



**FLEET MAINTENANCE DEPARTMENT**  
**City of Kingsport**

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**To:** Nikisha Eichmann  
**From:** Steve Leonard, Fleet Manager  
**Date:** July 19, 2023  
**Re:** Trade-in allowance for vehicle #1944

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Nikisha,

It is my recommendation that the city reject the trade-in allowance for vehicle #1944. The City utilizes the trade-in vehicles until their replacement vehicles arrive. Since the production time for this replacement was prolonged, this vehicle has been used longer than usual. It is now having mechanical and electrical issues that is not cost effective to repair in order to accept the trade-in offer amount. I plan to have it declared as surplus and place it on GovDeals to dispose of it.

Thank you. If you have any questions please contact me.

Steve Leonard  
Fleet Manager

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