

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

In re ANGELA SUGGS,

Appellant.

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)  
) Financial Disclosure Appeal No. FD 15-009  
)  
)  
)  
)

Final Order No.

**FINAL ORDER**

This matter came before the Commission on Ethics, meeting in public session on Friday March 4, 2016, on the timely appeal of Angela Suggs, pursuant to Section 112.3145(7)(f), Florida Statutes, which 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" surrounding the failure to file by the designated due date. There are no material facts in dispute. Appellant specifically requested a hearing before the Commission.

**Findings of Fact**

1. During the year 2014, Appellant served as Associate Athletics Director at Florida A & M University, a position that required the annual filing of financial disclosure. She was late filing the required CE Form 1, Statement of Financial Interests, for the year 2014. The designated date for submitting 2014 CE Form 1 was July 1, 2015, with a grace period ending on September 1, 2015.

2. On May 13, 2015, the Commission mailed the Appellant a copy of 2014 CE Form 1 and filing instructions. This mailing was sent to 2605 Armstrong Road, Tallahassee, Florida 32308.

3. On July 31, 2015, the Commission mailed Appellant a Notice of Delinquency. This mailing was sent certified to the 2605 Armstrong Road address; it was returned as unclaimed.

4. On August 20, 2015, the Commission mailed the Appellant a courtesy postcard reminding of the filing obligation. This postcard was sent to the 2605 Armstrong Road address.

5. On September 3, 2015, the Commission mailed the Appellant a letter to inform her that an automatic fine had begun to accrue as he had yet to file a proper 2014 CE Form 1. This letter was sent to the 2605 Armstrong Road address.

6. On September 29, 2015, the Appellant filed 2014 CE Form 1 with the Commission. Appellant also filed an early appeal of her automatic fine.

7. The amount of the fine automatically assessed against the Appellant was \$700.

8. In the appeal, the Appellant states that her completed form was collected by clerical staff, but got lost during staff transitions and was not mailed.

9. On January 28, 2016, a Commission attorney contacted Appellant by telephone, seeking additional detail regarding the mailing mix-up. Appellant explained that she completed her form on August 4, 2015, after she received a reminder from her agency coordinator, and gave it to an office manager who was expected to mail forms for reporting individuals in the Athletic Department. Appellant realized the form had not been sent when she received a letter advising that automatic fines were accruing. A new employee who replaced the former office manager found Appellant's Form 1 in a desk drawer. Appellant promptly forwarded 2014 CE Form 1 to the Commission.

10. Commission records show that Appellant timely filed CE Form 1 from 2009 through 2013.

### Conclusions of Law

11. The Commission has jurisdiction over Appellant and over the subject matter of this proceeding pursuant to Section 112.3145, Florida Statutes.

12. Financial disclosure is required of public officials and employees because it enables the public to evaluate potential conflicts of interest, deters corruption, and increases public confidence in government. In order to increase compliance, beginning in 2001 the Legislature provided for an automatic fine of \$25 per day, up to a cap of \$1,500, on persons who do not timely file their financial disclosure statements. Under the law, the Legislature permitted the Commission to waive a fine only "based upon unusual circumstances surrounding the failure to file on the designated due date . . . ."

13. Rule 34-8.215, Florida Administrative Code, defines "unusual circumstances" as follows:

uncommon, rare or sudden events over which the reporting individual has no control and which directly result in the failure to act in accordance with the filing requirement. Circumstances which allow for time in which to take those steps necessary to assure compliance with the filing requirement shall be deemed not to constitute unusual circumstances.

14. Appellant states that she completed her 2014 CE Form 1 in a timely manner and entrusted it to an office manager for mailing. When Appellant learned that the form had not been mailed as promised, she promptly took steps to rectify the situation. This mailing mix-up constitutes an "unusual circumstance" that justifies waiving the \$700 fine.

### Order

Based on the foregoing facts and conclusions of law, the Commission hereby waives the assessed fine of \$700.

