

**Certified Florida Collector
Admissions and Certifications
Committee Meeting**

Agenda and Meeting Materials
December 9, 2021

Notice of Meeting/Workshop Hearing

DEPARTMENT OF REVENUE **Property Tax Oversight Program**

The Department of Revenue announces a public meeting to which all persons are invited.

DATE AND TIME: December 9, 2021, 3:00 pm EDT

PLACE: 2450 Shumard Oak Boulevard, Building 2, Room 1221, Tallahassee, Florida 32399.

The meeting will be conducted using communications media technology, specifically a telephone conference call. Persons interested in attending by phone may do so by calling 1-888-585-9008 and entering the attendee access code 617-774-676. The public point of access to the meeting is 2450 Shumard Oak Blvd., Building 2, Room 1221, Tallahassee, Florida 32399.

GENERAL SUBJECT MATTER TO BE CONSIDERED:

The Department will present applications for the Certified Florida Collector and Certified Florida Collector Assistant designations. Please refer to the Certified Florida Collector Admissions and Certifications Committee meeting agenda and materials on the Department's website at <https://floridarevenue.com/opengovt/Pages/meetings.aspx> before attending the meeting.

A copy of the meeting agenda may be obtained by contacting: Kelly McLane, Property Tax Oversight program, Department of Revenue, PO Box 3294, Tallahassee, FL 32315-3294, 850-941-6024, kelly.mclane@floridarevenue.com. Parties may also submit written materials they intend to offer during the meeting to Kelly McLane.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 48 hours before the workshop/meeting by contacting Kelly McLane at 850-941-6024 or kelly.mclane@floridarevenue.com. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1-800-955-8771 (TDD) or 1-800-955-8770 (voice).

If any person decides to appeal any decision made by the Board with respect to any matter considered at this meeting or hearing, he/she will need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence from which the appeal is to be issued.

For more information, you may contact: Kelly McLane, Property Tax Oversight program, Department of Revenue, PO Box 3294, Tallahassee, FL 32315-3294, 850-941-6024, kelly.mclane@floridarevenue.com.

**CERTIFIED FLORIDA COLLECTOR
ADMISSIONS AND CERTIFICATIONS COMMITTEE**



MEETING

**Florida Department of Revenue – Property Tax Oversight
December 9, 2021 3:00 p.m., EDT***

2450 Shumard Oak Boulevard, Building 2, Room 1221
Tallahassee, Florida 32399
888-585-9008
Phone Conference Room ID 617-774-676

Committee Members:

Rene Lewis, Chair, Deputy Program Director, Property Tax Oversight, Florida Department of Revenue
Rhonda Skipper, C.F.C., President, Florida Tax Collectors Association
Lisa Cullen, C.F.C.
Dennis Hollingsworth, C.F.C.
Sharon Jordan, C.F.C.
Vickie Potts, C.F.C.
Becky Smith, C.F.C.
Celeste Watford, C.F.C.
Eric Zwayer, C.F.C.
Vacant

AGENDA

Welcome: Chair (5 minutes)

Roll call: Secretary (3 minutes)

September 9, 2021 meeting minutes review and approval: Chair/Committee Members (5 minutes)

Presentation of applicants: Chair/Committee Members (30 minutes)
Discussion of applicants' credentials

Public comment on applicants' credentials (3 minutes each)

Vote to recommend the applicant list: Chair/Committee Members (5 minutes)

Adjourn: Chair (2 minutes)

***This is a public meeting.** Anyone wishing to participate should call in to (888)585-9008 and supply the conference room number, 617 774 676. The public point of access to the meeting is 2450 Shumard Oak Blvd., Building 2, Room 1221, Tallahassee, Florida 32399.

Members of the public also may send written comments pertaining to the material being presented via email. **To ask a question or submit a written comment, send an email to PTOTraining@floridarevenue.com. In the subject line of your email, please use "December 9, 2021 Committee Meeting."** We will monitor this mailbox during the meeting and read all comments aloud. The court reporter will enter the comments into the transcript.

STATE OF FLORIDA
DEPARTMENT OF REVENUE

CERTIFIED FLORIDA COLLECTOR
ADMISSIONS AND CERTIFICATIONS COMMITTEE

TELEPHONIC MEETING

September 9, 2021

3:00 p.m - 3:10 p.m.

2450 Shumard Oak Boulevard
Tallahassee, Florida 32399

Reported by:

JEFFREY R. BABCOCK
Court Reporter
For the Record Reporting
1500 Mahan Drive - Suite 140
Tallahassee, Florida 32308

1 APPEARANCES

2 SUE HARLAN, CHAIR

RHONDA SKIPPER

3 LISA CULLEN

DENNIS HOLLINGSWORTH

4 SHARON JORDAN

VICKIE POTTS

5 BECKY SMITH

ERIC ZWAYER

6 RACHEL GOLDSTEIN, ESQUIRE

MELISSA SINGLETARY

7 RENE LEWIS

JENNA HARPER

8 KELLY MCLANE

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P R O C E E D I N G S

THE CHAIR: All right. Good afternoon, everyone. Welcome to the Certified Florida Collector Admissions and Certifications Committee. My name is Sue Harlan, I am the Director of the Property Tax Oversight program and the Chair for today's proceeding.

The Committee, as a public board, is subject to Government in the Sunshine laws, and therefore the Committee's meetings are required to be open to the public and properly noticed. This applies to any gathering of two or more Committee meetings (as spoken) where there is discussion about a matter that could come before the Committee for action.

Rachel Goldstein, who is Department attorney, is here with us today. Also here are staff from the Property Tax Oversight program in the Department of Revenue. Will staff members please introduce themselves by stating their name and titles?

MS. SINGLETARY: Melissa Singletary, Research and Training Specialist.

MS. LEWIS: Rene Lewis, Deputy Director, Property Tax Oversight.

MS. HARPER: Jenna Harper, Compliance Assistance Process Manager.

1 MS. MILLER: Meghan Miller, Intradepartmental
2 Projects Administrator.

3 MS. MCLANE: Kelly McLane, Intradepartmental
4 Projects Administrator.

5 THE CHAIR: If you are part of the public
6 participating by telephone and want to submit a
7 comment pertaining to the material being presented
8 today, please send an email to
9 ptotraining@floridarevenue.com. In the subject line
10 of your email, please use "September 9 Committee
11 Meeting," as the title. We are monitoring that email
12 account during the meeting and will read aloud all
13 comments we receive during the meeting.

14 If you prefer to speak, please state that in
15 your email, and we will unmute the telephone and
16 recognize you for comment.

17 Before calling roll, I'd like to take a
18 moment and welcome our newest Committee members.
19 Honorable Rhonda Skipper has been serving on the
20 Committee, she is now serving her term in conjunction
21 to her term as the FTC President. We are in the
22 process of filling that seat, and have it currently
23 marked, I believe, "to be determined" on the agenda --
24 or "vacant" on the agenda.

25 Now Meghan Miller, the Secretary of the

1 Committee, will you please call the roll?

2 MS. MILLER: Yes. Sue Harlan?

3 THE CHAIR: Here.

4 MS. MILLER: Rhonda Skipper?

5 MS. SKIPPER: Here.

6 MS. MILLER: Lisa Cullen?

7 MS. CULLEN: Here.

8 MS. MILLER: Dennis Hollingsworth?

9 MR. HOLLINGSWORTH: Here.

10 MS. MILLER: Sharon Jordan?

11 MS. JORDAN: Here.

12 MS. MILLER: Vickie Potts?

13 MS. POTTS: Here.

14 MS. MILLER: Becky Smith? Celeste Watford?

15 Eric Zwayer?

16 MR. ZWAYER: Here.

17 THE CHAIR: According to Rule 12-9.002(3)

18 Florida Administrative Code, five members of the
19 Admissions and Certifications Committee constitute a
20 quorum. Meghan, do we have a quorum?

21 MS. MILLER: Yes.

22 MS. SMITH: Excuse me, this is Becky Smith, I
23 don't think y'all heard me.

24 THE CHAIR: Thank you, Becky.

25 MS. SMITH: I'm sorry I interrupted, but I

1 don't think y'all heard me when I said I'm here.

2 Thank you.

3 THE CHAIR: Thank you. Our first order of
4 business today is the approval of the June 23rd, 2021
5 Certified Florida Collector Admissions and
6 Certification Committee meeting minutes. Do I have a
7 motion to approve the June 23rd, 2021 Committee
8 meeting minutes? Please state your name if you make a
9 motion.

10 MS. CULLEN: Lisa Cullen, move to approve.

11 THE CHAIR: Thank you, Lisa. Do I have a
12 second?

13 MS. JORDAN: Sharon Jordan, second.

14 THE CHAIR: Thank you. All in favor indicate
15 by saying aye.

16 (Chorus of ayes.)

17 THE CHAIR: All opposed, indicate by saying
18 nay.

19 Our next item of business is the presentation
20 and recommendation of applicants. The program posted
21 the listed applicants, along with the completed
22 applications, on the Department's website and sent the
23 meeting materials link to each of you.

24 Each applicant has a check list at the front
25 to assist you in your review of the applicant. These

1 check lists are the certification criteria as required
2 by Rule Chapter 12-9, Florida Administrative Code.

3 Meghan, will you please list the requirements of the
4 Certified Florida Collector and Certified Florida
5 Collector Assistant designations?

6 MS. MILLER: Yes. The qualifications for the
7 Certified Florida Collector and Certified Florida
8 Collector Assistant include at least two years of
9 experience with the Florida Tax Collector's or
10 Property Appraiser's Office, or the Florida Department
11 of Revenue; at least 120 hours of approved education;
12 and current employment with a Florida Tax Collector's
13 or Property Appraiser's office, or the Florida
14 Department of Revenue. The Certified Florida
15 Collector designation is reserved for the county
16 officials.

