



County of El Dorado

OFFICE OF AUDITOR-CONTROLLER

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JOE HARN, CPA
Auditor-Controller

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Assistant Auditor-Controller

REVISED

May 20, 2019

Board of Supervisors
330 Fair Lane
Placerville, California 95667

Subject: Authorization to Remove Items from the Fixed Asset Records

Agenda Date: May 21, 2019

Dear Board Members:

Recommendation

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

Reason for Recommendation

Departments are required to complete their annual physical inventory by November 30th. The attached schedules lists items that were identified as missing or that were disposed of without prior Board authorization as a result of that inventory process for the year ended June 30, 2018.

The recommendation will allow the Auditor-Controller to remove fixed assets having an acquisition cost of \$13,248 that were fully depreciated and minor equipment having an acquisition cost of \$24,916 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 Schedule A and the minor equipment listed on Schedule B from the County's property records.

Sincerely,

A handwritten signature in blue ink that reads "Joe Harn".

Joe Harn
Auditor-Controller