



**COMMISSIONERS COURT
COMMUNICATION**

AGENDA DATE: 01/07/2013

CONSENT OR REGULAR: Consent Agenda

CONTRACT REFERENCE NO
(IF APPLICABLE): NA

SUBJECT: Approve and authorize the transfer and removal of inventory from the Sheriff's Office to the Purchasing Department. See attachment.

BACKGROUND/DISCUSSION OF TOPIC: Authorize and approve the above Department to remove from inventory, to the Purchasing Department.

FISCAL IMPACT: These items are obsolete, broken and no longer in use, from the above Department.

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

RECOMMENDATION: To approve and authorize the transfer.

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



Date: 12-14-12

To: Sheriff Wiles and Chief Deputy Aguilar thru Chain of Command *W*

From: Sgt. M. Santana #1987 *M.S.*

Subject: Commissioners Court Agenda Items

The attached lists are damaged and unserviceable county property items and unclaimed inmate property that need to be turned over to the county purchasing agent for disposal. This inmate property has been kept in storage for over 30 days and no attempt has been made to claim the property.

I am respectfully requesting approval for this to be added to the next county commissioners court agenda.



**COMMISSIONERS COURT
COMMUNICATION**

AGENDA DATE: _____

CONSENT OR REGULAR: _____

CONTRACT REFERENCE NO
(IF APPLICABLE): _____

SUBJECT: Disposal of Unclaimed/Abandoned Property

BACKGROUND/DISCUSSION OF TOPIC:

Requesting approval to dispose of damaged/unserviceable county property items and of inmate property that has been kept in storage for over thirty days (after inmates are transferred to TDC) and is still unclaimed.

FISCAL IMPACT:

None

PRIOR COMMISSIONERS COURT ACTION (IF ANY):

Approval.. these requests are submitted throughout the year.

RECOMMENDATION:

Request approval to turn in these items/property to the county purchasing agent for disposal.

COUNTY ATTORNEY APPROVAL

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COUNTY ATTORNEY:

LEGAL REVIEW:

LEGAL REVIEW NOTES (If Applicable):

DATE:

SUBMITTED BY:

Sheriff Richard D. Wiles

El Paso County Jail Annex Equipment Disposals

Equipment	Count	ID#
Metal detector	1	91741
Metal detector	1	91740
Typewriter IBM Wheelwriter 2000	1	90393
Typewriter IBM Wheelwriter 2000	1	90397

El Paso County Jail Annex Equipment Disposals

Equipment	Count	ID#
Metal detector	1	91741
Metal detector	1	91740
Typewriter IBM Wheelwriter 2000	1	90393
Typewriter IBM Wheelwriter 2000	1	90397
American/Chair Stacking Gray	1	92501
American/Chair Stacking Gray	1	92514
American/Chair Stacking Gray	1	92499
Chair Task Black/fabric no Arm Pads	1	132260
Chair Task Black/fabric no Arm Pads	1	132252
Chair Steno Fabric Metal Arms Gray	1	91319
Chair Fabric 7 Ways W/Arms Color: Ebony	1	122519
Chair Executive Fabric	1	116664
Stool w/Back Gray (Operations)	1	138547
Chair lumbar Support Black	1	140940
Chairs Task Black/Fabric No Arm Pads	1	132257
Chair Executive Fabric	1	105283
Chair Task Black/fabric no Arm Pads	1	132255
Blue office chair	1	No ID
Bray office chair	1	No ID

EL PASO COUNTY SHERIFF'S DEPARTMENT

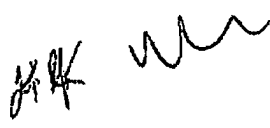
INTEROFFICE MEMORANDUM

Date: 11/15/2012

To: Lucille Samuel thru chain of command

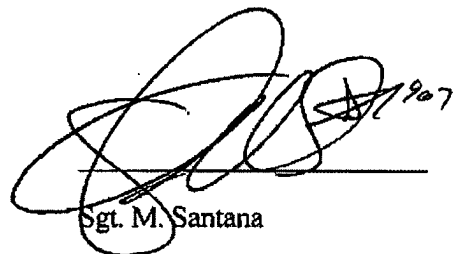
From: Sgt. M. Santana

Subject: DISPOSAL OF UNCLAIMED/ABANDONED PROPERTY



Request that the attached unclaimed property inventory list 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 has been made to claim the property.



Sgt. M. Santana

Operations Sergeant

EL PASO COUNTY SHERIFF'S DEPARTMENT

INTEROFFICE MEMORANDUM

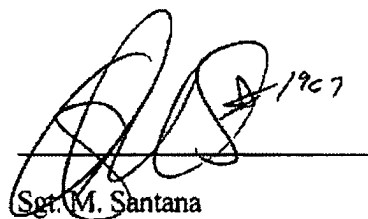
Date: 11/15/12

To: Lucille Samuel thru chain of command

From: Sgt M. Santana

Subject: DISPOSAL OF DAMAGED AND UNSERVICEABLE COUNTY PROPERTY

Request that the attached damaged and unserviceable county property inventory list be added to the next county commissioners court agenda.



