

LEE COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

BLUE SHEET NO: 20031463

1. REQUESTED MOTION:

ACTION REQUESTED:

Authorize the establishment of 1 Senior Building Inspector, 4 Building Inspectors and 3 Permit Representative positions for Department of Community Development. Approve transfer of funds from MSBU Building Reserves *2010* in the amount of \$473,049 (through end of current fiscal year). Approve budget resolution for Fleet Management.

WHY ACTION IS NECESSARY:

Board authorization is required for establishment of new positions and budget transfers from Reserves.

WHAT ACTION ACCOMPLISHES:

To provide adequate level of permitting and inspection service - Building inspection and permitting programs are fee-supported.

2. DEPARTMENTAL CATEGORY:
COMMISSION DISTRICT #:

A4B

3. MEETING DATE:

12-16-2003

4. AGENDA

- CONSENT
- ADMINISTRATIVE
- APPEALS
- PUBLIC
- TIME REQUIRED: _____

5. REQUIREMENT/PURPOSE
(Specify)

- STATUTE _____
- ORDINANCE _____
- ADMIN. CODE _____
- OTHER

6. REQUESTOR OF INFORMATION

- A. COMMISSIONER: _____
- B. DEPARTMENT: Development Services
- C. DIVISION: _____
- BY: Bob Stewart *BS*

7. BACKGROUND:

To maintain a satisfactory level of service in the building inspection and permitting (customer assistance) areas, additional staff are needed. The number of customers in the permit lobby has increased 35% in the last year to a total of 70,821. The number of building inspections has increased 20% over the past year to a total of 163,832. Sufficient revenues are available to fund these fee-supported positions.

| | |
|---------------------------|-------------------|
| Salary (including fringe) | \$ 291,914 |
| Vehicles and Maintenance | \$ 159,385 |
| Personal Computers | \$ 15,000 |
| Misc. Operating Expenses | \$ 6,750 |
| TOTAL | \$ 473,409 |

Funds will be available upon transfer in accounts LC5240815501 and LC5241015501.
Fleet Budget Resolution will provide additional budget for monthly maintenance and fuel needed for new vehicles.

Attachment: Memorandum
Budget Transfer
Budget Resolution

8. MANAGEMENT RECOMMENDATIONS:

9. RECOMMENDED APPROVAL

| DEPARTMENT DIRECTOR | Purchasing | Human Resources | County Administration | | | | OTHER | COUNTY ATTORNEY | COUNTY MANAGER |
|---------------------|------------|-------------------------------|-----------------------|-------------------|---------------------|-------------------|--------------|--------------------|----------------|
| | | | OM | OM | Risk | GC. | | | |
| <i>Way Gibbs</i> | <i>n/a</i> | <i>done for Perry with...</i> | <i>OG 12/3/03</i> | <i>OM 12/1/03</i> | <i>Risk 12/1/03</i> | <i>GC 12/4/03</i> | <i>Quinn</i> | <i>[Signature]</i> | |

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty
Date: *12/4/03*
Time: *3:00 PM*
Forwarded to: *Bussell*
12/4/03 3:00pm

RECEIVED BY
COUNTY ADMIN: *TD*
12/4/03
2:30 PM SLT
COUNTY ADMIN
FORWARDED TO:
12/5/03

RESOLUTION

Amending the Budget of Fleet Management-Fund 59400 to incorporate the unanticipated receipts into Estimated Revenues and Appropriations for the fiscal year 2003-2004.

WHEREAS, in compliance with the Florida Statutes 129.06(2), it is the desire of the Board of County Commissioners of Lee County, Florida, to amend the Fleet Management-Fund 59400 budget for \$10,350 of the unanticipated revenue from additional user fees and an appropriation of a like amount for additional expenses and;

WHEREAS, the Fleet Management-Fund 59400 budget shall be amended to include the following amounts which were previously not included.

