



Florida Department of Environmental Protection

**CITIZEN SUPPORT ORGANIZATION  
2019 LEGISLATIVE REPORT  
(pursuant to Section 20.058 Florida Statutes)**

Citizen Support Organization (CSO) Name: Friends of Biscayne Bay, Inc.

Mailing Address: 3191 Grand Avenue ut330667 Miami, FL 33233

Telephone Number: 305-773-9384 Website Address (if applicable): \_\_\_\_\_

**Statutory Authority:**

**Section 20.2551, F.S., Citizen support organizations; use of property; audit; public records; partnerships.** In summary, the statute specifies the organizational requirements, operational parameters, duties of a CSO to support the Department of Environmental Protection (Department), or individual units of the Department, use of Department property, audit requirements, public records requirements, and authorizes public-private partnerships to enhance lands managed by the Department.

**Section 258.015, F.S., Citizen support organizations; use of property; audit.** In summary, the statute defines a CSO, requires authorization by the Division of Recreation and Parks, and specifies the use of property. This statute authorizes the Partnerships in Parks (PIP) program for state parks, the program's operational parameters, CSO's operational parameters, and donor recognition.

**CSO's Mission:** *Consistent with Articles and Bylaws*

The Friends of Biscayne Bay's (FOBB) mission is to support and benefit the Biscayne Bay Aquatic Preserves (BBAP), by aiming to preserve, protect, and enhance the bay and all natural waterways tidally connected to the bay in an aesthetically natural condition so that its biological and aesthetic values may endure for the enjoyment of future generations.

**Description of the CSO's Results Obtained:** *Expand section as necessary to be complete*

Friends of Biscayne Bay has successfully hosted educational seminars and outreach events including the Biscayne Bay Aquatic Preserves' annual "Baynanza" events to promote stewardship for the bay. FOBB has hosted educational activities and summer camps for under-privileged elementary- and middle-school aged children, underprivileged high school students enrolled in intensive STEM programs. FOBB assisted BBAP in its 40<sup>th</sup> Anniversary celebrations (Soiree by the Bay & Paddle Out Biscayne Bay) in 2014 & 2015.

**Description of the CSO's Plans for the Next Three Fiscal Years:** *Expand section as necessary to be complete*

FOBB plans to continue to support the Biscayne Bay Aquatic Preserves in its mission of stewardship and to preserve, protect, and enhance Biscayne Bay. FOBB will be assisting with BBAP's North Biscayne Bay Water Quality research project by funding water quality sampling equipment. FOBB will also assist in collecting and holding funds donated to BBAP's EcoTour Program. These funds will be distributed back to BBAP and other bay specific events, organizations, and issues.

- CSO's Code of Ethics is attached, and if the CSO has a website the code of ethics is posted conspicuously.
- CSO has attached the most recent Internal Revenue Service (IRS) Form 990, 990-EZ, or 990-N receipt. If filing the 990-N the Department requires the 990 or 990-EZ as a worksheet. All IRS Form 990's must be complete with Part III Program Service and all appropriate Schedules (See attached instructions).

**Friends of Biscayne Bay, Inc.**  
**CODE OF ETHICS**

**PREAMBLE**

- (1) It is essential to the proper conduct and operation of Friends of Biscayne Bay, Inc. (herein "CSO") that its board members, officers, and employees be independent and impartial and that their position not be used for private gain. Therefore, the Florida Legislature in Section 112.3251, Florida Statute (Fla. Stat.), requires that the law protect against any conflict of interest and establish standards for the conduct of CSO board members, officers, and employees in situations where conflicts may exist.
  
- (2) It is hereby declared to be the policy of the state that no CSO board member, officer, or employee shall have any interest, financial or otherwise, direct or indirect, or incur any obligation of any nature which is in substantial conflict with the proper discharge of his or her duties for the CSO. To implement this policy and strengthen the faith and confidence of the people in Citizen Support Organizations, there is enacted a code of ethics setting forth standards of conduct required of Friends of Biscayne Bay, Inc. board members, officers, and employees in the performance of their official duties.

**STANDARDS**

The following standards of conduct are enumerated in Chapter 112, Fla. Stat., and are required by Section 112.3251, Fla. Stat., to be observed by Friends of Biscayne Bay, Inc. board members, officers, and employees.

**1. Prohibition of Solicitation or Acceptance of Gifts**

No Friends of Biscayne Bay board member, officer, or employee shall solicit or accept anything of value to the recipient, including a gift, loan, reward, promise of future employment, favor, or service, based upon any understanding that the vote, official action, or judgment of the CSO board member, officer, or employee would be influenced thereby.

