

**AI-68246****Purchasing Department****CC CONSENT****Meeting Date:** 01/08/2019**Submitted For:** Delma Silva, 206TH DISTRICT COURT**Submitted By:** Delma Silva, 206TH DISTRICT COURT**Department:** 206TH DISTRICT COURT**Information****CAPTION**

The Hidalgo County 206th District Court, requests removing the following Hidalgo County fixed assets (as detailed in Exhibit "A" attached hereto) from their current inventory list.

Back on May 15, 2006, the 2006 Fixed Asset Inventory for 206th was sent and returned to Purchasing June 16, 2006. Where it was stated by Cesar Gutierrez, "I hereby certify that all items have been accounted for, except the item indicated below:" See Attachment

The Hidalgo County 206th District Court, requests removing the following Hidalgo County fixed assets (as detailed in Exhibit "B" attached hereto) from their current inventory list.

**BACKGROUND**

Attachments:

Exhibit A - Depreciation Form

Exhibit A - 30495 and 47357

Exhibit B - Depreciation Form

Exhibit B - Affidavit requesting removal with Affidavit - 007196 and 40000

**Fiscal Impact****Attachments***No file(s) attached.***Form Review****Inbox****Reviewed By****Date**

Delma Silva

12/18/2018 04:04 PM

Form Started By: Delma Silva

Started On: 12/18/2018 04:04 PM

HIDALGO COUNTY, TEXAS  
 PURCHASING DEPARTMENT - FIXED ASSETS DIVISION  
 DEPRECIATION FORM

input info  
 206th

Prepared By: Omar Salinas  
 Requested By: Delma Silva  
 11/5/2018

Asset Number	Description	Hist Cost	Acq Date	Acq Year	Current Date	Life Expectancy	Curr Usage (yrs)	Residual Value 10%	Depreciable Value	Yearly Depreciation	Current Depreciation	Current Value
007196	LAW BOOKS	6,158.45	2/2/1976	1976	2018	10	42	\$615.85	\$5,542.61	\$554.26	\$5,542.61	\$0.00
40000	GATEWAY DS 400SP/CASE	1,353.00	1/31/2003	2003	2018	6	15	\$135.30	\$1,217.70	\$202.95	\$1,217.70	\$0.00

1  
 2

Exhibit B  
 Agenda Item: requesting removal with Affidavit

1	30495	PENTIUM COMPUTER 133 MHZ	3,505.00	12/31/1996	1996	2018	6	22	\$350.50	\$3,154.50	\$525.75	\$3,154.50	\$0.00
2	47357	COMPAQ LAPTOP-INTEL PIII 733MHZ	1,320.00	1/8/2001	2001	2018	9	17	\$132.00	\$1,188.00	\$132.00	\$1,188.00	\$0.00

Exhibit A  
 Agenda Item: request removal with attachedeched  
 back up form transfer Form



PURCHASING DEPARTMENT

County Of Hidalgo

**COPY**

RECEIVED

*cebs*

MEMORANDUM

TO: The Hon. Rose Guerra Reyna, Judge  
206<sup>th</sup> District Court

FROM: Martha L. Salazar, CPPB *mls*  
Hidalgo County Purchasing Agent

DATE: May 15, 2006

SUBJECT: 2006 FIXED ASSETS INVENTORY CERTIFICATION

RECEIVED

JUN 16 2006

PURCHASING DEPT.

*MC 147*

We are providing you with an inventory list of all fixed assets (Machinery and Equipment) acquired by your department as of February 28, 2006.

This inventory list should be reviewed by a designated employee and compared to actual equipment in your department.

The results of the inventory verification should include the following:

1. A list of items not located at your department/office but remain on the county's records.
2. An asset inventory notification form listing all items located in your office that are not listed in the attached inventory list.
3. Correct serial numbers or VIN (Vehicle Identification Numbers) that corresponds to the physically identified item.

Once the inventory process is complete, this certification should be returned to our office or faxed at 318-2629.

Should additional information be required, please contact the Purchasing Department, Fixed Asset Division at 318-2626.

I hereby certify that all items have been accounted for, except the items indicated below:

*Cesar Gutierrez*  
Signature

Cesar Gutierrez  
Printed Name

06/16/06  
Date



HIDALGO COUNTY, TEXAS  
 PURCHASING DEPARTMENT/FIXED ASSET DIVISION  
 TEL. 318-2626  
 FAX: 318-2629

MACHINERY AND EQUIPMENT INVENTORY LIST  
 ITEMS VALUED > \$1,000  
 AS OF FEBRUARY 28, 2006

DEPT NAME: 206th District Court  
 DEPT NO: 004

*30 per quan Unwarado el ser. 1/1/07  
 set this aside for... 1/1/07*  
 30495 - (1) pentium computer  
 133 MHz  
 33526 - (1) COMPQ ARMADA  
 233 MHz Pentium  
 surplus 4/27/06  
 35651 - (1) INTEL PIII 733MHz  
 1/5/5 rec. purchasing dept.  
 Hugo from computer dept. book

