

MANATEE COUNTY

FLORIDA

POPULAR report



A Financial Summary For Its Citizens
FISCAL YEAR ENDED SEPTEMBER 30, 2015



MANATEE COUNTY

FLORIDA

Photograph courtesy of AWorthyPhoto.com

Since settlers first arrived on the Manatee River in the 1840s, the area that became Manatee County has been a tourist destination. After building a home and clearing land for farming, Josiah and Mary Gates constructed a hotel and advertised that travelers to the Manatee Lands could enjoy boating, hunting and fishing, be cured of diseases, and relax amidst the tropical environment and salt air.

Today, tourism is a vital part of our community's economy. In 2014, 2.9 million visitors vacationed in Manatee County generating \$994,743,400 in total economic impact. The tourism industry is the leading employer in Manatee County as visitors stimulate our local economy and contribute to our area's prosperity.

Sports Tourism is a growing part of the tourism economy creating \$100.9 million in local economic impact. Sporting events and tournaments brought 67,000 overnight visitors to Manatee County and accounted for 11% of the area's overall overnight commercial lodging visitors in 2014. Sports, particularly baseball spring training have been a large part of Manatee County's tourism emphasis since December 9, 1920 when the Bradentown Board of Trade voted to bring a major league baseball team to the county to boost the local economy.

Almost a hundred years later, the Bradenton Area Sports Commission markets to both professional and amateur sports in baseball, softball, soccer, golf, tennis, lacrosse, rowing, swimming, boating and a wide variety of other recreational activities and competitive leagues. Major League Soccer events, the 2017 World Rowing Championships and the 2014 Florida State League All-Star Game are just some of the activities that have called or will call the Bradenton area home. Some of those visitors become repeat customers or even, residents, as 94% of visitors say that they plan to return. In Manatee County, the sun shines on average 240 days each year encouraging visitors and residents alike to get outdoors and enjoy our community.

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2014 - 2015 CLERK OF THE CIRCUIT COURT

Accomplishments at a Glance

- Collected in excess of \$26 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 1,339 injunctions for protection, commonly referred to as "restraining orders," for victims of domestic, repeat, sexual, stalking 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 \$7.7 million in fines and courts costs which may have gone uncollected.
- Our Indigence Examiners, since January 2008, have collected a cumulative total of over \$955,000. These monies previously went uncollected until responsibility was given to the Clerk.
- 381 children ages 10 to 17 participated in Teen Court and Teen Court Too and contributed over 7,639 community service hours. Additionally, 167 youth volunteers donated over 2,423 hours of volunteer time to the community.
- 3,000 Manatee County students participated in the school programs offered at the Manatee Village Historical Park, the Florida Maritime Museum, the Palmetto Historical Park and the Manatee County Agricultural Museum. Over 45,000 residents and visitors attended special events and programs at these parks throughout 2015.
- Volunteers at the Manatee Village Historical Park, Florida Maritime Museum, Palmetto Historical Park and Manatee County Agricultural Museum donated 10,166 hours of community service.
- 1,562 local students participated in the Manatee County History Fair, hosted each year by the Manatee County Historical Commission and our Historical Resources department.
- Received our 36th consecutive Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) for our 2014 Comprehensive Annual Financial Report.
- Received our 17th consecutive GFOA Award for Outstanding Achievement in Popular Annual Financial Reporting for our 2014 Popular Report.
- The Internal Audit Department issued 7 audit reports and 4 project reports. The department also provided more than 1,100 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 127 meetings and work sessions for 11 Boards or Committees.

MESSAGE FROM ANGELINA “ANGEL” COLONNESO

Manatee County Clerk of the Circuit Court and Comptroller

I am pleased to share with you the 2015 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, 2015 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 say that I was raised in Manatee County and attended the local schools. My father, along with his siblings, was born and raised in Palmetto where my grandfather owned a small grocery store. In fact, my Uncle Don owned and operated Flowers by Don, many years ago when it was located in the heart of downtown Bradenton. I am grateful to have the privilege to serve the citizens of this community for over 23 years as a Deputy Clerk for the Clerk's Office while attending school, an Assistant State Attorney with the State Attorney's Office, and now as your Clerk of the Circuit Court and Comptroller. This is my home and I can't imagine living anywhere else but our beautiful community. I especially enjoy the natural beauty that our community has to offer. Our preserves are a prime example. Whether biking, jogging or just walking the preserves, I find my surroundings to be beautiful and peaceful. I enjoy the sound of our surrounding gulf and bay when it meets the shoreline and I enjoy the many different types of birds and other animals that live in these habitats. Our Gulf Beaches are another source of absolute beauty. We are very fortunate to have a community where taking a "staycation" can still feel like a getaway!

A lot of our visitors come to Manatee County for the same reason that we enjoy living here, and one new aspect of our tourism market is the sports industry. Using a combination of private and public parks and venues, athletes from around the world come to our community to improve their skills and prepare for the next level of competition. Whether they play professional or recreational sports, our visitors know that this is a place where they can train year round and be welcomed with open arms.

One reason I live here is because of our superb climate and landscape, but another is because of Manatee County's people. Bradenton's nickname, "the Friendly City," is certainly true. Whenever I am at one of our preserves or anywhere else in the county, I love meeting each of you, hearing your stories and learning your names. Many of our

encounters are in the outdoors as we exercise or soak up the sunshine.

As much as I enjoy all that our "Sunshine State" has to offer, I am also committed to the "sunshine" as it relates to transparency in government. As a result, I am pleased to provide you with this year's Popular Annual Financial Report for Manatee County. Within these pages, you will find explanations of the County's finances and operations as well as information and photographs of some of Manatee County's sports venues. 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 pleased that for the 36th 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,



Angelina "Angel" Colonneso
Clerk of the Circuit Court and Comptroller





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, 2014


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, 2014. 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 and Port 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. All amounts, unless otherwise indicated, are expressed in thousands of dollars.

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.

