



Polk County, Texas

# ORDER

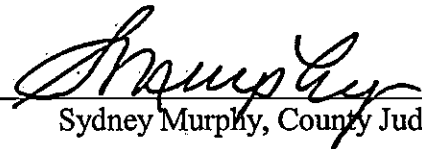
## OF THE POLK COUNTY COMMISSIONERS COURT

Designating Surplus/Salvage Property and Disposition thereof

**WHEREAS**, in a regular meeting of the Polk County Commissioners Court held June 14, 2022 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.



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Sydney Murphy, County Judge

### CERTIFICATE OF THE COUNTY CLERK

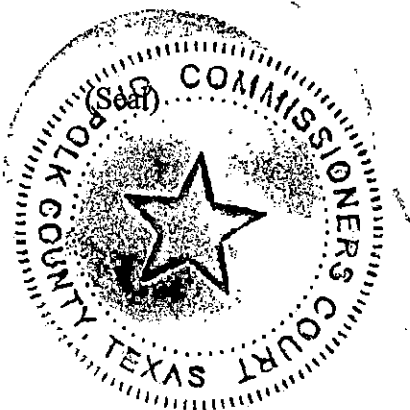
The undersigned, being the County Clerk of Polk County, Texas, does hereby certify that this ORDER was duly adopted by the Commissioners Court for Polk County on June 14, 2022.

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



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Schelana Hock, County Clerk  
Polk County, Texas



# 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

05/26/2022

Inventory Items

Description of Equipment	Serial Number
(2) Office Chairs	
at the Corrigan	/
Office	

Transferring/Selling Dept.

Tax Office

Dept. Head Signature

*[Handwritten 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

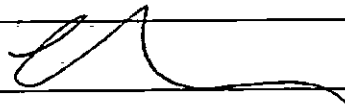
Date of Transaction:

Inventory Items

Description of Equipment	Serial Number
DVD/VHS Combo Panasonic	LJ61K06839 R
HP Compaq 6000 Pro Micro tower	MXL0241FQ8
HP Compaq 6x 7000 Micro tower	MXL92612MH
HP Pro Desk	MXL534238B
HP Compaq 6200	MXL1030CVF
HP Compaq 6200	MXL2031NWF
Acer Monitor doesn't work	91503394940
Acer Monitor	21800817842
Acer Monitor	21800817942
LaserJet M501	PHBTR21790
Cart with wheels	
Desk shelf	
Book Shelf (small)	

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

Date of Transaction:

Inventory Items

Description of Equipment	Serial Number
HP laptop	00186-088-236-733
HP Elite Book	CND02418CN
HP Pro Book	00186-115-112-859
HP Pro Book	00186-115-112-867
HP laptop	00186-170-620-212
Lenova laptop	00045-682-204-693

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

Date of Transaction:

Inventory Items

Description of Equipment	Serial Number
Couch and love seat	

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

Date of Transaction

6/2/22

Inventory Items

Description of Equipment	Serial Number
HP LaserJet P1505	V1B3B24892

Transferring/Selling Dept.

Human Resources

Dept. Head Signature

Amber Selton

Receiving Department

Dept. Head Signature

DISPOSITION OF ASSET IF SURPLUSED OR SALVAGED:

Doesn't work properly