

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

Blue Sheet No. 20051836

1. ACTION REQUESTED/PURPOSE: Authorize the Solid Waste Division to add the following full time positions; one Administrative Specialist, one Equipment Operator, and two Drivers. Approve transfer of funds from reserves in the amount of \$310,100 to fund remaining portion of FY 05-06 budget.

2. WHAT ACTION ACCOMPLISHES: Provides the Solid Waste Division with personnel necessary to meet growth requirements.

3. MANAGEMENT RECOMMENDATION: Staff recommends approval .

4. Departmental Category: 8

C8A

5. Meeting Date: *02-07-2006*

6. Agenda:
 Consent
 Administrative
 Appeals
 Public
 Walk-On

7. Requirement/Purpose: (specify)
 Statute
 Ordinance
 Admin. Code *3-6*
 Other

8. Request Initiated:
 Commissioner _____
 Department Public Works
 Division Solid Waste
 By: Lindsey J. Sampson

Lindsey J. Sampson

9. Background:

An additional full time administrative position is needed to supplement the recycling program, customer service and administrative section of the Solid Waste Division. Growth within Lee County and environmental issues specifically as they relate to garbage generation and disposal make it necessary to place strong emphasis on the benefits of recycling. This position is designed to devote time to these efforts along with human resource and payroll related work, customer service support, and other administrative tasks. (Est. annual salary/fringe is \$44,524)

The Equipment Operator position is needed primarily at the Clewiston and LaBelle transfer stations due to the significant increase in solid waste generation, and will also be used as back-up/relief person at the Lee/Hendry landfill and the Lee transfer station. (Est. annual salary/over-time/fringe is \$39,687)

The additional Drivers are needed to transfer solid waste from all transfer stations and will be relief drivers for transporting ash residue from the WTE to the landfill. (Est. annual salary/over-time/fringe is \$57,562 ea.)

(Continued on Page 2)

10. Review for Scheduling:

Department Director	Purchasing or Contracts	Human Resources	Other	County Attorney	Budget Services				County Manager/P.W. Director
<i>J. J. J. 1-18-06</i>	<i>N/A</i>	<i>[Signature]</i>		<i>[Signature]</i>	Analyst <i>P.M. 1/23/06</i>	Risk <i>1-24-06</i>	Grants <i>[Signature]</i>	Adm. <i>[Signature]</i>	<i>J. J. J. 1-18-06</i>

11. Commission Action:

- Approved
- Deferred
- Denied
- Other

RECEIVED BY
 COUNTY ADMIN:
1-20-06
4:30
 COUNTY ADMIN
 FORWARDED TO:
1/20/06
[Signature]

Rec. by CoAtty
 Date: *1/20/06*
 Time: *3:57pm*
 Forwarded To:
[Signature]
1/20/06 3:57pm

Upon transfer from reserves, funds will be available in Account Numbers:

OB5340840100.501210	\$48,352
OB5340940100.501210.183	\$19,886
OB5340940100.501210.184	\$19,886
OB5340640104.501210	\$13,357
OB5340440100.501210	\$13,357
OB5340840100.501210.212	\$ 2,381
OB5341040100.501210	\$ 2,381
OB5340840100.506430	\$170,000
OB5340440100.506430	\$ 15,000
OB5340440100.506410	\$ 1,600
OB5340840100.504110	\$ 1,800
OB5340440100.504110	\$ 600
OB5340840100.503430	\$ 1,500

REQUEST FOR TRANSFER OF FUNDS

FUND NAME: Solid Waste **DATE:** 01/23/06 **BATCH NO.** _____
FISCAL YEAR: FY 05/06 **FUND #:** 40100 **DOC TYPE:** YB **LEDGER TYPE:** BA
TO: Solid Waste Solid Waste Operations
(DIVISION NAME) **(PROGRAM NAME)**

NOTE: PLEASE LIST THE ACCOUNT NUMBER BELOW IN THE FOLLOWING ORDER:
 FUND #-DEPT/DIV #-PROGRAM #-OBJECT CODE #-SUBFUND #-PROJECT#-COST CENTER #.
 (EXAMPLE: BB5120100100.503450)

