

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

Blue Sheet No. 20020685

1. REQUESTED MOTION:

ACTION REQUESTED: Authorize one new full-time Property Acquisition Agent position in the Division of County Lands; salary and benefits in the estimated amount of \$14,000 for balance of current fiscal year will be absorbed in current budget.

WHY ACTION IS NECESSARY: Board approval is required for unbudgeted new position.

WHAT ACTION ACCOMPLISHES: Provides County Lands with the necessary personnel resources to effectively maintain the current level of service in the Division.

2. DEPARTMENTAL CATEGORY: 06

3. MEETING DATE:

COMMISSION DISTRICT #:

C6E

06-25-2002

4. AGENDA:

- CONSENT
- ADMINISTRATIVE
- APPEALS
- PUBLIC
- WALK ON

TIME REQUIRED:

5. REQUIREMENT/PURPOSE:

(Specify)

- STATUTE
- ORDINANCE
- ADMIN.
- OTHER

6. REQUESTOR OF INFORMATION

- A. COMMISSIONER
- B. DEPARTMENT Independent
- C. DIVISION County Lands
- BY: Karen L. W. Forsyth, Director *KLF*

7. BACKGROUND: Since the fiscal year began, the Division of County Lands has experienced an increase of approximately thirty percent (30%) in its workload due to several unanticipated long and short term projects, to include various Natural Resources, DOT and County Attorney research projects. Every effort was made to identify potential projects at the start of the fiscal year, however, acquisition requirements are not always known until a project's design phase is complete. Often project time frames only allow for a short period of time for voluntary acquisition before the property must be condemned and staff must attempt to acquire property for these "rush" projects while continuing acquisition on other projects. This restricts the County's ability to acquire several properties voluntarily which would keep costs at a minimum. The Division is currently handling a total of 75 projects and the Conservation 2020 Acquisition Program.

All indications are that the land acquisition needs of Lee County will continue at this intensity. Through careful analysis, it has been determined that obtaining this additional position now will allow for the Division to continue to operate effectively and cost efficiently.

Approximately 70% of the future funding for this position will be reimbursed through project management time charges. Funds are available in KM5195000100 *JLD*

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>K. Forsyth</i>	<i>N/A</i>	<i>George A. Williams 6/17/02</i>		<i>Ardena JLD 6/12/02</i>	QA <i>JLD 6/12/02</i>	OM <i>JLD 6/12/02</i>	RISK <i>JLD 6/12/02</i>	GC <i>JLD 6/12/02</i>	<i>JK</i>

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty
Date: *6/11/02*
Time: *11:58am*
Forwarded To:
*ADP/110
6/11/02 2:00pm*

RECEIVED BY
COUNTY ADMIN.
WJ 2/5
COUNTY ADMIN.
FORWARDED TO: *TD*
*BL 6/13/02
10:05am*