

BEFORE THE
STATE OF FLORIDA
COMMISSION ON ETHICS

In re JEFFREY PHIPPS)	Financial Disclosure Appeal
)	No. FD 21-069
Appellant.)	Final Order No. XXX
_____)	

FINAL ORDER

This matter came before the Commission on Ethics, meeting in public session on March 6, 2026, on the appeal of Appellant, pursuant to Section 112.3145(8)(g), Florida Statutes (2021) (subsequently redesignated to Section 112.3145(8)(f), Florida Statutes (2025)). There are no matters in dispute. Appellant did not request a hearing before the Commission.

Financial disclosure in the form of an annual CE Form 1 Statement of Financial Interests is required of certain public officials and employees because it enables the public to evaluate potential conflicts of interest, deters corruption, and increases public confidence in government. Section 112.3145(8)(f) assesses an automatic fine of \$25 per day on a person who fails to timely file a required CE Form 1 Statement of Financial Interests. The Commission may waive the fine in whole or in part for good cause shown based on "unusual circumstances" contributing to the failure to file by the designated date. § 112.3145(8)(f)2.

Here, Appellant served as a Board Member of the Fallschase Community Development District, a position requiring the filing of a 2020 CE Form 1, Statement of Financial Interests, by the designated due date of July 1, 2021, with a grace period ending on September 1, 2021. §§ 112.3145(2)(b), (8)(c), Fla. Stat. (2021). Appellant filed his 2020 CE Form 1 on December 6, 2021, 96 days late, and has been assessed the maximum fine amount of \$1,500 (\$25 a day for 60 days late).

Appellant alleges¹ he did not timely file his 2020 CE Form 1 because he thought someone in his office staff had filed it on his behalf. He explained that his office was going through a transition period because, due to COVID-19, staff were working remotely, and there was also a change in office staff. This is not a case where Appellant claims he did not receive notice of his filing obligation, nor is it a case where Appellant alleges he filled out his form and handed it to another employee to file on his behalf. Rather, Appellant states he "thought [his] bookkeeper Susie had it handled." Appellant's staff changes following his delegation of the completion and filing of his 2020 CE Form 1 do not amount to an unusual circumstance justifying the waiver of his automatic fine.

Based on the foregoing facts and conclusions of law, the Commission hereby affirms the assessed fine of \$1,500 and dismisses the appeal. The fine shall be paid to the Commission on Ethics, P.O. Drawer 15709, Tallahassee, FL 32317-5709, within 30 days of the date this order is rendered, unless other payment arrangements are made by contacting Kimberly Holmes, Financial Disclosure Coordinator, at the address above or by telephone at (850) 488-7864.

ORDERED by the State of Florida Commission on Ethics meeting in public session on March 6, 2026.

Date Rendered

Jon M. Philipson
Chair, Florida Commission on Ethics

THIS ORDER CONSTITUTES FINAL AGENCY ACTION. ANY PARTY WHO IS ADVERSELY AFFECTED BY THIS ORDER HAS THE RIGHT TO SEEK

¹ Though Appellant's Notice of Assessment of Automatic Fine indicated Appellant had to appeal on or before November 17, 2023, a Commission employee advised Appellant that he could appeal by March 13, 2024, and Appellant's appeal was received on February 13, 2024. Therefore, Appellant's appeal is considered as timely.

JUDICIAL REVIEW UNDER SECTION 120.68, AND SECTION 112.3241, FLORIDA STATUTES, BY FILING A NOTICE OF ADMINISTRATIVE APPEAL PURSUANT TO RULE 9.110 FLORIDA RULES OF APPELLATE PROCEDURE, WITH THE CLERK OF THE COMMISSION ON ETHICS, AT EITHER 325 JOHN KNOX ROAD, BUILDING E, SUITE 200, TALLAHASSEE, FLORIDA 32303 OR P.O. DRAWER 15709, TALLAHASSEE, FLORIDA 32317-5709; AND BY FILING A COPY OF THE NOTICE OF APPEAL ATTACHED TO WHICH IS A CONFORMED COPY OF THE ORDER DESIGNATED IN THE NOTICE OF APPEAL ACCOMPANIED BY THE APPLICABLE FILING FEES WITH THE APPROPRIATE DISTRICT COURT OF APPEAL. THE NOTICE OF ADMINISTRATIVE APPEAL MUST BE FILED WITHIN 30 DAYS OF THE DATE THIS ORDER IS RENDERED.

JMP: sen

Jeffrey Sterling Phipps
8960 N. Meridian Rd.
Tallahassee, FL 32312

271785 21-069



STATE OF FLORIDA COMMISSION ON ETHICS

325 John Knox Road
Building E, Suite 200
Tallahassee, FL 32303
Telephone: (850) 488-7864
Fax: (850) 488-3077
Email: disclosure@leg.state.fl.us

FLORIDA
COMMISSION ON ETHICS

FEB 13 2024

RECEIVED

APPEAL OF AUTOMATIC FINE FOR FORM YEAR 2020

DIRECTIONS: The information you provide in this form is critical for processing your appeal in a timely manner.

In Part A, please provide current contact information. If your contact information changes while your appeal is being processed, please notify us.

