

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

December Session of the October Adjourned

Term. 20 23

In the County Commission of said county, on the 21st day of December 20 23

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

Now on this day, the County Commission of the County of Boone does hereby authorize the request to convert position 428, Assistant Prosecuting Attorney II (Class Code 500300, Range 51), to Associate Legal Counsel (Class Code 709000, Range 43). At a later date, the position can be converted back to the original classification of Assistant Prosecuting Attorney II at vacancy or at the request of the Prosecuting Attorney during the next budget cycle.

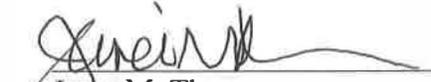
Done this 21st day of December 2023.

ATTEST:

  
Brianna L. Lennon  
Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner

  
Justin Aldred  
District I Commissioner

  
Janet M. Thompson  
District II Commissioner

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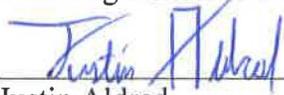
Now on this day the County Commission of the County of Boone does hereby approve the request to transfer above the authorized transfer policy for position number 548, GIS Manager, and does hereby authorize an appropriation of \$83,200 for the salary of said position.

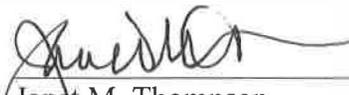
Done this 21st day of December 2023.

ATTEST:

  
Brianna L. Lennon  
Clerk of the County Commission

  
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# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

December Session of the October Adjourned

Term. 20 23

County of Boone

} ea.

In the County Commission of said county, on the 21st day of December 20 23

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

Now on this day, the County Commission of the County of Boone does hereby approve an agreement with Amarach Planning Services, LLC for a Housing Study for Boone County, Missouri.

The terms of the Agreement are set out in the attached Contract and the Presiding Commissioner is authorized to sign the same.

Done this 21st day of December 2023.

ATTEST:

Brianna L. Lennon  
Clerk of the County Commission

Kip Kendrick  
Presiding Commissioner

Justin Aldred  
Commissioner

Janet M. Thompson  
District II Commissioner

# Boone County Purchasing

**Melinda Bobbitt, CPPO, CPPB**  
Director of Purchasing



613 E. Ash St., Room 110  
Columbia, MO 65201  
Phone: (573) 886-4391  
Fax: (573) 886-4390

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## MEMORANDUM

**TO:** Boone County Commission  
**FROM:** Melinda Bobbitt, CPPO, CPPB  
**DATE:** December 12, 2023  
**RE:** Request for Proposal Award Recommendation: *C000705 (Bid 23-25JUL23 – Housing Study for Boone County, Missouri* with Amarach Planning Services, LLC

Request for Proposal *23-25JUL23 – Housing Study for Boone County, Missouri* closed on July 27, 2023. Five proposal responses were received.

The evaluation committee consisted of:

Stephanie Browning, Director, Columbia/Boone County Public Health/Human Service Department  
Jennifer Deaver, Housing Programs Manager, Community Development, City of Columbia  
Bill Florea, Director, Boone County Resource Management  
Darin Preis, Executive Director, Central Missouri Community Action  
Brian Toohey, CEO, Columbia Board of REALTORS

Recommendation for award is to Amarch Planning Services, LLC of Ocala, Florida per the attached Evaluation Report.

Award is for a not to exceed contract amount of \$86,373.75 and will be paid from department 2132- Community Health Fund Program Funding, account 71101 – Professional Services. \$155,000 is budgeted for 2024.

**ATT:** Evaluation Committee Report

**cc:** RFP File



## **AGREEMENT FOR HOUSING STUDY FOR BOONE COUNTY, MISSOURI Amarach Planning Services, LLC**

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**THIS AGREEMENT, Boone County Contract #C000705**, dated the \_\_\_\_\_ 21st day of December \_\_\_\_\_, 20<sup>23</sup> is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, hereinafter called "County" and **Amarach Planning Services, LLC**, hereinafter referred to as **Amarach**.

**WHEREAS**, the County solicited formal written proposals from qualified organizations for the provision and delivery of a housing study for Boone County, Missouri; and

**WHEREAS**, Amarach has submitted a complete Request for Proposal response to the County detailing the scope of work and other supports to be provided along with the expected cost to Amarach thereof; and

**WHEREAS**, the County has approved the Request for Proposal in whole or in part as hereinafter set forth.

**IN CONSIDERATION** of the parties' performance of the respective obligations contained herein, the parties agree as follows:

### **FUNDING ALLOCATION FOR SERVICES RENDERED BY AMARACH**

1. **Contract Documents.** This agreement shall consist of the Request for Proposal #23-25JUL23 (Housing Study for Boone County, Missouri), Addendums #1 and #2, Written Clarifications #1 and #2, and Amarach's response(s) to the Request for Proposal, Addendums, and Written Clarifications. All such documents shall constitute the contract documents, which are attached hereto and incorporated herein for reference. In the event of conflict between any of the foregoing documents, the terms, conditions, provisions, and requirements contained in this Agreement shall prevail and control over Amarach's Proposal and Clarification responses.

2. **Purchase.** The County agrees to purchase from Amarach and Amarach agrees to furnish a **Housing Study for Boone County, Missouri**, as described and in compliance with the original Request for Proposal and as presented in Amarach's response(s). Services/deliverables shall be provided as outlined in the attached proposal response(s). The total allowable compensation under this agreement shall not exceed **\$86,373.75** unless compensation for specific identified additional services is authorized and approved by the County in writing in advance of rendition of such services for which additional compensation is requested.

3. **Contract Duration.** This agreement shall commence on January 1, 2004 and extend through December 31, 2024 subject to the provisions for termination specified below.

4. **Billing and Payment.** All billing shall be invoiced to the County monthly by the 10<sup>th</sup> of the month following the month for which services were provided. The County agrees to pay all monthly statements within thirty days of receipt of a correct and valid invoice/monthly statement. In the event of a billing dispute, the County reserves the right to withhold payment on the disputed amount; in the event the billing dispute is resolved in favor of Amarach, the County agrees to pay interest at a rate of 9% per annum on disputed amounts withheld commencing from the last date that payment was due.

5. **Availability of Funds.** Payments under this contract are dependent upon the availability of funds or as otherwise determined by the County. This contract can be terminated if funding becomes unavailable in whole or in part for cause shown, and the County shall have no obligation to continue payment.

#### **REPORTING, MONITORING, AND MODIFICATION**

6. **Reporting.** The County shall utilize the Request for Proposal #23-25JUL23 (Housing Study for Boone County, Missouri) response, Written Clarifications, and responses to Written Clarifications to monitor delivering the scope of work and project expenditures. Amarach agrees to provide a brief narrative each month when submitting invoices describing work completed the month prior. Amarach will produce progress reports outlined in the scope of work, including a final report and a summary report. The final report will be comprehensive and include a thorough analysis of all data collected and findings of this project. The smaller summary report will include a summary of key data and findings. Amarach agrees to present the final and summary reports to the County.

7. **Modification or Amendment.** In the event Amarach requests to make any change, modification, or an amendment to the scope of work covered by this contract, a request of the proposed modification or amendment must be submitted in writing to the Director of Community Services.

#### **OTHER TERMS OF THIS CONTRACT**

8. **Violation of Client Rights.** Any alleged case of a violation of a client's rights in a contract funded through the County shall be investigated in accordance with Amarach's policies and procedures and in accordance with any local/state/federal regulations. Amarach agrees to notify the County through the Director of Community Services of any such incidents that have been reported to the appropriate governmental body and must also authorize the governmental body to notify the County of any substantiated allegations. Amarach must comply with Missouri law regarding confidentiality of client records.

9. **Discrimination.** Amarach will refrain from discrimination on the basis of race, color, religion, sex, national origin, ancestry, disability, age, sexual orientation, genetic information, and familial status and comply will applicable provisions of federal and state laws, county or municipal statutes or ordinances, which prohibit discrimination in employment and the delivery of services.

10. **Accreditation/Licensure/Certifications.** Amarach must comply with all state/federal certification and licensing requirements and all applicable federal, state, and local laws and must remain in "good standing" with the applicable oversight entity.

11. **Subcontracts.** Amarach may enter into subcontracts for components of the contracted service as Amarach deems necessary within the terms of the contract. All such subcontracts require the written approval of the County or their designated representative. In performing all services under the resulting contract agreement, Amarach shall comply with all local, state, and federal laws. Any subcontractor shall be subject to the audit/monitoring requirements stated herein and all other conditions and requirements of this contract agreement.

12. **Employment of Unauthorized Aliens Prohibited.** Amarach agrees to comply with Missouri State Statute section 285.530. Amarach also agrees that they shall not knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the state of Missouri. Amarach shall require each subcontractor to affirmatively state in its Agreement with the Amarach that the subcontractor shall not knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the state of Missouri.

13. **Litigation.** Amarach agrees that there is no litigation, claim, consent order, settlement agreement, investigation, challenge, or other proceeding pending or threatened against Amarach or any individual acting on the Amarach's behalf, including subcontractors, which seek to enjoin or prohibit Amarach from entering into this contract agreement of performing its obligations under this agreement.

14. **Failure to Perform/Default.** In the event Amarach, at any time, fails or refuses to perform according to the terms of this contract, as determined by the County, such failure or refusal shall constitute a default hereunder, and the County will be relieved of any further obligation to make payments to Amarach as set out herein. This contract will be terminated at the option of the County.

15. **Termination.** This contract may be terminated, with or without cause, by either party upon thirty (30) days written notice to the other party. In addition, this agreement may be terminated by the County upon 15 days advance written notice for any of the following reasons or under any of the following circumstances:

a. The County may terminate this agreement due to material breach of any term or condition of this agreement, or

b. The County may terminate this agreement if key personnel providing services are changed such that in the opinion of the County delivery of services are or will be delayed or impaired, or if services are otherwise not in conformity with proposal specification, or if services are deficient in quality in the sole judgment of the County, or

c. The County may terminate this agreement should Amarach fail substantially to perform in accordance with its terms through no fault of the party initiating the termination, or

d. If appropriations are not made available and budgeted for any calendar year to fund this agreement.

Upon receipt of notice of termination, Amarach shall make every effort to reduce or cancel outstanding commitments and shall incur no additional expenses. The County shall reimburse Amarach for outstanding expenses incurred up to the date of termination, including uncancellable obligations and reasonable termination costs, but in no event, will such costs exceed the total funds presently allocated to this Contract.

16. **Boone County Insurance Requirements:** Amarach shall not commence work under this contract until they have obtained all insurance required under this paragraph and such insurance has been approved by the County. All policies shall be in amounts, form, and companies satisfactory to the County which must carry an A-6 or better rating as listed in the A.M. Best or equivalent rating guide.

**Compensation Insurance:** Amarach shall take out and maintain during the life of this contract, Employee's Liability and Worker's Compensation Insurance for all their employees employed at the site of work, and in case any work is sublet, Amarach shall require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by Amarach.

**Worker's Compensation:** Worker's Compensation coverage shall meet Missouri statutory limits. Employers' Liability limits shall be \$500,000.00 each employee, \$500,000.00 each accident, and \$500,000.00 policy limit.

**Comprehensive General Liability Insurance:** Amarach shall take out and maintain during the life of this contract, such comprehensive general liability insurance as shall protect them from claims for damages for personal injury including accidental death, as well as from claims for property damages, which may arise from operations under this contract, whether such operations be by themselves or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than \$1,000,000.00 per limit for any one occurrence covering both bodily injury and property damage, including accidental death. If providing

Comprehensive General Liability Insurance, then the Proof of Coverage of Insurance shall also be included.

Amarach shall provide the County with proof of General Liability and Property Damage Insurance with the County as additional insured, which shall protect the County against any and all claims which might arise as a result of the operations of Amarach in fulfilling the terms of this contract during the life of the Contract. The minimum limit of such insurance will be \$1,000,000.00 per occurrence, combined single limits. Limits can be satisfied by using a combination of primary and excess coverages. Should any work be subcontracted, these limits will also apply. Coverage wording shall include hold harmless agreement as written below, subrogation waiver and protection against third party suits to further protect Boone County from liability belonging to Amarach.

**Professional Liability Insurance:** Amarach shall carry Professional Liability Insurance with a limit of no less than \$1,000,000.00 and naming Boone County as additional insured.

**Commercial Automobile Liability:** Amarach shall maintain during the life of this contract, automobile liability insurance in the amount of not less than \$1,000,000.00 combined single limit for any one occurrence, covering both bodily injury, including accidental death, and property damage, to protect themselves from any and all claims arising from the use of Amarach's own automobiles, teams and trucks; hired automobiles, teams and trucks; and both on and off the site of work.

**Proof of Carriage of Insurance** - Amarach shall furnish the County with Certificate(s) of Insurance which name the County as additional insured in an amount as required in this contract. The Certificate of Insurance shall provide that there will be no cancellation, non-renewal or reduction of coverage without 30 days prior written notice to the County. In addition, such insurance shall be on an occurrence basis and shall remain in effect until such time as the County has made final acceptance of the services provided.

Nothing in these requirements shall be construed as a waiver of any governmental immunity of the County, its officials nor any of its employees in the course of their official duties.

Failure to maintain the required insurance in force may be cause for contract termination. In the event the Agency/Service fails to maintain and keep in force the required insurance or to obtain coverage from its subcontractors, the County shall have the right to cancel and terminate the contract without notice.

**Certificate Holder address:**

County of Boone, Missouri  
C/O Purchasing Department

An Affirmative Action/Equal Opportunity Employer

613 E. Ash Street  
Columbia, MO 65201

17. **Indemnification.** To the extent permitted under Missouri law, Amarach agrees to hold harmless, defend and indemnify the County, its directors, agents, and employees from and against all claims arising by reason of any act or failure to act, negligent or otherwise, of Amarach (meaning anyone, including but not limited to consultants having a contract with Amarach or subcontractor for part of the services), or anyone directly or indirectly employed by Amarach, or of anyone for whose acts Amarach may be liable in connection with providing these services. This provision does not, however, require Contractor to indemnify, hold harmless, or defend the County of Boone from its negligence.

Nothing in these requirements shall be construed as a waiver of any governmental immunity of the County, its officials nor any of its employees in the course of their official duties. Nothing in the insurance procured as required herein shall be interpreted so as to waive any sovereign immunity, official immunity, or other immunity defense available to County as a political subdivision in the State of Missouri. It is not the County's intent or desire to procure insurance that would operate as a waiver of any such immunity defense.

18. **Publicity by Amarach.** Amarach shall notify the County of contact with the media regarding this contract. Amarach will acknowledge the County and the City of Columbia as a funding source whenever publicizing the contract

19. **Independence.** This contract does not create a partnership, joint venture, or any other form of joint relationship between the County and Amarach. The County does not recognize any of the Amarach's employees, agents, or volunteers as those of the County.

20. **Binding Effect.** This agreement shall be binding upon the parties hereto and their successors and assigns for so long as this agreement remains in full force and effect.

21. **Entire Agreement.** This agreement constitutes the entire agreement between the parties and supersedes any prior negotiations, written or verbal, and other proposal or contractual agreement. This agreement may only be amended by a signed writing executed with the same formality as this agreement.

22. **Record Retention Clause.** Amarach shall keep and maintain all records relating to this contract agreement sufficient to verify the delivery of services in accordance with the terms of this agreement for a period of three (3) years following expiration of this agreement and any applicable renewal.

23. **Notice.** Any written notice or communication to the County shall be mailed or delivered to:

Boone County Community Services  
605 E. Walnut, Ste. A  
Columbia, MO 65201

Any written notice or communication to Amarach shall be mailed or delivered to:

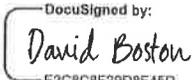
**Amarach Planning Services, LLC**  
David Boston  
155 NE 52<sup>nd</sup> Avenue  
Ocala, FL 34470

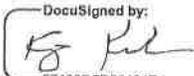
**IN WITNESS WHEREOF** the parties through their duly authorized representatives have executed this agreement on the day and year first above written.

**Amarach Planning Services, LLC**

**Boone County, Missouri**

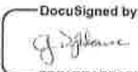
By: Boone County Commission

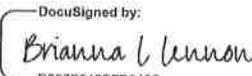
By:   
E2C8C8F29D8E45D...  
David Boston

  
57400BEDB6434D4...  
Kip Kendrick, Presiding Commissioner

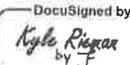
APPROVED AS TO FORM:

ATTEST:

  
7D71DEAEB9D74DD...  
CJ Dykhouse, County Counselor

  
D267E242BFB948C...  
Brianna L. Lennon, County Clerk

AUDITOR CERTIFICATION: In accordance with RSMo. §50.660, I hereby certify that a sufficient unencumbered appropriation balance exists and is available to satisfy the obligation(s) arising from this contract. (Note: Certification of this contract is not required if the terms of this contract do not create a measurable county obligation at this time.)

  
8C24BD64EE7A483...  
12/14/2023

Signature

Date

(2132/71101/\$86,373.75)

Appropriation Account

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

December Session of the October Adjourned

Term. 20 23

County of Boone

} ea.

In the County Commission of said county, on the

21st

day of December

20 23

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

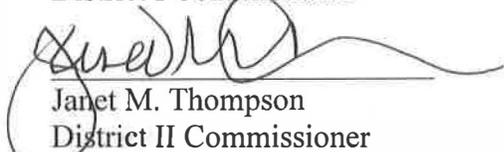
Now on this day, the County Commission of the County of Boone does hereby approve the attached computer disposal forms.

Done this 21st day of December 2023.

ATTEST:



Brianna L. Lennon  
Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner  
Justin Aldred  
District I Commissioner  
Janet M. Thompson  
District II Commissioner

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 05/05/2023

Fixed Asset Tag Number:

Description of Asset: ONE HP Z24I MONITOR

**GC COPY**

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): CNK43408K1

Condition of Asset: PURCHASE DATE

Reason for Disposition: NO LONGER NEEDED/REPLACEMENT

Location of Asset and Desired Date for Removal to Storage: ASAP - IN GC RM 123

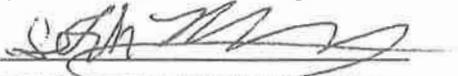
Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 2701 911/JOINT COMM OP

Signature



**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 11903836 (C)

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

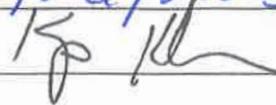
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/26/2023

Signature 

**RECEIVED**

**MAY 10 2023**

**BOONE COUNTY  
AUDITOR**

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 05/09/2023

Fixed Asset Tag Number:

Description of Asset: 4 FORTE CARD READERS (MEMORY REMOVED) 1HP KEYBOARED, 4 HP LAPTOP CHARGING CABLES

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

**CC COPY**

Condition of Asset: PURCHASE DATE

**RECEIVED**

Reason for Disposition: NO LONGER NEEDED/REPLACEMENT

**MAY 10 2023**

Location of Asset and Desired Date for Removal to Storage: ASAP IN GC RM 123

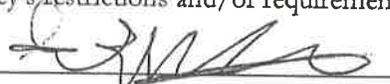
**BOONE COUNTY  
AUDITOR**

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 INFORMATION TECH

Signature 

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-38360

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

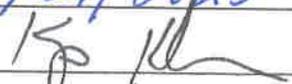
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 05/05/2023

FIXED ASSET TAG NUMBER: 00020400

DESCRIPTION: HP Z24NQ  
MONITOR LCD 24 INCH

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: NO LONGER NEEDED/REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: 911/JOINT COMM OPERA

SIGNATURE: \_\_\_\_\_

**GC COPY**

**RECEIVED**

**MAY 10 2023**

**BOONE COUNTY  
AUDITOR**

### AUDITOR

ORIGINAL ACQUISITION DATE 2016/09/09

G/L ACCOUNT FOR PROCEEDS 2700-3836

ORIGINAL ACQUISITION AMOUNT 262.08

ORIGINAL FUNDING SOURCE 2790

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/23

SIGNATURE \_\_\_\_\_

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 05/04/2023

FIXED ASSET TAG NUMBER: 00022604

DESCRIPTION: HP DC6000  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: 911/JOINT COMM OPERA SIGNATURE: 

**GC COPY**

**RECEIVED**

**MAY 10 2023**

**BOONE COUNTY  
AUDITOR**

### AUDITOR

ORIGINAL ACQUISITION DATE 2018/08/01

G/L ACCOUNT FOR PROCEEDS

2703-3836@

ORIGINAL ACQUISITION AMOUNT 1.00

ORIGINAL FUNDING SOURCE 2751

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

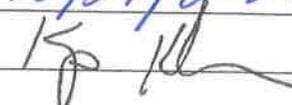
INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 05/05/2023

FIXED ASSET TAG NUMBER: 00020329

DESCRIPTION: HP Z24NQ  
MONITOR LCD 24 INCH

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

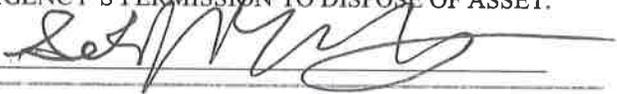
OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: NO LONGER NEEDED/REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: 911/JOINT COMM OPERA SIGNATURE: 

**RECEIVED**  
**MAY 10 2023**  
**BOONE COUNTY**  
**AUDITOR**

**AUDITOR**

ORIGINAL ACQUISITION DATE 2016/09/09

G/L ACCOUNT FOR PROCEEDS 2700-3836 

ORIGINAL ACQUISITION AMOUNT 262.08

ORIGINAL FUNDING SOURCE 2790

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

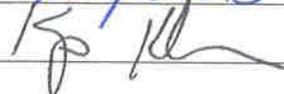
INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 05/05/2023

FIXED ASSET TAG NUMBER: 00020409

DESCRIPTION: HP Z24NQ  
MONITOR LCD 24 INCH

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

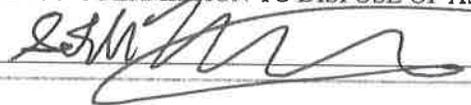
OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: 911/JOINT COMM OPERA SIGNATURE: 

### AUDITOR

ORIGINAL ACQUISITION DATE 2016/09/09

G/L ACCOUNT FOR PROCEEDS 2700-3836 @

ORIGINAL ACQUISITION AMOUNT 262.08

ORIGINAL FUNDING SOURCE 2790

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

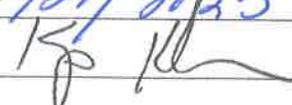
INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

**COPY**  
**RECEIVED**  
**MAY 10 2023**  
**BOONE COUNTY**  
**AUDITOR**

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 05/05/2023

FIXED ASSET TAG NUMBER: 00020326

DESCRIPTION: HP Z24NQ  
MONITOR LCD 24 INCH

**COPY**

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

**COPY RECEIVED**

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

**MAY 10 2023**

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - ln gc rm123

**BOONE COUNTY AUDITOR**

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

DEPARTMENT: 911/JOINT COMM OPERA SIGNATURE: [Signature]

**AUDITOR**

ORIGINAL ACQUISITION DATE 2016/09/09

G/L ACCOUNT FOR PROCEEDS 2700-3836

ORIGINAL ACQUISITION AMOUNT 262.08

ORIGINAL FUNDING SOURCE 2790

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

TRADE AUCTION SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE [Signature]

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 05/05/2023

FIXED ASSET TAG NUMBER: 00020325

DESCRIPTION: HP Z24NQ  
MONITOR LCD 24 INCH

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: 911/JOINT COMM OPERA SIGNATURE: 

**GC COPY**

**RECEIVED**

**MAY 10 2023**

**BOONE COUNTY  
AUDITOR**

### AUDITOR

ORIGINAL ACQUISITION DATE 2016/09/09

G/L ACCOUNT FOR PROCEEDS 2700-3836

ORIGINAL ACQUISITION AMOUNT 262.08

ORIGINAL FUNDING SOURCE 2790

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

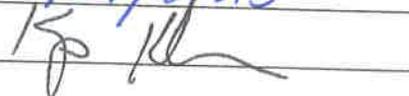
INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 05/05/2023

FIXED ASSET TAG NUMBER: 00020410

DESCRIPTION: HP Z24NQ  
MONITOR LCD 24 INCH

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

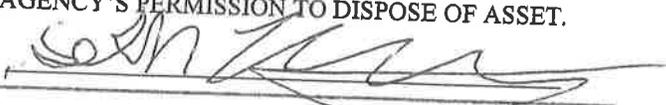
**GC COPY**

**RECEIVED**

**MAY 10 2023**

**BOONE COUNTY  
AUDITOR**

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

DEPARTMENT: 911/JOINT COMM OPERA SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2016/09/09

G/L ACCOUNT FOR PROCEEDS 2700-3836

ORIGINAL ACQUISITION AMOUNT 262.08

ORIGINAL FUNDING SOURCE 2790

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

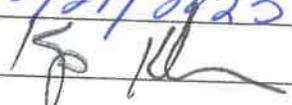
INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 05/05/2023

FIXED ASSET TAG NUMBER: 00020342

DESCRIPTION: HP Z24NQ  
MONITOR LCD 24 INCH

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

**GC COPY**

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

**RECEIVED**

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

**MAY 10 2023**

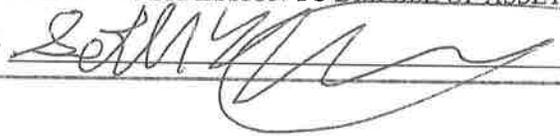
DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

**BOONE COUNTY  
AUDITOR**

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

DEPARTMENT: 911/JOINT COMM OPERA

SIGNATURE: \_\_\_\_\_



### AUDITOR

ORIGINAL ACQUISITION DATE 2016/09/09

G/L ACCOUNT FOR PROCEEDS 2700-3836@

ORIGINAL ACQUISITION AMOUNT 262.08

ORIGINAL FUNDING SOURCE 2790

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE \_\_\_\_\_

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 05/12/2023

Fixed Asset Tag Number:

Description of Asset: Old out of date computer install discs **X5 boxes**

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: purchase date

Reason for Disposition: replacement/no longer needed

Location of Asset and Desired Date for Removal to Storage: ASAP - IN GC RM 123

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 INFORMATION TECH

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 <sup>(u)</sup>

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-0023

Date Approved 12/21/2023

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 05/12/2023

Fixed Asset Tag Number:

Description of Asset: ONE FELLOWES POWERSHRED SHREDDER

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

 COPY

Condition of Asset: PURCHASE DATE

Reason for Disposition: REPLACEMENT

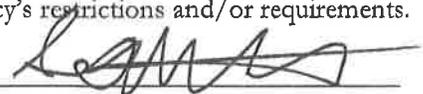
Location of Asset and Desired Date for Removal to Storage: AAP IN GC RM 123

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 INFORMATION TECH

Signature 

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

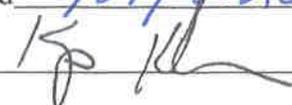
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 05/12/2022

Fixed Asset Tag Number:

**CG COPY**

Description of Asset: Multiple MISC Computer power cables.

