

Board of County Commissioners Leon County, Florida

Policy No. 08-2

Title: Vehicle Assignments

Date Adopted: May 22, 2012

Effective Date: May 22, 2012

Reference: Ch. 112.061, Florida Statutes

Policy Superseded: Policy No. 03-13 "Vehicle Assignments", adopted June 10, 2003;
Policy No. 08-2 "Vehicle Assignments", adopted
October 14, 2008

It shall be the policy of the Board of County Commissioners of Leon County, Florida that Policy No. 08-2, adopted by the Board of County Commissioners on October 14, 2008, is hereby amended, and a revised policy is hereby adopted in its place, to wit:

This policy shall govern the assignment of County take-home vehicles, the authorization of car allowances, and the authorization of one-time employee pay adjustments for car allowances.

Take-home Vehicle Assignment

An overnight vehicle assignment shall be made only when it is found to contribute significantly to the efficiency and effectiveness of Leon County, is cost effective on its own merit, and is in the best interest of the citizens of Leon County. The County may allow take-home vehicles for on-call and stand-by personnel. However, all vehicle assignments shall be approved by the County Administrator

Car Allowances

In lieu of providing County vehicles, the County Administrator may authorize annual car allowances of \$3,500 for employees based on job usage requirement or \$2,925 for employment enhancement.

The County Administrator may authorize employee base pay adjustments in lieu of a take-home vehicle or car allowance.