

BEFORE THE  
STATE OF FLORIDA  
COMMISSION ON ETHICS

In re RICHARD COFFIN,	)	Financial Disclosure Appeal No. FD 21-025
	)	
Appellant.	)	Final Order No. 24-XXX
_____	)	

FINAL ORDER

This matter came before the Commission on Ethics, meeting in public session on September 13, 2024, on the appeal of Appellant, pursuant 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 did not request a hearing before the Commission.

Findings of Fact

1. According to information provided to the Commission, Appellant served as a Vice-Chair Member of the Boca Raton Planning and Zoning Board, a position requiring the filing of a 2020 CE Form 1, Statement of Financial Interests. In 2021, the designated due date for submitting a 2020 CE Form 1 was July 1, 2021, with a grace period ending on September 1, 2021.

2. No later than June 1, 2021, the Palm Beach County Supervisor of Elections sent Appellant a 2020 CE Form 1. This notice was sent to Appellant at 1685 SW 4<sup>th</sup> Avenue, Boca Raton, FL 33432.

3. No later than August 1, 2021, the Palm Beach County Supervisor of Elections sent Appellant a notice of delinquency by certified mail. This notice was sent to Appellant at the 1685 SW 4<sup>th</sup> Avenue address. It was returned and marked "Return to Sender."

4. On August 20, 2021, the Commission on Ethics mailed Appellant a postcard intended to remind him of his obligation to file a 2020 CE Form 1. The Commission mailed the postcard to the 1685 SW 4<sup>th</sup> Avenue address.

5. On September 13, 2021, Appellant submitted his 2020 CE Form 1 to the Palm Beach County Supervisor of Elections, which was twelve days after the expiration of the grace period.

6. On October 9, 2023, the Commission sent Appellant a notice of assessment of his automatic fine. The notice was sent by mail to the 1685 SW 4<sup>th</sup> Avenue address. It indicated the total of Appellant's accrued automatic fine was \$300.

7. On October 23, 2023, the Commission received Appellant's appeal of automatic fine for Form Year 2020. In part B of his appeal form, Appellant checked "failure to receive notice" as the general reason for his appeal. In part C of his appeal form, where an appellant is asked to provide detailed explanation of his or her appeal, Appellant wrote that he did not receive notifications regarding his 2020 CE Form 1 filing requirement because at the time he was in California developing hospitals during the COVID-19 pandemic.

#### Conclusions of law

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

9. 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.

10. 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.

11. Here, Appellant claims he was in California developing hospitals during the COVID-19 pandemic and thus did not receive notice of his filing requirement. There is no evidence to dispute Appellant's claim that he failed to receive timely notice. Additionally, mail sent to him was returned and marked "Return to Sender." Considering Appellant's claim of lack of notice, and that there is no evidence showing otherwise, there are "unusual circumstances" here that justify waiving the \$300 fine.

#### Order

Based on the foregoing facts and conclusions of law, the Commission hereby finds that unusual circumstances for failure to file have been demonstrated. We therefore waive the assessed fine of \$300.

ORDERED by the State of Florida Commission on Ethics meeting in public session on Friday, September 13, 2024.

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Date Rendered

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XXXXX

*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 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.

XXX: sjz./aln

Mr. Richard Coffin  
1685 SW 4<sup>th</sup> Avenue  
Boca Raton, FL 33432

209262 21-025

FLORIDA  
COMMISSION ON ETHICS

OCT 23 2023

RECEIVED



# 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

X

## 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

*Handwritten notes and scribbles in the margin.*

**PART A: YOUR INFORMATION**

Name: Mr. Richard Coffin

Address: 1695 SW 4th Ave City: Boca Raton State: FL Zip: 33482

Daytime Tel.: 561-935-8585 Cell: 561-504-5782

Email: Rcoffin@bptonmail.com Filer ID# (if known): \_\_\_\_\_

Public Employer: NA - HAVE NEVER BEEN EMPLOYED BY CITY OF BOCA RATON

Public Position: PLANNING & ZONING BOARD

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.

My term ended 2020 I have never received any documentation or notifications in regards to not filing 2020 CS Form 1. 2020 was Covid, I personally was in California developing hospitals and attended very few meetings even though they were virtual.

## 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.

10-16-2023

DATE

SIGNATURE

## Holmes, Kim

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**From:** Siddons, Mary <MSiddons@ci.boca-raton.fl.us>  
**Sent:** Thursday, November 09, 2023 2:11 PM  
**To:** Holmes, Kim  
**Subject:** Boca Raton - Planning and Zoning Board Member Rick Coffin

You don't often get email from msiddons@ci.boca-raton.fl.us. [Learn why this is important](#)

Good afternoon Kim,

Our records show that Mr. Coffin was a Member of the Planning and Zoning Board through March 31, 2021. (We confirmed his attendance at a February 18, 2021 Planning and Zoning Board meeting, both in the official minutes and in the video of the meeting.)

Please let us know if we can be of any further assistance.

**Mary Siddons, CMC** | City Clerk

City of Boca Raton, Office of the City Clerk

201 W. Palmetto Park Road • Boca Raton, FL 33432

Phone 561-393-7740 | [msiddons@myboca.us](mailto:msiddons@myboca.us)

FORM 1

STATEMENT OF FINANCIAL INTERESTS

2020

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

SUPERVISOR OFFICE USE ONLY

2021 SEP 13 AM 8:54
PALM BEACH COUNTY, FL.

LAST NAME -- FIRST NAME -- MIDDLE NAME :

Coffin, Richard Freemar

MAILING ADDRESS :

1685 SW 4th Avenue

CITY : ZIP : COUNTY :

Boca Raton 33432 Palm Beach

NAME OF AGENCY :

Boca Raton Planning & Zoning

NAME OF OFFICE OR POSITION HELD OR SOUGHT :

Vice-Chair Member

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: RFMS Consulting Group, 1685 SW 4th Ave, Boca Raton FL, Consulting Services.

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")

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.



<b>PART D — INTANGIBLE PERSONAL PROPERTY</b> (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	

<b>PART E — LIABILITIES</b> [Major debts - See instructions] (If you have nothing to report, write "none" or "n/a")	
NAME OF CREDITOR	ADDRESS OF CREDITOR
N/A	

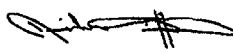
<b>PART F — INTERESTS IN SPECIFIED BUSINESSES</b> [Ownership or positions in certain types of businesses - See instructions] (If you have nothing to report, write "none" or "n/a")		
	BUSINESS ENTITY # 1	BUSINESS ENTITY # 2
NAME OF BUSINESS ENTITY		
ADDRESS OF BUSINESS ENTITY	1685 SW 4th Ave, Boca Raton	
PRINCIPAL BUSINESS ACTIVITY	Real Estate Consultation	
POSITION HELD WITH ENTITY	Manager	
I OWN MORE THAN A 5% INTEREST IN THE BUSINESS	yes	
NATURE OF MY OWNERSHIP INTEREST	Manager	

**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.

I CERTIFY THAT I HAVE COMPLETED THE REQUIRED TRAINING.

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

**SIGNATURE OF FILER:**

Signature: \_\_\_\_\_  


Date Signed: \_\_\_\_\_  
 9/11/21

**CPA or ATTORNEY SIGNATURE ONLY**

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

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

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

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

**FILING INSTRUCTIONS:**

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

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

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

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

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

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

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

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

**Finally,** file a final disclosure form (Form 1F) within 60 days of leaving office or employment. Filing a CE Form 1F (Final Statement of Financial Interests) does not relieve the filer of filing a CE Form 1 if the filer was in his or her position on December 31, 2020.

## **Amber Sacks**

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**From:** Rick Coffin <rick.coffin@gmail.com>  
**Sent:** Sunday, September 12, 2021 8:38 AM  
**To:** Financial Disclosures  
**Subject:** [Warning - External Email |>] Annual Financial Disclosure  
**Attachments:** Form 1\_2020i.pdf

**Caution:** This is an external email. Please be careful when clicking links or opening attachments. Think before you click! When in doubt, just contact your IT Department.

***Rick Coffin***  
***rcoffin@kpcph.com***  
***561-504-5782***  
***RFMS Consulting Group***  
***561-235-8585***

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

In re     **Richard Coffin**  
          **Planning And Zoning Board**  
          **Boca Raton**

**PID#: 209262**

**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 13, 2021 with the Supervisor of Elections for Palm Beach County, you are fined the amount of \$300.00 (\$25.00 per day for 12 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 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](http://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 8, 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:

**Richard Coffin  
1685 SW 4th Ave  
Boca Raton, FL 33432**

by Certified Mail on this Monday, October 09, 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

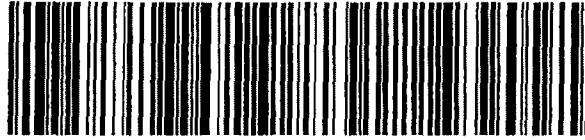
Tel.: (850) 488-7864

Fax: (850) 488-3077

Email: [disclosure@leg.state.fl.us](mailto:disclosure@leg.state.fl.us)



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



9214 8901 0661 5400 0189 6157 87

**RETURN RECEIPT (ELECTRONIC)**

**209262**

**RICHARD COFFIN  
1685 SW 4TH AVE  
BOCA RATON, FL 33432-7232**

17

**URGENT - Open Immediately!**

.....  
CUT / FOLD HERE

Zone 4

.....  
6"X9" ENVELOPE  
CUT / FOLD HERE

.....  
CUT / FOLD HERE

NOV 05 2021

RECEIVED

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

I, Wendy Sartory Link, the Supervisor of Elections of  
Palm Beach 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

**U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only**

For delivery information, visit our website at [www.usps.com](http://www.usps.com)®

7020 0090 0000 6609 5664

Certified Mail Fee		
Extra Services & Fees (check box, add fee as appropriate)		
<input type="checkbox"/> Return Receipt (hardcopy)	\$	
<input type="checkbox"/> Return Receipt (electronic)	\$	
<input type="checkbox"/> Certified Mail Restricted Delivery	\$	
<input type="checkbox"/> Adult Signature Required	\$	
<input type="checkbox"/> Adult Signature Restricted Delivery	\$	
Postage		
Total Po	\$	209262
Sent To	Coffin Richard	
Street	Boca Raton Planning And Zoning Board	
City, St	Boca Raton, FL 33432	

PS Form 3800, April 2013 PSN 7530-0100-9000-9000 See Reverse for Instructions

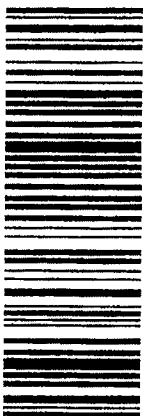


WENDY SARTORY LINK

PALM BEACH COUNTY SUPERVISOR OF ELECTIONS  
Post Office Box 33416  
West Palm Beach, FL 33416

2021 SEP 22 AM 11:44

PALM BEACH COUNTY, FL



7020 0090 0000 6609 5664

☆ ☆ ☆ ☆ ☆

**CERTIFIED MAIL**



USPS CERTIFIED MAIL  
FIRST CLASS PERMIT NO. 1000 WEST PALM BEACH, FL 33411  
ZIP CODE 33411  
POSTAGE WILL BE PAID BY ADDRESSEE

Coffin Richard  
Boca Raton Planning And Zoning Board  
1685 SW 4th Ave  
Boca Raton, FL 33432

