

**LARAMIE COUNTY CLERK
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM PROCESSING FORM**

1. DATE OF PROPOSED ACTION: February 7, 2012

2. AGENDA ITEM: Appointments Bids/Purchases Claims
 Contracts/agreements/leases Grants Land Use: Variances/Board App/Plats
 Proclamations Public Hearings/Rules & Reg's Reports & Public Petitions
 XX Resolutions Other

3. DEPARTMENT: Commissioners

APPLICANT: _____ **AGENT:** _____

4. DESCRIPTION: Consideration of a resolution authorizing three Laramie County employees to be able to acquire supplies from Wyoming Surplus Property.

Amount \$ _____ From: _____ To: _____

5. DOCUMENTATION: 1 Originals (4) four copies

RECEIVED AND APPROVED AS
TO FORM ONLY BY THE
LARAMIE COUNTY ATTORNEY

<u>Commissioner</u>	<u>Clerks Use Only:</u>	<u>Signatures</u>
Humphrey _____		Co Attny _____
Woodhouse _____		Assist Co Attny _____
Thompson _____		Grants Manager _____
Action _____		Outside Agency _____
Postponed/Tabled _____		

MATTHEW H. MEAD
GOVERNOR

State of Wyoming Wyoming Surplus Property

Department of Administration and Information
General Services Division

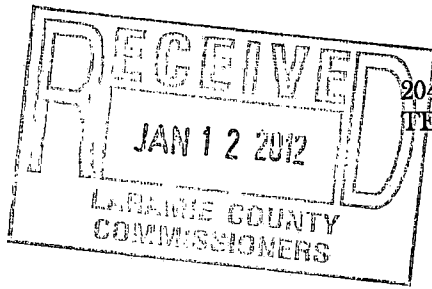
2045 WESTLAND ROAD - CHEYENNE, WY 82002

TELEPHONE: 307-777-7901 FAX: 307-634-5710

Gayleen.Wyant@wyo.gov



CHRISTOPHER BOSWELL
DIRECTOR



January 6, 2012

To All City, Town and County Directors and Administrators:

It's time again to update your contact information using the enclosed "Resolution Form". I would like to ask that you have at least three staff members within your agency that will be responsible for signature authority in order for your agency to come and shop at Surplus Property. Please send back by US Mail promptly the completed **original signed** form to Surplus Property to be placed in your agency's file. A current resolution needs to be on file before your agency can purchase surplus.

I want to also remind you that the Annual MVMS Vehicle Public Auction in May is held here at Surplus Property every year. All governmental agencies within the state have priority of purchasing these vehicles up to one week prior to auction.

We hope you will use the services offered by Surplus Property. Please give us a call if you have any questions concerning Surplus Property or your surplus property needs. My email address has changed this past year as state agencies are now on Google. Please change to: gayleen.wyant@wyo.gov.

Sincerely,

A handwritten signature in cursive script, appearing to read "Gayleen".

Gayleen Wyant
Surplus Property Manger

120207-14

STATE OF WYOMING
WYOMING SURPLUS PROPERTY


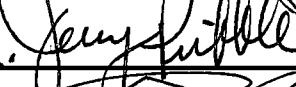

revised January, 2012

2045 Westland Road
Cheyenne, WY 82002-0060
Telephone - 307-777-7901 Email - gayleen.wyant@wyo.gov

"RESOLUTION"


"BE IT RESOLVED BY THE GOVERNING BOARD, OR by the Chief Administrative Officer of those agencies which do not have a governing board, and hereby authorized as our representative(s) to acquire surplus property from WYOMING SURPLUS PROPERTY. Please fill this form out completely and send by US Mail with original signatures back to be put in your agency's file.

(Please Print or Type)

NAME	TITLE	SIGNATURE	Office/Cell Phone
CHRIS WEGNER	BLDG/MAINT. MGR.		633-4341
JERRY PRIBBLE	BLDG/MAINT. SVR.		633-4388
GARY KRANSE	PLANNING DIR.		633-4522

Passed and adopted this 7 day of FEBRUARY 2012, by the governing board of LARAMIE COUNTY with the following vote: a Yes 3 No 0 Absent 0,
(Organization)

I Do Hereby Certify that the foregoing is a full, true, and correct copy of a resolution adopted by the board at a PUBLIC COMMISSIONERS BOARD meeting thereof held at its regular place of meeting at the date by the vote above stated, which resolution is on file in the office of the board.

Signed:  (Clerk of Governing Board)

(Or)

Authorized this 7th day of February 2012,

Title Chairman, Signed: 
(Agency Chief Administrative Officer)

Name of Organization or Agency: Laramie County
Street Address: 309 W. 20th Street Cheyenne, WY 82001
Mailing Address: _____
Telephone: _____
Fax: _____

c: bice
governmy
Dionny

COPY OF RECORD