

MEMORANDUM

Agenda Item No. 10(A)(4)

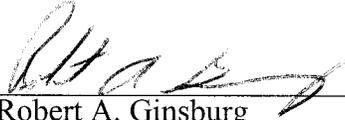
TO: Hon. Chairperson and Members
Board of County Commissioners

DATE June 3, 2003

FROM: Robert A. Ginsburg
County Attorney

SUBJECT: Resolution authorizing County
Manager to amend loan
agreement with the Children's
Trust

The accompanying resolution was prepared and placed on the agenda at the request of
Commissioner Natacha Seijas.



Robert A. Ginsburg
County Attorney

RAG/bw



MEMORANDUM

(Revised)

TO: Honorable Chairperson and Members
Board of County Commissioners

DATE: June 3, 2003

FROM: Robert A. Ginsburg
County Attorney

SUBJECT: Agenda Item No. 10(A)(4)

Please note any items checked.

- "4-Day Rule" ("3-Day Rule" for committees) applicable if raised
- 6 weeks required between first reading and public hearing
- 4 weeks notification to municipal officials required prior to public hearing
- Decreases revenues or increases expenditures without balancing budget
- Budget required
- Statement of fiscal impact required
- Bid waiver requiring County Manager's written recommendation
- Ordinance creating a new board requires detailed County Manager's report for public hearing
- Housekeeping item (no policy decision required)
- No committee review

Approved _____ Mayor _____
Veto _____
Override _____

Agenda Item No. 10(A)(4)
6-3-03

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE COUNTY MANAGER TO
AMEND LOAN AGREEMENT WITH THE CHILDREN'S
TRUST FOR START-UP AND OPERATIONAL EXPENSES IN
AN AMOUNT NOT TO EXCEED \$195,000.00

WHEREAS, on September 10, 2002, the electorate approved an amendment to the Home Rule Charter to create "The Children's Trust" and to authorize it to levy of an ad valorem tax not to exceed one-half (1/2) mill; and

WHEREAS, The Children's Trust was created by County ordinance 02-247 as required by Section 125.901 of the Florida Statutes; and

WHEREAS, the ordinance requires The Children's Trust to engage in numerous activities including but not limited to submitting a written needs assessment of the children of Miami-Dade County to the Board of County Commissioners, preparing an annual report, and submitting a proposed budget prior to July 1, 2003; and

WHEREAS, to accomplish the aforementioned objectives will require the expenditure of funds prior to The Children's Trust eligibility to receive revenue from the authorized ad valorem tax; and

WHEREAS, Section 6(i) of Ordinance 02-247 and Section 125.901(5) of Florida Statutes states that: "After or during the first year of operation of the council on children's services, the governing body of the county, at its option, may fund in whole or in part the budget of the council on children's services from its own funds"; and

WHEREAS, the Board of County Commissioners passed Resolution R-95-03 authorizing a one-year loan to The Children's Trust in the sum of \$750,000; and

WHEREAS, this loan amount was based on the understanding that The Children's Trust would begin to receive ad valorem tax revenue in September or October 2003; and

WHEREAS, the Tax Collector has advised that The Children's Trust will probably begin to receive this revenue around December 2003 or January 2004; and

WHEREAS, The Children's Trust is in need of an additional \$195,000.00 for operational expenses through December 2003, of which a budget is attached hereto; and

WHEREAS, the Board of County Commissioners desires to provide The Children's Trust with the necessary funds to begin operating as an independent special district; and

WHEREAS, such loan will be repaid from the funds collected by The Children's Trust from the millage that is levied on its behalf,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA that the County Manager is authorized to amend the one-year loan agreement with The Children's Trust for start up and operational expenses, in an amount not to exceed \$195,000.00, to be appropriated from the tax equalization reserve; and further authorizes the County Manager to execute modification, amendment and termination clauses in said agreements on behalf of Miami-Dade County, Florida.

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The foregoing resolution was sponsored by Commissioner Natacha Seijas and was offered by Commissioner _____, who moved its adoption. The motion was seconded by Commissioner _____ and upon being put to a vote, the vote was as follows:

Bruno A. Barreiro
Jose "Pepe" Diaz
Sally A. Heyman
Jimmy L. Morales
Dorrrin D. Rolle
Katy Sorenson

Dr. Barbara Carey-Shuler
Betty T. Ferguson
Joe A. Martinez
Dennis C. Moss
Natacha Seijas
Rebeca Sosa

Sen. Javier D. Souto

The Chairperson thereupon declared the resolution duly passed and adopted this 3rd day of June, 2003. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: _____
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

RAC

Karon M. Coleman

**Children's Trust
FY 2002 - 2003
Transition Budget**

Revision 11

BUDGET CATEGORY	2002-03			Total Expenditures
	CSC	M.D. County Bridge Loan	Tax Anticipation Notes or Bank Loan	
Personnel Costs (through 12/20/03):				
Interim Salary		\$ 42,630.82		
Interim Fringe Benefits @ 25%		\$ 10,657.71		
Permanent Salary		\$ 324,276.82		
Permanent Fringe Benefits @25%		\$ 81,089.21		
TOTAL Salary & Fringe		\$ 458,634.56		
PROFESSIONAL FEES:				
Needs Assessment--Metis	\$ 260,000.00			
Strategic Planning--Mariowe	\$ 35,000.00			
Executive Search		\$ 30,000.00		
Temporary Agency (clerical, accounting clerk)		\$ 15,000.00		
Professional Consulting Services (Evaluation design, RFP development, technology training, revenue maximization, program startup)		\$ 120,000.00	\$ 45,000.00	\$ 165,000.00
Fiscal agent (5/1/03 to 10/30/03) @ \$500/month		\$ 6,000.00		
Payroll Services		\$ 7,000.00		
Total Professional Fees	\$ 295,000.00	\$ 178,000.00	\$ 45,000.00	\$ 518,000.00
OTHER OPERATING EXPENSES (6/01/03-12/20/03)				
Office space rental--6 months		\$ 40,000.00		
Office expense (telephone charges, postage, office supplies, copy/printing, publications, dues, food)		\$ 53,000.00		
Rental equipment (Copiers, etc)		\$ 7,500.00		
Travel		\$ 8,500.00		
Insurance --Board & Directors		\$ 6,000.00		
Insurance (general liability)		\$ 10,000.00		
Public Info./Public Notice	\$ 38,000.00	\$ 15,000.00		\$ 53,000.00
Contingency		\$ 13,365.45		
Total Operating Expenses	\$ 38,000.00	\$ 113,365.45	\$ -	\$ 151,365.45
CAPITAL EQUIPMENT (see worksheet)				
Office Furniture			\$ 50,000.00	
Computer systems/ basic office support (PCs, laptops, printers, telephone equipment, faxes, servers, networking, software and licenses)			\$ 100,000.00	
Total Capital Equipment			\$ 150,000.00	\$ 150,000.00
GRAND TOTAL	\$ 333,000.00	\$ 750,000.00	\$ 195,000.00	\$ 1,278,000.00
AVAILABLE REVENUE	\$ 333,000.00	\$ 750,000.00		
Total Operating Budget 2003				\$ 533,000.00
One-time Startup 2003				
Capital equipment				\$ 150,000.00
Needs assessment/board development				\$ 295,000.00
Total expenditures				\$ 1,278,000.00

Revision 10

The Children's Trust
2003 Personnel Budget

Interim	2003 Personnel Costs (to 12/20/03)					Annualized		
	Employment Period	% of Time Allocated	Total # of Pay Periods 2003	Bi-weekly Salary (PP)	Salary Compensation 2003	Gross Salary	Fringe Benefits	Annual Compensation
Chief Executive Officer	10/01/02-6/01/03	0.5	17	\$ 3,461.54	\$ 29,423.09	\$ 120,000.00	\$ 30,000.00	\$ 150,000.00
Administrative Secretary	10/01/02-6/01/03	0.5	17	\$ 1,563.85	\$ 13,207.73	\$ 50,000.00	\$ 12,500.00	\$ 62,500.00
Sub-total salary					\$ 42,630.82	\$ 40,000.00	\$ 10,000.00	\$ 50,000.00
Sub-total fringe					\$ 10,657.70	\$ 50,000.00	\$ 12,500.00	\$ 62,500.00
Total - Interim Personnel					\$ 53,288.52	\$ 33,000.00	\$ 8,250.00	\$ 41,250.00
Permanent								
Chief Executive Officer	6/02/03-12/20/03	1	14.05	\$ 4,615.38	\$ 66,923.08	\$ 55,000.00	\$ 13,750.00	\$ 68,750.00
Public Information Specialist	6/17/03-12/20/03	1	13.5	\$ 1,923.08	\$ 16,200.00	\$ 55,000.00	\$ 13,750.00	\$ 68,750.00
Administrative Secretary	6/02/03-12/20/03	1	14.05	\$ 1,538.46	\$ 22,307.57	\$ 55,000.00	\$ 13,750.00	\$ 68,750.00
Office Manager	8/03/03-12/20/03	1	10	\$ 1,923.08	\$ 19,230.80	\$ 55,000.00	\$ 13,750.00	\$ 68,750.00
Secretarial support	6/17/03-12/20/03	2	9	\$ 1,269.23	\$ 30,461.52	\$ 55,000.00	\$ 13,750.00	\$ 68,750.00
Program Managers (3)								
Age 0-5	7/21/03-12/20/03	1	11	\$ 2,115.38	\$ 23,269.16	\$ 90,000.00	\$ 22,500.00	\$ 112,500.00
Age 6-12	8/31/03-12/20/03	1	8	\$ 2,115.38	\$ 16,923.04	\$ 45,000.00	\$ 11,250.00	\$ 56,250.00
Age 13-19	9/28/03-12/20/03	1	6	\$ 2,115.38	\$ 12,692.28	\$ 90,000.00	\$ 22,500.00	\$ 112,500.00
Chief Financial Officer	7/13/03-12/20/03	1	12	\$ 3,461.54	\$ 41,538.48	\$ 85,000.00	\$ 21,250.00	\$ 106,250.00
Accounting support	8/13/03-12/20/03	1	10	\$ 1,730.77	\$ 19,230.80	\$ 50,000.00	\$ 12,500.00	\$ 62,500.00
Chief Information Technology	7/27/03-12/20/03	1	12	\$ 3,269.23	\$ 39,230.76	\$ 729,000.00	\$ 182,000.00	\$ 910,000.00
MIS support	8/17/03-12/20/03	1	9	\$ 1,923.08	\$ 16,269.21	\$ 55,000.00	\$ 13,750.00	\$ 68,750.00
Sub-total salaries			13		\$ 324,276.82	\$ 729,000.00	\$ 182,000.00	\$ 910,000.00
Sub-total fringe					\$ 81,069.20	\$ 55,000.00	\$ 13,750.00	\$ 68,750.00
Personnel Cost 2003 - Permanent					\$ 405,346.02	\$ 784,000.00	\$ 195,750.00	\$ 979,750.00
Personnel Cost 2003 -- Interim					\$ 53,288.52	\$ 33,000.00	\$ 8,250.00	\$ 41,250.00
Total Personnel Cost 2003					\$ 458,634.54	\$ 817,000.00	\$ 204,000.00	\$ 1,021,000.00