

## Constitutional Officers Agencies Organization Department Summary

The five Constitutional Officers are the Clerk of the Circuit Court, the Property Appraiser, the Sheriff, the Supervisor of Elections and the Tax Collector. Constitutional Officers are elected to administer a specific function of County Government and are directly accountable to the public for its proper operation. The duties, responsibilities and powers of these officials are defined by the state constitution and laws. Other elected officials include the Board of County Commissioners, the Judiciary, the State Attorney, and the Public Defender.

Department Name	FY11 Actual	FY12 Budget	FY13 Request
Clerk Of The Circuit Court Office	10,338,710	9,901,260	9,393,330
Property Appraiser Office	9,354,356	8,715,800	8,742,385
Supervisor Of Elections Office	4,766,450	6,170,470	4,614,411
Tax Collector Office	16,388,773	16,121,780	14,981,184
Sheriff Office	231,068,505	213,909,290	211,416,078
Total	271,916,794	254,818,600	249,147,388



## Clerk of the Circuit Court

Pursuant to Revision 7 of Article V, the Clerk has three distinct functions--recording legal documents such as real estate transfers, performing statutorily mandated support for the court system and the legal community, and providing services to the Board of County Commissioners. The Clerk serves as Accountant and Clerk to the Board of County Commissioners, Custodian of county funds, Ex-Officio County Auditor and Clerk of the Water and Navigation Control Authority. Additionally, the Clerk provides printing services and mail services to County departments. The Clerk's varied court responsibilities are not reflected in the County budget, as they are a separate state budget responsibility, supported by fees. The recording function is also supported by fees, and if the revenues exceed expenditures the county receives excess fees from the Clerk.

### Budget Summary

#### Expenditures by Program

Programs	Fund	FY11Actuals	FY12Budget	FY13Request
Default Program	General Fund	10,338,710	0	0
Clerk of the Circuit Court-Board Support	General Fund	0	9,901,260	9,393,330
Department Total		10,338,710	9,901,260	9,393,330

#### Expenditures by Fund

Fund	FY11Actuals	FY12Budget	FY13Request
General Fund	10,338,710	9,901,260	9,393,330
Expenditures by Fund Total	10,338,710	9,901,260	9,393,330

#### Personnel Summary

	FY12Budget	FY13Request
Permanent Full-Time Positions	109	106

#### Program Descriptions

Default Program	The conversion to program budgets did not occur until FY 2012. As a result, most FY 2011 expenditures appear in the program rather than being distributed to specific program accounts.
Clerk of the Circuit Court - Board Support	The Clerk of the Circuit Court is Clerk of the County Court, Recorder of Deeds, Clerk and Accountant for the Board of County Commissioners, Custodian of County Funds, and Ex-Officio County Auditor. The Clerk's functions to the Board of County Commissioners are funded by a transfer from the County's General Fund. The Clerk's recording functions and Court functions are fee-based operations. The Clerk's functions to the Board are reflected in the budget, but the Clerk's functions to the Court System are not reflected pursuant to Revision 7 of Article V of the Florida Constitution.



# Property Appraiser

The Property Appraiser is responsible for placing a fair, equitable, and just value on all property in Pinellas County. While the Property Appraiser determines the value on over 434,000 parcels and 64,600 tangible personal property accounts, for the purpose of levying taxes, the Property Appraiser does not set tax rates. These tax rates are set by the Board of County Commissioners, by municipalities, by the School Board and other tax levying boards. The Property Appraiser also administers any tax exemptions granted by statute such as permanent resident's Homestead Exemption, Portability, Seniors, Widows, and Disabled exemptions, etc. The amount noted reflects an estimate of the Property Appraiser Statutory fees to be paid by the County. The Property Appraiser's total budget is approved by the State Department of Revenue.

## Budget Summary

### Expenditures by Program

Programs	Fund	FY11Actuals	FY12Budget	FY13Request
Default Program	General Fund	9,354,356	0	0
Property Appraiser Program	General Fund	0	8,715,800	8,742,385
Department Total		9,354,356	8,715,800	8,742,385

### Expenditures by Fund

Fund	FY11Actuals	FY12Budget	FY13Request
General Fund	9,354,356	8,715,800	8,742,385
Expenditures by Fund Total	9,354,356	8,715,800	8,742,385

### Personnel Summary

	FY12Budget	FY13Request
Permanent Full-Time Positions	123	123

### Program Descriptions

Default Program	The conversion to program budgets did not occur until FY 2012. As a result, most FY 2011 expenditures appear in the program rather than being distributed to specific program accounts.
Property Appraiser Program	The Property Appraiser is responsible for placing a fair and equitable just/market value on all property in Pinellas County, for the purpose of providing taxable values to the Taxing Authorities for their property tax levies. The Property Appraiser also administers any tax exemptions granted by statute such as permanent resident's Homestead Exemption, Portability, Seniors, Widows and Disabled exemptions, etc.



# Supervisor of Elections

The Supervisor of Elections is responsible for preparing and conducting all Federal, State, County, and Municipal elections in the County. The office registers, maintains changes and deletes the records for all County voters and qualifies all candidates for County offices. The Supervisor of Elections recruits, trains and assigns all poll workers, locates and contracts with polling locations, surveys polling places and makes improvements to comply with ADA accessibility requirements, and purchases and maintains all voting equipment and supplies. The office conducts voter registration and education for all senior high school classes and citizens countywide. The office conducts voter education for elementary and middle school programs. Sample ballots are published in newspapers. The office maintains the website that provides information regarding voter registration, polling places, election dates, and candidates.

