

City of Key West
Annual Budget
Fiscal Year 2024/2025

Fund: 120 Community Development Fund
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 2024/2025 6 Mth Actuals	FY 2024/2025 Dept Req	FY 2024/2025 CM Review	FY 2024/2025 CC Adopted
1200000	3316900	Other Human Services		\$0	\$543,345	\$506,521	\$506,521	\$0	\$506,521	\$506,521	\$506,521
InterGovernmental Revenue				\$0	\$543,345	\$506,521	\$506,521	\$0	\$506,521	\$506,521	\$506,521
1200000	3610000	Interest Earnings		\$0	\$12,204	\$0	\$0	\$0	\$20,000	\$20,000	\$20,000
Misc Revenue				\$0	\$12,204	\$0	\$0	\$0	\$20,000	\$20,000	\$20,000
1200000	3810100	General		\$0	\$0	\$0	\$0	\$0	\$0	\$207,883	\$0
1200000	3811040	Affordable Housing		\$0	\$0	\$139,217	\$389,217	\$250,000	\$0	\$360,000	\$360,000
TRANSFER IN FOR HOMEBUYERS ASSISTANCE PROGRAM											\$360,000
1200000	3899001	Fund Balance		\$0	\$0	\$0	\$0	\$0	\$0	\$492,128	\$675,858
CASH CARRY FORWARD											\$230,458
DOWN PAYMENT ASSISTANCE PROGRAM											\$200,000
MOVE IN ASSISTANCE PROGRAM											\$245,400
Other Sources				\$0	\$0	\$139,217	\$389,217	\$250,000	\$0	\$1,060,011	\$1,035,858
Community Development Fund Revenue - Total				\$0	\$555,549	\$645,738	\$895,738	\$250,000	\$526,521	\$1,586,532	\$1,562,379

City of Key West
FY 24/25 BUDGET
Personnel Allocation

AUTHORIZED BUDGET	
FY23/24	FY24/25
1.00	1.00

TOTAL:

POSITION TITLE	AUTHORIZED BUDGET		POSITION TITLE	AUTHORIZED BUDGET	
	FY23/24	FY24/25		FY23/24	FY24/25
FULL TIME:			PART TIME:		
Housing & Community Dev Director	1.00	1.00			
TOTAL FULL TIME:	1.00	1.00	TOTAL PART TIME:	-	-

City of Key West
Annual Budget
Fiscal Year 2024/2025

Fund: 120 Community Development Fund
Department: 5401 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 2024/2025 6 Mth Actuals	FY 2024/2025 Dept Req	FY 2024/2025 CM Review	FY 2024/2025 CC Adopted
1205401	5541200	Regular Salaries & Wages		\$0	\$62,756	\$105,000	\$105,000	\$48,462	\$112,455	\$112,455	\$112,455
1205401	5541500	Special Pay		\$0	\$0	\$4,200	\$4,200	\$2,100	\$4,200	\$4,200	\$4,200
1205401	5542100	FICA		\$0	\$0	\$8,354	\$8,354	\$3,843	\$8,924	\$8,924	\$8,924
1205401	5542200	Retirement Contributions		\$0	\$0	\$8,400	\$8,400	\$3,877	\$8,996	\$8,996	\$11,246
1205401	5542300	Life & Health Insurance		\$0	\$47,987	\$17,491	\$17,491	\$7,702	\$17,713	\$17,713	\$17,713
Personnel Services				\$0	\$110,743	\$143,445	\$143,445	\$65,983	\$152,288	\$152,288	\$154,538
1205401	5543100	Professional Services		\$0	\$0	\$0	\$150,333	\$150,333	\$0	\$0	\$0
1205401	5543200	Accounting & Auditing		\$0	\$6,600	\$0	\$0	\$0	\$402	\$402	\$402
SHARE OF ANNUAL CITY AUDIT											\$402
1205401	5544000	Travel & Per Diem		\$0	\$0	\$2,000	\$2,000	\$0	\$2,000	\$2,000	\$2,000
TRAVEL TO FLORIDA HOUSING COALITION CONFERENCE											\$2,000
1205401	5544100	Communications/Postage		\$0	\$512	\$0	\$0	\$0	\$1,500	\$1,500	\$1,500
CERTIFIED MAIL											\$1,500
1205401	5544400	Rentals & Leases		\$0	\$11,401	\$1,000	\$1,000	\$0	\$0	\$1,000	\$1,000
PRINTER LEASE											\$1,000
1205401	5544700	Printing & Binding		\$0	\$0	\$626	\$626	\$0	\$626	\$626	\$626
1205401	5544900	Other Current Charges		\$0	(\$953)	\$912	\$912	\$0	\$912	\$912	\$912
LEGAL NOTICES FOR MEETINGS											\$912
1205401	5545100	Office Supplies		\$0	\$241	\$2,500	\$2,500	\$286	\$2,500	\$2,500	\$2,500
1205401	5545400	Books-Subscrip-Membership		\$0	\$0	\$1,000	\$1,000	\$0	\$9,000	\$8,000	\$8,000
HOUSING SOFTWARE SUBSCRIPTION											\$8,000
1205401	5545500	Training		\$0	\$0	\$500	\$500	\$0	\$605	\$605	\$605
FLORIDA HOUSING COALITION CONFERENCE REGISTRATION											\$605
Operating Expenditures				\$0	\$17,802	\$8,538	\$158,871	\$150,619	\$17,545	\$17,545	\$17,545

City of Key West
Annual Budget
Fiscal Year 2024/2025

Fund: 120 Community Development Fund
Department: 5401 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 2024/2025 6 Mth Actuals	FY 2024/2025 Dept Req	FY 2024/2025 CM Review	FY 2024/2025 CC Adopted
1205401	5548200	Aid to Pvt. Organizations		\$0	\$529,247	\$491,326	\$491,326	\$285,357	\$618,089	\$491,326	\$491,326
		HOPWA PAYMENTS									\$491,326
1205401	5548300	Other Grants & Aids		\$0	\$0	\$0	\$0	\$3,500	\$0	\$0	\$0
Grants and Aid				\$0	\$529,247	\$491,326	\$491,326	\$288,857	\$618,089	\$491,326	\$491,326
1205401	5549100	Transfers		\$0	\$0	\$0	\$0	\$0	\$11,162	\$11,162	\$11,162
		TRANSFER TO GENERAL FUND FOR INDIRECT COSTS FY25									\$11,162
Transfers				\$0	\$0	\$0	\$0	\$0	\$11,162	\$11,162	\$11,162
1205401	5549803	Operating		\$0	\$0	\$0	\$99,667	\$0	\$0	\$836,638	\$808,469
		DOWN PAYMENT ASSISTANCE PROGRAM									\$560,000
		MOVE IN ASSISTANCE PROGRAM									\$245,400
		OPERATING RESERVE									\$3,069
1205401	5549804	Salary Contingency		\$0	\$0	\$2,429	\$2,429	\$0	\$77,573	\$77,573	\$79,339
		RESERVE FOR MERIT INCREASES									\$2,646
		RESERVE FOR NEW POSITION									\$76,693
Reserves				\$0	\$0	\$2,429	\$102,096	\$0	\$77,573	\$914,211	\$887,808
Community Development Fund Expenditures - Total				\$0	\$657,792	\$645,738	\$895,738	\$505,460	\$876,657	\$1,586,532	\$1,562,379

SALARY BUDGET
FY 24/25 POSITION CONTROL

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	
120 COMMUNITY DEVELOPMENT OFFICE																			
COMMUNITY DEV PROGRAM DIRECTOR	136	1.00	1.00	1.00						107,100	112,455			4,200		11,246			
		1.00	1.00	1.00	0.00	0.00	0.00		0.00	107,100	112,455	0	0	4,200	8,924	11,246	17,713	154,538	
										2% Merit Inc	Base 2,249	Taxes 172	Pension 225	2,646	Merit Contingency				

FY 2024-2025 Carry Forward
Fund 120 CDO
Updated - August 22, 2024

FUND	PROJECT	DESCRIPTION	PTD BUDGET	Exp. To Date PTD TOTAL	ENCUMBRANCES	PTD BALANCE	Committed Project Amt
							\$ -
							\$ 515,024 HOPWA Account
							\$ 10,945 Mayor's Revolving Loan
							\$ 286,294 Operating Account
							\$ 250,271 Move In Assistance Loan
							\$ (430,341) Claim On Cash
							\$ 632,193 Available Fund Balance
							<u>\$ 632,193 Available Fund Balance - After CIP</u>
							\$ 142,796 HOPWA Allocations
							\$ 5,000 Interest for FY24
							\$ (92,665) HOPWA Payments
							\$ (10,466) Remaining Salaries for FY24
							\$ (1,000) Operating Expenditures Remaining FY24
							<div>\$ 675,858</div> FY 24-25 Carry Forward