In Part B, please check any boxes that specify the general reason(s) for your appeal.

In Part C, please explain in detail the reason(s) for your appeal. In addition to your written explanation in Part C, you may attach any documents that support your appeal.

IMPORTANT: TO PRESERVE YOUR RIGHT TO APPEAL, THIS FORM OR OTHER WRITTEN APPEAL (AND ANY ATTACHMENTS) MUST BE FILED WITH (RECEIVED BY) THE COMMISSION ON ETHICS WITHIN THIRTY (30) DAYS OF THE DATE THE NOTICE OF ASSESSMENT OF AUTOMATIC FINE WAS MAILED TO YOU.

PLEASE SEND YOUR COMPLETED FORM TO ONE OF THE FOLLOWING:

Mailing Address: Commission on Ethics
P.O. Drawer 15709
Tallahassee, FL 32317-5709

Physical Address: Commission on Ethics
325 John Knox Road
Building E, Suite 200
Tallahassee, FL 32303

Fax: (850) 488-3077

Email: disclosure@leg.state.fl.us

PART A: YOUR INFORMATION

Name: Jeffrey Sterling Phipps
Address: 8960 N Meridian Rd City: Tallahassee State: FL Zip: 32312
Daytime Tel.: 850-528-6502 Cell: 850-528-6502
Email: jflipps@gmail.com Filer ID# (if known): _____
Public Employer: Fallschase Community Development District
Public Position: Assistant Secretary

CONTINUED ON REVERSE SIDE

PART B: GENERAL REASON(S) FOR YOUR APPEAL

Please choose any/all reasons that apply to your appeal.

I hereby appeal the Notice of Assessment of Automatic Fine on the following basis:

- a. **Sickness or injury** (Explain in Part C and attach a statement from attending physician, including dates and nature of illness or injury)
- b. **Lack of notification – Failure to receive notice** (Explain in Part C and provide documentation that supports your assertion that you never received certified mail delinquency notice: for example, incorrect address; misdelivered mail; change in employment; extended absence from home, etc.)
- c. **Claim of timely filing of financial disclosure** (Explain in Part C and provide copy of certified mail receipt and/or copy of completed form which had been previously filed, along with a sworn notarized statement that you filed prior to the deadline)
- d. **Left public position prior to December 31, 2020** (Explain in Part C and provide confirmation from agency that your office-holding/employment ended before 12/31/2020)
- e. **Other unusual circumstance** (Explain in Part C and provide documentation explaining uncommon, rare, or sudden occurrence that prevented timely filing prior to deadline)
- f. **Not required to file** (Explain in Part C and provide documentation that supports reason for not required to file)

PART C: DETAILED EXPLANATION OF YOUR APPEAL

Please provide a detailed explanation of your appeal, including why each option you selected in Part B is applicable to you. You may use the space provided and/or attach additional pages.

Due to COVID our office staff worked remotely and the we had a change in our office staff.

During the transition period the form wasn't filed timely. Once it was realized, we completed the form and submitted it to the Supervisor of Elections.

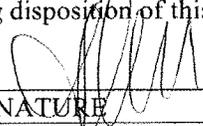
OPTIONAL REQUEST FOR HEARING

In addition to this written appeal, I specifically request to appear before the Commission in a hearing pursuant to Section 112.3144(8)(f)3 or Section 112.3145(8)(g)3, Florida Statutes. Commission meetings occur in Tallahassee.

SIGNATURE

I have received and read the Notice of Assessment of Automatic Fine and its instructions on How to Appeal and I understand my options. I am requesting disposition of this matter as indicated.

2.13.2024
DATE


SIGNATURE

Naomi, Amelia

From: jeff phipps <jflipps@gmail.com>
Sent: Wednesday, May 21, 2025 8:53 PM
To: Naomi, Amelia
Subject: Re: Your Financial Disclosure Fine Appeal

Mrs. Amelia;

Honestly, my memory is weak on this, but I thought my bookkeeper Susie had it handled, then we realized one of the reports in one of the years was tardy, so we filed late. That is all I can remember.

Thanks

Jeff

On May 21, 2025, at 1:41 PM, Naomi, Amelia <NAOMI.AMELIA@leg.state.fl.us> wrote:

Thank you for your quick response! I have attached the relevant page of your appeal form (where you wrote your explanation) as a PDF to this email. I have also attached a screenshot of what the investigator who spoke to you on the phone put in your financial disclosure communication log.

<image001.png>

Best,
Amelia Naomi

From: jeff phipps <jflipps@gmail.com>
Sent: Wednesday, May 21, 2025 1:07 PM
To: Naomi, Amelia <NAOMI.AMELIA@leg.state.fl.us>
Subject: Re: Your Financial Disclosure Fine Appeal

Mrs. Amelia, that was a long time ago, I would have to read something to remember what happened. If you send me some history, I can probably figure it out.

Sincerely,

Jeff

On May 21, 2025, at 12:04 PM, Naomi, Amelia
<NAOMI.AMELIA@leg.state.fl.us> wrote:

Dear Mr. Phipps.

