

CITY OF NAPLES



1979-80 ANNUAL BUDGET



City of Naples

735 EIGHTH STREET, SOUTH - STATE OF FLORIDA 33940

OFFICE OF THE CITY MANAGER

August 1, 1979

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

Gentlemen:

Presented for your review is a balanced budget in the sum of \$13,387,418. This is broken down into the following categories: General Fund Operating Budget - \$6,122,411; Water and Sewer Enterprise Funds - \$6,030,381; and Capital Improvements - \$1,234,626.

From the outset, the basis upon which the budget was formulated involved holding the line on any unnecessary expenditures without in any way decreasing the level of service provided. In many departments/divisions we will actually be instituting new programs and projects for the coming fiscal year. These are listed on the cover sheet of each department and division budget.

GENERAL FUND BUDGET

The General Fund Budget, in the amount of \$6,122,411, represents an increase in expenditures of only 5.9%. It also allows for a contingency fund of \$360,000. The contingency is meant to cover unknown increases in costs such as energy, gasoline prices, salaries and any programs or projects that are not anticipated as of this time.

During the course of the budget review, requests received from the various City departments were reduced by \$200,000. These reductions consisted of corrections in calculations, costs which were considered unnecessary, and more recent expenditure history (cost to complete) than was available to the departments at the time the budgets were originally formulated. The budgets as submitted by the departments, in large part, indicated an attitude

Mayor and Council
August 1, 1979
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toward holding the line. In a few cases, the estimates were sufficiently conservative that they were increased to reflect what I believe will more likely be their actual costs. We have also built into the budget anticipated but unknown increases in many important categories, not the least of which will be our utility and fuel costs. Our energy costs for the coming year are estimated at \$700,000.

In an effort to improve our services and attempt to further reduce our costs of operation without affecting our level of service, a number of new programs and projects are planned. These include completing the review of City garbage/trash operations; implementation of improvements in our vehicle maintenance operation; productivity and work measurement training programs; implementation of new automated financial information systems including new plans for accounting, payroll, personnel and public works; adopting new procedures for identification of fixed assets; implementation of the newly adopted comprehensive plan; initiation of a City-wide sign inventory; updating of the City atlas (land use information); conducting a public education campaign to provide fire protection and life safety information to the citizens; establishing complete programming for the new multi-purpose center; evaluation of more cost effective methods in street pavement restoration; City-wide replacement of street signs, stop signs, etc.; City-wide renovation of grass swales and drainage improvement; and research and development of the use of compaction container units for garbage service.

WATER AND SEWER BUDGETS

The combination of the Water and Sewer Budgets is up by a total of \$611,000. The substantial increase involves principally capital improvement projects planned for the year which are major improvements to both the water and sewer systems. This accounts for most of the increase for our utilities divisions which comprise a large portion of the City's total operating budget. Reductions in the utility operating budgets amounted to nearly \$69,000 and in the capital improvement sections to approximately \$1,680,000. Some of these programs are merely a deferment until a more appropriate time for construction while two of these are being further analyzed as to whether or not they are ultimately needed. The overall increase in the utilities budget, due primarily to capital improvements and the growth of the water and sewer systems, is approximately 11.3%.

CAPITAL IMPROVEMENT BUDGET

The Capital Improvement Budget is recommended for funding in the amount of \$1,234,626. This consists of numerous types of improvements throughout the City. The first involves 12 major street improvements, the largest of which totals \$139,000 and involves reconstruction of Sixth Street South from Central Avenue to Fifth Avenue South with bike lanes. Three bike paths are planned, totalling \$26,900, on Orchid Drive, Tenth Street and 14th Avenue North. A major sidewalk improvement is scheduled on Fifth Avenue North from Tenth Street to Goodlette Road. Traffic signal improvements are scheduled on Tenth Street, Harbor Drive and Eighth Street South.

Parks & Recreation improvements include the renovation of the Carver Site for a recreation center and basketball court, renovation of the Community Center at Cambier Park, major fencing improvements at Fleischmann Park, land acquisition for a neighborhood park, equipment for the new multi-purpose center and restrooms at Anthony Park.

In the way of landscaping, improvements will continue on U.S. 41 from Banyan to Fleischmann and four other landscaping projects have been included. Numerous pieces of equipment are recommended for purchase, many of which will allow us to provide a better level of service in the functions performed, and some of which are scheduled to provide improvement of the vehicle maintenance operation. Also, a comprehensive drainage study for the City is planned and a beachhead ramp and platform for the handicapped is scheduled.

These recommended projects will provide significant capital improvements to the benefit of the citizens.

REVENUES

The revenues for the coming fiscal year are projected at only 4.2% above our current estimate for receipts in this fiscal year. Many of the various revenue accounts will increase only at a moderate rate. The most significant increase involves a \$49,000 increase in franchise fees and a \$23,000 increase in our federal revenue sharing. Based on our recommended millage rate, our actual receipts from ad valorem (property) taxes is estimated at nearly \$6,000 lower than this current year.

Mayor and Council
August 1, 1979
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PERSONNEL

There are a few changes recommended in personnel which will involve the addition of only one more full time position and the reduction of four part time positions. With the recommendations involved, we will still have seven less full time positions than were budgeted in 1976. The principal change since that period of time involves additions in our utilities section (water and sewer) where we have added seven full time positions to to the growth of the systems and the treatment and environmental requirements plus a preventive maintenance program. During the same period of time, excluding utilities, the general government employee positions have been reduced by 14 so that we still remain seven below the period three years ago, despite substantial growth during that same three-year period, in addition to many new programs we have put into practice.

FUTURE OUTLOOK

The City is in a very sound financial position with an optimistic outlook as it pertains to providing a level of service this year with a balanced budget. In addition, due to the results beginning to show in some of our programs, such as our safety program, we can anticipate the possible reduction in the next fiscal year of as much as \$300,000 in our workers' compensation funding.

CITY MILLAGE RATE

I am recommending to the Council that the present total millage rate of 3.5432 be reduced to 3.3958, a reduction of 4.16%. This results in the adoption of a millage rate even below the certified millage rate, which actually results in a reduction in total property taxes for the coming fiscal year. This is possible because of an improvement in departmental operations, sound management practices by the departments, increased productivity, improved work methods, and better equipment utilization as well as purchasing procedures resulting in lower costs.

I believe the budget as recommended will allow the City to provide a full level of service, many worthwhile major improvements and also effect a reduction in the millage rate.

I would particularly like to acknowledge the assistance of my staff, the Finance Director and all of the department heads and

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division heads who participated in the preparation of this budget
for your review and consideration.

Respectfully submitted,

George M. Patterson
George M. Patterson
City Manager

GMP/tan

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CITY OF NAPLES
 AUTHORIZED POSITIONS
 (EXCLUDING ELECTED OFFICIALS, COUNCIL APPOINTEES & TEMPORARY EMPLOYEES)

<u>DEPARTMENT AND DIVISION</u>	<u>(BUDGETED) FISCAL YEAR 1978-79</u>	<u>(PROPOSED) FISCAL YEAR 1979-80</u>
<u>Mayor & City Council</u>		
Regular	0	1
Part-time	1	0
<u>City Attorney</u>		
Regular	1	1
<u>City Clerk</u>		
Regular	2	2
Part-time	1	1
<u>City Manager</u>		
Regular	3	3
<u>Community Development*</u>		
<u>Building Division</u>		
Regular	8	7.5
<u>Planning Division</u>		
Regular	4	3.5
Part-time	1	0
<u>Total Regular Positions</u>	<u>12</u>	<u>11</u>
<u>Engineering*</u>		
<u>Design/Administration</u>		
Regular	6	6
<u>Streets & Drainage</u>		
Regular	21	22
<u>Traffic Control</u>		
Regular	5	5
<u>Total Regular Positions</u>	<u>32</u>	<u>33</u>
<u>Finance</u>		
<u>Accounting</u>		
Regular	6	6
<u>Customer Services</u>		
Regular	5	4
<u>Data Processing</u>		
Regular	3	3
<u>Purchasing</u>		
Regular	1	3
Part-time	1	0
<u>Total Regular Positions</u>	<u>15</u>	<u>16</u>
<u>Fire</u>		
<u>Administration</u>		
Regular	3	3
<u>Operations</u>		
Regular	24	24
<u>Fire Prevention</u>		
Regular	4	4
Part-time	1	1
<u>Total Regular Positions</u>	<u>31</u>	<u>31</u>

	(BUDGETED) FISCAL YEAR 1978-79	(PROPOSED) FISCAL YEAR 1979-80
<u>Parks & Recreation</u>		
Administration		
Regular	2	2
Parks		
Regular	21	21
Part-time	2	2
Recreation		
Regular	5	5
Retail Sales		
Regular	9	9
<u>Total Regular Positions</u>	<u>37</u>	<u>37</u>
<u>Personnel</u>		
Regular	3	3
<u>Police</u>		
Administration		
Regular	3	3
Operations		
Regular	54	54
Part-time	4	4
Support Services		
Regular	4	4
Parking Authority		
Regular	3	3
<u>Total Regular Positions</u>	<u>64</u>	<u>64</u>
<u>Public Works*</u>		
Administration		
Regular	4	4
Part-time	1	1
Fleet Maintenance		
Regular	10	10
Parkways & Services		
Regular	37	37
Sanitation		
Regular	41	39
Water & Wastewater Plants		
Regular	43	44
Water Dist. & Wastewater Collection		
Regular	45	45
<u>Total Regular Positions</u>	<u>180</u>	<u>179</u>

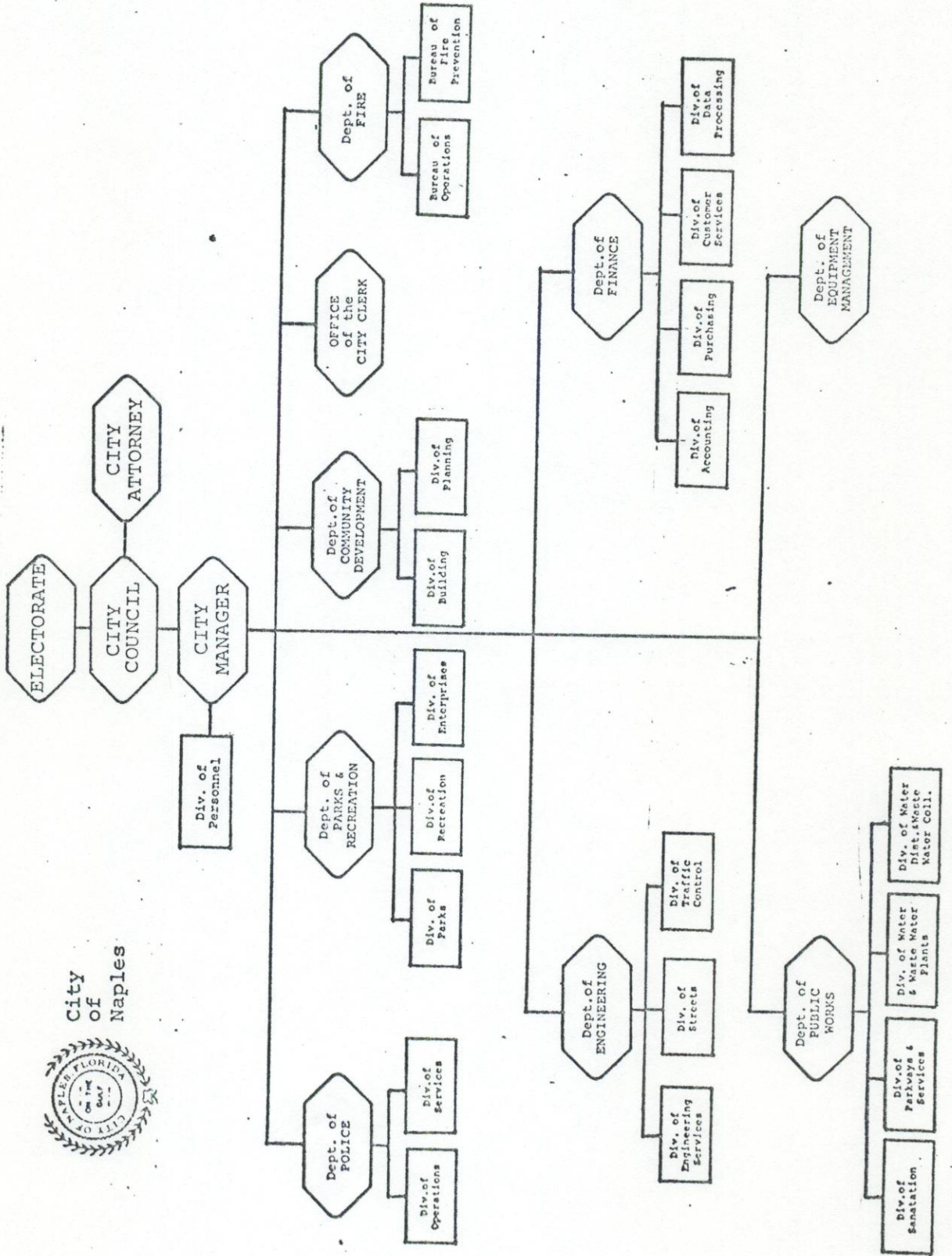
	<u>Grand Totals by Fiscal Year</u>				
<u>AUTHORIZED</u>	<u>1976-77</u> Fiscal Yr.	<u>1977-78</u> Fiscal Yr.	<u>1978-79</u> Fiscal Yr.	<u>1979-80</u> Fiscal Yr.	<u>Net Increase</u> <u>(Decrease)</u>
Regular	388	374	380	381	2
Part-time	9	8	12	9	(3)

*Certain departments are shown in fiscal years prior to their creation for comparison purposes.



City
of
Naples

--- ORGANIZATIONAL CHART ---



CITY OF NAPLES
REVENUE DETAIL
FOR THE FISCAL YEAR 1979-80

Department: General Fund

Classification	ACTUAL	ACTUAL	ACTUAL	ESTIMATED		BUDGETED	RECOMMENDED
	1976-77	1977-78	3-31-79	3-31 to 9-30-79	ESTIMATED 1978-79	1978-79	1979-80
Property Tax	2,033,146	2,289,697	2,105,247	209,746	2,314,993	2,314,993	2,309,110
Cigarette	210,105	227,077	95,843	141,157	237,000	232,000	248,000
Tax Penalties	1,312	1,632	1,171	329	1,500	1,500	1,500
Mobile Home Lic. Tax	767	48	-0-	750	750	750	750
Fuel Tax Refund	11,382	9,976	3,896	5,104	9,000	12,000	10,000
Boat & Bridge Tax	54,105	10,000	22,049	20,668	42,717	30,000	44,000
State Revenue Sharing	450,906	472,585	198,533	271,467	470,000	465,000	470,000
Addit. Homestead Exe.	24,795	31,658	-0-	46,822	46,822	32,000	44,350
Subtotals	2,786,518	3,042,673	2,426,739	696,043	3,122,782	3,088,243	3,127,710
Fees & Licenses							
Occupational License	80,685	88,629	65,099	24,901	90,000	89,000	92,000
Liquor & Beer License	11,920	13,318	11,552	1,748	13,300	15,000	13,300
Building Permits	107,039	128,988	76,748	59,152	135,900	133,000	138,800
Engineering Permits	-0-	-0-	-0-	1,100	1,100	-0-	4,625
Contractor's Exams	3,494	7,883	5,807	2,693	8,500	5,500	8,500
Zoning Fees	1,825	4,393	2,441	1,559	4,000	3,300	4,000
Election Filing	--	863	100	-0-	100	-0-	650
Animal Control	940	1,032	-0-	-0-	-0-	-0-	-0-
Dog Licenses	2,045	1,923	-0-	-0-	-0-	-0-	-0-
Subtotals	207,948	247,029	161,747	91,153	252,900	245,800	261,875
Franchises							
Florida Power & Light	499,427	594,899	270,844	345,156	633,790	602,000	660,000
Gulf Coast TV	54,752	67,746	73,936	-0-	73,936	78,000	38,000
Telephone	20,261	23,747	15,544	10,022	25,566	25,500	28,000
Subtotals	574,440	686,392	360,324	355,178	715,502	705,500	726,000

CITY OF NAPLES

REVENUE DETAIL
FOR THE FISCAL YEAR 1979-80

Department: General Fund

Classification	ACTUAL	ACTUAL	ACTUAL	ESTIMATED		BUDGETED	RECOMMENDED
	1976-77	1977-78	3-31-79	3-31 to 9-30-79	1978-79	1978-79	1979-80
Services							
Xerox & Verbatim	--	--	271	229	500	1,500	1,000
Lot Mowing Charges	17,580	14,960	2,928	(2,928)	-0-	-0-	-0-
Administrative Services	290,842	332,584	167,066	166,968	334,034	334,034	394,689
Garbage-Trash	664,346	666,591	346,667	357,333	704,000	705,000	721,000
Subtotals	972,768	1,014,135	516,932	521,602	1,038,534	1,040,534	1,116,689
Fines & Forfeitures							
County Court	59,862	48,079	21,035	48,965	70,000	60,000	70,000
City Parking Fines	--	--	--	2,500	4,200	-0-	10,000
Police Training Fund	--	--	1,049	2,451	3,500	2,100	3,500
County Court	59,862	48,079	22,084	53,916	77,700	62,100	83,500
Subtotals							
Recreation							
Activity Revenue			24	(24)	-0-	-0-	12,800
Tennis	28,038	29,794	27,258	6,802	34,060	39,897	38,000
Fishing Pier	62,825	67,669	37,073	39,927	77,000	68,300	77,000
Dock	96,195	99,313	63,643	52,357	116,000	99,650	113,229
Vending Machine Sales	33,166	38,675	17,450	28,550	46,000	38,000	46,000
Racquetball	--	--	257	1,143	1,400	-0-	1,440
Misc. Revenue	--	--	11,870	(11,870)	-0-	-0-	-0-
Subtotals	220,224	235,451	157,575	116,885	274,460	245,847	288,469

CITY OF NAPLES
REVENUE DETAIL
FOR THE FISCAL YEAR 1979-80

Department: General Fund

Classification	ACTUAL	ACTUAL	ACTUAL	ESTIMATED		BUDGETED	RECOMMENDED
	1976-77	1977-78	3-31-79	3-31 to 9-30-79	1978-79	1978-79	1979-80
Miscellaneous							
Interest or Invest.	34,115	49,287	36,232	39,768	76,000	30,000	80,000
Misc. Other Income	4,861	26,966	12,246	27,754	40,000	44,500	20,000
Charter, Ordinances	2,463	4,070	2,265	1,935	4,200	4,370	4,800
Subtotals	41,439	80,323	50,743	69,457	120,200	78,870	104,800
Trans. Federal Revenue							
Sharing	152,163	196,134	93,000	82,023	175,023	175,023	198,763
Federal Anti-Recession							
Fund	105,944	60,042	-0-	-0-	-0-	45,000	-0-
CETA	--	--	--	--	--	--	--
Governor's Highway							
Safety Program	--	--	8,726	9,274	18,000	18,000	18,000
(Traffic Engineer)	--	5,010	3,900	1,100	5,000	-0-	-0-
State I.P.A.							
Beginning Cash Balance	--	--	76,417	-0-	76,417	76,417	207,351
Subtotals			182,043	92,397	274,440	314,440	399,149
Totals	5,121,306	5,615,268	3,878,187	1,996,631	5,874,818	5,781,334	6,133,257

BUDGET TOTALS

<u>GENERAL FUND</u>	<u>RECOMMENDED</u>	<u>APPROVED</u>
Mayor and City Council	62,312	
City Attorney	85,549	
City Clerk	53,496	
City Manager	105,371	
Community Development:		
Building & Zoning	144,501	
Planning	77,143	
Engineering:		
Design/Administration	70,469	
Streets & Drainage	203,832	
Traffic Control	275,679	
Finance:		
Accounting	108,309	
Customer Service	67,937	
Data Processing	55,195	
Purchasing	46,135	
Fire	544,949	
Parks & Recreation:		
Administration	502,665	
Bay Dock	94,711	
Fishing Pier	84,289	
Tennis Program	40,955	
Vending Supplies	32,000	
Personnel	60,728	
Police	1,229,716	
Public Works:		
Administration	105,391	
Equipment Management	(466,553)	
Parkways & Services	561,546	
Sanitation	865,571	
Non-Departmental	185,802	
Debt Service	122,382	
Contingency	346,624	
Total	6,133,257	



CITY COUNCIL

R. B. Anderson
Mayor

James F. McGrath
Vice Mayor

C. C. Holland

Wade H. Schroeder

Randolph I. Thornton

Edward A. Twerdahl

Kenneth A. Wood

CITY OF NAPLES
Departmental Budget 1979-80

MAYOR & CITY COUNCIL

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
Employee Services	53,996	49,635	.	57,687	57,687
Maintenance & Operation	3,624	5,225		4,625	4,625
Capital Outlay	-0-	-0-		-0-	-0-
TOTAL	<u>57,620</u>	<u>54,860</u>		<u>62,312</u>	<u>62,312</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 & CITY COUNCIL

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<u>EMPLOYEE SERVICES</u>					
<u>Employee Salaries & Wages</u>					
10 Permanent				12,151	12,151
12 Temp. & Part Time	49,751	45,296		40,000	40,000
13 Other	6	100		-0-	-0-
Less Abatements					
Total Salaries & Wages	49,757	45,396		52,151	52,151
<u>Employee Overhead</u>					
15 Employer Payroll Expenses	4,239	4,239		5,536	5,536
Less Abatements					
TOTAL EMPLOYEE SERVICES	53,996	49,635		57,687	57,687
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing	159	100		100	100
21 Utilities					
22 Telephone & Telegraph	840	1,100		1,200	1,200
23 Office Supplies	555	175		175	175
24 Travel & Meetings	1,254	2,900		2,500	2,500
25 Vehicle Expense					
26 Duplicating Charges	404	500		250	250
27 Auto Mileage					
28 Spec. Supplies & Serv.					
29 Small Tools & Equipment					
30 Maintenance of Equipment	52	75		75	75
31 Building Repairs & Maint.					
32 Rent					
33 Dues & Subscriptions	107	125		75	75
34 Professional Services					
35 School & Training Expense					
36 Insurance					
38 Outside Contracts					
39 Other Expense	253	250		250	250
TOTAL MAINT. & OPERATION	3,624	5,225		4,625	4,625
<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	-0-	-0-	-0-	-0-	-0-

Departmental Budget 1979-80

MAYOR & CITY COUNCIL

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Regular Employees		
1 Secretary to the Mayor	12,151	12,151
12 Temporary & Part Time Employees		
Mayor & City Council Mambers	<u>40,000</u>	<u>40,000</u>
Total Employee Salaries & Wages	52,151	52,151
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Social Security	3,197	3,197
Retirement	851	851
Life Insurance	346	346
Workers' Compensation	209	209
Health Insurance (Council)	<u>933</u>	<u>933</u>
Total Employee Overhead	5,536	5,536
TOTAL EMPLOYEE SERVICES	<u><u>57,687</u></u>	<u><u>57,687</u></u>
 <u>MAINTENANCE & OPERATION</u>		
20 Advertising & Printing	100	100
22 Telephone & Telegraph	1,200	1,200
23 Office Supplies	175	175
24 Travel & Meetings		
Florida League of Cities Annual Meeting	2,000	2,000
Additional Travel/City Business	500	500
	<u>2,500</u>	<u>2,500</u>
26 Duplicating Charges	250	250
30 Maintenance Of Equipment	75	75
33 Dues & Subscriptions	75	75
39 Other Expense	250	250
TOTAL MAINTENANCE & OPERATION	<u><u>4,625</u></u>	<u><u>4,625</u></u>

CITY
ATTORNEY

ATTORNEY



1 Legal Assistant

CITY OF NAPLES
Departmental Budget 1979-80

CITY ATTORNEY

	Actual Expenditures <u>1977-78</u>	Annual Budget <u>1978-79</u>	Department Request <u>1979-80</u>	City Manager Recommends <u>1979-80</u>	Council Approval <u>1979-80</u>
Employee Services	<u>67,150</u>	<u>64,880</u>	<u>70,819</u>	<u>70,819</u>	<u>70,819</u>
Maintenance & Operation	<u>10,467</u>	<u>15,493</u>	<u>15,660</u>	<u>14,730</u>	<u>14,730</u>
Capital Outlay	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
TOTAL	<u><u>77,617</u></u>	<u><u>80,373</u></u>	<u><u>86,479</u></u>	<u><u>85,549</u></u>	<u><u>85,549</u></u>

Departmental Budget 1979-80

CITY ATTORNEY	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages	63,104	57,882	63,035	63,035	63,035
10 Permanent
12 Temp. & Part Time
13 Other
Less Abatements
Total Salaries & Wages	63,104	57,882	63,035	63,035	63,035
Employee Overhead	4,046	6,998	7,784	7,784	7,784
15 Employer Payroll Expenses
Less Abatements
TOTAL EMPLOYEE SERVICES	<u>67,150</u>	<u>64,880</u>	<u>70,819</u>	<u>70,819</u>	<u>70,819</u>
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing
21 Utilities
22 Telephone & Telegraph	978	1,000	1,000	900	900
23 Office Supplies	152	150	150	150	150
24 Travel & Meetings	305	1,500	1,700	1,700	1,700
25 Vehicle Expense	182	-0-	-0-	-0-	-0-
26 Duplicating Charges	728	750	750	420	420
27 Auto Mileage	-0-	200	-0-	-0-	-0-
28 Spec. Supplies & Serv.	7,919	2,500	2,500	2,500	2,500
29 Small Tools & Equipment
30 Maintenance of Equipment	57	60	60	60	60
31 Building Repairs & Maint.
32 Rent
33 Dues & Subscriptions	96	-0-	-0-	-0-	-0-
34 Professional Services	-0-	2,500	2,500	2,000	2,000
35 School & Training Expense
36 Insurance
38 Outside Contracts	-0-	4,833	6,000	6,000	6,000
39 Other Expense	50	2,000	1,000	1,000	1,000
.....
.....
TOTAL MAINT. & OPERATION	<u>10,467</u>	<u>15,493</u>	<u>15,660</u>	<u>14,730</u>	<u>14,730</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	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>

CITY ATTORNEY

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 City Attorney	46,200	46,200
1 Legal Assistant	<u>16,835</u>	<u>16,835</u>
Total Employee Salaries & Wages	63,035	63,035
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Retirement	4,412	4,412
Social Security	2,620	2,620
Workers' Compensation	252	252
Health Insurance	385	385
Life Insurance	<u>115</u>	<u>115</u>
Total Employee Overhead	7,784	7,784
TOTAL EMPLOYEE SERVICES	<u><u>70,819</u></u>	<u><u>70,819</u></u>
 <u>MAINTENANCE & OPERATION</u>		
22 Telephone & Telegraph	900	900
23 Office Supplies	150	150
24 Travel & Meetings	1,700	1,700
26 Duplicating Charges	420	420
28 Special Supplies & Services	2,500	2,500
Law books		
30 Maintenance of Equipment	60	60
Typewriter		
34 Professional Services	2,000	2,000
Labor attorneys		
38 Outside Contracts	6,000	6,000
Assistant State Attorney Agreement		
39 Other Expense	1,000	1,000
Court costs & witness fees		
TOTAL MAINTENANCE & OPERATION	<u><u>14,730</u></u>	<u><u>14,730</u></u>

**CITY
CLERK**

CITY CLERK



```
graph TD; A[CITY CLERK] --- B[ ]; B --- C[ ]; C --- D[1 Deputy City Clerk]; C --- E[1 Clerk Typist (Part Time)];
```

1 Deputy City Clerk
1 Clerk Typist (Part Time)

CITY OF NAPLES
Departmental Budget 1979-80

CITY CLERK

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
Employee Services	<u>35,983</u>	<u>37,423</u>	<u>41,263</u>	<u>37,876</u>	<u>37,876</u>
Maintenance & Operation	<u>19,509</u>	<u>17,285</u>	<u>17,500</u>	<u>15,620</u>	<u>15,620</u>
Capital Outlay	<u>-0-</u>	<u>1,000</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
TOTAL	<u><u>55,492</u></u>	<u><u>55,708</u></u>	<u><u>58,763</u></u>	<u><u>53,496</u></u>	<u><u>53,496</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. 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.

