

City of Naples, Florida
Annual Budget
Fiscal Year
1977-1978





City of Naples

735 EIGHTH STREET, SOUTH - STATE OF FLORIDA 33940

September 1, 1977

Honorable Mayor and Members of City Council
City of Naples
City Hall
735 Eighth Street South
Naples, Florida 33940

Dear Mrs. Corkran and Gentlemen:

Presented herewith for your review is a balanced budget in the sum of \$10,507,037. This breaks down into the following categories: General Fund Operating Budget \$5,613,982; Water and Sewer Enterprise Funds \$3,472,690; and Capital Improvements \$1,420,365 or \$729,765. If the latter Capital Improvement amount is adopted by the Council, the budget total would be \$9,777,272. The decision of the Council regarding the Capital Improvement budget will have no effect on the tax rate, as the budget is funded from utility tax and revenue bonds.

GENERAL FUND BUDGET

The General Fund operating budget in the amount of \$5,613,982 reflects a proposed expenditure increase of only 2.78%. This is due to the fact that the Contingency Fund, which may not be spent, has been increased by \$150,000 and \$124,500 has been budgeted for the acquisition of the McDonald Quarters buildings. It is not anticipated that these funds will be spent, but it is a legal requirement that we budget for them if the City is entering into an acquisition agreement.

Taking into consideration the compounding of the inflationary factor and the population growth, the operating budget falls well below the combination of these figures with no decrease in the services provided to the citizens of the City. Requests received from the various City departments were cut by \$275,517. These cuts relate to the requests for the coming fiscal year and do not take into consideration a net reduction in the number of permanent employees by 11 that had occurred prior to the budget submittals.

Honorable Mayor and Members of City Council
September 1, 1977
Page 2

One of the major increases in our operating costs for the coming year, aside from inflationary factors, was our workmen's compensation rate which is up by approximately \$109,000. It is hoped that with the actuation of our full-blown safety program we will be able to show substantial decreases in this area in the coming year.

WATER AND SEWER BUDGETS

The water and sewer budgets' principal increases, other than normal inflationary factors, involve principally a substantial increase (19%) in our energy bills involved in the operation of both the water and sewage treatment plants.

CAPITAL IMPROVEMENT BUDGET

I have presented the Council with a Capital Improvement budget in the amount of \$1,420,365 and an alternate Capital Improvement budget in the amount of \$729,765. The smaller of the two Capital Improvement budgets would involve the delay of many needed projects, primarily in the area of street improvements and the proposed youth center. With three projects already having been predetermined: Harbour Drive \$284,000; Tenth Avenue South \$52,150; and debt service \$126,115, there are insufficient funds to cover the other capital expenses, since our utility tax revenue and carryover is estimated at \$718,840.

Approximately three years ago the City validated street improvement bonds in the amount of \$2½-million. These have never been utilized. I would urge the Council to consider the sale of \$1-million of these validated bonds which would be utilized partially in the coming fiscal year and the balance in the next fiscal year principally for street improvements in many areas of the City. The sale of these bonds would appear beneficial at this time. Even though the City would be obligated to approximately \$70,000 over the 30-year life of the bonds, it is doubtful if the interest rate would cost the City as much as the substantial increase yearly in the construction index. In addition, it would allow the City to accomplish these projects at this time when they are needed.

Major projects included in the Capital Improvement budget involve \$709,650 of street and drainage improvements in many areas of the City. In the Public Works section, in addition to other miscellaneous equipment, we contemplate the purchase of a new

Honorable Mayor and Members of City Council
September 1, 1977
Page 3

garbage truck, improvements under the parkways section involving landscaping of Harbour Drive and seven medians on U.S. 41 and a traffic operational needs study involving signalization throughout the City.

Also included is a new Police patrol boat and land acquisition for City Hall parking.

In the Parks & Recreation area, the recommendation included a youth center, four new racquetball courts at Fleischmann Park and the lighting of three additional tennis courts at Cambier Park.

REVENUES

The estimated revenues for the coming fiscal year are up substantially in only four categories: federal revenue sharing \$33,000; state revenue sharing \$24,000; franchises \$42,000; and property tax \$109,521. The property tax increase is generated only from new construction the past year and not from any re-assessments in the City. No other revenue categories demonstrated any significant increase. The only revenue source that is down significantly falls under building permits in the amount of \$21,150 due to the fact that it is difficult to estimate and likely we will not reach the total building permit fees generated this year.

PERSONNEL

I have included a recommendation for only two additional employees, both of whom are allocated to the Wastewater Collection Division. Since purchasing the sewer TV unit, we are now more aware of necessary maintenance and repairs to the system. I feel it is advantageous to insure the proper maintenance of the system prior to reaching a difficult or critical stage.

No other requests for new employees from various departments were approved in my recommendations submitted to you. Even though two new employees are recommended, there is still a net reduction of 13 full time positions since the beginning of the past fiscal year. This can be seen on a department and division basis in the authorized position list included in your budget.

Honorable Mayor and Members of City Council
September 1, 1977
Page 4

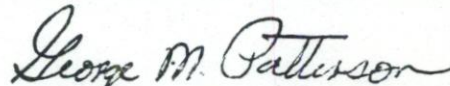
CITY MILLAGE RATE

I am recommending to the Council that the present total millage rate of 3.9524 be reduced to 3.7091, or approximately one-fourth of a mill. This would amount to a 6.56% total reduction in our millage rate. The property tax revenue derived from new or existing structures would then be exactly the same as it was during the previous fiscal year. The only increase in revenue to the City from property taxes would be derived from new construction.

I believe the budget as proposed would allow the City to maintain a good level of service to the citizens, provide needed Capital Improvement items and at the same time effect a reduction in the millage rate.

I would like to thank the department heads and members of my staff who participated in the preparation of the budget for their assistance in finalizing this proposal for your consideration.

Respectfully submitted,



George M. Patterson
City Manager

GMP/tan

INFORMATION REGARDING CHANGES IN
BUDGET SUBMITTED:

For the information of the Council, this budget was prepared with a new chart of accounts, which is contained in the Appendix at the rear of the budget. I would suggest, prior to the budget review, that you acquaint yourselves with the various items contained in the new chart of accounts as this will help you identify the account numbers when you are reviewing the budget. These accounts are now standardized in every department allowing for a better understanding of the different items as they relate to each department and division.

Three new items have been charged against each department's and divisions's operation which were not there previously. These include duplicating costs, telephone and telegraph and employee overhead consisting of retirement costs, social security, workmen's compensation and health and life insurances. These were previously lumped in one employee benefit section of the budget which now no longer exists. This will enable you and the public to more accurately identify the total operating costs of each department and division.

Also, in next year's budget review, a more accurate comparison between years will be possible, which this year is difficult because of the many changes.

I N D E X

Anti-Recession Program, Federal.....	169
Bay Dock.....	75-78
BUDGET TOTALS.....	4
BUILDING & ZONING.....	40-43
CAPITAL IMPROVEMENT	
Funding.....	165B
Sewer System.....	159-162
Water System.....	143-146
Utility Tax Fund.....	165,165A
CHART OF ACCOUNTS.....	Appendix
CITY ATTORNEY.....	36-39
CITY CLERK.....	20-23
City Council (and Mayor).....	6-9
CITY MANAGER.....	10-14
CONTRACT SERVICES.....	126
Customer Services Division (Finance Department).....	28-31
DEBT SERVICE	
General Obligation Bond & Equipment.....	128,129
Sewer System.....	159-163
Water System.....	143-146A
Utility Tax Fund.....	166
EMPLOYEE BENEFITS & CONTRACT SERVICES.....	126
Engineering Division (Public Works Department).....	94-98
Traffic Control Section.....	99-103
FEDERAL ANTI-RECESSION PROGRAM.....	169
FEDERAL REVENUE SHARING.....	167,168
FINANCE DEPARTMENT (Administration).....	24-27
Customer Services Division.....	28-31
Purchasing Division.....	32-35
FIRE.....	56-63
Fishing Pier (Parks & Recreation Department).....	79-82
Fleet Maintenance Division (Public Works Department).....	120-124
GENERAL FUND REVENUE DETAIL.....	1-3
GENERAL OBLIGATION BOND - DEBT SERVICE.....	128,129
Lot Mowing Division (Public Works Department).....	112-114
MAYOR AND COUNCIL.....	6-9
MISCELLANEOUS - NON-DEPARTMENTAL.....	125
PARKING AUTHORITY.....	170-175
PARKS & RECREATION DEPARTMENT (Administration).....	64-74
Bay Dock.....	75-78
Fishing Pier.....	79-82
Tennis Program.....	86-89
Vending Supplies.....	83-85
Parkways & Services Division (Public Works Department).....	115-119
Personnel Division (City Manager).....	15-19
PLANNING.....	44-48
POLICE.....	49-55
PUBLIC WORKS ADMINISTRATION.....	
Engineering Division.....	94-98
Engineering Division (Traffic Control Section).....	99-103
Fleet Maintenance Division.....	120-124
Lot Mowing Division.....	112-114
Parkways & Services Division.....	115-119
Sanitation Division.....	108-111
Streets & Drainage Division.....	104-107
Purchasing Division (Finance Department).....	32-35
Revenue Sharing, Federal.....	167,168
Sanitation Division (Public Works Department).....	108-111
SEWER SYSTEM	
Administration.....	148-150
Capital Improvement & Debt Service.....	159-162
Expenditures.....	146B
Operating Fund Payments - Debt Service.....	163
Revenue Detail.....	147
Wastewater Collection Division.....	151-154
Wastewater Treatment Division.....	155-158
Streets & Drainage Division (Public Works Department).....	104-107
Tennis Program (Parks & Recreation Department).....	86-89
Traffic Control Section (Engineering Division, Public Works).....	93-103
UTILITY TAX FUND	
Capital Improvement.....	165,165A
Debt Service.....	166
Funding.....	165B
Revenue Detail.....	164
Vending Supplies (Parks & Recreation Department).....	83-85
WATER SYSTEM	
Administration.....	132-134
Capital Improvement & Debt Service.....	143-146
Expenditures.....	130
Operating Fund Payments - Debt Service.....	146A
Revenue Detail.....	131
Water Distribution Division.....	139-142
Water Production Division.....	135-138

Authorized Positions

(Excluding Elected Officials and Appointees)

<u>Department or Office</u>	<u>Fiscal Year 1976-77</u>	<u>Fiscal Year 1977-78</u>
Mayor and City Council		
Part-time	1	1
City Attorney		
Regular	1	1
City Manager		
Regular	4	4
City Clerk		
Regular	2	2
Part-time	1	1
Building & Zoning		
Regular	8	8
Customer Services *		
Regular	7	0
Part-time (Federally funded)	1	0
Finance *		
Regular	9	15
Part-time (Federally funded)	0	1
CETA	0	1
Fire		
Certified	33	30
Civilian	1	1
Parks & Recreation		
Regular	40	38
Part-time	3	2
Temporary	21	19
Personnel		
Regular	2	1
CETA	0	1
Planning		
Regular	4	4
Temporary	0	1
Police		
Certified	51	46
Civilian	17	17
Part-time	4	4
Temporary (CETA)	1	0
Temporary	1	1

<u>Department or Office</u>	<u>Fiscal Year 1976-77</u>	<u>Fiscal Year 1977-78</u>
Purchasing *		
CETA	1	0
Public Works		
Administration		
Regular	4	4
Engineering & Traffic Control		
Regular	9	10
Temporary	1	1
Temporary (1 CETA)	2	0
Fleet Maintenance		
Regular	10	9
Part-time (Federal Prog.)	2	2
Parkways & Services		
Regular	38	38
Temporary (CETA)	4	0
Sanitation		
Regular	46	42
Temporary (CETA)	1	0
Streets & Drainage		
Regular	22	22
Temporary (CETA)	4	0
Water & Wastewater Plants		
Regular	41	41
Water Distribution & Wastewater Collection		
Regular	41	42
<u>Total Employees</u>		
Regular	388	375
Part-time	9	8
CETA	3	3
Temporary	23	22
Part-time (Federal Prog.)	3	3
Temporary (CETA)	12	0

* Number of positions decreased for Customer Services and Purchasing; increased for Finance Department due to consolidation of Customer Services Department and Purchasing under the Finance Department. Consolidation resulted in reduction of one position.

City of Naples
REVENUE DETAIL
FOR THE FISCAL YEAR 1977-78

Department: <u>General Fund</u>	Actual 1974-75	Actual 1975-76	-Actual to 3/31/77	Estimate 4/1/77 to 9/30/77	Estimated Actual 1976-1977	Budget 1976-1977	Dept. Request	Recommended	Approved
Classification									
Property Taxes	1,631,614	1,718,430	1,788,337	444,074	2,166,647	2,232,411	2,399,107	2,315,868	2,315,866
Cigarette	189,592	197,562	100,405	98,000	210,405	195,000	198,000	210,000	210,000
Tax Penalties	1,357	1,478	1,157	350	1,507	1,500	1,500	1,500	1,500
Mobile Home License Tax	626	760	47	700	747	150	750	750	750
Fuel Tax Refund	10,668	11,337	5,466	5,466	10,932	10,500	11,000	11,500	11,500
Road & Bridge Tax	23,951	45,053	37,500	-	37,500	24,000	37,500	39,750	39,750
State Rev. Sharing	383,003	398,729	219,227	214,845	434,072	375,000	454,000	458,000	458,000
Addit. Homestead Exe.	17,985	21,678	18,427	-	24,795	18,000	24,795	24,795	24,795
Subtotals	2,258,796	2,395,027	2,170,566	763,435	2,936,605	2,856,561	3,130,652	3,062,163	3,062,163
Fees & Licenses									
Occupational Licenses	83,598	85,835	77,303	6,700	84,003	84,000	84,000	85,000	85,000
Liquor & Beer Licenses	7,455	7,905	10,353	350	10,703	7,600	10,700	11,500	11,500
Building Permits	59,995	85,392	38,012	38,000	110,000	50,000	75,000	88,850	88,850
Contractor's Exams	4,599	2,789	1,279	-	1,279	1,000	2,558	5,000	5,000
Zoning Maps & Books	122	1,165	825	400	1,225	275	1,200	1,700	1,700
Election Filing	-	350	-	-	-	-	350	350	350
Subtotals	158,342	185,836	129,702	46,000	207,210	145,375	176,258	192,400	192,400
Franchises									
Fia. Power & Light	707,906	467,439	211,488	272,397	483,885	475,000	520,000	520,000	520,000
Gulf Coast TV	44,739	47,607	54,752	-	54,752	49,500	60,000	60,000	60,000
Telephone	17,050	18,023	20,261	-	20,261	19,000	21,200	21,880	21,880
Subtotals	769,695	533,069	286,501	272,397	558,898	543,500	601,200	601,880	601,880

City of Naples
REVENUE DETAIL
FOR THE FISCAL YEAR 1977-78

Department: <u>General Fund</u>	Actual 1974-75	Actual 1975-76	-Actual to 3/31/77	Estimate 4/1/77 to 9/30/77	Estimated Actual 1976-1977	Budget 1976-1977	Dept. Request	Recommended	Approved
Classification									
Services									
Xerox and Verbatim Copies	1,312	1,036	610	600	1,210	1,500	1,300	1,300	1,300
Lot Mowing	19,586	17,667	15,847	2,000	17,847	20,500	16,000	16,000	16,000
Administrative Serv.	236,500	310,500	72,711	218,131	290,842	290,842	332,574	332,574	332,574
Garbage-Trash	521,527	534,271	330,401	330,401	664,000	660,000	660,000	674,000	674,000
Subtotals	778,925	863,474	419,569	551,132	973,899	972,842	1,009,874	1,023,874	1,023,874
Fines & Forfeitures									
County Court	68,807	61,191	25,422	33,000	55,068	50,000	60,000	60,000	60,000
Police Training Pd.-Court	2,001	2,429	1,142	900	2,042	1,800	2,100	2,100	2,100
Subtotals	70,808	63,620	26,564	33,900	57,110	51,800	62,100	62,100	62,100
Sales									
Fishing Pier	47,906	71,236	31,021	32,800	63,821	67,500	70,000	67,500	67,500
Boat Dock Rent	22,354	21,321	11,735	10,100	23,500	22,300	22,000	23,500	23,500
Boat Dock Fuel Com.	41,260	68,008	29,051	31,000	66,000	66,400	67,000	66,400	66,400
Boat Dock-Misc.	8,450	9,013	882	800	1,682	1,150	1,200	1,600	1,600
Bait Sales	-	-	2,853	5,000	5,300	8,100	8,000	7,400	7,400
Charter, Ordinance Sales	2,116	3,228	1,174	1,200	2,374	2,700	2,400	2,100	2,100
Vending Machine Sales	26,460	29,745	11,673	14,000	22,000	28,000	26,000	32,000	32,000
Subtotals	148,546	202,551	88,389	94,900	194,677	196,150	196,600	200,500	200,500

City of Naples
REVENUE DETAIL
FOR THE FISCAL YEAR 1977-78

Department: <u>General Fund</u>	Actual 1974-75	Actual 1975-76	Actual to 3/31/77	Estimate 4/1/77 to 9/30/77	Estimated Actual 1976-77	Budget 1976-77	Dept. Request	Recommended	Approved
<u>Miscellaneous</u>									
Interest on Investments	31,043	21,800	14,797	7,013	21,810	20,000	21,500	21,000	21,000
Misc. Other Income	620	683	1,549	156	1,705	500	500	500	500
Tennis Court Lighting	688	1,043	614	768	1,282	1,400	1,400	3,900	3,900
Tennis Court Receipts	15,378	24,117	21,580	16,314	27,500	24,000	35,000	32,700	32,700
Trans. for Spec. Asses.	24,611	-	-	-	-	-	-	-	-
Subtotals	72,340	49,880	39,280	24,431	52,297	47,900	57,900	58,100	58,100
<u>HUD Grant</u>									
CETA	-	-	-	-	14,915	-	-	150,000	150,000
Anti-Recession Fund	-	-	-	-	105,944	-	-	31,471	31,471
Trans. From Fed. Rev. Shr.	160,484	190,885	-	165,000	165,000	165,000	198,000	198,000	198,000
Borrowed Funds	86,994	-	-	-	-	-	-	-	-
Subtotals	247,478	190,885	-	165,000	285,859	165,000	198,000	438,471	438,471
Beginning Cash Balance	365,170	665,591	-	-	220,857	220,857	-	129,208	129,208
TOTAL	<u>4,872,771</u>	<u>5,149,933</u>	<u>3,160,571</u>	<u>1,951,195</u>	<u>5,487,412</u>	<u>5,199,985</u>	<u>5,432,584</u>	<u>5,768,696</u>	<u>5,768,696</u>

BUDGET TOTALS

<u>GENERAL FUND</u>	<u>RECOMMENDED</u>	<u>APPROVED</u>
Mayor and City Council	53,765	57,005
City Manager	96,998	100,348
Personnel Division	29,274	29,274
City Clerk	44,631	46,631
Finance Department	166,291	166,291
Finance Department/Customer Services Division	115,932	115,932
Finance Department/Purchasing Division	17,756	17,756
City Attorney	73,346	73,346
Building & Zoning	128,630	128,030
Planning	81,519	81,519
Police	1,101,109	1,101,109
Fire	462,114	462,114
Subtotal	2,371,365	2,379,355
Parks & Recreation	436,142	436,092
Parks & Recreation/Bay Dock	86,284	86,284
Parks & Recreation/Fishing Pier	75,831	75,831
Parks & Recreation/Vending Supplies	21,440	21,440
Parks & Recreation/Tennis Program	32,316	32,316
Subtotal	652,013	651,963
Public Works Administration	91,082	91,082
Public Works/Engineering Division	58,291	58,291
Public Works/Engineering Division Traffic Control Section	197,646	197,646
Public Works/Streets & Drainage Division	287,557	287,557
Public Works/Sanitation Division	731,103	731,103
Public Works/Lot Mowing Division	23,599	23,599
Public Works/Parkways & Services Division	475,235	475,235
Public Works/Fleet Maintenance Division (395,825)		
Subtotal	1,864,513	1,864,513
Debt Service	122,919	122,919
Miscellaneous/Non-Departmental	249,946	249,946
Contingency	350,000	350,000
Ending Cash Balance	3,226	
	<u>5,613,982</u>	<u>5,618,696</u>

NAPLES
City Council

Harry E. O. Heineman
Mayor

John M. McGregor
Vice-Mayor

Gilbert V. Blanquart
Virginia B. Corkran
C. C. Holland
James F. McGrath
Randolph I. Thornton

CITY OF NAPLES
Departmental Budget 1977-78

MAYOR AND CITY COUNCIL

Account No. _____

	<u>Actual Expenditures 1975-76</u>	<u>Annual Budget 1976-77</u>	<u>Department Request 1977-78</u>	<u>City Manager Recommends 1977-78</u>	<u>Council Approval 1977-78</u>
Employee Services	39,825	42,299	_____	49,152	52,392
Maintenance & Operation	3,217	2,375	_____	4,613	4,613
Capital Outlay	338	-0-	_____	-0-	-0-
TOTAL	<u>43,380</u>	<u>44,674</u>	<u>_____</u>	<u>53,765</u>	<u>57,005</u>

The City Council is the governing body of the City of Naples. The six Council members are elected from the City at large for four-year overlapping terms. The Mayor is elected for a two-year term. Municipal elections are held every even-numbered year.

The City Council adopts all ordinances and resolutions, determines policies, adopts the long-range capital and annual operating budgets for the City, receives requests and suggestions for changes in policy, represents the community in relationships with other governmental and quasi-public organizations.

The City Council holds regular meetings the first and third Wednesday of each month at 9:00 A.M. to consider all matters requiring their determination. Informal conferences (workshops) are scheduled each preceding Tuesday at 9:30 A.M., and such special meetings and additional study sessions are held as necessary. Individual Council members also provide liaison with citizen groups and federal, state and county officials.

MAYOR AND CITY COUNCIL

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
EMPLOYEE SERVICES					
<u>Employee Salaries & Wages</u>					
10 Permanent
12 Temp. & Part Time	39,821	41,824	45,430	48,670
13 Other	475	475	475
Less Abatements
Total Salaries & Wages	39,821	42,299	45,905	49,145
<u>Employee Overhead</u>					
15 Employer Payroll Expenses	3,247	3,247
Less Abatements
TOTAL EMPLOYEE SERVICES	<u>39,821</u>	<u>42,299</u>	<u>49,152</u>	<u>52,392</u>
MAINTENANCE & OPERATION					
20 Advertising & Printing	100	100
21 Utilities
22 Telephone & Telegraph	878	225	988	988
23 Office Supplies	63	275	100	100
24 Travel & Meetings	1,452	1,500	2,600	2,600
25 Vehicle Expense
26 Duplicating Charges	500	500	500
27 Auto Mileage
28 Spec. Supplies & Serv.
29 Small Tools & Equipment
30 Maintenance of Equipment	50	100	50	50
31 Building Repairs & Maint.
32 Rent
33 Dues & Subscriptions	102	125	125	125
34 Professional Services
35 School & Training Expense
36 Insurance
38 Outside Contracts
39 Other Expense	172	150	150	150
.....
.....
TOTAL MAINT. & OPERATION	<u>3,217</u>	<u>2,375</u>	<u>4,613</u>	<u>4,613</u>
CAPITAL OUTLAY					
92 Building Improvements
93 Imprv. Other Than Bldgs.
94 Office Equipment	338
95 Mobile Equipment
96 Other Equipment
98 Less Abatements
TOTAL CAPITAL OUTLAY	<u>338</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>

CITY OF NAPLES
Departmental Budget 1977-78

MAYOR AND CITY COUNCIL

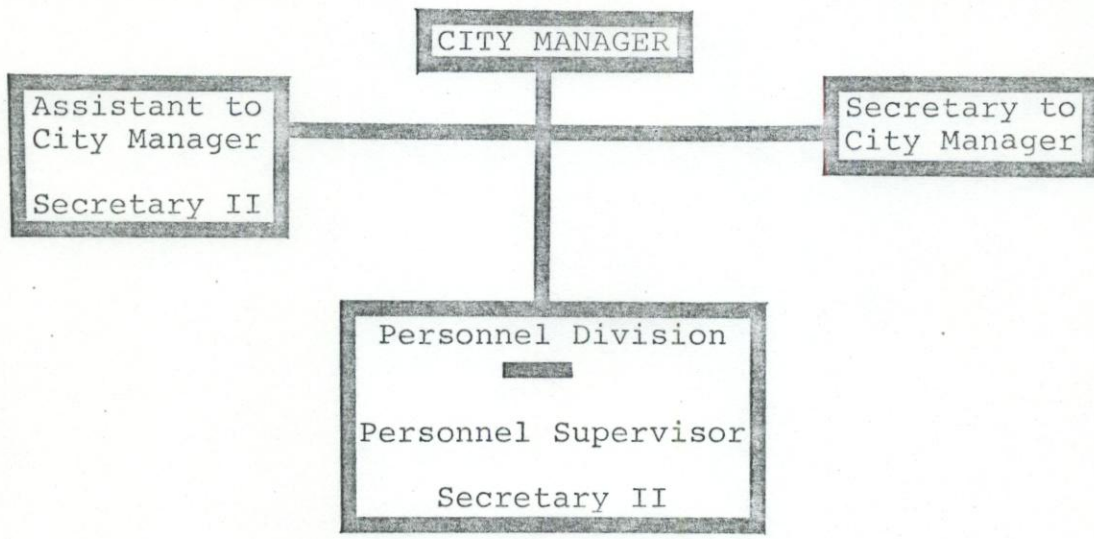
Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries and Wages</u>		
12 Temporary and Part-Time		
1 Mayor	8,400	8,400
6 Council Members	29,520	32,760
1 Secretary to the Mayor	7,510	7,510
13 Overtime	<u>475</u>	<u>475</u>
Total Employee Salaries and Wages	45,905	49,145
<u>Employee Overhead</u>		
15 Employee Payroll Expense		
Social Security	2,685	2,685
Retirement	526	526
Life Insurance	15	15
Workmen's Compensation	<u>21</u>	<u>21</u>
Total Employee Overhead	3,247	3,247
TOTAL EMPLOYEE SERVICES	<u>49,152</u>	<u>52,392</u>
<u>MAINTENANCE & OPERATION</u>		
20 Advertising & Printing	100	100
22 Telephone & Telegraph	.988	.988
23 Office Supplies	100	100
24 Travel & Meetings		
Florida League of Cities, Annual Meeting, Orlando (7)	1,600	1,600
Additional Travel In Reference to City Business	<u>1,000</u>	<u>1,000</u>
	2,600	2,600
26 Duplicating Center Charges	<u>500</u>	<u>500</u>
	4,288	4,288

CITY OF NAPLES
Departmental Budget 1977-78
MAYOR AND CITY COUNCIL (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
30 Maintenance of Equipment	50	50
33 Dues & Subscriptions Miscellaneous Publication	125	125
39 Other Expense	<u>150</u>	<u>150</u>
TOTAL MAINTENANCE & OPERATION	<u>4,613</u>	<u>4,613</u>



CITY OF NAPLES
 Departmental Budget 1977-78
CITY MANAGER

. . . Account No. _____

	<u>Actual Expenditures 1975-76</u>	<u>Annual Budget 1976-77</u>	<u>Department Request 1977-78</u>	<u>City Manager Recommends 1977-78</u>	<u>Council Approval 1977-78</u>
Employee Services	81,878	33,000	_____	78,828	82,178
Maintenance & Operation	7,328	3,625	_____	12,264	12,264
Capital Outlay	288	-0-	_____	5,906	5,906
 TOTAL	 <u>89,494</u>	 <u>36,625</u>	 <u>_____</u>	 <u>96,998</u>	 <u>100,348</u>

The City Manager, as the chief executive officer of the City, directs all operations within the administrative branch of the City government. He also advises the City Council on the affairs of the City and is responsible for enforcement of all City ordinances. The City Manager's staff assists him in carrying out these duties.

NEW PROGRAMS & PROJECTS

Manpower utilizations studies.

Long-range needs Parks & Recreation study.

Bi-monthly water billing - study/analysis.

Reorganize Finance, Customer Services & Purchasing.

Restatement of Housing Code Enforcement Program.

Pay for Play Plan - Recreation.

Initiate Annual Report.

Initiate Bicycle Safety Program.

Complete safety program structure and effectuate.

Study/analysis - City vehicle fleet.

CITY MANAGER

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages	72,735	33,000		69,777	73,127
10 Permanent
12 Temp. & Part Time
13 Other	250	250
Less Abatements
Total Salaries & Wages	72,735	33,000	70,027	73,377
Employee Overhead	9,143	8,801	8,801
15 Employer Payroll Expenses
Less Abatements
TOTAL EMPLOYEE SERVICES	81,878	33,000	78,828	82,178
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing	544	800	350	350
21 Utilities
22 Telephone & Telegraph	593	475	2,691	2,691
23 Office Supplies	512	400	550	550
24 Travel & Meetings	1,536	1,000	2,880	2,880
25 Vehicle Expense	228	400	1,300	1,300
26 Duplicating Charges	3,000	3,600	3,600
27 Auto Mileage
28 Spec. Supplies & Serv.
29 Small Tools & Equipment
30 Maintenance of Equipment	118	200	150	150
31 Building Repairs & Maint.
32 Rent
33 Dues & Subscriptions	797	350	643	643
34 Professional Services
35 School & Training Expense
36 Insurance
38 Outside Contracts
39 Other Expense
.....
.....
.....
TOTAL MAINT. & OPERATION	7,328	3,625	12,264	12,264
<u>CAPITAL OUTLAY</u>					
92 Building Improvements
93 Imprv. Other Than Bldgs.
94 Office Equipment	288	506	506
95 Mobile Equipment	5,400	5,400
96 Other Equipment
98 Less Abatements
TOTAL CAPITAL OUTLAY	288	5,906	5,906

CITY OF NAPLES
Departmental Budget 1977-78

CITY MANAGER

Account No. _____

	<u>Department Request</u>	<u>City Manager Recommends</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Regular Employees		
1 City Manager	33,500	36,850
1 Assistant to City Manager	17,304	17,304
1 Secretary to City Manager	10,481	10,481
1 Secretary II	8,492	8,492
13 Other		
Overtime	250	250
Total Employee Salaries & Wages	70,027	73,377
<u>Employee Overhead</u>		
15 Employer Payroll Expense		
Social Security	3,061	3,061
Retirement	4,902	4,902
Health Insurance	584	584
Life Insurance	59	59
Workmen's Compensation	195	195
Total Employee-Overhead	8,801	8,801
TOTAL EMPLOYEE SERVICES	78,828	82,178
 <u>MAINTENANCE & OPERATION</u>		
20 Advertising & Printing		
Stationery, Business Cards	350	350
22 Telephone & Telegraph		
Monthly Telephone Charges	1,316	1,316
Long Distance	1,075	1,075
Telegraph Services (1978 Legislative Session)	300	300
	2,691	2,691
	3,041	3,041

CITY OF NAPLES
Departmental Budget 1977-78

CITY MANAGER (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
23 Office Supplies	550	550
24 Travel & Meetings		
Florida League of Cities		
Annual Meeting, Orlando (2)	420	420
Florida City & County Managers		
Annual Meeting, Clearwater (2)	340	340
International City Management Assoc.		
Annual Meeting, Atlanta (1)	450	450
Florida Public Employers Labor Relations		
Association Annual Meeting, Orlando (1)	200	200
Management Retreat (2)	140	140
Tallahassee - Reference Labor Matters		
and City Business	480	480
Other Travel & Meetings - Reference		
City Business	850	850
	<u>2,880</u>	<u>2,880</u>
25 Vehicle Expense		
Gas & Oil	700	700
Maintenance & Repairs	600	600
	<u>1,300</u>	<u>1,300</u>
26 Duplicating Center Charges	3,600	3,600
30 Maintenance of Equipment		
Typewriter Service Contracts and		
Calculator Repair	150	150
33 Dues & Subscriptions		
International City Management Assoc. (2)	192	192
Florida City & County Managers Assoc. (2)	65	65
Florida Public Employer Relations Assoc. (1)	45	45
Naples Daily News	50	50
Management Information Service	170	170
Miscellaneous Publications & Periodicals	85	85
ASPA	36	36
	<u>643</u>	<u>643</u>
TOTAL MAINTENANCE & OPERATION	<u><u>12,264</u></u>	<u><u>12,264</u></u>

CITY OF NAPLES
Departmental Budget 1977-78

CITY MANAGER (Cont.)

