

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

Fund: 413 Garrison Bight
 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
4130000	3291000	CC Admin Fees		\$0	\$30,138	\$49,000	\$49,000	\$21,873	\$45,000	\$49,000
Permits Fees & Special Assessm				\$0	\$30,138	\$49,000	\$49,000	\$21,873	\$45,000	\$49,000
4130000	3315001	FEMA Grant/Reimbursement		\$991,965	\$670,462	\$0	\$0	\$0	\$0	\$0
4130000	3319000	Other Federal Grants		\$29,663	\$49,995	\$0	\$0	\$12,656	\$0	\$0
4130000	3345001	FEMA Grant/Reimb		\$55,109	\$37,248	\$0	\$0	\$0	\$0	\$0
4130000	3349000	Other State Grants		\$0	\$0	\$94,868	\$94,868	\$0	\$33,300	\$33,300
CLEAN VESSEL ACT GRANT										\$33,300
4130000	3376100	Human Services		\$0	\$223	\$0	\$0	\$0	\$0	\$0
4130000	3377001	TDC Grant		\$44,430	\$0	\$0	\$0	\$0	\$0	\$0
4130000	3379000	Other Grants		\$30,000	\$0	\$15,500	\$15,500	\$0	\$22,000	\$22,000
BOATER IMPROVEMENT FUND (BIF)										\$22,000
InterGovernmental Revenue				\$1,151,167	\$757,928	\$110,368	\$110,368	\$12,656	\$55,300	\$55,300
4130000	3419500	Returned Check Charges		\$42	\$50	\$0	\$0	\$81	\$0	\$0
4130000	3445000	Parking		\$52,861	\$52,164	\$50,000	\$50,000	\$16,508	\$45,000	\$45,000
4130000	3475100	Dockage-Transient		\$380,249	\$696,699	\$525,000	\$525,000	\$386,913	\$750,000	\$750,000
4130000	3475211	Marina Tenant Utilities		\$72,805	\$77,153	\$85,000	\$85,000	\$43,310	\$87,000	\$87,000
4130000	3475400	Dockage-Charter		\$245,630	\$342,354	\$356,840	\$356,840	\$186,630	\$392,950	\$392,950
ANGELFISH PIER REVENUE										\$36,700
CHARTERBOAT DOCKAGE - REGULAR ANNUAL RENT										\$352,300
DEFERMENT PAYMENTS - OCTOBER THROUGH DECEMBER										\$3,950
4130000	3475500	Dockage-Recreational		\$154,633	\$155,193	\$160,000	\$160,000	\$94,933	\$203,000	\$203,000
4130000	3475600	Dockage-Liveaboard		\$807,369	\$802,457	\$810,000	\$810,000	\$419,392	\$916,500	\$916,500
4130000	3475700	Dockage-Commercial		\$17,478	\$27,050	\$28,528	\$28,528	\$14,135	\$27,563	\$27,563
COMMERCIAL ANNUAL DOCKAGE										\$27,044
DEFERMENT PAYMENTS - OCTOBER THROUGH DECEMBER										\$519
4130000	3475800	Penalties		\$2,088	\$3,713	\$4,000	\$4,000	\$4,323	\$5,000	\$5,000
4130000	3475900	Ramp Fees		\$43,635	\$41,218	\$40,000	\$40,000	\$16,462	\$40,000	\$40,000

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4130000	3476001	Pumpout		\$0	\$131,123	\$0	\$0	\$63,131	\$0	\$0
4130000	3477002	Mooring		\$446,639	\$516,874	\$465,000	\$465,000	\$284,057	\$465,000	\$465,000
Charges For Services				\$2,223,428	\$2,846,048	\$2,524,368	\$2,524,368	\$1,529,875	\$2,932,013	\$2,932,013
4130000	3510300	Parking Fine		\$283	\$803	\$500	\$500	\$526	\$1,000	\$1,000
Fines & Forfeitures				\$283	\$803	\$500	\$500	\$526	\$1,000	\$1,000
4130000	3610000	Interest Earnings		\$4,551	\$990	\$0	\$0	\$212	\$0	\$0
4130000	3622900	Submerged Land Leases		\$59,914	\$98,493	\$110,565	\$110,565	\$52,204	\$127,330	\$127,330
EISENHOWER PROPERTIES, ANGEL FISH PIER, A1 BOATYARD AND OTHER CITY MARINA SUBMERGED LAND LEASES										
\$127,330										
4130000	3625600	Deferment Revenue		\$38,438	(\$16,015)	\$0	\$0	(\$22,423)	\$0	\$0
4130000	3690000	Other Misc Revenues		\$103,776	\$115,268	\$65,000	\$70,300	\$42,338	\$75,000	\$75,000
VENDING REVENUE (LAUNDRY) AND TENANT UTILITIES										
\$75,000										
4130000	3699700	Misc Sales Taxable		\$9,931	\$14,303	\$10,000	\$10,000	\$10,419	\$20,000	\$20,000
REVENUE SOURCE - ICE SALES, SHOWER										
\$20,000										
4130000	3699800	Non-Taxable		\$4,141	\$885	\$0	\$0	\$291	\$0	\$0
4130000	3699801	Transfer Fees		\$59,980	\$90,060	\$80,000	\$80,000	\$41,240	\$80,000	\$80,000
Misc Revenue				\$280,730	\$303,985	\$265,565	\$270,865	\$124,281	\$302,330	\$302,330
4130000	3815020	Insurance Programs		\$0	\$81,344	\$0	\$0	\$0	\$0	\$0
4130000	3899110	Project Cryfwrđ Reserve		\$0	\$0	\$1,589,117	\$1,597,763	\$0	\$0	\$2,769,102
Other Sources				\$0	\$81,344	\$1,589,117	\$1,597,763	\$0	\$0	\$2,769,102
Garrison Bight Revenue - Total				\$3,655,608	\$4,020,246	\$4,538,918	\$4,552,864	\$1,689,212	\$3,335,643	\$6,108,745

City of Key West
 FY 22/23 BUDGET
 Personnel Allocation

AUTHORIZED BUDGET	
FY21/22	FY22/23
8.00	8.00

413 7551 MARINA OPERATIONS

TOTAL:

POSITION TITLE	AUTHORIZED BUDGET		POSITION TITLE	AUTHORIZED BUDGET	
	FY21/22	FY22/23		FY21/22	FY22/23
FULL TIME:			PART TIME:		
Dockmaster	2.00	2.00			
Maintenance Tech II	2.00	2.00			
Maintenance/Janitor II	1.00	1.00			
Marina Supervisor	1.00	1.00			
Port Janitor II	1.00	1.00			
Tenant Coordinator	0.50	0.50			
Coordinator III	0.50	0.50			
TOTAL FULL TIME:	8.00	8.00	TOTAL PART TIME:	-	-

**SALARY BUDGET
FY 22/23 POSITION CONTROL**

SS Cap (does not incl Med)
147,000 FY2022

7.65%

\$16,014 PY \$14,798

<u>COST CENTER/ POSITION TITLE</u>	<u>GRD/ STEP</u>	<u>FY 21/22 Apprvd FTEs</u>	<u>FY 22/23 Proposed FTEs</u>	<u>Health Insurance FTEs</u>	<u>PART TIME</u>	<u>CTRCT COUNT</u>	<u>TEMP COUNT</u>	<u>Notes</u>	<u>Change in FTEs</u>	<u>Annual Salary</u>	<u>12 FY 22/23 Salary</u>	<u>12 Longevity</u>	<u>14 Over time</u>	<u>15 Special Pay</u>	<u>21 FICA Medicare</u>	<u>22 Retire Contrib</u>	<u>23 Health Life Ins</u>	<u>TOTAL</u>
413 GARRISON BIGHT FUND																		
OPERATIONS 7551																		
COORDINATOR III	G 116	0.50	0.50	0.50						27,561	28,939					2,315		
DOCK MASTER	G 109	1.00	1.00	1.00						41,058	43,111					3,449		
DOCK MASTER	G 109	1.00	1.00	1.00						40,314	42,330					3,386		
JANITOR II	G 102	1.00	1.00	1.00						34,105	35,810					2,865		
MAINTENANCE TECH II	G 112	1.00	1.00	1.00						44,308	46,523					3,722		
MAINTENANCE TECH II	G 112	1.00	1.00	1.00						44,197	46,407					3,713		
MAINTENANCE/JANITOR II	G 103	1.00	1.00	1.00						33,758	35,446					2,836		
MARINA SUPERVISOR	G 117	1.00	1.00	1.00						51,064	53,617			480		4,289		
TENANT COORDINATOR	G 117	0.50	0.50	0.50						29,415	30,885					2,471		
		8.00	8.00	8.00	0.00	0.00	0.00			345,779	363,068	0	10,000	480	28,576	29,845	128,109	560,078
GENERAL ADMINISTRATION 7552																		
FACILITIES MANAGER	N 125	0.50	0.50	0.50						32,344	33,961			240		2,717		
SECURITY SYSTEM TECHNICIAN	N 124	0.25	0.25	0.25						15,704	16,489			90		1,319		
		0.75	0.75	0.75	0.00	0.00	0.00			15,704	50,450	0	0	330	3,885	4,036	12,010	70,711
MOORING FIELD PROJECT 7554																		
FACILITIES MAINTENANCE TECH II	G 116	1.00	1.00	1.00						54,132	56,839					4,547		
FOREMAN	G 120	1.00	1.00	1.00						55,806	58,596			360		4,688		
MAINTENANCE TECH II	G 112	1.00	1.00	1.00						44,052	46,255					3,700		
MAINTENANCE TECH II	G 112	1.00	1.00	1.00						44,448	46,670					3,734		
MOORING FIELD DOCK MASTER	G 112	1.00	1.00	1.00						44,939	47,186					3,775		
		5.00	5.00	5.00	0.00	0.00	0.00			243,377	255,546	0	10,000	360	20,342	21,244	80,068	387,559
		13.75	13.75	13.75	0.00	0.00	0.00		0.00	604,860	669,064	0	20,000	1,170	52,803	55,125	220,187	1,018,349

2% Merit Inc **Base** 13,381 **Taxes** 1,024 **Pension** 1,071 **15,475 Merit Contingency**

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

Fund: 413 Garrison Bight

Department: 7551 Marina Operations

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
		TWO UTILITY VEHICLES								\$26,000
		TWO WASHERS								\$5,000
		VAN (JANITOR)								\$30,000
Capital Outlay				\$0	\$41,792	\$443,050	\$443,370	\$166,947	\$1,919,000	\$1,719,000
Marina Operations - Total				\$936,820	\$888,147	\$1,453,843	\$1,487,889	\$598,732	\$3,073,848	\$2,967,948

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

Fund: 413 Garrison Bight
 Department: 7552 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
4137552	5754900	Other Current Charges		\$49,084	\$58,092	\$53,000	\$53,000	\$24,131	\$53,000	\$53,000
		CREDIT CARD FEES								\$49,000
		LEGAL NOTICES AND EMPLOYMENT ADS								\$4,000
4137552	5755100	Office Supplies		\$144	\$415	\$2,500	\$2,500	\$310	\$2,500	\$2,500
		MISC OFFICE SUPPLIES								\$1,000
		SECURITY KEY CARDS								\$1,500
4137552	5755200	Operating Supplies		\$4,618	\$3,732	\$6,025	\$6,025	\$3,234	\$8,675	\$8,675
		JANITORIAL SUPPLIES								\$3,500
		SAFETY SHOES FOR STAFF								\$875
		UNIFORM FOR STAFF (SHIRTS)								\$3,500
		WATER								\$800
4137552	5755700	Other Expenses		\$0	\$2,135	\$0	\$0	\$0	\$0	\$0
Operating Expenditures				\$102,614	\$130,054	\$120,201	\$120,201	\$55,023	\$129,361	\$129,734
4137552	5759100	Transfers		\$360,407	\$391,695	\$445,204	\$445,204	\$222,602	\$445,204	\$518,172
		TRANSFER TO GENERAL FUND FOR INDIRECT COSTS FY23								\$518,172
Transfers				\$360,407	\$391,695	\$445,204	\$445,204	\$222,602	\$445,204	\$518,172
4137552	5759803	Operating		\$0	\$0	\$1,783,103	\$1,763,003	\$0	\$0	\$1,395,545
4137552	5759804	Salary Contingency		\$0	\$0	(\$776)	(\$776)	\$0	\$15,475	\$15,475
		RESERVE FOR MERIT INCREASES								\$15,475
Reserves				\$0	\$0	\$1,782,327	\$1,762,227	\$0	\$15,475	\$1,411,020
General Administration - Total				\$496,166	\$591,089	\$2,404,267	\$2,384,167	\$295,213	\$660,751	\$2,129,637

