

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date 7/22/2008

☒ Consent ☐ Regular  
☐ Ordinance ☐ Public Hearing

Department:

Submitted By: Palm Beach County Criminal Justice Commission

Submitted For: Palm Beach County Criminal Justice Commission

I. EXECUTIVE BRIEF

**Motion and Title:** Staff recommends motion to approve: The transfer of the following assets to the Palm Beach County Sheriff's Office (PBSO) – Assets Nos. 10151608, 10151641, 19151647 & 10151669. All four assets are 2003 Dell Optiplex desktop computers.


**Summary:** The Westgate Community Justice Service Center (W/CJSC), located at 4215 Cherry Road, has become an entity of the PBSO, which is now responsible for its staff, building maintenance, and administration. The above assets were transferred originally to the Criminal Justice Commission (CJC) by the State Attorney's Office in 2006, and subsequently placed at W/CJSC by the CJC for use by clients in job searches. At the time of this placement, the W/CJSC was part of the CJC. The CJC now wishes to transfer these assets to PBSO for re-use, rather than disposing of or reclaiming them. Countywide (DW)

**Background and Justification:** W/CJSC is no longer a part of the CJC, and the four assets (personal computers) which are listed above are no longer needed by the CJC. Since the computers are physically in the W/CJSC building, and are of no use to the CJC, the CJC recommends their transfer to PBSO.

**Attachments:**

1. Fixed Assets Transfer Notification

Recommended by:

  
Department Director

7/10/08

Date

Approved By:

  
Assistant County Administrator

7-16-08

Date

## II. FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact:

Fiscal Years	2008	2009	20010	20011	20012
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	=====	=====	=====	=====	=====
# ADDITIONAL FTE POSITIONS (Cumulative)	- 0 -	_____	_____	_____	_____

Is Item Included In Current Budget? Yes \_\_\_\_\_ No \_\_\_\_\_

Budget Account No.: Fund \_\_\_\_\_ Dept. \_\_\_\_\_ Unit \_\_\_\_\_ Object \_\_\_\_\_ Program \_\_\_\_\_

### B. Recommended Sources of Funds/Summary of Fiscal Impact:

The summary net book value of the assets being transferred to PBSO is zero.

\* There will be no fiscal impact related to this transfer.

### C. Departmental Fiscal Review:

## III. REVIEW COMMENTS

### A. OFMB Fiscal and/or Contract Dev. and Control Comments:

\* Fixed Assets was copied on this item. There is no Fiscal Impact associated.

Atwillhite 7-15-08  
OFMB  
7/15/08  
7/15/08

7/17/08  
Contract Dev. and Control  
7/17/08

### B. Legal Sufficiency:

7/21/08  
Assistant County Attorney

### C. Other Department Review:

\_\_\_\_\_  
Department Director

REVISED 9/95

ADM FORM 01

(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)

FIXED ASSET TRANSFER NOTIFICATION (INTER DEPARTMENTAL)

PALM BEACH COUNTY

FT 104359

REQUESTING DEPARTMENT NAME Criminal Justice Commission	ACCEPTING DEPARTMENT NAME PBSO	DATE
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ASSET NUMBER	DESCRIPTION	NEW CUST. CODE	NEW LOCATION CODE	FAMO UPDATE REFERENCE
10151608	PC, Dell GX260S Optiplex			
10151641	PC, Dell GX260S Optiplex			
10151647	PC, Dell GX260S Optiplex			
10151669	PC, Dell GX260S Optiplex			

COMMENTS:

Computers already at Westgate CJSC

APPROVAL - ORIGINATING DEPARTMENT/FIXED ASSET MANAGEMENT	APPROVAL - ACCEPTING DEPARTMENT
ORIGINATORCriminal Justice CommissionDATE	INVENTORY OFFICERDATE
INVENTORY OFFICERDATE	CUSTODIANDATE
CUSTODIANDATE	

Fixed Asset Registry Header

Menu Quick Search

Fixed Asset Number	Asset Description	Department	Unit	Summary Asset Value
✓ 101516080000000	PC, DELL GX260S OPTIPLEX	767	7607	\$1,643.00

First Prev Next Last

Search

General Information

Fixed Asset Number : 101516080000000

Summary Asset Value : \$1,643.00

Summary Accumulated Depreciation : \$1,643.00

Summary Net Book Value : \$0.00

Summary Valuation Amount : \$1,643.00

Asset Description : PC, DELL GX260S OPTIPLEX

Summary Closing Costs : \$0.00

Summary Salvage Value : \$0.00

Summary Selling Price : \$0.00

Historic Asset Cost : \$1,643.00

Responsibility Center

Custodian : 2200

Fund : 0001

Sub Fund :

