

**AGENDA ITEM #8.**

Consider approving transfer of the following fixed asset from auction surplus to Commissioner, Precinct. 3.

(1) 4 drawer file cabinet A 104496

Moved. **Commissioner Boatright**

Seconded: **Judge Doerfler**

Motion. To approve the transfer of the following fixed asset from auction surplus to Commissioner, Precinct 3:

(1) 4 drawer file cabinet A 104496

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

< Clerk copy here >

02/25/00 17:54 COMM. D. HAYS + 99431567

NO. 649 002

0002

**RECORDERS MEMORANDUM**

All or parts of the text on this page was not clearly legible for satisfactory recordation.

**CHANGE OF FIXED ASSET STATUS**

DATE Feb 25, 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>4 drawer file cabinet</u>	<u>Tag</u>	<u>A104496</u>

FROM (Transferor):

TO (Transferee):

Commissioner Precinct #3

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.

David S. Hays  
Transferor - Elected Official/Department Head

David S. Hays  
Transferee - Elected Official/Department Head

approved 3-7-00  
John C. Doerfler

MD