BEFORE THE STATE OF FLORIDA COMMISSION ON ETHICS

In re SHANNON GOTTARDI,)	Financial Disclosure Appeal No. FD 21-063
)	
Appellant.)	Final Order No.
)	

FINAL ORDER

This matter came before the Commission on Ethics, meeting in public session on June 6, 2025, on the timely appeal of Appellant, pursuant to Section 112.3145(8)(g), Florida Statutes (subsequently renumbered to Section 112.3145(8)(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 date. There are no matters in dispute. Appellant has not requested a hearing before the Commission.

Findings of Fact

- 1. According to the information provided to the Commission, Appellant served as the Executive Director for Miami-Dade County Public Schools, a position that required the filing of a CE Form 1, Statement of Financial Interests, for the year 2020. In 2021, the designated due date for submitting a 2020 CE Form 1 annual filing was July 1, 2021, with a grace period ending on September 1, 2021.
- 2. On May 28, 2021, the Miami-Dade County Supervisor of Elections sent a 2020 CE Form 1 to Appellant. The mailing was sent to Appellant at 1501 NE 2nd Ave Suite 407, Miami, Florida, which is a mailing address for the Miami-Dade County Public School District.

- 3. On July 29, 2021, the Supervisor of Elections sent Appellant a Notice of Delinquency by certified mail. The Notice was sent to Appellant at the same 1501 NE 2nd Ave address. Records from the United States Postal Service indicate that an individual signed for the Notice on August 2, 2021, although it does not appear from the signature that the signor was Appellant.
- 4. On August 20, 2021, the Commission on Ethics mailed Appellant a postcard intended to remind her of her obligation to file a 2020 CE Form 1. The Commission mailed the postcard to Appellant at the 1501 NE 2nd Ave address.
- 5. On September 8, 2021, the Commission mailed Appellant a courtesy notice stating that fines had begun to accrue. The notice was sent to the same 1501 NE 2nd Ave address.
- 6. The Supervisor of Elections received Appellant's 2020 CE Form 1 on September 21, 2021.
- 7. The Commission sent Appellant a Notice of Assessment of Automatic Fine by certified mail on October 26, 2023. This mailing—sent to the 1501 NE 2nd Ave address—indicated the total of Appellant's accrued automatic fine, and included a notice of the right to appeal the fine, stating that the appeal had to be received by the Commission by November 27, 2023, to be considered timely.
 - 8. The total amount of the automatic fine levied against Appellant was \$500.
- 9. The Commission received Appellant's Appeal of Automatic Fine for Form Year 2020 on November 21, 2023. In the appeal, Appellant claimed she had not received notice of her filing obligation, stating that, at the District building were the notices were sent, all the mail is delivered to a centralized location. She stated staff then sorts the mail and delivers each individual letter or notice to the individual offices and floors. Appellant claims the first mailing that she

received concerning her filing obligation for the 2020 CE Form 1 was the September 8, 2021, delinquency notice sent by the Commission. Appellant claims she received the delinquency notice on September 13, 2021, and filed her 2020 CE Form 1 on September 21, 2021.

Conclusions of Law

- 10. The Commission has jurisdiction over the subject matter of this proceeding pursuant to Section 112.3145, Florida Statutes.
- 11. 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.
- 12. Section 112.3145(8)(g)3., Florida Statutes (subsequently renumbered to Section 112.3145(8)(f)2., Florida Statutes), states:

Any reporting person may appeal or dispute a fine, based upon unusual circumstances surrounding the failure to file on the designated due date, and may request and is entitled to a hearing before the commission, which may waive the fine in whole or in part for good cause shown. Any such request must be in writing and received by the commission within 30 days after the notice of payment due is transmitted. In such a case, the reporting person must, within the 30-day period, notify the person designated to review the timeliness of reports in writing of his or her intention to bring the matter before the commission. For purposes of this subparagraph, the term "unusual circumstances" does not include the failure to monitor an e-mail account or failure to receive notice if the person has not notified the commission of a change in his or her e-mail address.

13. Here, three notices were sent to Appellant of her filing obligation prior to the expiration of the grace period at the close of business on September 1, 2021. Two were sent by the Supervisor of Elections, including a notice sent by certified mail, and the third was a postcard sent by the Commission. Appellant claims she did not receive any of these notices, and there is no evidence to refute her claim. Indeed, the records from the United States Postal Service indicate

that, while the certified mailing was delivered, Appellant was not the individual who signed for it. Because there is no evidence showing Appellant received timely notice of her filing obligation, there are "unusual circumstances" here that justify waiving the \$500 fine.

Order

Based on the foregoing facts and conclusions of law, the Commission hereby waives the assessed fine of \$500.

ORDERED by the State of Florida Commission on Ethics meeting in public session on Friday, June 6, 2025.

Date Rendered		
Luis M. Fusté	 	

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 JUDICIAL REVIEW UNDER SECTION 120.68, AND SECTION 112.3241, FLORIDA STATUTES, BY FILING A NOTICE 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.

LMF: gps

Ms. Shannon Gottardi 6521 SW 62nd Ave South Miami, Florida 33143-3303



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

NOV 2 1 2023

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 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.

At the Miami-Dade School board building, all mail is delivered to a centralized location. Staff then has to

sort the mail and deliver it to the the individual offices/floors. Unfortunately, I never received the first

mailing of the Annual Disclosure form and the Delinquency Notice was not received by my office

until 9/13/21. Upon receipt of the Delinquency Notice, I filed the Annual Report on 9/21/21.

I have attached copies that were stamped with the receipt date.

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.

111010033

E SIGNATURE

FORM 1	STATEM	ENT OF		2020
Please print or type your name, mailing address, agency name, and position below:	FINANCIAL	INTERESTS	REFORP	FICE USE ONLY:
LAST NAME - FIRST NAME - MIDDL	E NAME :			
GOTTARDI, SHANNON			2021 SEP 23	M 10: 5 /
MAILING ADDRESS :			MIAMI-DADE	DOUNTY
1501 NE 2ND AVE STE 407			ELECTIONS DEF	RTMENT
			Processed Date:	9/23/21 mB
CITY:	ZIP: COUNTY:		Scanned Date:/	1124/2100
MIAMI, FL 33132		, 1	Filing Status Code:	HATION US
NAME OF AGENCY			Filing Status Code.	
MIAMI-DADE COUNTY PUBLIC S	CHOOLS, EMPLOYEES			
NAME OF OFFICE OR POSITION HEL				
EXECUTIVE DIRECTOR			* F D O 2 7 9	
CHECK ONLY IF CANDIDATE	OR NEW EMPLOYEE OR	APPOINTEE	,	9/21/21
*	*** THIS SECTION MUS	T RF COMPLETE		
DISCLOSURE PERIOD:	HINO OLO HOM MILE	<u> </u>		
THIS STATEMENT REFLECTS YO	UR FINANCIAL INTERESTS FO	R CALENDAR YEAR EN	DING DECEMBER 3	1, 2020.
MANNER OF CALCULATING F	REPORTABLE INTERESTS:			
FILERS HAVE THE OPTION OF US	SING REPORTING THRESHOLD			
FEWER CALCULATIONS, OR USI				CENTAGE VALUES
(see instructions for further details).		<u> </u>		
	ERCENTAGE) THRESHOLDS		AR VALUE THRESI	40lds
PART A - PRIMARY SOURCES OF INC. (If you have nothing to repo		ne reporting person - See ins	tructions]	
NAME OF SOURCE	•	RCE'S	ייייייייייייייייייייייייייייייייייייייי	OF THE SOURCE'S
OF INCOME	1	RESS		USINESS ACTIVITY
Miami Dode	1501 NE 240	1 AVE , #407	Executiv	e Director
county Public	Miami, FL	33132	Distric	
Schnols				
<u> </u>				
PART B - SECONDARY SOURCES OF	EINCOME			
[Major customers, clients, an	d other sources of income to business	ses owned by the reporting pe	ərson - See instructions]	
(if you have nothing to rep	•			
NAME OF BUSINESS ENTITY	NAME OF MAJOR SOURCES OF BUSINESS' INCOME	ADDRESS OF SOURCE		NCIPAL BUSINESS IVITY OF SOURCE
/4				
PART C - REAL PROPERTY [Land, bu (if you have nothing to repo	ildings owned by the reporting person	- See instructions]		to the space on the
for hear the section of refer	With Holly of the ,		lines on this form. sheets, if necessa	
1.10			FILING INSTRUC	TIONS for when
N/A			and where to file located at the bo	
			INSTRUCTIONS	,
			this form and ho begin on page 3	w to fill it out

