MEMORANDUM

To: Ted Smith, Chair of TARC Board of Directors

From: Ozzy Gibson, Interim Executive Director

Date: April 24, 2024

Re: Amendment to Resolution 2021-20–Amend and Readopt Company Car Policy (Car Policy)

The Company Vehicle Policy deals with employees who use a vehicle, other than a bus, during normal business hours as part of their job duties and those employees who are assigned take-home vehicles who can immediately respond to emergencies.

The policy amends the most recent policy by placing limitations on the distance that can be traveled in a company vehicle for personal uses, prohibiting smoking in such vehicles and prohibiting pets.

As part of this combined policy, TARC seeks to keep in place the provision of company cars for commuting and personal use for the Executive Director, Chief Operating Officer, Director of Maintenance, Director of Safety and Security, Assistant Director of Safety and Security and Director of Transportation to allow them to quickly respond to any emergency situation that may arise. However, in order to have a company car for commuting and personal use, these employees must additionally sign the TARC Company Car for Commuting and Personal Use Liability Agreement, a copy of which is hereby attached.

Please call me at 561-5100 if you have any questions. Thank you.

Amendment to RESOLUTION 2021-20
Amend and Readopt Car Policy

A Resolution amending and readopting the Transit Authority of River City (TARC) Company Car Policy (Car Policy).

WHEREAS, TARC's most recent Company Car Policies have been in effect since 2021; and

WHEREAS, TARC had a policy for using vehicles, other than buses, during normal business hours as part of one's job duties, and had a policy for take home vehicles for those employees who were on call to immediately respond to an emergency; and

WHEREAS, TARC seeks to amend the policy regarding to limit travel distance in company vehicles for personal use, from Louisville, Jefferson County prohibiting smoking, and prohibiting pets in such vehicle.

NOW THEREFORE, THE BOARD OF DIRECTORS OF THE TRANSIT AUTHORITY OF RIVER CITY HEREBY RESOLVE THAT:

(A) TARC hereby amends and readopts the attached Vehicle Policy.

(B) This amendment and re-adoption of the Vehicle Policy goes into effect immediately and applies to all employees, including the Executive Director.

ADOPTED THIS 24th DAY OF APRIL, 2024

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Ted R. Smith, Board Chair