Account No. _____

		<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>CAPITAL OUTLAY</u>			
94	Office Equipment		
	Lateral File Cabinet	206	206
	Office Furniture	300	300
		<u>506</u>	<u>506</u>
95	Mobile Equipment		
	Intermediate Size Vehicle (addition)	5,400	5,400
	TOTAL CAPITAL OUTLAY	<u>5,906</u>	<u>5,906</u>

CITY OF NAPLES
Departmental Budget 1977-78

PERSONNEL DIVISION

Account No. _____

	<u>Actual Expenditures 1975-76</u>	<u>Annual Budget 1976-77</u>	<u>Department Request 1977-78</u>	<u>City Manager Recommends 1977-78</u>	<u>Council Approval 1977-78</u>
Employee Services		3,353	21,797	21,797	21,797
Maintenance & Operation		2,020	6,862	6,617	6,617
Capital Outlay		6,000	1,020	860	860
TOTAL		<u>11,373*</u>	<u>29,679</u>	<u>29,274</u>	<u>29,274</u>

This division is responsible for the administration of the personnel program. It provides for the recruitment, testing, interviewing, and screening of applicants as well as for the enforcement of the personnel rules and regulations. It administers the employee benefit programs, the wage and salary program, and CETA program. This division will act as coordinator of the safety program.

NEW PROGRAMS & PROJECTS

1. Develop complete testing program for prospective employees.
2. Psychological testing - police recruitment & promotion.
3. Safety training program.
4. Initiate public courtesy program.
5. Initiate employee communications newsbrief.

* 20,696 abated by CETA funding.

CITY OF NAPLES
Departmental Budget 1977-78

PERSONNEL DIVISION

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages					
10 Permanent	21,797	21,797	21,797
12 Temp. & Part Time
13 Other
Less Abatements
Total Salaries & Wages	21,797	21,797	21,797
Employee Overhead					
15 Employer Payroll Expenses	2,693	2,693	2,693
Less Abatements
TOTAL EMPLOYEE SERVICES	24,490	24,490	24,490
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing	1,500	1,500	1,500
21 Utilities
22 Telephone & Telegraph	480	480	480
23 Office Supplies	200	200	200
24 Travel & Meetings	492	342	342
25 Vehicle Expense
26 Duplicating Charges	480	480	480
27 Auto Mileage	235	190	190
28 Spec. Supplies & Serv.	500	500	500
29 Small Tools & Equipment
30 Maintenance of Equipment	100	50	50
31 Building Repairs & Maint.
32 Rent
33 Dues & Subscriptions	275	275	275
34 Professional Services	2,600	2,600	2,600
35 School & Training Expense
36 Insurance
38 Outside Contracts
39 Other Expense
.....
.....
.....
TOTAL MAINT. & OPERATION	6,862	6,617	6,617
<u>CAPITAL OUTLAY</u>					
92 Building Improvements
93 Imprv. Other Than Bldgs.
94 Office Equipment	1,020	970	970
95 Mobile Equipment
96 Other Equipment
98 Less Abatements
TOTAL CAPITAL OUTLAY	1,020	970	970

CITY OF NAPLES
Departmental Budget 1977-78

PERSONNEL DIVISION

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Regular Employees		
1 Personnel Supervisor	13,362	13,362
1 Secretary II	<u>8,435</u>	<u>8,435</u>
Total Employee Salaries & Wages	21,797	21,797
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Retirement Fund	935	935
Workmen's Compensation	61	61
Health Insurance	392	392
Life Insurance	30	30
Social Security	<u>1,275</u>	<u>1,275</u>
Total Employee Overhead	<u>2,693</u>	<u>2,693</u>
TOTAL EMPLOYEE SERVICES	<u>24,490</u>	<u>24,490</u>
 <u>MAINTENANCE & OPERATION</u>		
20 Advertising & Printing		
Position Vacancy Ads	1,000	1,000
Printed Forms	500	500
	<u>1,500</u>	<u>1,500</u>
22 Telephone & Telegraph	480	480
23 Office Supplies	200	200
24 Travel & Meetings		
Southwest Florida Personnel Association - Monthly	72	72
Florida Public Personnel Association - Annual	220	220
Unscheduled Meetings	50	50
	<u>342</u>	<u>342</u>
	<u>2,522</u>	<u>2,522</u>

CITY OF NAPLES
Departmental Budget 1977-78

PERSONNEL DIVISION (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
26 Duplicating Charges	480	480
27 Auto Mileage		
SWFPA Monthly Meeting	115	115
Secretary	35	35
Routine	40	40
	190	190
28 Special Supplies & Services		
Background Investigations	50	50
Testing Materials	450	450
	500	500
30 Maintenance of Equipment		
Typewriter Service (Contract)	50	50
33 Dues & Subscriptions		
American Society for Personnel Administration Dues Southwest Florida	50	50
Personnel Association Dues Florida Public Personnel Association Dues	50	50
BNA Publications (Labor)	50	50
Unscheduled Publications	75	75
	50	50
	275	275
34 Professional Services		
Employee Physicals	1,700	1,700
Psychiatric Testing	300	300
Firefighter & Police Physicals	600	600
	2,600	2,600
TOTAL MAINTENANCE & OPERATIONS	6,617	6,617

CITY OF NAPLES
Departmental Budget 1977-78

PERSONNEL DIVISION (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>CAPITAL OUTLAY</u>		
94 Office Equipment		
Calculator	90	90
Dictaphone Equipment	360	360
Storage Cabinet	150	150
Conference Table & Chairs	70	70
Secretary's Chair	70	70
Reception Area Table & Chairs	<u>120</u>	<u>120</u>
TOTAL CAPITAL OUTLAY	<u><u>970</u></u>	<u><u>970</u></u>

CITY CLERK

1 Deputy City Clerk
1 Clerk Typist (Part-time)

CITY OF NAPLES
Departmental Budget 1977-78

CITY CLERK

Account No. _____

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
Employee Services	<u>26,373</u>	<u>30,897</u>	<u>35,458</u>	<u>34,817</u>	<u>34,817</u>
Maintenance & Operation	<u>6,865</u>	<u>7,346</u>	<u>10,104</u>	<u>11,814</u>	<u>11,814</u>
Capital Outlay	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
TOTAL	<u><u>33,238</u></u>	<u><u>38,243</u></u>	<u><u>45,562</u></u>	<u><u>46,631</u></u>	<u><u>46,631</u></u>

The City Clerk's office is a department to which other departments and the general public come for information regarding the operations of the City. City contracts, agreements, deeds, ordinances, resolutions, as well as numerous other miscellaneous documents, are filed in this office. All municipal elections are conducted by this office. The City Council minutes are prepared and indexed, necessary letters are composed and related material indexed and filed. This office is responsible for legal advertising of ordinances and public hearings. The City Clerk and Deputy Clerk administer oaths, notarize documents, keep the municipal code up to date, sell City Codes, Charters and Ordinances, and have various other duties.

NEW PROGRAMS & PROJECTS

The Clerk's office will initiate a microfilming program and will be responsible for a new records retention/disposal system.

CITY CLERK

Account No.

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages					
10 Permanent	26,373	25,897	26,636	26,636	26,636
12 Temp. & Part Time		5,000	3,739	3,739	3,739
13 Other			1,000	400	400
Less Abatements					
Total Salaries & Wages	26,373	30,897	31,375	30,775	30,775
Employee Overhead					
15 Employer Payroll Expenses			4,083	4,042	4,042
Less Abatements					
TOTAL EMPLOYEE SERVICES	26,373	30,897	35,458	34,817	34,817
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing	4,509	4,175	3,200	3,200	3,200
21 Utilities					
22 Telephone & Telegraph	120	175	639	639	639
23 Office Supplies	805	900	750	750	750
24 Travel & Meetings	400	850	400	210	210
25 Vehicle Expense					
26 Duplicating Charges				2,000	2,000
27 Auto Mileage	70	-	-		
28 Spec. Supplies & Serv.					
29 Small Tools & Equipment	139	-	-		
30 Maintenance of Equipment	292	500	320	320	320
31 Building Repairs & Maint.					
32 Rent					
33 Dues & Subscriptions	52	46	45	45	45
34 Professional Services			4,000	4,000	4,000
35 School & Training Expense			400	400	400
36 Insurance					
38 Outside Contracts					
39 Other Expense					
Recording Fees	478	700	350	250	250
TOTAL MAINT. & OPERATION	6,865	7,346	10,104	11,814	11,814
<u>CAPITAL OUTLAY</u>					
92 Building Improvements					
93 Imprv. Other Than Bldgs.					
94 Office Equipment					
95 Mobile Equipment					
96 Other Equipment					
98 Less Abatements					
TOTAL CAPITAL OUTLAY					

CITY OF NAPLES
Departmental Budget 1977-78

CITY CLERK

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 City Clerk	16,369	16,369
1 Deputy Clerk	10,267	10,267
	<u>26,636</u>	<u>26,636</u>
12 Temporary & Part-Time Employees		
1 Clerk Typist (part-time)	3,739	3,739
13 Overtime	<u>400</u>	<u>400</u>
Total Employee Salaries & Wages	30,775	30,775
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Retirement	1,893	1,893
Social Security	1,835	1,835
Health Insurance	196	196
Life Insurance	30	30
Workmen's Compensation	88	88
Total Employee Overhead	<u>4,042</u>	<u>4,042</u>
TOTAL EMPLOYEE SERVICES	<u>34,817</u>	<u>34,817</u>
<u>MAINTENANCE & OPERATION</u>		
20 Advertising & Printing	3,200	3,200
22 Telephone & Telegraph	639	639
23 Office Supplies	750	750
24 Travel & Meetings		
Florida League of Cities	-0-	-0-
Florida Assoc. of City Clerks (State Officer)	210	210
26 Duplicating Charges	2,000	2,000

CITY OF NAPLES
Departmental Budget 1977-78

CITY CLERK (Cont.)

Account No. _____

<u>MAINTENANCE & OPERATION (Cont.)</u>	<u>RECOMMENDED</u>	<u>APPROVED</u>
30 Maintenance of Equipment Maintenance contract on typewriters, recorders & transcribers	320	320
33 Dues & Subscriptions		
I.I.M.C.	25	25
Florida Assoc. of City Clerks	10	10
Florida Municipal Finance Assoc.	10	10
	<u>45</u>	<u>45</u>
34 Professional Services Codification of Ordinances	4,000	4,000
35 School & Training Expense Florida Atlantic University Institute of City Clerks	400	400
39 Recording Fees	<u>250</u>	<u>250</u>
TOTAL MAINTENANCE & OPERATION	<u>9,814</u>	<u>9,814</u>

FINANCE DEPARTMENT

FINANCE DIRECTOR

1 Assistant Finance Director

1 Account Clerk II
1 Account Clerk I

1 Accounts Payable Clerk
1 Clerk

1 Data Processing Supervisor
1 Key Punch Operator
1 Key Punch/Machine Operator

Customer Services Division

1 Customer Services Supervisor
1 Customer Services Office Mgr.
4 Customer Service Reps.
1 Custodian

Purchasing Division

1 Buyer

CITY OF NAPLES
Departmental Budget 1977-78

FINANCE DEPARTMENT

Account No. _____

	<u>Actual Expenditures 1975-76</u>	<u>Annual Budget 1976-77</u>	<u>Department Request 1977-78</u>	<u>City Manager Recommends 1977-78</u>	<u>Council Approval 1977-78</u>
Employee Services	96,405	98,743	118,703	117,903	117,903
Maintenance & Operation	44,155	40,923	48,859	47,771	47,771
Capital Outlay		5,160	617	617	617
TOTAL	<u>140,560</u>	<u>144,826</u>	<u>168,179</u>	<u>166,291</u>	<u>166,291</u>

The Finance Department is responsible for the proper administration of the financial affairs of the City, subject to the supervision of the City Manager. It shall be assigned the following duties and functions:

1. Maintain a general accounting system.
 2. Keep books for and exercise financial budgetary control over each office, department and agency.
 3. Keep separate accounts for each item of appropriation contained in the City budget and perform other duties as may be requested by the City Manager or by ordinance from time to time.
 4. Responsibility for custody of all City funds.
- NEW PROGRAMS & PROJECTS
1. Consolidate Finance, Customer Services and Purchasing operation.
 2. Consider acquisition/lease of new computer system.
 3. Study/analysis of bi-monthly water billing.

FINANCE DEPARTMENT

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages					
10 Permanent	96,405	98,743	102,664	102,664	102,664
12 Temp. & Part Time					
13 Other			2,000	1,200	1,200
Less Abatements					
Total Salaries & Wages	96,405	98,743	104,664	103,864	103,864
Employee Overhead					
15 Employer Payroll Expenses			14,039	14,039	14,039
Less Abatements					
TOTAL EMPLOYEE SERVICES	96,405	98,743	118,703	117,903	117,903
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing					
21 Utilities					
22 Telephone & Telegraph	139	250	920	920	920
23 Office Supplies		800	257	200	200
24 Travel & Meetings	1,801	1,696	800	650	650
25 Vehicle Expense					
26 Duplicating Charges			760	760	760
27 Auto Mileage	174	175	200	600	600
28 Spec. Supplies & Serv.	4,153	2,000	3,543	2,950	2,950
29 Small Tools & Equipment					
30 Maintenance of Equipment	622	500	500	500	500
31 Building Repairs & Maint.					
32 Rent	21,164	19,392	22,500	22,500	22,500
33 Dues & Subscriptions	98	110	111	111	111
34 Professional Services	4,000				
35 School & Training Expense			500	380	380
36 Insurance					
38 Outside Contracts					
39 Other Expense					
40 Postage	12,004	16,000	18,768	18,200	18,200
TOTAL MAINT. & OPERATION	44,155	40,923	48,859	47,771	47,771
<u>CAPITAL OUTLAY</u>					
92 Building Improvements					
93 Imprv. Other Than Bldgs.					
94 Office Equipment		146	617	617	617
95 Mobile Equipment					
96 Other Equipment					
98 Less Abatements					
TOTAL CAPITAL OUTLAY		146	617	617	617

CITY OF NAPLES
 Departmental Budget 1977-78

FINANCE DEPARTMENT

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Finance Director	24,500	24,500
1 Assistant Finance Director	13,805	13,805
1 Account Clerk II	11,910	11,910
1 Account Clerk I	7,861	7,861
1 Accounts Payable Clerk	11,056	11,056
1 Clerk	6,839	6,839
1 Key Punch Operator	7,585	7,585
1 Key Punch/Machine Operator	7,985	7,985
1 Data Processing Supervisor	11,123	11,123
13 Overtime	<u>1,200</u>	<u>1,200</u>
Total Employee Salaries & Wages	103,864	103,864
<u>Employee Overhead</u>		
15 Employee Payroll Expense		
Retirement	7,186	7,186
Social Security	5,684	5,684
Workmen's Compensation	247	247
Health Insurance	802	802
Life Insurance	<u>120</u>	<u>120</u>
Total Employee Overhead	<u>14,039</u>	<u>14,039</u>
TOTAL EMPLOYEE SERVICES	<u><u>117,903</u></u>	<u><u>117,903</u></u>
<u>MAINTENANCE & OPERATION</u>		
22 Telephone & Telegraph	920	920
23 Office Supplies	200	200
24 Travel & Meetings	<u>650</u>	<u>650</u>
	1,770	1,770

CITY OF NAPLES
Departmental Budget 1977-78

FINANCE DEPARTMENT (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
26 Duplicating Charges	760	760
27 Auto Mileage	600	600
28 Special Supplies & Services	2,950	2,950
30 Maintenance of Equipment	500	500
32 Rent		
IBM Data Processing Equipment	22,500	22,500
33 Dues & Subscriptions		
Membership - Florida Municipal Finance Officers Assoc.	70	70
Kiplinger Letter	36	36
American Institute of C.P.A.	5	5
	111	111
35 School & Training Expense	380	380
40 Postage		
Permit for Utility Bills	18,200	18,200
TOTAL MAINTENANCE & OPERATION	47,771	47,771
 <u>CAPITAL OUTLAY</u>		
94 Office Equipment		
Desk Chair	90	90
Secretarial Desk	147	147
Calculator	275	275
Four-Drawer Legal File	105	105
TOTAL CAPITAL OUTLAY	617	617

CITY OF NAPLES
Departmental Budget 1977-78

FINANCE DEPARTMENT/CUSTOMER SERVICES DIVISION

Account No. _____

	<u>Actual Expenditures 1975-76</u>	<u>Annual Budget 1976-77</u>	<u>Department Request 1977-78</u>	<u>City Manager Recommends 1977-78</u>	<u>Council Approval 1977-78</u>
Employee Services	<u>71,975</u>	<u>63,455</u>	<u>81,485</u>	<u>73,805</u>	<u>73,805</u>
Maintenance & Operation	<u>77,859</u>	<u>77,700</u>	<u>50,230</u>	<u>41,715</u>	<u>41,715</u>
Capital Outlay	<u> </u>	<u>3,172</u>	<u>2,100</u>	<u>412</u>	<u>412</u>
TOTAL	<u>149,834</u>	<u>144,327</u>	<u>133,815</u>	<u>115,932</u>	<u>115,932</u>

This division collects all City utility fees and issues related orders pertaining to service changes and problems, billing and disconnects. The Customer Services Division also sells City occupational licenses, administers all City insurance programs (except employee group coverages) and maintains budgetary responsibility for City Hall utilities, telephone service and copying facilities.

In addition, all City mail is handled through Customer Services, which is also responsible for the maintenance of the City Hall complex.

CITY OF NAPLES
Departmental Budget 1977-78

FINANCE DEPARTMENT
CUSTOMER SERVICES DIVISION

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
EMPLOYEE SERVICES					
<u>Employee Salaries & Wages</u>					
10 Permanent	62,496	63,455	70,902	64,127	64,127
12 Temp. & Part Time
13 Other	500	500	500
Less Abatements
Total Salaries & Wages	62,496	63,455	71,402	64,627	64,627
<u>Employee Overhead</u>					
15 Employer Payroll Expenses	9,479	10,083	9,178	9,178
Less Abatements
TOTAL EMPLOYEE SERVICES	<u>71,975</u>	<u>63,455</u>	<u>81,485</u>	<u>73,805</u>	<u>73,805</u>
MAINTENANCE & OPERATION					
20 Advertising & Printing
21 Utilities	20,496	18,300	22,560	20,740	20,740
22 Telephone & Telegraph	10,248	10,500	2,363	2,363	2,363
23 Office Supplies	1,343	1,500	1,400	1,250	1,250
24 Travel & Meetings	70	-0-	-0-
25 Vehicle Expense	577
26 Duplicating Charges	19,582	14,000	1,427	1,427	1,427
27 Auto Mileage	10	35	35
28 Spec. Supplies & Serv.	1,700
29 Small Tools & Equipment	100	100	100
30 Maintenance of Equipment	1,200	2,300	800	800
31 Building Repairs & Maint.	17,493	25,000	13,000	8,000	8,000
32 Rent
33 Dues & Subscriptions
34 Professional Services
35 School & Training Expense
36 Insurance
38 Outside Contracts
39 Other Expense
Postage	5,500	7,000	7,000	7,000
.....
.....
TOTAL MAINT. & OPERATION	<u>69,739</u>	<u>77,700</u>	<u>50,230</u>	<u>41,715</u>	<u>41,715</u>
CAPITAL OUTLAY					
92 Building Improvements
93 Imprv. Other Than Bldgs.
94 Office Equipment	3,172	2,100	412	412
95 Mobile Equipment
96 Other Equipment
98 Less Abatements
TOTAL CAPITAL OUTLAY	<u>3,172</u>	<u>2,100</u>	<u>412</u>	<u>412</u>

CITY OF NAPLES
Departmental Budget 1977-78

FINANCE DEPARTMENT/CUSTOMER SERVICES DIVISION

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Customer Services Supervisor	17,280	17,280
1 Customer Services Office Mgr.	11,236	11,236
4 Customer Services Reps.	28,824	28,824
1 Custodian	6,787	6,787
Additional Employees Requested		
1 Laborer I (Maintenance Worker)	-0-	-0-
13 Other		
Overtime	500	500
Total Employee Salaries & Wages	64,627	64,627
<u>Employee Overhead</u>		
15 Payroll Expense		
Retirement	4,489	4,489
Social Security	3,781	3,781
Workmen's Compensation	199	199
Life Insurance	73	73
Health Insurance	636	636
Total Employee Overhead	9,178	9,178
TOTAL EMPLOYEE SERVICES	73,805	73,805
<u>MAINTENANCE & OPERATION</u>		
21 Utilities		
Water	210	210
Gas	50	50
Electric	20,480	20,480
	20,740	20,740

CITY OF NAPLES
Departmental Budget 1977-78

FINANCE DEPARTMENT/CUSTOMER SERVICES DIVISION (Cont.)

Account No. _____

<u>MAINTENANCE & OPERATION (Cont.)</u>	<u>RECOMMENDED</u>	<u>APPROVED</u>
22 Telephone	2,363	2,363
23 Office Supplies	1,250	1,250
24 Travel & Meetings Retreat	-0-	-0-
26 Duplicating Charges	1,427	1,427
27 Auto Mileage	35	35
28 Small Tools	100	100
30 Maintenance of Equipment	800	800
31 Building Repairs & Maintenance (Based on Previous Year) Possible Major Projects (Reserve) Main Air Conditioning Unit Repair (Anticipated)	<u>8,000</u>	<u>8,000</u>
39 Other Expenses Postage (Based on Previous Year)	<u>7,000</u>	<u>7,000</u>
TOTAL MAINTENANCE & OPERATION	<u><u>41,715</u></u>	<u><u>41,715</u></u>
 <u>CAPITAL OUTLAY</u>		
94 Office Equipment Cash Register Replacement	-0-	-0-
Filing & Storage Equipment	<u>412</u>	<u>412</u>
TOTAL CAPITAL OUTLAY	<u><u>412</u></u>	<u><u>412</u></u>

CITY OF NAPLES
Departmental Budget 1977-78

FINANCE DEPARTMENT/PURCHASING DIVISION

Account No. _____

	<u>Actual Expenditures 1975-76</u>	<u>Annual Budget 1976-77 (7 months)</u>	<u>Department Request 1977-78</u>	<u>City Manager Recommends 1977-78</u>	<u>Council Approval 1977-78</u>
Employee Services	_____	-0-	11,775	11,775	11,775
Maintenance & Operation	_____	2,525	6,111	5,611	5,611
Capital Outlay	_____	4,969	370	370	370
TOTAL	_____	<u>7,494</u>	<u>18,256</u>	<u>17,756*</u>	<u>17,756*</u>

The Purchasing Division is responsible for the purchasing activities of the City. It makes all purchases of \$1,000 or more, purchases selected items of lesser value, and operates the City's central supply. The Purchasing Division also supervises the City's motor pool.

* 10,833 abated from CETA funding.

CITY OF NAPLES
Departmental Budget 1977-78

FINANCE DEPARTMENT/PURCHASING DIVISION

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
<u>EMPLOYEE SERVICES</u>					
<u>Employee Salaries & Wages</u>					
10 Permanent			10,890	10,890	10,890
12 Temp. & Part Time					
13 Other					
Less Abatements					
Total Salaries & Wages			<u>10,890</u>	<u>10,890</u>	<u>10,890</u>
<u>Employee Overhead</u>					
15 Employer Payroll Expenses			885	885	855
Less Abatements					
TOTAL EMPLOYEE SERVICES			<u>11,775</u>	<u>11,775</u>	<u>11,775</u>
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing			1,800	1,800	1,800
21 Utilities					
22 Telephone & Telegraph			861	861	861
23 Office Supplies			150	150	150
24 Travel & Meetings			600	400	400
25 Vehicle Expense			1,500	1,200	1,200
26 Duplicating Charges			1,065	1,065	1,065
27 Auto Mileage					
28 Spec. Supplies & Serv.					
29 Small Tools & Equipment					
30 Maintenance of Equipment			25	25	25
31 Building Repairs & Maint.					
32 Rent					
33 Dues & Subscriptions			110	110	110
34 Professional Services					
35 School & Training Expense					
36 Insurance					
38 Outside Contracts					
39 Other Expense					
TOTAL MAINT. & OPERATION			<u>6,111</u>	<u>5,611</u>	<u>5,611</u>
<u>CAPITAL OUTLAY</u>					
92 Building Improvements			-0-	-0-	-0-
93 Imprv. Other Than Bldgs.					
94 Office Equipment			370	370	370
95 Mobile Equipment					
96 Other Equipment					
98 Less Abatements					
TOTAL CAPITAL OUTLAY			<u>370</u>	<u>370</u>	<u>370</u>

CITY OF NAPLES
Departmental Budget 1977-78

FINANCE DEPARTMENT/PURCHASING DIVISION

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Regular Employees		
1 Buyer	10,890	10,890
<u>Employee Overhead</u>		
15 Employer Payroll Expense		
Workmen's Compensation	37	37
Social Security	637	637
Health Insurance	196	196
Life Insurance	15	15
Total Employee Overhead	885	885
TOTAL EMPLOYEE SERVICES	11,775	11,775
<u>MAINTENANCE & OPERATION</u>		
20 Advertising & Printing		
Printing Bid Forms	600	600
Advertising Legal Bids	1,200	1,200
22 Telephone & Telegraph	861	861
23 Office Supplies	150	150
24 Travel & Meetings		
National Institute of Governmental Purchasing	200	200
Florida Association of Governmental Purchasing Officials	200	200
Unscheduled Travel	-0-	-0-
	400	400
25 Vehicle Expense		
Motor Pool	1,200	1,200
	4,411	4,411

CITY OF NAPLES
Departmental Budget 1977-78

FINANCE DEPARTMENT/PURCHASING DIVISIONS (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
26 Duplicating Charges	1,065	1,065
30 Maintenance of Equipment Typewriter Service	25	25
33 Dues & Subscriptions		
Florida Association of Governmental Purchasing Officers	10	10
National Institute of Governmental Purchasing	100	100
	<u>110</u>	<u>110</u>
TOTAL MAINTENANCE & OPERATION	<u>5,611</u>	<u>5,611</u>
 <u>CAPITAL OUTLAY</u>		
97 Office Equipment		
Dictating Equipment	185	185
4-Tier Lateral File, Legal	185	185
	<u>370</u>	<u>370</u>
TOTAL CAPITAL OUTLAY	<u>370</u>	<u>370</u>

CITY ATTORNEY

1 Legal Assistant

CITY OF NAPLES
Departmental Budget 1977-78

CITY ATTORNEY

Account No. _____

	<u>Actual Expenditures 1975-76</u>	<u>Annual Budget 1976-77</u>	<u>Department Request 1977-78</u>	<u>City Manager Recommends 1977-78</u>	<u>Council Approval 1977-78</u>
Employee Services	48,166	46,883	66,966	66,966	66,966
Maintenance & Operation	10,183	15,675	5,930	5,930	5,930
Capital Outlay			450	450	450
TOTAL	<u>58,349</u>	<u>62,558</u>	<u>73,346</u>	<u>73,346</u>	<u>73,346</u>

CITY ATTORNEY

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages	48,166	46,883	64,983	64,983	64,983
10 Permanent
12 Temp. & Part Time
13 Other
Less Abatements
Total Salaries & Wages	48,166	46,883	64,983	64,983	64,983
Employee Overhead	1,983	1,983	1,983
15 Employer Payroll Expenses
Less Abatements
TOTAL EMPLOYEE SERVICES	48,166	46,883	66,966	66,966	66,966
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing
21 Utilities
22 Telephone & Telegraph	575	500	1,300	1,300	1,300
23 Office Supplies	67	150	150	150	150
24 Travel & Meetings	1,498	2,000	2,000	2,000	2,000
25 Vehicle Expense	1,200	1,200	100	100	100
26 Duplicating Charges	400	400	400
27 Auto Mileage
28 Spec. Supplies & Serv.	1,503	1,550	1,500	1,500	1,500
29 Small Tools & Equipment
30 Maintenance of Equipment	52	100	55	55	55
31 Building Repairs & Maint.
32 Rent
33 Dues & Subscriptions	62	175	175	175	175
34 Professional Services	4,976	10,000
35 School & Training Expense
36 Insurance
38 Outside Contracts
39 Other Expense	250	250	250
.....
.....
.....
TOTAL MAINT. & OPERATION	9,933	15,675	5,930	5,930	5,930
<u>CAPITAL OUTLAY</u>					
92 Building Improvements
93 Imprv. Other Than Bldgs.
94 Office Equipment	251	450	450	450	450
95 Mobile Equipment
96 Other Equipment
98 Less Abatements
TOTAL CAPITAL OUTLAY	251	450	450	450	450

CITY OF NAPLES
Departmental Budget 1977-78

CITY ATTORNEY

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 City Attorney	50,000	50,000
1 Legal Assistant	<u>14,983</u>	<u>14,983</u>
Total Employee Salaries & Wages	64,983	64,983
<u>Employee Overhead</u>		
15 Employer Payroll Expense		
Health Insurance	-0-	-0-
Life Insurance	15	15
Retirement	1,049	1,049
Social Security	877	877
Workmen's Compensation	<u>42</u>	<u>42</u>
Total Employee Overhead	1,983	1,983
TOTAL EMPLOYEE SERVICES	<u><u>66,966</u></u>	<u><u>66,966</u></u>
 <u>MAINTENANCE & OPERATION</u>		
22 Telephone & Telegraph	1,300	1,300
23 Office Supplies	150	150
24 Travel & Meetings	2,000	2,000
26 Duplicating Charges	400	400
27 Auto Expense	100	100
28 Special Supplies & Services		
Law Books	<u>1,500</u>	<u>1,500</u>
	5,450	5,450

CITY OF NAPLES
Departmental Budget 1977-78

CITY ATTORNEY (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION</u> (Cont.)		
30 Maintenance of Equipment	55	55
33 Dues & Subscriptions	175	175
39 Other Expense		
Witness fees, filing fees, etc.	<u>250</u>	<u>250</u>
TOTAL MAINTENANCE & OPERATION	<u>5,930</u>	<u>5,930</u>
 <u>CAPITAL OUTLAY</u>		
94 Office Equipment		
Dictating Equipment	<u>450</u>	<u>450</u>
TOTAL CAPITAL OUTLAY	<u>450</u>	<u>450</u>

BUILDING & ZONING DEPARTMENT

Building & Zoning Administrator

Building & Zoning Supervisor

1 Secretary II
1 Permit Clerk

1 Building Inspector
1 Electrical Inspector
1 Plumbing & HARV Inspector
1 Zoning Enforcement Inspector

CITY OF NAPLES
Departmental Budget 1977-78

BUILDING & ZONING

Account No. _____

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
Employee Services	<u>92,858</u>	<u>93,358</u>	<u>116,427</u>	<u>115,389</u>	<u>115,389</u>
Maintenance & Operation	<u>10,688</u>	<u>9,475</u>	<u>13,516</u>	<u>12,641</u>	<u>12,641</u>
Capital Outlay	<u>-0-</u>	<u>8,000</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
 TOTAL	 <u>103,546</u>	 <u>110,833</u>	 <u>129,943</u>	 <u>128,030</u>	 <u>128,030</u>

This department is responsible for the administration and enforcement of building codes and related ordinances. It provides inspection of the structural, electrical and mechanical phases of construction. Plan checking service and consultation with interested parties are also offered. In addition, this department is responsible for the enforcement of the zoning ordinances. The department also provides staff support for the Board of Appeals and Contractors Examining Board.