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: PURCHASE DATE

Reason for Disposition: REPLACEMENT/NO LONGER NEEDED

Location of Asset and Desired Date for Removal to Storage: ASAP IN GC RM 123

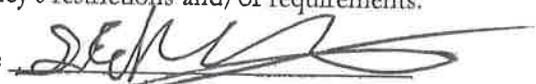
Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 INFORMATION TECH

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

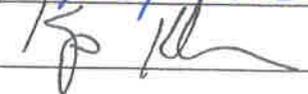
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 05/12/2023

Fixed Asset Tag Number:

Description of Asset: MULTIPLE HP KEYBOARDS AND MICE

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: PURCHASE DATE

**CC COPY**

Reason for Disposition: REPLACEMENT/NO LONGER NEEDED

Location of Asset and Desired Date for Removal to Storage: ASAP IN GC RM 123

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements

Dept Number & Name: 1170 INFORMATION TECH

Signature



**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds

1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

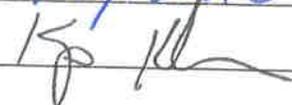
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 592-2023

Date Approved 12/21/2023

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 05/12/2022

Fixed Asset Tag Number:

Description of Asset: MULTIPLE HP MONITOR STANDS AND HP MOUSES

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

**CC COPY**

Condition of Asset: PURCHASE DATE

Reason for Disposition: REPLACEMENT/NO LONGER NEEDED

Location of Asset and Desired Date for Removal to Storage: ASAP IN GC RM 123

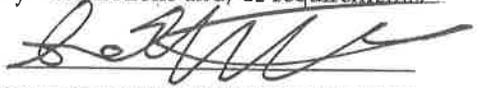
Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 INFORMATION TECH

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

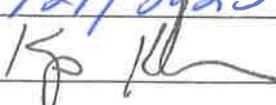
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

RECEIVED  
MAY 24 2023  
BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 05/23/2023

FIXED ASSET TAG NUMBER: 00017808

DESCRIPTION: HP COMPAQ 6000  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

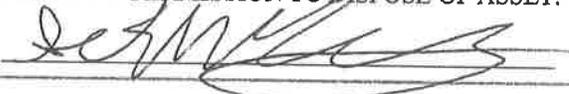
CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED



REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: RECORDER SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2011/11/04

G/L ACCOUNT FOR PROCEEDS 2800-3836

ORIGINAL ACQUISITION AMOUNT 634.82

ORIGINAL FUNDING SOURCE 2780

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

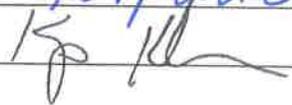
INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

MAY 24 2023

BOONE CO. AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 05/23/2023 FIXED ASSET TAG NUMBER: 00018345

DESCRIPTION: HP COMPAQ 6300  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

**COPY**

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: RECORDER SIGNATURE: [Signature]

**AUDITOR**

ORIGINAL ACQUISITION DATE 2013/04/25

G/L ACCOUNT FOR PROCEEDS 1190-3826

ORIGINAL ACQUISITION AMOUNT 589.74

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE [Signature]

# BOONE COUNTY

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MAY 24 2023

BOONE COUNTY  
AUDITOR

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 05/23/2023

FIXED ASSET TAG NUMBER: 00020007

DESCRIPTION: HP PRODESK 600  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

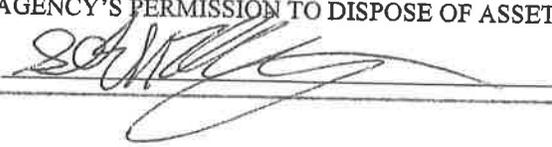
**COPY**

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: RECORDER

SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2016/05/19

G/L ACCOUNT FOR PROCEEDS 28003836  
@

ORIGINAL ACQUISITION AMOUNT 769.54

ORIGINAL FUNDING SOURCE 2780

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

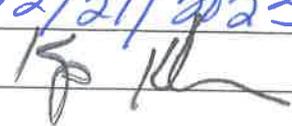
INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

MAY 24 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 05/23/2023

FIXED ASSET TAG NUMBER: 00019471

DESCRIPTION: HP ELITEDESK 800  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

**CC COPY**

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: RECORDER

SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2015/02/19

G/L ACCOUNT FOR PROCEEDS 2800-3836

ORIGINAL ACQUISITION AMOUNT 860.16

ORIGINAL FUNDING SOURCE 2780

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

MAY 24 2023

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 05/23/2023

FIXED ASSET TAG NUMBER: 00018589

DESCRIPTION: HP D3K79UT  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: RECORDER

SIGNATURE: 

 COPY

**AUDITOR**

ORIGINAL ACQUISITION DATE 2013/09/13

G/L ACCOUNT FOR PROCEEDS 2800-3836

ORIGINAL ACQUISITION AMOUNT 679.08

ORIGINAL FUNDING SOURCE 2780

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

MAY 24 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 05/23/2023

FIXED ASSET TAG NUMBER: 00018528

DESCRIPTION: HP COMPAQ 6300  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

**4c COPY**

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: RECORDER SIGNATURE: [Signature]

**AUDITOR**

ORIGINAL ACQUISITION DATE 2013/08/02

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 533.64

ORIGINAL FUNDING SOURCE 2731

@

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE [Signature]

# BOONE COUNTY

RECEIVED

MAY 24 2023

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY BOONE COUNTY AUDITOR

DATE: 05/23/2023

FIXED ASSET TAG NUMBER: 00018527

DESCRIPTION: HP COMPAQ 6300  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

**CC COPY**

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: RECORDER

SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2013/08/02

G/L ACCOUNT FOR PROCEEDS 1190-3826

ORIGINAL ACQUISITION AMOUNT 533.64

(u)

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

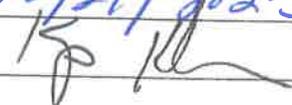
INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

MAY 24 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 05/23/2023

FIXED ASSET TAG NUMBER: 00018526

DESCRIPTION: HP COMPAQ 6300  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_



OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: RECORDER SIGNATURE:

**AUDITOR**

ORIGINAL ACQUISITION DATE 2013/08/02

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 533.64

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE

# BOONE COUNTY

RECEIVED

MAY 24 2023

BOONE COUNTY  
AUDITOR

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 05/23/2023

FIXED ASSET TAG NUMBER: 00018525

DESCRIPTION: HP COMPAQ 6300  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

**CC COPY**

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: RECORDER

SIGNATURE: *[Handwritten Signature]*

**AUDITOR**

ORIGINAL ACQUISITION DATE 2013/08/02

G/L ACCOUNT FOR PROCEEDS 2800-3836

ORIGINAL ACQUISITION AMOUNT 647.80

ORIGINAL FUNDING SOURCE 2780

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE *[Handwritten Signature]*

# BOONE COUNTY

RECEIVED

MAY 24 2023

BOONE COUNTY  
AUDITOR

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 05/23/2023

FIXED ASSET TAG NUMBER: 00018520

DESCRIPTION: HP COMPAQ 6300  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

**COPY**

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: RECORDER

SIGNATURE: [Signature]

### AUDITOR

ORIGINAL ACQUISITION DATE 2013/08/02

G/L ACCOUNT FOR PROCEEDS 1190-3826

ORIGINAL ACQUISITION AMOUNT 533.64

ORIGINAL FUNDING SOURCE 2731

@

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

#### APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE [Signature]

RECEIVED

MAY 24 2023

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 05/23/2023

FIXED ASSET TAG NUMBER: 00017812

DESCRIPTION: HP COMPAQ 6000  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: RECORDER

SIGNATURE: 

**GC COPY**

### AUDITOR

ORIGINAL ACQUISITION DATE 2011/11/04

G/L ACCOUNT FOR PROCEEDS 2800-3836

ORIGINAL ACQUISITION AMOUNT 634.82

ORIGINAL FUNDING SOURCE 2780

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

#### APPROVED DISPOSAL METHOD:

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

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

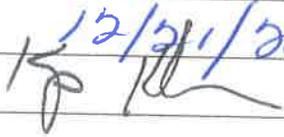
INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

# BOONE COUNTY

RECEIVED

MAY 24 2023

BOONE COUNTY  
AUDITOR

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 05/23/2023

FIXED ASSET TAG NUMBER: 00017811

DESCRIPTION: HP COMPAQ 6000  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

**CC COPY**

OTHER INFORMATION: \_\_\_\_\_

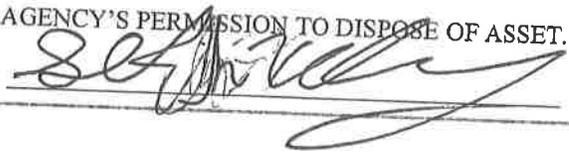
CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: RECORDER

SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2011/11/04

G/L ACCOUNT FOR PROCEEDS 2800-3836

ORIGINAL ACQUISITION AMOUNT 634.82

ORIGINAL FUNDING SOURCE 2780



ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

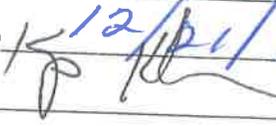
INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 5/12/2023

SIGNATURE 

RECEIVED

MAY 24 2023

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 05/23/2023

FIXED ASSET TAG NUMBER: 00017813

DESCRIPTION: HP COMPAQ 6000  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

**CC COPY**

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: RECORDER SIGNATURE: [Signature]

**AUDITOR**

ORIGINAL ACQUISITION DATE 2011/11/04

G/L ACCOUNT FOR PROCEEDS 2800-3836

ORIGINAL ACQUISITION AMOUNT 634.82

ORIGINAL FUNDING SOURCE 2780

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE [Signature]

RECEIVED

# BOONE COUNTY

JUN 09 2023

BOONE COUNTY  
AUDITOR

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 05/25/2023

FIXED ASSET TAG NUMBER: 00022680

DESCRIPTION: HP LA2405WG  
MONITOR LCD 24 INCH

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

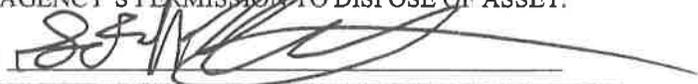
CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: NO LONGER NEEDED/REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: 911/JOINT COMM OPERA

SIGNATURE: 

**GC COPY**

### AUDITOR

ORIGINAL ACQUISITION DATE 2018/08/01

G/L ACCOUNT FOR PROCEEDS 2703-3836

ORIGINAL ACQUISITION AMOUNT 1.00

ORIGINAL FUNDING SOURCE 2751

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

JUN 09 2023

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 04/24/2023

FIXED ASSET TAG NUMBER: 00019013

DESCRIPTION: HP PRODESK 400  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL:  **COPY**

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: INFORMATION TECHNOL SIGNATURE: [Signature]

### AUDITOR

ORIGINAL ACQUISITION DATE 2014/05/07

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 601.45

(u)

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

**COPY** LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 15/12/21. 2023

SIGNATURE [Signature]

RECEIVED

JUN 09 2023

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 05/25/2023

FIXED ASSET TAG NUMBER: 00017658

DESCRIPTION: HP Z600  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

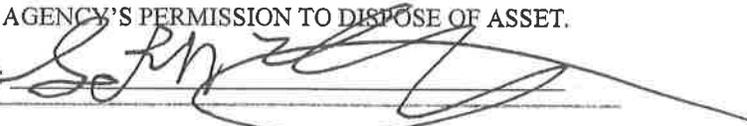
CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

**GC COPY**

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: DESIGN & CONSTRUCTION SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2011/05/12

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 3,445.40

(w)

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

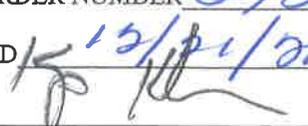
INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 6/12/2023

SIGNATURE 

# BOONE COUNTY

RECEIVED

JUN 09 2023

BOONE COUNTY  
AUDITOR

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 06/01/2023

FIXED ASSET TAG NUMBER: 00018334

DESCRIPTION: HP COMPAQ 6300  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

**CC COPY**

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: ROAD & BRIDGE

SIGNATURE: \_\_\_\_\_

### AUDITOR

ORIGINAL ACQUISITION DATE 2013/04/25

G/L ACCOUNT FOR PROCEEDS

2010-3836

ORIGINAL ACQUISITION AMOUNT 589.74

(u)

ORIGINAL FUNDING SOURCE 2743

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 6/2/2023

SIGNATURE \_\_\_\_\_

RECEIVED

JUN 09 2023

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 06/07/2023

FIXED ASSET TAG NUMBER: 00018249

DESCRIPTION: HP COMPAQ 6300  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

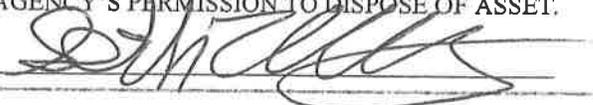
**1C COPY**

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: ASSESSOR

SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2013/02/22

G/L ACCOUNT FOR PROCEEDS 1190-3836  
(u)

ORIGINAL ACQUISITION AMOUNT 602.23

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

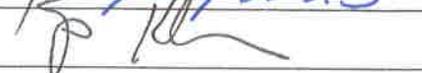
INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

JUN 14 2023

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 06/13/2023

FIXED ASSET TAG NUMBER: 00020005

DESCRIPTION: HP PRODESK 600  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

**COPY**

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: PROSECUTING ATTORNI

SIGNATURE: \_\_\_\_\_



### AUDITOR

ORIGINAL ACQUISITION DATE 2016/05/19

G/L ACCOUNT FOR PROCEEDS

1190-3836

ORIGINAL ACQUISITION AMOUNT 769.54

(u)

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 6/13/2023

SIGNATURE \_\_\_\_\_

RECEIVED

JUN 14 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 06/13/2023

FIXED ASSET TAG NUMBER: 00020004

DESCRIPTION: HP PRODESK 600  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

**COPY**

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: PROSECUTING ATTORNI SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2016/05/19

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 769.54

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

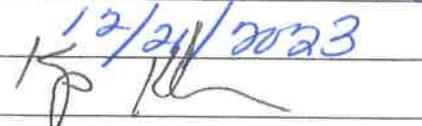
INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

# BOONE COUNTY

JUN 14 2023  
BOONE COUNTY  
AUDITOR

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 06/13/2023 FIXED ASSET TAG NUMBER: 00020232

DESCRIPTION: HP Z640  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

 COPY

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: GIS - COUNTY SIGNATURE: 

### AUDITOR

ORIGINAL ACQUISITION DATE 2016/09/16

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 3,365.25

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

# BOONE COUNTY

RECEIVED

JUN 14 2023

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

BOONE COUNTY  
AUDITOR

DATE: 06/13/2023

FIXED ASSET TAG NUMBER: 00020148

DESCRIPTION: HP PRODESK 600  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

**GC COPY**

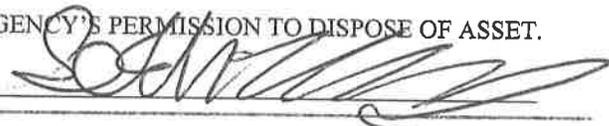
OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: PROSECUTING ATTORNI SIGNATURE: 

### AUDITOR

ORIGINAL ACQUISITION DATE 2016/06/23

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 780.62

ORIGINAL FUNDING SOURCE 2744

*a*

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

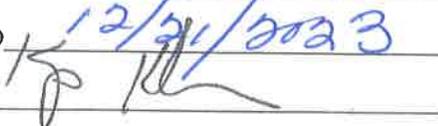
INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

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JUN 15 2023

BOONE COUNTY  
AUDITOR

Date: 05/12/2023

Fixed Asset Tag Number:

Description of Asset: MULTIPLE HP KEYBOARDS AND MICE

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: PURCHASE DATE

Reason for Disposition: REPLACEMENT/NO LONGER NEEDED

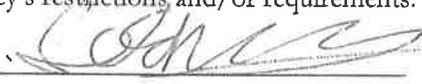
Location of Asset and Desired Date for Removal to Storage: ASAP IN GC RM 123

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 INFORMATION TECH

Signature 

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

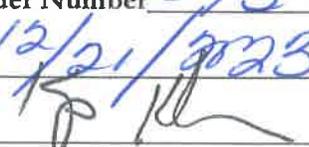
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 06/14/2023

Fixed Asset Tag Number:

Description of Asset: 50 HP Waste Toner cartridges

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JUN 14 2023

BOONE COUNTY  
AUDITOR

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: Purchase Date

**COPY**

Reason for Disposition: No Longer Needed

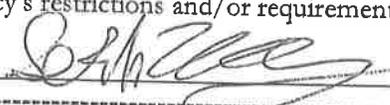
Location of Asset and Desired Date for Removal to Storage: asap - in gc rm 123

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 Information Technology

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

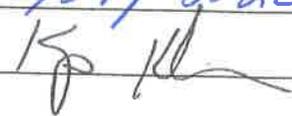
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 06/14/2023

Fixed Asset Tag Number:

Description of Asset: 6 HP desktop speakers

RECEIVED

JUN 14 2023

BOONE COUNTY  
AUDITOR

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: purchase date

Reason for Disposition: no longer needed

**CC COPY**

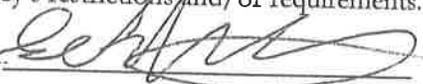
Location of Asset and Desired Date for Removal to Storage: asap in gc rm 123

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 Information Technology

Signature: 

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

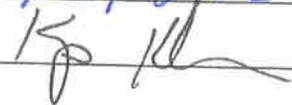
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

Date: 06/14/2023

Fixed Asset Tag Number:

JUN 14 2023

Description of Asset: 13 Desk Phones

BOONE COUNTY  
AUDITOR

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: Purchase Date

**CO COPY**

Reason for Disposition: No longer needed/replacement

Location of Asset and Desired Date for Removal to Storage: asap in gc rm 123

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 Information Technology

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

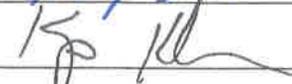
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

JUL 03 2023

BOONE COUNTY  
AUDITOR

Date: 07/03/2023

Fixed Asset Tag Number:

Description of Asset: MISC Phone Cables and Phone Boxes

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: no longer needed

Reason for Disposition: no longer needed/replacement

GC COPY

Location of Asset and Desired Date for Removal to Storage: asap - in gc rm 123

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 Information Tech

Signature 

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3830

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

Date: 07/03/2023

Fixed Asset Tag Number:

JUL 03 2023

Description of Asset: MISC Phone Cables and Phone Boxes

BOONE COUNTY  
AUDITOR

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: no longer needed

**CC COPY**

Reason for Disposition: no longer needed/replacement

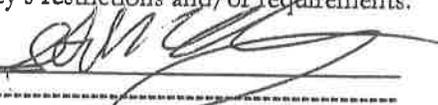
Location of Asset and Desired Date for Removal to Storage: asap - in gc rm 123

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 Information Tech

Signature 

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

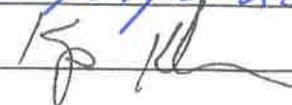
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

Date: 07/03/2023

Fixed Asset Tag Number:

JUL 03 2023

Description of Asset: MISC Phone Cables and Phone Boxes

BOONE COUNTY  
AUDITOR

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: no longer needed

Reason for Disposition: no longer needed/replacement

COPY

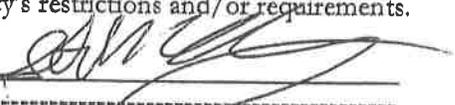
Location of Asset and Desired Date for Removal to Storage: asap - in gc rm 123

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 Information Tech

Signature 

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

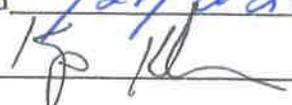
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

JUL 03 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 06/20/2023

FIXED ASSET TAG NUMBER: 00024700

DESCRIPTION: SAMSUNG T45F  
MONITOR LCD 24 INCH

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_



CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: NO LONGER NEEDED/REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: COLLECTOR

SIGNATURE:

**AUDITOR**

ORIGINAL ACQUISITION DATE 0/00/00 N/A

G/L ACCOUNT FOR PROCEEDS 1190-3836  
(u)

ORIGINAL ACQUISITION AMOUNT .00

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

ACCOUNT GROUP \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE

RECEIVED

JUL 03 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 06/20/2023

FIXED ASSET TAG NUMBER: 00018992

DESCRIPTION: HP PROBOOK 650  
LAPTOP NOTEBOOK

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

 COPY

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: PROSECUTING ATTORNI SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2014/05/07

