

BUDGET, PLANNING, & SUSTAINABILITY COMMITTEE
BUDGET CONFERENCE MINUTES
AUGUST 25, 2009

The Budget, Planning, & Sustainability Committee reconvened its Budget Conference on August 25, 2009, at 9:44 a.m., there being present: Chairwoman Sorenson and member Commissioners Edmonson, Gimenez, Heyman and Jordan. Also present were staff members Assistant County Manager Alina Hudak; Assistant County Attorney Jess McCarty; Office of Strategic Business Management Director Jennifer Glazer-Moon; Commission Auditor Charles Anderson; and Deputy Clerks Doris Dickens and Mary Smith-York.

County Commission Chairman Dennis C. Moss also attended today's meeting.

Following her welcome statement and opening remarks, Chairwoman Sorenson established the order of today's proceedings. She noted she would ask the Budget Director to address some of the issues pertaining to the committee's requests, and to provide a realistic timeframe for response. Chairwoman Sorenson stated that following Commissioner Heyman's follow-up on her requests from yesterday's meeting, the committee would resume its budget review.

Ms. Jennifer Glazer-Moon, Office of Strategic Business Management Director, noted over 150 requests, excluding yesterday's, had been received by the department. She stated staff would address those requests as quickly as possible; however, she felt it would not be possible to prepare responses for each request received yesterday and today. Ms. Glazer-Moon advised that staff would compile a comprehensive response to this Committee, and would present it by early next week. She explained that the response would provide the Committee with an overview of the fiscal impact of the various suggestions for reductions, increases, and/or buybacks to expenditures for comparisons of balances. She clarified that requests for information were being received from each office of the County Commission.

Commissioner Jordan expressed concern regarding the possibility that the Commission might be unable to finalize the budget due to an impasse not being declared with the various unions. She continued this declaration of impasse was required to be in place, in order to effectuate the five percent pay cut, and asked what steps could be taken to address this issue before the final budget hearing.

In response to Commissioner Jordan's request for an information on how not declaring an impasse would impact the process, Ms. Glazer-Moon explained that the Administration was meeting with each of the bargaining units, and had declared an impasse with some of them. She advised that when considering what the revenue assumption would be, if no decision was made regarding the collective bargaining units, the Board would need to ensure its flexibility to address its ultimate decision.

Assistant County Attorney Jess McCarty elaborated on Ms. Glazer-Moon's remarks, noting that the Board would have to take up the Collect Bargaining Agreements at a Commission meeting

and decide on the impasse as a separate matter. Regarding Commissioner Jordan's question of whether the Board should impose an impasse if all bargaining units did not declare an impasse, Mr. McCarty stated he would need to research this matter and report back his findings.

Ms. Glazer-Moon noted she would provide Committee members with a list, identifying those bargaining units that had already declared an impasse with the County.

Chairwoman Sorenson advised that for the unincorporated budget, the number for salaries to remain constant without any cuts was 14.8 million; and the rollback number was 15.3 million. She stated it would be difficult, even at the rollback rate, to maintain those salaries and restore any of the services being proposed for elimination.

Commissioner Edmonson pointed out that additional layoffs, beyond the currently proposed 1,700, would be inevitable if union negotiations remained at an impasse once the new budget year began, and should be considered the County's Plan B.

Commissioner Heyman noted she had distributed several requests regarding this budget process; and advised that at least four committee members had inquired about the furlough issue. She stated research done by the Budget Office found that from the 27,595 employees, 15,170 were furlough-able. Considering furloughs could generate a savings of \$3.84 million a day, Commissioner Heyman asked the Commission Auditor to provide Committee members with a report identifying those 15,170 employees and indicating their status. She explained that this information would assist with calculating the potential savings to be gained through the proposed furloughs based on salary increments, as opposed to the five percent pay reduction across the board.

Discussion ensued among committee members regarding Commissioner Heyman's recommendation that, because of the voluminous requests submitted to the County Manager's and the Budget Offices, Commissioners be allowed to question department directors. Issues addressed during this discussion included this matter requiring a Charter change and whether Commissioner Heyman was referring to inquiries, which could be directed to directors; or directives, which could only be communicated through the Mayor.

Commissioner Gimenez pointed out that Section 4.04(B) of the Charter exempted from the restriction to deal with the administrative service solely through the County Mayor or County Manager, inquiries as provided in Section 1.01A(20): "...Make investigations of county affairs, inquire into the conduct, accounts, records, and transactions of any department or office of the county, and for these purposes require reports from all county officers and employees, subpoena witnesses, administer oaths, and require the production of records..."

Commission Chairman Moss questioned whether that legislation dealt with the Commission taking official action to request the information, and pointed out this did not address inquiries by individual commissioners.

Assistant County Attorney McCarty requested time to research Chairman Moss' question and bring back his findings. Mr. McCarty noted he would also research the provisions in the Charter

pertaining to the Commission Auditor and would include this information in his report.

Commissioner Gimenez asked Assistant County Attorney Jess McCarty to provide a legal opinion on the feasibility and/or consequences of Commissioners obtaining information through public records requests.

In response to Chairwoman Edmonson's question regarding the subpoena process to have a department director to appear, Mr. McCarty advised that the Committee would need to issue a subpoena to a particular department director to have them appear. He continued, noting this process could be done within a reasonable amount of time.

Chairwoman Sorenson noted it was her understanding that the full Commission was required to determine whether to issue a subpoena as opposed to a Commission committee, to which Mr. McCarty agreed; however he added that the Commission Auditor had the authority to subpoena apart from the Commission.

Discussion ensued among Committee members regarding the amount of time needed to get information requests from the County Administration and whether members should consider the subpoena process to question department directors directly. Also included in this discussion was the lack of attendance at this meeting by department directors.

Following discussion, it was moved by Commissioner Gimenez that future sessions of this Budget Conference be held in the Commission Chambers and aired on television. This motion was seconded by Commissioner Edmonson, followed by discussion.

Chairwoman Sorenson explained that she requested these sessions be held on 18th floor because that was where it was held two years prior, and felt it would be conducive to productivity. She pointed out that these were to be work sessions and felt this was an appropriate setting for work; adding that the two (2) budget hearings should be the forum for public input.

Commissioner Heyman spoke in support of the foregoing motion to hold the remaining budget workshops in the Commission Chambers and noted it added more transparency. She expressed concern with the content of the Mayor's radio broadcast pertaining to the Commissioners' requests for information from County staff. She noted there was obstruction in the process for receiving information through the designated channels.

Commissioner Jordan stated she had mixed feelings about televising the budget sessions, and questioned how this would impact the discussion process. She reminded her colleagues that shortly after the community voted in a strong mayor form of government, department directors were discouraged from attending budget workshops. Commissioner Jordan noted this occurred due to the determination of the Executive Office that the Commission had disrespected staff in tone and presentation. She spoke in support of the process for requesting information and related an experience she encountered during her tenure as Assistant County Manager. She explained that because a department director had provided information directly to commissioners, she was unable to respond to questions regarding information she had not reviewed. She also expressed her concern with the televising Commissioners' disagreements regarding issues discussed.

County Manager George Burgess noted, on behalf of Honorable Mayor Carlos Alvarez, he had been briefed on how the content of this meeting was escalating in the wrong direction. He stated no one in the room deserved to be disrespected; however, some staff members were being disrespected here. Mr. Burgess pointed out that staff was here to provide the Committee members with accurate information. He stated the Mayor, as the Chief Executive, would provide responses to the now over 170 different requests, written and otherwise. He explained that the responses to those requests would not be generated from several different directions; rather the information would be provided through the Mayor's and Manager's offices as quickly and accurate as possible. He noted he was displeased with the accusations that this Administration was deceiving and stressed that those staff members present were professionals and deserved respect. Mr. Burgess noted that the County Mayor had authorized staff to leave this meeting if this disrespect continued.

BCC Chairman Moss noted that, as the Commission Chair, he would listen to all comments, consider requests made, and would check the availability of Commission Chambers for future workshops, should the motion carry.

There being no further discussion on the motion to conduct the remaining budget conferences in the Commission Chambers, the Committee proceeded to vote, and upon being put to a vote, the motion passed 3-2 (Chairwoman Sorenson and Commissioner Jordan voted no).

