



**HISTORIC TOWN OF EATONVILLE  
EATONVILLE, FLORIDA  
TOWN COUNCIL WORKSHOP  
JULY 21, 2025, AT 6:30 PM**

**Cover Sheet**

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**\*\*NOTE\*\*** Please do not change the formatting of this document (font style, size, paragraph spacing etc.)

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**ITEM TITLE:** Discussion of the Democratic Process Pertaining Meetings, Agenda Items, and Proper Governance of Meetings to Include Best Practices (**Administration/Legal**)

**TOWN COUNCIL ACTION:**

|                                                         |     |                                                                                                                     |
|---------------------------------------------------------|-----|---------------------------------------------------------------------------------------------------------------------|
| <b>PROCLAMATIONS,<br/>AWARDS, AND<br/>PRESENTATIONS</b> |     | <b>Department:</b> ADMINISTRATION/LEGAL<br><br><b>Exhibits:</b> <ul style="list-style-type: none"><li>N/A</li></ul> |
| <b>INTRODUCTIONS</b>                                    |     |                                                                                                                     |
| <b>CONSENT AGENDA</b>                                   |     |                                                                                                                     |
| <b>COUNCIL DISCUSSION</b>                               | YES |                                                                                                                     |
| <b>ADMINISTRATIVE</b>                                   |     |                                                                                                                     |

**REQUEST:** Request Discussion of the Democratic Process Pertaining Meetings, Agenda Items, and Proper Governance of Meetings to Include Best Practices.

**SUMMARY:** The purpose of this discussion item is for general counsel to educate the town council on the democratic process as it pertains meetings, agenda items, and proper governance of meetings to include best practices.

**RECOMMENDATION:** Recommend Discussion of the Democratic Process Pertaining Meetings, Agenda Items, and Proper Governance of Meetings to Include Best Practices.

**FISCAL & EFFICIENCY DATA:** N/A