



Polk County, Texas

# ORDER

## OF THE POLK COUNTY COMMISSIONERS COURT

Designating Surplus/Salvage Property and Disposition thereof

**WHEREAS**, in a regular meeting of the Polk County Commissioners Court held December 27, 2017 certain item/s as listed on Asset Management Forms attached hereto attached hereto as Exhibit "A" were determined to be surplus/salvage property as defined by Local Government Code, Chapter 263 Subchapter D, Section 263.151;

**THEREFORE**, the aforementioned item/s listed on Exhibit "A" of this Order are hereby designated as Surplus/Salvage Property of the County and shall be disposed of in a Public Auction to be held online by the County's contracted auctioneer and administered by the County Auditor;

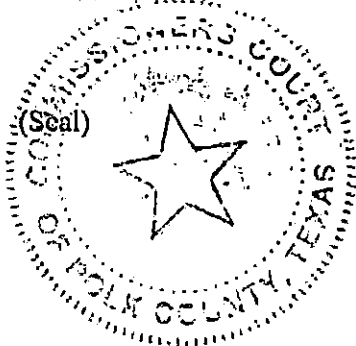
**BE IT FURTHER ORDERED**, that any or all of the property listed on Exhibit "A" of this Order may be destroyed as worthless if the County undertakes to sell that property (by public auction) and is unable to do so because no bids are made or the property is unclaimed by a successful bidder for a period of thirty (30) days following the close of the auction. In this instance, the Auditor shall properly note such disposition for each item so destroyed.

Sydney Murphy, County Judge

### CERTIFICATE OF THE COUNTY CLERK

The undersigned, being the County Clerk of Polk County, Texas, does hereby certify that this ORDER was duly adopted by the Commissioners Court for Polk County on December 27, 2017.

**IN WITNESS WHEREOF**, I have affixed my signature and the official seal of the Polk County Commissioners Court.



Schelana Hoek, County Clerk  
Polk County, Texas

# Polk County Asset Management Form

Type of Transaction (check one)

Transfer	<input type="checkbox"/>
Surplus/Salvage	<input checked="" type="checkbox"/>
Waste	<input type="checkbox"/>

Date of Transaction 11/28/2017

Inventory Items	Description of Equipment	Serial Number
	HP LaserJet Pro 400 PN: C2195A	VNG46D3266

Transferring/Selling Dept. Human Resources

Dept. Head Signature *Adriana J. Best*

Receiving Department

Dept. Head Signature

DISPOSITION OF ASSET IF SURPLUSED OR SALVAGED:  
printer does not work, replaced with new printer

# Polk County Asset Management Form

Type of Transaction (check one)

Transfer	<input checked="" type="checkbox"/>
Surplus/Salvage	<input type="checkbox"/>
Waste	<input type="checkbox"/>

Date of Transaction 12/27/17

Inventory Items	Description of Equipment	Serial Number
	Lenovo Laptop	4B08177738
	HP Probook Laptop	
	IBM Thinkpad	LV-P3876
	Gateway Laptop	DD28444041
	Gateway Solo Laptop	BS400170767

Transferring/Selling Dept. District Clerk

Dept. Head Signature Bobby Richards

Receiving Department Information Technology

Dept. Head Signature \_\_\_\_\_

DISPOSITION OF ASSET IF SURPLUSED OR SALVAGED: