


Memorandum



Date: September 3, 2009

To: Honorable Chairman Dennis C. Moss
and Members, Board of County Commissioners

From: George M. Burgess
County Manager 

Subject: Budget Conference Meeting Requests

From August 24 through August 26, 2009, the Budget Planning and Sustainability Committee held Budget Conference meetings to review the FY 2009-10 Proposed Budget and to develop alternative recommendations. Generated from the Committee's discussion were a number of information requests. Responses to those requests are in both the body of this memorandum and in the associated attachments. Every effort has been made to answer all the questions and provide information regarding all of the issues discussed at the conference committees. Many of the issues were already addressed in responses to requests from individual Commissioners. We continue to review the notes from these meetings to ensure everything has been addressed, but felt it important to provide this information to the Board at this time. Any additional information will be sent as expeditiously as possible.

Three of the primary requests from the Budget Conference meetings were for restoration of some of the reductions in the Proposed Budget, verification of sources of funding or savings identified by committee members that would support the restorations, and a listing of the reductions that the administration would not recommend restoring with tax-supported revenues. Responses to these requests are included as Attachments A, B, and C.

Attachment A provides information regarding the resources required in order to restore services and positions identified by committee members. In some cases, services not identified by the committee members must be restored in order to support services that were identified, such as restoring neighborhood service centers in order to provide elderly meals. This information is noted in the attachment.

Attachment B is a verification of the sources of funding or savings identified by committee members that would support the restorations apart from additional ad valorem revenue. The applicable taxing jurisdiction or proprietary source is noted. A number of these elements are either required expenditures or provisions of our collective bargaining agreements. It is also important to note that funding cannot be transferred between sources to support restored services. More detail regarding several of these elements is also provided within the body of this report. I must stress that while information has been provided for all requests made at the conference meetings, one should not assume the administration endorses the proposals made.

Closing the Gap

The budget gap originally identified was between \$350 million and \$400 million. It was calculated based on the following:

- \$188.1 million of reduced ad valorem revenue
 - \$131.2 million countywide
 - \$32.7 million fire district
 - \$8.8 million library district
 - \$15.4 million UMSA
- \$107.61 million of reduced non ad-valorem revenue in the general fund
- \$78 million of increased costs associated with maintaining service levels for the tax supported operations
- \$60 million associated with revenue to expenditure gaps for the proprietary departments

Identified in the table below are the various adjustments made in order to close the gap.

	Stated Gap	\$427,000
State Deferred FRS Rate Increase		-\$20,700
Per Employee Health Insurance Premium Contribution Adjustment		-\$12,400
Freeze Merit for FY 2009-10		-\$17,000
Longevity Freeze for FY 2009-10		-\$19,500
Five Percent Reduction to Salary		-\$106,300
Use of Emergency Contingency Reserve Including Elimination of Planned Transfer in FY2009-10		-\$58,500
Overall Expenditure Reductions		-\$201,000
Increase in Countywide Millage (Additional Revenues)		-\$17,300
Net Proprietary Adjustments Including Reductions and Increases in Reserves (1)		\$26,000
Total Adjustments		-\$426,700

Notes: (1) Reflects the approximate net impact of the total cuts and disposition of expenditure reductions in the proprietary departments.

Proposed vs. Rollback Millage/Revenue

In order to meet TRIM compliance requirements, the Property Appraiser submitted the rolled-back rate for all taxing jurisdictions as defined by State Statute. The table below includes the FY 2009-10 Proposed Budget millage rates and the rolled-back millage rates along with the additional revenue generated for each taxing jurisdiction. Please note that a portion of the additional revenues in both the countywide and UMSA General Fund are needed to fund tax increment financing district payments, as detailed below.

Honorable Chairman Dennis C. Moss
and Members, Board of County Commissioners
Budget Conference Meeting Requests
Page 3 of 12

(\$ in '000s) Jurisdiction	Proposed		Rollback		Variance		CRA Adjustment Expense	Net Available Funds
	Rate	Revenue	Rate	Revenue	Rate	Revenue		
CW	4.9201	\$1,038,311	5.4524	\$1,150,645	0.5323	\$112,334	(5,332)	\$107,002
UMSA	2.0083	130,186	2.2451	145,536	0.2368	15,350	(107)	15,243
Fire Rescue	2.1847	274,320	2.4458	307,105	0.2611	32,785	0	32,785
Library	0.2570	49,402	0.4278	82,235	0.1708	32,833	0	32,833

We would like to remind the Board that the millage rates set at the first budget hearing represent the ceiling and rates cannot be increased at the second hearing. If there is a desire to restore services, or not impose the five percent pay reduction, it is important the Board provide itself the flexibility to make these adjustments when the final budget is adopted at the second hearing.

