

RESOLUTION NO. 58

RESOLUTION TO ADOPT CITY-OWNED VEHICLE USE POLICIES

TO ADOPT POLICIES TO CLARIFY PROCEDURES RELATING TO THE USE OF
CITY-OWNED VEHICLES FOR THE TOWN OF MT. CARMEL

WHEREAS, in certain circumstances it is beneficial to the City and to the public that vehicles owned or leased by the City be used by employees for commuting to assist in scheduling, response time, manning, storage, and to prevent vandalism of such vehicles in the various city offices and departments; and

WHEREAS, the Internal Revenue Service (IRS) requires certain affirmative policies by local governments to enable recordkeeping and valuation rules be utilized.

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen of the Town of Mt. Carmel, that:

SECTION 1. Employees and officials of the Town of Mt. Carmel are prohibited from using city-owned vehicles for personal use, except for commuting when authorized to do so by the Board of Mayor and Aldermen or the Public Utilities Board or a designated official for bona fide noncompensatory reasons in the conduct of city business and for de minimis personal use, such as stops for meals taken in the course of employment or on the way to and from home that does not materially increase the number of miles a vehicle is driven.

SECTION 2. City vehicles shall be used for official City business and shall be made available for use in connection with City business.

SECTION 3. City-owned vehicles not being used for commuting purposes or after normal business shall be secured on City-owned property unless temporarily located elsewhere, such as for maintenance.

This Resolution shall take effect upon adoption, the general welfare requiring it. The City Recorder shall transmit a copy of this resolution to all City employees for immediate implementation.

Dated this 22nd day of March, 1990.

APPROVED:

Ronnie S. Davis
Mayor

Michael A. Faulk
MICHAEL A. FAULK
City Attorney

ATTEST:

Rita Jones
Recorder