

**Lee County Board Of County Commissioners
Agenda Item Summary**

Blue Sheet No. 20041453

1. REQUESTED MOTION:

ACTION REQUESTED: 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.

WHY ACTION IS NECESSARY: 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.

2. DEPARTMENTAL CATEGORY:
COMMISSION DISTRICT #

02 **C2A**

3. MEETING DATE: **12-07-2004**

4. AGENDA:

- CONSENT
- ADMINISTRATIVE
- APPEALS
- PUBLIC
- WALK ON
- TIME REQUIRED:

5. REQUIREMENT/PURPOSE:
(Specify)

- STATUTE
- ORDINANCE
- ADMIN. CODE
- OTHER

6. REQUESTOR OF INFORMATION:

- A. COMMISSIONER**
- B. DEPARTMENT** Construction & Design
- C. DIVISION** Facilities Management
- BY:** *[Signature]*
Rick Beck, Director

7. BACKGROUND:

For additional 184,000 sq. ft. acquired since our blue sheet 20040506, dated May 4, 2004, positions for Facilities/MARS, per the MOU, include: four (4) Tradesworker III's. (Salaries and Benefits: \$177,341; Vehicle purchases 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 benefits (\$36,610), telecommunications (\$525), and PC (\$2,000), for a total of \$39,135.

Additional Fiscal position needed to provide fiscal support for these 5 positions and additional space footage, as well as for the 86 other positions that have been added to their support duties since 10/1/02.

Upon transfers, funds will be available in QC5190100100/QC5121200100. (Construction & Design, Facilities Management, Facilities MARS/Admin, General Fund) and NB5131800100 (PW/CD Internal Services-Fiscal, General Fund). Fleet Budget Resolution will provide additional budget for monthly maintenance and fuel needed for new vehicles.

Attachments: Budget Transfer, Budget Resolution

8. MANAGEMENT RECOMMENDATIONS:

9. RECOMMENDED APPROVAL:

A Department Director	B Purchasing or Contracts	C Human Resources	D Other	E County Attorney	F Budget Services				G County Manager
<i>[Signature]</i> 11.17.04		<i>[Signature]</i> 11.17.04		<i>[Signature]</i> 11.17.04	OA <i>[Signature]</i> 11.17.04	OM <i>[Signature]</i> 11.17.04	Risk <i>[Signature]</i> 11.17.04	GC <i>[Signature]</i> 11.17.04	<i>[Signature]</i> 11.17.04

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty
Date: 11/19/04
Time: 10:30
Forwarded To:
Co. Admin
11/19/04

RECEIVED BY
COUNTY ADMIN:
11/19/04
2:25 pm
COUNTY ADMIN
FORWARDED TO:
11/23/04
10:21

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

Description	Square Footage
EMS Station #22	2,220
City of Palms Offices--Under Stadium, Off Concourse (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.

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.

ESTIMATED REVENUES

Prior Total: \$5,822,713
Additions

JB5191059400.341210.9001 Vehicle-Maintenance Fees \$4,300

Amended Total Estimated Revenues \$5,827,013

APPROPRIATIONS

Prior Total: \$5,822,713
Additions

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

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