

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

December and January Holiday Information

The District offices will 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 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 No. 1 - No. 11

If you live in Districts No. 1 - No. 11 in the Sumter County, Marion County or Fruitland Park portions of The Villages, there will be no sanitation collection on Friday, January 1, 2021. For the residents with Friday as their collection day, the collection will be on Saturday, January 2nd. There is no change for residents who have Monday and Thursday collections.

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, January 1, 2021. Collection will be on your next scheduled day, Tuesday, January 5th. There is no change for residents who have Monday and Thursday collections.

If you live in the **Lake County portion of The Villages** (not including District No. 11), there will be no sanitation collection on Friday, January 1, 2021. For the residents with Friday as their collection day, collection will be on Saturday, January 2nd. There is no change for residents who have Monday and Thursday collections.

If you live in the **Town of Lady Lake portion of The Villages**, there will be no sanitation collection on Friday, January 1, 2021. Collection will be on your next scheduled day, Tuesday, January 5th. There is no change for residents who have Monday and Thursday collections.

Christmas Tree Collection

Village Community Development Districts No. 1 - No. 11

If you live in Districts 1-11 in the Sumter County, Marion County or Fruitland Park portions of The Villages, discarded live Christmas Trees can be placed at the curb and will be collected with your regular household trash on your designated day. **The trees must follow the procedures for yard waste. Tree limbs and branches may not exceed four (4) feet in length, four (4) inches in diameter or exceed 40 pounds.**

Artificial trees should be taken apart and placed curb side in sections and will be collected with your regular household trash on your designated day. If you have any questions please contact sanitation at 352-748-0109.

Village Community Development District No. 12 and No. 13

If you live in Districts 12 and 13, live and artificial trees can be placed at the curb and will be collected with your regular household trash on your designated day. If you have any questions, please contact the Utilities Department at 352-750-0000.

If you live in the **Lake County portion of The Villages** (not including District No. 11), live trees can be placed at the curb on your assigned yard waste day and must be in 4' lengths and no more than 6" in diameter. To discard artificial trees, please call Lake County Solid Waste to schedule a bulk pick up at 352-343-3776.

If you live in the **Town of Lady Lake portion of The Villages**, live and artificial trees can be placed at the curb and will be collected with your regular household trash on your designated day. If you have any questions, please contact Waste Management at 352-787-4416.



Information Provided by Sumter County

PRESS RELEASE

Immediate Release: December 29, 2020 COVID-19 Vaccinations Sumter County, FL –

Contact: Bradley Arnold County Administrator

(352) 689-4400

bradley.arnold@sumtercountyfl.gov

According to the Sumter County Health Department website, <http://sumter.floridahealth.gov>, 170 persons had their first dose of a COVID-19 vaccine as of December 27, 2020, in Sumter County. The vaccinations are primarily associated with the State of Florida's deployment of CVS Pharmacy to vaccinate the employees and patients in long-term care facilities. The second long-term care facility to receive the vaccinations occurred today, with three more scheduled from January 6-8, 2021.

Separate from the CVS Pharmacy deployment, 2,500 first doses of the Moderna vaccine were received by the Sumter County Health Department on December 27, 2020. These first doses will be used for the hospital employees and medical office personnel in Sumter County in preparation for when more doses arrive to serve the public as defined by Governor DeSantis' Executive Order. The Sumter County Health Department reports all first doses will be used for that purpose rather than holding half in reserve for the second dose treatment.

It is important for interested persons to understand the Moderna vaccine, what you should share with your physician before taking the vaccine, as well as the risks of the vaccine. For an updated fact sheet and additional information about the vaccine, please visit www.modernatx.com/covid19vaccine-eua.

The Sumter County Health Department has not yet established a list, line, or registry for an individual to sign up to receive the vaccine as the State of Florida has not defined the schedule and volume of distribution to Sumter County at this time. Please watch the Sumter County Health Department website and press releases for future announcements.

www.sumtercountyfl.gov

Information Provided By...

