

Balmer, Shannon

From: Wade Vose <wvose@voselaw.com>
Sent: Monday, April 1, 2019 2:40 PM
To: Denise C. May
Subject: Re: [Loggovtopics] Suggestions for Study Materials/Study Plan for CCLG Certification Exam

Denise — When it finally came down to it (I ended up having to defer taking the exam until 2018 because of an illness in the family), I used a subset of this list, and I believe it worked out quite well.

My primary resource was the CCLG Cert. Review Course written materials. Note I said the written materials — the class itself is way too general to give you what you need, but listening once wouldn't hurt for an overview. Review all of the written materials until you feel like you know them cold, cold, cold. The written materials are now an excellent resource in my practice.

In addition, the advice I had received from others was completely true — reviewing at least the last 4 years of the Florida Municipal Law Reporter was essential. So many of the fact patterns seemed to be pulled right from the cases. Note that I didn't read every case in the past 3-4 years, but I went through all of the reported cases, starred the ones that seemed to me like good test question material, then read the full cases.

I also read the following chapters of the Florida Statutes:

- Chapter 70. Relief From Burdens On Real Property Rights (Bert Harris Act)
- Chapter 73. Eminent Domain
- Chapter 112. Public Officers And Employees (Only the ethics portions)
- Chapter 119. Public Records
- Chapter 125. County Government
- Chapter 163. Intergovernmental Programs (Only the comprehensive planning and CRA portions)
- Chapter 166. Municipalities
- Chapter 286. Public Business: Miscellaneous Provisions

Now, there were some gaps in this course of study. I will note that there was a surprising amount of material (not a lot, but more than I had suspected) relating to taxation. I was fortunate that I represent a county tax collector, so I knew a great deal of it from my practice, but I hadn't studied it. In that respect, if I had it to do over again, I might review:

- Chapter 192. Taxation: General Provisions
- Chapter 193. Assessments
- Chapter 194. Administrative And Judicial Review Of Property Taxes
- Chapter 195. Property Assessment Administration And Finance
- Chapter 196. Exemption
- Chapter 197. Tax Collections, Sales, And Liens
- Chapter 200. Determination Of Millage

There was also a surprising amount of essentially crim-pro stuff on it (again, not a whole lot, but more than I had suspected), so I'd suggest looking a little into it. While I call it "crim-pro", I think test-writers were categorizing it under "Public Sector Liability, Sovereign Immunity, Civil Rights", so essentially, a little bit of liability-related police legal advisor stuff.

Overall, I think the biggest gap in the certification review course is in sovereign immunity. The materials don't even discuss the seminal Trianon case. This Florida Bar Journal article should be a good jumping off point to study this area further: <https://www.floridabar.org/the-florida-bar-journal/governmental-tort-liability-in-florida-a-tangled-web/>

Hope this helps, and good luck!

Wade



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On Mar 31, 2019, at 1:31 PM, Denise C. May <DMay@marksgray.com> wrote:

Mr. Vose,

I kept this email of yours from a couple of years ago. I knew the information would be very beneficial when it came time for me to sit for this important exam. That time is this May.

I wanted to follow up to see if you found this material to be beneficial and if there were any suggestions, in hindsight, that you would have added and/or eliminated.

Any suggestions or information you can share would be greatly appreciated.

Thank you in advance.

Denise C. May | Associate

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From: LocGovTopics [<mailto:locgovtopics-bounces+dmay=citystaug.com@listserve.com>] **On Behalf Of** Wade Vose

Sent: Tuesday, February 7, 2017 12:05 PM

To: locgovtopics@listserve.com

Subject: [Locgovtopics] Suggestions for Study Materials/Study Plan for CCLG Certification Exam

I am planning to take the CCLG certification exam this May, and so I am attempting to compile a comprehensive list of suggested study materials for the exam, as well as any suggested tips or study plans, based on past experience. At some point I plan on compiling suggestions into a blog post or article for the benefit of other colleagues who may sit for the test in the future.

Any input or suggestions would be greatly appreciated!

Here is my list of study materials so far:

- City County and Local Govt. Cert. Review Course 2016 (Primarily printed materials)
- Florida Municipal Law Reporter for the past 4 years (I've heard the test tends to hit issues raised by recent Florida local government law cases.) http://members.flcities.com/FMAA/Publications/FMAA/Publications_Repository.aspx
- Florida Municipal Officials Manual (To fill in any fluency gaps with any part of city administration/operations one may have) <http://www.floridaleagueofcities.com/docs/default-source/Pubs/floridamunicipalofficialsmanual.pdf?sfvrsn=0>
- Florida County Government Guide (Same as above, for counties) (Only available for purchase, or to county employees) <http://factor.fl-counties.com/fl-county-government-guide>
- 2016 Local Government Financial Information Handbook (For information on each form of revenue available to a local government) <http://edr.state.fl.us/Content/local-government/reports/lgfi16.pdf>
- Local Government Formation Manual 2017-2018 <http://www.myfloridahouse.gov/Sections/Documents/loaddoc.aspx?PublicationType=Committees&CommitteeId=2911&Session=2017&DocumentType=General%20Publications&FileName=2017-2018%20Local%20Government%20Formation%20Manual%20Final%20Pub.pdf>
- Florida Home Rule Green Book <http://floridahomerulegreenbook.com>
- Local Government Lawyers' Desk Book (Print version, updated through 2000) (I know it's not current, but I've found it to be a treasure trove of old but good cases I had never otherwise run across, many of which appear to have not made it over into the new Desk Book being developed by the Section on its website) (Available at the University of Florida Law Library)

- Florida Environmental and Land Use Law Treatise (Previously a large and expensive multivolume book set, now available for the \$20 membership fee to the ELULS Section - well worth it.) (For exam prep, focusing on land use chapters) <http://eluls.org/treatise-members/>
- 2016 Government in the Sunshine Manual [http://myfloridalegal.com/webfiles.nsf/WF/RMAS-A83N4S/\\$file/2016SunshineLawManual.pdf](http://myfloridalegal.com/webfiles.nsf/WF/RMAS-A83N4S/$file/2016SunshineLawManual.pdf)
- Fla. Jur. 2d. - Counties and Municipal Corporations
- The Florida Constitution
- The following chapters of the Florida Statutes:
 - Chapter 70. Relief From Burdens On Real Property Rights
 - Chapter 73. Eminent Domain
 - Chapter 112. Public Officers And Employees: General Provisions
 - Chapter 119. Public Records
 - Chapter 125. County Government
 - Chapter 162. County Or Municipal Code Enforcement
 - Chapter 163. Intergovernmental Programs
 - Chapter 164. Governmental Disputes
 - Chapter 165. Formation Of Local Governments
 - Chapter 166. Municipalities
 - Chapter 170. Supplemental And Alternative Method Of Making Local Municipal Improvements
 - Chapter 171. Local Government Boundaries
 - Chapter 192. Taxation: General Provisions
 - Chapter 193. Assessments
 - Chapter 194. Administrative And Judicial Review Of Property Taxes
 - Chapter 195. Property Assessment Administration And Finance
 - Chapter 196. Exemption
 - Chapter 197. Tax Collections, Sales, And Liens
 - Chapter 200. Determination Of Millage
 - Chapter 205. Local Business Taxes
 - Chapter 286. Public Business: Miscellaneous Provisions
 - Chapter 838. Bribery; Misuse Of Public Office
 - Chapter 839. Offenses By Public Officers And Employees

I am sure I am either missing a lot, or I am shooting too broadly and have too much, so any input or suggestions would be greatly appreciated!

Sincerely,

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