



City of Naples

CITY COUNCIL MINUTES

Workshop Meeting 6-11-92

City Council Chambers
735 Eighth Street South
Naples, Florida 33940

-SUBJECT-

PAGE

BUDGET REVIEW - WATER, SEWER, EQUIPMENT MANAGEMENT

1



Date 6-11-92

ROLL CALL

Fred L. Sullivan, Vice Mayor

**Kim Anderson
R. Joseph Herms
Alan R. Korest
Ronald M. Pennington
Peter H. Van Arsdale
Council Members**

Also Present:

Dr. Richard L. Woodruff, City Manager
Maria J. Chiaro, City Attorney
Bill Harrison, Finance Director
Larry Barnet, Public Works Director
Leighton Westlake, Engineering Manager
Al Lane, Public Works Analyst
James V. Miller, Equipment Maintenance Manager
Alfred Monteleone, Distribution/Collection Supt.
David A. Graff, Utility Maintenance Superintendent
Maria Class, Administrative Assistant II
Michael S. Whitcavage, Tradesworker
Silas M. Crain, Treatment Plant Superintendent
Dan Mercer, Utilities Manager
George Henderson, Sergeant-At-Arms
Marilyn McCord, Deputy Clerk

Other interested citizens and visitors.

[illegible]

CITY OF NAPLES, FLORIDA

City Council Minutes

Date 6-11-92

COUNCIL MEMBERS	M O T I O N	S E C O N D	VOTE		A B S E N T
			Y E S	N O	

ITEM 1

**BUDGET REVIEW - WATER, SEWER,
EQUIPMENT MANAGEMENT**

Finance Director Bill Harrison explained the policy concerning procedures for administrative transfers. City Manager Woodruff noted that written policy sets forth a definite plan, approved by Council, which allows for such transfers to the various funds outside the General Fund. Dr. Woodruff informed Council that staff was not recommending any sanitation or water rate increases, but would be asking Council to establish a late charge.

Staff had been requested to report on the comparison between water billed versus water produced. City Manager Woodruff pointed out that the percentage of billed versus treated water had declined and it should be a goal of both Council and staff to continue to see it decline.

Utilities Manager Dan Mercer presented a video of above-ground and low meters. Council discussed the painting and landscaping of above-ground meters. Mr. Mercer told Council that to date every above-ground meter customer had asked to either paint or landscape their meters. The annual cost of the meter replacement program was also reviewed.

City Manager Woodruff reminded Council that during the summer months, an audit of every twentieth or thirtieth water account would begin throughout the City. Volunteer John Johnson will be assisting to insure proper auditing criteria. Mayor Muenzer recommended scheduling an audit on an annual basis.

With respect to this year's budget, City Manager Woodruff suggested that each Council Member meet with staff on a one-to-one basis. He also asked that Council feel free to approach anyone on staff for answers to their budget questions.

City Council Minutes

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[illegible]

CITY OF NAPLES, FLORIDA

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			Y E S	N O	

Council discussed the proposed truck washing site. Staff will investigate the possible use of the wash pad at Naples Airport.

City Manager Woodruff reviewed the utility revenues and expenditures. Public Works Analyst Al Lane told Council that staff was investigating a computerized billing system which would expand on the existing tracing and work order system. Under the current system, no incentive exists for the individual departments to properly care for their vehicles. Dr. Woodruff emphasized the importance of those incentives as well as proper record keeping.

During discussion, Council suggested that complete maintenance records be provided for all vehicles to be replaced. Also, it was suggested that a column should be added in the budget addressing the percentage of year-to-year change in the cost of each line item.

City Manager Woodruff concluded the budget discussion by telling Council that staff would provide a budget reflecting the revenue at a millage rate of 1.18, then provide documentation to show what can be added back to that budget at the 1.24 millage rate. Dr. Woodruff said, "Don't be surprised by the magnitude of what we are dealing with." He reminded Council that the assessment base had gone down, expected new growth was not present and the State had fallen short on its revenue share.

Vice Mayor Sullivan said that this year, for the first time, assessments had gone down, placing the burden of proper analysis upon Council. He stated, "We've got to work a budget today based on the real facts of life."

City Council Minutes

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Authorized Personnel:	1992 Budget	1993 Base Bdgt.	1993 Dept. Req.	1993 Appvd. Bdgt.
Utility Administration	4	4	6	
Water Production	17	17	16	
Water Distribution	28	28	23	
Wastewater Treatment	18	18	15	
Wastewater Collection	17	17	15	
Utility Maintenance	14	14	19	
Laboratory Services	<u>4</u>	<u>4</u>	<u>4</u>	
TOTAL	102	102	98 *	

* The transfer of personnel, to the Finance Department, precipitated a reduced 1993 Budget Personnel Request.

