

# MEMORANDUM



County Administrator's Office  
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MANATEE COUNTY  
FLORIDA

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**To:** Board of County Commissioners  
**From:** Ed Hunzeker, County Administrator  
**Date:** January 28, 2013  
**Subject:** Donations to Manatee County received during 2012

A handwritten signature in black ink, appearing to be "EH", written over the "From:" line.

On March 29, 2011, the Board adopted Ordinance 11-12 and Resolution 11-058 granting the County Administrator the authority to establish an administrative procedure for accepting gifts of personal property valued at less than ten-thousand dollars (\$10,000). The procedure calls for an annual report to the Board entered into the official records of the County, identifying the personal property, its physical location, and the department, office or agency to which it has been assigned. For your reference the policy and the procedure are available on the iNET under the "Policies and Procedures" tab and are numbered F.2 and 602.001, respectively.

The Procedure was amended on 9/14/12 so that donations of a nominal value of \$100 or less no longer require the County Administrator's approval, but may be accepted and managed by department directors at their discretion.

Please refer to the attached chart listing donations received during 2012 and the disposition. If you have any questions please let me know.

Cc: Board Records, Clerk of the Circuit Court

ACCEPTED IN OPEN SESSION

FEB 12 2013

BOARD OF COUNTY COMMISSIONERS  
MANATEE COUNTY, FLORIDA

2/13/13 QA

Emailed copy to Kim Godbee

Donations valued at less than \$10,000 received by Manatee County during 2012:

<b>Date</b>	<b>Donor</b>	<b>Description of Donation</b>	<b>Received by</b>	<b>Use</b>	<b>Fund</b>
1/10/12	Various patrons	\$42.11 total	Parks & Recreation Dept.	Special events	General Fund
2/14/12	Suncoast Environmental Services	Trees and plants valued at \$1,500	Natural Resources Dept.	Robinson Preserve and Jiggs Landing	General Fund
2/21/12	Sandra L. Greene	\$150	Natural Resources Dept.	Robinson Preserve	General Fund
3/02/12	Friends of the Island Library	\$200	Natural Resources Dept.	County Preserves	General Fund
5/10/12	Mighty 4-Hers of Duette	Fitness equipment/ exercise stations valued at \$1,500	Parks & Recreation Dept.	Bunker Hill Park	General Fund
5/17/12	Trademark Aluminum, Inc.	Two aluminum dugout roofs valued at \$4,250	Parks & Recreation Dept.	Buffalo Creek Park	General Fund
5/17/12	Buffalo Creek Little League	Four aluminum dugout roofs valued at \$8,500	Parks & Recreation Dept.	Buffalo Creek Park	General Fund
5/21/12	Dr. John Pfeilsticker	Home audio receiver	Parks & Recreation Dept.	G.T. Bray Rec. Center	N/A
5/22/12	Hungry Howies Pizza Buffet	80 gift certificates for pizza buffet	Parks & Recreation Dept.	Youth basketball league championship games	N/A
6/12/12	Joe Oliver	20 fitness/workout towels	Parks & Recreation Dept.	G. T. Bray Rec. Center	N/A
6/19/12	Anna Maria Island Shuttle	\$50	Natural Resources Dept.	Emerson Point Preserve	General Fund
6/19/12	Various	Snacks/cups	Parks & Recreation Dept.	G. T. Bray Rec. Center youth programs	N/A

Date	Donor	Description of Donation	Received by	Use	Fund
7/18/12	Tom Cofer Grow Financial	Live oak tree	Parks & Recreation Dept.	Creekwood Park	N/A
7/31/12	Suncoast Environmental Services	Buttonwood trees valued at \$2,200	Natural Resources Dept.	Robinson Preserve	General Fund
8/13/12	Pope Golf	Cub cadet 50" riding mower valued at \$500	Parks & Recreation Dept.	Rubonia Community Center	General Fund
10/3/12	Florida Paddling Trails Association	Ten debris grabbers valued at \$300	Natural Resources Dept.	County preserves and waterways	N/A