

**2019 Institute for Elected Municipal Officials Tentative Agenda
January 25-27, 2019 Jacksonville Marriott**

Friday, January 25, 2019

8:00 a.m. - 8:30 a.m.	Registration/Continental Breakfast
8:30 a.m. - 9:00 a.m.	Introduction and Overview
9:00 a.m. - 12:00 p.m.	Structure and Function of Municipal Government in Florida
10:15 a.m.	Refreshment Break
12:00 p.m. -12:30 p.m.	Public Officials' Liability
12:30 p.m. - 1:30 p.m.	Group Lunch
1:30 p.m. – 5:00 p.m.	Effective Council Techniques
3:00 p.m.	Refreshment Break
5:00 p.m.	Adjourn for the day

Saturday, January 26, 2019

7:30 a.m.	Continental Breakfast
8:00 a.m. - 11:30 a.m.	Taxes and Other Sources of Revenue
9:45 a.m.	Refreshment Break
11:30 a.m. - 1:00 p.m.	Lunch on your own
1:00 p.m. - 5:00 p.m.	Budgeting and Accounting
2:30 p.m.	Refreshment Break
5:00 p.m.	Adjourn for the day

Sunday, January 27, 2019

7:30 a.m.	Continental Breakfast
8:00 a.m. – 9:45 a.m.	Understanding Intergovernmental Relationships in Florida
9:45 a.m.	Refreshment Break
10:00 a.m. - 12:00 p.m.	Florida's Ethics Law
12:00 p.m. - 1:00 p.m.	Group Lunch
1:00 p.m. - 3:00 p.m.	How to Comply with Public Meetings and Public Records Laws
3:00 p.m.	Program concludes