Sgt. M. Santana

Operations Sergeant

EL PASO COUNTY JAIL ANNEX INMATE DISPOSAL SHEET

BOOKING #	DATE RSLD	FACILITY	PROPERTY DESCRIPTION
9527771	28-Aug-12	Annex	lcs,blt,mispprs,2 blk shirt,blue pants,brw shoes
9495204	28-Aug-12	Annex	blk shirt,brw pants,blk shoes
9498593	28-Aug-12	Annex	legal pprs, 15 pics,blk shirt,blk shoes,wht shorts
9520682	28-Aug-12	Annex	2pics,bible,blk shoes,blue pants,Grey shirt
9527221	28-Aug-12	Annex	blue pants,wht shirt,blk shower shoes,blk band,toothbrush
9520900	5-Sep-12	Annex	blt,lcs,mispprs,blue pants 2 wht shirts,wht shoes
9505870	5-Sep-12	Annex	blue boxer,wht,25 cents,lcs,brw shorts,blue shirt,blue jacket,blk shoes
9512165	5-Sep-12	Annex	9 cents,gre shoes,blt,mismeds,glasses,mispprs,gre shoes,green jacket,gre shirt,blk shirt,blue pants
9513657	5-Sep-12	Annex	mispprs,blk shirt,wht shirt,blk shoes,blk pants,blk socks,blue underwear
9499963	5-Sep-12	Annex	blk shoes,wht,mipprs,miscrrs,wht shirt,blue shirt,blue pants
9509267	5-Sep-12	Annex	6 pics,blue pants (Jcpenny),green sweater,gre shirt,blk jacket,blk shoes
9520937	11-Sep-12	Annex	blue pants,blt,2 keys w/keyring,2 phones,blue shirt
9516044	11-Sep-12	Annex	blk pants,wht shoes,blk shirt,lcs,9 pics
9513573	11-Sep-12	Annex	orange,pants,orange shirt,gre shoes
9530063	18-Sep-12	Annex	blk shoes,blue pants,brw shirt,lcs
9528496	18-Sep-12	Annex	blue shirt(Jcpenny),blue pants,blue shoes,hair pick,1 cents,1 key,denture glue
9491878	18-Sep-12	Annex	2 wht shirts,blk shorts,wht shoes
9471467	18-Sep-12	Annex	blue shoes(Jcpenny) blue jacket,blue pants,blk shirt,blt,wht,lcs,miscrrs, 11 cents,21 pics,legal pprs
9508352	18-Sep-12	Annex	brw jacket(Jcpenny),beige pants,gre shirt,brw sandals,hot pot

EL PASO COUNTY JAIL ANNEX INMATE DISPOSAL SHEET

BOOKING #	DATE RSLD	FACILITY	PROPERTY DESCRIPTION
9497203	18-Sep-12	Annex	blk shoes,blue jacket,blk shirt,wht shirt,blk shoe (Jcpenny)cloth,2 tooth brushes,blt,pen,ics
9530452	18-Sep-12	Annex	blk shirt,gray shirt,blue pants,blk shoes,blt,ics,miscrs
9519262	18-Sep-12	Annex	blue pants(Jcpenny),wht sandels,envelops,wht shirt,blue shirt,blt
9524956	18-Sep-12	Annex	blk pants(Jcpenny),blk shirt,blk shoes,ics,legal pprs
9530913	19-Sep-12	Annex	blue shirt,blue pants,wht shoes,mispprs
9526624	19-Sep-12	Annex	wht shirt,blue shorts,blk sweater,gray shoes,ics,pprs,1 quarter
9501293	25-Sep-12	Annex	gray pants,wht shirt(Jcpenn),blue shoes,cap,wht blt,mispprs
9498698	25-Sep-12	Annex	blk shirt(Jcpenny),gray shoes,blue pants,ics,wht,pen,miscrs/pprs
9525450	25-Sep-12	Annex	4 books,3 pairs socks,cup,boxer,blk shoes,blue shirt blue pants,blue shirt(Jcpenny).ics 5 pics
9471495	25-Sep-12	Annex	blt,meds,socks,2 dollar bills,mispprs,2 gray shorts,blk sweater,wht shirt,blk shoes
9502912	25-Sep-12	Annex	blk pants,wht/blue shirt(Jcpenny)
9520061	25-Sep-12	Annex	blue sweater(Jcpenny),blue pants,blk shirt,blk shoes,blt ics,cell phone,miscrs/pprs,lighter
9508132	25-Sep-12	Annex	wht shoes,gray pants,blue jacket,ics,pen,pprs
9527786	25-Sep-12	Annex	3 books,blk shoes,beige pants,blk shirt,blt ics
9516798	25-Sep-12	Annex	wht shirt,sandels,wht shorts,blk shoes,pprs
9459119	2-Oct-12	Annex	105 pics,blk pants,blk shoes,gray shirt,blt,ics,wht ring
9505847	2-Oct-12	Annex	blue pants,2 blk shirts,wht shoes(Jcpenny),legal papers
9530738	10-Oct-12	Annex	blk shoes,green shirt, brw pants,blt,ics,tie,legal pprs
9532644	10-Oct-12	Annex	green shorts,brw shirt,gray shoes

EL PASO COUNTY JAIL ANNEX INMATE DISPOSAL SHEET

BOOKING #	DATE RSLD	FACILITY	PROPERTY DESCRIPTION
9529571	10-Oct-12	Annex	wht shirt, blk shoes, blue pants
9517415	10-Oct-12	Annex	brw shoes, brw jacket, blue pants, blk shirt(Jcpenny), bit , lcs, 2 keys, watch, bible, finger meter, miscrs, 67 cents
9532440	10-Oct-12	Annex	grey shirt, green shirt, blue pants, wht shoes(Jcpenny), bit, lcs, rag, comb
9523634	10-Oct-12	Annex	grey shirt, beige pants, cap, lcs, 2 keys, comb, soap, tooth brush, glass case, 6 mexican coins
9532706	10-Oct-12	Annex	blk shoes, blue pants(Jcpenny), wht shirt, meds, 83 cents