ļ

PART D — INTANGIBLE PERSONAL PROPERTY [Sto (if you have nothing to report, write "non-		structions]
TYPE OF INTANGIBLE	BUSINESS ENTITY TO V	WHICH THE PROPERTY RELATES
Savings Alc	Bank of Ameri	ca
•		
PART E — LIABILITIES [Major debts - See instructions (If you have nothing to report, write "non-		
NAME OF CREDITOR	ADDRE:	SS OF CREDITOR
Loan Depot - Home	PO BOX 1173	3
Loan	Newark, No	J 07101
PART F — INTERESTS IN SPECIFIED BUSINESSES [(if you have nothing to report, write "none"		BUSINESS ENTITY # 2
ADDRESS OF BUSINESS ENTITY		
PRINCIPAL BUSINESS ACTIVITY	N/A	
POSITION HELD WITH ENTITY		. :
I OWN MORE THAN A 5% INTEREST IN THE BUSINESS		1
NATURE OF MY OWNERSHIP INTEREST		
PART G — TRAINING For elected municipal officers, agency created under Part III, Chapter 163 required to c		on 112.3142, F.S.
IF ANY OF PARTS A THROUGH G ARE	CONTINUED ON A SEPARATE SHE	ET, PLEASE CHECK HERE
SIGNATURE OF FILE Signature: Ontho Jotta Date Signed: 9-21-21	If a certified public accordance of the control of the complete the co	prepared the CE with Section 112.3145, Florida Statutes, and the . Upon my reasonable knowledge and belief, the e and correct.
FILING INSTRUCTIONS:		
If you were mailed the form by the Commission on Et	hics or a County Candidates file this form	together with their filing papers.

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.

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, 2020.

BEFORE THE STATE OF FLORIDA COMMISSION ON ETHICS

In re
Shannon Gottardi
Executive Director
Employees
Miami-Dade County Public Schools

PID#: 261038

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, pursuant to Section 112.3145(8)(g), Florida Statutes.

Inasmuch as your 2020 CE Form 1 was filed September 21, 2021 with the Supervisor of Elections for Miami-Dade County, you are fined the amount of \$500.00 (\$25.00 per day for 20 day(s) late). 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.

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 <u>Florida Commission on Ethics</u>, P. O. <u>Drawer 15709</u>, <u>Tallahassee</u>, <u>FL 32317-5709</u>, or delivered to <u>Florida Commission on Ethics</u>, <u>325 John Knox Road</u>, <u>Building E, Suite 200</u>, <u>Tallahassee</u>, <u>FL 32303</u>. 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: <u>www.ethics.state.fl.us</u>. Click on "Financial Disclosure" and then the link to the sample appeal form.
- 4. **DUE DATE:** Your appeal must be <u>received</u> by the Commission on Ethics on or before <u>November 27</u>, <u>2023</u>. <u>NOTE</u>: 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 deliquency 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 you 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:

Shannon Gottardi 1501 Ne 2nd Ave Ste 407 Miami, FL 33132 -1309

by Certified Mail on this Thursday, October 26, 2023.

KIMBERLY R. HOLMES Program Administrator

-or-

Florida Commission on Ethics P. O. Drawer 15709

Tallahassee, FL 32317-5709

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





9214 8901 0661 5400 0190 1380 84

RETURN RECEIPT (ELECTRONIC)

261038 SHANNON GOTTARDI 1501 NE 2ND AVE STE 407 MIAMI, FL 33132-1309

URGENT - Open Immediately!

 CUT : PGLD HERE	Zone 4
5'x9' ENVELOPE CUT FOLD HEPE	
CUT : PÓLÓ MÉRIE	

Mail Piece Details



Recipient Address

SHANNON GOTTARDI 1501 NE 2ND AVE STE 407 MIAMI, FL 33132-1309

Record / Case Number: 261038

Return Address

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

Entry Point ZIP: 32317

Mail Piece Information

Tracking Number: 92148901066154000190138084

Date Created: 10/26/2023 02:39:36 PM

Mail Class: USPS First Class Mail

Special Services: Certified Mail

Return Receipt Electronic

Memo: --

Created By: Kimberly Holmes - Commission on Ethics

Tracking Information

Pre-Shipment Info Sent To Usps, Usps Awaiting Item, October 26, 2023, 12:00:00 AM
Pre-Shipment Info Sent Usps Awaits Item, October 26, 2023, 01:49:00 PM, TALLAHASSEE,FL
32317

Processed Through Usps Facility, October 28, 2023, 09:12:00 PM, MIAMI FL DISTRIBUTION CENTER 33152

Processed Through Usps Facility, October 29, 2023, 03:03:00 PM, MIAMI FL DISTRIBUTION CENTER 33152

Processed Through Usps Facility, October 29, 2023, 05:25:00 PM, MIAMI FL DISTRIBUTION CENTER 33152

In Transit To Next Facility, October 30, 2023, 12:00:00 AM

In Transit To Next Facility, Arriving Late, October 31, 2023, 12:00:00 AM

In Transit To Next Facility, Arriving Late, November 01, 2023, 12:00:00 AM

In Transit To Next Facility, Arriving Late, November 02, 2023, 12:00:00 AM

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

intermediate, the Supervisor of Elections of Miami-Dade 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.
SignedSUPERVISOR OF ELECTIONS
· · · · · · · · · · · · · · · · ·

Miami Dade County Elections Department

Financial Disclosure Details

2020	Tax Year	
GOTTARDI SHANNON	Name	
FD027940	FD#	
261038	ID#	
Filed-Filed	Filing Status	

Mailing Activity	activity				
Mail Date	Address Mailed to	Correspondence	Certified	<u>Delivered</u>	Tracking#
05/28/2021	1501 NE 2ND AVE STE 407, MIAMI, FL 33132-1309	FIRST FINANCIAL DISCLOSURE MAILING	z	~	
07/29/2021	1501 NE 2ND AVE STE 407, MIAMI, FL 33132-1309	SECOND FINANCIAL DISCLOSURE MAILING	~	~	94148149022668493 49241

Filing Activity					
Form Name	Filed Date	<u>Valid</u>	Valid Comments	County	Date Filed in County
Form 1	09/21/2021	~		MIAMI-DADE	



ElectionsSupervisor of Elections Financial Disclosure Section PO Box 521550
Miami Florida 33152-1550

ADDRESS SERVICE REQUESTED

IMPORTANT:

YOUR ANNUAL DISCLOSURE FORM IS ENCLOSED AND MUST BE FILED BY JULY 1, 2021

SHANNON GOTTARDI 1501 NE 2ND AVE STE 407 MIAMI, FL 33132

000897 2020 TAX YEAR (S)



To:

Local Officer

From:

Christina White

Supervisor of Elections

Subject:

State Financial Disclosure Filing Requirement for the 2020 Tax Year

The position you held in 2020 was determined to be one that requires the filing of a financial disclosure form. According to Florida Statute 112.3145, the enclosed **Form 1, Statement of Financial Interests (2020,)** must be filed with the Elections Department by **Thursday, July 1, 2021** to satisfy your financial disclosure filing requirement for the 2020 tax year.

Persons serving as of December 31, 2020 are required to file this year. If you left the position in 2020, you are required to file a Form 1F covering the portion of 2020 you served. If you left the position in 2021, you are required to file a Form 1 for 2020 and a Form 1F for the portion of 2021 you served. See the Form 1 instructions for more information, and additional forms may be downloaded on the Elections Department website at https://www8.miamidade.gov/global/service.page?Mduid_service=ser1513200320703181.