17 THE CHAIR: Thank you, Meghan. Now I need
18 for each Committee member to individually answer the
19 following question on the record. After I read the
20 question, Meghan will call the name of each member.
21 Please state your answer a yes or no. The question is
22 are you aware of any facts, situations, or reasons
23 which you feel may disqualify or otherwise make it
24 improper for you to hear and deliberate on any of the
25 applicants scheduled to be reviewed today?

1 MS. MILLER: Sue Harlan?

2 THE CHAIR: No.

3 MS. MILLER: Rhonda Skipper?

4 MS. SKIPPER: This is Rhonda. Rhonda
5 Skipper's here.

6 MS. MILLER: Rhonda, did you hear the
7 question?

8 MS. SKIPPER: I'm sorry, I didn't, I
9 apologize. I was trying to get set up.

10 THE CHAIR: Okay, here's the question: Are
11 you aware of any facts, situations, or reasons which
12 you feel may disqualify or otherwise make it improper
13 for you to hear and deliberate on any of the
14 applicants scheduled to be reviewed today?

15 MS. SKIPPER: No, ma'am. Other than being
16 President of the Florida Tax Collector's Association,
17 I will disclose that, I know of nothing else.

18 THE CHAIR: Okay.

19 MS. MILLER: Lisa Cullen?

20 MS. CULLEN: No, I have -- I can do my job
21 here.

22 MS. MILLER: Dennis Hollingsworth?

23 MR. HOLLINGSWORTH: No.

24 MS. MILLER: Sharon Jordan?

25 MS. JORDAN: No.

1 MS. MILLER: Vickie Potts?

2 MS. POTTS: No.

3 MS. MILLER: Becky Smith?

4 MS. SMITH: No, ma'am.

5 MS. MILLER: Celeste Watford? And Eric
6 Zwayer?

7 MR. ZWAYER: No, ma'am.

8 THE CHAIR: Do any Committee members have
9 anything they wish to discuss about the applicant's
10 credentials?

11 Thank you.

12 Does the public have comment on any of the
13 applicants? If you're attending by telephone, please
14 send us an email so we can recognize you. Again, that
15 email is ptotraining@floridarevenue.com.

16 Kelly, have we received any email comments?

17 MS. MCLANE: No, ma'am.

18 THE CHAIR: Hearing no additional comments
19 for discussion of the credentials, the Committee will
20 now vote on consideration of the applicant list. Do I
21 have a motion for recommendation of the applicants?
22 Please state your name when making your motion.

23 MR. ZWAYER: Eric Zwayer, so moved.

24 MS. JORDAN: Sharon Jordan.

25 THE CHAIR: Okay, thank you very much. Okay,

1 all in favor indicate by saying aye.

2 (Chorus of ayes.)

3 THE CHAIR: All opposed, indicate by saying
4 nay.

5 Let the record reflect that the Committee has
6 recommended all applicants for certification.
7 Congratulations to the new Certified Florida
8 Collectors, and Certified Florida Collector
9 Assistants. The professional designees will receive
10 documentation of their certification from the
11 Department.

12 Jenna, you had some comments?

13 MS. HARPER: Yes, ma'am. Before the
14 meeting -- this meeting is adjourned, I'd like to go
15 on the record and make the comment that at the
16 previous meeting that we held at 2:00 p.m. for the
17 Certified Florida Appraiser Admissions and
18 Certifications Committee, that there was no public
19 comment. The building was open to the public; the
20 meeting was noticed in the Florida Administrative
21 Register; and the email address for public comment was
22 provided, and we also received no public comments at
23 that meeting. Thank you.

24 THE CHAIR: Thank you. That concludes
25 today's agenda for the Certified Florida Collector

1 Admissions and Certifications Committee meeting.

2 Again, thank you all very much for your leadership.

3 We are adjourned.

4 (The proceedings were adjourned at 3:10 p.m)

1 CERTIFICATE OF REPORTER

2
3
4
5 I, JEFFREY R. BABCOCK, do hereby certify that I
6 was authorized to and did report the foregoing
7 proceedings, and that the transcript, pages 1 through 11,
8 is a true and correct record of my stenographic notes.
9

10 Dated this 2nd day of October, 2021 at
11 Tallahassee, Leon County, Florida.
12

13 
14 JEFFREY BABCOCK

15 Court Reporter
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AAMVA CDL

Curriculum • FLHSMV • 5 hours, 30 minutes

[Request](#)[Open Curriculum Player](#)

This training curricula contains the AAMVA CDL training modules.

Available Languages

English (US)

Version

2.0

Subjects

Driver License

Curriculum



AAMVA CDL 2015: Orientation

This purpose of this course serves as an introduction to the Commercial Knowledge Examiner Training Program provided by AAMVA. Upon completion of this training program, CDL Knowledge Examiners will be provided with a fundamental understanding of the objectives of the CDL testing program, and gain al... [read more](#)



AAMVA CDL 2015: Module 1 - Introduction to CDL Licensing

The purpose of this course is to acquaint you with the basic understanding of the history and rationale of the Commercial Motor Vehicle Safety Act of 1986 and the Motor Carrier Safety Improvement Act of 1999. This will include a description of the drivers covered by the CDL program, CDL vehicle cla... [read more](#)



AAMVA CDL 2015: Module 2 - Overview of the CDL Tests

The purpose of this course is to describe how CDL tests directly reflect the CDL classifications and endorsements. The need for a representative vehicle will also be explained and you will understand the need for CDL test validity and reliability.



AAMVA CDL 2015: Module 3 - CDL Knowledge Tests

The purpose of this course is to provide a basic understanding of the jurisdiction's knowledge test system and how it is implemented.



AAMVA CDL 2015: Module 4 - CKE End-of-Course Exam

The purpose of this course is to provide you with a clear understanding of the training and examination requirements defined in Federal regulations; and to demonstrate that you have a firm understanding of the knowledge, skills and attitudes necessary to become a commercial knowledge examiner by successfully completing an end of course exam.



AAMVA CDL 2015: Module 5 - CKE Course Completion

The purpose of this course is to discuss examiner responsibilities, procedures for documentation and reporting, jurisdictional policies and procedures and to review the driver license examiner code of ethics.



AAMVA FDR 2017 for Tax Collector Agents

Curriculum • FLHSMV • 3 hours

[Open Curriculum Player](#)

This course curricula contains 4 AAMVA FDR 2017 courses required for your certification. The courses include: AAMVA FDR 2017 - Cou
2017 - Driver License and ID Cards AAMVA FDR 2017 - Internal Fraud for Staff AAMVA FDR 2017 - Vehicle Documents

Available Languages

English (US)

Version

1.0

Subjects

Driver License

Curriculum



AAMVA FDR 2017 - Counterfeits & Alterations

This course will examine the different methods for creating fraudulent documents and how to identify common techniques used in these documents.



AAMVA FDR 2017 - Driver Licenses and ID Cards

In this course, you will examine security features and unique identifiers present on driver licenses (DL) and identification cards (ID). Since alteration and counterfeit, DL/IDs vary by both jurisdiction and version, you will likely encounter many different varieties.



AAMVA FDR 2017 - Internal Fraud for Staff

This course will expand upon the concept of internal fraud, its effects and consequences, relay case studies and provide information on environmental awareness. The course also features an ICE Internal fraud video.



AAMVA FDR 2017 - Vehicle Identification Documents

Vehicle documents vary by both issuing entity and version; you will likely encounter many different varieties. This course will provide information on the types of documents found in these types of documents so that you can apply the evaluation techniques universally.

From: Meghan Miller [mailto:Meghan.Miller@floridarevenue.com]

Sent: Thursday, February 13, 2020 1:47 PM

To: brenda bridges <brenda.bridges@putnam-fl.com>; robert cooper <robert.cooper@putnam-fl.com>

Cc: robert cooper <robert.cooper@putnam-fl.com>

Subject: [EXTERNAL] RE: [EXTERNAL] CFCA Application



DECEMBER 9, 2021
CERTIFIED FLORIDA COLLECTOR ADMISSIONS AND CERTIFICATIONS COMMITTEE
DESIGNATION APPLICANT CONSIDERATIONS

CERTIFIED FLORIDA COLLECTOR

MICHAEL MCELROY

CERTIFIED FLORIDA COLLECTOR ASSISTANT

FELICIA CALKIN
LAREN CHOATE
OLGA CONTRERAS
CYNTHIA DOORLAG

LEXUS MCDONALD
LORI-ANN MCINERNEY
LILLEY OTHOUSE
DEBBY THORNTON

ALISSON VALNETI
JADEN WENNBERG

Chapter 12-9, F.A.C.



Name to appear on certificate:

Michael E. McElroy

Previous Name(s)(if applicable) ☐ documentation included

County: Gilchrist

Job Title: Tax Collector

Certification Requested: Certified Florida Collector

☒ Initial☐ Reinstatement

Application

- ☑ Application with required signatures
- ☑ Application fee
- ☑ Courses listed on application
- ☑ Employment dates listed
 - ☑ Include current employment
 - ☑ Two years of experience with an applicable office

From: 8/1/19 to Present

From: _____ to _____

Course Information		
Course Name	Hours Credited	Certificate Included
Required Course 1		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
Required Course 2 (if applicable)		
Additional Courses		
TCC 502 – Management of a Florida Tax Collector's Office	30.00	YES
DHSMV – DL Training Phase I	40.00	YES
DHSMV – DL Training Phase II	40.00	YES
TOTAL HOURS	140.00	

Committee recommends certification. ☐ Yes ☐ No

NOTES:



Application for Certified Florida Collector or Certified Florida Collector Assistant

DR-410
R. 03/08
Rule 12D-16.002
Florida Administrative Code
Eff. 11/12
TC

Property Tax Oversight Program Florida Department of Revenue

Applications must have the signature of the Program Director,
Tax Collector (or designee) below.