G/L ACCOUNT FOR PROCEEDS 1190-3836  
(1)

ORIGINAL ACQUISITION AMOUNT 1,048.30

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

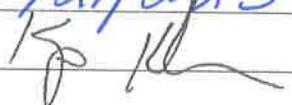
INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 05/18/2023

Fixed Asset Tag Number:

Description of Asset: 8 PROXIM ACCESS POINTS

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JUL 03 2023

BOONE COUNTY  
AUDITOR

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: PURCHASE DATE

**GC COPY**

Reason for Disposition: REPLACEMENT/NO LONGER NEEDED

Location of Asset and Desired Date for Removal to Storage: asap - in gc rm 123

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 Information Technology

Signature: 

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

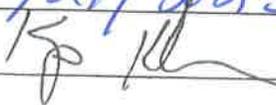
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property **RECEIVED**

Complete, sign, and return to Auditor's Office

**JUL 03 2023**

Date: 07/03/2023

Fixed Asset Tag Number:

**BOONE COUNTY  
AUDITOR**

Description of Asset: MISC Phone Cables, Keyboards, Phone rubber replacement parts, and computer parts

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

**CC COPY**

Condition of Asset: no longer needed

Reason for Disposition: no longer needed/replacement

Location of Asset and Desired Date for Removal to Storage: asap - in gc rm 123

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 Information Tech

Signature 

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

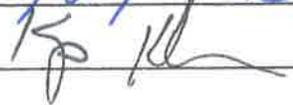
Individual \_\_\_\_\_

\_\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

JUL 03 2023

BOONE COUNTY  
AUDITOR

Date: 07/03/2023

Fixed Asset Tag Number:

Description of Asset: MISC Phone Cables, Keyboards, Phone rubber replacement parts, and computer parts

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: no longer needed

**CC COPY**

Reason for Disposition: no longer needed/replacement

Location of Asset and Desired Date for Removal to Storage: asap - in gc rm 123

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 Information Tech

Signature 

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

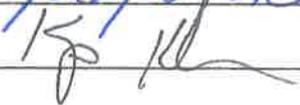
Individual \_\_\_\_\_

\_\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

JUL 03 2023

BOONE COUNTY  
AUDITOR

Date: 07/03/2023

Fixed Asset Tag Number:

Description of Asset: MISC Phone Cables, Keyboards, Phone rubber replacement parts, and computer parts

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: no longer needed

COPY

Reason for Disposition: no longer needed/replacement

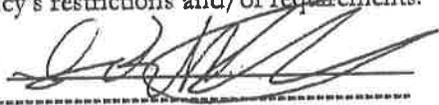
Location of Asset and Desired Date for Removal to Storage: asap - in gc rm 123

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 Information Tech

Signature 

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

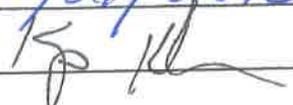
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

JUL 03 2023

BOONE COUNTY  
AUDITOR

Date: 07/03/2023

Fixed Asset Tag Number:

Description of Asset: MISC Phone Cables, Keyboards, Phone rubber replacement parts, and computer parts

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: no longer needed

**COPY**

Reason for Disposition: no longer needed/replacement

Location of Asset and Desired Date for Removal to Storage: asap - in gc rm 123

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 Information Tech

Signature

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds

1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature [Signature]

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property** **RECEIVED**

*Complete, sign, and return to Auditor's Office*

**JUL 03 2023**

**BOONE COUNTY  
AUDITOR**

Date: 07/03/2023

Fixed Asset Tag Number:

Description of Asset: MISC Phone Cables, Keyboards, Phone rubber replacement parts, and computer parts

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: no longer needed

**CC COPY**

Reason for Disposition: no longer needed/replacement

Location of Asset and Desired Date for Removal to Storage: asap - in gc rm 123

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 Information Tech

Signature 

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 7/10/23

Fixed Asset Tag Number: N/A

Description of Asset: Various Spare workstation parts (corner top, legs, keyboard tray)

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: Fair

Reason for Disposition: Rearranged and have spare pieces that are not needed

Location of Asset and Desired Date for Removal to Storage: Auditor's office rm 304, ASAP

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1110- Auditor

Signature Heather Acker

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 HQ

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature [Signature]

RECEIVED

JUL 10 2023

BOONE COUNTY  
AUDITOR

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 7/10/23

Fixed Asset Tag Number: N/A

Description of Asset: Computer speakers

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: Fair

Reason for Disposition: No longer needed

Location of Asset and Desired Date for Removal to Storage: Auditor's office rm 304, ASAP

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1110- Auditor

Signature Heather Acton

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 HQ

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature [Signature]

**RECEIVED**  
**JUL 10 2023**  
**BOONE COUNTY**  
**AUDITOR**

RECEIVED

JUL 07 2023

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 07/06/2023

FIXED ASSET TAG NUMBER: 00016725

DESCRIPTION: LEXMARK T640N  
PRINTER LASER MONOCHROME

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE



REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: ROAD & BRIDGE

SIGNATURE:

**AUDITOR**

ORIGINAL ACQUISITION DATE 2009/03/06

G/L ACCOUNT FOR PROCEEDS 2040-3836

ORIGINAL ACQUISITION AMOUNT 970.16

ORIGINAL FUNDING SOURCE 2741

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

TRADE       AUCTION       SEALED BIDS

OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

JUL 18 2023

BOONE COUNTY  
AUDITOR

Date: 07112023

Fixed Asset Tag Number: none

Description of Asset: Combo vest for jail officer

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): 1800000147667

Condition of Asset: poor and past 5 year expiration date

Reason for Disposition: expired and can't reissue due to that for officer safety.

Location of Asset and Desired Date for Removal to Storage: jail admin office ASAP

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: Detention - Jail

Signature

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount

Original Funding Source

Account Group

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

Transfer Department Name Number

Location within Department

Individual

Trade Auction Sealed Bids

Other Explain

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

JUL 12 2023

BOONE COUNTY  
AUDITOR

Date: 07112023

Fixed Asset Tag Number: none

Description of Asset: Combo vest for jail officer

Requested Means of Disposal:  Sell  Trade-In  Recycle  Trash  Other, Explain:

Other Information (Serial number, etc.): 1700000 429369

Condition of Asset: poor and past 5 year expiration date

Reason for Disposition: expired and can't reissue due to that for officer safety.

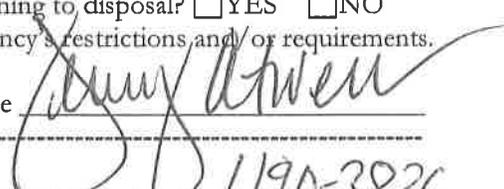
Location of Asset and Desired Date for Removal to Storage: jail admin office ASAP

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: Detention - Jail

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

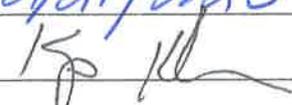
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

Date: 07112023

Fixed Asset Tag Number: none

JUL 12 2023

Description of Asset: Combo vest for jail officer

BOONE COUNTY  
AUDITOR

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): 1600000591205

Condition of Asset: poor and past 5 year expiration date

Reason for Disposition: expired and can't reissue due to that for officer safety.

Location of Asset and Desired Date for Removal to Storage: jail admin office

ASAP

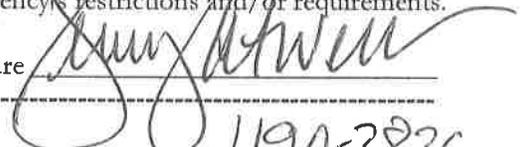
Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: Detention - Jail

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

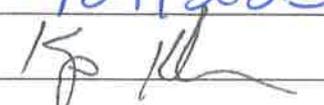
Individual \_\_\_\_\_

\_\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

**RECEIVED**

Date: 07112023

Fixed Asset Tag Number: none

**JUL 12 2023**

Description of Asset: Combo vest for jail officer

**BOONE COUNTY  
AUDITOR**

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): 1600000591212

Condition of Asset: poor and past 5 year expiration date

Reason for Disposition: expired and can't reissue due to that for officer safety.

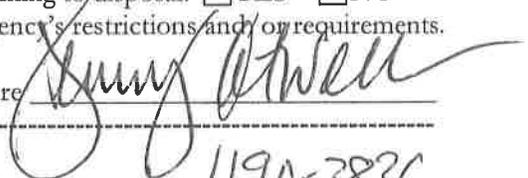
Location of Asset and Desired Date for Removal to Storage: jail admin office ASAP

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: Detention - Jail

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

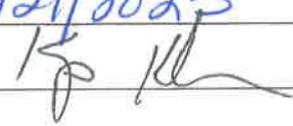
Individual \_\_\_\_\_

\_\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

JUL 12 2023

BOONE COUNTY  
AUDITOR

Date: 07112023

Fixed Asset Tag Number: none

Description of Asset: Combo vest for jail officer

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

1800000 332942

Condition of Asset: poor and past 5 year expiration date

Reason for Disposition: expired and can't reissue due to that for officer safety.

Location of Asset and Desired Date for Removal to Storage: jail admin office

ASAP

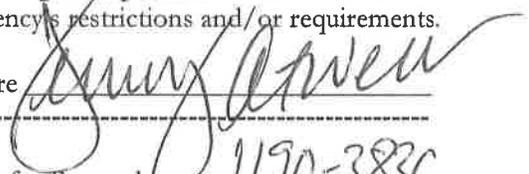
Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: Detention - Jail

Signature



**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds

1190-3836  
②

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

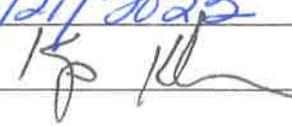
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

JUL 12 2023

BOONE COUNTY  
AUDITOR

Date: 07112023

Fixed Asset Tag Number: none

Description of Asset: Combo vest for jail officer

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): 180000083465

Condition of Asset: poor and past 5 year expiration date

Reason for Disposition: expired and can't reissue due to that for officer safety.

Location of Asset and Desired Date for Removal to Storage: jail admin office ASAP

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: Detention - Jail

Signature: *Jenny Atwell*

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature *[Signature]*

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

JUL 12 2023

BOONE COUNTY  
AUDITOR

Date: 07112023

Fixed Asset Tag Number: none

Description of Asset: Combo vest for jail officer

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): 1700000 71446

Condition of Asset: poor and past 5 year expiration date

Reason for Disposition: expired and can't reissue due to that for officer safety.

Location of Asset and Desired Date for Removal to Storage: jail admin office

ASAP

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: Detention - Jail

Signature

*[Handwritten Signature]*

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature *[Handwritten Signature]*

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 07112023

Fixed Asset Tag Number: none

RECEIVED

JUL 12 2023

BOONE COUNTY  
AUDITOR

Description of Asset: Combo vest for jail officer

Requested Means of Disposal:  Sell  Trade-In  Recycle Trash  Other, Explain:

Other Information (Serial number, etc.): 1600000602048

Condition of Asset: poor and past 5 year expiration date

Reason for Disposition: expired and can't reissue due to that for officer safety.

Location of Asset and Desired Date for Removal to Storage: jail admin office

ASAP

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: Detention - Jail

Signature

[Handwritten Signature]

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature [Handwritten Signature]

# BOONE COUNTY

RECEIVED

AUG 01 2023

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY BOONE COUNTY AUDITOR

DATE: 07/24/2023

FIXED ASSET TAG NUMBER: 00015923

DESCRIPTION: HP L1740  
MONITOR LCD 17 INCH

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

**CC COPY**

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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 ACQUISITION DATE 2007/03/09

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 188.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

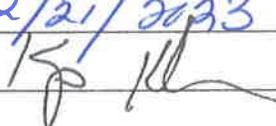
INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

AUG 01 2023

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 07/24/2023

FIXED ASSET TAG NUMBER: 00019541

DESCRIPTION: HP E2311  
MONITOR LCD 23 INCH

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: NO LONGER NEEDED/REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: INFORMATION TECHNOL SIGNATURE: 

**GC COPY**

### AUDITOR

ORIGINAL ACQUISITION DATE 2015/04/30

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 193.21

(a)

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

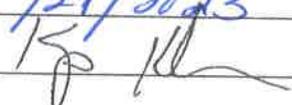
INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-5023

DATE APPROVED 12/21/2023

SIGNATURE 

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AUG 01 2023

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 07/24/2023

FIXED ASSET TAG NUMBER: 00015571

DESCRIPTION: DELL 1707FP  
MONITOR LCD 17 INCH

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

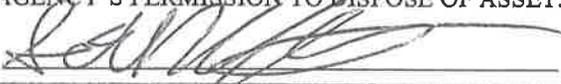
CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: NO LONGER NEEDED/REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: COUNTY CLERK

SIGNATURE: 



**AUDITOR**

ORIGINAL ACQUISITION DATE 2006/07/31

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 203:00

ORIGINAL FUNDING SOURCE 2744

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

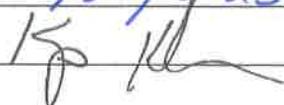
INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

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BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 07/21/2023 FIXED ASSET TAG NUMBER: 00019040

DESCRIPTION: HP PRODESK 400  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: COLLECTOR SIGNATURE: [Signature]

COPY

### AUDITOR

ORIGINAL ACQUISITION DATE 2014/05/07

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 601.45

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE [Signature]

# BOONE COUNTY

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BOONE COUNTY  
AUDITOR

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 07/21/2023

FIXED ASSET TAG NUMBER: 00019509

DESCRIPTION: HP PRODESK 600  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

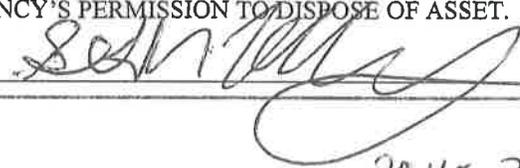
CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

COPY

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: COLLECTOR SIGNATURE: 

### AUDITOR

ORIGINAL ACQUISITION DATE 2015/04/01

G/L ACCOUNT FOR PROCEEDS 2045-3836

ORIGINAL ACQUISITION AMOUNT 685.35

ORIGINAL FUNDING SOURCE 2741

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

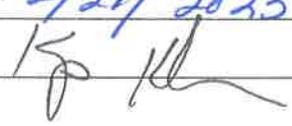
INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

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BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 07/21/2023

FIXED ASSET TAG NUMBER: 00019913

DESCRIPTION: HP P232  
MONITOR LCD 23 INCH

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

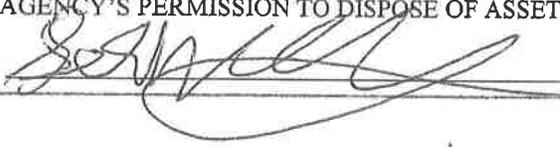
CONDITION OF ASSET: PURCHASE DATE

**90 COPY**

REASON FOR DISPOSITION: NO LONGER NEEDED/REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: AUDITOR SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2016/02/26

G/L ACCOUNT FOR PROCEEDS 1190-3836  
*(2)*

ORIGINAL ACQUISITION AMOUNT 138.32

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

AUG 01 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 07/21/2023

FIXED ASSET TAG NUMBER: 00019500

DESCRIPTION: HP PRODESK 600  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

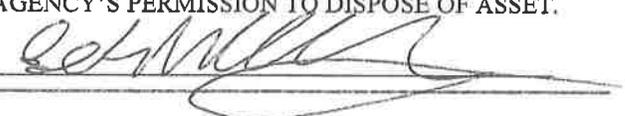
**COPY**

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: COLLECTOR

SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2015/04/01

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 685.35

(M)

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

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AUG 01 2023  
BOONE COUNTY  
AUDITOR

DATE: 03/27/2023

FIXED ASSET TAG NUMBER: 00019974

DESCRIPTION: KYOCERA FS-2100DN  
PRINTER LASER MONOCHROME

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: Taken by Sumnerone for Warranty Replacment

**COPY**

CONDITION OF ASSET: WARRANTY REPLACEMENT

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER WORKING

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: N/A

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

DEPARTMENT: PROSECUTING ATTORNI SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2016/04/01

G/L ACCOUNT FOR PROCEEDS 1190-3836  


ORIGINAL ACQUISITION AMOUNT 734.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

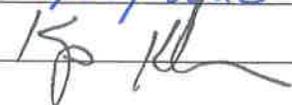
INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED  
AUG 01 2023  
BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 07/24/2023 FIXED ASSET TAG NUMBER: 00015572

DESCRIPTION: DELL OPTIPLEX GX520  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

**COPY**

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: COUNTY CLERK SIGNATURE: *[Signature]*

**AUDITOR**

ORIGINAL ACQUISITION DATE 2006/07/31

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 1,298.59

ORIGINAL FUNDING SOURCE 2744

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE *[Signature]*

# U.S. Election Assistance Commission

## Disposition of Equipment Purchased with HAVA Funds

The purpose of this guidance is to support states and local jurisdictions in managing the disposal of HAVA-funded Special Purpose equipment for voting, voter registration or other special purposes and General Purpose equipment (i.e. vans, forklifts, copy machines, etc.) at either the end of the equipment's useful life or the end of the HAVA award period. Equipment can be disposed of either collectively as a system or individually as components, as follows<sup>1</sup>:

1. States and local jurisdictions can continue to use equipment purchased with HAVA funds for its original purpose for as long as needed, even if the EAC award used to purchase the equipment has been closed. Equipment may also be used for other federally-supported activities currently or previously funded by a Federal agency. Additionally, equipment can be traded-in for replacement equipment for same purposes.
2. Without prior approval from the EAC, equipment purchased with HAVA funds with a current per unit fair market value of less than \$5,000, may be traded-in, sold or scrapped on an as needed basis with no further obligation to the EAC beyond recording disposition in the appropriate equipment inventory log (see point 5 below for record retention requirements).
3. Items of equipment with a current per unit fair market value in excess of \$5,000 may be sold with the funds credited to the state/local HAVA election accounts in an amount calculated by multiplying the current market value or proceeds from sale by the HAVA (Federal and Matching Funds) share in the cost of the equipment.
4. In cases where the titleholder fails to take appropriate disposition actions, the EAC retains the right to direct States to take excess and disposition actions.
5. The final record retention period for equipment replacement or disposition begins on the date the State submits its last Federal Financial Report (FFR) to the EAC and continues for 3 years. For equipment replacement or disposal after the end of award period, the three year record retention period begins from the time the equipment is traded-in or disposed of and continues for three additional years.

### **Special Note for Safe Dispensation**

States and local jurisdictions should take care to follow state equipment disposal policies and any additional guidelines for disposition of sensitive equipment such as cleansing of electronic devices, etc.

Additional resources and practices outlining disposition of sensitive equipment will be provided by the EAC on an ongoing basis.

---

<sup>1</sup> See Common Rule requirements for disposition of equipment purchased with Federal funds (41 CFR 105-71.132)

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BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 07/25/2023 FIXED ASSET TAG NUMBER: 00023214

DESCRIPTION: PANASONIC TOUGHBOOK CF31  
LAPTOP NOTEBOOK

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

**CC COPY**

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDDRIVE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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 ACQUISITION DATE 2019/02/04

G/L ACCOUNT FOR PROCEEDS 2901-3836

ORIGINAL ACQUISITION AMOUNT 3,100.00

ORIGINAL FUNDING SOURCE 2787

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

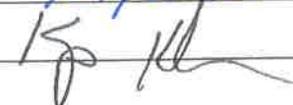
INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

AUG 01 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 07/25/2023

FIXED ASSET TAG NUMBER: 00016349

DESCRIPTION: LEXMARK T640N  
PRINTER LASER MONOCHROME

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

**CC COPY**

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: COLLECTOR

SIGNATURE: [Signature]

**AUDITOR**

ORIGINAL ACQUISITION DATE 2007/12/21

G/L ACCOUNT FOR PROCEEDS 2110-3836

ORIGINAL ACQUISITION AMOUNT 2,050.46

(u)

ORIGINAL FUNDING SOURCE 2788

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE [Signature]

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AUG 01 2023  
BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 07/24/2023 FIXED ASSET TAG NUMBER: 00015573

DESCRIPTION: DELL OPTIPLEX GX520  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

**QC COPY**

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: COUNTY CLERK SIGNATURE: [Signature]

### AUDITOR

ORIGINAL ACQUISITION DATE 2006/07/31

G/L ACCOUNT FOR PROCEEDS 1190-3836  
(u)

ORIGINAL ACQUISITION AMOUNT 1,298.58

ORIGINAL FUNDING SOURCE 2744

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE [Signature]

# U.S. Election Assistance Commission

## Disposition of Equipment Purchased with HAVA Funds

The purpose of this guidance is to support states and local jurisdictions in managing the disposal of HAVA-funded Special Purpose equipment for voting, voter registration or other special purposes and General Purpose equipment (i.e. vans, forklifts, copy machines, etc.) at either the end of the equipment's useful life or the end of the HAVA award period. Equipment can be disposed of either collectively as a system or individually as components, as follows<sup>1</sup>:

1. States and local jurisdictions can continue to use equipment purchased with HAVA funds for its original purpose for as long as needed, even if the EAC award used to purchase the equipment has been closed. Equipment may also be used for other federally-supported activities currently or previously funded by a Federal agency. Additionally, equipment can be traded-in for replacement equipment for same purposes.
2. Without prior approval from the EAC, equipment purchased with HAVA funds with a current per unit fair market value of less than \$5,000, may be traded-in, sold or scrapped on an as needed basis with no further obligation to the EAC beyond recording disposition in the appropriate equipment inventory log (see point 5 below for record retention requirements).
3. Items of equipment with a current per unit fair market value in excess of \$5,000 may be sold with the funds credited to the state/local HAVA election accounts in an amount calculated by multiplying the current market value or proceeds from sale by the HAVA (Federal and Matching Funds) share in the cost of the equipment.
4. In cases where the titleholder fails to take appropriate disposition actions, the EAC retains the right to direct States to take excess and disposition actions.
5. The final record retention period for equipment replacement or disposition begins on the date the State submits its last Federal Financial Report (FFR) to the EAC and continues for 3 years. For equipment replacement or disposal after the end of award period, the three year record retention period begins from the time the equipment is traded-in or disposed of and continues for three additional years.

### Special Note for Safe Dispensation

States and local jurisdictions should take care to follow state equipment disposal policies and any additional guidelines for disposition of sensitive equipment such as cleansing of electronic devices, etc.

Additional resources and practices outlining disposition of sensitive equipment will be provided by the EAC on an ongoing basis.