Commissioner Heyman noted she wished to make an adjustment to her vote of support on yesterday regarding the Historic Preservation Department, to buyback 50% restoration of that department from her accruing deductions. She further noted the Office of the Commission Auditor advised her that elimination of six of the department's eight Legislative Assistants would total \$532,000. Commissioner Heyman requested the five restructured and consolidated Advisory Boards be allowed to operate under the one Executive Director for a savings of \$570,386.

Chairwoman Sorenson asked that issues regarding advisory boards be included in the list of items to be considered later today, under Community Advocacy.

NEIGHBORHOOD AND UNINCORPORATED AREA MUNICIPAL SERVICES

- **Public Works** (page 55 Mayor's book; page 31 in Auditor's book).

***☐ Eliminate replacement of trees that are not covered under insurance (\$450,000); it is estimated that approximately 500 trees out of the existing 69,733 will be lost in FY 2009-10 as a result of natural causes:
(NO COMMENT)***

***☐ The Department will eliminate ten vacant positions (\$500,000) and will reduce overtime \$500,000 through rescheduling and reprioritization of workloads, minimizing impacts on workload measures:
(NO COMMENT)***

☐ Reduce mosquito helicopter spraying (\$243,000) resulting in the elimination of a

potential six flyovers by helicopter; this reduction will be replaced by contracted aerial plane missions as needed; one pilot and one inspector will be eliminated:

Ms. Glazer-Moon noted this would eliminate the helicopter, pilot, and one other position related to the helicopter. She advised that the 15 flyovers by airplane would continue, and noted staff was looking into contracting for helicopter flyovers at bid. Staff also considered the possibility of selling the helicopter, needed to examine the issue of grant funding being involved in the purchase of it, she stated. Ms. Glazer-Moon informed members that staff was also looking at ways to use the helicopter for cross-training employees of the Police and Fire departments for maintenance, allowing Public Works to retain its helicopter for training purposes. She stated she would bring back a report indicating the number of flights this helicopter made this year.

Commissioner Gimenez asked that he be provided with a report indicating the number of employees and pilots there were in this division, to include the number of actual plane missions they had.

□ Eliminate replacement of trees that are not covered under insurance (\$450,000); it is estimated that approximately 500 trees out of the existing 69,733 will be lost in FY 2009-10 as a result of natural causes; and eliminate three contracted roadside tractor mowing cycles (\$210,000) leaving nine cycles per year on large swale areas, four contracted landscape and four contracted litter cycles will be eliminated (\$480,000) leaving 16 landscape and litter cycles:

Chairwoman Sorenson noted she would like to buyback the replacement of trees for \$450,000, with millage adjustment.

BCC Chairman Moss expressed his concern with the elimination of three Public Works mowing cycles, and expressed his hopes that this Committee would consider the importance of maintaining as many mowing cycles as possible. He added that this section of the Auditor's report included litter pick up cycles as well.

Commissioner Heyman advised committee members that she had obtained an Inmate Trustee Program's work assignment, which included sanitation and landscaping as services the Trustees performed. She noted the Corrections Department was asked to research the feasibility of Trustees being used to facilitate these maintenance services.

Commissioner Edmonson noted she would buyback the elimination of three contracted roadside tractor mowing cycles at \$210,000 using millage adjustment.

Commissioner Heyman clarified that this was the item she requested be deferred pending the receipt of more information and further investigation regarding the use of inmate labor.

Chairwoman Sorenson noted she would buy back \$100,000 of the total reduction in operation impact with millage adjustment, commenting that the public should be educated so they realized that a reduction in taxes would result in a reduction in services.

Commissioner Edmonson expressed her desire to keep the litter cycles at 100 percent and noted

she would buy back the cycles at \$480,000 and, as stated earlier, the mowing cycles at \$210,000, for a combined total of \$690,000 using millage adjustments.

Commissioner Heyman noted the litter pickup cycles was another service listed in the inmate work assignment log, which might be an option for restoring these services back to 100 percent, at little cost.

□ The Department will reduce one of five pot hole patching crews (\$199,000) decreasing the response time to fill a pot hole to two days from one days (two semi-skilled laborers will be eliminated); herbicide spraying around guardrails will be eliminated (\$167,000) resulting in weeds growing for six months until the NEAT Teams can make a round to cut (two semi-skilled laborers will be eliminated):

Commissioner Edmonson noted she would buy back the elimination of one of five pothole patching crews at \$199,000 using millage adjustment.

□ The Department revised base operating expenditures lowering electricity costs by \$700,000 due to implementation of LED traffic signals, temporary help by \$100,000, fleet charges by \$200,000, night differential pay by \$160,000, and increased reimbursements due to stimulus projects \$500,000:

Ms. Glazer-Moon advised that this entire bullet was being deleted because it consisted of deficiencies that staff was able to implement without any cutbacks.

***□ In FY 2009-10, the Department will consolidate budgeting and strategic planning functions with divisional administrative functions eliminating three Special Project Administrator One positions (\$330,000), eliminate the Computer Service Manager (\$150,000) transferring responsibility to the Chief of IT Services, eliminate the Chief of Finance (\$115,000) transferring responsibility to the Assistant Director for Administration, and eliminate a courier position (\$40,000):
(NO COMMENT)***

HEALTH AND HUMAN SERVICES

- **Community Action Agency** (page 56 Mayor's book; page 34 in Auditor's book)

□ The FY 2009-10 Proposed Resource Allocation Plan includes the elimination of the Children's Trust revenues for the afterschool care program (\$428,000): (NO COMMENT)

□ The 2009-10 Proposed Resource Allocation Plan includes the reduction of \$11.564 million of General Fund support; reductions include contracting all 2,268 Head Start and 230 Early Head Start slots to delegate agencies (\$5.292 million, 416 positions); eliminating transportation services (\$1.584 million, 25 positions), nine neighborhood services centers (\$4.225 million, 44 positions), citizen participation program (\$209,000, three positions) in the Self Help Division; a Quality Improvement position in Administration (\$67,000); and reducing \$188,000 in the CSBG Program to reduce overmatching of General Fund:

Commissioner Heyman asked Ms. Glazer-Moon to include, in future budget proposals, language

specifying the amount of employees and/or services that would remain once the proposed reduction or elimination took place.

Commissioner Jordan noted that in past, the County had reduced the days to 160 days, which was the minimum amount allowed. She stressed the importance of maintaining quality at these centers and suggested that rather than laying employees off, she preferred reducing the days of operation.

Discussion ensued among Committee members regarding whether or not it would be less costly to pay delegate agencies to operate the head start program, and would quality care be a consequence of this shift in responsibility.

Commissioner Edmonson noted she would buy back 2,268 Head Start and 230 Early Head Start (VPK) slots (\$5.292 million, 416 positions) using millage adjustment, pending receipt of the information requested by Commissioner Jordan.

Commissioner Jordan noted she had requested an additional report that stated that in order for Head Start to maximize the early childhood programs, it created a partnership with the VPK Program. She explained that with VPK, the State of Florida funded a portion of the day for 4-year-olds in the classrooms, at a rate of approximately \$2,000 per child, per year. Commissioner Jordan pointed out that if those funds were combined with Head Start funds, there should be more than enough money to pay for Head Start.

Ms. Glazer-Moon affirmed that the waiting list for applicants to Head Start still existed, but noted she could not provide the exact number of children on the list at this time, but would bring those figure back to Chairwoman Sorenson. She noted the report was being finalized; however, staff had taken the VPK dollars into account. Ms. Glazer-Moon explained that parents could choose whether to use the VPK dollars for three hours per day during the regular school year, or for a summer program.

Commissioner Jordan noted it was her understanding that VPK was designed to pay for a full day's program cost; however, it was not designed to pay the total cost for the Head Start program.

Ms. Irene Taylor-Wooten, Assistant to the County Manager, clarified that VPK funds would only pay for three hours of a full day's program during regular school year, but paid for the full day in the summer.

Commissioner Jordan noted she disagreed with Ms. Taylor-Wooten's response, explaining that at the time of enrollment, social workers should endeavor to qualify children and parents for all eligible programs and services. She asked the Budget Director to include in the report being finalized, the number of 4-year-olds there were in Head Start and how many of those were enrolled in VPK.

