

AUG 25 2014

**REQUEST FOR AGENDA PLACEMENT FORM**

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

**SUBMITTED BY: RALPH MCBROOM**

**TODAY'S DATE: AUGUST 19, 2014**

**DEPARTMENT: PURCHASING**

**SIGNATURE OF DEPARTMENT HEAD: RALPH MCBROOM, C.P.M.**

**REQUESTED AGENDA DATE: AUGUST 25, 2014**

**SPECIFIC AGENDA WORDING: Consider approval to declare mailroom Van surplus pursuant to LGC 263.152 (a)(1) and place on the Rene Bates Auction.**

**PERSON(S) TO PRESENT ITEM: RALPH MCBROOM**

**SUPPORT MATERIAL:**

**TIME: 5 min**

(Anticipated number of minutes needed to discuss item)

**ACTION ITEM:**   x    
**WORKSHOP** \_\_\_\_\_  
**CONSENT:** \_\_\_\_\_  
**EXECUTIVE:** \_\_\_\_\_

**STAFF NOTICE:**

**COUNTY ATTORNEY:**   X                        **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** \_\_\_\_\_