

A RESOLUTION NO. 12-67

Authorizing the City Manager to implement an administrative policy governing the procurement, management, and use of cellular telephones and personal communication devices that are issued by the City to authorized employees.

WHEREAS, there is currently no written policy governing the procurement and usage of cellular telephones or personal communication devices provided by the City; and

WHEREAS, the new policy regulates the assignment, procurement, safety, security, loss or damage, and acceptable usage of City issued cellular telephones and personal communication devices (including smartphones, tablets, and mobile hotspots).

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF COLONIAL HEIGHTS:

1. That Thomas L. Mattis, City Manager, be, and is hereby, authorized to implement an administrative policy regulating City issued cellular telephones and personal communication devices, as outlined in the copy of the policy which is attached hereto and made a part of this resolution.

2. That this resolution shall be in full force and effect upon its passage.

Approved:

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

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I certify that the above resolution was:

Adopted on \_\_\_\_\_.

Ayes: \_\_\_\_\_. Nays: \_\_\_\_\_. Absent: \_\_\_\_\_. Abstain: \_\_\_\_\_.

The Honorable Milton E. Freeland, Jr., Councilman: \_\_\_\_\_.

The Honorable Kenneth B. Frenier, Councilman: \_\_\_\_\_.

The Honorable W. Joe Green, Jr., Councilman: \_\_\_\_\_.

The Honorable Elizabeth G. Luck, Vice Mayor: \_\_\_\_\_.

The Honorable John T. Wood, Councilman: \_\_\_\_\_.

The Honorable Diane H. Yates, Councilwoman: \_\_\_\_\_.

The Honorable C. Scott Davis, Mayor: \_\_\_\_\_.

\_\_\_\_\_

City Clerk

Approved as to form:

\_\_\_\_\_

City Attorney