



# Baldwin County Commission

## Legislation Text

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**File #:** 20-0575, **Version:** 1

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**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 1/21/2020

**Item Status:** New

**From:** Wayne Dyess, County Administrator

**Submitted by:** Victoria Key, Administrative Support Specialist

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### ITEM TITLE

Revision to County Take Home Vehicles List - January 2020

### STAFF RECOMMENDATION

Approve the attached "County Take Home Vehicle List - January 2020" of the county employees and officers who drive County vehicles home as identified in the report.

The total number of Baldwin County Commission departmental staff driving public taxpayer owned County vehicles is 169.

### BACKGROUND INFORMATION

**Previous Commission action/date:** December 17, 2019

**Background:** An employee at the Animal Shelter was inadvertently left off the Take Home Vehicle List, which was approved by the Commission on December 17, 2019. By approving the revised list, staff will be able to provide to the Clerk Treasurer, an accurate list of employees for tax purposes.

Baldwin County Commission Policy #2.9, provides that in December of each year, the County Administrator shall present a current list of employees who drive County owned vehicles assigned to the Baldwin County Commission. The County Administrator has collected data on all vehicles assigned to Department Directors, Elected Officials and Staff. These vehicles are further defined by the number of vehicles driven home (and by whom) in order for the Baldwin County Commission to review and approve.

### FINANCIAL IMPACT

**Total cost of recommendation:** N/A

**Budget line item(s) to be used:** N/A

**If this is not a budgeted expenditure, does the recommendation create a need for funding?** N/A

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**LEGAL IMPACT**

Is legal review necessary for this staff recommendation and related documents?

N/A

Reviewed/approved by: N/A

Additional comments: N/A

**ADVERTISING REQUIREMENTS**

Is advertising required for this recommendation? N/A

If the proof of publication affidavit is not attached, list the reason: N/A

**FOLLOW UP IMPLEMENTATION**

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: Victoria Key, Administrative Support Specialist - Email approved list to Cian Harrison, Clerk Treasurer, cc: Administration Staff.

Action required (list contact persons/addresses if documents are to be mailed or emailed): N/A

Additional instructions/notes: N/A