Departmental Budget 1979-80

CITY CLERK

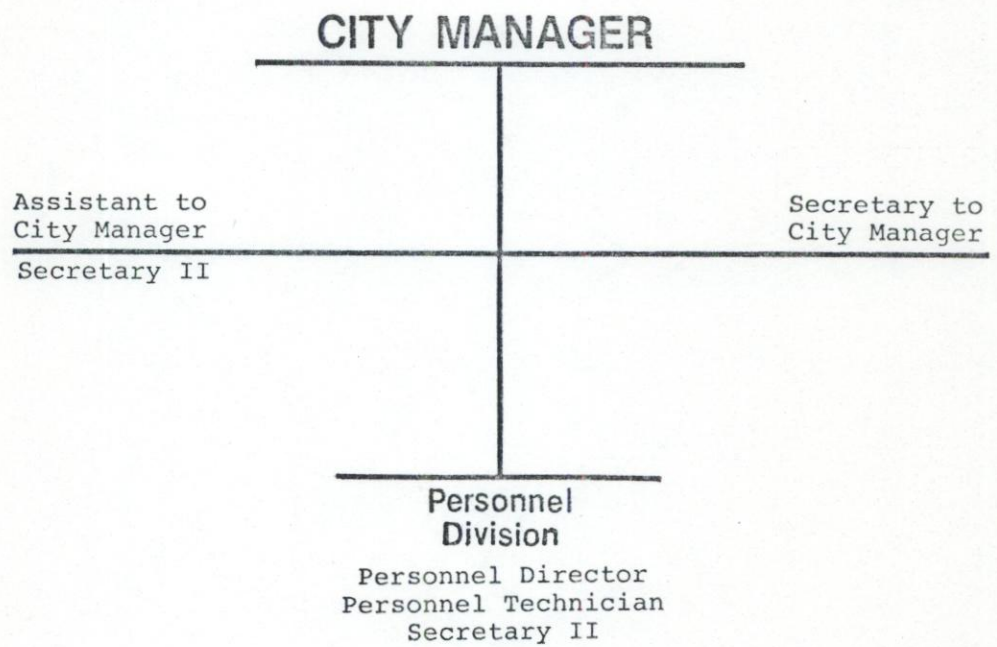
	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<u>EMPLOYEE SERVICES</u>					
<u>Employee Salaries & Wages</u>					
10 Permanent	.. 27,357.	.. 28,162.	.. 30,313	.. 30,313..	.. 30,313.
12 Temp. & Part Time 3,603. 3,965. 4,202 2,051.. 2,051.
13 Other 623 500 1,000 345 345
Less Abatements					
Total Salaries & Wages	.. 31,583	.. 32,627	.. 35,515	.. 32,709..	.. 32,709
<u>Employee Overhead</u>					
15 Employer Payroll Expenses 4,400 4,796 5,748 5,167.. 5,167
Less Abatements					
TOTAL EMPLOYEE SERVICES	<u>35,983</u>	<u>37,423</u>	<u>41,263</u>	<u>37,876</u>	<u>37,876</u>
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing 3,241 3,500 3,500 3,300.. 3,300
21 Utilities
22 Telephone & Telegraph 592 680 850 850.. 850
23 Office Supplies 819 800 1,000 1,000 1,000
24 Travel & Meetings 54 600 350 350 350
25 Vehicle Expense
26 Duplicating Charges 2,984 4,000 4,000 2,200 2,200
27 Auto Mileage
28 Spec. Supplies & Serv.
29 Small Tools & Equipment
30 Maintenance of Equipment 759 900 500 500 500
31 Building Repairs & Maint.
32 Rent
33 Dues & Subscriptions 112 55 50 50 50
34 Professional Services 8,969 6,250 6,250 6,250 6,250
35 School & Training Expense 393 -0- 100 220 220
36 Insurance
38 Outside Contracts
39 Other Expense
40 Recording Fees 1,586 500 900 900 900
TOTAL MAINT. & OPERATION	<u>19,509</u>	<u>17,285</u>	<u>17,500</u>	<u>15,620</u>	<u>15,620</u>
<u>CAPITAL OUTLAY</u>					
92 Building Improvements
93 Imprv. Other Than Bldgs.
94 Office Equipment -0- 1,000 -0- -0- -0-
95 Mobile Equipment
96 Other Equipment
98 Less Abatements
TOTAL CAPITAL OUTLAY	<u>-0-</u>	<u>1,000</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>

Departmental Budget 1979-80

CITY CLERK

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 City Clerk	18,316	18,316
1 Deputy City Clerk	11,997	11,997
12 Temporary & Part Time Employees		
1 Clerk Typist (Part Time)	2,051	2,051
13 Other		
Overtime	<u>345</u>	<u>345</u>
Total Employee Salaries & Wages	32,709	32,709
<u>Employee Overhead</u>		
15 Employer Payroll Expense		
Retirement	2,146	2,146
Social Security	2,005	2,005
Health Insurance	770	770
Life Insurance	115	115
Workers' Compensation	<u>131</u>	<u>131</u>
Total Employee Overhead	5,167	5,167
TOTAL EMPLOYEE SERVICES	<u><u>37,876</u></u>	<u><u>37,876</u></u>
<u>MAINTENANCE & OPERATION</u>		
20 Advertising & Printing	3,300	3,300
22 Telephone & Telegraph	850	850
23 Office Supplies	1,000	1,000
24 Travel & Meetings	350	350
Florida Association of City Clerks		
Election Seminar		
26 Duplicating Charges	2,200	2,200
30 Maintenance of Equipment	500	500
Typewriters, IBM recorders,		
and Dictaphone transcribers		
and recorders		
33 Dues & Subscriptions	50	50
Inter'l. Institute of Municipal Clerks		
Florida Assoc. of City Clerks		
Florida Municipal Finance Assoc.		
34 Professional Services	6,250	6,250
Codification of ordinances & 25 addi-		
tional codes (not purchased last year)		
35 School & Training Expense	220	220
Florida Atlantic University Institute		
for City Clerks		
40 Recording Fees	<u>900</u>	<u>900</u>
TOTAL MAINTENANCE & OPERATION	<u><u>15,620</u></u>	<u><u>15,620</u></u>

CITY MANAGER



CITY OF NAPLES
Departmental Budget 1979-80

CITY MANAGER

	<u>Actual Expenditures 1977-78</u>	<u>Annual Budget 1978-79</u>	<u>Department Request 1979-80</u>	<u>City Manager Recommends 1979-80</u>	<u>Council Approval 1979-80</u>
Employee Services	86,413	91,034	_____	95,058	95,058
Maintenance & Operation	13,026	11,783	_____	10,313	10,313
Capital Outlay	5,263	202	_____	-0-	-0-
TOTAL	<u>104,702</u>	<u>103,019</u>	<u>_____</u>	<u>105,371</u>	<u>105,371</u>

The City Manager, as the chief executive officer of the City, directs all operations within the administrative branch of 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

- Complete review of city garbage/trash operation.
- Complete review of park maintenance operation.
- Implementation of recommended changes and improvements in vehicle maintenance/fleet management operation.

CITY MANAGER

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages					
10 Permanent	76,571	80,035	82,834	82,834
12 Temp. & Part Time
13 Other	15	175	100	100
Less Abatements
Total Salaries & Wages	76,586	80,210	82,934	82,934
Employee Overhead					
15 Employer Payroll Expenses	9,827	10,824	12,124	12,124
Less Abatements
TOTAL EMPLOYEE SERVICES	86,413	91,034	95,058	95,058
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing	97	400	400	400
21 Utilities
22 Telephone & Telegraph	2,844	2,248	2,232	2,232
23 Office Supplies	745	750	750	750
24 Travel & Meetings	2,674	2,260	2,200	2,200
25 Vehicle Expense	1,308	1,300	1,300	1,300
26 Duplicating Charges	4,381	3,850	2,500	2,500
27 Auto Mileage
28 Spec. Supplies & Serv.
29 Small Tools & Equipment
30 Maintenance of Equipment	224	225	181	181
31 Building Repairs & Maint.
32 Rent
33 Dues & Subscriptions	753	750	750	750
34 Professional Services
35 School & Training Expense
36 Insurance
38 Outside Contracts
39 Other Expense
.....
.....
TOTAL MAINT. & OPERATION	13,026	11,783	10,313	10,313
<u>CAPITAL OUTLAY</u>					
92 Building Improvements
93 Imprv. Other Than Bldgs.
94 Office Equipment	454	202	---	---
95 Mobile Equipment	4,809	---	---	---
96 Other Equipment
98 Less Abatements
TOTAL CAPITAL OUTLAY	5,263	202	-0-	-0-

CITY MANAGER

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 City Manager	40,000	40,000
1 Assistant to City Manager	21,000	21,000
1 Secretary to City Manager	12,293	12,293
1 Secretary II	9,541	9,541
	<u>82,834</u>	<u>82,834</u>
13 Other		
Overtime	100	100
	<u>82,934</u>	<u>82,934</u>
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Social Security	4,220	4,220
Retirement	5,806	5,806
Health Insurance	1,536	1,536
Life Insurance	230	230
Workers' Compensation	332	332
	<u>12,124</u>	<u>12,124</u>
Total Employee Overhead		
	<u>95,058</u>	<u>95,058</u>
<u>MAINTENANCE & OPERATION</u>		
20 Advertising & Printing	400	400
Stationery, forms, etc.		
22 Telephone & Telegraph	2,232	2,232
Local service, tolls, telegraph		
23 Office Supplies	750	750
24 Travel & Meetings	2,200	2,200
-Florida League of Cities (1)		
-International City Management Association (1)		
-Florida City/County Managers Association (2)		
-Unscheduled		
25 Vehicle Expense	1,300	1,300
Gasoline, oil, maintenance, repair		
26 Duplicating Charges	2,500	2,500
30 Maintenance of Equipment	181	181
Typewriters, dictating equipment, calculators		
33 Dues & Subscriptions	750	750
	<u>10,313</u>	<u>10,313</u>
TOTAL MAINTENANCE & OPERATION		

COMMUNITY DEVELOPMENT DEPARTMENT

DIRECTOR

BUILDING & ZONING

- 1 Building & Zoning Supervisor
- 1 Building Inspector
- 1 Electrical Inspector
- 1 Plumbing & HARV Inspector
- 1 Zoning Enforcement Inspector
- 1 Secretary II
- 1 Permit Clerk

PLANNING

- 1 Chief Planner
- 1 Planner I
- 1 Secretary II

CITY OF NAPLES
Departmental Budget 1979-80

COMMUNITY DEVELOPMENT
BUILDING & ZONING DIVISION

	Actual Expenditures <u>1977-78</u>	Annual Budget <u>1978-79</u>	Department Request <u>1979-80</u>	City Manager Recommends <u>1979-80</u>	Council Approval <u>1979-80</u>
Employee Services	<u>123,330</u>	<u>125,471</u>	<u>129,094</u>	<u>128,694</u>	<u>128,694</u>
Maintenance & Operation	<u>15,833</u>	<u>12,741</u>	<u>16,932</u>	<u>15,807</u>	<u>15,807</u>
Capital Outlay	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL	<u>139,163</u>	<u>138,212</u>	<u>146,026</u>	<u>144,501</u>	<u>144,501</u>

The Building & Zoning Division is responsible for the plan check, permit issuance and inspection of all construction in the City; the enforcement of the city's zoning ordinance; the administration and processing of petitions relative to the city's Board of Appeals and Contractors' Examining Board; and for the preparation of various construction-related data and reports.

The division's overall goal is to provide the highest level of plan check, inspection and enforcement services at the lowest possible cost.

New Programs & Projects

The primary activities of 1979-80 will include a review and revision of the existing building-related codes and the preparation for adoption of various 1979 editions of the standard codes; the continued review and revision of various policies and procedures in an effort to simplify and clarify requirements and regulations; and the initiation of a city-wide sign inventory program.

COMMUNITY DEVELOPMENT
BUILDING & ZONING DIVISION

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages	104,063	105,668	105,520	105,520	105,520
10 Permanent	---	500	2,100	1,700	1,700
12 Temp. & Part Time	139	---	---	---	---
13 Other	---	---	---	---	---
Less Abatements	---	---	---	---	---
Total Salaries & Wages	104,202	106,168	107,620	107,220	107,220
Employee Overhead	19,128	19,303	21,474	21,474	21,474
15 Employer Payroll Expenses	---	---	---	---	---
Less Abatements	---	---	---	---	---
TOTAL EMPLOYEE SERVICES	123,330	125,471	129,094	128,694	128,694
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing	2,159	200	250	250	250
21 Utilities	---	---	---	---	---
22 Telephone & Telegraph	1,417	1,250	1,250	900	900
23 Office Supplies	479	750	750	650	650
24 Travel & Meetings	704	820	1,270	820	820
25 Vehicle Expense	5,328	4,000	6,000	6,000	6,000
26 Duplicating Charges	570	625	625	400	400
27 Auto Mileage	---	---	---	---	---
28 Spec. Supplies & Serv.	1,977	1,800	5,585	5,585	5,585
29 Small Tools & Equipment	---	---	---	---	---
30 Maintenance of Equipment	757	900	900	900	900
31 Building Repairs & Maint.	---	---	---	---	---
32 Rent	---	---	---	---	---
33 Dues & Subscriptions	2,442	2,300	302	302	302
34 Professional Services	---	96	---	---	---
35 School & Training Expense	---	---	---	---	---
36 Insurance	---	---	---	---	---
38 Outside Contracts	---	---	---	---	---
39 Other Expense	---	---	---	---	---
TOTAL MAINT. & OPERATION	15,833	12,741	16,932	15,807	15,807
<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	---	---	---	---	---

COMMUNITY DEVELOPMENT
BUILDING & ZONING DIVISION

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
Director (½)	16,163	16,163
1 Building & Zoning Supervisor	18,218	18,218
1 Building Inspector	13,905	13,905
1 Electrical Inspector	13,283	13,283
1 Plumbing & H.A.R.V. Inspector	12,227	12,227
1 Zoning Enforcement Inspector	12,763	12,763
1 Secretary II	9,542	9,542
1 Permit Clerk	9,419	9,419
	105,520	105,520
12 Temporary & Part Time	1,700	1,700
Total Employee Salaries & Wages	107,220	107,220
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Social Security	5,582	5,582
Retirement	6,255	6,255
Health Insurance	2,088	2,088
Life Insurance	403	403
Workers' Compensation	4,935	4,935
½ Director	2,211	2,211
Total Employee Overhead	21,474	21,474
TOTAL EMPLOYEE SERVICES	128,694	128,694

MAINTENANCE & OPERATION

20 Advertising & Printing	250	250
22 Telephone & Telegraph	900	900
23 Office Supplies	650	650
24 Travel & Meetings		
-Building Officials Association of Florida - Annual Meeting - February, 1980, Daytona Beach - Community Development Director or Building Official	250	250
-Standard Building Code - Annual Conference - October, 1979, Atlanta - Community Development Director or Building Official	-0-	-0-
-International Electrical Inspectors - State Meeting - Electrical Inspector	200	200
-Plumbing & Mechanical Inspectors - State Meeting - Plumbing Inspector	200	200
-Monthly building officials meetings	120	120
-Unscheduled meetings	50	50
	820	820
25 Vehicle Expense	6,000	6,000
26 Duplicating Charges	400	400

Departmental Budget 1979-80

COMMUNITY DEVELOPMENT
BUILDING & ZONING DIVISION
 (Cont.)

<u>MAINTENANCE & OPERATION (Cont.)</u>	<u>RECOMMENDED</u>	<u>APPROVED</u>
28 Special Supplies & Services		
-25 zoning atlases	450	450
-100 zoning maps	110	110
-100 building codes	1,300	1,300
-75 plumbing codes	750	750
-50 mechanical codes	500	500
-50 national electrical codes	375	375
-building permits	850	850
-inspection cards	750	750
-competency cards & decals	500	500
	<u>5,585</u>	<u>5,585</u>
30 Maintenance of Equipment	900	900
Typewriters & radios		
33 Dues & Subscriptions		
-Standard Building Code	75	75
-Building Officials Association of Florida	15	15
-International Association of Electrical Inspectors	25	25
-Southwest Florida Code Administrators Association	7	7
-Certification retention	20	20
-Florida Association of Plumbing Inspectors	10	10
-Miscellaneous subscriptions	150	150
	<u>302</u>	<u>302</u>
 TOTAL MAINTENANCE & OPERATION	 <u>15,807</u>	 <u>15,807</u>

CITY OF NAPLES
Departmental Budget 1979-80

COMMUNITY DEVELOPMENT
PLANNING DIVISION

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
Employee Services	<u>72,914</u>	<u>80,081</u>	<u>67,901</u>	<u>67,901</u>	<u>67,901</u>
Maintenance & Operation	<u>10,313</u>	<u>8,701</u>	<u>8,932</u>	<u>8,032</u>	<u>8,032</u>
Capital Outlay	<u>4,580</u>	<u>200</u>	<u>1,210</u>	<u>1,210</u>	<u>1,210</u>
TOTAL	<u><u>87,807</u></u>	<u><u>88,982</u></u>	<u><u>78,043</u></u>	<u><u>77,143</u></u>	<u><u>77,143</u></u>

The Planning Division is responsible for preparing and implementing the city's comprehensive plan, maintaining its current zoning atlas and making recommendations to the Planning Advisory Board on amendments to the zoning atlas and zoning ordinance consistent with the implementation of the city's comprehensive plan and City Council policy.

The division processes and makes recommendations concerning a variety of petitions, including special exceptions, variances, subdivisions and the like. In addition, it provides such information as population and economic growth trends, land development regulations and similar data to the public and other governmental agencies. Studies and reports as requested by the City Manager or Community Development Director are also prepared by this division.

The division's overall goal is to provide the most cost-effective and efficient planning-related data, processing of petitions and recommendations as possible.

New Programs & Projects

The major 1979-80 activities of the Planning Division will include the implementation of the city's new comprehensive plan, adopted in July, 1979; a continuing review and improvement of the city's zoning ordinance; securing a Section 8 New Construction Allocation for the Carver Site project; completion and close-out of the administration of the city's Economic Development Administration grant and efforts to obtain bikeway-related grants. Also, the zoning atlas (land use information) will be completely updated.

COMMUNITY DEVELOPMENT
PLANNING DIVISION

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages	61,371	68,365	57,457	57,457	57,457
10 Permanent	2,591	1,800	1,600	1,600	1,600
12 Temp. & Part Time					
13 Other					
Less Abatements					
Total Salaries & Wages	63,962	70,165	59,057	59,057	59,057
Employee Overhead	8,952	9,916	8,844	8,844	8,844
15 Employer Payroll Expenses					
Less Abatements					
TOTAL EMPLOYEE SERVICES	72,914	80,081	67,901	67,901	67,901
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing	1,660	2,200	1,620	1,620	1,620
21 Utilities					
22 Telephone & Telegraph	1,474	1,320	1,416	1,416	1,416
23 Office Supplies	486	425	550	550	550
24 Travel & Meetings	1,098	1,310	1,360	1,160	1,160
25 Vehicle Expense	265	300	350	350	350
26 Duplicating Charges	2,258	1,545	1,650	1,300	1,300
27 Auto Mileage	---	50	50	50	50
28 Spec. Supplies & Serv.	2,342	500	900	550	550
29 Small Tools & Equipment	---	221	150	150	150
30 Maintenance of Equipment	51	55	41	41	41
31 Building Repairs & Maint.					
32 Rent					
33 Dues & Subscriptions	679	775	845	845	845
34 Professional Services					
35 School & Training Expense					
36 Insurance					
38 Outside Contracts					
39 Other Expense					
TOTAL MAINT. & OPERATION	10,313	8,701	8,932	8,032	8,032
<u>CAPITAL OUTLAY</u>					
92 Building Improvements					
93 Imprv. Other Than Bldgs.					
94 Office Equipment	193	200	810	810	810
95 Mobile Equipment	4,387	---	---	---	---
96 Other Equipment	---	---	400	400	400
98 Less Abatements					
TOTAL CAPITAL OUTLAY	4,580	200	1,210	1,210	1,210

Departmental Budget 1979-80

COMMUNITY DEVELOPMENT
PLANNING DIVISION

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
Director (½)	16,164	16,164
1 Chief Planner	19,479	19,479
1 Planner I	12,500	12,500
1 Secretary II	9,314	9,314
	<u>57,457</u>	<u>57,457</u>
12 Temporary & Part Time		
1 Planning Intern	1,600	1,600
	<u>1,600</u>	<u>1,600</u>
Total Employee Salaries & Wages	59,057	59,057
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Retirement	2,890	2,890
Social Security	2,629	2,629
Workers' Compensation	172	172
Health Insurance	770	770
Life Insurance	172	172
½ Director	2,211	2,211
	<u>8,844</u>	<u>8,844</u>
Total Employee Overhead	8,844	8,844
TOTAL EMPLOYEE SERVICES	<u>67,901</u>	<u>67,901</u>
<u>MAINTENANCE & OPERATION</u>		
20 Advertising & Printing		
Legal advertisements	450	450
Map printing	800	800
Redi Maps (lease)	370	370
	<u>1,620</u>	<u>1,620</u>
22 Telephone & Telegraph	1,416	1,416
23 Office Supplies	550	550
24 Travel & Meetings		
-American Planning Association		
National Conference - spring or fall -		
5 days - (April, 1979, San Francisco) -		
Community Development Director	500	500
-American Planning Association		
State Chapter Meeting - 3 days -		
Community Development Director or		
Planner III	160	160
-Florida Planning & Zoning Association		
Annual Conference - 2 days -		
Community Development Director	250	250
-Community Development Block Grant		
Preapplication Conference - Jacksonville -		
2 days - Planner III or Planner I	-0-	-0-
-City Retreat - Community Development		
Director	50	50
-Unscheduled City business or		
seminars	200	200
	<u>1,160</u>	<u>1,160</u>
25 Vehicle Expense	350	350
26 Duplicating Charges	1,300	1,300
27 Auto Mileage	50	50

COMMUNITY DEVELOPMENT
PLANNING DIVISION
(Cont.)

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
28 Special Supplies & Services	550	550
-Film processing, supplies		
-Typing - comprehensive plan implementation programs	-0-	-0-
	550	550
29 Small Tools & Equipment		
1 calculator	40	40
1 set - drafting pens	90	90
1 ink compass	20	20
	150	150
30 Maintenance of Equipment	41	41
IBM typewriter		
32 Dues & Subscriptions		
-Fort Myers News-Press	70	70
-Naples Daily News	60	60
-Naples Star	15	15
-Federal Register	55	55
-Community Planning Report	90	90
-Catalog of Federal Domestic Assistance	25	25
-Florida Statistical Abstract	15	15
-American Planning Association (American Institute of Certified Planners)	350	350
-American Society of Public Administrators	30	30
-Florida Planning & Zoning Association	10	10
-Florida Association of Housing & Redevelopment Officers	25	25
-Miscellaneous publications	100	100
	845	845
TOTAL MAINTENANCE & OPERATION	8,032	8,032
 <u>CAPITAL OUTLAY</u>		
94 Office Equipment	810	810
-IBM Selectric correcting typewriter (replacement)		
96 Other Equipment	400	400
Set of city maps for land use atlas (replacement)		
TOTAL CAPITAL OUTLAY	1,210	1,210

ENGINEERING DEPARTMENT

CITY ENGINEER

Design-Administration

- 3 Senior Engineering Technicians
- 1 Drafting Technician
- 1 Secretary II

Traffic Control

- 1 Traffic Engineer
- 1 Division Superintendent
- 1 Signal Technician
- 1 Traffic Control Technician
- 1 Laborer II

Streets & Drainage

- 1 Division Superintendent
- 1 Street Construction Supervisor
- 3 Street Maintenance Crew Leaders
- 6 Dump Truck Drivers
- 5 Laborer II
- 2 Laborer I
- 1 Grader Operator II
- 1 Grader Operator I
- 2 Payloader Operators

CITY OF NAPLES
Departmental Budget 1979-80

ENGINEERING
DESIGN/ADMINISTRATION SECTION

	<u>Actual Expenditures 1977-78</u>	<u>Annual Budget 1978-79</u>	<u>Department Request 1979-80</u>	<u>City Manager Recommends 1979-80</u>	<u>Council Approval 1979-80</u>
Employee Services	51,755	58,994	63,685	62,307	62,307
Maintenance & Operation	7,078	8,550	8,560	8,162	8,162
Capital Outlay	492	490	-0-	-0-	-0-
TOTAL	<u>59,325</u>	<u>68,034</u>	<u>72,245</u>	<u>70,469</u>	<u>70,469</u>

The Design/Administration Section of the Engineering Department provides administrative and technical support to the City Engineer. These support functions allow the department head to maintain management and cost controls within the Streets/Drainage Division and Traffic Control Section and at the same time, as City Engineer, maintain responsible charge for all in-house roadway and utility design work. In addition, this section approves for permitting and inspects all work within the city-owned right-of-ways; provides engineering services for other departments within the city administration as authorized by the City Manager; prepares plans, cost estimates and recommends priorities for the capital improvement programs involving streets, bike paths and drainage projects; reviews/approves engineering aspects of water and sewer main extensions; investigates and offers remedies to citizen complaints within its area of responsibility; and administers the City's energy conservation programs.

New Programs & Projects

Will evaluate more cost effective construction methods in street pavement restoration such as those utilizing asphalt recycling and slurry seal treatments.

ENGINEERING
DESIGN/ADMINISTRATION
SECTION

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
EMPLOYEE SERVICES					
Employee Salaries & Wages					
10 Permanent	78,021	110,878	102,938	102,938	102,938
12 Temp. & Part Time	---	600	---	---	---
13 Other	30	---	---	---	---
Less Abatements	see below	(60,775)	(52,300)	(52,300)	(52,300)
Total Salaries & Wages	78,051	50,703	50,638	50,638	50,638
Employee Overhead	14,949	19,016	24,447	23,069	23,069
15 Employer Payroll Expenses					
Less Abatements	(41,245)	(10,725)	(11,400)	(11,400)	(11,400)
TOTAL EMPLOYEE SERVICES	51,775	58,994	63,685	62,307	62,307
MAINTENANCE & OPERATION					
20 Advertising & Printing	---	100	100	100	100
21 Utilities					
22 Telephone & Telegraph	1,215	1,200	1,440	1,320	1,320
23 Office Supplies	430	550	450	450	450
24 Travel & Meetings	396	800	940	940	940
25 Vehicle Expense	2,138	2,200	1,800	1,600	1,600
26 Duplicating Charges	191	150	390	312	312
27 Auto Mileage					
28 Spec. Supplies & Serv.	2,198	2,400	2,190	2,190	2,190
29 Small Tools & Equipment	---	250	250	250	250
30 Maintenance of Equipment	133	200	200	200	200
31 Building Repairs & Maint.					
32 Rent					
33 Dues & Subscriptions	---	400	400	400	400
34 Professional Services					
35 School & Training Expense	---	200	300	300	300
36 Insurance					
38 Outside Contracts					
39 Other Expense	377	100	100	100	100
TOTAL MAINT. & OPERATION	7,078	8,550	8,560	8,162	8,162
CAPITAL OUTLAY					
92 Building Improvements					
93 Imprv. Other Than Bldgs.					
94 Office Equipment	492	---			
95 Mobile Equipment					
96 Other Equipment	---	490			
98 Less Abatements					
TOTAL CAPITAL OUTLAY	492	490	---	---	---

Departmental Budget 1979-80
ENGINEERING
DESIGN/ADMINISTRATION SECTION
(Cont.)

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 City Engineer	29,660	29,660
3 Senior Engineering Technicians	52,770	52,770
1 Drafting Technician	10,966	10,966
1 Secretary II	9,542	9,542
	102,938	102,938
Less Abatements	(52,300)	(52,300)
Total Employee Salaries & Wages	50,638	50,638
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Retirement	7,206	7,206
Social Security	5,856	5,856
Workers' Compensation	7,352	7,352
Health Insurance	2,309	2,309
Life Insurance	346	346
	23,069	23,069
Less Abatements	(11,400)	(11,400)
Total Employee Overhead	11,669	11,669
TOTAL EMPLOYEE SERVICES	62,307	62,307
<u>MAINTENANCE & OPERATION</u>		
20 Advertising & Printing	100	100
22 Telephone & Telegraph	1,320	1,320
23 Office Supplies	450	450
24 Travel & Meetings		
-Florida Engineering Society Annual Meeting - 3 days - City Engineer	280	280
-American Public Works Association - 3 days - City Engineer	380	380
-Florida Beaches & Shores Association - 3 days - City Engineer	280	280
	940	940
25 Vehicle Expense	1,600	1,600
26 Duplicating Charges	312	312
28 Special Supplies & Services		
-Uniforms & safety shoes	590	590
-Survey & drafting supplies	1,000	1,000
-Reference books, miscellaneous	600	600
	2,190	2,190
29 Small Tools & Equipment	250	250
30 Maintenance of Equipment	200	200
Survey instruments		
33 Dues & Subscriptions	400	400
Professional societies and registrations, periodicals		

Departmental Budget 1979-80
ENGINEERING
DESIGN/ADMINISTRATION SECTION
(Cont.)