ESTIMATED REVENUES

Prior Total: \$4,925,522
Additions

JB5191059400.341210.9001 Vehicle-Maintenance Fees \$10,350

Amended Total Estimated Revenues \$4,935,872

APPROPRIATIONS

Prior Total: \$4,925,522
Additions

JB5191059400.504670 Equipment Repair Parts \$10,350

Amended Total Appropriations \$4,935,872

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Lee County, Florida, that the Fleet Management-Fund 59400 budget is hereby amended to show the above additions to its Estimated Revenue and Appropriation accounts.

Duly voted upon and adopted in Chambers at a regular Public Hearing by the Board of County Commissioners on this ___ day of _____, 2003.

ATTEST:
CHARLIE GREEN, EX-OFFICIO CLERK

BOARD OF COUNTY COMMISSIONERS
LEE COUNTY, FLORIDA

BY: _____
DEPUTY CLERK

CHAIRMAN

APPROVED AS TO FORM

OFFICE OF COUNTY ATTORNEY


DOC TYPE YA
LEDGER TYPE BA

MEMORANDUM

FROM
THE DEPARTMENT OF
COMMUNITY DEVELOPMENT

DATE: December 5, 2003

TO: Mary Gibbs, Director
Community Development

FROM: 
Bob Stewart, Building Official

RE: Additional Building Inspector and Permit Technician Positions

Since the last fiscal year, Building Inspections have increased nearly 20%, from 137,415 to 163,832. This is an increase of 26,417 inspections in a single year. In 1999 the Building Industry Oversight Committee recommended a maximum number of inspections a Building Inspector could adequately perform in a day at 25 inspections. During the months of August, September and October this year, building inspectors approached or exceeded the maximum number over 800 times.

| <u>Month</u> | <u>Number of Inspections 25 or over</u> |
|--------------|---|
| August | 244 |
| September | 272 |
| October | 378 |

Having to perform this many inspections in a day requires the inspectors to limit the amount of time they can spend on the job site performing the inspection. The quality of the inspection is directly related to the amount of time an inspector has to spend inspecting construction work. The Building Industry Oversight Committee has requested that the inspectors spend the time necessary to perform inspections of adequate quality.

