



COMMISSIONERS COURT
COMMUNICATION

COURT ORDER NUMBER _____

PAGE 1 OF 1

DATE: 12/17/2024

SUBJECT: CONSIDERATION OF AN EMPLOYEE PURCHASE OF A COUNTY-OWNED LAPTOP AND ANCILLARY EQUIPMENT BY COMMISSIONER ROY CHARLES BROOKS

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider an employee purchase of a County-owned laptop and ancillary equipment by Commissioner Roy Charles Brooks for the amount of \$300.00.

BACKGROUND

Commissioner Brooks was issued a County-owned laptop and associated ancillary equipment. Commissioner Brooks prefers to continue using the aforementioned items after his retirement.

The following conditions have been agreed upon to conclude this transfer of ownership:

1. A fair and reasonable price charged for the laptop and ancillary equipment based on market value;
2. All Tarrant County profiles and documents would be disassociated and removed ; and
3. The Tarrant County-related information should be stored in case of any open records request.

Purchasing has independently determined a fair and reasonable price for the equipment is \$300.00. Information Technology has confirmed that conditions 2 and 3 will be met. Therefore, it is requested that the Commissioners Court approve the employee purchase of the County-owned equipment and transfer of ownership.

FISCAL IMPACT

Payment in the amount of \$300.00 will be deposited with the Audit Department upon approval of request.

SUBMITTED BY	Information Technology	PREPARED BY:	Kathy Eilers
		APPROVED BY:	Andre Mendes