

## Town of Windsor

### Memorandum

March 14, 2023

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**TO:** The Honorable Mayor and Town Council

**FROM:** William G. Saunders, IV, Town Manager

WGS IV

**SUBJECT:** Police Vehicle Acquisition Resolution

#### Background

The acquisition of two (2) new police vehicles through the Virginia ARPA Law Enforcement Equipment Grant Program.

#### Specifics

The Commonwealth of Virginia has initiated a special Law Enforcement Grant from unspent ARPA funds. The Town of Windsor qualifies for \$153,000 for the purchase of appropriate equipment that can have the effect of suppressing violent crime in the community. The equipment planned for purchase needs to be submitted to the Commonwealth by March 24, 2023 and final approval of the plan will be received May 11, 2023. Standard law enforcement vehicles are listed in the grant materials as allowable equipment.

In recent practice, lease-purchase agreements have been utilized in order to acquire multiple police vehicles in a single year, which spreads the cost over multiple years. In the latest transaction, two police vehicles were acquired in FY21 with one installment paid in June of FY22, with a second due in June of FY23. This transaction cost \$3,000 in fees to VML Finance and \$1,028 in interest to the lender.

The lease-purchase transactions have their place, but with the purchase of only two vehicles every other year; there is not much economy of scale and the fees and interest seem costly. During the creation of the FY23 budget, it was decided that for the foreseeable future; police vehicles will be paid for as we go, at one per year.

The \$45,000 programmed in the FY23 Capital Improvement Plan and budget is for the lease-purchase installment due in June of FY23; not for a new vehicle. The programming of these vehicles with unappropriated funds will qualify us for the grant opportunity, as well as aid us in breaking out of the lease-purchase cycle.

The first vehicle, a 2023 Ford Expedition #NT236180, is currently in stock and on hold. It was one of a lot purchased under state contract by the City of Chesapeake, of which they did not take

delivery. This vehicle would replace the Chief's 2017 Chevrolet Tahoe. The total cost of the vehicle purchase, plus the outfitting of the vehicle, is \$64,391.09.

The second vehicle is planned to be an F-150, which has not been delivered to the dealer as of yet. It is our intention to come back before Council for purchase authorization of the second vehicle once specifics are available.

The purchase of these vehicles is recommended to be made from unappropriated ARPA funds until such time as they are reimbursed by the grant.

**Recommended Action**

Move that Council adopt the resolution entitled:

A Resolution Appropriating The Sum Of \$64,391.09 From The American Rescue Plan Act Unappropriated Fund Balance Of The General Fund And Approving A Budget Amendment For Fiscal Year 2023 For The Purchase And Outfitting Of A 2023 Ford Expedition Police Vehicle.

**Resolution**

A Resolution Appropriating The Sum Of \$64,391.09 From The American Rescue Plan Act Unappropriated Fund Balance Of The General Fund And Approving A Budget Amendment For Fiscal Year 2023 For The Purchase And Outfitting Of A 2023 Ford Expedition Police Vehicle.

**WHEREAS**, one of the Town police vehicles, a 2017 Chevrolet Tahoe, is due for replacement and a suitable replacement is currently available; and

**WHEREAS**, the Town qualifies for American Rescue Plan Act Police Equipment Grant funds from the Commonwealth of Virginia to replace the police vehicle and reimburse the purchase and outfitting costs; and

**WHEREAS**, these funds shall be appropriated from American Rescue Plan Act Fiscal Year 2023 Unappropriated Fund Balance in the General Fund Operating Budget to purchase and outfit a 2023 Ford Expedition police vehicle.

**NOW, THEREFORE BE IT RESOLVED** by the Council of the Town of Windsor, Virginia as follows:

Section 1. That the sum of \$64,391.09 be appropriated from ARPA Fiscal Year 2023 Unappropriated Fund Balance in the General Fund Operating Budget to purchase and outfit a 2023 Ford Expedition police vehicle; and

Section 2. That the General Fund Operating Budget for the Fiscal Year 2023 be amended to include these funds in the Police Department expense line item Equipment.

Section 3. That these actions are being undertaken in order to qualify for reimbursement by the American Rescue Act Police Equipment Grant funds from the Commonwealth of Virginia.

Section 4. This resolution shall be in effect on and after its adoption.

Adopted: March 14, 2023

TESTE:

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Town Clerk