

Town of Ponce Inlet  
Boards & Committees  
Annual Training Packet  
Index

AGENDA ITEM # 7B

| Section  | Document Name/title   |
|----------|---|
| I        | Robert's Rules of Order & Motions (5 pgs)   |
| II       | Formal Quasi-judicial Hearings (3 pgs)  |
| III      | FL Sunshine Law – As it pertains to Board & Committee members (1 pg)  |
| IV       | FL Sunshine Law – Refresher training as provided by Attorney Cliff Shepard (Jan 2014)                                   |
| V        | FL Sunshine Law in a “Nutshell”   |
| VI       | FL Sunshine Law – FS 286 (entire Statute)   |
| VII      | FL Sunshine Laws, Public Records, and Code of Ethics  |
| Addendum | FS Chapter 162 – County or Municipal Code Enforcement <i>(Addendum is only contained in CEB &amp; Attorney packets)</i> |

**Disclaimer:**

*The information contained herein is provided as a **Guide**; it is not intended to be all-inclusive. Always refer to the appropriate State Statute or contact Town staff if ever a question arises.*

**Approval(s):**

- 12/2014 – Contents reviewed and approved by Attorney Andrew Hand, Town Attorney's office
- 9/2015 – Contents reviewed and approved by Jeaneen Witt, Town Manager

***In order to conserve resources, only this Title page is included in the main Agenda packet; the entire training packet is included in the meeting packet.***

/ph