The Elections Department is the records custodian for these forms. Please do not file this form with the Florida Commission on Ethics in Tallahassee. As such, kindly send your <u>completed and signed</u> financial disclosure form via email to <u>financial.disclosures@miamidade.gov</u> so long as it is a legible scanned copy, or by returning it to the Miami-Dade County Supervisor of Elections, Financial Disclosure Section, PO Box 521550, Miami, Florida 33152-1550. A business reply envelope has been provided for your convenience.

Please note the following:

- You can check receipt of your financial disclosure form on the Miami-Dade Elections Department website at https://www8.miamidade.gov/global/service.page?Mduid_service=ser1513200320703181.
- 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.
- If your home address is exempt from public records, please provide your office or other address.

Instructions for completing this form are included. Additional questions on how to complete this form should be directed to the Florida Commission on Ethics at 800-262-8824. If you have questions regarding the distribution or collection of this form, please contact Maria Boucourt, Miami-Dade Financial Disclosure Coordinator, at 305-499-8413 or via email at financial.disclosures@miamidade.gov.

If you think you have received this notification in error, please contact the 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 Florida Commission on Ethics to remove your name from the list. To find your coordinator, you can contact Ms. Boucourt at the number above or view the coordinator list provided on the Commission on Ethics' website at http://www.ethics.state.fl.us.

Enclosures



Supervisor of Elections Financial Disclosure Section PO Box 521550 Miami Florida 33152-1550

ADDRESS SERVICE REQUESTED

IMPORTANT:

YOUR ANNUAL DISCLOSURE FORM IS ENCLOSED AND MUST BE FILED BY SEPT. 1, 2021

USPS CERTIFIED MAIL



9414 8149 0226 6849 3492 41

SHANNON GOTTARDI 1501 NE 2ND AVE STE 407 MIAMI, FL 33132

Memorandum COUNTY

To:

Local Officer

From:

Christina White

Supervisor of Elections

Subject:

Notice of Delinquency - Financial Disclosure Filing Requirement for the 2020 Tax Year

The position you held in 2020 was determined to be one that requires the filing of a financial disclosure form. Our records indicate that you were mailed a financial disclosure notice at the end of May, advising you that per Florida Statute 112.3145, you were required to file a Form 1, Statement of Financial Interests with our office by July 1, 2021. To date, we have not received the required form from you.

Pursuant to State law, I am writing to notify you that although you are delinquent in filing your financial disclosure form with our office, a grace period is in effect until Wednesday, September 1, 2021 to file your signed and dated Form 1 for the 2020 tax year with our office.

If your Form 1 is not received by September 1, 2021, a fine of \$25 for each day late will be imposed, up to a maximum penalty of \$1,500. In addition, I will be required by law to notify the State of Florida Commission on Ethics of the delinquency. In addition, pursuant to enacted legislation, 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(8)(c), Florida Statues.

Please note that persons serving as of December 31, 2020 are required to file this year. If you left the position in 2020, you are required to file a Form 1F 2020 covering the portion of 2020 you served. If you left the position in 2021, you are required to file a Form 1 for 2020 and a Form 1F 2021 for the portion of 2021 you served. Also, if your home address is exempt from public records, please provide your office address or other mailing address. Instructions for completing this form are included and additional questions on how to complete this form should be directed to the State of Florida Commission on Ethics at 850-488-7864.

The Elections Department is the records custodian for these forms. As such, please send your completed, signed and dated financial disclosure statement via email to financial.disclosures@miamidade.gov so long as it is a legible scanned copy, or by returning it to the Miami-Dade County Supervisor of Elections, Financial Disclosure Section, PO Box 521550, Miami, Florida 33152. A business reply envelope has been provided for your convenience. The form may also be hand delivered. Please do not file this form with the Florida Commission on Ethics in Tallahassee. If you filed directly with the Florida Commission on Ethics, please provide us a copy.

You can check receipt of your financial disclosure form on the Miami-Dade Elections Department website at www.miamidade.gov/elections/disclosure. In the event that you already filed your financial disclosure form with the Miami-Dade County Elections Department, please contact our office immediately so that we may review our records and remove your name from the delinquency list, if applicable.