**ORDERED** by the State of Florida Commission on Ethics meeting in public session on  
Friday, March 4, 2016.

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Date Rendered

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**STANLEY M. WESTON**  
*Chair*

THIS ORDER CONSTITUTES FINAL AGENCY ACTION. ANY PARTY WHO IS ADVERSELY AFFECTED BY THIS ORDER HAS THE RIGHT TO SEEK JUDICIAL REVIEW UNDER SECTIONS 112.3241 AND 120.68, 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, BY U.S. MAIL AT P.O. DRAWER 15709, TALLAHASSEE, FLORIDA 32317-5709 (OR BY DELIVERY TO 325 JOHN KNOX ROAD, BUILDING E, SUITE 200, TALLAHASSEE, FLORIDA 32303); AND BY FILING A COPY OF 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.

Copy furnished to:

Angela Suggs  
2605 Armstrong Road  
Tallahassee, Florida 32308

SMW: slh

15-009

#95961



# 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

SEP 29 2015

RECEIVED

## APPEAL OF AUTOMATIC FINE FOR FORM YEAR 2013 <sup>2014</sup>

**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:	Angela Suggs
Address:	2605 Armstrong Rd., Tallahassee, FL 32308
Daytime Tel.:	(850) 599-3868
Cell:	(850) 591-1988
Email:	angela.suggs@tamu.edu
Filer ID# (if known):	
Public Employer:	Florida A&M University
Public Position:	Assoc. AD

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, 2013** (Explain in Part C and provide confirmation from agency that your office-holding/employment ended before 12/31/2013)
- e.  **Other unusual circumstance** (Explain in Part C and provide documentation explaining uncommon, rare, or sudden occurrence that prevented timely filing prior to deadline)

## 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.

Form was collected by clerical staff for mailing however due to staff transition I was unaware that my form was not filed.

## 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(5)(e)3 or Section 112.3145(7)(f)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.

9/29/15  
DATE

Angela Puzgo  
SIGNATURE

FINANCIAL INTERESTS

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

FOR OFFICE USE ONLY:

LAST NAME - FIRST NAME - MIDDLE NAME :

95961

Suggs Angela Adams

MAILING ADDRESS :

2605 Armstrong Rd Tallahassee, FL 32308 Leon

FLORIDA COMMISSION ON ETHICS

SEP 29 2015

CITY :

ZIP :

COUNTY :

Florida A&M University

RECEIVED

NAME OF AGENCY :

Assoc. AD

NAME OF OFFICE OR POSITION HELD OR SOUGHT :

HAND DELIVERED PROCESSED

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

CHECK ONLY IF [ ] CANDIDATE OR [ ] NEW EMPLOYEE OR APPOINTEE

\*\*\*\* BOTH PARTS OF THIS SECTION MUST BE COMPLETED \*\*\*\*

DISCLOSURE PERIOD:

THIS STATEMENT REFLECTS YOUR FINANCIAL INTERESTS FOR THE PRECEDING TAX YEAR, WHETHER BASED ON A CALENDAR YEAR OR ON A FISCAL YEAR. PLEASE STATE BELOW WHETHER THIS STATEMENT IS FOR THE PRECEDING TAX YEAR ENDING EITHER (must check one):

[x] DECEMBER 31, 2014 OR [ ] SPECIFY TAX YEAR IF OTHER THAN THE CALENDAR YEAR: \_\_\_\_\_

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:

[ ] COMPARATIVE (PERCENTAGE) THRESHOLDS OR [x] 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: Florida A&M Univ., 1835 Wahnish Way Tall, FL 32307, Higher Ed.