Government Branch : BCC

Cabinet : VJB

Department : 767

Division :

Group :

Section :

District :

Bureau :

Unit : 7607

Sub Unit :

Appr Unit :

Object :

Sub Object :

Revenue :

Sub Revenue :

Dept Object :

Dept Revenue :

Activity : 5221

Sub Activity :

Function :

Sub Function :

Reporting :

Sub Reporting :

Task :

Sub Task :

Task Order :

Major Program :

Program :

Phase :

Fixed Asset Registry Header

Menu Quick Search

Fixed Asset Number	Asset Description	Department	Unit	Summary Asset Value
✓ 101516410000000	PC, DELL GX260S OPTIPLEX	767	7607	\$1,643.00

First Prev Next Last

Search

▼General Information

Fixed Asset Number : 101516410000000

Summary Asset Value : \$1,643.00

Summary Accumulated Depreciation : \$1,643.00

Summary Net Book Value : \$0.00

Summary Valuation Amount : \$1,643.00

Asset Description : PC, DELL GX260S OPTIPLEX

Summary Closing Costs : \$0.00

Summary Salvage Value : \$0.00

Summary Selling Price : \$0.00

Historic Asset Cost : \$1,643.00

▼Responsibility Center

Custodian : 2200

Fund : 0001

Sub Fund :

Government Branch : BCC

Cabinet : VJB

Department : 767

Division :

Group :

Section :

District :

Bureau :

Unit : 7607

Sub Unit :

Appr Unit :

Object :

Sub Object :

Revenue :

Sub Revenue :

Dept Object :

Dept Revenue :

Activity : 5221

Sub Activity :

Function :

Sub Function :

Reporting :

Sub Reporting :

Task :

Sub Task :

Task Order :

Major Program :

Program :

Phase :

Fixed Asset Registry Header

Menu Quick Search

Fixed Asset Number	Asset Description	Department	Unit	Summary Asset Value
✓ 101516470000000	PC, DELL GX260S OPTIPLEX	767	7607	\$1,643.00

First Prev Next Last

Search

General Information

Fixed Asset Number :	101516470000000	Asset Description :	PC, DELL GX260S OPTIPLEX
Summary Asset Value :	\$1,643.00		
Summary Accumulated Depreciation :	\$1,643.00		
Summary Net Book Value :	\$0.00	Summary Closing Costs :	\$0.00
Summary Valuation Amount :	\$1,643.00	Summary Salvage Value :	\$0.00
		Summary Selling Price :	\$0.00
		Historic Asset Cost :	\$1,643.00

Responsibility Center

Custodian :	2200	Appr Unit :		Task :	
Fund :	0001	Object :		Sub Task :	
Sub Fund :		Sub Object :		Task Order :	
Government Branch :	BCC	Revenue :		Major Program :	
Cabinet :	VJB	Sub Revenue :		Program :	
Department :	767	Dept Object :		Phase :	
Division :		Dept Revenue :			
Group :		Activity :	5221		
Section :		Sub Activity :			
District :		Function :			
Bureau :		Sub Function :			
Unit :	7607	Reporting :			
Sub Unit :		Sub Reporting :			

Fixed Asset Registry Header

Menu Quick Search

Fixed Asset Number	Asset Description	Department	Unit	Summary Asset Value
✓ 101516690000000	PC, DELL GX260S OPTIPLEX	767	7607	\$1,643.00

First Prev Next Last

Search

▼General Information

Fixed Asset Number : 101516690000000

Summary Asset Value : \$1,643.00

Summary Accumulated Depreciation : \$1,643.00

Summary Net Book Value : \$0.00

Summary Valuation Amount : \$1,643.00

Asset Description : PC, DELL GX260S OPTIPLEX

Summary Closing Costs : \$0.00

Summary Salvage Value : \$0.00

Summary Selling Price : \$0.00

Historic Asset Cost : \$1,643.00

▼Responsibility Center

Custodian : 2200

Fund : 0001

Sub Fund :

Government Branch : BCC

Cabinet : VJB

Department : 767

Division :

Group :

Section :

District :

Bureau :

Unit : 7607

Sub Unit :

Appr Unit :

Object :

Sub Object :

Revenue :

Sub Revenue :

Dept Object :

Dept Revenue :

Activity : 5221

Sub Activity :

Function :

Sub Function :

Reporting :

Sub Reporting :

Task :

Sub Task :

Task Order :

Major Program :

Program :

Phase :