



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

Citizen Support Organization (CSO) Name: Friends of Collier-Seminole State Park

Mailing Address: 20200 Tamiami Trail E. Naples FL 34114

Telephone Number: (239)394-3397

Website Address (*required if applicable*): Friendsofcssp@weebly.com

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: *Consistent with your Articles and Bylaws*

The Friends of Collier-Seminole State Park Inc. is a non-profit organization dedicated to the maintenance and preservation of the facilities and resources within Collier-Seminole State Park. Through fund-raising activities and donations of funds, time and effort, the "Friends" will support the park and staff in their efforts to make and keep the park accessible and safe for all visitors.

Describe Last Calendar Year's Results Obtained: *Brag! List or discuss the past calendar year's accomplishments and contributions. Cite specific support from last calendar year's Annual Program Plan*

1. Purchased two weed whackers.
2. Assisted park with golf cart repairs and maintenance.
3. Purchased volunteer uniforms and support and recognition supplies,
4. Hurricane shutters for block house
5. Firewood hopper and bags
6. 50 yards gravel for roads and trails
7. Metal Bench in front of Ranger Station
8. Provide WIFI for resident volunteers

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

Depending on the guidelines from the State due to the pandemic we are looking forward to the following:

- 2021
 - Design for the Seminole Indian Village vision display to be installed for fundraising purposes.
 - Expanding the Guided canoe tours.
 - Recruit local board + members.
 - Create a firewood team to support firewood sales.

- 2022
 - Set fundraising goals.
 - Create Indian Village committee.
 - Start Indian Village improvements.
 - Update brochure/membership form.
 - Friends to take over Facebook page.
 - Sell CSSP decals at Ranger station.
 - Partnership project with local organization.
 - Raise membership level to 25 members.

- 2023
 - Quarterly newsletter for members.
 - Schedule a "I love my park" workday.
 - Create an event committee + identify signature event.
 - Complete Indian Village improvements
 - Create a membership coordinator.
 - Raise membership level to 50 members.

- 2024
 - Hold a signature event.
 - Identify capital park improvements.
 - 100% local board members.
 - Raise membership level to 75 members.

CSO's LAST CALENDAR YEAR STATISTICS:

Total Number of CSO General Membership: 10

Total Number of Board of Directors: 4

Total Volunteer Hours for the Board of Directors (Hours from VSys. Work with your parks' volunteer manager): 821.5

PARK & CSO RELATIONSHIP:

Keep the summary simple. Save time. Don't duplicate by describing accomplishments and contributions in the summary. Brag in the above Results Obtained. Describe the relationship here.

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

The Friends of Collier-Seminole State Park Inc. has been a reliable sponsor to the park, its programs, & park events, such as monthly Star Gazing and weekly Ranger guided programs. They have continued with the Adventure Series Guided Canoe Tours, which is its main source of revenue. Proceeds collected from firewood sales also assisted in offsetting costs for materials needed to maintain and operate the park. The Friends have also contributed in accomplishing several park projects such as repairing the stairway at the Blockhouse Interpretive Center, the restoration of a park residence building, and resurfacing park roads with gravel. The Friends have been a faithful source of support for the park and have bought many items to support the park throughout the years. This past year, they have provided the park with two new golf carts, hurricane shutters for 3 buildings, 9 dog waste stations a 12'X12' maintenance shed and several other items. The Friends continue to assist with making improvements to the park and meeting the agency's mission through their donations of time, effort, and fundraising.

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

Provide your perspective on the relationship between the park and CSO. What went well? Are there areas of improvement?

I am new to the board and not a resident of the area. That being said I became involved because of the strong commitment of the other members and by the effort of the staff to ensure the natural beauty and health of the park is assured going forward. There seems an easy rapport among all involved. Some changes have been made with regards to job assignments, we will evaluate in the months to come.

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

Program Service Expenses are

Building improvement, construction or renovations	\$
Cultural resources (e.g., historic structure restoration/ renovation)	\$
Natural resources (e.g., native plants, natural lands restoration)	\$

Maintenance equipment (e.g., mowers, chippers, blowers, chainsaws)	\$
Other facilities and landscape maintenance	\$ 8,978.55
Vehicles (e.g., trucks/cars, UTVs, golf carts, accessible devices, etc.)	\$ 15,846.00
Amenities (e.g., water fountains, benches, picnic tables, recreational equipment, kiosks etc.)	\$ 13,278.60
Park employees or volunteers support (e.g., interns, training, uniforms, awards, or recognition)	\$ 3,548.26
Big ticket visitor center exhibits or interpretation updates	\$
Park exhibits, displays, signage	\$
Park publications, brochures, maps, etc.	\$
Programing/interpretation support material purchases	\$ 1,013.01
Other program services	\$ 15,003.52
Total Program Service Expenses	\$ 57,667.94

Total Operating Expenses (Overhead including fees, memberships, postage, rent, utilities, etc.) \$ **57,667.94**

Visitor Services Revenue

Park gift shops, craft stores and concession sales	\$
Merchandise sales (e.g., plants, firewood, ice, t-shirts, hats, etc.)	\$ 1,512
Programs and Special Events (e.g., fundraising workshops, seasonal events, concerts, etc.)	\$ 3,857
Vending (e.g., drink machines, penny press, laundry, Wifi, etc.)	\$ 1,446.74
Rentals (e.g., bikes, canoe, kayak, SUPs, etc.)	\$

In-park donation boxes \$ **61**

Other visitor services revenue \$ **9,918.42**

Total Visitor Services Revenue \$ **16,795.16**

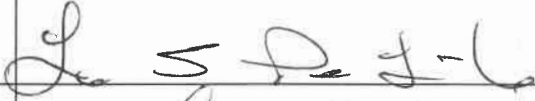

Net Assets \$ **9,717.11**

CSO AUDIT:

Total of Last Calendar Year's Expenses (including grants) \$ 57,886.95

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			6/10/2021
Park Manager			6-10-21

- 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.

Model CSO Code of Ethics – June 2014

Friends of Collier-Seminole State Park CODE OF ETHICS

PREAMBLE

- (1) It is essential to the proper conduct and operation of Friends of Collier-Seminole State Park (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 Collier-Seminole State Park 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.

Model CSO Code of Ethics – June 2014

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

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



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e-Postcard Filing Confirmation

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

OMB No. 1545-

Department of the Treasury
Internal Revenue Service**for Tax-Exempt Organization not Required to File Form 990 or 990-EZ****2020****Open to Public Ins****A** For the **2020** Calendar year, or tax year beginning **2020-01-01** and ending **2020-12-31****B** Check if available **Terminated for Business** **Gross receipts are normally \$50,000 or less****C** Name of Organization: **FRIENDS OF COLLIER-
SEMINOLE STATE PARK INC****20200 Tamiami Trail East,
Naples, FL, US, 34114****D** Employee Identific
Number **65-032922****E** Website:**F** Name of Principal Officer: **AnnaMarie Forget****4602 CR673, Bushnell, FL,
US, 33513****Privacy Act and Paperwork Reduction Act Notice:** We ask for the information on this form to carry out the Internal Revenue law administered by the Internal Revenue Service and the Department of the Treasury. 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 if 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 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. You must file your Form 990-N (e-Postcard) electronically.