

AGENDA ITEM 11

Consider approving the transfer of various furniture and office equipment from Academy Building to Corrections Transportation Office.

Moved: **Commissioner Boatright**

Seconded: **Judge Doerfler**

Motion: To approve the transfer of various furniture and office equipment from Academy Building to Corrections Transportation Office.

Vote: 5 – 0

< Attachment >

CHANGE OF FIXED ASSET STATUS

DATE MARCH 25, 2004

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

TRANSFERRED

SOLD

DISPOSED

DONATED

Fixed Asset:

Quantity

Description

Model

Serial #

SEE ATTACHED SHEET

Transferred Asset:

FROM (Transferor): CORRECTIONS ACADEMY BUILDING

TO (Transferee): CORRECTIONS TRANSPORTATION OFFICE

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): _____

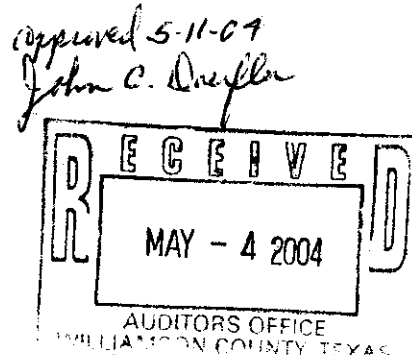
TO (Recipient): _____

The Donor requests that this fixed asset be added to the Recipient's inventory.

Transferor/Donor – Elected Official/Department Head

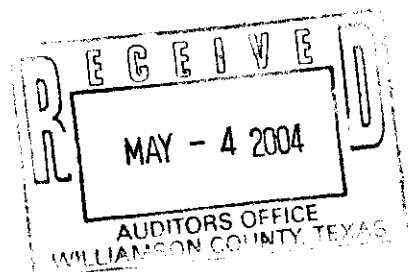
James W. Hance 3.29.04
Transferee/Recipient – Elected Official/Department Head

11/17/2003



- 4 BROWN CHAIRS
- 1 ROLL AROUND WHITE BOARDS
- 1 WOODEN BARREL CHAIR
- 1 ROLLING CART
- 5 GRAY OFFICE CHAIRS
- 1 BURGUNDY OFFICE CHAIR
- 1 DOUBLE RECYCLE BIN
- 2 STANDING FANS
- 1 BOX FAN
- 3 TRASH CANS
- 1 DARK BROWN DESK
- 1 BEIGE METAL CABINET
- 1 METAL BASE ROUND TABLE
- 8 WOODEN CHAIRS
- 6 GRAY CHAIRS
- 1 LIGHT BROWN DESK
- 4 GRAY PARTITIONS
- 2 LIGHT BROWN BOOK CASES
- 1 WOODEN TABLE WITH 3 DRAWERS
- 2 ROUND WOODEN TABLES
- 2 PLASTIC FLOOR PADS
- 1 BULLETIN BOARD
- 3 SMALL WHITE BOARDS
- 3 LARGE WHITE BOARDS

jsd



AGENDA ITEM 12

Consider approving the transfer of various office furniture and equipment from Health District to auction.

Moved: **Commissioner Boatright**

Seconded: **Judge Doerfler**

Motion: To approve the transfer of various office furniture and equipment from Health District to auction.

Vote: **5 – 0**

< Attachment >