



## MEMORANDUM

**To:** Mr. Billy Peppers, City Manager  
**From:** Mark J. Mitchell, Chief of Police  
**Date:** May 25, 2016  
**Ref:** Council Agenda Item

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Please accept this memorandum as an official request to place the below information on the Council Agenda for the meeting scheduled for **Thursday, June 2, 2016:**

As you know, I would like to request permission from Council to surplus the department's two (2) aging Harley Davidson Motorcycles along with the Explorer golf cart on GovDeals.com. With that said, I have directed our Operations Bureau Commander to obtain the fair market value of the motors / golf cart and to take pictures of the equipment in order to be ready to list the items if Council approves the request.

If you have any questions in regard to this request, please give me a call.

A handwritten signature in blue ink, appearing to read "Mark J. Mitchell", is written over a horizontal line.

Mark J. Mitchell  
Chief of Police