

City of Key West
Budget Preparation Worksheets
Fiscal Year 2023/2024

Fund: 402 Stormwater Utility
Department: 0000 Revenue

Key	Object	Account Description	Category	FY 2020/2021 Actuals	FY 2021/2022 Actuals	FY 2022/2023 Adopted	FY 2022/2023 6 Mth Amnd	FY 2022/2023 6 Mth Actuals	FY 2023/2024 Dept Req	FY 2023/2024 CM Review
4020000	3313600	Stormwater Grants		\$0	\$0	\$250,000	\$250,000	\$0	\$250,000	\$2,206,667
		MAYFIELD GRANT - HARRIS & 10TH								\$1,086,667
		MAYFIELD GRANT - DENNIS STREET PHASE II								\$1,120,000
4020000	3313602	FEMA Grant		\$548,762	\$608,655	\$0	\$0	\$0	\$18,597,938	\$9,993,583
		HMGP - HARRIS & 10TH								\$3,657,418
		CDBG - MIT - FOGARTY & THIRD PUMP STATION								\$6,336,165
4020000	3343600	Stormwater Grants		\$894,000	\$0	\$0	\$0	\$0	\$0	\$0
InterGovernmental Revenue				\$1,442,762	\$608,655	\$250,000	\$250,000	\$0	\$18,847,938	\$12,200,250
4020000	3436100	Stormwater Charges		\$28,689	\$24,126	\$27,000	\$27,000	\$13,271	\$2,240,000	\$27,000
4020000	3436101	Storm Water on Tax Bill		\$2,353,891	\$2,365,540	\$2,360,409	\$2,360,409	\$2,261,974	\$0	\$2,498,211
4020000	3436300	Penalties		(\$809)	(\$94)	\$0	\$0	(\$5)	\$0	\$0
Charges For Services				\$2,381,771	\$2,389,572	\$2,387,409	\$2,387,409	\$2,275,240	\$2,240,000	\$2,525,211
4020000	3610000	Interest Earnings		\$6,140	\$21,420	\$25,747	\$25,747	\$68,498	\$75,000	\$112,830
4020000	3690000	Other Misc Revenues		\$0	\$0	\$0	\$0	\$337,396	\$0	\$0
Misc Revenue				\$6,140	\$21,420	\$25,747	\$25,747	\$405,894	\$75,000	\$112,830
4020000	3810100	General		\$0	\$0	\$0	\$0	\$0	\$0	\$0
4020000	3811010	Infrastructure		\$0	\$0	\$0	\$0	\$0	\$0	\$0
4020000	3811020	Internal Improvements		\$0	\$0	\$0	\$0	\$0	\$0	\$0
4020000	3814010	Sewer		\$0	\$0	\$0	\$0	\$0	\$0	\$0
4020000	3815020	Insurance Programs		\$2,036	\$0	\$0	\$0	\$0	\$0	\$0
4020000	3899006	Retained Earnings		\$0	\$0	\$1,348,983	\$1,348,983	\$0	\$0	\$2,700,448
Other Sources				\$2,036	\$0	\$1,348,983	\$1,348,983	\$0	\$0	\$2,700,448
Stormwater Fund Revenue - Total				\$3,832,710	\$3,019,646	\$4,012,139	\$4,012,139	\$2,681,134	\$21,162,938	\$17,538,739

City of Key West
Budget Preparation Worksheets
Fiscal Year 2023/2024

Fund: 402 Stormwater Utility
Department: 3801 General Administration

Key	Object	Account Description	Category	FY 2020/2021 Actuals	FY 2021/2022 Actuals	FY 2022/2023 Adopted	FY 2022/2023 6 Mth Amnd	FY 2022/2023 6 Mth Actuals	FY 2023/2024 Dept Req	FY 2023/2024 CM Review
4023801	5381200	Salaries		\$53,778	\$82,968	\$99,505	\$99,505	\$43,093	\$113,511	\$117,441
4023801	5381400	Overtime		\$190	\$1,156	\$0	\$0	\$360	\$1,000	\$1,000
4023801	5381500	Special Pay		\$180	\$105	\$180	\$180	\$36	\$180	\$840
4023801	5382100	FICA		\$3,524	\$5,625	\$7,626	\$7,626	\$3,201	\$8,774	\$9,125
4023801	5382200	Retirement		\$3,283	(\$2,728)	\$7,960	\$7,960	\$3,356	\$9,161	\$9,475
4023801	5382300	Life & Health Insurance		\$11,534	\$40,217	\$19,216	\$19,216	\$7,436	\$20,989	\$20,989
Personnel Services				\$72,489	\$127,342	\$134,487	\$134,487	\$57,482	\$153,615	\$158,870
4023801	5383100	Professional Services		\$94,351	\$173,946	\$114,600	\$130,764	\$8,344	\$108,000	\$108,000
		ANNUAL RATE STUDY								\$25,000
		ASSISTANCE WITH REGULATORY PERMITS 2@\$30,000								\$60,000
		DEVELOP EDUCATIONAL MATERIALS								\$5,000
		FEE TO TAX COLLECTOR FOR BILLING								\$9,000
		TAX ROLL PREPARATION								\$9,000
4023801	5383200	Accounting & Auditing		\$3,750	\$9,489	\$4,035	\$4,035	\$2,018	\$4,200	\$3,167
		SHARE OF ANNUAL CITY AUDIT								\$3,167
4023801	5384000	Travel & Per Diem		\$0	\$0	\$5,000	\$5,000	\$802	\$2,000	\$2,000
4023801	5384100	Communications/Postage		\$85	\$0	\$500	\$500	\$0	\$200	\$200
4023801	5384500	Insurance		\$0	\$0	\$91,384	\$91,384	\$0	\$0	\$109,669
4023801	5384600	Repairs and Maintenance		\$0	\$5,500	\$18,500	\$18,500	\$5,500	\$11,000	\$11,000
4023801	5384700	Printing & Binding		\$0	\$0	\$1,200	\$1,200	\$0	\$50	\$50
4023801	5384800	Promotional Expenses		\$466	\$0	\$2,300	\$2,300	\$0	\$1,000	\$1,000
		EDUCATIONAL MATERIALS								\$1,000
4023801	5384900	Other Current Charges		\$843	\$380	\$0	\$0	\$0	\$0	\$0
4023801	5385100	Office Supplies		\$79	\$23	\$100	\$100	\$0	\$100	\$100
4023801	5385200	Operating Supplies		\$0	\$0	\$0	\$0	\$0	\$850	\$850
		MS4 STENCILS								\$500
		SPRAY PAINT								\$350
4023801	5385400	Books-Subscrip-Membership		\$0	\$0	\$500	\$500	\$70	\$6,350	\$6,350

City of Key West
Budget Preparation Worksheets
Fiscal Year 2023/2024

Fund: 402 Stormwater Utility
 Department: 3801 General Administration

Key	Object	Account Description	Category	FY 2020/2021 Actuals	FY 2021/2022 Actuals	FY 2022/2023 Adopted	FY 2022/2023 6 Mth Amnd	FY 2022/2023 6 Mth Actuals	FY 2023/2024 Dept Req	FY 2023/2024 CM Review
		ESRI MEMBERSHIP								\$6,000
		FLORIDA STORMWATER MEMBERSHIP								\$350
4023801	5385500	Training		\$297	\$1,813	\$5,000	\$5,000	\$743	\$2,750	\$2,750
		BMP TRAINING FOR EMPLOYEES								\$1,750
		MISCELLANEOUS TRAINING								\$1,000
Operating Expenditures				\$99,870	\$191,152	\$243,119	\$259,283	\$17,477	\$136,500	\$245,136
4023801	5387200	Debt Service-Interest		\$74,696	\$66,160	\$0	\$0	\$0	\$0	\$0
Debt Service				\$74,696	\$66,160	\$0	\$0	\$0	\$0	\$0
4023801	5389100	Transfers		\$204,503	\$552,229	\$590,691	\$590,691	\$125,082	\$241,162	\$581,688
		GENERAL FUND LOAN REPAYMENT FY24								\$182,214
		SEWER FUND LOAN REPAYMENT FY24								\$158,312
		TRANSFER TO GENERAL FUND FOR INDIRECT COST AND FRANCHISE/RIGHT OF WAY FY24								\$241,162
Transfers				\$204,503	\$552,229	\$590,691	\$590,691	\$125,082	\$241,162	\$581,688
4023801	5389803	Operating		\$0	\$0	\$404,628	\$355,628	\$0	\$0	\$423,885
4023801	5389804	Salary Contingency		\$0	\$0	\$2,302	\$2,302	\$0	\$0	\$4,711
		RESERVE FOR MERIT INCREASES								\$2,716
		RESERVE FOR POSITION RECLASS								\$1,995
4023801	5389900	Other Uses		\$0	\$0	\$846,861	\$662,061	\$0	\$0	\$2,629,986
Reserves				\$0	\$0	\$1,253,791	\$1,019,991	\$0	\$0	\$3,058,582
General Administration - Total				\$451,558	\$936,883	\$2,222,088	\$2,004,452	\$200,041	\$531,277	\$4,044,276

City of Key West
Budget Preparation Worksheets
Fiscal Year 2023/2024

Fund: 402 Stormwater Utility
 Department: 3802 Construction

Key	Object	Account Description	Category	FY 2020/2021 Actuals	FY 2021/2022 Actuals	FY 2022/2023 Adopted	FY 2022/2023 6 Mth Amnd	FY 2022/2023 6 Mth Actuals	FY 2023/2024 Dept Req	FY 2023/2024 CM Review
4023802	5383100	Professional Services		\$36,086	\$23,456	\$0	\$49,000	\$38,742	\$0	\$0
4023802	5384600	Repairs and Maintenance		\$65,589	\$41,421	\$50,000	\$50,000	\$0	\$50,000	\$50,000
		EMERGENCY REPAIR								\$50,000
Operating Expenditures				\$101,676	\$64,877	\$50,000	\$99,000	\$38,742	\$50,000	\$50,000
4023802	5386500	Construction in Progress		\$0	\$0	\$654,134	\$708,484	\$155,717	\$0	\$12,275,250
		ST38021901 - TIDE VALVES & OUTFALL IMPROVEMENTS (CARRY FORWARD \$3,154,426)								\$0
		ST38022102 - HARRIS AND 10TH OUTFALL (CARRY FORWARD \$1,444,162)								\$4,744,085
		ST38022201 - FOGARTY AND 3RD STREET PUMP STATION (CARRY FORWARD \$1,206,900)								\$6,336,165
		ST38022301 - SOUTH STREET DRAINAGE UPGRADES (CARRY FORWARD \$300,000)								\$0
		NEW CIP - ANGELA/SIMONTON DRAINAGE MODIFICATION								\$75,000
		NEW CIP - DENNIS STREET PHASE 2								\$1,120,000
Capital Outlay				\$0	\$0	\$654,134	\$708,484	\$155,717	\$0	\$12,275,250
Construction - Total				\$101,676	\$64,877	\$704,134	\$807,484	\$194,459	\$50,000	\$12,325,250

City of Key West
Budget Preparation Worksheets
Fiscal Year 2023/2024

Fund: 402 Stormwater Utility
 Department: 3803 Renewal & Replacement

Key	Object	Account Description	Category	FY 2020/2021 Actuals	FY 2021/2022 Actuals	FY 2022/2023 Adopted	FY 2022/2023 6 Mth Amnd	FY 2022/2023 6 Mth Actuals	FY 2023/2024 Dept Req	FY 2023/2024 CM Review
4023803	5383100	Professional Services		\$12,899	\$0	\$15,000	\$15,000	\$0	\$15,000	\$15,000
4023803	5384600	Repairs and Maintenance		\$189,870	\$0	\$150,000	\$150,000	\$0	\$150,000	\$150,000
Operating Expenditures				\$202,768	\$0	\$165,000	\$165,000	\$0	\$165,000	\$165,000
4023803	5386500	Construction in Progress		\$0	\$0	\$75,000	\$205,450	\$0	\$1,285,000	\$100,000
		ST38031902 - GOVERNMENT ROAD CULVERT 1 (CARRY FORWARD \$146,780)								\$0
		ST38032201 - CANAL SYSTEM CLEARING (CARRY FORWARD \$115,097)								\$100,000
Capital Outlay				\$0	\$0	\$75,000	\$205,450	\$0	\$1,285,000	\$100,000
Renewal & Replacement - Total				\$202,768	\$0	\$240,000	\$370,450	\$0	\$1,450,000	\$265,000

City of Key West
Budget Preparation Worksheets
Fiscal Year 2023/2024

Fund: 402 Stormwater Utility
 Department: 3804 System Operations

Key	Object	Account Description	Category	FY 2020/2021 Actuals	FY 2021/2022 Actuals	FY 2022/2023 Adopted	FY 2022/2023 6 Mth Amnd	FY 2022/2023 6 Mth Actuals	FY 2023/2024 Dept Req	FY 2023/2024 CM Review
4023804	5383400	Other Contractual Service		\$705,228	\$843,634	\$765,917	\$765,917	\$382,959	\$804,212	\$804,213
		OMI CONTRACT								\$804,212
4023804	5384302	Electricity		\$54,268	\$54,066	\$80,000	\$80,000	\$51,248	\$100,000	\$100,000
4023804	5384600	Repairs and Maintenance		(\$6,790)	\$1,008	\$0	\$0	\$0	\$0	\$0
Operating Expenditures				\$752,705	\$898,708	\$845,917	\$845,917	\$434,207	\$904,212	\$904,213
System Operations - Total				\$752,705	\$898,708	\$845,917	\$845,917	\$434,207	\$904,212	\$904,213
Stormwater Utility Fund Expenditures - Total				\$1,508,708	\$1,900,468	\$4,012,139	\$4,028,303	\$828,707	\$2,694,327	\$17,538,738

City of Key West
 FY 23/24 BUDGET
 Personnel Allocation

402 3801 STORMWATER UTILITY FUND

TOTAL:

AUTHORIZED BUDGET	
FY22/23	FY23/24
1.20	1.20

POSITION TITLE	AUTHORIZED BUDGET		POSITION TITLE	AUTHORIZED BUDGET	
	FY22/23	FY23/24		FY22/23	FY23/24
FULL TIME:			PART TIME:		
Administrative Assistant II	0.20	0.20			
Senior Project Manager	0.20	0.20			
Contract & Permit Engineer	0.20	0.20			
Director - Utilities	0.20	0.20			
Principal Engineer	-	0.20			
Project Manager	0.20	-			
Utilities Administrator/GIS	0.20	0.20			
TOTAL FULL TIME:	1.20	1.20	TOTAL PART TIME:	-	-

**SALARY BUDGET
FY 23/24 POSITION CONTROL**

SS Cap (does not incl Med)
160,200 FY2023

7.65%

\$17,491 PY \$16,014

COST CENTER/ POSITION TITLE	GRD/ STEP	FY 22/23 Apprvd FTEs	FY 23/24 Proposed FTEs	Health Insurance FTEs	PART TIME	CTRCT COUNT	TEMP COUNT	Notes	Change in FTEs	Annual Salary	12	12	14	15	21	22	23	TOTAL		
											FY 23/24 Salary	Longevity	Over time	Special Pay	FICA Medicare	Retire Contrib	Health Life Ins			
402 STORMWATER UTILITY FUND																				
GENERAL ADMINISTRATION 3801																				
ADMINISTRATIVE ASSISTANT II	G 109	0.20	0.20	0.20						10,159	10,667						853			
SENIOR PROJECT MANAGER	N 130	0.20	0.20	0.20						17,264	18,127						1,450			
CONTRACT & PERMIT ENGINEER	N 133	0.20	0.20	0.20						20,251	21,264						1,701			
DIRECTOR-UTILITIES	U 140	0.20	0.20	0.20						25,704	26,989			840			2,159			
PRINCIPAL ENGINEER	N 135	0.20	0.20	0.20						22,000	23,100						1,848			
UTILITY ADMINISTRATOR/GIS	N 122	0.20	0.20	0.20						16,470	17,294						1,384			
		1.20	1.20	1.20	0.00	0.00	0.00	0.00	0.00	111,848	117,441	0	1,000	840	9,125	9,475	20,989	158,870		
											Base	Taxes	Pension							
											2% Merit Inc	2,349	180	188	2,716 Merit Contingency					

2023/24 Budget
 402 Account-CIP

Projects (In FY 22/23 Budget)	Project Number	PTD Budget	PTD To Date	Balance	Grant Funds			Remaining ¹	Notes
					HMGP	CBDG	Other		
Dennis Street	ST38021601	3,201,376.00	3,355,255.19	-153,879.19	806,586.45		92,454.96	-899,041.41	
Tide Valves	ST38021901	3,603,532.00	449,106.25	3,154,425.75	504,372.91	3,099,159.00	0.00	-223,319.38	
Patricia and Ashby	ST38022101	152,489.00	23,456.00	129,033.00				0.00	Closed
Harris/10th	ST38022102	1,878,733.00	434,570.59	1,444,162.41	502,462.50	1,376,270.00		-245,665.14	
Fogarty and 3rd	ST38022201	1,206,900.00	0.00	1,206,900.00	0.00			1,206,900.00	
South Street	ST38022301	300,000.00	0.00	300,000.00				300,000.00	
United Street	ST38022302	100,000.00	0.00	100,000.00				100,000.00	Transfer to 102
Government Road Culvert	ST38031902	160,000.00	13,220.00	146,780.00				146,780.00	
Canal System Clearing	ST38032201	210,540.00	95,442.99	115,097.01				115,097.01	
Totals		10,813,570.00	4,371,051.02	6,442,518.98	1,813,421.86	4,475,429.00	92,454.96	500,751.08	

Notes:

1. Equals Total Funds minus FY Projected, Grant Funds
2. For staff information purposes
3. Yellow highlight indicates PO coming
4. See notes to the right

\$ 3,854,775 Claim on Cash - 7/14/23

\$ 3,354,024 Cash - After CIP

\$ 6,567 Remaining Revenue FY23

New Projects FY 23/24

	Cost Estimate
Dennis Street Pump Retrofit	\$350,000.00
Dennis Street Piping	\$650,000.00
Angela Street Modifications	\$75,000.00

\$ (119,444)	Remaining Expenditures - 3801 (GA)
\$ (25,000)	Remaining Expenditures - 3802 (R&R)
\$ (370,756)	Remaining Expenditures - 3803 (TPO)
\$ (144,942)	Remaining Expenditures - 3804 (TPO)

Total Ask \$1,075,000.00

\$ 2,700,448 FY 23-24 Carry Forward