

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

Fund: 403 Solid Waste Fund

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
4030000	3349000	Other State Grants		\$15,000	\$0	\$0	\$0	\$0	\$0	\$0
InterGovernmental Revenue				\$15,000	\$0	\$0	\$0	\$0	\$0	\$0
4030000	3434100	Solid Waste-Navy		\$184,689	\$199,589	\$224,832	\$224,832	\$18,456	\$230,000	\$0
4030000	3434200	Solid Waste-Residential		\$310,404	\$280,371	\$242,774	\$242,774	\$265,115	\$400,000	\$250,059
4030000	3434201	SW on Tax Bill		\$3,963,691	\$4,041,189	\$4,221,482	\$4,221,482	\$3,906,350	\$4,421,591	\$4,337,370
4030000	3434300	Solid Waste-Penalties		(\$4,846)	(\$907)	\$0	\$0	(\$61)	\$0	\$0
4030000	3434400	Solid Waste-Recycling		\$0	\$0	\$0	\$0	\$0	\$0	\$0
4030000	3434500	Solid Waste-Dumping		\$203,831	\$328,250	\$325,843	\$325,843	\$229,596	\$130,000	\$402,223
4030000	3434600	Solid Waste-Commercial		\$4,672,665	\$5,235,415	\$5,380,766	\$5,380,766	\$2,013,241	\$4,700,000	\$6,331,001
Charges For Services				\$9,330,435	\$10,083,908	\$10,395,697	\$10,395,697	\$6,432,697	\$9,881,591	\$11,320,653
4030000	3610000	Interest Earnings		\$13,522	\$66,379	\$125,835	\$125,835	\$186,424	\$300,000	\$179,301
4030000	3690000	Other Misc Revenues		\$214	\$483	\$0	\$0	\$0	\$0	\$0
Misc Revenue				\$13,737	\$66,863	\$125,835	\$125,835	\$186,424	\$300,000	\$179,301
4030000	3815020	Insurance Programs		\$96,316	\$0	\$0	\$0	\$0	\$0	\$0
4030000	3899006	Retained Earnings		\$0	\$0	\$8,533,775	\$8,533,775	\$0	\$0	\$8,928,103
4030000	3899106	Sinking		\$0	\$0	\$0	\$29,633	\$0	\$0	\$0
Other Sources				\$96,316	\$0	\$8,533,775	\$8,563,408	\$0	\$0	\$8,928,103
Solid Waste Fund Revenue - Total				\$9,455,488	\$10,150,770	\$19,055,307	\$19,084,940	\$6,619,121	\$10,181,591	\$20,428,057

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

Fund: 403 Solid Waste Fund

Department: 3401 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
4033401	5341200	Salaries		\$168,113	\$213,811	\$313,233	\$313,233	\$113,086	\$354,695	\$362,554
4033401	5341400	Overtime		\$381	\$2,598	\$0	\$0	\$2,532	\$3,000	\$3,000
4033401	5341500	Special Pay		\$720	\$480	\$1,080	\$1,080	\$252	\$1,080	\$1,080
4033401	5342100	FICA		\$11,684	\$14,439	\$24,045	\$24,045	\$8,587	\$27,446	\$28,149
4033401	5342200	Retirement		\$11,338	(\$30,074)	\$25,059	\$25,059	\$9,008	\$28,616	\$29,244
4033401	5342300	Life & Health Insurance		\$46,340	\$4,780	\$70,460	\$70,460	\$22,607	\$76,959	\$76,959
4033401	5342400	Workers Compensation		\$228,288	\$228,288	\$233,995	\$233,995	\$116,997	\$0	\$265,000
Personnel Services				\$466,863	\$434,322	\$667,872	\$667,872	\$273,069	\$491,796	\$765,986
4033401	5343100	Professional Services		\$49,451	\$34,368	\$40,000	\$54,000	\$8,000	\$117,000	\$117,000
		ANNUAL RATE STUDY								\$25,000
		SOLID WASTE MASTER PLAN UPDATE								\$75,000
		TAX ROLL FEES TO COUNTY TAX COLLECTOR								\$9,500
		TAX ROLL PREPARATION								\$7,500
4033401	5343200	Accounting & Auditing		\$12,500	\$13,437	\$11,503	\$11,503	\$5,752	\$12,000	\$15,040
		SHARE OF ANNUAL CITY AUDIT								\$15,040
4033401	5343400	Other Contractual Service		\$0	\$0	\$0	\$0	\$0	\$0	\$0
4033401	5344000	Travel & Per Diem		\$0	\$992	\$3,500	\$3,500	\$2,120	\$4,000	\$4,000
4033401	5344100	Communications/Postage		\$47	\$0	\$500	\$500	\$0	\$250	\$250
4033401	5344500	Insurance		\$39,180	\$41,000	\$70,128	\$70,128	\$35,064	\$82,344	\$87,660
4033401	5344600	Repairs and Maintenance		\$0	\$11,000	\$11,000	\$11,000	\$11,000	\$0	\$0
4033401	5344700	Printing & Binding		\$0	\$24	\$1,300	\$1,300	\$0	\$800	\$800
		BUSINESS CARDS								\$200
		MAILERS WASTE MANAGEMENT								\$600
4033401	5344900	Other Current Charges		\$194	\$313	\$500	\$500	\$127	\$300	\$300
		QUARTERLY ADVERTISING (1/4 PAGE ADS)								\$300
4033401	5345100	Office Supplies		\$89	\$0	\$200	\$200	\$147	\$300	\$300
4033401	5345200	Operating Supplies		\$0	\$3,997	\$12,000	\$12,000	\$299	\$3,000	\$3,000

