

SUMTER COUNTY BOARD OF COUNTY COMMISSIONERS
EXECUTIVE SUMMARY

SUBJECT: Inventory Transactions – Disposal and Surplus of Property (Staff Recommends Approval).

REQUESTED ACTION: Staff Recommends Approval

Meeting Type: Regular Meeting **DATE OF MEETING:** 8/25/2020

CONTRACT: N/A Vendor/Entity: _____
Effective Date: Termination Date: _____
Managing Division / Dept: **Office of Management & Budget**

BUDGET IMPACT: _____

FUNDING SOURCE: _____
Type: N/A **EXPENDITURE ACCOUNT:** _____

HISTORY/FACTS/ISSUES:

Per the Sumter County Board of County Commissioners Tangible Personal Property Policy, Section IV Property Transfers, and Surplus Property and Section IV Cannibalization and Disposal of Property. The request for the Board is to approve the inventory transactions as noted below:

Description	Asset Tag #	Custodian	Action
Peek-A-Book Device	06350	Library	Dispose
HP Laser Printer	04537	Tax Collector	Transfer to IT

Prepared by: Jennifer Hemeon **Grammarly Check**
