

**SUMTER COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY**

SUBJECT: Inventory Transactions (Staff recommends approval).

REQUESTED ACTION: Please authorize the following inventory transactions:

Work Session (Report Only) **DATE OF MEETING:** 10/23/12
 Regular Meeting Special Meeting

CONTRACT: N/A Vendor/Entity: _____
 Effective Date: _____ Termination Date: _____
 Managing Division / Dept: Financial Services

BUDGET IMPACT: _____
 Annual **FUNDING SOURCE:** _____
 Capital **EXPENDITURE ACCOUNT:** _____
 N/A

HISTORY/FACTS/ISSUES:

Per the Sumter County Board of County Commissioners Tangible Personal Property Policy, section IV Property Transfers and Surplus Property (2) (b).

The request for the Board is to approve the inventory transactions as noted below:

<u>Description</u>	<u>Asset Tag #</u>	<u>Custodian</u>	<u>Action</u>
Hewlett Packard Printers (quantity 8)	n/a	Road & Bridge	Transfer to IT
Dell GX520 Computers (quantity 4)	n/a	Road & Bridge	Transfer to IT
Dell GX780 Computer (quantity 1)	n/a	Road & Bridge	Transfer to IT
Dell Optiplex 755 Computer	CC-17-SMAL	Small County	Transfer to IT
Intel P3 Server	CC-276-R&BO	Road & Bridge Office	Transfer to IT
Optiplex GX520	CC-186-LIBR	Library Services	Dispose Junk
Optiplex 330 (quantity 3)	n/a	n/a	Dispose Junk
Optiplex 320	s/n HG2QYC1	n/a	Dispose Junk
Dell Laptop	SR-942-X	Supervisor of Elections	Dispose Junk
Chevrolet 1500 4X4 Truck	CC-676-R&B	Road & Bridge	Transfer to Facility Maintenance