

**AGENDA ITEM 12**Consider transferring 1 Dell Dim from IT to District Clerk.Moved: **Commissioner Hays**Seconded: **Commissioner Boatright**

Motion: To transfer 1 Dell Dim from IT to District Clerk.

Vote: 4 - 0

&lt; Attachment &gt;

## CHANGE OF FIXED ASSET STATUS

DATE 11-21-02

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

TRANSFERRED

SOLD

DISPOSED

## FIXED ASSET

Quantity	Description	Model	Serial#
<u>1</u>	<u>Dell Dim m233a pc</u>		<u>D42X1</u>

FROM (Transferor): ITSTO (Transferee): District Clerk

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