



## KITTTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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“Building Partnerships – Building Communities”

### STAFF REPORT

**AGENDA DATE:** October 17, 2017

**ACTION REQUESTED:** Request to Approve Lease Agreement with LEAF Capital Funding, LLC for Copy Machine

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**BACKGROUND:** At the July 10, 2017 CDS Study Session, staff discussed the proposed copy machine lease with the Board of Commissioners after collecting several bids for similar copy machines. The current lease for the existing machine expires on October 31, 2017. The proposed lease would provide for a new copy machine on November 1, 2017.

**INTERACTION:** CDS, Board of County Commissioners

**ATTACHMENTS:** Proposed lease agreement with LEAF Capital Funding, LLC for a new copy machine.

#### STAFF

**RECOMMENDATION:** CDS Director requests Board of County Commissioners approval for the lease agreement.

**HANLDING:** Presentation to the Board by Kittitas County Community Development Services.

**RESPONSIBLE STAFF:** Dan Carlson, AICP, Community Development Services Director