

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

January Session of the January Adjourned

Term. 2015

In the County Commission of said county, on the

5th

day of January

20 15

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the request by the Purchasing Department to dispose of the attached list of equipment by auction on GovDeals or by destruction for whatever is not suitable for auction.

It is further ordered the Presiding Commissioner is hereby authorized to sign said Request for Disposal forms.

Done this 5th day of January, 2015

ATTEST:

Wendy S. Noren  
Wendy S. Noren  
Clerk of the County Commission

Daniel K. Atwill  
Daniel K. Atwill  
Presiding Commissioner

Karen M. Miller  
Karen M. Miller  
District I Commissioner

Jarret M. Thompson  
Jarret M. Thompson  
District II Commissioner



**MEMORANDUM**

TO: Boone County Commission  
 FROM: David Eagle  
 RE: Surplus Disposal  
 DATE: December 22, 2014

The Purchasing Departments requests permission to dispose of the following list of surplus equipment by auction on GovDeals or by destruction for whatever is not suitable for auction.

	Asset #	Description	Make & Model	Department	Condition of Asset	Serial #
1.	17959	2 WAY RADIO CDM1250	MOTOROLA	PUBLIC WORKS	POOR - UNIT WAS WATERLOGGED AND ALL COMPONENTS WERE RUINED	REMOVE FROM INVENTORY
2	14770	VIDEO CONFERENCE UNIT	TANDBERG/6000	CIRCUIT COURT	OPERATIONAL	
3	NO TAG	PLASMA CUTTER	HYPERTHERM POWERMAX 1250	PUBLIC WORKS	FAIR	
4	4508	TYPEWRITER	IBM WHEELWRITER 5	RECORDER	POOR	
5	5620	TYPEWRITER	SWINTEC 8014-S	PROSECUTING ATTORNEY	POOR	
6	NO TAG	WATER FOUNTAIN		COMMISSION	USED - FORMERLY IN LOBBY OF GOVERNMENT CENTER	

7	11664	BLUE OFFICE CHAIR		SHERIFF	BROKEN	REMOVE FROM INVENTORY
8	9383	RED OFFICE CHAIR		SHERIFF	BROKEN	REMOVE FROM INVENTORY
9	7380	FOUR DRAWER FILING CABINET		SHERIFF	POOR	
10	2408	FOUR DRAWER FILING CABINET		SHERIFF	POOR	
11	11397	FOUR DRAWER FILING CABINET		SHERIFF	POOR	
12	3752	FOUR DRAWER FILING CABINET		SHERIFF	POOR	
13	NO TAG	42" X 72" TABLE		SHERIFF	FAIR	
14	NO TAG	42" X 72" COUNTER TOP (NO LEGS)		SHERIFF	GOOD	
15	12058	MAILSORTER		SHERIFF	FAIR	
16	13382	LIGHTBAR	CODE 3, MX7000	SHERIFF	POOR	
17	NO TAG	LIGHTBAR	CODE 3, MX7000	SHERIFF	POOR	

18	13943	LIGHTBAR	CODE 3, MX7000	SHERIFF	POOR	
19	12406	LIGHTBAR	CODE 3, MX7000	SHERIFF	POOR	
20	10902	METAL PARTITION FROM PATROL VEHICLE	SETINA	SHERIFF	POOR	
21	2084	WOODEN CHAIR		PROSECUTING ATTORNEY	OLD AND UNSTABLE	
22	11392	BLUE MID-BACK MANAGEMENT CHAIR		PROSECUTING ATTORNEY	BROKEN	REMOVE FROM INVENTORY
24	10975	BLUE MID-BACK MANAGEMENT CHAIR	PIRETTI	PROSECUTING ATTORNEY	BROKEN	REMOVE FROM INVENTORY
25	NO TAG	DESK RETURN		PROSECUTING ATTORNEY	GOOD	
26	NO TAG	BLUE DESK CHAIR	\	PROSECUTING ATTORNEY	BROKEN	REMOVE FROM INVENTORY
27	NO TAG	RED MENTAL HEALTH FOLDER FILES		CIRCUIT COURT	GOOD	
28	7321	TELEPHONE	MERIDIAN MODEL 5312	COUNTY COMMISSION	POOR	
29	19107	PAVEMENT TYPE TRAFFIC COUNTER		RESOURCE MANAGEMENT	UNUSABLE	

30	17154	GRAVEL TYPE TRAFFIC COUNTER		RESOURCE MANAGEMENT	UNUSABLE	
31	NO TAG	GRAVEL TYPE TRAFFIC COUNTER		RESOURCE MANAGEMENT	UNUSABLE	SN: 11212D
32	NO TAG	GRAVEL TYPE TRAFFIC COUNTER		RESOURCE MANAGEMENT	UNUSABLE	SN: RD11209D
34	14110	HALF MOON TABLE (2)		JUVENILE OFFICE	GOOD	
36	6533	GREY OFFICE CHAIR		JUVENILE OFFICE	BROKEN	<b>REMOVE FROM INVENTORY</b>
37	NO TAG	EIGHT BOXES OF MISCELLANEOUS OFFICE SUPPLIES		CIRCUIT COURT	GOOD	
38	13953	MOBILE RADIO TRANSCEIVER	KENWOOD	SHERIFF	FAIR	
39	13282	MOBILE RADIO TRANSCEIVER	KENWOOD	SHERIFF	FAIR	
40	NO TAG	MOBILE RADIO TRANSCEIVER	KENWOOD	SHERIFF	FAIR	SN: 30700216
41	12404	MOBILE RADIO TRANSCEIVER	KENWOOD	SHERIFF	FAIR	
42	9571	BLUE DESK CHAIR		PROSECUTING ATTORNEY	BROKEN	<b>REMOVE FROM INVENTORY</b>
43	9573	BLUE DESK CHAIR		PROSECUTING ATTORNEY	BROKEN	<b>REMOVE FROM INVENTORY</b>

44	12637	GREEN OFFICE CHAIR		JUVENILE OFFICE	UNSAFE	REMOVE FROM INVENTORY
45	9322	RED TASK CHAIR		HUMAN RESOURCES	POOR	REMOVE FROM INVENTORY
46	6205	WALNUT ARM CHAIR		PROSECUTING ATTORNEY	FAIR	
47	11747	GREEN OFFICE CHAIR		JUVENILE OFFICE	POOR	REMOVE FROM INVENTORY

cc: Heather Acton. Auditor's office  
Surplus File

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : November 21, 2014

FIXED ASSET TAG NUMBER: 17959

DESCRIPTION: Motorola 2 Way Radio CDM1250

REQUESTED MEANS OF DISPOSAL: Scrap

OTHER INFORMATION: Model CDM1250; SN: 103TMWF597

CONDITION OF ASSET: Poor- not functioning, Unit was waterlogged and all components were ruined.

REASON FOR DISPOSITION: Unit is not functional.

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: None

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 2040

SIGNATURE



### AUDITOR

ORIGINAL PURCHASE DATE 3-13-12

RECEIPT INTO 2040-3836 Ha

ORIGINAL COST \$560

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2741

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP 1604

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

TRANSFER

DEPARTMENT NAME \_\_\_\_\_

NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

TRADE

AUCTION

SEALED BIDS

OTHER

EXPLAIN

destroyed remove from inventory

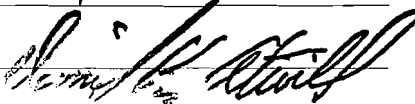
COMMISSION ORDER NUMBER

1-2015

DATE APPROVED

1-5-15

SIGNATURE



RECEIVED

NOV 25 2014

BOONE COUNTY AUDITOR

RECEIVED

OCT 03 2014

# BOONE COUNTY

BOONE COUNTY AUDITOR

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 10/2/14

FIXED ASSET TAG NUMBER: See attached list 14770

DESCRIPTION: Variety of Technology equipment, Tandberg, HP Compac Notebook, Tower PC, local printers, monitors and a Dell notebook computer – See attached list.