Chairwoman Sorenson noted she supported the Head Start program; however, a choice between children and program days versus employees, she would prefer the children have more days than

the employees retain jobs with the County. She acknowledged the fact that there were several very good delegate agencies that performed well.

Regarding the elimination of transportation services provided by the CAA, Ms. Glazer-Moon affirmed this included the transportation services that transported the elderly to and from the County's facilities for senior programs.

Commissioner Jordan noted she would buy back the elimination of transportation services for \$1,584,000 using millage adjustment.

Ms. Glazer-Moon noted she would provide Commissioner Heyman with detailed information, identifying those individuals/programs that used this service; and pointed out that many of the people in these programs would be eligible for Special Transportation Services (STS).

Commissioner Heyman asked Ms. Glazer-Moon to provide her with a better understanding of what the total elimination of transportation services entailed. She asked whether this was a duplication of, or an alternative to STS transportation and whether it was the only means of transportation for the seniors. Commissioner Heyman also asked Ms. Glazer-Moon to identify the programs impacted by the \$1,584,000 transportation service.

Ms. Glazer-Moon advised that staff could provide the specific information about the people who were provided these transportation services; adding that largely these were people participating in programs provided by CAA and Department of Human Services. She explained that several of the programs to which seniors were transported to and from, as part of this service, were also being eliminated.

Commissioner Heyman asked Chairwoman Sorenson to defer this item pending receipt of the information identifying which program participants had no alternative to this transportation.

Ms. Glazer-Moon informed members that in the event a Commission member indicated a willingness to buy back certain programs with additional revenue that can be identified as millage or other adjustments, staff would provide the total costs of those particular programs. She explained the complex process for including the necessary transportation services into similar programs in that same Neighborhood Services Centers (NSC). Ms. Glazer-Moon stated the senior meals component could not be brought back without bringing back the NSCs.

Commissioner Edmonson stated she was willing to buy back the transportation services for \$1,854,000 using millage adjustments.

Chairwoman Sorenson noted she would buy back the nine Neighborhood Service Centers at \$4,225,000 with millage adjustments.

Commissioner Edmonson noted she would also buy back the elimination of the nine Neighborhood Service Centers at \$4,225,000 with millage adjustments.

Commissioner Jordan asked Ms. Glazer-Moon to provide her with a list identifying the location

of each neighborhood service center targeted for elimination.

Ms. Glazer-Moon revealed the names of the nine NSCs as: Coconut Grove, Hialeah, Florida City, Naranja, Miami Gardens, and Wynwood, noting the five (5) remaining Service Centers were funded by the Community Service Block Grants (CSBG). She stated she would provide Committee members with a list identifying those centers and their locations.

Stating, for the record, that the areas being eliminated were the most impoverished locations in the County, Commissioner Jordan noted she would also buy back the elimination of the nine Neighborhood Service Centers.

Commissioner Jordan noted she would buy back one of the three positions being eliminated in the Self Help Division with millage adjustment.

- **Community Advocacy** (page 56 Mayor's book; page 34 in Auditor's book)

□ Due to unrealized grants, carryover, and contractual revenues during FY 2008-09, the Office implemented mid-year reductions including the elimination of an Executive Secretary position (\$19,000), and a reduction of executive benefits for 7 staff members (\$27,000); these reductions represent a total savings of \$108,000 in FY 2009-10, and the reduction of an Executive Secretary, an Administrative Officer 3, and four Program Officer 2 positions (\$788,000); coordination of the Goodwill Ambassador program will be absorbed by the County Executive Office:

Commissioner Heyman questioned the logic in eliminating the executive Secretary position at \$19,000, and retaining people to run the office at \$128,000, \$137,000, \$55,000, and an executive at \$248,000. She stated only one (1) person was needed to oversee the advocacy and one (1) person to run office. Commissioner Heyman recommended the Executive Secretary position be retained to perform the administrative duties, emphasizing this issue should be revisited.

Ms. Glazer-Moon identified the five (5) boards that would be serviced by the aforementioned positions as: Community Relations Board; Asian American Advisory Board; Black Affairs Advisory Board; Hispanic Affairs Advisory Board; and the Commission for Women.

Commissioner Heyman noted she felt a budget of \$507,000 for four (4) people to oversee those five (5) boards was excessive and expressed her desire to have the money directed elsewhere.

Commissioner Gimenez noted he agreed with the recommendation that the policy boards should come under the County Commission; however, he noted he could not support a budget of \$800,000 to support these Boards, which met approximately once a month. He recommended \$400,000 as support for the five (5) advisory boards and asked that \$420,000 be taken from this budget allocation and placed in his ???

Commissioner Heyman recommended taking \$570,386 out of the advisory board's budget and placed into the budgets for CBOs and other programs. She also agreed these boards should come under the County Commission and requested her funds be used for the entire \$570,386.

Commissioner Jordan noted she would like to buy back 80 percent of the \$834,000 for the elimination and reduction of positions and benefits supporting Community Advocacy boards, for an amount of \$667,200.

Chairwoman Sorenson noted she supported the recommended reductions; however, she stated she would like to move this function under the Commission's purview.

- **Homeless Trust** (page 56 Mayor's book; page 34 in Auditor's book)

□ **Approximately \$650,000 in transitional housing services have been eliminated from the FY 2009-10 Proposed Resource Allocation Plan; the transfer from reserves will help to avoid any further service reductions:**

(NO COMMENT)

- **Housing Finance Authority** (page 56 Mayor's book; page 34 in Auditor's book)

□ **The FY 2009-10 Proposed Resource Allocation Plan includes a reduction of two vacant positions: Administrative Officer 1 (\$56,000) and Clerk 3 (\$43,000):**

(NO COMMENT)

- **Human Services** (page 56 Mayor's book; pages 34-35 in Auditor's book)

□ **The FY 2009-10 Proposed Resource Allocation Plan includes a reduction of 86 positions due to reduced grant funding, including 40 from the Elderly Division, 10 from Child Development Services, 18 from Employment and Training, 14 from Rehabilitative Services, 4 from Targeted Services and the elimination of \$17.829 million in General Fund support and 213 positions including the elimination of Elderly Services Division and the Senior Advocate (\$12.511 million, 181 positions); the Family and Victim Services Unit (\$1.863 million, 15 positions); Summer Youth Employment (\$1 million) which will be supported through a Community Action Agency CSBG; Domestic Violence Intake Unit (\$548,000, 6 positions); Emergency Financial Assistance Program for individuals pending SSI approval (\$375,000, 1 position); a Health Services Administration position in Rehabilitative Services Division (\$121,000); the Child Advocate (\$183,000); Facility and Maintenance expenditures (\$750,000, 7 positions); department-wide expenditures (\$186,000); Director of Administration and various operating expenditures (\$203,000) in the Administration Division; and a Contract Officer position transferred from the Office of Grants Coordination (\$89,000):**

Commissioner Heyman noted these were critically needed services, especially with regard to the elderly population. Expressing her support for funding these types of services, she explained that the funds did not have to come directly through Miami-Dade County, rather could come from a different organization.

Commissioner Gimenez asked the County Administration to provide him with a list detailing the subset of the \$17.829 million in General Fund support and the subset of the Family & Victims services for \$1.863 million, including the number of people served, the percentage of the reduction, etc.

Ms. Glazer-Moon advised that in Volume No. 2 of the proposed budget, on page 619, there were lists for each program, the number of clients or contacts, the budget, the source of funding, and the associated staff. She noted she would provide a detailed breakdown showing how much was

from General Funds and how much was from Grant Funds.

Commissioner Jordan emphasized the importance of the programs provided by Human Services. She noted she would buy back 80 percent of the proposed reductions to Human Services budgets using millage adjustment.

Chairwoman Sorenson noted she would buy back everything in Human Services, with the exception of the Summer Youth Employment Program, which would be supported through a CAA CSBG, and the Emergency Financial Assistance Program for individuals pending SSI payments, for the amount of \$16,454,000 using millage adjustment. She suggested the committee break from its consideration of the proposed budget momentarily to have the Assistant County Attorney provide his responses to Commissioner Gimenez' questions from yesterday..

DISCUSSION

Assistant County Attorney Jess McCarty noted, with regard to the collective bargaining agreements issues raised by Commissioner Jordan, the Board would need to approve, ratify, or arbitrate an impasse. He continued, at that point, if the Board did not approve that, the status quo would remain in place.

Ms. Glazer-Moon explained that if the Board adopted the budget without making provisions for funding the proposed 5 percent cut, the funds would have to come from somewhere else. She noted if the Board considered cutting services to get that funding back, this would also mean more layoffs. Ms. Glazer-Moon stated she had been unable to acquire the actual number of unions that had already declared an impasse; however, she noted she had knowledge of three unions that had agreed to go directly to the Board for arbitration: ASFME General 199; Aviation ASFME 1542; and Solid Waste ASFME 3292. Ms. Glazer-Moon advised that she understood an impasse had been declared with the TWU, but stated she was now aware of whether or not an agreement was reached.

In response to Commissioner Jordan's question regarding whether unions could go outside the County for arbitration once an impasse was declared, Mr. McCarty affirmed this was correct, adding this process could take several months.

In response to Commissioner Jordan's concern regarding what the ramifications would be if no action was taken by October 1, 2009, Ms. Glazer-Moon advised that in that case, the departments would assume the 5 percent for salary reduction; and particularly for those funded with the General Fund budget, they would need to identify a source of funds to accommodate this payment.

Commissioner Gimenez pointed out that not all departments were funded by the General Fund, and noted he would not vote for a 5 percent salary reduction for the proprietary departments that were self-sufficient through revenues they generate.

Ms. Glazer-Moon provided an answer to Commissioner Gimenez' question regarding the Transit reserve, from yesterday. She explained that the reserve in the Transit Agency made up of the 5

percent salary reduction and the reductions associated with merit increases and bonuses, because the Maintenance of Effort remained flat. Ms. Glazer-Moon advised that staff made the transfer without adjusting the General Fund for those other reductions, and placed it in the Reserves so it could be utilized by the agency to continue services in the future. She stated this was similar to the process used for the proprietary departments, wherein the rates would remain current and the funding from the 5 percent salary reduction would be placed in reserves to forestall future rate increases. Ms. Glazer-Moon pointed out that if the economy did not recover, it would be increasingly difficult to pass rate adjustments on to customers. She explained that the concept of the 5 percent was to not only make a savings to the current year, but also to generate savings to reduce the base expenditures for future years.

Chairwoman Sorenson noted she would like to consider reducing salaries 5 percent for those above medium income and not giving the 5 percent cut for those whose salaries were below medium income.

Commissioner Gimenez concurred with Chairwoman Sorenson's recommendation differentiating whose salaries would be cut 5 percent, and recommended the executives taking more than a 5 percent reduction.

Commissioner Heyman noted her position was to not support the 5 percent salary reduction. She noted consideration should be given to who was doing the work; who was exempt; who earned less than \$50,000 and who was part-time; who was eligible for furlough; and what the ratio of disposable income was. Commissioner Heyman explained that once more figures were received, she hoped adjustment could be made that would not require the 5 percent cut.

BCC Chairman Moss noted he saw no alternative to the 5 percent cuts; however, he expressed his support for a tiered process, but felt the cuts should be across the board for equality.

In response to Commissioner Jordan's question of whether the Board had the authority to force the unions to do arbitration before the commission, Mr. McCarty stated he did not believe that to be the case.

Ms. Glazer-Moon noted the three previously disclosed unions which had declared impasse, had agreed in writing, and the Fire Union President had indicated verbally, that they would have their arbitration before the Board. She advised that if the Board chose not to take a position regarding the salary adjustments, it could opt to have the funding place in reserve. She noted, however, if no funding was made available in excess of the proposed budget, the Board would need to reduce services, which would cause a layoff of employees.

Chairwoman Sorenson closed the open discussion and proceeded to consider the proposed budget.

- **Public Housing Agency**

□ Realignment of staff in the Asset Management Division has allowed for a reduction of \$369,000 in overtime expenses in FY 2009-10; in addition, as part of a department-wide fleet reduction initiative, MDPHA reduced related expenses by \$423,000 in FY 2008-09, and through a series of security improvements at various sites, MDPHA has reduced the

need for security guard services, which is expected to yield \$2.138 million in savings in FY 2009-10:

□ The FY 2009-10 Proposed Resource Allocation Plan includes savings of \$83,000 resulting from operational efficiencies, such as direct deposit and direct debit, which eliminates the need for checks and postage:

**□ The FY 2009-10 Proposed Resource Allocation Plan includes a net reduction of 132 positions as a result of an extensive reorganization process and the outsourcing of the Section 8 Housing Choice Voucher program; eliminations include 14 positions from Asset Management (formerly Public Housing), 11 positions from Housing Development, 100 positions from Contract Administration (formerly Private Rental) and 17 positions from Administration; added positions include one position in the Executive Director's Office, four positions in Technical Services, four positions in Development Initiatives, and one position in Finance and Accounting:
(NO COMMENT)**

Chairwoman Sorenson advised efficiencies were found for the foregoing items.

Commissioner Gimenez mentioned that there was no General Fund Support for the foregoing items.

ECONOMIC DEVELOPMENT

- **Economic Development Corporation**

**□ The FY 2009-10 Proposed Resource Allocation Plan includes the elimination of the department; the Chief Economist, Senior Economic Analyst and Secretary will be transferred to the Planning and Zoning Department; the Agricultural Manager and Assistant to the Agricultural Manager will be transferred to the Consumer Services Department ; and the Executive Director position has been eliminated (\$220,000):
(NO COMMENT)**

- **Film and Entertainment**

□ The FY 2009-10 Proposed Resource Allocation Plan includes a reduction of \$20,000 in marketing related expenses; operational impact includes reduced activities that promote Miami-Dade County as a premiere production location; and includes a reduction of the Director of Marketing position (\$152,000); the reduction will have a significant impact on the level of direct services provided to individual clients and the industry as a whole:

Commissioner Heyman noted this was a department that generated revenues and stressed the need to ensure there was someone available to provide the permits. She expressed her desire to keep the marketing position and revisit the remaining positions within this department for possible consolidation and privatization.

Ms. Glazer-Moon informed Committee members that the total proposed budget for this department was \$473,000, with three (3) positions.

- **Housing and Community Development**

□ The FY 2009-10 Proposed Resource Allocation Plan includes the reduction of \$337,000 in General Fund support; reductions include eliminating support for UERTF (\$317,000, one position) and one position funded by the Beacon Council (\$190,000), and GOB-related activities (\$20,000):

(NO COMMENT)

□ Due to reduced revenues, the department will eliminate 34 positions including seven in Administration, nine in Community and Economic Development, 16 in Affordable Housing, one in Empowerment Trust, and one in Special Projects (\$3.1 million):

(NO COMMENT)

- **International Trade Consortium**

□ The FY 2009-10 Proposed Resource Allocation Plan includes a reduction of \$50,000 for the Gateway Florida/ITC program; the two primary objectives of the program are to promote Bi-Lateral Free Trade Agreements and to advocate for the Alliance for Growth and Prosperity, an Economic Impact Study on Trade (\$30,000), and \$105,000 in various marketing related expenses, including printing, protocol gifts, sponsorships, anticipated salary savings, memberships, advertising, website updates and replacement of equipment; these reductions will further inhibit the department's ability to promote Miami-Dade County as a global gateway:

□ The FY 2009-10 Proposed Resource Allocation Plan includes the elimination of a part-time Accountant 1 position (\$26,000), a part-time Driver/Messenger position (\$20,000), a Secretary position (\$51,000) that supports the Sister Cities program; and a reduction of \$29,000 in foreign travel, resulting in fewer annual trade missions:

Commissioner Heyman noted she would like to buy back this item by having the \$878,000 absorbed by the Beacon Council, Greater Miami Visitors Bureau, and other agencies funded by the County through surcharges, taxes, and other funding streams.

Commissioner Jordan asked whether the term “having the items assumed” meant not using County funding, to which Chairwoman Sorenson replied yes.

BCC Chairman Moss emphasized the extremely important role the ITC played in this community, providing the ability to have individuals go out and bring trade to the area.

