

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

Fund: 403 Solid Waste Fund

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 Rev
4030000	3349000	Other State Grants		\$0	\$16,000	\$15,000	\$15,000	\$0	\$0	\$0
<b>InterGovernmental Revenue</b>				<b>\$0</b>	<b>\$16,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
4030000	3434100	Solid Waste-Navy		\$222,471	\$192,592	\$238,049	\$238,049	\$90,147	\$230,000	\$238,049
4030000	3434200	Solid Waste-Residential		\$333,048	\$289,973	\$226,680	\$226,680	\$235,171	\$400,000	\$230,080
4030000	3434201	SW on Tax Bill		\$3,923,824	\$4,019,637	\$3,996,417	\$3,996,417	\$3,613,769	\$0	\$3,937,592
4030000	3434300	Solid Waste-Penalties		(\$1,784)	(\$251)	\$0	\$0	(\$106)	\$0	\$0
4030000	3434400	Solid Waste-Recycling		\$0	\$0	\$0	\$0	\$0	\$0	\$0
4030000	3434500	Solid Waste-Dumping		\$166,423	\$154,512	\$96,385	\$96,385	\$97,154	\$130,000	\$104,418
4030000	3434600	Solid Waste-Commercial		\$4,714,568	\$4,156,976	\$4,423,852	\$4,423,852	\$1,787,746	\$4,700,000	\$4,395,467
<b>Charges For Services</b>				<b>\$9,358,550</b>	<b>\$8,813,438</b>	<b>\$8,981,383</b>	<b>\$8,981,383</b>	<b>\$5,823,881</b>	<b>\$5,460,000</b>	<b>\$8,905,606</b>
4030000	3610000	Interest Earnings		\$295,771	\$135,648	\$107,419	\$107,419	\$5,767	\$300,000	\$87,776
4030000	3690000	Other Misc Revenues		(\$173)	\$0	\$0	\$0	\$0	\$0	\$0
4030000	3699100	Sales Tax Commission		\$0	\$0	\$480	\$480	\$0	\$0	\$500
4030000	3699200	Employee Health		\$0	\$0	\$0	\$0	\$180	\$0	\$0
<b>Misc Revenue</b>				<b>\$295,598</b>	<b>\$135,648</b>	<b>\$107,899</b>	<b>\$107,899</b>	<b>\$5,947</b>	<b>\$300,000</b>	<b>\$88,276</b>
4030000	3815020	Insurance Programs		\$0	\$0	\$96,316	\$96,316	\$96,316	\$0	\$0
4030000	3899006	Retained Earnings		\$0	\$0	\$0	\$10,951	\$0	\$0	\$0
4030000	3899106	Sinking		\$0	\$0	\$10,741,922	\$10,741,922	\$0	\$0	\$8,777,553
<b>Other Sources</b>				<b>\$0</b>	<b>\$0</b>	<b>\$10,838,238</b>	<b>\$10,849,189</b>	<b>\$96,316</b>	<b>\$0</b>	<b>\$8,777,553</b>
<b>Solid Wate Fund Revenue - Total</b>				<b>\$9,654,148</b>	<b>\$8,965,086</b>	<b>\$19,942,520</b>	<b>\$19,953,471</b>	<b>\$5,926,144</b>	<b>\$5,760,000</b>	<b>\$17,771,435</b>

### Personnel Allocation

AUTHORIZED BUDGET					
FY 19/20	SUSPENDED	DELETED	FY 20/21	RELEASED	FY21/22
2.20	0.00	0.00	2.60	0.00	2.60

**403 3401 SOLID WASTE FUND**

<b>POSITION TITLE</b>	<b>FY 19/20 AUTHORIZED</b>	<b>FY 20/21 SUSPENDED</b>	<b>FY 20/21 DELETED</b>	<b>FY 20/21 AUTHORIZED</b>	<b>RELEASED FROM SUSPENSION</b>	<b>FY 21/22 AUTHORIZED</b>
Administrative Assistant II	0.40	-	-	0.40	-	0.40
Contract & Permit Engineer	0.40	-	-	0.40	-	0.40
Solid Waste Coordinator	1.00	-	-	1.00	-	1.00
Director - Utilities	0.40	-	-	0.40		0.40
GIS Support Analyst	-	-	-	0.40	-	0.40
TOTAL EMPLOYEES:	2.20	-	-	2.60	-	2.60

### Personnel Allocation

AUTHORIZED BUDGET					
FY 19/20	SUSPENDED	DELETED	FY 20/21	RELEASED	FY21/22
2.00	0.00	0.00	2.00	0.00	2.00

**403 3402 SOLID WASTE FUND**[illegible]

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
403 SOLID WASTE FUND																		
GENERAL ADMINISTRATION 3401																		
ADMINISTRATIVE ASSISTANT II	G 09T	0.40	0.40	0.40						14,265	14,836					1,187		
CONTRACT & PERMIT ENGINEER	N 33N	0.40	0.40	0.40						32,258	33,548					2,684		
SOLID WASTE COORDINATOR	N 26N	1.00	1.00	1.00						60,712	63,140			360		5,051		
DIRECTOR-UTILITIES	U UDP	0.40	0.40	0.40						40,196	41,804			360		3,344		
GIS SUPPORT ANALYST SPECIALIST	N 25N	0.00	0.40	0.40						0	31,360					2,509		
		2.20	2.60	2.60	0.00	-	-			147,431	184,688	0	0	720	14,184	14,775	38,474	252,841
TRANSFER STATION OPS 3402																		
SCALE/TIPPING FLOOR ATNDT	G 12T	1.00	1.00	1.00						47,489	49,389					3,951		
SCALE/TIPPING FLOOR ATNDT	G 12T	1.00	1.00	1.00						43,686	45,433					3,635		
		2.00	2.00	2.00	0.00	-	-			91,175	94,822		14,000	0	8,325	8,706	29,595	155,448
		4.20	4.60	4.60	0.00	0.00	0.00		0.40	238,606	279,510	0	14,000	720	22,509	23,481	68,070	408,289

**Fund: 403    Solid Waste Fund**  
**Department: 3401    General Administration**

[illegible]

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

Fund: 403 Solid Waste Fund  
Department: 3401 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
		SANDBLASTING AND PAINT								\$5,000
4033401	5345400	Books-Subscrip-Membership		\$538	\$393	\$500	\$500	\$150	\$500	\$500
		RECYCLE FLORIDA TODAY SWANA MEMBERSHIP								\$250 \$250
4033401	5345500	Training		\$846	\$0	\$0	\$0	\$0	\$5,000	\$5,000
		TRAINING DEE DEE AND 3 TRANSFER STATION EMPLOYEES								\$5,000
4033401	5345701	Bad Debt		\$64,637	\$1,519	\$0	\$0	\$2,202	\$0	\$0
<b>Operating Expenditures</b>				<b>\$154,331</b>	<b>\$104,928</b>	<b>\$93,240</b>	<b>\$115,840</b>	<b>\$36,525</b>	<b>\$170,300</b>	<b>\$149,737</b>
4033401	5346400	Machinery & Equipment		\$0	\$0	\$0	\$0	\$0	\$0	\$25,000
		FORD F-150								\$25,000
<b>Capital Outlay</b>				<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$25,000</b>
4033401	5349100	Transfers		\$1,802,351	\$1,843,742	\$1,831,955	\$1,831,955	\$915,978	\$1,840,000	\$1,753,600
		TRANSFER TO GENERAL FUND FOR INDIRECT COSTS FY22								\$1,728,339
		TRANSFER TO ADAPTATION AND SUSTAINABILITY FUND FOR MATCH TO WIND RETROFITS AT TRANSFER STATION								\$25,261
<b>Transfers</b>				<b>\$1,802,351</b>	<b>\$1,843,742</b>	<b>\$1,831,955</b>	<b>\$1,831,955</b>	<b>\$915,978</b>	<b>\$1,840,000</b>	<b>\$1,753,600</b>
4033401	5349803	Operating		\$0	\$0	\$2,327,298	\$2,327,298	\$0	\$0	\$2,343,975
4033401	5349806	Salary Contingency		\$0	\$0	\$0	\$0	\$0	\$0	\$135,456
4033401	5349900	Other Uses		\$0	\$0	\$8,006,032	\$7,933,882	\$0	\$0	\$6,026,310
		CAPITAL FACILITIES RESERVE								\$2,186,010
		UNRESTRICTED RESERVE								\$3,840,300
<b>Reserves</b>				<b>\$0</b>	<b>\$0</b>	<b>\$10,333,330</b>	<b>\$10,261,180</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,505,741</b>
<b>General Administration - Total</b>				<b>\$2,388,928</b>	<b>\$2,383,232</b>	<b>\$12,689,236</b>	<b>\$12,639,686</b>	<b>\$1,161,397</b>	<b>\$2,449,242</b>	<b>\$10,915,207</b>

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

**Fund: 403 Solid Waste Fund**  
**Department: 3402 Transfer Station Ops**

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
4033402	5341200	Salaries		\$87,873	\$91,904	\$91,175	\$91,175	\$43,062	\$94,822	\$94,822
4033402	5341400	Overtime		\$15,726	\$15,107	\$14,000	\$14,000	\$5,944	\$14,000	\$14,000
4033402	5342100	FICA		\$7,878	\$8,101	\$8,046	\$8,046	\$3,715	\$8,325	\$8,325
4033402	5342200	Retirement		\$8,189	\$9,294	\$8,414	\$8,414	\$3,921	\$8,706	\$8,706
4033402	5342300	Life & Health Insurance		\$26,899	\$28,046	\$28,313	\$28,313	\$13,319	\$29,595	\$29,595
<b>Personnel Services</b>				<b>\$146,566</b>	<b>\$152,452</b>	<b>\$149,948</b>	<b>\$149,948</b>	<b>\$69,961</b>	<b>\$155,448</b>	<b>\$155,448</b>
4033402	5343100	Professional Services		\$864,691	\$721,314	\$803,750	\$806,150	\$265,365	\$820,000	\$820,000
		WASTE MANAGEMENT CONTRACT FOR TRANSFER STATION OPERATIONS								\$820,000
4033402	5343400	Other Contractual Service		\$26,988	\$22,133	\$30,500	\$38,666	\$11,971	\$32,000	\$32,000
		ANNUAL EASEMENT FEE								\$30,500
		UNIFORMS								\$1,500
4033402	5344304	Water		\$9,176	\$1,541	\$0	\$0	\$648	\$0	\$0
4033402	5344600	Repairs and Maintenance		\$9,365	\$14,766	\$10,000	\$10,000	\$3,768	\$10,000	\$10,000
		MISCELLANEOUS REPAIRS								\$10,000
4033402	5344700	Printing & Binding		\$1,277	\$0	\$2,000	\$2,000	\$550	\$2,200	\$2,200
		SCALE TICKETS								\$2,200
4033402	5344900	Other Current Charges		\$3,334	\$3,222	\$3,500	\$3,500	\$1,758	\$3,500	\$3,500
		CREDIT CARD CHARGES								\$3,500
4033402	5345100	Office Supplies		\$184	\$402	\$250	\$250	\$123	\$300	\$300
4033402	5345200	Operating Supplies		\$318	\$225	\$300	\$300	\$235	\$300	\$300
		SAFETY GEAR AND SHOES								\$300
4033402	5345201	Fuel		\$1,080	\$498	\$1,200	\$1,200	\$161	\$1,000	\$1,000

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

Fund: 403 Solid Waste Fund  
Department: 3402 Transfer Station Ops

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
		FUEL FOR STAFF VEHICLES								\$1,000
Operating Expenditures				\$916,413	\$764,101	\$851,500	\$862,066	\$284,579	\$869,300	\$869,300
4033402	5346400	Machinery & Equipment		\$0	\$0	\$0	\$385	\$0	\$0	\$125,000
		CAMERA SYSTEM								\$125,000
Capital Outlay				\$0	\$0	\$0	\$385	\$0	\$0	\$125,000
Transfer Station Ops - Total				\$1,062,979	\$916,553	\$1,001,448	\$1,012,399	\$354,540	\$1,024,748	\$1,149,748



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

Fund: 403 Solid Waste Fund  
Department: 3404 Collections

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
4033404	5343400	Other Contractual Service		\$2,250,795	\$2,293,162	\$2,286,836	\$2,286,836	\$921,056	\$2,286,836	\$2,040,336
		CURBSIDE PICKUP FOR RESIDENTIAL KEY WEST AND NAVY								\$2,040,336
4033404	5344600	Repairs and Maintenance		\$29,618	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenditures				\$2,280,413	\$2,293,162	\$2,286,836	\$2,286,836	\$921,056	\$2,286,836	\$2,040,336
Collections - Total				\$2,280,413	\$2,293,162	\$2,286,836	\$2,286,836	\$921,056	\$2,286,836	\$2,040,336

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

Fund: 403    Solid Waste Fund  
Department: 3405    Hauling & Disposal

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
4033405	5343400	Other Contractual Service		\$3,147,876	\$3,222,160	\$3,150,000	\$3,150,000	\$750,763	\$3,091,153	\$3,091,153
		HAULING & DISPOSAL 40,000 TONS								\$2,855,788
		YARD WASTE HAULING 4,800 TONS								\$235,365
Operating Expenditures				\$3,147,876	\$3,222,160	\$3,150,000	\$3,150,000	\$750,763	\$3,091,153	\$3,091,153
Hauling & Disposal - Total				\$3,147,876	\$3,222,160	\$3,150,000	\$3,150,000	\$750,763	\$3,091,153	\$3,091,153

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

Fund: 403 Solid Waste Fund  
Department: 3406 Recycling 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
4033406	5343400	Other Contractual Service		\$443,470	\$461,628	\$455,000	\$455,000	\$188,578	\$455,000	\$455,000
		RESIDENTIAL CURBSIDE RECYCLING KEY WEST AND NAVY SENIOR CITIZEN PLAZA (YEARLY)								\$450,000 \$5,000
4033406	5344100	Communications/Postage		\$0	\$9	\$0	\$0	\$19	\$0	\$0
4033406	5344600	Repairs and Maintenance		\$0	\$732	\$0	\$0	\$0	\$0	\$0
4033406	5344800	Promotional Expenses		\$29,301	\$44,119	\$30,000	\$30,000	\$5,680	\$30,000	\$30,000
		RECYCLE ADVERTISING								\$30,000
<b>Operating Expenditures</b>				<b>\$472,770</b>	<b>\$506,488</b>	<b>\$485,000</b>	<b>\$485,000</b>	<b>\$194,277</b>	<b>\$485,000</b>	<b>\$485,000</b>
4033406	5346500	Construction In Progress		\$0	\$0	\$300,000	\$300,000	\$10,508	\$0	\$0
		SW34061801 - OIL AND GAS WASTE FACILITIES PROJECT (CARRY FORWARD \$505,689)								\$0
<b>Capital Outlay</b>				<b>\$0</b>	<b>\$0</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$10,508</b>	<b>\$0</b>	<b>\$0</b>
<b>Recycling Operations - Total</b>				<b>\$472,770</b>	<b>\$506,488</b>	<b>\$785,000</b>	<b>\$785,000</b>	<b>\$204,785</b>	<b>\$485,000</b>	<b>\$485,000</b>

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

Fund: 403 Solid Waste Fund  
Department: 3407 Post Closure O&M

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
4033407	5343100	Professional Services		\$0	\$5,456	\$0	\$0	\$0	\$0	\$0
4033407	5343400	Other Contractual Service		\$25,764	\$13,200	\$15,000	\$15,000	\$6,200	\$15,000	\$15,000
		IGUANA CONTROL \$550 PER VISIT								\$11,900
		MONITOR WELLS/STORMWATER PONDS								\$3,100
4033407	5344600	Repairs and Maintenance		\$0	\$96,359	\$15,000	\$64,550	\$49,521	\$75,000	\$75,000
		LANDFILL REPAIRS								\$75,000
Operating Expenditures				\$25,764	\$115,015	\$30,000	\$79,550	\$55,721	\$90,000	\$90,000
Post Closure O & M - Total				\$25,764	\$115,015	\$30,000	\$79,550	\$55,721	\$90,000	\$90,000
Solid Waste Fund Expenditures - Total				\$9,823,582	\$9,917,699	\$19,942,520	\$19,953,471	\$3,448,262	\$9,426,969	\$17,771,435