

**SNEADS TOWN COUNCIL
REGULAR/ Public Hearing MEETING
DECEMBER 12, 2023**

The Town Council of the Town of Sneads, Florida, met in a regular session at the Sneads Town Hall on Tuesday, December 12, 2023, at 6:00 p.m.

Mike Weeks called the meeting to order with the following present:

Mike Weeks, Tony Money, George Alexander,
Angela Locke and Donovan Weeks, Council Members
Daniel Cox, Attorney
Lee Garner, Town Manager
Tyler Weeks, Police Chief
Sherri Griffin, City Clerk
Danielle Guy, Deputy Clerk

And the following were absent:

None

All stood for the Pledge of Allegiance.

Tony Money made a motion to adjourn into a Public Hearing at 6:02 pm. George Alexander seconded. All voted all.

Resolution #23-12 entitled;

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SNEADS, FLORIDA;
ADOPTING THE FISCAL LEVYING OF AD VALOREM TAXES FOR THE TOWN OF
SNEADS FOR FISCAL YEAR 2023-2024; AND PROVIDING AN EFFECTIVE DATE.**

was read for approval. Tony Money made a motion to approve Resolution #23-12, as presented. Angie Locke seconded. All voted aye.

Adjourned Public Hearing and reconvened the regular meeting at 6:05pm.

George Alexander made a motion to approve the Consent Agenda as presented. Donovan Weeks seconded. All voted aye.

1. Minutes for **November** 2023
2. Financial Statements and Budget Review Summary
3. Pay Approved Bills

Agenda # 5, Tracy Johnson, Beauchamp Property purchase. Mr Johnson came before the Council to discuss the purchase of property off Gerald St. He stated the property would be 8 lots and would have mobile homes on them for purchase. Council informed Mr. Johnson that the waterline and hydrant goes to the property and that any roadway would be their responsibility.

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Agenda #4, Award Demolition Contract. Hunter Potts presented the bids for the demolition of the buildings of the buildings at Gloster Ave. (See attached) The first were for the 2 buildings under the CDBG grant. The lowest bid was for \$97,792.31, from Great Southern Demolition. After discussion, Tony Money made a motion to go with the lowest bidder. George Alexander seconded. All voted aye. The second was for the Dodson building not grant funded. The lowest bid was for \$29,210.69, from Great Southern Demolition. After discussion, Tony Money made a motion to table the award for demolition of Dodson building. Angie Locke second. All vote aye.

Agenda #6, **Resolution #23-13** entitled;

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SNEADS, FLORIDA; AMENDING RESOLUTION #23-11 ADOPTED BY THE TOWN COUNCIL ON NOVEMBER 14, 2023, INCREASING THE AMOUNT BUDGETED FOR THE FISCAL 2022-2023, GENERAL FUND ACCOUNT FOR THE TOWN OF SNEADS BY INCREASING AND ADDITIONAL AMOUNT BUDGETED TO THE GENERAL FUND IN THE AMOUNT OF \$54,440.00 SUCH INCREASE SHALL BE FUNDED BY CARRYOVER FUNDS AND GRANT FUNDS RECEIVED 2022-2023, FISCAL YEAR. PROVIDING AN EFFECTIVE DATE.

was read for approval. George Alexander made a motion to approve Resolution #23-13. Donovan Weeks seconded. All voted aye.

Agenda # 7, **Ordinance #2023-04** entitled;

AN ORDINANCE OF THE TOWN OF SNEADS, FLORIDA, AMENDING CHAPTER 26, SECTION (3) (d) OF CODE OF ORDINANCES OF THE TOWN OF SNEADS REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

was presented and read. George Alexander made a motion to approve Ordinance #2023-04 as presented and read, pending publication. Donovan Weeks seconded. All voted aye.

Agenda # 8, Sneads Recreation Board- no report

Agenda #9, Town Manager Report as follows: (See attached) Mr Garner stated he had enjoyed working for the town for the past three years.

Agenda #10, Attorney. Mr Cox went into further detail with the Council about Form 6 (See attached) He asked if anyone had any questions personally or wanted to go into more details to get with him.

Agenda #11, Police/ Fire. Chief Weeks provided the department's monthly report. (See attached)

Agenda #12, Council Members. Angie Locke stated she was proud of SES being an "A" school and they were the only one in the county.


Mike Weeks said he would like to see about having a workshop to discuss the City Manager position before the closing date or before we fill it. All agreed.

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Agenda #13, Public Comments:

Donovan Weeks made a motion to adjourn at 7:20 pm.

Respectfully Submitted,


Danielle Guy, Deputy Clerk

APPROVED:

MIKE WEEKS, COUNCIL PRESIDENT

RESOLUTION NO. 23-12

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SNEADS, FLORIDA; ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES FOR THE TOWN OF SNEADS FOR FISCAL YEAR 2023-2024; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town Council of the Town of Sneads of Jackson County, Florida, on September 26, 2023, adopted Fiscal Year Final Millage Rate following a public hearing as required by § 200.065, FLA. STAT. (2019); and

WHEREAS, the Town Council of the Town of Sneads of Jackson County, Florida, held a public hearing as required by § 200.065, FLA. STAT. (2019); and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within Jackson County has been certified by the County Property Appraiser to the Town of Sneads as **\$43,562,922**.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF SNEADS, FLORIDA as follows:

SECTION 1. The FY 2023-2024 final operating millage rate is 3.5883 mills, which is greater than the rolled-back rate of 2.3810 mills. Percent change over rolled back rate is 50.71%.

SECTION 2. This Resolution shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED by the Town Council of the Town of Sneads, Florida, this 12 day of December, 2023.

APPROVED:

MIKE WEEKS
President, Town Council

ATTEST:

SHERRI GRIFFIN
Town Clerk

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Budget Summary

GENERAL FUND

NOVEMBER- Revenues are 4.40% **below** budgeted amount. Expenditures are 6.90% **above** budgeted amount.

GAS TAX

NOVEMBER- Revenues and Expenditures are both 1.56% **below** budgeted amount.

SOLID WASTE

NOVEMBER – Garbage revenues are slightly **above** budgeted amount. Expenditures are 8.16% **below** budgeted amount.

WATER AND SEWER

NOVEMBER-ACI Sewer and water sales are in line with budgeted amount. Sewer sales are 3.86% **below** budgeted amount. Expenditures are 1.44% **above** budgeted amount.

RECREATION FUND

NOVEMBER- Revenues are **above** and expenditures are **below** budgeted amount.



Town of Sneads

PO Drawer 159

Sneads, Florida 32460

PH (850) 593-6636 Fax (850)593-5079

Email: Sneadsmgr@sneadsfl.com

December 6th, 2023

Eddy Gedeon
Florida Department of Commerce
107 East Madison Street, MSC 160
Tallahassee, FL 32399

**RE: Recommendation of Award – Town of Sneads,
Building Demolition for CDBG-DR Hometown Revitalization
Florida Commerce Grant No. M0055**

Dear Mr. Gedeon,

On November 2nd, 2023 the Town of Sneads issued an Invitation to Bid (ITB) to solicit sealed bids for the demolition of two commercial buildings associated with the college's CDBG-DR Grant No. M0055. Bids for this project were received from four (4) demolition contractors and were opened on December 5th, 2023. The bid responses and project bid tab are attached separately for your review.

The lowest responsive bidder for the project was Great Southern Demolition Inc. with a lump sum bid price of \$97,792.31. This price is within the grant budget and in line with the Town's pre-bid cost estimate.

Based on the bid responses received the Town of Sneads hereby requests approval to award this project to the lowest responsive bidder Great Southern Demolition Inc. and to enter a contract to complete the project Scope of Work.

Sincerely,



Lee Garner

Town Manager

BID TAB
SNE22HR
CDBG-HR Building Demolition

ITEM NO.	ITEM	QTY	Thames Farms		Preslie's Construction		Vision Construction		Great Southern Demolition	
			TOTAL COST		TOTAL COST		TOTAL COST		TOTAL COST	
CDBG FUNDED 1	1989 & 1995 GLOSTER AVENUE	LS	\$	473,000.00	\$	100,000.00	\$	136,456.00	\$	97,792.31
NON-CDBG FUNDED 2	1990 GLOSTER AVENUE	LS	\$	225,000.00	\$	66,000.00	\$	37,044.00	\$	29,210.69
	TOTAL		\$	698,000.00	\$	166,000.00	\$	173,500.00	\$	127,003.00

Notes
• Green highlight indicates lowest responsive bidder

BID OPENING SIGN IN SHEET

TOWN OF SNEADS - BUILDING DEMOLITION **FC CDBG-DR M0055** **DHM SNE22HR**
 Tuesday, December 5, 2023 at or shortly after 2pm local time - Town Hall at 2028 Third Avenue, Sneads, FL 32460

Please print clearly to ensure future communication

BIDDER / COMPANY	ATTENDEE	PHONE	EMAIL ADDRESS
Town of Sneads	Lee Carver	850-593-6636	SNEADS@SNEADSFL.COM
DHM Inc	Randy Smith	850-593-3123	RandySmith@melvineng.com

RESOLUTION #23-13

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SNEADS, FLORIDA; AMENDING RESOLUTION #23-11 ADOPTED BY THE TOWN COUNCIL ON NOVEMBER 14, 2023 INCREASING THE AMOUNT BUDGETED FOR THE FISCAL YEAR 2022-2023 GENERAL FUND ACCOUNT FOR THE TOWN OF SNEADS BY INCREASING AN ADDITIONAL AMOUNT BUDGETED TO THE GENERAL FUND IN THE AMOUNT OF \$50,440.00, SUCH INCREASE SHALL BE FUNDED BY CARRYOVER FUNDS AND GRANT FUNDS RECEIVED 2022-2023 FISCAL YEAR. PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town Council of the Town of Sneads has heretofore, November 14, 2023 adopted Resolution #23-11 increasing the amount budgeted to the General Fund in the amount of \$677,000.00 for the fiscal year beginning October 1, 2022 and ending September 30, 2023: and

WHEREAS, the Town Council has found and determined that is it necessary and in the best interest of the Town to amend such prior Resolution to add an additional increase authorized expenditures for all departments.

WHEREAS, the Town Council has further found that such increases in expenditures can properly and adequately be funded from Carryover funds and Grant funds.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF SNEADS, FLORIDA as follows:

SECTION 1. The provisions of Resolution #23-11 heretofore enacted by the Town Council on November 14, 2023 be amended so as to provide as follows:

- A. The budgeted expenditures for the Administrative Department, Police Department, Fire Department, Sanitation Department, Street Department, Health Department, Sneads Park and Transfer to Other Funds in the General Fund be increased by an additional \$50,440.00.

SECTION 2. This Resolution shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED by the Town Council of the Town of Sneads, Florida, this 12 day of December, 2023.

APPROVED:

ATTEST:

MIKE WEEKS,
President, Town Council

SHERRI GRIFFIN
Town Clerk

ORDINANCE NO. 2023-04

**AN ORDINANCE OF THE TOWN OF SNEADS FLORIDA, AMENDING
CHAPTER 26, SECTION (3)(d) OF CODE OF ORDINANCES OF THE
TOWN OF SNEADS REPEALING ALL ORDINANCES IN CONFLICT;
AND PROVIDING AN EFFECTIVE DATE.**

**BE IT ORDAINED BY THE TOWN OF SNEADS: That Chapter 26, Section
(d)(3) of the Town of Sneads Code of Ordinances pertaining to Manufactured
Homes is amended as follows:**

(3) Any new manufactured, mobile, or modular home shall be manufactured no more than fifteen (15) years prior to the date when the owner obtains the certification mandated in section (c):

A. Any manufactured, mobile, or modular home existing within the corporate limits of the Town of Sneads, Florida, at the time of the signing of this ordinance is exempt from this paragraph as long as the home remains in its current location and is not relocated.

B. Setbacks for the unit shall consist of a minimum distance of 10 feet from the property line on both sides; a rear distance from property line of 20 feet and 25 feet from the edge of road right-of-way.

~~C. Home size must be a minimum of 900 square feet of net living area, exclusive of garages, carports, porches, balconies, storage areas, cabanas or other similar additions or structures, and must have a minimum of two (2) bedrooms and two (2) bathrooms.~~

DC. The home must conform to all minimum habitable housing standards of the Florida Division of Motor Vehicles.

ED. The home must meet one of the following codes: American National Standard Institute (ANSI), Federal Mobile Home Construction Standards or Housing and Urban Development (HUD).

FE. The home must have a wind load value of ~~±two (2) II..II.~~

Section 7. Effective Date.

This Ordinance shall become effective as provided by law.

PASSED AND ADOPTED in open regular meeting this ~~November~~ January 9th, 2023~~2024~~, after public notice was provided as required by law.

~~THE~~ The Town The Town of Sneads

Attest: _____
Sherri Griffin, Municipal Clerk

By: _____
Mike Weeks, Council President



Town of Sneads

PO Drawer 159

Sneads, Florida 32460

PH (850) 593-6636 Fax (850) 593-5079

Email: Sneadsmgr@sneadsfl.com

December 7, 2023

MEMO TO: Council President and Council Members

SUBJECT: Town Manager's Report to Council – December 2023

1. Regretfully this will be my last report to council, and I want to let you know that I have really enjoyed being your manager for the past 3 years and 4 months. We have accomplished a lot but there is still much more to be done. I get the feeling that some of the grant funds which have been approved will be arriving soon so the citizens can see more wonderful things being done in the Town. I was informed today that we have been approved for the \$200,000 energy grant from the state so maybe we can light at least one ballfield soon. We are having an onboarding meeting on Friday, December 8th to further discuss the details and I will include the update in this report or at the council meeting.
2. I will be appearing before the County Commission on December 12th requesting the \$7500, they have for the fire department grant, which has been approved for additional equipment by the State for \$20,000 and the Town will provide the \$2500 match, budgeted, unless we can get our portion paid with residual funds from the State. We are asking the State for such payment and there is a good possibility we will get it.
3. The Town Attorney will be bringing more information regarding the location of smaller mobile homes in the town limits, along with Auxiliary Dwelling Units.
4. I am happy to announce that we have all our lift stations and the wells connected with SCADA and it is working well. The employees are incredibly happy to finally get this accomplished as it will save a lot of time as the locations can be controlled electrically and save on many trips to the locations. We will attempt to get this paid for by one of the hurricane grants, but if not, it can come from some of the remainder of our ARPA funds.
5. I am attaching copies of the bid sheet for demolition of the three (3) buildings on Gloster Ave. Everything regarding the bidding process has been approved by the State, so hopefully we can get that project started early next year.
6. Attached are copies of Resolutions No. 2023-12 and 2023-13 as agenda items, along with some other material for you to review.


ELMON LEE GARNER

TOWN MANAGER

Cc: Town Clerk, Deputy Clerk, Town Attorney

FORM 6**FULL AND PUBLIC DISCLOSURE****2020**

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

OF FINANCIAL INTERESTS**FOR OFFICE USE ONLY:**

LAST NAME — FIRST NAME — MIDDLE NAME:

MAILING ADDRESS:

CITY :

ZIP :

COUNTY :

NAME OF AGENCY :

NAME OF OFFICE OR POSITION HELD OR SOUGHT :

CHECK IF THIS IS A FILING BY A CANDIDATE ☐**PART A -- NET WORTH**

Please enter the value of your net worth as of December 31, 2020 or a more current date. [Note: Net worth is not calculated by subtracting your *reported* liabilities from your *reported* assets, so please see the instructions on page 3.]

My net worth as of _____, 20____ was \$ _____.

PART B -- ASSETS**HOUSEHOLD GOODS AND PERSONAL EFFECTS:**

Household goods and personal effects may be reported in a lump sum if their aggregate value exceeds \$1,000. This category includes any of the following, if not held for investment purposes: jewelry; collections of stamps, guns, and numismatic items; art objects; household equipment and furnishings; clothing; other household items; and vehicles for personal use, whether owned or leased.

The aggregate value of my household goods and personal effects (described above) is \$ _____

ASSETS INDIVIDUALLY VALUED AT OVER \$1,000:

DESCRIPTION OF ASSET (specific description is required - see instructions p.4)

VALUE OF ASSET

PART C -- LIABILITIES**LIABILITIES IN EXCESS OF \$1,000 (See instructions on page 4):**

NAME AND ADDRESS OF CREDITOR

AMOUNT OF LIABILITY

JOINT AND SEVERAL LIABILITIES NOT REPORTED ABOVE:

NAME AND ADDRESS OF CREDITOR

AMOUNT OF LIABILITY

PART D -- INCOME

Identify each separate source and amount of income which exceeded \$1,000 during the year, including secondary sources of income. Or attach a complete copy of your 2020 federal income tax return, including all W2s, schedules, and attachments. Please redact any social security or account numbers before attaching your returns, as the law requires these documents be posted to the Commission's website.

☐ I elect to file a copy of my 2020 federal income tax return and all W2's, schedules, and attachments.
[If you check this box and attach a copy of your 2020 tax return, you need not complete the remainder of Part D.]

PRIMARY SOURCES OF INCOME (See instructions on page 5):

NAME OF SOURCE OF INCOME EXCEEDING \$1,000	ADDRESS OF SOURCE OF INCOME	AMOUNT

SECONDARY SOURCES OF INCOME [Major customers, clients, etc., of businesses owned by reporting person--see instructions on page 5]:

NAME OF BUSINESS ENTITY	NAME OF MAJOR SOURCES OF BUSINESS' INCOME	ADDRESS OF SOURCE	PRINCIPAL BUSINESS ACTIVITY OF SOURCE

PART E -- INTERESTS IN SPECIFIED BUSINESSES [Instructions on page 6]

	BUSINESS ENTITY # 1	BUSINESS ENTITY # 2	BUSINESS ENTITY # 3
NAME OF BUSINESS ENTITY			
ADDRESS OF BUSINESS ENTITY			
PRINCIPAL BUSINESS ACTIVITY			
POSITION HELD WITH ENTITY			
I OWN MORE THAN A 5% INTEREST IN THE BUSINESS			
NATURE OF MY OWNERSHIP INTEREST			

PART F - TRAINING

This section applies only to officers required to complete annual ethics training pursuant to section 112.3142, F.S. [See instructions p. 6]

☐ I CERTIFY THAT I HAVE COMPLETED THE REQUIRED TRAINING.

OATH

I, the person whose name appears at the beginning of this form, do depose on oath or affirmation and say that the information disclosed on this form and any attachments hereto is true, accurate, and complete.

STATE OF FLORIDA

COUNTY OF _____

Sworn to (or affirmed) and subscribed before me by means of

☐ physical presence or ☐ online notarization, this _____ day of

_____, 20____ by _____

(Signature of Notary Public--State of Florida)

(Print, Type, or Stamp Commissioned Name of Notary Public)

Personally Known _____ OR Produced Identification _____

Type of Identification Produced _____

SIGNATURE OF REPORTING OFFICIAL OR CANDIDATE _____

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 6 in accordance with Art. II, Sec. 8, Florida Constitution, Section 112.3144, Florida Statutes, and the instructions to the form. Upon my reasonable knowledge and belief, the disclosure herein is true and correct.

Signature _____

Date _____

Preparation of this form by a CPA or attorney does not relieve the filer of the responsibility to sign the form under oath.

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

NOTICE

Annual Full and Public Disclosure of Financial Interests is due July 1. If the annual form is not filed or postmarked by September 1 an automatic fine of \$25 for each day late will be imposed, up to a maximum penalty of \$1,500. Failure to file also can result in removal from public office or employment. [s. 112.3144, F.S. - applicable to officials other than judges]

In addition, failure to make any required disclosure constitutes grounds for and may be punished by one or more of the following: disqualification from being on the ballot, impeachment, removal or suspension from office or employment, demotion, reduction in salary, reprimand, or a civil penalty not exceeding \$10,000. [s. 112.317, F.S.]

INSTRUCTIONS FOR COMPLETING AND FILING FORM 6 FULL AND PUBLIC DISCLOSURE OF FINANCIAL INTERESTS

WHAT TO FILE

File only the first sheet (pages 1 and 2). **Originals are required. Photocopies, faxed copies and emailed copies will not be accepted.** A candidate who has filed Form 6 for 2020 with the Commission, prior to qualifying, may file a copy of that Form 6 at the time of qualifying.

WHERE TO FILE

Officeholders: 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: The officer before whom they qualify. **If a Form 6 is filed with a qualifying officer, it need not also be filed with the Commission.**

WHEN TO FILE

Officeholders: No later than July 1, 2021.

Candidates: During the qualifying period.

WHO MUST FILE FORM 6:

All persons holding the following positions: Governor, Lieutenant Governor, Cabinet members, members of the Legislature, State Attorneys, Public Defenders, Clerks of Circuit Courts, Sheriffs, Tax Collectors, Property Appraisers, Supervisors of Elections, County Commissioners, elected Superintendents of Schools, members of District School Boards, Mayor and members of the Jacksonville City Council, Judges of Compensation Claims; the

Duval County Superintendent of Schools, and members of the Florida Housing Finance Corporation Board, each expressway authority, transportation authority (except the Jacksonville Transportation Authority), bridge authority, toll authority, or expressway agency created pursuant to Chapter 348 or 343, F.S., or any other general law, and judges, as required by Canon 6, Code of Judicial Conduct.

INSTRUCTIONS FOR COMPLETING FORM 6:

INTRODUCTORY INFORMATION (At Top of Form):

If your name, mailing address, public agency, and position are already printed on the form, you do not need to provide this information unless it should be changed. To change any of this information, write the correct information on the form, and contact your agency's financial disclosure coordinator. You can find your coordinator on the Commission on Ethics website: www.ethics.state.fl.us.

NAME OF AGENCY: The name of the governmental unit which you serve or served, or for which you are a candidate.

OFFICE OR POSITION HELD OR SOUGHT: The title of the office or position you hold, are seeking, or held as of December 31, 2020, even if you have since left that position. If you are a candidate, check the box below your name and address.

PUBLIC RECORD: The disclosure form and everything attached to it is a public record and is required by law to be posted to the Commission's website. **Your Social Security number and bank account and credit card numbers are not required and you should redact them from any documents you file.** If you are an active or former officer or employee listed in Section 119.071, F.S., whose home address or other information is exempt from disclosure, the Commission will maintain that confidentiality **if you submit a written request.**

PART A — NET WORTH

[Required by Art. II, s. 8(a)(1)(1), Fla. Const.]


Report your net worth as of December 31, 2020, or a more current date, and list that date. This should be the same date used to value your assets and liabilities. In order to determine your net worth, you will need to total the value of all your assets and subtract the amount of all of your liabilities. **Simply subtracting the liabilities reported in Part C from the assets reported in Part B will not result in an accurate net worth figure in most cases.**

To total the value of your assets, add:

- (1) The aggregate value of household goods and personal effects, as reported in Part B of this form;
- (2) The value of all assets worth over \$1,000, as reported in Part B; and,
- (3) The total value of any assets worth less than \$1,000 that were not reported or included in the category of "household goods and personal effects."

To total the amount of your liabilities, add:

- (1) The total amount of each liability you reported in Part C of this form, except for any amounts listed in the "joint and several liabilities not reported above" portion; and,
- (2) The total amount of unreported liabilities (including those under \$1,000, credit card and retail installment accounts, and taxes owed).

(CONTINUED on page 4) 

PART B — ASSETS WORTH MORE THAN \$1,000

[Required by Art. II, s. 8, Fla. Const.; s. 112.3144, F.S.]

HOUSEHOLD GOODS AND PERSONAL EFFECTS:

The value of your household goods and personal effects may be aggregated and reported as a lump sum, if their aggregate value exceeds \$1,000. The types of assets that can be reported in this manner are described on the form.

ASSETS INDIVIDUALLY VALUED AT MORE THAN \$1,000:

Describe, and state the value of, each asset you had on the reporting date you selected for your net worth in Part A, if the asset was worth more than \$1,000 and if you have not already included that asset in the aggregate value of your household goods and personal effects. Assets include, but are not limited to, things like interests in real property; cash; stocks; bonds; certificates of deposit; interests in businesses; beneficial interests in trusts; money owed you (including, but not limited to, loans made as a candidate to your own campaign); bank accounts in which you have an ownership interest; Deferred Retirement Option Program (DROP) accounts; and the Florida Prepaid College Plan. Assets also include investment products held in IRAs, brokerage accounts, and the Florida College Investment Plan. Note that the product contained in a brokerage account, IRA, or the Florida College Investment Plan, is your asset—not the account or plan itself.

You are not required to disclose assets owned solely by your spouse.

How to Identify or Describe the Asset:

— Real property: Identify by providing the street address of the property. If the property has no street address, identify by describing the property's location in a manner sufficient to enable a member of the public to ascertain its location without resorting to any other source of information.

— Intangible property: Identify the type of property and the business entity or person to which or to whom it relates. **Do not list simply "stocks and bonds" or "bank accounts."** For example, list "Stock (Williams Construction Co.)," "Bonds (Southern Water and Gas)," "Bank accounts (First National Bank)," "Smith family trust," "Promissory note and mortgage (owed by John and Jane Doe)."

How to Value Assets:

— Value each asset by its fair market value on the date used in Part A for your net worth.

— Jointly held assets: If you hold real or personal property jointly with another person, your interest equals your legal percentage of ownership in the property. However, assets that are held as tenants by the entirety or jointly with right of survivorship, including bank accounts held in such a manner, must be reported at 100% of their value.

— Partnerships: You are deemed to own an interest in a partnership which corresponds to your interest in the equity of that partnership.

— Trusts: You are deemed to own an interest in a trust which corresponds to your percentage interest in the trust corpus.

— Real property may be valued at its market value for tax purposes, unless a more accurate fair market value is available.

— Marketable securities which are widely traded and whose prices are generally available should be valued based upon the closing price on the valuation date.

— Accounts, notes, and loans receivable: Value at fair market value, which generally is the amount you reasonably expect to collect.

— Closely-held businesses: Use any method of valuation which in your judgment most closely approximates fair market value, such as book value, reproduction value, liquidation value, capitalized earnings value, capitalized cash flow value, or value established by "buy-out" agreements. It is suggested that the method of valuation chosen be indicated on the form.

— Life Insurance: Use cash surrender value less loans against the policy, plus accumulated dividends.

— The asset value of a leased vehicle is the vehicle's present value minus the lease residual (a number found on the lease document).

PART C — LIABILITIES

[Required by Art. II, s. 8, Fla. Const.; s. 112.312, F.S.]

LIABILITIES IN EXCESS OF \$1,000 :

List the name and address of each creditor to whom you owed more than \$1,000 on the date you chose for your net worth in Part A, and list the amount you owed. Liabilities include: accounts, notes, and interest payable; debts or obligations (excluding taxes, unless the taxes have been reduced to a judgment) to governmental entities; judgments against you, and the unpaid portion of vehicle leases.

You are not required to disclose liabilities that are solely your spouse's responsibility.

You do not have to list on the form any of the following: credit card and retail installment accounts, taxes owed (unless the taxes have been reduced to a judgment), indebtedness on a life insurance policy owed to the company of issuance, or contingent liabilities. A "contingent liability" is one that will become an actual liability only when one or more future events occur or fail to occur, such as where you are liable only as a partner (without personal liability) for partnership debts, or where you are liable only as a guarantor, surety, or endorser on a promissory note. If you are a "co-maker" on a note and are jointly liable or jointly and severally liable, then it is not a contingent liability.

How to Determine the Amount of a Liability:


— Generally, the amount of the liability is the face amount of the debt.

— The amount of the liability of a vehicle lease is the sum of any past-due payments and all unpaid prospective lease payments.

— If you are the only person obligated to satisfy a liability, 100% of the liability should be listed.

— If you are jointly and severally liable with another person or entity, which often is the case where more than one person is liable on a promissory note, you should report here only the portion of the liability that corresponds to your percentage of liability. However, if you are jointly and severally liable for a debt relating to property you own with one or more others as tenants by the entirety or jointly, with right of survivorship, report 100% of the total amount owed.

— If you are only jointly (not jointly and severally) liable with another person or entity, your share of the liability should be determined in the same way as you determined your share of jointly held assets.

(CONTINUED on page 5) 

Examples:

- You owe \$10,000 to a bank for student loans, \$5,000 for credit card debts, and \$60,000 with your spouse to a savings and loan for the mortgage on the home you own with your spouse. You must report the name and address of the bank (\$10,000 being the amount of that liability) and the name and address of the savings and loan (\$60,000 being the amount of this liability). The credit card debts need not be reported.
- You and your 50% business partner have a \$100,000 business loan from a bank and you both are jointly and severally liable. Report the name and address of the bank and \$50,000 as the amount of the liability. If your liability for the loan is only as a partner, without personal liability, then the loan would be a contingent liability.

JOINT AND SEVERAL LIABILITIES NOT REPORTED ABOVE:

List in this part of the form the amount of each debt for which you were jointly and severally liable, that is not reported in the "Liabilities in Excess of \$1,000" part of the form. Example: You and your 50% business partner have a \$100,000 business loan from a bank and you both are jointly and severally liable. Report the name and address of the bank and \$50,000 as the amount of the liability, as you reported the other 50% of the debt earlier.

PART D — INCOME

[Required by Art. II, s. 8, Fla. Const.]

As noted on the form, you have the option of either completing Part D of the form or attaching a copy of your complete 2020 federal income tax return, including all schedules, W2's and attachments, with Form 6, or. If you do not attach your tax return, you must complete Part D.

