



County of El Dorado
OFFICE OF AUDITOR-CONTROLLER

JOE HARN, CPA
Auditor-Controller

360 FAIR LANE
PLACERVILLE, CALIFORNIA 95667-4193
Phone: (530) 621-5487 Fax: (530) 295-2535

BOB TOSCANO
Assistant Auditor-Controller

February 22, 2008

Board of Supervisors
330 Fair Lane
Placerville, California 95667

Subject: Authorization to Remove Items from the Fixed Asset Records

Agenda Date: March 11, 2008

Dear Board Members:

Recommendation

The Auditor-Controller recommends that the Board of Supervisors authorize the Auditor-Controller to remove the fixed assets listed on the attached schedules from the County's fixed asset records.

Reason for Recommendation

Schedule A lists assets that were missing when the departments performed the June 30, 2007 required physical inventory. Schedule B lists assets that the departments reported to us that were disposed of without the correct paperwork and/or before Board of Supervisors' authorization.

The recommendation will allow the Auditor-Controller to remove fixed assets with an acquisition cost of \$46,160.64 and having a net book value of \$1,464.15 from the County's property records.

Fiscal Impact -There is no fiscal impact.

Action to be Taken Following Approval

The Auditor Controller will remove the fixed assets listed on the attached Schedules A and B from the County's property records.

Sincerely,

Joe Harn
Auditor-Controller