Fiscal Year 2017-18 Proposed Budget

City of Naples, Florida

City of Naples

Principal Officers

Bottom row pictured left to right: City Clerk Patricia L. Rambosk, Council Member Michelle McLeod, Mayor Bill Barnett, Council Member Ellen Seigel, and Council Member Sam J. Saad III.

Top row pictured left to right: City Attorney Robert Pritt, Council Member Reg Buxton, Council Member Doug Finlay, City Manager A. William Moss and Vice-Mayor Linda Penniman.

Department Directors

Assistant City Manager	Roger Reinke
Building Director/Building Official	Craig Mole'
Community Services Director	Dana A. Souza
Finance Director	Ann Marie S. Ricardi
Fire Chief	Pete DiMaria
Human Resources Director	Denise K. Matson
Planning Director	Robin D. Singer
Police Chief	Thomas Weschler
Streets and Stormwater Director	Gregg Strakaluse
Technology Services Director	Mark Jackson/Selpan Interactive Inc.
Utilities Director	Robert Middleton

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to City of Naples, Florida for the Annual Budget beginning October 1, 2016. In order to receive this award, a government unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

CITY OF NAPLES

VISION

To preserve the city's culture, maintain an extraordinary life for the residents, strengthen the economic health of the city and to maintain & enhance the governance capacity for public service and leadership.

TABLE OF CONTENTS

INTRODUCTION

i	Letter of Transmittal
viii	Organizational Chart
ix	Organization Chart Cross Reference

BUDGET OVERVIEW

1	Changes in Fund Balance
2	Revenue Detail All Funds
5	Expenditure Detail All Funds
9	Distribution of Tax Levy
10	Budget Planning Calendar

GENERAL FUND OVERVIEW

13	General Fund Summary
14	General Fund Discussion
21	Revenue Detail
23	General Fund Revenue to Expenditures
24	Expenditures Line Item Detail – All Departments
26	General Fund All Department Position Summary
27	Mayor & City Council
33	City Attorney
37	City Clerk
43	City Manager
55	Planning
61	Finance
67	Fire-Rescue
75	Community Services
95	Police
107	Human Resources
111	Non-Departmental

SPECIAL REVENUE FUNDS

115	Building Permits Fund
123	East Naples Bay/Moorings Bay Tax District
129	Fifth Ave. S. Business Improvement District
133	Port Royal Dredging
137	Community Redevelopment Agency
153	Streets Fund
163	Baker Park

ENTERPRISE FUNDS

169	Water & Sewer Fund
193	Naples Beach Fund
207	Solid Waste Fund
221	City Dock Fund
229	Stormwater Fund
241	Tennis Fund

The City of Naples acknowledges:

City Staff for their contributions to this report.

This operating budget has been prepared and compiled by the City of Naples Finance Department.

INTERNAL SERVICE FUNDS

249 Risk Management Fund
255 Employee Benefits Fund
261 Technology Services Fund
269 Equipment Services Fund

CAPITAL & DEBT

277 Capital Improvement Narrative
281 Public Service Tax/Debt and Capital Projects Fund Summaries
286 Capital Projects All Funds
292 Operating Budget Impact
294 Community Development Block Grant
298 Debt Service Schedules

SUPPLEMENTAL INFORMATION

305 General Information
314 Financial Policy (Resolution 12-13051)
318 Fund Balance Policy (Resolution 16-13831)
323 Glossary

City of Naples

OFFICE OF THE CITY MANAGER
TELEPHONE (239) 213-1030 ● FACSIMILE (239) 213-1033
735 EIGHTH STREET SOUTH ● NAPLES, FLORIDA 34102-6796

July 28, 2017

The Honorable Mayor and City Council
735 Eighth Street South
Naples, Florida 34102

Dear Mayor and City Council:

Presented for your consideration is the proposed budget for the City of Naples for the fiscal year beginning October 1, 2017 and ending September 30, 2018 is. This budget provides the financial framework for the upcoming fiscal year and reflects the City Council's policy direction and guidance, while considering community input and recommendations of the City Manager and your professional staff.

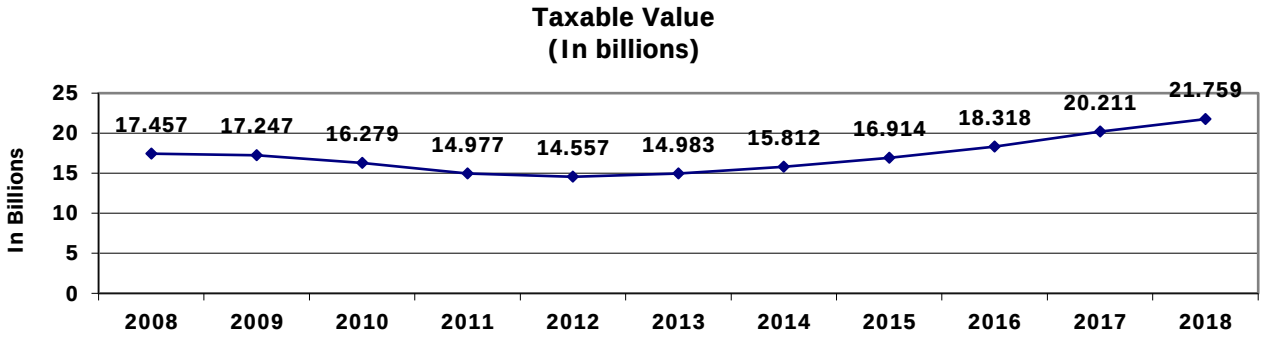
Highlights of this budget include:

- Maintaining the current millage rate of 1.1500.
- The East Naples Bay Taxing District and the Moorings Bay Taxing District remain at their current millage rates of 0.5000 and 0.0125, respectively.
- The preliminary taxable value for FY 17-18 is $21.8 billion, compared to FY 16-17 final taxable value of $20.21 billion, an increase of 7.7%.
- The gross budgeted expenditures in this document are $148.3 million, compared to the FY 16-17 adopted budget of $142 million, or $5.9 million more.
- The budget includes a 3% compensation increase for employees.
- The city's contribution for health insurance benefits are expected to remain the same.
- The budget will invest more than $43 million into the community with capital improvements in building, multi-modal transportation, parks and utility system upgrades and enhancements, as discussed and presented with the City's Capital Improvement Program.
- Water/Sewer, Solid Waste and Storm water rates will increase by the April CPI, or 2.2%.
- There is a net increase of 6.4 Full Time Equivalent (FTE) positions over current approved staffing level. (or a total of 7.4 FTE over FY 16-17 original budget)
- City pension contribution rates are at 11.84% of salaries for General employees, 46.2% for Police officers and 45.56% for Firefighters.

The preparation for this budget began in April 2017 when City Council reviewed the annual Five-Year General Fund Sustainability Report and the Five-Year Capital Improvement Program. Both offer a longer-term perspective of the annual budgets based on projected revenues and expenditures. In June, City Council tentatively agreed to maintain the current millage rate of 1.1500 for FY17-18.

Millage Rate

The City's taxable value is $21,759,390,578 compared to last year's final value of $20,211,418,549, an increase of 7.7%. Property tax revenue is calculated by multiplying the taxable value by the millage rate. The City assumes a collection rate of 95% as allowed by state law.



Although the millage rate of 1.1500 is the same millage rate as FY 16-17, it is considered a tax increase because it produces more property tax revenue to the City than was received in FY 16-17.

Property tax revenue, using the millage rate of 1.1500, is calculated as follows:

	Rate	Total Levy	95% Collections	Amount to CRA	Amount to General Fund
Millage Rate	1.1500	$25,023,299	$23,772,136	$875,736	$22,896,400

Rolled Back Rate

Rolled Back Rate (RBR) is the ad valorem tax rate that will bring to the City the same amount of tax money as last year, excluding the value of new construction. Calculation of the rolled back rate is regulated by state law for all local taxing jurisdictions. The rolled back rate for the City is 1.1107 mils, compared to the recommended millage rate of 1.1500 mils.

Staffing and Employee Issues

For FY 17-18, all union contracts will be negotiated. With negotiations not yet complete, this budget includes a 3% raise for employees as of 10/1/2017.

This budget includes 6.4 full-time-equivalent positions over the current staffing level. The budget includes the Zoning Planning Examiner which was approved by Council on April 5, 2017, for a net increase of 7.4 positions over the adopted budget.

Adjusting for the position added by the City Council in April, this budget recommends a net increase of 6.4 positions over current year approved staffing:

Full Time Equivalent	Title	Fund/Department
1.0	Code Enforcement Officer	General/City Manager's Office
1.0	Telecommunications Officer	General/Police
1.0	Fire Inspector/Education Specialist	General/Fire
-0.3	Administrative Specialist	Finance
0.5	Recreation Specialist	Community Services/Preserve (formerly a temporary position)
0.5	Recreation Specialist	Community Services/Preserve (formerly a temporary position)
2.0	Custodians (2)	General/Community Services
-0.5	Reduction of a Permit Technician to Part time	Building Fund
1.0	Custodian/Landscape Technician	Beach Fund/Community Services
0.2	Service Worker (hours correction)	Beach Fund/ Community Services

In addition to these noted above, a temporary full-time Project Manager position is recommended for and included in the Baker Park Fund, to be employed by the City, managed by the Streets and Stormwater Director, to oversee the park's construction.

Fund Balance

When preparing a budget, the goal is to have revenues equal expenditures. However, actual revenues will not equal actual expenditures in a fiscal year. Either a decrease or increase of fund balance should be expected. The fund balance increases when actual expenditures in a fiscal year fall below actual revenues.

The City's fund balance policy is primarily directed at the General Fund, and requires an unassigned Fund Balance to be between 16 and 30% of the prior year's adopted budget. In Enterprise funds, the term working capital (Current Assets minus Current Liabilities) is used to recommend how much funds should be available. Working Capital requirements are 3-6 months of regular operating expenses, plus an infrastructure replacement account.

City Council's fund balance policy as adopted by Resolution 16-13831 is followed in all budgetary funds unless otherwise noted.

General Fund

The following chart explains the components of fund balance in the City's General Fund. Unassigned fund balance is the amount that is typically tracked for management purposes, as the other components are assigned or reserved for specific functions. The large decrease from 2016 to 2017 is related to the use of fund balance to fund two projects-- the Baker Park and the Gordon River (Pedestrian) Bridge.

	Estimated 9/30/17	Actual 9/30/16	Actual 9/30/15	Actual 9/30/14	Actual 9/30/13
Total Fund Balance	12,039,013	19,938,862	18,546,695	16,068,871	14,912,211
Unassigned	**8,456,432**	**16,356,280**	**14,030,183**	**11,439,262**	**10,582,398**
Emergency	3,443,051	3,443,051	3,419,823	3,419,823	3,419,823
Nonspendable	33,940	33,940	643,305	386,986	413,592
Subsequent Year Budgeted	0	0	0	252,857	252,857

Other Funds

As provided in the City's policy, a decrease in fund balance may be a prudent option. There may be a major capital cost that is best funded with available funds, there may be a plan to reduce the fund balance to a certain level, or a fund balance may have increased in recognition of a major capital project(s) in future years. The size of the fund balance should not be too low or too high. If a fund balance is consistently too high, it may be a sign that the public agency's taxes or fees have been too high. On the other hand, if the fund balance is too low, the government risks being unprepared for emergencies or other unpredicted or desirable mid-year expenditures.

This year, three funds have fund balances that may not fall within the policy requirements. The Solid Waste fund conducted a rate study in FY 16-17, which included rate changes to improve its fund balances. The City Dock Fund consumed its reserves as part of the plan to complete the dock renovation. The renovation began in FY 16-17, causing a complete shut-down of the dock until substantial completion, which is expected in December 2017. The Equipment Services Fund, an internal services fund, temporarily fell into a negative Fund balance in FY 15-16. This was corrected for the current year (FY 16-17), and reasonable rate increases will bring this fund balance to within the desired amount by next fiscal year.

Naples' prudent use of fund balance and preservation of liquidity has ensured that debt is easily obtained when needed, that interim financing such as tax anticipation notes are not needed, that major projects, such as Baker Park, Fire Station 1 renovation and the many street improvement projects, can be accomplished, and in the event of a natural disaster or economic downturn, the City can sustain its essential services to the residents.

Issues affecting the Development of the Budget

The City of Naples has many contributors to the budget process. City Council receives input from many sources throughout the year, including boards and advisory committees, five collective bargaining units, and three pension boards. Committees and advisory boards are comprised of City residents, business owners, and professionals that voluntarily lend their expertise to enhance the governance process.

When possible, the City requests grant funding from other agencies, including Department of Environmental Protection, Collier County (for shared projects), and South Florida Water Management District. Although grants are considered during the budget process, grant funds are only budgeted if the grant has been awarded or accepted. For grants accepted during the year, budget adjustments are made when the grant is accepted.

A significant part of the budgetary process is the preparation and review of the Five-Year Capital Improvement Program (CIP). This document is prepared by June 1st of each year and subsequently reviewed and modified by City Council. The development of the Capital Improvement Program balances needed capital equipment and infrastructure repair and improvements with the annual operating budgets. The CIP includes revenue and expenditure estimates over the same five-year period to ensure that the capital program is realistic and fundable. The CIP was discussed at the April workshop.

Although the entire budget provides funds for essential services to the community, this budget includes recommendations for several new initiatives or program enhancements. These include:

- Funding for Housing Assistance Program for $50,000
- Additional waste receptacle collections at beaches
- Continued participation in the Blue Zone concept
- Implementation of the Gulfview/Rosemary Heights Sewer line extension
- Opening of the renovated City Dock
- Increased funding for employee health club memberships
- Enhanced communications through website and social media
- Development of a new Vision Plan for the City

Capital

The following changes have been made from the CIP as presented in June:

Public Service Tax	The Public Service Tax Fund CIP as presented in June was $5,513,900. For the proposed budget, the following changes were made to the Public Service Tax Capital Projects: Fleishmann Park project reduced by $123,000 (Air Conditioning project completed in FY 16-17) Parking Lot Project reduced by $148,700 **New Total $5,242,200**
Water Sewer Fund	As presented was $17,490,000 Added $1,200,000 to Sewer Improvement/Assessment Project Removed $750,000 Filter 3 Rehabilitations New Total $17,940,000
Solid Waste	Removed $25,000 for Cardboard Baler
Baker Park	Baker Park – Project increased by $2 million due to new contribution

City Goals

The City's 10-year Vision Plan was adopted on June 13, 2007. The vision contained five major goals, with several activities and elements to achieve these goals.

The five major goals of the Vision Plan include:

1. Preserve the City's distinctive character and culture
2. Make Naples the green jewel of Southwest Florida
    (a) Restore Naples Bay, protect beaches and other key waters
    (b) Promote community sustainability and environmental conservation
    (c) Establish more open and green space in the City
3. Maintain an extraordinary quality of life for residents
    (a) Maintain and improve public amenities for residents
    (b) Promote community health
    (c) Enhance mobility in the City
    (d) Maintain and enhance public safety
4. Strengthen the economic health and vitality of the City
5. Maintain and enhance governance capacity for public service and leadership

The 10-year Vision Plan expired with the 2016-17 budget, but these goals remain important to the community, so throughout this document, the vision plan continues to be addressed. The city has budgeted $150,000 in the General Fund/Non-departmental division to obtain services to develop the next 10-year Vision Plan.

Conclusion

The annual budget is considered one of the most important policies adopted by City Council each year. The budget reflects City Council's financial policies for the next year by allocating the sources of funds for City services, and authorizing expenditures for those services.

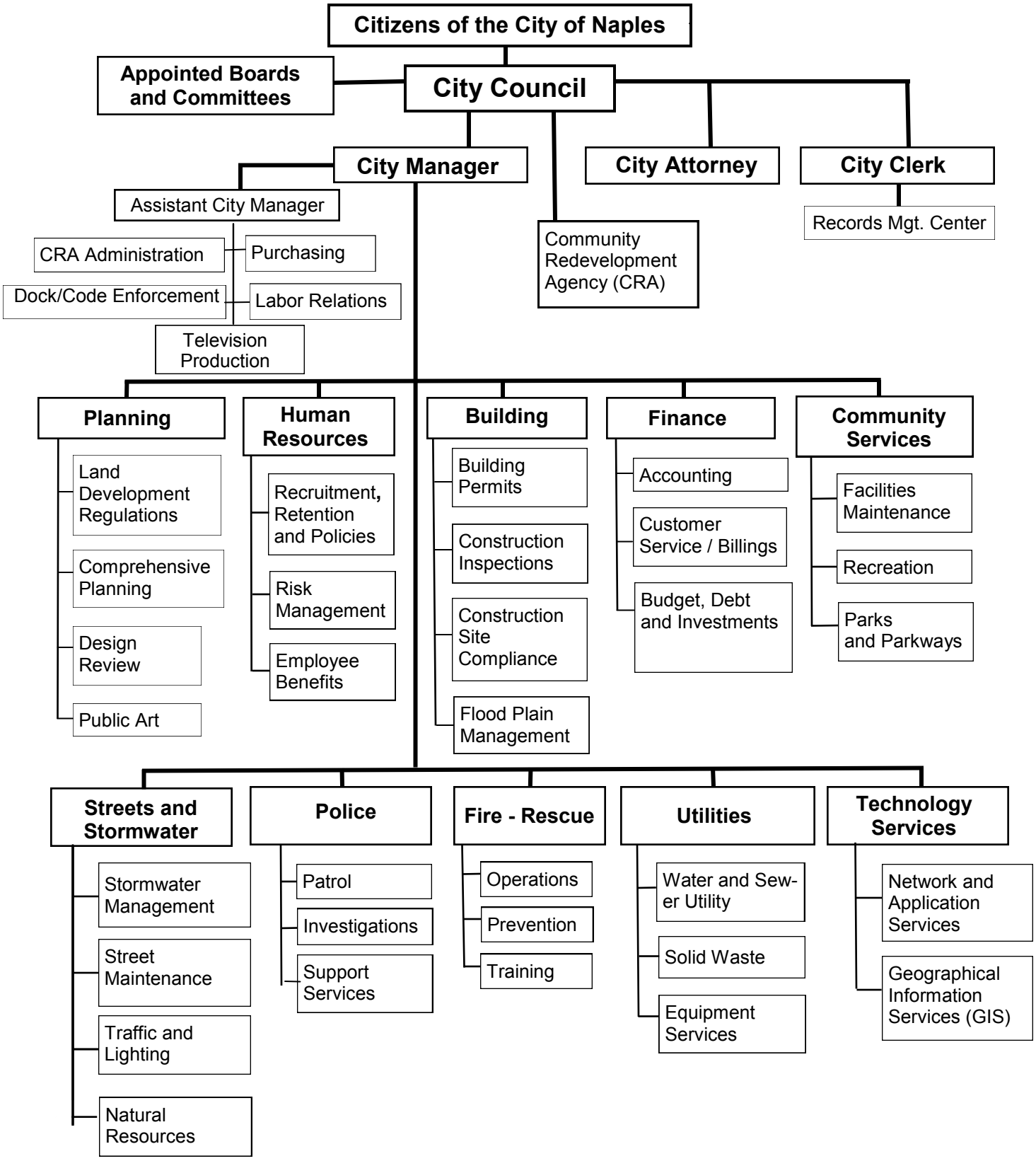
Gratitude is extended to the many people who have contributed to this document, including City Council, members of the Presidents' Council, homeowner associations, City advisory boards, residents and staff.

With City Council's continued guidance and policy development skills, the citizens of Naples should feel confident that they will continue to receive the best possible services at a reasonable cost, a continuation of the "small town" atmosphere where people can freely express their opinions and seek service support, and where they can rely on employees who value public service and seek to be responsive to their community.

Respectfully Submitted,

A. William Moss
City Manager

City of Naples
Organizational Chart



City of Naples

Operations/Accounting Structure

The prior page listed the departments of the City in the manner of a Organization Chart. The chart below identifies which accounting function (or fund) for which they are responsible. This information may assist in understanding the overall structure of the City.

	Fund Number																	
Department	1	110	138	150	151	155	180	190	420	430	450	460	470	480	500	510	520	530
City Council	☒																	
City Clerk	☒																	
City Manager	☒		☒				☒					☒						
CRA							☒											
City Attorney	☒																	
Planning	☒																	
Human Resources	☒														☒	☒		
Building Permits		☒																
Finance	☒								☒	☒								
Community Services	☒						☒			☒				☒				
Streets & Stormwater				☒	☒	☒		☒					☒					
Police	☒						☒			☒								
Fire Rescue	☒																	
Utilities									☒		☒							☒
Technology Services																	☒	

The following list represents the titles of the funds in the above chart.

1	General Fund	430	Naples Beach Fund
110	Building Permits Fund	450	Solid Waste Fund
138	Business Imp. District	460	City Dock Fund
150	East Naples Bay District	470	Storm Water Fund
151	Moorings Bay District	480	Tennis Fund
155	Port Royal Dredging	500	Risk Management
180	Community Redevelopment	510	Health Benefits
190	Streets and Traffic	520	Technology Services
420	Water and Sewer Fund	530	Equipment Services

Departmental Contact Numbers

City Council	239-213-1000	Finance	239-213-1820
City Clerk	239-213-1015	Community Services	239-213-7120
City Manager	239-213-1030	Streets & Stormwater	239-213-5000
CRA	239-213-1000	Police	239-213-4844
City Attorney	239-213-1060	Fire Rescue	239-213-4900
Planning	239-213-1050	Utilities	239-213-4745
Human Resources	239-213-1810	Technology Services	239-213-5100
Building Permits	239-213-5020		

This page was left blank intentionally

All Funds
Changes in Fund Balance
Fiscal Year 2017-18

The following spreadsheet shows the actual September 2016 fund balance and the projected fund balance for September 2017. The budgeted September 30, 2018 ending fund balance is based on budgeted revenue and expenditures. Reasons for changes can be found in the fund discussions and below. For ease of use, the term Fund Balance is used, although for Proprietary Funds, the data used is Unrestricted Net Assets.

Fund Title	Actual 9/30/2016 Fund Balance	Projected 9/30/2017 Fund Balance	FY 17-18 Proposed Budget Revenues	FY 17-18 Proposed Budget Expenditures	Change in Fund Balance	Budgeted 9/30/2018 Fund Balance
General Fund	**16,356,280**	**8,367,955**	**36,985,159**	**36,896,682**	**88,477**	**8,456,432**
Special Revenue Funds						
Building Permits (110)	5,245,871	3,457,220	3,600,200	4,782,475	(1,182,275)	**2,274,945**
Baker Park (125)	10,083,760	11,557,490	3,104,500	14,550,000	(11,445,500)	**111,990**
Community Block Grant (130)	74,852	84,852	100,000	175,000	(75,000)	**9,852**
Fifth Avenue Business (138)	5,048	5,148	510,186	510,673	(487)	**4,661**
East Naples Bay District (150)	78,164	231,674	294,752	36,000	258,752	**490,426**
Moorings Bay District (151)	1,172,040	1,182,540	34,646	24,250	10,396	**1,192,936**
Port Royal Dredging (155)	166,197	159,549	60,000	60,000	0	**159,549**
Community Redevelopment (180)	3,430,898	372,492	3,622,137	3,870,722	(248,585)	**123,907**
Streets and Traffic (190)	2,548,081	2,175,608	2,950,896	2,996,687	(45,791)	**2,129,817**
Utility Tax/ Debt Service (200)	1,422,476	1,312,709	5,221,016	5,153,955	67,061	**1,379,770**
Capital Projects Fund (340)	2,924,807	4,255,501	3,803,502	5,309,980	(1,506,478)	**2,749,023**
Total Capital, Debt and Special Revenue Funds	**27,152,194**	**24,794,783**	**23,301,835**	**37,469,742**	**(14,167,907)**	**10,626,876**
Enterprise Funds						
Water and Sewer (420)	25,938,605	20,966,518	39,874,512	43,605,978	(3,731,466)	**17,235,052**
Naples Beach Fund (430)	3,253,012	3,424,445	2,565,790	2,381,948	183,842	**3,608,287**
Solid Waste Fund (450)	427,967	304,443	6,894,460	6,950,330	(55,870)	**248,573**
City Dock Fund (460)	764,497	551,003	1,604,458	1,651,443	(46,985)	**504,018**
Storm Water Fund (470)	7,923,670	9,324,345	4,784,230	4,722,101	62,129	**9,386,474**
Tennis Fund (480)	255,158	316,325	629,450	619,727	9,723	**326,048**
Total Enterprise Funds	**38,562,909**	**34,887,079**	**56,352,900**	**59,931,527**	**(3,578,627)**	**31,308,452**
Internal Service Funds						
Risk Management (500)	3,552,630	3,549,455	3,384,500	3,445,376	(60,876)	**3,488,579**
Employee Benefits (510)	1,665,586	1,438,409	7,187,599	7,071,083	116,516	**1,554,925**
Technology Services (520)	416,565	123,050	1,423,620	1,403,219	20,401	**143,451**
Equipment Services (530)	(131,900)	86,640	2,190,171	2,146,264	43,907	**130,547**
Total Internal Service Funds	**5,502,881**	**5,197,554**	**14,185,890**	**14,065,942**	**119,948**	**5,317,502**
TOTAL	**87,574,264**	**73,247,371**	**130,825,783**	**148,363,893**	**(17,538,109)**	**55,709,262**

FISCAL YEAR 2017-18
BUDGET REVENUE DETAIL
ALL FUNDS - ALL DEPARTMENTS

	2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
Ad Valorem Taxes-Current	21,163,456	22,389,102	22,757,239	24,088,244	1,699,142
Local Option Fuel Tax	698,702	660,000	732,000	739,000	79,000
5th Cent County Gas Tax	527,682	525,000	553,000	559,000	34,000
Fire Insurance Premium	581,196	834,618	835,000	835,000	382
Casualty Insurance Premium	610,146	519,409	519,409	519,409	0
Payment in Lieu of Taxes	2,067,600	2,067,600	2,067,600	2,067,600	0
Public Svc Tax/Electric	3,067,245	3,100,000	2,984,000	3,100,000	0
Public Service Tax/ Propane	109,951	130,000	135,000	140,000	10,000
Public Service Tax/Gas	37,089	45,000	35,000	35,000	(10,000)
Local Communication Tax	2,222,698	2,065,585	2,065,585	2,002,585	(63,000)
City Business Tax	267,847	268,000	268,000	268,000	0
City Bus Tax/Changes	3,360	3,000	5,000	4,000	1,000
City Bus Tax/Insurance	836	50	890	800	750
City Bus Tax/Collier County	32,393	30,000	32,000	32,000	2,000
Total Taxes	**31,390,201**	**32,637,364**	**32,989,723**	**34,390,638**	**1,753,274**
Building Permits	3,990,660	4,245,000	3,470,000	3,626,000	(619,000)
Franchise Fees-FPL	3,352,393	3,570,000	3,350,000	3,350,000	(220,000)
Franchise Fees-Natural Gas	96,643	85,000	95,000	95,000	10,000
Franchise Fees-Trolley	2,000	2,000	2,000	2,000	0
Impact Fees	200,000	200,000	200,000	200,000	0
Special Assessments/Other	53,844	0	18,237	0	0
Special Assessment Port Royal	96,145	136,000	63,000	60,000	(76,000)
Spec Assess/Bus Impr Distrct	400,982	460,000	471,000	510,186	50,186
Permits/Special	19,572	18,000	23,000	19,000	1,000
Permits/Temp Use Permit	1,853	0	1,620	1,500	1,500
Permits/Outdoor	220	9,600	7,260	7,260	(2,340)
Permits/Coastal Construction	1,624	0	1,820	1,000	1,000
Permits/Landscape	5,525	6,200	5,000	5,000	(1,200)
Planning Fees/Zoning Fee	49,725	55,000	40,000	40,000	(15,000)
Total Licenses and Fees	**8,271,185**	**8,786,800**	**7,747,937**	**7,916,946**	**(869,854)**
Grants	191,498	195,000	552,840	313,896	118,896
State Revenue Sharing	868,881	875,000	884,000	855,000	(20,000)
Mobile Home Licenses	5,492	3,700	5,500	5,500	1,800
Alcohol Beverage Licenses	62,121	66,000	60,000	60,000	(6,000)
General Use Sales Tax	2,443,233	2,424,000	2,424,000	2,461,500	37,500
Firefighters Education	18,590	15,500	17,000	17,000	1,500
Fuel Tax Refund	41,925	33,500	33,500	33,500	0
Collier County	3,090,894	3,336,525	3,336,531	3,714,401	377,876
Collier County/CDBG	0	166,930	166,930	100,000	(66,930)
TDC Beach Maintenance	760,922	161,000	261,000	361,000	200,000
Other Grants	869,460	250,000	250,000	0	(250,000)
Total Intergovernmental Revenue	**8,353,017**	**7,527,155**	**7,991,301**	**7,921,797**	**394,642**

FISCAL YEAR 2017-18
BUDGET REVENUE DETAIL
ALL FUNDS - ALL DEPARTMENTS

	2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
City Fees/Maps, Codes & Copies	2,322	1,300	1,410	1,400	100
City Fees/Election Fee	2,923	0	0	2,500	2,500
City Fees/Planning	66,122	67,000	67,000	67,000	0
City Fees/State Certifications	3,885	8,700	0	0	(8,700)
City Fees/County Billing	36,000	36,000	36,000	36,000	0
Other Miscellaneous Service Fees	4,759	0	1,595	0	0
Internal Svc Fee/Equipment Services	2,026,929	1,558,000	1,569,180	1,474,870	(83,130)
Internal Svc Fee/Technology Svc	1,579,170	1,629,880	1,629,880	1,419,880	(210,000)
Internal Svc Fee/External Charges	61,214	78,290	78,290	127,160	48,870
Internal Service Fuel	0	642,500	633,693	586,541	(55,959)
Insurance Fees/ Internal Service	3,322,070	3,178,080	3,178,080	3,314,500	136,420
False Alarms & Fingerprinting	22,519	29,000	20,000	20,000	(9,000)
Investigation Fees	33,933	17,000	23,000	17,000	0
Police Security Services	201,715	190,000	190,000	190,000	0
911 Salary Subsidy	76,210	84,900	84,900	84,900	0
Fire Contract Services	512,698	519,000	519,000	519,000	0
EMS Space Rental	41,400	36,000	41,400	41,400	5,400
Water Sales	14,846,771	14,990,000	14,990,000	15,319,000	329,000
Hydrant Services	40,577	36,000	38,000	39,000	3,000
Tapping fees	118,239	160,000	112,000	112,000	(48,000)
Reinstall Fees	683	1,000	1,200	1,000	0
Connection Charges	199,917	180,000	135,000	135,000	(45,000)
Water Surcharge	1,164,502	1,193,900	1,272,000	1,272,000	78,100
Water Delinquent Fees	153,480	120,000	200,000	125,000	5,000
Water Miscellaneous Fees	30,653	40,000	40,000	40,000	0
Plan Review Fees	27,230	28,000	33,000	33,000	5,000
Application Fees	21,700	18,000	18,000	18,000	0
Water Inspection Fees	7,460	6,000	6,000	6,000	0
Garbage/Trash	5,516,917	5,760,000	5,770,500	6,070,000	310,000
Special Pick-up	38,051	60,000	38,050	126,050	66,050
Recycle Material	391	0	12,000	8,000	8,000
Commercial Roll Offs	568,989	550,000	570,000	585,000	35,000
Sewer Service Charges	11,816,799	12,500,000	12,228,000	12,306,230	(193,770)
Connection Charges	55,847	35,000	35,000	35,000	0
Lab Testing Fees	5,340	4,000	4,000	4,000	0
Surcharge Sewer	609,057	625,000	611,000	625,000	0
Irrigation/Reclaimed Water	1,545,565	1,296,000	1,440,000	1,471,700	175,700
Application Fees	13,400	13,000	13,000	13,000	0
Phy Env/Stormwater Fee	4,551,536	4,620,000	4,627,000	4,698,000	78,000
Lot Mowing Fees	1,640	1,500	1,800	1,500	0
Parking Facilities/Meter	1,355,108	1,180,000	1,650,000	1,750,000	570,000
Parking Facilities/Sticker Sales	51,509	48,300	48,300	56,400	8,100
Economic Env/CDBG Revenue	10,000	0	0	0	0
Facility Program/Firew	1,100	1,100	1,100	0	(1,100)
Fac Prog/Sponsorship N	5,000	5,000	5,000	5,000	0
Fleischmann Park Revenue	458,514	364,850	404,280	402,000	37,150
Skate Park Memberships	38,828	34,000	34,000	34,000	0
Norris Center Revenue	261,717	224,000	240,300	243,000	19,000
River Park Revenue	105,120	82,860	101,560	111,800	28,940
Aquatic Center Classes	47,053	40,250	41,250	45,250	5,000
Lowdermilk Park Revenue	108,674	95,000	95,000	95,000	0
Fishing Pier Revenue	90,407	73,000	94,500	94,500	21,500
Boat Dock Rent	479,779	510,000	186,516	468,000	(42,000)
Boat Dock Fuel	885,791	1,270,000	722,550	1,005,000	(265,000)
Bait Sales	42,993	40,000	29,600	34,334	(5,666)

FISCAL YEAR 2017-18
BUDGET REVENUE DETAIL
ALL FUNDS - ALL DEPARTMENTS

	2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
Misc. Dock Revenue	41,027	35,000	25,706	29,542	(5,458)
Naples Landings	69,890	50,000	56,000	60,000	10,000
Mooring Ball Rental	2,822	4,000	4,190	3,847	(153)
Cat/Boat Storage Fee	8,684	8,100	8,100	8,100	0
Non Refundable Applications	1,650	0	2,204	0	0
Tennis Courts Membership	165,455	154,500	160,000	165,500	11,000
Tennis Courts Daily Play	50,842	47,000	50,000	50,000	3,000
Tennis Courts Tournaments	66,678	59,000	59,000	59,000	0
Tennis Courts Lessons	242,406	245,000	245,000	245,000	0
Tennis Courts Ball Machine	4,688	3,600	4,000	4,000	400
Tennis Courts Retail Sales	24,792	26,000	26,000	26,000	0
Tennis Courts Restring	7,895	8,500	8,500	8,500	0
Tennis Courts Miscella	6,969	4,800	10	0	(4,800)
Tennis Courts Sponsors	21,419	20,000	28,100	20,000	0
Pensions Reimb	0	0	105,830	105,830	105,830
Total Charges for Services	**53,985,422**	**54,946,910**	**54,705,574**	**56,075,234**	**1,128,324**
County Court Fines	80,229	69,500	70,000	70,000	500
Police Training Fees	9,664	10,000	9,500	9,500	(500)
City Fines	257,186	206,500	217,960	216,600	10,100
Handicap accessibility	4,000	3,000	4,000	4,000	1,000
Late Fees	28,976	21,500	21,635	19,635	(1,865)
Code Enforcement Fines	93,950	4,500	9,200	4,600	100
Civil Ordinance Infrac	345	350	350	300	(50)
Parking Crossing Guard	14,744	15,000	15,000	15,000	
Total Fines and Penalties	**489,094**	**330,350**	**347,645**	**339,635**	**9,285**
Misc. Revenue/Interest	926,256	677,062	799,800	948,850	271,788
Special Assessment Int	34,561	-	-	-	-
Rents	36,000	36,000	54,000	54,000	18,000
Gain/Loss on Sales of Fixed Asset	-	5,000	502,812	-	(5,000)
Scrap Surplus	2,610	3,500	3,500	1,000	(2,500)
Scrap/Auction Proceeds	191,851	138,235	167,235	160,000	21,765
Confiscations	131,882	-	-	-	-
Misc. Revenue	24,913	225,000	24,900	75,000	(150,000)
Other Donation Revenues	53,510	26,000	33,000	25,000	(1,000)
Baker Park /Other Park Donations	(1,033,764)	1,085,500	385,700	2,829,500	1,744,000
Other Misc. Income	373,746	25,000	32,500	20,000	(5,000)
Health Insurance Fund Revenue	6,903,200	6,913,193	6,758,967	7,164,269	251,076
Bond Proceeds	-	-	-	7,200,000	7,200,000
Interfund Transfers	5,102,909	13,420,978	15,205,003	5,003,915	(8,417,063)
Water System Development	517,093	400,000	400,000	400,000	-
Sewer System Development	717,351	300,000	400,000	300,000	-
Total Misc Revenue and Transfers	**13,982,119**	**23,255,468**	**24,767,417**	**24,181,534**	**926,066**
Total All Fund Revenue by Type	**116,471,037**	**127,484,047**	**128,549,597**	**130,825,784**	**3,341,737**

FISCAL YEAR 2017-18
BUDGET EXPENDITURE DETAIL
ALL FUNDS - ALL DEPARTMENTS

ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL EXPENSES					
510200 REGULAR SALARIES & WAGES	26,769,741	27,697,043	27,309,850	28,135,589	438,546
510300 OTHER SALARIES	970,102	1,118,923	1,036,027	1,215,267	96,344
510320 STATE INCENTIVE PAY	97,453	96,540	96,300	100,500	3,960
510330 EDUCATION REIMBURSEMENT	34,581	39,000	46,493	50,500	11,500
510400 OVERTIME	1,033,301	1,141,459	1,131,519	1,146,003	4,544
510410 SPECIAL DUTY PAY	164,016	193,350	198,460	218,500	25,150
510420 HOLIDAY PAY	313,006	357,093	363,269	381,157	24,064
510440 NAA OVERTIME	344,646	470,400	405,390	457,450	(12,950)
525010 FICA	2,205,601	2,011,805	2,096,260	2,082,906	71,101
525030 RETIREMENT CONTRIBUTIONS	5,514,829	5,555,212	5,444,870	5,785,480	230,268
525040 LIFE/HEALTH INSURANCE	5,481,779	5,397,312	5,315,397	5,715,241	317,929
525070 EMPLOYEE ALLOWANCES	167,807	166,374	166,374	183,990	17,616
525130 EARLY RETIREMENT INCENTIVE	57,135	57,135	57,135	57,135	0
525210 PREPAID CONTRIBUTION	198,743	0	0	0	0
525220 STATE INSURANCE PREMIUM TAX	1,074,396	1,354,409	1,354,409	1,354,409	0
529000 OTHER	27,944	50,960	42,000	45,000	(5,960)
TOTAL PERSONAL EXPENSES	**44,455,082**	**45,707,015**	**45,063,753**	**46,929,127**	**1,222,112**
OPERATING EXPENSES					
530000 OPERATING EXPENDITURES	728,229	1,097,490	910,204	953,236	(144,254)
530010 CITY ADMINISTRATION	(134,000)	(134,000)	(90,000)	0	134,000
530050 COUNTY LANDFILL	1,497,211	1,722,000	1,662,500	1,730,000	8,000
530070 SMALL TOOLS	18,351	31,400	33,900	31,900	500
530150 DOG PARK	14,541	0	14,000	15,000	15,000
530200 ADMIN CHARGE - UTILITY BILLING	134,000	134,000	90,000	0	(134,000)
530210 FLEISCHMANN PARK	8,067	10,000	10,000	10,000	0
530310 TV PRODUCTION EXPENDITURE	20,769	27,700	29,500	33,700	6,000
530510 BOTTLED WATER	0	20,000	5,000	20,000	0
531000 PROFESSIONAL SERVICES	38,516	44,500	42,144	44,500	0
531005 CREDIT CARD ACCEPTANCE	375,134	111,000	387,100	387,100	276,100
531010 PROFESSIONAL SERVICES-OTHER	1,413,626	2,027,532	2,194,569	2,174,250	146,718
531020 ACCOUNTING & AUDITING	97,950	83,200	83,100	83,100	(100)
531040 OTHER CONTRACTUAL SERVICES	3,342,054	4,529,150	4,451,972	4,603,328	74,178
531060 HORTICULTURE SERVICES CONTRACT	687,553	687,564	687,564	687,564	0
531070 MEDICAL/TOBACCO SERVICES	52,334	57,050	56,850	55,750	(1,300)
531080 DENTAL PROGRAM	359,433	377,091	377,091	446,148	69,057
530130 STOP LOSS PREMIUMS	801,815	874,356	874,356	916,357	42,001
531140 LONG TERM DISABILITY	78,016	78,917	78,917	79,169	252
531150 LIFE INSURANCE	335,136	337,180	337,180	411,709	74,529
531160 VISION INSURANCE	35,541	34,953	34,953	36,330	1,377
531210 INVESTMENT ADVISORY SERVICE	0	0	59,590	61,380	61,380
531230 CULTURAL ARTS-THEATRE	20,395	35,000	35,000	35,000	0
531420 GAS TAX OVERLAY	853,639	1,150,000	1,180,000	655,000	(495,000)
531430 LAWN LANDSCAPE CERTIFICATION	10,000	15,000	15,000	15,000	0
531500 ELECTION EXPENSE	2,598	0	0	55,000	55,000
531510 DOCUMENT IMAGING	1,566	2,000	2,000	2,000	0
532010 CITY ATTORNEY	279,999	285,000	285,000	285,000	0
532040 OTHER LEGAL SERVICES	0	50,500	15,300	50,500	0
532100 LITIGATION SERVICES	108,335	170,000	150,000	165,000	(5,000)
532120 LABOR ATTORNEY	123	20,000	20,000	20,000	0
534010 UNSAFE STRUCTURE	0	10,000	0	10,000	0
538010 PAYMENT IN LIEU OF TAXES	2,067,600	2,067,600	2,067,600	2,067,600	0
540000 TRAINING & TRAVEL COSTS	178,452	250,465	230,858	303,249	52,784
541000 COMMUNICATIONS	150,153	260,926	247,703	254,225	(6,701)
541010 TELEPHONE	60,034	63,206	59,706	61,306	(1,900)
541020 TECHNOLOGY COMMUNICATIONS	65,947	73,260	73,260	71,820	(1,440)
542000 TRANSPORTATION	23,569	23,000	18,000	15,600	(7,400)
542020 POSTAGE & FREIGHT	75,301	93,700	90,700	90,700	(3,000)

FISCAL YEAR 2017-18
BUDGET EXPENDITURE DETAIL
ALL FUNDS - ALL DEPARTMENTS

	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
542100	EQUIP. SERVICES - REPAIRS	1,634,958	1,558,000	1,480,180	1,479,870	(78,130)
542110	EQUIP. SERVICES - FUEL	553,622	642,500	604,093	586,541	(55,959)
543010	ELECTRICITY	2,468,409	3,352,848	2,846,483	3,384,293	31,445
543020	WATER, SEWER, GARBAGE	877,646	863,825	896,061	904,776	40,951
544000	RENTALS & LEASES	71,704	88,977	98,327	119,881	30,904
544020	EQUIPMENT RENTAL	84,337	113,400	96,100	217,800	104,400
545010	UNEMPLOYMENT COMPENSATION	2,455	5,000	4,500	5,000	0
545020	HEATH CLAIMS PAID	3,832,937	3,275,000	3,475,000	3,415,000	140,000
545030	PRESCRIPTION CLAIMS	330,305	550,000	700,000	550,000	0
545050	HEALTHCARE REIMBURSEMENT	498,342	575,500	575,500	575,500	0
545060	EMPLOYEE FLEX PLAN	156,510	162,130	162,130	162,650	520
545090	HEALTH/FITNESS REIMBURSEMENT	20,280	19,200	19,200	36,000	16,800
545100	WORKERS COMP STATE ASSESS	15,223	18,000	15,211	18,000	0
545110	WORKERS COMPENSATION	443,044	637,858	637,858	711,213	73,355
545200	GENERAL LIABILITY	804,653	774,174	901,000	769,370	(4,804)
545210	AUTO COLLISION	159,786	383,698	345,000	382,671	(1,027)
545220	SELF INSURANCE CHARGE	3,322,070	3,178,080	3,178,080	3,314,500	136,420
545230	REIMBURSEMENTS/REFUNDS	(373,559)	(110,000)	(390,000)	(110,000)	0
545240	PROPERTY/FLOOD INSURANCE	1,183,537	1,264,369	1,264,369	1,280,246	15,877
546000	REPAIR AND MAINTENANCE	708,612	1,315,367	1,012,184	1,498,845	183,478
546020	BUILDINGS & GROUND MAINT.	187,331	320,330	279,580	276,500	(43,830)
546030	EQUIP. MAINT. CONTRACTS	6,396	13,700	15,500	14,000	300
546040	EQUIP. MAINTENANCE	486,203	617,000	607,720	625,000	8,000
546050	STORM REPAIR COSTS	0	25,000	25,000	25,000	0
546060	OTHER MAINTENANCE	754,161	90,000	106,612	173,000	83,000
546070	BUOYS AND MARKERS	0	0	0	15,000	15,000
546080	LAKE MAINTENANCE	23,298	30,000	30,000	30,000	0
546090	STREET LIGHT & POLE MAINTENANCE	9,359	40,000	25,700	42,000	2,000
546100	SUBLET REPAIR COSTS	231,154	220,000	220,000	220,000	0
546120	ROAD REPAIRS	168,737	155,000	195,000	155,000	0
546130	ROAD REPAIRS	230,242	225,000	221,400	225,000	0
546140	HYDRANT MAINTENANCE	2,323	2,400	2,395	2,400	0
546160	HARDWARE MAINTENANCE	153,355	59,816	69,192	69,823	10,007
546170	SOFTWARE MAINTENANCE	246,126	313,750	313,750	294,331	(19,419)
546190	PRINTERS	1,909	7,500	3,300	7,500	0
546340	REPAIR & MAINT LEVEL OF SERVICE	292,558	425,000	419,500	468,000	43,000
547000	PRINTING AND BINDING	53,125	75,115	63,700	72,590	(2,525)
547010	LEGAL ADS	23,718	30,750	22,800	30,750	0
547020	ADVERTISING (NON LEGAL)	21,356	19,680	18,680	22,180	2,500
547060	DUPLICATING	7,153	22,300	21,400	19,100	(3,200)
549000	OTHER CURRENT CHARGES	7,294	17,400	15,820	17,200	(200)
549020	TECHNOLOGY SERVICE CHARGE	1,579,170	1,629,880	1,629,880	1,419,880	(210,000)
549040	EMPLOYEE DEVELOPMENT	6,267	10,000	10,000	10,000	0
549050	SPECIAL EVENTS	118,730	151,250	149,250	148,250	(3,000)
549060	AWARDS	7,021	12,000	11,000	11,000	(1,000)
549070	EMPLOYEE RECOGNITION	2,825	3,500	3,500	3,500	0
549080	HAZARDOUS WASTE DISPOSAL	3,595	4,500	4,500	4,500	0
551000	OFFICE SUPPLIES	78,755	107,350	106,572	104,850	(2,500)
551020	OTHER OFFICE SUPPLIES	3,523	4,000	3,700	4,000	0
551060	RESALE SUPPLIES	67,497	79,000	44,779	82,000	3,000
552000	OPERATING SUPPLIES	777,848	897,040	894,131	922,665	25,625
552020	FUEL	1,254,939	1,769,933	1,183,307	1,552,541	(217,392)
552030	OIL & LUBE	4,867	9,500	9,000	9,500	0
552060	TIRES	32,233	100,000	90,000	90,000	(10,000)
552070	UNIFORMS	122,066	133,915	128,878	141,503	7,588
552080	SHOP SUPPLIES	33,254	9,000	9,000	9,000	0
552090	OTHER CLOTHING	24,213	26,075	26,095	29,087	3,012
552100	JANITORIAL SUPPLIES	77,426	108,300	128,041	124,800	16,500
552210	NEW INSTALLATION SUPPLIES	222,493	450,000	440,000	450,000	0
552220	REPAIR SUPPLIES	250,373	240,000	250,000	240,000	0

FISCAL YEAR 2017-18
BUDGET EXPENDITURE DETAIL
ALL FUNDS - ALL DEPARTMENTS

	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
552230	VESTS	9,217	6,000	6,000	6,000	0
552250	BUNKER GEAR	28,076	32,000	29,878	28,000	(4,000)
552260	FIRE HOSE & APPLIANCES	7,349	16,350	14,805	14,850	(1,500)
552270	SPECIALTY TEAM EQUIPMENT	23,784	25,000	25,788	25,350	350
552410	POOL - OPERATING SUPPLIES	31,673	50,000	50,000	50,000	0
552420	BAND SHELL OPERATING SUPPLIES	1,630	0	0	0	0
552510	DUMPSTERS	66,075	85,000	85,000	85,000	0
552520	MINOR OPERATING EQUIPMENT	90,358	20,000	20,000	30,000	10,000
552800	CHEMICALS	2,065,021	2,597,265	2,443,200	2,609,933	12,668
552990	INVENTORY (OVER/SHORT)	(44,134)	0	0	0	0
554000	BOOKS, PUBS, SUBS, MEMBS	1,255	2,600	2,500	2,500	(100)
554010	MEMBERSHIPS	45,930	58,214	56,420	63,804	5,590
554020	BOOKS, PUBS, SUBS.	5,833	4,815	4,252	5,893	1,078
559000	DEPRECIATION	9,402,691	0	0	0	0
	TOTAL OPERATING EXPENSES	**49,904,502**	**46,740,894**	**45,278,418**	**47,322,457**	**581,563**
	NON-OPERATING EXPENSES					
560200	BUILDINGS	1,053,677	1,378,000	2,715,300	3,395,000	2,017,000
560300	IMPROVEMENTS O/T BUILDING	13,781,621	24,844,430	29,701,385	36,337,484	11,493,054
560400	MACHINERY EQUIP	3,079,552	3,441,300	4,375,703	2,443,100	(998,200)
560700	VEHICLES	2,431,133	1,380,050	1,370,728	1,487,700	107,650
560800	COMPUTER SOFTWARE	33,455	345,000	345,000	120,200	(224,800)
570110	PRINCIPAL	1,516,000	4,448,916	4,448,916	4,851,684	402,768
570120	INTEREST	494,061	441,154	441,154	397,108	(44,046)
570200	AID FOR HOUSING	0	0	0	50,000	50,000
591000	INTERFUND TRANSFERS	5,265,981	12,840,921	14,555,081	4,530,033	(8,310,888)
599000	CONTINGENCY	0	450,000	0	500,000	50,000
	TOTAL NON-OPERATING EXPENSES	**27,655,480**	**49,569,771**	**57,953,267**	**54,112,309**	**4,542,538**
	TOTAL EXPENSES	**122,015,064**	**142,017,680**	**148,295,438**	**148,363,893**	**6,346,213**

City of Naples, Florida
Full-Time Equivalent Staffing Levels

Fund	Department	Adopted FY 14-15	Adopted FY 15-16	Adopted FY 16-17	Proposed FY 17-18	Change
General Fund						
	Mayor & Council	1.00	1.00	1.00	1.00	0.00
	City Attorney	1.00	1.00	1.00	1.00	0.00
	City Clerk	6.00	6.00	6.00	6.00	0.00
	City Manager's Office	3.70	3.70	4.70	4.70	0.00
	City Manager/Code Enforce	2.20	1.20	1.20	2.20	1.00
	Purchasing	3.00	3.00	3.00	3.00	0.00
	Human Resources	4.00	4.00	4.00	4.00	0.00
	Planning Department	3.50	3.50	5.00	6.00	1.00
	Finance Department	10.80	10.80	10.80	10.50	(0.30)
	Police Administration	5.00	5.00	5.00	5.00	0.00
	Police Patrol	71.40	71.40	71.40	71.40	0.00
	Police Support Services	22.00	22.00	22.00	23.00	1.00
	Fire Operations	63.00	63.00	65.00	66.00	1.00
	Community Serv Admin	5.00	5.00	5.00	5.00	0.00
	Community Serv Parks/Pkys	16.00	16.00	16.00	14.00	(2.00)
	Community Serv Recreation	8.50	8.50	9.50	10.50	1.00
	Facilities Maintenance	11.00	11.00	12.00	16.00	4.00
	TOTAL FUND	**237.10**	**236.10**	**242.60**	**249.30**	**6.70**
Water & Sewer Fund						
	Administration	9.00	9.00	9.00	9.00	0.00
	Utility Billing/Customer Service	7.00	7.00	7.00	7.00	0.00
	Water Plant	35.00	35.00	35.00	35.00	0.00
	Wastewater Plant	36.00	37.00	37.00	37.00	0.00
	Utilities Maintenance	16.00	16.00	16.00	16.00	0.00
	TOTAL FUND	**103.00**	**104.00**	**104.00**	**104.00**	**0.00**
Solid Waste Fund						
	Administration	3.50	4.00	4.00	4.00	0.00
	Residential Collection	11.00	11.00	11.00	11.00	0.00
	Commercial Collection	6.00	6.00	6.00	6.00	0.00
	Recycling	5.00	5.00	5.00	5.00	0.00
	TOTAL FUND	**25.50**	**26.00**	**26.00**	**26.00**	**0.00**
Stormwater Fund						
	Stormwater	8.00	8.00	8.50	8.50	0.00
	Natural Resources	3.00	3.00	2.50	2.50	0.00
	TOTAL FUND	**11.00**	**11.00**	**11.00**	**11.00**	**0.00**
Streets & Traffic Fund		5.50	5.50	5.50	5.50	0.00
Building Permits Fund		30.00	36.50	34.00	33.50	(0.50)
Community Redevelopment Agency		6.30	6.30	6.30	6.30	0.00
City Dock Fund		3.60	3.60	3.60	3.60	0.00
Tennis Fund		4.00	4.00	4.00	4.00	0.00
Naples Beach Fund		13.20	13.20	13.20	14.40	1.20
Technology Services Fund		7.00	7.00	6.00	6.00	0.00
Equipment Services Fund		8.50	8.50	8.50	8.50	0.00
Risk Management		1.00	1.00	1.00	1.00	0.00
GRAND TOTAL		**455.70**	**462.70**	**465.70**	**473.10**	**7.40**

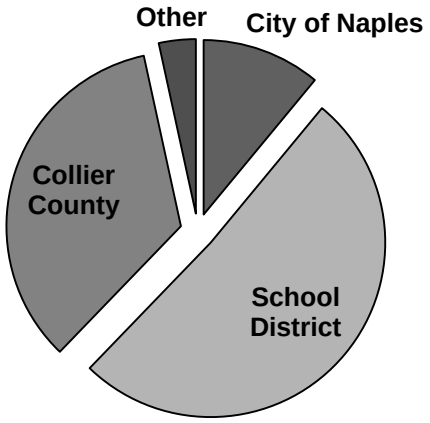
Detailed explanations of staff changes are included in each department summary and in the Letter of Transmittal.

CITY OF NAPLES
DISTRIBUTION OF TAX LEVY
FISCAL YEAR 2017-18

The following example represents the tax bill of a typical single family residence in the City:

Taxable Value	$1,250,000		
Homestead Exemption	$50,000		
Taxable Value	$1,200,000		
	Taxes	Millage Rate	Percent of Tax Bill
CITY OF NAPLES	$1,380.00	1.1500	11.00%
School District	$6,425.13	5.2450	51.21%
Collier County	$4,312.56	3.5938	34.37%
Water Management/Cypress Basin	$323.40	0.2695	2.58%
Mosquito Control	$105.36	0.0878	0.84%
TOTAL	**$12,546.45**	**$10.35**	

DIVISION OF TAX BILL, BY AGENCY



City of Naples

BUDGET PLANNING CALENDAR
For Fiscal Year 2017-18

January 09, 2017	Distribute and publish Budget Planning Calendar
January 25, 2017	Finance to distribute Capital Improvement Project forms and instructions to departments
February 17, 2017	CIP Requests due to Finance by noon
March 10, 2017	Draft Capital Improvement Project document to City Manager for review
March 27, 2017	CIP completed and to the printers
April 7, 2017	Deliver CIP document to City Council (due by June 1 per City Code 2-691)
April 17, 2017	Presentation of General Fund Sustainability Report
	Council Special Workshop on CIP
April 20, 2017	Director budget meeting (concurrent with staff meeting)
April 24, 2017	Finance to distribute Operating Budget forms and instructions to departments
May 5, 2017	Internal Service Fund Budgets with goals and performance measures, due to Finance
May 12, 2017	Special Revenue Fund Budgets (building Permits, CDBG, CRA, BID, East Naples Bay, Moorings Bay, CRA, Streets and Traffic) with goals and performance measures due to Finance
May 19, 2017	General Fund budgets with Goals and Objectives due to Finance
May 26, 2017	Water/Sewer Fund, Beach Fund, Solid Waste Fund, Dock Fund, Stormwater Fund and Tennis Fund budget requests with goals and performance measures, due to Finance
June 1, 2017	Receipt of Preliminary Taxable Value from Collier County Property Appraiser
June 7, 2017	Agenda item on Council meeting to discuss and obtain direction on maximum millage rate.
June 6, 8, 9, 2017	City Manager meets with Directors on Operating Budgets
June 30, 2017	Collier County to Certify Taxable Value (prior to or on July 1)
July 28, 2017	Deliver Preliminary Operating Budget to City Council
	Deadline to send DR 420 report to the Property Appraiser (Millage rate, rollback rate and meeting dates)

City of Naples

BUDGET PLANNING CALENDAR

August 14, 2017 ..... Budget Workshop

August 24, 2017…….... TRIM notices mailed by Collier County

September 6, 2017 ..... Tentative Budget Hearing 5:05 pm

September 15-17, 2017….. ..... Dates to advertise the Final Hearing

September 20, 2017 ..... Final Budget Hearing 5:05 pm

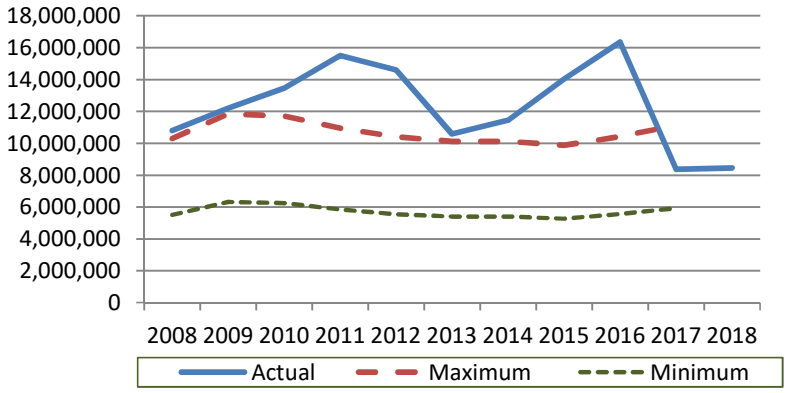
October 1, 2017 ..... Start of Fiscal Year 2017-18

This page was left blank intentionally

GENERAL FUND
FINANCIAL SUMMARY
Fiscal Year 2017-18

Beginning Unassigned Fund Balance - as of Sept. 30, 2016		**$16,356,280**
Projected Revenues FY 2016-17		36,565,013
Projected Expenditures FY 2016-17		44,553,338
Net Increase/(Decrease) in Fund Balance		**(7,988,325)**
Expected Unassigned Fund Balance as of Sept. 30, 2017		**$8,367,955**
Add Fiscal Year 2017-18 Budgeted Revenues		
Ad Valorem Tax at 1.1500 mills	22,896,400	
Other Taxes	3,956,809	
Fees and Permits	3,514,760	
Intergovernmental Revenue	4,227,500	
Charges for Services	1,927,230	
Fines & Other Revenue	462,460	36,985,159
TOTAL AVAILABLE RESOURCES:		**$45,353,114**
Less Fiscal Year 2017-18 Budgeted Expenditures		
Mayor and City Council	382,228	
City Attorney	610,461	
City Clerk	629,906	
City Manager's Office	1,270,950	
Planning Department	648,441	
Finance Department	1,116,634	
Fire Rescue Department	9,832,028	
Community Services	9,087,249	
Police Department	12,445,539	
Human Resources	571,431	
Non Departmental	3,103,675	
Contingency, Transfers, Reimbursements	(2,801,860)	36,896,682
BUDGETED CASH FLOW		**$88,477**
Projected Unassigned Fund Balance as of September 30, 2018		**$8,456,432**

Fund Balance Trend History



General Fund Discussion

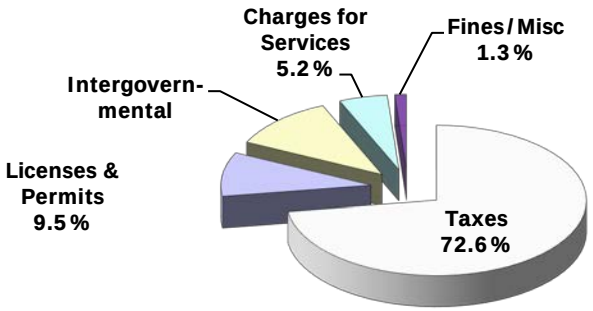
The Budget for the General Fund includes $36,977,899 in revenue and $36,896,682 for a budgeted cash flow of $88,477.

Revenues

Revenue line items in the General Fund are separated into seven basic categories, established by the State of Florida's Uniform Accounting System: Local Taxes, Licenses and Permits, Intergovernmental Revenue, Charges for Services, Fines and Forfeitures, Miscellaneous Income, and Other Sources. The revenues for the General Fund are $36,977,899 for Fiscal Year 2017-18, shown below, compared to FY16-17.

	FY 2016-17 Budget	%	FY 2017-18 Budget	%
Taxes	$25,805,614	71.9%	$26,853,209	72.6%
Licenses & Permits	3,739,600	10.4%	3,514,760	9.5%
Intergovernmental Revenue	4,202,700	11.7%	4,227,500	11.4%
Charges for Services	1,733,460	4.8%	1,927,230	5.2%
Fines & Other Sources	416,386	1.2%	462,460	1.3%
Total	**$35,897,760**		**$36,985,159**	

Where the Money Comes From

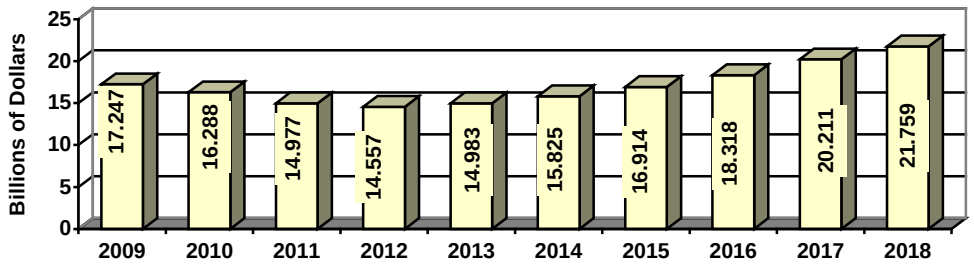


Local Taxes ($26,853,209)

Ad Valorem Taxes

The Ad Valorem Taxes are the largest single revenue source to the General Fund, budgeted at $22,896,400. The Collier County Property Appraiser is assigned the responsibility for assessing property within the City. Florida Statutes require the Appraiser to provide an estimate of property values to the City by July 1 to aid in the budgeting process. For FY 17-18 the taxable value (per Property Appraiser's report DR420) of all properties within the City is $ **21,759,390,578.**

The following chart shows the City's taxable value (in billions) for the past several years.



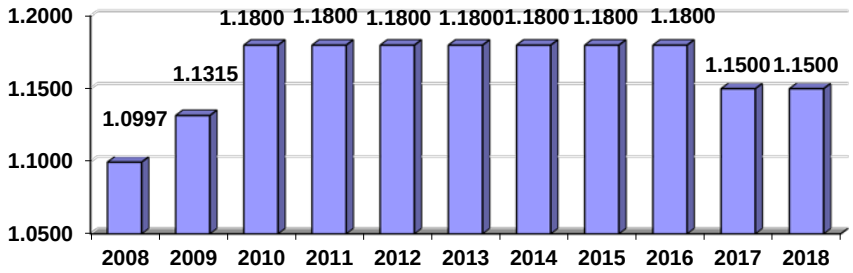
	2010	2011	2012	2013	2014	2015	2016	2017	2018
Change in value	(5.5%)	(8.0%)	(2.8%)	2.9%	5.6%	6.9%	8.2%	10.4%	7.7%

For Fiscal Year 2017-18 the proposed millage rate is 1.1500 (or $1.1500 per thousand dollars of property value), no change from FY 16-17. Based on the 1.1500 rate, the City expects to collect a maximum of $25,023,299. As allowed by Florida Statutes, the City reduces this maximum revenue by up to five percent (5%) to allow for uncollected funds and prepayment discounts. For FY 17-18, the budgeted tax revenue for Ad Valorem Taxes is $23,772,134, which includes the CRA.

In 1995, the City created a Community Redevelopment Agency (CRA), funded by Tax Increment Financing (which is described separately within the CRA fund). Based on the 1.1500 tax rate, $875,736 of the City's Ad Valorem Taxes will be assigned to the CRA fund, leaving $22,896,400 to be budgeted as ad valorem tax income for the General Fund.

The chart below shows the trend for the ad valorem tax rate for Fiscal Year 2017-18 and prior years.

Ad Valorem Tax Rate



Other Local Taxes

Naples assesses a Payment in Lieu of Taxes (PILOT) on two Enterprise Funds of the City. The PILOT is established at not less than 5% of revenues, and it is similar to franchise fees charged to the private sector utilities. For FY 16-17, both fees are charged at approximately 5.5% of revenues.

Water and Sewer	$1,722,000
Solid Waste	$345,600

The City Dock PILOT was considered but waived as in prior years because the Dock has a public/recreational component.

Insurance Premium Taxes (Fire and Police Casualty) are local taxes on property insurance that partially fund the police and fire pensions. These taxes are received by the City near the end of the fiscal year, deposited in the General Fund as revenue, and immediately paid to the Police and Fire Pension funds. The City has estimated these amounts for FY 17-18 and included both the revenue and expenditure in this budget, in the amount of $1,354,409.

The Communications Services Tax (also called the Telecommunications Tax) is based on telephone and cable television bills. The tax is collected by the telephone and cable providers, remitted to the State of Florida, and distributed to governments. The collections for FY 17-18 are projected to be $2,002,585, with the General Fund portion of this revenue being $230,000, the Capital Improvement fund portion being $947,585, and $825,000 allocated to the Streets Fund. This represents a change in allocation, with $300,000 more than last year being distributed to the Capital Projects fund and $200,000 more to the Streets fund, and the General Fund being decreased by the same amount.

Besides being at the forefront of State legislative discussion for radical changes, the Communications Services Tax has been on a decline over several years. The chart below shows the gross revenue trend to the City and Statewide, as presented by the State of Florida Office of Economic and Demographic Research: (in $ millions)

	2006	**2007**	**2008**	**2009**	**2010**	**2011**	**2012**	**2013**	**2015**	**2015**
Naples	1.7	1.7	1.7	1.9	2.1	2.3	2.8	3.0	2.4	2.1
State	516.6	519.8	532.9	576.9	528.6	495.4	485.3	474.9	437.8	421.8

This disturbing trend is a result of changes in consumers' usage patterns, such as replacing home phones with cell phones, decreasing plans to lower priced plans or options, or changing from cable to Hulu, Netflix or similar.

Business Tax Receipts are a tax on all persons for the privilege of engaging in or managing any business, profession or occupation within the corporate limits of the City. State law allows the City to increase rates by 5% every two years. The last increase was April 2008. Although the rates could be increased, this budget does not recommend an increase. The City Business Tax Receipts are projected to bring in $268,000; based on an approximately 3,900 receipts issued. The Florida State legislature has been discussing either the elimination or reduction of Business Tax Receipt revenue as well, putting its future at risk. Although not a primary revenue to the General Fund, these taxes help the city manage and track the businesses of the city.

The City expects to collect $32,000 from the County for the City's proportionate share of County Business Tax Receipts and Business Tax address changes for $4,000.

Fees and Permits ($3,514,760)

The City of Naples is budgeted to collect $3,514,760 Fees and Permits. The primary revenues in this category are Franchise Fees. The City assesses non-exclusive Franchise Fees for the Electric, Trolley, and Gas companies.

The Electric Franchise Fee is a negotiated contract with Florida Power and Light (FPL), and the fee is 5.9%. It is expected to bring in $3,350,000 of revenue to the City. In August 2001, the City entered into a 20-year agreement with TECO Gas, which includes a 6% franchise fee. The City is currently receiving approximately $7,900 per month in Gas Franchise Fees, leading to a budget forecast of $95,000.

Also included are special event permits for $19,000, outdoor dining permits for $7,260 and zoning fees for $40,000.

Intergovernmental Revenue ($4,227,500)

Intergovernmental Revenue in the General Fund is budgeted at $4,227,500 with the largest source of intergovernmental revenue being the General Use Sales Tax at $2,461,500. This sales tax revenue represents a portion of the state's 6% sales tax that is collected within the county and distributed to municipalities based on a population formula. Projections for this revenue source are provided by the State of Florida's Department of Revenue.

The Municipal Revenue Sharing program is expected to bring $650,000 to the General Fund. The Revenue Sharing Program includes a variety of taxes that are pooled and allocated based on a State-calculated formula. The formula's components include population, sales tax collections and relative ability to raise revenue. Projections for this revenue source are provided by the State of Florida's Department of Revenue, and show a decrease from prior years. The Municipal Revenue Sharing is distributed to the General Fund and the Streets fund, as required by Florida Statutes (the requirement is that a portion, for FY 17-18, 23.8%, be spent on Streets.)

Other intergovernmental revenues are:

- Mobile Home Licenses $5,500
  (In the State of Florida, mobile homes and certain trailers are considered vehicles and require licenses. The City receives a portion of that license for those registered within the City limits.)
- Firefighters Education $17,000 (State of Florida program)
- Fuel Tax Refund $33,500 (per F.S. 336.025)
- Alcohol Beverage License $60,000 (per F.S. 561.342)

In July 2008, the City and County entered into a $1,000,000 Interlocal Agreement to fund expenses that the City's recreation programs (including the beach) incur related to serving the non-City residents. For FY 2017-18 the City will place the full amount ($1,000,000) into the General Fund. The interlocal agreement will expire at the end of this year, requiring a new contract to be initiated.

The City does not typically include grants in the budget unless the grant award is known during the budget process. Including non-awarded grants may appear to be a misleading budget, and may show appropriations that are not available. To adjust for this conservative practice, the budget ordinance states that acceptance of a grant by City Council automatically amends the budget.

Charges for Services ($1,927,230)

Charges for Services reflect the revenues related to services performed, whether received from private individuals or other governmental units. The General Fund is budgeted to collect $1,927,230 in Charges for Services.

The City projects to collect $190,000 in Police Services, which is a payment to the City for special police services provided to private entities. The budget includes $519,000 for fire services, part of which comes from the Naples Airport Authority (NAA) to staff a fire station at the Naples Airport and part from fire employees providing services at special events. The interlocal agreement with the NAA was revised in November 2015, requiring the NAA to pay for the actual costs based on overtime for these services. The NAA is billed quarterly for services, which has been averaging approximately $100,000 per quarter, or 420 hours every two-week pay period.

A 911 subsidy of $84,900 will be paid by Collier County for dispatch services provided by the City's telecommunication staff to the County.

Another source of Charges for Services is the user fees for recreational programs. Most of these fees are from specialty camps, events and activities held at City facilities.

	Division Revenue	Division Costs	Percent of Expense
Fleischmann Park	$401,000	$897,357	45%
Norris Community Center (Cambier)	$243,000	$496,617	49%
River Park, Anthony Park	$111,800	$713,383	16%
River Park, Aquatic Center (Pool)	$45,250	$373,056	12%

As this shows, revenue from the various recreation and sports programs cover only a portion of the costs of running those services and sites. Because many of the City's recreation programs have a free element, such as basketball courts, or passive park areas, the funding from alternate sources such as taxes, is expected. For more information on the relationship of the costs of these programs as compared to the revenues, see the Community Services Department pages in the General Fund.

Several years ago the City entered into an Interlocal Agreement with Collier County that requires Collier County to pay $36,000 in exchange for the City including County sewer fees on City water bills, where applicable. The Interlocal Agreement, dated January 28, 2003, does not have a termination date, but does have a fee review clause; the fee will be reviewed during this fiscal year.

Fines ($201,900)

The General Fund is budgeted to receive $201,900 in fines for FY 2017-18. The primary sources of fines are traffic-type citations and other violation notices issued by the Naples Police Department. This is budgeted to be $70,000 for FY 2017-18. All non-parking ticket and violation revenues are collected by the Collier County Court system and remitted to the City.

Police Training, at $9,500 represents the funds received from a $2 fee imposed in accordance with Section 2-632 of the City of Naples Code of Ordinances. City Fines, which are non-beach related parking violations, are budgeted at $90,000, to reflect the recent historical collections trend.

The City expects to receive approximately $4,000 in Handicapped Parking fines and $4,600 in Code Enforcement violations. Two thirds of Handicapped Parking fines must be used for improvements to accessibility and are set up in a reserve account to be used by Streets or Community Services when budgeted.

Miscellaneous Income ($260,560)

The primary Miscellaneous Income for all funds is Interest Income. Interest Income is estimated by multiplying an assumed interest rate by the average amount of funds invested during the year. For FY 17-18 the assumed interest rate is 1.0%.

Other Income is budgeted at $15,000. This estimate will cover revenues that are unusual and not classified elsewhere, such as prior year reimbursements, insufficient fund fees, witness fees, or other revenues of this type.

Expenses:

The General Fund budget is $36,896,682 or $6,180,909 less than FY 16-17. The biggest change is the elimination of $7.45 million in transfers to other funds (Baker Park and Capital Projects).

Personal Services in the General Fund increased $972,495 or 3.5%. The primary reason for this increase is due to the contractual pay increase and other employee contractual obligations and the addition of seven positions, with estimated salaries as shown:

Full Time Equivalent	Title	Salaries
1	Code Enforcement Officer	$43,260
1	Zoning Planning Examiner	$46,930
1	Telecommunications Officer	$39,302
1	Fire Inspector/Education Specialist	$55,000
2	Custodians (2)	$80,964
1	Naples Preserve Part Time (2)	$41,650

The City has three Pension Plans that affect the General Fund, budgeted as the following percent of wages

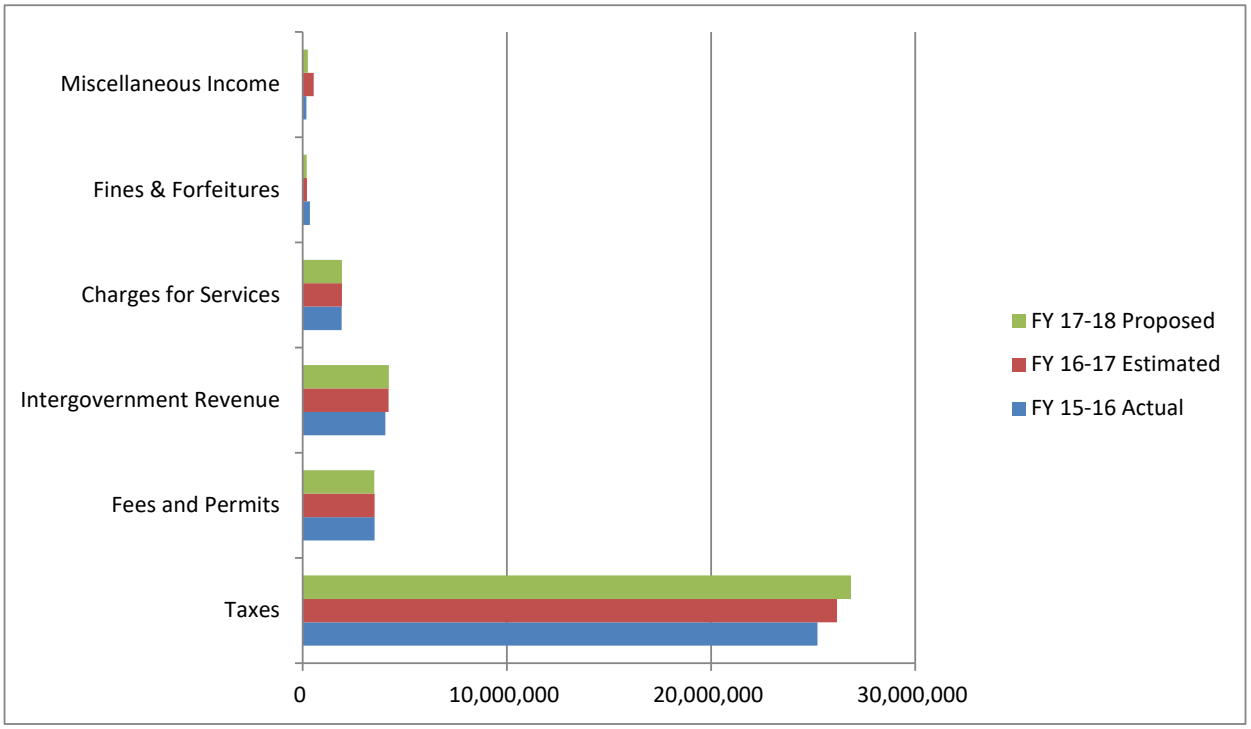
General	11.84%
Police	46.20%
Fire	45.56%

Operating Expenditures increased $103,596, or 1.5%. An explanation of costs is included in each department's budget narrative.

Summary

The General Fund revenue for FY 2017-18 is budgeted at $36,985,159 and expenditures are budgeted at $36,896,682. With the ad valorem tax at 1.1500 mills, the City will continue to enjoy one of the lowest tax rates in the State, while remaining a premier City in which to live.

City of Naples
General Fund Revenue Sources



	FY 15-16 Actual	FY 16-17 Adopted	FY 16-17 Estimated	FY 17-18 Proposed	% of General Fund Revenues
Taxes	25,209,908	25,805,614	26,170,899	26,853,209	72.61%
Fees and Permits	3,522,404	3,739,600	3,518,880	3,514,760	9.50%
Intergovernment Revenue	4,054,906	4,202,700	4,210,704	4,227,500	11.43%
Charges for Services	1,914,093	1,733,460	1,917,480	1,927,230	5.21%
Fines & Forfeitures	347,766	190,850	208,550	201,900	0.55%
Miscellaneous Income	189,036	225,536	538,500	260,560	0.70%
TOTAL	**35,238,114**	**35,897,760**	**36,565,013**	**36,985,159**	**100%**

City of Naples General Fund

Fiscal Year 2017-18 Revenue Detail

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	Change
311000	Taxes/ Ad Valorem Taxes	20,246,417	21,339,937	21,700,000	22,896,400	1,556,463
312510	Fire Insurance Premium	581,196	834,618	835,000	835,000	382
312520	Police Fire/ Casualty Ins Prem	610,146	519,409	519,409	519,409	0
313500	Fran Fees/ Pym Lieu of Taxes	2,067,600	2,067,600	2,067,600	2,067,600	0
315101	Local Communication Tax	1,400,113	743,000	743,000	230,000	(513,000)
316101	City Business Tax	267,847	268,000	268,000	268,000	0
316102	City Bus Tax/Changes & Penalty	3,360	3,000	5,000	4,000	1,000
316103	City Bus Tax/Insurance Co.	836	50	890	800	750
316104	City Bus Tax/Collier Cty Shrd	32,393	30,000	32,000	32,000	2,000
	Taxes/ Ad Valorem Taxes	**25,209,908**	**25,805,614**	**26,170,899**	**26,853,209**	**1,047,595**
323100	Franchise Fees-FPL	3,352,393	3,570,000	3,350,000	3,350,000	(220,000)
323400	Franchise Fees-Natural Gas	96,643	85,000	95,000	95,000	10,000
323900	Franchise Fees-Trolley	2,000	2,000	2,000	2,000	0
329101	Permits/Right of Way	0	0	0	0	0
329102	Permits/Special Events	19,572	18,000	23,000	19,000	1,000
329103	Permits/ Temp Use Permit	1,853	0	1,620	1,500	1,500
329104	Permits/Outdoor Dining	220	9,600	7,260	7,260	(2,340)
329201	Planning Fees/Zoning Fees	49,725	55,000	40,000	40,000	(15,000)
	Fees and Permits	**3,522,404**	**3,739,600**	**3,518,880**	**3,514,760**	**(224,840)**
334500	Grants/State/ Other	0	0	10,704	0	0
335120	State Revenue Sharing	691,478	660,000	660,000	650,000	(10,000)
335140	Mobile Home Licenses	5,492	3,700	5,500	5,500	1,800
335150	Alcohol Beverage Licenses	62,121	66,000	60,000	60,000	(6,000)
335160	General Use Sales Tax	2,443,233	2,424,000	2,424,000	2,461,500	37,500
335210	Firefighters Education	18,590	15,500	17,000	17,000	1,500
335401	Fuel Tax Refund	41,925	33,500	33,500	33,500	0
337100	Collier Cty Interlocal	792,067	1,000,000	1,000,000	1,000,000	0
	Intergovernmental	**4,054,906**	**4,202,700**	**4,210,704**	**4,227,500**	**24,800**
341102	City Fees/Xerox Copies	1,603	1,000	1,060	1,050	50
341103	City Fees/Election Fees	2,923	0	0	2,500	2,500
341105	City Fees/Planning Dept Fees	66,122	67,000	67,000	67,000	0
341109	City Fees/County Billing Serv	36,000	36,000	36,000	36,000	0
342101	False Alarm Fingerprinting Rep	22,519	29,000	20,000	20,000	(9,000)
342102	Investigation Fees	33,933	17,000	23,000	17,000	0
342103	Police Security Services	201,715	190,000	190,000	190,000	0
342105	911 Salary Subsidy	76,210	84,900	84,900	84,900	0
342201	Fire Contract Services	512,698	519,000	519,000	519,000	0
342203	EMS Space Rental	41,400	36,000	41,400	41,400	5,400
343901	Lot Mowing Fees	1,640	1,500	1,800	1,500	0
347101	Facility Program/firework etc	1,100	1,100	1,100	0	(1,100)
347111	Fac Prog/Sponsorship Naming Rt	5,000	5,000	5,000	5,000	0
347204	Parks & Rec Use Agreements	360	0	0	0	0
347211	Fleischmann Park Classes	39,571	28,000	43,000	39,000	11,000
347212	Fleischmann Park Camp Fees	277,091	215,000	240,000	240,000	25,000
347213	Fleischmann Park Field Trips	0	0	260	0	0
347214	Fleischmann Park Space Rentals	70,891	65,000	65,000	65,000	0
347215	Fleischmann Park Other Fees	20,169	14,000	14,000	14,000	0

City of Naples General Fund

Fiscal Year 2017-18 Revenue Detail

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	Change
347216	Fleischmann Park Spec Events	885	850	20	1,000	150
347217	Fleischmann Park League Fees	49,546	42,000	42,000	42,000	0
347221	Skate Park Memberships	38,828	34,000	34,000	34,000	0
347231	Norris Center Classes	12,813	12,000	14,000	13,000	1,000
347232	Norris Center Camp Fees	78,990	50,000	70,000	80,000	30,000
347234	Norris Center Space Rental	140,636	120,000	129,500	120,000	0
347235	Norris Center Other Fees	2,155	2,000	2,000	2,000	0
347236	Norris Center Theatre Tickets	27,123	40,000	24,800	28,000	(12,000)
347241	River Park Classes	90	60	670	30,000	29,940
347242	River Park Camp Fees	67,543	55,000	65,000	65,000	10,000
347244	River Park Space Rentals	29,206	21,000	27,100	10,000	(11,000)
347245	River Park Other Fees	1,912	1,800	1,800	1,800	0
347246	River Park Special Events	10	0	0	0	0
347247	River Park Fitness Room	6,360	5,000	6,990	5,000	0
	Preserve Field Trips	0	0	0	1,000	1,000
347291	Aquatic Center Class Swim Fee	22,793	22,000	22,000	25,000	3,000
347292	Aquatic Center Camp Fees	7,663	3,000	3,000	3,000	0
347294	Aquatic Center Space Rentals	16,575	15,000	16,000	16,000	1,000
347295	Aquatic Center Other Fees	22	250	250	1,250	1,000
348365	Spc Rev Rd Pensions Reimb	0	0	105,830	105,830	**105,830**
	Charges for Services	**1,914,093**	**1,733,460**	**1,917,480**	**1,927,230**	**193,770**
351101	County Court Fines	80,229	69,500	70,000	70,000	500
351103	County Fines- Police Training Fee	9,664	10,000	9,500	9,500	(500)
351201	City Fines	129,406	80,000	91,000	90,000	10,000
351202	Handicap accessibility	4,000	3,000	4,000	4,000	1,000
351203	Late Fees	15,428	8,500	9,500	8,500	0
351204	Code Enforcement Fines	93,950	4,500	9,200	4,600	100
351206	Civil Ordinance Infraction	345	350	350	300	(50)
351207	Parking Crossing Guard Fee	14,744	15,000	15,000	15,000	0
	Fines	**347,766**	**190,850**	**208,550**	**201,900**	**11,050**
361000	Misc. Revenue/Interest Earning	199,444	188,536	245,000	244,560	56,024
365000	Scrap Surplus	764	2,000	2,000	1,000	(1,000)
365100	Scrap/Auction Proceeds	0	1,000	250,000	0	(1,000)
369300	Other Misc. Income	(11,173)	20,000	27,500	15,000	(5,000)
381180	Transfers From Redevelopment	0	0	0	0	0
381350	Transfer From/Loan to	0	14,000	14,000	0	(14,000)
389100	Beginning Cash Balance	0	0	0	0	0
	Miscellaneous Income	**189,036**	**225,536**	**538,500**	**260,560**	**35,024**
Total General Fund Revenue		**35,238,114**	**35,897,760**	**36,565,013**	**36,985,159**	**1,087,399**

City of Naples, Florida
General Fund Budget Comparison
Fiscal Year 2017-18

	2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	Change
Revenue					
Local Taxes	25,209,908	25,805,614	26,170,899	26,853,209	1,047,595
Fees and Permits	3,522,404	3,739,600	3,518,880	3,514,760	(224,840)
Intergovernmental	4,054,906	4,202,700	4,210,704	4,227,500	24,800
Charges for Service	1,914,093	1,733,460	1,917,480	1,927,230	193,770
Fines	347,766	190,850	208,550	201,900	11,050
Miscellaneous Income	189,036	225,536	538,500	260,560	35,024
TOTAL REVENUE	**35,238,114**	**35,897,760**	**36,565,013**	**36,985,159**	**1,087,399**
Expenditures					
Mayor and City Council	369,881	376,843	373,457	382,228	5,385
City Attorney	488,891	611,907	567,120	610,461	(1,446)
City Clerk	594,071	618,683	612,650	629,906	11,223
City Manager's Office	1,011,569	1,161,721	1,123,339	1,270,950	109,229
Planning	376,346	558,712	560,628	648,441	89,729
Finance Department	1,031,157	1,099,857	1,059,548	1,116,634	16,777
Fire Rescue	9,320,603	9,554,667	9,545,818	9,832,028	277,361
Community Services	7,390,753	8,806,154	8,750,133	9,087,249	281,095
Police Services	12,135,140	12,008,983	12,307,396	12,445,539	436,556
Human Resources	532,166	561,714	560,214	571,431	9,717
Non-departmental	2,891,487	2,895,110	2,905,635	3,103,675	208,565
Contingency	350,000	350,000	0	500,000	150,000
Transfers	(2,351,970)	4,473,240	6,187,400	(3,301,860)	(7,775,100)
TOTAL EXPENDITURES	**34,140,094**	**43,077,591**	**44,553,338**	**36,896,682**	**(6,180,909)**
Change in Financial Position	**1,098,019**	**(7,179,831)**	**(7,988,325)**	**88,477**	

FISCAL YEAR 2017-18
BUDGET DETAIL
GENERAL FUND - ALL DEPARTMENTS

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	15,269,195	15,849,598	15,890,442	16,269,627	420,029
510300	OTHER SALARIES	757,678	831,173	797,657	794,979	(36,194)
510320	STATE INCENTIVE PAY	94,649	94,140	92,820	97,020	2,880
510330	EDUCATION REIMBURSEMENT	34,581	36,000	46,493	47,500	11,500
510400	OVERTIME	598,717	662,959	657,919	665,153	2,194
510410	SPECIAL DUTY PAY	164,016	193,350	198,460	218,500	25,150
510420	HOLIDAY PAY	313,006	349,617	360,767	378,157	28,540
510440	NAA OVERTIME	344,646	470,400	405,390	457,450	(12,950)
525010	FICA	1,313,489	1,150,913	1,238,708	1,215,252	64,339
525030	RETIREMENT CONTRIBUTIONS	3,851,634	3,861,722	3,906,865	4,181,314	319,592
525040	LIFE/HEALTH INSURANCE	2,894,712	3,045,827	3,019,396	3,186,386	140,559
525070	EMPLOYEE ALLOWANCES	126,463	123,574	123,574	135,430	11,856
525130	EARLY RETIREMENT INCENTIVE	57,135	57,135	57,135	57,135	0
525140	PREPAID CONTRIBUTION	198,743	0	0	0	0
525220	STATE INSURANCE PREMIUM	1,074,396	1,354,409	1,354,409	1,354,409	0
529000	GENERAL & MERIT	27,944	50,000	42,000	45,000	(5,000)
	TOTAL PERSONAL EXPENSES	**$27,121,005**	**28,130,817**	**$28,192,035**	**29,103,312**	**$972,495**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	609,532	752,450	690,726	693,513	(58,937)
530010	CITY ADMIN REIMBURSEMENT	(3,179,420)	(3,024,260)	(3,024,260)	(3,349,360)	(325,100)
530015	DOG PARK EXPENSES	14,541	0	14,000	15,000	15,000
530020	FIELD TRIPS	8,067	10,000	10,000	10,000	0
530210	FLEISCHMANN PARK	0	0	0	0	0
530310	TV PRODUCTION	0	27,700	29,500	33,700	6,000
531010	PROFESSIONAL SERVICES-OTHER	408,355	403,692	496,136	570,392	166,700
531020	ACCOUNTING & AUDITING	97,950	83,200	83,100	83,100	(100)
531040	OTHER CONTRACTUAL SVCS	1,734,048	2,413,109	2,472,738	2,615,540	202,431
531070	MEDICAL SERVICES	27,273	34,500	34,500	34,500	0
531220	INVESTMENT ADVISORY FEES	0	0	22,190	22,860	22,860
531410	CULTURAL ARTS - THEATRE	20,395	35,000	35,000	35,000	0
531500	ELECTION EXPENSE	2,598	0	0	55,000	55,000
531510	DOCUMENT IMAGING	1,566	2,000	2,000	2,000	0
532010	CITY ATTORNEY	279,999	285,000	285,000	285,000	0
532040	OTHER LEGAL SERVICES	0	35,500	15,300	35,500	0
532100	LITIGATION COUNSEL	108,335	160,000	150,000	160,000	0
532120	LABOR ATTORNEY	123	20,000	20,000	20,000	0
534040	CHARGE FOR FIRE INSPECTORS	0	(259,200)	(259,200)	(266,976)	(7,776)
540000	TRAINING & TRAVEL COSTS	134,501	173,765	161,965	215,710	41,945
541000	COMMUNICATIONS	94,755	161,294	157,109	149,206	(12,088)
542000	TRANSPORTATION	23,569	23,000	18,000	15,600	(7,400)
542010	POSTAGE & FREIGHT	34,235	48,000	45,000	45,000	(3,000)
542100	EQUIP. SERVICES - REPAIRS	677,483	620,500	616,180	578,900	(41,600)
542110	EQUIP. SERVICES - FUEL	213,438	221,300	214,493	212,008	(9,292)
543010	ELECTRICITY	361,777	468,238	453,783	482,840	14,602
543020	WATER, SEWER, GARBAGE	501,499	486,935	496,481	509,476	22,541
544000	RENTALS & LEASES	28,314	36,977	31,602	48,881	11,904
544020	EQUIPMENT RENTAL	6,176	11,000	7,900	12,500	1,500
545220	SELF INSURANCE CHARGE	1,658,680	1,553,140	1,553,140	1,592,610	39,470
546000	REPAIR AND MAINTENANCE	73,437	103,435	86,603	104,055	620
546020	BUILDINGS & GROUND MAINT.	15,604	18,650	16,580	15,900	(2,750)
546050	HYDRANT MAINTENANCE	2,323	2,400	2,395	2,400	0
546340	REPAIR AND MAINT LEVEL OF SERV	292,558	425,000	419,500	452,000	27,000
546150	PRINTING AND BINDING	28,125	38,115	30,200	35,590	(2,525)

FISCAL YEAR 2017-18
BUDGET DETAIL
GENERAL FUND - ALL DEPARTMENTS

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
547000	LEGAL ADS	23,718	30,750	22,800	30,750	0
547010	ADVERTISING (NON LEGAL)	19,983	17,180	17,180	19,680	2,500
547020	DUPLICATING	4,172	11,300	10,400	8,100	(3,200)
547060	OTHER CURRENT CHARGES	5,964	13,000	13,000	13,000	0
549020	TECHNOLOGY SERVICE CHARGE	938,184	1,020,290	1,020,290	934,200	(86,090)
549040	EMPLOYEE DEVELOPMENT	6,267	10,000	10,000	10,000	0
549050	SPECIAL EVENTS	42,137	53,000	53,000	53,000	0
549060	AWARDS	7,021	12,000	11,000	11,000	(1,000)
549070	EMPLOYEE RECOGNITION	2,825	3,500	3,500	3,500	0
551000	OFFICE SUPPLIES	61,631	77,700	73,472	71,200	(6,500)
552000	OPERATING SUPPLIES	152,255	153,195	180,031	157,695	4,500
552020	FUEL	2,990	9,800	15,000	39,800	30,000
552070	UNIFORMS/OTHER CLOTHING	72,757	79,540	75,103	85,103	5,563
552100	JANITORIAL SUPPLIES	45,027	64,300	65,041	64,800	500
552220	VESTS	9,217	6,000	6,000	6,000	0
552230	BUNKER GEAR	28,076	32,000	29,878	28,000	(4,000)
552250	FIRE HOSE & APPLIANCES	7,349	16,350	14,805	14,850	(1,500)
552260	SPECIALTY TEAM EQUIPMENT	23,784	25,000	25,788	25,350	350
552410	POOL - OPERATING SUPPLIES	31,673	50,000	50,000	50,000	0
552420	BAND SHELL OPERATING SUPPLIES	1,630	0	0	0	0
554010	MEMBERSHIPS/BOOKS	31,281	40,429	38,152	45,897	5,468
	TOTAL OPERATING EXPENSES	**$5,797,776**	**7,095,774**	**$7,122,101**	**$7,199,370**	**$103,596**
	NON-OPERATING EXPENSES					
570100	INTEREST EXPENSE/DOCK	0	0	0	32,500	32,500
560700	VEHICLES	17,999	0	0	0	0
560400	MACHINERY EQUIP	40,403	3,500	27,542	14,000	10,500
591250	TRANSFER TO BAKER PARK	0	5,500,000	7,214,160	0	(5,500,000)
591390	TRANSFER TO STREETS	450,000	0	0	0	0
591340	TRANSFER TO CAPITAL PROJECTS	329,950	1,950,000	1,950,000	0	(1,950,000)
591480	TRANSFER TO TENNIS FUND	47,500	47,500	47,500	47,500	0
599010	OPERATING CONTINGENCY	0	350,000	0	500,000	150,000
	TOTAL NON-OPERATING	**$885,851**	**$7,851,000**	**$9,239,202**	**$594,000**	**($7,257,000)**
	TOTAL EXPENSES	**$33,804,632**	**$43,077,591**	**$44,553,338**	**$36,896,682**	**($6,180,909)**

FISCAL YEAR 2017-18
Full Time Equivalent Positions
GENERAL FUND - ALL DEPARTMENTS

	Adopted 14-15	Adopted 15-16	Adopted 16-17	Proposed 17-18	Change
Mayor & Council	1.0	1.0	1.0	1.0	-
City Attorney	1.0	1.0	1.0	1.0	-
City Clerk	6.0	6.0	6.0	6.0	-
City Manager's Office	3.7	3.7	4.7	4.7	-
City Manager/Code Enforce	2.2	1.2	1.2	2.2	1.0
Purchasing	3.0	3.0	3.0	3.0	-
Human Resources	4.0	4.0	4.0	4.0	-
Planning Department	3.5	3.5	5.0	6.0	1.0
Finance Department	10.8	10.8	10.8	10.8	-
Fire Operations	63.0	63.0	65.0	66.0	1.0
Community Serv Admin	5.0	5.0	5.0	5.0	-
Community Serv Parks/Pkys	16.0	16.0	16.0	14.0	(2.0)
Community Serv Recreation	8.5	8.5	9.5	10.5	1.0
Facilities Maintenance	11.0	11.0	12.0	16.0	4.0
Police Administration	5.0	5.0	5.0	5.0	-
Police Patrol	71.4	71.4	71.4	71.4	-
Police Support Services	22.0	22.0	22.0	23.0	1.0
TOTAL GENERAL FUND	**237.1**	**236.1**	**242.6**	**249.6**	7.0

Position changes are discussed in each department's narrative.

Changes

Code Enforcement - Increase of one Code Enforcement officer
Planning Department - Increased one position at mid year 2016-17
Fire Operations - Increase of one Fire Inspector
Community Services Recreation - Modify 2 temporary part-time to 2 regular part-time.
Parks and Parkways- Rearranging positions to Facilities
Facilities Maintenance - Increase of 2 custodians, one funded by the Water Sewer dept
Police - Increase of one Telecommunications Officer

General Fund

Mayor and City Council

Mission Statement:
The mission of the Mayor and City Council is to preserve the City's distinctive character and culture through legislative action that restores Naples Bay, protects beaches and other waterways, promotes community sustainability and environmental conservation, establishes more green space, supports public amenities, enhances mobility and public safety and strengthens the health and vitality of the City.

Department Description
The Office of the Mayor and City Council is the legislative body representing the City of Naples. Naples is governed by a "council-manager" form of government. The City Council consists of a Mayor and six Council Members, each receiving a salary and limited benefits. All the powers of the City are vested in the City Council and their actions are governed by the City Charter, City Code of Ordinances and the General Laws of the State of Florida.

2016-17 Department Accomplishments

- Approved a balanced budget.
- Continued support for the Blue Zones Project
- Approved the construction of the Central Avenue Improvement project, which addressed roads, sidewalks, storm drainage and underground utilities
- Enhanced community outreach:
    - Responded to media and public inquires about City government community resources.
    - Enhanced public awareness of City programs through the public information officer role, posting web content and photos, TV, weekly radio shows and news releases.
    - Researched and discussed roundabouts and alternatives to assist in road safety.
- Supported:
    - Pelican safety by continuing the Pelican Patrol program at the Pier.
    - City sponsored and community events
    - The construction of Baker Park by providing General Fund transfers
    - The completion of the Gordon River Bridge by appropriating additional General Fund money

2017-18 Departmental Goals and Objectives

As part of Vision Goal 1 – Preserve the Town's distinctive character and culture.

- Maintain beach protection efforts.
- Maintain the high aesthetic standards of the community.
- Adopt policies, ordinances, and resolutions that preserve and enhance the community's character.

Mayor and City Council (continued)

As part of Vision Goal 2 – Make Naples the green jewel of Southwest Florida.

- Continue planned open space, park and recreation facilities and program enhancements and improvements to include completion of Baker Park and appropriate implementation of the Parks Master Plan.
- Maintain the diverse cultural, socio-economic, economic and lifestyle aspects of small town life.
- Provide recreational experiences that are enjoyable, safe and of a high quality.
- Adopt measures that preserve, protect, and rehabilitate the City's natural resources.

As part of Vision Goal 3 – Maintain an extraordinary quality of life for residents.

- Support the City's pathway system by providing connections to schools, greenways and sidewalk interconnections.
- Enhance the quality of the residential experience of Naples by promoting safety, ambiance, beauty and quietness of life.
- Promote public participation in City governance and decision-making processes so that government is more responsive to local needs and requests.
- Inform citizens about their community and provide an opportunity to participate in the planning and decision-making process of local government.
- Support proclamations that promote community pride.

As part of Vision Goal 4 – Strengthen the economic health and vitality of the City.

- Promote and participate in the Blue Zones Project.
- Develop commercial parking options to reduce parking impacts in adjacent residential neighborhoods while supporting commercial businesses.
- Support the designation of landmarks and districts throughout the City.
- Support the cultural and economic benefits of tourism through the Fifth Avenue South Business Improvement District, Tourist Development Council, Visitor Information Center, Greater Naples Chamber of Commerce, neighborhood groups, and nonprofit organizations.
- Strengthen economic development through public-private partnerships.

As part of Vision Goal 5 – Maintain and enhance governance capacity for public service and leadership.

- Invest in capital improvement projects that enhance the mobility of people, goods and services.
- Protect and serve the community by providing superior police and emergency services.
- Promote community awareness of City resources and services through the public information officer, community outreach, speaking engagements, a community television channel, a user-friendly website, a social media presence, brochures, maps, and other public engagement tools.
- Coordinate with Collier County Government, and other governmental agencies and departments on projects and initiatives that affect the City.

General Fund

Mayor and City Council (continued)

2017-18 Significant Budgetary Issues

The 2017-18 budget for the Mayor and City Council's Office is $382,228 which is $5,385 more than the budget adopted for Fiscal Year 2016-17.

This office has eight (8) positions budgeted, consisting of seven (elected) members of the Council and one (non-elected) Executive Assistant position. The increase in salaries is due to the annual raise for the Executive Assistant's position.

The budget for Operating Expenses is $21,500, a decrease of $200 from FY 16-17. This decrease is due to the reduction in communications expense. Major expenditures budgeted for this office includes $9,800 for City Council Members' training and travel-related costs (for attending such sessions as the Florida League of Cities Annual Conference or the Legislative Action Day) and $5,200 for office supplies.

There are no other significant costs in this budget.

FUND: 001 GENERAL FUND

MAYOR AND CITY COUNCIL
FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE	FY 2018 Proposed
			ADMINISTRATION	
1	1	1	Mayor (elected)	$30,000
6	6	6	Council Members (elected)	141,000
1	1	1	Executive Assistant	53,271
8	**8**	**8**		**224,271**
			Regular Salaries	**224,271**
			Employer Payroll Expenses	**136,457**
			Total Personal Services	**$360,728**

FISCAL YEAR 2017-18
MAYOR & CITY COUNCIL
DEPARTMENT SUMMARY

001.0101.511	2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES					
510200 REGULAR SALARIES & WAGES	226,139	222,719	223,133	224,271	1,552
510300 EDUCATIONAL REIMBURSEMENT	1,740	0	0	0	0
525010 FICA	17,291	15,571	15,571	17,095	1,524
525030 RETIREMENT CONTRIBUTIONS	6,558	6,682	6,682	6,308	(374)
525040 LIFE/HEALTH INSURANCE	80,195	90,971	90,971	93,854	2,883
525070 EMPLOYEE ALLOWANCE	20,000	19,200	19,200	19,200	0
TOTAL PERSONAL EXPENSES	**$351,923**	**$355,143**	**$355,557**	**$360,728**	**$5,585**
OPERATING EXPENSES					
530000 OPERATING EXPENDITURES	1,415	3,000	3,000	3,000	0
Lunches/meals for council, proclamation folders, special activity items					
540000 TRAINING & TRAVEL COSTS	7,518	9,800	7,800	9,800	0
541000 COMMUNICATIONS	573	3,000	1,500	2,800	(200)
551000 OFFICE SUPPLIES	4,495	1,200	1,200	1,200	0
551020 OTHER OFFICE SUPPLIES	3,523	4,000	3,700	4,000	0
General office supplies, shipping, business cards, boxes					
554010 BOOKS/MEMBERSHIPS	434	700	700	700	0
Florida League of Mayors and books					
TOTAL OPERATING EXPENSES	**$17,957**	**$21,700**	**$17,900**	**$21,500**	**($200)**
TOTAL EXPENSES	**$369,881**	**$376,843**	**$373,457**	**$382,228**	**$5,385**

This page was left blank intentionally

General Fund

City Attorney's Office

Mission Statement:
The mission of the City Attorney is to provide legal counsel to City Council, Advisory Boards and City staff on all matters involving City legal affairs in a thorough and proficient manner and to prosecute and defend vigorously, litigation before judicial and administrative agencies.

Department Description
According to the City Charter, Section 2.11, the Naples City Council may employ an attorney-at-law to be known as the City Attorney to "perform such duties as directed by the Council for a term and at compensation to be fixed by the Council". The Council has selected to contract with a law firm to represent the City in legal matters. The City has an in-house Executive Assistant to assist as needed.

2017-18 Departmental Goals and Objectives

As part of Vision Goal #5 (Maintain and enhance governance capacity for public service and leadership) assist with the preparation of ordinances, resolutions, agreements, contracts, legal opinions and other legal instruments, including those that meet the goals and vision of the City.

- Complete the recodification of the Code of Ordinances.
- Prepare and circulate legal protocols.
- Update and standardize legal documents such as: contracts, liens, releases, resolutions, orders, notices and appeals; review and update processes and procedures for compliance with Federal and State law.
- Attend and provide legal advice at all Regular Meetings of the City Council, Planning Advisory Board and Code Enforcement Board, monitor or attend Workshops; assist other committees, boards and administrative staff as needed in special circumstances.
- Continue enhanced training.
- Provide a timely and accurate response to requests for opinions and legal assistance.
- Represent the City before all State and Federal Courts and all agencies in civil matters on a daily basis.

2017-18 Significant Budgetary Issues
The Fiscal Year 2017-18 budget of the City Attorney's office is $610,461, a $1,446 decrease from the adopted FY 16-17 budget.

There is one position budgeted in the City Attorney's office, with salaries and benefits totaling $94,401.

The department has $516,060 budgeted in Operating Expenses, the same amount budgeted for FY 16-17. The following list summarized the major line items.

City Attorney's Office (continued)

Professional Services (i.e. transcribing, reporting)	$10,000
City Attorney Contract	$285,000
City Attorney Litigation as needed	$160,000
Labor Attorney	$20,000
Other Legal Services (i.e. PAB, public records)	$35,000

The City Attorney's contract was approved on 9/2/2015 by Resolution 15-13682. It has an expiration date of September 30, 2017 with two one-year renewals available.

The department has $30,000 budgeted in Non-Departmental to complete the recodification of the City Code as needed.

FUND: 001 GENERAL FUND

CITY ATTORNEY

FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE	FY 2018 Proposed
1	1	1	Executive Assistant	$68,656
1	**1**	**1**	**Regular Salaries**	**68,656**
			Employer Payroll Expenses	**25,745**
			Total Personal Services	**$94,401**

FISCAL YEAR 2017-18
BUDGET DETAIL
CITY ATTORNEY

001.0201.514	2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	
PERSONAL SERVICES					
510200 REGULAR SALARIES & WAGES	71,637	72,742	64,700	68,656	(4,086)
525010 FICA	5,473	5,487	5,105	5,045	(442)
525030 RETIREMENT CONTRIBUTIONS	10,654	10,853	6,985	8,129	(2,724)
525040 LIFE/HEALTH INSURANCE	6,815	6,765	9,800	12,571	5,806
TOTAL PERSONAL SERVICES	**94,578**	**95,847**	**86,590**	**94,401**	**(1,446)**
OPERATING EXPENSES					
530000 OPERATING EXPENDITURES	0	600	200	600	0
531010 PROFESSIONAL SERVICES	3,002	10,000	6,300	10,000	0
Reporting, process serving, transcription services, and expert fees					
532010 CITY ATTORNEY	279,999	285,000	285,000	285,000	0
City Attorney Contract					
532040 OTHER LEGAL SERVICES	0	35,000	15,000	35,000	0
Planning Advisory Board Representation plus special legal including public records email redaction					
532100 LITIGATION	108,335	160,000	150,000	160,000	0
532120 LABOR ATTORNEY	123	20,000	20,000	20,000	0
540000 TRAINING & TRAVEL COSTS	0	1,500	250	1,500	0
541000 COMMUNICATIONS	156	510	480	510	0
551000 OFFICE SUPPLIES	970	950	1,000	950	0
554020 BOOKS, PUBS, SUBS.	1,728	2,500	2,300	2,500	0
TOTAL OPERATING EXPENSES	**394,313**	**516,060**	**480,530**	**516,060**	**0**
TOTAL EXPENSES	**488,891**	**611,907**	**567,120**	**610,461**	**(1,446)**

General Fund

City Clerk

Mission Statement:
The Mission of the City Clerk's office is to provide the highest quality and level of professional and courteous customer service by creating, maintaining and safeguarding the official records of the City. in accordance with State Law and the Code of Ordinances.

Department Description

The City Clerk, as the custodian of the official records of the City of Naples, records and maintains all proceedings of the City Council, appointed boards, committees and commissions of the City, prepares minutes for each, and processes all legislation (ordinances and resolutions) for filing. Upon request, the City Clerk provides information to the public from these documents as well as provides assistance to all persons in accessing nonexempt City records, in conformance with state laws. In addition, the Clerk's Office directs the retention program for all City records, operates the City's in-house Records Management Center, and periodically engages in research projects (supplying historical information) for others in the organization. The City Clerk reports directly to the City Council.

2016-2017 Department Accomplishments

- Implemented the Questys records management platform to allow: (1) storage of documents in electronic format for instant retrieval through optical character recognition (OCR); (2) file management by assigning a retention value; and (3) searches of digital records archived in the City Clerk's vault to further promote records transparency.
- Converted archived microfilm rolls to digital documents, consisting of Council meeting packets from 1925 to present, for instant searching.
- Completed scanning all records referenced in legislation as being "on file" in the Clerk's Office from 1925 to present.
- Continued to manage the board and committee appointment process for all members appointed by Council.
- Coordinated the update of all software in the Clerk's Office for compatibility with Windows 10.
- Assisted with background research, review of proposals, demonstrations, contract analysis and initial design and layout of the new city website.
- Administered the operation of the City's Records Management Center and filed compliance statements with the State of Florida as required of the City's Records Management Liaison Officer.
- Promoted, participated and assisted the Human Resources and Fire departments to securely dispose of documents containing confidential and/or exempt information in conjunction with Earth Day activities (free Solid Waste shredding and recycling event).
- Maintained an inventory of all disposed City records in accordance with state retention laws.
- Created and maintained official records of City Council and all board and committee meetings to ensure timely filing of minutes of all groups governed by Florida Statutes Chapter 286 (Sunshine Law).
- Continued to identify and permanently preserve City records having historical value.

- Monitored changes in laws (public records, elections and legal notices), regulations and technology that may affect office operations and implemented policy and procedural changes as required.
- Continued to manage the JustFOIA open records request tracking database to ensure all requests are fulfilled throughout every department, increasing accountability and ensuring efficient delivery of records.
- Maintained and/or updated: (1) digital recording software; (2) applications for Granicus Meeting Efficiency Suite and Granicus Boards and Committees; (3) the Questys records management platform; (4) the JustFOIA application for public records tracking; and (5) ImageFlow Lite, the Clerk's Office internal searchable database.
- Created a training manual for Public Records Compliance and Management Procedures.
- Conducted quarterly training for City Records Coordinators regarding public records requests, the creation, processing, maintenance, protection, retrieval, retention, preservation, and disposition of records; and participated in focus groups with vendor to continue improving the efficiency of utilizing the JustFOIA public records request tracking application in accordance with state public records laws.
- Prepared legal notices, coordinated publication to ensure compliance with all state and local regulations regarding legal advertisements; and obtained reimbursement in the amount of $3,277.18 for petition-related advertisements.

2017-2018 Department Goals and Objectives

As part of Vision Goal 3 – Promote community health.

- Support and participate in the city-wide Blue Zones project.
- Coordinate the City's blood drive.

As part of Vision Goal 4 - Strengthen the economic health and vitality of the City.

- Continue to prepare and distribute news releases for board and committee vacancies and newly appointed members, as well as other news.
- Continue to scan and create OCR (optical character recognition) digital files of the Clerk's Office records for easy public access through the website, and expand the technology platform for records management to provide greater transparency and instant searching.
- Continue to promote and participate in free City sponsored Earth Day activities to securely shred documents containing confidential/exempt information.
- Continue to save City personnel time and cost by providing access to City Clerk records through the City website.
- Continue to invoice and collect reimbursement of legal advertising costs for petitioner related notices.

As part of Vision Goal 5 - Maintain and enhance governance capacity for public service and leadership.

- Establish the "Open City Clerk" initiative to engage and promote public records access through a variety of media and training.
- Serve as the Qualifying Officer for the 2018 City of Naples General Election, coordinate the qualifying period, facilitate agreements for 12 polling locations, maintain an election calendar, and provide access to information through the Clerk's website, including candidate election forms, financial reports, legal notices, and a precinct map.
- Assign access to internal employees, and provide a link on the website for the public to

search and retrieve documents from the Questys document management platform.

- Expand a network of leadership connections in the community by participating in the Leadership Collier and Growing Associates In Naples (GAIN) programs.
- Continue scanning and digitizing documents to expand the Clerk's database.
- Continue to build trust with the public by monitoring the JustFOIA open records request tracking database as well as the ArchiveSocial database to ensure all records requests throughout the city are responded to in a timely manner.
- Improve community outreach and notifications to recruit board and committee applicants through video, Naples TV, property owner associations and the website.
- Continue to provide training to City staff on records management practices, including filing and accessioning documents in accordance with state retention laws.
- Continue to update and maintain inventory of all disposed City records in accordance with state guidelines.
- Coordinate codification of the future Comprehensive Plan to be readopted.
- Continue to coordinate codification of the City's legislation to maintain accuracy of the Code of Ordinances and verify supplements as received.
- Redesign the City Clerk's webpage to continue to promote records transparency and easy access to information and records through the website, and expand topics on the "How Do I" tab on the homepage.
- Continue to identify and permanently preserve historically valuable records, and implement a webpage for access to the public.
- Become proficient with the Questys document management platform, and integrate with other departments for records management and retention purposes.
- Establish a Records Management Plan.
- Continue to ensure accessioning of City Council and board and committee records into the archives.
- Continue to manage the board and committee process of all members' appointments for City Council approval.
- Continue to maintain coordination with Granicus, FTR, Questys and MCCi for troubleshooting and technology updates.
- Provide education to utilize the online Code of Ordinances and access to public records.
- Update Boards and Committees Handbook and create tips on running a public meeting for board and committee members.

2017-18 Significant Budgetary Issues

The 2017-18 budget for the City Clerk is $629,906 which is $11,223 more than the budget adopted for Fiscal Year 2016-17.

The budget for Personal Services is $562,456, an increase of $11,223 over the adopted Fiscal Year 2016-17 budget. The department has six positions, the same as FY 16-17.

The budget for Operating Expenses remains the same as FY 16-17. Major expenses include legal ads ($14,000) and professional services for supplementary amendments to the Code of Ordinances ($15,500). The City Clerk's office also has $55,000 budgeted in Non-Departmental (Division 1480) for the upcoming Council election in February 2018.

General Fund

City Clerk (continued)

2017-18 Performance Measures and Benchmarking

Activity	Actual 2014-2015	Actual 2015-2016	Expected 2016-2017	Projected 2017-
Boxes of records disposed	284	525	297	297
Board/committee appointments processed	41	45	31	40
Legislation processed	168	143	157	157
Council meeting hours logged	217	210	175	175
All other Boards/Committees meeting hours logged	105	155	172	172
Public records requested[1]:				
• Total	1,850	3601	3815	3815
• Building	1,270	2984	3349	3349
• Police	93	134	149	149
• General	487	483	317	317
Contracts processed	98	127	120	120

[1]It should also be noted that the number of requests can be misleading since they can range from an immediate turn-around to several weeks of collecting information for requestors.

FUND: 001 GENERAL FUND

CITY CLERK
FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE	FY 2018 Proposed
1	1	1	City Clerk	106,393
2	2	0	Deputy City Clerk	0
0	0	3	Executive Assistant	194,987
0	1	0	Records Coordinator	0
2	1	2	Administrative Coordinator	86,325
1	1	0	Sr. Administrative Specialist	0
6	**6**	**6**	**Regular Salaries**	**387,705**
			Temporary Part Time Scanner	**17,480**
			Overtime	**1,000**
			Employer Payroll Expenses	**156,271**
			Total Personal Services	**$562,456**

FISCAL YEAR 2017-18
BUDGET DETAIL
CITY CLERK

001.0301.519

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	394,559	376,493	392,900	387,705	11,212
510300	OTHER SALARIES	0	17,480	0	17,480	0
	Temporary Part Time Scanner position - Actual expense was charged to 510200					
510330	EDUCATION REIMBURSEMENT	0	0	0	5,000	5,000
510400	OVERTIME	538	1,000	780	1,000	0
525010	FICA	29,416	27,512	29,460	28,802	1,290
525030	RETIREMENT CONTRIBUTIONS	52,816	53,930	46,300	51,584	(2,346)
525040	LIFE/HEALTH INSURANCE	70,055	69,538	65,480	65,605	(3,933)
525070	EMPLOYEE ALLOWANCES	5,288	5,280	5,280	5,280	0
	TOTAL PERSONAL SERVICES	**$552,673**	**$551,233**	**$540,200**	**$562,456**	**$11,223**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	1,048	2,500	2,500	2,500	0
	Board member nameplates, commemorative plaques, shredding					
531010	PROFESSIONAL SERVICES	7,328	15,500	15,500	15,500	0
	Supplementary amendments to the Code of Ordinances; new eNotify, CodeBank Compare, etc.					
531510	DOCUMENT IMAGING	1,566	2,000	2,000	2,000	0
540000	TRAINING & TRAVEL COSTS	3,461	5,500	5,500	5,500	0
541000	COMMUNICATIONS	853	2,000	2,000	2,000	0
544000	RENTALS & LEASES	0	0	0	12,000	12,000
	Microfiche Reader, Microfilm Reader, ImageFlow Software, FOIA software, Records Management					
546000	REPAIR AND MAINTENANCE	2,074	10,000	10,000	1,000	(9,000)
547010	LEGAL ADS	7,818	14,000	12,000	14,000	0
	Public Hearing Notices for City Council, land use matters, and second reading of ordinances					
547060	DUPLICATING	4,100	4,300	4,300	1,300	(3,000)
549000	OTHER CURRENT CHARGES	1,297	2,000	2,000	2,000	0
	Recording of documents such as resolutions, variances and Interlocal Agreements					
551000	OFFICE SUPPLIES	2,511	3,050	3,050	3,050	0
552000	OPERATING SUPPLIES	7,849	4,000	11,000	4,000	0
554010	MEMBERSHIPS/BOOKS	1,494	2,600	2,600	2,600	0
	TOTAL OPERATING EXPENSES	**41,399**	**67,450**	**72,450**	**67,450**	**$0**
	TOTAL EXPENSES	**594,071**	**618,683**	**612,650**	**629,906**	**$11,223**

General Fund

City Manager's Office

Mission Statement:

The mission of the City Manager's Office is to deliver governmental services to the citizens of Naples in an efficient and professional manner, to remain cognizant of the City's regional context and proactively plan and maintain productive regional relationships, and ensure that Naples' distinctive character and culture is preserved

Department Description

The City Manager serves as Chief Executive Officer and head of the administrative branch The City Manager serves as Chief Executive Officer and head of the administrative branch of City government. In accordance with the City Charter, the City Manager is responsible to City Council for the proper administration of all departments, except the Legal Department and the City Clerk. The Department includes the Code Enforcement Division and the Purchasing Division.

The City Manager's duties and responsibilities include the following:

(a) Enforce all laws, ordinances and contracts of the City.
(b) Appoint and remove any officers and employees of the City, except those appointed by City Council.
(c) Prepare the Capital Improvement Program and the annual City Operating Budget for submission to City Council for review and approval and be responsible for the subsequent administration of the approved budgets.
(d) Prepare a complete report on the finances and administrative activities of the City for the preceding year and submit the report to City Council within ninety (90) days of the fiscal year end.
(e) Perform such other duties as required by City Council.

The Code Enforcement Division ensures compliance with City ordinances to maintain Naples' character and quality of life, striving to promote, protect, and improve the health, safety, and welfare of the citizens of the City. The Division administers the Code Enforcement Board having the authority to impose administrative fines and other noncriminal penalties to provide an equitable, expeditious, effective, and inexpensive method of enforcing any codes and ordinances.

The Purchasing Division is responsible for assisting departments in the procurement of goods and services in the most efficient and fiscally responsible manner for the City. Procurements are based on fair and open competition, reducing the appearance and opportunity for favoritism, and inspiring public confidence that contracts are awarded equitably and economically. The Division manages the sales of surplus equipment, the Purchasing Card program, and the acquisition and monitoring of grants

Department Accomplishments

- Managed the City Operating Budget in a fiscally prudent and responsible manner; finished fiscal year under budget; continued providing quality services; and met the challenges that are part of sustaining the status of a premier city.
- Provided City Council background information about ongoing City issues, programs and undertakings so they could make well informed decisions. Focused

on provision of relevant background information of agenda issues to allow sound policy decisions; promptly responded to Council inquiries and requests for services by citizens.

- Supported City Council's decision to decrease the millage rate to 1.15.
- Oversaw presentation of a FY 2016-17 Solid Waste Rate study for City Council's review and consideration of the current rate structure.
- Facilitated City Council's strategy to engage and involve citizens in the public policy process through dialog with the Presidents' Council, Homeowner Associations, community organizations, and individual citizens.
- Provide oversight of the Collier County Beach Renourishment project in the City of Naples (Park Shore beach) in conjunction with County staff. 25,000 to 30,000 cubic yards of sand was delivered by truck haul to the Park Shore beach in November 2016.
- Initiated all budgeted capital improvement projects unless the project was curtailed for sound reason.
- Advanced the Integrated Water Resources Plan by constructing an expansion of the reclaimed water distribution system along Banyan Boulevard west to Gulf Shore Boulevard N and Crayton Road between Harbour Drive and Park Shore Drive.
- Following City Council direction, proceeded to 60% of engineering and design for the Baker Park Master Plan H2, contracted for Construction Management at Risk Services for Baker Park, and entered an agreement for Phase I services that will connect the Gordon River Greenway and Central Avenue.
- Continued collaboration with the Gulf Shore Boulevard Median Landscape Steering Committee and the Community Services Department for the closing of median openings between Medians 36-37 and 37-38 on Gulf Shore Boulevard N.
- Entered into a construction services agreement to demolish and replace the City Dock.
- Completed the Central Avenue streetscape, roadway, and drainage improvement project in collaboration with the Streets and Stormwater and Utilities Departments.
- Managed the City's work force to attain objectives established by City Council's Vision Plan.
- Administered collective bargaining agreements with five employee bargaining units.
- Successfully controlled health claim costs. Health claim costs in FY 16-17 are projected to decrease 5.5% compared to FY 15-16. The claim costs were able to decrease despite the fact that medical inflation was 10.5% for 2016 and 2017.
- Collaborate with community partners, as directed by City Council, to support the Blue Zones Project. Currently serving as co-chair of the Blue Zone Community Policy Committee. The goal of the Blue Zones Project is to provide a community based approach to transform the environment to improve the emotional, physical, and social health of the community.
- Purchasing Manager and Coordinator acquired Certified Purchasing Card Professional certifications in August 2015 and have attended required ongoing training for future recertification.

- Developed a new city web site. Advanced public communication through Facebook, and foster improved communication with citizens through an email data base.

Department Goals and Objectives

City Manager

As part of Vision Goal 5 (Maintain and enhance governance capacity for public service and leadership), strengthen effective Manager/Council relationships through professional and constant communication.

- Through regularly scheduled workshops, provide City Council adequate background information about ongoing City issues, programs and undertakings so they can make well informed decisions.
- Provide an annual work plan of capital improvement projects after careful review and analysis of the City's priorities within the constraints of the budget for approval by City Council.
- Assist City Council in the development of Public Policy through timely preparation of agendas and preparation of policy options and recommendations.
- Seek feedback from City Council as to whether the organization is meeting expectations.
- Respond immediately to constituent requests for services communicated through Council Members to the City Manager.

As part of Vision Goal 5 (Maintain and enhance governance capacity for public service and leadership), continue to seek participation of Naples residents and community organizations to gain their input and expertise on matters of interest.

- Meet monthly with the Presidents' Council and meet with association boards to communicate status of programs, goals of City Council, and pending issues of importance. Provide updates on City services and discuss neighborhood issues and ideas for improving services.
- Schedule meetings with representatives from the Naples Area Chamber of Commerce, the Third Street Association, the Fifth Avenue South Business Improvement District, the Naples Airport Authority, and other business and professional associations to discuss issues of importance and to cooperatively develop solutions.
- Maintain the city web site to enhance transparency and to encourage public access to information; expand the use of Facebook and enhance the data base of email addresses to allow regular communication of information that may be of interest to Naples residents.

As part of Vision Goal 5 (Maintain and enhance governance capacity for public service and leadership), work with City employees to achieve goals and objectives outlined in the City's budget.

- Encourage and support Department Directors to manage all aspects of their operations to achieve established goals and objectives.

- Ensure that the City and its employees are in compliance with all statutory requirements, including accreditations and licenses to help ensure the delivery of high quality service to residents.
- Ensure that City plans, especially the Emergency and Disaster Response Plans, remain current.

As part of Vision Goal 3 (Maintain an extraordinary quality of life for residents, maintain and improve public amenities for residents, promote community health, and enhance mobility in the City), offer a built environment that encourages healthy behavior.

- Serve in leadership position for the Blue Zones Project. Support the Blue Zones Project in Naples and Collier County. The goal of the Blue Zones Project is to provide a community based approach to transform the environment to improve the emotional, physical, and social health of the community.
- Collaborate in the community assessment process and report to City Council the action required of the City of Naples to become a Blue Zone Community.
- Continue to collaborate with the Community Services Advisory Board, and Community Services Department to implement design and development improvements identified in the Parks Master Plan.

Code Enforcement

As part of Vision Goal 3 (Maintain an extraordinary quality of life for residents), assist in the development and enforcement of regulations and ordinances.

- Continue attending monthly Association meetings.
- Maintain a list of vacant and foreclosed houses and coordinate with Police Department for patrol.
- Strive to achieve compliance, thereby reducing Code Enforcement board costs.
- Enforce the City of Naples Ordinances to ensure the character and quality of life that the citizens expect.
- Perform proactive inspections for the education of our citizens as it pertains to the Code of Ordinances.
- Respond to all complaints within a 24-hour period.
- Maintain effective working relationships with local, regional, state and federal regulatory agencies.
- Continue to review City of Naples Ordinances and make appropriate recommendations as to additions or changes.

Purchasing

As part of Vision Goal 4 (Strengthen the Economic Health and Vitality of the City) implement process improvements, advance ease of doing business with the City, and investigate revenues opportunities such as rebates from purchases made by the City.

- Reduce printing of (PO) Purchase Orders by sending electronically to vendors. The goal is to have 25% or more of active vendors receive a PO by email. Currently, 299/1311 active vendors receive POs by Email (22.8%).

- Acquire and post W9 forms and insurance certificates for all active vendors to the vendor's electronic file in Munis that is accessible by City staff.
- Post bid related documents in their executed contracts to Purchasing's webpage.
- Submit 2018 Achievement of Excellence of Procurement (AEP) application.
- Provide ongoing updates to Purchasing's webpage for ease of webpage inquiries.
- Monitor grant opportunities and distribute relevant information to staff.
- Increase participation in formal vendor training opportunities, including one on one vendor training and yearly (RTS) Reverse Trade Show.

2017-18 Significant Budgetary Issues

The budget for the City Manager's Department is $1,270,950 which is $109,229 more than the 2016-17 adopted budget.

The **Office of the City Manager** has a budget of $758,144, an increase of $26,637. The increase is primarily due to wage increases and an increase in TV production/streaming video costs.

The budget for the **Code Enforcement Division** is $178,667 an increase of $59,707 over FY 16-17. The reason for the increase is due to the proposed addition of a new Code Enforcement officer at an entry level salary and associated expenses. There are 2.2 positions budgeted in the Code Enforcement Division in FY 17-18 compared to the 1.2 positions in FY 16-17. The Code Enforcement Division will now have two (2) full time Code Enforcement Officers and the Code and Harbor Manager continues to be funded by three funds: General Fund, the City Dock Fund and the Beach Fund. Operating Expenses are $10,150, a $400 decrease from FY16-17.

The budget for the **Purchasing Division** is $334,139 or $22,885 more than the FY 16-17 budget. The primary reason for the increase is due to the annual wage increase and $10,000 for temporary part-time help as needed for special projects.

General Fund

City Manager's Office (continued)

Performance Measures

Activity - Purchasing Division	Actual 2014-15	Actual 2015-16	Expected 2016-17	Projected 2017-18
Purchase Orders Issued	1322	1161	1350	1350
Active Vendors Issued a PO(s)	1277	1617	1750	1750
VSS – Self Service Status Vendors	309	548	628	628
Percentage of Active Vendors to POs	96.59%	71.80%	75%	75%
City of Naples Total Vendors	10,615	11,180	12,230	12,230
Active Vendors Designated in VSS-Vendor Self Services to Receive Purchase Orders via Email	586	748	905	905
Bids, FWQs or Solicitations Issued	68	54	60	60
Bid Protests Received	1	1	1	0

Activity - Code Enforcement Division	Actual 2014-15	Actual 20115-16	Expected 2016-17	Projected 2017-18
Number of Citations	8	10	9	9
Days from complaint to initial inspection	1	1	1	1
Violations brought to Code Board Hearing	25	17	25	20

FUND: 001 GENERAL FUND

CITY MANAGER
FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE	FY 2018 Proposed
			ADMINISTRATION (0401)	
1	1	1	City Manager	215,515
0.7	0.7	0.7	Assistant City Manager*	98,017
1	1	1	Executive Assistant	55,720
1	1	1	Office Manager	86,064
0	1	1	Communications Video Production Manager	75,897
3.7	**4.7**	**4.7**		**531,213**
			CODE ENFORCEMENT (0405)	
0.2	0.2	0.2	Code and Harbor Manager**	18,509
1	1	2	Code Enforcement Officer	86,520
1.2	**1.2**	**2.2**		**$105,029**
			PURCHASING (0408)	
1	1	1	Purchasing and Contracts Manager	97,886
1	1	1	Bids and Grants Coordinator	80,191
1	1	1	Purchasing Coordinator	44,012
3	**3**	**3**		**$222,089**
7.9	**8.9**	**9.9**	**Regular Salaries**	**858,331**
			Other Payroll Expenses	**321,755**
			Total Personal Services	**$1,180,086**

* 30% of the Assistant City Manager is budgeted in the 180 Fund (CRA) to act as CRA Manager.

** The Code and Harbor Manager is budgeted 60% in the 460 Dock Fund, 20% in the 430 Beach Fund and 20% in the General Fund.

Additional Code Enforcement Officer position requested by City for FY 17-18

FISCAL YEAR 2017-18
BUDGET DETAIL
CITY MANAGER
DEPARTMENT SUMMARY

	2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES					
510200 REGULAR SALARIES & WAGES	711,851	799,533	787,234	858,331	58,798
510300 OTHER SALARIES	0	0	0	10,000	10,000
510400 OVERTIME	73	530	250	630	100
525010 FICA	47,664	54,625	53,222	57,346	2,721
525030 RETIREMENT CONTRIBUTIONS	58,716	76,363	61,938	76,097	(266)
525040 LIFE/HEALTH INSURANCE	83,578	87,196	80,747	109,092	21,896
525070 EMPLOYEE ALLOWANCES	62,927	62,494	62,494	68,590	6,096
TOTAL PERSONAL EXPENSES	**$964,809**	**$1,080,741**	**$1,045,885**	**1,180,086**	**$99,345**
OPERATING EXPENSES					
530000 OPERATING EXPENDITURES	4,122	4,250	4,250	4,250	0
530310 OPERATING EXP. TV PRODUCTION	0	27,700	29,500	33,700	6,000
531040 OTHER CONTRACTUAL SERVICES	1,450	3,400	1,750	3,400	0
540000 TRAINING & TRAVEL COSTS	13,854	12,500	13,200	13,600	1,100
541000 COMMUNICATIONS	1,483	3,110	3,090	3,590	480
542100 EQUIP. SERVICES - REPAIRS	2,225	2,000	2,000	1,000	(1,000)
542110 EQUIP. SERVICES - FUEL	1,149	1,600	1,600	1,600	0
544000 RENTALS & LEASES	3,175	4,856	4,556	7,360	2,504
547010 LEGAL ADS	4,146	7,750	4,800	7,750	0
551000 OFFICE/OPERATING SUPPLIES	9,698	7,150	6,075	8,000	850
552070 UNIFORMS	38	400	423	400	0
554010 MEMBERSHIPS	5,420	6,264	6,210	6,214	(50)
TOTAL OPERATING EXPENSES	**$46,760**	**$80,980**	**$77,454**	**$90,864**	**$9,884**
TOTAL EXPENSES	**$1,011,569**	**$1,161,721**	**$1,123,339**	**$1,270,950**	**$109,229**

FISCAL YEAR 2017-18
BUDGET DETAIL
CITY MANAGER
CITY MANAGER'S OFFICE

001.0401.512

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
5E+05	REGULAR SALARIES & WAGES	421,045	517,366	514,500	531,213	13,847
5E+05	FICA	26,303	34,049	33,700	33,570	(479)
5E+05	RETIREMENT CONTRIBUTIONS	18,799	35,821	27,810	34,159	(1,662)
5E+05	LIFE/HEALTH INSURANCE	27,354	33,937	33,937	34,752	815
5E+05	EMPLOYEE ALLOWANCES	61,999	61,534	61,534	67,150	5,616
	TOTAL PERSONAL EXPENSES	**555,501**	**682,707**	**671,481**	**700,844**	**18,137**
OPERATING EXPENSES						
5E+05	OPERATING EXPENDITURES	4,197	3,500	3,500	3,500	0
5E+05	TV AND COMMUNICATION PRODUCTION	0	27,700	29,500	33,700	6,000
	Granicus Streaming Video, social media management and TV Production costs					
5E+05	TRAINING & TRAVEL COSTS	6,099	6,600	6,600	6,600	0
5E+05	COMMUNICATIONS	973	1,800	1,800	1,800	0
5E+05	RENTALS & LEASES	791	1,500	1,200	4,000	2,500
	Copier lease payments and related costs					
6E+05	OFFICE SUPPLIES	2,676	3,500	2,600	3,500	0
6E+05	MEMBERSHIPS	3,847	4,200	4,200	4,200	0
	ICMA, FCMA, and Miscellaneous					
	TOTAL OPERATING EXPENSES	**18,584**	**48,800**	**49,400**	**57,300**	**8,500**
	TOTAL EXPENSES	**574,085**	**731,507**	**720,881**	**758,144**	**26,637**

FISCAL YEAR 2017-18
BUDGET DETAIL
CITY MANAGER
CODE ENFORCEMENT

001.0405.524

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	76,429	70,433	61,000	105,029	34,596
	Request includes one added Code Enforcement Officer					
510300	OVERTIME	46	0	100	100	100
525010	FICA	5,538	5,059	4,005	7,486	2,427
525030	RETIREMENT CONTRIBUTIONS	10,313	10,508	6,328	12,803	2,295
525040	LIFE/HEALTH INSURANCE	22,066	21,930	15,300	42,139	20,209
525070	EMPLOYEE ALLOWANCES	440	480	480	960	480
	TOTAL PERSONAL SERVICES	**114,833**	**108,410**	**87,213**	**168,517**	**60,107**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	-75	750	750	750	0
	Lien fees-County charge; Code Board expenses					
531040	OTHER CONTRACTUAL SRVCS	1,450	3,400	1,750	3,400	0
	Typically $75/lot for code related lot mowing services					
540000	TRAINING & TRAVEL COSTS	2,528	1,400	2,100	2,000	600
	Code Enforcement Certification $400; Annual Conference $1,000					
541000	COMMUNICATIONS	198	500	480	500	0
542100	EQUIP. SERVICES - REPAIRS	2,225	2,000	2,000	1,000	(1,000)
542110	EQUIP. SERVICES - FUEL	1,149	1,600	1,600	1,600	0
551000	OFFICE SUPPLIES	94	500	325	500	0
552070	UNIFORMS	38	400	423	400	0
	TOTAL OPERATING EXPENSES	**7,607**	**10,550**	**9,428**	**10,150**	**(400)**
	TOTAL EXPENSES	**122,440**	**118,960**	**96,641**	**178,667**	**59,707**

FISCAL YEAR 2017-18
BUDGET DETAIL
CITY MANAGER
PURCHASING DIVISION

001.0408.513

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	214,377	211,734	211,734	222,089	10,355
10-30	OTHER SALARIES	0	0	0	10,000	10,000
	Temporary part-time help as needed					
510400	OVERTIME	27	530	150	530	0
525010	FICA	15,823	15,517	15,517	16,290	773
525030	RETIREMENT CONTRIBUTIONS	29,603	30,034	27,800	29,135	(899)
525040	LIFE/HEALTH INSURANCE	34,157	31,329	31,510	32,201	872
525070	EMPLOYEE ALLOWANCES	488	480	480	480	0
	TOTAL PERSONAL SERVICES	**$294,475**	**$289,624**	**$287,191**	**$310,725**	**$21,101**
OPERATING EXPENSES						
540000	TRAINING & TRAVEL COSTS	5,227	4,500	4,500	5,000	500
	FAPPO training; NIGP local; Purchasing card conference; and National Conference					
541000	COMMUNICATIONS	312	810	810	1,290	480
544000	RENT/ LEASES	2,384	3,356	3,356	3,360	4
	Lease and toner on copier					
547010	LEGAL ADS	4,146	7,750	4,800	7,750	0
552000	OPERATING SUPPLIES	6,928	3,150	3,150	4,000	850
554010	MEMBERSHIPS	1,573	2,064	2,010	2,014	(50)
	TOTAL OPERATING EXPENSES	**$20,569**	**$21,630**	**$18,626**	**$23,414**	**$1,784**
	TOTAL EXPENSES	**$315,044**	**$311,254**	**$305,817**	**$334,139**	**$22,885**

This page was left blank intentionally

General Fund

Planning Department

Mission Statement:
The mission of the Planning Department is to provide the highest standard of customer service and public involvement while professionally implementing the City's Vision, Comprehensive Plan, and Code of Ordinances.

Department Description
The Planning Department is responsible for overseeing the development of the City in accordance with the City of Naples Comprehensive Plan and Land Development Code. This Department also manages the review process for granting zoning variances, planned developments, rezone requests and other land-use issues and provides staff support to the Planning Advisory Board, Design Review Board and Public Art Advisory Committee.

The Planning Department's duties and responsibilities include the following:

(a) Enforce the Land Development Code through the processing of petitions and review of building permits;
(b) Provide zoning information and interpretations of the code;
(c) Process planning petitions to the Design Review Board, Planning Advisory Board and City Council;
(d) Process public art petitions to the Public Art Advisory Committee and City Council;
(e) Provide notice of public meetings associated with planning petitions;
(f) Maintain the City's comprehensive plan.

2017-18 Departmental Goals and Objectives

As part of Vision Goal #1 (Preserve the City's distinctive character and culture) amend and update the City's Comprehensive plan as necessary.

- Respond to the required reporting requirements for the Comprehensive Plan and the Objections, Recommendations and Comments report from the State with required changes.
- Discuss a possible visioning process with City Council.

As part of Vision Goal #1 (Preserve the City's distinctive character and culture) amend the Code of Ordinances.

- Coordinate with the City Attorney on a recodification of the Code of Ordinances with specific focus on the Land Development Regulations.
- Coordinate changes to the D Downtown zoning district following the completion of the CRA study.
- Improve the landscape code.

As part of Vision Goal #3 (enhance mobility in the City) review requirements.

- Work with the Streets and Stormwater Department to determine mobility strategies consistent with Blue Zone principals including developer obligations for improvements.

Planning Department (continued)

As part of Vision Goal #5 (Maintain and enhance governance capacity for public service and leadership) provide for the efficient review and processing of petitions and monitoring of permits.

- Continue to expedite building permit review.
- Work with GIS to make past petition information available online.

2017-18 Significant Budgetary Issues

The budget of the Planning Department is $648,441, a $89,729 increase over the FY 16-17 adopted budget.

Personal Services, at $613,121, represents the source of the increase, at $93,629 over the FY 16-17 budget. This increase is due in part to the addition of one full time position approved in April 2017, a Zoning and Planning Examiner. With the addition of the full-time position, the Planning Department will have 6 full time staff positions. Employee benefits related to the new position, plus changes in current employee benefit selections caused the remainder of the increase.

Operating expenditures are projected to be $35,320, a $3,900 decrease from the FY 16-17 budget. Two areas of decrease include a reduction in printing and binding costs to reflect recent years' usage, and an adjustment in the cost of the copier, which is costing less than originally expected.

General Fund

Planning Department (continued)

2017-18 Performance Measures and Benchmarking

Petition Type	Actual 2013-14	Actual 2014-15	Actual 2015-16	Estimated 2016-17	Projected 2017-18
Administrative Variance Petitions	7	7	6	10	6
Annexation Requests	0	0	0	0	0
Comprehensive Plan Amendments	1	4	0	1	3
Conditional Use Requests	11	4	9	5	6
Development of Significant Environmental Impact	0	0	0	0	0
Easement Vacation Requests	2	5	-	-	-
Fence and Wall Waiver Requests	4	4	3	2	3
Live Entertainment	4	4	8	4	5
Nonconformity Requests	4	1	5	1	4
Rezoning Requests	5	8	5	4	6
Text Amendment Requests*	8	2	4	3	8
Variance Requests	10	8	10	10	5
Waiver of Distance Requests	0	2	3	0	2
Design Review Board Petitions	25	65	45	35	50
D-Downtown Waiver Requests	0	0	0	0	0
Subdivision Plat Requests	5	3	2	4	3
Site Plan Review	2	25	13	11	20
Site Plan with Deviations	6	10	4	5	5
Development Agreement	0	0	1	1	1
Parking Allocation D-Downtown	0	5	2	2	3
Outdoor Dining Public Property	1	1	2	0	3
Outdoor Dining Private Property	7	6	11	10	6
Total Petitions	102	164	133	108	139

*In addition to recodification

City	Population	Potential Seasonal Pop	Staff	Ratio (pop/staff)	Seasonal Ratio
Naples	**19,736**	**33,748**	**6**	**3,289**	**5,625**
Boca Raton	88,275	104,958	11	8,025	9,542
Delray Beach	63,972	79,965	19	3,367	4,209
Tarpon Springs	24,637	29,539	3	8,212	9,846
Winter Park	29,308	31,916	8	3,664	3,989

Population is year-round population from the BEBR projections
Potential Seasonal Population is an estimate derived from multiplying the estimated current population from BEBR by the ratio of vacant units and persons per household from the 2010 Census.

FUND: 001 General Fund

PLANNING DEPARTMENT
FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE		FY 2018 Proposed
1	1	1	Planning Director		134,378
1	2	2	Planner II		143,782
0.5	1	1	Senior Planner		79,764
0	0	1	Zoning and Planning Examiner	(a)	46,930
1	1	1	Planning and Zoning Specialist		42,052
3.5	5	6			$446,906
3.5	**5**	**6**	**Regular Salaries**		**446,906**
			Employer Payroll Expenses		**166,215**
			Total Personal Services		**$613,121**

(a) This was added by Council Resolution on April 5, 2017

FISCAL YEAR 2017-18
BUDGET DETAIL
PLANNING DEPARTMENT

001.0502.515

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	255,690	388,323	395,000	446,906	58,583
510300	OVERTIME	607	300	350	300	0
525010	FICA	18,852	25,481	30,218	33,646	8,165
525030	RETIREMENT CONTRIBUTIONS	25,548	42,448	41,200	48,474	6,026
525040	LIFE/HEALTH INSURANCE	48,345	57,660	57,660	78,515	20,855
525070	EMPLOYEE ALLOWANCES	5,288	5,280	5,280	5,280	0
	TOTAL PERSONAL SERVICES	**$354,330**	**$519,492**	**$529,708**	**$613,121**	**$93,629**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	184	2,500	4,500	3,000	500
531010	PROFESSIONAL SERVICES	(235)	5,000	4,000	5,000	0
	Scanning of PAB and DRB Files					
540000	TRAINING & TRAVEL COSTS	731	3,600	3,300	3,600	0
	AICPA Certifications, CEU requirements					
541000	COMMUNICATIONS	312	1,520	1,520	1,520	0
544020	EQUIPMENT RENTAL	2,243	5,000	1,900	2,500	(2,500)
546000	REPAIR AND MAINTENANCE	131	800	400	400	(400)
547000	PRINTING AND BINDING	194	3,000	1,500	1,500	(1,500)
547010	LEGAL ADS	11,754	9,000	6,000	9,000	0
547060	DUPLICATING	0	1,000	100	0	(1,000)
551000	OFFICE SUPPLIES	3,728	4,000	3,900	5,000	1,000
554010	MEMBERSHIPS	2,973	3,800	3,800	3,800	0
	TOTAL OPERATING EXPENSES	**$22,016**	**$39,220**	**$30,920**	**$35,320**	**($3,900)**
	TOTAL EXPENSES	**$376,346**	**$558,712**	**$560,628**	**$648,441**	**$89,729**

CAPITAL IMPROVEMENT PROJECTS

PLANNING DEPARTMENT - PUBLIC SERVICE TAX FUND

CIP NUMBER	PROJECT DESCRIPTION	Requested 2017-18	2018-19	2019-20	2020-21	2021-22
18A08	City View Software/Planning	55,200	0	0	0	0

General Fund

Finance Department

Mission Statement:
The mission of the Finance Department is to provide to City Council, staff, residents and guests of Naples all municipal financial business needs, efficiently and professionally, and to ensure City resources are used for City purposes through a combination of efficient transaction processing, effective internal controls, and accurate financial information. In a spirit of excellence, integrity and dedication, the highest standards of accounting, financial reporting, budgeting, investments, and revenue collections shall be followed and promoted.

Department Description

The Finance Department operates in three funds: General Fund, Beach Fund and Water/Sewer Fund. In the General Fund, the Division of Finance/Accounting is assigned with a distinct set of financial responsibilities. This Department, as a whole, is responsible for maintaining City-wide internal controls and financial accountability.

Finance/Accounting is responsible for all general accounting duties of the City, such as fixed assets, accounts payable, annual audit, payroll and the preparation of all City financial reports such as the Comprehensive Annual Financial Report. This section is responsible for the preparation of the City's Budget, financial budgetary controls, the management of all debt, the investment of surplus funds, and the acquisition and monitoring of grants. The Division also collects revenues for the City, such as parking fines, landscape certifications, and utility bill payments.

Utility Billing/Customer Service (with seven positions) is shown in the Water Sewer Fund. This division is responsible for reading meters, turn offs, customer assistance, billing, estoppels, general billing, utility billing and business tax receipts.

Beach Fund Administration (with one budgeted position) is responsible for the collection of money from parking meters.

2016-17 Department Accomplishments

- The 9th annual sustainability report was presented to City Council to assist in the development of a long-term sustainable budget strategy.
- Earned the Certificate of Achievement for Excellence in Financial Reporting Program from the Government Finance Officers Association (GFOA) for the 35th year in a row.
- GFOA recognized the City's budget with the Distinguished Budget Presentation Award for the 11th consecutive year.
- Completed the negotiation/transfer to a single provider for the supplemental retirement and deferred compensation plans (from three providers), saving fees to the participants as well as time savings from the administration standpoint. (October 2016)
- Created Summary Plan Description documents as required for the supplemental retirement and deferred compensation plans.
- Conducted the 6th Annual Pension Educational Symposium.
- Cost-savings efforts continued by temporarily eliminating ½ of a position by combining duties in meter reading, beach parking and coin collection.

Finance Department (continued)

- Conducted all meter readings on a 59-61 day schedule and billed within a week of these reads.
- Converted Dock Billing from a manual billing system to Tyler General Billing which allows for emailed bills and an automated billing and collections system.
- Added Garage Sale Permit function to the Finance Department for better customer service.
- Successfully closed out the entire Dock billing system, refunding all deposits, to start with fresh, accurate data after the construction of the new City Dock.

2017-18 Departmental Goals and Objectives

As part of Vision Goal 4 (Strengthen the economic health and vitality of the City)

- Fire Premium Tax – audit the database used by the State of Florida to calculate the Fire Premium Tax to verify that we are receiving the proper insurance premium tax.
- Automate Fixed Assets in Munis to feed directly from Accounts Payable to maximize use of Munis and minimize time spent on data entry.
- Update Finance/Accounting division of the City's Website to include current financial information on revenue and expenses by fund.
- Conduct employee verification check for audit purposes.
- Ensure that one additional employee becomes certified in a relevant field.
- Publish the FY 2017 CAFR and submit to GFOA's Award Program before March 25, 2018 and maintain an unmodified opinion by the independent external auditors.
- Publish the FY17-18 Budget and submit to GFOA's Award Program by December 25, 2017.
- Publish the quarterly financial reports by the 11th of the following month and soft closing of the books by the 16th of the month.
- Conduct quarterly assessment of business tax receipt renewals.
- Develop a debt policy in compliance with the APT-USC criteria for award consideration.

2017-18 Significant Budgetary Issues

The General Fund budget of the Finance Department is $1,116,634, an increase of $16,777 over the adopted FY 2016-17 budget. The primary reason for the increase is the annual salary increase.

There is a small change in the number of employees, decreasing by 0.3 full-time positions. One position, the Administrative Specialist, is shared 50/50 with the Beach Fund, instead of the General Fund absorbing 80% of its salary as was previously budgeted.

Operating Expenses are $132,220, a decrease of $1,555 from FY 16-17. Training and related costs are $10,600 and are an important item in this budget, due to the number of employees certified or attempting to be certified (CGFO, CPFO, CGFM and CPPT) who need education hours, and due to the ever-changing accounting regulations. The Department budgets $9,000 for the City Information Booklet, designed to inform new and existing residents alike, regarding all aspects of Naples. The department has budgeted $2,180 for the annual budget ads which are required by law.

Utility Billing/Customer Service is fully budgeted in the Water Sewer Utility Fund.

General Fund

Finance Department (continued)

Performance Measures and Benchmarking

Benchmarking	Naples	Fort Myers	Marco Island	Cape Coral
FY 2017 Millage Rate	1.1500	8.75	1.9966	6.75

Performance Measures	Actual 2014-15	Actual 2015-16	Expected 2016-17	Projected 2017-18
Business Tax Receipts Issued	3,345	3,739	4,000	4,200
New BTRs Issued	NA	471	500	525
Utility Customers on IVR	9,763	10,537	11,200	12,000
Utility Customers on Bank Draft	5,249	6,200	6,794	6,800
Utility Bills Generated	105,366	105,271	137,367	140,000
Utility Notification of Shut-offs	11,252	10,560	12,500	11,400
New Utility Customers	1,187	1,333	1,110	1,200
General Billing Customers on Bank Draft	50	212	184	250
Estoppel Requests	3,512	4,921	3,000	3,100
Parking Ticket Collection Rate	81%	80%	80%	80%
Finance Employees with relevant certifications	1	1	2	2
Retirements processed	20	14	17	15
DROP retirements processed	3	7	4	4
Return of Pension Contributions processed	35	32	30	31
Retirement Estimates processed	27	31	38	32
Accounts Payable Printed Checks	4,693	3,761	3,189	2,800
Accounts Payable EFT payments	1,750	1,849	1,969	2,070
Purchasing Card Transactions	6,033	6,861	7610	8,200
Naples Landing Passes	89	111	130	135
Beach Parking Passes Sold	931	927	970	980
$ of Utility Accounts over 90 days late	$278,722	$225,019	$225,872	$225,000
GFOA Awards/Other Certifications	2	2	3	3

FUND : 001 GENERAL FUND

FINANCE DEPARTMENT
FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE		FY 2018 Proposed
			ACCOUNTING		
1	1	1	Finance Director		147,030
1	1	1	Deputy Finance Director		96,542
1	1	1	Accounting Manager		78,021
3	3	3	Senior Accountant		193,891
2	2	3	Accounting Clerk		128,464
1	2	0	Accounting Associate		0
1	0	1	Administrative Coordinator		42,869
0.8	0.8	0.5	Administrative Specialist 1 (a)		16,027
10.8	10.8	10.5			702,844
			(a) Split 50/50 with the beach fund		
			Regular Salaries	**$**	**702,844**
			Other Salaries	**$**	**9,000**
			Overtime		**3,000**
			Employer Payroll Expenses		**269,570**
			Total Personal Services	**$**	**984,414**
			Other Finance Department Positions		
7	7	7	Water Sewer Fund		
1	1	1	Beach Fund		
18.8	**18.8**	**18.5**	**Total Finance Department All Funds**		

FISCAL YEAR 2017-18
BUDGET DETAIL
FINANCE DEPARTMENT
ACCOUNTING DIVISION

001.0706.513

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	643,924	689,178	670,455	702,844	13,666
510300	OTHER SALARIES	7,153	4,000	7,500	9,000	5,000
	Temporary part time assistance with Business Tax Receipts, Scanning and Zero Consumption audits					
510400	OVERTIME	2,933	2,500	3,000	3,000	500
525010	FICA	46,588	47,888	47,888	49,891	2,003
525030	RETIREMENT CONTRIBUTIONS	79,986	87,429	79,500	86,462	(967)
525040	LIFE/HEALTH INSURANCE	115,426	129,327	122,200	127,457	(1,870)
525070	EMPLOYEE ALLOWANCE	5,608	5,760	5,760	5,760	0
	TOTAL PERSONAL SERVICES	**901,617**	**966,082**	**936,303**	**984,414**	**18,332**
OPERATING EXPENSES						
531020	ACCOUNTING & AUDITING	97,950	83,200	83,100	83,100	(100)
531040	OTHER CONTRACTUAL SVCS	2,473	2,600	1,850	1,900	(700)
540000	TRAINING & TRAVEL COSTS	6,623	10,915	8,665	10,600	(315)
	Training from GFOA, FGFOA, SWFGFOA, and required investment CEU's and annual audit seminar					
541000	COMMUNICATIONS	1,085	1,200	750	750	(450)
542100	EQUIP. SERVICES - REPAIRS	3	300	100	300	0
542110	EQUIP. SERVICES - FUEL	6	300	100	300	0
547000	PRINTING AND BINDING	7,516	13,300	7,700	12,590	(710)
	Printing budgets, CIP, CAFR & City information booklet					
547002	ADVERTISING	0	2,180	2,180	2,180	0
551000	OFFICE SUPPLIES	5,159	7,000	7,000	8,500	1,500
552000	OPERATING SUPPLIES	8,320	11,000	11,000	11,000	0
554010	MEMBERSHIPS	405	1,780	800	1,000	(780)
	TOTAL OPERATING EXPENSES	**$129,540**	**$133,775**	**$123,245**	**$132,220**	**($1,555)**
	TOTAL EXPENSES	**$1,031,157**	**$1,099,857**	**$1,059,548**	**$1,116,634**	**$16,777**

This page was left blank intentionally

General Fund

Fire- Rescue Department

Mission Statement
The City of Naples Fire-Rescue Department was established to provide professional fire and rescue services needed to secure, sustain and bolster the quality of life in Naples. We are responsive to the needs of our citizens and provide rapid, compassionate and professional services essential to the health, safety, and well-being of our community. Personnel shall demonstrate exceptional ethics and work seamlessly to achieve public safety excellence.

Department Description

The City of Naples Fire-Rescue Department serves a total area of 14.4 square miles and a permanent population of 20,900 residents, which increases significantly during the peak winter months. The Fire-Rescue Department fulfills its commitment to the community with three Fire Stations which are strategically located within the City to provide prompt fire rescue service.

Fire-Rescue Department's scope of responsibilities includes fire suppression, Advance Life Support, rescue operations, aircraft firefighting, marine search and rescue, hazardous materials response, environmental mitigation and technical rescue responses. The department also provides fire investigation support and fire prevention, community outreach programs and emergency management operations. These functions are all handled by the Naples Fire Rescue Department which is recognized as an ISO 2 Department.

2016-17 Department Accomplishments

- Completed the Automatic Aid / Mutual Aid / Closest unit Response Agreement which describes levels of service, appropriate staffing, apparatus for types of incidents and closest unit response. City Council approved this document which has been accepted and approved by all Fire-Rescue Districts / Departments in Collier County and their Governing Boards.
- Organized a committee to oversee each of the four primary categories and assigned a Chief Officer to oversee the entire ISO process. Fire-Rescue staff has examined the *Apparatus and Inventory Worksheet* and added equipment to Naples Fire-Rescue apparatus to improve the ISO rating.
- Fire-Rescue staff and personnel completed the priority (one) recommendations from the PSSI Master Fire Report, which was discussed with City Council in May 2016. This included implementing new policies, procedures and a Standard Operating Guidelines Manual, developing Succession Planning, Mentoring, the 16 Firefighter Life Safety Initiatives and identifying Target Hazards plus many more.
- Began the process of refurbishing Tower Co. 2 and Engine Co. 1 including completing a detailed inspection of both fire apparatus and developing a timeline. Engine Co. 1 has been sent to Ocala to begin the refurbishing process.
- Purchased and deployed new P25 compliant base and mobile radios in the fire stations and on apparatus that will enhance communications and interoperability between organizations to assist in dispatching our fire apparatus.
- Completed the review and rewrite the Department's Standard Operating Guidelines (SOG) which was presented to City Council in March 2017.
- Adopted the 16 Firefighter Life Safety Initiatives with the focus on "Everyone Goes Home".
- Vacated Fire Station 1, moved to temporary Station 1, and scheduled the demolition of Station 1, with construction expected to be completed in 18 months.

2017-18 Departmental Goals and Objectives

As part of Vision Goal #3 (Maintain and enhance public safety) ensure the Naples community the most effective response to calls for service.

- Develop, promote and monitor policies, rules and regulations that achieve and enhance stated mission, education and performance of all employees.
- Continue to construct or renovate Fire-Rescue infrastructure and facilities to ensure professional, effective and proficient long-term operations within the City of Naples.

As part of Vision Goal #5 (Maintain and enhance governance capacity for public service and leadership) provide the Naples community, its residents, workers, and visitors high quality fire protection, medical rescue, and emergency preparedness services.

- Proceed with the Insurance Services Organization's Fire Suppression Rating Schedule by requesting a re-rating by ISO/Verisk. Verisk will be evaluating and analyzing the four primary categories which include our organization's ability to provide fire suppression, emergency communications, water supply system and community risk reduction. Verisk will assign a new Public Protection Classification Rating.
- Address and complete the recommendations and issues raised by the Fire Master Plan and present conclusions to City Council.

As part of Vision Goal #4 (Strengthen the economic health and vitality of the City) administer and deploy human and material resources within authorized budgets, operations plans and programs to enhance the service provided by the Fire-Rescue Department.

- Purchase, deploy and place in service a new Special Events Vehicle to increase Firefighting/Medical capabilities at all the City of Naples special events. The vehicle will be designed to move rapidly in narrow or limited space and be able to maneuver through a high capacity crowds and support all medical initiatives. The vehicle will have some firefighting capabilities and have the ability to respond and provide assistance at beach and water rescues.
- Complete the Fire-Rescue portable radios replacement program. This is the final year of a seven-year project. Fire-Rescue will replace the fire department special detail and spare radios. These are the portable radios used at special events and to replace frontline radios when they break; they are also used when extra staffing is required for large scale events and mutual aid responses.

FY17-18 Significant Budgetary Issues

The Fire-Rescue Department's budget for FY 17-18 is $9,832,028, an increase of $277,361 or 2.9% over the FY 16-17 adopted budget. Most of this increase is in Personal Services due to a proposed salary increase of 3.0% for all employees and an additional new position (Fire Inspector/Education Specialist). The purpose of the request for a Fire Inspector / Education Specialist is to improve and progress the department's goals of outreach, education and public safety.

Fire-Rescue Department's budget includes a line item entitled "NAA Overtime" for the contract for Aircraft Rescue and Firefighting for the Naples Airport Authority (NAA). The services provided are required by the FAA and are provided by City of Naples firefighters on overtime. This will be the second full fiscal year for this item, and at $457,450, this accounts for 4.6% of the budget.

Operating costs in the Fire-Rescue Department for FY 17-18 total $369,427, a decrease of $2,608 from FY 16-17, which includes the $266,976 reimbursement (contra-expense) from the Building Department for the Fire Inspectors. The Fire Department provides 3 certified Fire Inspectors to the Building Department, the cost of which is reimbursed through this contra-expense. Salaries make

up 96% of the Fire Department budget, but some of the other major expenses of the Fire Department are:

Vehicle Maintenance and Fuel	$255,000
Utilities	$38,725
Training and Education	$41,250
Software Maintenance	$62,450

FY 17-18 Capital Budget

The Fire Department has capital expenses budgeted in two places: The General Fund, and the Public Service Tax Fund. In the General Fund will be capital that does not qualify as a project or major capital acquisition (over $10,000). In the General fund, Capital Expenditures total $14,000 for fire service enhancements including additional Automatic External Defibrillators (AED), Opticom LED Emitters for fire apparatus, and a new mobile radio for SERV1. These items cost less than the established minimum ($10,000) for the Capital Improvement Program (CIP) threshold and are therefore not part of the CIP.

In the Public Service Tax fund, the major capital projects are budgeted, and these are listed at the end of this section. The budget for the Fire-Rescue Department capital projects is $3,235,000. Projects include construction services costs for Fire-Rescue Administrative Headquarters / Fire Station No. 1, renovations to the bays at Fire Station No. 2, portable radio replacement, and a new special events response vehicle.

General Fund
Fire-Rescue Department (continued)

2017-18 Performance Measures

City of Naples Fire-Rescue Department
2007 – 2016 Fire Operations Report

	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Building Fires	5	10	9	26	34	42	32	37	32	12
Vehicle Fires	10	10	6	5	14	15	9	21	10	11
Outside Equipment Fires	0	1	2	5	7	14	5	2	6	1
Cooking Fire, confined to container	~	~	~	~	~	~	~	~	~	8
Boat fires	~	~	~	~	~	~	~	~	~	3
Brush	16	8	10	12	33	19	16	30	34	29
Refuse/Rubbish Fires	9	8	8	9	7	4	7	5	11	12
Other Fires	9	5	3	4	2	2	0	3	3	1
Total Fires	**49**	**42**	**38**	**61**	**97**	**96**	**69**	**98**	**96**	**77**
Contents Loss Total Fire	$112,000	$236,733	$154,601	$1,108,200	$378,975	$29,205	$4,064,055.00	$686,500	$1,710,362	$90,737
Property Loss Total Fire	$605,200	$488,201	$462,002	$417,150	$979,000	$717,640	$661,075.00	$1,474,750	$6,698,051	$1,602,801
Contents Loss Total Non-Fire	$120	$0	$2,000	$45,275	$1,000	$200,000	$0.00	$16,000	$0	$2,500
Property Loss Total Non-Fire	$0	$2,000	$0	$60,000	$92,300	$100,000	$155,000.00	$20,000	$6,000	$55,000
Total Loss	**$717,320**	**$726,934**	**$618,603**	**$1,630,625**	**$1,451,275**	**$1,046,845**	**$4,880,130.00**	**$2,197,250**	**$8,414,413**	**$1,751,038**
Overpress Rupture, Explosion, Overheat	~	~	~	~	~	~	~	~	~	7
Hazardous Conditions	144	148	146	130	142	154	153	159	187	212
Service Calls	258	288	347	323	361	277	358	378	352	589
Good Intent Calls	302	346	294	247	231	231	238	282	252	249
Total Service Calls	**704**	**782**	**787**	**700**	**734**	**662**	**749**	**819**	**791**	**1057**
Dropped Incident Report	**65**	**39**	**3**	**56**	**62**	**84**	**86**	**81**	**64**	72
Alert 3 Airport Drill	**9**	**19**	**16**	**11**	**13**	**9**	**11**	**9**	**6**	**10**
Severe Weather / Lighting Strike	**1**	**4**	**1**	**2**	**0**	**3**	**2**	**1**	**1**	**50**
Malicious False Alarm	18	13	12	9	6	4	10	6	19	22
Other False Alarm	769	807	755	685	672	766	712	752	830	850
Total False Alarms	**787**	**820**	**767**	**694**	**678**	**770**	**722**	**758**	**849**	**872**
Medical Incident Responses	2587	2524	2598	2667	2997	2979	3007	3197	3450	3403
Vehicle Accidents	254	204	184	214	219	224	253	255	257	252
Extrications (Vehicle/Elevator)	70	78	44	64	60	72	63	62	61	60
Water Rescue	6	3	5	10	14	23	25	30	28	23
Electrical Rescues/High Angle	0	1	1	0	0	0	0	0	0	1
Total Medical Rescues	**2917**	**2810**	**2832**	**2955**	**3290**	**3298**	**3348**	**3544**	**3796**	**3739**
Patient Contacts	**2069**	**1755**	**1788**	**1868**	**2688**	**2656**	**2819**	**3194**	**3497**	**3633**
Mutual Aid Given	33	21	20	23	46	42	45	54	60	60
Mutual Aid Received	3	3	3	5	6	8	11	15	26	8
Total Mutual Aid Calls	**36**	**24**	**23**	**28**	**52**	**50**	**56**	**69**	**86**	**68**
Total Calls	**4467**	**4477**	**4441**	**4423**	**4812**	**4838**	**4901**	**5217**	**5539**	**5805**
Non-Medical Responses	**1880**	**1953**	**1843**	**1756**	**1815**	**1859**	**1894**	**2020**	**2089**	**2402**
% Medical Response	**57.91%**	**56.38%**	**58.50%**	**60.30%**	**62.28%**	**61.58%**	**61.35%**	**61.28%**	**62.29%**	**58.62%**
**12 vehicle fires (exposures) in 2014										
~ Previously not reported										

FUND: 001 GENERAL FUND

FIRE-RESCUE DEPARTMENT

FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE	FY 2018 Proposed
1	1	1	Fire Chief	134,227
0	1	1	Deputy Chief	127,925
4	4	4	Battalion Chief	440,200
1	1	1	Fire Marshall	85,233
12	12	12	Fire Lieutenants	988,888
39	39	39	Firefighters	2,306,210
5	6	6	Fire Inspectors	373,260
0	0	1	Fire Inspector/Education Specialist*	55,000
1	1	1	Administrative Coordinator	54,562
63	65	66		**$4,565,505**
			Regular Salaries	4,565,505
			Other Salaries	171,500
			State Incentive Pay	19,080
			Overtime	319,000
			Overtime NAA	457,450
			Special Event Pay	41,500
			Holiday Pay	199,779
			Fire Early retirement payment	57,135
			State Insurance Premium	835,000
			Employer Payroll Expenses	2,782,652
			Total Personal Services	**$9,448,601**

* Added Position

Fire Cost of 1994 Early Retirement Incentives:
$57,135 through Fiscal Year 2022

FISCAL YEAR 2017-18
BUDGET DETAIL
FIRE-RESCUE DEPARTMENT

001.0810.522

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	4,425,581	4,526,337	4,551,900	4,565,505	39,168
	New position of Fire Inspector/Education added for FY 17-18					
510300	OTHER SALARIES	174,762	169,114	169,500	171,500	2,386
	Emergency Services Team Supplements, longevity and shift stipends per contract					
510320	STATE INCENTIVE PAY	19,004	22,440	21,120	19,080	(3,360)
510330	EDUCATION REIMBURSEMENT	13,692	21,000	8,470	15,000	(6,000)
510400	OVERTIME	306,429	319,000	321,210	319,000	0
510410	SPECIAL EVENT OVERTIME	32,398	38,350	39,460	41,500	3,150
510420	HOLIDAY PAY	161,333	193,961	185,960	199,779	5,818
510440	NAA OVERTIME	344,646	470,400	405,390	457,450	(12,950)
	Overtime related to providing fire service at the Naples Airport Authority					
525010	FICA	403,542	323,377	401,517	353,146	29,769
525030	RETIREMENT CONTRIBUTIONS	1,420,489	1,373,072	1,334,795	1,519,261	146,189
525040	LIFE/HEALTH INSURANCE	804,093	825,146	825,146	887,565	62,419
525070	EMPLOYEE ALLOWANCES	5,632	4,800	4,800	7,680	2,880
525130	EARLY RETIREMENT INCENTIVE	57,135	57,135	57,135	57,135	0
525220	STATE INS. PREMIUM TAX	464,250	835,000	835,000	835,000	0
	TOTAL PERSONAL SERVICES	**$8,632,986**	**$9,179,132**	**9,161,403**	**$9,448,601**	**$269,469**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	19,507	15,300	14,776	17,850	2,550
	Small applicances, biohazard disposal supplies, oil dry, LP, Etc					
531000	PROFESSIONAL SERVICES	5,158	4,500	4,644	4,500	0
531040	OTHER CONTRACTUAL SVCS	45,186	46,650	73,286	62,450	15,800
	Image Trend, Telestaff, 800 MHZ Radio, Inspection Software, Target Solutions, Mobilize Inspection and PS Tracker					
534040	FIRE INSPECTOR REIMBURSE	0	(259,200)	(259,200)	(266,976)	(7,776)
540000	TRAINING, EDUC & TRAVEL	38,583	39,800	38,550	41,250	1,450
541000	COMMUNICATIONS	13,353	16,965	15,072	16,965	0
542100	EQUIP. SERVICES - REPAIRS	312,365	230,000	225,880	210,000	(20,000)
542110	EQUIP. SERVICES - FUEL	39,265	45,000	38,393	45,000	0
543010	ELECTRICITY	14,894	16,500	14,585	16,500	0
543020	WATER, SEWER, GARBAGE	16,792	17,225	19,861	22,225	5,000
544000	RENTALS & LEASES	7,416	7,600	7,600	7,600	0
	Copiers at the stations, boat slip					
546000	REPAIR AND MAINTENANCE	14,730	14,800	13,476	15,800	1,000
	Equipment maintenance, SCBA, SCUBA, AED, Fire Boat and general maintenance, etc					
546020	BUILDING MAINTENANCE	15,604	18,650	16,580	15,900	(2,750)
546140	HYDRANT MAINTENANCE	2,323	2,400	2,395	2,400	0
551000	OFFICE SUPPLIES	1,660	2,800	2,497	2,800	0
552000	OPERATING SUPPLIES	42,926	40,950	42,955	41,100	150
	Oxygen, disease control, rescue supplies, medical supplies, foam, oil dry, AED supplies, public education supplies					
552090	OPERATING SUPPLIES OTHER CLOTH	450	625	625	750	125
552070	UNIFORMS	19,327	24,665	25,005	26,450	1,785
552100	JANITORIAL SUPPLIES	7,902	8,500	9,241	9,000	500
552250	BUNKER GEAR	28,076	32,000	29,878	28,000	(4,000)
552260	FIRE HOSE & APPLIANCES	7,349	16,350	14,805	14,850	(1,500)
552270	SPECIALTY TEAM EQUIPMENT	23,784	25,000	25,788	25,350	350
554010	BOOKS/MEMBERSHIPS	4,853	4,955	4,302	9,663	4,708
	TOTAL OPERATING EXPENSES	**$681,504**	**$372,035**	**$380,994**	**$369,427**	**($2,608)**
NON-OPERATING EXPENSES						
560400	MACHINERY EQUIP	6,113	3,500	3,421	14,000	10,500
	AED Heart Starter; Mobile Radio, Opticom LED Emitters					
	TOTAL NON-OPERATING EXPENSES	**$6,113**	**$3,500**	**$3,421**	**$14,000**	**$10,500**
	TOTAL EXPENSES	**$9,320,603**	**$9,554,667**	**$9,545,818**	**$9,832,028**	**$277,361**

CAPITAL IMPROVEMENT PROJECTS
FIRE-RESCUE DEPARTMENT - PUBLIC SERVICE TAX FUND

CIP NUMBER	PROJECT DESCRIPTION	Requested 2017-18	2018-19	2019-20	2020-21	2021-22
15E15	Fire Station Design and Construction	2,860,000	2,755,000	0	0	0
16E22	Fire Station No. 2 Renovation	300,000	350,000	0	0	0
18E11	Portable Radios	35,000	0	0	0	0
18E23	Special Event Response Vehicle (SERV 2)	40,000	0	0	0	0
	Extrication Equipment	0	40,000	0	0	0
	Multimedia and AV equipment for EOC	0	0	175,000	0	0
	Opticom Traffic Preemption	0	55,000	0	0	0
	Fire Notebook Replacements	0	0	45,000	0	0
	Cylinders for SCBA	0	0	30,000	30,000	0
	Fitness Equipment for Wellness Program	0	0	50,000	0	0
	Bunker Gear Replacement	0	0	60,000	60,000	60,000
	Training Tower	0	0	150,000	150,000	0
	Heart Monitors	0	0	210,000	0	0
	Diesel Exhaust Source Capture System	0	0	90,000	0	0
	Emergency Call Stations with AED Access	0	0	100,000	100,000	0
	Certificate of Public Necessity Study	0	0	35,000	0	0
	Self Contained Breathing Apparatus	0	0	90,000	0	90,000
	Engine Co. 1 - Fully Equipped (Repl.)	0	0	0	750,000	0
	Training Center Renovations	0	0	0	20,000	20,000
	Lucas II Chest Compression Devices	0	0	0	48,000	48,000
	New Mobile Air Trailer	0	0	0	0	90,000
	CCEMS area upgrades at Fire Station #2	0	0	0	0	110,000
	EPIC Voice Amplifier	0	0	0	0	15,000
	Special Operations Response Vehicle	0	0	0	0	80,000
	Special Operations Trailers	0	0	0	0	150,000
	Multi-Force Training Doors	0	0	0	0	18,500
	Hazardous Identification Devices	0	0	0	0	125,000
	Live Fire Burn Trailer	0	0	0	0	155,000
TOTAL FIRE RESCUE		**3,235,000**	**3,200,000**	**1,035,000**	**1,158,000**	**961,500**

This page was left blank intentionally

General Fund

Community Services Department

Mission Statement
To provide exceptional parks, parkways, recreation, waterfront and building facilities, in a cost effective, efficient and professional manner, and to provide the citizens, employees and contractors with professional customer services.

Department Description

The Community Services Department consists of four major divisions

- Administration
- Facilities Maintenance
- Parks and Parkways
- Recreation

Administration is responsible for the management and oversight of all the department divisions, personnel management, community relations, long and short-term planning, providing staff support to the Community Services Advisory Board, coordinating City sponsored special events, processing special event applications from the non-profit and private sectors, managing and providing oversight for capital projects and managing various enterprise funds and special revenue funds including:

- Beach Fund – Maintenance
- Beach Fund – Naples Pier
- Beach Fund – Lowdermilk Park
- CRA - Maintenance
- Tennis Fund

Facilities Maintenance is responsible for the repair and maintenance of City owned facilities (other than Utilities Facilities) including the Naples Pier, the City parking garages and managing facilities capital projects.

Parks and Parkways is responsible for the care and maintenance of the City's beach areas, City's landscaped rights-of-ways, landscaped medians, 22,000 City owned trees, developing the City's Urban Forestry Plan, managing contractor services and managing multiple capital projects.

Recreation is responsible for developing, delivering and managing a broad range of recreation programs, athletic programs and special events. The Division is also responsible for managing the following recreation facilities:

- Anthony Park Center
- Cambier Park Performance Stage
- Naples Preserve
- Fleischmann Park Community Center, Fields and Courts
- Norris Center
- Johnny Nocera Skate Park
- River Park Aquatic Center
- River Park Community Center

2016-2017 Department Accomplishments

- Solicited public input for the Parks Master Plan by holding nine public meetings between October 2016 and February 2017 and collaborated with the CSAB to solicit additional public input between April and September 2017. Recommendations will be forwarded to City Council in FY18.
- Completed Tree Protection Ordinance for City Council approval.
- Completed design for Landings Park docks and boat ramps.
- Repaved walking path at Anthony Park.
- Assisted the Rowing Association of Naples with relocation to Anthony Park.
- Received Arbor Day recognition as a Tree City USA for the 20th consecutive year.
- Increased Pickleball Courts at Fleischmann Park from 4 to 6 courts.

- Replaced Fleischmann Park Baseball fences/netting on the North and South field to improve safety for players and spectators.
- Developed a parks/facilities inspection process.
- Reduced dependency on consulting project managers for CIP projects.
- Completed quarterly and annual recreation program reports.
- Developed quarterly Urban Forest Plan Reports for the CSAB.
- Completed sealing and striping of parking lots/areas funded in FY17 CIP.
- Completed City Hall flooring replacement.
- Completed structural improvements at the Lowdermilk Park pavilion.

2017-2018 Goals and Objectives

Administration:

1. **In accordance with Vision Goal 5 (Maintain and enhance governance capacity for public service and leadership):**
    a. Develop a plan for staff training and professional development that improves employee and organizational effectiveness and aids in successful planning and communication.
        i. Complete a staffing SWOT analysis.
        ii. Identify professional and technical strengths/weaknesses.
        iii. Develop training and credentialing program for staff at all levels of the department.
        iv. Prioritize training based on documented organizational weaknesses.
        v. Request funding for training, development and professional membership necessary to achieve this goal.
        vi. Implement plan.
    b. Initiate the process for department accreditation through the National Recreation and Park Association (NRPA) – Commission for Accreditation of Park and Recreation Agencies (CAPRA).
        i. Submit initial accreditation application.
        ii. Complete required Self-Assessment.
        iii. Complete Policies and Procedures Manual to NRPA accreditation standards.
        iv. Develop Vision Statement and Goals and Objectives as required by NRPA.
        v. Develop Strategic Plan.
        vi. Submit final accreditation application and prepare for NRPA's on-site evaluation.

2. **In accordance with Vision Goal 1 (Preserve the Town's distinctive character and culture):**
    a. Complete Parks and Recreation Master Plan in collaboration with staff, the CSAB and residents for City Council consideration and adoption.
    b. Complete plan for improving landscape character and site amenities for the City's beach access areas.

3. **In accordance with Vision Goal 2C (Make Naples the green jewel of southwest Florida – Establish more open and green space in the City):**
    a. Work collaboratively with the Streets and Stormwater Department to complete construction documents for Baker Park.
    b. Proactively seek grant, donor and sponsorship funding opportunities that may assist the City with the construction of Baker Park.
    c. Construct Baker Park.

General Fund

Community Services Department

Facilities Maintenance:

1. **In accordance with Vision Goal 5 (Maintain and enhance governance capacity for public service and leadership):**
    a. Complete all priority safety work orders within an average of 3 working days and all non-safety work orders within an average of 7 working days.
    b. Complete a long-term facilities plan in collaboration with other City Departments and Community Services staff that will conform with the CIP budget process.
    c. Develop energy saving and sustainable approaches to managing City facilities.
2. **In accordance with Vision Goal 1 (Preserve the Town's distinctive character and culture):**
    a. Implement an inspection process for all Park and Facility Signage to establish a basis for all signage designs as well as identify areas for Blue Zone signage for mapping/distance markers to help promote a healthy lifestyle.
        i. During Park inspections, identify all sign designs, locations, condition and placement.
        ii. Work collaboratively with other departments/divisions to establish basis for sign design standardization.
        iii. Create list for placement, removal, replacement, and refurbishing.

3. **In Accordance with Vision Goal 3A and 3C (Maintain an extraordinary quality of life for residents):**
    a. Monitor and maintain all City Playgrounds according to national playground safety standards.
    b. Monitor and maintain the Naples Pier, Lowdermilk Park, and City Beach Access areas to the highest possible level.
    c. Expeditiously manage Capital improvement Projects.

Parks and Parkways:

1. **In accordance with Vision Goal 1 (Preserve the Town's distinctive character and culture):**
    a. Update the Urban Forest Plan to include:
        i. Develop a removal and replacement plan for the exotic trees inventoried and the Urban Forest.
        ii. Discussion on the management of street tree stands that are in the decline stages. (examples are the Mahogany trees on 1st, 2nd, and 3rd Ave N.)
    b. Evaluate trees within the park systems for structure and growth space.
    c. Identify Canopy Street trees for designation.
        i. Provide Community outreach on street designations.
        ii. Request City Council designate the streets.

2. **In accordance with Vision Goal 2 (Make Naples the green jewel of Southwest Florida):**
    a. Develop landscape planting plans with increased Florida-friendly plant materials.
    b. Assess irrigation systems to reduce water consumption.

3. **In accordance with Vision Goal 5 (Maintain and enhance governance capacity for public service and leadership):**
    a. Strengthen tree protection ordinance compliance through collaboration with the Building Department and Code Enforcement.
    b. Collaborate with the Streets and Storm Water Department on City construction projects impacting the City's Urban Forest and public landscape.
    c. Competitively bid maintenance contacts as necessary to ensure the City receives high-quality and efficient contracted services at an affordable rate.

Recreation:

1. **In accordance with Vision Goal 5 (Maintain and enhance governance capacity for public service and leadership):**
    a. Develop quarterly program development plans for all recreation programs to be delivered by or through the City to ensure cost effective management of all recreation programming.
    b. Develop quarterly and annual reports for revenue/expenditures for each recreation program delivered by or through the City.
    c. Evaluate expiring contractual agreements to ensure partnership and service contracts are executed in the best interest of City residents.
    d. Evaluate all recreation program instructor services and remove all from City payroll on or before December 30, 2017 and place on independent contract no earlier than January 1, 2018.
    e. Evaluate all recreation program instructors and make sure they have performed a background check and fingerprint at their own expense according to State of Florida guidelines.
    f. Standardize recreation program instructors on payment schedule of 65%/35% by January 1, 2018.

2. **In accordance with Vision Goal 3A and 3C (Maintain an extraordinary quality of life for residents):**
    a. Develop a quarterly review of all recreational facilities and grounds with designated recreation staff and facilities staff by utilizing the established inspection process as determined by Community Services Department.
    b. Expeditiously manage capital improvement projects.
    c. Continually evaluate and seek opportunities to develop new recreation programming to meet the needs of residents in a cost-effective manner.
    d. Proactively seek grant, donor and sponsorship funding opportunities that may assist the City in the delivery of recreation programs.

2017-18 Significant Budgetary Issues

The FY 17-18 budget of the Community Services Department is $9,087,249, a $278,745 (3%) increase over the adopted budget of FY 16-17. The department has offsetting revenues from program income such as camp fees, tournaments, and the Skate Park donation.

Fees generated are typically designed to recover the direct costs of the program offered, not to offset the entire program and facility. The following summarizes the program income that helps offset the costs of the recreation locations:

General Fund

Community Services Department

	Division Revenue	Division Costs	Percent of Expense
Fleischmann Park	$435,000	$897,357	48%
Norris Community Center (Cambier)	$243,000	$496,617	49%
River Park, Anthony Park	$111,800	$713,383	16%
River Park, Aquatic Center (Pool)	$ 45,250	$373,056	12%

The revenues from the various programs cover only a portion of the costs of running those services and sites. Because many of the City's recreation programs have a "free" element, such as basketball courts or passive park areas, funding from alternate sources support facilities and programs. These sources include local taxes, state shared revenue, and funds from an inter-local agreement with Collier County.

The Community Services Department hires many temporary part-time positions for camp and recreational programming. Wages totaling approximately $460,951 are appropriated annually for approximately 66.5 temporary part-time positions. These positions include counselors, program aides, assistants, lifeguards and instructors. The actual number of positions varies, depending on the number of hours each employee can work. The wages are budgeted as part of "Other Salaries and Wages" but the positions do not show in the position summary as budgeted positions.

The number of employees in the Community Services Department increased by three Full-Time Equivalents. This includes two part-time positions at the Naples Preserve, which represents changing two temporary part-time positions to regular part-time (for a total of one Full Time Equivalent employee) and the addition of two Custodians. One Custodian is due to increased work requirements, and the second is a specific request by the Water Sewer Department to have a Custodian dedicated to all their facilities. The second is fully funded by the Water Sewer Department via the Administrative Service Charge.

There are several position changes throughout the Community Services Department, that will be noted below.

The **Administration** Division budget is $714,140, a $77,115 increase over the adopted budget of FY 16-17; the increase is primarily due to the absorption of bank service charge on customer credit card usage. Operating Expenditures are $150,355, a $66,850 increase over FY 16-17, $57,000 of the increase being the bank service charge for credit cards. Other significant expenditures are Operating Expenditures ($25,800) which is for advisory board expenses, special event advertisements and the Ambassador Program and Printing ($18,500) for brochures, fliers and promotional materials.

The **Parks and Parkways** Division, which maintains and beautifies City rights-of-way and medians, has a budget of $3,791,271, a $93,642 decrease from the adopted budget of FY16-17. In this Division, salary and benefits have decreased by $121,698, due to two positions being moved to other Community Services Divisions.

The Parks and Parkways staff maintains many City sites such as cul-de-sacs and beach accesses, and where appropriate, maintenance work is outsourced.

The largest item in this division's budget is "Other Contractual Services", budgeted at $1,901,734, representing a $33,764 increase.

The **Facilities Maintenance** Division budget is $1,995,497 or $223,936 more than FY 16-17. Personal Services of $1,017,585 increased $214,764 over FY 16-17, primarily due to adding a total of four (4) positions: two (2) Custodian positions, one (1) Tradesworker position, and one (1) Service Worker position. The two Custodian positions are new (additional) positions above the department's current staffing level, while the Tradesworker and Service Worker are reassigned from other divisions and retitled based on actual duties.

Operating Expenses are $977,912, an increase of $9,172 over FY 16-17. Contractual Services, which includes City wide pest control, air conditioning contract services, and elevator maintenance, is budgeted to increase by $20,900 over FY 16-17.

The **Recreation** Divisions' budgets are $2,586,341, representing a $73,686 increase over the FY 16-17 budget. This includes the expenses of Fleischmann Park, Cambier Park/Norris Center, River Park/ Anthony Parks, River Park Aquatic Center and Naples Preserve. The primary reason for the increase is the addition of 2 part-time staff positions at the Naples Preserves as well as an increase in Playhouse summer camp at the Norris Center.

There are 10.5 budgeted positions in the Recreation Divisions, compared to 9.5 in FY 16-17. As stated previously, there will now be two (2) part-time positions located at the Naples Preserve.

2017-18 Capital Improvement Projects

Capital projects for the Community Services Department are funded in the Public Service Tax/Capital Improvement Fund (Fund 340), and are also listed at the end of this section. The budgeted capital cost is $1,252,800. This budget is $271,700 less than what was presented in the FY 18-22 Capital Improvement Plan, due to the reduction of the Parking Lot Maintenance Project from $200,700 to $60,000 and the reduction of the Fleishmann Park Project by $123,000 for the Air Conditioning portion of the project.

2017-18 Performance Measures and Benchmarking

ATHLETICS:

BENCHMARKS	City of Naples	Collier County	Lee County	Cape Coral	Vero Beach
Coed Softball Adult	17 Teams $595	32 Teams $700	28 Teams $525	40 Teams $500	N/A
Ultimate Frisbee Adult	20 / $30	NA	NA	NA	20 / $0
Martial Arts Adult/Youth	25 / $64	16 / $20-$60	72 / $47	NA	0 / $60
Soccer Youth	24 / $80	160 / $40-$50	415 / $199	NA	NA
Flag Football Youth	40 / $85	N/A	60 / $75	70 / $80 R $104 NR	40 players $60
Sports Camps Youth	102 / $110	34 / $80	NA	NA	2 / $90 R $105 NR

General Fund

Community Services Department

PERFORMANCE MEASURES	Actual 2013-14	Actual 2014-2015	Actual 2015-2016	Projected 2016-2017
Leagues Adult – Teams	32	68	20	20
Leagues Youth – Teams	85	85	90	90
Tournament Adult - Teams	32	28	20	20
Tournament Youth - Teams	14	14	40	40
Pickleball Adult - Members	118	165	125	126
Camps, Classes - Participants	1700	1900	2000	2000

THE EDGE JOHNNY NOCERA SKATE PARK:

BENCHMARKS	City of Naples	East Naples (Velocity)	Golden Gate (Wheels)	Bonita Springs
Annual Fee	$60/ea; $120 family $60/6 month FL Res.	NA	$10 / $25	$20
Visitor Fee	$20 / day	NA	$5 / day	$5
Size	40,000	NA	20,000	18,000
Members	839	NA	1200	250

PERFORMANCE MEASURES	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	Projected 2017-2018
Campers	50	80	80	80
Special Events	350	350	350	350

RECREATION:

BENCHMARKS	Lee County- 3 centers	Collier County- Golden Gate Community Center	Vero Beach	City of Naples Fleischmann Park, River Park and Norris Center
After School Programs # kids registered	540	35	0	30 RP 42 FP
Summer Day camp # kids registered	1125	160	300	80 RP
Specialty Camps # camps offered	4	2	2	9 RP 26 NC 118 FP
Toddler Recreation Classes offered weekly	5	0	5	2 FP
Gymnastics Classes offered weekly	2	1	6	7 FP
Dance Classes (all ages) offered weekly	5	2	14	7 RP 10 FP
Martial Arts Classes (all ages) offered weekly	6	1	1	2 FP
Special Events (annual)	6	5	5	2 RP 2 FP
Art classes	6	0	2	2 RP 3 NC
Fitness/aerobics/Yoga classes	4	3	7	6 RP 3 FP
Productions/theater/music	0	1	0	7 RP 185 NC

General Fund

Community Services Department

PERFORMANCE MEASURES		Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	Projected 2017-2018
After school	FP	30	46	45	42
# Participants RP/AP (Drop in only)		38	33	41	35
Summer Day Camp	RP/AP	93	94	80	82
# Participants					
Specialty Camps	FP	115	115	115	118
# camps offered	RP/AP	7	5	6	11
	RPAC	2	4	3	2
	NC	28	25	25	26
Meetings, clubs	FP	3	2	2	2
	RP/AP	8	8	8	8
	NC	13	13	13	12
Gymnastics	FP	10	9	9	10
# classes per month					
Dance Classes	FP	2	5	5	10
Kids and adults	RP/AP	7	5	7	6
Per session	NC	1	4	4	0
Martial Arts	FP	2	2	2	2
# classes offered per session					
Swim Team	RPAC	35	42	42	42
# of Participants					
Swim Lessons	RPAC	495	650	650	650
# of Participants					
Special Events:					
# of participants					
Outdoor Movie Nights	NC	1800	0	0	0
Santa's Visit	RP	179	159	165	295
Back to School Bash	RP	97	208	175	208
Yard Sale (2 per year)	FP	2000	2000	2000	1500

FP = Fleischmann Park
RP = River Park
RP/AP = River Park and Anthony Park
RPAC = River Park Aquatic Center
NC = Norris Center/Cambier Park

FUND: 001 GENERAL FUND

COMMUNITY SERVICES
FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE	FY 2018 Proposed
			ADMINISTRATION - 0901	
1	1	1	Community Services Director	134,227
1	1	1	Deputy Director	118,228
1	1	1	Community Service Coordinator	56,199
2	2	2	Administrative Specialist II	91,429
5	5	5		400,083
			PARKS & PARKWAYS - 0913	
1	1	1	P & P Operations Superintendent	84,872
1	1	1	Parks & Parkways Supervisor	53,693
1	1	1	Contract Services Manager	67,753
2	2	2	Sr Landscape Technician	88,289
4	4	4	Irrigation Technicians	201,717
7	7	5	Landscape Technician II/III	188,329
16	16	14		684,653
			FACILITIES MAINTENANCE - 0917	
0	1	1	Facilities Maintenance Superintendent	77,250
1	1	1	Facilities Maintenance Supervisor	60,497
5	5	7	Custodians**	236,326
4	4	5	Tradesworker	213,269
1	1	2	Service Worker III	71,147
11	12	16		$658,489
			RECREATION/FLEISCHMANN PARK - 0925	
0	0.5	0.5	Parks and Recreation Manager	40,885
1	1	1	Athletic Supervisor	63,684
2	1	1	Recreation Supervisor	66,008
3	2.5	2.5		170,577
			RECREATION/CAMBIER PARK & NORRIS - 0926	
1	0.5	0.5	Parks and Recreation Manager	40,885
1	1	1	Recreation Coordinator	41,403
0	1	1	Recreation Supervisor	46,287
2	2.5	2.5		128,575

50% of the Parks and Recreation Manager is in Fleischmann Park 0925 and 50% is in Cambier Park

			RECREATION/ RIVER PARK & ANTHONY PARK - 0927	
1	1	1	Parks and Recreation Manager	77,116
0.5	1	1	Recreation Coordinator	36,839
1	1	1	Recreation Supervisor	64,080
2.5	3	3		178,035

FUND: 001 GENERAL FUND

COMMUNITY SERVICES
FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE	FY 2018 Proposed
			RECREATION/ AQUATIC CENTER - 0929	
0	0.5	0.5	Recreation Coordinator	17,363
1	1	1	Aquatic Supervisor	50,580
1	1.5	1.5		$67,943
			NAPLES PRESERVE	
0	0	1	2 Part-Time Staff	41,650
0	0	1		$41,650
40.5	**42.5**	**45.5**	**Regular Salaries**	**$2,330,005**
			Other Salaries & Wages	460,951
			Overtime	54,723
			Employer Payroll Expenses	1,045,595
			Total Personal Services	**$3,891,274**
			Other positions managed by Community Services:	
6.8	6.8	8.0	Beach fund (Fund 430)	
4.0	4.0	4.0	Naples Tennis fund (Fund 480)	
3.0	3.0	3.0	Naples CRA Maintenance (Fund 180)	
0.0	0.0	1.0	Baker Park (Project Manager)	
54.3	**56.3**	**61.5**	**Total**	

FISCAL YEAR 2017-18
BUDGET DETAIL
COMMUNITY SERVICES
DEPARTMENT SUMMARY

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	2,016,863	2,183,322	2,183,322	2,330,005	146,683
510300	OTHER SALARIES	451,641	518,031	503,591	460,951	(57,080)
510330	EDUCATION REIMBURSEMENT	0	0	1,380	0	0
510400	OVERTIME	27,981	53,129	50,329	54,723	1,594
525010	FICA	182,601	154,920	154,920	172,129	17,209
525030	RETIREMENT CONTRIBUTIONS	270,048	291,503	270,575	299,724	8,221
525040	LIFE/HEALTH INSURANCE	458,883	551,391	540,457	557,062	5,671
525070	EMPLOYEE ALLOWANCES	14,676	13,800	13,800	16,680	2,880
	TOTAL PERSONAL EXPENSES	**3,422,693**	**3,766,096**	**3,718,374**	**3,891,274**	**125,178**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	546,258	705,800	649,000	650,813	(54,987)
530200	FIELD TRIPS	8,067	10,000	10,000	10,000	0
531010	PROFESSIONAL SERVICES	293,974	283,500	365,500	434,200	150,700
531040	OTHER CONTRACTUAL SVCS	1,622,314	2,222,470	2,196,200	2,225,959	3,489
530110	DOG PARK OPERATING COSTS	14,541	0	14,000	15,000	15,000
531230	CULTURAL ARTS - THEATRE	20,395	35,000	35,000	35,000	0
540000	TRAINING & TRAVEL COSTS	10,345	19,950	15,900	35,720	15,770
541000	COMMUNICATIONS	17,672	63,700	57,800	49,234	(14,466)
542000	TRANSPORTATION	23,569	23,000	18,000	15,600	(7,400)
542100	EQUIP. SERVICES - REPAIRS	135,362	118,200	118,200	117,600	(600)
542110	EQUIP. SERVICES - FUEL	45,772	54,400	54,400	56,000	1,600
543010	ELECTRICITY	273,907	366,738	360,198	381,340	14,602
543020	WATER, SEWER, GARBAGE	459,191	452,710	455,710	466,341	13,631
544000	RENTALS & LEASES	4,671	12,000	7,800	8,500	(3,500)
544020	EQUIPMENT RENTAL	4,327	6,000	6,000	10,000	4,000
546000	REPAIR AND MAINTENANCE	13,920	26,000	26,000	24,000	(2,000)
546340	REPAIR & MAINT LEVEL OF SERV	292,558	425,000	419,500	452,000	27,000
547000	PRINTING AND BINDING	17,653	18,815	18,000	18,500	(315)
547020	ADVERTISING (NON-LEGAL)	19,983	14,000	14,000	16,500	150
547060	DUPLICATING	72	6,000	6,000	6,800	800
549050	SPECIAL EVENTS	15,012	18,000	18,000	18,000	0
551000	OFFICE SUPPLIES	18,657	32,200	29,700	23,200	(9,000)
552070	UNIFORMS	18,084	26,850	21,900	25,853	(997)
552100	JANITORIAL SUPPLIES	28,108	45,000	45,000	45,000	0
552410	POOL-OPERATING SUPPLIES	31,673	50,000	50,000	50,000	0
552420	BAND SHELL SUPPLIES	1,630	0	0	0	0
554010	MEMBERSHIPS	3,621	4,725	4,335	4,815	90
	TOTAL OPERATING EXPENSES	**3,941,336**	**5,040,058**	**5,016,143**	**5,195,975**	**153,567**
NON-OPERATING EXPENSES						
560200	CAPITAL OUTLAY	26,723	0	15,616	0	0
	NON-OPERATING EXPENSES	**26,723**	**0**	**15,616**	**0**	**0**
	TOTAL EXPENSES	**$7,390,753**	**$8,806,154**	**$8,750,133**	**$9,087,249**	**$278,745**

FISCAL YEAR 2017-18
BUDGET DETAIL
COMMUNITY SERVICES
ADMINISTRATION

001.0901.572

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	422,360	388,428	388,428	400,083	11,655
510300	PERSONAL SERVICES/ OTHER	0	11,520	10,140	11,520	0
510330	EDUCATION REIMBURSEMENT	0	0	1,380	0	0
510400	OVERTIME	938	1,200	1,200	1,236	36
525010	FICA	30,235	27,898	27,898	28,882	984
525030	RETIREMENT CONTRIBUTIONS	51,052	48,463	48,463	44,364	(4,099)
525040	LIFE/HEALTH INSURANCE	63,601	65,331	65,331	67,020	1,689
525070	EMPLOYEE ALLOWANCES	10,788	10,680	10,680	10,680	0
	TOTAL PERSONAL SERVICES	**578,974**	**553,520**	**553,520**	**563,785**	**10,265**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	26,620	28,000	28,000	25,800	(2,200)
	Board costs, mail charges, Ambassador Program, special event ads					
531001	PROF SERV/CREDIT CARD	47,023	0	57,000	57,000	57,000
	Formerly charged against revenue, this expense is now being budgeted in its own line expense line item					
530110	DOG PARK OPERATING COSTS	14,541	0	14,000	15,000	15,000
	Formerly unbudgeted, this line item is fully refunded by dog park donations.					
531040	OTHER CONTRACTUAL SVCS	19,729	6,500	6,500	10,000	3,500
	Copier maintenance and annual recreation software maintenance					
540000	TRAINING & TRAVEL COSTS	2,771	5,050	3,500	7,000	1,950
541000	COMMUNICATIONS	547	1,000	900	950	(50)
543010	ELECTRICITY	5,097	6,840	6,500	7,045	205
547000	PRINTING AND BINDING	17,653	18,815	18,000	18,500	(315)
	Printing three seasonal brochures, fliers and promotional materials					
551000	OFFICE SUPPLIES	4,814	14,500	12,000	6,000	(8,500)
	Furniture					
552070	UNIFORMS AND OTHER CLOTHING	553	750	700	750	0
	Shirts and Uniforms for administrative staff					
554010	MEMBERSHIPS	2,055	2,050	2,000	2,310	260
560400	CAPITAL OUTLAY EQUIPMENT	0	0	5,723	0	0
	TOTAL OPERATING EXPENSES	**141,405**	**83,505**	**154,823**	**150,355**	**66,850**
	TOTAL EXPENSES	**$720,379**	**$637,025**	**$708,343**	**$714,140**	**$77,115**

FISCAL YEAR 2017-18
BUDGET DETAIL
COMMUNITY SERVICES
PARKS & PARKWAYS

001.0913.572

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	705,482	759,002	759,002	684,653	(74,349)
	Two positions moved to another Community Services Division					
510400	OVERTIME	4,430	17,300	14,500	17,819	519
525010	FICA	51,532	55,199	55,199	50,194	(5,005)
525030	RETIREMENT CONTRIBUTIONS	92,559	105,428	84,500	88,633	(16,795)
525040	LIFE/HEALTH INSURANCE	171,699	202,434	191,500	174,686	(27,748)
525070	EMPLOYEE ALLOWANCES	2,424	1,680	1,680	3,360	1,680
	TOTAL PERSONAL SERVICES	**1,028,127**	**1,141,043**	**1,106,381**	**1,019,345**	**(121,698)**
OPERATING EXPENSES						0
530000	OPERATING EXPENDITURES	268,701	295,800	284,000	287,600	(8,200)
	Mulch, Landscaping and Playground: Nursery Stock; Fertilizer and Chemicals; Irrigation Supplies; Fill; Sod: Hardware and Safety Equipment					
531020	PROFESSIONAL SERVICES	0	15,000	15,000	15,000	0
	Outsource design work					
531040	OTHER CONTRACTUAL SVCS	1,372,806	1,867,970	1,842,000	1,901,734	33,764
	Tree/Palm Trimming, Mulch, Pest Control and Fertilization					0
540000	TRAINING & TRAVEL COSTS	1,935	5,000	2,500	5,000	0
541000	COMMUNICATIONS	883	7,600	4,500	1,100	(6,500)
542100	EQUIP. SERVICES - REPAIRS	105,346	95,000	95,000	95,000	0
542110	EQUIP. SERVICES - FUEL	32,374	40,000	40,000	40,000	0
543010	ELECTRICITY	20,290	34,200	28,000	35,568	1,368
543020	WATER, SEWER, GARBAGE	299,782	288,000	291,000	296,208	8,208
544000	RENTALS & LEASES	2,072	6,000	2,800	6,000	0
546340	REPAIR & MAINT LEVEL OF SERV	34,967	75,000	69,500	75,000	0
551000	OFFICE SUPPLIES	2,594	3,000	3,000	3,000	0
552070	UNIFORMS	6,028	10,300	7,200	9,806	(494)
554010	MEMBERSHIPS	926	1,000	1,000	910	(90)
	TOTAL OPERATING EXPENSES	**2,148,704**	**2,743,870**	**2,685,500**	**2,771,926**	**28,056**
NON-OPERATING EXPENSES						
560400	MACHINERY EQUIP	8,233		9,893	0	0
	NON-OPERATING EXPENSES	**8,233**	**0**	**9,893**	**0**	**0**
	TOTAL EXPENSES	**$3,185,063**	**$3,884,913**	**$3,801,774**	**$3,791,271**	**($93,642)**

FISCAL YEAR 2017-18
BUDGET DETAIL
COMMUNITY SERVICES
FACILITIES MAINTENANCE

001.0917.519

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	436,307	513,577	513,577	658,489	144,912
510300	OTHER SALARIES	5,694	12,915	12,915	13,302	387
	Standby pay					
510400	OVERTIME	5,336	16,064	16,064	16,546	482
525010	FICA	32,234	31,096	31,096	47,751	16,655
525030	RETIREMENT CONTRIBUTIONS	58,940	59,613	59,613	85,301	25,688
525040	LIFE/HEALTH INSURANCE	136,912	169,076	169,076	194,516	25,440
525070	EMPLOYEE ALLOWANCE	488	480	480	1,680	1,200
	TOTAL PERSONAL SERVICES	**675,911**	**802,821**	**802,821**	**1,017,585**	**214,764**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	157,237	270,000	225,000	225,100	(44,900)
	Carpet cleaning, maintenance supplies, construction material, minor repair items					
	PROFESSIONAL SERVICES	0	0	0	25,000	25,000
531040	OTHER CONTRACTUAL SVCS	216,240	275,000	275,000	295,900	20,900
	City wide pest control, window cleaning, elevator maintenance, A/C contract services					
540000	TRAVEL AND TRAINING	116	3,500	3,500	3,500	0
	Training for Facilities Maintenance staff					
541000	COMMUNICATIONS	313	4,200	1,500	1,500	(2,700)
542100	EQUIP. SERVICES - REPAIRS	19,688	19,000	19,000	19,000	0
542110	EQUIP. SERVICES - FUEL	12,098	12,000	12,000	14,000	2,000
543010	ELECTRICITY	80,280	91,200	91,200	94,850	3,650
	Electricity at City Hall locations and 13th St Warehouse					
543020	WATER, SEWER, GARBAGE	69,246	69,290	69,290	71,265	1,975
544020	EQUIPMENT RENTAL	4,327	6,000	6,000	10,000	4,000
546340	REPAIR & MAINT LEVEL OF SERV	95,964	165,000	165,000	165,000	0
552070	UNIFORMS AND OTHER CLOTHING	4,263	8,300	6,500	7,547	(753)
552100	JANITORIAL SUPPLIES	28,108	45,000	45,000	45,000	0
554010	MEMBERSHIPS	0	250	250	250	0
	TOTAL OPERATING EXPENSES	**687,880**	**968,740**	**919,240**	**977,912**	**9,172**
NON-OPERATING EXPENSES						
560400	MACHINERY EQUIP	18,490	0	0	0	0
	NON-OPERATING EXPENSES	**18,490**	**0**	**0**	**0**	**0**
	TOTAL EXPENSES	**$1,382,282**	**$1,771,561**	**$1,722,061**	**$1,995,497**	**$223,936**

FISCAL YEAR 2017-18
BUDGET DETAIL
COMMUNITY SERVICES
RECREATION/FLEISCHMANN PARK

001.0925.572

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	122,235	159,159	159,159	170,577	11,419
510300	OTHER SALARIES (TEMPS)	102,010	129,180	129,180	76,543	(52,637)
	Temporary employees; Decrease is due to increase in outsourcing contracted programs					
510400	OVERTIME	4,331	6,000	6,000	6,180	180
525010	FICA	17,058	13,888	13,888	14,702	815
525030	RETIREMENT CONTRIBUTIONS	21,395	27,647	27,647	27,286	(361)
525040	LIFE/HEALTH INSURANCE	27,072	42,005	42,005	43,649	1,645
525070	EMPLOYEE ALLOWANCES	0	0	0	0	0
	TOTAL PERSONAL SERVICES	**294,101**	**377,877**	**377,877**	**338,937**	**(38,940)**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	37,959	35,000	35,000	35,420	420
530210	FIELD TRIPS-FLEISCHMANN	0	0	0	0	0
531010	PROFESSIONAL SERVICES	188,544	230,000	230,000	230,000	0
	Instructors and teachers for specialty classes i.e. art, gymnastics or dance, repaid with fees.					
531040	OTHER CONTRACTUAL SVCS	7,861	25,500	25,500	5,500	(20,000)
	Konica copier lease; installation of fiber and equipment for wifi service in community center and park					
540000	TRAINING & TRAVEL COSTS	830	1,200	1,200	2,700	1,500
541000	COMMUNICATIONS	1,510	15,000	15,000	13,580	(1,420)
	Comcast fiber optics cable and Verizon cell phone; wifi service $1000/mo=$12,000					
542000	TRANSPORTATION	2,284	3,000	3,000	2,500	(500)
	Summer van rental (camps)					
542100	EQUIP. SERVICES - REPAIRS	5,157	3,000	3,000	3,000	0
542110	EQUIP. SERVICES - FUEL	685	1,500	1,500	1,500	0
543010	ELECTRICITY	89,439	119,700	119,700	124,488	4,788
543020	WATER, SEWER, & GARBAGE	53,875	55,432	55,432	57,012	1,580
544000	RENTALS & LEASES	1,854	2,500	1,500	0	(2,500)
	Summer Camp Bash and Go Skate Day rentals i.e. rock climbing wall, Kona ice machine rental, and DJ					
546000	REPAIR & MAINTENANCE	13,920	24,000	24,000	24,000	0
	Maintenance for skate park, football and baseball fields					
547020	ADVERTISING (NON-LEGAL)	3,533	3,500	3,500	3,650	150
	Advertising programs for Fleischmann, Skate Park and athletics					
546340	REPAIR & MAINT LEVEL OF SERV	46,485	50,000	50,000	50,000	0
551000	OFFICE SUPPLIES	4,000	4,000	4,000	3,500	(500)
552070	UNIFORMS & OTHER CLOTHING	1,377	1,500	1,500	1,250	(250)
554010	MEMBERSHIPS	320	500	500	320	(180)
560300	CAPITAL IMPROVEMENT/OTHER	0	0	0	0	0
	TOTAL OPERATING EXPENSES	**459,633**	**575,332**	**574,332**	**558,420**	**(16,912)**
	TOTAL EXPENSES	**$753,734**	**$953,209**	**$952,209**	**$897,357**	**($55,852)**

FISCAL YEAR 2017-18
BUDGET DETAIL
COMMUNITY SERVICES
RECREATION/CAMBIER PARK & NORRIS CENTER

001.0926.572

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	118,872	125,396	125,396	128,575	3,180
510300	OTHER SALARIES-TEMP	33,985	43,060	30,000	28,430	(14,630)
	Temporary employees					
510400	OVERTIME	2,013	1,500	1,500	1,545	45
525010	FICA	11,407	9,298	9,298	9,532	235
525030	RETIREMENT CONTRIBUTIONS	16,724	16,976	16,976	16,454	(522)
525040	LIFE/HEALTH INSURANCE	26,357	27,312	27,312	23,583	(3,729)
525070	EMPLOYEE ALLOWANCES	488	480	480	480	0
	TOTAL PERSONAL SERVICES	**209,845**	**224,020**	**210,960**	**208,599**	**(15,421)**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	10,358	15,000	15,000	14,893	(107)
	Costs of classes and events					
531010	PROFESSIONAL SERVICES	56,723	35,000	60,000	78,400	43,400
	Theatre and Science camps. Gulfshore. Increase in Playhouse summer camp.					
531040	OTHER CONTRACTUAL SVCS	1,567	19,000	19,000	2,175	(16,825)
	Copier lease $1515 and maintenance $660					
531230	CULTURAL ARTS THEATRE	20,395	35,000	35,000	35,000	0
540000	TRAINING & TRAVEL COSTS	698	2,000	2,000	6,600	4,600
	CPR/First Aid and local FRPA meetings					
541000	COMMUNICATIONS	1,772	16,500	16,500	13,545	(2,955)
	Comcast Fiber Optic Lease and Verizon cell phones. Wifi service - $12,000 ($1,000/month).					
542000	TRANSPORTATION - BUSES	8,000	5,000	0	0	(5,000)
543010	ELECTRICITY	35,458	51,300	51,300	53,352	2,052
543020	WATER, SEWER, & GARBAGE	3,273	5,200	5,200	5,348	148
544000	RENTALS & LEASES	0	1,000	1,000	0	(1,000)
546340	REPAIR & MAINT LEVEL OF SERV	40,141	60,000	60,000	60,000	0
547020	ADVERTISING (NON-LEGAL)	14,483	8,500	8,500	8,500	0
547060	DUPLICATING	0	5,000	5,000	5,000	0
551000	OFFICE SUPPLIES	1,705	4,500	4,500	3,500	(1,000)
552070	UNIFORMS & OTHER CLOTHING	1,000	1,000	1,000	1,000	0
552420	BAND SHELL OPERATING SUPPLIES	1,630	0	0	0	0
554010	MEMBERSHIPS	0	325	325	705	380
	TOTAL OPERATING EXPENSES	**197,204**	**264,325**	**284,325**	**288,018**	**23,693**
	TOTAL EXPENSES	**$407,049**	**$488,345**	**$495,285**	**$496,617**	**$8,272**

FISCAL YEAR 2017-18
BUDGET DETAIL
COMMUNITY SERVICES
RECREATION/RIVER PARK & ANTHONY PARK

001.0927.572

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
5E+05	REGULAR SALARIES & WAGES	163,870	171,797	171,797	178,035	6,238
5E+05	OTHER SALARIES	206,786	197,635	197,635	201,588	3,953
	Temporary counselors; Decrease is due to increase in outsourcing contracted programs					
5E+05	OVERTIME	7,489	7,765	7,765	7,998	233
5E+05	FICA	28,375	12,578	12,578	12,767	189
5E+05	RETIREMENT CONTRIBUTIONS	23,152	24,932	24,932	24,643	(289)
5E+05	LIFE/HEALTH INSURANCE	26,649	38,316	38,316	46,743	8,427
5E+05	EMPLOYEE ALLOWANCES	488	480	480	480	0
	TOTAL PERSONAL SERVICES	**456,810**	**453,503**	**453,503**	**472,254**	**18,751**
OPERATING EXPENSES						
5E+05	OPERATING EXPENDITURES	26,600	35,000	35,000	35,000	0
5E+05	FIELD TRIPS	8,067	10,000	10,000	10,000	0
5E+05	PROFESSIONAL SERVICES	1,683	3,500	3,500	28,000	24,500
	Funding for Independent Contract instructors covered by fees.					
5E+05	OTHER CONTRACTUAL SVCS	3,103	22,500	22,500	5,500	(17,000)
	Kinolta copier lease $4000, Water cooler svc $650, Kitchen cleaning & maintenance $850					
5E+05	TRAINING & TRAVEL COSTS	2,321	2,000	2,000	7,670	5,670
5E+05	COMMUNICATIONS	11,191	17,000	17,000	16,259	(741)
	Comcast Fiber Optic Lease and Verizon cell phones. Wifi service - $12,000 ($1,000/month).					
5E+05	TRANSPORTATION	13,285	15,000	15,000	13,000	(2,000)
5E+05	EQUIP. SERVICES - REPAIRS	5,172	1,200	1,200	600	(600)
5E+05	EQUIP. SERVICES - FUEL	615	900	900	500	(400)
5E+05	ELECTRICITY	17,927	28,500	28,500	29,640	1,140
5E+05	WATER, SEWER, & GARBAGE	17,618	17,056	17,056	18,300	1,244
5E+05	RENTALS & LEASES	745	2,500	2,500	2,500	0
5E+05	REPAIR & MAINT LEVEL OF SERV	45,000	45,000	45,000	45,000	0
5E+05	ADVERTISING (NON-LEGAL)	1,966	2,000	2,000	2,000	0
5E+05	DUPLICATING	72	1,000	1,000	800	(200)
5E+05	SPECIAL EVENTS	15,012	18,000	18,000	18,000	0
	Cultural Heritage, Back to School Bash, Santa's Visit					
6E+05	OFFICE SUPPLIES	4,683	5,200	5,200	5,200	0
6E+05	UNIFORMS	2,941	3,000	3,000	3,000	0
6E+05	MEMBERSHIPS	320	500	160	160	(340)
	TOTAL OPERATING EXPENSES	**178,322**	**229,856**	**229,516**	**241,129**	**11,273**
	TOTAL EXPENSES	**$635,132**	**$683,359**	**$683,019**	**$713,383**	**$30,024**

FISCAL YEAR 2017-18
BUDGET DETAIL
COMMUNITY SERVICES
RECREATION/RIVER PARK AQUATIC CENTER

001.0929.572

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	47,735	65,964	65,964	67,943	1,979
510300	OTHER SALARIES	103,166	123,721	123,721	129,568	5,847
	Lifeguards, Lead Lifeguard, Water Safety Instructors, Pool Assistant					
510400	OVERTIME	3,445	3,300	3,300	3,399	99
525010	FICA	11,760	4,964	4,964	5,115	151
525030	RETIREMENT CONTRIBUTIONS	6,227	8,445	8,445	8,045	(400)
525040	LIFE/HEALTH INSURANCE	6,592	6,918	6,918	6,865	(53)
	TOTAL PERSONAL SERVICES	**$178,925**	**$213,312**	**$213,312**	**$220,935**	**7,623**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	6,897	15,000	15,000	15,000	0
531040	OTHER CONTRACTUAL SVCS	609	1,000	700	700	(300)
540000	TRAINING & TRAVEL COSTS	1,673	1,200	1,200	1,750	550
541000	COMMUNICATIONS	208	400	400	300	(100)
543010	ELECTRICITY	22,958	31,920	31,920	33,196	1,276
543020	WATER, SEWER, & GARBAGE	12,392	15,600	15,600	16,015	415
546340	REPAIR & MAINT LEVEL OF SERV	30,000	30,000	30,000	32,000	2,000
551000	OFFICE SUPPLIES	861	1,000	1,000	1,000	0
552070	UNIFORMS/OTHER CLOTHING	1,922	2,000	2,000	2,000	0
552410	POOL OPERATING SUPPLIES	31,673	50,000	50,000	50,000	0
554010	MEMBERSHIPS	0	100	100	160	60
	TOTAL OPERATING EXPENSES	**109,192**	**148,220**	**147,920**	**152,121**	**3,901**
	TOTAL EXPENSES	**$288,117**	**$361,532**	**$361,232**	**$373,056**	**11,524**

FISCAL YEAR 2017-18
BUDGET DETAIL
COMMUNITY SERVICES
RECREATION/NAPLES PRESERVE

001.0963.572

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
OPERATING EXPENSES						
510200	REGULAR SALARIES & WAGES	0	0	0	41,650	41,650
	Part time staff					
525010	FICA	0	0	0	3,186	3,186
525030	RETIREMENT CONTRIBUTIONS	0	0	0	4,998	4,998
530000	OPERATING EXPENDITURES	11,885	12,000	12,000	12,000	0
	Miscellaneous supplies and equipment, office supplies, Preserve brochure, and special event supplies.					
531010	PROFESSIONAL SVCS	0	0	0	800	800
	Animal events at ShyWolf Sancutary ($500), guest speakers ($300)					
531040	OTHER CONTRACTUAL SVCS	400	5,000	5,000	4,450	(550)
	Maintenance such as carpet cleaning and horticultural pickup					
540000	TRAVEL AND TRAINING	0	0	0	1,500	1,500
	Golpher Tortoise/FWC/Licenses ($1,000), Volunteer Training ($500)					
541000	COMMUNICATIONS	1,248	2,000	2,000	2,000	0
542000	TRANSPORTATION COST	0	0	0	100	100
543010	ELECTRICITY	2,459	3,078	3,078	3,201	123
543020	WATER, SEWER, AND GARBAGE	3,005	2,132	2,132	2,193	61
546000	REPAIR & MAINTENANCE	0	2,000	2,000	0	(2,000)
546340	REPAIR & MAINTENANCE LEVEL OF SVC	0	0	0	25,000	25,000
	Update kiosk in Hedges Center ($5,000), vegetation management former CIP ($20,000)					
547020	ADVERTISING (NON-LEGAL)	0	0	0	2,350	2,350
547060	DUPLICATING	0	0	0	1,000	1,000
551000	OFFICE SUPPLIES	0	0	0	1,000	1,000
552070	UNIFORMS	0	0	0	500	500
	TOTAL OPERATING EXPENSES	**18,997**	**26,210**	**26,210**	**105,928**	**79,718**
	TOTAL EXPENSES	**$18,997**	**$26,210**	**$26,210**	**$105,928**	**$79,718**

CAPITAL IMPROVEMENT PROJECTS
FUND 340 - COMMUNITY SERVICES DEPARTMENT

The following items are budgeted in the Capital Projects Fund, fund 340, but are part of the Community Services Department.

CIP NUMBER	PROJECT DESCRIPTION	Dept Request 2017-18	2018-19	2019-20	2020-21	2021-22
Landscaping/Parks & Parkways Continuing and New Projects						
18F03	Tree Fill In and Replacement Program	300,000	300,000	300,000	150,000	150,000
18F32	Landscape Median Restoration	75,000	75,000	75,000	75,000	75,000
18F01	Vehicle Replacement (2) - Pk/Pkwys	72,500	0	0	0	0
18F02	Small Equipment Replacement - Pk/Pkwys	55,300	0	0	0	0
Recreation Facilities Continuing and New Projects						
18G08	Vehicle Replacement (1) - Recreation	50,000	0	50,000	0	0
18G09	Fleischmann Park Improvements Projects	30,000	30,000	0	0	0
18G23	Skate Park Wooden Ramp Replacement and Renovation	50,000	70,000	50,000	25,000	25,000
18G24	River Park Improvements	30,000	80,000	90,000	15,000	0
18G25	Norris Center Improvements	190,000	15,000	20,000	0	0
18G21	Seagate Park Improvements	50,000	75,000	150,000	0	0
	Anthony Park Master Plan Development	0	50,000	1,500,000	1,500,000	0
	Naples Preserve Kitchen and Bathroom Renovation	0	25,000	0	0	0
City Facilities Continuing and New Projects						
18I22	Parking Lot Maintenance (a)	60,000	0	150,000	60,000	0
18I05	Vehicle(s) Replacement - Facilities (2)	65,000	0	0	0	0
18I01	City Hall Improvements	225,000	80,000	80,000	80,000	80,000
	Naples Landing – Ramp and Dock Renovation	0	325,000	75,000	0	0
	Facility Painting (interior and exterior)	0	50,000	50,000	50,000	50,000
TOTAL COMMUNITY SERVICES DEPARTMENT		**1,252,800**	**1,420,000**	**3,090,000**	**2,455,000**	**880,000**

(a) reduced from $208,000 to $60,000

General Fund

Police Department

Mission:
To ensure a safe, secure and orderly quality of life environment within the City of Naples, through highly disciplined public servants collectively trained for and committed to the prevention and control of unlawful conduct, safety hazards, and the provision of emergency and human services, accomplished with dignity and respect for all people.

Department Description

The Police Department is responsible for safeguarding the lives of individuals and their property, reducing criminal victimization, and the fear of crime, while enhancing public safety and the overall quality of life in the community.

The department is led by the Chief of Police who establishes the goals for the organization, provides vision and direction, as well as managing and overseeing all essential functions. The Police Department is divided into two bureaus, each of which is under the command of a captain.

The Operations Bureau is comprised of two divisions. The Patrol Division provides uniformed police services, responds to calls for service, conducts officer-initiated investigations, maintains public order, engages in crime reduction strategies and conducts traffic enforcement. The Criminal Investigations Division is responsible for conducting detailed follow-up investigations, collecting evidence, identifying crime trends and suspects in criminal cases, which enhances clearance rates and convictions. There are several specialty units within the Operations Bureau, which include the Community Policing Unit, the Crime Suppression Team, Marine Patrol, Traffic Safety, Beach Patrol and the School Crossing Guards.

The Administrative Services Bureau is responsible for managing the department's budget and fiscal matters, the recruitment, hiring, and training of personnel, conducting internal investigations, processing records, maintaining the police facility, meeting law enforcement accreditation standards, as well as receiving and dispatching all calls for police and fire services.

2016-17 Departmental Goals and Objectives

As part of Vision Goal 3 (Maintain an extraordinary quality of life for residents) reduce criminal victimization and Part 1 crimes (as defined by the Uniform Crime Reporting Program) through the development of planned responses to emerging crime trends.

- Monitor the occurrence of Part 1 Crimes.
- Prepare targeted area response plans utilizing citizen tips, identifying crime trends, utilizing predictive policing strategies, and criminal intelligence data.
- Coordinate response through the use of Community Police Officers, Crime Suppression Team, Traffic Enforcement Officers and Patrol Officers.
- Enhance education efforts to assist citizens in identifying suspicious behavior, and reporting it to the police, as well as providing them information on how to safeguard their personal property.
- Increase citizen participation by attending community meetings.
- Continuous assessment of tactics and results.

Police Department (continued)

As part of Vision Goal 5 (Maintain and enhance governance capacity for public service and leadership) create and deliver internal police training initiatives that prepare officers to reduce crime, deliver services in a professional and ethical manner and enhance safety practices.

- Meet all state mandatory training requirements for human diversity, emergency driving, firearms, ethical behavior, investigative techniques, and community policing.
- Review and update all general orders, policies and procedures in accordance with law enforcement accreditation standards.

As part of Vision Goal 3 (Maintain an extraordinary quality of life for residents) maintain safe thoroughfares for vehicles, cyclists and pedestrians.

- Identify locations with high instances of motor vehicle crashes and pedestrian accidents.
- Conduct targeted traffic enforcement in high incident locations.
- Monitor and control traffic in school zones.

As part of Vision Goal 3 (Maintain an extraordinary quality of life for residents) ensure effective response to high priority calls for service.

- Monitor percentage of priority one calls with a response time under 5 minutes.
- Monitor percentage of incoming calls received and dispatched under 50 seconds.

As part of Vision Goal 3 (Maintain an extraordinary quality of life for residents) maintain a case clearance rate for UCR Part 1 Crimes that meets or exceeds the average for law enforcement agencies in Collier County.

- Track the number of criminal cases assigned to Criminal Investigations for follow-up.
- Track the number of cases presented by CID and accepted for prosecution by the State Attorney's Office. Review reasons for non-acceptance.
- Track the number of Part 1 Crimes cleared.
- Ensure officers and detectives receive relevant training to enhance investigative knowledge, skills and abilities.

2016-17 Significant Budgetary Issues

The budget of the Police Department is $12,445,539, an increase of $436,556 from the FY 16-17 adopted budget. There is a request for one additional position, a Telecommunications Officer.

Administration has a budget of $740,154, an increase of $54,792 over the FY 16-17 adopted budget. The increase is due to annual salary wage increases, expected college/education reimbursement participation, training for new Motorola system, and Police Academy.

The budget for **Police Operations Bureau** is $9,107,844, an increase of $303,822 over the adopted budget of FY 16-17. Personal Services increased by $266,090, due to payroll and benefit obligations. Other increases were due to additional software and licenses.

The budget for **Support Services** is $2,597,541, an increase of $77,942 over the adopted budget of FY 16-17. This includes one new Police Telecommunications Officer Position to provide additional coverage. The Support Services Division pays for most of the general operating costs for the Police Department such as phones, uniforms, and vehicle maintenance. The increase in this division is due to annual salary increases and an increase in fuel. Generator, Marine, Motorcycle and DEA fuel costs are now assigned to this budget. There are also increases in software licenses and communication costs.

General Fund

Police Department (continued)

2017-18 Capital Improvement Projects

Capital projects for the Police Department are funded in the Public Service Tax/Capital Improvement Fund (Fund 340) and they are also listed at the end of this section. The cost of police capital projects for FY 2017-18 is $699,200.

2017-18 Performance Measures

	FY 2014-15	FY 2015-16	Estimated FY 2016-17	Projected FY 2017-18
Total Police Incidents Handled	70,928	83,774	81,778	83,414
Directed Patrols	24,119	31,060	30,270	30,875
Traffic Stops	13,361	14,241	12,938	13,197
Traffic Warnings Issued	6,183	6,997	5,826	5,943
Traffic Citations Issued	5,994	6,133	5,564	5,675
Parking Citations Issued	11,273	8,181	10,062	10,263
Marine Vessel Stops	762	569	434	477
Marine Warnings Issued	780	589	256	282
Marine Vessel Inspections	548	373	258	284
Marine Citations Issued	70	57	84	92
Arrests Made	580	579	410	492
Incoming Phone Calls Answered (911 and non- emergency)	67,013	72,753	75,578	77,090
Average Priority Call Response Time	5.27 minutes	5.03 minutes	5.22 minutes	5.12 minutes
Percentage of 911 of calls answered within 10 seconds	97%	90.99%	91%	91.2%
Average time from receipt of 911 calls to dispatch for priority 1 call types	51 seconds	42.25 seconds	41 seconds	41.2 seconds

General Fund

Police Department (continued)

UNIFORM CRIME REPORT COMPARISON			
OCTOBER 2014-SEPTEMBER 2015 / OCTOBER 2015-SEPTEMBER 2016			
Crime Type	**FY 2014-15**	**FY 2015-16**	**% Change**
Homicide	0	2	**+200%**
Sex Offense	4	4	**N/A**
Robbery	4	2	**-50%**
Agg. Assault	19	12	**-36.84%**
Burglary	83	70	**-15.66%**
Larceny	458	420	**-8.30%**
Auto Theft	10	14	**+40%**
Arson	1	1	**N/A**
Total Part 1 Crimes	579	525	**-9.33%**
Clearance Rate	32%	29%	**-3%**

FUND: 001 GENERAL FUND

POLICE DEPARTMENT

FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE	FY 2018 Proposed
			ADMINISTRATION (1101)	
1	1	1	Chief of Police	147,030
1	1	1	Police Lieutenant	97,313
1	1	1	Police Sergeant	72,650
1	1	1	Administrative Coordinator	50,808
1	1	1	Administrative Specialist II	46,531
5	5	5		$414,332
			POLICE OPERATIONS (1120)	
1	1	1	Police Captain	114,994
3	3	3	Police Lieutenants	271,430
10	10	10	Police Sergeant	791,500
51	51	51	Police Officers (C.O.P. /Detective)	3,205,367
1	1	1	Crime Scene Analyst	61,369
2	2	2	Administrative Specialist II	96,138
1	1	1	Property & Evidence Technician	49,994
1	1	1	Crime Analyst	46,551
1.4	1.4	1.4	F.T.E. School Crossing Guard (4)	42,162
71.4	71.4	71.4		$4,679,505
69	69	69	General Fund Certified Officers	
3	3	3	CRA Certified Officers	
72	**72**	**72**	**Total Certified Police Officers**	

FUND: 001 GENERAL FUND

POLICE DEPARTMENT

FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE	FY 2018 Proposed
			SUPPORT SERVICES (1121)	
1	1	1	Police Captain	114,994
1	1	1	Communications Manager	90,136
1	1	1	Records & Fiscal Services Manager	90,136
3	3	3	Communications Shift Supervisor	202,375
11	11	12	Public Safety Telecommunicator	561,083
1	1	1	Inventory Control Clerk	43,474
1	1	1	Administrative Specialist II	46,221
2	2	2	Records Specialist	75,598
1	1	1	Custodian	38,232
22	22	23		$1,262,249
98.4	**98.4**	**99.4**	Regular Salaries	**$6,356,086**
			Other Salaries	116,048
			State Incentive Pay	77,940
			Overtime	286,500
			Special Duty Pay	177,000
			Holiday Pay	178,378
			State Insurance Tax	519,409
			Other Payroll Expenses	3,748,606
			Total Personal Services	**$11,459,967**
			OTHER FUND EMPLOYEES MANAGED BY POLICE DEPT.	
3	3	3	Enforcement Division in CRA Fund 180	
5.2	5.2	5.2	Enforcement Division in Beach Fund 430	
106.6	106.6	107.6	Total Employees	

FISCAL YEAR 2017-18
BUDGET DETAIL
POLICE DEPARTMENT SUMMARY

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	6,201,618	6,271,227	6,302,074	6,356,086	84,859
510300	OTHER SALARIES	120,116	112,548	111,066	116,048	3,500
510320	STATE INCENTIVE PAY	75,645	71,700	71,700	77,940	6,240
510330	EDUCATION REIMBURSEMENT	19,149	15,000	36,643	27,500	12,500
510400	OVERTIME	260,155	286,500	282,000	286,500	0
510410	SPECIAL DUTY PAY	131,618	155,000	159,000	177,000	22,000
510420	HOLIDAY PAY	151,673	155,656	174,807	178,378	22,722
525010	FICA	517,283	473,192	476,612	474,674	1,482
525030	RETIREMENT CONTRIBUTIONS	1,859,945	1,872,897	2,012,345	2,040,886	167,989
525040	LIFE/HEALTH INSURANCE	1,165,498	1,163,675	1,162,777	1,203,866	40,191
525070	EMPLOYEE ALLOWANCE	1,756	1,680	1,680	1,680	0
525130	EARLY RETIREMENT INCENTIVE	198,743	0	0	0	0
525220	STATE INSURANCE PREMIUM	610,146	519,409	519,409	519,409	0
	TOTAL PERSONAL EXPENSES	**11,313,346**	**11,098,484**	**11,310,113**	**11,459,967**	**361,483**
OPERATING EXPENSES						
531010	OTHER PROFESSIONAL SERVICE	1,546	4,192	4,192	4,192	0
531040	OTHER CONTRACTUAL SERVICES	38,261	57,989	129,652	98,006	40,017
532040	OTHER LEGAL SERVICES	0	500	300	500	0
540000	TRAINING & TRAVEL COSTS	44,966	61,700	57,800	82,640	20,940
541000	COMMUNICATIONS	58,799	67,552	73,160	70,100	2,548
542100	EQUIP. SERVICES - REPAIRS	227,135	270,000	270,000	250,000	(20,000)
542110	EQUIP. SERVICES - FUEL	127,245	120,000	120,000	109,108	(10,892)
543010	ELECTRICITY	72,976	85,000	79,000	85,000	0
543020	WATER, SEWER, GARBAGE	25,515	17,000	20,910	20,910	3,910
544000	RENTALS & LEASES	13,051	12,521	11,646	13,421	900
546000	REPAIR AND MAINTENANCE	19,706	40,425	25,317	40,425	0
547000	PRINTING AND BINDING	2,761	3,000	3,000	3,000	0
549000	OTHER CURRENT CHARGES	448	1,000	1,000	1,000	0
549070	EMPLOYEE RECOGNITION	2,825	3,500	3,500	3,500	0
551000	OFFICE SUPPLIES	15,568	16,000	16,000	16,000	0
552000	OPERATING SUPPLIES	84,197	90,595	108,426	98,095	7,500
552020	FUEL	2,990	9,800	15,000	39,800	30,000
552080	UNIFORMS	34,707	27,000	27,000	27,000	0
552100	JANITORIAL SUPPLIES	9,018	10,800	10,950	10,950	150
552230	VEST	9,217	6,000	6,000	6,000	0
554010	MEMBERSHIPS/BOOKS	5,298	5,925	5,925	5,925	0
560400	MACHINERY/EQUIPMENT	7,566	0	8,505	0	0
560700	VEHICLES	17,999	0	0	0	0
	TOTAL OPERATING EXPENSES	821,794	910,499	997,283	985,572	75,073
	TOTAL EXPENSES	**12,135,140**	**12,008,983**	**12,307,396**	**12,445,539**	**436,556**

FISCAL YEAR 2017-18
BUDGET DETAIL
POLICE DEPARTMENT
ADMINISTRATION

001.1101.521

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
5E+05	REGULAR SALARIES & WAGES	396,045	401,616	407,600	414,332	12,716
5E+05	OTHER SALARIES	5,543	8,012	6,530	13,512	5,500
5E+05	STATE INCENTIVE PAY	4,697	4,620	4,620	4,620	0
5E+05	EDUCATION REIMBURSEMENT	19,149	15,000	36,643	27,500	12,500
5E+05	OVERTIME	303	6,500	2,000	6,500	0
5E+05	HOLIDAY PAY	3,010	3,072	3,120	4,278	1,206
5E+05	FICA	29,152	28,321	28,399	29,332	1,011
5E+05	RETIREMENT CONTRIBUTIONS	95,193	101,784	103,135	107,732	5,948
5E+05	LIFE/HEALTH INSURANCE	58,349	58,796	58,740	60,098	1,302
5E+05	EMPLOYEE ALLOWANCES	1,268	1,200	1,200	1,200	0
	TOTAL PERSONAL SERVICES	**612,708**	**628,921**	**651,987**	**669,104**	**$40,183**
OPERATING EXPENSES						
5E+05	OTHER CONTRACTUAL SERVICES	1,065	5,071	5,071	5,290	219
	Internal Affairs software maintenance and Power DMS Standards software maintenance					
5E+05	TRAINING & TRAVEL COSTS	11,820	15,200	15,200	29,590	14,390
	Training, including new motorola training and accreditation conference, and additional recruiting and testing.					
5E+05	PRINTING AND BINDING	2,761	3,000	3,000	3,000	0
5E+05	EMPLOYEE RECOGNITION	2,825	3,500	3,500	3,500	0
	Citizens Police Academy, DARE Graduation, Employee Recognition					
6E+05	OPERATING SUPPLIES	26,690	25,765	25,765	25,765	0
	Ammunition and other operating costs					
6E+05	MEMBERSHIPS/BOOKS	2,547	3,905	3,905	3,905	0
	TOTAL OPERATING EXPENSES	**$47,708**	**$56,441**	**$56,441**	**$71,050**	**$14,609**
	TOTAL EXPENSES	**$660,416**	**$685,362**	**$708,428**	**$740,154**	**$54,792**

FISCAL YEAR 2017-18
BUDGET DETAIL
POLICE DEPARTMENT
PATROL / POLICE OPERATIONS

001.1120.521

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	4,630,572	4,662,937	4,687,800	4,679,505	16,568
510300	OTHER SALARIES	114,573	104,536	104,536	102,536	(2,000)
	Longevity pay and shift stipend					
510320	STATE INCENTIVE PAY	70,948	65,520	65,520	71,760	6,240
510400	OVERTIME	122,443	160,000	160,000	160,000	0
510410	SPECIAL DUTY PAY	131,618	155,000	159,000	177,000	22,000
510420	HOLIDAY PAY	148,663	152,584	171,687	174,100	21,516
525010	FICA	391,766	356,713	356,713	355,347	(1,366)
525030	RETIREMENT CONTRIBUTIONS	1,618,914	1,617,899	1,774,210	1,791,250	173,351
525040	LIFE/HEALTH INSURANCE	875,491	873,812	872,970	903,593	29,781
525070	EMPLOYEE ALLOWANCE	488	480	480	480	0
525140	PREPAID CONTRIBUTION	198,743	0	0	0	0
525220	STATE INSURANCE PREMIUM	610,146	519,409	519,409	519,409	0
	TOTAL PERSONAL SERVICES	**$8,914,366**	**$8,668,890**	**$8,872,325**	**$8,934,980**	**$266,090**
OPERATING EXPENSES						
531010	PROFESSIONAL SERVICES	1,546	4,192	4,192	4,192	0
	K-9 Veterinarian, boarding and care, forensic examinations					
531040	OTHER CONTRACTUAL SERVICES	8,288	22,660	22,660	45,442	22,782
	Camera licenses, Alarm Accounting Software Maintenance, forensic, Brazos (new), and other software maintenance					
532040	OTHER LEGAL SERVICES	0	500	300	500	0
	State Attorney's quarterly citation fees					
540000	TRAINING & TRAVEL COSTS	32,939	41,500	41,500	48,050	6,550
	Includes travel costs for investigations and specialty training					
544000	RENTALS & LEASES	2,275	2,100	1,225	3,000	900
	Police boat dock rental 10 months $300/mo					
546000	REPAIR AND MAINTENANCE	8,424	6,400	6,400	6,400	0
552000	OPERATING SUPPLIES	47,522	56,280	56,280	63,780	7,500
	Uniform/clothing allowance, AED batteries, evidence supplies, K9 gear, Crime Scene supplies, etc.					
554010	MEMBERSHIPS/BOOKS	1,460	1,500	1,500	1,500	0
	TOTAL OPERATING EXPENSES	**$102,453**	**$135,132**	**$134,057**	**$172,864**	**$37,732**
NON-OPERATING EXPENSES						
560400	MACHINERY/EQUIPMENT	5,287	0	8,505	0	0
560700	VEHICLES	17,999	0	0	0	0
	TOTAL NON-OPERATING EXPENSE	**$23,286**	**$0**	**$8,505**	**$0**	**0**
	TOTAL EXPENSES	**$9,040,105**	**$8,804,022**	**$9,014,887**	**$9,107,844**	**$303,822**

FISCAL YEAR 2017-18
BUDGET DETAIL
POLICE DEPARTMENT
SUPPORT SERVICES

001.1121.521

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	1,175,002	1,206,674	1,206,674	1,262,249	55,575
	Includes one additional telecommunications officer postion					
510320	STATE INCENTIVE PAY	0	1,560	1,560	1,560	0
510400	OVERTIME	137,409	120,000	120,000	120,000	0
525010	FICA	96,364	88,158	91,500	89,995	1,837
525030	RETIREMENT CONTRIBUTIONS	145,838	153,214	135,000	141,904	(11,310)
525040	LIFE/HEALTH INSURANCE	231,658	231,067	231,067	240,175	9,108
	TOTAL PERSONAL SERVICES	**$1,786,272**	**$1,800,673**	**$1,785,801**	**$1,855,883**	**$55,210**
OPERATING EXPENSES						
531040	OTHER CONTRACTUAL SERVICES	28,908	30,258	101,921	47,274	17,016
	Telestaff, elevator, radio, fire extinguisher, and A/C maintenance					
540000	TRAINING & TRAVEL COSTS	208	5,000	1,100	5,000	0
	FDLE/CJIS, Accreditation, Conferences and Internal Affairs Training					
541000	COMMUNICATIONS	58,799	67,552	73,160	70,100	2,548
	Data lines, laptop lines, city phone system, etc					
542100	EQUIP. SERVICES - REPAIRS	227,135	270,000	270,000	250,000	(20,000)
542110	EQUIP. SERVICES - FUEL	127,245	120,000	120,000	109,108	(10,892)
543010	ELECTRICITY	72,976	85,000	79,000	85,000	0
543020	WATER, SEWER, GARBAGE	25,515	17,000	20,910	20,910	3,910
544000	RENTALS & LEASES	10,776	10,421	10,421	10,421	0
546000	REPAIR AND MAINTENANCE	11,282	34,025	18,917	34,025	0
	General or non-scheduled repairs, i.e. plumbing, radar, generators, doors					
549000	OTHER CURRENT CHARGES	448	1,000	1,000	1,000	0
	Postage ($400), VIPS administrative costs ($600)					
551000	OFFICE SUPPLIES	15,568	16,000	16,000	16,000	0
552000	OPERATING SUPPLIES	9,985	8,550	26,381	8,550	0
	Bulbs, batteries, flags, radios and emergency supplies					
552020	FUEL	2,990	9,800	15,000	39,800	30,000
	Generator fuel, motorcycle fuel and boat fuel.					
552070	UNIFORMS	34,707	27,000	27,000	27,000	0
552100	JANITORIAL SUPPLIES	9,018	10,800	10,950	10,950	150
552230	VESTS	9,217	6,000	6,000	6,000	0
554010	MEMBERSHIPS / BOOKS	1,291	520	520	520	0
560400	CAPITAL OUTLAY MACHINERY	2,279	0	0	0	0
	TOTAL OPERATING EXPENSES	**$648,347**	**$718,926**	**$798,280**	**$741,658**	**$22,732**
	TOTAL EXPENSES	**$2,434,619**	**$2,519,599**	**$2,584,081**	**$2,597,541**	**$77,942**

CAPITAL IMPROVEMENT PROJECTS
FUND 340 -POLICE DEPARTMENT

The following items are budgeted in the Capital Projects fund, Fund 340, but are costs of the Police Department.

CIP NUMBER	PROJECT DESCRIPTION	Dept. Request 2017-18	2018-19	2019-20	2020-21	2021-22
18H04	Portable Radio Lifecycle Replacement (20)	71,000	71,000	71,000	71,000	71,000
18H01	Marked Vehicle Replacement (2)	103,200	309,600	309,600	309,600	309,600
18H03	Unmarked Police Vehicle Replacement (1)	41,000	36,000	36,000	36,000	36,000
18H31	Crime Scene Vehicle Replacement (1)	80,000	0	0	0	0
18H32	Marine Vessel Replacement (1)	160,000	0	75,000	0	0
18H33	Motorcycle Replacement (2)	67,000	0	0	0	0
18H15	Property/Evidence Furniture/Flooring Replacement	15,000	0	0	0	0
18H34	3D Crime Scene Mapping Equipment/Software	87,000	0	0	0	0
18H35	Police Interactive Monitors (2)	20,000	0	0	0	0
18H36	Police Notebook Replacements (MDT's)	55,000	0	0	0	55,000
	Taser Replacement	0	33,600	40,535	40,535	0
	Marine Outboard Motor Replacement	0	0	49,000	49,000	0
TOTAL POLICE DEPARTMENT		**699,200**	**450,200**	**581,135**	**506,135**	**471,600**

This page was left blank intentionally

General Fund

Human Resources Department

Mission Statement:
The mission of the Human Resources Department is to provide quality customer-driven Human Resource services for the City's most valuable assets, its employees, by ensuring that the City recruits, develops, recognizes and retains the best talent possible to deliver quality public services to the citizens and visitors of Naples.

Department Description

The Human Resources Department handles all employment-related issues for the City of Naples. This includes recruitment and retention, background checks, pay and classification studies, discipline, training, employee and labor relations. The Department is responsible for the management of all union contracts and ensures employees' compliance with the City's Personnel Policies and Procedures. The Human Resources Director is also responsible for Risk Management and Employee Benefits, which are both Internal Services Funds discussed later in this document.

2016-17 Department Accomplishments

- Designated the City of Naples as a Blue Zone Project approve worksite.
- Received National recognition through the State & Local Government Benefits Association, receiving 2nd place for the City's wellness initiatives.
- Received the 2017 Cigna Well-being Award; American Heart Association's Platinum Fit-Friendly Worksite; and the Best Place to Work for Commuters.
- Provided employees with on-site retirement planning/consulting services with representatives from the City's current 401-a and 457 plan administrators.
- Provided employees with on-site continuing education services with representatives from Barry University and Hodges University.
- Conducted recruitment of approximately 140 positions.
- Received and processed over 3500 applications for employment.
- Assisted in the collective bargaining process with AFSCME, GSAF, FOP, and IAFF.

2017-18 Departmental Goals and Objectives

As part of Vision Goal 4 (Strengthen the economic health and vitality of the City), continue to enhance the health and well-being of the workforce utilizing Blue Zone Project best practices.

- Offer workshops and activities to employees that enhance and strengthen leadership skills, purpose, employee engagement, and policy best practices.

As part of Vision Goal 5 (Maintain and enhance governance capacity for public service and leadership), provide strategic leadership, direction and expertise in complex labor and employee related matters.

- Conduct a compensation study to ensure the City's compensation plans are competitive to recruit and retain a quality workforce.
- Continue to develop and conduct a variety of employee training and learning programs that enhance specific skills in the areas of leadership, supervision, effective communication and performance management.
- Implement negotiated terms of collective bargaining agreements.

General Fund

Human Resources Department

As part of Vision Goal 5 (Maintain and enhance governance capacity for public service and leadership), monitor legislative and regulatory initiatives at the federal, state, and City level to ensure departmental and employee compliance with current laws, policies, procedures and best practices.

- Revise Personnel Policies and Procedures as needed to ensure compliance with current laws and procedures and train appropriate personnel.
- Keep abreast of legislative changes as well as union contracts that impact all terms, benefits, privileges and conditions of employment.

2017-18 Significant Budgetary Issues

The budget of the Human Resources department is $571,431, a $9,717 increase over the 2016-17 budget.

There are four positions currently budgeted in the Human Resources department. Personal Services decreased $5,303 due to modifications in employees' health insurance selections. Operating expense increases are due to increased costs in maintenance agreements, including the security training software, and increased training and related travel costs.

By FY18-19, consideration may be given to hiring a consultant to update the City's Pay and Classification plan. Most recently completed in 2012, such a plan will ensure the pay plan remains competitive and balanced.

2017-2018 Performance Measures

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 PROJECTED
Total Number of FTE* Employees	463	465	475
Total Number of Seasonal Employees	83	80	80
Positions Recruited (FTE & Seasonal)	134	140	125
Number of Applicants	3463	3500	3200
In-House Training Programs Offered	15	10	15
Grievances - AFSCME (218 members)	0	1	0
Grievances - GSAF/OPEIU (25 members)	0	0	0
Grievances - FOP (65)	1	2	1
Grievances - IAFF (51)	1	2	1
Grievances - Non-Bargaining (103)	0	0	0
Percent Turnover	11.88%	12.00%	12.00%
Average Operating Cost per Employee	$1,242	$1,288	$1,363

**FTE = Full Time Equivalent*

FUND: 001 GENERAL FUND

HUMAN RESOURCES
FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE	FY 2018 Proposed
1	1	1	Human Resources Director	$134,227
2	2	2	Human Resources Generalist	119,021
1	1	1	Compensation & Benefits Manager	76,070
				329,318
4	**4**	**4**	**Regular Salaries**	**$329,318**
			Temporary (Part-time) Employee Wages	**$10,000**
			Employer Payroll Expenses	**123,946**
			Total Personal Services	**$463,264**

FISCAL YEAR 2017-18
BUDGET DETAIL
HUMAN RESOURCES

001.1601.551

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	321,350	319,724	319,724	329,318	9,594
510300	OTHER SALARIES	3,990	10,000	6,000	10,000	0
525010	FICA	23,687	22,860	22,860	23,478	618
525030	RETIREMENT CONTRIBUTIONS	45,682	46,545	46,545	44,389	(2,156)
525040	LIFE/HEALTH INSURANCE	61,824	64,158	64,158	50,799	(13,359)
525070	EMPLOYEE ALLOWANCE	5,288	5,280	5,280	5,280	0
	TOTAL PERSONAL SERVICES	**461,821**	**468,567**	**464,567**	**463,264**	**(5,303)**
OPERATING EXPENSES						
531011	PROFESSIONAL SERVICES	8,909	16,000	16,000	16,000	0
531070	MEDICAL SERVICES	27,273	34,500	34,500	34,500	0
	Drug screens for random, reasonable suspicion or post accident, pre-employment physicals and flu vaccines					
540000	TRAINING & TRAVEL COSTS	8,420	8,500	11,000	11,500	3,000
541000	COMMUNICATIONS	469	1,737	1,737	1,737	0
546000	REPAIR AND MAINTENANCE	10,246	11,410	11,410	22,430	11,020
	Xerox Lease Agreement $4,500; NEOGOV App Track user agreement $7,910, KnowBe4 Software ($9,770)					
547020	ADVERTISING (NON-LEGAL)	0	1,000	1,000	1,000	0
549040	EMPLOYEE DEVELOPMENT	6,267	10,000	10,000	10,000	0
	Training for employees and supervisors; training materials; instructors.					
551020	OTHER OFFICE SUPPLIES	2,741	2,500	2,500	2,500	0
552000	OPERATING SUPPLIES	3,831	3,500	3,500	4,000	500
554010	MEMBERSHIPS	2,189	4,000	4,000	4,500	500
	TOTAL OPERATING EXPENSES	**70,345**	**93,147**	**95,647**	**108,167**	**15,020**
	TOTAL EXPENSES	**532,166**	**561,714**	**560,214**	**571,431**	**9,717**

General Fund

Non-Departmental, Transfers and Contingency

Department Description

The City uses this section of the budget to account for items that impact the entire General Fund and cannot efficiently be allocated to an individual department. Non-departmental includes two separate sections:

Non-Departmental is a grouping of accounts from which the City Manager or his designee has authority to expend. These accounts are usually either one-time in nature, such as an election or a special project, or do not fit within a departmental category.

Contingency and Transfers represents the amount reserved for contingencies and emergencies, and any transfers (subsidies) to other funds.

2017-18 Significant Budgetary Issues

Non-Departmental

Non-Departmental has a budget of $3,103,675, an increase of $208,565 from the adopted FY 16-17 budget. Significant changes include increases in Other Contractual Services of $143,825 to allow for the development of a City 10-year Visioning Plan, to be budgeted in the amount of $150,000. Other changes include an increase self-insurance charges of $39,470, a reduction in the Technology Service Charge of $86,090 (because FY 16-17 included funding for the replacement of PC's city wide), and $55,000 budgeted for City Election expense related to the Council election in February 2018.

Contingency and Transfers

Contingency is budgeted at $500,000. The City typically budgets 1% to 1.5% of the General Fund budget for Contingency. Only City Council has the authority to direct staff to use funds from the General Fund Contingency account, which may be allocated throughout the year for unbudgeted or unplanned needs of the City.

The FY 17-18 General Fund includes one transfer to other funds:

- $47,500 to the Tennis Fund. The $47,500 is for a continued contribution for community-wide programming that is considered above the Tennis membership's financial responsibility. Approximately 30% of the time, the facility is used for tournaments and public events, when the facility is not strictly available to the members for their pleasure.

City Administrative Reimbursement

Administrative Reimbursement is budgeted at $3,349,360. This is a contra-expense to the General Fund, which means that it is a reduction in this fund's expenditures, funded by the other funds of the City.

The General Fund is the primary operating fund of the City of Naples. Supported primarily by property taxes and sales taxes, the General Fund is the financial entity that provides police, fire and recreation and planning services to the community. In addition, it provides the administrative framework that operates the City, such as City Council, City Clerk, Financial Operations and Human Resources. Without this framework, the city would find itself in non-compliance and ineffective.

The administrative services in the General Fund provide the framework to the entire government, even those that have their own individual funding sources, such as the Water/Sewer fund, Building fund, or the Community Redevelopment Agency.

General Fund

Non-Departmental, Transfers and Contingency

Governments typically find it reasonable and fair to charge the non-general fund departments for a portion of the administrative departments. The City of Naples does so, using a simple allocation method based on dollar value of budget and number of employees. The City recalculates the Administrative Reimbursement every two years; this year, the charge was recalculated, with a decrease of $325,100. There was an increase this year in the Water/Sewer charge due to the addition of a Custodian position in Facilities Maintenance Division (Community Services) being specifically allocated to Water and Sewer.

The following list represents the funds participating in the Administrative Reimbursement.

110 Building & Zoning	$339,210
180 CRA	114,390
190 Streets	99,150
200 Debt Service	40,030
340 Capital Imp	67,780
420 Water/ Sewer	1,541,550
430 Beach Fund	140,030
450 Solid Waste	323,130
460 City Dock Fund	59,300
470 Stormwater Fund	181,780
480 Tennis Fund	43,330
500 Risk Management	74,180
510 Health Benefits	129,020
520 Technology Services	84,310
530 Equipment Services	112,170
Total	$3,349,360

The treatment of the reimbursement in this manner prevents an overstatement of the budget as a whole.

FISCAL YEAR 2017-18
BUDGET DETAIL
GENERAL FUND
NON-DEPARTMENTAL

001.1480.519

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
525010	FICA	21,091	0	1,335	0	0
525030	RETIREMENT CONTRIBUTIONS	21,192	0	0	0	0
529000	OTHER GENERAL INCREASE	27,944	50,000	42,000	45,000	(5,000)
	TOTAL PERSONAL SERVICES	**70,227**	**50,000**	**43,335**	**45,000**	**(5,000)**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	20,668	18,500	12,500	11,500	(7,000)
	Memorial florals/donations per policy; city facility AED Batteries; Laws of Life Banquet					
531010	PROFESSIONAL SERVICES	88,673	65,000	80,000	81,000	16,000
	Retirement Consultant ($21,000) and collective bargaining aid					
531040	OTHER CONTRACTUAL SVCS	24,363	80,000	70,000	223,825	143,825
	Partnership for Collier ($15,000); Tyler Enhancements ($15,000); Arbitrage ($5,000); 10- Year Visioning Plan $150,000 recodification of City Code ($30,000), and Yr 2 of five year website agreement					
531220	INVESTMENT ADVISORS	0	0	22,190	22,860	22,860
531500	ELECTION EXPENSE	2,598	0	0	55,000	55,000
542020	POSTAGE & FREIGHT	34,235	48,000	45,000	45,000	(3,000)
545220	SELF INSURANCE CHARGE	1,658,680	1,553,140	1,553,140	1,592,610	39,470
549000	OTHER CURRENT CHARGES	16,848	10,000	10,000	10,000	0
	Emergency supplies, Special Assessment Costs and Tax Roll Expenses					
549020	TECHNOLOGY SVC CHARGE	938,184	1,020,290	1,020,290	934,200	(86,090)
549050	SPECIAL EVENTS	27,125	35,000	35,000	35,000	0
	Security and support for approved special events					
549060	EMPLOYEE AWARDS	7,021	12,000	11,000	11,000	(1,000)
	Employee awards and appreciation for years of service					
554010	MEMBERSHIPS	2,865	3,180	3,180	4,180	1,000
	Florida League of Cities, SWFLC, League of Mayors, Chamber of Commerce					
571120	INTEREST EXPENSE - DOCK	0	0	0	32,500	32,500
	TOTAL OPERATING EXPENSES	**2,821,260**	**2,845,110**	**2,862,300**	**3,058,675**	**213,565**
	TOTAL EXPENSES	**$2,891,487**	**$2,895,110**	**$2,905,635**	**$3,103,675**	**$208,565**

FISCAL YEAR 2017-18
BUDGET DETAIL
CONTINGENCY

001.7272.582

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
NON-OPERATING EXPENSES						
6E+05	OPERATING CONTINGENCY	350,000	350,000	0	500,000	150,000
	TOTAL EXPENSES	**$350,000**	**$350,000**	**$0**	**$500,000**	**$150,000**

TRANSFERS IN AND OUT

001.7575.581

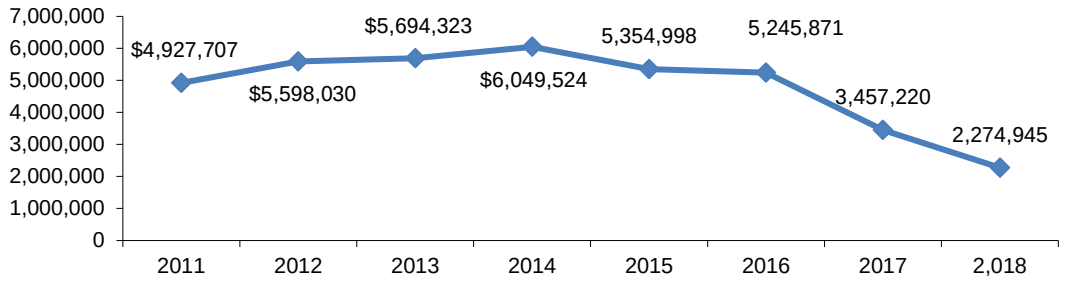
		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
NON-OPERATING EXPENSES						
5E+05	CITY ADMIN REIMBURSEMENT	(3,179,420)	(3,024,260)	(3,024,260)	(3,349,360)	(325,100)
6E+05	TRANSFER TO BAKER PARK	0	5,500,000	7,214,160	0	(5,500,000)
6E+05	TRANSFER TO CAPITAL PROJ	329,950	1,950,000	1,950,000	0	(1,950,000)
6E+05	TRANSFER TO STREETS FUND	450,000	0	0	0	0
6E+05	TENNIS FUND	47,500	47,500	47,500	47,500	0
	TOTAL EXPENSES	**($2,351,970)**	**$4,473,240**	**$6,187,400**	**($3,301,860)**	**($7,775,100)**

BUILDING PERMIT FUND
FINANCIAL SUMMARY
Fiscal Year 2017-18

Beginning Fund Balance - As of September 30, 2016		**$5,245,871**
Projected Revenues FY 2016-17		**3,447,350**
Projected Expenditures FY 2016-17		**5,236,001**
Net Increase/(Decrease) in Fund Balance		**(1,788,651)**
Expected Fund Balance as of September 30, 2017		**$3,457,220**
Add Fiscal Year 2017-18 Budgeted Revenues		
Building Permits	3,551,000	
Charges for Services	350	
Interest Income	43,850	
Miscellaneous Revenue	5,000	3,600,200
TOTAL AVAILABLE RESOURCES		**7,057,420**
Less Fiscal Year 2017-18 Budgeted Expenditures		
Personal Services	3,147,083	
Operating Expenses	500,296	
Technology Services	178,460	
Transfer - Self-Insurance	85,450	
Transfer - Administration & Fire Inspectors	606,186	
Capital Expenses	265,000	4,782,475
BUDGETED CASH FLOW		**(1,182,275)**
Projected Fund Balance as of September 30, 2017		**$2,274,945**

Trend-Fund Balance

Recommended fund balance range is $2.0 million to $4.3 million)



Building Permit Fund

Building Department

Mission Statement:
The mission of the Building Department is to provide the highest standards of customer service and public input while professionally implementing the City's Vision Plan and the Florida Building Code through the timely review of development permits.

