

MEMORANDUM



Date: August 7th, 2014
To: Jim Sholl, City Manager
Cc: Key West Bight Management District Board
From: Doug Bradshaw
Re: June 2014 Monthly Report for Key West Bight

I. Key West Bight Operations:

- Replace wiring for garbage compactor
- Replaced fuel pump #3
- Upgraded dock master office main power feed
- Replaced pumpout at dock master office
- Margaret St. fire pump seal replaced
- Installed new coin machine in laundry room
- Installed new fenders at Ferry Terminal
- Repainted womens restroom at harborwalk bath house

Key West Bight Marina:

- Replaced the pulsar on gas pump 3
- Installed a new coin change maker in the laundry room
- Replaced old gas hose and installed new gas hose on pump 3
- The Marina had a great mini lobster week with 2 slips open and very little problems
- Ion Detectors replaced at trash compactor.

II. Priorities for the Upcoming Month

- Identify Grant opportunities
- Fuel dock sign
- Bid Lazy Way Lane landscape plan

III. Capital Project Updates

Project	Status	Comments
Common Area Signage, Landscape, Entries	Roundabout design complete, Lazy Way Landscape complete	Task Order in progress for roundabout
Ferry Terminal Pier Extension	Drawing submitted	Army Corp Review
Thompsons Fish House Structural Repairs	Foundation support being designed, HVAC/MEP task upcoming	

Turtle Kraals Wall Rebuild	Bid prepared	
Trumbo Dock	60% drawings received	Riprap permit being submitted

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

	<u>July '13</u>	<u>July '14</u>
KW Bight	\$ 789,887	\$ 853,449
Ferry Terminal	<u>\$ 34,359</u>	<u>\$ 27,932</u>
Grand Total	\$ 824,246	\$ 881,381

Revenue Detail

Key West Bight:

Transient Dockage	+25%
Dinghy	-6%
Retail Sales	+89%
Parking	-5%
Fuel	+27%

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

<u>Key West Bight</u>	<u>Annual Budget</u>	<u>Year-to-Date Actual</u>	<u>75% Lapsed % Achieved</u>
Intergovernmental	\$ 617,390	\$ 0	0%
Charges for Services	\$ 4,719,400	\$ 3,619,708	77%
Fines & Forfeits	\$ 66,100	\$ 43,780	66%
Misc. Revenue	\$ 3,030,400	\$ 1,977,641	65%

** Detailed financial report follows on succeeding pages*

FISCAL YEAR 2013/2014
JUNE REVENUE REPORT
75 % 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	154,584	5,416	97
405-0000-344-2803	Port Security Surcharge	21,900	31,123	9,223-	142
405-0000-344-5000	Parking	741,300	727,301	13,999	98
405-0000-344-5002	KW Bight Ferry Terminal	0	4,190	4,190-	0
*	Transportation	923,200	917,198	6,002	99
405-0000-347-5100	Dockage-Transient	702,500	596,956	105,544	85
405-0000-347-5208	Upland Electric & Sewer	8,900	2,783	6,117	31
405-0000-347-5209	Common Area Charges	350,000	187,219	162,781	53
405-0000-347-5210	Ferry Terminal CAM	7,800	5,787	2,013	74
405-0000-347-5211	Marina Tenant Utilities	62,000	72,421	10,421-	117
405-0000-347-5291	FT Advertising	24,000	7,752	16,248	32
405-0000-347-5303	Ferry Boats	117,300	68,302	48,998	58
405-0000-347-5500	Dockage-Recreational	96,300	69,877	26,423	73
405-0000-347-5600	Dockage-Liveaboard	113,100	88,462	24,638	78
405-0000-347-5700	Dockage-Commercial	876,000	675,078	200,922	77
405-0000-347-5800	Penalties	9,500	25,300	15,800-	266
405-0000-347-6100	Dinghy Dockage	91,300	72,762	18,538	80
405-0000-347-6200	Key West Bight - Gas	499,500	400,720	98,780	80
405-0000-347-6300	Diesel	716,000	400,184	315,816	56
405-0000-347-6302	Ferry Terminal Taxable	122,000	28,318	93,682	23
405-0000-347-6400	Miscellaneous Non-Taxable	0	5	5-	0
*	Culture/Recreation	3,796,200	2,701,928	1,094,272	71
**	Charges For Services	4,719,400	3,619,708	1,099,692	77
Fines & Forfeits					
405-0000-351-0300	Parking Fine	66,100	43,780	22,320	66
*	Judgment & Fines	66,100	43,780	22,320	66
**	Fines & Forfeits	66,100	43,780	22,320	66
Miscellaneous Revenues					
405-0000-361-0000	Interest Earnings	60,000	48,170	11,830	80
*	Interest Earnings	60,000	48,170	11,830	80
405-0000-362-5400	Upland Leases	2,755,400	1,831,747	923,653	66
405-0000-362-5500	KW Bight Ferry Terminal	66,400	49,729	16,671	75
405-0000-362-9000	Misc Yearly Leases	100,500	0	100,500	0
*	Rents & Royalties	2,922,300	1,881,476	1,040,824	64
405-0000-369-0000	Other Misc Revenues	0	2,177	2,177-	0
405-0000-369-9100	Sales Tax Commission	0	120	120-	0
405-0000-369-9700	Misc Sales Taxable	38,500	39,301	801-	102
405-0000-369-9800	Non-Taxable	9,600	6,397	3,203	67
*	Other Misc Revenues	48,100	47,295	105	100

FISCAL YEAR 2013/2014
JUNE REVENUE REPORT
75 % OF FISCAL YEAR LAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMENDED EUDGET	YEAR-TO-DATE ACTUAL	OUTSTANDING BALANCE	% OF REVENUE BUDGET
Key West Bight					
Miscellaneous Revenues					
**	Miscellaneous Revenues	3,030,400	1,977,641	1,052,759	65
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	5,641,129	11,913,056	32

FISCAL YEAR 2013/2014
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	OUTSTANDING BALANCE	% OF REVENUE BUDGET
Key West Bight					
Other Sources		17,554,185	5,641,129	11,913,056	32

FISCAL YEAR 2013/2014
JUNE EXPENDITURE REPORT
75 % 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	43,677	13,230	77
405-7501-575-1500	Special Pay	48	0	125	77-	260
405-7501-575-2100	FICA Taxes	4,395	0	3,316	1,079	75
405-7501-575-2200	Retirement Contributions	5,167	0	3,039	2,128	59
405-7501-575-2300	Life & Health Insurance	5,903	0	7,037	1,134-	119
405-7501-575-2400	Workers' Compensation	4,680	0	3,510	1,170	75
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*	Personal Services	77,100	0	60,704	16,396	79
405-7501-575-3100	Professional Services	10,000	7,800	0	2,200	78
405-7501-575-3200	Accounting & Auditing	24,400	0	21,538	2,862	88
405-7501-575-3400	Other Contractual Service	600	370	70	160	73
405-7501-575-4000	Travel & Per Diem	3,000	0	1,103	1,897	37
405-7501-575-4100	Communications/Postage	500	196	4	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	10,938	5,838-	214
405-7501-575-4303	Wastewater	1,200	0	1,117	83	93
405-7501-575-4304	Water	1,100	0	772	328	70
405-7501-575-4400	Rentals & Leases	1,200	1,008	878	686-	157
405-7501-575-4500	Insurance	124,500	0	93,375	31,125	75
405-7501-575-4600	Repairs and Maintenance	3,500	1,210	2,165	125	96
405-7501-575-4700	Printing & Binding	500	0	117	383	23
405-7501-575-4900	Other Current Charges	228,000	303	218,726	8,971	96
405-7501-575-5100	Office Supplies	3,100	798	1,429	873	72
405-7501-575-5200	Operating Supplies	500	0	563	63-	113
405-7501-575-5400	Books, Subscrip, Membership	2,400	181	2,443	224-	109
405-7501-575-5500	Training	1,500	0	0	1,500	0
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*	Operating Expenditures	411,800	11,866	355,596	44,338	89
405-7501-575-6200	Buildings	91,389	23,500	0	67,889	26
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*	Capital Outlay	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	202,779	121	100
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*	Debt Service	1,443,200	0	1,443,052	148	100
405-7501-575-9100	Transfers	809,081	0	606,811	202,270	75
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*	Transfers	809,081	0	606,811	202,270	75
405-7501-575-9803	Operating	1,481,624	0	0	1,481,624	0
405-7501-575-9900	Other Uses	3,711,045	0	0	3,711,045	0
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*	Reserves	5,192,669	0	0	5,192,669	0
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****	General Administration	8,025,239	35,366	2,466,163	5,523,710	31

FISCAL YEAR 2013/2014
JUNE EXPENDITURE REPORT
75 % OF FISCAL YEAR LAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMENDED BUDGET	ENCUMBRANCE	YEAR-TO-DATE ACTUAL	UNENCUMBERED BALANCE	% of EXPENDED BUDGET
Key West Bight						
Upland Leases Maintenance						
405-7502-575-6200	Buildings	2,879,877	386,714	2,184,153	309,010	89
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*	Capital Outlay	2,879,877	386,714	2,184,153	309,010	89
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****	Upland Leases Maintenance	2,879,877	386,714	2,184,153	309,010	89

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Key West Bight						
Marina Operations						
405-7503-575-1200	Regular Salaries & Wages	248,786	0	206,244	42,542	83
405-7503-575-1400	Overtime	13,500	0	9,832	3,668	73
405-7503-575-1500	Special Pay	420	0	401	19	95
405-7503-575-2100	FICA Taxes	20,097	0	15,667	4,430	78
405-7503-575-2200	Retirement Contributions	23,606	0	16,665	6,941	71
405-7503-575-2300	Life & Health Insurance	79,163	0	56,320	22,843	71
405-7503-575-2400	Workers' Compensation	14,040	0	10,530	3,510	75
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*	Personal Services	399,612	0	315,659	83,953	79
405-7503-575-3100	Professional Services	30,000	4,700	18,633	6,667	78
405-7503-575-3400	Other Contractual Service	44,780	25,849	10,662	8,269	82
405-7503-575-4300	Utility Services	12,000	4,071	7,056	873	93
405-7503-575-4302	Electricity	90,600	0	82,211	3,389	91
405-7503-575-4303	Wastewater	12,600	0	14,803	2,203	117
405-7503-575-4304	Water	34,000	0	29,974	4,026	88
405-7503-575-4400	Rentals & Leases	80,000	1,349	51,774	26,877	66
405-7503-575-4600	Repairs and Maintenance	51,949	12,465	23,365	16,119	69
405-7503-575-4700	Printing & Binding	1,000	0	37	963	4
405-7503-575-4800	Promotional Expenses	6,000	496	360	5,144	14
405-7503-575-4900	Other Current Charges	95,600	0	66,657	28,943	70
405-7503-575-5100	Office Supplies	2,100	450	1,557	93	96
405-7503-575-5200	Operating Supplies	28,700	8,690	24,380	4,370	115
405-7503-575-5201	Fuel	1,030,100	228,013	636,488	165,599	84
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*	Operating Expenditures	1,519,429	286,083	967,957	265,389	83
405-7503-575-6200	Buildings	783,132	123,376	20,622	639,134	18
405-7503-575-6300	Infrastructure	823,033	59,229	61,319	702,485	15
405-7503-575-6400	Machinery & Equipment	36,700	0	5,196	31,504	14
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*	Capital Outlay	1,642,865	182,605	87,136	1,373,124	16
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****	Marina Operations	3,561,906	468,688	1,370,752	1,722,466	52