REQUESTED MEANS OF DISPOSAL: Surplus

OTHER INFORMATION: - See attached list. All items are located in the IT department, 1<sup>st</sup> floor of the courthouse.

CONDITION OF ASSET: Outdated, no longer works

REASON FOR DISPOSITION: Outdated, no longer works

COUNTY / COURT IT DEPT. (circle one) DOES DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: Immediately

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Circuit Court

SIGNATURE Kathy R

**AUDITOR**

ORIGINAL PURCHASE DATE 11-17-2004

RECEIPT INTO 1190-3835

ORIGINAL COST \$6000

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP 1603

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE [Signature]



**13th Judicial Circuit Court  
Technology Services  
Surplus Summary Listing**

Department Use Only					Auditors Use Only						
Inventory Tag #	Category	Make/Model	Description	Serial Number	Picked Up	Original Purchase Date	Original Cost	Original Funding Source	Transfer Confirmed	Asset Group	Receipt Into
14770	VideoConference	Tandberg / 6000	Video Conferencing CODEC	103613	Y   N						
15565	Notebook	Hewlett-Packard / Compaq nc8230	15" Notebook Computer	CNU6161N80	Y   N						
16711	Notebook	Hewlett-Packard / Compaq 6730b	15" Notebook Computer	CNU85058ZK	Y   N						
16959	Workstation	Hewlett-Packard / Compaq dc5800	Tower PC	MXL9140WL3	Y   N						
17120	Printer	Hewlett-Packard / LaserJet P1505	Local Printer	VND3C12365	Y   N						
18099	Printer	Hewlett-Packard / OfficeJet 8000	Local Printer	CN24QBM096	Y   N						
<none>	Monitor	Hewlett-Packard / Compaq S710	15" CRT Monitor	110CG43HS593	Y   N						
<none>	Monitor	Hewlett-Packard / S710	15" CRT Monitor	110CG43HA216	Y   N						
<none>	Monitor	Hewlett-Packard / L1706	17" LCD Monitor	CNC6122K47	Y   N						
<none>	Monitor	Hewlett-Packard / Compaq S710	15" CRT Monitor	110CG43HS586	Y   N						
<none>	Monitor	Hewlett-Packard / Compaq S700	15" CRT Monitor	928CD61SG170	Y   N						
<none>	Monitor	Hewlett-Packard / Compaq S710	15" CRT Monitor	110CG43HS160	Y   N						
<none>	Monitor	Hewlett-Packard / Compaq S700	15" CRT Monitor	928CD61SI418	Y   N						
<none>	Notebook	Dell / D505	15" Notebook Computer		Y   N						
					Y   N						
					Y   N						
					Y   N						
					Y   N						
					Y   N						
					Y   N						
					Y   N						
					Y   N						
					Y   N						
					Y   N						
					Y   N						
					Y   N						
					Y   N						
					Y   N						
					Y   N						
					Y   N						
					Y   N						
					Y   N						
					Y   N						

Department Signature:

Agency Signature:



## Video Conferencing Unit - SURPLUS

Steve Smith to: deagle

10/02/2014 03:22 PM

Cc: Kathy Lloyd, cmartin, "Christie McCaleb", Michelle Wheeler, Patricia Edelen

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Dave:

A couple of months ago we replaced a video conferencing unit and cabinet at the Boone County Jail. The old unit, asset tag number 14770, was aging and therefore replaced. We left the old unit at the jail in the event the replacement unit didn't work out and we needed to quickly press it back into service.

The new unit is functioning and we don't anticipate having to use the old unit ever again.

I have begun the process to surplus the old unit. Normally the items I surplus are relatively small, easy to handle, and physically located in the IT office in the courthouse. This particular situation will be different. This unit is enclosed in a cabinet that holds several components and interconnected via wires. The cabinet is approximately the size of a refrigerator. It has a door that locks. Inside are contained the actual video conferencing codec with the asset tag, an old 24" CRT television, and the camera for the unit. The cabinet is on wheels and can be rolled. We are considering the cabinet and all its components to be included as part of this asset and are therefore to be surplus together as one unit.

Court staff do not have the means to transport this unit. Therefore, when you receive the request to surplus this particular unit it will need to be picked up from the jail instead of the courthouse. The unit itself is located inside a locked facility within the jail and thus will require assistance from jail staff to schedule the pickup and escort staff through the facility.

Another special consideration - the TV inside the cabinet is resting inside on a shelf but is not fastened down to anything. Whoever retrieves this item should remove the TV from the cabinet and carry it separately. That will prevent it from simply being tossed around inside and get broken as staff move the unit around, lie it on its side in the pickup truck, etc.

My primary contacts at the jail are Chad Martin and Christie McCaleb and I've included them on this email.

If you have any questions about this situation, please contact me.

Steve Smith  
Technology Services Supervisor  
13th Judicial Circuit of Missouri  
Boone County Courthouse  
705 E. Walnut  
Columbia, MO 65201  
(573) 886-4086  
steve.smith@courts.mo.gov

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : January 3, 2014

FIXED ASSET TAG NUMBER: NA

DESCRIPTION: Hypertherm PowerMax 1250 Plasma Cutter

REQUESTED MEANS OF DISPOSAL: Sell/Trade

OTHER INFORMATION: Serial Number: 1250.004219; Model/Part # 087000

CONDITION OF ASSET: Fair.

REASON FOR DISPOSITION: Equipment is planned for replacement in 2014.

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: None

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 2040

SIGNATURE \_\_\_\_\_

**AUDITOR**

ORIGINAL PURCHASE DATE No Data

RECEIPT INTO 2040-3836 HA

ORIGINAL COST \_\_\_\_\_

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_ AUCTION \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE *Daniel K. Atwell*

**RECEIVED**

NOV 19 2014

**BOONE COUNTY AUDITOR**

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 9-10-2014

FIXED ASSET TAG NUMBER: 04508

DESCRIPTION: IBM Wheelwriter 5 typewriter

**RECEIVED**

REQUESTED MEANS OF DISPOSAL: disposal/surplus

SEP 11 2014

OTHER INFORMATION:

**BOONE COUNTY  
AUDITOR**

CONDITION OF ASSET: not working

REASON FOR DISPOSITION: not working

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1160

SIGNATURE

*[Handwritten Signature]*

**AUDITOR**

ORIGINAL PURCHASE DATE 1/22/85

RECEIPT INTO 1190-3836 HM

ORIGINAL COST \$ 834.00

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP 1601

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE *[Handwritten Signature]*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 9/4/14

FIXED ASSET TAG NUMBER: 5620

DESCRIPTION: Typewriter - Swintec 8014-S

REQUESTED MEANS OF DISPOSAL:

OTHER INFORMATION:

CONDITION OF ASSET: Broken

REASON FOR DISPOSITION: Broken

**RECEIVED**

SEP 05 2014

**BOONE COUNTY AUDITOR**

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: When convenient. (Located on the table in the hallway by the PA Conference Room)

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1261 - PA Administration

SIGNATURE

*Bonnie A. Skeris*

**AUDITOR**

ORIGINAL PURCHASE DATE 9/23/87

RECEIPT INTO 1190-3836 HM

ORIGINAL COST \$ 275.00

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP 1601

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE *Daniel H. Atwell*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 11-6-14

