



## COMMISSIONERS COURT COMMUNICATION

AGENDA DATE: 04/22/2013

CONSENT OR REGULAR: Consent Agenda \_\_\_\_\_

CONTRACT REFERENCE NO  
(IF APPLICABLE): NA

**SUBJECT:** Approve and authorize the transfer and pick-up of items from the Sheriff's-Downtown Jail to the Purchasing Department. See attachment.

**BACKGROUND/DISCUSSION OF TOPIC:** Authorize and approve the transfer and pick-up from the above Department.

**FISCAL IMPACT:** These items are abandoned .

**PRIOR COMMISSIONERS COURT ACTION (IF ANY):** N/A

**RECOMMENDATION:** To approve and authorize the transfer, pick-up and removal.

### **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: Joe Lopez, Assistant Purchasing Agent (915) 546-2048

# EL PASO COUNTY SHERIFF'S OFFICE

## INTEROFFICE MEMORANDUM

DATE: April 11, 2013

TO: Lucille Samuel (Budget), thru Commander Lopez, thru Lieutenant Chairez,  
thru Sergeant Freedom, Corporal P. Ramirez *pp 4102*

FROM: Detention Officer: Valdez, Xavier (Property Custodian)

SUBJECT: **DISPOSAL OF UNSERVICEABLE COUNTY PROPERTY.**

Request that the attached list of unserviceable items be added to the next County Commissioners Court Agenda. Approval is required for proper disposal of county property.

[illegible]

# EL PASO COUNTY SHERIFF'S OFFICE

## INTEROFFICE MEMORANDUM

DATE: March 27, 2013

TO: Lucille Samuel (Budget), thru Commander Lopez, thru Lieutenant Chairez,  
thru Sergeant Leedom, Corporal P. Ramirez *get*

FROM: Detention Officer: Valdez, Xavier (Property Custodian)

SUBJECT: **DISPOSAL OF UNSERVICEABLE COUNTY PROPERTY.**

Request that the attached list of unserviceable items be added to the next County Commissioners Court Agenda. Approval is required for proper disposal of county property.

**EL PASO COUNTY DETENTION FACILITY  
DISPOSAL SHEET**

| ITEM                   | QUANTITY | PROPERTY ITEM NUMBER | LOCATION | REMARKS       |
|------------------------|----------|----------------------|----------|---------------|
| Brown Desk             | 1        | 21141                | Jail     | Unserviceable |
| Table Blue Top         | 1        | 40186                | Jail     | Unserviceable |
| Trays Drying Racks     | 3        | No #                 | Jail     | Unserviceable |
| Kenwood Radio          | 1        | 90200725             | Jail     | Unserviceable |
| Red Cloth Chair        | 1        | 36741                | Jail     | Unserviceable |
| Red Cloth Chair        | 1        | 36740                | Jail     | Unserviceable |
| Red Chair              | 1        | 54190                | Jail     | Unserviceable |
| Gray Chair             | 1        | 124038               | Jail     | Unserviceable |
| Brown Cloth Chair      | 1        | 41197                | Jail     | Unserviceable |
| Brown Desk             | 1        | No #                 | Jail     | Unserviceable |
| blue cloth chair       | 1        | No #                 | Jail     | Unserviceable |
| black chair            | 1        | No #                 | Jail     | Unserviceable |
| red chair              | 1        | No #                 | Jail     | Unserviceable |
| Red chair back support | 1        | No #                 | Jail     | Unserviceable |
| blue chair             | 1        | No #                 | Jail     | Unserviceable |
| Orange Chair           | 1        | 40695                | Jail     | Unserviceable |
| black chair            | 1        | 151239               | Jail     | Unserviceable |
| Red chair              | 1        | No #                 | Jail     | Unserviceable |
| Red chair              | 1        | 99323                | Jail     | Unserviceable |
| Black stool            | 1        | No #                 | Jail     | Unserviceable |

# EL PASO COUNTY SHERIFF'S OFFICE

## INTEROFFICE MEMORANDUM

**DATE:** March 27, 2013

**TO:** Lucille Samuel (Budget) thru Commander Lopez, thru Lieutenant Chairez, thru  
Sergeant Leedom thru Cpl. P. Ramirez *PR4102*

**FROM:** Detention Officer Valdez, Xavier #5448 (Property Custodian)

**SUBJECT: DISPOSAL OF UNCLAIMED/ABANDONED (TDC) PROPERTY**

Request that the attached list of unclaimed inmate property be added to the next county commissioners court agenda.

