

REQUISITION SHEET MUST BE ATTACHED
(Applies when agenda item requires a specific payment)

OKLAHOMA COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM REQUEST SHEET

For the Friday, December 20, 2024 Agenda
(Day of Meeting) (Date and Year of Meeting)

DEPT.: _____ County Clerk _____ BY: _____ Amber Harris _____ EXT. _____ 1526 _____
(Department requesting this item) (Contact person for this Item) (Contact's extension)

NAME OF FUND: Sheriff

AGENDA ITEM DESCRIPTION: Discussion and Possible action regarding Resolution No. 2024-5562, transferring equipment from the inventory of the Oklahoma County Sheriff's Office to the Oklahoma County District Attorney.

(ALL NECESSARY DOCUMENTATION MUST BE ATTACHED FOR APPROVAL)

APPROVED BY ENGINEER
(If Applicable)

APPROVED BY D.A.
(If Applicable)

APPROVED BY PURCHASING
(If Applicable)

County Engineer

Assistant District Attorney

Purchasing Agent

NOTE: A COMMISSIONER MUST APPROVE ALL **EMERGENCY REQUESTS**
FOR ANY ITEM SUBMITTED AFTER THE DEADLINE
(THE DEADLINE IS 9:00AM ONE WEEK PRIOR TO THE DATE THAT THE AGENDA IS TO BE POSTED)

DATE OF REQUEST:

BY:

(Person Submitting or Requesting Emergency Request)

DATE OF APPROVAL:

APPROVED BY:

COUNTY COMMISSIONER

Number of ORIGINAL DOCUMENTS you have attached: 1. **NOTE:** The County Clerk will keep one original and will return the remaining originals to you. If you provide only one original, the Board Secretaries will return one photocopy to you. However, if you have special circumstances that require the County Clerk to *(check one)*: _____ keep more than one original; or _____ return all originals to you, please describe them for the County Clerk's consideration:

Special Instructions: Please return 1 signed copy to me. Thanks

Transfer No. T-10-24
Resolution No. 2024-5562

Transfer from: **Sheriff to District Attorney**

Requested By: **Sheriff**

Verified By: **Amber Harris, Fixed Asset Administrator**

One (1) 2005 Ford 500 SEL, c/n B612-00402, s/n 3GNDA23D16S606120, acquired 08/31/2009 from a vendor not on record for \$1,801.87

One (1) 2006 Chevrolet HHR, c/n B612-00471, s/n 3GNDA23D16S606120, acquired 01/25/2013 from a vendor not on record for \$500.00

One (1) 2003 Lexus, c/n B612-00487, s/n JTHBN30F430120290, acquired 02/14/2014 from a vendor not on record for \$500.00

APPROVED this _____ Day of _____, 2024

By the Board of County Commissioners of Oklahoma County

_____ Chairman

_____ Member

_____ Member

ATTEST:

Maressa Treat, Oklahoma County Clerk