

Manatee County Florida

POPULAR report

A FINANCIAL SUMMARY FOR ITS CITIZENS



FISCAL YEAR ENDED SEPTEMBER 30, 2014





Manatee County FLORIDA

Who would expect to see wildflowers in the middle of an urban area? To find a place to play board games under pine trees while traffic on a state highway whizzes past? To investigate native plants steps from county offices? You can do all those things and more in front of the historic Manatee County Courthouse in downtown Bradenton.

In 2014, Manatee County celebrated the creation of a new park. While the setting is not a wilderness park, and is located in an urban environment, the new Courthouse lawn educates visitors about native plants and encourages them to incorporate them into their own home landscaping. It also offers a place to sit and relax amidst the bustle of Bradenton's thriving professional and entertainment districts.

Now, people gather around tables with chess and checkerboards embossed on them to play a game as they await a court hearing. Marriage ceremonies are held in the beautiful gazebo surrounded by wildflowers and native plants. Visitors learn about native plants like the Coontie that supplied early pioneers with a food substitute for wheat flour.

This urban park is used by hundreds of visitors each day, many of whom otherwise would never have the chance to visit an ecological or botanical park. There, they have a few minutes to take a breath and escape from the everyday, fast paced world that usually surrounds them.

Other than the pre-existing magnolias and a few live oak trees, the vegetation of this native landscape was contributed and planted by many benefactors. Grants from the Manatee County Tree Trust and City of Bradenton's Tree Trust Fund have financed trees and irrigation. The Tampa Bay Estuary Program granted funds for both plantings and educational signs. Keep Manatee Beautiful has donated and planted trees on Arbor Day. Individuals have donated countless hours of labor and knowledge, notably R.B. "Chips" Shore Clerk of the Circuit Court & Comptroller, Michael Miller of Perfect Environ Inc., and members of the Manatee County Board of Commissioners. ■

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2013 - 2014

CLERK OF THE CIRCUIT COURT

Accomplishments at a Glance

- Collected in excess of \$27 million in child support for the children of Manatee County. Manatee County exceeded expectations for the percentage of cases with support orders.
- The Violence Protection division aided in the filing of 1,659 injunctions for protection, commonly referred to as "restraining orders," for victims of domestic, repeat, sexual and dating violence during the past fiscal year.
- The Department of Financial Recovery (DFR) collects fines and court costs legally owed this fiscal year. Since its inception in July, 2004, the DFR has collected in excess of \$6.6 million in fines and courts costs which may have gone uncollected.
- Our Indigence Examiners, since January, 2008, have collected a cumulative total of over \$738,000. These monies previously went uncollected until responsibility was given to the Clerk.
- 410 children ages 10 to 17 participated in Teen Court and Teen Court Too and contributed over 9,384 community service hours to the community. Additionally, 238 youth volunteers donated over 3,202 hours of volunteer time to the community.
- 2,250 Manatee County students participated in the school programs offered at the Manatee Village Historical Park, the Palmetto Historical Park and the Manatee County Agricultural Museum. Over 24,500 residents and visitors attended special events and programs at these parks throughout 2014.
- Volunteers at the Manatee Village Historical Park, Palmetto Historical Park and Manatee County Agricultural Museum donated 8,182 hours of community service.
- 1,274 local students participated in the Manatee County History Fair, hosted each year by our Historical Resources department.
- Received our 35th consecutive Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) for our 2013 Comprehensive Annual Financial Report.
- Received our 16th consecutive GFOA Award for Outstanding Achievement in Popular Annual Financial Reporting for our 2013 Popular Report.
- The Internal Audit Department issued 3 audit reports, 4 project reports and 1 investigation report. The department provided over 1,200 consulting and project hours in the form of assistance to other departments and agencies. In addition, the department allocates 500 hours each year to assist the external audit firm in performing the annual audit of the County's financial statements, thereby reducing the cost of the audit services.
- Kept minutes at 124 meetings and work sessions for 19 Boards or Committees.

MESSAGE FROM CHIPS SHORE

Manatee County Clerk of the Circuit Court and Comptroller

I am pleased to share with you the 2014 Popular Report for Manatee County. This document will help you understand our county's financial performance and well being for the fiscal year ending September 30, 2014 in a valuable, summarized format that every resident can use. Our stewardship of the county's investments, on behalf of our citizens, is a responsibility we take very seriously.

I am proud to be a native Floridian. I love the outdoor environment that makes our state unique and such a great place to live and work. Our *Sense of Place* is what makes Florida, "Florida." It is defined by our native plants and our natural communities. It is how we recognize where we are in the world. It is why Manatee County is such a beautiful and special place to live and visit – its natural identity makes it so. Most of us live in areas where our *Sense of Place* has been altered significantly. As our natural flatwoods have been cleared and converted into the places where we live and work, the landscape has been replaced with large expanses of lawn and exotic plants, devoid of the original nature.

We can restore a *Sense of Place* by planting appropriate native plants and following sustainable landscape practices in our own backyards. Homeowners, business owners, and government institutions can make a significant difference to the environment that will help to restore the natural identity of our community, pro-

ect our waterways, and bring back the native wildlife that utilize these plants for their survival. Each day, as I walked into the Historic Courthouse where

I have worked for almost four decades, I puzzled over how I could recreate this *Sense of Place* and restore the native environment around the courthouse. Thanks to my daughter, Cindy Shore, who volunteered her knowledge and time to devise a plan and help find partners for the project, we created a park-like setting that allows visitors to the courthouse and to downtown Bradenton, many of whom would never be able to travel to a park or woods, to experience the natural environment.

Just as I am committed to helping Manatee County residents understand the importance of our community, I am committed to fiscal integrity and stewardship in my job as the Manatee County Clerk

and Comptroller. I am pleased not only to present to you this year's Popular Annual Financial Report for Manatee County, but within its pages, to introduce you to some of the plants that now grace our Courthouse lawn and make our environment special and unique. Should you desire more information, the Finance Department of the Clerk of Circuit Court's Office also produces the more detailed Comprehensive Annual Financial Report (CAFR). The CAFR meets stringent governmental accounting standards and is evaluated by rating agencies to assess Manatee County's financial stability, leading to favorable interest and insurance rates. I am also proud that we are able to publish our CAFR as quickly as we do. Each year, the CAFR we produce is recognized as not only being one of the first to be completed in the country, but is the first to be published in Florida.

I am pleased that for the 35th year, our CAFR has received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association. While the responsibility for the accuracy of the data lies with me, the recognition of receiving this prestigious award goes to our Finance Department. All four financial reports prepared by this office; this Popular Report, the CAFR and the Port Manatee and Public Utility System reports, are available on-line at www.manateeclerk.com, or on CD. These reports are available by contacting our Finance Department at (941) 749-1800 Ext. 6102. In addition, this Popular Report is available in hard copy and available in many locations throughout the county, including this office and the public libraries.

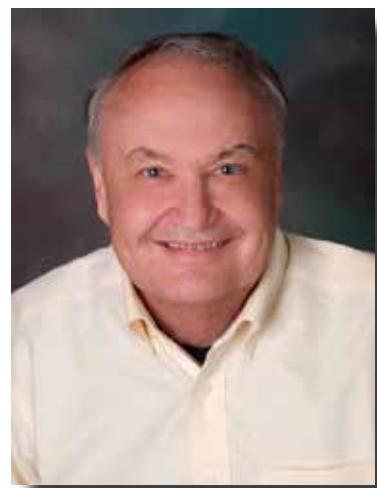
Thank you for taking the time to learn about Manatee County's financial strengths. If you have comments or suggestions on how we can improve our Popular Report, please contact my office by phone:

(941) 749-1800 or
by visiting our web site at
www.manateeclerk.com

Respectfully,



R.B."Chips" Shore





Government Finance Officers Association

Award for Outstanding Achievement in Popular Annual Financial Reporting

Presented to

**Manatee County
Florida**

For its Annual
Financial Report
for the Fiscal Year Ended

September 30, 2013

A handwritten signature in black ink, appearing to read "Jeffrey P. Evans".

Executive Director/CEO

The Government Finance Officers Association of the United States and Canada (GFOA) has given an Award for outstanding Achievement in Popular Annual Financial Reporting to Manatee County, Florida for its Popular Annual Financial Report for the fiscal year ended September 30, 2013. The Award for Outstanding Achievement in Popular Annual Financial Reporting is a prestigious national award recognizing conformance with the highest standards for preparation of state and local government popular reports.

In order to receive an Award for Outstanding Achievement in Popular Annual financial reporting, a government unit must publish a Popular Annual Financial Report, whose contents conform to program standards of creativity, presentation, understandability, and reader appeal.

An Award for Outstanding Achievement in Popular Annual Financial Reporting is valid for a period of one year only. We believe our current report continues to conform to the Popular Annual Financial Reporting requirements, and we are submitting it to GFOA. ■

ABOUT THIS REPORT

The Popular Report provides an overview of the operations of Manatee County's Constitutional Offices:

Board of County Commissioners, Port Authority and Civic Center Authority

Clerk of the Circuit Court & Comptroller

Property Appraiser

Sheriff

Supervisor of Elections

Tax Collector

This report also provides an overview of the areas of responsibility for each county department and the Constitutional Officers.

The financial information presented here is in summarized form, is expressed in thousands, and does not substitute for the County's Comprehensive Annual Financial Report (CAFR). The CAFR outlines the County's financial position and operating activities for the year in great detail and in conformity with generally accepted accounting principles. Our Popular Report includes condensed information from its statement of net position and a condensed statement of activities with previous year comparative data as well as an overview of county functions and historical data. This Popular Report, because of its summary nature, does not conform to generally accepted accounting principles and associated reporting standards set forth by applicable governing bodies.

The presentation reflects county operations divided into two major categories: governmental and business-type.

Governmental activities are those primarily supported by tax dollars for services such as libraries, emergency medical services, law enforcement and transportation. The governmental category can be further subdivided between operations and capital activities. Capital project activities are dollars spent to construct, acquire or improve major facilities of the government.