Michael M. Elroy
Signature
Tax Collector
Title

Property Tax Oversight
Training Section
Post Office Box 3294
Tallahassee FL 32315-3294

\$25 fee must be enclosed for application to be processed
(Make checks payable to Florida Department of Revenue)

PRINT YOUR FULL NAME AS YOU WOULD LIKE IT TO APPEAR ON THE CERTIFICATE

Name McElroy Michael E
(Last) (First) (Middle)
E-mail Address MMcElroy@gilchrist.fl.us
Business Phone Number 352-463-3178
Employed By Gilchrist County Tax Collector
Job Title Tax Collector
Name of High School Chiefland High School Graduated? ☒ Yes ☐ No
Name of College St. Leo University Graduated? ☒ Yes ☐ No
Professional Organizations (in the collection field) _____

List below all tax collection courses and enclose a copy of the certificate of completion

Management of a FL TC Office, Duties & Responsibilities of
FL TC, DL Transformed Phase I & II

Professional Designations _____

Please list below your experience with The Florida Department of Revenue and/or Florida County Tax Collector Office

Name of Employer Gilchrist County Tax Collector's Office
Your Title Tax Collector From 8/1/2019 To Present
Name of Employer _____
Your Title _____ From _____ To _____

I hereby certify the statements and documents contained herein are correct, and if qualified for the Certified Florida Collector/ Certified Florida Collector Assistant designation, I agree to subscribe to, and practice, the Certified Florida Collector/Certified Florida Collector Assistant code of ethics. I understand that the professional designation for which this application is made may not be used upon leaving employment with a Florida county property appraiser's office, tax collector's office, or the Florida Department of Revenue.

Signed: Michael M. Elroy Date: 8-30-21

*The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team*



Certifies that

The Honorable Michael McElroy

has successfully completed

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 16-20, 2019



The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team

Certifies that

The Honorable Michael McElroy

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

January 27-31, 2020

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

Certificate of Completion

Presented to

Michael McElroy

On behalf of the Department of Highway Safety and Motor Vehicles,
Division of Motorist Services, through the Learning and Development Office

For the successful completion of 40 hours of

DL Transformed Phase I

On this 17th day of January 2020

Colleen O'Leary, Instructor
Education & Training Specialist

LEARNING AND DEVELOPMENT

DRIVER LICENSES & MOTOR VEHICLES & FIELD SUPPORT CENTER

MOTORIST SERVICES

VOICES COMMUNITY TRAINING CENTER

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

Certificate of Completion

Presented to

Michael McElroy

On behalf of the Department of Highway Safety and Motor Vehicles,
Division of Motorist Services, through the Learning and Development Office

For the successful completion of 40 hours of

DL Transformed Phase II

On this 7th day of February 2020

Colleen O'Sullivan, Instructor
Education & Training Specialist

LEARNING
DEVELOPMENT

MOTORIST SERVICES

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

Chapter 12-9, F.A.C.





Application for Certified Florida Collector or Certified Florida Collector Assistant

DR-410
R. 03/08
Rule 12D-16.002
Florida Administrative Code
Eff. 11/12
TC

Property Tax Oversight Program Florida Department of Revenue

Applications must have the signature of the Program Director,
Tax Collector (or designee) below.

Michael M. Choz
Signature
Tax Collector
Title

Property Tax Oversight
Training Section
Post Office Box 3294
Tallahassee FL 32315-3294

\$25 fee must be enclosed for application to be processed
(Make checks payable to Florida Department of Revenue)

PRINT YOUR FULL NAME AS YOU WOULD LIKE IT TO APPEAR ON THE CERTIFICATE

Name Calkin Felicia Mae
(Last) (First) (Middle)

E-mail Address fcalkin@gilchrist.fl.us

Business Phone Number 352.463.3178

Employed By Gilchrist County Tax Collector

Job Title Tax Supervisor

Name of High School Trenton High School Graduated? ☒ Yes ☐ No

Name of College _____ Graduated? ☐ Yes ☐ No

Professional Organizations (in the collection field) _____

List below all tax collection courses and **enclose a copy of the certificate of completion** Duties and Responsibilities
of Florida Tax Collectors, DL Transformed Phase I, DL Transformed Phase II,
TCC 503.01 Tax Deeds, TCC 503.02 Collection + Enforcement of TPP, TCC 503.04
Collection of Del. PPT + cert.

Professional Designations _____

Please list below your experience with The Florida Department of Revenue and/or Florida County Tax Collector Office

Name of Employer Gilchrist County Tax Collector

Your Title Tax Supervisor From 6/18/18 To Present

Name of Employer _____

Your Title _____ From _____ To _____

I hereby certify the statements and documents contained herein are correct, and if qualified for the Certified Florida Collector/ Certified Florida Collector Assistant designation, I agree to subscribe to, and practice, the Certified Florida Collector/Certified Florida Collector Assistant code of ethics. I understand that the professional designation for which this application is made may not be used upon leaving employment with a Florida county property appraiser's office, tax collector's office, or the Florida Department of Revenue.

Signed: Felicia Date: 8/30/21

The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Felicia Calkin

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

February 22-26, 2021

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

Certificate of Completion

Presented to

Felicia Calkin

On behalf of the Department of Highway Safety and Motor Vehicles,
Division of Motorist Services, through the Learning and Development Office

For the successful completion of 40 hours of

DL Transformed Phase I

On this 14th day of February 2020

DRIVER LICENSES • MOTOR VEHICLES • FLEET SUPPORT CENTER

MOTORIST SERVICES

"VOICE CHOICE TOGETHER"

Calleen Ochinejo, Instructor
Education & Training Specialist

LEARNING &
DEVELOPMENT

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

Certificate of Completion

Presented to

Felicia Calkin

On behalf of the Department of Highway Safety and Motor Vehicles,
Division of Motorist Services, through the Learning and Development Office

For the successful completion of 40 hours of

DL Transformed Phase II

On this 6th day of March 2020



Colleen Ochenero, Instructor
Education & Training Specialist

LEARNING &
DEVELOPMENT

MOTORIST SERVICES

DRIVER LICENSES • MOTOR VEHICLES • TRAILER SUPPORT CENTER

VOICES COMING TOGETHER

Felicia Calkin

From: LMSadmin@dor.state.fl.us
Sent: Friday, April 16, 2021 2:44 PM
To: Felicia Calkin
Subject: TAX DEEDS Certificate

Congratulations,

FELICIA CALKIN,

on completing

TCC 503.07 - TAX DEEDS

course on

Friday, April 16, 2021

2.00 credit hours



NOTIFICATION TO RECIPIENTS: The subject line of this email may indicate that this email has been sent unsecure. This is a default setting which in no way indicates that this communication is unsafe, but rather that the email has been sent unencrypted in clear text form. Revenue does provide secure email exchange. Please contact us if you need to exchange confidential information electronically.

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Internet email is not secure and may be viewed by someone other than the person you send it to. Please do not include your social security number, federal employer identification number, or other sensitive information in an email to us.

Pam Pate

From: Felicia Calkin
Sent: Friday, April 16, 2021 11:35 AM
To: Pam Pate
Subject: FW: COLLECTION & ENFORCEMENT OF TANGIBLE PERSONAL PROPERTY Certificate



From: LMSadmin@dor.state.fl.us <LMSadmin@dor.state.fl.us>
Sent: Friday, April 16, 2021 11:29 AM
To: Felicia Calkin <fcalkin@gilchrist.fl.us>
Subject: COLLECTION & ENFORCEMENT OF TANGIBLE PERSONAL PROPERTY Certificate

Congratulations,

FELICIA CALKIN,

on completing

**TCC 503.02 - COLLECTION & ENFORCEMENT OF TANGIBLE
PERSONAL PROPERTY**

course on

Friday, April 16, 2021

4.00 credit hours



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-
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Pam Pate

From: Felicia Calkin
Sent: Friday, April 16, 2021 2:15 PM
To: Pam Pate
Subject: FW: COLLECTION OF DELINQUENT PROPERTY TAXES AND TAX CERTIFICATES Certificate

From: LMSadmin@dor.state.fl.us <LMSadmin@dor.state.fl.us>
Sent: Friday, April 16, 2021 2:13 PM
To: Felicia Calkin <fcalkin@gilchrist.fl.us>
Subject: COLLECTION OF DELINQUENT PROPERTY TAXES AND TAX CERTIFICATES Certificate

Congratulations,

FELICIA CALKIN,

on completing

**TCC 503.04 - COLLECTION OF DELINQUENT PROPERTY TAXES
AND TAX CERTIFICATES**

course on

Friday, April 16, 2021

4.00 credit hours



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Chapter 12-9, F.A.C.



Name to appear on certificate:

Laren Powers Choate

Previous Name(s)(if applicable) ☐ documentation included

County: Gilchrist

Job Title: Motorist Services Supervisor

Certification Requested: Certified Florida Collector Assistant ☒ Initial ☐ Reinstatement

Application

- ☑ Application with required signatures
- ☑ Application fee
- ☑ Courses listed on application
- ☑ Employment dates listed
 - ☑ Include current employment
 - ☑ Two years of experience with an applicable office

From: 4/4/16 to Present

From: _____ to _____

Course Information		
Course Name	Hours Credited	Certificate Included
Required Course 1		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
Required Course 2 (if applicable)		
Additional Courses		
TCC 002 – Effective Decision Making	10.00	YES
DHSMV – DL Training Phase I	40.00	YES
DHSMV – DL Training Phase II	40.00	YES
TOTAL HOURS	120.00	

Committee recommends certification. ☐ Yes ☐ No

NOTES:



Application for Certified Florida Collector or Certified Florida Collector Assistant

DR-410
R. 03/08
Rule 12D-16.002
Florida Administrative Code
Eff. 11/12
TC

Property Tax Oversight Program Florida Department of Revenue

Applications must have the signature of the Program Director,
Tax Collector (or designee) below.

Michael M. Choate
Signature
Tax Collector
Title

Property Tax Oversight
Training Section
Post Office Box 3294
Tallahassee FL 32315-3294

\$25 fee must be enclosed for application to be processed
(Make checks payable to Florida Department of Revenue)

PRINT YOUR FULL NAME AS YOU WOULD LIKE IT TO APPEAR ON THE CERTIFICATE

Name Choate Laren Powers
(Last) (First) (Middle)

E-mail Address lchoate@gilchrist.fl.us

Business Phone Number 352-463-3178

Employed By Gilchrist County Tax Collector

Job Title Motorist Services Supervisor

Name of High School Bell High School Graduated? ☒ Yes ☐ No

Name of College N/A Graduated? ☐ Yes ☐ No

Professional Organizations (in the collection field) _____

List below all tax collection courses and enclose a copy of the certificate of completion DL Transformed Phase I,
DL Transformed Phase II, Duties and Responsibilities of Florida
Tax Collectors, TCC 002 - Effective Decision Making

Professional Designations _____

Please list below your experience with The Florida Department of Revenue and/or Florida County Tax Collector Office

Name of Employer Gilchrist County Tax Collector

Your Title Motorist Services Supervisor From 4/4/16 To Present

Name of Employer _____

Your Title _____ From _____ To _____

I hereby certify the statements and documents contained herein are correct, and if qualified for the Certified Florida Collector/ Certified Florida Collector Assistant designation, I agree to subscribe to, and practice, the Certified Florida Collector/Certified Florida Collector Assistant code of ethics. I understand that the professional designation for which this application is made may not be used upon leaving employment with a Florida county property appraiser's office, tax collector's office, or the Florida Department of Revenue.

Signed: Jane Choate Date: 8/30/2021

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

Certificate of Completion

Presented to

LaRen Choate

*On behalf of the Department of Highway Safety and Motor Vehicles,
Division of Motorist Services, through the Learning and Development Office*

For the successful completion of 40 hours of

DL Transformed Phase I

On this 17th day of January 2020



Colleen Odhinero, Instructor
Education & Training Specialist

LEARNING &
DEVELOPMENT

DRIVER LICENSES • MOTOR VEHICLES • FIELD SUPPORT CENTER

MOTORIST SERVICES

VOICES JOINING TOGETHER

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

Certificate of Completion

Presented to

LaRen Choate

*On behalf of the Department of Highway Safety and Motor Vehicles,
Division of Motorist Services, through the Learning and Development Office*

For the successful completion of 40 hours of

DL Transformed Phase II

On this 7th day of February 2020



Colleen Ochino, Instructor
Education & Training Specialist

LEARNING &
DEVELOPMENT

DRIVER LICENSES • MOTOR VEHICLES • FIELD SUPPORT CENTER

MOTORIST SERVICES

VOICES GOING YOUR WAY

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Laren Choate

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

February 22-26, 2021

Pam Pate

From: Laren Choate
Sent: Wednesday, May 19, 2021 3:54 PM
To: Pam Pate
Subject: FW: EFFECTIVE DECISION MAKING Certificate

Just finished my last 10 hours 😊 Yay! Please let me know if you need anything else from me.

Thank you,

Laren Choate

Motorist Services Supervisor
Representing Michael McElroy
Gilchrist County Tax Collector
PO Box 194/220 S. Main St
Trenton, FL 32693
Phone: 352.463.3178
Fax: 352.463.3177

If you were satisfied with my service today, please take a moment to fill out the below short survey.
<https://www.surveymonkey.com/r/G72WT6W>

From: LMSadmin@dor.state.fl.us <LMSadmin@dor.state.fl.us>
Sent: Wednesday, May 19, 2021 3:51 PM
To: Laren Choate <lchoate@gilchrist.fl.us>
Subject: EFFECTIVE DECISION MAKING Certificate

Congratulations,

LAREN CHOATE,

on completing

TCC 002 - EFFECTIVE DECISION MAKING

course on

Wednesday, May 19, 2021

10.00 credit hours



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CERTIFICATION APPLICATION CHECKLIST

Chapter 12-9, F.A.C.



Name to appear on certificate:

Olga L. Contreras

Previous Name(s)(if applicable) ☐ documentation included

County: Hillsborough

Job Title: Supervisor

Certification Requested: Certified Florida Collector Assistant

☒ Initial

☐ Reinstatement

Application

☒ Application with required signatures

☒ Application fee

☒ Courses listed on application

☒ Employment dates listed

☒ Include current employment

☒ Two years of experience with an applicable office

From: 9/4/11 to Present

From: 3/22/04 to 9/3/11

Course Information		
Course Name	Hours Credited	Certificate Included
Required Course 1		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
Required Course 2 (if applicable)		
Additional Courses		
TCC 502 – Management of a Florida Tax Collector's Office	30.00	YES
TCC 504 – Collection of Licenses, Taxes and Fees	30.00	YES
TCC 503.01 – Current Ad Valorem Taxes	4.00	YES
TCC 503.02 – Tangible Personal Property	4.00	YES
TCC 503.03 – Non-Ad Valorem Assessments	4.00	YES
TCC 503.04 – Delinquent Taxes	4.00	YES
TCC 503.05 - Refunds	4.00	YES
TCC 503.06 – Annual Tax Rolls	4.00	YES
TCC 503.07 – Tax Deeds	2.00	YES
TCC 503.08 – Mapping Basics	2.00	YES
TCC 503.09 - Distribution of Property Taxes	2.00	YES
DHSMV - Vehicle Document Examiner Certification	0.00	YES
TOTAL HOURS	120.00	

Committee recommends certification. ☐ Yes ☐ No

NOTES:

DHSMV course is not approved for qualifying education.

RECEIVED

OCT 22 2021



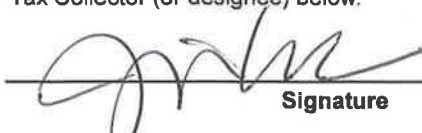
FLORIDA

Application for Certified Florida Collector or Certified Florida Collector Assistant

DR-410
R. 03/08
Florida Dept of Revenue Rule 12D-16.002
Tax Oversight Florida Administrative Code
Eff. 11/12
TC

Property Tax Oversight Program Florida Department of Revenue

Applications must have the signature of the Program Director,
Tax Collector (or designee) below.



Signature
Hillsborough County Tax Collector

Title

Property Tax Oversight
Training Section
Post Office Box 3294
Tallahassee FL 32315-3294

\$25 fee must be enclosed for application to be processed
(Make checks payable to Florida Department of Revenue)

PRINT YOUR FULL NAME AS YOU WOULD LIKE IT TO APPEAR ON THE CERTIFICATE

Name Contreras Olga L

(Last) (First) (Middle)
E-mail Address contreras@hillstax.org

Business Phone Number 813-635-5210 ext. 5735

Employed By Hillsborough County Tax Collector

Job Title Supervisor

Name of High School Eastwood High School, El Paso, TX Graduated? ☒ Yes ☐ No

Name of College _____ Graduated? ☐ Yes ☒ No

Professional Organizations (in the collection field) _____

List below all tax collection courses and **enclose a copy of the certificate of completion** TCC501, TCC 502, TCC503

TCC504, Vehicle Document Examiner Certification

Professional Designations _____

Please list below your experience with The Florida Department of Revenue and/or Florida County Tax Collector Office


Name of Employer Hillsborough County Tax Collector

Your Title Supervisor From 09/04/2011 To Present

Name of Employer Hillsborough County Tax Collector

Your Title Sr. Customer Service Rep From 03/22/2004 To 09/03/2011

I hereby certify the statements and documents contained herein are correct, and if qualified for the Certified Florida Collector/ Certified Florida Collector Assistant designation, I agree to subscribe to, and practice, the Certified Florida Collector/Certified Florida Collector Assistant code of ethics. I understand that the professional designation for which this application is made may not be used upon leaving employment with a Florida county property appraiser's office, tax collector's office, or the Florida Department of Revenue.

Signed:  Date: 10/08/21

The Florida Department of Revenue
Property Tax Oversight, Certification & Training Team

Certifies that

Olga Contreras

has successfully completed

DUTIES & RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

June 5-9, 2017

Meghan Miller
Meghan Miller, Training Director
Property Tax Oversight

Danica Arias
Danica Arias, Research & Training Specialist
Property Tax Oversight



State of Florida
Department of Highway Safety
And Motor Vehicles
LEARNING AND DEVELOPMENT OFFICE

This is to certify that

Olga Contreras

has successfully completed the 15 hour

Vehicle Document Examiner Certification

*This course was conducted by the Learning and Development Office,
Department of Highway Safety and Motor Vehicles*

Caroline B. Nixon
Instructor

September 9-10, 2008
Date

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Olga Contreras

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES

TCC 504, 30 Hours

June 7-10, 2021

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certificate of Completion

Olga Contreras

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 13-16, 2021

Page 1 of 1

<u>Status</u>	<u>Start Date</u>	<u>Status Date</u>	<u>Course Code</u>	<u>Name</u>	<u>Grade</u>	<u>Contact Hours</u>
Finished - Mastered	08/01/2017	02/07/2018	TCC 503.03	COLLECTION OF NON-AD VALOREM ASSESSMENTS	4.00	
Finished - Mastered	08/01/2017	02/07/2018	TCC 503.07	TAX DEEDS	2.00	
Finished - Mastered	08/01/2017	02/07/2018	TCC 503.09	DISTRIBUTION OF PROPERTY TAXES	2.00	
Finished - Mastered	08/01/2017	02/07/2018	TCC 503.02	COLLECTION & ENFORCEMENT OF TANGIBLE PERSONAL PROPERTY	4.00	
Finished - Mastered	08/01/2017	02/07/2018	TCC 503.08	BASIC MAPPING	2.00	
Finished - Mastered	08/01/2017	02/07/2018	TCC 503.04	COLLECTION OF DELINQUENT PROPERTY TAXES AND TAX CERTIFICATES	4.00	
Finished - Mastered	08/01/2017	02/07/2018	TCC 503.05	REFUND OF AD VALOREM PROPERTY TAXES	4.00	
Finished - Mastered	08/01/2017	02/07/2018	TCC 503.06	ANNUAL TAX ROLLS	4.00	
Finished - Mastered	07/01/2017	02/07/2018	TCC 503.01	COLLECTION OF CURRENT AD VALOREM TAXES	4.00	
Finished - Mastered	06/05/2017	06/15/2017	TCC 501	DUTIES & RESPONSIBILITIES OF FLORIDA TAX COLLECTORS	30.00	

