

## BOARD OF TRUSTEES AGENDA

<input type="checkbox"/> Workshop	<input checked="" type="checkbox"/> Regular	<input type="checkbox"/> Special
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- (A) ☐ Report Only ☐ Recognition

**Presenter(s):**

**Briefly describe the subject of the report or recognition presentation.**

- (B) ☒ **Action Item**  
                                   **ISMAEL MIJARES, DEPUTY SUPERINTENDENT FOR BUSINESS AND FINANCE**  
**Presenter(s): LUIS VELEZ, PURCHASING DIRECTOR**

**Briefly describe the action required.**


**CONSIDER AND TAKE APPROPRIATE ACTION ON THE REQUEST TO DECLARE THE ATTACHED LIST OF ITEMS AS SURPLUS PROPERTY AND AUTHORIZE ITS DISPOSAL.**

- (C) **Funding source: Identify the source of funds if any are required.**

- (D) **Clarification: Explain any question or issues that might be raised regarding this item.**

**IN ACCORDANCE WITH BOARD POLICY CI, THE SCHOOL BOARD OF TRUSTEES MAY DISPOSE OF PROPERTY THAT IS NO LONGER NECESSARY FOR DISTRICT OPERATIONS AND SHALL DO SO FOR FAIR MARKET VALUE. IF THE SURPLUS PROPERTY HAS NO VALUE, SUCH PROPERTY SHALL BE DISPOSED OF ACCORDING TO ADMINISTRATIVE DISCRETION.**

**MEMORANDUM**

**To:** Ismael Mijares, Deputy Superintendent for Business and Finance  
**From:** Luis Vélez, Purchasing Director  Digitally signed by Luis A. Vélez  
**Date:** Friday, December 11, 2015 Date: 2015.12.18 13:13:44 -06'00'  
**Subject:** Request to Declare Property as Surplus

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Please consider this memorandum as a request to declare the attached list of items as surplus property due to their deteriorated condition, irreparability, and/or obsolescence.

In accordance with Board Policy CI, the school board may dispose of property that is no longer necessary for District operations and shall do so for fair market value. If the surplus property has no value, such property shall be disposed of according to administrative discretion. Administrative policy states that items shall be disposed of in the most cost efficient manner, including, but not limited to, selling at any price, giving away, or destroying the property.

Please contact me at the Department of Purchasing should you need any further information regarding this matter.

SCHOOL PROPERTIES DISPOSAL

CI  
(LOCAL)

The Superintendent or designee is authorized to declare District materials, equipment, and supplies to be unnecessary and shall dispose of unnecessary materials, equipment, and supplies for fair market value. If the unnecessary property has no value, the Superintendent or designee may dispose of such property according to administrative discretion.

Items obtained as federal surplus shall be managed according to federal regulations.

**EAGLE PASS INDEPENDENT SCHOOL DISTRICT  
SURPLUS PROPERTY**

[illegible]

**Damaged =** Not in working condition or unable to perform intended task.  
**Obsolete =** antiquated, replaced, or no longer wanted/needed but may be in working condition.

# PROPERTY TRANSFER FORM \*

No: **016815**

# PROPERTY TRANSFER FORM \*

accident on Nov. 9th, 2015 and is considered by insurance carrier as a total loss.

**(School/Department)**

**TECHNOLOGY COORDINATOR:**

**DIRECTOR OF PURCHASING:**

**BUDGET OFFICER:**

**(Warehouse Personnel)**

[illegible]

**(Warehouse Supervisor's Signature)**

ENTERED BY: \_\_\_\_\_ Date: \_\_\_\_\_  
(WHITE - Budget Officer, YELLOW - Warehouse, PINK - Transferred To, GOLD - Transferred From, GREEN - Technology/Purchasing)



Texas Department  
of Motor Vehicles

## Power of Attorney to Transfer Motor Vehicle

- No Alterations Allowed
- Complete All Sections
- Print in blue or black ink, signature must be in blue or black ink

Claim Number: COLL2015090588

This is to certify that I, EAGLE PASS ISD

Type or Print Legal Name of Owner: First Middle Last (and suffix, if any)

of the County of MAVERICK

and the State of Texas, owner of the following described motor vehicle, do make, constitute and appoint

TASB Risk Management Fund

Type or Print Legal Name of Owner: First Middle Last (and suffix, if any)

of the County of Travis and the State of Texas, my true and lawful attorney,

for me and in my name, place and stead to title, and to allow my attorney the authority to substitute, as it pertains to the motor vehicle described as follows:

Year 1996	Make Thomas	Body Style	Model Bus	License Plate Number 1077350
Vehicle Identification Number 1T75T4B2XT1139878			Title/Document Number 27254030	

This completed and signed form grants my attorney full power and authority to do and perform all and every act necessary to transfer and assign the legal title to the motor vehicle described, or to purchase and apply for a title to anyone who my attorney may substitute.

