

**City of Key West**  
**Budget Preparation Worksheets**  
**Fiscal Year 2024/2025**

Fund: 108 Adaptation and Sustainability  
 Department: 0000 Revenue

Key	Object	Account Description	Category	FY 2021/2022 Actuals	FY 2022/2023 Actuals	FY 2023/2024 Adopted	FY 2023/2024 6 Mth Amnd	FY 2023/2024 6 Mth Actuals	FY 2024/2025 Dept Req	FY 2024/2025 CM Review
1080000	3313602	FEMA Grant		\$5,057	\$37,347	\$0	\$0	\$0	\$0	\$0
1080000	3319000	Other Federal Grants		\$0	\$0	\$0	\$184,819	\$0	\$1,050,000	\$50,000
		FL HISTORY SMALL GRANT								\$50,000
<b>InterGovernmental Revenue</b>				<b>\$5,057</b>	<b>\$37,347</b>	<b>\$0</b>	<b>\$184,819</b>	<b>\$0</b>	<b>\$1,050,000</b>	<b>\$50,000</b>
1080000	3437001	Resiliency Charge		\$0	\$0	\$0	\$0	\$0	\$0	\$1,000,000
<b>Charges For Services</b>				<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000,000</b>
1080000	3610000	Interest Earnings		\$2,110	\$27,917	\$5,000	\$5,000	\$0	\$0	\$0
<b>Misc Revenue</b>				<b>\$2,110</b>	<b>\$27,917</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
1080000	3810100	General		\$445,530	\$627,017	\$492,455	\$492,455	\$246,228	\$0	\$227,125
		TRANSFER FROM GENERAL FUND FOR WATER QUALITY TESTING PROGRAM								\$127,125
		TRANSFER FROM GENERAL FUND FOR CORAL REEF RESTORATION PROGRAM								\$100,000
1080000	3811010	Infrastructure		\$0	\$391,525	\$0	\$0	\$0	\$0	\$0
1080000	3814010	Sewer		\$58,146	\$0	\$0	\$0	\$0	\$0	\$0
1080000	3814030	Solid Waste		\$25,261	\$0	\$0	\$0	\$0	\$0	\$0
1080000	3899001	Fund Balance		\$0	\$0	\$273,246	\$436,599	\$0	\$0	\$507,401
<b>Other Sources</b>				<b>\$528,937</b>	<b>\$1,018,542</b>	<b>\$765,701</b>	<b>\$929,054</b>	<b>\$246,228</b>	<b>\$0</b>	<b>\$734,526</b>
<b>Adaptation and Sustainability Fund Revenue - Total</b>				<b>\$536,104</b>	<b>\$1,083,806</b>	<b>\$770,701</b>	<b>\$1,118,873</b>	<b>\$246,228</b>	<b>\$1,050,000</b>	<b>\$1,784,526</b>



**SALARY BUDGET  
FY 24/25 POSITION CONTROL**

SS Cap (does not incl Med)  
174,900 FY25

7.65%

\$17,713 PY \$17,491

COST CENTER/ POSITION TITLE	GRD/ STEP	FY 23/24 Apprvd FTEs	FY 24/25 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 24/25 Salary	Longevity	Over time	Special Pay	FICA Medicare	Retire Contrib	Health Life Ins		
<b>108 ADAPTATION AND SUSTAINABILITY</b>																			
ADAPTATION/ENERGY COORDINATOR	N 120	1.00	1.00	1.00						66,445	69,767						5,581		
RESILIENCY COORDINATOR	N 127	1.00	1.00	1.00						89,811	94,302						7,544		
											<b>156,256</b>	<b>164,069</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12,551</b>	<b>13,126</b>	<b>35,426</b>	<b>225,172</b>
											2% Merit Inc	Base 3,281	Taxes 251	Pension 263	3,795	Merit Contingency			

**City of Key West**  
**Budget Preparation Worksheets**  
**Fiscal Year 2024/2025**

Fund: 108 Adaptation and Sustainability  
 Department: 3702 Water Quality and Conservation

Key	Object	Account Description	Category	FY 2021/2022 Actuals	FY 2022/2023 Actuals	FY 2023/2024 Adopted	FY 2023/2024 6 Mth Amnd	FY 2023/2024 6 Mth Actuals	FY 2024/2025 Dept Req	FY 2024/2025 CM Review
1083702	5373100	Professional Services		\$0	\$260,000	\$160,000	\$160,000	\$19,423	\$302,125	\$302,125
		COLLEGE OF THE FL KEYS - WATER QUALITY TESTING PROGRAM								\$127,125
		CORAL REEF RESTORATION & MAINTENANCE PROGRAM								\$100,000
		WATER QUALITY IMPROVEMENT PLAN IMPLEMENTATION (KWF 4-3.6)								\$75,000
1083702	5374800	Promotional Expenses		\$0	\$0	\$1,500	\$1,500	\$0	\$2,500	\$2,500
		WATER QUALITY EDUCATIONAL MATERIALS								\$2,500
1083702	5375200	Operating Supplies		\$0	\$0	\$1,200	\$1,200	\$0	\$25,000	\$25,000
		KEY WEST WATER QUALITY IMPROVMENT PLAN IMPLEMENTATION (KWF 4-3.6)								\$25,000
		MONOFILAMENT STATIONS (12 @ \$100)								\$1,200
<b>Operating Expenditures</b>				<b>\$0</b>	<b>\$260,000</b>	<b>\$162,700</b>	<b>\$162,700</b>	<b>\$19,423</b>	<b>\$329,625</b>	<b>\$329,625</b>
<b>Water Quality and Conservation - Total</b>				<b>\$0</b>	<b>\$260,000</b>	<b>\$162,700</b>	<b>\$162,700</b>	<b>\$19,423</b>	<b>\$329,625</b>	<b>\$329,625</b>



**City of Key West**  
**Budget Preparation Worksheets**  
**Fiscal Year 2024/2025**

Fund: 108 Adaptation and Sustainability  
 Department: 3801 General Administration

Key	Object	Account Description	Category	FY 2021/2022 Actuals	FY 2022/2023 Actuals	FY 2023/2024 Adopted	FY 2023/2024 6 Mth Amnd	FY 2023/2024 6 Mth Actuals	FY 2024/2025 Dept Req	FY 2024/2025 CM Review
1083801	5381200	Salaries		\$123,123	\$84,088	\$149,574	\$149,574	\$71,305	\$164,069	\$164,069
1083801	5389804	Salary Contingency		\$0	\$0	\$3,460	\$3,460	\$0	\$9,124	\$9,124
		RESERVE FOR MERIT INCREASES								\$3,795
		RESERVE FOR POSITION RECLASSIFICATION								\$5,329
<b>Reserves</b>				<b>\$0</b>	<b>\$0</b>	<b>\$3,460</b>	<b>\$3,460</b>	<b>\$0</b>	<b>\$9,124</b>	<b>\$263,424</b>
<b>General Administration - Total</b>				<b>\$168,547</b>	<b>\$189,428</b>	<b>\$312,073</b>	<b>\$312,073</b>	<b>\$139,416</b>	<b>\$294,161</b>	<b>\$563,461</b>

**City of Key West**  
**Budget Preparation Worksheets**  
**Fiscal Year 2024/2025**

Fund: 108 Adaptation and Sustainability  
 Department: 3806 Adaptation

Key	Object	Account Description	Category	FY 2021/2022 Actuals	FY 2022/2023 Actuals	FY 2023/2024 Adopted	FY 2023/2024 6 Mth Amnd	FY 2023/2024 6 Mth Actuals	FY 2024/2025 Dept Req	FY 2024/2025 CM Review
1083806	5383100	Professional Services		\$36,177	\$85,416	\$100,000	\$448,172	\$92,450	\$375,000	\$375,000
		AS38062203 - ADAPTATION/RESILIENCY PLAN (CARRY FORWARD \$965,520)								\$0
		CITY BUILDING ADAPTATION/ESCO SURVEYS								\$375,000
1083806	5384000	Travel & Per Diem		\$2,049	\$0	\$0	\$0	\$110	\$15,000	\$0
1083806	5384600	Repairs and Maintenance		\$6,743	\$101,591	\$25,000	\$25,000	\$29,814	\$345,078	\$0
		AS38062201 - PUBLIC SERVICE BUILDINGS WIND RETROFIT (CARRYOVER \$272,228)								\$0
		AS38062202 - FIRE STATION ONE WIND RETROFIT (CARRY OVER \$154,631)								\$0
1083806	5384800	Promotional Expenses		\$1,535	\$0	\$0	\$0	\$0	\$5,000	\$5,000
		CLIMATE SUMMIT SPONSORSHIP (EVERY 4TH YEAR)								\$5,000
1083806	5385400	Books-Subscrip-Membership		\$0	\$275	\$550	\$550	\$0	\$580	\$580
		AMERICAN SOCIETY OF ADAPTATION PROFESSIONALS								\$180
		SE & CARIBBEAN DISASTER RESILIENCE MEMBERSHIPS								\$100
		SOUTHEAST SUSTAINABILITY DIRECTOR'S NETWORK								\$300
1083806	5385500	Training		\$2,780	\$540	\$0	\$0	\$0	\$8,000	\$0
<b>Operating Expenditures</b>				<b>\$49,284</b>	<b>\$187,821</b>	<b>\$125,550</b>	<b>\$473,722</b>	<b>\$122,374</b>	<b>\$748,658</b>	<b>\$380,580</b>
1083806	5386400	Machinery & Equipment		\$0	\$0	\$0	\$0	\$0	\$1,800	\$1,800
		LAPTOP FOR ADAPTATION & ENERGY COORDINATOR								\$1,800
<b>Capital Outlay</b>				<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,800</b>	<b>\$1,800</b>
<b>Adaptation - Total</b>				<b>\$49,284</b>	<b>\$187,821</b>	<b>\$125,550</b>	<b>\$473,722</b>	<b>\$122,374</b>	<b>\$750,458</b>	<b>\$382,380</b>

**City of Key West**  
**Budget Preparation Worksheets**  
**Fiscal Year 2024/2025**

Fund: 108 Adaptation and Sustainability  
 Department: 3807 Energy

Key	Object	Account Description	Category	FY 2021/2022 Actuals	FY 2022/2023 Actuals	FY 2023/2024 Adopted	FY 2023/2024 6 Mth Amnd	FY 2023/2024 6 Mth Actuals	FY 2024/2025 Dept Req	FY 2024/2025 CM Review
1083807	5384000	Travel & Per Diem		\$0	\$0	\$2,500	\$2,500	\$0	\$2,500	\$2,500
		ENERGY MANAGER TRAINING - FSEC COMMERCIAL AUDITOR								\$2,500
1083807	5384302	Electricity		\$0	\$0	\$41,433	\$41,433	\$0	\$10,750	\$0
1083807	5384600	Repairs and Maintenance		\$15,834	\$68,242	\$125,000	\$125,000	\$0	\$500,000	\$500,000
		ENERGY UPGRADES - CITY BLDGS (CARRYOVER)								\$500,000
1083807	5385500	Training		\$0	\$0	\$1,445	\$1,445	\$0	\$1,445	\$1,445
		FLORIDA COMMERCIAL ENERGY AUDITOR CERTIFICATION								\$1,445
<b>Operating Expenditures</b>				<b>\$15,834</b>	<b>\$68,242</b>	<b>\$170,378</b>	<b>\$170,378</b>	<b>\$0</b>	<b>\$514,695</b>	<b>\$503,945</b>
1083807	5386400	Machinery & Equipment		\$0	\$10,557	\$0	\$0	\$0	\$0	\$0
<b>Capital Outlay</b>				<b>\$0</b>	<b>\$10,557</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Energy - Total</b>				<b>\$15,834</b>	<b>\$78,799</b>	<b>\$170,378</b>	<b>\$170,378</b>	<b>\$0</b>	<b>\$514,695</b>	<b>\$503,945</b>



