

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

Blue Sheet No. 20040506

1. REQUESTED MOTION:

ACTION REQUESTED: For Facilities Management, MARS, approve (5) new positions to maintain additional square footage acquired in the County, per MOU of 4/7/98 and amended 11/27/01. Approve Piggy Back purchase, estimated at \$80,000 with options, for (2) Freightliner Sprinter Utility Cargo Vans via Florida Sheriffs Association Bid #03-11-0825. Estimated costs for balance of FY04 for salaries, vehicles, equipment, and operating expenses is \$253,550.

For Facilities Management, Administration, approve a budget increase to cover building operating expenses for the Justice Center Annex (SunTrust Building, purchased 2/9/04). Estimated costs for the balance of FY04 for building operating costs are \$297,319.

Approve budget transfer from General Fund Reserves in the amount of \$550,869, 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: To staff and equip Facilities Management Administration and Maintenance & Repair Division at a level which will enable us to efficiently service the newly acquired Justice Center Annex.

2. DEPARTMENTAL CATEGORY: 02
COMMISSION DISTRICT #

C2C

3. MEETING DATE:

05-04-2004

4. AGENDA:

5. REQUIREMENT/PURPOSE:
(Specify)

6. REQUESTOR OF INFORMATION:

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

- STATUTE
- ORDINANCE
- ADMIN. CODE
- OTHER

- A. COMMISSIONER
- B. DEPARTMENT Construction & Design
- C. DIVISION Facilities Management

BY: Rich Beck, Director *[Signature]*

7. BACKGROUND:

For additional 230,000 sq.ft. acquired since our bluesheet (#20031497) dated 1/13/04, positions for Facilities/MARS, per the MOU, include: (5) Tradesworker III's. Total of (5) vehicles purchased will be shared by these field employees, as well as 3 employees who did not receive a vehicle as part of the 1/13/04 bluesheet.

Salaries and Benefits: \$99,300
Vehicle purchases and maintenance: \$150,000
Operating Expenses (phones, uniforms, tools, PC): \$4,250
Total: \$253,550

.....continued on Page Two

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> 4-20-04		<i>[Signature]</i> 4-20-04		<i>[Signature]</i> 4-20-04	QA <i>[Signature]</i> 4/22/04	OM <i>[Signature]</i> 4/22/04	Risk <i>[Signature]</i> 4/22/04	GC <i>[Signature]</i> 4/22/04	<i>[Signature]</i> 4-20-04

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty
Date: *4/20/04*
Time: *11:20 am*
Forwarded To:
Co. Mgr.
4/20/04

RECEIVED BY
COUNTY ADMIN: *CR*
5/4/20/04
2:45 pm SLT
COUNTY ADMIN
FORWARDED TO:
4/22/04
1/30

For Facilities/Admin
Building Operating Expenses (utilities, janitorial, landscaping, etc)
Total: \$297,319

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

Attachments:
Budget Transfer
Budget Resolution

RESOLUTION

Amending the Vehicle & Equipment Maintenance Budget, Fund 59400 to incorporate the unanticipated receipts into Estimated Revenues and Appropriations for the fiscal year 2003-2004.

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 Vehicle & Equipment Maintenance Budget, Fund 59400, for \$ 10,000 of the unanticipated revenue from Vehicle Maintenance Fees funding and an appropriation of a like amount for Equipment Repair Parts expenditures and;

WHEREAS, the Vehicle & Equipment maintenance Budget, Fund 59400 shall be amended to include the following amounts which were previously not included.

ESTIMATED REVENUES

Prior Total:		
Additions		\$ 5,155,795
JB5190159400.341210.9001	Vehicle Maint. Fees- Maint/Repair	\$ 10,000
Amended Total Estimated Revenues		\$ 5,165,795

APPROPRIATIONS

Prior Total:		\$ 5,155,795
Additions		
JB5191059400.504670	Equipment Repair Parts	\$ 10,000
Amended Total Appropriations		\$ 5,165,795

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Lee County, Florida, that the Vehicle & Equipment Maintenance, Fund 59400 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