

City of Key West
Budget Preparation Worksheets
Fiscal Year 2022/2023

Fund: 401 Sewer Fund
Department: 0000 Revenue

Key	Object	Account Description	Category	FY 2019/2020 Actuals	FY 2020/2021 Actuals	FY 2021/2022 Adopted	FY 2021/2022 6 Mth Amnd	FY 2021/2022 6 Mth Actuals	FY 2022/2023 Dept Req	FY 2022/2023 CM Review
4010000	3313602	FEMA Grant		\$0	\$129,961	\$4,219,215	\$4,219,215	\$0	\$0	\$0
4010000	3343900	Other Physical Environmnt		\$437,667	\$0	\$1,600,000	\$1,600,000	\$0	\$0	\$425,000
MAYFIELD GRANT										\$425,000
InterGovernmental Revenue				\$437,667	\$129,961	\$5,819,215	\$5,819,215	\$0	\$0	\$425,000
4010000	3435100	Sewer Service Charges		\$118,945	\$110,131	\$100,000	\$100,000	\$15,006	\$100,000	\$100,000
4010000	3435101	FKAA Collections		\$10,254,093	\$10,847,628	\$11,004,427	\$11,004,427	\$5,198,154	\$10,200,000	\$11,650,230
4010000	3435200	Sewer Connection Fees		\$47,783	\$36,155	\$60,000	\$60,000	\$109,185	\$60,000	\$60,000
4010000	3435300	Sewer Penalties		(\$887)	(\$2,183)	\$0	\$0	(\$47)	\$0	\$0
4010000	3435400	Sewer Charges Navy		\$986,871	\$861,893	\$456,361	\$456,361	\$341,658	\$600,000	\$464,549
4010000	3435500	Navy Contributed Capital		\$0	\$0	\$776,274	\$776,274	\$0	\$1,830,457	\$448,250
Charges For Services				\$11,406,806	\$11,853,624	\$12,397,062	\$12,397,062	\$5,663,956	\$12,790,457	\$12,723,029
4010000	3610000	Interest Earnings		\$218,729	\$63,782	\$65,119	\$65,119	\$1,173	\$250,000	\$160,165
4010000	3690000	Other Misc Revenues		\$9,071	(\$6,139)	\$0	\$0	\$0	\$0	\$0
4010000	3696000	Refund Prior Year Expense		\$0	\$0	\$0	\$0	\$0	\$0	\$0
4010000	3699000	Proceeds/Subrogation		\$425,000	\$75,000	\$0	\$0	\$0	\$0	\$0
Misc Revenue				\$652,800	\$132,643	\$65,119	\$65,119	\$1,173	\$250,000	\$160,165
4010000	3814020	Stormwater Utility		(\$0)	\$1	\$158,312	\$158,312	\$0	\$158,312	\$158,312
4010000	3815020	Insurance Programs		\$0	\$292,969	\$0	\$0	\$0	\$0	\$0
4010000	3899006	Retained Earnings		\$0	\$0	\$6,511,936	\$6,576,613	\$0	\$0	\$7,917,240
Other Sources				(\$0)	\$292,969	\$6,670,248	\$6,734,925	\$0	\$158,312	\$8,075,552
Sewer Fund Revenue - Total				\$12,497,273	\$12,409,197	\$24,951,644	\$25,016,321	\$5,665,130	\$13,198,769	\$21,383,746

401 3501 SEWER FUND

TOTAL:

POSITION TITLE	AUTHORIZED BUDGET		POSITION TITLE	AUTHORIZED BUDGET	
	FY21/22	FY22/23		FY21/22	FY22/23
FULL TIME:			PART TIME:		
Administrative Assistant II	0.40	0.40			
Civil Engineer	0.40	0.40			
Contract & Permit Engineer	0.40	0.40			
Director - Utilities	0.40	0.40			
Project Manager	0.40	0.40			
Utility Administrator/GIS	0.40	0.40			
TOTAL FULL TIME:	2.40	2.40	TOTAL PART TIME:	-	-

401 3503 SEWER FUND

TOTAL:

POSITION TITLE	AUTHORIZED BUDGET		POSITION TITLE	AUTHORIZED BUDGET	
	FY21/22	FY22/23		FY21/22	FY22/23
FULL TIME:			PART TIME:		
Project Manager	1.00	1.00			
TOTAL FULL TIME:			TOTAL PART TIME:		
	1.00	1.00		-	-

SALARY BUDGET
FY 22/23 POSITION CONTROL

FY 22/23 POSITION CONTROL											SS Cap (does not incl Med) 147,000 FY2022		7.65%		\$16,014		PY \$14,798					
COST CENTER/ POSITION TITLE			GRD/ STEP	FY 21/22 Apprvd FTEs	FY 22/23 Proposed FTEs	Health Insurance FTEs	PART TIME	CTRCT COUNT	TEMP COUNT	Notes	Change in FTEs	Annual Salary	12 FY 22/23 Salary	12 Longevity	14 Over time	15 Special Pay	21 FICA Medicare	22 Retire Contrib	23 Health Life Ins	TOTAL		
401 SEWER FUND																						
GENERAL ADMINISTRATION 3501																						
ADMINISTRATIVE ASSISTANT II			G	109	0.40	0.40	0.40					16,126	16,932					1,355				
CIVIL ENGINEER			N	135	0.40	0.40	0.40					34,776	36,515					2,921				
CONTRACT & PERMIT ENGINEER			N	133	0.40	0.40	0.40					38,004	39,904					3,192				
DIRECTOR-UTILITIES			U	140	0.40	0.40	0.40					48,000	50,400			360		4,032				
PROJECT MANAGER			N	126	0.40	0.40	0.40					26,649	27,981					2,238				
UTILITY ADMINISTRATOR/GIS			N	122	0.40	0.40	0.40					30,757	32,295					2,584				
					2.40	2.40	2.40	0.00	0.00	0.00		194,311	204,027	0	0	360	15,636	16,322	38,433	274,777		
RENEWAL AND REPLACEMENT 3503																						
PROJECT MANAGER			N	126	1.00	1.00	1.00					70,602	74,132			360		5,931				
					1.00	1.00	1.00	0.00	0.00	0.00		70,602	74,132	0	0	360	5,699	5,931	16,014	102,135		
					3.40	3.40	3.40	0.00	0.00	0.00	0.00	264,913	278,159	0	0	720	21,334	22,253	54,446	376,912		
												Base	Taxes	Pension								
												2% Merit Inc	5,563	426	445	6,434	Merit Contingency					

City of Key West
Budget Preparation Worksheets
Fiscal Year 2022/2023

Fund: 401 Sewer Fund

Department: 3501 General Administration

Key	Object	Account Description	Category	FY 2019/2020 Actuals	FY 2020/2021 Actuals	FY 2021/2022 Adopted	FY 2021/2022 6 Mth Amnd	FY 2021/2022 6 Mth Actuals	FY 2022/2023 Dept Req	FY 2022/2023 CM Review
4013501	5351200	Regular Salaries & Wages		\$78,012	\$107,553	\$132,539	\$132,539	\$64,608	\$204,027	\$204,027
4013501	5351400	Overtime		\$0	\$381	\$0	\$0	\$0	\$0	\$0
4013501	5351500	Special Pay		\$360	\$360	\$360	\$360	\$180	\$360	\$360
4013501	5352100	FICA Taxes		\$6,175	\$7,048	\$10,167	\$10,167	\$4,718	\$15,636	\$15,636
4013501	5352200	Retirement Contributions		\$46,412	\$9,649	\$8,567	\$8,567	\$4,759	\$16,322	\$16,322
4013501	5352300	Life & Health Insurance		\$18,514	\$23,979	\$23,676	\$23,676	\$10,035	\$38,433	\$38,433
4013501	5352400	Workers Compensation		\$8,000	\$8,000	\$8,000	\$8,000	\$4,000	\$0	\$8,200
Personnel Services				\$157,473	\$156,970	\$183,309	\$183,309	\$88,299	\$274,778	\$282,978
4013501	5353100	Professional Services		\$23,675	\$33,195	\$203,000	\$204,650	\$0	\$100,000	\$50,000
		MISCELLANEOUS STUDIES								\$20,000
		RATE STUDY SEWER PROJECTS								\$24,000
		WWTP OPERATING PERMIT								\$6,000
4013501	5353200	Accounting & Auditing		\$17,160	\$16,250	\$18,540	\$18,540	\$2,595	\$15,992	\$15,992
		SHARE OF ANNUAL CITY AUDIT								\$15,992
4013501	5353400	Other Contractual Service		\$205,435	\$191,751	\$295,000	\$295,000	\$17,819	\$305,000	\$305,000
		FKAA INTERLOCAL UTILITY BILLING AGREEMENT								\$305,000
4013501	5354000	Travel & Per Diem		\$11	\$21	\$0	\$0	\$0	\$2,500	\$2,500
4013501	5354100	Communications/Postage		\$10	\$0	\$400	\$400	\$0	\$400	\$400
4013501	5354400	Rentals & Leases		\$220	\$1,007	\$1,950	\$1,950	\$637	\$2,000	\$2,000
		COPIER/SCANNER (COST SPLIT BETWEEN 401 AND 403)								\$2,000
4013501	5354500	Insurance		\$147,453	\$147,453	\$148,000	\$148,000	\$74,000	\$150,000	\$150,000
		GENERAL LIABILITY ALLOCATED								\$150,000
4013501	5354600	Repairs and Maintenance		\$0	\$0	\$0	\$11,200	\$11,000	\$0	\$11,500
		ESRI LICENSE								\$11,500
4013501	5354700	Printing & Binding		\$10	\$0	\$0	\$0	\$0	\$250	\$250

City of Key West
Budget Preparation Worksheets
Fiscal Year 2022/2023

Fund: 401 Sewer Fund

Department: 3501 General Administration

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4013501	5354900	Other Current Charges		\$277	\$75	\$1,000	\$1,000	\$0	\$0	\$0
4013501	5355100	Office Supplies		\$126	\$108	\$300	\$300	\$114	\$200	\$200
4013501	5355200	Operating Supplies		\$0	\$0	\$0	\$250	\$226	\$0	\$0
4013501	5355400	Books-Subscrip-Membership		\$258	\$203	\$1,000	\$1,000	\$203	\$500	\$500
		WEFTEC MEMBERSHIP								\$500
4013501	5355500	Training		\$0	\$20	\$2,000	\$1,750	\$0	\$2,500	\$2,500
4013501	5355701	Bad Debt		\$4,139	\$25,844	\$0	\$0	\$6,902	\$0	\$0
Operating Expenditures				\$398,773	\$415,927	\$671,190	\$684,040	\$113,497	\$579,342	\$540,842
4013501	5356400	Machinery & Equipment		\$0	\$0	\$0	\$0	\$0	\$45,000	\$0
4013501	5356500	Construction In Progress		\$0	\$0	\$0	\$148,452	\$0	\$0	\$0
Capital Outlay				\$0	\$0	\$0	\$148,452	\$0	\$45,000	\$0
4013501	5357100	Debt Service-Principal		\$0	\$1	\$2,226,297	\$2,226,297	\$2,226,296	\$2,360,442	\$1,628,447
		SEWER REVENUE BONDS SERIES 2013								\$1,628,447
4013501	5357200	Debt Service-Interest		\$347,547	\$286,328	\$250,482	\$250,482	\$139,561	\$600,011	\$158,118
		SEWER REVENUE BONDS SERIES 2013								\$158,118
4013501	5357300	Other Debt Service Costs		\$35,334	\$30,671	\$0	\$0	\$0	\$0	\$0
Debt Service				\$382,881	\$316,999	\$2,476,779	\$2,476,779	\$2,365,857	\$2,960,453	\$1,786,565
4013501	5359100	Transfers		\$794,919	\$787,671	\$922,009	\$922,009	\$490,077	\$800,000	\$875,514
		TRANSFER TO GENERAL FUND FOR INDIRECT COSTS FY23								\$875,514
Transfers				\$794,919	\$787,671	\$922,009	\$922,009	\$490,077	\$800,000	\$875,514
4013501	5359803	Operating		\$0	\$0	\$1,977,308	\$1,828,856	\$0	\$0	\$2,060,693
4013501	5359804	Salary Contingency		\$0	\$0	\$80,811	\$80,811	\$0	\$0	\$6,434

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Fiscal Year 2022/2023

Fund: 401 Sewer Fund

Department: 3501 General Administration

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		RESERVE FOR MERIT INCREASES								\$6,434
4013501	5359900	Other Uses		\$0	\$0	\$6,919,235	\$6,858,135	\$0	\$0	\$6,098,718
Reserves				\$0	\$0	\$8,977,354	\$8,767,802	\$0	\$0	\$8,165,845
General Administration - Total				\$1,734,046	\$1,677,566	\$13,230,641	\$13,182,391	\$3,057,729	\$4,659,573	\$11,651,744

Fund: 401 Sewer Fund
Department: 3503 Renewal and Replacement

[illegible]

City of Key West
Budget Preparation Worksheets
Fiscal Year 2022/2023

Fund: 401 Sewer Fund
Department: 3503 Renewal and Replacement

Key	Object	Account Description	Category	FY 2019/2020 Actuals	FY 2020/2021 Actuals	FY 2021/2022 Adopted	FY 2021/2022 6 Mth Amnd	FY 2021/2022 6 Mth Actuals	FY 2022/2023 Dept Req	FY 2022/2023 CM Review
		NEW CIP - PUMP STATION R UPGRADES								\$500,000
		NEW CIP - SANITARY SEWER MASTER PLAN								\$350,000
		NEW CIP - UV SYSTEM UPGRADES								\$300,000
Capital Outlay				\$0	\$0	\$2,490,944	\$2,577,844	\$388,595	\$575,000	\$1,750,000
Renewal and Replacement - Total				\$402,329	\$644,075	\$3,010,281	\$3,097,181	\$537,099	\$1,597,136	\$2,049,636

Fund: 401 Sewer Fund
Department: 3504 Treatment Plant Operation

[illegible]

City of Key West
Budget Preparation Worksheets
Fiscal Year 2022/2023

Fund: 401 Sewer Fund
 Department: 3504 Treatment Plant Operation

Key	Object	Account Description	Category	FY 2019/2020 Actuals	FY 2020/2021 Actuals	FY 2021/2022 Adopted	FY 2021/2022 6 Mth Amnd	FY 2021/2022 6 Mth Actuals	FY 2022/2023 Dept Req	FY 2022/2023 CM Review
		NEW CIP - CLARIFIER PERMANENT REPAIR								\$300,000
		NEW CIP - DEEP WELL VALVE REPLACEMENT								\$200,000
Capital Outlay				\$0	\$0	\$3,120,000	\$3,120,000	\$383,688	\$14,424,350	\$1,345,000
Treatment Plant Operation - Total				\$5,885,464	\$5,368,900	\$8,710,722	\$8,736,749	\$3,170,845	\$20,241,914	\$7,582,366
Sewer Fund Expenditures - Total				\$8,021,838	\$7,691,247	\$24,951,644	\$25,016,321	\$6,765,673	\$26,501,171	\$21,283,746

FY 2022-23 Carry Forward
Fund 401

FUND	PROJECT	DESCRIPTION	PTD BUDGET	Exp. To Date	Project Balance	Grant Funding	Navy Funding	PTD BALANCE
				PTD TOTAL				
401	SE35031801	Aeration Basin Blower	\$ 2,038,950	\$ 351,231	\$ 1,687,719		\$ 401,233	\$ 1,286,485
401	SE35031802	Bidirectional Bore	\$ 8,465,212	\$ 326,700	\$ 8,138,512	\$ 5,344,504	\$ 642,639	\$ 2,151,369
401	SE35032201	Odor Control PSD	\$ 100,000	\$ -	\$ 100,000		\$ 7,000	\$ 93,000
401	SE35032202	Pump Station D Generator	\$ 300,000	\$ -	\$ 300,000		\$ 21,000	\$ 279,000
401	SE35032202	Pump Station Rehab Phase 4	\$ 200,000	\$ -	\$ 200,000		\$ 14,000	\$ 186,000
401	SE35041902	Third Effluent Pump	\$ 1,698,850	\$ 1,601,603	\$ 97,247		\$ 63,888	\$ 33,359
401	SE35042002	Switch Gear Upgrades	\$ 2,739,650	\$ 406,422	\$ 2,333,228		\$ 544,602	\$ 1,788,626
401	SE35042003	Structure Anoxic	\$ 150,000	\$ 18,960	\$ 131,040		\$ 30,139	\$ 100,901
401	SE35042004	Ferric Tank Replacement	\$ 263,000	\$ 17,527	\$ 245,473		\$ 56,972	\$ 188,501
401	SE35042006	Solids Dewatering	\$ 3,100,000	\$ 98,334	\$ 3,001,667	\$ 1,600,000	\$ 698,189	\$ 703,477
401	SE35042101	SCADA Upgrades	\$ 100,000	\$ 28,472	\$ 71,528		\$ 16,451	\$ 55,076
401	SE35042102	RAS WAS Pump Replacement	\$ 1,592,850	\$ 91,094	\$ 1,501,756		\$ 348,329	\$ 1,153,427
401	SE35042103	Compost Facility	\$ 300,000	\$ 70,088	\$ 229,912		\$ 58,153	\$ 171,759
401	SE35042201	Building Renovations	\$ 470,000	\$ -	\$ 470,000		\$ 108,100	\$ 361,900
401	SE35042202	24 & 18 RAS Valves	\$ 200,000	\$ -	\$ 200,000		\$ 46,000	\$ 154,000

\$ 8,706,880

\$ 13,710,616 Claim on Cash - 05/27/2022

\$ 367,215 Impact Fees

\$ 5,370,951 Cash - After CIP

\$ 5,292,543 Remaining Revenue FY22

\$ (716,724) Remaining Expenditures - 3801

\$ (479,538) Remaining Expenditures - 3803

\$ (1,549,992) Remaining Expenditures - 3804

\$ 7,917,240 FY 22-23 Carry Forward