



Agenda Item

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**File #:** 19-1074

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**Topic/Discussion Title:**

Amending Policy 1100 - Surplus Personal Property Disposition/Transfer/Sale

**Description:** Policy 1100 deals with procedures for the disposal of surplus personal property.

**Requested Action:** Approval

**Presenter(s):** Jason Yocom, Contacts & Procurement and Dianne Orcutt, District Attorney's Office

**Time Needed:** 10 min

**Time Sensitive:** No

**Specific Time(s):** No

**Requesting Staff Member:** Ina Landry, Administrative Services Department Assistant

**Will You be Providing a PowerPoint:** No

Please attach the supporting documentation you plan to provide for the packets. Agenda items must be approved by Wednesday at 11:00 am. While not ideal, if PowerPoint presentations are not yet ready, you can submit them by 10 am the Friday morning prior to the COW meeting. Items without documentation may be withheld from consideration for that COW meeting.