The Villages®
Community Development Districts
Finance

A Note from the Finance Customer Service Team:

We recently changed our remittance address for the Utilities bills. If you are making payments via your banks online bill payment service, please update the mailing address to which you submit your monthly payment for your utility and amenity billing.

From:

984 Old Mill Run

The Villages, FL 32162-1675

(This address remains for all other District correspondence.)

To:

P.O. Box 2230

The Villages, FL 32158-2230

(For payments only.)

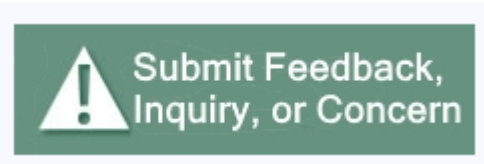
Please ensure that your check is made payable to: VCSA, LSSA, NSU, CSU or SSU and that your account number is referenced in this format: A123-1234-12

Please correct this information on your banks website to avoid delays in payment receipt and processing.

If you have any questions, please contact the Finance Customer Service Department at Utilities@DistrictGov.org or at 352-750-0000.



Frequently Asked Questions and Answers



The Villages®

Community Development Districts

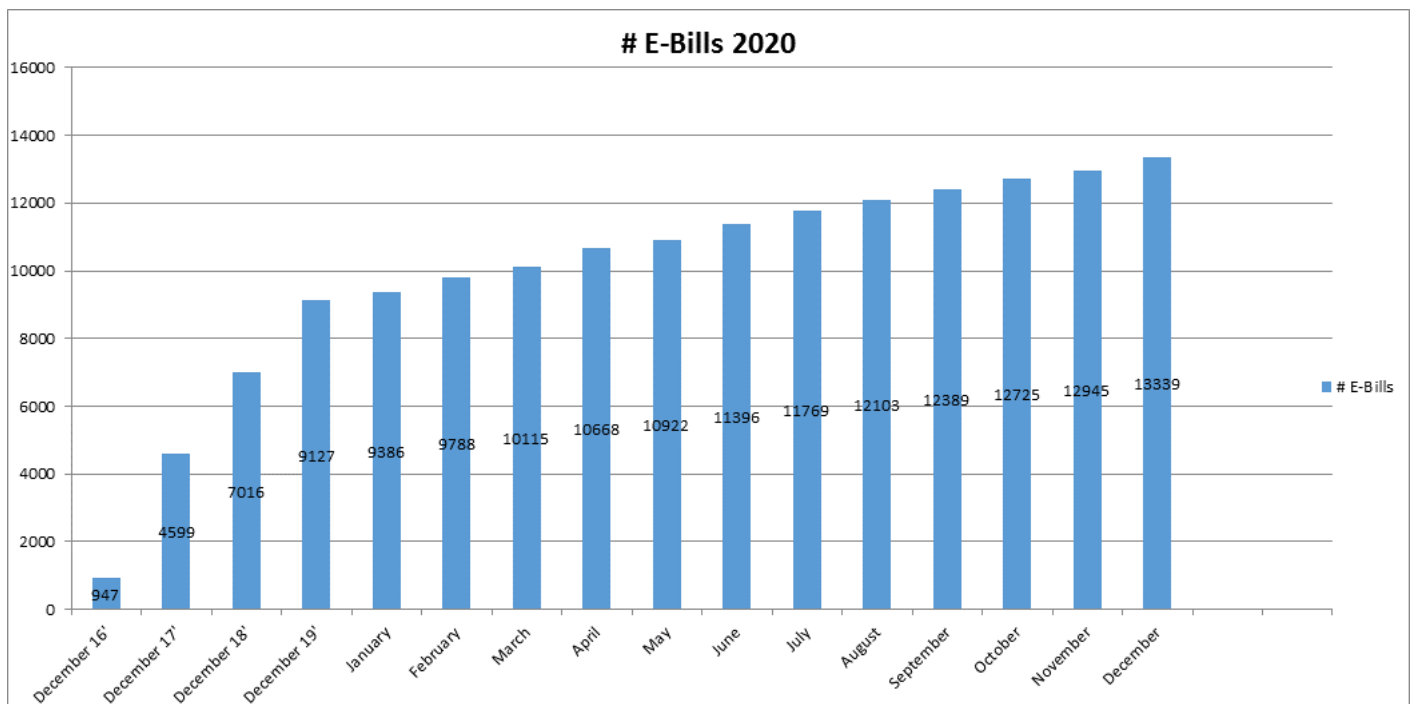
Finance

Did you know that you can receive your monthly statement for utilities & amenities via e-mail?

