Office of Intergovernmental Affairs

RESOURCE ALLOCATION MEETING: FORM 1

GENERAL DEPARTMENTAL SUMMARY

Department: Board of County Commissioners (BCC) Intergovernmental Affairs
Fund: GF 010

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	N/A	N/A	0	0	0
General Fund Revenue	N/A	N/A	118	118	343
Other Revenues	N/A	N/A	358	400	523
TOTAL REVENUE	**0**	**0**	**476**	**518**	**866**
EXPENDITURES BY MAJOR CATEGORY					
Salary	N/A	N/A	322	358	635
Fringe Benefits	N/A	N/A	72	78	142
Administrative Reimbursement	N/A	N/A	0	0	0
Other Operating	N/A	- N/A	82	70	79
Capital	N/A	N/A	0	0	10
TOTAL OPERATING EXPENDITURES	**0**	**0**	**476**	**506**	**866**
Debt Service	N/A	N/A	0		
Reserves	N/A	N/A	0		
Transfers	N/A	N/A	0		
TOTAL EXPENDITURES	**0**	**0**	**476**	**506**	**866**
Cash Position					
REVENUES LESS EXPENDITURES	**0**	**0**	**0**	**12**	**0**
Revenue to the General Fund					

B) POSITIONS

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	N/A	N/A	7	7	7
Net full-time positions funded =	N/A	N/A	7	7	7
Budgeted Attrition Percent =	N/A	N/A	0.00%	0.00%	0.00%
Part-time FTEs =	0	0	0	0	0
Temp Agency FTEs =					

* If department administers other reserve funds, please provide detailed documentation

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Intergovernmental Affairs
Index Codes: CCINTERGOV

Department: BCC
Fund: GF 010

A) ISSUES OF THIS PROGRAM

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	N/A	N/A	0	0	0
General Fund Revenue	N/A	N/A	118	118	343
Other Revenues	N/A	N/A	358	400	523
TOTAL REVENUE	**0**	**0**	**476**	**518**	**866**
EXPENDITURES BY MAJOR CATEGORY					
Salary	N/A	N/A	322	358	635
Fringe Benefits	N/A	N/A	72	78	142
Administrative Reimbursement	N/A	N/A	0		0
Other Operating	N/A	N/A	82	70	79
Capital	N/A	N/A	0	0	10
TOTAL OPERATING EXPENDITURES	**0**	**0**	**476**	**506**	**866**
Debt Service	N/A	N/A			
Reserves	N/A	N/A			
Transfers	N/A	N/A			
TOTAL EXPENDITURES	**0**	**0**	**476**	**506**	**866**
Cash Position					
REVENUES LESS EXPENDITURES	**0**	**0**	**0**	**12**	**0**
Revenue to the General Fund					

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	N/A	N/A	7	7	7
Net full-time positions funded =	N/A	N/A	7	7	7
Budgeted Attrition Percent =	N/A	N/A	0.00%	0.00%	0.00%
Part-time FTEs =	N/A	N/A	0	0	0
Temp Agency FTEs =					

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Intergovernmental Affairs
Index Codes: CCINTERGOV

Department: BCC
Fund: GF 010

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Due to pressing issues at both the state and federal legislature, the recently hired director has not had an opportunity to develop a business plan and/or performance data for the division. It is expected for this to occur during the last quarter of the current fiscal year	N/A	N/A	N/A	N/A	N/A		

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 Hire three staff persons - at the request of the BCC, the division is proposing the addition of a staff person that will be permanently stationed in Washington DC - in addition two staffers are needed to assist in the day to day operations of the division - a researcher and a legislative coordinator - these additions would allow the division the opportunity to adequately and aggressively pursue the County's initiatives.	108	51	77	236	2		The BCC has expressed its desire to ensure that the division has adequate resources to properly address and tackle state and federal legislative needs of Miami-Dade County

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 None	N/A	N/A	N/A	N/A	N/A		

DEPARTMENTAL ISSUES

Department: BCC - Intergovernmental Affairs

Division Budget

The division shows more than a 10% growth from budget to budget due to the following:
1 - The FY 04-05 budget does not reflect the complete budget as it was divided between the Mayor's Office and BCC.
2 - Two staff persons listed within the Intergovernmental Table of Organization and budgeted within Intergovernmental had been funded by the Office of Strategic Business Management. As part of the reorganization within the BCC, these positions were moved into the BCC index code.

Dade Days and DC Fly-Ins

The BCC stated that it would like to have a dedicated funding source for Dade Days, DC Fly-Ins, and four other events involving our respective delegations.

* Currently we have $50,000 identified from interagency transfers for Dade Days, Tallahassee and for Washington DC Fly-In events
* Intergovernmental staff estimates the need of an additional $90,000 that would be set aside for the BCC to host different events and an any additional trips related to specific federal and/or state issues

a. A minimum of three events for the Tallahassee Delegation estimated at $ 25,000

b. A minimum of three event for the Washington Delegation estimated at $ 45,000

c. Special Fly-Ins related to specific state and federal issues estimated at $20,000

Enhancements

Enhancements are estimated at $236,000 - this includes housing, laptop, cell phone and travel for the Washington staffer ($42,000); it also includes costs associated with the addition of two more staff persons (salary and fringe $149,000) locally - space will need to be reconfigured ($15,000) and laptops are also needed for current and proposed additions ($20,000)

RESOURCE ALLOCATION MEETING: FORM 6

PERSONNEL RECONCILIATION

full-time positions only

Department: BCC - Intergovernmental Affairs

Event	*Changes*	Date	Count +/-
FY 2004-05 Final Adopted Budget		October 1, 2004	7
Overages, Reclasses, Changes, etc.			
FY 2005-06 Budget Submission			7
Enhancements, Reductions, Budget Changes, etc.	Legislative Coordinator		+1
	Researcher		+1
FY 2005-06 Proposed Budget			9

* Reclassifications are not required on this form

RESOURCE ALLOCATION MEETING: FORM 9

PAYMENTS TO AND FROM OTHER DEPARTMENTS

Department: BCC - Intergovernmental Affairs

(all dollars in thousands)

PAYMENTS TO BE MADE TO OTHER DEPARTMENTS

Department (to)	Reason and Source	Confirmed?	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
	Total Transfers to other Departments		0	0	0	0	0

PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS

Department (from)	Reason and Source	Confirmed?	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Aviation	Salary Reimbursement	Yes	N/A	N/A	55	61	81
Building Code Compliance Office	Salary Reimbursement	Yes	N/A	N/A	28	34	46
Building	Salary Reimbursement	Yes	N/A	N/A	32	38	39
Department of Resources Management	Salary Reimbursement	Yes	N/A	N/A	78	84	115
Seaport	Salary Reimbursement	Yes	N/A	N/A	32	38	46
Solid Waste Management	Salary Reimbursement	Yes	N/A	N/A	55	61	81
Water and Sewer Department	Salary Reimbursement	Yes	N/A	N/A	78	84	115
	Total Transfers from other Departments		0	0	358	400	523

may include capital funds as well

Agenda Item No. 2

Art in Public Places

8

RESOURCE ALLOCATION MEETING: FORM 1

GENERAL DEPARTMENTAL SUMMARY

Department: ART IN PUBLIC PLACES
Fund: 125/128

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	3,388	3,196	3,421	4,552	2,660
Seaport Revenue				260	800
Performing Art Center Revenues		1,136			
Library Revenues				72	
American Airlines Arena (F. Stella)	480	320			
Aviation Revenues	2,675	3,845	6,545	3,200	6,900
Interest		34	41	41	38
Maintenance & Conserv. Revenues				15	
Other Revenues		596			
TOTAL REVENUE	**6,543**	**9,127**	**10,007**	**8,140**	**10,398**
EXPENDITURES BY MAJOR CATEGORY					
Salary	329	356	382	413	410
Fringe Benefits	69	83	86	82	95
Administrative Expenses	14	15	19	19	19
Other Operating	102	109	129	137	118
Art Projects	2,830	4,007	8,512	4,826	9,266
Capital	3	5	5	3	3
TOTAL OPERATING EXPENDITURES	**3,347**	**4,575**	**9,133**	**5,480**	**9,911**
Debt Service					
Reserves			874	2,660	487
Transfers					
TOTAL EXPENDITURES	**3,347**	**4,575**	**10,007**	**8,140**	**10,398**
Cash Position					
REVENUES LESS EXPENDITURES	**3,196**	**4,552**	**0**	**0**	**0**
Revenue to the General Fund					

B) POSITIONS

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	5.6	5.6	5.6	5.6	5.6
Net full-time positions funded =					
Budgeted Attrition Percent =					
Part-time FTEs =	0.33	0.33	0.33	0.33	0.33
Temp Agency FTEs =	0	0	0	1	0

* If department administers other reserve funds, please provide detailed documentation

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: ART IN PUBLIC PLACES
Index Codes: Various

Department: ART IN PUBLIC PLACES
Fund: 125/128

A) ISSUES OF THIS PROGRAM

On going issue with the restoration of the Oldenburg Fountain, Art in Public Places has engaged design with GSA Design Services to propose modifications for ADA compliance.

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	3,388	3,196	3,421	4,552	2,660
Seaport Revenue				260	800
Performing Art Center Revenue		1,136			
Libraries Revenues				72	
American Airlines Arena (F. Stella)	480	320			
Aviation Revenues	2,675	3,845	6,545	3,200	6,900
Interest		34	41	41	38
Maintenance & Conservation Revenues				15	
Other Revenues		596			
TOTAL REVENUE	**6,543**	**9,127**	**10,007**	**8,140**	**10,398**
EXPENDITURES BY MAJOR CATEGORY					
Salary	329	356	382	413	410
Fringe Benefits	69	83	86	82	95
Administrative Reimbursement	17	19	19	19	19
Other Operating	99	105	129	137	118
Art Projects	2,830	4,007	8,512	4,826	9,266
Capital	3	5	5	3	3
TOTAL OPERATING EXPENDITURES	**3,347**	**4,575**	**9,133**	**5,480**	**9,911**
Debt Service					
Reserves			874	2,660	487
Transfers					
TOTAL EXPENDITURES	**3,347**	**4,575**	**10,007**	**8,140**	**10,398**
Cash Position					
REVENUES LESS EXPENDITURES	**3,196**	**4,552**	**0**	**0**	**0**
Revenue to the General Fund					

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: ART IN PUBLIC PLACES
Index Codes: Various
Department: ART IN PUBLIC PLACES
Fund: 125/128

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	5.6	5.6	5.6	5.6	5.6
Net full-time positions funded =					
Budgeted Attrition Percent =					
Part-time FTEs =	0.33	0.33	0.33	0.33	0.33
Temp Agency FTEs =	0	0	0	1	0

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Completion of small art projects and other large scale art projects	11	4	14	3	17	RC1-1	Major Art Project still ongoing
Provide educational awareness of programs to the general public by using art tours	3	3	3	3	5	RC1-5 &RC3-1	
Conservation and maintenance of existing public works of art	10	13	10	10	10	RC1-1	

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
None				0			
				0			
				0			
				0			

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
None				0			
				0			
				0			
				0			
				0			

DEPARTMENTAL ISSUES

Department: ART IN PUBLIC PLACES

On going issue with the restoration of the Oldenburg Fountain, Art in Public Places has engaged design with GSA Design Services to propose modifications for ADA compliance.

Time delays on Airport art projects have resulted in escalating costs, however, the Department is working with Artists to reduce these costs. The department is currently working with the Airport on the fiscal impact. (Approx. $1.5M)

Highlights:

Art in Public Places completed a terrazzo floor project and a Donald Lipski project at Miami International Airport Concourse "D".
At the Performing Art Center, Art in Public Places has seven on-going projects. Mock-ups for five projects have been developed and one project is 75% complete.

RESOURCE ALLOCATION MEETING: FORM 6

PERSONNEL RECONCILIATION

full-time positions only

Department: ART IN PUBLIC PLACES

Event		Date	Count +/-
	Changes		
FY 2004-05 Final Adopted Budget		October 1, 2004	**6**
Overages, Reclasses, Changes, etc.			
FY 2005-06 Budget Submission			**6**
Enhancements, Reductions, Budget Changes, etc.	*NO CHANGES*		
FY 2005-06 Proposed Budget			**6**

* Reclassifications are not required on this form

RESOURCE ALLOCATION MEETING: FORM 9

PAYMENTS TO AND FROM OTHER DEPARTMENTS

Department: ART IN PUBLIC PLACES

(all dollars in thousands)

PAYMENTS TO BE MADE TO OTHER DEPARTMENTS

Department (to)	Reason and Source	Confirmed?	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Cultural Affairs Department	33% Reimbursement of receptionist's salary & fringes	Y	8	8	8	8	8
Cultural Affairs Department	Sharing Leasing-Xerox Copier	Y	3	4	5	5	5
OSBM	Administrative Reimbursement	Y	14	15	19	19	19
	Total Transfers to other Departments		25	27	32	32	32

PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS

Department (from)	Reason and Source	Confirmed?	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Office of Historic Preservation	40% Reimbursement of OHP Director's salary & fringes	Y	37	55	65	60	63
	Total Transfers from other Departments		37	55	65	60	63

may include capital funds as well

RESOURCE ALLOCATION MEETING: FORM 10

SELECTED LINE ITEM HIGHLIGHTS

Department: ART IN PUBLIC PLACES

(all dollars in thousands)

Line Item Highlight	Subobject(s)	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Projection	FY 2005-06 Base Submission
Temporary	21510	0	0	20	0
Building Rent	25190	77	77	77	77
Administrative Reimbursements	26240	14	15	19	19
Travel Expense	31210	1	1	2	2

Department of Cultural Affairs

RESOURCE ALLOCATION MEETING: FORM 1

GENERAL DEPARTMENTAL SUMMARY

Department: Cultural Affairs
Fund: 125 / 720

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	686	373	209	524	388
General Fund Revenue	6,219	7,409	8,409	8,409	8,409
TDT Revenues	2,057	2,402	2,431	2,431	2,654
97 Series B Bond Schedule - Dedicated Amt. to Cultural Affairs	1,000	1,000	1,000	1,000	1,000
Other Revenues	816	366	372	467	388
CDT Revenues: South Miami-Dade Cultural Center	0	770	0	1,540	2,310
TOTAL REVENUE	**10,778**	**12,320**	**12,421**	**14,371**	**15,149**
EXPENDITURES BY MAJOR CATEGORY					
Salary	1,071	1,210	1,463	1,464	1,492
Fringe Benefits	195	272	339	304	336
Administrative Reimbursement	0	0	0	0	0
Other Operating Administration	228	290	348	368	450
Grants	8,685	9,007	9,898	9,898	9,971
Programs	207	247	340	376	336
Capital	19	0	33	33	33
TOTAL OPERATING EXPENDITURES	**10,405**	**11,026**	**12,421**	**12,443**	**12,618**
Debt Service	0	0	0	0	0
Reserves	0	770	0	1,540	2,531
Transfers	0	0	0	0	0
TOTAL EXPENDITURES	**10,405**	**11,796**	**12,421**	**13,983**	**15,149**
Cash Position					
REVENUES LESS EXPENDITURES	**373**	**524**	**0**	**388**	**0**
Revenue to the General Fund					

B) POSITIONS

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	19	22	22	22	22
Net full-time positions funded =					
Budgeted Attrition Percent =	0.00%	0.00%	0.00%	0.00%	0.00%
Part-time FTEs =	1	1	1	1	1
Temp Agency FTEs =					

* If department administers other reserve funds, please provide detailed documentation

PROGRAM INFORMATION

Activity: Administration
Index Codes: / **Project 127001** - CUR044735; CUR044453; CUADMIN

Department: Cultural Affairs
Fund: 125

A) ISSUES OF THIS PROGRAM

Department overhead is projected at 15.54% of operating budget; if the TDC grants pool ($950k in FY2006) and the Capital projects ($70m before BBC/GOB) for which the Department is responsible are factored in, the administration-to-programs proportion drops to 2.46%; with the Cultural Projects of BBC/GOB ($450m) factored in, the proportion of administration-to-programs is 0.39%

While no new positions are requested for FY2006, the operational preparation and pre-opening staffing needs of the South Miami-Dade Cultural Center are being closely anticipated and reviewed, and will be significant issues during construction in FY2006, and continuing from that point on.

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	149	149	0	451	72
General Fund Revenue	0	0	0	0	0
TDT Revenues	1,327	1,715	1,821	1,439	1,852
TDC Admin Fee	159	202	182	182	197
TOTAL REVENUE	**1,635**	**2,066**	**2,003**	**2,072**	**2,121**
EXPENDITURES BY MAJOR CATEGORY					
Salary	1,071	1,094	1,332	1,344	1,359
Fringe Benefits	195	244	303	273	299
Administrative/Operating Reimbursement/Exp. x'fer out	-67	-33	-33	-38	-30
Rent	106	145	145	145	145
Other Operating	162	165	223	243	315
Capital	19		33	33	33
TOTAL OPERATING EXPENDITURES	**1,486**	**1,615**	**2,003**	**2,000**	**2,121**
Debt Service					
Reserves					
Transfers					
TOTAL EXPENDITURES	**1,486**	**1,615**	**2,003**	**2,000**	**2,121**
Cash Position					
REVENUES LESS EXPENDITURES	**149**	**451**	**0**	**72**	**0**
Revenue to the General Fund					

PROGRAM INFORMATION

Activity: Administration
Index Codes: / **Project 127001** - CUR044735; CUR044453; CUADMIN

Department: Cultural Affairs
Fund: 125

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	19	22	22	22	22
Net full-time positions funded =					
Budgeted Attrition Percent =					
Part-time FTEs =	1	1	1	1	1
Temp Agency FTEs =					

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
◆ Extend the Department's technical assistance services to areas of need *Performance Indicators:*							
◆ Make the Department's programs and services faster and easier to access *Performance Indicators:*							
➔ Introduce consolidated and reduced size grant agreement forms; introduce downloadable grant application and report forms	N/A	N/A	Develop & Implement	Accomplished	Continue	RC1-1; RC1-2	
➔ Develop and RFP to solicit proposals for an online grants system in collaboration with the City of Miami Beach	N/A	N/A	Develop & Implement	Issue RFP and award contract	Manage contract and inaugurate new system as pilot in Fall 2005, and in broader implementation in Spring 2006	RC1-1; RC1-2	

PROGRAM INFORMATION

Activity: Administration
Index Codes: / **Project 127001** - CUR044735; CUR044453; CUADMIN

Department: Cultural Affairs
Fund: 125

◆ Provide opportunities for professional skills-building for cultural organizations, artists and employees							
Performance Indicators:							
➔ Present technical assistance workshops, facilitate participation in professional conferences and provide mini-grants to artists to address areas of needed skills-building, including:							
- Grants writing for County and state grants attainment		30 workshops held	Hold 30 workshops	Hold 30 workshops	Hold 30 workshops	RC1-1; RC1-2	
- AES/Institute in Arts Management Seminars for arts administrators		Hosted	Host	Planning	Host	RC1-1; RC1-2	
- Participation in Americans for the Arts' and other national and regional seminars and conventions for arts managers		Accomplished	Accomplish	Accomplish	Continue	RC1-1; RC1-2	
- Provide mini-grants for working professional artists to access skill-building professional development opportunities through the Artists Access Grants Program		18 mini-grants awarded	Award 20 mini-grants	Award 20 mini-grants	Award 22 mini-grants	RC1-1; RC1-2	
- Manage the State's Artist Enhancement Grants Program		N/A	Award 300 grants	Award 325 grants	TBD	RC1-1; RC1-2	
- Develop and regional Emerging Leaders Initiative to cultivate a new generation of arts administrators		N/A	75 Emerging Leaders engaged and involved	100 Emerging Leaders engaged and involved	125 Emerging Leaders engaged and involved	RC1-1; RC1-2	
◆ Expand the Department's customer service survey to all grants programs, workshops and town meetings							
Performance Indicators:							
➔ Continue the multi-year phasing in of the Department's grants services evaluation, which includes customer survey assessments of: the grant application forms and guidelines; the grant contract forms; grant reporting forms, and technical assistance services			30% response rate achieved	Achieve 40% response rate	Achieve 50% response rate	RC1-1; RC1-2	
➔ Introduce a new, streamlined participation survey to establish a baseline for assessing levels of community involvement on organization's boards and staffs and in their programs			Accomplish	Accomplished	Continue	RC1-1; RC1-2	
➔ Implement an improved ADA survey to assess and encourage greater accessibility to cultural facilities and programs			Accomplish	Accomplished	Continue		

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 N/A				0			

PROGRAM INFORMATION

Activity: Administration
Index Codes: / **Project 127001** - CUR044735; CUR044453; CUADMIN

Department: Cultural Affairs
Fund: 125

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 N/A				0			

PROGRAM INFORMATION

Activity: Grants
Index Codes: **Project 127002** - CUR044784; CUR044834; CURMIABCHCDT; CUR032771; CUR084715

Department: Cultural Affairs
Fund: 125

A) ISSUES OF THIS PROGRAM

Department overhead is projected at 15.54% of operating budget; if the TDC grants pool ($950k in FY2006) and the Capital projects ($70m before BBC/GOB) for which the Department is responsible are factored in, the administration-to-programs proportion drops

Currently, we have achieved 60% of the adopted goal to increase the County's cultural grants support and services by $5 million over 4 years. FY2005-06 is the fourth and final year of this timetable.

The Cultural Affairs Council and the Department of Cultural Affairs continuously assess the needs and the pressures to keep County support in proportion to the growth of the cultural community. The prior revised figures (based on 2004-05 operating budget updates) correlating current funding levels to the documented overall investment goal puts the County's support at approximately 48% of the total needed to achieve a relative and appropriately calibrated public investment in cultural activities.

The $100K revenue reduction in General Fund support will force the CAN grants program to be suspended entirely in FY2005-06. CAN grants are incentive grants to local cultural organizations to bring programming in to the facilities that have been renovated using County capital investment dollars through its Existing Facilities and Neighborhood Facilities allocations, and the Capital Development grants program. CAN's strategic objective has 2 principal purposes: to activate the newly renovated facilities with quality, creative arts programming (in a manner that does not burden the non-profit cultural groups with venturing into uncharted areas in which they have not yet developed firm audience loyalties, while providing immediate leverage to the County's capital investments -- i.e., activation of neighborhood facilities with quality artistic products), and to begin to develop audience attendance habits for the neighborhood-based cultural centers. Eliminating these grant funds will impact the immediate operating revenues for the facilities by negatively affecting rental income (from the cultural groups) and ticket income (from the absence of audiences for these cultural events), and will hamper the ramping up of these facilities toward viability.

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

REVENUE BY MAJOR CATEGORY	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Carryover	433	-125	119	-263	0
General Fund Revenue	6,219	7,409	8,409	**8,409**	**8,409**
TDT Revenues & Int.	450	397	320	702	512
97 Series B Bond Schedule - Dedicated Amt. to Cultural Affairs	1,000	1,000	1,000	1,000	1,000
Misc. Revs. (unused/returned grant funds, etc.)		13			
MB 7-year drawdown + int.	358	0	0	0	0
TOTAL REVENUE	**8,460**	**8,694**	**9,848**	**9,848**	**9,921**

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Grants
Index Codes: **Project 127002** - CUR044784; CUR044834; CURMIABCHCDT; CUR032771; CUR084715

Department: Cultural Affairs
Fund: 125

EXPENDITURES BY MAJOR CATEGORY

Salary	0	0	0	0	0
Fringe Benefits	0	0	0	0	0
Administrative Reimbursement	0	0	0	0	0
Other Operating / Grants Programs:					
Capital Development	443	283	350	350	350
Major Cultural Institutions	3,675	4,167	4,570	4,570	4,570
Cultural Advancement	1,178	1,342	1,399	1,399	1,460
Dance Miami (Choreographers) Fellowships	15	15	15	15	15
Community Grants	593	661	656	656	525
Cultural Access Network	93	105	100	**100**	**100**
Service Organizations	271	404	350	350	380
Festivals and Special Events	1,086	966	1,050	1,050	900
Targeted Initiatives	251	165	255	255	358
Hannibal Cox Jr. Cultural Grants	377	352	375	375	300
International Cultural Exchange	250	250	250	250	250
Developing Arts in Neighborhoods	288	308	340	340	375
Arts Education Initiatives	0	59	138	138	138
Youth Arts Miami	0	0	0	0	200
Reconciliation of YE Postings	65	-120	0	0	0
Capital					
TOTAL OPERATING EXPENDITURES	**8,585**	**8,957**	**9,848**	**9,848**	**9,921**
Debt Service					
Reserves					
Transfers					
TOTAL EXPENDITURES	**8,585**	**8,957**	**9,848**	**9,848**	**9,921**

Cash Position

REVENUES LESS EXPENDITURES	-125	-263	0	0	0

C) POSITIONS FOR THIS DEPARTMENT

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	19	22	22	22	22
Net full-time positions funded =					
Budgeted Attrition Percent =					
Part-time FTEs =	1	1	1	1	1
Temp Agency FTEs =					

PROGRAM INFORMATION

Activity: Grants
Index Codes: **Project 127002** - CUR044784; CUR044834; CURMIABCHCDT; CUR032771; CUR084715

Department: Cultural Affairs
Fund: 125

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
◆ Serve as a cultural developer countywide *Performance Indicators:*							
➔ Increase funding available through the 15 existing grants programs to strengthen support for cultural development	$8,520	$9,077	$9,848	$9,848	$9,921	RC2-1	
Enhance the annual budget for cultural programs to progress toward the goals identified for each grant program and to fulfill the adopted County goal of increasing cultural support by $5 million over 4 years (beginning in FY03)							
➔ Drive toward establishing new grants programs to complete the comprehensive investment strategy for the arts * Create the Cultural Facilities Operations and Programming program (goal: $2,000,000) * Create the Arts & Social Services program (goal: $250,000) * Expand the Individual Artists Fellowships program beyond visual and media artists to additional artistic disciplines (goal: $350,000)	N/A	N/A	N/A	N/A	Accomplish	RC2-1	
◆ Improve existing cultural facilities in neighborhoods throughout Miami-Dade *Performance Indicators:*							
➔ Provide more convenient and affordable cultural and educational activities						RC1-4	
* Upgrade neighborhood-based cultural and community centers to be more technically and functionally capable as venues for cultural activities, and more easily accessible to audiences	Manage 23 Capital Development grants projects/awards	Manage 25 Capital Development grants projects/awards	Manage 20 Capital Development grants projects/awards	Manage 20 Capital Development grants projects/awards	Manage 20 Capital Development grants projects/awards		
* Continue to implement and complete the Existing Facilities Plan which includes renovation to: Guzman Center, Miami-Dade County Auditorium; Artime Center; Actors' Playhouse/Miracle Theater; Colony Theater; Caleb Auditorium; African Heritage; Lyric Theater; Shores Theater; Hialeah High Auditorium; Florida Memorial Lou Rawls Performing Arts Center; Goodlet Auditorium; Milander Auditorium	4 out of the total 15 projects in the plan completed	6 out of the total 15 projects in the plan completed	10 out of the total 15 projects in the plan completed	10 out of the total 15 projects in the plan completed	12 out of the total 15 projects in the plan completed		

PROGRAM INFORMATION

Activity: Grants
Index Codes: **Project 127002** - CUR044784; CUR044834; CURMIABCHCDT; CUR032771; CUR084715

Department: Cultural Affairs
Fund: 125

➔ Manage the County's investment in comprehensive cultural capital/renovation projects (e.g., Lyric Theater ancillary facility; Haitian Cultural Center/Caribbean Marketplace; Coconut Grove Playhouse; Miami Children's Museum; Civil Rights Museum)	Completed 1 of the 5 "Neighborhood Facilities" Projects	Advanced / completed 2 of the 5 "Neighborhood Facilities" Projects	Advanced / completed 3 of the 5 "Neighborhood Facilities" Projects	Advanced / completed 3 of the 5 "Neighborhood Facilities" Projects	Advanced / completed 4 of the 5 "Neighborhood Facilities" Projects	RC1-4	
➔ In tandem with completion of capital work, program the upgraded facilities to activate them and offer creative, alternative activities for kids and general audiences						RC1-4	
* Update/continually prioritize the list of venues for the Cultural Access Network grants program to encourage cultural groups to use alternative facilities as a means for expanding activities to new neighborhoods and providing cultural experiences to new audiences	Award and manage 13 Cultural Access Network grants	Award and manage 13 Cultural Access Network grants	Award and manage 11 Cultural Access Network grants	Award and manage 11 Cultural Access Network grants	Award and manage 10 Cultural Access Network grants		
◆ Begin implementing cultural facilities BBC GOB projects							
Performance Indicators:							
➔ Assess the readiness of projects and collaborate on formulating effective building programs	N/A	N/A	N/A	Advance work on 5 of the 19 GOB cultural projects	Advance work on 7 of the 19 GOB cultural projects	RC1-4	
➔ Work as a partner with the City of Miami, the Museums, parks advocates and other interest groups on creating a public process for master planning Museum Park and establishing a framework for advancing this project through design, construction and operations	N/A	N/A	N/A	Advance the Museum Park project	Advance the Museum Park project	RC2-1	

PROGRAM INFORMATION

Activity: Grants
Index Codes: **Project 127002** - CUR044784; CUR044834; CURMIABCHCDT; CUR032771; CUR084715

Department: Cultural Affairs
Fund: 125

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority				COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1	Additional Grant Funding (Year 4 of $5M over 4 years)			2,000			2,000	0		
	Program	FY2005-06 Prelim.	FY2005-06 +$2m							
	Majors	4,570	5,750							
	Cult. Adv.	1,460	1,700							
	Festivals	900	950							
	Capital Dev.	350	500							
	Cult. Access	100	150							
	Youth Arts	200	243							
	Int'l Cult. Xch.	250	300							
	Arts in Ed.	188	325							
	Culture Shock	300	400							
	Hannibal Cox	300	300							
	Developing Arts	375	375							
	Community Gts	525	525							
	Service Orgs.	380	380							
	Targeted Inits.	358	358							
	Choreog. Fellow.	15	15							
	Indiv. Artists	65	65							
		10,336	12,336							

PROGRAM INFORMATION

Activity: Grants
Index Codes: **Project 127002** - CUR044784; CUR044834; CURMIABCHCDT; CUR032771; CUR084715

Department: Cultural Affairs
Fund: 125

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	Program	FY2005-06 Prelim.	FY2005-06 -$100k	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1	Cultural Access Network (CAN) grants program	100	0	100			100	N/A	RC1-4; Grants to Org.s suspended	*Please see note below

*This revenue reduction would force the CAN grants program to be suspended entirely in FY2005-06. CAN grants are incentive grants to local cultural organizations to bring programming in to the facilities that have been renovated using County capital investment dollars through its Existing Facilities and Neighborhood Facilities allocations, and the Capital Development grants program. CAN's strategic objective has 2 principal purposes: to activate the newly renovated facilities with quality, creative arts programming (in a manner that does not burden the non-profit cultural groups with venturing into uncharted areas in which they have not yet developed firm audience loyalties, while providing immediate leverage to the County's capital investments -- i.e., activation of neighborhood facilities with quality artistic products), and to begin to develop audience attendance habits for the neighborhood-based cultural centers. Eliminating these grant funds will impact the immediate operating revenues for the facilities by negatively affecting rental income (from the cultural groups) and ticket income (from the absence of audiences for these cultural events), and will hamper the ramping up of these facilities toward viability.