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

Fund: 403 Solid Waste Fund
 Department: 3401 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
		ADOPT-A-SPOT SIGNAGE 20 @ \$100 PER SIGN								\$2,000
		MISC SUPPLIES								\$1,000
4033401	5345400	Books-Subscrip-Membership		\$373	\$563	\$500	\$500	\$75	\$12,500	\$12,500
		ESRI MEMBERSHIP (GIS)								\$12,000
		MISC SUBSCRIPTIONS								\$500
4033401	5345500	Training		\$0	\$525	\$1,500	\$1,500	\$1,200	\$2,500	\$2,500
Operating Expenditures				\$101,833	\$106,219	\$152,631	\$166,631	\$63,784	\$234,994	\$243,350
4033401	5346400	Machinery & Equipment		\$0	\$0	\$30,000	\$59,633	\$29,633	\$0	\$0
Capital Outlay				\$0	\$0	\$30,000	\$59,633	\$29,633	\$0	\$0
4033401	5349100	Transfers		\$1,831,955	\$1,753,600	\$1,748,376	\$1,748,376	\$874,188	\$1,909,152	\$1,909,152
		TRANSFER TO GENERAL FUND FOR INDIRECT COST, PILOT, AND FRANCHISE/RIGHT OF WAY FY24								\$1,909,152
Transfers				\$1,831,955	\$1,753,600	\$1,748,376	\$1,748,376	\$874,188	\$1,909,152	\$1,909,152
4033401	5349803	Operating		\$0	\$0	\$2,407,583	\$2,407,583	\$0	\$0	\$2,811,696
4033401	5349804	Salary Contingency		\$0	\$0	\$9,688	\$9,688	\$0	\$0	\$24,524
		RESERVE FOR MERIT INCREASES								\$11,002
		RESERVE FOR POSITION RECLASS								\$13,522
4033401	5349900	Other Uses		\$0	\$0	\$5,962,392	\$5,948,392	\$0	\$0	\$6,369,578
		TRANSFER STATION RESERVE								\$2,302,208
		UNRESTRICTED RESERVE								\$4,067,370
Reserves				\$0	\$0	\$8,379,663	\$8,365,663	\$0	\$0	\$9,205,798
General Administration - Total				\$2,400,651	\$2,294,141	\$10,978,542	\$11,008,175	\$1,240,674	\$2,635,942	\$12,124,286

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

Fund: 403 Solid Waste Fund

Department: 3402 Transfer Station 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
4033402	5341200	Salaries		\$91,680	\$132,354	\$105,623	\$105,623	\$77,303	\$113,123	\$113,123
4033402	5341400	Overtime		\$11,533	\$18,718	\$15,000	\$15,000	\$11,570	\$17,500	\$18,000
4033402	5342100	FICA		\$7,816	\$11,454	\$9,228	\$9,228	\$6,736	\$9,993	\$10,031
4033402	5342200	Retirement		\$9,751	\$9,898	\$9,650	\$9,650	\$7,110	\$10,450	\$10,490
4033402	5342300	Life & Health Insurance		\$28,722	\$35,516	\$32,027	\$32,027	\$21,488	\$34,981	\$34,981
Personnel Services				\$149,502	\$207,941	\$171,528	\$171,528	\$124,207	\$186,047	\$186,625
4033402	5343100	Professional Services		\$934,102	\$897,621	\$850,894	\$850,894	\$385,817	\$893,439	\$893,439
WASTE MANAGEMENT CONTRACT TRANSFER STATION OPERATIONS										
4033402	5343400	Other Contractual Service		\$28,022	\$26,569	\$32,000	\$32,000	\$7,240	\$35,600	\$35,600
GENERATOR MAINTENANCE										
ROAD EASEMENT										
UNIFORM CLEANING										
4033402	5344304	Water		\$1,556	\$1,630	\$2,000	\$2,000	\$891	\$2,000	\$2,000
4033402	5344600	Repairs and Maintenance		\$6,916	\$2,765	\$10,000	\$10,000	\$500	\$6,000	\$6,000
4033402	5344700	Printing & Binding		\$1,622	\$1,227	\$500	\$500	\$0	\$0	\$0
4033402	5344900	Other Current Charges		\$4,017	\$6,412	\$6,000	\$6,000	\$3,629	\$4,000	\$7,000
CREDIT CARD FEES										
4033402	5345100	Office Supplies		\$211	\$236	\$400	\$400	\$17	\$100	\$100
4033402	5345200	Operating Supplies		\$235	\$238	\$1,000	\$1,000	\$138	\$1,500	\$1,500
MISC SUPPLIES										
SAFETY GEAR & SHOES										
4033402	5345201	Fuel		\$161	\$0	\$2,000	\$2,000	\$0	\$0	\$0
4033402	5345500	Training		\$0	\$0	\$1,000	\$1,000	\$0	\$1,000	\$1,000
Operating Expenditures				\$976,842	\$936,699	\$905,794	\$905,794	\$398,232	\$943,639	\$946,639
4033402	5346400	Machinery & Equipment		\$0	\$0	\$1,025,000	\$1,025,000	\$38,992	\$6,000	\$6,000

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

Fund: 403 Solid Waste Fund

Department: 3402 Transfer Station 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
		MISC EQUIPMENT								\$5,000
		POWER WASHER								\$1,000
		SW34022301 - CAMERAS AT TRANSFER STATION (CARRY FORWARD \$77,730)								\$0
		SW34022302 - SCALE PLATE (CARRY FORWARD \$125,000)								\$0
		SW34022303 - TRANSFER STATION AUTOMATION (CARRY FORWARD \$500,000)								\$0
		SW34022304 - SCALE HOUSE LIGHTENING PROTECTION (CARRY FORWARD \$275,000)								\$0
Capital Outlay				\$0	\$0	\$1,025,000	\$1,025,000	\$38,992	\$6,000	\$6,000
Transfer Station Operations - Total				\$1,126,344	\$1,144,639	\$2,102,322	\$2,102,322	\$561,431	\$1,135,686	\$1,139,264

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

Fund: 403 Solid Waste Fund
 Department: 3404 Collections

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
4033404	5343400	Other Contractual Service		\$2,304,383	\$2,148,434	\$2,218,492	\$2,218,492	\$959,806	\$2,418,711	\$2,439,666
		CURBSIDE PICKUP RESIDENTIAL KEY WEST AND NAVY								\$2,439,666
Operating Expenditures				\$2,304,383	\$2,148,434	\$2,218,492	\$2,218,492	\$959,806	\$2,418,711	\$2,439,666
Collections - Total				\$2,304,383	\$2,148,434	\$2,218,492	\$2,218,492	\$959,806	\$2,418,711	\$2,439,666

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

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

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
4033405	5343400	Other Contractual Service		\$3,319,551	\$3,568,958	\$3,168,432	\$3,168,432	\$1,601,655	\$4,036,170	\$4,124,101
		HAULING & DISPOSAL								\$4,124,101
Operating Expenditures				\$3,319,551	\$3,568,958	\$3,168,432	\$3,168,432	\$1,601,655	\$4,036,170	\$4,124,101
Hauling & Disposal - Total				\$3,319,551	\$3,568,958	\$3,168,432	\$3,168,432	\$1,601,655	\$4,036,170	\$4,124,101

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

Fund: 403 Solid Waste Fund
 Department: 3406 Recycling 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
4033406	5343400	Other Contractual Service		\$452,587	\$475,304	\$499,419	\$499,419	\$212,143	\$524,140	\$524,140
		RESIDENTIAL CURBSIDE RECYCLING KEY WEST AND NAVY SENIOR CITIZEN PLAZA (YEARLY)								\$519,140 \$5,000
4033406	5344800	Promotional Expenses		\$28,116	\$1,400	\$15,000	\$15,000	\$0	\$6,400	\$6,400
		CLEAN UP SUPPLIES POCKET ASHTRAYS								\$1,200 \$5,200
4033406	5345500	Training		\$125	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenditures				\$480,828	\$476,704	\$514,419	\$514,419	\$212,143	\$530,540	\$530,540
4033406	5346500	Construction In Progress		\$0	\$0	\$0	\$0	\$130,482	\$0	\$0
		SW34061801 - OIL AND GAS WASTE FACILITIES PROJECT (CARRY FORWARD \$338,613)								\$0
Capital Outlay				\$0	\$0	\$0	\$0	\$130,482	\$0	\$0
Recycling Operations - Total				\$480,828	\$476,704	\$514,419	\$514,419	\$342,625	\$530,540	\$530,540

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

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

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
4033407	5343100	Professional Services		\$5,935	\$76	\$5,000	\$5,000	\$0	\$5,000	\$5,000
		ANNUAL REPORTING								\$5,000
4033407	5343400	Other Contractual Service		\$13,700	\$13,200	\$18,100	\$18,100	\$4,950	\$15,200	\$15,200
		IGUANA CONTROL \$550 PER VISIT MONITOR WELLS/STORMWATER PONDS								\$12,000 \$3,200
4033407	5344600	Repairs and Maintenance		\$49,521	\$463	\$50,000	\$50,000	\$0	\$50,000	\$50,000
		LANDFILL/LINER REPAIRS								\$50,000
Operating Expenditures				\$69,155	\$13,739	\$73,100	\$73,100	\$4,950	\$70,200	\$70,200
Post Closure O&M - Total				\$69,155	\$13,739	\$73,100	\$73,100	\$4,950	\$70,200	\$70,200
Solid Waste Fund Expenditures - Total				\$9,700,931	\$9,646,614	\$19,055,307	\$19,084,940	\$4,711,141	\$10,827,249	\$20,048,057

**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	
403 SOLID WASTE FUND																		
GENERAL ADMINISTRATION 3401																		
ADMINISTRATIVE ASSISTANT II	G 109	0.40	0.40	0.40						20,318	21,333						1,707	
SENIOR PROJECT MANAGER	N 130	0.40	0.40	0.40						34,528	36,254						2,900	
CODE COMPLIANCE INSPECTOR	G 116	1.00	1.00	1.00						53,108	55,764			360			4,461	
CONTRACT & PERMIT ENGINEER	N 133	0.40	0.40	0.40						40,502	42,528						3,402	
SOLID WASTE COORDINATOR	N 122	1.00	1.00	1.00						68,485	71,909			360			5,753	
DIRECTOR-UTILITIES	U 140	0.40	0.40	0.40						51,408	53,978			1,680			4,318	
PRINCIPAL ENGINEER	N 135	0.40	0.40	0.40						44,000	46,200						3,696	
UTILITY ADMINISTRATOR/GIS	N 122	0.40	0.40	0.40						32,941	34,588						2,767	
		4.40	4.40	4.40	0.00	-	-			345,290	362,554	0	3,000	2,400	28,149	29,244	76,959	502,306
TRANSFER STATION OPS 3402																		
SCALE/TIPPING FLOOR ATNDT	G 109	1.00	1.00	1.00						53,447	56,119						4,490	
SCALE/TIPPING FLOOR ATNDT	G 109	1.00	1.00	1.00						54,289	57,003						4,560	
		2.00	2.00	2.00	0.00	-	-			107,736	113,123		18,000	0	10,031	10,490	34,981	186,625
		6.40	6.40	6.40	0.00	0.00	0.00	0.00		453,026	475,677	0	21,000	2,400	38,179	39,734	111,940	688,931
									2% Merit Inc		Base 9,514	Taxes 728	Pension 761	11,002	Merit Contingency			

2023/24 Budget
403 Account-CIP

Projects (In FY 22/23 Budget)	Project Number	Total Funds	FY Actual	Grant Funds	Remaining¹	Notes
Oil & Gas Waste	SW34061801	736,654.00	398,040.68	0.00	338,613.32	
Cameras at Transfer Station	SW34022301	125,000.00	47,269.53	0.00	77,730.47	
Scale Plate	SW34022302	125,000.00	0.00	0.00	125,000.00	
Transfer Station Automation	SW34022303	500,000.00	0.00	0.00	500,000.00	
Scale House Lightning Protection	SW23022304	275,000.00	0.00	0.00	275,000.00	

Totals 1,761,654.00 445,310.21 0.00 1,316,343.79

Notes:

1. Equals Total Funds minus FY Projected, Grant Funds
2. For staff information purposes
3. Yellow highlight indicates PO coming
4. Included I&I Plan for FDEP
5. See notes to the right

\$ 11,340,421 Claim on Cash - 7/15/23
 \$ 341,910 Impact Fees - 7/15/23
 \$ 10,365,987 Cash - After CIP
 \$ 1,518,843 Remaining Revenue FY23

New Projects FY 23/24

Cost Estimate
 TS Facility Upgrades (Design) \$200,000.00
Total Ask \$200,000.00

\$ (468,601) Remaining Expenditures - 3401 (GA)
 \$ (230,486) Remaining Expenditures - 3402 (TSO)
 \$ (774,497) Remaining Expenditures - 3404 (Collections)
 \$ (1,309,224) Remaining Expenditures - 3405 (Hauling)
 \$ (171,485) Remaining Expenditures - 3406 (Recycling)
 \$ (2,434) Remaining Expenditures - 3407 (Post O&M)
 \$ 8,928,103 FY 23-24 Carry Forward