Personnel Costs

Salary Reductions:

Over the last few weeks we have received several requests for various salary reduction scenarios. Included as Attachment D are the savings associated with salary reduction scenarios along with the impact of each by taxing jurisdiction. The attachment includes the following scenarios: one percent salary reduction by ranges in increments of \$50,000, savings associated with the elimination of the \$50 premium pay supplement, 7.5 percent, 10 percent, and 15 percent salary reductions for various ranges beginning at \$100,000, and the savings by taxing jurisdiction associated with the various salary reduction scenarios included in a response to Commissioner Sosa dated August 12, 2009.

Executive Benefits:

The Executive Benefits Program was established by the Board of County Commissioners (BCC) in 1987 as a component of the total compensation package for County executives. Additionally, the BCC approved a supplemental car allowance of \$800 per month that is paid to the 13 County Commissioners, the Mayor, County Manager, State Attorney, Public Defender, Clerk of the Court, County Attorney, and the First Assistant County Attorney. The table below includes the budgeted amount for FY 2009-10 to cover the cost of the Executive Benefits Program.

<u>Jurisdiction</u>	<u>Budgeted Amount</u>
Countywide	2,484,000
UMSA	616,000
Fire Rescue	93,000
Library	70,000
Other Proprietary	2,489,000
*Total	\$5,752,000

*Executive Benefit Budgeted Per Taxing
Jurisdiction Including Supplemental Automobile
Allowance (\$800 per month)

Furloughs:

The table below shows the cost reduction that a one-day furlough would yield by source of funds. In order to estimate this cost reduction, assumptions were made based on operational and legal requirements that reduce the number of employees that can be placed on furlough. For example, in Miami-Dade Transit (MDT), bus and train operators are deemed not to be eligible for furlough because the busses and trains would still have to be operated. Therefore, this would have to be done using staff on overtime, which would actually increase operating costs. Public safety positions were also excluded from the furlough list. Additionally, the research done by staff revealed that "Job Basis/Salaried" personnel cannot be placed on one-day furlough as per federal labor rules and regulations. This class of employee could only be placed on furlough for an entire week at a time. The figures below did not exclude this personnel from the one day estimate; assuming that if furloughed they would be furloughed for no less than five continuous days. In order to reduce cost by an amount equal to the approximately \$106 million yielded from a 5 percent reduction, the furlough-eligible employees would need to be furloughed for approximately 29 days.

Cost Reduction - One-Day Furlough

Summary	Cost Reduction
Countywide	(907,646)
UMSA	(307,747)
Fire Rescue	(88,748)
Library	(114,164)
Other Proprietary	(2,272,471)
Total	(\$3,690,777)

Proprietary Reserves

As discussed at the conference committee meeting, the expense reduction associated with the 5 percent salary reduction and the freeze on merit increases and longevity bonuses for proprietary departments has been placed in each departments' reserves, in addition to other amounts required by bond ordinances and other standards. Proprietary Departments include Water and Sewer, Solid Waste, Aviation, Seaport, Department of Environment Resources Management, and a portion of Building and Neighborhood Compliance, Planning and Zoning, and Transit to name a few. In general, if the five percent salary reduction and the longevity and merit freeze savings are implemented, proprietary departments will be able to maintain their reserves at the proposed budget level and use the additional reserve funds to defray possible fee increases.

The committee members requested information regarding three specific departmental reserves. In MDT, the FY 2009-10 proposed five percent salary reduction resulted in a total of \$12.818 million that was programmed in MDT reserves. If the five percent salary reduction is not implemented, the accelerated payment plan towards the operating deficit that totals \$54.9 million will revert back to the original programmed payment of amount of \$6.290 million, not the proposed amount of \$19.108 million. The FY 2009-10 Proposed Budget includes a total of \$1.936 million of reserves in Planning and Zoning in various activities. The reserve for Impact Fees is \$674,000, for planning functions supported by proprietary planning revenues is \$132,000, and for zoning functions is \$1.130 million. The FY 2009-10 Proposed Budget for the Department of Cultural Affairs reflects a reserve of \$2.645 million which is solely related to the South Miami-Dade Cultural Arts Center.