PROGRAM INFORMATION

Activity: Artistic License - Arts License Plate Revenues
Index Codes: **Project 127003** - CURLICENSE; CUEFLAPLATES

Department: Cultural Affairs
Fund: 125

A) ISSUES OF THIS PROGRAM

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	77	43	0	37	37
General Fund Revenue	0	0	0	0	0
Arts License Plate Revenues (Distributed by FL DHMVS)	66	44	50	50	50
TOTAL REVENUE	**143**	**87**	**50**	**87**	**87**
EXPENDITURES BY MAJOR CATEGORY					
Salary	0	0	0	0	0
Fringe Benefits	0	0	0	0	0
Administrative Reimbursement	0	0	0	0	0
Artistic License / Arts Education projects and programs	100	50	50	50	50
Capital	0	0	0	0	0
TOTAL OPERATING EXPENDITURES	**100**	**50**	**50**	**50**	**50**
Debt Service					
Reserves					37
Transfers					
TOTAL EXPENDITURES	**100**	**50**	**50**	**50**	**87**
Cash Position					
REVENUES LESS EXPENDITURES	**43**	**37**	**0**	**37**	**0**
Revenue to the General Fund	0	0	0	0	0

C) POSITIONS FOR THIS DEPARTMENT

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	19	22	22	22	22
Net full-time positions funded =					
Budgeted Attrition Percent =					
Part-time FTEs =	1	1	1	1	1
Temp Agency FTEs =					

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PROGRAM INFORMATION

Activity: Artistic License - Arts License Plate Revenues
Index Codes: **Project 127003** - CURLICENSE; CUEFLAPLATES

Department: Cultural Affairs
Fund: 125

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
◆ Increase public participation in cultural activities *Performance Indicators:*						RC4-1	
➔ Attract audiences of all backgrounds and means to become event-goers							
* Coordinate training workshops with *Arts for Learning/Miami* and the *Children's Cultural Coalition* to increase opportunities for children to experience community cultural activities	Accomplished	Accomplished	Accomplish	Accomplish	Continue	RC4-1	
* Continue to update and re-distribute printed and electronic versions of the Cultural Resource Directory	Accomplished	Accomplished	Accomplish	Accomplish	Continue	RC3-1	
* Redesign and improve the Department's website to include more searchable databases, more extensive links, and the new graphic image for the Department's materials and products	N/A	N/A	Accomplish	Accomplish	Continue	RC3-1	
* Refine and expand the "Golden Ticket" free admission program targeted to senior citizens over the age of 62, in coordination with the Transit Department's "Golden Passport" program	N/A	N/A	Accomplish	Accomplish	Continue	RC3-1	
➔ Implement pilot projects to test the tools developed collaboratively with the Harvard Business School Community Partners program to increase more diverse participation on cultural groups' boards of directors	N/A	N/A	Work with 2 cultural groups testing and adapting their board participation recruitment methodologies using the HBS tool	Work with 2 cultural groups testing and adapting their board participation recruitment methodologies using the HBS tool	Work with 4 cultural groups testing and adapting their board participation recruitment methodologies using the HBS tool	RC3-1	
➔ Begin work on a new, year-long economic impact of the arts study, introducing the new feature of measuring the effect of audience spending as well as the impact of cultural organizations on the economy	N/A	N/A	Accomplish	Accomplish	Continue		
* Utilize the survey instruments and model developed by Americans for the Arts	N/A	N/A	Accomplish	Accomplish	Continue		
* Collaborate with the Cities of Miami Beach and Miami to share study expenses and produce municipal impact studies for these 2 cities	N/A	N/A	Accomplish	Accomplish	Continue		
➔ Work with local print media (especially The Miami Herald) to improve and increase coverage of the arts	N/A	N/A	Accomplish	Accomplish	Continue		

PROGRAM INFORMATION

Activity: Artistic License - Arts License Plate Revenues
Index Codes: **Project 127003** - CURLICENSE; CUEFLAPLATES

Department: Cultural Affairs
Fund: 125

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 N/A				0			
2 N/A				0			

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 N/A				0			
2 N/A				0			

PROGRAM INFORMATION

Activity: Culture Shock Miami (Discount Tickets for Students Program - f/k/a High 5 Miami)
Department: Cultural Affairs
Index Codes: / **Project 127004** - Old HIGH5 Codes in ABDS - new CULSHOCK ones have already been loaded into FAMIS
CURHIGH5; CURHIGH5MISC;CURHI5INTRST; CURKFHIGH5; CUEHIGH5
Fund: 125

A) ISSUES OF THIS PROGRAM

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	0	254	90	298	278
General Fund Revenue	0	0	0	0	0
TDT Revenues	200	200	200	200	200
Knight Foundation Grant	75	0	0	75	0
Interest		2	2	2	2
Misc. revenue (e.g., Ticketmaster, etc.)	1	3	8	3	3
TOTAL REVENUE	**276**	**459**	**300**	**578**	**483**
EXPENDITURES BY MAJOR CATEGORY					
Salary	0	116	131	120	133
Fringe Benefits	0	28	36	31	37
Administrative Reimbursement	0	0	0	0	
Other Operating	22	17	133	149	130
Capital	0	0	0	0	0
TOTAL OPERATING EXPENDITURES	**22**	**161**	**300**	**300**	**300**
Debt Service	0	0	0	0	0
Reserves	0	0	0	0	183
Transfers	0	0	0	0	0
TOTAL EXPENDITURES	**22**	**161**	**300**	**300**	**483**
Cash Position					
REVENUES LESS EXPENDITURES	**254**	**298**	**0**	**278**	**0**
Revenue to the General Fund	0	0	0	0	0

PROGRAM INFORMATION

Activity: Culture Shock Miami (Discount Tickets for Students Program - f/k/a High 5 Miami)
Department: Cultural Affairs
Index Codes: / **Project 127004** - Old HIGH5 Codes in ABDS - new CULSHOCK ones have already been loaded into FAMIS
CURHIGH5; CURHIGH5MISC;CURHI5INTRST; CURKFHIGH5; CUEHIGH5
Fund: 125

C) POSITIONS FOR THIS DEPARTMENT

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	19	22	22	22	22
Net full-time positions funded =					
Budgeted Attrition Percent =					
Part-time FTEs =	1	1	1	1	1
Temp Agency FTEs =					

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Increase public participation in cultural activities * Implement the re-branded and expanded phase 2 of Culture Shock Miami (f/k/a High 5 Miami), which provides $5 tickets to cultural events for students in high school and college, ages 14-22	N/A	Sold 500 tickets through Culture Shock Miami's initial 3 month "soft launch"	Sell 750 tickets through Culture Shock Miami	Sell 1000 tickets through Culture Shock Miami	Sell 1000 tickets through Culture Shock Miami	RC3-1	

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 N/A				0			
2 N/A				0			

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 N/A				0			
2 N/A				0			

PROGRAM INFORMATION

Activity: South Miami-Dade Cultural Center
Department: Cultural Affairs
Index Codes: / **Project 127005** - CURCDTOPS; CURRENTALS; CURSMDCCINT; CURSPONSOR; CURTICKETREV; CUESMDCC
Fund: 125

A) ISSUES OF THIS PROGRAM

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	0	0	0	770	1,540
General Fund Revenue	0	0	0	0	0
CDT Revenues	0	770	0	770	770
TOTAL REVENUE	**0**	**770**	**0**	**1,540**	**2,310**
EXPENDITURES BY MAJOR CATEGORY					
Salary	0	0	0	0	0
Fringe Benefits	0	0	0	0	0
Administrative Reimbursement	0	0	0	0	0
Other Operating	0	0	0	0	0
Capital	0	0	0	0	0
TOTAL OPERATING EXPENDITURES	**0**	**0**	**0**	**0**	**0**
Debt Service	0	0	0	0	0
Reserves	0	770	0	1,540	2,310
Transfers	0	0	0	0	0
TOTAL EXPENDITURES	**0**	**770**	**0**	**1,540**	**2,310**
Cash Position					
REVENUES LESS EXPENDITURES	**0**	**0**	**0**	**0**	**0**
Revenue to the General Fund	0	0	0	0	0

C) POSITIONS FOR THIS DEPARTMENT

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	19	22	22	22	22
Net full-time positions funded =					
Budgeted Attrition Percent =					
Part-time FTEs =	1	1	1	1	1
Temp Agency FTEs =					

PROGRAM INFORMATION

Activity: South Miami-Dade Cultural Center
Index Codes: / **Project 127005** - CURCDTOPS; CURRENTALS; CURSMDCCINT; CURSPONSOR; CURTICKETREV; CUESMDCC

Department: Cultural Affairs
Fund: 125

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
◆ Develop new cultural facilities *Performance Indicators:*							
➔ Complete the design, construction and operational planning and activation of the new South Miami-Dade Cultural Center by its scheduled opening in 2006	Accomplished	Accomplished	Accomplish	Accomplish	Continue	RC1-4	
* Enter into a construction contract and begin building the Center	Completed Design Development	Completed Construction Docs	Pending	Accomplish	Continue	RC1-4	

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 N/A				0			
2 N/A				0			
3 N/A				0			
4 N/A				0			

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 N/A				0			
2 N/A				0			
3 N/A				0			
4 N/A				0			
5 N/A				0			

PROGRAM INFORMATION

Activity: Regional, State and Federal Grants and Programs

Department: Cultural Affairs

Index Codes: / Project 725001 - South Florida Cultural Consortium; CU2050 & CU2051 - State Grants

Fund: 720

A) ISSUES OF THIS PROGRAM

None

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	27	52	0		0
General Fund Revenue	0	0	0	0	0
State Grant for MDC-DoCA - General Support	27	13	16	18	20
State Grant for South Florida Cultural Consortium (SFCC)	20	6	4	5	6
Tourist Tax Revenues for Miami-Dade Share of SFCC	80	90	90	90	90
Cash Match - Shares from SFCC Member Counties	110	83	110	110	110
NEA Grant for Golden Ticket Program				22	
SFCC - Interest Earnings					
TOTAL REVENUE	**264**	**244**	**220**	**245**	**226**
EXPENDITURES BY MAJOR CATEGORY					
DOCA - General Operations	27	13	13	18	20
SFCC - State Grant for Programs	20	6	7	5	6
SFCC - Regional Programs and Services	165	224	200	200	200
Golden Ticket Program				22	
Capital					
TOTAL OPERATING EXPENDITURES	**212**	**243**	**220**	**245**	**226**
Debt Service					
Reserves					
Transfers					
TOTAL EXPENDITURES	**212**	**243**	**220**	**245**	**226**
Cash Position					
REVENUES LESS EXPENDITURES	**52**	**1**	**0**	**0**	**0**
Revenue to the General Fund	0	0	0	0	0

PROGRAM INFORMATION

Activity: Regional, State and Federal Grants and Programs
Index Codes: / Project 725001 - South Florida Cultural Consortium; CU2050 & CU2051 - State Grants

Department: Cultural Affairs
Fund: 720

C) POSITIONS FOR THIS DEPARTMENT

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	19	22	22	22	22
Net full-time positions funded =					
Budgeted Attrition Percent =					
Part-time FTEs =	1	1	1	1	1
Temp Agency FTEs =					

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

(all dollars in thousands)

FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 N/A				0			

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 N/A				0			

DEPARTMENTAL ISSUES

Department: Cultural Affairs

- Department **administration/overhead** is projected at **15.4%** of operating budget; if the TDC grants pool and the Capital projects (before BBC/GOB) for which the Department is responsible are factored in, the administration-to-programs proportion drops to **2.5%**; with the Cultural Projects of BBC/GOB factored in, the proportion of administration-to-programs is **0.39%**

- **Need to strengthen cultural organizations' financial stability** - It is critical that the County's investment in its cultural non-profits keep pace with escalating costs of doing business and the overall growth in service demands from Miami-Dade audiences, and in light of the County's own considerable investment in upgrading and building new cultural facilities for these organizations and their audiences. It is essential that cultural organizations remain strong enough financially to survive and use these facilities, arts centers and museums, as they are completed.

  The funding goals are reviewed annually, grants program by grants program, by the Cultural Affairs Council, and are recalibrated to account for the real growth in the cultural industry. The benchmarks for each tier of the established funding goals for the County's investment in cultural non-profits are deliberate, distinct and policy driven, based on updated analyses of the budgets of each segment of the cultural community and on ongoing assessment of the levels of County investment that are meaningful and effective for developing fiscal stability and programmatic excellence.

  The overall investment goals and the revenue growth required to meet these goals have been set by the Cultural Affairs Council, presented to and supported by the BCC, as well as endorsed in business community action plans like the 2002 Economic Summit.

e.g.:	FY05 Goal	FY05 Actual	% toward goal achieved (to date)
Major Institutions	$8,015,000	$4,570,000	57.02%
Large Organizations & Festivals	$4,091,000	$2,449,000	59.86%
Medium-sized groups	$975,000	$375,000	38.46%
Small, emerging groups	$450,000	$340,000	75.56%
Neighborhood projects	$812,000	$656,000	80.79%
Individual artists	$350,000	$75,000	21.43%
Arts Education programs	$750,000	$188,000	25.07%

  In addition, key investments have been carried on the County's goals for five years or more, but cannot be provided at all at current resource levels, including a support program for *Cultural Facilities Operating and Programming* needs, *Arts and Social Change Collaborations*, etc. These become even more essential as:

  a) the community (public and private) continues to invest significantly in facilities development, and in order to provide the best possible conditions for success of cultural facilities, reliable funding support for their operations, activation and programming is key; and

  b) support for innovative, collaborative projects that use the arts as a tool to affect social change (e.g., services to underserved or inner city communities, special populations, youth-at-risk, social/substance abuse intervention, etc.) is an ever-increasing need expressed throughout our public meetings, workshops and consultations with the elected and civic leadership, cultural practitioners and constituents, educators, family advocates, etc.

  County funding has also played a crucial role in buffering against the devastating impact of State funding cuts to non-profit cultural groups over the past two seasons. In FY2002-2003, State support to cultural organizations was slashed 78%, causing unanticipated and nearly insurmountable revenue shortfalls for fragile cultural groups. Miami-Dade based non-profits have been especially hard hit, as more than 100 of our local arts groups compete successfully annually for approximately 25% of the State's awarded grants support. The Governor's recommendation for FY2005-06 is to restore the State arts programming grants to their FY2002-2003 levels.

  The Department and the Cultural Affairs Council are actively engaged in local and statewide advocacy efforts to secure the full restoration of programming grant funds, and the full funding of pending cultural facilities grants at the State level, which would result in more than $5.6 million allocated to Miami-Dade cultural building projects in 2005.

- Need to convert a senior support/clerical position to a professional level position (initial thinking - to convert a Department Head Secretary position to an AO2)

DEPARTMENTAL ISSUES

Department: Cultural Affairs

⇨ **South Miami-Dade Cultural Center** - Construction bids for this Arquitectonia designed, 966-seat state-of-the-art multi-purpose theater complex adjacent to the South Dade Government Center were received in early February, 2005. Negotiations necessary to award the construction contract are commencing. The entire capital project includes $10 million in Building Better Communities bond funds. ***Availability and sequencing*** of the budgeted bond funds is essential to finalizing the construction contract and maintaining the schedule which requires that the buildings be completed and open for the 2006-2007 season.

As developer and future operator of the Center, the Department is simultaneously planning strategically for the operating requirements of the center, including the phasing in of staff, pre-opening ramp-up requirements and the successful operation of the facility once fully activated.

⇨ **Neighborhood Cultural Facilities Plan** - Between the South Miami-Dade Cultural Center project and the Neighborhood Cultural Facilities Plan, the Department is managing more than $80 million in County capital grants currently being invested in cultural facilities throughout the County. With the opening of the Performing Arts Center scheduled for the 2006 season, the capital projects program is designed to create a network of new and upgraded neighborhood facilities that will thrive and complement Miami's major new venue.

These new and updated facilities are serving as homes to cultural groups and artists to develop their work while providing audiences convenient and affordable opportunities to experience and engage in "live" arts in an easily accessible neighborhood setting. Of the 18 Neighborhood Cultural Facilities projects (listed below, indicating the County's portion of the investment in their upgrades in '000s), 12 are completed as of FY2005, and 6 are in the planning stages.

Projects Completed as FY2005:		***Currently in Planning:***	
Actors' Playhouse/Miracle Theater	$240,000	Civil Rights Museums / Virginia Key Beach Trust	$5,000,000
African Heritage Cultural Arts Center	$1,065,000	Coconut Grove Playhouse	$5,000,000
Florida Memorial College Lou Rawls Performing Arts Center	$4,637,000	Joseph Caleb Auditorium	$485,000
Goodlet Auditorium	$787,000	Miami-Dade County Auditorium	$945,000
Gusman Center for the Performing Arts	$3,893,000	Milander Auditorium	$300,000
Hialeah High School Auditorium	$3,500,000	The Caribbean Marketplace	$355,000
Lyric Theater (Phase 1)	$630,000		
Lyric Theater (Phases 2)	$5,000,000		
Manuel Artime Performing Arts Center	$145,000		
Miami Children's Museum	$5,000,000		
Shores Performing Arts Center	$222,000		
The Colony Theater	$775,000		

⇨ **Building Better Communities Bond Program's Cultural Projects** components - The next era of cultural facilities development relies on timely and effective implementation of GOB projects. It is essential to establish a plan that advances the 19 cultural projects as they demonstrate readiness for each stage of development. Together with CICC and the County Manager's office, the Department is leading efforts to mesh the cash flow limitations of the GOB funding stream with the distinct scale of the cultural projects' building programs, the involvement and investment of the private sector, and the highly public nature of these projects vis-à-vis voter expectations.

RESOURCE ALLOCATION MEETING: FORM 4

NEW EFFICIENCIES

Department: Cultural Affairs

Description of Efficiency/Improvement	Related Outcome(s)	Implementation Date	FY 2004-05			FY 2005-06		
			Net Dollar Value	Net Positions	Performance Impact	Net Dollar Value	Net Positions	Performance Impact
Acquire, install and implement new e-grants management system	Quality customer service	Aug 2005	20,000	N/A	Make the Department's programs and services faster and easier to access; assist Cultural Affairs Projects Administrators with automated grants tracking, interaction with constituents and documentation; collaborate with the City of Miami Beach as a partner in streamlining and unifying grants making tools. As a management strategy, upgrading the technology and sophistication of our systems is used to increase the capacity of existing staff, avoid creating and hiring new staff positions, and optimize time usage of existing staff to be less on data entry and redundancies, and more on program improvements and development, and customer service.	80,000	N/A	Make the Department's programs and services faster and easier to access; assist Cultural Affairs Projects Administrators with automated grants tracking, interaction with constituents and documentation; collaborate with the City of Miami Beach as a partner in streamlining and unifying grants making tools. As a management strategy, upgrading the technology and sophistication of our systems is used to increase the capacity of existing staff, avoid creating and hiring new staff positions, and optimize time usage of existing staff to be less on data entry and redundancies, and more on program improvements and development, and customer service.
			20,000			80,000		

RESOURCE ALLOCATION MEETING: FORM 5

OPERATING UNMET OR DEFERRED NEEDS

Department: Cultural Affairs

Priority	Description of Need	Related Outcome(s)	Performance Impact (If the Need is funded)	Estimated Funding Required		Positions	Related Enhancement (if applicable)
1	Attain funding levels for non-profit cultural organizations that are proportionately calibrated to their overall operations and for individual artists' support initiatives that sustain and retain the creative assets of our county; this would enable effective planning, and a reliable environment and comprehensive strategy for growth	More cultural, recreational and library programs and services available to address varied community interests; Reduction in unmet needs	More significant grant investments, improving our quality of life; More cultural programs funded and greater audiences served	Initial:		TBD	
				Recurring:	7,300,000		
2	Improve existing and establish new cultural facilities in neighborhoods throughout Miami-Dade County and, in tandem with the completion of the capital work, program and activate the facilities to their optimal service	Recreational, cultural and library facilities located where needed throughout the County; Coordination of existing cultural, recreational and library programs and services and comprehensive development of new experiences and opportunities; Reduction in unmet needs	Up-to-date and technically capable cultural facilities located in neighborhoods throughout Miami-Dade County, improving access to excellent and a broad variety of cultural experiences that are affordable; Adequate levels of operating, programming and marketing support to the improved and expanded network of cultural facilities countywide	Initial:		TBD	
				Recurring:	3,400,000		
3	Increase public participation in cultural activities; attract audiences of all backgrounds and means to become event-goers	Expanded awareness of and access to cultural, recreational and library programs and services; Increased availability of and participation in life-long learning programs for artists, program developers and the public	Increased opportunities for children and young adults to experience live arts activities, which is a key and demonstrated advantage as part of their complete education; improved ability for artists to build future audiences; greater attendance habits evidenced by teens and young adults in tandem, with their educational development; improved access and attendance opportunities for senior citizens	Initial:		TBD	
				Recurring:	1,200,000		
4	Allocate appropriate operational subsidies for county-owned cultural facilities (anticipates support required for expanded and replacement facilities)	Recreational, cultural and library facilities located where needed throughout the County; Coordination of existing cultural, recreational and library programs and services and comprehensive development of new experiences and opportunities; Reduction in unmet needs	Rebuild operational support to County cultural facililities and their non-profit operators to achieve optimum programming and service delivery	Initial:		TBD	
				Recurring:	10,000,000		
			Totals	Initial:			
				Recurring:	21,900,000		

RESOURCE ALLOCATION MEETING: FORM 6

PERSONNEL RECONCILIATION

full-time positions only

Department: Cultural Affairs

Event	Changes	Date	Count +/-
FY 2004-05 Final Adopted Budget		October 1, 2004	**22**
Overages, Reclasses, Changes, etc.			
	Reclass 1 Department Head Secretary position to an AO2		
FY 2005-06 Budget Submission			**22**
Enhancements, Reductions, Budget Changes, etc.			
FY 2005-06 Proposed Budget			**22**

RESOURCE ALLOCATION MEETING: FORM 7

GRANT FUNDING SUMMARY

from County and Non-County Sources

Department: Cultural Affairs

Funding Source	Name of Grant	Description of the Grant (including allowable uses and restrictions)	Start Date	End Date	FY 2004-05 Budget	FY 2004-05 Required Match	FY 2005-06 Proposed	FY 2005-06 Required Match
State of Florida Department of State Division of Cultural Affairs	Local Arts Agency Program	Miami-Dade County Department of Cultural Affairs: General Program Support	7/1/2005	6/30/2006	18,334	18,334	20,000	20,000
State of Florida Department of State Division of Cultural Affairs	Cultural Support Grants Program / Discipline Service Organization category	Miami-Dade County Department of Cultural Affairs, as fiscal agent and administrative agent for the South Florida Cultural Consortium: General Program Support	7/1/2005	6/30/2006	4,848	4,848	6,000	6,000

FORWARD A COPY TO:
Dan Wall, OSBM - (305) 375-5143
Jose Fernandez, Finance Department - (305) 375-5080

RESOURCE ALLOCATION MEETING: FORM 9

PAYMENTS TO AND FROM OTHER DEPARTMENTS

Department: Cultural Affairs

(all dollars in thousands)

PAYMENTS TO BE MADE TO OTHER DEPARTMENTS

Department (to)	Reason and Source	Confirmed?	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Budget
		Total Transfers to other Departments	0	0	0

PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS

Department (from)	Reason and Source	Confirmed?	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Budget
Art in Public Places	Reimbursement for shared employee (receptionist/OSS3/0022)	Y	8	8	8
Existing Facilities Capital Projects	Fee for managing Existing Facilities Projects	Y	90	90	50
South Miami-Dade Cultural Center Capital Project	Project Management	Y	331	286	321
		Total Transfers from other Departments	429	384	379

may include capital funds as well

RESOURCE ALLOCATION MEETING: FORM 10

SELECTED LINE ITEM HIGHLIGHTS

Department: Cultural Affairs

(all dollars in thousands)

Line Item Highlight	Subobject(s)	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2005-06 Base Submission
Rent		106	145	145	145

RESOURCE ALLOCATION MEETING: FORM 11

TECHNOLOGY PROGRAMS AND INITIATIVES

at Base Budget Submission Level

Department: Cultural Affairs

(all dollars in thousands)

	Technology Program or Initiative	Software Costs	Hardware Costs	County Personnel Cost	Consultant Personnel Cost	Other Operating /Capital Costs	Total Budget	Number of FTE's
FY 2005-06	E-Grants software & service	80					80	
Total Project Cost	Estimated at $100,000 (exact TBD)							
FY 2005-06								
Total Project Cost								
FY 2005-06								
Total Project Cost								
FY 2005-06								
Total Project Cost								
FY 2005-06								
Total Project Cost								
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FY 2005-06								
Total Project Cost								
FY 2005-06								
Total Project Cost								
FY 2005-06								
Total Project Cost								

Agenda Item No. 4

Historical Association of South Florida
Historical Museum

RESOURCE ALLOCATION MEETING: FORM 1

GENERAL DEPARTMENTAL SUMMARY

Department: Historical Association of Southern Florida

Fund:

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	0	0	0	0	0
General Fund/CDT Revenue	1,219	1,219	1,219	1,219	1,219
Other Revenues **(HASF Generated Operating Revenue)**	1,439	1,303	1,391	1,325	1,389
Other Revenues **(Net transfer from Endowment)**	188	246	260	260	260
TOTAL REVENUE	**2,846**	**2,768**	**2,870**	**2,804**	**2,868**
EXPENDITURES BY MAJOR CATEGORY					
Salary **(HASF employees - not MDC)**	1,208	1,142	1,164	1,130	1,115
Fringe Benefits **(HASF employees - not MDC)**	241	256	254	254	259
Administrative Reimbursement					
Other Operating **(Professional Services - retainers)**					
Other Operating (add more rows as necessary)	1,247	1,361	1,452	1,400	1,494
Capital					
TOTAL OPERATING EXPENDITURES	**2,696**	**2,759**	**2,870**	**2,784**	**2,868**
Debt Service					
Reserves in Trust Fund	150	9		20	0
Transfers					
TOTAL EXPENDITURES	**2,846**	**2,768**	**2,870**	**2,804**	**2,868**
Cash Position					
REVENUES LESS EXPENDITURES	0	0	0	0	0
Revenue to the General Fund					

B) POSITIONS

All HASF employees - not MDC	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	21	21	21	21	21
Net full-time positions funded =					
Budgeted Attrition Percent =					
Part-time FTEs =	8	8	8	10	10
Temp Agency FTEs =					

* If department administers other reserve funds, please provide detailed documentation

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Historical Association of Southern Florida- Operations
Index Codes: HAOP

Department: Historical Association of Southern Florida
Fund:

A) ISSUES OF THIS PROGRAM

Increase operating revenue through contributed income, earned revenue and new grant sources
Begin organization of capital campaign to raise $15 million for Museum Park

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	0	0	0	0	0
General Fund Revenue	1,219	1,219	1,219	1,219	1,219
Other Revenues **(HASF Generated Operating Revenue)**	1,439	1,303	1,391	1,325	1,389
Other Revenues **(Net transfer from Endowment)**	188	246	260	260	260
TOTAL REVENUE	**2,846**	**2,768**	**2,870**	**2,804**	**2,868**
EXPENDITURES BY MAJOR CATEGORY					
Salary **(HASF employees - not MDC)**	1,208	1,142	1,164	1,130	1,115
Fringe Benefits **(HASF employees - not MDC)**	241	256	254	254	259
Administrative Reimbursement					
Other Operating **(Professional Services - retainers)**					
Other Operating (add more rows as necessary)	1,247	1,361	1,452	1,400	1,494
Capital					
TOTAL OPERATING EXPENDITURES	**2,696**	**2,759**	**2,870**	**2,784**	**2,868**
Debt Service					
Reserves in Trust Fund	150	9		20	0
Transfers					
TOTAL EXPENDITURES	**2,846**	**2,768**	**2,870**	**2,804**	**2,868**
Cash Position					
REVENUES LESS EXPENDITURES	0	0	0	0	0
Revenue to the General Fund	0	0	0	0	0

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Historical Association of Southern Florida- Operations
Index Codes: HAOP
Department: Historical Association of Southern Florida
Fund:

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	21	21	21	21	21
Net full-time positions funded =					
Budgeted Attrition Percent =					
Part-time FTEs =	8	8	8	10	10
Temp Agency FTEs =					

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Summer Camp attendance	346	340	370	370	390		
Web site hits	5,164,264	4,373,125	4,800,000	4,800,000	5,050,959		
Overall museum attendance	68,232	61,787	68,000	69,000	71,000		

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 Description of Enhancement Including Performance Impact				0			
2 Description of Enhancement Including Performance Impact				0			

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 Description of Reduction Including Performance Impact				0			
2 Description of Reduction Including Performance Impact				0			

DEPARTMENTAL ISSUES

Department: Historical Association of Southern Florida

Revenue

Review and expand **donor base**
Review and enhance **earned revenue** sources to attract new audiences (ex. Harvest Festival)
Seek **new grant opportunities** - pertaining to Education Department
Seek **new grant opportunities** - pertaining to Digitization
Future potential partnership with Library

Expenditures

Joint proposal of the Library, HASF & MAM re: **Cultural Plaza Marketing enhancements**
See attached separate budget

Museum Park

Do not anticipate any additions to current operating expenditure for 05-06 in relations to Museum Park
Initial organization of project to be done by in-house staff.

Exhibitions and related programming

Fiscal 04-05

Florida Home Modern Living: 1945-1965 and ***Visions of the Caribbean***
Free Thursday evening programming (lectures/panel discussions/movie viewings)
Free Saturday morning family programming

Fiscal 05-06

South Florida Frontier and ***Peoples of the Caribbean*** (in conjunction w/ Univ of Florida)
Continuation of **free** Thursday evening and Saturday morning programming

Education

Working on **partnership with MDCPS and Booker T Washington High School**
Upward Bound program to mentor and expose students, beginning in 9th grade, about S Fla history.

Recipient of **Museum Magnet Program** grant from MDCPS. Partnering with Southside Elementary, Shenandoah Middle, Lowe Art Museum, Miami Children's Museum and Miami Art Museum over the next 3 years to create program/curriculum for a Museum Magnet Program in Miami.

RESOURCE ALLOCATION MEETING: FORM 7

GRANT FUNDING SUMMARY

from County and Non-County Sources

Department: Historical Association of Southern Florida

Funding Source	Name of Grant	Description of the Grant (including allowable uses and restrictions)	Start Date	End Date	FY 2004-05 Budget	FY 2004-05 Required Match	FY 2005-06 Proposed	FY 2005-06 Required Match
MDC- Dept of Cultural Affairs	Major Cultural Institutions	General Operating Grant	10/1/2004	9/30/2005	189,109	0	189,109	0
State of Florida - Div of Cult Aff	Cultural Institutions Program	General Operating Grant	7/1/2004	6/30/2005	56,600	0	56,600	0
State of Florida - Div of His Res	Museum Grant in Aid	General Operating Grant	8/1/2004	6/30/2005	32,543	0	32,543	0
State of Florida - Div of His Res	Museum Grant in Aid	South Fla Frontier exhibition	8/1/2004	6/30/2005	35,000	35,000	35,000	35,000

FORWARD A COPY TO:

Dan Wall, OSBM - (305) 375-5143

Jose Fernandez, Finance Department - (305) 375-5080

Library

RESOURCE ALLOCATION MEETING: FORM 1

GENERAL DEPARTMENTAL SUMMARY

Department: Library
Fund: Fund 090

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover (Operating)	2,054	13,347	2,724	1,400	688
Carryover (Capital)	7,257	3,883	16,627	14,590	7,594
Carryover (law Library)	463	197	596	686	-
Ad Valorem	48,148	53,920	61,260	60,937	69,470
State Aid & Grants	2,937	2,553	2,000	2,668	2,000
Library Fines and Fees	856	949	750	950	909
Wolfson contribution	114	157	100	100	100
MB Reimbursement	0	2,000	0	0	0
Interest Earnings	401	342	500	307	300
Miscellaneous Revenue	1,136	955	475	75	75
Law Library Revenue	1,973	2,323	1,571	890	466
Total Revenue	65,339	80,626	86,603	82,603	81,602
EXPENDITURES BY MAJOR CATEGORY					
Salary	20,578	22,961	25,192	24,713	26,402
Fringe Benefits	5,022	6,275	7,116	6,666	8,065
Books and Materials	5,474	6,246	7,555	7,555	6,750
Administrative Reimbursement	1,535	1,757	1,994	1,994	1,668
Other Operating (Subfund 091)	7,877	8,622	8,099	7,375	9,213
Payment of County Rent to GSA	1,432	1,432	1,432	1,432	1,732
Capital Operating/ FF&Es (subfund 091)	1,918	1,920	1,571	2,598	2,363
Operating for new facilities (subfund 095)	372	1,528	1,653	1,553	1,802
SMART Program (Subfund 095)	375	560	600	600	698
Capital Renovations (subfund 095)	2,329	2,649	2,500	2,500	2,500
TOTAL OPERATING EXPENDITURES	**46,912**	**53,950**	**57,712**	**56,986**	**61,193**
Debt Service					
Reserves					688
Capital - New Facilities (310 sub fund 311)	1,000	10,000	12,500	10,000	10,000
Capital Plan Reserves (Future Libraries)		0	16,391	7,486	10,895
TOTAL EXPENDITURES	**47,912**	**63,950**	**86,603**	**74,472**	**82,776**
Cash Position					
REVENUES LESS EXPENDITURES	17,427	16,676	0	8,131	-1,174*
Revenue to the General Fund					

* The Law Library budget remains unbalanced, the Department is seeking operational and financial alternatives to reduce the negative effect on the delivery of service.