Congratulations

OLGA CONTRERA

on completing the
TCC 503 Current Ad Valorem Taxes

course on

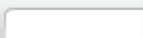
8/14/2017

4 credit hours



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[< PREV](#)

Congratulations,

OLGA CONTRERAS,

on completing

TCC 503.03 - COLLECTION OF NON-AD VALOREM ASSESSMENTS

course on

Monday, August 21, 2017

4.00 credit hours



Congratulations,

OLGA CONTRERAS,

on completing

**TCC 503.02 - COLLECTION & ENFORCEMENT OF TANGIBLE
PERSONAL PROPERTY**

course on

Monday, August 14, 2017

4.00 credit hours



Congratulations,

OLGA CONTRERAS,

on completing

**TCC 503.04 - COLLECTION OF DELINQUENT PROPERTY TAXES
AND TAX CERTIFICATES**

course on

Monday, August 28, 2017

4.00 credit hours



Congratulations,

OLGA CONTRERAS,

on completing

TCC 503.05 - REFUND OF AD VALOREM PROPERTY TAXES

course on

Monday, August 28, 2017

4.00 credit hours



Congratulations,

OLGA CONTRERAS,

on completing

TCC 503.06 - ANNUAL TAX ROLLS

course on

Tuesday, August 29, 2017

4.00 credit hours



Congratulations,

OLGA CONTRERAS,

on completing

TCC 503.07 - TAX DEEDS

course on

Tuesday, August 29, 2017

2.00 credit hours



Congratulations,

OLGA CONTRERAS,

on completing

TCC 503.08 - BASIC MAPPING

course on

Tuesday, August 29, 2017

2.00 credit hours



Congratulations,

OLGA CONTRERAS,

on completing

TCC 503.09 - DISTRIBUTION OF PROPERTY TAXES

course on

Tuesday, August 29, 2017

2.00 credit hours



CERTIFICATION APPLICATION CHECKLIST

Chapter 12-9, F.A.C.



Name to appear on certificate:

Cynthia Doorlag

Previous Name(s)(if applicable) ☐ documentation included

County: Pasco

Job Title: Tax Collector

Certification Requested: Certified Florida Collector

☒ Initial

☐ Reinstatement

Application

☒ Application with required signatures

☒ Application fee

☒ Courses listed on application

☒ Employment dates listed

☒ Include current employment

☒ Two years of experience with an applicable office

From: 3/14/11 to Present

From: to

Course Information		
Course Name	Hours Credited	Certificate Included
Required Course 1		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
Required Course 2 (if applicable)		
Additional Courses		
TCC 001 – Bankruptcy	15.00	YES
TCC 002 – Effective Decision Making	10.00	YES
TCC 003 – Customer Service	5.00	YES
TCC 503 – Collection and Distribution of Property Taxes and Special Assess	30.00	YES
DHSMV – DL Transformed: Fraudulent Document Recognition (FDR)	8.00	YES
AAMVA FDR: Titles and Vehicle Identification Documents	0.75	YES
AAMVA FDR: Internal Fraud for Managers	0.25	YES
AAMVA FDR: Counterfeits and Alterations	0.75	YES
AAMVA FDR: Driver License and ID Cards	0.75	YES
AAMVA CDL Module 1: Introduction to CDL Licensing	2.50	YES
Driver License Preparatory Training - OLF	12.00	YES
AAMVA CDL Module 2: Overview of the CDL Test	0.75	YES
AAMVA CDL Module 3: CDL Knowledge Test	0.75	YES
AAMVA CDL Module 4: CKE End-of-Course Exam	0.25	YES
TOTAL HOURS	116.75	

Committee recommends certification. ☐ Yes ☐ No

NOTES:

	Hours Credited	Certificate Included
Continued from Application Checklist – Cynthia Doorlag	116.75	
AAMVA FDR 2018: Expanding the Review	.75	Yes
AAMVA FDR 2018: Military ID Cards	1.00	Yes
AAMVA FDR 2018: US Immigration Documents	.50	Yes
AAMVA FDR 2019: Travel Documents	.50	Yes
AAMVA FDR 2019: Security Features	1.00	Yes
AAMVA FDR 2019: Social Security Cards	.50	Yes
AAMVA FDR 2019: People and Actions	1.00	Yes
TOTAL HOURS	122	

Florida Department of Revenue

Applications must have the signature of the Program Director,
Tax Collector (or designee) below.

Michelle VanCuren
Signature

Property Tax Oversight
Training Section
Post Office Box 3294
Tallahassee FL 32315-3294

Director of Branch Operations

Title

\$25 fee must be enclosed for application to be processed

(Make checks payable to Florida Department of Revenue)

PRINT YOUR FULL NAME AS YOU WOULD LIKE IT TO APPEAR ON THE CERTIFICATE

Name Doorlag Cynthia

(Last)

(First)

(Middle)

E-mail Address cdoorlag@pascotaxes.com

Business Phone Number 813-847-8165

Employed By Pasco County Tax Collector

Job Title External Services Manager

Name of High School Tottenville H.S. Staten Island, NY Graduated? ☒ Yes ☐ No

Name of College N/A Graduated? ☐ Yes ☐ No

Professional Organizations (in the collection field) _____

List below all tax collection courses and **enclose a copy of the certificate of completion** _____

TCC501 (30), TCC 001 (15), TCC002 (10), TCC 003 (5), TCC 503 (30), FDR (8), AAMVA FDR 2020 (11), DL Preparatory

Training (12), various iLearn courses

Professional Designations _____

Please list below your experience with The Florida Department of Revenue and/or Florida County Tax Collector Office

Name of Employer Pasco County Tax Collector From 3/14/2011 To current

Your Title External Services Manager

I hereby certify the statements and documents contained herein are correct, and if qualified for the Certified Florida Collector/ Certified Florida Collector Assistant designation, I agree to subscribe to, and practice, the Certified Florida Collector/Certified Florida Collector Assistant code of ethics. I understand that the professional designation for which this application is made may not be used upon leaving employment with a Florida county property appraiser's office, tax collector's office, or the Florida Department of Revenue.

Signed: Amelia Saloody Date: 9/21/2021



The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team

Certifies that

Cynthia Doorlag

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTOR

TCC 501, 30 Hours

February 22-26, 2021

CYNTHIA DOORLAG,

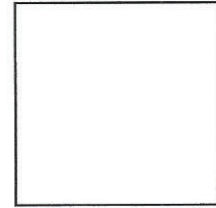
on completing

TCC 001 - BANKRUPTCY COURSE

course on

Tuesday, September 22, 2020

15.00 credit hours



NOTIFICATION TO RECIPIENTS: The subject line of this email may indicate that this email has been sent unsecure. This way indicates that this communication is unsafe, but rather that the email has been sent unencrypted in clear text form. Re

Sent:
To:
Subject:

Wednesday, September 30, 2020 2:38 PM
Cynthia Doorlag
EFFECTIVE DECISION MAKING Certificate

Congratulations,

CYNTHIA DOORLAG,

on completing

TCC 002 - EFFECTIVE DECISION MAKING

course on

Wednesday, September 30, 2020

10.00 credit hours

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Sent:
To:
Subject:

LMSAdmin@dor.state.fl.us
Tuesday, September 29, 2020 2:40 PM
Cynthia Doorlag
CUSTOMER SERVICE COURSE Certificate

Congratulations,

CYNTHIA DOORLAG,

on completing

TCC 003 - CUSTOMER SERVICE COURSE

course on

Tuesday, September 29, 2020

5.00 credit hours

NOTIFICATION TO RECIPIENTS: The subject line of this email may indicate that this email has been sent unsecure. This is a default setting which in no way indicates that this communication is unsafe, but rather that the email has been sent unencrypted in clear text form. Revenue does provide secure email exchange. Please contact us if you need to exchange confidential information electronically.

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CYNTHIA DOORLAG,

on completing

**TCCO 503 - COLLECTION AND
DISTRIBUTION OF PROPERTY TAXES
AND SPECIAL ASSESSMENTS**

course on

Thursday, September 10, 2020

30.00 credit hours

FLORIDA
HIGHWAY SAFETY AND MOTOR VEHICLES

Certificate of Completion

Presented to

Cynthia Doorlag

*On behalf of the Department of Highway Safety and Motor Vehicles,
Division of Motorist Services, through the Learning and Development Office*

For the successful completion of 8 hours of

Fraudulent Document Recognition Training

On this 19th day of November 2014

[Signature]



This certificate is awarded to

CYNTHIA DOORLAG

for the successful completion of

Driver License Preparatory Training - OLT

by FLHSMV

12 Hours

Completion: 9/1/2021

iLearn:				✓
AAMVA	AAMVA CDL: MODULE 1	2.5		
AAMVA	AAMVA CDL: MODULE 2	0.75		
AAMVA	AAMVA CDL: MODULE 3	0.75		
AAMVA	AAMVA CDL: MODULE 4	0.75		
AAMVA	AAMVA FDR 2020 (General Members)	11	11	✓
AAMVA	Information and Cyber Security 2021	0.5	0.5	✓
FLHSMV	DL Issuance: Sanction Clearance	0.25	0.25	✓
FLHSMV	DRIVER LICENSE PREPARATORY TRAINING	12	12	✓
FLHSMV	Fraudulent Document Training - in class	8	8	✓
FLHSMV	DL Transformed - Sanctions - in class	8	0	
FLHSMV	DL Transformed - Financial Responsibility - in class	8	0	
FLHSMV	DL Transformed - Legal Presence - in class	6	0	
	Total of iLearn		31.75	
DOR				
TCC 001	BANKRUPTCY COURSE	15	15	✓
TCC 002	EFFECTIVE DECISION MAKING	10	10	✓
TCC 003	CUSTOMER SERVICE COURSE	5	5	✓
TCC 501	DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS	30	30	✓
TCC 503.01	COLLECTION OF CURRENT AD VALOREM TAXES	4	4	✓
TCC 503.02	COLLECTION & ENFORCEMENT OF TANGIBLE PERSONAL PROPERTY	4	4	✓
TCC 503.03	COLLECTION OF NON-AD VALOREM ASSESSMENTS	4	4	✓
TCC 503.04	COLLECTION OF DELINQUENT PROPERTY TAXES AND TAX CERTIFICATES	4	4	✓
TCC 503.05	REFUND OF AD VALOREM PROPERTY TAXES	4	4	✓
TCC 503.06	ANNUAL TAX ROLLS	4	4	✓
TCC 503.07	TAX DEEDS	2	2	✓
TCC 503.08	BASIC MAPPING	2	2	✓
TCC 503.09	DISTRIBUTION OF PROPERTY TAXES	2	2	✓
	Total of DOR		90	
	GRAND TOTAL of CREDIT HOURS		121.75	