**NOTE:** This form must be properly completed before it is an acceptable document. The power of attorney cannot be granted to the selling or buying dealer, an employee of the dealer, or relative of the dealer, unless the vehicle is exempt from the odometer disclosure law (i.e., the year model is ten or more years old, the carrying capacity exceeds 18,000 lbs., or the vehicle is not self-propelled). This form may be used in a dealer sale if a disinterested third party is appointed. A disinterested third party is defined as an individual with no relationship to the dealer or dealership.

If a Power of Attorney is used to apply for a title, initial registration, or certified copy of title, the person(s) signing must include a photocopy of their photo identification, as required by state law.

I further certify that the current odometer reading is \_\_\_\_\_ miles and to the best of my

(No Tenths)

knowledge the odometer reading is the ACTUAL mileage of the vehicle unless one of the following statements is checked:

1. The mileage stated is in EXCESS of its mechanical limits.
2. The odometer reading is NOT the actual mileage. **WARNING - ODOMETER DISCREPANCY**

GILBERTO GONZALEZ, SUPERINTENDENT

Type or Print Legal Name of Owner: First Middle Last (and suffix, if any)

Signature of Owner

1420 EIDSON ROAD

Mailing Address

EAGLE PASS

City

TX

State

78852

Zip

Date

**State law makes falsifying information on this application a third-degree felony.**



Tohui Valero &lt;tvalero@eaglepassisd.net&gt;

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**Bus #120**

1 message

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**Manuel Reyes III** <dareofficermrii@eaglepassisd.net>

Wed, Nov 18, 2015 at 11:40 AM

To: Tohui Valero &lt;tvalero@eaglepassisd.net&gt;

Tohui,

Please be advised that I received a call from Bob (TASB) (512) 505-2475 case # 90588, and was telling me that Bus #120 has been total loss. If we want to keep the school bus they will send a check for \$4050.80 and if we want them to keep the bus the check amount is \$5000 and they will keep the school bus. This is because school bus #120 is over 20 years old.

My recommendation is for TASB to keep the school bus and cut a check for \$5000. This school bus cannot be used for parts any longer due to the accident it was involved in.

If you need further information feel free to contact me at the following:

Manuel Reyes III  
Transportation Director  
(830) 773-3725  
(830) 776-6724



**TASB RISK  
MANAGEMENT FUND**

12007 Research Blvd. • Austin, Texas 78759-2439 • P.O. Box 301 • Austin, Texas 78767-0301  
Tel 800.482.7276 • [tasbrmf.org](http://tasbrmf.org)

*Administered by the Texas Association of School Boards, Inc.*

November 20, 2015

Eagle Pass ISD  
1420 Eidson Rd  
Eagle Pass, TX 78852-5410

Re:

Claim Number: COLL2015090588  
Date of Loss: 11/9/2015

Dear Tohui:

This letter confirms our recent telephone conversation regarding settlement of the total loss to the 1996, Thomas, Bus. Please complete the enclosed Power of Attorney/Odometer Statement including proper signatures. We also need you to send us the original title properly **signed** on the back (sample title enclosed). As agreed, the actual cash value was determined to be \$6,000. The deductible is \$1,000.00 so our final total loss settlement figure will be \$5,000. A salvage buyer has been contacted to handle the disposal of the vehicle.

Upon receipt of these forms and title, payment will be issued. Please mail the forms to:

TASB Risk Management Fund  
Attention: Bob Boehle  
P.O. Box 301  
Austin, TX 78767-0301

Please call if you have any questions.