- **Metro-Miami Action Plan**

□ The FY 2009-10 Proposed Resource Allocation Plan includes the reduction of General Fund support of \$150,000 including the elimination of an Accountant and Assistant to the Director positions in Administration; additionally, the budget reflects the transfer of the Affordable Housing Division to the Department of Housing and Community Development (3 positions) and the Teen Court Program to the Juvenile Services Department (14 positions); a Special Projects Administrator position has been eliminated due to reduced Documentary Stamp Surtax funding:

(NO COMMENT)

- **Small Business Development**

□ The FY 2009-10 Proposed Resource Allocation includes the elimination four positions

from the Contract Monitoring and Compliance Division; one Clerk 2, two Contract Compliance Officer 1 positions, and one Contract Compliance Officer 2 position (\$248,000), one Administrative Secretary position (\$55,000), and elimination of one vacant Technical Assistance Coordinator position (\$83,000):

Commissioner Jordan noted she would buy back 80 percent of this entire function at \$309,600 using millage adjustments.

ENABLING STRATEGIES

- **Agenda Coordination**

☐ **The FY 2009-10 Proposed Resource Allocation Plan includes a reduction of printing costs (\$47,000): (NO COMMENT)**

☐ **Due to the economic downturn, the FY 2009-10 Proposed Resource Allocation Plan includes the elimination of overtime costs, and four positions including: one Agenda Supervisor, one Executive Secretary, and two Agenda Clerk II positions (\$375,000): (NO COMMENT)**

- **Americans with Disabilities Act Coordination**

☐ **The FY 2009-10 Proposed Resource Allocation Plan recommends the reorganization of the ADA built environment function by eliminating one position and reallocating those resources to evaluate and analyze the current capital improvement procedures, develop procedures and guidelines for capital departments, provide technical training to capital department staff and one contract temporary employee to perform spot check reviews of designs for compliance with the ADA: (NO COMMENT)**

- **Audit and Management Services**

☐ **The Department eliminated six positions from the Audit Services Division (\$496,000), this reduction may lead to fewer audits being conducted, and eliminate \$75,000 in operating expenses:**

Commissioner Heyman requested that an additional 5 percent be added to the proposed 10 percent reduction within this department's budget, for a total reduction of 15 percent (approximately \$350,000).

Later in the meeting, in response to Commissioner Jordan question whether the County was still funding attorney positions for the State Attorney's Office, Ms. Glazer-Moon noted that position was in Audit & Management Services (AMS), and was still out-stationed to the State Attorney's Office. She explained this was done specific to the housing investigations and was part of a team assembled with the State Attorney's Office.

Commissioner Jordan expressed concern that the State Attorney's Office should be responsible to fund its own investigators, pointing out that the one out-stationed position could fund at least two of the six positions were being eliminated in Audit & Management Services. She asked that a study be done on the retrieval of resources from the State Attorney's Office to help fund

positions in the AMS department.

- **Capital Improvements**

□ **Due to the economic downturn, the FY 2009-10 Proposed Resource Allocation Plan includes the elimination of one Administrative Officer 2 position (\$70,000), two positions from the Bond Programs and Construction Division; one Clerk 4 and one Capital Improvement Analyst (\$172,000); monitoring and planning for the utilization of bond funds will be transferred to the Office of Strategic Business Management (OSBM):**

□ **The Department will reduce various line items from their operating budget including vehicle expenses (\$16,000), general publicity (\$61,000), temporary help (\$12,000), Community Periodical Program (\$50,000), capital purchases (\$12,000), and training expenses (\$16,000)**

□ **The FY 2009-10 Proposed Resource Allocation Plan includes the transfer of three positions to the Department of Procurement Management as part of the County's effort to consolidate vendor services and two positions to OSBM to assist with the monitoring of GOB projects and planning for the utilization of bond proceeds:**

Chairwoman Sorenson deferred discussion on Capital Improvements Budget until a later time.

- **Commission on Ethics and Public Trust**

□ **As a result of the economic downturn, the Department's FY 2009-10 Proposed Resource Allocation Plan includes the elimination of one full-time Investigator position (\$101,000) which will decrease the Department's investigative response time; the elimination of one Community Outreach position (\$83,000) which will impact the Department's ability to provide outreach assistance in a timely manner; the elimination one part-time intern position (\$17,000) and one part-time Investigator position:
(NO COMMENT)**

□ **In FY 2008-09, as part of the Ethics Commission's three percent savings plan, the Department converted one vacant full-time Investigator position to part-time (\$30,000):
(NO COMMENT)**

- **Elections**

□ **The Department will reduce four full-time positions: Assistant Deputy of Elections in Outreach (\$113,000), Deputy Director in Finance and Administration (\$212,000), System Analyst Programmer in Voter Systems (\$83,000) and a Community Information Specialist in Outreach and Voter Education (\$35,000); these positions will impact the department's ability to prepare and monitor the department's budget, procurement process, and provide operational support; the workload will be distributed under current staff in the department:
(NO COMMENT)**

□ **Reduce the Department's Service Level Agreement with ETSD (\$130,000) and police services for elections, including polling place night management and the delivery of election night materials to Election Central (\$150,000); and reduce funding for radio and cable advertisements (\$30,000), outside contractual obligations (\$91,000), general supplies (\$43,000), and miscellaneous line items including seasonal workers and travel**

(\$16,000); the department will also delay the update to the Countywide voter survey last completed in 2004 and will not host a strategic planning retreat (\$50,000):
(NO COMMENT)

- **Enterprise Technology Services**

☐ Miscellaneous software and minor equipment expenses will be reduced in FY 2009-10 in the Data Center Division (\$20,000); reductions may impact the ability to resolve minor equipment issues and may delay service delivery due to sharing of existing software:
(NO COMMENT)

☐ The FY 2009-10 Proposed Resource Allocation includes the elimination of a Systems Analyst/Programmer 2 position in the Enterprise Applications Division (\$91,000), reduction will limit the division's ability to properly service the needs of their customers; eliminate one Administrative Officer 2 position (\$69,000) and all overtime expenses in the Business Office (\$12,000), resulting in the loss of staff support to administer the accounts receivable function, and reconciliation of accounts; reductions will also delay procurement processing and financial support during periods of peak activity; eliminate one Systems Support Manager position and the reduce temporary help expenses in the Telecommunications Division (\$170,000), reductions may result in service delays during peak load periods and the inability of the Division to properly service the needs of their customers:
(NO COMMENT)

☐ The FY 2009-10 Proposed Resource Allocation Plan includes the elimination of one Telecommunications Infrastructure Specialist position (\$85,000); reduction due to expected decline in requests for radio services:
(NO COMMENT)

☐ The Department's FY 2009-10 Proposed Resource Allocation Plan includes the reduction of on-call support in the Enterprise Applications Division (\$40,000); reduction will eliminate on-call support during major recruitments and work order system failures occurring after hours will not be addressed until the following day:
(NO COMMENT)

☐ The Department's FY 2009-10 Proposed Resource Allocation Plan includes the expiration of a debt service payment and the following expense reductions: contractor expenses, IT maintenance expenses, on-call, and attrition adjustments (\$5.688 million):
(NO COMMENT)

- **Finance**

☐ As a result of underperforming revenues in the Credit and Collection unit of the Controller's Division, the FY 2009-10 Proposed Resource Allocation Plan includes the reduction of 21 positions (\$1.302 million):
(NO COMMENT)

☐ The FY 2009-10 Proposed Resource Allocation Plan includes the closure of the Tax Collector's division South Dade Public Service Office (\$610,000, eight positions):
(NO COMMENT)

- **General Services Administration**

□ As a result of underperforming revenues in Real Estate Development, the FY 2009-10 Proposed Resource Allocation Plan includes the reduction of one filled Real Estate Specialist position in the Real Estate Management section (\$70,000) and one filled Housing Inspector position and one filled Urban Land Development Manager Housing Program position (\$170,000) (NO COMMENT)

□ The Department will eliminate one Preventative Maintenance and Repair Team that will reduce the frequency of periodic maintenance performed on facility equipment, which may result in higher repair costs and increase the frequency of equipment failure (6 positions, and \$324,000) and eliminate one vacant Fleet Procurement Supervisor position which will delay the procurement of fleet commodities (\$86,000)

Chairwoman Sorenson stated she would like to buy back the elimination of one Preventative Maintenance and Repair Team in the amount of \$324,000 using millage adjustment.

Commissioner Heyman proposed that additional reductions be made to this function due to inflated cost for services. She recommended contracting out some of the maintenance services, adding that she supported the maintenance and prevention concept, but the cost was too high. Commissioner Heyman requested this issue be revisited for further reductions.