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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	98,998	3,838	96
405-7504-575-1400	Overtime	4,600	0	4,289	311	93
405-7504-575-1500	Special Pay	180	0	311	131-	173
405-7504-575-2100	FICA Taxes	8,233	0	7,663	570	93
405-7504-575-2200	Retirement Contributions	9,669	0	7,848	1,821	81
405-7504-575-2300	Life & Health Insurance	36,226	0	27,040	9,186	75
405-7504-575-2400	Workers' Compensation	9,360	0	7,988	1,372	85
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*	Personal Services	171,104	0	154,136	16,968	90
405-7504-575-3400	Other Contractual Service	134,600	38,060	13,947	82,593	39
405-7504-575-4100	Communications/Postage	1,000	0	0	1,000	0
405-7504-575-4300	Utility Services	33,000	10,178	17,881	4,941	85
405-7504-575-4302	Electricity	15,200	0	11,033	4,167	73
405-7504-575-4303	Wastewater	5,100	0	3,458	1,642	68
405-7504-575-4304	Water	6,000	0	5,418	582	90
405-7504-575-4600	Repairs and Maintenance	76,300	17,867	9,125	49,308	35
405-7504-575-4800	Promotional Expenses	25,600	2,300	6,307	16,993	34
405-7504-575-5100	Office Supplies	0	0	66	66-	0
405-7504-575-5200	Operating Supplies	20,800	1,884	3,671	15,245	27
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*	Operating Expenditures	317,600	70,289	70,906	176,405	44
405-7504-575-6200	Buildings	101,202	3,090	3,775	94,337	7
405-7504-575-6300	Infrastructure	980,347	160,400	10,600	809,347	17
405-7504-575-6400	Machinery & Equipment	110,000	1,497	0	108,503	1
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*	Capital Outlay	1,191,549	164,987	14,375	1,012,187	15
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****	Common Area Maintenance	1,680,253	235,276	239,417	1,205,560	28

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Key West Bight						
KWB Parking						
405-7505-575-1200	Regular Salaries & Wages	25,821	0	30,505	4,684-	118
405-7505-575-1400	Overtime	0	0	2,117	2,117-	0
405-7505-575-2100	FICA Taxes	1,975	0	2,496	521-	126
405-7505-575-2200	Retirement Contributions	2,324	0	1,689	635	73
405-7505-575-2300	Life & Health Insurance	8,524	0	6,232	2,292	73
405-7505-575-2400	Workers' Compensation	3,870	0	1,935	1,935	50
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*	Personal Services	42,514	0	44,974	2,460-	106
405-7505-575-3400	Other Contractual Service	44,890	7,612	6,864	30,414	32
405-7505-575-4300	Utility Services	12,000	4,071	7,056	873	93
405-7505-575-4600	Repairs and Maintenance	15,500	12,190	0	3,310	79
405-7505-575-4900	Other Current Charges	40,000	0	41,861	1,861-	105
405-7505-575-5200	Operating Supplies	5,000	0	0	5,000	0
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*	Operating Expenditures	117,390	23,873	55,782	37,735	68
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
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*	Capital Outlay	128,900	0	8,900	120,000	7
****	KWB Parking	288,804	23,873	109,655	155,276	46

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Key West Bight						
Ferry Terminal						
405-7506-575-1200	Regular Salaries & Wages	61,394	0	43,837	17,557	71
405-7506-575-1400	Overtime	2,100	0	1,632	468	78
405-7506-575-2100	FICA Taxes	4,857	0	3,439	1,418	71
405-7506-575-2200	Retirement Contributions	5,714	0	4,025	1,689	70
405-7506-575-2300	Life & Health Insurance	24,505	0	17,916	6,589	73
405-7506-575-2400	Workers' Compensation	4,770	0	3,578	1,192	75
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*	Personal Services	103,340	0	74,426	28,914	72
405-7506-575-3400	Other Contractual Service	38,960	9,586	7,464	21,910	44
405-7506-575-4300	Utility Services	6,000	2,036	3,528	436	93
405-7506-575-4301	Cable and Satellite TV	4,600	0	2,618	1,982	57
405-7506-575-4302	Electricity	33,000	0	21,574	11,426	65
405-7506-575-4303	Wastewater	3,000	0	4,404	1,404	147
405-7506-575-4304	Water	10,300	0	9,597	703	93
405-7506-575-4600	Repairs and Maintenance	15,500	5,724	9,716	60	100
405-7506-575-4900	Other Current Charges	1,100	369	106	625	43
405-7506-575-5100	Office Supplies	0	0	66	66	0
405-7506-575-5200	Operating Supplies	4,500	402	4,016	82	98
405-7506-575-5201	Fuel	100,000	100,000	2,666	2,666	103
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*	Operating Expenditures	216,960	118,117	65,755	33,088	85
405-7506-575-6200	Buildings	96,000	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
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*	Capital Outlay	797,806	0	0	797,806	0
****	Ferry Terminal	1,118,106	118,117	140,181	859,808	23
*****	Key West Bight	17,554,185	1,268,034	6,510,321	9,775,830	44

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Key West Bight Ferry Terminal		17,554,185	1,268,034	6,510,321	9,775,830	44