

Schedule of Interfund Transfers

CITY OF SANIBEL, FLORIDA

**SUMMARY SCHEDULE OF INTERFUND TRANSFERS
DRAFT BUDGET FOR FISCAL YEAR 2011-12**

<u>FUND NUMBER</u>	<u>FUND DESCRIPTION</u>	<u>INTERFUND TRANSFERS</u>	
		<u>TO OTHER FUNDS</u>	<u>FROM OTHER FUNDS</u>
001	General Fund	\$ 2,892,402	\$ -
101	Transportation Fund		559,901
120	Road Impact Fee Fund	417,314	
129	Shell Harbor Canal Dredging		5,445
141	Sanibel Estates Canal Trimming Fund		3,000
142	Dredging-Sanibel Isles/Water Shadows		5,000
170	Recreation Center Fund		1,528,261
173	Ballpark Maintenance Fund		46,722
300	Capital Asset Acquisition Fund		524,474
301	Transportation Capital Projects Fund		338,470
307	Periwinkle Way Road Improvement Fund		417,314
309	Tarpon Bay Road	118,870	
	TOTAL OPERATING TRANSFERS	<u>\$ 3,428,586</u>	<u>\$ 3,428,586</u>

**DETAIL SCHEDULE OF INTERFUND TRANSFERS
DRAFT BUDGET FOR FISCAL YEAR 2011-12**

FUND NUMBER	FUND DESCRIPTION	TO OTHER FUNDS	FROM OTHER FUNDS
001	General Fund		-
101	To: Transportation Fund	559,901	
129	To: Shell Harbor Canal Dredging	5,445	
141	To: Sanibel Estates Canal Trimming Fund	3,000	
142	To: Dredging-Sanibel Isles/Water Shadows	5,000	
170	To: Recreation Center Fund	1,528,261	
173	To: Ball Park Maintenance Fund	46,722	
300	To: Capital Acquisiton Fund	524,474	
301	To: Transportation Capital Project Fund	219,600	
101	Transportation Fund		
001	From: General Fund		559,901
120	Road Impact Fee Fund		
307	To: Periwinkle Road and Bikepath	417,314	
129	Shell Harbor Canal Dredging		
001	From: General Fund		5,445
141	Sanibel Estates Canal Trimming Fund		
001	From: General Fund		3,000
142	Dredging-Sanibel Isles/Water Shadows		
001	From: General Fund		5,000
170	Recreation Center Fund		
001	From: General Fund		1,528,261
173	Ballfield Maintenance Fund		
001	From: General Fund		46,722
300	Capital Asset Acquisition Fund		
001	From: General Fund		524,474
301	Transportation Capital Projects Fund		
001	From: General Fund		219,600
309	From: Tarpon Bay Road Fund		118,870
307	Periwinkle Road & Bikepath		
120	To: Road Impact Fee Fund		417,314
309	Tarpon Bay Road Fund		
301	To: Transportation Capital Projects Fund	118,870	
TOTAL OPERATING TRANSFERS		3,428,586	3,428,586

City of Sanibel, Florida



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Classification and Pay Plan

**BUDGETED MANPOWER ALLOCATIONS BY FUND (ALL FUNDS) FISCAL YEARS 2010 AND 2011
AND PROJECTIONS FOR FISCAL YEAR 2012**

OPERATING BUDGET			AUTHORIZED FULL-TIME			AUTHORIZED PART-TIME FTE		
Department	Grade	Job Title	2010	2011	2012	2010	2011	2012
<i>Administration</i>								
	26	Administrative Services Director	1	0*	0		0.75	0.75
	24	City Clerk	1	1	1			
	20	Executive Assistant to City Manager	1	1	1			
	16	Administrative Secretary	1	1	1			
	Contract	City Manager	1	1	1			
* Full-time position with benefits eliminated and a part-time position with no benefits established								
ADMINISTRATION TOTALS			5.00	4.00	4.00		0.75	0.75
<i>Building</i>								
	24	Building Official	1	1	1			
	23	Deputy Building Official	1	1	1			
	19	Building Inspector					0.25	0.35
	17	Licensing and Permit Technician	1	1	1			
	16	Permit Technician	1	1	1			
BUILDING TOTALS			4.00	4.00	4.00		0.25	0.35
<i>Finance</i>								
	26	Finance Director	1	1	1			
	23	Assistant Finance Director	1	1	1			
	22	Fiscal Analyst	1	1	1			
	22	Senior Accountant	1	0.5	0.5			
	21	Human Resources Generalist	1	1	1			
	18	Fiscal Assistant	1	1	1			
	17	Administrative Assistant	1	1	1			
	10	Clerk Typist				0.5	0.5	0.5
FINANCE TOTALS			7.00	6.50	6.50	0.5	0.5	0.5
<i>Legal</i>								
	19	Paralegal	1	1	1			
	Contract	City Attorney	1	1	1			
LEGAL TOTALS			2.00	2.00	2.00			

FTE equates to a full-time equivalent employee, 40 hours per week, 2080 hours per year. A fractional FTE works less than full-time and does not accrue benefits

**BUDGETED MANPOWER ALLOCATIONS BY FUND (ALL FUNDS) FISCAL YEARS 2010 AND 2011
AND PROJECTIONS FOR FISCAL YEAR 2012**

OPERATING BUDGET										
Department	Grade	Job Title	AUTHORIZED FULL-TIME			AUTHORIZED PART-TIME FTE				
			2010	2011	2012	2010	2011	2012		
<i>Legislative</i>										
	16	Recording Secretary	1	1	1					
	15	Administrative Receptionist	1	1	1					
		LEGISLATIVE TOTALS	2.00	2.00	2.00					
<i>MIS</i>										
	23	MIS Director	1	1	1					
	21	Network Administrator	1	1	1					
	19	Computer Support Specialist	2	2	2					
		MIS TOTALS	4.00	4.00	4.00					
<i>Nat Resources</i>										
	26	Natural Resources Director	1	1	1					
	22	Environmental Health & Water Quality Spec	1	1	1					
	20	Environmental Specialist	1	1	1					
		NATURAL RESOURCES TOTALS	3	3	3					
<i>Planning</i>										
	26	Planning Director	1	1	1					
	21	Planner	3	1	1	2.95		2.65		
	19	Senior Code Enforcement Officer	1	1	1					
	17	Administrative Assistant	1	1	1					
	16	Administrative Secretary	1	1	1					
		PLANNING TOTALS	7.00	5.00	5.00	2.95		2.65		

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**BUDGETED MANPOWER ALLOCATIONS BY FUND (ALL FUNDS) FISCAL YEARS 2010 AND 2011
AND PROJECTIONS FOR FISCAL YEAR 2012**

OPERATING BUDGET										
Department	Grade	Job Title	AUTHORIZED FULL-TIME			AUTHORIZED PART-TIME FTE				
			2010	2011	2012	2010	2011	2012		
<i>Police</i>										
	26	Police Chief	1	1	1					
	24	Police Major	1	1	0					
	23	Police Lieutenant	3	3	3					
	22	Sergeant	4	4	4					
	19	Police Officer	13	13.50	11.5	1.75	1.75	1.75		
	19	Computer Support Specialist	1	1	1					
	19	Emergency Management Specialist	1	1	1					
	18	Senior Administrative Assistant	1	1	1					
	17	Dispatcher	4	4	5	1.25	1.00	0.50		
	16	Police Records Coordinator	1	1	1					
	16	Administrative Secretary	1	0***	0					
	15	Police Aide	2*	0	0	1.50	2.47*	2.47		
		POLICE TOTALS	33.00	30.50	28.50	4.50	5.22	4.72		
* 2 Full-time (with benefits) eliminated and 1 FTE established (no benefits); ** Position eliminated mid-year										
<i>Public Works</i>										
	27	Public Works Director/City Engineer	1	0.5	0.49					
	25	Deputy Public Works Director	1	0.7	0.7					
	24	Assistant City Engineer	1	0.37	0.37					
	21	Streets Superintendent	1	1	1					
	20	Public Works Operations Manager	1	0.85	0.85					
	19	Garage Supervisor	1	0.92	0.95					
	19	Engineering Technician	1	0.98	0.98					
	19	Lead Operator/Assistant Streets Super	1	1	1					
	18	Equipment Operator-Crew Leader	2	1*	1					
	17	Tradesworker	8	8	8					
	17	Mechanic	1	1	0.95					
		PUBLIC WORKS TOTALS	19.00	16.20	16.29					
* 1 Full-time (with benefits) eliminated mid-year										

FTE equates to a full-time equivalent employee, 40 hours per week, 2080 hours per year. A fractional FTE works less than full-time and does not accrue benefits

**BUDGETED MANPOWER ALLOCATIONS BY FUND (ALL FUNDS) FISCAL YEARS 2010 AND 2011
AND PROJECTIONS FOR FISCAL YEAR 2012**

OPERATING BUDGET			AUTHORIZED FULL-TIME			AUTHORIZED PART-TIME FTE		
Department	Grade	Job Title	2010	2011	2012	2010	2011	2012
<i>Recreation</i>								
	24	Recreation Director	1	1	1			
	22	Senior Accountant	1	0.25	0.25			
	19	Facility Maintenance Supervisor	1	1	1			
	19	Seniors Program Administrator	1	1	1			
	19	Recreation Programs Specialist	1	1	1			
	19	Aquatics Manager	1	1	1			
	18	Recreation Program Coordinator	1	1	1			
	18	Senior Administrative Assistant	1	1	1			
	15	Service Worker	1	1	1			
	15	Senior Lifeguard/Instructor	1	1	1			
	15	Administrative Receptionist	1	1	1	3.2	4.2	4.2
	13	Lifeguard				4.05	4.05	4.05
	13	Recreation Aide				7.13	7.13	7.13
		RECREATION TOTALS	10.00	10.25	10.25	14.38	15.38	15.38
		COMBINED TOTAL MANPOWER	96.00	87.45	85.54	19.38	25.05	24.35

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**BUDGETED MANPOWER ALLOCATIONS BY FUND (ALL FUNDS) FISCAL YEARS 2010 AND 2011
AND PROJECTIONS FOR FISCAL YEAR 2012**

ENTERPRISE FUNDS			AUTHORIZED FULL-TIME			AUTHORIZED PART-TIME FTE		
<i>Utility</i>	Grade	Job Title	2010	2011	2012	2010	2011	2012
	27	Public Works Director/City Engineer		0.33	0.34			
	25	Deputy Public Works Director		0.05	0.05			
	24	Assistant City Engineer		0.63	0.63			
	22	Senior Accountant		0.25	0.25			
	22	Utility Maintenance Supervisor/Elec	1	1	1			
	22	Chief, Wastewater Plant Operator	1	1	1			
	21	Public Works Operations Manager		0.05	0.05			
	21	Lead Wastewater Plant Operator	1	1	1			
	21	Accountant	1	1	1			
	20	Environmental Services Specialist						
	19	Environmental Engineering Technician	1	1	1			
	19	Engineering Technician		0.02	0.02			
	19	Garage Supervisor		0.06	0.03			
	18,19, 20	Utility Maintenance Technician	4*	2**	2		2**	2
	18, 19, 20	Wastewater Plant Operator	5	5	5			
	17	Mechanic		0.04	0.02			
	17	Tradesworker	1	1	1			
	16	Utility Service Worker	2	2	2			
		UTILITY TOTALS	17.00	14.43	16.34		2	2
* 1 Position abolished and Tradesworker established mid-year; **2 FT positions (with benefits) converted to PT FTE (without benefits)								
<i>Beach Parking</i>								
	27	Public Works Director/City Engineer		0.17	0.17			
	25	Deputy Public Works Director		0.25	0.25			
	21	Public Works Operations Manager		0.1	0.1			
	21	Accountant			0.05			
	19	Police Officer	3	2.5	2.5	0.5		
	19	Parks Maintenance Supervisor	1	1	1			
	19	Garage Supervisor		0.02	0.02			
	17	Tradesworker	5	4*	4		1	1
	17	Mechanic		0.04	0.03			
	15	Police Aide	4	4	4			
		BEACH PARKING TOTALS	13.00	12.08	12.13	0.5	1.00	1.00
* 1 FT position (with benefits) converted to 1 PT FTE (without benefits)								

FTE equates to a full-time equivalent employee, 40 hours per week, 2080 hours per year. A fractional FTE works less than full-time and does not accrue benefits

Schedule of Personal Services

FISCAL YEAR 2011-12 PERSONAL SERVICES BUDGET
DEPARTMENTAL SALARY SUMMARY

10,310.62

	FY11 Budgeted Positions					FY12 Proposed Positions			COMPENSATION				FRINGE BENEFITS					TOTAL
	Adopted	Amended	Adopted	Amended	TOTAL	Full-time	Part-time	TOTAL	CURRENT	REQUESTED	OVER-	RHS/Shift	FICA	RETIREMENT	CAFETERIA	DEPENDENT	WORKERS	
	FT FTE's (*)	FT FTE's (*)	PT FTE's (*)	PT FTE's (*)	FTE's (*)	FTE's (*)	FTE's (*)	FTE's (*)	POSITIONS	POSITIONS	TIME	Edu/Car	0.0765		BENEFITS	COVERAGE	COMP	
	(Benefits)	(Benefits)	(No Benefits)	(No Benefits)		(Benefits)	(No Benefits)					Educ/Med/etc				SUPPLEMENT		
OPERATING BUDGET																		
GENERAL FUND																		
General Government																		
Legislative	2.00	2.00	-	-	2.00	2.00	-	2.00	\$ 67,338	\$ -	\$ -	-	5,152	\$ 24,114	\$ 20,621	-	\$ 180	
Administrative	5.00	4.00	-	0.75	4.75	4.00	0.75	4.75	446,045	-	-	23,161	29,535	163,803	39,288	-	1,146	
Management Info Sys	4.00	4.00	-	-	4.00	4.00	-	4.00	216,936	-	10,000	-	17,361	57,503	37,765	-	584	
Finance	6.50	6.50	0.50	0.50	7.00	6.50	0.50	7.00	461,995	-	2,000	4,000	35,802	143,719	67,019	10,432	1,251	
Legal	2.00	2.00	-	-	2.00	2.00	-	2.00	227,957	-	-	21,461	12,932	101,714	22,144	26,895	444	
Planning	5.00	5.00	1.00	2.95	7.95	5.00	2.65	7.65	396,031	(12,172)	1,000	200	29,457	150,969	44,599	5,007	21,274	
General Government Services	-	-	-	-	-	-	-	-	-	-	-	74,315	-	-	-	-	-	
Public Safety																		
Police	31.00	30.50	5.22	5.22	35.72	28.50	4.72	33.22	1,874,703	(186,897)	60,000	166,650	145,587	747,108	290,375	196,354	46,168	
S.E.M.P.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Physical Environment																		
Natural Resources	3.00	3.00	-	-	3.00	3.00	-	3.00	244,328	-	-	-	17,705	65,788	30,932	-	9,346	
Transportation																		
PW-Garage	5.24	5.24	-	-	5.24	5.28	-	5.28	345,937	-	25,000	2,000	27,660	161,225	54,543	18,376	12,115	
Culture/Recreation																		
P&R Public Facilities	3.00	3.00	-	-	3.00	3.00	-	3.00	120,541	-	30,000	2,500	11,708	32,627	30,932	8,291	7,300	
TOTAL GENERAL FUND:	66.74	65.24	6.72	9.42	74.66	63.28	8.62	71.90	4,401,810	(199,070)	128,000	294,287	332,897	1,648,571	638,219	265,355	99,808	
					2.76													
TRANSPORTATION FUND																		
Transportation																		
PW-Streets	9.00	9.00	-	-	9.00	8.00	-	8.00	397,490	(47,622)	100,000	12,000	35,333	111,216	79,008	10,432	34,242	
BUILDING DEPARTMENT FUND																		
Public Safety																		
Building Department	4.00	4.00	0.25	0.25	4.25	4.00	0.35	4.35	254,041	5,200	-	-	19,832	103,981	41,242	18,514	7,332	
RECREATION CENTER FUND																		
P&R Seniors	1.00	1.00	0.57	0.57	1.57	1.00	0.57	1.57	73,374	-	-	-	5,613	26,339	10,311	5,216	2,361	
Recreation Department	9.25	9.25	13.81	14.81	24.06	9.25	14.81	24.06	834,832	-	20,000	-	64,943	139,644	95,373	42,035	17,764	
TOTAL OPERATING BUDGET	89.99	88.49	21.35	25.05	113.54	85.53	24.35	109.88	\$ 5,961,548	\$ (241,492)	\$ 248,000	\$ 306,287	\$ 458,618	\$ 2,029,749	\$ 864,153	\$ 341,552	\$ 161,507	
Net Change		-1.50		3.70	2.20	-2.96	-0.70	-3.66										

FISCAL YEAR 2011-12 PERSONAL SERVICES BUDGET
DEPARTMENTAL SALARY SUMMARY

10.310.62

	FY11 Budgeted Positions					FY12 Proposed Positions			COMPENSATION				FRINGE BENEFITS					TOTAL
	Adopted	Amended	Adopted	Amended	TOTAL	Full-time	Part-time	TOTAL	SALARIES		RHS/Shift							
	FT FTE's (*)	FT FTE's (*)	PT FTE's (*)	PT FTE's (*)	FTE's (*)	FTE's (*)	FTE's (*)	FTE's (*)	CURRENT POSITIONS	REQUESTED POSITIONS	OVER-TIME	Edu/Car Educ/Med/etc	FICA 0.0765	RETIREMENT	CAFETERIA BENEFITS	DEPENDENT COVERAGE SUPPLEMENT	WORKERS COMP	
ENTERPRISE FUNDS																		
SANIBEL SEWER SYSTEM																		
Physical Environment Operations & Projects	16.33	16.33	2.00	2.00	18.33	16.29	2.00	18.29	\$ 957,001	\$ -	\$ 80,000	\$ 16,000	\$ 79,046	\$ 251,124	168,476	63,118	15,838	\$ 1,630,602
Net Change	-	-	-	-	-	-0.04	0.00	-0.04										
BEACH PARKING FUND																		
Transportation Beach Parking	13.68	13.18	-	-	13.18	12.18	1.00	13.18	\$ 514,583	\$ -	\$ 40,000	9,268	\$ 41,518	\$ 155,195	128,321	60,240	22,579	\$ 971,703
Net Change		(0.50)			(0.50)	-1.00	1.00	0.00										

(*) Positions are counted in FTE's (Full-time Equivalents). One (1.0) FTE equals a 40-hour work week or 2,080 working hours in a fiscal year. Fractional FTE's represent Regular Part-time positions OR Temporary/Seasonal Full-time positions which are budgeted for less than 2,080 working hours in a fiscal year. Part-time positions do not get paid benefits except for FICA.

CITY-WIDE GRAND TOTAL	120.00	118.00	23.35	27.05	145.05	114.00	27.35	141.35	\$ 7,433,132	\$ (241,492)	\$ 368,000	\$ 331,555	\$ 579,181	\$ 2,436,068	\$ 1,160,950	\$ 464,909	\$ 199,924	\$ 12,732,228
Net Change from 2011 to 2012		(2.00)		3.70	1.70	(4.00)	0.30	(3.70)										

City of Sanibel, Florida



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Summary of Changes to Authorized Positions

CITY OF SANIBEL

ADJUSTMENTS TO EXISTING POSITIONS INCLUDED IN FISCAL YEAR 2012 BUDGET

			Budgeted Cost							Description of Request
			FULL-TIME EQUIVALENTS (FTE's) (*)			Annualized Wages		Fringe Benefits	Total	
Fund #	Dept #	Dept Name	Full-time	Part-time	TOTAL	Full-time Positions	Part-time Positions			
001	1500	Planning		(0.30)	(0.30)		(12,172)	(931)	(13,103)	Reduce two planner positions from 39 hours per week to 33 hours per week
001	2100	Police	(1.00)		(1.00)	(97,087)		(38,835)	(135,922)	Eliminate Major position
001	2100	Police	(1.00)		(1.00)	(40,127)		(16,051)	(56,178)	Eliminate 1 FTE sworn officer position
001	2100	Police	(1.00)		(1.00)	(53,711)		(21,484)	(75,195)	Eliminate 1 FTE sworn officer position
001	2100	Police	1.00	(0.50)	0.50	27,438	(23,410)	9,184	13,212	Add 1 FTE dispatcher, reduce part-time as needed dispatchers by .5 FTE
TOTAL OPERATING			(2.00)	(0.80)	(2.80)	(163,487)	(35,583)	(68,117)	(267,187)	TOTAL OPERATING BUDGET
SPECIAL REVENUE FUNDS										
101	4100	Transportation	(1.00)	-	(1.00)	(47,622)	-	(19,049)	(66,671)	Eliminate 1 FTE equipment operator position
169	2400	Building		0.10	0.10		5,200	398	5,598	Increase .25 FTE inspector position to .35 FTE to reflect actual hours worked
TOTAL SPECIAL REVENUE			(1.00)	0.10	(0.90)	(47,622)	5,200	(18,651)	(61,073)	TOTAL SPECIAL REVENUE BUDGET
BEACH PARKING ENTERPRISE FUNDS										
470	5400	Beach Parking	(1.00)	1.000	-	(27,438)	27,438	(8,876)	(8,876)	Eliminate 1 full-time tradesworker position; add 1 part-time tradesworker position
TOTAL SEWER ENTERPRISE			(1.00)	1.000	-	(27,438)	27,438	(8,876)	(8,876)	TOTAL BEACH PARKING BUDGET
GRAND TOTAL CITY-WIDE			(4.00)	0.30	(3.70)	(238,547)	(2,945)	(95,644)	(337,136)	GRAND TOTAL

(*) Positions are counted in FTE's (Full-time Equivalents). One (1.0) FTE equals a 40-hour work week or 2,080 working hours in a fiscal year. Fractional FTE's represent Regular Part-time positions OR Temporary/Seasonal Full-time positions which are budgeted for less than 2,080 working hours in a fiscal year.