FIXED ASSET TAG NUMBER: No TAG

RECEIVED

DESCRIPTION: WATER FOUNTAIN

NOV 06 2014

REQUESTED MEANS OF DISPOSAL: SELL

BOONE COUNTY AUDITOR

OTHER INFORMATION: Formerly in Government Center Lobby

CONDITION OF ASSET: Good

REASON FOR DISPOSITION: NO LONGER NEEDED

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: COMMISSION

NATURE: 

**AUDITOR**

ORIGINAL PURCHASE DATE: N/A

RECEIPT INTO: 1190-3836 HA

ORIGINAL COST

GRANT FUNDED (Y/N)

ORIGINAL FUNDING SOURCE

GRANT NAME

% FUNDING

ASSET GROUP

AGENCY

DOCUMENTATION ATTACHED (Y/N)

TRANSFER CONFIRMED

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

TRANSFER

DEPARTMENT NAME

NUMBER

LOCATION WITHIN DEPARTMENT

INDIVIDUAL

TRADE

AUCTION

SEALED BIDS

OTHER

EXPLAIN

COMMISSION ORDER NUMBER: 1-2015

DATE APPROVED: 1-5-15

SIGNATURE: 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 11/5/14

FIXED ASSET TAG NUMBER: 11664

DESCRIPTION: blue office chair

REQUESTED MEANS OF DISPOSAL: trash

OTHER INFORMATION:

CONDITION OF ASSET: broken

REASON FOR DISPOSITION: broken

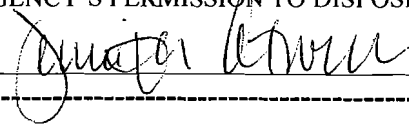
COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 11/5/14

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

SIGNATURE



**RECEIVED**

NOV 05 2014

**BOONE COUNTY AUDITOR**

**AUDITOR**

ORIGINAL PURCHASE DATE 7-23-98

RECEIPT INTO 1190-3836 HA

ORIGINAL COST \$425.74

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP 1602

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

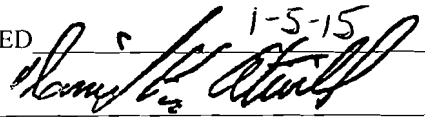
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_ AUCTION \_\_\_\_ SEALED BIDS

OTHER EXPLAIN destroyed - remove from inventory

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 11/5/14

FIXED ASSET TAG NUMBER: 09383

DESCRIPTION: red office chair

**RECEIVED**

REQUESTED MEANS OF DISPOSAL: trash

NOV 05 2014

OTHER INFORMATION:

**BOONE COUNTY AUDITOR**

CONDITION OF ASSET: broken

REASON FOR DISPOSITION: broken

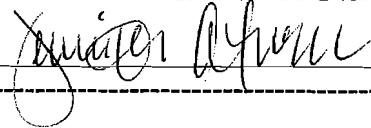
COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 11/5/14

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

SIGNATURE



**AUDITOR**

ORIGINAL PURCHASE DATE 5-11-95

RECEIPT INTO 2010 3836 HA

ORIGINAL COST \$301.76

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE 2743

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP 1602

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

OTHER EXPLAIN destroyed - remove from inventory

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE 



# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 11/5/14

FIXED ASSET TAG NUMBER: 07380

DESCRIPTION: 4 drawer filing cabinet

**RECEIVED**

REQUESTED MEANS OF DISPOSAL: your choice

NOV 05 2014

OTHER INFORMATION:

**BOONE COUNTY AUDITOR**

CONDITION OF ASSET: poor-usable

REASON FOR DISPOSITION: poor condition

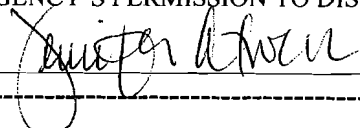
COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 11/5/14

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

SIGNATURE



**AUDITOR**

ORIGINAL PURCHASE DATE NO DATA

RECEIPT INTO 1190-3836 Ha

ORIGINAL COST \_\_\_\_\_

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 11/5/14

FIXED ASSET TAG NUMBER: 2408

DESCRIPTION: 4 drawer filing cabinet

**RECEIVED**

NOV 05 2014

REQUESTED MEANS OF DISPOSAL: your choice

**BOONE COUNTY AUDITOR**

OTHER INFORMATION:

CONDITION OF ASSET: poor-usable

REASON FOR DISPOSITION: poor condition

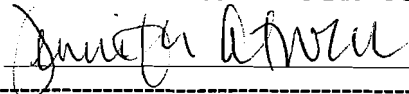
COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 11/5/14

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

SIGNATURE



**AUDITOR**

*ALREADY retired in System*

ORIGINAL PURCHASE DATE 10-06-83

RECEIPT INTO 1190-3836 4a

ORIGINAL COST 100.00

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP 1602

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_ AUCTION \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 11/5/14

FIXED ASSET TAG NUMBER: 11397

DESCRIPTION: 4 drawer filing cabinet

**RECEIVED**

NOV 05 2014

REQUESTED MEANS OF DISPOSAL: your choice

**BOONE COUNTY AUDITOR**

OTHER INFORMATION:

CONDITION OF ASSET: poor-usable

REASON FOR DISPOSITION: poor condition

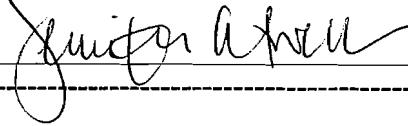
COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 11/5/14

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

SIGNATURE



**AUDITOR**

ORIGINAL PURCHASE DATE ALREADY Retired in 4-23-98 System RECEIPT INTO 2045-3836 HA

ORIGINAL COST 135.35

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE 2741

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP 1602

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

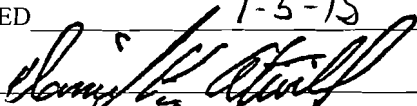
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_ AUCTION \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 11/5/14

FIXED ASSET TAG NUMBER: 03752

DESCRIPTION: 4 drawer filing cabinet

REQUESTED MEANS OF DISPOSAL: your choice

OTHER INFORMATION:

CONDITION OF ASSET: poor-usable

REASON FOR DISPOSITION: poor condition

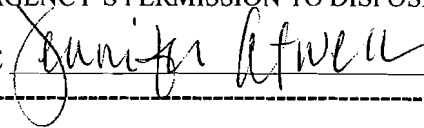
COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 11/5/14

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

SIGNATURE



**RECEIVED**

NOV 05 2014

**BOONE COUNTY AUDITOR**

**AUDITOR**

ORIGINAL PURCHASE DATE 11-21-1983

RECEIPT INTO 1190-3836 HA

ORIGINAL COST \$200

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP 1602

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : NOVEMBER 10, 2014

FIXED ASSET TAG NUMBER: NA

**RECEIVED**

DESCRIPTION: table 42 x 72

NOV 10 2014

REQUESTED MEANS OF DISPOSAL: SURPLUS

**BOONE COUNTY AUDITOR**

OTHER INFORMATION: LOCATED IN THE CRIMINAL DIVISION BACK BY FILES WHERE TARRAN SITS.

CONDITION OF ASSET: Fair

REASON FOR DISPOSITION:NO LONGER USING

COUNTY / COURT IT DEPT. (check one)  DOES  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE:

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT:1221

SIGNATURE



**AUDITOR**

ORIGINAL PURCHASE DATE No Date

RECEIPT INTO 1190-3836 Hex

ORIGINAL COST \_\_\_\_\_

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_ TRADE \_\_\_ AUCTION \_\_\_ SEALED BIDS

\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : NOVEMBER 10, 2014

FIXED ASSET TAG NUMBER: NA

**RECEIVED**

DESCRIPTION: 42 in. X 72 in. counter top NOT ATTACHED. just sitting on top of file cabinets

NOV 10 2014

REQUESTED MEANS OF DISPOSAL: SURPLUS

**BOONE COUNTY AUDITOR**

OTHER INFORMATION: LOCATED IN THE CRIMINAL DIVISION BACK BY FILES WHERE TARRAN SITS.