Community-Based Organizations (CBOs)

Included as Attachments E, F, and G is information related to multiple requests for information on community-based organizations. Specifically, these requests included the following:

- CBOs and allocations where contracts were not executed, including prior years
- Existing CBO allocations categorized by population served/type of service
- Current CBO allocations reflecting the percentage of administrative costs
- CBO allocations that are utilized as matching funds for other non-County dollars
- CBO expenditures to date

This information was collected from existing County contract files and records and is provided in the three attached spreadsheets described below.

Attachment E "Community-based Organization (CBO) Contracts not Executed as of August 28, 2009 for Fiscal Years 2006, 2007, 2008," reflects CBO contracts from the previous three fiscal years which have not been executed through the Office of Grants Coordination (OGC) and the Department of Cultural Affairs. These contracts include services related to social and human services, economic development, and recreational and cultural-related activities. A brief explanation regarding the reason(s) why each contract was not executed is included in the notes column.

Attachment F, "OGC CBO List with Administrative Costs, Matching Requirements, by Service Category," provides the percent of general funds allocated to CBO administrative expenses, whether or not any of these allocations receive matching funds, and the service category (i.e., Elder Services, Children, Youth, and Families, Basic Needs, etc.) to which they are assigned. As it relates to the prior report dated August 28, 2009 that detailed County funding allocated to CBO Executive Director or equivalent compensation, it is important to note that it is not always the case that 100% of such compensation is viewed as administrative in nature. For some agencies the work performed by the Executive Director or equivalent is clearly the provision of direct client services so it is possible that an agency may have such a position listed in the first report, but now have a lesser amount (or \$0) reflected for administrative or indirect costs.

Finally, Attachment G "Expenditures to Date for Executed Contracts for Fiscal Year 2008-09," details all reimbursed expenditures as of August 26, 2009, the contract's remaining balance, and the percent expended to date.

Contract for Employee Medical Assessment Testing

The contract for Employee Medical Assessment Testing was established with Mount Sinai Medical Center of Florida, Inc. on December 17, 2004 for three years with three, one-year renewals. The contract is currently in the second renewal year with one additional option term remaining. This contract is for employment physical examination services for County employees and applicants. The services include standard pre-employment examinations and high stress examinations. The contract also provides for drug and alcohol testing and fit-for-duty physicals. When the contract was approved to advertise in May 2004, Jackson Memorial Hospital did not submit a proposal to render services. A copy of the contract with Mount Sinai is attached (Attachment H).

Furniture

As a result of various inquiries related to FY 2009-10 planned furniture expenses, included as Attachment I is information on FY 2009-10 proposed operating and capital furniture expenditures by department, including proposed telecommunication expenditures associated with each capital project. Please note that for all of the capital projects listed in the table, with the exception of the Audit and Management Services project, which is funded by Capital Outlay Reserve (COR), the projects are primarily, if not completely, funded with sources that are restricted in use. For example, the Domestic Violence Center is funded by Food and Beverage Taxes as stipulated under State Statute, and the Overtown Tower 2 and South Miami-Dade Cultural Center projects are funded by various bond proceeds. In the case of proprietary departments, any savings from reduced furniture appropriations could be used to increase reserves, reduce fees and charges, or help defray fee increases in the future. These savings cannot be transferred to the general fund. In addition, when a department vacates a location and cannot re-use the furniture, GSA evaluates the condition of such furniture and keeps all usable pieces in the warehouse for use in future projects. Furniture that is not usable because it is damaged is available for purchase at the County Store.

Policy Formulation

In response to the various reduction scenarios requested pertaining to the Board of County Commissioners (BCC), County Attorney, and the County Executive Offices, we have included Attachment J which provides different scenarios for the policy formulation departments from a 10 percent through 45 percent across-the-board reduction along with the funding source.

Public Safety

Corrections and Rehabilitation:

In response to various inquiries related to the inmate trustee program and the possibility of using inmates to fulfill needs in other departments, please be advised that Departmental activities utilize between 800 and 950 inmate workers weekly for preparation of meals, sanitation of facilities, laundry and linen duties, and maintenance and lawn services. There is currently an inmate worker shortage due to a variety of reasons, including a lower population in general, a decrease in the number of inmates who meet security, physical and mental health, and other qualifications, and a decrease in staff available to supervise inmate crews on outside assignments. The inmate trustees eligible to fulfill needs in other departments is further restricted to only those that have been adjudicated, which makes up the smallest percentage of inmate trustees. Also note that it is especially difficult to find inmates who are qualified to work in parks due to legislative limitations.

Some assistance could be provided through overtime, or hiring one officer plus equipment costs for each five member inmate worker crew. Proposals can be developed to address County needs, providing that qualified inmate workers are available. At the present time, using the average overtime rate, one officer would cost approximately \$464 for 6 hours of work and two hours to pick up and deliver inmates. Mileage would be charged at \$0.53 per mile. It is estimated that a typical daily assignment would cost approximately \$500, assuming that all necessary equipment is provided by the contracting agency. We are also pursuing ideas suggested by Commissioner Heyman regarding other populations with court ordered restitution.

Fire Rescue:

Air Rescue

Reducing an air rescue unit (a reduction in the number of Commanders and Co-pilots) would save \$4 million and if two helicopters were sold as a result of closing the Air Rescue North (ARN) operation, each helicopter could be sold for approximately \$5 million. In 1999, after a public request due to a delayed transport of a shooting victim in Aventura, the Board of County Commissioners decided it would be more cost effective to establish air transport in the northern area of the County rather than build another trauma center. As part of this agreement Jackson Health Systems agreed to contribute \$900,000 per year to support ARN. The remaining portion of the operation is supported by countywide General Fund (\$3.854 million). ARN was established through Resolution R-524-99 for the following reasons:

- 30 minute response time for our operating Fire Rescue helicopter to reach the citizens of northern Miami-Dade County.
- Congestion on the streets and highways of Miami-Dade County, especially during rush hour, drastically reduced the time in which a critically injured person could be transported to the Ryder Trauma Center.
- Ability to handle two trauma emergencies simultaneously if both required the use of the Fire Rescue helicopter. Due to the specialty of the Air Rescue Bureau, there are times when both aircrafts are needed simultaneously (470 times since October 2007). Due to weather conditions, there are times when Air Rescue can respond from one base and not another.

Included as Attachment K are average response times for both Air Rescue North and South. Response times are broken out by average response time to the incident and average response time to the receiving hospital. Over the last three years, the Air Rescue South has responded to an average of 1,027 calls per year and Air Rescue North has responded 593 calls per year. Elimination of ARN facility would increase response times by approximately 15 minutes, which would impact the critical hour needed to save a trauma patient. Suggestions have been made to operate Air Rescue North on a call back procedure basis. After careful consideration, the Department has found that the time needed for a crew (Commander, Co-pilot, flight medics) to be assembled, report to the North location, complete the pre-flight inspection and take-off would be prohibitive in a life threatening situation.

Consolidation of service within City of Miami

As part of a mutual aid agreement, the City of Miami Fireboat covers the areas of the Miami River and the Seaport while MDFR covers all other areas. Mutual aid with Key Biscayne will continue as Fire Rescue Station 15 reverts to the previous level of service on the island.

Fireboat 2

The personnel at Haulover Beach Marina Fire Rescue Station (21) are assigned to suppression and rescue units which are covered by minimum staffing requirements in the International Association of Firefighters contract (Article 13.1) and are unable to staff Fire Boat 2 at the same time.

Transportation

Transit:

Miami-Dade Transit currently provides Special Transportation Services (STS) to residents that exceed the Federal Mandate of providing transportation services within the ADA Transit corridor. The ADA Transit corridor is limited to providing STS transportation services outside a ¼ mile of a main transit mode. Approximately 37,016 annual trips occur each year (out of 1.88 million) that are outside of the ADA Transit corridor. The average cost to provide a STS trip is \$28.00, representing a cost to MDT of \$1.036 million to provide services that are outside the ADA corridor.

In the FY 2009-10 Proposed Budget, Miami-Dade Transit recommended a re-alignment of bus routes to eliminate duplication and reduce inefficient routes in order to create an efficient cost effective system. The resulting savings from this Service Efficiency and Restructuring Initiative (SERI) is projected to yield \$15 million for a December line-up. Savings are comprised of \$1.5 million in salaries (reduction of 50 positions in bus operations) and \$13.5 million in fuel, parts, and maintenance as a result of the decommissioning of 33 vehicles during peak times. The overall service impact of restructuring 34 routes as a result of implementing the SERI will be 29,700 riders annually. From the total 29,700 riders impacted, 17,500 riders will have to make a transfer that currently have a direct route, 12,000 will have an average increase in wait time of 15 minutes and/or an increased walk of two blocks to reach a bus stop. Roughly 120 riders will have no transportation option within a half of mile, and 80 riders will have no option at all.

Recreation & Culture

Convention Development Tax:

The FY 2009-10 Proposed Budget includes \$12.829 million from Convention Development Tax (CDT) for the Adrienne Arsht Center for the Performing Arts, provided as follows.

Performing Arts Center Subsidy

- \$7.650 million - Funding is for the occupancy costs associated with operating the facility. This includes general maintenance, security, utilities, insurance, and police services. This is paid to the center through monthly reimbursement statements submitted for eligible expenses.

Performing Arts Center Operating Subsidy

- \$5.179 million - Funding was proposed to be used for the following items within the center's budget:
 1. Maintenance/Operating Reserve - \$1.506 million
 2. Endowment - \$2.4 million
 3. Education/Outreach - \$1.273 million

Both of these allocations are funded through CDT and portions of the funding have been allocated per Ordinance 97-210, which was the authorization of the 1997 Special Obligation Bond Series and the allocation of prior payments for the Arena Operating Subsidy, Cultural Affairs Grants, PAC Operating Subsidy and PAC Construction grants, through the annual budget process. A portion of the funds anticipated to be utilized to fund an operating endowment for the Adrienne Arsht Center could be redirected as an annual payment to support the construction of the New World Symphony facility.

Available uses for CDT fall within Florida Statutes 212.0305. According to this Statute, the CDT eligible uses include as follows, starting in section 4.a.3 of the Statute:

- a) To promote and advertise tourism;
- b) To extend, enlarge, and improve existing publicly owned convention centers in the county;
- c) To construct a multipurpose convention/coliseum/exhibition center or the maximum components thereof;
- d) To acquire, construct, extend, enlarge, remodel, repair, improve, or maintain one or more convention centers, stadiums, exhibition halls, arenas, coliseums, or auditoriums, or golf courses, and may be used to acquire and construct an intercity light rail transportation system as described in the Light Rail Transit System Status Report.

Staff has reviewed the current operating budget for the South Miami-Dade Cultural Arts Center (SMDCAC) pre-opening. The FY 2009-10 Proposed Budget for the SMDCAC includes operating costs of \$2.6 million and a \$2.645 million reserve. Based on the current construction schedule it is expected that the building will be delivered sometime after the start of the second quarter of FY 2010-11 and preliminary estimates show that operating costs will be approximately \$2.5 million annually. Due to the updated construction schedule received by the Department, it is expected that approximately \$827,000 will be needed next fiscal year as expected ramp-up expenditures have been delayed until FY 2010-11. Under these revised assumptions, approximately \$1.3 million in carryover CDT funds is available for eligible uses at the Board's discretion which could be redirected to restore the reduction in the general fund in subsidy to the museums. Although, it is expected, and should be noted, that through a one-time reduction in FY 2009-10, additional revenues will be needed during FY 2011-12, which is currently projected as the first full year of operations.

Library:

The savings associated with closing one day and seasonal Sunday operations is \$6.736 million including 120 full time and 73 part-time positions.

Neighborhood and Unincorporated Area Municipal Services

Planning and Zoning:

In response to requests related to the number of zoning and non-zoning community council meetings during FY 2008-09, there was a total of 98 Community Council meetings throughout the County, 65 were zoning meetings and 33 non-zoning meetings. There were nine meetings that did not have quorum; these were all non-zoning meetings.

Public Works:

In response to inquiries related to mosquito spraying missions, please be advised that the Public Works Department averages three to six larvicide missions performed by the helicopter per year to treat approximately 200 acres for the prevention of larva mosquitoes reaching maturity. In extreme situations, for example after a hurricane, the helicopter missions are used to treat adult mosquitoes. The Department also employs a contractor for approximately 15 aerial missions per year, which are performed by an airplane, for treating adult mosquitoes that is still funded in the FY 2009-10 Proposed Budget. The impact of grounding the helicopter primarily restricts the department from treating mosquitoes in the larva stage and the will have the consequence of increasing the adult mosquito population. Other measures are being explored for the treatment of larva mosquitoes to include contracting the flying missions in the same manner that aerial missions are being deployed for

adult mosquitoes. The difficulty in this is contracting with a vendor that has the equipment that can disperse insecticide pellets since most providers of this service currently only have capability for smoke insecticide. Other alternatives include contracting the maintenance and flyovers of the six larva missions in lieu of keeping full-time staff on hand for a limited amount of missions. The full time staff that is being reduced as a result of grounding the helicopter includes a pilot and mechanic that have a combined salary including fringe of approximately \$143,000.

Health and Human Services

Neighborhood Centers

Included as Attachment L is a map of all Community Action Agency (CAA) Neighborhood Service Centers and Self-Help Centers. The FY 2008-09 Budget implemented the consolidation of all neighborhood service centers in CAA. Please note that centers numbered 1-3, 5, 7, 9, and 10-12 on the attached map are recommended to be closed in the FY 2009-10 Proposed Budget.

Head Start and Early Head Start

CAA reviewed its program database for Head Start and Early Head Start to determine the number of children on its waiting lists, as of August 24, 2009. Currently, all slots are filled for the 2009-10 program year. A total of 2,364 three to five year old children appear on the Head Start waiting list, 1,144 for County operated sites and 1,220 for delegate operated sites. For infants and toddlers ages birth to three years old, 2,614 children appear on the Early Head Start waiting list, 588 for County operated sites and 2,026 for delegate operated sites.

Additionally, in response to inquiries, the department reviewed the budgetary impact of reducing the number of Head Start days from 175 to 160. Such a reduction in service would generate savings of \$2.163 million in Countywide General Funds, of which personnel costs account for \$1.852 million and operating expenditures account for \$311,000. The Proposed Budget reflects savings of \$5.292 million which is \$3.129 million more in savings with no reduction to services.

Enabling Strategies

General Services Administration:

Surplus Vehicles:

The process of replacing light equipment vehicles begins with an initial replacement review of the vehicle at 100,000 miles for unleaded vehicles and 150,000 miles for diesel vehicles. At the initial review stage, General Services Administration (GSA) Fleet Management in consultation with the user department takes into account the vehicle age, operating and maintenance costs, and overall vehicle condition before making a decision on whether or not to replace the vehicle. Vehicles are kept in the County's fleet for as long as they remain cost effective. The result of keeping vehicles beyond their useful life and not replacing them will be increased maintenance costs and decreased operating efficiency.

Once a light equipment vehicle is removed from the County's fleet, it is declared surplus property and the disposition of the vehicle is governed by County ordinance. Section 2-112.2.1 of the Code requires that before the County offers surplus property to a prospective bidder the County shall offer the vehicle first to the Park and Recreation Department at no cost, and thereafter to other County

departments and agencies at no cost. The County shall from then offer such surplus property by sale or donation to other governmental units located within Miami-Dade County for use in Miami-Dade County or shall have the discretion to offer the property to eligible community-based organizations by sale or donation. In the event that the surplus property is not otherwise disposed of by operation of this section, it is disposed of in the manner set forth in Section 274.06, Florida Statutes.

Take-Home Vehicles:

Depending on the position and function, 24-hour vehicle assignments are provided to County employees whose responsibilities require a take home vehicle assignment to improve operational services to County residents. As an example, vehicles are assigned to certain employees to improve efficiency or quickly respond to emergencies by allowing employees to begin their workday immediately on their work route instead of reporting first to a central location. To be eligible for a 24-hour vehicle assignment an employee must be a Miami-Dade County Police Department (MDPD) police officer participating in the Personalized Patrol Vehicle Program (Resolution No. R-941-91), a MDPD Captain or Lieutenant eligible for a full-time vehicle assignment under the January 28, 1992 Letter of Understanding, a Miami-Dade Fire Rescue Inspector or Investigator contractually entitled to a 24-hour vehicle according to IAFF 1403, or a County employee who is required to take a County vehicle home for operational reasons. All departments, except MDPD and MDFR, are responsible for reviewing and updating this report on a monthly basis. MDPD and MDFR provide Fleet Management with an updated spreadsheet on a monthly basis of all approved 24 hour assignments. Please note that all sworn personnel in MDPD are entitled by PBA contract to a 24-hour vehicle assignment. A report listing the approved 24-hour vehicle assignments may be accessed at the link below:

<http://s01110030/Reports/Pages/Report.aspx?ItemPath=%2fMiami+Dade+County+GSA+Fleet+Reporting+Portal%2f24+Hour+Vehicle%2f24+Hr+Vehicle+Detailed+by+Department+and+Employee>

The potential savings associated with eliminating MDPD 24-hour vehicle assignments traveling outside of the county was also requested. Based on the average roundtrip portal to portal miles for marked and unmarked vehicles driven by officers residing in Miami-Dade County, the respective average was deducted from the portal to portal miles for those vehicles identified as been driven out of the County (by respective category, except rentals which was a calculated average of marked and un-marked). The resulting miles for MDPD were then annualized (227 work days) and divided by 15 miles per gallon to determine the fuel consumption at an average County cost of \$2.25 per gallon for a total savings of \$346,000, which includes marked, unmarked, and rented vehicles. Please refer to Attachment M for a listing of 24-hour vehicle assignments for employees living outside of Miami-Dade County.

Fleet Charges:

In response to inquiries related to GSA charges for preventative maintenance on County light equipment vehicles, the preventative service matrix (Attachment N) has been prepared to illustrate the different level of preventative maintenance performed on County vehicles.

The lowest level of preventative maintenance (Level A-PM) is performed on all County light equipment vehicles except for MDPD vehicles. GSA charges \$39.95 for a Level A-PM. As a result of the demanding performance under which MDPD vehicles operate, service levels for MDPD vehicles are different than regular County vehicles. The first level of preventative maintenance schedule for MDPD is (Level B-PM), which is performed every 4,000 miles and GSA charges \$189.95. The second level of preventative maintenance scheduled for MDPD is (Level C-PM), which is performed every 16,000 miles and GSA charges \$269.95. This schedule has been established for police

vehicles based on the assumption that a simple oil change is not acceptable given the use of these vehicles.

In comparison using published labor rates for local Ford dealerships, below are calculations of estimated costs for these services at a dealership:

- Maroone Ford – labor rate \$80.76/hr and parts markup upwards of 50 percent.
 - B-PM \$212.05
 - C-PM \$298.00
- Midway Ford - labor rate \$80.61/hr and parts markup upwards of 50 percent
 - B-PM \$211.78
 - C-PM \$297.64

Vehicle Replacement Trust Fund:

In FY 2009-10, the \$6.177 million budgeted for vehicle purchases in the Vehicle Replacement Trust Fund consists of \$1.98 million for the Public Works Department and \$4.197 million for the replacement of vehicles participating in the vehicle replacement program which are estimated to be replaced this year. Currently, the County has over 793 sedans, pick-ups, and vans with more than 100,000 miles, which meet the criteria for replacement. A final replacement plan will be initiated after careful evaluation of vehicle condition and maintenance cost. In FY 2007-08, the vehicle replacement program spent \$10.792 million for vehicle replacements and is projected to spend \$5.199 million in FY 2008-09. In the past three years, the County has implemented two plans to reduce the amount of vehicles purchased. In FY 2007-08, the County performed a right sizing study on County-owned light fleet vehicles that resulted in the elimination of 606 vehicles and in January 2007, the retirement guidelines were extended to 100,000 miles from 80,000 miles. Please be aware that the majority of the vehicles mentioned above are utilized by the Police Department. In the past three years, the department has postponed many vehicle replacements and the FY 2009-10 Proposed Budget again anticipates delaying the purchase of MDPD vehicles.

Sustainability:

In response to inquiries related to the budget of the Office of Sustainability, the General Fund portion of the FY 2009-10 Proposed Budget is \$514,000, which includes two positions and expenses including training and public outreach for the sustainability programs.

If you have any questions, please contact Jennifer Glazer-Moon, Office of Strategic Business Management at 305-375-5143.

Attachments

c: Carlos Alvarez, Mayor
Robert A. Cuevas, Jr., County Attorney
Denis Morales, Chief of Staff
Charles Anderson, Commission Auditor
Jennifer Glazer-Moon, Director, Office of Strategic Business Management
Dianne Collins, Acting Director, Clerk of the Board