M Valoreu

This certificate is awarded to

CYNTHIA DOORLAG

for the successful completion of

AAMVA FDR 2018: Vehicle Identification Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 2/4/2019



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

CYNTHIA DOORLAG

for the successful completion of

AAMVA FDR 2018: Counterfeits and Alterations

by External Training

0 Hours 45 Minutes

Date of Course Completion: 2/1/2019

This certificate is awarded to

CYNTHIA DOORLAG

for the successful completion of

AAMVA FDR 2018: Driver Licenses and ID Cards

by External Training

0 Hours 45 Minutes

Date of Course Completion: 2/4/2019



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

CYNTHIA DOORLAG

for the successful completion of

AAMVA CDL 2015 for 2019 Recertification: Module 1 - Introduction to CDL Licensing

by External Training

2 Hours 30 Minutes

Date of Course Completion: 11/7/2019

This certificate is awarded to

CYNTHIA DOORLAG

for the successful completion of

AAMVA CDL 2015 for 2019 Recertification: Module 2 - Overview of the CDL Tests

by External Training

0 Hours 45 Minutes

Date of Course Completion: 11/7/2019



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

CYNTHIA DOORLAG

for the successful completion of

AAMVA CDL 2015 for 2019 Recertification: Module 3 - CDL Knowledge Tests

by External Training

0 Hours 45 Minutes

Date of Course Completion: 11/7/2019



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

CYNTHIA DOORLAG

for the successful completion of

AAMVA CDL 2015 for 2019 Recertification: Module 4 - CKE End-of-Course Exam

by External Training

0 Hours 15 Minutes

Date of Course Completion: 11/7/2019

This certificate is awarded to

CYNTHIA DOORLAG

for the successful completion of

AAMVA FDR 2018: Expanding the Review

by External Training

0 Hours 45 Minutes

Date of Course Completion: 2/4/2019

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

 **iLearn**

This certificate is awarded to

CYNTHIA DOORLAG

for the successful completion of

AAMVA FDR 2018: Military ID Cards

by External Training

1 Hours 0 Minutes

Date of Course Completion: 10/4/2021

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

iLearn

This certificate is awarded to

CYNTHIA DOORLAG

for the successful completion of

AAMVA FDR 2018: US Immigration Documents

by External Training

0 Hours 30 Minutes

Date of Course Completion: 10/4/2021



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

CYNTHIA DOORLAG

for the successful completion of

AAMVA FDR 2019: Travel Documents

by External Training

0 Hours 30 Minutes

Date of Course Completion: 10/4/2021



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

CYNTHIA DOORLAG

for the successful completion of

AAMVA FDR 2019: Security Features

by External Training

1 Hours 0 Minutes

Date of Course Completion: 10/4/2021

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

 **iLearn**

This certificate is awarded to

CYNTHIA DOORLAG

for the successful completion of

AAMVA FDR 2019: Social Security Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 10/4/2021



This certificate is awarded to

CYNTHIA DOORLAG

for the successful completion of

AAMVA FDR 2019: People and Actions

by External Training

1 Hours 0 Minutes

Date of Course Completion: 10/4/2021

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

The logo for iLearn, featuring a small circular icon with a stylized 'i' above the word 'Learn' in a large, bold, sans-serif font.

This certificate is awarded to

CYNTHIA DOORLAG

for the successful completion of

AAMVA FDR 2018: Internal Fraud for Managers

by External Training

0 Hours 15 Minutes

Date of Course Completion: 2/1/2019

Chapter 12-9, F.A.C.





FLORIDA

Application for Certified Florida Collector or Certified Florida Collector Assistant

DR-410
R. 03/08
Rule 12D-16.002
Florida Administrative Code
Eff. 11/12
TC

Property Tax Oversight Program Florida Department of Revenue

Applications must have the signature of the Program Director,
Tax Collector (or designee) below.

BurtonJr.Ken

Digitally signed by BurtonJr.Ken
DN: cn=BurtonJr.Ken, o, ou, email=KenB@taxcollector.com,
c=US
Date: 2021.11.09 11:26:20 -05'00'

Signature

Manatee County Tax Collector

Title

Property Tax Oversight
Training Section
Post Office Box 3294
Tallahassee FL 32315-3294

\$25 fee must be enclosed for application to be processed

(Make checks payable to Florida Department of Revenue)

PRINT YOUR FULL NAME AS YOU WOULD LIKE IT TO APPEAR ON THE CERTIFICATE

Name MCDONALD LEXUS ELIZABETH
(Last) (First) (Middle)

E-mail Address LEXUSM@taxcollector.com

Business Phone Number 941-741-4800

Employed By Ken Burton, Jr. Manatee County Tax Collector

Job Title SUBJECT MATTER EXPERT

Name of High School MANATEE SCHOOL FOR THE ARTS Graduated? ☒ Yes ☐ No

Name of College STATE COLLEGE OF FLORIDA Graduated? ☒ Yes ☐ No

Professional Organizations (in the collection field) _____

List below all tax collection courses and **enclose a copy of the certificate of completion** TCC501, TCC502, TCC503, TCC504

Professional Designations _____

Please list below your experience with The Florida Department of Revenue and/or Florida County Tax Collector Office

Name of Employer Ken Burton, Jr. Manatee County Tax Collector

Your Title SUBJECT MATTER EXPERT From 08/28/2017 To CURRENT

Name of Employer _____

Your Title _____ From _____ To _____

I hereby certify the statements and documents contained herein are correct, and if qualified for the Certified Florida Collector/ Certified Florida Collector Assistant designation, I agree to subscribe to, and practice, the Certified Florida Collector/Certified Florida Collector Assistant code of ethics. I understand that the professional designation for which this application is made may not be used upon leaving employment with a Florida county property appraiser's office, tax collector's office, or the Florida Department of Revenue.

Signed: McDonald.Lexus Digitally signed by McDonald.Lexus
Date: 2021.10.12 17:01:36 -04'00' Date: 10/12/2021

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Lexus McDonald

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

February 22-26, 2021

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certificate of Completion

Lexus McDonald

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 13-16, 2021

TCC 503.09

[Resources](#) | [Menu](#) | [Notes](#)

Congratulations



Lexus McDonald

on completing the
**TCC 503 Collection and Distribution of
Property Taxes and Non-Ad Valorem Assessments**
course on
9/11/2018
30 credit hours



Prev

Print

Print Help

Next





The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team

Certifies that

Lexus McDonald

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES
TCC 504, 30 Hours
July 6-29, 2020

Chapter 12-9, F.A.C.





Application for Certified Florida Collector or Certified Florida Collector Assistant

DR-410
R. 03/08
Rule 12D-16.002
Florida Administrative Code
Eff. 11/12
TC

Property Tax Oversight Program Florida Department of Revenue

Applications must have the signature of the Program Director,
Tax Collector (or designee) below.

BurtonJr.Ken

Digitally signed by BurtonJr.Ken
DN: cn=BurtonJr.Ken, o, ou,
email=KenB@taxcollector.com, c=US
Date: 2021.11.09 11:25:06 -05'00'

Signature

Manatee County Tax Collector

Title

Property Tax Oversight
Training Section
Post Office Box 3294
Tallahassee FL 32315-3294

\$25 fee must be enclosed for application to be processed

(Make checks payable to Florida Department of Revenue)

PRINT YOUR FULL NAME AS YOU WOULD LIKE IT TO APPEAR ON THE CERTIFICATE

Name MCINERNEY LORI-ANN
(Last) (First) (Middle)

E-mail Address LORI-ANNM@taxcollector.com

Business Phone Number 941-741-4800

Employed By Ken Burton, Jr. Manatee County Tax Collector

Job Title ASSOCIATE III

Name of High School WOODSVILLE HIGH Graduated? ☒ Yes ☐ No

Name of College _____ Graduated? ☐ Yes ☐ No

Professional Organizations (in the collection field) _____

List below all tax collection courses and **enclose a copy of the certificate of completion** TCC501, TCC502, TCC503, TCC504

Professional Designations _____

Please list below your experience with The Florida Department of Revenue and/or Florida County Tax Collector Office

Name of Employer Ken Burton, Jr. Manatee County Tax Collector

Your Title ASSOCIATE III From 06/24/2019 To CURRENT

Name of Employer _____

Your Title _____ From _____ To _____

I hereby certify the statements and documents contained herein are correct, and if qualified for the Certified Florida Collector/ Certified Florida Collector Assistant designation, I agree to subscribe to, and practice, the Certified Florida Collector/Certified Florida Collector Assistant code of ethics. I understand that the professional designation for which this application is made may not be used upon leaving employment with a Florida county property appraiser's office, tax collector's office, or the Florida Department of Revenue.

