



**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 Lake Louisa State Park, Inc.

Mailing Address: 7305 US Hwy 27, Clermont FL 34714

Telephone Number: 352-394-3969

Website Address (*required if applicable*): <https://llsp.wildapricot.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: As a non-profit organization, The Friends relies on members, volunteers, and donations to fulfill its mission to enhance the park and actively engage community support and to aid Lake Louisa State Park in its ongoing mission the provide resource-based recreation, promote public awareness of the environment, and restore native habitats.

Describe Last Calendar Year's Results Obtained: 2020 was a rough year for the Friends of Lake Louisa State Park, as for many throughout the world. We did have a successful Poochpalooza before the COVID shut down events.

Poochpalooza brought 800 guests into the park to learn about opportunities available to enjoy with their dogs, children, or just a place to get away from the city and enjoy nature. Once COVID shut down events we were basically on call for any financial assistance that the park might need. Although we were not able to have our normal events to raise funds of the park, when a request to fix the bridge over Big Creek was made, we jumped right on Facebook to create a Fundraiser and make the bridge a reality. Our dedicated community was there to support us.

We have very dedicated volunteers who have kept up our ADA accessible butterfly native garden thriving. The garden is located at the front of the park to allow all visitors to enjoy, learn from, and become emersed in nature.

Once the park reopened, to continue creating income, we had a "Do it your Way 5K". This virtual 5K was released in May 2020 and has been continued through availability at the Ranger Station. Stop by Lake Louisa State Park and get your "Do it your Way 5K" T-shirt and medal. Tony the Tortoise in his Running shoes and mask are adorable on the 5K T-shirt. Supplies are limited.

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

- Continue events that the Park sees as beneficial such as, Poochpalooza, Nature Fest, Volunteer Day, Annual 5K, Speaker Series, Fishing Clinic, Haunted Hike, holiday food drive for the community and Virtual 5K.
- Create a permanent Historical Display of Lake Louisa State Park with the partnership of the park staff.
- Update our website to reflect current trends. Create a new domain since ours was stolen in 2020.

- Increase membership through social media, new brochures, and increased advertising of the benefits.
- Create an “Adopt a Burrow” project. Partnering with the park manager to bring more attention to the importance the gopher tortoise as a keystone species.
- Continue to support the park financially as needed.
- Rebuild the Board of Directors and look to get new people in the community involved.

CSO’s LAST CALENDAR YEAR STATISTICS:

Total Number of CSO General Membership: 22 (reduce from website issues for renewals)

Total Number of Board of Directors: 4 board members as of May 202. We lost 3 BOD last year due to COVID restriction/health concerns

Total Volunteer Hours for the Board of Directors (*Hours from VSys. Work with your parks’ volunteer manager*): 179.5

PARK & CSO RELATIONSHIP:

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

The FLLSP’s board of directors has maintained a high level of support, operational integrity and perspective given the events of the prior year. They continue to support the park’s operational needs and are always available when needed. They planned for events even prior to those events being allowed to occur which has allowed them to hit the ground running now that restrictions have been lifted. They have also continued recruitment efforts via online platforms that have also served to keep people informed to what’s going on with the organization.

The BOD has also been effective in completing their annual program plan this year. The median age of our BOD and members is significantly lower than other groups and they continue to dedicate a significant amount of time to the FLLSP even though most are still working full time and/or have other family obligations. They have also given a significant amount of consideration to their annual program plan, adapting it given the unique circumstances of the last year.

The relationship between the park and CSO continues to thrive and we enjoy the bond of a shared mission.

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

The Friends of Lake Louisa State Park has gone through many adjustments in the past 3 years. We are still trying to determine where we as a group fit and can be the most beneficial within the park.

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	\$ 4,229.29
Cultural resources (e.g., historic structure restoration/ renovation)	\$ 0
Natural resources (e.g., native plants, natural lands restoration)	\$ 0
Maintenance equipment (e.g., mowers, chippers, blowers, chainsaws)	\$ 139.01
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.)	\$ 89.04
Park employees or volunteers support (e.g., interns, training, uniforms, awards, or recognition)	\$ 100
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 \$ 4,251.66
 Other program services \$ 0
Total Program Service Expenses \$ 8,809.00

Total Operating Expenses (Overhead including fees, memberships, postage, rent, utilities, etc.) **\$ 1,571.68**

Visitor Services Revenue

Park gift shops, craft stores and concession sales \$ 0
 Merchandise sales (e.g., plants, firewood, ice, t-shirts, hats, etc.) \$ 1,909.00
 Programs and Special Events (e.g., fundraising workshops, seasonal events, concerts, etc.) \$ 3,019.00
 Vending (e.g., drink machines, penny press, laundry, Wifi, etc.) \$ 0
 Rentals (e.g., bikes, canoe, kayak, SUPs, etc.) \$ 0
 In-park donation boxes \$ 7,063.47
 Other visitor services revenue \$ 215.00
Total Visitor Services Revenue \$ 12,206.47
Net Assets See below

Investment Income \$3,314.79

Net Assets \$5,140.58

CSO AUDIT:

Total of Last Calendar Year's Expenses (including grants) \$ 10,380.68

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	Christy V Conk	<i>Christy V Conk</i>	04/01/2021
Park Manager	Rachel Nunlist	<i>R. Nunlist</i>	06/08/2021

- 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.

President, Christy Conk 2255 Majestic Eagle Circle, Clermont, FL 34714
 352-250-4499 ChristyLLSP@cfl.rr.com

Treasurer, Laura Bork 1290 North Ridge Blvd Apt 1411
 716-704-5515 BorkLaura@gmail.com

Secretary, Amy Schulz 2255 Majestic Eagle Circle, Clermont FL 34714
 352-250-4801 AmySchulz@cfl.rr.com

Board Member, Debbie Small 10240 Dwights Rd, Clermont, FL 34714
 321-231-3718 debbie.weber@disney.com

Model CSO Code of Ethics – March 2016

Friends of Lake Louisa State Park, Inc. CODE OF ETHICS

PREAMBLE

- (1) It is essential to the proper conduct and operation of Friends of Lake Louisa 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 Lake Louisa 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, 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 – March 2016

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.



Confirmation

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Your Form 990-N(e-Postcard) has been submitted to the IRS

- **Organization Name:** FRIENDS OF LAKE LOUISA STATE PARK INC
- **EIN:** 593703043
- **Tax Year:** 2020
- **Tax Year Start Date:** 01-01-2020
- **Tax Year End Date:** 12-31-2020
- **Submission ID:** 10065520210824443502
- **Filing Status Date:** 03-23-2021
- **Filing Status:** Pending

Note: [Print](#) a copy of this filing for your records. Once you leave this page, you will not be able to do so.

MANAGE FORM 990-N SUBMISSIONS