209262

MIKE

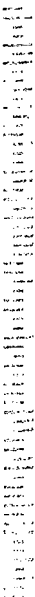
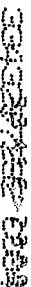
*Notified  
10/22/2021*

391 DE 1  
RETURN TO SENDER  
UNCLASIFIED  
UNABLE TO FORWARD

UNC

SC: 3341623090

\*1208-05210-20-45







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

**Filer - Fines and Appeals - PID 209262 - Richard Coffin**

**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](#)

<<2022 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: [2021 \(Appeal\)](#) [2011 \(Collection - Transmitted to Collection Agency 1\)](#) [2008 \(Collection - Transmitted to Collection Agency 1\)](#) [view all](#)

2021 Fines and Appeals

Form Year 2020 Filed Forms						
Received Date	Form Type	Form Signed	Filed by Email	Filing Location	Updated	Comments
09/13/21	Form 1	Yes	Yes	SOE	HOLMESK(SOE IMPORT) on 12/01/2021	Palm Beach

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
\$300.00	Appeal	10/9/2023	\$300.00	\$300.00			
Fine Address 1685 SW 4th Ave Boca Raton FL 33432							
Org/Suborg Boca Raton-Planning And Zoning Board							

2021 Fine Payment History						
Date Posted	Description	Amount	Method	Payment ID	Comments	
10/9/2023	Fine Levied	+ \$300.00			Fined \$300.00	
Current Balance: \$300.00						

 **Add a New Filer**

 **Jump To A Filer**

PID:



 **Quick Filer Search**

First Name:


Last Name:

2021 Fine Year Event


Chronology

 Date	Type	Description	Reference
 08/20/2021	Postcard Sent	Courtesy Postcard Reminder	Print Queue: <u>8/20/2021</u> Printing Confirmed: 8/20/2021


Letter Sent To:  
Richard Coffin  
1685 SW 4th Ave  
Boca Raton, FL 33432

 09/8/2021	Letter Sent	Courtesy Notice of Fines Accruing	Print Queue: <u>9/8/2021</u> Printing Confirmed: 9/8/2021
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Letter Sent To:  
Richard Coffin  
1685 SW 4th Ave  
Boca Raton, FL 33432

 09/13/2021	Form Received	Form 1 Received, Signed	Form 1 Received by Palm Beach SOE
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Form Received By: Palm Beach County SOE  
Filing Location: Palm Beach County SOE  
Record Created By: HOLMESK(SOE IMPORT) on 12/01/2021

10/9/2023	Fine Levied	Fined \$300.00	Journal: <u>10/9/2023</u> <u>1:22 PM</u>
10/9/2023	Notice of Assessed Fine	Initial Fine Notice	Journal: <u>10/9/2023</u> <u>2:04 PM</u>
 10/9/2023	Letter Sent	Notice of Assessed Fine - Filer 1st Fine Letter	Print Queue: <u>10/9/2023</u> Printing Confirmed: 10/9/2023

Letter Sent To:  
 Richard Coffin  
 1685 SW 4th Ave  
 Boca Raton, FL 33432

11/9/2023 Fine Appeal FD 21-025

Journal: [11/9/2023](#)  
 2:18 PM

2021 Fine Appeal – FD 21-025	<input type="button" value="Update Appeal"/>	<input type="button" value="Withdraw Appeal"/>
	<input type="button" value="Assign Attorney"/>	<input type="button" value="Request More Info"/>
	<input type="button" value="Record Appeal Outcome"/>	
Appeal Status:	No Hearing Requested	
Active		
Appeal Receipt		
Date:		
10/23/2023		
Timely Filed:		
Yes		
Print Appeal		
Letter: Yes		
Hearing		
Requested: No		
Appeal Reason:		
Lack of		
Notification		
Appeal Notes:		
Appeal Number:		
FD 21-025		
Appeal Analyst		
Assigned:		
Final Order		
Number:		
Final Order		
Date:		