ASSET NO	QTY	ITEM DESCRIPTION	LIC PLATES	ACQ DATE	NUMBER	UNIT COST
✓ 1196	1	1 LAW BOOKS (REFER TO LIST) <i>Judges</i>		02/02/76		6,158.45
✓ 22446	1	1 KIMBALL WALNUT/VINYL <i>Judges chamber office</i>		09/18/90	36715	1,020.00
30495	1	1 PENTIUM COMPUTER 133 MHZ		12/31/96	217537	3,505.00
✓ 3186	1	1 GLOBAL CONCORDE BLACK LEATHER <i>Application cabinet</i>		06/22/99	273470	1,143.50
✓ 33459	1	1 COMPQ ARMADA 233MHZ PENT/TB32		04/12/99	268144	1,651.99
33526	1	1 COMPQ ARMADA 233MHZ PENT/TB32		04/12/99	268144	1,651.99
✓ 33527	1	1 COMPQ ARMADA 233MHZ PENT/TB32		04/12/99	268144	1,651.99
✓ 34204	1	1 CONF 9 CLASS A CANON <i>copier</i>		01/31/00	292439	2,806.50
✓ 34347	1	1 PCEKX B530 PANABOARD W/STAND <i>station</i>		01/25/00	292353	1,458.25
✓ 36649	1	1 TOS 36" TV W/REMOTE <i>station</i>		01/08/01		1,274.96
36651	1	1 INTEL PIII 733MHZ		01/08/01	314557	1,320.00
✓ 37509	1	1 INSPIRON 4100 LAPTOP <i>study</i>		01/08/02	DL58211	2,469.00
✓ 39674	1	1 CPU INTEL P-4 2GHZ MINITOWER ✓		01/14/03	503589	1,588.00
✓ 39675	1	1 CPU INTEL P-4 2GHZ MINITOWER ✓		01/14/03	503589	1,588.00
✓ 39676	1	1 CPU INTEL P-4 2GHZ MINITOWER ✓		01/14/03	503589	1,588.00
✓ 40000	1	1 GATEWAY DS 400SP/CASE <i>station</i>		01/31/03	29396608	1,353.00
✓ 41240	1	1 HP LJ 4200N 35PPM		09/09/03	SCNBX409867	1,378.00
✓ 41422	1	1 DELL LATITUDE D800		11/26/03		2,544.00
✓ 43054	1	1 DELL LAPTOP, LATITUDE D600 PENTIUM M 71 <i>station</i>		12/07/04		1,912.02
✓ 43055	1	1 43 X 57 COUNTOUR ELECTROL PULL DOWN SCREW <i>station</i>		01/18/05	543238	1,250.00
✓ 43056	1	1 COLOR P/T/Z NETWORK CAMERA W/AUDIO <i>station</i>		01/18/05	543238	1,896.99
✓ 43057	1	1 NEC WIRELESS LT-240K PROJECTOR, 2000 LUMENS <i>station</i>		01/18/05	543238	5,534.99
✓ 43059	1	1 SHORE TEL COMMUNICATION SYSTEM <i>station</i>		01/31/05	543260	2,572.90
✓ 43767	1	1 AMP35GS AMPLIFIER W/6 MICROPH, 16" GOOSE <i>quidge</i>		08/23/05	552013	1,365.00
✓ 44388	1	1 HP LASERJET LJ4350N PRINTER <i>Printer desk</i>		12/28/05	SPFGL04681	1,473.00
TOTAL	25					\$ 52,155.53



RECEIVED JAN 04 2005

LOCATION NO. 001

### List of Items on Inventory Li. But No Longer on Hand

Tag #	Description	Manner of Disposal (Surplus/Transfer) COUNTY JUDGE	Disposal Date	Comments
1. <u>018835</u> <u>(47357) 035651</u>	<u>Panasonic VCR model AG1210</u>	<u>Surplus</u> <u>04 DEC 95</u>	<u>05 18 04</u>	<u>transfer form attached</u>
	<u>Intel PIII 733MHZ</u>			<u>item in possession of I.T. dept.</u>
3. <u>033405</u>	<u>Compaq Armada 233 MHz Pentii</u>			<u>pending transfer forms,</u>
4. <u>033406</u>	<u>Compaq Armada 233 MHz Pentii</u>			<u>item in possession of I.T. dept.</u>
5. _____	_____			<u>pending transfer forms.</u>
6. _____	_____			<u>item in possession of I.T. dept.</u>
7. _____	_____			<u>pending transfer forms.</u>
8. _____	_____			_____
9. _____	_____			_____
10. _____	_____			_____
11. _____	_____			_____
12. _____	_____			_____
13. _____	_____			_____
14. _____	_____			_____
15. _____	_____			_____

(Please attach Transfer Forms.)

