



CITY OF WAUKESHA

Administration

201 Delafield Street, Waukesha, WI 53188
 Tel: 262.524.3701 fax: 262.524.3899
 www.waukesha-wi.gov

Committee: Finance	Date: 3/13/2018
Common Council Item Number: ID#18-0322	Date: 3/20/2018
Submitted By: Russ Jack, Police Chief	City Administrator Approval: Kevin Lahner, City Administrator KML
Finance Department Review: Rich Abbott, Finance Director RA	City Attorney's Office Review: Brian Running, City Attorney BER
Subject: Review and Act on a request to amend the 2018 Police Department CIP for an undercover vehicle and authorize the use of informal bidding for these vehicles going forward. The vehicle is not to exceed \$8,000.	

Details:
 The Police department has been using seized vehicles as undercover vehicles. With the shift in types of seizures, there has not been the assets available to use. This brought the need to purchase a used vehicle. The car to be replaced has over 250,000 miles on it. It is anticipated that we would need to start replacing the fleet on a 1 car a year basis based on whether or not we are able to seize a vehicle or not. It is determined that the vehicles would be between \$6,000-\$8,000.

Options & Alternatives:
 Option 1 – Approve the Budget Amendment (Recommended by Finance Director)
 Option 2 – Leasing a vehicle was explored, but not considered cost effective.

Financial Remarks:
 The accounts to be used are listed below. There were tax levy funds available for carryover in the 2017 budget to cover the cost of the used vehicle.
 0430.4305.49220 Transfer in from Special Revenue – (3,500)
 0430.4305.49990 Appropriated Fund Balance – (4,500)
 0430.4310.68110 Automobiles – 8,000
 0817.2148.89240 Transfer to Capital Projects – Fleet from Asset Forfeiture – 3,500

Executive Recommendation:
 The City Administrator recommends amending the budget.