---

<sup>1</sup> See Common Rule requirements for disposition of equipment purchased with Federal funds (41 CFR 105-71.132)

# BOONE COUNTY

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AUG 25 2023

BOONE COUNTY  
AUDITOR

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 08/18/2023

FIXED ASSET TAG NUMBER: 00017493

DESCRIPTION: CISCO CATALYST 2960  
SWITCH ETHERNET

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT

**CG COPY**

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: INFORMATION TECHNOL SIGNATURE: 

### AUDITOR

ORIGINAL ACQUISITION DATE 2010/09/30

G/L ACCOUNT FOR PROCEEDS 1190-3836  
(u)

ORIGINAL ACQUISITION AMOUNT 1,422.15

ORIGINAL FUNDING SOURCE 2782

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

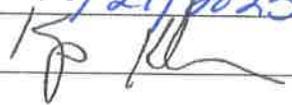
INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

AUG 25 2023

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 08/18/2023

FIXED ASSET TAG NUMBER: 00018603

DESCRIPTION: CISCO CATALYST 2960  
SWITCH ETHERNET

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: ROAD & BRIDGE

SIGNATURE: *Seth Kelley*

COPY

COPY

### AUDITOR

ORIGINAL ACQUISITION DATE 2013/10/10

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 3,236.40

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/26/2023

SIGNATURE *Kp*

RECEIVED

AUG 25 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 08/18/2023

FIXED ASSET TAG NUMBER: 00017557

DESCRIPTION: CISCO CATALYST 2960  
SWITCH ETHERNET

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

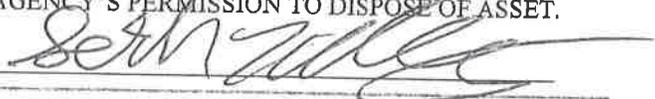
OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: INFORMATION TECHNOL SIGNATURE: 



**AUDITOR**

ORIGINAL ACQUISITION DATE 2011/03/11

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 2,274.30

ORIGINAL FUNDING SOURCE 2782

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

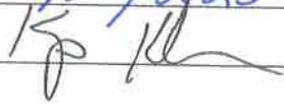
INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property **RECEIVED**

Complete, sign, and return to Auditor's Office

**AUG 25 2023**

**BOONE COUNTY  
AUDITOR**

Date: 08/25/2023

Fixed Asset Tag Number:

Description of Asset: TWO APC BATTERY BACKUPS, 2 COMPUTER SOFT LEATHER CASES, TWO METAL FOLDER DIVDERS, ONE COMPUTER MONITOR STAND

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

**CC COPY**

Condition of Asset: PURCHASE DATE

Reason for Disposition: NO LONGER NEEDED/REPLACEMENT

Location of Asset and Desired Date for Removal to Storage: ASAP IN GC RM 123

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 INFORMATION TECH

Signature



To be Completed by: AUDITOR

Original Acquisition Date NIA

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

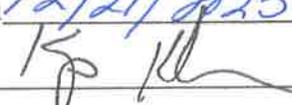
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

AUG 25 2023

BOONE COUNTY  
AUDITOR

Date: 08/25/2023

Fixed Asset Tag Number:

Description of Asset: Multiple HP DVD WRITER DRIVES, 2 LENOVO COMPUTER BATTERIES, 4 12VOLT BACK UP BATTERIES, 2 SONIM FLIP PHONES, 20 PIECES OF COMPUTER HARDWARE, 9 EMPTY PRINTER CARTRIDGES, EXPIRED SOFTWARE CD'S

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: PURCHASE DATE

Reason for Disposition: NO LONGER NEEDED/REPLACEMENT

**GC COPY**

Location of Asset and Desired Date for Removal to Storage: ASAP IN GC RM 123

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 INFORMATION TECH

Signature 

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved  12/21/2023

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

AUG 25 2023

BOONE COUNTY  
AUDITOR

Date: 08/25/2023

Fixed Asset Tag Number:

Description of Asset: 3 Monitor Stands and parts, Swiss Army Laptop Briefcase, MISC COMPUTER  
HARDWARE AND WIRES.

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: purchase date

Reason for Disposition: no longer needed/replacement

**GC COPY**

Location of Asset and Desired Date for Removal to Storage: asap in gc rm 123

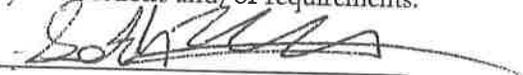
Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 Information Tech

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds

1190-3836

Original Acquisition Amount \_\_\_\_\_

(2)

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

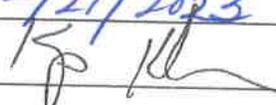
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

**RECEIVED**  
**AUG 25 2023**  
BOONE COUNTY  
AUDITOR

Date: 08/25/2023

Fixed Asset Tag Number:

Description of Asset: APC SMART UPS 1500 120v BACKUP BATTERY

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: PURCHASE DATE

Reason for Disposition: REPLACEMENT/NO LONGER NEEDED

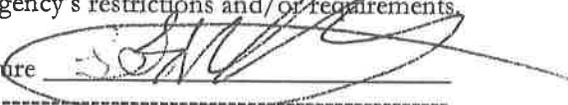
Location of Asset and Desired Date for Removal to Storage: ASAP - IN GC RM 103 **COPY**

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 INFORMATION TECH

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date NIA

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

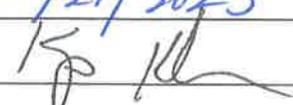
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

RECEIVED

AUG 15 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 08/14/2023

FIXED ASSET TAG NUMBER: 00019520

DESCRIPTION: HP E2311  
MONITOR LCD 23 INCH

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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 ACQUISITION DATE 2015/04/30

G/L ACCOUNT FOR PROCEEDS 1190-3836  


ORIGINAL ACQUISITION AMOUNT 193.21

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

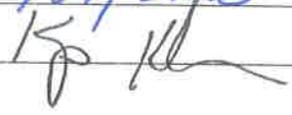
INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

AUG 15 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 08/08/2023

FIXED ASSET TAG NUMBER: 00015333

DESCRIPTION: HP L2035  
MONITOR LCD 20 INCH

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: RECORDER

SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2006/02/28

G/L ACCOUNT FOR PROCEEDS 2800-3836  


ORIGINAL ACQUISITION AMOUNT 683.00

ORIGINAL FUNDING SOURCE 2780

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

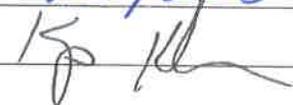
INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

AUG 15 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 08/14/2023

FIXED ASSET TAG NUMBER: 00015579

DESCRIPTION: LEXMARK T430DN  
PRINTER LASER MONOCHROME

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

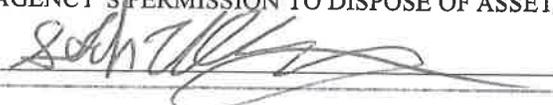
OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: ROAD & BRIDGE SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2006/08/22

G/L ACCOUNT FOR PROCEEDS 2090-3836

ORIGINAL ACQUISITION AMOUNT 1,040.84

ORIGINAL FUNDING SOURCE 2741

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

AUG 15 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 08/14/2023

FIXED ASSET TAG NUMBER: 00014323

DESCRIPTION: HP LASERJET 4200DTN  
PRINTER LASER MONOCHROME

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: ROAD & BRIDGE

SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2004/02/24

G/L ACCOUNT FOR PROCEEDS 2040-3836

ORIGINAL ACQUISITION AMOUNT 1,942.61

(u)

ORIGINAL FUNDING SOURCE 2741

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

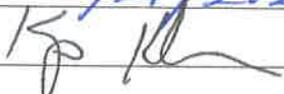
INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

# BOONE COUNTY

RECEIVED

AUG 29 2023

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

BOONE COUNTY  
AUDITOR

DATE: 08/28/2023

FIXED ASSET TAG NUMBER: 00017779

DESCRIPTION: LEXMARK E360DN  
PRINTER LASER MONOCHROME

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

**COPY**

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: COLLECTOR

SIGNATURE: 

### AUDITOR

ORIGINAL ACQUISITION DATE 2011/12/31

G/L ACCOUNT FOR PROCEEDS

1190-3836

ORIGINAL ACQUISITION AMOUNT 546.51

(u)

ORIGINAL FUNDING SOURCE 2782

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

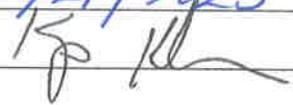
INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

AUG 29 2023

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 08/25/2023

FIXED ASSET TAG NUMBER: 00017745

DESCRIPTION: LEXMARK E360DN  
PRINTER LASER MONOCHROME

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

**CC COPY**

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP - IN GC RM 123

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

DEPARTMENT: COLLECTOR SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2011/12/31

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 551.85

(w)

ORIGINAL FUNDING SOURCE 2782

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

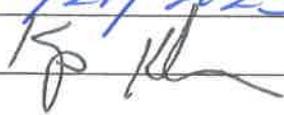
INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

SEP 05 2023

BOONE COUNTY AUDITOR

# BOONE COUNTY Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 08/22/2023

Fixed Asset Tag Number: NONE

REMOVED FROM  
THE GPS SITE  
08/19/2023

Description of Asset:  
G. E. WINDOW AIR CONDITIONER

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): MOD/ AICQ 12 DCG L1  
SER/ FH 234 041

Condition of Asset: WELL USED BROKE  
Reason for Disposition: BROKE NON REPAIRABLE MFG 03/17

Location of Asset and Desired Date for Removal to Storage:  
SPT BUILDING OUTSIDE STORAGE AREA

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO  
If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: BEJC RODGER SCHLINK

Signature: [Signature]

To be Completed by: AUDITOR  
Original Acquisition Date: NIA

G/L Account for Proceeds: 1190-3836 @

Original Acquisition Amount

Original Funding Source

Account Group

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

Transfer Department Name Number

Location within Department

Individual

Trade Auction Sealed Bids

Other Explain

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature: [Signature]

RECEIVED

SEP 05 2023

BOONE COUNTY AUDITOR

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 08/25/2023

Fixed Asset Tag Number:

REMOVED FROM DEMARCO

Description of Asset: G.E. WINDOW A/C

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): MOD / AJC Q 12 DC6L2

Condition of Asset: SER / DR033484M

Reason for Disposition: BROKE, COMPRESSOR AND FAN - NON FUNCTIONAL

Location of Asset and Desired Date for Removal to Storage: METAL STORAGE AREA NORTH OF SPT 206

Was asset purchased with grant funding?  YES  NO  
If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO  
If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: ROBERT SCHLICK

Signature: [Signature]

To be Completed by: AUDITOR

Original Acquisition Date: N/A

G/L Account for Proceeds: 1190-3836

Original Acquisition Amount

Original Funding Source

Account Group

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

Transfer Department Name Number

Location within Department

Individual

Trade Auction Sealed Bids

Other Explain

Commission Order Number: 593-2023

Date Approved: 12/21/2023

Signature: [Signature]

RECEIVED

SEP 05 2023

BOONE COUNTY AUDITOR

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 08/22/2023

Fixed Asset Tag Number: NONE

REMOVED FROM THE MALL SITE 8/21/2023

Description of Asset: G.E. WINDOW AIR CONDITIONER

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): MOD/ AJC&12 DC/642  
SER/ HL097666 M  
MFG/ 05/18

Condition of Asset: WELL USED

Reason for Disposition: BROKE NON REPAIRABLE

Location of Asset and Desired Date for Removal to Storage: SPT BUILDING OUTSIDE STORAGE AREA

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO  
If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: BJTC Repair Shop

Signature: [Signature]

To be Completed by: AUDITOR

Original Acquisition Date: N/A

G/L Account for Proceeds: 1190-3836

Original Acquisition Amount: \_\_\_\_\_

Original Funding Source: \_\_\_\_\_

Account Group: \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number: 593-2023

Date Approved: 12/21/2023

Signature: [Signature]

Hand for  
6/14/22

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

**COPY**

Date: 06/09/2022

Fixed Asset Tag Number: \_\_\_\_\_

Description of Asset:

G.E. WINDOW AIR CONDITIONER. REMOVED FROM THE SHEPPARD BLDG RADIO SITE ON 06/09/22

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain: \_\_\_\_\_

Other Information (Serial number, etc.):

MOD/AJC @ 12 DCFW1 SER/AG236803

Condition of Asset:

BROKEN. UNIT FOUND FROZEN UP, BAD COMPRESSOR OR FAN

Reason for Disposition:

BROKE - NON REPAIRABLE ORIGINALLY INSTALLED 06/24/2016

Location of Asset and Desired Date for Removal to Storage:

BLTC BUILDING. SIDEWALK OUTSIDE BASEMENT DOOR

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: RONDER SCHLINK

Signature: [Signature]

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature: [Signature]

✓ Trash

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 8-16-2022

Fixed Asset Tag Number: NONE

Description of Asset: G.E. WINDOW A/C. REMOVED FROM THE CRISUM BLDG, POSITION #2

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): MOD/AJCG120CFW1 SER/AG237368 / Fracked PC

Condition of Asset: BROKE. COMPRESSOR IS BROKE

Reason for Disposition: BROKE TO EXPENSIVE TO FIX

Location of Asset and Desired Date for Removal to Storage: BCTC BLDG, OUTSIDE BASEMENT

Was asset purchased with grant funding?  YES  NO  
If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO  
If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: ROBERT SEHLINK

Signature: [Signature]

To be Completed by: AUDITOR  
Original Acquisition Date: N/A  
Original Acquisition Amount: \_\_\_\_\_  
Original Funding Source: \_\_\_\_\_  
Account Group: \_\_\_\_\_

G/L Account for Proceeds: 1190-3836

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_  
Location within Department \_\_\_\_\_  
Individual \_\_\_\_\_

Trade  Auction  Sealed Bids

Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature: [Signature]

# BOONE COUNTY

RECEIVED

SEP 20 2023

BOONE COUNTY  
AUDITOR

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 09/18/2023

FIXED ASSET TAG NUMBER: 00019537

DESCRIPTION: HP E2311  
MONITOR LCD 23 INCH

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

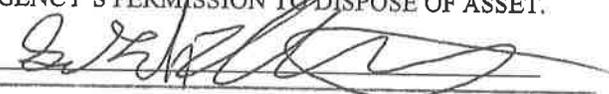
**GC COPY**

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: INFORMATION TECHNOL SIGNATURE: 

### AUDITOR

ORIGINAL ACQUISITION DATE 2015/04/30

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 193.21

ORIGINAL FUNDING SOURCE 2731

(u)

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 09/18/2023

FIXED ASSET TAG NUMBER: 00014826

DESCRIPTION: FUJITSU FI 4220C2  
SCANNER DOCUMENT

**RECEIVED**

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

**SEP 20 2023**

OTHER INFORMATION: \_\_\_\_\_

**BOONE COUNTY  
AUDITOR**

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

**CC COPY**

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP IN GC RM 123

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

DEPARTMENT: INFORMATION TECHNOL SIGNATURE: [Signature]

### AUDITOR

ORIGINAL ACQUISITION DATE 2005/04/20

G/L ACCOUNT FOR PROCEEDS 2010-3836

ORIGINAL ACQUISITION AMOUNT 1,364.76

ORIGINAL FUNDING SOURCE 2743

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE [Signature]

RECEIVED

SEP 15 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 09/14/2023

FIXED ASSET TAG NUMBER: 00016149

DESCRIPTION: HP L1740  
MONITOR LCD 17 INCH

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

**COPY**

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: ROAD & BRIDGE

SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2007/04/12

G/L ACCOUNT FOR PROCEEDS 2040-3836

ORIGINAL ACQUISITION AMOUNT 188.00

①

ORIGINAL FUNDING SOURCE 2741

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

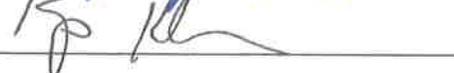
INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

SEP 15 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 09/14/2023

FIXED ASSET TAG NUMBER: 00019504

DESCRIPTION: HP PRODESK 600  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

**COPY**

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT/PURCHASE DATE

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: ROAD & BRIDGE SIGNATURE: 

### AUDITOR

ORIGINAL ACQUISITION DATE 2015/04/01

G/L ACCOUNT FOR PROCEEDS 2040-3836

ORIGINAL ACQUISITION AMOUNT 685.35

ORIGINAL FUNDING SOURCE 2741

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

SEP 15 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 09/12/2023

FIXED ASSET TAG NUMBER: 00018472

DESCRIPTION: CISCO CATALYST 2960  
SWITCH ETHERNET

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

**gc COPY**

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP - IN GC RM 123

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 ACQUISITION DATE 2013/06/14

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 1,447.10

(w)

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

SEP 15 2023

BOONE CO  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 09/11/2023

FIXED ASSET TAG NUMBER: 00018217

DESCRIPTION: CISCO CATALYST 2960  
SWITCH ETHERNET

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

**CO**  
**GC COPY**

CONDITION OF ASSET: PURCHASE DATE

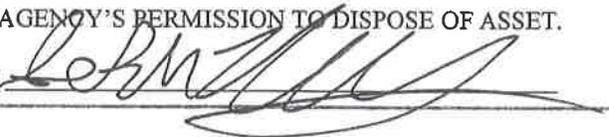
REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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 ACQUISITION DATE 2012/12/31

G/L ACCOUNT FOR PROCEEDS 2550-3836

ORIGINAL ACQUISITION AMOUNT 1,447.10

(A)

ORIGINAL FUNDING SOURCE 2746

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE \_\_\_\_\_

RECEIVED

# BOONE COUNTY

SEP 15 2023

BOONE COUNTY  
AUDITOR

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 09/12/2023

FIXED ASSET TAG NUMBER: 00018216

DESCRIPTION: CISCO CATALYST 2960  
SWITCH ETHERNET

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

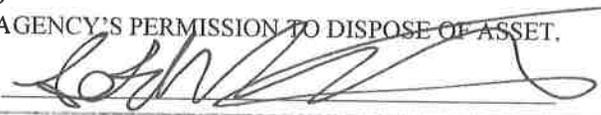
OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP IN GC RM 123

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

DEPARTMENT: SHERIFF SIGNATURE: 

**COPY**

**AUDITOR**

ORIGINAL ACQUISITION DATE 2012/12/31

G/L ACCOUNT FOR PROCEEDS 2550-3836

ORIGINAL ACQUISITION AMOUNT 1,447.10

ORIGINAL FUNDING SOURCE 2746

ACCOUNT GROUP 1603

①

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

SEP 15 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 09/12/2023

FIXED ASSET TAG NUMBER: 00018404

DESCRIPTION: CISCO CATALYST 2960  
SWITCH ETHERNET

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

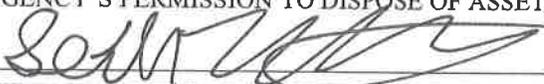
CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP - IN GC RM 123

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

DEPARTMENT: SHERIFF

SIGNATURE: 

**dc COPY**

**AUDITOR**

ORIGINAL ACQUISITION DATE 2013/03/14

G/L ACCOUNT FOR PROCEEDS 1190-3836  
(7)

ORIGINAL ACQUISITION AMOUNT 2,562.15

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

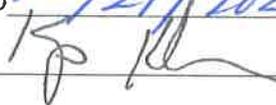
INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

SEP 15 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 09/12/2023

FIXED ASSET TAG NUMBER: 00018405

DESCRIPTION: CISCO CATALYST 2960  
SWITCH ETHERNET

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

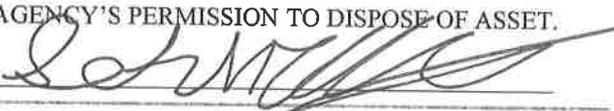
CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: SHERIFF

SIGNATURE: 

 COPY

**AUDITOR**

ORIGINAL ACQUISITION DATE 2013/03/14

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 1,422.15



ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

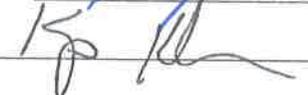
INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2123

DATE APPROVED 12/21/2023

SIGNATURE 

# BOONE COUNTY

RECEIVED

SEP 15 2023

BOONE COUNTY  
AUDITOR

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 09/12/2023

FIXED ASSET TAG NUMBER: 00018221

DESCRIPTION: CISCO CATALYST 2960  
SWITCH ETHERNET

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP IN GC RM 123

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

DEPARTMENT: SHERIFF

SIGNATURE: 

**COPY**

### AUDITOR

ORIGINAL ACQUISITION DATE 2012/12/31

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 1,447.10

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

SEP 06 2023

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 09/06/2023

FIXED ASSET TAG NUMBER: 00022154

DESCRIPTION: HP ELITEBOOK 1040  
LAPTOP NOTEBOOK

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

**CO COPY**

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: PURCHASING

SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2017/06/12

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 1,298.54

(u)

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

SEP 26 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 09/22/2023

FIXED ASSET TAG NUMBER: 00018524

DESCRIPTION: HP COMPAQ 6300  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

**CC COPY**

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: ROAD & BRIDGE

SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2013/08/02

G/L ACCOUNT FOR PROCEEDS 2040-3836  
(u)

ORIGINAL ACQUISITION AMOUNT 533.64

ORIGINAL FUNDING SOURCE 2741

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

**RECEIVED**  
**OCT 04 2023**  
**BOONE COUNTY**  
**AUDITOR**

Date: 10/4/2023

Fixed Asset Tag Number:

Description of Asset: GE Refrigerator

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: Poor -

Reason for Disposition: Not used, broken

Location of Asset and Desired Date for Removal to Storage: 101 N 7th

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 6100

Signature

*J Moore*

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature *[Signature]*

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

**RECEIVED**  
**OCT 04 2023**  
**BOONE COUNTY**  
**AUDITOR**

Date: 10/4/2023

Fixed Asset Tag Number: none

Description of Asset: Admiral Full Size Refrigerator

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: Poor - Freezer does not work

Reason for Disposition: Not used

Location of Asset and Desired Date for Removal to Storage: BC Annex loading area

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 6100 Facilities

Signature

*Judy Moore*

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds

1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature *[Signature]*

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

**RECEIVED**  
**OCT 04 2023**  
**BOONE COUNTY**  
**AUDITOR**

Date: 10/4/2023

Fixed Asset Tag Number: none

Description of Asset: Kenmore Microwave

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: Poor -

Reason for Disposition: Not used, broken

Location of Asset and Desired Date for Removal to Storage: 101 N 7th

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 6100 Facilities

Signature *J Moore*

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature *Kp*

RECEIVED

SEP 15 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 09/11/2023

FIXED ASSET TAG NUMBER: 00018222

DESCRIPTION: CISCO CATALYST 2960  
SWITCH ETHERNET

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

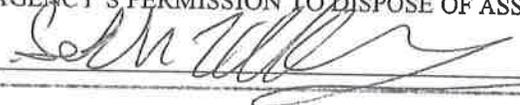
CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP - IN GC RM 123

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

DEPARTMENT: SHERIFF

SIGNATURE: 

**COPY**

### AUDITOR

ORIGINAL ACQUISITION DATE 2012/12/31

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 420.50

ORIGINAL FUNDING SOURCE 2731



ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

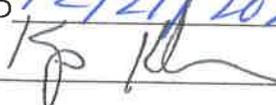
INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

OCT 30 2023

BOONE COUNTY AUDITOR

Date: 10/30/23

Fixed Asset Tag Number: NO ASSET TAG

Description of Asset: ~~FRIG~~ FRIGIDAIRE REFRIDGERATOR/FREEZER  
D.O.M. 05/08 14.8 CU FT

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): S# BA82230712

Condition of Asset: MODEL # FRT 1583 JQ0

Reason for Disposition: NOT COOLING/WORKING PROPERLY

Location of Asset and Desired Date for Removal to Storage: NOT WORKING/COOLING  
4th FLOOR COURTHOUSE RM 424

Was asset purchased with grant funding?  YES  NO CONFERENCE/BREAK ROOM  
If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO  
If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 6100 FM

Signature: Robert Summers

To be Completed by: AUDITOR

Original Acquisition Date: N/A

G/L Account for Proceeds: 1190-3836

Original Acquisition Amount: \_\_\_\_\_

Original Funding Source: \_\_\_\_\_

Account Group: \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number: 593-2023

Date Approved: 12/21/2023

Signature: [Signature]

# BOONE COUNTY

RECEIVED

NOV 03 2023

BOONE COUNTY  
AUDITOR

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 11/02/2023

FIXED ASSET TAG NUMBER: 00022625

DESCRIPTION: HP ELITEDESK 800 G3  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

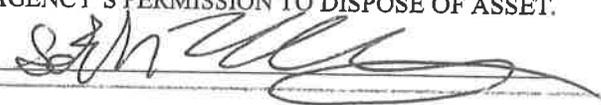
CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: COUNTY CLERK

SIGNATURE: 



