

**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:** 8/24/2010
 Regular Meeting Special Meeting

CONTRACT: N/A Vendor/Entity: _____
 Effective Date: _____ Termination Date: _____
 Managing Division / Dept: Budget & Purchasing

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.), items noted below were offered to and rejected by the other departments under the Sumter County Board of County Commissioners, Elected Officials and the Cities.

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

Description	Asset Tag #	Custodian	Action
Hewlett Packard duplex printer	CC-302-P&Z	Planning & Zoning	Surplus
HP Design Jet 42" wide plotter	CC-370-P&Z	Planning & Zoning	Surplus
Copier w/document feeder/10 bin sorter	CC-335-P&Z	Planning & Zoning	Surplus

Inventory Changes from Year End

DESCRIPTION	ASSET TAG NUMBER	ACTION
P4, 2.99 GHz 512 MB Computer	CC-189-LF	Junk
Lifepak 10	CC-208-AMB	Junk
Computer Server	CC-854-HD	Junk
Averatec Laptop	SR-898-X	Junk