Budget Preparation Worksheets

Fiscal Year 2019/2020

Fund: 405 Key West Bight

Department: 7501 General Administration

Vov	Object	Account Description	Catagony	FY 2016/2017	FY 2017/2018	FY 2018/2019	FY 2018/2019	FY 2018/2019	FY 2019/2020	FY 2019/2020
Key	Object	Account Description	Category	Actuals	Actuals	Adopted	6 Mth Amnd	6 Mth Actuals	Dept Req	CM Review
4057501		Regular Salaries & Wages		\$27,655	\$9,517		\$8,561	\$4,260	\$8,904	
4057501		Non Premium Time		\$0	\$0		\$0		\$0	
4057501		Overtime		\$4	\$15		\$0	•	\$0	
4057501		Special Pay		\$48	\$48		\$0	·	\$0	
4057501		FICA Taxes		\$994	\$1,243		\$655		\$681	\$681
4057501		Retirement Contributions		\$838	\$1,336		\$685		\$712	
4057501		Life & Health Insurance		\$12,153	\$37,158		\$2,699		\$2,792	
4057501		Workers' Compensation		\$915			\$952		\$0	
4057501	5752500	Unemployment Compensation		\$1,650	\$3,300	\$0	\$0	\$0	\$0	\$0
			Personnel Services	\$44,257	\$53,533	\$13,552	\$13,552	\$6,026	\$13,089	\$13,089
4057504	F7F0400	Destantianal Comissa		Φ0.	#0.750	Ф0.000	644 75 0	# 0	Ф0.000	#0.000
4057501	5/53100	Professional Services		\$0	\$3,750	\$8,000	\$11,750	\$0	\$8,000	\$8,000
		UPLAND LEASE REVENU	E AUDITS (2 @ \$4000) (SH/	ARE PROVIDED BY	FINANCE)					\$8,000
4057501	5753200	Accounting & Auditing		\$23,180	\$10,543	\$10,505	\$10,505	\$6,063	\$12,515	\$12,515
		SHARE OF ANNUAL CITY	AUDIT PROVIDED BY FINA	NCE						\$10,505
4057501	5753400	Other Contractual Service		\$17,819	\$2,917	\$3,525	\$3,525	\$1,422	\$153,860	\$153,860
		ARMORED CAR SERVICE CONSULTING SERVICES PEST CONTROL								\$3,200 \$150,000 \$660
4057501	5754000	Travel & Per Diem		\$0	\$0	\$4,650	\$4,650	\$0	\$5,500	\$5,500
	BUSINESS TRAVEL, BACKFLOW CERTIFICATION FOR ONE EMPLOYEE (HOTEL, C BUSINESS TRAVEL, BUILDING OWNERS & MGR ASSOCIATION CONFERENCE HE						LY) FOR SENIOR P	PROPERTY MANAGE	≣R	\$2,000 \$3,500
4057501	5754100	Communications/Postage		\$153	\$4	\$500	\$500	\$0	\$500	\$500
		POSTAGE & SHIPPING (F	ED EX/UPS)							\$500
4057501	5754300	Utility Services		\$17,488	\$17,615	\$17,615	\$17,615	\$0	\$18,200	\$18,200
			. CAROLINE & MARGARET	, ,	. ,	. ,	. ,	•	. ,	\$18,200
		STORM WATER-WILLIAM	, CANOLINE & WARGARET	SINCEIS						Φ10,200

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Key	Object	Account [Description	Category	FY 2016/2017	FY 2017/2018	FY 2018/2019	FY 2018/2019	FY 2018/2019	FY 2019/2020	FY 2019/2020
Key	Object	Account L	Description	Category	Actuals	Actuals	Adopted	6 Mth Amnd	6 Mth Actuals	Dept Req	CM Review
4057501	5754301	Cable and Satellite TV	/		\$0	\$0	\$0		\$0	\$0	\$0
4057501	5754302	Electricity			\$17,132	\$19,121	\$17,865	\$17,865	\$10,535	\$18,500	\$18,500
			201 WILLIAM STREET AND	D PIANO/MAINTENANCE S	HOP						\$18,500
4057501	5754303	Wastewater			\$1,352	\$1,469	\$1,650	\$1,650	\$748	\$2,100	\$2,100
			OOA MUULIAM OTDEET AM	2007 04 001 INC 070557	* /	, ,	, ,	, ,	,	* ,	
			201 WILLIAM STREET AND	907 CAROLINE STREET							\$2,100
4057501	5754304	Water			\$850	\$1,035	\$995	\$995	\$603	\$1,100	\$1,100
			201 WILLIAM STREET AND	D PIANO/MAINTENANCE S	HOP						\$1,100
4057501	5754400	Rentals & Leases			\$1,156	\$1,019	\$12,280	\$12,280	\$782	\$2,400	\$2,400
			COPIER LEASE 12 MONTH	JS AT \$200 DED MONTH	DMIN OFFICE (201	WILLIAM ST DOW	NI)				\$2,400
			COFIER LEASE 12 MONTI	13 AT \$200 FER MONTH - 7	•		•				
4057501	5754500	Insurance			\$263,195	\$263,195	\$263,195	\$263,195	\$131,597	\$270,000	\$270,000
			LIABILITY & PROPERTY IN	ISURANCE (PART REIMBL	RSED THROUGH (CAM)					\$270,000
4057501	5754600	Repairs and Maintena	ince		\$5,641	\$1,686	\$3,000	\$3,000	\$2,438	\$10,000	\$10,000
			BUILDING/HARDWARE SU	JPPLIES, HAND TOOLS, FI	RE EXTINGUISHER	S					\$5,000
			FMT CHARGEBACKS								\$5,000
4057501	5754700	Printing & Binding			\$0	\$0	\$500	\$500	\$473	\$500	\$500
			BUSINESS CARDS								\$150
			CITY ENVELOPES, FORMS	S, STATIONERY							\$350
4057501	5754900	Other Current Charge	S		\$198,115	\$203,510	\$202,900	\$202,900	\$203,719	\$209,900	\$209,900
			LEGAL NOTICES & ADVER	RTISEMENTS							\$2,000
			NOTARY RENEWALS (TRO PROPERTY TAXES (PARTI			ON EV 2019 ACTU	AI.				\$200 \$207,700
			FROPERITIANES (PARII	ALLI KEIMDUKSED IHKU	•						
4057501	5755100	Office Supplies			\$2,439	\$15,323	\$12,800	\$12,800	\$1,551	\$3,800	\$3,800

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Department: 7501 General Administration

Key	Object	Account D	escription	Category	FY 2016/2017 Actuals	FY 2017/2018 Actuals	FY 2018/2019 Adopted		FY 2018/2019 6 Mth Actuals	FY 2019/2020 Dept Req	FY 2019/2020 CM Review
			MISC SUPPLIES WATER (ADMIN OFFICE-2	201 WILLIAM ST DOWN)							\$3,500 \$300
4057501	5755200	Operating Supplies			\$892	\$1,336	\$1,500	\$1,500	\$1,102	\$2,250	\$2,250
			CLEANING, JANITORIAL, SHIRTS FOR DIRECTOR &								\$1,500 \$750
4057501	5755400	Books-Subscrp-Membe	ership		\$1,811	\$1,988	\$1,700	\$1,700	\$1,789	\$2,000	\$2,000
			BOMA, CCIM (DUE EVER & CITIZEN NEWSPAPER YE	Y JAN 1) & KWAR BROKER ARLY SUBSCRIPTION	LICENSE FEE (DUI	E EVERY NOV 1) FO	OR SENIOR PROPE	ERTY MANAGER			\$2,000
4057501	5755500	Training			\$770	\$0	\$0	\$0	\$0	\$0	\$0
4057501	5755700	Other Expenses			\$3,018	\$0	\$0	\$0	\$0	\$0	\$0
4057501	5755701	Bad Debt			\$0	\$0	\$0	\$0	\$0	\$0	\$0
			Ор	erating Expenditures	\$555,012	\$544,512	\$563,180	\$566,930	\$362,822	\$721,125	\$721,125
4057501	5756200	Buildings			\$0	\$0	\$0	\$0	\$0	\$0	\$0
4057501	5756300	Infrastructure			\$0	\$0	\$0	\$0	\$0	\$0	\$0
4057501	5756400	Machinery & Equipmer	nt		\$0	\$0	\$0	\$0	\$0	\$0	\$0
				Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4057501	5757100	Debt Service-Principal			\$0	\$0	\$0	\$0	\$0	\$0	\$0
4057501	5757200	Debt Service-Interest			\$58,429	\$7,975	\$0	\$0	\$0	\$0	\$0
4057501	5757300	Other Debt Service Co	sts		\$0	\$0	\$0	\$0	\$0	\$0	\$0
				Debt Service	\$58,429	\$7,975	\$0	\$0	\$0	\$0	\$0
4057501	5758200	Aid to Pvt. Organization	ns		\$110,000	\$0	\$0	\$0	\$0	\$0	\$0
				Grants and Aid	\$110,000	\$0	\$0	\$0	\$0	\$0	\$0
4057501	5759100	Transfers			\$861,250	\$1,198,403	\$2,841,094	\$2,841,094	\$1,420,547	\$1,198,833	\$1,200,316

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Account Description Category Actuals Actuals Adopted 6 Mth Amnd 6 Mth Actuals Dept Req CM Review	Kev	Object	Account Description	Cotomony	FY 2016/2017	FY 2017/2018	FY 2018/2019	FY 2018/2019	FY 2018/2019	FY 2019/2020	FY 2019/2020
	ney	Object		Category	Actuals	Actuals	Adopted	6 Mth Amnd	6 Mth Actuals	Dept Req	CM Review

TRANSFER TO GENERAL FUND FOR INDIRECT COSTS FY20

\$1,200,316

		Transfers	\$861,250	\$1,198,403	\$2,841,094	\$2,841,094	\$1,420,547	\$1,198,833	\$1,200,316
4057501	5759800 Reserves		\$0	\$0	\$0	\$0	\$0	\$0	\$0
4057501	5759803 Operating		\$0	\$0	\$6,202,949	\$6,186,749	\$0	\$0	\$0
4057501	5759804 Salary Contingency		\$0	\$0	\$0	\$0	\$0	\$0	\$0
4057501	5759900 Other Uses		\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Reserves	\$0	\$0	\$6,202,949	\$6,186,749	\$0	\$0	\$0
	General Administration - Total		\$1.628.948	\$1.804.423	\$9.620.775	\$9.608.325	\$1.789.395	\$1.933.047	\$1.934.530