### AUDITOR

ORIGINAL ACQUISITION DATE 2018/03/05

G/L ACCOUNT FOR PROCEEDS 1190-3836 

ORIGINAL ACQUISITION AMOUNT 792.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

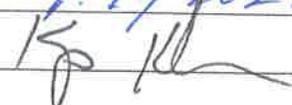
INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

# BOONE COUNTY

RECEIVED

NOV 08 2023

BOONE COUNTY  
AUDITOR

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 11/02/2023

FIXED ASSET TAG NUMBER: 00022021

DESCRIPTION: DELL XPS 13 9360  
LAPTOP NOTEBOOK

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

**COPY**

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: INFORMATION TECHNOL

SIGNATURE: 

### AUDITOR

ORIGINAL ACQUISITION DATE 2017/05/08

G/L ACCOUNT FOR PROCEEDS 1190-3836

(w)

ORIGINAL ACQUISITION AMOUNT 1,172.34

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

# BOONE COUNTY

RECEIVED

NOV 03 2023

BOONE COUNTY  
AUDITOR

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 11/02/2023

FIXED ASSET TAG NUMBER: 00015041

DESCRIPTION: LEXMARK T430DN  
PRINTER LASER MONOCHROME

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

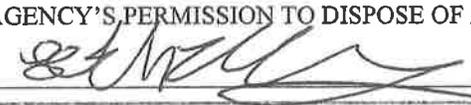
OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: SHERIFF SIGNATURE: 

**COPY**

### AUDITOR

ORIGINAL ACQUISITION DATE 2005/07/14

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 957.77

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

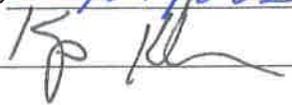
INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

RECEIVED  
NOV 03 2023  
BOONE COUNTY  
AUDITOR

DATE: 11/02/2023

FIXED ASSET TAG NUMBER: 00016980

DESCRIPTION: LEXMARK T430DN  
PRINTER LASER MONOCHROME

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

**COPY**

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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 ACQUISITION DATE 2005/08/12

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 957.77

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

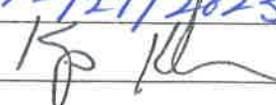
INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

# BOONE COUNTY

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NOV 03 2023

BOONE COUNTY  
AUDITOR

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 11/02/2023

FIXED ASSET TAG NUMBER: 00015522

DESCRIPTION: LEXMARK T430DN  
PRINTER LASER MONOCHROME

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

 COPY

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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 ACQUISITION DATE 2006/06/29

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 947.56

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

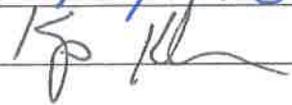
INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

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NOV 02 2023

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 10/26/2023

FIXED ASSET TAG NUMBER: 00019519

DESCRIPTION: HP E2311  
MONITOR LCD 23 INCH

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

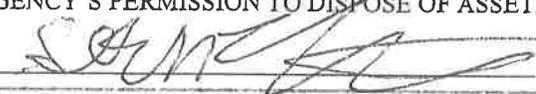
OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: INFORMATION TECHNOL SIGNATURE: 

**CC COPY**

**AUDITOR**

ORIGINAL ACQUISITION DATE 2015/04/30

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 193.21

(u)

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

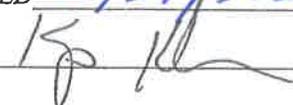
INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

NOV 02 2023

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 11/02/2023

FIXED ASSET TAG NUMBER: 00022626

DESCRIPTION: HP ELITEDESK 800 G3  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

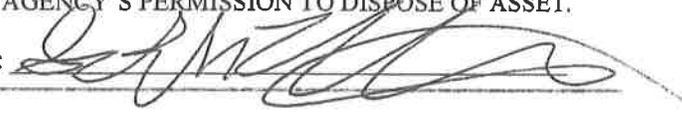
**10 COPY**

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: COUNTY CLERK

SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2018/03/05

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 792.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

# BOONE COUNTY

RECEIVED

NOV 02 2023

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

BOONE COUNTY  
AUDITOR

DATE: 11/02/2023

FIXED ASSET TAG NUMBER: 00020680

DESCRIPTION: HP PROBOOK 650  
LAPTOP NOTEBOOK

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

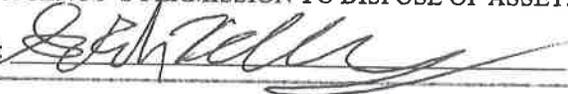
REASON FOR DISPOSITION: REPLACEMENT

**CC COPY**

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: INFORMATION TECHNOL

SIGNATURE: 

### AUDITOR

ORIGINAL ACQUISITION DATE 2016/12/02

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 734.41

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

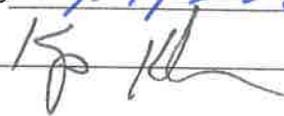
INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

NOV 02 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 11/02/2023

FIXED ASSET TAG NUMBER: 00016850

DESCRIPTION: HP ELITEBOOK 8730W  
LAPTOP NOTEBOOK

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

**COPY**

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: PROSECUTING ATTORNI SIGNATURE: [Signature]

**AUDITOR**

ORIGINAL ACQUISITION DATE 2009/04/28

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 1,305.98

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

(2)

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE [Signature]

RECEIVED

OCT 23 2023

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 10/17/2023

FIXED ASSET TAG NUMBER: 00013631

DESCRIPTION: LEXMARK T520N  
PRINTER LASER MONOCHROME

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

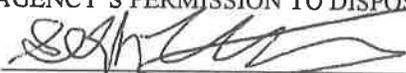
CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: ASSESSOR

SIGNATURE: 

**COPY**

### AUDITOR

ORIGINAL ACQUISITION DATE 2002/11/20

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 1,214.18

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

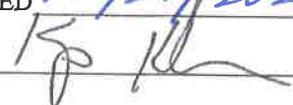
INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

# BOONE COUNTY

RECEIVED

OCT 24 2023

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY BOONE COUNTY AUDITOR

DATE: 10/23/2023

FIXED ASSET TAG NUMBER: 00015300

DESCRIPTION: LEXMARK T430DN  
PRINTER LASER MONOCHROME

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

**COPY**

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT/ NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: TREASURER

SIGNATURE: *Seth Kelley*

### AUDITOR

ORIGINAL ACQUISITION DATE 2006/04/19

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 1,070.76

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

(12)

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-5023

DATE APPROVED 12/21/2023

SIGNATURE *Kp*

RECEIVED

OCT 24 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 10/23/2023

FIXED ASSET TAG NUMBER: 00016911

DESCRIPTION: LEXMARK T430DN  
PRINTER LASER MONOCHROME

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

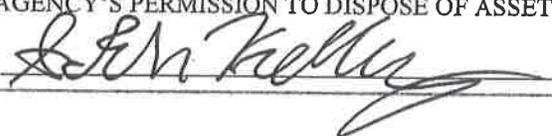
REASON FOR DISPOSITION: NO LONGER NEEDED/REPLACEMENT

**CG COPY**

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: TREASURER

SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2006/03/28

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 1,070.76

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

OCT 24 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 10/23/2023

FIXED ASSET TAG NUMBER: 00012696

DESCRIPTION: HP LASERJET 2100M  
PRINTER LASER MONOCHROME

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

**COPY**

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: INFORMATION TECHNOL SIGNATURE: *Seon Kelley*

**AUDITOR**

ORIGINAL ACQUISITION DATE 2000/12/31

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 1,385.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE *[Signature]*

RECEIVED

SEP 27 2023

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 09/26/2023

FIXED ASSET TAG NUMBER: 00017016

DESCRIPTION: LEXMARK T430DN  
PRINTER LASER MONOCHROME

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: PURCHASING

SIGNATURE: 

**COPY**

**AUDITOR**

ORIGINAL ACQUISITION DATE 2007/03/19

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 1,036.27

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

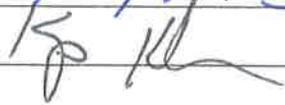
INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

SEP 27 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 09/26/2023

FIXED ASSET TAG NUMBER: 00015120

DESCRIPTION: LEXMARK T430DN  
PRINTER LASER MONOCHROME

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

**4c COPY**

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: FACILITIES & GROUNDS SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2005/08/12

G/L ACCOUNT FOR PROCEEDS 6100-3836

ORIGINAL ACQUISITION AMOUNT 957.77

(u)

ORIGINAL FUNDING SOURCE 2784

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

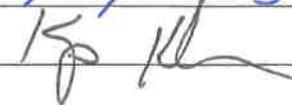
INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

SEP 27 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 09/26/2023

FIXED ASSET TAG NUMBER: 00015957

DESCRIPTION: LEXMARK T430DN  
PRINTER LASER MONOCHROME

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

 **COPY**

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: RECORDER

SIGNATURE: 

### AUDITOR

ORIGINAL ACQUISITION DATE 2007/03/22

G/L ACCOUNT FOR PROCEEDS

2800-3836

ORIGINAL ACQUISITION AMOUNT 1,036.27

(n)

ORIGINAL FUNDING SOURCE 2780

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

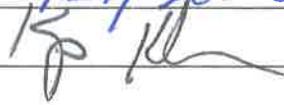
INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

# BOONE COUNTY

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SEP 27 2023

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

BOONE COUNTY  
AUDITOR

DATE: 09/26/2023

FIXED ASSET TAG NUMBER: 00015582

DESCRIPTION: LEXMARK T430DN  
PRINTER LASER MONOCHROME

**GC COPY**

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

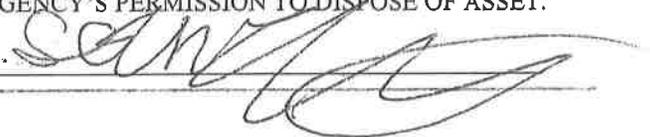
REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: COUNTY CLERK

SIGNATURE: \_\_\_\_\_



### AUDITOR

ORIGINAL ACQUISITION DATE 2006/08/22

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 1,040.84

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

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OCT 03 2023

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 10/02/2023

FIXED ASSET TAG NUMBER: 00022624

DESCRIPTION: HP ELITEDESK 800 G3  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

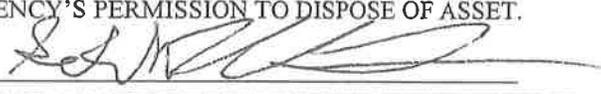
 **COPY**

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: HUMAN RESOURCES SIGNATURE: 

### AUDITOR

ORIGINAL ACQUISITION DATE 2018/03/05

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 792.00



ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

OCT 13 2023

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 10/12/2023

FIXED ASSET TAG NUMBER: 00018608

DESCRIPTION: HP COMPAQ 6300  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

 COPY

REASON FOR DISPOSITION: REPLACEMENT/PURCHASE DATE

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: COLLECTOR

SIGNATURE: 

### AUDITOR

ORIGINAL ACQUISITION DATE 2013/10/24

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 596.29

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

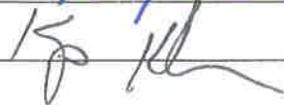
INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

OCT 13 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 10/12/2023

FIXED ASSET TAG NUMBER: 00019020

DESCRIPTION: HP PRODESK 400  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT/PURCHASE DATE

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: COLLECTOR

SIGNATURE: \_\_\_\_\_

**COPY**

### AUDITOR

ORIGINAL ACQUISITION DATE 2014/05/07

G/L ACCOUNT FOR PROCEEDS

1190-3836  
②

ORIGINAL ACQUISITION AMOUNT 601.45

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

TRADE AUCTION SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE \_\_\_\_\_

# BOONE COUNTY

## Request for Disposal/Transfer of County Property **RECEIVED**

Complete, sign, and return to Auditor's Office

OCT 13 2023

BOONE COUNTY  
AUDITOR

Date: 10/06/2023

Fixed Asset Tag Number:

Description of Asset: UPS Backup Battery Model: TLV1272F2 12V BATTERY

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: PURCHASE DATE

Reason for Disposition: REPLACEMENT/NO LONGER NEEDED

Location of Asset and Desired Date for Removal to Storage: ASAP IN GC RM 123

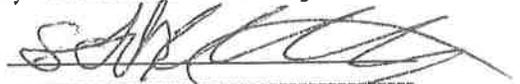
Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 INFO TECHNOLOGY

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds

1190-3836  
(1)

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

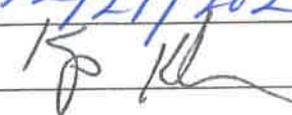
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

**9c COPY**

# BOONE COUNTY

## Request for Disposal/Transfer of County Property **RECEIVED**

Complete, sign, and return to Auditor's Office

**OCT 18 2023**

**BOONE COUNTY  
AUDITOR**

Date: 10/06/2023

Fixed Asset Tag Number:

Description of Asset: UPS Backup Battery Model: TLV1272F2 12V BATTERY

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: PURCHASE DATE

Reason for Disposition: REPLACEMENT/NO LONGER NEEDED

Location of Asset and Desired Date for Removal to Storage: ASAP IN GC RM 123

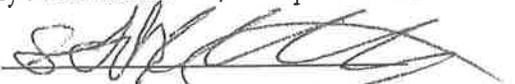
Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 INFO TECHNOLOGY

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds

1190-3836  


Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

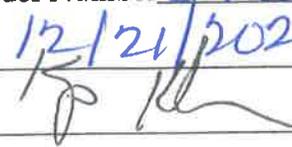
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

**GC COPY**

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

**RECEIVED**  
**OCT 13 2023**  
**BOONE COUNTY**  
**AUDITOR**

Date: 10/06/2023

Fixed Asset Tag Number:

Description of Asset: UPS Backup Battery Model: TLV1272F2 12V BATTERY

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: PURCHASE DATE

**CC COPY**

Reason for Disposition: REPLACEMENT/NO LONGER NEEDED

Location of Asset and Desired Date for Removal to Storage: ASAP IN GC RM 123

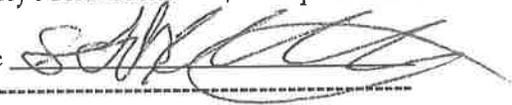
Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 INFO TECHNOLOGY

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

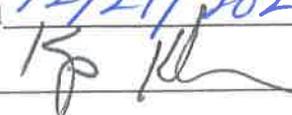
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

RECEIVED

NOV 13 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 11/09/2023

FIXED ASSET TAG NUMBER: 00022641

DESCRIPTION: HP ELITEDESK 800 G3  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: COUNTY COMMISSION SIGNATURE: \_\_\_\_\_



**COPY**

### AUDITOR

ORIGINAL ACQUISITION DATE 2018/03/05

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 792.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE \_\_\_\_\_

RECEIVED

NOV 13 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 11/13/2023

FIXED ASSET TAG NUMBER: 00019476

DESCRIPTION: HP E2311  
MONITOR LCD 23 INCH

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

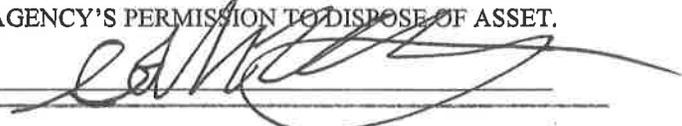
 COPY

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: INFORMATION TECHNOL SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2015/02/19

G/L ACCOUNT FOR PROCEEDS 1190-3836  


ORIGINAL ACQUISITION AMOUNT 193.21

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

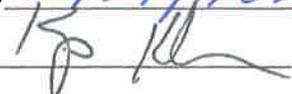
INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

NOV 13 2023

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 11/13/2023

FIXED ASSET TAG NUMBER: 00019477

DESCRIPTION: HP E2311  
MONITOR LCD 23 INCH

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

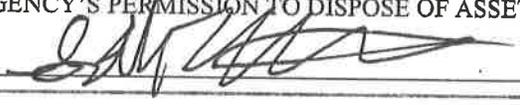
OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: INFORMATION TECHNOL SIGNATURE: 

 COPY

**AUDITOR**

ORIGINAL ACQUISITION DATE 2015/02/19

G/L ACCOUNT FOR PROCEEDS 1190-3836  


ORIGINAL ACQUISITION AMOUNT 193.21

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

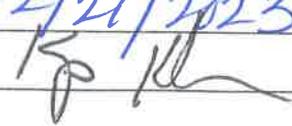
INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

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NOV 14 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 11/13/2023

FIXED ASSET TAG NUMBER: 00022632

DESCRIPTION: HP ELITEDESK 800 G3  
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

 COPY

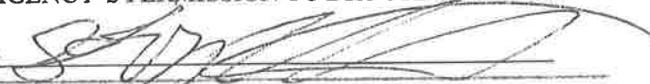
OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: HARDWARE AND MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: HUMAN RESOURCES SIGNATURE: 

**AUDITOR**

ORIGINAL ACQUISITION DATE 2018/03/05

G/L ACCOUNT FOR PROCEEDS 1190-3836  


ORIGINAL ACQUISITION AMOUNT 792.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

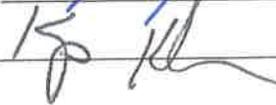
INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

NOV 14 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 11/13/2023

FIXED ASSET TAG NUMBER: 00022301

DESCRIPTION: CISCO 3602I-B-K9  
ACCESS POINT

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: ROAD & BRIDGE

SIGNATURE: *[Handwritten Signature]*

**COPY**

### AUDITOR

ORIGINAL ACQUISITION DATE 2017/12/04

G/L ACCOUNT FOR PROCEEDS 2040-3836

ORIGINAL ACQUISITION AMOUNT 599.52

ORIGINAL FUNDING SOURCE 2741

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE *[Handwritten Signature]*

RECEIVED

NOV 14 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 11/13/2023

FIXED ASSET TAG NUMBER: 00021500

DESCRIPTION: CISCO 3602I-B-K9  
ACCESS POINT

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

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

DEPARTMENT: INFORMATION TECHNOL SIGNATURE: Seth Kelly

**90 COPY**

**AUDITOR**

ORIGINAL ACQUISITION DATE 2017/03/23

G/L ACCOUNT FOR PROCEEDS 1190-3836  
W

ORIGINAL ACQUISITION AMOUNT 968.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE [Signature]

RECEIVED

NOV 14 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 11/13/2023

FIXED ASSET TAG NUMBER: 00021498

DESCRIPTION: CISCO 3602I-B-K9  
ACCESS POINT

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: ROAD & BRIDGE

SIGNATURE: *Eth Kelly*

**COPY**

### AUDITOR

ORIGINAL ACQUISITION DATE 2017/03/23

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 968.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE *[Signature]*

RECEIVED

NOV 14 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 11/13/2023

FIXED ASSET TAG NUMBER: 00021501

DESCRIPTION: CISCO 3602I-B-K9  
ACCESS POINT

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

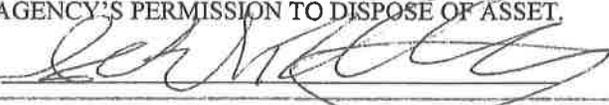
REASON FOR DISPOSITION: REPLACEMENT

**COPY**

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: INFORMATION TECHNOL

SIGNATURE: 

### AUDITOR

ORIGINAL ACQUISITION DATE 2017/03/23

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 968.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

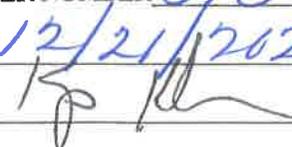
INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

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NOV 14 2023

BOONE COUNTY  
AUDITOR

DATE: 11/13/2023

FIXED ASSET TAG NUMBER: 00021492

DESCRIPTION: CISCO 3602I-B-K9  
ACCESS POINT

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: INFORMATION TECHNOL SIGNATURE: *[Signature]*

**COPY**

### AUDITOR

ORIGINAL ACQUISITION DATE 2017/03/23

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 968.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE *[Signature]*

RECEIVED

NOV 14 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 11/13/2023

FIXED ASSET TAG NUMBER: 00021499

DESCRIPTION: CISCO 3602I-B-K9  
ACCESS POINT

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: COMMUNITY CHILDREN'S SIGNATURE: 

COPY  
COPY

**AUDITOR**

ORIGINAL ACQUISITION DATE 2017/03/23

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 968.00

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

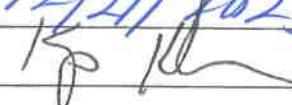
INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

NOV 14 2023

BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 11/13/2023

FIXED ASSET TAG NUMBER: 00014983

DESCRIPTION: CISCO CATALYST 3550  
SWITCH ETHERNET

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

REASON FOR DISPOSITION: REPLACEMENT

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap - in gc rm 123

**COPY**

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

DEPARTMENT: GIS - COUNTY

SIGNATURE: *Ceth Valley*

**AUDITOR**

ORIGINAL ACQUISITION DATE 2005/06/17

G/L ACCOUNT FOR PROCEEDS 1190-3836

ORIGINAL ACQUISITION AMOUNT 2,696.79

ORIGINAL FUNDING SOURCE 2731

ACCOUNT GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

     TRADE           AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE *[Signature]*

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

Date: 10/06/2023

Fixed Asset Tag Number:

OCT 13 2023

Description of Asset: 1 OFFICE CHAIR

BOONE COUNTY  
AUDITOR

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: PURCHASE DATE

**GC COPY**

Reason for Disposition: REPLACEMENT/NO LONGER NEEDED

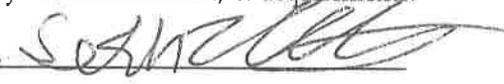
Location of Asset and Desired Date for Removal to Storage: ASAP IN GC RM 220

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 INFO TECHNOLOGY

Signature: 

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds

1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

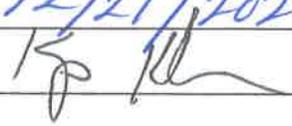
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

**RECEIVED**

**OCT 13 2023**

**BOONE COUNTY  
AUDITOR**

Date: 10/06/2023

Fixed Asset Tag Number:

Description of Asset: Black Storage Rack

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: Purchase Date

Reason for Disposition: NO LONGER NEEDED/REPLACEMENT

Location of Asset and Desired Date for Removal to Storage: ASAP IN GC MAIL ROOM

*Room 308*

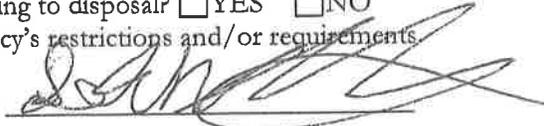
Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 INFORMATION TECH

Signature



**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds

1190-3836  
*(2)*

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature *[Signature]*

**COPY**

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

**RECEIVED**  
**OCT 18 2023**  
BOONE COUNTY  
AUDITOR

Date: 10/06/2023

Fixed Asset Tag Number:

Description of Asset: Black Storage Rack

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: Purchase Date

Reason for Disposition: NO LONGER NEEDED/REPLACEMENT

Location of Asset and Desired Date for Removal to Storage: ASAP IN GC MAIL ROOM

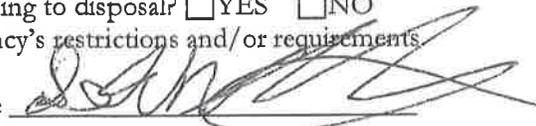
Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1170 INFORMATION TECH

Signature



**COPY**

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**

*Complete, sign, and return to Auditor's Office*

**RECEIVED**

**OCT 13 2023**

**BOONE COUNTY  
AUDITOR**

Date: 10/06/2023

Fixed Asset Tag Number:

Description of Asset: Black Storage Rack

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: Purchase Date

Reason for Disposition: NO LONGER NEEDED/REPLACEMENT

Location of Asset and Desired Date for Removal to Storage: ASAP IN GC MAIL ROOM

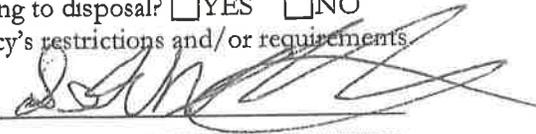
Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements

Dept Number & Name: 1170 INFORMATION TECH

Signature



**To be Completed by: AUDITOR**

Original Acquisition Date NIA

G/L Account for Proceeds

1190-3836  
@

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

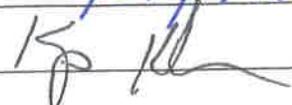
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

**COPY**

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

**RECEIVED**  
**OCT 13 2023**  
BOONE COUNTY  
AUDITOR

Date: 10/06/2023

Fixed Asset Tag Number:

Description of Asset: Black Storage Rack

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: Purchase Date

Reason for Disposition: NO LONGER NEEDED/REPLACEMENT

Location of Asset and Desired Date for Removal to Storage: ASAP IN GC MAIL ROOM

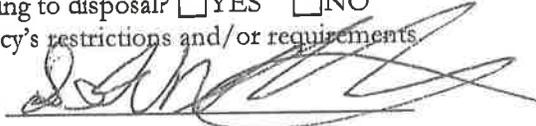
Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements

Dept Number & Name: 1170 INFORMATION TECH

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds

1190-3836  
(w)

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

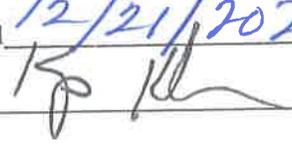
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

Date: 10/06/2023

Fixed Asset Tag Number:

OCT 13 2023

BOONE COUNTY  
AUDITOR

Description of Asset: Black Storage Rack

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: Purchase Date

Reason for Disposition: NO LONGER NEEDED/REPLACEMENT

Location of Asset and Desired Date for Removal to Storage: ASAP IN GC MAIL ROOM

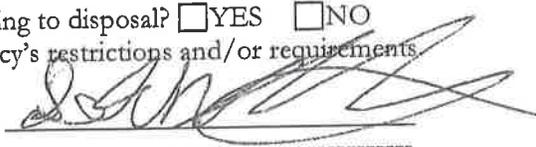
Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements

Dept Number & Name: 1170 INFORMATION TECH

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds

1190-3836  
②

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

COPY

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

**RECEIVED**  
**SEP 26 2023**  
BOONE  
AUDITOR

Date: 9-21-2023

Fixed Asset Tag Number: 15353

Description of Asset: Neopost Letter Opener

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): Serial LS590038

Condition of Asset: Fair - blades may need sharpening/cleaning

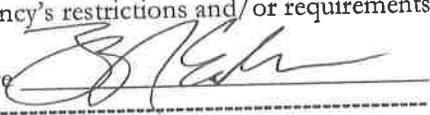
Reason for Disposition: New replacement

Location of Asset and Desired Date for Removal to Storage: Room 123, ASAP

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO  
If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1150 Collector

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date 12-29-05

G/L Account for Proceeds 2110-3836  
*(a)*

Original Acquisition Amount \$1,338-

Original Funding Source 2788

Account Group 1601

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

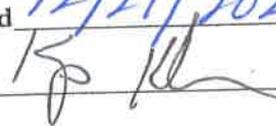
Individual \_\_\_\_\_

Trade  Auction  Sealed Bids

Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature 

RECEIVED

SEP 26 2023

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 09/22/2023

FIXED ASSET TAG NUMBER: 00018434

DESCRIPTION: EPSON POWERLITE 475W PROJECTOR

REQUESTED MEANS OF DISPOSAL: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: PURCHASE DATE

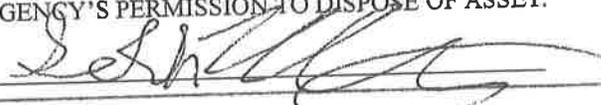
**gc COPY**

REASON FOR DISPOSITION: REPLACEMENT/NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: asap in gc rm 123

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

DEPARTMENT: ROAD & BRIDGE

SIGNATURE: 

### AUDITOR

ORIGINAL ACQUISITION DATE 2013/05/23

G/L ACCOUNT FOR PROCEEDS 2040-3836

ORIGINAL ACQUISITION AMOUNT 1,314.11

ORIGINAL FUNDING SOURCE 2741

ACCOUNT GROUP 1603

### COUNTY COMMISSION / COUNTY CLERK

#### APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

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

COMMISSION ORDER NUMBER 593-2023

DATE APPROVED 12/21/2023

SIGNATURE 

RECEIVED

NOV 16 2023

BOONE COUNTY  
AUDITOR

BOONE COUNTY  
Request for Disposal/Transfer of County Property  
Complete, sign, and return to Auditor's Office

Date: 11/14/2023

Fixed Asset Tag Number: M023 None

Description of Asset:

20" LCD Monitor / LA2006x

Requested Means of Disposal:

Recycle/Trash

Other Information:

SERIAL NUMBER: CNC317Q55D

Condition of Asset:

Reason for Disposition:

ROUTINE REPLACEMENT

Location of Asset and Desired Date for Removal To Storage: Boone County Courthouse / Floor: 1 / Room: Technology Services - IMMEDIATELY

Was Asset Purchased with Grant Funding? NO

DEPARTMENT: 1210-Circuit Court

SIGNATURE:

Cindy Sanis

To be Completed by: AUDITOR

Original Acquisition Date

N/A

G/L Acct for Proceeds

1190-3836

Original Acquisition Amount

(2)

Original Funding Source

Account Group

To be Completed by : COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method;

Transfer

Department Name: \_\_\_\_\_ Number \_\_\_\_\_

Location within Department: \_\_\_\_\_

Individual: \_\_\_\_\_

Trade

Auction

Sealed Bids

Other

Explain \_\_\_\_\_

Commission Order Number

593-2023

Date Approve:

12/21/2023

Signature

[Signature]

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

**RECEIVED**  
**NOV 16 2023**  
**BOONE COUNTY**  
**AUDITOR**

Date: 11/14/2023

Fixed Asset Tag Number: N/A

Description of Asset: HP Monitor

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): 3CQ3522K0

Condition of Asset: (FAIR OR POOR OR BROKEN OR OUTDATED)

Reason for Disposition: (ROUTINE REPLACEMENT | OUTDATED | BROKEN/NO LONGER FUNCTIONS)

Location of Asset and Desired Date for Removal to Storage: IMMEDIATELY

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1210 Circuit Court

Signature: Cindy Gant

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature [Signature]

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BOONE COUNTY AUDITOR

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 11/14/2023

Fixed Asset Tag Number: N/A

Description of Asset: HP Monitor

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): 3CQ35225VL

Condition of Asset: (FAIR OR POOR OR BROKEN OR OUTDATED)

Reason for Disposition: (ROUTINE REPLACEMENT | OUTDATED | BROKEN/NO LONGER FUNCTIONS)

Location of Asset and Desired Date for Removal to Storage: IMMEDIATELY

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1210 - Circuit Court

Signature Cindy Samett

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature [Signature]

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BOONE COUNTY  
AUDITOR

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 11/14/2023 Fixed Asset Tag Number: <none>

Description of Asset: Wireless Hotspot / AirCard 815S

Requested Means of Disposal: Recycle/Trash

Other Information: SERIAL NUMBER: 4K0278N304A62

Condition of Asset:

Reason for Disposition: ROUTINE REPLACEMENT

Location of Asset and Desired Date for Removal To Storage: Boone County Courthouse / Floor: 1 / Room: Technology Services - IMMEDIATELY

Was Asset Purchased with Grant Funding? NO

DEPARTMENT: 1210 SIGNATURE: Cindy J. Smith

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Acct for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by : COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method;

\_\_\_\_ Transfer Department Name: \_\_\_\_\_ Number \_\_\_\_\_

Location within Department: \_\_\_\_\_

Individual: \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approve: 12/21/2023

Signature [Signature]

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BOONE COUNTY  
AUDITOR

BOONE COUNTY  
Request for Disposal/Transfer of County Property  
*Complete, sign, and return to Auditor's Office*

Date: 11/14/2023 Fixed Asset Tag Number: <none>

Description of Asset: Wireless Hotspot / AirCard 815S

Requested Means of Disposal: Recycle/Trash

Other Information: SERIAL NUMBER: 4K0278N204027

Condition of Asset:

Reason for Disposition: ROUTINE REPLACEMENT

Location of Asset and Desired Date for Removal To Storage: Boone County Courthouse / Floor: 1 / Room: Technology Services - IMMEDIATELY

Was Asset Purchased with Grant Funding? NO

DEPARTMENT: 1210 SIGNATURE: Cindy J. Santos

To be Completed by: AUDITOR

Original Acquisition Date N/A G/L Acct for Proceeds 1190-3836  
Original Acquisition Amount \_\_\_\_\_  
Original Funding Source \_\_\_\_\_  
Account Group \_\_\_\_\_

To be Completed by : COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method;

Transfer Department Name: \_\_\_\_\_ Number \_\_\_\_\_

Location within Department: \_\_\_\_\_

Individual: \_\_\_\_\_

Trade  Auction  Sealed Bids

Other Explain \_\_\_\_\_

Commission Order Number 593-2123

Date Approve: 12/21/2023

Signature [Signature]

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NOV 16 2023

BOONE COUNTY AUDITOR

BOONE COUNTY
Request for Disposal/Transfer of County Property
Complete, sign, and return to Auditor's Office

Date: 11/14/2023 Fixed Asset Tag Number: <none>
Description of Asset: Wireless Hotspot / AirCard 770S
Requested Means of Disposal: Recycle/Trash
Other Information: SERIAL NUMBER: ej416311980410
Condition of Asset:
Reason for Disposition: ROUTINE REPLACEMENT
Location of Asset and Desired Date for Removal To Storage: Boone County Courthouse / Floor: 1 / Room: Technology Services - IMMEDIATELY

Was Asset Purchased with Grant Funding? NO

DEPARTMENT: 1210 SIGNATURE: Cindy Samitt

To be Completed by: AUDITOR

Original Acquisition Date N/A G/L Acct for Proceeds 1190-3836
Original Acquisition Amount
Original Funding Source
Account Group

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method;

Transfer Department Name: Number
Location within Department:
Individual:
Trade Auction Sealed Bids
Other Explain

Commission Order Number 593-2023
Date Approve: 12/21/2023
Signature

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

NOV 16 2023  
BOONE COUNTY  
AUDITOR  
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NOV 16 2023  
BOONE COUNTY  
AUDITOR

Date: 11/14/2023

Fixed Asset Tag Number: N/A

Description of Asset: 21 Keyboards

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): N/A

Condition of Asset: (FAIR OR POOR OR BROKEN OR OUTDATED)

Reason for Disposition: (ROUTINE REPLACEMENT | OUTDATED | BROKEN/NO LONGER FUNCTIONS)

Location of Asset and Desired Date for Removal to Storage: IMMEDIATELY

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1210 Circuit Court

Signature Cindy Denton

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836  
(u)

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature [Signature]

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NOV 16 2023  
BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 11/14/2023

Fixed Asset Tag Number: N/A

Description of Asset: 13 computer mice

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): N/A

Condition of Asset: (FAIR OR POOR OR BROKEN OR OUTDATED)

Reason for Disposition: (ROUTINE REPLACEMENT | OUTDATED | BROKEN/NO LONGER FUNCTIONS)

Location of Asset and Desired Date for Removal to Storage: IMMEDIATELY

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1210 - Circuit Court

Signature Cindy Daniels

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2123

Date Approved 12/21/2023

Signature [Signature]

# BOONE COUNTY

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## Request for Disposal/Transfer of County Property NOV 16 2023

Complete, sign, and return to Auditor's Office

BOONE COUNTY  
AUDITOR

Date: 11/14/2023

Fixed Asset Tag Number: N/A

Description of Asset: 10 Desk Phones

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): N/A

Condition of Asset: (FAIR OR POOR OR BROKEN OR OUTDATED)

Reason for Disposition: (ROUTINE REPLACEMENT | OUTDATED | BROKEN/NO LONGER FUNCTIONS)

Location of Asset and Desired Date for Removal to Storage: IMMEDIATELY

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1210 - Circuit Court

Signature Cindy Sanchez

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature [Signature]

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

NOV 16 2023

BOONE COUNTY AUDITOR

Date: 11/14/2023

Fixed Asset Tag Number: N/A

Description of Asset: iPad

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): DMRY2U3UF8J

Condition of Asset: (FAIR OR POOR OR BROKEN OR OUTDATED)

Reason for Disposition: (ROUTINE REPLACEMENT | OUTDATED | BROKEN/NO LONGER FUNCTIONS)

Location of Asset and Desired Date for Removal to Storage: IMMEDIATELY

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1210 Circuit Court

Signature Cindy Harris

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature [Signature]

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

**RECEIVED**  
**NOV 16 2023**  
**BOONE COUNTY**  
**AUDITOR**

Date: 11/14/2023

Fixed Asset Tag Number: N/A

Description of Asset: HP 2013 Ultra Docking Station

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): 5CG804ZTLG

Condition of Asset: (FAIR OR POOR OR BROKEN OR OUTDATED)

Reason for Disposition: (ROUTINE REPLACEMENT | OUTDATED BROKEN/NO LONGER FUNCTIONS)

Location of Asset and Desired Date for Removal to Storage: IMMEDIATELY

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 210 Circuit Court

Signature Cindy Samuels

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature [Signature]

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

**RECEIVED**  
**NOV 16 2023**  
**BOONE COUNTY**  
**AUDITOR**

Date: 11/14/2023

Fixed Asset Tag Number: N/A

Description of Asset: 3 UPC BATTERIES

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: (FAIR OR POOR OR BROKEN OR OUTDATED)

Reason for Disposition: (ROUTINE REPLACEMENT | OUTDATED | BROKEN/NO LONGER FUNCTIONS)

Location of Asset and Desired Date for Removal to Storage: IMMEDIATELY

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1210 Circuit Court

Signature Cindy Daniels

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 (M)

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

\_\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature [Signature]

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NOV 16 2023

BOONE COUNTY  
AUDITOR

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 11/14/2023 Fixed Asset Tag Number: <none>  
Description of Asset: SmartPhone / E6790 Duraforce XD  
Requested Means of Disposal: Recycle/Trash  
Other Information: SERIAL NUMBER: NONE  
Condition of Asset:  
Reason for Disposition: ROUTINE REPLACEMENT  
Location of Asset and Desired Date for Removal To Storage: Boone County Courthouse / Floor: 1 / Room: Technology Services - IMMEDIATELY

Was Asset Purchased with Grant Funding? NO

DEPARTMENT: 1241-Juvenile Office SIGNATURE: \_\_\_\_\_

To be Completed by: AUDITOR

Original Acquisition Date N/A  
Original Acquisition Amount \_\_\_\_\_  
Original Funding Source \_\_\_\_\_  
Account Group \_\_\_\_\_

G/L Acct for Proceeds Cindy Jewell  
1190-3836 @

To be Completed by : COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method;

\_\_\_ Transfer Department Name: \_\_\_\_\_ Number \_\_\_\_\_  
Location within Department: \_\_\_\_\_  
Individual: \_\_\_\_\_  
\_\_\_ Trade \_\_\_ Auction \_\_\_ Sealed Bids  
\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023  
Date Approve: 12/21/2023  
Signature [Signature]

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

**RECEIVED**  
**NOV 16 2023**  
BOONE COUNTY  
AUDITOR

Date: 11/14/2023                      Fixed Asset Tag Number: N/A

Description of Asset: SHURE SLX4-G5

Requested Means of Disposal:  Sell     Trade-In     Recycle/Trash     Other, Explain:

Other Information (Serial number, etc.): 1LK0156229 -01

Condition of Asset: (FAIR OR POOR OR BROKEN OR OUTDATED)

Reason for Disposition: (ROUTINE REPLACEMENT | OUTDATED | BROKEN/NO LONGER FUNCTIONS)

Location of Asset and Desired Date for Removal to Storage: IMMEDIATELY

Was asset purchased with grant funding?  YES     NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES     NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1210 Circuit Court

Signature Cindy Dantle

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_\_\_ Transfer              Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_\_\_ Trade              \_\_\_\_\_ Auction              \_\_\_\_\_ Sealed Bids

\_\_\_\_\_ Other              Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approved 12/21/2023

Signature [Signature]

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NOV 16 2023

BOONE COUNTY  
AUDITOR

BOONE COUNTY  
Request for Disposal/Transfer of County Property  
*Complete, sign, and return to Auditor's Office*

Date: 11/14/2023 Fixed Asset Tag Number: <none>  
Description of Asset: 19" LCD Monitor / L1950g  
Requested Means of Disposal: Recycle/Trash  
Other Information: SERIAL NUMBER: CNK91005T9  
Condition of Asset:  
Reason for Disposition: ROUTINE REPLACEMENT  
Location of Asset and Desired Date for Removal To Storage: Boone County Courthouse / Floor: 1 / Room: Technology Services - IMMEDIATELY

Was Asset Purchased with Grant Funding? NO

DEPARTMENT: 1210 SIGNATURE: Cindy Hamlin

To be Completed by: AUDITOR

Original Acquisition Date N/A G/L Acct for Proceeds 1190-3836  
Original Acquisition Amount \_\_\_\_\_  
Original Funding Source \_\_\_\_\_  
Account Group \_\_\_\_\_

To be Completed by : COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method;

\_\_\_ Transfer Department Name: \_\_\_\_\_ Number \_\_\_\_\_  
Location within Department: \_\_\_\_\_  
Individual: \_\_\_\_\_  
\_\_\_ Trade \_\_\_ Auction \_\_\_ Sealed Bids  
\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023  
Date Approve: 12/21/2023  
Signature [Signature]

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BOONE COUNTY  
AUDITOR

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 11/14/2023 Fixed Asset Tag Number: <none>

Description of Asset: iPad w/ Wi-Fi & 4G / MD366LL/A

Requested Means of Disposal: Recycle/Trash

Other Information: SERIAL NUMBER: DYTHVCFXDVGG

Condition of Asset:

Reason for Disposition: ROUTINE REPLACEMENT

Location of Asset and Desired Date for Removal To Storage: Boone County Courthouse / Floor: 1 / Room: Technology Services - IMMEDIATELY

Was Asset Purchased with Grant Funding? NO

DEPARTMENT: 1210 SIGNATURE: Cindy Sauter

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Acct for Proceeds 1190-3836  
(M)

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

To be Completed by : COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method;

\_\_\_\_ Transfer Department Name: \_\_\_\_\_ Number \_\_\_\_\_

Location within Department: \_\_\_\_\_

Individual: \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

\_\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approve: 12/21/2023

Signature [Signature]

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NOV 16 2023

BOONE CO. AUDITOR

BOONE COUNTY
Request for Disposal/Transfer of County Property
Complete, sign, and return to Auditor's Office

Date: 11/14/2023 Fixed Asset Tag Number: 18416
Description of Asset: Network Printer / LaserJet M601
Requested Means of Disposal: Recycle/Trash
Other Information: SERIAL NUMBER: CNCCF340PS
Condition of Asset:
Reason for Disposition: ROUTINE REPLACEMENT
Location of Asset and Desired Date for Removal To Storage: Boone County Courthouse / Floor: 1 / Room: Technology Services - IMMEDIATELY

Was Asset Purchased with Grant Funding? NO
DEPARTMENT: 1241-Juvenile Office SIGNATURE: Cindy Sants

To be Completed by: AUDITOR
Original Acquisition Date: 4-25-13 G/L Acct for Proceeds: 1190-3836
Original Acquisition Amount: \$582.40
Original Funding Source: 2731
Account Group: 1603

To be Completed by: COUNTY COMMISSION / COUNTY CLERK
Approved Disposal Method;
Transfer Department Name: Number
Location within Department:
Individual:
Trade Auction Sealed Bids
Other Explain

Commission Order Number: 593-2023
Date Approve: 12/21/2023
Signature: [Handwritten Signature]

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NOV 16 2023

BOONE COUNTY  
AUDITOR

BOONE COUNTY  
Request for Disposal/Transfer of County Property  
Complete, sign, and return to Auditor's Office

Date: 11/14/2023 Fixed Asset Tag Number: 17563  
Description of Asset: 19" LCD Monitor / LA1951g  
Requested Means of Disposal: Recycle/Trash  
Other Information: SERIAL NUMBER: CNC049RQ2J  
Condition of Asset:  
Reason for Disposition: ROUTINE REPLACEMENT  
Location of Asset and Desired Date for Removal To Storage: Boone County Courthouse / Floor: 1 / Room: Technology Services - IMMEDIATELY

Was Asset Purchased with Grant Funding? NO

DEPARTMENT: 1210-Circuit Court SIGNATURE:

*Cindy Daniel*

To be Completed by: AUDITOR

Original Acquisition Date

2-8-11

G/L Acct for Proceeds

1190-3836

Original Acquisition Amount

\$157-

(u)

Original Funding Source

2731

Account Group

1603

To be Completed by : COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method;

Transfer

Department Name: \_\_\_\_\_ Number \_\_\_\_\_

Location within Department: \_\_\_\_\_

Individual: \_\_\_\_\_

Trade

Auction

Sealed Bids

Other

Explain \_\_\_\_\_

Commission Order Number

593-2023

Date Approve:

12/21/2023

Signature

*[Handwritten Signature]*

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NOV 16 2023  
BOONE COUNTY  
AUDITOR

BOONE COUNTY  
Request for Disposal/Transfer of County Property  
*Complete, sign, and return to Auditor's Office*

Date: 11/14/2023 Fixed Asset Tag Number: 18098  
Description of Asset: 19" LCD Monitor / LA1951g  
Requested Means of Disposal: Recycle/Trash  
Other Information: SERIAL NUMBER: 3CQ21910WT  
Condition of Asset:  
Reason for Disposition: ROUTINE REPLACEMENT  
Location of Asset and Desired Date for Removal To Storage: Boone County Courthouse / Floor: 1 / Room: Technology Services - IMMEDIATELY  
Was Asset Purchased with Grant Funding? NO  
DEPARTMENT: 1210-Circuit Court SIGNATURE: Cindy James

To be Completed by: AUDITOR  
Original Acquisition Date 8-3-12 G/L Acct for Proceeds 1190-3836  
Original Acquisition Amount \$150- (N)  
Original Funding Source 2731  
Account Group 1603

To be Completed by : COUNTY COMMISSION / COUNTY CLERK  
Approved Disposal Method;  
 Transfer Department Name: \_\_\_\_\_ Number \_\_\_\_\_  
Location within Department: \_\_\_\_\_  
Individual: \_\_\_\_\_  
 Trade  Auction  Sealed Bids  
 Other Explain \_\_\_\_\_

Commission Order Number 593-2023  
Date Approve: 12/21/2023  
Signature [Signature]

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NOV 16 2023

BOONE COUNTY  
AUDITOR

BOONE COUNTY  
Request for Disposal/Transfer of County Property  
*Complete, sign, and return to Auditor's Office*

Date: 11/14/2023 Fixed Asset Tag Number: 18093  
Description of Asset: 19" LCD Monitor / LA1951g  
Requested Means of Disposal: Recycle/Trash  
Other Information: SERIAL NUMBER: 3CQ2171BJ7  
Condition of Asset:  
Reason for Disposition: ROUTINE REPLACEMENT  
Location of Asset and Desired Date for Removal To Storage: Boone County Courthouse / Floor: 1 / Room: Technology Services - IMMEDIATELY

Was Asset Purchased with Grant Funding? NO

DEPARTMENT: 1210-Circuit Court SIGNATURE:

