

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

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