□ Eliminate one filled Administrative Officer 2 position, which will delay the administrative processing of invoices and work orders (\$120,000); reduce one vacant Special Project Administrator 2 position that performs grant writing and quality assurance functions, one filled Administrative Officer 3 position that performs contract oversight and fiscal analysis, and one filled Secretary position that performs administrative functions (\$252,000) (NO COMMENT)

□ Eliminate one vacant Security Supervisor position and one long-term vacant Assistant Pest Control Manager position that will reduce the Department's ability to effectively monitor security and pest control contracts (\$139,000); reduce security expenditures at the Stephen P. Clark Center (SPCC); savings will be achieved by eliminating all screening in the SPCC and utilizing roving security in the lobby area and exterior (\$871,000) and eliminating security guard at service elevator (\$55,000); eliminate the facility maintenance services at St. Alban's Day Care Center (\$44,000); reduce funding for work order operating expenditures, which will delay repairs and renovations to facilities and equipment (\$3.323 million); and security and maintenance at the Richmond Heights Property (\$165,000) (NO COMMENT)

□ Reduction of four positions resulting from efficiencies identified through an organizational review, one vacant Disability Program Administrator position, one vacant Workers Compensation Claims Representative position, one vacant Workers Compensation Claims Adjuster position, two filled Liability Claims Adjuster positions, one filled Employee Benefits Coordinator position, two filled Risk Management Investigator positions, one filled Workers

**Compensation Claims Investigator position, one filled Tort Litigation Coordinator position, and one filled Safety Specialist position to maintain the insurance trust fund balances (\$1.316 million)
(NO COMMENT)**

**□ The FY 2009-10 Proposed Resource Allocation Plan includes the reduction of one vacant Real Estate Advisor position, which will delay real estate development project completion (\$157,000)
(NO COMMENT)**

**□ The FY 2009-10 Proposed Resource Allocation Plan reduces one vacant Electrical Electronic Equipment Technician 1 position, two filled Painter positions, one vacant Maintenance Supervisor position, one long-term vacant Building Manager 2 position, other operating costs that will decrease the Department's ability to perform and manage facility maintenance (\$871,000)
(NO COMMENT)**

**□ The FY 2009-10 Proposed Resource Allocation Plan reduces one vacant Senior System Analyst Programmer position, which will delay the implementation of the Enterprise Asset Management System for the Design and Construction Services Division, and one filled Office Support Specialist 3 position whose clerical functions will be absorbed by existing staff (\$156,000)
(NO COMMENT)**

□ The FY 2009-10 Proposed Resource Allocation Plan reduces The FY 2009-10 Proposed Resource Allocation Plan reduces two Maintenance Mechanic positions, one Carpenter position, one Electrician position, and two Refrigeration Mechanic positions, which will delay renovation and construction projects (\$363,000)

Chairwoman Sorenson noted she would like to restore this function in the amount of \$363,000 with millage adjustment.

- **Government Information Center**

**□ The Department's FY 2009-10 Proposed Resource Allocation Plan includes the elimination of one Special Events Coordinator position (\$88,000) and the elimination of the General Fund subsidy for the Got Gov Info Bus (\$125,000); reductions will limit the support and coordination of special events for the BCC and departments, limit the availability of in-person assistance throughout the community and eliminates the free use of the Got Gov Info Bus for special events and outreach services
(NO COMMENT)**

□ The FY 2009-10 Proposed Resource Allocation Plan includes reducing 50 percent of MDTV original programming to include the elimination of one TV Producer and one Assistant Broadcast Technician (\$231,000), and the elimination of one Photographer position (\$98,000); reductions will limit non-mandated programming support reducing studio based programming including Miami-Dade Now/Ahora, County Connection and Get to Know Your County Commissioner, as well as eliminating the broadcasting of non-BCC committee meetings such as CITT, MPO, Nuisance Abatement Board, and Community Relations Board meetings; reductions also limit photographic support to departments, elected officials, and the County Executive Office

(NO COMMENT)

**□ Close all five ServiceDirect offices to include the elimination of 12 positions (\$1.110 million); reductions will diminish the availability of in-person assistance throughout the community, thereby reducing community access to information and services
(NO COMMENT)**

**□ The FY 2009-10 Proposed Resource Allocation Plan includes the elimination of one Special Projects Administrator 1 position (\$105,000) in the Strategic Customer Research and Development section; reduction will eliminate the funding for the outside contractor that performs the duties of the Countywide Secret Shopper program; the department is evaluating the possibility of continuing the program through the use of available countywide resources
(NO COMMENT)**

**□ In FY 2009-10, the Department will discontinue the administration of the Community Periodical Program (CPP); the FY 2009-10 Proposed Resource Allocation Plan includes the elimination of the General Fund subsidy to the CPP (\$615,000), and the elimination of funding in the amount of \$270,000, comprised of expenditures from the following County departments: Aviation (\$30,000), Capital Improvements (\$50,000), Community and Economic Development (\$20,000), Emergency Management (\$10,000), Environmental Resources Management (\$30,000), Finance (\$10,000), Library (\$30,000), Solid Waste Management (\$30,000), Water and Sewer (\$50,000), and Vizcaya Museum and Gardens (\$10,000)
(NO COMMENT)**

□ The FY 2009-10 Proposed Resource Allocation Plan includes reductions to temporary help and travel expenses (\$77,000) and includes the following reductions in the 311 Call Center as a result of the slowdown in the economy: reduce 311 Call Center service hours on Saturdays from 8am to 8pm to 8am to 5pm, eliminate 8am to 8pm service hours on Sundays, eliminate Transit information/trip planning on 11 holidays, reduce miscellaneous operating expenses, and eliminate 13 positions (\$771,000); reductions eliminate the ability of the call center to answer approximately 253,000 calls annually; reductions may also diminish the quality and efficiency of the call center operation by providing for a less accurate knowledgebase

Commissioner Heyman noted she would like to buy back half of the 311 Call Center position reductions for \$400,000 using funds accrued from ITC, AMS, CAA, or other departments included in the running tab of reclaimed funds.

- **Grants Coordination**

□ As a result of the economic downturn, the Department will reduce 28 positions including 14 Contract Officers, one Administrative Officer 2, one Administrative Officer 3, a Clerk 4, two SPA1 - Senior Contract Officers, one SPA2 - Contracts and Grants Administrator, three Accountant 1, three Special Projects Administrators, and two Accountant 2 positions (\$1.938 million); this will reduce all support for the administration, monitoring, and fiscal tracking of Community-based Organization (CBO) contracts and payments; the department will not have the resources to administer or monitor any CBO contracts, including Human Services, Parks, Environmental, Youth

Crime Task Force, and Economic Development activities, and the department's human resources support will need be absorbed among remaining staff

□ The FY 2009-10 Proposed Resource Allocation Plan includes the reduction of \$285,000 in operating line items associated with travel, training, computer purchases, PC maintenance, data processing services, anticipated salary savings, advertising, graphic services, work order tickets and capital expenditures; these reductions will reduce resources for technical assistance trainings and workshops, delay computer repair and replacement, and will impact the department's ability to respond to unanticipated service needs

Chairwoman Sorenson noted this function would be revisited during consideration of the Community Based Organizations budget.

- **Human Resources**

□ As a result of the Department's reorganization efforts, the FY 2009-10 Proposed Resource Allocation Plan includes the elimination of one Senior Labor Manager position (\$93,000), one Deputy Director, one Administrative Secretary, and one HR Program Developer position and various miscellaneous department-wide operating expenditures to include travel, training, work orders, office supplies, IT hardware, printing, and equipment; as a result of these reductions administrative support will be reduced and some delays may occur with the implementation and maintenance of various HR programs to include countywide succession planning, leadership education, and the mentoring, internship, apprenticeship, and new employee orientation programs; and administrative support (\$502,000); and eliminates one Data Entry Specialist position (\$47,000) and one HR Program Developer position (\$65,000); the elimination of these positions will result in some delays in the internal placement and recruitment process ;

Commissioner Jordan noted she would buyback the Deputy Director position in the amount of \$112,000.

- **Inspector General**

□ The OIG's FY 2009-10 Proposed Resource Allocation Plan includes the elimination of three positions (\$289,000); as a result of these reductions, the OIG may experience some delays in the reporting and handling of investigations and \$198,000 in operating reductions to include printing, travel, training, IT hardware, equipment, GSA work orders, and subscriptions

Commissioner Heyman noted she would restore one investigator position in the amount of \$80,000, and listed, for the record, the Inspector General's accomplishments made during this Fiscal Year (2008-09).

- **Human Right and Fair Employment Practices**

□ As a result of the Department's consolidation with the Commission on Human Rights, the FY 2009-10 Proposed Resource Allocation Plan includes the elimination of the Commission on Human Rights Executive Director (\$153,000), the responsibilities of which will be assumed by existing resources; and includes the elimination of one Training Specialist 3 (\$65,000) and one Fair Employment Practices Specialist 1 (\$60,000); these reductions will limit the department's ability to process and handle fair

employment case workload and provide necessary training regarding employee compliance and prevention:

Commissioner Jordan noted she would like to buy back the Commission on Human Rights Executive Director position at \$153,000.

Ms. Glazer-Moon explained that the current director of Fair Employment Practices would assume the responsibilities of the Human Rights Executive director, and the positions would be transferred into the FEP department to provide support.

- **Procurement Management**

☐ **The FY 2009-10 Proposed Resource Allocation Plan includes the elimination of one vacant Accountant 1 position, one vacant Deputy Director position, and one vacant Administrative and Fiscal Services Manager (\$340,000)
(NO COMMENT)**

- **Strategic Business Management**

☐ **Due to the economic downturn, the FY 2009-10 Proposed Resource Allocation Plan includes the elimination of a part-time Senior Business Analyst and a Business Analyst position (\$221,000) in the Management Performance and Planning Analysis division; the elimination of one vacant Business Analyst position and the Management Trainee program (\$331,000); and the elimination of two administrative positions (\$214,000) and the reduction of operating and capital expenses department-wide (\$58,000)
(NO COMMENT)**

Chairwoman Sorenson advised she would defer the discussions regarding Community Based Organizations and General Obligation Bonds to tomorrow's meeting (8/26) so that Commissioners Edmonson and Gimenez could be present. She referred Committee members to page 52 of the Mayor's Book, page 26 in Auditor's Book, to revisit the Park and Recreation discussion from yesterday's meeting.

RECREATION AND CULTURE

- **Park and Recreation**

☐ **A reduction of \$779,000 to include the elimination of ten vacant full-time positions including five Zookeepers, two Horticulture Specialists, one Public Facilities Manager 3, and two Concession Attendants; the elimination of the two Horticulture Specialists will require that the zoo rely on more volunteers to initiate any new planting projects; one Zookeeper position for the Amphitheater is being eliminated while the Amphitheater is under construction; and as revenues increase during the fiscal year, the five Zookeepers, one Public Facilities Manager 3, and two Concession Attendants may be added back as overages to support Miami Metrozoo operations; and a reduction of 22,188 in part-time hours; as a result, part-time hours will be reduced during the Zoo's slower periods which may result in the closing of some concession stands, a reduction in tours, and the monorail station**

☐ **A reductions that includes \$424,000 in security services and six full-time positions; \$86,000 for promotional materials and marketing; \$54,000 in reductions to part-time**

hours resulting in a decrease in the grounds maintenance service; and \$16,000 in various miscellaneous operating expenses in the Marinas Division

□ Eliminates \$1.689 million and 20 full-time positions in the Facility Maintenance Division to include Carpenter support services (\$303,000, six positions) which will result in a seven percent reduction in work orders; a reduction to Heavy Equipment Services (\$627,000, five positions) which will result in a 13 percent reduction in service orders; a reduction to Trade supervision (\$158,000, two positions) which will result in a 15 percent reduction in trades supervision; and a reduction to Parks Maintenance Technicians (\$601,000, seven positions) which eliminates the remaining proactive maintenance park activities; with the elimination of life cycle maintenance in FY 07-08, patrons will begin to see deteriorating parks

□ In the FY 2009-10 Proposed Resource Allocation Plan for the Deering Estate and Attractions Division includes \$1.985 million and 16 positions in reductions to include the elimination of the “Fall in Love” concert event held in November and reductions to professional services used to contract performers/singers for the various events (\$50,000); the elimination of one Park Attendant position responsible for the day-to-day park maintenance and upkeep (\$48,000); and \$1.887 million and 15 positions to include the closing of the nature centers and eliminating all EcoAdventure programming and interpretive

□ Includes reductions of \$835,000 to include reclassifying the Haulover Golf Course to an “executive golf course” transferring the course from the Golf Division to Park Operations making the course an amenity and function of Haulover Park (\$71,000); eliminating nine full-time positions (\$614,000); reducing 12,147 part-time hours at Country Club of Miami, Palmetto, Briar Bay, and Crandon (\$150,000)

□ The Department’s FY 2009-10 Proposed Resource Allocation Plan includes a reduction of \$895,000 and six full-time positions in the Pools Division to include reducing five of the seven pools open year round to a 10-week operations (\$656,000, four positions); eliminating two weeks of pool preparation (\$49,000); the South Dade Pool will now operate only 10 weeks a year from 6 months (\$66,000); and the elimination of one Recreational Specialist 1 position and one Recreational Specialist 2 position (\$124,000) which will result in the Department restructuring the supervision of pools

□ The elimination of one Office Support Specialist 2 and one Park Service Officer 2 positions and miscellaneous operating expenditures to include office equipment and supplies (\$170,000) in the Planning and Development Division

□ As a result of the economic downturn, the Department’s FY 2009-10 Proposed Resource Allocation Plan in the Arts and Culture Division includes reducing staff at the Miami-Dade County Auditorium and contracts out concession and custodial services (\$256,000, four full-time positions); reduces marketing and promotional materials (\$44,000); and closes the African Heritage Cultural Arts Center will operate as a break even fees and charges basis or grant subsidized (\$449,000, four full-time positions); the center will staff only one custodial worker and one Recreation Specialist 1 to handle inquires to use/rent facility for programs and day-to-day oversight in the Arts and Culture Division

□ The elimination of \$1.547 million in reductions and 17 positions to include an overall administrative departmental reorganization; reductions to travel, air cards, beepers and cell phones; and reductions to part-time hours and staff in the Administration Division

□ A reductions of \$4.334 million and 56 positions in reductions in the Park Operations Division to include reducing part-time guard hours at Crandon and Haulover parks (\$115,000) which may result in increased criminal activities; reduces work order expenses (\$100,000); closes Atoll pool operations at Homestead Bayfront (\$173,000, one full-time position) and at Matheson parks (\$224,000, two full time positions); closes the Animal Farm at Amelia Earhart Park (\$211,000, one full-time position) which eliminates the 4-H Program; includes a reduction of \$85,000, one-full-time position in custodial services in park operations; restrooms in parks will now be cleaned once a day from twice a day at various parks; reduces the operations at Larry and Penny Thompson Lake (\$200,000, two positions) – the lake will only operate for 10-weeks during the summer and the beach area and slide and concession stand will be closed; includes \$1.420 million and 22 positions in reductions by converting full-time positions to part-time, reducing part-time and over hours and staffing, reducing various commodity expenditure and facility and grounds maintenance service levels; eliminates 19 vans as a result of eliminating after school pick-up for the After School program (\$52,000) and eliminates six trucks as a result of reduced roving crews (\$16,000); and eliminates 27 positions and \$1.738 million - parks with CBO producing opportunities such as shelter and building rentals will now be manned by part-time staff only and supervised by a full-time Field Service Areas Manager; part-time staff will be used on an as needed basis; the department will no longer be able to provide volunteer support for park events to include the Miami International Agriculture and Cattle Show, Ribfest, 4 of July, or any other planned events; no supervised programming will be provided unless it is funded through fees and charges or grant subsidized