*Cindy Jamitt*

To be Completed by: AUDITOR

Original Acquisition Date

8-3-12

G/L Acct for Proceeds

1190-3836

Original Acquisition Amount

\$150-

(2)

Original Funding Source

2731

Account Group

1603

To be Completed by : COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method;

Transfer

Department Name: \_\_\_\_\_ Number \_\_\_\_\_

Location within Department: \_\_\_\_\_

Individual: \_\_\_\_\_

Trade

Auction

Sealed Bids

Other

Explain \_\_\_\_\_

Commission Order Number

593-2023

Date Approve:

12/21/2023

Signature

*[Handwritten Signature]*

RECEIVED

NOV 16 2023

BOONE COUNTY  
AUDITOR

BOONE COUNTY  
Request for Disposal/Transfer of County Property  
Complete, sign, and return to Auditor's Office

Date: 11/14/2023 Fixed Asset Tag Number: 22932  
Description of Asset: 16" Notebook Computer / ProBook 650 G2  
Requested Means of Disposal: Recycle/Trash  
Other Information: SERIAL NUMBER: 5CG82443MQ  
Condition of Asset:  
Reason for Disposition: ROUTINE REPLACEMENT  
Location of Asset and Desired Date for Removal To Storage: Boone County Courthouse / Floor: 1 / Room: Technology Services - IMMEDIATELY

Was Asset Purchased with Grant Funding? NO

DEPARTMENT: 1210-Circuit Court SIGNATURE: Cindy Samitt

To be Completed by: AUDITOR

Original Acquisition Date 6-29-18 G/L Acct for Proceeds 1190-3836  
Original Acquisition Amount \$692.69  
Original Funding Source 2731  
Account Group 1603

To be Completed by : COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method;

Transfer Department Name: \_\_\_\_\_ Number \_\_\_\_\_

Location within Department: \_\_\_\_\_

Individual: \_\_\_\_\_

Trade  Auction  Sealed Bids

Other Explain \_\_\_\_\_

Commission Order Number 593-2023

Date Approve: 12/21/2023

Signature [Signature]

RECEIVED  
NOV 16 2023  
BOONE COUNTY  
AUDITOR

BOONE COUNTY  
Request for Disposal/Transfer of County Property  
*Complete, sign, and return to Auditor's Office*

Date: 11/14/2023 Fixed Asset Tag Number: 22933  
Description of Asset: 16" Notebook Computer / ProBook 650 G2  
Requested Means of Disposal: Recycle/Trash  
Other Information: SERIAL NUMBER: 5CG82443J4  
Condition of Asset:  
Reason for Disposition: ROUTINE REPLACEMENT  
Location of Asset and Desired Date for Removal To Storage: Boone County Courthouse / Floor: 1 / Room: Technology Services - IMMEDIATELY  
Was Asset Purchased with Grant Funding? NO

DEPARTMENT: 1210-Circuit Court SIGNATURE: Cindy Samet

To be Completed by: AUDITOR

Original Acquisition Date

6-29-18

G/L Acct for Proceeds

1190-3836

Original Acquisition Amount

\$692.69

Original Funding Source

2731

Account Group

1603

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method;

Transfer

Department Name: \_\_\_\_\_ Number \_\_\_\_\_

Location within Department: \_\_\_\_\_

Individual: \_\_\_\_\_

Trade

Auction

Sealed Bids

Other

Explain \_\_\_\_\_

Commission Order Number

593-2023

Date Approve:

12/21/2023

Signature

[Signature]

RECEIVED  
NOV 16 2023  
BOONE COUNTY  
AUDITOR

BOONE COUNTY  
Request for Disposal/Transfer of County Property  
Complete, sign, and return to Auditor's Office

Date: 11/14/2023 Fixed Asset Tag Number: 21463  
Description of Asset: 16" Notebook Computer / ProBook 650 G2  
Requested Means of Disposal: Recycle/Trash  
Other Information: SERIAL NUMBER: 5CG7070TJ0  
Condition of Asset:  
Reason for Disposition: ROUTINE REPLACEMENT  
Location of Asset and Desired Date for Removal To Storage: Boone County Courthouse / Floor: 1 / Room: Technology Services - IMMEDIATELY

Was Asset Purchased with Grant Funding? NO  
DEPARTMENT: 1210-Circuit Court SIGNATURE: Cindy Sauter

To be Completed by: AUDITOR  
Original Acquisition Date 3-6-17 G/L Acct for Proceeds 1190-3836  
Original Acquisition Amount \$718.64 (2)  
Original Funding Source 2731  
Account Group 1603

To be Completed by : COUNTY COMMISSION / COUNTY CLERK  
Approved Disposal Method;  
 Transfer Department Name: \_\_\_\_\_ Number \_\_\_\_\_  
Location within Department: \_\_\_\_\_  
Individual: \_\_\_\_\_  
 Trade  Auction  Sealed Bids  
 Other Explain \_\_\_\_\_

Commission Order Number 593-2023  
Date Approve: 12/21/2023  
Signature \_\_\_\_\_

RECEIVED

NOV 16 2023

BOONE COUNTY  
AUDITOR

BOONE COUNTY  
Request for Disposal/Transfer of County Property  
*Complete, sign, and return to Auditor's Office*

Date: 11/14/2023 Fixed Asset Tag Number: <none>  
Description of Asset: 23" LCD Monitor / E233  
Requested Means of Disposal: Recycle/Trash  
Other Information: SERIAL NUMBER: 3CQ8270D2J  
Condition of Asset:  
Reason for Disposition: ROUTINE REPLACEMENT  
Location of Asset and Desired Date for Removal To Storage: Boone County Courthouse / Floor: 1 / Room: Technology Services - IMMEDIATELY  
Was Asset Purchased with Grant Funding? NO

DEPARTMENT: 2904-Proposition L SIGNATURE: *Cindy Samets*

To be Completed by: AUDITOR

Original Acquisition Date N/A G/L Acct for Proceeds 1190-3836  
Original Acquisition Amount \_\_\_\_\_  
Original Funding Source \_\_\_\_\_  
Account Group \_\_\_\_\_

To be Completed by : COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method;

\_\_\_ Transfer Department Name: \_\_\_\_\_ Number \_\_\_\_\_  
Location within Department: \_\_\_\_\_  
Individual: \_\_\_\_\_  
\_\_\_ Trade \_\_\_ Auction \_\_\_ Sealed Bids  
\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 593-2023  
Date Approve: 12/21/2023  
Signature \_\_\_\_\_

RECEIVED

NOV 16 2023

BOONE COUNTY  
AUDITOR

BOONE COUNTY  
Request for Disposal/Transfer of County Property  
*Complete, sign, and return to Auditor's Office*

Date: 11/14/2023 Fixed Asset Tag Number: 22942  
Description of Asset: Desktop PC / Z240S  
Requested Means of Disposal: Recycle/Trash  
Other Information: SERIAL NUMBER: 2UA82626N3  
Condition of Asset:  
Reason for Disposition: ROUTINE REPLACEMENT  
Location of Asset and Desired Date for Removal To Storage: Boone County Courthouse / Floor: 1 / Room: Technology Services - IMMEDIATELY

Was Asset Purchased with Grant Funding? NO

DEPARTMENT: 1210-Circuit Court SIGNATURE: Cindy Santos

To be Completed by: AUDITOR

Original Acquisition Date 8-3-12 G/L Acct for Proceeds 1190-3836  
Original Acquisition Amount \$571.83 (2)  
Original Funding Source 2731  
Account Group 1603

To be Completed by : COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method;

Transfer Department Name: \_\_\_\_\_ Number \_\_\_\_\_  
Location within Department: \_\_\_\_\_  
Individual: \_\_\_\_\_  
 Trade  Auction  Sealed Bids  
 Other Explain \_\_\_\_\_

Commission Order Number 593-2123  
Date Approve: 12/21/2023  
Signature [Signature]

RECEIVED

NOV 16 2023

BOONE COUNTY  
AUDITOR

BOONE COUNTY  
Request for Disposal/Transfer of County Property  
Complete, sign, and return to Auditor's Office

Date: 11/14/2023 Fixed Asset Tag Number: 16766  
Description of Asset: 19" LCD Monitor / L1950g  
Requested Means of Disposal: Recycle/Trash  
Other Information: SERIAL NUMBER: CNK84626Y2  
Condition of Asset:  
Reason for Disposition: ROUTINE REPLACEMENT  
Location of Asset and Desired Date for Removal To Storage: Boone County Courthouse / Floor: 1 / Room: Technology Services - IMMEDIATELY

Was Asset Purchased with Grant Funding? NO

DEPARTMENT: 1210-Circuit Court SIGNATURE:

*Cindy Sauter*

To be Completed by: AUDITOR

Original Acquisition Date

12-31-08

G/L Acct for Proceeds

1190-3836

Original Acquisition Amount

\$189-

(2)

Original Funding Source

2731

Account Group

1603

To be Completed by : COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method;

\_\_\_ Transfer

Department Name: \_\_\_\_\_ Number \_\_\_\_\_

Location within Department: \_\_\_\_\_

Individual: \_\_\_\_\_

\_\_\_ Trade

\_\_\_ Auction

\_\_\_ Sealed Bids

\_\_\_ Other

Explain \_\_\_\_\_

Commission Order Number

593-2023

Date Approve:

12/21/2023

Signature

*[Signature]*

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

December Session of the October Adjourned

Term. 20 23

In the County Commission of said county, on the 21st day of December 20 23

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

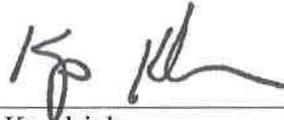
Now on this day, the County Commission of the County of Boone does hereby approve a Contract Amendment with David O Dunford for Radio Consulting Services for renewal of contract for fiscal year 2024.

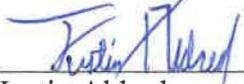
The terms of the agreement are set out in the attached contract amendment and the Presiding Commissioner is authorized to sign the same.

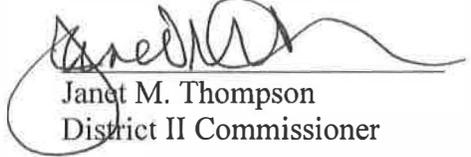
Done this 21st day of December 2023.

ATTEST:

  
Brianna L. Lennon  
Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner

  
Justin Aldred  
District I Commissioner

  
Janet M. Thompson  
District II Commissioner

# Boone County Purchasing

Melinda Bobbitt, CPPO  
Director of Purchasing



613 E. Ash St., Room 110  
Columbia, MO 65201  
Phone: (573) 886-4391  
Fax: (573) 886-4390

---

## MEMORANDUM

TO: Boone County Commission  
FROM: Melinda Bobbitt, CPPB, CPPO  
DATE: December 15, 2023  
RE: Amendment #9: C000306 (66/2010) – *Radio Consulting Services* with David O. Dunford

Contract C000306 (City of Columbia 66/2010) – *Radio Consulting Services* was approved by commission for award to David O. Dunford on August 26, 2014, commission order 402-2014.

This amendment renews the professional services contract for the period January 1, 2024 through December 31, 2024 for the following:

Professional Services at \$70.00/hour, not to exceed \$110,833.00 per contract period.

Reimbursable expenses not to exceed \$18,000 per contract period.

Invoices will be paid from department 2704 – Radio Network Operations, account 71101 – Professional Services. \$113,000 is budgeted for 2024. There is savings in Class 7 to cover the shortage.

cc: Gary German, Pat Schreiner, Blair Barber/ Joint Communications  
Contract File

Commission Order: 594-2023 Date: 12.21.2023

**CONTRACT AMENDMENT #9  
RADIO CONSULTING SERVICES**

The Contract Agreement **C000306 (66/2010)** dated August 26, 2014 made by and between Boone County, Missouri and **David O. Dunford** for and in consideration of the performance of the respective obligations of the parties set forth herein, is amended as follows:

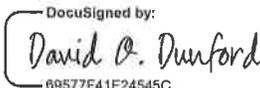
- 1. Renew contract for the period January 1, 2024 through December 31, 2024 for the following:

Professional Services @ \$70.00/hour, shall not exceed \$110,833.00 per contract period.  
Reimbursable Expenses shall not exceed \$18,000 per contract period.

- 2. Except as specifically amended hereunder, all other terms, conditions and provisions of the original agreement shall remain in full force and effect.

**IN WITNESS WHEREOF** the parties through their duly authorized representatives have executed this agreement on the day and year first above written.

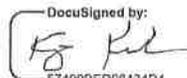
**DAVID O. DUNFORD**

By   
DocuSigned by:  
David O. Dunford  
09577F41F24545C...

Title Radio Consultant

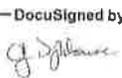
**BOONE COUNTY, MISSOURI**

By: Boone County Commission

  
DocuSigned by:  
Kip Kendrick  
57400BED00434D4...

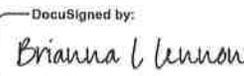
Kip Kendrick, Presiding Commissioner

APPROVED AS TO FORM:

  
DocuSigned by:  
CJ Dykhous  
7D71DEAEB9D74DD...

CJ Dykhous, County Counselor

ATTEST:

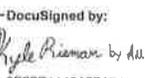
  
DocuSigned by:  
Brianna L. Lennon  
D267E242BF8946C...

Brianna L. Lennon, County Clerk

**AUDITOR CERTIFICATION**

In accordance with RSMo 50.660, I hereby certify that a sufficient unencumbered appropriation balance exists and is available to satisfy the obligation(s) arising from this contract. (Note: Certification of this contract is not required if the terms of this contract do not create a measurable county obligation at this time.)

2704-71101 / Professional Services not to exceed \$110,833/year,  
Reimbursable Expenses not to exceed \$18,000/year  
12/18/2023

  
DocuSigned by:  
Kyle Priesman, by Au  
8E8FE1148A274E1...

Signature \_\_\_\_\_ Date \_\_\_\_\_ Appropriation Account \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
07/11/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> HAAS & WILKERSON INC/PHS 37330012 The Hartford Business Service Center 3600 Wiseman Blvd San Antonio, TX 78251	<b>CONTACT NAME:</b> PHONE (866) 467-8730 FAX (A/C, No): (A/C, No, Ext):	
	<b>E-MAIL ADDRESS:</b> INSURER(S) AFFORDING COVERAGE NAIC#	
<b>INSURED</b> DAVID DUNFORD 8895 CEDAR CREEK RD DE SOTO KS 66018-9155	INSURER A : Hartford Casualty Insurance Company	29424
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

**COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> General Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:	X		37 SBA AM5386	04/01/2023	04/01/2024	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COM/OP AGG \$2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			37 SBA AM5386	04/01/2023	04/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED: RETENTION \$						EACH OCCURRENCE AGGREGATE
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE -EA EMPLOYEE E.L. DISEASE - POLICY LIMIT
A	EMPLOYMENT PRACTICES LIABILITY			37 SBA AM5386	04/01/2023	04/01/2024	Each Claim Limit \$5,000 Aggregate Limit \$5,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Those usual to the Insured's Operations. Certificate holder is an additional insured per the Business Liability Coverage Form SS0008 attached to this policy.

**CERTIFICATE HOLDER**

County of Boone  
 Attn: Purchasing Department  
 Boone County Purchasing, 613 East Ash St.  
 Columbia MO 65201

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Suan S. Castaneda*



# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

December Session of the October Adjourned

Term. 20 23

County of Boone

In the County Commission of said county, on the

21st

day of

December

20 23

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

Now on this day, the County Commission of the County of Boone does hereby approve the land use fees per the attachment proposed by the Resource Management Department. Fees will be effective January 1, 2024.

Done this 21st day of December 2023.

ATTEST:

Brianna L. Lennon  
Clerk of the County Commission

Kip Kendrick  
Presiding Commissioner

Justin Aldred  
District I Commissioner

Janet M. Thompson  
District II Commissioner

# Planning Land Use Fees

	<b>Proposed 1/1/2024</b>	<b>Current 1/1/2023</b>
Rezone*	\$385*	\$375.00
Conditional Use Permit*	\$245*	\$240.00
Board Of Adjustment*	\$185*	\$180.00
Preliminary Plat	\$185.00	\$180.00
Plat	\$245 + \$5/lot	\$240+45/lot
Administrative Survey	\$50.00	\$50.00
Mobile Home Park License	\$35.00	\$35.00
Review Plan-Planned Development	\$300.00	\$295.00
Final Plan-Planned Development	\$100.00	\$100.00
Resubmittal Fee-3rd time without addressing pervious	\$100.00	\$100.00
*Applicants also pay for postage and advertising if required.		

# Planning Land Use Fees

	Effective 1/1/2024
Rezone*	\$385*
Conditional Use Permit*	\$245*
Board Of Adjustment*	\$185*
Preliminary Plat	\$185.00
Plat	\$245 + \$5/lot
Administrative Survey	\$50.00
Mobile Home Park License	\$35.00
Review Plan-Planned Development	\$300.00
Final Plan-Planned Development	\$100.00
Resubmittal Fee-3rd time without addressing pervious	\$100.00
*Applicants also pay for postage and advertising if required.	

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

December Session of the October Adjourned

Term. 20 23

County of Boone

In the County Commission of said county, on the

21st

day of December

20 23

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

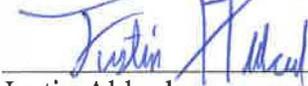
Now on this day, the County Commission of the County of Boone does hereby approve the on-site wastewater permit fees per the attachment proposed by the Resource Management Department. Fees will be effective January 1, 2024.

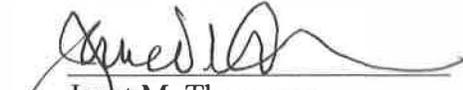
Done this 21st day of December 2023.

ATTEST:

  
Brianna L. Lennon  
Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner

  
Justin Aldred  
District I Commissioner

  
Janet M. Thompson  
District II Commissioner

# On-Site Waste Water Permit Fees

	Effective 1/1/2024
Construction on existing system	\$480.00
Construction of new system	\$480.00
Evaluation of existing system	\$35.00

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

December Session of the October Adjourned

Term. 20 23

County of Boone

In the County Commission of said county, on the

21st

day of December

20 23

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

Now on this day, the County Commission of the County of Boone does hereby accept the attached 2024 - 2025 Assessment Maintenance Plan submitted by the County Assessor, and it is further ordered that the Boone County Commissioners are hereby authorized to sign said 2024 - 2025 Assessment Maintenance Plan.

Done this 21st day of December 2023.

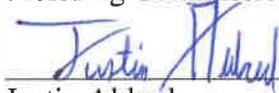
ATTEST:



Brianna L. Lennon  
Clerk of the County Commission



Kip Kendrick  
Presiding Commissioner



Justin Aldred  
District I Commissioner



Janet M. Thompson  
District II Commissioner

# **2024-2025 Assessment Maintenance Plan**

## **Boone County**

**January 1, 2024 Through December 31, 2025**

- I. MISSION STATEMENT AND APPROVAL
- II. FUNCTIONS AND RESPONSIBILITIES
- III. CHARTS AND REPORTS
- IV. FORMS TO BE UTILIZED
- V. PLAN BUDGET

## INTRODUCTORY NARRATIVE

The objective of the Assessment Maintenance Plan is to outline how the assessor is going to maintain both the real and personal property assessments, making the best use of the resources available.

In 1986, the general assembly passed legislation which provided for the continued maintenance of the just completed statewide reassessment. Key provisions included:

- A two year assessment cycle
- Requirement of an Assessment Maintenance Plan
- State funding of the assessment maintenance program.

The assessor is required to annually assess all personal property and to annually assess all real property in the following manner: New assessed values shall be determined as of January first of each odd numbered year and shall be entered in the assessor's books; those same assessed values shall apply in the following even numbered year, except for new construction and property improvements which shall be valued as though they had been completed as of January first of the preceding odd numbered year. Thus the two year assessment cycle was created.

The Boone County Assessor and State Tax Commission shall strive to assess all property in a fair and uniform manner; shall strive to discover, list, and assess all taxable property within the county; shall faithfully and impartially execute this assessment maintenance plan; shall develop assessments based on current market value as of the date of appraisal; shall promptly and efficiently respond to questions, complaints, and needs of taxpayers and assessment officers; and shall uphold the constitution and statutes of the State of Missouri.

Our goal is to provide outstanding service in the most cost efficient manner possible, while fulfilling the legal responsibilities of the Office of Assessor.

# **Mission Statement**

The Boone County Assessor and State Tax Commission shall strive to assess all property in a fair and uniform manner; shall strive to discover, list, and assess all taxable property within the county; shall faithfully and impartially execute this assessment maintenance plan, shall develop assessments based on current market value as of the date of appraisal; shall promptly and efficiently respond to questions, complaints, and needs of taxpayers and assessment officers; and shall uphold the constitution and statues of the State of Missouri.

## **2024-2025 Assessment Maintenance Plan**

I, Kenneth M. Mohr, the duly elected Boone County Assessor, submit the following assessment maintenance plan for the 2024-2025 assessment maintenance cycle. This plan contains the framework and all of the necessary elements to allow me to carry out my official duties as required by the constitution and laws of the State of Missouri.

# 2024-2025 Assessment Maintenance Plan Agreement and Approval

The parties to this plan, the County Assessor, the County Commission, and the State Tax Commission, agree to its specific terms as well as these general obligations:

The Assessor will assess all taxable property in the county uniformly and at the statutorily required percentage of market value for the respective property. The actions of the assessor and staff will comply with the requirements found in Article X, Section 3 of the state constitution, Chapters 53, 137, 138 and any other pertinent chapter of the Revised Statues of Missouri.

The County will provide office facilities and the budgetary support, as set out in this agreement, to allow the Assessor and staff to carry out the terms of this agreement and the duties of the Assessors Office.

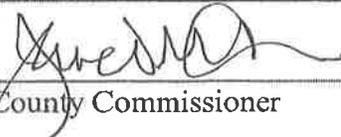
The State Tax Commission will provide technical assistance, including regular visits by the field representative, educational training, guidelines and other resources to aid the assessor in the execution of this plan. Further, in consideration for the Assessor supplying assessment services in compliance with the terms and obligations of this plan, the state will provide cost-share reimbursement funds to the extent specified in 137.750, RSMo.

It is hereby affirmed by the County, that an Assessment Fund has been established, and that the general revenue funds required of this plan will be deposited into the Assessment Fund.

The undersigned approve and submit this plan.

Boone County, Missouri

State Tax Commission of Missouri

	12/18/23		
County Assessor	Date	STC Chairman	Date
	12/21/23		
Presiding Commissioner	Date	STC Commissioner	Date
	12/21/23		
County Commissioner	Date	STC Commissioner	Date
	12/21/2023		
County Commissioner	Date		

# Definitions

As used in this agreement the following words shall have this meaning attributed to them in this subsection:

1. The word "County" means Boone County, Missouri.
2. The word "Commission" means the State Tax Commission of Missouri.
3. The words "Market Value" mean the most probable price in terms of money which a property will bring if exposed for sale on the open market for a reasonable length of time, providing there is a knowledgeable buyer and seller both aware of the uses to which a property is adapted and for which it is capable of being used. Used synonymously with True Value in Money.
4. For land used for agricultural purposes, the words "Market Value" or "True Value in Money" shall mean the value the land has for agricultural and horticultural use, which is based upon the land's productive capability as set out in Section 137.017 - 137.021.
5. The words "Project", "Plan", or "Agreement" shall mean the assessment maintenance plan.
6. The word "Ownership Maps or Mapping" means all ownership maps and related records which are prepared or compiled by the County under the guidelines of the original mapping contract or a more current mapping/GIS project.
7. The words "Replacement Cost New (RCN)" means the cost, including material, labor, and overhead, that would be incurred in constructing an improvement having the same utility to its owner as the improvement in question, without necessarily reproducing exactly any particular characteristic of the property.
8. The word "Depreciation" means the loss in value of an object, relative to its replacement cost new, whether the loss of value is caused by physical deterioration, economic obsolescence or functional obsolescence.
9. The words "Physical Deterioration" mean the loss of value caused by wear and tear.
10. The words "Economic Obsolescence" mean the loss in value of a property (relative to the cost of replacing it with a property of equal utility) that stems from factors external to the property.
11. The words "Functional Obsolescence" mean the loss in value of a property resulting from changes in tastes, preferences, technical innovations, or market standards.
12. The words "Submitting to Commission" for reports or PRC cards means mailing paper copies or emailing digital PDF or TIF files to [localassistance@stc.mo.gov](mailto:localassistance@stc.mo.gov).
13. The words "Index Study" are synonymous with "Manual Level Study."