CONDITION OF ASSET: Good

REASON FOR DISPOSITION:NO LONGER USING

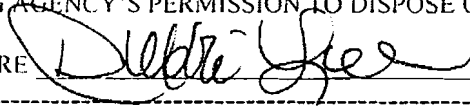
COUNTY / COURT IT DEPT. (check one)  DOES  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE:

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT:1221

SIGNATURE



**AUDITOR**

ORIGINAL PURCHASE DATE

*No Data*

RECEIPT INTO

*1190-3836 Ha*

ORIGINAL COST

GRANT FUNDED (Y/N)

ORIGINAL FUNDING SOURCE

GRANT NAME

% FUNDING

ASSET GROUP

AGENCY

DOCUMENTATION ATTACHED (Y/N)

TRANSFER CONFIRMED

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

TRANSFER

DEPARTMENT NAME

NUMBER

LOCATION WITHIN DEPARTMENT

INDIVIDUAL

TRADE

AUCTION

SEALED BIDS

OTHER

EXPLAIN

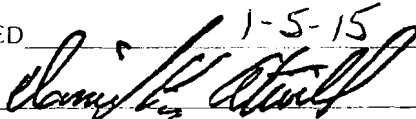
COMMISSION ORDER NUMBER

*1-2015*

DATE APPROVED

*1-5-15*

SIGNATURE



# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

**RECEIVED**

DATE : NOVEMBER 10, 2014

FIXED ASSET TAG NUMBER: 12 058

NOV 10 2014

DESCRIPTION: MAILSORTER

**BOONE COUNTY AUDITOR**

REQUESTED MEANS OF DISPOSAL: SURPLUS

OTHER INFORMATION: LOCATED IN THE CRIMINAL DIVISION BACK BY FILES WHERE TARRAN SITS.

CONDITION OF ASSET: FAIR

REASON FOR DISPOSITION:NO LONGER USING

COUNTY / COURT IT DEPT. (check one)  DOES  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE:

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1221

SIGNATURE

*Dellie Joe*

**AUDITOR**

ORIGINAL PURCHASE DATE

*Already Retired in System  
9-23-99*

RECEIPT INTO

*1190-3836 HA*

ORIGINAL COST

*\$150.00*

GRANT FUNDED (Y/N)

ORIGINAL FUNDING SOURCE

*2731*

GRANT NAME

% FUNDING

AGENCY

ASSET GROUP

*1602*

DOCUMENTATION ATTACHED (Y/N)

TRANSFER CONFIRMED

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER

DEPARTMENT NAME

NUMBER

LOCATION WITHIN DEPARTMENT

INDIVIDUAL

\_\_\_\_ TRADE

\_\_\_\_ AUCTION

\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER

EXPLAIN

COMMISSION ORDER NUMBER

*1-2015*

DATE APPROVED

*1-5-15*

SIGNATURE

*Dellie Joe*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 9-25-2014

FIXED ASSET TAG NUMBER: 13382

DESCRIPTION:

Code 3, MX7000 lightbar

REQUESTED MEANS OF DISPOSAL: Surplus or trash

OTHER INFORMATION:

CONDITION OF ASSET: Poor, non-functional, many parts missing.

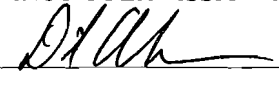
REASON FOR DISPOSITION: Obsolete

COUNTY / COURT IT DEPT. (check one)  DOES  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 09-25-2014

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff / Enforcement

SIGNATURE  D. Alexander

RECEIVED

SEP 30 2014

BOONE COUNTY AUDITOR

### AUDITOR

ORIGINAL PURCHASE DATE 4/16/2002

RECEIPT INTO 1190-3836

ORIGINAL COST \$ 679.26

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE 2746

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP 1604

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE 



# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 09-04-2014

FIXED ASSET TAG NUMBER: None

DESCRIPTION: Code 3, MX7000 lightbar

REQUESTED MEANS OF DISPOSAL: Trash or surplus

OTHER INFORMATION: *N/A*

CONDITION OF ASSET: Poor. Non-functional. Many parts missing.

REASON FOR DISPOSITION: Obsolete

**RECEIVED**

SEP 05 2014

**BOONE COUNTY AUDITOR**

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 09-04-2014

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff / Enforcement

SIGNATURE



**AUDITOR**

*No data*

ORIGINAL PURCHASE DATE

RECEIPT INTO

*1190-3836 HM*

ORIGINAL COST

GRANT FUNDED (Y/N)

ORIGINAL FUNDING SOURCE

GRANT NAME

% FUNDING

AGENCY

ASSET GROUP

DOCUMENTATION ATTACHED (Y/N)

TRANSFER CONFIRMED

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_ TRANSFER

DEPARTMENT NAME

NUMBER

LOCATION WITHIN DEPARTMENT

INDIVIDUAL

\_\_\_ TRADE

\_\_\_ AUCTION

\_\_\_ SEALED BIDS

\_\_\_ OTHER

EXPLAIN

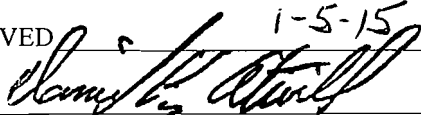
COMMISSION ORDER NUMBER

*1-2015*

DATE APPROVED

*1-5-15*

SIGNATURE



# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 08-27-2014

FIXED ASSET TAG NUMBER: 13943

DESCRIPTION:

Code 3, MX7000 lightbar, LL0114631

REQUESTED MEANS OF DISPOSAL: Surplus or trash

OTHER INFORMATION:

CONDITION OF ASSET: Poor, non-functional, many parts missing.

REASON FOR DISPOSITION: Obsolete

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 08-27-2014

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff / Enforcement SIGNATURE  D. Alexander #5343

### AUDITOR

ORIGINAL PURCHASE DATE 5/6/03

RECEIPT INTO 2901-3836 AM

ORIGINAL COST \$1680.01

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2787

GRANT NAME

% FUNDING

AGENCY

ASSET GROUP 1604

DOCUMENTATION ATTACHED (Y/N)

TRANSFER CONFIRMED

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME NUMBER

LOCATION WITHIN DEPARTMENT

INDIVIDUAL

TRADE AUCTION SEALED BIDS

OTHER EXPLAIN

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE 

RECEIVED

AUG 27 2014

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 08-15-2014

FIXED ASSET TAG NUMBER: 12406

DESCRIPTION: Code 3, MX7000 lightbar, serial # L79727

REQUESTED MEANS OF DISPOSAL: Trash (or recycle using T+S vendor)

OTHER INFORMATION: N/A

CONDITION OF ASSET: Poor. Non-functional. Parts missing.


REASON FOR DISPOSITION: Obsolete

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 08-15-2014

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

SIGNATURE  D. Alexander

### AUDITOR

ORIGINAL PURCHASE DATE 4/27/00

RECEIPT INTO 1190-3836 AM

ORIGINAL COST \$667.00

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2731

GRANT NAME

% FUNDING

AGENCY

ASSET GROUP 1604

DOCUMENTATION ATTACHED (Y/N)

TRANSFER CONFIRMED

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME NUMBER

LOCATION WITHIN DEPARTMENT

INDIVIDUAL

TRADE AUCTION SEALED BIDS

OTHER EXPLAIN

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 08-15-2014

FIXED ASSET TAG NUMBER: 10902

**RECEIVED**

DESCRIPTION:

Setina metal partition from patrol vehicle

AUG 18 2014

REQUESTED MEANS OF DISPOSAL:

Recycle (using T&S vendor)

**BOONE COUNTY AUDITOR**

OTHER INFORMATION: N/A

CONDITION OF ASSET: Poor. Non-functional. Parts missing. Lexan window missing.

