

AGENDA ITEM 8

Consider approving the transfer of various computer equipment from Juvenile Services to the Sheriff's Office.

Moved: **Commissioner Boatright**

Seconded: **Commissioner Curlee**

Motion: To approve the transfer of various computer equipment from Juvenile Services to the Sheriff's Office.

Vote: 3 - 0

< Attachment >

TRANSFER of FIXED ASSET

Date: 11-17-03

The following fixed asset(s) should be (check one):

- ☒ Transferred to another department
☐ Sold At Auction

RECEIVED

DEC 15 2003

AUDITORS OFFICE
 Williamson County, Texas

Quantity Brief Description (model, serial number, asset tag number, etc)

1	Viewsonic 17" Monitor Model E70	Serial number AS01901747
1	Gateway 15" Monitor Model Vivitron	Serial number 8229578
3	PS/2 Keyboards	

The transferor requests that this fixed asset be removed from the inventory for their office and either placed in the Transferee's office as of the date shown above, *OR* sold at auction as indicated by the choice above.

From: 
 Transferor department head or elected official

Juvenile Services
 Department Name

To: 
 Transferee department head or elected official
 (not needed if being sold at auction)

Sheriff's Office
 Department Name