

City of Key West
Annual Budget
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	FY 2024/2025 CC Adopted
1080000	3313602	FEMA Grant		\$5,057	\$37,347	\$0	\$0	\$0	\$0	\$0	\$752,734
		HMGP - WIND RETROFIT - FIRST RESPONDERS FACILITIES									\$752,734
1080000	3319000	Other Federal Grants		\$0	\$0	\$0	\$184,819	\$0	\$1,050,000	\$50,000	\$50,000
		FL HISTORY SMALL GRANT									\$50,000
InterGovernmental Revenue				\$5,057	\$37,347	\$0	\$184,819	\$0	\$1,050,000	\$50,000	\$802,734
1080000	3437001	Resiliency Charge		\$0	\$0	\$0	\$0	\$0	\$0	\$1,000,000	\$1,000,000
Charges For Services				\$0	\$0	\$0	\$0	\$0	\$0	\$1,000,000	\$1,000,000
1080000	3610000	Interest Earnings		\$2,110	\$27,917	\$5,000	\$5,000	\$0	\$0	\$0	\$20,000
Misc Revenue				\$2,110	\$27,917	\$5,000	\$5,000	\$0	\$0	\$0	\$20,000
1080000	3810100	General		\$445,530	\$627,017	\$492,455	\$492,455	\$246,228	\$0	\$227,125	\$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	\$0
1080000	3814010	Sewer		\$58,146	\$0	\$0	\$0	\$0	\$0	\$0	\$0
1080000	3814030	Solid Waste		\$25,261	\$0	\$0	\$0	\$0	\$0	\$0	\$0
1080000	3899001	Fund Balance		\$0	\$0	\$273,246	\$436,599	\$0	\$0	\$507,401	\$324,325
Other Sources				\$528,937	\$1,018,542	\$765,701	\$929,054	\$246,228	\$0	\$734,526	\$551,450
Adaptation and Sustainability Fund Revenue - Total				\$536,104	\$1,083,806	\$770,701	\$1,118,873	\$246,228	\$1,050,000	\$1,784,526	\$2,374,184

City of Key West
 FY 24/25 BUDGET
 Personnel Allocation

AUTHORIZED BUDGET	
FY23/24	FY24/25
2.00	2.00

108 3801 ADAPTATION AND SUSTAINABILITY

TOTAL:

POSITION TITLE	AUTHORIZED BUDGET		POSITION TITLE	AUTHORIZED BUDGET	
	FY23/24	FY24/25		FY23/24	FY24/25
FULL TIME:			PART TIME:		
Sustainability Coordinator	1.00	1.00			
Adaptation and Energy Coordinator	1.00	1.00			
TOTAL FULL TIME:	2.00	2.00	TOTAL PART TIME:	-	-

**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	
108 ADAPTATION AND SUSTAINABILITY																		
ADAPTATION/ENERGY COORDINATOR	N 120	1.00	1.00	1.00						68,814	72,255					5,780		
RESILIENCY COORDINATOR	N 127	1.00	1.00	1.00						89,811	94,302					7,544		
										158,625	166,556	0	0	0	12,742	13,324	35,426	228,048
										2% Merit Inc	Base 3,331	Taxes 255	Pension 266	3,852	Merit Contingency			

City of Key West
Annual Budget
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	FY 2024/2025 CC Adopted
1083702	5373100	Professional Services		\$0	\$260,000	\$160,000	\$160,000	\$19,423	\$302,125	\$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	\$2,500
		WATER QUALITY EDUCATIONAL MATERIALS									\$2,500
1083702	5375200	Operating Supplies		\$0	\$0	\$1,200	\$1,200	\$0	\$25,000	\$25,000	\$26,200
		KEY WEST WATER QUALITY IMPROVMENT PLAN IMPLEMENTATION (KWF 4-3.6)									\$25,000
		MONOFILAMENT STATIONS (12 @ \$100)									\$1,200
Operating Expenditures				\$0	\$260,000	\$162,700	\$162,700	\$19,423	\$329,625	\$329,625	\$330,825
Water Quality and Conservation - Total				\$0	\$260,000	\$162,700	\$162,700	\$19,423	\$329,625	\$329,625	\$330,825

City of Key West
Annual Budget
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	FY 2024/2025 CC Adopted
1083801	5381200	Salaries		\$123,123	\$84,088	\$149,574	\$149,574	\$71,305	\$164,069	\$164,069	\$166,556
1083801	5382100	FICA		\$9,189	\$6,260	\$11,442	\$11,442	\$5,367	\$12,551	\$12,551	\$12,742
1083801	5382200	Retirement		\$8,070	\$6,688	\$11,966	\$11,966	\$3,251	\$13,126	\$13,126	\$13,324
1083801	5382300	Life & Health Insurance		\$26,440	\$16,724	\$34,981	\$34,981	\$12,844	\$35,426	\$35,426	\$35,426
Personnel Services				\$166,822	\$113,760	\$207,963	\$207,963	\$92,768	\$225,172	\$225,172	\$228,048
1083801	5383200	Accounting & Auditing		\$0	\$1,544	\$1,767	\$1,767	\$0	\$480	\$480	\$480
SHARE OF ANNUAL CITY AUDIT											
\$480											
1083801	5384000	Travel & Per Diem		\$0	\$3,455	\$10,000	\$10,000	\$4,732	\$0	\$10,000	\$7,500
1083801	5384100	Communications/Postage		\$0	\$0	\$384	\$384	\$0	\$0	\$0	\$0
1083801	5384800	Promotional Expenses		\$0	\$0	\$850	\$850	\$0	\$1,600	\$1,600	\$1,600
HOST LOCAL LEED FORUMS (\$2@300)											
OUTREACH EDUCATION BOOTH (KWF 2-5.3)											
\$600											
\$1,000											
1083801	5384900	Other Current Charges		\$0	\$0	\$600	\$600	\$89	\$600	\$600	\$600
LEGAL ADVERTISING FOR GRANTS											
\$600											
1083801	5385400	Books-Subscrip-Membership		\$495	\$1,200	\$1,845	\$1,845	\$0	\$1,550	\$1,550	\$1,550
SUSTAINABILITY ICLEI MEMBERSHIP											
USGBC FL MEMBERSHIP & COURSE CATALOG											
\$1,200											
\$350											
1083801	5385500	Training		\$1,230	\$3,825	\$5,000	\$5,000	\$1,725	\$0	\$5,000	\$5,000
Operating Expenditures				\$1,725	\$10,024	\$20,446	\$20,446	\$6,546	\$4,230	\$19,230	\$16,730
1083801	5389100	Transfers		\$0	\$65,644	\$80,204	\$80,204	\$40,102	\$55,635	\$55,635	\$55,635
TRANSFER TO GENERAL FUND FOR INDIRECT COSTS FY25											
\$55,635											
Transfers				\$0	\$65,644	\$80,204	\$80,204	\$40,102	\$55,635	\$55,635	\$55,635
1083801	5389803	Operating		\$0	\$0	\$0	\$0	\$0	\$0	\$254,300	\$43,657
1083801	5389804	Salary Contingency		\$0	\$0	\$3,460	\$3,460	\$0	\$9,124	\$9,124	\$9,448
RESERVE FOR MERIT INCREASES											
\$3,852											

City of Key West

Annual Budget

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	FY 2024/2025 CC Adopted
		RESERVE FOR POSITION RECLASSIFICATION									\$5,596
		Reserves		\$0	\$0	\$3,460	\$3,460	\$0	\$9,124	\$263,424	\$53,105
		General Administration - Total		\$168,547	\$189,428	\$312,073	\$312,073	\$139,416	\$294,161	\$563,461	\$353,518

City of Key West
Annual Budget
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	FY 2024/2025 CC Adopted
1083806	5383100	Professional Services		\$36,177	\$85,416	\$100,000	\$448,172	\$92,450	\$375,000	\$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	\$0
1083806	5384600	Repairs and Maintenance		\$6,743	\$101,591	\$25,000	\$25,000	\$29,814	\$345,078	\$0	\$848,401
		AS38062201 - PUBLIC SERVICE BUILDINGS WIND RETROFIT (CARRYOVER \$272,228)									\$0
		AS38062202 - FIRE STATION ONE WIND RETROFIT (CARRY OVER \$154,631)									\$848,401
1083806	5384800	Promotional Expenses		\$1,535	\$0	\$0	\$0	\$0	\$5,000	\$5,000	\$5,000
		CLIMATE SUMMIT SPONSORSHIP (EVERY 4TH YEAR)									\$5,000
1083806	5385400	Books-Subscrip-Membership		\$0	\$275	\$550	\$550	\$0	\$580	\$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	\$0
Operating Expenditures				\$49,284	\$187,821	\$125,550	\$473,722	\$122,374	\$748,658	\$380,580	\$1,228,981
1083806	5386400	Machinery & Equipment		\$0	\$0	\$0	\$0	\$0	\$1,800	\$1,800	\$1,800
		LAPTOP FOR ADAPTATION & ENERGY COORDINATOR									\$1,800
Capital Outlay				\$0	\$0	\$0	\$0	\$0	\$1,800	\$1,800	\$1,800
Adaptation - Total				\$49,284	\$187,821	\$125,550	\$473,722	\$122,374	\$750,458	\$382,380	\$1,230,781

City of Key West
Annual Budget
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	FY 2024/2025 CC Adopted
1083807	5384000	Travel & Per Diem		\$0	\$0	\$2,500	\$2,500	\$0	\$2,500	\$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	\$0
1083807	5384600	Repairs and Maintenance		\$15,834	\$68,242	\$125,000	\$125,000	\$0	\$500,000	\$500,000	\$450,000
		ENERGY UPGRADES - CITY BLDGS									\$450,000
1083807	5385500	Training		\$0	\$0	\$1,445	\$1,445	\$0	\$1,445	\$1,445	\$1,445
		FLORIDA COMMERCIAL ENERGY AUDITOR CERTIFICATION									\$1,445
Operating Expenditures				\$15,834	\$68,242	\$170,378	\$170,378	\$0	\$514,695	\$503,945	\$453,945
1083807	5386400	Machinery & Equipment		\$0	\$10,557	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay				\$0	\$10,557	\$0	\$0	\$0	\$0	\$0	\$0
Energy - Total				\$15,834	\$78,799	\$170,378	\$170,378	\$0	\$514,695	\$503,945	\$453,945

City of Key West
Annual Budget
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	FY 2024/2025 CC Adopted
1083808	5383100	Professional Services		\$3,500	\$0	\$0	\$0	\$0	\$5,000	\$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	\$0
1083808	5385400	Books-Subscrp-Membership		\$1,950	\$0	\$0	\$0	\$0	\$115	\$115	\$115
		BOOK: CHEMICALS OF EMERGING CONCERN									\$115
1083808	5385500	Training		\$2,699	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenditures				\$10,835	\$0	\$0	\$0	\$0	\$5,115	\$5,115	\$5,115
Sustainability - Total				\$10,835	\$0	\$0	\$0	\$0	\$5,115	\$5,115	\$5,115
Adaptation and Sustainability Fund Expenditures - Total				\$244,499	\$716,048	\$770,701	\$1,118,873	\$281,214	\$1,909,054	\$1,784,526	\$2,374,184

FY 2024-2025 Carry Forward
Fund 108 Adaptation & Sustainability
Updated August 19, 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	\$ 193,700	\$ 1,211,800	\$ 1,405,000	\$ -
							\$ 426,859
							\$ 786,101 Available Fund Balance
							<u>\$ 359,242</u> Available Fund Balance After CIP
							\$ 10,000 Interest Income for Balance of FY24
							\$ 184,819 Grant Revenue Watershed Maintenance Plan
							\$ 193,700 Grant Revenue for Adaptation Plan
							\$ 41,038 Remainder Transfers in FY24
							\$ (6,684) Remainder Transfers Out FY24
							\$ (24,198) Outstanding Salaries FY24
							\$ (2,000) Outstanding Encumbrances - Admin FY24
							\$ (184,819) Watershed Management Plan
							\$ (105,600) Mobile Lidar
							\$ - Outstanding Encumbrances - Adaptation FY24
							\$ (140,577) Outstanding Encumbrances - Water Quality FY24
							\$ (596) Outstanding Encumbrances - Energy FY24
							\$ 324,325 FY 24-25 Carry Forward