REASON FOR DISPOSITION: Obsolete

COUNTY / COURT IT DEPT. (check one)  DOES  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 08-15-2014

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

SIGNATURE

*D. Alexander* D. Alexander

**AUDITOR**

ORIGINAL PURCHASE DATE 4/24/97

RECEIPT INTO 1190-3836 HM

ORIGINAL COST \$ 318.25

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2731

GRANT NAME

% FUNDING

AGENCY

ASSET GROUP 1604

DOCUMENTATION ATTACHED (Y/N)

TRANSFER CONFIRMED

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME NUMBER

LOCATION WITHIN DEPARTMENT

INDIVIDUAL

TRADE AUCTION SEALED BIDS

OTHER EXPLAIN

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE *D. Alexander*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 9/2/14

FIXED ASSET TAG NUMBER: 2084

DESCRIPTION: Wooden Chair

**RECEIVED**

REQUESTED MEANS OF DISPOSAL:

SEP 03 2014

OTHER INFORMATION:

**BOONE COUNTY AUDITOR**

CONDITION OF ASSET: Old & unstable

REASON FOR DISPOSITION: Old - Do not need

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: When Convenient

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Prosecuting Attorney - 1261

SIGNATURE

*Bonnie Adams*

**AUDITOR**

ORIGINAL PURCHASE DATE 11/23/83

RECEIPT INTO 1190-3836 HM

ORIGINAL COST \$50.00

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP 1602

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE *Samuel H. Atwell*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 9/2/14

FIXED ASSET TAG NUMBER: 11392

DESCRIPTION: Chair - Midback Management - Blue (Piretti)

**RECEIVED**

SEP 03 2014

**BOONE COUNTY AUDITOR**

REQUESTED MEANS OF DISPOSAL: 11392

OTHER INFORMATION:

CONDITION OF ASSET: Broken

REASON FOR DISPOSITION:

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE:

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Prosecuting Attorney - 1261

SIGNATURE

*Bonnie Adams*

**AUDITOR**

ORIGINAL PURCHASE DATE 4/15/98

RECEIPT INTO 1190-3836 *DM*

ORIGINAL COST \$343.20

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP 1602

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_ AUCTION \_\_\_\_ SEALED BIDS

OTHER EXPLAIN destroyed - remove from inventory

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE *Samuel H. Atwell*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 9/2/14

FIXED ASSET TAG NUMBER: 10975

DESCRIPTION: Mid-Back Management Chair - Blue (Piretti)

REQUESTED MEANS OF DISPOSAL:

OTHER INFORMATION:

CONDITION OF ASSET: Broken

REASON FOR DISPOSITION: Broken

**RECEIVED**

SEP 03 2014

**BOONE COUNTY AUDITOR**

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE:

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Prosecuting Attorney - 1261

SIGNATURE

*Bonnie Akh*

**AUDITOR**

ORIGINAL PURCHASE DATE 4/9/97

RECEIPT INTO 1190-3836 HM

ORIGINAL COST \$ 343.20

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP 1402

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_ AUCTION \_\_\_\_ SEALED BIDS

OTHER EXPLAIN destroyed - remove from inventory

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE *[Signature]*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 9/2/14

FIXED ASSET TAG NUMBER: No Tag

DESCRIPTION: Desk Return

**RECEIVED**

SEP 03 2014

REQUESTED MEANS OF DISPOSAL:

**BOONE COUNTY AUDITOR**

OTHER INFORMATION:

CONDITION OF ASSET: Good

REASON FOR DISPOSITION: Do not need - Not enough room in cubicle for desk & return

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: As soon as possible - It's in the hallway by our conference room.

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Prosecuting Attorney - 1261

SIGNATURE

*Bonnie Adams*

### AUDITOR

ORIGINAL PURCHASE DATE NO DATA

RECEIPT INTO 1190-3834 *AM*

ORIGINAL COST \_\_\_\_\_

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE *Dennis H. Atwell*



# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 9/2/14

FIXED ASSET TAG NUMBER: No Tag

DESCRIPTION: Chair - Blue Desk Chair

REQUESTED MEANS OF DISPOSAL:

OTHER INFORMATION:

CONDITION OF ASSET: Broken & old

REASON FOR DISPOSITION: Broken

**RECEIVED**

SEP 03 2014

**BOONE COUNTY AUDITOR**

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE:

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Prosecuting Attorney - 1261

SIGNATURE

*Bonnie Adams*

**AUDITOR**

ORIGINAL PURCHASE DATE

No DATA

RECEIPT INTO

1190-3836 HM

ORIGINAL COST

GRANT FUNDED (Y/N)

ORIGINAL FUNDING SOURCE

GRANT NAME

% FUNDING

ASSET GROUP

AGENCY

DOCUMENTATION ATTACHED (Y/N)

TRANSFER CONFIRMED

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_ TRANSFER

DEPARTMENT NAME

NUMBER

LOCATION WITHIN DEPARTMENT

INDIVIDUAL

\_\_\_ TRADE

\_\_\_ AUCTION

\_\_\_ SEALED BIDS

\_\_\_  OTHER

EXPLAIN

Destroyed - remove from inventory

COMMISSION ORDER NUMBER

1-2015

DATE APPROVED

1-5-15

SIGNATURE

*Danny H. Atwell*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : August 27, 2014

FIXED ASSET TAG NUMBER: NA

DESCRIPTION: Red Mental Health folder files

**RECEIVED**

AUG 27 2014

REQUESTED MEANS OF DISPOSAL: Surplus

BOONE COUNTY AUDITOR

OTHER INFORMATION: Files will be in Debbie Lee's office on the second floor next to Probate.

CONDITION OF ASSET: Good

REASON FOR DISPOSITION: No longer needed

COUNTY / COURT IT DEPT. (check one)  DOES  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: At your earliest convenience

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1221

SIGNATURE

*Christy Blakemore*

**AUDITOR**

ORIGINAL PURCHASE DATE

No DATA

RECEIPT INTO

1190-3836

*DM*

ORIGINAL COST

GRANT FUNDED (Y/N)

ORIGINAL FUNDING SOURCE

GRANT NAME

% FUNDING

AGENCY

ASSET GROUP

DOCUMENTATION ATTACHED (Y/N)

TRANSFER CONFIRMED

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_ TRANSFER

DEPARTMENT NAME

NUMBER

LOCATION WITHIN DEPARTMENT

INDIVIDUAL

\_\_\_ TRADE

\_\_\_ AUCTION

\_\_\_ SEALED BIDS

\_\_\_ OTHER

EXPLAIN

COMMISSION ORDER NUMBER

1-2015

DATE APPROVED

1-5-15

SIGNATURE

*Samuel H. Atwell*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 8/20/14

FIXED ASSET TAG NUMBER: 07921

DESCRIPTION: Telephone - Meridian Model 5312

**RECEIVED**

AUG 20 2014

REQUESTED MEANS OF DISPOSAL: Surplus

OTHER INFORMATION:

