AGENDA RESERVATION REQUEST

CITY OF FRANKLIN
BOARD OF PUBLIC WORKS AND SAFETY
Please type or print

Date Submitted:	08/30/16	**Meeting Date:**	09/19/16
Contact Information:			
Requested by:	Chief Dan McElyea		
On Behalf of Organization or Individual:	Fire Department		
Telephone:	346-1220 or 736-3650		
Email address:	dmcelyea@franklin.in.gov		
Mailing Address:	1800 Thornburg Lane		
Describe Request:			
Request to transfer vehicle from the Police Department to the Fire Department.			
List Supporting Documentation Provided:			
Request to Transfer Between Departments Equipment or Vehicles Form			
Who will present the request?			
Name:	Chief Dan McElyea	**Telephone:**	346-1220 or 736-3650

The Franklin Board of Works meets on the 1st and 3rd Monday of each month at 5:15 p.m. in the Council Chambers of City Hall located at 70 E. Monroe Street. In order for an individual and/or agency to be considered for new business on the agenda, this reservation form and supporting documents must be received in the Mayor's office no later than 12:00 p.m. on the Wednesday prior to the Board of Works meeting.

City of Franklin

Request to Transfer between Departments Equipment or Vehicles

Date: 9-19-16 **Department Name:** Fire Department

Description of the Equipment or Vehicle: 2013 Dodge Durango

VIN# 1C4RDJAGXDC551411

Request to Transfer:

Manufacturer: Dodge **Model:** Durango **Year:** 2013

Reason: Both departments are in agreement of the same;

Department Heads Signature: [signature]

Department Heads Printed Name: Chief Dan McElyea

Item Authorized for Transfer by Board of Public Works and Safety: _____

Date: _____

Please submit this completed form along with the BOW reservation form to the Clerk Treasurer's Office. This information is needed to complete the transaction if authorized.