City of Key West Budget Preparation Worksheets

Fiscal Year 2021/2022

Fund: 401 Sewer Fund
Department: 0000 Revenue

Departm	ent: 0000) Revenue	1							
Key	Object	Account Description	Category	FY 2018/2019	FY 2019/2020	FY 2020/2021	FY 2020/2021		FY 2021/2022	FY 2021/2022
- ,	,			Actuals	Actuals	Adopted	6 Mth Amnd	6 Mth Actuals	Dept Req	CM Review
4010000	2242602	FEMA Grant		\$0	\$0	¢E 749 044	¢E 749 044	¢Ω	¢9 276 706	¢4 240 245
4010000	3313002	FEMA Grant		\$0	ΦΟ	\$5,748,941	\$5,748,941	\$0	\$8,276,706	\$4,219,215
		GRANT FUNDING - FORC	EMAIN FLEMING KEY							\$4,219,215
4010000	3343900	Other Physical Environmnt		\$500,000	\$437,667	\$0	\$0	\$437,667	\$0	\$1,600,000
		MAYFIELD GRANT								\$1,600,000
		InterGo	overnmental Revenue	\$500,000	\$437,667	\$5,748,941	\$5,748,941	\$437,667	\$8,276,706	\$5,819,215
4010000		Sewer Service Charges		\$80,869	\$118,945	\$100,000	\$100,000	\$19,223	\$100,000	\$100,000
4010000		FKAA Collections		\$10,246,038	\$10,254,093	\$10,521,453	\$10,521,453	\$4,346,118	\$10,200,000	\$11,004,427
4010000		Sewer Connection Fees		\$47,684	\$47,783	\$60,000	\$60,000	\$13,595	\$60,000	\$60,000
4010000		Sewer Penalties		(\$1,989)	(\$887)	\$0	\$0	(\$148)	\$0	\$0
4010000		Sewer Charges Navy		\$875,175	\$986,871	\$422,953	\$422,953	\$504,337	\$600,000	\$449,244
4010000	3435500	Navy Contributed Capital		\$0	\$0	\$1,004,165	\$1,004,165	\$0	\$1,830,457	\$1,305,274
			Charges For Services	\$11,247,777	\$11,406,806	\$12,108,571	\$12,108,571	\$4,883,125	\$12,790,457	\$12,918,945
4010000	3610000	Interest Earnings		\$442,401	\$218,729	\$91,177	\$91,177	\$7,664	\$250,000	\$71,347
4010000		Other Misc Revenues		\$0	\$9,071	\$0	\$0	(\$5,787)	\$0	\$0
4010000		Proceeds/Subrogation		\$483,635	\$425,000	\$0	\$425,000		\$0	\$0
4010000		Employee Health		\$0	\$0	\$0	\$0		\$0	\$0
			Misc Revenue	\$926,035	\$652,800	\$91,177	\$516,177	\$76,957	\$250,000	\$71,347
					, , , , , , , , , , , , , , , , , , , ,	, , , , , , , , , , , , , , , , , , , ,		, ,,,,,,,		, ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
4010000	3810100	General		\$0	\$0	\$0	\$0	\$0	\$0	\$0
4010000	3814020	Stormwater Utility		(\$0)	(\$0)	\$158,312	\$158,312	\$158,313	\$158,312	\$158,312
4010000	3815020	Insurance Programs		\$0	\$0	\$292,969	\$292,969	\$292,969	\$0	\$0
4010000	3899006	Retained Earnings		\$0	\$0	\$9,117,684	\$9,530,396	\$0	\$0	\$7,134,748
			Other Sources	(\$0)	(\$0)	\$9,568,965	\$9,981,677	\$451,282	\$158,312	\$7,293,060
		Sewer Fund Revenue - Total		\$12,673,812	\$12,497,273	\$27,517,654	\$28,355,366	\$5,849,031	\$21,475,475	\$26,102,567
	Sewer Fund Revenue - Total				Ψ12,431,213	\$21,511,654	\$20,333,300	φυ,υ 4 υ,υυ ι	ΨZ 1,470,475	ΨZ0, 10Z,307

City of Key West FY 21/22 BUDGET Personnel Allocation

	AUTHORIZED BUDGET											
FY 19/20	SUSPENDED	DELETED	FY 20/21	RELEASED	FY21/22							
1.20	0.00	0.00	1.60	0.00	1.60							

401 3501 SEWER FUND

POSITION TITLE	FY 19/20 AUTHORIZED	FY 20/21 SUSPENDED	FY 20/21 DELETED	FY 20/21 AUTHORIZED	RELEASED FROM SUSPENSION	FY 21/22 AUTHORIZED
Administrative Assistant II	0.40	-	-	0.40	-	0.40
Contract & Permit Engineer	0.40	-	-	0.40	-	0.40
Director - Utilities	0.40	-	-	0.40	-	0.40
GIS Support Analyst	-	-	-	0.40	-	0.40
TOTAL EMPLOYEES:	1.20	-	-	1.60	-	1.60

City of Key West FY 21/22 BUDGET Personnel Allocation

AUTHORIZED BUDGET												
FY 19/20	SUSPENDED	DELETED	FY 20/21	RELEASED	FY21/22							
1.00												

401 3503 SEWER FUND

POSITION TITLE	FY 19/20 AUTHORIZED	FY 20/21 SUSPENDED	FY 20/21 DELETED	FY 20/21 AUTHORIZED	RELEASED FROM SUSPENSION	FY 21/22 AUTHORIZED
Project Manager	1.00	-	•	1.00	-	1.00
TOTAL EMPLOYEES:	1.00	_	_	1.00	_	1.00

SALARY BUDGET FY 21/22 POSITION CONTROL

													140,000 FY20	21		7.65%		\$14,798	PY \$14,156
COST CENTER/ POSITION TITLE		RD/ <u>EP</u>	FY 20/21 Apprvd <u>FTEs</u>	FY 21/22 Proposed <u>FTEs</u>	Health Insurance <u>FTEs</u>	PART TIME	CTRCT COUNT	TEMP COUNT	Notes	Change in FTEs	Annual Salary	12 FY21/22 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 CONTRACT & PERMIT ENGINEER DIRECTOR-UTILITIES GIS SUPPORT ANALYST SPECIALIST	G N U N	09T 33N UDP 25N	0.40 0.40 0.40 0.00 1.20	0.40	0.40 0.40 0.40 0.40 1.60	0.00	0.00	0.00			14,265 32,258 40,196 0 86,719	14,836 33,548 41,804 31,360 121,548	0	0	360 360	9,326	890 2,013 2,508 2,509 7,920	23,676	162,830
RENEWAL AND REPLACEMENT 3503 PROJECT MANAGER	N	29N	1.00 1.00	1.00 1.00	1.00 1.00	0.00	0.00	0.00			67,797 67,797	70,509 70,509	0	0	360 360	5,421	5,641 5,641	14,798	96,729
			2.20	2.60	2.60	0.00	0.00	0.00		0.40	154,516	192,057	0	0	720	14,747	13,561	38,474	259,559

SS Cap (does not incl Med)

Budget Preparation Worksheets Fiscal Year 2021/2022

Fund: 401 Sewer Fund

Department: 3501 General Administration

Key	Object	Account Description	Category	FY 2018/2019	FY 2019/2020	FY 2020/2021	FY 2020/2021	FY 2020/2021	FY 2021/2022	FY 2021/2022
Key	Object	Account Description	Category	Actuals	Actuals	Adopted	6 Mth Amnd	6 Mth Actuals	Dept Req	CM Review
4013501	5351200	Regular Salaries & Wages		\$90,313	\$78,012	\$86,719	\$86,719	\$40,691	\$90,188	\$121,548
4013501		Special Pay		\$360	\$360		\$360		\$360	\$360
4013501		FICA Taxes		\$6,273	\$6,175		\$6,662		\$6,927	\$9,326
4013501		Retirement Contributions		\$9,011	\$7,691	\$5,203	\$5,203		\$5,411	\$7,920
4013501	5352300	Life & Health Insurance		\$17,384	\$14,177	\$16,988	\$16,988		\$17,757	\$23,676
4013501	5352400	Workers Compensation		\$8,000	\$8,000	\$8,000	\$8,000	\$4,000	\$0	\$8,000
			Personnel Services	\$131,341	\$114,415	\$123,932	\$123,932	\$58,992	\$120,643	\$170,830
1010501	5050400	D () (0)		400.400	400.075	405.000	400 745	0.4.7.4.5	400.000	\$110.000
4013501	5353100	Professional Services		\$23,100	\$23,675	\$25,000	\$29,715	\$4,715	\$23,000	\$113,000
			SEWER PROJECTS ATING PERMIT RENEWAL APPLICATION	N						\$23,000 \$90,000
4013501	5353200	Accounting & Auditing		\$16,525	\$17,160	\$15,929	\$15,929	\$8,483	\$18,540	\$18,540
		SHARE OF A	NNUAL CITY AUDIT							\$18,540
4013501	5353400	Other Contractual Service		\$183,149	\$205,435	\$201,000	\$201,000	\$86,846	\$208,000	\$295,000
		FKAA INTERI	LOCAL UTILITY BILLING AGREEMENT							\$295,000
4013501	5354000	Travel & Per Diem		\$6,527	\$11	\$0	\$0	\$0	\$0	\$0
4013501	5354100	Communications/Postage		\$0	\$10	\$400	\$400	\$0	\$400	\$400
		SHIPPING AN	ID POSTAGE							\$400
4013501	5354400	Rentals & Leases		\$1,402	\$220	\$1,950	\$1,950	\$117	\$1,950	\$1,950
		COPIER/SCA	NNER (COST SPLIT BETWEEN 401 AND	0 403)						\$1,950
4013501	5354500	Insurance		\$147,453	\$147,453	\$147,453	\$147,453	\$73,727	\$148,000	\$148,000
		GENERAL LI	ABILITY ALLOCATED							\$148,000
4013501	5354700	Printing & Binding		\$15	\$10	\$0	\$0	\$0	\$0	\$0
4013501		Other Current Charges		\$177	\$277	\$500	\$500		\$1,000	\$1,000
		ADVERTISIN	G BIDS (MISC)							\$1,000

Budget Preparation Worksheets Fiscal Year 2021/2022

Fund: 401 Sewer Fund

Department: 3501 General Administration

Key	Object	Account Description	Category	FY 2018/2019 Actuals	FY 2019/2020 Actuals	FY 2020/2021 Adopted	FY 2020/2021 6 Mth Amnd	FY 2020/2021 6 Mth Actuals	FY 2021/2022 Dept Reg	FY 2021/2022 CM Review
				Aotuuio	Aotuuio	Auoptou	o mai Aima	o intil Actualo	Dopt Roq	OIII I TOVION
4013501 4013501		Office Supplies Books-Subscrp-Membership		\$156 \$313	\$126 \$258	\$125 \$1,000	\$125 \$1,000	\$89 \$203	\$300 \$1,000	\$300 \$1,000
		WEFTEC MEMBERSHIP								\$1,000
4013501	5355500	Training		\$1,860	\$0	\$0	\$0	\$1,665	\$2,000	\$2,000
		TRAINING FWRC WEFTE	C							\$2,000
4013501	5355701	Bad Debt		\$43,659	\$4,139	\$0	\$0	\$0	\$0	\$0
		Oį	perating Expenditures	\$424,336	\$398,773	\$393,357	\$398,072	\$175,845	\$404,190	\$581,190
4013501	5356400	Machinery and Equipment		\$0	\$0	\$0	\$0	\$0	\$45,000	\$0
			Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$45,000	\$0
4013501	5357100	Debt Service-Principal		\$0	\$0	\$2,158,966	\$2,158,966	\$2,164,286	\$2,360,442	\$2,226,297
		SEWER REVENUE BOND SEWER REVENUE BOND STATE REVOLVING LOAI	OS SERIES 2013							\$490,000 \$1,556,061 \$180,236
4013501	5357200	Debt Service-Interest		\$407,199	\$347,547	\$500,195	\$500,195	\$170,284	\$600,011	\$250,482
		SEWER REVENUE BOND SEWER REVENUE BOND STATE REVOLVING LOAI	OS SERIES 2013							\$5,072 \$242,463 \$2,947
4013501	5357300	Other Debt Service Costs		\$39,908	\$35,334	\$0	\$0	\$0	\$0	\$0
			Debt Service	\$447,106	\$382,881	\$2,659,161	\$2,659,161	\$2,334,570	\$2,960,453	\$2,476,779
4013501	5359100	Transfers		\$797,900	\$794,919	\$787,671	\$787,671	\$393,836	\$800,000	\$922,009
		TRANSFER TO ADAPTAT	ION AND SUSTAINABILITY	FUND FOR WIND R	RETROFIT PROJEC	Т				\$58,146

Budget Preparation Worksheets Fiscal Year 2021/2022

Fund: 401 Sewer Fund

Department: 3501 General Administration

Key	Object	Account Description	Category	FY 2018/2019	FY 2019/2020	FY 2020/2021	FY 2020/2021	FY 2020/2021	FY 2021/2022	FY 2021/2022
Rey	Object	Account Description	Category	Actuals	Actuals	Adopted	6 Mth Amnd	6 Mth Actuals	Dept Req	CM Review
		TRANSFER TO GENERAL	. FUND FOR INDIRECT COS	STS FY22						\$863,863
			Transfers	\$797,900	\$794,919	\$787,671	\$787,671	\$393,836	\$800,000	\$922,009
4013501	5359803	Operating		\$0	\$0	\$1,828,181	\$2,253,181	\$0	\$0	\$1,949,524
4013501	5359804	Salary Contingency		\$0	\$0	\$0	\$0	\$0	\$0	\$72,261
4013501	5359900	Other Uses		\$0	\$0	\$7,612,377	\$7,612,377	\$0	\$0	\$5,909,079
			Reserves	\$0	\$0	\$9,440,558	\$9,865,558	\$0	\$0	\$7,930,864
		General Adminstration - Total		\$1,800,684	\$1,690,988	\$13,404,679	\$13,834,394	\$2,963,243	\$4,330,286	\$12,081,672

Budget Preparation Worksheets Fiscal Year 2021/2022

Fund: 401 Sewer Fund

Department: 3503 Renewal and Replacement

Vau	Ohioot	Account 5)	Catamami	FY 2018/2019	FY 2019/2020	FY 2020/2021	FY 2020/2021	FY 2020/2021	FY 2021/2022	FY 2021/2022
Key	Object	Account L	Description	Category	Actuals	Actuals	Adopted	6 Mth Amnd	6 Mth Actuals	Dept Req	CM Review
1010500	5054000	D 0 1 0 1			005.440	# 00.040	407.707	\$07.707	# 04.040	#70 500	#70.500
4013503		Regular Salaries & Wa	ages		\$65,440	\$68,319		\$67,797		\$70,509	\$70,509
4013503		Special Pay			\$360	\$360	\$360	\$360		\$360	\$360
4013503		FICA Taxes			\$5,031	\$5,248	\$5,214	\$5,214		\$5,421	\$5,421
4013503		Retirement Contribution			\$5,172		\$5,424	\$5,424		\$5,641	\$5,641
4013503	5352300	Life & Health Insurance	e		\$13,475	\$14,021	\$14,156	\$14,156	\$6,643	\$14,798	\$14,798
				Personnel Services	\$89,479	\$93,962	\$92,951	\$92,951	\$43,626	\$96,729	\$96,729
4013503	5353100	Professional Services			\$180,363	\$14,236	\$0	\$40,822	\$2,740	\$90,000	\$0
4013503		Communications/Post	ane		\$0	ψ1 4 ,230	\$0 \$0			\$0	\$0 \$0
4013503		Rentals & Leases	ago		\$0	\$0	\$0			\$0	\$0 \$0
4013503		Repairs and Maintena	nce		\$205,636	\$265,941	\$508,000		* -	\$414,500	\$414,500
					+ ===,===	,	,	**==,***	* · · · · · · · · · · · · · · · · · · ·	*,	
			HYDRAULIC 4" PUMPS IMPELLERS FOR LIFT STA	ATION DUMPS							\$18,000 \$24,500
			LARGE PLUGS	ATION FOIVIFS							\$15,000
			MISC SEWER SYSTEM RE								\$250,000
			PUMP REPAIR KITS FOR SPARE PUMPS	LIFT STATIONS							\$27,000 \$80,000
			SPARE PUWPS								\$80,000
4013503	5354900	Other Current Charges	S		\$350	\$529	\$0	\$0	\$0	\$0	\$0
4013503	5355200	Operating Supplies			\$0	\$21,270	\$0	\$0	\$0	\$0	\$0
4013503	5355201	Fuel			\$7,185	\$6,392	\$7,500	\$7,500	\$3,156	\$8,000	\$8,000
			FLEET UNLEADED AND D	IESEL							\$8,000
			Ор	erating Expenditures	\$393,535	\$308,368	\$515,500	\$675,012	\$145,412	\$512,500	\$422,500
4013503	5356400	Machinery & Equipme	nt		\$0	\$0	\$0	\$137,300	\$0	\$495,000	\$388,000
			VACTOR TRUCK								\$388,000
4013503	5356500	Construction In Progre	ess		\$0	\$0	\$5,575,212	\$5,575,212	\$713,940	\$300,000	\$2,102,944
			SE35031801 - AERATION	BASIN BLOWER (CARRY F	ORWARD \$909.113	3)					\$0
			SE35031802 - DIRECTION	AL BORE INFLUENT FORC		•	WARD \$0)				\$1,502,944
			NEW CIP - ODOR CONTR								\$100,000
			NEW CIP - PUMP STATIO	N D GENERA FOR							\$300,000

Budget Preparation Worksheets Fiscal Year 2021/2022

Fund: 401 Sewer Fund

Department: 3503 Renewal and Replacement

Departm	ent: 3503	Renewal and Replacement								
Kev	Object	Account Description	Category	FY 2018/2019	FY 2019/2020	FY 2020/2021	FY 2020/2021	FY 2020/2021	FY 2021/2022	FY 2021/2022
Key	Object	Account Description	Category	Actuals	Actuals	Adopted	6 Mth Amnd	6 Mth Actuals	Dept Req	CM Review
		NEW CIP - PUMP STATIO	N REHAB PHASE 4							\$200,000
			Capital Outlay	\$0	\$0	\$5,575,212	\$5,712,512	\$713,940	\$795,000	\$2,490,944
		Renew and Replacement - Total		\$483,013	\$402,329	\$6,183,663	\$6,480,475	\$902,978	\$1,404,229	\$3,010,173

Budget Preparation Worksheets Fiscal Year 2021/2022

Fund: 401 Sewer Fund

Department: 3504 Treatment Plant Operation

Departme	ent: 3504	4 Treatment Plant Operation								
Key	Object	Account Description	Category	FY 2018/2019	FY 2019/2020	FY 2020/2021	FY 2020/2021	FY 2020/2021	FY 2021/2022	FY 2021/2022
Rey	Object	Account Description	Category	Actuals	Actuals	Adopted	6 Mth Amnd	6 Mth Actuals	Dept Req	CM Review
4013504	5353100	Professional Services		\$117,258	\$53,536	\$0	\$0	\$0	\$0	\$0
4013504		Other Contractual Service		\$4,356,269	\$4,262,462				\$4,750,000	\$4,594,722
4010004	3333400	Other Contractual Service		ψ4,330,209	ψ4,202,402	ψ4,009,012	ψ4,009,012	Ψ2,207,130	ψ4,730,000	ψ4,554,722
		OMI CONTRACT								\$4,594,722
4013504	5354000	Travel & Per Diem		\$0	\$0	\$0	\$0	\$0	\$0	\$0
4013504	5354100	Communications/Postage		\$0	\$0	\$0	\$0	\$0	\$0	\$0
4013504	5354302	Electricity		\$531,952	\$764,094	\$816,000	\$816,000	\$428,359	\$856,000	\$856,000
4013504	5354400	Rentals & Leases		\$0	\$0	\$0	\$0	\$0	\$0	\$0
4013504	5354600	Repairs and Maintenance		\$463,521	\$795,218	\$212,000	\$777,663	\$50,564	\$140,000	\$140,000
		DISK FILTER CLOTH REP	LACEMENTS (ANNUAL)							\$24,000
		EMERGENCY PLANT REP	• •							\$100,000
		UV CHANNEL LAMP REPI	LACEIVIENTS							\$16,000
4013504	5354700	Printing & Binding		\$0	\$0	\$0	\$0	\$0	\$0	\$0
4013504	5355100	Office Supplies		\$0	\$0	\$0	\$0	\$0	\$0	\$0
4013504	5355200	Operating Supplies		\$0	\$0	\$0	\$0	\$705	\$0	\$0
4013504	5355201	Fuel		\$12,307	\$10,154	\$12,000	\$12,000	\$1,534	\$12,000	\$0
4013504	5355400	Books-Subscrp-Membership		\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Ор	perating Expenditures	\$5,481,308	\$5,885,464	\$5,399,312	\$5,964,975	\$2,688,318	\$5,758,000	\$5,590,722
4013504		Buildings		\$0	\$0	\$0			\$0	\$0
4013504		Infrastructure		\$0	\$0	\$0	. ,	. ,	\$0	\$0
4013504		Machinery & Equipment		\$0	\$0	\$0	. ,		\$0	\$0
4013504	5356500	Construction In Progress		\$0	\$0	\$2,530,000	\$2,000,272	\$627,602	\$14,279,350	\$5,420,000
			LUENT PUMP (CARRY FOR							\$0
			EAR UPGRADE (CARRY FO		3)					\$2,300,000 \$850,000
			WATERING (CARRY FORW GRADES (CARRY FORWAR							\$050,000 \$0
			PUMP VALVE REPLACEMEN		ARD \$92,850)					\$1,500,000
			FACILITY (CARRY FORWAR	RD \$300,000)						\$0
		MAINTENANCE QUONSE NEW CIP - 24" & 18" RAS								\$70,000 \$200,000
		NEW CIP - 24 & 16 RAS								\$200,000 \$150,000
			NG INTERIOR RENOVATION	NS						\$250,000

Budget Preparation Worksheets Fiscal Year 2021/2022

Fund: 401 Sewer Fund

Department: 3504 Treatment Plant Operation

Key	Object	Account Description	Category	FY 2018/2019	FY 2019/2020	FY 2020/2021	FY 2020/2021	FY 2020/2021	FY 2021/2022	FY 2021/2022
				Actuals	Actuals	Adopted	6 Mth Amnd	6 Mth Actuals	Dept Req	CM Review
NEW CIP - STORM ROLL UP DOORS										\$100,000
			Capital Outlay	\$0	\$0	\$2,530,000	\$2,075,522	\$695,971	\$14,279,350	\$5,420,000
		Treatment Plant Operations - Total		\$5,481,308	\$5,885,464	\$7,929,312	\$8,040,497	\$3,384,289	\$20,037,350	\$11,010,722
		Sewer Fund Expenditures - Total		\$7,765,005	\$7,978,780	\$27,517,654	\$28,355,366	\$7,250,510	\$25,769,325	\$26,102,567