



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

Citizen Support Organization (CSO) Name: Friends of Biscayne Bay

Mailing Address: 1277 NE 79th St., Miami, FL 33138

Telephone Number: Bruce Matheson 305-773-9384

Website Address (*required if applicable*): <https://friendsofbiscaynebay.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 20.058, F.S., Citizen support and direct-support organizations. In summary, the statute specifies the organizational requirements to submit an annual report each year for each designated CSO and to post that information on the Departments website.

YOUR MISSION AND LAST CALENDAR YEAR'S PROGRAM ACCOMPLISHMENTS:

CSO's Mission: (Consistent with your Articles and Bylaws)

The Friends of Biscayne Bay's (FOBB) mission is to support and benefit the Biscayne Bay Aquatic Preserves, by aiming to preserve, protect, and enhance the bay and all natural waterways tidally connected to the bay in an aesthetically natural condition so that its biological and aesthetic values may endure for the enjoyment of future generations.

Describe Last Calendar Year's Results Obtained: Brag! (List or discuss the past calendar year's accomplishments and contributions. Cite specific support from last calendar year's Annual Program Plan.)

The Friends of Biscayne Bay have been highly successful this past year, providing exemplary support to the Aquatic Preserve through education and outreach events, aiding in large clean-ups such as Baynanza, participating in the Pelican Harbor and East Greynolds Park locations. We pride ourselves in being the voice of the community, and support staff and interns in related topics pertaining to the conservation of Biscayne Bay. We provide key information through education programs for the public of the city of Miami on topics including but not limited to ecological importance of the Bay, ways to help, current policy, and providing translation to Spanish speakers. Additionally, we have attended each Biscayne Bay Watershed Management Board Meeting and Biscayne Bay Commission meeting in representation of the public users of the bay in order to provide the most insightful information to the FOBB board and our partners. In 2022, FOBB hosted several fundraising events to further our CSO's mission. FOBB drafted letters about changing water quality standards, wetlands protection code, shoreline development, stating oppositions to the expansion of the Urban Development Boundary, septic to sewer projects, stormwater improvements, and informing the municipalities of the impact these changes can have on Biscayne Bay.

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

The Friends of Biscayne Bay (FOBB) plans to continue to support the Biscayne Bay Aquatic Preserves in its mission of stewardship and to preserve, protect, and enhance Biscayne Bay. FOBB will aid in public education, volunteer events, such as clean-ups, and provide financial assistance to the Aquatic preserves. We will continue to defend Biscayne Bay from threats of development, pollution, and policy changes that will have detrimental effects on the Bay. FOBB will use 2024, the 50-year anniversary of the BBAP, to advocate for the listing of Biscayne Bay on the National Register of Historic Places due to cultural and historical significance. FOBB will work with the Biscayne Bay Watershed Management Advisory Board, the Biscayne Bay Commission, and the Biscayne Bay Southeastern Everglades Restoration project delivery team to develop plans most beneficial to water quality and biodiversity in Biscayne Bay. FOBB hopes to gain further Bay advocacy in the coming year of our 50th anniversary and use that momentum to further our organization’s mission.

CSO’s LAST CALENDAR YEAR STATISTICS:

Total Number of CSO General Membership: 0

Total Number of Board of Directors: 9

Total Volunteer Hours for the Board of Directors: ~2,340

ORCP & CSO RELATIONSHIP:

Don’t duplicate by describing accomplishments and contributions in the summary. Brag in the above Results Obtained. Describe the relationship here.

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

The relationship between the Friends of Biscayne Bay (FOBB) and Biscayne Bay Aquatic Preserves (BBAP) over the last year has been meaningful and evolving. While DEP experienced staff turnover, FOBB took initiative and stayed involved with local partners working to conserve the Bay. Even with less guidance from DEP, FOBB worked to enhance small plots of endangered lands in the northern portion of the bay by partnering with the County, assisted with outreach, and engaged with larger environmental coalitions. Since I came on as the new BBAP Manager, my understanding of the organizations have grown and we are prepared to better define DEP and FOBB’s working partnership going forward. We are building this partnership by outlining more defined projects and goals, in a larger effort to implement BBAP’s Management Plan. There are renewed discussions to update the FOBB website, continue working with the County and local environmental activists, plan fundraising and outreach events, and lead up to a 50th Gala event in June 2024. Both organizations know that there is work to be done and discussions to be had but we are optimistic for the future of our relationship and the management of Biscayne Bay.

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

Provide your perspective on the relationship between the ORCP and CSO. What went well? Are there areas of improvement?

This past calendar year has enlightened the benefits of strong communication and cooperation with the Preserve Manager and staff. In the past, the staff has worked on many more aspects of the FOBB day to day. Currently, the FOBB board has provided funding for their own staff to perform these activities and more. Having a new manager, Griffin Alexander, has helped us to realize the strength of our relationships with previous managers and how important it is to maintain and improve upon this. We will actively work to strengthen the current relationship so that we may benefit from maximum cooperation. While we have had many successes in the past years, we know we need more cooperation and planning to better implement the management plan together. We have ideas on how to strengthen this relationship and bring higher success to

our conservation efforts, especially since we will be planning for our 50th anniversary. We hope to use this event as a springboard into better education programs for the public and additional fundraising opportunities so that we can afford to purchase what is needed to continue our strong advocacy towards the needs of the Aquatic Preserves.

SUMMARIZE FINANCIAL ACTIVITY FOR LAST CALENDAR YEAR, DIRECT SUPPORT & REVENUES:

Program Service Expenses are costs related to providing your organization's programs or services in accordance with your mission. Describe and provide expenses that directly support the managed area(s). For established nonprofit organizations, program service expenses generally represent most of the overall expense of the organization. For the last calendar year provide description and total \$ for each that apply. Replace examples with your information.

| | |
|---|-------------------|
| Building improvement, construction, or renovations. | \$0 |
| Cultural resources (e.g., historic structure restoration/ renovation. | \$0 |
| Natural resources (e.g., native plants, natural lands restoration) | \$2,000 |
| Maintenance equipment (e.g., mowers, chippers, blowers, chainsaws) | \$1,000 |
| Other facilities and landscape maintenance | \$0 |
| Vehicles (e.g., trucks/cars, UTVs, golf carts, accessible devices, etc. | \$0 |
| Amenities (e.g., water fountains, benches, picnic tables, recreational equipment, kiosks etc.) | \$1,000 |
| ORCP employees or volunteers support (e.g., interns, training, uniforms, awards, or recognition, all activities, such as food and supplies, and travel expenses) | \$3,000 |
| Big ticket visitor center exhibits, waterfront signs, or interpretation updates | \$1,000 |
| Managed area exhibits, displays, signage | \$3,318.08 |

| | |
|---|--------------------|
| Managed area publications, brochures, maps, etc. | \$300 |
| Programing/interpretation support material purchase | \$0 |
| Staff expenses | \$12,000 |
| Total Program Services Expenses | \$23,618.08 |

Visitor Services Revenue

Describe revenues and the sources generated from fundraising on managed area property. Replace examples with your information.

| | |
|--|--------------|
| Gift shops, craft stores, and concession sales | \$0 |
| Merchandise sales (e.g., plants, firewood, ice, t-shirts, hats, etc.) | \$0 |
| Programs and Special Events (e.g., fundraising workshops, seasonal events, concerts, etc.) | \$800 |
| Vending (e.g., drink machines, penny press, laundry, Wifi, etc.) | \$0 |
| Rentals (e.g., bikes, canoe, kayak, SUPs, etc.) | \$0 |
| Managed area donation boxes | \$0 |
| Other visitor services revenue | \$0 |
| Total Visitor Services Revenue | \$800 |

NET ASSETS: \$N/A


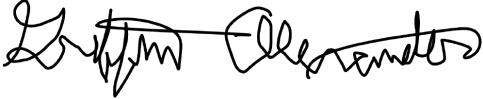
Organizations end of last year's Total Liabilities minus Total Assets. This is not the above's Visitor Service Revenue minus Program Service Expenses.

CSO AUDIT THRESHOLD:

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

Are the CSO's annual total expenses \$300,000 including grants? Then Section 215.981(2), Florida Statute requires an independent CPA audit using Government Audit Standards ([U.S. GAO Yellow Book](#)). The audit is **due by September 1** (or

9 months after the CSO's calendar year ends) to the Florida Auditor General and to the Department.

| This information is complete to the best of my knowledge pursuant to Section 20.058 Florida Statutes | | | |
|--|-----------------------|--|-------------------|
| Title | Name | Signature | Date |
| CSO President | Bruce Matheson |  | 05/30/2023 |
| ORCP Manager | Griffin Alexander |  | 07/17/2023 |

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 complete 990 and schedules.

\$12,000 staff

\$2,000

\$1000 for kayaks and events.

\$

Friends of Biscayne Bay, Inc.

CODE OF ETHICS

PREAMBLE

- (1) It is essential to the proper conduct and operation of Friends of Biscayne Bay, Inc. (herein “CSO”) that its board members, officers, and employees be independent and impartial and that their position not be used for private gain. Therefore, the Florida Legislature in Section 112.3251, Florida Statute (Fla. Stat.), requires that the law protect against any conflict of interest and establish standards for the conduct of CSO board members, officers, and employees in situations where conflicts may exist.

- (2) It is hereby declared to be the policy of the state that no CSO board member, officer, or employee shall have any interest, financial or otherwise, direct or indirect, or incur any obligation of any nature which is in substantial conflict with the proper discharge of his or her duties for the CSO. To implement this policy and strengthen the faith and confidence of the people in Citizen Support Organizations, there is enacted a code of ethics setting forth standards of conduct required of Friends of Biscayne Bay, 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 Friends of Biscayne Bay, Inc. board members, officers, and employees.

1. Prohibition of Solicitation or Acceptance of Gifts

No Friends of Biscayne Bay 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 Friends of Biscayne Bay 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 Friends of Biscayne Bay 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 Friends of Biscayne Bay 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 Friends of Biscayne Bay 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 Friends of Biscayne Bay's board or office or who is employed by Friends of Biscayne Bay 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 Friends of Biscayne Bay employee and a Friends of Biscayne Bay board member at the same time.

8. Requirements to Abstain From Voting

A Friends of Biscayne Bay 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 Friends of Biscayne Bay 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 Friends of Biscayne Bay 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 Friends of Biscayne Bay board member, officer, or employee may result in the removal of that person from their position. Further, failure of Friends of Biscayne Bay to observe the Code of Ethics may result in the Florida Department of Environmental Protection terminating its Agreement with Friends of Biscayne Bay.

Form 990-N

Electronic Notice (e-Postcard)

OMB No. 1545-2085

Department of the Treasury
Internal Revenue Service

for Tax-Exempt Organization not Required to File Form 990 or 990-EZ

2022

Open to Public Inspection

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

B Check if available

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

C Name of Organization: FRIENDS OF BISCAYNE BAY INC

3191 GRAND AVENUE UT
330667, MIAMI, FL, US,
33233

D Employee Identification

Number 84-1721430

E Website:

F Name of Principal Officer: BRUCE C MATHESON

3191 GRAND AVE UT
330667, MIAMI, FL, US,
33233

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

The organization is not required to provide information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. The rules governing the confidentiality of the Form 990-N is covered in code section 6104.

The time needed to complete and file this form and related schedules will vary depending on the individual circumstances. The estimated average times is 15 minutes.

Note: This image is provided for your records only. Do Not mail this page to the IRS. The IRS will not accept this filing via paper. You must file your Form 990-N (e-Postcard) electronically.