We are proud to offer this convenience and help reduce our carbon foot print.

The number of subscribers continues to increase every month!

To sign up, visit www.DistrictGov.org and click ‘Sign Up for E-Billing’ under Quick Links on the left hand side of the page.



Information Provided By...

The Villages®
Community Development Districts
Recreation & Parks



Weekend Services -

Guest ID Card Services, Trail Fees and Activity registration are available 7 days a week:

- Saturday & Sunday from 8:30am-12pm at La Hacienda, Lake Miona, Eisenhower, Rohan & Everglades Regional Recreation Complexes Only

WEEKEND SERVICES

Saturday and Sunday | 8:30a.m. – Noon
LA HACIENDA | LAKE MIONA | EISENHOWER
ROHAN | EVERGLADES
REGIONAL RECREATION CENTERS

THE RECREATION DEPARTMENT'S WEEKEND SERVICES INCLUDE:

- EXECUTIVE TRAIL FEES
- GUEST ID SERVICES
- ACTIVITY REGISTRATION



For more resident information, call 352-674-1800.

The Villages®
Recreation & Parks
www.DistrictGov.org

Information Provided By...

The Villages®
Community Development Districts
Recreation & Parks



Outdoor Excursion to re-open in January –

Registration is now open for the Recreation and Parks Department's Guided Fishing, Kayaking and Nature Tours on Lake Sumter. Experience Lake Sumter up-close and personal. The complete schedule is available at <https://www.districtgov.org/departments/Recreation/OutdoorExcursions.aspx>

LAKE SUMTER LINE

◆ EXCURSIONS ◆

SCENIC CRUISES*

AVAILABLE DAILY
1:00 PM – SUNSET



GUIDED TOURS
FISHING, KAYAKING
& NATURE PONTOON

Visit any Regional Recreation Complex or online at DistrictGov.org for available dates and to register!

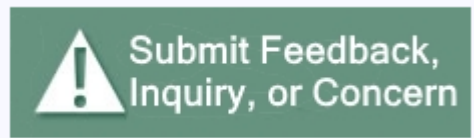
Visit DistrictGov.org or call 352-751-7110 for additional information.

*Weather & lake conditions permitting.

The Villages®
Recreation & Parks



Frequently Asked Questions and Answers



Who provides road maintenance in The Villages Community?

As The Villages continues to grow, the various municipal entities which provide maintenance services for the associated roadway infrastructure also grow. Road maintenance in The Villages Community falls under the purview of various governmental entities. If you have concerns pertaining to road maintenance in your area, please contact the appropriate agency below. If you are not sure who to call, please contact District Property Management at (352) 753-4022 for assistance.

Roads located within the Lady Lake/Lake County portion of The Villages - Lady Lake Public Works- 352-751-1500 or Lake County Road Works- 352-343-6439.

Roads located within District 4 (Marion County) portion of The Villages – District Property Management– 352-753-4022.

Roads (with the exception of villa roads) located within Districts 1-3 and 5-10 in the Sumter County portion of The Villages – Sumter County Public Works- 352-689-4400.

Roads located within District 11 (Fruitland Park) portion of The Villages – Fruitland Park Public Works– 352-360-6795.

Roads located within District 12 of The Villages— the vast majority of roads within District 12 are maintained by the City of Wildwood Public Works - 352-330-1343. If appropriate, they will refer the call to Sumter County.

Villa Roads located in Districts 1-3 and 5-11 in the Sumter County & Fruitland Park portion of The Villages – District Property Management – 352-753-4022.