**Real Property****FUNCTIONS AND RESPONSIBILITIES**

<b>Responsibility</b>	<b>Job Title and Comments</b>
1. Public information and public relations - on going.	Assessor and/or Staff
2. Update all property transfers on the mylars/digitized maps, property record cards, work index cards, final alpha cards and/or other related forms. Complete on a quarterly or monthly basis. Ownership data will be maintained to within <u> 3 </u> months.	Assessor and/or Staff
3. Sales information. Obtain, verify and log sales information from all sale letters. Copy corresponding PRC and file with the returned sale letter. Other sources may include certificates of value, real estate agents, appraisers, banks and savings & loans, etc. All sale information will be available for review and use by the Commission.	Assessor and/or Staff
4. Building Costs. Obtain and verify current building costs. The new construction log will be utilized to identify and locate new construction samples.	Assessor and/or Staff
5. Conduct sale analysis of all available sales. Studies will be conducted to determine the base rates for building costs, land values, and rates of depreciation-both physical and obsolescence.	Assessor and/or Staff
A) Building Cost Index for 2025. An index study/manual level study will be completed and submitted by <u> 8 - 30 - 2024 </u> to the Commission for their review and approval. The study will include PRC copies of all index samples.	Assessor and/or Staff
B) Depreciation studies will be completed and submitted to the Commission by <u> 8 - 30 - 2024 </u> for review and comment. In addition, studies will be conducted by neighborhood or other strata to identify obsolescence.	Assessor and/or Staff

**Real Property**

**FUNCTIONS AND RESPONSIBILITIES**

Responsibility	Job Title and Comments
C) Land value studies will be conducted by neighborhood and land rates will be established which when properly applied result in a fair and reasonable land value for parcels assessed at market value. These studies will be submitted to the Commission for review and comment by 8 - 30 - 2024 .	Assessor and/or Staff
6. Complete interim untrended index study or preliminary manual level study, based on additional average quality, new construction, to be completed and submitted to the Commission by October 1, 2025.	Assessor and/or Staff
7. <u>Sale Ratio Reports</u> to be submitted to the Sate Tax Commission: Will be conducted by neighborhood or other strata. The object being to determine the relative level of assessment between the county's appraised value and the sale price of the sold property. Complete on a <b>quarterly</b> basis and generate summary by neighborhood or strata, listing the number of sales, the low, high, mean, median and weighted mean ratios, C.O.D., P.R.D. and the time-frame of the sales used within the study. Reports are to be sent to the State Tax Commission by March 31st, June 30th, September 30th, December 31st of each year	Assessor and/or Staff
8. Recalculate all proposed 2025 land values and improvement costs, up to replacement cost new prior to conducting field review, to be completed by 8 / 30 / 2024 .	Assessor and/or Staff
<p align="center"><b>If your county's 2021 Residential and/or Commercial Ratio Study were out of compliance and having a median ratio below 89.99%, a more detailed narrative shall be attached to this 2024-2025 plan detailing specific action(s) in steps 9A – 9H to bring the county in compliance.</b></p>	
9. Conduct final field review.	Assessor and/or Staff
A) Inspect recently sold properties to establish bench marks. Update neighborhood sales analysis. Based on the updated neighborhood sales analysis, corrective actions will be outlined and implemented to ensure final 2025 values will reflect local market conditions. This would include adjusting index level/manual adjustment level, neighborhood factors, special units, condition adjustments, site improvement values, etc.	Assessor and/or Staff

## Real Property

### FUNCTIONS AND RESPONSIBILITIES

<b>Responsibility</b>	<b>Job Title and Comments</b>
B) Review, data collect, and photograph all new improvements and additions.	Assessor and/or Staff
C) Review changes resulting from mapping splits or combinations.	Assessor and/or Staff
D) Verify accuracy of all physical data, quality grades of improvements, subclassification of land and improvements. Property records will be updated to reflect changes or to correct errors. Take new photographs if none exists, or the improvement's condition has substantially changed.	Assessor and/or Staff
E) Review land value and apply adjustments as needed.	Assessor and/or Staff
F) Assign depreciation to improvements. Depreciation will be assigned to reflect the physical condition and obsolescence applied (whether economic or functional) as needed, to ensure the final value reflects current local market conditions. Notes will be listed on the PRC to explain any adjustments.	Assessor and/or Staff
G) Adjust agricultural land grades where required, changing the agricultural maps and property record cards accordingly.	Assessor and/or Staff
H) Update review date on property record card.	Assessor and/or Staff
10. Complete final calculations following field review, data entry, and finalize your estimate of market value.	Assessor and/or Staff
11. Income. Obtain and verify income and expense information for commercial property. Review records for 2022, 2023, 2024.	Assessor and/or Staff
12. Develop appropriate capitalization rates for income producing properties and calculate their values by the income approach.	Assessor and/or Staff
13. Prepare notices to taxpayers for increases in value, by June 15th annually.	Assessor and/or Staff

## Real Property

### FUNCTIONS AND RESPONSIBILITIES

<b>Responsibility</b>	<b>Job Title and Comments</b>
14. Conduct informal meetings with taxpayers, completed by <u>July 1st</u> annually.	Assessor and/or Staff
15. Prepare for and defend values at board of equalization annually.	Assessor and/or Staff
16. Complete the real property assessment roll by July 1st annually.	Assessor and/or Staff
17. Submit electronic copy of assessment roll to the Commission for parcel count by August 1st annually.	Assessor and/or Staff
18. Submit electronic file of appraisal/building data to Commission for ratio study by August 1st of odd numbered years.	Assessor and/or Staff
19. Provide electronic file of previous two years sales to Commission for ratio study April 15th of even numbered year.	Assessor and/or Staff
20. If the county is under a Memorandum of Understanding or an Equalization Order by the State Tax Commission, the memorandum and/or order shall be part of the Boone County Maintenance Plan. The document can be added to the plan in the Additional Pages tab.	Assessor
21. Submit completed electronic file of Yearly Totals for Mapping Transactions, Sales Letters, Livestock Values, Informal Hearings and BOE totals, and Personal Property Totals to the State Tax Commission for January - July by September 1st and August - December by April 15th annually.	Assessor and/or Staff

## Personal Property

### FUNCTIONS AND RESPONSIBILITIES

	<b>Responsibility</b>	<b>Job Title and Comments</b>
1.	Submit County Personal Property and Business Personal Property Assessment List for the following year to the State Tax Commission by November 20th annually for approval.	Assessor and/or Staff
2.	Mail State Tax Commission approved personal property assessment forms by February 1st annually.	Assessor and/or Staff
3.	Process railroad and utility returns for appraisal of locally assessed property by April 20th annually.	Assessor and/or Staff
4.	Process State Tax Commission approved personal property assessment forms	Assessor and/or Staff
5.	Prepare second notice to taxpayers whose assessment list has not been received April 1st annually. Track and log late lists, penalties, and waivers.	Assessor and/or Staff
6.	Complete the personal property assessment roll by July 1st annually.	Assessor and/or Staff
<b>Additional Comments:</b>		

### Charts and Reports

The following charts and reports have been recommended by the State Tax Commission. We intend to prepare and incorporate into the plan the selected charts and reports by the date shown.

	<b>Date Available</b>
A. Parcel Count. All parcels, both taxable and exempt, including manufactured homes on leased land, REC's, CATV's, and other unmapped parcels where applicable.	Assessment Roll is to be submitted to the State Tax Commission by August 1st annually
B. Proposed budget through December 31, 2025	To be submitted upon being approved or no later than February 28, 2025
C. Phase charts through December 31, 2025	December 31, 2023
D. Personnel Estimation Chart through December 31, 2025	December 31, 2023
E. Employment Schedule through December 31, 2025	December 31, 2023
F. Organization Chart to show overall responsibility and accountability.	December 31, 2023
G. Duties and responsibilities itemized for each personnel position.	December 31, 2023
H. A narrative description of all major phases, including standard procedures and assignments of responsibility.	December 31, 2023
I. Abated property report. To be submitted by November 1, 2025	November 1, 2025
J. Annual Computer Inventory. A summary of disk usage by system users, and anticipated maintenance costs expected for the year. To be submitted by March 31st annually.	March 31st Annually
It is recommended a training outline for all personnel and a detailed field manual for data collectors be maintained in the assessor's office.	
<b>Additional Comments</b>	

**FORMS TO BE UTILIZED**

The following forms have been recommended by the State Tax Commission. Boone County intends to incorporate the following forms into the plan. The forms are available for the State Tax Commission's review upon request.

		<b>Date Available</b>
A.	Sales Questionnaire/Letter for mailing.	December 31, 2023
B.	Income and Expense Forms	December 31, 2023
C.	Assessment Change Notice	December 31, 2023
D.	Infomal Hearing Forms	December 31, 2023
E.	Board of Equalization Forms	December 31, 2023
F.	Split Tax Statement Forms	December 31, 2023
G.	Statistical Analysis Forms/Reports	December 31, 2023
H.	Data Verification Forms/Letters for New Construction	December 31, 2023
I.	New Construction Log	December 31, 2023
J.	Project Control Log to track different phases by map sheet	December 31, 2023
K.	Map Count Log to track parcel counts by Map Sheet	December 31, 2023
L.	Real Estate and Personal Property Assessment Roll	December 31, 2023
M.	Individual and Business Personal Property Lists	December 31, 2023
N.	Second Notice for Non-Returned Assessment Lists	December 31, 2023
<b>COUNTY MAY LIST ADDITIONAL FORMS UTILIZED (OPTIONAL)</b>		
O.		
P.		
Q.		
R.		
S.		
T.		
U.		
V.		
W.		
X.		
Y.		
Z.		

## Definitions and Instructions - Page 12 - Page 15

1. The Phase Charts on Page 12 and Page 14 break down the monthly work schedule for each item to be completed by the assessor office. Page 12 is for the even year. Page 14 is for the odd year.
2. Page 13 and Page 15 provides the number of employees estimated to complete each project per month and the average number of employees in the assessor's office.
3. There are 52 weeks in a calendar year. The Phase Chart is based on 48 weeks, allowing 4 weeks of vacation, medical leave, and holidays.
4. Administration - Is the list of the assessor's office work.
5. Number of Parcels - An estimation of the amount of parcels estimated for the tasks.
6. Standard Level of Production - Number of items that can be done by one worker in one day. This is a required field to be complete for the following phases: Change Notices, Public Traffic, Processing Transfers, Map/GiS, Sales Letters, Sales Data Entry, New System Data Entry RP (if applicable), New Const Field Review, New Const Data Entry/Cal, New Const Office Review, Preliminary Calculations, Final Field Review, Final Data Entry/Cal., Final Office Review, PP Prepare/Mail, PP 2nd Notices, Process PP Lists, PP Data Entry, Informal Hearings, BOE Hearings.
7. RP is the abbreviation for Real Property.
8. PP is the abbreviation for Personal Property.
9. Const is the abbreviation for Construction.
10. Cal. is the abbreviation for Calculation.
11. Each box represents 1 week or 5 working days.
12. Enter x or X in each box for the week the work will be completed.
13. Upon entering the Number of Parcels, the Standard Level of Production, and x or X, the form will auto calculate and auto populate the corresponding week box for the work task on Page 13 and Page 15 respectively.

**Phase Chart 2024**

Administration	Number of Parcels per Tasks	Standard Level of Production per Day	January	February	March	April	May	June	July	August	September	October	November	December
Plan & Budget														
Change Notices	3,600	5,000					x							
Assmt Roll														
Email Assmt Roll to STC														
Abated Prop														
Computer Inv														
Public Traffic	21,564	30	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
Processing Transfers	10,160	35	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
Map/GIS Updates	1,600	10	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
Sales Letters														
Sales Data Entry	1,960	20	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
Sales Field Reviews														
Sales to STC Res Ratio														
Sales Ratios														
Index/Man Lvl														
Land Analysis														
Building/Deprec Study														
New System Data Entry RP														
New Const Field Review	3,225	4	x x x x	x x x x	x x x x	x x x x				x x x x	x x x x	x x x x	x x x x	x x x x
New Const Data Entry/Cal.	1,725	80	x x x x	x x x x	x x x x	x x x x				x x x x	x x x x	x x x x	x x x x	x x x x
New Const Office Review	1,725	15	x x x x	x x x x	x x x x	x x x x				x x x x	x x x x	x x x x	x x x x	x x x x
Preliminary Calculations	42	1	x x x x	x x x x	x x x x									
Final Field Review	15,000	20	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
Final Data Entry/Cal.	4,600	140	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
Final Office Review	460	20												
Clerical	120	1	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
PP Prepare/Mail	72,000	10,000	x				x							
PP 2nd Notices														
Process PP Lists	79,000	48	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
PP Data Entry														
Informal Hearings	300	8					x x x x	x x x x	x x x x					
BOE Hearings	120	1							x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
STC Hearings														
Administrative	240	1	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x

**Phase Chart 2024**

Administration	January	February	March	April	May	June	July	August	September	October	November	December
Change Notices					0.14							
Public Traffic	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Processing Transfers	1.21	1.21	1.21	1.21	1.21	1.21	1.21	1.21	1.21	1.21	1.21	1.21
Map/GIS Updates	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67
Sales Letters												
Sales Data Entry	0.41	0.41	0.41	0.41	0.41	0.41	0.41	0.41	0.41	0.41	0.41	0.41
New System Data Entry RP												
New Const Field Rev	4.48	4.48	4.48	4.48				4.48	4.48	4.48	4.48	4.48
New Const Data Entry/Cal.	0.12	0.12	0.12	0.12				0.12	0.12	0.12	0.12	0.12
New Const Office Review	0.64	0.64	0.64	0.64				0.64	0.64	0.64	0.64	0.64
Preliminary Calculations	0.70	0.70	0.70									
Final Field Review	3.13	3.13	3.13	3.13	3.13	3.13	3.13	3.13	3.13	3.13	3.13	3.13
Final Data Entry/Cal.	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14
Final Office Review												
Clerical	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
PP Prepare/Mail	0.72				0.72							
PP 2nd Notices												
PP Process Lists	6.86	6.86	6.86	6.86	6.86	6.86	6.86	6.86	6.86	6.86	6.86	6.86
PP Data Entry												
Informal Hearings					0.63	0.63	0.63					
BOE Hearings							1.00	1.00	1.00	1.00	1.00	
Administrative	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
<b>Total</b>	<b>23.58</b>	<b>22.86</b>	<b>22.86</b>	<b>22.16</b>	<b>18.41</b>	<b>17.55</b>	<b>18.55</b>	<b>23.16</b>	<b>23.16</b>	<b>23.16</b>	<b>23.16</b>	<b>22.16</b>

Average Number of Employees: 21.73

Phase Chart 2025

Administration	Number of Parcels per Tasks	Standard Level of Production per Day	January	February	March	April	May	June	July	August	September	October	November	December
Plan & Budget														
Change Notices	4,000	5,000					x							
Assmt Roll														
Email Assmt Roll to STC														
Abated Prop														
Computer Inv														
Public Traffic	21,564	30	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
Processing Transfers	10,213	35	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
Map/GIS Updates	1,650	10	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
Sales Letters														
Sales Data Entry	2,020	20	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
Sales Field Reviews														
Sales to STC Res Ratio														
Sales Ratios														
Index/Man Lvl														
Land Analysis														
Building/Deprec Study														
New System Data Entry RP														
New Const Field Review	3,360	4	x x x x	x x x x	x x x x	x x x x				x x x x	x x x x	x x x x	x x x x	x x x x
New Const Data Entry/Cal.	1,800	80	x x x x	x x x x	x x x x	x x x x				x x x x	x x x x	x x x x	x x x x	x x x x
New Const Office Review	1,800	15	x x x x	x x x x	x x x x	x x x x				x x x x	x x x x	x x x x	x x x x	x x x x
Preliminary Calculations	42	1	x x x x	x x x x	x x x x									
Final Field Review	15,000	20	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
Final Data Entry/Cal.	5,000	140	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
Final Office Review	500	20												
Clerical	120	1	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
PP Prepare/Mail	73,000	10,000	x											
PP 2nd Notices														
Process PP Lists	80,000	48	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
PP Data Entry														
Informal Hearings	600	8					x x x x	x x x x	x x x x					
BOE Hearings	120	1							x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
STC Hearings														
Administrative	240	1	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x

**Phase Chart 2025**

Administration	January	February	March	April	May	June	July	August	September	October	November	December
Change Notices					0.16							
Public Traffic	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Processing Transfers	1.22	1.22	1.22	1.22	1.22	1.22	1.22	1.22	1.22	1.22	1.22	1.22
Map/GIS Updates	0.69	0.69	0.69	0.69	0.69	0.69	0.69	0.69	0.69	0.69	0.69	0.69
Sales Letters												
Sales Data Entry	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42
New System Data Entry RP												
New Const Field Rev	4.67	4.67	4.67	4.67				4.67	4.67	4.67	4.67	4.67
New Const Data Entry/Cal.	0.13	0.13	0.13	0.13				0.13	0.13	0.13	0.13	0.13
New Const Office Review	0.67	0.67	0.67	0.67				0.67	0.67	0.67	0.67	0.67
Preliminary Calculations	0.70	0.70	0.70									
Final Field Review	3.13	3.13	3.13	3.13	3.13	3.13	3.13	3.13	3.13	3.13	3.13	3.13
Final Data Entry/Cal.	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15
Final Office Review												
Clerical	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
PP Prepare/Mail	0.73				0.73							
PP 2nd Notices												
PP Process Lists	6.94	6.94	6.94	6.94	6.94	6.94	6.94	6.94	6.94	6.94	6.94	6.94
PP Data Entry												
Informal Hearings					1.25	1.25	1.25					
BOE Hearings							1.00	1.00	1.00	1.00	1.00	
Administrative	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
<b>Total</b>	<b>23.95</b>	<b>23.22</b>	<b>23.22</b>	<b>22.52</b>	<b>19.19</b>	<b>18.30</b>	<b>19.30</b>	<b>23.52</b>	<b>23.52</b>	<b>23.52</b>	<b>23.52</b>	<b>22.52</b>

Average Number of Employees: 22.19

### Employee Schedule

# of Emp	Job Description	2024												2025											
		January	February	March	April	May	June	July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December
1	Assessor	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
1	Deputy	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
1	Chief Appraiser	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
2	Residential Appraiser	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
2	Commercial Appraiser	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
2	Real Estate Apprentice	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
1	CAMA Manager	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
	Real Estate Clerk																								
	Part Time Real Estate Clerk																								
1	Lead Personal Property Clerk	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
4	Personal Property Clerk	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
1	Part Time Personal Property Clerk	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
2	Cartographer	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
18	Total Number of Employees																								

## Budget Summary

Report amounts to nearest \$1.00 increment

Expenditure Summary	Approved 2023	Requested 2024	Projected 2025
Salaries	\$1,290,386	\$1,362,024	<b>To be submitted upon being approved by county or no later than February 28, 2025</b>
Office Expenses and Non-Computer Related Equipment	\$489,579	\$435,745	
Mileage Expense Only			
Education and Training	\$26,175	\$26,175	
Hardware/Software Computer			
Leased Equipment			
Contracts and Other Expenses	\$434,611	\$286,196	
<b>Total</b>	<b>\$2,240,751</b>	<b>\$2,110,140</b>	

Sources of Revenue Available:	Approved 2023	Requested 2024	
County General Revenue			
Tax Collection Withholding	\$1,408,000	\$1,450,000	
State Reimbursement	\$238,920	\$243,926	
Other	\$16,925	\$23,050	
Prior Year Net Cash Available December 31			
<b>Total</b>	<b>\$1,663,845</b>	<b>\$1,716,976</b>	

Current Parcel Count	72,300	72,294	
Cost Per Parcel	\$30.99	\$29.19	

**Parcel Count**

(As of 1/1/2023)

**73,928**

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

December Session of the October Adjourned

Term. 20 23

County of Boone

In the County Commission of said county, on the

21st

day of

December

20

23

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

Now on this day, the County Commission of the County of Boone does hereby appoint the following:

David Bennett	Regional Sewer District	New Appointment	5 Year Term	January 1, 2024, through January 1, 2029
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Done this 21st day of December 2023.

ATTEST:

  
 Brianna L. Lennon  
 Clerk of the County Commission

  
 Kip Kendrick  
 Presiding Commissioner

  
 Justin Aldred  
 District I Commissioner

  
 Janet M. Thompson  
 District II Commissioner



# Boone County Commission

## BOONE COUNTY BOARD OR COMMISSION APPLICATION FORM

Board or Commission: Regional Sewer District Term: 5 yrs

Current Township: City of Columbia - Ward 2 Today's Date: 11/17/2023

Name: David Bennett

Home Address: 1914 Longstreet Drive  
Columbia 65202

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Business Address: N/A - Retired

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: 573-268-1074 Work Phone: N/A - Retired

Fax: \_\_\_\_\_ E-mail: bdave1015@gmail.com

Qualifications: Received Bachelor of Science Degree in Civil Engineering (Environmental Emphasis) from the University of Missouri in 1980.

Worked for Engineering Surveys and Services in Columbia, MO from February of 1978 through December of 2017. Worked there part time for 2 years during College. Started working there full time as an Environmental Engineer after graduating from MU. I became a Licensed Professional Engineer in 1985 and was promoted to Vice President of Engineering. In 1987, I became one of three Owners of the Company. I became President of the Company the last 2 years of my tenure, prior to my retirement at the end 2017.

My design experience includes Site Planning and Development for all types and sizes of residential, commercial and institutional facilities. In addition, a large part of my experience was gained through the design of wastewater and water distribution systems, as well as design of private and commercial wastewater treatment systems.

I was also responsible for the Environmental Testing Laboratory that was part of the services offered by Engineering Surveys & Services. The Clients who used our laboratory services came from private, commercial, institutional, industrial and municipal sources and a large portion of our testing was done to allow our laboratory Clients to monitor their regulatory compliance with State (NPDES) and Federal discharge permit requirements.

Past Community Service:

9 years as a member of the City of Columbia Building Construction Codes Commission

6 years as a member of the Boone County Onsite Wastewater Review Board (served as Chairman of that Board for my last two years)

References: Timothy Reed - Former Partner (573-808-0591)

Ross Kasmann - President of Engineering Surveys & Services (573-449-2646)

Ben Ross - Vice President of Engineering at Engineering Surveys & Services (573-449-2646)

Karen Miller - Former Boone County Commissioner

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John Glascock - Former City of Columbia Public Works Director and City Manager

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I have no objections to the information in this application being made public. To the best of my knowledge at this time I can serve a full term if appointed. I do hereby certify that the above information is true and accurate.



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Applicant Signature

Return Application To: Boone County Commission Office  
Boone County Government Center  
801 East Walnut, Room 333  
Columbia, MO 65201  
Fax: 573-886-4311

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