

City of Key West
Annual Budget
Fiscal Year 2024/2025

Fund: 001 General Fund
Department: 1301 Finance

Key	Object	Account Description	Category	FY 2021/2022 Actuals	FY 2022/2023 Actuals	FY 2023/2024 Adopted	FY 2023/2024 6 Mth Amnd	FY 2024/2025 6 Mth Actuals	FY 2024/2025 Dept Req	FY 2024/2025 CM Review	FY 2024/2025 CC Adopted
0011301	5131200	Regular Salaries & Wages		\$848,495	\$761,408	\$940,925	\$955,913	\$432,121	\$1,128,989	\$1,128,989	\$1,138,315
0011301	5131400	Overtime		\$3,731	\$481	\$1,000	\$1,000	\$168	\$1,000	\$1,000	\$1,000
0011301	5131500	Special Pay		\$1,230	\$1,350	\$4,800	\$4,800	\$2,100	\$4,200	\$4,200	\$4,200
0011301	5132100	FICA Taxes		\$61,549	\$54,854	\$72,424	\$73,571	\$31,638	\$86,765	\$86,765	\$87,479
0011301	5132200	Retirement Contributions		\$47,188	\$50,970	\$75,354	\$76,553	\$31,468	\$84,119	\$84,119	\$105,924
0011301	5132300	Life & Health Insurance		\$160,840	\$159,617	\$209,887	\$209,887	\$82,172	\$230,271	\$230,271	\$230,271
Personnel Services				\$1,123,033	\$1,028,679	\$1,304,390	\$1,321,724	\$579,667	\$1,535,344	\$1,535,344	\$1,567,189
0011301	5133100	Professional Services		\$180	\$0	\$0	\$0	\$0	\$30,000	\$0	\$0
0011301	5133400	Other Contractual Service		\$5,997	\$5,983	\$6,000	\$6,000	\$2,473	\$6,000	\$6,000	\$6,000
		ARMORED CAR PICKUP									\$6,000
0011301	5134000	Travel & Per Diem		\$411	\$523	\$6,250	\$6,250	\$247	\$4,750	\$5,250	\$4,250
		FAPPO ANNUAL CONFERENCE TRAVEL									\$1,500
		FGFOA ANNUAL CONFERENCE TRAVEL									\$1,500
		INVESTMENT SEMINAR TRAVEL									\$500
		GRANT TRAVEL									\$500
		SUNPASS									\$250
0011301	5134100	Communications/Postage		\$15	\$7	\$100	\$100	\$84	\$150	\$150	\$150
0011301	5134400	Rentals & Leases		\$0	\$1,482	\$4,440	\$4,440	\$1,481	\$4,440	\$4,440	\$4,440
		COPIER/PRINTER/SCANNER MACHINE LEASE									\$4,440
0011301	5134600	Repairs and Maintenance		\$2,464	\$2,687	\$2,700	\$2,700	\$1,908	\$2,900	\$2,900	\$2,900
		COIN SORTER MAINTENANCE AGREEMENT									\$2,000
		FORMAX FOLDER/SEALER MAINTENANCE AGREEMENT									\$900
0011301	5134700	Printing & Binding		\$181	\$344	\$100	\$100	\$10	\$100	\$100	\$100
0011301	5134900	Other Current Charges		(\$170)	\$971	\$1,000	\$1,000	\$523	\$1,000	\$1,000	\$1,000
0011301	5135100	Office Supplies		\$7,476	\$5,906	\$7,000	\$7,000	\$4,627	\$7,500	\$7,500	\$7,500
0011301	5135200	Operating Supplies		\$0	\$1,140	\$500	\$500	\$0	\$500	\$500	\$500
		STAFF SHIRTS									\$500
0011301	5135400	Books-Subscrip-Membership		\$1,264	\$17,262	\$31,305	\$31,305	\$31,856	\$36,130	\$23,793	\$23,793

City of Key West
Annual Budget
Fiscal Year 2024/2025

Fund: 001 General Fund
Department: 1301 Finance

Key	Object	Account Description	Category	FY 2021/2022 Actuals	FY 2022/2023 Actuals	FY 2023/2024 Adopted	FY 2023/2024 6 Mth Amnd	FY 2024/2025 6 Mth Actuals	FY 2024/2025 Dept Req	FY 2024/2025 CM Review	FY 2024/2025 CC Adopted
		ACFR AWARD SUBMISSION									\$530
		AGA MEMBERSHIP 2 @ \$100									\$200
		DEBTBOOK SUBSCRIPTION									\$20,000
		eCIVIS - GRANT SOFTWARE									\$2,363
		FAPPO MEMBERSHIP									\$275
		FGFOA MEMBERSHIP - 4 @ \$50									\$200
		GFOA MEMBERSHIP - 1 @ \$225									\$225
0011301	5135500	Training		\$0	\$35	\$4,505	\$4,505	\$1,154	\$4,505	\$4,550	\$3,550
		CPFO PROGRAM									\$1,200
		FAPPO CONFERENCE REGISTRATION									\$500
		FGFOA ANNUAL CONFERENCE REGISTRATION									\$750
		INVESTMENT SEMINAR REGISTRATION									\$100
		MISC WEBINAR REGISTRATIONS									\$1,000
Operating Expenditures				\$17,816	\$36,339	\$63,900	\$63,900	\$44,363	\$97,975	\$56,183	\$54,183
Finance - Total				\$1,140,850	\$1,065,018	\$1,368,290	\$1,385,624	\$624,030	\$1,633,319	\$1,591,527	\$1,621,372

1301 FINANCE

AUTHORIZED BUDGET	
FY23/24	FY24/25
13.00	13.00

TOTAL:

POSITION TITLE	AUTHORIZED BUDGET	
	FY23/24	FY24/25
FULL TIME:		
Accounting Coordinator	2.00	2.00
Accounts Payable Specialist	1.00	1.00
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	1.00	1.00
Department Auditor-Contract Administrator	1.00	1.00
Director of Finance	1.00	1.00
Finance/Payroll Specialist	1.00	1.00
Procurement Manager	1.00	1.00
Senior Grants Administrator	1.00	1.00
TOTAL FULL TIME:	13.00	13.00

POSITION TITLE	AUTHORIZED BUDGET	
	FY23/24	FY24/25
PART TIME:		
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 FY 24/25 Salary	12 Longevity	14 Over time	15 Special Pay	21 FICA Medicare	22 Retire Contrib	23 Health Life Ins	TOTAL	
1301 FINANCE																				
ACCOUNTING COORDINATOR	G	117	1.00	1.00	1.00						65,308	68,574					6,857			
ACCOUNTING COORDINATOR	G	117	1.00	1.00	1.00						70,192	73,702					7,370			
ACCOUNTS PAYABLE SPECIALIST	G	118	1.00	1.00	1.00						65,313	68,579					6,858			
ASSISTANT FINANCE DIRECTOR	U	136	1.00	1.00	1.00						100,702	105,737					10,574			
BUDGET SPECIALIST	N	126	1.00	1.00	1.00						74,931	78,678					7,868			
CENTRAL PURCHASING AGENT	G	126	1.00	1.00	1.00						76,263	80,077								
CHIEF ACCOUNTANT	U	130	1.00	1.00	1.00						97,889	102,784					10,278			
COORDINATOR III	G	116	1.00	1.00	1.00						67,340	70,707					7,071			
DEPART AUDITOR-CONTRACT ADMIN	N	122	1.00	1.00	1.00						67,751	71,139					7,114			
DIRECTOR OF FINANCE	N	140	1.00	1.00	1.00						147,263	154,626					15,463			
FINANCIAL/PAYROLL SPECIALIST	N	126	1.00	1.00	1.00						82,235	86,347			4200		8,635			
PROCUREMENT MANAGER	N	129	1.00	1.00	1.00						80,274	84,288					8,429			
SENIOR GRANTS ADMINISTRATOR	N	126	1.00	1.00	1.00						88,648	93,080					9,308			
			13.00	13.00	13.00	0.00	-	-		0.00	1,084,109	1,138,315	0	1,000	4,200	87,479	105,924	230,271	1,567,188	
												Base	Taxes	Pension						
2% Merit Inc												22,766	1742	2277	26,785	Merit Contingency				