Tunnel Closures



Tunnel Closures

The multi-modal path tunnels located under Buena Vista Boulevard and El Camino Real are scheduled to be painted January 4, 2021 through January 17, 2021. These dates may be adjusted due to unforeseen circumstances, including weather.

All work is scheduled between 9:00 p.m. and 5:00 a.m. There will be short periods during the night where the tunnels will be closed and an alternate route must be taken.

B1 - 16680 Buena Vista Blvd (Buena Vista/Mulberry)

B4 - 1700 Buena Vista Blvd (Buena Vista/Belle Aire/Alhambra)

B2 - 17200 Buena Vista Blvd (Buena Vista/Legacy)

B5 - 2890 El Camino Real (El Camino/Alhambra/Savannah)

B3 - 17700 Buena Vista Blvd (Buena Vista/Belle Meade)

B6 - 1530 Buena Vista Blvd (Buena Vista/Savannah)

Everything possible will be done to minimize your inconvenience. For the SAFETY of our crews and all residents, we ask that you please use caution and pay attention to all signage.

Your cooperation is greatly appreciated. For additional information, please contact District Property Management at (352) 753-4022.



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

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

The Southside Recreation Center Indoor Facilities and Outdoor Facilities will be closed for maintenance on January 10th.

⇒ **Silver Lake Recreation Center Indoor Facilities and Outdoor Facilities**

The Silver Lake Recreation Center Indoor Facilities and Outdoor Facilities will be closed for maintenance on January 10th.

⇒ **Saddlebrook Recreation Center Indoor Facilities, Outdoor Facilities and Adult Pool**

The Saddlebrook Recreation Center Indoor Facilities, Outdoor Facilities and Adult Pool will be closed for maintenance on January 3rd.

⇒ **Mulberry Grove Regional Recreation Complex**

The Mulberry Grove Regional Recreation Complex will have the Spirit/Patriot and Liberty/Old Glory Rooms closed for maintenance January 4th through January 13th.

⇒ **Churchill Street Recreation Center Triple Crown Room**

The Churchill Street Recreation Center Triple Crown Room will be closed for maintenance December 28th through January 3rd.

⇒ **Virginia Trace Neighborhood Adult Pool**

The Virginia Trace Neighborhood Adult Pool will be closed for maintenance until further notice.

⇒ **Caroline Neighborhood Adult Pool**

The Caroline Neighborhood Adult Pool will be closed for maintenance December 28th through December 29th.



The Villages®

Community Development Districts

Risk Management

According to a survey by YouGov, 48% of the people who made New Year's resolutions in 2019 wanted to lose weight. Other popular resolutions included exercising more (59%) and eating healthier (54%). So, if you're looking for the 'New Year, New You' mindset, you're not alone.

When it comes to weight loss, there's no lack of fad diets promising fast results. But such diets limit your nutritional intake, can be unhealthy and tend to fail in the long run.

The key to achieving and maintaining a healthy weight isn't about short-term dietary changes. It's about a lifestyle that includes healthy eating, regular physical activity and balancing the calories you consume with the calories your body uses.

Safe ways to manage your weight include:

- **Getting optimal sleep**

According to the CDC, adults age 18-60 years old should sleep 7 or more hours per night. After age 60, you should get between 7 and 9 hours per night.

- **Reducing stress**

Stress causes weight loss or weight gain and can vary from person to person. In some cases, stress may lead to missed meals and poor food choices.

- **Maintaining healthy eating habits**

Healthy eating helps us to maintain a healthy weight and reduces our risk of type 2 diabetes, high blood pressure, high cholesterol and the risk of developing cardiovascular disease and some cancers.

- **Regular physical activity**

Regular physical activity is important for good health and it's especially important if you're trying to lose weight or to maintain a healthy weight.





The Villages®

Community Development Districts

Risk Management

It's natural for anyone trying to lose weight to want to lose it very quickly. But people who lose weight gradually and steadily (about 1 to 2 pounds per week) are more successful at keeping the weight off. Healthy weight loss isn't just about a "diet" or "program". It's about an ongoing lifestyle that includes long-term changes in daily eating and exercise habits.

