# CITY of GULFPORT

1957 - 58

Second Annual Report





## Memoriam

The sudden passing of Mr. Reese Whitworth, Director of Public Works, has prompted us to dedicate this annual report to the memory of a gifted public servant.

Mr. Whitworth served this community, formerly the town of Gulfport and now a city, for thirty years; as the city grew he grew with it. He served his city with dignity and applied the highest ideals of Christian service to his everyday tasks. This man loved his family, his city and every citizen he served. He accepted his responsibilities, which were many and varied, with an air of cheerfulness and determination to give his very best at all times to everyone who sought his aid.

"Mr. Whit," as he was called by all who worked with him and for him, has left a great void in our city's administration. He will always be remembered by those who knew and loved him as representative of the highest ideals to be attained by a dedicated public servant.

#### "GULFPORT, YOUR CITY"

Your city, Gulfport, has all the advantages of urban living with a small town or city atmosphere.

The advantages of fine churches, shopping, recreation and the good life are on every hand.

The municipal government which serves you has a personal feeling toward each and every citizen. Services rendered to you as residents of this city are limited in number because of financial limitations, but are superior in quality.

Our government is based on sound business principles to insure effective and democratic operation. Policy matters are determined by the governing body, the City Council, elected by the people. The responsibility for the administration of city policy is vested in the office of the City Manager, who is appointed by and responsible to the City Council.

The integrity and ideals of your city administration are best stated by applying the official "City Manager's Code of Ethics," to the principle of your municipal governmental operation.

#### YOUR CITY'S CODE OF ETHICS

- 1. A city Council fills the position of City Manager with an employee who is fully in accord with the principles of council-manager government and who is qualified to serve to the advantage of the community.
- 2. Your city administration has a firm belief in the dignity and worth of the services rendered by government. It has a constructive, creative and practical attitude toward urban problems and a deep sense of social responsibility as trusted public servants.
- 3. Your city administration is governed by the highest ideals of honor and integrity in all public and personal relationships in order that we may merit the respect and confidence of the citizens of our city and other cities. Your city administration believes that personal aggrandizement or profit secured by confidential information or by misuse of public time is dishonest.
- 4. The city's administration submits policy proposals to the council and provides the council with facts and advice on matters of policy to give the council a basis for making decisions on community goals. The city's administrative departments defend municipal policies publicly only after consideration and adoption of such policies by the council.
- 5. The administration realizes that the council, the elected representatives of the people are entitled to the credit for the establishment of municipal policies. The city's administration avoids coming in public conflict with the council on controversial issues. Credit or blame for policy execution rests with the city administration.
- 6. The city administration considers it their duty continually to improve abilities and usefulness and to develop the competence of all city personnel in new, modern techniques.
- 7. The city administration strives to keep the community informed on municipal affairs. It strives to establish friendly and courteous service to the public. It recognizes that the chief function of the local government at all times is to serve the best interests of all the people on a non-partisan basis.

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#### INTRODUCTION

# TO: THE HONORABLE CITY COUNCIL AND CITIZENS OF THE CITY OF GULFPORT

This second annual report is being submitted to each citizen of the City of Gulfport as an administrative effort to place in your hands, in a concise and readable form, a digest of the City's functions and activities.

The City of Gulfport is your business, you are the stockholders; and we are operating a big business that deserves your support and contributions of interest and attention. Abraham Lincoln said, "I like to see a man proud of the place in which he lives; I like to see a man live so that a City in which he lives is proud of him." The well informed citizen will be proud of Gulfport and the citizens of the City will take pride in his efforts.

The progress experienced in Gulfport these past few years have been phenomenal, meeting the impact of sudden growth, extension of municipal services and preparing for additional services heretofore unrequired. The capital improvement program adopted this past year, comprised of water improvements and sanitary sewers throughout the entire City, exemplifies the concern of public officials with meeting the requirements of the City.

There is no City Council or administrative organization anywhere that can show a better record of cooperation, harmony and integrity than exists right here in your City of Gulfport.

We of the City's administration are humbled by the knowledge that you as citizens have given us such fine leadership by your selection of the Council and likewise by Council's selection of boards to successfully solve the problems of our City.

I am grateful for the excellent high standard of City employee proficiency and dedication to me and the cause of making our City of Gulfport a fine City to live and to work in.

No longer are the residents of Gulfport faced with the stigma of coming from a City unrespected by its neighbors. Gulfport has gained our neighbors' respect by our deeds of cooperation and by placing our City's municipal house in order. The City's administration and City Council are dedicated to the continuance of this relationship.

Respectfully submitted,
C. Joseph Babineau
City Manager

### CITY OFFICERS AND BOARDS FOR THE YEAR

#### COUNCIL

Councilman-At-Large and Mayor	A. L. Anderson
Councilman, Ward #1	Willard C. Norton
Councilman, Ward #2	William MacNeill
Councilman, Ward #3	John T. Robinson
Councilman, Ward #4	Thomas S. Rice

#### **ADMINISTRATIVE**

City Manager	C. Joseph Babineau
City Clerk	John F. Holsapple
City Attorney	Noble C. Doss
City Judge	Crosby Gray III
Director of Finance	Stanley C. Cornell
Chief of Police	W. G. Jopson
Fire Chief	Mack O. Brooks
Director of Public Works	Reese M. Whitworth
General Foreman of Public Works	Lawrence T. McCarthy
Casino Manager	Richard Hern
Librarian	Mrs. Marie Bryan
Harbor Master	Mark Elliott
Building Inspector & Zoning Administrator	G. M. Netling
Secretary to Manager	Mrs. Basilia C. Haygood
Secretary to Council	Mrs. Ellen Bauer
Civil Defense Director	George W. Jones

#### Planning and Zoning Board

R. E. Dwight
Leon E. Case
William Tattan
G. Forrest Riley
Elmer Dean

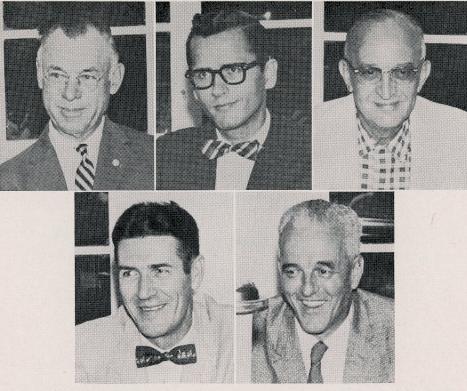
#### Planning and Zoning Board of Appeals

James H. O'Connor Charles J. Sinning Ralph Aylesworth William L. Herne John Eveland

#### Recreation Committee

Arnold White Mrs. Mary Ellis Kent Frohock Floyd Howard Tracy Butler

#### CITY COUNCIL



Top, left to right: Mayor A. L. Anderson, John T. Robinson, Willard Norton. Bottom, left to right: William MacNeill, Thomas S. Rice.

The City Council consists of your Mayor, who is delegate at large, and four Councilmen, one for each ward in the City.

The City Council, your representatives and speaking for you, meet the first and third Tuesdays of each month in regular formal council session. In addition, the Council schedules work or caucus sessions each Thursday preceeding council meetings to discuss municipal affairs and prepare the agenda for the regular meeting. All of these meetings are open and the public is cordially invited to attend.

This year the City Council held 24 Regular meetings and one Special meeting. In addition, your Council held 23 Work Sessions and 6 joint meetings with various Boards.

It would also be noted that individual Council Members give of their time in attending regularly scheduled Planning Board meetings, Court proceedings and discussions with the people from each and all wards.

Your City Councilman serves the City without any remuneration, gives freely of his time and energy, and accepts his responsibilities to you and the City as a public service.

The following Ordinances and Resolutions have been passed by Council action in the year 1957-58:

#### **ORDINANCES**

An Ordinance upgrading minimum floor areas in residential B-1 Zones. An Ordinance amending the Building Code to provide for reinspection fees.

An Ordinance regulating the placing of real estate signs on City property or parkways.

Adopted a Utility Tax Ordinance to provide necessary revenue to support proposed bond issue.

An Ordinance Amendment to allow shopping center to sell beer and wine for off premise consumption, fulfilling original agreement made by the City.

Amended the Ordinance regulating Carnivals and required license fee to permit local charitable organizations to sponsor them.

Passed an Ordinance controlling dogs from running at large.

An Ordinance adopting the latest Fire Code as recommended by the National Board of Fire Underwriters.

An Ordinance adopting the Florida Model Traffic Code.

An Ordinance to regulate the subdivision of land, requiring the developer to make improvements of streets, etc.

An Ordinance authorizing the issuance of \$2,200,000 Revenue Bonds for construction of Sanitary Sewers and Water Improvements.

An Ordinance permitting churches, schools, charitable organizations and service clubs to advertise on City property.

An Ordinance regulating height and length of overhanging signs.

An Ordinance adopting the 1958-59 Municipal Budget.

#### ORDINANCE REQUESTS DENIED:

An Ordinance rezoning an area for industrial purposes in the Northeast section of the City.

An Ordinance permitting the sale of alcoholic beverages on Sunday

#### AGREEMENTS OR CONTRACTS NEGOTIATED:

Agreement with developer of Gulfport Harbor Subdivision to supply fill material from the Yacht Basin in return for dredging and filling work on City property.

Agreement with Pinellas County to furnish labor and equipment for reconstruction of 58th Street South from 11th Avenue South to 15th Avenue South.

Agreement with developers of Pasadena Golf Club Estates to dedicate necessary right-of-way, contribute a portion of the cost of storm drain construction and new street construction along 58th Street South from 28th Avenue South to Boca Ciega Bay.

In addition to the laws passed and the agreements negotiated, The City Council has passed one hundred Resolutions, ranging from Council recognition of worthy citizens and support to local and area programs to the necessary legal requirements of street paving and numerous other worthy projects.

#### CITY MANAGER



The City Manager is responsible for the operation of the Administrative Services of the City, acting under the direction and supervision of your elected representatives, the City Council.

It is the Manager's duty to carry out Council policies and the City's laws adopted previously for the smooth operation of your city services.

The Manager also has the very important task of bringing to the Council factual data on the City's operation, seeking assistance and support to provide improved existing services and add new ones where required.

Most Ordinances, agreements and proposed contracts emanate from meeting the needs of administrative functions. These are brought to Council attention and either rejected or adopted.

The efforts of a Manager are also valuable in creating an atmosphere of harmony in Council actions by supplying details and required information on various subjects. The Council can, and does, make more valid decisions based on full acquaintance with the facts.

The Manager from his position contributes his full time to day-by-day operations, but in addition can study the needs of the City, both in the present and plans for the future. The basic requirements for streets, drainage, waterfront development, public buildings, recreational facilities, along with proposed methods of financing these capital improvements, have been compiled and submitted to the City Council for their future use.

This office has labored hard and long in the successful negotiations and establishment of contracts for city improvements mentioned in the Council report. It has had the pleasure of seeing new council policy regarding improvement to dirt streets, dust-laying, a program of street resurfacing to maintain our street investments, the removal of unsightly signs from City property, improvements to the Casino, Yacht Basin and last, but not least, the preservation of Gulfport's Public Beach. Insistence on rigid standards of paving construction, purchase by competitive bidding in which quality, as well as price, is a factor, has contributed immeasurably to improved public works activity.

The preceeding is only a few of the accomplishments attributed to administrative requests for Council consideration of municipal problems.

The Manager also serves the best interest of the City by maintaining a sense of security and harmony among all City employees under his jurisdiction. Their requirements, needs and promotions are based on merit, and the employee who is performing his task efficiently and faithfully has no fear of interference from political or personal persecution.

#### Office of City Manager

	1957-58		1958-59
	Budget	Expended	Budget
Salaries	\$ 7,500	\$ 7,499.96	\$ 8,250
Car Allowance		1,000.00	1,000
Secretary		3,120.00	3,276
Intern and Other Assistance		action but—	600
Travel Expenses (Conferences)	400	359.61	500
All Other	186	172.46	
Total	\$12,206	\$12,152.03	\$13,626

#### PLANNING AND ZONING BOARD



Top, left to right: Elmer Dean, Leon Case, Forrest Riley. Bottom, left to right: Raymond Dwight, chairman, William Tattan.

This past year in the City's first annual report we stressed what the purpose of planning is and what this City is preparing to do. The whole art of city planning is confounded by the mistakes of yesterday which resulted from lack of planning and our present efforts to make the most of these errors and turn them to today's advantage. We profit by experience in the lessons we learn from others' errors. Recognition of yesterday's mistakes is invaluable in planning for the present and the future.

The Gulfport Planning Board recognizes the need for future city plans and constructive programs of community development. The first criteria for developing future plans is to determine what we hape. This past year, with the assistance of the Florida Power Community Development Section, a complete land use map was developed which presents a clear picture of what we have in our City. This map shows up the errors of the past but permits us to design and plan for the future. This map is likened to the learning of our ABC's before we learn to write. It was necessary, needed, and it has been completed.

The Planning Board has recommended that technical assistance be employed in developing a realistic, modern zoning ordinance which will allow reasonable and constructive development of the balance of the City, make way for future vertical development of the City and meet the impact of such development, which is inevitable with the installation of sanitary sewers.

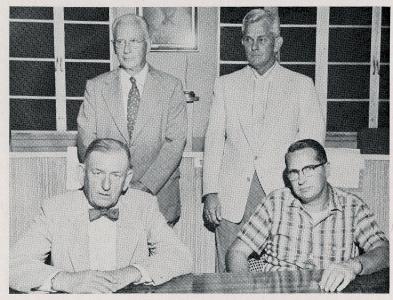
This board has also recommended and approved subdivision regulations, which have been passed into law by the City Council, and is studying a plumbing code, the latest Southern Standard Building Code, and an ordinance prescribing qualifications and requiring examinations for building contractors. The recommended laws are drawn for your protection, to insure safe structures, and to protect private property and interests.

The Planning and Zoning Board is vitally concerned with what's going to happen tomorrow, or five, ten or twenty years hence. It is equally concerned with what is needed by the City and when and how these needs are achieved. As a result of this interest it has unanimously approved and recommended that the City Council give serious consideration to the following projects, listed in order of urgency.

- 1. The joint problems of garbage and trash disposal and waterfront development. The Board recommends that the City proceed with its own municipally-owned collection system and construction of a centrally located incinerator designed to eliminate all smoke and other nuisances. Equal in importance, the Board recommended complete development of the City's Yacht Basin and beach area to increase our recreational assets, promote business and produce needed City income for recreation needs and other City requirements.
- 2. A system of storm sewers designed to serve areas where the need exists, and the utilization of existing storm sewers to drain areas now unconnected.
- 3. Street improvement throughout the City to follow underground installations of sewers and water mains. This improvement would include new paving over existing brick streets and construction of new streets in areas now unimproved.
- 4. Improvements to public buildings, additional space for City Hall, new Library, fireproof Fire Station and a new Community Hall. The Community Hall and Library could be combined into a civic center.

