

## **AGENDA PLACEMENT FORM**

(Submission Deadline – Monday, 5:00 PM before Regular Court Meetings)

**Date:** 03.03.25

**Meeting Date:** 03.10.25

**Submitted By:** Lance Anderson

**Department:** Purchasing

**Signature of Elected Official/Department Head:**

\_\_\_\_\_

<b>Court Decision:</b> <small>This section to be completed by County Judge's Office</small>
 <div style="text-align: right; margin-top: 10px; color: red;">3-10-2025</div>

**Description:**

Consider and approve to declare miscellaneous items as surplus pursuant to LGC 263.152 (a)(1) and place on Rene Bates Auction. All hard drives and memory have been removed.

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(May attach additional sheets if necessary)

**Person to Present:** Lance Anderson

(Presenter must be present for the item unless the item is on the Consent Agenda)

**Supporting Documentation:** (check one)      ☒ PUBLIC      ☐ CONFIDENTIAL

(PUBLIC documentation may be made available to the public prior to the Meeting)

**Estimated Length of Presentation:** 5 minutes

**Session Requested:** (check one)

☐ Action Item    ☒ Consent    ☐ Workshop    ☐ Executive    ☐ Other \_\_\_\_\_

**Check All Departments That Have Been Notified:**

☒ County Attorney      ☐ IT      ☒ Purchasing      ☐ Auditor  
☐ Personnel      ☐ Public Works      ☐ Facilities Management

Other Department/Official (list) Pct 3

**Please List All External Persons Who Need a Copy of Signed Documents  
In Your Submission Email**

Approved in CC on 9/11/2023

Consider to Declare Surplus  
L.G.C. 263. 152 (a) (1)

Asset	Qty	Description	Serial #	Dept.
		Boom box		DA
	5	Keyboards & Mice		DA
		Scanner S1500	A7VC716581	DA
		HP LaserJet Pro 400		DA
		Electric 3 hold punch (not working)		DA
		Office trays and holders		DA
		Table		DA
		Cabinet w/doors		DA
		2 Drawer file cabinet		DA
	4	Rolodex and pack of cards		DA
		Phone stands		DA
	4	Adding Machines,		DA
		Label printer		DA
		Sanyo TV & rolling media cart, rabbit ear antenna		DA
		VCR		DA
		Small dolly		DA
		Plastic risers		DA
		Wall basket		DA
		Various desk accessories		DA
		DVD/VHS Player		DA
		Computer speakers		DA
	2	Pencil sharpeners		DA
		Tape recorder		DA
		Fax machine		DA
		Heavy duty stapler		DA
		Hole punch		DA
		Computer bag		DA
16804		Ford Explorer	1FM5K8AR8JGA58213	SO
14008		Ford F150	1FTEX1CW6AFB53083	SO
27784		DJI Mavic Pro Drone	08queasp010019	SO
27958		DJI Crystal Sky Tablet	1tsb3b9huf	SO
27957		DJI Crystal Sky Tablet	itsb3l8nd4	SO
	5	Out dated law books, boxes		413th
14078		2011 Ford F250	1FT7WB66BEB76194	Pct 3
	2	Book wooden book shelves		DC
16809		Hustler mower 48"	18033333	Hamm Cr
	2	Office chairs		DA
		Brother Intellifax 2820	UG1325fon467812	Aud.
	3	Office chairs		ME
	2	Side Chairs		ME
	2	Shredders small, not working		ME
		Small wood cabinet		ME

L.G.C. 263. 152 (a) (1)

[illegible]