

**ORDINANCE NO. \_\_\_\_\_**

**An Ordinance to Amend Ordinance #11-5247 to Delete Mileage Reimbursement for Take Home Vehicles**

**BE IT ORDAINED** by the City Council of Hammond, Louisiana, that:

1. Hammond Ordinance #11-5247 is amended and Policies and Procedures Rule VI-15 (N), Vehicles is amended to read in its entirety as follows (revised text highlighted):

+++++

**Rule VI-15 Vehicles**

...

- N. Take-Home Vehicles and Reimbursement. Department Heads may assign vehicles under departmental policy rules as “take-home” vehicles wherein the employee is allowed to use, at the employee’s option, the vehicle to commute to and from work and for other purposes specific for public service or for performance of the employee’s duty. It is expressly prohibited for use of any city vehicle or equipment beyond the assigned scope of employment and any such use will be considered a Class Three violation of this Policy. Acceptable uses shall be (1) travel to and from scheduled work; (2) travel to and from assigned duty, including any detail assignments; (3) travel to and from approved training sessions; (4) travel to and from departmental meetings; (5) to and from court proceedings where the employee has been subpoenaed to testify; or (6) other travel approved by the department head.

The employee may choose whether or not to accept the take-home vehicle. Should the employee decline the vehicle, the declination may not be rescinded for a period of ninety (90) days from the date of declination.

Should the employee choose to use the assigned vehicle as a “take-home” vehicle, there shall be no mileage reimbursement charged to the employee.

The Mayor is the final authority on all “take home” vehicle decisions.

+++++

The above and foregoing ordinance having been duly submitted to the Hammond City Council in writing; introduced at a public meeting on January 20, 2015 of the Hammond City Council and discussed at a public meeting held on \_\_\_\_\_, 2015; after motion and second was submitted to the official vote of the Hammond City Council.

On motion by \_\_\_\_\_ and a Second by \_\_\_\_\_ the foregoing ordinance was hereby declared adopted on \_\_\_\_\_, 2015, by the following roll call vote:

Votes: Johnny Blount ( ) Jason Hood ( ) Janice Carter Beard ( ) Lemar Marshall ( ) Mike Williams ( ) Motion carried approved.

WHEREFORE the above and foregoing ordinance was declared duly adopted on this \_\_\_\_\_ day of \_\_\_\_\_, in the year 2015, at Hammond, Tangipahoa Parish, Louisiana.

\_\_\_\_\_  
Mike Williams  
President, Hammond City Council

\_\_\_\_\_  
Honorable Pete Panepinto  
Mayor, City of Hammond

\_\_\_\_\_  
Whitney Statham, Clerk  
Hammond City Council