WHAT MAKES A COMMUNITY UNIQUE? If you ask a dozen people, you will get a dozen answers. Some might mention architecture, others geography. Some might speak of sports, others of cultural events like music or art. Still others might talk about an area’s history or amenities. In the Fall of 2012, the City of Bradenton, the Bradenton Downtown Development Authority and Realize Bradenton opened the Riverwalk, a 1.5 mile linear park along the south bank of the Manatee River in downtown Bradenton that addresses all of these characteristics.

While designed as a park, the Riverwalk is more than a passive, green space that most people think of as a park. The Riverwalk serves as an outdoor gathering place, a site for recreational activities such as volleyball, skateboarding, walking, fishing, kayaking and jogging while providing public access to Manatee County’s most prominent environmental feature, the Manatee River.

The Riverwalk also features creative and whimsical public art, the most popular of which has been the group created by Don Brandes and Jean Blackburn called “Postcards from the Friendly City.” These enameled images tell the story of Bradenton’s history ranging from the early inhabitants and new settlers to the importance of agriculture, boats and the cattle industry.

Utilizing the research and inspiration of high school and college students who participated in Art Connects and worked with artists and historians at Manatee Village Historical Park and the South Florida Museum to study the community and convey their findings in writing and art, Jean Blackburn and Don Brandes created images that express the rich history of the Manatee River and community in nine “Postcards” which are placed along the Riverwalk.

Each postcard shares part of the story that tells why so many of its residents and visitors find Manatee County to be a unique and culturally rich community.

We are pleased that Realize Bradenton has agreed to feature the postcards in this year’s Comprehensive Annual Financial and Popular Reports.

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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 1,542 injunctions for protection, commonly referred to as “restraining orders,” for victims of domestic, repeat, sexual and dating violence during the past 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 $5.2 million in fines and courts costs which may have gone uncollected.

- Our Indigence Examiners, since January, 2008, have collected a cumulative total of over $600,000. These monies previously went uncollected until responsibility was given to the Clerk.

- 425 children ages 10 to 17 participated in Teen Court and Teen Court Too and contributed over 5,259 community service hours to the community. Additionally, 229 youth volunteers donated over 2,954 hours of volunteer time to the community.

- 2,900 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.

- Volunteers at the Manatee Village Historical Park, Palmetto Historical Park and Manatee County Agricultural Museum donated 6,893 hours of community service.

- 1,695 local students participated in the Manatee County History Fair, hosted each year by our Historical Resources department.

- Received our 34th consecutive Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) for our 2012 Comprehensive Annual Financial Report.

- Received our 15th consecutive GFOA Award for Outstanding Achievement in Popular Annual Financial Reporting for our 2012 Popular Report.

- The Internal Audit Department issued 8 audit reports, provided 973 consulting hours and 784 project hours in the form of assistance to other departments and agencies and provided 974 hours of investigations. 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 191 meetings and work sessions for 19 Boards or Committees.
I am pleased to share with you the 2013 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, 2013 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 of Bradenton and Manatee County. I have watched our historic downtown decline in the 1960s and 70s and then, emerge revitalized in the last few years. An emphasis on our arts, culture and heritage is credited with this resurgence. I have to agree, although I believe Manatee County has always held the arts and its heritage dear. When you think that Manatee County has more than two dozen historical organizations and almost as many arts groups, you understand that our community highly values its culture.

Studies have shown that this is a good thing for our county and city as arts, culture and heritage contribute to the quality of life and attract new residents and visitors. In fact, for an area dependent upon tourism as part of its economy, it is important to understand that cultural and heritage travelers spend more, stay longer and provide a valid economic reason to invest in our arts, culture and heritage.

The Riverwalk along the Manatee River in downtown Bradenton and the public art that adorns it highlight this point. "Postcards from the Friendly City" and the nine panels that depict our community’s heritage have been well received by residents and visitors. We appreciate Realize Bradenton letting us use those panels to illustrate this Popular Report. We hope you enjoy the artwork and learn something about our history from them.

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 34th 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 online 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
Clerk of the Circuit Court and Comptroller
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, 2012. 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 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.

“Come Back Soon” Artist: Don Brandes
Tourism began when the first settlers told the country about the wonders of the Manatee River. In 1924, the City of Bradenton coined the phrase “The Friendly City” which still characterizes Bradenton and Manatee County.

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.
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.

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 decreased by $10,977 and business-type net position had a $35,719 increase in total net position from September 30, 2012 to 2013, 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 County’s governmental activities are at levels similar to those of 2012. The $8,851 decrease in current and other assets and $22,528 decrease in unrestricted net position is principally the result of continued conservative expenditure management amidst the continued climate of lower tax revenues and planned drawdown of reserves in the governmental activities, as the County continues to balance its revenues with the service needs of the community.

Governmental-type long term liabilities also increased $14,114 as revenue refunding and improvements bonds were issued in March of 2013 and other bonds were partially refunded. Furthermore, a revenue improvement note was also issued in August of 2013 for an energy conservation project, contributing to this increased liability.

The business-type activities of Manatee County show an increase of $17,653 in capital assets, an increase of $3,910 in current and other assets, as well as an increase of $35,348 in the unrestricted net position category from the prior year’s amounts. The category of net investment in capital assets increased $5,845 primarily due to the acquisition of capital assets by the Manatee County Port Authority.

Business-type long term liabilities also decreased $15,873 as Port Authority bonds were issued in November of 2012 and other bonds and loans payable were refunded. Additional long term liabilities were recorded for other post employment benefits and landfill closure costs.

continued on next page...
The following comparative, government-wide Condensed Statement of Activities and related graphs present the revenues, expenses and changes in net position. Total revenues increased by $13 million and total expenses decreased slightly from prior year levels, indicating that Manatee County is beginning to recover from the reduction in real estate values and the economic downturn, as has the rest of the country.

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. Other expenses for business-type activities encompass transit system, golf courses and convention center activities and intergovernmental transfers.

Overall, revenues increased by around $13 million in the current year, and expenses decreased slightly over the prior year’s levels. In the general revenue category, a $3.2 million decrease in property taxes denotes the continued decline in assessed property values. An increase in tourist tax revenues of $853 is a positive sign that the tourist component of the County’s economy is continuing to improve. An increase of $8.6 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. Capital grants and contributions decreased by $5.9 million, primarily in physical environment, transportation and culture and recreation functions, as funding sources were received for capital projects in the prior year. The $2 million increase in business-type charges for services is primarily due to a 3% increase in both water and sewer rates, as well as higher water reconnections and reclaimed water. The $10.7 million increase in capital grants and contributions for business-type activities is largely due to the increase in Water and Sewer’s FIF fees attributable to new construction and growth within the county, an increase in operating grants from a security grant, as well as various pass-through grants which the Port administers. Spending has continued to remain generally stable between 2012 and 2013. This is reflective of the County’s commitment to
provide those basic governmental services and the public safety expected by its citizens, balanced with those functions whose cost can be managed in the near term in the face of declining 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 71% of the expenses in the current year.

**MANATEE COUNTY STATEMENT OF ACTIVITIES (IN THOUSANDS)**

<table>
<thead>
<tr>
<th></th>
<th>GOVERNMENTAL ACTIVITIES</th>
<th>BUSINESS-TYPE ACTIVITIES</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Program revenues</td>
<td>$94,467</td>
<td>$85,794</td>
<td>$192,884</td>
</tr>
<tr>
<td>General revenues</td>
<td>228,556</td>
<td>237,121</td>
<td>177</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td>323,023</td>
<td>322,915</td>
<td>193,061</td>
</tr>
<tr>
<td><strong>EXPENSES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General government</td>
<td>77,800</td>
<td>80,151</td>
<td>-</td>
</tr>
<tr>
<td>Public safety</td>
<td>141,768</td>
<td>145,074</td>
<td>-</td>
</tr>
<tr>
<td>Transportation</td>
<td>35,118</td>
<td>34,304</td>
<td>-</td>
</tr>
<tr>
<td>Utilities</td>
<td>-</td>
<td>-</td>
<td>129,111</td>
</tr>
<tr>
<td>Port Authority</td>
<td>-</td>
<td>-</td>
<td>15,311</td>
</tr>
<tr>
<td>Other</td>
<td>77,571</td>
<td>73,716</td>
<td>14,663</td>
</tr>
<tr>
<td><strong>TOTAL EXPENSES</strong></td>
<td>332,257</td>
<td>333,245</td>
<td>159,085</td>
</tr>
<tr>
<td><strong>TRANSFERS</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL TRANSFERS</strong></td>
<td>(1,743)</td>
<td>(294)</td>
<td>1,743</td>
</tr>
<tr>
<td>Changes in net position</td>
<td>(10,977)</td>
<td>(10,624)</td>
<td>35,719</td>
</tr>
<tr>
<td>Beginning net position</td>
<td>1,163,806</td>
<td>1,174,430</td>
<td>854,797</td>
</tr>
<tr>
<td>Ending net position</td>
<td>$1,152,829</td>
<td>$1,163,806</td>
<td>$890,516</td>
</tr>
</tbody>
</table>

"To Cuba" Artist: Jean Blackburn
Manatee County was once one of the largest cattle producing areas in the United States. In the late 1800s and early 1900s, local ranchers shipped live cattle to Cuban markets from docks on the Manatee River.
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 2013, revenues in the general governmental funds increased by approximately $8 million from the prior fiscal year, with $6.9 million increase due to an increase 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. In fiscal year 2012, revenues in the general governmental funds decreased by approximately $14 million from the prior fiscal year, with $9 million of the decrease attributable to collecting less state revenue sharing distributions and grant funding. Ad valorem taxes decreased $6.4 million because of reduced assessed property values. Charges for services declined $1 million, due to a decrease in General Fund revenues related to allocated departmental

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REVENUES For fiscal year 2013, revenues in the general governmental funds increased by approximately $8 million from the prior fiscal year, with $6.9 million increase due to an increase 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. In fiscal year 2012, revenues in the general governmental funds decreased by approximately $14 million from the prior fiscal year, with $9 million of the decrease attributable to collecting less state revenue sharing distributions and grant funding. Ad valorem taxes decreased $6.4 million because of reduced assessed property values. Charges for services declined $1 million, due to a decrease in General Fund revenues related to allocated departmental

<table>
<thead>
<tr>
<th></th>
<th>FY 2013</th>
<th>FY 2012</th>
<th>FY 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ad valorem taxes</td>
<td>$154,445</td>
<td>$157,628</td>
<td>$164,066</td>
</tr>
<tr>
<td>Other taxes</td>
<td>30,624</td>
<td>29,863</td>
<td>28,739</td>
</tr>
<tr>
<td>Licenses and permits</td>
<td>24,035</td>
<td>17,144</td>
<td>12,228</td>
</tr>
<tr>
<td>Intergovernmental</td>
<td>62,406</td>
<td>64,148</td>
<td>73,489</td>
</tr>
<tr>
<td>Charges for services</td>
<td>40,112</td>
<td>36,382</td>
<td>37,205</td>
</tr>
<tr>
<td>Fines and forfeitures</td>
<td>1,787</td>
<td>1,067</td>
<td>1,377</td>
</tr>
<tr>
<td>Interest income</td>
<td>1,237</td>
<td>2,074</td>
<td>3,067</td>
</tr>
<tr>
<td>Assessments</td>
<td>532</td>
<td>94</td>
<td>110</td>
</tr>
<tr>
<td>Contributions</td>
<td>2,397</td>
<td>1,941</td>
<td>4,227</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>6,030</td>
<td>5,233</td>
<td>5,180</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$ 323,605</strong></td>
<td><strong>$ 315,574</strong></td>
<td><strong>$ 329,688</strong></td>
</tr>
</tbody>
</table>
EXPENDITURES During 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. For fiscal year 2012, most governmental functions saw decreases from fiscal year 2011 expenditures as the County was still downsizing. Total general governmental fund expenditures decreased by over $29 million from the prior fiscal year. In particular, general government, public safety, and economic environment functions experienced a combined $7 million decrease. Furthermore, capital project expenditures decreased $23 million over 2011 expenditures as many projects which were begun in the prior year, such as road and drainage improvements, health department renovations, and culture and recreation improvements, including the Rocky Bluff library facility, were completed. These decreases were offset by a slight increase in human services expenditures.
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.

