



Florida Department of Environmental Protection

CITIZEN SUPPORT ORGANIZATION

2015 REPORT

(pursuant to Florida Statute 20.058)

Citizen Support Organization (CSO) Name: Friends of Pensacola State Parks

Mailing Address: 12301 Gulf Beach Hwy, Pensacola FL, 32507

Telephone Number: 850-554-5716

Website Address (if applicable): 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.

Brief Description of the CSO's Mission:

The Friends of Pensacola State Parks, Inc. is a not-for profit organization dedicated to generating support for Big Lagoon State Park, Perdido Key State Park and Tarkiln Bayou State Park. The focus of the organization is to provide assistance and seek funds for park needs. The scope of the activities include but is not restricted to: supporting the park and staff in their activities, special projects, and park operations; along with educational/interpretive programming and other activities that foster an understanding and appreciation for nature and the environment.

Brief Description of the CSO's Results Obtained:

- New Wilderness graphic signs purchased.
- Repairs on UTV
- Assisted with 1st Annual Piratefest

Brief Description of the CSO's Plans for Next Three Fiscal Years:

1. Continue to recruit new members.
2. Be involved with the Pirate Fest.
3. First ever park Zombie Run for Halloween
4. Supply materials to rebuild a board walk in the campground.
5. Submit a engineering plans for new floating dock,
6. Continue providing firewood for sale in the campground.
7. First ever Key Lime Pie Festival
8. New T-shirt designs
9. Purchase new fleet vehicle for park use

- Copy of the CSO's Code of Ethics attached (*Model provided; see CSO 2014 instructions*)
- Certify the CSO has completed and provided to the Department the organization's most recent Internal Revenue Service (IRS) Form 990, 990-EZ, or 990-N/Annual Financial Statement

Friends of Pensacola State Parks, Inc.
CODE OF ETHICS

PREAMBLE

- (1) It is essential to the proper conduct and operation of Friends of Pensacola 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 CSO 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

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.

Florida Department of

Memorandum **Environmental Protection**

TO: Daniel Jones, Bureau Chief
District 1 Administration

THROUGH: Carmen McDonald, PPDS
District 1 Administration

FROM: Geoffrey Davidson, Park Manager
Big Lagoon State Park

SUBJECT: Friends of Pensacola State Parks, Inc.

Dear Danny,

I would like to take this opportunity to advise you of the accomplishments of the Friends of Pensacola State Park, Inc. during the year 2014. Through the sales of tee-shirts and firewood, the group showed a net profit of \$1,341.42 and currently have a total assets balance of \$66,521.58

During this calendar year (2014), the CSO purchase interpretive signs from Wilderness Graphics and repaired an ATV and UTV.

The CSO continues to recruit new members and consider new ideas for events and fund raising.

Thank you

**Geoffrey Davidson, Park Manager
Big Lagoon, Tarkiln Bayou Preserve and Perdido Key State Parks**

Cc: Friends of Pensacola State Parks, Inc.

June 22, 2015

TO: Geoffrey Davidson
Park Manager, Big Lagoon, Perdido Key,

FROM: Dan Hoffman
President, Friends of Pensacola State Parks, Inc.

SUBJECT: Prior Year 2015 - CSO Goals and Objectives

Pensacola State Parks

With the new board - came a new set of Goals and Objectives suggested by the Park Management. We tackled these with enthusiasm and overall have seen a great deal of progress.

Friends buy and sell firewood and sell T-shirts and patches.

Friends repaired the park UTV for park projects.

May 2015 Friends sponsored a business afterhours at the Governors Pavilion with the Perdido Key Chamber to spark some new interest.

Friends sold food and water to raise money for the park at the Piratefest.

Friends paid in full Wilderness Graphics for signs.

Continuing to expand support for all units managed by Pensacola State Parks

Schedule annual membership meeting, distribute CSO brochures to rental agencies, hotels, chamber, and other outlets.

We will continue to expand CSO sponsored programs.

Dan Hoffman
President
Friends of Pensacola State Parks
dan@pensacolapc.com

850-341-0971

For Dep Only

Form **990-EZ**

Short Form
Return of Organization Exempt From Income Tax

OMB No. 1545-1150

2014

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

▶ Do not enter social security numbers on this form as it may be made public.
▶ Information about Form 990-EZ and its instructions is at www.irs.gov/form990.

A For the 2014 calendar year, or tax year beginning Jun 1, 2014, and ending Dec 31, 20

B Check if applicable:
 Address change
 Name change
 Initial return
 Final return/terminated
 Amended return
 Application pending

C Name of organization: **Freinds of Pensacola State Parks, Inc**
 Number and street (or P.O. box, if mail is not delivered to street address) Room/suite
12301 Gulf Beach Highway
 City or town, state or province, country, and ZIP or foreign postal code
Pensacola FL 32507

D Employer identification number: **59-3224820**

E Telephone number: **850-492-1595**

F Group Exemption Number ▶

G Accounting Method: Cash Accrual Other (specify) ▶

H Check if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).

I Website: ▶

J Tax-exempt status (check only one) - 501(c)(3) 501(c) () ◀ (insert no.) 4947(a)(1) or 527

K Form of organization: Corporation Trust Association Other

L Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B) below) are \$500,000 or more, file Form 990 instead of Form 990-EZ. ▶ \$ **3308.37**

Part I		Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I)		
		Check if the organization used Schedule O to respond to any question in this Part I <input checked="" type="checkbox"/>		
Revenue	1	Contributions, gifts, grants, and similar amounts received	1	
	2	Program service revenue including government fees and contracts	2	
	3	Membership dues and assessments	3	360
	4	Investment income	4	7.54
	5a	Gross amount from sale of assets other than inventory	5a	2476
	b	Less: cost or other basis and sales expenses	5b	2875
	c	Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a)	5c	-399
	6	Gaming and fundraising events		
	a	Gross income from gaming (attach Schedule G if greater than \$15,000)	6a	
	b	Gross income from fundraising events (not including \$ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000)	6b	1258.25
c	Less: direct expenses from gaming and fundraising events	6c	433.37	
d	Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c)	6d	824.88	
7a	Gross sales of inventory, less returns and allowances	7a	778	
b	Less: cost of goods sold	7b		
c	Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)	7c	778	
8	Other revenue (describe in Schedule O)	8		
9	Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8	9	1341.42	
Expenses	10	Grants and similar amounts paid (list in Schedule O)	10	
	11	Benefits paid to or for members	11	
	12	Salaries, other compensation, and employee benefits	12	
	13	Professional fees and other payments to independent contractors	13	
	14	Occupancy, rent, utilities, and maintenance	14	
	15	Printing, publications, postage, and shipping	15	10746.81
	16	Other expenses (describe in Schedule O)	16	839.86
17	Total expenses. Add lines 10 through 16	17	11586.67	
Net Assets	18	Excess or (deficit) for the year (Subtract line 17 from line 9)	18	-10245.25
	19	Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)	19	76766.83
	20	Other changes in net assets or fund balances (explain in Schedule O)	20	
	21	Net assets or fund balances at end of year. Combine lines 18 through 20	21	66521.58

