

**AGENDA
TOWN OF LAKE CLARKE SHORES
CODE ENFORCEMENT BOARD ORIENTATION WORKSHOP
JANUARY 25, 2023 6:00 P.M.**

1. Call to Order

2. Roll Call

Paul Hughes, Chair
Gerard Sanchez, Vice Chair
Ariel Hernandez, Board Member
Deb Moody, Board Member
Wesley Cook, Board Member
Taylor Materio, Board Member
Kristin A. Vara, Board Member

3. Pledge of Allegiance

4. Approval of Agenda

5. Presentation by the Town Attorney

- A. Board Hearing Procedure and Motions
- B. Robert's Rules of Order
- C. Ethics
- D. Sunshine Law
- E. Public Records Law

6. Board Discussion and Questions

7. Adjournment

Notice: If an individual decides to appeal any decision made by the Code Enforcement Board with respect to this meeting, they will need a record of the proceedings and for this purpose, they need to ensure that a verbatim record of the proceedings is made (F.S. 286.0105), which record includes the testimony and evidence upon which the appeal is to be based. The Town of Lake Clarke Shores does not prepare or provide such verbatim record. Pursuant to the provisions of the Americans with Disabilities Act (ADA), any person requiring special accommodations to participate in this meeting, should advise the Town at least two (2) calendar days before the meeting by contacting Emilie Pearson at (561) 964-1515 ext. 1008.