

**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:** 7/12/11
 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:
The request for the Board is to approve the inventory transaction as noted below:

DESCRIPTION	ASSET TAG NUMBER	ACTION
Hewlett Packard Laserjet Printer	CC-380-P&Z	Transfer to Surplus

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

DESCRIPTION	ASSET TAG NUMBER	ACTION
2005 Kubota 4 Wheel Drive Front End Loader	CC-30-SMAL	Transfer to Road & Bridge