<u>MAINTENANCE & OPERATION (Cont.)</u>	<u>RECOMMENDED</u>	<u>APPROVED</u>
35 School & Training Expense Florida Technological Institute - Senior Technicians - 4 days	300	300
39 Other Expense	100	100
TOTAL MAINTENANCE & OPERATION	<u>8,162</u>	<u>8,162</u>

CITY OF NAPLES
Departmental Budget 1979-80

ENGINEERING
STREETS & DRAINAGE DIVISION

	<u>Actual Expenditures 1977-78</u>	<u>Annual Budget 1978-79</u>	<u>Department Request 1979-80</u>	<u>City Manager Recommends 1979-80</u>	<u>Council Approval 1979-80</u>
Employee Services	<u>173,396</u>	<u>178,895</u>	<u>147,520</u>	<u>138,046</u>	<u>138,046</u>
Maintenance & Operation	<u>128,793</u>	<u>114,372</u>	<u>62,695</u>	<u>63,186</u>	<u>63,186</u>
Capital Outlay	<u>1,640</u>	<u>600</u>	<u>2,600</u>	<u>2,600</u>	<u>2,600</u>
TOTAL	<u><u>303,829</u></u>	<u><u>293,867</u></u>	<u><u>212,815</u></u>	<u><u>203,832</u></u>	<u><u>203,832</u></u>

The Streets & Drainage Division of the Engineering Department maintains the 103 miles of local streets within the City as well as the associated drainage systems. In addition to these functions, it executes street reconstruction/repaving projects funded under the capital improvement program valued as approximately \$400,000 annually. Recent direct cost comparisons between this division's cost to complete and outside contractor costs on similar projects indicates a taxpayer savings of at least 30%, which well justifies this division's involvement in the capital improvement program.

New Programs & Projects

- Curbing repairs - Port Royal area.
- Grassed swale renovations City-wide.
- Better use of project scheduling techniques to allow better cost control and on-time project completions.

ENGINEERING

Departmental Budget 1979-80

STREETS & DRAINAGE DIVISION

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
EMPLOYEE SERVICES					
Employee Salaries & Wages					
10 Permanent	141,943	208,742	228,438	228,438	228,438
12 Temp. & Part Time
13 Other	8,174	11,300	10,300	10,300	10,300
Less Abatements	see below	(72,000)	(127,000)	(127,000)	(127,000)
Total Salaries & Wages	150,117	148,042	111,738	111,738	111,738
Employee Overhead	46,643	56,124	75,152	67,123	67,123
15 Employer Payroll Expenses
Less Abatements	(23,364)	(19,827)	(39,370)	(35,159)	(35,159)
Salary Savings		(5,444)		(5,656)	(5,656)
TOTAL EMPLOYEE SERVICES	<u>173,396</u>	<u>178,895</u>	<u>147,520</u>	<u>138,046</u>	<u>138,046</u>
MAINTENANCE & OPERATION					
20 Advertising & Printing
21 Utilities
22 Telephone & Telegraph	---	---	270	270	270
23 Office Supplies	---	---	50	50	50
24 Travel & Meetings	---	---	150	150	150
25 Vehicle Expense	25,981	25,000	27,200	27,200	27,200
26 Duplicating Charges
27 Auto Mileage	---	---	100	100	100
28 Spec. Supplies & Serv.	41,482	53,300	49,485	49,976	49,976
29 Small Tools & Equipment	912	800	2,540	2,540	2,540
30 Maintenance of Equipment
31 Building Repairs & Maint.
32 Rent	752	1,000	400	400	400
33 Dues & Subscriptions
34 Professional Services
35 School & Training Expense
36 Insurance
38 Outside Contracts	67,737	76,772	---	---	---
39 Other Expense	3,124	2,500	500	500	500
40 Less Abatements	(11,195)	(45,000)	(18,000)	(18,000)	(18,000)
TOTAL MAINT. & OPERATION	<u>128,793</u>	<u>114,372</u>	<u>62,695</u>	<u>63,186</u>	<u>63,186</u>
CAPITAL OUTLAY					
92 Building Improvements
93 Imprv. Other Than Bldgs.
94 Office Equipment
95 Mobile Equipment
96 Other Equipment	1,640	600	2,600	2,600	2,600
98 Less Abatements
TOTAL CAPITAL OUTLAY	<u>1,640</u>	<u>600</u>	<u>2,600</u>	<u>2,600</u>	<u>2,600</u>

Departmental Budget 1979-80

ENGINEERING
STREETS & DRAINAGE DIVISION

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Division Superintendent	20,000	20,000
1 Street Construction Supervisor	13,314	13,314
3 Street Maintenance Crew Leaders	34,316	34,316
6 Truck Drivers	57,275	57,275
5 Laborer II	42,607	42,607
2 Laborer I	15,664	15,664
1 Grader Operator I	10,681	10,681
1 Grader Operator II	13,194	13,194
2 Payloader Operators	21,387	21,387
	228,438	228,438
13 Other		
Overtime	10,000	10,000
Standby	300	300
	10,300	10,300
Less Abatements	(127,000)	(127,000)
Total Employee Salaries & Wages	111,738	111,738
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Retirement	16,700	16,700
Social Security	14,635	14,635
Workers' Compensation	28,713	28,713
Health Insurance	5,808	5,808
Life Insurance	1,267	1,267
	67,123	67,123
Less Abatements	(35,159)	(35,159)
Total Employee Overhead	31,964	31,964
Salary Savings	(5,656)	(5,656)
TOTAL EMPLOYEE SERVICES	138,046	138,046
<u>MAINTENANCE & OPERATION</u>		
22 Telephone & Telegraph	270	270
23 Office Supplies	50	50
24 Travel & Meetings	150	150
-Roadway Contractor Equipment Exposition - Division Superintendent - 3 days @ \$50		
25 Vehicle Expense		
-Gas, diesel & oil - \$1,000	12,000	12,000
-Servicing	3,200	3,200
-Unforeseen repairs (brakes, hydraulics, clutches, lights, etc.)	8,000	8,000
-Tires, batteries	4,000	4,000
	27,200	27,200
27 Auto Mileage	100	100

Departmental Budget 1979-80

ENGINEERING
STREETS & DRAINAGE DIVISION
(Cont.)

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
28 Special Supplies & Services		
-Uniforms & safety apparel	5,776	5,776
-Street & drainage materials	42,200	42,200
-Miscellaneous expendable materials	2,000	2,000
	<u>49,976</u>	<u>49,976</u>
29 Small Tools & Equipment		
-Hand tools	1,100	1,100
-Barricades with flashers	1,440	1,440
	<u>2,540</u>	<u>2,540</u>
32 Rental Equipment	400	400
39 Other Expense	500	500
Less Abatements	(18,000)	(18,000)
TOTAL MAINTENANCE & OPERATION	<u>63,186</u>	<u>63,186</u>
<u>CAPITAL OUTLAY</u>		
96 Other Equipment		
-1 diaphragm pump with hose	1,200	1,200
-1 vibrating compactor	1,400	1,400
TOTAL CAPITAL OUTLAY	<u>2,600</u>	<u>2,600</u>

CITY OF NAPLES
Departmental Budget 1979-80

	<u>ENGINEERING</u>				
	<u>TRAFFIC CONTROL SECTION</u>				
	<u>Actual</u> <u>Expenditures</u> <u>1977-78</u>	<u>Annual</u> <u>Budget</u> <u>1978-79</u>	<u>Department</u> <u>Request</u> <u>1979-80</u>	<u>City</u> <u>Manager</u> <u>Recommends</u> <u>1979-80</u>	<u>Council</u> <u>Approval</u> <u>1979-80</u>
Employee Services	<u>45,866</u>	<u>52,153</u>	<u>86,484</u>	<u>85,708</u>	<u>85,708</u>
Maintenance & Operation	<u>170,708</u>	<u>175,328</u>	<u>190,296</u>	<u>189,171</u>	<u>189,171</u>
Capital Outlay	<u>946</u>	<u>4,100</u>	<u>800</u>	<u>800</u>	<u>800</u>
TOTAL	<u><u>217,520</u></u>	<u><u>231,581</u></u>	<u><u>277,580</u></u>	<u><u>275,679</u></u>	<u><u>275,679</u></u>

The Traffic Control Section of the Engineering Department will continue to study, analyze, make recommendations and implement traffic safety and operational improvements. Some of these improvements will be major in scope requiring capital improvement funds while other small projects will only require minor sign, signal and pavement marking changes and will come from the regular operating budget. A traffic study recently completed by our traffic consultant, Barr, Dunlop & Associates, documented safety and operational improvements which will be prioritized and implemented as time and funding permit.

Florida Statute 316.0745 requires that by January 1, 1980, all signal displays be upgraded to provide two indications per approach. Seven signalized intersections in the City will require upgrading as a result of this law.

New Programs & Projects

Last year the City received a \$15,000 Sign Implementation Grant which will be used to replace 650 old stop signs. Also, as part of this grant, we must make an effort to upgrade our remaining non-standard signs. Other sign projects may include the upgrading of beachhead signs and replacement of old, faded street name signs.

The maintenance and repair of the following items will continue by this section during the 1979-80 fiscal year:

- Traffic Control Signs
- City-owned Street Lights
- Parking Meters
- Traffic Control Signals
- Traffic Striping

ENGINEERING
TRAFFIC CONTROL SECTION

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
EMPLOYEE SERVICES					
Employee Salaries & Wages					
10 Permanent	35,567	46,498	72,861	72,861	72,861
12 Temp. & Part Time					
13 Other	1,520	2,500	2,500	2,100	2,100
Less Abatements	---	(7,534)	(6,000)	(6,000)	(6,000)
Total Salaries & Wages	37,087	41,464	69,361	68,961	68,961
Employee Overhead					
15 Employer Payroll Expenses	8,779	12,155	19,123	18,747	18,747
Less Abatements	---	(1,466)	(2,000)	(2,000)	(2,000)
TOTAL EMPLOYEE SERVICES	45,866	52,153	86,484	85,708	85,708
MAINTENANCE & OPERATION					
20 Advertising & Printing					
21 Utilities	152,761	157,000	170,500	170,500	170,500
22 Telephone & Telegraph	427	450	900	475	475
23 Office Supplies	---	---	100	100	100
24 Travel & Meetings	249	220	750	450	450
25 Vehicle Expense	3,109	3,500	3,500	3,100	3,100
26 Duplicating Charges					
27 Auto Mileage	100	168	100	100	100
28 Spec. Supplies & Serv.	13,388	13,000	13,350	13,350	13,350
29 Small Tools & Equipment	146	250	250	250	250
30 Maintenance of Equipment	438	500	500	500	500
31 Building Repairs & Maint.					
32 Rent					
33 Dues & Subscriptions	---	---	46	46	46
34 Professional Services					
35 School & Training Expense	90	240	300	300	300
36 Insurance					
38 Outside Contracts					
39 Other Expense					
TOTAL MAINT. & OPERATION	170,708	175,328	190,296	189,171	189,171
CAPITAL OUTLAY					
92 Building Improvements	360	---	---	---	---
93 Imprv. Other Than Bldgs.					
94 Office Equipment	75	---	---	---	---
95 Mobile Equipment					
96 Other Equipment	511	4,100	800	800	800
98 Less Abatements					
TOTAL CAPITAL OUTLAY	946	4,100	800	800	800

Departmental Budget 1979-80

ENGINEERING
TRAFFIC CONTROL SECTION

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Traffic Engineer	21,837	21,837
1 Division Superintendent	16,860	16,860
1 Signal Technician	13,949	13,949
1 Traffic Control Technician	11,528	11,528
1 Laborer II	8,687	8,687
	<u>72,861</u>	<u>72,861</u>
13 Other	2,100	2,100
Overtime/standby		
Less Abatements	(6,000)	(6,000)
Total Employee Salaries & Wages	68,961	68,961
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Retirement	5,247	5,247
Social Security	4,595	4,595
Workers' Compensation	6,693	6,693
Health Insurance	1,924	1,924
Life Insurance	288	288
	<u>20,747</u>	<u>20,747</u>
Less Abatements	(2,000)	(2,000)
Total Employee Overhead	16,747	16,747
TOTAL EMPLOYEE SERVICES	<u>85,708</u>	<u>85,708</u>
<u>MAINTENANCE & OPERATION</u>		
21 Utilities		
-Florida Power & Light energy	164,000	164,000
-Florida Power & Light added street lights	2,000	2,000
-Street light damage from lightening	1,500	1,500
-Miscellaneous Florida Power & Light street light work	3,000	3,000
	<u>170,500</u>	<u>170,500</u>
22 Telephone & Telegraph	475	475
23 Office Supplies	100	100
24 Travel & Meetings		
-Institute of Transportation Engineers - 4 meetings in state - 12 days - Traffic Engineer	300	300
-International Municipal Sign Association Meeting - 3 days - Division Superintendent	150	150
	<u>450</u>	<u>450</u>
25 Vehicle Expense	3,100	3,100
27 Auto Mileage	100	100
28 Special Supplies & Services		
-Uniforms & safety shoes	850	850
-Sign, signal & striping supplies	12,500	12,500
	<u>13,350</u>	<u>13,350</u>

Departmental Budget 1979-80

ENGINEERING
TRAFFIC CONTROL SECTION
 (Cont.)

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
29 Small Tools & Equipment	250	250
30 Maintenance of Equipment	500	500
33 Dues & Subscriptions	46	46
-Institute of Transportation Engineers		
-Traffic Engineer		
35 School & Training Expense	300	300
International Municipal Signal Association - 6 days - Signal Technician		
TOTAL MAINTENANCE & OPERATION	<u>189,171</u>	<u>189,171</u>
 <u>CAPITAL OUTLAY</u>		
96 Other Equipment		
-Mobile safety flashers	400	400
-Signal controller test equipment	400	400
TOTAL CAPITAL OUTLAY	<u>800</u>	<u>800</u>

FINANCE DEPARTMENT

DIRECTOR

Assistant Director

Accounting

1 Account Clerk II
1 Account Clerk I
1 Accounts Payable Clerk
1 Secretary II

**Customer
Services**

1 Customer Services Supervisor
3 Customer Services Reps

**Data
Processing**

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

Purchasing

1 Purchasing Supervisor
1 Secretary I
2 Custodians

CITY OF NAPLES
Departmental Budget 1979-80

FINANCE
ACCOUNTING DIVISION

	<u>Actual Expenditures 1977-78</u>	<u>Annual Budget 1978-79</u>	<u>Department Request 1979-80</u>	<u>City Manager Recommends 1979-80</u>	<u>Council Approval 1979-80</u>
Employee Services	<u>110,342</u>	<u>95,025</u>	<u>102,202</u>	<u>102,154</u>	<u>102,154</u>
Maintenance & Operation	<u>53,652</u>	<u>4,685</u>	<u>6,130</u>	<u>5,955</u>	<u>5,955</u>
Capital Outlay	<u>599</u>	<u>1,458</u>	<u>200</u>	<u>200</u>	<u>200</u>
TOTAL	<u><u>164,593*</u></u>	<u><u>101,168</u></u>	<u><u>108,532</u></u>	<u><u>108,309</u></u>	<u><u>108,309</u></u>

*Includes expenditures now in other divisions.

The Accounting Division receives and disburses all city funds, maintains all accounting records, prepares financial reports and administers the city payroll. This division is also responsible for the administration of the department.

New Programs & Projects

Implementation of new automated financial information system.

Investigation of the applicability of electronic funds transfer methods for receipts and payments.

Review insurance program for possible self-insurance of property and casualty coverage.

FINANCE
ACCOUNTING DIVISION

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
EMPLOYEE SERVICES					
Employee Salaries & Wages					
10 Permanent	95,527	82,555	88,298	88,298	88,298
12 Temp. & Part Time					
13 Other	1,026	---	---	---	---
Less Abatements					
Total Salaries & Wages	96,553	82,555	88,298	88,298	88,298
Employee Overhead					
15 Employer Payroll Expenses	13,789	12,470	13,904	13,856	13,856
Less Abatements					
TOTAL EMPLOYEE SERVICES	110,342	95,025	102,202	102,154	102,154
MAINTENANCE & OPERATION					
20 Advertising & Printing					
21 Utilities					
22 Telephone & Telegraph	2,167	1,700	1,700	1,700	1,700
23 Office Supplies	682	300	600	600	600
24 Travel & Meetings	802	650	1,000	1,000	1,000
25 Vehicle Expense					
26 Duplicating Charges	1,081	600	600	425	425
27 Auto Mileage	500	600	600	600	600
28 Spec. Supplies & Serv.	5,823	---	400	400	400
29 Small Tools & Equipment	---	---	300	300	300
30 Maintenance of Equipment	352	400	200	200	200
31 Building Repairs & Maint.					
32 Rent	22,464	---	---	---	---
33 Dues & Subscriptions	242	135	260	260	260
34 Professional Services	---	---	70	70	70
35 School & Training Expense	32	300	400	400	400
36 Insurance					
38 Outside Contracts	5,500	---	---	---	---
39 Other Expense					
41 Postage	14,007	---	---	---	---
TOTAL MAINT. & OPERATION	53,652	4,685	6,130	5,955	5,955
CAPITAL OUTLAY					
92 Building Improvements					
93 Imprv. Other Than Bldgs.					
94 Office Equipment	599	1,458	200	200	200
95 Mobile Equipment					
96 Other Equipment					
98 Less Abatements					
TOTAL CAPITAL OUTLAY	599	1,458	200	200	200

Departmental Budget 1979-80

FINANCE
ACCOUNTING DIVISION

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Finance Director	27,725	27,725
1 Assistant Finance Director	18,550	18,550
1 Account Clerk II	11,910	11,910
1 Account Clerk I	9,197	9,197
1 Accounts Payable Clerk	11,374	11,374
1 Secretary II	9,542	9,542
	<hr/>	<hr/>
Total Employee Salaries & Wages	88,298	88,298
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Social Security	5,300	5,300
Retirement	6,181	6,181
Health Insurance	1,674	1,674
Life Insurance	348	348
Workers' Compensation	353	353
	<hr/>	<hr/>
Total Employee Overhead	13,856	13,856
	<hr/>	<hr/>
TOTAL EMPLOYEE SERVICES	102,154	102,154
 <u>MAINTENANCE & OPERATION</u>		
22 Telephone & Telegraph	1,700	1,700
23 Office Supplies	600	600
24 Travel & Meetings	1,000	1,000
-State Municipal Finance Officers Association - Director and Assistant Director		
-National Municipal Finance Officers Association - Director		
26 Duplicating Charges	425	425
27 Auto Mileage	600	600
28 Special Supplies & Services	400	400
Supportive assistance		
29 Small Tools & Equipment	300	300
30 Maintenance of Equipment	200	200
33 Dues & Subscriptions	260	260
-Florida Municipal Finance Officers Association		
-National Municipal Finance Officers Association		
-Wall Street Journal		
-Miscellaneous publications		
34 Professional Services	70	70
35 School & Training Expense	400	400
Risk management - Director		
	<hr/>	<hr/>
TOTAL MAINTENANCE & OPERATION	5,955	5,955

Departmental Budget 1979-80

FINANCE
ACCOUNTING DIVISION
(Cont.)

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>CAPITAL OUTLAY</u>		
94 Office Equipment	200	200
Files & shelves - vault storage		
TOTAL CAPITAL OUTLAY	<u>200</u>	<u>200</u>

CITY OF NAPLES
Departmental Budget 1979-80

FINANCE
CUSTOMER SERVICES DIVISION

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
Employee Services	<u>78,628</u>	<u>51,136</u>	<u>46,517</u>	<u>46,517</u>	<u>46,517</u>
Maintenance & Operation	<u>27,388</u>	<u>22,830</u>	<u>21,420</u>	<u>21,220</u>	<u>21,220</u>
Capital Outlay	<u>-0-</u>	<u>-0-</u>	<u>200</u>	<u>200</u>	<u>200</u>
TOTAL	<u><u>106,016</u></u>	<u><u>73,966</u></u>	<u><u>68,137</u></u>	<u><u>67,937</u></u>	<u><u>67,937</u></u>

The Customer Services Division of the Finance Department is responsible for the collection of water, sewer and refuse bills as well as the issuance of occupational licenses, the collection of water meter and sewer application fees and lot mowing bills. This division also handles the sale or garbage bags.

Formerly, the building maintenance and janitorial service were handled by this division; it is now the responsibility of the Purchasing Supervisor.

New Programs & Projects
Automate occupational license system.

FINANCE
CUSTOMER SERVICES DIVISION

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages	67,974	43,604	38,914	38,914	38,914
10 Permanent	---	---	500	500	500
12 Temp. & Part Time	60	---	---	---	---
13 Other	---	---	---	---	---
Less Abatements	---	---	---	---	---
Total Salaries & Wages	68,034	43,604	39,414	39,414	39,414
Employee Overhead	10,594	7,532	7,103	7,103	7,103
15 Employer Payroll Expenses	---	---	---	---	---
Less Abatements	---	---	---	---	---
TOTAL EMPLOYEE SERVICES	78,628	51,136	46,517	46,517	46,517
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing	---	---	---	---	---
21 Utilities	---	---	---	---	---
22 Telephone & Telegraph	3,045	1,800	2,070	2,070	2,070
23 Office Supplies	1,449	1,000	1,000	1,000	1,000
24 Travel & Meetings	---	---	---	---	---
25 Vehicle Expense	---	---	---	---	---
26 Duplicating Charges	57	1,200	750	550	550
27 Auto Mileage	---	---	---	---	---
28 Spec. Supplies & Serv.	---	1,500	---	---	---
29 Small Tools & Equipment	9	30	---	---	---
30 Maintenance of Equipment	698	800	500	600	600
31 Building Repairs & Maint.	---	---	---	---	---
32 Rent	---	---	---	---	---
33 Dues & Subscriptions	---	---	---	---	---
34 Professional Services	---	---	---	---	---
35 School & Training Expense	---	---	---	---	---
36 Insurance	---	---	---	---	---
38 Outside Contracts	---	---	---	---	---
39 Other Expense	---	---	---	---	---
42 Postage	22,130	16,500	17,000	17,000	17,000
TOTAL MAINT. & OPERATION	27,388	22,830	21,420	21,220	21,220
<u>CAPITAL OUTLAY</u>					
92 Building Improvements	---	---	---	---	---
93 Imprv. Other Than Bldgs.	---	---	200	200	200
94 Office Equipment	---	---	---	---	---
95 Mobile Equipment	---	---	---	---	---
96 Other Equipment	---	---	---	---	---
98 Less Abatements	---	---	---	---	---
TOTAL CAPITAL OUTLAY	-0-	-0-	200	200	200

Departmental Budget 1979-80

FINANCE
CUSTOMER SERVICES DIVISION

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Customer Services Office Manager	13,289	13,289
3 Customer Services Representatives	25,625	25,625
	<u>38,914</u>	<u>38,914</u>
12 Temporary & Part Time	<u>500</u>	<u>500</u>
Total Employee Salaries & Wages	39,414	39,414
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Social Security	2,416	2,416
Retirement	2,759	2,759
Health Insurance	1,540	1,540
Life Insurance	230	230
Workers' Compensation	<u>158</u>	<u>158</u>
Total Employee Overhead	7,103	7,103
TOTAL EMPLOYEE SERVICES	<u>46,517</u>	<u>46,517</u>
<u>MAINTENANCE & OPERATION</u>		
22 Telephone & Telegraph	2,070	2,070
23 Office Supplies	1,000	1,000
26 Duplicating Charges	550	550
28 Special Supplies & Services	-0-	-0-
30 Maintenance of Equipment	600	600
40 Postage	17,000	17,000
TOTAL MAINTENANCE & OPERATION	<u>21,220</u>	<u>21,220</u>
<u>CAPITAL OUTLAY</u>		
94 Office Equipment	200	200
Shelving for Customer Services area		
TOTAL CAPITAL OUTLAY	<u>200</u>	<u>200</u>

CITY OF NAPLES
Departmental Budget 1979-80

FINANCE
DATA PROCESSING

	<u>Actual Expenditures 1977-78</u>	<u>Annual Budget 1978-79</u>	<u>Department Request 1979-80</u>	<u>City Manager Recommends 1979-80</u>	<u>Council Approval 1979-80</u>
Employee Services		35,083	37,840	37,811	37,811
Maintenance & Operation		19,848	17,434	17,384	17,384
Capital Outlay					
TOTAL		<u>54,931</u>	<u>55,274</u>	<u>55,195</u>	<u>55,195</u>

The Data Processing Division is responsible for providing data processing support to all city departments. This includes analyses and design, programming and testing, and implementation and operation.

New Programs & Projects

Implement Phases I and II of the data processing plan providing new systems for finance, payroll, personnel and Public Works.

FINANCE
DATA PROCESSING

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages					
10 Permanent		29,162	31,832	31,832	31,832
12 Temp. & Part Time					
13 Other		1,000	500	500	500
Less Abatements					
Total Salaries & Wages		30,162	32,332	32,332	32,332
Employee Overhead					
15 Employer Payroll Expenses		4,921	5,508	5,479	5,479
Less Abatements					
TOTAL EMPLOYEE SERVICES		35,083	37,840	37,811	37,811
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing					
21 Utilities					
22 Telephone & Telegraph					
23 Office Supplies		50	50	50	50
24 Travel & Meetings					
25 Vehicle Expense					
26 Duplicating Charges		175	175	125	125
27 Auto Mileage					
28 Spec. Supplies & Serv.		2,623	3,363	3,363	3,363
29 Small Tools & Equipment					
30 Maintenance of Equipment					
31 Building Repairs & Maint.					
32 Rent		17,000	---	---	---
33 Dues & Subscriptions			70	70	70
34 Professional Services					
35 School & Training Expense		---	400	400	400
36 Insurance					
38 Outside Contracts					
39 Other Expense			13,376	13,376	13,376
TOTAL MAINT. & OPERATION		19,848	17,434	17,384	17,384
<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					

Departmental Budget 1979-80

FINANCE
DATA PROCESSING

<u>EMPLOYEE SERVICES</u>	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Data Processing Supervisor	13,847	13,847
1 Key punch/Computer Operator	9,582	9,582
1 Key punch Operator	8,403	8,403
	31,832	31,832
13 Other	500	500
Overtime		
	500	500
Total Employee Salaries & Wages	32,332	32,332
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Social Security	1,981	1,981
Retirement	2,263	2,263
Health Insurance	933	933
Life Insurance	173	173
Workers' Compensation	129	129
	5,479	5,479
Total Employee Overhead	5,479	5,479
TOTAL EMPLOYEE SERVICES	37,811	37,811
 <u>MAINTENANCE & OPERATION</u>		
23 Office Supplies	50	50
26 Duplicating Charges	125	125
28 Special Supplies & Services	3,363	3,363
Computer supplies, utility bills, delinquent notices		
33 Dues & Subscriptions	70	70
35 School & Training Expense	400	400
Data Base Management School - 3 days - Data Processing Supervisor		
39 Other Expense		
Data processing charges:		
-County agreement	9,776	9,776
-Telephone lines	3,600	3,600
	13,376	13,376
TOTAL MAINTENANCE & OPERATION	17,384	17,384

CITY OF NAPLES
Departmental Budget 1979-80

FINANCE
PURCHASING

	<u>Actual Expenditures 1977-78</u>	<u>Annual Budget 1978-79</u>	<u>Department Request 1979-80</u>	<u>City Manager Recommends 1979-80</u>	<u>Council Approval 1979-80</u>
Employee Services	<u>2,832</u>	<u>19,025</u>	<u>36,505</u>	<u>36,505</u>	<u>36,505</u>
Maintenance & Operation	<u>6,457</u>	<u>6,320</u>	<u>9,970</u>	<u>8,820</u>	<u>8,820</u>
Capital Outlay	<u>558</u>	<u>---</u>	<u>810</u>	<u>810</u>	<u>810</u>
TOTAL	<u><u>9,847</u></u>	<u><u>25,345</u></u>	<u><u>47,285</u></u>	<u><u>46,135</u></u>	<u><u>46,135</u></u>

The Purchasing Division is responsible for the purchasing activities of the City. It makes purchases of \$100 or more and operates the city central supply warehouse. This division also supervises the city motor pool, mail room, reproduction center and City Hall Complex building maintenance and repair.

New Programs & Projects

Adopt new procedure for identifying fixed assets.
Issue annual contracts to eliminate duplication of efforts by departments.

- Air conditioning and heating maintenance.
- Pest and rodent control.
- Vehicle parts and repairs.

