

REQUEST FOR AGENDA PLACEMENT FORM

Submission Deadline - Tuesday, 12:00 PM before Court Dates

SUBMITTED BY: MARGARET COOK

TODAY'S DATE: August 1, 2013

DEPARTMENT: Purchasing

SIGNATURE OF DEPARTMENT HEAD:

REQUESTED AGENDA DATE: August 12, 2013

SPECIFIC AGENDA WORDING: Consider and declare as Salvage under Local Government Code 263.152 (a) (1) Misc. broken furniture, metal cabinet and soiled chair and allow Purchasing to dispose of. Purchasing has tried to sell these items and has been unsuccessful.

PERSON(S) TO PRESENT ITEM:

SUPPORT MATERIAL: (Must enclose supporting documentation)

TIME: 5 min

ACTION ITEM: X

WORKSHOP _____

(Anticipated number of minutes needed to discuss item) **CONSENT:** _____

EXECUTIVE: _____

STAFF NOTICE:

COUNTY ATTORNEY: _____

IT DEPARTMENT: _____

AUDITOR: _____

PURCHASING DEPARTMENT: X

PERSONNEL: _____

PUBLIC WORKS: _____

BUDGET COORDINATOR: _____ **OTHER:** _____

*****This Section to be Completed by County Judge's Office*****

ASSIGNED AGENDA DATE: _____

REQUEST RECEIVED BY COUNTY JUDGE'S OFFICE _____

COURT MEMBER APPROVAL _____ Date _____

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Approved by CC:

Salvage

AUG 12 2013

The following item have had an attempt to sell:

1. ~~4 broken down desk with returns~~
2. Art easel
3. Book shelf with no shelves
4. Metal cabinet with no legs
5. Wooden 3 drawer cabinet

Hazardous waste

Soiled chair