



June 4, 2024

**Keith Horner**, Superintendent  
**Maria Rellinger**, Treasurer/CFO  
**Nicholas Sammetinger**, High School Principal  
**Tara Shepherd**, Adult Education Director

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Mayor Sharetta Smith  
City of Lima  
50 Town Square  
Lima, Ohio 45801

Dear Mayor Smith,

On behalf of Apollo Career Center and the Apollo Police Academy I am writing to express our gratitude for the potential donation of police cruiser to our institution. We are sincerely thankful for the City of Lima's commitment to supporting the training and development of law enforcement professionals and enhancing community safety.

In light of our ongoing efforts to improve, we are reaching out to formally request a donation of four cruisers from the City of Lima (CAR 20, CAR 34, CAR 43, AND CAR-58) These vehicles are crucial for training future law enforcement peace officers, increasing patrol efficiency, and improving response times, which aligns with our shared commitment to enhancing public safety and community well-being.

We understand that such a request is significant, and we greatly appreciate your consideration. The addition of these cruisers would not only bolster our capacity to serve the community but also support the City's overarching goals having a highly trained and effective police department.

Should you need any further information or wish to discuss this request in more detail, please feel free to contact me at 419-998-2972 or via email at [tara.shepherd@apollocc.org](mailto:tara.shepherd@apollocc.org). We are hopeful for a positive response and look forward to the possibility of collaborating with the City of Lima to make a meaningful impact.

Sincerely,

A handwritten signature in black ink that reads "Tara Shepherd".

Tara Shepherd  
Apollo Career Center  
Director of Adult Education