

**Contact Us:**

**Customer Service**  
**(352) 753-4508**

**Administration**  
**(352) 751-3939**

**Budget**  
**(352) 674-1920**

**Community Standards**  
**(352) 751-3912**

**Community Watch**  
**(352) 753-0550**

**Property Management**  
**(352) 753-4022**

**Finance Customer Service**  
**(352) 750-0000**

**Human Resources**  
**(352) 674-1905**

**Public Safety**  
**(352) 205-8280**

**Purchasing**  
**(352) 751-6700**

**Recreation Administration**  
**(352) 674-1800**

**Risk Management**  
**(352) 674-1828**

**Utility Operations**  
**(352) 751-3939**

# District Weekly Bulletin



## **CDD Orientation**

This valuable program is held each Thursday at 10:00 a.m. at the District office located at 984 Old Mill Run in Lake Sumter Landing. For additional information, please contact the District Customer Service Center at 352-753-4508.

**CDD Orientation is cancelled until further notice.**

## Information Provided by...



### District Administrative Offices

As the safety of residents, guests, staff and visitors in The Villages community continues to be of utmost importance to the District, all District Administrative Offices will continue to be open on an appointment only basis until further notice. Appointments can be made by emailing or contacting the appropriate District Department.

- Administration- 352-751-3939 or [CustomerService@districtgov.org](mailto:CustomerService@districtgov.org)
- Bonds- 352-751-3900 or [Bonds@districtgov.org](mailto:Bonds@districtgov.org)
- Community Standards- 352-751-3912 or [DeedCompliance@districtgov.org](mailto:DeedCompliance@districtgov.org)
- Customer Service- 352-753-4508 or [CustomerService@districtgov.org](mailto:CustomerService@districtgov.org)
- Human Resources- 352-674-1905 or [HumanResources@districtgov.org](mailto:HumanResources@districtgov.org)
- Recreation- 352-674-1800 or [RecreationDepartment@districtgov.org](mailto:RecreationDepartment@districtgov.org)
- Risk Management– 352-674-1828 or [RiskManagement@districtgov.org](mailto:RiskManagement@districtgov.org)
- Utilities- 352-750-0000 or [Utilities@districtgov.org](mailto:Utilities@districtgov.org)

If you do not know which department to contact, please call the District Customer Service Center at 352-753-4508.

Masks are required for all appointments at all District Administrative offices, due to the nature of the transactions being less than 6 feet apart.

**There is a drop box available in the breezeway outside of the District office located at 984 Old Mill Run. If you need to drop off correspondence, please utilize the locked drop box.**

## Information Provided By...



Due to no new business items needing to be addressed, several District Boards & Committees elected to cancel their December meetings. The following breakdown identifies which Boards and Committees will meet during the month of December 2020 and which Boards will resume their normal meeting schedules in January 2021. For additional information, please visit [www.DistrictGov.org](http://www.DistrictGov.org) or call (352) 753-4508.

### **The following Boards have cancelled their December 2020 meetings and will resume their normal meeting schedule in January 2021;**

- Village Community Development District No. 3
- Village Community Development District No. 5
- Village Community Development District No. 6
- Village Community Development District No. 8
- Village Community Development District No. 11
- Village Community Development District No. 12
- Brownwood Community Development District
- North Sumter County Utility Dependent District

### **The following Boards and Committees will hold their December 2020 meetings to address pending items;**

- Amenity Authority Committee
- Project Wide Advisory Committee
- Village Center Community Development District
- Sumter Landing Community Development District
- Village Community Development District No. 1
- Village Community Development District No. 2
- Village Community Development District No. 4
- Village Community Development District No. 7
- Village Community Development District No. 9
- Village Community Development District No. 10
- Village Community Development District No. 13

## December and January Holiday Information

The District Customer Service Center and all District administrative offices will be closed on Friday, December 25, 2020 in observance of Christmas. We will resume normal business hours on Monday, December 28th.

The offices will also be closed on Friday, January 1, 2021 in observance of New Year's Day. We will resume normal business hours on Monday, January 4th.

If you have any questions or would like additional information, please contact the District Customer Service Center at (352) 753-4508.

### Recreation Center Holiday Closings

**Thursday, December 24, 2020**– All Recreation Centers will be open as usual, but will close at 6:00 p.m. Fitness Clubs will be open from 7:00 a.m. to 1 p.m.

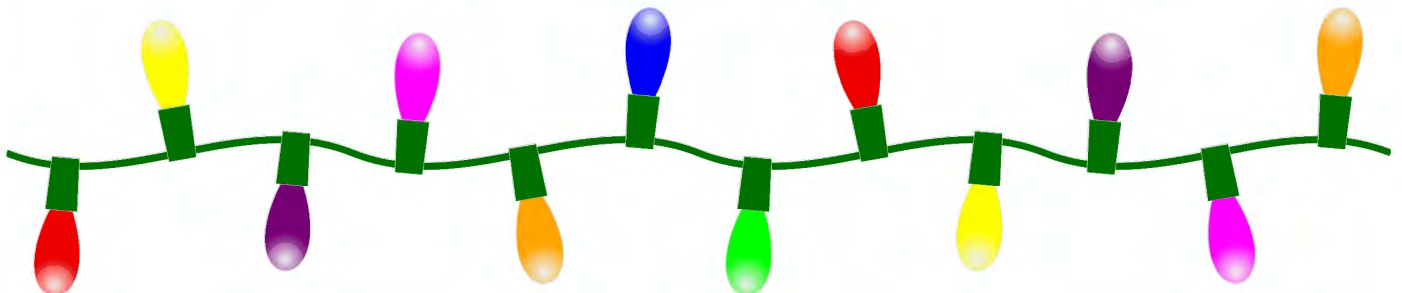
**Friday, December 25, 2020**- Recreation Offices, Recreation Centers and Fitness Clubs will be closed.

Although the recreation centers are closed the outdoor facilities and swimming pools will be open for your enjoyment. Regular weekend services will resume Saturday, December 26, 2020.

**Thursday, December 31, 2020**- Recreation Centers will be open as usual from 7 a.m. to 9 p.m. Fitness Clubs will be open from 7:00 a.m. to 1 p.m. Resident Lifestyle Group meetings will end at 1 p.m. in preparation of New Year's Eve Celebrations.

**Friday, January 1, 2021**- Recreation Offices, Recreation Centers and Fitness Clubs will be closed.

Although the recreation centers are closed the outdoor facilities and swimming pools will be open for your enjoyment. Regular weekend services will resume Saturday, January 2, 2021.



# Sanitation Holiday Information

## **Village Community Development Districts 1-11**

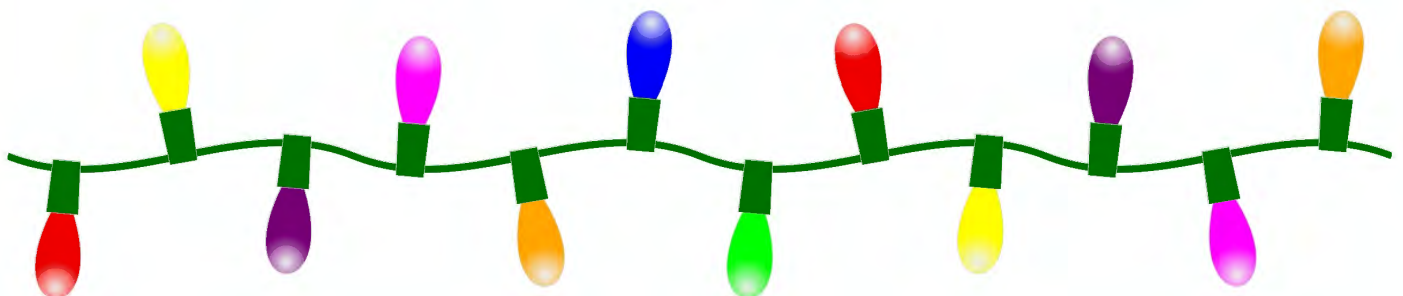
If you live in Village Community Development Districts 1-11 in the Sumter County, Marion County or Fruitland Park portions of The Villages, there will be no sanitation collection on Friday, December 25, 2020 and Friday, January 1, 2021. Collection will be on Saturday, December 26<sup>th</sup> and Saturday, January 2<sup>nd</sup>.

## **Village Community Development District No. 12 and No. 13**

If you live in Districts 12 and 13, there will be no sanitation collection on Friday, December 25, 2020 and Friday, January 1, 2021. Collection will be on your next scheduled day, Tuesday, December 29<sup>th</sup> and Tuesday, January 5<sup>th</sup>.

If you live in the **Lake County portion of The Villages** (not including VCDD No. 11), there will be no sanitation collection on Friday, December 25, 2020 and Friday, January 1, 2021. Collection will be on Saturday, December 26<sup>th</sup> and Saturday, January 2<sup>nd</sup>.

If you live in the **Town of Lady Lake portion of The Villages**, there will be no sanitation collection on Friday, December 25, 2020 and Friday, January 1, 2021. Collection will be on your next scheduled day, Tuesday, December 29<sup>th</sup> and Tuesday, January 5<sup>th</sup>.



# Information Provided By...

**The Villages®**  
Community Development Districts  
Recreation & Parks



## Did you know?

In addition to regular services you can now pick up an application to reserve a room for your special event and to form a new resident lifestyle volunteer club/activity. Look for the decal at La Hacienda, Fenney and SeaBreeze Regional Recreation Complexes.



# Information Provided By... **The Villages®** Community Development Districts Recreation & Parks



## Recreation Information

There are multiple outlets to get your recreation information first hand!

# Get **YOUR** Recreation Info!



Every Thursday in **The Villages Daily Sun**  
Anytime on **DistrictGov.org**  
On the go with **The Villages App**

## **The Villages®** Recreation & Parks



# Information Provided By...

# The Villages® Community Development Districts Recreation & Parks



## Digital Billboards

In addition to the current numerous ways you can get your recreation information, the Recreations & Parks Department has installed digital billboards in the lobbies of all the regional recreation complexes. These provide a visual of all the happenings in that particular center for that particular day – see the example below! Take a look the next time you're in a regional recreation complex.

**Upcoming EVENTS**

DEC 4	ART - VISUAL ARTS 1FX7,8@1PM Daytona Beach 1:00 PM - 3:50 PM
DEC 4	ART - VISUAL ARTS 1FX7,8@1PM New Smyrna Beach 1:00 PM - 3:50 PM
DEC 4	PICKLEBALL - A-Z PICKLERS F@2PM SeaBreeze Pickleball Court #1 2:00 PM - 3:50 PM
DEC 4	PICKLEBALL - A-Z PICKLERS F@2PM SeaBreeze Pickleball Court #4 2:00 PM - 3:50 PM
DEC 4	BEACH TENNIS - AFTERNOON DELIGHTS W/F@2PM SeaBreeze Sand Volleyball Court 2:00 PM - 3:50 PM
DEC 4	POOL - COMBO SWIM (OPEN) F/SA@3PM SeaBreeze Sports Pool 3:00 PM - 7:50 PM

**The Villages Recreation & Parks**

**Sea Breeze RECREATION CENTER**

**FITNESS CLUB HOURS**  
Mon-Fri | 6:30AM - 8PM  
Sat-Sun | 7AM - 5PM

**SPORTS POOL HOURS**  
Sun-Sat | 7AM - Dusk

**HOURS: 7AM - 10PM**

**SP** [Icons: Wi-Fi, Wheelchair Access, Pet-Friendly, etc.]

**FIT Club**

Ask about our membership options or visit [DistrictGov.org](http://DistrictGov.org) for more information.

**The Villages Recreation & Parks**  
DistrictGov.org

COLONY COTTAGE 750-5282	FENNEY 674-8460	LAUREL MANOR 751-7101	MULBERRY GROVE 259-6242	ROHAN 674-8404	SEABREEZE 750-0237
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2:59 PM | FRI, DECEMBER 4TH 74°

*Join our team*

**The Villages®  
Recreation & Parks**

To ensure that you are aware of all available District job opportunities:

- Check our website: [www.DistrictGov.org](http://www.DistrictGov.org) > Quick Links > Employment Opportunities
- Register for email notifications of public job postings and other information by going to: [www.DistrictGov.org](http://www.DistrictGov.org) > How Do I > Sign Up for E-notifications
- Call or stop by human resources

Part-time Recreation & Parks Department positions typically available include:

- Recreation Assistants
- Recreation Service Representatives
- Facility Specialists

984 Old Mill Run  
The Villages, FL 32162  
(352) 674-1905  
Fax (352) 674-1910



## Information Provided By...

**The Villages®**  
Community Development Districts  
**Executive Golf**

The Executive Golf Team is happy to announce that the Chula Vista Executive Golf Course will open for play on Monday, December 21, 2020. This opening follows the completion of the capital improvement project to renovate all of the tees. We thank you for your patience during this closure. Happy Golfing!



### **Golfing on Christmas Day**

The Executive Golf Courses will be staffed this holiday to provide a safe and enjoyable golfing experience. As you enjoy a round of golf at one of our Executive Golf Courses on Christmas Day, Starters and Ambassadors will be on site to assist you with your golfing needs.



## Information Provided by...



### **Did you know that Community Watch Patrol Drivers check over 300 doors nightly?**

Every evening, Community Watch Patrol Drivers visit the 40 recreation centers located throughout The Villages. The Patrol Drivers walk around the recreation centers after closing hours and attempt to open each and every locked door. By the end of the night, that equals 337 doors!

If the Patrol Driver finds a door unsecure, the Driver will contact Community Watch Dispatch. Community Watch Dispatch will contact the law enforcement agency that has jurisdiction of over that area. When the officer arrives, they will walk throughout the building to ensure everything is safe and secure. Once the officer gives the "All Clear!" the Patrol Driver will secure the door.

All of the District offices and 40 recreation centers have very distinct decorative themes that include valuable items and irreplaceable priceless memorabilia. This is just another service that Community Watch provides behind the scenes in order to contribute to our 'Stewardship' Core Value.

## Information Provided by...



### **Information Provided By District Property Management**

A potable water meter and valve will be replaced at the corner of Belvedere Boulevard and Parr Drive Monday, November 30, 2020 through Friday, December 11, 2020, weather permitting. Please use caution in this area and pay attention to all directional signage. If you have any questions, contact District Property Management at (352) 753-4022.



**The following facilities will be temporarily closed or have scheduled maintenance:**

⇒ **Atlas Canine Park**

The Atlas Canine Park will be closed for maintenance December 7th through December 11th.

⇒ **Paradise Dog Park**

The Paradise Dog Park will be closed for maintenance December 14th through December 18th.

⇒ **Chatham Recreation Center Indoor Facilities, Outdoor Facilities and Family Pool**

The Chatham Recreation Center Indoor Facilities, Outdoor Facilities and Family Pool will be closed for maintenance on December 12th.

⇒ **Mulberry Grove Regional Recreation Center Indoor Facilities, Outdoor Facilities and Sports Pool**

The Mulberry Grove Regional Recreation Center Indoor Facilities, Outdoor Facilities and Sports Pool will be closed for maintenance on December 19th.

⇒ **Laurel Manor Regional Recreation Center Sports Pool**

The Laurel Manor Regional Recreation Center Sports Pool will be closed for maintenance December 7th through December 13th.

⇒ **Mallory Square Neighborhood Pool and Postal Station Parking Lot**

The Mallory Square Neighborhood Pool and Postal Station Parking Lot will be closed in sections for resurfacing December 15th through December 19th.

⇒ **Amelia Neighborhood Adult Pool**

The Amelia Neighborhood Adult Pool will be closed for maintenance December 8th through December 10th.

⇒ **Captiva Recreation Center Indoor Facilities and Outdoor Facilities**

The Captiva Recreation Center Indoor Facilities and Outdoor Facilities will be closed for cleaning and maintenance December 26th.

⇒ **Rohan Regional Recreation Complex Indoor Facilities, Fitness Club, Outdoor Facilities and Sports Pool**

The Rohan Regional Recreation Complex Indoor Facilities, Outdoor Facilities and Sports Pool will be closed for maintenance December 19th.

# Construction Update

## First Responders Recreation Center

The District review of the preliminary construction plans are underway. District Property Management has completed selective clearing of the old landscaping around the building and parking lot. The District anticipates the bid documents for the project will be ready late January 2021.



Exterior Elevation  
NTS



# Construction Update

## First Responders Recreation Center



First Responders Recreation Center  
12/02/20

### SITE DATA

1. PROJECT AREA = 19.28 AC. (839,701 SQ. FT.)
2. ZONING = R1
3. PROJECT ADDRESS - 7746 SE HIGHWAY 42
4. BUILDING TYPE:
  - RECREATION CENTER - 1 STORY, CONCRETE BLOCK, (10,100 SQ. FT.)
  - POOL BUILDING - 1 STORY, CONCRETE BLOCK, (367 SQ. FT.)
  - REST ROOM/STORAGE - 1 STORY, CONCRETE BLOCK, (300 SQ. FT.)
  - REST ROOM/STORAGE - 1 STORY, CONCRETE BLOCK, (300 SQ. FT.)
  - PAVILION - 1 STORY, OPEN SIDED, (800 SQ. FT.)
  - PAVILION - 1 STORY, OPEN SIDED, (800 SQ. FT.)
  - STARTER SHACK/STORAGE - 1 STORY, CONCRETE BLOCK, (400 SQ. FT.)
  - SHADE/STORAGE - 1 STORY, WOOD STRUCTURE, (480 SQ. FT.)
  - SHADE/STORAGE - 1 STORY, WOOD STRUCTURE, (480 SQ. FT.)
5. PARKING DATA:
  - STANDARD PARKING SPACES (EXISTING):
  - 10' X 20' SPACES = 169
  - HANDICAP PARKING SPACES (EXISTING):
  - 12' X 20' SPACES = 8
  - STANDARD PARKING SPACES (PROPOSED):
  - 10' X 20' SPACES = 31
  - HANDICAP PARKING SPACES (PROPOSED):
  - 12' X 20' SPACES = 2
  - TOTAL PARKING PROVIDED: 210 SPACES
  - HANDICAP PARKING SPACES (REQUIRED): 7 SPACES
  - HANDICAP PARKING SPACES (PROVIDED): 10 INCLUDES 2 VAN ACCESSIBLE SPACES

# Construction Update

## First Responders Recreation Center

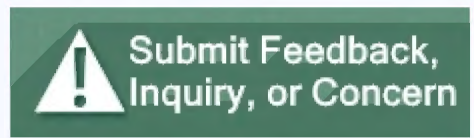
The Villages®  
Community Development Districts  
Property Management



### GENERAL BUILDING DATA

RECREATION BLDG	EXISTING	NEW ADDITION	TOTAL
AIR CONDITIONED SPACE:	8,744 SF	930 SF	9,674 SF
ENCLOSED BUILDING AREA:	8,990 SF	1,002 SF	9,992 SF
COVERED PORCHES AREA:	456 SF	336 SF	792 SF
TOTAL BUILDING AREA:	9,446 SF	1,338 SF	10,784 SF

# Frequently Asked Questions and Answers Continued



## The Villages® Community Development Districts Community Standards

### How do I obtain my Architectural Review Application Form results?

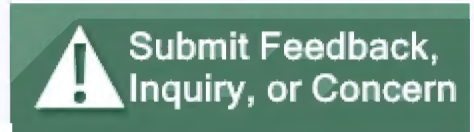
The Architectural Review Committee (ARC) meets every Wednesday. The ARC results for the Lady Lake / Lake County portion of The Villages and Village Community Development Districts No. 1 through 10 are posted to the District website [www.DistrictGov.org](http://www.DistrictGov.org) after 2:00 p.m. on Thursday. Click on Departments and Community Standards.



On the left hand side under Quick Links, click Architectural Review Committee.

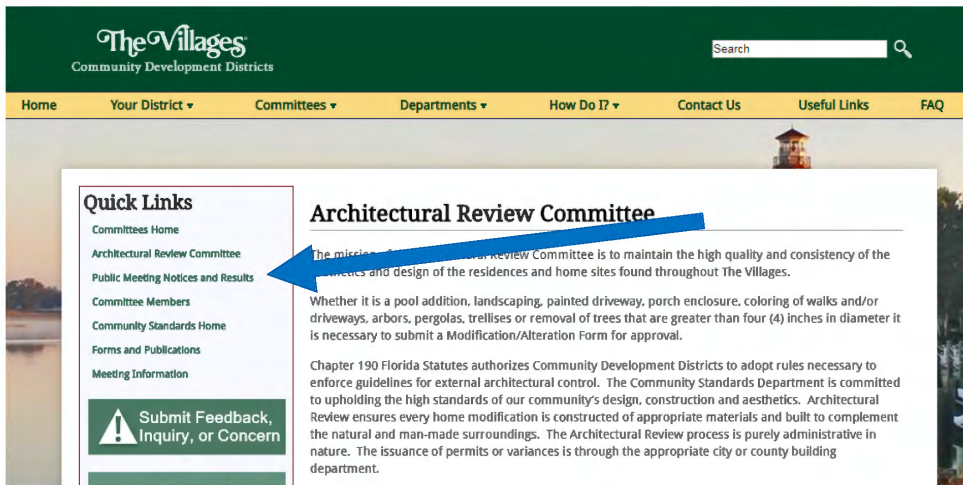


# Frequently Asked Questions and Answers Continued




## The Villages® Community Development Districts Community Standards

Click on Public Meeting Notices and Results.



Find your meeting date and click to open the Online Agenda. Find your property address and click to open. Click both links as the first link is the application and the second link is the response page.



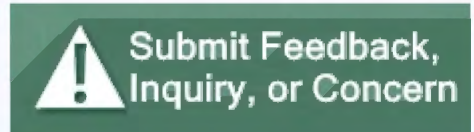
Meeting Date	Meeting Type	Meeting Location	Online Agenda
12/09/20	Architectural Review Committee	Large Conference Room	
12/02/20	Architectural Review Committee	Large Conference Room	
11/25/20	Architectural Review Committee	Large Conference Room	
11/18/20	Architectural Review Committee	Large Conference Room	

To receive the results for properties located within Village Community Development District Nos. 11, 12 and 13, you can request they be emailed, sent regular mail or you may stop by the Community Standards Department to pick up a copy.

You can always contact the Community Standards Department at 352-751-3912 for additional information or to obtain your results.



# Frequently Asked Questions and Answers



## The Villages® Community Development Districts Utilities

### **How can I save money adjusting my irrigation timer?**

Turn your irrigation timer off after rainfall events and let your lawn “tell” you when you need to turn the timer back on. If a particular zone begins to show signs of stress, only set the irrigation system to irrigate the stressed zone, don’t run the entire system. Rain sensors should be checked monthly to ensure that they are not clogged with debris. Your irrigation system settings should also be checked monthly to be sure that it is operating on the proper day and time and to verify that no “extra” start times are accidentally turned on.

### **Know and follow your watering restrictions and don’t water just because it’s your day!**

The amount of irrigation needed varies depending on the time of year, rainfall and soil conditions.

Irrigation systems should only be operated when the lawn begins to show signs of stress, some examples are listed below:

- Lingering footprints or mower tracks
- Grass blades or leaf blades begin to close lengthwise
- The top few inches of soil feel dry

Lawn and Landscaping watering is limited to two days per week during the hours of 12:00 AM—10:00 AM or 4:00 PM—12:00 AM. To find the correct irrigation schedule for your residence, as well as other interesting topics, please visit [www.DistrictGov.org](http://www.DistrictGov.org) and click on the Water Wisdom icon on the lower right of the screen.



# Information Provided by...



## Christmas Lights Safety Tips

People love to decorate with lights for the holidays. To ensure you are taking safety precautions when decorating, please consider the following safety tips:

- Try to use LED lights. LED lights generate less heat and are perfect for holiday decorations. They are also cool to the touch.
- There are two different types of lights, indoor and outdoor. Indoor lights are not moisture sealed and should not be used outdoors. When using outdoor lights make sure the extension cords are placed in a location to avoid people tripping. The lights should be UL certified.
- Read the package instructions as to how many strings of lights you can connect. Try to use a surge protector with a built in circuit breaker. Do not overload wall outlets or outside power receptacles.
- Get rid of old strings of lights that are frayed or have broken bulbs.
- If you decorate with candles make sure the flame is out before you leave the room. Remember not to place the candle too close to the tree or wrapped presents to avoid fire risks.
- Remember to always turn off the indoor and outdoor lights before you go to bed or leave the house.



## Information Provided By SECO



**The Christmas Spirit** is beautifully displayed every year in The Villages. For your safety, **SECO prohibits Christmas decor and other attachments on its poles or area lights.** These light poles are not manufactured to carry additional weight. To avoid injury, never place a ladder against or add weight to a pole or light.



**Merry Christmas!**





# The Villages®

Community Development Districts

## Risk Management

### **Stay Cyber Smart This Holiday Season!**

The holiday countdown has begun! Since shopping online is contactless shopping, online purchases are surging! Unfortunately, it is also the season for online scamming. Online purchasing scams, which can expose your identity (and drain your wallet) are the riskiest form of consumer fraud, according to the Better Business Bureau (BBB). A recent Experian survey found that 43% of victims said their identity theft occurred while holiday shopping online.

#### **How to protect yourself while holiday shopping online and afterward.**

##### **Ship to Secure Location**

The rise of online shopping has led to an increase of home deliveries — and with it, an increase in thieves who steal packages from doorsteps. If no one's home to accept a package, consider shipping to your office or another safe place. A few companies have shipping lockers available for secure deliveries.

##### **Only Use Official Retailer Apps to Shop**

Mobile apps allow you shop while you're on the go — making holiday shopping a breeze. But the danger arises if you unknowingly install an app laced with malicious software or malware. Criminals use these apps to infiltrate smartphones and do any number of things, like direct users to fraudulent premium subscription services or automatically subscribing users to expensive content providers without the user's consent.

##### **Don't Save Your Credit Card Information on Your Accounts**

While it may be convenient to store personal and payment information in your online accounts, it does come with risk. Some retail websites may not be equipped to secure your info, which could leave your personal details and payment card data vulnerable to cyber thieves or data breaches. Skip the autofill option or try using a password manager, which provides an extra layer of protection to your account info.



# The Villages®

Community Development Districts

## Risk Management



### **Consider Using Apple Pay or Google Pay for a Second Layer of Protection**

Credit card fraud is a serious problem in the U.S., but using a digital wallet or app can increase your transaction security. The digital wallet obscures your payment card information so the merchant sees a unique, one-time code that's only good for that purchase.



### **Never Give Out Your Social Security Number**

No shopping website will ever need your Social Security number. If you're asked for very personal details, call the customer service line and ask whether you can supply some other identifying information. Or just walk away and find a better-known, accommodating website for your holiday buys.



### **Don't Buy From Unfamiliar Retailers Without Confirming It's Legit**

On the web, some businesses are fabricated by people who just want your credit card information and other personal details. To play it safe, consider doing online business only with retailers you trust and have shopped with before. Or at least spend the time to confirm it's a legitimate entity, by checking customer reviews and other consumer feedback.



### **Don't Jump at the Lowest Price!**

If a website offers a deal that seems too good to be true, then it probably is. Compare prices and pictures of the merchandise at similar websites. Rock-bottom prices could be a red flag that the business doesn't have those items in stock. The website may exist only to get your personal information.



### **Never Make a Purchase on Public Wi-Fi**

Wi-Fi networks use public airwaves. With a little tech know-how and the freely available Wi-Fi password at your favorite cafe, someone can intercept the data you send and receive while on free public Wi-Fi. Shopping online usually means giving out information that an identity thief would love to grab, including your name, address and credit card information.



**The Villages®**  
Community Development Districts  
**Risk Management**



**Use Strong Passwords and a Password Manager**


If someone has the password to your account, they could log in, change the shipping address and order things with stored payment data while you get stuck with the bill. Help keep your account safe by securing it with a strong password.

Here are some tips on how:

- Use a complex set of at least 10 lowercase and uppercase numbers, letters and symbols.
- Don't use personal information that others can find or guess, such as birthdates, your kids' names or your favorite color.
- Don't use the same password — however strong — on multiple accounts. A data breach at one company could give criminals access to your other, shared-password accounts.
- Consider using a password manager to generate and safely store those strong, complex passwords.



**Check Security Policies on Your Selected Retailers**

That small lock icon “” in the corner of your URL bar tells you that the web page you're on has privacy protection installed. The URL will start with “https.” These websites mask any data you share, typically on pages that ask for passwords or financial information. If you don't see that lock or the “s” after “http,” then the webpage isn't secure.





## The Villages® Community Development Districts Risk Management



### **Don't Get Tripped Up in Holiday Shopping Scam Emails**

Sometimes, something in your email in-box can stir your holiday consumer cravings. For instance, it might be tempting to open an email from an unfamiliar business that promises a “special offer.” But that offer could be special in a bad way. Clicking on emails from unknown senders and unrecognizable sellers could infect your computer with viruses and malware. It's better to play it safe. Delete them, don't click on any links and don't open any attachments from individuals or businesses you are unfamiliar with.



### **Use Prepaid Debit Cards**

These are different from debit and credit cards because the money isn't connected to your credit history or to a bank account. You just load money onto the prepaid debit card, use that balance for purchases and reload when needed. If a scammer gets hold of the card information, the crime pretty much ends there. The crook can't open new credit accounts in your name, drain your checking account or make purchases over the amount you've already loaded.



### **After Purchasing Gifts, Keep an Eye on all Your Accounts and Bank Statements**

Check your statements for fraudulent charges at least once a week or set up account alerts. When you receive a text or email about a charge, you can check the message and likely easily recall whether you recognize the charge and made the purchase.

Be cyber safe this holiday (shopping) season and always! Enable security features on mobile devices, consider using a virtual private network, review your credit card and bank account statements to watch for unauthorized transactions and create complex passwords. We wish you very happy, healthy and safe holidays!

Source: <https://www.lifelock.com/learn-internet-security-safe-holiday-online-shopping-tips.html>

# Information Provided By Sumter County

## PRESS RELEASE

Immediate Release:

December 4, 2020

Contact: Bradley Arnold  
County Administrator  
(352) 689-4400  
[bradley.arnold@sumtercountyfl.gov](mailto:bradley.arnold@sumtercountyfl.gov)

C 466 and Preston Drive New Signal  
Construction

Sumter County, FL –

The C 466 and Preston Drive signal construction is near completion. Improvements include new through lane pavement markings on Preston Drive and a new traffic signal at C 466 and Preston Drive. The traffic signal is scheduled to go into a flashing operation on December 8, 2020, and continue until the signal is fully operational on December 15, 2020. Please use caution when traveling C 466 and Preston Drive during the flashing operation.



As a reminder, a flashing red signal is treated as a stop condition, and a flashing yellow signal is treated as a proceed with caution.

[www.sumtercountyfl.gov](http://www.sumtercountyfl.gov)

###





## Florida Department of Transportation

RON DESANTIS  
GOVERNOR

605 Suwannee Street  
Tallahassee, FL 32399-0450

KEVIN J. THIBAUT, P.E.  
SECRETARY

**For Immediate Release**  
December 7, 2020

**Contact: Beth Frady**  
[Beth.Frady@dot.state.fl.us](mailto:Beth.Frady@dot.state.fl.us)

### **Florida observes Older Driver Safety Awareness Week**

*~ Statewide coalition educates on safe driving and mobility independence ~*

**TALLAHASSEE, Fla.** – From December 7-11, the Florida Department of Transportation (FDOT)'s Safe Mobility for Life Coalition is joining other organizations nationwide to recognize Older Driver Safety Awareness Week. FDOT's Safe Mobility for Life Coalition will use this week as an opportunity to inform Floridians on ways to achieve mobility independence – safely getting to and from the places they need and want to go with or without a car. In addition, Governor Ron DeSantis signed a statewide proclamation to celebrate December 7-11, 2020 as [Older Driver Safety Awareness Week in Florida](#).

"The department continues its commitment to achieving zero fatalities and zero serious injuries on our roadways as well as providing a range of mobility options for our residents and visitors," said Florida Department of Transportation Secretary Kevin J. Thibault, P.E. "The Safe Mobility for Life Coalition's collaborative and multifaceted approach helps people drive safely longer while promoting various safe and efficient transportation modes such as walking, biking, transit, and ridesharing."

The Safe Mobility for Life Coalition is partnering with the Florida Department of Elder Affairs' Area Agencies on Aging to safely distribute materials through Meals on Wheels programs across the state. Online resources to help Florida's aging population build a transportation plan will also be available to encourage planning at home.

Older Driver Safety Awareness Week is a time to encourage people to stay safe while remaining mobile. With the right resources, people can be informed about their choices on how they can continue to get around so they can remain independent and active in their communities, even after transitioning from driving.

Floridians are encouraged to visit [fdot.tips/ODSAW20](https://fdot.tips/ODSAW20) to learn more on how to build and implement a well-rounded transportation plan that fits their unique needs. Find out how to incorporate options such as walking to a nearby transit stop, requesting a ride to a local shopping center, or biking to nearby homes of friends and family.

Also at the above link, people can register for a kick-off webinar that takes place Monday, December 7, at 2:00 p.m. Stakeholders and media can access toolkits with graphics, social media content, videos, and additional materials to help spread the word.

For more information and materials about the Safe Mobility for Life Coalition, visit [SafeMobilityFL.com](https://SafeMobilityFL.com).

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[www.fdot.gov](http://www.fdot.gov)

# Information Provided By Florida's Safe Mobility for Life Coalition



## Have a Plan to Maintain Mobility Independence

Some think their personal vehicle is the only way to maintain independence, but what happens if it breaks down? True mobility independence comes when you can get around your community whether you are driving or not. Transportation planning is the first step to keeping you safe, mobile, and independent beyond the driver's seat.

Florida's Safe Mobility for Life Coalition wants to help you safely explore your community using different transportation options. With Florida's Guide to Safe Mobility for Life, you can build a personalized transportation plan in just three easy steps:

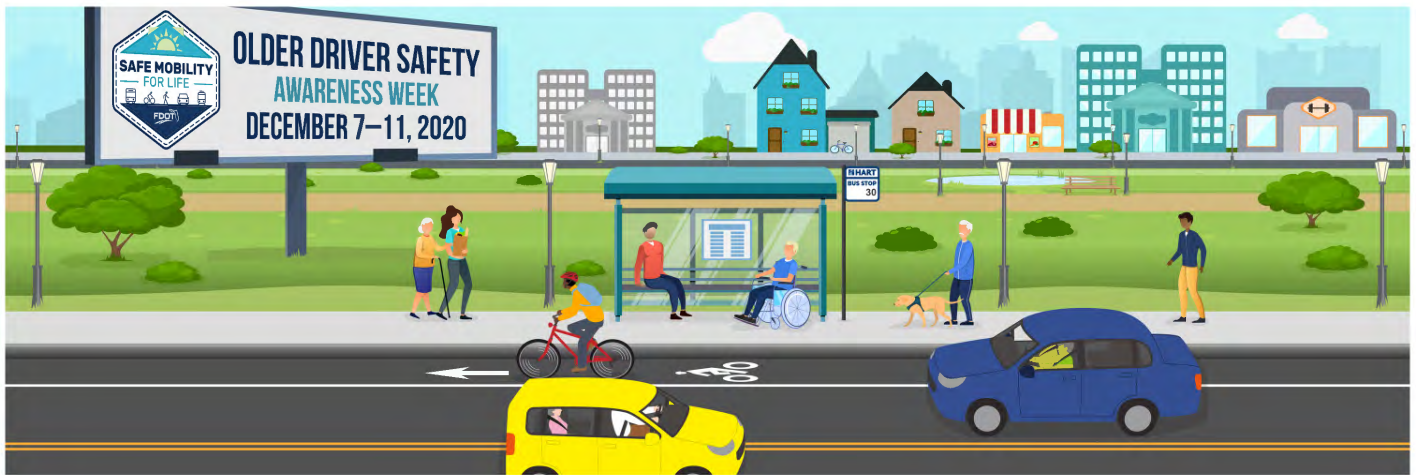
- **Step 1: Identify Transportation Options**

List all the transportation options available in your area with additional details like cost, availability, and contact information. This can include walking, a local bus route, or riding with friends or family. Use [FindaRideFlorida.org](http://FindaRideFlorida.org) to find the additional the transportation options available in your community.

- **Step 2: Plan a Routine**

Once you have discovered your available transportation options, start thinking about the places you need and want to travel to. Make a list of these places and how often you go there. Can a bike ride get you to your friend's house for your weekly book club? Does your local bus have a stop in front of your favorite shopping center? Is your neighbor willing to share a ride to the grocery store?

# Information Provided By Florida's Safe Mobility for Life Coalition



- **Step 3: Practice and Adjust**

To gain more confidence using your transportation plan, it is important to practice your plan and adjust if needed. Challenge yourself to complete one errand without taking your personal vehicle. If you learn new things along the way, adjust your plan and keep working to make improvements. It is never too early to become comfortable using new transportation options.

Having a tried-and-true transportation plan is the perfect way to remain confident and maintain mobility independence beyond the driver's seat.

Now is the time to take control of your transportation future, visit [fdot.tipsguide](http://fdot.tipsguide) to download your worksheets and get started.

Source: <http://safemobilityfl.com/ODSAW2020/toolkit.htm>

## Information Provided By...



### ARCHITECTURAL REVIEW COMMITTEE

Is seeking an alternate volunteer committee member for Village Community Development District No. 4

Village Community Development District No. 4 (District 4) is seeking an alternate primary representative on the Architectural Review Committee (ARC).

The **alternate applicant** must be a full time resident of District No. 4, lived in The Villages for at least one year and attended a minimum of one (1) Architectural Review Committee meeting. Candidates are recommended to have education and/or experience in any of the following areas: architecture, ability to read site plans, residential/commercial construction, building management, deed restricted communities, landscaping, county code enforcement, etc; however, this is not required. This requires attendance at the ARC meeting every week for the first four (4) weeks and once every month thereafter. The Committee meets weekly, on Wednesdays, for approximately 3 1/2 hours (8:00 a.m. until 11:30 a.m.).

If you are interested in becoming an alternate volunteer representative for District No. 4, applications are available on the link below. Please complete the application and return it to the Community Standards Department, 984 Old Mill Run, The Villages, Florida, no later than 5:00 p.m. on January 22, 2021. For information about the position, contact the Community Standards Department at 751-3912.

The Villages®  
Community Development Districts  
Community Standards

COMMUNITY STANDARDS DEPARTMENT  
ARCHITECTURAL REVIEW COMMITTEE  
**ALTERNATE** VOLUNTEER MEMBER FOR  
VILLAGE COMMUNITY DEVELOPMENT DISTRICT NO. 4

APPLICATION FOR MEMBERSHIP

This application **must** be returned to the Community Standards Department, 984 Old Mill Run, The Villages, Florida **no later than 5:00 p.m. on January 22, 2021.**

I understand that being an alternate member of the Architectural Review Committee (ARC) is a volunteer position which requires attendance at the ARC meeting every week for the first 4 weeks and once every month thereafter. **The applicant must be a full time resident of Village Community Development District No. 4, lived in The Villages for at least one year and attended a minimum of one (1) Architectural Review Committee meeting.** Committee members are recommended to have education and/or experience in any of the following areas: architecture, ability to read site plans, residential/commercial construction, building management, deed restricted communities, landscaping, county code enforcement, etc.

1. Please briefly describe your past business or career paths.

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2. What special skills or education do you have that would benefit the ARC? (Please include special skills, experience or training such as architect, ability to read site plans, builder, condo/building management, working with deed restricted communities, etc.)

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3. Are you familiar with your deed restrictions and/or covenants?    Y        N`

Signature \_\_\_\_\_ Phone \_\_\_\_\_

Print Name \_\_\_\_\_ Village of \_\_\_\_\_

Address \_\_\_\_\_ Date \_\_\_\_\_

**FORM 1****STATEMENT OF  
FINANCIAL INTERESTS****2019**

Please print or type your name, mailing address, agency name, and position below:

FOR OFFICE USE ONLY:

LAST NAME -- FIRST NAME -- MIDDLE NAME :

MAILING ADDRESS :

CITY : ZIP : COUNTY :

NAME OF AGENCY :

NAME OF OFFICE OR POSITION HELD OR SOUGHT :

CHECK ONLY IF  CANDIDATE OR  NEW EMPLOYEE OR APPOINTEE**\*\*\*\* THIS SECTION MUST BE COMPLETED \*\*\*\*****DISCLOSURE PERIOD:**

THIS STATEMENT REFLECTS YOUR FINANCIAL INTERESTS FOR CALENDAR YEAR ENDING DECEMBER 31, 2019.

**MANNER OF CALCULATING REPORTABLE INTERESTS:**FILERS HAVE THE OPTION OF USING REPORTING THRESHOLDS THAT ARE ABSOLUTE DOLLAR VALUES, WHICH REQUIRES FEWER CALCULATIONS, OR USING COMPARATIVE THRESHOLDS, WHICH ARE USUALLY BASED ON PERCENTAGE VALUES (see instructions for further details). CHECK THE ONE YOU ARE USING (**must check one**): **COMPARATIVE (PERCENTAGE) THRESHOLDS** OR  **DOLLAR VALUE THRESHOLDS****PART A -- PRIMARY SOURCES OF INCOME** [Major sources of income to the reporting person - See instructions]  
(If you have nothing to report, write "none" or "n/a")

NAME OF SOURCE OF INCOME	SOURCE'S ADDRESS	DESCRIPTION OF THE SOURCE'S PRINCIPAL BUSINESS ACTIVITY

**PART B -- SECONDARY SOURCES OF INCOME**[Major customers, clients, and other sources of income to businesses owned by the reporting person - See instructions]  
(If you have nothing to report, write "none" or "n/a")

NAME OF BUSINESS ENTITY	NAME OF MAJOR SOURCES OF BUSINESS' INCOME	ADDRESS OF SOURCE	PRINCIPAL BUSINESS ACTIVITY OF SOURCE

**PART C -- REAL PROPERTY** [Land, buildings owned by the reporting person - See instructions]  
(If you have nothing to report, write "none" or "n/a")

You are not limited to the space on the lines on this form. Attach additional sheets, if necessary.

**FILING INSTRUCTIONS** for when and where to file this form are located at the bottom of page 2.**INSTRUCTIONS** on who must file this form and how to fill it out begin on page 3.

**PART D — INTANGIBLE PERSONAL PROPERTY** [Stocks, bonds, certificates of deposit, etc. - See instructions]  
 (If you have nothing to report, write "none" or "n/a")

TYPE OF INTANGIBLE	BUSINESS ENTITY TO WHICH THE PROPERTY RELATES

**PART E — LIABILITIES** [Major debts - See instructions]  
 (If you have nothing to report, write "none" or "n/a")

NAME OF CREDITOR	ADDRESS OF CREDITOR

**PART F — INTERESTS IN SPECIFIED BUSINESSES** [Ownership or positions in certain types of businesses - See instructions]  
 (If you have nothing to report, write "none" or "n/a")

NAME OF BUSINESS ENTITY	BUSINESS ENTITY # 1	BUSINESS ENTITY # 2
ADDRESS OF BUSINESS ENTITY		
PRINCIPAL BUSINESS ACTIVITY		
POSITION HELD WITH ENTITY		
I OWN MORE THAN A 5% INTEREST IN THE BUSINESS		
NATURE OF MY OWNERSHIP INTEREST		

**PART G — TRAINING**

For **elected municipal officers** required to complete annual ethics training pursuant to section 112.3142, F.S.

**I CERTIFY THAT I HAVE COMPLETED THE REQUIRED TRAINING.**

**IF ANY OF PARTS A THROUGH G ARE CONTINUED ON A SEPARATE SHEET, PLEASE CHECK HERE**

**SIGNATURE OF FILER:**

**Signature:**

\_\_\_\_\_

**Date Signed:**

\_\_\_\_\_

**CPA or ATTORNEY SIGNATURE ONLY**

If a certified public accountant licensed under Chapter 473, or attorney in good standing with the Florida Bar prepared this form for you, he or she must complete the following statement:

I, \_\_\_\_\_, prepared the CE Form 1 in accordance with Section 112.3145, Florida Statutes, and the instructions to the form. Upon my reasonable knowledge and belief, the disclosure herein is true and correct.

CPA/Attorney Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

**FILING INSTRUCTIONS:**

If you were mailed the form by the Commission on Ethics or a County Supervisor of Elections for your annual disclosure filing, return the form to that location. To determine what category your position falls under, see page 3 of instructions.

**Local officers/employees** file with the Supervisor of Elections of the county in which they permanently reside. (If you do not permanently reside in Florida, file with the Supervisor of the county where your agency has its headquarters.) Form 1 filers who file with the Supervisor of Elections may file by mail or email. Contact your Supervisor of Elections for the mailing address or email address to use. Do not email your form to the Commission on Ethics, it will be returned.

**State officers or specified state employees** who file with the Commission on Ethics may file by mail or email. To file by mail, send the completed form to P.O. Drawer 15709, Tallahassee, FL 32317-5709; physical address: 325 John Knox Rd, Bldg E, Ste 200, Tallahassee, FL 32303. To file with the Commission by email, scan your completed form and any attachments as a pdf (do not use any other format), send it to CEForm1@leg.state.fl.us and retain a copy for your records. Do not file by both mail and email. Choose only one filing method. Form 6s will not be accepted via email.

**Candidates** file this form together with their filing papers.

**MULTIPLE FILING UNNECESSARY:** A candidate who files a Form 1 with a qualifying officer is not required to file with the Commission or Supervisor of Elections.

**WHEN TO FILE: Initially,** each local officer/employee, state officer, and specified state employee must file **within 30 days** of the date of his or her appointment or of the beginning of employment. Appointees who must be confirmed by the Senate must file prior to confirmation, even if that is less than 30 days from the date of their appointment.

**Candidates** must file at the same time they file their qualifying papers.

**Thereafter,** file by July 1 following each calendar year in which they hold their positions.

**Finally,** file a final disclosure form (Form 1F) within 60 days of leaving office or employment. Filing a CE Form 1F (Final Statement of Financial Interests) does not relieve the filer of filing a CE Form 1 if the filer was in his or her position on December 31, 2019.

## NOTICE

**Annual Statements of Financial Interests are due July 1. If the annual form is not filed or postmarked by September 1, an automatic fine of \$25 for each day late will be imposed, up to a maximum penalty of \$1,500. Failure to file also can result in removal from public office or employment. [s. 112.3145, F.S.]**

**In addition, failure to make any required disclosure constitutes grounds for and may be punished by one or more of the following: disqualification from being on the ballot, impeachment, removal or suspension from office or employment, demotion, reduction in salary, reprimand, or a civil penalty not exceeding \$10,000. [s. 112.317, F.S.]**

## **WHO MUST FILE FORM 1:**

1) Elected public officials not serving in a political subdivision of the state and any person appointed to fill a vacancy in such office, unless required to file full disclosure on Form 6.

2) Appointed members of each board, commission, authority, or council having statewide jurisdiction, excluding members of solely advisory bodies, but including judicial nominating commission members; Directors of Enterprise Florida, Scripps Florida Funding Corporation, and Career Source Florida; and members of the Council on the Social Status of Black Men and Boys; the Executive Director, Governors, and senior managers of Citizens Property Insurance Corporation; Governors and senior managers of Florida Workers' Compensation Joint Underwriting Association; board members of the Northeast Fla. Regional Transportation Commission; board members of Triumph Gulf Coast, Inc; board members of Florida Is For Veterans, Inc.; and members of the Technology Advisory Council within the Agency for State Technology.

3) The Commissioner of Education, members of the State Board of Education, the Board of Governors, the local Boards of Trustees and Presidents of state universities, and the Florida Prepaid College Board.

4) Persons elected to office in any political subdivision (such as municipalities, counties, and special districts) and any person appointed to fill a vacancy in such office, unless required to file Form 6.

5) Appointed members of the following boards, councils, commissions, authorities, or other bodies of county, municipality, school district, independent special district, or other political subdivision: the governing body of the subdivision; community college or junior college district boards of trustees; boards having the power to enforce local code provisions; boards of adjustment; community redevelopment agencies; planning or zoning boards having the power to recommend, create, or modify land planning or zoning within a political subdivision, except for citizen advisory committees, technical coordinating committees, and similar groups who only have the power to make recommendations to planning or zoning boards, and except for representatives of a military installation acting on behalf of all military installations within that jurisdiction; pension or retirement boards empowered to invest pension or retirement funds or determine entitlement to or amount of pensions or other retirement benefits, and the Pinellas County Construction Licensing Board.

6) Any appointed member of a local government board who is required to file a statement of financial interests by the appointing authority or the enabling legislation, ordinance, or resolution creating the board.

7) Persons holding any of these positions in local government: mayor; county or city manager; chief administrative employee or finance

director of a county, municipality, or other political subdivision; county or municipal attorney; chief county or municipal building inspector; county or municipal water resources coordinator; county or municipal pollution control director; county or municipal environmental control director; county or municipal administrator with power to grant or deny a land development permit; chief of police; fire chief; municipal clerk; appointed district school superintendent; community college president; district medical examiner; purchasing agent (regardless of title) having the authority to make any purchase exceeding \$35,000 for the local governmental unit.

8) Officers and employees of entities serving as chief administrative officer of a political subdivision.

9) Members of governing boards of charter schools operated by a city or other public entity.

10) Employees in the office of the Governor or of a Cabinet member who are exempt from the Career Service System, excluding secretarial, clerical, and similar positions.

11) The following positions in each state department, commission, board, or council: Secretary, Assistant or Deputy Secretary, Executive Director, Assistant or Deputy Executive Director, and anyone having the power normally conferred upon such persons, regardless of title.

12) The following positions in each state department or division: Director, Assistant or Deputy Director, Bureau Chief, and any person having the power normally conferred upon such persons, regardless of title.

13) Assistant State Attorneys, Assistant Public Defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel, Public Counsel, full-time state employees serving as counsel or assistant counsel to a state agency, administrative law judges, and hearing officers.

14) The Superintendent or Director of a state mental health institute established for training and research in the mental health field, or any major state institution or facility established for corrections, training, treatment, or rehabilitation.

15) State agency Business Managers, Finance and Accounting Directors, Personnel Officers, Grant Coordinators, and purchasing agents (regardless of title) with power to make a purchase exceeding \$35,000.

16) The following positions in legislative branch agencies: each employee (other than those employed in maintenance, clerical, secretarial, or similar positions and legislative assistants exempted by the presiding officer of their house); and each employee of the Commission on Ethics.

## **INSTRUCTIONS FOR COMPLETING FORM 1:**

**INTRODUCTORY INFORMATION** (Top of Form): If your name, mailing address, public agency, and position are already printed on the form, you do not need to provide this information unless it should be changed. To change any of this information, write the correct information on the form, and contact your agency's financial disclosure coordinator. You can find your coordinator on the Commission on Ethics website: [www.ethics.state.fl.us](http://www.ethics.state.fl.us).

**NAME OF AGENCY:** The name of the governmental unit which you serve or served, by which you are or were employed, or for which you are a candidate.

**DISCLOSURE PERIOD:** The "disclosure period" for your report is the calendar year ending December 31, 2019.

**OFFICE OR POSITION HELD OR SOUGHT:** The title of the office or position you held, are seeking, or held during the disclosure period even if you have since left that position. If you are a candidate for office or are a new employee or appointee, check the appropriate box.

**PUBLIC RECORD:** The disclosure form and everything attached to it is a public record. Your Social Security Number is not required and you should redact it from any documents you file. If you are an active or former officer or employee listed in Section 119.071, F.S., whose home address is exempt from disclosure, the Commission will maintain that confidentiality if you submit a written request.



## **MANNER OF CALCULATING REPORTABLE INTEREST**

Filers have the option of reporting based on either thresholds that are comparative (usually, based on percentage values) or thresholds that are based on absolute dollar values. The instructions on the following pages specifically describe the different thresholds. Check the box that reflects the choice you have made. You must use the type of threshold you have chosen for each part of the form. In other words, if you choose to report based on absolute dollar value thresholds, you cannot use a percentage threshold on any part of the form.

### **IF YOU HAVE CHOSEN DOLLAR VALUE THRESHOLDS THE FOLLOWING INSTRUCTIONS APPLY**

#### **PART A — PRIMARY SOURCES OF INCOME**

[Required by s. 112.3145(3)(b)1, F.S.]

Part A is intended to require the disclosure of your principal sources of income during the disclosure period. You do not have to disclose any public salary or public position(s). The income of your spouse need not be disclosed; however, if there is joint income to you and your spouse from property you own jointly (such as interest or dividends from a bank account or stocks), you should disclose the source of that income if it exceeded the threshold.

Please list in this part of the form the name, address, and principal business activity of each source of your income which exceeded \$2,500 of gross income received by you in your own name or by any other person for your use or benefit.

"Gross income" means the same as it does for income tax purposes, even if the income is not actually taxable, such as interest on tax-free bonds. Examples include: compensation for services, income from business, gains from property dealings, interest, rents, dividends, pensions, IRA distributions, social security, distributive share of partnership gross income, and alimony, but not child support.

Examples:

— If you were employed by a company that manufactures computers and received more than \$2,500, list the name of the company, its address, and its principal business activity (computer manufacturing).

— If you were a partner in a law firm and your distributive share of partnership gross income exceeded \$2,500, list the name of the firm, its address, and its principal business activity (practice of law).

— If you were the sole proprietor of a retail gift business and your gross income from the business exceeded \$2,500, list the name of the business, its address, and its principal business activity (retail gift sales).

— If you received income from investments in stocks and bonds, list each individual company from which you derived more than \$2,500. Do not aggregate all of your investment income.

— If more than \$2,500 of your gross income was gain from the sale of property (not just the selling price), list as a source of income the purchaser's name, address and principal business activity. If the purchaser's identity is unknown, such as where securities listed on an exchange are sold through a brokerage firm, the source of income should be listed as "sale of (name of company) stock," for example.

— If more than \$2,500 of your gross income was in the form of interest from one particular financial institution (aggregating interest from all CD's, accounts, etc., at that institution), list the name of the institution, its address, and its principal business activity.

#### **PART B — SECONDARY SOURCES OF INCOME**

[Required by s. 112.3145(3)(b)2, F.S.]

This part is intended to require the disclosure of major customers, clients, and other sources of income to businesses in which you own an interest. It is not for reporting income from second jobs. That kind of income should be reported in Part A "Primary Sources of Income," if it meets the reporting threshold. You will not have anything to report unless, during the disclosure period:

(1) You owned (either directly or indirectly in the form of an equitable or beneficial interest) more than 5% of the total assets or capital stock of a business entity (a corporation, partnership, LLC, limited partnership, proprietorship, joint venture, trust, firm, etc., doing business in Florida); **and,**

(2) You received more than \$5,000 of your gross income during the disclosure period from that business entity.

If your interests and gross income exceeded these thresholds, then for that business entity you must list every source of income to the business entity which exceeded 10% of the business entity's gross income (computed on the basis of the business entity's most recently completed fiscal year), the source's address, and the source's principal business activity.

Examples:

— You are the sole proprietor of a dry cleaning business, from which you received more than \$5,000. If only one customer, a uniform rental company, provided more than 10% of your dry cleaning business, you must list the name of the uniform rental company, its address, and its principal business activity (uniform rentals).

— You are a 20% partner in a partnership that owns a shopping mall and your partnership income exceeded the above thresholds. List each tenant of the mall that provided more than 10% of the partnership's gross income and the tenant's address and principal business activity.

#### **PART C — REAL PROPERTY**

[Required by s. 112.3145(3)(b)3, F.S.]

In this part, list the location or description of all real property in Florida in which you owned directly or indirectly at any time during the disclosure period in excess of 5% of the property's value. You are not required to list your residences. You should list any vacation homes if you derive income from them.

Indirect ownership includes situations where you are a beneficiary of a trust that owns the property, as well as situations where you own more than 5% of a partnership or corporation that owns the property. The value of the property may be determined by the most recently assessed value for tax purposes, in the absence of a more current appraisal.

The location or description of the property should be sufficient to enable anyone who looks at the form to identify the property. A street address should be used, if one exists.

#### **PART D — INTANGIBLE PERSONAL PROPERTY**

[Required by s. 112.3145(3)(b)3, F.S.]

Describe any intangible personal property that, at any time during the disclosure period, was worth more than \$10,000 and state the business entity to which the property related. Intangible personal property includes things such as cash on hand, stocks, bonds, certificates of deposit, vehicle leases, interests in businesses, beneficial interests in trusts, money owed you, Deferred Retirement Option Program (DROP) accounts, the Florida Prepaid College Plan, and bank accounts. Intangible personal property also includes investment products held in IRAs, brokerage accounts, and the Florida College Investment Plan. Note that the product contained in a brokerage account, IRA, or the Florida College Investment Plan is your asset—not the account or plan itself. Things like automobiles and houses you own, jewelry, and paintings are not intangible property. Intangibles relating to the same business entity may be aggregated; for example, CDs and savings accounts with the same bank. Property owned as tenants by the entirety or as joint tenants with right of survivorship should be valued at 100%. The value of a leased vehicle is the vehicle's present value minus the lease residual (a number found on the lease document).

## PART E — LIABILITIES

[Required by s. 112.3145(3)(b)4, F.S.]

List the name and address of each creditor to whom you owed more than \$10,000 at any time during the disclosure period. The amount of the liability of a vehicle lease is the sum of any past-due payments and all unpaid prospective lease payments. You are not required to list the amount of any debt. You do not have to disclose credit card and retail installment accounts, taxes owed (unless reduced to a judgment), indebtedness on a life insurance policy owed to the company of issuance, or contingent liabilities. A "contingent liability" is one that will become an actual liability only when one or more future events occur or fail to occur, such as where you are liable only as a guarantor, surety, or endorser on a promissory note. If you are a "co-maker" and are jointly liable or jointly and severally liable, then it is not a contingent liability.

## PART F — INTERESTS IN SPECIFIED BUSINESSES

[Required by s. 112.3145(6), F.S.]

The types of businesses covered in this disclosure include: state and federally chartered banks; state and federal savings and loan associations; cemetery companies; insurance companies; mortgage companies; credit unions; small loan companies; alcoholic beverage licensees; pari-mutuel wagering companies, utility companies, entities controlled by the Public Service Commission; and entities granted a franchise to operate by either a city or a county government.

Disclose in this part the fact that you owned during the disclosure period an interest in, or held any of certain positions with the types of businesses listed above. You must make this disclosure if you own or owned (either directly or indirectly in the form of an equitable or beneficial interest) at any time during the disclosure period more than 5% of the total assets or capital stock of one of the types of business entities listed above. You also must complete this part of the form for each of these types of businesses for which you are, or were at any time during the disclosure period, an officer, director, partner, proprietor, or agent (other than a resident agent solely for service of process).

If you have or held such a position or ownership interest in one of these types of businesses, list the name of the business, its address and principal business activity, and the position held with the business (if any). If you own(ed) more than a 5% interest in the business, indicate that fact and describe the nature of your interest.

## PART G — TRAINING CERTIFICATION

[Required by s. 112.3142, F.S.]

If you are a Constitutional or elected municipal officer whose service began before March 31 of the year for which you are filing, you are required to complete four hours of ethics training which addresses Article II, Section 8 of the Florida Constitution, the Code of Ethics for Public Officers and Employees, and the public records and open meetings laws of the state. You are required to certify on this form that you have taken such training.

**(End of Dollar Value Thresholds Instructions.)**

# IF YOU HAVE CHOSEN COMPARATIVE (PERCENTAGE) THRESHOLDS THE FOLLOWING INSTRUCTIONS APPLY

## PART A — PRIMARY SOURCES OF INCOME

[Required by s. 112.3145(3)(a)1, F.S.]

Part A is intended to require the disclosure of your principal sources of income during the disclosure period. You do not have to disclose any public salary or public position(s), but income from these public sources should be included when calculating your gross income for the disclosure period. The income of your spouse need not be disclosed; however, if there is joint income to you and your spouse from property you own jointly (such as interest or dividends from a bank account or stocks), you should include all of that income when calculating your gross income and disclose the source of that income if it exceeded the threshold.

Please list in this part of the form the name, address, and principal business activity of each source of your income which exceeded 5% of the gross income received by you in your own name or by any other person for your benefit or use during the disclosure period.

"Gross income" means the same as it does for income tax purposes, even if the income is not actually taxable, such as interest on tax-free bonds. Examples include: compensation for services, income from business, gains from property dealings, interest, rents, dividends, pensions, IRA distributions, social security, distributive share of partnership gross income, and alimony, but not child support.

Examples:

— If you were employed by a company that manufactures computers and received more than 5% of your gross income from the company, list the name of the company, its address, and its principal business activity (computer manufacturing).

— If you were a partner in a law firm and your distributive share of partnership gross income exceeded 5% of your gross income, then list the name of the firm, its address, and its principal business activity (practice of law).

— If you were the sole proprietor of a retail gift business and your gross income from the business exceeded 5% of your total gross income, list the name of the business, its address, and its principal business activity (retail gift sales).

— If you received income from investments in stocks and bonds, list each individual company from which you derived

more than 5% of your gross income. Do not aggregate all of your investment income.

— If more than 5% of your gross income was gain from the sale of property (not just the selling price), list as a source of income the purchaser's name, address, and principal business activity. If the purchaser's identity is unknown, such as where securities listed on an exchange are sold through a brokerage firm, the source of income should be listed as "sale of (name of company) stock," for example.

— If more than 5% of your gross income was in the form of interest from one particular financial institution (aggregating interest from all CD's, accounts, etc., at that institution), list the name of the institution, its address, and its principal business activity.

## PART B — SECONDARY SOURCES OF INCOME

[Required by s. 112.3145(3)(a)2, F.S.]

This part is intended to require the disclosure of major customers, clients, and other sources of income to businesses in which you own an interest. It is not for reporting income from second jobs. That kind of income should be reported in Part A, "Primary Sources of Income," if it meets the reporting threshold. You will **not** have anything to report **unless** during the disclosure period:

(1) You owned (either directly or indirectly in the form of an equitable or beneficial interest) more than 5% of the total assets or capital stock of a business entity (a corporation, partnership, LLC, limited partnership, proprietorship, joint venture, trust, firm, etc., doing business in Florida); **and,**

(2) You received more than 10% of your gross income from that business entity; **and,**

(3) You received more than \$1,500 in gross income from that business entity.

If your interests and gross income exceeded these thresholds, then for that business entity you must list every source of income to the business entity which exceeded 10% of the business entity's gross income (computed on the basis of the business entity's most recently completed fiscal year), the source's address, and the source's principal business activity.

Examples:

— You are the sole proprietor of a dry cleaning business, from which you received more than 10% of your gross income—an amount that was more than \$1,500. If only one customer, a uniform rental company, provided more than 10% of your dry cleaning business, you must list the name of the uniform rental company, its address, and its principal business activity (uniform rentals).

— You are a 20% partner in a partnership that owns a shopping mall and your partnership income exceeded the thresholds listed above. You should list each tenant of the mall that provided more than 10% of the partnership's gross income, and the tenant's address and principal business activity.

### **PART C — REAL PROPERTY**

[Required by s. 112.3145(3)(a)3, F.S.]

In this part, list the location or description of all real property in Florida in which you owned directly or indirectly at any time during the disclosure period in excess of 5% of the property's value. You are not required to list your residences. You should list any vacation homes, if you derive income from them.

Indirect ownership includes situations where you are a beneficiary of a trust that owns the property, as well as situations where you own more than 5% of a partnership or corporation that owns the property. The value of the property may be determined by the most recently assessed value for tax purposes, in the absence of a more current appraisal.

The location or description of the property should be sufficient to enable anyone who looks at the form to identify the property. A street address should be used, if one exists.

### **PART D — INTANGIBLE PERSONAL PROPERTY**

[Required by s. 112.3145(3)(a)3, F.S.]

Describe any intangible personal property that, at any time during the disclosure period, was worth more than 10% of your total assets, and state the business entity to which the property related. Intangible personal property includes things such as cash on hand, stocks, bonds, certificates of deposit, vehicle leases, interests in businesses, beneficial interests in trusts, money owed you, Deferred Retirement Option Program (DROP) accounts, the Florida Prepaid College Plan, and bank accounts. Intangible personal property also includes investment products held in IRAs, brokerage accounts, and the Florida College Investment Plan. Note that the product contained in a brokerage account, IRA, or the Florida College Investment Plan is your asset—not the account or plan itself. Things like automobiles and houses you own, jewelry, and paintings are not intangible property. Intangibles relating to the same business entity may be aggregated; for example, CD's and savings accounts with the same bank.

Calculations: To determine whether the intangible property exceeds 10% of your total assets, total the fair market value of all of your assets (including real property, intangible property, and tangible personal property such as jewelry, furniture, etc.). When making this calculation, do not subtract any liabilities (debts) that may relate to the property. Multiply the total figure by 10% to arrive at the disclosure threshold. List only the intangibles that exceed this threshold amount. The value of a leased vehicle is the vehicle's present value minus the lease residual (a number which can be found on the lease document). Property that is only jointly owned property should be valued according to the percentage of your joint ownership. Property owned as tenants by the entirety or as joint tenants with right of survivorship should be valued at 100%. None of your calculations or the value of the property have to be disclosed on the form.

Example: You own 50% of the stock of a small corporation that is worth \$100,000, the estimated fair market value of your home and other property (bank accounts, automobile, furniture, etc.) is \$200,000. As your total assets are worth \$250,000, you must disclose intangibles worth over \$25,000. Since the value of the stock exceeds this threshold, you should list "stock" and the name of the corporation. If your accounts with a particular bank exceed \$25,000, you should list "bank accounts" and bank's name.

### **PART E — LIABILITIES**

[Required by s. 112.3145(3)(b)4, F.S.]

List the name and address of each creditor to whom you owed any amount that, at any time during the disclosure period, exceeded your net worth. You are not required to list the amount of any debt or your net worth. You do not have to disclose: credit card and retail installment accounts, taxes owed (unless reduced to a judgment), indebtedness on a life insurance policy owed to the company of issuance, or contingent liabilities. A "contingent liability" is one that will become an actual liability only when one or more future events occur or fail to occur, such as where you are liable only as a guarantor, surety, or endorser on a promissory note. If you are a "co-maker" and are jointly liable or jointly and severally liable, it is not a contingent liability.

Calculations: To determine whether the debt exceeds your net worth, total all of your liabilities (including promissory notes, mortgages, credit card debts, judgments against you, etc.). The amount of the liability of a vehicle lease is the sum of any past-due payments and all unpaid prospective lease payments. Subtract the sum total of your liabilities from the value of all your assets as calculated above for Part D. This is your "net worth." List each creditor to whom your debt exceeded this amount unless it is one of the types of indebtedness listed in the paragraph above (credit card and retail installment accounts, etc.). Joint liabilities with others for which you are "jointly and severally liable," meaning that you may be liable for either your part or the whole of the obligation, should be included in your calculations at 100% of the amount owed.

Example: You owe \$15,000 to a bank for student loans, \$5,000 for credit card debts, and \$60,000 (with spouse) to a savings and loan for a home mortgage. Your home (owned by you and your spouse) is worth \$80,000 and your other property is worth \$20,000. Since your net worth is \$20,000 (\$100,000 minus \$80,000), you must report only the name and address of the savings and loan.

### **PART F — INTERESTS IN SPECIFIED BUSINESSES**

[Required by s. 112.3145, F.S.]

The types of businesses covered in this disclosure include: state and federally chartered banks; state and federal savings and loan associations; cemetery companies; insurance companies; mortgage companies; credit unions; small loan companies; alcoholic beverage licensees; pari-mutuel wagering companies, utility companies, entities controlled by the Public Service Commission; and entities granted a franchise to operate by either a city or a county government.

Disclose in this part the fact that you owned during the disclosure period an interest in, or held any of certain positions with, the types of businesses listed above. You are required to make this disclosure if you own or owned (either directly or indirectly in the form of an equitable or beneficial interest) at any time during the disclosure period more than 5% of the total assets or capital stock of one of the types of business entities listed above. You also must complete this part of the form for each of these types of businesses for which you are, or were at any time during the disclosure period, an officer, director, partner, proprietor, or agent (other than a resident agent solely for service of process).

If you have or held such a position or ownership interest in one of these types of businesses, list the name of the business, its address and principal business activity, and the position held with the business (if any). If you own(ed) more than a 5% interest in the business, indicate that fact and describe the nature of your interest.

### **PART G — TRAINING CERTIFICATION**

[Required by s. 112.3142, F.S.]

If you are a Constitutional or elected municipal officer whose service began before March 31 of the year for which you are filing, you are required to complete four hours of ethics training which addresses Article II, Section 8 of the Florida Constitution, the Code of Ethics for Public Officers and Employees, and the public records and open meetings laws of the state. You are required to certify on this form that you have taken such training.

**(End of Percentage Thresholds Instructions.)**