

Agenda Item Request Form

BURNET COUNTY COMMISSIONER'S COURT

Meetings – 9:00am – 1st 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: 5/19/2025

Commissioners Court Date: 05/27/2025

AGENDA ITEM: Discuss, consider and take appropriate 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

Name of Item	Description	Property #	(Auditor's Use) Cost
1.) 2018 Ford PIU	Unit #185	18-1084	
2.) Garrett Metal Detector	PD6500	5789	
3.) Garrett Metal Detector	PD6500	8242	
4.)			
5.)			
6.)			
7.)			
8.)			
9.)			

Dept. Transferred From: Sheriff
 Dept. Assigned To: GovDeals

Requested By: Josh Swain/Amy Willeke
 DATE: May 27, 2025

Comments: _____

COMMISSIONERS COURT APPROVAL:

☐ New in Service
 ☐ Transfer
 ☐ Return to Donor
 ☐ Out of Service
 ☒ Hold For Auction
 ☐ Dispose
 ☐ Donation

Authorization Signature: [Signature]
 Date: 5/27/25

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.

Vehicle Inspection Form

Inventory ID: _____

Asset Number: _____

Fair Market Value: _____

Short Description:

Year 2018

Make FORD

Model POLICE INTERCEPTOR UTILITY

VIN:

1	F	M	5	K	8	A	R	6	J	G	A	8	9	9	4	5
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

 Title Restriction: ☐ Y ☒ N

Odometer:

1	7	8	5	9	3
---	---	---	---	---	---

☒ Miles ☐ Kilometers Odometer Accurate ☒ Y ☐ N: _____

Long Description:

This Vehicle: ☒ Starts ☒ Starts with a Boost & ☒ Runs/Driveable ☐ Engine Runs ☐ Does Not Run ☐ For Parts Only

Engine- Type: 3.7 L, V6 ☒ Gas ☐ Diesel Engine ☐ Propane/Natural Gas ☐ Gas/Electric Hybrid

Engine Condition: ☒ Runs ☒ Needs repair ☐ is in unknown condition

Repairs needed: WATER PUMP IS LEAKING AND NEEDS REPLACING

This vehicle was maintained every 3,000 ☐ Days ☐ Hours ☒ Miles

Date Removed From Service: 5/5/2025 Maintenance Records: ☐ Available ☒ Not Available For Inspection

Transmission: ☒ Automatic ☐ Manual Speed Condition: ☒ Operable ☐ Needs repair ☐ Is Unknown Condition

Repairs Needed: _____

Drivetrain: ☐ 2 Wheel Drive ☒ 4 Wheel Drive Condition: _____

Exterior: Color: WHITE Windows: ☒ No Cracked Glass ☐ Cracked _____

Minor: ☒ Dents ☐ Scratches ☒ Dings Tire Condition: GOOD Tread: _____ #Flat _____ Hubcaps # _____

Major Damage to: _____

Additional Damage: LIGHT HAIL DAMAGE TO HOOD, BROKEN REAR PILLAR(IN PICS)

Decals: ☐ None ☐ Have Been Sprayed or ☒ Have been Removed & ☒ Impressions Remain ☐ No Impressions

Emergency equip: ☐ None ☒ Has been removed & ☒ There are holes in the exterior ☐ There are no holes

Interior: Color GRY ☒ Cloth ☐ Vinyl ☐ Leather

Damage to Seats: DRIVER FRONT SEAT BACK DOES NOT ADJUST

Damage to Dash/Floor: _____

Radio: ☒ Stock or ☐ Brand & Model: _____ ☐ AM ☒ AM/FM ☐ AM/FM Cassette ☐ AM/FM CD

☒ AC (Condition: ☐ Cold ☐ Unknown) ☐ No AC Air Bags: ☐ Driver's Side ☒ Dual

☒ Cruise Control ☒ Tilt Steering ☒ Remote Mirrors ☒ Climate Control

Power: ☒ Steering ☒ Windows ☒ Door Locks ☐ Seats

Additional Equipment: SETIINA BOX IN BACK, PRISONER CAGE, GUN RACK IN FRONT

Manufacturer _____ Model _____ Serial # _____

☐ Tool Box ☐ Light Bar ☐ Ladder Rack ☐ Utility Body: Brand _____ ☐ Hitch: Type _____

Location of Asset: 1601 E. POLK ST BURNET, TEXAS 78611

For more information contact: SSGT SWAIN 512-756-8080 EXT 23006

Reminder: Do not close items on or surrounding a Holiday, on Friday nights, or Weekends. Stagger closing times by 10 minutes.