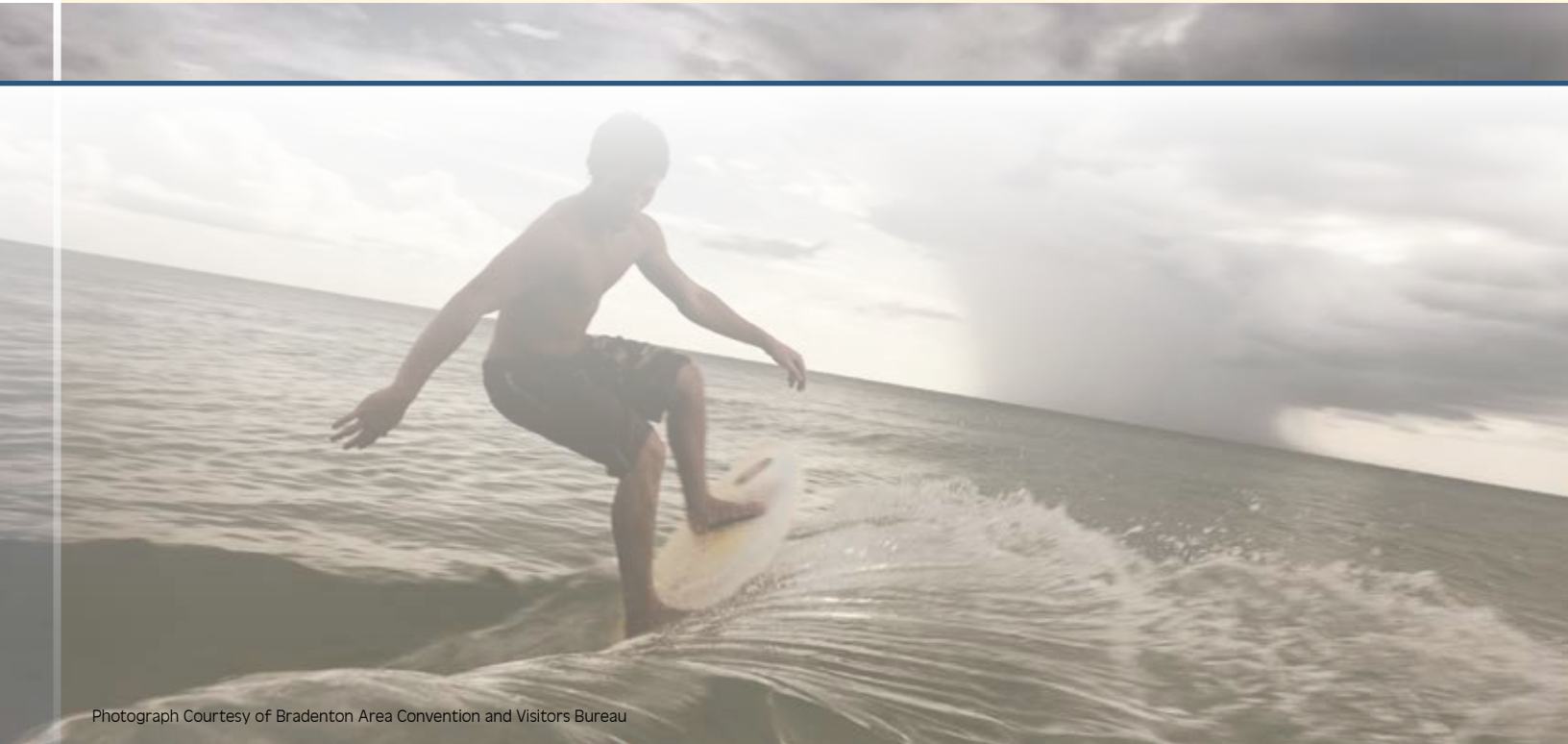
Business-type activities offer goods and services of the county for sale and are intended to be self-supporting. Examples are Port Manatee and the County's water and sewer system. ■

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 board.

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. ■



Photograph Courtesy of Bradenton Area Convention and Visitors Bureau

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

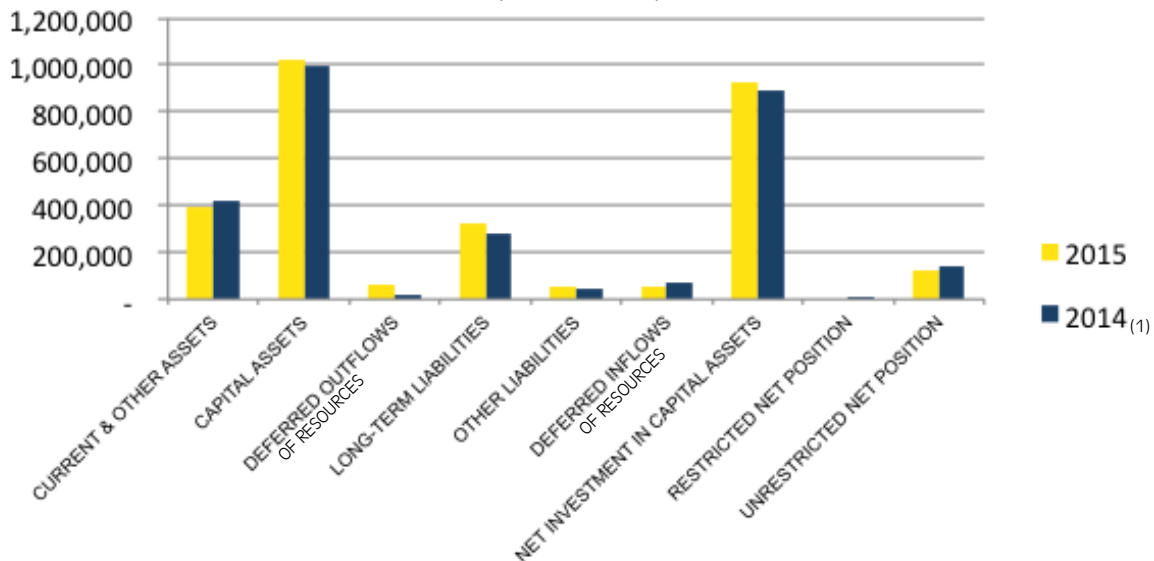
The following graphs provide comparative government-wide information, giving a broad overview of Manatee County's financial position for both its governmental and business-type activities. The values are computed under similar financial rules as private sector financial statements. Governmental activities 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 pension liability, 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

