



**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 the Islamorada Area State Parks

Mailing Address: 77200 Overseas Highway, Islamorada, Florida 33036

Telephone Number: 305-664-4339

Website Address (required if applicable): N/A

Check to confirm your Code of Ethics is posted conspicuously on your website. (N/A)

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 Friends of the Islamorada Area State Parks, Inc. is a volunteer, non-profit, citizen's support organization created to generate public awareness, education, financial support, preservation, and maintenance of our local State parks.

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.

The Covid19 pandemic suppressed our activities. Events were cancelled, Hurricane Irma impact improvements were delayed.

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

Park events (Lignumvitae/Indian Key and Long Key State Park) continue to be impacted by Hurricane Irma since the fall of 2017. As park repairs are progressing toward completion, i.e. dock repairs/replacements, access will then be available at these parks. Covid19 pandemic has also suppressed events and they are being planned for late 2021 and beyond. Expansion of Park events will occur; participation in community events will resume, promoting our parks and our organization; expand our membership; expand Board membership; continue to support and work with our Park managers to promote their/our parks and assist them in any projects they endorse; increase books sales.

CSO's LAST CALENDAR YEAR STATISTICS:

Total Number of CSO General Membership: 130

Total Number of Board of Directors: 6

Total Volunteer Hours for the Board of Directors (Hours from VSys. Work with your parks 'volunteer manager): 273.3

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?

All our Parks' financial needs have been met satisfactorily by the Friends of Islamorada Area State Parks. With the strictures of the Covid19 pandemic, none of us have been able to move forwards significantly with our annual Program plans. As things open back up and repairs to Parks are completed, we foresee a successful return to our former programs over time. Our major area needing improvement is the search for and placement of new Board members since time constraints and health issues have begun to thin the ranks somewhat. The Board President and the Park Managers are working together to seek out new participants and feel confident that we will be able to get the Board revitalized with new members.

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?

Last year's Covid19 pandemic prevented us from activities that give our Board and membership momentum. I take some of the responsibility upon myself as I did not initiate resources such as virtual technology. I feel as though our Friends group lost momentum and stagnated in this uncertain time. Repairs following Hurricane Irma also came to a standstill due to the pandemic domino effect.

I feel as though there is good communication with the Park managers. A new Park Manager for Lignumvitae/Windley/Indian/Overseas Heritage Trail joined us shortly before the pandemic began, in early 2020 and has brought new guidance, support, and enthusiasm.

With the possibility for at least outdoor events starting in late 2021 and moving forward to some more normalization in early 2022, I foresee the upcoming year with more confidence in decreased health concerns and easing of restrictions due to the pandemic. Face-to-face meetings are always the best.

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.

BROCHURES	\$250
OFFICE FURNITURE.	183
AUTO PPARTS.	58
AUDIO/VIDEO EQUIP.	752
TOTAL.	\$1,243

Visitor Services Revenue: none Visitor Center not open

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	Karen Sutherland		06/03/2021
Park Manager	Lu E. Dodson		06/03/2021

CSO's Code of Ethics is attached

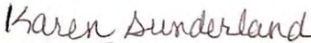
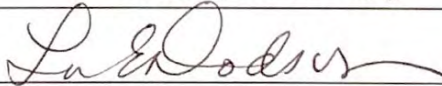
CSO has attached the most recent Internal Revenue Service (IRS) Form 990, 990-EZ, or 990-N Receipt. All IRS Form 990's must be complete with Part III Program Service and all appropriate Schedules (A, O and others as appropriate). If filing an IRS extension, attach the IRS 8868 receipt and the most recent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

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**FRIENDS OF THE ISLAMORADA AREA STATE PARKS, INC
CODE OF ETHICS
JUNE 2020**

PREAMBLE

- (1) It is essential to the proper conduct and operation of Friends of the Islamorada Area State Parks, 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 the Islamorada Area State Parks, 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.

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.

Publication 78 Data ⓘ

Organizations eligible to receive tax-deductible charitable contributions. Users may rely on this list in determining deductibility of their contributions.

On Publication 78 Data List: Yes

Deductibility Code: PC

Form 990-N (e-Postcard) ⓘ

Organizations who have filed a 990-N (e-Postcard) annual electronic notice. Most small organizations that receive less than \$50,000 fall into this category.

Tax Year 2020 Form 990-N (e-Postcard)		
Tax Period: 2020 (01/01/2020 - 12/31/2020)	Mailing Address: PO Box 236 Islamorada, FL 33036 United States	Gross receipts not greater than: \$50,000
EIN: 65-0028954	Principal Officer's Name and Address: Karen Sunderlad PO Box 236 Islamorada, FL 33036 United States	Organization has terminated: No
Legal Name (Doing Business as): Friends Of The Islamorada Area State Parks Inc		Website URL:
Tax Year 2019 Form 990-N (e-Postcard)		
Tax Year 2018 Form 990-N (e-Postcard)		
Tax Year 2017 Form 990-N (e-Postcard)		
Tax Year 2016 Form 990-N (e-Postcard)		
Tax Year 2013 Form 990-N (e-Postcard)		
Tax Year 2012 Form 990-N (e-Postcard)		