Business-type activities offer goods and services of the county for sale and are intended to be self-supporting. Examples are Port Manatee and the County's water and sewer system. ■

MANATEE COUNTY GOVERNMENT

Manatee County is a non-charter county established under the Constitution and the laws of the State of Florida. The Board of County Commissioners is the legislative body for Manatee County and is made up of seven residents elected by county voters. The commissioners' offices are in the County Administrative Center where public meetings are held. The commissioners also serve as the Port Authority and the Civic Center Authority boards.

In addition to the seven County Commissioners, voters elect five constitutional officers: Clerk of the Circuit Court and Comptroller, Property Appraiser, Sheriff, Supervisor of Elections and the Tax Collector.

Encompassing 740 square miles, Manatee County has six incorporated cities within its borders: Anna Maria, Bradenton, Bradenton Beach, Holmes Beach, Longboat Key and Palmetto. Each is governed by city councils elected by residents of the respective city. ■



Aster



Mimosa



Beauty Berry



Pink Milkweed

FISCAL RESPONSIBILITY

The Board of County Commissioners and the Clerk of Circuit Court and Comptroller share in the fiscal responsibility of Manatee County. The Commission and the Clerk of the Circuit Court and Comptroller are separately elected constitutional officers and vested with separate powers, according to Florida law. This separation of power provides checks and balances within the county government to help safeguard the assets of the county.

The Board of County Commissioners is responsible for adopting an annual budget for all departments under the commissioners. The budget is prepared by the Department of Financial Management and presented to the commissioners for approval. The budget governs expenditures by the departments. It is illegal for department managers to exceed their budget.

The Clerk of the Circuit Court and Comptroller is responsible for safeguarding Manatee County assets and is personally liable for any losses due to illegal payments. A key part of this responsibility is the control of county funds. Only the Clerk can disburse funds. Before monies are disbursed, all expenditures go through a rigorous pre-audit process. The Clerk must ensure that all expenditures are legal, budgeted and in compliance with county policies and procedures. As an extension of these responsibilities, the Clerk's office also prepares the financial statements of the county. ■

FINANCIAL REPORTING

The following graphs provide comparative government-wide information, giving a broad overview of Manatee County's financial position for both its governmental and business-type activities. The values are computed under similar financial rules as a private sector financial statements. Governmental activities are those primarily supported by tax dollars for services such as public safety, transportation, human services and general government. Business-type activities offer goods and services for sale and are intended to be self-supporting through the charges for those goods and services.

Current and other assets are assets that one can realistically expect to convert to cash, sell, or consume within one year. Capital assets include the County's long-term investments in land, buildings, equipment, improvements, infrastructure, and construction in progress. These assets are used to provide services to the community and are not available to future spending. Deferred outflows of resources are the use of assets that relate to a future reporting period. Long-term liabilities represent debt obligations that exceed more than one year. These include compensated absences, other post-employment benefits, closure liability; as well as, bonds, notes, and loans payable that are used to finance large projects and equipment purchases. Other liabilities include debt obligations due within one year. These are also made up of the debt obligations similar to long-term debt, but also include accounts and claims payable, accrued payroll, unearned revenue, and deposits. Deferred inflows of resources are the acquisition of net assets that pertains to a future reporting period. Total net position is comprised of three categories; net investment in capital assets, restricted net position and unrestricted net position. The value of all of the County's capital assets, net of accumulated depreciation and any debt outstanding that

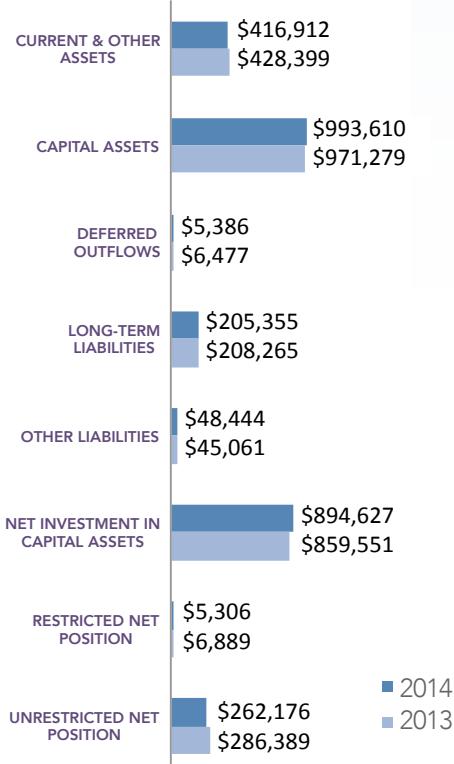
is associated with their purchase or construction, make up the category of net investment in capital assets. Restricted net position are those assets that have a restriction placed on them, typically by third parties; unspent bond proceeds and related debt and funds set aside for the payment of debt are good examples of these asset types. Unrestricted net position makes up the last component of net position, representing the resources that are available to finance the County's on-going operations.

These graphs present the County's assets and deferred outflows of resources, liabilities and deferred inflows of resources and net position. Changes in net position over time are an indication of an improving or deteriorating financial position. Governmental activities' net position increased by \$9,280 and business-type net position had a \$27,325 increase in total net position from September 30, 2013 to 2014, reflecting a positive and stable fiscal position for the County.

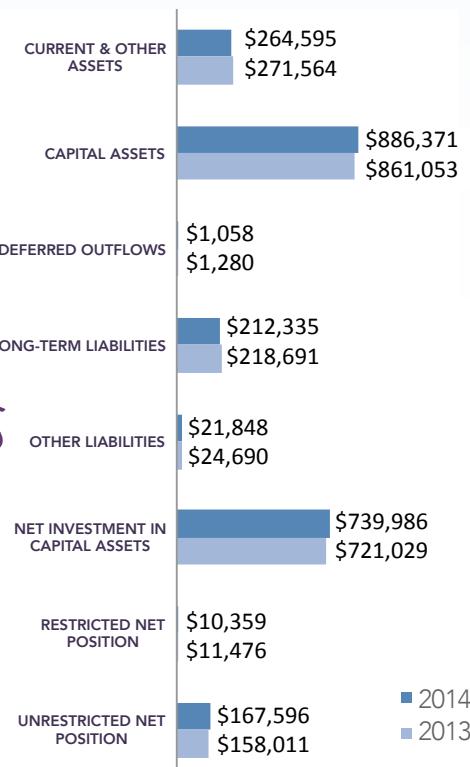
In the below graphs depicting the changes in net position, we can see that Manatee's County's governmental activities are at levels similar to those of 2013. The \$11,487 decrease in current and other assets and \$24,213 decrease in unrestricted net position is principally the result of expenditures utilized for capital assets and construction projects. The \$1,583 decrease in restricted net position is due to the use of restricted bond proceeds for energy saving utility construction projects. Donations of buildings associated with the Rubonia Community Center and Old Parish Schoolhouse and continued spending to improve our technology systems and expand our citizens' parks, roadways, and drainage systems increased capital assets by \$22,331.

Continued on next page....

Governmental Activities



Business-Type Activities



FINANCIAL REPORTING cont.

The business-type activities of Manatee County show near-consistent amounts in several categories from the prior year's amounts, with the exception of the capital assets and the net investment in capital assets. Capital spending by the utilities system for connectivity and processing improvements, and the purchase of two locomotives and the completion of the Berth 14 extension by the Port Authority led to an increase in capital assets of \$25,318. The category of net investment in capital assets increased \$18,857 due to the completion and acquisition of the aforementioned and other capital assets.

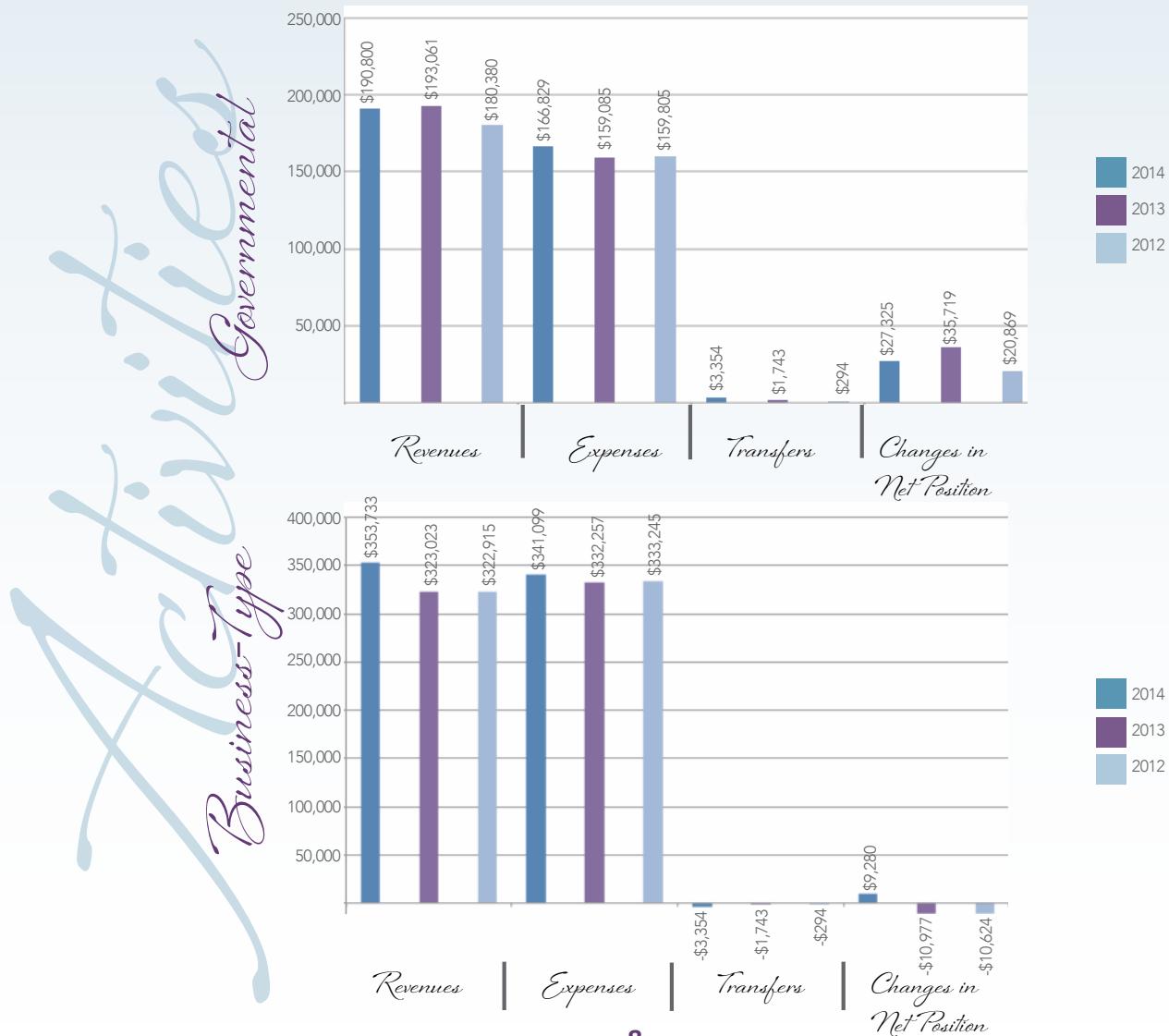
Long-term liabilities also decreased \$6,356 as the Utility systems bonds along with Port Authority bonds and notes became due and were paid in fiscal year 2014. The Port borrowed \$3 million from Hancock Bank, Manatee County Port Authority Revenue Note, Series 2014B for the purpose of refinancing the existing two harbor crane loans. This refinancing did not result in either a loss or economic gain. Additional long term liabilities were recorded for other post employment benefits and landfill closure costs.

The following comparative, government-wide Condensed Statement of Activities and related graphs present the revenues, expenses and changes in net position. Increasing

revenues, which outpace increased expenses, suggests that Manatee County is continuing to recover from the reduction in real estate values and the economic downturn, and starting to experience a slight increase in overall growth, coupled with controlled spending.

Program revenues consist of charges for services, operating grants (grants for daily business activities), capital grants (grants for capital projects and assets) and contributions. General revenues consist of property taxes, other taxes, state revenue sharing, interest income, miscellaneous revenues and intergovernmental transfers. Other expenses for governmental activities consist of physical and economic environment, human services, culture and recreation functions, interest payments on debt and intergovernmental transfers.

Overall, revenues increased by around \$28 million in the current year, and expenses increased \$17 million over the prior year's levels. In the general revenue category, a \$6.1 million increase in property taxes represents a slight increase in assessed property values. An increase in tourist tax revenues of \$1,523 is a positive indication that the tourist component of the County's economy is continuing to improve. An increase of \$10.5 million in charges for services



is predominately related to an increase in impact fee charges related to inspection fees, as these are now charged up front instead of on a per inspection basis, as well as an increase in the number of construction permits issued during the year. Operating grants and contributions decreased by \$7.1 million, primarily in the economic environment and human services functions, as funding sources were received in prior years. Capital grants and contributions increased by \$7,016 principally in the public safety, physical environment and transportation functions due to amounts expended in anticipation of grant reimbursements. The \$7.7 million increase in business-type expenses is primarily due to the addition of a payment in lieu of franchise fees that is paid from Water and Sewer to the General Fund. However, these increased expenses are partially offset by the \$3 million increase in business-type charges for services, largely due to the increase revenues related to a rate increase from Water & Sewer and from the

increase of water installations and reclaimed water connection fees. The \$6.1 million decrease in capital grants and contributions for business-type activities can be attributed to a reduction of grants received by the Port Authority for Berth 14 and the adjacent intermodal container yard, along with Stormwater for the Ware's Creek flood control project. Spending has continued to remain generally stable between 2013 and 2014. This is reflective of the County's commitment to provide those basic governmental services and public safety expected by its citizens, balanced with those functions whose costs can be managed in the near term in the face of slowly increasing revenues. The County continues to monitor its workforce to achieve a reasonable balance between cost cutting and continuation of service demands. Continued spending for general government, public safety and utilities activities accounted for 72% of the expenses in the current year. ■

Manatee County Statement of Activities

(In Thousands)

(In Thousands)

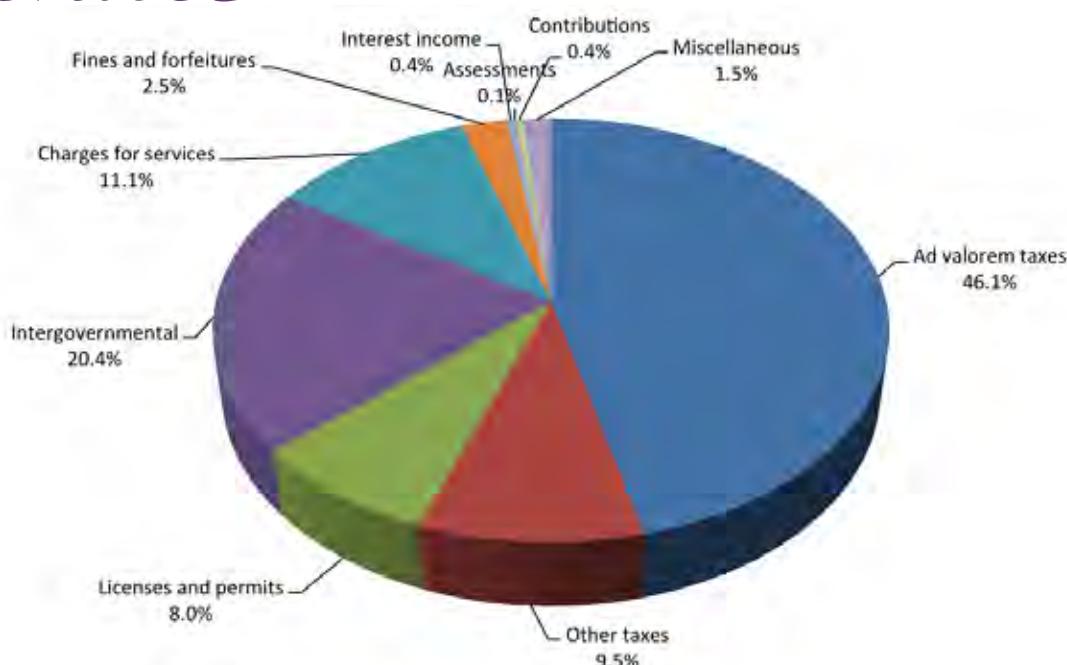
	GOVERNMENTAL ACTIVITIES						BUSINESS-TYPE ACTIVITIES						TOTAL					
	2014			2013			2012			2011			2014			2013		
Revenues	\$	104,924	\$	94,467	\$	85,794	\$	190,638	\$	192,884	\$	179,095	\$	295,562	\$	287,351	\$	94,467
Program revenues		248,809		228,556		237,121		162		177		1,285		248,971		228,733		228,556
General revenues		353,733		323,023		322,915		190,800		193,061		180,380		544,533		516,084		323,023
Total revenues																		
Expenses																		
General government		80,600		77,800		80,151		-		-		-		80,600		77,800		77,800
Public safety		146,534		141,768		145,074		-		-		-		146,534		141,768		141,768
Transportation		36,872		35,118		34,304		-		-		-		36,872		35,118		35,118
Utilities		-		-		-		136,688		129,111		128,914		136,688		129,111		-
Port Authority		-		-		-		15,452.00		15,311.00		15,043.00		15,452		15,311		-
Other		77,093		77,571		73,716		14,689		14,663		15,848		91,782		92,234		77,571
Total expenses		341,099		332,257		333,245		166,829		159,085		159,805		507,928		491,342		332,257
Transfers																		
Total transfers		(3,354)		(1,743)		(294)		3,354		1,743		294		-		-		(1,743)
Changes in net position		9,280		(10,977)		(10,624)		27,325		35,719		20,869		36,605		24,742		(10,977)
Beginning net position		1,152,829		1,163,806		1,174,430		890,516		854,797		833,928		2,043,345		2,018,603		1,163,806
Ending net position		\$ 1,162,109		\$ 1,152,829		\$ 1,163,806		\$ 917,841		\$ 890,516		\$ 854,797		\$ 2,079,950		\$ 2,043,345		\$ 1,152,829

GENERAL GOVERNMENTAL FUNDS

Governmental funds are used to account for tax supported activities. The classifications of certain financial transactions are recorded per fund accounting requirements. The primary differences between the government-wide statement of revenues and expenses on the preceding pages and the governmental fund statistics on this page are:

- GOVERNMENT FUND REVENUES include all proceeds from the sale of capital assets, but exclude donations, net revenue of internal service funds and certain deferred revenues.
- GOVERNMENT FUND EXPENDITURES include capital outlays for the acquisition of new assets, expenditures for debt issuance costs and the repayment of principal of long term debt, but exclude deferred expenses and annual depreciation and amortization charges.

Revenues



Revenues

For fiscal 2014, revenues in the general government fund increased by approximately \$25 million from the prior fiscal year, with \$8.7 million of this increase due to an increase in intergovernmental revenues primarily attributed to the inception of a payment in lieu of franchise fee payable from Utilities to the General Fund. Ad valorem taxes increased \$6 million due to an increase in assessed property values and millage rates. Fines and forfeitures increased by \$7 million largely from a legislative change in 2013, which allows a portion of State money for judgment and fines to be retained by the Clerk's office. License and permits increased by \$3.8 million reflective of a 22% increase in the number of construction permits issued compared to the prior fiscal year.

In fiscal year 2013, revenues in the general governmental funds increased by approximately \$8 million from the prior fiscal year, with \$6.9 million of this increase from an increase

	FY 2014	FY 2013	FY 2012
Ad valorem taxes	\$160,543	\$154,445	\$157,628
Other taxes	33,047	30,624	29,863
Licenses and permits	27,869	24,035	17,144
Intergovernmental	71,078	62,406	64,148
Charges for services	38,673	40,112	36,382
Fines and forfeitures	8,759	1,787	1,067
Interest income	1,299	1,237	2,074
Assessments	173	532	94
Contributions	1,656	2,397	1,941
Miscellaneous	5,427	6,030	5,233
	\$348,524	\$323,605	\$315,574

in impact fees as inspection costs are now charged up front instead of on a per inspection basis along with increased permits being issued this fiscal year. Charges for services increased \$3.7 million due to higher revenues in the public safety, transportation, and culture and recreation functions. This increase in revenue is offset by a \$3.2 million decrease in ad valorem taxes due to the continued decline in assessed property values.

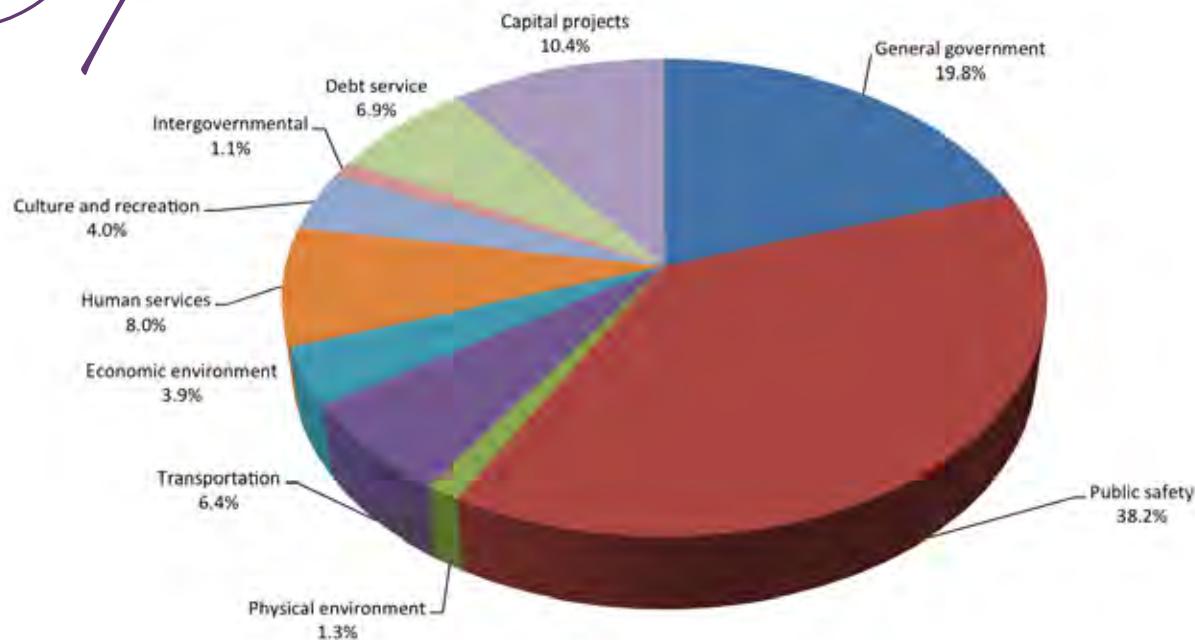
Expenditures

During fiscal year 2014, expenditures in the general governmental funds increased by \$44 million from the prior fiscal year, with \$20.5 million in additional spending on capital projects, primarily for the purchase of certain energy savings equipment, renovation of the Historic Courthouse, and transportation improvements. Debt service increased \$6.6 million over prior fiscal year,

primarily from the current refunding of the 2003 General Obligation Bonds. The remaining expenditure increases of \$16.9 million were spread over the other functional units, with general government and public safety incurring \$14 million of that amount.

For fiscal year 2013, expenditures in the general governmental funds decreased slightly by around \$3 million from the prior fiscal year. Public safety and transportation functions experienced a combined \$4 million decrease, and capital project expenditures decreased \$3.5 million over 2012 expenditures. These decreases in expenditures were offset by the increased expenditures of \$3 million in the economic environment function due to the increase of Federal and State Grant activity as well as a boost in advertising for tourist development. ■

Expenditures



	FY 2014	FY 2013	FY 2012
General government	\$74,199	\$70,073	\$68,914
Public safety	142,977	133,028	134,356
Physical environment	4,758	4,291	4,625
Transportation	23,927	19,138	21,776
Economic environment	14,471	16,413	13,387
Human services	30,088	30,148	30,051
Culture and recreation	14,831	14,507	14,388
Intergovernmental	4,026	4,568	3,781
Debt service	25,778	19,206	19,578
Capital projects	39,041	18,493	22,008
	\$374,096	\$329,865	\$332,864



CLERK OF THE CIRCUIT COURT AND COMPTROLLER

The office of the Clerk of Circuit Court, an elected public trustee, was established by the Florida Constitution over 150 years ago. Responsible for 926 separate duties, the Clerk is accountable to the citizens of Manatee County, not to any elected official, thereby creating a system of "checks and balances" at the county level that has served the public well.

The Clerk oversees a complex organization that performs a wide range of record keeping, information management and financial management in the judicial system and county government.

The Clerk serves as the:

- Chief Financial Officer, accountant and auditor to the Board of County Commissioners, Port Authority and Civic Center Authority.
- Custodian of public records, public funds and public property.
- Clerk of the Circuit and County Courts 12th Judicial District.
- Collector and distributor of court fines and fees, child support and alimony payments and statutory assessments.
- Custodian of court records and ensures that the courts' orders, judgments and directives are carried out within the parameters allowed by law.

R.B. "Chips" Shore has served as Manatee County Clerk of the Circuit Court and Comptroller since 1976. During his tenure as Clerk, a number of his major initiatives have involved incorporating technology and automating operations.

FINANCE

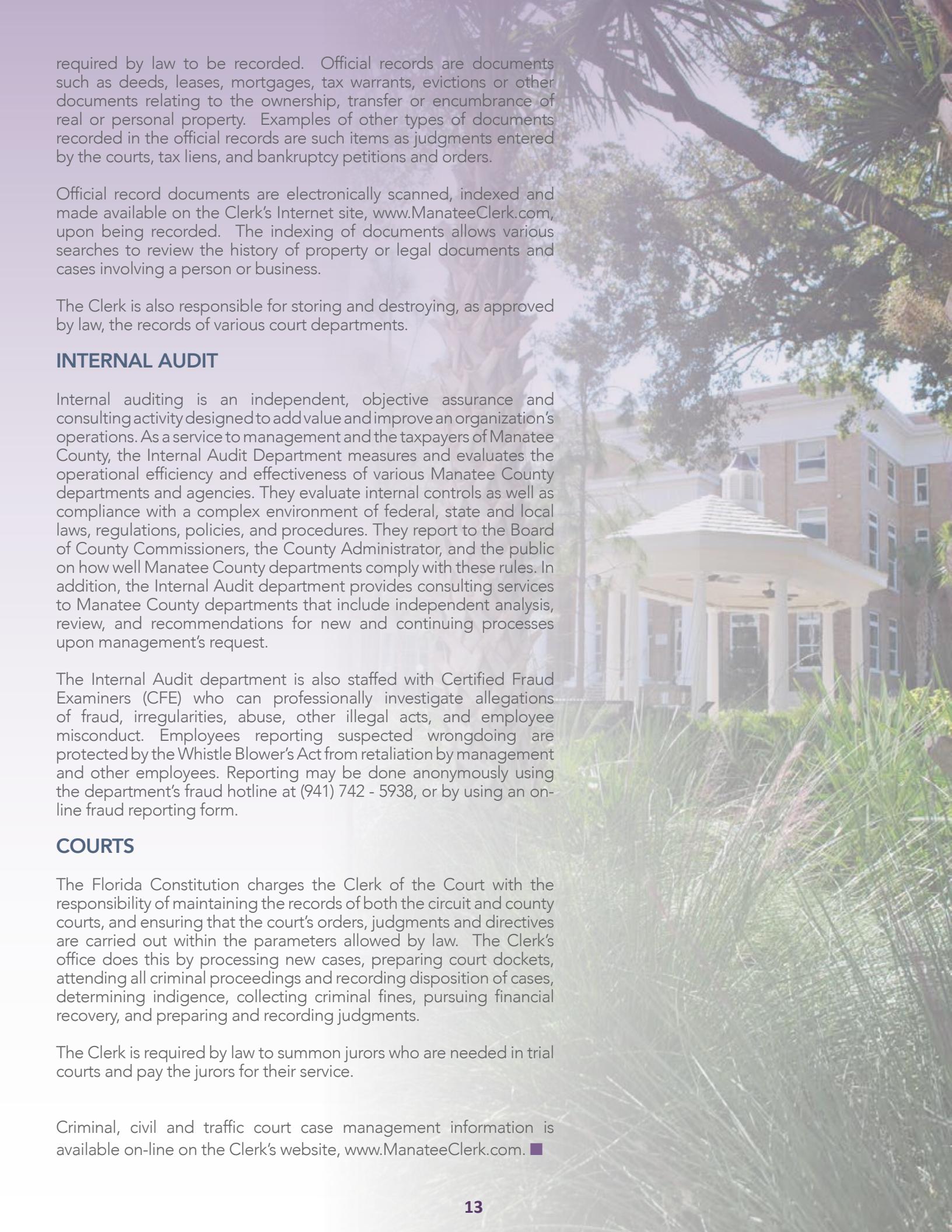
The Finance Department is responsible for carrying out the Clerk's duties as the county's chief financial officer and comptroller for the Board of County Commissioners, Port Authority and Civic Center Authority. Those duties include pre-auditing disbursements made on behalf of the county.

The Finance Department also processes payroll for the Board and the Clerk, manages the county's investment portfolio, maintains the records and conducts annual physical inventories of capital assets for the Board, Clerk, Property Appraiser, Supervisor of Elections and Tax Collector and, as the accountant to the Board, prepares financial reports.

Each year, the Finance Department produces the County's Comprehensive Annual Financial Report, the Public Utilities System Annual Financial Report, the Manatee County Port Authority Comprehensive Annual Financial Report, the Popular Report, as well as individual statements and reports for the Clerk of the Circuit Court.

ENTERPRISE CONTENT

The Clerk of the Court is the official record keeper of all instruments



required by law to be recorded. Official records are documents such as deeds, leases, mortgages, tax warrants, evictions or other documents relating to the ownership, transfer or encumbrance of real or personal property. Examples of other types of documents recorded in the official records are such items as judgments entered by the courts, tax liens, and bankruptcy petitions and orders.

Official record documents are electronically scanned, indexed and made available on the Clerk's Internet site, www.ManateeClerk.com, upon being recorded. The indexing of documents allows various searches to review the history of property or legal documents and cases involving a person or business.

The Clerk is also responsible for storing and destroying, as approved by law, the records of various court departments.

INTERNAL AUDIT

Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve an organization's operations. As a service to management and the taxpayers of Manatee County, the Internal Audit Department measures and evaluates the operational efficiency and effectiveness of various Manatee County departments and agencies. They evaluate internal controls as well as compliance with a complex environment of federal, state and local laws, regulations, policies, and procedures. They report to the Board of County Commissioners, the County Administrator, and the public on how well Manatee County departments comply with these rules. In addition, the Internal Audit department provides consulting services to Manatee County departments that include independent analysis, review, and recommendations for new and continuing processes upon management's request.

The Internal Audit department is also staffed with Certified Fraud Examiners (CFE) who can professionally investigate allegations of fraud, irregularities, abuse, other illegal acts, and employee misconduct. Employees reporting suspected wrongdoing are protected by the Whistle Blower's Act from retaliation by management and other employees. Reporting may be done anonymously using the department's fraud hotline at (941) 742 - 5938, or by using an on-line fraud reporting form.

COURTS

The Florida Constitution charges the Clerk of the Court with the responsibility of maintaining the records of both the circuit and county courts, and ensuring that the court's orders, judgments and directives are carried out within the parameters allowed by law. The Clerk's office does this by processing new cases, preparing court dockets, attending all criminal proceedings and recording disposition of cases, determining indigence, collecting criminal fines, pursuing financial recovery, and preparing and recording judgments.

The Clerk is required by law to summon jurors who are needed in trial courts and pay the jurors for their service.

Criminal, civil and traffic court case management information is available on-line on the Clerk's website, www.ManateeClerk.com. ■



Coontie

PROGRAMS & SERVICES

CHILD SUPPORT ENFORCEMENT

Child Support Enforcement began operation under the Clerk in 1985, when collections were approximately \$5,000 per month. That figure has grown to over \$2 million per month.

Staff attorneys represent the Department of Revenue in civil litigation involving paternity establishment, child support establishment, modification and enforcement. This department handles cases in which the person owing support or the person due support lives either in Manatee County, Florida, another state, or a foreign country where reciprocal agreements exist for child support services.

By law, these services are provided to parents or caretaker relatives who receive public assistance, Medicaid and/or food stamps for the child in their care. Parents not receiving such assistance may request child support services free of charge.

Enforcement of Child Support orders for non compliant parents can be done through several methods such as drivers' license suspension, wage withholding and interception of Internal Revenue Service refunds, unemployment compensation and lottery winnings.

Funds paid for court-ordered support cases are processed through the State Disbursement Unit.

TEEN COURT AND TEEN COURT TOO

Teen Court and Teen Court Too were established by the Clerk to provide early intervention of young offenders to prevent a pattern of criminal behavior.

Children, ages 10-17 who meet certain criteria are referred to the programs by the Juvenile Assessment Center, the State Attorney's Office, law enforcement agencies, juvenile court and school resource officers. Teen Court and Teen Court Too volunteers, who are in elementary, middle and high school, perform the roles of prosecuting and defense attorneys, clerks, bailiffs and jury. Local attorneys, who volunteer their time, act as the judge and are the only adults directly involved in the proceedings.

Offenders accept the consequences of their acts through community service, serving on jury duty for other Teen Court cases and any other disciplinary measures sanctioned by the Teen Court jury. In 2014, 410 children successfully completed Teen Court and Teen Court Too and contributed over 9,384 community service hours to the community. An additional 238 youth volunteers donated over 3,202 hours of volunteer time to the community.

VIOLENCE PROTECTION

The Clerk's Violence Protection Advocate division provides assistance to victims of domestic, repeat, dating, stalking and sexual violence. They help victims by explaining the procedures involved in filing a petition, processing the temporary injunction, attending the hearing for final injunction and requesting modifications, reporting violations of injunctions and assisting in the criminal prosecutions.

HISTORICAL RESOURCES

The Historical Resources Division is responsible for the management of the Manatee Historical Village Park, Manatee County Historical Records Library, the Palmetto Historical Park, the Manatee County Agricultural Museum and the Florida Maritime Museum.

Visitors to the Manatee Historical Village Park experience the lifestyles of pioneer families. The park includes the first county courthouse, a sugar cane mill, a pioneer farm, a boat works, a schoolhouse, a steam train, a blacksmith shop and a church as well as the Wiggins General Store. Many of the structures have been moved to the park and carefully maintained or restored as closely as possible to their original state.

The Manatee County Historical Records Library, the first archival library of its kind in Florida, was opened in 1979. It is housed in a 1918 Carnegie Library. Deed books, marriage licenses, probate files and County commission records, as well as court minute books, are archived there for use by historians and genealogists.

The Palmetto Historical Park also features a Carnegie Library which holds the histories of many families and businesses. Several restored buildings surround the Carnegie Library.

and together make up Palmetto Historical Park.

The Manatee County Agricultural Museum highlights the important role agriculture has played in our community. At the museum, visitors can explore the past through photographs, machinery, exhibits, slides and video presentations.

The Florida Maritime Museum is housed in the restored 1912 Cortez Schoolhouse. The museum is dedicated to the gathering, presentation and interpretation of Florida's Maritime Heritage, with special emphasis on the historic

fishing village of Cortez as a traditional maritime community within the greater context of Florida's maritime history.

PUBLIC ACCESS

The Public Access Department centralizes the everyday public records requests and provides access to the public for electronic records searches. They also review all electronically filed documents and perform necessary redactions of confidential information pursuant to Florida law. Public Access completed 4,482 phone, email, postal mail and walk-in record requests during fiscal year 2014. ■

SUPPORT SERVICES

BOARD RECORDS

Board Records maintains the records of the official actions of 19 boards and committees in Manatee County. This includes taking minutes of the board meeting and keeping the official records, as well as files and exhibits of official actions. Board Records keeps electronic minute books, scans documents, and offers on-line verification of those minutes and documents. These actions improve the on-line availability of the records to the public.

CLERK'S TECHNOLOGY SERVICES

Clerk's Technology Services plans, assembles and maintains the information systems needed to support the duties of the Clerk of the Court in a timely efficient manner. The department's director, analysts, programmers, technicians and support staff ensure that the Clerk's computer system and software applications fulfill present needs, as well as plans for the future.

EMPLOYEE RELATIONS

The Employee Relations Department is responsible for all Human Resource functions within the Clerk's Office. From recruiting new employees to training and supporting staff, Employee Relations maintains productive working relationships with Clerk employees. The Employee Relations Department also administers policies, programs and benefits packages, looking for new approaches and innovative practices in all areas of HR management to help develop the Clerk's employees' full potential for serving the citizens of Manatee County. ■

CLERK OF CIRCUIT COURT

	2014	2013
Budget	\$13,647	\$13,562
Expenditures	\$12,223	\$11,416

OTHER CONSTITUTIONAL OFFICERS

PROPERTY APPRAISER • CHARLES E. HACKNEY

- Annually appraises real and tangible personal property in Manatee County
- Maintains current property ownership records for assessment purposes
- Maintains the county section maps and aerial photos
- Administers all property tax exemptions
- Produces the ad valorem tax roll annually
- Provides data updates at: www.Manateepao.com

PROPERTY APPRAISER

	2014	2013
Budget	\$4,383	\$4,095
Expenditures	\$4,298	\$4,084

TAX COLLECTOR • KEN BURTON, JR

- Collects ad valorem taxes
- Collects tourist development taxes

- Registers and titles vehicles, boats and motor homes
- Issues disabled parking permits
- Issues hunting and fishing licenses
- Provides Florida driver license services, including driving tests, and transfers of valid out-of-state driver's licenses
- \$2.7 million in unused revenue returned to the County
- Handles voter registration applications
- Services available on website: www.taxcollector.com
 - Renew vehicle, vessel or mobile home registrations
 - Pay property taxes
 - Obtain hunting and fishing licenses
 - Pay tourist development taxes

TAX COLLECTOR

	2014	2013
Budget	\$8,788	\$8,313
Expenditures	\$8,542	\$8,084

OTHER CONSTITUTIONAL OFFICERS

SHERIFF • W. BRAD STEUBE

- Provides law enforcement services to Manatee County
- Responsible for all county inmate care, custody and control
- Provides bailiffs and security for court system
- Provides countywide, specialized explosive response capability
- Conducts education programs at the jail (LIFE-Leading Inmates to Future Employment) to train inmates in a trade to enhance their return to society after their release from jail, i.e. engine repair, meat processing, horticulture, GED classes, auto body repair/paint, hydroponics, aquaculture (fish farming), custom garment and sewing, mattress production and grist mill operation
- Provides support to the Manatee County School System through the School Resource Officer Program
- Provides Special Team Support, Special Weapons and Tactics (SWAT), Dive Team, Marine, Aviation, Mounted Patrol, Special Response Team (SRT) as requested to city law enforcement jurisdictions
- Contracts with DCF to provide child protection services
- Provides sexual predator unit to monitor sexual offenders
- Maintains comprehensive emergency services unit to respond to natural disasters
- Operates an accredited corrections officer training academy
- Provides Sheriff's Patrol TV show, Traffic hotline, Teen Challenge Driver Training, Citizens Academy
- Road Gangs for County maintenance
- Operates juvenile booking facility
- Contracts with the City of Anna Maria for law enforcement services
- Provides drug drop boxes for secure disposal of prescription drugs

- Provide parking SAFEZONES for citizen's internet transactions (i.e. Craigslist)

For additional information visit : www.ManateeSheriff.com

SHERIFF		
	2014	2013
Budget	\$111,416	\$104,119
Expenditures	\$105,419	\$96,723

SUPERVISOR OF ELECTIONS • MICHAEL BENNETT

- Registers voters and maintains accurate voter registrations files
- Educates voters
- Expanded website: www.votemanatee.com
- Conducts all national, state, local and special taxing district elections
- Uses the state certified optical scan voting system
- All precincts equipped with disability compliant voting equipment
- Provides electronic poll book at all precincts and early voting sites
- Registered voters as of Jan 1, 2014: 205,858
- Eligible voters in the last general election (November 2014): 213,173
- Eligible voters in the last primary election (August 2014): 210,312

SUPERVISOR OF ELECTIONS		
	2014	2013
Budget	\$4,952	\$2,578
Expenditures	\$1,834	\$2,366

Pink Milkweed

BOARD OF COUNTY COMMISSIONERS

LARRY BUSTLE, Chairman

Vanessa Baugh
Betsy Benac
John Chappie
Robin DiSabatino
Michael Gallen
Carol Whitmore

The Board of County Commissioners governs Manatee County. It has seven members: one elected from each of five districts and two elected at-large for alternating four-year terms. The members select their chairman and vice-chairman for one-year terms.

Board meetings are held Tuesdays at 9 a.m. and are open to the public. The Commissioners also sit as the Manatee County Port Authority and Civic Center Authority, and elect officers separately for those entities.

The board makes policy decisions, which are implemented by an appointed county administrator who directs the activities of employees.

The Board of County Commissioners budgets and provides funding for the various county departments and the operations of the constitutional officers. Fees collected by the Clerk of the Circuit Court and Comptroller and the Tax Collector provide funding for the budgets of those offices. ■



COUNTY DEPARTMENTS

General Government Operations

ADMINISTRATION

The county administrator is appointed by the Board of County Commissioners to implement the policies and programs established by the Board. The administrator oversees all county staff and departments and is responsible for managing County programs, facilities and services to residents. Public relations, intergovernmental relations, legislative affairs and the Citizen's Action Center are managed through the County Administrator's Office. The County Administrator's Office also oversees the Manatee County Employee Health Benefits Division which provides a comprehensive group major medical program, wellness program and dental plan for County employees and their families.

	2014	2013
Budget	\$2,652	\$2,346
Expenditures	\$2,499	\$2,307

BUILDING & DEVELOPMENT SERVICES

The Building and Development Services Department is responsible for maintaining the County's Land Development Code and Comprehensive Plan for unincorporated Manatee County, as well as monitoring and regulating construction to protect public health and safety. The Building/Regulation Compliance program consists of permitting intake, contractor licensing, plans review, floodplain management, inspections, and administrative functions. The Planning and Development program provides land development information and requirements to developers and citizens. Code Enforcement conducts compliance for the land development code, county ordinances and building codes and responds to and follows up on complaints of potential violators.

	2014	2013
Budget	\$11,797	\$8,872
Expenditures	\$10,312	\$8,754

COMMUNITY SERVICES

The Community Services Department provides a vast array of resources, programs, and educational information to all segments of the County's population. The **HUMAN SERVICES DIVISION** oversees services and programs

COUNTY DEPARTMENTS

General Government Operations

designed to assist vulnerable and/or at risk youth, disabled, elderly or economically/socially disadvantaged individuals meet the most basic of human needs. They administer more than \$29.7 million in funds to a variety of not-for-profit agencies for community based services as well as \$2.7 million in grant revenues and/or contracts for a number of federally and state mandated human service programs. The **VETERAN SERVICES DIVISION** is charged with assisting Veterans and their dependents in obtaining service related benefits and addressing their health care and transportation needs. The **PROBATION DIVISION** provides pre and post-sentence services including supervised release services. The **AGRICULTURE AND EXTENSION SERVICES DIVISION** provides research based information through educational programming and the application of best management practices on farms and in urban settings. The division partners with the Institute of Food and Agriculture Sciences (IFAS)/ University of Florida Extension Service and the United States Department of Agriculture (USDA) Natural Resource Conservation Service, with the assistance of Citizen Advisory committees, enabling citizens to solve agricultural, conservation or environmental problems, which improves quality of life for residents. They also sponsor the 4-H Youth program.

COMMUNITY SERVICES		
	2014	2013
Budget	\$4,673	\$4,409
Expenditures	\$4,345	\$4,070

CONVENTION AND VISITORS BUREAU

The Convention and Visitors Bureau promotes our destination to prospective tourists both nationally and internationally. It also manages the Bradenton Area Convention Center and the Powel Crosley Estate which facilitate hundreds of events annually.

CONVENTION AND VISITORS BUREAU		
	2014	2013
Budget	\$5,679	\$5,029
Expenditures	\$4,731	\$4,723

COUNTY ATTORNEY

The County Attorney's Office functions as an in-house law firm, providing legal advice to the Board of County Commissioners and its various operating departments. The County Attorney's Office also represents the Board

in state and federal courts and in administrative law settings. The **RISK MANAGEMENT DIVISION** of the County Attorney's Office works to reduce the County's exposure to liability and to enhance the operational safety of County employees and of the general public. The Risk Management Division administers the County's self-insurance program by evaluating and adjusting claims against the County. The County Attorney reports directly to the Board of County Commissioners.

COUNTY ATTORNEY

	2014	2013
Budget	\$2,281	\$2,161
Expenditures	\$2,236	\$2,127

FINANCIAL MANAGEMENT

The Financial Management Department (FMD) develops, reviews and implements the county budget, capital improvements program and related county policies. They work closely with county departments, the county administrator and the Board of County Commissioners in all areas of financial management. FMD provides procurement services for county departments and other agencies and oversees impact fee administration, providing for monitoring and collection of impact fees, which are one-time charges assessed when new homes or businesses are built or when existing homes or businesses are expanded.

FINANCIAL MANAGEMENT

	2014	2013
Budget	\$1,816	\$1,828
Expenditures	\$1,816	\$1,814

HUMAN RESOURCES

The Human Resources Department (HR) administers the Equal Employment Opportunity (EEO) Policy of the Board of County Commissioners, provides employee recognition programs, training and retirement assistance. HR oversees recruiting, hiring and related screening and background verifications, and conducts new hire orientation, job studies and salary surveys.

HUMAN SERVICES

	2014	2013
Budget	\$1,083	\$961
Expenditures	\$1,038	\$884

INFORMATION TECHNOLOGY SERVICES

Information Technology Services (ITS) provides multiple forms of technology to Manatee County Government and the citizens of Manatee County in order to meet their informational needs. The department manages services that support the Countywide Technology Program, County fiber network, Telecommunications Program, Radio Repair Program, Radio Infrastructure and the PC Purchase and Replacement Program. The County-wide Technology program provides full support to all Board of County Commissioner Departments and varying levels of support to other elected officials' offices.

INFORMATION SERVICES

	2014	2013
Budget	\$9,607	\$8,595
Expenditures	\$7,741	\$7,393

NEIGHBORHOOD SERVICES

The Neighborhood Services Department nurtures the establishment of new neighborhoods, assists with the revitalization of existing or aging neighborhoods and provides economic development growth throughout Manatee County. The Department provides administrative and policy leadership for four divisions: Economic Development, Neighborhood Planning, Community Development and Library Services, are funded under three budget-supported programs. The **LIBRARY SERVICES PROGRAM** includes six library facilities plus extensive virtual services via our website. In addition to the traditional readers, advisory services and print collections, Manatee libraries focus upon providing computer access, research and homework help, meeting room space, social service referrals, job search assistance, informational and educational programming, audio visual materials, and an ever-expanding selection of eBooks, eAudio and streaming video for the County's citizens of all ages. Library usage topped the 3 million mark for the first time this last fiscal year. The **NEIGHBORHOOD DEVELOPMENT PROGRAM** targets Board approved neighborhoods with large populations of low income residents, blighted conditions and a minimal economic base; however all unincorporated neighborhoods are eligible to receive services. The department coordinates Federal, State, and local grant programs emphasizing redevelopment and capital improvements in these areas through housing rehabilitation for income eligible citizens using federal Community Development Block Grant and HOME programs. The **ECONOMIC DEVELOPMENT PROGRAM** provides a strong emphasis on job creation and retention using a business friendly, at-your-service approach and by leveraging the Manatee County Economic Development Incentives and Rapid Response

Permitting. More than 3,500 new quality jobs are projected to be created through the local incentive program over the next five to ten years. Neighborhood services is also taking an active role in the redevelopment of aging areas of the county throughout a newly established Southwest Tax Increment Financing District. This new TIF aims to stimulate economic growth through public investments by capturing the additional property tax revenue from rising real estate values.

NEIGHBORHOOD SERVICES

	2014	2013
Budget	\$11,024	\$9,084
Expenditures	\$ 8,894	\$8,004

PARKS AND NATURAL RESOURCES

The Parks and Natural Resources Department is a diverse department that oversees a multitude of recreational and athletic opportunities throughout our public parks and natural preserves system. The Parks division supervises, coordinates and implements county recreational programs and facilities. Administrative Services provides administrative, contract management, policy guidance and oversight for recreational programs, personnel, budget and fiscal management. The Natural Resources division manages over 30,000 acres of County preserved lands and coastal resources. Responsibilities include acquisition, restoration and passive recreational development of environmentally-sensitive land. They also oversee projects such as beach renourishment, phosphate mining regulation, boat ramps, artificial reefs, navigation aids and abandoned vessel removal. The department protects ground water through its involvement with governmental permits related to pollutant storage tanks, hazardous waste, water wells and mining and shell pit operations

PARKS AND NATURAL RESOURCES

	2014	2013
Budget	\$7,799	\$10,965
Expenditures	\$5,786	\$ 9,932

PROPERTY MANAGEMENT

The Property Management Department consists of six unique divisions: **BUILDING MANAGEMENT** maintains and manages County facilities providing electrical, air conditioning, plumbing and maintenance services. **CONSTRUCTION SERVICES** completes minor construction and renovation projects and provides vertical construction management resources for County owned facilities. **PROPERTY ACQUISITION** manages land purchases, easements, land exchanges, leases, vacations

COUNTY DEPARTMENTS cont.

General Government Operations

and acquisition of property for capital improvement road projects. The **SURVEY DIVISION** provides survey services for County departments and ensures compliance with State and County rules and regulations for recorded plats. **RECORDS MANAGEMENT** oversees electronic records retention and copy services for County departments and is responsible for mail and courier services for both the County departments and Constitutional officers. **PARKS MAINTENANCE** maintains 52 park and 42 non-park facilities covering over 1,000 acres and 2.6 miles of beaches.

PROPERTY MANAGEMENT

	2014	2013
Budget	\$14,146	\$12,123
Expenditures	\$12,351	\$10,618

PUBLIC SAFETY

The Public Safety department's mission is to "serve its community with compassion, honor and commitment." **ANIMAL SERVICES** enforces state and local animal control statutes and ordinances, shelters impounded animals, promotes responsible pet ownership through education of owners on spay/neuter and leash rules, and facilitates adoptions through its own programs and those of its animal rescue partners in the community. The **EMERGENCY COMMUNICATIONS CENTER (ECC/911)** processes 911 calls from the community, dispatching and coordinating fire, emergency medical services resources and law enforcement agencies throughout the county. **EMERGENCY MANAGEMENT** plans for and assists in response to all disasters, man-made or natural, including public education and assistance to County and municipal agencies in the development of "continuity of operations" (COOP) plans. **EMERGENCY MEDICAL SERVICES (EMS)** provides advanced life support treatment and transport services throughout the entire County. Marine Rescue is responsible for protecting our residents and visitors while they visit public beaches.

PUBLIC SAFETY

	2014	2013
Budget	\$21,531	\$20,599
Expenditures	\$20,312	\$19,912

PUBLIC WORKS DEPARTMENT

The Public Works Department is comprised of administrative services as well as twelve divisions within three operational business centers:

ADMINISTRATIVE SERVICES:

ADMINISTRATION provides clerical supports to the Public Works Director and Deputy Directors. The **EMPLOYEE RESOURCE CENTER** coordinates personnel matters and acts as an emergency liaison with the County Emergency Operations Center. **FISCAL OPERATIONS** supports the financial management of Public Works cost centers.

ENGINEERING SERVICES:

ROAD/BRIDGE ENGINEERING performs engineering for Capital Improvement Projects (CIP) projects involving roadway, sidewalk, and intersection improvements, along with computer aided design (CAD) operations. **UTILITY ENGINEERING** reviews private development utility plans, CIP design and conflict resolution, engineering and utility master planning while supporting County operations and providing CAD support, permit preparation and water/wastewater computer modeling. **STORMWATER MANAGEMENT** performs tasks from review through certification activities related to stormwater facilities, public and private development plans, and growth management. They provide permit acquisition and design services for County, federal and state agency sponsored CIP projects, review and approve no-rise certificates for FEMA floodway improvements, participate in renewing the FEMA Community Rating System for flood insurance discounts, and ensure NPDES permit compliance for the EPA. **INFRASTRUCTURE INSPECTIONS** inspects all horizontal commercial and development construction projects. **PROJECT MANAGEMENT** oversees all phases of Manatee County's roadway, potable water, waste water, reclaimed water, stormwater and landfill projects.

FIELD OPERATIONS SERVICES:

FIELD MAINTENANCE maintains, repairs and improves approximately 1,432 miles of paved and unpaved roadway and related rights-of-way. They maintain over 166 miles of canals, an estimated 21,015 stormwater inlets, all roadside ditches, retention ponds, storm water pipes and off-road pipes and associated structures. Road gangs enhance the labor force as part of a cooperative program with the Sheriff's Office. **FLEET SERVICES** operates a County-wide fleet management program, consisting of four service facilities with three parts distribution centers. They collect and analyze vehicle repair, utilization, and life cycle data while managing the vehicle replacement process to maintain a safe and efficient vehicle fleet. **FUEL/INVENTORY OPERATIONS** maintains inventory used by all Public Works' divisions and disposes of County-wide surplus items. Staff manages fuel and distributes over 2 million gallons of gasoline and diesel annually from 160 fuel storage tanks. Customers include all County departments, Sheriff's office, School Board and Fire Rescue. **MANATEE COUNTY AREA TRANSIT** provides access to bus service with 13 fixed routes Monday-Saturday, free daily trolley service on Anna Maria Island. They operate a daily demand

response transit service (Paratransit) for disabled individuals and transport to special needs shelter during emergency events.

PUBLIC WORKS

	2014	2013
Budget	\$16,642	\$15,333
Expenditures	\$14,688	\$11,373

TRAFFIC MANAGEMENT

TRANSPORTATION PLANNING responsibilities include transportation concurrency implementation, updates to the traffic section of the Comprehensive Plan, impact fee review, determining right-of-way needs, preparing transportation related development orders, maintenance of the concurrency database system for both transportation and non-transportation components and undertaking traffic study reviews;

TRAFFIC DESIGN develops, implements, and administers various traffic engineering studies, construction plan review, vehicle count and crash data. In addition, they conduct signal timing and coordination for over 200 traffic signals throughout the County. The Traffic Design division includes the regional Traffic Management Center, providing a

unified intelligent transportation management system for Manatee and Sarasota counties and cities by using traffic control system software, which manages traffic signals, cameras and vehicle detection devices to improve traffic flow.

TRAFFIC OPERATIONS provides all maintenance of over 200 State and County signalized intersections, over 2,000 street lights, 67 school zone flashers, 20 permanent count stations, 4 dynamic message signs and maintenance pavement markings on 374 miles of paved County roads.

BCC COURT FUNDING

	2014	2013
Budget	\$2,836	\$2,887
Expenditures	\$2,641	\$2,458

BCC COURT FUNDING

The Board of County Commissioners funds various costs to assist in the support of the state court system in addition to those costs expended by the Clerk of Circuit Court, including court costs, court administration costs, Public Defender and State Attorney costs. ■

PROPRIETARY OPERATIONS

PUBLIC UTILITIES SYSTEM

The County provides utility services through various operational and fiscal management divisions under a number of county departments. In 1991, the County combined its existing Water and Wastewater Systems, Solid Waste System and Stormwater Management System into one public utility.

The **UTILITIES DEPARTMENT** operates the County's water, wastewater and solid waste systems. The Water Division operates, maintains and monitors the County's drinking water supply, water treatment facility, laboratory and distribution system including meter reading and water conservation efforts. The Wastewater Division manages pumping stations, gravity and force main lines and three regional treatment plants that process wastewater into effluent usable for urban and agricultural irrigation. The Solid Waste division operates and maintains the Lena Road Landfill, scalehouse and recycling program. Utilities Customer Service and Billing Collections division provides services to system customers.

The **PUBLIC WORKS DEPARTMENT** through the Stormwater Division maintains and ensures the flood carrying capacity of the Stormwater drainage system and develops and implements the Stormwater Management Plan. The department also provides engineering services for utilities projects, reviews construction plans, and provides survey locations and record support services for the Utilities System.

The **INFORMATION SERVICES DEPARTMENT** develops and maintains a digital base of geo-referenced information about the County's public utilities infrastructure and produces graphic displays of the information.

The **AGRICULTURE AND RESOURCE CONSERVATION DEPARTMENT** administers the water conservation education program for the County Utilities System.

The Public Utilities System's capacity to pay the principal and interest due on its bonds is referred to as "revenue bond coverage." Although the system is required to maintain revenue bond coverage of 115%, fiscal year 2014's coverage was 289%.

PUBLIC UTILITIES SYSTEM	2014	2013
Operating revenues & interest income	\$147,403	\$143,677
Grant and contributions	18,378	18,937
Total Expenses	(111,284)	(102,419)
Excess of revenues over expenses	54,497	60,195
Transfers to General Fund, 2004 Transportation Rev Bd, 2013 Rev Ref/Impe Bds and Radio Fund	(3,289)	(3,678)
Depreciation and amortization	(26,378)	(26,994)
Net after depreciation	\$ 24,830	\$ 29,523

CONVENTION CENTER

The Bradenton Area Convention & Civic Center provides meeting space for trade shows, sporting events, exhibitions, conferences and private parties. The Powel Crosley Estate provides conference space and an indoor/outdoor venue for both public and private events. Both facilities are managed by the Convention and Visitors Bureau.

CONVENTION CENTER	2014	2013
Operating revenues & interest income	\$1,582	\$1,456
Total Expenses	(1,733)	(1,815)
Excess of expenses over revenues	(151)	(359)
Transfer from Tourist Development Fund	600	600
Depreciation	(579)	(551)
Net after depreciation	(\$ 130)	(\$ 310)



TRANSIT SYSTEM

The **PUBLIC WORKS DEPARTMENT** oversees the operation of the Manatee County Area Transit (MCAT) System. This proprietary operation serves the general public via 13 routes with bus transportation and provides prioritized trips for social service agencies as well as transport services for the elderly, disabled and other eligible transportation disadvantaged passengers on an advanced reservation basis. MCAT transports passengers throughout Manatee County (Bradenton, Ellenton, and Palmetto), on Anna Maria Island, the Town of Longboat Key, St. Armand's Circle, and downtown Sarasota. MCAT improves the quality of life for County residents and visitors by providing a cost-efficient, easily accessible means of transportation. Manatee County is committed to the development of a customer friendly and safe Transit System, in cooperation with the Federal Transit Administration (FTA), Florida Department of Transportation (FDOT), Sarasota County and the City of Sarasota, as they seek to establish a positive experience for the citizens that they serve.

TRANSIT SYSTEM	2014	2013
Operating revenues & interest income	\$ 1,387	\$ 1,305
Grant and contributions	6,358	6,622
Total Expenses	(10,782)	(10,576)
Excess of expenses over revenues	(3,037)	(2,649)
Subsidy from Transportation & General Funds	5,596	4,374
Depreciation	(1,874)	(1,823)
Net after depreciation	\$ 685	(\$ 98)

PORt MANATEE

Port Manatee is one of the largest of Florida's 15 deepwater seaports. The Manatee County Port Authority manages the major shipping gateway to our community, an 1,100-acre facility home to the importing and exporting of many agricultural and industrial products. It hosts shipments of orange juice and other citrus juices and beverages, forestry products, bananas, melons, aluminum, steel, paper products, linerboard, wood pulp, petroleum products, construction-grade aggregate, cement and fertilizer.

Completion of the Berth 12 extension and construction of an adjacent intermodal container terminal significantly expands the Port's operating and container-handling capacity. In 2014, the Port welcomed two new "green" switcher locomotives which augment Port Manatee's intermodal connectivity. Dramatic reductions in emissions and operating costs are anticipated with the deployment of the new units.

The Port Authority has loans and revenue bonds payable outstanding. The bonds are secured by and are solely payable from pledged revenues of the Port, primarily net operating revenues and investment earnings. The Port Authority has committed in its bond authorization resolution to maintain certain financial ratios while these bonds are outstanding. The Port Authority was in compliance with its covenants for the year ended September 30, 2014.

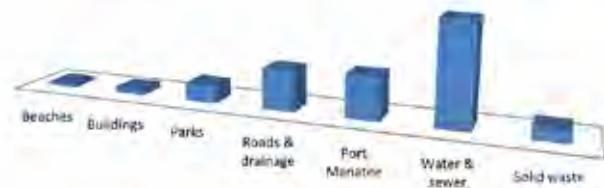


PORT MANATEE	2014	2013
Operating revenues & interest income	\$ 9,457	\$10,384
Grant and contributions	6,158	10,612
Total Expenses	(10,318)	(10,229)
Excess of revenues over expenses	5,297	10,767
Transfers of sales tax revenue	447	447
Depreciation	(5,200)	(5,135)
Net after depreciation	\$ 544	\$ 6,079

CAPITAL PROJECTS

CAPITAL PROJECTS	2014	2013
BEACHES	\$ 9,276	\$ 1,184
BUILDINGS	\$10,421	\$ 1,713
PARKS	\$ 4,684	\$ 5,282
ROADS AND DRAINAGE	\$17,846	\$11,832
PORT MANATEE	\$ 5,560	\$12,473
WATER AND SEWER	\$40,540	\$29,385
SOLID WASTE	\$ 1,437	\$ 3,565
TOTAL	\$89,764	\$65,434

2013 CAPITAL PROJECTS



2014 CAPITAL PROJECTS



INVESTMENT POLICY

During fiscal year 2014, the County's investment portfolio ranged from \$628 to \$773 million. Although most of this money is obligated to various projects, it is invested to provide interest income that is budgeted as a revenue source. The Clerk of the Circuit Court and Comptroller invests this money according to a written investment policy approved by the Board.

This policy dictates how the County's money or portfolio can be invested. The policy first assures that any investments are of a minimum risk. Although sometimes higher interest rates are bypassed to do this, the primary concern is to prevent any principal being lost through unsafe investments. The policy also assures liquidity, or that cash will be available as needed to pay any bills. The third criteria to be considered is yield or interest rate. If risk and liquidity are the same for different investments, the final selection will be based on the highest yield.

The Clerk invests frequently, diversifying the portfolio to generate the highest yield possible. During fiscal year 2014, the investments made by the Clerk earned an average of .491% and generated \$2.5 million in investment earnings. The chart below is a breakdown of the portfolio at fair value, by types of investments.

Local Government Surplus Trust Funds	\$188,755	29.6%
Public Funds NOW	\$ 1,000	0.2%
Florida Local Government Investment Trust	\$ 53,562	8.4%
Institutional Cash Fund	\$ 41,993	6.6%
Certificates of Deposit	\$ 56,000	8.8%
US Treasury Securities	\$ 88,090	13.8%
US Government Instrumentalities	\$207,303	32.6%
Total	\$636,703	100.0%



OTHER FINANCIAL DATA

PRINCIPAL PROPERTY TAXPAYERS

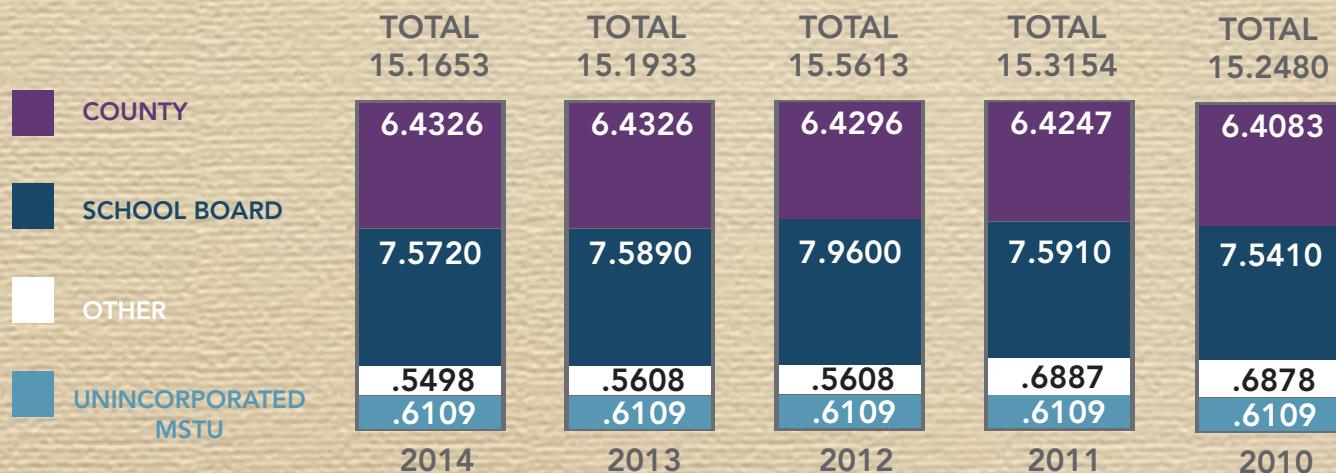
(In Thousands)

TAXPAYER	ASSESSED VALUE	ESTIMATE OF TAX AMOUNT
Florida Power and Light Company	\$825,542	\$12,728
Tropicana Products, Inc.	\$366,826	\$6,325
Gulfstream Natural Gas System LLC	\$190,616	\$2,891
Manatee Memorial Hospital	\$113,790	\$2,192
Gulf Coast Factory Shops	\$126,233	\$1,858
Verizon Florida, Inc.	\$105,107	\$1,703
Mosaic Fertilizer LLC	\$110,405	\$1,673
Peace River Electric Co Op, Inc.	\$94,404	\$1,433
Wal-Mart Stores, Inc.	\$76,731	\$1,331
HCA Health Services of Florida	\$49,216	\$1,007
Totals	\$2,058,870	\$33,141

ASSESSED VALUES

Fiscal Year	Net Assessed Value	Tax Collections
2005	\$21,156,037	\$170,697
2006	\$24,759,022	\$196,366
2007	\$30,735,678	\$237,059
2008	\$34,453,086	\$226,590
2009	\$33,493,766	\$209,413
2010	\$28,673,792	\$189,083
2011	\$24,844,685	\$164,025
2012	\$23,756,729	\$157,128
2013	\$23,257,910	\$154,152
2014	\$24,156,807	\$160,149

PROPERTY TAX RATES



PRINCIPAL EMPLOYERS 2014

Employer	Employees ⁽¹⁾	Rank	Percentage of Total County Employment
Manatee County School Board	5,500	1	3.84%
Beall's Inc.	1,924	2	1.34%
Manatee County Government	1,748	3	1.22%
Manatee Memorial Hospital	1,445	4	1.01%
Tropicana Products, Inc.	1,200	5	0.84%
Manatee County Sheriff's Department	1,120	6	0.78%
Blake Medical Center	1,100	7	0.77%
Publix	875	8	0.61%
IMG Academies	564	9	0.39%
State College of Florida Manatee Sarasota	472	10	0.33%
Total number of individuals employed within Manatee County ⁽²⁾	143,093		

DEMOGRAPHIC & ECONOMIC STATISTICS

Year	Population	Unemployment Rate	Total Gov. Employees
2005	300,298	3.2%	3,437
2006	311,102	2.7%	3,569
2007	315,890	4.2%	3,573
2008	323,374	7.4%	3,547
2009	330,201	12.7%	3,360
2010	318,176	12.6%	3,310
2011	324,168	10.9%	3,274
2012	330,862	9.0%	3,246
2013	333,687	7.2%	3,257
2014	337,546	6.1%	3,307

Sources:

(1) Manatee Chamber of Commerce: Economic Development Council, Manatee County Government and Manatee County Sheriff's Department.

(2) Florida Department of Economic Opportunity

How to Contact Manatee County Government

CLERK OF THE CIRCUIT COURT

Manatee County Courthouse
1115 Manatee Ave. West
Bradenton, Florida 34205
www.manateeclerk.com
(941) 749-1800

Other Clerk Services Locations:

CHILD SUPPORT ENFORCEMENT

1115 Manatee Ave. West
2nd floor
Bradenton, Florida 34205

CHILD SUPPORT

Judicial Center
Enforcement Hearings
1051 Manatee Ave. West
Bradenton, Florida 34205

HISTORICAL RECORDS LIBRARY

(Carnegie Library)
1405 Fourth Ave West
Bradenton, Florida 34205

MANATEE VILLAGE HISTORICAL PARK

1404 Manatee Ave. East
Bradenton, Florida 32408

PALMETTO CARNEGIE LIBRARY

Palmetto Historical Park
515 Tenth Ave. West
Palmetto, Florida 34221

FLORIDA GULF COAST MARITIME MUSEUM AT CORTEZ

4415 119th Street West
Cortez, Florida 34215

MANATEE COUNTY AGRICULTURAL MUSEUM

1015 6th Street West
Palmetto, FL 34221

BOARD OF COUNTY COMMISSIONERS

Administrative Center
1112 Manatee Ave. West
Bradenton, Florida 34205
www.mymanatee.org
(941) 748-4501

PROPERTY APPRAISER

915 Fourth Ave. West
Bradenton, Florida 34205
www.manateepao.com
(941) 748-8208

SHERIFF

600 U.S. Highway 301 Boulevard West
Bradenton, Florida 34205
www.manateesheriff.com
(941) 747-3011

SUPERVISOR OF ELECTIONS

600 U.S. Highway 301 Boulevard West
Suite 108
Bradenton, Florida 34205
[www.info@votemanatee.com](mailto:info@votemanatee.com)
(941) 741-3823

TAX COLLECTOR

819 301 Boulevard West
Bradenton, Florida 34025
www.taxcollector.com
(941) 741-4800

Other Tax Collector Services Locations:

Lakewood Ranch
6007 111th Street East
Bradenton, Florida 34221

North River
4333 U.S. Highway 301 North
Ellenton, Florida 34222

Palma Sola
7411 Manatee Ave. West, Suite 200
Bradenton, Florida 32409