



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 January 23, 2024 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.

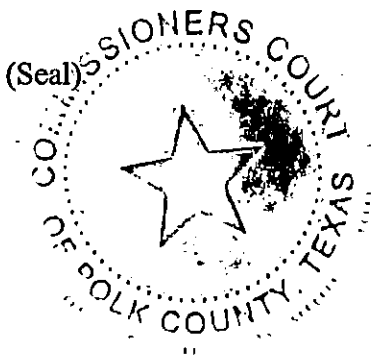
Sydney Murphy, County Judge

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 January 23, 2024.

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	Description of Equipment	Serial Numbers
	Surface Pro 4 <i>2014 SHSP Equipment</i>	47110161053
	Panasonic Toughbook CF-54	8ITTA73161
	Panasonic Toughbook CF-54	8ITTA73076

Transferring/Selling Dept.

Emergency Management

Dept. Head Signature

C. Armstrong

Receiving Department

Information Technology

Dept. Head Signature

Casey Laurie

DISPOSITION OF ASSET IF SURPLUSED OR SALVAGED:
 Laptops will be wiped by IT department prior to transfer.

See attached link order

Polk County Asset Management Form

Type of Transaction (check one):

Transfer
Surplus/Salvage
Waste

✓

Inventory Items	Description of Equipment	Serial Numbers
	Apple iPad 16GB A1397	DLXGQFUEDJHF
	Apple iPad 16GB A1395	DN6HMJ47DFHW

Transferring/Selling Dept.

Emergency Management

Dept. Head Signature

C. Bonstock

Receiving Department

Dept. Head Signature

DISPOSITION OF ASSET IF SURPLUSED OR SALVAGED:

iPads have been wiped by IT department.

Polk County Asset Management Form

Type of Transaction (check one):

Transfer
Surplus/Salvage
Waste

✓

Inventory Items	Description of Equipment	Serial Numbers
	Panasonic Toughbook CF-54	8ITTA73144

Transferring/Selling Dept.

Emergency Management

Dept. Head Signature

C. Comstock

Receiving Department

Security

Dept. Head Signature

DISPOSITION OF ASSET IF SURPLUSED OR SALVAGED:

Laptop will be wiped by IT department prior to transfer to John Sexton in Security.

see attached work order

Polk County Asset Management Form

Type of Transaction (check one):

Transfer
 Surplus/Salvage
 Waste

✓

Inventory Items	Description of Equipment	Serial Numbers
	Panasonic Toughbook CF-30	9BKYA30587

Transferring/Selling Dept.

Emergency Management

Dept. Head Signature

Armbey Comstock

Receiving Department

Information Technology

Dept. Head Signature

DISPOSITION OF ASSET IF SURPLUSED OR SALVAGED:
 Laptop purchased with SHSP Funds. Will be wiped by IT Dept. prior to destroying. DETCOG ID 000830

See attached work order

Polk County Asset Management Form

Type of Transaction (check one):

Transfer
 Surplus/Salvage
 Waste

✓

Inventory Items	Description of Equipment	Serial Numbers
	HP Pavillion 17 Notebook	5CD4162Z99
	Motion Computing R12	609201 <i>Will remain in department for EOC</i>

Transferring/Selling Dept.

Emergency Management

Dept. Head Signature

Courtney Constock

Receiving Department

Information Technology

Dept. Head Signature

DISPOSITION OF ASSET IF SURPLUSED OR SALVAGED:

Laptops will be wiped by IT prior to surplus.

See attached work order

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

1-8-2024

Inventory Items

Description of Equipment	Serial Number
Filing Cabinet - tan	000003669
Tan Filing Cabinet	n/a

Transferring/Selling Dept.

Dept. Head Signature

Hanni O. [Signature]

Receiving Department

Dept. Head Signature

DISPOSITION OF ASSET IF SURPLUSED OR SALVAGED:

Polk County Asset Management Form

1156

Type of Transaction (check one)

Transfer
 Surplus/Salvage
 Waste

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

After Hard Drive Destroyed

Date of Transaction

1/10/2024

Inventory Items

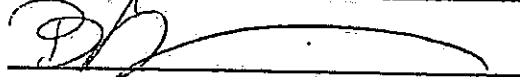
Old
Computers
Replaced
in 2022-2023

Description of Equipment	Serial Number
Pro Desk 400 61 MT	MXL 5340X68'
"	MXL 4231K4B'
"	MXL 5350W39'
HP Compaq L200 Pro MT	MXL 2191L08V
HP Pro Desk 400B3 MT	MXL 6151 B0D'
HP Compaq L300 MT	MXL 3292 B80'
HP Compaq P16300SFA	MXL 3232KRL'
HP Pro Desk 400 61	MXL 5350W36'

Transferring/Selling Dept.

District Clerk

Dept. Head Signature



Receiving Department

IT + surplus - after hard drive destruction

Dept. Head Signature

DISPOSITION OF ASSET IF SURPLUSED OR SALVAGED:

Polk County Asset Management Form

1156

Type of Transaction (check one)

Transfer

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

Surplus/Salvage

Waste

Alt. Hard Drive Destroyed

Date of Transaction

1/10/2024

Inventory Items

Old Computers replaced 2022-2023

Description of Equipment	Serial Number
<i>HP Com 29670 Pro MT</i>	<i>MXL222094Z</i>
<i>MD HP Pro 04006A</i>	<i>MXL5340X6T</i>
<i>Dell</i>	<i>055VWM</i>

Transferring/Selling Dept.

District Clerk

Dept. Head Signature

[Signature]

Receiving Department

IT & Surplus after hard drive destruction

Dept. Head Signature

DISPOSITION OF ASSET IF SURPLUSED OR SALVAGED: