



**Florida Department of Environmental Protection
CITIZEN SUPPORT ORGANIZATION
2023 LEGISLATIVE REPORT
(pursuant to Section 20.058 Florida Statutes)**

Friends of DeLeon Springs State Park

Citizen Support Organization (CSO) Name: _____

Mailing Address: 601 Ponce DeLeon Blvd.; DeLeon Springs, FL 32130

Telephone Number: 386-285-8430

Website Address (required if applicable): www.fdssp.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)

Our mission is to support the development and operation of the park; to support the state park mission; to organize and promote special events; to hold fund-raising events; and to complete other special projects needed 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.)

We spent 2022 rebuilding, organizing, updating, and improving after a stagnant period of non-growth from 2019 2022.

Our CSO:

- Rebuilt our membership base, increasing from 10 members January 2022 to 81 members January 2023.
- Obtained a new phone number and email address for better contact with the public.
- Created a more user-friendly member registration form.
- Created and designed a new website, based on the former website whose domain name had lapsed.
- Updated and checked accuracy of all financial records and began a ledger for treasury.

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

Our CSO plans to:

- Continue to increase our membership roster.
- Maintain and increase business partnerships and event sponsorships.
- Continue to promote and inform on social media outlets.
- Pursue further relationships with service groups, local tourism organizations, and local leaders.
- Involve more people, especially members, in volunteer work in the park.
- Continue our successful relationship with the Heritage Plant Nursery, and our partnership with the DeLeon Springs Garden Club members who volunteer at the nursery.
- Continue our successful relationship with DeLeon Springs Community Association.

CSO's LAST CALENDAR YEAR STATISTICS:

Total Number of CSO General Membership:

Total Number of Board of Directors:

Total Volunteer Hours for the Board of Directors (From VSys - Work with your parks' volunteer manager):

PARK & CSO RELATIONSHIP:

Do not duplicate by describing accomplishments and contributions in the summary. Brag in the above Results Obtained. Below, describe the relationship.

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?

The CSO has been doing wonderfully under their new leadership, in particular the new President, Sharon Pinder. The memberships have increased significantly and I can tell that the board and Sharon are taking the CSO to the much needed next level. Revenue has gone up and the CSO has provided assistance with events such as our 40th Anniversary Celebration, The DeLeon Dunk and the kids fishing tournament, just to name a few. The relationship between the park and CSO has been great and we do our best to help one-another out. Sharon keeps our team and her team moving forward always. She is a great leader.

The park is starting to conduct more programs due the assistance and support of the CSO. Sharon has worked hard recruiting new members so that we have new perspectives and new ideas floating across the table. We are also saving up funds to purchase a new UTV that is desperately needed. Our revenue has gone up significantly!

The Board of Directors works well together in completing their Annual Program Plan. When a goal is established, they move forward full throttle to achieve it.

In summation, our relationship only gets stronger as time goes by. I assist with the agency rules and regulations and we come up with ideas together that will improve the park in all facets. Sharon Pinder is a great President and she makes things happen!

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?

Park Manager Rene Acuña is very involved in the work of our CSO. Rene and I have a great working relationship, meeting at least once a month, and keeping in touch digitally throughout each week. He provides advice and guidance, and attends all our meetings and functions. He also enthusiastically supports our events and programs, and is easy to work with. Rene informs me of the many things I am still trying to learn about CSOs and state parks such as requirements, chain of command, and expectations. He encourages the CSO board members and holds them accountable to be more involved in individual volunteer work, both for the park and for the CSO and board. With Rene's help and support, the CSO board is healthy and productive, and the members are involved and happy with the CSO. I look forward to continuing to work alongside Rene to achieve the goals of our CSO.

SUMMARIZE FINANCIAL ACTIVITY FOR LAST CALENDAR YEAR, DIRECT PARK(S) SUPPORT & REVENUES:

Program Services are costs related to providing your organizations' programs or services in accordance with your mission. Describe and provide expenses that directly support the park(s). For established nonprofit organizations, program service expenses generally represent most of the overall expenses of the organization. For the last calendar year provide the total \$ for each that apply. Do not use commas.

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)	\$ 468.54
Other facilities and landscape maintenance	\$ 1116.07
Vehicles (e.g., trucks/cars, UTVs, golf carts, accessible devices, etc.)	\$
Amenities (e.g., water fountains, benches, picnic tables, recreational equipment, kiosks etc.)	\$
Park employees or volunteers support (e.g., interns, training, uniforms, awards, or recognition)	\$
Big ticket visitor center exhibits or interpretation updates	\$
Park exhibits, displays, signage	\$
Park publications, brochures, maps, etc.	\$ 450.00
Programing/interpretation support material purchases	\$
Other program services	\$ 946.07
Total Program Service Expenses	\$ 2980.68

Visitor Services Revenue are revenues and the sources generated from fundraising on park property. Do not use commas.

Park gift shops, craft stores, and concession sales	\$
Merchandise sales (e.g., plants, firewood, ice, t-shirts, hats, etc.)	\$ 3564.00
Programs and Special Events (e.g., fundraising workshops, seasonal events, concerts, etc.)	\$
Vending (e.g., drink machines, penny press, laundry, Wifi, etc.)	\$ 203.00
Rentals (e.g., bikes, canoe, kayak, SUPs, etc.)	\$
In-park donation boxes	\$ 1539.41
Other visitor services revenue	\$
Total Visitor Services Revenue	\$ 5306.41

NET ASSETS: \$

Organizations end of last year's Total Assets minus Total Liabilities. This is not the above's Visitor Service Revenue minus Program Service Expenses.

CSO AUDIT THRESHOLD:

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

Are the CSO's annual total expenses \$300,000 including grants? Then Section 215.981(2), Florida Statute requires an independent CPA audit using Government Audit Standards ([U.S. GAO Yellow Book](#)). 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.

CONFIRM ATTACHMENTS:

- Code of Ethics
- 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 complete 990 and schedules.

2023 CSO Legislative Report Acknowledgement

This information is complete to the best of my knowledge pursuant to Section 20.058 Florida Statutes

Signature: Sharon Pinder

Print name: Sharon Pinder, CSO President
Friends of DeLeon Springs State Park, Inc.

Date: 05/18/2023

Signature: Rene Acuna

Print name: Rene Acuna, Park Manager

Date: 05/30/2023

FRIENDS OF DELEON SPRINGS STATE PARK, INC

CODE OF ETHICS

PREAMBLE

It is essential to the proper conduct and operation of FRIENDS OF DELEON SPRINGS STATE PARK, INC

- (1) (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.

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 DELEON SPRINGS STATE PARK, INC

- (2) 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.

FRIENDS OF DELEON SPRINGS STATE PARK, INC
CODE OF ETHICS

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 990 or 990-EZ

2022

Open to Public Inspection

A For the 2022 Calendar year, or tax year beginning 2022-01-01 and ending 2022-12-31

B Check if available

- Terminated for Business
 Gross receipts are normally \$50,000 or less

C Name of Organization: FRIENDS OF DELEON SPRINGS
STATE PARK INCD Employee Identification
Number 58-1959138601 PONCE DELEON BLVD,
DE LEON SPGS, FL, US,
32130

E Website:

Friends of DeLeon Springs State ParkF Name of Principal Officer: Sharon Pinder399 Cordova Avenue,
DeLeon Springs, FL, US,
32130

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.