City of Key West Annual Budget Fiscal Year 2023/2024

Fund: 001 General Fund
Department: 1301 Finance

Departme	ent. 1301	rinance											
Key	Object	Account	Description	FY 2020/2021	FY 2021/2022	FY 2022/2023	FY 2022/2023	FY 2022/2023	FY 2023/2024	FY 2023/2024	FY 2023/2024		
-	•		·	Category	Actuals	Actuals	Adopted	6 Mth Amnd	6 Mth Actuals	Dept Req	CM Review	CC Adopted	
0011301	5131200	Regular Salaries & W	/anes		\$657,318	\$848,495	\$878,411	\$878,411	\$361,795	\$993,033	\$931,509	\$940,925	
0011301	5131400	•	-g		\$31	\$3,731	\$1,000	\$1,000	\$40	\$1,000	\$1,000	\$1,000	
0011301	5131500	Special Pay			\$960	\$1,230	\$1,500	\$1,500	\$750	\$1,500	\$4,800	\$4,800	
0011301		FICA Taxes			\$46,965		\$67,390	\$67,390	\$26,108	\$76,158	\$71,704	\$72,424	
0011301		Retirement Contribution			\$41,035		\$60,908	\$60,908	\$22,400	\$79,523	\$74,601	\$75,354	
0011301	5132300	Life & Health Insurand	ce		\$144,029	\$160,840	\$192,163	\$192,163	\$73,046	\$227,377	\$209,887	\$209,887	
				Personnel Services	\$890,337	\$1,123,033	\$1,201,372	\$1,201,372	\$484,139	\$1,378,591	\$1,293,501	\$1,304,390	
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0011301 0011301					\$29,650 \$5,739	\$180 \$5,997	\$0 \$6,000	\$0 \$6,000	\$0 \$2,490	\$5,000 \$6,000	\$5,000 \$6,000	\$0 \$6,000	
0011301	3133400	Other Contractual Sei	TVICE		φ5,739	φ5,997	φ0,000	φ0,000	\$2,490	φ0,000	φ0,000	φ0,000	
			ARMORED CAR PICKUP									\$6,000	
0011301	5134000 Travel & Per Diem				\$0	\$411	\$5,250	\$5,250	\$423	\$5,750	\$5,750	\$6,250	
			FGFOA ANNUAL CONFER FGFOA LEADERSHIP ACA FGFOA SCHOOL OF GOVI GFOA ANNUAL CONFERE INVESTMENT SEMINAR TI SUNPASS	DEMY TRAVEL ERNMENTAL ACCOUNTING NCE TRAVEL	G TRAVEL							\$1,500 \$1,000 \$1,500 \$1,500 \$500 \$250	
0011301	5134100	Communications/Pos	tage		\$37	\$15	\$200	\$200	\$0	\$100	\$100	\$100	
0011301		Rentals & Leases			\$2,207	\$0	\$4,440	\$4,440	\$0	\$4,440	\$4,440	\$4,440	
			COPIER/PRINTER/SCANN	ER MACHINE LEASE								\$4,440	
0011301	5134600	Repairs and Maintena	ance		\$2,464	\$2,464	\$2,500	\$2,500	\$2,228	\$2,700	\$2,700	\$2,700	
			COIN SORTER MAINTENA FORMAX FOLDER/SEALER	NCE AGREEMENT R MAINTENANCE AGREEM	ENT							\$1,800 \$900	
0011301	5134700	Printing & Binding			\$485	\$181	\$800	\$800	\$14	\$0	\$0	\$100	
			BUSINESS CARDS									\$100	
0011301	5134900	Other Current Charge	es		(\$967)	(\$170)	\$500	\$500	\$1,024	\$1,000	\$1,000	\$1,000	
			TRIM ADVERTISEMENTS -	BUDGET								\$1,000	
0011301	5135100	Office Supplies			\$6,500	\$7,476	\$6,000	\$6,000	\$3,059	\$7,000	\$7,000	\$7,000	
			CHECK STOCK, FIXED AS	SET TAGS, CHECK PRINTIN	NG SUPPLIES, MICE	UPPLIES, MICR AND NON MICR INK, GENERAL OFFICE SUPPLIES							

City of Key West Annual Budget

Fiscal Year 2023/2024

Fund: 001 General Fund
Department: 1301 Finance

Key	Object	Account l	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 CM Review	FY 2023/2024 CC Adopted
0011301 5135200 Operating Supplies					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500
			STAFF SHIRTS									\$500
0011301	0011301 5135400 Books-Subscrp-Membership				\$1,421	\$1,264	\$16,525	\$16,525	\$15,000	\$17,805	\$17,805	\$31,305
			ACFR AWARD SUBMISSIC AGA MEMBERSHIP 2 @ \$* CGFM STUDY GUIDES 1 - DEBTBOOK SUBSCRIPTIC eCIVIS - GRANT SOFTWAI FGFOA MEMBERSHIP - 4 GFOA MEMBERSHIP - 1 @ ROTARY MEMBERSHIP	000 3 NN RE @ \$50								\$530 \$200 \$350 \$15,000 \$13,500 \$200 \$225 \$1,300
0011301	5135500	Training			\$320	\$0	\$2,100	\$2,100	\$35	\$4,505	\$4,505	\$4,505
			CGFM EXAMS 3 @ 135 FGFOA ANNUAL CONFER FGFOA LEADERSHIP ACA FGFOA SCHOOL OF GOVI GFOA ANNUAL CONFERE INVESTMENT SEMINAR R MISC WEBINAR REGISTR	DEMY ERNMENTAL ACCOUNTING NCE REGISTRATION EGISTRATION	G REGISTRATION							\$405 \$750 \$1,000 \$750 \$500 \$100
			Op	perating Expenditures	\$47,857	\$17,816	\$44,315	\$44,315	\$24,273	\$54,300	\$54,300	\$63,900
			Finance - Total		\$938,194	\$1,140,850	\$1,245,687	\$1,245,687	\$508,412	\$1,432,891	\$1,347,801	\$1,368,290

City of Key West FY 23/24 BUDGET Personnel Allocation

AUTHORIZED										
BUDGET										
FY22/23	FY23/24									
12.00	12 00									

1301 FINANCE TOTAL:

	AUTHO	RIZED		AUTHORIZED BUDGET		
POSITION TITLE	BUD		POSITION TITLE			
	FY22/23	FY23/24		FY22/23	FY23/24	
FULL TIME:			PART TIME:			
Accounting Coordinator	2.00	2.00				
Assistant Finance Director	1.00	1.00				
Budget Specialist	1.00	1.00				
Central Purchasing Agent	1.00	1.00				
Chief Accountant	1.00	1.00				
Coordinator III	2.00	2.00				
Department Auditor-Contract Administrator	1.00	1.00				
Finance Director	1.00	1.00				
Finance/Payroll Specialist	1.00	1.00				
Revenue Collection Supervisor	1.00	-				
Senior Grants Administrator	-	1.00				
	_					
TOTAL FULL TIME:	12.00	12.00	TOTAL PART TIME:	-	-	

SALARY BUDGET FY 23/24 POSITION CONTROL

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 1301 FINANCE		RD/ EP		FY 23/24 Proposed <u>FTEs</u>	Health Insurance <u>FTEs</u>				Change in FTEs	Annual Salary	12 FY 23/24 Salary	12 Longevity	14 Over time	15 Special Pay	21 FICA Medicare	22 Retire Contrib	23 Health Life Ins	TOTAL
ACCOUNTING COORDINATOR ACCOUNTING COORDINATOR ASSISTANT FINANCE DIRECTOR BUDGET SPECIALIST CENTRAL PURCHASING AGENT CHIEF ACCOUNTANT COORDINATOR III COORDINATOR III DEPART AUDITOR-CONTRACT ADMIN DIRECTOR OF FINANCE FINANCIAL/PAYROLL SPECIALIST REVENUE COLLECTION SUPERVISOR SENIOR GRANTS ADMINISTRATOR	N N	117 136 126 122 130 116 116 122 140 126 120	1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00	1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00	1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00					64,860 53,622 94,025 69,964 63,405 91,344 56,843 55,928 63,089 127,500 76,784 58,594	68,103 56,303 98,726 73,462 66,575 95,911 59,685 58,724 66,243 133,875 80,623			4200		5,448 4,504 7,898 5,877 5,326 7,673 4,775 4,698 5,299 10,710 6,450 0 6,616		
			12.00	12.00	12.00	0.00	-	-	0.00	875,957	940,925	0	1,000	4,800	72,424	75,354	209,887	1,304,391

Base

18,819

2% Merit Inc

Taxes

1440

Pension

1505

21,764 Merit Contingency