



**Florida Department of Environmental Protection
CITIZEN SUPPORT ORGANIZATION
2021 LEGISLATIVE REPORT
(pursuant to Section 20.058 Florida Statutes)**

Citizen Support Organization (CSO) Name: **Blackwater Heritage Trail, Inc.**

Mailing Address: **P.O. Box 4292, Milton, FL 32572-4292**

Telephone Number: **850-626-4037**

Website Address (*required if applicable*):

Check to confirm your Code of Ethics is posted conspicuously on your website.

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.

YOUR MISSION AND LAST CALENDAR YEAR'S PROGRAM ACCOMPLISHMENTS:

CSO's Mission:

The mission of the Blackwater Heritage Trail Inc. is to act as a nonprofit citizens support group for foster improvements and maintenance of the Blackwater Heritage State Trail, to develop additional linkages and a network of trails that connect with or are proximate to the trail, to promote environmental, cultural, and historical awareness of the trail, and to encourage the use of the trail as healthful and safe facility for cycling, hiking, horseback riding, running, and related recreational activities.

Describe Last Calendar Year's Results Obtained:

- 1. RESTORE ACT grant proposal titled "Blackwater Heritage State Trail Infrastructure Improvements" approved by Santa Rosa County Commission and now in the Procurement stage. The Grant supports two RESTORE ACT priorities, improvements to or on Stake Parks located in coastal areas affected by the Deepwater Horizon oil spill and promotion of tourism in the Gulf Coast Region. The project includes funding in the amount of \$40,329.78 for a restroom at the Equestrian Trailhead, 3 water fountains, and 16 benches. The project is in process between the Division of Recreation and Parks and Santa Rosa County.**
- 2. CSO funded \$1,000 and purchased / planted Slash and Loblolly trees and obtained a donation from Panhandle Growers Nursery, 9 Long Leaf Pine trees in the Ball/Burlap large size trees.**
- 3. Supported the Fenner McConnell/Matt Wantz Memorial Blackwater Heritage Century Ride, the major bicycle event that occurs annually on the trail. \$2,000 was raised to support the trail.**
- 4. Purchased Bike Repair Fix-It station for Elva Street Trailhead with funds donated from West Florida Wheelman.**

NOTE: National Pandemic has forced suspension of CSO meetings and events for the first half of the 2020 CY.

Describe the CSO's Plans for the Next Three Calendar Years:

- 1. Work with Santa Rosa County and Florida Department of Environmental Protection on planning and implementation of trail infrastructure project funded by Santa Rosa County RESTORE ACT funding.**
- 2. Raise funds, request and receive grants and gifts, and make expenditures in support of the goals of the organization.**
- 3. Promote environmental, cultural, and historical awareness of the Blackwater Heritage State Trail and other trails identified as significant state trail by the Florida Department of Environmental Protection.**
- 4. Encourage the use of the trail as a healthful and safe facility for cycling, hiking, horseback riding, running and related recreational activities through community education and outreach.**
- 5. Support major trail events as approved by the Florida Department of Environmental Protection.**
- 6. Advocate for the development of additional linkages and a network of trails that connect with or are proximate to the trail and those that are part of the Florida Greenways & Trails System Plan. The Milton / Bagdad community connector trail between the two communities is an example.**
- 7. Conduct programs and activities related to the Blackwater Heritage State Trail, other significant trails in the area, and connector trails under consideration or development.**
- 8. Add needed trail support items as identified and approved by the Florida Department of Environmental Protection.**

CSO's LAST CALENDAR YEAR STATISTICS:

Total Number of CSO General Membership: 6

Total Number of Board of Directors: 6

Total Volunteer Hours for the Board of Directors: 21

PARK & CSO RELATIONSHIP:

Park Manager's Comments on the CSO & Park Relationship and Support:

2020 has thrown many challenges our way and we have adapted and made strides to improve the Blackwater Heritage State Trail as a team. The CSO is small but was able to accomplish its mission in providing support and improving the trail. Many items were completed from our Annual Plan and more would have been completed without the pandemic. We have a great relationship and work well as a team. I don't hesitate to ask the CSO for help and the CSO doesn't hesitate in providing any assistance requested. I look forward to watching the CSO grow membership in the coming year.

CSO President's Comments on the CSO & Park Relationship and Support:

Over the 2020 CY, the CSO has had an effective relationship with the State Trail and State Park. Accomplishing our goals, the Park manager keeps us update on all our requirements and heads up on State and Local meeting and status of projects. It has been a pleasure to work with Park Manager Marshall Shaw and Trail Supervisor Gerard Greco. Our annual fund raising Bike ride raised \$2000 for support of the trail, installed new Bike repair station, and annual tree planting was a success. Our CSO membership has declined after the Covid-19 Pandemic but we have a hopeful future. Our CSO has a strong relationship with Big Brother/Sisters organization and both Pensacola and Crestview Bike Clubs.