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: N/A

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

Table with 1 column: REAL PROPERTY. Row 1: N/A

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
N/A	

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

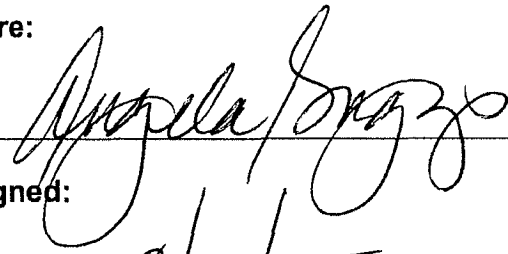
NAME OF CREDITOR	ADDRESS OF CREDITOR
Student Loan	

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

NAME OF BUSINESS ENTITY	BUSINESS ENTITY # 1	BUSINESS ENTITY # 2
		N/A
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		

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

**SIGNATURE OF FILER:**

Signature: 

Date Signed: 8/4/15

**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:**

**WHAT TO FILE:**  
 After completing all parts of this form, **including signing and dating it**, send back only the first sheet (pages 1 and 2) for filing.

**WHERE TO FILE:**  
 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.

**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** for publicly-elected local office must file at the same time they file their qualifying papers. **Thereafter**, local officers/employees, state officers, and specified state employees are required to file by July 1st following each calendar year in which they hold their positions. **Finally**, at the end of office or employment, each local officer/employee, state officer, and specified state employee is required to file a final disclosure form (Form 1F) within 60 days of leaving office or employment. However, filing a CE Form 1F (Final Statement of Financial Interests) does not relieve the filer of filing a CE Form 1 if he or she was in their position on December 31, 2014.

**NOTE:**  
**MULTIPLE FILING UNNECESSARY:**  
 A candidate who previously filed Form 1 because of another public position must at least file a copy of his or her original Form 1 when qualifying. A candidate who files a Form 1 with a qualifying officer is not required to file with the Commission or Supervisor of Elections.

**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.)

**State officers or specified state employees** file with the Commission on Ethics, P.O. Drawer 15709, Tallahassee, FL 32317-5709; physical address: 325 John Knox Road, Building E, Suite 200, Tallahassee, FL 32303.

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

To determine what category your position falls under, see the "Who Must File" Instructions on page 3.

**Facsimiles will not be accepted.**



Angela Adams Suggs

States that form was collected by clerical staff for mailing, due to staff transitions it was not mailed, she was not aware form was not filed

Form signed on August 4, 2015, filed with COE on September 29, 2015

(SLH) ← Phone interview 1/28/16 @ 3 pm:

Q: Need a bit more detail regarding your efforts to file prior to the deadline, including

- why this was left to clerical staff to file?

HR sent a reminder, said turn it in to office manager who would forward it, I stopped what I was doing, filled out the form, and dropped it off with her so she could send it in (there are only two of us in this office filing, she was to send both)

I thought I was getting it in early

- what date it was left with that person?

The same day I signed it

- was that common practice at university/athletic department?

All the other years I took care of it myself; I'm bringing it in myself from now on

- how discover the problem?

I got the notice saying the form had not been filed, but remembered turning it in early; the form said the deadline had passed, called HR and asked about protocol

The office manager had moved on, somebody else had taken the job ... the new manager found my form and some other papers just sitting around in a desk drawer

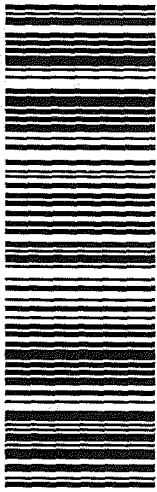
Q: September 3 letter advised it had not been filed; when received letter and what action taken

Thought impossible, had my copy

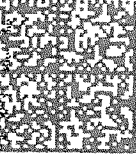
In future, will bring or mail myself

**CERTIFIED MAIL**

TALLAHASSEE FL 323



92J4 890J 066J 5400 0063 2089 75



02 1M  
000 4264307 JUL 31 2015  
MAILED FROM ZIP CODE 32303



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

Return Receipt (Electronic)

95961

ANGELA ADAMS SUGGS  
2605 ARMSTRONG RD  
TALLAHASSEE, FL 32308-0803

790

URGENT  
Immer

FLORIDA  
COMMISSION ON ETHICS

NOV 10 2015

RECEIVED

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322 SE 1009

0011/08/15

RETURN TO SENDER  
UNCLAIMED  
UNABLE TO FORWARD

BC: 32317570909 \*0187-14056-31-38

32308080305709

**Financial Disclosure Management System**  
THE FLORIDA COMMISSION ON ETHICS

Filer - Fines and Appeals - PID 95961 - Angela Adams Suggs

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\(S\)](#)  
[2015](#)