I hope you are doing well. I am processing your appeal and I have a question for you- the language you used on your appeal form was a bit unclear. Did you give your completed form to an office employee to mail on your behalf? And was it your understanding that the employee had mailed it when you gave it to them?

Best,

Amelia L. Naomi

Attorney

Florida Commission on Ethics

NAOMI.AMELIA@leg.state.fl.us

Telephone: 850-488-7864 | Fax: 850-488-3077

<20250521133322.pdf>

FORM 1

STATEMENT OF FINANCIAL INTERESTS

2020

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

FOR OFFICE USE ONLY:

LAST NAME - FIRST NAME - MIDDLE NAME:

PHIPPS JEFFREY STERLING

MAILING ADDRESS:

8960 NORTH MERIDIAN ROAD

CITY: TALLAHASSEE FL ZIP: 32312 COUNTY: LEON

NAME OF AGENCY:

FALLS CHASE CDD

NAME OF OFFICE OR POSITION HELD OR SOUGHT:

SUPERVISOR

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, 2020.

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")

Table with 3 columns: NAME OF SOURCE OF INCOME, SOURCE'S ADDRESS, DESCRIPTION OF THE SOURCE'S PRINCIPAL BUSINESS ACTIVITY. Row 1: BESSEMER TRUST CO., 3777 TAMAIMI TRAIL NORTH NAPLES FL 34103, INVESTMENT EARNINGS

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")

Table with 4 columns: NAME OF BUSINESS ENTITY, NAME OF MAJOR SOURCES OF BUSINESS' INCOME, ADDRESS OF SOURCE, PRINCIPAL BUSINESS ACTIVITY OF SOURCE. Row 1: NONE

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

ALL REAL ESTATE PROPERTY OWNED BY RELATED PARTIES

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.

2021 DEC - 6 P 2:27

LEON COUNTY, FLORIDA

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	
NONE		
PART E — LIABILITIES (Major debts - See instructions) (If you have nothing to report, write "none" or "n/a")		
NAME OF CREDITOR	ADDRESS OF CREDITOR	
THE FIRST BANK	TALLAHASSEE FL	
STATE OF FLORIDA SIB	TALLAHASSEE FL	
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 SMAN LLC	BUSINESS ENTITY # 2 ORCHARD POND LLC
ADDRESS OF BUSINESS ENTITY	SAME	SAME
PRINCIPAL BUSINESS ACTIVITY	PROPERTY MANAGEMENT	PROPERTY MANAGEMENT
POSITION HELD WITH ENTITY	MANAGER	MANAGER
I OWN MORE THAN A 5% INTEREST IN THE BUSINESS	YES	YES
NATURE OF MY OWNERSHIP INTEREST	LLC INTEREST	LLC INTEREST
PART G — TRAINING For elected municipal officers, appointed school superintendents, and commissioners of a community redevelopment agency created under Part III, Chapter 163 required to complete annual ethics training pursuant to section 112.3142, F.S.		
<input checked="" type="checkbox"/> 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 <input type="checkbox"/>		
SIGNATURE OF FILER:		CPA or ATTORNEY SIGNATURE ONLY
Signature: 		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, <u>C. Glen MED. Flier, CPA</u> 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: <u>C. R. MED. Flier, CPA</u> Date Signed: <u>11/28/2021</u>
Date Signed: <u>12.2.2021</u>		
FILING INSTRUCTIONS:		
<p>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.</p> <p>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. <u>Do not email your form to the Commission on Ethics. It will be returned.</u></p> <p>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. <u>Do not file by both mail and email. Choose only one filing method.</u> Form 6s will not be accepted via email.</p> <p>Candidates file this form together with their filing papers.</p> <p>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.</p> <p>WHEN TO FILE: <i>Initially</i>, each local officer/employee, state officer, and specified state employee must file <i>within 30 days</i> 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.</p> <p>Candidates must file at the same time they file their qualifying papers.</p> <p><i>Thereafter</i>, file by July 1 following each calendar year in which they hold their positions.</p> <p><i>Finally</i>, 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, 2020.</p>		

Holmes, Kim

From: Powell, Keith
Sent: Tuesday, February 13, 2024 7:46 AM
To: jeff phipps
Cc: Malone, Bob; Holmes, Kim
Subject: RE: 2020 Appeal Information

Follow Up Flag: Follow up
Flag Status: Completed

Mr. Phipps –

The disclosure will be noted and placed in your file. You will not need to complete another CE Form 1 for 2020. However, it does not alter your need to appeal because the disclosure was filed late, beyond the grace period deadline which was September 1st, resulting in a maximum fine.

A. Keith Powell

Investigations Manager
Florida Commission on Ethics
850-488-7864



From: jeff phipps <jflipps@gmail.com>
Sent: Monday, February 12, 2024 8:02 PM
To: Powell, Keith <POWELL.KEITH@leg.state.fl.us>
Cc: Malone, Bob <MALONE.BOB@leg.state.fl.us>; Glen McDuffie <glen@memcpas.com>
Subject: Re: 2020 Appeal Information

You don't often get email from jflipps@gmail.com. [Learn why this is important](#)

We have found the receipt from the local clerk of elections that we did submit, attached;

Where does this put us in the appeal process?

