

**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:** 1/24/2023

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
HP Color Laser Jet MFP	04993	Clerk of Court	Dispose- Junk
HP Laser Jet P4015X	05175	Clerk of Court	Dispose- Junk
HP Laser Jet P4015X	05177	Clerk of Court	Dispose- Junk

Prepared by: **Eva Aquino** **ProWritingAid Check**