



**SALARY BUDGET  
FY 20/21 POSITION CONTROL**

SS Cap (does not incl Med)  
132,900 CY 2019

7.65%

\$14,496 PY \$13,962

| COST CENTER/<br>POSITION TITLE   | GRD/<br>STEP | FY19/20<br>Apprvd<br>FTEs | FY 20/21<br>Proposed<br>FTEs | Health<br>Insurance<br>FTEs | PART<br>TIME | CTRCT<br>COUNT | TEMP<br>COUNT | Notes | Change<br>in<br>FTEs | Annual<br>Salary | 12                | 12        | 14           | 15             | 21               | 22                | 23                 | TOTAL          |
|----------------------------------|--------------|---------------------------|------------------------------|-----------------------------|--------------|----------------|---------------|-------|----------------------|------------------|-------------------|-----------|--------------|----------------|------------------|-------------------|--------------------|----------------|
|                                  |              |                           |                              |                             |              |                |               |       |                      |                  | FY20/21<br>Salary | Longevity | Over<br>time | Special<br>Pay | FICA<br>Medicare | Retire<br>Contrib | Health<br>Life Ins |                |
| <b>4302 PORT OPERATIONS</b>      |              |                           |                              |                             |              |                |               |       |                      |                  |                   |           |              |                |                  |                   |                    |                |
| DEPART AUDITOR-CONTRACT ADMIN    | N 22N        | 1.00                      | 1.00                         | 1.00                        |              |                |               |       |                      | 55,021           | 55,021            |           |              |                |                  |                   | 4,402              |                |
| DEPUTY DIRECTOR - MARINE SERVICE | U UDP        | 1.00                      | 1.00                         | 1.00                        |              |                |               |       |                      | 91,138           | 91,138            |           |              | 600            |                  |                   | 7,291              |                |
| DIRECTOR - MARINE SERVICES       | U UPD        | 1.00                      | 1.00                         | 1.00                        |              |                |               |       |                      | 106,401          | 106,401           |           |              | 900            |                  |                   | 8,512              |                |
| PORT OPERATIONS COORD            | N 20N        | 1.00                      | 1.00                         | 1.00                        |              |                |               |       |                      | 50,845           | 50,845            |           |              | 360            |                  |                   | 4,068              |                |
|                                  |              | <b>4.00</b>               | <b>4.00</b>                  | <b>4.00</b>                 | <b>0.00</b>  | <b>-</b>       | <b>-</b>      |       | <b>0.00</b>          | <b>303,405</b>   | <b>303,405</b>    | <b>0</b>  | <b>500</b>   | <b>1,860</b>   | <b>23,391</b>    | <b>24,312</b>     | <b>57,984</b>      | <b>411,452</b> |

**City of Key West Budget Worksheet**  
**Fiscal Year 2020/2021**

**Fund: 001 - General Fund**

**Department: Port Operations**

| Account Number  | Detail  | Budget Request     |
|-----------------|---|--------------------|
| 0014302-5433100 | STUDY - EXPANSION OF MALLORY                            | \$0                |
|                 | <b>0014302-5433100 - Total</b>                          | <b>\$0</b>         |
| 0014302-5433200 | SPECIAL NAVY AUDIT                                      | \$0                |
|                 | <b>0014302-5433200 - Total</b>                          | <b>\$0</b>         |
| 0014302-5433400 | BANNERS, MUSIC & DISPLAYS                               | \$0                |
| 0014302-5433400 | CITY'S SHARE OF GRANTS                                  | \$1                |
| 0014302-5433400 | SECURITY CAMERA IP CONNECTIVITY 12 x \$600              | \$7,200            |
|                 | <b>0014302-5433400 - Total</b>                          | <b>\$7,201</b>     |
| 0014302-5433410 | CITY BUS SERVICE 2 BUSES FOR 3HRS @ \$80 = 480 X 3      | \$0                |
| 0014302-5433410 | CREW 131,731 @ 50% = 65,865 @ 5.25                      | \$345,791          |
| 0014302-5433410 | PASSENGERS 164,611 @ 80% = 131,689 @ 5.25               | \$691,367          |
|                 | <b>0014302-5433410 - Total</b>                          | <b>\$1,037,158</b> |
| 0014302-5433420 | MALLORY 36 SHIPS X 2 GUARDS X 9HRS= 648 @ \$22.00       | \$14,256           |
| 0014302-5433420 | OUTERMOLE 115 SHIPS X 5 GUARDS X 9HRS = 5,175 @ \$22.00 | \$113,850          |
|                 | <b>0014302-5433420 - Total</b>                          | <b>\$128,106</b>   |
| 0014302-5434000 | FCCA (ANNUAL CONFERENCE PD/CM/CC) 4 X \$2,500           | \$0                |
| 0014302-5434000 | FL PORTS COUNCIL(QUARTERLY MEETINGS/STAFF 3 X 1000      | \$3,000            |

**City of Key West Budget Worksheet**  
**Fiscal Year 2020/2021**

| Account Number  | Detail  | Budget Request  |
|-----------------|---|-----------------|
|                 | <b>0014302-5434000 - Total</b>                          | <b>\$3,000</b>  |
| 0014302-5434100 | FEDEX   | \$100           |
|                 | <b>0014302-5434100 - Total</b>                          | <b>\$100</b>    |
| 0014302-5434400 | COPIER 12 X \$280                                       | \$3,360         |
| 0014302-5434400 | P.O. BOX 6434 CRUISE SHIP PAYMENTS                      | \$250           |
| 0014302-5434400 | PORT-A-POTTY 2 REG. PORT SECURITY 12 X \$534            | \$6,408         |
|                 | <b>0014302-5434400 - Total</b>                          | <b>\$10,018</b> |
| 0014302-5434600 | ANNUAL X-RAY MAINTENANCE & CERTIFICATION                | \$6,780         |
| 0014302-5434600 | PORT MINOR REPAIR/MAINTENANCE                           | \$2,500         |
| 0014302-5434600 | REPLACEMENT BARRICADES OM                               | \$0             |
| 0014302-5434600 | TWIC READERS MAINTENANCE & REPAIRS                      | \$1,000         |
|                 | <b>0014302-5434600 - Total</b>                          | <b>\$10,280</b> |
| 0014302-5434800 | PROMOTIONAL EXPENSE CRUISE SHIP INAUGURAL PLAQUE 4 @ 40 | \$180           |
|                 | <b>0014302-5434800 - Total</b>                          | <b>\$180</b>    |
| 0014302-5434900 | BID ADVERTISEMENTS 3 X \$90                             | \$270           |
| 0014302-5434900 | TWIC RENEWAL BADGE 3 X \$135                            | \$405           |
|                 | <b>0014302-5434900 - Total</b>                          | <b>\$675</b>    |
| 0014302-5435100 | ACCESS BADGE SUPPLIES REIMBURSED BY APPLICANT           | \$3,000         |
| 0014302-5435100 | PAPER, OFFICE SUPPLIES & MARINE UNIT SUPPLIES           | \$1,500         |

**City of Key West Budget Worksheet**  
**Fiscal Year 2020/2021**

| Account Number  | Detail  | Budget Request     |
|-----------------|---|--------------------|
|                 | <b>0014302-5435100 - Total</b>                                  | <b>\$4,500</b>     |
| 0014302-5435400 | FL CARIBBEAN CRUISE ASSOCIATION YEARLY DUES                     | \$600              |
| 0014302-5435400 | FL PORTS COUNCIL DUES   | \$22,000           |
|                 | <b>0014302-5435400 - Total</b>                                  | <b>\$22,600</b>    |
| 0014302-5435500 | FL CARIBBEAN CRUISE ASSOC REGISTRATION FEE 4 @ 1000             | \$0                |
|                 | <b>0014302-5435500 - Total</b>                                  | <b>\$0</b>         |
| 0014302-5436400 | MACHINERY & EQUIPMENT UPGRADE TO MEET COAST GUARD SECURITY REGS | \$0                |
|                 | <b>0014302-5436400 - Total</b>                                  | <b>\$0</b>         |
|                 | <b>4302 - Total</b>   | <b>\$1,223,818</b> |
|                 | <b>Overall - Total</b>  | <b>\$1,223,818</b> |

**City of Key West**  
**Budget Preparation Worksheets**  
**Fiscal Year 2020/2021**

Fund: 001 General Fund

Department: 4302 Port Operations

| Key                            | Object  | Account Description       | Category | FY 2017/2018<br>Actuals | FY 2018/2019<br>Actuals | FY 2019/2020<br>Adopted | FY 2019/2020<br>6 Mth Amnd | FY 2019/2020<br>6 Mth Actuals | FY 2020/2021<br>Dept Req |
|--------------------------------|---------|---------------------------|----------|-------------------------|-------------------------|-------------------------|----------------------------|-------------------------------|--------------------------|
| 0014302                        | 5431200 | Regular Salaries & Wages  |          | \$241,717               | \$291,901               | \$303,404               | \$303,404                  | \$144,702                     | \$303,404                |
| 0014302                        | 5431400 | Overtime                  |          | \$186                   | \$106                   | \$500                   | \$500                      | \$0                           | \$500                    |
| 0014302                        | 5431500 | Special Pay               |          | \$2,160                 | \$2,160                 | \$2,160                 | \$2,160                    | \$930                         | \$1,860                  |
| 0014302                        | 5432100 | FICA Taxes                |          | \$18,456                | \$21,529                | \$23,414                | \$23,414                   | \$10,641                      | \$23,391                 |
| 0014302                        | 5432200 | Retirement Contributions  |          | \$19,636                | \$22,996                | \$24,312                | \$24,312                   | \$11,576                      | \$24,312                 |
| 0014302                        | 5432300 | Life & Health Insurance   |          | \$44,068                | \$50,276                | \$55,849                | \$55,849                   | \$26,028                      | \$57,984                 |
| <b>Personnel Services</b>      |         |                           |          | <b>\$326,224</b>        | <b>\$388,967</b>        | <b>\$409,639</b>        | <b>\$409,639</b>           | <b>\$193,877</b>              | <b>\$411,451</b>         |
| 0014302                        | 5433100 | Professional Services     |          | \$36,920                | \$47,800                | \$0                     | \$0                        | \$3,000                       | \$0                      |
| 0014302                        | 5433200 | Accounting & Auditing     |          | \$7,000                 | \$0                     | \$0                     | \$0                        | \$0                           | \$0                      |
| 0014302                        | 5433400 | Other Contractual Service |          | \$0                     | \$0                     | \$17,200                | \$17,200                   | \$0                           | \$7,201                  |
| 0014302                        | 5433410 | Outer Mole Transportation |          | \$854,584               | \$1,443,742             | \$1,404,413             | \$1,404,413                | \$748,943                     | \$1,037,158              |
| 0014302                        | 5433420 | Port Security             |          | \$104,360               | \$123,508               | \$134,379               | \$134,379                  | \$90,762                      | \$128,106                |
| 0014302                        | 5434000 | Travel & Per Diem         |          | \$1,637                 | \$4,137                 | \$13,000                | \$13,000                   | \$3,261                       | \$3,000                  |
| 0014302                        | 5434100 | Communications/Postage    |          | \$0                     | \$441                   | \$100                   | \$100                      | \$216                         | \$100                    |
| 0014302                        | 5434300 | Utility Services          |          | \$0                     | \$0                     | \$0                     | \$0                        | \$0                           | \$0                      |
| 0014302                        | 5434400 | Rentals & Leases          |          | \$8,886                 | \$9,628                 | \$9,968                 | \$12,168                   | \$4,596                       | \$10,018                 |
| 0014302                        | 5434500 | Insurance                 |          | \$0                     | \$0                     | \$0                     | \$0                        | \$0                           | \$0                      |
| 0014302                        | 5434600 | Repairs and Maintenance   |          | \$27,424                | \$26,507                | \$28,930                | \$26,730                   | \$3,500                       | \$10,280                 |
| 0014302                        | 5434800 | Promotional Expenses      |          | \$0                     | \$40                    | \$160                   | \$160                      | \$0                           | \$180                    |
| 0014302                        | 5434900 | Other Current Charges     |          | \$0                     | \$5,600                 | \$675                   | \$675                      | \$501                         | \$675                    |
| 0014302                        | 5435100 | Office Supplies           |          | \$1,616                 | \$607                   | \$5,500                 | \$5,500                    | \$1,257                       | \$4,500                  |
| 0014302                        | 5435200 | Operating Supplies        |          | \$0                     | \$6,886                 | \$0                     | \$0                        | \$0                           | \$0                      |
| 0014302                        | 5435400 | Books-Subscrip-Membership |          | \$21,175                | \$21,000                | \$22,600                | \$22,600                   | \$21,175                      | \$22,600                 |
| 0014302                        | 5435500 | Training                  |          | \$3,297                 | \$4,396                 | \$4,000                 | \$4,000                    | \$0                           | \$0                      |
| <b>Operating Expenditures</b>  |         |                           |          | <b>\$1,066,899</b>      | <b>\$1,694,291</b>      | <b>\$1,640,925</b>      | <b>\$1,640,925</b>         | <b>\$877,211</b>              | <b>\$1,223,818</b>       |
| 0014302                        | 5436400 | Machinery & Equipment     |          | \$32,529                | \$0                     | \$7,500                 | \$7,500                    | \$0                           | \$0                      |
| 0014302                        | 5436500 | Construction in Progress  |          | \$0                     | \$720,044               | \$0                     | \$0                        | \$0                           | \$0                      |
| <b>Capital Outlay</b>          |         |                           |          | <b>\$32,529</b>         | <b>\$720,044</b>        | <b>\$7,500</b>          | <b>\$7,500</b>             | <b>\$0</b>                    | <b>\$0</b>               |
| <b>Port Operations - Total</b> |         |                           |          | <b>\$1,425,652</b>      | <b>\$2,803,302</b>      | <b>\$2,058,064</b>      | <b>\$2,058,064</b>         | <b>\$1,071,088</b>            | <b>\$1,635,269</b>       |