Thanks

Jeff

On Feb 12, 2024, at 4:19 PM, jeff phipps <jflipps@gmail.com> wrote:

Dear Mr. Powell;

Our records show that we filed the 2020 on 12/8/2021. We are looking for that confirmation from the local elections office where it is filed. If we do find this document, do we still need to appeal?

Sincerely,

Jeffrey Phipps

On Feb 12, 2024, at 4:07 PM, Powell, Keith <POWELL.KEITH@leg.state.fl.us> wrote:

Mr. Phipps –

Investigator Bob Malone has advised me of your desire to appeal your \$1500 fine for failure to timely file your 2020 CE Form 1 Disclosure. Attached, please find a Notice of Appeal Rights, a 2020 Appeal Form, and a 2020 CE Form 1. Please complete the Appeal and CE Form 1 and return them to Ms. Holmes at the address listed on the Notice of Appeal Rights no later than **March 13, 2024**. Failure to do so will result in our office initiating an investigation into your failure to timely file your 2020 CE Form 1. The penalty for willfully failing to file disclosure is **removal from public office or employment**.

A. Keith Powell

Investigations Manager
Florida Commission on Ethics
850-488-7864

<image001.jpg>

<FineAppeal2021.pdf>

<Notice of Appeal Rights Fine Letter_2020-Phipps(271785).doc>

<2020 CEForm 1.pdf>

**BEFORE THE
STATE OF FLORIDA
COMMISSION ON ETHICS**

In re **Jeffrey Sterling Phipps**
Assistant Secretary
Board of Supervisors
Fallschase Community Development District

PID#: 271785

NOTICE OF ASSESSMENT OF AUTOMATIC FINE

The Commission on Ethics hereby gives notice of an assessment of a fine against you pursuant to Section 112.3145(8)(g), Florida Statutes, due to your failure to timely file your 2020 CE Form 1, Statement Of Financial Interests. Under the law, your 2020 CE Form 1, Statement of Financial Interests, was due by July 1, 2021. The law provided for a penalty-free grace period extending the due date to September 1, 2021. After that date, you accrued fines of \$25.00 per day for each day your financial disclosure was late, up to the maximum fine of \$1,500.00 (60 days late), pursuant to Section 112.3145(8)(g), Florida Statutes.

Inasmuch as your 2020 CE Form 1 has not been filed with the Supervisor of Elections for Leon County within the 60 days of the grace period date (September 1, 2021), you have accrued the maximum fine amount of \$1,500.00. This fine must be paid to the Commission on Ethics within 30 days of the date of this notice unless you appeal the fine to the Commission. The Commission has the authority to consider the appeal and waive the fine in whole or in part if your failure to file on time was due to "unusual circumstances" surrounding the failure to file. Unless the fine is successfully appealed, the Commission is required to investigate public officers and employees who receive the maximum \$1,500 fine, to determine whether their failure to file was willful. The penalty for willfully failing to file disclosure is removal from public office or employment.

HOW TO APPEAL

1. Read these instructions carefully before submitting your appeal.
2. **LEGAL AUTHORITY:** Appeals are governed by Section 112.3145(8)(g)3., Florida Statutes, and Commission Rule 34-8.215, Florida Administrative Code.
3. **FORMAT:** Your appeal must be in writing and mailed to Florida Commission on Ethics, P. O. Drawer 15709, Tallahassee, FL 32317-5709, or delivered to Florida Commission on Ethics, 325 John Knox Road, Building E, Suite 200, Tallahassee, FL 32303. The appeal may take the form of a letter or you may use the appeal form included in this mailing. The appeal form also is available at the Commission's website: www.ethics.state.fl.us. Click on "Financial Disclosure" and then the link to the sample appeal form.
4. **DUE DATE:** Your appeal must be received by the Commission on Ethics on or before **November 17, 2023**. **NOTE:** Failure to timely file an appeal will constitute a waiver of your right to appeal and will result in the entry of a default order against you.
5. **UNUSUAL CIRCUMSTANCES:** An appeal must demonstrate that you submitted your CE Form 1 after the extended due date because of "unusual circumstances." "Unusual circumstances" is defined in Commission Rule 34-8.215(4), Florida Administrative Code, as "uncommon, rare, or sudden events over which the reporting individual had no control and which directly result in the failure to act in accordance with the filing requirements." Therefore, circumstances that allowed for time to take steps necessary to file on time do not constitute "unusual circumstances" that will allow the Commission to waive the fine. You have the burden to establish "unusual circumstances." Your appeal must specifically state the circumstances that led to your not filing by September 1, 2021, and must include any documentation or evidence supporting your appeal, such as:
 - a. **SICKNESS/INJURY:** a statement from attending physician, including dates and nature of the illness or injury;
 - b. **LACK OF NOTICE (WRONG ADDRESS):** documentation that you did not reside at the address to which notice was sent;