Sincerely,

Bob Boehle  
Claim Representative  
Auto, Liability, and Property Claims Administration  
Texas Association of School Boards, Inc.  
Phone: (855) 889-4200  
Fax: (800) 580-6720  
E-mail: [bob.boehle@tasb.org](mailto:bob.boehle@tasb.org)

Enclosures





Texas Department  
of Motor Vehicles

## Power of Attorney to Transfer Motor Vehicle

- No Alterations Allowed
- Complete All Sections
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Claim Number: COLL2015090588

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Type or Print Legal Name of Owner: First Middle Last (and suffix, if any)

of the County of \_\_\_\_\_

and the State of Texas, owner of the following described motor vehicle, do make, constitute and appoint

TASB Risk Management Fund

Type or Print Legal Name of Owner: First Middle Last (and suffix, if any)

of the County of Travis and the State of Texas, my true and lawful attorney,

for me and in my name, place and stead to title, and to allow my attorney the authority to substitute, as it pertains to the motor vehicle described as follows :

Year 1996	Make Thomas	Body Style	Model Bus	License Plate Number
Vehicle Identification Number 1T75T4B2XT1139878			Title/Document Number	

This completed and signed form grants my attorney full power and authority to do and perform all and every act necessary to transfer and assign the legal title to the motor vehicle described, or to purchase and apply for a title to anyone who my attorney may substitute.

**NOTE:** This form must be properly completed before it is an acceptable document. The power of attorney cannot be granted to the selling or buying dealer, an employee of the dealer, or relative of the dealer, unless the vehicle is exempt from the odometer disclosure law (i.e., the year model is ten or more years old, the carrying capacity exceeds 18,000 lbs., or the vehicle is not self-propelled). This form may be used in a dealer sale if a disinterested third party is appointed. A disinterested third party is defined as an individual with no relationship to the dealer or dealership.

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I further certify that the current odometer reading is \_\_\_\_\_ miles and to the best of my  
(No Tenths)

knowledge the odometer reading is the **ACTUAL** mileage of the vehicle unless one of the following statements is checked:

1. The mileage stated is in **EXCESS** of its mechanical limits.
2. The odometer reading is **NOT** the actual mileage. **WARNING - ODOMETER DISCREPANCY**

Type or Print Legal Name of Owner: First Middle Last (and suffix, if any)

Signature of Owner

Mailing Address

City

State

Zip

Date

**State law makes falsifying information on this application a third-degree felony.**

**Form VTR-271 Rev 10/13**

**Online Form at [www.TxDMV.gov](http://www.TxDMV.gov)**

# TEXAS CERTIFICATE OF TITLE



VEHICLE TITLES AND REGISTRATION DIVISION

MAKE OF VEHICLE

BODY STYLE

TITLE/DOCUMENT NUMBER

LICENSE NUMBER

PREVIOUS OWNER

OWNER

Sign your name(s) exactly  
as they appear on the title

Sign on back side of title

SIGNATURE OF OWNER OR AGENT MUST BE IN INK

UNLESS OTHERWISE AUTHORIZED BY LAW, IT IS A VIOLATION OF STATE LAW TO SIGN  
THE NAME OF ANOTHER PERSON ON A CERTIFICATE OF TITLE OR OTHERWISE GIVE FALSE  
INFORMATION ON A CERTIFICATE OF TITLE.

DATE OF LIEN

1ST LIEN RELEASED

DATE

BY

AUTHORIZED AGENT

DATE OF LIEN

2ND LIEN HOLDER

2ND LIEN RELEASED

DATE

BY

AUTHORIZED AGENT

DATE OF LIEN

3RD LIEN HOLDER

3RD LIEN RELEASED

DATE

BY

AUTHORIZED AGENT

IT IS HEREBY CERTIFIED THAT THE PERSON HEREIN NAMED IS THE OWNER  
OF THE VEHICLE DESCRIBED ABOVE WHICH IS SUBJECT TO THE ABOVE LIENS.

RIGHTS OF SURVIVORSHIP AGREEMENT  
WE, THE PERSONS WHOSE SIGNATURES APPEAR HEREIN, HEREBY AGREE  
THAT THE OWNERSHIP OF THE VEHICLE DESCRIBED ON THIS CERTIFICATE  
OF TITLE SHALL FROM THIS DAY FORWARD BE HELD JOINTLY, AND IN THE  
EVENT OF DEATH OF ANY OF THE PERSONS NAMED IN THE AGREEMENT,  
THE OWNERSHIP OF THE VEHICLE SHALL VEST IN THE SURVIVOR(S).

