

Agenda Item Request Form

BURNET COUNTY COMMISSIONER'S COURT

Meetings – 9:00am – 1st^t through 4th Tuesday of Every Month

**NO ITEM WILL BE ON AN AGENDA
WITHOUT PRIOR APPROVAL BY A MEMBER OF COMMISSIONER'S COURT**

All **Contracts** must be approved by County Auditor's
And County Attorney's office prior to being on the Agenda

Agenda items and supporting documents are due to Court Coordinator's Office (Rm. 201) no later than noon on Thursday prior to the meeting date requested.

Ph: 512-715-5276 Fax: 512-715-5217 email: comcrt@burnetcountytexas.org

Presenters are to limit presentation time to no more than 5 minutes.

Today's Date: 3/18/2025
Commissioners Court Date: 3/25/2025

Requested by:

AGENDA ITEM: Discussion and/or action regarding Departmental asset transfers.

Judge Wilson

Commissioner Pct. 1 Luther

Commissioner Pct. 2 Beierle

Commissioner Pct. 3 Collier

Commissioner Pct. 4 Dockery

BURNET COUNTY



AUTHORIZATION AND ASSIGNMENT OF COUNTY PROPERTY

			(Auditor's Use)
Name of Item	Description	Property #	Cost
1.) Kitchen Stand Mixer	Univex	19-1104	
2.)			
3.)			
4.)			
5.)			
6.)			
7.)			
8.)			
9.)			

Dept. Transferred From:

Jail

Dept. Assigned To:

GovDeals

Requested By: Matt Kimbler

DATE: March 25, 2025

Comments:

COMMISSIONERS COURT APPROVAL:

☐ New in Service

☐ Transfer

☐ Return to Donor

☐ Out of Service

☒ Hold For Auction

☐ Dispose

☐ Donation

Authorization Signature:

[Signature]

Date:

3/25/2025

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.