

AGENDA ITEM #7

Consider approving sale at auction of the following fixed assets from Human Resources:

- (1) Keyboard A109854
- (1) Mouse Plus serial #5000014
- (2) King Cord Cables
- (1) Computer A109852
- (1) ADC Monitor A109855
- (1) Northern Telecom Telephone A106108

Moved: Commissioner Hays

Seconded: Commissioner Heiligenstein

Motion To approve sale at auction of fixed assets from Human Resources Department.

- (1) Keyboard A109854
- (1) Mouse Plus serial #5000014
- (2) King Cord Cables
- (1) Computer A109852
- (1) ADC Monitor A109855
- (1) Northern Telecom Telephone A106108

Vote Motion carried 5 - 0

<Clerk copy here>

CHANGE OF FIXED ASSET STATUS

DATE 1-14-00

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

TRANSFERRED

SOLD AT NEXT AUCTION

DISPOSED

FIXED ASSET

Quantity	Description	Model	Serial #
<u>1</u>	<u>WM.CO. # A109854 - KEY BOARD</u>		
<u>1</u>	<u>MOUSE PLUS</u>		<u>5000014</u>
<u>2</u>	<u>CABLES - KING - CORD</u>	<u>KC-003</u>	
<u>1</u>	<u>COMPUTER - WM.CO. # A109852</u>		
<u>1</u>	<u>ADC MONITOR - WM.CO. # A109855</u>		
<u>1</u>	<u>NORTHERN TELECOM TELEPHONE WM.CO. # A106108</u>		

FROM (Transferor): HUMAN RESOURCES

TO (Transferee): _____

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 1-25-00
John C. Sanflor

Transferee - Elected Official/Department Head

[Signature]

AGENDA ITEM #8

Consider approving sale at auction of the following fixed asset from Unified Road System.

(1) Filing Cabinet A106482

Moved: Commissioner Hays

Seconded: Commissioner Heiligenstein

Motion To approve sale at auction of fixed asset from Unified Road System:

(1) Filing Cabinet A106482

Vote: Motion carried 5 - 0

<Clerk copy here>

01/11/00 15:09 FAX

#8 2002

CHANGE OF FIXED ASSET STATUS

DATE 1-12-2000

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>
<u>1</u>	<u>Filing Cabinet</u>	<u>WCA106482</u>	

FROM (Transferor): currently in Maintenance Storage for auction

TO (Transferee): My Bureau

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.

Transferor - Elected Official/Department Head

My Bureau
Transferee - Elected Official/Department Head

Approved 1-25-00
John C. Doepler

PL