Departmental Budget 1979-80

FINANCE
PURCHASING

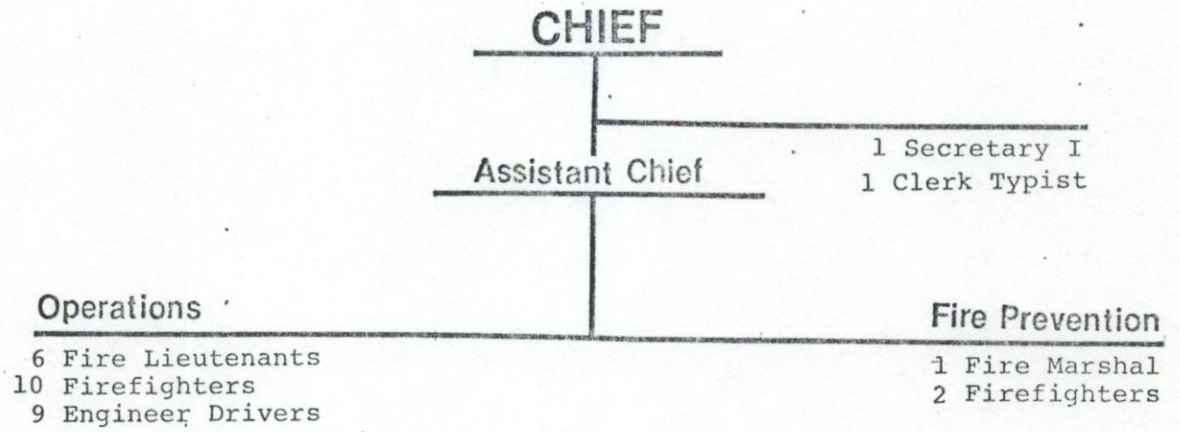
	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages	6,648	16,329	30,737	30,737	30,737
10 Permanent
12 Temp. & Part Time
13 Other	31	---	---	---	---
Less Abatements
Total Salaries & Wages	6,679	16,329	30,737	30,737	30,737
Employee Overhead	716	2,696	5,768	5,768	5,768
15 Employer Payroll Expenses
Less Abatements	(4,563)	---	---	---	---
TOTAL EMPLOYEE SERVICES	<u>2,832</u>	<u>19,025</u>	<u>36,505</u>	<u>36,505</u>	<u>36,505</u>
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing	1,089	800	900	1,100	1,100
21 Utilities
22 Telephone & Telegraph	986	900	850	850	850
23 Office Supplies	221	250	250	250	250
24 Travel & Meetings	524	200	450	---	---
25 Vehicle Expense	2,168	2,000	1,665	1,665	1,665
26 Duplicating Charges	1,185	1,600	1,300	1,100	1,100
27 Auto Mileage
28 Spec. Supplies & Serv.	---	100	100	100	100
29 Small Tools & Equipment	---	---	200	200	200
30 Maintenance of Equipment	67	110	70	70	70
31 Building Repairs & Maint.	---	---	3,500	2,800	2,800
32 Rent
33 Dues & Subscriptions	217	110	125	125	125
34 Professional Services
35 School & Training Expense	---	250	560	560	560
36 Insurance
38 Outside Contracts
39 Other Expense
TOTAL MAINT. & OPERATION	<u>6,457</u>	<u>6,320</u>	<u>9,970</u>	<u>8,820</u>	<u>8,820</u>
<u>CAPITAL OUTLAY</u>					
92 Building Improvements
93 Imprv. Other Than Bldgs.
94 Office Equipment	558	---	810	810	810
95 Mobile Equipment
96 Other Equipment
98 Less Abatements
TOTAL CAPITAL OUTLAY	<u>558</u>	<u>---</u>	<u>810</u>	<u>810</u>	<u>810</u>

Departmental Budget 1979-80

FINANCE
PURCHASING

<u>EMPLOYEE SERVICES</u>	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Purchasing Supervisor	13,840	13,840
1 Secretary I	8,972	8,972
2 Custodians (1 C.E.T.A.)	7,925	7,925
	<hr/>	<hr/>
Total Salaries & Wages	30,737	30,737
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Social Security	1,884	1,884
Retirement	2,152	2,152
Health Insurance	770	770
Life Insurance	173	173
Workers' Compensation	789	789
	<hr/>	<hr/>
Total Employee Overhead	5,768	5,768
TOTAL EMPLOYEE SERVICES	<hr/> <u>36,505</u>	<hr/> <u>36,505</u>
 <u>MAINTENANCE & OPERATION</u>		
20 Advertising & Printing	1,100	1,100
22 Telephone & Telegraph	850	850
23 Office Supplies	250	250
24 Travel & Meetings	-0-	-0-
National Institute of Governmental Purchasing Annual Conference - 4 days - Texas - Purchasing Supervisor		
25 Vehicle Expense	1,665	1,665
26 Duplicating Charges	1,100	1,100
28 Special Supplies & Services	100	100
Credit checks		
29 Small Tools & Equipment	200	200
30 Maintenance of Equipment	70	70
Typewriter, dictating equipment, calculator		
31 Building Maintenance & Repair	2,800	2,800
Heating & air conditioning, janitorial supplies, exterminator, electrical changes & repairs		
33 Dues & Subscriptions	125	125
35 School & Training Expense	560	560
Certification - public purchasing agent		
TOTAL MAINTENANCE & OPERATION	<hr/> <u>8,820</u>	<hr/> <u>8,820</u>
 <u>CAPITAL OUTLAY</u>		
94 Office Equipment	810	810
IBM Correcting Selectric Typewriter		
TOTAL CAPITAL OUTLAY	<hr/> <u>810</u>	<hr/> <u>810</u>

**FIRE
DEPARTMENT**



CITY OF NAPLES
Departmental Budget 1979-80

FIRE

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
Employee Services	<u>410,973</u>	<u>433,718</u>	<u>568,732</u>	<u>491,531</u>	<u> </u>
Maintenance & Operation	<u>30,181</u>	<u>33,172</u>	<u>46,152</u>	<u>42,562</u>	<u> </u>
Capital Outlay	<u>18,422</u>	<u>10,695</u>	<u>11,856</u>	<u>10,856</u>	<u> </u>
TOTAL	<u><u>459,576</u></u>	<u><u>477,585</u></u>	<u><u>626,740</u></u>	<u><u>544,949</u></u>	<u><u> </u></u>

The main objectives of fire protection are to prevent fires, to prevent loss of life, and to minimize property damage from fire. From the point of view of the city government, these objectives involve fire prevention and firefighting. This role has been expanded in recent years to include additional services of rescue and emergency medical aid.

New Programs & Projects

A public education campaign to bring life safety and fire protection information to city residents.

Finalize training plans for the McDonald Quarters area.

Complete revamping of records, forms and reporting.

Work toward the use of the 911 emergency telephone reporting system and dispatching of city apparatus by the sheriff's office on emergency runs.

Establish a refueling system at the scene of emergencies.

Improve fire prevention education program for citizens.

FIRE

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages	362,237	376,672	485,463	419,370	
10 Permanent	6,447	10,000	---	---	
12 Temp. & Part Time	---	---	14,132	11,500	
13 Other					
Less Abatements					
Total Salaries & Wages	368,684	386,672	499,595	430,870	
Employee Overhead	42,289	47,046	69,137	60,661	
15 Employer Payroll Expenses					
Less Abatements					
TOTAL EMPLOYEE SERVICES	410,973	433,718	568,732	491,531	
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing	839	1,000	1,150	1,150	
21 Utilities	729	700	5,829	5,229	
22 Telephone & Telegraph	3,127	3,300	4,694	3,064	
23 Office Supplies	298	600	815	650	
24 Travel & Meetings	1,601	1,928	1,050	1,050	
25 Vehicle Expense	9,998	8,695	9,705	9,705	
26 Duplicating Charges	693	750	900	575	
27 Auto Mileage	486	1,233	762	762	
28 Spec. Supplies & Serv.	6,484	7,805	9,224	9,224	
29 Small Tools & Equipment	353	625	1,122	1,122	
30 Maintenance of Equipment	1,971	2,400	4,131	4,131	
31 Building Repairs & Maint.	(60)	1,036	556	556	
32 Rent					
33 Dues & Subscriptions	319	450	529	529	
34 Professional Services					
35 School & Training Expense	1,381	1,730	4,340	3,470	
36 Insurance					
38 Outside Contracts	407	---	---	---	
39 Other Expense	467	820	400	400	
43 Safety	1,088	100	375	375	
44 Hydrant Maintenance	---	---	570	570	
TOTAL MAINT. & OPERATION	30,181	33,172	46,152	42,562	
<u>CAPITAL OUTLAY</u>					
92 Building Improvements	---	1,300	600	600	
93 Imprv. Other Than Bldgs.					
94 Office Equipment	627	3,215	558	558	
95 Mobile Equipment	9,238	---	---	---	
96 Other Equipment	8,557	6,180	10,698	9,698	
98 Less Abatements					
TOTAL CAPITAL OUTLAY	18,422	10,695	11,856	10,856	

Departmental Budget 1979-80

FIRE

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Fire Chief	24,727	24,727
1 Assistant Fire Chief	17,315	17,315
1 Fire Marshal	16,289	16,289
6 Fire Lieutenants	85,501	85,501
9 Engineer Drivers	116,150	116,150
12 Firefighters	147,492	147,492
1 Secretary I	9,195	9,195
1 Clerk Typist	2,701 (½-8mos.)	--2,701
	<u>419,370</u>	<u>419,370</u>
13 Other		
Overtime		
Holiday		
	<u>11,500</u>	<u>11,500</u>
Additional Employees Requested		
5 Firefighters		
Total Employee Salaries & Wages	<u>430,870</u>	<u>430,870</u>
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Social Security	26,486	26,486
Health Insurance	10,496	10,496
Life Insurance	1,843	1,843
Accidental Death	500	500
Workers' Compensation	21,336	21,336
Total Employee Overhead	<u>60,661</u>	<u>60,661</u>
TOTAL EMPLOYEE SERVICES	<u>491,531</u>	<u>491,531</u>
<u>MAINTENANCE & OPERATION</u>		
20 Advertising & Printing		
Forms, fire prevention brochures, civil defense handouts	1,150	1,150
21 Utilities		
Electric (Station #2), garbage, water	5,829	5,229
22 Telephone & Telegraph		
-Local service & tolls - Stations #1 & #2	4,244	
-Installation - renovation of Station #1	450	
	<u>4,694</u>	<u>3,064</u>
23 Office Supplies	815	650
24 Travel & Meetings		
-State Fire Marshal's Conference - Orlando - 4 days - Fire Marshal	250	250
-International Fire Chiefs' Association - Miami - 5 days - Fire Chief	300	300
-State Fire Chiefs' Conference - Orlando - 4 days - Fire Chief	300	300
-Unscheduled to Ocala Arson Lab	200	200
	<u>1,050</u>	<u>1,050</u>

Departmental Budget 1979-80

FIRE
(Cont)

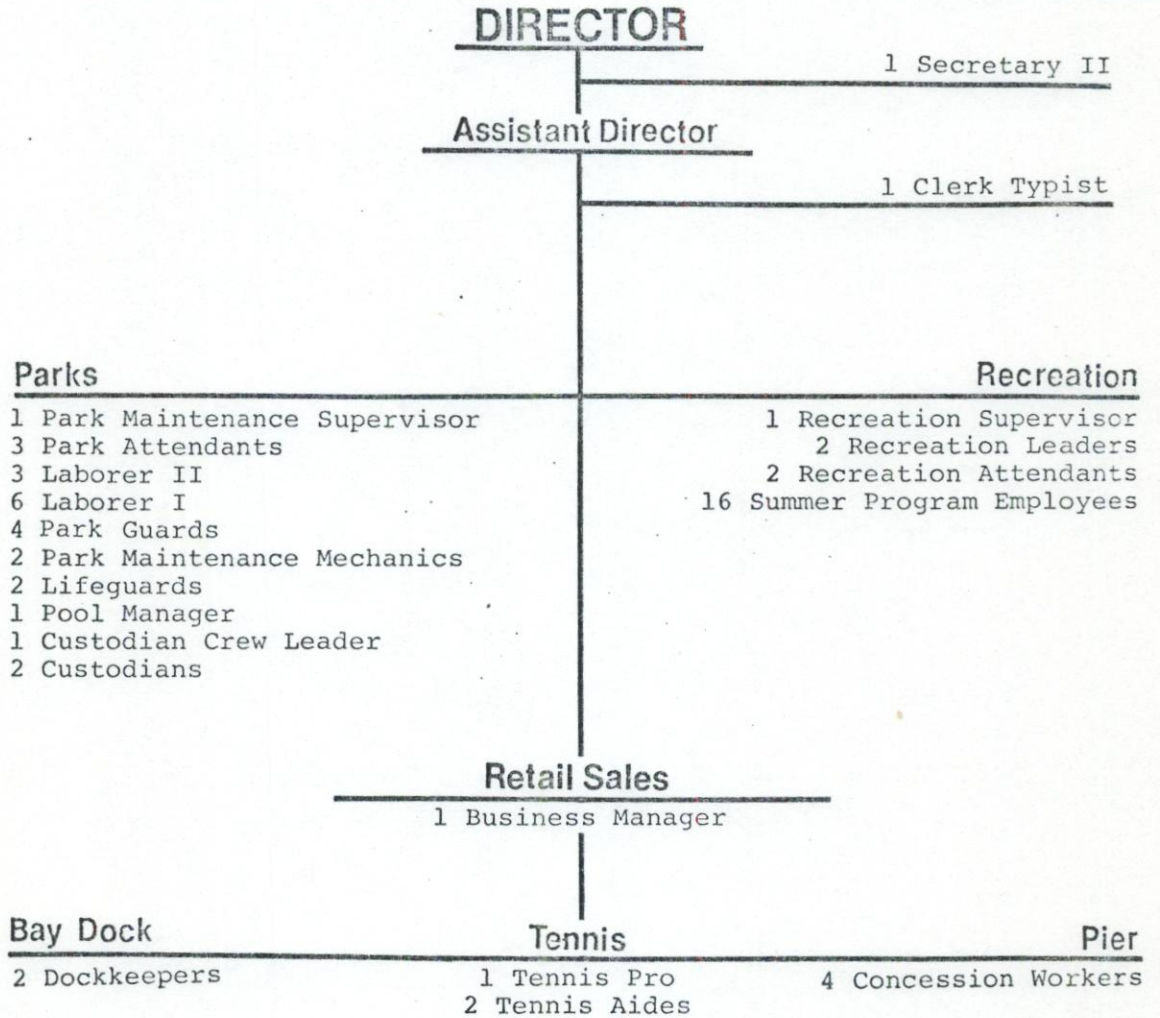
<u>MAINTENANCE & OPERATION (Cont.)</u>		<u>RECOMMENDED</u>	<u>APPROVED</u>
25	Vehicle Expense	9,705	9,705
26	Duplicating Charges	900	575
27	Auto Mileage	762	762
28	Special Supplies & Services		
	Laundry	500	500
	Uniforms	3,360	3,360
	Badges (coat)	450	450
	House supplies	3,540	3,540
	Photography, evidence, miscellaneous	774	774
	A.I.A. and N.F.P.A. codes	600	600
		<u>9,224</u>	<u>9,224</u>
29	Small Tools & Equipment	1,122	1,122
30	Maintenance of Equipment	4,131	4,131
	Typewriter, fire extinguishers, breathing equipment, communications equipment		
31	Building Maintenance & Repairs		
	Curtain replacement	50	50
	Lockers - Station #1	300	300
	Lighting arrestors	75	75
	Miscellaneous	131	131
		<u>556</u>	<u>556</u>
33	Dues & Subscriptions		
	Newspapers	216	216
	Periodicals	44	44
	Memberships	134	134
	Notary Public insurance	5	5
	City Directories	130	130
		<u>529</u>	<u>529</u>
35	School & Training Expense		
	-200 hour training - Fort Myers (3)	240	(2) ---240
	-200 hour training registration	500	500
	-Administration school - Asst. Chief	300	300
	-Fire prevention inspection training	300	300
	-Fire prevention visual aids training for public presentations	350	350
	-E.M.T. refresher course	400	400
	-Film usage - Miami Fire College	50	50
	-Textbook & college reimbursement	500	500
	-Equivalency test - Ocala	80	80
	-Sprinkler system inspection (2)	150	(1) ---150
	-28 unit training slide program	600	600
		<u>3,470</u>	<u>3,470</u>
39	Other Expense	400	400
43	Safety Program	375	375
44	Hydrant Maintenance	570	570
TOTAL MAINTENANCE & OPERATION		<u>42,562</u>	<u>42,562</u>

Departmental Budget 1979-80

FIRE
(Cont)

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>CAPITAL OUTLAY</u>		
92 Building Improvements	600	600
Miscellaneous		
94 Office Equipment		
1 credenza - Fire Chief	278	278
7 stacking chairs - conference room	280	280
	<u>558</u>	<u>558</u>
96 Other Equipment		
-2 battery chargers	240	240
-kitchen utensils	200	200
-1 walkie talkie	800	800
-replacement hose	2,474	2,474
-2 hose loading tables	900	900
-2 chairs - recreation room	400	400
-6 kitchen chairs	360	360
-equipment for refueling at emergency scene:		
Truck - Public Works	1,000	-0-
300 gallon tank	200	200
Hand pump	80	80
Installation	120	120
-miscellaneous	724	724
-Cascade system	3,200	3,200
	<u>10,698</u>	<u>9,698</u>
TOTAL CAPITAL OUTLAY	<u>11,856</u>	<u>10,856</u>

PARKS & RECREATION DEPARTMENT



CITY OF NAPLES
Departmental Budget 1979-80

PARKS & RECREATION

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
Employee Services	<u>314,344</u>	<u>355,990</u>	<u>412,367</u>	<u>377,521</u>	<u>377,521</u>
Maintenance & Operation	<u>78,532</u>	<u>96,279</u>	<u>109,184</u>	<u>103,415</u>	<u>103,415</u>
Capital Outlay	<u>10,683</u>	<u>20,805</u>	<u>24,395</u>	<u>21,729</u>	<u>21,729</u>
TOTAL	<u><u>403,549</u></u>	<u><u>473,074</u></u>	<u><u>545,946</u></u>	<u><u>502,665*</u></u>	<u><u>502,665*</u></u>

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 updating of those already established. In addition, it oversees the operation of such other department enterprises as the City Dock, Fishing Pier, tennis program and vending machine operation.

New Programs & Projects:

- Study of boat dock expansion/improvement or enlargement.
- Complete programming for multi-purpose center.
- Complete renovation of Cambier Park Community Center.
- Renovation of Carver School storage facility into recreation area.

*Does not include cost for staffing or operation of new multi-purpose center.

PARKS & RECREATION

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages					
10 Permanent	242,025	278,484	316,364	293,427	293,427
12 Temp. & Part Time	19,135	19,449	20,616	19,344	19,344
13 Other	3,378	3,682	4,013	4,013	4,013
Less Abatements					
Total Salaries & Wages	264,538	301,615	340,993	316,784	316,784
Employee Overhead					
15 Employer Payroll Expenses	49,806	56,375	71,374	65,522	65,522
Less Abatements					
Less Salary Savings		(2,000)		(4,785)	(4,785)
TOTAL EMPLOYEE SERVICES	314,344	355,990	412,367	377,521	377,521
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing	15	950	950	950	950
21 Utilities	24,261	25,500	28,829	27,800	27,800
22 Telephone & Telegraph	2,251	2,000	2,000	2,000	2,000
23 Office Supplies	351	625	688	688	688
24 Travel & Meetings	315	1,100	1,100	1,150	1,150
25 Vehicle Expense	3,932	5,500	6,215	6,215	6,215
26 Duplicating Charges	975	1,250	1,250	700	700
27 Auto Mileage	1,360	1,440	1,680	1,440	1,440
28 Spec. Supplies & Serv.	20,210	26,454	28,284	28,284	28,284
29 Small Tools & Equipment	4,226	4,000	5,940	5,940	5,940
30 Maintenance of Equipment	3,951	3,600	4,388	4,388	4,388
31 Building Repairs & Maint.	15,814	21,000	25,000	21,000	21,000
32 Rent	---	1,000	1,000	1,000	1,000
33 Dues & Subscriptions	220	440	440	440	440
34 Professional Services	651	1,000	1,000	1,000	1,000
35 School & Training Expense	---	420	420	420	420
36 Insurance					
38 Outside Contracts					
39 Other Expense					
TOTAL MAINT. & OPERATION	78,532	96,279	109,184	103,415	103,415
<u>CAPITAL OUTLAY</u>					
92 Building Improvements	197	1,800	3,600	3,600	3,600
93 Imprv. Other Than Bldgs.	635	5,800	9,685	8,793	8,793
94 Office Equipment	292	1,255	1,184	1,184	1,184
95 Mobile Equipment	7,104	6,800	4,000	4,000	4,000
96 Other Equipment	2,445	5,150	5,926	4,152	4,152
98 Less Abatements					
TOTAL CAPITAL OUTLAY	10,673	20,805	24,395	21,729	21,729

Departmental Budget 1979-80

PARKS & RECREATION

<u>EMPLOYEE SERVICES</u>	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Director	23,957	23,957
1 Assistant Director	16,967	16,967
1 Recreation Supervisor	13,315	13,315
1 Recreation Leader (Fleischmann)	10,965	10,965
1 Recreation Leader (River Park)	10,966	10,966
1 Business Manager	12,107	12,107
1 Secretary II	9,780	9,780
1 Clerk Typist	8,613	8,613
1 Recreation Attendant (Cambier)	7,832	7,832
1 Recreation Attendant (River Park)	7,989	7,989
1 Custodian Crew Leader	10,205	10,205
1 Custodian (all parks)	7,626	7,626
1 Custodian (Cambier)	7,547	7,547
1 Park Maintenance Supervisor	10,921	10,921
1 Park Attendant (Lowdermilk)	8,028	8,028
1 Park Attendant (Anthony)	7,832	7,832
1 Park Attendant (Fleischmann)	7,832	7,832
3 Laborer II	26,061	26,061
6 Laborer I	46,992	46,992
2 Park Guards (full time)	16,262	16,262
2 Park Maintenance Mechanics	21,630	21,630
	<u>293,427</u>	<u>293,427</u>
12 Temporary & Part Time		
2 Park Guards	5,776	5,776
2 Lifeguards	4,664	4,664
1 Pool Manager	---	---
16 Summer Program Employees	(14) ----8,904	(14) ----8,904
	<u>19,344</u>	<u>19,344</u>
13 Other	4,013	4,013
Overtime & holidays		
Additional Employees Requested		
3 Laborer I	-0-	-0-
Total Employee Salaries & Wages	316,784	316,784
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Retirement	20,820	20,820
Social Security	19,419	19,419
Workers' Compensation	17,024	17,024
Health Insurance	6,531	6,531
Life Insurance	1,728	1,728
	<u>65,522</u>	<u>65,522</u>
Payroll Expenses - New Employees Requested	-0-	-0-
	<u>65,522</u>	<u>65,522</u>
Salary Savings	(4,785)	(4,785)
TOTAL EMPLOYEE SERVICES	<u><u>377,521</u></u>	<u><u>377,521</u></u>

MAINTENANCE & OPERATION

20 Advertising & Printing	950	950
Reservation forms, department brochure, senior citizens brochure		

Departmental Budget 1979-80

PARKS & RECREATION

(Cont.)

<u>MAINTENANCE & OPERATION (Cont.)</u>	<u>RECOMMENDED</u>	<u>APPROVED</u>
21 Utilities		
Cambier Park		
Fleischmann Park		
Lowdermilk Park		
Anthony Park		
River Park & Pool		
Maintenance Building		
Merrihue Mini-Park		
Meniffee Mini-Park		
Rodgers Mini-Park		
	<u>27,800</u>	<u>27,800</u>
22 Telephone & Telegraph	2,000	2,000
23 Office Supplies	688	688
24 Travel & Meetings		
-National Parks & Recreation		
Convention - 3 days - Director	450	450
-Southern Regional National Parks &		
Recreation Convention - 3 days -		
Director, Assistant Director or		
Recreation Supervisor	-0-	-0-
-Florida Parks & Recreation		
Association - state conference -		
Director, Assistant Director or		
Recreation Supervisor	300	300
-Various district meetings -		
Director, Assistant Director,		
Recreation Supervisor and other		
personnel	400	400
	<u>1,150</u>	<u>1,150</u>
25 Vehicle Expense	6,215	6,215
Gasoline, oil, parts, maintenance		
26 Duplicating Charges	700	700
27 Auto Mileage		
Business Manager	600	600
Recreation Supervisor	360	360
Recreation Leader (Fleischmann)	240	240
Recreation Leader (River Park)	240	240
	<u>1,440</u>	<u>1,440</u>
28 Special Supplies & Services	28,284	28,284
Various programs & activities,		
expendable supplies, horticultural		
supplies, athletic equipment &		
supplies, uniforms & safety equipment		
29 Small Tools & Equipment	5,940	5,940
Tables, benches, trash cans, hand		
tools, small engine replacement,		
sprinkler heads, blackboard, pool		
supplies & equipment		
30 Maintenance of Equipment		
-Miscellaneous equipment	3,600	3,600
-Aerator overhaul - factory	788	788
	<u>4,388</u>	<u>4,388</u>
31 Building Maintenance & Repairs	21,000	21,000
32 Rent	1,000	1,000
Equipment & charge-backs from		
Public Works Department		

Departmental Budget 1979-80

PARKS & RECREATION
(Cont.)

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
33 Dues & Subscriptions		
-National Parks & Recreation Assoc.	65	65
-Florida Parks & Recreation Assoc.	100	100
-Florida Turf Grass Assoc.	100	100
-Miscellaneous newspapers & periodicals	175	175
	<u>440</u>	<u>440</u>
34 Professional Services	1,000	1,000
Pest control		
35 School & Training Expense	420	420
TOTAL MAINTENANCE & OPERATION	<u>103,415</u>	<u>103,415</u>
<u>CAPITAL OUTLAY</u>		
92 Building Improvements	3,600	3,600
Painting rain shelters & dugouts - Fleischmann		
93 Improvements Other Than Buildings		
-Chain link fence - Little League field - Cambier	2,700	2,700
-4 pool tables - Cambier & River Park	4,400	4,400
-2 bumper pool tables - Cambier & River Park	800	800
-Refinish 2 shuffleboard courts	893	893
	<u>8,793</u>	<u>8,793</u>
94 Office Equipment	1,184	1,184
2 secretarial desks, 2 junior executive chairs, 1 executive chair		
95 Mobile Equipment	4,000	4,000
Fertilizer scooter (replacement)		
96 Other Equipment		
-3 water coolers - Fleischmann	(2)--548	(2)--548
-4 chickees - racquetball courts	1,500	1,500
-2 sets portable 3-row bleachers	802	802
-2 sets portable 5-row bleachers	1,302	1,302
	<u>4,152</u>	<u>4,152</u>
TOTAL CAPITAL OUTLAY	<u>21,729</u>	<u>21,729</u>

CITY OF NAPLES
Departmental Budget 1979-80

PARKS & RECREATION
BAY DOCK

	<u>Actual Expenditures 1977-78</u>	<u>Annual Budget 1978-79</u>	<u>Department Request 1979-80</u>	<u>City Manager Recommends 1979-80</u>	<u>Council Approval 1979-80</u>
Employee Services	<u>23,346</u>	<u>23,061</u>	<u>24,285</u>	<u>24,393</u>	<u>24,393</u>
Maintenance & Operation	<u>67,527</u>	<u>66,617</u>	<u>70,921</u>	<u>70,318</u>	<u>70,318</u>
Capital Outlay	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL	<u><u>90,873</u></u>	<u><u>89,678</u></u>	<u><u>95,206</u></u>	<u><u>94,711</u></u>	<u><u>94,711</u></u>

This division of the Parks & Recreation Department is responsible for merchandise sale and dockage rental at the city-owned dock at Crayton Cove as well as for the enforcement of city ordinances relative to this facility.