“Fishing” Artist: Jean Blackburn

Seafood from the Manatee River fed the aboriginal Indians. In the 1800’s, Cuban fisherman made their homes along the river’s shore. Fishing kept early residents alive, sustained people during the hard times of the Great Depression, and provides food and recreation today.
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.

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.

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 and county departments.

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.
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 2013, 425 children successfully completed Teen Court and Teen Court Too and contributed over 5,259 community service hours to the community. An additional 229 youth volunteers donated over 2,954 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. Since its inception in fiscal year 2013, Public Access has completed over 3,000 record requests.
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.

<table>
<thead>
<tr>
<th>CLERK OF CIRCUIT COURT</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget</td>
<td>$13,562</td>
<td>$12,895</td>
</tr>
<tr>
<td>Expenditures</td>
<td>$11,416</td>
<td>$11,109</td>
</tr>
</tbody>
</table>

SUPPORT SERVICES

BOARD RECORDS
Board Records maintains the records of the official actions of 18 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.

“June: Life on the River” Artist: Jean Blackburn
Life on the river meant hard work in the Florida climate. Early homesteaders were isolated from the town-life inland, and the river was their connection to Bradenton and their neighbors. Some African-Americans came to Manatee County as slaves. After emancipation, some of those families who remained lived on homesteads along the Manatee River.
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

<table>
<thead>
<tr>
<th>PROPERTY APPRAISER</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget</td>
<td>$4,095</td>
<td>$4,101</td>
</tr>
<tr>
<td>Expenditures</td>
<td>$4,084</td>
<td>$4,035</td>
</tr>
</tbody>
</table>

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

For additional information visit : www.ManateeSheriff.com

<table>
<thead>
<tr>
<th>SHERIFF</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget</td>
<td>$104,119</td>
<td>$102,605</td>
</tr>
<tr>
<td>Expenditures</td>
<td>$96,723</td>
<td>$96,882</td>
</tr>
</tbody>
</table>

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, 2013: 211,775
- Eligible voters in the last general election (November 2012): 202,713
- Eligible voters in the last primary election (August 2012): 203,068

<table>
<thead>
<tr>
<th>SUPERVISOR OF ELECTIONS</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget</td>
<td>$2,578</td>
<td>$2,540</td>
</tr>
<tr>
<td>Expenditures</td>
<td>$2,366</td>
<td>$2,084</td>
</tr>
</tbody>
</table>

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
- $2.6 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

<table>
<thead>
<tr>
<th>TAX COLLECTOR</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget</td>
<td>$8,313</td>
<td>$8,297</td>
</tr>
<tr>
<td>Expenditures</td>
<td>$8,084</td>
<td>$7,859</td>
</tr>
</tbody>
</table>
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.

## 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 coordinated 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.

<table>
<thead>
<tr>
<th>ADMINISTRATION</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget</td>
<td>$2,346</td>
<td>$2,297</td>
</tr>
<tr>
<td>Expenditures</td>
<td>$2,307</td>
<td>$2,083</td>
</tr>
</tbody>
</table>

## 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.

<table>
<thead>
<tr>
<th>BUILDING &amp; DEVELOPMENT SERVICES</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget</td>
<td>$8,872</td>
<td>$8,343</td>
</tr>
<tr>
<td>Expenditures</td>
<td>$8,754</td>
<td>$7,651</td>
</tr>
</tbody>
</table>

## 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 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 $28.7 million in funds to a variety of not-for-profit agencies for community based services as well as $3.1 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

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget</td>
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<td>$4,701</td>
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<tr>
<td>Expenditures</td>
<td>$4,070</td>
<td>$4,306</td>
</tr>
</tbody>
</table>

### 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 approximately 264 events annually.

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
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</thead>
<tbody>
<tr>
<td>Budget</td>
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<td>$3,862</td>
</tr>
<tr>
<td>Expenditures</td>
<td>$4,723</td>
<td>$3,836</td>
</tr>
</tbody>
</table>

### 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. They administer 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.

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
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</thead>
<tbody>
<tr>
<td>Budget</td>
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<td>$2,230</td>
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<tr>
<td>Expenditures</td>
<td>$2,127</td>
<td>$2,157</td>
</tr>
</tbody>
</table>

### FINANCIAL MANAGEMENT

The Financial Management Department develops, reviews and implements the county budget, capital improvements program and related county policies. The department works closely with county departments, the county administrator and the Board of County Commissioners in all areas of financial management. It provides procurement services for county departments and other agencies. They also oversee 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.

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
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</thead>
<tbody>
<tr>
<td>Budget</td>
<td>$1,828</td>
<td>$1,785</td>
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<tr>
<td>Expenditures</td>
<td>$1,814</td>
<td>$1,756</td>
</tr>
</tbody>
</table>

### HUMAN RESOURCES

The Human Resources Department supports the organizational and leadership goals by providing quality services to a diverse workforce. The Department administers the Equal Employment Opportunity (EEO) Policy of the Board of County Commissioners, provides employee recognition programs, training and retirement assistance. They oversee the employment process through recruiting, hiring and related screening and background verifications, and conduct new hire orientation, job studies and salary surveys.

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
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</thead>
<tbody>
<tr>
<td>Budget</td>
<td>$961</td>
<td>$1,051</td>
</tr>
<tr>
<td>Expenditures</td>
<td>$884</td>
<td>$863</td>
</tr>
</tbody>
</table>

### INFORMATION SERVICES

Information Services is responsible for providing 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.

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget</td>
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</tr>
<tr>
<td>Expenditures</td>
<td>$7,393</td>
<td>$7,456</td>
</tr>
</tbody>
</table>
NATURAL RESOURCES
The Natural Resources Department manages over 30,000 acres of County preserved lands and coastal resources. Responsibilities include acquisition, restoration and passive recreational development of environmentally-sensitive land and overseeing 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.

<table>
<thead>
<tr>
<th>NATURAL RESOURCES</th>
<th>2013</th>
<th>2012</th>
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</thead>
<tbody>
<tr>
<td>Budget</td>
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<td>$1,535</td>
</tr>
<tr>
<td>Expenditures</td>
<td>$1,241</td>
<td>$1,467</td>
</tr>
</tbody>
</table>

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 Department is 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, they provide a multitude of programs and electronic services for the County’s citizens of all ages. Library usage topped the 3,000,000 mark for the first time this last fiscal year. The NEIGHBORHOOD DEVELOPMENT PROGRAM targets Board approved neighborhoods with predominately 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. The 14th Street West and South County Community Redevelopment Areas are managed by staff with input from community advisory boards in the respective areas, and have established improvement plans to stimulate economic development and upgrade poor conditions.

<table>
<thead>
<tr>
<th>NEIGHBORHOOD SERVICES</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget</td>
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<td>$9,787</td>
</tr>
<tr>
<td>Expenditures</td>
<td>$8,004</td>
<td>$8,410</td>
</tr>
</tbody>
</table>

PARKS AND RECREATION
The Parks and Recreation Department has three divisions: RECREATION supervises, coordinates and implements county recreational programs and facilities. PARKS MAINTENANCE provides maintenance to 52 park and 42 non-park facilities covering 1,000+ acres and 2.6 miles of beaches for the Board of County Commissioners and Constitutional Officers. ADMINISTRATIVE SERVICES provides administrative, contract management, policy guidance and oversight for recreational programs, personnel, budget and fiscal management.

<table>
<thead>
<tr>
<th>PARKS &amp; RECREATION</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget</td>
<td>$9,595</td>
<td>$9,341</td>
</tr>
<tr>
<td>Expenditures</td>
<td>$8,691</td>
<td>$8,386</td>
</tr>
</tbody>
</table>

PROPERTY MANAGEMENT
The Property Management Department consists of five primary 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. 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.

<table>
<thead>
<tr>
<th>PROPERTY MANAGEMENT</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget</td>
<td>$12,123</td>
<td>$9,979</td>
</tr>
<tr>
<td>Expenditures</td>
<td>$10,618</td>
<td>$9,307</td>
</tr>
</tbody>
</table>
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. Manatee County has officially embraced and adopted a “no-kill” policy. 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, recently merged into the EMS Division, is responsible for protecting our residents and visitors while they enjoy our beautiful beaches.

<table>
<thead>
<tr>
<th>PUBLIC SAFETY</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget</td>
<td>$20,599</td>
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</tr>
<tr>
<td>Expenditures</td>
<td>$19,912</td>
<td>$20,682</td>
</tr>
</tbody>
</table>

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. 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 Department cost centers.

