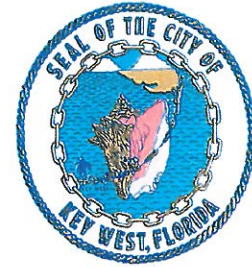


MEMORANDUM



Date: April 9th, 2014
To: Bob Vitas, City Manager
Cc: Key West Bight Management District Board
From: Doug Bradshaw
Re: March 2014 Monthly Report for Key West Bight

I. Key West Bight Operations:

- Finalized round-a-bout phasing plan
- Relocated Key West Express check in booth
- Seawall inspection started
- Trash Enclosure roof repaired

Key West Bight Marina:

- Transient dockage revenues in March were equal to March of last year.
Checked all diesel and gas filters on fuel pumps
- Checked all cleats on A-dock and D-dock
- Lubricated all hose reels on gas pumps and diesel pumps
- Made arrangements to upgrade reservation software for marina reservation program.
- Received drawings for new fuel sign.

Key West Bight Leasing:

- Three letters of interest were received for the advertising space at the Ferry Terminal and a draft lease is out for review.
- Lease renewal discussions are underway with the Half Shell Raw Bar and an updated survey has been received.

II. Priorities for the Upcoming Month

- Identify Grant opportunities
- Fuel dock sign
- Training for marina reservation program

III. Capital Project Updates

Project	Status	Comments
Common Area Signage, Landscape, Entries	Roundabout design complete	

Ferry Terminal Pier Extension	Drawing submitted	Army Corp Review
Thompsons Fish House Structural Repairs	Appraisal received	
Turtle Kraals Wall Rebuild	Drawings Received	Bid in May
Trumbo Dock	30% drawings approved	Layout complete, permitting underway

**Key West Bight, Ferry Terminal
Year to Year Revenue Comparison
Monthly – March 2013/2014**

	<u>March '13</u>	<u>March '14</u>
KW Bight	\$ 583,460	\$ 612,025
Ferry Terminal	\$ 42,918	\$ 49,379
Grand Total	\$ 626,378	\$ 661,404

Revenue Detail

Key West Bight:

Transient Dockage	Even with last year
Dinghy	- 1%
Retail sales	+143%
Parking	+ 12%
Fuel	+ 18%

**2014 Annual Budget Comparison to
February Actual Year-to-Date Revenue**

<u>Key West Bight</u>	<u>Annual Budget</u>	<u>Year-to-Date Actual</u>	<u>42% Lapsed % Achieved</u>
Intergovernmental	\$ 617,390	\$ 0	0%
Charges for Services	\$ 4,719,400	\$ 1,901,215	40%
Fines & Forfeits	\$ 66,100	\$ 21,693	33%
Misc. Revenue	\$ 3,030,400	\$ 936,096	31%

** Detailed financial report follows on succeeding pages*

FISCAL YEAR 2013/2014
FEBRUARY REVENUE REPORT
42 % OF FISCAL YEAR LAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	OUTSTANDING BALANCE	% OF REVENUE BUDGET
Key West Bight					
Intergovernmental Revenue					
405-0000-334-9000	Other State Grants	617,390	0	617,390	0
*	State Grants	617,390	0	617,390	0
**	Intergovernmental Revenue	617,390	0	617,390	0
Charges For Services					
405-0000-341-9500	Returned Check Charges	0	582	582-	0
*	General Government	0	582	582-	0
405-0000-344-2802	Ferry Terminal	160,000	61,008	98,992	38
405-0000-344-2803	Port Security Surcharge	21,900	0	21,900	0
405-0000-344-5000	Parking	741,300	372,604	368,696	50
405-0000-344-5002	KW Bight Ferry Terminal	0	2,365	2,365-	0
*	Transportation	923,200	435,977	487,223	47
405-0000-347-5100	Dockage-Transient	702,500	350,746	351,754	50
405-0000-347-5208	Upland Electric & Sewer	8,900	1,623	7,277	18
405-0000-347-5209	Common Area Charges	350,000	94,876	255,124	27
405-0000-347-5210	Ferry Terminal CAM	7,800	3,215	4,585	41
405-0000-347-5211	Marina Tenant Utilities	62,000	32,653	29,347	53
405-0000-347-5291	FT Advertising	24,000	7,642	16,358	32
405-0000-347-5303	Ferry Boats	117,300	42,577	74,723	36
405-0000-347-5500	Dockage-Recreational	96,300	40,263	56,037	42
405-0000-347-5600	Dockage-Liveaboard	113,100	47,994	65,106	42
405-0000-347-5700	Dockage-Commercial	876,000	375,759	500,241	43
405-0000-347-5800	Penalties	9,500	20,573	11,073-	217
405-0000-347-6100	Dinghy Dockage	91,300	43,022	48,278	47
405-0000-347-6200	Key West Bight - Gas	499,500	191,341	308,159	38
405-0000-347-6300	Diesel	716,000	187,508	528,492	26
405-0000-347-6302	Ferry Terminal Taxable	122,000	24,861	97,139	20
405-0000-347-6400	Miscellaneous Non-Taxable	0	5	5-	0
*	Culture/Recreation	3,796,200	1,464,656	2,331,544	39
**	Charges For Services	4,719,400	1,901,215	2,818,185	40
Fines & Forfeits					
405-0000-351-0300	Parking Fine	66,100	21,693	44,407	33
*	Judgment & Fines	66,100	21,693	44,407	33
**	Fines & Forfeits	66,100	21,693	44,407	33
Miscellaneous Revenues					
405-0000-361-0000	Interest Earnings	60,000	0	60,000	0
*	Interest Earnings	60,000	0	60,000	0
405-0000-362-5400	Upland Leases	2,755,400	880,032	1,875,368	32
405-0000-362-5500	KW Bight Ferry Terminal	66,400	27,531	38,869	41
405-0000-362-9000	Misc Yearly Leases	100,500	0	100,500	0
*	Rents & Royalties	2,922,300	907,563	2,014,737	31
405-0000-369-0000	Other Misc Revenues	0	1,765	1,765-	0
405-0000-369-9100	Sales Tax Commission	0	67	67-	0
405-0000-369-9700	Misc Sales Taxable	38,500	22,590	15,910	59
405-0000-369-9800	Non-Taxable	9,600	4,111	5,489	43
*	Other Misc Revenues	48,100	28,533	19,567	59

FISCAL YEAR 2013/2014
FEBRUARY REVENUE REPORT
42 % OF FISCAL YEAR LAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	OUTSTANDING BALANCE	% OF REVENUE BUDGET
Key West Bight					
Miscellaneous Revenues					
**	Miscellaneous Revenues	3,030,400	936,096	2,094,304	31
Other Sources					
405-0000-389-9006	Retained Earnings	6,100,000	0	6,100,000	0
405-0000-389-9110	Project Cryfwrdd Reserve	3,017,946	0	3,017,946	0
405-0000-389-9112	Prior Yr Budget-Prior POs	2,949	0	2,949	0
*	Nonoperations Sources	9,120,895	0	9,120,895	0
**	Other Sources	9,120,895	0	9,120,895	0
***	Key West Bight	17,554,185	2,859,003	14,695,182	16

FISCAL YEAR 2013/2014
FEBRUARY EXPENDITURE REPORT
42 % OF FISCAL YEAR LAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMENDED BUDGET	ENCUMBRANCE	YEAR-TO-DATE ACTUAL	UNENCUMBERED BALANCE	% of EXPENDED BUDGET
Key West Bight						
General Administration						
405-7501-575-1200	Regular Salaries & Wages	56,907	0	21,386	35,521	38
405-7501-575-1500	Special Pay	48	0	69	21-	144
405-7501-575-2100	FICA Taxes	4,395	0	1,623	2,772	37
405-7501-575-2200	Retirement Contributions	5,167	0	1,702	3,465	33
405-7501-575-2300	Life & Health Insurance	5,903	0	3,682	2,221	62
405-7501-575-2400	Workers' Compensation	4,680	0	1,170	3,510	25
405-7501-575-3100	Professional Services	10,000	7,800	0	2,200	78
405-7501-575-3200	Accounting & Auditing	24,400	8,671	13,667	2,062	92
405-7501-575-3400	Other Contractual Service	600	440	0	160	73
405-7501-575-4000	Travel & Per Diem	3,000	0	0	3,000	0
405-7501-575-4100	Communications/Postage	500	200	0	300	40
405-7501-575-4300	Utility Services	700	0	62	638	9
405-7501-575-4301	Cable and Satellite TV	0	0	295	295-	0
405-7501-575-4302	Electricity	5,100	0	6,631	1,531-	130
405-7501-575-4303	Wastewater	1,200	0	606	594	51
405-7501-575-4304	Water	1,100	0	395	705	36
405-7501-575-4400	Rentals & Leases	1,200	586	586	28	98
405-7501-575-4500	Insurance	124,500	0	31,125	93,375	25
405-7501-575-4600	Repairs and Maintenance	3,500	2,406	2,024	930-	127
405-7501-575-4700	Printing & Binding	500	0	0	500	0
405-7501-575-4900	Other Current Charges	228,000	398	218,631	8,971	96
405-7501-575-5100	Office Supplies	3,100	305	513	2,282	26
405-7501-575-5200	Operating Supplies	500	30	78	392	22
405-7501-575-5400	Books, Subscrip, Membership	2,400	181	2,065	154	94
405-7501-575-5500	Training	1,500	0	0	1,500	0
405-7501-575-6200	Buildings	91,389	23,500	0	67,889	26
405-7501-575-7100	Debt Service-Principal	1,240,300	0	1,240,273	27	100
405-7501-575-7200	Debt Service-Interest	202,900	0	111,839	91,061	55
405-7501-575-9100	Transfers	809,081	0	202,270	606,811	25
405-7501-575-9803	Operating	1,521,624	0	0	1,521,624	0
405-7501-575-9900	Other Uses	4,311,045	0	0	4,311,045	0
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*		8,665,239	44,517	1,860,691	6,760,031	22
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****	General Administration	8,665,239	44,517	1,860,691	6,760,031	22

FISCAL YEAR 2013/2014
FEBRUARY EXPENDITURE REPORT
42 % OF FISCAL YEAR LAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMENDED EUDGET	ENCUMBRANCE	YEAR-TO-DATE ACTUAL	UNENCUMBERED BALANCE	% of EXPENDED BUDGET
Key West Bight						
Upland Leases Maintenance						
405-7502-575-6200	Buildings	2,239,877	1,395,087	604,913	239,877	89
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*		2,239,877	1,395,087	604,913	239,877	89
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****	Upland Leases Maintenance	2,239,877	1,395,087	604,913	239,877	89

FISCAL YEAR 2013/2014
FEBRUARY EXPENDITURE REPORT
42 % OF FISCAL YEAR LAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMENDED BUDGET	ENCUMBRANCE	YEAR-TO-DATE ACTUAL	UNENCUMBERED BALANCE	% of EXPENDED BUDGET
Key West Bight						
Marina Operations						
405-7503-575-1200	Regular Salaries & Wages	248,786	0	112,832	135,954	45
405-7503-575-1400	Overtime	13,500	0	7,357	6,143	55
405-7503-575-1500	Special Pay	420	0	221	199	53
405-7503-575-2100	FICA Taxes	20,097	0	8,659	11,438	43
405-7503-575-2200	Retirement Contributions	23,606	0	8,942	14,664	38
405-7503-575-2300	Life & Health Insurance	79,163	0	30,512	48,651	39
405-7503-575-2400	Workers' Compensation	14,040	0	3,510	10,530	25
405-7503-575-3100	Professional Services	30,000	23,093	4,940	1,967	93
405-7503-575-3400	Other Contractual Service	44,780	1,999	1,622	41,159	8
405-7503-575-4300	Utility Services	12,000	7,911	4,089	0	100
405-7503-575-4302	Electricity	90,600	0	43,511	47,089	48
405-7503-575-4303	Wastewater	12,600	0	8,373	4,227	66
405-7503-575-4304	Water	34,000	0	16,546	17,454	49
405-7503-575-4400	Rentals & Leases	80,000	2,341	98	77,561	3
405-7503-575-4600	Repairs and Maintenance	51,949	18,737	6,577	26,635	49
405-7503-575-4700	Printing & Binding	1,000	0	0	1,000	0
405-7503-575-4800	Promotional Expenses	6,000	928	72	5,000	17
405-7503-575-4900	Other Current Charges	95,600	0	36,026	59,574	38
405-7503-575-5100	Office Supplies	2,100	260	447	1,393	34
405-7503-575-5200	Operating Supplies	28,700	14,355	10,758	3,587	88
405-7503-575-5201	Fuel	1,030,100	746,033	284,717	650-	100
405-7503-575-6200	Buildings	783,132	119,494	11,304	652,334	17
405-7503-575-6300	Infrastructure	823,033	111,630	0	711,403	14
405-7503-575-6400	Machinery & Equipment	36,700	5,146	0	31,554	14
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*		3,561,906	1,051,927	601,111	1,908,868	46
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****	Marina Operations	3,561,906	1,051,927	601,111	1,908,868	46

FISCAL YEAR 2013/2014
FEBRUARY EXPENDITURE REPORT
42 % OF FISCAL YEAR LAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMENDED BUDGET	ENCUMBRANCE	YEAR-TO-DATE ACTUAL	UNENCUMBERED BALANCE	% of EXPENDED BUDGET
Key West Bight						
Common Area Maintenance						
405-7504-575-1200	Regular Salaries & Wages	102,836	0	54,610	48,226	53
405-7504-575-1400	Overtime	4,600	0	3,304	1,296	72
405-7504-575-1500	Special Pay	180	0	171	9	95
405-7504-575-2100	FICA Taxes	8,233	0	4,222	4,011	51
405-7504-575-2200	Retirement Contributions	9,669	0	3,934	5,735	41
405-7504-575-2300	Life & Health Insurance	36,226	0	14,841	21,385	41
405-7504-575-2400	Workers' Compensation	9,360	0	3,308	6,052	35
405-7504-575-3400	Other Contractual Service	134,600	2,450	0	132,150	2
405-7504-575-4100	Communications/Postage	1,000	0	0	1,000	0
405-7504-575-4300	Utility Services	33,000	19,778	10,464	2,758	92
405-7504-575-4302	Electricity	15,200	0	5,872	9,328	39
405-7504-575-4303	Wastewater	5,100	0	2,160	2,940	42
405-7504-575-4304	Water	6,000	0	3,396	2,604	57
405-7504-575-4600	Repairs and Maintenance	76,300	7,645	6,574	62,081	19
405-7504-575-4800	Promotional Expenses	25,600	7,248	3,907	14,445	44
405-7504-575-5100	Office Supplies	0	0	66	66	0
405-7504-575-5200	Operating Supplies	20,800	1,741	2,098	16,961	18
405-7504-575-6200	Buildings	101,202	500	0	100,702	0
405-7504-575-6300	Infrastructure	980,347	176,140	4,500	799,707	18
405-7504-575-6400	Machinery & Equipment	110,000	0	0	110,000	0
*		1,680,253	215,502	123,427	1,341,324	20
****	Common Area Maintenance	1,680,253	215,502	123,427	1,341,324	20

FISCAL YEAR 2013/2014
FEBRUARY EXPENDITURE REPORT
42 % OF FISCAL YEAR LAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMENDED BUDGET	ENCUMBRANCE	YEAR-TO-DATE ACTUAL	UNENCUMBERED BALANCE	% of EXPENDED BUDGET
Key West Bight						
KWB Parking						
405-7505-575-1200	Regular Salaries & Wages	25,821	0	19,628	5,993	77
405-7505-575-1400	Overtime	0	0	1,972	1,972	0
405-7505-575-2100	FICA Taxes	1,975	0	1,668	307	84
405-7505-575-2200	Retirement Contributions	2,324	0	885	1,439	38
405-7505-575-2300	Life & Health Insurance	8,524	0	3,264	5,260	38
405-7505-575-2400	Workers' Compensation	3,870	0	0	3,870	0
405-7505-575-3400	Other Contractual Service	44,890	576	4,299	40,015	11
405-7505-575-4300	Utility Services	12,000	7,911	4,089	0	100
405-7505-575-4600	Repairs and Maintenance	15,500	0	0	15,500	0
405-7505-575-4900	Other Current Charges	40,000	0	21,812	18,188	55
405-7505-575-5200	Operating Supplies	5,000	0	0	5,000	0
405-7505-575-6300	Infrastructure	90,000	0	0	90,000	0
405-7505-575-6400	Machinery & Equipment	38,900	0	8,900	30,000	23
		-----	-----	-----	-----	-----
*		288,804	8,487	66,717	213,600	26
		-----	-----	-----	-----	-----
****	KWB Parking	288,804	8,487	66,717	213,600	26

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMENDED BUDGET	ENCUMBRANCE	YEAR-TO-DATE ACTUAL	UNENCUMBERED BALANCE	% of EXPENDED BUDGET
Key West Bight						
Ferry Terminal						
405-7506-575-1200	Regular Salaries & Wages	61,394	0	22,952	38,442	37
405-7506-575-1400	Overtime	2,100	0	1,023	1,077	49
405-7506-575-2100	FICA Taxes	4,857	0	1,813	3,044	37
405-7506-575-2200	Retirement Contributions	5,714	0	2,091	3,623	37
405-7506-575-2300	Life & Health Insurance	24,505	0	9,385	15,120	38
405-7506-575-2400	Workers' Compensation	4,770	0	1,193	3,577	25
405-7506-575-3400	Other Contractual Service	38,960	1,906	2,930	34,124	12
405-7506-575-4300	Utility Services	6,000	3,956	2,044	0	100
405-7506-575-4301	Cable and Satellite TV	4,600	0	1,341	3,259	29
405-7506-575-4302	Electricity	33,000	0	13,445	19,555	41
405-7506-575-4303	Wastewater	3,000	0	2,322	678	77
405-7506-575-4304	Water	10,300	0	4,922	5,378	48
405-7506-575-4600	Repairs and Maintenance	15,500	7,243	673	7,584	51
405-7506-575-4900	Other Current Charges	1,100	450	0	650	41
405-7506-575-5100	Office Supplies	0	0	66	66	0
405-7506-575-5200	Operating Supplies	4,500	1,111	862	2,527	44
405-7506-575-5201	Fuel	100,000	100,000	0	0	100
405-7506-575-6200	Buildings	26,000	0	0	96,000	0
405-7506-575-6300	Infrastructure	678,606	0	0	678,606	0
405-7506-575-6400	Machinery & Equipment	23,200	0	0	23,200	0
		1,118,106	114,666	67,063	936,377	16
***** Ferry Terminal						
		1,118,106	114,666	67,063	936,377	16
***** Key West Bight						
		17,554,185	2,830,186	3,323,922	11,400,077	35