The Planning Board is also studying future park development, more adequate street lighting and City administrative improvements.

#### PLANNING AND ZONING BOARD OF APPEALS



Top, left to right: Charles J. Sinning, William Hern. Bottom, left to right: James H. O'Connor, John Eveland, Ralph Aylesworth, not present.

The Planning and Zoning Board of Appeals, consisting of five members appointed by the City Council, has the most difficult task of resolving specific hardships when application of our zoning law imposes unreasonable restrictions on private development.

The responsibility for settling many zoning issues falls upon this group. These men must be skilled in the law they are seeking to vary. They must have a deep sense of fairness and good sound judgment. Even more important, they require the ability to resist pressure and private appeal which can be detrimental to the City's best interest.

We are extremely pleased with the results of our appeal board's activity. They have exercised caution tempered with reasonable judgment. They have not permitted variances which constitute precedents which can be followed and have prevented variances which compound undesirable City development. This is a very "tricky" chore — the protection of our citizens while at the same time adjusting inequities and unreasonable restrictions.

During the past year the board has considered 44 requests for variances, granting 34 and denying 10. The following is a detailed list of the type of requests received.

- 1. Eight requests to convert residences to apartments.
- 2. Four requests to erect signs.
- 3. Nine requests to vary setback requirements.
- 4. Three requests to construct carports.
- 5. Three requests for porch enclosures.
- 6. One request to construct bedroom and bath in accessory building.
- 7. Nine other requests for various and sundry items ranging from fence installation to stairways and additional rooms.

#### MUNICIPAL COURT



The Gulfport Municipal Court tries cases which are violations of City Ordinances and of the Model Traffic Code.

Court is held weekly at Gulfport City Hall on Monday nights, at 7:00 P.M.

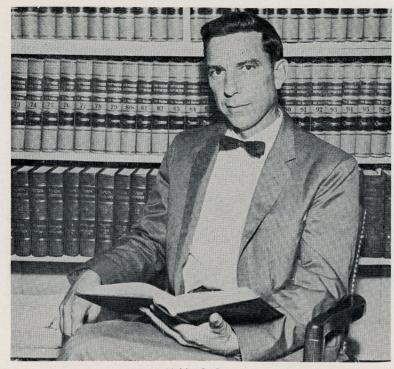
Appeals from the Court are taken to the Magistrate's Circuit Court in and for Pinellas County.

The adoption of the Model Traffic Code has eased the work load of the Court by providing means by which violators of minor traffic laws may sign a waiver and pay the standard fine for the violation directly to the Clerk of Court.

During the year 1956-57 the Court received 281 cases and meted out 237 convictions, dismissing 44. Total fines collected totaled \$5,304. For the fiscal year 1957-58, 246 cases were handled by the Court, resulting in 208 convictions and 38 dismissals. Total fines collected were \$5,021.

Our City Court seeks to mete out justice with a reasonable approach towards understanding of the unfortunates involved. The fines are tempered to the seriousness of the violation. It is not an honor to face our Court, but it is a privelege to face a Court whose motives are in the interest of fair and impartial justice.

#### LEGAL SERVICE



Noble C. Doss

The City Attorney serves the City as its legal advisor and represents the City in the courts.

This past year he has been called on to defend the City from suit and to continue Gulfport's legal objection against the Furen Fill.

Our City Attorney has contributed immeasurably of his time to the cause of properly preparing legal papers of all sorts, Ordinances, Resolutions, Agreements and Contracts.

He serves the City Council by attending all formal Council meetings and work sessions by request to advise and to insure Council decisions and actions are in order and legally enforceable. Needless to say, he is frequently called by the City Administration for legal interpretation of Ordinances and City Policy.

Unquestionably the services rendered by Mayor Anderson initially (an attorney by profession, retired), followed by the capable legal work of our regular attorney and Special Attorney Carroll Runyon, contributed to the success of the bond validation and sale for the construction of our sewer system now under way.

The basis for the operation of municipal government is law written to protect our citizens. We operate within rules of law and precedent. Our existence as a city depends on a legal document, our charter. The City Attorney's position in City Government is a very important post. Our Attorney works hard and is dedicated to his task of serving the City.

#### THE CITY CLERK

The City Clerk attended all Council meetings with the exception of the time he was on vacation. (Council meetings are held on the first and third Tuesday evening each month). At the work sessions, which are usually held on the Thursday evening prior to the Council meeting, the City Clerk discussed the items to go on the agenda for the following Council meeting with the City Council and the City Manager. On Friday the City Manager and City Clerk prepared the agenda, and then the City Clerk posted same on the bulletin board on the front of the City Hall.

The City Clerk is also Clerk of the Municipal Court and during the past year he has prepared the docket for court, which was held every Monday evening with the exception of holidays. As Clerk of the Municipal Court he has been called out of bed numerous times during the past year to take affidavits and issue warrants for those disturbing the peace and to protect the public in general.

As City Clerk he has worked with the various departments of City government, including the City Manager. He answered various questions, checked on zoning of various properties for citizens and citizens-to-be. checked on taxes, water bills and garbage complaints. He also checked on vacant lots that needed mowing or filling to promote the health and safety of the citizens. During the absence of the City Manager, he acted as City Manager, carrying on the various paving and other projects pending, such as the contracts for sanitary sewers. He has this year helped in the sanitary program by checking and signing the \$2,200,000 water and sewer revenue bonds and delivered same in New York.

As City Clerk he acted as deputy registration officer for Miss Wilda J. Cook and registered a great many citizens of Gulfport for voting in all elections, City, State and County, so that the citizens did not have to go to Clearwater or St. Petersburg to register. (Our registration in Pinellas County is permanent as long as you continue to vote in State and County elections.) Homestead exemptions were filed through his efforts, another convenience for the citizens in this part of the County rather than have the inconvenience of driving to Clearwater or St. Petersburg.

#### City Clerk and Clerk of Court Finances

Salaries Steno Service Publishing & Printing All Other	1,300 3,500	Expended \$4,680.00 891.00 3,533.09 610.46	1958-59 Budget \$ 5,460 1,600 7,000 1,305
Total Expenses		\$9,714.55	\$15,365

#### PUBLIC WORK'S DEPARTMENT





Reese M. Whitworth

The Public Works Department of the City experienced an extremely difficult year. The demand of increasing present services, as a result of City growth, and the necessity of providing new services taxed all public works personnel to the limit.

The rain, greater and more frequent than usual, made it extremely difficult to maintain streets, rubbish collection schedules, and to keep up with need for street, alley and drainage improvements.

The new policy established by City Council permitting shelling of unimproved streets increased the work load even greater. This, however, was an extremely wise move and will actually diminish the maintenance problem and the need for future repairs.

City Council also approved the repair of alleys by authorizing the donation of equipment and labor if abutting property owners would assume the cost of the material used.

New equipment purchased during the year was as follows: a combination truck and trash packer for refuse removal, one new pick-up truck and sewer cleaning equipment for the removal of roots and plugs in our storm drainage system.

City improvements of streets and public works facilities and services, including contractual work, was as follows:

New Paving with curbing:

12th Avenue from 49th St. So. to 52nd St. So. (4 blocks)

58th Street from 11th Ave. So. to 15th Ave. So. (4 blocks)

45th Street from 26th Ave. So. to 27th Ave. So. (1 block)

58th Street from 28th Ave. So. to 30th Ave. So. (2 blocks)

Repaving streets beyond normal resurfacing repair:

30th Avenue from 52nd to 53rd Streets South.

Hull Street from 15th Ave. to 17th Avenue South.

#### Resurfaced with Stone and Asphalt:

3½ miles on various streets throughout the City.

#### Alleys:

Approximately 2 miles of alley were shelled and repaired during the fiscal year.

#### Storm Drains and Drainage Ditches:

The entire four miles of storm drains were cleared of debris and root growth and all open ditches were cleaned out, utilizing both hand labor and draglines hired for this purpose.

#### Mowing:....

The Department mowed the City Parkways and Parks frequently, and private lots throughout the City on two occasions during the year. Many lots, however, cannot be mowed by mechanized equipment and must be filled, drained and cleared of trees and jungle growth before they can be maintained. It must be pointed out that the basic responsibility for the condition of privately owned property does not lie with the City, but with the owner of such property. Persons who object to the condition of private land should take such objections to the owner. The Department cannot legally assume the care of private property along with its public service mission.

#### Refuse Disposal:

The purchase of a new packer has assisted immeasurably in the handling of our ever increasing supply of trash. As each new home is built we gain a new customer. Yesterday's vacant lot has become today's trash generator.

#### The Future:

The new budget submitted by the City Manager, and amended and adopted by the City Council, recognized the need for additional personnel in Public Works and has provided five more men, raising the allowable personnel from fourteen to nineteen; five additional men can be called upon if conditions warrant the increase. The Department has been re-organized under the direction of a General Foreman. This gives our Public Works Director opportunity to plan the work, make the necessary personal contacts and co-ordinate all Departmental activities.

#### The Budget:

The Budget for the Department follows. These figures indicate the general operating expense of the Public Works Department and do not include capital outlays for new streets or storm drains which is chargeable to the Capital Improvements Item.

#### PUBLIC WORKS

		Account	
	1957-58	Hoodin	1958-59
	Budget	Expended	Budget
Engineering Services	\$ 4,263	\$ 4,175	\$ 4,000
Salaries	32,889	32,889	61,802
Salaries — Mosquito Control	1,190	1,190	1,500
Extra Labor			1.940
Telephone	40	40	45
Equipment Repairs	2,500	2,750	3,200
Public Building Repairs	1,000	1,000	2,000
Mowing	500	500	1,600
Social Security	836	800	1,497
Fuel	50	50	100
Gas, Grease & Oil	2,000	2,000	2,700
Small tools, Materials & Equipment	450	500	600
Street Materials	10,000	10,000	15,000
Sewer & Drainage Materials	3,000	3,500	4,000
Oiling Streets			8,000
Tree Trimming & Removal	1,068	1,068	1,000
Mosquito Control Materials	868	867	1,200
Capital Equipment	2,665	2,665	6,100
Toal	\$63,319	\$63,994	\$116.284

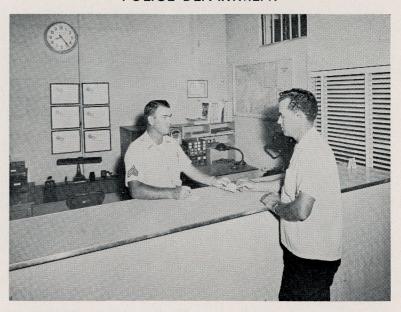
#### Salaries of Public Works Personnel

	Weekly		Weekly	Yearly
		1957-58	Budget 1	958-59
Supt. of Public Works	\$95.00	\$4,940	\$105.00	\$5,460
Maintenance Man III	64.00	3,328	68.00	3,536
Maintenance Man II		3,016	62.00	3,224
Maintenance Man I	53.00	2,756	57.00	2,964

#### Division of Trash & Garbage Collection

	1957-58		1958-59
	Budget	Expended	Budget
Salaries	\$11,596	\$11,596	\$12,688
Garbage Disposal Service	41,000	41,000	51,000
Capital Equipment		8,300	17,500
All Other Expenses	1,847	2,047	3,142
Total		\$62,943	\$84,330

#### POLICE DEPARTMENT



The Police Department of the City of Gulfport consists of seven regular men. A Chief, two Sergeants, four Patrolmen, and two Reserve Patrolmen. There is also a Civil Defense Police agency consisting of twenty-six men at this time.

The Department has three pieces of mobile equipment, two cruisers that are equipped with flares, pinch bars, one camera with flash unit, one portable stretcher and one oxygen unit, this having more than paid for itself during the past year as it has kept several citizens alive until ambulance service could remove them to a hospital. The other piece of mobile equipment is a three wheel Cushman scooter that is used in the waterfront area and north to Twenty-eight Avenue checking meters, parked cars or other police action as the situation calls for.

Never in the history of Police work has the need of trained personnel been in demand as it is in this present day. Situations arise that only trained personnel know how to approach. Thus, Police Training Schools are held in different areas.

At the present time, three officers are going to school along with their work; this for twenty weeks, twice a week, each session three hours. Conferences have been held in Tampa (three) this past year, attended by officers from this Department. The continued gain of knowledge makes a better Department, the better to serve the public.

This past year has seen many improvements in the Department. The adoption of the Florida Model Traffic Code by the City is a step that many cities have taken to promote uniform traffic laws throughout the state.

New citations have been printed to comply with the Model Traffic Code. Rules and Regulations for the Police Department have been put in a manual and each officer has a copy.

A complete modern record system is set up and maintained. It has been this Department's pleasure to assist other departments in the Pinellas area to establish the same system.

The following are activities registered for the fiscal year:

Class I offenses	131
Cleared by arrest	35
Traffic accidents	
Injuries	18
Property damage	10
Fatalities	
Mileage traveled	59,900 miles
Juvenile cases	52
Complaints	1,122
Arrests	
Cases discharged	67

The City is patrolled 24 hours per day; all cruisers are in contact with the St. Petersburg Police Department by two way radio, where the calls are monitored and dispatched.

An Officer is provided for duty at the School Zones for traffic control during hours of entrance and dismissal. .

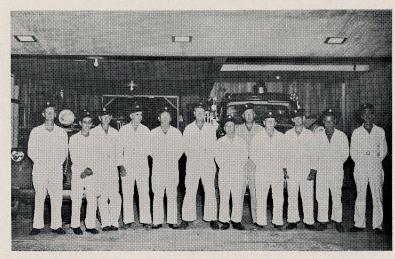
The personnel of the Department are trained and ready to serve you—the Citizens of Gulfport. We are proud of our Department. We are grateful to you for your cooperation. The enforcement of law and order, the protection of persons and property is our responsibility. We will continue to work to justify your respect.

Police Department Budget

Salaries	1957-58 Budget \$27,404	Expended \$26,530.65	1958-59 Budget \$29,392
Capital Equipment	<b>#</b> _1,101		
(Cruiser Replacement)	2,000	2,891.85	2,300
Equipment Operation &			
Maintenance	3,040	2,842.37	3,365
Special Officers	500	100.00	250
Communications	650	644.15	675
Clothing Allowance	350	350.00	350
All Other Expense	1,822	1,786.55	2,354
Total Francisco	\$35,766	\$35,145.57	\$38,686
Total Expense	\$33,100	Фээ,14э.эт	\$30,000

#### Police Department Salary Schedule

		1957-58	1958	-59
	Weekly	Annual	Weekly	Annual
Chief	\$90.00	\$4,680	\$100	\$5,200
Sergeant	77.50	4,030	80	4,160
Patrol	65-75	3,380-3,900	71-77.50	3,692-4,030



The City of Gulfport Fire Department is a volunteer company consisting of twenty men and a Chief, with three pieces of fire fighting equipment designed to give adequate protection to the citizens of our City.

We feel this department is capably manned and trained to handle any normal fire problem in the City. We can call on St. Petersburg if the situation requires it. We stand by to assist them if called upon.

The fire protection function has changed over the years, as has the type of fires within our City. The increase in new homes has reduced the brush and grass fire problem, but likewise has substituted valuable residential property, thus increasing the departmental responsibility.

The City's administration sees no necessity, at this time, to employ a full time department with salaried personnel. Insurance-wise, we receive direct benefit from the organized St. Petersburg Fire Department. The water improvements which have been authorized will provide a complete system of adequate fire hydrants and an assured supply of water to serve all areas of the City.

The Fire Department is an emergency service designed to serve you in your time of need. It does not produce revenue for the City. It does not have the glamour of a big city department. Its personnel serve for a token payment, but each and every man is concerned with your safety and the protection of your property. Please cooperate by practicing good fire prevention practices.

Fire Department Budget

	1957-58		1958-59
	Budget	Expended	Budget
Salaries	\$3,920	\$3,080.00	\$3,320
All Supplies	1,300	1,283.31	1,830
Repairs & Maintenance	930	675.84	1,700
Total Expense	\$6,150	\$5,039.15	\$6,850

#### BUILDING DEPARTMENT

August 1, 1957 — July 31, 1958

The Chief Inspector's duties for the City of Gulfport are the enforcement of:

Southern Standard Building Code & Gulfport Supplement. National Underwriters Electrical Code & Gulfport Supplement Septic Tank Installation Code Sanitation and Health Occupational Licenses Dog Licenses Zoning Ordinance Fire Prevention Ordinance Sign Ordinance

In addition, he assists in drafting new ordinances pertaining to his responsibilities and acts as arbitrator in the case of back yard feuds, misunderstandings, overhanging shrubs, trees, drainage water, sanitation and health problems.

The preparation of bid specifications for work and repairs on all public buildings, the inspection of all playgrounds and equipment, as well as periodical inspections of all public buildings. The maintenance and repairs to all City owned buildings, as well as to the waterfront and yacht basin.

The Inspection Department has cooperated with the other governmental agencies and has acted in an advisory capacity to the County Sanitation Department, both in this City and the County areas adjacent to Gulfport.

He has acted as advisor to the Zoning Board of Appeals and has prosecuted violations of Zoning, Building and Occupational License Ordinances in the City Court, 55 or more such violations during the past year.

This department has issued permits for 110 living units having a total value of \$968,989.00 and 608 permits for additions, alterations and repairs. The total building permit fees collected were \$8,721.00. There were 1530 inspections made of new buildings and repairs and an overall total of over two thousand eight hundred inspections for the year.

There were 106 Zoning inspections and 960 license inspections made during this period.

195 electrical permits were issued and 206 inspections were made. 23 corrections were ordered and total fees for electrical permits collected were \$2,515.00.

Permits for 88 new septic tanks, calling for 206 inspections both on new and old tanks, were issued and five corrections were ordered. The fees collected were \$385.00.

There were 201 dredging and other inspections made, not pertaining to the building trade.

177 complaints of various nature were received and 176 of them were straightened out to the satisfaction of all.

Four fire calls were answered to check the cause.

150 sanitation complaints were received and 148 rectified. Two of these conditions can only be remedied with the coming of sewers, unless the owners spend a large sum of money for a filter bed, pump and chlorinator.

Seven sign permits were issued and signs installed, earning fees of \$23.00.

Building permit fees totaled \$8,721.00, Electrical permits \$2,515.00, Plumbing permits \$385.00 and Sign permits \$23.00. A total of \$11,644.00 in permit fees was received.

The total monies derived from Occupational Licenses amounted to \$25,310.00.

Total monies received — \$36,954.00.

A total of 718 permits for new buildings, alterations and repairs was issued. 110 single family residences, 10 duplexes, 5 garage apartments, 9 commercial buildings. 565 permits were issued for air conditioning, reroofing, repairs, alterations, heating units, garages, carports, utility rooms and swimming pools.

#### Inspection Department Budget

Salary	300	Expended \$4,395 300 97	1958-59 Budget \$4,576 600
Total		\$4,792	\$5,275
Building	Department B	Sudaet	

	1957-58		1958-59
	Budget	Expended	Budget
Salaries	\$4,576	\$4,576.00	\$5,096
Car Allowance	600	600.00	600
Social Security	99	98.34	99
Total	\$5,275	\$5,274.34	\$5,795

#### DEPARTMENT OF FINANCE



Water & Sewer Department

This office is charged with the administration of the financial affairs of the City. It is responsible for the collection of all monies due the City, must approve all expenditures to see that they do not exceed budget appropriations. It is responsible for the servicing of all bonded indebtedness, must assist in preparation of budget and keep the City Manager and the City Council informed of these activities monthly. Proper accounting records and controls for all departments must be provided to safeguard the interest of the City.

It is with pleasure that the words "and sewer" have been added to what was formerly known as the Water Department. Your Director of Finance was called upon during the past year to work closely with the Fiscal Advisors for the City and the City's Bond Attorneys in connection with the preparation, validation and sale of the \$2,200,000 Water and Sewer Revenue Bond Issue.

The Fiscal Agent made certain stipulations as to the amount of revenue that had to be pledged for the payment of interest on the bonds, as well as providing for retirement of the bond issue in full over a period of 30 years. Pledged revenue in an amount equal to twice the interest and bond payments was considered necessary in order to attract buyers and to obtain a fair interest rate on the bonds.

The wisdom of this requirement was demonstrated when bids for the bonds were received on July 19, 1958. The bonds were sold with an effective rate of 4.223% per annum, which was excellent for a revenue bond issue under present conditions in the bond market.

It was also necessary to determine the effect on the revenue of the City for General Operating Expenses, as certain revenues formerly available for that purpose are now pledged for the interest and bond payments of the revenue bond issue. These are the Cigarette Tax, Telephone Franchise Tax, and the over expenses from the sale of water. A 10% utility tax was imposed during the year which is also pledged, as will be the sewer charge which is to be imposed as connections are made to the sewer system.

The Bond Resolution has provisions whereby funds not needed to meet the interest and bond payments will be made available to the General Fund for operating expenses and capital improvements, so that much of the revenue previously used for operating expenses will still be for general fund and capital improvement purposes although there will be a lapse of time involved. The City was fortunate to have a generous surplus available at the year's end so that other pressing needs for improvements do not have to be neglected entirely until the sewer system is completed and revenues received from it to defray a portion of the bond cost.

The continued growth of the City has placed a heavier work load on the office force. New dwellings mean more accounts to keep, more water and garbage billings, more activity at the counter, heavier mail payments and more payment postings, as well as more phone calls for information or inquiries regarding their accounts. Every sale of property or placement of a mortgage within the City involves additional clerical work. Inquiries from financial institutions and title abstract companies have to be answered setting forth any obligations which the City may have against the property involved, including paving, mowing and others, and any water and garbage charges that are unpaid.

A summary of some of the more salient activities are given below:

, , , , , , , , , , , , , , , , , , , ,	
Number	of transactions 1958
Building, Electrical & Septic Tank Permits & Receipts	1,370
Occupational License Permits	1,545
Bills rendered for Paving, Mowing and other	1,749
Property clearance letters	403
Water and Garbage Billings:	
Regular	21,249
Special	2,007
Delinquent	2,063

Some other activities in connection with the servicing of the water accounts might be of interest and illustrates, in part, the seasonal habits of many residents who live in the City a portion of the year and go north for the balance of the year:

Water Turn Ons		
Water Turn Offs	738	
Change of address and name	635	
Field collection calls	459	

In this connection, those of you who plan on leaving the City for a period of time should remember that the Water and Sewer Department at City Hall must be notified if you wish water service discontinued during your absence. It is the only way this office can know of your intention. It should also be remembered the Water and Sewer Department wants to serve you to the best of their ability and to this end, a post card advising it of the probable date of your return would put it in the position of being able to have your water service available to you upon your return, without the inconvenience of waiting for it to be turned on. Equipment and Records:

The Finance Director is constantly striving for improvements in procedure and equipment to meet the increased demand for services that comes with a growing City. Records are improved as the need becomes apparent. An understanding City Council and City Manager has permitted the purchase of new and improved equipment when the need is evident and funds are available.

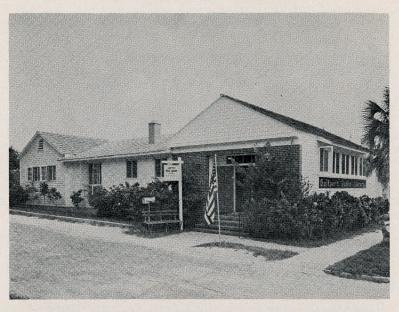
A new addressograph machine was installed early in the budget year to replace one that had seen many years of service. A new graphotype machine to supplement the addressograph was purchased at the end of the budget year to replace one built in 1925. These are two very important additions as the entire procedure for billing water and garbage charges and the keeping of approximately 16,000 record cards is built around these two machines. It is necessary to have a meter reading card, a bookkeeping machine ledger card and rolodex cards for each individual owner or renter by name and by street address to have adequate information. A much needed calculating machine was also purchased.

We are constantly working to modernize by adding time saving equipment and increase the efficiency of our clerical personnel. This is necessary to meet and compensate for the activity resulting from our City's growth. The Clerical Staff is faithful and hard working and our turnover in personnel is light, all of which contributes immeasurably to the operation of the Finance Department.

#### Finance Department Budget

	1957-58		1958-59
	Budget	Expended	Budget
Salaries	\$10,868	\$10,868.00	\$11,960
Supplies	1,200	1,170.98	1,200
Capital Equipment (Office)	500	230.31	300
All Other (Audit, Extra Help, etc.)	1,429	1,420.91	2,695
Total	\$13,997	\$13,690.20	\$16,155

#### GULFPORT PUBLIC LIBRARY





Front Row, left to right: Margaret McHale, June DeGear, Mrs. Bart Bryan, Mrs. Jennie L. Stevenson, Maude Alberty. Back Row, left to right: Mrs. Roswell Hatch, Mrs. Christine Renick, Marion Hodgson.

#### August 1, 1957 — July 31, 1958

Keeping pace with the growth of the City, the Library during the past fiscal year expanded in every department in a gratifying way.

The pulse of a Library is its circulation, and the figures at the end of the year showed that our Library is in a healthy condition. The total number of books checked out during the year was 103,611. Of these, 21,826 were children's books and 81,785 were adult books, fiction and non-fiction.

This was an increase of 5,229 books checked out during the previous year. There were 823 new cards issued to borrowers, a gain of 47 over the year before. To date there have been 8,773 people who have signed up to draw books from the Library.

This summer the Gulfport Library took part in the Smokey Bear reading program sponsored by the Florida Forestry and Conservation Department. The program was offered to all Libraries in Florida, but only 19 availed themselves of the opportunity. Of the 2,215 members, over 100 were children from our own Library and of these 58 received the Smokey Bear Reading Club Certificate given for reading ten or more books on nature during the summer. These certificates were awarded at the opening of school by Mrs. Bart Bryan, librarian, and the school principals.

The Great Books organization met for the fourth year at the Library twice a month during the winter season..

An addition of two exhaust fans has made a great difference in comfort to workers and patrons in the Library.

During the twenty-three years the Library has been serving the public, 23,299 books have been placed on the shelves. Th staff consists of Mrs. Bart Bryan, librarian, and assistants Miss Marion Hodgson, Mrs. Christine Renick, Mrs. June Degear, Mrs. Jennie Stevenson, and volunteer workers Miss Margaret McHale, Mrs. Roswell Hatch and Miss Maude Alberty.

#### Library Budget

	1957-58		1958-59
	Budget	Expended	Budget
Salaries	\$6,786.00	\$6,781.00	\$7,566
Books	1,175.00	1,167.59	1,500
Building Maintenance	275.00	270.37	275
Supplies	300.00	282.01	300
All Other	331.00	314.85	417
Total ,	\$8,867.00	\$8,815.82	\$10,058

#### **GULFPORT CASINO**



The Gulfport Casino, owned by the City of Gulfport and operated by contract for management, serves a large segment of our citizens.

The Merrymakers Orchestra is almost a permanent fixture in the Casino operation, having completed their 29th year of furnishing music for the Monday, Wednesday and Friday night dances..

For some time the Chamber of Commerce has conducted very successful and well run teenage Platter Parties on Saturday nights, entertaining hundreds of area youngsters.

Daily throughout the winter months State societies use the facilities for regular meetings.

Sunday afternoon entertainment consisting of Community Sings was conducted throughout the year.

Extensive repairs to the Casino facilities have been completed and will serve to increase the attractiveness of this center of civic activity on a year 'round basis.

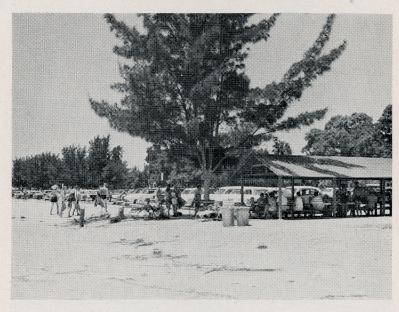
Revenue-wise the cold winter and shutdown necessary for new floor installation reduced the gross receipts from the Casino from the \$38,307 realized in 1956-57 to \$35,950 for the year 1957-58. Net income after expenses for the year was \$13,207.

The Casino, a money producing venture, continues to serve the City as a recreation center and to produce needed income. It is our desire to maintain and improve the physical facilities of the Casino and the beach area and to develop more activity in the use of these facilities.

#### Gulfport Casino Budget

Cost of Entertainment	1957-58 Budget \$10,140 4,420 4,100 1,600 1,500 1,452 23,212	Expended \$ 9,880.00 4,305.00 3,709.05 1,918.97 1,834,04 995.89 	1958-59 Budget \$10,500 4,680 4,100 2,000 2,620 1,734 25,634
Add Anticipated Capital			
Improvements	8,900	8,669.45	5,100
Total Expense, Including Capital Improvements	32,112	31,312.40	30,734
Gross Income Anticipated			
and Realized Less Expense	38,000 32,112	35,975.41 31,312.40	38,000 30,734
Net Income to City	\$ 5,888	\$ 4,663.01	\$ 7,266

#### GULFPORT PUBLIC BEACH



Your City Council fully recognizes the value of maintaining Gulfport's major natural asset, its public beach.

Serious erosion had reduced our beach to only a fraction of its original usefulness, thus, this past year City Council authorized the dredging and filling of the area to restore it to full usefulness at a cost of Eleven Thousand Dollars.

Improvements to the area surrounding the Casino, establishing limits for offshore swimming to prevent accidents and use of additional personnel in cleaning, maintaining and providing protection, have improved the facilities immeasurably.

The activity at the beach has more than doubled since its repair and we are now pressed to provide additional facilities heretofore unrequired. We are awaiting the sanitary sewer installations in the area before considering construction of a bathhouse and rest room facilities.

More parking has been provided and the new fill area to the south and west, now completely seawalled, lends itself to future development of excellent recreational facilities.

Expenditures at our public beach are made in the interest of promoting recreation for our citizens and to provide facilities for winter and summer visitors. It is an investment in the overall welfare of our City. Maintenance of the property improvements and protection to the public is the cause we serve.

#### YACHT BASIN



The Yacht Basin, not unlike the city's Casino operation, is a profit producing asset to the city which also serves the need of our citizens and others by providing well protected, reasonably priced boat slips.

Major repairs to the Yacht Basin area completed this past year have increased the attractiveness and eventually will increase the serviceability of the area immeasurably. Removal of the mangrove islands unsuited for development and dredging of the inner and outer channels have opened the area up for larger boats and safety to all. Recent installation of range lights and channel markers has improved overall facilities.

At present approximately 120 boats have berths in the basin with facilities being improved and expanded as money becomes available and demand becomes evident.

A new fill area with seawall was installed late in the year, which cleans up a blighted section of the basin and provides a large parking area. Plans to build attractive covered slips have been completed and are awaiting council approval for construction. Additional seawalling is contemplated on the east side of the basin to provide additional slip space and to enable filling of the area above tidal flows.

Total income realized for the year 1957-58 was \$9,573.63, with expenses of \$5,190.50.

The present income received from the Yacht Basin operation, although small, is steady and does not involve any large capital investment. Future development of the basin along lines as recommended by the Planning and Zoning Board should increase income and provide excellent recreational facilities.





Beaches, Parks and Playground Budget

	15		
	1957-58		1958-59
	Budget	Expended	Budget
Salaries	\$3,966	\$4,258.68	\$ 6,150
Maintenance	1,500	956.53	3,500
Capital Outlay	500	67.38	500
Other		97.64	145
Total Expense	\$6,059	\$5,380.23	\$10,295

#### COMMUNITY HALL



The Gulfport Community Hall is maintained and operated by the City to serve the needs and requirements of local organizations and organizations from outside the City. The facilities serve to provide many hours of enjoyment to groups of different ages and interests.

This past year 424 separate meetings were held, averaging better than one meeting per day the year around. 371 of such meetings were local Gulfport organizations, broken down to 76 morning meetings, 121 afternoon and 174 evening meetings. There were 53 meetings of out-of-town organizations using our facilities—13 morning, 38 afternoon and 2 evening meetings.

The activity experienced certainly justifies the maintenance of this community project and improvements to existing facilities.

The rate schedule for use of the Community Hall is as follows:

	Local Organizations	Out-of-Town Organizations
Mornings	\$1.00	\$ 2.00
	1.50	3.00
Evenings	2.50	10.00

Total income realized for the year 1957-58 was \$845.50, total expenses \$1,172.87, net loss \$327.32. This is a considerable improvement over last year's operation when the loss was \$1,016. A City Council attempt early in the year to increase rates by 50 cents was defeated by citizen protest.

# CITY OF GULFPORT GENERAL FUND — BALANCE SHEET JULY 31, 1958

Δ	-	-	_	-
Δ	•	•	_	

ASSETS		
Petty Cash	\$ 900.00	
Gulf Beach Bank—General Fund	73,879.58	
Gulf Beach Bank—Capital Impr. Fund	28,871.02	\$103,650.60
	<u> </u>	
Gulf Beach Bank—Time Account		125,000.00
Misc. Accts. Receivable	3,457.79	
Water & Garbage Accts. Rec	7,479.29	
Liens Receivable		
	<del></del> -	
	32,518.10	
Less Reserve	1,134.00	31,384.10
Other Receivables & Liens		
Less Contra	572.69	
	110.00	
Parking Meters	442.68	
Due for Parking Meters	442.68	
Inventories Public Works & Other	5,807.47	
Water Department	0,005.02	
	12,491.09	
Less Reserve	12,491.09	
Ecss (Cscrvc		
Inventory @ Yacht Basin		170.00
Deferred Expense		179.96
2 cicroa 22pc		
		\$260.384.66

# SINKING FUND TRIAL BALANCE JULY 31, 1958

#### **ASSETS**

Gulf Beach Bank	\$ 150.88	
Union Trust Co. Sinking Fund		
Union Trust Co. Bond Retirement A/C		9,092.63
Chemical Corn Exc. Bank,		
Coupon Paying Account		6,822.05

85,914.68

#### LIABILITIES & SURPLUS

Bond Interest Coupon Payable	6,822.05
Due for Retirement of Bonds	77,011.25
Due for Retirement Certificates of Indebtedness	119.00
Accrued Assessment Expense	261.17
Surplus Account	\$84,213.47 1,701.21
Pur Pur 12000 and the purpose of the	\$85,914.68

#### CAPITAL FUND

#### Assets

Amount to be provided for Funded Debt	170,500
---------------------------------------	---------