PRIMARY SOURCES OF INCOME:

List the name of each source of income that provided you with more than \$1,000 of income during 2020, the address of that source, and the amount of income received from that source. The income of your spouse need not be disclosed; however, if there is joint income to you and your spouse from property you own jointly (such as interest or dividends from a bank account or stocks), you should include all of that income.

"Income" means the same as "gross income" for federal income tax purposes, even if the income is not actually taxable, such as interest on tax-free bonds. Examples of income include: compensation for services, gross income from business, gains from property dealings, interest, rents, dividends, pensions, IRA distributions, distributive share of partnership gross income, and alimony, but not child support. Where income is derived from a business activity you should report the income to you, as calculated for income tax purposes, rather than the income to the business.

Examples:

- If you owned stock in and were employed by a corporation and received more than \$1,000 of income (salary, commissions, dividends, etc.) from the company, you should list the name of the company, its address, and the total amount of income received from it.
- If you were a partner in a law firm and your distributive share of partnership gross income exceeded \$1,000, you should list the name of the firm, its address, and the amount

of your distributive share.

- If you received dividend or interest income from investments in stocks and bonds, list only each individual company from which you received more than \$1,000. Do not aggregate income from all of these investments.
- If more than \$1,000 of income was gained from the sale of property, then you should list as a source of income the name of the purchaser, the purchaser's address, and the amount of gain from the sale. If the purchaser's identity is unknown, such as where securities listed on an exchange are sold through a brokerage firm, the source of income should be listed simply as "sale of (name of company) stock," for example.
- If more than \$1,000 of your income was in the form of interest from one particular financial institution (aggregating interest from all CD's, accounts, etc., at that institution), list the name of the institution, its address, and the amount of income from that institution.

SECONDARY SOURCES OF INCOME:

This part is intended to require the disclosure of major customers, clients, and other sources of income to businesses in which you own an interest. **It is not for reporting income from second jobs.** That kind of income should be reported as a "Primary Source of Income." You will ***not*** have anything to report ***unless:***

- (1) You owned (either directly or indirectly in the form of an equitable or beneficial interest) during the disclosure period, more than 5% of the total assets or capital stock of a business entity (a corporation, partnership, limited partnership, LLC, proprietorship, joint venture, trust, firm, etc., doing business in Florida); and
- (2) You received more than \$1,000 in gross income from that business entity during the period.

If your ownership and gross income exceeded the two thresholds listed above, then for that business entity you must list every source of income to the business entity which exceeded 10% of the business entity's gross income (computed on the basis of the business entity's most recently completed fiscal year), the source's address, the source's principal business activity, and the name of the business entity in which you owned an interest. You do not have to list the amount of income the business derived from that major source of income.

Examples:

- You are the sole proprietor of a dry cleaning business, from which you received more than \$1,000 in gross income last year. If only one customer, a uniform rental company, provided more than 10% of your dry cleaning business, you must list the name of your business, the name of the uniform rental company, its address, and its principal business activity (uniform rentals).
- You are a 20% partner in a partnership that owns a shopping mall and your gross partnership income exceeded \$1,000. You should list the name of the partnership, the name of each tenant of the mall that provided more than 10% of the partnership's gross income, and the tenant's address and principal business activity.

(CONTINUED on page 6) ➞

PART E – INTERESTS IN SPECIFIED BUSINESSES

[Required by s. 112.3145, F.S.]

The types of businesses covered in this section include: state and federally chartered banks; state and federal savings and loan associations; cemetery companies; insurance companies; mortgage companies; credit unions; small loan companies; alcoholic beverage licensees; pari-mutuel wagering companies; utility companies; entities controlled by the Public Service Commission; and entities granted a franchise to operate by either a city or a county government.

You are required to make this disclosure if you own or owned (either directly or indirectly in the form of an equitable or beneficial interest) at any time during the disclosure period, more than 5% of the total assets or capital stock of one of the types of business entities listed above. You also must complete this part of the form for each of these types of businesses for which you are, or were at any time during 2020, an officer, director, partner, proprietor, or agent (other than a resident agent solely for service of process).

If you have or held such a position or ownership interest in one of these types of businesses, list: the name of the business, its address and principal business activity, and the position held with the business (if any). Also, if you own(ed) more than a 5% interest in the business, as described above, you must indicate that fact and describe the nature of your interest.

PART F – TRAINING CERTIFICATION

[Required by s. 112.3142, F.S.]

If you are a Constitutional or elected municipal officer whose service began before March 31 of the year for which you are filing, you are required to complete four hours of ethics training which addresses Article II, Section 8 of the Florida Constitution, the Code of Ethics for Public Officers and Employees, and the public records and open meetings laws of the state. You are required to certify on this form that you have taken such training.

(End of Instructions.)

OTHER FORMS YOU MAY NEED TO FILE IN ORDER TO COMPLY WITH THE ETHICS LAWS

In addition to filing Form 6, you **may** be required to file one or more of the special purpose forms listed below, depending on your particular position, business activities, or interests. As it is your duty to obtain and file any of the special purpose forms which may be applicable to you, you should carefully read the brief description of each form to determine whether it applies.

