

City of Key West
Annual Budget
Fiscal Year 2022/2023

Fund: 001 General Fund
Department: 1301 Finance

Key	Object	Account Description	Category	FY 2019/2020 Actuals	FY 2020/2021 Actuals	FY 2021/2022 Adopted	FY 2021/2022 6 Mth Amnd	FY 2021/2022 6 Mth Actuals	FY 2022/2023 Dept Req	FY 2022/2023 CM Review	FY 2022/2023 CC Adopted
0011301	5131200	Regular Salaries & Wages		\$769,094	\$657,318	\$824,518	\$893,389	\$463,024	\$885,714	\$878,411	\$878,411
0011301	5131400	Overtime		\$125	\$31	\$1,000	\$1,000	\$0	\$1,000	\$1,000	\$1,000
0011301	5131500	Special Pay		\$1,035	\$960	\$960	\$960	\$480	\$1,500	\$1,500	\$1,500
0011301	5132100	FICA Taxes		\$54,125	\$46,965	\$63,226	\$68,495	\$33,599	\$67,948	\$67,390	\$67,390
0011301	5132200	Retirement Contributions		\$38,808	\$41,035	\$45,827	\$51,337	\$21,391	\$61,493	\$60,908	\$60,908
0011301	5132300	Life & Health Insurance		\$150,901	\$144,029	\$162,775	\$177,573	\$77,422	\$192,163	\$192,163	\$192,163
Personnel Services				\$1,014,088	\$890,337	\$1,098,306	\$1,192,754	\$595,916	\$1,209,818	\$1,201,372	\$1,201,372
0011301	5133100	Professional Services		\$0	\$29,650	\$5,000	\$5,000	\$180	\$5,000	\$5,000	\$0
0011301	5133400	Other Contractual Service		\$5,774	\$5,739	\$6,000	\$6,000	\$2,508	\$6,000	\$6,000	\$6,000
		ARMORED CAR PICKUP									\$6,000
0011301	5134000	Travel & Per Diem		\$400	\$0	\$500	\$500	\$200	\$2,750	\$2,750	\$5,250
		FGFOA ANNUAL CONFERENCE									\$1,500
		MISCELLANEOUS TRAVEL FOR TRAINING									\$2,500
		INVESTMENT SEMINAR									\$500
		SUNPASS									\$750
0011301	5134100	Communications/Postage		\$201	\$37	\$250	\$250	\$9	\$200	\$200	\$200
0011301	5134400	Rentals & Leases		\$3,988	\$2,207	\$4,440	\$4,440	\$0	\$4,440	\$4,440	\$4,440
		COPIER/PRINTER/SCANNER MACHINE - 12 @ 370									\$4,440
0011301	5134600	Repairs and Maintenance		\$2,354	\$2,464	\$2,500	\$2,500	\$1,590	\$2,500	\$2,500	\$2,500
		COIN SORTER MAINTENANCE AGREEMENT									\$1,600
		FORMAX FOLDER/SEALER MAINTENANCE AGREEMENT									\$900
0011301	5134700	Printing & Binding		\$377	\$485	\$800	\$800	\$0	\$800	\$800	\$800
		CHECK STOCK									\$500
		FIXED ASSET TAGS									\$300
0011301	5134900	Other Current Charges		(\$589)	(\$967)	\$500	\$500	(\$278)	\$500	\$500	\$500
		TRIM ADVERTISEMENTS - BUDGET									\$500
0011301	5135100	Office Supplies		\$6,895	\$6,500	\$6,000	\$6,000	\$3,762	\$6,000	\$6,000	\$6,000
0011301	5135200	Operating Supplies		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0011301	5135400	Books-Subscrip-Membership		\$945	\$1,421	\$1,400	\$1,400	\$0	\$1,525	\$1,525	\$16,525

