

MEMORANDUM



Date: June 11, 2014
To: Bob Vitas, City Manager
Cc: Key West Bight Management District Board
From: Doug Bradshaw
Re: May 2014 Monthly Report for Key West Bight

I. Key West Bight Operations:

- Repaired Ferry Terminal fire system RPDA
- Replaced E-dock pump out motor
- Received final design for William St. round-a-bout and storm water outfall
- Installed new water fountains at Ferry Terminal
- Repaired C-dock pump out

Key West Bight Marina:

- Cleaned and polished fuel pumps 1,2,3,and 4.
- Installed new cable wire for beacon wi-fi.
- Installed new x-change credit card system for cash register.
- 15,625 passengers passed through the ferry terminal this May compared to 13,766 last May.

II. Priorities for the Upcoming Month

- Identify Grant opportunities
- Fuel dock sign
- Bid Lazy Way Lane landscape plan

III. Capital Project Updates

Project	Status	Comments
Common Area Signage, Landscape, Entries	Roundabout design complete, Lazy Way Landscape complete	
Ferry Terminal Pier Extension	Drawing submitted	Army Corp Review
Thompsons Fish House Structural Repairs	Foundation support being designed, HVAC/MEP task upcoming	
Turtle Kraals Wall Rebuild	Drawings Received	

Trumbo Dock	60% drawings received	Riprap permit being submitted
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**Key West Bight, Ferry Terminal
Year to Year Revenue Comparison
Monthly – May 2013/2014**

	<u>May '13</u>	<u>May '14</u>
KW Bight	\$ 598,164	\$ 582,974
Ferry Terminal	\$ 31,337	\$ 31,898
Grand Total	\$ 629,501	\$ 614,872

Revenue Detail

Key West Bight:

Transient Dockage	+06%
Dinghy	-05%
Retail sales	+07%
Parking	+01%
Fuel	-19%

**2014 Annual Budget Comparison to
April Actual Year-to-Date Revenue**

<u>Key West Bight</u>	<u>Annual Budget</u>	<u>Year-to-Date Actual</u>	<u>58% Lapsed % Achieved</u>
Intergovernmental	\$ 617,390	\$ 0	0%
Charges for Services	\$ 4,719,400	\$ 2,823,378	60%
Fines & Forfeits	\$ 66,100	\$ 32,075	49%
Misc. Revenue	\$ 3,030,400	\$ 1,343,348	44%

** Detailed financial report follows on succeeding pages*

FISCAL YEAR 2013/2014
 APRIL REVENUE REPORT
 58 % OF FISCAL YEAR LAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	OUTSTANDING BALANCE	% OF REVENUE BUDGET
Key West Bight					
Intergovernmental Revenue					
405-0000-334-9000	Other State Grants	617,390	0	617,390	0
*	State Grants	617,390	0	617,390	0

**	Intergovernmental Revenue	617,390	0	617,390	0
Charges For Services					
405-0000-341-9500	Returned Check Charges	0	582	582-	0
*	General Government	0	582	582-	0

405-0000-344-2802	Ferry Terminal	160,000	118,675	41,325	74
405-0000-344-2803	Port Security Surcharge	21,900	25,139	3,239-	115
405-0000-344-5000	Parking	741,300	565,028	176,272	76
405-0000-344-5002	KW Bight Ferry Terminal	0	3,536	3,536-	0
*	Transportation	923,200	712,378	210,822	77

405-0000-347-5100	Dockage-Transient	702,500	491,304	211,196	70
405-0000-347-5208	Upland Electric & Sewer	8,900	2,121	6,779	24
405-0000-347-5209	Common Area Charges	350,000	140,412	209,588	40
405-0000-347-5210	Ferry Terminal CAM	7,800	4,501	3,299	58
405-0000-347-5211	Marina Tenant Utilities	62,000	51,103	10,897	82
405-0000-347-5291	FT Advertising	24,000	7,642	16,358	32
405-0000-347-5303	Ferry Boats	117,300	57,469	59,831	49
405-0000-347-5500	Dockage-Recreational	96,300	54,890	41,410	57
405-0000-347-5600	Dockage-Liveaboard	113,100	68,192	44,908	60
405-0000-347-5700	Dockage-Commercial	876,000	525,163	350,837	60
405-0000-347-5800	Penalties	9,500	23,325	13,825-	246
405-0000-347-6100	Dinghy Dockage	91,300	59,067	32,233	65
405-0000-347-6200	Key West Bight - Gas	499,500	293,936	205,564	59
405-0000-347-6300	Diesel	716,000	302,973	413,027	42
405-0000-347-6302	Ferry Terminal Taxable	122,000	28,318	93,682	23
405-0000-347-6400	Miscellaneous Non-Taxable	0	5	5-	0
*	Culture/Recreation	3,796,200	2,110,419	1,685,781	56

**	Charges For Services	4,719,400	2,823,378	1,896,022	60
Fines & Forfeits					
405-0000-351-0300	Parking Fine	66,100	32,075	34,025	49
*	Judgment & Fines	66,100	32,075	34,025	49

**	Fines & Forfeits	66,100	32,075	34,025	49
Miscellaneous Revenues					
405-0000-361-0000	Interest Earnings	60,000	22,222	37,778	37
*	Interest Earnings	60,000	22,222	37,778	37

405-0000-362-5400	Upland Leases	2,755,400	1,244,276	1,511,124	45
405-0000-362-5500	KW Bight Ferry Terminal	66,400	38,560	27,840	58
405-0000-362-9000	Misc Yearly Leases	100,500	0	100,500	0
*	Rents & Royalties	2,922,300	1,282,836	1,639,464	44

405-0000-369-0000	Other Misc Revenues	0	2,087	2,087-	0
405-0000-369-9100	Sales Tax Commission	0	93	93-	0
405-0000-369-9700	Misc Sales Taxable	38,500	30,749	7,751	80
405-0000-369-9800	Non-Taxable	9,600	5,360	4,240	56
*	Other Misc Revenues	48,100	38,289	9,811	80

FISCAL YEAR 2013/2014
 APRIL REVENUE REPORT
 58 % OF FISCAL YEAR LAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	OUTSTANDING BALANCE	% OF REVENUE BUDGET
Key West Bight					
Miscellaneous Revenues					
**	Miscellaneous Revenues	3,030,400	1,343,348	1,687,052	44
Other Sources					
405-0000-389-9006	Retained Earnings	6,100,000	0	6,100,000	0
405-0000-389-9110	Project Cryfwrđ Reserve	3,017,946	0	3,017,946	0
405-0000-389-9112	Prior Yr Budget-Prior POs	2,949	0	2,949	0
*	Nonoperations Sources	9,120,895	0	9,120,895	0
**	Other Sources	9,120,895	0	9,120,895	0
***	Key West Bight	17,554,185	4,198,801	13,355,384	24

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Key West Bight Other Sources		17,554,185	4,198,801	13,355,384	24

FISCAL YEAR 2013/2014
 APRIL EXPENDITURE REPORT
 58 % OF FISCAL YEAR LAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMENDED BUDGET	ENCUMBRANCE	YEAR-TO-DATE ACTUAL	UNENCUMBERED BALANCE	% of EXPENDED BUDGET
Key West Bight						
General Administration						
405-7501-575-1200	Regular Salaries & Wages	56,907	0	30,533	26,374	54
405-7501-575-1500	Special Pay	48	0	97	49-	202
405-7501-575-2100	FICA Taxes	4,395	0	2,318	2,077	53
405-7501-575-2200	Retirement Contributions	5,167	0	2,296	2,871	44
405-7501-575-2300	Life & Health Insurance	5,903	0	5,172	731	88
405-7501-575-2400	Workers' Compensation	4,680	0	3,510	1,170	75
* Personal Services		77,100	0	43,926	33,174	57
405-7501-575-3100	Professional Services	10,000	7,800	0	2,200	78
405-7501-575-3200	Accounting & Auditing	24,400	0	21,538	2,862	88
405-7501-575-3400	Other Contractual Service	600	405	35	160	73
405-7501-575-4000	Travel & Per Diem	3,000	0	0	3,000	0
405-7501-575-4100	Communications/Postage	500	200	0	300	40
405-7501-575-4300	Utility Services	700	0	62	638	9
405-7501-575-4301	Cable and Satellite TV	0	0	295	295-	0
405-7501-575-4302	Electricity	5,100	0	8,607	3,507-	169
405-7501-575-4303	Wastewater	1,200	0	835	365	70
405-7501-575-4304	Water	1,100	0	537	563	49
405-7501-575-4400	Rentals & Leases	1,200	293	878	29	98
405-7501-575-4500	Insurance	124,500	0	93,375	31,125	75
405-7501-575-4600	Repairs and Maintenance	3,500	2,285	2,145	930-	127
405-7501-575-4700	Printing & Binding	500	0	0	500	0
405-7501-575-4900	Other Current Charges	228,000	303	218,726	8,971	96
405-7501-575-5100	Office Supplies	3,100	435	513	2,152	31
405-7501-575-5200	Operating Supplies	500	0	108	392	22
405-7501-575-5400	Books, Subscrp, Membership	2,400	285	2,065	50	98
405-7501-575-5500	Training	1,500	0	0	1,500	0
* Operating Expenditures		411,800	12,006	349,720	50,074	88
405-7501-575-6200	Buildings	91,389	23,500	0	67,889	26
* Capital Outlay		91,389	23,500	0	67,889	26
405-7501-575-7100	Debt Service-Principal	1,240,300	0	1,240,273	27	100
405-7501-575-7200	Debt Service-Interest	202,900	0	111,839	91,061	55
* Debt Service		1,443,200	0	1,352,112	91,088	94
405-7501-575-9100	Transfers	809,081	0	606,811	202,270	75
* Transfers		809,081	0	606,811	202,270	75
405-7501-575-9803	Operating	1,521,624	0	0	1,521,624	0
405-7501-575-9900	Other Uses	3,711,045	0	0	3,711,045	0
* Reserves		5,232,669	0	0	5,232,669	0
**** General Administration		8,065,239	35,506	2,352,568	5,677,165	30

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Key West Bight						
Upland Leases Maintenance						
405-7502-575-6200	Buildings	2,839,877	408,567	1,442,618	988,692	65
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*	Capital Outlay	2,839,877	408,567	1,442,618	988,692	65
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****	Upland Leases Maintenance	2,839,877	408,567	1,442,618	988,692	65

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Key West Bight						
Marina Operations						
405-7503-575-1200	Regular Salaries & Wages	248,786	0	156,164	92,622	63
405-7503-575-1400	Overtime	13,500	0	8,460	5,040	63
405-7503-575-1500	Special Pay	420	0	311	109	74
405-7503-575-2100	FICA Taxes	20,097	0	11,911	8,186	59
405-7503-575-2200	Retirement Contributions	23,606	0	12,444	11,162	53
405-7503-575-2300	Life & Health Insurance	79,163	0	42,348	36,815	53
405-7503-575-2400	Workers' Compensation	14,040	0	10,530	3,510	75
* Personal Services		399,612	0	242,167	157,445	61
405-7503-575-3100	Professional Services	30,000	9,400	9,640	10,960	63
405-7503-575-3400	Other Contractual Service	44,780	31,010	3,141	10,629	76
405-7503-575-4300	Utility Services	12,000	5,535	5,466	999	92
405-7503-575-4302	Electricity	90,600	0	61,610	28,990	68
405-7503-575-4303	Wastewater	12,600	0	11,563	1,037	92
405-7503-575-4304	Water	34,000	0	23,132	10,868	68
405-7503-575-4400	Rentals & Leases	80,000	1,677	51,445	26,878	66
405-7503-575-4600	Repairs and Maintenance	51,949	13,730	17,019	21,200	59
405-7503-575-4700	Printing & Binding	1,000	0	37	963	4
405-7503-575-4800	Promotional Expenses	6,000	712	216	5,072	15
405-7503-575-4900	Other Current Charges	95,600	0	53,122	42,478	56
405-7503-575-5100	Office Supplies	2,100	64	887	1,149	45
405-7503-575-5200	Operating Supplies	28,700	10,357	14,146	4,197	85
405-7503-575-5201	Fuel	1,030,100	453,299	463,111	113,690	89
* Operating Expenditures		1,519,429	525,784	714,535	279,110	82
405-7503-575-6200	Buildings	783,132	110,176	20,622	652,334	17
405-7503-575-6300	Infrastructure	823,033	103,121	28,435	691,477	16
405-7503-575-6400	Machinery & Equipment	36,700	0	5,196	31,504	14
* Capital Outlay		1,642,865	213,297	54,252	1,375,316	16
****	Marina Operations	3,561,906	739,081	1,010,955	1,811,870	49

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Key West Bight						
Common Area Maintenance						
405-7504-575-1200	Regular Salaries & Wages	102,836	0	76,163	26,673	74
405-7504-575-1400	Overtime	4,600	0	3,796	804	83
405-7504-575-1500	Special Pay	180	0	241	61-	134
405-7504-575-2100	FICA Taxes	8,233	0	5,895	2,338	72
405-7504-575-2200	Retirement Contributions	9,669	0	5,748	3,921	59
405-7504-575-2300	Life & Health Insurance	36,226	0	20,446	15,780	56
405-7504-575-2400	Workers' Compensation	9,360	0	7,988	1,372	85
* Personal Services		171,104	0	120,277	50,827	70
405-7504-575-3400	Other Contractual Service	134,600	48,008	4,000	82,592	39
405-7504-575-4100	Communications/Postage	1,000	0	0	1,000	0
405-7504-575-4300	Utility Services	33,000	13,838	13,906	5,256	84
405-7504-575-4302	Electricity	15,200	0	8,557	6,643	56
405-7504-575-4303	Wastewater	5,100	0	2,822	2,278	55
405-7504-575-4304	Water	6,000	0	4,421	1,579	74
405-7504-575-4600	Repairs and Maintenance	76,300	12,249	7,873	56,178	26
405-7504-575-4800	Promotional Expenses	25,600	2,300	5,107	18,193	29
405-7504-575-5100	Office Supplies	0	0	66	66-	0
405-7504-575-5200	Operating Supplies	20,800	568	2,913	17,319	17
* Operating Expenditures		317,600	76,963	49,665	190,972	40
405-7504-575-6200	Buildings	101,202	3,090	3,775	94,337	7
405-7504-575-6300	Infrastructure	980,347	179,750	8,040	792,557	19
405-7504-575-6400	Machinery & Equipment	110,000	0	0	110,000	0
* Capital Outlay		1,191,549	182,840	11,815	996,894	16
****	Common Area Maintenance	1,680,253	259,803	181,757	1,238,693	26

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Key West Bight						
KWB Parking						
405-7505-575-1200	Regular Salaries & Wages	25,821	0	25,540	281	99
405-7505-575-1400	Overtime	0	0	2,117	2,117-	0
405-7505-575-2100	FICA Taxes	1,975	0	2,116	141-	107
405-7505-575-2200	Retirement Contributions	2,324	0	1,242	1,082	53
405-7505-575-2300	Life & Health Insurance	8,524	0	4,583	3,941	54
405-7505-575-2400	Workers' Compensation	3,870	0	1,935	1,935	50
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*	Personal Services	42,514	0	37,533	4,981	88
405-7505-575-3400	Other Contractual Service	44,890	9,602	4,875	30,413	32
405-7505-575-4300	Utility Services	12,000	5,535	5,466	999	92
405-7505-575-4600	Repairs and Maintenance	15,500	0	0	15,500	0
405-7505-575-4900	Other Current Charges	40,000	0	32,646	7,354	82
405-7505-575-5200	Operating Supplies	5,000	0	0	5,000	0
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*	Operating Expenditures	117,390	15,137	42,987	59,266	50
405-7505-575-6300	Infrastructure	90,000	0	0	90,000	0
405-7505-575-6400	Machinery & Equipment	38,900	0	8,900	30,000	23
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*	Capital Outlay	128,900	0	8,900	120,000	7
****	KWB Parking	288,804	15,137	89,420	184,247	36

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Key West Bight						
Ferry Terminal						
405-7506-575-1200	Regular Salaries & Wages	61,394	0	32,234	29,160	53
405-7506-575-1400	Overtime	2,100	0	1,239	861	59
405-7506-575-2100	FICA Taxes	4,857	0	2,531	2,326	52
405-7506-575-2200	Retirement Contributions	5,714	0	2,945	2,769	52
405-7506-575-2300	Life & Health Insurance	24,505	0	13,177	11,328	54
405-7506-575-2400	Workers' Compensation	4,770	0	3,578	1,192	75
* Personal Services		103,340	0	55,704	47,636	54
405-7506-575-3400	Other Contractual Service	38,960	13,521	3,314	22,125	43
405-7506-575-4300	Utility Services	6,000	2,768	2,733	499	92
405-7506-575-4301	Cable and Satellite TV	4,600	0	1,931	2,669	42
405-7506-575-4302	Electricity	33,000	0	17,447	15,553	53
405-7506-575-4303	Wastewater	3,000	0	3,452	452-	115
405-7506-575-4304	Water	10,300	0	7,477	2,823	73
405-7506-575-4600	Repairs and Maintenance	15,500	13,015	1,601	884	94
405-7506-575-4900	Other Current Charges	1,100	369	81	650	41
405-7506-575-5100	Office Supplies	0	0	66	66-	0
405-7506-575-5200	Operating Supplies	4,500	21	2,917	1,562	65
405-7506-575-5201	Fuel	100,000	100,000	0	0	100
* Operating Expenditures		216,960	129,694	41,020	46,246	79
405-7506-575-6200	Buildings	96,000	0	0	96,000	0
405-7506-575-6300	Infrastructure	678,606	0	0	678,606	0
405-7506-575-6400	Machinery & Equipment	23,200	0	0	23,200	0
* Capital Outlay		797,806	0	0	797,806	0
****	Ferry Terminal	1,118,106	129,694	96,724	891,688	20
*****	Key West Bight	17,554,185	1,587,788	5,174,041	10,792,356	39

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Key West Bight Ferry Terminal		17,554,185	1,587,788	5,174,041	10,792,356	39