

LEE COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY **BLUE SHEET NO: 20030499-UTL**

1. REQUESTED MOTION:

ACTION REQUESTED: Approve P.M.

1) Establishment of twenty-two (22) positions for the Lee County Utilities Division (LCU), needed to provide necessary administrative, maintenance, construction and operations personnel due to the assumption/acquisition of the Gulf Environmental Services (GES) water and sewer system, f/k/a Gulf Utilities, as well as the Gateway Services District Wastewater Treatment System (GSD), both in the month of July, 2003. P.M.

2) also approve attached transfer from Utilities Reserves (GC5890148700.509910), in the amount of \$493,066.71 for fiscal year 2002/2003 for salaries, benefits and equipment.

WHY ACTION IS NECESSARY:

To satisfy the required manpower needed to comply with FDEP operator requirements, as well as the additional administrative staffing needed due to the takeover.

WHAT ACTION ACCOMPLISHES:

Provides needed personnel for proper staffing at three wastewater treatment plants, two water treatment plants, 98 raw sewage lift stations, the water distribution system, as well as the seamless takeover of existing on-going contracts, improvements, design and construction for the two utilities.

2. DEPARTMENTAL CATEGORY: 10 - UTILITIES
COMMISSION DISTRICT #: 5

C10F

3. MEETING DATE:

05-20-2003

4. AGENDA:

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

5. REQUIREMENT/PURPOSE:

- (Specify)
- STATUTE
 - ORDINANCE
 - ADMIN. CODE
 - OTHER Approval

6. REQUESTOR OF INFORMATION:

- A. COMMISSIONER: _____
- B. DEPARTMENT: Lee County Public Works
- C. DIVISION/SECTION: Utilities Division
- BY: Rick Diaz, Utilities Director

DATE: *4/30/03*

7. BACKGROUND:

On January 31, 2000, LCU took over its own operations and maintenance quite successfully with a seamless transition. The personnel, hired for this takeover, were hired during a two-month period that re-established the capability and dedication of our Human Resources Department. More than 100 new employees were advertised for, selected, screened and hired, showing a great effort on their behalf.

(CONT'D.)

MANAGEMENT RECOMMENDATIONS:

9. RECOMMENDED APPROVAL

(A) DEPARTMENT DIRECTOR	(B) PURCH. OR CONTRACTS	(C) HUMAN RESOURCES	(D) OTHER	(E) COUNTY ATTORNEY	(F) BUDGET SERVICES				(G) COUNTY MANAGER
					OA	OM	Risk	GC	
<i>J. Lavender</i> Date: <i>4-30-03</i>	N/A Date:	<i>George A. Walligum</i> <i>5/2/03</i> Date:		<i>D. Owen</i> <i>5/2/03</i> Date:	<i>5/5/03</i>	<i>5/6/03</i>	<i>5/5/03</i>	<i>5/5/03</i>	<i>J. Lavender</i> Date: <i>4-30-03</i>

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER

RECEIVED BY COUNTY ADMIN. PM
5-5-03
4:00
FORWARDED TO:
5/7/03

Rec. by CoAtty
 Date: *5/2/03*
 Time: *3:55 pm*
Forwarded to:
 Co: *Adm.*
5/2/03 4:05 pm

03 MAY - 1 PM 3:31

Between the months of June and July, 2003, LCU will takeover the operation, maintenance, expansion, correction and renovation of four more facilities. These include Gulf Environmental Services (presently serving Estero, San Carlos and the FGCU area; and, the Gateway Wastewater Treatment System (serving the entire Gateway Services District and the SWR Airport expansion and its surrounding area). Following our BOCC's direction, these takeovers will occur on or about midnight of June 30, 2003, (see attached copy of 11-19-02 Blue Sheet No. 20021096 authorizing staff to commence procedures for Lee County to assume the assets and proceed with the acquisition of GES; and attached copy of 4-29-03 Blue Sheet No. 20030483, authorizing staff to advertise for the BOCC to conduct a public hearing on 5-13-03 at 5:00 p.m. to consider adoption of Resolution authorizing the County's purchase of GSD wastewater facilities and associated lands within the Gateway Development).

LCU's FY04 (10-1-03/9-30-04) budget addresses the personnel needs to perform all tasks for existing LCU's infrastructure as well as these addition's needs. Through this Blue Sheet, LCU respectfully requests to advertise and hire some personnel during the three-month period of 7/03, 8/03 and 9/03, trying to minimize the need of utilizing overtime, ensuring the legal performance of all the tasks involved in the operation, maintenance, improvement, completion of on-going construction, review, permitting, negotiation and processing of new developments, as well as reconstruction of existing defective infrastructure; and, design and construction of new expansions.

The positions requested for hiring are as follows:

- 1 - Lead Operator (Wastewater)
 - 7 - B Operators (Wastewater 3 ; Water 4)
 - 3 - C Operators (Wastewater 3 ; Water 0)
 - 6 - Trainees (Wastewater 1 ; Water 5)

 - 2 - Customer Service Tech's (office)
 - 1 - Administrative Assistant
 - 1 - Utilities Supervisor
 - 1 - Utilities Superintendent
- 22

Effective 7-1-03, LCU will cease operations of the SR 41 GES (ST) Customer Service office as these services will be provided at our new Customer Service Facility on College Parkway. This represents a substantial reduction in staffing, as well as operating costs. This, combined with the proposed elimination at one water treatment plant, and possibly one wastewater facility, will allow us to continue operating our systems with the minimum amount of employees. The attached pie charts demonstrate the audited percentages of personnel costs for LCU for FY00, 01 and 02.

- Attachments:
- Request for Transfer of Funds
 - Copy of BS 20021096 w/o Attachments
 - Copy of BS 20030483
 - Pie Charts (2) for FY00-01 and FY01-02



cc: Anne Cyganiak

LEE COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

BLUE SHEET NO: 20021096-UTL

1. REQUESTED MOTION:

ACTION REQUESTED:

Authorize staff to commence procedures and all necessary steps for Lee County to assume the assets and refinance the bonded debt of Gulf Environmental Services, Inc. (GES), with a county bond issue, pursuant to I.R.C. Ruling 63-20.

WHY ACTION IS NECESSARY:

Board approval is required for County acquisition of utilities and bonded debt obligations. A public hearing, per F.S. Title XI, Chapter 125.3401, is also required and will be scheduled prior to final Board approval.

WHAT ACTION ACCOMPLISHES:

Provides staff with BOCC authorization to proceed with the acquisition and coordination for the organized and effective transition of the assumption and in-house operation of the GES utilities facilities and infrastructure, per I.R.C. Ruling 63-20.

2. DEPARTMENTAL CATEGORY: 10 - UTILITIES
COMMISSION DISTRICT #: 5

AIDA

3. MEETING DATE:

11-19-2002

4. AGENDA:

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

5. REQUIREMENT/PURPOSE:

(Specify)

- STATUTE F.S. Chap. 125.3401
- ORDINANCE
- ADMIN. CODE
- OTHER I.R.C. Ruling 63-20

6. REQUESTOR OF INFORMATION:

- A. COMMISSIONER: _____
- B. DEPARTMENT: Lee County Public Works
- C. DIVISION/SECTION: Utilities Division
- BY: Rick Diaz, Utilities Director

DATE: *10/22/02*

7. BACKGROUND:

On March 31, 1998 the BOCC adopted Resolution No. 98-03-249. The Resolution provided preliminary inducement for GES, an IRC 63-20 not-for-profit corporation, to finance and acquire Gulf Utility Company.

On June 9, 1998 the BOCC adopted Resolution No. 98-06-18 granting final approval to a proposed plan of finance for the cost of the acquisition of Gulf Utility Company by the IRC 63-20 corporation, Gulf Environmental Services, Inc. (GES).

(CONT'D)

8. MANAGEMENT RECOMMENDATIONS:

9. RECOMMENDED APPROVAL

(A) DEPARTMENT DIRECTOR	(B) PURCH. OR CONTRACTS	(C) HUMAN RESOURCES	(D) OTHER	(E) COUNTY ATTORNEY	(F) BUDGET SERVICES				(G) COUNTY MANAGER
					OA	OM	Risk	GC	
<i>J. Lavender</i> Date: <i>10/22/02</i>	N/A	N/A		<i>D. Owen</i> Date: <i>10/28/02</i>	<i>10/28/02</i>	<i>10/28/02</i>	<i>10/30/02</i>	<i>10/28/02</i>	<i>J. Lavender</i> Date: <i>10/22/02</i>

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by *Coitty*
 Date: *10/23/02*
 Time: *3:45 PM*
 Forwarded To: _____

RECEIVED BY
 COUNTY ADMIN. *PM*
10 28 02
10.15
 COUNTY ADMIN.
 FORWARDED TO:
10/30 100

Resolution No. 98-06-18 provides the BOCC the authority to assume GES' debt and the take-over of its operations. Staff recommends, at this time, that this occur on or about midnight of June 30, 2003. As of that date, the existing contract operator's contract will terminate.

Request BOCC approval for the coordination and transition by LCU for the assumption of GES, and the refinancing of the GES debt with a county bond issue.

LCU has provided in its FY 2002-2003 BOCC approved budget, the necessary funds and staffing requirements to perform the entire operation of GES.

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

Blue Sheet No. 20030483

1. REQUESTED MOTION:

ACTION REQUESTED: Authorize staff to advertise for the Board to conduct a public hearing at 5:00 p.m. on Tuesday, May 13, 2003, pursuant to Section 125.3401, F.S., to consider the adoption of a Resolution of Authorization for the County's proposed purchase of the Gateway Services Community Development District's ("GSD") wastewater facilities and associated lands located within the Gateway Development, Lee County, Florida.

WHY ACTION IS NECESSARY: Board of County Commissioners' approvals are required for the County's purchase of a portion of a unit of another local government's wastewater utility system, pursuant to General Law.

WHAT ACTION ACCOMPLISHES: Provides the appropriate forum for the necessary, required approvals and authorizations for the County to continue with the process for the closing on the purchase of the wastewater treatment infrastructure and associated lands owned by GSD within the Gateway Development.

2. DEPARTMENTAL CATEGORY:
COMMISSION DISTRICT # 5

C12C

3. MEETING DATE:

04-29-2003

4. AGENDA:

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

5. REQUIREMENT/PURPOSE:
(Specify)

- STATUTE §125.3401, F.S.
- ORDINANCE
- ADMIN. CODE
- OTHER

6. REQUESTOR OF INFORMATION:

- A. COMMISSIONER
- B. DEPARTMENT County Attorney
- C. DIVISION General Services
- BY: David M. Owen
Chief, Assistant County Attorney



7. BACKGROUND:

(BACKGROUND - NEXT PAGE)

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>Stander</i> N/A	N/A	N/A	<i>Stander</i> N/A 4/17/03	<i>Stander</i> 4/17/03	OA	OM	RISK	GC	<i>Stander</i> 4.17.03
					<i>RK 4/17/03</i>	<i>4/18/03</i>	<i>4/17/03</i>	<i>4/17/03</i>	

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER

RECEIVED BY COUNTY ADMIN. <i>RK</i>
<i>4-17-03</i>
<i>2:15</i>
COUNTY ADMIN. FORWARDED TO: <i>4/17/03</i>

BACKGROUND:

- August, 1998 - As the result of becoming aware of the City of Fort Myers' intent to acquire the GSD Wastewater Treatment System, the County transmitted a Letter of Interest to GSD and obtained Board approval to begin negotiations with GSD for such potential acquisition.
- September, 1998 to October, 1999 - GSD conducted an RFP for the sale of its wastewater treatment facilities with the City of Fort Myers and the County responding as Proposers.
- November, 1999 - The City of Fort Myers and the County combined their efforts with respect to the acquisition, and submitted a joint City / County Proposal for the proposed purchase, which was accepted by GSD.
- January, 2000 to February, 2002 - Negotiations are conducted among the Parties and documents are "rough-drafted" for the proposed purchase and sale of the GSD Wastewater Treatment System.
- March, 2002 - The GSD Board approves the "deal points" with respect to the County's acquisition of the GSD Wastewater Treatment System (the City of Fort Myers and GSD resolved other service territorial issues. As the result, the City is no longer a part of the acquisition, but will purchase certain treatment capacity (up to 1 m. gpd) from the County for its annexed areas of the Gateway Development).
- April, 2002 to April, 2003 - Documents for the purchase and sale of the Wastewater Treatment System and Sale of Wholesale Potable Water and Wastewater Treatment Services to GSD by the County are finalized and prepared for public hearings to be conducted by both GSD and Lee County pursuant to Chapter 190, F.S., and Chapter 125, F.S., respectively, prior to the closing on the sale.

The appraised purchase price for the GSD Wastewater Treatment Facilities is \$4,858,000.00, consisting of \$1,734,000.00 for the land, and \$3,124,000.00 for the infrastructure, equipment and materials.

The Service Agreements provide for the County's Wholesale sale of Potable Water and Wastewater Treatment Services to GSD at initial negotiated rates with a "ramp up" provision in each to the County's then-established wholesale water and sewer rates (now currently Lee County Resolution No. 02-07-44).

The "wrap around" Agreement provides for the County and GSD to interact on a rolling five-year basis in order to plan for and develop the necessary plant capacity in order to service GSD customers as they are added.

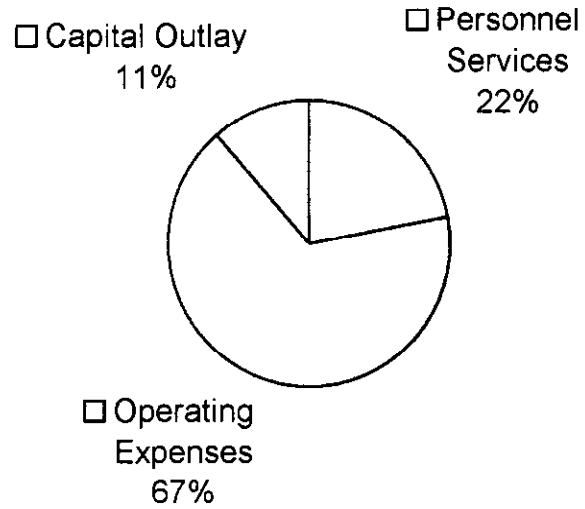
Additionally, the acquired GSD facilities will serve County wastewater customers east of I-75, north and south of Daniels Parkway, to include the new Airport and associated businesses and developments in the vicinity.

Lee County Utilities

FY00-01 Approved Budget Information

Actual Expenses		As %		Projected Expenses (Budgeted)
Personnel Services	5,172,629	22.08%		5,235,126
Operating Expenses	15,559,039	66.43%		19,239,916
Capital Outlay	2,691,642	11.49%		2,731,489
	23,423,311	100.00%	86.1%	27,206,531

Actual Expenses By Category



Lee County Utilities

FY01-02 Approved Budget Information

Actual Expenses		As %		Projected Expenses (Budgeted)
Personnel Services	8,086,898	35.65%		8,454,887
Operating Expenses	13,479,509	59.43%		17,568,380
Capital Outlay	1,114,603	4.91%		1,092,265
	22,681,010	100.00%	83.6%	27,115,532

Actual Expenses By Category

