



# Taylor County

## Board of County Commissioners'

### Policy Manual

1.02

Policy #:	Title:	Effective Date:
2008-17	County Commission Utilization of Resources and Commitment of Staff Time	11/03/08

#### PURPOSE

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Establish policy regarding the County Commissioners requesting project commitment of the County Administrator's or the Administrator's Staff time or the County Attorney

#### REFERENCE

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Florida Statute, Chapter 125; Taylor County Code of Ordinances, Chapter 2, Section 2-64

#### POLICY

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It is the policy of the Board of County Commissioners that the utilization of County resources and staff shall be authorized only for projects that serve a paramount public purpose for Taylor County and no new projects shall be assigned or requested of County staff unless approved and prioritized by at least three (3) votes of the County Commission to do so.

All routine requests for information, requests, and maintenance are to be routed through the County Administrator or for legal matters, through the County Attorney. Any request that doesn't go through the County Administrator or the County Attorney will not be processed.

#### RESPONSIBLE DEPARTMENT

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Board of County Commissioners

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**Sunset Date: 11/03/13**