**BOONE COUNTY AUDITOR**

CONDITION OF ASSET: Somewhat poor

REASON FOR DISPOSITION: Buttons and screens have been malfunctioning

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: as soon as possible

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1121

SIGNATURE 

**AUDITOR**

ORIGINAL PURCHASE DATE 9/15/93

RECEIPT INTO 1190.3836 HM

ORIGINAL COST \$676.08

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP 1604

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 8/26/2014

FIXED ASSET TAG NUMBER: 19107

DESCRIPTION: Pavement type traffic counter

**RECEIVED**

AUG 26 2014

REQUESTED MEANS OF DISPOSAL: Dispose, no resale value

**BOONE COUNTY AUDITOR**

OTHER INFORMATION: Asset has been vandalized causing it to no longer work

CONDITION OF ASSET: Unusable

REASON FOR DISPOSITION: Counter no longer works

COUNTY / COURT IT DEPT. (circle one) DOES DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

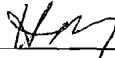
WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 2045

SIGNATURE 

**AUDITOR**

ORIGINAL PURCHASE DATE 1/31/2014 \_\_\_\_\_

RECEIPT INTO 2045-3836 

ORIGINAL COST \$1576.80

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE 2741

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP 1604

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

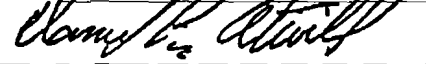
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 8/26/2014

FIXED ASSET TAG NUMBER: 17154

DESCRIPTION: Gravel type traffic counter

REQUESTED MEANS OF DISPOSAL: Dispose, no resale value

OTHER INFORMATION:

CONDITION OF ASSET: Unusable

REASON FOR DISPOSITION: Counter no longer works

COUNTY / COURT IT DEPT. (circle one) ~~DOES~~ / DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 2045

SIGNATURE 

**RECEIVED**

AUG 26 2014

**BOONE COUNTY AUDITOR**

**AUDITOR**

ORIGINAL PURCHASE DATE 4/19/2010

RECEIPT INTO 2045-3836 HM

ORIGINAL COST \$346.41

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE 2741

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP 1604

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_ AUCTION \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 8/26/2014

FIXED ASSET TAG NUMBER: No tag; Serial #RD11212D

RECEIVED

DESCRIPTION: Gravel type traffic counter

AUG 20 2014

REQUESTED MEANS OF DISPOSAL: Dispose, no resale value

BOONE COUNTY AUDITOR

OTHER INFORMATION: Purchase price less than requirement for asset tags. There are three (3) of these to dispose of

CONDITION OF ASSET: Unusable

REASON FOR DISPOSITION: Counter: no longer works

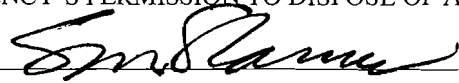
COUNTY / COURT IT DEPT. (circle one) DOES DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 2045

SIGNATURE



**AUDITOR**

ORIGINAL PURCHASE DATE unknown

No Data

RECEIPT INTO 2045 - 3836 HM

ORIGINAL COST Approximately \$350 each

GRANT FUNDED (Y/N) \_\_\_\_\_

GRANT NAME \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 8/26/2014

FIXED ASSET TAG NUMBER: No tag; Serial #RD11210 D

DESCRIPTION: Gravel type traffic counter

**RECEIVED**

AUG 26 2014

REQUESTED MEANS OF DISPOSAL: Dispose, no resale value

**BOONE COUNTY AUDITOR**

OTHER INFORMATION: Purchase price less than requirement for asset tags. There are three (3) of these to dispose of

CONDITION OF ASSET: Unusable

REASON FOR DISPOSITION: Counter no longer works

COUNTY / COURT IT DEPT. (circle one) DOES / DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 2045

SIGNATURE 

**AUDITOR**

ORIGINAL PURCHASE DATE unknown

No data

RECEIPT INTO 2045-3834

ORIGINAL COST Approximately \$350 each

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_


INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 8/26/2014

FIXED ASSET TAG NUMBER: No tag; Serial #RD **RECEIVED**

DESCRIPTION: Gravel type traffic counter

AUG 26 2014

REQUESTED MEANS OF DISPOSAL: Dispose, no resale value

**BOONE COUNTY AUDITOR**

OTHER INFORMATION: Purchase price less than requirement for asset tags. There are three (3) of these to dispose of

CONDITION OF ASSET: Unusable

REASON FOR DISPOSITION: Counter: no longer works

COUNTY / COURT IT DEPT. (circle one) DOES DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 2045

SIGNATURE 

**AUDITOR**

ORIGINAL PURCHASE DATE unknown

RECEIPT INTO No data

2045-3836 HM

ORIGINAL COST Approximately \$350 each

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE 



# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 8/28/14

FIXED ASSET TAG NUMBER: 14079

DESCRIPTION: 1/2 moon table (2)

**RECEIVED**

REQUESTED MEANS OF DISPOSAL: Transfer

SEP 11 2014

OTHER INFORMATION: N/A

**BOONE COUNTY  
AUDITOR**

CONDITION OF ASSET: Good

REASON FOR DISPOSITION: Needed smaller 1 piece tables to fit better in conference rooms.

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1241 - Juvenile Office

SIGNATURE Cindy Gault

**AUDITOR**

ORIGINAL PURCHASE DATE 5/21/03

RECEIPT INTO 1190-3836 HM

ORIGINAL COST \$381.16

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP 1602

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS \_\_\_\_\_

OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE [Signature]

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 8/28/14

FIXED ASSET TAG NUMBER: 14110 /

DESCRIPTION: 1/2 moon table (2)

REQUESTED MEANS OF DISPOSAL: Transfer

OTHER INFORMATION: N/A

CONDITION OF ASSET: Good

RECEIVED

SEP 11 2014

BOONE COUNTY  
AUDITOR

REASON FOR DISPOSITION: Needed smaller 1 piece tables to fit better in conference rooms.

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1241 - Juvenile Office

SIGNATURE Cindy James

AUDITOR

ORIGINAL PURCHASE DATE 5/21/03

RECEIPT INTO 1190-3836 Am

ORIGINAL COST \$ 381.16

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP 1602

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS \_\_\_\_\_

OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE [Signature]

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 8/28/14

FIXED ASSET TAG NUMBER: 06533

DESCRIPTION: Grey Office Chair

REQUESTED MEANS OF DISPOSAL: Transfer/Destroy

OTHER INFORMATION: N/A

CONDITION OF ASSET: Worn

REASON FOR DISPOSITION: Not safe to sit in. Purchased a new one.

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR IT'S OWN USE: (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1241 - Juvenile Office

SIGNATURE Cindy James

### AUDITOR

ORIGINAL PURCHASE DATE 6/4/90

RECEIPT INTO 1190-5836 Hwy

ORIGINAL COST \$111.62

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP 1602

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

OTHER EXPLAIN destroyed. - remove from inventory

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE [Signature]

RECEIVED

SEP 11 2014

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : October 22, 2014

FIXED ASSET TAG NUMBER: NA

DESCRIPTION: Miscellaneous office supplies, folder file trays, paper tray holders, out of service phones, broken keyboard tray, 2 hole punchers, notebooks

**RECEIVED**

UCT 22 2014

REQUESTED MEANS OF DISPOSAL: Surplus items

OTHER INFORMATION: Surplus items are boxed up and marked in the room next to the 2<sup>nd</sup> Floor Conference Room.

8 Boxes

**BOONE COUNTY AUDITOR**

CONDITION OF ASSET:

REASON FOR DISPOSITION: No longer needed

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE:

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1221

SIGNATURE

*Debbie Hae*

**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1990-3836 HA

ORIGINAL COST \_\_\_\_\_

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE *Clayton B. Atwell*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 10-29-2014

FIXED ASSET TAG NUMBER: 13953

**RECEIVED**

DESCRIPTION: Kenwood Mobile Radio Transceiver (SERIAL #: 30700068)

OCT 29 2014

**BOONE COUNTY AUDITOR**

REQUESTED MEANS OF DISPOSAL: Surplus

OTHER INFORMATION: Does not include power/ground cable, communications cable, microphone, control head, or transceiver bracket.