Part II Balance Sheets (see the instructions for Part II)
 Check if the organization used Schedule O to respond to any question in this Part II

	(A) Beginning of year	(B) End of year
22 Cash, savings, and investments	76766.83	66521.58
23 Land and buildings		
24 Other assets (describe in Schedule O)		
25 Total assets	76766.83	66521.58
26 Total liabilities (describe in Schedule O)		
27 Net assets or fund balances (line 27 of column (B) must agree with line 21)	76766.83	66521.68

Part III Statement of Program Service Accomplishments (see the instructions for Part III)
 Check if the organization used Schedule O to respond to any question in this Part III

What is the organization's primary exempt purpose? **See Schedule O**

Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

	Expenses (Required for section 501(c)(3) and 501(c)(4) organizations; optional for others.)
28 ATV repairs _____ _____ (Grants \$ _____) If this amount includes foreign grants, check here <input type="checkbox"/>	28a 274
29 Environmental Education _____ _____ (Grants \$ _____) If this amount includes foreign grants, check here <input type="checkbox"/>	29a 10737.01
30 _____ _____ (Grants \$ _____) If this amount includes foreign grants, check here <input type="checkbox"/>	30a
31 Other program services (describe in Schedule O) (Grants \$ _____) If this amount includes foreign grants, check here <input type="checkbox"/>	31a
32 Total program service expenses (add lines 28a through 31a)	32 11011.01

Part IV List of Officers, Directors, Trustees, and Key Employees (list each one even if not compensated—see the instructions for Part IV)
 Check if the organization used Schedule O to respond to any question in this Part IV

(a) Name and title	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC) (if not paid, enter -0-)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
A. Daniel Hoffman President	4	0	0	0
Andrew Raines Vice President	1	0	0	0
Victoria Haney Treasurer	4	0	0	0
Patty Barker Secretary	2	0	0	0
Gloria Miller Membership chairperson	2	0	0	0
Dean Hoffman Trustee	2	0	0	0

Part V Other Information (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V) Check if the organization used Schedule O to respond to any question in this Part V

	Yes	No
33 Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O		✓
34 Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O (see instructions)	✓	
35a Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)?		✓
b If "Yes," to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O		
c Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III		
36 Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N		✓
37a Enter amount of political expenditures, direct or indirect, as described in the instructions ▶ 37a _____		
b Did the organization file Form 1120-POL for this year?		✓
38a Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return?		✓
b If "Yes," complete Schedule L, Part II and enter the total amount involved		
39 Section 501(c)(7) organizations. Enter:		
a Initiation fees and capital contributions included on line 9		
b Gross receipts, included on line 9, for public use of club facilities		
40a Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911 ▶ _____ ; section 4912 ▶ _____ ; section 4955 ▶ _____		
b Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I		✓
c Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958 ▶ _____		
d Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line 40c reimbursed by the organization ▶ _____		
e All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T		✓
41 List the states with which a copy of this return is filed ▶ _____		
42a The organization's books are in care of ▶ _____ Telephone no. ▶ _____ Located at ▶ _____ ZIP + 4 ▶ _____		
b At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)? If "Yes," enter the name of the foreign country: ▶ _____ See the instructions for exceptions and filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		✓
c At any time during the calendar year, did the organization maintain an office outside the U.S.? If "Yes," enter the name of the foreign country: ▶ _____		✓
43 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 —Check here and enter the amount of tax-exempt interest received or accrued during the tax year ▶ 43 _____ <input type="checkbox"/>		
44a Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ		✓
b Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ		✓
c Did the organization receive any payments for indoor tanning services during the year?		✓
d If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O		✓
45a Did the organization have a controlled entity within the meaning of section 512(b)(13)?		✓
b Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ (see instructions)		✓

46 Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I

	Yes	No
46		✓

Part VI Section 501(c)(3) organizations only

All section 501(c)(3) organizations must answer questions 47-49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI

47 Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II

	Yes	No
47		✓

48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E

	Yes	No
48		✓

49a Did the organization make any transfers to an exempt non-charitable related organization?

	Yes	No
49a		✓

b If "Yes," was the related organization a section 527 organization?

	Yes	No
49b		

50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and title of each employee	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation

f Total number of other employees paid over \$100,000 ▶ _____

51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

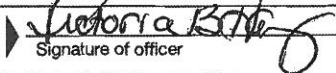
(a) Name and business address of each independent contractor	(b) Type of service	(c) Compensation

d Total number of other independent contractors each receiving over \$100,000 ▶ _____

52 Did the organization complete Schedule A? **Note.** All section 501(c)(3) organizations must attach a completed Schedule A **Yes** **No**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here

 Signature of officer	6/19/2015 Date
Victoria B. Haney, Treasurer Type or print name and title	

Paid Preparer Use Only

Print/Type preparer's name	Preparer's signature	Date	Check <input type="checkbox"/> if self-employed	PTIN
Firm's name ▶				Firm's EIN ▶
Firm's address ▶				Phone no.

May the IRS discuss this return with the preparer shown above? See instructions **Yes** **No**

SCHEDULE A
(Form 990 or 990-EZ)

Public Charity Status and Public Support

OMB No. 1545-0047

2014

Department of the Treasury
Internal Revenue Service

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

▶ Attach to Form 990 or Form 990-EZ.

▶ Information about Schedule A (Form 990 or 990-EZ) and its instructions is at www.irs.gov/form990.

Open to Public Inspection

Name of the organization

Employer identification number

Part I Reason for Public Charity Status (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 11, check only one box.)

- 1 A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i)**.
- 2 A school described in **section 170(b)(1)(A)(ii)**. (Attach Schedule E.)
- 3 A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii)**.
- 4 A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii)**. Enter the hospital's name, city, and state: _____
- 5 An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv)**. (Complete Part II.)
- 6 A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v)**.
- 7 An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 8 A community trust described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 9 An organization that normally receives: (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions—subject to certain exceptions, and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2)**. (Complete Part III.)
- 10 An organization organized and operated exclusively to test for public safety. See **section 509(a)(4)**.
- 11 An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2)**. See **section 509(a)(3)**. Check the box in lines 11a through 11d that describes the type of supporting organization and complete lines 11e, 11f, and 11g.
 - a **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
 - b **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
 - c **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
 - d **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
 - e Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
 - f Enter the number of supported organizations
 - g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1–9 above or IRC section (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
(A)						
(B)						
(C)						
(D)						
(E)						
Total						

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ►	(a) 2010	(b) 2011	(c) 2012	(d) 2013	(e) 2014	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3						
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4.						

Section B. Total Support

Calendar year (or fiscal year beginning in) ►	(a) 2010	(b) 2011	(c) 2012	(d) 2013	(e) 2014	(f) Total
7 Amounts from line 4						
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources						
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
11 Total support. Add lines 7 through 10						
12 Gross receipts from related activities, etc. (see instructions)					12	
13 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here						<input type="checkbox"/>

Section C. Computation of Public Support Percentage

14 Public support percentage for 2014 (line 6, column (f) divided by line 11, column (f))	14	%
15 Public support percentage from 2013 Schedule A, Part II, line 14	15	%
16a 33 1/3% support test—2014. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
b 33 1/3% support test—2013. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
17a 10%-facts-and-circumstances test—2014. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
b 10%-facts-and-circumstances test—2013. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions		<input type="checkbox"/>

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 9 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ▶	(a) 2010	(b) 2011	(c) 2012	(d) 2013	(e) 2014	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")					180	
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose					4512.25	
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 Total. Add lines 1 through 5					4692.25	4692.25
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year						
c Add lines 7a and 7b						
8 Public support (Subtract line 7c from line 6.)						4692.25

Section B. Total Support

Calendar year (or fiscal year beginning in) ▶	(a) 2010	(b) 2011	(c) 2012	(d) 2013	(e) 2014	(f) Total
9 Amounts from line 6					4692.25	4692.25
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources					7.54	
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b					7.54	7.54
11 Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
13 Total support. (Add lines 9, 10c, 11, and 12.)					4699.79	4699.79
14 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here ▶ <input type="checkbox"/>						

Section C. Computation of Public Support Percentage

15 Public support percentage for 2014 (line 8, column (f) divided by line 13, column (f))	15	99.84 %
16 Public support percentage from 2013 Schedule A, Part III, line 15	16	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2014 (line 10c, column (f) divided by line 13, column (f))	17	.16 %
18 Investment income percentage from 2013 Schedule A, Part III, line 17	18	%
19a 33 1/3% support tests—2014. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and stop here . The organization qualifies as a publicly supported organization ▶ <input checked="" type="checkbox"/>		
b 33 1/3% support tests—2013. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here . The organization qualifies as a publicly supported organization ▶ <input type="checkbox"/>		
20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions ▶ <input type="checkbox"/>		

Part IV Supporting Organizations

(Complete only if you checked a box on line 11 of Part I. If you checked 11a of Part I, complete Sections A and B. If you checked 11b of Part I, complete Sections A and C. If you checked 11c of Part I, complete Sections A, D, and E. If you checked 11d of Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

		Yes	No
1	Are all of the organization's supported organizations listed by name in the organization's governing documents? If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.		
2	Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).		
3a	Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? If "Yes," answer (b) and (c) below.		
b	Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? If "Yes," describe in Part VI when and how the organization made the determination.		
c	Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? If "Yes," explain in Part VI what controls the organization put in place to ensure such use.		
4a	Was any supported organization not organized in the United States ("foreign supported organization")? If "Yes" and if you checked 11a or 11b in Part I, answer (b) and (c) below.		
b	Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.		
c	Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.		
5a	Did the organization add, substitute, or remove any supported organizations during the tax year? If "Yes," answer (b) and (c) below (if applicable). Also, provide detail in Part VI , including (i) the names and EIN numbers of the supported organizations added, substituted, or removed, (ii) the reasons for each such action, (iii) the authority under the organization's organizing document authorizing such action, and (iv) how the action was accomplished (such as by amendment to the organizing document).		
b	Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
c	Substitutions only. Was the substitution the result of an event beyond the organization's control?		
6	Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (a) its supported organizations; (b) individuals that are part of the charitable class benefited by one or more of its supported organizations; or (c) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? If "Yes," provide detail in Part VI .		
7	Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (defined in IRC 4958(c)(3)(C)), a family member of a substantial contributor, or a 35-percent controlled entity with regard to a substantial contributor? If "Yes," complete Part I of Schedule L (Form 990).		
8	Did the organization make a loan to a disqualified person (as defined in section 4958) not described in line 7? If "Yes," complete Part I of Schedule L (Form 990).		
9a	Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? If "Yes," provide detail in Part VI .		
b	Did one or more disqualified persons (as defined in line 9(a)) hold a controlling interest in any entity in which the supporting organization had an interest? If "Yes," provide detail in Part VI .		
c	Did a disqualified person (as defined in line 9(a)) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? If "Yes," provide detail in Part VI .		
10a	Was the organization subject to the excess business holdings rules of IRC 4943 because of IRC 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? If "Yes," answer (b) below.		
b	Did the organization have any excess business holdings in the tax year? (Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)		

Part IV Supporting Organizations (continued)

		Yes	No
11	Has the organization accepted a gift or contribution from any of the following persons?		
a	A person who directly or indirectly controls, either alone or together with persons described in (b) and (c) below, the governing body of a supported organization?	11a	
b	A family member of a person described in (a) above?	11b	
c	A 35% controlled entity of a person described in (a) or (b) above? <i>If "Yes" to a, b, or c, provide detail in Part VI.</i>	11c	

Section B. Type I Supporting Organizations

		Yes	No
1	Did the directors, trustees, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's directors or trustees at all times during the tax year? <i>If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove directors or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.</i>	1	
2	Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? <i>If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.</i>	2	

Section C. Type II Supporting Organizations

		Yes	No
1	Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? <i>If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).</i>	1	

Section D. All Type III Supporting Organizations

		Yes	No
1	Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (1) a written notice describing the type and amount of support provided during the prior tax year, (2) a copy of the Form 990 that was most recently filed as of the date of notification, and (3) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?	1	
2	Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? <i>If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).</i>	2	
3	By reason of the relationship described in (2), did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? <i>If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.</i>	3	

Section E. Type III Functionally-Integrated Supporting Organizations

1	Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions):		
a	<input type="checkbox"/> The organization satisfied the Activities Test. Complete line 2 below.		
b	<input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete line 3 below.		
c	<input type="checkbox"/> The organization supported a governmental entity. Describe in Part VI how you supported a government entity (see instructions).		
2	Activities Test. Answer (a) and (b) below.		
a	Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? <i>If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.</i>	2a	
b	Did the activities described in (a) constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? <i>If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.</i>	2b	
3	Parent of Supported Organizations. Answer (a) and (b) below.		
a	Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? <i>Provide details in Part VI.</i>	3a	
b	Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? <i>If "Yes," describe in Part VI the role played by the organization in this regard.</i>	3b	

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

1 Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970. **See instructions.** All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1 Net short-term capital gain	1		
2 Recoveries of prior-year distributions	2		
3 Other gross income (see instructions)	3		
4 Add lines 1 through 3	4		
5 Depreciation and depletion	5		
6 Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6		
7 Other expenses (see instructions)	7		
8 Adjusted Net Income (subtract lines 5, 6 and 7 from line 4)	8		
Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1 Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):			
a Average monthly value of securities	1a		
b Average monthly cash balances	1b		
c Fair market value of other non-exempt-use assets	1c		
d Total (add lines 1a, 1b, and 1c)	1d		
e Discount claimed for blockage or other factors (explain in detail in Part VI):			
2 Acquisition indebtedness applicable to non-exempt-use assets	2		
3 Subtract line 2 from line 1d	3		
4 Cash deemed held for exempt use. Enter 1-1/2% of line 3 (for greater amount, see instructions).	4		
5 Net value of non-exempt-use assets (subtract line 4 from line 3)	5		
6 Multiply line 5 by .035	6		
7 Recoveries of prior-year distributions	7		
8 Minimum Asset Amount (add line 7 to line 6)	8		
Section C - Distributable Amount			Current Year
1 Adjusted net income for prior year (from Section A, line 8, Column A)	1		
2 Enter 85% of line 1	2		
3 Minimum asset amount for prior year (from Section B, line 8, Column A)	3		
4 Enter greater of line 2 or line 3	4		
5 Income tax imposed in prior year	5		
6 Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions)	6		
7 <input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally-integrated Type III supporting organization (see instructions).			

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

Section D - Distributions	Current Year
1 Amounts paid to supported organizations to accomplish exempt purposes	
2 Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	
3 Administrative expenses paid to accomplish exempt purposes of supported organizations	
4 Amounts paid to acquire exempt-use assets	
5 Qualified set-aside amounts (prior IRS approval required)	
6 Other distributions (describe in Part VI). See instructions.	
7 Total annual distributions. Add lines 1 through 6.	
8 Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	
9 Distributable amount for 2014 from Section C, line 6	
10 Line 8 amount divided by Line 9 amount	

Section E - Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2014	(iii) Distributable Amount for 2014
1 Distributable amount for 2014 from Section C, line 6			
2 Underdistributions, if any, for years prior to 2014 (reasonable cause required-see instructions)			
3 Excess distributions carryover, if any, to 2014:			
a			
b			
c			
d			
e From 2013			
f Total of lines 3a through e			
g Applied to underdistributions of prior years			
h Applied to 2014 distributable amount			
i Carryover from 2009 not applied (see instructions)			
j Remainder. Subtract lines 3g, 3h, and 3i from 3f.			
4 Distributions for 2014 from Section D, line 7: \$			
a Applied to underdistributions of prior years			
b Applied to 2014 distributable amount			
c Remainder. Subtract lines 4a and 4b from 4.			
5 Remaining underdistributions for years prior to 2014, if any. Subtract lines 3g and 4a from line 2 (if amount greater than zero, see instructions).			
6 Remaining underdistributions for 2014. Subtract lines 3h and 4b from line 1 (if amount greater than zero, see instructions).			
7 Excess distributions carryover to 2015. Add lines 3j and 4c.			
8 Breakdown of line 7:			
a			
b			
c			
d Excess from 2013			
e Excess from 2014			

Part VI **Supplemental Information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; and Part III, line 12. Also complete this part for any additional information. (See instructions.)

Lined area for supplemental information with horizontal dashed lines.

SCHEDULE O
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

▶ Information about Schedule O (Form 990 or 990-EZ) and its instructions is at www.irs.gov/form990.

OMB No. 1545-0047

2014

**Open to Public
Inspection**

Name of the organization

Friends of Pensacols State Parks, Inc.

Employer identification number

59-3224820

Part I Line 16 Other expenses include:

Florida State Sales Tax: \$415.67; Membership in Perdido Chamber of Commerce: \$75; Repairs to Park's ATV: \$274;

Supplies: \$75.19

Part III

FOPSP's primay purpose is to support Grande Lagoon, Perdido Key and Tarkiln Bayou Reserve State parks and to

provide assistance and seek funds for park needs.

Sep 2014: Environmental Education pictures and graphs created by Wilderness Graphics (signs have not been installed) = \$15,414 total

Oct 2014: UTV repairs requested by park manager = \$274

Part V Line 34

Changed state and federal reporting to Jan 1 - Dec 31 each year to comply with state requirements. Updated bylaws were sent to IRS and

updated copy of bylaws is attached.

Information copy. Do not send to IRS.

Form **990-N**
 Department of the Treasury
 Internal Revenue Service

Electronic Notice (e-Postcard)
 for Tax-Exempt Organizations not Required To File Form 990 or
 990-EZ

OMB No. 1545-
2085

2014

Open to Public
Inspection

A For the 2014 calendar year, or tax year beginning 5/1/2014, and ending 4/30/2015.

B Check if applicable

Terminated, Out of
Business

Gross receipts are normally
\$50,000 or less

C Name of organization: FRIENDS OF PENSACOLA STATE
PARKS INC
d/b/a:

12301 Gulf Beach Highway
Pensacola, FL, US, 32507

D Employer
Identification
Number
59-3224820

F Name of Principal Officer: Victoria Haney

E Website:

www.pensacolastateparks.org

5573 Ponte Verde Rd
Pensacola, FL, US, 32507

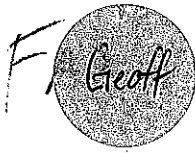
Privacy Act and Paperwork Reduction Act Notice. We ask for the information on this form to carry out the Internal Revenue laws of the United States. You are required to give us the information. We need it to ensure that you are complying with these laws.

The organization is not required to provide the 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 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.

This Form 990-N (e-Postcard) was accepted by the IRS on 6/16/2015.



April 11, 2015

Internal Revenue Service
Attn.: EO Entity
MS 6276
Ogden, Utah 84201

Re: Change of Accounting Period
Via Fax: (801) 620-7116

Dear Sir or Madam:

This letter is to request our exempt organization's accounting period be changed from our current Fiscal Year to a Calendar Year. The reason to change our accounting period is due to **Section 20.058 Florida Statutes**, enacted on June 13, 2014, creating new annual reporting and transparency requirements for all Citizen Support Organizations reporting requirements.

Exempt Organization Data

Legal Name:	Friends of Pensacola State Parks, Inc.
Employer Identification Number (EIN):	59-3224820
Mailing Address:	12301 Gulf Beach Highway Pensacola, FL 32507
Principal Officer Name and Address:	Dan Hoffman 12089 Longwood Dr Pensacola, FL 32507
Change tax year ending date to:	December 31st
Present tax year ending date was:	April 30th
First Calendar Year accounting period filing return:	January 1 to December 31, 2014

Please contact me if you have any questions or need additional information.

Thank you for your assistance.

Sincerely,

Dan Hoffman, President

ADH/ccm

Cc: Geoff Davidson, Park Manager, Big Lagoon State Park

**BYLAWS OF
FRIENDS OF PENSACOLA STATE PARKS, INC.**
Citizen Support Organization for
Big Lagoon State Park, Perdido Key State Park and Tarkiln Bayou Preserve State Park

**ARTICLE I
DEFINITIONS**

“Board” means the Board of Directors. “Corporation” means Friends of Pensacola State Parks, Inc. “CSO” means Citizen Support Organization.

**ARTICLE II
PURPOSE AND OBJECTIVES**

The purpose of the Corporation is to:

1. Act as a non-profit corporation which will function as a Citizen Support Organization as such organization is defined and regulated by the Florida Department of Environmental Protection or other agency which comes to substitute it, in order to generate and employ additional resources and support of and in the best interests of the Friends of Pensacola State Parks, Inc. recreation area through, among other events and activities, the following: special work projects, special programs, special events, outreach programs, aid other CSOs, educational activities and communications, special exhibits, interpretive programs, fund raising activities to seek additional funds to augment the recreation area's existing funding in order to maintain, enhance, and expand the parks' services to the public.
2. Generally to do all things and transact all business which any person or individual may lawfully do, not inconsistent with the rights and purposes of a non-profit corporation, provided, however, the Corporation shall not engage in any activities prohibited under chapter 617, Florida statutes including, without limitation, those activities expressly prohibited under section 617.0505, Florida statutes.

**ARTICLE III
PRINCIPAL OFFICE**

The principal office of the Corporation shall be located at: 12301 Gulf Beach Highway, Pensacola, Florida 32507, Escambia County, Florida, or at such other location as designated by the Board of Directors.

**ARTICLE IV
MEMBERS**

1. **Eligibility of Members:** Membership in the Corporation is available to those individuals and groups who support the objectives and goals of the organization, complete a membership application, and pay annual membership dues. No person shall be denied membership based on age, race, color, sex, religious creed, national origin, or educational background. The members have the privilege of voting on motions before the membership, joining committees, and participating in all the Corporation activities.
2. **Voting Rights of Membership:** The Board of Directors will determine the membership categories. One membership, regardless of the type of membership, is entitled to one vote except for honorary membership, which has no vote.
3. **Membership is not transferable or assignable.** Memberships are for one year and shall be renewed annually in the first month of the fiscal year with a sixty (60) day grace period.
4. **Membership Dues:** The Board will set the amount for the annual membership dues. The amount may be different for each category of membership. Dues may be prorated for partial year membership.
5. **Termination of Membership:** Any person who does not pay dues by the annual renewal date, as described in Para 3, will forfeit their membership. The Board may, by majority vote, terminate the membership of any person or group that violates the rules and purposes of the Corporation. Unless the member in question agrees, no such termination of membership shall be made without a hearing on the matter by the Board of Directors to which the person or group shall be invited and be entitled to present their case. If the member is terminated, it shall be recorded in the membership book.

ARTICLE V MEMBERSHIP MEETINGS

1. **Annual Meeting:** The Corporation shall hold an annual meeting of the general membership; the voting members will vote on the Directors. Neither by proxy voting nor cumulative voting will be permitted. The Board shall set the time and place of the annual meeting. The meeting results will be used in preparing the annual report of the organization's activities as well as the goals and objectives for the upcoming year.
2. **General Meetings:** The Corporation may hold regular general meetings at other times and places designated by the Board. Any member may attend a general membership meeting.
3. **Other Meetings:** The President, a majority of the Board or majority of the members may call a membership meeting, by written request sent to the Secretary.
4. **State of the Park Address:** The Park Manager shall give a presentation concerning the status of the parks at the annual meeting or a general membership meeting.
5. **Notice:** The Secretary shall, orally, by mail or electronically, notify all members of any membership meeting at least fourteen (14) days prior to the day of the membership meeting.

At the membership meeting, the Secretary shall provide the minutes of the previous membership meeting and an agenda for the current membership meeting.

6. **Quorum:** The number of voting members present at any general membership meeting shall constitute a quorum for the purpose of conducting the business of the Corporation. However, a vote of two thirds ($\frac{2}{3}$) of the voting membership present is required to change these bylaws as set forth in Article XI of these bylaws.
7. **Order of Business:** The order of business of all meetings of the Corporation shall be as follows:
 - a. Determination of a quorum as set forth in Article V, Section 6 of these bylaws.
 - b. Approval of minutes of previous meeting.
 - c. Current Treasurer's report.
 - d. Presentation and consideration of reports of Officers, Directors and standing Committees.
 - e. Park Manager's report.
 - f. Unfinished business.
 - g. New business.
 - h. Adjournment.
8. **Procedure:** Any new business to be presented to the general meeting must be presented to the president in writing not later than ten (10) day prior to the general meeting. The parliamentary rules specified in *The New Robert's Rules of Order* shall govern all deliberations, when not in conflict with these bylaws.

ARTICLE VI BOARD OF DIRECTORS

1. **Number of Directors:** The business and property of the Corporation shall be managed by the Board of Directors, consisting of not less than three (3) [as specified in the Articles of Incorporation #7] or more than nine (9) members, but must always be an odd number.
2. **Length of Director's Term on the Board:** A director's term shall end on the expiration of same or until such time as a successor is elected and/or until earlier resignation, death or removal. Directors shall be elected by written ballot submitted to the membership or by the annual meeting of the general membership called for such purpose. Directors shall be elected by a majority vote of a quorum of the members. The term of office of the director of the Corporation shall be as follows:
 - a. The directors shall serve for a term of two (2) years;
 - b. One-half ($\frac{1}{2}$) of the Board at the time of adoption of these bylaws amendment shall serve for two (2) years and one-half ($\frac{1}{2}$) shall serve for one (1) year. Having an odd number of directors on the first Board or Board at adoption of these bylaws amendment, the additional director shall serve for two (2) years. Any director may be re-elected for additional terms.

3. **Nominating Process:** The Nominating Committee, as set forth in Article VIII, Section 3 of these bylaws, shall present to the voting members at least fourteen (14) days before the annual meeting, the names of the individuals it recommends for election to fill whatever vacancies may exist in the Board at that time. Voting members at the annual meeting may make additional nominations. Neither by proxy voting nor cumulative voting will be permitted.
4. **Vacancies:** In case of any vacancy occurring in the Board, by reason of death, resignation or removal, the Directors may, by majority vote, elect a Director to serve until the next election of Directors.
5. **Removal of Director:** Following a two-thirds ($\frac{2}{3}$) vote of the membership at any meeting in which there is a quorum, the members may remove any director from the Board who a) has been absent from two consecutive meetings or b) has not performed duties in a proper, ethical or satisfactory manner. Notice of the proposed removal must be given to such director, in writing, fourteen days (14) prior to the meeting at which such removal is to be voted upon; such notice to the director must state the cause for the proposed removal.
6. **Regular Board Meetings:** The Board shall hold at least one (1) regular Board meeting per fiscal year. The Secretary shall notify each Director orally, by mail or electronically, at least seven (7) days prior to the meeting. At any meeting attended by all the Directors, any business may be transacted notwithstanding the lack of due notice of such meeting. All members of the Corporation are encouraged to attend meetings of the Board of Directors. The preceding year's president will automatically be a member of the Board. The Park Manager or a designated representative of the Park may sit as an advisor to the Board and membership, but will not be a voting member. Any non-member must have approval of the president or of the majority of the Board prior to attendance to any Board meeting.
7. **Special Board Meetings:** The President of the Corporation or at least four (4) of the Directors currently in office may call a special Board meeting. The Secretary shall notify each Director orally, by mail or electronically, at least seven (7) days prior to the meeting. Unless indicated in the notice, any business may be transacted notwithstanding the lack of due notice of such meeting.
8. **Quorum:** Except as may be expressly provided otherwise in these bylaws, fifty-one percent (51%) of the Directors of the Board shall constitute a quorum for the transaction of all business at any meeting of the Board of Directors and affirmative vote of a majority of the directors constituting such quorum shall be necessary to pass any resolution or take any action unless a higher vote is specifically required by these bylaws.
9. **Voting:** Each member of the Board of Directors shall possess one (1) vote in matters coming before the Board. Directors may vote by proxy in writing, by phone or electronically.
10. **Written Record of Resolutions:** The Secretary shall record resolutions passed by the Board.

11. **Action without a Meeting:** The Board can act without a meeting, if the action is determined by the majority and done in writing and signed by majority of the Directors.
12. **Compensation:** A Director may receive compensation from the Corporation for services provided to the Corporation. Reimbursement for travel and out-of-pocket expenses for special out-of-town meetings may be approved by the Board.
13. **Liability of Directors:** The Directors of the Corporation shall not be personally liable for monetary damages to any person for any statement, vote or decision regarding organizational management or policy unless:
 - a. the Director breached or failed to perform his duties as a Director and
 - b. the breach or failure to perform is:
 - 1) a criminal offense, unless the Director had reasonable cause to believe the conduct was lawful,
 - 2) a transaction from which the Director derived an improper personal benefit, or
 - 3) reckless, or the act was committed in bad faith or with a malicious purpose.
14. **Conflict of Interest:** A conflict of interest may exist where a Director is directly or indirectly a party to a transaction, if the other party to the transaction is an entity in which the Director has a material financial interest or of which the Director is an Officer, director or general partner. Where a possible conflict of interest exists, the Director with the conflict shall ensure that the material facts of the transaction are known or disclosed to the Directors, committee members or members who authorize, approve, or ratify the transaction. This Director shall abstain from voting on any such actions where a potential conflict of interest may exist.

ARTICLE VII OFFICERS

1. **Election of Officers:** At the first regular meeting of the Board held after the annual meeting of voting members of the Corporation, the Board shall elect the Officers from current directors. The Board shall have the authority to appoint such other Officers and agents as it may deem necessary whom shall exercise such powers and perform such duties as the Board may determine from time to time.
2. **Officer Positions:** The general officers of the Corporation shall be a President, Vice President, a Secretary, and a Treasurer, to be elected by the Board. One person may hold more than one office at the same time.
3. **Term of Office:** The term of office of each Officer shall be one year, and may be re-elected for additional terms. An Officer may resign at any time by delivery notice to the corporation.
4. **Eligibility of Office:** All Officers must be members of the Corporation.
5. **Removal of Officers:** The Board may remove an Officer at any time, with or without cause.

6. **Vacancies:** In case of any vacancy in any office, the Board by a majority vote may elect a successor to hold the office for the remainder of the term.
7. **Duties of Officers:** The principle duties of the Officers of the Corporation shall be as follows:
 - a. **President:** The President shall preside over all meetings of the Corporation and of the Board; shall have general and active management of the business of the Corporation and shall have general supervision of the business of the Corporation, subject to the control of the Board; and shall perform such other duties as may be required by the bylaws or the Board.
 - b. **Vice President:** The Vice President shall assist the president in the discharge of the duties as required and shall preside in all meetings and perform the duties of president in the absence or disability of the president or in the event said office becomes vacant by death, resignation or for any other reason.
 - c. **Secretary:** The Secretary, or designated substitute, shall attend all general membership meetings, Board meetings and shall preserve in books of the Corporation true minutes of the proceedings of all such meetings. He/she shall make out an order of business previous to each meeting for the use of the President and have at each meeting a list of all standing committees, as are in existence at the time, as well as the bylaws of the organization and minutes. The Secretary will prepare the annual report of the Corporation and send out proper notices of all called meetings and of other meetings when necessary, and to conduct the correspondence of the Corporation. He/she will maintain the clerical files of the Corporation.
 - d. **Treasurer:** The Treasurer shall have custody of all corporate funds and shall keep in books belonging to the Corporation full and accurate accounts of all receipts and disbursements. The Treasurer, or designated assistant, shall deposit all monies and other valuable effects in the name of the Corporation in such depositories as may be designated for that purpose by the Board. The Treasurer shall render to the Directors at the meeting of the Board, or whenever requested, an account of all financial transactions and of the financial condition of the Corporation. The treasurer will prepare (or contract to be prepared as is required by the state) all financial reports and/or returns.

ARTICLE VIII COMMITTEES

1. **Committee Governance:** Unless the bylaws provide otherwise, all the notice, quorum and voting requirements of the Board also apply to the committees. Each committee must have at least two members. As with the Board, a committee can act without a meeting, if the action is unanimous and done in writing, signed by all the members of the committee. The committees maybe subdivided and/or changed by the Board of Directors as needs of the Corporation demand. Each standing committee chair shall report to a member of the Board. The chairperson and committee members shall develop a brief statement of goals and objectives for its respective committee each year at the annual meeting and prepare a brief executive summary to be presented at each regular Board meeting when requested.
2. **Executive Committee:** The Executive Committee shall consist of the Officers of the Corporation. It shall meet on the call of the President or at the request of two (2) or more Executive Committee members. Fifty-one percent (51%) of the members of the Executive Committee shall constitute a quorum for the transaction of business.
3. **Nominating Committee:** Not later than ninety (90) days before each annual meeting, the President shall appoint, with the approval of the Board, a nominating committee of three (3) voting members of the Corporation who are not existing directors. The committee shall present to the voting members, at least fourteen (14) days before the annual meeting, the names of the individuals it recommends for election to fill whatever vacancies may exist in the Board at that time.
4. **Long Term Standing Committees:** Standing committees may include, but not limited, to:
 - a. Audit and finance,
 - b. Special events,
 - c. Membership,
 - d. Fund development,
 - e. Public relations,
 - f. Environmental education,
 - g. Concessions,
 - h. Natural and cultural resources.
5. **Short Term Committees:** The Board may establish short-term committees that are limited in purpose and scope.

ARTICLE IX CONTRACTS, CHECKS, DEPOSITS, AND FUNDS

1. **General:** Except as the Board may authorize in some other manner, all checks, drafts and other instruments for the payment of money, and all instruments of transfer of securities shall be signed in the name of the Corporation by the Treasurer and by such other Officers or agents or employees of the Corporation as may be designated by the Board. All instruments of conveyance of real property, and all agreements shall be signed by such Officers or agents

as the Board may direct, and, in any event, they may be signed by any two of the following Officers: the President, the Vice President, the Secretary, or the Treasurer. The Board may authorize and empower one or more Officers or agents of the Corporation to execute and deliver any documents or to do other acts on behalf of the Corporation.

2. **Authorized Expenditures:** The Treasurer shall pay current expenditures for the administration of the Corporation as stipulated in the Board Financial Policies.
3. **Deposits:** All funds of the Corporation shall be deposited to the credit of the Corporation in banks, trust companies or other depositories the Board selects.
4. **Gifts:** The Board may accept on behalf of the Corporation any contribution, gift, bequest or device for any purpose of the Corporation.

ARTICLE X FISCAL YEAR

The fiscal year of the Corporation shall begin on January 1st and end December 31th.

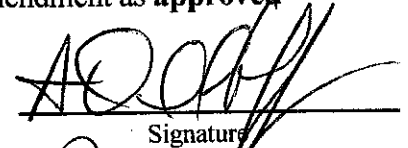
ARTICLE XI AMENDMENTS

Any member may propose amendments. An amendment proposed by a voting member must be submitted in writing to the Board at least ten (10) days prior to a regular meeting of the Board at which the Board will make a decision on the proposed amendment. These bylaws may be repealed, amended or altered or new bylaws may be adopted by a two-thirds (2/3) vote of the membership at any meeting in which there is a quorum. Voting members may not vote by proxy.

IN WITNESS WHEREOF, the undersigned have signed these bylaws amendment as approved and adopted Bylaws of the Corporation this 21st day of April 2012.

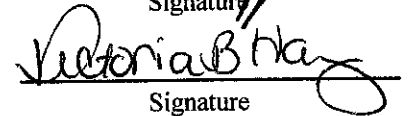
A Daniel Hoffman
Printed Name

President
Printed Title


Signature

Victoria B Haney
Printed Name

Treasurer
Printed Title


Signature

Andrew J. Raines
Printed Name

Vice President
Printed Title


Signature

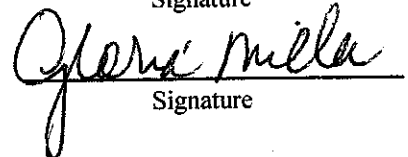
Patty Barker
Printed Name

Sec
Printed Title


Signature

Gloria Miller
Printed Name

Board Member
Printed Title


Signature

DEAN HOFFMAN

Printed Name

BOARD

Printed Title



Signature

Printed Name

Printed Title

Signature

Printed Name

Printed Title

Signature

Printed Name

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Signature

Printed Name

Printed Title

Signature

Citizen Support Organization Statement on Value of Contributed Services

This statement reports on services provided to the Citizen Support Organization (CSO) from park staff support and in-kind support for the past fiscal year. The statement is part of the CSO's Annual Financial Report described in Chapter 5: Section 7 of the 2014 CSO Handbook. The primary purpose of the Annual Financial Report is to provide a summary of the most relevant information to the Department and Division, and to meet the common interests of donors, members, creditors, and others who provide resources to the not for profit organization.

This Value of Contributed Services for a park is provided to the CSO by the park or District through the Park Programs Development Specialist. Note, the Division of Recreation and Parks operates on a cash-based method of accounting.

Park Name: Big Lagoon State Park/ Tarkiln State Park/ Public Access

Park Address: 12301 Gulf Beach Hwy Pensacola FL 32507

Name of the CSO: Friends of Pensacola State Parks

A summary of contributed services from the period of 1/1/2014 through 12/31/2014 is as follows:

Park Staff Support

The total number of hours contributed in staff support services converted to a monetary amount.

The park contributed a total of \$1,875.00 in staff support services to the CSO.

Park Facilities Support

The total amount of water, electric, and utility expenses used to support CSO events, concessions, etc.

The CSO received a total of \$0.00 in park facilities support.

In-Kind Support

The CSO receives additional services outside of the park staff contributed hours called in-kind services. In-kind services are a type of charitable giving in which, instead of money, a person contributes some kind of service, good, or commodity. Examples are professional services of a lawyer, accountant, or any professional or the estimated value of a good or commodity.

The CSO received a total of \$0.00 in in-kind support services.

List of Program Services

Federal charitable 501(c)(3) organizations are required to report total expenses and revenue for each program service. According to the IRS, a program service is any activity by the organization which accomplishes its charitable purposes.

For *each* program service provide a description, total expense, and total revenue. For *each* program service description, clearly and concisely describe the accomplishments through specific measurements such as visitors served, days of an event, number of sessions or events held, publications issued, etc. (add pages as appropriate).

Program Service Description: Equipment Rental/Repairs and Supplies

Total Expense \$349.19
Total Revenue \$0.00

Program Service Description: Wilderness Graphics

Total Expense \$15,414.00
Total Revenue \$0.00

Program Service Description: Non-concession Program

Total Expense \$399.00
Total Revenue \$824.88

Program Service Description: _____

Total Expense \$0.00
Total Revenue \$0.00

Program Service Description: _____

Total Expense \$0.00
Total Revenue \$0.00

Total Program Services

Provide a total amount for all program expenses and a total amount for all program revenue.

CSO total program service expenses \$16,162.19
CSO total program service revenues \$824.88

Citizen Support Organization Statement of Accomplishments and Goals

This statement is part of the Citizen Support Organization's (CSO's) Annual Financial Report (see Chapter 5: Section 7) of the 2014 CSO Handbook. The primary purpose of the Annual Financial Report is to provide a summary of the most relevant information to the Department and Division, and to meet the common interests of donors, members, creditors, and others who provide resources to the not for profit organization. Report the accomplishments for the CSO's past fiscal year and goals for the upcoming year.

Name of the CSO Ernie Kington

CSO Address 12301 Gulf Beach Hwy

City, State, Zip Code Pensacola, FL 32507

A summary of CSO accomplishments from the period of 1/1/2014 through 12/31/2014 is as follows:

Estimated Total Volunteer Hours 75 **Total Membership** 25

Total Volunteer Hours: Include CSO officers, board members, and general members.

Total Membership: The current number of members in good standing at the end of the CSO's fiscal year including officers, board members, and general members. When totaling the number of members in the CSO, typically individuals and corporate members are counted as "one (1)" member. Family, patron, or not for profit organization members are counted as "two (2)" members.

List of CSO Board Members

Attach a current list of board members' and officers' names, addresses, phone numbers, and email addresses in order of position title.

President: Dan Hoffman – 12089 Longwood Dr., Pensacola, FL 32507 850-341-0971 dan@pensacolapc.com

Vice President: Andrew Raines – 40 S Alcaniz St., Pensacola FL 32502

Secretary: Patty Barker – pcj4@aol.com

Treasurer: Vicky Haney – 5573 Ponte Verde Rd., Pensacola, FL 32507 vickeyhaney2264@hotmail.com

Membership Director: Gloria Miller – 5610 Galvez Rd., Pensacola FL 32507 beach.gloria@yahoo.com

Advisor: Dean Hoffman - 5440Grande Lagoon Blvd Pensacola FL 32507 dean5440@cox.net

Summary of Accomplishments (Attach additional pages as needed)

Provide a report of the CSO's short term and long term accomplishments for the past year, according to the Annual Program Plan. These accomplishments will support the CSO's mission statement and will illustrate support of the park's expressed needs.

1. New Wilderness graphic signs purchased.
2. Repairs on UTV
3. Assisted with 1st Annual Piratefest

Summary of Goals or Priorities for the Upcoming Fiscal Year (Attach additional pages as needed)

Build on the accomplishments from the CSO's past reporting year and include new goals voted on by the board and approved by the Park Manager for the upcoming year. Projected time frames for multiple year projects, like Partnership in Parks projects, will be provided. The CSO should attach the CSO's signed Annual Program Plan for the upcoming year to this statement.

1. Continue to recruit new members.
2. Be involved with the Pirate Fest.
3. First ever park Zombie Run for Halloween
4. Supply materials to rebuild a board walk in the campground.
5. Submit engineering plans for new floating dock
6. Continue providing firewood for sale in the campground.
7. First ever Key Lime Pie Festival
8. New T-shirt designs
9. Purchase new fleet vehicle for park use



Florida Department of Environmental Protection

CSO ANNUAL PROGRAM PLAN

Required Signatures: **Adobe Signature**

Name of CSO: _____

For CSO Fiscal Year: _____

	Description of Annual Projects	Resources Needed	Sources of Resources	Agency Approval Needed Y/N
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Submitted by CSO President: _____

Date: _____

Park Manager Approval: _____

Date: _____