Signed: McInerney.Lori-Ann Digitally signed by McInerney.Lori-Ann
Date: 2021.10.12 17:09:19 -04'00' Date: 10/12/2021

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Lori-Ann Mcinerney

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

February 22-26, 2021

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certificate of Completion

Lori-Ann Mcinerney

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 13-16, 2021

Congratulations,

LORI-ANN MCINERNEY,

on completing

**TCCO 503 - COLLECTION AND DISTRIBUTION OF PROPERTY
TAXES AND SPECIAL ASSESSMENTS**

course on

Wednesday, September 16, 2020

30.00 credit hours





The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team

Certifies that

Lori-Ann Mcinerney

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES
TCC 504, 30 Hours
June 7-10, 2021

Chapter 12-9, F.A.C.





**Application for
Florida Professional Certification
Property Tax Oversight Certification and Training**

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying

☒ Initial Certification - \$25 fee ☐ Annual Recertification - \$5 fee ☐ Reinstatement of Certification - \$5 fee

Applicant Information

Applicant's name (as you would like it to appear on the certificate):

Lilley Othouse

Business email address:

LOthouse@citrustc.us

Business phone number:

352-341-6510

Job title:

Customer Service Rep III

Employed by:

Citrus County Tax Collector

I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ Certified Florida Collector Assistant

Experience for Certification – If you are applying for your initial certification, list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement, provide your current employer and employment dates.

Employer:

Citrus County Tax Collector

Your Title:

Customer Service Rep III

Employment Dates:

5/1/2017 - Present

Employer:

Your Title:

Employment Dates:

Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.

No.	Course Title	Hours	No.	Course Title	Hours
<i>TCC501</i>	<i>Duties & Responsibilities of FLT.C.</i>	<i>30</i>	<i>TCC503</i>	<i>Collection & Distribution of Prop Taxes</i>	<i>30</i>
<i>TCC502</i>	<i>Management of a FLT.C. Office</i>	<i>30</i>	<i>TCC504</i>	<i>Collection of Licenses, Taxes & Fees</i>	<i>30</i>

Applicant Signature

I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.

Signature:

Lilley Othouse

Date:

11/10/2021

*The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team*

Certifies that

Lilley Othouse

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

January 27-31, 2020



The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certificate of Completion

Lilley Othouse

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 13-16, 2021

Congratulations,

LILLEY OTHOUSE,

on completing

**TCCO 503 - COLLECTION AND DISTRIBUTION OF PROPERTY
TAXES AND SPECIAL ASSESSMENTS**

course on

Wednesday, June 19, 2019

30.00 credit hours



*The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team*

Certifies that

Lilley Othouse

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES

TCC 504, 30 Hours

June 10-14, 2019



Chapter 12-9, F.A.C.





Application for Certified Florida Collector or Certified Florida Collector Assistant

DR-410
R. 03/08
Rule 12D-16.002
Florida Administrative Code
Eff. 11/12

Property Tax Oversight Program Florida Department of Revenue

Applications must have the signature of the Program Director,
Tax Collector (or designee) below.

Signature

Tax Collector

Title

\$25 fee must be enclosed for application to be processed
(Make checks payable to Florida Department of Revenue)

James McAdams
Chairman
Admissions Committee

Property Tax Oversight
Training Section
Post Office Box 3294
Tallahassee FL 32315-3294

PRINT YOUR FULL NAME AS YOU WOULD LIKE IT TO APPEAR ON THE CERTIFICATE

Name Thornton Debby

(Last)

(First)

(Middle)

E-mail Address dthornton@colliertax.com

Business Phone Number 239-252-8054

Employed By Collier County Tax Collector

Job Title Administrative Assistant

Name of High School King Philip High School Graduated? ☒ Yes ☐ No

Name of College Edison Community College Graduated? ☐ Yes ☒ No

Professional Organizations (in the collection field) _____

List below all tax collection courses and enclose a copy of the certificate of completion

TCC 001, 002, 003, TCC 502, TCC 503
TCC 501

Professional Designations _____

Please list below your experience with The Florida Department of Revenue and/or Florida County Tax Collector Office

Name of Employer Collier County Tax Collector

Your Title Administrative Assistant From April 2014 To Present

Name of Employer _____

Your Title _____ From _____ To _____

I hereby certify the statements and documents contained herein are correct, and if qualified for the Certified Florida Collector/ Certified Florida Collector Assistant designation, I agree to subscribe to, and practice, the Certified Florida Collector/Certified Florida Collector Assistant code of ethics. I understand that the professional designation for which this application is made may not be used upon leaving employment with a Florida county property appraiser's office, tax collector's office, or the Florida Department of Revenue.

Signed: Date: November 12, 2021

*The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team*



Certifies that

Debby Thornton

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

January 27-31, 2020

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certificate of Completion

Debbi Thornton

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 13-16, 2021

EXTERNAL EMAIL: Use extreme caution when opening attachments or clicking links.

Congratulations,

DEBBY THORNTON,

on completing

**TCCO 503 - COLLECTION AND DISTRIBUTION OF PROPERTY
TAXES AND SPECIAL ASSESSMENTS**

course on

Friday, January 10, 2020

30.00 credit hours

Debby Thornton

From: LMSadmin@dor.state.fl.us
Sent: Tuesday, August 27, 2019 4:33 PM
To: Debby Thornton
Subject: BANKRUPTCY COURSE Certificate

Congratulations,

DEBBY THORNTON,

on completing

TCC 001 - BANKRUPTCY COURSE

course on

Tuesday, August 27, 2019

15.00 credit hours

NOTIFICATION TO RECIPIENTS: The subject line of this email may indicate that this email has been sent unsecure. This is a default setting which in no way indicates that this communication is unsafe, but rather that the email has been sent unencrypted in clear text form. Revenue does provide secure email exchange. Please contact us if you need to exchange confidential information electronically.

If you have received this email in error, please notify us immediately by return email. If you receive a Florida Department of Revenue communication that contains personal or confidential information, and you are not the intended recipient, you are prohibited from using the information in any way. All record of any such communication (electronic or otherwise) should be destroyed in its entirety.

Debby Thornton

From: LMSadmin@dor.state.fl.us
Sent: Wednesday, September 4, 2019 12:53 PM
To: Debby Thornton
Subject: EFFECTIVE DECISION MAKING Certificate

Congratulations,

DEBBY THORNTON,

on completing

TCC 002 - EFFECTIVE DECISION MAKING

course on

Wednesday, September 04, 2019

10.00 credit hours



NOTIFICATION TO RECIPIENTS: The subject line of this email may indicate that this email has been sent unsecure. This is a default setting which in no way indicates that this communication is unsafe, but rather that the email has been sent unencrypted in clear text form. Revenue does provide secure email exchange. Please contact us if you need to exchange confidential information electronically.

If you have received this email in error, please notify us immediately by return email. If you receive a Florida Department of Revenue communication that contains personal or confidential information, and you are not the intended recipient, you are prohibited from using the information in any way. All record of any such communication (electronic or otherwise) should be destroyed in its entirety.

Debby Thornton

From: LMSadmin@dor.state.fl.us
Sent: Wednesday, August 28, 2019 11:38 AM
To: Debby Thornton
Subject: CUSTOMER SERVICE COURSE Certificate

Congratulations,

DEBBY THORNTON,

on completing

TCC 003 - CUSTOMER SERVICE COURSE

course on

Wednesday, August 28, 2019

5.00 credit hours

NOTIFICATION TO RECIPIENTS: The subject line of this email may indicate that this email has been sent unsecure. This is a default setting which in no way indicates that this communication is unsafe, but rather that the email has been sent unencrypted in clear text form. Revenue does provide secure email exchange. Please contact us if you need to exchange confidential information electronically.

If you have received this email in error, please notify us immediately by return email. If you receive a Florida Department of Revenue communication that contains personal or confidential information, and you are not the intended recipient, you are prohibited from using the information in any way. All record of any such communication (electronic or otherwise) should be destroyed in its entirety.

Chapter 12-9, F.A.C.



Name to appear on certificate:

Allison Lauren Valenti

Previous Name(s)(if applicable) ☐ documentation included

County: Manatee

Job Title: Associate III

Certification Requested: Certified Florida Collector Assistant ☒ Initial ☐ Reinstatement

Application

- ☑ Application with required signatures
- ☑ Application fee
- ☑ Courses listed on application
- ☑ Employment dates listed
 - ☑ Include current employment
 - ☑ Two years of experience with an applicable office

From: 2/4/19 to Present

From: _____ to _____

Course Information		
Course Name	Hours Credited	Certificate Included
Required Course 1		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
Required Course 2 (if applicable)		
Additional Courses		
TCC 502 – Management of a Florida Tax Collector's Office	30.00	YES
TCC 503 – Collection and Distribution of Property Taxes and Special Assessments	30.00	YES
TCC 504 – Collection of Licenses, Taxes and Fees	30.00	YES
TOTAL HOURS	120.00	

Committee recommends certification. ☐ Yes ☐ No

NOTES:



FLORIDA

Property Tax Oversight Program
Florida Department of Revenue

Applications must have the signature of the Program Director,
Tax Collector (or designee) below.

BurtonJr.Ken

Digitally signed by BurtonJr.Ken
DN: cn=BurtonJr.Ken, o, ou,
email=KenB@taxcollector.com, c=US
Date: 2021.11.09 11:26:00 -05'00'

Signature

Manatee County Tax Collector

Title

Property Tax Oversight
Training Section
Post Office Box 3294
Tallahassee FL 32315-3294

\$25 fee must be enclosed for application to be processed
(Make checks payable to Florida Department of Revenue)

PRINT YOUR FULL NAME AS YOU WOULD LIKE IT TO APPEAR ON THE CERTIFICATE

Name VALENTI ALLISON LAUREN
(Last) (First) (Middle)

E-mail Address ALLISONV@taxcollector.com

Business Phone Number 941-741-4800

Employed By Ken Burton, Jr. Manatee County Tax Collector

Job Title ASSOCIATE III

Name of High School PALMETTO HIGH SCHOOL Graduated? ☒ Yes ☐ No

Name of College _____ Graduated? ☐ Yes ☐ No

Professional Organizations (in the collection field) _____

List below all tax collection courses and **enclose a copy of the certificate of completion** TCC501, TCC502, TCC503, TCC504

Professional Designations _____

Please list below your experience with The Florida Department of Revenue and/or Florida County Tax Collector Office

Name of Employer Ken Burton, Jr. Manatee County Tax Collector

Your Title ASSOCIATE III From 02/04/2019 To CURRENT

Name of Employer _____

Your Title _____ From _____ To _____

I hereby certify the statements and documents contained herein are correct, and if qualified for the Certified Florida Collector/ Certified Florida Collector Assistant designation, I agree to subscribe to, and practice, the Certified Florida Collector/Certified Florida Collector Assistant code of ethics. I understand that the professional designation for which this application is made may not be used upon leaving employment with a Florida county property appraiser's office, tax collector's office, or the Florida Department of Revenue.