PARKS & RECREATION
BAY DOCK

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages					
10 Permanent	19,084	18,228	19,322	19,322	19,322
12 Temp. & Part Time	---	900	---	---	---
13 Other	389	500	530	530	530
Less Abatements					
Total Salaries & Wages	19,473	19,628	19,852	19,852	19,852
Employee Overhead					
15 Employer Payroll Expenses	3,873	4,333	4,433	4,541	4,541
Less Abatements					
TOTAL EMPLOYEE SERVICES	23,346	23,061	24,285	24,393	24,393
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing	---	50	70	70	70
21 Utilities	3,031	2,800	3,024	2,500	2,500
22 Telephone & Telegraph	195	204	204	125	125
23 Office Supplies	3	63	63	63	63
24 Travel & Meetings					
25 Vehicle Expense					
26 Duplicating Charges					
27 Auto Mileage					
28 Spec. Supplies & Serv.	62,324	58,100	62,160	62,160	62,160
29 Small Tools & Equipment	204	400	400	400	400
30 Maintenance of Equipment					
31 Building Repairs & Maint.	1,770	5,000	5,000	5,000	5,000
32 Rent					
33 Dues & Subscriptions					
34 Professional Services					
35 School & Training Expense					
36 Insurance					
38 Outside Contracts					
39 Other Expense					
TOTAL MAINT. & OPERATION	67,527	66,617	70,921	70,318	70,318
<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					

Departmental Budget 1979-80

PARKS & RECREATION
BAY DOCK

<u>EMPLOYEE SERVICES</u>	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>Employee Salaries & Wages</u>		
10 Permanent Employees 2 Dockkeepers	19,322	19,322
13 Other Overtime & Holidays	<u>530</u>	<u>530</u>
Total Employee Salaries & Wages	19,852	19,852
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Retirement	1,390	1,390
Social Security	1,217	1,217
Workers' Compensation	1,435	1,435
Health Insurance	384	384
Life Insurance	<u>115</u>	<u>115</u>
Total Employee Overhead	4,541	4,541
TOTAL EMPLOYEE SERVICES	<u>24,393</u>	<u>24,393</u>
 <u>MAINTENANCE & OPERATION</u>		
20 Advertising & Printing	70	70
21 Utilities	2,500	2,500
22 Telephone & Telegraph	125	125
23 Office Supplies	63	63
28 Special Supplies & Services		
Gasoline & oil	56,160	56,160
Bait	5,600	5,600
Ice & miscellaneous	400	400
	<u>62,160</u>	<u>62,160</u>
29 Small Tools & Equipment	400	400
31 Building Repairs & Maintenance	5,000	5,000
Building supplies, electrical repairs & wages, piling replacement		
TOTAL MAINTENANCE & OPERATION	<u>70,318</u>	<u>70,318</u>

CITY OF NAPLES
Departmental Budget 1979-80

PARKS & RECREATION
FISHING PIER

	<u>Actual Expenditures 1977-78</u>	<u>Annual Budget 1978-79</u>	<u>Department Request 1979-80</u>	<u>City Manager Recommends 1979-80</u>	<u>Council Approval 1979-80</u>
Employee Services	<u>29,790</u>	<u>34,611</u>	<u>39,316</u>	<u>36,412</u>	<u>36,412</u>
Maintenance & Operation	<u>42,590</u>	<u>41,098</u>	<u>47,000</u>	<u>45,777</u>	<u>45,777</u>
Capital Outlay	<u>440</u>	<u>4,900</u>	<u>2,100</u>	<u>2,100</u>	<u>2,100</u>
TOTAL	<u><u>72,820</u></u>	<u><u>80,609</u></u>	<u><u>88,416</u></u>	<u><u>84,289</u></u>	<u><u>84,289</u></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.

Departmental Budget 1979-80

PARKS & RECREATION
FISHING PIER

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<u>EMPLOYEE SERVICES</u>					
<u>Employee Salaries & Wages</u>					
10 Permanent	24,344	28,734	30,988	30,188	30,188
12 Temp. & Part Time	696	1,020	1,103	1,103	1,103
13 Other					
Less Abatements					
Total Salaries & Wages	25,040	29,754	32,091	31,291	31,291
<u>Employee Overhead</u>					
15 Employer Payroll Expenses	4,750	4,857	7,225	5,121	5,121
Less Abatements					
TOTAL EMPLOYEE SERVICES	29,790	34,611	39,316	36,412	36,412
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing					
21 Utilities	2,815	2,700	3,352	2,808	2,808
22 Telephone & Telegraph	209	204	204	125	125
23 Office Supplies					
24 Travel & Meetings					
25 Vehicle Expense					
26 Duplicating Charges					
27 Auto Mileage					
28 Spec. Supplies & Serv.	35,074	34,300	37,900	37,900	37,900
29 Small Tools & Equipment	---	---	300	300	300
30 Maintenance of Equipment	---	---	200	200	200
31 Building Repairs & Maint.	4,473	3,850	5,000	4,400	4,400
32 Rent					
33 Dues & Subscriptions					
34 Professional Services					
35 School & Training Expense					
36 Insurance					
38 Outside Contracts					
39 Other Expense					
40 Concession license	19	20	20	20	20
41 Personal property tax	---	24	24	24	24
TOTAL MAINT. & OPERATION	42,590	41,098	47,000	45,777	45,777
<u>CAPITAL OUTLAY</u>					
92 Building Improvements	---	2,600	1,000	1,000	1,000
93 Imprv. Other Than Bldgs.	440	2,300	1,100	1,100	1,100
94 Office Equipment					
95 Mobile Equipment					
96 Other Equipment					
98 Less Abatements					
TOTAL CAPITAL OUTLAY	440	4,900	2,100	2,100	2,100

Departmental Budget 1979-80

PARKS & RECREATION
FISHING PIER

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
4 Concession Workers	30,188	30,188
13 Other		
Overtime & Holiday	<u>1,103</u>	<u>1,103</u>
Total Employee Salaries & Wages	31,291	31,291
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Retirement	2,190	2,190
Social Security	1,918	1,918
Workers' Compensation	128	128
Life Insurance	232	232
Health Insurance	<u>653</u>	<u>653</u>
Total Employee Overhead	5,121	5,121
TOTAL EMPLOYEE SERVICES	<u><u>36,412</u></u>	<u><u>36,412</u></u>
 <u>MAINTENANCE & OPERATION</u>		
21 Utilities	2,808	2,808
22 Telephone & Telegraph	125	125
28 Special Supplies & Services	37,900	37,900
Food items, bait, rod rental & tackle, cigaretts, miscellaneous		
29 Small Tools & Equipment	300	300
30 Maintenance of Equipment	200	200
Refrigerator, freezer, pump		
31 Building Repairs & Maintenance		
-Miscellaneous electrical, plumbing, sign repairs, light fixtures & repairs due to vandalism		
-Special labor		
-Railings & planking		
	<u>4,400</u>	<u>4,400</u>
40 Personal Property Tax	24	24
41 Concession License	20	20
TOTAL MAINTENANCE & OPERATION	<u><u>45,777</u></u>	<u><u>45,777</u></u>
 <u>CAPITAL OUTLAY</u>		
92 Building Improvements	1,000	1,000
Restroom painting & fixture replacement		
93 Improvements Other Than Buildings	1,100	1,100
TOTAL CAPITAL OUTLAY	<u><u>2,100</u></u>	<u><u>2,100</u></u>

CITY OF NAPLES
Departmental Budget 1979-80

PARKS & RECREATION
TENNIS

	Actual Expenditures <u>1977-78</u>	Annual Budget <u>1978-79</u>	Department Request <u>1979-80</u>	City Manager Recommends <u>1979-80</u>	Council Approval <u>1979-80</u>
Employee Services	<u>22,817</u>	<u>24,562</u>	<u>26,875</u>	<u>25,970</u>	<u>25,970</u>
Maintenance & Operation	<u>6,345</u>	<u>7,535</u>	<u>7,335</u>	<u>7,085</u>	<u>7,085</u>
Capital Outlay	<u>4,330</u>	<u>7,800</u>	<u>7,900</u>	<u>7,900</u>	<u>7,900</u>
TOTAL	<u><u>33,492</u></u>	<u><u>39,897</u></u>	<u><u>42,110</u></u>	<u><u>40,955</u></u>	<u><u>40,955</u></u>

This division is responsible for the collection of all permit fees and the keeping of 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
TENNIS

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages					
10 Permanent	19,472	20,896	21,772	21,772	21,772
12 Temp. & Part Time	---	300	848	848	848
13 Other	619	400	757	757	757
Less Abatements					
Total Salaries & Wages	20,091	21,596	23,377	23,377	23,377
Employee Overhead					
15 Employer Payroll Expenses	2,726	2,966	3,498	2,593	2,593
Less Abatements					
TOTAL EMPLOYEE SERVICES	22,817	24,562	26,875	25,970	25,970
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing	33	135	135	135	135
21 Utilities	3,355	4,100	4,100	4,100	4,100
22 Telephone & Telegraph	921	800	800	700	700
23 Office Supplies					
24 Travel & Meetings					
25 Vehicle Expense					
26 Duplicating Charges					
27 Auto Mileage					
28 Spec. Supplies & Serv.	2,036	2,400	1,800	1,800	1,800
29 Small Tools & Equipment	---	100	300	150	150
30 Maintenance of Equipment					
31 Building Repairs & Maint.	---	---	200	200	200
32 Rent					
33 Dues & Subscriptions					
34 Professional Services					
35 School & Training Expense					
36 Insurance					
38 Outside Contracts					
39 Other Expense					
TOTAL MAINT. & OPERATION	6,345	7,535	7,335	7,085	7,085
<u>CAPITAL OUTLAY</u>					
92 Building Improvements					
93 Imprv. Other Than Bldgs.	4,330	7,800	7,150	7,150	7,150
94 Office Equipment					
95 Mobile Equipment					
96 Other Equipment	---	---	750	750	750
98 Less Abatements					
TOTAL CAPITAL OUTLAY	4,330	7,800	7,900	7,900	7,900

Departmental Budget 1979-80

PARKS & RECREATION
TENNIS

<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	15,472	15,472
	<u>21,772</u>	<u>21,772</u>
12 Temporary & Part Time	848	848
52 Sundays from 8 a.m. to 1 p.m.		
13 Other	757	757
Overtime & Holidays		
	<u>23,377</u>	<u>23,377</u>
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Health Insurance	385	385
Life Insurance	115	115
Retirement	1,083	1,083
Social Security	948	948
Workers' Compensation	62	62
	<u>2,593</u>	<u>2,593</u>
Total Employee Overhead	2,593	2,593
TOTAL EMPLOYEE SERVICES	<u>25,970</u>	<u>25,970</u>
 <u>MAINTENANCE & OPERATION</u>		
20 Advertising & Printing	135	135
21 Utilities	4,100	4,100
22 Telephone & Telegraph	700	700
28 Special Supplies & Services	1,800	1,800
Tennis nets, bulbs, wind screen replacements		
29 Small Tools & Equipment	150	150
31 Building Repairs & Maintenance	200	200
TOTAL MAINTENANCE & OPERATION	<u>7,085</u>	<u>7,085</u>
 <u>CAPITAL OUTLAY</u>		
93 Improvements Other Than Building		
Resurface 3 tennis courts	6,000	6,000
Fence repairs	500	500
Carpet tennis shop	650	650
	<u>7,150</u>	<u>7,150</u>
96 Other Equipment	750	750
Ball Boy throwing machine (rents for \$5 per hour)		
TOTAL CAPITAL OUTLAY	<u>7,900</u>	<u>7,900</u>

CITY OF NAPLES
Departmental Budget 1979-80

PARKS & RECREATION
VENDING

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
Employee Services	_____	_____	_____	_____	_____
Maintenance & Operation	<u>29,361</u>	<u>22,000</u>	<u>30,000</u>	<u>32,000</u>	<u>32,000</u>
Capital Outlay	_____	_____	_____	_____	_____
TOTAL	<u><u>29,361</u></u>	<u><u>22,000</u></u>	<u><u>30,000</u></u>	<u><u>32,000</u></u>	<u><u>32,000</u></u>

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 at the various locations where vending machines are placed.

PARKS & RECREATION

Departmental Budget 1979-80

VENDING

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages					
10 Permanent
12 Temp. & Part Time
13 Other
Less Abatements
Total Salaries & Wages
Employee Overhead					
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.	29,361	22,000	30,000	32,000	32,000
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	29,361	22,000	30,000	32,000	32,000
<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	=====	=====	=====	=====	=====

Departmental Budget 1979-80

PARKS & RECREATION
VENDING

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION</u>		
28 Special Supplies & Services Vending supplies	32,000	32,000
TOTAL MAINTENANCE & OPERATION	<u>32,000</u>	<u>32,000</u>

CITY OF NAPLES
Departmental Budget 1979-80

PERSONNEL DIVISION

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
Employee Services	<u>21,129</u>	<u>46,746</u>	<u> </u>	<u>52,261</u>	<u>52,261</u>
Maintenance & Operation	<u>10,773</u>	<u>9,397</u>	<u> </u>	<u>8,467</u>	<u>8,467</u>
Capital Outlay	<u>1,193</u>	<u>-0-</u>	<u> </u>	<u>-0-</u>	<u>-0-</u>
TOTAL	<u><u>33,095</u></u>	<u><u>56,143</u></u>	<u><u> </u></u>	<u><u>60,728</u></u>	<u><u>60,728</u></u>

The Division of Personnel is responsible for the personnel and employee relations programs of the City. It directs the recruitment, screening, testing and orientation program for new City employees; administers employee benefit programs; administers the wage and salary plans; directs the workers' compensation self-insurance plan and safety program; and administers the City's labor relations program. The Division has a staff of three full-time employees.

New Programs & Projects

Productivity improvement project.
Publication of employee handbook.

PERSONNEL DIVISION

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
EMPLOYEE SERVICES					
Employee Salaries & Wages					
10 Permanent	21,797	39,975		44,485	44,485
12 Temp. & Part Time				500	500
13 Other	97	400		250	250
Less Abatements	(4,006)				
Total Salaries & Wages	17,888	40,375		45,235	45,235
Employee Overhead	3,241	6,371		7,026	7,026
15 Employer Payroll Expenses					
Less Abatements					
TOTAL EMPLOYEE SERVICES	21,129	46,746		52,261	52,261
MAINTENANCE & OPERATION					
20 Advertising & Printing	1,537	1,500		1,600	1,600
21 Utilities					
22 Telephone & Telegraph	784	700		890	890
23 Office Supplies	160	300		250	250
24 Travel & Meetings	-0-	342		625	625
25 Vehicle Expense					
26 Duplicating Charges	788	800		1,250	1,250
27 Auto Mileage	25	200		50	50
28 Spec. Supplies & Serv.	677	700		665	665
29 Small Tools & Equipment					
30 Maintenance of Equipment	144	100		82	82
31 Building Repairs & Maint.					
32 Rent					
33 Dues & Subscriptions	323	455		120	120
34 Professional Services	6,335	3,700		2,935	2,935
35 School & Training Expense					
36 Insurance					
38 Outside Contracts					
39 Other Expense	-0-	600		-0-	-0-
TOTAL MAINT. & OPERATION	10,773	9,397		8,467	8,467
CAPITAL OUTLAY					
92 Building Improvements					
93 Imprv. Other Than Bldgs.					
94 Office Equipment	1,193	-0-		-0-	-0-
95 Mobile Equipment					
96 Other Equipment					
98 Less Abatements					
TOTAL CAPITAL OUTLAY	1,193	-0-		-0-	-0-

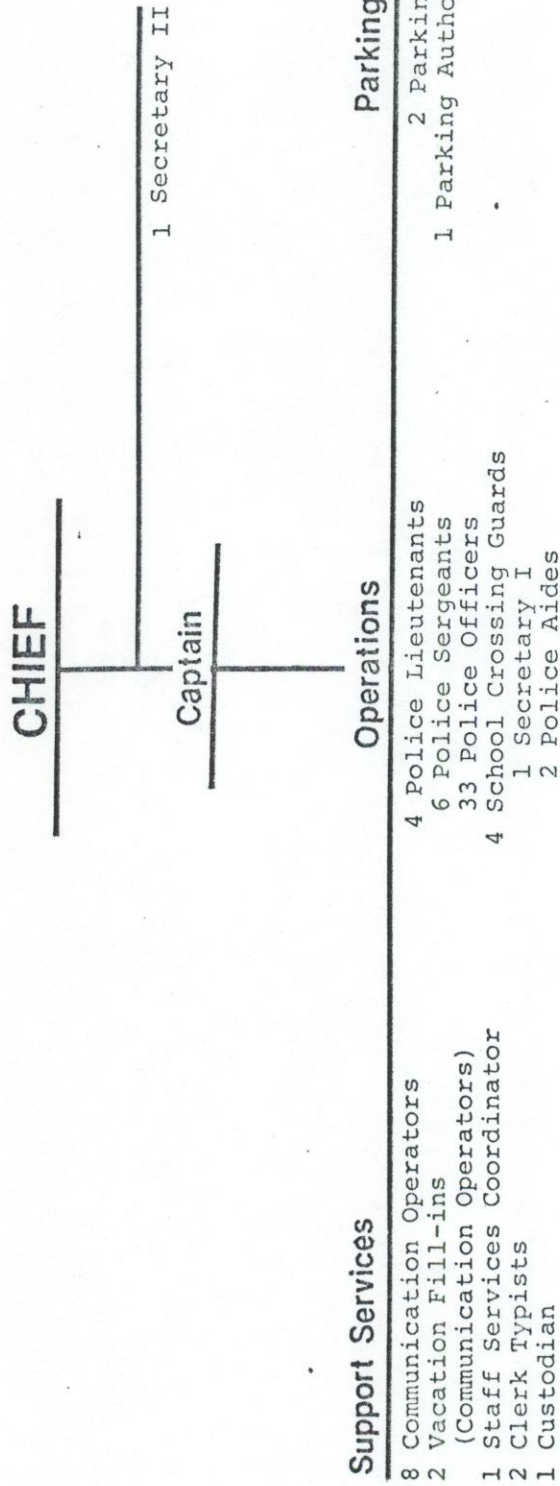
PERSONNEL DIVISION

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Personnel Director	21,104	21,104
1 Personnel Technician	13,362	13,362
1 Secretary II	10,019	10,019
12 Temporary & Part Time Special projects	500	500
13 Overtime	<u>250</u>	<u>250</u>
Total Employee Salaries & Wages	45,235	45,235
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Retirement	3,131	3,131
Social Security	2,772	2,772
Workers' Compensation	180	180
Health Insurance	770	770
Life Insurance	<u>173</u>	<u>173</u>
Total Employer Payroll Expenses	7,026	7,026
TOTAL EMPLOYEE SERVICES	<u><u>52,261</u></u>	<u><u>52,261</u></u>

MAINTENANCE & OPERATION

20 Advertising & Printing	1,600	1,600
22 Telephone & Telegraph	890	890
23 Office Supplies	250	250
24 Travel & Meetings	625	625
-Florida Public Employer Labor Relations Association Annual Meeting		
-Florida Public Personnel Association Annual Meeting		
-Unscheduled		
26 Duplicating Charges	1,250	1,250
27 Auto Mileage	50	50
Local Travel		
28 Special Supplies & Services	665	665
Background investigations, testing materials		
30 Maintenance of Equipment	82	82
33 Dues & Subscriptions	120	120
-Southwest Florida Personnel Assoc.		
-Florida Public Employer Labor Relations Assoc.		
-Florida Public Personnel Assoc.		
-Miscellaneous publications		
34 Professional Services	2,935	2,935
Pre-employment physicals, police psychological screening		
TOTAL MAINTENANCE & OPERATION	<u><u>8,467</u></u>	<u><u>8,467</u></u>

POLICE DEPARTMENT



CITY OF NAPLES
Departmental Budget 1979-80

POLICE

	Actual Expenditures <u>1977-78</u>	Annual Budget <u>1978-79</u>	Department Request <u>1979-80</u>	City Manager Recommends <u>1979-80</u>	Council Approval <u>1979-80</u>
Employee Services	<u>942,000</u>	<u>975,271</u>	<u>1,073,236</u>	<u>1,057,629</u>	<u>1,080,684</u>
Maintenance & Operation	<u>127,275</u>	<u>114,725</u>	<u>134,749</u>	<u>131,322</u>	<u>131,322</u>
Capital Outlay	<u>43,322</u>	<u>40,697</u>	<u>17,710</u>	<u>17,710</u>	<u>17,710</u>
TOTAL	<u><u>1,112,597</u></u>	<u><u>1,130,693</u></u>	<u><u>1,225,695</u></u>	<u><u>1,206,661</u></u>	<u><u>1,229,716</u></u>

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

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.

Departmental Budget 1979-80

POLICE

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages	802,243	834,185	916,403	913,209	932,951
10 Permanent
12 Temp. & Part Time	9,867	8,338	10,302	9,284	9,284
13 Other	55,000	60,000	30,000	30,000	30,000
Less Abatements	(23,406)	(25,199)	(26,928)	(26,928)	(26,928)
Total Salaries & Wages	843,704	877,324	929,777	925,565	945,307
Employee Overhead	102,485	117,183	146,151	152,393	155,706
15 Employer Payroll Expenses
Less Abatements	(4,189)	(5,236)	(2,692)	(6,017)	(6,017)
Less Salary Savings		(14,000)		(14,312)	(14,312)
TOTAL EMPLOYEE SERVICES	<u>942,000</u>	<u>975,271</u>	<u>1,073,236</u>	<u>1,057,629</u>	<u>1,080,684</u>
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing	4,500	2,000	3,700	3,300	3,300
21 Utilities	450	9,000	19,000	19,000	19,000
22 Telephone & Telegraph	6,900	8,000	9,000	9,000	9,000
23 Office Supplies	1,600	1,300	1,300	1,300	1,300
24 Travel & Meetings	1,985	1,985	2,160	2,160	2,160
25 Vehicle Expense	75,000	58,000	60,000	60,000	60,000
26 Duplicating Charges	4,400	4,100	3,896	2,740	2,740
27 Auto Mileage	1,000	1,600	1,600	1,000	1,000
28 Spec. Supplies & Serv.	16,000	14,000	16,950	16,950	16,950
29 Small Tools & Equipment	500	500	500	500	500
30 Maintenance of Equipment	6,000	6,000	8,003	7,232	7,232
31 Building Repairs & Maint.	2,000	2,000	2,000	2,000	2,000
32 Rent	240	240	240	240	240
33 Dues & Subscriptions	700	700	700	700	700
34 Professional Services	---	150	200	200	200
35 School & Training Expense	3,000	2,500	2,500	2,500	2,500
36 Insurance
38 Outside Contracts	3,000	2,650	3,000	2,500	2,500
39 Other Expense
TOTAL MAINT. & OPERATION	<u>127,275</u>	<u>114,725</u>	<u>134,749</u>	<u>131,322</u>	<u>131,322</u>
<u>CAPITAL OUTLAY</u>					
92 Building Improvements	1,370	1,370	1,370
93 Imprv. Other Than Bldgs.
94 Office Equipment	1,446	210	2,540	2,540	2,540
95 Mobile Equipment	39,226	34,625	5,200	5,200	5,200
96 Other Equipment	2,650	5,862	8,600	8,600	8,600
98 Less Abatements
TOTAL CAPITAL OUTLAY	<u>43,322</u>	<u>40,697</u>	<u>17,710</u>	<u>17,710</u>	<u>17,710</u>

Departmental Budget 1979-80

POLICE

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Police Chief	27,671	27,671
1 Police Captain	23,227	23,227
4 Police Lieutenants	72,462	72,462
6 Police Sergeants	100,201	100,201
33 Police Officers	468,817	468,817
2 Police Aides	20,223	(4)----39,965
1 Secretary II	9,924	9,924
1 Secretary I	8,972	8,972
1 Staff Services Coordinator	12,104	12,104
2 Clerk Typists	17,435	17,435
8 Communications Operators	80,892	80,892
1 Custodian	7,547	7,547
2 Parking Checkers	18,024	18,024
1 Parking Authority Clerk	8,904	8,904
	<u>876,403</u>	<u>896,145</u>
Salary Supplement	36,806	36,806
	<u>913,209</u>	<u>932,951</u>
12 Temporary & Part Time		
2 Vacation Fill-ins - Communications	2,784	2,784
4 School Crossing Guards	6,500	6,500
	<u>9,284</u>	<u>9,284</u>
13 Other	30,000	30,000
Overtime/Holiday		
Less Abatements	(26,928)	(26,928)
Total Employee Salaries & Wages	925,565	945,307
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Social Security	56,737	57,947
Workers' Compensation	57,421	57,499
Health Insurance	21,528	22,075
Life Insurance	3,686	3,801
Accidental Death	1,360	1,360
Retirement (non-sworn)	11,661	13,024
Less Abatements	(6,017)	(6,017)
Total Employee Overhead	146,376	149,689
Less Salary Savings	(14,312)	(14,312)
TOTAL EMPLOYEE SERVICES	<u>1,057,629</u>	<u>1,080,684</u>
<u>MAINTENANCE & OPERATION</u>		
20 Advertising & Printing		
Incident time punch cards		
Offense reports		
Miscellaneous forms		
Crime program		
	<u>3,300</u>	<u>3,300</u>
21 Utilities	19,000	19,000
Water & electric		
22 Telephone & Telegraph	9,000	9,000

POLICE
(Cont)

<u>MAINTENANCE & OPERATION (Cont.)</u>	<u>RECOMMENDED</u>	<u>APPROVED</u>
23 Office Supplies	1,300	1,300
24 Travel & Meetings		
-Quarterly Governor's Crime Prevention Meetings	670	670
-Florida Police Chiefs Annual Meeting	500	500
-FBI Academy Annual State Meeting	300	300
-Miscellaneous monthly intelligence planning & crime prevention	690	690
	<u>2,160</u>	<u>2,160</u>
25 Vehicle Expense		
Automobiles	58,000	58,000
Boat	2,000	2,000
	<u>60,000</u>	<u>60,000</u>
26 Duplicating Charges		
Monthly payment & supplies	2,640	2,640
City Hall copiers	100	100
	<u>2,740</u>	<u>2,740</u>
27 Auto Mileage	1,000	1,000
28 Special Supplies & Services		
Uniforms/clothing	10,000	10,000
Photo supplies	4,470	4,470
Identification supplies	880	880
Guns/ammunition	1,600	1,600
	<u>16,950</u>	<u>16,950</u>
29 Small Tools & Equipment	500	500
30 Maintenance of Equipment		
-Motorola contract (radios)	2,168	2,168
-Dictaphone	779	779
-Office machines contract (IBM typewriters)	285	285
-Copier	400	400
-Replace heads on 10 channel logging tape recorder	1,200	1,200
-Maintenance on all other equipment (non-contract)	2,400	2,400
	<u>7,232</u>	<u>7,232</u>
31 Building Repairs & Maintenance	2,000	2,000
32 Rent	240	240
"Identikit"		
33 Dues & Subscriptions	700	700
-International Association of Police Chiefs		
-Florida Police Chief		
-Tampa Bay Area Chiefs of Police		
-Hill Donnelly Directory		
-City Directory		
-Law and Order		
-Florida Statutes		
34 Professional Services	200	200
Veterinarian		

POLICE
(Cont)

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
35 School & Training Expense	2,500	2,500
-Police Academy		
-St. Petersburg training sessions		
-Miscellaneous training session & seminars		
39 Other Expense	2,500	2,500
Prisoner meals, investigative		
TOTAL MAINTENANCE & OPERATION	131,322	131,322
 <u>CAPITAL OUTLAY</u>		
92 Building Improvements		
-Venetian blinds - radio room & chief's office	370	370
-Manual release for electric doors	500	500
-Entrance lights	500	500
	1,370	1,370
94 Office Equipment		
-4 wood bookcases (48"Hx36"Wx11"D)	360	360
-1 wood bookcase for radio room (36"Hx36"Wx12"D)	90	90
-1 wall protection screen	165	165
-1 time card rack/file	100	100
-1 typewriter for radio room	600	600
-1 time/punch clock	500	500
-1 master card file cabinet	275	275
-1 office safe	450	450
	2,540	2,540
95 Mobile Equipment	5,200	5,200
-1 unmarked patrol unit for detectives (no trade-in)		
96 Other Equipment		
-1 siren	425	425
-1 mobile radio (detective car)	825	825
-Auto intelligence kit	1,350	1,350
-Emergency lights & sirens	4,400	4,400
-Nicad battery tester/charger	225	225
-7 vehicle driver shields	1,200	1,200
-Exercycle	175	175
	8,600	8,600
TOTAL CAPITAL OUTLAY	17,710	17,710

PUBLIC WORKS DEPARTMENT

DIRECTOR

Administration

- 1 Assistant Director
- 1 Office Manager
- 2 Clerk Typists

WATER SYSTEM

(See Individual Section)

SEWER SYSTEM

(See Individual Section)

Parkways & Services

- 1 Parkways & Services Superintendent
- 1 Assistant Parkways & Services Supt
- 1 Parkways Supervisor
- 2 Building Maintenance Crew Leaders
- 5 Parkways Crew Leaders
- 8 Laborer II
- 12 Laborer I
- 1 Crane Operator
- 2 Aerial Bucket Operators
- 1 Payloader Operator
- 2 Dump Truck Drivers
- 3 Tractor Operators

Equipment Management

- 1 Equipment Management Superintendent
- 1 Fleet Maintenance Supervisor
- 1 Assistant Fleet Maintenance Supervisor
- 3 Automotive Mechanic II
- 3 Automotive Mechanic I
- 1 Fleet Clerk

Sanitation

- 1 Division Superintendent
- 1 Garbage Operations Superintendent
- 1 Trash Operations Supervisor
- 5 Waste Collection Crew Leaders
- 5 Packer Operator II
- 4 Packer Operator I
- 7 Waste Collectors
- 1 Welder
- 3 Trash Truck Drivers
- 5 Crane Operators
- 1 Laborer II
- 3 Laborer I
- 1 Sweeper Operator
- 1 Scooter Operator