Fund Description

The Building Permit Fund was created in Fiscal Year 1998-99 when it was separated from the General Fund and is used to account for the activities related to the construction industry in the City, such as issuing building permits and conducting building inspections. The Building Department primarily derives its budget from the collection of fees charged for the review and inspection of construction activities as required by the Florida Building Code, Florida Fire Prevention Code and local zoning ordinances. The department is managed by the Building Official who reports to the City Manager.

2016-17 Department Accomplishments

- Obtained Council approval to implement CityView Electronic Permitting submittal process and review as required to obtain compliance with 2016 HB535 amending FS 553.79. Go Live is tentatively scheduled for early 2018. The new process will reduce the use of paper, streamline the permitting process, and limit customer waiting times.
- Maintained focus on customer service. Continued review of the permit process and re-organized as needed to become more efficient and speed up permit processing. Implemented changes to enhance customer service and reduce permit processing time.
- Implemented the Department's Customer Service Initiative (CSI projects) for all new single-family applications approx. 5,000 square feet and above. The initiative provides for expedited plan review and special inspection teams of staff and outside engineering firms to provide enhanced field inspection services.
- Completed construction of the new driveway for city parking to eliminate parking of city vehicles near the Dog Park.
- Completed design for the building renovations including air conditioning system replacement providing for increased energy efficiency and decreased energy costs. Bidding is scheduled for summer 2017 and construction will start in the Fall of 2017.
- Updated the department's web site and expanded available information online. Online permit forms allow residents and customers the ability to fill them out electronically and print them for application.
- Maintained full-time & Saturday construction site inspection and added part-time inspection staff to better respond to resident complaints and the enforcement of City Code section 16-291. (construction site management.)
- Completed submittal requirements for ISO analysis for evaluating Building Department Code enforcement effectiveness. The City of Naples has maintained the rating of Class 3 for 1- and 2- family residential construction and Class 3 for commercial and industry construction. Classification rating system is a number 1 to 10. Class 1 represents exemplary commitment to building code enforcement.

2017-18 Department Goals and Objectives

As part of Vision Goal 2(b): Make Naples the green jewel of Southwest Florida: Explore options to utilize local building departments' resources relating to green building practices.

- Maintain focus on Customer Service.

Building Permit Fund

Building Department (continued)

- Continue review of the permit process and re-organize as needed to implement CityView software system. Become more efficient and speed up permit processing. Implement changes to enhance customer service and reduce permit processing time.
- Complete construction of building renovations including Air Conditioning system replacement

As part of Vision Goal 4: Strengthen the economic health and vitality of the City: Maintain Building Code application consistency, increase staff efficiency to reduce permit processing time.

- Educate our customers on the changes incorporated in the new Florida Building Codes, 6th Edition effective date 12/31/17, and current Flood Plain code regulations.
- Implement new technologies to speed up the permitting process:
  1. Implement Electronic Permitting and allow revisions and other required submittals to be accepted via the E-permitting system
  2. Eliminate inefficient paper permit submissions.
  3. Implement custom workflow software program for E-Permit submission and review.
  4. Implement custom report software that allows staff to quickly generate reports with charts and graphs to monitor staff activity and efficiency.
- Move critical records into CAT 5 protected records space in new Fire Station 1.

As part of Vision Goal 5: Maintain and enhance governance for public service and leadership: Maximize department resources to educate contractors and citizens on Building Department services. Enhance the Department's level of Customer Service.

- Meet with residents in an effort to educate all interested residents on the floodplain rules/regulations. The emphasis is in helping residents obtain a lower cost flood insurance policy through education and answering questions regarding this complex program.
- Meet with outside organizations to review new customer service initiatives and department policies. Establish working groups with the building association and architects/engineers, to review implementation of CityView electronic permitting.
- Meet with design professionals and contractors to review department policies.
- Educate and provide required training for staff and customers to use new systems.

2017-18 Significant Budgetary Issues

The FY 2017-18 budget for the Building Permit Fund anticipates revenue totaling $3,600,200 and expenditures totaling $4,782,475. The budget uses $1,182,275 of fund balance. Using fund balance is not unusual in building permit funds because the timing of the revenue stream does not always correspond to the timing of the permit review work required. The fund has a sufficient fund balance that is in excess of the maximum requirements of the fund balance policy.

The primary revenues to the Building Permit Fund are building construction permit and inspection fees. These fees are charged for buildings and structures that are built or altered. The fee structure is established by Ordinance and can be seen in Chapter 16 of the City Code of Ordinances.

Additional revenues to the fund include interest income and copy charges.

EXPENDITURES

Total expenditures for the FY 2017-18 budget are $4,782,475, a $909,531 decrease from the FY 16-17 adopted budget.

Personal Services

Personal Services are budgeted at $3,147,083, a $66,017 increase over the FY 16-17 budget. The primary reason for the increase is due to the increase in temporary positions for peak periods and for the conversion project. There are 33.5 positions for FY 17-18, which is one part-time position less than 34 positions which were budgeted in FY 16-17.

Building Permit Fund

Building Department (continued)

Operating Expenses

Operating Expenses are budgeted at $1,370,392, a $85,548 decrease below the adopted budget of FY 16-17. The major components of this category are as follows:

General Fund Chargeback/City Administration	$339,210
General Fund/Three Fire Inspectors	$266,976
Self-Insurance /Insurance Premium Charges	$ 85,450
Equipment Services-Fuel and Repair	$ 27,000
Technology Services Interfund Charge	$178,460
Utilities	$115,000

Non-Operating Expenses

Capital projects for FY 17-18 total $265,000. This includes $200,000 for lobby and building renovations and the last portion of the Electronic Permitting project for $65,000.

2017-18 Performance Measures and Benchmarking

	Actual 2014-15	Actual 2015-16	Estimated 2016-17	Projected 2017-18
Permit applications reviewed	5,994	6,170	6,000	5,900
Certificates of Occupancy issued for Single Family Homes	235	181	180	145
Certificates of Occupancy issued for larger structures	4	20	7	9
Total inspections performed	35,989	35,978	38,500	35,000
Average daily inspections per inspector	18	15	14	14

CITY OF NAPLES
BUILDING PERMITS FUND
REVENUE SUMMARY

	Actual 2014-15	Actual 2015-16	Budget 2016-17	Projection 2016-17	Proposed 2017-18
Building Permits	4,412,995	3,940,025	4,200,000	3,395,000	3,551,000
Charges for Services	21,701	4,605	9,000	350	350
Interest Income	66,569	57,873	38,500	47,000	43,850
Other Revenue	10,136	9,632	5,000	5,000	5,000
Total	**$4,511,401**	**$4,012,135**	**$4,252,500**	**$3,447,350**	**$3,600,200**

BUILDING PERMIT FUND (110)

BUILDING DEPARTMENT

FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE	FY 2018 Proposed
1	1	1	Building Director/Building Official	134,227
1	1	1	Deputy Building Official	87,419
0.5	0.5	0.5	Traffic Engineer (a)	50,539
7	8	8	Building Inspector	490,941
1	0	0	Plumbing and Gas Inspector	0
1	1	1	Construction Site Inspector	52,000
1	0	0	Electrical Plans Examiner	0
4	5	5	Plans Examiner	355,478
1	1	1	Floodplain Coordinator	66,581
1	0	0	Assistant Floodplain Coordinator	0
1	1	1	Land Management Coordinator	62,745
1	1	1	Community Development Analyst	42,354
3	3	3	Permit Coordinator	126,203
6.5	6.5	6	Permit Technician (b)	218,350
3	3	3	Records Clerk	104,020
1	1	1	Plans Review Engineer (c)	85,266
1	0	0	Planner II	0
1	1	1	Project Manager (c)	78,795
0.5	0	0	Planner Sr.	0
36.5	**34**	**33.5**		**1,954,918**

Regular Salaries	**1,954,918**
Other Salaries	240,560
Overtime	120,000
Employer Payroll Expenses	831,605
Total Personal Services	**3,147,083**

(a) 50% of this position is in the Streets Fund 190

(b) Includes one part time position

(c) Positions are funded in the Building Fund and supervised within the Streets and Stormwater Funds.

This fund is also charged for 3 fire inspectors via an interfund charge

FISCAL YEAR 2017-18
BUDGET DETAIL
BUILDING PERMIT FUND

110.0602.524

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	1,915,964	2,011,848	1,800,000	1,954,918	(56,930)
510300	OTHER SALARIES	94,835	154,720	121,205	240,560	85,840
	Standby ($10,140); temp positions for peak periods ($203,420), salary adjusts/promotions ($27,000)					
510400	OVERTIME	147,901	120,000	120,000	120,000	0
525010	FICA	159,549	151,275	151,275	143,545	(7,730)
525030	RETIREMENT CONTRIBUTIONS	257,079	279,738	241,000	250,179	(29,559)
525040	LIFE/HEALTH INSURANCE	327,039	356,285	356,285	430,681	74,396
525070	EMPLOYEE ALLOWANCES	7,376	7,200	7,200	7,200	0
	TOTAL PERSONAL SERVICES	**$2,909,742**	**$3,081,066**	**$2,796,965**	**$3,147,083**	**66,017**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	19	6,000	3,000	4,000	(2,000)
530010	CITY ADMINISTRATION	404,150	285,000	285,000	339,210	54,210
531000	PROFESSIONAL SERVICES	44,358	240,000	120,000	100,000	(140,000)
	Outside engineering inspection ($70,000), microfiche conversion ($15,000) scanning services ($15,000)					
531001	BANK/CREDIT CARD FEES	2,363	0	10,000	10,000	10,000
	Formerly expensed as an offset to revenue, credit card fees now will have a separate line item to ensure transparency					
531220	INVESTMENT ADVISORY FEES	0	0	3,200	3,300	3,300
	Formerly expensed as an offset to revenue, the fund's share of investment advisor services is now being expensed					
532100	OUTSIDE COUNSEL	0	10,000	0	5,000	(5,000)
534010	UNSAFE STRUCTURE MGT	0	10,000	0	10,000	0
534040	CHARGES FOR FIRE INSPECTOR	0	259,200	259,200	266,976	7,776
540000	TRAINING & TRAVEL COSTS	9,358	11,000	15,000	15,000	4,000
541000	COMMUNICATIONS	22,383	30,380	29,000	33,000	2,620
	Monthly access for cellular phones, tablets and landlines					
542100	EQUIP. SERVICES - REPAIRS	24,788	17,000	17,000	15,000	(2,000)
542110	EQUIP. SERVICES - FUEL	15,560	12,000	12,000	12,000	0
543010	ELECTRICITY	39,245	64,000	60,000	69,680	5,680
543020	WATER, SEWER, GARBAGE	112,349	115,000	115,000	115,000	0
545220	SELF INSURANCE CHARGE	79,190	80,710	80,710	85,450	4,740
546000	REPAIR AND MAINTENANCE	3,462	4,450	5,000	5,000	550
546020	BUILDING & GROUND MAINT.	15,048	35,080	10,000	20,000	(15,080)
546170	SOFTWARE MAINTENANCE	17,963	17,000	17,000	17,966	966
547000	PRINTING AND BINDING	846	5,000	4,000	5,000	0
547060	DUPLICATING	2,583	4,000	4,000	4,000	0
549020	TECHNOLOGY SVC CHARGE	189,677	195,620	195,620	178,460	(17,160)
551000	OFFICE SUPPLIES	207	1,500	1,000	1,000	(500)
552000	OPERATING SUPPLIES	29,775	33,000	32,000	33,000	0
	Inspector supplies, Shred-It, Naples Rubber Stamp, Federal Express, Office Depot					
552070	UNIFORMS	6,111	6,000	7,000	7,000	1,000
552090	OTHER CLOTHING/SAFETY SHOES	2,100	0	1,950	1,350	1,350
554010	MEMBERSHIPS	12,496	14,000	14,000	14,000	0
	TOTAL OPERATING EXPENSES	**$1,034,028**	**$1,455,940**	**$1,300,680**	**$1,370,392**	**(85,548)**
NON-OPERATING EXPENSES						
560200	BUILDING IMPROVEMENTS	80,269	750,000	750,000	200,000	(550,000)
560700	VEHICLES	63,773	60,000	43,356	0	(60,000)
560810	COMPUTER SOFTWARE	33,455	345,000	345,000	65,000	(280,000)
	TOTAL NON-OPERATING EXPENSES	**$177,497**	**$1,155,000**	**$1,138,356**	**$265,000**	**(890,000)**
	TOTAL EXPENSES	**$4,121,266**	**$5,692,006**	**$5,236,001**	**$4,782,475**	**(909,531)**

CAPITAL PROJECTS
FUND 110-BUILDING DEPARTMENT

CIP NUMBER	PROJECT DESCRIPTION	Dept Request 2017-18	2018-19	2019-20	2020-21	2021-22
16B25	Lobby & Building Renovations	200,000	400,000	0	0	0
15B01	Electronic Permitting	65,000	0	0	0	0
	Vehicle Replacement Program	0	60,000	30,000	30,000	0
	Records Storage Room (Station 1)	0	300,000	0	0	0
	Fire Inspector Vehicle Addition	0	0	0	0	0
TOTAL BUILDING FUND		**265,000**	**760,000**	**30,000**	**30,000**	**0**

EAST NAPLES BAY TAXING DISTRICT

FINANCIAL SUMMARY

Fiscal Year 2017-18

Beginning Balance - Fund Balance as of September 30, 2016		**$78,164**
Projected Revenues FY 2016-17		$283,600
Projected Expenditures FY 2016-17		$130,090
Net Increase/(Decrease) in Fund Balance		**$153,510**
Expected Fund Balance as of September 30, 2017		**$231,674**
Add Fiscal Year 2017-18 Budgeted Revenues		
Property Tax (at 0.5000 mills)	292,352	
Based on $615,478,378 at .5000 mills		
Interest Earnings	2,400	$294,752
TOTAL AVAILABLE RESOURCES		**$526,426**
Less Fiscal Year 2017-18 Budgeted Expenditures		
Operations & Maintenance	36,000	
Transfer out for Interfund Loans	0	$36,000
BUDGETED CASH FLOW		**$258,752**
Projected Fund Balance as of September 30, 2018		**$490,426**

MOORINGS BAY TAXING DISTRICT
FINANCIAL SUMMARY
Fiscal Year 2017-18

Beginning Balance - Fund Balance as of September 30, 2016		**$1,172,040**
Projected Revenues FY 2016-17		31,400
Projected Expenditures FY 2016-17		20,900
Net Increase/(Decrease) in Net Unrestricted Assets		**10,500**
Expected Fund Balance as of September 30, 2017		**$1,182,540**
Add Fiscal Year 2017-18 Budgeted Revenues		
Property Tax (at 0.0125 mills)	23,756	
Based on $2,000,488,538 at 0.0125		
Interest Income	10,890	34,646
TOTAL AVAILABLE RESOURCES		**$1,217,186**
Less Fiscal Year 2017-18 Budgeted Expenditures		
Operations & Maintenance	24,250	
Capital Projects	0	24,250
BUDGETED CASH FLOW		**10,396**
Projected Fund Balance as of September 30, 2018		**$1,192,936**

Taxing District Funds

East Naples Bay Taxing District (Fund 150)
Moorings Bay Taxing District (Fund 151)

Mission Statement:
The mission of the Taxing Districts is to accomplish dredging and canal maintenance as established by referendum.

Fund Description
The East Naples Bay Taxing District and the Moorings Bay Taxing District were established by referendum in 1987 to accomplish maintenance dredging in the channels and waterways within the districts and to maintain necessary aids to navigation.

The East Naples Bay Special Taxing District encompasses the waterfront subdivisions of Golden Shores, Oyster Bay and Royal Harbor.

The Moorings Bay Special Taxing District includes all of the waterfront properties around the Moorings Bay System, from Seagate Drive south to Banyan Boulevard, including the subdivisions of Coquina Sands, the Moorings, and Park Shore.

Administration of the Districts is handled by the Natural Resources Division in the Stormwater Fund. Both Districts have an advisory board to collect public input.

2017-18 Significant Budgetary Issues

East Naples Bay
The budget for the East Naples Bay Taxing District is $36,000.

The estimated taxable value is $615,478,378 a 6.95% increase over the final FY 16-17 taxable value of $575,498,499.

Revenues
The tax rate of 0.5000 mills for the East Naples Bay Taxing District is based on the cap that was included in the referendum. Assuming a collection rate of slightly more than 95%, this fund is projected to collect $292,352 in property tax and $2,400 in interest income.

Expenditures
Budgeted expenditures for the East Naples Bay District total $36,000. The primary expense is permits and engineering which is budget at $25,000.

Minor recurring costs are postage, navigational markers and the Annual Special District Fee. There continues to be $10,000 budgeted for signs (repair and maintenance) at the recommendation of the East Naples Bay Advisory Board.

Moorings Bay
The budget for the Moorings Bay Taxing District is $24,250.

Revenues
The taxable value of the District is $2,000,488,538, a 9.31% increase over the prior year's taxable value of $1,830,041,369. At the current tax rate of 0.0125, and assuming a collection rate of 95%, this fund is projected to collect $23,756 in property tax. In addition to the property taxes, the fund should receive approximately $10,890 in interest income.

Taxing District Funds (continued)

East Naples Bay Taxing District (Fund 150)
Moorings Bay Taxing District (Fund 151)

Expenditures

Expenditures for the Moorings Bay District are budgeted to be $24,250.

This includes $250 for state required fee, $20,000 for continued water quality analysis; $2,000 for navigational aids; and $2,000 for poles, signs and buoys.

FISCAL YEAR 2017-18
BUDGET DETAIL
SPECIAL TAXING DISTRICT
EAST NAPLES BAY

150.6062.537

	2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
OPERATING EXPENSES					
530000 OPERATING EXPENDITURES	213	1,000	1,000	1,000	0
531010 PROFESSIONAL SERVICES	0	25,000	25,000	25,000	0
Permits or other professional engineering					
546000 REPAIR AND MAINTENANCE	1,575	10,000	5,000	10,000	0
Sign repair or navigational aids as needed					
TOTAL OPERATING EXPENSES	**1,788**	**36,000**	**31,000**	**36,000**	**0**
NON-OPERATING EXPENSES					
560300 IMPROVEMENTS OTHER THAN BLDGS	9,624	0	43,090	0	0
(East Naples Bay Canal Markers)					
591010 TRANSFER TO GENERAL FUND	1,331	14,000	14,000	0	(14,000)
591340 TRANSFER TO CAPITAL PROJECTS	1,331	14,000	14,000	0	(14,000)
591420 TRANSFER TO WATER SEWER	1,331	14,000	14,000	0	(14,000)
591470 TRANSFER TO STORMWATER	1,331	14,000	14,000	0	(14,000)
TOTAL NON-OPERATING EXPENSES	**14,948**	**56,000**	**99,090**	**0**	**(56,000)**
TOTAL EXPENSES	**$16,736**	**$92,000**	**$130,090**	**$36,000**	**($56,000)**

FISCAL YEAR 2017-18
BUDGET DETAIL
SPECIAL TAXING DISTRICT
MOORINGS BAY

151.6062.537

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	181	250	250	250	0
531010	PROFESSIONAL SERVICES	13,848	20,000	18,500	20,000	0
	Water quality analysis					
546000	REPAIR AND MAINTENANCE	3,186	2,000	2,000	2,000	0
	Replacement and repair of signs and navigational aids					
552000	OPERATING SUPPLIES		2,000	150	2,000	0
	TOTAL OPERATING EXPENSES	**17,215**	**24,250**	**20,900**	**24,250**	**0**
	TOTAL EXPENSES	**$17,215**	**$24,250**	**$20,900**	**$24,250**	**$0**

FIFTH AVENUE SOUTH BUSINESS IMPROVEMENT DISTRICT

FINANCIAL SUMMARY
Fiscal Year 2017-18

Beginning Balance - Fund Balance as of September 30, 2016		**$5,048**
Projected Revenues FY 2016-17		$471,000
Projected Expenditures FY 2016-17		$470,900
Net Increase/(Decrease) in Net Unrestricted Assets		**$100**
Expected Fund Balance as of September 30, 2017		**$5,148**
Add Fiscal Year 2017-18 Budgeted Revenues		
Special Assessments @ 2.5 millage rate		$510,186
Based on projected taxable value of $216,325,505, 2.5% assessment @ 95%		
TOTAL AVAILABLE RESOURCES		**$515,334**
Less Fiscal Year 2017-18 Budgeted Expenditures		
Paid to Fifth Ave BID	500,000	
BID operating expenditures	10,673	$510,673
BUDGETED CASH FLOW		**($487)**
Projected Fund Balance as of September 30, 2018		**$4,661**

Fifth Avenue South Business Improvement District

Fifth Avenue South BID (Fund 138)

Mission Statement:
The mission of the Fifth Avenue South Business Improvement District (BID) is to stabilize and improve retail business through promotion, management, marketing, and other similar activities within the Fifth Avenue South assessment area.

Fund Description

The Fifth Avenue South Business Improvement District (BID) was established by Resolution 10-12801 and 10-12820 to assess property that will specifically benefit from improvements by the promotion and marketing of the District. In accordance with the enabling resolution, the BID will remain in existence for an initial period of ten (10) years (with first year of collections occurring in 2010). The District can be extended an additional ten (10) years by approval of City Council.

The Fifth Avenue South BID covers all of Fifth Avenue South from 9th Street South to 3rd Street South, between 6th Avenue South and 4th Avenue South, excluding residential properties. Assessments are included in the ad valorem tax bills.

Management of the District is handled by the Fifth Avenue BID Corporation. The Corporation has a Board of Directors.

2017-18 Significant Budgetary Issues

Revenues

The first year of revenue collection occurred in FY 2010-11, when the City sent out individual bills. In FY 2011-12, the City began using the tax bill collection method, which will continue for the life of the District.

At the April 19, 2017 City Council meeting, the Fifth Avenue BID board presented the District's proposed budget. The board recommended maintaining the special assessment rate at 2.5 mills.

FY 17-18 revenues for the BID are estimated based on the preliminary taxable value of $216,325,505, compared to the prior year of $196,546,546. The total assessment is estimated to be $531,443; allowing for a collection rate adjusted for discounts and various exemptions, the income will be $510,186. The amount of revenue received for the BID assessment, minus direct expenses, will be transmitted to the BID.

Special Assessment Rate History

2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
2.0	2.0	2.0	2.5	2.5	2.5	2.5	2.5

Expenditures

Budgeted expenditures for the Fifth Avenue South BID total $510,673. After administrative expenses and required advertising expenses are paid, remaining money will be paid to the Fifth Avenue BID Corporation. With $10,673 budgeted for the administrative costs of the Property Appraiser, Tax Collector and Assessment District Management firm and advertising, the 5th Avenue BID Corporation should receive $500,000. Payments are made to the BID Corporation regularly and within 45 days after the City receives money from the County.

Fifth Avenue South
Business Improvement District

At the April 19, 2017 Council Meeting, the BID management presented this preliminary budget to Naples City Council. The actual budget will be subject to BID revenue funds received.

	2017 Budget	2018 Budget
REVENUES		
BID Assessment	445,000	465,000
Events/Sponsors/Contributions	45,500	46,000
Magazine Sales	10,000	11,000
Interest Income	200	200
TOTAL REVENUES	**500,700**	**522,200**
EXPENDITURES		
Administration		
Personnel	107,500	110,000
Office Operations	50,000	50,000
Organization/Staff Development	2,000	2,000
Committees	1,500	1,500
Total Administration	**161,000**	**163,500**
Programs		
Avenue Enrichment	108,000	120,000
Marketing	150,000	170,000
Events	57,000	57,000
Total Programs	**315,000**	**347,000**
Total Expenditures	**476,000**	**510,500**
NET	**24,700**	**11,700**

FISCAL YEAR 2017-18
BUDGET DETAIL
SPECIAL ASSESSMENT DISTRICT
FIFTH AVENUE SOUTH BUSINESS IMPROVEMENT DISTRICT

138.0511.552

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
REVENUE						
	ASSESSMENTS	400,981	460,000	471,000	510,186	50,186
	TOTAL REVENUE	**400,981**	**460,000**	**471,000**	**510,186**	**50,186**
OPERATING EXPENSES						
531010	PROFESSIONAL SERVICES	391,747	450,000	461,250	500,000	50,000
	Paid to 5th Ave BID Corp.					
531040	OTHER CONTRACTUAL SERVICES	9,241	9,250	9,650	10,673	1,423
	Fees for Special Assessment management, including property appraiser and tax collector.					
547020	ADVERTISING	0	0	0	0	0
	TOTAL OPERATING EXPENSES	**400,988**	**459,250**	**470,900**	**510,673**	**51,423**
	TOTAL EXPENSES	**400,988**	**459,250**	**470,900**	**510,673**	**51,423**

PORT ROYAL DREDGING
FINANCIAL SUMMARY
Fiscal Year 2017-18

Beginning Balance - Fund Balance as of September 30, 2016		**$162,424**
Projected Revenues FY 2016-17		$63,000
Projected Expenditures FY 2016-17		$65,875
Net Increase/(Decrease) in Net Unrestricted Assets		**($2,875)**
Expected Fund Balance as of September 30, 2017		**$159,549**
Add Fiscal Year 2017-18 Budgeted Revenues		
Special Assessments (1)	60,000	$60,000
TOTAL AVAILABLE RESOURCES		**$219,549**
Less Fiscal Year 2017-18 Budgeted Expenditures		
Operating Expenditures	3,878	
Interfund Loan Repayments (1)	56,122	$60,000
BUDGETED CASH FLOW		**$0**
Projected Fund Balance as of September 30, 2018		**$159,549**

(1) Annually, net payments will be returned to the Capital Project Fund, the fund that made the original loan.

Port Royal Canal
Special Assessment District

Port Royal Canal (Fund 155)

Mission Statement:
The mission of the Port Royal Special Assessment District is to remove sediment from the Port Royal and Champney Bay canals within the Port Royal area.

Fund Description

The Port Royal Special Assessment District Fund was established to track the revenues and expenditures of the Port Royal Area Special Assessment District.

On April 9, 2010, the Port Royal Association approached the City of Naples to perform a dredging of the canals in their area, following the guidelines of the City's Special Assessment Policy. After meetings and a ballot-based vote, the approximate 476 property owners became part of a dredging district to approve the project to be managed by the City, and repay the City using the tax bill method. The City funded the project from the Capital Projects Fund, and the annual assessments will replenish this use.

The assessment district, the Port Royal Canal Dredging District, was approved by Resolution 11-12978 for the purpose of providing a funding source, via special assessments, for maintenance dredging. In accordance with the enabling resolution, assessments could be prepaid, thus avoiding interest and finance charges, or be imposed for six years as an assessment, with interest and finance charges added. By September 2014, $1,651,340 of the $2 million project had already been prepaid, leaving just $381,000 to be repaid by the property owners in the Special Assessment District, and these assessments were placed on the tax rolls to be repaid over six years.

On January 18, 2012, the $2,013,252 dredging project began with $355,270 from the Capital Projects Fund for the Engineering of the project, per Resolution 12-13029. Dredging was completed in FY 15-16.

Revenues, either payoffs or tax bill assessments, are received in this fund, but returned to the Capital Project Fund on a quarterly basis, per resolution 14-13517.

2017-18 Significant Budgetary Issues

Revenues

The Assessment Area is substantially comprised of similarly zoned parcels, with each of the main canals being assessed costs based on the volume of the dredging, as estimated in the initial resolution. The price per property is shown in the chart below:

Galleon (Buccaneers Cove, Galleon Cove, Runaway Bay and Benbow's Bight (a.k.a. Treasure Cove)	$4,616
Champney Bay (and Doubloon Bay Entrance)	$9,057
Harbor Head Canal	$18,846
Cutlass Cove Canal	$3,965
Doubloon Bay I (Circle and Entrance) Doubloon Bay, Man of War Cove, Smuggler's Bay, Hidden Bay, Morgan Cove, Old Harbor Cove and Old Harbour Channel	$2,051
Doubloon Bay II (Entrance Only)	$505

Port Royal Canal

Special Assessment District

Tax roll assessments began in November 2014 (FY 14-15) for customers who chose to pay over the six year period. Most customers chose to prepay, and the revenue is projected assuming that the remaining customers pay over the remaining four years, for approximately $60,000 annually.

Expenditures

The operating expenditures for the Port Royal Dredging Assessment are for the costs of billing and assessment collections for $3,878. The Surplus is transferred to the lending fund, the Capital Projects Fund. This budget estimates that $56,122 will be returned to the Capital Projects Fund this year.

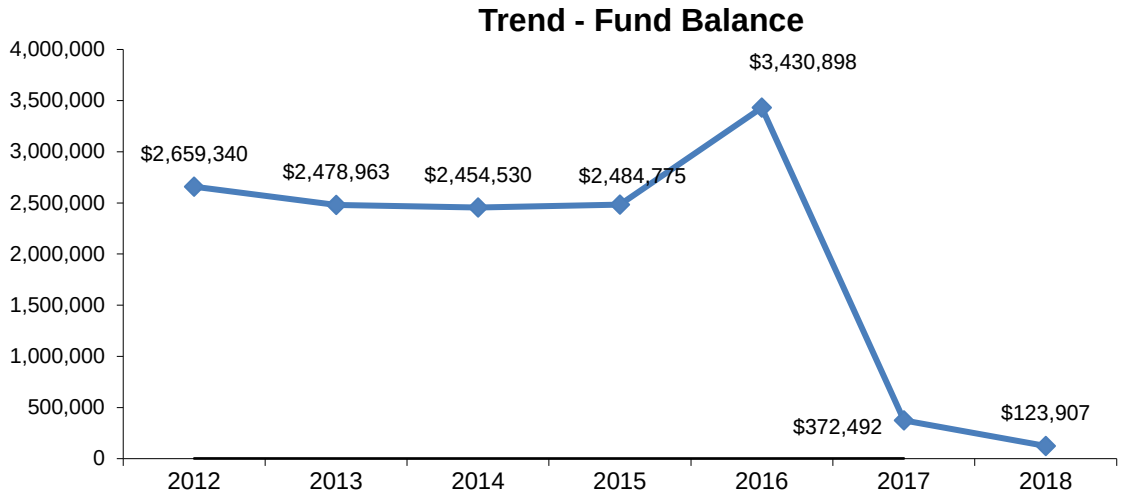
FISCAL YEAR 2017-18
BUDGET DETAIL
SPECIAL ASSESSMENT DISTRICT
PORT ROYAL AREA DREDGING

155.6062.537

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
REVENUE						
331010	DREDGING ASSESSMENT	96,145	66,000	63,000	60,000	(6,000)
	TOTAL REVENUE	**96,145**	**66,000**	**63,000**	**60,000**	**(6,000)**
EXPENSES						
531010	PROFESSIONAL SERVICES	2,903	2,640	2,595	2,678	38
549000	OTHER CHARGES	1,330	1,400	1,320	1,200	(200)
571000	INTERFUND LOAN REPAYMENT	95,688	61,960	61,960	56,122	(5,838)
	TOTAL EXPENSES	99,921	66,000	65,875	60,000	(6,000)
	Net	**($3,776)**	**$0**	**($2,875)**	**$0**	**$0**

COMMUNITY REDEVELOPMENT AGENCY
FINANCIAL SUMMARY
FISCAL YEAR 2017-18

Fund Balance as of September 30, 2016		**$3,430,898**
Projected Revenues FY 2016-17		**3,121,356**
Projected Expenditures FY 2016-17		**6,179,762**
Net Increase/(Decrease) in Net Unrestricted Assets		**(3,058,406)**
Expected Fund Balance as of September 30, 2017		**$372,492**
Add Fiscal Year 2017-18 Budgeted Revenues		
Tax Increment Financing City 1.1500	875,736	
Tax Increment Financing County 3.5645	2,714,401	
Taxable Value of $985,398,378 - $183,809,274 = Tax Increment of $801,589,104		
Interest Income	32,000	
		3,622,137
TOTAL AVAILABLE RESOURCES:		**$3,994,629**
Less Fiscal Year 2017-18 Expenditures		
Personal Services	593,054	
Operating Expenses	781,757	
Capital Improvements	1,504,500	
Transfer out for Bonded Debt	991,411	
		3,870,722
BUDGETED CASH FLOW		**(248,585)**
Projected Fund Balance as of September 30, 2018		**$123,907**



Community Redevelopment Agency

Community Redevelopment Agency (Fund 180)

Mission Statement:

The mission of the CRA is to implement the Community Redevelopment Plan as adopted by the Naples City Council pursuant to Chapter 163, Part III of the Florida Statutes. The CRA will use Tax Increment Financing (TIF) as a source of funding for capital improvement projects identified in the plan and will ensure that development within the CRA district meets the quality standards consistent with the community's vision for Naples.

Fund Description

The Community Redevelopment Agency (CRA) is governed by a Board comprised of the members of City Council, with assistance from the Community Redevelopment Agency Advisory Board (CRAAB), consisting primarily of property and/or business owners from the redevelopment area appointed by City Council. The CRA was originally established in 1994 by Resolutions 94-7098 and 94-7099. The CRA District is in the area south of 7th Avenue North, west of the Gordon River, north of 8th Avenue South, and east of 3rd Street South. The actual boundaries are defined within the enabling legislation. On January 15, 2014, Resolution 14-13401 was approved, amending and modifying the Redevelopment Plan. The plan amendment extends the sunset date to September 30, 2044.

The purpose of a CRA is to eliminate or prevent slum and blight and preserve and enhance the taxable value of property in the redevelopment area. The law prescribes the use of Tax Increment Financing (TIF) as a means of funding redevelopment projects specified in the Redevelopment Plan. Florida Statutes confer broad authority to the CRA to undertake and carry out community redevelopment and related activities within the redevelopment area.

2016-17 Department Accomplishments

- Completed the Central Avenue streetscape, roadway, and drainage improvement project in collaboration with the Streets and Stormwater and Utilities Departments.
- Recommended a capital improvement program designed to increase public redevelopment efforts to coincide with private development, improve connectivity, support the development of Baker Park and create a sense of place as envisioned for the Heart of Naples.
- Engaged in discussions with FDOT to obtain approval to include a traffic signal at 1st Avenue South and US41. This is the first step in design of this corridor. Further discussion to follow publication of the Downtown Naples Mobility Study report.
- Completed conceptual design of the 3rd Avenue South corridor, including a roundabout intersection at 3rd Avenue South and 10th Street, and a roundabout at the intersection at 8th Street and 3rd Avenue South. Final design of 3rd Avenue South between 9th Street and 10th Street, including a roundabout intersection at 3rd Avenue South and 10th Street, was approved, with construction expected to begin in July 2017 and be complete by the end of 2017.
- In conjunction with the City Planning Department, continued public outreach and review of the D-Downtown zoning district regulations and boundaries, to identify specific regulatory changes desired and staff action required.
- Allocated funds for improvements to restroom and recreational facilities, bicycle and walking trails, and street lighting in the Anthony Park and River Park neighborhood.
- Considered a comprehensive wayfinding program (a strategy to direct residents and visitors to key locations, support business, increase connectivity within the CRA) as part of the Downtown Naples Mobility Study to enhance the efficiency of the multi-modal transportation system. Implementation of the program was budgeted in FY16-17 and will

be carried over into 2017-18 pending a final decision on implementation and other Mobility recommendations.
- Engaged a firm to begin the design process for the 8th Street corridor.
- Advanced consideration of a land purchase contract for additional public parking facilities in the 5th Avenue Overlay District as envisioned by the 1994 Fifth Avenue Master Plan.
- Continued Community Policing throughout the CRA.
- Continued an enhanced level of right-of-way maintenance.

2017-18 Departmental Goals and Objectives

As part of Vision Goal 3, maintain an extraordinary quality of life by maintaining and improving amenities for residents
- Consider implementation of a uniform wayfinding signage program in the context of the Downtown Naples Mobility Study.
- Substantially complete design of 8th Street improvements.
- Complete construction of 3rd Avenue South improvements between US41 and 10th Street.
- Complete funded improvements in Anthony Park and River Park neighborhood. Continue to communicate with the neighborhood to identify appropriate improvements to attain the goals of the Redevelopment Plan.
- Consider a partnership with Habitat for Humanity Collier County to rehabilitate, protect, and preserve owner occupied housing for eligible persons in the redevelopment area.
- Ensure the redevelopment area is maintained to a high standard of aesthetics, code compliance, and public safety.
- Continue Community Policing throughout the CRA.

As part of Vision Goal 4, strengthen the economic health of the City
- Cooperate with the Fifth Avenue South Business Improvement District to stabilize and enhance the business district and ensure that budgets and reports are timely and appropriate.

As part of Vision Goal 5, maintain and enhance governance capacity for public service and leadership
- Engage residents, property owners, and merchants, in the redevelopment area to increase involvement with City and CRA decisions.

2017-18 Significant Budgetary Issues

This budget was prepared by the City Manager's Office, with the cooperation of the Police and Community Services departments. The accounts of the CRA are divided into the following three Divisions to improve accountability:
- CRA Administration (Division 1501)
- CRA Maintenance (Division 1517)
- CRA Law Enforcement (Division 1520)

Revenues
Budgeted revenues are $3,622,137, $519,787 more than the adopted FY 16-17 budget. The primary revenue earned by the CRA is an amount equal to the ad valorem taxes collected on the value of the Tax Increment. The Tax Increment is the amount of taxes generated from increased property values within the District in excess of the base year. The CRA receives these revenues from the City and the County, based on the increase over the 1993 property tax value ($183,809,274).

Community Redevelopment Agency

Community Redevelopment Agency (continued)

The taxable value of property in the District is $985,398,378, (compared to FY 16-17 value of $873,308,124) for a tax incremental value of $801,589,104. Taxable value increased 12.8%. The budget was developed using a tax rate of 1.1500 from the City and 3.5645 from the County, to bring in $875,736 and $2,714,401 respectively. State law requires that the tax increment revenues be distributed to CRAs by January 1.

In addition to the tax increment revenue, the fund should receive approximately $32,000 in interest income.

Several high value private developments in the redevelopment area have been approved and have been constructed, or are in various stages of development and are expected to favorably impact tax increment revenue in the future. These developments include:

- Naples Square (300-unit residential development – under construction)
- Naples Square (commercial development – start date pending)
- Mangrove Bay (52 single family home subdivision – under construction)
- Hyatt House Hotel (180+ rooms – constructed)
- 1075 Central (212-unit residential development – approved)
- 41-10 Design Park (multiple commercial buildings constructed and under construction)
- 465 5th Avenue South (mixed use development under construction)
- 560 9th Street South (mixed use development – approved)
- 505 5th Avenue South (mixed use development – approved)

Expenditures
The work program for the CRA is represented in this budget. Total expenditures for the FY 17-18 budget are $3,870,722, which is $357,514 less than the budget of FY 16-17.

Expenditures for landscape maintenance have increased by $42,000 annually due to landscape improvements associated with the Central Avenue enhancement project and other landscape costs.

Included in this budget is $50,000 for a proposed partnership with Habitat for Humanity- Collier County to rehabilitate, protect, and preserve owner occupied housing for eligible persons in the redevelopment area, dependent upon a suitable agreement between the parties. Future budgets will be determined based in part upon program usage and experience.

The Board of the CRA has adopted an accelerated CIP, which has changed the expenditure outlook for the fund. Several projects are expected to be started and underway in the next two years. The Board is expected to consider a land purchase contract for additional public parking facilities in the 5th Avenue Overlay District as envisioned in the 1994 Fifth Avenue Master Plan. Opportunities to complete other portions of the Redevelopment Plan may be available. See the section “Funding Considerations for Additional Redevelopment Projects That May Be Desired” in this document for further discussion of expenditures.

Personal Services
There is no change in the number of employees from the previous budget. The 6.3 employees funded by the CRA are budgeted to cost $593,054 a $1,053 increase over the FY 16-17 budget. These positions consist of 3 community police officers, 3 landscape technicians, and thirty percent (30%) of the assistant city manager position.

Community Redevelopment Agency

Community Redevelopment Agency (continued)

Administration Division
The Administrative division is responsible for the implementation of the major capital projects. Current and future projects include construction of 3rd Ave South Improvements approved at $1.16 million (including funding from other sources) budgeted and encumbered in FY17, and $250,000 for design and $3,000,000 for construction of 8th Street improvements, budgeted for years FY17, FY18 and FY19.

Budgeted at $3,001,799, the Administration division's budget expenses are $520,166 less than the FY 16-17 adopted budget. Administration includes capital, debt, and transfers.

There is one bank loan outstanding for the CRA. In FY 2013 the debt obligations were refinanced at 1.42%, reduced from the prior interest rate of 2.18%. The annual debt service payment for the CRA is budgeted at $991,411.

The primary reason for the decrease in this division is because FY16-17 included a one-time transfer of $1,000,000 to the Baker Park Fund to assist in that project with its impact on the community.

This division includes capital of $1.5 million for the 8th Street South improvement project, and $50,000 for the previously mentioned Housing Assistance project. The project entitled Wayfinding was budgeted in FY 16-17 for $150,000. However the project has been delayed and will be re-budgeted for the $150,000 in FY17-18.

Maintenance Division

The Maintenance division's budget of $483,641 is a $140,807 increase over the FY 16-17 budget. The increases reflect the current year's costs of maintenance in the CRA, including the aforementioned increase in landscape maintenance, and $100,000 in scheduled maintenance for the parking garage at 801 6th Avenue South, including painting and sealing.

Law Enforcement Division

The Law Enforcement division's budget consists primarily of the salary and benefits of the three police officers assigned to the CRA. The budget of $385,282 is a $21,845 increase over the FY16-17 adopted budget. The increase is reflective of the costs of employees assigned to this function, and the added cost to replace two of the bicycles used specifically in the CRA by the officers assigned there.

Funding Considerations for Additional Redevelopment Projects That May Be Desired

On July 25, 2016, the CRA Advisory Board (CRAAB) recommended approval of the proposed FY2016-17 CRA budget and approved a motion to include $15 million in FY17-18 for the acquisition of land and construction of a west end 5th Avenue South parking garage.

On August 17, 2016, the CRA Board met to review the proposed FY2016-17 CRA budget. At this meeting, the CRA Board did not accept the recommendation of the Advisory Board to include $15 million in FY17-18 for the acquisition of land and construction of a west end 5th Avenue South parking garage. The CRA Board did direct staff to obtain an appraisal for the parcels comprising the existing parking lot at 4th Avenue South and 4th Street South and to engage in discussions with the property owner about potential acquisition of these parcels. As a result, a contract to purchase, contingent on CRA/City Council approval, has been executed.

Community Redevelopment Agency

Community Redevelopment Agency (continued)

The Redevelopment Plan includes the Fifth Avenue South Master Plan which identified these specific parcels of land as the location of a third parking garage on the original Regulating Plan. The Redevelopment Plan suggests land acquisition for this garage in the first ten years following the 2014 adoption date.

As the Preliminary Budget is being prepared, it is anticipated the CRA Board will consider acquisition of the land identified in the Regulating Plan and construction of a public parking garage on the site. The land cost is estimated at $6 million and the garage cost at $9 million.

Available to fund this purchase may be $1,330,925 in the 5th Avenue Parking Fund. In December 2016, a payment of $520,000 was been deposited pursuant to Resolution 15-13734 approving a parking allocation for the development at 560 9th Street South. Another payment of $810,925 will be deposited upon issuance of a building permit for construction of 505 5th Ave S. (See Resolution 2017-13921.)

The 2014 Redevelopment Plan estimated there would be about $121 million in tax increment revenue, and about $42 million in personal and operating expenses through 2043, with $79 million available for capital investment and debt service. Assumptions in that report included a constant millage rate and 2.5% annual growth in taxable value. Updating the assumptions with the actual taxable value increases realized to date, the City millage rate decrease from 1.18 to 1.15, larger annual increases in personal (4%) and operating expenses (5%), and assuming 6.5% growth in FY2019 (per the December 2016 Revenue Estimating Conference), followed by 2.5% each year thereafter, the comparable figures are: $179 million in tax increment revenue, $65 million in personal and operating expenses, and $114 million available for capital investment and debt service.

As described in the 2014 Redevelopment Plan, the CRA may borrow funds to significantly accelerate the implementation of projects. Interest rates remain at relatively low levels and are projected to increase. The CRA has one debt issue outstanding, part of the 2013 Public Service Tax Revenue Note. The schedule has payments of approximately $1 million annually through 2022, when the final payment of $263,988 is due.

Currently, municipalities in Florida can issue AAA rated bonds at 2.75%, assuming a 20-year term. For every million dollars issued, the debt service payment would be just less than $68,000, but costs of issuance will change based on the size and type of debt issued. Costs of issuance will include bond counsel, city attorney, financial advisor, and possibly costs of underwriters, bank counsel, disclosure counsel and accountants. The following chart provides some estimated payment schedules:

Amount borrowed	Expected annual debt payment	Annual cost of issuance	Total Annual Payment for 20 years
$10,000,000	$656,720	3,840	$660,560
$15,000,000	$985,080	4,660	$989,740
$20,000,000	$1,313,430	5,680	$1,319,110
$25,000,000	$1,641,790	6,800	$1,648,590

Community Redevelopment Agency (continued)

For example, if the CRA authorized a debt issuance of $20,000,000 to fund the land acquisition ($6 million), the construction of the garage ($9 million), and other scheduled capital projects ($5 million), the financial summary would be adjusted as shown below. Specifically, the $1.5 million Capital Outlay from the CRA fund would be eliminated (because the capital would be funded by debt) and the fund would instead pay $1.32 million in debt service.

Expected Fund Balance as of 9/30/2017	**372,492**
FY 17-18 Budgeted Revenue	3,622,137
FY 17-18 Expenses	
Personal Services	593,054
Operating Expenses	781,757
Current Debt Payment (until 2022)	991,411
Capital	1,504,500
Original Budgeted Cash Flow	**(248,585)**

Adjusted for:	
Capital Funded from Debt	(1,500,000)
New Debt Service	1,319,110
Net Change	180,890
Revised Budgeted Cash Flow	(67,695)
Expected Fund Balance as of 9/30/2017	304,797

Subsequent years would regain a positive cash flow, because of the elimination of $250,000 non-recurring operating expenses (Wayfaring and Garage Painting) occurring in FY17-18. The above option is only one of many variations on debt and financing.

Another debt term of consideration could be to pay interest only on the new debt, until the current debt is paid in full in 2022. More complicated financial structures would come with a price of higher interest rates, but may provide financial benefits of interest to the community.

CITY OF NAPLES
COMMUNITY REDEVELOPMENT AGENCY FUND
REVENUE SUMMARY

	ACTUAL 2014-15	ACTUAL 2015-16	ADOPTED 2016-17	ESTIMATED 2016-17	PROPOSED 2017-18
City Tax Increment	547,870	628,592	753,825	753,825	875,736
Transfer from Parking Funds	0	338,072	0	0	0
Parking Fund 185 was used for debt service related to parking garages					
County Tax Increment	1,654,975	1,898,827	2,336,525	2,336,531	2,714,401
Interest Income	22,333	34,843	12,000	31,000	32,000
General Fund Transfer In	0	235,000	0	0	0
TOTAL REVENUES	**$2,225,178**	**$3,135,334**	**$3,102,350**	**$3,121,356**	**$3,622,137**

FUND 180: COMMUNITY REDEVELOPMENT FUND

FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE	FY 2018 Proposed
			Administration (0501)	
0.3	0.3	0.3	Assistant City Manager*	42,008
0.3	0.3	0.3		$42,008
			Parks & Parkways Maintenance (1517)	
3	3	3	Landscape Technician	108,177
3	3	3		$108,177
			Law Enforcement (1520)	
3	3	3	Community Police Officer	207,754
3	3	3		$207,754
6.3	**6.3**	**6.3**	**Regular Salaries**	**357,939**
			State Incentive Pay	**3,480**
			Overtime	**4,700**
			Holiday Pay	**3,000**
			Other Payroll Expenses	**223,935**
			Total Personal Services	**$593,054**

* 70% of the Assistant City Manager is in General Fund/City Manager Department.

FISCAL YEAR 2017-18
BUDGET DETAIL
COMMUNITY REDEVELOPMENT AGENCY FUND
FUND SUMMARY

FUND 180

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	364,079	356,284	361,984	357,939	1,655
510300	OTHER SALARIES	3,000	4,500	6,000	6,000	1,500
510320	STATE INCENTIVE PAY	2,804	2,400	3,480	3,480	1,080
510400	OVERTIME	2,752	3,500	5,000	4,700	1,200
510420	HOLIDAY PAY	0	7,476	2,502	3,000	(4,476)
525100	FICA	26,822	25,638	26,609	26,300	662
525030	RETIREMENT CONTRIBUTIONS	96,666	107,569	87,751	112,101	4,532
525040	LIFE/HEALTH INSURANCE	80,082	84,634	80,990	79,534	(5,100)
525070	EMPLOYEE ALLOWANCES	0	0	0	0	0
	TOTAL PERSONAL SERVICES	**$576,205**	**$592,001**	**$574,316**	**$593,054**	**$1,053**
OPERATING EXPENSES						
530000	OPERATING EXPENSE	11,118	20,000	18,300	36,000	16,000
530010	CITY ADMINISTRATION	91,050	108,690	108,690	114,390	5,700
531010	PROFESSIONAL SERVICES	15,948	10,000	48,052	10,000	0
531020	INVESTMENT ADVISORY FEES	0	0	2,780	2,860	2,860
532040	OTHER CONTRACTUAL SERVICES	52,763	63,759	60,787	106,710	42,951
540000	TRAVEL AND PER DIEM	0	1,500	1,500	1,500	0
541000	COMMUNICATIONS	1,008	1,500	1,500	1,500	0
543010	ELECTRICITY	29,571	35,000	31,200	36,400	1,400
545220	SELF INSURANCE CHARGE	71,040	65,450	65,450	67,870	2,420
546000	REPAIR & MAINTENANCE	84,155	275,825	77,424	347,000	71,175
547020	ADVERTISING-NON LEGAL	102	500	500	500	0
549020	TECHNOLOGY SVC CHARGE	11,084	9,300	9,300	1,040	(8,260)
551000	OFFICE SUPPLIES	0	500	500	500	0
552000	OPERATING SUPPLIES/MINOR EQUIP	1,669	1,850	1,650	1,650	(200)
552070	UNIFORMS	799	900	900	900	0
552090	OTHER CLOTHING	300	0	450	1,737	1,737
552520	MINOR OPERATING EQUIPMENT	0	0	0	0	0
554010	MEMBERSHIPS	1,670	1,000	1,170	1,200	200
	TOTAL OPERATING EXPENSES	**$372,277**	**$595,774**	**$430,153**	**$731,757**	**$135,983**
NON-OPERATING EXPENSES						
560300	IMPROVEMENTS O/T BUILDING	285,486	1,050,000	3,184,832	1,504,500	454,500
591210	BOND SINKING FUND	964,310	990,461	990,461	991,411	950
591250	TRANSFER/ BAKER PARK	0	1,000,000	1,000,000	0	(1,000,000)
580100	AID FOR HOUSING/REHAB	0	0	0	50,000	50,000
	TOTAL NON-OPERATING EXPENSES	**$1,249,796**	**$3,040,461**	**$5,175,293**	**$2,545,911**	**($494,550)**
	TOTAL EXPENSES	**$2,198,277**	**$4,228,236**	**$6,179,762**	**$3,870,722**	**($357,514)**

FISCAL YEAR 2017-18
BUDGET DETAIL
COMMUNITY REDEVELOPMENT AGENCY FUND
ADMINISTRATION

180-1501-552

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	39,893	40,784	40,784	42,008	1,224
525010	FICA	2,753	3,119	3,119	2,735	(384)
525030	RETIREMENT CONTRIBUTIONS	3,602	3,671	3,671	3,782	111
525040	LIFE/HEALTH INSURANCE	476	490	490	503	13
	TOTAL PERSONAL SERVICES	**$46,725**	**$48,064**	**$48,064**	**$49,028**	**$964**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	0	5,000	2,500	5,000	0
	Signs and other needs as appropriate					
530010	CITY ADMINISTRATION	91,050	108,690	108,690	114,390	5,700
531010	PROFESSIONAL SERVICES	15,948	10,000	48,052	10,000	0
531040	OTHER CONTRACTUAL SERVICES	2,537	5,000	8,087	5,000	0
531220	INVESTMENT ADVISORY FEES	0	0	2,780	2,860	2,860
	Formerly expensed as an offset to revenue, the fund's share of investment advisor services is now being expensed					
540000	TRAVEL AND PER DIEM	0	1,500	1,500	1,500	0
541000	COMMUNICATIONS	1,008	1,500	1,500	1,500	0
43-01	ELECTRICITY	0	0	0	0	0
545220	SELF INS PROPERTY DAMAGE	71,040	65,450	65,450	67,870	2,420
546000	REPAIR AND MAINTENANCE	39,288	225,000	29,904	200,000	(25,000)
	FY16-17 included Wayfinding for $150,000 that will not be completed; therefore budgeted for completion in FY 17-18					
547020	ADVERTISING (NON LEGAL)	102	500	500	500	0
	Annual Report as required					
549020	TECHNOLOGY SERVICE CHARGE	11,084	9,300	9,300	1,040	(8,260)
551000	OFFICE SUPPLIES	0	500	500	500	0
554010	MEMBERSHIPS	1,670	1,000	1,170	1,200	200
	FRA Dues, State fees, etc					
	TOTAL OPERATING EXPENSES	**$233,728**	**$433,440**	**$279,933**	**$411,360**	**($22,080)**
NON-OPERATING EXPENSES						
560300	IMPROVEMENTS O/T BUILDING	285,486	1,050,000	3,184,832	1,500,000	450,000
591250	TRANSFER/ BAKER PARK	0	1,000,000	1,000,000	0	(1,000,000)
591210	BOND SINKING FUND	964,310	990,461	990,461	991,411	950
	Transfer to the Debt Service Fund for principal and interest on fund's debt					
580100	AID FOR HOUSING/REHAB	0	0	0	50,000	50,000
	TOTAL NON-OPERATING EXPENSES	**$1,249,796**	**$3,040,461**	**$5,175,293**	**$2,541,411**	**($499,050)**
	TOTAL EXPENSES	**$1,530,248**	**$3,521,965**	**$5,503,290**	**$3,001,799**	**($520,166)**

FISCAL YEAR 2017-18
BUDGET DETAIL
COMMUNITY REDEVELOPMENT AGENCY FUND

COMMUNITY SERVICES MAINTENANCE

180.1517.552

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	121,757	121,124	118,900	108,177	(12,947)
510400	OVERTIME	1,481	1,500	2,000	2,700	1,200
525010	FICA	8,589	8,395	8,390	7,738	(657)
525030	RETIREMENT CONTRIBUTIONS	16,259	16,535	14,200	14,241	(2,294)
525040	LIFE/HEALTH INSURANCE	39,020	40,196	34,700	32,938	(7,258)
	TOTAL PERSONAL SERVICES	**187,105**	**187,750**	**178,190**	**165,794**	**(21,956)**
OPERATING EXPENSES						
530000	OPERATING EXPENSES	11,118	15,000	15,800	31,000	16,000
	Plants, flowers, trees, etc.					
531040	OTHER CONTRACTUAL SERVICES	50,225	58,759	52,700	101,710	42,951
	Landscape maintenance ($73,190), palm banding, elevator maintenance, pressure washing, alarms					
543010	ELECTRICITY	29,571	35,000	31,200	36,400	1,400
	Two Parking Garages					
546000	REPAIR & MAINTENANCE	44,867	50,825	47,520	147,000	96,175
	Holiday lights, paver repair, lighting repairs. FY17-18 includes garage painting, sealing and waterproofing					
552090	OTHER CLOTHING	300	0	450	1,737	1,737
	TOTAL OPERATING EXPENSES	**136,081**	**159,584**	**147,670**	**317,847**	**158,263**
	TOTAL EXPENSES	**323,186**	**347,334**	**325,860**	**483,641**	**140,807**

FISCAL YEAR 2017-18
BUDGET DETAIL
COMMUNITY REDEVELOPMENT AGENCY FUND
LAW ENFORCEMENT

180.1520.552

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	202,429	194,376	202,300	207,754	13,378
510300	OTHER SALARIES	3,000	4,500	6,000	6,000	1,500
	Longevity					
510320	STATE INCENTIVE PAY	2,804	2,400	3,480	3,480	1,080
510400	OVERTIME	1,271	2,000	3,000	2,000	0
510420	HOLIDAY PAY	0	7,476	2,502	3,000	(4,476)
525010	FICA	15,480	14,124	15,100	15,827	1,703
525030	RETIREMENT CONTRIBUTIONS	76,805	87,363	69,880	94,078	6,715
525040	LIFE/HEALTH INSURANCE	40,586	43,948	45,800	46,093	2,145
	TOTAL PERSONAL SERVICES	**$342,375**	**$356,187**	**$348,062**	**$378,232**	**$22,045**
OPERATING EXPENSES						
552000	OPERATING SUPPLIES	1,669	1,850	1,650	1,650	(200)
552070	UNIFORMS	799	900	900	900	0
	TOTAL OPERATING EXPENSES	**$2,468**	**$2,750**	**$2,550**	**$2,550**	**($200)**
NON-OPERATING EXPENSES						
560400	MACHINERY AND EQUIPMENT	0	0	0	4,500	4,500
	Replacement of two bicycles used in CRA					
	TOTAL NON-OPERATING EXPENS	**$0**	**$0**	**$0**	**$4,500**	**$4,500**
	TOTAL EXPENSES	**$344,843**	**$358,937**	**$350,612**	**$385,282**	**$21,845**

CAPITAL IMPROVEMENT PROJECTS

COMMUNITY REDEVELOPMENT AGENCY - FUND 180

CIP NUMBER	PROJECT DESCRIPTION	Dept Request 2017-18	2018-19	2019-20	2020-21	2021-22
18C14	8th Street S Improvements	1,500,000	1,500,000	0	0	0
	6th Ave Garage (Waterproof, Paint etc.)	100,000	0	0	0	0
	1st Ave S Improvements	0	370,000	2,000,000	0	0
	5th Avenue N Interconnect	0	300,000	0	0	0
TOTAL CRA FUND		**1,600,000**	**2,170,000**	**2,000,000**	**0**	**0**

CITY OF NAPLES
PUBLIC SERVICE TAX REVENUE NOTE, SERIES 2013

Authorized and Issued: $14,000,000
Dated: February 27, 2013
Final Maturity: December 1, 2021
Principal and Interest Payment: Monthly
Interest Rate: 1.42%
Revenue Pledged: Non-Ad Valorem Revenues

Public Service Tax Portion	Principal	Interest		Total Payment	Balance Remaining
FY 2017-18	651,134	36,380	$	687,514	2,209,760
FY 2018-19	653,181	27,131	$	680,312	1,556,578
FY 2019-20	665,467	17,767	$	683,234	891,111
FY 2020-21	708,466	8,118	$	716,585	182,645
FY 2021-22	182,645	439	$	183,084	(0)
CRA Portion					
FY 2017-18	938,866	52,545	$	991,411	3,186,240
FY 2018-19	941,819	39,174	$	980,993	2,244,422
FY 2019-20	959,533	25,651	$	985,184	1,284,889
FY 2020-21	1,021,534	11,736	$	1,033,270	263,355
FY 2021-22	263,355	633	$	263,988	0
	8,552,000	330,891		8,882,891	

Total Balance Remaining at 9/30/2018 **$ 5,396,000**

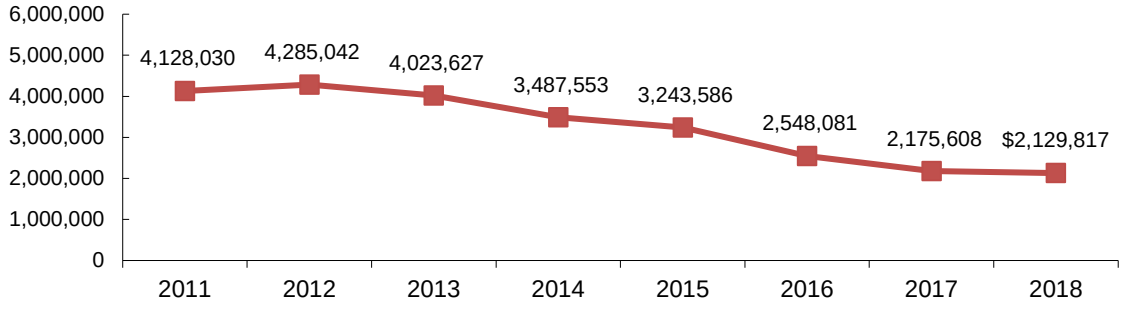
This page was left blank intentionally

STREETS FUND

FINANCIAL SUMMARY
FISCAL YEAR 2017-18

Beginning Fund Balance as of September 30, 2016		**2,548,081**
Projected Revenues FY 2016-17		**3,251,848**
Projected Expenditures FY 2016-17		**3,624,321**
Net Increase/(Decrease) in Fund Balance		**(372,473)**
Expected Fund Balance as of September 30, 2017		**$2,175,608**
Add Fiscal Year 2017-18 Budgeted Revenues		
6-Cent Gas Tax	739,000	
5-Cent Gas Tax	559,000	
Telecommunications Tax	825,000	
State Revenue Sharing	205,000	
Dept. of Transportation	313,896	
Impact Fees	200,000	
Interest Income	34,000	
Right of Way Permits	75,000	
Sale of Surplus Property	0	2,950,896
TOTAL AVAILABLE RESOURCES		**$5,126,504**
Less Fiscal Year 2017-18 Budgeted Expenditures		
Personal Services	546,987	
Operations & Maintenance	1,013,720	
Transfer - Self-Insurance	196,280	
Transfer - Administration	57,700	
Overlay Program	655,000	
CIP Projects	527,000	2,996,687
BUDGETED CASH FLOW		**(45,791)**
Projected Fund Balance as of September 30, 2018		**$2,129,817**

Trend - Fund Balance



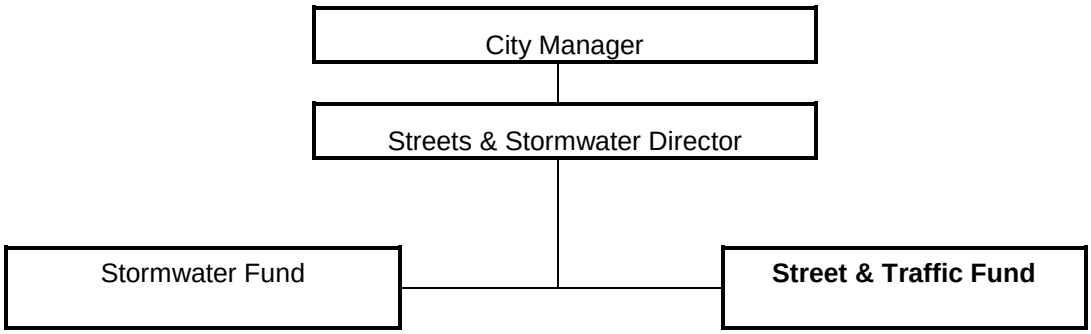
Streets Fund

Streets & Stormwater Department (Fund 190)

Mission Statement: To provide the public with a safe, clean and well-maintained transportation management system of streets, sidewalks, bridges and pathways and to monitor and control the efficient operation of signalized intersections via the City's transportation operations center.

Department Description

The Streets and Stormwater Department operates in two funds: Streets & Traffic Fund and Stormwater Fund. These operate in separate funds due to their separate sources of revenue. The Streets Fund is funded primarily through Gas Taxes. The Streets & Traffic Division is responsible for maintaining City streets, traffic signalization, street lighting and signage. The Stormwater fund is addressed in a separate section of this document.



2016-17 Department Accomplishments

- Completed brick paver crosswalk improvements along Gulf Shore Blvd North.
- Started engineering and design for a new 5-foot sidewalk along 5th Avenue North east of Goodlette-Frank Road within River Park, a Community Development Grant project.
- Completed construction on the Central Avenue Improvement Project.
- Resurfaced approximately 12 miles of City roads.
- Repaired 6,465 square feet of sidewalks.
- Held a public involvement meeting regarding span-wire intersection improvements and completed a report on remaining span-wire intersections.
- Started construction on the Gordon River Greenway Pedestrian & Bicycle Bridge and Boardwalk.
- Worked with FDOT on furthering the following projects: Emergency Signal Pre-emption, Traffic Management Center Consolidation Study, Traffic Signal Controller acquisition, St. Ann's School and Mooring Line Drive sidewalk projects.
- Prepared to deliver a final draft Downtown Circulation and Mobility Report to City Council by October 2017.
- Processed a record-breaking 531 Right-of-Way permit applications. Average is 290/year.
- Constructed the Old Trail Drive sidewalk.

Streets Fund

Streets & Stormwater Department (continued)

2017-18 Departmental Goals and Objectives

As part of Vision Goal 2b (promote community sustainability and environmental conservation)

- Provide maintenance and operational support services to maximize the service life of the City's transportation infrastructure.

As part of Vision Goal 3a (maintain and improve public amenities for residents) operate and maintain the City street system at the designated Level of Service 'C' while improving the aesthetics to maintain community character and value

- Plan resurfacing work in coordination with Stormwater and Utilities projects. Work to occur off season.
- Maintain traffic control devices for safe travel throughout the community by sign inspection/replacements and pavement marking improvements.
- Improve the sidewalk and pathway program for safe travel and for enhancement of community character.
- Maintain traffic signal systems to enhance circulation within the City, including continuous signal timing adjustments for main-line coordination.
- Maintain, replace and update signage to be balanced with the Manual of Uniform Traffic Control Devices (MUTCD) requirements and community needs and expectations.

As part of Vision Plan 3c (enhance mobility in the City) maintain traffic control, and continue maintaining City streets, bike lanes, sidewalks and pathways, provide planning and coordination of capital improvements related to street and traffic projects

- Continue to implement the Pedestrian and Bicycle Master Plan and work with the Metropolitan Planning Organization on the City and County multimodal transportation system.
- Complete the budgeted phase of street sign replacement and wayfaring project.

2017-18 Significant Budgetary Issues

The budget of the Streets and Traffic Fund for FY 2017-18 is $2,996,687, a decrease of $360,452 from the FY 2016-17 budget.

Revenues

Revenues into this fund total $2,950,896 which is $450,896 more than the FY16-17 budget, primarily due to the increase in Telecommunications Tax revenue. Telecommunications tax is shared between the General Fund, the Public Service Tax Fund and this fund, and for FY 17-18, the Streets fund is budgeted to receive $200,000 more than the prior year. This amount reduces the allocation to the General Fund.

The primary recurring revenue in this fund is the Local Option Fuel Tax (6-Cent Gas Tax). Collier County also participates in the second type of local fuel tax, called the fifth-cent option. Combined, the 5th and 6th cent gas taxes are budgeted at $1,298,000 in FY17-18, which is a $113,000 increase over FY16-17. This gas tax is split among the governments

of Collier County, with Naples receiving 8.21% of the countywide collections for the current five-year period.

The State of Florida has a revenue sharing program, funded by sales and use taxes and a state fuel tax. The State Department of Revenue provides this revenue estimate, and for FY17-18, it is estimated that $205,000 will be dedicated to transportation.

Estimates for these three revenue sources noted above are provided by the Florida Department of Revenue.

The City and County have an Interlocal Agreement for the collection of the County's transportation impact fees. The City keeps the first $200,000 of the County's impact fees, and the balance is sent to the County for expansions to County maintained roadways. Based on FY16-17 activity, the FY17-18 estimate for impact fee revenue is the entire $200,000. As of this publication, $406,200 in Transportation Impact Fees have been collected since the beginning of the fiscal year (October 1, 2016). In FY15-16, $457,658 in Transportation Impact Fees were collected with $257,657 reverting to Collier County. Impact fees are intended to be used towards multimodal transportation projects that accommodate capacity improvements. The City's impact fees that revert to Collier County, per the Interlocal Agreement, require the County to use the revenue for capacity improvements within Impact Fee District #3, which encompasses the City of Naples.

Telecommunications Tax is shared with three funds, General Fund, Public Service Tax Fund, and the Streets Fund. In FY16-17, the Streets Fund share was increased from $300,000 to $625,000 to assist in ensuring the long-term sustainability of this fund by funding the cost of street lighting. The revenue estimate for FY17-18 is $825,000, a $200,000 increase over FY 16-17, with a corresponding decrease in the General Fund. The Streets & Traffic Division is charged with the responsibility of regulating the public rights-of-way. This includes processing hundreds of permit applications submitted by public utility and telecommunications companies to install and maintain facilities within the public right-of-way. Recently passed legislation now places a 60-day deadline on the City for approving or denying permits. It also pre-empts local government control over the placement of wireless facilities when on or near cell towers and utility poles. The Streets & Traffic Division's level of effort will increase as a result of this new law.

Grant funds from Department of Transportation for a Mobility Study are budgeted at $54,485. The Streets Fund is also expected to receive $34,000 in interest earnings. The estimate for permit revenue in this fund has increased to $75,000 in FY 17-18, a $30,000 increase from FY 16-17.

Expenditures

The Streets Fund has 5.25 positions budgeted; the same amount as in FY16-17. The division supervises an additional 1.5 positions that are funded by the Building Department. These positions are dedicated to the review of transportation impacts associated building plans, parking needs analysis, transportation impact studies, platting,

Streets Fund

Streets & Stormwater Department (continued)

easement and right-of-way vacations, and other building related services at the reception counter

Shared positions with the Stormwater Fund are determined based on the amount of time the staff spent on each function. Personal Services, budgeted at $546,987, is $7,609 more than the adopted 2016-17 budget due to the annual salary increase.

Operating Expenses for this fund are $1,922,700 or $390,060 less than the FY16-17 adopted budget. The primary cause of this change is the road resurfacing program, which is budgeted at $655,000, a decrease of $495,000 from FY 16-17.

The major Operating Expenses are as follows:

City Administration (General Fund Chargeback)	$99,150
Street Overlay Program (Road Resurfacing)	$655,000
Street Light/Other Electricity	$360,000
Self-Insurance Transfer	$196,280
Road Repairs	$225,000
Other Maintenance (inc. mast arm replacement)	$173,000

The Streets fund has $527,000 of Capital Improvements for FY17-18. The projects are listed in detail on Capital Improvement Program (CIP) page at the end of this section and are more fully explained in the Five-Year CIP.

Also showing with the Capital Projects pages are several projects totaling $1,390,444 that are funded and managed by the Florida Department of Transportation (FDOT). Although these projects are not part of City operations, they impact City operations and need to be considered with other projects within the City.

2017-2018 Performance Measures

Performance Measures	Actual 2013-14	Actual 2014-15	Actual 2015-16	Estimated 2016-17	Projected 2017-18
# of Lane-Miles Resurfaced	8.5	9.0	10.0	12	9.5
Linear-Feet of Sidewalk Repairs\ Improvements	5,820	1,750	1,150	4,325	2,000
# of Pothole Work Orders resolved	63	52	44	68	60
# of Sidewalk Work Orders resolved	38	49	19	29	90
# of Traffic Signal Work Orders resolved (a)	6	18	12	220	120
# of Street Light Work Orders resolved. (a)	58	33	41	325	350

(a) Beginning FY16-17 number includes all repairs. Prior years reflect accident reports.

CITY OF NAPLES
STREETS FUND
REVENUE SUMMARY

	ACTUAL 2014-15	ACTUAL 2015-16	ADOPTED 2016-17	PROJECTED 2016-17	PROPOSED 2017-18
6-CENT LOCAL GAS TAX	664,754	698,702	660,000	732,000	739,000
5-CENT LOCAL GAS TAX	503,178	527,682	525,000	553,000	559,000
TELECOMMUNICATIONS TAX	300,000	625,000	625,000	625,000	825,000
STATE REVENUE SHARING	207,671	177,403	215,000	224,000	205,000
DOT MAINTENANCE AGREEMENT	160,090	191,498	195,000	246,621	259,411
DOT GRANT (MOBILITY STUDY)	0	0	0	295,515	54,485
IMPACT FEES	200,000	200,000	200,000	200,000	200,000
INTEREST INCOME	42,863	40,710	28,000	34,000	34,000
RIGHT OF WAY PERMITS	47,622	50,635	45,000	75,000	75,000
OTHER *	0	24,913	7,000	266,712	0
TRANSFER-GENERAL FUND	0	450,000	0	0	0
TOTAL REVENUE	**$2,126,179**	**$2,986,544**	**$2,500,000**	**$3,251,848**	**$2,950,896**

*Other includes $251,572 sale of land adjacent to 663 11th Ave S.

FUND: 190 STREETS FUND

STREETS & STORMWATER DEPARTMENT
FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE	FY 2018 Proposed
0.25	0.25	0.25	Streets & Stormwater Director (b)	33,557
0.50	0.50	0.50	Traffic Engineer (a)	50,539
1.00	1.00	1.00	Traffic Operations Supervisor	80,191
1.00	1.00	1.00	Signal Technician	51,418
2.00	2.00	2.00	Traffic Control Technician	108,641
0.25	0.25	0.25	Construction Project Coordinator (b)	23,777
0.25	0.25	0.25	Engineering Manager (b)	24,505
0.25	0.25	0.25	Administrative Coordinator (b)	13,510
5.25	**5.25**	**5.25**	**Regular Salaries**	**386,138**
			Other Salaries & Overtime	**19,640**
			Employer Payroll Expenses	**141,209**
			Total Personal Services	**546,987**

(a) 50% budgeted in the Building Fund 110
(b) 75% of these positions are budgeted in the Stormwater Fund 470

The Project Manager funded in the Building Fund is supervised by Streets and Stormwater.
The Project Manager funded in the Baker Park Fund is supervised by Streets and Stormwater

FISCAL YEAR 2017-18
BUDGET DETAIL
STREETS FUND

190-6502-541

	2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES					
510200 REGULAR SALARIES & WAGES	374,930	373,664	378,050	386,138	12,475
510300 OTHER SALARIES	9,828	10,140	10,140	10,140	0
510400 OVERTIME	6,825	9,500	7,500	9,500	0
525010 FICA	28,359	26,869	27,990	27,794	925
525030 RETIREMENT CONTRIBUTIONS	51,777	53,793	47,500	51,245	(2,548)
525040 LIFE/HEALTH INSURANCE	63,002	62,773	55,700	58,570	(4,203)
525070 EMPLOYEE ALLOWANCES	2,932	2,640	2,640	3,600	960
TOTAL PERSONAL SERVICES	**$537,652**	**$539,379**	**$529,520**	**$546,987**	**$7,609**
OPERATING EXPENSES					
530000 OPERATING EXPENDITURES	1,677	2,500	2,500	2,500	0
530010 CITY ADMINISTRATION FEE	92,190	92,680	92,680	99,150	6,470
531010 PROFESSIONAL SERVICES	38,483	37,700	37,000	57,700	20,000
Surveys, Traffic Operations Programing and Systems, Design/Permitting costs					
531040 OTHER CONTRACTUAL SERVICE	6,374	20,000	15,500	0	(20,000)
Moved to Professional Services to close this account					
531420 ROAD RESURFACING	853,639	1,150,000	1,180,000	655,000	(495,000)
540000 TRAINING & TRAVEL COSTS	184	2,500	2,500	2,500	0
541000 COMMUNICATIONS	3,003	4,000	4,000	5,000	1,000
541010 TELEPHONE	387	400	300	0	(400)
542100 EQUIP SERVICES - REPAIR	15,100	16,000	16,000	11,500	(4,500)
542110 EQUIP SERVICES - FUEL	16,555	10,000	10,000	13,000	3,000
543010 ELECTRICITY/STREET LIGHTS	319,516	345,000	345,000	360,000	15,000
545220 SELF INSURANCE CHARGE	222,990	198,590	198,590	196,280	(2,310)
546040 REPAIR AND MAINTENANCE	17,011	30,000	24,800	30,000	0
546060 OTHER MAINTENANCE	741,532	90,000	106,612	173,000	83,000
Sign materials, flags, cones, pavement markings, intersection - mast arm replacements					
546090 STREET LIGHT & POLE MAINT	9,359	40,000	25,700	42,000	2,000
546130 ROAD REPAIRS	230,242	225,000	221,400	225,000	0
Contract Street Patching, Contract Curb / Gutter Repairs, materials					
549020 TECHNOLOGY SVC CHARGE	28,746	28,290	28,290	29,370	1,080
551000 OFFICE SUPPLIES	2,989	3,000	3,000	3,100	100
552000 OPERATING SUPPLIES	12,739	13,000	12,750	13,300	300
552070 UNIFORMS	2,267	2,600	2,600	2,800	200
554010 MEMBERSHIPS	1,036	1,500	1,500	1,500	0
TOTAL OPERATING EXPENSES	**$2,616,018**	**$2,312,760**	**$2,330,722**	**$1,922,700**	**($390,060)**
NON-OPERATING EXPENSES					
560300 IMPROVEMENT O/T BLDG	492,965	505,000	763,529	527,000	22,000
560700 VEHICLES	35,952	0	550	0	0
TOTAL NON-OPERATING EXPENSES	**$528,917**	**$505,000**	**$764,079**	**$527,000**	**$22,000**
TOTAL EXPENSES	**$3,682,588**	**$3,357,139**	**$3,624,321**	**$2,996,687**	**($360,452)**

STREETS FUND 190

FIVE YEAR CAPITAL IMPROVEMENT PROGRAM

CIP NUMBER	PROJECT DESCRIPTION	DEPT REQUEST 2017-18	2018-19	2019-20	2020-21	2021-22
	*Annual Pavement Resurfacing Program	600,000	600,000	650,000	650,000	650,000
	*Arterial Pavement Resurfacing Program	55,000	0	0	0	0
	Total Programs Budgeted in the Operations Budget	**655,000**	**600,000**	**650,000**	**650,000**	**650,000**
18U31	Alley Maintenance & Improvements	75,000	75,000	75,000	75,000	75,000
18U29	Pedestrian & Bicycle Master Plan Projects	150,000	150,000	150,000	150,000	150,000
18U21	Citywide ADA Accessibility Improvements	15,000	15,000	15,000	15,000	15,000
18U01	Intersection/Signal System Improvements	70,000	275,000	70,000	300,000	75,000
18U32	Decorative Metal Speed Limit Signs	130,000	0	0	0	0
18U34	Crayton Road Improvements at Whispering Pine	80,000	0	0	0	0
18U33	Pressure Washer (3)	7,000	0	0	0	0
	Total Streets and Traffic CIP Budget	**527,000**	**515,000**	**310,000**	**540,000**	**315,000**
	TOTAL STREETS AND TRAFFIC FUND	**1,182,000**	**1,115,000**	**960,000**	**1,190,000**	**965,000**

*Pavement Resurfacing is budgeted in the Operations Budget "Road Resurfacing" line item, and identified on the CIP list for information only.

	FDOT FUNDED PROJECTS	2017-18	2018-19	2019-20	2020-21	2021-22
FDOT	SIDEWALKS: Naples Beach Access	522,531	0	0	1,142,780	0
FDOT	SIDEWALK: 3rd Street North (Central Ave - 7th Ave N)	391,178	0	0	0	
FDOT	SIDEWALK: 2nd Street S (6th Ave S - 11th Ave S)	217,324	0	0	0	
FDOT	SIDEWALK: Harbour Drive (Binnacle- Crayton)	0	0	0	0	623,838
FDOT	Reimbursement for Traffic Signal Operations on US41	90,751	69,760	71,853	72,500	73,000
FDOT	Reimbursement for US41 Street Lighting	138,660	132,000	133,000	134,000	135,000
FDOT	Traffic Operations Center	30,000	50,000	50,000	50,000	0
FDOT	**TOTAL**	**1,390,444**	**251,760**	**254,853**	**1,399,280**	**831,838**

This page was left blank intentionally

Baker Park Fund
FINANCIAL SUMMARY
Fiscal Year 2017-18

Beginning Balance - Fund Balance as of September 30, 2016		**$8,291,845**
Projected Revenues FY 2016-17		$8,859,860
Projected Expenditures FY 2016-17		$5,594,215
Net Increase/(Decrease) in Fund Balance		**$3,265,645**
Expected Fund Balance as of September 30, 2017		**$11,557,490**
Add Fiscal Year 2017-18 Budgeted Revenues		
Interest Income	75,000	
Donations and Pledges	2,829,500	
		$2,904,500
TOTAL AVAILABLE RESOURCES		**$14,461,990**
Less Fiscal Year 2017-18 Budgeted Expenditures		
Capital Projects/Bridge	0	
Capital Projects/Baker Park	14,446,984	
		$14,446,984
BUDGETED CASH FLOW		**($11,542,484)**
Projected Fund Balance as of September 30, 2018		**$15,006**

Baker Park Fund
(Fund 125)

Mission Statement:
This fund was created in 2014 to track and record the revenues and expenditures related to the Costs and donations related to the construction of Baker Park.

On June 5, 2013, City Council, by Resolution 13-13288, authorized the purchase of 6.7 acres of property for $3.0 million from the McCauley-Pulling Family Trust. This parcel, combined with 8.36 acres of upland property and 4.1 acres of mangrove wetlands, both owned by the City, created an opportunity for a new 19.2 acre public park. Funding for the property purchase was authorized from General Fund Undesignated Reserves.

On October 2, 2013, City Council directed staff to work with Matthew Kragh, President, MHK Architecture and Planning, accepting his offer to provide master planning and architectural services at no cost to the City. The park concept has received considerable support from the community to the extent that many private donations have been received. A $2 million donation from Jay and Patty Baker was pledged and the park has since been named after them.

Creation of Baker Park has been made possible by a public – private partnership, as donations from private individuals and City funds will be used to fund the park. The design of the park has been through many evolutions, and this budget is based on the approved design named Site Plan H2.

As part of Baker Park Project, a bridge and boardwalk are being constructed to provide a connection to the Gordon River Greenway. The Gordon River Greenway is a public pedestrian and bicycle trail through wetlands and uplands along the Gordon River. The Greenway travels from Freedom Park, with connections at the Naples Zoo, the Conservancy of Southwest Florida, and the Naples Airport, and eventually, to Baker Park. During FY 16-17, the bridge construction costs exceeded the approved budget of $2,700,000, and the City contributed $1.7 million from the General Fund to complete the bridge.

On June 13, 2016, Naples City Council reviewed the financial plan for the Park, including the $6.5 million future potential shortfall based on the expected construction pricing. Part of the shortfall was due to the return of $1.1 million of donations related to the change in amenities, therefore, for FY 16-17, Naples City Council approved City funding for the balance of the Park, with $1.0 million to come from the CRA, and $5.5 million from the General Fund. During FY 16-17, a donor added a $2 million donation for the Bridge, which has been tentatively added to the Park project.

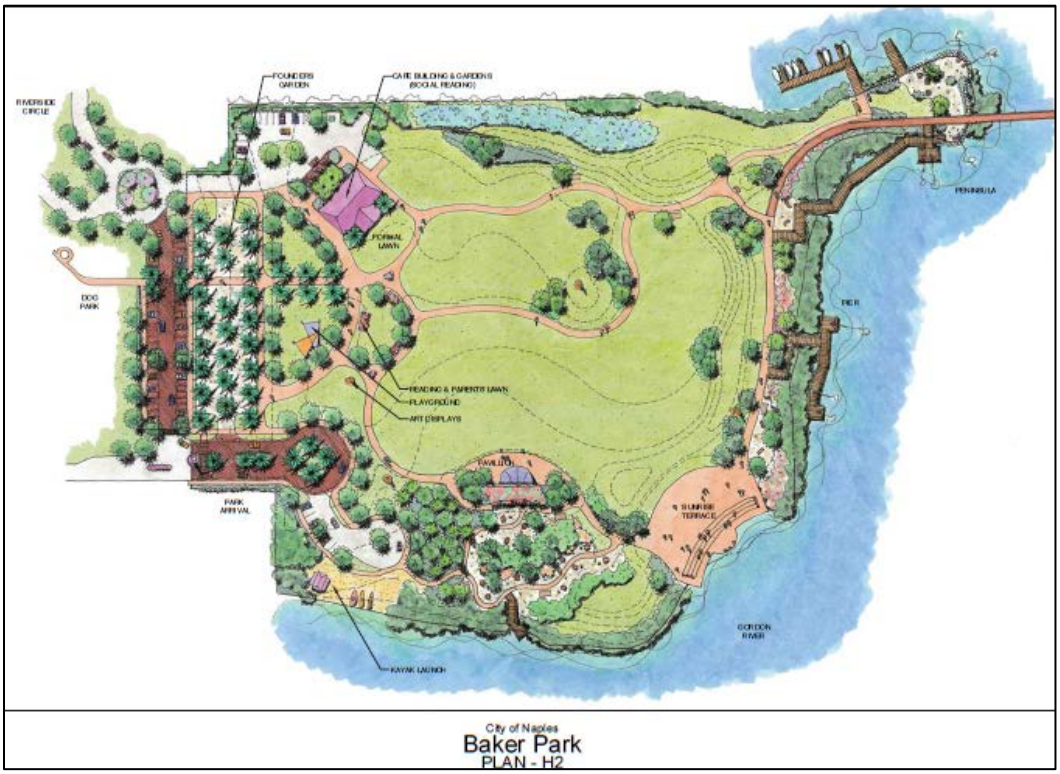
2017-18 Significant Budgetary Issues

Revenue
Donations and Pledges totaling $2,829,500 are budgeted for FY17-18, this includes the final installment of the original $2,000,000 pledge from Jay and Patty Baker as well as additional private donations previously pledged. Interest income is budgeted at $75,000 for FY17-18.

Expenses
For FY 17-18, a project manager (temporary full-time position) will be assigned to this project and personal services will be charged to the fund at an annual cost of $103,016. Prior to this year, there had been no personal services charged to this fund.

Capital
Construction of Baker Park (Plan H2) is budgeted in FY 17-18 for an estimated $14.45 million, which includes the added $2 million from the bridge donor.

Baker Park Fund (continued)



For more information about the park, its costs and its revenue, including how to donate, visit the City's website at www.naplesgov.com.

CITY OF NAPLES
BAKER PARK FUND
REVENUE SUMMARY

	ACTUAL 2014-15	ACTUAL 2015-16	ADOPTED 2016-17	PROJECTED 2016-17	PROPOSED 2017-18
Donations and/or Pledges	1,761,249	(1,033,764)	5,000	385,700	2,829,500
Pledges Made	0	0	830,500	0	0
Interfund Transfers	5,971,262	0	5,500,000	8,214,160	0
CRA Transfer	0	0	1,000,000	0	0
Recreation Impact Fees	100,000	0	250,000	250,000	200,000
Donation for Boardwalk/Bridge	0	0	250,000	0	0
Sale of .25 Acre	225,000	0	0	0	0
Interest Income	0	0	0	10,000	75,000
NAA Avigation Easement	0	0	225,000	0	0
Baker Park Revenues	**8,057,511**	**(1,033,764)**	**8,060,500**	**8,859,860**	**3,104,500**

FISCAL YEAR 2017-18
BUDGET DETAIL
BAKER PARK FUND

125-0901-572

	2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES					
510200 REGULAR SALARIES & WAGES	0	0	0	71,521	71,521
New Employee - Project Manager will be assigned to this project					
525010 FICA	0	0	0	5,471	5,471
525030 RETIREMENT CONTRIBUTIONS	0	0	0	9,105	9,105
525040 LIFE/HEALTH INSURANCE	0	0	0	11,639	11,639
525070 EMPLOYEE ALLOWANCES	0	0	0	5,280	5,280
TOTAL PERSONAL SERVICES	**$0**	**$0**	**$0**	**$103,016**	**$103,016**
CAPITAL EXPENSES					
560300 BAKER PARK	758,151	100,000	1,180,055	14,446,984	14,346,984
560300 GORDON RIVER BRIDGE	0	2,700,000	4,414,160	0	(2,700,000)
TOTAL CAPITAL EXPENSES	**$758,151**	**$2,800,000**	**$5,594,215**	**$14,446,984**	**$11,646,984**
TOTAL EXPENSES	**$758,151**	**$2,800,000**	**$5,594,215**	**$14,550,000**	**$11,750,000**

Baker Park Fund
Capital Improvement Plan
FISCAL YEARS 2018-2022

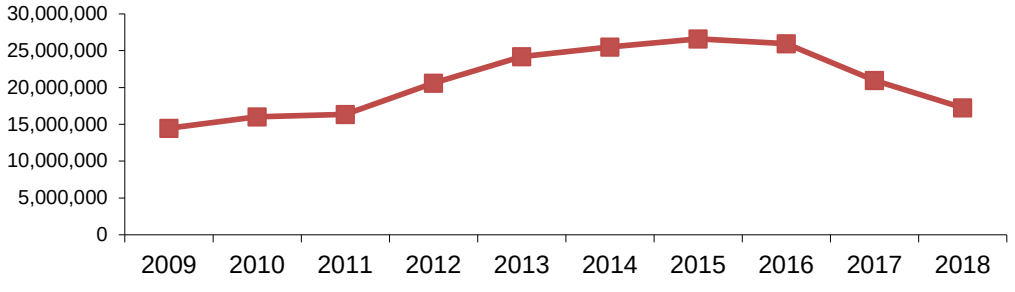
CIP ID	PROJECT DESCRIPTION	Fund Request 2017-18	2018-19	2019-20	2020-21	2021-22
13A03	Baker Park - Construction & Development	12,446,984	0	0	0	0
13A03	Baker Park - Construction & Development (a)	2,000,000	0	0	0	0
FUND TOTAL		**14,446,984**	**0**	**0**	**0**	**0**

(a) represents a subsequent donation for the Bridge.

WATER & SEWER FUND
FINANCIAL SUMMARY
Fiscal Year 2017-18

Beginning Balance - Unrestricted Net Position as of September 30, 2016		**$25,938,605**
Projected Revenues FY 2016-17		**32,332,819**
Projected Expenditures FY 2016-17		**37,304,906**
Net Increase/(Decrease) in Net Unrestricted Assets		**(4,972,087)**
Expected Unrestricted Net Position as of September 30, 2017		**$20,966,518**
Add Fiscal Year 2017-18 Budgeted Revenues		
OPERATING:		
Water Sales & Revenue	17,100,000	
Sewer Charges & Revenue	14,454,930	31,554,930
NON-OPERATING		
System Development Charges	700,000	
Interest Income	266,700	
Grant for Sewer Assessment	800,000	
Bank Loan for Assessment area	6,400,000	
Sale of Surplus Property	25,000	
Rents	54,000	
Bembury Repayments	73,882	
		8,319,582
		39,874,512
TOTAL AVAILABLE RESOURCES:		**$60,841,030**
Less Fiscal Year 2017-18 Budgeted Expenditures		
Administration	4,073,950	
Water Production	5,943,780	
Water Distribution	2,538,576	
Wastewater Treatment	3,978,245	
Wastewater Collection	1,685,575	
Utilities Maintenance	1,856,366	
Customer Service	627,539	
Debt Principal & Interest	2,972,447	
Transfer - Pmt in Lieu of Taxes	1,722,000	
Capital Projects	18,207,500	43,605,978
BUDGETED CASH FLOW		**(3,731,466)**
Projected Unrestricted Net Position as of September 30, 2018		**$17,235,052**

Trend-Unrestricted Net Position



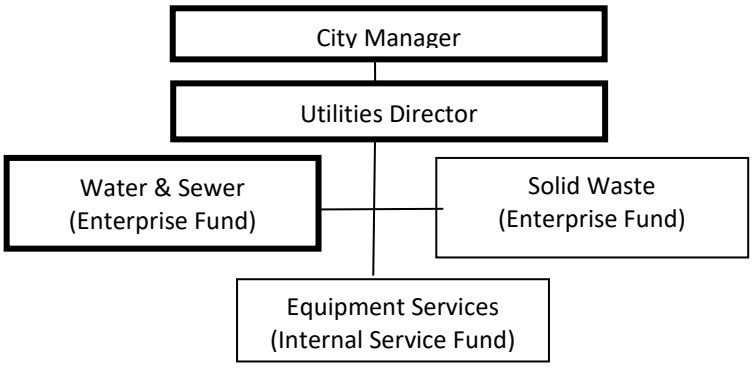
Water & Sewer Fund

Utilities Department (Fund 420)

Mission Statement: To efficiently maintain the public water, sewer and irrigation infrastructure and provide services to ensure the safety and well-being of City residents.

Department Description

The Utilities Department operates in three separate funds: Water & Sewer Fund, Solid Waste Fund, and Equipment Services Fund. Each Fund will be addressed separately. The Water & Sewer Fund operates as an Enterprise Fund, which is used to account for operations that are financed and operated in a manner similar to private business. The Water & Sewer Fund consists of seven divisions: Administration, Water Production, Wastewater Treatment, Water Distribution, Wastewater Collections, Utilities Maintenance and Customer Service. The Customer Service Division is managed as part of the Finance Department, but funded in the Water/Sewer Budget.



2017-18 Goals and Objectives

The Water & Sewer operation is focused on improvements that will continue to supply a high quality and sufficient quantity of potable water. Staff will continue to focus on the collection and disposal of the wastewater stream in the most effective and efficient methods available. External funding sources (grants) will continue to be aggressively sought.

In accordance with the Vision Plan item 4 (strengthen the economic health and vitality of the City) continue to strengthen the City's leadership role in environmental protection and regional/ community sustainability:

Integrated Water Resources Plan:

- Continue FDEP construction and testing of the ASR Well 4 located at the Wastewater Treatment Plant.
- Continue operation for ASR Wells 1, 2, and 3 located at the Wastewater Treatment Plant. Upon the completion of the construction of yard piping for ASR Well 4, staff will continue well development, including cycle testing, for the 4thASR Well.
- Continue utilization of the Golden Gate Canal Pumping Station for meeting the reclaimed water demand and recharge of the existing ASR wells.

Water & Sewer Fund (continued)

In accordance with Vision Plan 3a (maintain and improve public amenities for residents) improve the level of service to all customers and provide reliable service to meet growth and development through Water and Sewer Capital Improvement Projects such as the following:

- Wastewater Collections - Target the Mooring Line Drive and Banyan Boulevard areas for sewer lining improvements in order to rehabilitate sewer lines, laterals, and manholes through a contracted lining process to reduce infiltration of ground water, silt, and sand from entering the collection system.
- Water Production - Complete the removal and replacement of gravel, sand and anthracite material located within two filters located at the Water Plant.
- Utilities Maintenance – Provide upgrades and rehab improvements to sewer pump station 22 located at the intersection of Harbor Drive and Crayton Road.
- Utilities Maintenance – Provide the annual replacement of generators that services remote pumping facilities operated by the Utilities Department.

2017-18 Significant Budgetary Issues

The budgeted expenditures for all divisions of the Water and Sewer Fund is $43,605,978 or $5.5 million more than FY 16-17, primarily due to increased capital projects costs.

Revenues

The City's water and sewer rates are based on the 2013 Water/Sewer Rate Study as prepared by the City's rate consultant. The rates will increase based on the April annual Consumer's Price Index or 2.2%, which will be applied with the first full bill in the fiscal year.

Projected water revenues for FY 17-18 are $17,100,00 or $327,100 more than FY 16-17, to reflect the rate increase as well as consumption and usage trends.

Projected sewer revenues, including reclaimed water, for FY 17-18 are budgeted at $14,454,930 or $18,070 less than FY 16-17, reflecting actual usage.

Non-operating revenues are budgeted at $8,319,582. There is $700,000 budgeted for Water and Sewer System Development Charges (impact fees). For the $7.2 million special assessment/sewer line extension project, $6,400,000 is budgeted for a bank loan and $800,000 for a grant which has been approved. Interest income is expected to be $266,700.

The Bembury Special Assessment has been established for twenty years. Repayments from property owners were on the tax roll starting November 2015, and $73,882 of assessment payments are budgeted as revenue to the Water Sewer Fund in FY 17-18.

Expenditures
There are 104 positions in the Water and Sewer Fund, no change from the prior year.

Administration
The budget for Administration is $8,768,397, a $100,455 increase over the adopted budget of FY 16-17. The increase is primarily due to the increase in the administrative reimbursement line item of $196,970. Of that increase, $60,000 is due to funding one full time Custodian in the General Fund to provide services specifically to the Water Sewer facilities.

The Administration Division includes nine positions, the same as the FY 16-17 adopted budget. Personal Services decreased by $6,965 due to employee changes.

Administration Operating Expenditures are budgeted at $4,882,994 which is an increase of $207,855. The following line items are the most significant expenses of the Administration budget.

City Administration (General Fund Reimbursement)	$1,541,550
Taxes (Payment in Lieu of Taxes)	1,722,000
Self-Insurance Charge	990,310
Professional Services (i.e. studies, surveys, permitting)	250,000
Technology Services	179,010

Administration's Non-Operating costs, which are $2,972,447, are for debt service payments (principal and interest) on the water and sewer debt.

Water Production
The budget for Water Production is $5,943,780 a $21,229 decrease from the adopted budget of FY 16-17.

The Water Production Division includes fifteen positions and Personal Services for FY 17-18 are $1,202,097, a $12,013 increase over the FY 16-17 budget.

Water Production's Operating Expenditures are $4,741,683, a decrease of $33,242. The following three line items are the most significant expenses of this section of the budget:

Chemicals (for water treatment)	$2,281,533
Electricity (for wells and water plant)	1,220,000
Contractual Services (mostly sludge hauling)	575,000

Water Distribution
The budget for Water Distribution is $2,564,576 a $42,944 increase compared to the adopted budget of FY 16-17.

The cost of Personal Services increased by $48,044 to $1,472,532. The Water Distribution Division includes 20 positions, the same as the FY 16-17 adopted budget.

Water Distribution Operating Expenditures are $1,066,044, which is a decrease of $5,100. The major function of this Division is to ensure the supply of potable water arrives to the end user. Major costs include fire hydrants, electronic meters, related supplies, line repair, and maintenance supplies such as rock, sod, pipes, and road repairs.

Machinery and equipment budgeted in this Division for replacements include a tapping machine, a mudhog pump, centrifugal pump, and Surface Pro tablets for crews.

Wastewater Treatment
The budget for Wastewater Treatment is $4,068,245, a $110,978 increase over the adopted budget of FY 16-17.

Personal Services of $1,540,595 decreased by $23,797. The number of positions for this Division (20) has remained the same as the FY 16-17 adopted budget.

Operating Expenditures of $2,437,650, increased by $124,775. The following four items are the most significant expenses of this section of the budget.

Other Contractual Services (Sludge Hauling)	$327,600
Electricity (for plant)	860,000
Chemicals	200,000
Equipment and Plant Maintenance	589,500

The primary increase within this division is in the repair and maintenance line item and is due to outsourced maintenance on valves of $50,000 and the rehabilitation of exposed piping and

equipment of $80,000. The other minor operating costs of the Wastewater Treatment Division consist of uniforms, other utility services, safety and training, and operating supplies.

Machinery and equipment budgeted in this fund for $90,000, include the replacement of chemical pumps and replacement of obsolete equipment utilized within the central laboratory.

Wastewater Collection
The responsibility of the Wastewater Collection Division is to ensure the safe and efficient collection of residential and commercial wastewater (sewage) from the site of collection to the treatment plant. This division also maintains the reclaimed water distribution system. The budget for this function is $1,727,075 a $70,593 increase over the adopted budget of FY 16-17.

Personal Services are budgeted at $1,159,125, a $45,893 increase over the FY 16-17 budget. There are 17 positions, the same as FY 16-17.

Wastewater Collection Operating expenditures, at $526,450, is a $14,200 increase over the adopted budget of FY 16-17. The primary increase is due to Trackhoe and Backhoe rental expense in lieu of replacement. Because the primary function of this Division is to ensure wastewater gets to its destination, major costs include vehicle maintenance, line repair, and maintenance supplies such as rock, sod, pipes, and road repairs.

The line item for machinery and equipment includes air release valves, jet truck hoses and lamp camera cable, and mini push lateral camera replacements for $41,500.

Maintenance
The responsibility of the Maintenance Division is to maintain the water and sewer remote facilities, including 51 raw water production wells, and 123 sewage pump stations. The budget for this function is $1,966,366, a $13,579 decrease from the adopted budget of FY 16-17.

Personal Services are budget at $1,129,433 a decrease of $17,782 from the FY 16-17 budget. The Maintenance Division includes 16 positions, the same as budgeted in FY 16-17.

Operating Expenditures of $726,933 increased by $19,203, primarily due to increased maintenance costs and operating supplies costs.

Machinery and equipment in this Division is budgeted at $110,000, and includes small pump/motor replacements and telemetry equipment.

Customer Service
The Customer Service Division includes 7 positions and is responsible for billing and collection (including meter reading) of the Water/Sewer, Solid Waste, and Stormwater fees that are charged to customers who reside within the City's service areas. The Customer Service operation reads and bills accounts on a bi-monthly basis which consists of approximately 21,800 meters. The employees are funded by the Water/Sewer Fund but report to the Finance Department.

The budget for this division is $627,539, an increase of $181,801 over the FY 16-17 budget in this division. The increase is primarily due to the City absorbing and budgeting the credit card processing fee. The line item for this fee in the FY 17-18 budget is $161,000. This was formerly charged absorbed in the revenue line item.

This division receives a reimbursement of $80,000 from the Solid Waste fund ($40,000) and the Stormwater fund ($40,000) for providing billing services. This reimbursement has decreased from $134,000 due to a review of the fee and the level of service provided.

Water & Sewer Fund (continued)

Capital Projects
Capital Projects are listed at the end of this section and detailed in the City's Capital Improvement Program. Capital projects for FY 17-18 total $17.94 million. This is $450,000 more than what was in the Capital Improvement Plan, to reflect the full expected cost of the Gulfview/Rosemary Heights project of $7.2 million, instead of $6.0 million, and to remove $750,000 for a filter rehabilitation project which was completed in FY 16-17.

2017-18 Benchmarking

Water Production Benchmarking	Naples	Winter Park	Clearwater
Number of Potable Water Customer Accounts	18,019	24,000	43,350
Average Daily Use	15.25 MGD	10 MGD	11.2 MGD
Water Plant Operators	10	12	11
Ratio of Operations Staff per MG Treated	0.65 staff:1 MGD	1.2 staff:1 MGD	0.96 staff:1 MGD

Water Distribution Benchmarking	Naples	Marco Island	Collier County	Bonita Springs
Ratio of Water meters within system maintained to the number of employees (Utility Techs)	20,000:18	11,000:15	68,000:72	27,000:21

Wastewater Treatment Benchmarking	Naples	Collier County North Plant	Collier County South Plant	Marco Island
Total Flow Treated/Day	6.45 MGD	8.962 MGD	6.76 MGD	2.11 MGD
Plant Operators	9	14	12	9

Wastewater Collections Benchmarking	Naples	Marco	Sarasota	Collier County
Number of employees maintaining collection system	17	15	12	57
Number of manholes maintained	3,009	2,420	4,922	15,336
Number of linear feet of gravity mains maintained	691,680	560,617	1,056,000	3,468,960
Number of linear feet of force main maintained	295,680	273,318	179,520	2,138,400

Water & Sewer Fund (continued)

Utilities Maintenance Benchmarking	Naples	Collier County	West Palm	Marco Island
Number of employees maintaining pump stations	16	61	14	8
Number of pump stations maintained within system	123	750	125	78
Number of water producing wells maintained within system	51	102	10 wells pump to Surface Water System	18
Number of telemetry sites maintained	177	552	Not Applicable	78

Water Production Performance Measures	Actual 2014-2015	Actual 2015-16	Estimated 2016-17	Projected 2017-18
Volume Treated Gallons (treated annually)	5,047,280,000	4,958,620,000	5,566,250,000	5,400,000,000
Average Daily Demand (MG)	13.828	13.548	15.250	14.795
Unaccounted Water Loss	2.60%	7.38%	<5%	<5%
Number of Quality Control Tests Performed	102,850	102,850	102,850	102,850

Water Distribution Performance Measures	Actual 2014-2015	Actual 2015-16	Estimated 2016-17	Projected 2017-18
Number of meters changed	338 meters 71 Orions	477 meters 39 Orions	1,000 meters	1,500 meters
Water main, valves, and service line repairs performed	321	307	250	240
Number of large meters tested	22	25	30	35
Number of backflow devices tested	1,858	1,620	1,800	1,900
Number of valves exercised and maintained	700	700	700	700

Water & Sewer Fund (continued)

Wastewater Treatment Performance Measures	Actual 2014-2015	Actual 2015-16	Estimated 2016-17	Projected 2017-18
Chemical cost per million gallons treated	$92	$89	$88	$87
Effluent Carbonaceous Biochemical Oxygen Demand (CBOD) – 5 mg/L annual avg. limit	0.5	0.5	0.5	0.5
Influent CBOD – pounds per day	140	136	141	141

Wastewater Collections Performance Measures	Actual 2014-2015	Actual 2015-16	Estimated 2016-17	Projected 2017-18
Linear feet of pipe inspected	57,268	117,384	100,000	105,000
Linear feet of pipe cleaned	91,906	122,884	110,000	115,000
Sewer Forcemains/Gravity Lines/Laterals/Reclaimed Main Line Repairs	56	54	50	45
Sewer mains obstructions cleared	18	25	20	18

Utilities Maintenance Performance Measures	Actual 2014-2015	Actual 2015-16	Estimated 2016-17	Projected 2017-18
Number of lift stations improved/retrofitted on an annual basis to increase efficiency.	29	20	22	15
Number of new installations on stations equipped with odor control devices.	0	0	0	1
Number of wells chlorinated on an annual basis for algae/bacteria control.	14	10	10	10
Number of wells rehabbed for optimal performance and increased yield.	5	5	7	5

WATER & SEWER FUND
REVENUE SUMMARY

	ACTUAL 2014-15	ACTUAL 2015-16	BUDGET 2016-17	PROJECTED 2016-17	BUDGET 2017-18
WATER:					
Water Inspection	8,820	7,460	6,000	6,000	6,000
Water Sales	14,139,236	14,846,771	14,990,000	14,990,000	15,319,000
Water Surcharge	1,186,157	1,164,502	1,193,900	1,272,000	1,272,000
Hydrant	33,839	40,577	36,000	38,000	39,000
Tapping Fees	168,259	118,239	160,000	112,000	112,000
Reinstall Fees	4,027	683	1,000	1,200	1,000
Plan Review Fees	43,717	27,230	28,000	33,000	33,000
Connection Charges	223,117	199,917	180,000	135,000	135,000
Delinquent Fees	114,942	153,480	120,000	200,000	125,000
Application Fees	24,350	21,700	18,000	18,000	18,000
Miscellaneous	72,480	30,653	40,000	40,000	40,000
Total Water	16,018,944	16,611,212	16,772,900	16,845,200	17,100,000
SEWER					
Service Charges	11,370,844	11,816,799	12,500,000	12,228,000	12,306,230
Sewer Surcharge	625,896	609,057	625,000	611,000	625,000
Application Fees	13,150	13,400	13,000	13,000	13,000
Connection Charges	30,288	56,347	35,000	35,000	35,000
Sewer Inspection	5,240	5,340	4,000	4,000	4,000
Irrigation Water	1,411,946	1,545,565	1,296,000	1,440,000	1,471,700
Miscellaneous	6,000	(500)	0	0	0
Total Sewer	13,463,364	14,046,008	14,473,000	14,331,000	14,454,930
NON-OPERATING					
System Development	2,211,450	1,234,444	700,000	800,000	700,000
Interest Income	235,968	284,893	160,000	160,000	266,700
Grants/Bank Loan	576,485	654,086	0	0	7,200,000
Bank loan will be offset by grants, currently expected to be $800,000					
Assessment Payment	82	29,151	0	18,237	0
Sale of Property	70,462	45,183	21,500	36,500	25,000
Rents and Royalities	25,500	36,000	36,000	54,000	54,000
Bembury Assessments	0	73,882	74,017	73,882	73,882
Loan Repayment (ENB)	(41,890)	0	14,000	14,000	0
Total Non-Operating	3,078,058	2,357,640	1,005,517	1,156,619	8,319,582
TOTAL WATER & SEWER	**32,560,366**	**33,014,859**	**32,251,417**	**32,332,819**	**39,874,512**

FUND: 420 WATER & SEWER FUND
WATER & SEWER FUND
FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE	FY 2018 Proposed
			ADMINISTRATION (2001)	
1	1	1	Utilities Director	137,385
1	1	1	Deputy Director	101,077
1	1	1	Budget & CIP Manager	82,936
1	1	1	Project Manager	106,000
1	1	1	Administrative Coordinator	54,038
2	2	2	Administrative Specialist II	79,285
1	1	1	Utilities Permit Coordinator	51,459
1	1	1	Warehouse Coordinator	49,086
9	9	9		661,266
			WATER PRODUCTION (2030)	
1	1	1	Plant Superintendent	88,907
1	1	1	Treatment Plant Supervisor	68,857
10	10	10	Plant Operators I - IV	479,210
1	1	1	Utilities Coordinator	45,831
1	1	1	Service Worker III	41,403
1	1	1	Equipment Operator III	51,987
15	15	15		776,195
			WATER DISTRIBUTION (2031)	
1	1	1	Distribution Supervisor	80,191
2	2	2	Cross Control Technician	122,750
4	4	4	Sr. Utilities Technician	202,826
8	8	8	Utilities Technician	328,060
1	1	1	Utilities Coordinator	53,242
2	2	2	Utilities Locator	92,242
1	1	1	Utilities Inspector	53,242
1	1	1	Equipment Operator Sr	55,473
20	20	20		988,026

FUND: 420 WATER & SEWER FUND
WATER & SEWER FUND
FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE	FY 2018 Proposed
			WASTEWATER TREATMENT (3040)	
1	1	1	Treatment Plant Supervisor	90,136
1	1	1	Plant Superintendent	85,266
1	1	1	Laboratory Supervisor	57,023
3	3	3	Laboratory & Field Technician	160,294
9	9	9	Plant Operator	476,526
1	1	1	Industrial Waste Technician	45,196
2	2	2	Tradesworker	81,336
1	1	1	Equipment Operator III	40,193
1	1	1	Utilities Coordinator	46,529
20	20	20		1,082,499
			WASTEWATER COLLECTION (3041)	
1	1	1	Collections Supervisor	80,191
1	1	1	Utilities Coordinator	48,391
0	0	1	GIS Specialist	44,991
3	3	3	Sr. Utilities Technician	140,891
1	1	1	Equipment Operator V	45,612
1	1	1	Equipment Operator IV	37,378
1	1	1	Utilities Locator	42,852
9	9	8	Utilities Technicians	311,914
17	17	17		752,220
			UTILITIES MAINTENANCE (4050)	
1	1	1	Utilities Maintenance Supervisor	63,472
4	4	4	Instrument Technician	232,258
8	8	8	Utilities Maintenance Tech I/II	327,144
1	1	1	Tradesworker	50,516
1	1	1	Service Worker III	44,474
1	1	1	Utilities Coordinator	58,448
16	16	16		776,312
			CUSTOMER SERVICE (0707)	
1	1	1	Utility Billing Manager	83,594
1	1	1	Accounting Associate/Billing	49,717
3	3	3	Billing & Collection Specialist	113,331
2	2	2	Meter Technicians	63,792
7	7	7		310,434

FUND: 420 WATER & SEWER FUND
WATER & SEWER FUND
FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE	FY 2018 Proposed
104	104	104	Regular Salaries	5,346,951
			Other Salaries	52,700
			Overtime	176,150
			Employer Payroll Expenses	2,274,791
			Total Personal Services	7,850,592

FISCAL YEAR 2017-18
BUDGET DETAIL
WATER & SEWER FUND
DEPARTMENT SUMMARY

FUND 420

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	5,032,865	5,302,269	5,169,274	5,346,962	44,693
510300	OTHER SALARIES	50,040	52,700	51,200	52,700	0
510400	OVERTIME	127,493	176,000	156,395	176,150	150
525010	FICA	381,290	385,442	374,829	392,685	7,243
525030	RETIREMENT CONTRIBUTIONS	683,341	744,708	700,683	703,975	(40,733)
525040	LIFE/HEALTH INSURANCE	1,269,494	1,095,366	1,069,733	1,163,000	67,634
525070	EMPLOYEE ALLOWANCES	16,236	15,600	15,600	15,120	(480)
525090	GENERAL & MERIT	0	960	0	0	(960)
	TOTAL PERSONAL SERVICES	**7,560,759**	**7,773,045**	**7,537,714**	**7,850,592**	**77,547**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	34,804	168,040	96,300	120,275	(47,765)
530010	CITY ADMINISTRATION	1,386,340	1,344,580	1,344,580	1,541,550	196,970
530015	REIMB FOR CUST SERVICE	(134,000)	(134,000)	(90,000)	(80,000)	54,000
530070	SMALL TOOLS	15,401	26,900	28,900	26,900	0
530510	BOTTLED WATER	0	20,000	5,000	20,000	0
531001	BANK/CREDIT CARD FEES	132,211	0	161,000	161,000	161,000
531100	PROFESSIONAL SERVICES	121,719	375,000	336,000	340,000	(35,000)
531010	OTHER PROFESSIONAL SERVICES	9,592	40,000	35,000	30,000	(10,000)
531040	OTHER CONTRACTUAL SERVICES	786,298	1,064,725	996,000	1,061,600	(3,125)
531220	INVESTMENT ADVISORY FEES	0	0	17,470	17,990	17,990
532040	OTHER LEGAL SERVICES	0	15,000	0	15,000	0
538010	PAYMENTS IN LIEU OF TAXES	1,722,000	1,722,000	1,722,000	1,722,000	0
540000	TRAINING & TRAVEL COSTS	12,797	37,025	30,350	38,300	1,275
540100	BOOK/SUBS/MEMBERSHIPS	2,080	4,300	4,050	4,800	500
541000	COMMUNICATIONS	4,961	17,468	14,894	17,438	(30)
541010	TELEPHONE/TELEMETRY	54,219	57,160	55,000	55,900	(1,260)
542020	POSTAGE & FREIGHT	41,066	45,700	45,700	45,700	0
542100	EQUIP. SERVICES - REPAIRS	276,451	353,500	309,500	333,500	(20,000)
542110	EQUIP. SERVICES - FUEL	112,270	137,800	125,200	129,733	(8,067)
543010	ELECTRICITY	1,625,234	2,341,000	1,863,500	2,341,000	0
543020	WATER, SEWER, GARBAGE	79,771	95,500	89,300	97,000	1,500
544020	EQUIPMENT RENTAL	44,319	67,200	53,000	95,100	27,900
545220	SELF INS. PROPERTY DAMAGE	849,890	894,110	894,110	990,310	96,200
546000	REPAIR AND MAINTENANCE	272,916	387,200	372,000	497,200	110,000
546020	BUILDINGS & GROUND MAINT.	156,679	266,600	253,000	240,600	(26,000)
546030	EQUIP. MAINT. CONTRACTS	4,358	9,700	12,000	10,000	300
546040	EQUIPMENT MAINTENANCE	466,453	582,000	575,500	585,000	3,000
546120	ROAD REPAIRS	107,402	95,000	135,000	95,000	0
547000	PRINTING AND BINDING	20,470	27,000	27,000	29,500	2,500
549000	OTHER CURRENT CHARGES	0	3,000	1,500	3,000	0
549020	TECHNOLOGY SVC CHARGE	281,660	241,490	241,490	179,010	(62,480)
549080	HAZARDOUS WASTE DISPOSAL	971	1,500	1,500	1,500	0
551000	OFFICE SUPPLIES	7,460	12,850	15,000	14,250	1,400
552000	OPERATING SUPPLIES	325,536	355,475	349,900	369,500	14,025
552020	FUEL	16,111	67,000	58,000	68,000	1,000
552030	OIL & LUBE	4,866	9,500	9,000	9,500	0
552070	UNIFORMS	28,518	31,950	31,750	32,950	1,000
552090	OTHER CLOTHING	10,350	13,050	10,650	12,900	(150)
552010	JANITORIAL SUPPLIES	2,142	2,500	2,650	2,500	0
552210	NEW INSTALLATIONS SUPPLY	222,493	450,000	440,000	450,000	0
552220	REPAIR SUPPLIES	250,373	240,000	250,000	240,000	0

FISCAL YEAR 2017-18
BUDGET DETAIL
WATER & SEWER FUND
DEPARTMENT SUMMARY

FUND 420

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
552800	CHEMICALS	2,065,021	2,597,265	2,443,200	2,609,933	12,668
559000	DEPRECIATION/AMORTIZATION	6,396,011	0	0	0	0
	TOTAL OPERATING EXPENSES	**17,817,212**	**14,086,088**	**13,365,994**	**14,575,439**	**489,351**
NON-OPERATING EXPENSES						
560200	BUILDINGS	504,463	0	1,283,100	0	0
560300	IMPROVEMENTS O/T BUILDING	7,460,267	10,815,000	9,496,765	15,810,000	4,995,000
560400	MACHINERY EQUIP	2,227,524	1,987,000	2,284,451	1,967,500	(19,500)
560700	VEHICLES	343,140	367,000	364,000	430,000	63,000
	TOTAL CAPITAL EXPENSES	**10,535,394**	**13,169,000**	**13,428,316**	**18,207,500**	**5,038,500**
570110	PRINCIPAL	0	2,657,203	2,657,203	2,707,878	50,675
570120	INTEREST	357,697	315,679	315,679	264,569	(51,110)
590010	OPERATING CONTINGENCY	0	100,000	0	0	(100,000)
	TOTAL DEBT RELATED EXPENSES	**357,697**	**3,072,882**	**2,972,882**	**2,972,447**	**(100,435)**
	TOTAL EXPENSES	**$36,271,062**	**$38,101,015**	**$37,304,906**	**$43,605,978**	**$5,504,963**

FISCAL YEAR 2017-18
BUDGET DETAIL
WATER & SEWER FUND
ADMINISTRATION

420.2001.533

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	671,052	655,357	570,300	661,266	5,909
510400	OVERTIME	635	1,000	2,500	1,000	0
525010	FICA	50,898	47,103	38,000	47,935	832
525030	RETIREMENT CONTRIBUTIONS	91,363	93,060	85,200	86,254	(6,806)
525040	LIFE/HEALTH INSURANCE	116,652	115,961	99,700	109,541	(6,420)
525070	EMPLOYEE ALLOWANCES	7,492	7,440	7,440	6,960	(480)
	TOTAL PERSONAL SERVICES	**$938,092**	**$919,921**	**$803,140**	**$912,956**	**(6,965)**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	2,620	3,500	3,500	3,500	0
530010	ADMINISTRATIVE REIMBURSEMENT	1,386,340	1,344,580	1,344,580	1,541,550	196,970
	Transfer to General Fund - increased also due to addition of janitorial services for $60,000					
530510	BOTTLED WATER	0	20,000	5,000	20,000	0
531100	PROFESSIONAL SERVICES	62,027	285,000	250,000	250,000	(35,000)
	Studies/engineering $200,000, surveying for utilities $25,000 Drug Testing $10,000, Right of way permitting costs $15,000					
531040	OTHER CONTRACTUAL SERVICES	32,632	38,125	33,000	34,000	(4,125)
	Copy Machine, Answering Service, GPS Tracking, Portable Radio, Meter Reading software maintenance, etc.					
531220	INVESTMENT ADVISORY FEES	0	0	17,470	17,990	17,990
	Formerly recorded as an offset to revenue, the fund's share of investment advisor services is now being expensed					
532040	OTHER LEGAL SERVICES	0	15,000	0	15,000	0
538010	PAYMENT IN LIEU OF TAXES	1,722,000	1,722,000	1,722,000	1,722,000	0
540000	TRAINING & TRAVEL COSTS	129	2,000	1,000	2,000	0
541000	COMMUNICATIONS	1,881	2,584	2,584	2,584	0
541010	TELEPHONE	5,023	11,200	10,000	10,500	(700)
542100	EQUIP. SERVICES - REPAIRS	308	3,500	3,500	2,500	(1,000)
542110	EQUIP. SERVICES - FUEL	691	1,000	1,200	1,000	0
543010	ELECTRICITY	20,930	25,000	20,000	25,000	0
543020	WATER, SEWER, GARBAGE	21,046	23,000	22,500	23,000	0
545220	SELF INSURANCE CHARGE	849,890	894,110	894,110	990,310	96,200
546000	REPAIR AND MAINTENANCE	9,108	16,500	15,000	16,500	0
546020	BUILDINGS & GROUND MAINT.	12,496	16,600	16,000	16,600	0
	Landscape maintenance, elevator maintenance, fountain maintenance, etc.					
547000	PRINTING AND BINDING	1,378	2,000	2,000	2,000	0
549020	TECHNOLOGY SVC CHARGE	281,660	241,490	241,490	179,010	(62,480)
551000	OFFICE SUPPLIES	2,284	2,600	2,600	2,600	0
552000	OPERATING SUPPLIES	3,009	4,500	5,000	4,500	0
	Soap, towels, toilet paper, etc. for facility and other unexpected needs or repairs					
552090	OTHER CLOTHING	150	150	150	150	0
554010	MEMBERSHIPS	0	700	650	700	0
559000	DEPRECIATION/AMORTIZATION	862,045	0	0	0	0
	TOTAL OPERATING EXPENSES	**$5,277,648**	**$4,675,139**	**$4,613,334**	**$4,882,994**	**207,855**
NON-OPERATING EXPENSES						
570110	PRINCIPAL	0	2,657,203	2,657,203	2,707,878	50,675
570120	INTEREST	357,697	315,679	315,679	264,569	(51,110)
590010	OPERATING CONTINGENCY	0	100,000	0	0	(100,000)
	TOTAL NON-OPERATING EXPENSES	**$357,697**	**$3,072,882**	**$2,972,882**	**$2,972,447**	**(100,435)**
	TOTAL EXPENSES	**$6,573,437**	**$8,667,942**	**$8,389,356**	**$8,768,397**	**100,455**

FISCAL YEAR 2017-18
BUDGET DETAIL
WATER & SEWER FUND
WATER PRODUCTION

420.2030.533

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	740,879	761,047	761,048	776,195	15,148
510300	OTHER SALARIES	315	2,000	500	2,000	0
510400	OVERTIME	30,226	45,000	40,000	45,000	0
525010	FICA	55,327	54,109	54,109	55,586	1,477
525030	RETIREMENT CONTRIBUTIONS	98,590	107,013	101,500	102,786	(4,227)
525040	LIFE/HEALTH INSURANCE	205,912	219,955	216,000	219,570	(385)
525070	EMPLOYEE ALLOWANCES	976	960	960	960	0
	TOTAL PERSONAL SERVICES	**$1,132,225**	**$1,190,084**	**$1,174,117**	**$1,202,097**	**$12,013**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	8,177	14,000	10,000	14,000	0
530070	SMALL TOOLS	824	2,500	2,500	2,500	0
531010	PROFESSIONAL SERVICES	9,592	40,000	35,000	30,000	(10,000)
	Permitting ($5,000), SCADA repair ($10,000), Lab testing ($12,000) unforeseen ($3,000)					
531040	OTHER CONTRACTUAL SERVICES	331,397	575,000	525,000	575,000	0
	Storage tank $30,000, sludge hauling $335,140, well rehab $209,860					
540000	TRAINING & TRAVEL COSTS	614	6,400	4,800	6,400	0
541000	COMMUNICATIONS	521	600	300	600	0
541010	TELEMETRY COMMUNICATIONS	45,712	45,960	45,000	45,400	(560)
542100	EQUIP. SERVICES - REPAIRS	16,005	18,000	12,000	18,000	0
542110	EQUIP. SERVICES - FUEL	1,450	2,400	3,500	2,400	0
543010	ELECTRICITY	881,489	1,220,000	1,050,000	1,220,000	0
543020	WATER, SEWER, GARBAGE	14,571	13,000	14,000	13,000	0
544020	EQUIPMENT RENTAL	40	4,000	3,500	4,000	0
546000	REPAIR AND MAINTENANCE	34,901	96,000	85,000	96,000	0
	Equipment calibration ($17,000), switchgear maintenance ($18,000), rewinds ($14,000), electronic repair, etc.					
546020	BUILDINGS & GROUND MAINT.	72,340	155,000	150,000	119,000	(36,000)
	Landscape Maint ($30,000), Accelator rehab ($20,000), Plant/Station Painting ($35,000), Asphalt Resurfacing ($20,000) etc.					
546040	EQUIP. MAINTENANCE	196,682	224,000	210,000	222,000	(2,000)
	Electric supplies, chemical feed equipment, bearings, gears, pumps, filter media, pipes, etc					
547000	PRINTING AND BINDING	0	2,000	1,000	1,500	(500)
	Annual Consumer Confidence Report					
549000	OTHER CURRENT CHARGES	0	3,000	1,500	3,000	0
551000	OFFICE SUPPLIES	53	1,300	1,300	1,300	0
552000	OPERATING SUPPLIES	27,464	43,000	45,000	46,000	3,000
	Lab supplies, Bacti supplies, etc.					
552020	FUEL	4,536	25,000	20,000	25,000	0
552030	OIL & LUBE	4,765	7,000	6,500	7,000	0
552070	UNIFORMS	5,000	5,200	5,200	5,200	0
552090	OTHER CLOTHING	1,950	2,100	1,950	2,250	150
552800	CHEMICALS	1,801,404	2,268,865	2,125,000	2,281,533	12,668
554010	MEMBERSHIPS	0	600	600	600	0
559000	DEPRECIATION/AMORTIZATION	1,148,239	0	0	0	0
	TOTAL OPERATING EXPENSES	**$4,607,725**	**$4,774,925**	**$4,358,650**	**$4,741,683**	**($33,242)**
NON-OPERATING EXPENSES						
560400	MACHINERY & EQUIPMENT	4,695	0	0	0	0
	TOTAL NON-OPERATING EXPENSES	**$4,695**	**$0**	**$0**	**$0**	**$0**
	TOTAL EXPENSES	5,744,645	5,965,009	5,532,767	5,943,780	(21,229)

FISCAL YEAR 2017-18
BUDGET DETAIL
WATER & SEWER FUND
WATER DISTRIBUTION

420.2031.533

	2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES					
510200 REGULAR SALARIES & WAGES	898,519	959,747	959,747	988,026	28,279
510300 OTHER SALARIES	19,071	20,280	20,280	20,280	0
510400 OVERTIME	46,367	50,000	45,000	50,000	0
525010 FICA	71,082	70,052	70,052	72,225	2,173
525030 RETIREMENT CONTRIBUTIONS	127,492	138,128	138,128	130,571	(7,557)
525040 LIFE/HEALTH INSURANCE	181,476	184,841	184,841	209,990	25,149
525070 EMPLOYEE ALLOWANCES	1,464	1,440	1,440	1,440	0
TOTAL PERSONAL SERVICES	**$1,345,471**	**$1,424,488**	**$1,419,488**	**$1,472,532**	**$48,044**
OPERATING EXPENSES					
530000 OPERATING EXPENDITURES	6,106	8,000	6,500	8,000	0
530070 SMALL TOOLS	3,315	5,000	5,000	5,000	0
531040 OTHER CONTRACTUAL SERVICES	78,235	80,000	75,000	80,000	0
Fire hydrant sand blasting ($10,000); emergency repairs ($50,000); leak detection services ($20,000)					
540000 TRAINING & TRAVEL COSTS	2,744	7,400	6,800	7,400	0
541000 COMMUNICATIONS	208	344	200	344	0
541200 EQUIP. SERVICES - REPAIRS	90,947	100,000	85,000	90,000	(10,000)
542110 EQUIP. SERVICES - FUEL	46,055	58,000	50,000	50,000	(8,000)
543020 WATER, SEWER, GARBAGE	7,856	8,000	4,000	8,000	0
544020 EQUIPMENT RENTAL	14,300	14,700	13,000	27,900	13,200
Mini Trackhoe rental (full year $26,400), misc small equip rental ($1,500)					
546000 REPAIR AND MAINTENANCE	1,000	1,000	1,000	1,000	0
546040 EQUIP. MAINTENANCE	161	1,000	1,000	1,000	0
546120 ROAD REPAIRS	82,974	60,000	85,000	60,000	0
Road and driveway repairs due to line break or other circumstances					
551000 OFFICE SUPPLIES	475	2,600	2,600	2,600	0
552000 OPERATING SUPPLIES	25,856	23,000	22,000	23,000	0
552070 UNIFORMS	7,000	9,100	8,500	9,100	0
552090 OTHER CLOTHING	2,700	3,000	2,700	2,700	(300)
552210 NEW INSTALLATIONS SUPPLY	222,493	450,000	440,000	450,000	0
Electronic meters					
552220 REPAIR SUPPLIES	250,373	240,000	250,000	240,000	0
559000 DEPRECIATION/AMORTIZATION	1,038,053	0	0	0	0
TOTAL OPERATING EXPENSES	**$1,880,850**	**$1,071,144**	**$1,058,300**	**$1,066,044**	**($5,100)**
NON-OPERATING EXPENSES					
560400 MACHINERY & EQUIPMENT	25,613	26,000	25,000	26,000	0
Replacements including tapping machine, mudhog, centrifugal pump, surface pro, etc.					
TOTAL NON-OPERATING EXPENSES	**25,613**	**26,000**	**25,000**	**26,000**	**0**
TOTAL EXPENSES	**$3,251,935**	**$2,521,632**	**$2,502,788**	**$2,564,576**	**$42,944**

FISCAL YEAR 2017-18
BUDGET DETAIL
WATER & SEWER FUND
WASTEWATER TREATMENT

420.3040.535

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	1,019,542	1,107,880	1,081,000	1,082,499	(25,381)
510300	OTHER SALARY/ON CALL	195	0	0	0	0
510400	OVERTIME	8,889	20,000	15,000	20,000	0
525010	FICA	75,209	81,648	81,648	79,015	(2,633)
525030	RETIREMENT CONTRIBUTIONS	139,951	157,950	140,000	143,067	(14,883)
525040	LIFE/HEALTH INSURANCE	199,888	194,994	194,994	213,614	18,620
525070	EMPLOYEE ALLOWANCES	2,072	1,920	1,920	2,400	480
	TOTAL PERSONAL SERVICES	**$1,445,746**	**$1,564,392**	**$1,514,562**	**$1,540,595**	**($23,797)**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	15,966	69,500	55,000	74,500	5,000
	Increase due to new Lab LIMS software ($55,000) Prior year included $50,000 for NPDES permit renewal					
530070	SMALL TOOLS	2,733	4,000	4,000	4,000	0
531100	PROFESSIONAL SERVICES	59,691	90,000	86,000	90,000	0
	Lab testing, consulting, audit, software renewal, certificates, etc.					
531040	OTHER CONTRACTUAL SERVICES	305,657	327,600	320,000	327,600	0
	Sludge hauling - 6300 Cubic Yards @ $52.02 yd;					
540000	TRAINING & TRAVEL COSTS	4,116	6,625	6,000	7,900	1,275
540100	BOOKS AND MEMBERSHIPS	280	1,000	1,000	1,000	0
541000	COMMUNICATIONS	1,058	1,900	1,100	1,900	0
542100	EQUIP. SERVICES - REPAIRS	18,435	25,000	17,000	25,000	0
542110	EQUIP. SERVICES - FUEL	3,459	4,900	3,500	4,900	0
543010	ELECTRICITY	543,910	860,000	600,000	860,000	0
543020	WATER, SEWER, GARBAGE	28,925	44,000	40,000	44,000	0
544020	EQUIPMENT RENTAL	4,803	7,500	6,500	7,500	0
546000	REPAIR AND MAINTENANCE	214,857	242,000	235,000	352,000	110,000
	Increase due to outsourced maintenance on valves ($50,000) and rehabilitation of exposed piping and equipment ($80,000)					
546020	BUILDINGS & GROUND MAINT.	69,092	85,000	75,000	85,000	0
	Lawn Maintenance, tree trimming, gate, fence, irrigation, signage and paint supplies. Generator repairs, Electrical, etc.					
546040	EQUIP. MAINTENANCE	186,097	237,500	235,000	237,500	0
	Instrument control, plumbing, grit, bar screens, conveyance, welding, coils, capaciters, belts, blowers, etc parts					
549080	HAZARDOUS WASTE DISPOSAL	971	1,500	1,500	1,500	0
551000	OFFICE SUPPLIES	1,663	2,000	2,000	2,500	500
552000	OPERATING SUPPLIES	55,979	60,000	65,000	67,500	7,500
	Lab supplies ($34,500), safety equipment ($10,000), etc					
552020	FUEL	9,012	28,000	24,000	28,000	0
552030	OIL & LUBE	101	2,500	2,500	2,500	0
552070	UNIFORMS AND SHOES	6,929	7,000	6,900	7,500	500
552090	OTHER CLOTHING	1,650	2,850	2,100	2,850	0
552100	JANITORIAL SUPPLIES	2,142	2,500	2,500	2,500	0
552800	CHEMICALS	140,307	200,000	190,000	200,000	0
	Polymer for solids dewatering ($25,000), FOG treatment ($40,000),chlorine disinfection ($69,750) etc.					
559000	DEPRECIATION/AMORTIZATION	1,513,404	0	0	0	0
	TOTAL OPERATING EXPENSES	**$3,191,236**	**$2,312,875**	**$1,981,600**	**$2,437,650**	**$124,775**
NON-OPERATING EXPENSES						
560400	MACHINERY EQUIPMENT	83,050	80,000	75,000	90,000	10,000
	TOTAL NON-OPERATING EXPENSES	**$83,050**	**$80,000**	**$75,000**	**$90,000**	**$10,000**
	TOTAL EXPENSES	**$4,720,031**	**$3,957,267**	**$3,571,162**	**$4,068,245**	**$110,978**

FISCAL YEAR 2017-18
BUDGET DETAIL
WATER & SEWER FUND
WASTEWATER COLLECTIONS

420.3041.535

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	670,276	747,579	747,579	752,220	4,641
510300	OTHER SALARIES	10,218	10,140	10,140	10,140	0
510400	OVERTIME	23,592	30,000	25,000	30,000	0
525010	FICA	50,627	54,396	54,396	57,861	3,465
525030	RETIREMENT CONTRIBUTIONS	90,116	103,481	101,000	104,241	760
525040	LIFE/HEALTH INSURANCE	169,081	165,236	165,236	202,743	37,507
525070	EMPLOYEE ALLOWANCES	2,648	2,400	2,400	1,920	(480)
	TOTAL PERSONAL SERVICES	**$1,016,558**	**$1,113,232**	**$1,105,751**	**$1,159,125**	**$45,893**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	32	1,300	1,300	1,300	0
530070	SMALL TOOLS	4,034	7,400	7,400	7,400	0
531040	OTHER CONTRACTUAL SERVICES	34,119	40,000	38,000	40,000	0
540000	TRAINING & TRAVEL COSTS	3,789	7,600	6,000	7,600	0
541000	COMMUNICATIONS	52	550	50	550	0
542100	EQUIP. SERVICES - REPAIRS	85,145	130,000	120,000	130,000	0
542110	EQUIP. SERVICES - FUEL	29,496	35,000	32,000	35,000	0
543010	ELECTRICITY	3,561	6,000	3,500	6,000	0
544020	EQUIPMENT RENTAL	23,239	36,500	25,000	49,700	13,200
	Trackhoe Rental Large & Small, Backhoe rental in lieu of replacement ($15,600), Other minor rentals ($500)					
546000	REPAIR AND MAINTENANCE	1,064	10,700	10,000	10,700	0
546040	EQUIP. MAINTENANCE	2,690	4,500	4,500	4,500	0
546120	ROAD REPAIRS	24,428	35,000	50,000	35,000	0
	Road repairs ($30,000), driveway repairs ($5,000)					
551000	OFFICE SUPPLIES	1,745	1,750	1,500	1,750	0
552000	OPERATING SUPPLIES	170,850	182,000	165,000	182,000	0
	Safety gear for crews, cones, traffic signs, manhole rings/ covers, meters for change-out/new installs, sod, misc supplies					
552070	UNIFORMS AND SHOES	5,400	6,000	6,500	6,500	500
552090	OTHER CLOTHING	2,100	2,550	2,100	2,550	0
552800	CHEMICALS	3,125	3,400	3,200	3,400	0
554010	MEMBERSHIPS	1,800	2,000	1,800	2,500	500
559000	DEPRECIATION/AMORTIZATION	683,561	0	0	0	0
	TOTAL OPERATING EXPENSES	**$1,080,229**	**$512,250**	**$477,850**	**$526,450**	**$14,200**
NON-OPERATING EXPENSES						
560400	MACHINERY EQUIPMENT	28,804	31,000	30,000	41,500	10,500
	Air release valves, jet truck hoses and lamp camera cable, mini push lateral camera replacements					
	TOTAL NON-OPERATING EXPENSES	**$28,804**	**$31,000**	**$30,000**	**$41,500**	**$10,500**
	TOTAL EXPENSES	**$2,125,592**	**$1,656,482**	**$1,613,601**	**$1,727,075**	**$70,593**

FISCAL YEAR 2017-18
BUDGET DETAIL
WATER & SEWER FUND
MAINTENANCE

420.4050.536

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	732,378	777,260	758,000	776,322	(938)
510300	OTHER SALARIES	20,241	20,280	20,280	20,280	0
510400	OVERTIME	17,139	25,000	25,000	25,000	0
525010	FICA	56,436	56,434	56,434	57,005	571
525030	RETIREMENT CONTRIBUTIONS	99,492	107,169	98,000	99,233	(7,936)
525040	LIFE/HEALTH INSURANCE	153,844	159,152	154,800	150,633	(8,519)
525070	EMPLOYEE ALLOWANCES	1,096	960	960	960	0
529000	GENERAL & MERIT	0	960	0	0	(960)
	TOTAL PERSONAL SERVICES	**$1,080,626**	**$1,147,215**	**$1,113,474**	**$1,129,433**	**($17,782)**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	1,372	5,000	6,000	5,000	0
530070	SMALL TOOLS	4,495	8,000	10,000	8,000	0
531040	PROFESSIONAL SERVICES	4,259	4,000	5,000	5,000	1,000
	SCADA software license fee					
540000	TRAINING & TRAVEL COSTS	1,405	5,000	5,000	5,000	0
541000	COMMUNICATIONS	356	930	100	900	(30)
541010	TELEPHONE	3,484	0	0	0	0
542100	EQUIP. SERVICES - REPAIRS	59,938	70,000	65,000	64,000	(6,000)
542110	EQUIP. SERVICES - FUEL	26,178	31,500	30,000	31,433	(67)
543010	ELECTRICITY	175,344	230,000	190,000	230,000	0
543020	WATER, SEWER, GARBAGE	7,373	7,500	8,800	9,000	1,500
544020	EQUIPMENT RENTAL	1,937	4,500	5,000	6,000	1,500
546000	REPAIR AND MAINTENANCE	11,986	20,000	25,000	20,000	0
	Diesel tank cleaning and motor repairs.					
546020	BUILDINGS & GROUND MAINT.	2,751	10,000	12,000	20,000	10,000
546030	EQUIP. MAINT. CONTRACTS	4,358	9,700	12,000	10,000	300
546040	EQUIP. MAINTENANCE	80,823	115,000	125,000	120,000	5,000
	Parts, check valves, bearings, pump station electronics, etc.					
551000	OFFICE SUPPLIES	486	1,000	1,000	1,000	0
552000	OPERATING SUPPLIES	42,377	40,000	45,000	45,000	5,000
	Misc. Hardware (nuts, bolts, etc.) fm zinc to stainless, Electrical Supplies (wire, tape, conduit), Janitorial Supplies					
552020	FUEL	2,564	14,000	14,000	15,000	1,000
552070	UNIFORMS & SHOES	4,189	4,200	4,200	4,200	0
552090	OTHER CLOTHING	1,800	2,400	1,650	2,400	0
552800	CHEMICALS	120,186	125,000	125,000	125,000	0
	Annual contract for odor and grease control for lift stations					
559000	DEPRECIATION	1,138,717	0	0	0	0
	TOTAL OPERATING EXPENSES	**$1,696,378**	**$707,730**	**$689,750**	**$726,933**	**$19,203**
NON-OPERATING EXPENSES						
560400	MACHINERY EQUIPMENT	56,961	125,000	110,000	110,000	(15,000)
	Small motor/pump replacements/telemetry equipment					
	TOTAL NON-OPERATING EXPENSES	**$56,961**	**$125,000**	**$110,000**	**$110,000**	**($15,000)**
	TOTAL EXPENSES	**$2,833,965**	**$1,979,945**	**$1,913,224**	**$1,966,366**	**($13,579)**

FISCAL YEAR 2017-18
BUDGET DETAIL
WATER & SEWER FUND
UTILITY BILLING / CUSTOMER SERVICE

420.0707.533

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	300,219	293,399	291,600	310,434	17,035
510400	OVERTIME	645	5,000	3,895	5,150	150
525010	FICA	21,711	21,700	20,190	23,058	1,358
525030	RETIREMENT CONTRIBUTIONS	36,337	37,907	36,855	37,823	(84)
525040	LIFE/HEALTH INSURANCE	242,641	55,227	54,162	56,909	1,682
525070	EMPLOYEE ALLOWANCE	488	480	480	480	0
	TOTAL PERSONAL SERVICES	**$602,041**	**$413,713**	**$407,182**	**$433,854**	**$20,141**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	531	66,740	14,000	13,975	(52,765)
	Collections costs (transworld), lien recording, other; FY 17 budget included credit card fees that were moved to 531001					
530015	CUST SERV REIMBURSEMENT	(134,000)	(134,000)	(90,000)	(80,000)	54,000
	The Solid Waste and Stormwater funds reimburse this department for a portion of the Utility Billing Operations					
531001	CREDIT CARD PROCESSING	132,211	0	161,000	161,000	161,000
540000	TRAINING / TRAVEL	97	2,000	750	2,000	0
541000	COMMUNICATIONS	885	10,560	10,560	10,560	0
	Estimated monthly data/ IVR expense and cell phones					
542020	POSTAGE & FREIGHT	41,066	45,700	45,700	45,700	0
542100	EQUIP. SERVICES - REPAIRS	5,675	7,000	7,000	4,000	(3,000)
542110	EQUIP. SERVICES - FUEL	4,940	5,000	5,000	5,000	0
546000	REPAIR AND MAINTENANCE	0	1,000	1,000	1,000	0
	Repairs to or batteries for meter reading equipment such as laptops and handhelds					
547000	PRINTING AND BINDING	19,091	23,000	24,000	26,000	3,000
	Outsourced printing and mailing of utility bills					
551000	OFFICE SUPPLIES	754	1,600	4,000	2,500	900
552000	OPERATING SUPPLIES	0	2,975	2,900	1,500	(1,475)
552070	UNIFORMS & OTHER CLOTHING	0	450	450	450	0
559000	DEPRECIATION	11,992	0	0	0	0
	TOTAL OPERATING EXPENSES	**$83,242**	**$32,025**	**$186,360**	**$193,685**	**$161,660**
		$685,282	**$445,738**	**$593,542**	**$627,539**	**$181,801**

CAPITAL IMPROVEMENT PROJECTS
WATER SEWER FUND 420

CIP NUMBER	PROJECT DESCRIPTION	DEPT REQUEST 2017-18	2018-19	2019-20	2020-21	2021-22
Water Production						
18K10	Filter Bed Replacement (2 per year)	200,000	200,000	200,000	200,000	200,000
17K14	Accelator Improvements	330,000	330,000	330,000	0	0
18K18	Washwater Transfer Sludge Pumps	30,000	0	30,000	0	30,000
18K19	Slaker Replacement	350,000	0	0	0	
	Influent Mag Flow Meter	0	40,000	0	40,000	40,000
	Flume Improvements	0	88,000	0	0	0
	High Service Pump (HSP) Improvements	0	100,000	100,000	100,000	100,000
	Chlorine Scrubber System Replacement	0	150,000	0	0	0
	Delroyd Gear Box Rebuilds	0	0	45,000	45,000	45,000
	Filter Awnings Replacements	0	0	25,000	120,000	120,000
	Anionic Polymer Feed System Replacement	0	0	50,000	0	0
	Electrical Upgrades - MCC & Generator Controls	0	0	50,000	400,000	0
	Golden Gate Well 426	0	0	0	85,000	600,000
17K06	Well 1A Engine/Pump Replacement		0	0	0	
17K07	Service Truck Replacement	0	0	0	0	30,000
	TOTAL WATER PRODUCTION	**910,000**	**908,000**	**830,000**	**990,000**	**1,165,000**
Water Distribution						
18L02	Water Transmission Mains	3,000,000	3,000,000	3,000,000	3,000,000	2,000,000
18L06	Service Truck Replacement (1)	70,000	70,000	70,000	70,000	70,000
	G.G Blvd Expansion (Everglades Blvd to Desoto)	0	250,000	0	0	0
	Valve Maintenance Equipment	0	60,000	0	0	0
	Traffic Arrow Board Replacement (2)	0	30,000	0	0	0
	Insta-Valve Equipment Purchase	0	0	75,000	0	0
	Dump Truck Replacement	0	0	0	120,000	0
	TOTAL WATER DISTRIBUTION	**3,070,000**	**3,410,000**	**3,145,000**	**3,190,000**	**2,070,000**
Wastewater Treatment						
18M07	WWTP Pumps	150,000	150,000	150,000	150,000	150,000
18M25	Infrastructure Repairs	180,000	120,000	100,000	100,000	100,000
18M28	Generator Improvements	60,000	250,000	0	0	0
18M29	Clarifier Improvements	100,000	100,000	150,000	0	0
	Service Truck Replacement	0	0	0	30,000	0
	SCADA Improvements	0	100,000	0	0	0
	Chlorine System Expansion	0	0	100,000	0	0
	Belt Filter Press Conveyer Replacement	0	70,000	200,000	100,000	0
	Final Treatment Expansion	0	0	0	0	50,000
17M01	PLC Replacements	0	0	0	0	
	TOTAL WASTEWATER TREATMENT	**490,000**	**790,000**	**700,000**	**380,000**	**300,000**
	(Project 18M02 Filter Rehab was completed in FY 16-17 and has been removed - $750,000)					
Wastewater Collections						
18N04	Replace Sewer Mains, Laterals, etc.	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
18N11	Service Truck Replacement (1)	45,000	70,000	70,000	70,000	70,000
18N13	Vacuum/Pumper Truck Replacement	225,000	0	0	0	0
18N14	Light Tower Replacements (2)	30,000	0	0	0	0
18N15	Cement Sprayer (F/Manhole Rehabs)	80,000	0	0	0	0
17N12	Sewer Improvements (Assessments) (a)	7,200,000	0	0	0	0
	Box blade Tractor Replacement	0	55,000	0	0	0
	Large Truck Awning (Design and Installation)	0	100,000	0	0	0
	Combination Jet/Vacuum Truck (Replacement)	0	0	300,000	0	0
	High Velocity Jet Truck Replacement	0	0	0	250,000	0
17N10	Dewatering Pump	0	0	0	55,000	0
	TOTAL WASTEWATER COLLECTIONS	**8,580,000**	**1,345,000**	**1,370,000**	**1,375,000**	**1,070,000**

CAPITAL IMPROVEMENT PROJECTS
WATER SEWER FUND 420

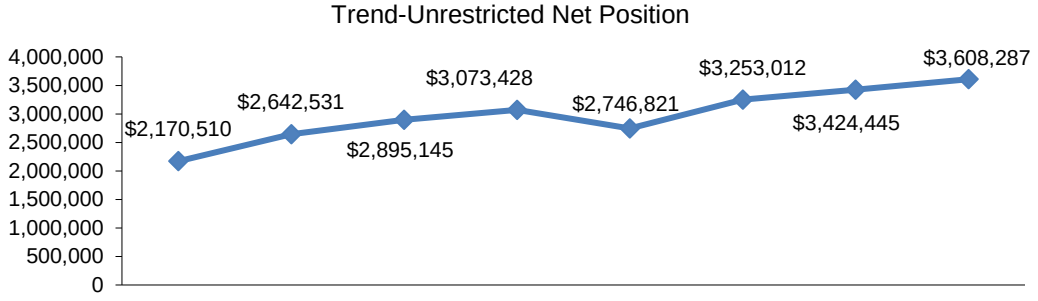
(a) increased by $1.2 million from CIP

CIP NUMBER	PROJECT DESCRIPTION	DEPT REQUEST 2017-18	2018-19	2019-20	2020-21	2021-22
Utilities Maintenance						
18X01	Replace/Upgrade Remote Pumping Facilities	300,000	250,000	250,000	150,000	150,000
18X04	Replace Submersible Pumps	150,000	150,000	150,000	150,000	150,000
18X02	Pump Stations Improvements	300,000	300,000	300,000	300,000	300,000
18X07	Power Service Control Panels	300,000	300,000	300,000	300,000	300,000
18X05	Service Truck Replacement (1)	90,000	90,000	90,000	70,000	70,000
18X21	Handheld Radio Replacements	160,000	~~0~~	~~0~~	0	0
18X22	Generator Replacements	150,000	150,000	150,000	150,000	150,000
18X23	Paving of parking areas	240,000	0	0	0	0
	Odor Control Systems	0	40,000	0	40,000	40,000
	Irrigation System Control Valves	0	50,000	50,000	50,000	0
	Telemetry Upgrades/Improvements (Sewer PS)	0	0	0	325,000	0
18X19	Alternative Pumping Improvements	0	0	0	0	0
	TOTAL UTILITIES MAINTENANCE	**1,690,000**	**1,330,000**	**1,290,000**	**1,535,000**	**1,160,000**
Utilities/Finance/Customer Service						
	Meter Reading Truck Replacement	0	0	0	25,000	0
	TOTAL CUSTOMER SERVICE	**0**	**0**	**0**	**25,000**	**0**
IWRP (Integrated Water Resource Plan)						
18K58	Reclaimed Water Distribution System (Phase 5)	3,000,000	0	0	0	0
18K59	Reclaimed Water Transmission Mains	200,000	200,000	200,000	200,000	200,000
	TOTAL IWRP	**3,200,000**	**200,000**	**200,000**	**200,000**	**200,000**
	FUND TOTAL	**17,940,000**	**7,983,000**	**7,535,000**	**7,695,000**	**5,965,000**
	Other capital assets not in CIP	267,500				
	Total capital for FY 17-18	18,207,500				
		Five Year Total		**47,118,000**		

This page was left blank intentionally

NAPLES BEACH FUND
FINANCIAL SUMMARY
Fiscal Year 2017-18

Unrestricted Net Position as of September 30, 2016		**$3,253,012**
Projected Revenues FY 2016-17		**2,344,900**
Projected Expenditures FY 2016-17		**2,173,467**
Net Increase/(Decrease) in Net Unrestricted Assets		**171,433**
Expected Unrestricted Net Position as of September 30, 2017		**$3,424,445**
Add Fiscal Year 2017-18 Budgeted Revenues		
Meter Collections	1,750,000	
Beach Stickers	56,400	
Lowdermilk Concession Contract	95,000	
Naples Pier Concession Contract	94,500	
Parking Tickets	136,000	
Interlocal/Collier County (moved to General Fund)	0	
Tourist Development Council	361,000	
Miscellaneous Revenue	72,890	$2,565,790
TOTAL AVAILABLE RESOURCES		**$5,990,235**
Less Fiscal Year 2017-18 Budgeted Expenditures		
Administration	$584,003	
Beach Maintenance	842,920	
Beach Enforcement	444,912	
Naples Pier	87,128	
Lowdermilk Park	63,985	
Capital projects	359,000	$2,381,948
BUDGETED CASH FLOW		**$183,842**
Projected Unrestricted Net Position as of September 30, 2018		**$3,608,287**



Beach Fund

Community Services, Police and Finance (Fund 430)

Mission Statement:
The Beach Fund provides a balanced, sustainable and value-focused system of beaches, parks, recreation and public spaces creating community opportunities throughout the City.

Fund Description

Naples is defined, among other things, by its beautiful beaches. There are 42 beach access points in the City, beginning at Seagate Drive and continuing south to 33rd Avenue South. With easy beach access, residents and visitors have ample opportunity to enjoy the non-commercial beauty of the Gulf of Mexico.

The purpose of the Naples Beach Fund is to track the costs of operating the City's public beaches and these accesses. The Fund includes five separate divisions, reporting to three different departments.

- **Administration** – This Division handles revenue management, parking meter collections and administrative functions for the fund. The budget is managed by the Finance Department.
- **Fishing Pier** – A popular tourist spot, this Division tracks operating costs such as fishing permits and utilities. This is part of the Community Services Department.
- **Maintenance** – Each of the 42 beach ends requires regular maintenance and upkeep, from simple trash pickup for the small crossovers, to tree trimming and grass cutting for the larger beach accesses. This is part of the Community Services Department.
- **Lowdermilk Park** – A site for family events, weddings and recreation, this Division tracks costs of this beachfront park. This is part of the Community Services Department.
- **Enforcement** – This Division tracks costs of Beach Specialists who monitor parking, assist citizens, respond to complaints and medical emergencies, and enforce City Ordinances. They are part of the Police Department.

With nine miles of pristine white sand Gulf beaches and gentle surf, the City of Naples is an ideal beach destination. Parking is available at the end of nearly every avenue, making the City beaches the most accessible beaches in the County.

2017-18 Departmental Goals and Objectives

As part of Vision Goal #1 (Preserve the Town's distinctive character and culture), maintain beaches

- Provide maintenance services through the daily collection and removal of trash or debris from Gulf beaches to sustain a pristine appearance along the coast within the City.

Beach Fund (continued)

- Provide two beachfront concession facilities for public use, one at the Naples Pier and the other at Lowdermilk Park offering a variety of affordable food and soft drinks on a daily basis.

As part of Vision Goal #3A (Maintain and improve public amenities for residents), provide clean, safe and aesthetically pleasing public beach access facilities responsive to resident and visitor needs

- Monitor and ensure beach and waterway amenities are accessible, clean and provide a positive experience and image for residents and visitors on a daily basis.
- Coordinate and schedule a standardized preventative maintenance program at all beach access locations conducted by a weekly physical inspection with safety repairs completed within 24 hours of observation and reporting.

As part of Vision Goal #3 (Maintain an extraordinary quality of life for residents), provide beachfront concession facilities for public use at Lowdermilk Park and the Naples Pier

- Ensure contracted concession services provide quality products, reasonable, competitive pricing and exceptional customer service that meets or exceeds anticipated customer expectations on a daily basis.
- Collect and record contracted concession commissions within terms and conditions of the vendor agreements on a monthly basis.

2017-18 Significant Budgetary Issues

The budget for the Naples Beach Fund is $2,3,81,948 a $286,556 increase over the FY 16-17 budget.

The Naples Beach Fund is projected to have a fund balance of $2.9 million at the end of FY 17-18. The intent and plan for this fund balance is to have sufficient funds to meet any repair/maintenance costs necessary for the City's major beach feature, the Pier.

Revenue

Revenues in this budget are $2,565,790.

Parking pay stations provide the primary operating revenue to this fund at $1,750,000. This $570,000 increase is due to the October 2015 increase in hourly parking rates (from $1.50 to $2.50 per hour) plus the completion of the project that eliminated parking meters, replacing them with pay stations.

Residents and property owners of Collier County are eligible for a free parking sticker for the beaches and beach parks. Without the sticker, cars may park at pay stations for $2.50 per hour. Visitors may purchase an annual beach parking sticker for $50 (expected to increase to $60 for FY 17-18), and the budget for FY 17-18 is $56,400 for these sticker sales.

The Tourist Development Council (TDC) is expected to continue an operating grant for the beach fund for $161,000 to reimburse beach maintenance expenditures. Parking Tickets show a slight ($2,000) decrease for FY 17-18, due in part to the ease of use of the new pay stations, where customers can pay with a credit card (no longer having to carry pockets of quarters), are warned by text of expiration, and may extend time on the parking meter by

Beach Fund (continued)

text. Staff have recently purchased new enforcement technology to better utilize the features of the pay stations.

The Beach fund is budgeted to receive $25,000 as a contribution for the New Year's Eve Fireworks, from the Naples Backyard History organization. Other donations may come from the sales of the Pier Planks, although sales have declined to a negligible impact.

Expenditures

Administration (Finance Department)

The budget of the Administration Division is $614,003. This represents a $28,007 decrease from FY16-17.

Personal Services are budgeted at $42,813, a decrease of $6,292 due to the employees changing their employee benefit options. There continues to be one full time equivalent position budgeted in this division. The Administrative Specialist is split 50/50 with the General Fund/Finance Department. The part-time Meter Technician position is responsible for collecting money from the pay stations and repairing machines as needed.

Operating Expenses are $541,190, a $27,715 decrease from the prior year. For enhanced tracking, the department shows a new line item for the direct costs of accepting credit cards, which was formerly in line item 30-00 (Operating Expenditures).

The largest expense in Administration is the General Fund Reimbursement, budgeted at $140,030. Technology Services charges are budgeted at $10,600 which is a decrease of $7,550. These interfund charges represent support for the entire Beach Fund. Special Events, which represents the cost of the Independence Day Fireworks Display and New Year's Eve Fireworks, is budgeted at $71,250. Repair and maintenance costs are $144,482, a slight increase of $3,567 from the previous year which is accounted from in the increase of recurring costs of the number of pay stations.

There is $30,000 budgeted in Capital for the beach-end security camera program. This program will add cameras as needed to the City's video feed.

Beach Maintenance

The budget of the Maintenance Division is $1,056,920, a $261,438 increase.

Personal Services budgeted at $480,370, is a $75,198 increase over FY 16-17 and includes 8 positions that report to Community Services. The increase is due to the addition of two landscape technician positions. There is also an increase of 0.2 for Service Workers, which reflects the two fulltime and two part-time positions scheduled to provide services to the beaches.

Operating Expenses are budgeted at $362,550 or $16,240 more than the FY16-17 budget. For FY 17-18, major operating expenses include $146,000 for repair and maintenance which includes parking lot maintenance, big belly trash receptacles, and dune walkover repairs. Other operating expenses are $109,000 for utilities, $22,000 for contracted services including adding a lightening detection system for FY 17-18. The Beach Fund budgets $15,000 in "Storm Repair" for minor storm related repairs and disposal of seaweed.

Beach Fund (continued)

Capital is detailed at the end of this section and in the Capital Improvement Program and includes $200,000 for 8th Avenue South beach park improvements and a beach maintenance cart for $14,000.

Enforcement

The budget of the Enforcement Division is $459,912, a $30,168 decrease from the FY 16-17 budget.

Personal Services is budgeted at $396,440, a decrease of $8,840 primarily due to a change in insurance coverage selected by employees. Included for a third year is the pelican watch patrol as recommended by the Conservancy. At $15,000, these two employees will provide the pelican watch from December through April. The other five employees of this division, the Beach Specialists, are assigned the responsibility of assisting in the enforcement of City ordinances at the beaches, such as parking regulations, boat storage, dress code, and fishing permits. Beach Specialists provide immediate beach response for water rescues, crowd control, wildlife protection and first aid.

Operating costs increased from $35,800 to $48,472, in part due to the annual license for the parking enforcement software. Other major operating costs are vehicle maintenance and Fuel, totaling $18,300, printing for parking tickets and envelopes ($5,500), supplies ($3,800), and maintenance for the parking ticket software ($6,000).

Capital Outlay is budgeted in the amount of $15,000, which includes an ATV replacement.

Naples Pier

The expenditures at the Naples Pier are budgeted at $87,128, which reflects an $18,428 increase from the FY 16-17 budget, due the DEP lease fee for the pier. There are no personnel in this division, and the primary expenses are related to the DEP lease for the pier, and supplies as needed.

The Pier has offsetting revenue of $94,500 from the concession contract at the pier.

Lowdermilk Park

Lowdermilk Park is located on the beach near Banyan Boulevard. The revenues earned from the Lowdermilk concession (estimated at $95,000) exceed the budgeted (direct) operating costs of the Park operations.

The operating costs of Lowdermilk Park are $63,985 and include items such as electricity ($9,485), operating supplies ($2,000), contracted maintenance ($18,000) and janitorial supplies ($12,000). The FY 17-18 budget also includes $100,000 for pavilion repair.

CITY OF NAPLES
NAPLES BEACH FUND
REVENUE SUMMARY

	ACTUAL 2014-15	ACTUAL 2015-16	BUDGET 2016-17	PROJECTED 2016-17	PROPOSED 2017-18
COLLIER CTY SHARED COST	400,000	400,000	0	0	0
METER COLLECTION	827,607	1,355,108	1,180,000	1,650,000	1,750,000
BEACH STICKERS	46,513	51,509	48,300	48,300	56,400
LOWDERMILK CONTRACT	74,734	108,674	95,000	95,000	95,000
NAPLES PIER CONTRACT	55,667	90,407	73,000	94,500	94,500
CAT/BOAT STORAGE FEES	13,964	8,684	8,100	8,100	8,100
PARKING TICKETS & LATE FEES	242,595	139,675	138,000	137,000	136,000
TOURIST DEVEL. TAX	160,922	160,922	161,000	161,000	161,000
TOURIST DEVEL. TAX CAPITAL	1,464,414	600,000	0	100,000	200,000
DONATIONS (Fireworks, Planks and Gala)	42,530	51,010	26,000	26,000	25,000
INTEREST/SALES/MISC	72,088	36,137	22,000	25,000	39,790
TOTAL BEACH FUND	**$3,401,035**	**$3,002,127**	**$1,751,400**	**$2,344,900**	**$2,565,790**

TDC Grant revenue includes $100,000 for Lowdermilk and $200,000 for 8th Ave S.

FUND: 430 BEACH FUND

FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE		FY 2018 Proposed
			ADMINISTRATION (1001)		
0.5	0.5	0.5	Administrative Specialist	(a)	15,827
0.5	0.5	0.5	Meter Technician		15,949
1	1	1			31,776
			MAINTENANCE (1017)		
1	1	1	Equipment Operator III Grant Funded		42,203
1	1	0	Tradesworker		0
2	2	2	Custodian		69,148
0	0	2	Landscape Tech II/III		80,873
2.8	2.8	3	Service Worker (2 Fulltime and 2 Part-time)		104,923
6.8	6.8	8			$297,147
			BEACH ENFORCEMENT (1018)		
0.2	0.2	0.2	Code & Harbor Manager	(b)	18,509
5	5	5	Beach Specialist		234,251
0.2	0.2	0.2	Guards / Pelican Patrol *		15,000
5.4	5.4	5.4	**(2 part-time positions to provide coverage for pelican protection from 12/17- 4/18)*		267,760
13.2	**13.2**	**14.4**	**Regular Salaries**		**596,683**
			Other Salaries (On Call Pay)		**5,222**
			Overtime		**38,500**
			Employer Payroll Expenses		**279,218**
			Total Personal Services		**$919,623**

(a) This position is split with the General Fund
(b) The Code & Harbor Manager is also paid 20% in the General Fund and 60% in the Dock Fund.
(c) Maintenance Division is requesting two part-time Service Workers. Other changes are staff reorganizations within the department.

FISCAL YEAR 2017-18
BUDGET DETAIL
BEACH FUND
DEPARTMENT SUMMARY

FUND 430

	2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES					
510200 REGULAR SALARIES & WAGES	539,912	546,306	545,500	581,683	35,377
510300 OTHER SALARIES & WAGES	18,572	20,070	19,545	20,222	152
510400 OVERTIME	32,440	41,500	38,500	38,500	(3,000)
525010 FICA	42,854	39,714	44,260	40,959	1,245
525030 RETIREMENT CONTRIBUTIONS	78,340	68,354	62,951	68,178	(176)
525040 LIFE/HEALTH INSURANCE	170,785	142,413	136,300	168,881	26,468
525070 EMPLOYEE ALLOWANCES	1,268	1,200	1,200	1,200	0
TOTAL PERSONAL EXPENSES	**$884,170**	**$859,557**	**$848,256**	**$919,623**	**$60,066**
OPERATING EXPENSES					
530000 OPERATING EXPENDITURES	49,229	82,600	39,100	54,328	(28,272)
530010 CITY ADMINISTRATION	125,970	123,440	123,440	140,030	16,590
531010 PROFESSIONAL SERVICES	0	20,000	20,000	22,000	2,000
531100 CREDIT CARD CHARGES	80,588	84,000	86,500	86,500	2,500
531040 OTHER CONTRACTUAL SVCS	20	6,700	6,700	19,700	13,000
531220 INVESTMENT ADVISORY FEES	0	0	2,280	2,350	2,350
540000 TRAINING & TRAVEL COSTS	0	1,500	1,000	1,500	0
541000 COMMUNICATIONS	17,751	32,320	29,520	33,712	1,392
542100 EQUIP. SERVICES - REPAIRS	26,246	20,500	20,500	18,000	(2,500)
542110 EQUIP. SERVICES - FUEL	13,292	16,400	16,400	14,200	(2,200)
543010 ELECTRICITY	14,544	14,820	15,000	15,413	593
543020 WATER, SEWER, GARBAGE	109,285	90,610	108,000	109,000	18,390
544000 RENTALS & LEASES	18,390	25,000	37,725	42,000	17,000
545220 SELF INSURANCE CHARGE	42,060	46,730	46,730	44,910	(1,820)
546000 REPAIR AND MAINTENANCE	116,766	325,415	308,415	314,982	(10,433)
546070 REPAIR & MAINT: BUOYS & SIGNS	0	0	0	15,000	15,000
546050 STORM REPAIR	0	15,000	15,000	15,000	0
547000 PRINTING AND BINDING	1,257	5,500	5,500	5,500	0
547060 DUPLICATING	398	1,500	1,500	1,500	0
549020 TECHNOLOGY SVC CHARGE	24,330	18,150	18,150	10,600	(7,550)
549050 SPECIAL EVENTS	55,000	71,250	71,250	71,250	0
551000 OFFICE SUPPLIES	18	2,300	2,300	2,300	0
552000 OPERATING SUPPLIES	2,917	3,500	3,500	3,500	0
552070 UNIFORMS	2,170	3,000	3,000	3,000	0
552090 OTHER CLOTHING	600	1,000	1,000	1,050	50
552100 JANITORIAL SUPPLIES	29,086	40,000	59,000	56,000	16,000
559000 DEPRECIATION	450,911	0	0	0	0
TOTAL OPERATING EXPENSES	**$1,180,829**	**$1,051,335**	**$1,041,510**	**$1,103,325**	**$51,990**
NON-OPERATING EXPENSES					
560300 OTHER IMPROVEMENTS	670,949	61,500	117,650	300,000	238,500
560400 MACHINERY EQUIPMENT	142,039	30,000	75,051	30,000	0
560700 VEHICLES	41,632	93,000	91,000	29,000	(64,000)
TOTAL NON-OPERATING EXPENSES	**854,619**	**184,500**	**283,701**	**359,000**	**174,500**
TOTAL EXPENSES	**$2,919,619**	**$2,095,392**	**$2,173,467**	**$2,381,948**	**286,556**

FISCAL YEAR 2017-18
BUDGET DETAIL
BEACH FUND
ADMINISTRATION

430.1001.545

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	30,748	30,951	29,610	31,776	825
510400	OVERTIME	71	6,500	2,500	2,500	(4,000)
525010	FICA	2,290	2,296	2,450	1,188	(1,108)
525030	RETIREMENT CONTRIBUTIONS	13,001	3,293	3,293	1,882	(1,411)
525040	LIFE/HEALTH INSURANCE	19,466	6,065	4,000	5,467	(598)
	TOTAL PERSONAL SERVICES	**$65,576**	**$49,105**	**$41,853**	**$42,813**	**(6,292)**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	19,517	41,200	3,000	3,128	(38,072)
	Includes IVR costs, beach parking tickets and meter mechanisms					
530010	CITY ADMINISTRATION	125,970	123,440	123,440	140,030	16,590
531110	CREDIT CARD FEE	80,588	84,000	86,500	86,500	2,500
531220	INVESTMENT ADVISORY FEES	0	0	2,280	2,350	2,350
	Formerly expensed as an offset to revenue, the fund's share of investment advisor services is now being expensed					
540000	TRAINING & TRAVEL COSTS	0	1,000	1,000	1,000	0
541000	COMMUNICATIONS	17,160	27,720	27,720	29,040	1,320
	Pay station line connections					
542100	EQUIP. SERVICES - REPAIRS	565	2,500	2,500	2,000	(500)
542110	EQUIP. SERVICES - FUEL	5,392	2,400	2,400	2,400	0
545220	SELF INSURANCE CHARGE	42,060	46,730	46,730	44,910	(1,820)
546000	REPAIR AND MAINTENANCE	45,771	140,915	140,915	144,482	3,567
	Warranty / maintenance costs on paystations, coin counter and beach end renumbering and repaving as needed					
547060	DUPLICATING	398	1,500	1,500	1,500	0
	Beach parking brochures and permits.					
549020	TECHNOLOGY SVC CHARGE	24,330	18,150	18,150	10,600	(7,550)
549050	SPECIAL EVENTS	55,000	71,250	71,250	71,250	0
551000	OFFICE SUPPLIES	0	2,000	2,000	2,000	0
554000	BOOKS, PUB, MEMBERSHIPS	0	100	0	0	(100)
	TOTAL OPERATING EXPENSES	**$416,751**	**$562,905**	**$529,385**	**$541,190**	**(21,715)**
NON-OPERATING EXPENSES						
560400	MACHINERY EQUIPMENT	130,318	30,000	46,000	30,000	0
	TOTAL NON-OPERATING	**130,318**	**30,000**	**46,000**	**30,000**	**0**
	TOTAL EXPENSES	**$612,645**	**$642,010**	**$617,238**	**$614,003**	**($28,007)**

FISCAL YEAR 2017-18
BUDGET DETAIL
BEACH FUND
MAINTENANCE

430.1017.545

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	255,593	254,960	260,400	297,147	42,187
510300	OTHER SALARIES	4,719	5,070	5,070	5,222	152
	On Call Pay ($5,222)					
510400	OVERTIME	5,074	10,000	11,000	11,000	1,000
525010	FICA	18,986	18,194	20,310	21,458	3,264
525030	RETIREMENT CONTRIBUTIONS	33,900	35,139	31,248	36,952	1,813
525040	LIFE/HEALTH INSURANCE	85,431	81,809	83,800	108,591	26,782
	TOTAL PERSONAL SERVICES	**$403,703**	**$405,172**	**$411,828**	**$480,370**	**$75,198**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	6,439	30,000	25,000	30,000	0
	Beach amenities, such as benches and seats					
531010	PROFESSIONAL SERVICES	0	20,000	20,000	22,000	2,000
	Adding a lightning detection system for FY 17-18					
542100	EQUIP. SERVICES - REPAIRS	7,113	9,000	9,000	7,000	(2,000)
542110	EQUIP. SERVICES - FUEL	297	4,700	4,700	2,500	(2,200)
543020	WATER, SEWER, GARBAGE	109,285	90,610	108,000	109,000	18,390
546000	REPAIR AND MAINTENANCE	46,194	160,000	150,000	146,000	(14,000)
	Dune Walkover repairs, big belly trash receptacles, parking lot maintenance, other building supplies					0
546050	STORM REPAIR	0	15,000	15,000	15,000	0
552070	UNIFORMS	1,001	2,000	2,000	2,000	0
552090	OTHER CLOTHING	600	1,000	1,000	1,050	50
552100	JANITORIAL SUPPLIES	12,015	14,000	30,000	28,000	14,000
	TOTAL OPERATING EXPENSES	**$182,944**	**$346,310**	**$364,700**	**$362,550**	**$16,240**
NON-OPERATING EXPENSES						
60-30	OTHER IMPROVEMENTS	0	0	0	200,000	200,000
60-40	MACHINERY EQUIPMENT	0	0	23,051	0	0
560700	VEHICLES	0	44,000	42,000	14,000	(30,000)
	TOTAL NON-OPERATING EXPENSES	**0**	**44,000**	**65,051**	**214,000**	**170,000**
	TOTAL EXPENSES	**$586,647**	**$795,482**	**$841,579**	**$1,056,920**	**261,438**

FISCAL YEAR 2017-18
BUDGET DETAIL
BEACH FUND
ENFORCEMENT

430.1018.545

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	253,571	260,395	255,490	252,760	(7,635)
510300	OTHER SALARIES	13,853	15,000	14,475	15,000	0
	Two Pelican Protection employees, part time from December to April					
510400	OVERTIME	27,296	25,000	25,000	25,000	0
525010	FICA	21,577	19,224	21,500	18,313	(911)
525030	RETIREMENT CONTRIBUTIONS	31,439	29,922	28,410	29,344	(578)
525040	LIFE/HEALTH INSURANCE	65,888	54,539	48,500	54,823	284
525070	EMPLOYEE ALLOWANCES	1,268	1,200	1,200	1,200	0
	TOTAL PERSONAL SERVICES	**414,891**	**405,280**	**394,575**	**396,440**	**(8,840)**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	490	500	500	10,300	9,800
	Includes $6,700 for parking enforcement software annual license					
540000	TRAINING & TRAVEL COSTS	0	500	0	500	0
541000	COMMUNICATIONS	104	200	200	3,072	2,872
	Includes $2,196 for parking enforcement data plans for phones					
542100	EQUIP. SERVICES - REPAIRS	18,569	9,000	9,000	9,000	0
542110	EQUIP. SERVICES - FUEL	7,603	9,300	9,300	9,300	0
546000	REPAIRS & MAINTENANCE	782	6,000	0	6,000	0
	Maintenance agreement - Parking Ticket software					
547000	PRINTING AND BINDING	1,257	5,500	5,500	5,500	0
551000	OFFICE SUPPLIES	18	300	300	300	0
552000	OPERATING SUPPLIES	2,917	3,500	3,500	3,500	0
552070	UNIFORMS	1,169	1,000	1,000	1,000	0
559000	DEPRECIATION	450,911	0	0	0	0
	TOTAL OPERATING EXPENSES	**483,821**	**35,800**	**29,300**	**48,472**	**12,672**
NON-OPERATING EXPENSES						
560400	MACHINERY EQUIPMENT	0	0	6,000	0	0
560700	VEHICLES	41,632	49,000	49,000	15,000	(34,000)
	TOTAL NON-OPERATING EXPENSES	**41,632**	**49,000**	**55,000**	**15,000**	**(34,000)**
	TOTAL EXPENSES	**940,344**	**490,080**	**478,875**	**459,912**	**(30,168)**

FISCAL YEAR 2017-18
BUDGET DETAIL
BEACH FUND
NAPLES PIER

430.1064.545

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	22,783	8,900	8,600	8,900	0
531040	CONTRACTUAL SERVICES	20	1,700	1,700	1,700	0
	Lightning detection system license					
541000	COMMUNICATIONS	104	1,400	600	600	(800)
543010	ELECTRICITY	5,618	5,700	6,000	5,928	228
544000	RENTALS AND LEASES	18,390	25,000	37,725	42,000	17,000
	DEP lease fee for the pier					
546000	REPAIR AND MAINTENANCE	0	12,000	11,000	12,000	0
	Pier boardwalk repairs and replacements					
552100	JANITORIAL SUPPLIES	9,294	14,000	16,000	16,000	2,000
	TOTAL OPERATING EXPENSES	**56,209**	**68,700**	**81,625**	**87,128**	**18,428**
NON-OPERATING EXPENSES						
560300	IMPROVEMENTS /BUILDING	670,949	0	0	0	0
560400	MACHINERY AND EQUIPMENT	11,721	0	0	0	0
	TOTAL NON-OPERATING	**682,670**	**0**	**0**	**0**	**-**
	TOTAL EXPENSES	**$738,878**	**$68,700**	**$81,625**	**$87,128**	**$18,428**

FISCAL YEAR 2017-18
BUDGET DETAIL
BEACH FUND
LOWDERMILK PARK

430.1065.545

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	0	2,000	2,000	2,000	0
	Cigarette bags, hardware, light bulbs.					
531040	OTHER CONTRACTUAL SERVICES	0	5,000	5,000	18,000	13,000
	Pressure washing, ADA compliant sidewalk, sod, and other maintenance					
541000	COMMUNICATIONS	383	3,000	1,000	1,000	(2,000)
543010	ELECTRICITY	8,925	9,120	9,000	9,485	365
546000	REPAIR & MAINTENANCE	24,019	6,500	6,500	6,500	0
546070	REPAIR & MAINT: BUOYS & SIGNS	0	0	0	15,000	15,000
	New line item created to track the expense for buoys and signs					
552100	JANITORIAL SUPPLIES	7,777	12,000	13,000	12,000	0
	TOTAL OPERATING EXPENSES	**41,105**	**37,620**	**36,500**	**63,985**	**26,365**
NON-OPERATING EXPENSES						
560300	IMPROVEMENTS /BUILDING	0	61,500	117,650	100,000	38,500
	TOTAL ALL EXPENSES	**41,105**	**99,120**	**154,150**	**163,985**	**64,865**

CAPITAL IMPROVEMENT PROJECTS

BEACH FUND (Fund 430)

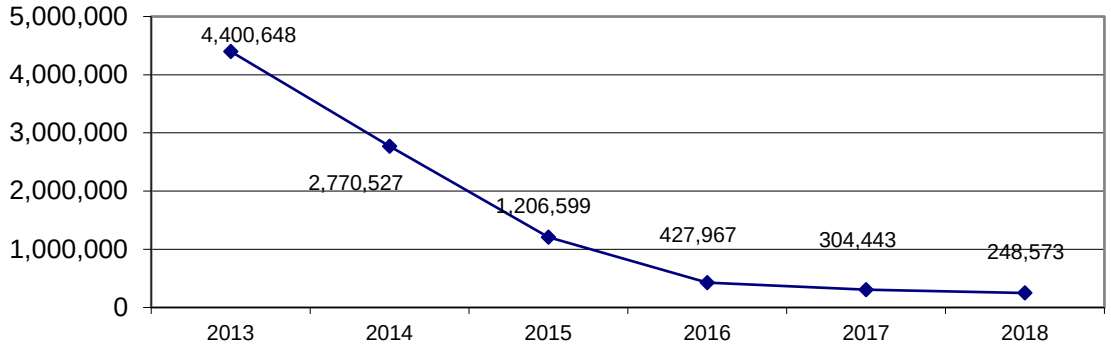
CIP NUMBER	PROJECT DESCRIPTION	DEPT REQUEST 2017-18	2018-19	2019-20	2020-21	2021-22
18R16	Lowdermilk Pavilion Repair	100,000	50,000	50,000	50,000	50,000
18R15	Beach Maintenance Cart (1)	14,000	14,000	14,000	14,000	14,000
18R20	8th Ave S Beach Park Improvements*	200,000	0	0	0	0
18R13	Beach ATV Replacement (1)	15,000	15,000	0	15,000	15,000
18R11	Security Cameras	30,000	0	0	0	0
	Beach Specialist ATV Storage Garage	0	70,000	0	0	0
	Parking Pay Stations Update	0	0	0	248,000	150,000
	Lowdermilk Parking Lot Repaving	0	0	0	0	0
	Beach Maint Vehicle Replacement (1)	0	0	0	0	0
	Beach Specialist Vehicle Replacement (1)	0	0	0	0	0
TOTAL BEACH FUND		**359,000**	**149,000**	**64,000**	**327,000**	**229,000**

SOLID WASTE FUND
FINANCIAL SUMMARY
FISCAL YEAR 2017-18

Beginning Balance - Unrestricted Net Position as of September 30, 2016		**$427,967**
Projected Revenues FY 2016-17		**6,474,550**
Projected Expenditures FY 2016-17		**6,598,074**
Net Increase/(Decrease) in Net Unrestricted Assets		**(123,524)**
Expected Unrestricted Net Position as of September 30, 2017		**$304,443**
Add Fiscal Year 2017-18 Budgeted Revenues		
Solid Waste Fees	6,070,000	
Sale of Assets	95,000	
Recycle Material Proceeds	8,000	
Special Pickups, Rolloff and Other	721,460	6,894,460
TOTAL AVAILABLE RESOURCES:		$7,198,903
Less Fiscal Year 2017-18 Budgeted Expenditures		
Administration	594,618	
Residential Pick-up	1,315,324	
Horticultural Waste	687,564	
Commercial Pick-up	2,486,474	
Recycling Division	483,240	
Capital Requests	509,000	
Transfer - Administration	323,130	
Transfer - Self Insurance	205,380	
Payment in Lieu of Taxes	345,600	6,950,330
BUDGETED CASH FLOW		**(55,870)**
Projected Unrestricted Net Position as of September 30, 2018		**$248,573**

Working Capital as of 9/30/2016 is $1.16 million.
Policy requires $1.61 million or 3 months of operating expense.

Trend - Unrestricted Net Position



Unrestricted Net Position as 9/30/2016 includes the negative effect of GASB 68 Pension Liability of $638,857.

Solid Waste Fund

Utilities Department/Solid Waste

Mission Statement: To protect public health and the environment by ensuring proper management of solid and hazardous wastes within the City of Naples.

Department Description

The Utilities Department operates in three separate funds: Water & Sewer Fund, Solid Waste Fund, and Equipment Services Fund. Each Fund will be addressed separately. Solid Waste Fund is an Enterprise Fund. Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent is that the costs of providing the services will be recovered primarily through user charges. The Solid Waste Fund is responsible for providing backdoor residential refuse collection, curbside single stream residential recycling, residential horticultural collection, and commercial garbage collection throughout the City.

2017-18 Goals and Objectives

In accordance with Vision Goal 4 (strengthen the economic health and vitality of the City) enhance and improve productivity within the commercial section:

- Involve drivers in the re-routing of customer stops via onboard GPS systems in order to ensure an efficient collection routing system.
- Conduct on-going survey of commercial customers to ensure compliance with City mandatory non-residential recycling policy.
- Replace at least 20 un-repairable dumpsters.
- Replace 1 service vehicle and 1 satellite collection vehicle.

In accordance with the Vision Goal 2b (promote community sustainability and environmental conservation); increase participation in residential and nonresidential recycling and compliance with solid waste management rules and regulations:

- Provide onsite visits with nonresidential recycling customers to encourage and enforce non-residential recycling; provide educational material and training to ensure compliance.
- Distribute “garbage grams" informing and educating homeowners concerning the proper recycling and solid waste procedures.

2017-18 Significant Budgetary Issues

The budgeted expenditures of the Solid Waste Fund for FY 17-18 are $6,950,330, a $191,069 increase over the FY 16-17 adopted budget.

In FY 16-17, Naples City Council approved a revised rate structure as presented by the Rate Consultant. This increased revenue by approximately 3.5%. Additionally, there is a 2.2% increase for CPI.

The net position (similar to fund balance) of the fund has been of significant note, due to its decline in the past three years. The fund consumed a significant portion of its excess reserves by constructing a new facility in FY 14-15. Then, the impact of GASB 68, requires a reservation of $638,857 in reserves for Pension Liability. These two items caused the net position of the fund to decline.

The new rate structure is intended to begin to reclaim part of that reduction. It is important to note that the City has a policy on Working Capital, not Net Position. The policy requires a minimum

Solid Waste Fund (continued)

working capital balance of 3 months of operating budget to be on hand as working capital. The Solid Waste Fund's working capital, or current assets minus current liabilities, was $1.16 million as of 9/30/2016. This is still below the threshold of 3 months of operating expense, but the fund is working to achieve that amount, or $1.61 million, in a reasonable timeframe.

Revenues

Revenues into the fund total $6,894,460. There are three main categories of revenue in this fund:

- Solid Waste Fees
- Special Pick-Up Fees
- Commercial Roll-offs

Solid Waste Fees are the primary source of revenue for this fund budgeted at $6,070,000 for residential, multi-family and commercial pick-ups, collected via the bi-monthly utility bill. There are two parts of the Solid Waste bill: a City collections charge and a Collier County landfill pass through. City Code Chapter 32 declares an automatic annual price increase equal to the United States Consumer Product Index (CPI). For FY 17-18, the Consumer Price Index rate increased 2.2% from FY 16-17, which will be applied to City rates for FY 17-18. Although the City does not apply a CPI increase to the disposal operations, Collier County has notified the City that they will be increasing disposal rates for the waste that is collected and hauled to the Collier County landfill by 2.9%. This is a direct pass through to the customer.

The City charges for special pick-ups, such as demolition debris. For FY 17-18 the fund is budgeted to collect $126,050. Commercial roll-offs are budgeted at $585,000.

Interest Earnings are budgeted at $10,410. The budget also includes $95,000 from the sale of surplus assets.

Expenditures

There are four separate divisions in the Solid Waste Fund for a total budget of $6,950,330, an increase of $191,069 from FY 16-17. The primary reason for the increase is due to the purchase of vehicles and capital equipment. There are 26 budgeted positions, no change from FY 16-17.

Administration

Administration coordinates the activities of this fund, and includes the fund-wide overhead costs. The Administration budget is $2,665,292, an increase of $185,938 from the FY 16-17 budget.

Horticulture collection services are provided by a subcontracted vendor and equate to an annual cost of $687,564. For FY 17-18, there is no increase from FY 16-17.

There are four (4) positions budgeted in Administration. Major costs in this division are General Fund Administrative Charge ($323,130), Payment in Lieu of Taxes ($345,600) and Self Insurance ($205,380).

Residential

The Residential Division is responsible for the collection and disposal of all residential solid waste. The budget is $1,315,324; $62,293 more than the FY 16-17 adopted budget. Personal Services for the twelve (12) employees in this section is $764,224 or $63,343 more than the FY 16-17 budget. There is an increase of one employee which has been moved from the Commercial Division to the Residential Division.

Other major costs include charges for waste taken to the County Landfill ($270,000), and costs to operate and maintain the solid waste collection vehicles ($270,800).

Solid Waste Fund (continued)

Commercial
The Commercial Division is responsible for the collection and disposal of commercial solid waste. The budget is $2,486,474 which is $76,773 less than the FY 16-17 budget.

The Commercial Division has five (5) employees, a reduction of one from FY 16-17 which has been transferred to the Residential Division. Personal Services costs are $345,044 or $71,623 less than FY 16-17. Due to the employees making changes in their health care coverage, there were decreased costs associated with benefits as well as the transfer of the employee.

The largest expense in the Commercial Division is the County Landfill, at $1,430,000. Other major expenses include: $278,400 for the hauling of roll off containers, $295,000 for fuel and maintenance of the solid waste commercial vehicles, $35,000 for compactor dumpster rentals, and $85,000 to replace dumpsters and 96-gallon carts for the commercial cart route.

Recycling
On October 1, 2010, a single stream recycling program was implemented. Single family residential customers have been provided with 65-gallon carts into which all recycling material may be placed. This comingled method has increased recycling participation and has reduced residential garbage from entering the Collier County landfill. For the FY 17-18 budget, the total budget is $483,240, an increase of $19,611 over the FY 16-17 budget.

Personal Services for five (5) employees in this Division is $348,890, a $30,011 increase over the FY 16-17 budget. Operating Expenses total $134,350, which is a decrease from FY 16-17, with the largest cost being Equipment Services (Repairs and Fuel) for $88,600.

Capital Outlay
Total Capital budgeted for FY 17-18 in the Solid Waste Fund is $509,000, which includes the current year Capital Improvement Plan budget and $12,000 for the purchase of roll-off dumpsters. The Capital Improvement Plan presented in April estimated the budget would include $25,000 for a Cardboard baler; however, this purchase has been moved out to FY 20 due to a reevaluation of the program. For FY 17-18, the Solid Waste Fund will use $100,000 to rebuild large refuse trucks, $32,000 for a satellite collection replacement vehicle, $270,000 for a large refuse truck replacement, $30,000 for a service vehicle replacement and $65,000 for handheld radio replacements.

Solid Waste Fund (continued)

2017-18 Benchmarking and Performance Measures

Description	City of Naples	City of Clearwater	City of Fort Myers	Collier County	Lee County
Annual Residential Solid Waste Fees	$272.17	$321.12	$208.00	$181.45-$190.31	$183.83-$227.96
Number of Collections for *Garbage/Recycle/Horticulture* Material – Per Week	2/1/1	1/1/1	1/1/1	2/1/1	1/1/1
Side-yard Service	Yes no additional	$642.24 +26.76 ea additional can	No	Yes + $835.50	No

Description	Actual 2014-2015	Actual 2015-16	Estimated 2016-17	Projected 2017-18
Residential Tons Collected	3,883	3,742	4,000	4,200
Commercial Tons Collected	12,989	13,499	13,600	13,700
Roll-off Tons Collected	7,781	6,946	7,900	8,000
Horticulture Collected (Cubic Yards)	19,179	***35,000	22,000	22,000
Residential Recycling Tons Collected	5,805	5,982	6,000	6,400
Commercial Missed Collections/Complaints	13	6	14	14
Residential Missed Collections/Complaints and Concerns	140	85	140	130
Cost Per Ton of Waste Disposed *(Personnel & Operating Expenses / Total Tonnage)*	$167	$156	$162	$164

**** Accounts for 4,600 additional Cubic Yards of horticulture debris collected during severe weather events in January 2016.*

CITY OF NAPLES
SOLID WASTE FUND
REVENUE SUMMARY

	ACTUAL 2014-15	ACTUAL 2015-16	ADOPTED 2016-17	PROJECTED 2016-17	PROPOSED 2017-18
SOLID WASTE FEES	5,312,265	5,516,917	5,760,000	5,770,500	6,070,000
SPECIAL PICK-UP FEES	59,817	38,051	60,000	38,050	126,050
RECYCLED MATERIALS	7,925	391	0	12,000	8,000
OTHER FEES/COMM RLOFF	470,209	568,989	550,000	570,000	585,000
SALE OF SURPLUS ASSETS	94,990	38,036	50,000	72,000	95,000
INVESTMENT INCOME	20,408	10,781	12,000	12,000	10,410
TOTAL SOLID WASTE	**$5,965,614**	**$6,173,165**	**$6,432,000**	**$6,474,550**	**$6,894,460**

FUND: 450 SOLID WASTE FUND

UTILITIES DEPARTMENT
FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE	FY 2018 Proposed
			ADMINISTRATION (1201)	
1	1	1	Solid Waste Superintendent	84,140
1	1	0	Administrative Specialist II	-
0	0	1	Senior Administrative Specialist	40,877
1	1	1	Solid Waste Supervisor	80,191
1	1	1	Customer Service Representative	33,199
4	4	4		238,407
			RESIDENTIAL (1222)	
1	1	1	Equipment Operator III	38,787
3	3	3	Crew Leader III	147,094
7	7	8	Service Worker III	322,613
11	11	12		508,494
			COMMERCIAL (1223)	
6	6	5	Heavy Equipment Operator	220,027
6	6	5		220,027
			RECYCLING (1224)	
3	3	3	Heavy Equipment Operator	134,659
1	1	1	Recycling Coordinator	54,038
1	1	1	Equipment Operator III	35,904
5	5	5		224,601
26	**26**	**26**	**Regular Salaries**	**1,191,529**
			Overtime	**89,000**
			Employer Payroll Expenses	**503,668**
			Total Personal Services	**$1,784,197**

FISCAL YEAR 2017-18
BUDGET DETAIL
SOLID WASTE
DEPARTMENT SUMMARY

FUND 450

	2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES					
510200 REGULAR SALARIES & WAGES	1,230,662	1,194,114	1,165,098	1,191,529	(2,585)
510400 OVERTIME	56,307	89,000	77,500	89,000	0
525010 FICA	94,652	84,716	84,716	87,783	3,067
525030 RETIREMENT CONTRIBUTIONS	184,701	160,878	137,935	153,972	(6,906)
525040 LIFE/HEALTH INSURANCE	277,375	237,060	247,600	261,433	24,373
525070 EMPLOYEE ALLOWANCES	488	480	480	480	0
TOTAL PERSONAL SERVICES	**$1,844,184**	**$1,766,248**	**$1,713,329**	**$1,784,197**	**$17,949**
OPERATING EXPENSES					
530000 OPERATING EXPENDITURES	1,412	2,050	2,108	2,050	0
530010 CITY ADMINISTRATION	304,360	301,970	301,970	323,130	21,160
530050 COUNTY LANDFILL	1,475,595	1,692,000	1,635,000	1,700,000	8,000
530150 ADMIN CHARGE - UTILITY BILLING	67,000	67,000	45,000	40,000	(27,000)
531001 PROF SVCS- CREDIT CARD	48,402	0	25,500	25,500	25,500
531040 OTHER CONTRACTUAL SERVICES	278,016	377,450	316,000	310,450	(67,000)
531041 HORTICULTURAL SERVICES	687,553	687,564	687,564	687,564	0
531220 INVESTMENT ADVISORY FEES	0	0	670	690	690
538010 PAYMENTS IN LIEU OF TAXES	345,600	345,600	345,600	345,600	0
540000 TRAINING & TRAVEL COSTS	1,957	3,000	2,070	3,000	0
541000 COMMUNICATIONS	417	784	300	784	0
541010 TELEPHONE	2,067	4,740	3,500	4,500	(240)
542100 EQUIP.SERVICES - REPAIRS	580,376	472,000	442,000	467,000	(5,000)
542110 EQUIP. SERVICES - FUEL	171,170	220,100	203,100	190,400	(29,700)
543010 ELECTRICITY	8,458	12,540	10,000	12,540	0
543020 WATER, SEWER, GARBAGE	14,640	15,000	22,000	18,000	3,000
544020 EQUIPMENT RENTAL	33,842	35,200	35,200	110,200	75,000
545220 SELF INSURANCE CHARGE	194,200	197,410	197,410	205,380	7,970
546000 REPAIR AND MAINTENANCE	8,877	11,000	9,700	37,400	26,400
547000 PRINTING AND BINDING	2,428	5,000	2,500	2,500	(2,500)
549020 TECHNOLOGY SVC CHARGE	49,451	40,830	40,830	20,670	(20,160)
551000 OFFICE SUPPLIES	1,693	2,000	2,000	2,000	0
552000 OPERATING SUPPLIES	16,182	27,000	24,500	27,000	0
552010 MINOR OPERATING EQUIPMENT	1,945	13,000	12,400	20,000	7,000
552070 UNIFORMS	9,245	10,000	9,500	10,000	0
552090 OTHER CLOTHING	3,450	3,600	3,220	3,600	0
552100 JANITORIAL SUPPLIES	1,172	1,500	1,500	1,500	0
552510 SOLID WASTE DUMPSTERS	66,075	85,000	85,000	85,000	0
554010 MEMBERSHIPS	837	675	675	675	0
559000 DEPRECIATION	595,503	0	0	0	0
TOTAL OPERATING EXPENSES	**$4,971,920**	**$4,634,013**	**$4,466,817**	**$4,657,133**	**$23,120**
NON-OPERATING EXPENSES					
560300 IMPROVEMENTS O/T BUILDINGS	39,440	100,000	166,428	100,000	0
560400 MACHINERY & EQUIPMENT	0	10,000	7,500	77,000	67,000
560700 VEHICLES	622,083	249,000	244,000	332,000	83,000
TOTAL NON-OPERATING EXPENSES	**$661,523**	**$359,000**	**$417,928**	**$509,000**	**$150,000**
TOTAL EXPENSES	**$7,477,627**	**$6,759,261**	**$6,598,074**	**$6,950,330**	**$191,069**

FISCAL YEAR 2017-18
BUDGET DETAIL
SOLID WASTE
ADMINISTRATION

450.1201.534

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	247,456	244,731	230,440	238,407	(6,324)
510400	OVERTIME	18	1,000	500	1,000	0
525010	FICA	18,431	18,261	18,261	17,712	(549)
525030	RETIREMENT CONTRIBUTIONS	55,366	33,177	25,700	29,833	(3,344)
525040	LIFE/HEALTH INSURANCE	55,054	32,172	32,100	38,607	6,435
525070	EMPLOYEE ALLOWANCES	488	480	480	480	0
	TOTAL PERSONAL SERVICES	**$376,812**	**$329,821**	**$307,481**	**$326,039**	**($3,782)**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	518	550	550	550	0
530010	CITY ADMINISTRATION	304,360	301,970	301,970	323,130	21,160
530150	ADMIN CHARGE - UTILITY BILLING	67,000	67,000	45,000	40,000	(27,000)
531001	PROF SVCS- CREDIT CARD	48,402	0	25,500	25,500	25,500
531040	OTHER CONTRACTUAL SERVICES	4,609	85,050	70,000	20,050	(65,000)
	Portable radio annual warranty ($4,050); Floor cleaning ($15,000) etc					
531041	HORTICULTURAL SERVICES	687,553	687,564	687,564	687,564	0
531220	INVESTMENT ADVISORY FEES	0	0	670	690	690
	Formerly expensed as an offset to revenue, the fund's share of investment advisor services is now being expensed					
538010	PAYMENTS IN LIEU OF TAXES	345,600	345,600	345,600	345,600	0
540000	TRAINING & TRAVEL COSTS	1,957	3,000	2,070	3,000	0
	Renewal of Code Enforcement Certification and DEP Conference					
541000	COMMUNICATIONS/TELEPHONE	417	784	300	784	0
541010	TELEPHONE	2,067	4,740	3,500	4,500	(240)
	Cell phones, air cards and GPS units					
542100	EQUIP. SERVICES - REPAIR	2,324	2,000	2,000	2,000	0
542110	EQUIP. SERVICES - FUEL	716	3,100	3,100	1,000	(2,100)
543010	ELECTRICITY	7,357	10,260	8,600	10,260	0
543020	WATER, SEWER, GARBAGE	14,640	15,000	22,000	18,000	3,000
544020	EQUIPMENT RENTAL	2,283	3,200	3,200	75,200	72,000
545220	SELF INSURANCE CHARGE	194,200	197,410	197,410	205,380	7,970
546000	REPAIR AND MAINTENANCE	5,851	6,000	5,000	32,400	26,400
	Repairs and landscape maintenance at the Solid Waste Site					
547000	PRINTING AND BINDING	2,428	5,000	2,500	2,500	(2,500)
	Garbage grams, notices, holiday schedules, flyers and calendars					
547020	ADVERTISING (NON-LEGAL)	0	0	0	0	0
549020	TECHNOLOGY SVC CHARGE	49,451	40,830	40,830	20,670	(20,160)
551000	OFFICE SUPPLIES	1,693	2,000	2,000	2,000	0
552000	OPERATING SUPPLIES	1,896	7,000	6,000	7,000	0
552090	OTHER CLOTHING	300	300	300	300	0
552100	JANITORIAL SUPPLIES	1,172	1,500	1,500	1,500	0
554010	MEMBERSHIPS	837	675	675	675	0
559000	DEPRECIATION	37,232	0	0	0	0
	TOTAL OPERATING EXPENSES	**$1,784,861**	**$1,790,533**	**$1,777,839**	**$1,830,253**	**$39,720**
NON-OPERATING EXPENSES						
560300	IMPROVEMENTS O/T BUILDINGS	39,440	100,000	166,428	100,000	0
560400	MACHINERY & EQUIPMENT	0	10,000	7,500	77,000	67,000
	Roll off dumpsters ($12,000) and handheld radio replacements ($65,000)					
560700	VEHICLES	622,083	249,000	244,000	332,000	83,000
	TOTAL NON-OPERATING EXPENSES	**$661,523**	**$359,000**	**$417,928**	**$509,000**	**150,000**
	TOTAL EXPENSES	**$2,823,197**	**$2,479,354**	**$2,503,248**	**$2,665,292**	**185,938**

FISCAL YEAR 2017-18
BUDGET DETAIL
SOLID WASTE
RESIDENTIAL

450.1222.534

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	457,893	468,032	452,032	508,494	40,462
	Moved one position from Commercial division to Residential Division					
510400	OVERTIME	23,974	35,000	30,000	35,000	0
525010	FICA	35,197	31,599	31,599	37,129	5,530
525030	RETIREMENT CONTRIBUTIONS	60,020	61,104	52,400	64,454	3,350
525040	LIFE/HEALTH INSURANCE	105,542	105,146	97,500	119,147	14,001
	TOTAL PERSONAL SERVICES	**$682,625**	**$700,881**	**$663,531**	**$764,224**	**$63,343**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	738	500	500	500	0
530050	COUNTY LANDFILL	225,350	262,000	255,000	270,000	8,000
542100	EQUIP.SERVICES - REPAIR	208,850	195,000	195,000	195,000	0
542110	EQUIP.SERVICES - FUEL	53,599	85,000	70,000	75,800	(9,200)
552000	OPERATING SUPPLIES	2,863	3,000	3,000	3,000	0
552070	UNIFORMS	4,330	5,000	4,500	5,000	0
552090	OTHER CLOTHING	1,650	1,650	1,200	1,800	150
559000	DEPRECIATION	47,254	0	0	0	0
	TOTAL OPERATING EXPENSES	**$544,633**	**$552,150**	**$529,200**	**$551,100**	**($1,050)**
	TOTAL EXPENSES	**$1,227,258**	**$1,253,031**	**$1,192,731**	**$1,315,324**	**$62,293**

FISCAL YEAR 2017-18
BUDGET DETAIL
SOLID WASTE
COMMERCIAL

450.1223.534

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	303,025	264,158	244,600	220,027	(44,131)
510400	OVERTIME	23,714	40,000	35,000	40,000	0
525010	FICA	23,956	19,057	19,057	16,206	(2,851)
525030	RETIREMENT CONTRIBUTIONS	40,116	37,062	30,300	28,772	(8,290)
525040	LIFE/HEALTH INSURANCE	71,525	56,390	57,000	40,039	(16,351)
	TOTAL PERSONAL SERVICES	**$462,335**	**$416,667**	**$385,957**	**$345,044**	**($71,623)**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	156	500	558	500	0
530050	COUNTY LANDFILL	1,250,244	1,430,000	1,380,000	1,430,000	0
531040	OTHER CONTRACTUAL SERVICES	261,130	268,400	240,000	278,400	10,000
	Roll off services and cardboard services					
542110	EQUIP.SERVICES - REPAIR	226,798	230,000	175,000	225,000	(5,000)
542110	EQUIP.SERVICES - FUEL	66,553	83,000	75,000	70,000	(13,000)
543010	ELECTRICITY	1,101	2,280	1,400	2,280	0
544020	EQUIPMENT RENTAL	31,559	32,000	32,000	35,000	3,000
	Compactor (8) rentals					
546000	REPAIR & MAINTENANCE	1,221	2,000	1,700	2,000	0
552000	OPERATING SUPPLIES	6,924	10,000	9,000	10,000	0
552070	UNIFORMS	2,515	2,500	2,500	2,500	0
552090	OTHER CLOTHING	600	900	620	750	(150)
	Safety shoe allowances					
552510	SOLID WASTE DUMPSTERS	66,075	85,000	85,000	85,000	0
559000	DEPRECIATION	147,217	0	0	0	0
	TOTAL OPERATING EXPENSES	**$2,062,093**	**$2,146,580**	**$2,002,778**	**$2,141,430**	**($5,150)**
	TOTAL EXPENSES	**$2,524,428**	**$2,563,247**	**$2,388,735**	**$2,486,474**	**($76,773)**

FISCAL YEAR 2017-18
BUDGET DETAIL
SOLID WASTE
RECYCLING

450.1224.534

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	222,288	217,193	238,026	224,601	7,408
510400	OVERTIME	8,601	13,000	12,000	13,000	0
525010	FICA	17,068	15,799	15,799	16,736	937
525030	RETIREMENT CONTRIBUTIONS	29,199	29,535	29,535	30,913	1,378
525040	LIFE/HEALTH INSURANCE	45,256	43,352	61,000	63,640	20,288
	TOTAL PERSONAL SERVICES	**$322,412**	**$318,879**	**$356,360**	**$348,890**	**$30,011**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	0	500	500	500	0
531040	CONTRACT SERVICES	12,277	24,000	6,000	12,000	(12,000)
	Payment to Lee County for recycling residue					
541200	EQUIP. SERVICES - REPAIRS	142,404	45,000	70,000	45,000	0
542110	EQUIP. SERVICES - FUEL	50,302	49,000	55,000	43,600	(5,400)
546000	REPAIR & MAINTENANCE	1,805	3,000	3,000	3,000	0
	Outside warranty on toters and repairs					
552000	OPERATING SUPPLIES	4,500	7,000	6,500	7,000	0
552010	OPERATING EQUIPMENT	1,945	13,000	12,400	20,000	7,000
	Recycling carts					
552070	UNIFORMS	2,400	2,500	2,500	2,500	0
	T-shirts and Uniform rental					
552090	OTHER CLOTHING	900	750	1,100	750	0
	Employees' safety shoe allowance					
559000	DEPRECIATION	363,800	0	0	0	0
	TOTAL OPERATING EXPENSES	**$580,332**	**$144,750**	**$157,000**	**$134,350**	**($10,400)**
	TOTAL EXPENSES	**$902,744**	**$463,629**	**$513,360**	**$483,240**	**$19,611**

CAPITAL IMPROVEMENT PROJECTS
SOLID WASTE FUND 450

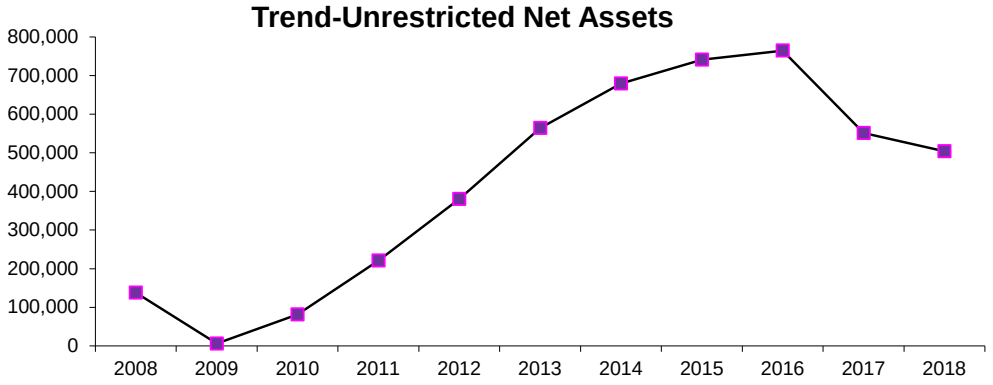
CIP NUMBER	PROJECT DESCRIPTION	DEPT REQUEST 2017-18	2018-19	2019-20	2020-21	2021-22
18P21	Satellite Collection Vehicle Replacement	32,000	32,000	32,000	32,000	32,000
18P02	Rebuild Solid Waste Refuse Trucks	100,000	100,000	100,000	100,000	100,000
18P01	Large Refuse Truck Replacements	270,000	270,000	270,000	270,000	270,000
18P22	Handheld Radio Replacements	65,000	0	0	0	0
	Service Vehicle Replacement	30,000	30,000	30,000	30,000	0
	Cardboard Baler	0	0	25,000	0	0
	Loader Replacement	0	300,000	0	0	0
	Roll-off Truck Replacement	0	0	150,000	0	0
	Large Refuse Truck Wash Station	0	0	0	0	250,000
	FUND TOTAL	**497,000**	**732,000**	**607,000**	**432,000**	**652,000**

Recycle Compaction/Loading System originally in CIP for $250,000 in FY 18-19 has been removed due to review of processes
Carboard baler ($25,000) has been moved from FY 18 to FY 20 due to sale of recyclables

This page was left blank intentionally

DOCK FUND
FINANCIAL SUMMARY
Fiscal Year 2017-18

Beginning Balance - Unrestricted Net Position as of September 30, 2016		**$764,497**
Projected Revenues FY 2016-17		**$7,629,922**
Projected Expenditures FY 2016-17		**$7,843,416**
Net Increase/(Decrease) in Net Unrestricted Assets		**($213,494)**
Expected Unrestricted Net Position as of September 30, 2017		**$551,003**
Add Fiscal Year 2017-18 Budgeted Revenues		
Dock Rentals	468,000	
Fuel Sales	1,005,000	
Bait & Misc. Sales	63,876	
Naples Landing	60,000	
City Fines	1,735	
Mooring Ball Rentals	3,847	
Interest Income	2,000	$1,604,458
TOTAL AVAILABLE RESOURCES:		**$2,155,461**
Less Fiscal Year 2017-18 Budgeted Expenditures		
Personal Services	192,408	
Fuel Purchases	804,000	
Resale Inventory	65,000	
Operations & Maintenance	180,625	
Transfer - Administration	59,300	
Transfer - Self Insurance	25,110	
Debt (Principal) Payment	325,000	$1,651,443
BUDGETED CASH FLOW		**($46,985)**
Projected Unrestricted Net Position as of September 30, 2018		**$504,018**



City Dock Fund

City Manager's Office (Fund 460)

Mission Statement:
The Naples City Dock aims to provide residents and visiting boaters with exceptional facilities and a high level of customer service at a reasonable cost. The Naples City Dock also seeks to:

- Act as ambassador for the City of Naples by promoting tourism and local business patronage.
- Promote Clean Marina practices.
- Maintain an environment that upholds integrity, credibility, quality service and responsible plans for the future.

Department Description

The Naples City Dock is located on the Naples Bay end of 12th Avenue South. Situated at Marker 35, the Dock monitors VHF Channel 16. Water depth is up to 17 feet at the dock itself, and the channel is generally six to seven feet. Reservations are recommended for transient vessels, both for slip rental and mooring balls. Restroom facilities with showers are available, as is fuel (ethanol free gasoline and diesel), laundries, bait, ice, and a Dock Master's office. The Dock is located in the Crayton Cove neighborhood, with many commercial and retail enterprises including a ship's store, restaurants, shops and a trolley service.

2017-18 Department Goals and Objectives

As part of Vision Goal #1 - Preserve the Town's distinctive character and culture.

- Act as Ambassadors and provide information and direction for the boating community.
- Continue implementing the City Dock business plan to maintain a high level of occupancy.
- Maintain a marketing program for fuel sales.
- Promote the City Dock as the "go to" marina for all boaters.

As part of Vision Goal #2 - Make Naples the green jewel of Southwest Florida.

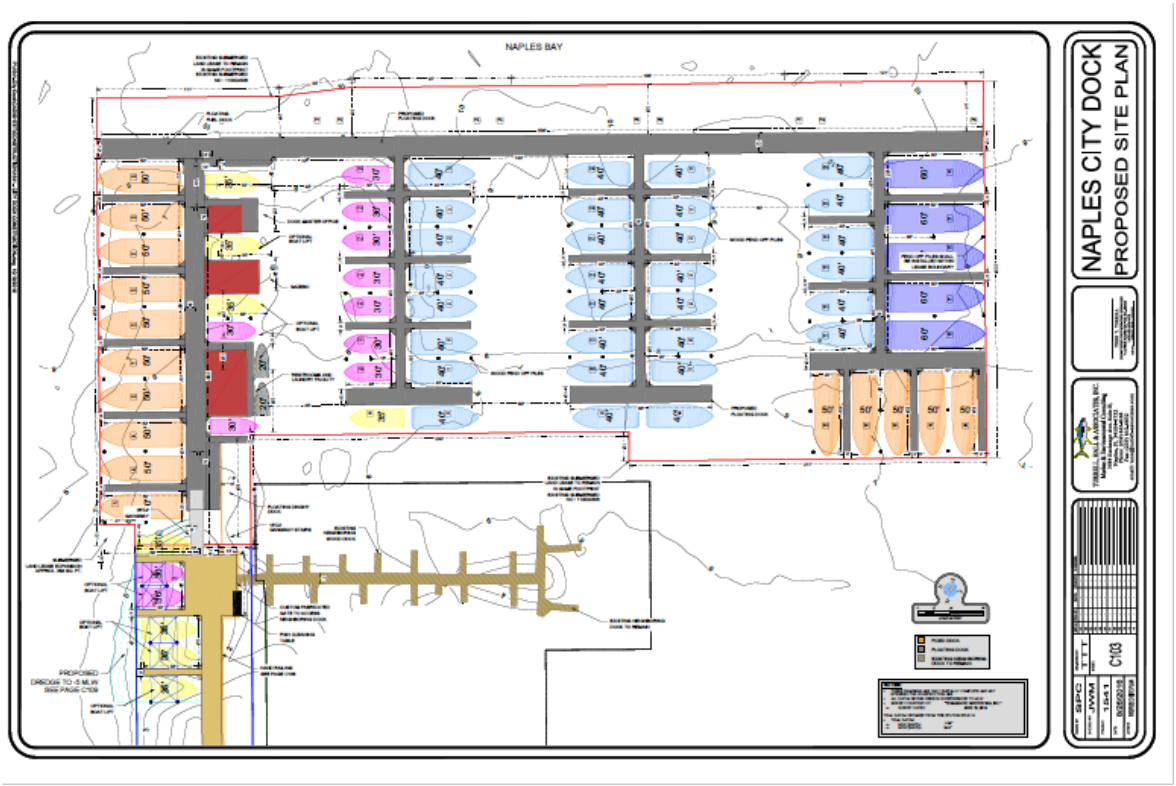
- Continue to fly the flag of the DEP Clean Marina Program.
- Work with DEP Inspectors to encourage other marinas to become clean marinas.
- Act as a leader in educating the public on environmental issues.
- Work with the Natural Resources Division to establish on-going Bay clean-up procedures.

As part of Vision Goal #3 - Maintain and improve public amenities for residents

- Maintain a partnership with law enforcement and fire patrol.
- Be the contact person for the Fort Myers Department of Environmental Protection.
- Act as a reference point for individuals attempting projects that require permits.
- Maintain a calendar for waterfront activities in the City.

Dock Fund (continued)

2017-18 Significant Budgetary Issues
In March 2017, the City entered into an agreement with Kelly Brothers, Inc., for construction services to demolish and replace the City Dock according to the design and specifications approved by City Council in the 2016 CIP.



This project is budgeted at $6,500,000, which included $212,742 if needed for remote staging during construction.

Revenue
Total revenue budgeted for FY 17-18 is $1,604,458, a decrease of $6,812,042 from the FY 16-17 budget. Revenue includes dock rental revenues of $468,000, which includes a 25% rate increase in dock rental rates for commercial charters beginning in December. Fuel sales are budgeted to at $1,005,000 which is a significant part of the City Dock revenue for FY 17-18.

The decrease in fuel and sales revenue estimates for FY 17-18 are due to the dock being closed for construction from October 1 through December 31.

Dock Fund (continued)

Expenses
Total expenditures of the fund are $1,651,443, or $4,975,105 less than the FY 16-17 adopted budget.

Personal Services total $192,408 a $44,545 decrease from the FY 16-17 budget. The decrease is due to the dock being closed from October 1 through December 31. There are 3.6 full time equivalent positions, no change from the prior year.

The FY 17-18 fuel budget is $804,000 which is $196,000 less than the budget for FY 16-17 due the dock being closed for construction for a portion of the year.

Other expenses include $325,000, the first year of the debt service payments for the loan for the construction of the dock.

2017-18 Performance Measures and Benchmarking

	Actual 2013-14	Actual 2014-15	Actual 2015-16	Expected 2016-17	Projected 2017-18
Fuel sales (expense)	$902,584	$1,018,066	$885,791	$722,550	$1,005,000
Dock rentals	$416,947	$471,093	$459,528	$273,466	$468,000

FUND 460: DOCK FUND

FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE	FY 2018 Proposed
0.6	0.6	0.6	Code & Harbor Manager (60%) *	55,525
1	1	1	Assistant Dockmaster	44,604
1	1	1	Dockkeeper (part-time)	40,912
1	1	1	Dockkeeper (2 part-time employees)	37,595
3.6	**3.6**	**3.6**	**Regular Salaries**	**178,636**
			Prorated for partial year	**(32,199)**
			Adjusted Salary Budget	**146,437**
			Overtime	**2,000**
			Employer Payroll Expenses	**43,971**
				$192,408

* The Code & Harbor Manager is also paid 20% in General Fund and 20% in Beach Fund

* Two part time dockkeeper positions are budgeted and are the equivalent of one Full Time employee

FISCAL YEAR 2017-18
CITY DOCK FUND
REVENUE SUMMARY

	ACTUAL 2014-15	ACTUAL 2015-16	BUDGET 2016-17	PROJECTED 2016-17	PROPOSED 2017-18
DOCK RENTALS	471,093	459,528	510,000	186,516	380,000
25% rate increase; rentals starting in December					
TRANSIENT RENTALS	0	0	0	86,950	88,000
FUEL SALES	1,018,066	885,791	1,270,000	722,550	1,005,000
BAIT & MISC. SALES	83,674	84,020	75,000	55,306	63,876
NAPLES LANDINGS REV	56,223	69,890	50,000	60,000	60,000
MOORING BALL RENTAL	4,829	2,822	4,000	4,190	3,847
CITY FINES	1,965	1,652	1,500	2,250	1,735
OTHER CHARGES	(826)	6,409	6,500,000	6,503,160	0
INVESTMENT EARNINGS	10,082	10,660	6,000	9,000	2,000
TOTAL CITY DOCK	**$1,645,106**	**$1,520,772**	**$8,416,500**	**$7,629,922**	**$1,604,458**

FISCAL YEAR 2017-18
BUDGET DETAIL
CITY DOCK FUND

460.0415.572

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	179,802	179,514	141,000	146,437	(33,077)
510400	OVERTIME	1,663	3,000	3,000	2,000	(1,000)
525010	FICA	13,697	13,421	11,200	11,413	(2,008)
525030	RETIREMENT CONTRIBUTIONS	23,582	20,544	14,300	16,268	(4,276)
525040	LIFE/HEALTH INSURANCE	22,394	20,474	14,500	16,290	(4,184)
525070	EMPLOYEE ALLOWANCES	0	0	0	0	0
	TOTAL PERSONAL SERVICES	**$241,137**	**$236,953**	**$184,000**	**$192,408**	**($44,545)**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	8,447	28,000	7,000	10,000	(18,000)
	Oil spill pads, printing, dock master boat supplies, rope, piling caps, deck cleats, etc.					
530010	CITY ADMINISTRATION	50,430	54,330	54,330	59,300	4,970
531040	OTHER CONTRACTUAL SERVICES	0	2,000	0	0	(2,000)
531001	CREDIT CARD BANK FEE	27,119	27,000	23,720	27,500	500
	Moved from 30-00					
540000	TRAINING AND TRAVEL COSTS	1,091	1,000	1,040	1,000	0
541000	COMMUNICATIONS	2,822	4,000	3,000	4,000	0
	Dock television/cable services and staff phone line					
542100	EQUIP. SERVICES - REPAIRS	1,938	3,000	3,000	1,500	(1,500)
542110	EQUIP. SERVICES - FUEL	172	2,000	2,000	2,000	0
543010	ELECTRICITY	27,894	30,000	18,000	25,000	(5,000)
543020	WATER, SEWER, GARBAGE	45,261	45,000	31,000	40,000	(5,000)
544000	RENTALS & LEASES	25,000	27,000	10,000	29,000	2,000
	Annual lease of Dock / property from DEP					
545220	SELF INSURANCE CHARGE	55,410	22,780	22,780	25,110	2,330
546000	REPAIR AND MAINTENANCE	31,348	65,000	15,000	25,000	(40,000)
	Repair / maintenance of decking, safety, electrical, deck, fuel tank, fire protection, signage					
547020	ADVERTISING (NON LEGAL)	1,271	2,000	400	2,000	0
549020	TECHNOLOGY SVC CHARGE	5,074	9,860	9,860	12,000	2,140
551000	OFFICE SUPPLIES	679	1,000	300	1,000	0
551060	RESALE SUPPLIES	52,124	65,000	34,800	65,000	0
552020	FUEL	776,751	1,000,000	579,307	804,000	(196,000)
552090	OTHER CLOTHING	860	500	50	500	0
554010	MEMBERSHIPS	125	125	125	125	0
559000	DEPRECIATION/AMORTIZATION	29,480	0	0	0	0
	TOTAL OPERATING EXPENSES	**$1,143,296**	**$1,389,595**	**$815,712**	**$1,134,035**	**($255,560)**
NON-OPERATING EXPENSES						
560300	IMPROVEMENTS O/T BUILDINGS	152,316	5,000,000	6,843,704	0	(5,000,000)
570110	PRINCIPAL ON DEBT	0	0	0	325,000	325,000
	TOTAL NON-OPERATING	**$0**	**$5,000,000**	**$6,843,704**	**$325,000**	**($4,675,000)**
	TOTAL EXPENSES	**$1,384,433**	**6,626,548**	**7,843,416**	**1,651,443**	**($4,975,105)**

New debt resoltuion 2017-13935 requires principal payment beginning FY 17-18

City Dock Fund

Outstanding Loan Amortization

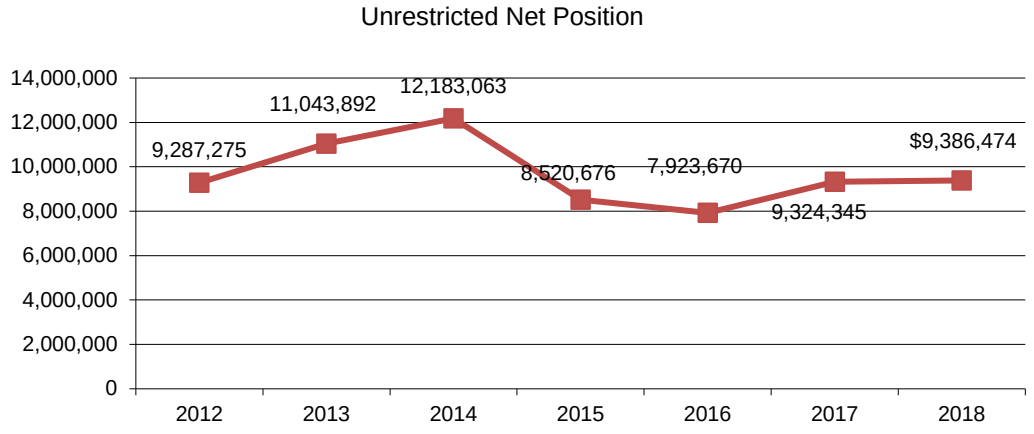
Interest Rate: Variable up to 2.5%
Term: 20 years
Original Loan: $ 6,500,000

Pymt#	Year	Rate	Total Pymt	Int	Prin	$ 6,500,000
1	2018	0.50%	$ 357,500	$ 32,500	$ 325,000	$ 6,175,000
2	2019	1.50%	$ 417,625	$ 92,625	$ 325,000	$ 5,850,000
3	2020	1.50%	$ 412,750	$ 87,750	$ 325,000	$ 5,525,000
4	2021	1.50%	$ 407,875	$ 82,875	$ 325,000	$ 5,200,000
5	2022	1.50%	$ 403,000	$ 78,000	$ 325,000	$ 4,875,000
6	2023	1.50%	$ 398,125	$ 73,125	$ 325,000	$ 4,550,000
7	2024	1.50%	$ 393,250	$ 68,250	$ 325,000	$ 4,225,000
8	2025	1.50%	$ 388,375	$ 63,375	$ 325,000	$ 3,900,000
9	2026	1.50%	$ 383,500	$ 58,500	$ 325,000	$ 3,575,000
10	2027	1.50%	$ 378,625	$ 53,625	$ 325,000	$ 3,250,000
11	2028	1.50%	$ 373,750	$ 48,750	$ 325,000	$ 2,925,000
12	2029	1.50%	$ 368,875	$ 43,875	$ 325,000	$ 2,600,000
13	2030	1.50%	$ 364,000	$ 39,000	$ 325,000	$ 2,275,000
14	2031	1.50%	$ 359,125	$ 34,125	$ 325,000	$ 1,950,000
15	2032	1.50%	$ 354,250	$ 29,250	$ 325,000	$ 1,625,000
16	2033	1.50%	$ 349,375	$ 24,375	$ 325,000	$ 1,300,000
17	2034	1.50%	$ 344,500	$ 19,500	$ 325,000	$ 975,000
18	2035	1.50%	$ 339,625	$ 14,625	$ 325,000	$ 650,000
19	2036	1.50%	$ 334,750	$ 9,750	$ 325,000	$ 325,000
20	2037	1.50%	$ 329,875	$ 4,875	$ 325,000	$ -
			$ 7,458,750	$ 958,750	$ 6,500,000	

Actual Interest rate will very.
Rate set at .25% higher than interest rate earned on City investements

STORMWATER FUND
FINANCIAL SUMMARY
Fiscal Year 2017-18

Beginning Balance - Unrestricted Net Position as of Sept. 30, 2016		**$7,923,670**
Projected Revenues FY 2016-17		**$4,987,055**
Projected Expenditures FY 2016-17		**$3,586,380**
Net Increase/(Decrease) in Net Unrestricted Assets		**$1,400,675**
Expected Unrestricted Net Position as of Sept. 30, 2017		**$9,324,345**
Add Fiscal Year 2017-18 Budgeted Revenues		
Stormwater Fees	4,698,000	
Other	6,000	
Interest Income	80,230	$4,784,230
Less Fiscal Year 2017-18 Budgeted Expenditures		
Stormwater Division	1,597,043	
Natural Resources Division	383,138	
Debt - Principal and Interest	239,920	
Capital Projects	2,502,000	$4,722,101
BUDGETED CASH FLOW		**$62,129**
Projected Unrestricted Net Position as of September 30, 2018		**$9,386,474**



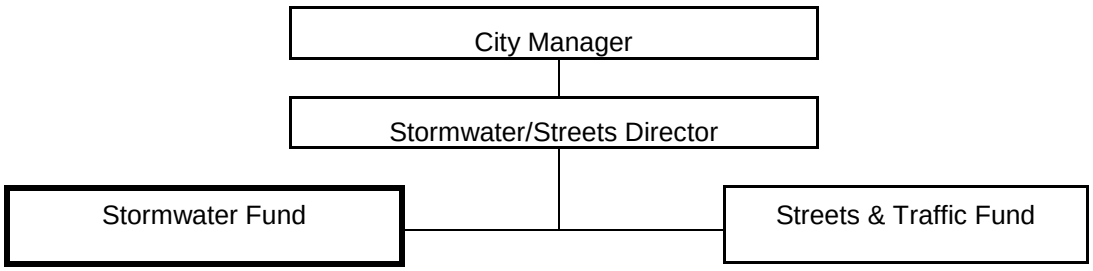
Stormwater Fund

Streets & Stormwater Department (Fund 470)

Mission Statement: The mission of the Stormwater Division is to protect people and property against flood by maintaining and improving the public stormwater management system, while protecting and restoring ecological systems that work naturally to improve water quality, the environment and quality of life for residents and visitors.

Department Description

The Streets and Stormwater Department operates in two funds: Streets & Traffic Fund and Stormwater Fund. These functions are combined under one Director, yet operate out of two separate and independent funds. The Stormwater Fund operates as an Enterprise Fund, which is used to account for operations that are financed and operated in a manner similar to private business. The Stormwater Fund is responsible for maintaining and improving the stormwater management system which includes storm drainage, flood protection, ecological systems, and water quality infrastructure and programs.



2016-17 Department Major Accomplishments

- Replenished young vegetation on floating islands city-wide
- Began design efforts for Lake #19 Restoration (15th Ave North)
- Maintained city lakes by spending 82 hours cleaning out debris.
- Received state and federal permits for the Oyster Reef & Seagrass Restoration Project. Multiple grants were applied for to carry out construction of oyster reefs.
- Achieved the 30% Design Plans for the Beach Restoration & Water Quality Improvement Project (a.k.a. Beach Outfalls)
- Continued improvements to the stormwater conveyance system.
- Completed statistical analysis of water quality trends in Moorings Bay.
- Delivered the 90% Preliminary Design Report and Plans for the Cove Pump Station outfall impoundment feature.
- Achieved 90% completion of the 2017 Stormwater Master Plan Update
  Upgraded the storm sewer system on Gulf Shore Blvd North

Stormwater Fund (continued)

2017-18 Department Goals and Objectives

The City's 10 Year Stormwater Master Plan guides the development of the 5-Year Capital Improvement Plan and operating budget. This plan will be updated over the course of 2016-2017. The overall objective is to manage stormwater in ways to reuse, store, recharge the aquifer, improve water quality, and achieve the drainage level of service as provided for within the City's Comprehensive Plan, thereby protecting public health, property and the environment.

To comply with the **City of Naples Vision Plan:** the Stormwater fund has several capital projects that strive to achieve the following:

As part of Vision Goal 2(a) Restore Naples Bay, protect beaches and other key waters:

- Restore Naples Bay and other receiving waters by constructing artificial reefs, seagrass and oyster beds, and expanding mangrove forests. Also, the City continues to work with Collier County and the Big Cypress Basin to design a project that diverts fresh water conveyed by the Golden Gate Canal away from Naples Bay and into the North Belle Meade area.
- Improve flood protection and enhance water quality treatment through the construction of rain gardens and filter marshes, as well as expansion of reclaimed swales, and installation of aerators, and vegetated floating mats in stormwater ponds.

As part of Vision Goal 3(a) (Maintain and improve public amenities for residents) and Vision Goal 3(b) (Promote community health), improve stormwater conveyance system (swales, gutters, pipes, etc.) and reduce localized flooding.

- Continue the citywide swale restoration program.
- Repair and replace cracked, leaking, undersized piping.
- Continue to strengthen the City's leadership role in environmental protection and regional/community sustainability.
- Identify and evaluate potential alternatives regarding the drainage system in Basin II that depends heavily on beach outfalls.

As part of Vision Goal 3d (Maintain and enhance public safety).

- Continue with Public Outreach/Education Program.
- Continue to monitor water quality throughout the stormwater management system to gauge impacts of Division projects and programs.
- Replace undersized, non-functional drain inlets and manholes.
- Install flap gates and other backflow preventers to minimize tidal backflows into the storm sewer system.
- Expand the installation of aerators, fountains and/or other mechanisms that improve water quality in lakes prior to discharge.

As part of Vision Goal 4 (Strengthen the economic health and vitality of the City), enhance the stormwater management system.

- Continue to evaluate Stormwater ASR Technology.
- Continue to enhance Street Sweeping Operations to provide additional debris recovery around stormwater lakes.
- Clean out drainage inlets, pipes and manholes citywide.
- Improve the operational efficiency and pollution removal efforts at all pump stations.

Stormwater Fund (continued)

2017-18 Significant Budgetary Issues

The budget of the Stormwater Fund for FY 17-18 is $4,728,084, a decrease of $348,741 from the FY 16-17 budget. Capital expense decreased by $387,951.

Revenues
Revenues into the fund total $4,784,230, a decrease of $188,205 due to the reduction of grant revenue expected. The primary revenue to the fund is the Stormwater fee, collected via the bi-monthly utility bill.

In 2007, City Council approved stormwater utility rate increases based on an in-depth rate study conducted by a consultant. City Code provides for the rate to be adjusted annually automatically for the April Consumer Price Index. The CPI for April 2017 had a 2.2% increase which will be reflected in the billing cycle beginning October 2017, increasing the monthly fee will increase from $13.06 per Equivalent Residential Unit to $13.35

The City continues to administer the utility fee credit opportunity for properties having a certified stormwater management system that detains or retains stormwater, as well as a newly implemented multi-family option. Issuing these credits reduces the available billable units and the corresponding revenue in this fund.

Interest earnings are projected at $80,230.

The Department's projected September 30, 2018 unrestricted net position is $7.18 million. The balance of unrestricted funds can be associated with to the following:

- The success of grant applications offsetting the costs of major projects
- The need to cover major anticipated capital expenditures in future years;
- The need to cover major unanticipated expenditures in cases of emergency.

Expenditures
Personal Services cost is $1,136,344, an increase of $21,251. This is primarily due to the annual raise. There continues to be 11 positions budgeted for FY 17-18. Several positions are shared with the Streets fund (Fund 190).

Operating expenditures total $849,820, an increase of $17,960 over the FY 2016-17 adopted budget. A notable increase is the credit card fees line item, for $19,600. When the city accepts credit cards for payment, there is a corresponding charge from the credit card company. Formerly this was absorbed against revenue. Now it will be budgeted as an expense.

The largest of the expenses in this fund are listed below:

City Administration (General Fund Reimbursement)	$181,780
Utility Billing Admin Fee	40,000
Professional Services/Lake and Stormwater Testing	170,000
Road Repairs	60,000
Fuel and Equipment Repair	59,700
County Landfill (for disposal of street sweeping)	30,000

Non-Operating Expenditures total $2,741,920. This includes debt service (principal and interest) in the amount of $239,920 related to a debt issue where the State Revolving Loans were refinanced in 2013 and capital costs of $2,502,000. This loan is expected to be paid in full in 2021.

The detail of the $2.45 million in capital improvements is listed on the page that follows the line-item budget. Of the items in the FY 17-18 Capital Improvement Program, none are expected to have an impact on the operating expenditures of this fund, as they are either major maintenance

Stormwater Fund (continued)

or enhancements to current infrastructure. Naples Bay Restoration and the Beach Restoration projects both have grant applications associated with them, however, grant funds are not quantified or secured at this time. The Oyster Reef and Seagrass Restoration Project requires a 50/50 grant match. The 8th Street Stormwater Improvement projects will be coordinated with the CRA project for Street Design/Paving.

2017-18 Performance Measures and Benchmarking

Performance Measures	Actual 2013-14	Actual 2014-15	Actual 2015-16	Estimated 2016-17	Projected 2017-18
Cleaning & Desilting of Storm Sewer / Drainage Inlets (Man-hours)	216	327	244	196	200
Repair of Storm Sewers and Drainage Inlets (Work Orders)	118	133	172	288	300
Street Sweeping (Miles Per Year)	4300	4410	4111	4430	4,500

CITY OF NAPLES
STORMWATER FUND
REVENUE SUMMARY

	Actual 2014-15	Actual 2015-16	BUDGET 2016-17	PROJECTED 2016-17	PROPOSED 2017-18
Stormwater Fees	4,289,033	4,551,536	4,620,000	4,627,000	4,698,000
Landscape Certification	6,105	5,525	6,200	5,000	5,000
Interest Earned	120,457	96,536	82,000	82,000	80,230
Grants	0	252,585	250,000	250,000	0
Loan Repayment E. Naples Bay	(41,890)	0	14,000	14,000	0
Other and Sales of Assets	5,539	1,624	235	9,055	1,000
TOTAL STORMWATER	**$4,379,243**	**$4,907,806**	**$4,972,435**	**$4,987,055**	**$4,784,230**

FUND: 470 STORMWATER FUND

STREETS & STORMWATER DEPARTMENT
FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE	FY 2018 Proposed
			NATURAL RESOURCES (6061)	
1	1	1	Natural Resources Manager	111,395
1	1	1	Environmental Specialist	76,325
1	0.5	0.5	Project Coordinator / Public Outreach (b)	30,385
3	2.5	2.5		218,105
			STORMWATER DIVISION (6002)	
0.75	0.75	0.75	Stormwater/Streets Director (a)	100,671
0	0.5	0.5	Project Coordinator / Public Outreach (b)	30,385
0.75	0.75	0.75	Engineering Manager (a)	73,516
0.75	0.75	0.75	Construction Project Manager (a)	71,330
1.00	1.00	1.00	Operations Supervisor	71,028
1.00	1.00	1.00	Engineering Aide	60,782
1.00	1.00	1.00	Equipment Operator III	49,331
1.00	1.00	1.00	Utility Coordinator	48,391
1.00	1.00	1.00	Utility Technician I	39,810
0.75	0.75	0.75	Administrative Coordinator (a)	34,546
7.25	7.75	7.75		579,790
10.25	**10.25**	**10.25**	**Regular Salaries**	**797,895**
			Other Salaries	**23,140**
			Overtime	**6,000**
			Employer Payroll Expenses	**303,326**
			Total Personal Services	**1,130,361**

(a) Funding is split 75%/25% with the Streets Fund 190
(b) Position is funded 50/50 between the Natural Resources division and the Stormwater division.
Note: The Plans Review Engineer identified and fully funded in the Building Fund is supervised within the Stormwater fund.

FISCAL YEAR 2017-18
BUDGET DETAIL
STORMWATER FUND
DEPARTMENT SUMMARY

	2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES					
510200 REGULAR SALARIES & WAGES	788,175	778,473	780,750	797,895	19,423
510300 OTHER SALARIES	10,218	10,140	10,140	20,140	10,000
510330 EDUCATION REIMBURSEMENT	0	3,000	0	3,000	0
510040 OVERTIME	3,349	6,000	3,600	6,000	0
525010 FICA	58,663	57,593	57,889	59,081	1,488
525030 RETIREMENT CONTRIBUTIONS	122,830	113,129	104,070	110,905	(2,224)
525040 LIFE/HEALTH INSURANCE	142,405	135,959	125,608	122,540	(13,419)
525070 EMPLOYEE ALLOWANCES	10,116	10,800	10,800	10,800	0
TOTAL PERSONAL SERVICES	**$1,135,755**	**$1,115,094**	**$1,092,857**	**$1,130,361**	**15,268**
OPERATING EXPENSES					
530000 OPERATING EXPENDITURES	12,298	18,500	14,800	20,000	1,500
530010 CITY ADMINISTRATION	164,800	176,080	176,080	181,780	5,700
530050 COUNTY LANDFILL	21,616	30,000	27,500	30,000	0
530070 SMALL TOOLS	950	2,500	3,000	3,000	500
530150 UTILITY BILLING ADMIN FEE	67,000	67,000	45,000	40,000	(27,000)
531000 PROFESSIONAL SERVICES	158,768	170,000	442,200	170,000	0
531005 CREDIT CARD FEES	0	0	19,600	19,600	19,600
531040 OTHER CONTRACTUAL SERVICES	5,410	11,000	8,500	11,000	0
531430 LAWN & LANDSCAPE CERTIFICATION	10,000	15,000	15,000	15,000	0
531220 INVESTMENT ADVISORY FEES	0	0	5,580	5,750	5,750
540000 TRAINING & TRAVEL COSTS	14,814	7,000	7,000	8,000	1,000
541000 COMMUNICATIONS	785	1,500	1,500	1,500	0
541010 TELEPHONE	2,877	4,500	4,500	5,000	500
542100 EQUIP. SERVICES - REPAIR	21,600	50,000	50,000	49,000	(1,000)
542110 EQUIP. SERVICES - FUEL	7,229	18,900	18,900	10,700	(8,200)
543010 ELECTRICITY	31,725	29,250	28,000	30,420	1,170
543020 WATER, SEWER, GARBAGE	1,267	1,000	1,000	1,500	500
545220 SELF INSURANCE CHARGE	28,010	30,280	30,280	31,820	1,540
546000 REPAIR & MAINTENANCE	8,805	8,000	8,000	8,000	0
546040 EQUIPMENT MAINTENANCE	2,739	5,000	7,420	10,000	5,000
546080 LAKE MAINTENANCE	23,298	30,000	30,000	30,000	0
546120 ROAD REPAIRS	61,334	60,000	60,000	60,000	0
549020 TECHNOLOGY SVC CHARGE	21,703	31,200	31,200	30,100	(1,100)
551000 OFFICE SUPPLIES	6,436	8,500	10,500	10,500	2,000
552000 OPERATING SUPPLIES	46,992	40,000	50,000	50,000	10,000
552020 FUEL	3,198	11,000	6,000	11,000	0
552070 UNIFORMS	1,758	2,400	2,400	2,400	0
552090 OTHER CLOTHING	750	750	750	750	0
554010 MEMBERSHIPS	2,434	2,500	2,500	3,000	500
559000 DEPRECIATION	1,580,394	0	0	0	0
559110 BAKER PARK/ STMWR EXP	0	0	0	0	0
TOTAL OPERATING EXPENSES	**$2,308,990**	**$831,860**	**$1,107,210**	**$849,820**	**17,960**
NON-OPERATING EXPENSES					
560300 IMPROVEMENTS O/T BUILDING	3,166,016	2,890,000	3,346,509	2,502,000	(388,000)
560400 MACHINERY/ EQUIPMENT	12,587	0	0	0	0
560700 VEHICLES	406,840	0	0	0	0
570110 PRINCIPAL	0	225,713	225,713	228,806	3,093
570120 INTEREST	17,264	14,158	14,158	11,114	(3,044)
TOTAL NON-OPERATING EXPENSES	**3,602,708**	**3,129,871**	**3,586,380**	**2,741,920**	**(387,951)**
TOTAL EXPENSES	**$7,047,453**	**$5,076,825**	**$5,786,447**	**$4,722,101**	**(354,724)**

FISCAL YEAR 2017-18
BUDGET DETAIL
STORMWATER DIVISION

470.6002.539

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	549,489.12	564,395	559,400	579,790	15,396
510300	OTHER SALARIES	10,218	10,140	10,140	10,140	0
	On call pay --- nights and weekends					
510330	EDUCATION REIMBURSEMENT	0	3,000	0	3,000	0
510400	OVERTIME	3,349	6,000	3,500	6,000	0
525010	FICA	40,740	40,929	40,929	42,396	1,467
525030	RETIREMENT CONTRIBUTIONS	92,555	82,632	74,890	80,390	(2,242)
525040	LIFE/HEALTH INSURANCE	112,752	103,008	103,008	104,867	1,859
525070	EMPLOYEE ALLOWANCES	9,120	9,840	9,840	9,840	0
	TOTAL PERSONAL SERVICES	**$818,222**	**$819,944**	**$801,707**	**$836,423**	**$16,480**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	3,037	3,500	2,800	3,500	0
530010	CITY ADMINISTRATION	164,800	176,080	176,080	181,780	5,700
530050	COUNTY LANDFILL	21,616	30,000	27,500	30,000	0
	Disposal of street sweepings and storm drain debris					
530070	SMALL TOOLS	950	2,500	3,000	3,000	500
531005	PROF SERC/CREDIT CARD	0	0	19,600	19,600	19,600
531000	PROFESSIONAL SERVICES	125,410	130,000	404,700	130,000	0
	Professional surveying, design, permitting, and inspection services, continue water quality monitoring					
530150	UTILITY BILLING ADMIN FEE	67,000	67,000	45,000	40,000	0
531040	CONTRACTUAL SERVICES	5,410	11,000	8,500	11,000	0
	Street sweeper hauling, video inspection software					
531220	INVESTMENT ADVISORY FEES	0	0	5,580	5,750	5,750
	Formerly expensed as an offset to revenue, the fund's share of investment advisor services is now being expensed					
540000	TRAINING & TRAVEL COSTS	11,803	4,000	4,000	5,000	1,000
541000	TELEPHONE/COMMUNICATIONS	2,877	4,500	4,500	5,000	500
542100	EQUIP. SERVICES - REPAIR	17,513	45,000	45,000	45,000	0
542110	EQUIP. SERVICES - FUEL	6,799	18,200	18,200	10,000	(8,200)
543010	ELECTRICITY	31,725	29,250	28,000	30,420	1,170
543020	WATER, SEWER, GARBAGE	1,267	1,000	1,000	1,500	500
545220	SELF INSURANCE CHARGE	28,010	30,280	30,280	31,820	1,540
546000	REPAIR & MAINTENANCE	4,181	5,000	5,000	5,000	0
546040	EQUIPMENT MAINTENANCE	2,739	5,000	7,420	10,000	5,000
546080	LAKE MAINTENANCE	23,298	30,000	30,000	30,000	0
	Floating island maintenance, aerator maintenance, exotic vegetation treatment of lakes					
546120	ROAD REPAIRS	61,334	60,000	60,000	60,000	0
549020	TECHNOLOGY SVC CHARGE	21,703	31,200	31,200	30,100	(1,100)
551000	OFFICE SUPPLIES	5,594	6,500	6,500	6,500	0
552000	OPERATING SUPPLIES	46,992	40,000	50,000	50,000	10,000
	Pipe fittings, valves, manhole covers, inlets, and supplies. Landscape restoration products and services					
552020	FUEL	3,198	11,000	6,000	11,000	0
552070	UNIFORMS/CLOTHING	1,758	2,400	2,400	2,400	0
552090	OTHER CLOTHING	750	750	750	750	0
554010	MEMBERSHIPS	1,495	1,500	1,500	1,500	0
559000	DEPRECIATION	1,580,394	0	0	0	0
	TOTAL OPERATING EXPENSES	**$2,241,652**	**$745,660**	**$1,024,510**	**$760,620**	**$41,960**
NON-OPERATING EXPENSES						
560300	IMPROVEMENTS O/T BUILDING	3,006,417	2,325,000	2,777,319	2,402,000	77,000
560400	MACH EQUIP	12,587	0	0	0	0
560700	VEHICLES	406,840	0	0	0	0
570110	PRINCIPAL	0	225,713	225,713	228,806	3,093
570120	INTEREST	17,264	14,158	14,158	11,114	(3,044)
	TOTAL NON-OPERATING EXPENSES	**3,443,109**	**2,564,871**	**3,017,190**	**2,641,920**	**77,049**
	TOTAL EXPENSES	**$6,502,983**	**$4,130,475**	**$4,843,407**	**$4,238,963**	**$135,489**

FISCAL YEAR 2017-18
BUDGET DETAIL
NATURAL RESOURCES DIVISION

470.6061.537

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	238,686	214,078	221,350	218,105	4,027
510300	OTHER SALARIES	0	0	0	10,000	10,000
	Requesting part-time/summer intern					
510400	OVERTIME	209	0	100	0	0
525010	FICA	17,923	16,664	16,960	16,685	21
525030	RETIREMENT CONTRIBUTIONS	30,275	30,497	29,180	30,515	18
525040	LIFE/HEALTH INSURANCE	29,653	32,951	22,600	17,673	(15,278)
525070	EMPLOYEE ALLOWANCES	996	960	960	960	0
	TOTAL PERSONAL SERVICES	**$317,743**	**$295,150**	**$291,150**	**$293,938**	**($1,212)**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	9,261	15,000	12,000	16,500	1,500
	Signs, buoys, markers, water quality supplies, outreach/ education materials and supplies, City Dock slip rental					
531000	PROFESSIONAL SERVICES	33,358	40,000	37,500	40,000	0
	Water Quality Sampling & Analysis; Green Business Program; Naples Bay trawling					
531430	LAWN & LANDSCAPE CERTIFICATION	10,000	15,000	15,000	15,000	0
540000	TRAINING & TRAVEL COSTS	3,011	3,000	3,000	3,000	0
	Conference and Seminars					
540000	COMMUNICATIONS	785	1,500	1,500	1,500	0
542100	EQUIP. SERVICES - REPAIR	4,087	5,000	5,000	4,000	(1,000)
542110	EQUIP. SERVICES - FUEL	430	700	700	700	0
546000	REPAIR & MAINTENANCE	4,624	3,000	3,000	3,000	0
551000	OFFICE SUPPLIES	842	2,000	4,000	4,000	2,000
554010	MEMBERSHIPS	939	1,000	1,000	1,500	500
	TOTAL OPERATING EXPENSES	**$67,338**	**$86,200**	**$82,700**	**$89,200**	**$3,000**
NON-OPERATING EXPENSES						
560300	IMPROVEMENTS O/T BUILDING	159,599	565,000	569,190	100,000	(465,000)
	TOTAL NON-OPERATING EXPENSES	**159,599**	**565,000**	**569,190**	**100,000**	**($465,000)**
	TOTAL EXPENSES	**$544,680**	**$946,350**	**$943,040**	**$483,138**	**($463,212)**

CAPITAL IMPROVEMENT PROJECTS
FUND 470 - STORMWATER ENTERPRISE FUND

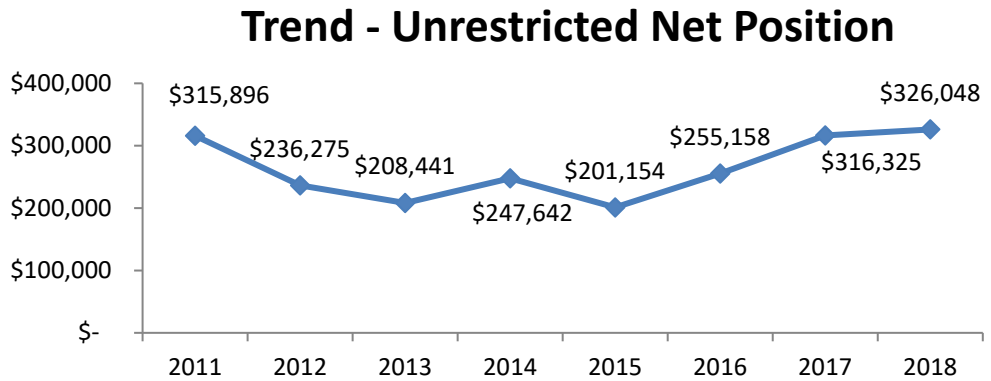
CIP NUMBER	PROJECT DESCRIPTION	Requested 2017-18	2018-19	2019-20	2020-21	2021-22
18V02	Citywide Stormwater Improvements	700,000	700,000	700,000	700,000	700,000
18V05	Stormsewer Pipe Lining	150,000	150,000	0	0	0
18V27	Citywide Lake Maint. & Improvements (1)	120,000	1,100,000	75,000	250,000	1,750,000
18V26	Beach Restoration & Outfall Improvement (1)	125,000	125,000	9,000,000	0	0
18V15	Naples Bay Restoration & Water Quality at Cove PS (1)	1,000,000	0	0	0	0
18V33	Pressure Washer (4)	7,000	0	0	0	0
18V12	Oyster Reef & Seagrass Restoration Project (1) (2)	100,000	100,000	100,000	0	0
18C14	8th Street Stormwater Improvements (3)	300,000	0	0	0	0
	1st Ave South Stormwater Improvements (3)	0	30,000	275,000	0	0
	Street Sweeper Replacement	0	350,000	0	0	0
TOTAL STORMWATER FUND		**2,502,000**	**2,555,000**	**10,150,000**	**950,000**	**2,450,000**

(1) Grant application associated with this project, but no funds anticipated at this time.
(2) Oyster Reef & Seagrass Restoration assumes 50-50 grant match requirement.
(3) Coordinated with CRA Project for Street Design/Paving
(4) This capital purchase represents 50% of the total price of the equipment.
The remaining 50% is found within the Streets & Traffic CIP for the same item.

This page was left blank intentionally

TENNIS FUND
FINANCIAL SUMMARY
Fiscal Year 2017-18

Beginning Balance - Unrestricted Net Position as of September 30, 2016		**$255,158**
Projected Revenues FY 2016-17		**631,310**
Projected Expenditures FY 2016-17		**570,143**
Net Increase/(Decrease) in Net Unrestricted Assets		**61,167**
Expected Unrestricted Net Position as of September 30, 2017		**$316,325**
Add Fiscal Year 2017-18 Budgeted Revenues		
Memberships	$165,500	
Daily Play	50,000	
Lessons	245,000	
Ball Machine/Other Income	12,500	
Tournaments	59,000	
Sponsorships	20,000	
Retail Sales	26,000	
Transfers In	47,500	
Investment Income	3,950	629,450
TOTAL AVAILABLE RESOURCES		**$945,775**
Less Fiscal Year 2017-18 Budgeted Expenditures		
Personal Services	$212,373	
Operating Expenses	279,984	
Capital Expenditures	69,500	
Transfer - Administration	43,330	
Transfer - Self Insurance	14,540	619,727
BUDGETED CASH FLOW		**$9,723**
Projected Unrestricted Net Position as of September 30, 2018		**$326,048**



Tennis Fund

Community Services Department (Fund 480)

Mission Statement
To provide Naples residents, guests and visitors with exceptional tennis instruction, programs and facilities while promoting a healthy lifestyle in a cost effective, efficient and professional manner. The tennis facility will be managed in a way that all revenues received will be for the benefit of the tennis facility and its users.

Fund Description

The Tennis Fund is an Enterprise Funds established to monitor the revenues and expenditures of the Arthur L. Allen Tennis Center at Cambier Park. The facility includes twelve (12) hydro-grid Har-Tru clay courts (lit) and pro shop with an elevated viewing area. Chickee Hut shade structures with cold water fountains are located between each court. The full-service center is professionally staffed and delivers youth and adult programs for novice through advanced players. In addition, the Allen Tennis Center provides leagues, clinics, lessons and other social events for residents and visitors. It has been recognized as one of the most dynamic and beautiful public tennis facilities in the country.

2016-2017 Department Accomplishments

- Completed new fencing on four (4) of the courts.
- Completed new wind screens for fences on all twelve (12) courts.
- Replaced three (3) water fountains and added one (1) new around the center.
- Replaced two (2) sets of net post on the courts.
- Replaced four (4) nets on the courts.
- Hosted the 48th Annual Tennis Tournament with 490 participants.
- Hosted 14 USTA Junior and Adult Sanctioned Tournaments drawing over 1,600 participants from the local and south-east region.
- Improved patron and spectator experience for the Clay in May Tournament.
- Completed on-line patron survey to obtain customer feedback concerning the tennis facility, customer service, fees and programming.

2017-2018 Department Goals and Objectives

1. **In accordance with Vision Goal 5 (Maintain and enhance governance capacity for public service and leadership):**
    a. Update department mission in collaboration with staff and the CSAB.
    b. Develop a long-term facilities plan in collaboration with members, the CSAB and staff.
    c. Develop quarterly program development plans for all tennis programs to ensure cost effective management of all recreation programming.
    d. Develop quarterly and annual reports for revenue/expenditures for tennis center programs and services.

2. **In accordance with Vision Goal 3A and 3C (Maintain an extraordinary quality of life for residents):**
    a. Monitor and maintain the courts and facilities at the highest possible level.
        i. Develop a quarterly review of all tennis facilities and grounds with designated tennis staff and facilities staff by utilizing the established inspection process as determined by Community Services Department.
        ii. Implement plan of action to maintain and upgrade tennis facilities based on quarterly review.
    b. Expeditiously manage capital improvement projects.

3. **In accordance with Vision Goal 1 (Preserve the Town's distinctive character and culture):**
    a. Maintain the beauty and unique character of the Allen Tennis Center.
        i. Develop a quarterly review of all tennis landscape areas for designated tennis staff and parks & parkways staff utilizing the established inspection process as determined by the Community Services Department.
        ii. Implement plan of action to maintain and upgrade tennis landscaping based on quarterly review.

4. **In accordance with Vision Goal 3B (Maintain an extraordinary quality of life for residents – Promote Community Health):**
    a. Implement a plan of action for the tennis facilities based on the survey results conducted in 2017 and Parks Master plan meetings conducted in 2016 and 2017.
    b. Promote the Allen Tennis Center as an affordable option for resident and visitor exercise and health improvement.

2017-2018 Significant Budgetary Issues

Revenue

Total Tennis Fund revenues are $629,450. The primary recurring revenue to the fund is the Membership fee, budgeted at $165,500 for FY 17-18. The budget includes a 3% rate increase for membership fees effective October 1, 2017.

In addition to membership revenue, the fund charges for daily play, lessons, league fees, clinics, and tournaments. There is also $26,000 expected from the resale of merchandise, which includes racquets, shirts, towels and vending items, and $8,500 for racquet restrings. Other minor revenues include interest income, ball machine rentals and League fees.

The City's General Fund provides a subsidy to the Tennis Fund, related to the common events and use of the facility. Approximately 30% of the time, the facility is used for tournaments and public events, and is not solely available to the members for their pleasure. To that end, a General Fund payment to the fund, in the amount of $47,500 is provided, the same as was provided in FY 15-16 and FY 16-17.

Expenditures

Expenditures of the fund are $619,727, an increase of $6,292 over the FY 16-17 budget.

Personal Services total $212,373, a $27,148 decrease from FY 16-17. There is no change in staffing, but the budgeted hours have been adjusted for part-time employees to better reflect actual hours scheduled.

Operating Expenses total $337,854, which is a $13,940 increase over the FY 16-17 budget. This increase is primarily due to the tennis court renovations of $16,000.

Other major costs of this fund are Resale Supplies at $17,000 and tournament costs (Special Events) for $24,000. The remaining costs in this budget are primarily related to the facility operation and maintenance.

This budget includes capital improvement projects totaling $69,500. The projects are lighting improvements, carpet, and doors at the Tennis Center for $51,500. Also included is a maintenance vehicle for $18,000.

Tennis Fund

Community Services Department (Fund 480)

2017-18 Performance Measures and Benchmarking

Benchmarking compares the City of Naples to other similarly situated agencies. Note that for the Tennis Center, there are very few similar agencies, and therefore, the following provides rate comparisons for a variety of agencies.

BENCHMARKS	Collier County Pelican Bay	City of Marco Island	Academy Sanchez-Casal	City of Naples Cambier Park
Annual Adult Fee	$400	$330	$3,100	$420 - Res $558 - NR
Couples Fee	$702	N/A	$4,360	N/A
	Naples YMCA	**Sunrise Tennis Club**	**Long Boat Key Tennis Center**	**City of Ft. Myers Racquet Club**
Annual Adult Fee	$675	$240	$590	$403 - Res $537 - NR
Couples Fee	$1,012	$345	$815	$806

Above fees do not include tax.

Performance Measures are used to compare the trend of the City in levels of service or workload over the past years, and estimates the trend for the budget year.

PERFORMANCE MEASURES	Actual 2014-15	Actual 2015-16	Actual 2016-17	Projected 2017-18
Number of Adult Memberships City/County	280/47	300/45	315/55	300/50
Number of Youth Memberships City/County	80/16	115/10	85/40	100/30
Number of Executive Memberships City/County	100/20	110/15	75/15	75/15
Tournament Player Participation	2,150	2200	1600	2000
Racquet Restrings	300	350	325	325
Guest Players	3300	3400	3400	3400
Ball Machine Rentals	200	200	200	200

CITY OF NAPLES
TENNIS FUND
REVENUE SUMMARY

Fund 480	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Projected 2016-17	Proposed 2017-18	Change
Memberships	155,974	165,455	154,500	160,000	165,500	11,000
Daily Play	48,277	50,842	47,000	50,000	50,000	3,000
Tournament Play	59,411	66,678	59,000	59,000	59,000	0
Lessons/Clinics	247,308	242,406	245,000	245,000	245,000	0
Ball Machine/Other	4,271	4,688	3,600	4,000	4,000	400
Retail Sales	27,552	24,792	26,000	26,000	26,000	0
Restrings	8,972	7,895	8,500	8,500	8,500	0
Sponsorships	13,386	21,419	20,000	28,100	20,000	0
Transfer from the Gen. Fund	47,500	47,500	47,500	47,500	47,500	0
Investment/Misc Income	3,909	10,664	6,900	3,210	3,950	(2,950)
TOTAL TENNIS FUND	**616,562**	**642,339**	**618,000**	**631,310**	**629,450**	**11,450**

FUND: 480 TENNIS FUND

TENNIS FUND
FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE	FY 2018 Proposed
1	1	1	Tennis Services Manager	66,828
1.5	1.5	1.5	Recreation Coordinator*	55,728
1.5	1.5	1.5	Recreation Assistant**	41,546
4	**4**	**4**	**Regular Salaries**	**164,102**
			Overtime	**3,000**
			Employer Payroll Expenses	**45,271**
			Total Personal Services	**$212,373**

* Represents one full-time and one part time position

** Represents three part time positions

FISCAL YEAR 2017-18
BUDGET DETAIL
COMMUNITY SERVICES
TENNIS FUND

480.0912.572

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	148,109	191,228	157,000	164,102	(27,126)
510400	OVERTIME	2,879	3,000	2,000	3,000	0
525010	FICA	11,494	8,745	8,745	9,008	263
525030	RETIREMENT CONTRIBUTIONS	20,590	17,279	17,279	16,488	(791)
525040	LIFE/HEALTH INSURANCE	20,633	18,789	18,789	19,295	506
525070	EMPLOYEE ALLOWANCES	488	480	480	480	0
	TOTAL PERSONAL SERVICES	**204,193**	**239,521**	**204,293**	**212,373**	**(27,148)**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	7,781	9,500	7,500	2,700	(6,800)
	Court reservation system, first aid supplies, trophies, awards					
530010	CITY ADMINISTRATION	39,870	39,180	39,180	43,330	4,150
531010	PROFESSIONAL SERVICES	197,185	200,000	198,000	200,000	0
	Instructors and officials for clinics, camps lessons and tournaments.					
540000	TRAVEL & TRAINING	0	0	0	2,064	0
541000	COMMUNICATIONS	1,412	2,000	2,000	2,000	0
542100	EQUIP. SERVICES - REPAIRS	815	1,000	1,000	1,000	0
543020	WATER, SEWER, GARBAGE	1,179	1,280	1,280	1,300	20
545220	SELF INSURANCE CHARGE	14,690	13,650	13,650	14,540	890
546000	REPAIR AND MAINTENANCE	8,078	5,500	5,500	10,500	5,000
546340	REPAIR & MAINT/LEVEL OF SVC	0	0	0	16,000	16,000
	Tennis court renovations					
549020	TECHNOLOGY SVC CHARGE	4,095	8,740	8,740	2,420	(6,320)
549050	SPECIAL EVENTS	21,593	27,000	25,000	24,000	(3,000)
551000	OFFICE SUPPLIES	0	0	0	1,000	1,000
551060	RESALE SUPPLIES	15,373	14,000	14,000	17,000	3,000
559000	DEPRECIATION/AMORTIZATION	48,700	0	0	0	0
	TOTAL OPERATING EXPENSES	**360,771**	**321,850**	**315,850**	**337,854**	**13,940**
NON-OPERATING EXPENSES						
560300	IMPROVEMENTS O/T BUILDINGS	42,028	50,000	50,000	51,500	1,500
560700	VEHICLES	0	0	0	18,000	18,000
570110	PRINCIPAL	0	0	0	0	0
570120	INTEREST	170	0	0	0	0
	TOTAL NON-OPERATING	**42,198**	**50,000**	**50,000**	**69,500**	**19,500**
	TOTAL EXPENSES	**607,162**	**611,371**	**570,143**	**619,727**	**6,292**

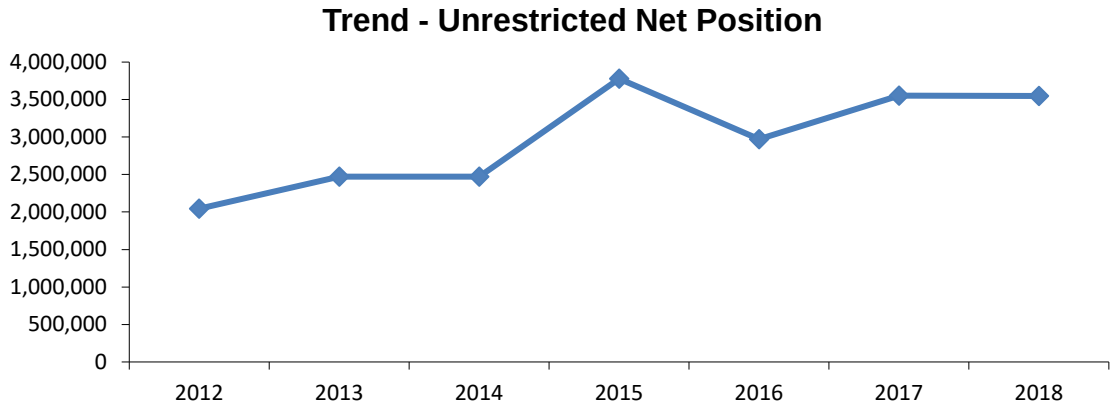
CAPITAL IMPROVEMENT PROJECTS

ARTHUR L. ALLEN TENNIS CENTER TENNIS FUND (Fund 480)

CIP NUMBER	PROJECT DESCRIPTION	DEPT REQUEST 2017-18	2018-19	2019-20	2020-21	2021-22
18G18	Tennis Center Carpet and Doors	11,500	0	0	0	0
18G20	Tennis Court Lighting	40,000	100,000	100,000	0	0
18G21	Maintenance Vehicle	18,000	0	165,500	0	0
TOTAL TENNIS FUND		**69,500**	**100,000**	**265,500**	**0**	**0**

RISK MANAGEMENT FUND
FINANCIAL SUMMARY
Fiscal Year 2017-18

Beginning Balance - Unrestricted Net Assets as of September 30, 2016		**$3,552,630**
Projected Revenues FY 2016-17		**3,238,080**
Projected Expenditures FY 2016-17		**3,241,255**
Net Increase/(Decrease) in Net Unrestricted Assets		**(3,175)**
Expected Unrestricted Net Position as of September 30, 2017		**$3,549,455**
Add Fiscal Year 2017-18 Budgeted Revenues		
Charges for Services	3,314,500	
Interest Earnings	70,000	3,384,500
TOTAL AVAILABLE RESOURCES		**$6,933,955**
Less Fiscal Year 2017-18 Budgeted Expenditures		
Premiums and Claims	3,166,500	
Claims Management Services	103,570	
Reimbursements & Refunds	(60,000)	
Personal Services	145,330	
Operating Expenses	15,796	
Transfer - Administration	74,180	3,445,376
BUDGETED CASH FLOW		**(60,876)**
Projected Unrestricted Net Position as of September 30, 2018		**$3,488,579**



Note: Does not include reserve for future claims of $3.405 million

Risk Management Fund

Human Resources Department (Fund 500)

Mission Statement:
To identify, analyze and manage the City's risk and exposure to loss related to the activities of the City, its departments and employees.

Department Description

The Risk Management Fund is an internal service type fund, part of the Human Resources Department, designed to coordinate the expenses related to the general liability of the City.

2016-17 Department Accomplishments

- Processed property damage claims totaling $146,086; recovered $70,230 for City property damage caused by third parties during FY 15-16.
- Processed property damage claims totaling $53,005; recovered $39,317 for City property damage caused by third parties for FY 16-17 (as of May 3, 2017).
- Renewed the property, liability and workers' compensation insurance programs with 2.3% ($32,050) decrease and enhanced coverage. Reduced windstorm deductible from 5% to 3% resulting in a deductible reduction of $2,473,647.

2017-18 Departmental Goals and Objectives

As part of Vision Goal #4 (Strengthen the economic health and vitality of the City) ensure the Risk Management Fund is fiscally sound and compliant with State and Federal regulations

- Perform annual actuarial analysis of risk management fund to determine appropriate claim funding levels
- Review insurance coverages annually and consider insurance coverage options to ensure a fiscally sound risk management program.

As part of Vision Goal #4 (Strengthen the economic health and vitality of the City) by continued support of the Blue Zones Project

- Implement Blue Zones habitat/physical environment best practices

2017-18 Significant Budgetary Issues

The budget for the Risk Management Fund is $3,445,376, a $92,830 increase over the FY 16-17 budget.

Unrestricted net position is projected to be $3.48 million at the end of FY 17-18. In addition to this amount, the fund has $3.4 million in restricted reserves for future claims.

Revenues

The primary source of revenue for this internal service fund is the charge to each fund for insurance and risk management. These charges are based on a four-year analysis of loss experience (claims) and risk exposure (number of vehicles, number of employees, and risk related ratings). The budget amount will be charged to each fund throughout the fiscal year. There is $70,000 of revenue budgeted for interest on reserves. The revenue for FY 2017-18 is $3,384,500, an increase of $146,420.

Risk Management Fund

Human Resources Department (continued)

Expenditures

Personal Services

Personal Services are budgeted at $145,330, an increase of $3,039 over the FY 16-17 budget due to the annual salary wage increase.

Operating Expenses

Operating costs for the Risk Management Fund are $3,300,046, a $89,791 increase over the FY 2016-17 budget. There are two components of the operating costs of this fund.

The first component includes costs to support the staff member for the management of the risk program. In addition to the salary, these costs are training materials, telephones, and supplies. These costs make up only a minor portion (less than 5%) of this budget.

The second component is approximately 95% of the expenses of the fund, and represents the cost of the insurance program, including excess insurance and professional services. Professional Services and Insurance related costs (such as claim funding) represent the bulk of the expenditures in this fund. Other contractual services for FY 17-18 remain the same as FY 16-17 at $103,570.

Professional Services

Brokerage Service Fee	$52,500
Third Party Administrator	$47,570
Actuarial Analyses	$3,500

Brokerage service fees are paid to the City's insurance broker for assisting the City in securing insurance quotes for excess insurances and ancillary lines of insurance coverage. This is a fixed cost and includes services related to development of underwriting data, consulting, marketing, and customer service.

Insurances and Claims funding

Workers Comp – State Assessment	$18,000
Workers Comp – Current Year Claims	$711,213
General Liability	$769,370
Auto and Collision	$382,671
Property Damage	$1,280,246
Unemployment Compensation	$5,000

Budgeted again this year is $60,000 (as a contra-expense) for insurance claim refunds and reimbursements.

2017-18 Performance Measures

Description	Actual 2014-15	Actual 2015-16	Estimated 2016-17	Projected 2017-18
Incident Reports Processed	171	233	160	160
Preventable Employee Injuries	9	18	8	8
Preventable Vehicle Accidents	17	18	10	10
Work Comp Medical only Claims	35	32	30	30
Work Comp Lost Time Claims	12	16	10	10
Average Cost per Claim Work Comp Med Only	$1,242	$1,353	$975	$750
Average Cost per Claim Work Comp Lost Time	$6,750	$12,009	$1,687	$1,500

FISCAL YEAR 2017-18
REVENUE DETAIL
RISK MANAGEMENT

	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 BUDGET	FY 16-17 PROJECTION	FY17-18 PROPOSED	CHANGE
Charges for Services:						
General Fund	1,582,678	1,658,680	1,553,140	1,553,140	1,592,610	39,470
Building Permits Fund	69,414	79,190	80,710	80,710	85,450	4,740
CRA Fund	68,354	71,040	65,450	65,450	67,870	2,420
Streets Fund	221,999	222,990	198,590	198,590	196,280	(2,310)
Water & Sewer Fund	832,446	849,890	894,110	894,110	990,310	96,200
Beach Fund	23,517	42,060	46,730	46,730	44,910	(1,820)
Solid Waste Fund	158,047	194,200	197,410	197,410	205,380	7,970
City Dock Fund	52,595	55,410	22,780	22,780	25,110	2,330
Stormwater Fund	24,165	28,010	30,280	30,280	31,820	1,540
Tennis Fund	20,603	14,690	13,650	13,650	14,540	890
Technology Services Fund	43,001	36,240	39,040	39,040	22,450	(16,590)
Equipment Services Fund	32,940	69,670	36,190	36,190	37,770	1,580
Subtotal	3,129,759	3,322,070	3,178,080	3,178,080	3,314,500	136,420
Interest Earnings	71,462	69,395	60,000	60,000	70,000	10,000
Total	**$3,201,221**	**$3,391,465**	**$3,238,080**	**$3,238,080**	**$3,384,500**	**$146,420**

FUND: 500 RISK MANAGEMENT

RISK MANAGEMENT
FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE	FY 2018 Proposed
1	1	1	Risk Manager	$109,131
1	**1**	**1**	**Regular Salaries**	**$109,131**
			Employer Payroll Expenses	**36,199**
			Total Personal Services	**$145,330**

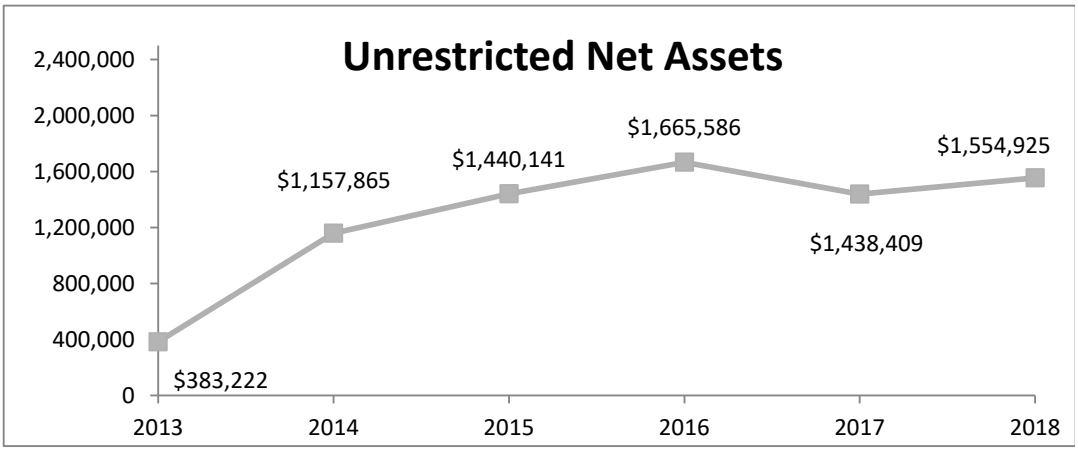
FISCAL YEAR 2017-18
RISK MANAGEMENT

500.7101.519

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	109,321	105,952	105,952	109,131	3,179
525010	FICA	7,860	7,910	7,910	8,145	235
525030	RETIREMENT CONTRIBUTIONS	17,503	15,808	15,808	15,105	(703)
525040	LIFE/HEALTH INSURANCE	13,857	12,621	12,621	12,949	328
	TOTAL PERSONAL SERVICES	**$148,541**	**$142,291**	**$142,291**	**$145,330**	**$3,039**
OPERATING EXPENSES						
530010	CITY ADMINISTRATION	68,500	72,480	72,480	74,180	1,700
531040	OTHER CONTRACTUAL SVCS	93,795	103,070	103,070	103,570	500
	Broker fee $52,500, TPA fee $47,570, actuary $3,500					
531070	MEDICAL SERVICES	4,444	5,000	4,800	5,000	0
531220	INVESTMENT ADVISORY FEES	0	0	4,070	4,190	4,190
	Formerly expensed as an offset to revenue, the fund's share of investment advisor services is now being expensed					
540000	TRAINING & TRAVEL COSTS	2,601	3,300	3,300	3,300	0
	Travel to mediations, seminars and conferences					
541010	TELEPHONE	52	306	306	306	0
545010	UNEMP. COMPENSATION (CITYWIDE)	2,455	5,000	4,500	5,000	0
545100	WORKERS COMP STATE ASSESSMENT	15,223	18,000	15,211	18,000	0
545110	WORKERS COMP CURRENT YEAR	443,044	637,858	637,858	711,213	73,355
545200	GEN. LIABILITY & BUS PKG	804,653	774,174	901,000	769,370	(4,804)
545210	AUTO COLLISION	159,786	383,698	345,000	382,671	(1,027)
545250	PROPERTY AND FLOOD INSURANCE	1,183,537	1,264,369	1,264,369	1,280,246	15,877
545230	REIMBURSEMENT & REFUNDS	(126,477)	(60,000)	(260,000)	(60,000)	0
551000	OFFICE SUPPLIES	1,109	1,500	1,500	1,500	0
552000	OPERATING SUPPLIES	256	500	500	500	0
554010	MEMBERSHIPS	1,060	1,000	1,000	1,000	0
	TOTAL OPERATING EXPENSES	**$2,654,039**	**$3,210,255**	**$3,098,964**	**$3,300,046**	**$89,791**
	TOTAL EXPENSES	**$2,802,580**	**$3,352,546**	**$3,241,255**	**$3,445,376**	**$92,830**

HEALTH AND EMPLOYEE BENEFITS
FINANCIAL SUMMARY
Fiscal Year 2017-18

Beginning Balance - Unrestricted Net Assets as of September 30, 2016			**$1,665,586**
Projected Revenues FY 2015-16			**6,778,267**
Projected Expenditures FY 2015-16			**7,005,444**
Net Increase/(Decrease) in Net Unrestricted Assets			**(227,177)**
Expected Unrestricted Net Assets as of September 30, 2017			**$1,438,409**
Add Fiscal Year 2017-18 Budgeted Revenues			
Health Coverage:	City Paid	4,939,608	
	Employee Paid	871,696	
Dental Coverage:	City Paid	189,817	
	Employee Paid	219,807	
Retiree & COBRA	Employee Paid	401,451	
Flexible Spending	Employee Paid	142,650	
Dependent Care	Employee Paid	20,000	
Life Insurance:	City Paid	159,512	
	Employee Paid	87,979	
Vision Insurance	Employee Paid	36,330	
Long Term Disability	City Paid	79,169	
Tobacco Use Surcharge		16,250	
Interest Earnings		23,330	7,187,599
TOTAL AVAILABLE RESOURCES:			**$8,626,008**
Less Fiscal Year 2017-18 Budgeted Expenditures			
Transfer-Administration		129,020	
Contractual Services		345,560	
Dental Premium		446,148	
Stop Loss		916,357	
Healthcare Reimbursement		575,500	
Life/Vision/Long Term Disability		527,208	
Health Paid Claims		3,415,000	
Prescription Claims		550,000	
Other Expenditures		166,290	7,071,083
BUDGETED CASH FLOW			**116,516**
Projected Unrestricted Net Assets as of September 30, 2018			**$1,554,925**



Health & Employee Benefits Fund

Human Resources Department (Fund 510)

Mission Statement:

To ensure City resources are effectively used to serve its employees, retirees and eligible dependents. The Employee Benefits Fund strives to design a plan that offers comprehensive benefits at a cost that is competitive to most private plans. The philosophy is to provide quality healthcare services in a cost-effective manner, and to offer innovative, cutting edge benefits and a wellness program.

Department Description

The Health and Employee Benefits Fund is an internal service type fund under the management of the Human Resources Department, designed to coordinate the expenses related to the major employee benefits. The Health and Employee Benefits Fund includes the following insurances:

- Health Insurance — The City is self insured for health insurance.
- Dental Insurance — The City contracts for this service.
- Life Insurance — The City contracts for this service.
- Vision Insurance — The City contracts for this service.
- Long Term Disability — The City contracts for this service.

2016-17 Department Accomplishments

- Implemented Cigna telehealth services improving access to board certified doctors for all plan participants through phone, web, or video chat at no cost to employee's.
- Improved access to tobacco cessation prescription medication for all plan participants. Effective October 1, 2017 anti-tobacco prescription costs paid 100% by the plan at no cost to employees.
- Distributed Form 1094 to employees and completed measurement of hours worked and year end healthcare coverage reporting to IRS (Form 1095) in compliance with the Affordable Care Act in a timely fashion.
- Conducted on-site biometric screenings for employees with 90%+ participation.
- Received the American Heart Association Platinum Fit-Friendly Worksite award for second year in a row.
- Received the State and Local Government Benefit Association (SALGBA) 2017 second place award for improved employee health and wellness initiatives.
- Received the 2017 Cigna Well-Being Award.
- Reported health insurance premium rates remained the same as FY15-16. City and employee contributions remain the same.

2017-18 Goals and Objectives

As part of Vision Goal 4 (Strengthen the economic health and vitality of the City) ensure the employee health benefits plan is fiscally sound and compliant with State and Federal regulations

- Perform annual actuarial analysis of health benefit fund to determine appropriate premium rate valuations and claim funding levels
- Prepare annual GASB 43 and 45 valuation

Employee Benefits Fund

Human Resources Department (continued)

As part of Vision Goal 4 (Strengthen the economic health and vitality of the City) by educating employees to be better consumers of health care benefits which will reduce plan costs and out of pocket expenses

- Promote utilization of on-line resources available through www.mycigna.com
- Provide monthly communication targeting specific health risks, programs, resources, and services available locally and through Cigna.
- Develop and implement health, well-being, and fitness initiatives and incentives

As part of Vision Goal 4 (Strengthen the economic health and vitality of the City) by continued support of the Blue Zones Project.

- Support the Blue Zone Project worksite committee and leadership/steering committee by attending monthly meetings and participating in Project activities and initiatives

2017-18 Significant Budgetary Issues

Revenues

The budgeted revenues for FY 17-18 are $7,187,599. There are two primary sources of revenues to the Employee Benefits Fund.

- City (Employer) contributions to employee benefits, and
- Employee (or former employee) contributions toward benefits

Employer (City) Contributions, budgeted at $5,368,106, are distributed from the Personal Services section of each department. Employee (or former employee) contributions are budgeted at $1,796,163 and are deducted from an employee's pay or are billed directly. In addition to employee contributions, there is $23,330 budgeted in interest earnings.

Historically, COBRA and retirees' premium rate changes are made effective October 1, which is consistent with the actual insurance plan year. Prior to any rate change, the City performs an actuarial analysis of their actual costs to ensure legal compliance.

This budget assumes no increase in premium rates, and assumes the continuation of a reduction in the employee's deductible for employees who achieve certain health criteria.

Expenditures

This fund includes expenditures for the self-insured health insurance program and the costs of the purchased insurance programs. Expenditures are $7,071,083, $355,729 more than the FY 16-17 budget. The increase in dental and life insurance premiums and an adjustment to the health claims budget account for most of the increase, as well as an increase in stop loss coverage.

Current contracts for the following services and lines of insurance coverage are in place:

- Third Party Administrator for Self-Insured Health Claims
- Health Insurance Stop Loss Coverage
- Prescription Insurance for Self-Insured Health Plan
- Dental Insurance
- Vision Insurance
- Basic Life Insurance
- Supplemental Life Insurance
- Long Term Disability Insurance
- Accidental Death & Disability (AD&D)

Employee Benefits Fund

Human Resources Department (continued)

Health Claims expenses, the largest expense in this fund, are budgeted at $3.415 million. Prescription Claims are budgeted at $550,000. Budgeted costs are determined through annual actuarial studies.

For a complete understanding of the benefits provided to City employees, refer to the union contracts and employee manuals, or contact the Human Resource Department.

2017-18 Performance Measures

Description	Actual 2013-14	Actual 2014-15	Actual 2015-16	Estimated 2016-17	Projected 2017-18
Fitness/Wellness Program Participation	77	67	78	80	84
Prescription Utilization/Retail	10,023	10,738	10,800	10,800	10,800
Prescription Utilization/Mail Order	428	420	478	500	500
EAP utilization	46	32	34	32	40

FISCAL YEAR 2017-18
REVENUE DETAIL
EMPLOYEE BENEFITS FUND

	2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
CITY FUNDED BENEFITS					
Health Insurance	4,826,381	4,792,505	4,671,050	4,939,608	147,103
Life Insurance	159,473	158,654	156,600	159,512	858
Long-Term Disability	36,563	78,917	52,000	79,169	252
Dental	152,992	159,438	159,438	189,817	30,379
Total City Funded Portion	**$5,175,408**	**$5,189,514**	**$5,039,088**	**$5,368,106**	**178,592**
EMPLOYEE- FUNDED BENEFITS					
Health Insurance (Employee Portion)	854,322	845,736	845,736	871,696	25,960
Employee Flexible Spending	141,768	138,300	138,300	142,650	4,350
Retiree/Cobra Premiums	356,466	361,539	361,539	401,451	39,912
Dependent Care	23,800	23,800	20,000	20,000	-3,800
Life Insurance	89,715	84,148	84,148	87,979	3,831
Tobacco Use Surcharge	19,125	17,550	17,550	16,250	(1,300)
Vision Insurance	35,487	34,953	34,953	36,330	1,377
Dental	207,110	217,653	217,653	219,807	2,154
Total Employee Funded Portion	**$1,727,793**	**$1,723,679**	**$1,719,879**	**$1,796,163**	**72,484**
OTHER REVENUE					
Interest Earnings	22,620	15,000	19,300	23,330	8,330
Total Other	**$22,620**	**$15,000**	**$19,300**	**$23,330**	**8,330**
Total All Sources	**$6,925,821**	**$6,928,193**	**$6,778,267**	**$7,187,599**	**$259,406**

FISCAL YEAR 2017-18
BUDGET DETAIL
EMPLOYEE BENEFITS FUND

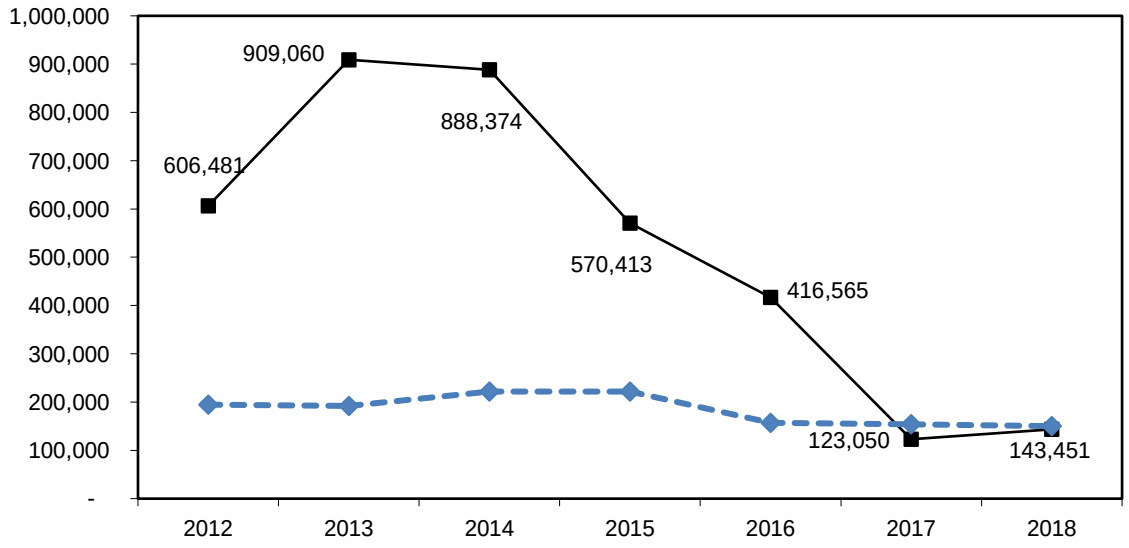
510.7173.519

		2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
OPERATING EXPENSES						
530010	CITY ADMINISTRATION	122,080	123,690	123,690	129,020	5,330
531040	OTHER CONTRACTUAL SERVICES	356,449	339,787	358,527	345,560	5,773
	Broker Fee $75,000; ASO Fee $247,472; FSA $7,009; EAP $8,136; PPACA Fees $2,170					
531050	TOBACCOS USE/WELLNESS	20,616	17,550	17,550	16,250	(1,300)
	Related to the Tobacco Use Surcharge					
531080	DENTAL INSURANCE	359,433	377,091	377,091	446,148	69,057
531130	STOP LOSS PREMIUM	801,815	874,356	874,356	916,357	42,001
531140	LONG TERM DISABILITY	78,016	78,917	78,917	79,169	252
531150	LIFE INSURANCE	335,136	337,180	337,180	411,709	74,529
531160	VISION INSURANCE	35,541	34,953	34,953	36,330	1,377
531220	INVESTMENT ADVISORY FEES	0	0	1,350	1,390	1,390
	Formerly expensed as an offset to revenue, the fund's share of investment advisor services is now being expensed					
545020	HEALTH PAID CLAIMS	3,832,937	3,275,000	3,475,000	3,415,000	140,000
545030	SCRIPT CARD EXPENSES	330,305	550,000	700,000	550,000	0
545050	HEALTHCARE REIMBURSEMENT	498,342	575,500	575,500	575,500	0
545060	EMPLOYEE FLEX	156,510	162,130	162,130	162,650	520
545090	HEALTH REIMBURSE/FITNESS	20,280	19,200	19,200	36,000	16,800
545230	REIMBURSEMENTS & REFUNDS	(247,082)	(50,000)	(130,000)	(50,000)	0
	TOTAL OPERATING EXPENSES	**$6,700,377**	**6,715,354**	**7,005,444**	**7,071,083**	**355,729**
	TOTAL EXPENSES	**$6,700,377**	**$6,715,354**	**$7,005,444**	**$7,071,083**	**355,729**

TECHNOLOGY SERVICES
FINANCIAL SUMMARY
FISCAL YEAR 2017-18

Beginning Balance - Unrestricted Net Position as of September 30, 2016		**416,565**
Projected Revenues FY 2016-17		**$1,425,080**
Projected Expenditures FY 2016-17		**1,718,595**
Net Increase/(Decrease) in Net Unrestricted Assets		**($293,515)**
Expected Unrestricted Net Position as of September 30, 2017		**$123,050**
Add Fiscal Year 2016-17 Budgeted Revenues		
Charges for Services	1,419,880	
Interest Earnings	3,740	1,423,620
TOTAL AVAILABLE RESOURCES		**$1,546,670**
Less Fiscal Year 2017-18 Budgeted Expenditures		
Personal Services	504,863	
Operating Expenses	791,596	
Transfer - City Administration	84,310	
Transfer - Self Insurance	22,450	
Capital Expenditures	0	$1,403,219
BUDGETED CASH FLOW		**$20,401**
Projected Unrestricted Net Position as of September 30, 2018		**$143,451**

Trends - Unrestricted Net Position
(Minimum Recommended is shown as the dotted line)



Technology Services Fund

Technology Services Department (Fund 520)

Mission Statement:
The mission of the Technology Services Department is to provide leadership and guidance to staff in the appropriate application of technology, and to provide an efficient and reliable infrastructure for voice and data communication to enable City officials, staff and employees to deliver the highest level of service to the citizens of Naples.

Fund Description

The Technology Services Fund is an internal service fund that provides all technological services to the City.

2016-17 Department Accomplishments

- Installed 399 replacement PC/workstations in the city, replacing all old systems with current technology
- Launched Microsoft Windows 10 on all workstations and mobile devices
- Negotiated a contract with the Sheriff's department for CAD implementation
- Negotiated a contract with the Sheriff's department for placement of License Plate Recognition (LPR) on arterial roadways
- Initiated a security awareness training system with 497 employees successfully participating
- Network implementation of Motorola RMS system
- Migrated all systems to office 365
- Migrated City to Cloud Anti-Virus control
- Updated the GIS portal and enabled additional availability to web users
- Expanded the security system/access control to 3 additional facilities

2017-18 Departmental Goals and Objectives

- Complete the coordination of Tyler Notify, a software for communication with the residents
- Provide updated training for key employees on SSSR and Tyler Cubes
- Coordinate the technology side implementation of City View in the Building Department.
- Right size the amount of city devices city wide for optimal performance
- Manage deployment of LPR City wide
- Develop strategy for cloud storage for everyday and backup use
- Core network migration to Fire Station 1
- Technology enable Baker Park
- Upgrade City ERP to latest version

2017-18 Significant Budgetary Issues

The budget for the Technology Services Fund is $1,403,219 a $436,654 decrease from the FY 16-17 budget.

Technology Services Fund

Technology Services Department (continued)

Revenues

The primary revenue sources for this Internal Service Fund are the charges to each fund for services. Charges to departments are calculated based on the number of service calls and the number of users. The revenue for FY 2017-18 is $1,419,880.

Expenditures

Budgeted expenditures for the Technology Services Department are $1,403,219. Personal Services are budgeted at $504,863 or $2,623 more than FY 16-17. Operating Expenses are $898,356, a $723 increase over the FY 16-17 budget.

There are no funds budgeted for Capital, a $440,000 decrease from the FY 16-17 which included $410,000 to replace PC's City wide and $30,000 to enhance and expand the City's Security Camera solution.

2017-18 Performance Measures

	Actual 2014/15	Actual 2015-16	Expected 2016-17	Expected 2017-18
Budgeted Employees	7	7	6	6
Servers	6	5	10	10
Hyper-V Servers	7	8	6	7
Hyper-V Guests	50	50	64	71
PC's / Tablets	304	310	412	472
SAN Capacity (TB – terabyte)	313.92	313.92	313.92	313.92
SAN Usage (TB – terabyte)	130.85	145.00	153.00	174
MDT – Police & Fire	31	31	31	33
IP Cameras	160	240	270	285
VoIP Phones	#	#	454	454
Fax Machines	#	#	7	1
Printers	#	#	171	177
Scanners	#	#	44	57
User Accounts	571	580	564	572
Mail Enabled Accounts	492	501	552	441

Technology Services Fund

Technology Services Department (continued)

	Actual 2014/15	Actual 2015-16	Expected 2016-17	Expected 2017-18
Archived E-Mails	8,483,008	9,483,008	9,732,892	11,304,002
% of Network Availability	99.99%	99.999%	99.999%	99.999
# of Help Desk Calls	6,000	6,000	5,584	5,416

Comparable data is not available

SAN usage is not reflective of Snapshots and Replication usage.

FUND: 520 TECHNOLOGY SERVICES

TECHNOLOGY SERVICES

FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE		FY 2018 Proposed
1	1	0	Programmer Analyst		0
1	1	1	Technology Services Director	*	0
1	1	2	Sr. Network Specialist		122,023
2	2	2	Network Specialist		122,882
1	0	0	Video Programming & Product.		0
1	1	1	GIS Manager		86,938
			*** Contracted**		
7	**6**	**6**	**Regular Salaries**		**$331,843**
			Other Salaries & Wages		**10,140**
			Overtime		**12,000**
			Employer Payroll Expenses		**150,880**
			Total Personal Services		**$504,863**
			* Outsourced since 2012 -see Contract Services		
0	1	1	GIS Specialist		
7	**7**	**7**	*Funded by and assigned to Water/Sewer Fund*		

FISCAL YEAR 2017-18
BUDGET DETAIL
TECHNOLOGY SERVICES

FUND 520

520.8082.590		**2016 ACTUAL**	**2017 ADOPTED**	**2017 ESTIMATED**	**2018 PROPOSED**	**CHANGE**
PERSONAL SERVICES						
510200	REGULAR SALARIES & WAGES	367,559	328,706	295,400	331,843	3,137
510300	OTHER SALARIES	10,023	10,140	10,140	10,140	0
510400	OVERTIME	11,875	12,000	14,000	12,000	0
525010	FICA	28,404	24,671	23,500	24,367	(304)
525030	RETIREMENT CONTRIBUTIONS	52,119	42,458	32,200	38,985	(3,473)
525040	LIFE/HEALTH INSURANCE	85,438	82,825	68,550	86,088	3,263
525070	EMPLOYEE ALLOWANCES	1,464	1,440	1,440	1,440	0
	TOTAL PERSONAL SERVICES	**$556,883**	**$502,240**	**$445,230**	**$504,863**	**$2,623**
OPERATING EXPENSES						
530000	OPERATING EXPENDITURES	3,271	3,600	3,600	3,600	0
530010	CITY ADMINISTRATION	98,130	87,750	87,750	84,310	(3,440)
530310	TV VIDEO PRODUCTION	20,769	0	0	0	0
531010	PROFESSIONAL SERVICES	132,237	178,000	139,000	178,000	0
	Network wiring additions ($15,000), Selpan ($153,000), Elance contract ($10,000)					
540000	TRAINING & TRAVEL COSTS	0	5,375	2,273	7,875	2,500
	Tyler Conference ($2,500), Lynda Training ($375), Microsoft Training ($5,000)					
541000	COMMUNICATIONS	469	480	480	385	(95)
541020	TECHNOLOGY COMMUNICATIONS	65,947	73,260	73,260	71,820	(1,440)
	T3 for internet, Pier, Dock & Lowdermilk ($59,760) , Primary Fiber Redundancy Upgrade ($7,500)					
545220	SELF INSURANCE CHARGE	36,240	39,040	39,040	22,450	(16,590)
546000	REPAIR & MAINTENANCE	105,430	121,542	121,542	141,708	20,166
	Tyler maintenance for all modules ($127,000), Tyler Executime					
546160	HARDWARE MAINTENANCE	153,355	59,816	69,192	69,823	10,007
546170	SOFTWARE MAINTENANCE	228,163	296,750	296,750	276,365	(20,385)
	Microsoft Office 365 Agreement ($140,000), ESRI ($28,000), ONNSI Ocularis ($18,000), phone, CAD, CodeRed. Etc					
546190	PRINTERS	1,909	7,500	3,300	7,500	0
552000	OPERATING SUPPLIES	9,368	4,520	1,750	4,520	0
	Forms ($420), GIS Printing ($2,600)					
520520	MINOR OPERATING EQUIPMENT	53,108	20,000	20,000	30,000	10,000
559000	DEPRECIATION	241,857	0	0	0	0
	TOTAL OPERATING EXPENSES	**$1,150,252**	**$897,633**	**$857,937**	**$898,356**	**$723**
NON-OPERATING EXPENSES						
560400	MACHINERY & EQUIPMENT	257,393	440,000	415,428	0	(440,000)
	TOTAL NON-OPERATING EXPENSES	**$257,393**	**$440,000**	**$415,428**	**$0**	**($440,000)**
	TOTAL EXPENSES	**$1,964,528**	**$1,839,873**	**$1,718,595**	**$1,403,219**	**($436,654)**

FISCAL YEAR 2017-18
TECHNOLOGY SERVICES
INTERFUND CHARGES ALLOCATION

Charges to	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	BUDGET FY 16-17	BUDGET FY 17-18	Increase/ (Decrease)
General Fund	1,007,030	926,470	938,184	1,020,290	934,200	(86,090)
Building Permits Fund	201,610	185,480	189,677	195,620	178,460	(17,160)
CRA Fund	18,270	16,810	11,084	9,300	1,040	(8,260)
Streets Fund	38,250	35,190	28,746	28,290	29,370	1,080
Water & Sewer Fund	359,920	331,130	281,660	241,490	179,010	(62,480)
Beach Parking Fund	27,410	25,220	24,330	18,150	10,600	(7,550)
Solid Waste Fund	54,830	50,440	49,451	40,830	20,670	(20,160)
City Dock Fund	4,580	4,210	5,074	9,860	12,000	2,140
Storm Water Fund	18,300	16,840	21,703	31,200	30,100	(1,100)
Tennis Fund	4,580	4,210	4,095	8,740	2,420	(6,320)
Equipment Services Fund	19,930	18,340	25,166	26,110	22,010	(4,100)
Total	**1,754,710**	**1,614,340**	**1,579,170**	**1,629,880**	**1,419,880**	**(210,000)**

	Expected	Proposed
Interest Earnings	5,200	3,740
Transfer In from Public Service Tax	0	0
Total Revenue	**1,425,080**	**1,423,620**

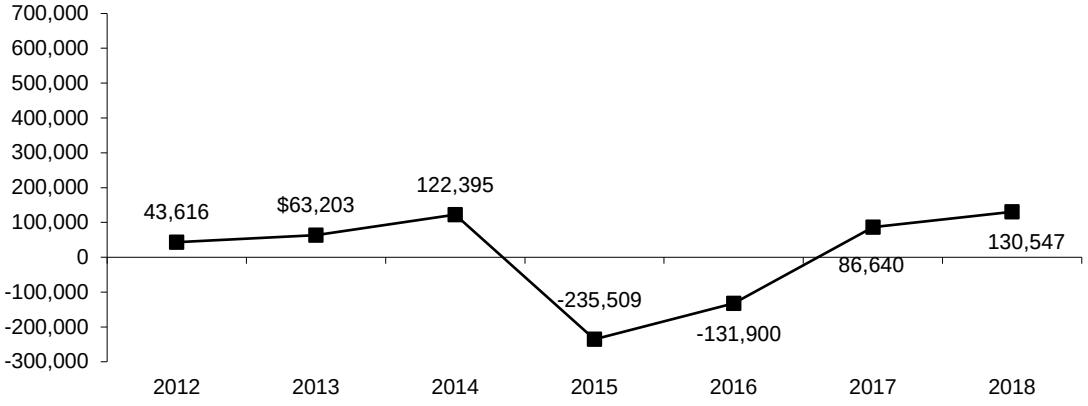
The customers of the Technology Services Department are the various departments of the City. Fees are prorated using prior years' use of services such as work orders and number of employees in each department. Actual charges to departments will be the same as budgeted.

This page was left blank intentionally

EQUIPMENT SERVICES
FINANCIAL SUMMARY
FISCAL YEAR 2017-18

Beginning Balance - Unrestricted Net Position as of September 30, 2016		**($131,900)**
Projected Revenues FY 2016-17		**2,281,663**
Projected Expenditures FY 2016-17		**2,063,123**
Net Increase/(Decrease) in Net Unrestricted Assets		**$218,540**
Expected Unrestricted Net Position as of September 30, 2017		**$86,640**
Add Fiscal Year 2017-18 Budgeted Revenues		
Charges for Services:		
Charges to Other Funds/Fuel	586,541	
Charges to Other Funds/Maintenance	1,474,870	
Collier EMS/Naples Airport	127,160	
Other Revenue	1,600	2,190,171
TOTAL AVAILABLE RESOURCES		$2,276,811
Less Fiscal Year 2017-18 Budgeted Expenditures		
Personal Services	695,928	
Operations & Maintenance	1,266,586	
Transfer - Self Insurance	37,770	
Administrative Fee - General Fund	112,170	
Transfer - Technology Services	22,010	
Capital Expenditures	11,800	2,146,264
BUDGETED CASH FLOW		**$43,907**
Projected Unrestricted Net Position as of September 30, 2018		**$130,547**

Trend - Unrestricted Position



Equipment Services Fund

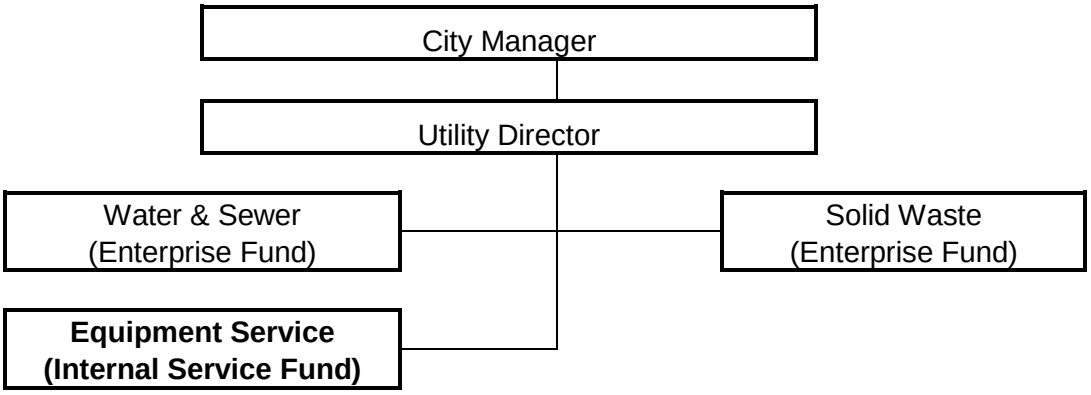
Utilities Department (Fund 530)

Mission Statement:
The mission of Equipment Services is to provide vehicles, equipment and fuel services to employees and departments of the City of Naples, thus enabling employees to perform the necessary functions of the City.

Department Description

The Utilities Department operates in three separate funds: Water & Sewer Fund, Solid Waste Fund, and Equipment Services Fund. Equipment Services is an Internal Service Fund, responsible for the maintenance and replacement of all City rolling stock, including Police and Fire apparatus.

Equipment Services is focused on providing service and maintenance reliability to the City's fleet. Improved preventative maintenance programs are sought on a continuous basis to assure service reliability to the City fleet.



2017-18 Departmental Goals and Objectives

In accordance with Vision Plan Item 4 (strengthen the economic health and vitality of the city) continue and strengthen the city's leadership role in environmental protection and regional/community sustainability:

- Review preventative maintenance schedules for City Fleet vehicles in an effort to seek alternatives for maximizing vehicle life expectancy by reducing costs and enhancing efficiencies
- Use of Recapped (recycled) small truck tires
- Annually review City fleet requirements to ensure optimum efficiencies and low costs. Specifically make recommendations to consolidate equipment, actively play a role in vehicle replacements, and determine surplus equipment

Equipment Services Fund (continued)

In accordance with Vision Plan Item 5 (maintain and enhance governance capacity for public service and leadership), recruit, develop, and retain a highly competent staff through such activities as attendance at workshops, seminars, and conferences.

- Provide monthly reports identifying productivity of mechanics
- Send two automotive technicians to receive Emergency Vehicle Technician (EVT) training to maintain certifications for maintaining City owned emergency vehicles

2017-18 Significant Budgetary Issues

The budget for the Equipment Services Fund is $2,146,264, a $97,332 decrease from the FY 16-17 budget.

Revenues

Funding for the Equipment Services Fund is provided by each user department in the City. The total revenue is budgeted at $2,190,171. The Finance Department generates billing on a weekly basis via the Tyler Munis work order system to account for charges that accrue for each department that have products and services rendered by the Equipment Services Department. The revenue budget consists of two parts: fuel and maintenance; both are budgeted based on a multi-year historic trend.

The fuel revenue is based on each user's prior years' volume, multiplied by an assumed cost of fuel. The budgeted cost of fuel is based on the current price of fuel at the time the budget is prepared plus 15%. Fuel prices in this budget are estimated with the expected use of 146,595 gallons of gasoline and 99,246 gallons of diesel respectively. Actual charges for the year are tracked using a computerized fuel card system, which tracks car, driver, mileage and usage. Equipment Services provides fuel to the Collier County Emergency Management Department and equipment repair services for the Naples Airport Authority. The Collier County EMS and Naples Airport will reimburse this fund an estimated $127,160.

The budget for maintenance revenue is based on each user's prior years' actual use of labor and materials, and then manually adjusted for any anomalies such as major equipment failure, equipment changes or storm damages.

Expenditures

Personal Services

This fund has eight full-time employees and one part-time position. The FY 2017-18 budget for personal is $695,928 and includes the 3% contractual increase for both union and non-union employees, which is an $32,875 decrease from the FY 16-17 budget due to a recent retirement of a long-term employee.

Operating Costs

Operating and capital expenditures of this fund total $1,450,336 which is a $64,457 decrease from FY 16-17. The primary reason for this decrease is related to fuel (the price of fuel is less than budgeted in prior years).

Equipment Services Fund (continued)

The most significant expenses are:

Sublet repairs	$220,000
Operating Supplies	$240,000
Fuel	$629,741
City Administrative Costs	$112,170
Tires	$90,000

2017-18 Benchmarks

	Naples	Boynton Beach	Palm Beach Gardens	Collier County
Total Light Duty Vehicles up to 26,000 LB	177	422	365	790
Total Heavy Duty Vehicles 26,000 – 80,000 LB	38	57	102	104
Total Fuel Used	245,841	440,100	295,300	1,482,813
Total Fleet Technician Employees	5	8	8	19
Percentage of labor hours billed compared to employee hours paid	80%	79%	81%	76%

2017-18 Performance Measures

	Actual 2014-15	Actual 2015-16	Estimated 2016-17	Projected 2017-18
Preventive Maintenance services performed annually	890	947	960	960
Work orders completed annually	2,854	2,720	3,000	3,000
Number of vehicles/equipment replaced annually	33	34	29	30

Equipment Services Fund
Revenue and Interdepartmental Billings

Fund	2015 ACTUAL	2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED
General Fund	763,360	890,921	841,800	830,673	790,908
Building Permits	26,663	40,348	29,000	29,000	27,000
Streets Fund	18,348	31,654	26,000	26,000	24,500
Water & Sewer Fund	337,771	388,722	491,300	491,300	458,233
Beach Fund	30,718	39,539	36,900	36,900	32,200
Solid Waste Fund	747,326	751,545	692,100	707,100	657,400
City Dock Fund	3,765	2,111	5,000	5,000	3,500
Storm Water Fund	34,287	28,830	68,900	68,900	59,700
Tennis Fund	1,075	815	1,000	1,000	1,000
Technology Services Fund	0	0	0	0	0
Equipment Services Fund	8,161	14,096	8,500	7,000	6,970
Total Chargebacks	1,971,474	2,188,580	2,200,500	2,202,873	2,061,411
Collier EMS/Naples Airport	33,431	61,214	78,290	78,290	127,160
Total Charges	**$2,004,905**	**$2,249,793**	**$2,278,790**	**$2,281,163**	**$2,188,571**
Other Revenue Sources					
Interest Income	274	487	500	500	1,600
Other Miscellaneous	23	5,800	0	0	0
Total Other Sources	**297**	**6,287**	**500**	**500**	**1,600**
Total All Sources	**$2,005,202**	**$2,256,080**	**$2,279,290**	**$2,281,663**	**$2,190,171**

FUND 530 EQUIPMENT SERVICES

UTILITIES DEPARTMENT

FISCAL YEAR 2017-18

2016 Adopted	2017 Adopted	2018 Proposed	JOB TITLE	FY 2018 Proposed
1	1	1	Equipment Services Superintendent	100,078
1	1	1	Service Coordinator	47,676
2	3	3	Lead Mechanic	165,110
3	2	2	Mechanic	98,423
1	1	1	Auto Parts Controller	40,011
0.5	0.5	0.5	Service Worker III	16,112
8.5	**8.5**	**8.5**	**Regular Salaries**	**$467,410**
			Other Salaries & Wages	**18,840**
			Overtime	**20,000**
			Employer Payroll/Other Expenses	**189,678**
			Total Personal Services	**$695,928**

FISCAL YEAR 2017-18
BUDGET DETAIL
EQUIPMENT SERVICES FUND

530.1302.590

	2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED	CHANGE
PERSONAL SERVICES					
510200 REGULAR SALARIES & WAGES	454,861	479,087	479,087	467,410	(11,677)
510300 OTHER SALARIES	10,218	25,340	10,000	18,840	(6,500)
Standby pay $195 x 52 weeks and ASE/EVT certification bonuses per contract					
510400 OVERTIME	40,891	15,000	45,000	20,000	5,000
525010 FICA	38,470	34,898	34,898	31,103	(3,795)
525030 RETIREMENT CONTRIBUTIONS	74,667	69,232	69,232	57,660	(11,572)
525040 LIFE/HEALTH INSURANCE	114,563	102,286	102,286	97,955	(4,331)
525070 EMPLOYEE ALLOWANCES	976	2,960	2,960	2,960	0
TOTAL PERSONAL SERVICES	**$734,645**	**$728,803**	**$743,463**	**$695,928**	**($32,875)**
OPERATING EXPENSES					
530000 OPERATING EXPENDITURES	2,765	3,000	3,000	3,000	0
530010 CITY ADMINISTRATION	107,770	104,560	104,560	112,170	7,610
530070 TOOL ALLOWANCE	2,000	2,000	2,000	2,000	0
531040 OTHER CONTRACTUAL SVCS	20,200	18,300	17,500	18,525	225
FASTER System ($6,625), Trak ($5,700), Mitchell On-Demand ($2,300), etc.					
540000 TRAINING & TRAVEL COSTS	1,053	3,500	2,900	3,500	0
541000 COMMUNICATIONS	821	1,300	500	1,300	0
542100 EQUIP. SERVICES -REPAIRS	10,160	4,500	5,000	4,470	(30)
542110 EQUIP. SERVICES -FUEL	3,936	4,000	2,000	2,500	(1,500)
543010 ELECTRICITY	10,446	13,000	10,000	11,000	(2,000)
543020 WATER, SEWER, GARBAGE	12,396	13,500	18,000	13,500	0
545220 SELF INSURANCE CHARGE	69,670	36,190	36,190	37,770	1,580
546000 REPAIR AND MAINTENANCE	3,206	6,000	6,000	6,000	0
546030 EQUIP. MAINTENANCE	2,038	4,000	3,500	4,000	0
Fire Systems testing and Compressor Maintenance					0
546100 SUBLET REPAIRS	231,154	220,000	220,000	220,000	0
Tranismission, painting, body work, welding and generator maintenace					
549020 TECHNOLOGY SVC CHARGE	25,166	26,110	26,110	22,010	(4,100)
549080 HAZARDOUS WASTE DISPOSAL	2,624	3,000	3,000	3,000	0
551000 OFFICE SUPPLIES	57	500	500	500	0
552000 OPERATING SUPPLIES	175,641	250,000	225,000	240,000	(10,000)
Repair parts for City vehicles and quipment					
552020 FUEL	455,888	682,133	525,000	629,741	(52,392)
Est. 146,595 gallons of gas @ $2.14 per gallon; 99,246 gallons of diesel @ $2.05; +15% plus contingency					
552060 TIRES	32,233	100,000	90,000	90,000	(10,000)
552070 UNIFORMS	3,044	3,500	3,200	3,200	(300)
552080 SHOP SUPPLIES	33,254	9,000	9,000	9,000	0
552090 OTHER CLOTHING	1,200	1,200	1,200	1,350	150
559000 DEPRECIATION	59,834	0	0	0	0
TOTAL OPERATING EXPENSES	**$1,266,556**	**$1,509,293**	**$1,314,160**	**$1,438,536**	**($70,757)**
NON-OPERATING EXPENSES					
560700 VEHICLE	34,545	0	0	0	0
560300 CAPITAL IMPROVEMENTS	15,698	0	0	0	0
560400 MACHINERY & EQUIPMENT	4,620	5,500	5,500	11,800	6,300
TOTAL NON-OPERATING EXPENSES	**$54,863**	**$5,500**	**$5,500**	**$11,800**	**$6,300**
TOTAL EXPENSES	**$2,056,063**	**$2,243,596**	**$2,063,123**	**$2,146,264**	**($97,332)**

This page was left blank intentionally

City of Naples, Florida
Capital Improvements Budget

Program Description

By June 1, in accordance with Chapter 2, Section 691 of the City Code of Ordinances, the City Manager presents City Council with a Five-Year Capital Improvement Program (CIP). This program generally includes items with an expected life of more than 2 years and a project cost of more than $10,000. The CIP is a separate document, available online or in the Finance Department. The summary in the operating budget is less detailed, but identifies the projects specifically budgeted for FY 17-18.

The CIP is used to identify and coordinate the financing and timing of public improvements. The first year of the Five-Year Program, as amended during the budget process, is included in this document. Projects are budgeted by fund and department, but are shown in this section in total for reference purposes.

Although Capital Improvement Projects are those projects with a cost greater than $10,000, the City considers any item with a purchase price greater than $1,000 a fixed asset, in accordance with Florida Statutes 274.02 and Florida Administrative Rule 69-I-73.003 (Recording of Property). Therefore, some items not classified as a capital item in the CIP may be included in capital project line items for tracking purposes due to their cost.

The following funds provide revenue to fund the CIP, either from their own revenue generation, grants, donations and retained earnings or debt:

- Public Service Tax Fund
- Stormwater Fund
- Baker Park
- Streets and Traffic Fund
- Solid Waste Fund
- Community Development Block Grant (CDBG)
- Tennis
- City Dock
- Water & Sewer Fund
- Building Permits Fund
- CRA Fund
- Beach Fund
- Technology Services Fund

2017-18 Significant Budgetary Issues

The capital budget for FY 2017-18 is focused on public safety, water/sewer improvements and recreation. Maintaining the current quality of life and aesthetic appeal of Naples is a priority. Capital projects that maintain existing infrastructure, such as buildings roadways, alleys, landscape, and rights-of-way have also received priority.

The Five-Year Capital Improvement Program represents slightly more than $120.78 million in projects. Capital projects for FY 17-18 total $44.28 million

Public Service Tax Funds

The Public Service Tax Funds are two separate yet intertwined funds that fund capital projects, primarily related to the General Fund Departments.

The **Debt Service Fund** accounts for the City's outstanding debt service on Public Service Tax Revenue Bonds. This fund does not include bond issues for the enterprise funds. Debt service for the enterprise funds is funded through the enterprise funds. After annual debt service obligations have been met, balances in this fund can be transferred to the Capital Improvement Fund to pay for capital expenditures.

The **Capital Improvement Fund** was established to account for capital projects funded by the City's Public Service Taxes.

Public Service Tax - Debt Service Fund (Fund 200)

Revenues

This fund has two primary types of revenue: Public Service Taxes; and a transfer from the Community Redevelopment Agency for its debt service (related to two parking garages and other capital improvements). There is a small amount of interest income.

Public Service Taxes, generated from Electric, Telecommunications, Gas and Propane, are allowed by Florida Statutes and City Code.

Electric Public Service Tax	$3,100,000
Propane Gas	$140,000
Natural Gas	$35,000
Telecommunications	$947,585

The City imposes a 5.22% Communications Services Tax, as allowed by Florida Statute Chapter 202. The City allocates these revenues to:

Public Services Tax Fund	947,585
General Fund	230,000
Streets Fund	825,000
Total	$2,065,585

The amount to the Public Service Tax fund was increased by $300,000 for FY 17-18 to cover the increased needs of capital for the City, decreasing the amount that went to the General Fund.

There is a transfer in from the Community Redevelopment Agency ($991,411) for its share of debt service in this fund.

Expenditures

The majority of the expenditures in this fund are for debt service obligations.

The City of Naples has the following debt and required payments, excluding the Water/Sewer and Stormwater funds' debt, which are reflected separately in those funds:

Type	Amount outstanding	2017-18 payment
Public Service Tax bonds	$2,860,894	$687,514
Redevelopment bonds	$4,125,107	$991,411

After funding the debt service and other costs of this fund, any excess balance may be transferred to the Capital Improvement Fund, as directed by the City's Code of Ordinances. For FY 2017-18, the transfer from the Public Service Tax Debt Service Fund to Public Service Tax - Capital Improvement Fund for capital improvements is

$3,435,000, a $200,000 increase over FY 16-17. This leaves projected unrestricted net assets in this fund of $1.38 million at the end of FY 17-18.

Public Service Tax - Capital Improvement Fund (Fund 340)

Revenues

The Capital Improvement Fund's primary source of funds is the aforementioned $3,435,000 transfer-in from the Debt Service Fund.

This fund will receive $56,122 in assessment payments from the Port Royal Dredging District, which was establish by resolution 11-12978. That assessment will be completed in FY 19-20.

There is a transfer from the Fire Impact Fees of $200,000 to assist in funding the enhancements for the replacement and expansion of Fire Station #1, which is required due to growth in the community and therefore eligible for impact fees.

Expenditures

The City's Capital Improvement Program was presented to City Council earlier this year, and included all items in all funds with an expected cost over $10,000 and a life greater than two years. Most projects are funded from operating funds, such as the Water/Sewer Fund or the Solid Waste Fund. General Fund capital items are typically funded from the Public Service Tax Capital Improvement Fund.

The Public Service Tax Fund CIP was presented to the City Council at a workshop in April. With only two modifications, reducing the parking lot project and the Fleishman Park Project, the revised budget is $5,242,200.

The Public Service Tax fund (the 340 fund) pays a $67,780 Administrative Charge for overhead costs.

All Funds Summary

Refer to the next section for a listing of the projects funded for FY17-18 in all funds. Further details on each project can be found in the Five-Year Capital Improvement Program (CIP), a copy of which is available in the City Clerk's Office and on the City's website.

As part of the City's Capital Improvement process, any expected increase in operating costs are reviewed and included with the Capital Improvement Program. When needed, these operating costs are included in the operating budget. Because the City's projects are primarily replacements or major repairs, few have an operating impact. A summary of any indicated operating costs are shown following the list of projects in the Capital Improvement Program.

The following changes were made to capital projects from the original CIP:

Capital Improvement Budget (continued)

Public Service Tax Fund
The Public Service Tax Fund CIP as presented in June was $5,513,900.

For the proposed budget, the following changes were made:

• Fleischmann Park Improvements-air conditioning portion	($123,000)
• Parking Lot Maintenance-reduction of project	($148,700)
New Total	**$5,242,200**

Stormwater Fund

- City Lake Maintenance and Improvements was increase from $70,000 to $120,000 due to some originally budgeted operating expenses being moved to the project.

Solid Waste Fund

- Moved the Cardboard baler out to FY 19-20, eliminating the $25,000 in FY 17-18.

Utilities Fund

- Sewer Improvements (Special Assessment Area 4 & 5) increased from $6,000,000 to $7,200,000 for FY 17-18.
- Removed Filter 3 Rehabilitations for $750,000

Baker Park Fund

- Construction and Development increased from $12,550,000 to $14,446,984 for FY17-18.

PUBLIC SERVICE TAX
DEBT SERVICE FUND
FINANCIAL SUMMARY
FISCAL YEAR 2017-18

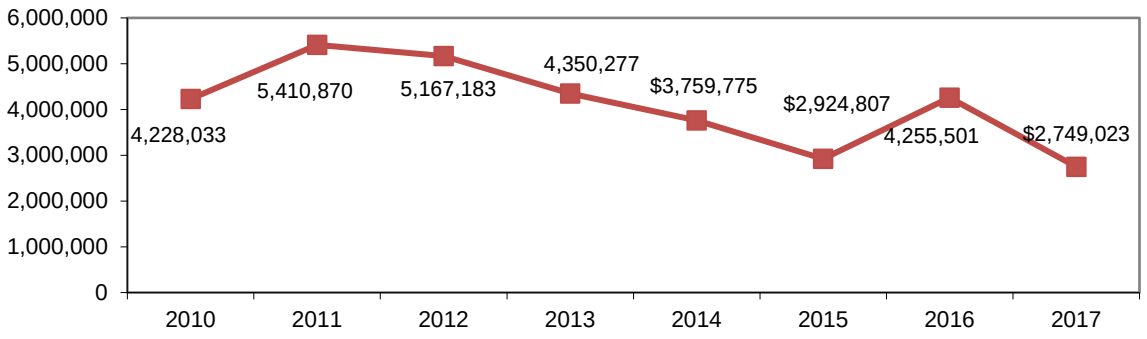
Fund 200			
Beginning Fund Balance - Unrestricted September 30, 2016			1,422,476
	Projected Revenues FY 2016-17		4,849,060
	Projected Expenditures FY 2016-17		4,958,827
	Net Increase/(Decrease) in Net Unrestricted Assets		**(109,767)**
Expected Unrestricted Net Assets as of September 30, 2017			**$1,312,709**
ADD:	**BUDGETED REVENUES:**		
	Public Service Taxes		
	Electric (FPL)	3,100,000	
	Propane Gas	140,000	
	Natural Gas	35,000	
	Local Telecommunication Tax	947,585	
	Interest Earned	7,020	
	Transfer - CRA Bonds	991,411	5,221,016
TOTAL AVAILABLE RESOURCES			**$6,533,725**
LESS:	**BUDGETED EXPENDITURES:**		
	Public Service Tax Debt Service	687,514	
	CRA Debt Service	991,411	
	General Fund Admin. Reimbursement	40,030	
	Transfer to Capital Projects Fund	***3,435,000***	5,153,955
BUDGETED CASH FLOW			**$67,061**
Projected Unrestricted Net Assets as of September 30, 2018			**$1,379,770**

PUBLIC SERVICE TAX
CAPITAL PROJECTS FUND
FINANCIAL SUMMARY
FISCAL YEAR 2017-18

Fund 340

Beginning Fund Balance - Unrestricted September 30, 2016		**$2,924,807**
Projected Revenues FY 2016-17		**5,699,000**
Projected Expenditures FY 2016-17		**4,368,306**
Net Increase/(Decrease) in Net Assets		**1,330,694**
Expected Fund Balance as of September 30, 2017		**$4,255,501**
Add Fiscal Year 2017-18 Budgeted Revenues		
Transfer - Public Service Tax	***$3,435,000***	
Interest Earned	72,380	
Impact Fees	200,000	
Surplus property	40,000	
Interfund Loan Repayment (Port Royal)	56,122	3,803,502
TOTAL AVAILABLE RESOURCES		**$8,059,003**
Less Fiscal Year 2017-18 Budgeted Expenditures		
Capital Projects	5,242,200	
General Fund Admin. Reimbursement	67,780	
		5,309,980
BUDGETED CASH FLOW		**(1,506,478)**
Projected Fund Balance as of September 30, 2018		**$2,749,023**

Fund Balance Trend



PUBLIC SERVICE TAX FUNDS
FUND 200 & 340 COMBINED REVENUE SUMMARY

	2016 ACTUAL	2017 ADOPTED	2017 ESTIMATED	2018 PROPOSED
Ad Valorem Proceeds	11	0	14	0
Electric Public Service Tax	3,067,245	3,100,000	2,984,000	3,100,000
Propane/Gas Public Service Tax	109,951	130,000	135,000	140,000
Natural Gas Tax	37,089	45,000	35,000	35,000
Local Communications	697,585	697,585	697,585	947,585
Interest Income	7,160	100	7,000	7,020
Sale of Fixed Assets	94,405	60,000	60,000	40,000
Other Interest Income	52,152	35,126	52,000	72,380
Impact Fees or Transfers In	238,188	2,338,000	2,338,000	200,000
Interfund Loan Transfers	14,000	14,000	14,000	56,122
Transfer Public Service Tax	3,000,000	3,235,000	3,235,000	3,435,000
Transfer CRA Bonds	963,389	990,461	990,461	991,411
COMBINED REVENUES	**$8,281,175**	**$10,645,272**	**$10,548,060**	**$9,024,518**
SOURCE: Fund 200	4,882,430	4,963,146	4,849,060	5,221,016
SOURCE: Fund 340	3,398,745	5,682,126	5,699,000	3,803,502
Combined Revenues	$8,281,175	$10,645,272	$10,548,060	$9,024,518

Munis 200 4,963,146

CAPITAL PROJECTS - PUBLIC SERVICE TAX FUND
FISCAL YEARS 2018-22

CIP NUMBER	PROJECT DESCRIPTION	REQUEST 2017-18	2018-19	2019-20	2020-21	2021-22
ADMINISTRATION DEPARTMENTS						
18A08	City View Software/Planning	55,200	0	0	0	0
	Accounting/Budget Software	0	0	20,000	0	0
	Code/Dock Master Vehicle Replacement	0	0	0	0	0
TOTAL ADMINISTRATION		**55,200**	**0**	**20,000**	**0**	**0**
POLICE DEPARTMENT						
18H04	Portable Radio Lifecycle Replacement (20)	71,000	71,000	71,000	71,000	71,000
18H01	Marked Vehicle Replacement (2)	103,200	309,600	309,600	309,600	309,600
18H03	Unmarked Police Vehicle Replacement (1)	41,000	36,000	36,000	36,000	36,000
18H31	Crime Scene Vehicle Replacement (1)	80,000	0	0	0	0
18H32	Marine Vessel Replacement (1)	160,000	0	75,000	0	0
18H33	Motorcycle Replacement (2)	67,000	0	0	0	0
18H15	Property/Evidence Furniture/Flooring Replacement	15,000	0	0	0	0
18H34	3D Crime Scene Mapping Equipment/Software	87,000	0	0	0	0
18H35	Police Interactive Monitors (2)	20,000	0	0	0	0
18H36	Police Notebook Replacements (MDT's)	55,000	0	0	0	55,000
	City License Plate Recognition Solution	0	0	0	0	0
	Taser Replacement	0	33,600	40,535	40,535	0
	Marine Outboard Motor Replacement	0	0	49,000	49,000	0
	Armored Rescue Vehicle Replacement (1)	0	0	0	0	0
	Property/Inventory Van Replacement (1)	0	0	0	0	0
	Property/Evidence Locker/Storage Replacement	0	0	0	0	0
	Hard Body Armor (40 units)	0	0	0	0	0
TOTAL POLICE DEPARTMENT		**699,200**	**450,200**	**581,135**	**506,135**	**471,600**
FIRE AND RESCUE DEPARTMENT						
15E15	Fire Station Design and Construction	2,860,000	2,755,000	0	0	0
16E22	Fire Station No. 2 Renovation	300,000	350,000	0	0	0
18E11	Portable Radios	35,000	0	0	0	0
18E23	Special Event Response Vehicle (SERV 2)	40,000	0	0	0	0
	Refurbishment of Engine #1 and Tower #2	0	0	0	0	0
	Fiber Optics installation to FS#3	0	0	0	0	0
	Extrication Equipment	0	40,000	0	0	0
	Multimedia and AV equipment for EOC	0	0	175,000	0	0
	Opticom Traffic Preemption	0	55,000	0	0	0
	Fire Notebook Replacements	0	0	45,000	0	0
	Cylinders for SCBA	0	0	30,000	30,000	0
	Fitness Equipment for Wellness Program	0	0	50,000	0	0
	Bunker Gear Replacement	0	0	60,000	60,000	60,000
	Training Tower	0	0	150,000	150,000	0
	Heart Monitors	0	0	210,000	0	0
	Diesel Exhaust Source Capture System	0	0	90,000	0	0
	Emergency Call Stations with AED Access	0	0	100,000	100,000	0
	Cert of Public Necessity/Conv Study	0	0	35,000	0	0
	Self Contained Breathing Apparatus	0	0	90,000	0	90,000
	Engine Co. 1 - Fully Equipped (Repl.)	0	0	0	750,000	0
	Training Center Renovations	0	0	0	20,000	20,000
	Lucas II Chest Compression Devices	0	0	0	48,000	48,000
	New Mobile Air Trailer	0	0	0	0	90,000
	CCEMS area upgrades at Fire Station #2	0	0	0	0	110,000
	EPIC Voice Amplifier	0	0	0	0	15,000

CAPITAL PROJECTS - PUBLIC SERVICE TAX FUND
FISCAL YEARS 2018-22

CIP	PROJECT	REQUEST				
	Special Operations Response Vehicle	0	0	0	0	80,000
	Special Operations Trailers	0	0	0	0	150,000
	Multi-Force Training Doors	0	0	0	0	18,500
	Hazardous Identification Devices	0	0	0	0	125,000
	Live Fire Burn Trailer	0	0	0	0	155,000
TOTAL FIRE RESCUE		**3,235,000**	**3,200,000**	**1,035,000**	**1,158,000**	**961,500**
Landscaping/Parks & Parkways Continuing and New Projects						
18F03	Tree Fill In and Replacement Program	300,000	300,000	300,000	150,000	150,000
18F32	Landscape Median Restoration	75,000	75,000	75,000	75,000	75,000
18F01	Vehicle Replacement (2) - Pk/Pkwys	72,500	0	0	0	0
18F02	Small Equipment Replacement - Pk/Pkwys	55,300	0	0	0	0
Recreation Facilities Continuing and New Projects						
18G08	Vehicle Replacement (1) - Recreation	50,000	0	50,000	0	0
18G09	Fleischmann Park Improvements Projects	30,000	30,000	0	0	0
18G23	Skate Park Wooden Ramp Replacement and Renovation	50,000	70,000	50,000	25,000	25,000
18G24	River Park Improvements	30,000	80,000	90,000	15,000	0
18G25	Norris Center Improvements	190,000	15,000	20,000	0	0
18G26	Seagate Park Improvements	50,000	75,000	150,000	0	0
	Anthony Park Master Plan Development	0	50,000	1,500,000	1,500,000	0
	Cambier & Fleischmann Pk Design Development	0	225,000	500,000	500,000	500,000
	River Park Aquatic Center - Storage Area	0	20,000	0	0	0
	Naples Preserve Kitchen and Bathroom Renovation	0	25,000	0	0	0
City Facilities Continuing and New Projects						
18I22	Parking Lot Maintenance	60,000	0	150,000	60,000	0
18I05	Vehicle(s) Replacement - Facilities (2)	65,000	0	0	0	0
18I01	City Hall Improvements	225,000	80,000	80,000	80,000	80,000
18I20	Naples Landing – Ramp and Dock Renovation	0	325,000	75,000	0	0
	Police-Fire Administration Building - Facility Improv.	0	0	0	0	0
	Facility Painting (interior and exterior)	0	50,000	50,000	50,000	50,000
TOTAL COMMUNITY SERVICES DEPARTMENT		**1,252,800**	**1,420,000**	**3,090,000**	**2,455,000**	**880,000**
TOTAL PUBLIC SERVICE TAX		**5,242,200**	**5,070,200**	**4,726,135**	**4,119,135**	**2,313,100**

CITY OF NAPLES
FIVE YEAR CAPITAL IMPROVEMENT PROJECTS OVERVIEW
ALL FUNDS

	Amended Budget 2016-17	Request 2017-18	2018-19	2019-20	2020-21	2021-22
Public Service Tax/Capital Projects Fund						
Administrative Departments	28,000	55,200	0	20,000	0	0
Police Department	986,550	699,200	450,200	581,135	506,135	471,600
Fire and Rescue Department	1,303,707	3,235,000	3,200,000	1,035,000	1,158,000	961,500
Community Services Department	1,566,800	1,252,800	1,420,000	3,090,000	2,455,000	880,000
Public Service Tax Fund Subtotal	**3,885,057**	**5,242,200**	**5,070,200**	**4,726,135**	**4,119,135**	**2,313,100**
Water Sewer Fund	10,307,000	17,940,000	7,983,000	7,535,000	7,695,000	5,965,000
Building Permits Fund	1,236,356	265,000	760,000	30,000	30,000	0
Community Redevelop. Agency (CRA)	1,090,134	1,600,000	2,170,000	2,000,000	0	0
Streets & Traffic Fund	1,530,000	1,182,000	1,115,000	960,000	1,190,000	965,000
Solid Waste Fund	349,000	497,000	732,000	607,000	432,000	652,000
Stormwater Fund	2,389,300	2,502,000	2,555,000	10,150,000	950,000	2,450,000
Tennis Fund	50,000	69,500	100,000	100,000	0	0
Beach Fund	184,500	359,000	149,000	64,000	327,000	229,000
Baker Park Fund	5,596,160	14,446,984	0	0	0	0
Technology Services Fund	440,000	0	320,000	85,000	500,000	0
Equipment Services	0	0	80,000	50,000	100,000	50,000
East Naples Bay Dredging	0	0	0	0	1,000,000	0
Community Development Block Grant	166,930	175,000	0	0	0	0
TOTAL ALL CAPITAL PROJECTS	**27,224,437**	**44,278,684**	**21,034,200**	**26,307,135**	**16,343,135**	**12,624,100**

Five Year Total	$ 120,587,254

The above list shows, by funding source, the projected Five Year Capital Improvement Program. For reference, the current budget of FY 16-17 is provided.

