



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 November 28, 2023 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.

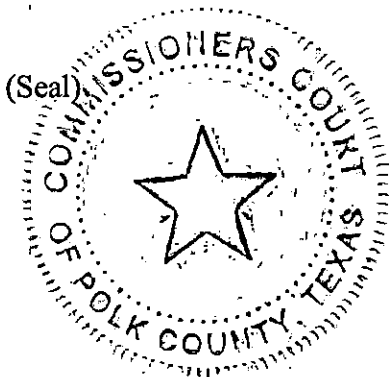


Sydney Murphy, County Judge

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 November 28, 2023.

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

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Type of Transaction (check one)

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

Date of Transaction 11-21-23

Inventory Items	Description of Equipment	Serial Number
	4 Monitors	
	Scansnap 51300	509816
	HP ProDesk 60061	MXL4080MMV
	HP Compaq 6000 Pro	MX16241EPM
	Desktop Shredder	
	Scansnap Desktop Scanner 51300	508383
	HP Officejet Pro 8620	CN49QD406B
	HP Laserjet Pro 400	VNG41615140

Transferring/Selling Dept. Permites

Dept. Head Signature *Hollie Oliver*

Receiving Department

Dept. Head Signature

DISPOSITION OF ASSET IF SURPLUSED OR SALVAGED:

IT has removed drives.

Polk County Asset Management Form

Type of Transaction (check one):

Transfer
 Surplus/Salvage
 Waste

✓

Date: 11/14/2023

Inventory Items	Description of Equipment	Serial Numbers
	DLP 1420X Projector W Cords and Remote	CNOTKNO1-74261-341-803D

Transferring/Selling Dept.

Emergency Management

Dept. Head Signature

C. Amstork

Receiving Department

Maintenance Engineering

Dept. Head Signature

Projector broken. Repair company said they could not order parts.

Polk County Asset Management Form

Type of Transaction (check one):

Transfer
 Surplus/Salvage
 Waste

✓

Date: 11/13/2023

Inventory Items	Description of Equipment	Serial Numbers
	Kensington Wired Keyboard	A1711A000642
	HP Wired Keyboard	BEXHPOAWYC810H
	HP Wired Mouse	676552-001
	HP Wired Mouse	265986-011
	HP Wired Mouse	265986-003
	RadioShack AAA Weather Rad: 0.	Cat. No. 12-262
	1 Microphone w/ wireless trans: Her and carrying case	LA 638-662MHz

Transferring/Selling Dept.

Emergency Management

Dept. Head Signature

C. Cornstock

Receiving Department

Maintenance Engineering

Dept. Head Signature

Disposition of Items to be Surplused or Salvaged:

Polk County Asset Management Form

Type of Transaction (check one):

Transfer
Surplus/Salvage
Waste

✓

Date: 11/13/2023

Inventory Items	Description of Equipment	Serial Numbers
	5 Computer Keyboards	SEE ATTACHMENT
	1 Computer Mouses	SEE ATTACHMENT

Transferring/Selling Dept.

Emergency Management

Dept. Head Signature

C. Comstock

Receiving Department

Maintenance Engineering

Dept. Head Signature

Disposition of Items to be Surplused or Salvaged:

Equipment no longer works (broken/missing pieces)

Logitech Wireless Mouse Missing Unifying Receiver: M510

Logitech Wireless Keyboard Missing Unifying Receiver: 820-007886

DELL Wired Keyboard: CN-07N242-71616-37H-3385

Logitech Wireless Keyboard Missing Unifying Receiver -1613CE02BBC8

Logitech Wireless Keyboard Missing Unifying Receiver -44418A-YR0053

Logitech Wireless Keyboard Missing Unifying Receiver:-820-007885

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Polk County Asset Management Form

Type of Transaction (check one)

Transfer
Surplus/Salvage
Waste

Date of Transaction: 11/9/2023

Inventory Items

Description of Equipment	Serial Number
Sceptre TV – screen broke	BZTV53MA
Acer Monitor	SNID # 41304575685
Intel Pentium Tower	16216023500754
Dell Tower	00186-068-752-978
Dell Monitor	CN-OUO-72N-64180-08P-1FTU

Transferring/Selling Dept.: Jail

Dept. Head Signature: 

Receiving Department:

Dept. Head Signature:

Disposition Of Asset If Surplused Or Salvaged: