

City of Key West

Summary of Proposed Transit Fund Budget FY 2021-2022



City of Key West

Proposed Budget Transit Fund FY 21-22

Revenues

Grants (Operations)	\$1,188,102
Grants (Operations)	\$539,491
Reimbursement for Services	\$356,064
Grants (Capital & ARP)	\$117,899
Grants (ARP)	\$375,000
Bus Fares	\$250,000
PNR	\$1,072,609
Other	\$92,946
Transfer from Insurance	\$0
Carry Forward	\$785,230

Total \$4,777,341

Local Routes- 5311, Block, & Service Development

Lower Keys Shuttle-Commuter Assistance

Lower Keys Shuttle- BOCC & Marathon

Mass Transit- Capital

Mass Transit – American Rescue Plan

All Routes

Parking Fees & Parking Permits

Expenditures by Cost Center Account

General Administration	\$1,063,010
Local Routes	\$1,570,488
Transit Garage	\$89,190
Capital	\$117,899
Lower Keys Shuttle	\$1,078,982
PNR	\$187,324
Duval Loop	\$670,448

Total \$4,777,341

City of Key West

Proposed Budget Transit Fund FY 21-22

➤ Summary:

- Budget supports current service delivery without modifications
- Proposed On-Demand Transit could provide service improvements (frequency & reliable) without considerable impact to the budget despite staffing issues
- System Safety and Security Enhancements: On-board air systems; touchless pay options
- Capitalize on advertising initiatives to enhance revenue.

Proposed Transit Service Improvement Pilot Program On-Demand Transit “Key West Rides”

- Similar to the “Uber” model, but picks up multiple passengers (macrotransit)
- Not door to door; Services designated stops
- Not restricted to specific route; shortest distance based on assigned trips
- Pilot by replacing North and South Lines; Duval Loop fixed route until 8pm then ODT
- Lower Keys Shuttle to remain the same

Proposed Transit Service Improvement Pilot Program

On-Demand Transit (Continued)

	Existing Fixed-Route	On-Demand
Frequency	Only improved by adding vehicles or shortening route	More direct trips
Flexibility	Cannot arbitrarily add vehicles	Adjust # vehicles based on demand
Shortage of Drivers	Unreliable service; Overtime	Uses less drivers
Empty bus on route	Must follow schedule	Deployed based on trip requests
Coverage	Restrict to route (NL stays on north portion of the City, etc)	Any designated stops

Proposed Transit Service Improvement Pilot Program

On-Demand Transit (Continued)

Issue	Potential Course of Action
High transportation costs and limited availability may hamper potential workers from taking jobs	Assign an On-Demand Cutaway vehicle to provide a 7pm to 3am service for hospitality workforce
Infrequent and unreliable transit service prompt residents to choose other transportation options	ODT may make transit desirable. Reduction in congestion for routine trips such as work commutes
Transit vehicles on fixed route continuously travel through dense areas such as Old Town adding to noise and congestion.	Transit vehicles only enter those areas when trips are requested.

Fund 411 Transit System Cash Carry Forward FY21-22

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	Apr	May	Jun	Jul	Aug	Sep	
Cash @ 7/1/2021				105,299.51			
Revenue							
4110000 - 3291000 CC Admin Fees	5,073.38	4,162.76	4,640.91	3,000.00	3,000.00	2,000.00	
4110000 - 3314210 FDOT Section 5311 Oper	133,093.16		33,714.61				
4110000 - 3314220 Mass Transit - Capital	394,844.54			121,929.00			per CH AR
4110000 - 3315001 FEMA Grant/Reimbursement	72,109.01						
4110000 - 3316100 Human Serv-Health/Hospitl				4,432.00			per CH AR
4110000 - 3344210 FDOT Block Grant Oper			110,392.31				
4110000 - 3344220 Mass Transit - Capital							
4110000 - 3344260 FDOT Commuter Assistance		121,012.76					
4110000 - 3349000 Other State Grants			61,342.67				
4110000 - 33xxxxxx Grants			4,390.00	176,008.00	474,857.94	597,119.50	
4110000 - 3354900 Motor Fuel Tax Rebate	1,701.90		3,284.76			3,000.00	
4110000 - 3374000 Transportation	65,053.34	29,043.06	50,825.36				
4110000 - 3443100 Bus Fares	3,655.80	7,116.91	5,691.29	7,000.00	6,000.00	5,000.00	
4110000 - 3443200 Bus Advertising		285.00	300.00				
4110000 - 3443300 Bus Shelter Ads - City	15,230.63						
4110000 - 3443400 Lower Keys Shuttle Fares	12,153.94	23,491.04	17,327.62	15,000.00	10,000.00	10,000.00	
4110000 - 3443500 Bus Shelter Ads - Keys	6,750.00			5,000.00		5,000.00	
4110000 - 3443600 Duval Loop Fares							
4110000 - 3443900 Transit/Other Charges			5.00				
4110000 - 3445000 Parking	103,186.58	84,242.47	93,508.97	85,000.00	65,000.00	65,000.00	
4110000 - 3445003 Conch Harbor Parking	3,722.63		8,617.34	3,700.00	3,700.00	3,700.00	
4110000 - 3445102 Meters - Transportation Altern	(15,987.00)	(13,142.00)	(14,961.44)	(13,600.00)	(10,400.00)	(10,400.00)	16% of 3445000
4110000 - 3490000 Other Charges For Service		100.00					
4110000 - 3510300 Parking Fine							
4110000 - 3610000 Interest Earnings							
4110000 - 3626000 We've Got the Keys	3,453.79	3,326.47	3,326.47	3,326.47	3,326.47	3,326.47	
4110000 - 3690000 Other Misc Revenues	1.21	1.62	1.80				
4110000 - 3699200 Employee Health							
4110000 - 3815020 Insurance Programs							
Total Revenue	804,042.91	259,640.09	382,407.67	410,795.47	555,484.41	683,745.97	

Expenses

Encumbrances

4114401 - 5441200 Regular Salaries & Wages	5,127.60	5,127.60	5,127.60	7,691.40	5,127.60	5,127.60	Admin
4114401 - 5441500 Special Pay	45.50	45.50	45.50	45.50	45.50	45.50	
4114401 - 5442100 FICA Taxes	381.65	381.65	381.62	567.24	381.62	381.62	
4114401 - 5442200 Retirement Contributions	410.22	410.22	410.22	615.36	410.22	410.22	
4114401 - 5442300 Life & Health Insurance	1,111.66	1,111.66	1,111.66	1,667.46	1,111.66	1,111.66	
4114401 - 5442400 Workers Compensation	15,499.42	15,499.42	15,499.42	15,499.42	15,499.42	15,499.42	
4114401 - 5442500 Unemployment Comp.	132.00	40.51					
4114401 - 5443100 Professional Services		35.00					
						100.00	

4114401 - 5443200 Accounting & Auditing	695.00	500.00								
4114401 - 5444000 Travel & Per Diem	4.94	16.16	6.34							
4114401 - 5444100 Communications/Postage			922.00							
4114401 - 5444400 Rentals & Leases		742.34	455.85				1,599.35			
4114401 - 5444500 Insurance	9,327.50	9,327.50	9,327.50					less insurance		
4114401 - 5444900 Other Current Charges		223.50	89.40				187.10		30,000.00	
4114401 - 5445100 Office Supplies			726.40				562.26			
4114401 - 5445400 Books-Subscrp-Membership									50%	
4114401 - 5445500 Training										
4114401 - 5449100 Transfers	34,032.83	34,032.83	34,032.83	34,032.83	34,032.83	34,032.83		\$	348,184.00	
4114402 - 5441200 Regular Salaries & Wages	37,429.17	37,481.18	37,965.54	52,906.59	37,965.54	37,965.54		Ops		
4114402 - 5441400 Overtime	3,606.57	1,872.54	3,507.89	4,754.10	3,507.89	3,507.89				
4114402 - 5441500 Special Pay	90.00	90.00	90.00	90.00	90.00	90.00				
4114402 - 5442100 FICA Taxes	3,029.90	2,920.95	3,077.98	4,266.60	3,077.98	3,077.98				
4114402 - 5442200 Retirement Contributions	3,282.84	3,007.72	3,009.63	4,191.06	3,009.63	3,009.63				
4114402 - 5442300 Life & Health Insurance	11,550.25	11,609.76	11,794.72	15,954.21	11,794.72	11,794.72				
4114402 - 5443100 Professional Services		245.00					1,564.00			
4114402 - 5443400 Other Contractual Service	360.11	633.06	266.88	88.96			1,795.37			
4114402 - 5444100 Communications/Postage		23,754.80	360.00				107.35			
4114402 - 5444600 Repairs and Maintenance	1,546.80	2,787.95	4,975.33				17,073.53			
4114402 - 5444800 Promotional Expenses										
4114402 - 5444900 Other Current Charges			50.00				173.00			
4114402 - 5445100 Office Supplies		510.12								
4114402 - 5445200 Operating Supplies	853.86	8,766.34	709.95	2,639.47			1,677.12			
4114402 - 5445201 Fuel		9,309.32	10,885.21	6,650.54			25,737.59		50%	
4114402 - 5445400 Books-Subscrp-Membership		162.59		768.00						
4114402 - 5446300 Infrastructure			6,810.37				126.00	\$	507,859.00	
4114403 - 5443400 Other Contractual Service		1,766.19	5,167.69				1,308.34	Garage		
4114403 - 5444100 Communications/Postage	115.59	115.59	115.60							
4114403 - 5444300 Utility Services	434.71	434.71	458.22				1,495.14			
4114403 - 5444302 Electricity	2,559.67	2,632.87	2,792.72				-			
4114403 - 5444303 Wastewater	122.45	(403.55)	1,280.37				8,226.44			
4114403 - 5444304 Water	700.26	293.35	489.11					Ofc Supplies not reimburse		
4114403 - 5444600 Repairs and Maintenance	650.00	1,991.52								
4114403 - 5444900 Other Current Charges		75.00					2,595.21		50%	
4114403 - 5445100 Office Supplies	164.74		106.69	136.26			307.48			
4114403 - 5445200 Operating Supplies	278.01	304.42	46.12				232.89	\$	36,993.00	
4114404 - 5446400 Machinery & Equipment	18,000.00	56,234.00	65,857.20				35,917.05	Capital Grant		100% requesting
4114405 - 5441200 Regular Salaries & Wages	39,557.26	40,771.02	46,788.62	59,391.30	46,788.62	46,788.62		Lower Keys		
4114405 - 5441400 Overtime	5,160.17	2,913.74	3,950.40	6,318.06	3,950.40	3,950.40				
4114405 - 5441500 Special Pay	89.50	89.50	89.50	89.50	89.50	89.50				
4114405 - 5442100 FICA Taxes	3,337.51	3,250.39	3,790.31	4,886.19	3,790.31	3,790.31				
4114405 - 5442200 Retirement Contributions	3,349.10	3,288.65	3,359.55	4,901.88	3,359.55	3,359.55				
4114405 - 5442300 Life & Health Insurance	12,453.79	12,254.34	13,129.48	17,545.80	13,129.48	13,129.48				
4114405 - 5443100 Professional Services		345.00					1,931.00			
4114405 - 5443400 Other Contractual Service	203.32	1,707.28	296.21	46.74			3,599.40			
4114405 - 5444100 Communications/Postage		10,972.36	480.00							
4114405 - 5444600 Repairs and Maintenance		2,029.26	5,090.55	242.97			27,225.65			
4114405 - 5444800 Promotional Expenses										
4114405 - 5445100 Office Supplies			23.78	71.71						
4114405 - 5445200 Operating Supplies	1,087.82	7,083.08	1,237.44				10,301.11			
4114405 - 5445201 Fuel	12,781.55	6,373.64	5,363.76	9,205.57			23,483.85	City Expense @17%		
4114405 - 5445400 Books-Subscrp-Membership		216.78		480.00			457.00			
4114405 - 5446300 Infrastructure			6,810.17					\$	572,118.00	

4114406 - 5443400 Other Contractual Service		1,342.69	1,164.13				375.84	PNR	
4114406 - 5444302 Electricity	1,110.32	954.93	1,100.06						
4114406 - 5444400 Rentals & Leases	55,000.00								50%
4114406 - 5444600 Repairs and Maintenance	396.00	296.00	296.00				1,404.00	not all line items	
4114406 - 5444800 Promotional Expenses								63,449 not reimbursed	
4114406 - 5444900 Other Current Charges	3,139.43	2,557.21	2,752.67						
4114406 - 5445200 Operating Supplies							339.98	\$	72,229.00
4114407 - 5441200 Regular Salaries & Wages	19,501.53	19,825.10	18,950.89	31,091.04	18,950.89	18,950.89		Loop	
4114407 - 5441400 Overtime	1,753.30	1,053.49	1,596.43	2,341.26	1,596.43	1,596.43			
4114407 - 5441500 Special Pay	20.00	20.00	20.00	20.00	20.00	20.00			
4114407 - 5442100 FICA Taxes	1,563.48	1,534.49	1,514.00	2,461.38	1,514.00	1,514.00			
4114407 - 5442200 Retirement Contributions	1,700.39	1,670.28	1,600.35	2,674.62	1,600.35	1,600.35			
4114407 - 5442300 Life & Health Insurance	6,057.18	6,197.12	5,859.56	9,924.45	5,859.56	5,859.56			
4114407 - 5443100 Professional Services			99.00				1,007.00		
4114407 - 5443400 Other Contractual Service	169.90	156.34	124.38	159.25			1,372.10		
4114407 - 5444100 Communications/Postage		8,229.25	360.00						
4114407 - 5444600 Repairs and Maintenance	1,194.70	7,926.60	2,067.27	292.72			12,059.04		
4114407 - 5444700 Printing & Binding									
4114407 - 5444800 Promotional Expenses		1,950.00							
4114407 - 5445100 Office Supplies		126.00							
4114407 - 5445200 Operating Supplies	772.10	2,733.52	439.85				3,364.62		50%
4114407 - 5445201 Fuel	12,511.93	(844.85)	13,035.44				32,970.52		
4114407 - 5445400 Books-Subscrip-Membership		162.58		384.00			347.00	\$	301,203.00
Total Expenses	334,453.53	381,275.11	369,343.36	305,093.44	216,703.70	216,703.70	221,023.33		
				211,001.54	549,782.25	1,016,824.52	795,801.19		
							(10,571.44)	addl June rev not in formula	
							785,229.75	incl grant est that will be AR at 9/30	

City of Key West
Budget Preparation Worksheets
Fiscal Year 2021/2022

Fund: 411 Transit System
Department: 0000 Revenue

Key	Object	Account Description	Category	FY 2018/2019 Actuals	FY 2019/2020 Actuals	FY 2020/2021 Adopted	FY 2020/2021 6 Mth Amnd	FY 2020/2021 6 Mth Actuals	FY 2021/2022 Dept Req	FY 2021/2022 CM Review
4110000	3291000	CC Admin Fees		\$0	\$0	\$0	\$26,000	\$17,349	\$0	\$26,000
Permits Fees & Special Assessments				\$0	\$0	\$0	\$26,000	\$17,349	\$0	\$26,000
4110000	3314210	FDOT Section 5311 Oper		\$627,226	\$237,580	\$493,090	\$493,090	\$69,653	\$498,754	\$498,754
4110000	3314211	FDOT Block Grant Oper		\$0	\$0	\$0	\$0	\$0	\$0	\$0
4110000	3314220	Mass Transit - Capital		\$330,814	\$1,036,148	\$0	\$0	\$13,074	\$0	\$117,899
4110000	3314240	JARC - FTA		\$122,605	\$0	\$0	\$0	\$0	\$0	\$0
4110000	3315000	Economic Environment		\$0	\$0	\$0	\$0	\$0	\$0	\$0
4110000	3315001	FEMA Grant/Reimbursement		\$0	\$1,239,592	\$0	\$0	\$752,601	\$0	\$0
4110000	3316100	Human Serv-Health/Hospitl		\$0	\$0	\$0	\$3,134	\$3,134	\$0	\$375,000
ARP GRANT										\$375,000
4110000	3319000	Other Federal Grants		\$0	\$0	\$0	\$0	\$0	\$0	\$0
4110000	3344210	FDOT Block Grant Oper		\$241,167	\$204,937	\$293,546	\$293,546	\$42,544	\$253,036	\$354,124
4110000	3344220	Mass Transit - Capital		\$0	\$0	\$0	\$0	\$7,675	\$0	\$0
4110000	3344240	JARC - FDOT		\$0	\$0	\$0	\$0	\$0	\$0	\$0
4110000	3344250	FDOT Lower Keys Shuttle		\$0	\$0	\$0	\$0	\$0	\$0	\$0
4110000	3344260	FDOT Commuter Assistance		\$574,347	\$246,722	\$519,582	\$519,582	\$118,510	\$585,523	\$539,491
4110000	3349000	Other State Grants		\$0	\$0	\$273,087	\$273,087	\$50,327	\$0	\$335,224
4110000	3354900	Motor Fuel Tax Rebate		\$25,167	\$19,665	\$18,500	\$18,500	\$10,890	\$18,500	\$18,500
4110000	3374000	Transportation		\$382,913	\$317,038	\$342,924	\$342,924	\$100,558	\$386,446	\$356,064
CITY OF MARATHON (24%) - INTERLOCAL										\$129,478
MONROE COUNTY BOCC (42%) - INTERLOCAL										\$226,586
InterGovernmental Revenue				\$2,304,239	\$3,301,682	\$1,940,729	\$1,943,863	\$1,168,966	\$1,742,259	\$2,595,056
4110000	3443100	Bus Fares		\$173,411	\$92,397	\$165,000	\$165,000	\$24,301	\$50,000	\$50,000
4110000	3443200	Bus Advertising		\$6,691	\$2,550	\$0	\$0	\$4,250	\$0	\$0
4110000	3443300	Bus Shelter Ads - City		\$69,364	\$49,033	\$65,000	\$65,000	\$23,112	\$55,000	\$55,000
4110000	3443400	Lower Keys Shuttle Fares		\$236,554	\$161,567	\$230,000	\$230,000	\$99,158	\$200,000	\$200,000
4110000	3443500	Bus Shelter Ads - Keys		\$29,314	\$20,170	\$25,000	\$25,000	\$9,912	\$25,000	\$25,000
4110000	3443600	Duval Loop Fares		\$0	\$0	\$120,000	\$120,000	\$2,739	\$0	\$0
4110000	3443900	Transit/Other Charges		\$895	\$170	\$300	\$300	\$80	\$150	\$150

City of Key West
Budget Preparation Worksheets
Fiscal Year 2021/2022

Fund: 411 Transit System
Department: 0000 Revenue

Key	Object	Account Description	Category	FY 2018/2019 Actuals	FY 2019/2020 Actuals	FY 2020/2021 Adopted	FY 2020/2021 6 Mth Amnd	FY 2020/2021 6 Mth Actuals	FY 2021/2022 Dept Req	FY 2021/2022 CM Review
4110000	3445000	Parking		\$898,464	\$566,487	\$696,634	\$696,634	\$368,912	\$550,000	\$1,072,609
		PARK AND RIDE PARKING								\$778,087
		PARK AND RIDE PARKING PERMIT FEES								\$100,000
		REVENUE GENERATED BY ADDITIONAL \$1.00								\$194,522
4110000	3445003	Conch Harbor Parking		\$44,635	\$49,360	\$40,132	\$40,132	\$28,403	\$49,712	\$49,712
4110000	3445102	Meters - Transportation Altern		(\$127,343)	(\$78,884)	(\$99,899)	\$99,899	(\$56,750)	(\$99,899)	(\$126,016)
4110000	3490000	Other Charges For Service		\$2,587	\$921	\$600	\$600	\$620	\$600	\$600
Charges For Services				\$1,334,571	\$863,771	\$1,242,767	\$1,442,565	\$504,737	\$830,563	\$1,327,055
4110000	3510300	Parking Fine		\$3,165	\$1,130	\$3,000	\$3,000	\$3,425	\$3,500	\$3,500
Fines & Forfeitures				\$3,165	\$1,130	\$3,000	\$3,000	\$3,425	\$3,500	\$3,500
4110000	3610000	Interest Earnings		(\$14,808)	(\$4,747)	\$0	\$0	(\$159)	\$0	\$0
4110000	3626000	We've Got the Keys		\$35,350	\$26,303	\$36,650	\$36,650	\$18,188	\$40,500	\$40,500
4110000	3626100	Paradise Bike Tour, LLC		\$231	\$0	\$0	\$0	\$0	\$0	\$0
4110000	3690000	Other Misc Revenues		\$19	\$2,517	\$26,000	\$0	\$8	\$0	\$0
4110000	3699000	Proceeds/Subrogation		\$0	\$23,671	\$0	\$0	\$0	\$0	\$0
4110000	3699200	Employee Health		\$0	\$0	\$11,830	\$11,830	\$1,645	\$0	\$0
Misc Revenue				\$20,792	\$47,744	\$74,480	\$48,480	\$19,682	\$40,500	\$40,500
4110000	3810100	General		\$1,627	\$0	\$0	\$0	\$0	\$0	\$0
4110000	3811020	Internal Improvements		\$43,704	\$0	\$0	\$0	\$0	\$0	\$0
4110000	3811110	Transportation Alternative		\$502,409	\$373,088	\$0	\$0	\$0	\$0	\$0
4110000	3815020	Insurance Programs		\$0	\$0	\$115,300	\$115,300	\$115,300	\$0	\$0
4110000	3899001	Fund Balance		\$0	\$0	\$550,447	\$564,067	\$0	\$0	\$785,230
Other Sources				\$547,740	\$373,088	\$665,747	\$679,367	\$115,300	\$0	\$785,230
Transit System Revenue - Total				\$4,210,508	\$4,587,415	\$3,926,723	\$4,143,275	\$1,829,459	\$2,616,822	\$4,777,341

Personnel Allocation

AUTHORIZED BUDGET					
FY 19/20	SUSPENDED	DELETED	FY 20/21	RELEASED	FY21/22
1.00	0.00	0.00	1.00	0.00	1.30

411 4401 TRANSIT ADMINISTRATION

POSITION TITLE	FY 19/20 AUTHORIZED	FY 20/21 SUSPENDED	FY 20/21 DELETED	FY 20/21 AUTHORIZED	RELEASED FROM SUSPENSION	FY 21/22 AUTHORIZED
Customer Service Specialist	0.50	-	-	0.50	-	0.25
Director - Transportation	0.30	-	-	0.30	-	0.40
Transit Operation Manager	0.20	-	-	0.20	-	0.40
Transit Grants & Project Manager	-	-	-	-	-	0.25
TOTAL EMPLOYEES:	1.00	-	-	1.00	-	1.30

Personnel Allocation

AUTHORIZED BUDGET					
FY 19/20	SUSPENDED	DELETED	FY 20/21	RELEASED	FY21/22
19.80	4.00	0.00	15.80	4.00	18.85

411 4402 TRANSIT OPERATIONS

POSITION TITLE	FY 19/20 AUTHORIZED	FY 20/21 SUSPENDED	FY 20/21 DELETED	FY 20/21 AUTHORIZED	RELEASED FROM SUSPENSION	FY 21/22 AUTHORIZED
Apprentice Mechanic	0.50	-	-	0.50	-	0.40
Assistant Transit Supervisor	0.80	-	-	0.80	-	0.80
Bus Driver	10.00	-	-	10.00	-	10.00
Bus Driver - Non CDL	4.00	4.00	-	-	4.00	4.00
Certified Mechanic (ASE)	0.80	-	-	0.80	-	0.80
Customer Service Specialist	0.25	-	-	0.25	-	0.25
Director - Transportation	0.30	-	-	0.30	-	0.20
Lead Certified Mechanic (ASE)	0.40	-	-	0.40	-	0.40
Relief Bus Driver	0.75	-	-	0.75	-	0.75
Transit Grant & Project Manager	0.50	-	-	0.50	-	0.25
Transit Operation Manager	0.50	-	-	0.50	-	0.20
Transit Vehicle Helper	1.00	-	-	1.00	-	0.80
TOTAL EMPLOYEES:	19.80	4.00	-	15.80	4.00	18.85

Personnel Allocation

AUTHORIZED BUDGET					
FY 19/20	SUSPENDED	DELETED	FY 20/21	RELEASED	FY21/22
11.70	0.00	0.00	11.70	0.00	10.85

411 4405 LOWER KEYS SHUTTLE

POSITION TITLE	FY 19/20 AUTHORIZED	FY 20/21 SUSPENDED	FY 20/21 DELETED	FY 20/21 AUTHORIZED	RELEASED FROM SUSPENSION	FY 21/22 AUTHORIZED
Apprentice Mechanic	0.50	-	-	0.50	-	0.40
Assistant Transit Supervisor	0.80	-	-	0.80	-	0.80
Bus Driver - Shuttle	6.75	-	-	6.75	-	6.75
Certified Mechanic (ASE)	0.80	-	-	0.80	-	0.80
Customer Service Specialist	0.25	-	-	0.25	-	0.25
Director - Transportation	0.40	-	-	0.40	-	0.20
Lead Certified Mechanic (ASE)	0.40	-	-	0.40	-	0.40
Transit Grant & Project Manager	0.50	-	-	0.50	-	0.25
Transit Operation Manager	0.30	-	-	0.30	-	0.20
Transit Vehicle Helper	1.00	-	-	1.00	-	0.80
TOTAL EMPLOYEES:	11.70	-	-	11.70	-	10.85

Personnel Allocation

AUTHORIZED BUDGET					
FY 19/20	SUSPENDED	DELETED	FY 20/21	RELEASED	FY21/22
7.00	0.00	0.00	7.00	0.00	8.50

411 4407 DUVAL LOOP

POSITION TITLE	FY 19/20 AUTHORIZED	FY 20/21 SUSPENDED	FY 20/21 DELETED	FY 20/21 AUTHORIZED	RELEASED FROM SUSPENSION	FY 21/22 AUTHORIZED
Apprentice Mechanic	-	-	-	-	-	0.20
Assistant Transit Supervisor	0.40	-	-	0.40	-	0.40
Bus Driver	4.00	-	-	4.00	-	4.00
Certified Mechanic (ASE)	0.40	-	-	0.40	-	0.40
Customer Service Specialist	-	-	-	-	-	0.25
Director - Transportation	-	-	-	-	-	0.20
Lead Certified Mechanic (ASE)	0.20	-	-	0.20	-	0.20
Relief Bus Driver - Old Town Shuttle	2.00	-	-	2.00	-	2.00
Transit Grant & Project Manager	-	-	-	-	-	0.25
Transit Operation Manager	-	-	-	-	-	0.20
Transit Vehicle Helper	-	-	-	-	-	0.40
TOTAL EMPLOYEES:	7.00	-	-	7.00	-	8.50

SALARY BUDGET
FY 21/22 POSITION CONTROL

SS Cap (does not incl Med)
140,000 FY2021

7.65%

\$14,798 PY \$14,156

COST CENTER/ POSITION TITLE	GRD/ STEP	FY 20/21 Apprvd FTEs	FY 21/22 Proposed FTEs	Health Insurance FTEs	PART TIME	CTRCT COUNT	TEMP COUNT	Notes	Change in FTEs	Annual Salary	12 FY21/22 Salary	12 Longevity	14 Over time	15 Special Pay	21 FICA Medicare	22 Retire Contrib	23 Health Life Ins	TOTAL
411 TRANSIT SYSTEM FUND																		
TRANSIT ADMINISTRATION 4401																		
CUSTOMER SRVC SPECIALIST	G 12T	0.50	0.25	0.25						20,069	10,436			90		835		
DIRECTOR DP OF TRANSPORTATION	U UDP	0.30	0.40	0.40						31,654	43,894			360		3,511		
TRANSIT OPERATION MANAGER	N 29N	0.20	0.40	0.40						14,934	31,062			192		2,485		
TRANSIT GRANT & PROJ MGR	N 22N	0.00	0.25	0.25							14,305					1,144		
		1.00	1.30	1.30	0.00	0.00	0.00			66,657	99,696		0	500	642	7,714	8,016	19,237
TRANSIT OPERATIONS 4402																		
APPRENTICE MECHANIC	G 09T	0.50	0.40	0.40						17,481	14,544					1,164		
ASST TRANSIT SUPERVISOR	N 19N	0.40	0.40	0.40						18,242	18,972			144		1,518		
ASST TRANSIT SUPERVISOR	N 19N	0.40	0.40	0.40						20,141	20,947			144		1,676		
BUS DRIVER	G 10T	1.00	1.00	1.00						38,590	40,134					3,211		
BUS DRIVER	G 10T	1.00	1.00	1.00						38,590	40,134					3,211		
BUS DRIVER	G 10T	1.00	1.00	1.00						35,459	36,877					2,950		
BUS DRIVER	G 10T	1.00	1.00	1.00						45,686	47,513					3,801		
BUS DRIVER	G 10T	1.00	1.00	1.00						45,228	47,037					3,763		
BUS DRIVER	G 10T	1.00	1.00	1.00						35,458	36,876					2,950		
BUS DRIVER	G 10T	1.00	1.00	1.00						35,131	36,536					2,923		
BUS DRIVER	G 10T	1.00	1.00	1.00						36,731	38,200					3,056		
BUS DRIVER	G 10T	1.00	1.00	1.00						38,567	40,110					3,209		
BUS DRIVER	G 10T	1.00	1.00	1.00						41,961	43,639					3,491		
BUS DRIVER - NON CDL	G 10T	0.00	1.00	1.00							31,200					2,496		
BUS DRIVER - NON CDL	G 10T	0.00	1.00	1.00							31,200					2,496		
BUS DRIVER - NON CDL	G 10T	0.00	1.00	1.00							31,200					2,496		
BUS DRIVER - NON CDL	G 10T	0.00	1.00	1.00							31,200					2,496		
CERTIFIED MECHANIC (ASE)	G 14T	0.40	0.40	0.40						17,934	18,651					1,492		
CERTIFIED MECHANIC (ASE)	G 14T	0.40	0.40	0.40						15,852	16,486					1,319		
CUSTOMER SRVC SPECIALIST	G 12T	0.25	0.25	0.25						10,034	10,436			90		835		
DIRECTOR DP OF TRANSPORTATION	U UDP	0.30	0.20	0.20						31,654	21,947			180		1,756		
LEAD CERTIFIED MECH (ASE)	G 20T	0.40	0.40	0.40						21,850	22,724			144		1,818		
RELIEF BUS DRIVER	T 00T	0.75	0.75	0.00						51,560	53,622							
TRANSIT GRANT & PROJ MGR	N 22N	0.50	0.25	0.25						27,510	14,305					1,144		
TRANSIT OPERATION MANAGER	N 29N	0.50	0.20	0.20						37,334	15,531			96		1,242		
TRANSIT VEHICLE HELPER	G 06T	1.00	0.40	0.40						32,448	13,498					1,080		
TRANSIT VEHICLE HELPER	G 06T	0.00	0.40	0.40							12,979					1,038		
		15.80	18.85	18.10	0.00	0.00	0.00			693,441	786,499		0	48,100	798	63,908	61,516	267,839
LOWER KEYS SHUTTLE 4405																		
APPRENTICE MECHANIC	G 09T	0.50	0.40	0.40						17,481	14,544					1,164		
ASST TRANSIT SUPERVISOR	N 19N	0.40	0.40	0.40						18,242	18,972			144		1,518		
ASST TRANSIT SUPERVISOR	N 19N	0.40	0.40	0.40						20,141	20,947			144		1,676		
BUS DRIVER-SHUTTLE	G 10T	1.00	1.00	1.00						39,665	41,252					3,300		
BUS DRIVER-SHUTTLE	G 10T	1.00	1.00	1.00						38,590	40,134					3,211		
BUS DRIVER-SHUTTLE	G 10T	1.00	1.00	1.00						35,458	36,876					2,950		
BUS DRIVER-SHUTTLE	G 10T	1.00	1.00	1.00						36,732	38,201					3,056		
BUS DRIVER-SHUTTLE	G 10T	1.00	1.00	1.00						36,732	38,201					3,056		
BUS DRIVER-SHUTTLE	G 10T	1.00	1.00	1.00						35,458	36,876					2,950		
BUS DRIVER-SHUTTLE (PT)	T 01	0.50	0.50	0.00						18,006	18,726							
BUS DRIVER-SHUTTLE (PT)	T 01	0.25	0.25	0.00						8,864	9,219							
CERTIFIED MECHANIC (ASE)	G 14T	0.40	0.40	0.40						17,934	18,651					1,492		

SALARY BUDGET
FY 21/22 POSITION CONTROL

SS Cap (does not incl Med)
140,000 FY2021

7.65%

\$14,798 PY \$14,156

COST CENTER/ POSITION TITLE	GRD/ STEP	FY 20/21 Apprvd FTEs	FY 21/22 Proposed FTEs	Health Insurance FTEs	PART TIME	CTRCT COUNT	TEMP COUNT	Notes	Change in FTEs	Annual Salary	12 FY21/22 Salary	12 Longevity	14 Over time	15 Special Pay	21 FICA Medicare	22 Retire Contrib	23 Health Life Ins	TOTAL
411 TRANSIT SYSTEM FUND																		
CERTIFIED MECHANIC (ASE)	G 14T	0.40	0.40	0.40						15,852	16,486					1,319		
CUSTOMER SRVC SPECIALIST	G 12T	0.25	0.25	0.25						10,034	10,436			90		835		
DIRECTOR DP OF TRANSPORTATION	U UDP	0.40	0.20	0.20						42,206	21,947			180		1,756		
LEAD CERTIFIED MECH (ASE)	G 20T	0.40	0.40	0.40						21,850	22,724			144		1,818		
TRANSIT GRANT & PROJ MGR	N 22N	0.50	0.25	0.25						27,510	14,305					1,144		
TRANSIT OPERATION MANAGER	N 26N	0.30	0.20	0.20						22,400	15,531			96		1,242		
TRANSIT VEHICLE HELPER	G 06T	0.00	0.40	0.40							13,498					1,080		
TRANSIT VEHICLE HELPER	G 06T	1.00	0.40	0.40						31,200	12,979					1,038		
		11.70	10.85	10.10	0.00	0.00	0.00			494,355	460,505	0	28,860	798	37,497	36,914	149,457	714,031
DUVAL LOOP 4407																		
APPRENTICE MECHANIC	G 09T	0.00	0.20	0.20							7,272					582		
ASST TRANSIT SUPERVISOR	N 19N	0.20	0.20	0.20						9,121	9,486			72		759		
ASST TRANSIT SUPERVISOR	N 19N	0.20	0.20	0.20						10,070	10,473			72		838		
BUS DRIVER	G 10T	1.00	1.00	1.00						36,011	37,451					2,996		
BUS DRIVER	G 10T	1.00	1.00	1.00						35,751	37,181					2,974		
BUS DRIVER	G 10T	1.00	1.00	1.00						41,122	42,767					3,421		
BUS DRIVER	G 10T	1.00	1.00	1.00						35,751	37,181					2,974		
CERTIFIED MECHANIC (ASE)	G 14T	0.20	0.20	0.20						8,950	9,308					745		
CERTIFIED MECHANIC (ASE)	G 14T	0.20	0.20	0.20						7,926	8,243					659		
CUSTOMER SRVC SPECIALIST	G 12T	0.00	0.25	0.25							10,436			90		835		
DIRECTOR DP OF TRANSPORTATION	U UDP	0.00	0.20	0.20						42,206	21,947			180		1,756		
LEAD CERTIFIED MECH (ASE)	G 20T	0.20	0.20	0.20						10,877	11,312			72		905		
RELIEF BUS DRIVER-OLD TOWN SHUTTLE	T 00T	0.50	0.50	0.00						17,047	17,729							
RELIEF BUS DRIVER-OLD TOWN SHUTTLE	T 00T	0.50	0.50	0.00						17,047	17,729							
RELIEF BUS DRIVER-OLD TOWN SHUTTLE	T 00T	0.50	0.50	0.00						17,047	17,729							
RELIEF BUS DRIVER-OLD TOWN SHUTTLE	T 00T	0.50	0.50	0.00						17,047	17,729							
TRANSIT GRANT & PROJ MGR	N 22N	0.00	0.25	0.25							14,305					1,144		
TRANSIT OPERATION MANAGER	N 26N	0.00	0.20	0.20							15,531			96		1,242		
TRANSIT VEHICLE HELPER	G 06T	0.00	0.20	0.20							6,749					540		
TRANSIT VEHICLE HELPER	G 06T	0.00	0.20	0.20							6,490					519		
		7.00	8.50	6.50	0.00	0.00	0.00		0.00	305,973	357,047	0	19,240	582	28,830	22,891	96,185	524,775
		35.50	39.50	36.00	0.00	0.00	0.00		4.00	1,560,426	1,703,748	0	96,700	2,820	137,950	129,336	532,718	2,603,272

City of Key West
Budget Preparation Worksheets
Fiscal Year 2021/2022

Fund: 411 Transit System
Department: 4401 General Administration

Key	Object	Account Description	Category	FY 2018/2019 Actuals	FY 2019/2020 Actuals	FY 2020/2021 Adopted	FY 2020/2021 6 Mth Amnd	FY 2020/2021 6 Mth Actuals	FY 2021/2022 Dept Req	FY 2021/2022 CM Review
4114401	5441200	Regular Salaries & Wages		\$90,128	\$101,625	\$66,657	\$66,657	\$31,278	\$99,696	\$99,696
4114401	5441400	Overtime		\$1,350	\$629	\$500	\$500	\$0	\$500	\$500
4114401	5441500	Special Pay		\$546	\$546	\$546	\$546	\$273	\$642	\$642
4114401	5442100	FICA Taxes		\$4,923	\$5,072	\$5,179	\$5,179	\$2,340	\$5,383	\$7,714
4114401	5442200	Retirement Contributions		\$5,187	\$5,968	\$5,373	\$5,373	\$2,502	\$5,586	\$8,016
4114401	5442300	Life & Health Insurance		\$13,655	(\$18,027)	\$14,156	\$14,156	\$6,643	\$14,798	\$19,237
4114401	5442400	Workers Compensation		\$148,794	\$148,794	\$185,993	\$185,993	\$92,997	\$185,993	\$185,993
4114401	5442500	Unemployment Comp.		\$0	\$0	\$0	\$0	\$1,508	\$0	\$0
Personnel Services				\$264,583	\$244,608	\$278,404	\$278,404	\$137,541	\$312,598	\$321,798
4114401	5443100	Professional Services		\$125,055	\$2,472	\$255	\$255	\$35	\$255	\$255
		FDOT MEDICAL EXAMS (PHYSICALS) - 1 FTE @ \$85								\$85
		FTA DRUG AND ALCOHOL TESTING -2 FTE @ \$85								\$170
4114401	5443200	Accounting & Auditing		\$3,189	\$2,632	\$2,579	\$2,579	\$1,305	\$2,586	\$2,646
		SHARE OF ANNUAL CITY AUDIT								\$2,646
4114401	5444000	Travel & Per Diem		\$1,906	\$338	\$525	\$525	\$0	\$525	\$525
		FLORIDA SAFETY NETWORK								\$525
4114401	5444100	Communications/Postage		\$2,129	\$0	\$951	\$951	\$0	\$951	\$951
		SATELLITE PHONE								\$951
4114401	5444400	Rentals & Leases		\$2,152	\$3,996	\$4,200	\$4,200	\$2,029	\$4,800	\$4,800
		COLOR COPIER (KONICA LEASE) 12 @ \$400								\$4,800
4114401	5444500	Insurance		\$89,544	\$89,544	\$111,930	\$111,930	\$55,965	\$111,930	\$111,930
		GENERAL LIABILITY AND PROPERTY INSURANCE								\$111,930
4114401	5444600	Repairs and Maintenance		\$0	\$0	\$150	\$150	\$0	\$150	\$150
4114401	5444700	Printing & Binding		\$662	\$0	\$500	\$500	\$0	\$500	\$500

City of Key West
Budget Preparation Worksheets
Fiscal Year 2021/2022

Fund: 411 Transit System
Department: 4401 General Administration

Key	Object	Account Description	Category	FY 2018/2019 Actuals	FY 2019/2020 Actuals	FY 2020/2021 Adopted	FY 2020/2021 6 Mth Amnd	FY 2020/2021 6 Mth Actuals	FY 2021/2022 Dept Req	FY 2021/2022 CM Review
		BUSINESS CARDS - 2 @ \$50								\$100
		EDUCATION/CIVIC EVENTS/PRODUCTS (CAREER DAY, GLEE, ETC)								\$400
4114401	5444800	Promotional Expenses		\$3,000	\$0	\$0	\$0	\$0	\$0	\$0
4114401	5444900	Other Current Charges		\$1,510	\$358	\$848	\$848	\$0	\$848	\$848
		LEGAL NOTICES/PUBLIC HEARINGS								\$848
4114401	5445100	Office Supplies		\$4,701	\$6,717	\$3,800	\$3,800	\$1,833	\$4,400	\$4,400
		INK CARTRIDGE, COPY PAPER - 12 @ \$325								\$3,900
		OFFICE SUPPLIES (TAPE, CLIPS, PENS, FORMS)								\$500
4114401	5445400	Books-Subscrip-Membership		\$1,815	\$1,815	\$19,000	\$19,000	\$1,815	\$19,000	\$19,000
		FPTA ANNUAL DUES								\$2,000
		REMIX ROUTE ANALYTICAL SOFTWARE								\$17,000
4114401	5445500	Training		\$825	\$0	\$550	\$550	\$125	\$550	\$550
		FPTA REGISTRATION FEE - 2 @ \$275								\$550
Operating Expenditures				\$236,487	\$107,870	\$145,288	\$145,288	\$63,107	\$146,495	\$146,555
4114401	5449100	Transfers		\$582,117	\$436,454	\$408,394	\$408,394	\$204,197	\$408,394	\$408,943
		TRANSFER TO GENERAL FUND FOR INDIRECT COST ALLOCATION, PAYMENT IN LIEU OF TAXES (PILOT) AND FRANCHISE RIGHT OF WAY FEES								\$408,943
Transfers				\$582,117	\$436,454	\$408,394	\$408,394	\$204,197	\$408,394	\$408,943
4114401	5449803	Operating		\$0	\$0	\$36,868	\$40,002	\$0	\$0	\$139,191
4114401	5449804	Salary Contingency		\$0	\$0	\$0	\$0	\$0	\$46,523	\$46,523
Reserves				\$0	\$0	\$36,868	\$40,002	\$0	\$46,523	\$185,714
General Administration - Total				\$1,083,188	\$788,932	\$868,954	\$872,088	\$404,845	\$914,010	\$1,063,010

City of Key West
Budget Preparation Worksheets
Fiscal Year 2021/2022

Fund: 411 Transit System
Department: 4402 Transit Operations

Key	Object	Account Description	Category	FY 2018/2019 Actuals	FY 2019/2020 Actuals	FY 2020/2021 Adopted	FY 2020/2021 6 Mth Amnd	FY 2020/2021 6 Mth Actuals	FY 2021/2022 Dept Req	FY 2021/2022 CM Review
4114402	5441200	Regular Salaries & Wages		\$603,315	\$588,187	\$692,193	\$692,193	\$249,467	\$786,499	\$786,499
4114402	5441400	Overtime		\$134,200	\$83,758	\$48,100	\$48,100	\$15,397	\$48,100	\$48,100
4114402	5441500	Special Pay		\$1,084	\$1,079	\$1,032	\$1,032	\$540	\$798	\$798
4114402	5442100	FICA Taxes		\$55,147	\$50,002	\$56,711	\$56,711	\$19,358	\$63,908	\$63,908
4114402	5442200	Retirement Contributions		\$70,923	\$56,749	\$54,137	\$54,137	\$20,781	\$61,516	\$61,516
4114402	5442300	Life & Health Insurance		\$162,506	\$164,759	\$213,052	\$213,052	\$73,722	\$267,839	\$267,839
Personnel Services				\$1,027,175	\$944,534	\$1,065,225	\$1,065,225	\$379,265	\$1,228,660	\$1,228,660
4114402	5443100	Professional Services		\$1,855	\$1,587	\$3,115	\$3,115	\$971	\$3,585	\$3,585
		CDL CLASS B ENDORSEMENTS (3RD PARTY TEST) 1 @ \$975								\$975
		FDOT MEDICAL EXAMS ANNUALS/BIENNIALS - 2 @ \$100 URGENT CARE / 6 @ \$85 DR. BURTON								\$710
		FDOT MEDICAL EXAMS PRE-EMPLOYMENT - 4 @ \$85								\$340
		FTA TEST: DRUG TEST - 8 @ \$85								\$680
		FTA TEST: ALCOHOL TEST - 8 @ \$85								\$680
		PRE-EMPLOYMENT OUT OF STATE SCREENING								\$200
4114402	5443400	Other Contractual Service		\$5,509	\$5,572	\$7,485	\$7,485	\$3,665	\$16,796	\$13,075
		EQUIPMENT CONTRACTS - \$1,700 @ 39%								\$663
		FLUID REMOVAL SERVICES - \$1,000 @ 39%								\$390
		HAND SANITIZER - 52 WEEKS @ \$10								\$520
		MATS & RAGS - 52 WEEKS @ \$6.90								\$359
		PEST CONTROL - \$1,970 @ 58%								\$1,143
		TOW FROM KEY WEST TO MIAMI								\$1,000
		UNIFORMS - 18 FTE @ \$500								\$9,000
4114402	5444000	Travel & Per Diem		\$344	\$314	\$300	\$300	\$0	\$390	\$390
		FPTA/FDOT MEETINGS - \$500 @ 39%								\$195
		PROFESSIONAL DEVELOPMENT - \$500 @ 39%								\$195
4114402	5444100	Communications/Postage		\$21,276	\$22,454	\$23,402	\$31,102	\$4,286	\$47,508	\$48,245
		CELLULAR DATA \$10,200 @ 58%								\$5,916
		COURIER (FEDEX, UPS)								\$150
		GOOGLE TRANSIT REDESIGN - \$3,000/YR @ 58%								\$1,740
		GOOGLE TRANSIT YEARLY FEE - \$1,200/YR @ 58%								\$696
		HANDHELD RADIO USE - MCSO \$18.00 / MO X 6 UNITS V 12 = SPLIT EVENLY 4402, 4405, 4407								\$432

City of Key West
Budget Preparation Worksheets
Fiscal Year 2021/2022

Fund: 411 Transit System
Department: 4402 Transit Operations

Key	Object	Account Description	Category	FY 2018/2019 Actuals	FY 2019/2020 Actuals	FY 2020/2021 Adopted	FY 2020/2021 6 Mth Amnd	FY 2020/2021 6 Mth Actuals	FY 2021/2022 Dept Req	FY 2021/2022 CM Review
		INFOTRANSIT HOSTING 4 @ \$150								\$600
		RADIO AGREEMENT - \$11,425 ANNUALLY @ 58%								\$6,627
		RADIO PROGRAMMING AND INSTALLATION - \$1,500 @ 58%								\$870
		REAL TIME BUS TRACKING SUPPORT - \$53,818 ANNUAL @ 58%								\$31,214
4114402	5444600	Repairs and Maintenance		\$61,432	\$64,853	\$57,873	\$57,873	\$12,613	\$88,660	\$82,860
		EMERGENCY TIRE SERVICE - 3 @ \$140								\$420
		FAREBOX REPAIRS AND SERVICES - 3 @ \$1,000								\$3,000
		FIRE EXTINGUISHER INSPECTION - 14 @ \$210								\$2,940
		FIRE SUPPRESSION RECHARGE - 2 @ \$380								\$760
		FIRE SUPPRESSION SYSTEM INSPECTION - 14 @ \$1400								\$19,600
		MOBILE WHEEL ALIGNMENT SERVICE - 14 @ \$300								\$4,200
		RADIO REPAIR AND MAINTENANCE - 4 @ \$100								\$400
		REPAIR/MAINTENANCE BUSES - \$75,000 @ 58%								\$43,500
		REPAIR/MAINTENANCE CUTAWAYS								\$5,040
		SIGN MAINTENANCE								\$2,000
		SUPPORT VEHICLE MAINTENANCE								\$1,000
4114402	5444700	Printing & Binding		\$1,771	\$70	\$4,160	\$860	\$0	\$3,605	\$2,505
		BUS SCHEDULES - 5,000 @ \$.22 - PRICE OUT ANNUALLY								\$1,100
		BUSINESS CARDS								\$25
		DESIGN & GRAPHIC CHANGES FOR REVISED ROUTES - 3 HRS/ \$70								\$210
		SIGNAGE DECALS, BUS DECALS - \$3,000 @ 39%								\$1,170
4114402	5444800	Promotional Expenses		\$4,211	\$4,914	\$9,167	\$9,167	\$5,470	\$9,400	\$9,400
		RADIO ADVERTISING - \$14,000/4 ACCOUNTS - SPLIT EVENLY 4402, 4405, 4406, 4407								\$3,500
		SOCIAL MEDIA COMMUNICATION - \$10,000 @ 39%								\$3,900
		TV / PRINTING ADVERTISING - \$8,000/4 ACCOUNTS - SPLIT EVENLY 4402, 4405, 4406, 4407								\$2,000
4114402	5444900	Other Current Charges		\$274	\$416	\$405	\$405	\$232	\$300	\$300
		BI-ANNUAL DRIVERS LICENSE REVIEW								\$300
4114402	5445100	Office Supplies		\$1,019	\$360	\$270	\$270	\$0	\$351	\$351
		BUS OPERATING SUPPLIES - \$900 @ 39%								\$351
4114402	5445200	Operating Supplies		\$33,050	\$38,368	\$30,985	\$30,985	\$9,845	\$35,836	\$29,513

City of Key West
Budget Preparation Worksheets
Fiscal Year 2021/2022

Fund: 411 Transit System
Department: 4402 Transit Operations

Key	Object	Account Description	Category	FY 2018/2019 Actuals	FY 2019/2020 Actuals	FY 2020/2021 Adopted	FY 2020/2021 6 Mth Amnd	FY 2020/2021 6 Mth Actuals	FY 2021/2022 Dept Req	FY 2021/2022 CM Review
		AEROSOLS BRAKE CLEANER, LUBES ETC - \$5,000 @ 39%								\$1,950
		BUS TIRES - 10 @ \$500								\$5,000
		CLEANING PRODUCTS - \$6,000 @ 39%								\$2,340
		CUTAWAY TIRES - 4 @ \$200								\$800
		FILTERS, BELTS- \$10,000 @ 39%								\$3,900
		HARDWARE SUPPLIES - \$6,000 @ 39%								\$2,340
		LUBRICANTS - \$20,000 @ 39%								\$7,800
		RADIO CHARGERS & BATTERIES \$4,300 - SPLIT 4402/4405/4407								\$1,433
		SAFETY SHOES - 16 FTE @ \$125								\$2,000
		SHOP CLEANING - RAGS, ABSORBENT ETC - \$5,000 @ 39%								\$1,950
4114402	5445201 Fuel			\$102,568	\$46,556	\$88,435	\$88,435	\$33,196	\$101,679	\$101,679
		DIESEL FUEL - CITY 24,893 GALLONS @ \$3.00								\$74,679
		UNLEADED FUEL - CITY 10,800 @ \$2.75								\$27,000
4114402	5445400 Books-Subscrip-Membership			\$215	\$7,207	\$1,208	\$1,208	\$231	\$2,145	\$49,145
		ALLISON DOC - \$800 @ 39%								\$312
		ANNUAL SUBSCRIPTION / OTC COMPUTER PROGRAM (MECHANICS) - \$545 @ 39%								\$213
		CUMMINS INSITE - \$800 @ 39%								\$312
		MSET VIDEO SUBSCRIPTION \$1,700 @ 58%								\$986
		ON DEMAND SOFTWARE SUBSCRIPTION								\$47,000
		PROFESSIONAL OPERATORS TRAINING MATERIALS - \$825 @ 39%								\$322
4114402	5445500 Training			\$5	\$0	\$600	\$600	\$0	\$780	\$780
		FDOT PROFESSIONAL DEVELOPMENT WORKSHOP \$1,000 @ 39%								\$390
		FDOT TECHNICIAN WORKSHOP \$1,000 @ 39%								\$390
Operating Expenditures				\$233,528	\$192,671	\$227,405	\$231,805	\$70,509	\$311,035	\$341,828
4114402	5446300 Infrastructure			\$0	\$0	\$0	\$6,810	\$0	\$0	\$0
Capital Outlay				\$0	\$0	\$0	\$6,810	\$0	\$0	\$0
Transit Operations - Total				\$1,260,703	\$1,137,206	\$1,292,630	\$1,303,840	\$449,774	\$1,539,695	\$1,570,488

Fund: 411 Transit System
Department: 4403 Transit Garage

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City of Key West
Budget Preparation Worksheets
Fiscal Year 2021/2022

Fund: 411 Transit System
Department: 4403 Transit Garage

Key	Object	Account Description	Category	FY 2018/2019 Actuals	FY 2019/2020 Actuals	FY 2020/2021 Adopted	FY 2020/2021 6 Mth Amnd	FY 2020/2021 6 Mth Actuals	FY 2021/2022 Dept Req	FY 2021/2022 CM Review
		ANNUAL TENANT FLOOR SCRUBBER MAINTENANCE								\$1,000
		BUILDING REPAIRS								\$1,000
		BUS WASH - (BRUSHES, NOZZLES, PART, SEDIMENT REMOVAL)								\$500
		DIESEL FUEL PUMP REPAIR AND SERVICE								\$2,000
		ELEVATOR REPAIRS								\$1,000
		FIRE ALARM SYSTEM REPAIRS								\$2,000
		SYNTECH FUEL MAINTENANCE SYSTEM								\$2,680
4114403	5444900	Other Current Charges		\$75	\$0	\$150	\$150	\$0	\$150	\$150
		STATE OF FLORIDA DIESEL FUEL TANK REGISTRATION								\$150
4114403	5445100	Office Supplies		\$0	\$1,213	\$1,300	\$1,300	\$392	\$2,500	\$2,500
		DRINKING WATER AND COUNTER TOP WATER DISPENSER								\$2,500
4114403	5445200	Operating Supplies		\$2,885	\$1,672	\$2,820	\$2,820	\$2,260	\$4,420	\$4,620
		CLEANING PRODUCTS - GARBAGE BAGS, TOILET PAPER, BUS WASH SOAP, SALT, ETC.								\$3,000
		FIRST AID KIT BI-MONTHLY RESTOCKING								\$200
		US FLAG 5X8 - 4 @ \$80								\$320
		WEED CONTROL								\$1,100
4114403	5445400	Books-Subscrip-Membership		\$0	\$0	\$0	\$0	\$0	\$0	\$1,032
		SYNTECH HOSTING/SUBSCRIPTION FEE								\$1,032
Operating Expenditures				\$98,040	\$65,131	\$76,585	\$76,585	\$34,936	\$85,278	\$89,190
Transit Garage - Total				\$98,040	\$65,131	\$76,585	\$76,585	\$34,936	\$85,278	\$89,190

City of Key West
Budget Preparation Worksheets
Fiscal Year 2021/2022

Fund: 411 Transit System
Department: 4404 Capital Grants

Key	Object	Account Description	Category	FY 2018/2019 Actuals	FY 2019/2020 Actuals	FY 2020/2021 Adopted	FY 2020/2021 6 Mth Amnd	FY 2020/2021 6 Mth Actuals	FY 2021/2022 Dept Req	FY 2021/2022 CM Review
4114404	5444600	Repairs and Maintenance		\$0	\$0	\$0	\$0	\$16,575	\$0	\$0
4114404	5445200	Operating Supplies		\$89	\$21,704	\$0	\$0	\$0	\$0	\$0
Operating Expenditures				\$89	\$21,704	\$0	\$0	\$16,575	\$0	\$0
4114404	5446400	Machinery & Equipment		\$0	\$0	\$0	\$0	\$382,413	\$0	\$117,899
		TS1301 - BUS FLEET REPLACEMENT (CARRY FORWARD \$0)								\$0
		TS44022101 - BUS MISCELLANEOUS EQUIPMENT (CARRY FORWARD \$991,579)								\$0
		NEW CIP - APC/AVAS REPLACEMENT								\$117,899
Capital Outlay				\$0	\$0	\$0	\$0	\$382,413	\$0	\$117,899
Capital Grants - Total				\$89	\$21,704	\$0	\$0	\$398,988	\$0	\$117,899

City of Key West
Budget Preparation Worksheets
Fiscal Year 2021/2022

Fund: 411 Transit System
Department: 4405 Lower Keys Shuttle

Key	Object	Account Description	Category	FY 2018/2019 Actuals	FY 2019/2020 Actuals	FY 2020/2021 Adopted	FY 2020/2021 6 Mth Amnd	FY 2020/2021 6 Mth Actuals	FY 2021/2022 Dept Req	FY 2021/2022 CM Review
4114405	5441200	Regular Salaries & Wages		\$507,859	\$533,445	\$495,603	\$495,603	\$243,444	\$460,505	\$460,505
4114405	5441400	Overtime		\$124,266	\$58,566	\$28,860	\$28,860	\$15,465	\$28,860	\$28,860
4114405	5441500	Special Pay		\$1,149	\$1,075	\$1,026	\$1,026	\$537	\$798	\$798
4114405	5442100	FICA Taxes		\$47,007	\$44,137	\$40,200	\$40,200	\$19,225	\$37,497	\$37,497
4114405	5442200	Retirement Contributions		\$43,371	\$44,555	\$39,807	\$39,807	\$19,527	\$36,914	\$36,914
4114405	5442300	Life & Health Insurance		\$138,040	\$147,452	\$155,011	\$155,011	\$73,913	\$149,457	\$149,457
Personnel Services				\$861,692	\$829,229	\$760,507	\$760,507	\$372,111	\$714,031	\$714,031
4114405	5443100	Professional Services		\$1,381	\$1,051	\$2,775	\$2,775	\$164	\$3,245	\$3,245
		CDL CLASS B ENDORSEMENTS (3RD PARTY TEST) 1 @ \$975								\$975
		FDOT MEDICAL EXAMS ANNUALS/ BIENNIALS - 2 @ \$100 URGENT CARE / 4 @ \$85 DR. BURTON								\$540
		FDOT MEDICAL EXAMS PRE-EMPLOYMENT - 2 @ \$85								\$170
		FTA TEST: ALCOHOL TEST - 8 @ \$85								\$680
		FTA TEST: DRUG TEST - 8 @ \$85								\$680
		PRE-EMPLOYMENT OUT OF STATE SCREENING								\$200
4114405	5443400	Other Contractual Service		\$4,625	\$3,809	\$7,198	\$7,198	\$3,122	\$13,892	\$8,965
		EQUIPMENT CONTRACTS - \$1,700 @ 37%								\$629
		FLUID REMOVAL SERVICES - \$1,000 @ 37%								\$370
		HAND SANITIZER - 52 WEEKS @ \$10								\$520
		MATS & RAGS - 52 WEEKS @ \$8.72								\$453
		PEST CONTROL - \$1,970 @ 25%								\$493
		TOW FROM KEY WEST TO MIAMI								\$1,000
		UNIFORMS - 11 FTE @ \$500								\$5,500
4114405	5444000	Travel & Per Diem		\$71	\$314	\$400	\$400	\$0	\$370	\$370
		FPTA/ FDOT MEEETINGS - \$500 @ 37%								\$185
		PROFESSIONAL DEVELOPMENT - \$500 @ 37%								\$185
4114405	5444100	Communications/Postage		\$20,732	\$21,068	\$14,596	\$17,896	\$4,108	\$20,551	\$20,868
		CELLULAR DATA - \$10,200 @ 25%								\$2,550
		COURIER (FEDEX, UPS)								\$150
		GOOGLE TRANSIT REDESIGN - \$3,000/YR @ 25%								\$750
		GOOGLE TRANSIT YEARLY FEE - \$1,200/YR @ 25%								\$300
		HANDHELD RADIO USE - MCSO \$18 / MO X 6 UNITS X 12 = SPLIT EVENLY 4402, 4405, 4407								\$432

Fund: 411 Transit System
Department: 4405 Lower Keys Shuttle

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City of Key West
Budget Preparation Worksheets
Fiscal Year 2021/2022

Fund: 411 Transit System
Department: 4405 Lower Keys Shuttle

Key	Object	Account Description	Category	FY 2018/2019 Actuals	FY 2019/2020 Actuals	FY 2020/2021 Adopted	FY 2020/2021 6 Mth Amnd	FY 2020/2021 6 Mth Actuals	FY 2021/2022 Dept Req	FY 2021/2022 CM Review
		FILTERS, BELTS - \$10,000 @ 37%								\$3,700
		HARDWARE SUPPLIES - \$6,000 @ 37%								\$2,220
		LUBRICANTS - \$20,000 @ 37%								\$7,400
		RADIO CHARGERS AND BATTERIES \$4,300 / SPLIT 4402, 4405, 4407								\$1,433
		SAFETY SHOES - 10 FTE @ \$125								\$1,250
		SHOP CLEANING - RAGS, ABSORBENTS, ETC. \$5,000 @ 37%								\$1,850
		TIRES - 10 @ \$500								\$5,000
4114405	5445201	Fuel		\$169,606	\$110,173	\$149,237	\$149,237	\$34,298	\$255,923	\$255,923
		DIESEL FUEL - LKS 185,191 GALLONS @ \$3.00								\$255,573
		TOM THUMB - EMERGENCY FUEL FOR LKS ONLY								\$350
4114405	5445400	Books-Subscrip-Membership		\$215	\$6,028	\$1,610	\$1,610	\$308	\$1,524	\$1,524
		ALLISON DOC - \$800 @ 37%								\$296
		ANNUAL SUBSCRIPTION / OTC COMPUTER PROGRAM (MECHANICS) - \$545 @ 37%								\$202
		CUMMINS INSITE - \$800 @ 37%								\$296
		MSET VIDEO SUBSCRIPTION \$1,700 @ 25%								\$425
		PROFESSIONAL OPERATORS TRAINING MATERIALS \$825 @ 37%								\$305
4114405	5445500	Training		\$0	\$0	\$800	\$800	\$0	\$740	\$740
		FDOT PROFESSIONAL DEVELOPMENT WORKSHOP - \$1,000 @ 37%								\$370
		FDOT TECHNICIANS WORKSHOP \$1,000 @ 37%								\$370
Operating Expenditures				\$300,757	\$214,497	\$274,938	\$274,938	\$80,682	\$378,495	\$364,951
Lower Keys Shuttle - Total				\$1,162,450	\$1,043,727	\$1,035,445	\$1,035,445	\$452,793	\$1,092,526	\$1,078,982

Fund: 411 Transit System
Department: 4406 Park and Ride

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City of Key West
Budget Preparation Worksheets
Fiscal Year 2021/2022

Fund: 411 Transit System
 Department: 4406 Park and Ride

Key	Object	Account Description	Category	FY 2018/2019 Actuals	FY 2019/2020 Actuals	FY 2020/2021 Adopted	FY 2020/2021 6 Mth Amnd	FY 2020/2021 6 Mth Actuals	FY 2021/2022 Dept Req	FY 2021/2022 CM Review
4114406	5445200	Operating Supplies		\$279	\$188	\$1,000	\$1,000	\$60	\$1,000	\$1,000
		SIGNS AND ACCESSORIES								\$500
		SUPPLEMENTAL CLEANING SUPPLIES								\$500
Operating Expenditures				\$104,880	\$44,323	\$108,633	\$108,633	\$30,336	\$86,324	\$187,324
Park and Ride - Total				\$104,880	\$44,323	\$108,633	\$108,633	\$30,336	\$86,324	\$187,324

City of Key West
Budget Preparation Worksheets
Fiscal Year 2021/2022

Fund: 411 Transit System
Department: 4407 Duval Loop

Key	Object	Account Description	Category	FY 2018/2019 Actuals	FY 2019/2020 Actuals	FY 2020/2021 Adopted	FY 2020/2021 6 Mth Amnd	FY 2020/2021 6 Mth Actuals	FY 2021/2022 Dept Req	FY 2021/2022 CM Review
4114407	5441200	Regular Salaries & Wages		\$0	\$0	\$263,908	\$263,908	\$117,669	\$357,047	\$357,047
4114407	5441400	Overtime		\$0	\$0	\$19,240	\$19,240	\$8,122	\$19,240	\$19,240
4114407	5441500	Special Pay		\$0	\$0	\$216	\$216	\$120	\$582	\$582
4114407	5442100	FICA Taxes		\$0	\$0	\$21,677	\$21,677	\$9,301	\$28,830	\$28,830
4114407	5442200	Retirement Contributions		\$0	\$0	\$15,646	\$15,646	\$9,983	\$22,891	\$22,891
4114407	5442300	Life & Health Insurance		\$0	\$0	\$70,781	\$70,781	\$36,683	\$96,185	\$96,185
Personnel Services				\$0	\$0	\$391,468	\$391,468	\$181,878	\$524,775	\$524,775
4114407	5443100	Professional Services		\$0	\$0	\$1,925	\$1,925	\$189	\$2,465	\$2,465
		CDL CLASS B ENDORSEMENTS (3RD PARTY TEST) 1 @ \$975								\$975
		FDOT MEDICAL EXAMS ANNUAL/BIENNIALS - 1 @ \$100 URGENT CARE / 4 @ \$85 DR. BURTON								\$440
		FDOT MEDICAL EXAMS PRE EMPLOYMENT - 2 @ \$85								\$170
		FTA TEST: ALCOHOL TEST - 4 @ \$85								\$340
		FTA TEST: DRUG TEST - 4 @ \$85								\$340
		PRE-EMPLOYMENT OUT OF STATE SCREENING								\$200
4114407	5443400	Other Contractual Service		\$0	\$0	\$4,948	\$4,948	\$1,541	\$7,583	\$7,623
		EQUIPMENT CONTRACTS - \$1,700 @ 24%								\$408
		HAND SANITIZER - 52 WEEKS @ \$20								\$1,040
		MATS & RAGS - 52 WEEKS @ \$11.55								\$600
		FLUID REMOVAL SERVICES - \$1,000 @ 24%								\$240
		PEST CONTROL - \$1,970 @ 17%								\$335
		TOW FROM KEY WEST TO MIAMI								\$1,000
		UNIFORMS -8 FTE @ \$500								\$4,000
4114407	5444000	Travel & Per Diem		\$0	\$0	\$300	\$300	\$0	\$240	\$240
		FPTA/FDOT MEEETINGS - \$500 @24%								\$120
		PROFESSIONAL DEVELOPMENT - \$500 @ 24%								\$120
4114407	5444100	Communications/Postage		\$0	\$0	\$10,402	\$12,602	\$2,072	\$14,160	\$14,376
		CELLULAR DATA \$10,200 @ 17%								\$1,734
		COURIER (FEDEX, UPS)								\$150
		GOOGLE TRANSIT REDESIGN - \$3,000/YR @17%								\$510
		GOOGLE TRANSIT YEARLY FEE - \$1,200/yr @ 17%								\$204
		HANDHELD RADIO USE - MCSO \$18.00 / MO X 6 UNITS X 12 = SPLIT EVENLY 4402, 4405, 4407								\$432

Fund: 411 Transit System
Department: 4407 Duval Loop

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City of Key West
Budget Preparation Worksheets
Fiscal Year 2021/2022

Fund: 411 Transit System
Department: 4407 Duval Loop

Key	Object	Account Description	Category	FY 2018/2019 Actuals	FY 2019/2020 Actuals	FY 2020/2021 Adopted	FY 2020/2021 6 Mth Amnd	FY 2020/2021 6 Mth Actuals	FY 2021/2022 Dept Req	FY 2021/2022 CM Review
		HARDWARE SUPPLIES - \$6,000 @ 24%								\$1,440
		LUBRICANTS - \$20,000 @ 24%								\$4,800
		SAFETY SHOES - 6 FTE @ \$125								\$750
		SHOP CLEANING - RAGS, ABSORBENT, ETC. - \$5,000 @ 24%								\$1,200
		TIRES - 10 @ \$500								\$5,000
4114407	5445201	Fuel		\$0	\$0	\$48,362	\$48,362	\$35,099	\$66,066	\$66,066
		DIESEL FUEL - DUVAL LOOP - 22,022 @ \$3.00								\$66,066
4114407	5445400	Books-Subscrip-Membership		\$0	\$0	\$1,128	\$1,128	\$231	\$1,002	\$1,002
		ALLISON DOC - \$800 @ 24%								\$192
		ANNUAL SUBSCRIPTION / OTC COMPUTER PROGRAM (MECHANIC) - \$545 @ 24%								\$131
		CUMMINS INSITE - \$800 @ 24%								\$192
		MSET VIDEO SUBSCRIPTION \$1,700 @ 17%								\$289
		PROFESSIONAL OPERATORS TRAINING MATERIALS - \$825 @ 24%								\$198
4114407	5445500	Training		\$0	\$0	\$600	\$600	\$0	\$480	\$480
		FDOT PROFESSIONAL DEVELOPMENT WORKSHOP - \$1,000 @ 24%								\$240
		FDOT TECHNICIAN WORKSHOP \$1,000 @ 24%								\$240
Operating Expenditures				\$0	\$0	\$153,008	\$148,608	\$64,727	\$149,285	\$145,673
Duval Loop - Total				\$0	\$0	\$544,476	\$540,076	\$246,605	\$674,060	\$670,448
Transit System Expenditures - Total				\$3,709,350	\$3,101,153	\$3,926,723	\$3,943,477	\$2,018,277	\$4,391,893	\$4,777,341