**2. Prohibition of Accepting Compensation Given to Influence a Vote**

No Friends of Biscayne Bay board member, officer, or employee shall accept any compensation, payment, or thing of value when the person knows, or, with reasonable care, should know that it was given to influence a vote or other action in which the CSO board member, officer, or employee was expected to participate in his or her official capacity.

**3. Salary and Expenses**

No Friends of Biscayne Bay board member or officer shall be prohibited from voting on a matter affecting his or her salary, expenses, or other compensation as a CSO board member or officer, as provided by law.

#### **4. Prohibition of Misuse of Position**

A Friends of Biscayne Bay board member, officer, or employee shall not corruptly use or attempt to use one's official position or any property or resource which may be within one's trust, or perform official duties, to secure a special privilege, benefit, or exemption.

#### **5. Prohibition of Misuse of Privileged Information**

No Friends of Biscayne Bay board member, officer, or employee shall disclose or use information not available to members of the general public and gained by reason of one's official position for one's own personal gain or benefit or for the personal gain or benefit of any other person or business entity.

#### **6. Post-Office/Employment Restrictions**

A person who has been elected to Friends of Biscayne Bay's board or office or who is employed by Friends of Biscayne Bay may not personally represent another person or entity for compensation before the governing body of the CSO of which he or she was a board member, officer, or employee for a period of two years after he or she vacates that office or employment position.

#### **7. Prohibition of Employees Holding Office**

No person may be, at one time, both a Friends of Biscayne Bay employee and a Friends of Biscayne Bay board member at the same time.

#### **8. Requirements to Abstain From Voting**

A Friends of Biscayne Bay board member or officer shall not vote in official capacity upon any measure which would affect his or her special private gain or loss, or which he or she knows would affect the special gain or any principal by whom the board member or officer is retained. When abstaining, the Friends of Biscayne Bay board member or officer, prior to the vote being taken, shall make every reasonable effort to disclose the nature of his or her interest as a public record in a memorandum filed with the person responsible for recording the minutes of the meeting, who shall incorporate the memorandum in the minutes. If it is not possible for the Friends of Biscayne Bay board member or officer to file a memorandum before the vote, the memorandum must be filed with the person responsible for recording the minutes of the meeting no later than 15 days after the vote.

#### **9. Failure to Observe CSO Code of Ethics**

Failure of a Friends of Biscayne Bay board member, officer, or employee may result in the removal of that person from their position. Further, failure of Friends of Biscayne Bay to observe the Code of Ethics may result in the Florida Department of Environmental Protection terminating its Agreement with Friends of Biscayne Bay.

Form **990-N****Electronic Notice (e-Postcard)**

OMB No. 1545-2085

Department of the Treasury  
Internal Revenue Service**for Tax-Exempt Organization not Required to File Form 990 or 990-EZ****2018**

Open to Public Inspection

**A** For the **2018** Calendar year, or tax year beginning **2018-01-01** and ending **2018-12-31****B** Check if available **Terminated for Business** **Gross receipts are normally \$50,000 or less****C** Name of Organization: **FRIENDS OF BISCAYNE BAY INC****3191 Grand Ave ut330667,****MIAMI, FL, US, 33323****D** Employee IdentificationNumber **84-1721430****E** Website:**F** Name of Principal Officer: **BRUCE MATHESON****3191 Grand Ave ut330667,****Miami, FL, US, 33233**

**Privacy Act and Paperwork Reduction Act Notice:** We ask for the information on this form to carry out the Internal Revenue laws of the United States. You are required to give us the information. We need it to ensure that you are complying with these laws.

The organization is not required to provide information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. The rules governing the confidentiality of the Form 990-N is covered in code section 6104.

The time needed to complete and file this form and related schedules will vary depending on the individual circumstances. The estimated average times is 15 minutes.

**Note: This image is provided for your records only. Do Not mail this page to the IRS. The IRS will not accept this filing via paper. You must file your Form 990-N (e-Postcard) electronically.**



## Confirmation

[Home](#) | [Security Profile](#) | [Logout](#)

Your Form 990-N(e-Postcard) has been submitted to the IRS

- **Organization Name:** FRIENDS OF BISCAYNE BAY INC
- **EIN:** 841721430
- **Tax Year:** 2018
- **Tax Year Start Date:** 01-01-2018
- **Tax Year End Date:** 12-31-2018
- **Submission ID:** 10065520192103091976
- **Filing Status Date:** 07-29-2019
- **Filing Status:** Pending

**Note:** [Print](#) a copy of this filing for your records. Once you leave this page, you will not be able to do so.

**MANAGE FORM 990-N SUBMISSIONS**