Generic Inspection Form

May 12, 2025

Inventory ID:

Asset Number

Anticipated Sale Price:

Short Description:

Garrett metal detector & crate

Year Jan 2003

Manufacturer

Garrett

Model PD 6500;

Please fill in or check if apply

Long Description:

This Equipment: ☒ Is Operable ☐ Is Not Operable ☐ For Parts Only ☐ Needs Repair ☐ The Condition is Unknown☐ Hours: _____ This equipment was maintained every 1 month ☐ Hours ☒ Days 30 daySerial # 33041650 (South Annex)Repairs needed: None known

Description of Use

screening entrants for metal items
At South AnnexColor tan ☐ Cloth ☐ Vinyl ☐ Leather ☒ Metal ☐ Plastic ☐ Wood ☐ Rubber

Minor damage to: _____

Major damage to: _____

Size: Length: Feet: _____ Inches: 38" Width/Depth: Feet: _____ Inches: 28" Height: Feet: _____ Inches: 88" = 4' 11"

Men's Size: _____ Women's Size: _____

Additional Equipment: Manufacturer Garrett Model PD 6500;Serial # 33059124 Condition: ☒ Is Operable ☐ Needs repair ☐ Unknown ConditionDescription: Jan 2003 model upstairs at Courthouse

Additional Equipment: Manufacturer _____ Model _____

Serial # _____ Condition: ☐ Is Operable ☐ Needs repair ☐ Unknown Condition

Description: _____

Additional Equipment: Manufacturer _____ Model _____

Serial # _____ Condition: ☐ Is Operable ☐ Needs repair ☐ Unknown ConditionDescription: At Courthouse, up stairs

Comments:

Location of Asset: _____

For more information contact: _____

Two going to Auction Generic Inspection Form

Inventory ID:	Asset Number	Anticipated Sale Price:
Short Description: <u>walk Thru</u> Year <u>Jan 2003</u> Manufacturer <u>Garrett</u> Model <u>PD65001</u>		

Please fill in or check if apply

Long Description:

This Equipment: ☒ Is Operable ☐ Is Not Operable ☐ For Parts Only ☐ Needs Repair ☐ The Condition is Unknown

☐ Hours: unk This equipment was maintained every _____ ☐ Hours ☐ Days

Serial # 33041650

Repairs needed: No

Description of Use

Detection of metal items that are dangerous
or could be used in a dangerous manner.

Color Tan ☐ Cloth ☐ Vinyl ☐ Leather ☒ Metal ☐ Plastic ☐ Wood ☐ Rubber

Minor damage to: _____

Major damage to: _____

Size: Length: Feet: _____ Inches: _____ Width/Depth: Feet: _____ Inches: _____ Height: Feet: _____ Inches: _____

Men's Size: _____ Women's Size: _____

Additional Equipment: Manufacturer _____ Model _____

Serial # _____ Condition: ☐ Is Operable ☐ Needs repair ☐ Unknown Condition

Description: _____

Additional Equipment: Manufacturer _____ Model _____

Serial # _____ Condition: ☐ Is Operable ☐ Needs repair ☐ Unknown Condition

Description: _____

Additional Equipment: Manufacturer _____ Model _____

Serial # _____ Condition: ☐ Is Operable ☐ Needs repair ☐ Unknown Condition

Description: _____

Comments:

Location of Asset: South Annex
 For more information contact: Amy Wilke 325-716-8655