SUMMARIZE FINANCIAL ACTIVITY FOR LAST CALENDAR YEAR, SPECIFIC PARK(S) SUPPORT:

Program Service Expenses are costs related to providing your organization's programs or services in accordance with your mission. For CSO's provide expenses that directly support the park(s). For established nonprofit organizations, program service expenses generally represent most of the overall expense of the organization. For the last calendar year provide totals \$ for each that apply.

Building improvement, construction or renovations	\$ 0.00
Cultural resources (e.g., historic structure restoration/ renovation)	\$ 0.00
Natural resources (e.g., native plants, natural lands restoration)	\$ 1000.00
Maintenance equipment (e.g., mowers, chippers, blowers, chainsaws)	\$ 100.00
Other facilities and landscape maintenance	\$ 0.00
Vehicles (e.g., trucks/cars, UTVs, golf carts, accessible devices, etc.)	\$ 0.00
Amenities (e.g., water fountains, benches, picnic tables, recreational equipment, kiosks etc.)	\$ 1682.00
Park employees or volunteers support (e.g., interns, training, uniforms, awards, or recognition)	\$ 0.00
Big ticket visitor center exhibits or interpretation updates	\$ 0.00
Park exhibits, displays, signage	\$ 0.00
Park publications, brochures, maps, etc.	\$ 0.00
Programing/interpretation support material purchases	\$ 0.00
Other program services	\$ 577.10
Total Program Service Expenses	\$3359.10

Total Operating Expenses (Overhead including fees, memberships, postage, rent, utilities, etc.) **\$343.00**

Visitor Services Revenue

Park gift shops, craft stores and concession sales	\$ 0.00
Merchandise sales (e.g., plants, firewood, ice, t-shirts, hats, etc.)	\$ 0.00
Programs and Special Events (e.g., fundraising workshops, seasonal events, concerts, etc.)	\$ 2000.00
Vending (e.g., drink machines, penny press, laundry, Wifi, etc.)	\$ 0.00
Rentals (e.g., bikes, canoe, kayak, SUPs, etc.)	\$ 0.00
In-park donation boxes	\$ 44.98
Other visitor services revenue	\$ 1682.00
Total Visitor Services Revenue	\$3726.98
Net Assets	\$4150.64

CSO AUDIT:

Total of Last Calendar Year's Expenses (including grants) \$

Section 215.981(2), Florida Statute requires an independent CPA audit using Government Audit Standards ([U.S. GAO Yellow Book](#)) when the CSOs annual expenses are \$300,000 including grants. The audit is **due by September 1** (9 months after the CSO's calendar year ends) to the Florida Auditor General and to the Department.

This information is complete to the best of my knowledge pursuant to Section 20.058 Florida Statutes			
Title	Name	Signature	Date
CSO President	Walt Schumann	<i>Walt Schumann</i>	5/30/21
Park Manager	Marshall Shaw	<i>Marshall Shaw</i>	5/30/21

- CSO's Code of Ethics is attached
- CSO has attached the most recent Internal Revenue Service (IRS) Form 990, 990-EZ, or 990-N Receipt. All IRS Form 990's must be *complete* with Part III Program Service and *all* appropriate Schedules (A, O and others as appropriate). If filing an IRS extension, attach the IRS 8868 receipt and the most recent 990 and schedules.

Blackwater Heritage Trail, Inc.
CODE OF ETHICS

PREAMBLE

- (1) It is essential to the proper conduct and operation of Blackwater Heritage Trail, 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 Blackwater Heritage Trail, 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 CSO board members, officers, and employees.

1. Prohibition of Solicitation or Acceptance of Gifts

No CSO 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 CSO 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 CSO 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.

Page 1 of 2

4. Prohibition of Misuse of Position

A CSO 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 CSO 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 any CSO board or office or who is employed by a CSO 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 CSO employee and a CSO board member at the same time.

8. Requirements to Abstain From Voting

Sent:
To:
Subject:

<https://sa.www4.irs.gov/epostcard/secure/990n/forms/print/>

Information Copy.

Do not send to IRS.

Form **990-N**

Department of the Treasury Internal Revenue Service

Electronic Notice (e-Postcard)

for Tax-Exempt Organization not Required to File Form 990 or 990-EZ

OMB No. 1545-2085

2020

Open to Public Inspection

A For the **2020** Calendar year, or tax year beginning **2020-01-01** and ending **2020-12-31**

B Check if available

C Name of Organization: **BLACKWATER HERITAGE TRAIL INC**
5533 Alabama St, Milton, FL, US, 32570

D Employee Identification Number **59-3027002**

E Website:

F Name of Principal Officer: **Susan Schumann**