RESOURCE ALLOCATION MEETING: FORM 1

GENERAL DEPARTMENTAL SUMMARY

Department: Library
Fund: Fund 090

B) POSITIONS

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	511	509	542	542	545
Net full-time positions funded =	473	484	516	516	518
Budgeted Attrition Percent =	7.50%	5.00%	5.00%	5.00%	5.00%
Part-time FTEs =	95	97	105	105	111
Temp Agency FTEs =					

FY 04-05,)5-06 includes 14 Law Library w/ 0% Attrition

* If department administers other reserve funds, please provide detailed documentation

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Law Library
Index Codes: Various
Department: Library
Fund: SO- 100- Subfund 102- Projects 102001 + 02

A) ISSUES OF THIS PROGRAM

The Law Library budget remains unbalanced the Department is seeking operational and financial alternatives to reduce the negative effect on the delivery of service.

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	463	197	596	686	0
General Fund Revenue	0	0	0	0	0
Occupational License	74	86	82	86	88
Circuit Court Civil Law (Filing Fees)	1,756	1,417	0	0	0
Article 5 Traffic Revenue	0	33	925	240	240
Law Library Interest	6	6	12	8	8
Other (Tallahassee, Copicard, Service Fees)	137	781	552	556	130
TOTAL REVENUE	**2,436**	**2,520**	**2,167**	**1,576**	**466**
EXPENDITURES BY MAJOR CATEGORY					
Salary	798	816	813	858	757
Fringe Benefits	180	208	216	256	227
Administrative Reimbursement	0	0	0	0	0
Other Operating	1,261	810	1,138	594	635
Capital				19	21
TOTAL OPERATING EXPENDITURES	**2,239**	**1,834**	**2,167**	**1,727**	**1,640**
Debt Service					
Reserves					
Transfers					
TOTAL EXPENDITURES	**2,239**	**1,834**	**2,167**	**1,727**	**1,640**
Cash Position					
REVENUES LESS EXPENDITURES	**197**	**686**	**0**	**-151**	**-1,174**
Revenue to the General Fund					

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Law Library
Index Codes: Various
Department: Library
Fund: SO- 100- Subfund 102- Projects 102001 + 02

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	18	18	14	14	10
Net full-time positions funded =					
Budgeted Attrition Percent =					
Part-time FTEs =					
Temp Agency FTEs =					

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Performance Measure and Description							
Performance Measure and Description (add more rows as necessary)							

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 Description of Enhancement Including Performance Impact				0			
4 Description of Enhancement Including Performance Impact				0			

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 Description of Reduction Including Performance Impact				0			
5 Description of Reduction Including Performance Impact				0			

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: New Facilities, Capital Renovations and Repairs
Index Codes:

Department: Miami-Dade Public Library
Fund: fund 090 sub fund 095

A) ISSUES OF THIS PROGRAM

	Cost	Position
West Dade Fire Alarm Replacement (assuming within 3 months)	180	0
ADA Compliance of Existing Facilities-12	6,000	0
Accelerate Renovations of Existing Facilities	2,500	0

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover (Capital)	7,257	3,883	16,627	14,590	7,594
Ad Valorem transfer in from 091 (value of .135 net operating expenses 02-03)		9,799			
Ad Valorem transfer in from 091(value of .135 net of operating expenses)		12,902	14,764	16,927	19,297
Miami Beach Reimbursement	0	2,000			
Other Revenues (add more rows as necessary)					
TOTAL REVENUE	**7,257**	**28,584**	**31,391**	**31,517**	**26,891**
EXPENDITURES BY MAJOR CATEGORY					
Salary	0	0	0	0	0
Fringe Benefits	0	0	0	0	0
Administrative Reimbursement	0	0	0	0	0
Start up Costs New Facilities	1,045	1,345	0	996	996
Capital Renovations (Subfund 095)	2,329	2,649	2,500	2,500	2,500
TOTAL OPERATING EXPENDITURES	**3,374**	**3,994**	**2,500**	**3,496**	**3,496**
Debt Service					
Transfer to fund 091 for new library operations				2,941	2,500
Capital- New Facilities (310 sub fund 311)		10,000	12,500	10,000	10,000
Capital Plan Reserves (Future Libraries)			16,391	7,486	10,895
TOTAL EXPENDITURES	**3,374**	**13,994**	**31,391**	**23,923**	**26,891**
Cash Position					
REVENUES LESS EXPENDITURES	**3,883**	**14,590**	**0**	**7,594**	**0**
Revenue to the General Fund					

PROGRAM INFORMATION

Activity: New Facilities, Capital Renovations and Repairs
Index Codes:

Department: Miami-Dade Public Library
Fund: fund 090 sub fund 095

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	0	0	0	0	0
Net full-time positions funded =	0	0	0	0	0
Budgeted Attrition Percent =	0	0	0	0	0
Part-time FTEs =	0	0	0	0	0
Temp Agency FTEs =	0	0	0	0	0

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Percentage of renovation projects completed on time:							
WEST FLAGLER: Rehabilitation			100%	100%		RC 1-1	
CORAL GABLES : Complete parking lot resurfacing and fountain restoration			100%	100%		RC 1-1	
NORTHEAST Rehabilitation						RC 1-1	
Complete design permitting for interior/exterior			100%	100%		RC 1-1	
Auditorium/pathway; ADA compliance; computer area; Main entrance; lobby;bldg. façade					60%	RC 1-1	
SOUTH MIAMI: Upgrade automatic doors/storefront and repair pavement entrance					100%	RC 1-1	
SHENANDOAH: Rehabilitation							
Interior/exterior design phase			100%	100%		RC 1-1	
Dry run permitting					100%		
Construction Phase					60%		
WEST DADE: Parking lot resurfacing				100%		RC 1-1	
HVAC REPLACEMENTS						RC 1-1	
Key Biscayne			100%	100%		RC 1-1	
West Kendall			100%	100%			
North Central			100%	100%		RC 1-1	
Continue to open new facilities according to existing Capital expansion plan	34	38	42	42	43	RC 1-1	

PROGRAM INFORMATION

Activity: New Facilities, Capital Renovations and Repairs
Index Codes:

Department: Miami-Dade Public Library
Fund: fund 090 sub fund 095

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1	ADA Compliance at Existing Facilties-12			6,000	6,000		RC 1-1	
2	Accelerate Renovations of Existing Facilities			2,500	2,500		RC 1-1	
3	As approved in FY 01-02 Library Capital Plan: Golden Glades Library Start up costs			996	996	8		Public services includes operating costs for Golden Glades

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1	Description of Reduction Including Performance Impact				0			

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Library Outreach Programming and Special Services
Index Codes:

Department: Miami-Dade Public Library
Fund: fund 090 sub fund 091

A) ISSUES OF THIS PROGRAM: OUTREACH SERVICES

Continuation and expansion of Mobile Library (2 new bookmobiles and staff)
Expansion of the Jump Start Program
Continued growth and expansion of S.M.A.R.T. based on additional new libraries
Growth and expansion of Books-By-Mail Services (salary and material)

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	0	0			
Ad Valorem	1,637	2,091	1,667	1,708	1,815
Transfer in (095 -SMART)			600	600	698
Other Revenues (add more rows as necessary)					
TOTAL REVENUE	**1,637**	**2,091**	**2,267**	**2,308**	**2,513**
EXPENDITURES BY MAJOR CATEGORY					
Salary	1,022	1,183	1,245	1,280	1,343
Fringe Benefits	223	316	332	340	384
Administrative Reimbursement					
Other Operating	17	32	90	88	88
SMART Program (subfund 095)	375	560	600	600	698
TOTAL OPERATING EXPENDITURES	**1,637**	**2,091**	**2,267**	**2,308**	**2,513**
Debt Service					
Reserves					
Transfers					
TOTAL EXPENDITURES	**1,637**	**2,091**	**2,267**	**2,308**	**2,513**
Cash Position					
REVENUES LESS EXPENDITURES	0	0	0	0	0
Revenue to the General Fund					

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Library Outreach Programming and Special Services
Index Codes:
Department: Miami-Dade Public Library
Fund: fund 090 sub fund 091

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	24	24	24	24	24
Net full-time positions funded =	22	23	23	23	23
Budgeted Attrition Percent =	7.50%	5.00%	5.00%	5.00%	5.00%
Part-time FTEs =	6	6	6	6	6
Temp Agency FTEs =					

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

		FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1	Maintain or surpass 96% satisfaction level regarding programming	97%	96%	96%	96%	96%	RC 1-3	
2	Achieve 90% satisfaction level regarding each program category based on evaluation of each program	N/A	N/A	90%	90%	90%		
3	Number of Students served by SMART		24,958	27,000	27,000	29,000		

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1	Expansion of the Bookmobile Service to bring Library Services to	0		734	734	6	RC 1-3	
2	Expansion of Jump Start Program because of increased number of childcare facilities with high demand for literacy materials geared to children ages 6 months-5 years.	0		90	90	3	RC 1-3	

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1	Description of Reduction Including Performance Impact				0			
2	Description of Reduction Including Performance Impact				0			

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Library Public Services
Index Codes:

Department: Miami-Dade Public Library
Fund: fund 090 sub fund 091

A) ISSUES OF THIS PROGRAM

	Cost	Position
Staffing--existing facilities are staffed at minimum levels--need to increase 1 position per library=40positions in order to improve customer service	2,007	40
Automation-- Begin implementation of self-check out machines at new and renovated libraries	500	0
Begin implementing wireless laptop program (matching funds for State of Florida grant funding)	250	
Training-- the need for public and staff training exceeds funding		
Collections--need to maintain and enhance the quality of the collections		

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	2,054	13,347	2,724	1,400	688
Ad Valorem	41,771	32,753	33,178	33,301	38,870
State Aid & Grants	2,937	2,553	2,000	2,668	2,000
Miscellaneous	1,136	955	475	75	75
Transfer in (from Subfund 095)			1,653	2,341	1,802
Library Fines and Fees	856	949	750	950	909
Interest Earnings	401	342	500	307	300
TOTAL REVENUE	**49,155**	**50,899**	**41,280**	**41,042**	**44,644**
EXPENDITURES BY MAJOR CATEGORY					
Salary	15,893	17,503	19,517	19,076	20,541
Fringe Benefits	4,010	5,014	5,648	5,219	6,414
Books and Materials	5,474	6,246	7,555	7,555	6,750
Administrative Reimbursement	1,535	1,757	0	0	0
New Library Operations (subfund 095)	372	1,528	1,653	1,553	1,802
Other Operating (subfund 091)	5,219	5,874	4,149	4,181	5,641
Payment of County Rent to GSA	1,432	1,432	1,432	1,432	1,732
Capital (operating)	873	346	1,326	1,338	1,076
TOTAL OPERATING EXPENDITURES	**34,808**	**39,700**	**41,280**	**40,354**	**43,956**
Debt Service					
Reserves					688
Transfers out to fund 310 subfund 311	1,000				
Transfers out to subfund 095		9,799			
TOTAL EXPENDITURES	**35,808**	**49,499**	**41,280**	**40,354**	**44,644**
Cash Position					
REVENUES LESS EXPENDITURES	**13,347**	**1,400**	**0**	**688**	**0**
Revenue to the General Fund					

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Library Public Services
Index Codes:

Department: Miami-Dade Public Library
Fund: fund 090 sub fund 091

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	420	427	427	446	446
Net full-time positions funded =	389	406	406	424	424
Budgeted Attrition Percent =	7.50%	5.00%	5.00%	5.00%	5.00%
Part-time FTEs =	80	100	110	110	110
Temp Agency FTEs =					

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1) Maintain 73 total hours per week of operation overall in the Library System and maintain 97% overall satisfaction rate on the annual exit survey	73 hrs. and 96%	73 hrs. and 97%	73 hrs. and 97%	73 hrs. and 97%	73 hrs. and 97%	More cultural, recreational and library programs and services	
2) Maintain or surpass 96% satisfaction level regarding reference/information on annual Patron Exit Survey	N/A	96%	96%	96%	96%		
3) Maintain or surpass 97% satisfaction level regarding collections on annual Patron Exit Survey	96%	97%	97%	97%	97%		
4) Maintain reshelf time for library materials	72 hrs.	72 hrs.	72 hrs.	72 hrs.	72 hrs.		
5) Increase number of PC's or laptops for patron usage.	Total network 661 PC's or laptops	Total network 800 PC's or laptops	Total network 1,100 PC's or laptops	Total network 1,100 PC's or laptops	Total network 1,300 PC's or laptops		
6) Limit PC downtime	120 hrs	120 hrs	120 hrs	120 hrs	120 hrs		

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Library Public Services
Index Codes:

Department: Miami-Dade Public Library
Fund: fund 090 sub fund 091

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1	As approved in FY 01-02 Library Capital Plan: Golden Glades Library Start up costs				1,144	8		Const. Capt includes start-up costs
2	Expand hours of library services availability by increasing staff (Reduce numbers of branches closed on Fridays)- Staffing--existing facilities are staffed at minimum levels--need to increase 1 position per library=40positions in order to improve customer service				2,007	40	RC 1-3	
3	Implement self-check machines to reduce wait time for materials checkout (from 15 minutes to 10 minutes)				3,528	0		196 units at 18,000 per unit
4	Improve Public IT services by adding staff resources to Maintain and service PCs			220	220	3		

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1	Description of Reduction Including Performance Impact				0			
2	Description of Reduction Including Performance Impact				0			

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Administration and Support- Includes Finance, Procurement and Budget Development

Department: Miami-Dade Public Library

Index Codes:

Fund: fund 090 sub fund 091

A) ISSUES OF THIS PROGRAM

	Cost	Position
Enhance Security	843	1
Enhance Preventive Maintenance and Repairs of Existing Facilities	119	3
Additional staff to improve Public It services, provide wireless services	220	3

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	0	0	0	0	0
Ad Valorem	4,740	6,174	9,398	9,001	9,488
Wolfson Contribution	114	157	100	100	100
TOTAL REVENUE	**4,854**	**6,331**	**9,498**	**9,101**	**9,588**
EXPENDITURES BY MAJOR CATEGORY					
Salary	2,865	3,459	3,617	3,499	3,761
Fringe Benefits	609	737	920	851	1,040
Administrative Reimbursement	0	0	1,994	1,994	1,668
Other Operating	1,380	1,906	2,722	2,512	2,849
Capital (operating)		229	245	245	270
TOTAL OPERATING EXPENDITURES	**4,854**	**6,331**	**9,498**	**9,101**	**9,588**
Debt Service					
Reserves					
Transfers					
TOTAL EXPENDITURES	**4,854**	**6,331**	**9,498**	**9,101**	**9,588**
Cash Position					
REVENUES LESS EXPENDITURES	0	0	0	0	0
Revenue to the General Fund					

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Administration and Support- Includes Finance, Procurement and Budget Development
Index Codes:

Department: Miami-Dade Public Library
Fund: fund 090 sub fund 091

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	58	58	58	60	60
Net full-time positions funded =	54	55	55	57	57
Budgeted Attrition Percent =	7.50%	5.00%	5.00%	5.00%	5.00%
Part-time FTEs =	80	80	80	80	80
Temp Agency FTEs =					

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

		FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1	Increase number of contract guard hours by 5% per year until goal	704 hrs	724 hrs	762 hrs	762 hrs	832 hrs	Expanded Awareness of Library	
2	Decrease number of security incidents	217	173	165	165	132		
3	Increase percentage of staff time spent on preventative maintenance	N/A	N/A	N/A	40%	100%		Dependent on proposed enhancement section E #2

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1	Increase security at library facilities by developing and implementing a uniform approach to Library security on system wide basis and expanding number of contract guard hours			140	140	1	Reduction in unmet need	Security administrator plus equipment ($80,000) Additional guard hours ($60,000)
2	Enhance preventative maintenance by assigning dedicated staff to complete timely scheduled servicing of library facilities			119	119	3	Well maintained libraries	

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1	Description of Reduction Including Performance Impact				0			
2	Description of Reduction Including Performance Impact				0			

DEPARTMENTAL ISSUES

Department: Miami-Dade Public Library System

FY 04-05 Issues

The Law Library budget remains unbalanced, the Department is seeking operational and financial alternatives to reduce the negative effect on the delivery of service.

Highlights

Capital Plan New Services FY 04-05:

Mini-libraries:

- Concord (Opened Sept 04)
- Palm Springs North (Opened Nov 04)
- California Club (June 05)
- Sunset (Sept 05)

New construction:

- Golden Glades

Non Capital Plan

- Miami Beach Regional (Opened March 05))
- South Shore (Opened Jan 05)
- Sunny Isles (May 05)
- Fairlawn - new site (May 05)

	Cost	Position
Proposed Enhancements (Funded)		
Construct 7,500 S/F Facility (Golden Glades)	2,110	8
Proposed Enhancements (Unfunded)		
ADA Compliance of Existing Facilities-12	6,000	0
Expand hours of library services availability by increasing staff	2,007	40
Implement self-check machines to reduce wait time for materials checkout	3,528	0
Enhance Security	140	1
Accelerate Renovations of Existing Facilities	2,500	
Expansion of Bookmobile Service to Bring Library services to underserved areas (2 new bookmobiles)	734	6
Expansion of the Jump Start Program	90	3
Enhance Preventive Maintenance and Repairs of Existing Facilities	119	3
Additional staff to improve Public It services, provide wireless services	220	3

RESOURCE ALLOCATION MEETING: FORM 5

OPERATING UNMET OR DEFERRED NEEDS

Department: Miami-Dade Library Public System

Priority	Description of Need	Related Outcome(s)	Performance Impact (If the Need is funded)	Estimated Funding Required		Positions	Related Enhancement (if applicable)
1	New Facilities Capital Renovation and Repairs	improve facilities		Initial:	6,000	0	
				Recurring:	0		
2	Continue and begin new construction of libraries.	improve facilities		Initial:	2,500	0	
				Recurring:	0		
3	Expansion of the Bookmobile Service to bring Library Services into areas far away from existing library facilities. (2 new bookmobiles)	Improvve customer service		Initial:	734	6	
				Recurring:	234		
4	Expansion of Jump Start Program because of increased number of childcare facilities with high demand for literacy materials geared to children ages 6 months-5 years.			Initial:	90	2	
				Recurring:	90		
5	Staffing Improved customer service			Initial:	2,007	40	
				Recurring:	2,007		
6	Self check machines			Initial:	100	0	
				Recurring:	0		
7	Enhance Security at Library Facilties			Initial:	140	1	
				Recurring:	140		
8	Additional staff to improve preventive maintenance of equipment.			Initial:	167	3	
				Recurring:	122		
9	Additional staff to improve Public It services, provide wireless services			Initial:	220	3	
				Recurring:	175		
			Totals	Initial:	11,958	55	
				Recurring:	2,768		

RESOURCE ALLOCATION MEETING: FORM 6

PERSONNEL RECONCILIATION

full-time positions only

Department: Miami-Dade Public Library System

Event	Changes	Date	Count +/-
FY 2004-05 Final Adopted Budget			**542**
Overages, Reclasses, Changes, etc.			
	3 - Overages		*+1*
	Asistant Director		*+1*
	Library Curator		*+1*
	Maintenance Mechanic		
	Sunset (4 FTEs)		*+4*
	Virrick (Construction pending)		*-4*
FY 2005-06 Budget Submission			**545**
Enhancements, Reductions, Budget Changes, etc.			
	3 - Overages		
	Asistant Director		*+1*
	Library Curator		*+1*
	Maintenance Mechanic		*+1*
	Golden Glades (8 FTEs)		*+8*
	Sunset (4 FTEs)		*+4*
	Virrick (Construction pending)		*-4*
FY 2005-06 Proposed Budget			**556**

RESOURCE ALLOCATION MEETING: FORM 7

GRANT FUNDING SUMMARY

from County and Non-County Sources

Department: Miami-Dade Public Library Department

Funding Source	Name of Grant	Description of the Grant (including allowable uses and restrictions)	Start Date	End Date	FY 2004-05 Budget	FY 2004-05 Required Match	FY 2005-06 Proposed	FY 2005-06 Required Match
State of Florida	State Aid to The Libraries	State Aid to The Libraries	10/1/2005	9/30/2006	2,000	0	2,000	0

RESOURCE ALLOCATION MEETING: FORM 9

PAYMENTS TO AND FROM OTHER DEPARTMENTS

Department: Miami-Dade Public Library System

(all dollars in thousands)

PAYMENTS TO BE MADE TO OTHER DEPARTMENTS

Department (to)	Reason and Source	Confirmed?	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Budget
General Fund	G & A Reimbursement		1,994	1,994	1,668
Communications Department	Communications		85	85	85
ESTD	GIS & metronet administrative charge (Network Fee)		492	492	603
GSA	Rental Main Library & Model City		1,432	1,432	1,732
GSA Fleet	Fleet Charges				
GSA Risk	General Liability Insurance/Property & Fire Insurance				
County Attorney's Office	Legal		50,000	50,000	50,000
		Total Transfers to other Departments	**54,003**	**54,003**	**54,088**

PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS

Department (from)	Reason and Source	Confirmed?	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Budget
		Total Transfers from other Departments	**0**	**0**	**0**

may include capital funds as well

RESOURCE ALLOCATION MEETING: FORM 10

SELECTED LINE ITEM HIGHLIGHTS

Department: Miami-Dade Public Library Systems

(all dollars in thousands)

Line Item Highlight	Subobject(s)	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2005-06 Base Submission
Administrative Reimbursement	26240	1,535	1,466	1,994	1,994
Contract Employee	21510	8	12	10	10
Rent		2,126	3,011	2,901	3,095
Travel	31210	57	64	50	50
Transfers & Reimbursement					
Communications for MDTV Promotional Spots Program		85	85	85	85
County Attorney for Legal Costs		50	50	50	50
Security	22310	462	630	745	714

RESOURCE ALLOCATION MEETING: FORM 11

TECHNOLOGY PROGRAMS AND INITIATIVES

at Base Budget Submission Level

Department: Miami-Dade Public Library System

(all dollars in thousands)

Technology Program or Initiative		Software Costs	Hardware Costs	County Personnel Cost	Consultant Personnel Cost	Other Operating /Capital Costs	Total Budget	Number of FTE's
Not Applicable								
FY 2005-06	Software Licenses	461					461	
Total Project Cost								
FY 2005-06	Hardware & peripheral Equipment		342				342	
Total Project Cost								
FY 2005-06	Existing Maintenance Contracts	150					150	
Total Project Cost								
FY 2005-06	Computer Lease	1,043					1,043	
Total Project Cost								
FY 2005-06	Telecommunication Charges	404					404	
Total Project Cost								
FY 2005-06								
Total Project Cost								
FY 2005-06								
Total Project Cost								
FY 2005-06								
Total Project Cost								
FY 2005-06								
Total Project Cost								
FY 2005-06								
Total Project Cost								

Miami Art Museum

RESOURCE ALLOCATION MEETING: FORM 1

GENERAL DEPARTMENTAL SUMMARY

Department: Miami Art Museum
Fund:

(all dollars in thousands)

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

REVENUE BY MAJOR CATEGORY

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Carryover- Reserve	635	398	184	24	174
County Operating Grant	1,742	1,742	1,742	1,742	1,742
Other Government Grants	348	346	321	361	361
Development Fund Raising	756	1,096	1,300	1,145	1,212
Museum Ball, Travel Program, other events	646	734	688	713	745
MAM Store	85	100	100	105	110
Admissions	27	23	32	25	30
Endowment Interest (net of realized gain/(loss)	115	95	90	90	80
Other Interest Income	6	5	0	6	6
Education	3	7	5	1	3
Other Income: Rentals, Royalties, etc.	1	5	6	1	1
Sale of Association Asset		12	0	12	
Release of Previously Restricted Funds (City of Miami)			200	700	570
Total Non-County Revenues	1,987	2,423	2,742	3,159	3,118
TOTAL REVENUE	4,364	4,563	4,668	4,925	5,034

EXPENDITURE BY MAJOR CATEGORY

Salary: Full-time	1,397	1,612	1,714	1,651	1,838
Salary: Part-time	373	364	418	415	465
Fringe Benefits	348	395	509	450	509
County Salaries & DIP	8	2			
Attrition			-70		-70
Other transfers and adjustments	-44	-45	-44	-45	-45
Total Personnel	2,082	2,328	2,527	2,471	2,697
Administration	165	183	199	203	215
Development	186	273	255	294	289
Communications	191	207	194	197	205
Programming/Special Events	880	1,086	1,029	1,080	1,192
Other Operating: (Building/Store/etc.)	237	209	224	233	221
Capital	4	11	25	31	23
American Association of Museum Directors Event (non-recurring)	29		0		
Political Action Committee		50	0	50	
Service Adjustments					
GF Rent	192	192	192	192	192
Total non-personnel	1,884	2,211	2,118	2,280	2,337
TOTAL OPERATING EXPENDITURES (Including GF Rent)	3,966	4,539	4,645	4,751	5,034
Debt Service					
Reserves			23		
Transfers					
TOTAL EXPENDITURES	3,966	4,539	4,668	4,751	5,034
Cash Position					
REVENUES LESS EXPENDITURES	398	24	0	174	0

B) POSITIONS

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time =	30.0	30.0	30.0	31.0	31.0
Part-time FTEs =	18.7	19.8	20.1	20.5	21.0
Temp Part-time FTE's =	0.4	0.4	0.4	0.4	0.4

NOTE: MAM employees are not County employees.

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Non-programmatic activities
Index Codes: N/A
Department: Miami Art Museum
Fund:

A) ISSUES OF THIS PROGRAM

Continue to build and develop MAM's membership and fundraising.

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	635	398	184	24	174
General Fund Revenue					
County operating grant	1,742	1,742	1,742	1,742	1,742
Other govt. grants	348	347	321	361	361
Development and Events	1,403	1,831	1,988	1,858	1,957
Other earned income	236	245	233	240	230
Release of prviously restricted funds (City)			200	700	570
TOTAL REVENUE	**4,364**	**4,563**	**4,668**	**4,925**	**5,034**
EXPENDITURES BY MAJOR CATEGORY					
Salary	726	885	868	852	879
Fringe Benefits	81	115	165	131	150
Administrative Reimbursement					
Other Operating	926	1,041	1,017	1,106	1,100
Rent	192	192	192	192	192
PAC		50		50	
Capital	4	8	20	20	20
TOTAL OPERATING EXPENDITURES	**1,929**	**2,291**	**2,262**	**2,351**	**2,341**
Debt Service					
Reserves			2,406		2,693
Transfers					
TOTAL EXPENDITURES	**1,929**	**2,291**	**4,668**	**2,351**	**5,034**
Cash Position					
REVENUES LESS EXPENDITURES	**2,435**	**2,272**	**0**	**2,574**	**0**
Revenue to the General Fund					

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Non-programmatic activities
Index Codes: N/A
Department: Miami Art Museum
Fund:

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	14	14	14	14	14
Net full-time positions funded =	14	14	14	14	14
Budgeted Attrition Percent =			1.00%		1.00%
Part-time FTEs =	0	0	1	1	1
Temp Agency FTEs =					

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Development and special events revenues	1,403	1,831	1,988	1,858	1,957	RC 1-3	
MAM store revenues	85	101	100	105	110	RC 1-3	
Number of members	2,086	2,279	2,400	2,500	2,600	RC 1-3	
Number of Corporate Circle Members	n/a	n/a	10	10	25	RC 1-3	
Number of MAM Partners	n/a	82	100	100	125	RC 1-3	

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 Description of Enhancement Including Performance Impact				0			
2 Description of Enhancement Including Performance Impact				0			

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 Description of Reduction Including Performance Impact				0			
2 Description of Reduction Including Performance Impact				0			

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Programming
Index Codes: N/A
Department: Miami Art Museum
Fund:

A) ISSUES OF THIS PROGRAM

Continue to build and develop MAM's exhibitions, collection, educational programs, publications and audiences.

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover					
General Fund Revenue					
Other Revenues					
TOTAL REVENUE	0	0	0	0	0
EXPENDITURES BY MAJOR CATEGORY					
Salary	1,031	1,073	1,170	1,191	1,328
Fringe Benefits	244	256	325	298	340
Administrative Reimbursement					
Other Operating	762	916	883	902	1,021
Other Operating (add more rows as necessary)					
Capital		3	5	9	4
TOTAL OPERATING EXPENDITURES	2,037	2,248	2,383	2,400	2,693
Debt Service					
Reserves					
Transfers					
TOTAL EXPENDITURES	2,037	2,248	2,383	2,400	2,693
Cash Position					
REVENUES LESS EXPENDITURES	-2,037	-2,248	-2,383	-2,400	-2,693
Revenue to the General Fund					

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Programming
Index Codes: N/A
Department: Miami Art Museum
Fund:

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	16	16	17	17	17
Net full-time positions funded =	16	16	17	17	17
Budgeted Attrition Percent =			1.00%		1.00%
Part-time FTEs =	20	20	20	20	20
Temp Agency FTEs =					

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Total museum attendance.	61145	62522	64000	65000	66000	RC 1-3	
Objects acquired for the collection.	53	39	40	40	40	RC 1-3	
MAM in the Neighborhood - Attendance	3500	4660	4500	4700	4700	RC 1-3	
Art Caravan - Attendance	n/a	n/a	n/a	n/a	1000	RC 1-3	

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 Description of Enhancement Including Performance Impact				0			
2 Description of Enhancement Including Performance Impact				0			

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 Description of Reduction Including Performance Impact				0			
2 Description of Reduction Including Performance Impact				0			

DEPARTMENTAL ISSUES

Department: Miami Art Museum

Continue to build and develop MAM's exhibitions, collection, educational programs, publications and audiences.

Continue to implement low cost and free-of-charge programs like "Free Sundays at MAM," "Second Saturdays are Free at MAM," ARTVENTURE," and "MAM in the Neighborhood"

Implement in late 2005 the "MAM Art Caravan" program which will allow us to build on the past successes of our Second Saturdays are Free for Families and MAM in the Neighborhood programs to bring monthly art activity programs to community centers throughout Miami-Dade county, significantly expanding our contribution to underserved audiences who cannot participate in our existing programs during the school year.

Continue to build and develop MAM's membership and fundraising.

For FY 2005, MAM's first priority is to:

Focus on contributing to the delivery to the public the promises of the Building Better Communities Bond Program.

The scope of work before us in FY 2005 includes working with the Museum of Science, the County and the City on the master planning process for Bicentennial Park. MAM will also hire specialists to create a detailed building program for MAM's new building, a business plan, a capital campaign plan and a public information campaign.

To accomplish the scope of work related to Museum Park (including hiring specialists to create a detailed building program, a business plan, a capital campaign plan and a public information campaign), operating the Museum and expanding the Museum's infrastructure and public programs, MAM must expand the Leadership Fund. MAM has $3.2 million out of the $10.5 million goal. MAM's civic board has recently made several large requests and is hopeful of success.