- c. **LACK OF NOTICE (ABSENCE FROM HOME):** documentation establishing the period of time of your absence covering the notification period;
- d. **CLAIM OF TIMELY FILING OF FINANCIAL DISCLOSURE:** (1) an affidavit from you attesting under oath or affirmation that you filed your financial disclosure and your recollection of when and how you filed and (2) a copy of a certified mail receipt and/or a copy of the completed form which was filed. If you have witnesses to your filing, we also will need an affidavit from each witness. **NOTE:** A claim of having filed the CE Form 1F for the current year does not satisfy the CE Form 1 filing requirement or excuse a late filing;
- e. **LEFT PUBLIC POSITION BEFORE DECEMBER 31, 2020:** confirmation of your last date of office or employment by your former agency, showing the last date to be before December 31, 2020;
or
- f. **UNCLAIMED CERTIFIED MAIL:** if delinquency notice was addressed correctly but not received, you must explain why.
6. **YOUR RIGHT TO A HEARING:** You have the right to have your appeal heard by the Commission and to appear before the Commission at the hearing, but, to exercise this right, you must specifically request a hearing in your appeal. If you do not request a hearing, you will waive your right to a hearing, the Commission will determine the outcome of your appeal based upon the written record (including the documentation you provide and any documentation in your case file), and you will receive no further notice until after the Commission decides your appeal.

FAILURE TO PAY FINE OR FILE APPEAL WITHIN 30 DAYS

If you do not timely file an appeal or pay the assessed fine within 30 days of this Notice, a default order will be entered against you and the Commission will take the steps provided by law to collect the fine, including:

- Referral to the CFO of the Department of Financial Services, if you are a salaried state officer or employee, for withholding of a portion of your salary until the fine is satisfied; or
- Referral to your agency's governing body for withholding of a portion of your salary until the fine is satisfied;
- Referral to a collection agency, which can seek garnishment of your wages; and/or
- An additional civil penalty, not limited by this automatic fine, may be imposed if your disclosure statement is filed more than 60 days late and a complaint is filed against you pursuant to Section 112.324, Florida Statutes.

Please contact our office if you have any questions about this matter.

CERTIFICATE OF MAILING

I certify that a copy of the foregoing Notice of Assessment of Automatic Fine was furnished to:

Jeffrey Sterling Phipps
8960 N Meridian Rd
Tallahassee, FL 32312

by Certified Mail on this Thursday, October 19, 2023.



KIMBERLY R. HOLMES
Program Administrator

Florida Commission on Ethics
P. O. Drawer 15709
Tallahassee, FL 32317-5709

-or-

Florida Commission on Ethics
325 John Knox Road, Building E, Ste. 200
Tallahassee, FL 32303

Tel.: (850) 488-7864
Fax: (850) 488-3077
Email: disclosure@leg.state.fl.us

**STATEMENT OF
FINANCIAL INTERESTS**

2020

FOR OFFICE USE ONLY:

Jeffrey Sterling Phipps
Assistant Secretary
Fallschase Community Development District
Board of Supervisors
8960 N Meridian Rd
Tallahassee FL 32312



271785

CHECK ONLY IF CANDIDATE OR NEW EMPLOYEE OR APPOINTEE

Phipps Jeffrey Sterling

****** THIS SECTION MUST BE COMPLETED ******

DISCLOSURE PERIOD:

THIS STATEMENT REFLECTS YOUR FINANCIAL INTERESTS FOR CALENDAR YEAR ENDING DECEMBER 31, 2020.

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")

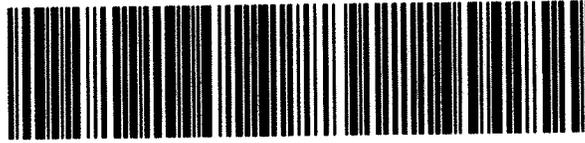
You are not limited to the space on the lines on this form. Attach additional sheets, if necessary.

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.



STATE OF FLORIDA
COMMISSION ON ETHICS
PO DRAWER 15709
TALLAHASSEE, FL 32317-5709



9214 8901 0661 5400 0189 9381 21

RETURN RECEIPT (ELECTRONIC)

271785

JEFFREY STERLING PHIPPS
8960 N MERIDIAN RD
TALLAHASSEE, FL 32312-1091

//
URGENT - Open immediately!

CUT FOLD HERE

Zone 1

6 3/8" ENVELOPE
CUT FOLD HERE

CUT FOLD HERE

**Florida Commission on Ethics
Financial Disclosure Notification System
Delinquency Certification (2021)**

I Mark Easley, the Supervisor of Elections of Leon County, hereby certify that each person whose ID number, name, agency, and position appears above or on the attached list:

(1) was sent a notice of the July 1, 2021 financial disclosure deadline and a blank Form 1, Statement of Financial Interests, not later than June 1, 2021;

(2) was determined to be delinquent in filing a Form 1, Statement of Financial Interests, by July 1, 2021;

(3) was sent a delinquency notice by certified mail not later than August 1, 2021 advising him or her of the grace period in effect until September 1, 2021; and of the penalties that could be imposed as provided in Section 112.3145(8)(c), Florida Statutes; and

(4) did not file a Form 1, Statement of Financial Interests, until the date shown or, had not filed a Form 1, Statement of Financial Interests by October 31, 2021; and further

(5) that the date of filing shown is based upon the earliest of the following:
(a) when the Form 1 was actually received by my office;
(b) when the Form 1 was postmarked;
(c) when the certificate of mailing (if any) was dated; or
(d) when the receipt (if any) from an established courier company was dated.

