

REQUEST FOR AGENDA PLACEMENT FORM

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

OCT 13 2017

SUBMITTED BY: Ralph McBroom
TODAY'S DATE: September 26, 2017

DEPARTMENT: Purchasing

DEPARTMENT HEAD: Ralph McBroom

REQUESTED AGENDA DATE: October 13, 2017

SPECIFIC AGENDA WORDING: Consider approval to declare miscellaneous items as surplus pursuant to LGC 263.152 (a)(1) and place on Rene Bates Auction.

PERSON(S) TO PRESENT ITEM: Ralph McBroom C.P.M.

SUPPORT MATERIAL: (See attached)

TIME: 5 min

ACTION ITEM: X
WORKSHOP
CONSENT:
EXECUTIVE:

STAFF NOTICE:

COUNTY ATTORNEY:
AUDITOR:
PERSONNEL:
BUDGET COORDINATOR:

IT DEPARTMENT:
PURCHASING DEPARTMENT:
PUBLIC WORKS:
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 _____

Consider to Declare Surplus
L.G.C. 263.152 (a)(1)

Asset #	Description	Serial #	Dept.
	2 Small wood computer desk		Dispatch
	2 Drawer lateral wood file		Dispatch
	4 Drawer file		Dispatch
	Small L shape desk		Elections
	Wooden paper holder		Elections
	2 Black office chairs		Auditor
1904	Electronic CS copying machine		CJ
	2002 Chevy Pickup	1GCEC19T12E157462	CSCD
4479	Overhead projector	11302000885	SO
	Various soft cover law books		CA
	3 Cell phones		Juvi