RESOURCE ALLOCATION MEETING: FORM 5

OPERATING UNMET OR DEFERRED NEEDS

Department: Miami Art Museum

Priority	Description of Need	Related Outcome(s)	Performance Impact (If the Need is funded)	Estimated Funding Required		Positions	Related Enhancement (if applicable)
1	Establish a staff retirement plan [matching staff contributions to a 403B plan - NTE 3%]	RC 1-3	Improve staff retention.	Initial:	48	0	
				Recurring:	50		
2	Hire grant manager [initial costs include 3/4 of a year's salary and fringe as well as desk, computer and office equipment; recurring costs are for full year's salary and fringe]	RC 1-3	Increase funding for programs that serve the public.	Initial:	61	1	
				Recurring:	70		
3	Publish annual report [design, printing, and distribution costs]	RC 1-3	Better communication with stakeholders.	Initial:	15	0	
				Recurring:	15		
4	Increase outreach via advertising [design and advertising placement costs]	RC 1-3	Increase public awareness of program offerings resulting in an increase to our attendance projection of 7,000 from 66,000 to 73,000 (10%) in the first year.	Initial:	100	0	
				Recurring:	100		
5				Initial:			
				Recurring:			
6				Initial:			
				Recurring:			
7				Initial:			
				Recurring:			
8				Initial:			
				Recurring:			
9				Initial:			
				Recurring:			
10				Initial:			
				Recurring:			
11				Initial:			
				Recurring:			
12				Initial:			
				Recurring:			
			Totals	Initial:	224	1	
				Recurring:	235		

RESOURCE ALLOCATION MEETING: FORM 7

GRANT FUNDING SUMMARY

from County and Non-County Sources

Department: Miami Art Museum

Funding Source	Name of Grant	Description of the Grant (including allowable uses and restrictions)	Start Date	End Date	FY 2004-05 Budget	FY 2004-05 Required Match	FY 2005-06 Proposed	FY 2005-06 Required Match
Miami-Dade County	Major Cultural Institutions		10/1/2004	9/30/3005	265	0	279	0
State of Florida	General Program Support		7/1/2004	6/30/2005	56	0	82	0
Development	Corporate Giving				325	0	300	0
Development	Foundations				300	0	220	0
Development	Individual Giving > $2,500				450	0	452	0
Development	Individual Giving < $2,500				225	0	240	0
Donor Listing Appended								

FORWARD A COPY TO:

Dan Wall, OSBM - (305) 375-5143

Jose Fernandez, Finance Department - (305) 375-5080

RESOURCE ALLOCATION MEETING: FORM 9

PAYMENTS TO AND FROM OTHER DEPARTMENTS

Department: Miami Art Museum

(all dollars in thousands)

PAYMENTS TO BE MADE TO OTHER DEPARTMENTS

Department (to)	Reason and Source	Confirmed?	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
GSA rent			192	192	192	192	192
		Total Transfers to other Departments	192	192	192	192	192

PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS

Department (from)	Reason and Source	Confirmed?	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
N/A							
		Total Transfers from other Departments	0	0	0	0	0

may include capital funds as well

RESOURCE ALLOCATION MEETING: FORM 10

SELECTED LINE ITEM HIGHLIGHTS

Department: Miami Art Museum

(all dollars in thousands)

Line Item Highlight	Subobject(s)	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2005-06 Base Submission
GSA rent		192	192	192	192

RESOURCE ALLOCATION MEETING: FORM 11

TECHNOLOGY PROGRAMS AND INITIATIVES

at Base Budget Submission Level

Department: Miami Art Museum

(all dollars in thousands)

	Technology Program or Initiative	Software Costs	Hardware Costs	County Personnel Cost	Consultant Personnel Cost	Other Operating /Capital Costs	Total Budget	Number of FTE's
FY 2005-06	Upgrade accounting system	5	12	0	included		17	
Total Project Cost								
FY 2005-06								
Total Project Cost								
FY 2005-06								
Total Project Cost								
FY 2005-06								
Total Project Cost								
FY 2005-06								
Total Project Cost								
FY 2005-06								
Total Project Cost								
FY 2005-06								
Total Project Cost								
FY 2005-06								
Total Project Cost								
FY 2005-06								
Total Project Cost								
FY 2005-06								
Total Project Cost								

Agenda Item No. 7

Museum of Science

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RESOURCE ALLOCATION MEETING: FORM 1

GENERAL DEPARTMENTAL SUMMARY

Department: Miami Museum of Science
Fund: General Fund Revenue

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	-22	5	94	94	31
General Fund Revenue/CDT	984	984	984	984	984
Other Revenues Operations, Donations, Foundations	2,963	3,055	2,386	3,505	4,579
Federal grants	1,246	1,307	3,118	3,118	2,750
State and Local Grants	1,457	1,012	743	1,906	2,262
Miami-Dade County Designated Major Cultural Institution Program	325	339	339	357	357
Transfers	0	0	493	0	64
TOTAL REVENUE	**6,953**	**6,702**	**8,157**	**9,964**	**11,027**
EXPENDITURES BY MAJOR CATEGORY					
Salary	2,820	2,926	2,977	3,412	3,628
Fringe Benefits	582	635	685	785	851
Administrative Reimbursement	0	0	0	0	0
Other Operating	3,496	2,997	3,804	5,591	6,423
Other Operating (internal transfer from New Museum to Operations)	0	0	0	0	
Capital	0	0	0	0	0
TOTAL OPERATING EXPENDITURES	**6,898**	**6,558**	**7,466**	**9,788**	**10,902**
Debt Service	50	50	50	50	30
Reserves	0	0	148	95	31
Transfers	0	0	493	0	64
TOTAL EXPENDITURES	**6,948**	**6,608**	**8,157**	**9,933**	**11,027**
Cash Position					
REVENUES LESS EXPENDITURES	**5**	**94**	**0**	**31**	**0**
Revenue to the General Fund					

B) POSITIONS

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	59	59	63	66	69
Net full-time positions funded =	59	59	63	64	64
Budgeted Attrition Percent =	0	0	0	0	0
Part-time FTEs =	15	17	17	17	19
Temp Agency FTEs =	0	0	0	0	0

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Operations: (Exhibits, Planetarium, Wildlife Center, Visitor Operations, Facilities, and all admin depts.)
Index Codes:
Department: Miami Museum of Science and Planetarium
Fund: General Fund

A) ISSUES OF THIS PROGRAM

1. Increase the quality of the Exhibit experience. Better leased exhibits increase attendance and revenues.
2. The Planetarium is obsolete with current operating equipment and limits the ability to provide new programming.
3. The Wildlife Center is in need of major upgrade and general remodeling to better care for and present the animals to the public. Conversion of a back lot would enhance children's programs.
4. A Planetarium program to complement the Amazon Voyages exhibit would enhance visitor experience and revenues.
5. Better space for exhibits, infrastructure (lighting, HVAC,etc.), would enable the museum to provide higher quality exhibits. This is partially a CORF funding issue as well.

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	-22	-103	-147	-147	-68
General Fund Revenue/CDT	984	984	984	984	984
Other Revenues Operations, Donations, Foundations	1,818	1,965	1,117	2,534	3,104
Federal grants	115	423	1,672	1,672	517
State and Local Grants	143	84	112	112	662
Miami-Dade County Designated Major Cultural Institution Program	325	339	339	357	357
Transfers			248		55
TOTAL REVENUE	**3,363**	**3,692**	**4,325**	**5,512**	**5,611**
EXPENDITURES BY MAJOR CATEGORY					
Salary	1,592	1,822	1,853	2,140	2,200
Fringe Benefits	343	395	426	497	516
Administrative Reimbursement					
Other Operating	1,481	1,572	1,996	2,893	2,865
Other Operating (add more rows as necessary)					
Capital					
TOTAL OPERATING EXPENDITURES	**3,416**	**3,789**	**4,275**	**5,530**	**5,581**
Debt Service	50	50	50	50	30
Reserves					
Transfers					
TOTAL EXPENDITURES	**3,466**	**3,839**	**4,325**	**5,580**	**5,611**
Cash Position					
REVENUES LESS EXPENDITURES	**-103**	**-147**	**0**	**-68**	**0**
Revenue to the General Fund					

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Operations: (Exhibits, Planetarium, Wildlife Center, Visitor Operations, Facilities, and all admin depts.)
Index Codes:
Department: Miami Museum of Science and Planetarium
Fund: General Fund

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	40	41	45	46	49
Net full-time positions funded =	40	41	45	45	45
Budgeted Attrition Percent =					
Part-time FTEs =	9	10	11	11	13
Temp Agency FTEs =					

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Visitors/per sq ft of exhibition space	3.45	3.40	3.74	3.74	4.11	Expanded awareness of and access to cultural services	Secure and invest additional public and private resources to improve and expand programs, services, and facilities. +Increased investment in exhibitions will improve ratio.
Visitors/FTE, Operational staff	3,876	3,665	3,671	3,671	3,899	Expanded awareness of and access to cultural services	Education grants FTEs do not affect visitor experience and are excluded.

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1	Upgrade exhibits from Tier 1 and 2 to Tier 3 to increase visitors per sq ft from 4.11 to 5.0, and increase revenues. Expand the awareness			200	200	0	RC 1-3	Current exhibits intermediate level of investment
2	Enhance the launch of Amazon Voyage tour with multi-lingual Interpretive programs and materials and produce a supporting Planetarium show.			200	200	0	RC 3-1	Develop lifelong opportunities through outreach opportunities. Responding to market for traveling exhibitions.
3	Wildlife Center upgrade			150	150	0	RC 1-1	Increase visitor and family activity. Conform to codes.
4	Expand Outside Space			120	120	0	RC 3-1	Provide new areas for exhibits to allow for more visitors.

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1	None				0			

PROGRAM INFORMATION

Activity: Education
Index Codes:
Department: Miami Museum of Science and Planetarium
Fund: General Fund and Grants

A) ISSUES OF THIS PROGRAM

1. Workforce Development: Increase the pipeline of students going into science, technology and related careers in key industries in the community.
2. Workforce Development: Reduce the high attrition rate of science teachers and better prepare them to teach.
3. Workforce Development: Address equity of preparation for minority, gender, low-income people to enter and succeed in science and technology.

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover		22	-109	-109	82
General Fund Revenue	0	0	0	0	0
Other Revenues Summer Camp, Holiday Camps	462	260	311	311	300
Federal Grants	1,131	884	1,446	1,446	2,233
State and Local Grants	1,314	928	631	1,094	0
Other Revenues					
Transfers			245		9
TOTAL REVENUE	2,907	2,094	2,524	2,742	2,624
EXPENDITURES BY MAJOR CATEGORY					
Salary	1,108	923	939	970	983
Fringe Benefits	216	201	216	208	231
Administrative Reimbursement					
Other Operating	1,561	1,079	1,369	1,482	1,410
Other Operating (add more rows as necessary)					
Capital					
TOTAL OPERATING EXPENDITURES	2,885	2,203	2,524	2,660	2,624
Debt Service					
Reserves					
Transfers					
TOTAL EXPENDITURES	2,885	2,203	2,524	2,660	2,624
Cash Position					
REVENUES LESS EXPENDITURES	22	-109	0	82	0
Revenue to the General Fund					

PROGRAM INFORMATION

Activity: Education
Index Codes:
Department: Miami Museum of Science and Planetarium
Fund: General Fund and Grants

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	19	18	18	18	17
Net full-time positions funded =	19	18	18	18	16
Budgeted Attrition Percent =					
Part-time FTEs =	6	6	3	3	3
Temp Agency FTEs =					

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Build capacity and enable CBOs and city parks to deliver Museum-developed after-school program: APEX grant and YES grant		Define APEX and YES program	Setup computer lab at participating park sites; support	Setup computer lab at participating park sites; support	Expand number of after school programs and participating parks.	More cultural programs and services available to address varied community interests and educational needs.	Programming implemented at 3 community-based organizations operating 93 after school programs at 5 parks.
% of underserved participating youth completing high school and pursuing science-related college studies from the Museum in Upward Bound and Biotrac programs.	Implement local program	Expand nationally	Expand nationally	Expand nationally	Maintain or increase percentages	More cultural programs and services available to address varied community interests and educational needs.	90% of program participants enter college, 50% pursue science-related studies
Number of beginning science teachers receiving technology training and mentoring support with Florida BEST program.		19	19	19	38	Reduction of unmet cultural and educational needs. Develop lifelong learning and professional through education, outreach and training partnerships.	80% retention among participants in the science instruction workforce
% of Early Childhood Educators (ECE) skilled in delivery of hands-on science from the Museum. Headstart program.	Develop program	80%	82%	82%	85%	Reduction of unmet cultural and educational needs. Develop lifelong learning and professional through education, outreach and training partnerships.	80% of ECE teachers trained express high level of satisfaction with training
Number of pre-service teachers completing summer internships at the Museum: SUCCEED and STEPS Grants.	Implement SUCCEED:19	19	Implement STEPS: 30	30	30	Reduction of unmet cultural and educational needs. Develop lifelong learning and professional through education, outreach and training partnerships.	90% of participating pre-service teachers complete the Museum summer science internship

PROGRAM INFORMATION

Activity: Education
Index Codes:

Department: Miami Museum of Science and Planetarium
Fund: General Fund and Grants

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 None							

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 None				0			

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: New Museum at Museum Park
Index Codes:
Department: Miami Museum of Science and Planetarium
Fund: General Fund and other

A) ISSUES OF THIS PROGRAM

Issue and Description 1. Develop architectural and engineering plans for the New Museum
Issue and Description 2. Establish agreements and contracts with County, City and Museum to proceed with New Museum planning
Issue and Description 3. Develop a capital campaign for the New Museum
Issue and Description 4. Develop the content and format for the New Museum
Issue and Description 5. Develop a public participation program for the New Museum

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover		86	350	350	17
General Fund Revenue	0	0	0	0	0
Other Revenues Operations, Donations, Foundations	683	830	958	660	1,175
Federal grants					
State and Local Grants				700	1,600
Other Revenues					
TOTAL REVENUE	683	916	1,308	1,710	2,792
EXPENDITURES BY MAJOR CATEGORY					
Salary	120	181	185	302	445
Fringe Benefits	23	39	43	80	104
Administrative Reimbursement					
Other Operating	454	346	439	1,216	2,148
Other Operating (add more rows as necessary)					
Capital					
TOTAL OPERATING EXPENDITURES	597	566	667	1,598	2,697
Debt Service					
Reserves	0	0	148	95	31
Transfers			493		64
TOTAL EXPENDITURES	597	566	1,308	1,693	2,792
Cash Position					
REVENUES LESS EXPENDITURES	86	350	0	17	0
Revenue to the General Fund					

PROGRAM INFORMATION

Activity: New Museum at Museum Park
Index Codes:
Department: Miami Museum of Science and Planetarium
Fund: General Fund and other

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =				2	3
Net full-time positions funded =				1	3
Budgeted Attrition Percent =					
Part-time FTEs =		1	3	3	3
Temp Agency FTEs =					

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Architectural and engineering plans	General plan developed	Plans reviewed with constituents	Prepare RFQ	Issue RFQ, select review panel subject to Master Plan progress.	Select Architect	More cultural, recreational programs and services available to address varied community interests and educational needs.	RFQ for architect. Essential early step and County Mgr Priority 1
Establish agreements and contracts for new Museum with County and City		General discussion with constituents	Finalize agreements and budgets	Finalize agreements and budgets	Approved agreements.	More cultural, recreational programs and services available to address varied community interests and educational needs.	Agreement with County. Essential early step and County Mgr Priority 1
Develop a capital campaign for the New Museum			Appoint Capital Campaign Chair	Appoint Capital Campaign Chair	Launch Capital Campaign	More cultural, recreational programs and services available to address varied community interests and educational needs.	Major step in launching public campaign
Develop the content and format for the New Museum			Write pre-program briefs	Write pre-program briefs	Complete 3 Thematic Briefs	Expanded awareness of and access to cultural, recreational and library programs and services.	Essential research for new exhibition content
Develop a public participation program for the New Museum	Hold 1 Charrette	Hold 1 Charrette; Hold Exhibit on design (Constructing the Future)	Define consultative program	Define consultative program	International Advisory Board meeting	More cultural, recreational programs and services available to address varied community interests and educational needs.	Essential research for new Museum

PROGRAM INFORMATION

Activity: New Museum at Museum Park
Index Codes:
Department: Miami Museum of Science and Planetarium
Fund: General Fund and other

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 None				0			

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 None				0			

RESOURCE ALLOCATION MEETING: FORM 3
DEPARTMENTAL ISSUES

Department: Museum of Science

OPERATIONS ISSUES

1. Increase the quality of the Exhibit experience. Better leased exhibits increase attendance and revenues.
2. The Planetarium is obsolete with current operating equipment and limits the ability to provide new programming is limited by funding.
3. The Wildlife Center is in need of major upgrade and general remodeling to better care for and present the animals to the public. Conversion of a back lot would enhance children's programs.
4. A Planetarium program to complement the Amazon Voyages exhibit would enhance visitor experience and revenues.
5. Better space for exhibits, infrastructure (lighting, HVAC,etc.), funding limits the ability of the museum to provide higher quality exhibits. This is partially a CORF funding issue as well.
6. Additional CORF funding to improve the infrastructure lighting, bathrooms, repair and maintenance of existing building.

EDUCATION ISSUES

1. Workforce Development: Increase the pipeline of students going into science, technology and related careers in key industries in the community.
2. Workforce Development: Reduce the high attrition rate of science teachers and better prepare them to teach.
3. Workforce Development: Address equity of preparation for minority, gender, low-income people to enter and succeed in science and technology.

OPERATIONS HIGHLIGHTS	FY 05	RELATED OUTCOME	COMMENTS
Amazon Voyage exhibit developed by Museum as a major exhibit.	$1.6M in 2005	Expanded awareness of and access to cultural, recreational and library programs and services.	Exhibit to be introduced at the Museum in October 2005 for 6 months and then it will tour major cities.

EDUCATION HIGHLIGHTS	FY 05	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Provide training and technical support to CBOs and parks	$ 422,672	Coordination of existing cultural programs and services and comprehensive development of new experiences and opportunities.	75% of training participants indicating high level of satisfaction with training
Provide academic year and summer enrichment programming for 100+ youth	$ 299,538	Coordination of existing cultural programs and services and comprehensive development of new experiences and opportunities.	98% participant retention
Provide science/technology summer institute and follow-up support for beginning teachers	$ 114,430	Reduction of unmet cultural and educational needs. Develop lifelong learning and professional through education, outreach and training partnerships.	85% of participants express increased confidence in science teaching and using technology

Department: Museum of Science

Increase number of ECE educators participating in Museum professional development	$ 791,500	Reduction of unmet cultural and educational needs. Develop lifelong learning and professional through education, outreach and training partnerships.	Increase by 10%
Provide summer science internships to pre-service teachers	$ 72,000	Reduction of unmet cultural and educational needs. Develop lifelong learning and professional through education, outreach and training partnerships.	Museum-based internship institutionalized as part of coursework at FIU
Protect structural integrity of facilities			Interior and exterior renovations essential to protect facility and to meet code and security needs. Roof repairs and security systems needed. Inadequate system gives false alarms

NEW MUSEUM HIGHLIGHTS	TOTAL	RELATED OUTCOME	COMMENTS
Passage of GOB for Building Better Communities will provide major cultural impact for Miami-Dade residents and visitors.	$175M	Expanded awareness of and access to cultural, recreational and library programs and services.	The Museum is doing major operational and content programming and testing to develop best programs and concepts for the new museum at Museum Park.

RESOURCE ALLOCATION MEETING: FORM 5

OPERATING UNMET OR DEFERRED NEEDS

Department: Miami Museum of Science and Planetarium

Priority	Description of Need	Related Outcome(s))	Performance Impact (If the Need is funded)	Estimated Funding Required		Positions	Related Enhancement (if applicable)
1	Wildlife Center Upgrade	RC 1-1		Initial:	150,000		
				Recurring:			
2	Expansion of Outside Space	RC 1-1		Initial:	120,000		
				Recurring:			
3	Interior Lighting	RC 1-1	Better Lighting, safer and more secure system	Initial:	75,000		
				Recurring:			
4	Educational Center Upgrade	RC 1-1	Increase quality of computer learning for underserved, at-risk, low-income students	Initial:	50,000		New computers for Technical Youth Center
				Recurring:			
5	Building Annex Repair	RC 1-1	Safety of employees	Initial:	35,000		
				Recurring:			
6	Roof Repairs	RC 1-1	Prevent loss and damage in Planetarium and elsewhere	Initial:	15,000		
				Recurring:			
7	External Lighting Upgrades	RC 1-1	Safety of employees and visitors	Initial:	15,000		
				Recurring:			
8	Energy Management System	RC 1-1	Lower operating costs	Initial:	35,000		
				Recurring:			
9	Upgrade Fire Detection System	RC 1-1	Safety of employees and visitors and museum	Initial:	45,000		
				Recurring:			
10	Repair of Loft	RC 1-1	Additional office space and productivity	Initial:	10,000		
				Recurring:			
11	Interior Electrical Systems	RC 1-1	Operating efficiency and Safety of employees and visitors and museum	Initial:	35,000		
				Recurring:			
12	Installation of Security System	RC 1-1	Security of visitors, employees, animals and museum	Initial:	50,000		
				Recurring:			

RESOURCE ALLOCATION MEETING: FORM 5

OPERATING UNMET OR DEFERRED NEEDS

Department: Miami Museum of Science and Planetarium

Priority	Description of Need	Related Outcome(s))	Performance Impact (If the Need is funded)	Estimated Funding Required		Positions	Related Enhancement (if applicable)
13	Main Lobby Renovations	RC 1-1	Wheel chair access improved	Initial:	10,000		
				Recurring:			
14	Rear Main Building Repair	RC 1-1	Reduction of loss	Initial:	55,000		
				Recurring:			
15	Refuse Containment Area	RC 1-1	Health and appearance	Initial:	5,000		
				Recurring:			
16	External Canopied Area Renovation	RC 1-1	More support for Wildlife Center	Initial:	30,000		
				Recurring:			
17	Perimeter Fencing Area	RC 1-1	Safety of employees and visitors	Initial:	65,000		
				Recurring:			
18	Restroom renovation	RC 1-1	Capacity and Compliance with Code	Initial:	50,000		
				Recurring:			

Totals		
	Initial:	850,000
	Recurring:	0

RESOURCE ALLOCATION MEETING: FORM 6

PERSONNEL RECONCILIATION

full-time positions only

Department: Miami Museum of Science and Planetarium

Event	*Changes*	Date	Count +/-
FY 2004-05		October 1, 2004	**59**
Overages, Reclasses, Changes, etc.	Senior VP of Marketing and Development	January 10, 2005	+1
	HR Coordinator	January 21, 2005	+1
	Education Curriculum Specialist	January 24, 2005	+1
	Senior Accountant	January 28, 2005	+1
	Web Developer	February 22, 2005	+1
	Marketing Coordinator	March 1, 2005	+1
	VP of Finance	April 1, 2005	+1
	NOTE: Museum of Science employees are not County Employees		
FY 2005-06 Budget Submission			**66**
Enhancements, Reductions, Budget Changes, etc.	Senior VP New Museum Project Manager	September 1, 2005	+1
	Senior VP New Museum Fundraising Coordinator	October 1, 2005	+1
	Senior Accountant	November 1, 2005	+1
FY 2005-06 Proposed Budget			**69**

RESOURCE ALLOCATION MEETING: FORM 7

GRANT FUNDING SUMMARY

from County and Non-County Sources

Department: Miami Museum of Science and Planetarium

Funding Source	Name of Grant	Description of the Grant (including allowable uses and restrictions)	Start Date	End Date	FY 2004-05 Budget	FY 2004-05 Required Match	FY 2005-06 Proposed	FY 2005-06 Required Match
County	MCIP	Cultural Support Grant	10/1/2005	9/30/2004	356,807		356,807	
State	CIP	State Cultural Grant	10/1/2005	9/30/2004	112,321		112,321	
NSF	APEX	After School Program	7/1/2004	6/30/2006			422,672	
US DOE	STEPS	Supervising and Student Teacher Program	1/1/2005	9/30/2007	140,174		135,459	
NIH	Biotrac	Biomedicine program for low-income 1st generation college bound high school students	10/1/2003	9/30/2005	319,209		324,844	
US DOE	GetSet	Miami Springs science magnet program	10/1/2004	9/30/2007	66,545		97,395	
US DOE	Upward Bound	Academic enrichment program for low-income, 1st generation college bound HS students for science, math, and technology careers	10/1/2003	9/30/2007	224,194		299,538	
FL DOE	FI Best	Building expert science teachers	10/1/2004	9/30/2006	91,271		114,430	
NSF	Amazon Voyage	Develop an interactive, traveling exhibit of experiences and creatures in the Amazon River basin	4/1/2003	3/31/2006	1,436,249		216,742	
NSF	Sharks	Develop an interactive, traveling exhibit of shark experiences	Pending Approval	Pending Approval	Pending Approval		250,000	
IMLS	IMLS grant to MMOS	Immersive experience and enhance visitor participation	Not Available	9/30/2005	400,000			
FL DOE	PD3	Professional Development observation tool for best practice for math and science teachers	10/1/2004	9/30/2005	791,500			
Knight Foundation		Develop and plan content for New Museum	1/1/2005	12/31/2006	185,000		385,000	
Foundation	not available	Develop and plan for New Museum	Pending Approval	Pending Approval	Pending Approval		1,400,000	
City of Miami	YES	After School Program	10/1/2004	6/30/2005	64,478			
City of Miami	Museum Park Pending Approval	Develop plans for New Museum	8/8/2005	9/30/2007	700,000	2,100,000	2,150,000	6,300,000
					4,887,748	2,100,000	6,265,208	6,300,000

Office of Historic Preservation

RESOURCE ALLOCATION MEETING: FORM 1

GENERAL DEPARTMENTAL SUMMARY

Department: Office of Historic Preservation
Fund: 10

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
General Fund Revenue	99	169	186	149	210
TOTAL REVENUE	**99**	**169**	**186**	**149**	**210**
EXPENDITURES BY MAJOR CATEGORY					
Salaries	172	223	253	205	270
Fringes	43	68	75	68	83
Other Operating	27	47	37	50	36
TOTAL OPERATING EXPENDITURES	**242**	**338**	**365**	**323**	**389**
CDBG Grant*: Reimbursement to Expenditure	-143	-169	-179	-174	-179
TOTAL EXPENDITURES	**99**	**169**	**186**	**149**	**210**
Cash Position					
REVENUES LESS EXPENDITURES	0	0	0	0	0
Revenue to the General Fund					

B) POSITIONS

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	6	4.4**	4.4**	4.4**	4.4**
Net full-time positions funded =					
Budgeted Attrition Percent =	0.00%	0.00%	0.00%	0.00%	0.00%
Part-time FTEs =					
Temp Agency FTEs =	0	0	0	1	0

*CDBG grants run fiscal year January 1 - December 31

**Director position is shared between Art and Public Places and Office of Historic Preservation

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Office of Historic Preservation
Index Codes: HPEHISPREV (General Fund)

Department: Office of Historic Preservation
Fund: 10

A) ISSUES OF THIS PROGRAM

Additional staff is needed to effectively perform the mandates of the Historic Preservation Ordinance, as amended
Additional staff is needed to reduce the processing time for Certificates of Appropriateness and environmental assessment review field visits
Additional staff is needed to research and write designation reports
Additional staff is needed to act as liaison between the County and GOB historic preservation funds recipients

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
General Fund Revenue	99	169	186	149	210
TOTAL REVENUE	**99**	**169**	**186**	**149**	**210**
EXPENDITURES BY MAJOR CATEGORY					
Salaries	172	223	253	205	270
Fringes	43	68	75	68	83
Other Operating	27	47	37	50	36
CDBG Grant*: Reimbursement to Expenditure	-143	-169	-179	-174	-179
TOTAL OPERATING EXPENDITURES	**99**	**338**	**365**	**149**	**210**
TOTAL EXPENDITURES	**99**	**169**	**365**	**149**	**210**
Cash Position					
REVENUES LESS EXPENDITURES	0	0	0	0	0
Revenue to the General Fund					

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	6	4.4**	4.4**	4.4**	4.4**
Net full-time positions funded =					
Budgeted Attrition Percent =	0.00%	0.00%	0.00%	0.00%	0.00%
Part-time FTEs =					
Temp Agency FTEs =	0	0	0	1	0

*CDBG grants run fiscal year January 1 - December 31
**Director position is shared between Art and Public Places and Office of Historic Preservation

PROGRAM INFORMATION

Activity: Office of Historic Preservation
Index Codes: HPEHISPREV (General Fund)
Department: Office of Historic Preservation
Fund: 10

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Community Development Block Grant reviews processed at the OHP	125	193	200	200	200	RC1-3	
Processing of Certificates of Appropriateness	30	35	35	35	35	RC1-3	
Designation reports presented to Historic Preservation Board	3	2	4	2	4	RC1-1	One Historic Preservation Specialist II on disability leave for most of the year.

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1	Monitor the 10 municipalities that adopted their own Historic Preservation Ordinance for compliance with the mandates of the Miami-Dade Historic Preservation Ordinance as amended, reduce the processing time of Certificates of Appropriateness from 4 weeks to 2 weeks, and reduce the processing time of the environmental assessment review field visits from 4 weeks to 1 week by adding a Historic Preservationist Specialist 1	52	NA	NA	52	+1	RC1-1 & RC1-3	Currently, the task of monitoring municipal compliance is not being performed
2	Increase the number designation reports produced based upon the survey information from 4 reports to 8 reports, work as a liaison between the County and GOB historic preservation projects by adding a Historic Preservationist Specialist 2	61	NA	N/A	61	+1	RC1-1	OHP will act as an administrative clearinghouse for historic preservation projects funded by the GOB.

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
None							

DEPARTMENTAL ISSUES

Department: Office of Historic Preservation

Proposed Enhancements:

Historic Preservationist Specialist 1:

Monitor the 10 municipalities that adopted their own Historic Preservation Ordinance for compliance with the mandates of the Miami-Dade Historic Preservation Ordinance, as amended
Reduce the processing time of Certificates of Appropriateness from 4 weeks to 2 weeks
Reduce the processing time of the environmental assessment review field visits from 4 weeks to 1 week

Historic Preservationist Specialist 2:

Increase the number designation reports produced based upon the survey information from 4 reports to 8 reports per year
Work as liaison between the County and the GOB historic preservation funded projects

Highlights:

Over the next three years, the Office of Historic Preservation will complete the countywide survey of cultural resources of historical, architectural, archaeological, and paleontological significance

RESOURCE ALLOCATION MEETING: FORM 6

PERSONNEL RECONCILIATION

full-time positions only

Department: Office of Historic Preservation

Event	*Changes*	Date	Count +/-
FY 2004-05 Final Adopted Budget		October 1, 2004	**4**
Overages, Reclasses, Changes, etc.			
FY 2005-06 Budget Submission			**4**
Enhancements, Reductions, Budget Changes, etc.	*Historic Preservation Specialist 1*	*October 1, 2005*	*+1*
	Historic Preservation Specialist 2	*October 1, 2005*	*+1*
FY 2005-06 Proposed Budget			**6**

* Reclassifications are not required on this form

RESOURCE ALLOCATION MEETING: FORM 7

GRANT FUNDING SUMMARY

from County and Non-County Sources

Department: Office of Historic Preservation

Funding Source	Name of Grant	Description of the Grant (including allowable uses and restrictions)	Start Date	End Date	FY 2004-05 Budget	FY 2004-05 Required Match	FY 2005-06 Proposed	FY 2005-06 Required Match	Source of Required Match
OCED	CDBG Administrative Support	CDBG eligible costs associated with administering the Office of Historic Preservation's planning, reviewing, monitoring, and coordinating activities county-wide. (Administrative support for Office of Historic Preservation)	1/1/2005	12/31/2005	179	0	154	0	N/A

* In the Description column, also include the administration amount allowed (either dollars or percent) and describe any administration that is currently being funded by the grant (positions, other operating, and what they do)

FORWARD A COPY TO:
Dan Wall, OSBM - (305) 375-5143
Jose Fernandez, Finance Department - (305) 375-5080

RESOURCE ALLOCATION MEETING: FORM 9

PAYMENTS TO AND FROM OTHER DEPARTMENTS

Department: Office of Historic Preservation

(all dollars in thousands)

PAYMENTS TO BE MADE TO OTHER DEPARTMENTS

Department (to)	Reason and Source	Confirmed?	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Art in Public Places	40% reimbursement of OHP Director's salary & fringes	Y	37	55	65	60	63
Cultural Affairs	Pro-rated photocopier rental	Y	0	1	1	1	1
	Total Transfers to other Departments		37	56	66	61	64

PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS

Department (from)	Reason and Source	Confirmed?	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
	N/A						
	Total Transfers from other Departments		0	0	0	0	0

may include capital funds as well

RESOURCE ALLOCATION MEETING: FORM 10

SELECTED LINE ITEM HIGHLIGHTS

Department: Office of Historic Preservation

(all dollars in thousands)

Line Item Highlight	Subobject(s)	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2005-06 Base Submission
Temporary Help	21510	0	0	15	0
Travel Expense-U.S.	31210	6	4	5	4
Legal Advertisement	31410	5	8	8	8

Office Safe Neighborhood Parks

RESOURCE ALLOCATION MEETING: FORM 1

GENERAL DEPARTMENTAL SUMMARY

Department: Office of Safe Neighborhood Parks
Fund: 380

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover					
Other Revenues- SNP Bonds	427,000	451,000	420,000	407,000	453,000
TOTAL REVENUE	**427,000**	**451,000**	**420,000**	**407,000**	**453,000**
EXPENDITURES BY MAJOR CATEGORY					
Salary	278,700	325,000	268,000	256,000	290,000
Fringe Benefits	58,600	61,000	63,000	61,000	69,000
Administrative Reimbursement	14,000	13,000	12,000	12,000	13,000
Other Operating	52,200	33,500	49,000	50,000	53,000
Other Operating (add more rows as necessary)					
Capital			4,000	4,000	4,000
TOTAL OPERATING EXPENDITURES	**403,500**	**432,500**	**396,000**	**383,000**	**429,000**
Debt Service					
Reserves					
Transfers	23,500	18,500	24,000	24,000	24,000
TOTAL EXPENDITURES	**427,000**	**451,000**	**420,000**	**407,000**	**453,000**
Cash Position					
REVENUES LESS EXPENDITURES	0	0	0	0	0
Revenue to the General Fund					

B) POSITIONS

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	5	4	4	4	4
Net full-time positions funded =	5	4	4	4	4
Budgeted Attrition Percent =	0.00%	0.00%	0.00%	0.00%	0.00%
Part-time FTEs =	0	0	0	0	0
Temp Agency FTEs =	1	0	0	0	0

* If department administers other reserve funds, please provide detailed documentation

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Administration
Index Codes: CPE38CSNADM

Department: Office of Safe Neighborhood Parks
Fund: 380

A) ISSUES OF THIS PROGRAM

Final bond sale.
Ability to cover administrative costs over remaining 5 years of program.
FY 05/06 anticipated DROP payment for Senior Executive Secretary.

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover					
General Fund Revenue					
Other Revenues - SNP Bonds	427,000	451,000	420,000	407,000	453,000
TOTAL REVENUE	**427,000**	**451,000**	**420,000**	**407,000**	**453,000**
EXPENDITURES BY MAJOR CATEGORY					
Salary	278,700	325,000	268,000	256,000	290,000
Fringe Benefits	58,600	61,000	63,000	61,000	69,000
Administrative Reimbursement	14,000	13,000	12,000	12,000	13,000
Other Operating	52,200	33,500	49,000	50,000	53,000
Other Operating (add more rows as necessary)					
Capital	0	0	4,000	4,000	4,000
TOTAL OPERATING EXPENDITURES	**403,500**	**432,500**	**396,000**	**383,000**	**429,000**
Debt Service					
Reserves					
Transfers	23,500	18,500	24,000	24,000	24,000
TOTAL EXPENDITURES	**427,000**	**451,000**	**420,000**	**407,000**	**453,000**
Cash Position					
REVENUES LESS EXPENDITURES	0	0	0	0	0
Revenue to the General Fund					

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Administration
Index Codes: CPE38CSNADM

Department: Office of Safe Neighborhood Parks
Fund: 380

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	5	4	4	4	4
Net full-time positions funded =	5	4	4	4	4
Budgeted Attrition Percent =	0.00%	0.00%	0.00%	0.00%	0.00%
Part-time FTEs =	0	0	0	0	0
Temp Agency FTEs =	0	0	0	0	0

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Contracts/Amends. prepared within 6 working days	4.0	6.9	6.0	6.0	6.0	n/a	n/a
Reimb. Request to Fin within 5.5 days	5.0	5.6	5.5	5.5	5.5	n/a	n/a
Grantee's satisfaction rating maintained at 5.0	4.3	4.6	5.0	5.0	5.0	n/a	n/a
Oversight Committee's satisfaction rating maintained at 5.0	4.9	5.0	5.0	5.0	5.0	n/a	n/a

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 None				0			

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 None				0			

DEPARTMENTAL ISSUES

Department: Office of Safe Neighborhood Parks

* *Sixth and final bond sale to fund awards of $58,530,000, scheduled for Summer 2005.*

Homestead	$950,000
MDC (Regional)	$28,157,096
MDC (UMSA)	$26,013,577
Miami	$3,030,327
Miami Beach	$29,000
N. Miami	$350,000
	$58,530,000

* FY 05/06 DROP payout for Senior Executive Secretary ($14,700).
* Ability to build reserve to cover administrative cost for remaining 5 years.

RESOURCE ALLOCATION MEETING: FORM 6

PERSONNEL RECONCILIATION

full-time positions only

Department: Office of Safe Neighborhood Parks

Event	*Changes*	Date	Count +/-
FY 2004-05 Final Adopted Budget		October 1, 2004	**4**
Overages, Reclasses, Changes, etc.	*None*		*0*
FY 2005-06 Budget Submission			**4**
Enhancements, Reductions, Budget Changes, etc.	*None*		
FY 2005-06 Proposed Budget			**4**

RESOURCE ALLOCATION MEETING: FORM 9

PAYMENTS TO AND FROM OTHER DEPARTMENTS

Department: Office of Safe Neighborhood Parks

(all dollars in thousands)

PAYMENTS TO BE MADE TO OTHER DEPARTMENTS

Department (to)	Reason and Source	Confirmed?	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Budget
MDC Park and Recreation Department	Clerk II position partially funded through interest earnings to help with the SNP reimbursements.		23,500	18,400	24,000	24,000	24,000
	Total Transfers to other Departments				24,000	24,000	24,000

PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS

Department (from)	Reason and Source	Confirmed?	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Budget
	Total Transfers from other Departments				0	0	0

may include capital funds as well

RESOURCE ALLOCATION MEETING: FORM 10

SELECTED LINE ITEM HIGHLIGHTS

Department: Office of Safe Neighborhood Parks

(all dollars in thousands)

Line Item Highlight	Subobject(s)	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2005-06 Base Submission
Administrative Reimbursement	26240	14,000	13,000	12,000	13,000
Community Based Organizations		0	0	0	0
Contract Temporary Employee Costs		0	0	0	0
Interdepartmental Transfers (Park & Recreational Dept.)	21511&22490	23,500	18,500	24,000	24,000
Major contracts		0	0	0	0
Rent	25190	15,224	15,224	15,224	15,224
Travel Costs (domestic)	26062-31301	90	115	300	600

Park and Recreation

RESOURCE ALLOCATION MEETING: FORM 1

GENERAL DEPARTMENTAL SUMMARY

Department: PARK AND RECREATION

Fund: 040 - General Operations, 125 - Miami Metrozoo, & 900 - Special Tax Districts

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover - Subfund 001	-694	67	0	0	0
Carryover - N&J Reach	0	240	0	47	0
Carryover - Start-up Equipment	0	307	0	0	0
Carryover - Subfund 002 (CBOs)	403	384	200	428	200
Carryover - Subfund 002 (Fairchild)	90	83	0	284	0
Carryover - Sports Commission	0	250	0	0	0
Carryover - Metrozoo	-30	0	0	0	0
Carryover - Subfund 003 (Marinas MOU)	769	843	0	1,042	1,043
Carryover - Fund 900 Subfund 906	1,846	1,603	824	1,537	1,464
TOTAL CARRYOVER	**2,383**	**3,777**	**1,024**	**3,338**	**2,707**
General Fund Revenue - CW	28,750	35,980	39,206	39,206	44,013
General Fund Revenue - CW - CBO	107	107	107	107	107
General Fund Revenue - CW - Fairchild	378	378	378	378	378
General Fund Revenue - UMSA	27,536	23,417	20,812	20,812	23,571
TOTAL GENERAL FUND REVENUE	**56,771**	**59,882**	**60,503**	**60,503**	**68,069**
Transfer from CDT	500	500	500	500	500
Transfer from DERM for Natural Areas Mgmt. (NAM)	250	0	0	0	0
Transfer from Solid Waste for M.E. Thompson - NAM	100	50	50	50	50
Transfer from the Maritime Park Arena (Miami Heat) Trust	0	0	250	0	0
Transfer of Minimum Guarantee from Marina Non-MOU to Admin.	2,120	2,242	2,088	2,088	2,088
Transfer from Marina Non-MOU to Park Ops	705	596	0	612	452
Intrafund transfer from Golf to Park Ops	0	0	568	0	0
Intrafund transfer from Park Ops to Golf	0	440	0	0	0
Sports Commission Deposit	250	0	0	0	0
Sports Commission Reduction to Revenue	0	-250	0	0	0
Other Revenues - Trust Funds (Zoo)	135	128	0	0	0
Other Revenues - Special Assessments (STD)	1,764	2,389	3,030	2,809	3,123
Other Revenues - Interest (STD)	28	20	21	35	26
CBOs Revenue	109	0	0	0	0
Proprietary Fees	27,729	29,925	32,530	31,114	32,505
GRANT TOTAL REVENUE	**92,845**	**99,700**	**100,564**	**101,049**	**109,520**

RESOURCE ALLOCATION MEETING: FORM 1

GENERAL DEPARTMENTAL SUMMARY

Department: PARK AND RECREATION

Fund: 040 - General Operations, 125 - Miami Metrozoo, & 900 - Special Tax Districts

(all dollars in thousands)

EXPENDITURES BY MAJOR CATEGORY	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Personnel Costs	62,949	67,356	74,551	73,728	80,607
CBOs	235	64	307	335	307
Fairchild Tropical Gardens	385	176	378	662	378
Other Operating	36,138	41,537	39,469	40,911	41,498
Reimbursements (Planning & Development)	-12,743	-15,368	-17,239	-17,007	-18,611
Capital	354	378	1,275	1,231	228
TOTAL OPERATING EXPENDITURES	**87,317**	**94,144**	**98,741**	**99,860**	**104,407**
Golf Club of Miami Debt Service	277	259	229	322	399
Crandon Golf Clubhouse Debt Service	0	0	500	500	500
Zoo Carousel Debt Service	0	80	80	80	80
STD Contingency Reserve	0	0	446	1,464	1,427
Transfer to Marina MOU Capital Subfund	769	843	0	1,043	1,042
Transfer from Marina Non-MOU to Park Ops	705	596	0	612	623
Reserve for future Marina MOU Capital Subfund	0	0	0	1,043	1,042
CBO Reserve	0	0	0	200	0
Intrafund transfer from Park Ops to Golf	0	440	0	0	0
Intrafund transfer from Golf to Park Ops	0	0	568	0	0
TOTAL EXPENDITURES	**89,068**	**96,362**	**100,564**	**105,124**	**109,520**
Cash Position					
REVENUES LESS EXPENDITURES	**3,777**	**3,338**	**0**	**-4,075**	**0**
Revenue to the General Fund	0	0	0	0	0
Full-time positions approved =	1,135	1,189	1,206	1,214	1,214
Net full-time positions funded =	1,044	1,094	1,114	1,122	1,122
	8.00%	8.00%	7.60%	7.60%	7.60%
Part-time FTEs =	671	645	628	627	682
Temp Agency FTEs =					

* If department administers other reserve funds, please provide detailed documentation

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Park Operations
Index Codes: Various divisions and index codes
Department: Park and Recreation
Fund: 040

A) ISSUES OF THIS PROGRAM

Includes cost of the office of the Assistant Director for Operations, operations management, region offices, park security, boxing center, campgrounds, equestrian center, tennis tournament, track and field, trail glades range, tennis centers, programming partnerships, custodial/janitorial, concessions, toll booth operation, atoll pools, beach maintenance, utilities (electrical, water & sewer, and waste collection), telephone services, water treatment services, exterminator services, elevator maintenance, fire services, security services, and special tax district management (no impact to general fund).

FY 04-05 end of year projection for the Tennis Center (includes the tournament) is anticipated to exceed budget by a net $466,500. FY 05-06 is budgeted with a net shortfall of $642,100).

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual [1]	FY 2003-04 Actual [1]	FY 2004-05 Budget [1]	FY 2004-05 Projection [1]	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover - Subfund 001	-347	66	0	0	0
Carryover - N & J Reach	0	240	0	47	0
Carryover - Start-up Equipment	0	307	0	0	0
General Fund Revenue - CW	5,644	7,375	11,556	11,556	13,665
General Fund Revenue - UMSA	12,180	9,784	6,386	6,386	8,618
Transfer from the Convention Development Tax	500	500	500	500	500
Transfer from Marina Non-MOU	282	0	0	89	452
Intrafund transfer from Golf	0	0	568	0	0
Intrafund transfer from Marina	0	0	419	0	0
Proprietary Fees	9,985	9,515	10,436	8,963	9,115
TOTAL REVENUE	**28,244**	**27,787**	**29,865**	**27,542**	**32,350**
EXPENDITURES BY MAJOR CATEGORY					
Personnel Costs	18,260	18,030	18,807	19,639	21,365
Operating Costs	9,372	9,270	10,141	10,354	10,985
Capital - Park Furnishings and Start-up Equipment	0	0	917	917	0
TOTAL OPERATING EXPENDITURES	**27,632**	**27,300**	**29,865**	**30,910**	**32,350**
Debt Service	0	0	0	0	0
Reserves	0	0	0	0	0
Intrafund transfers to Golf	0	440	0	0	0
TOTAL EXPENDITURES	**27,632**	**27,740**	**29,865**	**30,910**	**32,350**
Cash Position					
REVENUES LESS EXPENDITURES	**613**	**47**	**0**	**-3,368**	**0**
Revenue to the General Fund	0	0	0	0	0

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Park Operations
Index Codes: Various divisions and index codes

Department: Park and Recreation
Fund: 040

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	303	306	316	322	322
Net full-time positions funded =	279	285	292	298	298
Budgeted Attrition Percent =	8.00%	7.00%	7.50%	7.50%	7.50%
Part-time FTEs =	235	226	212	211	216
Temp Agency FTEs =					

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Number of Park Watch Programs (Security)	0	1	22	12	18	RC1:1-1	
Number of Park Sites Where Lighting Has Been Changed (Security)	n/a	n/a	25	25	25	RC1:1-1	
Boxing Registrations	328	205	330	207	209	RC3:3-1	
Campground Rentals (L & P Thompson)	36,489	31,329	36,900	31,600	31,900	RC3:3-1	
Equestrian Center Rentals	42	33	43	33	34	RC3:3-1	
Track & Field Rentals	58	63	59	64	65	RC3:3-1	
Tennis Court Rentals	16,682	14,380	16,800	14,500	14,600	RC3:3-1	
Trail Glades Range Admissions	18,738	15,404	18,900	15,600	15,800	RC3:3-1	
Walking Club Registrations	432	497	441	500	505	RC3:3-1	

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1	**New/Expanded Facilities** - North Trail Park (#76) - open, operate and maintain the new medium recreation center and basketball court	0	437	0	437	4	RC1:1-6	
1	**New/Expanded Facilities** - Westwind Lakes Park (#82)- open, operate and maintain the new medium recreation center and development of 14.3 acre park	0	193	0	193	2	RC1:1-6	
1	**New/Expanded Facilities** - Southern Estates Park - operate and maintain the new lighted parking lot and lighted walkways	0	12	0	12	0	RC1:1-6	
1	**New/Expanded Facilities** - Sandpiper Park - operate and maintain the restroom building	0	5	0	5	0	RC1:1-6	
1	**New/Expanded Facilities** - Little River Park (#97) - open, operate and maintain the new recreation center	0	23	0	23	0	RC1:1-6	

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Park Operations
Index Codes: Various divisions and index codes

Department: Park and Recreation
Fund: 040

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1	**New/Expanded Facilities** - Martin Luther King Park (#95) - open, operate and maintain the new medium recreation center	0	261	0	261	2	RC1:1-6	
1	**New/Expanded Facilities** - Gwen Cherry Park - operate and maintain the new lighted parking lot and the renovation and reopening of the restroom building	0	15	0	15	0	RC1:1-6	
1	**New/Expanded Facilities** - Highland Oaks Park - open, operate and maintain the new recreation center (#65) and walkway lighting (#172)	0	56	0	56	1	RC1:1-6	Budgeted for 4 months - completion date is estimated by May 2006.
1	**New/Expanded Facilities** - Ives Estates Park/Tennis Ctr - open, operate and maintain the ballfield complex (#202) and parking lot lighting (#173)	268	0	0	268	3	RC1:1-6	Budgeted for 7 months - completion date is estimated by Feb. 2006.
1	**New/Expanded Facilities** - Ojus Park (#174) - operate and maintain the new lighting for the basketball court and walkway	0	14	0	14	0	RC1:1-6	
1	**New/Expanded Facilities** - Trail Glades (#175-177) - open, operate and maintain the Skeet House #1, Restroom Trailer and parking lot lighting	37	0	0	37	0	RC1:1-6	
1	**New/Expanded Facilities** - Cherry Grove Park (#156) - open, operate and maintain the new picnic shelter	0	4	0	4	0	RC1:1-6	
1	**New/Expanded Facilities** - Continental Park (#90) - open, operate and maintain the new Dice House	0	54	0	54	1	RC1:1-6	
1	**New/Expanded Facilities** - West Perrine Park (#75) - open, operate and maintain the new recreation center	0	40	0	40	1	RC1:1-6	
1	**New/Expanded Facilities** - Goulds Park (#41) - open, operate and maintain the new Goulds Gym Wing (phase 2) expansion (additional 10,400 sq. ft.)	0	195	0	195	2	RC1:1-6	
1	**New/Expanded Facilities** - Naranja Lakes Park (#188) - operate and maintain the new playground and walkways	0	5	0	5	0	RC1:1-6	

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Park Operations
Index Codes: Various divisions and index codes

Department: Park and Recreation
Fund: 040

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1	**New/Expanded Facilities** - Redland Fruit & Spice Park (#106) - open, operate and maintain the new Tea Room / Snack Bar	278	0	0	278	1	RC1:1-6	
1	**New/Expanded Facilities** - South Dade Park (#187) - operate and maintain the new walkway and parking lot lighting	0	9	0	9	0	RC1:1-6	
1	**New/Expanded Facilities** - Royal Colonial Park - operate and maintain the renovation of the vacant building for the Region 5 Office relocation	0	7	0	7	0	RC1:1-6	
12	**Park Sales Manager** (#170) - to handle corporate sales, sponsorship of events, reservations and bookings of facilities, group bookings, selling booths to vendors (during events), etc. This position will be a revenue generating initiative for the department.	33	18	0	50	1	RC1:1-5	budgeted for 8 months
6	**Volunteer Coordinator** (#169) - to establish and oversee the Department's volunteer network, enhance the Adopt-a-Park program, and establish corporate/public/private partnerships. The efficient scheduling, training and supervision of the Departments' volunteer network will provide an enjoyable experience patrons and volunteers.	55	30	0	85	1	RC2:2-1	The impact will be a reduction in unmet recreational/cultural needs and a reduction in operating cost.
21	**Community Special Events** (#135) - funding is requested for marketing and operating costs of ongoing community special events: Cornucopia of the Arts, In the Company of Women, Greynolds Love In, 4th of July, Cutler Days, and the Ribfest. The department's net cost for these events is estimated at $400,000. The department's expense for unreimbursed fee waivers, in-kind and sponsorships is estimated at $100,000.	500	0	0	500	0	RC1:1-5	
2	Part-time to full-time conversion - **Inventory Clerk for the Kendall Warehouse** (#24) - Currently there is a part-time inventory clerk, due to amount of supply requisitions a full-time position is needed to provide timely processing to the parks/facilities. The p/t position will be eliminated and the f/t position will be added without a cost by increasing the reimbursements.	12	6	-18	0	1	RC1:1-4	

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Park Operations
Index Codes: Various divisions and index codes
Department: Park and Recreation
Fund: 040

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
2	Part-time to full-time conversion - **Custodial Worker at Amelia Earhart Park** (#44)	0	0	0	0	1	RC1:1-1	No cost - deleting (2) P/T Park Service Aide and adding (1) F/T Custodial Worker.
5	**Custodial/Janitorial Needs** (#190) - Countywide parks (phase 1) - provide needed custodial/janitorial staff at A. Earhart, Haulover, Matheson Hammocks, Black Point and Kendall Indian Hammocks Parks.	369	0	0	369	10	RC1:1-1	
4	**Lifeguard staff at Matheson Hammock Park Atoll Pool (#81) -** (1) P/T Pool/Lake Lifeguard 3 is necessary to meet the standard for safe operation. A minimum of (2) lifeguards are required at all times during operating hours and additional lifeguards are needed during peak time for the three lifeguard stands and a roving lifeguard to patrol the beach. (2) lifeguards must be present at all times to meet emergency protocol such as contacting EMS, 2 person CPR, and 2 person backboarding (spinal injury management).	21	0	0	21	0	RC3:3-1	
4	**Lifeguard staff at Homestead Bayfront Park Atoll Pool (#116) -** (1) F/T Lifeguard 1 to meet the is necessary to meet the standard for safe operation. A minimum of (2) lifeguards are required at all times during operating hours and additional lifeguards are needed during peak time for the three lifeguard stands and a roving lifeguard to patrol the beach. (2) lifeguards must be present at all times to meet emergency protocol such as contacting EMS, 2 person CPR, and 2 person backboarding (spinal injury management).	44	0	0	44	1	RC3:3-1	
23	**Park Security Supervisors (#206) -** (6) F/T Supervisors for (50+) night time guards at the metropolitan and district parks	394	0	0	394	6	RC3:1-1	
17	**Security Needs - Clothing Optional Beach at Haulover Park** (#59) - provide security for 5 hours per day (7 days per week) with (2) part-time Guards	22	0	0	22	0	RC3:1-1	

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Park Operations
Index Codes: Various divisions and index codes

Department: Park and Recreation
Fund: 040

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
0	**Doral Special Tax District** - transfer (6) full-time positions from the Doral Special Tax District (Fund 900) to continue performing landscape maintenance functions under the Special Tax Management Office (Division 29).				0	6	RC1:1-1	
1	**Tennis Tournament** - provide funding for the net expense or move out of Fund 040/001	500	0	0	500	0	RC1:1-1	
10	**Reduce marketing funds** - eliminate all marketing funds in the operating regions and 75% of the funds in the Office of the Assistant Director for Operations - eliminate all flyers, brochures and print material for all community events and programming	67	12	0	79	0	RC3:3-1	
14	**Ballfield Maintenance** - ballfield and turf maintenance to be covered under funding for facility maintenance	175	75	0	250	0	RC1:1-1	

Notes:
[1] FY 02-03 and FY 03-04 Actual Expenditures are a calculated allocation based on actual expenditures.

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Grounds Maintenance
Index Codes: Various divisions and index codes

Department: Park and Recreation
Fund: 040 - General Operations

A) ISSUES OF THIS PROGRAM

Includes grounds maintenance provided by roving crews, staff assigned to individual parks to provide grounds maintenance, natural areas management, landscape agency (no impact to general fund), and tree crews.

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual [1]	FY 2003-04 Actual [1]	FY 2004-05 Budget [1]	FY 2004-05 Projection [1]	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover - Subfund 001	-243	0	0	0	0
General Fund Revenue - CW	3,262	4,343	5,449	5,449	5,639
General Fund Revenue - UMSA	6,136	5,157	5,054	5,054	5,230
Transfer from DERM for Natural Areas Mgmt. (NAM)	250	0	0	0	0
Transfer from Solid Waste for M.E. Thompson - NAM	100	50	50	50	50
Proprietary Fees - NAM	44	73	40	40	40
Proprietary Fees - Landscape Agency	492	443	422	422	422
TOTAL REVENUE	**10,043**	**10,066**	**11,015**	**11,015**	**11,381**
EXPENDITURES BY MAJOR CATEGORY					
Personnel Costs	8,036	8,055	8,813	8,791	9,107
Operating Costs	2,007	2,012	2,201	2,196	2,275
TOTAL OPERATING EXPENDITURES	**10,043**	**10,066**	**11,015**	**10,987**	**11,381**
Debt Service	0	0	0	0	0
Reserves	0	0	0	0	0
Transfers	0	0	0	0	0
TOTAL EXPENDITURES	**10,043**	**10,066**	**11,015**	**10,987**	**11,381**
Cash Position					
REVENUES LESS EXPENDITURES	**0**	**0**	**0**	**28**	**0**
Revenue to the General Fund	0	0	0	0	0

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Grounds Maintenance
Index Codes: Various divisions and index codes
Department: Park and Recreation
Fund: 040 - General Operations

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	238	246	251	251	251
Net full-time positions funded =	219	226	231	231	231
Budgeted Attrition Percent =	8.00%	8.00%	8.00%	8.00%	8.00%
Part-time FTEs =	52	37	25	25	31
Temp Agency FTEs =					

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Average score in facility inspections (Sparkle Tours)	3.25	3.10	3.08	3.08	3.08	RC1:1-1	
Acreage of Exotic Plant Control		1,466	1,807	1,807	1,807	RC1:1-2	

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1	**New/Expanded Facilities** - Meditation Park (#58) - maintain this recently developed property with access control	0	16	0	16	0	RC1:1-1	
1	**New/Expanded Facilities** - Area 324 (#189) - provide grounds maintenance for this recently acquired property	2	0	0	2	0	RC1:1-1	
1	**New/Expanded Facilities** - Tamiami Park (#94) - (4) new lighted fields, lighted parking lot, access control, pathways, shelter and restroom bldg.	139	0	0	139	1	RC1:1-1	

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Grounds Maintenance
Index Codes: Various divisions and index codes
Department: Park and Recreation
Fund: 040 - General Operations

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
16	**Crew for Country Club of Miami - South Course** (#51) - Current level of grounds maintenance is provided by the Region 1 Roving Crew by bush-hogging once a month. Regular inspections of the 120+ acre abandoned golf course reveal that the lack of a daily presence has resulted in a variety of undesirable issues such as, exotic infestation, vandalism, homeless encampments, paintball and ATV activity, illegal construction and residential dumping. Funding is requested for (1) F/T Landscape Supervisor 1, (1) Auto Equip Operator, (2) Park Attendants ($140,100); operating costs/natural areas maint. ($42,400); and start-up equipment ($213,000).	396	0	0	396	4	RC1:1-1	
7	**Ballfield Maintenance** (#124) - funding is requested for (2) Park Attendants and (1) Auto Equipment Operator to assist the Ballfield Maintenance Supervisor and enhance the maintenance and renovation of ballfield diamonds. This will enable the establishment of a ballfield and renovation schedule that will increase playable time and reduce wear and tear on fields. Start-up equipment ($90,000). Current inventory of baseball/softball fields is 112 and with the current level of funding only 8 fields/year are adequately maintained and renovated. This enhancement will provide maintenance and renovation of 42 fields/year.	137	74	0	211	3	RC1:1-1	
8	**Ballfield Turf Enhancements** (#194) - funding is requested for fertilizer ($74,000) to deliver improved quality of turf grass playing surface. Preventive and prescription turf management requires a higher level of regular fertilization.	48	26	0	74	0	RC1:1-1	

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Grounds Maintenance
Index Codes: Various divisions and index codes
Department: Park and Recreation
Fund: 040 - General Operations

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
24	**Litter Removal Roving Crews** (#129) - 5 crews (1 crew per region) for neighborhood parks to enhance the appearance by providing additional pick sticking, litter removal and trash pick-up. Personnel costs ($296,316); operating costs ($70,500) and start-up capital ($150,000). - Each crew will have (2) F/T Park Attendants except Region 3 will only have (1) F/T Park Attendant. These crews will provide an enhanced level of service to neighborhood parks with at least one additional litter and trash pick-up per week per park. Region 3 will provide at least two to three additional litter and trash pick-up per week per park. In addition, these crews will respond to request/demands as needed.	0	517	0	517	9	RC1:1-1	

PROGRAM INFORMATION

Activity: Grounds Maintenance
Index Codes: Various divisions and index codes
Department: Park and Recreation
Fund: 040 - General Operations

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
15	**Grounds Maintenance Roving Crew** additional reductions resulting in a **25% decrease** in the number of cycles provided. A typical cycle consists of large turf area mowing, trim mowing with push mowers, weed eating, edging, litter pick-up, and debris removal. A roving crew maintains an average of 27 sites, 26 times a year. All areas receive a minimum of once per week litter pick up and trash can emptying. Other tasks performed include fertilization; pesticide/herbicide applications; certification; verticutting; irrigation calibration/operation; pressure cleaning of courts, shelters and buildings; playground sand sifting; ball diamond clay maintenance; and provide support for all programming partnerships (CBO), recreation and sports programming logistical needs. As a result of the reduction, the strategy will be to provide the core functions at community parks of weekly litter removal, large area mowing, ballfield turf and clay maintenance for programs, fertilization, herbicide/pesticide application and playground sand sifting. The reductions at community parks will occur in the trim work and detail work of weed eating, edging and mowing. In order to maintain core functions, cycles will be reduced by 30-40% at non-programmed neighborhood park sites. An example of such an arrangement would be keeping McMillan Park or Sgt. Delancy Park on a typical schedule with a 20% reduction in weed eating and trim work and reducing frequency of cyclical grounds maintenance at non-staffed sites such as Roberta Hunter from 20 to 14 cycles and at Lago Mar from 26 to 18 cycles. The total number of cycles currently provided (4,654) will be reduced by approximately 1,165 cycles.	0	1,270	0	1,270	TBD	RC1:1-1	

Notes:

[1] FY 02-03 and FY 03-04 Actual Expenditures are a calculated allocation based on actual expenditures.

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Facility Maintenance
Index Codes: PRECNS327547 & PRECNS327548

Department: Park and Recreation
Fund: 040

A) ISSUES OF THIS PROGRAM

Includes funds allocated to planned facility maintenance ($2.553 million) and emergency repairs ($1.96 million). Does not include Facility Maintenance for Golf, Marina, and Deering.

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	0	0	0	0	0
General Fund Revenue - CW	2,820	3,645	3,122	3,122	3,122
General Fund Revenue - UMSA	1,267	1,638	1,391	1,391	1,391
Other Revenues	0	0	0	0	0
TOTAL REVENUE	**4,087**	**5,283**	**4,513**	**4,513**	**4,513**
EXPENDITURES BY MAJOR CATEGORY					
Personnel Costs	0	0	0	0	0
Administrative Reimbursement	0	0	0	0	0
Operating Costs	4,087	5,283	4,513	4,513	4,513
Capital	0	0	0	0	0
TOTAL OPERATING EXPENDITURES	**4,087**	**5,283**	**4,513**	**4,513**	**4,513**
Debt Service	0	0	0	0	0
Reserves	0	0	0	0	0
Transfers	0	0	0	0	0
TOTAL EXPENDITURES	**4,087**	**5,283**	**4,513**	**4,513**	**4,513**
Cash Position					
REVENUES LESS EXPENDITURES	**0**	**0**	**0**	**0**	**0**
Revenue to the General Fund	0	0	0	0	0

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	109	109	111	110	110
Net full-time positions funded =	109	109	111	110	110
Budgeted Attrition Percent =	0.00%	0.00%	0.00%	0.00%	0.00%
Part-time FTEs =	0	0	0	0	0
Temp Agency FTEs =	0	0	0	0	0

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Facility Maintenance
Index Codes: PRECNS327547 & PRECNS327548

Department: Park and Recreation
Fund: 040

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Number of Facility Renovations	22	26	19	25	27	RC1:1-1	
Number of park facilities visited for maintenance of irrigation systems		45	50	50	50	RC1:1-1	
Number of park facilities visited for building security lighting	n/a	n/a	25	25	25	RC1:1-1	Initiated program in FY 04-05
Number of Routine Maintenance Work Orders	3,006	2,322	2,713	2,200	2,100	RC1:1-1	

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
25	**Expand Building Security Lighting Program** - if funding is approved, 50 parks will be visited annually to troubleshoot existing problems, relamp and rewire as needed. Current level of service is 25 parks annually.	71	29	0	100	0	RC1:1-1	
26	**Expand Irrigation Program** - if funding is approved, 100% of the existing inventory will be serviced. Current level of service is 56% of existing inventory.	71	29	0	100	0	RC1:1-1	

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
None							

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Park Programming
Index Codes: Various divisions and index codes

Department: Park and Recreation
Fund: 040

A) ISSUES OF THIS PROGRAM

Includes summer camps, after school programs, sports development programs, seniors program, Crandon nature center, eco adventures, learn to swim program, leisure access programs, sailing program, and turtle program.

The department continues to actively pursue funding from The Children's Trust to provide quality programming to elementary and middle school children with developmental and physical disabilities up to 18 years of age.

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual [1]	FY 2003-04 Actual [1]	FY 2004-05 Budget [1]	FY 2004-05 Projection [1]	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover - Subfund 001	-104	0	0	0	0
General Fund Revenue - CW	1,741	2,456	2,346	2,346	2,664
General Fund Revenue - UMSA	3,436	2,883	3,505	3,505	3,981
Proprietary Fees	2,747	2,638	2,394	2,535	2,666
Transfer from the Maritime Park Arena (Miami Heat) Trust	0	0	250	0	0
TOTAL REVENUE	**7,820**	**7,978**	**8,495**	**8,386**	**9,311**
EXPENDITURES BY MAJOR CATEGORY					
Personnel Costs	6,618	6,752	7,189	7,253	7,880
Operating Costs	1,202	1,227	1,306	1,288	1,432
Capital	0	0	0	0	0
TOTAL OPERATING EXPENDITURES	**7,820**	**7,978**	**8,495**	**8,541**	**9,311**
Debt Service	0	0	0	0	0
Reserves	0	0	0	0	0
Transfers	0	0	0	0	0
TOTAL EXPENDITURES	**7,820**	**7,978**	**8,495**	**8,541**	**9,311**
Cash Position					
REVENUES LESS EXPENDITURES	**0**	**0**	**0**	**-155**	**0**
Revenue to the General Fund	0	0	0	0	0

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Park Programming
Index Codes: Various divisions and index codes

Department: Park and Recreation
Fund: 040

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	52	55	57	57	57
Net full-time positions funded =	48	51	53	53	53
Budgeted Attrition Percent =	8.00%	7.00%	7.50%	7.50%	7.50%
Part-time FTEs =	188	185	175	175	213
Temp Agency FTEs =	0	0	0	0	0

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Summer Camp Registrations	10,318	9,566	8,810	9,700	9,800	RC3:3-1	
After School Registrations	975	1,297	989	1,310	1,325	RC3:3-1	
Sports Development Registrations	2,352	2,057	1,784	2,100	2,100	RC3:3-1	
Senior Program Registrations	361	129	368	130	131	RC3:3-1	
Eco-Adventures Participants	7,612	14,324	7,700	14,500	14,600	RC3:3-1	
Learn-to-Swim Registrations	9,076	8,614	9,258	8,700	8,800	RC3:3-1	
Leisure Access Registrations	4,779	5,796	4,875	5,860	5,900	RC3:3-1	
Sailing Program Registrations	6	10	7	10	10	RC3:3-1	
Turtle Program Registrations	14	18	15	18	18	RC3:3-1	

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1	**New/Expanded Facilities** - North Trail Park (#76) - establish after school programming and seasonal programming to a target of 30 registrants at the new medium recreation center	0	62	0	62	0	RC3:3-1	(2) P/T Park Service Aides, commodities and 15-passenger van (start-up)
1	**New/Expanded Facilities** - Westwind Lakes Park (#82)- establish after school programming and seasonal programming to a target of 30 registrants at the new medium recreation center	0	53	0	53	0	RC3:3-1	Increase part-time hours for Park Operations staff and (2) 15-passenger vans (start-up)
1	**New/Expanded Facilities** - Little River Park (#97) - provide programming at the new recreation center with (1) F/T Recreation Leader	0	34	0	34	1	RC3:3-1	

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Park Programming
Index Codes: Various divisions and index codes

Department: Park and Recreation
Fund: 040

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1	**New/Expanded Facilities** - Rockway Pool (#96) - year-round expansion - expand learn-to-swim lessons with (1) year-round P/T Swim Instructor	0	13	0	13	0	RC3:3-1	
1	**New/Expanded Facilities** - Tropical Estates Pool (#78) - year-round expansion - expand learn-to-swim lessons with (2) seasonal P/T Swim Instructors and (1) year-round P/T Swim Instructor	0	21	0	21	0	RC3:3-1	
1	**New/Expanded Facilities** - Goulds Park (#41) - expand programming at the new Goulds Gym Wing (phase 2) expansion (additional 10,400 sq. ft.) that include (6) programming rooms with (2) F/T Recreation Specialist 1	0	87	0	87	2	RC3:3-1	These additional positions will allow for expanded hours of operation (an additional 5 hours on weekdays and 10 hours on weekends).
2	Recreation Specialist for **Leisure Access** (Region 5 Area) - (#192)	42	0	0	42	1	RC3:3-1	Funding provided by the Community Action Agency.
2	Recreation Specialist for **Leisure Access** (Region 2 Area) - (#193)	40	0	0	40	1	RC3:3-1	Funding provided by The Children's Trust.
18	**Eco-Adventures Programming** (#112) - funding is requested for (1) F/T Recreation Leader and (1) Recreation Specialist 1 to enhance operations, promote services to local/corporate markets, conduct new eco-tours, assist in field coordination, and utilize the centralized reservation system.	81	0	0	81	2	RC3:3-1	Anticipated revenue will cover the cost of this request.
11	**Senior Programming** (#121) - establish Senior Programs at the following 5 sites: Martin Luther King, Modello, West Perrine, Westwind Lakes and Goulds Park. Target 10-15 registrants per site. Provide a variety of activities to include: dance lessons, arts and crafts, walking, sewing, excercise sessions, field trips, oil painting, card/board games, etc.	0	203	0	203	5	RC3:3-1	Currently offering Senior Programs at 6 sites to approximately 132 registrants.

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Park Programming
Index Codes: Various divisions and index codes

Department: Park and Recreation
Fund: 040

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
4	**After School Programming** - eliminate all after school programs - will not provide this program to the target of 1,325 registrants - part-time hours will be reduced by 91,853 (44 FTEs).	9	728	412	1,149	0	RC3:3-1	The "Other Cost" column reflects proprietary fees generated by After School Programs. Total cost excludes full-time personnel costs.
5	**Sports Development Programming** - eliminate all sports development programs - will not provide this program to the target of 2,100 registrants - part-time hours will be reduced by 59,134 (28 FTEs).	15	799	0	814	0	RC3:3-1	There is no revenue loss since this a free program. Total cost excludes full-time personnel costs.
7	**Summer Programming** - eliminate all summer camps - will not provide this program to the target of 9,800 registrants - part-time hours will be reduced by 183,000 (87 FTEs).	86	924	1,931	2,941	0	RC3:3-1	The "Other Cost" column reflects proprietary fees generated by Summer Programs. Total cost excludes full-time personnel costs.

Notes:
[1] FY 02-03 and FY 03-04 Actual Expenditures are a calculated allocation based on actual expenditures.

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Arts and Culture
Index Codes: Division 22

Department: Park and Recreation
Fund: 040

A) ISSUES OF THIS PROGRAM

Includes division management, arts in the parks program, arts and culture after school and summer programs, custodial maintenance of facilities, and operation of the African Heritage Cultural Arts Center, the Joseph Caleb Auditorium, and the Miami Dade County Auditorium.

The Florida Grand Opera has confirmed their departure by May 2006 to the new Performing Arts Center in downtown. With the loss of the opera as a primary lessee, the Miami-Dade County Auditorium is requesting funds to implement other revenue generating options.

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	0	0	0	0	0
General Fund Revenue - CW	1,507	2,486	2,819	2,819	2,861
General Fund Revenue - UMSA	948	517	174	174	176
Proprietary Fees	1,014	1,166	1,117	1,183	1,277
TOTAL REVENUE	**3,469**	**4,169**	**4,110**	**4,176**	**4,314**
EXPENDITURES BY MAJOR CATEGORY					
Personnel Costs	2,437	2,751	2,955	3,028	3,074
Operating Costs	1,023	1,415	1,155	1,260	1,240
Capital	9	3	0	7	0
TOTAL OPERATING EXPENDITURES	**3,469**	**4,169**	**4,110**	**4,296**	**4,314**
Debt Service	0	0	0	0	0
Reserves	0	0	0	0	0
Transfers	0	0	0	0	0
TOTAL EXPENDITURES	**3,469**	**4,169**	**4,110**	**4,296**	**4,314**
Cash Position					
REVENUES LESS EXPENDITURES	**0**	**0**	**0**	**-120**	**0**
Revenue to the General Fund	0	0	0	0	0

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	37	39	40	40	40
Net full-time positions funded =	34	36	37	37	37
Budgeted Attrition Percent =	7.00%	7.00%	7.00%	7.00%	7.00%
Part-time FTEs =	31	33	31	31	29
Temp Agency FTEs =	0	0	0	0	0

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Arts and Culture
Index Codes: Division 22

Department: Park and Recreation
Fund: 040

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Arts Summer Camp Registrations	486	411	496	415	419	RC3:3-1	
Arts After School Registrations	171	148	174	149	150	RC3:3-1	
Number of Collaboration Projects	0	2	2	3	3	RC1:1-5	
Average Number of Arts and Cultural Program Initiatives at Park Sites (expand pr	5	12	10	13	15	RC1;1-3	

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
9	**Film Equipment - Dade County Auditorium** (#123) - The film equipment is needed to respond to the growing number of requests by renters allowing the Auditorium to expand into the film market and for the Auditorium to compete in this market. The Florida Grand Opera has confirmed their departure by May 2006 to the new Performing Arts Center in downtown. Therefore, the film equipment must be purchased and installed before this date to allow the facility to immediately fill the needs. The film equipment will be used as a rental incentive for meetings, movie premieres and festivals as well as it's own revenue generator by providing film programs to the public. The addition of this equipment to the inventory of the Auditorium will offset some of the loss of revenue from the departure of the Florida Grand Opera and would create a presence for MDCA in the international cultural arena being developed in South Florida.	250	0	0	250	0	RC3:3-1	Funding is requested to purchase, deliver and install the state-of-the-art multi-media projection system to enhance marketing capabilities.
22	**Air Handler and Energy Management System - Dade County Auditorium** - replace the existing custom-made air handling units and provide a new energy management system with direct digit of control. Cost includes purchase, installation, design, permitting and project management.	500	0	0	500	0	RC3:3-1	
2	Part-time to full-time conversion - **Recreation Leader at Dade County Auditorium** (#28) - This position will act as House Manager and will be responsible for ushers, ticket takers, concession and item sales, security and paramedic personnel.				0	1	RC3:3-1	

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Arts and Culture
Index Codes: Division 22

Department: Park and Recreation
Fund: 040

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
2	Part-time to full-time conversion - **Park Attendant at the Raices Program** (#91) - This position will be responsible for the custodial/janitorial needs at Miller Drive and Westwood Parks.				0	1	RC1:1-1	
2	Part-time to full-time conversion - **Maintenance Repairer at Caleb Auditorium** (#92) - This position is needed to handle the facility maintenance problems that come up and need immediate resolution.				0	1	RC1:1-1	

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
6	**Arts and Culture After School Programs** - eliminate all after school programs and will not serve the target of 150 registrants - part-time hours will be reduced by 19,406 (9 FTEs).	170	68	84	323	0	RC3:3-1	The "Other Cost" column reflects proprietary fees generated by After School Programs. Total cost excludes full-time personnel costs.
8	**Arts and Culture Summer Programs** - eliminate all summer programs and will not serve the target of 420 registrants - part-time hours will be reduced by 11,710 (5 FTEs).	5	23	152	181	0	RC3:3-1	The "Other Cost" column reflects proprietary fees generated by Summer Programs. Total cost excludes full-time personnel costs.
9	**Discontinue operating, maintaining and programming at Joseph Caleb Auditorium.**	310	0	100	410	TBD	RC3:3-1	

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Arts and Culture
Index Codes: Division 22

Department: Park and Recreation
Fund: 040

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
11	**Reduce marketing funds -** a 45% reduction will result in not being able to promote events through the press, radio, and printed materials, which will result in lower attendance and loss of revenues. The season brochure and the brochures provided at both auditoriums will be eliminated, which will reduce attendance, prospective rentals, and clients and impact revenues.	43	0	0	43	0	RC3:3-1	

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Pools
Index Codes: Various divisions and index codes
Department: Park and Recreation
Fund: 040

A) ISSUES OF THIS PROGRAM

Includes operation of fourteen (14) pools: eight (8) seasonal pools and six (6) year round pools.

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual [1]	FY 2003-04 Actual [1]	FY 2004-05 Budget [1]	FY 2004-05 Projection [1]	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	0	0	0	0	0
General Fund Revenue - CW	451	479	617	617	535
General Fund Revenue - UMSA	1,619	1,467	1,439	1,439	1,250
Proprietary Fees	331	349	293	328	339
TOTAL REVENUE	**2,400**	**2,294**	**2,349**	**2,384**	**2,124**
EXPENDITURES BY MAJOR CATEGORY					
Personnel Costs	1,761	1,684	1,724	1,615	1,559
Operating Costs	639	611	625	585	565
Capital	0	0	0	0	0
TOTAL OPERATING EXPENDITURES	**2,400**	**2,294**	**2,349**	**2,200**	**2,124**
Debt Service	0	0	0	0	0
Reserves	0	0	0	0	0
Transfers	0	0	0	0	0
TOTAL EXPENDITURES	**2,400**	**2,294**	**2,349**	**2,200**	**2,124**
Cash Position					
REVENUES LESS EXPENDITURES	**0**	**0**	**0**	**184**	**0**
Revenue to the General Fund	0	0	0	0	0

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	6	6	7	7	7
Net full-time positions funded =	6	6	7	7	7
Budgeted Attrition Percent =	2.00%	2.00%	2.00%	2.00%	2.00%
Part-time FTEs =	44	44	43	43	44
Temp Agency FTEs =	0	0	0	0	0

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Pools
Index Codes: Various divisions and index codes

Department: Park and Recreation
Fund: 040

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Number of Pool Rentals	40	70	41	71	72	RC3:3-1	
Public Swim Attendance		23,927	24,200	24,200	24,500	RC3:3-1	
Summer Camp Attendance		19,058	19,400	19,400	19,700	RC3:3-1	
Swim Club Registrations		751	760	760	770	RC3:3-1	
Public School Attendance		8,096	8,300	8,300	8,400	RC3:3-1	

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1	**New/Expanded Facilities** - Rockway Pool (#96) - open, operate, staff and maintain the year-round expansion of this seasonal pool	0	167	0	167	0	RC3:3-1	
1	**New/Expanded Facilities** - Gwen Cherry Pool - open, operate, staff and maintain the new aquatic playground	0	9	0	9	0	RC3:3-1	Budgeted (1) P/T Lifeguard for 3 months - estimated completion June 2006.
1	**New/Expanded Facilities** - Tropical Estates Pool (#78) - open, operate, staff and maintain the year-round expansion of this seasonal pool	0	201	0	201	1	RC3:3-1	
1	**New/Expanded Facilities** - A.D. Barnes Pool (#68) - open, operate, staff and maintain the new aquatic playground	9	0	0	9	0	RC3:3-1	Budgeted (1) P/T Lifeguard for 3 months - estimated completion June 2006.
1	**New/Expanded Facilities** - South Dade Pool (#180/186) - open, operate, staff and maintain the new aquatic playground and renovation/relocation of the pump house	0	9	0	9	0	RC3:3-1	Budgeted (1) P/T Lifeguard for 3 months - estimated completion June 2006.

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Pools
Index Codes: Various divisions and index codes

Department: Park and Recreation
Fund: 040

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
None				0			

Notes:

[1] FY 02-03 and FY 03-04 Actual Expenditures are a calculated allocation based on actual expenditures.

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Golf
Index Codes: Division 47

Department: Park and Recreation
Fund: 040

A) ISSUES OF THIS PROGRAM

Includes operating costs for six (6) golf courses: Briar Bay, Country Club of Miami, Crandon, Greynolds, Haulover, and Palmetto.

As reflected below, the golf enterprise receives a transfer from Marina non-MOU surplus to offset the year-end projection shortfall of $523,000. The shortfall is mainly due to a negative variance of $1 million at the Country Club of Miami. The total number of rounds for FY 04-05 is budgeted at 275,000 and is projected to be at 256,000 by year end.

The Department assumed the operation of the Country Club of Miami in July 2003. The East Course opened 11/15/03 and the West Course opened in mid January 2004 for weekend use only and full operation was effective in June 2004. The fee structure as recommended by the department was implemented in FY 04-05.

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	0	0	0	0	0
General Fund Revenue - CW	142	1,170	0	0	452
Transfer from Marina Non-MOU	423	596	0	523	0
Intrafund transfer from Park Ops	0	440	0	0	0
Proprietary Fees	5,188	6,949	9,289	8,096	8,799
TOTAL REVENUE	**5,753**	**9,155**	**9,289**	**8,619**	**9,251**
EXPENDITURES BY MAJOR CATEGORY					
Personnel Costs	2,677	3,875	4,656	4,332	4,936
Administrative Reimbursement	0	0	0	0	0
Operating Costs	3,075	5,266	3,565	3,787	3,816
Capital	0	14	0	0	0
TOTAL OPERATING EXPENDITURES	**5,753**	**9,155**	**8,221**	**8,118**	**8,751**
Crandon Golf Clubhouse Debt Service	0	0	500	500	500
Intrafund Transfer to Park Ops	0	0	568	0	0
Transfers	0	0	0	0	0
TOTAL EXPENDITURES	**5,753**	**9,155**	**9,289**	**8,618**	**9,251**
Cash Position					
REVENUES LESS EXPENDITURES	**0**	**0**	**0**	**0**	**0**
Revenue to the General Fund	0	0	0	0	0

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Golf
Index Codes: Division 47

Department: Park and Recreation
Fund: 040

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	39	72	72	72	72
Net full-time positions funded =	38	71	71	71	71
Budgeted Attrition Percent =	2.00%	2.00%	2.00%	2.00%	2.00%
Part-time FTEs =	33	33	47	47	49
Temp Agency FTEs =					

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Number of Golf Rounds	201,334	255,719	275,000	256,000	266,500	RC1:1-3	

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
2	**P/T to F/T Account Clerk conversion for Crandon Golf** (#125) - needed to due to the increase in pro shop retail operations since the clubhouse opened.				0	1	RC1:1-3	No cost - part-time hours will be reduced to cover the personnel costs.
14	**Promotional Campaign for the Golf Courses** (#138) - need to promote the golf courses in a competitive market.	200	0	0	200	0	RC1:1-3	Market golf courses to be able to attract more patrons and increase revenues.

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
None							

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Marinas
Index Codes: Division 48

Department: Park and Recreation
Fund: 040

A) ISSUES OF THIS PROGRAM

Reflects the combined operating costs of all marinas - costs attributed to operating under the memorandum of understanding (MOU) and those attributed to the non-mou functions of the marinas. Revenues are net of the minimum guarantee required from the marinas under the MOU. For the past three fiscal years, the amount paid as minimum guarantee has exceeded the required amount of $2.088 million.

The Department continues to benefit from the success of the marinas under the Memorandum of Understanding (MOU). The amount paid as minimum guarantee has exceeded the projected amount for each of the last three fiscal years. A capital improvement plan for the marinas has been finalized and estimated to cost approximately $17 million. Projects are scheduled to be completed by 2010. Funds are being requested from the Sunshine State Loan Commission to expedite the completion of the projects. Payment of the Sunshine State Loan will be made from revenues generated at the marinas in excess of the minimum guarantee which are projected to increase as amenities are added.

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	
REVENUE BY MAJOR CATEGORY						
Carryover - Subfund 003 (Marinas MOU)	769	843	0	1,042	1,043	
Transfer (Park Operations)	0	0	(419)	0	0	5,766
Transfer (Minimum guarantee from MOU to Gen Costs)	(2,120)	(2,242)	(2,088)	(2,088)	(2,088)	
Proprietary Fees	6,083	7,022	5,556	6,730	6,811	
TOTAL REVENUE	**4,732**	**5,623**	**3,049**	**5,683**	**5,766**	
EXPENDITURES BY MAJOR CATEGORY						
Personnel Costs	732	1,015	1,374	1,495	1,518	
Administrative Reimbursement	0	0	0	0	0	
Operating Costs	1,656	2,040	1,672	1,487	1,535	
Capital	26	88	3	5	5	
TOTAL OPERATING EXPENDITURES	**2,415**	**3,143**	**3,049**	**2,987**	**3,058**	
Debt Service	0	0	0	0	0	
Transfer to Marina MOU Capital Subfund	769	843	0	1,042	1,043	
Reserve for future Marina MOU Capital Subfund	0	0	0	1,043	1,042	
Intrafund Transfer to Park Operations	282	0	0	89	171	
Intrafund Transfer to Golf	423	596	0	523	452	
TOTAL EXPENDITURES	**3,888**	**4,582**	**3,049**	**5,684**	**5,766**	
Cash Position						
REVENUES LESS EXPENDITURES	**843**	**1,042**	**0**	**0**	**0**	
Revenue to the General Fund	0	0	0	0	0	

C) POSITIONS FOR THIS PROGRAM

FY 2002-03	FY 2003-04	FY 2004-05	FY 2004-05	FY 2005-06

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Marinas
Index Codes: Division 48

Department: Park and Recreation
Fund: 040

	Actual	Actual	Budget	Projection	Base Budget Submission
Full-time positions approved =	10	16	17	17	17
Net full-time positions funded =	10	16	17	17	17
Budgeted Attrition Percent =	0.00%	0.00%	0.00%	0.00%	0.00%
Part-time FTEs =	25	21	21	22	22
Temp Agency FTEs =	0	0	0	0	0

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Marina Occupancy Levels	105%	105%	105%	105%	105%	RC1:1-3	

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
None							

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
None							

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Fairchild Tropical Gardens/CBO
Index Codes: PREGEN177124

Department: Park and Recreation
Fund: 040

A) ISSUES OF THIS PROGRAM

Includes allocation to CBO's from GF subsidy of $107,000 and to Fairchild Tropical Gardens of $378,000.

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover - CBO	403	384	200	428	200
Carryover - Fairchild Tropical Gardens	90	83	0	284	0
Carryover - Sports Commission	0	250	0	0	0
General Fund Revenue - CW - CBO	107	107	107	107	107
General Fund Revenue - CW - Fairchild	378	378	378	378	378
Sports Commission Deposit	250	0	0	0	0
Sports Commission Reduction to Revenue	0	-250	0	0	0
Other Revenues	109	0	0	0	0
TOTAL REVENUE	**1,337**	**952**	**685**	**1,197**	**685**
EXPENDITURES BY MAJOR CATEGORY					
Personnel Costs	0	0	0	0	0
CBOs	235	64	307	335	307
Fairchild Tropical Gardens	385	176	378	662	378
TOTAL OPERATING EXPENDITURES	**620**	**240**	**685**	**997**	**685**
Debt Service	0	0	0	0	0
Reserves	0	0	0	200	0
Transfers	0	0	0	0	0
TOTAL EXPENDITURES	**620**	**240**	**685**	**1,197**	**685**
Cash Position					
REVENUES LESS EXPENDITURES	**717**	**712**	**0**	**0**	**0**
Revenue to the General Fund	0	0	0	0	0

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Fairchild Tropical Gardens/CBO
Index Codes: PREGEN177124

Department: Park and Recreation
Fund: 040

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	0	0	0	0	0
Net full-time positions funded =	0	0	0	0	0
Budgeted Attrition Percent =	0.00%	0.00%	0.00%	0.00%	0.00%
Part-time FTEs =	0	0	0	0	0
Temp Agency FTEs =	0	0	0	0	0

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
None							

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
None							

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
None							

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Deering Estate
Index Codes: Division 51
Department: Park and Recreation
Fund: 040

A) ISSUES OF THIS PROGRAM

Includes costs associated with operating, maintaining, and programming. Attendance is projected at 5,500 in FY 04-05 and 5,600 in FY 05-06. These projections are 2% and 4%, respectively, higher than the actual attendance in FY 03-04.

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	0	0	0	0	0
General Fund Revenue - CW	1,436	1,604	1,689	1,689	1,889
Proprietary Fees	366	333	563	434	457
TOTAL REVENUE	**1,802**	**1,938**	**2,252**	**2,123**	**2,346**
EXPENDITURES BY MAJOR CATEGORY					
Personnel Costs	1,215	1,392	1,557	1,584	1,645
Administrative Reimbursement	0	0	0	0	0
Operating Costs	583	540	695	683	701
Capital	4	6	0	0	0
TOTAL OPERATING EXPENDITURES	**1,802**	**1,937**	**2,252**	**2,268**	**2,346**
Debt Service	0	0	0	0	0
Reserves	0	0	0	0	0
Transfers	0	0	0	0	0
TOTAL EXPENDITURES	**1,802**	**1,937**	**2,252**	**2,268**	**2,346**
Cash Position					
REVENUES LESS EXPENDITURES	**0**	**0**	**0**	**-144**	**0**
Revenue to the General Fund	0	0	0	0	0

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	24	24	24	24	24
Net full-time positions funded =	23	23	23	23	23
Budgeted Attrition Percent =	5.00%	5.00%	5.00%	5.00%	5.00%
Part-time FTEs =	15	14	15	15	16
Temp Agency FTEs =	0	0	0	0	0

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Deering Estate
Index Codes: Division 51
Department: Park and Recreation
Fund: 040

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Earned Revenue	$366	$333	$565	$434	$457	RC2:2-1	
Gate Admissions	5,629	5,376	7,340	5,500	5,600	RC3:3-1	

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
15	**Recreation Leader (Naturalist) for Deering Estate at Cutler** - will be responsible for increasing the school groups by 2 per month (current level = 5 per month); for increasing tour groups by 1 per month (current level = 2 per month); for increasing registrants for the summer camp by 8 per session (current level = 30 per session); for increasing teacher workshops by 1 per year (current level = 2 workshops per year); for increasing the camps that come to Deering on field trips during the summer by 8 per summer (current level = 8 per summer); will add Geology and Architecture tours (currently offering natural areas and historic building tours); will establish the Scout Badge program, Birthday Parties initiative, and the Mommy & Me toddler program.	39	0	0	39	1	RC3:3-1	

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
2	Eliminate the development and hosting of 4 public art and humanities exhibitions conducted per year.	77	0	0	77	0	RC3:3-1	
12	**Reduce marketing funds** by 27% - will directly impact several sectors (1) Magazine advertisements for the summer Kid's Camp will be eliminated (2) Magazine advertisements aimed primarily to tourists will be eliminated affecting approx. 1,500 in gate attendance (3) More than 50% of the advertisements for the signature events will be eliminated affecting appox. 3,000 patrons (4) Brochures for school field trips would be eliminated affecting approx. 1,900 children	19	0	0	19	0	RC3:3-1	

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Planning and Development

Department: Park and Recreation

Index Codes: Division: 30, 31, 32 (partial), 35, 36 & PREGEN177178, PREGEN177138, PREGEN177146, PREGEN177137, PREGEN177157, PREGEN177102, PREGEN177176, PREGEN177103

Fund: 040

A) ISSUES OF THIS PROGRAM

Divisions allocated to this function are the Assistant Director's Office for Planning & Development, Architecture & Engineering, Construction & Maintenance, Planning & Research, and Project & Management. Costs associated with these functions are 100% reimbursed by funding allocated to capital improvement projects (SNP, QNIP, Impact Fees). The subsidy reflected is used to fund activities related to projects that are not funded by capital funding sources, such as planning that is done prior to funding approval, incorporation analyses, development of plans and presentations in response to requests from the community, etc.

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	0	0	0	0	0
General Fund Revenue - CW	569	624	806	806	884
General Fund Revenue - UMSA	255	186	330	330	362
Proprietary Fees - Development Review Fees	0	0	0	16	16
TOTAL REVENUE	**824**	**810**	**1,136**	**1,152**	**1,262**
EXPENDITURES BY MAJOR CATEGORY					
Personnel Costs	10,098	11,672	13,706	13,352	14,536
Operating Costs	3,467	4,488	4,564	4,763	5,337
Reimbursements	-12,743	-15,368	-17,239	-17,007	-18,611
Capital	1	18	106	113	0
TOTAL OPERATING EXPENDITURES	**824**	**810**	**1,136**	**1,221**	**1,262**
Debt Service	0	0	0	0	0
Reserves	0	0	0	0	0
Transfers	0	0	0	0	0
TOTAL EXPENDITURES	**824**	**810**	**1,136**	**1,221**	**1,262**
Cash Position					
REVENUES LESS EXPENDITURES	**0**	**0**	**0**	**-69**	**0**
Revenue to the General Fund	0	0	0	0	0

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Planning and Development

Index Codes: Division: 30, 31, 32 (partial), 35, 36 & PREGEN177178, PREGEN177138, PREGEN177146, PREGEN177137, PREGEN177157, PREGEN177102, PREGEN177176, PREGEN177103

Department: Park and Recreation

Fund: 040

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	86	89	89	90	90
Net full-time positions funded =	84	87	89	90	90
Budgeted Attrition Percent =	2.00%	2.00%	0.00%	0.00%	0.00%
Part-time FTEs =	8	8	8	8	8
Temp Agency FTEs =	0	0	0	0	0

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Acres of Acquired Land	156.51	6.60	65	10	20	RC1:1-2	
Number of Joint-Lease Agreements (Dade County Public Schools)	4	4	5	5	5	RC1:1-2	
Number of General Park Plan Approvals/Updates	10	10	10	10	10	RC1:1-2	
Number of Responses to Constituents Inquiries	20	25	29	30	30	RC1:1-4	
Number of New Facility Completions	35	16	33	16	16	RC1:1-6	
Number of Expanded Facility Completions	11	5	10	7	9	RC1:1-6	
Number of Construction Contracts Completed	111	58	72	59	62	RC1:1-6	

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
3	**Open Space Master Plan** (#36) - Funding is requested for a multi-disciplinary team of consultants and in-house GIS support to develop the Miami-Dade County Open Space Master Plan to guide the creation of a livable community (two-year commitment FY 06 = 455,000 FY 07 = $110,000).	346	109	0	455	0	RC1:1-2	
27	**Facility Lighting** - Funding is requested to comply with the ordinance passed by BCC in 1997 (multi-year capital project). The ordinance requires more lighting intensity, which in some cases may require more lights and/or lights must be replaced with a higher intensity. This will require a study from a consultant to determine the scope of work, schedule, etc. It will require design, permitting and construction to properly comply with this mandate. Recurring costs for additional electricity consumption to be estimated after the the consultant study has been completed.	8,435	3,615	0	12,050	0	RC1:1-2	

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Planning and Development

Index Codes: Division: 30, 31, 32 (partial), 35, 36 & PREGEN177178, PREGEN177138, PREGEN177146, PREGEN177137, PREGEN177157, PREGEN177102, PREGEN177176, PREGEN177103

Department: Park and Recreation

Fund: 040

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
None							

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Administration (includes General Costs)

Index Codes: Division: 1, 10, 11, 12, 14, 15, 16, 18, 21 Index Codes: PREGEN177177

PREGEN177100, PREGEN177101, PREGEN177139, PREGEN177127, PREGEN177110, PREGEN177162, PREGEN177163, PREGEN177170, PREGEN177171, PREGEN177172, PREGEN177180, PREGEN177183

Department: Park and Recreation

Fund: 040

A) ISSUES OF THIS PROGRAM

Reflects costs associated with the administration of the department and general costs that cannot be attributed to a specific program. The department's administrative costs include the Director's Office, Office of the Assistant Director for Administration, Contract Management, Auditing, Finance, Human Resources, Procurement, Warehouse, Information Technology support, and Management & Budget. General Costs include building rental, telephones, and other building costs for the administration offices, employee DIP payments, microwave charges from ETSD, special assessments charged on some park properties, debt service, and computer and software purchases for the department.

Two full-time positions are being transferred in FY 04-05 to the 311 Answer Center. In FY 05-06, the department will continue to fund the personnel costs of these two position in the General Costs Division. However, providing these positions will not reduce the department;s need to have a position dedicated to respond to direct calls from the public. In addition, emphasis on the use of the web as the main vehicle for dissemination of information requires constant updating of the information available on the web.

On March 7, 2005, the department completed the migration of data from the HP platform to the new EAMS/Datastream system.

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover - Subfund 001	0	0	0	0	0
General Fund Revenue - CW	4,901	5,190	4,606	4,606	4,659
General Fund Revenue - UMSA	1,695	1,785	2,532	2,532	2,562
Proprietary Fees - Corporate Events	79	58	0	67	67
Transfer (Minimum guarantee from Marina MOU)	2,120	2,242	2,088	2,088	2,088
Other Revenues - Division 17	479	507	8	409	358
TOTAL REVENUE	**9,274**	**9,783**	**9,234**	**9,702**	**9,734**
EXPENDITURES BY MAJOR CATEGORY					
Personnel Costs	4,723	5,056	5,512	4,301	5,897
Administrative Reimbursement	0	0	0	0	0
Operating Costs	4,037	4,261	3,273	4,694	3,218
Capital	237	206	220	175	220
TOTAL OPERATING EXPENDITURES	**8,997**	**9,523**	**9,005**	**9,170**	**9,335**
Golf Club of Miami Debt Service	277	259	229	322	399
Reserves	0	0	0	0	0
Transfers	0	0	0	0	0
TOTAL EXPENDITURES	**9,274**	**9,782**	**9,234**	**9,492**	**9,734**
Cash Position					
REVENUES LESS EXPENDITURES	**0**	**0**	**0**	**210**	**0**
Revenue to the General Fund	0	0	0	0	0

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Administration (includes General Costs)

Index Codes: Division: 1, 10, 11, 12, 14, 15, 16, 18, 21 Index Codes: PREGEN177177

PREGEN177100, PREGEN177101, PREGEN177139, PREGEN177127, PREGEN177110, PREGEN177162, PREGEN177163, PREGEN177170, PREGEN177171, PREGEN177172, PREGEN177180, PREGEN177183

Department: Park and Recreation

Fund: 040

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	91	85	84	84	84
Net full-time positions funded =	86	81	79	79	79
Budgeted Attrition Percent =	5.00%	5.00%	6.00%	6.00%	6.00%
Part-time FTEs =	5	5	3	3	5
Temp Agency FTEs =					

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Number of Safety Injuires (Reduce)	186	170	177	167	163	RC1:1-1	
Number of Employees Trained in Customer Service	591	801	620	817	833	RC1:1-4	
Number of Grant Proposals Submitted	27	28	28	29	30	RC2:2-1	
Number of Grants Administered		28	30	30	30	RC2:2-1	
Number of Programming Partnerships (agreements)	0	4	30	34	38	RC1:1-3	
Number of Web Visitors Annually	485,815	486,016	495,500	495,700	500,700	RC3:3-1	

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Administration (includes General Costs)
Index Codes: Division: 1, 10, 11, 12, 14, 15, 16, 18, 21 Index Codes: PREGEN177177

PREGEN177100, PREGEN177101, PREGEN177139, PREGEN177127, PREGEN177110, PREGEN177162, PREGEN177163, PREGEN177170, PREGEN177171, PREGEN177172, PREGEN177180, PREGEN177183

Department: Park and Recreation
Fund: 040

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
10	**311 Answer Center Liaison & Web Site Updater** (#204) - Communications & Marketing Division will hire (1) F/T position to update the Parks web site on a daily basis and as the Department's liaison with Team Metro's 311 Answer Center.	39	12	0	51	1	RC3:3-1	
13	**Background Checks** (#3) - Employee Relations Department will be conducting national background checks on all new hires, volunteers, contractual temporary help employees, umpires and scorekeepers, and all employees assigned to The Children's Trust Program. Estimated operating costs are $89,300 based on 1,900 checks per year at a cost of $47 per employee and $37 per volunteer. (1) full-time Personnel Specialist ($44,311) to coordinate with ERD.	102	32	0	134	1	RC1:1-4	
19	Full-time **Clerk 3 for the Contract Management** Office (#205) - Currently the Contract Mgmt. Office does not have clerical support.	29	9	0	38	1	RC1:1-4	
20	**ETSD Application Support Staff** (#31) - (1) additional programmer is needed to handle the workload demands.	85	27	0	112	0	RC1:1-4	Current level of service is (3) programmers and (.5 FTE) programmer for special projects.

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Administration (includes General Costs)

Index Codes: Division: 1, 10, 11, 12, 14, 15, 16, 18, 21 Index Codes: PREGEN177177

PREGEN177100, PREGEN177101, PREGEN177139, PREGEN177127, PREGEN177110, PREGEN177162, PREGEN177163, PREGEN177170, PREGEN177171, PREGEN177172, PREGEN177180, PREGEN177183

Department: Park and Recreation

Fund: 040

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
12	**Reduce marketing funds - Communications Division** - the department conducted focus group interviews to enhance marketing initiatives and identify programs/services for the expressed needs of the target population. The study revealed that that the general public was unaware of many services, amenities and programs offered by MDPR. This allocation will be used to fulfill the department's business objectives, as highlighted in the business and strategic plans, to promote programs (summer camp, eco-adventure tours, after-school programs, Dade County Auditorium, Caleb Center, African Heritage, Trail Glades Range, Equestrian Center, etc.) and increase attendance and participation.	136	24	0	160	0	RC3:3-1	

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Miami Metrozoo
Index Codes: Division 55

Department: Park and Recreation
Fund: 125

A) ISSUES OF THIS PROGRAM

The FY 04-05 end of year projection for Metrozoo reflects a shortfall of approximately $642,000. Adjustments for Cost of Living increases, supplemental pay, and termination are projected to be approximately $70,000. An incremental expense associated with the reclassification action (selective wage adjustment) approved for Zookeepers and Senior Zookeepers effective 3-7-05 is estimated to result in an unbudgeted expense of approximately $50,000 this year. A revenue shortfall of $522,100 is attributed to lower than budgeted attendance.

The new Gateway Ticketing System (phase 1) went live at the end of April 2005.

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	-30	0	0	0	0
General Fund Revenue - CW	6,277	6,607	6,196	6,196	7,642
Trust Funds	135	128	0	0	0
Proprietary Fees	3,039	3,113	4,500	3,978	4,226
TOTAL REVENUE	**9,421**	**9,848**	**10,696**	**10,174**	**11,868**
EXPENDITURES BY MAJOR CATEGORY					
Personnel Costs	5,656	6,351	6,692	6,788	7,481
Administrative Reimbursement	0	0	0	0	0
Operating Costs	3,741	3,408	3,924	3,947	4,307
Capital	24	9	0	0	0
TOTAL OPERATING EXPENDITURES	**9,421**	**9,768**	**10,616**	**10,735**	**11,788**
Debt Service - Carousel	0	80	80	80	80
Reserves	0	0	0	0	0
Transfers	0	0	0	0	0
TOTAL EXPENDITURES	**9,421**	**9,848**	**10,696**	**10,815**	**11,868**
Cash Position					
REVENUES LESS EXPENDITURES	**0**	**0**	**0**	**-642**	**0**
Revenue to the General Fund	0	0	0	0	0

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Miami Metrozoo
Index Codes: Division 55

Department: Park and Recreation
Fund: 125

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	118	120	116	116	116
Net full-time positions funded =	112	114	110	110	110
Budgeted Attrition Percent =	5.00%	5.00%	5.00%	5.00%	5.00%
Part-time FTEs =	31	32	44	44	51
Temp Agency FTEs =	0	0	0	0	0

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Earned Revenue	$3,039	$3,113	$4,500	$3,978	4,226	RC2:2-1	
Gate Admissions	492,523	459,404	586,000	525,000	536,500	RC3:3-1	

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1	Increase **marketing funds** to meet the level needed as indicated in the marketing plan - impact of additional marketing funds will bring in $560,000 in additional revenue and 81,500 gate admissions.	145	0	0	145	0	RC3:3-1	
2	**New/Expanded Facility - Tropical Americas Exhibit** (69/107) - expected to be completed by Sept. 2005. Funding is requested for (1) F/T Horticultural Specialist to care for specimen trees, supplies and marketing for the grand opening.	95	0	0	95	1	RC3:3-1	

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Miami Metrozoo
Index Codes: Division 55
Department: Park and Recreation
Fund: 125

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
3	**Amphitheater Operation** - assuming the direct operation of the currently contracted amphitheater show. Rising insurance costs passed on by the contracted vendor make it more cost effective for Miami Metrozoo to directly operate. Instead of paying the contracted vendor $195,000, Miami Metrozoo will hire 4 full-time positions to operate the amphitheater show for $144,013, thus generating a savings of $49,987.	-50	0	0	-50	4	RC3:3-1	
4	Part-time to full-time conversion - Semi-skilled Laborers	0	0	0	0	2	RC1:1-1	
5	Part-time to full-time conversion - Concession Manager	0	0	0	0	1	RC3:3-1	
6	Commissary Keeper position - To offset loss of two volunteer kitchen workers working approx. 56 hours per week.	34	0	0	34	1	RC3:3-1	
7	Part-time to full-time conversion - Graphics Technician	15	0	0	15	1	RC3:3-1	
8	Prescribed Pineland Burning - to deter wildfires and manage the zoo's environmentally endangered lands	65	0	0	65	0	RC1:1-2	
9	Marketing for the 25th Anniversary	25	0	0	25	0	RC3:3-1	

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
3	**Reduce marketing** and eliminate the purchase and installation of street banners for advertising.	145	0	0	145	0	RC3:3-1	

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Special Tax Districts
Index Codes: Division 49

Department: Park and Recreation
Fund: 900/906

A) ISSUES OF THIS PROGRAM

Issue and Description

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	1,846	1,603	824	1,197	1,124
Miami Lakes STD Reserve	0	0	0	340	340
Revenues - Special Assessments	1,764	2,389	3,030	2,809	3,123
Revenues - Interest	28	20	21	35	26
TOTAL REVENUE	**3,638**	**4,013**	**3,875**	**4,381**	**4,613**
EXPENDITURES BY MAJOR CATEGORY					
Salary	561	545	1,097	1,065	1,106
Fringe Benefits	173	178	469	485	501
Administrative Reimbursement	0	0	0	0	0
Operating Costs	1,249	1,717	1,834	1,353	1,575
Contingency Reserve	0	0	0	0	0
Capital	52	35	29	14	3
TOTAL OPERATING EXPENDITURES	**2,035**	**2,475**	**3,429**	**2,917**	**3,186**
Debt Service	0	0	0	0	0
Reserves	0	0	0	0	0
Contingency Reserve	0	0	446	1,464	1,427
Transfers	0	0	0	0	0
TOTAL EXPENDITURES	**2,035**	**2,475**	**3,875**	**4,381**	**4,613**
Cash Position					
REVENUES LESS EXPENDITURES	**1,603**	**1,537**	**0**	**0**	**0**
Revenue to the General Fund	0	0	0	0	0

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Special Tax Districts
Index Codes: Division 49

Department: Park and Recreation
Fund: 900/906

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	22	22	22	24	24
Net full-time positions funded =	22	22	22	24	24
Budgeted Attrition Percent =	0.00%	0.00%	0.00%	0.00%	0.00%
Part-time FTEs =	3	7	2	2	1
Temp Agency FTEs =	0	0	0	0	0

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
# of districts maintained	43	50	60	70-75	80-85		

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
None							

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
0	**Doral Special Tax District** - transfer (6) full-time positions from the Doral Special Tax District (Fund 900) to continue performing landscape maintenance functions under the Special Tax Management Office (Division 29).				0	-6	RC1:1-1	
0	**Dolphin Special Tax District** - reduction of (6) full-time positions.				0	-6	RC1:1-1	

DEPARTMENTAL ISSUES

Department: Park and Recreation

ISSUES: FISCAL YEAR 2004-2005

GENERAL OPERATIONS

End of year projection includes 3% cola effective July 2005, a supplemental pay of $25 per pay period to non-bargaining unit employees effective October 2004, and termination pay of $200,000 as reflected in February FAMIS.

Costs for the Tennis Tournament are projected to exceed budget by $452,200. The increase is due to additional costs related to the replacement of the air condition water tower cooler and the use of the Marine and Sewer road for general parking. Use of this road has resulted in increased costs for preparation of the road, police and security services, and transportation of patrons to the stadium.

Golf receives a transfer from Marina Non-MOU surplus to offset the year-end projection shortfall of $523,000. The shortfall is mainly due to a negative variance of $1 million at the Country Club of Miami. The total number of rounds for FY 04-05 is budgeted at 275,000 and is projected to be at 256,000 by year end.

The Department continues to benefit from the success of the marinas under the Memorandum of Understanding (MOU). The amount paid as minimum guarantee has exceeded the projected amount for each of the last three fiscal years. A capital improvement plan for the marinas has been developed and estimated to cost approximately $17 million. Projects are scheduled to be completed by 2010. Funds are being requested from the Sunshine State Loan Commission to expedite the completion of the projects. Payment of the Sunshine State Loan will be made from revenues generated at the marinas in excess of the minimum guarantee which are projected to increase as amenities are added.

Two full time positions are being transferred this fiscal year to the 311 Answer Center.

The department continues to be active in pursuing funds from the Children's Trust to provide quality programs to elementary and middle school children and children with developmental and physical disabilities up to 18 years old.

DEPARTMENTAL ISSUES

Department: Park and Recreation

ISSUES: FISCAL YEAR 2004-2005

MIAMI METROZOO

The FY 04-05 end of year projection for Metrozoo reflects a shortfall of approximately $642,000. Adjustments for Cost of Living increases, supplemental pay, and termination are projected to be approximately $70,000. An incremental expense associated with the reclassification action (selective wage adjustment) approved for Zookeepers and Senior Zookeepers effective 3-7-05 is estimated to result in an unbudgeted expense of approximately $50,000 this year. A revenue shortfall of $522,100 is attributed to lower than budgeted attendance.

ISSUES: FISCAL YEAR 2005-2006

GENERAL OPERATIONS

When comparing FY 05-06 personnel costs to the budgeted amount for FY 04-05, personnel costs increase by 9% due to a 3% cost of living adjustment effective July 2005; $50 supplemental pay to non-bargaining unit employees; merit increases; 16% increase for group health insurance, 6% increase for flex benefits, and 44% increase for workers compensation insurance. Additional cost estimated at $5.340 million.

Tennis Center (includes the Tournament) is budgeted with a shortfall of $642,100. The department is currently exploring funding options with OSBM.

With the loss of the opera as a primary lessee effective May 2006, the Miami Dade County Auditorium is requesting funds to implement other revenue generating options.

The number of golf rounds is projected to be 266,500. The level of revenues projected for the Country Club of Miami (CCM) is contingent upon the hiring of three positions – two for the CCM Golf Course and one to serve as the marketing and sales supervisor for the Golf Division; successful completion of the restaurant contract negotiations within 120 days; approval of a new logo and branding campaign establishing branding within 90 days to allow for seasonal ad purchases; and favorable weather conditions.

The department's capital budget request for FY 05-06 is $35.643 million and includes $500,000 for CBO capital projects; $4.5 million for the Carol City Community Center; $1.5 million for the Tamiami Park development; and $1.543 million in business cases submitted to ETSD. The balance of the funding being request is to be allocated as $19.827 million to Countywide facilities and $7.773 million to UMSA facilities.

RESOURCE ALLOCATION MEETING: FORM 5

OPERATING UNMET OR DEFERRED NEEDS

Department: Park and Recreation

Priority	ABDS #	Description of Need	Related Outcome(s)	Performance Impact (If the Need is funded)	Estimated Funding Required		F/T Positions	Related Enhancement (ABDS #) (If applicable)
1	118	Fire Management Program/ Natural Areas Mgmt.	RC1:1-2	Assist Everglades Nat'l Park & Dept. of Forestry in prescribed burning to deter wildfires, provide public notification, education, and smoke mitigation.	Initial:	94,325	0	71
					Recurring:	94,325		
2	60	Beach Maintenance/Region 3	RC1:1-1	Contract services from the Corrections Dept. crews for (3) Holiday weekends per year.	Initial:	13,500	0	63, 182
					Recurring:	13,500		
3	9	Establish Parking Lot Safety/Beautification Program/Construction & Maintenance	RC1:1-1	Inspect and repair 20 parking lots per year.	Initial:	306,000	0	N/A
					Recurring:	200,000		
4	11	Establish Graffiti Removal Program/ Construction & Maintenance	RC1:1-1	Establish Graffiti Removal Program by hiring (1) F/T Painter to respond to all requests within 24 hours.	Initial:	155,914	1	N/A
					Recurring:	118,828		
5	12	Establish Inventory Control/Construction & Maintenance	RC1:1-1	Create inventory for new Datastream system by adding (1) F/T Inventory Clerk and (1) F/T Storekeeper.	Initial:	107,690	2	15
					Recurring:	87,190		
6	18	Facility Maintenance Materials/Construction & Maintenance	RC1:1-1	Facility maintenance material needs for operating divisions.	Initial:	500,000	0	N/A
					Recurring:	500,000		
7	19	Expand the follow-up Maintenance Program/Construction & Maintenance	RC1:1-1	Expand & enhance the Park Technician Program	Initial:	250,000	0	N/A
					Recurring:	250,000		
8	42	Facility Maintenance - Construction & Maintenance	RC1:1-1	Implement a higher standard of facility maintenance at the county wide park facilities.	Initial:	274,346	2	N/A
					Recurring:	194,346		
9	23	Repair & Renovation needs / Miami Metrozoo	RC1:1-1	Various repair and renovation needs.	Initial:	702,000	0	72
					Recurring:	200,000		
10	72	Painter/ Miami Metrozoo	RC1:1-1	(1) F/T Painter to address backlog and routine painting.	Initial:	44,414	1	23
					Recurring:	44,414		
11	191	Resource Officer for Park Watch Program / Operations Management	RC1:1-1	F/T Position to assist in the implementation of a comprehensive Crime Prevention Program.	Initial:	73,079	1	59, 115, 166, 178, 179
					Recurring:	46,579		
12	166	Part-time Security Guard - The Women's Park	RC1:1-1	Currently there is (1) F/T Guard and a security guard is hired through an outside vendor to cover the additional hours. Hiring a P/T is more cost effective than using the outside vendor.	Initial:	12,323	0	59, 115, 178, 179, 191
					Recurring:	12,323		

RESOURCE ALLOCATION MEETING: FORM 5

OPERATING UNMET OR DEFERRED NEEDS

Department: Park and Recreation

Priority	ABDS #	Description of Need	Related Outcome(s)	Performance Impact (If the Need is funded)	Estimated Funding Required		F/T Positions	Related Enhancement (ABDS #) (if applicable)
13	115	Park Security Addition	RC1:1-1	Increase security coverage from 2PM - 2AM to Noon - 5AM. Current target is to visit 150 sites daily, but due to enforcement problems officers are delayed and this target is achieved approx. 75% on an annual average. With this additional funding, the target will be met 100% on an annual average and 10 County-wide facilities will receive additional patrols during peak hours on weekends and holidays.	Initial:	1,013,346	18	59, 166, 178, 179, 191
					Recurring:	966,546		
14	178	Security Needs - Region 3 - Haulover Park	RC1:1-1	Provide security on weekdays from 8AM to 4PM as requested by Community Council #2 by funding (2) full-time Guards.	Initial:	66,048	2	59, 115, 166, 179, 191
					Recurring:	66,048		
15	179	Security Needs - Region 3 - Greynolds Park	RC1:1-1	Provide security on weekdays from 8AM to 4PM as requested by Community Council #2 by funding (1) full-time Guard.	Initial:	33,124	1	59, 115, 166, 178, 191
					Recurring:	33,124		
16	57	Eco Adventures Programming needs/ Region 3-Pelican Harbor	RC3:3-1	Expand the Eco-Adventures Program at Pelican Harbor.	Initial:	39,843	1	70, 112
					Recurring:	39,843		
17	114	Miami-Dade Swim Central - Various Pools	RC3:3-1	Establish a county wide learn to swim initiative.	Initial:	643,865	3	N/A
					Recurring:	643,865		
18	117	Wildlife Mgmt Program/ Natural Areas Mgmt.	RC1:1-1	(1) F/T Biologist to address problem animals that pose a serious health risk to park patrons and native wildlife.	Initial:	116,861	1	64
					Recurring:	83,861		
19	53	Programming Needs/ Region 1-North Glade Park	RC3:3-1	Increase P/T hours of existing staff to meet programming needs.	Initial:	107,295	0	N/A
					Recurring:	107,295		
20	64	Feral Cat Problem/Region 3 - Haulover Park	RC1:1-1	P/T position to clean cat cages, feed cats, and patrol park for patrons feeding cats and dropping off unwanted cats. In direct response to Community Council 2 priorities.	Initial:	9,524	0	117
					Recurring:	9,524		
21	61	Recreational Specialist 1/Region 3 - Trail Glades Range	RC3:3-1	F/T position to extend operating hours, bring more leagues, tournaments, special events & provide lessons.	Initial:	45,241	1	N/A
					Recurring:	45,241		
22	66	Recreation Leader/ Region 3 - Ojus Park	RC3:3-1	(1) F/T Rec Leader to extend programming and enhance the teen & senior's program.	Initial:	35,940	1	N/A
					Recurring:	35,940		
23	79	P/T Staff to provide supervision/Region 4 - Kendall Soccer Park	RC3:3-1	(1) P/T Park & Rec Mgr 1 to provide adequate supervision for the soccer programs operation.	Initial:	22,600	0	N/A
					Recurring:	22,600		
24	80	P/T Staff Provide CBO Support/Region 4 - Three Lakes Park	RC3:3-1	(1) P/T Park Service Aide to provide support for CBO Soccer Activities.	Initial:	17,996	0	N/A
					Recurring:	17,996		

RESOURCE ALLOCATION MEETING: FORM 5

OPERATING UNMET OR DEFERRED NEEDS

Department: Park and Recreation

Priority	ABDS #	Description of Need	Related Outcome(s)	Performance Impact (If the Need is funded)	Estimated Funding Required		F/T Positions	Related Enhancement (ABDS #) (if applicable)
25	83	Expand Toll Booth Hours/Region 4 - Matheson Hammock Park	RC3:3-1	Expand the toll booth hours to meet the needs of the community.	Initial:	12,794	0	N/A
					Recurring:	12,794		
26	84	Sports Development/ Region 4 - Eureka Villas Park	RC3:3-1	Establish a Sports Development Program (target 10 registrants in the first year).	Initial:	19,698	0	85, 86
					Recurring:	19,968		
27	85	Afterschool Program - Region 4- Eureka Villas Park	RC3:3-1	Establish an afterschool program (target 20 registrants in the first year).	Initial:	23,398	0	84, 86
					Recurring:	23,398		
28	86	Winter and Spring Camp/Region 4 - Eureka Villas Park	RC3:3-1	Establish Winter and Spring Camps (target 20 registrants in the first year).	Initial:	4,700	0	84, 85
					Recurring:	4,700		
29	88	Walking Club/Region 4 - Blue Lakes Park	RC3:3-1	Establish a Walking Club for the residents of this community (target 10 registrants in the first year).	Initial:	6,892	0	N/A
					Recurring:	6,892		
30	93	Additional P/T staff for Custodial and Concession Needs/Arts - Caleb auditorium	RC1:1-1	Improve the custodial maintenance and the concession services for patrons attending performances.	Initial:	36,969	0	110, 190
					Recurring:	36,969		
31	110	Additional P/T Staff/Arts - Caleb Auditorium	RC3:3-1	Expand the Box Office hours.	Initial:	35,200	0	93
					Recurring:	35,200		
32	136	Additional Staff/Arts - The Women's Park	RC1:1-3	Present performing and visual arts events	Initial:	66,541	1	N/A
					Recurring:	40,541		
33	165	Manager Position/Arts - Caleb Auditorium	RC3:3-1	(1) F/T Manager to bring facility up to performing arts facilities standards & provide excellent service to the community.	Initial:	50,995	1	93, 110
					Recurring:	50,995		
34	132	P/T to F/T Conversion - Recreation Specialist 1/Arts - African Heritage Cultural Arts Center	RC1:1-3	Six (6) new PC workstations for the instructors and students at the music bldg.	Initial:	63,946	2	N/A
					Recurring:	48,946		
35	45	P/T to F/T Conversion - Recreation Specialist 1/Region 1-Amelia Earhart Park	RC1:1-5	Provide assistance with the coordination, organization, planning and marketing of special events.	Initial:	26,820	1	135, 170
					Recurring:	26,820		
36	70	P/T to F/T Conversion - Recreation Leader/Region 3-Arch Creek Park	RC3:3-1	Enhancement of Eco Adventures program offerings.	Initial:	20,664	1	57, 112
					Recurring:	20,664		
37	109	Secretary & Administrative Officer 3/ Administration - Contract Mgmt.	RC1:1-4	Obtain additional staff: (1) F/T Administrative Officer 3 & (1) F/T Secretary.	Initial:	103,667	2	N/A
					Recurring:	103,667		
38	203	Accountant 1/Finance Division	RC1:1-4	Position needed to handle additional CBO index code maintenance and fiscal monitoring; capital improvements payment updates; fiscal monitoring of Datastream System as well as testing new version upgrades.	Initial:	51,027	1	N/A
					Recurring:	48,027		

RESOURCE ALLOCATION MEETING: FORM 5

OPERATING UNMET OR DEFERRED NEEDS

Department: Park and Recreation

Priority	ABDS #	Description of Need	Related Outcome(s)	Performance Impact (If the Need is funded)	Estimated Funding Required		F/T Positions	Related Enhancement (ABDS #) (if applicable)
39	25	Office Support Specialist 3/ Procurement Division	RC1:1-5	Fulfill required marketing research as per Administrative Order 3-38 & processing of RFQ's for vendors.	Initial:	40,258	1	N/A
					Recurring:	40,258		
40	167	Elections Department Support	RC1:1-4	Continue providing properly staffed elections.	Initial:	100,000	0	N/A
					Recurring:	100,000		
41	30	Computer Equipment/Information Technology	RC1:1-4	Additional laptop computers and file server.	Initial:	20,000	0	N/A
					Recurring:	0		
42	32	EAMS Phase3/Information Technology	RC1:1-4	Implementation of EAMS (phase 3).	Initial:	275,000	0	12, 15, 203
					Recurring:	115,000		
43	33	CADD Backfile Conversion/Information Technology	RC1:1-4	Engage an outside consultant to scan files into digital format into CADD server folders.	Initial:	200,000	0	N/A
					Recurring:	200,000		
44	34	EDMS Project/Information Technology	RC1:1-4	Scanning, cataloging & maintaining documents electronically in a searchable EDMS system.	Initial:	625,000	0	N/A
					Recurring:	625,000		
45	35	Recreational Mgmt Software/Information Technology	RC3:3-1	Procure & implement a recreation management commercial system to maintain a variety of programs.	Initial:	442,850	0	N/A
					Recurring:	21,500		
46	130	Replacement of Personal Computers/Arts-Caleb Auditorium	RC3:3-1	Replace obsolete personal computers	Initial:	7,500	0	2, 159
					Recurring:	0		
47	15	Datastream support/Construction & Maintenance	RC1:1-4	Support staff needed for EAMS conversions to update information, process paperwork, dispatch emergency calls, and communicate between Operations and Field Supervisors.	Initial:	99,476	2	12, 32, 203
					Recurring:	96,476		
48	2	Replacement of Personal Computers/Project Mgmt	RC1:1-4	Replace obsolete personal computers	Initial:	22,400	0	130, 159
					Recurring:	0		
49	4	Laser Printer/Project Mgmt	RC1:1-4	Additional laser printer (color) needed for construction timetables.	Initial:	7,000	0	N/A
					Recurring:	0		
50	159	Replacement of Personal Computers/ Deering Estate at Cutler	RC3:3-1	Replace obsolete personal computers	Initial:	8,100	0	2, 130
					Recurring:	0		
51	17	Electrical Engineer 2/ Architecture & Engineering	RC1:1-1	(1) F/T Electrical Engineer 2 to handle backlog of incoming electrical projects.	Initial:	64,180	1	N/A
					Recurring:	64,180		
52	43	Structural Engineer 2/Architecture & Engineering	RC1:1-1	(1) F/T Structural Engineer to handle performance of structural safety inspections.	Initial:	64,180	1	N/A
					Recurring:	64,180		

RESOURCE ALLOCATION MEETING: FORM 5

OPERATING UNMET OR DEFERRED NEEDS

Department: Park and Recreation

Priority	ABDS #	Description of Need	Related Outcome(s)	Performance Impact (If the Need is funded)	Estimated Funding Required		F/T Positions	Related Enhancement (ABDS #) (if applicable)
53	39	Agreement Performance inspections/Planning & Research Division-Property Mgmt	RC1:1-2	Funding is requested to be able to conduct ongoing Agreement Performance Inspections for existing property agreements.	Initial:	50,000	0	22, 40
					Recurring:	50,000		
54	40	Facility Insurance Compliance/Planning & Research Division-Property Mgmt	RC1:1-1	Funding is requested to be able to comply with insurance requirements for all park facilities.	Initial:	36,000	0	22, 39
					Recurring:	36,000		
55	22	Records Mgmt. Specialist 2/Planning & Research Division-Property Mgmt.	RC1:1-2	(1) F/T Records Mgmt Specialist is needed to maintain archival documents of land, facilities, development and photographic records for the Department.	Initial:	46,110	1	39, 40
					Recurring:	46,110		
56	100	Tree Crew/Special Tax	RC1:1-1	Creation of tree crew due to increase in number of districts.	Initial:	347,696	3	N/A
					Recurring:	347,696		
57	26	Replacement Cargo Van/Kendall Warehouse	RC1:1-1	Replacement vehicle to enable access to many dept. facilities.	Initial:	35,000	0	N/A
					Recurring:	0		
58	130	Furnishing Needs/Arts-Caleb Auditorium	RC1:1-1	Furniture for the lobby, green room and dressing room of Auditorium.	Initial:	30,000	0	N/A
					Recurring:	0		
59	134	Retractable Seats/Arts-AHCAC Music Bldg.	RC1:1-1	Purchase & installation of theater seating for the new Music Bldg.	Initial:	60,000	0	N/A
					Recurring:	0		
60	5	GPS Survey Equipment/Architecture & Engineering	RC1:1-1	GPS equipment will lessen down-time and increase efficiency and accurate readings.	Initial:	45,000	0	N/A
					Recurring:	0		
61	6	Replacement Vehicles/Construction & Maintenance	RC1:1-1	Replacement of 11 Step Vans	Initial:	1,112,000	0	N/A
					Recurring:	0		
62	7	Shop Equipment/Construction & Maintenance	RC1:1-1	Obtain equipment: air compressor, 10 Ton floor jack, key cutting machine, generator, plumber sewer cleaner, air pump plumber.	Initial:	14,200	0	N/A
					Recurring:	0		
63	8	Special Equipment/Construction & Maintenance	RC1:1-1	A computer router to produce a safer & cleaner process when making sandblasted signs.	Initial:	85,000	0	N/A
					Recurring:	0		
64	162	Capital Equipment/Landscape Division	RC1:1-2	New equipment to enable an increasing number of jobs to be accepted.	Initial:	197,300	0	N/A
					Recurring:	0		
65	27	(2) Four-Door Sedans/Project Management	RC1:1-1	Purchase of vehicles will reduce the costs associated with GSA pool car usage rental.	Initial:	48,000	0	N/A
					Recurring:	0		
66	122	Park Furnishings/Various Parks	RC1:1-1	Purchase, install & deliver picnic tables, grills, benches and trash receptacles.	Initial:	250,000	0	N/A
					Recurring:	0		