Signed _____


SUPERVISOR OF ELECTIONS

Jeffrey Sterling Phipps

271785

MEMORANDUM

May 19, 2021

TO: All Local Officers
FROM: Mark S. Earley, Supervisor of Elections, Leon County
SUBJECT: Financial Disclosure (Form 1, Statement of Financial Interest-2020)

Enclosed is a Form 1, Statement of Financial Interests, to complete and return in order to satisfy your obligation to file financial disclosure for the past year. The mailing label on the envelope lists the public position that requires you to file. The Florida Commission on Ethics prepares the list of persons required to file financial disclosure. The Commission obtains the names and addresses from coordinators for each local government agency. Our office receives the forms and reminds persons of the deadlines.

WHY DID I RECEIVE THIS FORM?

Persons serving as of December 31, 2020 (along with those officials elected in 2020 whose terms began in 2021) are required to file this year. Even if you left the position noted on the mailing label during 2021, you are required to file disclosure for the year 2020 on this form. (Note that if you left your position during 2021, you also may be required to file a Form 1F covering a portion of the year 2021--see the instructions on Form 1, page 2.)

If you think you have received this form in error, please contact the financial disclosure coordinator for your agency, who has provided your name based on your official position and responsibilities. If appropriate, the local agency's coordinator will contact the Commission on Ethics to remove your name from the list. To find your agency's coordinator and how to contact that person, either contact our office or see the list that is posted on the Ethics Commission's website at www.ethics.state.fl.us, under the "Financial Disclosure" tab.

WHEN TO FILE: On or before **Thursday, July 1, 2021**

WHERE TO FILE: Please return the completed form, including signature and date (on page 2), to:
Supervisor of Elections PO Box 7357 Tallahassee, FL 32314
Do NOT file the form with the Florida Commission on Ethics in Tallahassee!

HOW DO I COMPLETE THE FORM?

Instructions for completing this form are enclosed. Any questions regarding the instructions should be directed to the Florida Commission on Ethics at (850) 488-7864.

FAILURE TO FILE:

Persons who fail to file the annual disclosure form by September 1 are subject to automatic fines of \$25 for each late day. In addition, by law, the Commission on Ethics must initiate investigations of delinquent filers in certain circumstances. This can result in your being removed from your public office or employment. See Section 112.3145(8)(c), Florida Statutes.

Thank you for your cooperation

Enclosure: Form 1, Statement of Financial Interests 2020 with Instructions, Form 1 Flier

July 15, 2021

Delinquency Notice

TO: All Local Officers
FROM: Mark S. Earley, Supervisor of Elections, Leon County
SUBJECT: Financial Disclosure (CE Form 1, Statement of Financial Interest 2020)

Our records indicate that you were sent a financial disclosure packet and advised of the July 1st deadline for filing Form 1, Statement of Financial Interests. As of this time, however, there is no record of you having filed a Form 1 with this office.

Please note that persons serving as of December 31, 2020, along with officials elected in 2020 whose terms began in January of 2021, are required to file this year. Even if you left the position noted on the mailing label during 2021, you are required to file a disclosure for 2020.

Our office is writing to notify you that although you are delinquent in filing Form 1, a grace period is in effect until September 1, 2021. **If your Form 1 is not received by September 1st our office will be required to notify the Commission on Ethics of the delinquency and they will impose a fine of \$25 for each day late, up to a maximum penalty of \$1500.** In addition, the Commission on Ethics must initiate investigations of delinquent filers in certain circumstances. This can result in your removal from public office or employment. See Section 112.3145(9)(c), Florida Statutes.

If you have misplaced the disclosure form, please contact our office. If you have any questions concerning the completion of your obligation to file a disclosure statement, contact the Commission on Ethics at (850) 488-7864.

Thank you for your cooperation.

Enclosure: Form 1, Statement of Financial Interests 2020 with Instructions, Help Filer

U.S. Postal Service™	
CERTIFIED MAIL® RECEIPT	
Domestic Mail Only	
For delivery information, visit our website at www.usps.com ™	
9214 8969 0099 9790 1801 5526 27	
Certified Mail Fee	\$ 6.50
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$3.60
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$1.75
<input type="checkbox"/> Adult Signature Restricted Delivery	\$
Postage	\$0.00
Total Postage and Fees	\$5.860
Sent To Jeffrey Phipps 271785 Fallschase Community Development Street, Apt. No., District or PO Box No. 8960 N Meridian Rd City, State, ZIP+4 Tallahassee, FL 32312	
PS Form 3800, April 2015	See Reverse for Instructions

Electronic Return Receipt Requested

Postmark Here

Yates, Richard - Rec'd 8/5/21
Singletary - sent to COE 8/30/21

Daphne Gillyard

Karen Watts

From: Karen Watts
Sent: Tuesday, August 3, 2021 3:50 PM
To: gillyardd@whhassociates.com
Subject: 2020 Financial Disclosure Form 1's not yet submitted

Good afternoon,

As of today, we have not received a 2020 Financial Disclosure Form 1 for the following individuals. An initial letter was sent out on May 19, 2021, with a follow-up letter sent via certified mail on July 15, 2021. If the certified letter was signed for, I've included the date of receipt. If you have an updated address, please provide for our files.

