



# County of El Dorado

OFFICE OF AUDITOR-CONTROLLER

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Auditor-Controller

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May 13, 2020

Board of Supervisors  
330 Fair Lane  
Placerville, California 95667

**Subject: Authorization to Remove Items from the Fixed Asset Records**

**Agenda Date: June 30, 2020**

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 30<sup>th</sup>. 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, 2019.

The recommendation will allow the Auditor-Controller to remove fixed assets having an acquisition cost of \$182,347 and minor equipment having an acquisition cost of \$35,709 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,

Joe Harn  
Auditor-Controller