

AGENDA ITEM 9

Consider transferring an oak desk from Juvenile Services to Auditor's Office.

Moved: **Commissioner Limmer**

Seconded: **Judge Doerfler**

Motion: To approve transfer of an oak desk from Juvenile Services to the Auditor's Office.

Vote: 4 - 0

< Attachment >

CHANGE OF FIXED ASSET STATUS

DATE 11/19/02

The following fixed asset is to be: (Circle one)

TRANSFERRED

SOLD

DISPOSED

DONATED

Fixed Asset:

Quantity

Description

Model

Serial #

<u>1</u>	<u>OAK Desk</u>		

Transferred Asset:

FROM (Transferor): Juvenile Services

TO (Transferee): Auditor

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.

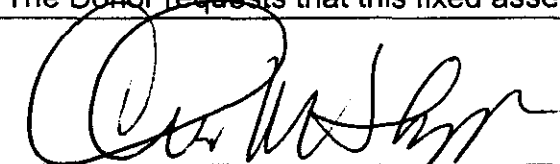
Donated Asset:

Fair Market Value: _____

FROM (Donor): _____

TO (Recipient): _____

The Donor requests that this fixed asset be added to the Recipient's inventory.



Transferor/Donor – Elected Official/Department Head



Transferee/Recipient – Elected Official/Department Head

approved 11-19-02
John C. Doerfler