



**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 Colt Creek State Park, Inc.**

Mailing Address: PO Box 2655 Lakeland, FL 33806

Telephone Number: 863-288-0317

Website Address (*required if applicable*): FriendsOfColtCreek.org

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*

Raise funds to help with park needs, improvements and enhancements

Host events to bring visitors to the park

Recruit volunteers to help with park events and projects

Partner with Park staff on projects to benefit the park

Serve as ambassadors for the park

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.

Due to COVID we only hosted one of our three "Get to Know Colt Creek State Park" events. Our annual event had gotten too big so we planned to break down all the events into three smaller events. We had pony rides, horseshoes, arts and crafts, hiking, tram rides and fishing. Approximately 175 attended.

Increased our presence on FaceBook, Sent out 4 newsletters about the park, advertised in the Horse and Pony.

We continued to improve our butterfly garden with the addition of more native plants and a lot of weeding.

We started raising money for our newest project to provide a pavilion in our primitive equestrian campground. Our original goal was \$35,000 but due to COVID the cost of materials increased so we raised the goal to \$45,000 and pushed back construction until summer of 2021.

Most events were cancelled due to COVID but we continued to volunteer in the park. We split the cost to buy 85 long leaf pines and helped to plant them in December in honor of our 85th Anniversary of the State Park system.

We sell merchandise in the ranger station and added post cards with photos of 4 different animals taken at the park by our resident photographer David White.

We held our Annual First Day Hike in January and our annual Black Friday Turkey Trek in November.

We funded the Park's Christmas Party for volunteers held outdoors with limited attendance.

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

To raise the \$45,000 necessary to construct the Equestrian Campground Pavilion and to purchase picnic tables for it and for the campground sites. To see the project to completion by the fall of 2021.

To resume our "Get to Know Colt Creek State Park" events post-COVID

To bring water out to our Butterfly garden to continue its improvement. Will fund pipe project by summer of 2021.

Exploring the possibility with the park manager of constructing a fire ring with built in seating in the main usage area of the park. Possible project for 2022.

Continue to offer merchandise for the park.

Improve our website and use of Wild Apricot for membership management.

CSO's LAST CALENDAR YEAR STATISTICS:

Total Number of CSO General Membership: 103

Total Number of Board of Directors: 5

Total Volunteer Hours for the Board of Directors (*Hours from VSys. Work with your parks' volunteer manager*): **665**

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:

Provide your perspective on

- *Changing developments of the park provided by the CSO.*
- *Effectiveness of the organization in fulfilling their purpose to support the park(s).*
- *Effectiveness of the Board of Directors in completing their Annual Program Plan.*
- *The relationship between the park and CSO What went well? Are there areas of improvement?*

Colt Creek State Park and the Friends of Colt Creek State Park have a shared perspective about our park's natural and cultural resources, and consequently a common mission, which is exhibited by a strong relationship of mutual support. The CSO's board members and volunteers contribute to volunteerism, fundraising, and outreach, all of which support various aspects of our park's goals. The CSO has built a relationship with visitors through it's social media platform, which is both current and engaging; and has provided an improved visitor experience by way of additional park amenities. The CSO earnestly demonstrated their commitment by adapting to the arising challenges of the Covid-19 pandemic to meet their goals. The Friends of Colt Creek State Park are integral to our park's success and I'm both grateful and excited for the opportunity to continue working together.

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?

The FCCSP enjoys a great working relationship with Park Manager Scott Duncan and the staff. We try to be helpful without pushing the boundaries of the role of a CSO. We are present in the park for events and workdays and try to bring volunteers with us so we don't stress park staff. We ask for help from park staff through Scott for things we can't do ourselves. We make decisions together and share a mutual respect.

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

Program Service Expenses are

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)	\$411.88
Maintenance equipment (e.g., mowers, chippers, blowers, chainsaws)	\$0
Other facilities and landscape maintenance	\$0
Vehicles (e.g., trucks/cars, UTVs, golf carts, accessible devices, etc.)	\$0
Amenities (e.g., water fountains, benches, picnic tables, recreational equipment, kiosks etc.)	\$0
Park employees or volunteers support (e.g., interns, training, uniforms, awards, or recognition)	\$84.52
Big ticket visitor center exhibits or interpretation updates	\$0
Park exhibits, displays, signage	\$0
Park publications, brochures, maps, etc.	\$0
Programing/interpretation support material purchases	\$0
Other program services	\$4,902.5
Total Program Service Expenses	\$5,398.90

Total Operating Expenses (Overhead including fees, memberships, postage, rent, utilities, etc.) **\$485.98**

Visitor Services Revenue

Park gift shops, craft stores and concession sales	\$0
Merchandise sales (e.g., plants, firewood, ice, t-shirts, hats, etc.)	\$3393.18
Programs and Special Events (e.g., fundraising workshops, seasonal events, concerts, etc.)	\$0
Vending (e.g., drink machines, penny press, laundry, Wifi, etc.)	\$1679.95
Rentals (e.g., bikes, canoe, kayak, SUPs, etc.)	\$0
In-park donation boxes	\$244.36
Other visitor services revenue	\$0.00
Total Visitor Services Revenue	\$5317.49
Net Assets	\$40,283.87

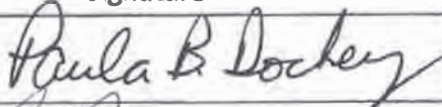
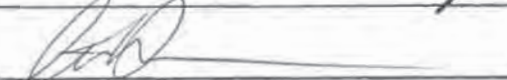
CSO AUDIT:

Total of Last Calendar Year's Expenses (including grants) \$5,884.88

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.

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.

This information is complete to the best of my knowledge pursuant to Section 20.058 Florida Statutes			
Title	Name	Signature	Date
CSO President	Paula Dockery		4-13-21
Park Manager	Scott Duncan		6-1-21

Friends of Colt Creek State Park, Inc.

CODE OF ETHICS

PREAMBLE

- (1) It is essential to the proper conduct and operation of Friends of Colt Creek State Park, 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 Colt Creek State Park, 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, award, 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.

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.

Department of the Treasury
Internal Revenue Service

for Tax-Exempt Organization not Required to File Form 9 0 or 990-EZ

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

 Terminated for Business Gross receipts are normally \$50,000 or lessC Name of Organization: FRIENDS OF COLT CREEK STATE
PARK INC

PO Box 2655, Lakeland, FL,

US, 33806

D Employee Identification

Number 46-5083225

E Website:

friendsofcoltcreek.org

F Name of Principal Officer: Paula Dockery

PO Box 2646, Lakeland, FL,

US, 33806

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 9 0-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.

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