NEW PROGRAMS & PROJECTS

Enforcement of restructured Housing Enforcement Code. Administration of newly adopted specialty contractors provisions.

BUILDING & ZONING

	Account No. _____				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages					
10 Permanent	92,858	93,358	98,321	98,321	98,321
12 Temp. & Part Time					
13 Other			1,000	400	400
Less Abatements					
Total Salaries & Wages			99,321	98,721	98,721
Employee Overhead					
15 Employer Payroll Expenses			17,106	16,668	16,668
Less Abatements					
TOTAL EMPLOYEE SERVICES	<u>98,858</u>	<u>93,358</u>	<u>116,427</u>	<u>115,389</u>	<u>115,389</u>
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing			600	375	375
21 Utilities					
22 Telephone & Telegraph	107	150	1,145	1,145	1,145
23 Office Supplies	738	600	800	800	800
24 Travel & Meetings	500	750	1,000	950	950
25 Vehicle Expense	4,622	4,500	5,000	4,500	4,500
26 Duplicating Charges			200	200	200
27 Auto Mileage					
28 Spec. Supplies & Serv.	2,309	2,500	1,700	1,700	1,700
29 Small Tools & Equipment					
30 Maintenance of Equipment	1,528	600	600	500	500
31 Building Repairs & Maint.					
32 Rent					
33 Dues & Subscriptions	378	375	2,375	2,375	2,375
34 Professional Services			96	96	96
35 School & Training Expense					
36 Insurance					
38 Outside Contracts					
39 Other Expense	497				

TOTAL MAINT. & OPERATION	<u>10,679</u>	<u>9,475</u>	<u>13,516</u>	<u>12,641</u>	<u>12,641</u>
<u>CAPITAL OUTLAY</u>					
92 Building Improvements					
93 Imprv. Other Than Bldgs.					
94 Office Equipment					
95 Mobile Equipment		8,000			
96 Other Equipment					
98 Less Abatements					
TOTAL CAPITAL OUTLAY		<u>8,000</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>

CITY OF NAPLES
Departmental Budget 1977-78

BUILDING & ZONING

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Building & Zoning Administrator	24,006	24,006
1 Building & Zoning Supervisor	13,125	13,125
1 Building Inspector	12,376	12,376
1 Electrical Inspector	11,535	11,535
1 Plumbing & H.A.R.V. Inspector	11,281	11,281
1 Zoning Enforcement Inspector	9,536	9,536
1 Secretary II	8,492	8,492
1 Permit Clerk	7,970	7,970
13 Overtime	400	400
Total Salaries & Wages	98,721	98,721
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Retirement	6,882	6,882
Workmen's Compensation Insurance	2,824	2,824
Health Insurance	1,400	1,400
Life Insurance	120	120
Social Security	5,442	5,442
Total Employee Overhead	16,668	16,668
TOTAL EMPLOYEE SERVICES	115,989	115,989
<u>MAINTENANCE & OPERATION</u>		
20 Advertising & Printing		
Permits-Printed Forms	375	375
22 Telephone & Telegraph	1,145	1,145
23 Office Supplies	800	800
	2,320	2,320

CITY OF NAPLES
Departmental Budget 1977-78

BUILDING & ZONING (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
24 Travel & Meetings		
Building, Plumbing, Electrical		
Monthly Meetings	400	400
Annual BOAF, Orlando	250	250
Annual Standard Bldg. Code, Orlando	250	250
Unscheduled	50	50
	950	950
25 Vehicle Expense	4,500	4,500
26 Duplicating Center Charges	200	200
28 Special Supplies & Services		
Zoning Maps & Zoning Codes	1,700	1,700
30 Maintenance of Equipment		
Typewriters	100	100
Radios	400	400
	500	500
33 Dues & Subscriptions		
Membership to		
Standard Building Code	75	75
Membership to BOAF	25	25
International Assoc. of		
Electrical Inspectors	25	25
50 Building Codes	700	700
50 Plumbing Codes	600	600
50 Mechanical Codes	500	500
50 National Electrical Codes	300	300
Miscellaneous Subscriptions	150	150
	2,375	2,375
34 Professional Services - Credit Reports	96	96
TOTAL MAINTENANCE & OPERATION	12,741	12,741

PLANNING DEPARTMENT

PLANNING DIRECTOR

1 Planner III
1 Planner II
1 Secretary II

CITY OF NAPLES
Departmental Budget 1977-78

PLANNING DEPARTMENT

Account No. _____

	<u>Actual Expenditures 1975-76</u>	<u>Annual Budget 1976-77</u>	<u>Department Request 1977-78</u>	<u>City Manager Recommends 1977-78</u>	<u>Council Approval 1977-78</u>
Employee Services	56,115	55,805	71,450	70,701	70,701
Maintenance & Operation	9,350	8,800	6,570	6,120	6,120
Capital Outlay		560	4,698	4,698	4,698
TOTAL	<u>65,465</u>	<u>65,165</u>	<u>82,718</u>	<u>81,519</u>	<u>81,519</u>

The Planning Department is responsible for preparing and maintaining a comprehensive plan and a current zoning atlas of the City as well as making recommendations to the Planning Advisory Board on amendments to the zoning atlas and zoning code consistent with the implementation of the City's comprehensive plan and Council policy.

This department processes and makes recommendations concerning a variety of other petitions, including special exceptions, variances, subdivisions and the like.

The department also prepares special studies and reports as requested by the City Manager.

Delineating areas of City in need of rehabilitation.

NEW PROGRAMS & PROJECTS

Major projects for the fiscal year 1977-78 include a complete revision of the comprehensive plan, review and analysis of the zoning ordinance and amendment recommendations, improved graphic presentations and staff assistance to the Community Appearance Board Task Force.

CITY OF NAPLES
Departmental Budget 1977-78

PLANNING DEPARTMENT

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages					
10 Permanent	56,115	55,805	61,151	60,471	60,471
12 Temp. & Part Time			1,920	1,920	1,920
13 Other					
Less Abatements					
Total Salaries & Wages	56,115	55,805	63,071	62,391	62,391
Employee Overhead					
15 Employer Payroll Expenses			8,379	8,310	8,310
Less Abatements					
TOTAL EMPLOYEE SERVICES	<u>56,115</u>	<u>55,805</u>	<u>71,450</u>	<u>70,701</u>	<u>70,701</u>
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing	775	700	1,220	1,070	1,070
21 Utilities					
22 Telephone & Telegraph	358	350	1,000	1,000	1,000
23 Office Supplies	562	750	700	600	600
24 Travel & Meetings	435	550	1,200	1,200	1,200
25 Vehicle Expense	934	850	500	500	500
26 Duplicating Charges			625	625	625
27 Auto Mileage			50	50	50
28 Spec. Supplies & Serv.	7	700	250	250	250
29 Small Tools & Equipment					
30 Maintenance of Equipment	54		100	100	100
31 Building Repairs & Maint.					
32 Rent					
33 Dues & Subscriptions	1,028	500	850	650	650
34 Professional Services	5,197	4,400			
35 School & Training Expense					
36 Insurance					
38 Outside Contracts					
39 Other Expense			75	75	75

TOTAL MAINT. & OPERATION	<u>9,350</u>	<u>8,800</u>	<u>6,570</u>	<u>6,120</u>	<u>6,120</u>
<u>CAPITAL OUTLAY</u>					
92 Building Improvements					
93 Imprv. Other Than Bldgs.					
94 Office Equipment		560	180	180	180
95 Mobile Equipment			4,518	4,518	4,518
96 Other Equipment					
98 Less Abatements					
TOTAL CAPITAL OUTLAY		<u>560</u>	<u>4,698</u>	<u>4,698</u>	<u>4,698</u>

CITY OF NAPLES
Departmental Budget 1977-78

PLANNING DEPARTMENT

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Planning Director	25,000	25,000
1 Planner III	14,620	14,620
1 Planner II	12,360	12,360
1 Secretary II	8,491	8,491
Additional Employee Requested		
1 Planning Intern	<u>1,920</u>	<u>1,920</u>
Total Employee Salaries & Wages	62,391	62,391
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Retirement	4,233	4,233
Social Security	3,223	3,223
Workmen's Compensation	177	177
Health Insurance	588	588
Life Insurance	<u>89</u>	<u>89</u>
Total Employee Overhead	8,310	8,310
TOTAL EMPLOYEE SERVICES	<u><u>70,701</u></u>	<u><u>70,701</u></u>
 <u>MAINTENANCE & OPERATION</u>		
20 Advertising & Printing		
Planning Advisory Board Agendas	170	170
Legal Advertisements	300	300
Printing Maps	<u>600</u>	<u>600</u>
	1,070	1,070
22 Telephone & Telegraph	1,000	1,000
23 Office Supplies	<u>600</u>	<u>600</u>
	2,670	2,670

CITY OF NAPLES
Departmental Budget 1977-78

PLANNING DEPARTMENT (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
24 Travel & Meetings		
American Institute of		
Planners - Annual Conference	600	600
Unscheduled City Business/Seminars	600	600
	1,200	1,200
25 Vehicle Expense	500	500
26 Duplicating Charges	625	625
27 Auto Mileage	50	50
28 Special Supplies & Services		
Drafting Supplies	200	200
4 Signs for Posting	50	50
	250	250
30 Maintenance of Equipment		
IBM Typewriter Maintenance	50	50
1 Chair Reupholstered	25	25
1 Calculator Repaired	25	25
	100	100
32 Dues & Subscriptions		
American Institute of Planners		
American Society of Planning Officials		
Florida Planning & Zoning Assoc.		
NAHRO Journal of Housing		
Community Planning Reports		
Federal Register		
Catalog of Federal Domestic Assistance		
Land Use Law & Zoning Digest		
Fort Myers News-Press		
Naples Daily News		
Naples Star		
Miscellaneous Planning Books		
	650	650
39 Other Expense		
Bookshelves	75	75
	75	75
TOTAL MAINTENANCE & OPERATION	3,450	3,450

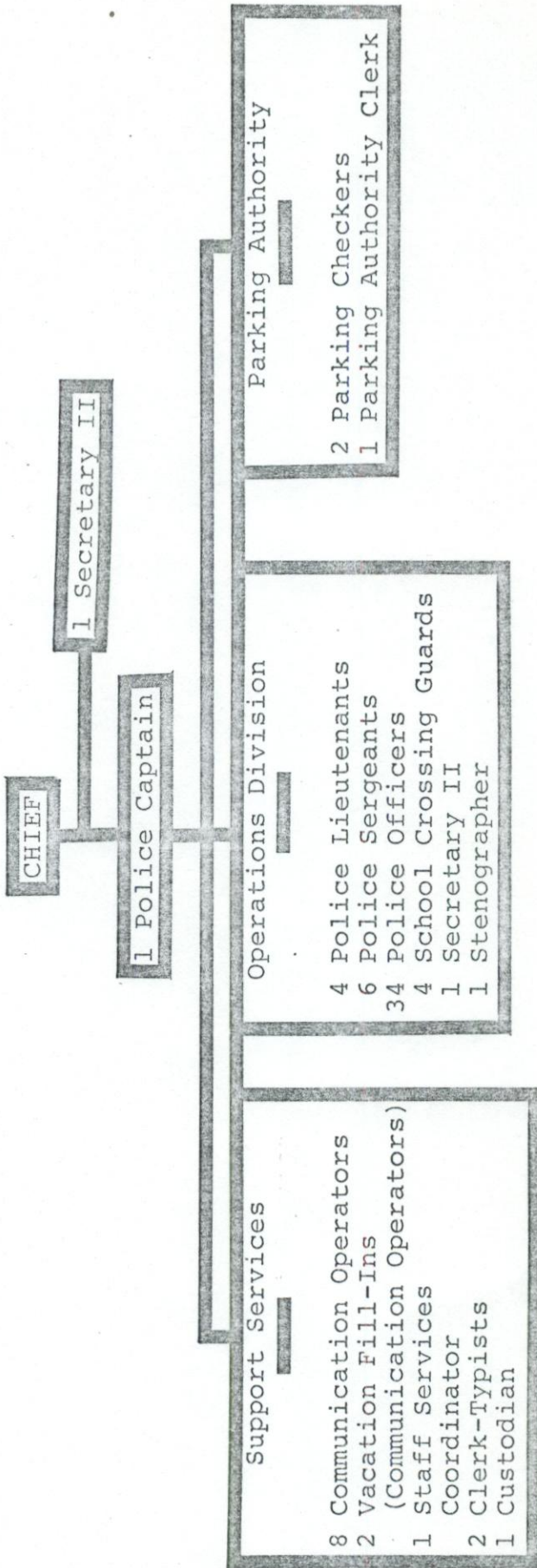
CITY OF NAPLES
Departmental Budget 1977-78

PLANNING DEPARTMENT (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>CAPITAL OUTLAY</u>		
94 Office Equipment 1 Four-Drawer Legal File Cabinet	180	180
95 Mobile Equipment 1 Compact Vehicle	<u>4,518</u>	<u>4,518</u>
TOTAL CAPITAL OUTLAY	<u><u>4,698</u></u>	<u><u>4,698</u></u>

POLICE DEPARTMENT



CITY OF NAPLES
Departmental Budget 1977-78

POLICE DEPARTMENT

Account No. _____

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
Employee Services	773,724	825,148	939,772	929,562	929,562
Maintenance & Operation	175,340	112,290	138,775	128,225	128,225
Capital Outlay	52,785	41,980	46,472	43,322	43,322
TOTAL	<u>1,001,849</u>	<u>979,418</u>	<u>1,125,019</u>	<u>1,101,109</u>	<u>1,101,109</u>

The Naples Police Department is responsible for the protection of life and property within the corporate limits of the City. This is accomplished with 64 regular and four part-time employees through the enforcement of City ordinances, state statutes and federal laws.

The Department is divided into two divisions: Operations and Services.

The Operations Division contains the bulk of the organization with the patrol and detective forces. These officers are charged with investigation and prevention of crime, apprehension, traffic regulation and accident investigation.

The Services Division serves as a support group. The administrative services necessary for department operation are performed by this group.

NEW PROGRAMS & PROJECTS:

- Full implementation of flexible zone assignments.
- Addition of new, improved police patrol boat.
- Additional traffic enforcement - U.S. 41.
- Develop bicycle safety program.

POLICE DEPARTMENT

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages	773,724	825,148	792,052	792,052	792,052
10 Permanent
12 Temp. & Part Time	9,867	9,867	9,867
13 Other	42,000	33,000	33,000
14 State Supplement	22,000	22,000	22,000
Less Abatements	(23,406)	(23,406)	(23,406)
Total Salaries & Wages	<u>.773,724</u>	<u>825,148</u>	<u>.842,513</u>	<u>.833,513</u>	<u>833,513</u>
Employee Overhead	101,448	100,238	100,238
15 Employer Payroll Expenses
Less Abatements	(4,189)	(4,189)	(4,189)
TOTAL EMPLOYEE SERVICES	<u>773,724</u>	<u>825,148</u>	<u>939,772</u>	<u>929,562</u>	<u>929,562</u>
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing	1,117	3,500	4,500	4,500	4,500
21 Utilities	10,843	800	450	450	450
22 Telephone & Telegraph	6,839	7,140	7,800	6,900	6,900
23 Office Supplies	1,339	2,000	2,500	1,800	1,600
24 Travel & Meetings	1,000	1,985	1,985	1,985
25 Vehicle Expense	63,425	60,000	75,000	75,000	75,000
26 Duplicating Charges	500	4,400	4,400	4,400
27 Auto Mileage	2,000	2,000	1,600	1,000
28 Spec. Supplies & Serv.	22,237	24,700	22,500	16,000	16,000
29 Small Tools & Equipment	500	500	500
30 Maintenance of Equipment	5,623	5,950	6,000	6,000	6,000
31 Building Repairs & Maint.	1,527	2,000	2,700	2,000	2,000
32 Rent	240	240	240
33 Dues & Subscriptions	500	700	700	700	700
34 Professional Services	54,189	150	-0-	-0-
35 School & Training Expense	1,072	5,000	3,850	3,000	3,000
36 Insurance
38 Outside Contracts
39 Other Expense	3,129	500	3,500	3,150	3,150
.....
.....
TOTAL MAINT. & OPERATION	<u>175,340</u>	<u>112,290</u>	<u>138,775</u>	<u>128,225</u>	<u>128,225</u>
<u>CAPITAL OUTLAY</u>					
92 Building Improvements	6,800	700	-0-	-0-
93 Imprv. Other Than Bldgs.
94 Office Equipment	1,900	1,446	1,446	1,446
95 Mobile Equipment	38,085	34,290	39,226	39,226	39,226
96 Other Equipment	6,000	7,690	5,100	2,650	2,650
98 Less Abatements
TOTAL CAPITAL OUTLAY	<u>52,785</u>	<u>41,980</u>	<u>46,472</u>	<u>43,322</u>	<u>43,322</u>

CITY OF NAPLES
Departmental Budget 1977-78

POLICE DEPARTMENT

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Police Chief	23,100	23,100
1 Police Captain	19,579	19,579
4 Police Lieutenants	67,502	67,502
6 Police Sergeants	88,463	88,463
34 Police Officers	443,183	443,183
2 Secretary II	16,984	16,984
1 Stenographer	7,614	7,614
1 Staff Services Coordinator	10,123	10,123
2 Clerk-Typists	15,330	15,330
8 Communication Operators	70,304	70,304
1 Custodian	6,464	6,464
2 Parking Checkers	15,675	15,675
1 Parking Authority Clerk	7,731	7,731
	792,052	792,052
12 Temporary & Part Time Employees		
2 Vacation Fill-ins - Communications	2,000	2,000
4 School Crossing Guards	7,867	7,867
	9,867	9,867
13 Other		
Overtime & Holiday	33,000	33,000
14 Salary Supplement	22,000	22,000
Less Abatements	(23,406)	(23,406)
Total Employee Salaries & Wages	833,513	833,513
<u>Employee Overhead</u>		
15 Employer Payroll Expense		
Social Security	49,805	49,805
Workmen's Compensation	39,185	39,185
Health Insurance	9,500	9,500
	98,490	98,490

CITY OF NAPLES
Departmental Budget 1977-78

POLICE DEPARTMENT (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES (Cont.)</u>		
Life Insurance	890	890
Accidental Death	858	858
	100,238	100,238
Less Abatements	(4,189)	(4,189)
Total Employee Overhead	96,049	96,049
TOTAL EMPLOYEE SERVICES	929,562	929,562
 <u>MAINTENANCE & OPERATION</u>		
20 Advertising & Printing		
Incident Time Punch Card (24,000)	500	500
Offense Reports	2,000	2,000
Miscellaneous Forms	1,000	1,000
Crime Program	1,000	1,000
	4,500	4,500
21 Utilities		
Water	450	450
22 Telephone & Telegraph	6,900	6,900
23 Office Supplies	1,800	1,800
24 Travel & Meetings		
Quarterly Governor's Crime Prevention Meetings	585	585
Florida Police Chiefs' Annual Meeting	500	500
FBI Academy Annual State Meeting	300	300
Miscellaneous Monthly Intelligence Planning & Crime Prevention	600	600
	1,985	1,985
	15,635	15,635

CITY OF NAPLES
Departmental Budget 1977-78

POLICE DEPARTMENT (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
25 Vehicle Expense	75,000	75,000
26 Duplicating Charges		
Xerox Rental @ \$300 per month	3,600	3,600
City Hall Copying Machines	800	800
	4,400	4,400
27 Auto Expense		
Mileage	1,600	1,600
28 Special Supplies & Services		
Uniforms/Clothing		
Photo Supplies		
Guns/Ammo		
	16,000	16,000
29 Small Tools & Equipment	500	500
30 Maintenance of Equipment		
Radios, office equipment & miscellaneous	6,000	6,000
31 Building Repairs & Maintenance	2,000	2,000
32 Rent		
"Identikit" Rental	240	240
33 Dues & Subscriptions		
Int'l. Assoc. of Chiefs of Police		
Florida Police Chief		
Tampa Bay Area Chiefs of Police		
Hill Donnelly Directory		
City Directory		
Law and Order		
Florida State Statutes	700	700
34 Professional Services		
Vet	-0-	-0-
	106,440	106,440

CITY OF NAPLES
Departmental Budget 1977-78

POLICE DEPARTMENT (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
35 School & Training Expense		
K-9 School	-0-	-0-
Police Academy	1,000	1,000
St. Petersburg Training Sessions	1,650	1,650
Miscellaneous Training Sessions & Seminars	350	350
	3,000	3,000
39 Other Expense		
Prisoners Meals, Investigative	3,150	3,150
	3,150	3,150
 TOTAL MAINTENANCE & OPERATION	 128,225	 128,225
 <u>CAPITAL OUTLAY</u>		
92 Building Improvements		
Shower	-0-	-0-
94 Office Equipment		
2 desks (Lieutenant/Detective)	374	374
1 three-drawer file (Detective)	106	106
2 four-drawer files (Lieutenant)	238	238
2 desk chairs (Lieutenant/Detective)	182	182
2 secretarial chairs (replacements)	126	126
1 bookshelf (Detective) (replacement)	80	80
2 electronic printing calculators	340	340
	1,446	1,446
95 Mobile Equipment		
7 marked patrol units (replace 7 patrol cars)	34,208	34,208
1 compact, 4-door sedan (Replace- ment for '72 Dodge detective vehicle)	4,518	4,518
1 police equipped motorcycle 700 to 1000 CC (new)	4,500	4,500
	43,226	43,226
Less trade-ins	(4,000)	(4,000)
	39,226	39,226
	40,672	40,672

CITY OF NAPLES
Departmental Budget 1977-78

POLICE DEPARTMENT (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>CAPITAL OUTLAY</u> (Cont.)		
96 Other Equipment		
dog handling equipment	-0-	-0-
1 mobile radio (motorcycle)	1,500	1,500
exercise equipment	-0-	-0-
repeat multi-printer	350	350
replacement equipment (Detective)	500	500
finger print station	300	300
air conditioner (darkroom)	-0-	-0-
	<u>2,650</u>	<u>2,650</u>
 TOTAL CAPITAL OUTLAY	 <u>43,322</u>	 <u>43,322</u>

FIRE DEPARTMENT

CHIEF

1 Clerk Typist

1 Assistant Fire Chief

Operations Division

6 Fire Sergeants
17 Firefighters

Fire Prevention Division

1 Fire Marshal
4 Firefighters

CITY OF NAPLES
Departmental Budget 1977-78

FIRE DEPARTMENT

Account No. _____

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
Employee Services	<u>307,279</u>	<u>373,759</u>	<u>416,237</u>	<u>408,698</u>	<u>408,698</u>
Maintenance & Operation	<u>21,387</u>	<u>36,759</u>	<u>38,574</u>	<u>29,216</u>	<u>29,216</u>
Capital Outlay	<u>22,101</u>	<u>12,710</u>	<u>31,940</u>	<u>24,200</u>	<u>24,200</u>
 TOTAL	 <u>350,767</u>	 <u>423,228</u>	 <u>486,750</u>	 <u>462,114</u>	 <u>462,114</u>

The traditional role of the fire service has been to protect life and property from fire; however, in recent years that role has been expanded to include such additional services as rescue and emergency medical aid.

Response to emergencies represents only the tip of the iceberg compared to the total activities of the department. Non-emergency activities include inspections, training, maintenance, public education, consultation service and fire investigation directed toward elimination of conditions which represent fire hazards.

A ladder company was established and an in-service inspection program was instituted in this past year. This represents two important benefits: improved service and more efficient utilization of manpower.

NEW PROGRAMS & PROJECTS

1. Coordination of safety program.
2. Establishment of fire lanes in shopping centers.
3. Coordination of fire rating.
4. Water oriented firefighting - police patrol boat.

CITY OF NAPLES
Departmental Budget 1977-78

FIRE DEPARTMENT

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages					
10 Permanent	302,147	363,398	365,661	358,539	358,539
12 Temp. & Part Time
13 Other Holiday/O.T.	5,132	10,361	10,121	10,121	10,121
Less Abatements
Total Salaries & Wages	375,782	368,660	368,660
Employee Overhead					
15 Employer Payroll Expenses	40,455	40,038	40,038
Less Abatements
TOTAL EMPLOYEE SERVICES	<u>307,279</u>	<u>373,759</u>	<u>416,237</u>	<u>408,698</u>	<u>408,698</u>
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing	252	1,000	1,000	1,000
21 Utilities	1,329	1,500	1,500	1,000	1,000
22 Telephone & Telegraph	2,601	2,487	3,500	2,700	2,700
23 Office Supplies	350	903	520	520	520
24 Travel & Meetings	1,000	835	3,290	2,170	2,170
25 Vehicle Expense	3,729	5,565	7,600	7,600	7,600
26 Duplicating Charges	200	200	200
27 Auto Mileage	200	744	744	744
28 Spec. Supplies & Serv.	7,787	11,938	10,369	7,885	7,885
29 Small Tools & Equipment	1,000	781	781	781
30 Maintenance of Equipment	2,130	4,425	1,400	1,400	1,400
31 Building Repairs & Maint.	4,256	2,550	550	550
32 Rent
33 Dues & Subscriptions	145	390	365	365	365
34 Professional Services	1,107	-0-	-0-
35 School & Training Expense	600	1,760	1,092	546	546
36 Insurance
38 Outside Contracts	400	400	400
39 Other Expense	264	2,700	2,155	1,355	1,355
-----
-----
TOTAL MAINT. & OPERATION	<u>21,387</u>	<u>36,759</u>	<u>38,573</u>	<u>29,216</u>	<u>29,216</u>
<u>CAPITAL OUTLAY</u>					
92 Building Improvements	400	400	400
93 Imprv. Other Than Bldgs.	480	-0-	-0-
94 Office Equipment	1,088	375	1,604	994	994
95 Mobile Equipment	9,336	-0-	13,417	9,917	9,917
96 Other Equipment	11,677	9,700	16,039	13,689	13,689
98 Less Abatements
TOTAL CAPITAL OUTLAY	<u>22,101</u>	<u>10,075</u>	<u>31,940</u>	<u>24,200</u>	<u>24,200</u>

CITY OF NAPLES
Departmental Budget 1977-78

FIRE DEPARTMENT

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Fire Chief	20,266	20,266
1 Assistant Fire Chief	18,640	18,640
1 Fire Marshal	13,536	13,536
6 Sergeants	72,387	72,387
21 Firefighters	226,233	226,233
1 Clerk Typist	7,477	7,477
Additional Employee Requested		
1 Clerk Typist	-0-	-0-
	358,539	358,539
13 Overtime	5,000	5,000
Holiday Time	5,121	5,121
	10,121	10,121
Total Employee Salaries & Wages	368,660	368,660
<u>Employee Overhead</u>		
15 Employer Payroll Expense		
Social Security	21,361	21,361
Health Insurance	5,364	5,364
Life Insurance	403	403
Accidental Death	540	540
Workmen's Compensation	12,370	12,370
Total Employee Overhead	40,038	40,038
TOTAL EMPLOYEE SERVICES	408,698	408,698
<u>MAINTENANCE & OPERATION</u>		
20 Advertising & Printing		
Forms	300	300
Brochures (Fire Prevention Bureau)	700	700
	1,000	1,000

CITY OF NAPLES
Departmental Budget 1977-78

FIRE DEPARTMENT (Cont.)