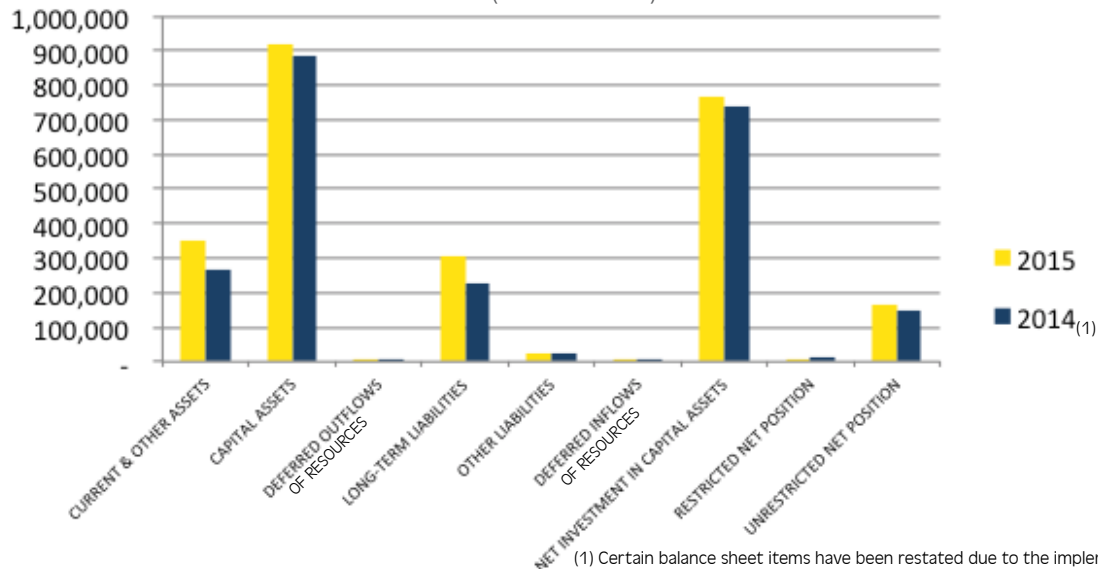
GOVERNMENTAL ACTIVITIES

(In Thousands)



BUSINESS-TYPE ACTIVITIES

(In Thousands)



(1) Certain balance sheet items have been restated due to the implementation of GASB 68.

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 previous 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 \$17,221 and business-type net position had a \$44,271 increase in total net position from September 30, 2014, as restated, to 2015, 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 in 2014. The \$40,966 increase in deferred outflows of resources and the \$42,340 increase in long-term liability are principally the result of pension expense related to the implementation of the Governmental Accounting Standard Board's (GASB's) Statement 68, "Accounting and Financial Reporting for Pensions." Continued spending to improve our technology systems and expand our citizen's roadways, parks and drainage increased capital assets by \$28,689.

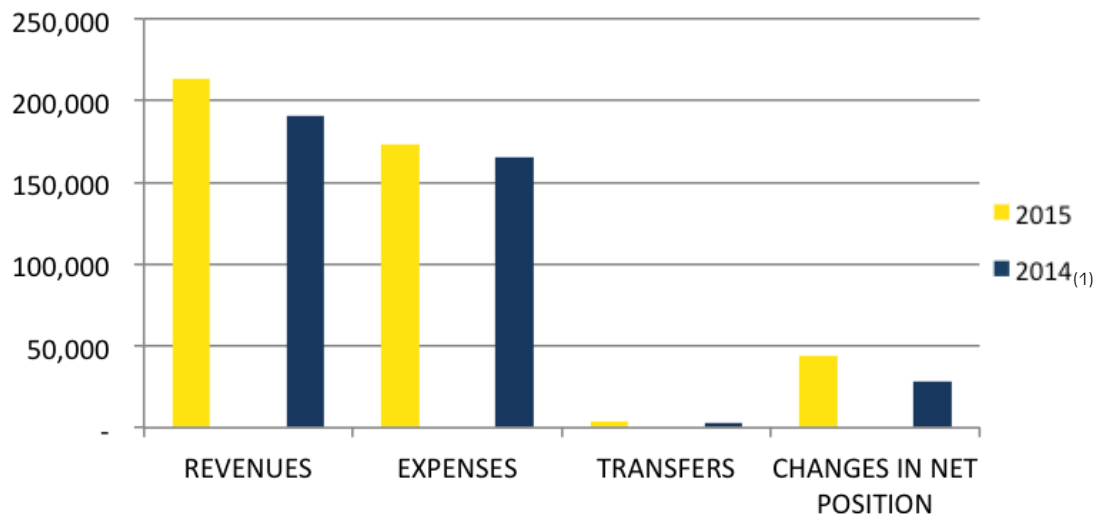
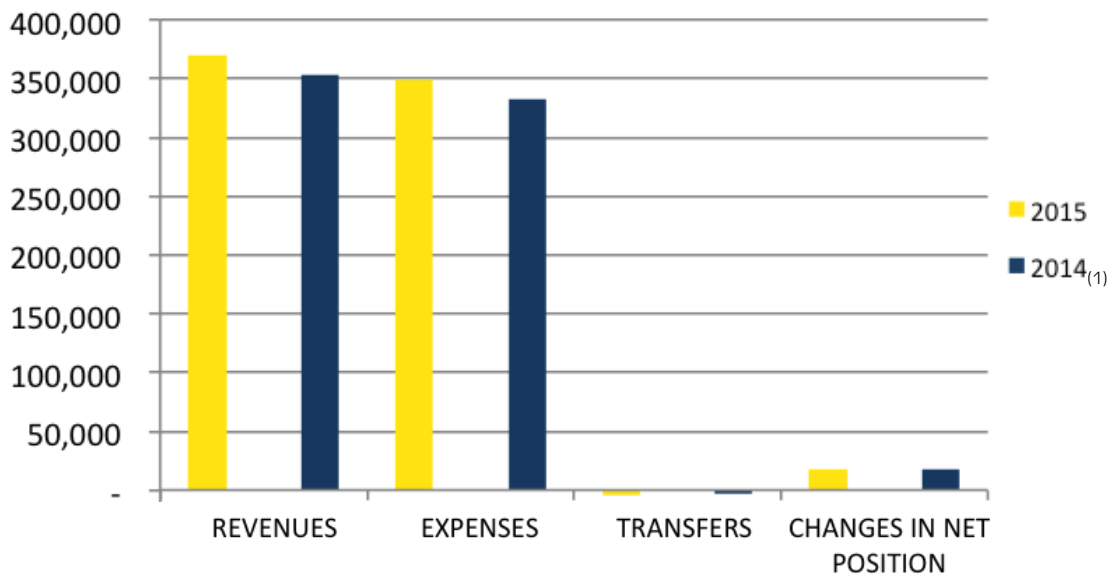
The business-type activities of Manatee County show substantial differences in various categories from the prior year's amounts. The increase of \$83,579 in current

ACTIVITIES

GOVERNMENTAL

BUSINESS-TYPE

(In Thousands)



(1) Certain expenses have been restated due to the implementation of GASB 68.

and other assets is due to the issuance of the Public Utilities Revenue Refunding and Improvement Bonds, Series 2015. Capital assets and the net investment in capital assets showed continuing increases by the utility system for capacity enlargement, connectivity and processing improvements, and the replacement of eight transit buses.

Long-term liabilities increased by \$80,709 as the Utility Systems bonds were issued in April of 2015. Additional long term liabilities were related to the implementation of GASB 68.

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 continuing to experience an 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.

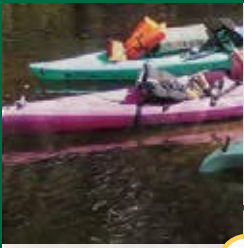
Overall, revenues increased by around \$39 million in the current year and expenses increased \$24 million over the prior year's levels. In the general revenue category, an \$11.9 million increase in property taxes represents an ongoing increase in assessed property values. Expenses for governmental activities increased \$16.3 million due to building renovations and an increase in public safety expenses. An increase of \$9.1 million in charges for services for business-type activities is largely related to a rate increase for water and sewer accounts combined with an increase in the number of metered accounts. Capital grants and contributions increased by \$14.5 million, primarily in transit and water and sewer, due to an increase in donated infrastructure and reimbursable grants associated with building the Manatee County Transit Fleet Facility. Spending has gradually increased in 2015. 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 73% of the expenses in the current year. ■

Manatee County Statement of Activities

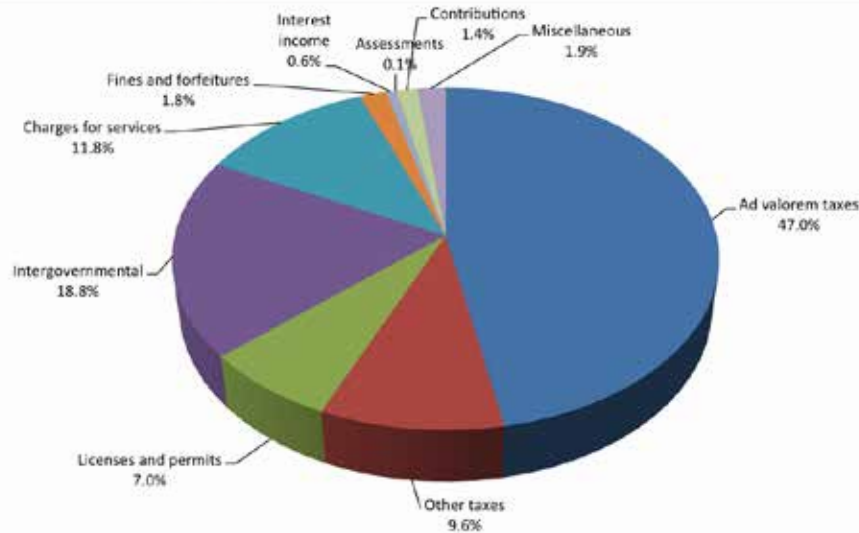
(In Thousands)

| | GOVERNMENTAL ACTIVITIES | | BUSINESS-TYPE ACTIVITIES | | TOTAL | |
|--------------------------------|-------------------------|---------------------|--------------------------|---------------------|---------------------|---------------------|
| Revenues | 2015 | 2014 ⁽¹⁾ | 2015 | 2014 ⁽¹⁾ | 2015 | 2014 ⁽¹⁾ |
| Program revenues | \$ 104,665 | \$ 104,924 | \$ 213,514 | \$ 190,638 | \$ 318,179 | \$ 295,562 |
| General revenues | 265,162 | 248,809 | 183 | 162 | 265,345 | 248,971 |
| Total revenues | 369,827 | 353,733 | 213,697 | 190,800 | 583,524 | 544,533 |
| Expenses | | | | | | |
| General government | 83,176 | 79,466 | - | - | 83,176 | 79,466 |
| Public safety | 152,037 | 139,344 | - | - | 152,037 | 139,344 |
| Transportation | 36,644 | 36,601 | - | - | 36,644 | 36,601 |
| Utilities | - | - | 143,591 | 135,869 | 143,591 | 135,869 |
| Port Authority | - | - | 13,788 | 15,258 | 13,788 | 15,258 |
| Other | 76,603 | 76,695 | 16,193 | 14,514 | 92,796 | 91,209 |
| Total expenses | 348,460 | 332,106 | 173,572 | 165,641 | 522,032 | 497,747 |
| Transfers | | | | | | |
| Total transfers | (4,146) | (3,354) | 4,146 | 3,354 | - | - |
| Changes in net position | 17,221 | 18,273 | 44,271 | 28,513 | 61,492 | 46,786 |
| Beginning net position | 1,035,061 | 1,016,788 | 896,441 | 867,928 | 1,931,502 | 1,884,716 |
| Ending net position | \$ 1,052,282 | \$ 1,035,061 | \$ 940,712 | \$ 896,441 | \$ 1,992,994 | \$ 1,931,502 |

(1) Certain expenses have been restated due to the implementation of GASB 68.



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

For fiscal year 2015, revenues in the general government funds increased by approximately \$18 million from the prior fiscal year, with \$11.9 million attributable to an increase in ad valorem taxes primarily from higher assessed property values. Charges for services were up by \$4.5 million largely due to an increase in ambulance fees collected combined with a decrease in uncollectable amounts written off, and resumed receipt of golf course

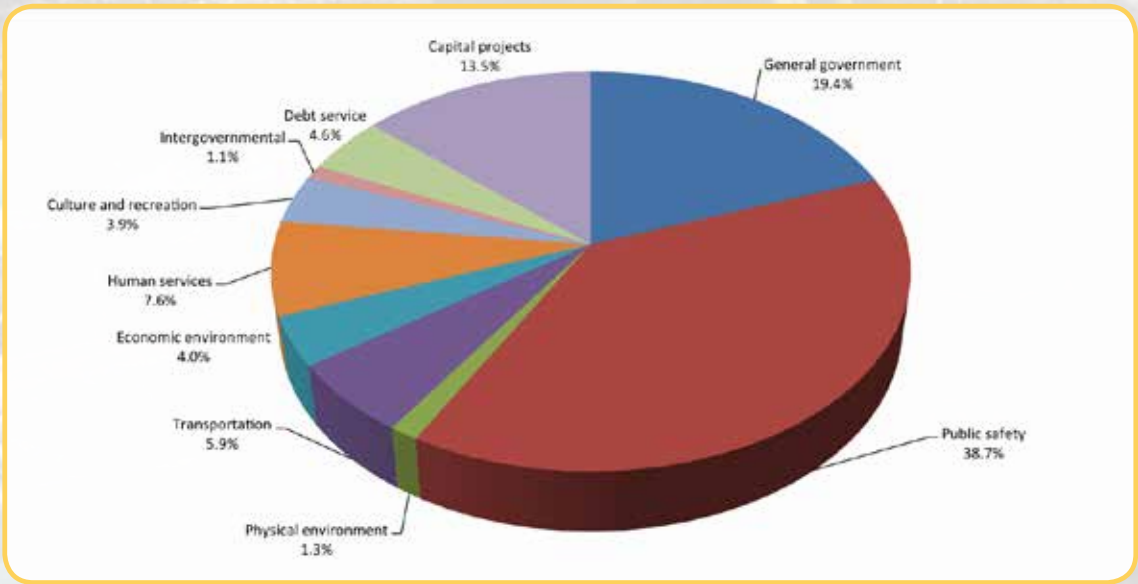
franchise fees that had been suspended the previous fiscal year while the greens were under renovation. Contributions increased \$3.6 million chiefly from capital contributions associated with roadway extensions and improvements. In fiscal year 2014, revenues in the general government fund increased 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 allowed 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.

| | FY 2015 | FY 2014 |
|------------------------------|------------------|------------------|
| Ad valorem taxes | \$172,458 | \$160,543 |
| Other taxes | 35,306 | 33,047 |
| Licenses and permits | 25,811 | 27,869 |
| Intergovernmental | 68,865 | 71,078 |
| Charges for services | 43,193 | 38,673 |
| Fines and forfeitures | 6,566 | 8,759 |
| Interest income | 2,154 | 1,299 |
| Assessments | 141 | 173 |
| Contributions | 5,223 | 1,656 |
| Miscellaneous | 7,018 | 5,427 |
| | \$366,735 | \$348,524 |

Revenues

Expenditures

During fiscal year 2015, expenditures in the general governmental funds increased \$14 million from the prior fiscal year. Capital projects associated with county wide technology upgrades including the County's new E911 System and financial system, and energy saving projects were responsible for \$13.3 million of the increase. Public Safety expenditures increased \$7.1 million chiefly due to increased EMS personnel and additional Sheriff Support. Debt service expenditures decreased by \$7.7 million after the refunding of GO Bonds in 2014. For 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 the prior fiscal year, primarily from the refunding of the 2003 GO 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. ■



| | FY 2015 | FY 2014 |
|------------------------|------------------|------------------|
| General government | \$75,256 | \$74,199 |
| Public safety | 150,126 | 142,977 |
| Physical environment | 5,007 | 4,758 |
| Transportation | 22,928 | 23,927 |
| Economic environment | 15,357 | 14,471 |
| Human services | 29,452 | 30,088 |
| Culture and recreation | 15,352 | 14,831 |
| Intergovernmental | 4,361 | 4,026 |
| Debt service | 17,997 | 25,778 |
| Capital projects | 52,420 | 39,041 |
| | \$388,256 | \$374,096 |



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 and Port 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.

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 and Port 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 items such 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. ■



Photograph Courtesy of IMG Academies



Photograph Courtesy of Realize Bradenton

PROGRAMS & SERVICES

CHILD SUPPORT PROGRAM

Child Support Program 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 and 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 2015, 381 children successfully completed Teen Court and Teen Court Too and contributed over 7,639 community service hours to the community. An additional 167 youth volunteers donated over 2,423 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 438 phone, email, postal mail and walk-in record requests during fiscal year 2015. ■

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. The Board Records Department also takes on the role of administrator for the Value Adjustment Board and Tax Deed Sales.

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

| | 2015 | 2014 |
|---------------------|-----------------|-----------------|
| Budget | \$13,564 | \$13,647 |
| Expenditures | \$12,493 | \$12,223 |

OTHER CONSTITUTIONAL OFFICERS

PROPERTY APPRAISER • CHARLES E. HACKNEY

- Annually appraises over 175,605 parcels, including 2,600 new homes added to the tax roll for 2015
- Annually appraises over 12,700 tangible personal property accounts
- Maintains current property ownership records for assessment purposes
- Maintains the county section maps and aerial photos
- Administers all property tax exemptions
- Analyzes and approves all new homestead applications, including over 6,900 in 2015
- Produces the ad valorem tax roll annually
- Provides data updates at: www.Manateepao.com

SUPERVISOR OF ELECTIONS • MICHAEL BENNETT

- Registers voters and maintains accurate voter registration 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 October 19, 2015: 212,423
- Eligible voters in the last general election (November 2014): 212,609
- Eligible voters in the last primary election (August 2014): 210,334

PROPERTY APPRAISER

| | 2015 | 2014 |
|---------------------|----------------|----------------|
| Budget | \$4,671 | \$4,383 |
| Expenditures | \$4,599 | \$4,298 |

SUPERVISOR OF ELECTIONS

| | 2015 | 2014 |
|---------------------|----------------|----------------|
| Budget | \$4,983 | \$4,952 |
| Expenditures | \$1,846 | \$1,834 |

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, carpentry, construction, 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

| | 2015 | 2014 |
|---------------------|------------------|------------------|
| Budget | \$114,318 | \$111,416 |
| Expenditures | \$109,867 | \$105,419 |

TAX COLLECTOR • KEN BURTON, JR

- Collects ad valorem taxes
- Collects tourist taxes
- Registers and titles vehicles, boats and mobile 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 licenses
- \$2.8 million in unused revenue returned to the County
- Pre-registers driver license customers to vote in accordance with the National Voter Registration Act
- Service links available on www.taxcollector.com
 - Schedule appointments
 - Renew Florida driver license
 - Renew vehicle, boat or mobile registrations
 - Pay tourist taxes
 - Obtain Florida hunting and fishing licenses

TAX COLLECTOR

| | 2015 | 2014 |
|---------------------|----------------|----------------|
| Budget | \$9,349 | \$8,788 |
| Expenditures | \$9,110 | \$8,542 |

BOARD OF COUNTY COMMISSIONERS

Betsy Benac, Chairman

Vanessa Baugh
Larry Bustle
John Chappie
Robin DiSabatino
Charles Smith
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 elect officers separately.

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.

| ADMINISTRATION | | |
|----------------|---------|---------|
| | 2015 | 2014 |
| Budget | \$2,694 | \$2,652 |
| Expenditures | \$2,601 | \$2,499 |

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.

| BUILDING & DEVELOPMENT SERVICES | | |
|---------------------------------|----------|----------|
| | 2015 | 2014 |
| Budget | \$13,870 | \$11,797 |
| Expenditures | \$11,246 | \$10,312 |

COMMUNITY SERVICES

The Community Services Department provides resources, programs, and educational information to all segments of the County's population. The **HUMAN SERVICES DIVISION** oversees services and programs designed to assist vulnerable and/or at risk youth, disabled, elderly or economically/socially disadvantaged individuals meet the most basic of human needs. The division administers more than \$28.5 million in funds through not-for-profit agencies providing community based services as well as \$1.4 million in grant revenues and/or contracts for a number of federally and state mandated human service programs. The division includes **VETERAN SERVICES** which is charged with assisting Veterans and their dependents in obtaining service related benefits, addressing their health care and transportation needs. The **PROBATION DIVISION**



Photograph Courtesy of Bradenton Area Convention and Visitors Bureau

COUNTY DEPARTMENTS

General Government Operations

provides pre and post-sentence 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 University of Florida Institute of Food and Agriculture Sciences (UF-IFAS) and the United States Department of Agriculture (USDA) Natural Resource Conservation Service and with the assistance of Citizen Advisory committees enables citizens to solve agricultural, conservation or environmental problems improving the quality of life for residents. The Division also provides leadership and support of the 4-H Youth program, and community gardening initiatives and programs.

COMMUNITY SERVICES

| | 2015 | 2014 |
|---------------------|----------------|----------------|
| Budget | \$5,115 | \$4,673 |
| Expenditures | \$4,456 | \$4,345 |

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

| | 2015 | 2014 |
|---------------------|----------------|----------------|
| Budget | \$7,027 | \$5,679 |
| Expenditures | \$5,525 | \$4,731 |

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. Risk Management 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

| | 2015 | 2014 |
|---------------------|----------------|----------------|
| Budget | \$2,574 | \$2,281 |
| Expenditures | \$2,524 | \$2,236 |

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. Many budget and related documents are available online at www.mymanatee.org/budget.

FINANCIAL MANAGEMENT

| | 2015 | 2014 |
|---------------------|----------------|----------------|
| Budget | \$1,847 | \$1,816 |
| Expenditures | \$1,819 | \$1,816 |

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 Resources 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.

HUMAN RESOURCES

| | 2015 | 2014 |
|---------------------|----------------|----------------|
| Budget | \$1,134 | \$1,083 |
| Expenditures | \$1,041 | \$1,038 |

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

| | 2015 | 2014 |
|---------------------|----------------|----------------|
| Budget | \$8,631 | \$9,607 |
| Expenditures | \$7,296 | \$7,741 |

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. The **LIBRARY SERVICES PROGRAM** includes six library facilities plus extensive virtual services. 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. In addition, through recent developments the Central Library now also offers a Business Incubator to foster the growth of the small business in the areas. The library is making an impact in the community with library usage topping the 3.8 million mark. The **COMMUNITY 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, Emergency Solution, State Housing Initiative, and Residential Construction Mitigation programs. **NEIGHBORHOOD PLANNING PROGRAM** works to empower and guide neighborhoods to help themselves become a better place to live. By fostering community partnerships, asset based maps, and enhanced communication services, Neighborhood Planning staff serve as a liaison between neighborhoods and county government, and administer the Neighborhood Wellness Strategy and the Ambassador Program. 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 that 3,890 new quality jobs are projected to be created through the local incentive program over the next ten years. Our team helps businesses with site selection, permitting, access to a variety of federal, state and local economic incentives, as well as the administration of the Brownfield Grant from the Environmental Protection Agency. Neighborhood services is also taking an active role in the redevelopment of aging areas of the county's urban core through a newly established Southwest Tax Increment Financing District (SWTIF), which aims to revitalize economic growth, improve infrastructure, and capitalize on public investments by capturing the additional property tax revenue from rising real estate values.

| NEIGHBORHOOD SERVICES | | |
|-----------------------|----------|----------|
| | 2015 | 2014 |
| Budget | \$10,681 | \$11,024 |
| Expenditures | \$ 8,913 | \$ 8,894 |

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 Recreation Division supervises, coordinates and implements county recreational programs and facilities. Administrative Services provides administrative, contract management, grants management, policy guidance and oversight for recreational programs, personnel, budget and fiscal management. The Natural Resources division manages approximately 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 Environmental Protection Division protects ground water through its involvement with governmental permits related to pollutant storage tanks, hazardous waste, water wells, phosphate and mining regulation, and mining and shell pit operations.

| PARKS AND NATURAL RESOURCES | | |
|-----------------------------|---------|---------|
| | 2015 | 2014 |
| Budget | \$7,089 | \$7,799 |
| Expenditures | \$5,826 | \$5,786 |

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 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 | | |
|---------------------|----------|----------|
| | 2015 | 2014 |
| Budget | \$13,265 | \$14,146 |
| Expenditures | \$11,710 | \$12,351 |

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

COUNTY DEPARTMENTS cont.

General Government Operations

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

| | 2015 | 2014 |
|---------------------|-----------------|-----------------|
| Budget | \$22,901 | \$21,531 |
| Expenditures | \$21,904 | \$20,312 |

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. Staff successfully designed, permitted and supervised the construction of the recently opened 44th Ave E from US 41 to 19th St Ct E. In-house staff also designed and permitted Fort Hammer Road, Upper Manatee Road and 53rd Ave W projects, all currently under construction. **UTILITY ENGINEERING** reviews private residential and commercial development utility plans and completes conflict resolutions with FDOT. Various CIP related activities are ongoing for construction projects. They continue to support County operations and provide 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. The division inspects and certifies county owned and maintained stormwater facilities subject to state water management permits. **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. Notable projects this year include the Fort Hamer Bridge, currently under construction along with functional improvement projects on both Upper Manatee River Road and Fort Hamer Road to add bike lanes, grassed shoulders, sidewalks and to mill and resurface the existing pavement. 44th Ave East roadway is partially opened with two segments up to 45th St. E. under construction. Surveying, geotechnical and environmental reviews were conducted for segments of 44th Ave E over the Braden River and I-75, with preliminary engineering and design initiated.

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. Customers include all County departments, Sheriff's office and Fire Rescue. **MANATEE COUNTY AREA TRANSIT** provides access to bus service with 14 fixed routes Monday-Saturday, free daily trolley service on Anna Maria Island, a daily demand response transit service (Paratransit) for disabled individuals and transport to special needs shelter during emergency events.

PUBLIC WORKS

| | 2015 | 2014 |
|---------------------|-----------------|-----------------|
| Budget | \$16,720 | \$16,642 |
| Expenditures | \$15,203 | \$14,688 |

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.

TRAFFIC OPERATIONS provides all maintenance of over 200 State and County signalized intersections, over 2,000 street lights, 126 school zone flashers, 20 permanent count stations, 4 dynamic message signs, 109 miles of fiber optic cable communication, over 100 Intelligent Transportation System devices, traffic signs on approximately 1,432 miles of County

roads, and pavement marking maintenance on almost 400 miles of paved County roads.

| BCC COURT FUNDING | | |
|-------------------|---------|---------|
| | 2015 | 2014 |
| Budget | \$2,707 | \$2,836 |
| Expenditures | \$2,524 | \$2,641 |

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. ■



Photograph Courtesy of IMG Academies

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 constructions 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 2015's coverage was 292%.

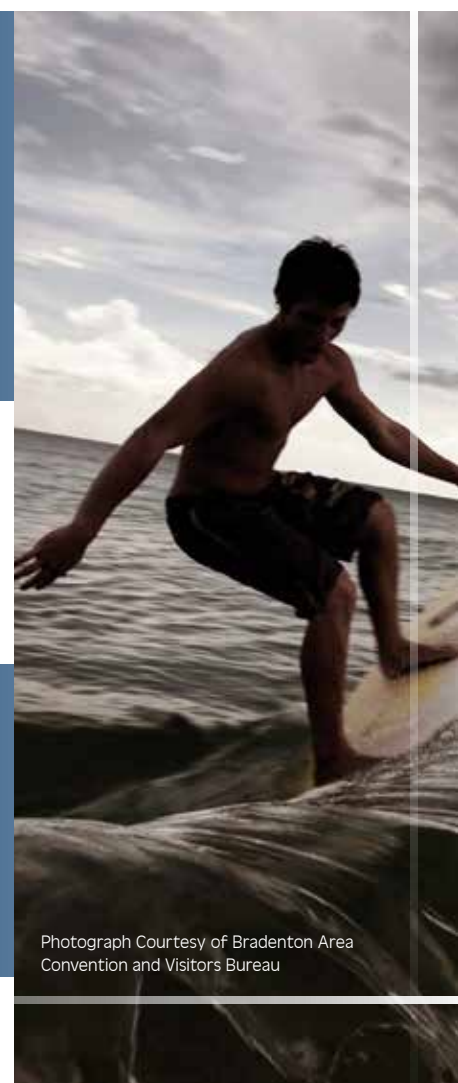
| PUBLIC UTILITIES SYSTEM | 2015 | 2014⁽¹⁾ |
|---|-------------|---------------------------|
| Operating revenues & interest income | \$155,598 | \$147,403 |
| Grant and contributions | 28,338 | 18,378 |
| Total Expenses | (116,150) | (110,465) |
| Excess of revenues over expenses | 67,786 | 55,316 |
| Transfers to General Fund, 2004 Transportation Rev Bd, 2013 Rev Ref/Impe Bds and Radio Fund | (3,841) | (3,289) |
| Depreciation and amortization | (28,021) | (26,378) |
| Net after depreciation | \$ 35,924 | \$ 25,649 |

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 | 2015 | 2014⁽¹⁾ |
|--|-------------|---------------------------|
| Operating revenues & interest income | \$1,692 | \$1,582 |
| Total Expenses | (2,223) | (1,717) |
| Excess of expenses over revenues | (531) | (135) |
| Transfer from Tourist Development Fund | 600 | 600 |
| Depreciation | (440) | (579) |
| Net after depreciation | (\$ 371) | (\$ 114) |

(1) Expenses have been restated due to the implementation of GASB 68.



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 14 fixed routes and provides paratransit trips for social agencies as well other eligible transportation disadvantaged and ADA paratransit eligible passengers on an advanced reservation basis. MCAT transports passengers throughout Manatee County (Bradenton, Ellenton, Lakewood Ranch, Rubonia 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 | 2015 | 2014 ⁽¹⁾ |
|---|----------|---------------------|
| Operating revenues & interest income | \$1,526 | \$1,387 |
| Grant and contributions | 15,499 | 6,358 |
| Total Expenses | (11,634) | (10,623) |
| Excess of expenses over revenues | 5,391 | (2,878) |
| Subsidy from Transportation & General Funds | 6,940 | 5,596 |
| Depreciation | (1,998) | (1,874) |
| Net after depreciation | \$10,333 | \$844 |

PORT MANATEE

Port Manatee is one of the largest of Florida's 14 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.

Port Manatee is developing an international trade hub to assist companies from throughout the world in advancing production, distribution and other business activities. Rehabilitation of berth 9 is underway as well as restoration of warehouse 2. Federal security funding will assist in the purchase of portable generators to allow quick recovery of operations following an emergency event. The U.S. Department of Agriculture's Animal and Plant Health Inspection Service approved Port Manatee to begin participation in the Florida Perishables Trade Coalition pilot program.

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, 2015.

| PORT MANATEE | 2015 | 2014 ⁽¹⁾ |
|--------------------------------------|-----------|---------------------|
| Operating revenues & interest income | \$10,287 | \$9,457 |
| Grant and contributions | 733 | 6,158 |
| Total Expenses | (8,613) | (10,124) |
| Excess of revenues over expenses | 2,407 | 5,491 |
| Transfers of sales tax revenue | 447 | 447 |
| Depreciation | (5,205) | (5,200) |
| Net after depreciation | \$(2,351) | \$738 |



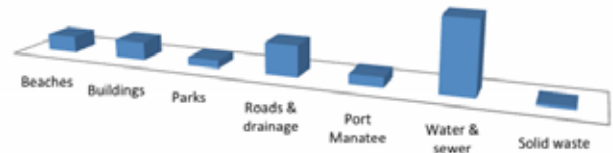
Photograph Courtesy of Premier Sports Campus

(1) Expenses have been restated due to the implementation of GASB 68.

CAPITAL PROJECTS

| CAPITAL PROJECTS | 2015 | 2014 |
|--------------------|------------------|------------------|
| BEACHES | \$ 1,978 | \$ 9,276 |
| BUILDINGS | \$ 28,332 | \$ 10,421 |
| PARKS | \$ 3,273 | \$ 4,684 |
| ROADS AND DRAINAGE | \$ 25,725 | \$ 17,846 |
| PORT MANATEE | \$ 1,928 | \$ 5,560 |
| WATER AND SEWER | \$ 41,222 | \$ 40,540 |
| SOLID WASTE | \$ 3,037 | \$ 1,437 |
| TOTAL | \$105,495 | \$ 89,764 |

2014 CAPITAL PROJECTS



2015 CAPITAL PROJECTS



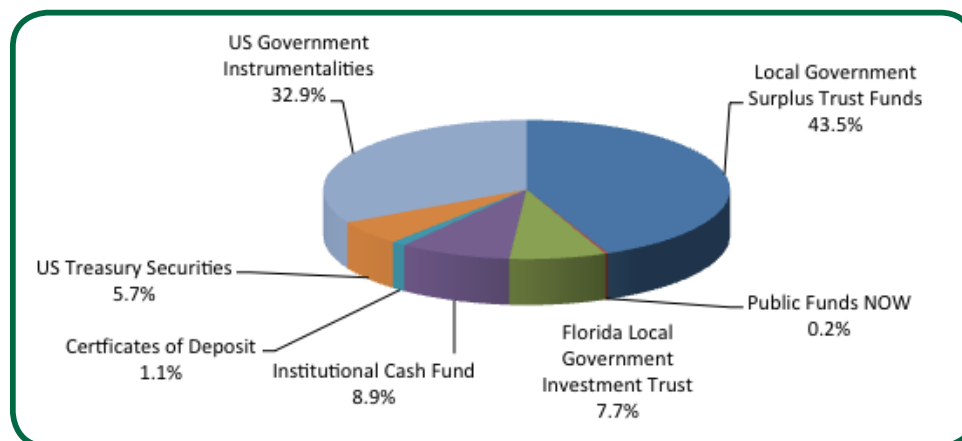
INVESTMENT POLICY

During fiscal year 2015, the County's investment portfolio ranged from \$611 to \$806 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 2015, the investments made by the Clerk earned an average of .486 % and generated \$3.6 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 | \$303,598 | 43.5% |
| Public Funds NOW | \$ 1,000 | 0.2% |
| Florida Local Government Investment Trust | \$ 53,585 | 7.7% |
| Institutional Cash Fund | \$ 62,107 | 8.9% |
| Certificates of Deposit | \$ 8,000 | 1.1% |
| US Treasury Securities | \$ 40,048 | 5.7% |
| US Government Instrumentalities | \$229,806 | 32.9% |
| Total | \$698,144 | 100.0% |



OTHER FINANCIAL DATA

PRINCIPAL PROPERTY TAXPAYERS

(In Thousands)

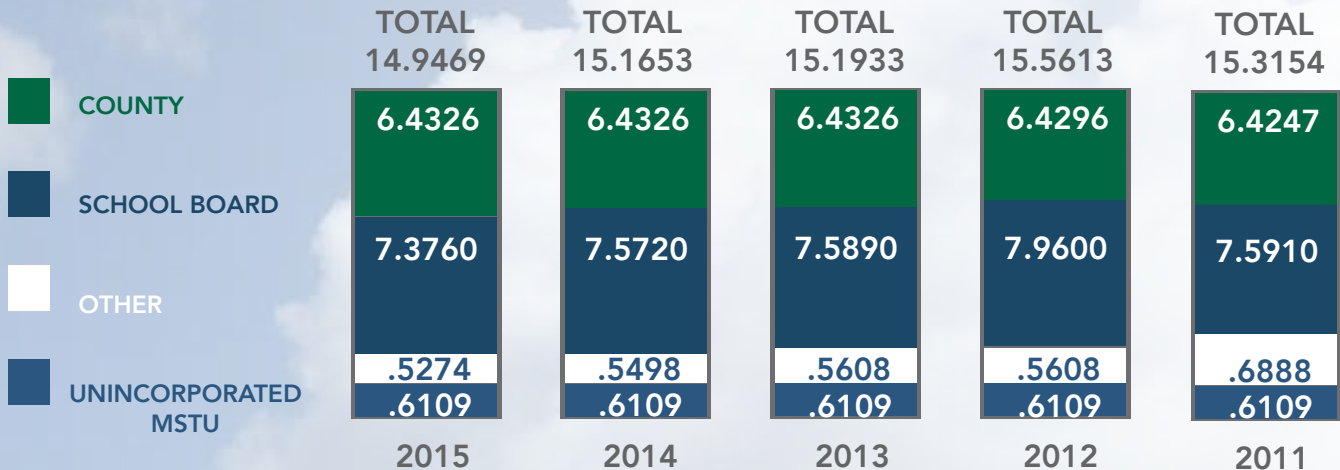
| TAXPAYER | ASSESSED VALUE | ESTIMATE OF TAX AMOUNT |
|-----------------------------------|--------------------|---------------------------|
| Florida Power and Light Company | \$818,162 | \$12,440 |
| Tropicana Products, Inc. | \$404,531 | \$ 6,853 |
| Gulfstream Natural Gas System LLC | \$181,100 | \$ 2,707 |
| Manatee Memorial Hospital | \$115,375 | \$ 2,195 |
| Mosaic Fertilizer LLC | \$121,213 | \$ 1,810 |
| Gulf Coast Factory Shops | \$110,000 | \$ 1,644 |
| Verizon Florida, Inc. | \$96,953 | \$ 1,550 |
| Peace River Electric Co Op, Inc. | \$100,780 | \$ 1,507 |
| Wal-Mart Stores, Inc. | \$79,167 | \$ 1,358 |
| HCA Health Services of Florida | \$61,364 | \$ 1,242 |
| Totals | \$2,088,645 | \$ 33,306 |

ASSESSED VALUES

(In Thousands)

| FISCAL YEAR | NET ASSESSED VALUE | TAX COLLECTIONS |
|-------------|-----------------------|--------------------|
| 2006 | \$24,759,022 | \$196,370 |
| 2007 | \$30,735,678 | \$237,064 |
| 2008 | \$34,453,086 | \$226,594 |
| 2009 | \$33,493,766 | \$209,419 |
| 2010 | \$28,673,792 | \$189,092 |
| 2011 | \$24,844,685 | \$164,042 |
| 2012 | \$23,756,729 | \$157,139 |
| 2013 | \$23,257,910 | \$154,185 |
| 2014 | \$24,156,807 | \$160,278 |
| 2015 | \$25,951,635 | \$172,227 |

PROPERTY TAX RATES



PRINCIPAL EMPLOYERS 2015

| Employer | Employees ⁽¹⁾ | Rank | Percentage of Total County Employment |
|---|--------------------------|------|---|
| Manatee County School Board | 5,500 | 1 | 3.60% |
| Beall's Inc. | 1,924 | 2 | 1.26% |
| Manatee County Government | 1,795 | 3 | 1.18% |
| Manatee Memorial Hospital | 1,445 | 4 | 0.95% |
| Tropicana Products, Inc. | 1,200 | 5 | 0.79% |
| Manatee County Sheriff's Dept. | 1,138 | 6 | 0.75% |
| Blake Medical Center | 1,100 | 7 | 0.72% |
| Publix | 875 | 8 | 0.57% |
| IMG Academies | 564 | 9 | 0.37% |
| State College of FL Manatee Sarasota | 472 | 10 | 0.31% |
| Total individuals employed within Manatee County⁽²⁾ | 152,693 | | |

DEMOGRAPHIC & ECONOMIC STATISTICS

| Year | Population | Unemployment Rate | Total Gov. Employees |
|------|------------|----------------------|-------------------------|
| 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 |
| 2015 | 341,405 | 5.1% | 3,362 |

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
(941) 741-3823

TAX COLLECTOR

819 301 Boulevard West
Bradenton, Florida 34205
www.taxcollector.com
(941) 741-4800

Other Tax Collector Services Locations:

Lakewood Ranch
6007 111th Street East
Bradenton, Florida 34211

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

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