CITY OF NAPLES
Departmental Budget 1979-80

PUBLIC WORKS
ADMINISTRATION

	Actual Expenditures <u>1977-78</u>	Annual Budget <u>1978-79</u>	Department Request <u>1979-80</u>	City Manager Recommends <u>1979-80</u>	Council Approval <u>1979-80</u>
Employee Services	<u>88,523</u>	<u>90,717</u>	<u>97,038</u>	<u>96,491</u>	<u>96,491</u>
Maintenance & Operation	<u>8,623</u>	<u>8,915</u>	<u>10,000</u>	<u>8,800</u>	<u>8,800</u>
Capital Outlay	<u>1,398</u>	<u>175</u>	<u>150</u>	<u>100</u>	<u>100</u>
TOTAL	<u><u>98,544</u></u>	<u><u>99,807</u></u>	<u><u>107,188</u></u>	<u><u>105,391</u></u>	<u><u>105,391</u></u>

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

PUBLIC WORKS
ADMINISTRATION

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages					
10 Permanent	77,329	74,420	78,886	78,886	78,886
12 Temp. & Part Time	---	4,836	5,247	5,247	5,247
13 Other	755	500	300	300	300
Less Abatements					
Total Salaries & Wages	78,084	79,756	84,433	84,433	84,433
Employee Overhead					
15 Employer Payroll Expenses	10,439	10,961	12,605	12,058	12,058
Less Abatements					
TOTAL EMPLOYEE SERVICES	88,523	90,717	97,038	96,491	96,491
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing					
21 Utilities					
22 Telephone & Telegraph	2,890	2,800	3,500	2,800	2,800
23 Office Supplies	567	500	800	600	600
24 Travel & Meetings	340	600	650	650	650
25 Vehicle Expense	1,035	525	700	700	700
26 Duplicating Charges	2,919	3,000	3,000	2,700	2,700
27 Auto Mileage					
28 Spec. Supplies & Serv.	211	---	---	---	---
29 Small Tools & Equipment					
30 Maintenance of Equipment	195	350	200	200	200
31 Building Repairs & Maint.					
32 Rent					
33 Dues & Subscriptions	299	440	250	250	250
34 Professional Services					
35 School & Training Expense					
36 Insurance					
38 Outside Contracts					
39 Other Expense	167	700	900	900	900
TOTAL MAINT. & OPERATION	8,623	8,915	10,000	8,800	8,800
<u>CAPITAL OUTLAY</u>					
92 Building Improvements					
93 Imprv. Other Than Bldgs.					
94 Office Equipment	1,398	175	150	100	100
95 Mobile Equipment					
96 Other Equipment					
98 Less Abatements					
TOTAL CAPITAL OUTLAY	1,398	175	150	100	100

PUBLIC WORKS
ADMINISTRATION

<u>EMPLOYEE SERVICES</u>	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Public Works Director	35,476	35,476
1 Assistant Public Works Director	23,831	23,831
1 Public Works Office Manager	10,966	10,966
1 Clerk Typist	8,613	8,613
	78,886	78,886
12 Temporary & Part Time		
1 Part Time Clerk Typist	5,247	5,247
13 Other		
Overtime	300	300
	84,433	84,433
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Retirement	5,910	5,910
Social Security	4,589	4,589
Workers' Compensation	338	338
Health Insurance	933	933
Life Insurance	288	288
	12,058	12,058
TOTAL EMPLOYEE SERVICES	96,491	96,491
 <u>MAINTENANCE & OPERATION</u>		
22 Telephone & Telegraph	2,800	2,800
23 Office Supplies	600	600
24 Travel & Meetings		
-American Public Works Conference - 3 days - Public Works Director	250	250
-Solid Waste Equipment & Technological Association - 2 days - Assistant Public Works Director	200	200
-Review operations in other cities	200	200
	650	650
25 Vehicle Expense	700	700
26 Duplicating Charges	2,700	2,700
Purchase of Savin copier @ \$157.85 per month, supplies & paper		
30 Maintenance of Equipment	200	200
3 IBM typewriters		
33 Dues & Subscriptions	250	250
-American Public Works Association - Director and Assistant Director		
-Textbooks, conference materials, periodicals		
39 Other Expense	900	900
-Expendable supplies furnished to divisions free of charge		
-Safety awards		
TOTAL MAINTENANCE & OPERATION	8,800	8,800

PUBLIC WORKS
ADMINISTRATION
(Cont.)

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>CAPITAL OUTLAY</u>		
94 Office Equipment 2 desk calculators with tape	100	100
	<hr/>	<hr/>
TOTAL CAPITAL OUTLAY	<u>100</u>	<u>100</u>

CITY OF NAPLES
Departmental Budget 1979-80

	PUBLIC WORKS EQUIPMENT MANAGEMENT (CLEARING ACCOUNT)				
	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
Employee Services	117,370	124,619	180,186	157,473	157,473
Maintenance & Operation	295,376	265,431	294,216	285,650	285,650
Capital Outlay	---	1,370	3,430	3,430	3,430
Less Abatements	(363,630)	(391,420)	(477,832)	(446,553)	(446,553)
TOTAL	<u>49,116</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>

New Programs & Projects

Further analyses and implementation of the vehicle maintenance shop study recommendations including manpower utilization, work standards, equipment acquisition, automated fueling system and space allocation.

PUBLIC WORKS
EQUIPMENT MANAGEMENT

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages					
10 Permanent	91,176	103,315	147,230	129,657	129,657
12 Temp. & Part Time					
13 Other	7,196	---	2,000	1,000	1,000
Less Abatements	(93,414)	(103,315)	---	---	---
Total Salaries & Wages	4,958	-0-	149,230	130,657	130,657
Employee Overhead					
15 Employer Payroll Expenses	18,998	21,304	30,956	28,816	28,816
Less Abatements		(21,304)			
Less Salary Savings				(2,000)	(2,000)
TOTAL EMPLOYEE SERVICES	<u>23,956</u>	<u>-0-</u>	<u>180,186</u>	<u>157,473</u>	<u>157,473</u>
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing					
21 Utilities	8,557	6,800	8,100	8,100	8,100
22 Telephone & Telegraph	670	681	650	550	550
23 Office Supplies	625	600	600	400	400
24 Travel & Meetings					
25 Vehicle Expense	1,584	1,000	2,000	2,000	2,000
26 Duplicating Charges					
27 Auto Mileage					
28 Spec. Supplies & Serv.	2,712	1,700	3,000	2,800	2,800
29 Small Tools & Equipment	5,710	2,000	2,000	1,700	1,700
30 Maintenance of Equipment					
31 Building Repairs & Maint.	3,917	3,000	3,000	3,000	3,000
32 Rent					
33 Dues & Subscriptions					
34 Professional Services					
35 School & Training Expense	190	400	1,000	1,000	1,000
36 Insurance					
38 Outside Contracts					
39 Other Expense	1,195	1,250	1,500	1,100	1,100
41 Material	270,216	248,000	272,366	265,000	265,000
Less Abatements	(270,216)	(265,413)			
TOTAL MAINT. & OPERATION	<u>25,160</u>	<u>-0-</u>	<u>294,216</u>	<u>285,650</u>	<u>285,650</u>
<u>CAPITAL OUTLAY</u>					
92 Building Improvements					
93 Imprv. Other Than Bldgs.					
94 Office Equipment	---	1,370	3,430	3,430	3,430
95 Mobile Equipment					
96 Other Equipment					
98 Less Abatements	---	(1370)	---	---	---
TOTAL CAPITAL OUTLAY	<u>-0-</u>	<u>-0-</u>	<u>3,430</u>	<u>3,430</u>	<u>3,430</u>

Departmental Budget 1979-80

PUBLIC WORKS
FLEET MANAGEMENT

<u>EMPLOYEE SERVICES</u>	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Equipment Management Superintendent	20,000	20,000
1 Fleet Maintenance Supervisor	14,977	14,977
1 Assistant Fleet Maintenance Supv.	13,244	13,244
3 Automotive Mechanic II	38,781	38,781
3 Automotive Mechanic I	33,110	33,110
1 Fleet Clerk	9,545	9,545
	<u>129,657</u>	<u>129,657</u>
New Employees Requested:		
1 Stock Clerk		
1 Automotive Service Attendant I		
	<u>-0-</u>	<u>-0-</u>
13 Other	1,000	1,000
Overtime		
	<u>1,000</u>	<u>1,000</u>
Total Employee Salaries & Wages	130,657	130,657
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Retirement	9,146	9,146
Social Security	8,010	8,010
Workers' Compensation	7,244	7,244
Health Insurance	3,840	3,840
Life Insurance	576	576
	<u>28,816</u>	<u>28,816</u>
Total Employee Overhead	28,816	28,816
Salary Savings	(2,000)	(2,000)
TOTAL EMPLOYEE SERVICES	<u><u>157,473</u></u>	<u><u>157,473</u></u>
<u>MAINTENANCE & OPERATION</u>		
21 Utilities	8,100	8,100
22 Telephone & Telegraph	550	550
23 Office Supplies	400	400
25 Vehicle Expense	2,000	2,000
28 Special Supplies & Services	2,800	2,800
29 Small Tools & Equipment	1,700	1,700
31 Building Repairs & Maintenance	3,000	3,000
35 School & Training Expense	1,000	1,000
39 Other Expense	1,100	1,100
41 Auto Parts & Supplies		
Gasoline		
Other motor fuels		
Oil & lubricants		
Automotive repair parts		
Tires & tubes		
Outside repairs		
	<u>265,000</u>	<u>265,000</u>
TOTAL MAINTENANCE & OPERATION	<u><u>285,650</u></u>	<u><u>285,650</u></u>

Departmental Budget 1979-80

PUBLIC WORKS
EQUIPMENT MANAGEMENT
 (Cont.)

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>CAPITAL OUTLAY</u>		
96 Other Equipment		
-Power Washer (Model LT 9034)	380	380
-Air hydraulic jack (50 ton)	1,200	1,200
-Mobile lift jack	1,100	1,100
-Commercial vacuum cleaner	300	300
-Rug - fleet clerk's office (replacement)	300	300
-Legal size file cabinet (locking)	150	150
 TOTAL CAPITAL OUTLAY	 <u>3,430</u>	 <u>3,430</u>

CITY OF NAPLES
Departmental Budget 1979-80

PUBLIC WORKS
PARKWAYS & SERVICES

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
Employee Services	<u>352,345</u>	<u>396,214</u>	<u>438,140</u>	<u>423,948</u>	<u>423,948</u>
Maintenance & Operation	<u>119,280</u>	<u>109,245</u>	<u>138,865</u>	<u>132,148</u>	<u>132,148</u>
Capital Outlay	<u>3,043</u>	<u>5,500</u>	<u>5,450</u>	<u>5,450</u>	<u>5,450</u>
TOTAL	<u><u>474,668</u></u>	<u><u>510,959</u></u>	<u><u>582,455</u></u>	<u><u>561,546</u></u>	<u><u>561,546</u></u>

The Parkways & Services Division of the Public Works Department provides the maintenance and development of the City's parkways and right-of-ways as well as other public lands not assigned to other departments. The division also maintains the areas around city buildings and handles aquatic weed control in drainage lakes.

PUBLIC WORKS
PARKWAYS & SERVICES

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages					
10 Permanent	280,264	338,291	357,075	357,075	357,075
12 Temp. & Part Time					
13 Other	4,173	3,500	4,500	3,500	3,500
Less Abatements		(10,760)	(8,908)	(17,048)	(17,048)
Total Salaries & Wages	284,437	331,031	352,667	343,527	343,527
Employee Overhead	68,943	71,873	92,855	91,817	91,817
15 Employer Payroll Expenses					
Less Abatements	(1,035)	(2,690)	(3,132)	(5,992)	(5,992)
Less Salary Savings		(4,000)	(4,250)	(5,404)	(5,404)
TOTAL EMPLOYEE SERVICES	352,345	396,214	438,140	423,948	423,948
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing					
21 Utilities	12,778	16,000	19,000	17,500	17,500
22 Telephone & Telegraph					
23 Office Supplies	15	100	100	100	100
24 Travel & Meetings	113	125	125	125	125
25 Vehicle Expense	48,770	46,000	52,900	51,683	51,683
26 Duplicating Charges					
27 Auto Mileage					
28 Spec. Supplies & Serv.	27,278	34,000	52,520	52,520	52,520
29 Small Tools & Equipment	2,207	2,000	2,200	2,200	2,200
30 Maintenance of Equipment					
31 Building Repairs & Maint.					
32 Rent	55	100	100	100	100
33 Dues & Subscriptions	20	45	45	45	45
34 Professional Services					
35 School & Training Expense	59	75	95	95	95
36 Insurance					
38 Outside Contracts	23,108	23,250	22,800	22,800	22,800
39 Other Expense	4,877	4,500	4,500	4,500	4,500
Less Abatements		(16,950)	(15,520)	(19,520)	(19,520)
TOTAL MAINT. & OPERATION	119,280	109,245	138,865	132,148	132,148
<u>CAPITAL OUTLAY</u>					
92 Building Improvements					
93 Imprv. Other Than Bldgs.					
94 Office Equipment					
95 Mobile Equipment					
96 Other Equipment	3,043	5,500	5,450	5,450	5,450
98 Less Abatements					
TOTAL CAPITAL OUTLAY	3,043	5,500	5,450	5,450	5,450

Departmental Budget 1979-80

PUBLIC WORKS
PARKWAYS & SERVICES

<u>EMPLOYEE SERVICES</u>	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Parkways & Services Superintendent	18,662	18,662
1 Asst. Parkways & Services Supt.	15,458	15,458
1 Parkway Supervisor	10,920	10,920
2 Building Maintenance Crew Leaders	19,730	19,730
5 Parkway Crew Leaders	50,220	50,220
8 Laborer II	70,360	70,360
12 Laborer I (2 CETA)	79,920	79,920
1 Crane Operator	10,680	10,680
2 Aerial Bucket Operators	23,020	23,020
1 Payloader Operator	11,215	11,215
2 Dump Truck Drivers	20,135	20,135
3 Tractor Operators	26,755	26,755
	<u>357,075</u>	<u>357,075</u>
13 Other	3,500	3,500
Overtime		
Less Abatements	(17,048)	(17,048)
Total Employee Salaries & Wages	<u>343,527</u>	<u>343,527</u>
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Retirement	25,240	25,240
Social Security	22,103	22,103
Workers' Compensation	31,803	31,803
Health Insurance	10,540	10,540
Life Insurance	2,131	2,131
	<u>91,817</u>	<u>91,817</u>
Less Abatements	(5,992)	(5,992)
Total Employee Overhead	85,825	85,825
Salary Savings	(5,404)	(5,404)
TOTAL EMPLOYEE SERVICES	<u><u>423,948</u></u>	<u><u>423,948</u></u>
 <u>MAINTENANCE & OPERATION</u>		
21 Utilities	17,500	17,500
23 Office Supplies	100	100
24 Travel & Meetings	125	125
Annual State Horticultural Meeting		
25 Vehicle Expense	51,683	51,683
Gasoline, oil, repairs, maintenance		
28 Special Supplies & Services		
Uniforms	5,170	5,170
Safety shoes	2,000	2,000
Lakes maintenance	3,000	3,000
Trees & plantings	4,500	4,500
Irrigation supplies	5,000	5,000
Fertilizer	6,000	6,000
Chemicals & sprays	11,330	11,330
Capital improvement abatements	15,520	15,520
	<u>52,520</u>	<u>52,520</u>
29 Small Tools & Equipment	2,200	2,200

Departmental Budget 1979-80

PUBLIC WORKS
PARKWAYS & SERVICES

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
32 Rent	100	100
33 Dues & Subscriptions Professional Grounds Maintenance Association, Fairchild Tropical Gardens	45	45
35 School & Training Expense -Professional Grounds Maintenance Association -Unscheduled University of Florida Extension Service Seminars	95	95
38 Outside Contracts	22,800	22,800
39 Other Expense Gloves, rainwear, batteries, safety equipment, miscellaneous	4,500	4,500
	<u>151,668</u>	<u>151,668</u>
Less Abatements - C.I.P.	(19,520)	(19,520)
TOTAL MAINTENANCE & OPERATION	<u><u>132,148</u></u>	<u><u>132,148</u></u>

CAPITAL OUTLAY

96 Other Equipment		
-2 Bunton edgers (replacements)	620	620
-2 Kee mowers (replacements)	1,260	1,260
-1 Parker vacuum (replacement)	360	360
-1 Ryan aerator (replacement)	750	750
-4 Bobcat mowers (2 replacements/2 new)	1,580	1,580
-4 electric hedge trimmers (2 replacements/2 new)	560	560
-1 electric generator (new)	320	320
TOTAL CAPITAL OUTLAY	<u><u>5,450</u></u>	<u><u>5,450</u></u>

CITY OF NAPLES
Departmental Budget 1979-80

PUBLIC WORKS
SANITATION

-----Summary-----

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
Employee Services	<u>511,376</u>	<u>529,003</u>	<u>594,547</u>	<u>584,696</u>	<u>584,696</u>
Maintenance & Operation	<u>272,499</u>	<u>192,800</u>	<u>263,125</u>	<u>268,375</u>	<u>268,375</u>
Capital Outlay	<u>9,274</u>	<u>9,300</u>	<u>12,500</u>	<u>12,500</u>	<u>12,500</u>
TOTAL	<u><u>793,149</u></u>	<u><u>731,103</u></u>	<u><u>870,172</u></u>	<u><u>865,571</u></u>	<u><u>865,571</u></u>

New Programs & Projects:

Research and develop the use of compaction container units for food dispensing establishments. Research the use of the transfer station at Public Works Yard.

Increase the use of the two cubic yard truckster for the collection of garbage on the residential route.

Develop the trash landfill to meet Department of Environmental Regulation requirements. Analyze trash trailers for hand pick-up of yard trash. Develop services not readily available.

CITY OF NAPLES
Departmental Budget 1979-80

PUBLIC WORKS
SANITATION
--Commercial--

	Actual Expenditures <u>1977-78</u>	Annual Budget <u>1978-79</u>	Department Request <u>1979-80</u>	City Manager Recommends <u>1979-80</u>	Council Approval <u>1979-80</u>
Employee Services	<u>150,757</u>		<u>159,645</u>	<u>157,023</u>	<u>157,023</u>
Maintenance & Operation	<u>118,497</u>	SEE SUMMARY	<u>101,525</u>	<u>102,845</u>	<u>102,845</u>
Capital Outlay	<u>9,274</u>	SEE SUMMARY	<u>12,500</u>	<u>12,500</u>	<u>12,500</u>
TOTAL	<u><u>278,528</u></u>		<u><u>273,670</u></u>	<u><u>272,368</u></u>	<u><u>272,368</u></u>

New Programs & Projects:

Research and develop use of compaction container units for food dispensing establishments.

Research use of transfer station at Public Works Yard.

PUBLIC WORKS

Departmental Budget 1979-80

SANITATION

Commercial

EMPLOYEE SERVICES

Employee Salaries & Wages

10 Permanent

12 Temp. & Part Time

13 Other

Less Abatements

Total Salaries & Wages

Employee Overhead

15 Employer Payroll Expenses

Less Abatements

Less Salary Savings

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.

94 Office Equipment

95 Mobile Equipment

96 Other Equipment

98 Less Abatements

TOTAL CAPITAL OUTLAY

Actual
Expenditures
1977-78

Annual
Budget
1978-79

Department
Request
1979-80

City Manager
Recommends
1979-80

Council
Approval
1979-80

101,556

.....

117,060

117,060

117,060

20,000

.....

5,000

4,000

4,000

121,556

.....

122,060

121,060

121,060

29,201

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37,585

37,358

37,358

(1,395)

(1,395)

150,757

.....

159,645

157,023

157,023

100

.....

175

175

175

200

.....

100

100

100

99,522

.....

86,250

91,070

91,070

6,000

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6,000

4,500

4,500

12,675

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9,000

7,000

7,000

118,497

.....

101,525

102,845

102,845

9,274

.....

12,500

12,500

12,500

9,274*

.....

12,500

12,500

12,500

Departmental Budget 1979-80

PUBLIC WORKS
SANITATION
--Commercial--

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
Division Superintendent (Pro-rated)	6,647	6,647
Garbage Operations Supt. (Pro-rated)	7,867	7,867
5 Packer Operator II	65,047	65,047
2 Laborer I	18,438	18,438
1 Laborer II (Welder Helper)	8,273	8,273
1 Welder	10,788	10,788
	<u>117,060</u>	<u>117,060</u>
13 Other	4,000	4,000
Overtime		
	<u>4,000</u>	<u>4,000</u>
Total Employee Salaries & Wages	<u>121,060</u>	<u>121,060</u>
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Retirement	8,474	8,474
Social Security	7,421	7,421
Workers' Compensation	17,433	17,433
Health Insurance	3,464	3,464
Life Insurance	566	566
	<u>37,358</u>	<u>37,358</u>
Salary Savings	(1,395)	(1,395)
	<u>35,963</u>	<u>35,963</u>
Total Employee Overhead	<u>35,963</u>	<u>35,963</u>
TOTAL EMPLOYEE SERVICES	<u>157,023</u>	<u>157,023</u>
<u>MAINTENANCE & OPERATION</u>		
22 Telephone & Telegraph	175	175
24 Travel & Meetings	100	100
25 Vehicle Expense	91,070	91,070
Gasoline, oil, tires, repairs, outside work		
28 Special Supplies & Services	4,500	4,500
Uniform rental, shoes, rainwear, chemicals, gloves, miscellaneous		
39 Other Expense	7,000	7,000
Steel, welding rods & supplies, wheels, painting supplies, miscellaneous		
TOTAL MAINTENANCE & OPERATION	<u>102,845</u>	<u>102,845</u>
<u>CAPITAL OUTLAY</u>		
96 Other Equipment		
25 commercial containers	9,000	9,000
10 container replacements	3,500	3,500
TOTAL CAPITAL OUTLAY	<u>12,500</u>	<u>12,500</u>

CITY OF NAPLES
Departmental Budget 1979-80

PUBLIC WORKS

SANITATION

---Residential---

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
Employee Services	207,780		268,114	263,547	263,547
Maintenance & Operation	62,324	SEE SUMMARY	65,875	67,590	67,590
Capital Outlay	-0-	SEE SUMMARY	-0-	-0-	-0-
TOTAL	<u>270,104</u>		<u>333,989</u>	<u>331,137</u>	<u>331,137</u>

New Programs & Projects:

Develop the use of the two cubic yard truckster for collection of garbage on residential route.

PUBLIC WORKS
 SANITATION
 Residential

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
EMPLOYEE SERVICES					
Employee Salaries & Wages					
10 Permanent	157,910		193,197	193,197	193,197
12 Temp. & Part Time	8,000		12,688	10,000	10,000
13 Other					
Less Abatements					
Total Salaries & Wages	165,910		205,885	203,197	203,197
Employee Overhead					
15 Employer Payroll Expenses	41,870		62,229	62,651	62,651
Less Abatements					
Less Salary Savings				(2,301)	(2,301)
TOTAL EMPLOYEE SERVICES	207,780		268,114	263,547	263,547
MAINTENANCE & OPERATION					
20 Advertising & Printing					
21 Utilities					
22 Telephone & Telegraph	100		175	175	175
23 Office Supplies					
24 Travel & Meetings	116		200	200	200
25 Vehicle Expense	56,108		57,500	60,715	60,715
26 Duplicating Charges					
27 Auto Mileage					
28 Spec. Supplies & Serv.	6,000		8,000	6,500	6,500
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	62,324		65,875	67,590	67,590
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					

Departmental Budget 1979-80

PUBLIC WORKS
SANITATION
 ---Residential---

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
Division Superintendent (Pro-rated)	6,647	6,647
Garbage Operations Supv. (Pro-rated)	7,867	7,867
5 Waste Collection Crew Leaders	57,943	57,943
4 Packer Operator I	42,316	42,316
7 Waste Collectors	67,573	67,573
1 Scooter Operator	10,851	10,851
	<u>193,197</u>	<u>193,197</u>
13 Other	10,000	10,000
Overtime		
	<u>203,197</u>	<u>203,197</u>
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Retirement	14,223	14,223
Social Security	12,456	12,456
Workers' Compensation	29,261	29,261
Health Insurance	5,684	5,684
Life Insurance	1,027	1,027
	<u>62,651</u>	<u>62,651</u>
Salary Savings	(2,301)	(2,301)
	<u>60,350</u>	<u>60,350</u>
Total Employee Overhead	<u>60,350</u>	<u>60,350</u>
TOTAL EMPLOYEE SERVICES	<u>263,547</u>	<u>263,547</u>
<u>MAINTENANCE & OPERATION</u>		
22 Telephone & Telegraph	175	175
24 Travel & Meetings	200	200
25 Vehicle Expense	60,715	60,715
Gasoline, oil, tires, repairs, outside work		
28 Special Supplies & Services	6,500	6,500
Uniform rental, shoes, rainwear, tote cans, chemicals, miscellaneous		
TOTAL MAINTENANCE & OPERATION	<u>67,590</u>	<u>67,590</u>

CITY OF NAPLES
Departmental Budget 1979-80

PUBLIC WORKS
SANITATION
---Trash---

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
Employee Services	<u>152,839</u>		<u>166,788</u>	<u>164,126</u>	<u>164,126</u>
Maintenance & Operation	<u>91,678</u>	SEE SUMMARY	<u>95,725</u>	<u>97,940</u>	<u>97,940</u>
Capital Outlay	<u>-0-</u>		<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
TOTAL	<u><u>244,517</u></u>		<u><u>262,513</u></u>	<u><u>262,066</u></u>	<u><u>262,066</u></u>

New Programs & Projects:

Develop trash landfill to meet Department of Environmental Regulation requirements.

Analyze trash trailers for hand pick-up of yard trash.

Develop services not readily available.