CONDITION OF ASSET: Fair

REASON FOR DISPOSITION: Unit exceeded operational life expectancy and was replaced this year with a new Motorola radio.

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

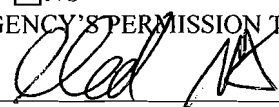
DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 10-29-2014

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: SHERIFF/ENFORCEMENT

SIGNATURE



**AUDITOR**

ORIGINAL PURCHASE DATE 5-20-04

RECEIPT INTO 2901-3836 HA

ORIGINAL COST \$2,198.00

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE 2787

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP 1604

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER

DEPARTMENT NAME \_\_\_\_\_

NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE

\_\_\_\_ AUCTION

\_\_\_\_ SEALED BIDS

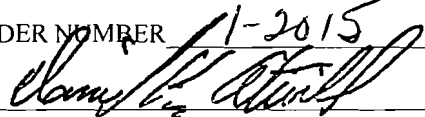
\_\_\_\_ OTHER

EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER

1-2015

DATE APPROVED



1-5-15

## PROPERTY AND EQUIPMENT

- ▶ You must take a physical inventory of the property and reconcile the results with the property records at least once every 2 years.
- ▶ Loss, damage, or theft
  - You must have a control system in place with adequate safeguards to prevent these occurrences.
  - As the recipient or subrecipient, you must promptly and properly investigate any loss, damage, or theft.
  - You must establish and use adequate maintenance procedures to keep the property in good condition.
  - If authorized or required to sell the property, the recipient or subrecipient must establish proper sales procedures to ensure the highest possible return.
- If you are a State recipient, you must dispose of equipment acquired under your award in accordance with State laws and procedures. Other recipients and subrecipients must dispose of the equipment when original or replacement equipment acquired under the award or subaward is no longer needed for the original project. They are also required to dispose of equipment acquired under the award when the equipment will be used for other activities currently or previously supported by a Federal agency.
  - ▶ You must adhere to the following rules in equipment disposition:
    - If the item to be disposed of has a current per-unit fair market value of less than \$5,000, you may retain, sell, or otherwise dispose of it with no further obligation to the awarding agency.
    - If the item has a current per-unit fair market value of \$5,000 or more, you may retain and sell it, but the awarding agency will have a right to a specific dollar amount. Calculate this amount by multiplying the current market value or proceeds from the item sale by the awarding agency's share of the equipment. The seller is also eligible for sale costs.
    - In cases where you or your subrecipient fails to take appropriate disposition actions, the awarding agency may direct you to take other disposition actions.

### Equipment and Nonexpendable Personal Property Acquired With Discretionary Funds

If you as recipient use discretionary funds to acquire equipment and nonexpendable personal property, the following standards and procedures govern ownership, use, management, and disposition of this type of equipment:

- When you use discretionary funds to acquire equipment and nonexpendable personal property, title settles on your organization, subject to the obligations and conditions set forth in [Title 28 CFR Part 66](#) for State and local units of government, and in [Title 28 CFR Part 70](#) for other recipients.

#### **① FINANCIAL MANAGEMENT TIP**

Your organization should use its own capitalization policy for classification of a nonexpendable item. If your organization does not have capitalization policy in place, you must use the Federal policy that states that a nonexpendable item with a value of \$5,000 or more and a useful life of one year is considered equipment.

- A State should use equipment acquired under an award in accordance with State laws and procedures. Local government recipients should use equipment in accordance with the requirements contained in the section "[Equipment Acquired with Juvenile Justice Act Formula and Victims of Crime Act Assistance \(Formula\) Funds](#)."
- Other recipients should use nonexpendable personal property in the project or program for which it was acquired as long as needed, whether or not the project or program continues to be supported by Federal funds.

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 10-29-2014

FIXED ASSET TAG NUMBER: **13282**

DESCRIPTION: Kenwood Mobile Radio Transceiver (SERIAL #: **30700075**)

REQUESTED MEANS OF DISPOSAL: Surplus

OTHER INFORMATION: Does not include power/ground cable, communications cable, microphone, control head, or transceiver bracket.

CONDITION OF ASSET: Fair

REASON FOR DISPOSITION: Unit exceeded operational life expectancy and was replaced this year with a new Motorola radio.

COUNTY / COURT IT DEPT. (check one)  DOES  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 10-29-2014

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: SHERIFF/ENFORCEMENT

SIGNATURE 

### AUDITOR

ORIGINAL PURCHASE DATE 3-12-02

RECEIPT INTO 1190-3836 HA

ORIGINAL COST \$ 2,198.00

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE 2746

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP 1604

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER

DEPARTMENT NAME \_\_\_\_\_

NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE

\_\_\_\_ AUCTION

\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER

EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER ~~1-5-15~~ 1-5-15

DATE APPROVED  1-5-15

## PROPERTY AND EQUIPMENT

- ▶ You must take a physical inventory of the property and reconcile the results with the property records at least once every 2 years.
- ▶ Loss, damage, or theft
  - You must have a control system in place with adequate safeguards to prevent these occurrences.
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- If you are a State recipient, you must dispose of equipment acquired under your award in accordance with State laws and procedures. Other recipients and subrecipients must dispose of the equipment when original or replacement equipment acquired under the award or subaward is no longer needed for the original project. They are also required to dispose of equipment acquired under the award when the equipment will be used for other activities currently or previously supported by a Federal agency.
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    - If the item has a current per-unit fair market value of \$5,000 or more, you may retain and sell it, but the awarding agency will have a right to a specific dollar amount. Calculate this amount by multiplying the current market value or proceeds from the item sale by the awarding agency's share of the equipment. The seller is also eligible for sale costs.
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### FINANCIAL MANAGEMENT TIP

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- A State should use equipment acquired under an award in accordance with State laws and procedures. Local government recipients should use equipment in accordance with the requirements contained in the section "[Equipment Acquired with Juvenile Justice Act Formula and Victims of Crime Act Assistance \(Formula\) Funds](#)."
- Other recipients should use nonexpendable personal property in the project or program for which it was acquired as long as needed, whether or not the project or program continues to be supported by Federal funds.



# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 10-29-2014

FIXED ASSET TAG NUMBER: *None Apparent*

DESCRIPTION: Kenwood Mobile Radio Transceiver (SERIAL #: *30700216*)

**RECEIVED**

OCT 29 2014

REQUESTED MEANS OF DISPOSAL: Surplus

**BOONE COUNTY AUDITOR**

OTHER INFORMATION: Does not include power/ground cable, communications cable, microphone, control head, or transceiver bracket.

CONDITION OF ASSET: Fair

REASON FOR DISPOSITION: Unit exceeded operational life expectancy and was replaced this year with a new Motorola radio.

COUNTY / COURT IT DEPT. (check one)  DOES  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 10-29-2014

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: SHERIFF/ENFORCEMENT

SIGNATURE 

### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3836 HQ

ORIGINAL COST \_\_\_\_\_

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED  1-5-15

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 10-29-2014

FIXED ASSET TAG NUMBER: 12404

DESCRIPTION: Kenwood Mobile Radio Transceiver (SERIAL #:11100020 )

**RECEIVED**

OCT 29 2014

REQUESTED MEANS OF DISPOSAL: Surplus

**BOONE COUNTY AUDITOR**

OTHER INFORMATION: Does not include power/ground cable, communications cable, microphone, control head, or transceiver bracket.

