

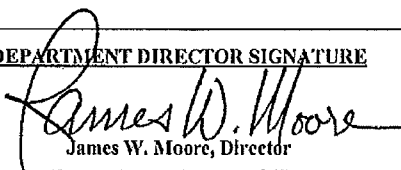
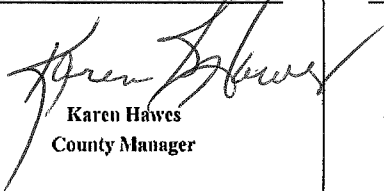
**BOARD MANAGEMENT AND PLANNING AGENDA**  
**MONDAY – AUGUST 6, 2012**  
**1:30 – 4:00 PM**  
**COMMISSION CHAMBERS**

- 1. LEE COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY OVERVIEW**  
**PRESENTER:** Jim Moore, Economic Development  
**TIME REQUIRED:** 15 Minutes
  
- 2. SUPPLIER DIVERSITY PROGRAM**  
**PRESENTER:** Glen Salyer, Equal Opportunity  
**TIME REQUIRED:** 20 Minutes
  
- 3. PROCUREMENT PROCESS & CONTRACT MANAGEMENT REDESIGN**  
**PRESENTER:** Bob Franceschini, Procurement Management  
**TIME REQUIRED:** 30 Minutes
  
- 4. STATUS REPORT ON EAR BASED COMPREHENSIVE PLAN IMPLEMENTATION**  
**PRESENTER:** Kathie Ebaugh, Planning  
**TIME REQUIRED:** 10 Minutes
  
- 5. REPLACEMENT OF ORIGINAL JUSTICE CENTER CHILLERS**  
**PRESENTER:** Rich Beck, Facilities Services  
**TIME REQUIRED:** 10 Minutes

**BOARD COMMENTS/DISCUSSION**

**ADJOURN**

**THIS AGENDA AND BACKUP MAY BE OBTAINED FROM [WWW.LEE-COUNTY.COM](http://WWW.LEE-COUNTY.COM) OR  
FROM LEE COUNTY PUBLIC RESOURCES (239) 533-2737.  
The Management and Planning Meeting is Televised Live on Comcast Cable Channel 97.**

<b>MANAGEMENT &amp; PLANNING COMMITTEE AGENDA REQUEST FORM COMMISSION DISTRICT # COUNTYWIDE</b>			
<b>PRESENTED BY:</b>  Jim Moore, Economic Development		<b>REQUESTED BY:</b>  Karen Hawes, County Manager	
<b>TITLE OF ITEM FOR THE AGENDA:</b> Lee County Industrial Development Authority Overview			
<b>1. <u>DESCRIPTION AND OBJECTIVE OF THE ISSUE</u></b>  The Economic Development Office will provide an overview of the Industrial Development Authority and its programs to promote economic diversification and their efforts for promoting the retention, expansion and recruitment of high-wage, high skill industry to Lee County.			
<b>2. <u>PROPOSE POLICY, PROCEDURE OR PLAN OF ACTION</u></b>  N/A			
<b>3. <u>OPTIONS (List advantages/Disadvantages of Each Option Listed)</u></b>  Information Item			
<b>4. <u>FINANCIAL IMPACTS/FUNDING SOURCE</u></b>  N/A			
<b>5. <u>STAFF RECOMMENDATIONS, AND JUSTIFICATION FOR RECOMMENDATIONS</u></b>  N/A			
<b>6. Mandated: No</b>		<b>BY WHAT AUTHORITY?</b>	
<b><u>DEPARTMENT DIRECTOR SIGNATURE</u></b>  James W. Moore, Director Economic Development Office	<b><u>COUNTY MANAGER SIGNATURE</u></b>  Karen Hawes County Manager	<b><u>MEETING DATE</u></b>  August 6, 2012	<b><u>TIME REQUIRED</u></b>  15 minutes



**BOCC**  
**MANAGEMENT & PLANNING**  
**August 6, 2012**

**Together, we mean business.**

## HISTORY AND RATIONALE

### LEE COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

- Florida Legislature created for each County an Industrial Development Authority as a public body corporation with perpetual succession as a body politic
- Established in 1975 under Part III of Chapter 159, Florida Statutes and Lee County Resolution 75-6-17
- Purpose
  - Foster and encourage industrial and business development in Lee County
  - Encourage locating and expanding businesses to use Industrial Development Revenue Bonds for financing project
  - Confidentiality of Records (FL Statute 288.075) for business prospects
  - Administer Lee County Job Opportunity Program and Lee County Marketing Program (Interlocal Agreement approved each year between BOCC & IDA)

# LEE COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

- Membership
  - Five (5) originally, amended by resolution 87-5-6 adding two (2) additional members bringing to seven (7) members
  - Appointed to serve by BOCC, 4-year terms
  - Resolution 08-01-15 amended composition of the seven (7) members into seven (7) categories
    - Officer of a major, local financial institution
    - Horizon Council Member, appointed by the Horizon Council
    - Certified Public Accountant
    - Developer of industrial sites
    - Officer of local marketing or advertising firm
    - Member of building industry, to include General Contractor, Architect, Engineer or other related profession
    - Officer of local manufacturing firm or business

# LEE COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

- Members have specific expertise and are the delegated representatives to review financial statements and performance agreements
- Current Members
  - Robbie Roepstorff, Chair (financial institution)
  - David Barton, Vice Chair (developer of industrial sites)
  - Wayne Kirkwood, Secretary (building industry)
  - Tom Hoolihan, Treasurer (real estate)
  - Gail Markham, Asst. Secretary (certified public accountant)
  - Ric Pritchett (advertising firm)
  - Douglas Gyure (local manufacturing business)
- Officers rotate each year at annual meeting
- Staff support provided by Economic Development Office
- Independently audited each year by Ashley & Brown CPA's

# LEE COUNTY EDUCATIONAL FACILITIES AUTHORITY

- Established in 2001 pursuant to Sections 243.18 and 243.40, Florida Statutes, Resolution 01-11-01
- Purpose
  - Functions identically to an IDA
  - Independently audited each year by Ashley & Brown CPA's
  - Financing only projects of private, non-profit, post secondary educational facilities
  - All seven (7) IDA Board members serve as members of the EFA, except one additional member is required from a private college
    - David Rice, Hodges University Representative

## Financing Accomplishments

- Hodges University Fort Myers Campus Bond Issue 2001

# Confidentiality-The Role of the IDA

## STATE OF FLORIDA CONFIDENTIALITY OF RECORDS (FL Statute 288.075)

- **Organizations Authorized**
  - Industrial Development Authority
  - Public Economic Development Agency of a county or municipality
- **Information Covered**
  - Proprietary confidential business information owned or controlled by the corporation, partnership, or person requesting confidentiality under Statute s. 288.075, i.e., business plans, internal auditing controls and reports of internal audit
- **Trade Secrets**
- **Plans, Intentions and Interests**
  - Plans, intentions, or interests to locate, relocate or expand any of its business activities in State



# Confidentiality-The Role of the IDA

## STATE OF FLORIDA CONFIDENTIALITY OF RECORDS (FL Statute 288.075)

- **Length of Time**
  - 12 months from date of letter requests or until information is otherwise disclosed
  - ED may extend for an additional 12 months upon written requests
- **Penalties**
  - Any person who is an employee of an economic development agency who violates the provisions commits a misdemeanor of the second degree and punishable by State law

# Programs-The Role of the IDA

## PROGRAMS

- **Lee County Job Opportunity Program (LCJOP) for High Value Jobs**
  - Business expansions and locations; 10 + new jobs; \$2,000 - \$6,000 per new job; targeted industries; >100% of county average wage; cash reimbursement of approved expenditures; also used for 20% match to State QTI; inducement
  - Reviews and approves incentives unless it is a 20% match, which the BOCC approves State resolution
  - BOCC approves \$1.5 M each year as part of EDO budget
  - Created in 1995, 1<sup>st</sup> incentive approved in 1996
  - Independently audited each year by Ashley & Brown CPA's

### Accomplishments

- 52 approvals
- \$6.3 M incentive awarded
- **\$11.4 M received from State of Florida as matching funds**
- \$753 Million economic impact
- 11,990 new high wage, high skill direct and indirect jobs

# LEE COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

## PROGRAMS

- **Industrial Development Revenue Bonds**

- Tax-exempt bonds ; provides a source of long-term, below-market-rate financing; allows certain types of business opportunity to finance facility construction and related cost at an interest rate typically two or three percent below conventional financing rates
- No financial obligation by IDA or County
- Fees from issues dedicated to Economic Development

## Accomplishments

- 87 Bonds issued
- \$1.36 Billion issued
- One of the most active and successful in the State of FL
- Governing documents and leadership structure have been used by other new IDA's in the State
- Recognized as an innovator of business financial assistance programs

# Industrial Development Revenue Bond Recipients 1981-2011

- Pall Corporation
- Munters Corporation
- News-Press Publishing
- Beverly Enterprises – Encore (4)
- Unijax, Inc.
- Nylon Polymers, Inc.
- Daniels Foods, Inc.
- The Commerce Group
- Corinthian Cultured Marble
- Florida Health Facilities, Corp.
- D & D Machine Specialties, Inc.
- Shell Point Village (7)
- North Fort Myers Utilities, Inc. (5)
- Peninsula Motor Club, Inc.
- Florida Freezer (2)
- Maverick Meats
- Bonita Springs Utilities (13)
- Springs Environmental Systems, Inc.
- Charter Glade Hospital
- Gulf Utility Company
- Lehigh Utilities, Inc.
- Hope Hospice (5)
- Baader North America, Inc.
- Southern State Utilities
- Raymond Building Supplies
- Cypress Cove at Healthpark
- Canterbury Schools (3)
- Bonita Community Health Center
- Currier Roofing
- Suncoast Aluminum Furniture
- Legacy at Lehigh
- Shady Rest Care Pavilion
- Allete, Inc.
- Crestwell Higher Learning, Inc.
- Charter Schools Foundation
- Lee Healthcare Resources
- Park Royal Psychiatric Hospital
- LeeSar Health Care
- Edison State College
- WastePro Facility

# LEE COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

## PROGRAMS

- **Lee County Marketing**
  - Approves plan and budget
  - Provides funding match each year to Horizon Foundation
- **LeelsLending**
  - Partnership with local banks to make money available to qualified local businesses for investment, expansion and to create much needed, high-paying jobs
- **Grant Program**
  - Grants to targeted businesses for expansion and location; match to LCJOP and 50% match for State training grants

**THANK YOU**

**MANAGEMENT & PLANNING COMMITTEE  
AGENDA REQUEST FORM  
COMMISSION DISTRICT #**

**PRESENTED BY:** Glen Salyer, Equal Opportunity                      **REQUESTED BY:** County Administration

\_\_\_\_\_  
**Name/Department**

**TITLE OF ITEM FOR AGENDA: Supplier Diversity Program**

**1. DESCRIPTION AND OBJECTIVE OF THE ISSUE**

Present recommendations for a procurement initiative intended to promote significant and equal contracting opportunities for all persons attempting to do business with the County.

**2. PROPOSED POLICY, PROCEDURE OR PLAN OF ACTION**

Pursue a comprehensive Local Small Business Enterprise program that seeks to enhance supplier diversity, strengthen area firms disadvantaged by their smaller size, and stimulate economic development by encouraging the retention and expansion of local companies.

**3. OPTIONS (List Advantages/Disadvantages of Each Option Listed)**

- a) Adopt a race and gender neutral LSBE program that maximizes practicable opportunities to participate in the County's procurement activities (will be inclusive of most existing DBEs);
- b) Administer federal DBE program for federally assisted projects;
- c) Implement a state-of-the-art tracking and reporting system to compile and distribute detailed data regarding all facets of LSBE, DBE, WBE and MBE utilization;
- d) Enact a Women and Minority Business Enterprise program that becomes operative only if discrimination in County procurement is shown to exist by sufficient evidence as required by applicable law; and
- e) Facilitate access to capital for certified companies that are awarded County business.

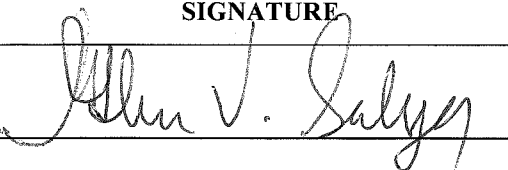
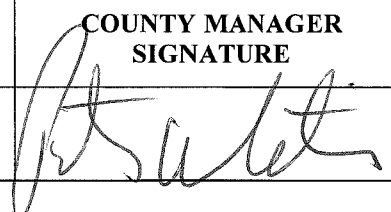
**4. FINANCIAL IMPACTS/FUNDING SOURCE**

Seed funding for an LSBE Revolving Loan Fund is being considered by the Industrial Development Authority.

**5. STAFF RECOMMENDATION AND JUSTIFICATION FOR RECOMMENDATION**

Direct staff to pursue options a) through e) above.

**6. MANDATED?                      Y                       N                       BY WHAT AUTHORITY?**

DEPARTMENT DIRECTOR SIGNATURE	COUNTY MANAGER SIGNATURE	MEETING DATE	TIME REQUIRED
		08/06/12	20 minutes

**MANAGEMENT & PLANNING COMMITTEE  
AGENDA REQUEST FORM  
COMMISSION DISTRICT #**

**PRESENTED BY:** Bob Franceschini  
Division of Procurement

**REQUESTED BY:** Karen B. Hawes  
County Manager

**TITLE OF ITEM FOR THE AGENDA:** Procurement Process & Contract Management Redesign

**1. DESCRIPTION AND OBJECTIVE OF THE ISSUE**

Earlier this year, the County engaged the services of the National Institute of Governmental Purchasing (NIGP) to perform a comprehensive review of the County's Purchasing and Contracts Management processes; and suggest where they could be improved and/or revised.

Objective: To provide an overview of the report findings; discuss the progress made thus far on the recommendations; and present the way forward from this point.

The NIGP report may be viewed electronically via the following link:

<http://www.leegov.com/gov/dept/ProcurementManagement/Documents/Procurement%20Processes%20Redesign%20Report.pdf>

**2. PROPOSE POLICY, PROCEDURE OR PLAN OF ACTION**

Recommend allowing staff to continue to revise and implement the process and document changes using the NIGP report as a template. Major changes being implemented include: (1) Reducing and simplifying the number of procurement methods; (2) Strengthening evaluation criteria; (3) Improved tracking of DBE participation; (4) Possible development of a Local Small Business Enterprise (LSBE) program.

**3. OPTIONS (List advantages/Disadvantages of Each Option Listed)**

Recommend Procurement personnel be allowed to institute various changes on an on-going basis.

Advantages: Allows for a smooth transition period while maintaining full function of the Procurement function prior to formal approval by the Board of the entire revamped methodology.

Disadvantages: None known.

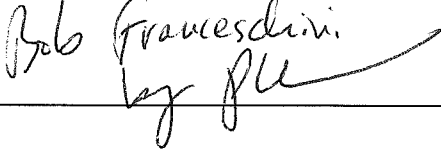
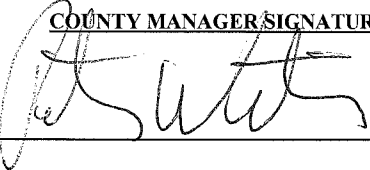
**4. FINANCIAL IMPACTS/FUNDING SOURCE**

N/A


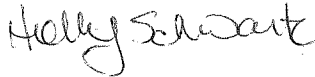
**5. STAFF RECOMMENDATIONS, AND JUSTIFICATION FOR RECOMMENDATIONS**

Recommend allowing Procurement to continue to revise, rewrite, and revamp processes and procedures; and progressively assimilate them prior to coming back to the Board for final approval.

**6. Mandated: Y N X BY WHAT AUTHORITY?**

<u>DEPARTMENT DIRECTOR SIGNATURE</u>	<u>COUNTY MANAGER SIGNATURE</u>	<u>MEETING DATE</u>	<u>TIME REQUIRED</u>
		8-6-12	30 min.



<b>MANAGEMENT &amp; PLANNING COMMITTEE AGENDA REQUEST FORM COMMISSION DISTRICT #</b>			
<b>PRESENTED BY: Kathie Ebaugh Planning Division</b>		<b>REQUESTED BY:</b>	
<b>TITLE OF ITEM FOR THE AGENDA:</b> Status report on EAR based Comprehensive Plan implementation.			
<p><b>1. <u>DESCRIPTION AND OBJECTIVE OF THE ISSUE</u></b></p> <p>The interdepartmental staff team has been working to amend the comprehensive plan in accordance with the county's EAR. Updates were presented at the October, February, and May M&amp;P Meetings. The public hearing process with the Local Planning Agency (LPA) is well underway.</p> <p>In monthly workshops with the LPA and the Community Sustainability Advisory Committee, staff has presented drafts of the following elements:</p> <ul style="list-style-type: none"> <li>• Vision Statement;</li> <li>• Community Safety and Wellbeing;</li> <li>• Economic;</li> <li>• Parks, Recreation, and Open Space;</li> <li>• Intergovernmental Coordination;</li> <li>• Historic Preservation;</li> <li>• Capital Improvements; and,</li> <li>• Conservation and Coastal Management.</li> </ul> <p>The remaining elements include:</p> <ul style="list-style-type: none"> <li>• Community Facilities and Services</li> <li>• Communities (Various Planning Communities);</li> <li>• Housing;</li> <li>• Form and Character (new element);</li> <li>• Transportation; and,</li> <li>• Future Land Use.</li> </ul> <p>The schedule for adoption has been slightly slowed with additional review from the LPA. Workshops for additional input from the public, the development community and the Board are being scheduled in the coming months. A new web based outreach program for public input is being conducted.</p> <p>The Lee Plan update is expected to be presented to the Board for review and transmittal to the state late this fall, with adoption in early 2013.</p>			
<b>2. <u>PROPOSED POLICY, PROCEDURE OR PLAN OF ACTION</u></b> Update the Board on the staff's combined efforts and review the project schedule for the rest of the year. Periodic updates will continue at M&P through adoption.			
<b>3. <u>OPTIONS (List Advantages/Disadvantages of Each Option Listed)</u></b> Informational item.			
<b>4. <u>FINANCIAL IMPACTS/FUNDING SOURCE</u></b> N/A			
<b>5. <u>STAFF RECOMMENDATIONS, AND JUSTIFICATION FOR RECOMMENDATIONS</u></b> Informational item.			
<b>6. Mandated: <u>Y</u> N</b>		<b>BY WHAT AUTHORITY? FS Chapter 163</b>	
<b><u>DEPARTMENT DIRECTOR SIGNATURE</u></b>	<b><u>COUNTY MANAGER SIGNATURE</u></b>	<b><u>MEETING DATE</u></b>	<b><u>TIME REQUIRED</u></b>
		8/6/2012	10 minutes

**MANAGEMENT & PLANNING COMMITTEE  
AGENDA REQUEST FORM  
COMMISSION DISTRICT #**

**PRESENTED BY:** Rich Beck

**REQUESTED BY:** Pete Winton

**TITLE OF ITEM FOR THE AGENDA:**  
Replacement of Original Justice Center Chillers

**1. DESCRIPTION AND OBJECTIVE OF THE ISSUE**

Update Board on condition of the chillers in the Justice Center and proposed plan of action

**2. PROPOSE POLICY, PROCEDURE OR PLAN OF ACTION**

The air conditioning for the original Justice Center, Justice Center Annex, the Tower and the Downtown Jail is handled by three 16 year old, York chillers that have been converted to produce both ice and chilled water along with two new, additional Carrier chillers which produce chilled water only. Since the modification, the York chillers have not been able to perform as intended. This has resulted in ongoing maintenance issues which have accelerated this year resulting in maintenance costs that will exceed \$100,000 and due to their unreliability are preventing us from performing Preventative Maintenance on the Carrier units which must be kept operational.

The Plan of Action is to either:

- 1) Purchase and install new chillers during the cooler months ahead
- 2) Continue performing repairs on the existing chillers and face the possibility of the need to lease emergency chillers when one of the Carrier units goes down.

**3. OPTIONS (List advantages/Disadvantages of Each Option Listed)**

1. Replace the three York chillers

Advantage: New chillers will be able to reliably keep the Justice Center Complex and Downtown Jail within comfortable temperature levels

Disadvantage: We will not be able to give back the anticipated \$375,000.00 dollars from next year's budget and will need to push back the County/City Annex chiller work totaling \$150,000.00 and use both set of funds for the Justice Center.

2. Keep the existing chillers and perform maintenance to keep them operational

Advantage: Annual cost may be less than \$500,000

Disadvantages: Total cost over the years to cool the Justice Center is unknown

Difficulties will remain with keeping the systems running and providing a comfortable environment

Emergency chillers will cost approximately \$60,000/month plus initial set up if they are needed due to a

breakdown of one of the Carrier units.

**4. FINANCIAL IMPACTS/FUNDING SOURCE**

Financial Impacts - All of the major maintenance budget requested for FY 12/13 will be spent and none will be able to be held back to return to the General Fund Reserves

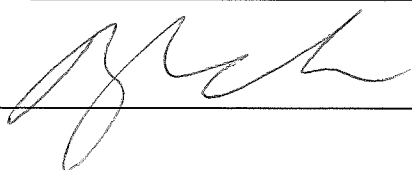
Funding Source - General Fund

**5. STAFF RECOMMENDATIONS, AND JUSTIFICATION FOR RECOMMENDATIONS**

Replace the three York chillers with two air cooled units identified in an engineering report already accomplished.

**6. Mandated:    Y    N    BY WHAT AUTHORITY?**

DEPARTMENT DIRECTOR SIGNATURE



COUNTY MANAGER SIGNATURE



MEETING DATE

8-6-12

TIME REQUIRED

10 min.