

**Board of County Commissioners**  
**Leon County, Florida**

**Policy No. 93-15**

Title: Departments Having Matters to be Presented to the Board of County Commissioners

Date Adopted: January 12, 1993

Effective Date: January 12, 1993

Reference: N/A

Policy Superseded: Policy No. 75-8, "County Departments Having Matters to be Presented to the Board of County Commissioners," 4/15/75

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It shall be the policy of the Board of County Commissioners of Leon County, Florida, that:

Policy No. 75-8, adopted by the Board of County Commissioners on April 15, 1975, is hereby repealed and superseded, and a new policy is hereby adopted in its place, to wit:

County departments having matters to be presented to the Board of County Commissioners shall coordinate such matters with the County Administrator for full investigation of the request or other business prior to presentation to the Board. The County Administrator is authorized to issue guidelines for the submission of such items for agenda action and shall be responsible for the coordination of all implementation of the County's directives pursuant to discussion of these matters.