Baldwin County Commission

Legislation Text

File #: 19-1771, **Version:** 1

Meeting Type: BCC Work Session
Meeting Date: 8/13/2019
Item Status: New
From: Wayne Dyess, County Administrator
Submitted by: Michelle Howard, Administrative Support Specialist

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ITEM TITLE
Donation of Vehicle from the Baldwin County Commission Administration Department to the Baldwin County District Attorney's Office

STAFF RECOMMENDATION
Take the following actions:

1. Approve the donation at no cost of one (1) 2010 Mercury Mariner
   (VIN 4M2CN8BG9AKJ26834 - Asset Number 0008175) from Baldwin County Commission Administration Department (51125) to the Baldwin County District Attorney's Office; and

2. Authorize the Chairman to execute the Fixed Asset Change Form.

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: The District Attorney's office is requesting approval of the donation of a vehicle from Baldwin County Commission Administration Department to the Baldwin County District Attorney's office.

FINANCIAL IMPACT

Total cost of recommendation: N/A

Budget line item(s) to be used: N/A

If this is not a budgeted expenditure, does the recommendation create a need for funding?
N/A

LEGAL IMPACT

Is legal review necessary for this staff recommendation and related documents?
N/A

Reviewed/approved by: N/A

Additional comments: N/A

ADVERTISING REQUIREMENTS

Is advertising required for this recommendation? N/A

If the proof of publication affidavit is not attached, list the reason: N/A

FOLLOW UP IMPLEMENTATION

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: Administration Staff

Action required (list contact persons/addresses if documents are to be mailed or emailed):
Administration Staff have Chairman execute Fixed Asset Change Forms and return to District Attorney's Office.

Additional instructions/notes: N/A