Even a modest weight loss of 5 to 10 percent of your total body weight is likely to produce health benefits, such as improvements in blood pressure, blood cholesterol and blood sugars.

Optimal Sleep : Experts agree that getting enough shut-eye is as important to health, well-being and your weight as are diet and exercise. Without proper sleep, it's easy to lean on a large latte to get moving. You might be tempted to skip exercise (too tired), get takeout for dinner and then turn in late because you're uncomfortably full. Lastly, too little sleep triggers a cortisol spike. This stress hormone signals your body to conserve energy to fuel your waking hours.



Tip for better sleep: set a fixed wake-up time (and stick with it), budget time for sleep, don't take daily or long naps and create a consistent routine that you follow each night.

Reducing Stress: Stress can make it difficult to fall asleep and stay asleep. It can also affect the quality of the sleep you do get, leading you to feel sluggish and fatigued. These disruptions can affect cortisol production, which can affect your metabolism. Your eating habits may also be impacted (comfort eating/ stress eating) and may make you reach for greasy unhealthy foods or sweets.

Tip: Before eating, ask yourself why you're eating — are you truly hungry or do you feel stressed or anxious?



The Villages®

Community Development Districts

Risk Management

- **Maintaining Healthy Eating Habits**

An eating plan that helps manage your weight includes a variety of healthy foods. Add an array of colors to your plate and think of it as eating the rainbow. Dark, leafy greens, oranges, and tomatoes—even fresh herbs—are loaded with vitamins, fiber and minerals

According to the Dietary Guidelines for Americans 2015–2020, a healthy eating plan:

- ⇒ Emphasizes fruits, vegetables, whole grains, and fat-free or low-fat milk and milk products.
- ⇒ Includes lean meats, poultry, fish, beans, eggs, and nuts.
- ⇒ Is low in saturated fats, trans fats, cholesterol, salt (sodium), and added sugars.
- ⇒ Stays within your daily calorie needs.

Don't worry! You can enjoy your favorite foods, even if they are high in calories, fat or added sugars. The key is eating them only once in a while and balancing them with healthier foods



- **Regular Physical Activity**

When losing weight, more physical activity increases the number of calories your body uses for energy or “burns off.” The burning of calories through physical activity, combined with reducing the number of calories you eat, creates a “calorie deficit” that results in weight loss.

Physical activity also helps to—

- ◇ Maintain weight.
- ◇ Reduce high blood pressure.
- ◇ Reduce risk for type 2 diabetes, heart attack, stroke, and several forms of cancer.
- ◇ Reduce arthritis pain and associated disability.
- ◇ Reduce risk for osteoporosis and falls.
- ◇ Reduce symptoms of depression and anxiety.



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Risk Management

Before you make a New Year's resolution to go on a fad diet, give yourself the gift of a new healthy life style. It takes time to create habits, take steps in all areas of your life to create a healthier future.



Make sure to not only celebrate your ultimate goal, but also your smaller accomplishments along the way. Reward yourself with something that makes you happy and reinforces your healthy commitment—like a relaxing day at the spa. Don't forget to invite your friends and family to be a part of your success. We wish you all the success on your happy, healthy New Year!

2021 Goals:

- ✓ Do not skip **breakfast**.
- ✓ Eat plenty of **fruit and veggies**
- ✓ Get more **active**
- ✓ Drink plenty of **water**

Source: <https://www.healthline.com/health/stress/stress-weight-loss>; https://www.cdc.gov/sleep/about_sleep/how_much_sleep.html; <https://www.cdc.gov/healthyweight/index.html>; <https://www.mayoclinic.org/healthy-lifestyle/stress-management/expert-answers/stress/faq-20058497>

Frequently Asked Questions and Answers



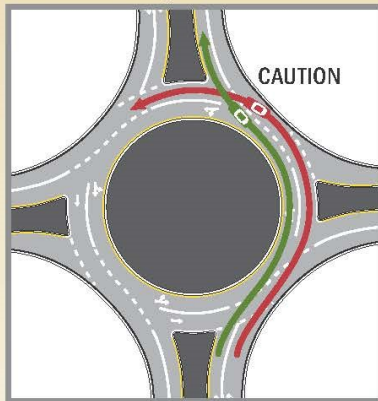
Submit Feedback,
Inquiry, or Concern

How do I travel around a roundabout?