### Engineering Services:
- **ROAD/BRIDGE ENGINEERING** performs engineering for Capital Improvement Projects (CIP) projects involving roadway, sidewalk and intersection improvements, along with CAD operations. They serve as design support and permitting for various divisions.
- **UTILITY ENGINEERING** performs development utility plan review, 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 and 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 CIP from planning to completion of the project.

### 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, stormwater 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**, an internal service division, operates a County-wide fleet management program, consisting of four geographically separated repair and 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.
- **TRANSIT** provides access to bus service with 13 fixed routes Monday-Saturday, and 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.

### 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 (TMC), 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, signs and maintenance pavement markings on 374 miles of paved County roads.

### 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.
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, treatment facility, laboratory, distribution system including meter reading and water conservation efforts. The Wastewater Division includes 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 CONSERVAITION 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 2013’s coverage was 201%.

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.

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 citizens from a point of origin to their destination including a daily service 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 in a cost-efficient manner, a readily-accessible, intermodal means of mobility. 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 we seek to establish a positive experience for the citizens that we serve.

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Port Manatee is the fifth largest of Florida’s 15 deepwater seaports. As the major shipping gateway to our community, the Manatee County Port Authority manages the 1,100-acre facility, which is 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.

The Port facility expansion program continues. The current focus is on improvements to the South Port area, which include extending the recently-dredged Berth 12 and construction of an adjacent intermodal container terminal that was near completion on September 30, 2013. Berth 12 is now 1,584 feet long with a 40-foot draft and is capable of handling Panamax-sized ships arriving at Port Manatee’s first dedicated container facility. Two new locomotive engines were ordered and expected delivery is January 2014. Completion of these projects significantly expands the Port’s operating and container-handling capacity. Furthermore, on September 19, 2013, the Port Authority signed a Memorandum of Understanding with Pasha Automotive Services to develop a state of the art auto processing facility at Port Manatee. This agreement is in line with the Port’s desire to continue to diversify business sectors.

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, 2013.

<table>
<thead>
<tr>
<th>PORT MANATEE</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating revenues and interest income</td>
<td>$10,384</td>
<td>$11,332</td>
</tr>
<tr>
<td>Grant and contributions</td>
<td>10,612</td>
<td>6,411</td>
</tr>
<tr>
<td>Total expenses</td>
<td>(10,229)</td>
<td>(9,916)</td>
</tr>
<tr>
<td>Excess of revenues over expense</td>
<td>10,767</td>
<td>7,827</td>
</tr>
<tr>
<td>Transfer of sales tax revenue</td>
<td>447</td>
<td>446</td>
</tr>
<tr>
<td>Depreciation</td>
<td>(5,135)</td>
<td>(5,190)</td>
</tr>
<tr>
<td>Net after depreciation</td>
<td>$ 6,079</td>
<td>$ 3,083</td>
</tr>
</tbody>
</table>

“One Million Sunsets Ago” Artist: Don Brandes

People have lived along the Manatee River for over 2000 years. Spanish explorers met the descendants of the earliest inhabitants, called Tocobaga, in the 1500’s. The South Florida Museum has a collection of pottery, tools, and other traces of these first peoples.
INVESTMENT POLICY

During fiscal year 2013, the County’s investment portfolio ranged from $631 to $760 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 2013, the investments made by the Clerk earned an average of .362% and generated $2.6 million in investment earnings. The chart below is a breakdown of the portfolio at fair value, by types of investments.
## OTHER FINANCIAL DATA

