

AGENDA ITEM 7

Consider approving transfer of the following fixed assets from Tax Office to ITS:

- 1) Gateway 2000 CPU 3989935
- 1) Gateway Monitor
- 1) Gateway Keyboard

Moved: **Commissioner Heiligenstein**

Seconded: **Commissioner Limmer**

Motion: To approve transfer of the following fixed assets from Tax Office to ITS:

- 1) Gateway 2000 CPU 3989935
- 1) Gateway Monitor
- 1) Gateway Keyboard

Vote: 5 - 0

< Attachment >

Change of Fixed Asset Status

Date: 9/5/01

The following Fixed Asset is to be: (Circle One)

Transferred

Sold

Disposed

| <i>Asset ID</i> | Fixed Asset | Quantity | Description | Model | Serial # |
|-----------------|-------------|----------|-----------------------|--------|----------|
| A108578 | 1 | | Gateway 2000 CPU | P5-133 | 3989935 |
| - | 1 | ✓ | ✓ Monitor Vivitron 15 | | 8254083 |
| A108581 | 1 | ✓ | ✓ Keyboard | | 08420165 |
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| | | | | | |

From (Transferor): Property Tax Office - G. Morris

To (Transferee): Information Technology - O. Confal

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

[Signature]
Transferee - Elected Official/Department Head

approved 10-2-01
John C. Daehler