Account No. _____

<u>MAINTENANCE & OPERATION (Cont.)</u>	<u>RECOMMENDED</u>	<u>APPROVED</u>
27 Auto Expense		
Sergeant to Jacksonville	84	84
Training in Fort Myers		
(2 Sessions)	660	660
	744	744
28 Special Supplies & Services		
First Aid Supplies	200	200
Sheets & Pillow Cases	216	216
House Supplies	2,260	2,260
Film & Processing	200	200
Bedspreads	189	189
Uniforms		
Replacement Items	1,000	1,000
Jumpsuits (One Per Man)	450	450
Suspenders (One Set Per Man)	100	100
Fatigue Uniforms (Two Per Man)	1,500	1,500
Dress Coats (30 @ \$72.00 Each)	1,080	1,080
Dress Hats (30 @ \$12.00 Each)	180	180
Dress Pants (30 @ \$14.00 Each)	210	210
Hardware	300	300
Small Tools	-0-	-0-
	7,885	7,885
29 Small Tools & Equipment		
6 Hand Lights	80	80
Quick Release Holders	85	85
Black Light Unit	58	58
2 Kojack Lights	60	60
Hose Gaskets Kit	30	30
2½" Gated Intake Valve	60	60
Bolt Cutters	79	79
Pry Bar	14	14
4 Wheel Chocks	40	40
Extension Cord Adapter	30	30
Block & Tackle	70	70
Hand Pump for Foam Storage	40	40
Chief's Axe	15	15
Desk Lamp (Fire Prevention Bureau)	40	40
Bookends (4 Sets)	30	30
Miscellaneous	50	50
	781	781
	9,410	9,410

CITY OF NAPLES
Departmental Budget 1977-78

FIRE DEPARTMENT (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
30 Maintenance of Equipment		
Typewriter Service (Contract)	60	60
Motorola Radio Service (Contract)		
Annually for Base, Portables & Walkie-Talkies)		
	<u>1,344</u>	<u>1,344</u>
	1,400	1,400
31 Building Repairs & Maintenance		
Paint Station #1	-0-	-0-
Building Repairs (Misc.)	<u>550</u>	<u>550</u>
	550	550
33 Dues & Subscriptions		
Fort Myers News-Press (Annual)	57	57
Naples Daily News (Annual)	46	46
International Fire Chiefs' Assoc.	43	43
Fire Chiefs' State Assoc.	21	21
Collier County Fire Chiefs' Assoc.	10	10
City Directory (2 Copies)	124	124
Renew Notary Seal	5	5
Emergency Medical Magazine (Annual)	7	7
Naples Star (Annual)	12	12
Fire Engineer Magazine (2 Annual)	<u>40</u>	<u>40</u>
	365	365
34 Professional Services		
Physicals for Personnel		
Ages 18-25, Every Three Years		
Ages 25-35, Every Two Years		
Ages 35 and Over, Every Year		
	-0-	-0-
	<u>2,315</u>	<u>2,315</u>

CITY OF NAPLES
Departmental Budget 1977-78

FIRE DEPARTMENT (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
35 School & Training Expense		
Train 2 Firefighters to		
Replace Terminations	546	546
38 Outside Contracts		
Fire Extinguisher Inspection	400	400
39 Other Expense		
Log Book	5	5
Fire Hydrant Pitot Gauge	100	100
Safety Program	600	600
Vehicle Lettering	150	150
Fire Hydrant Maintenance	500	500
	1,355	1,355
TOTAL MAINTENANCE & OPERATION	29,216	29,216
<u>CAPITAL OUTLAY</u>		
92 Building Improvements		
Overhead Lights	100	100
Wood Lockers - Station #1		
(Fire Clothing)	300	300
	400	400
93 Improvements Other Than Building		
Carpet Secretary's Office	-0-	-0-
Paving (asphalt) & Sealing		
Station #1	-0-	-0-
	-0-	-0-
94 Office Equipment		
1 Filing Cabinet	225	225
1 Typewriter (new)	-0-	-0-
1 Secretarial Desk (new)	-0-	-0-
1 Chair With Rollers	90	90
1 Sergeant's Desk - Station #2	186	186
1 Executive Desk	250	250
1 Executive Chair	130	130
1 Table (examination of plans)	50	50
1 Desk Chair	63	63
	994	994
	1,394	1,394

CITY OF NAPLES
Departmental Budget 1977-78

FIRE DEPARTMENT (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>CAPITAL OUTLAY (Cont.)</u>		
95 Mobile Equipment		
1 Car - Assistant Chief (replacement)	4,817	4,817
1 Car - Inspectors (station wagon to replace jeep)	4,300	4,300
	<u>9,117</u>	<u>9,117</u>
96 Other Equipment		
1 Mobile Radio	1,100	1,100
Smoke Ejector	300	300
Floor Buffer	400	400
2 Hose Jackets	300	300
3 Hose Bridges	400	400
6 Life Belts	350	350
Base Station - Station #2 (replacement)	1,345	1,345
1 Walkie Talkie	750	750
Coupling Expander	450	450
500' - 2½" Hose	850	850
500' - 1½" Hose	600	600
300' - 3" Hose	690	690
2½" to 1½" Gated Wye Reducer (1)	150	150
6 Air Bottles (extra)	900	900
3 Scott Air Masks (replacements)	1,650	1,650
Acetylene Torch	400	400
200' - 3/4" and 200' - 5/8" Rope	170	170
6 - 12' X 18' Salvage Covers	468	468
2 Hose Clamps	144	144
Class "D" Fire Extinguisher	100	100
Power Failure Alarms	-0-	-0-
40 Pager Batteries	240	240
Flood Lights	202	202
Furniture: (both stations)		
3 Over-Stuffed Chairs	600	600
6 Kitchen Chairs	180	180
1 Refrigerator	450	450
1 Kitchen Table	100	100
Hose Bed Cover	200	200
Miscellaneous	200	200
	<u>13,689</u>	<u>13,689</u>
TOTAL CAPITAL OUTLAY	<u><u>24,200</u></u>	<u><u>24,200</u></u>

CITY OF NAPLES
Departmental Budget 1977-78

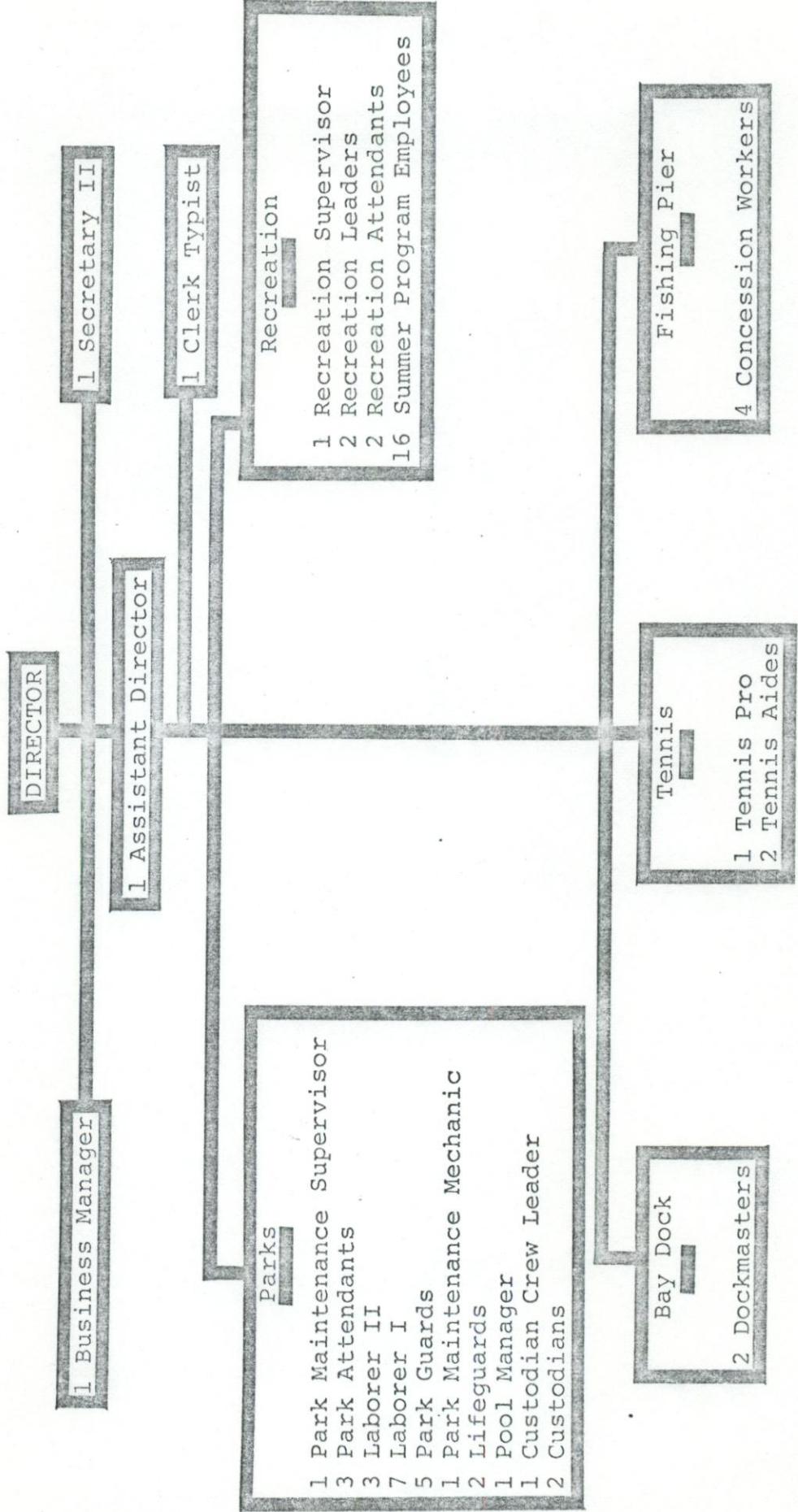
FIRE DEPARTMENT (Cont.)

Account No. _____

<u>MAINTENANCE & OPERATION (Cont.)</u>	<u>RECOMMENDED</u>	<u>APPROVED</u>
21 Utilities		
Water	1,000	1,000
22 Telephone	2,700	2,700
23 Office Supplies	520	520
24 Travel & Meetings		
International Fire Chiefs' Conference	460	460
Fire Chiefs' State Conference	250	250
Fire Marshals' Conference, Ocala	330	330
Fire Marshals' Conference, Miami	-0-	-0-
Codes and Standards Fire Prevention, Ocala (2 Trips - 2 Inspectors)	230	230
Advance Firefighting Tactics, Ocala (2 Operational Personnel)	800	800
Unscheduled Travel Expense	100	100
	2,170	2,170
25 Vehicle Expense		
Batteries - Engine #1	200	200
Batteries - Engine #2	100	100
Preventive Maintenance Inspection	100	100
Gasoline & Oil	2,800	2,800
Repairs - Engine #1	600	600
Repairs - Ladder #2	500	500
New Tank - Engine #5	800	800
Repairs - Deck Gun, Hose #1	150	150
Tires - Engine #1 & Ladder #2	1,200	1,200
Paint Engine #1	500	500
Paint Ladder #2	150	150
Paint Hose #1	500	500
	7,600	7,600
26 Duplicating Center Charges	200	200
	14,190	14,190

1977-78

PARKS & RECREATION DEPARTMENT



CITY OF NAPLES
Departmental Budget 1977-78

PARKS & RECREATION DEPARTMENT

Account No. _____

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
Employee Services	278,262	258,702	333,138	322,766	322,776.
Maintenance & Operation	83,855	80,142	102,123	88,996	88,946
Capital Outlay	14,775	9,564	33,280	24,380	24,380
TOTAL	376,892	348,408	468,541	436,142	436,092

The Parks & Recreation Department is responsible for the development of new parks and the maintenance and safe management of existing parks. This department is also in charge of all recreational programs, both the initiation of new programs and the up-dating of those already established. In addition, it oversees the operation of such other department enterprises as the City Dock, Pier, tennis program and vending machine operation.

NEW PROGRAMS & PROJECTS:

- Pay for Play Plan.
- Long-range Parks & Recreation plans.
- Study boat dock expansion and improvements.
- Study possible Pier improvements.

PARKS & RECREATION DEPARTMENT

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages	278,262	259,702	256,298	254,384	254,384
10 Permanent	26,197	19,066	19,066
12 Temp. & Part Time	3,000	2,500	2,500
13 Other
Less Abatements
Total Salaries & Wages	<u>278,262</u>	<u>259,702</u>	<u>285,495</u>	<u>275,950</u>	<u>275,950</u>
Employee Overhead	47,643	46,816	46,816
15 Employer Payroll Expenses
Less Abatements
TOTAL EMPLOYEE SERVICES	<u>278,262</u>	<u>259,702</u>	<u>333,138</u>	<u>322,766</u>	<u>322,766</u>
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing	150	150	150
21 Utilities	24,988	23,075	24,700	23,600	23,600
22 Telephone & Telegraph	1,909	2,100	2,300	2,300	2,300
23 Office Supplies	644	700	700	575	575
24 Travel & Meetings	369	500	500	500	500
25 Vehicle Expense	4,063	6,000	6,500	5,600	5,600
26 Duplicating Charges	600	600	600
27 Auto Mileage	1,080	1,320	1,920	1,440	1,440
28 Spec. Supplies & Serv.	23,153	21,172	27,953	24,071	24,071
29 Small Tools & Equipment	5,901	3,600	6,480	5,500	5,500
30 Maintenance of Equipment	3,020	3,600	3,600	3,600
31 Building Repairs & Maint.	18,602	20,500	24,280	19,120	19,120
32 Rent	1,000	500	500
33 Dues & Subscriptions	126	175	440	440	390
34 Professional Services	1,000	1,000	1,000
35 School & Training Expense
36 Insurance
38 Outside Contracts
39 Other Expense
.....
.....
TOTAL MAINT. & OPERATION	<u>83,855</u>	<u>79,142</u>	<u>102,123</u>	<u>88,996</u>	<u>88,946</u>
<u>CAPITAL OUTLAY</u>					
92 Building Improvements	4,000	2,500	500	500
93 Imprv. Other Than Bldgs.	6,000	9,700	3,200	3,200
94 Office Equipment	300	600	600	600
95 Mobile Equipment	4,000	16,200	16,200	16,200
96 Other Equipment	475	9,564	4,280	3,880	3,880
98 Less Abatements
TOTAL CAPITAL OUTLAY	<u>14,775</u>	<u>9,564</u>	<u>33,280</u>	<u>24,380</u>	<u>24,380</u>

CITY OF NAPLES
 Departmental Budget 1977-78

PARKS & RECREATION DEPARTMENT

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Director	20,000	20,000
1 Assistant Director	14,586	14,586
1 Recreation Supervisor	12,090	12,090
1 Recreation Leader - Fleischmann	10,124	10,124
1 Recreation Leader - River Park	12,069	12,069
1 Business Manager	8,652	8,652
1 Secretary II	8,492	8,492
1 Clerk Typist	7,206	7,206
1 Recreation Attendant - Cambier	7,146	7,146
1 Recreation Attendant - River Park	7,146	7,146
1 Custodian (Crew Leader)	10,033	10,033
1 Custodian - All Parks	7,101	7,101
1 Custodian - Cambier	6,464	6,464
1 Park Maintenance Supervisor	9,826	9,826
1 Park Attendant - Lowdermilk	6,840	6,840
1 Park Attendant - Anthony	6,639	6,639
1 Park Attendant - Fleischmann	6,840	6,840
3 Laborer II	22,317	22,317
7 Laborer I	47,873	47,873
2 Park Guards (Full Time)	13,434	13,434
1 Parks Maintenance Mechanic	9,506	9,506
	<u>254,384</u>	<u>254,384</u>
12 Temporary & Part Time		
2 Park Guards	5,066	5,066
2 Lifeguards		
1 Pool Manager	4,400	4,400
16 Summer Program	9,600	9,600
	<u>19,066</u>	<u>19,066</u>
13 Other		
Overtime	<u>2,500</u>	<u>2,500</u>
Total Employee Salaries & Wages	275,950	275,950

CITY OF NAPLES
 Departmental Budget 1977-78
PARKS & RECREATION DEPARTMENT (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES (Cont.)</u>		
<u>Employee Overhead</u>		
15 Employer Payroll Expense		
Retirement	17,807	17,807
Social Security	16,009	16,009
Workmen's Compensation	9,110	9,110
Health Insurance	3,465	3,465
Life Insurance	425	425
	46,816	46,816
Total Employee Overhead	46,816	46,816
TOTAL EMPLOYEE SERVICES	322,766	322,766
 <u>MAINTENANCE & OPERATION</u>		
20 Advertising & Printing		
Reservation Forms (Misc.)	150	150
21 Utilities		
Cambier		
Fleischmann		
Lowdermilk		
Anthony		
River Park Center & Pool		
Maintenance Building		
Merrihue		
Menefee		
Rodgers		
	23,600	23,600
22 Telephone & Telegraph		
Cambier (4)		
Fleischmann (3)		
Lowdermilk (1)		
River Park Center & Pool (3)		
	2,300	2,300
23 Office Supplies		
Locations: Cambier, Tennis,		
Maintenance, River Park,		
Fleischmann, Lowdermilk, Pier		
Bay Dock		
	575	575

CITY OF NAPLES
Departmental Budget 1977-78

PARKS & RECREATION DEPARTMENT (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
24 Travel & Meetings		
Parks & Recreation Conventions & Seminars, Plant & Turf Conventions & Seminars, Equipment Usage & Display Seminars, and Surveys of Other Parks & Marinas	500	500
25 Vehicle Expense		
Truck Maintenance Gas & Oil	<u>5,600</u>	<u>5,600</u>
26 Duplicating Expense	600	600
27 Auto Mileage		
Superintendent II (20/mo.)	240	240
Superintendent II (20/mo.)	240	240
Office Clerk (50/mo.)	600	600
Program Director (30/mo.)	<u>360</u>	<u>360</u>
	1,440	1,440
28 Special Supplies & Services		
Senior Citizens Volley Ball Leagues Church & 16" Softball Turkey Bowl Rock Concert Naples Shuffleboard Club Municipal Band Basketball Team Boy's Basketball League Tournaments Annual Day Umpires, Trophies, Uniforms, Equipment	6,500	6,500
Summer Program Supplies: Arts & Crafts, Films, Small Games & Equipment	1,068	1,068

CITY OF NAPLES
 Departmental Budget 1977-78
PARKS & RECREATION DEPARTMENT (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
28 Special Supplies & Services (Cont.)		
Expendable Supplies (All Parks)		
Trash Cans		
Toilet Tissue		
Hand Towels		
Light Bulbs		
Scrub Pads, Disinfectants, Dust		
Mops, Wax		
Trash Bags	3,200	3,200
Miscellaneous Uniforms		
Uniform Rental	2,444	2,444
Park Guard Uniforms	200	200
Supervisors (108 @ 4.63)	500	500
Safety Shoes (16 pr. @ 25.00)	400	400
Miscellaneous	859	859
	4,403	4,403
Fertilizer		
30 Tons 10-4-8		
10 Tons Florganic Sludge		
2 Tons Tec Magnesium		
Insecticides		
15 gal. Diazinon		
15 gal. Cygon		
55 gal. Aldrin		
15 gal. Dursban		
Herbicides		
5 gal. 2-4-D		
5 gal. M.S.M.A.		
5 gal. Primatol		
10 gal. Parazuat		
Fungacide		
2 - 50# Drums Diathane M-45		
1 - 50# Drums Dacamil		
Misc. Nematode Control		
	4,500	4,500

CITY OF NAPLES
Departmental Budget 1977-78

PARKS & RECREATION DEPARTMENT (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
28 Special Supplies & Services (Cont.)		
Trees & Plants:		
Seed, Sod & Mulch	1,400	1,400
Miscellaneous Athletic Equipment	500	500
250 Yards Ball Diamond Clay	<u>2,500</u>	<u>2,500</u>
Total Special Supplies & Services	24,071	24,071
29 Small Tools & Equipment		
8 Sets Baseball Bases		
Sprinkler Head Replacements & Additions		
Bench Replacements		
Trash Can Replacements		
4 Rotary Trim Mowers		
Small Engine Replacements		
Pool Chemicals		
Pool Equipment		
Miscellaneous Small Tools & Equipment	<u>5,500</u>	<u>5,500</u>
30 Maintenance of Equipment		
Grease, Oil, Parts, Sharpening, Welding, Painting, Rebuilding & Overhaul	3,600	3,600
31 Building Repairs & Maintenance		
General Up-keep of Steel & Storage Facilities	800	800
River Park Center & Pool:		
Recover 2 Pool Tables	220	220
Panel All Existing Walls	-0-	-0-
Shelves & Cabinets in Storage Room	200	200
Trophy Shelves in Office	100	100

CITY OF NAPLES
Departmental Budget 1977-78

PARKS & RECREATION DEPARTMENT (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
31 Building Repairs & Maintenance (Cont.)		
Paint Building Exterior	500	500
Sprinkler System & Grass	-0-	-0-
Paint Barbecue Shed	100	100
Paint Pool Interior	300	300
Paint Interior & Exterior of		
Pool Restrooms	700	700
Pool/Lifeguard Equipment	500	500
Special Wages for Servicing		
Recreation Center & Pool	1,000	1,000
	3,620	3,620
Anthony Park:		
Resurface (Paint) Handball &		
Basketball Courts	700	700
Sprinkler System Repair	100	100
Fence & Equipment Repair	200	200
	1,000	1,000
Lowdermilk Park:		
Grill Replacement		
Bench Replacement		
Picnic Table Replacement		
Plumbing & Electrical Calls		
Sprinkler Head Replacement & Add.		
Pruning of Coconut Palms		
Relining Parking Lots		
Decking & Rail Replacement		
Stain Building Exterior		
	2,500	2,500
Cambier Park:		
Rethatch 2 Large Chickees,		
Shuffleboard Courts	1,400	1,400
Paint Restrooms (Interior &		
Exterior)	300	300
Paint Tot Lot Equipment	200	200
Tot Lot Equipment Replacement	200	200
Supplies - Ball Field Maintenance	100	100
Bubbler Replacement	100	100
Air Conditioner Filters	100	100
Car Parking Bumpers	300	300

CITY OF NAPLES
Departmental Budget 1977-78

PARKS & RECREATION DEPARTMENT (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
31 Building Repairs & Maintenance (Cont.)		
Bleacher & Bench Repairs	500	500
Wages & Materials for Special Jobs (Air Conditioning, Plumbing, Electrical)	1,000	1,000
Sprinkler System Repairs & Add.	500	500
Community Center Repairs - Interior & Exterior	300	300
Parking Lot Remarketing	200	200
	5,200	5,200
Fleischmann Park:		
Paint Restroom Interiors		
Paint Storage Building Exteriors		
Special Wages & Repairs (Plumbing, Electrical, Scoreboards)		
Sprinkler Head Replacement		
Paint Tot Lot Equipment		
Tot Lot Equipment Replacement		
Supplies - Ball Field Maintenance		
Bleacher & Bench Repairs		
Resurface Handball Courts		
Resurface Basketball Courts		
Fence Repairs		
Reline Parking Lots		
Sod Replacement		
	6,000	6,000
Total Building Repairs & Maintenance	19,120	19,120
32 Rent		
Special Equipment & Charge-backs From Public Works Department	500	500
33 Dues & Subscriptions		
National Parks & Recreation Assoc.	65	65
Florida Parks & Recreation Assoc. (Director, Assistant, Program Director, 2-Superintendent II, Parks & Recreation Board)	100	100
Florida Turf Grass Assoc. (Director)	50	100
Subscriptions (Naples Daily News, Naples Star, Parks & Recreation and Plant Care Publications)	175	175
	390	440

CITY OF NAPLES
Departmental Budget 1977-78

PARKS & RECREATION DEPARTMENT (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
34 Professional Services		
Pest & Rodent Control (All Parks)	1,000	1,000
TOTAL MAINTENANCE & OPERATION	88,996	88,996
 <u>CAPITAL OUTLAY</u>		
92 Building Improvements		
6 Outdoor Mats	300	300
Mop Sink (River Park)	200	200
Window Replacement (River Park)	-0-	-0-
	500	500
93 Improvements Other Than Buildings		
Handball Court Fencing (Fleischmann)	-0-	-0-
Rain Shelter (Anthony)	1,200	1,200
Overhead Fencing Bleachers (Fleischmann)	-0-	-0-
Rewire 1 Tennis Court & Shuffleboard Complex	2,000	2,000
	3,200	3,200
94 Office Equipment		
Dictaphone Equipment (Portable & Permanent)	300	300
Regular Electric Typewriter (Maintenance Building)	300	300
	600	600
95 Mobile Equipment		
Floor Scrubber (Replacement)	700	700
1 Five-Gang Pull Unit, 6 Blade (Replacement 7 Years)	4,000	4,000
1 Turf King, 14 HP (Replacement 4 Years)	4,000	4,000

CITY OF NAPLES
Departmental Budget 1977-78

PARKS & RECREATION DEPARTMENT (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>CAPITAL OUTLAY (Cont.)</u>		
95 Mobile Equipment (Cont.)		
1 Toro Riding Mower, 18 HP, 72" Cut (Replacement 5 Years)	5,500	5,500
1 110-Gal. Fiberglass Spray Unit (Replacement 7 Years)	2,000	2,000
	16,200	16,200
96 Other Equipment		
8 Bike Racks (All Parks)	880	880
6 Sets, Portable Bleachers (All Parks)	1,200	1,200
Sound System - Community Center	600	600
2 Water Coolers (Replacement)	400	400
1 Walkie-Talkie	800	800
	3,880	3,880
TOTAL CAPITAL OUTLAY	24,380	24,380

CITY OF NAPLES
 Departmental Budget 1977-78
PARKS & RECREATION DEPARTMENT
 (Bay Dock)

Account No. _____

	<u>Actual Expenditures 1975-76</u>	<u>Annual Budget 1976-77</u>	<u>Department Request 1977-78</u>	<u>City Manager Recommends 1977-78</u>	<u>Council Approval 1977-78</u>
Employee Services	15,019	14,864	19,897	19,396	19,396
Maintenance & Operation	85,348	82,261	68,802	66,888	66,888
Capital Outlay	1,087	825	-0-	-0-	-0-
TOTAL	<u>101,454</u>	<u>97,950</u>	<u>88,699</u>	<u>86,284</u>	<u>86,284</u>

This division of the Parks & Recreation Department is responsible for selling all merchandise and the collection of monies for merchandise, as well as dock space rental and collecting for dockage. It is also responsible for upholding ordinances designated for this facility as well as the fee structure established by the City.

PARKS & RECREATION DEPARTMENT
 (Bay Dock)

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
<u>EMPLOYEE SERVICES</u>					
<u>Employee Salaries & Wages</u>					
10 Permanent	15,348	14,864	16,350	16,350	16,350
12 Temp. & Part Time			600	400	400
13 Other					
Less Abatements					
Total Salaries & Wages	15,348	14,864	16,950	16,750	16,750
<u>Employee Overhead</u>					
15 Employer Payroll Expenses			2,947	2,646	2,646
Less Abatements					
TOTAL EMPLOYEE SERVICES	15,348	14,864	19,897	19,396	19,396
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing	50		50	50	50
21 Utilities	2,143	2,200	2,200	2,400	2,400
22 Telephone & Telegraph	204	204	204	100	100
23 Office Supplies	63		63	63	63
24 Travel & Meetings					
25 Vehicle Expense					
26 Duplicating Charges					
27 Auto Mileage					
28 Spec. Supplies & Serv.	82,014	58,500	59,250	59,250	59,250
29 Small Tools & Equipment	912	750	825	825	825
30 Maintenance of Equipment					
31 Building Repairs & Maint.		20,607	6,210	4,200	4,200
32 Rent					
33 Dues & Subscriptions					
34 Professional Services					
35 School & Training Expense					
36 Insurance					
38 Outside Contracts					
39 Other Expense					
TOTAL MAINT. & OPERATION	85,386	82,261	68,802	66,888	66,888
<u>CAPITAL OUTLAY</u>					
92 Building Improvements					
93 Imprv. Other Than Bldgs.					
94 Office Equipment					
95 Mobile Equipment					
96 Other Equipment		825			
98 Less Abatements					
TOTAL CAPITAL OUTLAY		825	-0-	-0-	-0-

CITY OF NAPLES
 Departmental Budget 1977-78
PARKS & RECREATION DEPARTMENT
 (Bay Dock)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees 2 Dockmasters	16,350	16,350
13 Overtime	400	400
Total Employee Salaries & Wages	16,750	16,750
<u>Employee Overhead</u>		
15 Employer Payroll Expense	2,646	2,646
TOTAL EMPLOYEE SERVICES	<u>19,396</u>	<u>19,396</u>
<u>MAINTENANCE & OPERATION</u>		
20 Advertising & Printing Dockage Receipts	50	50
21 Utilities Electric, Water, Sewer, Trash	2,400	2,400
22 Telephone & Telegraph	100	100
23 Office Supplies Cash Register Tapes	63	63
28 Special Supplies & Services Gas & Oil	52,900	52,900
Bait	5,600	5,600
Ice & Miscellaneous	750	750
	<u>59,250</u>	<u>59,250</u>
29 Small Tools & Equipment	825	825
	<u>62,688</u>	<u>62,688</u>

CITY OF NAPLES
Departmental Budget 1977-78
PARKS & RECREATION DEPARTMENT (Cont.)
(Bay Dock)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
31 Building Repairs & Maintenance		
Special Wages (pilings)		
Maintenance Wages		
Electrical Repairs		
Plumbing Repairs		
Painting, Lumber, etc.	4,200	4,200
TOTAL MAINTENANCE & OPERATION	<u>66,888</u>	<u>66,888</u>

CITY OF NAPLES
 Departmental Budget 1977-78
PARKS & RECREATION DEPARTMENT
 (Fishing Pier)

Account No. _____

	<u>Actual Expenditures 1975-76</u>	<u>Annual Budget 1976-77</u>	<u>Department Request 1977-78</u>	<u>City Manager Recommends 1977-78</u>	<u>Council Approval 1977-78</u>
Employee Services	23,304	23,372	30,649	29,545	29,545
Maintenance & Operation	41,319	45,928	45,605	45,461	45,461
Capital Outlay	981	500	825	825	825
TOTAL	<u>65,604</u>	<u>69,800</u>	<u>77,079</u>	<u>75,831</u>	<u>75,831</u>

This division of the Parks & Recreation Department is responsible for purchasing and selling all items that pertain to a concession operation of this type. It is also responsible for handling City monies as well as reporting needed maintenance projects to the maintenance division of the Parks & Recreation system.

