



Polk County, Texas

ORDER

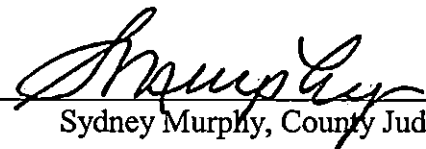
OF THE POLK COUNTY COMMISSIONERS COURT

Designating Surplus/Salvage Property and Disposition thereof

WHEREAS, in a regular meeting of the Polk County Commissioners Court held July 24, 2018 certain item/s as listed on Asset Management Forms 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 July 24, 2018.

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



Schelana Hock, 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

| Inventory Items | Description of Equipment | Serial Number |
|-----------------|----------------------------------|---------------|
| | P 4014 N HP Laser Jet Printer | CNDX 403252 |
| | 43507N HP Laser Jet Printer | CNRXS 15908 |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Transferring/Selling Dept.

Dept. Head Signature

Receiving Department

Dept. Head Signature

DISPOSITION OF ASSET IF SURPLUSED OR SALVAGED:

Polk County Asset Management Form

Type of Transaction (check one)

Transfer
Surplus/Salvage
Waste

| |
|-------------------------------------|
| <input type="checkbox"/> |
| <input checked="" type="checkbox"/> |
| <input type="checkbox"/> |

Date of Transaction

7/11/18

Inventory Items

| Description of Equipment | Serial Number |
|--------------------------|---------------|
| misc scrap metal | N/A |
| pallets | N/A |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

Transferring/Selling Dept.

maintenance

Dept. Head Signature



Receiving Department


Dept. Head Signature

DISPOSITION OF ASSET IF SURPLUSED OR SALVAGED:

Old scrap metal accrued from
county buildings

Order Designating Surplus Property

From: kari.miller@co.polk.tx.us <kari.miller@co.polk.tx.us>
Sent: Tue, Jul 24, 2018 at 4:14 pm
To: Terri Williams, Misty Wideman, Jay Burks
Cc: Maintenance, Stephanie Dale, michelle laird

 2018_07_24_16_11_27.pdf (506.9 KB)

Good afternoon,

For your information and record, I have attached a copy of the Commissioners Court Order approved on July 24, 2018 to designate certain property held by the County Treasurer and County Maintenance Department (described in the Order's Exhibit) as surplus property of the County.

The (computer/software) property has been reviewed by I.T. and found not to be useful to another office and all computer memory has been cleared. These items may be picked up and stored by the Maintenance Department for the next on-line County Auction.

Your office may contact the Maintenance Department to retrieve the property to be stored and offered for sale in the County's next public (on-line) auction.

The Order includes language to allow for the destruction of any property which is 1) unsold because no bids are received, or 2) unclaimed by a successful bidder within 30 days following the close of the public auction.

Best Regards,

Kari Miller
Polk County Judge's Office
101 West Church St, Suite 300
Livingston, TX 77351
Phone: 936-327-6813
Fax: 936-327-6891