

## **AGENDA ITEM 9**

Consider transferring 13 rolling chairs from District Attorney to Maintenance.

**Moved: Commissioner Boatright**

**Seconded: Commissioner Heiligenstein**

**Motion: To approve transfer of 13 rolling chairs from District Attorney to Maintenance.**

**Vote: 5 - 0**

< Attachment >

## CHANGE OF FIXED ASSET STATUS

DATE: 9-25-02

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

**TRANSFERRED**

**SOLD**

**DISPOSED**

2) See note  
XFR TO  
AGENT.

**FIXED ASSET**

Quantity:	Description:	Model:	Serial#
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13 Blue cloth, rolling chairs

**FROM (Transferor):** District Attorney's Office, Department 440

TO (Transferee): *Facilities Maintenance*

**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.**

Approved 10-8-62  
John C. Easler

**John Bradley, District Attorney**  
**Transferor - Elected Official/Department Head**

**Transferee – Elected Official/Department Head**