#### Liabilities

Ronds Pavable	 170.500
Donus Lavable	 ,

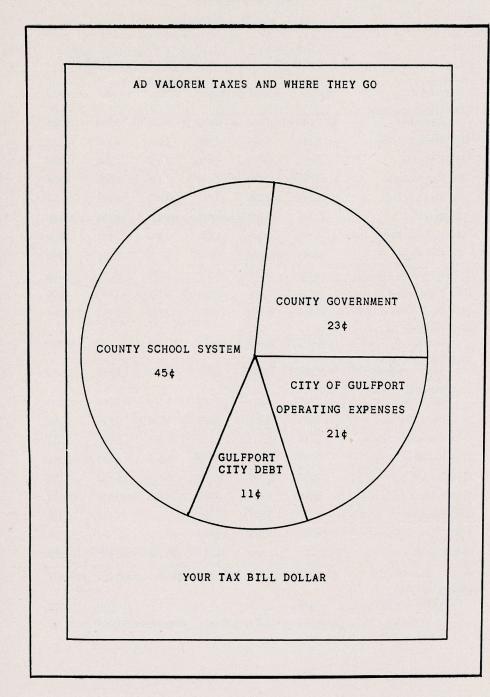
#### GENERAL FUND

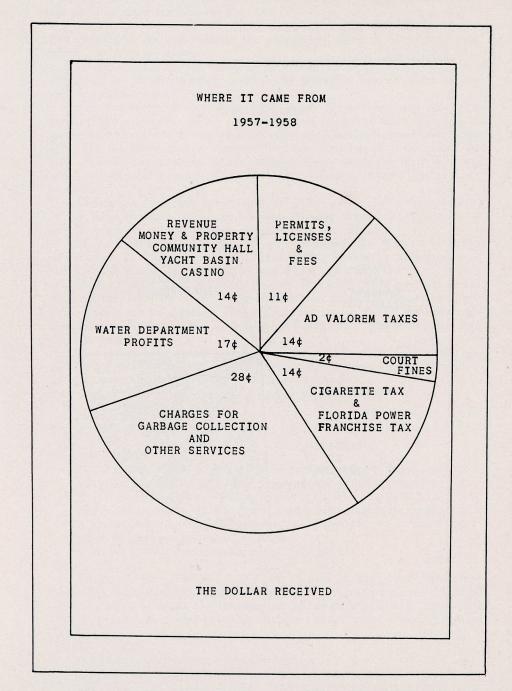
### Summary of 1958-59 Revenue Budget

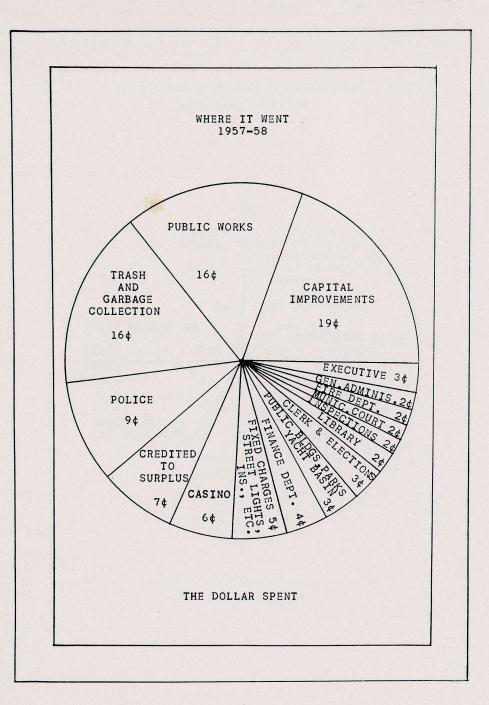
	1956-57		1957-58		1958-59	
	Budget	Actual	Budget	Actual & Est.	Pro- posed	Council Adopted
100 Gen. Property Taxes	\$ 43,000	\$ 44,328	\$ 46,500	\$ 54,000	\$ 61,750	\$ 61,750
200 Permits, Licenses,					04.460	04.460
and Fees	32,960	45,553	50,860	40,375	34,460	34,460
300 Police Court	3,000	6,134	5,000	5,625	5,550	5,550
400 Rev. fm Money & Proj	o. 48,941	53,706	52,580	53,897	56,067	56,067
500 Rev. fm Other Agencie	s 32,600	53,244	48,500	79,500	138,500	138,500
600 Service Charges	48,900	58,743	72,850	81,750	114,600	114,600
Total	\$209,401	\$261,708	\$276,290	\$315,147	\$410,927	\$410,927
2801 APPROPRIATED SURPLUS						
General Fund Surplus	33,195	33,195	47,908	47,908	112,139	136,922
Capital Improvements Fund					28,000	28,000
Transfer fm Water Dept.	42,057	59,527	36,987	66,316		
GRAND TOTAL	\$284.653	\$354,430	\$361.185	\$429,371	\$551,066	\$575,849

## 1958-59 Budget Summary by Departments

		1956-57		1957-58		1958-59	
		Budget	Actual	Budget	Actual & Est.	Pro- posed	Council Adopted
110	Legislative and City Clerk	\$ 7,640	\$ 7,064	\$ 9,660	\$ 9,569	\$ 13,865	\$ 15,365
210	Municipal Court	5,841	5,675	6,380	5,815	6,448	7,715
310	Executive	6,697	6,573	9,086	9,062	11,250	10,600
320	Gen. Admin.	5,621	5,072	7,147	7,145	8,556	8,856
400	Finance Dept.	12,218	11,236	13,997	13,833	16,048	16,155
900	Police	27,744	27,048	36,691	35,227	38,686	38,686
911	Parking Meter Div.	3,400	2,810	15,941	2,394	550	550
920	Fire Dept.	6,194	5,252	6,150	5,222	6,850	6,850
930	Inspection Dept.	4,810	4,792	5,275	5,272	5,795	5,795
1000	Engineering Service	3,200	3,024	4,263	4,175	4,000	4,000
1011	Public Works Admin	. 35,852	35,200	59,056	59,819	92,747	112,284
1012	Public Works— Garbage & Trash	46,692	45,527	63,003	62,943	84,330	84,330
1014	Div. of Traffic Signs — Signs	1,450	1,372	1,230	1,230	2,050	2,050
1015	Material Costs — Other Services	2,875	2,875	3,500	3,500	15,000	15,000
1101	Clam Bayou	4,971	4,434	5,871	4,599	5,298	5,298
1102	Community Hall	2,750	2,449	1,376	1,376	2,051	2,051
1103	Beaches	5,705	5,606	6,059	6,059	8,295	10,295
1105	Casino	23,238	22,789	23,212	23,215	25,634	25,634
1106	Library	8,146	7,605	8,867	8,848	10,058	10,058
1310	Elections	1,310	1,027	2,420	623	2,125	2,125
1400	Fixed Charges	16,800	16,375	19,450	18,215	22,730	22,730
2500	Capital Improv.	51,200	51,060	74,717	79,758	152,650	152,650
	Sub-Total	\$284,354	\$274,865	\$383,351	\$367,897	\$535,016	\$559,077
	ERVE FOR NTINGENCIES	300	5			16,050	16,772
	TOTAL	\$284,654	\$274,870	\$383,351	\$367,899	\$551,066	\$575,849







#### GENERAL INFORMATION

City Employees are desirous of rendering prompt, efficient and courteous service. They are loyal, hard working people who appreciate a pleasant word or smile the same as you do.

Do not be impatient with the clerk trying to help you. The employee had nothing to do with making the ordinances, rules or regulations with

which you may not agree.

Do not ask for special favors or treatment. To do so places officers or employees in an embarassing position, as partiality has no place in the

administration of the City.

The employees of the Water and Sewer Department are not mind readers and can only act on the information given to them. Be sure to notify this department if you want the water service discontinued on a given date. The minimum charges continue if proper notification is not given. Be sure to notify by card or letter, allowing ample time for mail delivery, when you expect to return if water service was discontinued during your absence.

Remember, City Hall is not open Saturdays or Sundays. Request turn-off or turn-on service so it can be done Monday through Friday, prior to 4 P.M. when the service men are through work for the day.

If your property is rented, be sure to inform the Water and Sewer Department of change of tenant. Correct billing cannot be made unless it

is known when one party moves out and a new one moves in.

When renting your property, be sure to notify the Water and Sewer Department before the water is turned on so the usual \$10 deposit required from tenants can be obtained. This will protect you in part at least from the possibility of having to pay a delinquent Water and Garbage bill incurred by your tenant.

If you sell your property, be sure to advise City Hall. Give name and address of new owner and date of title transfer; also ask for a reading

of your water meter on the day you leave the property.

Date of Billing: WATER & GARBAGE RATES

Bills are rendered each two months. The City is divided into sections for meter reading and billing purposes. Each section has a different billing date.

Minimum Water Bill:

\$1.75 for one month with water consumption of 2,000 gallons or less.

\$3.50 for two months with water consumption of 4,000 gallons or less.

No water charge when water is turned off.

Consumption above the minimum is on a graduated scale, beginning at .5125c per 1,000 gallons above the minimum.

15 to 30 days considered as a month.

1 month and 15 days considered as two months.

Service Charge:

\$1.00 to turn off water, and \$1.00 to turn on the water. No person other than authorized city employee shall make turn off or turn on. A \$1.00 service charge is made for transferring an account into new name. 50c charge is made for second notice on overdue account and for each collection call made.

Garbage Charge:

\$1.20 per month for a one family unit.

60c per month for each additional unit on same meter.

60c (half rate) per month when water is turned off on one family unit.

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