□ The Department's FY 2009-10 Proposed Resource Allocation Plan includes total reduction of 47 positions (\$2.476 million) in the Grounds Maintenance Division to include reductions at Haulover Park in grounds maintenance cycles, part-time hours, and the elimination of two full-time Park Attendant positions (\$114,000); reductions at Homestead Bayfront Park to include adjustments in part-time hours and maintenance cycles (\$21,000); reductions at Greynolds Park to include maintenance cycles, part-time hours, and the elimination of one full-time Park Attendant position (\$80,000); reductions at Matheson Park to include maintenance cycles and the elimination of one full-time Park Attendant position (\$40,000); reductions at Black Point and Matheson Hammock parks to include maintenance cycles and part-time hours (\$36,000); and the elimination seven full-time positions at various parks resulting in various areas of the park being maintained at rough cut levels (\$305,000); in addition, one vacant full-time Biologist position is eliminated in the Tree Crew unit and vehicle repair expenses are reduced \$109,000); six full-time positions are eliminated in the Natural Areas Management unit which reduces tree crew workforce by 33 percent (\$436,000); ten full-time park attendant positions (\$456,000) in the Community Park unit requiring that maintenance cycles at ten community parks will now be performed approximately once a week from five times a week; roving crews will perform the maintenance duties for the community parks on their scheduled visit including litter pick-up and lawn maintenance; in addition, restroom cleaning will now be performed once a day from twice daily; 19 full-time positions (\$879,000) will be reduced in the Roving Crew unit which represents a 25 percent overall reduction in annual maintenance cycles; maintenance cycles for community, district, and metropolitan parks will now be performed 16 times a year from 26 times; greenways and

mini parks maintenance cycles will now be performed 8 times a year from 12; natural areas maintenance cycles will now be performed 10 times a year from 12 for unstaffed areas and 18 times a year from 26 for staffed areas; neighborhood parks maintenance cycles will now be performed 11 times a year from 18; single purpose parks maintenance cycles will now be performed 17 times a year from 26; and for special activity areas, maintenance cycles will now be performed 11 times a year from 12 for unstaffed areas and 17 from 26 for staffed; as part of the reductions, four Landscape Supervisors were eliminated and as a result the Department will begin a reorganization of this unit

□ A reduction of \$3.149 million and 25 positions in reductions in Park programming including six positions in the Leisure Access Division and the conversion of one full-time Account Clerk position to part-time; five full-time positions (\$303,000) are eliminated resulting in the cancellation of the aquatic program for those individuals with disabilities; and Includes; reductions in the Medicaid Waiver Programs from Miami-Dade County Public Schools resulted in programming support being offered only three days a week from five; in addition, the Community Action Agency cancelled its contract with the Department, which provided seniors with a fitness and art activity once a week; also as part of the reductions the Medicaid's cancellation of funding for non-residential habilitation activities; General Fund subsidy for the Senior Programs (\$236,000, three positions) is eliminated, and in addition, \$2.913 million in General Fund subsidy support is eliminated for After School (\$1.297 million, seven positions), Track and Field (\$252,000, two positions), Sports Development (\$354,000), Fencing (\$94,000, one position), and one day winter, spring, and summer camps (\$916,000, six positions) - these program will continue to operate only as a break even fees and charges basis or grant subsidized

□ In FY 2009-10, the following events are not supported by the General Fund: Noches Tropicales, the annual Cornucopia of the Arts, the Fourth of July at Amelia Earhart Park, the Love-In at Greynolds Park, the Homestead Air Reserve Park Ribfest, and the Miami International Agriculture and Cattle Show

Chairwoman Sorenson stated she had asked each member to review the budget recommendations for the Park & Recreation Department and bring back a list of the functions they wished to have remain in that department. She noted she had listed several items that she wanted like to buy back, including positions in the Facility Maintenance Division, the Deering Estate and Attractions Division, Pools Division, Park Operations and Park Programming Divisions. Chairwoman Sorenson asked that \$5,399,000 be funded with Countywide funds and \$6,330,000 be taken from UMSA, for total \$11,702,000.

Commissioner Jordan noted she would like to buy back those services within Park Programming and the African Heritage Cultural Arts Center.

In response to Commissioner Heyman's concerns with the elimination of manpower resulting in the closing of parks or terminating programs, Ms. Glazer-Moon advised that no parks were being closed. She noted, however, programming and maintenance services were being significantly reduced and some parks' nature centers were being closed.

Commissioner Heyman suggested, in lieu of paying the overall cost to operate Park & Recreation, determine the percentage cost for a particular event within a program, and continuing providing that event. She explained her understanding was that once the reduction of Park

positions occurred, the parks' activities would cease. Commissioner Heyman referenced the language: "...the elimination of one Park Attendant position responsible for the day-to-day park maintenance and upkeep (\$48,000); and \$1.887 million and 15 positions to include the closing of the nature centers and eliminating all EcoAdventure programming and interpretive..." from the fourth bullet point, and asked whether funds could be earmarked to allow this program to exist and a decreased level.

Commissioner Heyman noted for the record that she received a report from the inmate trustee program, stating that the work assignments for cleanup duty allowed inmates outside the correctional facility, limited to community roadways, parks, and other government owned properties. She asked that the inmate trustee program be considered as an alternative to the proposed reduction of park maintenance and cleanup. She pointed out that legal representatives from the State of Florida had confirmed that there would be no additional cost for using the inmates and noted they would transport the inmates

Ms. Glazer-Moon requested the opportunity to meet with Commissioner Heyman to discuss the use of inmate trustees and noted this issue was more complicated than it sounded.

Chairwoman Sorenson asked Commissioner Heyman to submit her list and meet with the Budget Director for further discussion on this matter..

Chairman Moss advised members of the Committee that the Commission Chambers would be available for the Committee to reconvene on tomorrow (8/26) and gave his approval of this action..

- **Library**

□ The Department's FY 2009-10 Proposed Resource Allocation Plan includes a reduction in library programming for event performers and supplies (\$99,000) and miscellaneous promotional expenditures to include printing, advertising and marketing collateral (\$134,000); delay previously planned repairs and renovations of one-time major capital projects systemwide (\$3.122 million); miscellaneous reductions in outside contractors, temporary laborers, building materials, plumbing and electrical fixtures (\$892,000); reductions to GSA work orders for cosmetic repairs of aging library branch facilities (\$1.625 million); reduce \$17.415 million in operating expenditures to include the elimination of 140 full-time positions and 124 part-time positions at various library branch facilities countywide (\$8.620 million) library hours will be reduced by one day; other adjustments include reductions in the purchasing of library books and materials (\$4.853 million); the elimination of 3 hours of portal services at the Coral Gables library branch and three regional facilities (North Dade, West Dade, and West Kendall) and additional portal services for library programming events (\$313,000); delayed implementation of the security access control system throughout the library facilities (\$212,000); reductions to contracted security guard hours system-wide (\$350,000) and automation services (\$2.884 million); and various equipment and furniture replacement (\$183,000)

□ The Department's FY 2009-10 Proposed Resource Allocation Plan includes the elimination of the Wolfson Manager position and one Library Branch Administrator position (\$169,000) and the reduction of \$1.042 million for miscellaneous operating

expenditures to include outside consultants, training, travel, office supplies, postage, messenger services, and fleet

□ The Library's FY 2009-10 proposed millage rate decreased by 0.1252 mill to 0.2570 mills from 0.3822 mills in FY 2008-09; property tax roll revenues decreased by \$31.609 million to \$49.402 million from \$81.011 million in FY 008-09

Commissioner Heyman asked the Budget Director to include as part of the overall budget those departments that no reductions were being proposed, such as the Office of Sustainability, and present it for committee review and possible changes.

Ms. Glazer-Moon noted staff would provide the Board with a Table of Organization the following day (8/26).

Referring to the discussion regarding the use of inmate trustees, Commissioner Jordan asked whether State of Florida inmates were being considered for these activities. She pointed out that the City of Miami Gardens currently utilized trustees from the State to perform all its road maintenance work.

In response to Commissioner Heyman's question on the proposed closing of libraries one day a week, Ms. Glazer-Moon explained that the budget would reduce the days libraries were open by a day. She explained that each library would operate on a different schedule, based on community needs, and would be closed on different days.

Chairwoman Sorenson noted she would buy back the days the libraries would be closed.

Commissioner Jordan noted she, too, would buy back the days the libraries would be closed.

Having concluded its discussion of today's agenda, the Budget, Planning, and Sustainability Committee recessed its meeting at 4:09 p.m. The Committee was scheduled to reconvene on August 26, 2009 at 9:30 a.m. in the Commission Chambers.

Katy Sorenson, Chairwoman
Budget, Planning & Sustainability Committee