In accordance with article 18.17 of the code of criminal procedures, we must turn in all unclaimed inmate property to the county purchasing agent for disposal. This property has been kept in storage for over 30 days and no attempt to claim the property has been made.

**EL PASO COUNTY DETENTION FACILITY  
INMATE PROPERTY DISPOSAL**

| INMATE'S NAME | SO #    | RELEASED  | FACILITY | DISPOSITION                                                                                | PROPERTY DESCRIPTION                                            |
|---------------|---------|-----------|----------|--------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
|               |         |           |          | Report submitted and/or letters sent out and returned for insufficient or unknown address. |                                                                 |
| R.V.          | 9500932 | 1/9/2013  | Jail     | TDC Mail Out no response to letter                                                         | black shoes, orange sweater, black top, capri blue, black laces |
| A.N.          | 9538575 | 1/16/2013 | Jail     | TDC Mail Out no response to letter                                                         | sun glasses, black shoes, blue jeans                            |
| R.C.          | 9530928 | 1/16/2013 | Jail     | TDC Mail Out no response to letter                                                         | pendant, sandals, blue jeans                                    |
| F.M.          | 9523108 | 1/16/2013 | Jail     | TDC Mail Out no response to letter                                                         | sandals, black top, misc papers                                 |
| M.M.          | 9522327 | 1/16/2013 | Jail     | TDC Mail Out no response to letter                                                         | grey shoes, jeans, multi color top                              |
| M.M.          | 9531484 | 1/23/2013 | Jail     | TDC Mail Out no response to letter                                                         | white shoe laces, white shoes, pink blouse, jeans               |
| M.S.          | 9551320 | 1/23/2013 | Jail     | TDC Mail Out no response to letter                                                         | jeans, black shoes, blue shirt                                  |
| N.P.          | 9537181 | 1/30/2013 | Jail     | TDC Mail Out no response to letter                                                         | black sandals, brown bra, jean shorts                           |
| S.E.          | 9536985 | 1/30/2013 | Jail     | TDC Mail Out no response to letter                                                         | white laces, blue jeans, white shoes, black shirt               |

EL PASO COUNTY SHERIFF'S OFFICE

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**EL PASO COUNTY DETENTION FACILITY  
INMATE PROPERTY DISPOSAL**

| INMATE'S NAME       | BOOKING NO. | DATE RLSD | FACILITY | DISPOSITION         | PROPERTY DESCRIPTION                                           |
|---------------------|-------------|-----------|----------|---------------------|----------------------------------------------------------------|
| Abandoned/unclaimed | n/a         | n/a       | JAIL     | 2013-00422          | brown light sweater                                            |
| Abandoned/unclaimed | n/a         | n/a       | JAIL     | 2013-00569          | blk shirt                                                      |
| Abandoned/unclaimed | n/a         | n/a       | JAIL     | 2012-12949          | yellow chain                                                   |
| Abandoned/unclaimed | n/a         | n/a       | JAIL     | 2013-00694          | white stone                                                    |
| Abandoned/unclaimed | n/a         | n/a       | JAIL     | 2013-00224          | white necklace                                                 |
| M.M                 | 9493245     | 2/27/2013 | JAIL     | Disposal Form       | White Shoes                                                    |
| Abandoned/unclaimed | n/a         | n/a       | JAIL     | Deceased/2013-00027 | blu shirt, blk pants, blk shoes,<br>laces, belt, glasses keys. |
| Abandoned/unclaimed | n/a         | n/a       | JAIL     | 2013-01520          | black jacket                                                   |
| Abandoned/unclaimed | n/a         | n/a       | JAIL     | 2013-01480          | pair of white socks, adult pampers,<br>personal letters        |
| Abandoned/unclaimed | n/a         | n/a       | JAIL     | 2013-01481          | pair of tennis shoes, blue jeans,                              |
| Abandoned/unclaimed | n/a         | n/a       | JAIL     | 2013-01134          | black shirt<br>White Shirt                                     |