BURNET COUNTY AGENDA ITEM REQUEST FORM

MEETING DATE: 10/27/2026

GENERAL DESCRIPTION OF ITEM: Disposal of Vehicle to Insurance

THIS ITEM REPRESENTS A:

- ☐ New issue, project, or purchase
- ☐ Routine, regularly scheduled item
- ☐ Follow-up to previously discussed
- ☐ Item
- ☐ Special item
- ☑ Other

PRIMARY CONTACT/STAFF MEMBER: Judge Wilson

BUDGETARY IMPACT OF AGENDA ITEM:

Total Estimated Cost:		
Source Funds:		
Is item already included in fiscal year budget?	Yes ☐	No ☐
Does item represent a new expenditure?	Yes ☐	No ☐
Does item represent a pass-through purchase?	Yes ☐	No ☐
If so, pass-through entity		
Procurement Needed:	Yes ☐	No ☐

ACTIONS REQUESTED: Discuss, consider, and take appropriate action to dispose of total loss vehicle and accept insurance payment.

LIST BACK-UP DOCUMENTS ATTACHED *(names of documents and/ or files)*:

Property transfer form and insurance total loss offer.

LIST BACK-UP DOCUMENTS NOT ATTACHED (*to be sent by Friday at noon prior to the meeting date requested*):

Elected Official/Department Head

DATE and TIME: **Approved:**

By
County Judge

OR

By
Commissioner Pct. ____

All contracts, contract amendments, staff agreement, grant applications, memorandums of understanding, and interlocal agreements must be submitted to the Burnet County Auditor and complete a compliance review before being placed on the Commissioners Court agenda.

Agenda items and supporting documents are due to Court Coordinator's Office (Rm. 201) or countyjudge@burnetcountytexas.org no later than noon on Tuesday prior to the meeting date requested. If a Burnet County Holiday falls within 72 working hours before that Tuesday, the deadline will be moved earlier to ensure compliance with Government Code § 551.043.

BURNET COUNTY

AUTHORIZATION AND ASSIGNMENT OF COUNTY PROPERTY

	Name of Item	Description	Property #	(Auditor's Use) Cost
1.)	2023 Chevrolet	1500 Silverado 4x4	24-0010	
2.)				
3.)				
4.)				
5.)				
6.)				
7.)				
8.)				
9.)				

Dept. Transferred From: Burnet County Western towers

Dept. Assigned To: Disposal to insurance

Requested By: _____ **DATE:** _____

Comments: Release the vehicle to insurance due to total loss

COMMISSIONERS COURT APPROVAL:

_____ **New in Service** _____ **Transfer**

_____ **Return to Donor** _____ **Out of Service** _____ **Hold For Auction**

_____ **Dispose** _____ **Donation**

Authorization Signature: _____ **Date:** _____

Comments: _____

PROPERTY MOVED BY MAINTENANCE DEPT.:

Authorization Signature: _____ **Date:** _____

Comments: _____

CHANGES MADE TO RECORDS BY AUDITOR'S OFFICE:

Changed in Books: _____ **Date of change:** _____

Comments: _____

Per LGC 263.153 (c)--Burnet County, Texas contracts with online auction sites as licensed under Chapter 1802 of the Occupations Code to sell surplus and/or salvage property. The property is posted on the auction site for at least 10 days to comply with the publication requirement for the notice of sale.

TEXAS ASSOCIATION of COUNTIES
RISK MANAGEMENT POOL

Stephen Sanchez
stephens@county.org
(512)478-8753

October 2, 2026

TOTAL LOSS OFFER - AUTO

VIA E-MAIL TO cdalrymple@burnetcountytexas.org
Ms. Cindy Dalrymple
Burnet County Assistant Auditor
& Risk Management Pool Coordinator
220 S Pierce St Rm 1
Burnet, TX 78611-3136

Re:	TAC RMP Claim #:	APD20266564-1
	Member:	Burnet County
	DOL:	08/20/2026
	Vehicle:	2023 CHEVROLET SILVERADO 1500
	VIN#:	2GCUDDED0P1146678

Dear Judge Ms. Dalrymple:

The Texas Association of Counties Risk Management Pool ("Pool") has reviewed the above-referenced claim. Our records show Burnet County has designated you as the Pool Coordinator and as such, we are presenting this total loss offer to you. Please select the county's decision from the following options:

Total Loss Offer for 2023 CHEVROLET SILVERADO 1500

If county would like to retain the vehicle, please check box below:

☐

Actual Cash Value	$39,305.00
Less Deductible	$(2,500.00)
Less Salvage Value	$(500.00)
Offer	$36,305.00

If county would like to release the vehicle, please check box below:

☐

Actual Cash Value	$39,305.00
Less Deductible	$(2,500.00)
Offer	$36,805.00

Please return this letter with the appropriate signature of the County Judge or designated member representative authorized to accept this offer on behalf of the County.

If you have any additional or new information that we should consider, please forward it to my attention at stephens@county.org or call me at (512) 478-8753.

Sincerely,

Stephen Sanchez
Claims Examiner I
Texas Association of Counties
Risk Management Services

_____ _____

County Judge or Presiding Officer Date