

**COUNCIL MEETING AGENDA REQUEST FORM**

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**COUNCIL MEETING DATE: April 9, 2019**

**SUBJECT/REASON FOR AGENDA ITEM:**

**Introduction of an ordinance declaring movable property as surplus and not needed for a public purpose and providing for a donation to benefit public safety. 1 (One) 2001 GMC C8500 Fire Truck.**

**(INCLUDE NAME, ADDRESS, PHONE NUMBER)**

**APPROVED BY:** \_\_\_\_\_  
**(COUNCIL MEMBER OR CITY ADMINISTRATION)**

**BELOW TO BE FILLED OUT BY COUNCIL CLERK**

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**DATE RECEIVE** \_\_\_\_\_ **TIME RECEIVED:** \_\_\_\_\_

**COUNCIL CLERK: Tonia Banks**      **AGENDA ITEM NUMBER** \_\_\_\_\_

**APPROVED:** \_\_\_\_\_ **(YES)** \_\_\_\_\_ **(NO)**

**REMARKS:**

**COUNCIL PRESIDENT:** \_\_\_\_\_

**City of Hammond Purchasing Department  
Surplus/Transfer Request Form  
[Use a Separate Form for Different Dispositions]**

<b>I.</b> Department Name: <u>Fire Department</u>	Date: <u>4/2/19</u>
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Approved By: <u>Chief Samuel J. Hodgis</u>	Fax: <u>985-277-5805</u>	Ext.:
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**Requested Disposition:**

Surplus item(s) to City of Hammond Property Control  
 Department wishes to keep item(s) & dismantle for parts to repair like equipment.  
 Transfer tagged property to Natalbany Fire Dept\*  
 New Location: 48026 Galathea Rd. Tickfaw LA 70466

**NOTE: \*IF PROPERTY HAS BEEN MOVED-COMPLETION OF SECTION III IS REQUIRED.**

PROPERTY #	DESCRIPTION OF PROPERTY	LOCATION	CONDITION
<u>2001 Gmc C8500</u>	<u>Fire Truck</u>	<u>Hwy 190</u>	<u>Good</u>

Vin# 1GDP7H1C3YJ526819

**II. THIS SECTION TO BE COMPLETED BY PROPERTY CONTROL STAFF**

Form Received By Property Control	Date:
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To be transported by Physical Plant to PC Surplus  
 To be transferred to another dept as indicated  
 None/Property delivered with form by department  
 Authorization for dept to cannibalize for parts

Authorized By Property Control:	Date:
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**III. ATTENTION: DO NOT SIGN UNTIL ITEMS ARE PICKED UP OR TRANSFERRED**

Released By: <u>[Signature]</u>	Dept Name: <u>Fire Dept.</u>	Date: <u>4/3/19</u>
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Received By: <u>[Signature]</u>	Dept Name: <u>Purchasing</u>	Date: <u>4.4.19</u>
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Completed By: <u>[Signature]</u>	Dept Name: <u>Purchasing</u>	Date: <u>4.4.19</u>
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*Rescue 51*