



## **AGENDA MEMORANDUM**

Future Item for the City Council Meeting of April 24, 2018  
Action Item for the City Council Meeting of May 8, 2018

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**DATE:** April 24, 2018

**TO:** Margie C. Rose, City Manager

**FROM:** Mike Markle, Police Chief  
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<b>Lease Vehicles for Police Department</b>
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**CAPTION:**

Motion authorizing a two-year lease agreement for 21 unmarked vehicles with Acme Auto Leasing, LLC, North Haven, Connecticut, via Houston-Galveston Area Council, for the total amount not to exceed \$272,880.

**PURPOSE:**

This item is to approve the lease of 21 unmarked vehicles for the Police Department.

**BACKGROUND AND FINDINGS:**

The Police Department utilizes these vehicles as unmarked vehicles in investigative operations. The vehicles are being leased and not purchased as it is necessary to be able to change out vehicles frequently during the year.

The Police Department has been leasing vehicles for such operations since 2009 through the HGAC agreement.

**ALTERNATIVES:**

No alternatives

**OTHER CONSIDERATIONS:**

Non Applicable

**CONFORMITY TO CITY POLICY:**

This purchase conforms to the City's purchasing policies and procedures and State statutes regulating procurement.

**EMERGENCY / NON-EMERGENCY:**

Non-emergency.

**DEPARTMENTAL CLEARANCES:**

Narcotics/Vice Investigations

**FINANCIAL IMPACT:**

X Operating      ☐ Revenue      ☐ Capital      ☐ Not applicable

<b>Fiscal Year: 2016-2017</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget	\$112,122.85	\$222,880.00	\$335,002.85
Encumbered / Expended Amount	\$31,961.46		\$31,961.46
This item	\$50,000.00	\$222,880.00	\$272,880.00
BALANCE	\$30,161.39	\$0.00	\$30,161.39

Fund(s): General Fund

**Comments:** None

**RECOMMENDATION:**

Staff recommends approval of the motion as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Price Sheet