



**County of El Dorado**  
OFFICE OF AUDITOR-CONTROLLER

JOE HARN, CPA  
Auditor-Controller

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Assistant Auditor-Controller

March 29, 2021

Board of Supervisors  
330 Fair Lane  
Placerville, California 95667

Subject: Authorization to Remove Items from the Fixed Asset Records

Agenda Date: April 20, 2021

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, 2020.

The recommendation will allow the Auditor-Controller to remove fixed assets having an acquisition cost of \$205,931 and minor equipment having an acquisition cost of \$35,911 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, appearing to read "Joe Harn".

Joe Harn  
Auditor-Controller