### PRINCIPAL PROPERTY TAXPAYERS (IN THOUSANDS)

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

### ASSESSED VALUES (IN THOUSANDS)

<table>
<thead>
<tr>
<th>FISCAL YEAR</th>
<th>NET ASSESSED VALUE</th>
<th>TAX COLLECTIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>2004</td>
<td>$21,156,037</td>
<td>$149,274</td>
</tr>
<tr>
<td>2005</td>
<td>24,759,022</td>
<td>170,697</td>
</tr>
<tr>
<td>2006</td>
<td>30,735,678</td>
<td>196,366</td>
</tr>
<tr>
<td>2007</td>
<td>34,453,086</td>
<td>237,057</td>
</tr>
<tr>
<td>2008</td>
<td>33,493,766</td>
<td>226,584</td>
</tr>
<tr>
<td>2009</td>
<td>28,673,792</td>
<td>209,404</td>
</tr>
<tr>
<td>2010</td>
<td>24,844,685</td>
<td>189,038</td>
</tr>
<tr>
<td>2011</td>
<td>23,756,729</td>
<td>163,976</td>
</tr>
<tr>
<td>2012</td>
<td>23,257,910</td>
<td>157,082</td>
</tr>
<tr>
<td>2013</td>
<td>24,140,776</td>
<td>154,031</td>
</tr>
</tbody>
</table>

### PROPERTY TAX RATES

- **COUNTY**: 6.433
- **SCHOOL BOARD**: 6.433
- **OTHER**: 7.572
- **UNINCORPORATED MSTU**: 0.611

<table>
<thead>
<tr>
<th>Year</th>
<th>COUNTY</th>
<th>SCHOOL BOARD</th>
<th>OTHER</th>
<th>UNINCORPORATED MSTU</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013</td>
<td>6.433</td>
<td>6.433</td>
<td>7.572</td>
<td>0.611</td>
</tr>
<tr>
<td>2012</td>
<td>6.433</td>
<td>6.433</td>
<td>7.589</td>
<td>0.611</td>
</tr>
<tr>
<td>2011</td>
<td>6.430</td>
<td>6.430</td>
<td>7.960</td>
<td>0.611</td>
</tr>
<tr>
<td>2010</td>
<td>6.425</td>
<td>6.425</td>
<td>7.591</td>
<td>0.611</td>
</tr>
<tr>
<td>2009</td>
<td>6.408</td>
<td>6.408</td>
<td>7.541</td>
<td>0.611</td>
</tr>
</tbody>
</table>

### DEMOGRAPHIC AND ECONOMIC STATISTICS

<table>
<thead>
<tr>
<th>Year</th>
<th>Population</th>
<th>Unemployment Rate</th>
<th>Total Government Employees</th>
</tr>
</thead>
<tbody>
<tr>
<td>2004</td>
<td>293,837</td>
<td>3.4%</td>
<td>3,416</td>
</tr>
<tr>
<td>2005</td>
<td>300,298</td>
<td>3.2%</td>
<td>3,437</td>
</tr>
<tr>
<td>2006</td>
<td>311,102</td>
<td>2.7%</td>
<td>3,569</td>
</tr>
<tr>
<td>2007</td>
<td>315,890</td>
<td>4.2%</td>
<td>3,573</td>
</tr>
<tr>
<td>2008</td>
<td>323,374</td>
<td>7.4%</td>
<td>3,547</td>
</tr>
<tr>
<td>2009</td>
<td>330,201</td>
<td>12.7%</td>
<td>3,360</td>
</tr>
<tr>
<td>2010</td>
<td>318,176</td>
<td>12.6%</td>
<td>3,310</td>
</tr>
<tr>
<td>2011</td>
<td>324,168</td>
<td>10.9%</td>
<td>3,274</td>
</tr>
<tr>
<td>2012</td>
<td>330,862</td>
<td>9.0%</td>
<td>3,246</td>
</tr>
<tr>
<td>2013</td>
<td>333,687</td>
<td>7.5%</td>
<td>3,257</td>
</tr>
</tbody>
</table>

(1) Unemployment information for August 2013 has been utilized

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(1) Manatee Chamber of Commerce, Economic Development Council, Manatee County Government and Manatee County Sheriff’s Department. (2) Florida Department of Economic Opportunity (3) Employment information for August 2013 has been utilized
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
The Professional Building
1023 Manatee Ave. West
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, Florida 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.manateeappraiser.com
(941) 748-8208

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

SUPERVISOR OF ELECTIONS
600 301 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 34221

North River
4333 US Highway 301 North
Ellenton, Florida 34222

Palma Sola
7411 Manatee Ave. West, Suite 200
Bradenton, Florida 34209

ON THE COVER: “Welcome To Manatee Lands”
Artists: Don Brandes and Jean Blackburn
Before automobiles and the Interstate System, the Manatee River was the main transportation route for people and products. When first opened for settlement, the area was called the "Manatee Lands.”

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