



TARA S. GREEN, CLAY COUNTY CLERK OF COURT AND COMPTROLLER

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FROM: Jamey Wilkes, Ops Manager

DATE: 12/14/22

TO: Howard Wanamaker, Clay County Manager

VIA: Clay County Comptroller's Office

SUBJECT: County Surplus Property

REFERENCE: (A) Chapter 274, Florida Statute
(B) Rule Chapter 69I-73 of the Florida Administrative Code

All County property that is to be junked, destroyed, or stored will be referred to the Comptroller's Office. In accordance with references (A) and (B), these items shall remain part of the Department's inventory until approved by the Board of County Commissioners for final disposition.

In accordance with the paragraph above, I hereby submit the following:

- (1) () Through inter-departmental transfer, this Department assumes custody of the property listed below.
- (2) (XX) The County property listed below is to be junked and/or destroyed, and removed from the Board's inventory.
- (3) () The County property listed below has some cash value and it is requested that it be stored as surplus property subject to transfer or public auction.
- (4) () The County IT equipment listed below has served its useful life and will be sent to recycling. Board policy on disposal of surplus computers has been followed if applicable.

ASSET ID#	DESCRIPTION	SERIAL NO.	COST	CONDITION	DOP
4576	Ice Machine – Manitowoc	30162581	\$1623.00	Broken	4/10/03

NOTES: 20 years old, non-functioning



Department Head/Custodian (Transfer From)
Board of County Commissioners



Inventory Control Accountant
Comptroller's Office

Department Head/Custodian (Transfer To If Applicable)
Board of County Commissioners



Finance Officer/Director
Comptroller's Office