ACCOUNT NUMBER	OBJECT NAME	DEBIT
OB5340440100.501210	Salaries-Full-time Reg.	13,357
OB5340840100.501210	Salaries-Full-time Reg.	48,352
OB5340840100.501210.212	Salaries-Full-time Reg.	2,381
OB5340940100.501210.183	Salaries-Full-time Reg.	19,886
OB5340940100.501210.184	Salaries-Full-time Reg.	19,886
OB5341040100.501210	Salaries-Full-time Reg.	2,381
OB5340840100.506430	Vehicles & Rolling Stock	170,000
OB5340440100.506430	Vehicles & Rolling Stock	15,000
OB5340440100.506410	Furniture & Equipment	1,600
OB5340840100.504110	Telecommunications	1,800
OB5340440100.504110	Telecommunications	600
OB5340840100.503430	Uniform/Laundry Svcs.	1,500
TOTAL TO:		\$ 296,743

FROM:	Non-Dept.	Solid Waste Operating Reserves
	(DIVISION NAME)	(PROGRAM NAME)
	ACCOUNT NUMBER	OBJECT NAME
	GC5890140100.509910	Reserve for Contingencies
TOTAL FROM:		\$ 296,743

EXPLANATION: As per bluesheet #BS20051836 dated 02/06/06.

DIVISION DIRECTOR SIGNATURE _____ DATE _____ DBS: APPROVAL <input checked="" type="checkbox"/> DENIAL _____ APPROVAL _____ DENIAL _____ CO. ADMIN.: APPROVAL _____ DENIAL _____	DEPARTMENT DIRECTOR SIGNATURE _____ DATE _____ <i>Patricia Mellis</i> 1/23/06 OPERATIONS ANALYST SIGNATURE _____ DATE _____ BUDGET OPERATIONS MANAGER SIGNATURE _____ DATE _____ CO. ADMIN. SIGNATURE _____ DATE _____ BCC APPROVAL DATE _____ BCC CHAIRMAN SIGNATURE _____
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REQUEST FOR TRANSFER OF FUNDS

FUND NAME: Solid Waste **DATE:** 01/23/06 **BATCH NO.** _____

FISCAL YEAR: FY 05/06 **FUND #:** 40104 **DOC TYPE:** YB **LEDGER TYPE:** BA

TO: Solid Waste Recycling
(DIVISION NAME) **(PROGRAM NAME)**

NOTE: PLEASE LIST THE ACCOUNT NUMBER BELOW IN THE FOLLOWING ORDER:
 FUND #-DEPT/DIV #-PROGRAM #-OBJECT CODE #-SUBFUND #-PROJECT#-COST CENTER #.
 (EXAMPLE: BB5120100100.503450)

ACCOUNT NUMBER	OBJECT NAME	DEBIT
OB5340640104.501210	Salaries-Full-time Reg.	13,357
	TOTAL TO:	\$ 13,357

FROM: Non-Dept. Recycling Reserves
(DIVISION NAME) **(PROGRAM NAME)**

ACCOUNT NUMBER	OBJECT NAME	CREDIT
GC5890140104.509910	Reserve for Contingencies	\$ 13,357
	TOTAL FROM:	\$ 13,357

EXPLANATION: As per bluesheet #BS20051836 dated 02/06/06.

 DIVISION DIRECTOR SIGNATURE DATE

DBS: APPROVAL DENIAL _____

 APPROVAL _____ DENIAL _____

CO. ADMIN.: APPROVAL _____ DENIAL _____

 DEPARTMENT DIRECTOR SIGNATURE DATE

Patricia Mellis 1/23/06
 OPERATIONS ANALYST SIGNATURE DATE

 BUDGET OPERATIONS MANAGER SIGNATUR DATE

 CO. ADMIN. SIGNATURE DATE

BCC APPROVAL DATE _____

 BCC CHAIRMAN SIGNATURE

BA NO: _____ AUTH CODE: _____ TRANS DATE: _____