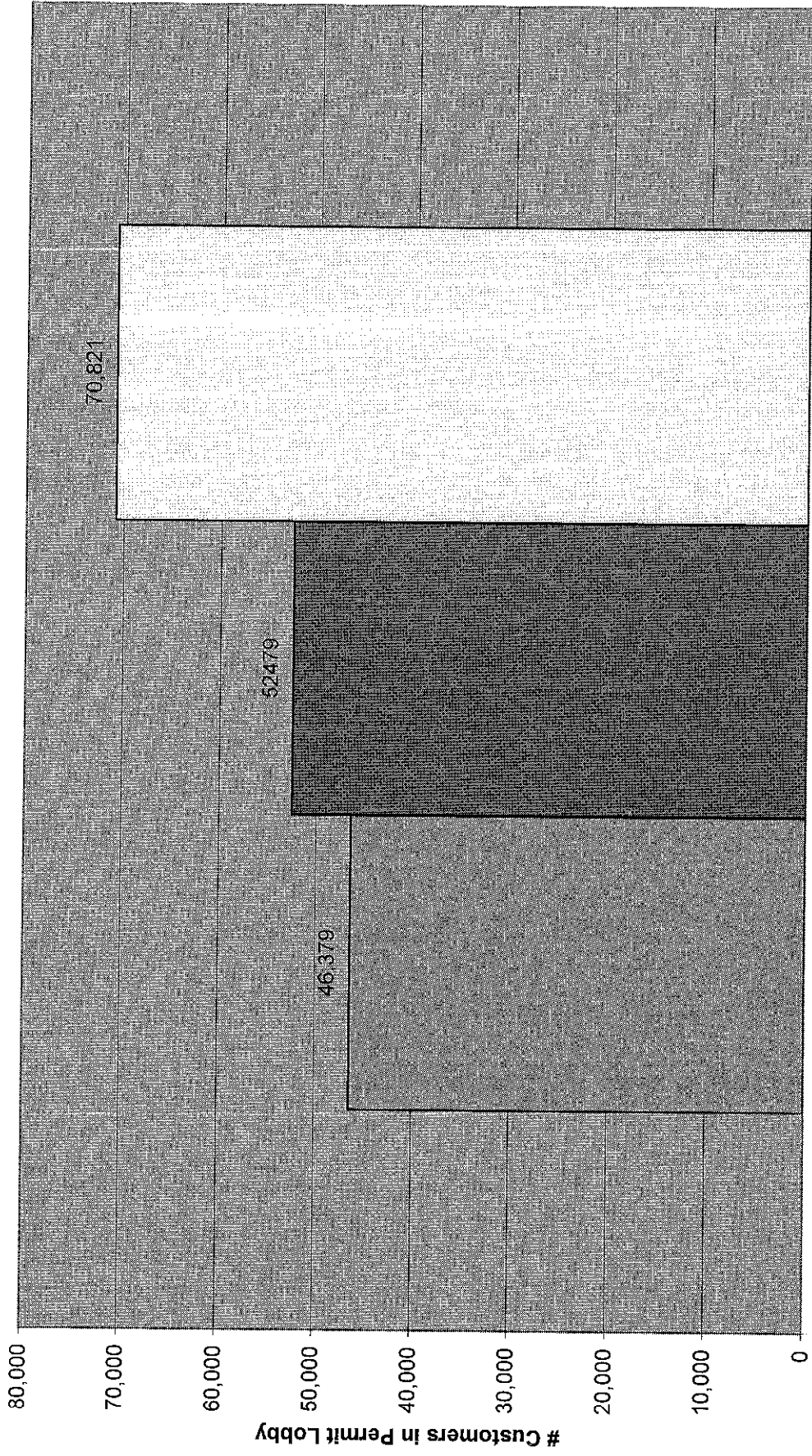
Additionally, the large increase in the amount of permitting has resulted in dramatic increase in the amount of customers in the permit lobby. The number of customers increased 35% over the last fiscal year to over 70,000 customers.

cc: Peter Cloutier, Fiscal Manager

| FISCAL 2002 TYPE | Oct-02 | Nov-02 | Dec-02 | Jan-03 | Feb-03 | Mar-03 | Apr-03 | May-03 | Jun-03 | Jul-03 | Aug-03 | Sep-03 | TOTALS |
|---------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| A/C ROOFING | 2153 | 2103 | 1987 | 2449 | 2259 | 2420 | 2613 | 2350 | 2300 | 2649 | 2628 | 3035 | 28946 |
| ELECTRIC | 2841 | 2573 | 2437 | 2965 | 2514 | 2621 | 2821 | 2811 | 2682 | 2899 | 2925 | 2930 | 33019 |
| GENERAL | 1653 | 1428 | 1352 | 1374 | 1398 | 1556 | 1653 | 1602 | 1478 | 1416 | 1141 | 1199 | 17250 |
| PLUMBING | 1995 | 2022 | 1937 | 2536 | 2283 | 2153 | 2228 | 2278 | 2378 | 2670 | 2508 | 2777 | 27765 |
| STRUCTURAL | 4228 | 3857 | 3629 | 4746 | 4332 | 4760 | 4932 | 4906 | 5112 | 5614 | 5039 | 5697 | 56852 |
