

COUNCIL MEETING AGENDA REQUEST FORM

COUNCIL MEETING DATE: March 10, 2020

SUBJECT/REASON FOR AGENDA ITEM: _____

Temporarily Alcohol Permit Waiver | Open Container Law Waiver
Other: _____

Please be specific about the reason to be on the agenda.

Introduction of an ordinance declaring movable property as surplus and providing for a donation to benefit public safety. Two (2) Crown Victoria's.

Requested By:

Requested By: Purchasing
NAME: Jana Thurman Soileau
ADDRESS _____
PHONE # _____ CELL PHONE: _____
EMAIL: _____ FAX: _____

Please note that the Hammond City Council meets the Second and Fourth Tuesday of the Month at 5:30pm, 312 East Charles Street, Hammond, LA 70401, All requests have to be submitted to the City Council Clerk by the Wednesday prior of the meeting no later than 4:30pm, All requests can be submitted electronically to banks_tm@hammond.org or fax (985) 277-5611. If you have any questions please call (985) 277-5610

BELOW TO BE FILLED OUT BY COUNCIL CLERK

DATE RECEIVED: _____ TIME RECEIVED: _____

Council Clerk: Tonia Banks Agenda Item Number _____

Approved: _____ (Yes) _____ (No)

Remarks: _____

Carlee Gonzales
Council President

Tonia Banks

Date

To Roseland Police Dept.
 Approved by *Mayer*

Unit # 759

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

I. Department Name: <i>Police</i>		Date: <i>3.4.20</i>	
Approved By: <i>[Signature]</i>	Fax:	Ext.: <i>5750</i>	
Requested Disposition:			
<input type="checkbox"/> Surplus item(s) to City of Hammond Property Control <input type="checkbox"/> Department wishes to keep item(s) & dismantle for parts to repair like equipment. <input checked="" type="checkbox"/> Transfer tagged property to <i>Roseland PD</i> Dept* New Location: _____			
NOTE: *IF PROPERTY HAS BEEN MOVED-COMPLETION OF SECTION III IS REQUIRED.			
PROPERTY #	DESCRIPTION OF PROPERTY	LOCATION	CONDITION
<i>7833</i>	<i>2FAAP71V39X123684 2009 Ford Crown Victoria</i>	<i>Fleet Yard</i>	<i>Good</i>

II. THIS SECTION TO BE COMPLETED BY PROPERTY CONTROL STAFF	
Form Received By Property Control	Date:
<input type="checkbox"/> To be transported by Physical Plant to PC Surplus <input checked="" type="checkbox"/> To be transferred to another dept as indicated <input type="checkbox"/> None/Property delivered with form by department <input type="checkbox"/> Authorization for dept to cannibalize for parts	
Authorized By Property Control:	Date:

III. ATTENTION: DO NOT SIGN UNTIL ITEMS ARE PICKED UP OR TRANSFERRED		
<i>Ofe. Armita Keel</i> Released By:	Dept Name: <i>Police</i>	Date: <i>3.4.20</i>
<i>[Signature]</i> Received By:	Dept Name: <i>Purchasing</i>	Date: <i>3.4.20</i>
Completed By:	Dept Name:	Date:

To Roseland Police Dept.
Approved by Mayor

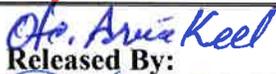
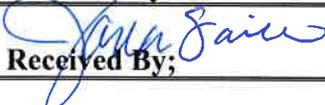
Unit # 740

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

I. Department Name: <u>Police</u>		Date: <u>3.4.20</u>
Approved By: 	Fax:	Ext.: <u>5750</u>
Requested Disposition: <input type="checkbox"/> Surplus item(s) to City of Hammond Property Control <input type="checkbox"/> Department wishes to keep item(s) & dismantle for parts to repair like equipment. <input checked="" type="checkbox"/> Transfer tagged property to <u>Roseland PD</u> Dept* New Location: _____		
NOTE: *IF PROPERTY HAS BEEN MOVED-COMPLETION OF SECTION III IS REQUIRED.		

PROPERTY #	DESCRIPTION OF PROPERTY	LOCATION	CONDITION
<u>7734</u>	<u>2FAFP71V88 x 160980</u> <u>2008 Ford Crown Victoria</u>	<u>Fleet Yard</u>	<u>Good</u>

II. THIS SECTION TO BE COMPLETED BY PROPERTY CONTROL STAFF	
Form Received By Property Control	Date:
<input type="checkbox"/> To be transported by Physical Plant to PC Surplus <input checked="" type="checkbox"/> To be transferred to another dept as indicated <input type="checkbox"/> None/Property delivered with form by department <input type="checkbox"/> Authorization for dept to cannibalize for parts	
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III. ATTENTION: DO NOT SIGN UNTIL ITEMS ARE PICKED UP OR TRANSFERRED		
Released By: 	Dept Name: <u>Police</u>	Date: <u>3.4.20</u>
Received By: 	Dept Name: <u>Purchasing</u>	Date: <u>3.4.20</u>
Completed By:	Dept Name:	Date:



Jana Thurman <thurman_je@hammond.org>

Surplus Units

1 message

Arvie Keel <keel_as@hammond.org>

Wed, Mar 4, 2020 at 2:22 PM

To: Jana Thurman <thurman_je@hammond.org>

Property # 7734 mileage 109080

Property # 7833 mileage 72524

Attached is the other vehicle, mileage is in the condition box (78715)

Arvie Keel

Hammond Police Department

Fleet Coordinator

Office Ph. # 985-277-5729

Cell Ph. # 225-287-3435

keel_as@hammond.org



Surplus Vehicle.pdf

270K