

AUG 22 2016

**REQUEST FOR AGENDA PLACEMENT FORM**

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

**SUBMITTED BY:** Ralph McBroom

**TODAY'S DATE:** August 11, 2016

**DEPARTMENT:** Purchasing

**SIGNATURE OF DEPARTMENT HEAD:**

**REQUESTED AGENDA DATE:** August 22, 2016

**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 attachment

**TIME:** 5 min

**ACTION ITEM:** X  
**WORKSHOP**  
**CONSENT:**  
**EXECUTIVE:**

**STAFF NOTICE:**

**COUNTY ATTORNEY:**

**AUDITOR:**

**PERSONNEL:**

**BUDGET COORDINATOR:**

**IT DEPARTMENT:** X

**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)

**Approved**

Asset #	Description	Serial #	Department
NA	8 Printer toner multi colors		Elections
	Wood desk		PW
	Office chair		PW
	Office chair		Jug
	Misc. Office supplies		SO
	Cradle point video device	mm120126700516	SO
	Red cloth chair		CCL2
	Black vinyl chair		CCL2
	Small wooden table		CCL2
	Shredder		CCL2
	TV	75733426	CCL1
	Magnavox video cassette recorder	18531770	CCL1
	Sony video cassette recorder	1b-0545306	CCL1
	Media cart		CCL1
	2 Drawer file		Dispatch

Commissioners Court  
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