

RESOLUTION 90-03

TO ADOPT POLICIES TO CLARIFY PROCEDURES RELATING
TO THE USE OF CITY-OWNED VEHICLES FOR THE CITY OF BELLE
MEADE

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) required certain affirmative policies by local governments to enable record keeping and valuation rules be utilized.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the City of Belle Meade;

SECTION 1. Employees and officials of the City of Belle Meade are prohibited from using city-owned vehicles for personal use, except for commuting when authorized to do so by the Commissioners 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 Manager shall transmit a copy of this resolution to all City employees for immediate implementation.

DATE OF ADOPTION:

2/21/90



Mayor T. Scott Fillebrown



City Recorder Joan B. Coode