<<2015 Form Year

**Status**

Filing: INACTIVE

Fine: No Fine

**Flags**

Public Address

Filing Extensions

Indefinite: None

Temporary:

None

Eligible for Fines

Update Flags

The filer has fines for: [2015 \(Appeal\)](#)

2015 Fines and Appeals


Form Year 2014 Filed Forms					
Received Date	Form Type	Form Signed	Filing Location	Updated	Comments
09/29/15	Form 1	Yes	COE	HOLMESK on 09/29/2015	Hand Delivered

2015 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
\$700.00	Appeal	1/11/2016	\$700.00	\$700.00			
Fine Address 2605 Armstrong Rd Tallahassee FL 32308							
Org/Suborg Florida A & M University-Employees							


2015 Fine Payment History						
Date Posted	Description	Amount	Method	Payment ID	Comments	
1/11/2016	Fine Levied	+ \$700.00			Fined \$700.00	
Current Balance: \$700.00						

2015 Fine Year Event

Invalidate Transaction


 **Add a New Filer**

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 **Jump To A Filer**

PID:







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 **Quick Filer Search**

First Name:

Last Name:

**Chronology**

 Date	Type	Description	Reference
 05/13/2015	Letter Sent	Form 1 Official List - Form 1 Official Filers List	Print Queue: <a href="#">5/13/2015 10:24 AM</a> Printing Confirmed: 5/13/2015 10:24 AM
 07/31/2015	Letter Sent	Certified Letter Sent	Print Queue: <a href="#">7/31/2015</a> Printing Confirmed: 7/31/2015
 08/20/2015	Postcard Sent	Courtesy Postcard Reminder	Print Queue: <a href="#">8/20/2015</a> Printing Confirmed: 8/20/2015
 09/3/2015	Letter Sent	Courtesy Notice of Fines Accruing	Print Queue: <a href="#">9/3/2015</a> Printing Confirmed: 9/3/2015
 09/29/2015	Form Received	Form 1 Received, Signed	Form 1 Received by Kim Holmes at COE
09/29/2015	Filer In Person	Ms. Suggs filed an early Communication: appeal with her form. She explained that the form was to be mailed by a staff member. When a new employee began work, the envelope was located in former employee's desk.	Kim Holmes
11/10/2015	Filer Other	July Certified mail Communication: returned 11/10/2015 as Unclaimed	Kim Holmes
01/11/2016	Fine Levied	Fined \$700.00	Journal: <a href="#">1/11/2016 10:54 AM</a>
01/11/2016	Notice of Assessed Fine	Initial Fine Notice	Journal: <a href="#">1/11/2016 10:58 AM</a>

01/11/2016 Fine Appeal      FD 15-009      Journal: [1/11/2016 11:47 AM](#)

01/11/2016 Letter Sent      Notice of Assessed Fine - Filer 1st Fine Letter      Print Queue: [1/11/2016](#)

Printing Confirmed: 1/11/2016

2015 Fine Appeal -- FD 15-009	<a href="#">Update Appeal</a>	<a href="#">Withdraw Appeal</a>
	<a href="#">Assign Attorney</a>	<a href="#">Request More Info</a>
	<a href="#">Record Appeal Outcome</a>	

<b>Appeal Status:</b> Active <b>Appeal Receipt Date:</b> 09/29/2015 <b>Timely Filed:</b> Yes <b>Print Appeal Letter:</b> Yes <b>Hearing Requested:</b> Yes <b>Appeal Reason:</b> Other <b>Appeal Notes:</b> <b>Appeal Number:</b> FD 15-009 <b>Appeal Analyst Assigned:</b> <b>Final Order Number:</b> <b>Final Order Date:</b>	A Hearing has been requested but not yet scheduled. <a href="#">Schedule a Fine Appeal Hearing</a>
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