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

Fund: 413 Garrison Bight
 Department: 7554 Mooring Fields

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
		GB75542202 - DINGHY DOCK / BATHHOUSE DOOR REPLACEMENT (CARRY FORWARD \$62,500)								\$0
4137554	5756400	Machinery & Equipment		\$0	\$0	\$8,000	\$8,320	\$4,384	\$112,000	\$112,000
		MAINTENANCE BOAT MOORING FIELD (COST SPLIT BETWEEN KWB AND GB)								\$30,000
		OUTBOARD MOTOR (PUMP OUT BOAT)								\$17,000
		PRESSURE WASHER								\$4,000
		TRUCK - FORD F-250								\$50,000
		TWO DRYERS								\$6,000
		TWO WASHERS								\$5,000
Capital Outlay				\$0	\$0	\$85,500	\$85,820	\$4,384	\$319,500	\$319,500
Mooring Fields - Total				\$398,505	\$390,047	\$680,808	\$680,808	\$188,883	\$1,009,120	\$1,011,160
Garrison Bight Expenditures - Total				\$1,831,490	\$1,869,283	\$4,538,918	\$4,552,864	\$1,082,828	\$4,801,212	\$6,108,745

City Marina Cash Carryforward FY 2022-2023
Date Cash Flow Prepared: July 15, 2022

FUND	PROJECT	DESCRIPTION	BUDGETED or ACTUAL	EXPENSE TO DATE	REMAINING NEEDED	REVENUE GRANTS	PROJECT BALANCE
						GRANTS	NEEDED LESS GRANT
413	GB75511701	Seawall Permitting & Design	\$ 170,000	\$ 56,300	\$ 113,700	\$ -	\$ 113,700
413	GB75512003	Tarpon Finger Piers	\$ 339,109	\$ 310,963	\$ 28,146		\$ 28,146
413	GB75512201	Angelfish Seawall Assessment	\$ 130,000	\$ -	\$ 130,000	\$ -	\$ 130,000
413	GB75512202	Wahoo Pier Pedestals	\$ 31,000	\$ -	\$ 31,000	\$ -	\$ 31,000
413	GB75542201	Dinghy/Angelfish Lot & Trash	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ 15,000
413	GB75542202	Dinghy Dock/ Bathhouse Door	\$ 62,500	\$ -	\$ 62,500	\$ -	\$ 62,500
413							
413							
413							\$ -

		Totals	
		Cash Bal @ July 15	\$ 3,156,616
		Projects \$\$ Committed	\$ (380,346)
		Revenue Bal. of FY 20-21	\$ 710,171
		Payroll Bal. of FY 20-21	\$ (173,408)
		Exp. Bal. of FY 20-21	\$ (543,932)
			<u>\$ 2,769,102</u>
			Cash Carry Forward FY 2022-2023
	Revenues	<u>\$ 710,171</u>	
	Payroll		
7551	\$ 105,588		
7552	\$ 8,890		
7554	\$ 58,930		
	<u>\$ 173,408</u>		
	Expenses		
7551	\$ 295,912		
7552	\$ 108,712		
7554	\$ 139,308		
	<u>\$ 543,932</u>		