

AGENDA ITEM 13

Consider approving transfer of an Emerson VCR and Panasonic VHS from County Court #1 to auction.

Moved: **Commissioner Boatright**

Seconded: **Judge Doerfler**

Motion: To approve transfer of an Emerson VCR and Panasonic VHS from County Court #1 to auction

Vote: 5 - 0

< Attachment >

CHANGE OF FIXED ASSET STATUS

DATE 1-16-03

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

TRANSFERRED

SOLD

DISPOSED

DONATED

Fixed Asset:

Quantity	Description	Model	Serial #	Qty. Tag
(1)	Emerson VCR	VCR-765N	A 3008 A161-1410347	A 110492
(1)	Panasonic VHS	PD PV1231R	ASSA110381.11.1985	A10302

Transferred Asset:

FROM (Transferor): Judge Suzanne Brooks, CC#1

TO (Transferee): n/a to be sold

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.

Suzanne Brooks

Transferor/Donor – Elected Official/Department Head

Transferee/Recipient – Elected Official/Department Head

approved 1-28-03
John C. Doerfler

AGENDA ITEM 14

Consider approving transfer of various office equipment from Commissioner Pct. #2 to auction. (Complete list filed with official minutes.)

Moved: **Commissioner Boatright**

Seconded: **Judge Doerfler**

Motion: To approve transfer of various office equipment from Commissioner Pct. #2 to auction. (Complete list filed with official minutes.)

Vote: **5 - 0**

< Attachment >

GREG BOATRIGHT
County Commissioner
Precinct 2, Williamson County



350 Discovery Blvd., Suite 201
Cedar Park, TX 78613
(512) 260-4280
FAX (512) 260-4284

TO: Auditor's Office
FROM: Kathy Grimes
DATE: January 15, 2003
RE: Replaced Equipment

Commissioner Boatright received a new computer and printer and does not need his old, out-dated computer. IT suggested that the computer be put on the list to go to auction. The equipment is as follows:

<u>DESCRIPTION</u>	<u>SERIAL NUMBER</u>
Cannon 4300 Printer	Eld23262
Gateway 2000 Speakers	Acs41
Mouse	02261142
Gateway Keyboard	E06150US011-C
Gateway EV700 Monitor	17021B023727
Gateway 2000 Computer	0009328719
CTX Monitor	A110411
PC Craft Keyboard	A110412
120 MB Computer	A108735

Please take the above-listed equipment off of our office inventory.

Thanks!

approved 1-28-03
John C. Doerfler