



File # 2009009060  
OR BK 3129 Pages 744 - 746  
RECORDED 02/12/09 13:12:43  
Bill Kinsaul, Clerk  
Bay County, Florida  
DEPUTY CLERK GB  
#1  
Trans # 916793

**IN THE CIRCUIT COURT OF THE FOURTEENTH JUDICIAL CIRCUIT  
OF THE STATE OF FLORIDA, IN AND FOR BAY COUNTY**

**ADMINISTRATIVE ORDER # 2009-01-02**

**RE: APPOINTMENT OF THE CIVIL TRAFFIC INFRACTION HEARING OFFICER  
TO BAY COUNTY, FLORIDA**

**Whereas**, section 318.30, Florida Statutes, establishes legislative intent that civil traffic infraction hearing officers be appointed and used in those counties where the need arises for their services.

**Whereas**, section 318.30, Florida Statutes, further states that the Civil Traffic Infraction Hearing Officer Program established by a county shall be subject to the supervision and approval of the Supreme Court of Florida, and Bay County has received such approval for its program.

**Whereas**, section 318.35, Florida Statutes, outlines that the civil traffic infraction hearing officer shall be an independent contractor and may serve either full or part time as determine by the chief judge and shall serve at the pleasure of the chief judge of the county and the circuit in which they are to hear cases and shall have no definite term of office.

**Whereas**, Rule 6.630(c), Traffic Court Rules, allows the Chief Judge to appoint a civil traffic infraction hearing officer, after consultation with the county judges, who is a member in good standing with The Florida Bar.

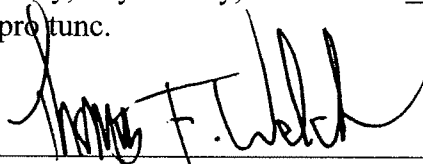
**Now Therefore, it is ORDERED and ADJUDGED** that the following person is hereby appointed as the Bay County Civil Traffic Infraction Hearing Officer, in and for Bay County, Florida:

▶ Shonna Young Gay

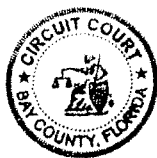
The Civil Traffic Infraction Hearing Officer shall ensure that she carries out the following:

- A. Takes the oath of office required of the officer by the Constitution of the State of Florida, and the oath shall be properly recorded in the Official Records of the Clerk of the Circuit Court for Bay County, Florida, with this administrative order.
- B. Completes 40 hours of standardized training pursuant to Rule 6.640(g), Florida Rules of Court.
- B. Performs duties which pertain to the Civil Traffic Infraction Hearing Officer in accordance with Chapter 318, Florida Statutes, and Traffic Court Rules.
- C. Maintains good standing status with The Florida Bar.
- D. Completes four hours of an approved legal education program annually, and must contain a minimum of two hours of ethics or professionalism.
- E. Not wear a robe while presiding over civil traffic infraction cases as required by Rule 6.630(1), Traffic Court Rules.
- D. Serves at the pleasure of the Chief Judge.

**DONE and ORDERED** in Chambers at Panama City, Bay County, Florida this 12 day of February, 2009, effective February 5, 2009, nunc pro tunc.



**THOMAS F. WELCH**  
**ADMINISTRATIVE COUNTY JUDGE**



A CERTIFIED TRUE COPY  
BILL KINSAUL CLERK  
OF THE CIRCUIT COURT

By Nanda Maddox  
Deputy Clerk



**HENTZ McCLELLAN, CHIEF JUDGE**

THE FOURTEENTH JUDICIAL CIRCUIT  
BAY COUNTY, FLORIDA

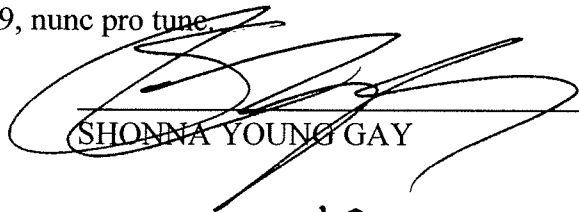
IN RE: APPOINTMENT OF  
SHONNA YOUNG GAY  
AS CIVIL TRAFFIC INFRACTION  
HEARING OFFICER

---


OATH OF ACCEPTANCE FOR CIVIL TRAFFIC  
INFRACTION HEARING OFFICER

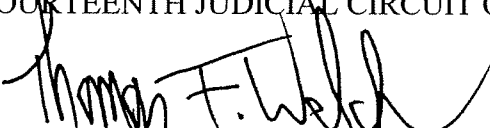
BEFORE ME, the undersigned authority, personally appeared SHONNA YOUNG GAY, to me being personally known and duly qualified to serve as Civil Traffic Infraction Hearing Officer for Bay County, Florida, who by me being first duly sworn, deposes and says:

I, SHONNA YOUNG GAY, do solemnly swear that I will support, protect, and defend the Constitution and Government of the United States and of the State of Florida; that I am duly qualified to hold office under the Constitution of the State of Florida; and that I will well and faithfully perform the duties of Civil Traffic Infraction Hearing Officer for Bay County by virtue of appointment by Chief Judge HENTZ MCLELLAN, dated the 12 day of February, 2009, effective February 5, 2009, nunc pro tunc.

  
SHONNA YOUNG GAY

SWORN AND SUBSCRIBED before me this 12 day of February, 2009.

  
HENTZ MCCLELLAN, CHIEF JUDGE  
FOURTEENTH JUDICIAL CIRCUIT OF FLORIDA

  
THOMAS F. WELCH  
ADMINISTRATIVE COUNTY JUDGE  
BAY COUNTY, FLORIDA