For information about driving around a roundabout, see the resource below and on the following page from Sumter County.

Remember:

To avoid conflict, do not use the right-hand lane to make a left turn through the roundabout.



Approaching Roundabouts

- Reduce your speed and prepare to YIELD to all traffic in the roundabout.
- Guide signs provide guidance for approach street locations, not lane use orientation.

Choose your lane:

Approaching a two lane roundabout, make a lane choice according to the following rules:

- If you intend to exit the roundabout more than halfway around, use the LEFT-HAND lane.
- If you intend to exit the roundabout less than halfway around, use the RIGHT-HAND lane.
- If you intend to continue straight through, use either lane unless signs or markings indicate otherwise.

Navigating Roundabouts

- Move up to the entrance line and wait for a gap in traffic. DO NOT ENTER next to a vehicle in the roundabout, as that vehicle may be exiting at the next exit.
- Within the roundabout, do not stop except to avoid a collision; you have the right-of-way over entering traffic. Keep moving in a counterclockwise direction.
- Do not change lanes in a roundabout.
- A striped channelization island is present in several roundabouts, which reduces the circulatory roadway to one lane approaching a single-lane exit.



- 1 Central Island
- 2 Channelization Island
- 3 Pedestrian Refuge
- 4 Crosswalk
- 5 Yield Line
- 6 Splitter Island
- 7 Circulatory Roadway
- 8 Exit Lanes and Entry Lanes


Best Practices:

- Do not change lanes within the roundabout or as you exit
- Do not overtake other vehicles or bicyclists within the roundabout
- Be aware of other vehicles in the roundabout
- Follow pavement striping and arrows for guidance - exit roundabouts with caution
- YIELD to emergency vehicles before or after the roundabout - DO NOT STOP in the roundabout
- Give oversized vehicles extra room because they may need both lanes to maneuver
- Indicate your exit using your right-turn signal

For additional information, please refer to FHWA's *Roundabouts: An Informational Guide* at www.fhrc.gov/safety/00068.htm


PRODUCED BY  Kimley-Horn and Associates, Inc.
FOR SUMTER COUNTY PUBLIC WORKS DIVISION
FEBRUARY 2012

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Board of County Commissioners
Sumter County
FLORIDA

A Guide to Navigating
Roundabouts
in Sumter County, Florida




What is a Roundabout?

A roundabout is a circular intersection where vehicles yield at entry to traffic already within the circulatory roadway and all vehicles flow in a counter-clockwise direction around a central island.

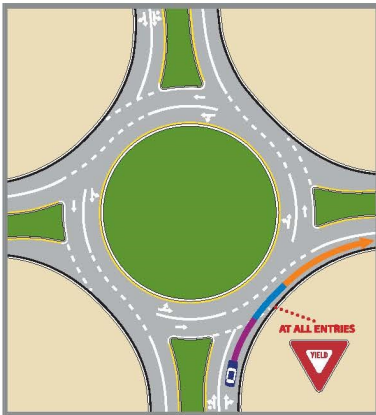
Sumter County
Board of County Commissioners

Frequently Asked Questions and Answers

 Submit Feedback, Inquiry, or Concern

How do I travel around a roundabout?