PARKS & RECREATION DEPARTMENT
 (Fishing Pier)

	Actual Expenditures 1975-76	Annual Budget 1976-77	Account No. Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages	23,304	23,372	25,708	25,708	25,708
10 Permanent
12 Temp. & Part Time
13 Other	400	400	400
Less Abatements
Total Salaries & Wages	<u>23,304</u>	<u>23,372</u>	<u>26,108</u>	<u>26,108</u>	<u>26,108</u>
Employee Overhead	4,541	3,437	3,437
15 Employer Payroll Expenses
Less Abatements
TOTAL EMPLOYEE SERVICES	<u>23,304</u>	<u>23,372</u>	<u>30,649</u>	<u>29,545</u>	<u>29,545</u>
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing
21 Utilities	2,519	2,500	3,000	3,000	3,000
22 Telephone & Telegraph	204	204	60	60
23 Office Supplies
24 Travel & Meetings
25 Vehicle Expense
26 Duplicating Charges
27 Auto Mileage
28 Spec. Supplies & Serv.	38,776	43,200	42,357	42,357	42,357
29 Small Tools & Equipment
30 Maintenance of Equipment
31 Building Repairs & Maint.
32 Rent
33 Dues & Subscriptions
34 Professional Services
35 School & Training Expense
36 Insurance
38 Outside Contracts
39 Other Expense
40 Property Tax	24	24	24	24	24
41 Concession License	20	20	20
TOTAL MAINT. & OPERATION	<u>41,319</u>	<u>45,928</u>	<u>45,605</u>	<u>45,461</u>	<u>45,461</u>
<u>CAPITAL OUTLAY</u>					
92 Building Improvements
93 Imprv. Other Than Bldgs.	981	500	825	825	825
94 Office Equipment
95 Mobile Equipment
96 Other Equipment
98 Less Abatements
TOTAL CAPITAL OUTLAY	<u>981</u>	<u>500</u>	<u>825</u>	<u>825</u>	<u>825</u>

CITY OF NAPLES
 Departmental Budget 1977-78
PARKS & RECREATION DEPARTMENT
 (Fishing Pier)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees 4 Concession Workers	25,708	25,708
13 Overtime	<u>400</u>	<u>400</u>
Total Employee Salaries & Wages	26,108	26,108
<u>Employee Overhead</u>		
15 Employer Payroll Expenses	4,541	3,437
TOTAL EMPLOYEE SERVICES	<u>30,649</u>	<u>29,545</u>
 <u>MAINTENANCE & OPERATION</u>		
21 Utilities Electric, Water, Sewer, Trash	3,000	3,000
22 Telephone & Telegraph	204	60
28 Special Supplies & Services Miscellaneous Repairs (Electric, Plumbing, Signs, Vandalism)	500	500
Special Laborer Wages	300	300
Commercial Sink	50	50
2 Flush-ometers	50	50
Purchases: Beverages	9,000	9,000
Candy	5,000	5,000
Ice Cream	700	700
Food	5,000	5,000
Bait	15,000	15,000
Tackle	2,100	2,100
Cigaretts (Misc.)	3,400	3,400
Lumber	1,257	1,257
	<u>42,357</u>	<u>42,357</u>

CITY OF NAPLES
 Departmental Budget 1977-78
PARKS & RECREATION DEPARTMENT (Cont.)
 (Fishing Pier)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
40 Personal Property Tax	24	24
41 Concession License	20	20
TOTAL MAINTENANCE & OPERATION	45,461	45,461
 <u>CAPITAL OUTLAY</u>		
93 Improvement Other Than Buildings		
Fish Cleaning Tables (replacement)	150	150
Paint Restrooms	300	300
Pump for Shrimp Tank (replacement)	175	175
Shrimp Tank (rebuild)	200	200
TOTAL CAPITAL OUTLAY	825	825

CITY OF NAPLES
 Departmental Budget 1977-78
PARKS & RECREATION DEPARTMENT
 (Vending Supplies)
 Account No. _____

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
Employee Services	-0-	-0-	-0-	-0-	-0-
Maintenance & Operation	18,176	20,000	21,440	21,440	21,440
Capital Outlay	-0-	-0-	-0-	-0-	-0-
TOTAL	18,176	20,000	21,440	21,440	21,440

This division of the Parks & Recreation Department is responsible for purchasing and selling cold drinks, candy, etc., through vending machines. It is also responsible for the collection of monies and the payment of bills. Stocking of machines is assigned to the personnel employed in the various locations where vending machines are placed.

PARKS & RECREATION DEPARTMENT
(Vending Supplies)

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1975-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
EMPLOYEE SERVICES					
<u>Employee Salaries & Wages</u>					
10 Permanent
12 Temp. & Part Time
13 Other
Less Abatements
Total Salaries & Wages
<u>Employee Overhead</u>					
15 Employer Payroll Expenses
Less Abatements
TOTAL EMPLOYEE SERVICES	=====	=====	=====	=====	=====
MAINTENANCE & OPERATION					
20 Advertising & Printing
21 Utilities
22 Telephone & Telegraph
23 Office Supplies
24 Travel & Meetings
25 Vehicle Expense
26 Duplicating Charges
27 Auto Mileage
28 Spec. Supplies & Serv.	18,176	20,000	21,440	21,440	21,440
29 Small Tools & Equipment
30 Maintenance of Equipment
31 Building Repairs & Maint.
32 Rent
33 Dues & Subscriptions
34 Professional Services
35 School & Training Expense
36 Insurance
38 Outside Contracts
39 Other Expense
.....
.....
TOTAL MAINT. & OPERATION	<u>18,176</u>	<u>20,000</u>	<u>21,440</u>	<u>21,440</u>	<u>21,440</u>
CAPITAL OUTLAY					
92 Building Improvements
93 Imprv. Other Than Bldgs.
94 Office Equipment
95 Mobile Equipment
96 Other Equipment
98 Less Abatements
TOTAL CAPITAL OUTLAY	=====	=====	=====	=====	=====

CITY OF NAPLES
Departmental Budget 1977-78

PARKS & RECREATION DEPARTMENT
(Vending Supplies)

Account No. _____

RECOMMENDED

APPROVED

MAINTENANCE & OPERATION

28	Special Supplies & Services		
	Soda, Candy, Potato Chips, Etc.,		
	Sales Tax	21,440	21,440

CITY OF NAPLES
Departmental Budget 1977-78

PARKS & RECREATION DEPARTMENT
(Tennis Program)
Account No. _____

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
Employee Services	<u>11,769</u>	<u>16,348</u>	<u>20,657</u>	<u>20,457</u>	<u>20,457</u>
Maintenance & Operation	<u>2,252</u>	<u>3,804</u>	<u>5,609</u>	<u>5,059</u>	<u>5,059</u>
Capital Outlay	<u>4,000</u>	<u>8,370</u>	<u>8,050</u>	<u>6,800</u>	<u>6,800</u>
 TOTAL	 <u><u>18,021</u></u>	 <u><u>28,522</u></u>	 <u><u>34,316</u></u>	 <u><u>32,316</u></u>	 <u><u>32,316</u></u>

This department is responsible for the collection of all permit fees and records. It also assigns courts on a day-to-day and reservation basis as well as conducting tournaments and monitoring courts for maintenance and repair.

PARKS & RECREATION DEPT.
(Tennis Program)

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
EMPLOYEE SERVICES					
Employee Salaries & Wages					
10 Permanent	11,769	16,348	18,562	18,562	18,562
12 Temp. & Part Time					
13 Other			400	200	200
Less Abatements					
Total Salaries & Wages	11,769		18,962	18,762	18,762
Employee Overhead					
15 Employer Payroll Expenses			1,695	1,695	1,695
Less Abatements					
TOTAL EMPLOYEE SERVICES	<u>11,769</u>	<u>16,348</u>	<u>20,657</u>	<u>20,457</u>	<u>20,457</u>
MAINTENANCE & OPERATION					
20 Advertising & Printing	124		135	135	135
21 Utilities	824	2,800	3,400	2,900	2,900
22 Telephone & Telegraph	204	204	204	154	154
23 Office Supplies					
24 Travel & Meetings					
25 Vehicle Expense					
26 Duplicating Charges					
27 Auto Mileage					
28 Spec. Supplies & Serv.	1,000	700	1,770	1,770	1,770
29 Small Tools & Equipment	100	100	100	100	100
30 Maintenance of Equipment					
31 Building Repairs & Maint.					
32 Rent					
33 Dues & Subscriptions					
34 Professional Services					
35 School & Training Expense					
36 Insurance					
38 Outside Contracts					
39 Other Expense					

TOTAL MAINT. & OPERATION	<u>2,252</u>	<u>3,804</u>	<u>5,609</u>	<u>5,059</u>	<u>5,059</u>
CAPITAL OUTLAY					
92 Building Improvements					
93 Imprv. Other Than Bldgs.	4,000	8,370	8,050	6,800	6,800
94 Office Equipment					
95 Mobile Equipment					
96 Other Equipment					
98 Less Abatements					
TOTAL CAPITAL OUTLAY	<u>4,000</u>	<u>8,370</u>	<u>8,050</u>	<u>6,800</u>	<u>6,800</u>

CITY OF NAPLES
 Departmental Budget 1977-78
 PARKS & RECREATION DEPARTMENT
 (Tennis Program)
 Account No. _____

<u>EMPLOYEE SERVICES</u>	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Tennis Pro (Contract)	6,300	6,300
2 Tennis Aides	<u>12,262</u>	<u>12,262</u>
	18,562	18,562
13 Other		
Overtime	<u>200</u>	<u>200</u>
Total Employee Salaries & Wages	18,762	18,762
<u>Employee Overhead</u>		
15 Employer Payroll Expense	<u>1,695</u>	<u>1,695</u>
TOTAL EMPLOYEE SERVICES	<u>20,457</u>	<u>20,457</u>
 <u>MAINTENANCE & OPERATION</u>		
20 Advertising & Printing		
Reservation Sheets	65	65
Permits	<u>70</u>	<u>70</u>
	135	135
21 Utilities	2,900	2,900
22 Telephone	154	154
28 Special Supplies & Services		
Tournaments (12)	700	700
Tennis Nets (11), Light Bulbs	770	770
Wind Screens	<u>300</u>	<u>300</u>
	1,770	1,770
29 Small Tools & Equipment		
Squeegees	<u>100</u>	<u>100</u>
TOTAL MAINTENANCE & OPERATION	5,059	5,059

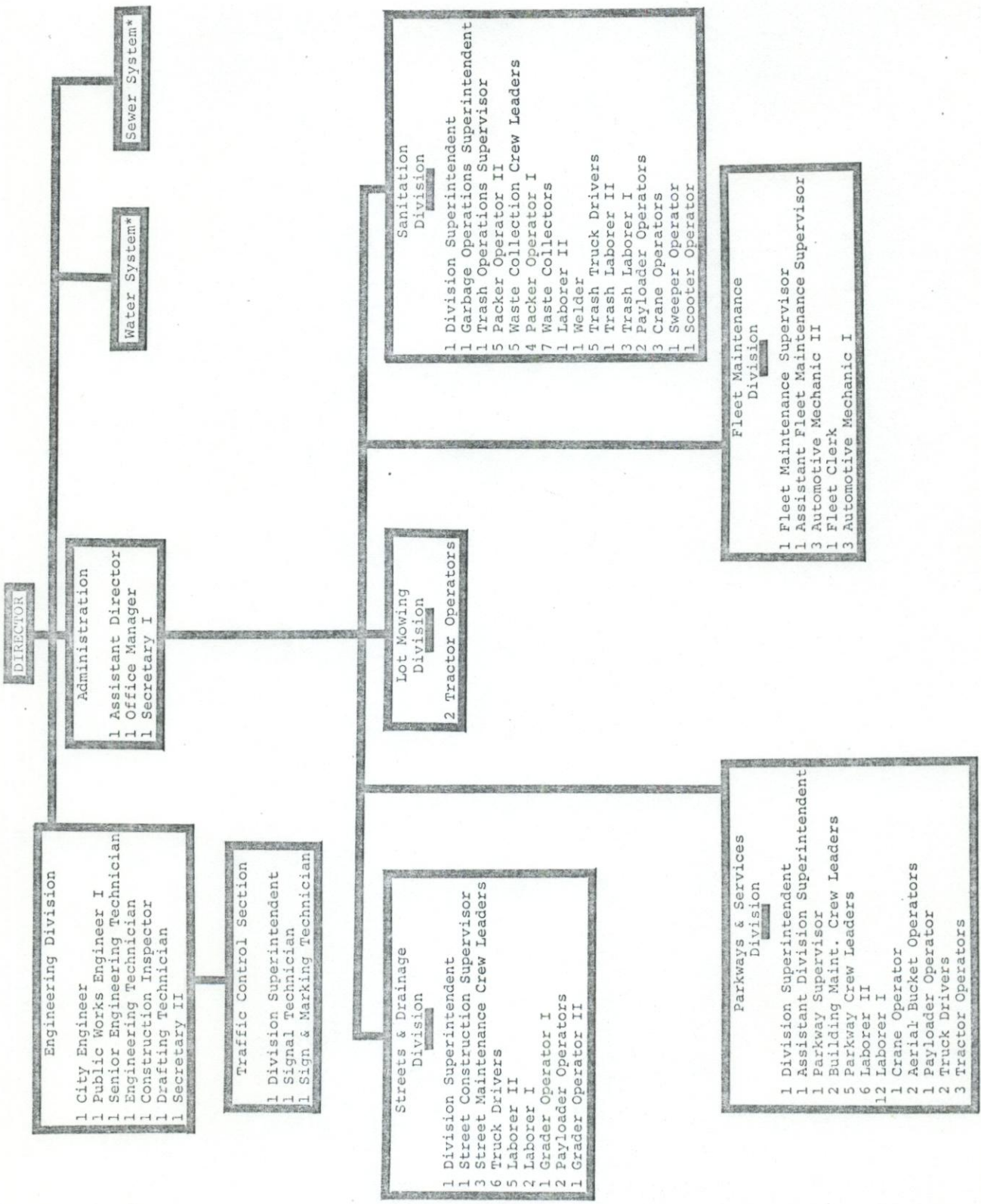
CITY OF NAPLES
Departmental Budget 1977-78

PARKS & RECREATION DEPARTMENT
(Tennis Program)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>CAPITAL OUTLAY</u>		
93 Improvements Other Than Buildings		
Asphalt for walkways around tennis complex	750	750
Resurface Courts (3)	4,000	4,000
Water Cooler	200	200
Build Chickee	750	750
Concrete Pad For Chickee	300	300
Rethatch Chickees (2)	<u>800</u>	<u>800</u>
TOTAL CAPITAL OUTLAY	6,800	6,800

PUBLIC WORKS



*See individual sections.

CITY OF NAPLES
Departmental Budget 1977-78

PUBLIC WORKS DEPARTMENT
(Administration)

Account No. _____

	<u>Actual Expenditures 1975-76</u>	<u>Annual Budget 1976-77</u>	<u>Department Request 1977-78</u>	<u>City Manager Recommends 1977-78</u>	<u>Council Approval 1977-78</u>
Employee Services	77,783	70,906	81,347	81,347	81,347
Maintenance & Operation	7,093	8,325	10,235	9,135	9,135
Capital Outlay	355	435	600	600	600
 TOTAL	 <u>85,231</u>	 <u>79,666</u>	 <u>92,182</u>	 <u>91,082</u>	 <u>91,082</u>

The administrative arm of the Public Works Department provides support services to its divisions and staff.

NEW PROGRAMS & PROJECTS

Develop new master plan for Public Works yard.

PUBLIC WORKS DEPARTMENT
(Administration)

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
EMPLOYEE SERVICES					
<u>Employee Salaries & Wages</u>					
10 Permanent	69,141	70,906	72,283	72,283	72,283
12 Temp. & Part Time					
13 Other					
Less Abatements					
Total Salaries & Wages	69,141	70,906	72,283	72,283	72,283
<u>Employee Overhead</u>					
15 Employer Payroll Expenses	8,642		9,064	9,064	9,064
Less Abatements					
TOTAL EMPLOYEE SERVICES	<u>77,783</u>	<u>70,906</u>	<u>81,347</u>	<u>81,347</u>	<u>81,347</u>
MAINTENANCE & OPERATION					
20 Advertising & Printing					
21 Utilities					
22 Telephone & Telegraph	3,620	3,200	3,000	2,500	2,500
23 Office Supplies	1,024	1,200	750	750	750
24 Travel & Meetings	231	500	570	570	570
25 Vehicle Expense	630	575	525	525	525
26 Duplicating Charges	934		3,000	3,000	3,000
27 Auto Mileage					
28 Spec. Supplies & Serv.			200	200	200
29 Small Tools & Equipment					
30 Maintenance of Equipment	274	450	450	250	250
31 Building Repairs & Maint.					
32 Rent		1,500			
33 Dues & Subscriptions	117	100	440	440	440
34 Professional Services					
35 School & Training Expense					
36 Insurance					
38 Outside Contracts					
39 Other Expense	219	800	1,300	900	900

TOTAL MAINT. & OPERATION	<u>7,093</u>	<u>8,325</u>	<u>10,235</u>	<u>9,135</u>	<u>9,135</u>
CAPITAL OUTLAY					
92 Building Improvements					
93 Imprv. Other Than Bldgs.					
94 Office Equipment	355	435	600	600	600
95 Mobile Equipment					
96 Other Equipment					
98 Less Abatements					
TOTAL CAPITAL OUTLAY	<u>355</u>	<u>435</u>	<u>600</u>	<u>600</u>	<u>600</u>

CITY OF NAPLES
Departmental Budget 1977-78

PUBLIC WORKS DEPARTMENT
(Administration)
Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Public Works Director	33,371	33,371
1 Assistant Public Works Director	21,772	21,772
1 Office Manager	9,526	9,526
1 Secretary I	7,614	7,614
Total Employee Salaries & Wages	72,283	72,283
<u>Employee Overhead</u>		
15 Employer Payroll Expense		
Retirement	5,059	5,059
Social Security	3,073	3,073
Workmen's Compensation	202	202
Health Insurance	670	670
Life Insurance	60	60
Total Employee Overhead	9,064	9,064
TOTAL EMPLOYEE SERVICES	81,347	81,347
 <u>MAINTENANCE & OPERATION</u>		
22 Telephone & Telegraph	2,500	2,500
23 Office Supplies	750	750
24 Travel & Meetings	570	570
25 Vehicle Expense	525	525
26 Duplicating Charges	3,000	3,000
	7,345	7,345

CITY OF NAPLES
Departmental Budget 1977-78

PUBLIC WORKS DEPARTMENT
(Administration) - (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
28 Special Supplies & Services	200	200
30 Maintenance of Equipment	250	250
33 Dues & Subscriptions	440	440
39 Other Expense Safety Awards	<u>900</u>	<u>900</u>
TOTAL MAINTENANCE & OPERATION	<u>9,135</u>	<u>9,135</u>
<u>CAPITAL OUTLAY</u>		
94 Office Equipment	<u>600</u>	<u>600</u>
TOTAL CAPITAL OUTLAY	<u>600</u>	<u>600</u>

CITY OF NAPLES
 Departmental Budget 1977-78
PUBLIC WORKS DEPARTMENT
 (Engineering Division)

Account No. _____

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
Employee Services	38,507	27,204	69,652	49,431	49,431
Maintenance & Operation	5,970	6,620	9,670	8,390	8,390
Capital Outlay	1,459	780	1,010	470	470
 TOTAL	 45,936	 34,604	 80,332	 58,291	 58,291

The Engineering Division is responsible for design and inspection of capital improvement projects accomplished by the Street Division of the Public Works Department. It performs design and construction management of contract work for roadways, drainage, parks development site work, parking lots and other projects; processes and inspect permits for driveways, street excavations, sidewalks and utility installations; and provides engineering services to the various departments of the City administration. In addition, the Engineering Division provides traffic engineering services for in-house construction, maintenance and operation of City roadways; provides traffic engineering and traffic planning liaison with the Florida Department of Transportation and County Engineer; processes dredge permits; prepares recommendations and cost development of capital improvement projects; reviews water and sewer main extension plans and specifications; and investigates roadway and drainage complaints.

NEW PROGRAMS & PROJECTS:

Will initiate water mapping, in-house.

CITY OF NAPLES
Departmental Budget 1977-78

PUBLIC WORKS DEPARTMENT
(Engineering Division)

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
EMPLOYEE SERVICES					
<u>Employee Salaries & Wages</u>					
10 Permanent	69,544	27,204	98,644	80,419	80,419
12 Temp. & Part Time			1,820	1,820	1,820
13 Other					
Less Abatements	(44,597)		(42,000)	(42,000)	(42,000)
Total Salaries & Wages	24,947	27,204	58,464	40,239	40,239
<u>Employee Overhead</u>					
15 Employer Payroll Expenses			19,078	15,674	15,674
Less Abatements			(7,890)	(6,482)	(6,482)
TOTAL EMPLOYEE SERVICES	<u>24,947</u>	<u>27,204</u>	<u>69,652</u>	<u>49,431</u>	<u>49,431</u>
MAINTENANCE & OPERATION					
20 Advertising & Printing					
21 Utilities					
22 Telephone & Telegraph	589	700	1,000	800	800
23 Office Supplies	423	200	500	500	500
24 Travel & Meetings	736	1,200	1,300	870	870
25 Vehicle Expense	2,440	2,300	2,500	2,200	2,200
26 Duplicating Charges			300	300	300
27 Auto Mileage					
28 Spec. Supplies & Serv.	1,269	1,600	2,350	2,100	2,100
29 Small Tools & Equipment			200	200	200
30 Maintenance of Equipment		100	300	200	200
31 Building Repairs & Maint.	119	220	220	220	220
32 Rent					
33 Dues & Subscriptions					
34 Professional Services					
35 School & Training Expense					
36 Insurance					
38 Outside Contracts					
39 Other Expense	394	300	1,000	1,000	1,000
TOTAL MAINT. & OPERATION	<u>5,970</u>	<u>6,620</u>	<u>9,670</u>	<u>8,390</u>	<u>8,390</u>
CAPITAL OUTLAY					
92 Building Improvements					
93 Imprv. Other Than Bldgs.					
94 Office Equipment	1,459	600	1,010	470	470
95 Mobile Equipment					
96 Other Equipment		180			
98 Less Abatements					
TOTAL CAPITAL OUTLAY	<u>1,459</u>	<u>780</u>	<u>1,010</u>	<u>470</u>	<u>470</u>

CITY OF NAPLES
 Departmental Budget 1977-78

PUBLIC WORKS DEPARTMENT
 (Engineering Division)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 City Engineer	25,000	25,000
1 Public Works Engineer I	-0-	-0-
1 Senior Engineering Technician	15,094	15,094
1 Engineering Technician	12,506	12,506
1 Construction Inspector	9,826	9,826
1 Drafting Technician	9,759	9,759
1 Secretary II	8,234	8,234
	80,419	80,419
12 Temporary & Part Time Employees		
1 Engineering Aide	1,820	1,820
Less Abatements	(42,000)	(42,000)
Total Employee Salaries & Wages	40,239	40,239
<u>Employee Overhead</u>		
15 Employer Payroll Expense		
Retirement	5,629	5,629
Social Security	4,266	4,266
Workmen's Compensation	4,925	4,925
Health Insurance	749	749
Life Insurance	105	105
	15,674	15,674
Less Abatements	(6,482)	(6,482)
Total Employee Overhead	9,192	9,192
TOTAL EMPLOYEE SERVICES	49,431	49,431

CITY OF NAPLES
 Departmental Budget 1977-78
PUBLIC WORKS DEPARTMENT (Cont.)
(Engineering Division)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION</u>		
22 Telephone & Telegraph	800	800
23 Office Supplies	500	500
24 Travel & Meetings		
Florida Shore & Beach Preservation Association - Annal Meeting		
Florida Institute of Traffic Engineers (4 Quarterly Meetings)		
Stormwater Management Workshop, University of Florida		
Solid Waste Management Short Course, University of Florida/		
Florida Department of Environmental Regulation		
Coastal Engineering Short Course, University of Florida		
Florida Engineering Society - Annual Meeting		
Florida Engineering Society - Environmental Short Course		
	870	870
25 Vehicle Expense	2,200	2,200
26 Duplicating Charges	300	300
28 Special Supplies & Services		
Drafting Supplies	200	200
Surveying Supplies	600	600
Printing (Maps & Drawings)	600	600
Uniforms	400	400
Reference Books	300	300
	2,100	2,100
29 Small Tools & Equipment		
Step Stool	30	30
Hand Tools	30	30
Rules & Measuring Tapes	25	25
Range Pole	30	30
Stick File	75	75
Miscellaneous	10	10
	200	200

CITY OF NAPLES
 Departmental Budget 1977-78

PUBLIC WORKS DEPARTMENT (Cont.)
 (Engineering Division)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
30 Maintenance of Equipment	200	200
33 Dues & Subscriptions	220	220
39 Other Expense Includes fees for permits, soil testing, film, etc.	1,000	1,000
TOTAL MAINTENANCE & OPERATION	8,390	8,390
 <u>CAPITAL OUTLAY</u>		
94 Office Equipment		
File Cabinet	120	120
Blueprint Cabinet	350	350
Desk	-0-	-0-
Chair	-0-	-0-
Refrigerator	-0-	-0-
TOTAL CAPITAL OUTLAY	470	470

CITY OF NAPLES
 Departmental Budget 1977-78
 PUBLIC WORKS DEPARTMENT
 (Engineering Division - Traffic Control Section)
 Account No. _____

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
Employee Services	<u>34,435</u>	<u>36,484</u>	<u>46,538</u>	<u>45,553</u>	<u>45,553</u>
Maintenance & Operation	<u>125,731</u>	<u>143,458</u>	<u>151,950</u>	<u>151,015</u>	<u>151,015</u>
Capital Outlay	<u>6,527</u>	<u>1,000</u>	<u>1,078</u>	<u>1,078</u>	<u>1,078</u>
TOTAL	<u><u>166,693</u></u>	<u><u>180,942</u></u>	<u><u>199,566</u></u>	<u><u>197,646</u></u>	<u><u>197,646</u></u>

The Traffic Control Section of the Engineering Division maintains city-owned street lights with the assistance of Florida Power and Light Company and underwrites the maintenance of other street lights in the community through Florida Power and Light. The section is responsible for installing and maintaining traffic signs and signals on city streets and maintains traffic signals on state roadways within the city limits.

Pavement marking, parking meter installation, and, upon request, traffic counts, are handled by this section.

PUBLIC WORKS DEPARTMENT
(Engineering Division -

CITY OF NAPLES
Departmental Budget 1977-78
Traffic Control Section)

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
EMPLOYEE SERVICES					
Employee Salaries & Wages					
10 Permanent	34,435	43,690	35,297	35,297	35,297
12 Temp. & Part Time					
13 Other			3,500	2,800	2,800
Less Abatements					
Total Salaries & Wages			38,797	38,097	38,097
Employee Overhead					
15 Employer Payroll Expenses			7,741	7,456	7,456
Less Abatements					
TOTAL EMPLOYEE SERVICES	34,435	43,690	46,538	45,553	45,553
MAINTENANCE & OPERATION					
20 Advertising & Printing					
21 Utilities	111,827	123,700	131,820	131,820	131,820
22 Telephone & Telegraph	500	790	500	375	375
23 Office Supplies					
24 Travel & Meetings	121		220	120	120
25 Vehicle Expense	2,412	2,000	2,910	2,200	2,200
26 Duplicating Charges					
27 Auto Mileage	30		120	120	120
28 Spec. Supplies & Serv.	10,508	10,968	15,440	15,440	15,440
29 Small Tools & Equipment	33		200	200	200
30 Maintenance of Equipment	300	6,000	500	500	500
31 Building Repairs & Maint.					
32 Rent					
33 Dues & Subscriptions					
34 Professional Services					
35 School & Training Expense			240	240	240
36 Insurance					
38 Outside Contracts					
39 Other Expense					
TOTAL MAINT. & OPERATION	125,731	143,458	151,950	151,015	151,015
CAPITAL OUTLAY					
92 Building Improvements			400	400	400
93 Imprv. Other Than Bldgs.					
94 Office Equipment			203	203	203
95 Mobile Equipment	6,527				
96 Other Equipment			475	475	475
98 Less Abatements					
TOTAL CAPITAL OUTLAY			1,078	1,078	1,078

CITY OF NAPLES
Departmental Budget 1977-78

PUBLIC WORKS DEPARTMENT
(Engineering Division - Traffic Control Section)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Division Superintendent	14,591	14,591
1 Signal Technician	11,535	11,535
1 Sign & Marking Technician	9,171	9,171
13 Other		
Overtime & Standby	<u>3,500</u>	<u>2,800</u>
Total Employee Salaries & Wages	38,797	38,097
 <u>Employee Overhead</u>		
15 Employer Payroll Expense		
Retirement	2,471	2,471
Social Security	2,229	2,229
Workmen's Compensation	2,320	2,320
Health Insurance	392	392
Life Insurance	<u>44</u>	<u>44</u>
Total Employee Overhead	7,456	7,456
TOTAL EMPLOYEE SERVICES	<u>45,553</u>	<u>45,553</u>
 21 Utilities		
Monthly Bills For Street & Traffic Lights	120,000	120,000
Maintenance of City-owned Street Lights	5,000	5,000
Installation of Street Lights	5,720	5,720
Upgrade Street Lights On 3rd Street. Change Incandescent to Vapor	<u>1,100</u>	<u>1,100</u>
	<u>131,820</u>	<u>131,820</u>

CITY OF NAPLES
Departmental Budget 1977-78

PUBLIC WORKS DEPARTMENT (Cont.)
(Engineering Division - Traffic Control Section
Account No. _____)

	<u>RECOMMENDED</u>	<u>APPROVED</u>
22 Telephone & Telegraph	375	375
24 Travel & Meetings		
I.M.S.A. 8th Annual Conference		
3 Days @ \$40 (Supt.)	120	120
Unscheduled Travel Expenses	0	0
	120	120
25 Vehicle Expense	2,200	2,200
27 Auto Expense		
Mileage	120	120
28 Special Supplies & Services		
Signs	4,000	4,000
Posts & Hardware	1,500	1,500
Striping Powder	2,000	2,000
Paint	500	500
Plastic Marking Tape	1,000	1,000
Relays	2,000	2,000
Signals	1,000	1,000
Detectors	600	600
Spare Modules	1,500	1,500
Electrical Supplies	600	600
Electronic Supplies	300	300
Uniforms	440	440
	15,440	15,440
29 Small Tools & Equipment	200	200
30 Maintenance of Equipment	500	500
35 School & Training Expense		
I.M.S.A. Hands On Training		
3 Days @ \$40 (Maint. Foreman)	120	120
Singer or Eagle Equipment		
Training Seminar, 3 Days @		
\$40 (Signal Technician)	120	120
	240	240

CITY OF NAPLES
 Departmental Budget 1977-78
PUBLIC WORKS DEPARTMENT (Cont.)
 (Engineering Division - Traffic Control Section)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>CAPITAL OUTLAY</u>		
92 Building Improvements		
New Air Conditioner for Shop	400	400
94 Office Equipment		
Junior Executive Chair	97	97
1 Three-drawer File Cabinet	106	106
96 Other Equipment		
Power Supplies, Testing Equipment	475	475
TOTAL CAPITAL OUTLAY	1,078	1,078

CITY OF NAPLES
Departmental Budget 1977-78

PUBLIC WORKS DEPARTMENT/STREETS & DRAINAGE DIVISION

Account No. _____

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
Employee Services	<u>118,077</u>	<u>122,711</u>	<u>185,926</u>	<u>178,557</u>	<u>178,557</u>
Maintenance & Operation	<u>106,774</u>	<u>118,400</u>	<u>111,400</u>	<u>107,400</u>	<u>107,400</u>
Capital Outlay	<u>33,720</u>	<u>1,600</u>	<u>1,600</u>	<u>1,600</u>	<u>1,600</u>
 TOTAL	 <u>258,571</u>	 <u>242,711</u>	 <u>298,926</u>	 <u>287,557</u>	 <u>287,557</u>

The Streets & Drainage Division of the Public Works Department is charged with the responsibility for maintenance of all streets and auxiliary roadways within the City of Naples. It also is in charge of certain reconstruction and improvement projects.

PUBLIC WORKS/
STREETS & DRAINAGE DIVISION

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages	164,749	122,711	191,393	191,393	191,393
10 Permanent
12 Temp. & Part Time
13 Other	14,300	8,300	8,300
Less Abatements To C.I.	90,000		56,000	56,000	56,000
Total Salaries & Wages	74,749	122,711	149,693	143,693	143,693
Employee Overhead	43,328		49,823	48,454	48,454
15 Employer Payroll Expenses
Less Abatements To C.I.			13,590	13,590	13,590
TOTAL EMPLOYEE SERVICES	118,077	122,711	185,926	178,557	178,557
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing
21 Utilities
22 Telephone & Telegraph
23 Office Supplies
24 Travel & Meetings
25 Vehicle Expense	30,475	27,000	35,000	35,000	35,000
26 Duplicating Charges
27 Auto Mileage
28 Spec. Supplies & Serv.	72,990	88,000	40,000	40,000	40,000
29 Small Tools & Equipment	254	400	400	400	400
30 Maintenance of Equipment
31 Building Repairs & Maint.
32 Rent	1,144	1,500	1,500	1,500	1,500
33 Dues & Subscriptions
34 Professional Services
35 School & Training Expense
36 Insurance
38 Outside Contracts
39 Other Expense (Misc.)	1,911	1,800	1,500	1,500	1,500
TOTAL	106,774	118,400	153,400	149,400	149,400
Less Abatements	(42,000)	(42,000)	(42,000)
TOTAL MAINT. & OPERATION	106,774	118,400	111,400	107,400	107,400
<u>CAPITAL OUTLAY</u>					
92 Building Improvements
93 Imprv. Other Than Bldgs.
94 Office Equipment	33,720
95 Mobile Equipment	1,600	1,600	1,600	1,600
96 Other Equipment
98 Less Abatements
TOTAL CAPITAL OUTLAY	33,720	1,600	1,600	1,600	1,600

CITY OF NAPLES
Departmental Budget 1977-78

PUBLIC WORKS DEPARTMENT/STREETS & DRAINAGE DIVISION

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Division Superintendent	16,675	16,675
1 Street Construction Supervisor	11,918	11,918
3 Street Maintenance Crew Leaders	28,984	28,984
6 Truck Drivers	44,634	44,634
5 Laborer II	36,166	36,166
2 Laborer I	13,810	13,810
1 Grader Operator I	9,506	9,506
2 Payloader Operators	18,927	18,927
1 Grader Operator II	10,773	10,773
	191,393	191,393
13 Other		
Overtime	8,000	8,000
Standby	300	300
	8,300	8,300
Total Employee Salaries & Wages	191,693	191,693
<u>Employee Overhead</u>		
15 Employer Payroll Expense		
Retirement	13,398	13,398
Social Security	11,665	11,665
Workmen's Compensation/Const.	7,791	7,791
Workmen's Compensation/Maint.	11,873	11,873
Health Insurance	3,432	3,432
Life Insurance	295	295
Total Employee Overhead	48,454	48,454
	240,147	240,147
Less C.I. Abatements	69,590	69,590
TOTAL EMPLOYEE SERVICES	178,557	178,557

CITY OF NAPLES
Departmental Budget 1977-78

PUBLIC WORKS DEPARTMENT/STREETS & DRAINAGE DIVISION (Cont.)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION</u>		
25 Vehicle Expense	31,000	31,000
28 Special Supplies & Services	43,000	43,000
29 Small Tools & Equipment	400	400
32 Rent	1,500	1,500
38 Outside Contracts	72,000	72,000
39 Other Expense Miscellaneous	<u>1,500</u>	<u>1,500</u>
	149,400	149,400
Less Abatements	<u>42,000</u>	<u>42,000</u>
TOTAL MAINTENANCE & OPERATION	<u>107,400</u>	<u>107,400</u>
<u>CAPITAL OUTLAY</u>		
96 Other Equipment	<u>1,600</u>	<u>1,600</u>
TOTAL CAPITAL OUTLAY	<u>1,600</u>	<u>1,600</u>

CITY OF NAPLES
 Departmental Budget 1977-78
PUBLIC WORKS DEPARTMENT
 (Sanitation Division)

Account No. _____

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
Employee Services	502,491	433,374	532,903	529,003	529,003
Maintenance & Operation	215,830	200,000	200,600	192,800	192,800
Capital Outlay	13,543	16,000	9,300	9,300	9,300
 TOTAL	 731,864	 649,374	 742,803	 731,103	 731,103

NEW PROGRAMS & PROJECTS
 Analysis of trash pick-up scheduling

PUBLIC WORKS DEPT.
(Sanitation Division)

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages	502,491	506,682	404,667	404,667	404,667
10 Permanent
12 Temp. & Part Time
13 Other	17,900	14,000	14,000
Less Abatements
Total Salaries & Wages	422,567	418,667	418,667
Employee Overhead	502,491	506,682	110,336	110,366	110,366
15 Employer Payroll Expenses
Less Abatements
TOTAL EMPLOYEE SERVICES	<u>502,491</u>	<u>506,682</u>	<u>532,903</u>	<u>529,003</u>	<u>529,003</u>
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing
21 Utilities
22 Telephone & Telegraph	200	200	200
23 Office Supplies	400	400	400
24 Travel & Meetings
25 Vehicle Expense	187,803	168,000	168,000	165,000	165,000
26 Duplicating Charges
27 Auto Mileage
28 Spec. Supplies & Serv.	6,298	12,500	10,700	10,700	10,700
29 Small Tools & Equipment
30 Maintenance of Equipment
31 Building Repairs & Maint.
32 Rent	10,312	10,000	10,000	10,000	10,000
33 Dues & Subscriptions
34 Professional Services
35 School & Training Expense
36 Insurance
38 Outside Contracts
39 Other Expense	11,417	9,500	11,300	6,500	6,500
.....
.....
TOTAL MAINT. & OPERATION	<u>215,830</u>	<u>200,000</u>	<u>200,600</u>	<u>192,800</u>	<u>192,800</u>
<u>CAPITAL OUTLAY</u>					
92 Building Improvements
93 Imprv. Other Than Bldgs.
94 Office Equipment
95 Mobile Equipment
96 Other Equipment	13,543	16,000	9,300	9,300	9,300
98 Less Abatements
TOTAL CAPITAL OUTLAY	<u>13,543</u>	<u>16,000</u>	<u>9,300</u>	<u>9,300</u>	<u>9,300</u>

CITY OF NAPLES
Departmental Budget 1977-78

PUBLIC WORKS DEPARTMENT
(Sanitation Division)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Division Superintendent	16,973	16,973
1 Garbage Operations Superintendent	13,329	13,329
1 Trash Operations Supervisor	12,649	12,649
5 Packer Operators II	57,890	57,890
5 Waste Collection Crew Leaders	50,922	50,922
4 Packer Operators I	38,141	38,141
7 Waste Collectors	60,464	60,464
1 Laborer II	7,369	7,369
1 Welder	9,909	9,909
5 Trash Truck Drivers	38,856	38,856
1 Trash Laborer II	7,429	7,429
3 Trash Laborers I	20,453	20,453
2 Payloader Operators	19,012	19,012
3 Crane Operators	28,993	28,993
1 Sweeper Operator	12,036	12,036
1 Scooter Operator	10,242	10,242
	404,667	404,667
13 Other		
Overtime & Holiday	14,000	14,000
Total Employee Salaries & Wages	418,667	418,667
<u>Employee Overhead</u>		
15 Employer Payroll Expense		
Retirement	28,327	28,327
Social Security	23,673	23,673
Workmen's Compensation	52,323	52,323
Health Insurance	5,389	5,389
Life Insurance	624	624
Total Employee Overhead	110,336	110,336
TOTAL EMPLOYEE SERVICES	529,003	529,003

CITY OF NAPLES
Departmental Budget 1977-78

PUBLIC WORKS DEPARTMENT (Cont.)
(Sanitation Division)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION</u>		
20 Telephone & Telegraph	200	200
24 Travel & Meetings	400	400
Industrial Sanitation Seminar		
Miscellaneous		
25 Vehicle Expense	165,000	165,000
28 Special Supplies & Services	10,700	10,700
Chemicals (Spray)		
Gloves, Raincoats		
Tote Cans		
Truck Covers		
32 Rent	10,000	10,000
Dozer & Dragline - Trash Disposal Site		
39 Container Repairs, Painting, Etc.	<u>6,500</u>	<u>6,500</u>
TOTAL MAINTENANCE & OPERATION	<u>192,800</u>	<u>192,800</u>
<u>CAPITAL OUTLAY</u>		
96 Other Equipment		
23 Commercial Containers	8,280	8,280
2 Container Replacements	720	720
1 Water Cooler	<u>300</u>	<u>300</u>
TOTAL CAPITAL OUTLAY	<u>9,300</u>	<u>9,300</u>

CITY OF NAPLES
 Departmental Budget 1977-78
PUBLIC WORKS DEPARTMENT
 (Lot Mowing Division)

Account No. _____

	<u>Actual Expenditures 1975-76</u>	<u>Annual Budget 1976-77</u>	<u>Department Request 1977-78</u>	<u>City Manager Recommends 1977-78</u>	<u>Council Approval 1977-78</u>
Employee Services	<u>17,703</u>	<u>15,481</u>	<u>18,599</u>	<u>18,599</u>	<u>18,599</u>
Maintenance & Operation	<u>11,578</u>	<u>10,100</u>	<u>10,100</u>	<u>5,000</u>	<u>5,000</u>
Capital Outlay	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
 TOTAL	 <u>29,281</u>	 <u>25,581</u>	 <u>28,699</u>	 <u>23,599</u>	 <u>23,599</u>

The Lot Mowing Division of the Public Works Department provides a service for the owners of vacant lots within the City of Naples by mowing the property on a regular schedule for which the owner is billed.

PUBLIC WORKS DEPT.
 (Lot Mowing Division)

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages	17,703	15,481	15,582	15,582	15,582
10 Permanent
12 Temp. & Part Time
13 Other
Less Abatements
Total Salaries & Wages	<u>17,703</u>	<u>15,481</u>	<u>15,582</u>	<u>15,582</u>	<u>15,582</u>
Employee Overhead			3,017	3,017	3,017
15 Employer Payroll Expenses
Less Abatements
TOTAL EMPLOYEE SERVICES	<u>17,703</u>	<u>15,481</u>	<u>18,599</u>	<u>18,599</u>	<u>18,599</u>
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing
21 Utilities
22 Telephone & Telegraph
23 Office Supplies
24 Travel & Meetings
25 Vehicle Expense	11,578	10,100	10,100	5,000	5,000
26 Duplicating Charges
27 Auto Mileage
28 Spec. Supplies & Serv.
29 Small Tools & Equipment
30 Maintenance of Equipment
31 Building Repairs & Maint.
32 Rent
33 Dues & Subscriptions
34 Professional Services
35 School & Training Expense
36 Insurance
38 Outside Contracts
39 Other Expense
.....
.....
TOTAL MAINT. & OPERATION	<u>11,578</u>	<u>10,100</u>	<u>10,100</u>	<u>5,000</u>	<u>5,000</u>
<u>CAPITAL OUTLAY</u>					
92 Building Improvements
93 Imprv. Other Than Bldgs.
94 Office Equipment
95 Mobile Equipment
96 Other Equipment
98 Less Abatements
TOTAL CAPITAL OUTLAY

CITY OF NAPLES
 Departmental Budget 1977-78
PUBLIC WORKS DEPARTMENT
 (Lot Mowing Division)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees 2 Tractor Operators	15,582	15,582
<u>Employee Overhead</u>		
15 Employer Payroll Expense		
Retirement	1,090	1,090
Social Security	912	912
Workman's Compensation	707	707
Health Insurance	278	278
Life Insurance	30	30
Total Employee Overhead	3,017	3,017
TOTAL EMPLOYEE SERVICES	<u>18,599</u>	<u>18,599</u>
<u>MAINTENANCE & OPERATION</u>		
25 Vehicle Expense	5,000	5,000
TOTAL MAINTENANCE & OPERATION	<u>5,000</u>	<u>5,000</u>

CITY OF NAPLES
 Departmental Budget 1977-78
 PUBLIC WORKS DEPARTMENT
 (Parkways & Services Division)
 Account No. _____

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
Employee Services	276,298	280,820	369,563	360,480	360,480
Maintenance & Operation	103,	110,950	111,755	111,755	111,755
Capital Outlay	19,535	9,725	3,000	3,000	3,000
 TOTAL	 399,021	 401,495	 484,318	 475,235	 475,235

The Parkways & Services Division of the Public Works Department provides maintenance and development of the City's parkways and rights-of-way as well as other public lands not assigned to other departments. This division also maintains City buildings.

PUBLIC WORKS DEPARTMENT
(Parkways & Services Division)

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages	249,017	280,820	321,603	313,872	313,872
10 Permanent
12 Temp. & Part Time
13 Other
Less Abatements	(21,000)		(11,550)	(11,550)	(11,550)
Total Salaries & Wages	228,017	280,820	310,053	302,322	302,322
Employee Overhead					
15 Employer Payroll Expenses	61,710	60,358	60,358
Less Abatements	(2,200)	(2,200)	(2,200)
TOTAL EMPLOYEE SERVICES	<u>228,017</u>	<u>280,820</u>	<u>369,563</u>	<u>360,480</u>	<u>360,480</u>
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing
21 Utilities	11,500	20,000	13,000	14,000	14,000
22 Telephone & Telegraph
23 Office Supplies	100	100	100
24 Travel & Meetings	100	100	100
25 Vehicle Expense	51,827	40,000	40,000	40,000	40,000
26 Duplicating Charges
27 Auto Mileage
28 Spec. Supplies & Serv.	17,541	22,000	29,000	28,100	28,100
29 Small Tools & Equipment	762	1,500	2,000	2,000	2,000
30 Maintenance of Equipment
31 Building Repairs & Maint.
32 Rent	130	200	200	100	100
33 Dues & Subscriptions	30	30	30
34 Professional Services
35 School & Training Expense	75	75	75
36 Insurance
38 Outside Contracts	15,522	23,250	23,250	23,250	23,250
39 Other Expense	5,906	4,000	4,000	4,000	4,000
.....
.....
TOTAL MAINT. & OPERATION	<u>103,188</u>	<u>110,950</u>	<u>111,755</u>	<u>111,755</u>	<u>111,755</u>
<u>CAPITAL OUTLAY</u>					
92 Building Improvements
93 Imprv. Other Than Bldgs.
94 Office Equipment
95 Mobile Equipment	16,535
96 Other Equipment	3,000	9,725	3,000	3,000	3,000
98 Less Abatements
TOTAL CAPITAL OUTLAY	<u>19,535</u>	<u>9,725</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>

CITY OF NAPLES
 Departmental Budget 1977-78
PUBLIC WORKS DEPARTMENT
 (Parkways & Services Division)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Division Superintendent	15,430	15,430
1 Assistant Division Superintendent	13,622	13,622
1 Parkway Supervisor	10,414	10,414
2 Building Maintenance Crew Leaders	18,816	18,816
5 Parkway Crew Leaders	46,985	46,985
6 Laborer II	45,684	45,684
12 Laborer I	83,382	83,382
1 Crane Operator	9,023	9,023
2 Aerial Bucket Operators	20,492	20,492
1 Payloader Operator	9,871	9,871
2 Truck Drivers	18,570	18,570
3 Tractor Operators	21,583	21,583
	<u>313,872</u>	<u>313,872</u>
 New Employees Requested		
1 Laborer II, Fifth Avenue	-0-	-0-
	<u>313,872</u>	<u>313,872</u>
Less Abatements	(11,550)	(11,550)
 Total Employee Salaries & Wages	 302,322	 302,322
<u>Employee Overhead</u>		
15 Employer Payroll Expense		
Retirement	21,971	21,971
Social Security	18,362	18,362
Workmen's Compensation	14,241	14,241
Health Insurance	5,292	5,292
Life Insurance	492	492
	<u>60,358</u>	<u>60,358</u>
Less Abatements	(2,200)	(2,200)
 Total Employee Overhead	 <u>58,158</u>	 <u>58,158</u>
 TOTAL EMPLOYEE SERVICES	 <u><u>360,480</u></u>	 <u><u>360,480</u></u>

CITY OF NAPLES
 Departmental Budget 1977-78
 PUBLIC WORKS DEPARTMENT (Cont.)
 (Parkways & Services Division)

Account No. _____

		<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION</u>			
21	Utilities Water	14,000	14,000
23	Office Supplies	100	100
24	Travel & Meetings State Horticultural Meeting (Annual)	100	100
25	Vehicle Expense	40,000	40,000
28	Special Supplies & Services		
	Uniforms	4,100	4,100
	Trees & Plantings	4,000	4,000
	Irrigation Supplies	5,000	5,000
	Fertilizer & Sprays	12,000	12,000
	Beach & Lakes Maintenance	3,000	3,000
		<u>28,100</u>	<u>28,100</u>
29	Small Tools & Equipment	2,000	2,000
32	Rent Equipment	100	100
33	Dues & Subscriptions Professional Grounds Maintenance Association, Fairchild Tropical Gardens	30	30
35	School & Training Expense P.G.M.A. Seminar, Uncheduled University of Florids Extension Service Seminars	75	75
38	Outside Contracts Lethal Yellowing Injections	23,250	23,250
39	Other Expense Gloves, Rain gear, Batteries, Miscellaneous	4,000	4,000
	TOTAL MAINTENANCE & OPERATION	<u><u>111,755</u></u>	<u><u>111,755</u></u>

CITY OF NAPLES
 Departmental Budget 1977-78
PUBLIC WORKS DEPARTMENT (Cont.)
 (Parkways & Services Division)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>CAPITAL OUTLAY</u>		
96 Other Equipment		
3 Hedge Trimmers @ \$195 (Replacement)	585	585
1 Chain Saw @ \$189 (Replacement)	189	189
2 Snapper Mowers @ \$335 (Replacement)	670	670
2 Bunton Edgers @ \$280 (Replacement)	560	560
2 Kee Mowers @ \$498 (Replacement)	996	996
	<u>3,000</u>	<u>3,000</u>
TOTAL CAPITAL OUTLAY	<u>3,000</u>	<u>3,000</u>

CITY OF NAPLES
 Departmental Budget 1977-78
PUBLIC WORKS DEPARTMENT
 (Fleet Maintenance Division)

Account No. _____

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
Employee Services	100,521	92,322	125,209	115,609	115,609
Maintenance & Operation	227,499	194,600	284,321	274,616	274,616
Capital Outlay	2,851	4,965	6,600	5,600	5,600
TOTAL	330,871	291,887	416,130	395,825	395,825
LESS ABATEMENTS	330,871	291,887		395,825	395,825
TOTAL	-0-	-0-		-0-	-0-

The Fleet Maintenance Division of the Public Works Department provides repair and servicing of vehicles assigned to Public Works and all other City departments.

PUBLIC WORKS DEPARTMENT
(Fleet Maintenance Division)

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
EMPLOYEE SERVICES					
Employee Salaries & Wages					
10 Permanent	84,876	92,322	104,815	96,830	96,830
12 Temp. & Part Time
13 Other
Less Abatements	(84,876)	(92,322)	(104,815)	(96,830)	(96,830)
Total Salaries & Wages	-0-	-0-	-0-	-0-	-0-
Employee Overhead					
15 Employer Payroll Expenses	20,394	18,779	18,779
Less Abatements	(20,394)	(18,779)	(18,779)
TOTAL EMPLOYEE SERVICES	<u>.....</u>	<u>.....</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
MAINTENANCE & OPERATION					
20 Advertising & Printing
21 Utilities	6,263	7,600	7,600	8,116	8,116
22 Telephone & Telegraph	737	800	800	675	675
23 Office Supplies	394	600	600	600	600
24 Travel & Meetings
25 Vehicle Expense	1,358	600	600	600	600
26 Duplicating Charges
27 Auto Mileage
28 Spec. Supplies & Serv.	1,290	1,000	1,200	1,000	1,000
29 Small Tools & Equipment	2,000	2,000	2,000
30 Maintenance of Equipment
31 Building Repairs & Maint.	3,000	3,000	3,000	3,000
32 Rent
33 Dues & Subscriptions
34 Professional Services
35 School & Training Expense	500	500	500
36 Insurance
38 Outside Contracts
39 Other Expense	10,885	11,000	12,000	10,400	10,400
41 Auto Parts & Supplies	206,572	170,000	256,021	247,725	247,725
Less Abatements	(227,499)	(194,600)	(284,321)	(274,616)	(274,616)
TOTAL MAINT. & OPERATION	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
CAPITAL OUTLAY					
92 Building Improvements	925	2,500
93 Imprv. Other Than Bldgs.
94 Office Equipment	2,465
95 Mobile Equipment
96 Other Equipment	1,926	6,600	5,600	5,600
98 Less Abatements	(2,851)	(4,965)	(6,600)	(5,600)	(5,600)
TOTAL CAPITAL OUTLAY	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>

CITY OF NAPLES
Departmental Budget 1977-78

PUBLIC WORKS DEPARTMENT
(Fleet Maintenance Division)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Fleet Maintenance Supervisor	13,297	13,297
1 Assistant Fleet Maintenance Supervisor	11,787	11,787
3 Automotive Machanic II	35,361	35,361
1 Fleet Clerk	7,861	7,861
3 Automotive Mechanic I	28,518	28,518
	<u>96,830</u>	<u>96,830</u>
New Employees Requested		
1 Automotive Service Attendant II	-0-	-0-
	<u>96,830</u>	<u>96,830</u>
Less Abatements	(96,830)	(96,830)
Total Employee Salaries & Wages	-0-	-0-
<u>Employee Overhead</u>		
15 Employer Payroll Expense		
Retirement	6,779	6,779
Social Security	5,665	5,665
Workmen's Compensation	4,951	4,951
Health Insurance	1,236	1,236
Life Insurance	148	148
	<u>18,779</u>	<u>18,779</u>
Less Abatements	(18,779)	(18,779)
Total Employee Overhead	-0-	-0-
TOTAL EMPLOYEE SERVICES	<u>115,609</u>	<u>115,609</u>

CITY OF NAPLES
 Departmental Budget 1977-78
PUBLIC WORKS DEPARTMENT (Cont.)
 (Fleet Maintenance Division)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION</u>		
21 Utilities	8,116	8,116
22 Telephone & Telegraph	675	675
23 Office Supplies	.600	.600
25 Vehicle Expense	600	600
28 Special Supplies & Services	1,000	1,000
29 Small Tools & Equipment	2,000	2,000
31 Building Repairs & Maintenance	3,000	3,000
35 School & Training Expense	500	500
39 Other Expense		
Yard Maintenance	2,400	2,400
Shop Supplies	8,000	8,000
	10,400	10,400
41 Auto Parts & Supplies		
Gasoline		
Other Motive Fuels		
Oil & Lubricants		
Automotive Repair Parts		
Tires & Tubes		
Outside Repairs		
	247,725	247,725
	274,616	274,616
Less Abatements	(274,616)	(274,616)
TOTAL MAINTENANCE & OPERATION	-0-	-0-

CITY OF NAPLES
Departmental Budget 1977-78

PUBLIC WORKS DEPARTMENT (Cont.)
(Fleet Maintenance Division)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>CAPITAL OUTLAY</u>		
96 Other Equipment		
Overhead Grease System	2,300	2,300
1 Truck Power Gate	1,000	1,000
Electric Welder	600	600
Hydraulic Hose Repair Machine	1,700	1,700
Miscellaneous Tools	-0-	-0-
	<u>5,600</u>	<u>5,600</u>
98 Less Abatements	<u>(5,600)</u>	<u>(5,600)</u>
TOTAL CAPITAL OUTLAY	<u>-0-</u>	<u>-0-</u>

MISCELLANEOUS

NON DEPARTMENTAL

<u>ACCOUNT</u>		<u>AMOUNT</u>
26	Preparation of Budget	550
28	Moving Expenses	4,000
	Trailer Moving Expense	3,000
29	Small Tools & Equipment	
	Moveable Partitions	2,000
32	Hydrant Rental	3,840
33	Dues & Subscriptions	
	Florida League of Cities	1,650
	Florida Public Employer Reporter	230
	Government Information Service	176
	Sister Cities International	125
	S. W. Florida League of Cities	185
36	Insurance	79,490
38	General Insurance Management	6,000
	Collective Bargaining	6,000
	Florida Unemployment Compensation	7,500
39	Special Fuel Tax	2,700
	Election Expense	6,000
	Miscellaneous	2,000
	McDonald Quarters Buildings Acquisition	124,500
		<hr/>
		<u>249,946</u>

EMPLOYEE BENEFITS & CONTRACT SERVICES

	<u>Budget 1975-76</u>	<u>Budget 1976-77</u>	<u>Budget 1977-78</u>
Employee Benefits:			
Social Security	163,751	176,252	-0-
Group Insurance	37,000	44,450	-0-
Employees' General Pension	166,649	151,239	-0-
	<u>367,400</u>	<u>371,941</u>	<u>-0-</u>
Contract Services:			
Animal Control	1,200	1,200	-0-
	<u>1,200</u>	<u>1,200</u>	<u>-0-</u>

CITY OF NAPLES
 Departmental Budget 1977-78
DEBT SERVICE - G.O. BOND AND EQUIPMENT
PRINCIPAL AND INTEREST

Account No. _____

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
Employee Services	-0-	-0-	-0-	-0-	-0-
Maintenance & Operation	170,868	166,741	122,919	122,919	122,919
Capital Outlay	-0-	-0-	-0-	-0-	-0-
 TOTAL	 170,868	 166,741	 122,919	 122,919	 122,919

General obligation bonds in the amount of \$2,000,000 were approved by Ordinance 997. This issue was sold on September 6, 1963. The proceeds from this sale were for the purpose of financing street improvements, acquiring lands for public parks and recreational facilities, including channel dredging and paying the costs of acquiring a site, erecting and equipping buildings thereon for use as a central maintenance and repair facility for the Public Works Department. On June 1, 1977, the outstanding balance is \$1,090,000. The bonds redeemed amount to \$910,000.

Included in 1975-76 expenditures is the final principal and interest payment on equipment note due the Barnett Bank of Naples. Principal amount paid, \$43,500; interest, \$4,442.82.

DEBT SERVICE

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
<u>EMPLOYEE SERVICES</u>					
<u>Employee Salaries & Wages</u>					
10 Permanent
12 Temp. & Part Time
13 Other
Less Abatements
Total Salaries & Wages
<u>Employee Overhead</u>					
15 Employer Payroll Expenses
Less Abatements
TOTAL EMPLOYEE SERVICES	=====	=====	=====	=====	=====
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing
21 Utilities
22 Telephone & Telegraph
23 Office Supplies
24 Travel & Meetings
25 Vehicle Expense
26 Duplicating Charges
27 Auto Mileage
28 Spec. Supplies & Serv.
29 Small Tools & Equipment
30 Maintenance of Equipment
31 Building Repairs & Maint.
32 Rent
33 Dues & Subscriptions
34 Professional Services
35 School & Training Expense
36 Insurance
38 Outside Contracts
39 Other Expense
<u>Principal</u>	123,500	123,500	85,000	85,000	85,000
<u>Interest</u>	47,368	43,241	37,919	37,919	37,919
TOTAL MAINT. & OPERATION	170,868	166,741	122,919	122,919	122,919
<u>CAPITAL OUTLAY</u>					
92 Building Improvements
93 Imprv. Other Than Bldgs.
94 Office Equipment
95 Mobile Equipment
96 Other Equipment
98 Less Abatements
TOTAL CAPITAL OUTLAY	=====	=====	=====	=====	=====

City of Naples

Water System

Summary of Expenditures

	<u>Actual 1975-76</u>	<u>Annual Budget 1976-77</u>	<u>Department Request 1976-77</u>	<u>City Manager Recommends 1977-78</u>	<u>Council Approval 1977-78</u>
Administration	265,233	333,873	291,426	291,426	291,426
Production	789,257	808,599	906,596	903,751	903,751
Distribution	263,183	272,348	356,107	339,171	339,171
Capital Improvement and Debt Service	<u>787,220</u>	<u>852,099</u>	<u>829,263</u>	<u>829,263</u>	<u>829,263</u>
Total Expenditures	2,104,893	2,266,919	2,383,392	2,363,611	2,363,611
Total Revenues*	2,786,955	2,727,000	2,723,500	3,554,344	3,554,344

* Excluding Cash Balance

City of Naples
REVENUE DETAIL
FOR THE FISCAL YEAR 1977-78

Department: Classification	Water System		Actual to 3/31/77	Estimate 4/1/77 to 9/30/77	Estimated Actual 1976-1977	Budget 1976-1977	Dept. Request	Recommended	Approved
	Actual 1974-75	Actual 1975-76							
Water Sales	1,973,067	2,148,857	1,114,947	1,114,000	2,228,947	2,254,000	2,254,000	2,978,044	2,978,044
Hydrant Service	400	4,598	1,250	4,250	10,670	5,500	5,500	10,000	10,000
Tapping Fees	62,212	141,900	75,610	60,000	139,000	85,000	95,000	125,000	125,000
Unit Tapping Fees	264,995	398,826	233,750	167,250	463,000	300,000	250,000	358,800	358,800
Unit Tapping Int. Earned	20,250	28,035	22,471	24,500	46,971	40,000	66,000	30,000	30,000
Reinstallation Fees	3,291	2,223	970	900	1,870	2,500	2,000	2,500	2,500
Connection Charges	21,335	40,754	7,764	14,000	21,764	25,000	21,000	20,000	20,000
Miscellaneous	1,032	115	30	30	60,000				
Interest Earned	34,962	21,647	18,034	17,000	35,034	15,000	30,000	30,000	30,000
Fed. Grant Envi. Agency	283,240			188,300	188,300				
Beginning Cash Balance	710,222	815,871			1,357,289	1,357,289		1,360,000	1,360,000
Subtotals	3,375,006	3,602,826			4,552,845	4,084,289	2,723,500*	4,914,344	4,914,344
Less: Deposit to Constr. Fund	(283,240)								
Totals	3,091,766	3,602,826							

* Beginning Cash Balance Not Included

WATER SYSTEM

Public Works Director

Assistant Public Works Director

Water Production Division

- 1 Division Superintendent
- 1 Assistant Division Supt.
- 1 Operator IV
- 3 Operator III
- 3 Operator II
- 6 Operator I
- 2 Instrument & Lab Technicians
- 1 Maintenance Technician
- 1 Maintenance Mechanic
- 1 Laborer II
- 1 Custodian

Water Distribution Division

- 1 Division Superintendent
- 1 Assistant Division Supt.
- 1 Meter Operations Supervisor
- 3 Meter Readers
- 1 Meter Repairman
- 1 Water Code Inspector
- 1 Clerk Typist
- 3 Water Distribution Supv.
- 1 Construction Crew Leader
- 5 Crew Leaders
- 1 Backhoe Operator
- 12 Laborer II
- 1 Stock & Equipment Controller

CITY OF NAPLES
 Departmental Budget 1977-78
 Water System - Administration

Account No. _____

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
Employee Services	<u>74,047*</u>	<u>77,237*</u>	_____	_____	_____
Maintenance & Operation	<u>191,186</u>	<u>256,636</u>	<u>291,426</u>	<u>291,426</u>	<u>291,426</u>
Capital Outlay	_____	_____	_____	_____	_____
 TOTAL	 <u>265,233</u>	 <u>333,873</u>	 <u>291,426</u>	 <u>291,426</u>	 <u>291,426</u>

* Employee overhead only

The Water System Administration Budget provides for various administrative functions of the Water System.

Water System - Administration

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
<u>EMPLOYEE SERVICES</u>					
<u>Employee Salaries & Wages</u>					
10 Permanent
12 Temp. & Part Time
13 Other
Less Abatements
Total Salaries & Wages
<u>Employee Overhead</u>					
15 Employer Payroll Expenses	...74,047..	77,237
Less Abatements
TOTAL EMPLOYEE SERVICES	<u>74,047</u>	<u>77,237</u>	=====	=====	=====
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing
21 Utilities
22 Telephone & Telegraph
23 Office Supplies
24 Travel & Meetings
25 Vehicle Expense
26 Duplicating Charges
27 Auto Mileage
28 Spec. Supplies & Serv.
29 Small Tools & Equipment
30 Maintenance of Equipment
31 Building Repairs & Maint.
32 Rent
33 Dues & Subscriptions
34 Professional Services
35 School & Training Expense
36 Insurance	...28,186..	..43,294...	50,000	50,000	50,000
38 Outside Contracts	...4,000	...4,000	4,000	4,000	4,000
39 Other Expense
<u>40 Administration</u>	<u>159,000</u>	<u>209,342</u>	<u>237,426</u>	<u>237,426</u>	<u>237,426</u>
TOTAL MAINT. & OPERATION	<u>191,186</u>	<u>256,636</u>	<u>291,426</u>	<u>291,426</u>	<u>291,426</u>
<u>CAPITAL OUTLAY</u>					
92 Building Improvements
93 Imprv. Other Than Bldgs.
94 Office Equipment
95 Mobile Equipment
96 Other Equipment
98 Less Abatements
TOTAL CAPITAL OUTLAY	=====	=====	=====	=====	=====

CITY OF NAPLES
Departmental Budget 1977-78

Water Systems - Administration

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>Maintenance & Operation</u>		
36 Insurance	50,000	50,000
General Liability		
Fleet Liability		
Fire & Lightning		
Flood		
38 Outside Contracts	4,000	4,000
Audit		
40 Administration		
Transfer to General Fund	237,426	237,426

CITY OF NAPLES
 Departmental Budget 1977-78
PUBLIC WORKS DEPARTMENT
 (Water Production Division)

Account No. _____

	<u>Actual Expenditures 1975-76</u>	<u>Annual Budget 1976-77</u>	<u>Department Request 1977-78</u>	<u>City Manager Recommends 1977-78</u>	<u>Council Approval 1977-78</u>
Employee Services	226,515	226,374	279,471	278,476	278,476
Maintenance & Operation	560,742	582,225	625,475	623,625	623,625
Capital Outlay	2,000		1,650	1,650	1,650
TOTAL	<u>789,257</u>	<u>808,599</u>	<u>906,596</u>	<u>903,751</u>	<u>903,751</u>

The function of the production division of the water system is to produce and deliver to the distribution system an adequate and safe supply of high quality, soft, and stabilized water. This is accomplished by the practice of multiple barriers through a modern, up-to-date lime softening plant. The entire operating supervising staff is state certified.

Some additional responsibilities are:

1. Ecology checks on various lakes
2. Monitoring U.S.G.S. wells
3. Inspecting wells permitted in the city
4. Maintaining lake levels for salt water intrusion purposes
5. Construction of equipment and buildings to enhance safety and increase production

PUBLIC WORKS DEPT.
(Water Production Div.)

CITY OF NAPLES
Departmental Budget 1977-78

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
EMPLOYEE SERVICES					
Employee Salaries & Wages	226,515	226,374	233,234	233,234	233,234
10 Permanent	233,234
12 Temp. & Part Time
13 Other	2,000	2,000	2,000
Less Abatements
Total Salaries & Wages	226,515	226,374	235,234	235,234	235,234
Employee Overhead
15 Employer Payroll Expenses	43,554	43,242	43,242
Less Abatements
TOTAL EMPLOYEE SERVICES	<u>226,515</u>	<u>226,374</u>	<u>278,788</u>	<u>278,476</u>	<u>278,476</u>
MAINTENANCE & OPERATION					
20 Advertising & Printing
21 Utilities	257,276	240,000	267,000	267,000	267,000
22 Telephone & Telegraph	4,381	5,000	5,000	5,000	5,000
23 Office Supplies	1,000	1,000	800	800
24 Travel & Meetings	300	300	300	300
25 Vehicle Expense	3,200	2,600	3,100	3,100	3,100
26 Duplicating Charges
27 Auto Mileage
28 Spec. Supplies & Serv.	26,200	23,200	22,300	22,300
29 Small Tools & Equipment	2,449	1,750	3,750	3,000	3,000
30 Maintenance of Equipment	15,630
31 Building Repairs & Maint.	2,496	2,000	2,000	2,000	2,000
32 Rent	12,000	12,450	18,600	18,600	18,600
33 Dues & Subscriptions	232	275	275	275	275
34 Professional Services
35 School & Training Expense	250	1,000	300	300	300
36 Insurance
38 Outside Contracts
39 Other Expense
Tank Maintenance	626	750	750	750	750
Miscellaneous	350	200	200	200	200
Chemicals	257,276	290,000	300,000	300,000	300,000
TOTAL MAINT. & OPERATION	<u>560,742</u>	<u>582,225</u>	<u>625,475</u>	<u>623,625</u>	<u>623,625</u>
CAPITAL OUTLAY					
92 Building Improvements
93 Imprv. Other Than Bldgs.
94 Office Equipment
95 Mobile Equipment
96 Other Equipment	2,000	1,650	1,650	1,650
98 Less Abatements
TOTAL CAPITAL OUTLAY	<u>2,000</u>	<u>.....</u>	<u>1,650</u>	<u>1,650</u>	<u>1,650</u>

CITY OF NAPLES
Departmental Budget 1977-78

PUBLIC WORKS DEPARTMENT
(Water Production Division)

Account No. _____

<u>EMPLOYEE SERVICES</u>	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Division Superintendent	23,600	23,600
1 Asst. Division Supt.	18,724	18,724
1 Operator IV	12,977	12,977
3 Operators III	37,778	37,778
3 Operators II	30,253	30,253
6 Operators I	58,648	58,648
2 Instrument & Lab Technicians	19,652	19,652
1 Maintenance Technician	9,561	9,561
1 Maintenance Mechanic	7,846	7,846
1 Laborer II	7,731	7,731
1 Custodian	6,464	6,464
	<u>233,234</u>	<u>233,234</u>
13 Other		
Overtime & Standby	<u>2,000</u>	<u>2,000</u>
Total Employee Salaries & Wages	235,234	235,234
<u>Employee Overhead</u>		
15 Employer Payroll Expense		
Retirement	16,374	16,374
Social Security	13,279	13,279
Workmen's Compensation	9,144	9,144
Health Insurance	3,900	3,900
Life Insurance	545	545
	<u>43,242</u>	<u>43,242</u>
Total Employee Overhead	43,242	43,242
TOTAL EMPLOYEE SERVICES	<u>278,476</u>	<u>278,476</u>

CITY OF NAPLES
Departmental Budget 1977-78

PUBLIC WORKS DEPARTMENT
(Water Production Division)
Account No. _____

<u>MAINTENANCE & OPERATION</u>	<u>RECOMMENDED</u>	<u>APPROVED</u>
21 Utilities	267,000	267,000
22 Telephone & Telegraph	5,000	5,000
23 Office Supplies	800	800
24 Travel & Meetings American Water Works Assoc., & Florida Pollution Control Assoc. This is a 4-day function attended by the Division Superintendent.	300	300
25 Vehicle Expense	3,100	3,100
28 Special Supplies & Services (Uniforms)	22,300	22,300
29 Small Tools & Equipment	3,000	3,000
31 Building Repairs & Maint.	2,000	2,000
32 Rent	18,600	18,600
33 Dues & Subscriptions	275	275
35 School & Training Expense	300	300
39 Other Expense		
Tank Maintenance	750	750
Miscellaneous	200	200
Chemicals	300,000	300,000
TOTAL MAINTENANCE & OPERATION	<u><u>623,625</u></u>	<u><u>623,625</u></u>
 <u>CAPITAL OUTLAY</u>		
96 Other Equipment		
High Pressure Cleaning Unit (Addition) To reduce maintenance cost of cleaning concrete storage tanks.	1,650	1,650
TOTAL CAPITAL OUTLAY	<u><u>1,650</u></u>	<u><u>1,650</u></u>

CITY OF NAPLES
Departmental Budget 1977-78
PUBLIC WORKS DEPARTMENT
 (Water Distribution Division)
 Account No. _____

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
Employee Services	220,767	209,148	280,307	275,971	275,971
Maintenance & Operation	42,416	51,200	70,800	58,200	58,200
Capital Outlay	-0-	12,000	5,000	5,000	5,000
TOTAL	263,183	272,348	356,107	339,171	339,171

PUBLIC WORKS DEPT.

CITY OF NAPLES
Departmental Budget 1977-78

(Water Distribution Div.)

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
EMPLOYEE SERVICES					
<u>Employee Salaries & Wages</u>					
10 Permanent	220,767	209,148	309,451	309,451	309,451
12 Temp. & Part Time					
13 Other			15,000	12,000	12,000
Less Abatements			95,000	95,000	95,000
Total Salaries & Wages	220,767	209,148	229,451	226,451	226,451
<u>Employee Overhead</u>					
15 Employer Payroll Expenses			70,806	69,470	69,470
Less Abatements			19,950	19,950	19,950
TOTAL EMPLOYEE SERVICES	<u>220,767</u>	<u>209,148</u>	<u>280,307</u>	<u>275,971</u>	<u>275,971</u>
MAINTENANCE & OPERATION					
20 Advertising & Printing					
21 Utilities					
22 Telephone & Telegraph		1,000	1,000	600	600
23 Office Supplies			400	400	400
24 Travel & Meetings					
25 Vehicle Expense	26,019	24,600	31,000	29,000	29,000
26 Duplicating Charges					
27 Auto Mileage					
28 Spec. Supplies & Serv.	10,647	11,500	31,500	22,000	22,000
29 Small Tools & Equipment	5,750	2,500	2,500	2,200	2,200
30 Maintenance of Equipment					
31 Building Repairs & Maint.					
32 Rent			1,000	1,000	1,000
33 Dues & Subscriptions					
34 Professional Services		10,000			
35 School & Training Expense					
36 Insurance					
38 Outside Contracts					
39 Other Expense					
<u>Safety Awards</u>		600	800	400	400
<u>Miscellaneous</u>		1,000	1,000	1,000	1,000
<u>Purchases from Central Stores</u>			1,600	1,600	1,600
TOTAL MAINT. & OPERATION	<u>42,416</u>	<u>51,200</u>	<u>70,800</u>	<u>58,200</u>	<u>58,200</u>
CAPITAL OUTLAY					
92 Building Improvements					
93 Imprv. Other Than Bldgs.					
94 Office Equipment					
95 Mobile Equipment					
96 Other Equipment		1,500	5,000	5,000	5,000
98 Less Abatements					
TOTAL CAPITAL OUTLAY		<u>1,500</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>

CITY OF NAPLES
 Departmental Budget 1977-78
PUBLIC WORKS DEPARTMENT
 (Water Distribution Division)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Division Superintendent	19,601	19,601
1 Assistant Superintendent	15,803	15,803
1 Meter Operations Supervisor	13,088	13,088
3 Meter Readers	26,028	26,028
1 Meter Repairman	8,238	8,238
1 Water Code Inspector	10,043	10,043
1 Clerk Typist	7,122	7,122
3 Water Distribution Supv.	33,305	33,305
1 Construction Crew Leader	12,292	12,292
5 Crew Leaders	51,042	51,042
1 Backhoe Operator	9,981	9,981
12 Laborers II	93,755	93,755
1 Stock & Equipment Controller	9,153	9,153
	<u>309,451</u>	<u>309,451</u>
13 Other		
Overtime	<u>12,000</u>	<u>12,000</u>
	321,451	321,451
Less Abatements	(95,000)	(95,000)
Total Employee Salaries & Wages	226,451	226,451
<u>Employee Overhead</u>		
15 Employer Payroll Expense		
Retirement	21,662	21,662
Social Security	18,694	18,694
Workmen's Compensation	23,944	23,944
Health Insurance	4,690	4,690
Life Insurance	480	480
	<u>69,470</u>	<u>69,470</u>
Total Employee Overhead	69,470	69,470
Less Abatements	(19,950)	(19,950)
TOTAL EMPLOYEE SERVICES	<u>275,971</u>	<u>275,971</u>

CITY OF NAPLES
Departmental Budget 1977-78

PUBLIC WORKS DEPARTMENT
(Water Distribution Division)
Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION</u>		
22 Telephone & Telegraph	600	600
23 Office Supplies	400	400
25 Vehicle Expense	29,000	29,000
28 Special Supplies & Services	22,000	22,000
29 Small Tools & Equipment	2,200	2,200
32 Rent	1,000	1,000
39 Other Expenses		
Safety Awards	400	400
Miscellaneous	1,000	1,000
Purchases From Central Stores (Safety Equipment, Small Hard- ware Items)	1,600	1,600
	58,200	58,200
<u>CAPITAL OUTLAY</u>		
96 Other Equipment		
Ductile Iron Pipe Cutters (New)	1,900	1,900
Hydraulic Cutters (Replacement)	1,000	1,000
2 - 3" Mud Hog Pumps (Replc.)	1,400	1,400
2 - Fire Hydrant Pressure Guages, Recording Type (Additional)	700	700
	5,000	5,000

CITY OF NAPLES
 Departmental Budget 1977-78
 Water System Capital Improvement and Debt Service

Account No. _____

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
Employee Services	_____	_____	_____	_____	_____
Maintenance & Operation	_____	_____	_____	_____	_____
Capital Outlay	318,927	379,750	354,912	354,912	354,912
Debt Service	468,293	472,349	474,351	474,351	474,351
TOTAL	<u>787,220</u>	<u>852,099</u>	<u>829,263</u>	<u>829,263</u>	<u>829,263</u>

CITY OF NAPLES
 Departmental Budget 1977-78

Water System Capital Improvements and Debt Service

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
EMPLOYEE SERVICES					
<u>Employee Salaries & Wages</u>					
10 Permanent
12 Temp. & Part Time
13 Other
Less Abatements
Total Salaries & Wages
<u>Employee Overhead</u>					
15 Employer Payroll Expenses
Less Abatements
TOTAL EMPLOYEE SERVICES	=====	=====	=====	=====	=====
MAINTENANCE & OPERATION					
20 Advertising & Printing
21 Utilities
22 Telephone & Telegraph
23 Office Supplies
24 Travel & Meetings
25 Vehicle Expense
26 Duplicating Charges
27 Auto Mileage
28 Spec. Supplies & Serv.
29 Small Tools & Equipment
30 Maintenance of Equipment
31 Building Repairs & Maint.
32 Rent
33 Dues & Subscriptions
34 Professional Services
35 School & Training Expense
36 Insurance
38 Outside Contracts
39 Other Expense
-----
-----
-----
TOTAL MAINT. & OPERATION	=====	=====	=====	=====	=====
CAPITAL OUTLAY					
92 Building Improvements
93 Imprv. Other Than Bldgs.	5,000	5,000	5,000
94 Office Equipment
95 Mobile Equipment
96 Other Equipment	16,270	26,750	16,912	16,912	16,912
97 Contribution to Depre.	120,000	163,000	163,000	163,000	163,000
98 Main Installation	30,088	40,000	45,000	45,000	45,000
99 Meter Installation	152,569	150,000	125,000	125,000	125,000
Total Capital Outlay	<u>\$318,927</u>	<u>\$379,750</u>	<u>\$354,912</u>	<u>\$354,912</u>	<u>354,912</u>

CITY OF NAPLES
Departmental Budget 1977-78

Water System Capital Improvements and Debt Service

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>Capital Outlay</u>		
93 Imprv. other than Bldgs. Construction materials and labor for by-pass and relocation of cross valve at East Naples Pumping Station	5,000	5,000
95 Mobile Equipment 4 1/2 ton Pick-up Truck (3 replacements, 1 addition)	16,912	16,912
97 Contribution to Depreciation	163,000	163,000
98 Main installation	45,000	45,000
99 Meter Installation	<u>125,000</u>	<u>125,000</u>
Total Capital Outlay	<u>\$354,912</u>	<u>\$354,912</u>

<u>DEBT SERVICE</u>	<u>Actual Expend. 1975-76</u>	<u>Annual Budget 1976-77</u>	<u>Department Request 1977-78</u>	<u>City Manager Recommends 1977-78</u>	<u>Council Approval 1977-78</u>
100 Principal	\$147,833	\$152,343	\$158,781	\$158,781	\$158,781
101 Interest	307,778	305,835	285,386	285,386	285,386
102 Reserve	12,276	13,750	29,738	29,738	29,738
103 Paying Agent's Fees	406	421	446	446	446
 TOTAL DEBT SERVICE	 \$468,293	 \$472,349	 \$474,351	 \$474,351	 \$474,351

DEBT SERVICE
WATER-SEWER BOND PAYMENTS
DUE 1977-78

Bond Issue	Grand Totals	Payments Due To			Paying Agents Fees	Average Interest	Principal Balance After 1976-77 Payments	Charge To	
		Reserve	Principal	Interest				Water System	Sewer System
1967 W-S Revenue Bond Interest Due 8/1 & 2/1 Annually, Principal Due 2/1 Less Interest Earned			W 10,648 S 9,352	W 38,290 S 33,630	W 46 S 41			48,984	43,023
Totals Due This Issue	92,007		20,000	71,920	87	4.42%	2,025,000	48,984	43,023
1971 W-S Revenue Bonds Interest Due 8/1 & 2/1 Annually, Principal Due 2/1 Less Interest Earned		W 12,550 S 12,450 25,000	W 17,570 S 17,430 35,000	W 88,951 S 88,242 186,193 (9,000)	W 74 S 74			50.20%	49.80%
Totals Due This Issue	237,341	25,000	35,000	177,193	148	5.41%	3,345,000	119,145	118,196
1973 W-S Revenue Bonds Interest Due 8/1 & 2/1 Annually, Principal Due 2/1 Less Interest Earned		W 17,188 S 7,812 25,000	W 51,563 S 23,437 75,000	W 133,662 S 60,756 206,918 (12,500)	W 142 S 64 206		2,985,000	68.75%	31.25%
Totals Due This Issue	294,624	25,000	75,000	194,418	206	6.80%		202,555	92,069
1950 Issue Water Revenue Certs. On This and The Following Issues Interest Due 8/1 & 2/1 Principal Due 2/1 1954 Issue Water Revenue Certs. 1958 Issue Water Revenue Certs. 1963 Issue Water Revenue Certs. Less Interest Earned			16,000 8,000 37,000 18,000	2,380 7,183 7,128 18,952 35,643 (11,160)	23 31 57 73				
Total Due 1950-63 Issues	103,667		79,000	24,483	184			103,667	
Total All Issues	727,639	50,000	209,000	468,014	625				
Total Water Department Share		29,738	158,781	285,386	446			474,351	253,288
Total Sewer Department Share		20,262	50,219	182,628	254				

City of Naples
Water & Sewer Systems
Summary of Expenditures
 - Sewer System -

	<u>Actual 1975-76</u>	<u>Annual Budget 1976-77</u>	<u>Department Request 1977-78</u>	<u>City Mgr. Recommends 1977-78</u>	<u>Council Approval 1977-78</u>
Administration	117,172	140,609	109,148	109,148	109,148
Wastewater Collection	88,657	120,296	185,705	166,000	166,000
Wastewater Treatment	344,759	350,027	430,518	427,009	427,009
Capital Improvement and Debt Service	<u>340,010</u>	<u>363,277</u>	<u>406,922</u>	<u>406,922</u>	<u>406,922</u>
Totals	890,598	974,209	1,132,293	1,109,079	1,109,079

City of Naples

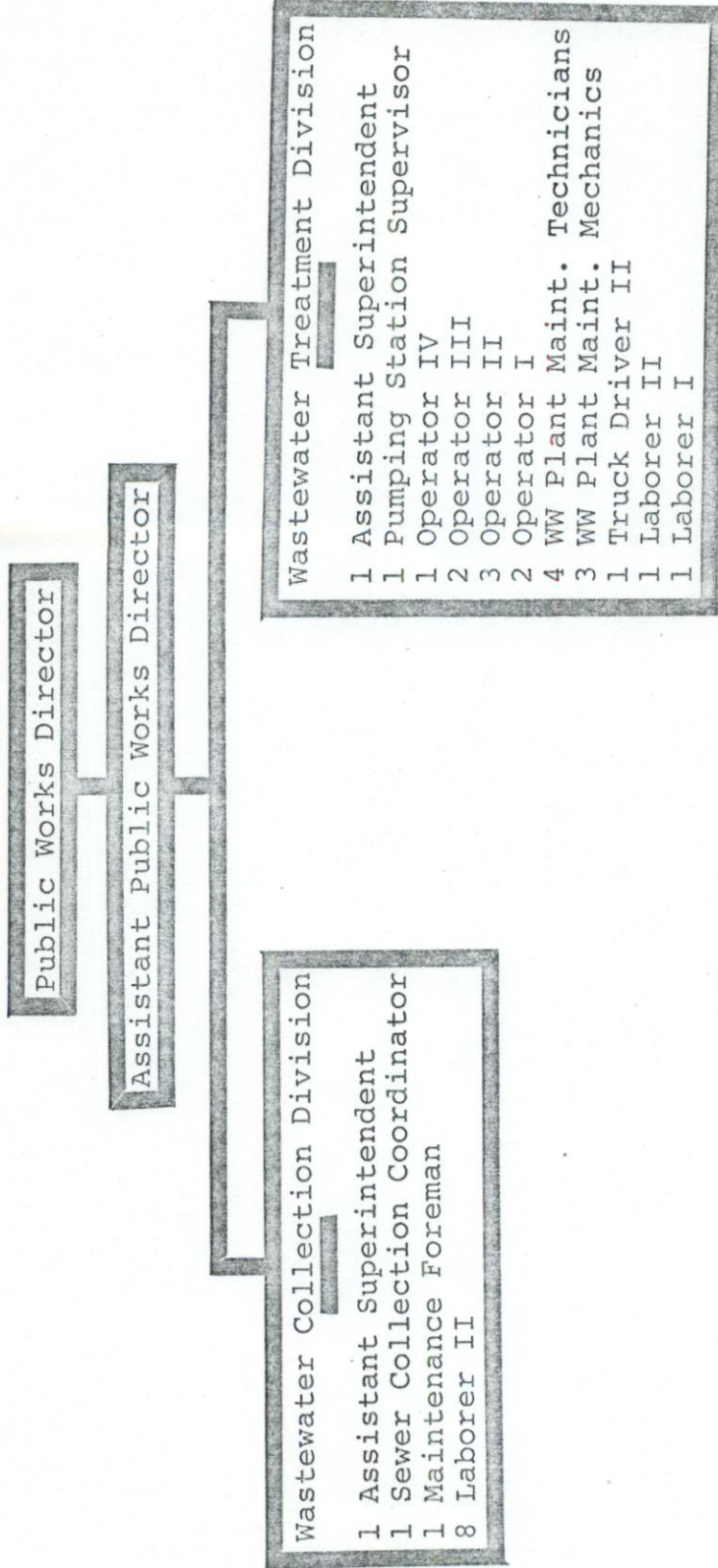
REVENUE DETAIL
FOR THE FISCAL YEAR 1977-78

Department: Sewer System

Classification	Actual 1974-75	Actual 1975-76	-Actual to 3/31/77	Estimate 4/1/77 to 5/30/77	Estimated Actual 1976-1977	Budget 1976-1977	Dept. Request	Recommended	Approved
Revenue-Operating									
Service Income	405,491	700,879	398,360	422,000	820,360	840,000	830,000	1,038,752	1,038,752
Sewage Tank Disposals		3,450	3,030	2,900	5,930	3,200	5,000		
Connection Charges	13,703	28,788	1,665	1,600	3,265	3,000	3,200	2,000	2,000
Inspection Charges	2,924	4,950	1,560	500	2,060	1,600	2,000	2,000	2,000
System Develop Charges		18,390	30,690	15,800	75,000	50,000	40,000	50,000	50,000
Subtotals	422,118	756,457	435,305	442,800	906,615	897,800	880,200	1,092,752	1,092,752
Interest-Sewer Develop. Charges			859	1,400	2,259		3,000	1,000	1,000
Interest Earned	19,186	5,518	2,342	2,400	4,742	9,000	4,500	4,500	4,500
Misc. Revenue									
Subtotals	19,186	5,518	3,201	3,800	7,001	9,000	7,500	5,500	5,500
Federal Grants					188,300			390,000	390,000
Beginning Cash Balance	253,153				99,140	99,140		60,000	60,000
Totals					1,201,056	1,005,940	887,700*	1,548,252	1,548,252

* Beginning Cash Balance Not Included

SEWER SYSTEM



Public Works Director

Assistant Public Works Director

Wastewater Collection Division

- 1 Assistant Superintendent
- 1 Sewer Collection Coordinator
- 1 Maintenance Foreman
- 8 Laborer II

Wastewater Treatment Division

- 1 Assistant Superintendent
- 1 Pumping Station Supervisor
- 1 Operator IV
- 2 Operator III
- 3 Operator II
- 2 Operator I
- 4 WW Plant Maint. Technicians
- 3 WW Plant Maint. Mechanics
- 1 Truck Driver II
- 1 Laborer II
- 1 Laborer I

CITY OF NAPLES
 Departmental Budget 1977-78
 Sewer System - Administration

Account No. _____

	<u>Actual Expenditures 1975-76</u>	<u>Annual Budget 1976-77</u>	<u>Department Request 1977-78</u>	<u>City Manager Recommends 1977-78</u>	<u>Council Approval 1977-78</u>
Employee Services	<u>29,983*</u>	<u>39,055*</u>	<u> </u>	<u> </u>	<u> </u>
Maintenance & Operation	<u>87,189</u>	<u>101,554</u>	<u>109,148</u>	<u>109,148</u>	<u>109,148</u>
Capital Outlay	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
 TOTAL	 <u>117,172</u>	 <u>140,609</u>	 <u>109,148</u>	 <u>109,148</u>	 <u>109,148</u>

* Employee overhead only

The Sewer System Administration budget provides for various administrative functions of the Sewer System.

CITY OF NAPLES
 Departmental Budget 1977-78
 Sewer System - Administration

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
<u>EMPLOYEE SERVICES</u>					
<u>Employee Salaries & Wages</u>					
10 Permanent
12 Temp. & Part Time
13 Other
Less Abatements
Total Salaries & Wages
<u>Employee Overhead</u>					
15 Employer Payroll Expenses	29,983	39,055
Less Abatements
TOTAL EMPLOYEE SERVICES	<u>29,983</u>	<u>39,055</u>
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing
21 Utilities
22 Telephone & Telegraph
23 Office Supplies
24 Travel & Meetings
25 Vehicle Expense
26 Duplicating Charges
27 Auto Mileage
28 Spec. Supplies & Serv.
29 Small Tools & Equipment
30 Maintenance of Equipment
31 Building Repairs & Maint.
32 Rent
33 Dues & Subscriptions
34 Professional Services
35 School & Training Expense
36 Insurance	4,189	18,554	12,500	12,500	12,500
38 Outside Contracts	3,000	3,000	3,000	3,000	3,000
39 Other Expense
40 Administration	80,000	80,000	93,648	93,648	93,648
.....
.....
TOTAL MAINT. & OPERATION	<u>87,189</u>	<u>101,554</u>	<u>109,148</u>	<u>109,148</u>	<u>109,148</u>
<u>CAPITAL OUTLAY</u>					
92 Building Improvements
93 Imprv. Other Than Bldgs.
94 Office Equipment
95 Mobile Equipment
96 Other Equipment
98 Less Abatements
TOTAL CAPITAL OUTLAY

CITY OF NAPLES
Departmental Budget 1977-78

Sewer System - Administration

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
36 Insurance	\$ 12,500	\$ 12,500
General Liability		
Fleet Liability		
Fire & Lightning		
38 Outside Contract		
Audit	3,000	3,000
40 Administration	<u>93,648</u>	<u>93,648</u>
Transfer to General Fund		
Total Maintenance & Operation	\$109,148	\$109,148

CITY OF NAPLES
 Departmental Budget 1977-78
 PUBLIC WORKS DEPARTMENT
 (Wastewater Collection Division)

Account No. _____

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
Employee Services	60,921	80,536	126,516	122,811	122,811
Maintenance & Operation	24,857	39,760	57,000	41,000	41,000
Capital Outlay	2,889		2,189	2,189	2,189
TOTAL	88,657	120,296	185,705	166,000	166,000

The Wastewater Collection Division is located at the Public Works yard and shares a building with the lift station section.