Form 6F — *Final Full and Public Disclosure of Financial*

Interests: Required of elected constitutional officers and others who must file financial disclosure using Form 6; to be filed within 60 days after leaving office or employment. This form is used to report financial interests between January 1st of the last year of office or employment and the last day of office or employment. [s. 112.3144, F.S.]

Form 6X — *Amended Full and Public Disclosure of Financial*

Interests: To be used by elected constitutional officers and others who must file financial disclosure using Form 6 or 6F to correct mistakes on previously filed form. [s. 112.3144, F.S.]

Form 2 — *Quarterly Client Disclosure:* Required of elected constitutional officers, local officers, state officers, and specified state employees to disclose the names of clients represented for compensation by themselves, or a partner or associate before agencies at the same level of government as they serve. The form should be filed by the end of the calendar quarter (March 31, June 30, Sept. 30, Dec. 31) following the calendar quarter in which a reportable representation was made. [s. 112.3145, F.S.]

Form 9 — *Quarterly Gift Disclosure:* Required of elected constitutional officers and others who must file financial disclosure using Form 1 or 6 (as well as State procurement employees) to report gifts worth more than \$100. The form should be filed by the end of the calendar quarter (March 31, June 30, September 30, or December 31) following the calendar quarter in which the gift was received. [s. 112.3148, F.S.]

Form 3A — *Statement of Interest in Competitive Bid for Public Business*

Form 4A — *Disclosure of Business Transaction, Relationship, or Interest*

Form 8A — *Memorandum of Voting Conflict for State Officers*

Form 8B — *Memorandum of Voting Conflict for County, Municipal, and Other Local Public Officers*

Form 10 — *Annual Disclosure of Gifts from Governmental Entities and Direct Support Organizations and Honorarium Event Related Expenses*

Copies of these forms are available from the Supervisor of Elections in your county; from the Commission on Ethics, Post Office Drawer 15709, Tallahassee, Florida 32317-5709; physical address: 325 John Knox Road, Building E, Suite 200, Tallahassee, FL 32303; telephone (850) 488-7864; and at the Commission's website: www.ethics.state.fl.us

Questions about any of these forms or the ethics laws may be addressed to the Commission on Ethics, Post Office Drawer 15709, Tallahassee, Florida 32317-5709; physical address: 325 John Knox Road, Building E, Suite 200, Tallahassee, FL 32303; telephone (850) 488-7864.



Sneads Police Department

CONTACT

Chief Tyler Weeks
Phone: (850) 593-6403
Fax: (850) 593-6339

Monthly Report 11/14-12/12

- Traffic Stops-47
- Arrest-13
- Animal Complaints-8
- Traffic Crash-4
- Juvenile-1
- DUI-0
- Assist Other Agency-17

Suspicious Activity at Dollar General Leads to Arrest

On 12/10/23 an Officer with Sneads Police Department was dispatched to the Dollar General in reference to a possible retail theft in progress. Upon the Officer's arrival he was met outside by the manager who was pointing at the suspect vehicle attempting to leave the parking lot. The Officer then initiated his lights and sirens, and the vehicle began to flee West bound on Highway 90. During the pursuit the vehicle turned quickly into the Hatton House parking lot and 2 passengers exited the vehicle. Both Individuals were given verbal commands to stop and get on the ground. While the Officer was placing one individual in custody the other female grabbed a bag full of stolen merchandise and began to flee on foot from the scene. Officers were eventually able to identify the fleeing suspect and found her inside the Hatton House where she was also placed under arrest. During the course of the

investigation Officers discovered that the female who had fled with the bag, ran into an apartment and hid the bag under a bed. Once the bag was found, the stolen items as well as Methamphetamine were located within the bag. Both Individuals were arrested on multiple charges and transported to the Jackson County Correctional Facility. Chief Weeks would like to thank the Deputies with the Jackson County Sheriffs Office for their assistance in this case.

Arrested: Chrystan Davidson W/F 33yoa Wewahitchka FL

Charges: Fleeing and Eluding Law Enforcement, Petit Retail Theft, Resisting Arrest without violence

Arrested: Amanda Shipman W/F 33yoa Wewahitchka, FL

Charges: Possession of a Controlled Substance(Meth), Possession of drug paraphernalia, Petit Retail Theft, Resisting Arrest without Violence

On 12/5/23 at approximately 4:00AM Officers with the Sneads Police Department executed a search warrant on a residence located at 7966 Old Spanish Trail, directly across from the football field. This warrant was issued due to an ongoing investigation into the distribution of illegal narcotics from the residence. Officers, Investigators and myself have spent countless man hours conducting undercover surveillance and other operation tactics to take down this known drug house. Once the warrant was executed we located several items showing probable cause that this was indeed a nuisance drug house in our community. Both occupants of the residence, John Kyle Lawrence and Patty Duncan were arrested on scene for multiple charges including the distribution of narcotics and possession of firearms. I would like to send a special thanks to Special Agent Travis Lawson with the FDLE for his help and commitment to assist our department with this case. I would also like to thank the community for the tips they brought forth and encourage them to continue to reach out to us if you know of anyone involved in illegal activity within our community.