## Budget Summary

### Expenditures by Program

Programs	Fund	FY11Actuals	FY12Budget	FY13Request
Default Program	General Fund	4,766,450	0	0
Supervisor of Elections Program	General Fund	0	6,170,470	4,614,411
Department Total		4,766,450	6,170,470	4,614,411

### Expenditures by Fund

Fund	FY11Actuals	FY12Budget	FY13Request
General Fund	4,766,450	6,170,470	4,614,411
Expenditures by Fund Total	4,766,450	6,170,470	4,614,411

### Personnel Summary

	FY12Budget	FY13Request
Permanent Full-Time Positions	34	34

### Program Descriptions

Default Program	The conversion to program budgets did not occur until FY 2012. As a result, most FY 2011 expenditures appear in the program rather than being distributed to specific program accounts.
Supervisor of Elections Program	The Supervisor of Elections is responsible for preparing and conducting all Federal, State, County, and Municipal elections in the County. The office registers, maintains changes and deletes the records for all County voters and qualifies all candidates for County offices. The Supervisor of Elections recruits, trains and assigns all poll workers, locates and contracts with polling locations, surveys polling places and makes improvements to comply with ADA accessibility requirements, and purchases and maintains all voting equipment and supplies. The office conducts voter registration and education for all senior high school classes and citizens countywide. The office conducts voter education for elementary and middle school programs. Sample ballots are published in newspapers and mailed to voters. The office maintains the website that provides information regarding voter registration, polling places, election dates, and candidates.



# Tax Collector

The Tax Collector bills, collects and distributes all taxes for the County, Municipalities, Tourist Development Council, School Board, and taxing districts - including the sales tax on vehicles, vessels, and mobile homes. This office also collects delinquent taxes and sells certificates for unpaid taxes. As the agent for state government, the Tax Collector issues licenses and titles for cars, trucks, boats and mobile homes, collects fees for fishing and hunting licenses, issues Drivers Licenses, and makes application for voter ID cards.

## Budget Summary

### Expenditures by Program

Programs	Fund	FY11Actuals	FY12Budget	FY13Request
Default Program	General Fund	16,388,773	0	0
Tax Collector Program	General Fund	0	16,121,780	14,981,184
Department Total		16,388,773	16,121,780	14,981,184

### Expenditures by Fund

Fund	FY11Actuals	FY12Budget	FY13Request
General Fund	16,388,773	16,121,780	14,981,184
Expenditures by Fund Total	16,388,773	16,121,780	14,981,184

### Personnel Summary

	FY12Budget	FY13Request
Permanent Full-Time Positions	258	258

### Program Descriptions

Default Program	The conversion to program budgets did not occur until FY 2012. As a result, most FY 2011 expenditures appear in the program rather than being distributed to specific program accounts.
Tax Collector Program	The Tax Collector bills, collects and distributes all taxes for the County, Municipalities, Tourist Development Council, School Board, and taxing districts - including the sales tax on vehicles, vessels, and mobile homes. This office also collects delinquent taxes and sells certificates for unpaid taxes. As the agent for state government, the Tax Collector issues licenses and titles for cars, trucks, boats, and mobile homes, collects fees for fishing and hunting licenses, issues Drivers Licenses, and makes application for voter ID cards.



# Sheriff

The Sheriff's authority as chief law enforcement officer in Pinellas County is vested in Title V, Chapter 30 of Florida Statutes. It is the Sheriff's obligation to provide an adequate level of law enforcement, court security, and detention services for the benefit of all Pinellas County residents. The Sheriff's duties include providing primary law enforcement services to residents in the unincorporated areas of the County and the 12 municipalities which contract with the Sheriff for these services. Additionally, the Sheriff is the sole provider of specific services such as pre-trial services, flight operations, environmental land patrols, civil process and the monitoring of sexual predators. Some specific examples of services the Sheriff provides include crime scene investigations, narcotics investigations, fugitive extradition, marine patrol, traffic enforcement, canine teams, and special weapons and tactics (SWAT) teams.

In addition to law enforcement, the Sheriff's Office supports the judicial system by providing security for the five court facilities within the county. The Sheriff also operates the County Jail with over 50,000 bookings annually and an average daily population of 3,200 inmates.

## Budget Summary

### Expenditures by Program

Programs	Fund	FY11Actuals	FY12Budget	FY13Request
Default Program	General Fund	231,058,505	0	0
Default Program	School Crossing Guard Trust	10,000	0	0
Reserves Program	School Crossing Guard Trust	0	78,260	85,670
Sheriff Program	General Fund	0	213,821,030	211,320,408
School Crossing Guard Fund	School Crossing Guard Trust	0	10,000	10,000
Department Total		231,068,505	213,909,290	211,416,078

### Expenditures by Fund

Fund	FY11Actuals	FY12Budget	FY13Request
General Fund	231,058,505	213,821,030	211,320,408
School Crossing Guard Trust	10,000	88,260	95,670
Expenditures by Fund Total	231,068,505	213,909,290	211,416,078

### Personnel Summary

	FY12Budget	FY13Request
Permanent Full-Time Positions	2,263	2,268

### Program Descriptions

Default Program	The conversion to program budgets did not occur until FY 2012. As a result, most FY 2011 expenditures appear in the program rather than being distributed to specific program accounts.
Reserves Program	Oversees the management and allocation of the county's financial reserves.
Sheriff Program	The Pinellas County Sheriff's Office provides law enforcement, corrections and judicial services to the residents of Pinellas County. The Sheriff's operation is funded with a transfer from the Board's General Fund.
School Crossing Guard Fund	The School Crossing Guard Trust fund is used to account for collection and distribution of a surcharge on parking fines assessed under Pinellas County Code Section 122-32(6) for funding training programs for school crossing guards. This program is administered by the Sheriff.

