

AGENDA ITEM # 38February 24, 1998*Consider approving selling of the following fixed assets at next auction from Constable Pct. #2:

(1)	Typewriter	IBM	A108628
(1)	File Cabinet		A101787
(1)	File Cabinet		A107762
(1)	Copier	Minolta	A102816
(1)	Green Chair		A101683
(1)	Desk		A107759
(1)	Telephone	ITT	A107765
(1)	Telephone	Western Electric	

Moved: Commissioner Heiligenstein

Seconded: Commissioner Hays

Motion: To approve selling of the following fixed assets at next auction from Constable Pct. #2

(1)	Typewriter	IBM	A108628
(1)	File Cabinet		A101787
(1)	File Cabinet		A107762
(1)	Copier	Minolta	A102816
(1)	Green Chair		A101683
(1)	Desk		A107759
(1)	Telephone	ITT	A107765
(1)	Telephone	Western Electric	

Vote: Motion carried 4 - 0

< Clerk copy here >

38

CHANGE OF FIXED ASSET STATUS

DATE 02-16-98

THE FOLLOWING FIXED ASSET IS TO BE: (CIRCLE ONE)

TRANSFERRED

SOLD

at next auction

~~DISPOSED~~

FIXED ASSET

Quantity:	Description	Model	Color	Serial #
1EA.	TYPEWRITER	IBM	BLK	A108628
1EA.	FILE CABINET	YELLOW/LEGAL		A101787
1EA.	FILE CABINET	BLK/LEGAL		A107762
1EA	COPIER	MINOLTA		A102816
1EA	GREEN CHAIR			A101683
1EA	DESK	BRN/WOOD		A107759

FROM: (Transferor): CONSTABLE PCT 2TO: (Transferee): BUILDING MAINTANCE

The Transferor requests that this fixed asset to 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.

OK
MA 2/24/98

JIM WILSON CONSTABLE PCT 2

Transferor - Elected Official / Department Head

WAYNE BENEDICT

Transferee - Elected Official / Department Head

104

AGENDA ITEM # 39

February 24, 1998

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Consider approving transfer of the following fixed assets from Constable Pct. #2 to Maintenance:

(2) Icom Charger	07137, 07145	A104077, A101688
(2) Icom Radio	02601	A104075, A107738

Moved: Commissioner Heiligenstein

Seconded: Commissioner Hays

Motion: To approve transfer of the following fixed assets from Constable Pct. #2 to Maintenance:

(2) Icom Charger	07137, 07145	A104077, A101688
(2) Icom Radio	02601	A104075, A107738

Vote: Motion carried 4 - 0

< Clerk copy here >

CHANGE OF FIXED ASSET STATUS

DATE 02-16-98

THE FOLLOWING FIXED ASSET IS TO BE: (CIRCLE ONE)

TRANSFERRED

SOLD

DISPOSED

- at next auction

FIXED ASSET

Quantity:	Description	Model	Serial #
1 EA.	ICOM CHARGER	B/C A104077	07137
1 EA.	ICOM CHARGER	B/C A101688	07145
1 EA.	ICOM RADIO	A104075	02601
1 EA.	ICOM RADIO	A107738	NONE
1 EA.	TELEPHONE	ITT	A107765
1 EA.	TELEPHONE	WESTERN ELECTRIC	NONE

FROM: (Transferor): CONSTABLE PCT 2

TO: (Transferee): BUILDING MAINTENANCE

The Transferor requests that this fixed asset to 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.

OK
MD 2/24/98

JIM WILSON

Transferor - Elected Official / Department Head

WAYNE BENEDICT

Transferee - Elected Official / Department Head