| | 12870 | 11983 | 11342 | 14070 | 12786 | 13510 | 14247 | 13947 | 13950 | 15248 | 14241 | 15638 | 163832 |
| Fiscal 2001 | Oct-01 | 1-Nov | 1-Dec | Jan-02 | Feb-02 | Mar-02 | Apr-02 | May-02 | Jun-02 | Jul-02 | Aug-02 | Sep-02 | |
| A/C ROOFING | 2438 | 2226 | 2015 | 2436 | 2064 | 2303 | 2230 | 2340 | 2166 | 1911 | 2297 | 1830 | 26256 |
| ELECTRIC | 3104 | 2823 | 2395 | 2849 | 2611 | 2712 | 2701 | 2556 | 2577 | 2332 | 2307 | 1942 | 30909 |
| GENERAL | 1342 | 1542 | 1338 | 1453 | 1273 | 1456 | 1449 | 1090 | 1155 | 1231 | 1192 | 1116 | 15637 |
| PLUMBING | 2152 | 2012 | 1713 | 2121 | 1768 | 1968 | 2016 | 1843 | 1745 | 1749 | 1744 | 1623 | 22454 |
| STRUCTURAL | 3933 | 3355 | 2948 | 3457 | 3278 | 3764 | 4177 | 3270 | 3283 | 3115 | 4046 | 3533 | 42159 |
| fiscal01-02 | 12969 | 11958 | 10409 | 12316 | 10994 | 12203 | 12573 | 11099 | 10926 | 10338 | 11586 | 10044 | 137415 |
| fiscal02-03 | 12870 | 11983 | 11342 | 14070 | 12786 | 13510 | 14247 | 13947 | 13950 | 15248 | 14241 | 15638 | 163832 |
| Increase | -99 | 25 | 933 | 1754 | 1792 | 1307 | 1674 | 2848 | 3024 | 4910 | 2655 | 5594 | 26417 |

