



COMMISSIONERS COURT  
COMMUNICATION

AGENDA DATE : 6/11/12

CONSENT OR REGULAR: Consent

CONTRACT REFERENCE NO  
(IF APPLICABLE): \_\_\_\_\_

**SUBJECT:**

Disposal of Unserviceable Equipment

**BACKGROUND/DISCUSSION OF TOPIC:**

This equipment is no longer serviceable or repairable.

**FISCAL IMPACT:**

None

**PRIOR COMMISSIONERS COURT ACTION (IF ANY):**

N/A

**RECOMMENDATION:**

Request this equipment be transferred to County Purchasing and removed from the Sheriff's Office Inventory.

**COUNTY ATTORNEY APPROVAL**

The attached document has been given legal review by the El Paso County Attorney's Office on behalf of the County of El Paso, its officers, and employees. Said legal review should not be relied upon by any person or entity other than the County of El Paso, its officers, and employees.

COUNTY ATTORNEY:

LEGAL REVIEW:

LEGAL REVIEW NOTES (If Applicable):

DATE:

SUBMITTED BY:

Sheriff Richard D. Wiles

*RS*

# EL PASO COUNTY SHERIFF'S OFFICE



## Inter-Office Memorandum

**Date:** May 23, 2012  
**To:** Lucille Samuel, Budget Operations Manager  
**From:** Commander, Paul Cross  
**Subject:** Disposal of County Equipment

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The following item is not serviceable or repairable:

One Maroon and Black Roller Desk Chair. County Item # 124643.

Located at Sheriff's Office Headquarters, 2<sup>nd</sup> floor, room 206.

Thank you.

A handwritten signature in black ink, appearing to read "Paul Cross", is written below the "Thank you." text.