

## COMMISSION POLICY

## POLICY #9.9

**SUBJECT:** Dirt Road Paving Project Approval and Prioritization Policy

**DATE ADOPTED**  
February 19, 2008

**PAGE (BCC MINUTES)**  
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**OBSOLETE VERSIONS** *(Can be found in the Inactive Policy Book.)*  
**DATE ADOPTED** **PAGE (BCC MINUTES)**  
August 20, 2002 Book 30, pg. 286

*NOTE: (CHARACTERISTICS OF A GOOD POLICY AND PROCEDURE DOCUMENT) -- A policy is typically a document that outlines specific requirements or rules that must be met. The overall goal is to write policies that are clear, concise and in simple language. If you use an acronym, spell it out the first time you use it.*

### **POLICY STATEMENT**

This policy will establish and maintain a system of setting up and approving Dirt Road Paving projects for the Baldwin County Commission and enable the Highway Department to maintain organization, efficiency and accountability.

### **PROCEDURAL REQUIREMENT**

In order to carry out this policy, the following steps must be taken:

1. Each year at regular budget, the Baldwin County Commission will approve and fund a list of Dirt Road Paving projects submitted by the Highway Department for the upcoming fiscal year. The Commission will also approve a list of projects submitted for the next fiscal year; however, these projects will **not** be funded at this time.
2. The list of projects will be broken out by area and ranked by their priority. This will be the Highway Department's official Dirt Road Paving priority list and no project will be added or removed unless approved by the County Commission. The County Commission and Highway Department will always know what its priorities are for the current fiscal year and the next fiscal year.
3. The dirt road paving projects may be determined by using a combination of factors such as traffic counts, maintenance issues, school bus routes, environmental issues, number of houses, right-of-way availability, etc.