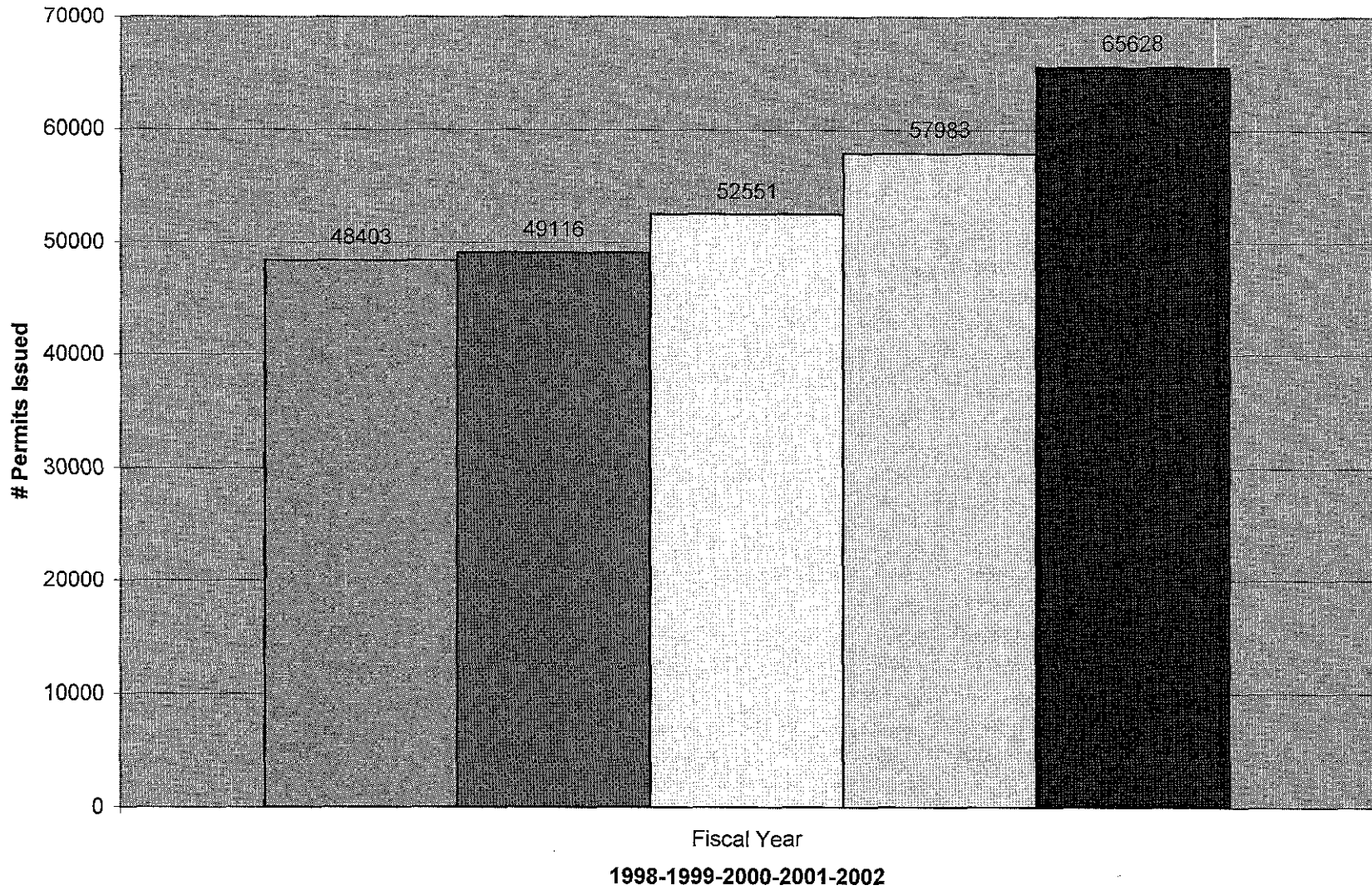
correct
10-3-03
DM

Customers in Permit Area

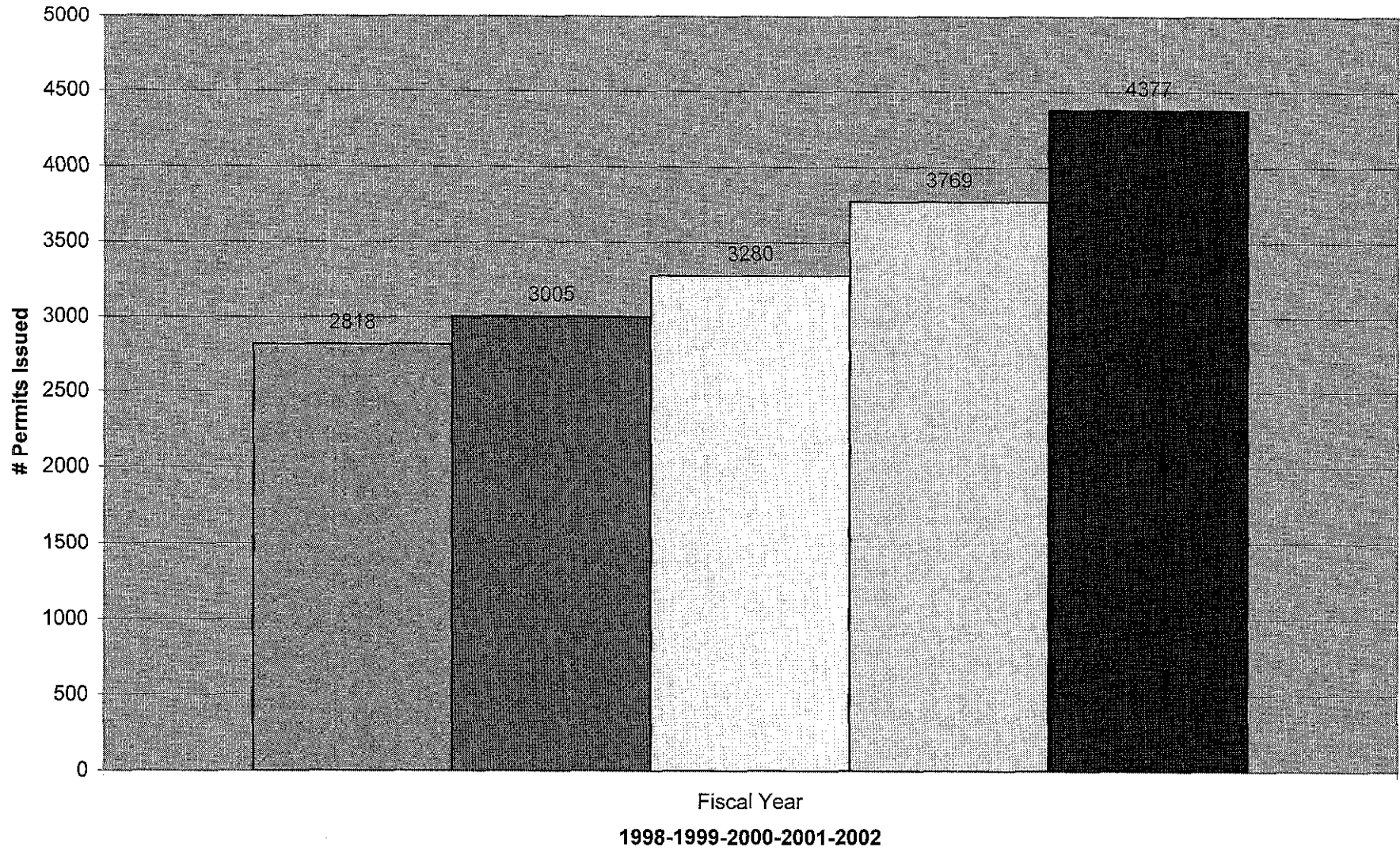


Fiscal Year
2000-2001-2002

Total Permitting



Single Family Permits Issued



REQUEST FOR TRANSFER OF FUNDS

FUND NAME: MSBU Building Reserves DATE: 12/4/03 BATCH NO.: _____

FISCAL YEAR: 04 FUND NO. 15501 DOC. TYPE: YB LEDGER TYPE: BA

TO: COMMUNITY DEVELOPMENT PERMIT ISSUANCE/INSPECTIONS
 (Division Name) (Program Name)

NOTE: Please list the account number below in the following order:
 Business Unit (dept/div, program, fund, subfund); Object Account; Subsidiary; Subledger
 (Example: BB 5120100100.503450)

| <u>Account Number</u> | <u>Object Name</u> | <u>DEBIT</u> |
|-----------------------|--------------------------|--------------|
| LC5240815501.501210 | Salaries | 92,619 |
| LC5241015501.501210 | Salaries | 199,295 |
| LC5240815501.506410 | Furniture & Equipment | 15,000 |
| LC5241015501.506430 | Vehicles & Rolling Stock | 130,000 |