WATER PRODUCTION

FISCAL 92

1	WATER TREATMENT SUPERINTENDENT
1	WATER TREATMENT PLANT SUPV.
4	WATER PLANT OPERATOR IV
5	WATER PLANT OPERATOR III
1	WATER PLANT OPERATOR II
1	UTILITY PLANT MAINTENANCE TECH.
1	UTILITY PLANT MAINTENANCE MECH.
1	SERVICE WORKER III
1	SERVICE WORKER II
1	EQUIPMENT OPERATOR III

FISCAL 93

1	OPERATIONS SUPT.
1	ADMINISTRATIVE ASST. I
1	WATER PLANT SUPERVISOR
10	WATER PLANT OPERATOR
1	EQUIPMENT OPERATOR III
1	SERVICE WORKER III
1	SERVICE WORKER II

WATER DISTRIBUTION

FISCAL 92

1	DISTRIB./COLLECT. SUPT.
1	DISTRIBUTION SUPV.
1	METER OPERATIONS SUPV.
1	WATER METER REPAIR TECH.
2	METER READERS
6	CREW LEADER III
1	EQUIPMENT OPERATOR IV
1	STOREKEEPER
11	SERVICE WORKER III
1	DISTRIBUTION INSPECTOR
1	UTILITY LOCATOR
1	ADMINISTRATIVE ASST. I

FISCAL 93

1	DISTRIB./COLLECT. SUPT.
1	ADMINISTRATIVE ASST. I
1	DISTRIBUTION SUPERVISOR
1	DISTRIBUTION INSPECTOR
1	UTILITY LOCATOR
1	CROSS CONNECTION CONTROL TECHNICIAN
4	CREW LEADER III
1	EQUIPMENT OPERATOR IV
1	STOREKEEPER
1	INVENTORY CLERK
10	SERVICE WORKER III

WASTEWATER TREATMENT

FISCAL 92

1	W/W TREATMENT SUPERINTENDENT
1	W/W TREATMENT PLANT SUPV.
1	W/W PLANT MAINT FOREMAN
3	W/W/ PLANT OPERATOR IV
5	W/W PLANT OPERATOR III
1	W/W PLANT OPERATOR II
1	W/W PLANT OPERATOR I
1	UTILITY PLANT MAINT TECH
1	LABORATORY SUPERVISOR
1	CHEMIST
2	MICROBIOLOGISTS
1	CENTRIFUGE & PRESS OPR.
1	EQUIPMENT OPERATOR III
1	SERVICE WORKER II
1	SERVICE WORKER I

FISCAL 93

1	W/W PLANT SUPERVISOR
9	W/W PLANT OPERATOR
1	INDUSTRIAL WASTE TECH.
1	CENTRIFUGE/PRESS OPERATOR
1	EQUIPMENT OPERATOR III
1	SERVICE WORKER II
1	SERVICE WORKER I

1	LABORATORY SUPERVISOR
1	CHEMIST
2	MICROBIOLOGIST

WASTEWATER COLLECTION

FISCAL 92

1	COLLECTION SUPERVISOR
1	UTILITIES COORDINATOR
3	CREW LEADER III
1	EQUIPMENT OPERATOR IV
10	SERVICE WORKER III
1	TRADESWORKER

FISCAL 93

1	COLLECTION SUPERVISOR
1	UTILITIES COORDINATOR
3	CREW LEADER III
1	EQUIPMENT OPERATOR IV
8	SERVICE WORKER III
1	TRADESWORKER

UTILITY MAINTENANCE

FISCAL 92

1	UTILITY MAINTENANCE SUPT.
1	MAINTENANCE SUPERVISOR
3	INSTRUMENT TECHNICIANS
3	UTILITY PLANT MAINT. TECH.
3	UTILITY PLANT MAINT. MECH.
1	UTILITY PLANT ELECTRICIAN
1	TRADESWORKER
1	SERVICE WORKER I

FISCAL 93

1	UTILITY MAINTENANCE SUPT.
2	MAINTENANCE FOREMAN
3	INSTRUMENT TECHNICIAN
6	UTILITY MAINTENANCE TECH.
4	UTILITY MAINT. MECHANIC
1	TRADESWORKER
1	SERVICE WORKER III
1	SERVICE WORKER I

UTILITY ADMINISTRATION

FISCAL 92

FISCAL 93

ADMINISTRATIVE ASST. II
UTILITY PERMIT COORD.
SR. ENGINEERING TECH

1 ADMINISTRATIVE ASST. II
1 UTILITY PERMIT COORD.
1 SR. ENGINEERING TECH.
1 UTILITIES ANALYST
1 CLERK/TYPIST





