

AGENDA ITEM 9

Consider approving the transfer of various office furniture and equipment from Juvenile Services to auction.

Moved: Commissioner Boatright

Seconded: Judge Doerfler

Motion: Consider approving the transfer of various office furniture and equipment from Juvenile Services to auction.

Vote: 5 - 0

< Attachment >

CHANGE OF FIXED ASSET STATUS

DATE: September 23, 2003

THE FOLLOWING FIXED ASSET IS TO BE:

☐ TRANSFERRED

☐ SOLD

☒ DISPOSED *Auction*

QUANTITY	DESCRIPTION	MODEL	SERIAL #
<i>2</i>	<i>GRAY STUDY TABLES</i>		
<i>1</i>	<i>TABLE STUDY - BLUE</i>		
<i>1</i>	<i>STUDY TABLE - BROWN WITH BLACK LEGS</i>		
<i>1</i>	<i>BROWN DESK w/ FOLDING TOP</i>		
<i>4</i>	<i>WHITE TABLES - PAIRED SEATING</i>		
<i>1</i>	<i>BLACK DESK</i>		
<i>1</i>	<i>BROWN w/ LAMINATE TOP WORK DESK</i>		
<i>2</i>	<i>TAN FILE CABINETS - 4 DRAWER</i>		
<i>3</i>	<i>GRAY FILE CABINETS " "</i>		
<i>2</i>	<i>BLACK FILE CABINETS " "</i>		
<i>2</i>	<i>TAN 2 DRAWER FILE CABINETS</i>		
<i>4</i>	<i>BLACK 2 DRAWER FILE CABINETS</i>		
<i>1</i>	<i>WEIGHT MACHINE - 5 STATIONS</i>		
<i>1</i>	<i>PING PONG TABLE</i>		
<i>1</i>	<i>BOOK RACK - RED</i>		
<i>1</i>	<i>BALL RACK - CHROME</i>		
<i>1</i>	<i>MULTIPLE SLOT MAIL BOX</i>		
<i>2</i>	<i>KNEELING PWS</i>		
<i>1</i>	<i>ENTERTAINMENT CENTER</i>		
<i>1</i>	<i>DRY ERASE BOARD 4' X 8'</i>		
<i>6</i>	<i>GRAY STORAGE SHELVES</i>		
	<i>BLU Partition</i>		
<i>100</i>	<i>BLU Partition 3d/Prone</i>		


Transferor – Elected Official/Department Head
Juvenile Services Department

Transferee – Elected Official/Department Head

approved 12-2-03
John C. Doerfler

CHANGE OF FIXED ASSET STATUS

DATE 9-23-03

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

TRANSEERRED

SOLD

DISPOSED

DONATED

Fixed Asset:

Quantity

Description

Model

Serial #

1	typewriter	Panasonic	5EMD2A36205
1	fax machine	OKI DATA	EN 2700A model #
1	rolling table		

Transferred Asset:

FROM (Transferor): Juvenile Services - Taylor Office

TO (Transferee): Storage - (for County 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.

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

Revised May 29, 2002

approved 12-2-03
