays

Seconded: Commissioner Boatright

Motion: To approve District Courts sale of one (1) EP8600 Minolta copier (610354).

Vote: Motion carried 3 - 0 with Commissioner Heiligenstein absent from the dais.
< Clerk copy here >

CHANGE OF FIXED ASSET STATUS

DATE 9-17-97

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

TRANSFERRED

SOLD

Next Auction

DISPOSED

FIXED ASSET

Quantity	Description	Model	Serial #
1	EP 8600 minolta copier		610354

FROM (Transferor): (435) District Courts

TO (Transferee): MAINTENANCE (509) for Auction

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 10-7-97
John C. Dwyer

[Signature]
Transferee - Elected Official/Department Head

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AGENDA ITEM # 17

October 7, 1997

Consider approving the transfer of the following fixed assets from Justice of the Peace #3 to Sheriff's Office:

(1) Computer Desk A110557

Moved: Commissioner Hays

Seconded: Commissioner Boatright

Motion: To approve the transfer of one (1) computer desk (A110557) from Justice of the Peace #3 to Sheriff's Office.

Vote: Motion carried 3 - 0 with Commissioner Heiligenstein absent from the dais.

< Clerk copy here >

CHANGE OF FIXED ASSET STATUS

DATE September 18, 1997

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

TRANSFERRED

SOLD

DISPOSED

FIXED ASSET

<u>Quantity</u>	<u>Description</u>	<u>Model</u>	<u>Serial #</u>
1	Computer Desk, Medium Oak Top	A110557	

FROM (Transferor): Jimmy Bitz, Justice of The Peace, Pct. #3

TO (Transferee): Ed Richards, Sheriff (C.I.D. Department)

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.

Jimmy Bitz
Transferor - Elected Official/Department Head

Ed Richards
Transferee - Elected Official/Department Head

approved 10-7-97
John C. Daefler