PUBLIC WORKS
SANITATION
Trash

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages					
10 Permanent	116,019		125,814	125,814	125,814
12 Temp. & Part Time					
13 Other	4,787		2,000	1,000	1,000
Less Abatements					
Total Salaries & Wages	120,806		127,814	126,814	126,814
Employee Overhead					
15 Employer Payroll Expenses	32,033		38,974	38,811	38,811
Less Abatements					
Less Salary Savings				(1,499)	(1,499)
TOTAL EMPLOYEE SERVICES	152,839		166,788	164,126	164,126
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing					
21 Utilities					
22 Telephone & Telegraph	18		125	125	125
23 Office Supplies					
24 Travel & Meetings	100		100	100	100
25 Vehicle Expense	64,054		57,500	60,715	60,715
26 Duplicating Charges					
27 Auto Mileage					
28 Spec. Supplies & Serv.	7,775		5,000	4,000	4,000
29 Small Tools & Equipment					
30 Maintenance of Equipment					
31 Building Repairs & Maint.	19,731		33,000	33,000	33,000
32 Rent					
33 Dues & Subscriptions					
34 Professional Services					
35 School & Training Expense					
36 Insurance					
38 Outside Contracts					
39 Other Expense					
TOTAL MAINT. & OPERATION	91,678		95,725	97,940	97,940
<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					

Departmental Budget 1979-80

PUBLIC WORKS
SANITATION
 ---Trash---

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
Division Superintendent (Pro-rated)	6,647	6,647
1 Trash Operations Supervisor	15,130	15,130
3 Trash Truck Drivers	29,007	29,007
5 Crane Operators	54,471	54,471
1 Sweeper Operator	12,758	12,758
1 Laborer I	7,801	7,801
	<u>125,814</u>	<u>125,814</u>
13 Other	1,000	1,000
Overtime		
	<u>126,814</u>	<u>126,814</u>
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Retirement	8,877	8,877
Social Security	7,774	7,774
Workers' Compensation	18,260	18,260
Health Insurance	3,247	3,247
Life Insurance	653	653
	<u>38,811</u>	<u>38,811</u>
Salary Savings	(1,499)	(1,499)
	<u>37,312</u>	<u>37,312</u>
Total Employee Overhead	<u>37,312</u>	<u>37,312</u>
TOTAL EMPLOYEE SERVICES	<u><u>164,126</u></u>	<u><u>164,126</u></u>
<u>MAINTENANCE & OPERATION</u>		
22 Telephone & Telegraph	125	125
24 Travel & Meetings	100	100
25 Vehicle Expense	60,715	60,715
Gasoline, oil, tires, repairs, outside work		
28 Special Supplies & Services	4,000	4,000
Uniform rental, shoes, truck covers, rainwear, gloves, miscellaneous		
32 Rent	33,000	33,000
Equipment, land lease, miscellaneous		
TOTAL MAINTENANCE & OPERATION	<u><u>97,940</u></u>	<u><u>97,940</u></u>

CITY OF NAPLES
Departmental Budget 1979-80

NON-DEPARTMENTAL

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
Employee Services	<u> </u>	<u> -0- </u>	<u> </u>	<u> -0- </u>	<u> -0- </u>
Maintenance & Operation	<u> </u>	<u> 171,085 </u>	<u> </u>	<u> 184,852 </u>	<u> 184,852 </u>
Capital Outlay	<u> </u>	<u> 1,054 </u>	<u> </u>	<u> 950 </u>	<u> 950 </u>
TOTAL	<u> </u>	<u> 172,139 </u>	<u> </u>	<u> 185,802 </u>	<u> 185,802 </u>

Departmental Budget 1979-80

NON-DEPARTMENTAL

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages					
10 Permanent
12 Temp. & Part Time
13 Other
Less Abatements
Total Salaries & Wages
Employee Overhead					
15 Employer Payroll Expenses
Less Abatements
TOTAL EMPLOYEE SERVICES	=====	-0-	=====	-0-	=====
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing	4,200	2,000	2,000
21 Utilities	25,000	29,580	29,580
22 Telephone & Telegraph		
23 Office Supplies		
24 Travel & Meetings	1,000	1,000	1,000
25 Vehicle Expense		
26 Duplicating Charges		
27 Auto Mileage		
28 Spec. Supplies & Serv.	11,259	10,759	10,759
29 Small Tools & Equipment	500	350	350
30 Maintenance of Equipment		
31 Building Repairs & Maint.	1,000	1,500	1,500
32 Rent		
33 Dues & Subscriptions	2,463	2,463	2,463
34 Professional Services		
35 School & Training Expense	---	4,000	4,000
36 Insurance	103,863	96,500	96,500
38 Outside Contracts	14,300	18,800	18,800
39 Other Expense	7,500	17,900	17,900
-----	-----	-----	-----	-----	-----
TOTAL MAINT. & OPERATION	=====	171,085	=====	184,852	184,852
<u>CAPITAL OUTLAY</u>					
92 Building Improvements		
93 Imprv. Other Than Bldgs.		
94 Office Equipment		
95 Mobile Equipment		
96 Other Equipment	1,054	950	950
98 Less Abatements		
TOTAL CAPITAL OUTLAY	=====	1,054	=====	950	950

Departmental Budget 1979-80

NON-DEPARTMENTAL

<u>MAINTENANCE & OPERATION</u>		<u>RECOMMENDED</u>	<u>APPROVED</u>
20	Advertising & Printing	1,400	
	Annual report to citizens	600	1,400
	Annual budget preparation	<u>2,000</u>	<u>600</u>
			2,000
21	Utilities	29,580	29,580
	Electric, water, sewer - City Hall		
24	Travel & Meetings	1,000	1,000
	Recruiting expense		
28	Special Supplies & Services	2,000	2,000
	Moving Expenses		
29	Small Tools & Equipment	350	350
31	Building Repairs & Maintenance	1,500	1,500
33	Dues & Subscriptions	1,061	1,061
	-Florida League of Cities	230	230
	-Florida Public Employer Reporter	176	176
	-Government Information Service	125	125
	-Sister Cities International	871	871
	-Southwest Florida League of Cities	<u>2,463</u>	<u>2,463</u>
34	Professional Services	8,759	8,759
	Annual Audit		
35	School & Training Expense	4,000	4,000
	Productivity/work measurement		
36	Insurance	96,500	96,500
	Liability, fire, flood		
38	Outside Contracts	4,800	4,800
	General insurance management	5,000	5,000
	Collective bargaining	5,000	5,000
	Florida unemployment compensation	4,000	4,000
	Re-evaluation - Equip. Mgt. Div.	<u>18,800</u>	<u>18,800</u>
39	Other Expense	2,700	2,700
	Special fuel tax	1,000	1,000
	Mini-PERC - general counsel supplies	8,000	8,000
	Election expense	2,000	2,000
	Employee Incentive Awards Program	500	500
	Safety program	1,700	1,700
	New employee handbook	2,000	2,000
	Miscellaneous	<u>17,900</u>	<u>17,900</u>
	TOTAL MAINTENANCE & OPERATION	<u>184,852</u>	<u>184,852</u>
<u>CAPITAL OUTLAY</u>			
96	Other Equipment	950	950
	Shredder		
	TOTAL CAPITAL OUTLAY	<u>950</u>	<u>950</u>

CITY OF NAPLES
Departmental Budget 1979-80

DEBT SERVICE - G. O. BOND AND EQUIPMENT
PRINCIPAL AND INTEREST

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
Employee Services	-0-	-0-	-0-	-0-	-0-
Maintenance & Operation	120,522	121,973	122,382	122,382	122,382
Capital Outlay	-0-	-0-	-0-	-0-	-0-
TOTAL	<u>120,522</u>	<u>121,973</u>	<u>122,382</u>	<u>122,382</u>	<u>122,382</u>

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 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 central maintenance and repair facilities for the Public Works Department. On June 1, 1979, the outstanding balance is \$920,000. The bonds redeemed amount to \$1,080,000.

Principal payments during fiscal year 1979-80 will be \$90,000. Interest payments will be \$32,200. Bank fees will be \$182.

\$2,000,000
Naples, Florida

SERIES 1963

GENERAL OBLIGATION

<u>DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
11-1-79		16,100.00	16,146.00
5-1-80	90,000	16,100.00	106,236.00
11-1-80		14,525.00	14,566.60
5-1-81	90,000	14,525.00	104,656.50
11-1-81		12,950.00	12,987.00
5-1-82	95,000	12,950.00	108,082.00
11-1-82		11,287.50	11,319.75
5-1-83	95,000	11,287.50	106,414.75
11-1-83		9,625.00	9,652.00
5-1-84	100,000	9,625.00	109,752.50
11-1-84		7,875.00	7,897.50
5-1-85	105,000	7,875.00	113,002.50
11-1-85		6,037.50	6,054.75
5-1-86	110,000	6,037.50	116,164.75
11-1-86		4,112.50	4,124.25
5-1-87	115,000	4,112.50	119,239.25
11-1-87		2,100.00	2,106.00
5-1-88	120,000	2,100.00	122,226.00

WATER SYSTEM

Public Works
DIRECTOR

Assistant Director

Production

1 Division Superintendent
 1 Assistant Division Superintendent
 1 Operator IV
 3 Operator III
 4 Operator II
 5 Operator I
 2 Instrument & Lab Technicians
 2 Maintenance Technicians
 1 Laborer II
 1 Custodian

Distribution

1 Division Superintendent
 1 Assistant Division Superintendent
 1 Meter Operations Supervisor
 2 Meter Readers
 1 Meter Repair Technician
 1 Water Code Inspector
 1 Clerk Typist
 3 Water Distribution Supervisors
 1 Construction Crew Leader
 5 Water Distribution Crew Leaders
 1 Backhoe Operator
 11 Laborer II
 1 Stock & Equipment Controller

CITY OF NAPLES
WATER UTILITY REVENUE & EXPENDITURE SUMMARY

Estimated Revenues	
Water Sales	3,160,000
Hydrant Service	1,200
Tapping Fees	150,000
Reinstallation Fees	1,000
Connection Charges	45,000
Beginning Cash	<u>219,549</u>
 Total Operating Revenues	 3,576,749
 Beginning Cash	 324,600
System Development Charges	<u>403,000</u>
 Total Estimated Revenues	 4,304,349
 Estimated Operating Expenditures	
Water Distribution	473,972
Water Production	1,056,368
Administration	332,275
Debt Service	1,354,282
Depreciation	<u>359,852</u>
	 3,576,749
 Capital Expenditures -	
System Revenues	324,600
Capital Expenditures -	
System Development	<u>403,000</u>
 Total Estimated Expenditures	 4,304,349

CITY OF NAPLES
REVENUE DETAIL

WATER SYSTEM OPERATING REVENUES

	<u>ACTUAL</u> 76-77	<u>77-78</u>	<u>3-31-79</u>	<u>EST. 4-1-79</u> <u>to 9-30-79</u>	<u>ESTIMATED</u> 78-79	<u>BUDGETED</u> 78-79	<u>RECOMMENDED</u> 79-80
Water Sales	2,332,051	2,695,308	1,438,618	1,441,382	2,880,000	3,278,000	3,160,000
Hydrant Service	1,972	630	1,130	0	1,130	1,000	1,200
Tapping Fees	190,045	149,224	46,497	73,503	120,000	90,000	150,000
Reinstallation Fees	2,500	1,430	595	405	1,000	1,000	1,000
Connection Charges	24,426	37,654	15,148	15,852	31,000	15,000	45,000
Miscellaneous	(8,240)	0	0	0	0	0	0
	<u>2,542,754</u>	<u>2,884,246</u>	<u>1,501,988</u>	<u>1,531,142</u>	<u>3,003,130</u>	<u>3,385,000</u>	<u>3,357,200</u>

CITY OF NAPLES
Departmental Budget 1979-80

PUBLIC WORKS
WATER DISTRIBUTION

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
Employee Services	<u>291,632</u>	<u>385,777</u>	<u>417,330</u>	<u>413,572</u>	<u>413,572</u>
Maintenance & Operation	<u>53,501</u>	<u>57,400</u>	<u>58,700</u>	<u>56,200</u>	<u>56,200</u>
Capital Outlay	<u>3,744</u>	<u>2,200</u>	<u>4,200</u>	<u>4,200</u>	<u>4,200</u>
TOTAL	<u><u>348,877</u></u>	<u><u>445,377</u></u>	<u><u>480,230</u></u>	<u><u>473,972</u></u>	<u><u>473,972</u></u>

Along with the Water Distribution Division's regular work, such as repair of mains, utility location and installation of meters, the following additional goals have been set:

- Continuation of the meter change-out and modernization program.
- Initiation of an active valve location and turning program for the entire Chapter 180 District.
- Initiation of a program for water main relocation and replacement and additional fire hydrants.

PUBLIC WORKS
WATER DISTRIBUTION

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
EMPLOYEE SERVICES					
Employee Salaries & Wages					
10 Permanent	210,384	313,522	332,322	332,322	332,322
12 Temp. & Part Time					
13 Other	20,964	15,000	15,000	15,000	15,000
Less Abatements		(15,000)	(20,000)	(20,000)	(20,000)
Total Salaries & Wages	231,348	313,522	327,322	327,322	327,322
Employee Overhead					
15 Employer Payroll Expenses	60,284	76,855	95,772	95,772	95,772
Less Abatements		(4,600)	(5,764)	(5,764)	(5,764)
Less Salary Savings				(3,758)	(3,758)
TOTAL EMPLOYEE SERVICES	291,632	385,777	417,330	413,572	413,572
MAINTENANCE & OPERATION					
20 Advertising & Printing					
21 Utilities					
22 Telephone & Telegraph	1,032	1,000	1,800	1,600	1,600
23 Office Supplies	239	300	300	300	300
24 Travel & Meetings					
25 Vehicle Expense	24,647	28,000	26,000	26,000	26,000
26 Duplicating Charges					
27 Auto Mileage					
28 Spec. Supplies & Serv.	17,105	17,000	19,000	19,000	19,000
29 Small Tools & Equipment	3,611	3,000	3,000	2,300	2,300
30 Maintenance of Equipment	---	3,000	3,000	1,800	1,800
31 Building Repairs & Maint.					
32 Rent	1,076	500	500	500	500
33 Dues & Subscriptions					
34 Professional Services					
35 School & Training Expense					
36 Insurance					
38 Outside Contracts					
39 Other Expense	5,791	4,600	5,100	4,700	4,700
TOTAL MAINT. & OPERATION	53,501	57,400	58,700	56,200	56,200
CAPITAL OUTLAY					
92 Building Improvements					
93 Imprv. Other Than Bldgs.					
94 Office Equipment	---	---	1,000	1,000	1,000
95 Mobile Equipment					
96 Other Equipment	3,744	2,200	3,200	3,200	3,200
98 Less Abatements					
TOTAL CAPITAL OUTLAY	3,744	2,200	4,200	4,200	4,200

Departmental Budget 1979-80

PUBLIC WORKS
WATER DISTRIBUTION

<u>EMPLOYEE SERVICES</u>	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Division Superintendent	23,111	23,111
1 Assistant Division Superintendent	17,258	17,258
1 Meter Operations Supervisor	14,042	14,042
2 Meter Readers	19,084	19,084
1 Meter Repair Technician	9,719	9,719
1 Water Code Inspector	11,251	11,251
1 Clerk Typist	8,822	8,822
3 Water Distribution Supervisors	39,927	39,927
1 Construction Crew Leader	13,023	13,023
5 Water Distribution Crew Leaders	58,720	58,720
1 Backhoe Operator	10,681	10,681
11 Laborer II	97,428	97,428
1 Stock & Equipment Controller	9,256	9,256
	<u>332,322</u>	<u>332,322</u>
13 Other	15,000	15,000
Overtime		
	<u>347,322</u>	<u>347,322</u>
Less Abatements (Capital Improvement Program)	(20,000)	(20,000)
Total Employee Salaries & Wages	327,322	327,322
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Retirement	24,313	24,313
Social Security	21,291	21,291
Workers' Compensation	40,567	40,567
Health Insurance	7,873	7,873
Life Insurance	1,728	1,728
	<u>95,772</u>	<u>95,772</u>
Less Abatements	(5,764)	(5,764)
	90,008	90,008
Salary Savings	(3,758)	(3,758)
TOTAL EMPLOYEE SERVICES	<u>413,572</u>	<u>413,572</u>
 <u>MAINTENANCE & OPERATION</u>		
22 Telephone & Telegraph	1,600	1,600
23 Office Supplies	300	300
25 Vehicle Expense	26,000	26,000
Gasoline, oil, repairs		
28 Special Supplies & Services		
-Uniforms, safety shoes	7,000	7,000
-Meter repair & modernization	6,000	6,000
-Main repair material	6,000	6,000
	<u>19,000</u>	<u>19,000</u>
29 Small Tools & Equipment	2,300	2,300
30 Maintenance of Equipment	1,800	1,800
32 Rent	500	500
39 Other Equipment	4,700	4,700
Safety awards & equipment, small hardware, miscellaneous		
TOTAL MAINTENANCE & OPERATION	<u>56,200</u>	<u>56,200</u>

Departmental Budget 1979-80

PUBLIC WORKS
WATER DISTRIBUTION
 (Cont.)

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>CAPITAL OUTLAY</u>		
94 Office Equipment Time clock & card holder	1,000	1,000
96 Other Equipment Replacement tapping machines (2), pumps (2)	3,200	3,200
TOTAL CAPITAL OUTLAY	<u>4,200</u>	<u>4,200</u>

CITY OF NAPLES
Departmental Budget 1979-80

PUBLIC WORKS
WATER PRODUCTION

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
Employee Services	<u>258,847</u>	<u>307,335</u>	<u>330,468</u>	<u>325,093</u>	<u>325,093</u>
Maintenance & Operation	<u>596,267</u>	<u>612,275</u>	<u>766,275</u>	<u>727,975</u>	<u>727,975</u>
Capital Outlay	<u>1,675</u>	<u>1,300</u>	<u>3,300</u>	<u>3,300</u>	<u>3,300</u>
TOTAL	<u><u>856,789</u></u>	<u><u>920,910</u></u>	<u><u>1,100,043</u></u>	<u><u>1,056,368</u></u>	<u><u>1,056,368</u></u>

The function of the Water Production Division 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. This budget will cover the production of 4,644,000,000 gallons of water.

Some additional responsibilities are:

- Ecology checks on various lakes.
- Monitoring U.S.G.S. wells.
- Inspecting wells permitted in the City.
- Maintaining lake levels for salt water intrusion.
- Constructing equipment and buildings to enhance safety and increase production.
- Maintaining all wells and appurtenances in both well fields.
- Maintaining three repump stations.
- Maintaining vacuum and pressure relief valves in the raw water system.

Departmental Budget 1979-80

PUBLIC WORKS
WATER PRODUCTION

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
EMPLOYEE SERVICES					
<u>Employee Salaries & Wages</u>					
10 Permanent	210,959	255,781	268,933	268,933	268,933
12 Temp. & Part Time					
13 Other	3,611	2,000	2,000	2,000	2,000
Less Abatements					
Total Salaries & Wages	214,570	257,781	270,933	270,933	270,933
<u>Employee Overhead</u>					
15 Employer Payroll Expenses	44,277	51,554	59,535	58,483	58,483
Less Abatements					
Less Salary Savings		(2,000)		(4,323)	(4,323)
TOTAL EMPLOYEE SERVICES	<u>258,847</u>	<u>307,335</u>	<u>330,468</u>	<u>325,093</u>	<u>325,093</u>
MAINTENANCE & OPERATION					
20 Advertising & Printing	255,320	275,000	300,000	290,000	290,000
21 Utilities	4,920	5,000	5,600	4,800	4,800
22 Telephone & Telegraph	522	200	200	200	200
23 Office Supplies	275	300	500	500	500
24 Travel & Meetings	3,690	2,400	3,400	3,400	3,400
25 Vehicle Expense					
26 Duplicating Charges					
27 Auto Mileage					
28 Spec. Supplies & Serv.	31,062	29,100	55,000	51,000	51,000
29 Small Tools & Equipment	3,272	3,000	3,000	3,000	3,000
30 Maintenance of Equipment					
31 Building Repairs & Maint.	2,165	2,000	2,000	1,500	1,500
32 Rent	19,931	9,300	18,600	18,600	18,600
33 Dues & Subscriptions	254	275	275	275	275
34 Professional Services					
35 School & Training Expense	89	500	500	500	500
36 Insurance					
38 Outside Contracts					
39 Other Expense	54	200	200	200	200
<u>70 Chemicals</u>	<u>274,713</u>	<u>285,000</u>	<u>377,000</u>	<u>354,000</u>	<u>354,000</u>
TOTAL MAINT. & OPERATION	<u>596,267</u>	<u>612,275</u>	<u>766,275</u>	<u>727,975</u>	<u>727,975</u>
CAPITAL OUTLAY					
92 Building Improvements					
93 Imprv. Other Than Bldgs.					
94 Office Equipment					
95 Mobile Equipment					
96 Other Equipment	1,675	1,300	3,300	3,300	3,300
98 Less Abatements					
TOTAL CAPITAL OUTLAY	<u>1,675</u>	<u>1,300</u>	<u>3,300</u>	<u>3,300</u>	<u>3,300</u>

Departmental Budget 1979-80

PUBLIC WORKS
WATER PRODUCTION

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Division Superintendent	24,566	24,566
1 Assistant Division Superintendent	20,036	20,036
1 Operator IV	16,175	16,175
3 Operator III	42,548	42,548
4 Operator II	46,477	46,477
5 Operator I	54,341	54,341
2 Instrument & Lab Technicians	24,780	24,780
2 Maintenance Technicians	24,190	24,190
1 Laborer II	8,273	8,273
1 Laborer I	7,547	7,547
	<u>268,933</u>	<u>268,933</u>
13 Other	2,000	2,000
Overtime & Standby		
	<u>270,933</u>	<u>270,933</u>
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Retirement	18,965	18,965
Social Security	16,608	16,608
Workers' Compensation	15,200	15,200
Health Insurance	6,500	6,500
Life Insurance	1,210	1,210
	<u>58,483</u>	<u>58,483</u>
Total Employee Overhead	58,483	58,483
	<u>329,416</u>	<u>329,416</u>
Salary Savings	(4,323)	(4,323)
	<u>325,093</u>	<u>325,093</u>
<u>TOTAL EMPLOYEE SERVICES</u>		
	<u>325,093</u>	<u>325,093</u>
<u>MAINTENANCE & OPERATION</u>		
21 Utilities	290,000	290,000
22 Telephone & Telegraph	4,800	4,800
23 Office Supplies	200	200
24 Travel & Meetings	500	500
-AWWA/FPCA Meeting - 4 days -		
Division Superintendent		
-In-state seminars		
25 Vehicle Expense	3,400	3,400
Gasoline, oil, repairs		
28 Special Supplies & Services	51,000	51,000
Uniforms, safety shoes, equipment		
rental, maintenance parts, outside		
contracts		
29 Small Tools & Equipment	3,000	3,000
31 Building Repairs & Maintenance	2,000	1,500
32 Rent	18,600	18,600
33 Dues & Subscriptions	275	275
35 School & Training Expense	500	500

Departmental Budget 1979-80

PUBLIC WORKS
WATER PRODUCTION
(Cont.)

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
39 Other Expense	200	200
70 Chemicals	354,000	354,000
TOTAL MAINTENANCE & OPERATION	<u>727,975</u>	<u>727,975</u>
 <u>CAPITAL OUTLAY</u>		
96 Other Equipment		
Fluoride tester	800	800
Electric signal generator	1,200	1,200
FM Pager	1,300	1,300
TOTAL CAPITAL OUTLAY	<u>3,300</u>	<u>3,300</u>

CITY OF NAPLES
 Departmental Budget 1979-80

WATER SYSTEM ADMINISTRATION & DEBT SERVICE

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
Employee Services	_____	_____	_____	_____	_____
Maintenance & Operation	_____	_____	_____	_____	_____
Capital Outlay	_____	_____	_____	_____	_____
TOTAL	<u>1,578,655</u>	<u>2,036,205</u>	<u>2,067,817</u>	<u>2,067,817</u>	<u>2,067,817</u>

WATER SYSTEM
 ADMINISTRATION &
 DEBT SERVICE

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<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	30,000	22,100	22,100	22,100
35 School & Training Expense
36 Insurance	67,372	61,301	43,000	43,000	43,000
38 Outside Contracts	7,165	5,195	5,195	5,195	5,195
39 Other Expense
40 Administration	237,426	238,473	283,388	283,388	283,388
TOTAL MAINT. & OPERATION	=====	=====	=====	=====	=====
<u>CAPITAL OUTLAY</u>					
97 Depreciation	0	359,852	359,852	359,852	359,852
100 Debt Service	1,266,622	1,341,384	1,354,282	1,354,282	1,354,282
TOTAL CAPITAL OUTLAY	<u>1,578,655</u>	<u>2,036,205</u>	<u>2,067,817</u>	<u>2,067,817</u>	<u>2,067,817</u>

Departmental Budget 1979-80

WATER SYSTEM ADMINISTRATION & DEBT SERVICE

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>34 Professional Services</u>		
Engineering Department	7,100	7,100
General Consulting	<u>15,000</u>	<u>15,000</u>
	22,100	22,100
<u>36 Insurance</u>		
General Insurance	33,700	33,700
Fleet Liability	5,300	5,300
Flood	<u>4,000</u>	<u>4,000</u>
	43,000	43,000
<u>30 Outside Contracts</u>		
Audit	5,195	5,195
<u>40 Administration</u>		
Transfer to General Fund	283,388	283,388
<u>97 Contribution to Depreciation</u>	359,852	359,852
<u>100 Debt Service</u>	1,354,282	1,354,282

CITY OF NAPLES
Departmental Budget 1979-80

WATER CAPITAL IMPROVEMENT

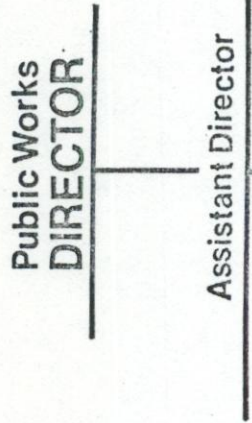
	Actual Expenditures <u>1977-78</u>	Annual Budget <u>1978-79</u>	Department Request <u>1979-80</u>	City Manager Recommends <u>1979-80</u>	Council Approval <u>1979-80</u>
Employee Services	_____	_____	_____	_____	_____
Maintenance & Operation	_____	_____	_____	_____	_____
Capital Outlay	<u>341,200</u>	<u>341,200</u>	<u>2,137,600</u>	<u>727,600</u>	<u>727,600</u>
TOTAL	<u><u>254,184</u></u>	<u><u>341,200</u></u>	<u><u>2,137,600</u></u>	<u><u>727,600</u></u>	<u><u>727,600</u></u>

WATER
CAPITAL IMPROVEMENT

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
EMPLOYEE SERVICES					
Employee Salaries & Wages					
10 Permanent
12 Temp. & Part Time
13 Other
Less Abatements
Total Salaries & Wages
Employee Overhead					
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	-0-	240,000	240,000	240,000
93 Imprv. Other Than Bldgs.	0	108,000	1,380,000	30,000	30,000
94 Office Equipment
95 Mobile Equipment	28,200	85,600	25,600	25,600
96 Other Equipment	12,591	---	14,000	14,000	14,000
98 Mains	62,520	45,000	118,000	118,000	118,000
99 Meters	179,073	160,000	300,000	300,000	300,000
TOTAL CAPITAL OUTLAY	<u>254,184</u>	<u>341,200</u>	<u>2,137,600</u>	<u>727,600</u>	<u>727,600</u>

SEWER SYSTEM



Collection	Treatment
1 Assistant Superintendent	1 Assistant Superintendent
1 Wastewater Collection Supervisor	1 Pumping Station Supervisor
2 Wastewater Crew Leaders	1 Operator IV
10 Laborer II	2 Operator III
	3 Operator II
	3 Operator I
	5 Wastewater Plant Maintenance Technicians
	3 Wastewater Plant Maintenance Mechanics
	1 Tractor Trailer Driver II
	1 Laborer II
	1 Laborer I

WATER CAPITAL IMPROVEMENT

	<u>RECOMMENDED</u>	<u>APPROVED</u>
92 Building Improvements Operations center	240,000	240,000
93 Improvements Other Than Building		
-Well field monitoring	30,000	30,000
-5 new wells, pumps, controls & collection main	-0-	-0-
-Auxiliary raw water supply - 5 MGD	-0-	-0-
	<u>30,000</u>	<u>30,000</u>
95 Mobile Equipment		
-3 half-ton pickup trucks	16,500	16,500
-1 compact step van	9,100	9,100
-1 20-yard dump truck	-0-	-0-
	<u>25,600</u>	<u>25,600</u>
96 Other Equipment		
-1 ditch digger	6,000	6,000
-1 jack and bore	8,000	8,000
	<u>14,000</u>	<u>14,000</u>
98 Mains & Meters		
-Miscellaneous main extensions & fire hydrants	73,000	73,000
-Meters	45,000	45,000
	<u>118,000</u>	<u>118,000</u>
99 Other Capital Improvements		
20-inch transmission main - Airport Road	300,000	300,000
	<u>300,000</u>	<u>300,000</u>
TOTAL CAPITAL IMPROVEMENTS	<u><u>727,600</u></u>	<u><u>727,600</u></u>

CITY OF NAPLES
SEWER UTILITY REVENUE & EXPENDITURE SUMMARY

Estimated Revenues	
Service Charge	1,150,000
Connection Charge	50,000
Inspection Charge	3,000
Beginning Cash	<u>125,532</u>
 Total Operating Revenues	 1,328,532
 Beginning Cash	 244,471
Systems Development Charges	<u>161,000</u>
 Total Estimated Revenues	 1,734,003
 Estimated Expenditures	
Wastewater Collection	214,831
Wastewater Treatment	565,281
Administration	150,488
Debt Service	229,303
Depreciation	<u>176,640</u>
 Operating Expenditures	 1,336,543
 Capital Expenditure -	
Systems Revenue	236,500
Capital Expenditure -	
Systems Development Charge	<u>161,000</u>
 Total Estimated Expenditures	 1,734,003

SEWER SYSTEM OPERATING REVENUE

	<u>ACTUAL 1976-77</u>	<u>ACTUAL 1977-78</u>	<u>ACTUAL 3-31-79</u>	<u>EST. 4-1-79 TO 9-30-79</u>	<u>EST. ACTUAL 9-30-79</u>	<u>BUDGETED 1978-79</u>	<u>RECOMMENDED 1979-80</u>
Service Charges	822,507	979,730	543,637	586,363	1,130,000	1,091,000	1,150,000
Connection Charges	4,385	10,506	5,728	12,272	18,000	2,000	50,000
Inspection Charges	<u>4,780</u>	<u>3,600</u>	<u>1,640</u>	<u>1,360</u>	<u>3,000</u>	<u>2,000</u>	<u>3,000</u>
	831,672	993,836	551,005	599,995	1,151,000	1,095,000	1,203,000

CITY OF NAPLES
Departmental Budget 1979-80

PUBLIC WORKS
WASTEWATER COLLECTION

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
Employee Services	<u>107,046</u>	<u>140,046</u>	<u>168,672</u>	<u>166,215</u>	<u>166,215</u>
Maintenance & Operation	<u>35,101</u>	<u>36,900</u>	<u>45,766</u>	<u>42,766</u>	<u>42,766</u>
Capital Outlay	<u>1,728</u>	<u>3,525</u>	<u>5,850</u>	<u>5,850</u>	<u>5,850</u>
TOTAL	<u><u>143,875</u></u>	<u><u>180,471</u></u>	<u><u>220,288</u></u>	<u><u>214,831</u></u>	<u><u>214,831</u></u>

The Wastewater Collection Division repairs sewer mains, installs laterals, repairs manholes and is responsible for other related maintenance work.