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		CAFR APPLICATION									\$1,100
		DEBTBOOK SUBSCRIPTION									\$15,000
		FGFOA MEMBERSHIP - 4 @ \$50									\$200
		GFOA MEMBERSHIP - 1 @ \$225									\$225
0011301	5135500	Training		\$0	\$320	\$750	\$750	\$0	\$1,100	\$1,100	\$2,100
		FGFOA ANNUAL CONFERENCE REGISTRATION									\$350
		INVESTMENT SEMINAR REGISTRATION									\$250
		MISCELLANEOUS TRAINING									\$1,000
		WEBINAR REGISTRATIONS									\$500
Operating Expenditures				\$20,345	\$47,857	\$28,140	\$28,140	\$7,970	\$30,815	\$30,815	\$44,315
Finance - Total				\$1,034,433	\$938,194	\$1,126,446	\$1,220,894	\$603,886	\$1,240,633	\$1,232,187	\$1,245,687

City of Key West
 FY 22/23 BUDGET
 Personnel Allocation

1301 FINANCE

TOTAL:

AUTHORIZED BUDGET	
FY21/22	FY22/23
11.00	11.00

POSITION TITLE	AUTHORIZED BUDGET		POSITION TITLE	AUTHORIZED BUDGET	
	FY21/22	FY22/23		FY21/22	FY22/23
FULL TIME:			PART TIME:		
Accounting Coordinator	1.00	1.00			
Assistant Finance Director	1.00	1.00			
Budget Specialist	1.00	1.00			
Central Purchasing Agent	1.00	1.00			
Chief Accountant	1.00	1.00			
Coordinator III	3.00	3.00			
Finance Director	1.00	1.00			
Finance/Payroll Specialist	1.00	1.00			
Revenue Collection Supervisor	1.00	1.00			
TOTAL FULL TIME:			TOTAL PART TIME:		
	11.00	11.00		-	-

**SALARY BUDGET
FY 22/23 POSITION CONTROL**

SS Cap (does not incl Med)
147,000 FY2022

7.65%

\$16,014 PY \$14,798

<u>COST CENTER/ POSITION TITLE</u>	<u>GRD/ STEP</u>	<u>FY 21/22 Apprvd FTEs</u>	<u>FY 22/23 Proposed FTEs</u>	<u>Health Insurance FTEs</u>	<u>PART TIME</u>	<u>CTRCT COUNT</u>	<u>TEMP COUNT</u>	<u>Notes</u>	<u>Change in FTEs</u>	<u>Annual Salary</u>	<u>12 FY 22/23 Salary</u>	<u>12 Longevity</u>	<u>14 Over time</u>	<u>15 Special Pay</u>	<u>21 FICA Medicare</u>	<u>22 Retire Contrib</u>	<u>23 Health Life Ins</u>	<u>TOTAL</u>	
1301 FINANCE																			
ACCOUNTING COORDINATOR	G 117	1.00	1.00	1.00						61,160	64,218					5,137			
ASSISTANT FINANCE DIRECTOR	U 136	1.00	1.00	1.00						112,435	118,057			600					
BUDGET SPECIALIST	N 126	1.00	1.00	1.00						71,694	75,279					6,022			
CENTRAL PURCHASING AGENT	G 122	1.00	1.00	1.00						59,202	62,162					4,973			
CHIEF ACCOUNTANT	U 130	1.00	1.00	1.00						74,995	78,745					6,300			
COORDINATOR III	G 116	1.00	1.00	1.00						53,336	56,003					4,480			
COORDINATOR III	G 116	1.00	1.00	1.00						52,478	55,102					4,408			
COORDINATOR III	G 116	1.00	1.00	1.00						49,587	52,066					4,165			
DEPART AUDITOR-CONTRACT ADMIN	N 122	1.00	1.00	1.00						59,197	62,157					4,973			
DIRECTOR OF FINANCE	N 140	1.00	1.00	1.00						115,000	120,750			900		9,660			
FINANCIAL/PAYROLL SPECIALIST	N 126	1.00	1.00	1.00						71,694	75,279					6,022			
REVENUE COLLECTION SUPERVISOR	N 120	1.00	1.00	1.00						55,804	58,594					4,688			
		12.00	12.00	12.00	0.00	-	-		0.00	836,582	878,411	0	1,000	1,500	67,390	60,908	192,163	1,201,372	
											2% Merit Inc	Base	Taxes	Pension					
												17,568	1344	1217	20,129	Merit Contingency			