

Total cost of recommendation: Incoming Revenue

Budget line item(s) to be used: Revenue - proceeds from sale of assets in General Fund

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: Makayla Shiver, Finance/Accounting, and Michelle Howard, Commission Executive Assistant.

Finance & Accounting Department to coordinate sale of vehicle. Commission Department to provide specific information as needed.

Action required (list contact persons/addresses if documents are to be mailed or emailed):
Makayla Shiver will coordinate the auctioning of the vehicle thru Govdeals.com.

Michelle Howard will provide required documentation to accounting for the auction and will prepare the vehicle for auction, pick up, and show the vehicle to bidders upon bidder's request at the Baldwin County Commission Office.

Additional instructions/notes: N/A