Its responsibilities include the maintenance and repair of over 364,151 lineal feet (69 miles) of gravity sewer mains, over 139,632 lineal feet (26 miles) of various sized force mains, and over 1,500 manholes as well as many thousands of feet of sewer laterals.

PUBLIC WORKS DEPT.
(Wastewater Collection Div.)

Departmental Budget 1977-78

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
EMPLOYEE SERVICES					
Employee Salaries & Wages					
10 Permanent	60,921	80,536	99,135	99,135	99,135
12 Temp. & Part Time					
13 Other			5,000	1,500	1,500
Less Abatements					
Total Salaries & Wages			104,135	100,635	100,635
Employee Overhead					
15 Employer Payroll Expenses			22,381	22,176	22,176
Less Abatements					
TOTAL EMPLOYEE SERVICES	60,921	80,536	126,516	122,811	122,811
MAINTENANCE & OPERATION					
20 Advertising & Printing					
21 Utilities	1,293				
22 Telephone & Telegraph					
23 Office Supplies					
24 Travel & Meetings					
25 Vehicle Expense	8,052	8,000	12,000	7,000	7,000
26 Duplicating Charges					
27 Auto Mileage					
28 Spec. Supplies & Serv.	7,459	22,760	35,500	26,000	26,000
29 Small Tools & Equipment	1,900	2,000	2,500	2,000	2,000
30 Maintenance of Equipment					
31 Building Repairs & Maint.	240	1,500	1,500	1,000	1,000
32 Rent			3,000	2,500	2,500
33 Dues & Subscriptions					
34 Professional Services		5,000			
35 School & Training Expense					
36 Insurance					
38 Outside Contracts					
39 Other Expense	6,003	500	2,500	2,500	2,500

TOTAL MAINT. & OPERATION	24,847	39,760	57,000	41,000	41,000
CAPITAL OUTLAY					
92 Building Improvements					
93 Imprv. Other Than Bldgs.					
94 Office Equipment					
95 Mobile Equipment					
96 Other Equipment	2,889		2,189	2,189	2,189
98 Less Abatements					
TOTAL CAPITAL OUTLAY	2,889		2,189	2,189	2,189

CITY OF NAPLES
 Departmental Budget 1977-78
PUBLIC WORKS DEPARTMENT
 (Wastewater Collection Division)
 Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Assistant Superintendent	14,801	14,801
1 Sewer Collection Coordinator	12,807	12,807
1 Maintenance Foreman	9,963	9,963
6 Laborers II	49,308	49,308
	<u>86,879</u>	<u>86,879</u>
New Employees Requested		
2 Laborers II	12,256	12,256
13 Other		
Overtime	<u>1,500</u>	<u>1,500</u>
Total Employee Salaries & Wages	100,635	100,635
<u>Employee Overhead</u>		
15 Employer Payroll Expense		
Retirement	6,939	6,939
Social Security	5,887	5,887
Workmen's Compensation	7,485	7,485
Health Insurance	1,700	1,700
Life Insurance	165	165
	<u>22,176</u>	<u>22,176</u>
TOTAL EMPLOYEE SERVICES	<u><u>122,811</u></u>	<u><u>122,811</u></u>
<u>MAINTENANCE & OPERATION</u>		
25 Vehicle Expense	7,000	7,000
28 Special Supplies & Services	26,000	26,000
29 Small Tools & Equipment	2,000	2,000
31 Building Repairs & Maintenance	1,000	1,000
32 Rent	2,500	2,500

CITY OF NAPLES
 Departmental Budget 1977-78
PUBLIC WORKS DEPARTMENT (Cont.)
 (Wastewater Collection Division)

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
30 Other Expense		
Miscellaneous	1,000	1,000
Central Store Supplies, Etc.	<u>1,500</u>	<u>1,500</u>
 TOTAL MAINTENANCE & OPERATION	 <u>57,000</u>	 <u>41,000</u>
 <u>CAPITAL OUTLAY</u>		
96 Other Equipment		
1 Gas Detector	500	500
1 Radio or TV Repair Unit (New)	1,000	1,000
1 3" Mud Hog Pump Replacement	<u>689</u>	<u>689</u>
 TOTAL CAPITAL OUTLAY	 <u>2,189</u>	 <u>2,189</u>

CITY OF NAPLES
 Departmental Budget 1977-78
PUBLIC WORKS DEPARTMENT
 (Wastewater Treatment Division)
 Account No. _____

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
Employee Services	<u>189,091</u>	<u>184,727</u>	<u>239,640</u>	<u>238,631</u>	<u>238,631</u>
Maintenance & Operation	<u>152,171</u>	<u>165,300</u>	<u>187,378</u>	<u>184,878</u>	<u>184,878</u>
Capital Outlay	<u>3,497</u>	<u> </u>	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>
TOTAL	<u><u>344,759</u></u>	<u><u>350,027</u></u>	<u><u>430,518</u></u>	<u><u>427,009</u></u>	<u><u>427,009</u></u>

The primary function of the wastewater treatment division is to convert sewage to a product meeting Department of Environmental Regulation and Environmental Protection Agency standards. This is accomplished by receiving some 3.9 million gallons per day raw sewage into extended air versions of the activated sludge processes. In this process, we experience above 95 percent (95%) B.O.D. removal. The solids are then removed and the effluent chlorinated. After the proper retention time in the polishing pond, this chlorinated water enters the receiving stream.

Additional functions of this division include maintenance and repair of 75 sanitary lift stations, and three storm stations. We currently have 6,261 connections.

PUBLIC WORKS DEPT.
(Wastewater Treatment Div.)

Departmental Budget 1977-78

	Account No.				
	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
EMPLOYEE SERVICES					
Employee Salaries & Wages					
10 Permanent	189,091	184,727	198,619	198,619	198,619
12 Temp. & Part Time					
13 Other			2,000	1,200	1,200
Less Abatements					
Total Salaries & Wages	189,091	184,727	200,619	199,819	199,819
Employee Overhead					
15 Employer Payroll Expenses			39,021	38,812	38,812
Less Abatements					
TOTAL EMPLOYEE SERVICES	189,091	184,727	239,640	238,631	238,631
MAINTENANCE & OPERATION					
20 Advertising & Printing					
21 Utilities	91,932	110,000	130,000	130,000	130,000
22 Telephone & Telegraph	525	650	650	650	650
23 Office Supplies	1,000		500	500	500
24 Travel & Meetings	400	450	300	300	300
25 Vehicle Expense	8,800	7,500	9,500	9,500	9,500
26 Duplicating Charges					
27 Auto Mileage					
28 Spec. Supplies & Serv.	3,000	5,600	3,500	3,000	3,000
29 Small Tools & Equipment	2,295		1,500	1,500	1,500
30 Maintenance of Equipment	17,683	8,000	17,000	17,000	17,000
31 Building Repairs & Maint.	1,808	3,000	3,000	3,000	3,000
32 Rent					
33 Dues & Subscriptions	28	100	28	28	28
34 Professional Services					
35 School & Training Expense	400		300	300	300
36 Insurance					
38 Outside Contracts					
39 Other Expense					
Miscellaneous	800		100	100	100
Chemicals	14,000	21,000	21,000	19,000	19,000
Station Revision	9,500	9,000			
TOTAL MAINT. & OPERATION	152,171	165,300	187,378	184,878	184,878
CAPITAL OUTLAY					
92 Building Improvements					
93 Imprv. Other Than Bldgs.					
94 Office Equipment					
95 Mobile Equipment					
96 Other Equipment	3,497		3,500	3,500	3,500
98 Less Abatements					
TOTAL CAPITAL OUTLAY	3,497		3,500	3,500	3,500

CITY OF NAPLES
Departmental Budget 1977-78

PUBLIC WORKS DEPARTMENT
(Wastewater Treatment Division)

Account No. _____

<u>EMPLOYEE SERVICES</u>	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Assistant Superintendent	15,222	15,222
1 Pumping Station Supervisor	13,100	13,100
1 Operator IV	12,041	12,041
2 Operators III	21,546	21,546
3 Operators II	29,277	29,277
2 Operators I	18,342	18,342
4 WW Plant Maint. Technicians	40,729	40,729
3 WW Plant Maint. Mechanics	24,714	24,714
1 Truck Driver II	8,946	8,946
1 Laborer II	7,731	7,731
1 Laborer I	6,971	6,971
	<u>198,619</u>	<u>198,619</u>
13 Other		
Overtime & Standby	<u>1,200</u>	<u>1,200</u>
Total Employee Salaries & Wages	199,819	199,819
<u>Employee Overhead</u>		
15 Employer Payroll Expense		
Retirement	13,903	13,903
Social Security	11,689	11,689
Workmen's Compensation	9,593	9,593
Health Insurance	3,332	3,332
Life Insurance	295	295
	<u>38,812</u>	<u>38,812</u>
Total Employee Overhead	<u>38,812</u>	<u>38,812</u>
TOTAL EMPLOYEE SERVICES	<u>238,631</u>	<u>238,631</u>

CITY OF NAPLES
 Departmental Budget 1977-78
 Sewer System Capital Improvements & Debt Service

Account No. _____

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
Employee Services	_____	_____	_____	_____	_____
Maintenance & Operation	_____	_____	_____	_____	_____
Capital Outlay	38,469	55,600	100,000	100,000	100,000
Debt Service	301,541	307,677	306,922	306,922	306,922
TOTAL	<u>340,010</u>	<u>63,277</u>	<u>406,922</u>	<u>406,922</u>	<u>406,922</u>

Sewer System Capital Improvements & Debt Service
 Account No.

	Actual Expenditures 1975-76	Annual Budget 1976-77	Department Request 1977-78	City Manager Recommends 1977-78	Council Approval 1977-78
EMPLOYEE SERVICES					
<u>Employee Salaries & Wages</u>					
10 Permanent
12 Temp. & Part Time
13 Other
Less Abatements
Total Salaries & Wages
<u>Employee Overhead</u>					
15 Employer Payroll Expenses
Less Abatements
TOTAL EMPLOYEE SERVICES	=====	=====	=====	=====	=====
MAINTENANCE & OPERATION					
<u>20 Advertising & Printing</u>					
21 Utilities
22 Telephone & Telegraph
23 Office Supplies
24 Travel & Meetings
25 Vehicle Expense
26 Duplicating Charges
27 Auto Mileage
28 Spec. Supplies & Serv.
29 Small Tools & Equipment
30 Maintenance of Equipment
31 Building Repairs & Maint.
32 Rent
33 Dues & Subscriptions
34 Professional Services
35 School & Training Expense
36 Insurance
38 Outside Contracts
39 Other Expense
-----
-----
-----
TOTAL MAINT. & OPERATION	=====	=====	=====	=====	=====
CAPITAL OUTLAY					
<u>92 Building Improvements</u>					
93 Imprv. Other Than Bldgs.	... 3,182 ..	45,000	89,500	89,500	89,500
94 Office Equipment
95 Mobile Equipment	7,500	7,500	7,500
96 Other Equipment	.. 35,287 ..	10,600	3,000	3,000	3,000
98 Less Abatements
TOTAL CAPITAL OUTLAY	<u>\$38,469</u>	<u>\$55,600</u>	<u>\$100,000</u>	<u>\$100,000</u>	<u>100,000</u>

CITY OF NAPLES
Departmental Budget 1977-78
Sewer System Capital Improvements & Debt Service

Account No. _____

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>Capital Outlay</u>		
93 Improvements other than Buildings	\$895,000	\$895,000
Lift Station Revisions		
Repair of Fleischman Park		
Lift Station and Manholes		
Repair and Replacement of		
Mains and Laterals		
Construction of Oxidation Pond		
95 Mobile Equipment	7,500	7,500
One-ton Pick-up Truck (Replacement)		
96 Other Equipment		
Well points	<u>3,000</u>	<u>3,000</u>
TOTAL CAPITAL OUTLAY	\$100,000	\$100,000

<u>DEBT SERVICE</u>	<u>Actual Expend. 1976-76</u>	<u>Annual Budget 1976-77</u>	<u>Department Request 1977-78</u>	<u>City Manager Recommends 1977-78</u>	<u>Council Approval 1977-78</u>
99 Principal	\$ 87,166	\$ 90,657	\$ 95,219	\$ 95,219	\$ 95,219
100 Interest	206,527	203,044	191,187	191,187	191,187
101 Paying Agent Fee	124	226	254	254	254
102 Reserve	<u>7,724</u>	<u>13,750</u>	<u>20,262</u>	<u>20,262</u>	<u>20,262</u>
TOTAL DEBT SERVICE	\$301,541	\$307,677	\$306,922	\$306,922	\$306,922

Debt Service

Sewer Operating Fund Payments

Due 1977-78

For the Fiscal Year 1977-78

	Payment To Reserve	Payment To Principal	Payment to Interest	Paying Agents Fees	Average Interest %	Principal Balance After 197677 Payments
1959 Issue - Public Improvement Certificates						
Interest Due Semi-Annually 4/1 to 10/1			\$ 5,815	\$ 50	3.40	\$144,000
Principal Due 4/1 Annually		\$32,000	(1,100)			
Amount Due		\$32,000	\$ 4,715	\$ 50		\$144,000
Less Interest Earned on Investments						
Net Amount Due						

1963 Issue - Sewer Revenue Certificates,
Interest Due Semi-Annually 5/1 & 11/1
Principal Due Annually 11/1
Amount Due

Less Interest Earned on Investments		\$13,000	\$ 4,744	\$ 25	3.75	\$120,000
			(900)			
			3,844			
Subtotals		45,000	8,559	75		-
Amount Due to Water-Sewer Bonds From Sewer Fund	\$20,262	50,219	182,628	179		-
Totals	\$20,262	\$95,219	\$191,187	\$254		\$264,000

City of Naples
REVENUE DETAIL
FOR THE FISCAL YEAR 1977-78

Department: <u>Utility Tax Fund</u>									
<u>Classification</u>	<u>Actual 1974-75</u>	<u>Actual 1975-76</u>	<u>-Actual to 3/31/77</u>	<u>Estimate 4/1/77 to 9/30/77</u>	<u>Estimated Actual 1976-1977</u>	<u>Budget 1976-1977</u>	<u>Dept. Request</u>	<u>Recommended</u>	<u>Approved</u>
Utility Service Tax	525,996	607,807	331,807	325,000	656,807	630,000	683,079	683,079	683,079
Interest Earned	<u>33,247</u>	<u>24,520</u>	<u>16,221</u>	<u>16,300</u>	<u>32,521</u>	<u>32,540</u>	<u>32,500</u>	<u>32,500</u>	<u>32,500</u>
Subtotals	559,243	632,327	348,028	341,300	689,328	662,540	715,579	715,579	715,579
Beginning Cash Balance	<u>612,838</u>					<u>430,037</u>	<u>15,200</u>	<u>15,200</u>	<u>15,200</u>
Totals	1,172,081					1,092,577	730,779	730,779	730,779

CITY OF NAPLES
CAPITAL IMPROVEMENT PROGRAM
 1977-78

Fund - Utility Tax Revenue Bonds

<u>Project Number</u>	<u>Department-Function</u>	<u>Budget Recommendation</u>
PUBLIC WORKS Streets & Drainage		
RD 75-9	*Harbour Drive - Phase II	303,100
RD 76-2	*10th Avenue South - supplemental funds	52,150
	Murex Drive - Central to Yucca	19,200
	Murex Lane - Murex to Orchid	7,600
DR 75-3	7th Avenue North - Drainage	74,900
RD 75-10	3rd Street - 5th Avenue South to South Golf Drive, Phase II	105,000
RD 76-5	4th Avenue South - Beach-head	13,600
RD 77-2	14th Avenue North - Sidewalk, Lake Park School	4,500
RD 77-3	2nd Avenue North - 3rd to 6th Street	30,000
RD 75-8	Gordon Drive - Phase II	80,000
RD 77-4	Fleischmann Boulevard	23,000
RD 77-5	Yucca Road - Banyan Blvd. to Nautilus	10,800
RD 77-6	Engineering	4,900
	*Traffic Operational Needs Study	18,000
	Traffic Signal - 5th Avenue North and 10th Street	7,500
	<u>Debt Service</u>	126,115
	*Land Acquisition	35,000
PARKWAYS		
	*Landscaping Harbour Drive	14,000
	Landscaping Median - US 41/1st Avenue North to 8th Avenue North	10,000
EQUIPMENT		
*Garbage:	(1) Front loading 32 cubic yard truck (R)	53,000
	(1) Truckster Scooter (R)	3,600
	(1) ½-ton pick-up truck- compact (R)	4,000
	(2) Swacars	15,000

EQUIPMENT (cont.)

Streets:	(1) 2-ton truck (R)	10,000
	(1) ½-ton truck - compact (A)	4,000
Maintenance:	(1) 1 ton pick-up (A)	5,000
Pkwy. & Serv.:	(1) ½-ton pick-up - compact (R)	4,000
Traffic Cont.:	(1) Paint spraying machine	<u>12,000</u>
Public Works Total.....		1,049,965

FIRE

*Communications - Tape Recorder (fire calls)	<u>2,200</u>
Fire Total.....	2,200

POLICE

*New Police Patrol Boat	<u>16,500</u>
Police Total.....	16,500

NON-DEPARTMENTAL

*Land Acquisition - City Hall Parking	<u>70,000</u>
Non-departmental Total.....	70,000

PARKS & RECREATION

*Fleischmann Park Racquetball Courts (4)	35,000
**Fleischmann Park Youth Center (architectural fees and ½ construction)	250,000
*Pick-up truck replacement	3,800
Cambier Park Tennis Lighting (3 courts)	<u>12,000</u>
Parks & Recreation Total.....	<u>300,800</u>

TOTAL CAPITAL IMPROVEMENTS.....	<u><u>1,439,465</u></u>
---------------------------------	-------------------------

*Alternate Capital Improvement Budget
**Architectural Fees Only in Alternate

CAPITAL IMPROVEMENT PROGRAM
1977-78

-- FUNDING --

Utility Tax Fund	718,840
Revenue Bonds	<u>720,625</u>
	1,439,465

UTILITY TAX DEBT SERVICE - 1971 BOND ISSUE
FOR THE FISCAL YEAR 1977-78

<u>Due Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Paying Agents Fee</u>	<u>Principal Balance After 1977-78 Payment</u>
1/1/78	35,000	46,214	43	1,670,000
1/1/78	--	44,901	33	--
<hr/>				
TOTALS	<u>35,000</u>	<u>91,115</u>	<u>76</u>	<u>1,670,000</u>

City of Naples
Federal Revenue Sharing
1977-1978

Account No. _____

INCOME

100	Entitlements	\$198,000
101	Interest	1,000
	Beginning Cash Balance	<u>1,687</u>
	Total	\$200,687

EXPENDITURES

102	Police Enforcement	\$ 66,562
103	Fire Protection	66,562
104	Recreation	<u>66,563</u>
	Subtotal	\$199,687
	Ending Cash Balance	<u>1,000</u>
		\$200,687

City of Naples
Departmental Budget 1977-78

Federal Revenue Sharing

Account No. _____

<u>Actual Expenditures 1975-76</u>	<u>Annual Budget 1976-77</u>	<u>Department Request 1977-78</u>	<u>City Manager Recommends 1977-78</u>	<u>City Council Approval 1977-78</u>
193,017	166,687	200,687	200,687	200,687

City of Naples

1977-1978

Federal Anti-Recession Program

Account No. _____

Income

100	Entitlements	\$59,000
101	Interest	100
	Total	<u>\$59,100</u>

Expenditures

102	Police Enforcement	\$20,000
103	Fire Protection	19,500
104	Recreation	19,500
	Total	<u>\$59,000</u>

CITY OF NAPLES
PARKING AUTHORITY
REVENUES
FISCAL YEAR 1977-78

Account No. _____

	<u>1975-76 Actual</u>	<u>1976-77 Budgeted</u>	<u>1977-78</u>
01 Meter Collections	31,976	32,500	32,600
02 Fines	12,519	11,500	12,500
03 Assessments	35,234	32,000	33,000
04 Permit Fees	3,511	3,200	3,600
05 Interest Earned	2,113	2,000	1,900
Sub-Total	85,353	81,200	83,600
06 Beginning Cash Balance	83,017	51,299	53,000
<u>TOTALS</u>	<u>168,370</u>	<u>132,499</u>	<u>136,600</u>

CITY OF NAPLES
 PARKING AUTHORITY
 FISCAL YEAR
 1977-78

Account No. _____

	Actual Expenditures 1975-76	Annual Budget 1976-77	City Manager Recommends 1977-78	Authority Approval 1977-78
Employee Services	23,237	25,458	27,596	27,596
Maintenance & Operation	3,123	3,935	6,400	6,400
Capital Outlay	5,874	15,000	430	430
Debt Service	<u>25,910</u>	<u>25,667</u>	<u>24,680</u>	<u>24,680</u>
 TOTAL	 <u>58,144</u>	 <u>70,060</u>	 <u>59,106</u>	 <u>59,106</u>

Parking Authority
Fiscal Year 1977-78

	Actual Expenditures 1975-76	Annual Budget 1976-77	Account No.	City Manager Recommends 1977-78	Approval 1977-78
EMPLOYEE SERVICES					
<u>Employee Salaries & Wages</u>					
10 Permanent	19,336	19,673	23,406	23,406
12 Temp. & Part Time
13 Other	1,192	1,600
Less Abatements
Total Salaries & Wages	20,528	21,273	23,406	23,406
<u>Employee Overhead</u>					
15 Employer Payroll Expenses	2,709	4,185	4,190	4,190
Less Abatements
TOTAL EMPLOYEE SERVICES	<u>23,237</u>	<u>25,458</u>	<u>.....</u>	<u>27,596</u>	<u>27,596</u>
MAINTENANCE & OPERATION					
20 Advertising & Printing	269	800	1,500	1,500
21 Utilities
22 Telephone & Telegraph
23 Office Supplies	100	100
24 Travel & Meetings
25 Vehicle Expense
26 Duplicating Charges
27 Auto Mileage
28 Spec. Supplies & Serv.	800	900	900
29 Small Tools & Equipment
30 Maintenance of Equipment	50	50
31 Building Repairs & Maint.
32 Rent
33 Dues & Subscriptions
34 Professional Services
35 School & Training Expense
36 Insurance	356	835	500	500
38 Outside Contracts
39 Postage	350	350
40 Ad Valorem Taxes & Collector's Fee	998	1,500	1,500
41 Administration	1,500	1,500	1,500	1,500
TOTAL MAINT. & OPERATION	<u>3,123</u>	<u>3,935</u>	<u>.....</u>	<u>6,400</u>	<u>6,400</u>
CAPITAL OUTLAY					
92 Building Improvements
93 Imprv. Other Than Bldgs.	9,000
94 Office Equipment	430	430
95 Mobile Equipment
96 Other Equipment	5,874	6,000
98 Less Abatements
TOTAL CAPITAL OUTLAY	<u>5,874</u>	<u>15,000</u>	<u>.....</u>	<u>430</u>	<u>430</u>

CITY OF NAPLES
Departmental Budget 1977-78

PARKING AUTHORITY

Account No. _____

	<u>Department Request</u>	<u>City Manager Recommends</u>
<u>EMPLOYEE SERVICES</u>		
Employee Salaries & Wages		
10 Permanent		
2 Parking Checkers		\$ 15,675
1 Parking Authority Clerk		<u>7,731</u>
Total Salaries & Wages		\$ 23,406
<u>EMPLOYEE OVERHEAD</u>		
15 Employer Payroll Expenses		
Social Security		\$ 1,369
Retirement		1,638
Health Insurance		195
Life Insurance		45
Workmen's Compensation		<u>943</u>
Total Employee Overhead		\$ 4,190
TOTAL EMPLOYEE SERVICES		<u>\$ 27,576</u>
<u>MAINTENANCE AND OPERATION</u>		
20 Advertising and Printing		\$ 1,500
23 Office Supplies		100
28 Special Supplies & Services		900
Uniforms		
Repair of Meters		
30 Maintenance of Equipment		50
36 Insurance		500
39 Postage		350
40 Ad Valorem Taxes & Collector's Fee		1,500
41 Administration		<u>1,500</u>
TOTAL MAINTENANCE AND OPERATION		<u>\$ 6,400</u>
<u>CAPITAL OUTLAY</u>		
94 Office Equipment		
Card Files		140
Typewriter		290
TOTAL CAPITAL OUTLAY		<u>\$ 430</u>

PARKING AUTHORITY

	<u>Actual Expend.</u> <u>1975-76</u>	<u>Annual</u> <u>Budget</u> <u>1976-77</u>	<u>City</u> <u>Manager</u> <u>Recommends</u>	<u>Authority</u> <u>Approval</u> <u>1977-78</u>
<u>DEBT SERVICE</u>				
99 Principal	<u>17,917</u>	<u>17,917</u>	<u>17,917</u>	<u>17,917</u>
100 Interest	<u>7,993</u>	<u>7,750</u>	<u>6,763</u>	<u>6,763</u>
Total Debt Service	<u><u>25,910</u></u>	<u><u>25,667</u></u>	<u><u>24,680</u></u>	<u><u>24,680</u></u>

CITY OF NAPLES
 PARKING AUTHORITY
 DEBT SERVICE
 FOR THE FISCAL YEAR 1977-78

	<u>Principal Due</u>	<u>Interest Due 1977-78</u>	<u>Principal Balance After 1977-78 Payment</u>
Note Payable to the Bank of Naples on Staley 8th St. lot; interest due quarterly at 3%; principal due 12/27 of each year on the amount of \$6,667.00. Note No. C-7801.	6,667.00	1,250.00	39,999.00
 Note Payable to the Bank of Naples Neapolitan Apt. parking lot; interest due on 12/15 at 4%; principal payment of \$11,250 due each year on 12/15. Loan No. 39334-15.	<u>11,250.00</u>	<u>5,513.00</u>	<u>135,000.00</u>
 Totals	<u>17,917.00</u>	<u>6,763.00</u>	<u>174,999.00</u>

CITY OF NAPLES

Appendix "B"

CHART OF ACCOUNTS

EMPLOYEE SERVICES

- 10 Permanent Employees Includes all regular full-time positions and elective officers. Does not include overtime.
- 12 Temporary and Part-Time Employees Includes all part-time, seasonal, and temporary employees such as extra help, matrons, parking attendants, etc.
- 13 Other Includes all special payments for overtime, court time, minute clerks and commissioners.
- 15 Employee Overhead Includes Health Insurance, Life Insurance, Retirement System, Social Security, Workmens and other compensation.
- 19 Salary Abatements Charges to other Departments.

MAINTENANCE & OPERATION

- 20 Advertising and Printing Includes advertising such as legal, classified, advertising for bids, etc. Also printing of annual reports, financial statements, brochures, etc.
- 21 Utilities Includes all expenses incurred from use of heat, light, power and water.
- 22 Telephone and Telegraph Charges to non-departmental except those made to funds other than the General Fund.
- 23 Office Supplies Includes all usual office supplies such as pencils, erasers, stationery and adding machine tapes.
- 24 Travel and Meetings Includes all expenses of attendance of meetings, conferences and unscheduled travel expense.

MAINTENANCE & OPERATION - Continued

- 25 Vehicle Expense Charges for use of motive equipment, including maintenance, repairs, gasoline and oil.
- 26 Duplicating Charges Copying machine.
- 27 Auto Expense (Mileage) Amount paid to employees for use of privately owned vehicles on City business.
- 28 Special Supplies & Services Includes all supplies used by a department which are peculiar to that department such as ammunition for the Police Department; games, balls for Recreation; shrubs and plants for Parks; etc.
- 29 Small Tools & Equipment Includes small tools, equipment and instruments not considered capital outlay. (Unit cost less than \$100.)
- 30 Maintenance of Equipment Includes amounts expended for maintenance and repair of equipment by outside firms including annual service contracts.
- 31 Building Repairs & Maintenance Includes costs of supplies and services for maintenance and repair of buildings.
- 32 Rent Includes amounts expended for rental property including buildings for office space, land and rental of equipment.
- 33 Dues & Subscriptions Includes charges for memberships in various organizations and for subscriptions to various publications.
- 34 Professional Services Includes payments to professional persons or agencies for services rendered to the City such as legal fees, medical examinations of City employees, special analyses, annual audit of City's books, etc.

MAINTENANCE & OPERATION - Continued

- 35 School & Training Expense Includes reimbursement to employees for school attendance pertaining to their employment, and special training courses.
- 36 Insurance Includes premiums paid by the City for all types of insurance including Public Liability, Fire Insurance, Surety Bonds, etc.
- 38 Outside Contracts Contractual services not otherwise classified. Includes contracts for maintenance and construction, and contracts with builders for construction of buildings or streets, etc., based on formal agreements.
- 39 Other Expense Includes miscellaneous expense not otherwise classified.
- 40 Vehicle Parts & Supplies -----
- 41 Gasoline ONLY
- 42 Other Motive Fuels DEPARTMENT
- 43 Oils & Lubricants OR
- 44 Automotive Repair Parts DIVISION
- 45 Tires & Tubes USING THESE
- 46 Outside Repairs -----
- 59 Abatements Charges to other departments.

DEBT SERVICE

- 70 Retirement of Bonds Payments on principal of general obligation bonds of the City.
- 71 Interest on Bonds Payment of interest on outstanding general obligation bonds of the City.

CAPITAL OUTLAY

- 92 Building Improvements Includes all building additions and improvements other than maintenance.
- 93 Improvements Other Than Building Includes fences, monuments, pavings, etc., other than buildings, which add to the value of the land.
- 94 Office Equipment Includes office furniture, fixtures and equipment with an estimated life of more than one year and acquisition cost in excess of \$100.
- 95 Mobile Equipment Includes all rolling stock such as automobiles, sweepers, etc.
- 96 Other Equipment Includes other capital equipment not otherwise classified such as radios, lawn mowers, etc., with an estimated life of more than one year and acquisition cost in excess of \$100.
- 98 Abatements Charges to other departments.