| LC5241015501.504110 | Telecommunications | 2,250 |
| LC5241015501.504030 | Motor Pool Charges | 29,385 |
| LC5240815501.505280 | Minor Equipment | 4,500 |

TOTAL TO: \$473,049

FROM: NON DEPARTMENTAL RESERVES
 (Division Name) (Program Name)

| <u>Account Number</u> | <u>Object Name</u> | <u>CREDIT</u> |
|-----------------------|----------------------------|---------------|
| GC5890115501.509910 | Reserves for Contingencies | 473,049 |

TOTAL FROM: \$473,049

EXPLANATION: Provides budget for 8 additional positions requested by Community Dev.

Per City 12/4/03

Mary Gibby *12-5-03*
 DIVISION DIRECTOR SIGNATURE/DATE DEPARTMENT HEAD SIGNATURE/DATE

DBO: APPROVAL DENIAL _____
Delma D Davis *12/5/03*
 OPS. ANALYST SIGNATURE DATE

OPS. MGR.: APPROVAL DENIAL _____
Jane Kelly *12/6/03*
 OPS. MGR. SIGNATURE DATE

CO. MGR.: APPROVAL _____ DENIAL _____

 CO. MANAGER SIGNATURE DATE

BCC APPROVAL DATE: _____

 BCC CHAIRMAN SIGNATURE

BA. NO. _____ AUTH CODE _____ TRANS DATE _____