



**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 O'Leno, Inc.

Mailing Address: PO Box 2879, High Springs, Fl. 32655

Telephone Number: 386-454-1853

Website Address (*required if applicable*): friendsofleno.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:**

It is our mission to support O'Leno State Park and River Rise Preserve State Park by fundraising, conducting recreational and educational events, by promoting academic and archeological research, and by helping to maintain and preserve natural, cultural & historical resources.

**Describe Last Calendar Year's Results Obtained:**

We started 2020 with our best Race the Tortoise 5K since its inception. The addition of a freshly-prepared pancake breakfast for runners was extremely popular, and many runners purchased additional tickets for family and friends to join them while the awards ceremony proceeded. Our net profit reached just under \$2,400, an increase of 16% over the previous year.

Despite the fact that the remaining events for the year had to be cancelled due to COVID, our firewood sales efforts brought in just under \$2,700 of profit in addition to revenue from the sale of O'Leno State Park souvenirs.

Membership was stable at 42 voting members with dues revenue of \$565. And just under \$100 of unsolicited donations were received.

Our financial support to the park included materials for repair of the roof trusses, and a new metal roof on the Nature Center, a replacement AC/Heat window unit for the Nature Center, two metal carports to house the firewood splitter and keep the split wood dry, repair of an alternator, and continued support of the animal ambassadors until they were rehomed to Homosassa Springs State Park. Replacement tires were provided for our little CSO tractor as well allowing it to continue grooming the tighter driveways through some camping areas.

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

Friends of O'Leno is looking forward to continue bringing revenue and visitors to O'Leno & River Rise Preserve State Parks through our locally well-known regular events: the Race the Tortoise 5K, the O'Leno Ole Chili Cookoff, possibly in partnership with Alachua County EPD Springs Celebration as in past years, and the River Rise Poker Chip Ride.

We are also rolling out a new event this year to increase park visitation called "Art in the Park", a photo competition calling for digital entries of photographs taken at O'Leno or River Rise State Parks. Prizes will be awarded.

We are also in the process of exploring interior renovation ideas for the Nature Center, and giving it a fresh new look in keeping with the Parks plans for interpretive development, and honoring the historic character of the building. A UF Interior Design graduate student is currently working on a presentation of her ideas.

And of course, all of this takes volunteers. With our membership represented more and more by retirees these days, discussion and exploration has begun on how to develop recruitment tactics for a younger demographic, and build membership for future support of the park.

**CSO's LAST CALENDAR YEAR STATISTICS:**

**Total Number of CSO General Membership: 42**

**Total Number of Board of Directors: 10**

**Total Volunteer Hours for the Board of Directors: 119**

**PARK & CSO RELATIONSHIP:**

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

- The CSO has assisted in the production of firewood for campers by providing a log splitter, and metal storage buildings for split fire wood.
- The CSO has assisted in providing materials to improve park structures such as flooring for the park interview room, and the metal roof for the park's nature center.
- The CSO effectively produced this year's annual program plan.
- The relationship between the park and the CSO is decent. More involvement from CSO members in areas would be desirable.

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

As 2020 comes to a close we have experienced one of the most trying times in our history. The health crisis created many hardships that we were fortunate to withstand. Our normal event schedule was obviously curtailed along with a major part of our revenue stream.

A big "thank you" to park management and staff for recommending weather protection for our firewood and log splitter. The firewood sales are instrumental in making much-needed improvements such as the new metal roof for the Nature Center. We have more improvements planned for the interior, keeping the historical traditions of our park in mind.

Our membership numbers are holding steady. We continue to have a good core of volunteers to be able to sponsor our regular upcoming events, and some new ones as well.

The Friends of O’Leno perseveres in seeking new ways to improve the park experience for visitors, and stay aware of the parks’ needs.

**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 total \$\$ for each that apply.

Building improvement, construction or renovations	\$4579.00
Cultural resources (e.g., historic structure restoration/ renovation)	\$2273.99
Natural resources (e.g., native plants, natural lands restoration)	\$
Maintenance equipment (e.g., mowers, chippers, blowers, chainsaws)	\$259.00
Other facilities and landscape maintenance	\$
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	\$410.50
Park publications, brochures, maps, etc.	\$
Programing/interpretation support material purchases	\$
Other program services	\$5552.28
<b>Total Program Service Expenses</b>	<b>\$13,074.77</b>
<b>Total Operating Expenses</b> (Overhead including fees, memberships, postage, rent, utilities, etc.)	<b>\$1478.13</b>

**Visitor Services Revenue**

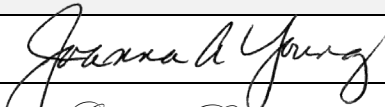

Park gift shops, craft stores and concession sales	\$
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Merchandise sales (e.g., plants, firewood, ice, t-shirts, hats, etc.)	\$3350.00
Programs and Special Events (e.g., fundraising workshops, seasonal events, concerts, etc.)	\$7702.75
Vending (e.g., drink machines, penny press, laundry, Wifi, etc.)	\$17.66
Rentals (e.g., bikes, canoe, kayak, SUPs, etc.)	\$
In-park donation boxes	\$93.51
Other visitor services revenue	722.81
<b>Total Visitor Services Revenue</b>	<b>\$11,886.73</b>
<b>Net Assets</b>	<b>\$2666.17</b>

**CSO AUDIT:**

**Total of Last Calendar Year's Expenses (including grants) \$13,074.77**

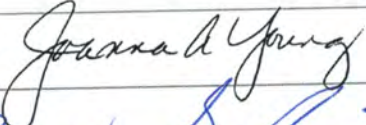

Section 215.981(2), Florida Statute requires an independent CPA audit using Government Audit Standards ([U.S. GAO Yellow Book](#)) when the CSOs annual expenses are \$300,000 including grants. The audit is **due by September 1** (9 months after the CSO's calendar year ends) to the Florida Auditor General and to the Department.

This information is complete to the best of my knowledge pursuant to Section 20.058 Florida Statutes		
Title	Name	Date
CSO President	Joanna Young 	6/4/2021
Park Manager	George Paxton 	6/28/2021

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.

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

Title	Name	Signature	Date
CSO President	Joanna Young		6/4/2021
Park Manager	GEORGE PAXSON		6/7/21

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# Model CSO Code of Ethics – June 2014

## Friends of O’Leno, Inc. CODE OF ETHICS

### PREAMBLE

- (1) It is essential to the proper conduct and operation of the Friends of O’Leno, 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 the Friends of O’Leno, 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 – 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 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.

*Adopted August 15, 2014.*



## Confirmation

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

- **Organization Name:** FRIENDS OF OLENO INC
- **EIN:** 593035729
- **Tax Year:** 2020
- **Tax Year Start Date:** 01-01-2020
- **Tax Year End Date:** 12-31-2020
- **Submission ID:** 10065520211344660115
- **Filing Status Date:** 05-14-2021
- **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**