I certify this is correct to the best of my knowledge.

Cesar Gutierrez  
Signature

Cesar Gutierrez  
Print Name

January 04, 05  
Date

DELMA G. SILVA  
DISTRICT COURT COORDINATOR  
FRANK FUENTES  
ASSISTANT COORDINATOR



SHEILA E. HOLGUIN, CSR, RPR  
OFFICIAL COURT REPORTER  
CESAR R. GUTIERREZ  
COURT BAILIFF/INTERPRETER

**ROSE GUERRA REYNA**  
STATE DISTRICT JUDGE  
206TH DISTRICT COURT

HIDALGO COUNTY, TEXAS  
Agenda Request

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TO: Martha L. Salazar  
Hidalgo County Purchasing Agent

FROM: Judge Rose G. Reyna

DATE: January 5, 2005

REF: Removal of obsolete and discarded office equipment from inventory

I am hereby requesting the following item to be placed on the next County Commissioners' Court Agenda, for approval from County Commissioners' Court to remove this item from the 206<sup>th</sup> District Court inventory list and County's Inventory System.

<u>Asset Number</u>	<u>Description</u>	<u>Acquisition Date</u>
035651	PCU-Intel PIII 733 MHZ	01/2001

As per Hugo Manzanares from Computer Department, this item was inoperable and was used for spare parts.

**RECEIVED**

JAN 05 2005

**PURCHASING DEPT.**

DEPARTMENT NAME: 206th District Court LOCATION NO. 004

List of Items on Inventory List But No Longer on Hand

Tag #	Description	Manner of Disposal (Surplus/Transfer)	Disposal Date	Comments
1. 30495	Pentium Computer 133 MHz			As per Juan Alvarado on list from 2005 and was told to list this on the form list not to try to locate.
2. 33526	COMPO ARMADA 233MHz			Surplus on 04/27/06
3. 35651	INTEL PIII 733MHz (47357)			Red. by purchasing dept. on 1/5/05
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				

(Please attach Transfer Forms.)

I certify this is correct to the best of my knowledge.

César Gutierrez  
Signature

César Gutierrez  
Print Name

06/16/06  
Date

HIDALGO COUNTY, TEXAS  
PURCHASING DEPARTMENT - FIXED ASSETS DIVISION  
DEPRECIATION FORM

input info  
206th

Prepared By: Omar Salinas  
Requested By: Delma Silva  
11/5/2018

Asset Number	Description	Hist Cost	Acq Date	Acq Year	Current Date	Life Expectancy	Curr Usage (yrs)	Residual Value 10%	Depreciable Value	Yearly Depreciation	Current Depreciation	Current Value
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1  
2

Exhibit B  
Agenda Item: requesting removal with Affidavit

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1  
2

Exhibit A  
Agenda Item: request removal with attached  
back up form transfer Form

AFFIDAVIT

STATE OF TEXAS \*  
\*  
COUNTY OF HIDALGO \*

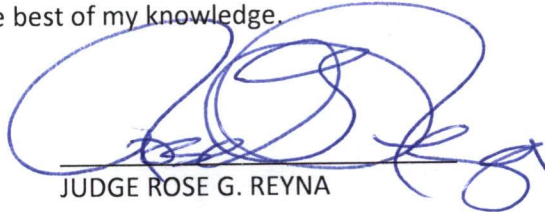
Before me, the undersigned authority, a Notary Public and in for the State of Texas, on the same date personally appeared Rose G. Reyna, who after being duly sworn, deposes and says:

My name is Rose G. Reyna. I am the Judge for the 206<sup>th</sup> District Court, Hidalgo County, Texas.

I am requesting that the Hidalgo County Commissioner's Court and/or the Hidalgo County Purchasing Department remove Tag No. 40000 Gateway DS 400SP/Case and Tag No. 007196 Law Books, as inventory in this Department's possession. After exhausting all efforts to locate these items by my staff and the Purchasing Department, it has been determined that these items are no longer physically present in this Department, no longer part of our inventory, and not in possession of myself or any of my staff.

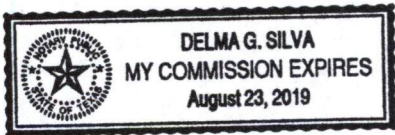
These items have been searched for by my staff and Omar Salinas as representative of the Fixed Assets Division of the Purchasing Department.

The above is true and correct to the best of my knowledge.

  
JUDGE ROSE G. REYNA

STATE OF TEXAS \*  
\*  
COUNTY OF HIDALGO \*

Sworn to and subscribed before me, a Notary Public, in and for the State of Texas on this 20<sup>th</sup> day of December, 2018.



  
NOTARY PUBLIC, State of Texas  
My Commission Expires 8/23/19