Signed: Valenti.Allison Date: 10/12/2021

Digitally signed by Valenti.Allison
DN: cn=Valenti.Allison, o, ou,
email=valentia@taxcollector.com, c=US
Date: 2021.10.12 16:38:39 -04'00'

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Allison Valenti

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

February 22-26, 2021

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certificate of Completion

Allison Valenti

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 13-16, 2021

Congratulations,

ALLISON VALENTI,

on completing

**TCCO 503 - COLLECTION AND DISTRIBUTION OF PROPERTY
TAXES AND SPECIAL ASSESSMENTS**

course on

Thursday, September 12, 2019

30.00 credit hours





The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team

Certifies that

Allison Valenti

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES
TCC 504, 30 Hours
June 7-10, 2021

Chapter 12-9, F.A.C.



Name to appear on certificate:

Jaden Kay Wennberg

Previous Name(s)(if applicable) ☒ documentation included

Corcoran

County: Manatee

Job Title: Associate III

Certification Requested: Certified Florida Collector Assistant ☒ Initial ☐ Reinstatement

Application

- ☑ Application with required signatures
- ☑ Application fee
- ☑ Courses listed on application
- ☑ Employment dates listed
 - ☑ Include current employment
 - ☑ Two years of experience with an applicable office

From: 5/10/19 to Present

From: _____ to _____

Course Information		
Course Name	Hours Credited	Certificate Included
Required Course 1		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
Required Course 2 (if applicable)		
Additional Courses		
TCC 502 – Management of a Florida Tax Collector's Office	30.00	YES
TCC 503 – Collection and Distribution of Property Taxes and Special Assessments	30.00	YES
TCC 504 – Collection of Licenses, Taxes and Fees	30.00	YES
TOTAL HOURS	120.00	

Committee recommends certification. ☐ Yes ☐ No

NOTES:



FLORIDA

Property Tax Oversight Program
Florida Department of Revenue

Applications must have the signature of the Program Director,
Tax Collector (or designee) below.

BurtonJr.Ken

Digitally signed by BurtonJr.Ken
DN: cn=BurtonJr.Ken, o, ou,
email=KenB@taxcollector.com, c=US
Date: 2021.11.09 11:25:37 -05'00'

Signature

Manatee County Tax Collector

Title

Property Tax Oversight
Training Section
Post Office Box 3294
Tallahassee FL 32315-3294

\$25 fee must be enclosed for application to be processed

(Make checks payable to Florida Department of Revenue)

PRINT YOUR FULL NAME AS YOU WOULD LIKE IT TO APPEAR ON THE CERTIFICATE

Name WENNBURG JADEN KAY
(Last) (First) (Middle)

E-mail Address JADENW@taxcollector.com

Business Phone Number 941-741-4800

Employed By Ken Burton, Jr. Manatee County Tax Collector

Job Title ASSOCIATE III

Name of High School PENN FOSTER Graduated? ☒ Yes ☐ No

Name of College _____ Graduated? ☐ Yes ☐ No

Professional Organizations (in the collection field) _____

List below all tax collection courses and **enclose a copy of the certificate of completion** TCC501, TCC502, TCC503, TCC504

Professional Designations _____

Please list below your experience with The Florida Department of Revenue and/or Florida County Tax Collector Office

Name of Employer Ken Burton, Jr. Manatee County Tax Collector

Your Title ASSOCIATE III From 05/10/2017 To CURRENT

Name of Employer _____

Your Title _____ From _____ To _____

I hereby certify the statements and documents contained herein are correct, and if qualified for the Certified Florida Collector/ Certified Florida Collector Assistant designation, I agree to subscribe to, and practice, the Certified Florida Collector/Certified Florida Collector Assistant code of ethics. I understand that the professional designation for which this application is made may not be used upon leaving employment with a Florida county property appraiser's office, tax collector's office, or the Florida Department of Revenue.

Signed: Wennberg.Jaden Digitally signed by Wennberg.Jaden
Date: 2021.10.12 15:46:15 -04'00' Date: 10/12/2021

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Jaden Wennberg

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

January 27-31, 2020

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certificate of Completion

Jaden Wennberg

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 13-16, 2021

Congratulations

Jaden Corcoran

on completing the

**TCC 503 Collection and Distribution of
Property Taxes and Non-Ad Valorem Assessments**

course on

9/12/2018

30 credit hours





The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team

Certifies that

Jaden Wennberg

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES
TCC 504, 30 Hours

June 7-10, 2021

Department of Health-Vital Statistics

**STATE OF FLORIDA
MARRIAGE RECORD**

TYPE IS UPPER CASE
USE BLACK INK

This license not valid unless seal of Clerk,
Circuit or County court appears thereon

(STATE FILE NUMBER)

2019ML001714

(APPLICATION NUMBER)

APPLICATION TO MARRY			
1. NAME OF SPOUSE (First, Middle, Last) JADEN KAY CORCORAN		3. MAIDEN SURNAME (IF APPLICABLE)	2. DATE OF BIRTH (Month, Day, Year) 01/18/1995
3a. RESIDENCE - CITY, TOWN, OR LOCATION BRADENTON	3b. COUNTY MANATEE	3c. STATE FLORIDA	4. BIRTHPLACE (State or Foreign Country) IOWA
5a. NAME OF SPOUSE (First, Middle, Last) TODD JOSEPH WENNBERG		5b. MAIDEN SURNAME (IF APPLICABLE)	5. DATE OF BIRTH (Month, Day, Year) 02/14/1991
7a. RESIDENCE - CITY, TOWN, OR LOCATION BRADENTON	7b. COUNTY MANATEE	7c. STATE FLORIDA	8. BIRTHPLACE (State or Foreign Country) FLORIDA
WE, THE APPLICANTS NAMED IN THIS CERTIFICATE EACH FOR HIMSELF OR HERSELF, STATE THAT THE INFORMATION PROVIDED ON THIS RECORD IS CORRECT TO THE BEST OF OUR KNOWLEDGE AND BELIEF, THAT NO LEGAL OBJECTION TO THE MARRIAGE NOR THE ISSUANCE OF A LICENSE TO AUTHORIZE THE SAME IS KNOWN TO US AND HEREBY APPLY FOR LICENSE TO MARRY.			
9. SIGNATURE OF SPOUSE (Sign full name using black ink) Jaden Corcoran		10. SUBSCRIBED AND SWORN TO BEFORE ME ON (DATE) 10/11/2019	
11. TITLE OF OFFICIAL DEPUTY CLERK TIFFANI WALKER		12. SIGNATURE OF OFFICIAL (Use black ink) Tiffany Walker	
13. SIGNATURE OF SPOUSE (Sign full name using black ink) Todd Joseph Wennberg		14. SUBSCRIBED AND SWORN TO BEFORE ME ON (DATE) 10/11/2019	
15. TITLE OF OFFICIAL DEPUTY CLERK TIFFANI WALKER		16. SIGNATURE OF OFFICIAL (Use black ink) Tiffany Walker	
LICENSE TO MARRY			
AUTHORIZATION AND LICENSE IS HEREBY GIVEN TO ANY PERSON DULY AUTHORIZED BY THE LAWS OF THE STATE OF FLORIDA TO PERFORM A MARRIAGE CEREMONY WITHIN THE STATE OF FLORIDA AND TO SOLEMNIZE THE MARRIAGE OF THE ABOVE NAMED PERSONS. THIS LICENSE MUST BE USED ON OR AFTER THE EFFECTIVE DATE AND ON OR BEFORE THE EXPIRATION DATE IN THE STATE OF FLORIDA IN ORDER TO BE RECORDED AND VALID.			
17. COUNTY ISSUING LICENSE MANATEE	18. DATE LICENSE ISSUED 10/11/2019	18a. DATE LICENSE EFFECTIVE 10/14/2019	19. EXPIRATION DATE 12/10/2019
20a. SIGNATURE OF COURT CLERK OR JUDGE Angelina M. Colonnese		20b. TITLE CLERK OF CIRCUIT COURT	20c. BY D.C. TIFFANI WALKER
CERTIFICATE OF MARRIAGE			
I HEREBY CERTIFY THAT THE ABOVE NAMED PERSONS WERE JOINED BY ME IN MARRIAGE IN ACCORDANCE WITH THE LAWS OF THE STATE OF FLORIDA.			
21. DATE OF MARRIAGE (Month, Day, Year) November 16, 2019		22. CITY, TOWN, OR LOCATION OF MARRIAGE 10249 CORCORAN LANE ROAD PALMISTON, FL 34219	
23a. SIGNATURE OF PERSON PERFORMING CEREMONY (Use black ink) Rev. Sinclair Carson		23b. ADDRESS (Of person performing ceremony) 1148 4th St West Palm Beach FL 33402	
23c. NAME AND TITLE OF PERSON PERFORMING CEREMONY (Or notary stamp) Rev. Sinclair Carson		24. SIGNATURE OF WITNESS TO CEREMONY (Use black ink) Michael A. Schneebarger	
		25. SIGNATURE OF WITNESS TO CEREMONY (Use black ink) Courtney E. Peace	



SEAL