If you have any questions or need additional information, please contact Maria Boucourt, Miami-Dade Financial Disclosure Coordinator, at 305-499-8413 or via email at financial.disclosures@miamidade.gov.

If you think you have received this in error, please contact the 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 Florida Commission on Ethics to remove your name from the list. To find your coordinator, you can contact Maria Boucourt at the number above or view the coordinator list provided on the Commission on Ethics' website at http://www.ethics.state.fl.us.

Enclosures



Date Produced: 08/09/2021

MIAMI-DADE COUNTY:

The following is the delivery information for Certified Mail™/RRE item number 9414 8149 0226 6849 3492 41. Our records indicate that this item was delivered on 08/02/2021 at 12:03 p.m. in MIAMI, FL 33132. The scanned image of the recipient information is provided below.

Signature of Recipient : (Authorized Agent)

(2) (9) (A)

Address of Recipient:

1450 NE

Thank you for selecting the Postal Service for your mailing needs. If you require additional assistance, please contact your local post office or Postal Service representative.

Sincerely, United States Postal Service

The customer reference number shown below is not validated or endorsed by the United States Postal Service. It is solely for customer use.

Customer Reference Number:

ELESTATEz3zFD027940

USPS Tracking®

FAQs >

Track Another Package +

Tracking Number: 9414814902266849349241

Remove X

Your item has been delivered to an agent for final delivery in MIAMI, FL 33132 on August 2, 2021 at 12:03 pm.

OVER IT IS NOT SENT OF SENT O

August 2, 2021 at 12:03 pm MIAMI, FL 33132

Get Updates ✓

Text & Email Updates	~
Return Receipt Electronic	~
Tracking History	^

August 2, 2021, 12:03 pm

Delivered to Agent for Final Delivery MIAMI, FL 33132

Your item has been delivered to an agent for final delivery in MIAMI, FL 33132 on August 2, 2021 at 12:03 pm.

August 1, 2021

In Transit to Next Facility

July 31, 2021, 9:04 pm
Departed USPS Regional Facility
OPA LOCKA FL DISTRIBUTION CENTER

July 31, 2021, 5:49 am

Arrived at USPS Regional Facility

OPA LOCKA FL DISTRIBUTION CENTER

July 31, 2021, 4:34 am Accepted at USPS Origin Facility MIAMI, FL 33128

July 23, 2021
Pre-Shipment Info Sent to USPS, USPS Awaiting Item

Product Information



See Less ∧

Can't find what you're looking for?

Go to our FAQs section to find answers to your tracking questions.

FAQs

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William "Willie" N. Meggs
Jim Waldman



State of Florida COMMISSION ON ETHICS P.O. Drawer 15709 Tallahassee, Florida 32317-5709

325 John Knox Road Building E, Suite 200 Tallahassee, Florida 32303

"A Public Office is a Public Trust"

Kerrie J. Stillman Executive Director

Caroline M. Klancke
Deputy Executive Director/
General Counsel

(850) 488-7864 Phone (850) 488-3077 (FAX) www.ethics.state.fl.us

September 8, 2021

Shannon Gottardi - 261038 Executive Director Miami-Dade County Public Schools Employees 1501 Ne 2nd Ave Ste 407 Miami FL 33132 -1309

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RE: Financial Disclosure (Form 1, Statement of Financial Interests -- 2020)

Earlier this year, you were noticed of your obligation to file a Form 1, Statement of Financial Interests, for the year ending December 31, 2020. The grace period for filing expired on September 1, 2021 and according to records in our office you have not filed Form 1. I am writing to advise you, that pursuant to State law, an automatic fine of \$25.00 per day for each day late (\$1,500 maximum fine) is being assessed against you for your failure to timely file Form 1. Please file the form as soon as possible with the Miami-Dade County Supervisor of Elections.

Sincerely,

Kerrie J. Stillman Executive Director

NO.#.

48/86

MIAMI-DADE COUNTY ELECTIONS DEPARTMENT SUPERVISOR OF ELECTIONS



🊨 Filer - Fines and Appeals - PID 261038 - Shannon Gottardi

Filer	Inform	ation
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Org Membership

Forms

Communications

Fines and Appeals >

View All

Filer Flags

 2000
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 2022
 2023
 2024

<<2024 Form Year

Status

Filing: ACTIVE Fine: No Fine

Flags

Public Address
Filing Extensions
Indefinite: None
Temporary:

None

Eligible for Fines

The filer has fines for: 2021 (Appeal)

2021 Fines and Appeals

Form Year 2020 Filed Forms

Received Date	Form Type	Form Signed	Filed by Email	Filing Location	Updated	Comments
09/21/21	Form 1	Yes	No	SOE	HOLMESK(SOE IMPORT) on 12/13/2021	Miami- Dade

2021 Fine Information Assign Agency Contact **Payment Payment** Last Fine Original Fine Plan Fine Fine Date **Payment** Plan Balance Status Start Assessment Amount **Amount** Date

\$500.00

Fine Address 6521 SW 62ND AVE SOUTH MIAMI FL 33143-3303

Org/Suborg Miami-Dade County Public Schools-Employees

\$500.00

2021 Fine Payment History

\$500.00 Appeal 10/25/2023

Date Posted	Description	Amount	Į.	Payment ID	Comments
10/25/2023	Fine Levied	+ \$500.00			Fined \$500.00

Current Balance: \$500.00

2021 Fine Year Event

Chronology

🔲 Date

Type Description

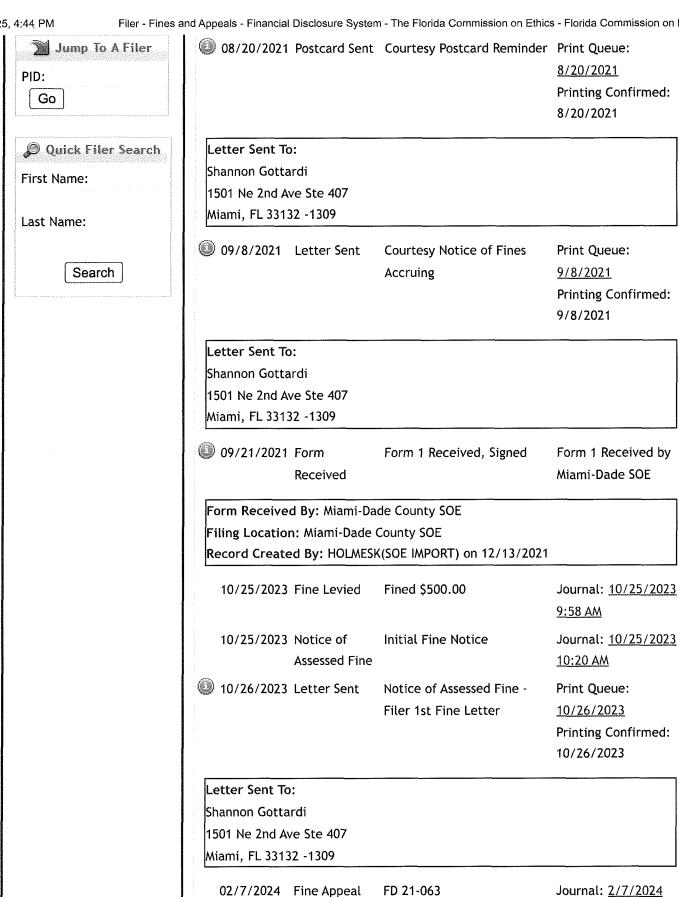
Invalidate Transaction

Reference

Update Fine Information

Date

Add a New Filer



FD 21-063 Journal: 2/7/2024 5:25 PM Update Appeal Withdraw Appeal Assign Attorney Request More Info Record Appeal Outcome

2021 Fine Appeal -

FD 21-063

Appeal Status: No Hearing Requested Active Appeal Receipt Date: 11/21/2023 Timely Filed: Yes **Print Appeal Letter:** Yes Hearing Requested: Appeal Reason: Lack of Notification Appeal Notes: Appeal Number: FD 21-063 **Appeal Analyst** Assigned: Final Order Number: Final Order Date: