

AGENDA ITEM 11

Consider approving the transfer of 1 inkjet printer from the District Clerk to ITS.

Moved: **Commissioner Limmer**

Seconded: **Commissioner Boatright**

Motion: To approve the transfer of 1 inkjet printer from the District Clerk to ITS.

Vote: 4 - 0

< Attachment >

CHANGE OF FIXED ASSET STATUS

DATE NOVEMBER 22, 2002

THE FOLLOWING FIXED ASSET IS TO BE: (CIRCLE ONE)

TRANSFERRED

SOLD

DISPOSED

FIXED ASSET

QUANTITY	DESCRIPTION	MODEL	SERIAL #
1	INKJET PRINTER	HP 2500+	SGOAC830BD

FROM (TRANSFEROR) : DISTRICT CLERK

TO (TRANSFeree) : ITS

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.

Donna J. Ellhauer
TRANSFEROR - ELECTED OFFICIAL/DEPARTMENT HEAD

J. Limmer
TRANSFeree - ELECTED OFFICIAL/DEPARTMENT HEAD

Approved 12-3-02
John C. Daerfler