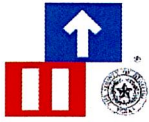


Discussion/Approval to Declare  
Obsolete and Auction the  
Attached List of Items and to  
Transfer Items to the County's  
Approved Auctioneer Bond and  
Bond Auction Company, for  
Proper Disposition



# Hidalgo County Head Start Program Policy Council Agenda

**DATE:** April 21, 2026

**SUBJECT:** Discussion/Approval to Declare Obsolete and Auction the attached List of Items and to Transfer Items to the County's Approved Auctioneer Bond and Bond Auction Company, for Proper Disposition.

**RATIONALE/NEED:** The items listed on the attached surplus materials/ equipment are not in operating condition, are old and beyond any possible repair and unacceptable under State Licensing Regulations. The Policy Council and Commissioners' Court must approve the disposition of these items.

**RECOMMENDATION:** Administration recommends approval.

**COST:** N/A

**RELATED INFORMATION INCLUDED:** Memorandum and List of Surplus Materials and Equipment

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**INITIATED BY:** Azucena Saenz, Field Operations/Transportation Director *ACS*

**REVIEWED BY:** Dr. Nereyda Cantu, Assistant Program Director of Operations *nc*

**EXECUTIVE DIRECTOR'S APPROVAL:** *[Signature]*



# Memorandum

To: Irma Pena, Executive Program Director

Through: Nereyda Cantu, Assistant Program Director

From: Azucena C. Saenz, Field Operation Director

Subj: Surplus materials/classroom furniture/computers

Date: April 16, 2026, 2026

CC: Elma Carrera, Assistant Program Director

File

After a comprehensive evaluation by Head Start personnel, it was determined that certain items are no longer serviceable and should be considered for public auction. These items have been categorized as damaged surplus due to their state of disrepair, age and the inability to be used for their intended purpose as per Head Start and The Texas Department of Health and Human Services-Licensing Division. Please refer to attached list.

Once approved and authorized by the Policy Council and Commissioners' Court. The Field Operations Department will decide with the Bonnd & Bond Auction Company, the duly authorized vendor by the County, to schedule and conduct the auction. The process will include a viewing of all items followed by the auction and arrangements to pick up items by buyers will be made.

Thank you for consideration

Attachment

# HCHSP Auction list 2026

Description	Inventory Tag #	Qty
<b>ELECTRONICS</b>	***	***
PROJECTOR SCREENS	N/A	4
<b>CLASSROOM FURNITURE</b>	***	***
SMALL DESKS	N/A	1
OFFICE DESKS	N/A	4
BOOK SHELVES	N/A	3
SMALL METAL STORAGE CABINET	N/A	1
MEDIUM STORAGE CABINET	N/A	1
OFFICE CHAIR	N/A	12
VANITYS	N/A	11
SMALL TABLE	N/A	1
FILE CABINET	N/A	1
<b>MISC.</b>	***	***
PLASTIC ROLLING CARTS	N/A	2
FOLDING CHAIRS	N/A	50
VIPER WAX STRIPPER MACHINE	N/A	1
SWINGLINE PAPER SHREDDER	N/A	1
GLASS ENTRANCE DOOR	N/A	1
HAND SOAP DISPENSERS	N/A	9
BULLETIN BOARD	N/A	1
WATER FOUNTAIN	N/A	1
TRANE AC UNIT CONDENSER	N/A	5
TRANE AC UNIT AIR HANDLER	N/A	6
FOOD CARTS	N/A	38
<b>APPLIANCES</b>	***	***
STOVE	N/A	1
TRANE FRIDGE	N/A	1
<b>VEHICLES</b>	<b>VIN #</b>	
2005 FORD F150	1FTRF12W05NB86386	1
LOWBOY UTILITY TRAILER	N/A	1
2007 FRHT BUS	4UZAAWDD27CW74690	1
2012 THOMAS MINOTOUR BUS	1GB3G3BG2B1144994	1
2012 IC CARPENTER	4DRBUSKMOCB385850	1
2016 INTERNATIONAL HARVESTER CE	4DRBUC8N8B008792	1