

MAY 13 2013

REQUEST FOR AGENDA PLACEMENT FORM

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

SUBMITTED BY: MARGARET COOK
TODAY'S DATE: APRIL 25, 2013

DEPARTMENT: PURCHASING

SIGNATURE OF DEPARTMENT HEAD: MARGARET COOK, CPPB

REQUESTED AGENDA DATE: May 13, 2013

SPECIFIC AGENDA WORDING: Consider and declare as surplus under Local Government Code, 263.152 (a)(1) Misc. furniture and allow Purchasing to sell on Rene' Bates Auction.

PERSON(S) TO PRESENT ITEM: MARGARET COOK, CPPB

SUPPORT MATERIAL: See attached

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:** _____
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 _____

Approved by CC:

MAY 13 2013

Surplus List
Court Date 5/13/2013

- 2 TV Carts
- Misc broken chairs
- 1 large cabinet
- 1 wire cart/plastic boxes
- Fellows Shredder
- Ceiling camera
- (2) Vacuums
- Printers/keyboard under desk holder
- (3) boxes misc. cameras and lens
- Cork Boards