Name: _____ Organization: _____ Address: _____

Certified Letter Signed for:

Phipps, Jeffrey Fallschase CDD -- Board of Supervisors 8960 N Meridian Rd,
Tallahassee 32312 ---

Singletary, Richard same 5854 Dahlgren Trl,
Tallahassee 32312 7/16/21

~~Yates, Richard same PO Box 15887,
Tallahassee 32317 7/19/21~~

Rec'd 8/5/21

Reminder: If the disclosure is not filed (with the Leon County Supervisor of Elections) or postmarked by September 1, 2021, an automatic fine of \$25 per day will begin to accrue, and will continue to build until the disclosure is filed, or the fine reaches \$1,500.

If you have questions as to why the above individuals need to file a Financial Disclosure Form 1, please contact the Commission on Ethics at 850-488-7864

Respectfully,

Karen Watts
Voter Services Specialist
Leon County Supervisor of Elections

Email: Wattska@leonvotes.gov
Phone: (850) 606-8683 (VOTE)
Fax: (850) 606-8601
Website: www.leonvotes.gov

Physical Address:
2990-1 Apalachee Parkway
Tallahassee, FL 32301

Mailing Address:

Karen Watts

From: Karen Watts
Sent: Friday, August 13, 2021 2:36 PM
To: gillyardd@whhassociates.com
Cc: Cory Logan
Subject: 2020 Financial Disclosure Form 1 Not Received

Fallschase ✓

Good afternoon,

Here's an updated list of who we do not have a 2020 Financial Disclosure Form 1 from, as of today, August 13, 2021.

- Phipps, Jeffrey
- Singletary, Richard

Please make sure in your next contact with them to mention that if the disclosure is not filed (with the Leon County Supervisor of Elections) or postmarked by September 1, 2021, an automatic fine of \$25 per day will begin to accrue, and will continue to build until the disclosure is filed, or the fine reaches \$1,500.

Thank you for your continued assistance with collecting the Form 1's. I know you have been working diligently on this project.

Respectfully,

Karen Watts
Voter Services Specialist
Leon County Supervisor of Elections

Email: Wattska@leonvotes.gov
Phone: (850) 606-8683 (VOTE)
Fax: (850) 606-8601
Website: www.leonvotes.gov

Physical Address:
2990-1 Apalachee Parkway
Tallahassee, FL 32301

Mailing Address:
P.O. Box 7357
Tallahassee, FL 32314-7357

Karen Watts

From: Karen Watts
Sent: Tuesday, August 24, 2021 2:23 PM
To: gillyard@whhassociates.com
Cc: Cory Logan
Subject: Missing 2020 Financial Disclosure Form 1

Fallschase

Good afternoon,

As of today, there is one week left to file 2020 Financial Disclosure Form 1's before individuals start accruing fines.

We have not received 2020 forms for the following individuals:

- Phipps, Jeffrey
- ~~Singletary, Richard~~ rec'd at COE 8/30/21

If any of the individuals believe they do not have to file, you would need to contact the Commission on Ethics at 850-488-7864 or disclosure@leg.state.fl.us to discuss

Respectfully,

Karen Watts
Voter Services Specialist
Leon County Supervisor of Elections

Email: Wattska@leonvotes.gov
Phone: (850) 606-8683 (VOTE)
Fax: (850) 606-8601
Website: www.leonvotes.gov

Physical Address:
2990-1 Apalachee Parkway
Tallahassee, FL 32301

Mailing Address:
P.O. Box 7357
Tallahassee, FL 32314-7357



Financial Disclosure Management System

THE FLORIDA COMMISSION ON ETHICS

Filer - Fines and Appeals - PID 271785 - Jeffrey Sterling Phipps

Filer Information

Org Membership

Forms

Communications

Fines and Appeals >

View All

Filer Flags

- [2000](#) [2001](#) [2002](#) [2003](#) [2004](#)
- [2005](#) [2006](#) [2007](#) [2008](#) [2009](#)
- [2010](#) [2011](#) [2012](#) [2013](#) [2014](#)
- [2015](#) [2016](#) [2017\(\\$\)](#) [2018\(\\$\)](#)
- [2019\(\\$\)](#) [2020\(\\$\)](#) [2021](#) [2022](#)
- [2023](#) [2024](#)

<<2024 Form Year

Status

Filing: ACTIVE
 Fine: No Fine

Flags

Public Address
 Filing Extensions
 Indefinite: None
 Temporary:
 None
 Eligible for Fines

Add a New Filer

The filer has fines for: [2021 \(Appeal\)](#), [2020 \(Paid\)](#), [2019 \(Paid\)](#), [2018 \(Paid\)](#), [view all](#)