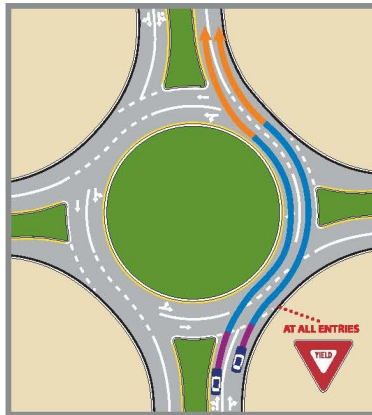
Driving Roundabouts



Turning Right



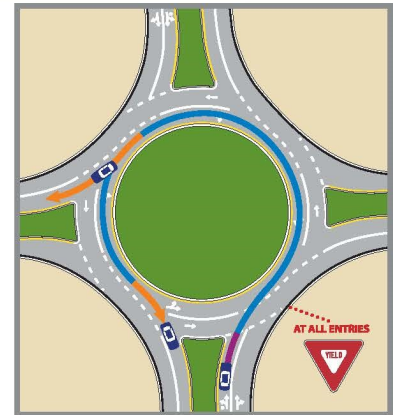
- 1. APPROACHING:** Be in the right-hand lane unless otherwise marked on the roadway, and use a right-turn signal.
- 2. CIRCULATING:** Keep to the right-hand (outside) lane of the roundabout and continue to use your right-turn signal through your exit. **Do not change lanes.**
- 3. EXITING:** Stay in the right-hand lane as you exit the roundabout.



Going Straight Ahead



- 1. APPROACHING:** You can be in either lane, unless otherwise marked on roadway or posted.
- 2. CIRCULATING:** Stay to the inside of the circulatory roadway if you entered from the left-hand approach lane, or stay to the outside if you entered from the right-hand approach lane. **Do not change lanes.**
- When you have passed the last exit before the one you want, use your right-turn signal and continue to use it through your exit.
- 4. EXITING:** As you exit the roundabout, be aware of vehicles traveling on the outside of the circulatory roadway that may continue to circulate around the roundabout.

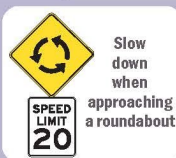


Turning Left or Making a U-Turn



- 1. APPROACHING:** Be in the left-hand lane unless otherwise marked on the roadway, and use a left-turn signal.
- 2. CIRCULATING:** Stay in the left-hand lane of the circulatory roadway until you are ready to exit.
- When you have passed the last exit before the one you want, use your right-turn signal and continue to use it through your exit. **Do not change lanes.**
- 4. EXITING:** As you exit the roundabout, be aware of vehicles traveling on the outside of the circulatory roadway that may continue to circulate around the roundabout.

Roundabout Signs:



GOLF CAR RULES OF THE ROAD AND SAFETY TIPS

When traveling the community in a golf car on a roadway or multi-modal path, we urge you to follow these rules of the road and safety tips to ensure a safe and enjoyable experience for everyone.

The multi-modal paths are designated for use by non-automotive, non-vehicular traffic such as bicycles, golf cars and pedestrians.

Slow Down and Enjoy The Ride!



RULES OF THE ROAD

1. Be 14 years or older to drive a golf car
2. Drive on neighborhood streets, marked roadside lanes, and multi-modal paths
3. Obey all traffic laws, signs and signals
4. Golf cars are subject to Florida's open alcoholic container laws
5. Speed not to exceed 20mph
6. Use hand and turn signals
7. Yield to automobiles
8. Come to a full stop at stop signs
9. Never enter a roundabout in a golf car
10. Golf cars are prohibited from roadways with posted speeds of 35mph or more

SAFETY TIPS

1. Provide a seat for each person/pet
2. Secure children and pets
3. Keep passengers seated in golf car
4. Keep arms and legs inside golf car
5. Enter traffic lane safely before turning left
6. Be aware of vehicles turning right (across the golf car lane)
7. Maintain golf car according to manufacturer's recommendations
8. Do not text/phone while driving
9. Limit passing slower golf cars
10. Pull off the path when you need to stop

BEFORE YOU DRIVE

Make sure the horn, brakes and lights work.

Check back-up alarm, tire pressure and applicable gauges.

Before backing up, look behind and see that all is clear.

If you have any landscaping or property management concerns while traveling throughout The Villages community, please call the District Customer Service Center at (352) 753-4508.

The Villages®
Community Development Districts
www.DistrictGov.org

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.



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.

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.)

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")

	BUSINESS ENTITY # 1	BUSINESS ENTITY # 2
NAME OF BUSINESS ENTITY		
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.

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 hold, 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.)