CAPITAL PROJECTS - ALL FUNDS
FISCAL YEARS 2018-2022

	PROJECT DESCRIPTION	REQUEST 2017-18	2018-19	2019-20	2020-21	2021-22
ADMINISTRATION DEPARTMENTS						
18A08	City View Software/Planning	55,200	0	0	0	0
	Accounting/Budget Software	0	0	20,000	0	0
TOTAL ADMINISTRATION		**55,200**	**0**	**20,000**	**0**	**0**
POLICE SERVICES						
18H04	Portable Radio Lifecycle Replacement (20)	71,000	71,000	71,000	71,000	71,000
18H01	Marked Vehicle Replacement (2)	103,200	309,600	309,600	309,600	309,600
18H03	Unmarked Police Vehicle Replacement (1)	41,000	36,000	36,000	36,000	36,000
18H31	Crime Scene Vehicle Replacement (1)	80,000	0	0	0	0
18H32	Marine Vessel Replacement (1)	160,000	0	75,000	0	0
18H33	Motorcycle Replacement (2)	67,000	0	0	0	0
18H15	Property/Evidence Furniture/Flooring Replacement	15,000	0	0	0	0
18H34	3D Crime Scene Mapping Equipment/Software	87,000	0	0	0	0
18H35	Police Interactive Monitors (2)	20,000	0	0	0	0
18H36	Police Notebook Replacements (MDT's)	55,000	0	0	0	55,000
	Taser Replacement	0	33,600	40,535	40,535	0
	Marine Outboard Motor Replacement	0	0	49,000	49,000	0
TOTAL POLICE DEPARTMENT		**699,200**	**450,200**	**581,135**	**506,135**	**471,600**
FIRE AND RESCUE DEPARTMENT						
15E15	Fire Station Design and Construction	2,860,000	2,755,000	0	0	0
16E22	Fire Station No. 2 Renovation	300,000	350,000	0	0	0
18E11	Portable Radios	35,000	0	0	0	0
18E23	Special Event Response Vehicle (SERV 2)	40,000	0	0	0	0
	Extrication Equipment	0	40,000	0	0	0
	Multimedia and AV equipment for EOC	0	0	175,000	0	0
	Opticom Traffic Preemption	0	55,000	0	0	0
	Fire Notebook Replacements	0	0	45,000	0	0
	Cylinders for SCBA	0	0	30,000	30,000	0
	Fitness Equipment for Wellness Program	0	0	50,000	0	0
	Bunker Gear Replacement	0	0	60,000	60,000	60,000
	Training Tower	0	0	150,000	150,000	0
	Heart Monitors	0	0	210,000	0	0
	Diesel Exhaust Source Capture System	0	0	90,000	0	0
	Emergency Call Stations with AED Access	0	0	100,000	100,000	0
	Certificate of Public Necessity Study	0	0	35,000	0	0
	Self Contained Breathing Apparatus	0	0	90,000	0	90,000
	Engine Co. 1 - Fully Equipped (Repl.)	0	0	0	750,000	0
	Training Center Renovations	0	0	0	20,000	20,000
	Lucas II Chest Compression Devices	0	0	0	48,000	48,000
	New Mobile Air Trailer	0	0	0	0	90,000
	CCEMS area upgrades at Fire Station #2	0	0	0	0	110,000
	EPIC Voice Amplifier	0	0	0	0	15,000
	Special Operations Response Vehicle	0	0	0	0	80,000
	Special Operations Trailers	0	0	0	0	150,000
	Multi-Force Training Doors	0	0	0	0	18,500
	Hazardous Identification Devices	0	0	0	0	125,000
	Live Fire Burn Trailer	0	0	0	0	155,000
TOTAL FIRE RESCUE		**3,235,000**	**3,200,000**	**1,035,000**	**1,158,000**	**961,500**

CAPITAL PROJECTS - ALL FUNDS
FISCAL YEARS 2018-2022

PROJECT DESCRIPTION	REQUEST 2017-18	2018-19	2019-20	2020-21	2021-22
COMMUNITY SERVICES DEPARTMENT					
Landscaping/Parks & Parkways Continuing and New Projects					
18F03 Tree Fill In and Replacement Program	300,000	300,000	300,000	150,000	150,000
18F32 Landscape Median Restoration	75,000	75,000	75,000	75,000	75,000
18F01 Vehicle Replacement (2) - Pk/Pkwys	72,500	0	0	0	0
18F02 Small Equipment Replacement - Pk/Pkwys	55,300	0	0	0	0
Recreation Facilities Continuing and New Projects					
18G08 Vehicle Replacement (1) - Recreation	50,000	0	50,000	0	0
18G09 Fleischmann Park Improvements Projects	30,000	30,000	0	0	0
18G23 Skate Park Ramp Replacement and Renovation	50,000	70,000	50,000	25,000	25,000
18G24 River Park Improvements	30,000	80,000	90,000	15,000	0
18G25 Norris Center Improvements	190,000	15,000	20,000	0	0
18G21 Seagate Park Improvements	50,000	75,000	150,000	0	0
Anthony Park Master Plan Development	0	50,000	1,500,000	1,500,000	0
River Park Aquatic Center - Storage Area	0	20,000	0	0	0
Cambier Pk & Fleischmann Pk Design Development	0	225,000	500,000	500,000	500,000
Naples Preserve Kitchen and Bathroom Renovation	0	25,000	0	0	0
City Facilities Continuing and New Projects					
18I22 Parking Lot Sealing	60,000	0	150,000	60,000	0
18I05 Vehicle(s) Replacement - Facilities (2)	65,000	0	0	0	0
18I01 City Hall Improvements	225,000	80,000	80,000	80,000	80,000
Naples Landing – Ramp and Dock Renovation	0	325,000	75,000	0	0
Facility Painting (interior and exterior)	0	50,000	50,000	50,000	50,000
TOTAL COMMUNITY SERVICES DEPARTMENT	**1,252,800**	**1,420,000**	**3,090,000**	**2,455,000**	**880,000**
TOTAL PUBLIC SERVICE TAX	**5,242,200**	**5,070,200**	**4,726,135**	**4,119,135**	**2,313,100**
WATER SEWER FUND					
Water Production					
18K10 Filter Bed Replacement (2 per year)	200,000	200,000	200,000	200,000	200,000
17K14 Accelator Improvements	330,000	330,000	330,000	0	0
18K18 Washwater Transfer Sludge Pumps	30,000	0	30,000	0	30,000
18K19 Slaker Replacement	350,000	0	0	0	
Influent Mag Flow Meter	0	40,000	0	40,000	40,000
Flume Improvements	0	88,000	0	0	0
High Service Pump (HSP) Improvements	0	100,000	100,000	100,000	100,000
Chlorine Scrubber System Replacement	0	150,000	0	0	0
Delroyd Gear Box Rebuilds	0	0	45,000	45,000	45,000
Filter Awnings Replacements	0	0	25,000	120,000	120,000
Anionic Polymer Feed System Replacement	0	0	50,000	0	0
Electrical Upgrades - MCC & Generator Controls	0	0	50,000	400,000	0
Golden Gate Well 426	0	0	0	85,000	600,000
Service Truck Replacement	0	0	0	0	30,000
TOTAL WATER PRODUCTION	**910,000**	**908,000**	**830,000**	**990,000**	**1,165,000**
Water Distribution					
18L02 Water Transmission Mains	3,000,000	3,000,000	3,000,000	3,000,000	2,000,000
18L06 Service Truck Replacement (1)	70,000	70,000	70,000	70,000	70,000
G.G Blvd Expansion (Everglades Blvd to Desoto)	0	250,000	0	0	0
Valve Maintenance Equipment	0	60,000	0	0	0
Traffic Arrow Board Replacement (2)	0	30,000	0	0	0
Insta-Valve Equipment Purchase	0	0	75,000	0	0
Dump Truck Replacement	0	0	0	120,000	0

CAPITAL PROJECTS - ALL FUNDS
FISCAL YEARS 2018-2022

PROJECT DESCRIPTION	REQUEST 2017-18	2018-19	2019-20	2020-21	2021-22
TOTAL WATER DISTRIBUTION	**3,070,000**	**3,410,000**	**3,145,000**	**3,190,000**	**2,070,000**
Wastewater Treatment					
18M07 WWTP Pumps	150,000	150,000	150,000	150,000	150,000
18M25 Infrastructure Repairs	180,000	120,000	100,000	100,000	100,000
18M28 Generator Improvements	60,000	250,000	0	0	0
18M29 Clarifier Improvements	100,000	100,000	150,000	0	0
Service Truck Replacement	0	0	0	30,000	0
SCADA Improvements	0	100,000	0	0	0
Chlorine System Expansion	0	0	100,000	0	0
Belt Filter Press Conveyer Replacement	0	70,000	200,000	100,000	0
Final Treatment Expansion	0	0	0	0	50,000
TOTAL WASTEWATER TREATMENT	**490,000**	**790,000**	**700,000**	**380,000**	**300,000**
Wastewater Collections					
18N04 Replace Sewer Mains, Laterals, etc.	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
18N11 Service Truck Replacement (1)	45,000	70,000	70,000	70,000	70,000
18N13 Vacuum/Pumper Truck Replacement	225,000	0	0	0	0
18N14 Light Tower Replacements (2)	30,000	0	0	0	0
18N15 Cement Sprayer (F/Manhole Rehabs)	80,000	0	0	0	0
17N12 Sewer Improvements (Assessments)	7,200,000	0	0	0	0
Box blade Tractor Replacement	0	55,000	0	0	0
Dump Truck Replacement	0	120,000	0	0	0
Large Truck Awning (Design and Installation)	0	100,000	0	0	0
Combination Jet/Vacuum Truck (Replacement)	0	0	300,000	0	0
High Velocity Jet Truck Replacement	0	0	0	250,000	0
17N10 Dewatering Pump	0	0	0	55,000	0
TOTAL WASTEWATER COLLECTIONS	**8,580,000**	**1,345,000**	**1,370,000**	**1,375,000**	**1,070,000**
Utilities Maintenance					
18X01 Replace/Upgrade Remote Pumping Facilities	300,000	250,000	250,000	150,000	150,000
18X04 Replace Submersible Pumps	150,000	150,000	150,000	150,000	150,000
18X02 Pump Stations Improvements	300,000	300,000	300,000	300,000	300,000
18X07 Power Service Control Panels	300,000	300,000	300,000	300,000	300,000
18X05 Service Truck Replacement (1)	90,000	90,000	90,000	70,000	70,000
18X21 Handheld Radio Replacements	160,000	~~0~~	~~0~~	0	0
18X22 Generator Replacements	150,000	150,000	150,000	150,000	150,000
18X23 Paving of parking areas	240,000	0	0	0	0
Odor Control Systems	0	40,000	0	40,000	40,000
Irrigation System Control Valves	0	50,000	50,000	50,000	0
Telemetry Upgrades/Improvements (Sewer PS)	0	0	0	325,000	0
TOTAL UTILITIES MAINTENANCE	**1,690,000**	**1,330,000**	**1,290,000**	**1,535,000**	**1,160,000**
Utilities/Finance/Customer Service					
Meter Reading Truck Replacement	0	0	0	25,000	0
TOTAL CUSTOMER SERVICE	**0**	**0**	**0**	**25,000**	**0**
IWRP (Integrated Water Resource Plan)					
18K58 Reclaimed Water Distribution System (Phase 5)	3,000,000	0	0	0	0
18K59 Reclaimed Water Transmission Mains	200,000	200,000	200,000	200,000	200,000
TOTAL IWRP	**3,200,000**	**200,000**	**200,000**	**200,000**	**200,000**
TOTAL UTILITIES FUND	**17,940,000**	**7,983,000**	**7,535,000**	**7,695,000**	**5,965,000**

CAPITAL PROJECTS - ALL FUNDS
FISCAL YEARS 2018-2022

	PROJECT DESCRIPTION	REQUEST 2017-18	2018-19	2019-20	2020-21	2021-22
Building Fund						
16B25	Lobby & Building Renovations	200,000	400,000	0	0	0
15B01	Electronic Permitting	65,000	0	0	0	0
	Vehicle Replacement Program	0	60,000	30,000	30,000	0
	Records Storage Room (Station 1)	0	300,000	0	0	0
TOTAL BUILDING FUND		**265,000**	**760,000**	**30,000**	**30,000**	**0**
COMMUNITY REDEVELOPMENT AGENCY-CRA (Fund 180)						
18C14	8th Street S Improvements	1,500,000	1,500,000	0	0	0
	6th Ave Garage (Waterproof, Paint etc.)	100,000	0	0	0	0
	1st Ave S Improvements	0	370,000	2,000,000	0	0
	5th Avenue N Interconnect	0	300,000	0	0	0
TOTAL CRA FUND		**1,600,000**	**2,170,000**	**2,000,000**	**0**	**0**
STREETS & TRAFFIC FUND						
	Annual Pavement Resurfacing Program	600,000	600,000	650,000	650,000	650,000
	Arterial Pavement Resurfacing Program	55,000	0	0	0	0
18U31	Alley Maintenance & Improvements	75,000	75,000	75,000	75,000	75,000
18U29	Pedestrian & Bicycle Master Plan Projects	150,000	150,000	150,000	150,000	150,000
18U21	Citywide ADA Accessibility Improvements	15,000	15,000	15,000	15,000	15,000
18U01	Intersection/Signal System Improvements	70,000	275,000	70,000	300,000	75,000
18U32	Decorative Metal Speed Limit Signs	130,000	0	0	0	0
18U34	Crayton Road Improvements at Whispering Pine	80,000	0	0	0	0
18U33	Pressure Washer (3)	7,000	0	0	0	0
	Brick Crosswalk Enhancements GSBN	0	0	0	0	0
TOTAL STREETS AND TRAFFIC FUND		**1,182,000**	**1,115,000**	**960,000**	**1,190,000**	**965,000**
SOLID WASTE FUND (Fund 450)						
18P21	Satellite Collection Vehicle Replacement	32,000	32,000	32,000	32,000	32,000
18P02	Rebuild Solid Waste Refuse Trucks	100,000	100,000	100,000	100,000	100,000
18P01	Large Refuse Truck Replacements	270,000	270,000	270,000	270,000	270,000
18P22	Handheld Radio Replacements	65,000	0	0	0	0
18P20	Service Vehicle Replacement	30,000	30,000	30,000	30,000	0
18P23	Cardboard Baler		0	25,000	0	0
	Loader Replacement	0	300,000	0	0	0
	Roll-off Truck Replacement	0	0	150,000	0	0
	Large Refuse Truck Wash Station	0	0	0	0	250,000
TOTAL SOLID WASTE FUND		**497,000**	**732,000**	**607,000**	**432,000**	**652,000**
STORMWATER FUND (Fund 470)						
18V02	Citywide Stormwater Improvements	700,000	700,000	700,000	700,000	700,000
18V05	Stormsewer Pipe Lining	150,000	150,000	0	0	0
18V27	Citywide Lake Maint. & Improvements (1)	120,000	1,100,000	75,000	250,000	1,750,000
18V26	Beach Restoration & Outfall Improvement (1)	125,000	125,000	9,000,000	0	0
18V15	Naples Bay Restoration & Water Quality at Cove PS (	1,000,000	0	0	0	0
18V33	Pressure Washer (4)	7,000	0	0	0	0
18V12	Oyster Reef & Seagrass Restoration Project (1) (2)	100,000	100,000	100,000	0	0
18C14	8th Street Stormwater Improvements (3)	300,000	0	0	0	0
	1st Ave South Stormwater Improvements (3)	0	30,000	275,000	0	0
	Street Sweeper Replacement	0	350,000	0	0	0
TOTAL STORMWATER FUND		**2,502,000**	**2,555,000**	**10,150,000**	**950,000**	**2,450,000**

CAPITAL PROJECTS - ALL FUNDS
FISCAL YEARS 2018-2022

PROJECT DESCRIPTION	REQUEST 2017-18	2018-19	2019-20	2020-21	2021-22
TENNIS FUND (Fund 480)					
18G18 Tennis Center Carpet and Doors	11,500	0	0	0	0
18G20 Tennis Court Lighting	40,000	100,000	100,000	0	0
18G21 Maintenance Vehicle	18,000	0	0	0	0
TOTAL TENNIS FUND	**69,500**	**100,000**	**100,000**	**0**	**0**
BEACH FUND (Fund 430)					
18R16 Lowdermilk Pavilion Repair	100,000	50,000	50,000	50,000	50,000
18R15 Beach Maintenance Cart (1)	14,000	14,000	14,000	14,000	14,000
18R20 8th Ave S Beach Park Improvements	200,000	0	0	0	0
18R13 Beach ATV Replacement (1)	15,000	15,000	0	15,000	15,000
18R11 Security Cameras	30,000	0	0	0	0
Beach Specialist ATV Storage Garage	0	70,000	0	0	0
Parking Pay Stations Update	0	0	0	248,000	150,000
TOTAL BEACH FUND	**359,000**	**149,000**	**64,000**	**327,000**	**229,000**
BAKER PARK/SPECIAL PROJECT FUND (Fund 125)					
15A16 Baker Park-Gordon River Bridge Component	0	0	0	0	0
13A03 Baker Park - Construction & Development	14,446,984	0	0	0	0
TOTAL BAKER PARK FUND	**14,446,984**	**0**	**0**	**0**	**0**
TECHNOLOGY FUND (Fund 520)					
Security Camera Project	0	30,000	0	75,000	0
Hyper-V Virtual Host Servers / Networking	0	45,000	0	45,000	0
Storage Area Network	0	95,000	45,000	0	0
Time Clock Replacement	0	0	40,000	0	0
Station 1 Data Center	0	150,000	0	0	0
PC Replacement Program (400)	0	0	0	380,000	0
TOTAL TECHNOLOGY SERVICES FUND	**0**	**320,000**	**85,000**	**500,000**	**0**
EQUIPMENT SERVICES (Fund 530)					
Facility Generator Replacement	0	80,000	0	0	0
Portable Vehicle Lifts	0	0	50,000	50,000	0
Fuel Tracking Software Upgrades (Trak)	0	0	0	50,000	0
Heater Upgrades (Efficient Models)	0	0	0	0	50,000
TOTAL EQUIPMENT SERVICES FUND	**0**	**80,000**	**50,000**	**100,000**	**50,000**
EAST NAPLES BAY					
Rock Removal	0	0	0	1,000,000	0
TOTAL EAST NAPLES BAY FUND	**0**	**0**	**0**	**1,000,000**	**0**
COMMUNITY DEVELOPMENT BLOCK GRANT					
18C60 Anthony Park Restrooms	175,000	0	0	0	0
TOTAL COMMUNITY DEVELOPMENT BLOCK GRANT	**175,000**	**0**	**0**	**0**	**0**
TOTAL ALL CAPITAL PROJECTS	**44,278,684**	**21,034,200**	**26,307,135**	**16,343,135**	**12,624,100**

Capital Projects - All Funds
Operating Budget Impact
Fiscal Year 2017-18 and beyond

		Impact in 2017-18	Comment
ADMINISTRATION DEPARTMENTS			
18A08	City View Software/Planning	10,860	Annual maintenance subscription fee
POLICE SERVICES			
18H04	Portable Radio Lifecycle Replacement (20)	0	Replacement - no impact on operating budget
18H01	Marked Vehicle Replacement (2)	0	Replacement - no impact on operating budget
18H03	Unmarked Police Vehicle Replacement (1)	0	Replacement - no impact on operating budget
18H31	Crime Scene Vehicle Replacement (1)	0	Replacement - no impact on operating budget
18H32	Marine Vessel Replacement (1)	0	Replacement - no impact on operating budget
18H33	Motorcycle Replacement (2)	0	Replacement - no impact on operating budget
18H15	Property/Evidence Furniture/Flooring	0	Replacement - no impact on operating budget
18H34	3D Crime Scene Mapping Equipment/Software	0	Annual maintenance subscription fee of $5,710 staring in 2019
18H35	Police Interactive Monitors (2)	0	Annual maintenance subscription fee of $1,200 staring in 2019
18H36	Police Notebook Replacements (MDT's)	0	Replacement - no impact on operating budget
FIRE AND RESCUE DEPARTMENT			
15E15	Fire Station Design and Construction	0	Building Replacement - added space may cost $15,000 more per year
16E22	Fire Station No. 2 Renovation	0	Upgrades may cost $1,000 more per year in electricity
18E11	Portable Radios	0	Replacement - no impact on operating budget
18E23	Special Event Response Vehicle (SERV 2)	1,000	Additional vehicle - $1,000 more per year in maintenance
COMMUNITY SERVICES DEPARTMENT			
18F03	Tree Fill In and Replacement Program	$7,000	Annual maintenance of trees
18F32	Landscape Median Restoration	0	Not yet determined
18F01	Vehicle Replacement (2) - Pk/Pkwys	0	Replacement - no impact on operating budget
18F02	Small Equipment Replacement - Pk/Pkwys	0	Replacement - no impact on operating budget
18G08	Vehicle Replacement (1) - Recreation	0	Replacement - no impact on operating budget
18G09	Fleischmann Park Improvements Projects	0	Replacement - no impact on operating budget
18G23	Skate Park Ramp Replacement and Renovation	0	Replacement - no impact on operating budget
18G24	River Park Improvements	0	Replacement - no impact on operating budget
18G25	Norris Center Improvements	0	Replacement - no impact on operating budget
18G21	Seagate Park Improvements	0	Replacement - no impact on operating budget
18I22	Parking Lot Sealing	0	No impact on operating budget
18I05	Vehicle(s) Replacement - Facilities (2)	0	Replacement - no impact on operating budget
18I01	City Hall Improvements	0	No impact on operating budget
WATER SEWER FUND			
Water Production			
18K10	Filter Bed Replacement (2 per year)	0	Replacement - no impact on operating budget
17K14	Accelator Improvements	0	Replacement - no impact on operating budget
18K18	Washwater Transfer Sludge Pumps	0	Replacement - no impact on operating budget
18K19	Slaker Replacement	0	Replacement - no impact on operating budget
Water Distribution			
18L02	Water Transmission Mains	0	No impact on operating budget
18L06	Service Truck Replacement (1)	0	Replacement - no impact on operating budget
Wastewater Treatment			
18M07	WWTP Pumps	0	No impact on operating budget
18M25	Infrastructure Repairs	0	No impact on operating budget
18M28	Generator Improvements	0	No impact on operating budget
18M29	Clarifier Improvements	0	No impact on operating budget
Wastewater Collections			
18N04	Replace Sewer Mains, Laterals, etc.	0	Replacement - no impact on operating budget
18N11	Service Truck Replacement (1)	0	Replacement - no impact on operating budget
18N13	Vacuum/Pumper Truck Replacement	0	Replacement - no impact on operating budget
18N14	Light Tower Replacements (2)	0	Replacement - no impact on operating budget
18N15	Cement Sprayer (F/Manhole Rehabs)	0	Replacement - no impact on operating budget
17N12	Sewer Improvements (Assessments)	0	Impact not yet determined, but offset by sewer revenue
Utilities Maintenance			
18X01	Replace/Upgrade Remote Pumping Facilities	0	Replacement - no impact on operating budget
18X04	Replace Submersible Pumps	0	Replacement - no impact on operating budget

Capital Projects - All Funds
Operating Budget Impact
Fiscal Year 2017-18 and beyond

		Impact in 2017-18	Comment
18X02	Pump Stations Improvements	0	Replacement - no impact on operating budget
18X07	Power Service Control Panels	0	Replacement - no impact on operating budget
18X05	Service Truck Replacement (1)	0	Replacement - no impact on operating budget
18X21	Handheld Radio Replacements	0	Replacement - no impact on operating budget
18X22	Generator Replacements	0	Replacement - no impact on operating budget
18X23	Paving of parking areas	0	No impact on operating budget
IWRP (Integrated Water Resource Plan)			
18K58	Reclaimed Water Distribution System (Phase 5)	0	Impact not yet determined, but offset by reclaimed revenue
18K59	Reclaimed Water Transmission Mains	0	Impact not yet determined, but offset by reclaimed revenue
Building Fund			
16B25	Lobby & Building Renovations	(50,000)	FY17-18 will result in a significant reduction in water consumption
15B01	Electronic Permitting	152,730	Annual software maintenance and subscription cost
COMMUNITY REDEVELOPMENT AGENCY-CRA (Fund 180)			
18C14	8th Street S Improvements	0	Impact not yet determined, but will be related to tree maintenance
STREETS & TRAFFIC FUND			
	Annual Pavement Resurfacing Program	0	Replacement - no impact on operating budget
	Arterial Pavement Resurfacing Program	0	Replacement - no impact on operating budget
18U31	Alley Maintenance & Improvements	0	No impact on operating budget
18U29	Pedestrian & Bicycle Master Plan Projects	0	No impact on operating budget
18U21	Citywide ADA Accessibility Improvements	0	No impact on operating budget
18U01	Intersection/Signal System Improvements	0	No impact on operating budget
18U32	Decorative Metal Speed Limit Signs	0	No impact on operating budget
18U34	Crayton Road Improvements at Whispering Pine	0	No impact on operating budget
18U33	Pressure Washer (3)	0	Replacement - no impact on operating budget
SOLID WASTE FUND (Fund 450)			
18P21	Satellite Collection Vehicle Replacement	0	Replacement - no impact on operating budget
18P02	Rebuild Solid Waste Refuse Trucks	0	No impact on operating budget
18P01	Large Refuse Truck Replacements	0	Replacement - no impact on operating budget
18P22	Handheld Radio Replacements	0	Replacement - no impact on operating budget
18P20	Service Vehicle Replacement	0	Replacement - no impact on operating budget
STORMWATER FUND (Fund 470)			
18V02	Citywide Stormwater Improvements	0	No impact on operating budget
18V05	Stormsewer Pipe Lining	0	No impact on operating budget
18V27	Citywide Lake Maint. & Improvements (1)	0	No impact on operating budget
18V26	Beach Restoration & Outfall Improvement (1)	0	No impact on operating budget
18V15	Naples Bay Restoration & Water Quality at Cove	0	No impact on operating budget
18V33	Pressure Washer (4)	0	Replacement - no impact on operating budget
18V12	Oyster Reef & Seagrass Restoration Project (1) (2	0	No impact on operating budget
18C14	8th Street Stormwater Improvements (3)	0	No impact on operating budget
TENNIS FUND (Fund 480)			
18G18	Tennis Center Carpet and Doors	0	Replacement - no impact on operating budget
18G20	Tennis Court Lighting	0	Replacement - no impact on operating budget
18G21	Maintenance Vehicle	0	Replacement - no impact on operating budget
BEACH FUND (Fund 430)			
18R16	Lowdermilk Pavilion Repair	0	Replacement - no impact on operating budget
18R15	Beach Maintenance Cart (1)	0	Replacement - no impact on operating budget
18R20	8th Ave S Beach Park Improvements	0	Replacement - no impact on operating budget
18R13	Beach ATV Replacement (1)	0	Replacement - no impact on operating budget
18R11	Security Cameras	600	Power and telecommunications annual cost
BAKER PARK/SPECIAL PROJECT FUND (Fund 125)			
13A03	Baker Park - Construction & Development	0	Future years will be $200,000 annually
COMMUNITY DEVELOPMENT BLOCK GRANT			
18C60	Anthony Park Restrooms	5,000	Water, electricity and supplies

COMMUNITY DEVELOPMENT BLOCK GRANT
FINANCIAL SUMMARY
Fiscal Year 2017-18

Beginning Balance - Fund Balance as of September 30, 2016		**$74,852**
Projected Revenues FY 2016-17		176,930
Projected Expenditures FY 2016-17		166,930
Net Increase/(Decrease) in Net Unrestricted Assets		10,000
Expected Fund Balance as of September 30, 2017		**$84,852**
Add Fiscal Year 2017-18 Budgeted Revenues		
CDBG Entitlement Funds	$100,000	$100,000
TOTAL AVAILABLE RESOURCES		**184,852**
Less Fiscal Year 2017-18 Budgeted Expenditures		
Improvements Other than Buildings	$175,000	$175,000
BUDGETED CASH FLOW		**(75,000)**
Projected Fund Balance as of September 30, 2018		**$9,852**

Community Development Block Grant (CDBG)

Mission Statement:
To provide administration of Community Development Block Grant (CDBG) funding in a manner that best meets the City's needs in full compliance with all Federal requirements.

Fund Description

The CDBG Program is a federally funded grant program designed to help communities with their greatest community development needs. All projects must be designed to principally benefit low and moderate-income families. The program was established by the Federal Housing and Community Development Act of 1974 (42 USC 5301) and is administered nationally by the U.S. Department of Housing and Urban Development (US HUD).

In 2006, the City of Naples entered into a cooperative agreement with Collier County to continue entitlement status for receiving CDBG Entitlement program funding from US HUD. The Entitlement program provides annual grants on a formula basis to entitled communities to carry out a wide range of community development activities directed toward neighborhood revitalization, economic development, and improved community facilities and services.

Each year, City departments participate in a discussion to determine what projects are the best-suited for that years' CDBG grant. The annual funding is subsequently managed by the project manager.

2017-18 Significant Budgetary Issues

Revenues

The primary revenue in this fund is the City's share of the grant allocation from the United States Department of Housing and Urban Development under the Community Development Block Grant (CDBG) Entitlement Program. On April 27, 2017, the City received a letter from Collier County confirming that the City's recommendation for funding for the Anthony Park Restroom Project was conditionally approved. The funds will be available after October 1.

In addition to the CDBG revenue, there is a $10,000 annual payment from Jasmine Cay. In 1993, the City entered into an agreement with Robb, Dering & Associates to build Jasmine Cay Affordable Housing. In return for a donation of the City owned property, they agreed to pay $10,000 per year for 50 years. This revenue is treated as a local contribution and there are no Federal guidelines regarding its disposition. This has been reserved for several years, and with an $85,000 fund balance expected at year end, $75,000 will be appropriated to complete the funding for the Anthony Park Restroom project, if the HUD/CDBG funds are not increased.

CDBG (continued)

Expenditures

The following chart shows the current, proposed and historical CDBG projects.

FISCAL YEAR	PROGRAMMED PROJECTS	STATUS	FUNDING AMOUNT
FY2001	Completion of River Park Center	Completed	149,000
FY2002	N/A		0
FY 2003	Installation of Street Lighting	Completed	141,000
FY 2004	Stormwater Repair / Street	Completed	137,000
FY 2005	Street and Drainage Improvements	Completed	129,135
FY 2006	Fun Time Playground / Cameras	Completed	116,079
FY 2007	River Park Community Center Sound Baffles	Completed	111,802
FY 2008	5th Ave. North Improvements (North Side)	Completed	115,849
FY 2009*	Cambridge Perry Park	Completed	112,005
FY 2009 ARRA	Anthony Landscaping / Moved to Sidewalk	Eliminated	0
FY 2009 ARRA	3rd Ave. North Sidewalk	Completed	30,365
FY 2010	Anthony Landscaping	Completed	120,434
FY2011	5th Ave. North Improvements (South Side)	Completed	101,356
FY2012	Land Purchase / Moved to Play Structure	Eliminated	0
FY 2012	Playground Play Structure	In Process	105,835
FY 2012	Carver Apartments Stormwater/Alt Funding	In Process	56,000
FY2013	Traffic Safety - 5th Ave. North & Goodlette	In Process	30,959
FY2013	Traffic Safety - Central Ave. & Goodlette	In Process	49,500
FY 2017	Sidewalk Improvements River Park	Pending	166,930
FY 2018	Anthony Park Restrooms	Proposed	175,000
	TOTAL - ALL YEARS		$ 1,848,249

FISCAL YEAR 2017-18
BUDGET DETAIL
COMMUNITY DEVELOPMENT BLOCK GRANT

130.0917-519	ACCOUNT DESCRIPTION	15-16 ACTUAL	16-17 ADOPTED BUDGET	16-17 ESTIMATED ACTUAL	17-18 PROPOSED BUDGET	CHANGE
NON-OPERATING EXPENSES						
60-30	IMPROVEMENTS O/T BUILDINGS	326,121	166,930	166,930	175,000	8,070
	FY17 is for Sidewalk improvements near 5th Ave N. FY18 is for Anthony Park Restrooms					
	TOTAL NON-OPERATING EXPENSES	**326,121**	**166,930**	**166,930**	**175,000**	**8,070**
	TOTAL EXPENSES	**$326,121**	**$166,930**	**$166,930**	**$175,000**	**$8,070**

CITY OF NAPLES

COMBINED DEBT SERVICE SCHEDULE
ALL FINANCING SOURCES

Year Ending 9/30	Principal	Interest	Total Requirement
2017	$4,448,916	441,153	$4,890,069
2018	$4,526,674	364,608	$4,891,282
2019	$2,857,971	306,973	$3,164,944
2020	$2,916,506	255,998	$3,172,504
2021	$3,050,471	203,266	$3,253,737
2022	$1,475,125	156,979	$1,632,104
2023	$984,909	130,944	$1,115,852
2024	$1,011,528	105,420	$1,116,948
2025	$1,036,185	79,206	$1,115,391
2026	$990,000	52,352	$1,042,352
2027	$1,016,000	26,515	$1,042,515
Total	**$24,314,285**	**$2,123,413**	**$26,437,698**

Includes

Public Utilities Refunding Revenue Bond (Series 2013)
Capital Improvement Refunding Revenue Note (Series 2013)
Water Sewer (Series 2012 A & B)
Bembury Special Assessment Note (2015)

CITY OF NAPLES
PUBLIC SERVICE TAX REVENUE NOTE, SERIES 2013

Authorized and Issued: $14,000,000
Dated: February 27, 2013
Final Maturity: December 1, 2021
Principal and Interest Payment: Monthly
Interest Rate: 1.42%
Revenue Pledged: Non-Ad Valorem Revenues

Public Service Tax Portion	Principal	Interest		Total Payment	Balance Remaining
FY 2016-17	641,305	45,551	$	686,856	2,860,894
FY 2017-18	651,134	36,380	$	687,514	2,209,760
FY 2018-19	653,181	27,131	$	680,312	1,556,578
FY 2019-20	665,467	17,767	$	683,234	891,111
FY 2020-21	708,466	8,118	$	716,585	182,645
FY 2021-22	182,645	439	$	183,084	(0)
CRA Portion					
FY 2016-17	924,695	65,766	$	990,461	4,125,107
FY 2017-18	938,866	52,545	$	991,411	3,186,240
FY 2018-19	941,819	39,174	$	980,993	2,244,422
FY 2019-20	959,533	25,651	$	985,184	1,284,889
FY 2020-21	1,021,534	11,736	$	1,033,270	263,355
FY 2021-22	263,355	633	$	263,988	0
	8,552,000	330,891		8,882,891	

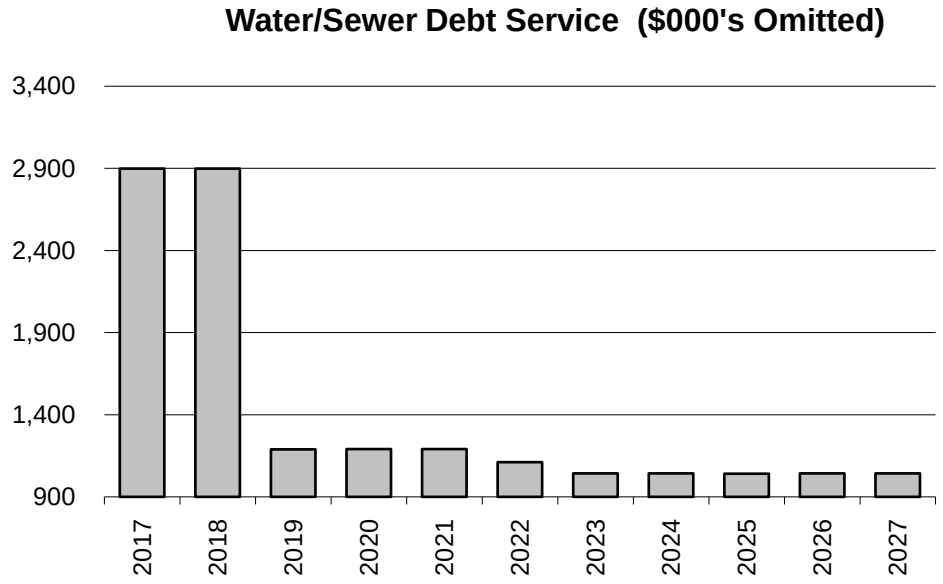
Total Balance Remaining at 9/30/2017 **$ 6,986,000**

CITY OF NAPLES

WATER & SEWER FUND
COMBINED DEBT SERVICE SCHEDULE

Year Ending 9/30	Principal	Interest	Total Requirement
2017	2,597,259	301,741	2,899,000
2018	2,646,515	252,040	2,898,555
2019	968,285	221,551	1,189,836
2020	992,203	198,065	1,190,268
2021	1,016,112	173,979	1,190,091
2022	961,799	149,351	1,111,150
2023	916,000	125,971	1,041,971
2024	941,000	102,066	1,043,066
2025	964,000	77,509	1,041,509
2026	990,000	52,352	1,042,352
2027	1,016,000	26,515	1,042,515
Total	**$14,009,173**	**$1,681,141**	**$15,690,314**

This includes: 2012 Water and Sewer Series A and Series B and Series 2013



CITY OF NAPLES

WATER AND SEWER REVENUE BONDS - SERIES 2012A

Type: Revenue Bonds
Authorized and Issued: $8,324,000
Dated: March 6, 2012
Final Maturity: September 1, 2027
Principal Payment: September 1
Interest Payment: September 1, March 1
Interest Rate: 2.65%
Revenue Pledged: Net Revenues of Water and Sewer Systems

Year Ending 9/30	Principal	Interest	Total Requirement	Balance Remaining
2017	496,000	165,360	661,360	$5,744,000
2018	509,000	152,216	661,216	$5,235,000
2019	523,000	138,728	661,728	$4,712,000
2020	537,000	124,868	661,868	$4,175,000
2021	551,000	110,638	661,638	$3,624,000
2022	565,000	96,036	661,036	$3,059,000
2023	580,000	81,064	661,064	$2,479,000
2024	596,000	65,694	661,694	$1,883,000
2025	611,000	49,900	660,900	$1,272,000
2026	628,000	33,708	661,708	$644,000
2027	644,000	17,066	661,066	$0
Total	**$6,240,000**	**$1,035,276**	**$7,275,276**	

Purpose: refunding of Series 2007A Bank Loan

CITY OF NAPLES

WATER AND SEWER REVENUE BONDS - SERIES 2012B

Type: Revenue Bonds
Authorized and Issued: $4,835,000
Dated: March 6, 2012
Final Maturity: September 1, 2027
Principal Payment: September 1
Interest Payment: September 1, March 1
Interest Rate: 2.54%
Revenue Pledged: Net Revenues of Water and Sewer Systems

Year Ending 9/30	Principal	Interest	Total Requirement	Balance Remaining
2017	289,000	91,872	380,872	3,328,000
2018	296,000	84,531	380,531	3,032,000
2019	304,000	77,013	381,013	2,728,000
2020	312,000	69,291	381,291	2,416,000
2021	320,000	61,366	381,366	2,096,000
2022	328,000	53,238	381,238	1,768,000
2023	336,000	44,907	380,907	1,432,000
2024	345,000	36,373	381,373	1,087,000
2025	353,000	27,610	380,610	734,000
2026	362,000	18,644	380,644	372,000
2027	372,000	9,449	381,449	0
Total	**$3,617,000**	**$574,294**	**$4,191,294**	**$18,993,000**

Purpose: Refunding of Series 2007B Bank Loan

CITY OF NAPLES

2013 Utility Refunding

Refunding of All SRF loans
Original Issue $12,225,534.68
Amount Outstanding - September 30, 2014 : $9,307,430
Date of Issue: February 27, 2013
Final Maturity: October 30, 2021
Interest Rate: 1.34%

Year	Stormwater Principal	Water/Sewer Principal	Stormwater Interest	Water/Sewer Interest	Total Payment	Balance Remaining
2016-17	225,713	1,812,259	$14,158	44,509	2,096,639.00	$ 3,274,222
2017-18	228,806	1,841,515	$11,114	15,293	2,096,728.00	$ 1,203,901
2018-19	231,891	141,285	$8,030	5,811	387,017.00	$ 830,725
2019-20	235,033	143,203	$4,903	3,906	387,045.00	$ 452,489
2020-21	238,578	145,112	$1,332	1,975	386,997.00	$ 68,799
2021-22	-	68,799	$0	77	68,876.00	$ -
Total	**1,160,021**	**4,152,173**	**39,537**	**71,571**	**5,423,302.00**	

Payments are monthly
Debt is through STI Corporation

CITY OF NAPLES
SPECIAL ASSESSMENT REVENUE BONDS
SERIES 2015

Authorized and Issued: $650,000
Dated: May 21, 2015
Final Maturity: July 1, 2015
Principal and Interest Payment: Semi-Annual
Interest Rate: 2.35%
Revenue Pledged: Assessments and Non-Ad Valorem Revenues

		$ 650,000		
	Principal	Interest	Total Payment	Balance Remaining
				650,000
FY 2015-16	56,909	16,972	$73,882	593,091
FY 2016-17	59,944	13,938	$73,882	533,146
FY 2017-18	61,353	12,529	$73,882	471,794
FY 2018-19	62,795	11,087	$73,882	408,999
FY 2019-20	64,270	9,611	$73,882	344,729
FY 2020-21	65,781	8,101	$73,882	278,948
FY 2021-22	67,326	6,555	$73,882	211,622
FY 2022-23	68,909	4,973	$73,882	142,713
FY 2023-24	70,528	3,354	$73,882	72,185
FY 2024-25	72,185	1,696	$73,882	-
Total	**593,091**	**71,845**	**664,935**	

Issued for the Bembury Area Water and Sewer line extensions

Purchaser is Pinnacle Public Finance Inc.

City of Naples
General Information

Naples is considered by many to be the crown jewel of Southwest Florida. With its subtropical climate tempered by the soft breezes from the Gulf of Mexico, people are struck by its natural beach beauty and the flora and fauna that are unparalleled in any community.

The City of Naples is located on the Gulf of Mexico in Southwest Florida, and it is the cultural and activity center of Collier County. Still, the City is less than 20 miles away from the tropical wilderness of the Florida Everglades.

Naples was incorporated on December 1, 1923. It is approximately 16 square miles in size and has 108 miles of streets. Naples has a full-time population of approximately 19,000. However, from November to May the population swells to over 33,500, as part-time residents migrate from all parts of the world.

Naples grew from a small frontier-style fishing camp in the 1920s to its current status as a premier City. In addition to its natural features, the City of Naples is known for its world-class shopping, exceptional dining opportunities and abundance of challenging golf courses. The community is often considered to have a resort lifestyle.

History

During the 1800s, U.S. survey teams exploring the southwest coast of Florida sent detailed reports to the U.S. Senate. Descriptions of the area captured the interest of General John S. Williams, a senator from Louisville, Kentucky.

Captivated by the potential, Williams recruited Walter Haldeman, a wealthy, adventurous publishing magnate and owner of the Louisville Courier-Journal. In 1885 the pair chartered a boat and sailed down the southwest coast of Florida. When they encountered a magnificent beach with a natural bay just beyond to the east, they knew they'd found their paradise, in what would someday be Naples.

By 1889, Williams and Haldeman built homes on the beach, constructed a pier, and established a 16-room hotel. The hotel was aptly named The Naples Hotel. In 1926, Naples received electric power, and the Naples Depot began providing train service in January 1927. Naples gained a reputation as a winter resort. In 1928 the Tamiami Trail was completed, linking Tampa, Naples and Miami, making Naples even more accessible. In 1929, Allen Joslin, (married to the heir of the Jergens hand lotion fortune) and wife Lois, built the first 18-hole golf course in the area at the Naples Beach Hotel

Through the 1950s, the City of Naples remained a small, but lovely, oasis along the Gulf of Mexico.

In 1959 a referendum moved the county seat from Everglades City to Naples. On Sept. 10, 1960, Hurricane Donna caused an unprecedented havoc as it plowed ashore between Naples and Fort Myers. The storm caused $25 million in damage and destroyed the Naples Pier, which was soon rebuilt. Aiding in the county development, construction began on Alligator Alley in 1964, and the road opened to traffic – with a 75 cent toll – four years later. In 1969, “Jungle” Larry Tetzlaff opened Jungle Larry’s, now called the Naples Zoo.

At the corner of 12th Avenue South and Gulfshore Boulevard sits Palm Cottage. This house museum is the oldest house in Naples (built 1895) made of Tabbie Mortar construction, a hand-made concrete consisting of sand, shells and water. The 3,500 square foot house museum is listed as an historic landmark in the National Register of Historic Places.

In May 2012, Naples was named the ninth best small town in America by Smithsonian Magazine. The magazine cited Naples' music, arts, design, community theater, zoo, and weather in its ranking.

Education and Recreation

Schools in the City are run by the Collier County Public School District. There are four public schools within the City limits: Seagate Elementary, Lake Park Elementary, Gulfview Middle, and Naples High School. St. Ann School is a private school also situated in the City. For post high school studies, located near the City are Florida Gulf Coast University, Hodges University (formerly International College), Ave Maria University, Ave Maria School of Law and Edison State College.

The City of Naples has wonderful lodging and dining, as well as world-famous historic shopping districts. Mention areas like “Fifth Avenue”, “Third Street” or “Tin City” and locals and their guests smile with delight from memories of good times had. With nine miles of white sugary sand Gulf beaches and gentle surf, the City of Naples is a wonderful beach destination. Parking is available at the end of nearly every avenue, making the City beaches the most accessible beaches in the County. The City has excellent fishing; both salt and fresh water, and has the famous **Naples Pier** where fishing is free.

The City of Naples and surrounding Collier County have excellent golf and tennis facilities. More than fifty golf courses are in the County, and many are the work of top golf designers such as Tom Fazio and Jack Nicklaus. The City operates a Tennis Center in Cambier Park providing youth and adult recreational and competitive tennis programs and tournaments.

In February 2000, Naples voters approved a referendum to issue $8.4 million in General Obligation bonds to finance the purchase of “The Naples Preserve”. This 9-acre parcel, located in the center of the City on US 41, is the last large undisturbed tract of land in the City.

The Naples Preserve site contains an older structure housing an Eco-Center that is believed to have been designed by students of Frank Lloyd Wright and utilized by the Chamber of Commerce as its administrative office and visitor information center during the 1960s and 1970s. This building has particular significance because it is further believed to be one of the few remaining commercial structures that survived the 1960 Hurricane Donna. The mission of the Preserve is to retain the property with its native habitats and ground vegetation, provide interpretive programs and allow the site to serve as an outdoor laboratory to enhance environmental education. The site provides linkages to other recreational areas, linear parks, and greenway networks within the City and Collier County.

The Naples Preserve is located on the same street as Fleischmann Park, a popular destination for youth and adult athletic programs, Skate Park, instructional and fitness activities for all ages.

Other park areas managed by the City include the Naples Pier, the beaches, the City Dock, Cambier Park and the Norris Community Center, Seagate Park, Lowdermilk Beach Park, River Park, plus many other smaller neighborhood passive parks. Cambier Park is home to numerous concert bands, art organizations and art shows, professional theatre, a large community built playground and many community fundraisers benefitting local non-profit and charitable organizations.

Although the City is perfectly poised on the Gulf of Mexico, it is also balanced by Naples Bay as one of its larger water features. Naples Bay, a jewel in its own right, has shaped and defined the City. Prior to development of the City, Naples Bay was a mangrove-lined saltwater estuary with

abundant sea grasses, oysters and other marine life. As Naples became recognized for its climate, scenery, and quality of life, the population of both seasonal and year-round residents began to climb. This human population growth began to affect this beautiful estuary. The fringe of red mangroves around the bay, oyster reefs, and the bay's sea grass beds began to show signs of decline. In order to protect the mangroves, sea grasses, and oysters, City Council, staff, and others are making a concentrated effort to preserve and protect the natural beauty of the Bay.

The City Dock, located on the Bay, has a long history in Naples and is the base of operations for the City's working waterfront. Currently, it is a home base for several charter fishing boat captains who operate fishing guide services from this location. Other people take advantage of the opportunity to rent boat slips and call Naples their home port.

In February 2005, John Villani, travel writer, arts critic and author of "The 100 Best Art Towns in America", announced Naples as the number one Art Town in the nation for communities under 30,000. However, he said that Naples could rank as one of the top 10 arts cities in the nation in any population category because of its strong sense of support for the visual arts, performing arts, and music. Naples is a center of art activity, with sophisticated and serious art galleries representing the full spectrum of contemporary and traditional visual art genres. The Naples area has 128 art galleries, more than 500 artists, and at least 25 annual arts festivals.

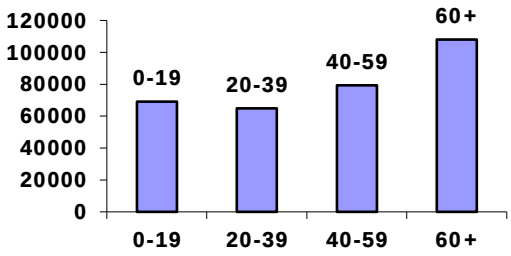
Economy and Transportation

The City of Naples is serviced by the Naples Municipal Airport which is ideally located just minutes from downtown Naples. This 732-acre airport facility is a fully certificated air carrier airport. With two main runways, it is home to private, and charter air carriers, plus fire/rescue services, Mosquito Control, car rental agencies, the Collier County Sheriff's Aviation Unit, flight schools, the Collier County Humane Society, and other aviation and non-aviation businesses. For more general aviation, the Southwest Florida International Airport is thirty miles north of the City, in Lee County. The City is relatively easy to access from Interstate 75, and is about a two-hour drive from Miami or a three-hour drive from Tampa.

Demographics

Based on the most recent (2014) census estimates, Naples and the surrounding area have one of the highest per capita incomes in the state. Naples median income was, at that time, estimated to be $80,571, compared to the state average of $47,212. Although most demographic data is not tracked for Naples itself, Collier County has a population that is made up of 50.7% male, and 49.3% female, split relatively evenly among age groups, as shown on the adjacent graph.

Collier County Age Groups



The median age in Collier County is 64 years old. For December 2015 the Naples' unemployment rate is 4.9%, an improvement over December 2014, which was 5.9% and appears to be remaining steady.

Land Use

The adjacent chart shows that the primary land use in the City is residential, with recreational (including private) and conservation being the secondary land use. The difference between the total City area (10,200 acres) and the land use (7,733 acres) is due to the bodies of water calculated within the City's land area.

Current Land Use	Acreage	Percent
Residential	3,991.40	51.61%
Commercial	789.94	10.22%
Public/Semi-Public (Institutional)	252.70	3.27%
Industrial	30.74	0.40%
Recreation or Conservation	1,612.81	20.86%
Vacant	415.71	5.38%
Airport	639.81	8.27%
Total Land Use	**7,733.11**	100.00%
Total Area (City Limits)	10,199.76	

Business

According to the U.S. Census Bureau, the largest business type in the Naples area is Government, followed by Health Care/Social Services and Accommodations/Food Service. Naples Community Hospital is located in the City. This medical facility has more than 500 physicians, 4,000 employees, and 1,900 volunteers at the 420-bed hospital.

City of Naples Primary Assets	
Police Stations	1
Fire Stations	3
Streets (Miles)	112
Parks and Recreation	
Swimming Pools	1
Community Centers	3
Pier	1
Dock	1
Water Utility	
Active Accounts	17,078
Plants	1
Capacity per Day (MGD)	30
Sewer Utility	
Active Accounts	8,820
Plants	1
Capacity per Day (MGD)	10

Top Ten Property Tax Payers		
Taxpayer	**Value**	**% Total**
The Moorings, Inc.	119,277,596	0.66%
Florida Power & Light	116,461,693	0.64%
Coastland Center, LLC	69,033,004	0.38%
Westbury Properties, In	46,658,721	0.26%
Sandra Gerry	45,961,626	0.25%
Randal D Bellestri Trust	42,677,283	0.24%
Harold Square Land Trus	34,762,967	0.19%
Montana Realty Compai	32,644,524	0.18%
Linda Buonanno Trust	29,180,884	0.16%
Arthur L Allen Jr.	11,337,310	0.06%

Government

The City of Naples is a Council-Manager form of government. The legislative body consists of a Mayor and six Council Members. Each member of the legislative body is elected at large for a four-year staggered term with the elections being held in January every two (even-numbered) years.

Bottom row pictured left to right: City Clerk Patricia L. Rambosk, Council Member Michelle McLeod, Mayor Bill Barnett, Council Member Ellen Seigel, and Council Member Sam J. Saad III. Top row pictured left to right: City Attorney Robert Pritt, Council Member Reg Buxton, Council Member Doug Finlay, City Manager A. William Moss and Vice-Mayor Linda Penniman.

The terms of the City Council for the period represented by this report are as follows:

Member	Term Ends
Bill Barnett	February 2020
Linda Penniman	February 2018
Doug Finlay	February 2018
Sam Saad III	February 2018
Reg Buxton	February 2020
Michelle McLeod	February 2020
Ellen Seigel	February 2020

City Council Members have an office at City Hall and can be reached via email collectively at **citycouncil@naplesgov.com**.

The City Manager, as Chief Executive Officer, manages the operations of the City and reports directly to the Mayor and Council. A. William Moss was selected to be Naples' City Manager effective January 2008.

The duties and responsibilities of the City Manager are outlined in the City Code.

The City's municipal services are authorized by Florida Statutes and by local Charter. Primary services provided by the City are police and fire/rescue emergency services, highways and street construction and maintenance, parks and parkways, recreation, water and sewer, and solid waste (refuse recyclables and yard waste).

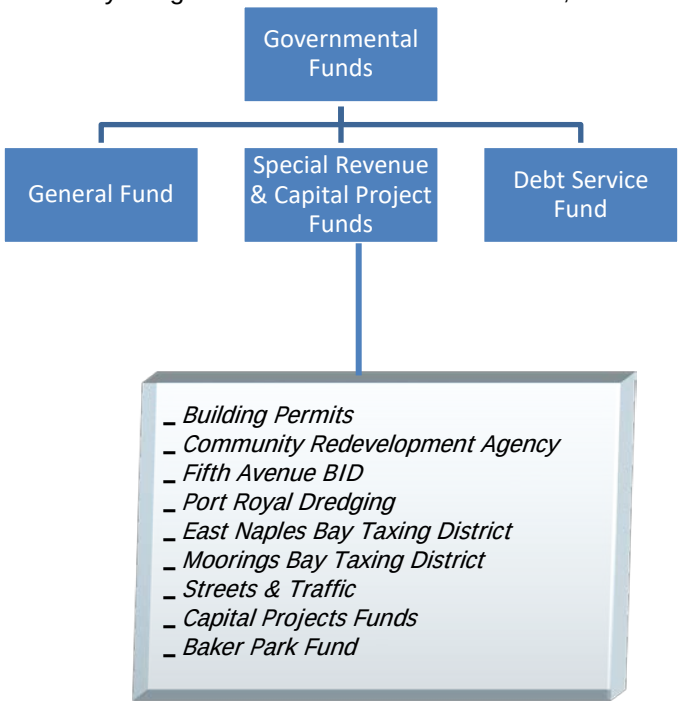
The City is the recipient of many awards. Below is a list of many of its recent achievements.

- Kiplinger's Personal Finance, August 2016; Naples was ranked the highest in the Top 12 Great Places to Retire for Good Health, and considered "top grade from the American Lung Association for air quality".
- In 2016, Naples ranked the highest well-being community in the United States by Gallup-Healthways Well Being Index and headlined National NBC News as "the happiest, healthiest city in the US".
- On September 2015, USA Today named the City of Naples the "Best Destination for Luxury Travelers".
- CIGNA Well-being Award – 3rd Place/Honorable Mention
- American Heart Association – Platinum Award for Fit Friendly Worksite
- The Naples Police and Emergency Services Department was re-accredited (CALEA) in April 2008
- 2004 and 2006 Florida Recreation and Parks Association (FRPA) Media Excellence Award in the Print Category (for quarterly program guide)
- 2007 FRPA Agency Excellence Award in Category V (serving populations at or below 34,999)
- Coastal America Partnership Award presented to City of Naples in recognition of efforts to protect and restore South Florida's aquatic coastal resources – Oyster Restoration Project
- Tree City U.S.A. Designation awarded annually from 1999 to 2010
- In 2005, Naples was voted the best beach in America by the **Travel Channel**.
- 2009 Florida Local Environmental Resource Agencies' Environmental Leadership Award for Outstanding Leadership in Local Environmental Protection.
- Family Friendly Workplace by the Naples Alliance for Children awarded annually since 1999
- GFOA Certificate of Achievement in Financial Reporting
- GFOA Distinguished Budget Presentation Award

All departments of the City, with the exception of the City Clerk and the City Attorney, are under the supervision and control of the City Manager.

The Financial Structure
City funds are organized according to standards established by the Governmental Accounting Standards Board (GASB) and the State of Florida's Uniform Accounting System. The City's computerized financial system is designed to provide timely and accurate feedback on the City's overall financial position, and includes, at minimum, monthly reports of receipts, monthly reports of budget variances, and monthly reports to City Council on the overall financial status of the City. The City's annual financial statements are prepared by the Finance Department and audited by independent certified public accountants.

In accounting, a fund is a fiscal and accounting entity with a self-balancing set of accounts which is established to record cash and other financial resources, liabilities, fund equity and changes thereto. The City budgets eleven Governmental Funds, as shown on the following diagram:



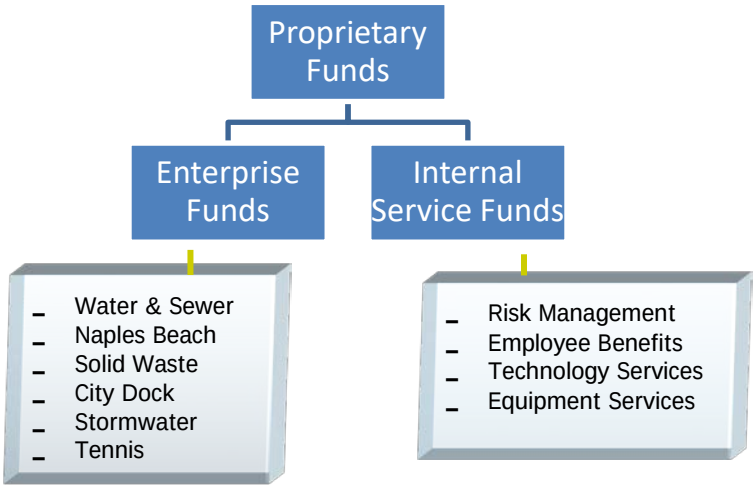
The General Fund is the major operating fund of the City. It accounts for all general government activity not accounted for in other funds. It includes most tax revenues and services such as public safety, parks, recreation, planning, and administration.

Special Revenue Funds are those funds with a revenue source that is specifically designated for a special purpose. In Naples, most of these funds are smaller, and therefore usually do not meet the criteria of a major fund. In the City's financial reports, the term major fund is relevant because fund statements report separate columns for the general fund and for other major governmental and enterprise funds. In financial reporting, major funds are funds whose revenues, expenditures/expenses, assets, or liabilities are at least 10 percent of corresponding totals for all governmental or enterprise funds and at least 5 percent of the aggregate amount for all governmental and enterprise funds. However, in the budgeting system, all funds that will have expenditures during the year are included in this report except the Pension Funds and the impact fee funds.

Capital Project Funds are, according to Generally Accepted Accounting Principles, to be used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary fund). In Naples, many of the funds originally established as Capital Project Funds have evolved into Special Revenue Funds, although they keep their original fund number and fund structure. Historically established to fund capital construction projects with dedicated revenues funds, several now fund operations and staffing to accomplish the goals of the revenue source. Therefore, in the budgeting process, the classification of "special revenue fund" or "capital project fund" is not relevant. Both are treated the same.

The City's single Debt Service Fund tracks the current and future debt service requirements on general long-term debt.

Proprietary Funds. Proprietary Funds are used to account for operations: (a) that are financed and operated in a manner similar to private business where the intent of the governing body is to ensure that costs of operating and providing services is completely or partially financed from user charges or (b) where the government body has determined that the periodic determination of net results of operations is appropriated for management control and accountability. Proprietary Funds include the following:



The primary difference between Enterprise Funds and Internal Service Funds is their customer base. Enterprise Funds have customers that are residents or other external users, such as visitors to a special park. The customers of Internal Service Funds are other departments of the City.

Water and Sewer Fund is the largest fund in the City. It provides water, sewer and irrigation water to a customer base which includes all city residents and extends outside the city limits. No other proprietary fund meets the 10% threshold of a major fund.

All of the above funds are included in the City's budget process. Not included in the budget process are the City's three pension funds, and the three impact fee funds. Pension funds will never be included, and impact fee funds will be budgeted when funds are to be used.

Basis of Budgeting. Naples' budget is prepared in a manner similar to the modified accrual basis of accounting for most funds (except for the Proprietary Funds) where projected revenue is assumed to be recognized in the accounting period in which it becomes both measurable and available, and expenditures will be recorded when the liability is incurred, or when the cash disbursement is made, in the absence of the liability. Unexpended or uncommitted appropriations lapse at year-end, and appropriations committed by way of contract or purchase order are rolled into the new fiscal year. The basis of budgeting for these funds is the same as the basis of

accounting and financial reporting which is governed by Generally Accepted Accounting Principles (GAAP).

The main differences between the City's budget basis and the GAAP basis are in the Proprietary Funds' method of accounting:

- The budget basis includes expenditures for capital outlay, which are not considered expenses on the accrual basis of accounting.
- Depreciation and amortization, which are considered expenses on the accrual basis of accounting, are ignored under the budget basis because these items do not require an outlay of funds.
- The budget basis includes expenditures for debt retirement, which are not considered expenses on the accrual basis of accounting.
- The budget basis recognizes receipt of debt proceeds, which are not considered revenues on the accrual basis of accounting.

Budgeting Process. The City's Fiscal Year begins October 1. By January, staff is already gearing up for the next budget year. For the next budget year, the first step in the budget process will be staff level discussions. Additional inputs for budgets will be gathered from neighborhood associations, other employees, city-council appointed committees and other city residents and business people.

After the first quarter of the fiscal year, the Finance Department prepares the General Fund Sustainability Report. This document provides a five year outlook to see what the impact will be of current decisions and current trends.

During March, departments will begin preparing their capital improvement requests for the Capital Improvement Program. All departments that have Capital Projects in the next five years must submit a comprehensive plan that includes a complete explanation for each project with a cost greater than $10,000, a useful life of more than two years as well as any incomplete projects from the prior year. At the same time, Finance staff will begin assessing available and potential revenue sources to fund the requests.

The City's Five-Year Capital Improvement Program (CIP) is presented in June, in accordance with the City Code. Each page of the CIP represents a single project, and includes costs estimates, department priority, estimated recurring costs, potential savings, proposed funding sources, and justifications. The CIP is reviewed in a public meeting during June. All capital items submitted at the workshop are considered in the proposed budget document, and if approved, included in the final budget.

During April, departments begin preparing their budget requests using line-item budget formats. In addition, the departments establish goals and objectives, which become the department's work plan. The departmental work plans incorporate much of the vision plans. Departments are also asked to submit performance measures, using a *Family of Measures* approach that includes input (value of resources used to produce an output), output (quantity of units produced), efficiency, service quality and outcome. After that information is provided, the Finance Department prepares for each department a summary of significant budget issues, highlighting key information for the budget document. This usually focuses on the major categories of expense:

- Personal Services-Salaries, overtime, other pay, FICA, life/health insurance, retirement contributions and employee allowances,
- Operating Expenses-services, contracts, repairs, supplies and other costs,
- Non-Operating Expenses-Capital outlay, operating contingency, transfers in and out of the fund.

The proposed budget, a balanced and complete document, is presented to the City Council for their review and discussion at August workshops. A balanced budget is represented when recurring revenue plus use of fund balance equals or exceeds recurring expenditures. Fund balance, and one-time revenues such as grants, bond proceeds, and gifts may be budgeted to be used for one-time expenditures, such as capital or equipment purchases, but may also be used as a conscientiously applied program towards operations. Expenditures, revenues, and any rate changes are discussed during the August workshops. After final consensus, the budget and tax rate are adopted at public hearings in September.

The adopted budget may be amended in two ways. As described in the budget resolution, the City Manager is authorized to transfer money within a fund, except that he cannot increase staffing levels, nor modify the intent of the Capital Improvement Budget. Changes that would increase the total budget of a fund, increase staffing levels, or modify the intent of the Capital Improvement Budget as defined in the resolution must have Council approval by resolution.

The Finance Department provides quarterly reports of financial condition to the Council, showing comparisons to last year's actual and to current year budget. In addition, all department heads provide to City Council quarterly updates on the status of their goals and objectives.

Financial Policy

The Government Finance Officers Association encourages an active and ongoing discussion of the financial policies of the City, and requires the policies to be included in the budget.

The purpose of the policies is to demonstrate to the relevant parties that the City is committed to strong financial operations, and to provide a strong precedent for future policy makers and financial managers on the city's financial goals and strategies.

I. Budgetary and Financial Planning Policies

1. The budget must be balanced for all funds. Total anticipated revenues must equal total estimated expenditures for each fund (Section 166.241 of Florida Statues requires that all budgets be balanced.) A balanced budget requires each operating fund to have revenues fully cover expenditures. Fund balance, if used as a source of revenue, may only be used deliberately to either intentionally reduce a surplus, to fund one time capital, or to provide a short-term funding with the intent to repay.

2. The City will avoid procedures that balance current operating expenditures at the expense of meeting future year's expenses, such as postponing expenditures or accruing future years' revenues.

3. The budget will provide adequate funding for maintenance and replacement of capital, plant and equipment.

4. The budget will provide full funding for employees and their related costs.

5. Annually, the city will establish an indirect cost allocation plan to charge all operating funds of the City where it is legal. The City will use a method to fairly cover the overhead and administrative costs of the General Fund that provide service to non-general fund departments. Departments and Council will have a chance to review all charges annually. Council may determine exemptions or reductions for a public purpose. The cost allocation methodology should be reviewed during every odd numbered year. Generally, the Administrative Service Charges will use only three bases, and the costs of the department or divisions listed below them will be allocated to all funds on that basis.

6. The City will charge a Payment in Lieu of Taxes (PILOT) to enterprise funds where the intent of the fund is to track full cost accounting. The purpose is to offset City services including Police and Fire which are services provided to every taxpayer and resident. Payments to the General Fund in lieu of taxes will be based on 6% of gross earned revenue or a negotiated fee.

7. After adoption, the budget shall be posted to the City's website.

8. As part of the preparation of the annual operating budget, the City shall review its fees for services. Fees shall be analyzed as to whether the city intends to recover full cost of providing the service

or when the city may charge more or less than full cost. For example, certain recreation fees shall be established but the City may choose to subsidize the full cost of operations. The Tennis Fund, the City Dock, Solid Waste and Water/Sewer Utility shall always have rates established to cover at a minimum the direct cost of providing the services.

9. Regular and moderate rate increases are preferred to avoid large increases at irregular intervals.

10. The City's Budget will be submitted to the GFOA Distinguished Budget Presentation Program. The budget should satisfy criteria as a financial and programmatic policy document, as a comprehensive financial plan, as an operations guide and as a communications device.

11. The City encourages a diversity of revenue sources in order to improve the ability to handle fluctuations in individual sources. Revenue diversity shall be tracked in the budget document.

12. Price hedging is a form of derivative that has an upside and a downside risk. The City will not use hedging programs to offset price increases without full knowledge of the risk involved. City Council approval is required to enter into any hedging program.

13. The City will avoid the use of one-time revenues for ongoing expenditures. Any such use shall be noted and justified.

14. The City shall, at a minimum, perform an impact fee update every five years. The most recent update and implementation was in 2008.

II. Financial Reporting Policies

1. The City shall prepare an annual audit in accordance with Generally Accepted Accounting Practices, and the City shall apply for the GFOA Certificate of Achievement Program.

2. The City shall prepare quarterly reports to Council and the City Manager comparing actual to budgeted revenue and expense activity for all major operating funds.

3. The City shall establish and maintain a set of standard accounting practices, which shall include internal controls.

4. Financial systems will maintain internal controls that enable users to monitor revenues, expenditures on an ongoing basis.

5. The City's accounting and financial reporting systems will be maintained in conformance with all state and federal laws, generally accepted accounting principles (GAAP) and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA).

6. An annual audit will be performed by an independent public accounting firm, with an audit opinion to be included with the City's published Comprehensive Annual Financial Report (CAFR).

III. Capital Improvement Policies

1. The City will annually develop a five-year capital improvement program as required by Chapter Two of the City Charter.

2. The city shall seek intergovernmental assistance, such as grants, whenever possible to finance the capital outlined in the CIP.

3. The City will coordinate development of the capital improvement budget with the development of the annual operating budget. Each capital improvement project will be reviewed for its impact on the operating budget in terms of revenue generation, additional personnel required and additional operating expenses.

4. Capital improvement projects are defined as infrastructure or equipment purchases or construction which results in a capitalized asset costing more than $10,000 and having a useful (depreciable life) of two years or more.

5. The Finance Department shall maintain a complete inventory of all major capital assets. This listing shall be annually distributed to departments to aid in the assessment of condition of the City's assets.

IV. Debt Management Policies

1. The City will seek to maintain and, if possible, improve the city's current bond rating in order to minimize borrowing costs and preserve access to credit.

2. An analysis showing how the new issue combined with current debt impacts the City's debt capacity and conformance with City debt policies will accompany every bond issue proposal.

3. City will not issue Debt Obligations or use debt proceeds to finance current operating and maintenance expenditures.

4. City will utilize Debt Obligations only for capital improvement projects that cannot be funded from current revenue sources or in cases in which it is more equitable to finance the project over its useful life.

5. Prior to the issuance of any additional general obligation debt, the City will consider adopting a policy(s) that identifies the maximum amount of debt and debt service that should be outstanding at any time.

6. The City will consider the refunding of outstanding debt when at least a 4% net present value savings can be obtained

7. Debt will not be issued for periods longer than the useful life of the project.

8. Whenever possible, the city will use special assessment or self-supporting bonds instead of general obligation bonds, so that those who benefit from the improvement will bear all or part of the cost of the project.

V. Investment Policies

1. The City has adopted a separate Investment Policy in accordance with State Law. See Ordinance 08-11973, which was passed in March 2008. Topics in this detailed policy include objectives, ethical standards and prudence, authorized investments and diversification, internal controls and reporting.

VI. Fund Balance Policy

1 The City will maintain a separate Fund Balance Policy in accordance with Governmental Account Standards Board (GASB) Pronouncement 54.

City of Naples
Fund Balance Policy

1. PURPOSE:

The City hereby establishes a fund balance policy in accordance with Governmental Accounting and Financial Standards Board Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions.* This policy is tailored to the needs of the City of Naples (the "City") to establish a level of funding that protects against unforeseen events that would adversely affect the financial condition of the City and jeopardize the continuation of operations.

This policy will ensure that the City maintains a prudent level of financial resources to: 1) protect against reducing service levels or raising taxes and fees because of seasonal or temporary revenue shortfalls, natural disasters, or unexpected one-time expenditures; 2) provide for sufficient cash flow for daily financial needs; 3) offset significant economic or revenue downturns; and 4) secure and maintain investment grade bond ratings

Fund balance should be reported in two main categories—*nonspendable* and *spendable*, with the spendable category further broken down into four sub-categories in order of relative strength: *restricted, committed, assigned* and *unassigned.*

2. CATEGORIES OF FUND BALANCE - DEFINITIONS:

Nonspendable Fund Balance: Nonspendable fund balance represents amounts that will not or cannot be converted to cash. The items include inventories, advances to other funds, long-term amounts of loans or notes receivable, and prepaid items.

Spendable (in order of relative strength)

Restricted Fund Balance: Restricted fund balance is the portion of fund balance that is restricted to specific purposes. Amounts are restricted when they are created by an externally enforceable legal restriction. The restrictions can be imposed by creditors, grantors, contributors, laws or regulations of other governments.

Committed Fund Balance: Committed fund balance is the portion of fund balance whose amounts have self-imposed limitations, established through actions of the City Council, the City's highest level of decision making authority, set in place prior to the end of the period. These amounts cannot be used for any other purpose unless the City Council takes the same action to remove or change the constraint. Purchase orders or contracts that are rolled from the prior fiscal year to the new fiscal year are committed resources.

Assigned Fund Balance: Assigned fund balance is the portion that reflects the City's intended use of the assets for a specific purpose. The intended use shall be established by the City Council or any other person the City Council delegates its authority. At a minimum, Fund balances in a Special Revenue fund are "Assigned".

Unassigned Fund Balance: Unassigned fund balance is the portion of fund balance which is not obligated or specifically designated and is available for any purpose. This amount classification represents fund balance that has not been restricted, committed, or assigned to specific purposes in the General Fund. Only the General Fund can have a positive balance. In other funds, balances are **assigned** to the fund's purposes; otherwise they would be accounted for in the General Fund.

3. OTHER DEFINITIONS

Encumbrances: Encumbrances are the commitment of budgeted funds to purchase an item or service. To encumber funds means to set aside or commit funds for future expenditures.

Expenditures: Expenditures are all uses of financial resources, budgeted for any purpose, and include operating and capital expenses, debt service, and transfers to other funds.

Fund Balance: Fund balance means the difference between fund assets and fund liabilities in a governmental fund.

Operating Expenditures: Operating expenditures are uses of financial resources for personnel, supplies, services and materials, and exclude capital expenses, debt service, and transfers to other funds.

Unrestricted Net Assets: Unrestricted net assets in proprietary funds are roughly equivalent to unrestricted fund balance in governmental funds; however, in the case of proprietary funds unrestricted net assets do not necessarily represent funds available for appropriation. This is because some of the unrestricted net assets offset capital assets such as buildings and equipment.

Spending Priority: When a governmental fund has multiple classifications of fund balance the expenditure is determined to reduce the restricted fund balances first, then committed fund balance followed by assigned.

Working Capital: Current Assets minus Current Liabilities in a Proprietary Fund.

4. FUND BALANCE POLICY GENERAL FUND

A. Restricted – There is no restricted fund balance in the General Fund. Restricted amounts shall be tracked in special revenue, capital project, or debt service funds.

B. Committed

a. Commitment of fund balance may be made by resolution of City Council and commitments may be changed or lifted only by Council using the same formal action. Commitment of fund balance may be made for such purposes as establishing reserves for disasters.

b. The City, by this policy, establishes an Emergency Operating Reserve. In order to provide the resources necessary to ensure continued operations of the City should a catastrophic event such as a hurricane or other natural disaster occur, the City establishes an emergency operating reserve within the general fund equal to 10% of the closed fiscal year's original adopted operating budget.

C. Assigned

a. By this policy, the City Manager and the City Council are designated the authorities to establish assignments as part of the budget or reporting processes.

b. The City establishes and confirms the **Handicap Reserve** in the General Fund, in accordance with City Code 36-61 relating to Disabled Person Parking Space Violations.

D. Unassigned

a. Unassigned fund balance is the residual classification for the General fund and represents fund balance that has not been committed or assigned to specific purposes.

b. The General Fund Unassigned Fund Balance at year-end will range between 16% and 30% percent of the prior year's original budgeted expenditures. In any fiscal year where the City is unable to fund the minimum reservation of fund balance as required in this section, the City shall not budget any amount of unassigned fund balance for the purpose of balancing the budget.

5. FUND BALANCE POLICY - SPECIAL REVENUE FUNDS.

A. The Community Redevelopment Agency (CRA) Fund

The CRA Fund (180) Undesignated Fund Balance shall comply with Florida Statutes 163.387 related to CRA Districts which states:

163.387 (7) On the last day of the fiscal year of the community redevelopment agency, any money which remains in the trust fund after the payment of expenses pursuant to subsection (6) for such year shall be:

(a) Returned to each taxing authority which paid the increment in the proportion that the amount of the payment of such taxing authority bears to the total amount paid into the trust fund by all taxing authorities for that year;

(b) Used to reduce the amount of any indebtedness to which increment revenues are pledged;

(c) Deposited into an escrow account for the purpose of later reducing any indebtedness to which increment revenues are pledged; or

(d) Appropriated to a specific redevelopment project pursuant to an approved community redevelopment plan which project will be completed within 3 years from the date of such appropriation.

B. The Streets Fund

The Streets Fund (190) Undesignated Fund Balance shall be between 16% and 30% of the prior year's original operating budget, with any surplus reserved for future planned or unplanned capital projects.

C. Other Operating Funds (excluding Enterprise Funds)

All Other Operating Funds of the City, excluding Enterprise Funds, shall retain sufficient Undesignated Fund Balance, in an amount ranging from 8% to 35%, as recommended by the City Manager or his designee.

D. Building Permit Fund

The Building Permit Fund shall keep an Undesignated Fund Balance between a range of a minimum of 40% and a maximum of 85%.

6. SPENDING ORDER OF FUND BALANCES

The City will use restricted amounts first when both restricted and unrestricted fund balance is available unless there are legal document/contracts that prohibit doing this such as in grant agreements requiring dollar for dollar spending. Additionally, the City would first use committed fund balance, followed by assigned and then unassigned fund balance when expenditures are incurred for purposes for which in any of the unrestricted fund balance classifications could be used.

7. UTILIZATION OF SURPLUS RESERVES

If it is determined at the fiscal year end that there is a surplus (an amount in excess of the excess of the upper limit of the fund balance range for any fund) the monies may be utilized for any purpose of the City or Fund. It may also be used for one-time costs including the establishment of or the increase in restrictions or commitments of fund balance.

8. REPLENISHMENT OF RESERVE DEFICITS

If at the end of any fiscal year, the actual amount of unassigned fund balance falls below the minimum required fund balance level set forth herein, the City Manager shall prepare and submit a plan for expenditure or expense reductions and/or revenue increases to the City Council. As part of the annual budget review, the City Council shall review and, if necessary, amend the plan submitted by the City Manager for restoring the amounts of unassigned fund balance to the required levels. Any deficit in the required minimum amount must be restored no later than the end of the second fiscal year following the occurrence.

9. WORKING CAPITAL – PROPRIETARY FUNDS

A. Enterprise Funds

a. The Enterprise Funds shall retain a Working Capital in an amount between 3 and 6 months of regular ongoing operating expenses.

b. Enterprise Funds shall retain an infrastructure replacement account of 15-20% of Accumulated Depreciation.

c. Surplus Enterprise Fund working capital, if any, shall be used or reserved for any lawful purpose.

B. Internal Service Funds

The Internal Service Funds shall retain a minimum designated fund balance to meet any actuarially determined liability. For the Risk Management Fund, the actuarially determined liability shall follow the 90% discounted funded level. Other Internal Service Funds shall retain a minimum Unrestricted Net Assets in an amount between 8% to 16% of the annual budget plus 10% of net capital assets.

10. ANNUAL REVIEW AND DETERMINATION OF RESERVE AMOUNTS

Compliance with the provision of this policy shall be reviewed as part of the annual budget process; and revisions to the levels of fund balance will be determined during this process if necessary.

BUDGET GLOSSARY

- A -

Accrual Basis of Accounting – A method of bookkeeping in which income and expenses are allocated to periods to which they apply, regardless of when they are actually received or paid. For example, if revenue was earned on October 15, but payment was not received until November 15, the revenue would be recorded as revenue in October.

Actuarial – An adjective that describes statistical elements, assumptions, and techniques used by actuaries. An "actuary" is an expert who computes insurance or pension risks and plan costs based upon plan membership, experience, and other factors. Actuaries determine the level of funding required to provide the benefits.

Ad Valorem Taxes – Latin for "value-based" tax and commonly referred to as "property tax". This is the tax levied on both real and personal property according to the property's value and the millage (or tax) rate.

AFSCME – American Federation of State, County and Municipal Employees. The union and bargaining unit for certain City employees.

Amortization - The paying off of debt with a fixed repayment schedule in regular installments over a period of time

Annual Budget – A budget applicable to a single fiscal year. Naples annual budget is from October to September.

Appropriation – A legislative authorization to expend a specified sum of money for a specified purpose, for a limited period of times.

Assessed Valuation – A value established for real and personal property for use as a basis for levying property taxes.

Asset – Resources owned or held by a government which has monetary value.

- B -

Balanced Budget –An operating budget where revenues or other funding sources fully cover expenditures.

Bond – A written promise to pay a sum of money on a specific date at a specified interest rate. The most common types of bonds are general obligation and revenue bonds. These are most frequently used for construction of large capital projects, such as buildings, streets, and water and sewer systems.

Budget – A plan of financial activity for a specified period of time that indicates all planned revenues and expenditures for the specified period.

Budget Calendar – The schedule of key dates that the City follows in the preparation, adoption, and administration of the budget.

Budget Document – The official written statement prepared in order to present a comprehensive financial program of an organization. A budget document serves as 1) a policy document; 2) an operations guide; 3) a financial plan; and 4) as a communications device.

Budget Message – The opening section of the budget that provides City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous Fiscal Years, and recommendations regarding the financial policy for the upcoming period.

Business Tax Receipt – Formerly Occupational licenses, is a tax for doing business in the City.

- C -

Capital Outlay/Expenditures – Expenditures resulting in the acquisition of or addition to fixed assets. The City's threshold for capital purchases is $1,000 to track as fixed assets.

Chargeback – A mechanism by which services performed by one City Department for another is charged and paid across funds.

Glossary (continued)

Capital Improvements Program (CIP) - A five-year plan for capital expenditures to be incurred each year to meet capital needs arising from the long-term work program or other capital needs. Items included in the CIP are capital expenditures that are greater than $10,000 and have a useful live of two years or more.

CGFO – Certified Government Finance Officer – A certification awarded to government finance professionals through the Florida Government Finance Officers Association, who have met the minimum requirements including passing the Code of Ethics for Public Officers, and Employees Exam and have additionally passed a five-part government finance/accounting exam. Bi-annual continuing professional education (CPE) is required to maintain certification.

Complete Streets - A transportation policy and design approach that requires streets to be planned, designed, operated, and maintained to enable safe, convenient and comfortable travel and access for users of all ages and abilities regardless of their mode of transportation.

Consumer Price Index (CPI) – Measures the prices of consumer goods and is a measure of U.S. inflation. It is published by the U.S. Department of Labor monthly.

Contingency - A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted. Naples requires Council approval prior to spending Contingency funds.

Contra-expense – A negative expense, such as a refund. It behaves like a revenue but is recorded as an expense.

CPFO – Certified Public Finance Officer – A certification awarded to government finance professionals through the Government Finance Officers Association, who have met the minimum requirements, and have additionally passed a five-part government finance/accounting exam. Bi-annual continuing professional education (CPE) is required to maintain certification.

CPPT – Certified Public Pension Trustee– A certification awarded to government pension professionals through the Florida Public Pension Trustees Association, who have attended basic, intermediate and advanced education sessions and passed the exam. Annual continuing professional education (CPE) is required to maintain certification.

- D -

DR 420/422 = Department of Revenue forms certifying taxable assessed value.

Debt Millage - The portion of the millage required to pay principal and interest on voter approved bonds. This millage fluctuates annually based on the property values and debt payable.

Debt Service - The amount of interest and principal that a City must pay each year on long-term and short-term debt.

Department - A major unit of organization in the City which indicates overall an operation or group of related operations within a functional area.

Depreciation – A decrease or loss of value of an item due to age, wear, or market conditions. The City does not budget for depreciation.

Distinguished Budget Presentation Awards Program - A voluntary awards program administered by the Government Finance Officers Association to encourage governments to prepare effective budget documents.

Division - A unit of organization that is comprised of a specific operation within a functional area. City departments may contain one or more divisions.

- E -

Encumbrance - The commitment of budgeted funds to purchase an item or service. To encumber funds means to set aside or commit funds for future expenditures.

Glossary (continued)

Enterprise Fund – A type of fund used to account for operations that are financed and operated in a manner similar to private business enterprises.

- F -

Fiscal Year (FY) – Any consecutive 12 month period designated as a budget year. The City's budget year begins October 1, and ends September 30 of the following calendar year.

Fixed Assets - Assets of a long-term character costing more than $1,000 that are intended to continue to be held or used, such as land, buildings, machinery, equipment and improvements.

Full-Time Equivalent (FTE) - The total scheduled work hours of City employees divided by the total work hours available annually provides number of FTE employees. A full-time employee working 40 hours/week equals one FTE, where a part-time employee working 20 hours/week equals .5 FTE.

Fund An accounting entity that has its own revenues, expenditures, assets and liabilities that are segregated from other sets of moneys. A fund is set up for the purpose of carrying out a specific purpose or activity.

Fund Balance – The excess of assets over liabilities. A positive ending fund balance from one fiscal year can be utilized as a resource for certain activities in the follow year. A negative fund balance is sometimes referred to as a deficit.

Fund Type - Any one of seven categories into which all funds are classified in governmental accounting. The seven fund types are: general, special revenue, debt service, capital projects, enterprise, internal service, and trust and agency.

- G -

Generally Accepted Accounting Principles (GAAP) – is a framework of accounting standards, rules and procedures defined by the professional accounting industry, which has been adopted by nearly all publicly traded U.S. companies.

General Fund – The principal fund of the City, the General Fund is used to account for all activities not included in other funds. General Fund revenue sources include property taxes, licenses, permits, fines and forfeitures, and sales taxes. Operating services from this fund include police protection, fire protection, general government administration, planning and recreation.

General Obligation Bonds - Upon voter approval at a general referendum, a project will be financed through a millage increase in ad valorem taxes for a specified period of time. This source is especially appropriate when the project or improvement is city-wide in nature or benefit.

GFOA - Government Finance Officers Association – GFOA is the professional association of state/provincial and local finance officers of the US and Canada and has served the public finance profession since 1906.

Goal - A long, or short-term, attainable target for an organization - its vision of the future.

Governmental Fund – a fund that is not classified as proprietary or fiduciary, typically used to account for tax supported or governmental activities. This includes the General fund, special revenues funds and debt service funds.

Grants - A contribution by the Federal, County, or State government to subsidize specific projects, either partially or entirely.

Glossary (continued)

- H -

Homestead Exemption – A deduction from the total taxable assessed value of an owner occupied property. The current exemption is $50,000, authorized by the State government.

- I -

Impact Fee – Fees charged to develop to cover, in whole or in part, the anticipated cost of improvements that will be necessary as a result of the development.

Improvements Other Than Buildings - Attachments or annexations to land that are intended to remain so attached or annexed, such as sidewalks, trees, drives, tunnels, drains and sewers.

Infrastructure – Long lived capital assets that normally are stationary and can be preserved for significantly greater number of years than most capital assets. Examples include roads, bridges, drainage systems and water and sewer systems.

Interfund Charges – Transactions between funds, which would be accounted for as revenue or expense if they involved an outside entity. Examples are Fleet Services Charge or administrative charges from the General Fund to other operating funds.

Interfund Transfer – Transfer of funds from one fund to another fund.

Intergovernmental Revenue - Funds received from federal, state and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

Interlocal Agreement - A written agreement between the City and other units of government to share in similar services, projects, emergency assistance, support, funding, etc., to the mutual benefit of all parties.

Internal Service Fund – Proprietary fund type used to report any activity that provides goods or services to other funds, departments, or agencies of the primary government and its component units on a cost-reimbursement basis.

Investments - Securities and other assets held for the production of revenues in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in government operations.

- L -

Levy - To impose taxes, special assessments, or service charges for the support of city activities.

Lift Station - Part of the sanitary sewer collection system that pumps waste flow from the gravity sewer system to the wastewater treatment plant. It can be installed above or below ground and is an integral part of the sanitary sewer system.

Line Item – A specific item or group of similar items defined in a unique account in the financial records. This is the lowest level of detail at which justification is reviewed and decisions are made.

Long-Term Debt - Debt with a maturity of more than one year after the date of issuance.

- M -

Mill - A tax rate of one dollar ($1) per one thousand dollars ($1,000) of taxable property value.

Millage Neutral – To use the same millage rate as levied in the previous budget year. *See Millage Rate.*

Millage Rate - The amount of tax stated in terms of a unit of the tax base. It determines how much revenue the government will receive and how much an individual property owner pays in taxes.

Mission – This statement establishes the basis for the goals of the department by describing in broad terms what the department intends to accomplish during the budget year.

Glossary (continued)

- N -

Net Budget – The total budget less all interfund charges and transfers.

Non Ad Valorem Assessments – Charges to property in Special Districts that are not based on property value. The basis for this charge is some other measurable criteria, such as per lot, per acre, or per residence.

Non-Recurring Revenues - One time or intermittent revenues received, often from short-term grants, insurance recoveries, donations, etc.

- O -

Objective - A specific measurable and observable result of an organization's activity that advances the organization toward its goal.

One-time-cost – Non-recurring costs budgeted for one year and then removed.

Operating Budget – A financial plan which presents proposed expenditures for the fiscal year and estimated revenues to finance them.

Operating Millage - The portion of the millage that supports the City's daily operations which provide basic governmental services.

OPEIU - Office and Professional Employees International Union, a union representing certain employees of the City.

Ordinance – A special order of the Council which requires two public readings and ten days of public notice prior to passage.

Output (Performance Measure) – Is the direct products and services delivered by a program.

- P -

Payment in Lieu of Taxes - Payments made to compensate the government for tax revenue lost because of the nature of a property's ownership. Usually this relates to foregone property tax revenue.

Performance Measure - Performance measurement is the ongoing monitoring and reporting of program accomplishments, particularly progress towards pre-established goals.

Personal Services – All costs related to compensating employees including salaries and benefits.

Pledged Reserves - That portion of a fund's assets that are set aside for guaranteeing payment of bonded debt.

Proprietary Fund – Funds that focus on the determination of operating income, changes in net assets, financial position, and cash flows. Examples include enterprise funds and internal service funds.

Property Tax A tax levied on the assessed value of real property, i.e. ad valorem tax.

Public Service Taxes -Formerly called Utility Taxes, these are charges levied by the City on purchase of utility services within the corporate limits of the City. These services include electricity, natural gas, and communications.

-R -

Recurring Costs - Costs incurred on a generally regular basis throughout a facility's economic life, typically for operation, normal maintenance, or replacement of components or subsystems.

Recurring Revenues - Revenues that can be expected to be received each year unless specific action is taken to eliminate the source.

Referendum - A vote by the people.

Refunding Bond - A bond issued to pay off another bond to obtain better interest rates and/or bond conditions.

Reserves - That portion of a fund's assets that are 1) set aside for a specific purpose and, therefore, not available for general appropriation, or 2) anticipated to be available for future re-appropriation by action of City Council.

Glossary (continued)

Resolution - A special order of the Council, which requires one reading and five days public notice before passage. It is less formal than an Ordinance, but more formal than a motion.

Retained Earnings - An equity account reflecting the accumulated earnings of an Enterprise or Internal Service Fund.

Revenue – Money received by the City from external sources; income.

Revenue Bonds – A bond backed by a specific or guaranteed revenue stream. The City of Naples has revenue bonds that are backed by the revenues of the Water and Sewer Utility.

Rolled-Back Millage Rate - The millage necessary to raise the same amount of property tax dollars as received during the previous budget year. New construction is excluded from the roll-back calculation.

Revenue Neutral – When a revenue, such as property taxes provides the same dollar amount received during the previous budget year. *See Rolled-Back Millage Rate.*

- S -

Save our Homes - In 1992, the Florida Constitution was amended to limit the annual increases in the assessed value of property receiving homestead exemption to 3% or the percentage change in the Consumer Price Index, whichever is lower. This assessment limitation is commonly referred to as the "Save Our Homes" or "SOH" cap. .

Special Assessment - A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Fund - A fund used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditures for specified purposes.

Statute – A written law enacted by a duly organized and constituted legislative body.

Subsequent Year Budgeted - A portion of fund balance that may be used to eliminate a projected budgetary deficit in the upcoming year‘s budget.

- T -

Tax Base - Taxable property value from which the City receives tax dollars.

Tax Increment Financing – Financing secured by the anticipated incremental increases in tax revenues, resulting from the redevelopment of an area.

Tax Stabilization Fund - A reservation of fund balance in the General Fund that sets aside reserves greater than the mandatory fund balance to use to help maintain a stable tax rate.

Taxable Valuation - The value used for computing the ad valorem taxes levied against property. The taxable value is the assessed value less any exemptions allowed by law. The most common exemption is the homestead exemption. There are also exemptions for disability, government owned and non-profit property.

Taxes - Compulsory charges levied by a government to finance services performed for the common benefit.

Tobacco Use Surcharge – The City charges an extra fee above the health insurance charge to employees who do not complete a non-tobacco use statement.

Transfers In/Out - Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

TRIM Bill - Florida's Truth in Millage (TRIM) law requires cities to calculate next year's budget on the same tax dollars they received during the current fiscal year. (Section 100.065 F.S.)

Tyler/Tyler Munis – The City’s enterprise resource software that manages the core functions of the City, such as financials, business taxes, permitting and utility billing.

Glossary (continued)

- U –

User Fees - Charges for specific services rendered only to those using such services, i.e., sewer service charge.

Utility Taxes – See Public Service Taxes.

.

- W –

Wi-Fi – Wireless system that enables phones, computers, tablets and more to connect to the internet.

Glossary (continued)

ABBREVIATIONS / ACRONYMS

ADA = Americans with Disabilities Act
AFSCME = American Federation of State, County and Municipal employees. The union and bargaining unit for certain City employees.
ALS = Advanced life support
ASR = Aquifer Storage and Recovery-an underground water storage system where water reserves are stored in a "bubble", to be used during times of low water availability.

BLS = Basic Life Support

CAD = Computer Aided Dispatch
CAFR = Comprehensive Annual Financial Report
CDBG = Community Development Block Grant
CIP = Capital Improvements Program/ Project/Plan
CPI = Consumer Price Index
CRA = Community Redevelopment Agency

DEP = Department of Environmental Protection
DR 420/422 = Department of Revenue forms certifying taxable assessed value

EEOC = Equal Employment Opportunity Commission
EMS = Emergency Medical Services
EMT = Emergency Medical Technician

FBC = Florida Building Code
FDEP = Florida Department of Environmental protection
FDLE = Florida Department of Law Enforcement
FDOT = Florida Department of Transportation
FEMA = Federal Emergency Management Agency
FICA = Federal Insurance Contributions Act (Medicare and Social Security taxes)
FMLA = Family Medical Leave Act
FTE = Full time equivalent employee

GAAP = Generally Accepted Accounting Principles
GASB = Government Accounting Standards Board
GFOA = Government Finance Officers Association
GIS = Geographic Information System

HTE = Also called SunGard, the enterprise software that formerly ran the accounting, budget, payroll, ticketing, work order, purchasing, customer billing and permitting programs in Naples

IAFF = International Association of Firefighters
ICMA = International City/County Management Association

LAN = Local Area Network
LTD = Long Term Disability

MGD = Million gallons per day
MHz = Megahertz

NCIC = National Crime Information Center
NPDES = National Pollution Discharge Elimination System

PC = Personal computer
PILOT = Payment in Lieu of Taxes

OPEIU = Office and Professional Employees International Union, a union representing certain employees of the City

(R) = Replacement (of City assets)
R&R = Renewal and Replacement
RFP = Request for Proposal
RFQ = Request for Qualifications

TCM EE = Tyler Content Manager Enterprise Edition (a file management system)
TIF = Tax Increment Financing
TRIM = Truth in Millage

VAB = Value Adjustment Board is the second of three options for a property owner to contest the value of his property.

W/S = Water/Sewer
WTP = Water Treatment Plant
WW = Wastewater
WWTP = Wastewater Treatment Plant