CONDITION OF ASSET: Fair

REASON FOR DISPOSITION: Unit exceeded operational life expectancy and was replaced this year with a new Motorola radio.

COUNTY / COURT IT DEPT. (check one)  DOES  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 10-29-2014

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: SHERIFF/ENFORCEMENT

SIGNATURE 

### AUDITOR

ORIGINAL PURCHASE DATE 5-25-00

RECEIPT INTO 11903836 HA

ORIGINAL COST \$2,018

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP 1604

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED  1-5-15

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 9/4/14

FIXED ASSET TAG NUMBER: ~~110-110~~  
9571

DESCRIPTION: Blue Desk Chair

**RECEIVED**

DEC 05 2014

**BOONE COUNTY AUDITOR**

REQUESTED MEANS OF DISPOSAL

OTHER INFORMATION:

CONDITION OF ASSET: Broken

REASON FOR DISPOSITION: Broken

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP - Taking up space in the hallway in front of our conference room.

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1261 - Pros Ath

SIGNATURE Bonnie Adkins

**AUDITOR**

ORIGINAL PURCHASE DATE 6-30-95

RECEIPT INTO 1190-3836 40

ORIGINAL COST \$194

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2782

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP 1602

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_ AUCTION \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN destroyed remove from inventory

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE [Signature]

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 9/2/14

FIXED ASSET TAG NUMBER: ~~No Tag~~

9573

DESCRIPTION: Chair - Blue Desk Chair

REQUESTED MEANS OF DISPOSAL:

**RECEIVED**

OTHER INFORMATION:

DEC. 05 2014

CONDITION OF ASSET: Broken & old

**BOONE COUNTY AUDITOR**

REASON FOR DISPOSITION: Broken

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE:

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Prosecuting Attorney - 1261

SIGNATURE

*Bonnie Atkins*

**AUDITOR**

ORIGINAL PURCHASE DATE 6-30-95

RECEIPT INTO 1190-3836 140

ORIGINAL COST \$194

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2782

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP 1602

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_ AUCTION \_\_\_\_ SEALED BIDS

OTHER EXPLAIN destroyed remove from inventory

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE *Samuel H. Atwell*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 12-4-14 FIXED ASSET TAG NUMBER: 12637

DESCRIPTION: GREEN OFFICE CHAIR

REQUESTED MEANS OF DISPOSAL: DISPOSE

OTHER INFORMATION: UNSAFE

CONDITION OF ASSET: POOR

REASON FOR DISPOSITION:

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: ~~1241~~ 1241

SIGNATURE Donna Caff

### AUDITOR

ORIGINAL PURCHASE DATE 10-26-00

RECEIPT INTO 1190-3836 14a

ORIGINAL COST \$225.00

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP 1602

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

OTHER EXPLAIN destroyed - remove from inventory

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE Sam Hill

RECEIVED

DEC 05 2014

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 12-4-14 FIXED ASSET TAG NUMBER: 9322

DESCRIPTION: RED TASK CHAIR

**RECEIVED**

DEC 05 2014

**BOONE COUNTY AUDITOR**

REQUESTED MEANS OF DISPOSAL:

OTHER INFORMATION:

CONDITION OF ASSET: POOR

REASON FOR DISPOSITION: NO LONGER SAFE TO USE

COUNTY / COURT IT DEPT. (circle one) DOES / DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE:

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET

DEPARTMENT: 1115

SIGNATURE [Signature]

**AUDITOR**

ORIGINAL PURCHASE DATE 5-11-95

RECEIPT INTO 1190-3836 HA

ORIGINAL COST 301.76

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2731

GRANT NAME

% FUNDING

AGENCY

ASSET GROUP 1602

DOCUMENTATION ATTACHED (Y/N)

TRANSFER CONFIRMED

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

TRADE AUCTION SEALED BIDS

OTHER EXPLAIN destroyed - remove from inventory

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE [Signature]

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 9/2/14

FIXED ASSET TAG NUMBER: 6205

DESCRIPTION: WALNUT ARM CHAIR

RECEIVED

REQUESTED MEANS OF DISPOSAL:

DEC. 05 2014

OTHER INFORMATION:

BOONE COUNTY AUDITOR

CONDITION OF ASSET: Broken & old

REASON FOR DISPOSITION: Broken

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE:

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Prosecuting Attorney - 1261

SIGNATURE Bonnie Adams

**AUDITOR**

Already Retired

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3836 HA

ORIGINAL COST \_\_\_\_\_

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE \_\_\_\_\_

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_ AUCTION \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE [Signature]

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 8/28/14

FIXED ASSET TAG NUMBER: 11747

DESCRIPTION: Green Office Chair

RECEIVED

RECEIVED

REQUESTED MEANS OF DISPOSAL: Transfer

DEC. 05 2014

SEP 11 2014

OTHER INFORMATION: N/A

BOONE COUNTY AUDITOR

BOONE COUNTY  
AUDITOR

CONDITION OF ASSET: Wheels will not turn properly....tipping over hazard

REASON FOR DISPOSITION: Not safe to sit in. Purchased a new one.

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1241 – Juvenile Office

SIGNATURE

*Cindy Janer*

**AUDITOR**

ORIGINAL PURCHASE DATE 12/31/98

RECEIPT INTO 1190-3836 HM HA

ORIGINAL COST 259.00

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP 1602

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

OTHER EXPLAIN destroyed - remove from inventory

COMMISSION ORDER NUMBER 1-2015

DATE APPROVED 1-5-15

SIGNATURE *[Signature]*



# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

January Session of the January Adjourned

Term. 2015

In the County Commission of said county, on the 5th day of January 20 15

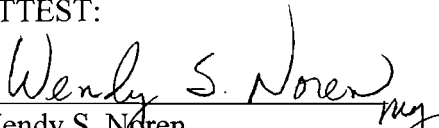
the following, among other proceedings, were had, viz:

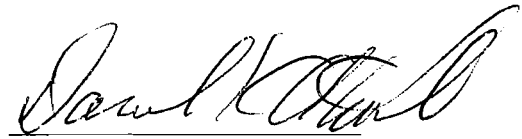
Now on this day the County Commission of the County of Boone does hereby receive and accept the following subdivision plat and authorize the Presiding Commissioner to sign it:

- Manchester Heights Block 2A. S35-T49N-R12W. R-S. Bruce and Deborah Horman, owners. C. Stephen Heying, surveyor.

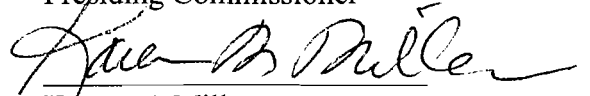
Done this 5th day of January, 2015.

ATTEST:

  
 Wendy S. Noren  
 Clerk of the County Commission



Daniel K. Atwill  
 Presiding Commissioner



Karen M. Miller  
 District I Commissioner



Janet M. Thompson  
 District II Commissioner

**CERTIFIED COPY OF ORDER**

STATE OF MISSOURI

} ea.

January Session of the January Adjourned

Term. 20 15

County of Boone

In the County Commission of said county, on the

5th

day of January

20 15

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the Boone County Commission Minutes during the IV Quarter beginning on 10/09/2014 through 12/30/2014.

Done this 5th day of January, 2015.

ATTEST:

Wendy S. Noren  
Wendy S. Noren  
Clerk of the County Commission

Daniel K. Atwill

Daniel K. Atwill  
Presiding Commissioner

Karen M. Miller

Karen M. Miller  
District I Commissioner

Janet M. Thompson

Janet M. Thompson  
District II Commissioner