**City of Key West**  
**Budget Preparation Worksheets**  
**Fiscal Year 2024/2025**

Fund: 108 Adaptation and Sustainability  
 Department: 3808 Sustainability

Key	Object	Account Description	Category	FY 2021/2022 Actuals	FY 2022/2023 Actuals	FY 2023/2024 Adopted	FY 2023/2024 6 Mth Amnd	FY 2023/2024 6 Mth Actuals	FY 2024/2025 Dept Req	FY 2024/2025 CM Review
1083808	5383100	Professional Services		\$3,500	\$0	\$0	\$0	\$0	\$5,000	\$5,000
		TREE CANOPY ASSESSMENT SURVEY (EVERY 5 YEARS)								\$5,000
1083808	5384000	Travel & Per Diem		\$2,686	\$0	\$0	\$0	\$0	\$0	\$0
1083808	5385400	Books-Subscrip-Membership		\$1,950	\$0	\$0	\$0	\$0	\$115	\$115
		BOOK: CHEMICALS OF EMERGING CONCERN								\$115
1083808	5385500	Training		\$2,699	\$0	\$0	\$0	\$0	\$0	\$0
<b>Operating Expenditures</b>				<b>\$10,835</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,115</b>	<b>\$5,115</b>
<b>Sustainability - Total</b>				<b>\$10,835</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,115</b>	<b>\$5,115</b>
<b>Adaptation and Sustainability Fund Expenditures - Total</b>				<b>\$244,499</b>	<b>\$716,048</b>	<b>\$770,701</b>	<b>\$1,118,873</b>	<b>\$281,214</b>	<b>\$1,909,054</b>	<b>\$1,784,526</b>

FY 2024-2025 Carry Forward  
Fund 108 Adaptation & Sustainability  
Updated July 5, 2024

FUND	PROJECT	DESCRIPTION	PTD BUDGET	Exp. To Date PTD TOTAL	ENCUMBRANCES	Grant Revenue	Committed Project Amt
108	AS38062201	Public Service Wind Retrofit	\$ 844,674	\$ 115,397	\$ 33,291	\$ 457,049	\$ 272,228
108	AS38062202	FS1 Wind Retrofit	\$ 243,793	\$ 22,750	\$ 9,500	\$ 66,412	\$ 154,631
108	AS38062203	Adaptation/Resiliency Plan	\$ 1,405,000	\$ 439,480	\$ -	\$ 1,405,000	\$ -
							\$ 426,859
							\$ 781,251 Available Fund Balance
							<u>\$ 354,392</u> Available Fund Balance After CIP
							\$ 5,000 Interest Income for Balance of FY24
							\$ 184,819 Grant Revenue Watershed Maintenance Plan
							\$ 439,480 Grant Revenue for Adaptation Plan
							\$ 82,076 Remainder Transfers in FY24
							\$ (13,367) Remainder Transfers Out FY24
							\$ (48,396) Outstanding Salaries FY24
							\$ (4,000) Outstanding Encumbrances - Admin FY24
							\$ (246,425) Watershed Management Plan
							\$ (105,600) Mobile Lidar
							\$ - Outstanding Encumbrances - Adaptation FY24
							\$ (140,577) Outstanding Encumbrances - Water Quality FY24
							\$ - Outstanding Encumbrances - Energy FY24
							<b>\$ 507,401</b> FY 24-25 Carry Forward