

AGENDA ITEM 12

Consider approving the transfer of 2 oak desks from JP Pct. #2 to Parks Department.

Moved: **Commissioner Limmer**

Seconded: **Commissioner Boatright**

Motion: To approve the transfer of 2 oak desks from JP Pct. #2 to Parks Department.

Vote: 4 - 0

< Attachment >

EDNA STAUDT
JUSTICE OF THE PEACE
WILLIAMSON COUNTY, PCT 2.



350 DISCOVERY BLVD., SUITE 204
CEDAR PARK, TX 78613
512/260-4210 • FAX 512/260-4215

CHANGE OF FIXED ASSET STATUS

DATE: 7/9/03

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

TRANSFERRED

SOLD

DISPOSED

FIXED ASSET

<u>Quantity</u>	<u>Description</u>	<u>Model</u>	<u>Serial #</u>
<u>1</u>	<u>Desk - 4 drawer w/right return Oak</u>	<u>Tag #108352</u>	
<u>1</u>	<u>Desk w/keyboard drawer Oak</u>	<u>Tag #108347</u>	

FROM (Transferor): JP 2

TO (Transferee): Parks

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.

Edna Staudt

Transferor - Elected Official/Department Head

Jim Redg

Transferee - Elected Official/Department Head

approved 8-5-03
John C. Daifler

AGENDA ITEM 13

Consider approving the transfer of assorted office and computer equipment from JP Pct. #2 to auction.

Moved: **Commissioner Limmer**

Seconded: **Commissioner Boatright**

Motion: To approve the transfer of assorted office and computer equipment from JP Pct. #2 to auction.

Vote: 4 - 0

< Attachment >

EDNA STAUDT
JUSTICE OF THE PEACE
WILLIAMSON COUNTY, PCT 2.



350 DISCOVERY BLVD., SUITE 204
CEDAR PARK, TX 78613
512/260-4210 • FAX 512/260-4215

CHANGE OF FIXED ASSET STATUS

DATE: 7-9-03

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

TRANSFERRED

SOLD

DISPOSED

FIXED ASSET

Quantity	Description	Model	Serial #
1	Cannon LBP-8SX Printer	INV# A106304	
1	GSX-230 Citizen Printer	INV# A106292	
1	Safe Sentinel Super 3250	INV# A110390	
1	Okidata DL400E LED Printer	INV# 108365	
1	HP 2000C Printer (Color)		

FROM (Transferor): JP 2

TO (Transferee): Auction

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

Transferee - Elected Official/Department Head

Approved 8-5-03
John C. Danflor