2021 Fines and Appeals

Form Year 2020 Filed Forms

Received Date	Form Type	Form Signed	Filed by Email	Filing Location	Updated	Comments
12/06/21	Form 1	Yes	No	SOE	holmesk on 03/31/2025	Received by COE on behalf of Leon Supervisor of Elections

2021 Fine Information

[Update Fine Information](#)

[Assign Agency Contact](#)

Fine Balance	Fine Status	Fine Date	Original Assessment	Fine Amount	Last Payment Date	Payment Plan Start Date	Payment Plan Amount
\$0.00	Appeal	10/18/2023	\$1,500.00	\$1,500.00	12/5/2023		

Fine Address 8960 N Meridian Rd Tallahassee FL 32312
 Org/Suborg Fallschase Community Development District-Board of Supervisors

2021 Fine Payment History

Date Posted	Description	Amount	Method	Payment ID	Comments
12/5/2023	Fine Payment	- \$1,500.00	Credit Card	CC	Payment made through FL Legistore website
10/18/2023	Fine Levied	+ \$1,500.00			Fined \$1500.00

Current Balance: \$0.00

Jump To A Filer

PID: _____

Quick Filer Search

First Name: _____

Last Name: _____

2021 Fine Year Event

Chronology

<input checked="" type="checkbox"/> Date	Type	Description	Reference
<input type="radio"/> 08/20/2021	Postcard Sent	Courtesy Postcard Reminder	Print Queue: <u>8/20/2021</u> Printing Confirmed: 8/20/2021

Letter Sent To:
 Jeffrey Sterling Phipps
 8960 N Meridian Rd
 Tallahassee, FL 32312

<input type="radio"/> 09/8/2021	Letter Sent	Courtesy Notice of Fines Accruing	Print Queue: <u>9/8/2021</u> Printing Confirmed: 9/8/2021
---------------------------------	-------------	--------------------------------------	--

Letter Sent To:
 Jeffrey Sterling Phipps
 8960 N Meridian Rd
 Tallahassee, FL 32312

<input type="radio"/> 12/6/2021	Form Received	Form 1 Received, Signed	Form 1 Received by Received by COE on behalf of Leon Supervisor of Elections SOE
---------------------------------	---------------	-------------------------	--

Form Received By:
 Filing Location: Leon County SOE
 Record Created By: Kimberly Holmes on 03/31/2025

10/18/2023	Fine Levied	Fined \$1500.00	Journal: <u>10/18/2023</u> 4:43 PM
10/18/2023	Notice of Assessed Fine	Initial Fine Notice	Journal: <u>10/18/2023</u> 4:52 PM
<input type="radio"/> 10/19/2023	Letter Sent	Notice of Assessed Fine - Filer 1st Fine Letter	Print Queue: <u>10/19/2023</u> Printing Confirmed: 10/19/2023

Letter Sent To:
 Jeffrey Sterling Phipps
 8960 N Meridian Rd
 Tallahassee, FL 32312

12/11/2023 Fine Payment Payment made through FL Journal: 12/11/2023
 Invalidated Legistore website Invalidated 4:44 PM
 Reason: to add an appeal
 Full \$1,500.00

🕒 12/11/2023 Letter Sent Fine Payment - Fine Payments Print Queue:
 Received 12/11/2023
 Printing Confirmed:
 12/11/2023

Letter Sent To:
 Jeffrey Sterling Phipps
 8960 N Meridian Rd
 Tallahassee, FL 32312

🕒 12/11/2023 Letter Sent Fine Payment - Fine Payments Print Queue:
 Received 12/11/2023
 Printing Confirmed:
 12/11/2023

Letter Sent To:
 Jeffrey Sterling Phipps
 8960 N Meridian Rd
 Tallahassee, FL 32312

02/7/2024 Filer Coordinator Daphne Gillyard bobma1
 Communication: verified that Mr. Phipps still
 Phone serves on the Board of
 Supervisors for the Fallschase
 CDD. She provided a
 telephone contact number for
 him of 850-528-6502. A
 voicemail message was left
 for Mr. Phipps at this number
 instructing him to contact
 Investigator Malone relative
 to his 2020 CE Form 1.

02/8/2024 Filer Mr. Phipps stated by bobma1
 Communication: telephone (850-528-6502)
 Phone that he did not file for 2020
 because of an oversight. He

thought someone on his staff had filed his form. He said he wished to submit an appeal and that he would complete and file a 2020 CE Form 1. His email address is jflipps@gmail.com. Request has been forwarded to Investigative Manager Powell.

03/7/2024 Fine Appeal FD 21-069 Journal: [3/7/2024 6:10 PM](#)

03/7/2024 Fine Payment Payment made through FL Legistore website Full \$1,500.00 Journal: [3/7/2024 6:11 PM](#)

2021 Fine Appeal —
FD 21-069

Update Appeal	Withdraw Appeal	Assign Attorney
Request More Info	Record Appeal Outcome	

Appeal Status: No Hearing Requested

Active

Appeal Receipt

Date: 02/13/2024

Timely Filed: No

Print Appeal Letter:

Yes

Hearing Requested:

No

Appeal Reason:

Other

Appeal Notes:

Appeal Number: FD
21-069

Appeal Analyst

Assigned:

Final Order Number:

Final Order Date: