

Oct - 8 - 1991 - Besse - 128  
ADMINISTRATIVE ORDER 91 - 11

OF THE  
JEFFERSON COUNTY COMMISSION

Pursuant to the authority vested in the Jefferson County Commission by law the following Administrative Order is hereby issued:

PURPOSE

TO ESTABLISH THE POLICY AND PROCEDURES FOR  
VALIDATION OF PARKING DECK TICKETS.

(1) POLICY.

It shall be the policy of the Jefferson County Commission that a uniform policy be applied regarding entitlement to free parking in the courthouse parking deck.

(2) PARKING CHARGE - EXEMPTION

All users of the courthouse parking decks in Birmingham and Bessemer shall pay the parking deck charge as established by the County Commission except as provided herein below.

The following are hereby authorized to park free in the courthouse parking deck while conducting county business therein relating to their county employment or county responsibilities:

1. County employees whose work station is outside of the courthouse complex.

2. Individuals currently serving without compensation on County Boards or Commissions or other organizations who are elected or appointed thereto by the Jefferson County Commission. The foregoing includes the following:

- Board of Education
- Planning and Zoning Commission
- Board of Adjustments and Appeals
- Inspection Services Boards - Plumbing, Electrical, Gas, etc.

3. Individuals attending a meeting or conference with the County Commission or department heads or other county officials at the request of such county official and for the benefit of the county.

4. Federal or State officials or employees (not housed in the courthouse complex) while inquiring or conferring about county business.

The foregoing shall not include sales persons or other sales oriented individuals seeking business with the county or architects, attorneys, engineers or other consultants under contract with the county or seeking such contract with the County.

(3) PROCEDURE.

The Director of Building Services shall issue to each County Commissioner a parking deck ticket validation stamp. Each County Commissioner shall be responsible for safekeeping and use of the validation stamp in accordance with this Administrative Order. For the Bessemer Courthouse parking deck, the validation stamp shall be issued to the Security personnel for safekeeping and use in accordance with this Administrative Order. To be valid, the

parking deck ticket must bear the imprint of the validation stamp and be completed with the authorized signature of the County Commissioner and the name and purpose of the individual to whom the validation is given.

ORDERED at the County Courthouse, Jefferson County, Alabama, to be effective on October 8, 1991.

  
Mary M. Buckelew  
President  
Jefferson County Commission

**APPROVED AT**  
**BESSEMER COMMISSION MEETING**  
DATE Oct 8, 1991  
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