Lee County Board Of County Commissioners Agenda Item Summary

Blue Sheet No. 20041453

1. REQUESTED MOTION:

<u>ACTION REQUESTED</u>: For Facilities Management, MARS, approve four (4) new Tradesworker III positions to maintain additional square footage acquired in the County, per MOU of 4/7/98 and amended 11/27/01. Estimated costs for balance of FY05 for salaries, vehicles, equipment, and operating expenses is \$266,441. For Facilities Management Admin, approve (1) Tradesworker II position, previously approved by County Admin during the June, 2004 budget process, but omitted from the budget workshop books. Estimated cost for balance of FY05 is \$39,135. For Internal Services-Fiscal, approve (1) Account Clerk, Sr. position, to provide fiscal support. Estimated cost for balance of FY05 is \$39,675.

Approve budget transfer from General Fund Reserves in the amount of \$345,251, and approve Budget Amendment Resolution for Fleet Management.

<u>WHY ACTION IS NECESSARY</u>: Board approval is required for establishment of new positions, budget transfers and resolutions, and Piggy Back purchases over \$50,000.

WHAT ACTION ACCOMPLISHES: Staff and equipment for Facilities Management, Maintenance and Repair Division, and Internal Services-Fiscal, due to additional square footage acquired by the County.

RY: 02 0 10	3. MEETING DATE: /	0 00 0001				
<u> </u>		2-07-2004				
4. AGENDA: 5. REQUIREMENT/PURPOSE:		ORMATION:				
(Specify)						
STATUTE	A. COMMISSIONER					
ORDINANCE	B. DEPARTMENT	Construction & Design				
ADMIN. CODE	C. DIVISION	Facilities Management				
OTHER	BY: M	in				
	Rick/Beck	k, Director				
		ases and maintenance:				
\$84,600; Operating Expenses (phones, uniforms, tools): \$4,500; Total: \$266,441.						
Additional Facilities/Admin Tradesworker II position approved 6/04 during budget process. Costs include salaries and						
		include salaries and				
cations (\$525), and PC (\$2,000), for a to	otal of \$39,135.					
cations (\$525), and PC (\$2,000), for a to ded to provide fiscal support for these 5	otal of \$39,135. positions and additional spa					
cations (\$525), and PC (\$2,000), for a to ded to provide fiscal support for these 5 been added to their support duties since	otal of \$39,135. positions and additional spa 10/1/02.	ace footage, as well as for				
cations (\$525), and PC (\$2,000), for a to ded to provide fiscal support for these 5 been added to their support duties since available in QC5190100100/QC5121200	otal of \$39,135. positions and additional spa e 10/1/02. 0100. (Construction & Desig	ace footage, as well as for gn, Facilities				
cations (\$525), and PC (\$2,000), for a to ded to provide fiscal support for these 5 been added to their support duties since available in QC5190100100/QC5121200 dmin, General Fund) and NB513180010	otal of \$39,135. positions and additional spa 10/1/02. 0100. (Construction & Desig 00 (PW/CD Internal Services	ace footage, as well as for gn, Facilities s-Fiscal, General Fund).				
cations (\$525), and PC (\$2,000), for a to ded to provide fiscal support for these 5 been added to their support duties since available in QC5190100100/QC5121200	otal of \$39,135. positions and additional spa 10/1/02. 0100. (Construction & Desig 00 (PW/CD Internal Services	ace footage, as well as for gn, Facilities s-Fiscal, General Fund).				
cations (\$525), and PC (\$2,000), for a to ded to provide fiscal support for these 5 been added to their support duties since available in QC5190100100/QC5121200 dmin, General Fund) and NB513180010 ide additional budget for monthly mainte	otal of \$39,135. positions and additional spa 10/1/02. 0100. (Construction & Desig 00 (PW/CD Internal Services	ace footage, as well as for gn, Facilities s-Fiscal, General Fund).				
cations (\$525), and PC (\$2,000), for a to ded to provide fiscal support for these 5 been added to their support duties since available in QC5190100100/QC5121200 dmin, General Fund) and NB513180010	otal of \$39,135. positions and additional spa 10/1/02. 0100. (Construction & Desig 00 (PW/CD Internal Services	ace footage, as well as for gn, Facilities s-Fiscal, General Fund).				
	5. <u>REQUIREMENT/PURPOSE</u> : (Specify) STATUTE ORDINANCE ADMIN. CODE OTHER acquired since our blue sheet 20040506 radesworker III's. (Salaries and Benefit nones, uniforms, tools): \$4,500; Total:	5. REQUIREMENT/PURPOSE: (Specify) 6. REQUESTOR OF INF (Specify) STATUTE ORDINANCE A. COMMISSIONER ORDINANCE B. DEPARTMENT ADMIN. CODE C. DIVISION OTHER BY: Rich/Bec Acquired since our blue sheet 20040506, dated May 4, 2004, position radesworker III's. (Salaries and Benefits: \$177,341; Vehicle purchased toones, uniforms, tools): \$4,500; Total: \$266,441.				

9. <u>RECOMMENDED APPROVAL</u> :									
Α	В	С	D	E	F		G		
Department	Purchasing	Human	Other	County	Budget Services			County Manager	
Director	or Contracts	Resources	_	Attorney		1n.	_		
Stundy 11.17.04		Jun Hisa		Kto Minist	CA JOM	Risk	GC Brack	Jam	len ny
10. COMMISS	SION ACTION:				JRing 2404	•	RECEIVED) BY	
APPROVED DENIED DEFERRED			Rec. by CoAtty Date: $ $			COUNTY ADMIN: U/19/34 Z: Z Spasson COUNTY ADMIN FORWARDED TOF/			
		OTHER		0	,	· · · · · · · · · · · · · · · · · · ·	162	331	
S:\WPDOCS\FACILITI\Blue Sheets\MARS 4 positions.doc/le 11/17/0									

SQUARE FOOTAGE FOR HEADCOUNT REQUEST PER MOU (12/04 Bluesheet)

Description	Square Footage		
EMS Station #22	2,220		
City of Palms OfficesUnder Stadium, Off Concoarse (unclaimed portion)	40,978		
Estero High School Football Fields	13,600		
Red Sox Complexes Parking Lots (unclaimed portion)	20,401		
Five-Plex Ballfields (176,750 - 106,801 = 69,949*)	106,801		
Total	184,000		

*Remaining 69,949 square footage will be carried to next headcount request.

REQUEST FOR TRANSFER OF FUNDS

FUND NAME:	General			DATE:	10/28/04	BATCH NO	·	<u></u>
FISCAL YEAR:	04/05	FUND #:	00100		YB	LEDGER TYPE:		BA
<u>TO:</u>		Management		<u> </u>	MARS/Admin			
(DIVISION NAME)			(PROGRAM NAME)					
	NOTE: PLEASE L	IST THE ACCOUN	IT NUMBER	BELOW IN THE		DER:		
	FUND #-DEPT/DIV	#-PROGRAM #-0	DBJECT COD	de #-subfund #	-PROJECT#-COS	ST CENTER #.		
	(EXAMPLE: BB51	20100100.5034	50)					
	ACCOUNT NUM	BER			OBJECT NAM			DEBIT
QC5190100100.	-			Salaries			\$	177,34
QC5190100100.				Vehicle & Roll				80,00
OC5190100100.				Motor Pool C	harges			4,60
QC5190100100.				Telecommun				2,10
QC5190100100.				Minor Equipn				2,00
QC5190100100.				Clothing & W	earing Appare	el 🛛		40
QC5121200100.				Salaries				36,61
QC5121200100.				Telecommun				52
QC5121200100.				Furniture & E	quipment			2,00
NB5131800100.	· · = · •			Salaries				36,67
NB5131800100.	506410			Furniture & E	quipment			3,00
						TOTAL TO:	\$	345,25
FROM: Non-departmental (DIVISION NAME)			Reserves					
	UNIS				(PR(OGRAM NAME)		
		NT NUMBER				L		CREDIT
GC5890100100.5	509910			Reserves for (Contingency		\$	345,25
						TOTAL FROM:	\$	345,25
EXPLANATION:	Provides Budget	for 6 addition:	al position:	s going to the I	BoCC for appr	oval December, 20	104.	
Λ	m	···		&	Jaunde	A.	1	1.18.09
DIVISIO	N DIRECTOR SIGNA	TURE	DATE	DEMART	MENT DIRECTO	DR SIÇNATURE		DATE/
DBS:	APPROVAL			(a	yn lig	ostini		11/22
		/		OPERA	TIONS ANALYS	T SIGNATURE		DATE
				N	III Mil	1		ub.
	APPROVAL	DENIAL		BUDGET OP	ERATIONS MA			$\frac{11/2}{DATE}$
				200001 01				UNIL
CO. ADMIN.:	APPROVAL	DENIAL			<u></u>			
				c	O. ADMIN. SIGI	NATURE		DATE

BCC APPROVAL DATE

____ AUTH CODE:

BA NO:

BCC CHAIRMAN SIGNATURE

TRANS DATE:

REV. 05/93

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RESOLUTION#

Amending the Budget of Fleet Management-Fund 59400 to incorporate the unanticipated receipts into Estimated Revenues and Appropriations for the fiscal year 2004-2005.

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 \$4,300 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.

Prior Total: Additions	ESTIMATED REVENUES	\$5,822,713
JB5191059400.341210.9001	Vehicle-Maintenance Fees	\$4,300
Amended Total Estimated Revenues		\$5,827,013
Prior Total: Additions	APPROPRIATIONS	\$5,822,713
JB5191059400.504670	Equipment Repair Parts	\$4,300

Amended Total Appropriations

\$5,827,013

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 _______, 2004.

ATTEST: Charlie Green, Ex-Officio Clerk

By: ____

DEPUTY CLERK

BOARD OF COUNTY COMMISSIONERS LEE COUNTY, FLORIDA

Chairman

APPROVED AS TO FORM

OFFICE OF COUNTY ATTORNEY

DOC TYPE YA LEDGER TYPE BA