SIGNATURE

DATE

SIGNATURE

DATE

SIGNATURE

DATE

FORM 30-C REV. 12/2007

DO NOT ACCEPT TITLE SHOWING ERASURE, ALTERATION, OR MUTILATION

**SELLER:** When vehicle is sold, complete the Assignment of Title (below), including Date of Sale, and provide the title to the purchaser, along with the current license receipt. You must also provide a signed Application for Texas Certificate of Title (Form 130-U) with the sales price completed. **PURCHASER:** The completed Form 130-U and title must be filed with the county tax assessor-collector within 20 working days to avoid penalty.

<b>ASSIGNMENT OF TITLE</b>	<b>FEDERAL AND STATE LAW REQUIRES THAT YOU STATE THE MILEAGE IN CONNECTION WITH THE TRANSFER OF OWNERSHIP. FAILURE TO COMPLETE OR PROVIDING A FALSE STATEMENT MAY RESULT IN FINES AND/OR IMPRISONMENT.</b>			
	The undersigned hereby certifies that the vehicle described in this title is free and clear of all liens, except as noted herein, and has been transferred to the following printed name and address:			
	Name of Purchaser _____		City _____	State _____
	I certify to the best of my knowledge that the odometer reading is the actual mileage of the vehicle unless one of the following statements is checked:			
	<input type="checkbox"/> 1. The mileage stated is in excess of its mechanical limits. <input type="checkbox"/> 2. The odometer reading is not the actual mileage. <b>WARNING - ODOMETER DISCREPANCY</b>			
	<b>ODOMETER READING (in miles)</b> Date of Sale _____ <b>Sign Here</b> _____ (Signature of Seller/Agent)		Printed Name (same as signature) _____ I am aware of the above odometer certification made by the seller/agent.	

**Sign your name(s) exactly as they appear on the front of the title**

<b>FIRST REASSIGNMENT DEALER ONLY</b>	The undersigned hereby certifies that the vehicle described in this title is free and clear of all liens, except as noted herein, and has been transferred to the following printed name and address:			
	Name of Purchaser _____		City _____	State _____
	I certify to the best of my knowledge that the odometer reading is the actual mileage of the vehicle unless one of the following statements is checked:			
	<input type="checkbox"/> 1. The mileage stated is in excess of its mechanical limits. <input type="checkbox"/> 2. The odometer reading is not the actual mileage. <b>WARNING - ODOMETER DISCREPANCY</b>			
	<b>ODOMETER READING (in miles)</b> Date of Sale _____ Dealer's Name _____ (Signature of Dealer/Agent)		Printed Name (same as signature) _____ I am aware of the above odometer certification made by the seller/agent.	
<b>SECOND REASSIGNMENT DEALER ONLY</b>	The undersigned hereby certifies that the vehicle described in this title is free and clear of all liens, except as noted herein, and has been transferred to the following printed name and address:			
	Name of Purchaser _____		City _____	State _____
	I certify to the best of my knowledge that the odometer reading is the actual mileage of the vehicle unless one of the following statements is checked:			
	<input type="checkbox"/> 1. The mileage stated is in excess of its mechanical limits. <input type="checkbox"/> 2. The odometer reading is not the actual mileage. <b>WARNING - ODOMETER DISCREPANCY</b>			
	<b>ODOMETER READING (in miles)</b> Date of Sale _____ Dealer's Name _____ (Signature of Dealer/Agent)		Printed Name (same as signature) _____ I am aware of the above odometer certification made by the seller/agent.	
<b>THIRD REASSIGNMENT DEALER ONLY</b>	The undersigned hereby certifies that the vehicle described in this title is free and clear of all liens, except as noted herein, and has been transferred to the following printed name and address:			
	Name of Purchaser _____		City _____	State _____
	I certify to the best of my knowledge that the odometer reading is the actual mileage of the vehicle unless one of the following statements is checked:			
	<input type="checkbox"/> 1. The mileage stated is in excess of its mechanical limits. <input type="checkbox"/> 2. The odometer reading is not the actual mileage. <b>WARNING - ODOMETER DISCREPANCY</b>			
	<b>ODOMETER READING (in miles)</b> Date of Sale _____ Dealer's Name _____ (Signature of Dealer/Agent)		Printed Name (same as signature) _____ I am aware of the above odometer certification made by the seller/agent.	
<b>CLERK</b>	HOLDER TO BE RECORDED AND SHOWN ON NEW TITLE ISSUED IN FAVOR OF (NAME & ADDRESS) _____			