In addition; the following goals have been set:
 -Continue television survey of all areas of the system where potential failures are suspected.
 -Make video tape record of condition of main system and verify location of laterals.

PUBLIC WORKS
WASTEWATER COLLECTION

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages					
10 Permanent	79,152	110,525	151,593	151,593	151,593
12 Temp. & Part Time					
13 Other	7,924	3,000	5,000	3,000	3,000
Less Abatements			(25,000)	(25,000)	(25,000)
Total Salaries & Wages	87,076	113,525	131,593	129,593	129,593
Employee Overhead					
15 Employer Payroll Expenses	19,970	26,521	44,177	43,720	43,720
Less Abatements			(7,098)	(7,098)	(7,098)
TOTAL EMPLOYEE SERVICES	<u>107,046</u>	<u>140,046</u>	<u>168,672</u>	<u>166,215</u>	<u>166,215</u>
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing					
21 Utilities					
22 Telephone & Telegraph					
23 Office Supplies					
24 Travel & Meetings					
25 Vehicle Expense	9,050	11,000	12,500	12,500	12,500
26 Duplicating Charges					
27 Auto Mileage					
28 Spec. Supplies & Serv.	19,986	18,900	21,266	21,266	21,266
29 Small Tools & Equipment	2,115	2,500	3,000	3,000	3,000
30 Maintenance of Equipment	---	---	5,000	2,000	2,000
31 Building Repairs & Maint.	443	500	500	500	500
32 Rent	142	1,000	500	500	500
33 Dues & Subscriptions					
34 Professional Services					
35 School & Training Expense					
36 Insurance					
38 Outside Contracts					
39 Other Expense	3,365	3,000	3,000	3,000	3,000
TOTAL MAINT. & OPERATION	<u>35,101</u>	<u>36,900</u>	<u>45,766</u>	<u>42,766</u>	<u>42,766</u>
<u>CAPITAL OUTLAY</u>					
92 Building Improvements			1,000	1,000	1,000
93 Imprv. Other Than Bldgs.					
94 Office Equipment					
95 Mobile Equipment					
96 Other Equipment	1,728	3,525	4,850	4,850	4,850
98 Less Abatements					
TOTAL CAPITAL OUTLAY	<u>1,728</u>	<u>3,525</u>	<u>5,850</u>	<u>5,850</u>	<u>5,850</u>

Departmental Budget 1979-80

PUBLIC WORKS
WASTEWATER COLLECTION

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Assistant Superintendent	16,675	16,675
1 Wastewater Collection Supervisor	13,309	13,309
2 Wastewater Collection Crew Leaders	22,480	22,480
1 Wastewater Collection Inspector	11,825	11,825
10 Laborer II	87,304	87,304
	<u>151,593</u>	<u>151,593</u>
13 Other	3,000	3,000
Overtime		
	<u>154,593</u>	<u>154,593</u>
Less Abatements - Capital Imp.	(25,000)	(25,000)
Total Employee Salaries & Wages	129,593	129,593
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Retirement	10,821	10,821
Social Security	9,477	9,477
Workers' Compensation	18,056	18,056
Health Insurance	4,502	4,502
Life Insurance	864	864
	<u>43,720</u>	<u>43,720</u>
Less Abatements - Capital Imp.	(7,098)	(7,098)
Total Employee Overhead	36,622	36,622
TOTAL EMPLOYEE SERVICES	<u>166,215</u>	<u>166,215</u>
<u>MAINTENANCE & OPERATION</u>		
25 Vehicle Expense	12,500	12,500
Gasoline, oil, repairs		
28 Special Supplies & Services	21,266	21,266
Uniforms & safety shoes, chemical grout, repair materials		
29 Small Tools & Equipment	3,000	3,000
30 Maintenance of Equipment	2,000	2,000
31 Building Repair & Maintenance	500	500
32 Rent	500	500
39 Other Expense	3,000	3,000
Miscellaneous supplies, small hardware		
TOTAL MAINTENANCE & OPERATION	<u>42,766</u>	<u>42,766</u>
<u>CAPITAL OUTLAY</u>		
92 Building Improvement	1,000	1,000
Metal storage building		
96 Other Equipment	4,850	4,850
TOTAL CAPITAL OUTLAY	<u>5,850</u>	<u>5,850</u>

CITY OF NAPLES
Departmental Budget 1979-80

PUBLIC WORKS
WASTEWATER TREATMENT

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
Employee Services	<u>210,601</u>	<u>287,672</u>	<u>339,042</u>	<u>328,646</u>	<u>328,646</u>
Maintenance & Operation	<u>191,521</u>	<u>183,885</u>	<u>233,935</u>	<u>230,935</u>	<u>230,935</u>
Capital Outlay	<u>2,088</u>	<u>2,725</u>	<u>5,700</u>	<u>5,700</u>	<u>5,700</u>
TOTAL	<u><u>404,210</u></u>	<u><u>474,282</u></u>	<u><u>578,677</u></u>	<u><u>565,281</u></u>	<u><u>565,281</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 through the extended air versions of the activated sludge process. The division also operates 81 sanitary lift stations and three storm sewer lift stations.

New Programs & Projects:

- Control of problems caused by hydrogen sulphide at treatment plant and lift stations through chemical treatment of sewage.
- Chemically treat sludge to concentrate solids for more effective hauling.
- Monitor and control lift stations to promote more even flow at treatment plant.

PUBLIC WORKS
WASTEWATER TREATMENT

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
EMPLOYEE SERVICES					
Employee Salaries & Wages					
10 Permanent	165,137	239,128	278,552	268,156	268,156
12 Temp. & Part Time					
13 Other	6,761	1,500	2,000	2,000	2,000
Less Abatements					
Total Salaries & Wages	171,898	240,628	280,552	270,156	270,156
Employee Overhead					
15 Employer Payroll Expenses	38,703	49,044	58,490	62,813	62,813
Less Abatements					
Less Salary Savings		(2,000)		(4,323)	(4,323)
TOTAL EMPLOYEE SERVICES	210,601	287,672	339,042	328,646	328,646
MAINTENANCE & OPERATION					
20 Advertising & Printing					
21 Utilities	132,242	123,000	149,600	147,000	147,000
22 Telephone & Telegraph	483	400	650	650	650
23 Office Supplies	282	150	150	150	150
24 Travel & Meetings	305	300	400	400	400
25 Vehicle Expense	16,052	18,000	21,000	21,000	21,000
26 Duplicating Charges					
27 Auto Mileage					
28 Spec. Supplies & Serv.	5,205	3,400	4,500	4,500	4,500
29 Small Tools & Equipment	1,731	1,500	2,500	2,100	2,100
30 Maintenance of Equipment	17,277	16,000	21,000	21,000	21,000
31 Building Repairs & Maint.	4,433	2,500	2,500	2,500	2,500
32 Rent					
33 Dues & Subscriptions	33	35	35	35	35
34 Professional Services					
35 School & Training Expense	359	500	500	500	500
36 Insurance					
38 Outside Contracts					
39 Other Expense	239	100	100	100	100
74 Chemicals	12,880	18,000	31,000	31,000	31,000
TOTAL MAINT. & OPERATION	191,521	183,885	233,935	230,935	230,935
CAPITAL OUTLAY					
92 Building Improvements					
93 Imprv. Other Than Bldgs.					
94 Office Equipment					
95 Mobile Equipment					
96 Other Equipment	2,088	2,725	5,700	5,700	5,700
98 Less Abatements					
TOTAL CAPITAL OUTLAY	2,088*	2,725	5,700	5,700	5,700

Departmental Budget 1979-80

PUBLIC WORKS
WASTEWATER TREATMENT

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
1 Assistant Superintendent	18,554	18,554
1 Pumping Station Supervisor	15,849	15,849
1 Operator IV	14,000	14,000
2 Operator III	26,000	26,000
3 Operator II	34,897	34,897
3 Operator I	31,188	31,188
5 Wastewater Plant Maint. Technicians	59,752	59,752
3 Wastewater Plant Maint. Mechanics	27,716	27,716
1 Tractor Trailer Driver	10,681	10,681
1 Laborer II	8,687	8,687
1 Laborer I	7,832	7,832
	<u>255,156</u>	<u>255,156</u>
Additional Employees Requested:		
1 Operator II	13,000	13,000
1 Operator I	-0-	-0-
	<u>13,000</u>	<u>13,000</u>
13 Other	2,000	2,000
Overtime & Standby		
	<u>2,000</u>	<u>2,000</u>
Total Employee Salaries & Wages	<u>270,156</u>	<u>270,156</u>
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Retirement	18,910	18,910
Social Security	16,560	16,560
Workers' Compensation	17,938	17,938
Health Insurance	8,080	8,080
Life Insurance	1,325	1,325
	<u>62,813</u>	<u>62,813</u>
Total Employee Overhead	<u>62,813</u>	<u>62,813</u>
	<u>332,969</u>	<u>332,969</u>
Salary Savings	(4,323)	(4,323)
TOTAL EMPLOYEE SERVICES	<u><u>328,646</u></u>	<u><u>328,646</u></u>

MAINTENANCE & OPERATION

21 Utilities	147,000	147,000
22 Telephone & Telegraph	650	650
23 Office Supplies	150	150
24 Travel & Meetings	400	400
-AWWA/FPCA Annual Conference - 4 days -		
Division Superintendent		
-Unscheduled		
25 Vehicle Expense	21,000	21,000
Gasoline, oil, repairs		
28 Special Supplies & Services	4,500	4,500
Uniforms & safety shoes, miscellaneous		
29 Small Tools & Equipment	2,100	2,100
30 Maintenance of Equipment	21,000	21,000

Departmental Budget 1979-80

PUBLIC WORKS
WASTEWATER TREATMENT (CONT'D.)

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>MAINTENANCE & OPERATION (Cont.)</u>		
31 Building Repair & Maintenance	2,500	2,500
33 Dues & Subscriptions	35	35
35 School & Training Expense Annual short schools for utility personnel and operators	500	500
39 Other Expense	100	100
74 Chemicals	31,000	31,000
TOTAL MAINTENANCE & OPERATION	<u>230,935</u>	<u>230,935</u>
 <u>CAPITAL IMPROVEMENT.</u>		
96 Other Equipment		
Sampler (replacement)	2,000	2,000
Aluminum light poles (replacement)	2,500	2,500
Portable gas pump	800	800
Ph meter	400	400
TOTAL CAPITAL OUTLAY	<u>5,700</u>	<u>5,700</u>

CITY OF NAPLES
 Departmental Budget 1979-80

SEWER SYSTEM ADMINISTRATION & DEBT SERVICE

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
Employee Services	_____	_____	_____	_____	_____
Maintenance & Operation	_____	_____	_____	_____	_____
Capital Outlay	_____	_____	_____	_____	_____
TOTAL	<u>339,851</u>	<u>530,731</u>	<u>556,391</u>	<u>556,391</u>	<u>556,391</u>

SEWER SYSTEM
 ADMINISTRATION &
 DEBT SERVICE

Departmental Budget 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
EMPLOYEE SERVICES					
Employee Salaries & Wages					
10 Permanent
12 Temp. & Part Time
13 Other
Less Abatements
Total Salaries & Wages
Employee Overhead					
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	20,000	17,100	17,100	17,100
35 School & Training Expense
36 Insurance	15,083	11,782	21,000	21,000	21,000
38 Outside Contracts	3,000	1,047	1,047	1,047	1,047
39 Other Expense	93,648	94,061	111,301	111,301	111,301
.....
.....
TOTAL MAINT. & OPERATION	=====	=====	=====	=====	=====
CAPITAL OUTLAY					
97 Depreciation	0	176,640	176,640	176,640	176,640
100 Debt Service	228,120	227,201	229,303	229,303	229,303
.....
.....
.....
TOTAL CAPITAL OUTLAY	339,851	530,731	556,391	556,391	556,391

SEWER SYSTEM ADMINISTRATION & DEBT SERVICE

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>34</u> <u>Professional Services</u>		
Engineering Department	7,100	7,100
General Consulting	<u>10,000</u>	<u>10,000</u>
	17,100	17,100
<u>36</u> <u>Insurance</u>		
General Insurance	11,700	11,700
Fleet Liability	5,300	5,300
Flood	<u>4,000</u>	<u>4,000</u>
	21,000	21,000
<u>38</u> <u>Outside Contracts</u>		
Audit	1,047	1,047
<u>40</u> <u>Administration</u>		
Transfer to General Fund	111,301	111,301
<u>97</u> <u>Contribution to Depreciation</u>	176,640	176,640
<u>100</u> <u>Debt Service</u>	229,303	229,303

CITY OF NAPLES
Departmental Budget 1979-80

SEWER CAPITAL IMPROVEMENT

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
Employee Services	_____	_____	_____	_____	_____
Maintenance & Operation	_____	_____	_____	_____	_____
Capital Outlay	<u>25,141</u>	<u>163,160</u>	<u>667,680</u>	<u>397,500</u>	<u>397,500</u>
TOTAL	<u>25,141</u>	<u>163,160</u>	<u>667,680</u>	<u>397,500</u>	<u>397,500</u>

Departmental Budget 1979-80

SEWER CAPITAL IMPROVEMENT	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages					
10 Permanent
12 Temp. & Part Time
13 Other
Less Abatements
Total Salaries & Wages
Employee Overhead					
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
.....
.....
TOTAL MAINT. & OPERATION	=====	=====	=====	=====	=====
<u>CAPITAL OUTLAY</u>					
92 Building Improvements	10,000.
93 Imprv. Other Than Bldgs.	22,180.	105,000.	542,180.	276,000.	276,000.
94 Office Equipment
95 Mobile Equipment	32,760.	115,500.	111,500.	111,500.
96 Other Equipment	2,961.	15,400.	10,000.	10,000.	10,000.
98 Less Abatements
TOTAL CAPITAL OUTLAY	25,141.	163,160	667,680	397,500	397,500

Departmental Budget 1979-80

SEWER CAPITAL IMPROVEMENTS

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>93 MAINS AND LATERALS</u>		
Replacement of faulty sewer mains and the installation of new laterals	\$ 40,000	\$ 40,000
<u>PAVING</u>		
Paving of streets, excavation resulting from sewer lines installation, repair and replacement	14,000	14,000
<u>LIFT STATION REVISION</u>		
Repair and part replacement for storm sewer pumping stations	30,000	30,000
<u>REVISIONS TO SANITARY SEWER LIFT STATIONS</u>		
<u>Solana Road</u> Install 10 H.P. Submersible Pump	5,000	5,000
<u>Marlin Road</u> Install 10 H.P. Submersible Pump	5,000	5,000
<u>Royal Poinciana</u> Replace Pump	5,000	5,000
<u>Crayton & Wedge</u> Replace 5 H.P. Pump with 10 H.P. Pump	8,000	8,000
New covers, phase monitors and Hot Taps	8,000	8,000
Master Pumping Station, N.W. 180 District		
Step 2 and Step 3	0	0
Plant Expansion Step 2	161,000	161,000
	<u>276,000</u>	<u>276,000</u>
<u>95 MOBILE EQUIPMENT</u>		
2 - ½ Ton Pickup Trucks Wastewater Collection 1 Replacement - #821 1 Addition - for Wastewater Crew Leader	11,000	11,000
1 - Tractor mounted backhoe Wastewater Collection Replacement of #842 1972 International in poor condition	35,000	35,000

Departmental Budget: 1979-80

SEWER CAPITAL IMPROVEMENTS
(CONT'D.)

	<u>RECOMMENDED</u>	<u>APPROVED</u>
1 - Cushman Truckster Wastewater Plant Additional - to be used at Sewer Plant for Maintenance work where a truck is impractical to use	0	0
1 - ½ Ton Pickup Truck Wastewater Plant Replacement of #818 Poor condition	5,500	5,500
1 - Tractor Truck Sewer Plant Sludge Truck Replacement for #817 Larger unit to permit an increase by 25% of the amount of sludge handling capability	40,000	40,000
1 - Vacuum Truck Additional to be used for collection of grease from lift stations	20,000 <u>111,500</u>	20,000 <u>111,500</u>
<u>96 OTHER EQUIPMENT</u>		
Spare Pump for Forest Lake Sanitary Lift Station Due to increased flows at the station, the spare pump should be available for maintaining satisfactory service	10,000	<u>10,000</u>
TOTAL CAPITAL IMPROVEMENTS	<u>397,500</u>	<u>397,500</u>

CITY OF NAPLES
Departmental Budget 1979-80

PARKING AUTHORITY

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
Employee Services	<u>28,962</u>	<u>30,358</u>	<u> </u>	<u>32,945</u>	<u>32,945</u>
Maintenance & Operation	<u>5,346</u>	<u>7,835</u>	<u> </u>	<u>23,215</u>	<u>23,215</u>
Capital Outlay	<u>-0-</u>	<u>---</u>	<u> </u>	<u>700</u>	<u>700</u>
Debt Service	24,680	24,489		24,050	24,050
TOTAL	<u><u>58,988</u></u>	<u><u>62,682</u></u>	<u><u> </u></u>	<u><u>80,910</u></u>	<u><u>80,910</u></u>

PARKING AUTHORITY

Departmental Budget, 1979-80

	Actual Expenditures 1977-78	Annual Budget 1978-79	Department Request 1979-80	City Manager Recommends 1979-80	Council Approval 1979-80
<u>EMPLOYEE SERVICES</u>					
Employee Salaries & Wages					
10 Permanent	23,513	25,199		26,928	26,928
12 Temp. & Part Time					
13 Other					
Less Abatements					
Total Salaries & Wages	23,513	25,199		26,928	26,928
Employee Overhead					
15 Employer Payroll Expenses	5,449	5,159		6,017	6,017
Less Abatements					
TOTAL EMPLOYEE SERVICES	28,962	30,358		32,945	32,945
<u>MAINTENANCE & OPERATION</u>					
20 Advertising & Printing	1,800	1,700		1,750	1,750
21 Utilities					
22 Telephone & Telegraph		50		50	50
23 Office Supplies	106	100		100	100
24 Travel & Meetings					
25 Vehicle Expense					
26 Duplicating Charges		210		210	210
27 Auto Mileage					
28 Spec. Supplies & Serv.	900	2,100		2,310	2,310
29 Small Tools & Equipment					
30 Maintenance of Equipment	26	50		50	50
31 Building Repairs & Maint.					
32 Rent					
33 Dues & Subscriptions					
34 Professional Services					
35 School & Training Expense	500				
36 Insurance		625		625	625
38 Outside Contracts				15,000	15,000
39 Other Expense					
Postage					
40 Collector's Fee	504	1,400		1,400	1,400
41 Administration	1,510	1,600		1,720	1,720
TOTAL MAINT. & OPERATION	5,346	7,835		23,215	23,215
<u>CAPITAL OUTLAY</u>					
92 Building Improvements				700	700
93 Imprv. Other Than Bldgs.					
94 Office Equipment					
95 Mobile Equipment					
96 Other Equipment					
98 Less Abatements					
TOTAL CAPITAL OUTLAY	-0-	-0-		700	700

PARKING AUTHORITY

	<u>RECOMMENDED</u>	<u>APPROVED</u>
<u>EMPLOYEE SERVICES</u>		
<u>Employee Salaries & Wages</u>		
10 Permanent Employees		
2 Parking Checkers	18,024	18,024
1 Parking Authority Clerk	<u>8,904</u>	<u>8,904</u>
Total Employee Salaries & Wages	26,928	26,928
<u>Employee Overhead</u>		
15 Employer Payroll Expenses		
Social Security	1,650	1,650
Retirement	1,885	1,885
Health Insurance	712	712
Life Insurance	172	172
Workers' Compensation	<u>1,598</u>	<u>1,598</u>
Total Employee Overhead	6,017	6,017
TOTAL EMPLOYEE SERVICES	<u>32,945</u>	<u>32,945</u>
<u>MAINTENANCE & OPERATION</u>		
20 Advertising & Printing	1,750	1,750
Delinquent notices, parking stickers, parking tickets, stationery		
22 Telephone & Telegraph	50	50
23 Office Supplies	100	100
24 Duplicating Charges	210	210
28 Special Supplies & Services		
-Employee uniforms	330	330
-Maintenance & repair of meters	330	330
-Weed control and lot landscape maintenance	1,320	1,320
-Painting of curbs & lot striping	<u>330</u>	<u>330</u>
	2,310	2,310
30 Maintenance of Equipment	50	50
36 Insurance	625	625
Liability		
39 Other Expense	15,000	15,000
Fifth Avenue South landscape maintenance		
40 Postage	400	400
Collector's Fee	<u>1,000</u>	<u>1,000</u>
	1,400	1,400
41 Administration	1,720	1,720
TOTAL MAINTENANCE & OPERATION	<u>23,215</u>	<u>23,215</u>
<u>CAPITAL OUTLAY</u>		
93 Improvements Other Than Buildings	700	700
Landscaping median - public lot north of Fifth Avenue South		
TOTAL CAPITAL OUTLAY	<u>700</u>	<u>700</u>

PARKING AUTHORITY

<u>DEBT SERVICE</u>	<u>Actual Expended 1977-78</u>	<u>Annual Budget 1978-79</u>	<u>City Manager Recommends</u>	<u>Authority Approval 1979-80</u>
99 Principal	17,917	17,917	17,917	
100 Interest	<u>6,763</u>	<u>6,572</u>	<u>6,133</u>	
TOTAL DEBT SERVICE	24,680	24,489	24,050	

<u>DEBT SERVICE</u> <u>FISCAL YEAR 1978-79</u>	<u>Principal Due</u>	<u>Interest Due 1979-80</u>	<u>Principal Balance After 1979-80 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 - Note No. C-7801	6,667	850	26,667
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</u>	<u>5,283</u>	<u>120,825</u>
TOTALS	17,917	6,133	147,492

PARKING AUTHORITY REVENUES

<u>REVENUES</u> <u>FISCAL YEAR 1979-80</u>	<u>Actual Revenues 1977-78</u>	<u>Annual Budget 1978-79</u>	<u>City Manager Recommends 1979-80</u>
Meter Collection	31,766	32,800	33,000
Fines	13,149	13,500	21,000
Assess	29,366	33,000	33,000
Permit Fees	4,600	4,000	5,000
Interest Earned	<u>4,968</u>	<u>3,000</u>	<u>6,800</u>
SUB-TOTAL	83,849	86,300	98,800

CITY OF NAPLES

CAPITAL IMPROVEMENT PROGRAM

-1979-80-

<u>Department-Function</u>	<u>Budget Recommendation</u>
<u>ENGINEERING: Streets & Drainage</u> \$269,200	
33rd Avenue South - Beachhead	10,500
6th Street South	139,000
10th Street North at 5th Avenue North	6,000
Royal Palm Drive	32,400
13th Street North	33,300
Crayton Road at Mooring Line Drive	3,000
Beacon Lane	18,000
Crayton Road at Harbour Drive	3,000
5th Avenue North at Goodlette Road	4,000
Gulfshore Blvd. - Harbour Drive	3,000
Fleischmann Blvd. - U. S. 41	7,000
Gulfshore Blvd. - 5th Avenue South	10,000
<u>Bikeways</u> \$68,800	
Orchid Drive	8,000
10th Street - Phase I	10,900
14th Avenue North	8,000
3rd Avenue South	3,500
8th Street South	15,800
8th Avenue South	17,600
Engineering	5,000
<u>Sidewalk Improvements</u> \$40,000	
5th Avenue North	10,000
Existing Sidewalk Replacement 1979/80	30,000
<u>Equipment</u> \$31,000	
1 Small Grader	26,000
Curb Forms	5,000
<u>ENGINEERING: Traffic Control</u>	
<u>Signal Projects</u> \$29,000	
10th Street	2,000
Harbour Drive	12,000
8th Street South	5,000
Signal System on 8th Street	10,000
<u>Equipment</u> \$6,000	
Traffic Control Work Van	6,000

CAPITAL IMPROVEMENT PROGRAM
(Cont.)

<u>Department-Function</u>	<u>Budget Recommendation</u>
<u>ENGINEERING: Administration</u>	
<u>Special Projects</u> \$50,250	
4th Avenue South - Beachhead	10,000
Demonstration Project	4,000
Comprehensive Drainage Study	30,000
Beach Erosion Study	6,250
 <u>FIRE: \$35,000</u>	
Quick Response Vehicle	35,000
 <u>PARKS & RECREATION: \$176,352</u>	
Renovation of Carver Site - Recreation Center and Basketball Court	35,000
Renovation of Combination Basketball and Volleyball Complex - Fleischmann Park	6,000
Renovation of Community Center - Cambier Park	30,100
1 Pick-up Truck	5,312
1 Tractor	9,000
Sweeper Thatcher	4,000
Fencing Football Field - Fleischmann Park	8,940
Land (Park) Acquisition	50,000
Multi-Purpose Center Equipment	14,000
Restrooms - Anthony Park	14,000
 <u>POLICE: \$6,730</u>	
Station Partitions	3,000
Lateral Shelf File	3,730
 <u>PUBLIC WORKS: Maintenance Shop \$19,300</u>	
Paint and Body Building Addition	11,250
Hydraulic Hose Machine	4,600
Hydraulic Vehicle Hoist	3,450
 <u>PUBLIC WORKS: Yard \$42,000</u>	
Paving	25,000
Fencing	7,000
Monitoring Program	10,000
 <u>PUBLIC WORKS: Parkways & Services \$8,600</u>	
1 Pick-up Truck	5,900
1 Tiltster Trailer	2,700

CITY OF NAPLES

CAPITAL IMPROVEMENT PROGRAM
(Cont.)

<u>Department-Function</u>	<u>Budget Recommendation</u>
<u>PUBLIC WORKS: Sanitation</u>	
<u>Residential Equipment</u> \$60,534	
1 Rear Loading Garbage Truck	49,534
1 Truckster Scooter	5,500
1 Truckster Scooter	5,500
<u>Commercial Equipment</u> \$69,531	
1 Frontloading Garbage Truck	67,531
1 Forklift Container Carrier	2,000
<u>Trash Equipment</u> \$59,000	
Hydraulic Trash Crane	20,000
2 - Ton Truck Chassis	20,000
20 Cubic Yard Trash Trailers	19,000
<u>PUBLIC WORKS: Parkways & Services</u>	
<u>Tree Planting and Landscaping on Right of Ways</u> \$28,300	
U.S. 41 Medians	17,700
5th Avenue North	3,300
North Trail Median - Experimental Landscape Project	3,000
17th Avenue South	1,900
Public Works	2,400
<u>DEBT SERVICE:</u> 310,994	310,994
TOTAL CAPITAL IMPROVEMENTS	\$1,310,591

CAPITAL IMPROVEMENT PROGRAM
1979-80

-- FUNDING --

Utility Tax Fund	858,241
Revenue Bonds	<u>452,350</u>
	1,310,591

UTILITY SERVICE TAX

<u>CLASSIFICATION</u>	<u>ACTUAL 1976-77</u>	<u>ACTUAL 1977-78</u>	<u>ACTUAL TO 3-31-79</u>	<u>EST. 4-1-79 TO 9-30-79</u>	<u>EST. ACTUAL 1978-79</u>	<u>BUDGETED 1978-79</u>	<u>RECOMMENDED 1979-80</u>
Utility Service Tax	685,923	836,412	433,706	430,294	864,000	902,000	924,000
Interest Earned	26,746	38,423	19,593	80,407	100,000	32,000	100,000
Other Revenue	0	0	0	0	0	0	49,000
Grants	0	0	0	0	0	0	13,450
Beginning Cash	0	15,200	188,208	0	188,208	188,208	305,224
TOTALS	712,669	890,035	641,507	510,701	1,152,208	1,122,208	1,391,674

UTILITY TAX DEBT SERVICE - 1971 BOND ISSUE
FOR THE FISCAL YEAR 1979-80

<u>Due Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Paying Agent Fee</u>	<u>Principal Balance After 1979-80 Payment</u>
1/1/80	40,000	43,983	43	1,595,000
7/1/80	--	42,933	32	--
TOTALS	40,000	86,916	75	1,595,000

UTILITY TAX DEBT SERVICE - 1975 BOND ISSUE
FOR THE FISCAL YEAR 1979-80

<u>Due Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Paying Agent Fee</u>	<u>Principal Balance After 1979-80 Payment</u>
1/1/80	55,000	65,660	58	2,195,000
7/1/80	--	64,079	44	--
TOTALS	55,000	129,739	102	2,195,000

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.