



Polk County, Texas

# ORDER

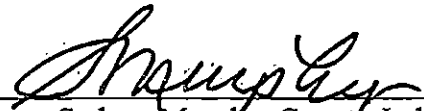
## OF THE POLK COUNTY COMMISSIONERS COURT

Designating Surplus/Salvage Property and Disposition thereof

**WHEREAS**, in a regular meeting of the Polk County Commissioners Court held August 23, 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.



---

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 August 23, 2022.

**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  
 Surplus/Salvage  
 Waste

✓

Inventory Items	Discription of Equipment	Serial Numbers
	Sectional Desk	CO-01326
	Mini Fridge	50102511
	File Cabnet	N/A
	Desk Chair	N/A

Transferring/Selling Dept.

Emergency Management

Dept. Head Signature

*Samuel Morris for Courtney Comstock*

Receiving Department

Maintenance Engineering

Dept. Head Signature

**DISPOSITION OF ASSET IF SURPLUSED OR SALVAGED:**

Sectional Desk and Desk Chair in Good Condition. Mini Fridge in unknown condition. File Cabnet broken.

*This equipment is from Environmental Enforcement.*

# Polk County Asset Management Form

Type of Transaction (check one)

Transfer  
 Surplus/Salvage   
 Waste

✓

Date of Transaction

Inventory Items

Description of Equipment	Serial Number
Shred master Shredder 5500S	TC262825
Royal sovereign Bill Counter	K1810WE15797
4 chairs - 3 keyboards 3 monitors mice	
Various wires Cords, Chair arms	
Key board holders Surge protectors	
HP Tower	2UA25105QJ
HP Tower	12WWPICW6 SABA DABA
HP Tower	2UA25105KT
Miscellaneous trays, File holders etc.	

Transferring/Selling Dept.

Treasurer

Dept. Head Signature

Terri Williams

Receiving Department

maintenance

Dept. Head Signature

\_\_\_\_\_

DISPOSITION OF ASSET IF SURPLUSED OR SALVAGED:

office equipment to be put in surplus  
 at maintenance