

## Walton County Department Agenda Request

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Department Name: **Facilities/Risk Mgmt.**

Department Head/Representative: **Hank Shirley**

Meeting Date Request: **December 2, 2025**

Has this topic been discussed at past meetings? **Yes**

If so, When? **2/13/2024**

TOPIC: **Donation of previously surplussed vehicle to the BOE**

Wording For Agenda: **Donation of Surplussed Vehicle to the BOE**

This Request: **Informational Purposes Only**

Needs Action by Commissioners\* **Yes**

\*What action are you seeking from the Commissioners? **Requesting permission to donate 2008 Ford F-350 that was originally surplussed at the 2/13/2024 Board meeting from Traffic Operations to the Walton County BOE. Please see the attached original surplus form**

Department Comments/Recommendation:

Additional Documentation Attached? **Yes**

Is review of this request or accompanying documentation by the County Attorney required? **No**

If so, has a copy of the documentation been forwarded to County Attorney? **N/A**

Date forwarded to County Attorney: **N/A**

Has the County Attorney review been completed? **N/A**

If this request involves the expenditure of county funds, please answer the following:

Approved in current budget?

Budget information attached?

Comments:

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Purchasing Department Comments:

County Attorney Comments:

Chairman's Comments:

Walton County Board of Commissioners

Surplus Vehicle/Equipment Notice

Date: 10/31/2008

Department: Traffic Ops Authorized By: Ashley Casan  
(Department Head or Designee Signature)

Year: 2008 Manufacturer: Ford Model: F-350

VIN Number: 1FDNW3L0Y88EC84463 Vehicle/Equipment #: 1000043

Odometer Reading: \_\_\_\_\_ Odometer Working? YES NO

Vehicle Condition:

Interior: Excellent Good Fair Poor

Mechanical: Excellent Good Fair Poor

Comments: \_\_\_\_\_

Current Location of Vehicle: Public Works

WITH ALL OF THE INFORMATION ENTERED, FORWARD ORGINAL FORM TO:

Public Works Designee: J.T. Little (ext. 1414)

Orange fuel key MUST be sent to Risk Mgmt., fuel cards MUST be sent to Finance with a copy of this form, and the tag MUST be sent to the Tax & Tag Office.

Completed form emailed or fax sent to:

Finance Dept. Email: Jennifer.wall@co.walton.ga.us & mpeters@co.walton.ga.us

Risk Management Email: gretchen.thurmond@co.walton.ga.us

Public Works Email: lauren.mitchell@co.walton.ga.us

Date Sent to All Depts. Above: \_\_\_\_\_

Board Action: \_\_\_\_\_ Date: \_\_\_\_\_  
(If Required)

Above Information is Correct:

(Public Works Designee Signature)

(Printed Name)

(Date)

Public Works Keeps Original Form

ENTERED  
1-29-24  
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