RESOURCE ALLOCATION MEETING: FORM 5

OPERATING UNMET OR DEFERRED NEEDS

Department: Park and Recreation

Priority	ABDS #	Description of Need	Related Outcome(s)	Performance Impact (If the Need is funded)	Estimated Funding Required		F/T Positions	Related Enhancement (ABDS #) (if applicable)
67	46	Capital Equipment/Region 1-Amelia Earhart Park	RC1;1-1	Security vehicles to provide presence and pumps for lakes circulation & other equipment.	Initial:	125,500	0	N/A
					Recurring:	0		
68	47	Capital Equipment/Region 1-Amelia Earhart Farm Village	RC1:1-1	Equipment to will enable staff to move heavy items and maintain the stalls.	Initial:	50,000	0	N/A
					Recurring:	0		
69	49	Capital Equipment/Region 1-Country Village Park	RC3:3-1	Van to accommodate the increasing number of registrants with transportation.	Initial:	34,500	0	N/A
					Recurring:	0		
70	50	Capital Equipment/Region 1-Devonaire Park	RC1:1-1	Replace water fountain and paint machine. Present equipment is inoperable.	Initial:	5,300	0	N/A
					Recurring:	0		
71	54	Capital Equipment/Region 1-North Glade Park	RC1:1-1	(2) 21-feet permanent benches	Initial:	7,500	0	N/A
					Recurring:	0		
72	63	Elevated Scraper/Region 3-Crandon Park Beach	RC1:1-1	Scraper will enable beach maintenance to be accomplished at the level demanded.	Initial:	300,000	0	60, 78, 182
					Recurring:	0		
73	182	Beach Capital Equipment (Not Obtained in FY 04-05) Region 3-Beach Maintenance	RC1:1-1	Obtain equipment: Diesel Tractor, Dump Truck Compactor Boxes & Scraper Blades.	Initial:	143,600	0	63, 60, 78
					Recurring:	0		
74	87	Copier Rental/Region 4-AD Barnes Pool	RC1:1-4	Copier will enable staff to process paperwork & maintain records in a more efficient manner.	Initial:	2,400	0	N/A
					Recurring:	2,400		
75	157	Capital Equipment/Region 4	RC1:1-1	Various equipment for various region 4 parks.	Initial:	1,094,500	0	N/A
					Recurring:	0		
76	171	Replace Waterslide/ Region 4-L & P Thompson Lake	RC3:3-1	Installation of seamless model waterslide.	Initial:	300,000	0	N/A
					Recurring:	0		
77	98	Capital Equipment/Region 5-Various Parks	RC1:1-1	Cushman scooters, vans, audio tour, and digital camera.	Initial:	115,500	0	N/A
					Recurring:	0		
78	155	Capital Equipment/Golf courses	RC1:1-1	Various equipment to operate & maintain Golf Courses at optimum levels & to achieve maximum revenue potential.	Initial:	619,500	0	N/A
					Recurring:	0		
79	160	Replace 6 Hand-Held Radios/Deering Estate at Cutler	RC1:1-1	Enhance dependable communication at this sizable, remote areas of the estate to efficiently & safely run events.	Initial:	7,200	0	N/A
					Recurring:	0		
80	161	Equipment for Family Events/Deering Estate at Cutler	RC1:1-5	Purchase of popcorn cart, cotton candy machine and portable grill to generate revenue for the park.	Initial:	12,000	0	N/A
					Recurring:	0		

RESOURCE ALLOCATION MEETING: FORM 5

OPERATING UNMET OR DEFERRED NEEDS

Department: Park and Recreation

Priority	ABDS #	Description of Need	Related Outcome(s)	Performance Impact (If the Need is funded)	Estimated Funding Required		F/T Positions	Related Enhancement (ABDS #) (if applicable)
81	67	Capital Equipment/ Miami Metrozoo	RC1:1-1	Obtain various capital equipment that is needed.	Initial:	408,100	0	N/A
					Recurring:	0		
82	21	Air conditioned Warehouse/Kendall Warehouse	RC1:1-1	Prevention of losses from mildew, mold & temperature changes by installing air-conditioning in warehouse.	Initial:	145,000	0	N/A
					Recurring:	0		
83	128	Renovation Needs/Miami Dade County Auditorium	RC1:1-5 /RC3:3-1	Renovations & promotional/marketing needs .	Initial:	475,000	0	N/A
					Recurring:	75,000		
84	120	Toll booth Replacements/Various Parks	RC1:1-1	Replace (4) toll booths.	Initial:	450,000	0	N/A
					Recurring:	0		
85	127	Renovate Cart Barn/Crandon Golf Course	RC1:1-1	Renovate cart barn used by maintenance staff.	Initial:	50,000	0	N/A
					Recurring:	0		
86	137	Irrigation System/Crandon Golf Course	RC1:1-1	Replace the irrigation system at Crandon Golf Course.	Initial:	150,000	0	N/A
					Recurring:	0		
87	139	Machine Wash Water Recycle Area/Crandon Golf Course	RC1:1-1	Establish a machine wash and water down area for golf course machinery per DERM guidelines & code regulations.	Initial:	100,000	0	143, 146, 149, 153
					Recurring:	0		
88	140	New Restroom/Palmetto Golf Course	RC1:1-6	Construct restroom in response to patrons demands.	Initial:	300,000	0	141
					Recurring:	0		
89	141	Restroom Renovation/Palmetto Golf Course	RC1:1-1	Renovate existing restroom facility in hole #12 area.	Initial:	40,000	0	140
					Recurring:	0		
90	142	Resurface Cart Paths/Palmetto Golf Course	RC1:1-1	Resurface cart paths that are in poor condition.	Initial:	80,000	0	144, 150
					Recurring:	0		
91	143	Machine Wash Water Recycle Area/Palmetto Golf Course	RC1:1-1	Establish a machine wash and water down area for golf course machinery per DERM guidelines & code regulations.	Initial:	100,000	0	139, 146, 149, 153
					Recurring:	0		
92	144	Resurface Cart Paths/Briar Bay Golf Course	RC1:1-1	Renovate cart paths throughout different areas of golf course.	Initial:	50,000	0	142, 150
					Recurring:	0		
93	145	Restrooms/Briar Bay Golf Course	RC1:1-1	Renovate restrooms by the Office	Initial:	70,000	0	N/A
					Recurring:	0		
94	146	Machine Wash Water Recycle Area/Briar Bay Golf Course	RC1:1-1	Establish a machine wash and water down area for golf course machinery per DERM guidelines & code regulations.	Initial:	100,000	0	139, 143, 149, 153
					Recurring:	0		

RESOURCE ALLOCATION MEETING: FORM 5

OPERATING UNMET OR DEFERRED NEEDS

Department: Park and Recreation

Priority	ABDS #	Description of Need	Related Outcome(s)	Performance Impact (If the Need is funded)	Estimated Funding Required		F/T Positions	Related Enhancement (ABDS #) (if applicable)
95	147	Renovate Bunkers/Greynolds Golf Course	RC1:1-1	Renovate bunkers.	Initial:	30,000	0	N/A
					Recurring:	0		
96	149	Machine Wash Water Recycle Area/Greynolds Golf Course	RC1:1-1	Establish a machine wash and water down area for golf course machinery per DERM guidelines & Code Regulations.	Initial:	100,000	0	139, 143, 146, 153
					Recurring:	0		
97	150	Resurface Cart Paths/Country Club of Miami	RC1:1-1	Repair of cart paths on the East Course.	Initial:	80,000	0	142, 144
					Recurring:	0		
98	151	Tees & Greens/Country Club of Miami	RC1:1-1	Install curbing on tees & greens on the East & West Courses.	Initial:	30,000	0	N/A
					Recurring:	0		
99	152	Well Installation/Country Club of Miami	RC1:1-1	Install wells to replenish lakes on East & West Courses.	Initial:	75,000	0	N/A
					Recurring:	0		
100	153	Machine Wash Water Recycle Area/Country Club of Miami	RC1:1-1	Establish a machine wash and water down area for golf course machinery per DERM guidelines & code regulations.	Initial:	100,000	0	139, 143, 146, 149
					Recurring:	0		

Totals			
	Initial:	15,111,673	53
	Recurring:	6,274,307	

RESOURCE ALLOCATION MEETING: FORM 6

PERSONNEL RECONCILIATION

full-time positions only

Department: Park and Recreation

Event	Changes	Date	Count +/-
FY 2004-05 Final Adopted Budget		October 1, 2004	**1,206**
Overages, Reclasses, Changes, etc.			
	Special Taxing District overage for Kendale Lakes	Jul-04	+2
	(2) Park Attendants		
	Special Taxing District overage for South Dade Roving Crew	Aug-04	+5
	(1) Landscape Supervisor 1		
	(1) Auto Equipment Operator 1		
	(3) Park Attendants		
	Youth Services overage for The Children's Trust Coordination	Sep-04	+1
	(1) Administrative Officer 3		
	Leisure Access overage for The Children's Trust	Nov-04	+1
	(1) Park Service Officer 1		
	Architecture & Engineering Division - Temporary Help conversion	Nov-04	+1
	(1) Architectural Drafter 2		
	311 Answer Center - transfer of positions to Team Metro	to be determined	-2
	(1) Concession Attendant		
	(1) Auto Equipment Operator 3		
FY 2005-06 BASE Budget Submission			**1,214**
Enhancements, Reductions, Budget Changes, etc.			
	Dolphin Special Taxing District reduction - Service Level Adjustment #1		-6
	(-1) Landscape Supervisor 2		
	(-1) Auto Equipment Operator 1		
	(-1) Maintenance Repairer		
	(-3) Park Attendants		
FY 2005-06 Proposed Budget			**1,208**

RESOURCE ALLOCATION MEETING: FORM 7

GRANT FUNDING SUMMARY

from County and Non-County Sources

Department: Park and Recreation Department

Funding Source	Name of Grant	Description of the Grant (including allowable uses and restrictions)	Start Date	End Date	FY 2004-05 Budget *	Required Match *	Source of Match	FY 2005-06 Proposed*
Fl Dept Env Protection Fl Coastal Mgmt Prog	R. Hardy Matheson Preserve General Plan CZ505	Prepare a general plan	7/1/2004 9/30/2005	9/30/2005	30,000	30,000	General Planning Res	30,000
Fl Dept Env Protection Fl Coastal Mgmt Prog	Chapman Field Park Canoe Launch & Bay Access Design CZ511	Design canoe/kayak launch and water trails	7/1/2004 9/30/2005	9/30/2005	50,000	50,000	SNP	50,000
Fl Dept Env Protection FRDAP	Homestead Bayfront Atoll Pool	Renovate pool, lifeguard stands, picnic facilities, etc.	7/1/2004	6/30/2007	200,000	200,000	SNP	200,000
Fl Dept Env Protection FRDAP	Ives Estates	Construct playground, picnic facility, bike path, baseball & soccer fields & parking	7/1/2004	6/30/2007	200,000	200,000	SNP or Impact Fees	200,000
Fl Dept Env Protection LWCF	Black Point Park: Biscayne Jetty Trail	Renovate & improve jetty	3/3/2004	3/2/2007	200,000	200,000	SNP	200,000
Fl Dept Env Protection LWCF	Haulover Park Promenade Trail	Improve promenade, install signs, picnic facilities & vita course elements	11/1/2004 11/1/2007	11/1/2007	200,000	200,000	SNP	200,000
Fl Dept Env Protection Rec Trails Program	Chapman Field Park Land Trail Design & Construction	Design and construct one mail trail from Old Cutler Rd	1/25/2005	1/24/2007	100,000	100,000	SNP	100,000
Fl Dept Transportation	Black Creek/Biscayne Trail (formerly Biscayne Trail South Dade Greenway)	Complete construction of Biscayne Trail; start design of Black Creek Trail	TBD	TBD	1,000,000	0	N/A	1,000,000
Fl Dept Transportation	Greenway Signage & Demonstration Project	Signage design; demonstration project on Biscayne Trail	TBD	TBD	90,000	10,000	General Fund	90,000
Fl Dept Transportation	Ludlam Trail	Cost estimates and planning for Ludlam Trail acquisition	TBD	TBD	500,000	0	N/A	500,000
Fl Dept Transportation	South Dade Greenways Network	Design and construct Biscayne and Black Creek Trails	TBD	TBD	4,425,000	0	N/A	4,425,000
Fl Dept Transportation	Three Greenway Bridges	Design and construct three pedestrian bridges	TBD	TBD	937,530	104,170	CORF	937,530
Fl Fish & Wildlife FBIP Grant	Pelican Harbor Boat Ramp	Reconstruction of 3 boat ramps	TBD	TBD	159,998	yes	Marina Capital Imp Fund	159,998
Fl Inland Nav District Waterways Assist Prog	Haulover Marina Renovation Phase II	Dredge, construct seawall & docks	10/1/2004	9/1/2006	1,134,243	2,978,149	Fl Boating Imp Prog	1,134,243
Fl Inland Nav District Waterways Assist Prog	Haulover Marina Dockmaster Complex Design	Design and permitting of dock master's complex	10/1/2003 9/1/2005	9/1/2005	87,000	87,000	Marina Capital Imp Fund	87,000
Health Foundation of South Florida	Westwind Lakes Boundless Playground	Design & install an accessible playground	10/1/2004	12/31/2005	100,000	96,408 143,592	SNP & QNIP	100,000

RESOURCE ALLOCATION MEETING: FORM 7

GRANT FUNDING SUMMARY

from County and Non-County Sources

Department: Park and Recreation Department

Funding Source	Name of Grant	Description of the Grant (including allowable uses and restrictions)	Start Date	End Date	FY 2004-05 Budget *	Required Match *	Source of Match	FY 2005-06 Proposed*
Miami-Dade County Existing Facilities Grant	African Heritage Music Hall Addition	Music hall addition; landscaping; access control	9/25/2001	1/1/2004	365,000	yes	yes	365,000
Miami-Dade County Existing Facilities Grant	African Heritage Cultural Arts Center - Music Hall Addition *	Capital grant: music hall addition	10/1/2000	TBD	700,000	yes	yes	700,000
Miami-Dade County Existing Facilities Grant	Caleb Auditorium (Joseph)	Capital grant: loading dock expansion, lighting, sound, etc	10/1/1999	TBD	485,000	yes	yes	485,000
Miami-Dade County Existing Facilities Grant	Miami-Dade County Auditorium	Capital grant: construction rehearsal theater, installation lighting, sound system	10/1/1999	TBD	945,000	yes	yes	945,000
US Dept of the Interior Nat Park Serv UPARR	Dr. Martin Luther King Jr. Park Recreation Center	Replace recreation center	1/14/2002	12/31/2005	500,000	214,285	SNP & QNIP	500,000
US Dept of the Interior Fish & Wildlife Service	Deering Weir Installation	Install weir	9/1/2002	9/1/2007	63,000	22,000	SNP	63,000

Note: Grants which are active in 2004-2005 but which will expire by 10/1/2005 are not included; grants which are pending as of 1/31/2005 are not included.

*** Grant and match amount may be spent either year, depending on the status of the project.**

FORWARD A COPY TO:

Dan Wall, OSBM - (305) 375-5143

Jose Fernandez, Finance Department - (305) 375-5080

RESOURCE ALLOCATION MEETING: FORM 8

PROPOSED NEW OR INCREASED FEES

Department: Park and Recreation Department

Service Activity/Fee Description (including unit charged against)	Prior Year Fee	Current Year Fee	Proposed New Fee	Revenue				Justification (including the date last increased)
				FY 2003-04	FY 2004-05	Next Year with Current Fee FY 2005-06	Next Year with Proposed Fee FY 2005-06	
African Heritage Cultural Arts Center								
Music Building (for rehearsals) - large room	N/A	N/A	$125	N/A	N/A	N/A	$1,000	New music building - multi purpose renal.
Music Building (for performances) - large room	N/A	N/A	$250	N/A	N/A	N/A	$2,000	New music building - multi purpose renal.
Music Building (for small practice rooms)	N/A	N/A	$15 per hour	N/A	N/A	N/A	$2,000	New music building - multi purpose renal.
Theater Rental (for Theatical Events) (Plus Tax)	$200	$200	$250	$1,200	$1,500	$1,500	$2,000	Fee increased to offset increased costs. Last increase was in FY 2002.
Theater Rental (for Non-Theatical Events) (Plus Tax)	$80	$100	$175	$3,000	$3,500	$3,500	$4,000	Fee increased to offset increased costs. Last increase was in FY 2002.
Summer Arts Academy (weekly) (non-taxable)	$40	$40	$45	$92,662	$96,000	$100,000	$109,000	Fee increased to offset increased costs. Last increase was in FY 2002.
Kwanza Program (holiday, winter break) (weekly) (non-taxable)	$35	$35	$40	$1,300	$1,400	$1,600	$1,800	Fee increased to offset increased costs. Last increase was in FY 2002.
Transportation (monthly) (non-taxable)	$25	$25	$30	$12,825	$13,000	$14,400	$15,200	Fee increased to offset increased fuel costs. Last increase was in FY 1998.
Joseph Caleb Auditorium								
Base Rental - For Profit (Plus Tax)	$650	$650	$725	$6,500	$7,000	$7,700	$8,400	Fee increased to offset increased personnel costs. Last increase was in FY 2002.
Raices (Roots) - Miller Drive and Westwood Parks								
After School Program (weekly) (non-taxable)	$25	$25	$30	$25,259	$27,000	$29,000	$32,000	Increased cost per participant. Last increase in FY 1998.
Transportation (weekly) (non-taxable)	$6	$6	$10	$7,317	$7,400	$7,700	$9,200	Fee increased to offset increased fuel costs. Last increase was in FY 1998.
Summer Camp (weekly) (non-taxable)	$70	$70	$75	$44,784	$49,000	$52,000	$56,000	Increased cost per participant. Last increase in FY 2003.
Special Events Admission per person	N/A	N/A	$5	N/A	N/A	N/A	$750	New fee for admission per person for Festivals at the Park.
Butterfly Garden Rental	N/A	N/A	$90	N/A	N/A	N/A	$900	New fee for new rental area.
Butterfly Garden Deposit	N/A	N/A	$50	N/A	N/A	N/A	N/A	Clean-up deposit for new rental area.

RESOURCE ALLOCATION MEETING: FORM 8

PROPOSED NEW OR INCREASED FEES

Department: Park and Recreation Department

Service Activity/Fee Description (including unit charged against)	Prior Year Fee	Current Year Fee	Proposed New Fee	Revenue				Justification (including the date last increased)
				FY 2003-04	FY 2004-05	Next Year with Current Fee FY 2005-06	Next Year with Proposed Fee FY 2005-06	
Picnic Shelters - The Women's Park								
Shelter Rental	$80	$80	$100	$6,128	$6,600	$7,000	$8,400	Increased fee to offset increased utilities costs (new water hook-up). Last increase in FY 2002.
Clean-up Deposit	$45	$45	$50					
The Women's Park Special Events Admission Fee	N/A	N/A	$5	N/A	N/A	N/A	$750	New Fee for admissions to Festivals in the park.
Building Rentals								
Country Village Park								
Clean-up deposit (non-taxable)	N/A	$50	$100	N/A	N/A	N/A	N/A	
Minimum fee/3 hour use (Plus Tax)	N/A	$75	$150	N/A	$2,500	$2,500	$5,000	Adjust building rental fee. The rooms in the new building are larger than orginally anticipated, and would accommodate more patrons.
Additional Hour (Plus Tax)	N/A	$20	$50	N/A	$500	$500	$1,000	
Large Meeting Room								
Clean-up deposit (non-taxable)	N/A	N/A	$150	N/A	N/A	N/A	N/A	
Minimum fee/3 hour use (Plus Tax)	N/A	N/A	$300	N/A	N/A	N/A	$9,000	Establish building rental fee for large meeting rooms. The rooms in newly erected building are larger that originally anticipated and would accommodate more patrons
Additional Hour (Plus Tax)	N/A	N/A	$75	N/A	N/A	N/A	$2,000	
North Trail Park								
Clean-up deposit (non-taxable)	N/A	N/A	$100	N/A	N/A	N/A	N/A	
Minimum fee/3 hour use (Plus Tax)	N/A	N/A	$150	N/A	N/A	N/A	$7,000	Establish fee for building rentals at North Trail Park, a new facility. Fees are comparable to Westwind Lakes Park.
Additional Hour (Plus Tax)	N/A	N/A	$50	N/A	N/A	N/A	$1,000	
Large Meeting Room								
Clean-up deposit (non-taxable)	N/A	N/A	$150	N/A	N/A	N/A	N/A	
Minimum fee/3 hour use (Plus Tax)	N/A	N/A	$300	N/A	N/A	N/A	$9,000	Establish fee for building rentals at North Trail Park, a new facility. Large meeting room fees are comparable to Westwind Lakes Park.
Additional Hour (Plus Tax)	N/A	N/A	$75	N/A	N/A	N/A	$2,000	

RESOURCE ALLOCATION MEETING: FORM 8

PROPOSED NEW OR INCREASED FEES

Department: Park and Recreation Department

Service Activity/Fee Description (including unit charged against)	Prior Year Fee	Current Year Fee	Proposed New Fee	Revenue				Justification (including the date last increased)
				FY 2003-04	FY 2004-05	Next Year with Current Fee FY 2005-06	Next Year with Proposed Fee FY 2005-06	
Westwind Lakes Park								
Large Meeting Room								
Clean-up deposit (non-taxable)	N/A	N/A	$150	N/A	N/A	N/A	N/A	
Minimum fee/3 hour use (Plus Tax)	N/A	N/A	$300	N/A	N/A	N/A	$9,000	Establish fee for building rentals fee for large meeting rooms. The rooms in the newly erected building are larger than originally anticipated and would accommodate more patrons.
Additional Hour (Plus Tax)	N/A	N/A	$75	N/A	N/A	N/A	$2,000	
Wild Lime Park								
Clean-up deposit (non-taxable)	N/A	N/A	$75	N/A	N/A	N/A	N/A	
Minimum fee/3 hour use (Plus Tax)	N/A	N/A	$120	N/A	N/A	N/A	$7,000	Establish fee for building rentals at Wild Lime Park, a new facility. Fees are comparable to Kendale Lakes Park.
Additional Hour (Plus Tax)	N/A	N/A	$40	N/A	N/A	N/A	$1,000	
Picnic Shelters and Open Areas (non-taxable)								
Bird Lakes Park								
Shelter Rental	N/A	N/A	$65	N/A	N/A	N/A	$8,000	Establish fee for shelter rentals at Bird Lakes Park. Fee is comparable to Royale Green Park, a neighboring facility.
Clean-up deposit	N/A	N/A	$45	N/A	N/A	N/A	N/A	

RESOURCE ALLOCATION MEETING: FORM 8

PROPOSED NEW OR INCREASED FEES

Department: Park and Recreation Department

Service Activity/Fee Description (including unit charged against)	Prior Year Fee	Current Year Fee	Proposed New Fee	Revenue				Justification (including the date last increased)
				FY 2003-04	FY 2004-05	Next Year with Current Fee FY 2005-06	Next Year with Proposed Fee FY 2005-06	
General Park Programs (non-taxable)								
Summer, Winter, Spring Camp, Cost per Week								
Country Village Park	N/A	$40	$70	N/A	$8,000	$8,000	$25,000	Adjust fee to make it comparable to Norman & Jean Reach Park, a neighboring facility. Last increase was in FY 05.
North Trail Park	N/A	N/A	$70	N/A	N/A	N/A	$0	Establish fee for new facility. Fee is similar to fee being charged at Hammocks Community and Kendale Lakes Parks.
Wild Lime Park	N/A	N/A	$70	N/A	N/A	N/A	$0	Establish fee for new facility. Fee is similar to fee being charged at Hammocks Community and Kendale Lakes Parks.
After School Programs, Cost Per Week								
Country Village Park	N/A	$20	$25	N/A	$6,000	$6,000	$5,000	Adjust fee to make it comparable to Norman & Jean Reach Park, a neighboring facility. Last increase was in FY 05.
North Trail Park	N/A	N/A	$25	N/A	N/A	N/A	$0	Establish fee for new facility. Fee is similar to fee being charged at Hammocks Community and Kendale Lakes Parks.
Wild Lime Park	N/A	N/A	$25	N/A	N/A	N/A	$0	Establish fee for new facility. Fee is similar to fee being charged at Hammocks Community and Kendale Lakes Parks.
Special Summer Camp (non-taxable)								
Mountain Bike Program @ Amelia Earhart	$70	$70	$80	$0	$10,000	$10,000	$11,500	Adjust fee to make it comparable to fthe fees of the other specialized camps at Amelia Earhart. Last increase was in FY 03.
Soccer Camp @ Amelia Earhart	N/A	$70	$80	$10,000	$10,000	$10,000	$11,500	Adjust fee to make it comparable to fthe fees of the other specialized camps at Amelia Earhart. The fee was established in FY 04.

RESOURCE ALLOCATION MEETING: FORM 8

PROPOSED NEW OR INCREASED FEES

Department: Park and Recreation Department

Service Activity/Fee Description (including unit charged against)	Prior Year Fee	Current Year Fee	Proposed New Fee	Revenue				Justification (including the date last increased)
				FY 2003-04	FY 2004-05	Next Year with Current Fee FY 2005-06	Next Year with Proposed Fee FY 2005-06	
Building Rental:								
Martin Luther King Park								
Clean-up deposit (non-taxable)	New	N/A	$65.00	0	$300.00	0	$500.00	New medium recreation building.
Minimum fee/3 hours use (Plus Tax)	New	N/A	$120.00	0	$500.00	0	$1,000.00	New medium recreation building.
Additional hour (Plus Tax)	New	N/A	$40.00	0	$200.00	0	$300.00	New medium recreation building.
Oak Grove Summer Program Fee	$30	$30	$40	$17,772	$23,500	$23,500	$31,000	Last increase in FY 02. Market will tolerate higher fees.
Haulover Park Shelter Rental	N/A	N/A	$175	N/A	N/A	N/A	$10,000	Newly constructed shelters. In line with other parks with similar shelters.
Haulover Park Shelter Clean-Up Deposit	N/A	N/A	$150	N/A	N/A	N/A	N/A	
Cherry Grove Park Picnic	N/A	N/A	$70	N/A	N/A	N/A	$2,000	New Facility.
Clean-up deposit	N/A	N/A	$50	N/A	N/A	N/A	N/A	
Building Rentals								
Redland Fruit & Spice Park								
Tea Room Rental	$100	$100	$150	N/A	N/A	$750	$750	New facility to open in FY 05-06
Additional Hour	$50	$50	$75	N/A	N/A	N/A	N/A	
Redland Fruit & Spice Park, Admission Fee (Includes Tax)								
Specialty Day	n/a	n/a	$100	n/a	n/a	n/a		Establish fee for new program
Classes and Lectures (3-6 hours)	n/a	n/a	$35	n/a	n/a	n/a		Establish fee for new program

RESOURCE ALLOCATION MEETING: FORM 8

PROPOSED NEW OR INCREASED FEES

Department: Park and Recreation Department

Service Activity/Fee Description (including unit charged against)	Prior Year Fee	Current Year Fee	Proposed New Fee	Revenue				Justification (including the date last increased)
				FY 2003-04	FY 2004-05	Next Year with Current Fee FY 2005-06	Next Year with Proposed Fee FY 2005-06	
Campgrounds								
Camp Owaissa Bauer								
Overnight Rentals								
Overnight (up to 60 campers), Cabins (4 cabin minimum) per night	$660	$660	$700	$82,130	$93,000	$46,000	$46,000	Facility will be closed 1/2 the year in FY 05-06 due to construction and renovation, therefore, total revenue projections for FY 05-06 can not be determined
Additional cabins (61-149 campers)	$10 per camper	$10 per camper	$250 per cabin					
Building Rentals Per Day/Per Room								
Meeting Room	n/a	n/a	$60					Establish new fee
Cook's Room	n/a	n/a	$55					Establish new fee
First Aid Room	n/a	n/a	$50					Establish new fee
Director's Room	n/a	n/a	$25					Establish new fee
Reservation Deposit (non-taxable), (refundable if given 6 months notice)	$400	$400	$500					
Overnight School Groups (non-taxable)								
2 nights (up to 20 campers), per cabin	$400	$400	$500					
Over 20 campers (per person/2 nights)	$20 per camper	$20 per camper	$150 per cabin					
Day Rentals (School Months, Sept - May only)								
Public/Private School Groups, (Dining Hall, Kitchen, & Open Fields) (per 5 hours)	$300	$300	$500					
Each additional hour	$80	$80	$140					
Other Groups (private/corporate) (per 5 hours)	$400	$400	$700					
Each additional hour	$80	$80	$140					

RESOURCE ALLOCATION MEETING: FORM 8

PROPOSED NEW OR INCREASED FEES

Department: Park and Recreation Department

Service Activity/Fee Description (including unit charged against)	Prior Year Fee	Current Year Fee	Proposed New Fee	Revenue				Justification (including the date last increased)
				FY 2003-04	FY 2004-05	Next Year with Current Fee FY 2005-06	Next Year with Proposed Fee FY 2005-06	
Reservation/Clean-up deposit (non-taxable) (Refundable if given 6 months notice and camp is left clean)								
School Groups	$200	$200	$250					
Other Groups	$200	$200	$350					
Activities								
Swimming Pool (2 hour minimum) (Per hour)	$150	$150	$160	$3,375	$6,000	$1,500	$1,500	Facility will be closed 1/2 the year in FY 05-06 due to construction and renovation, therefore, total revenue projections for FY 05-06 can not be determined
Each additional hour	$75	$75	$80					
Campfire circle (1.5 hour minimum)	$65	$65	$75					
Miscellaneous Rentals								
Fans - per night per fan	n/a	n/a	$10					Establish new fee
Charcoal Barbeque Grill (without charcoal, per day)	n/a	n/a	$30					Establish new fee
One Time User Fee Per Encampment								
Kitchen Phone	n/a	n/a	$5					Establish new fee
Dish Room	n/a	n/a	$30					Establish new fee

RESOURCE ALLOCATION MEETING: FORM 8

PROPOSED NEW OR INCREASED FEES

Department: Park and Recreation Department

Service Activity/Fee Description (including unit charged against)	Prior Year Fee	Current Year Fee	Proposed New Fee	Revenue				Justification (including the date last increased)
				FY 2003-04	FY 2004-05	Next Year with Current Fee FY 2005-06	Next Year with Proposed Fee FY 2005-06	
DEERING ESTATE								
Film/T.V./Video Shoots (Plus Tax)								
Each Additional Hour	$125	$125	$150	$31,572	$43,800	$31,500	$31,500	
Still Photo Shoots (Plus Tax)								
Grounds (8 AM - 6 PM)	$550	$550	$600					
Building Rentals (Plus Tax)								
Events from 5 PM - 11 PM	$3,300	$3,300	$3,600	145,238	221,000	211,500	211,500	Proposed fee increase to remain competitive with nearby facilities.
Trailhead Vistor Center								
Catering Permit, Tent Provided (Cost per person)	$5	$5	$3	13,297	26,200	10,000	10,000	Proposed fee decrease cost per person to remain competitive with neighboring locations.
One Day Camp	$30	$30	$20	18,137	17,000	16,500	16,500	Proposed fee decrease to become competitive with nearby one-day camps.
PLANNING & DEVELOPMENT PLAT COMMITTEE								
Tentative Plats, < 6 lots	N/A	N/A	$100	N/A	N/A	N/A	$1,000	In FY 05, the development review fees were established. This fee was omitted in error and is being added to the fee schedulle in FY 06.

RESOURCE ALLOCATION MEETING: FORM 9

PAYMENTS TO AND FROM OTHER DEPARTMENTS

Department: Park and Recreation

(all dollars in thousands)

PAYMENTS TO BE MADE TO OTHER DEPARTMENTS

Department (to)	Reason and Source	Confirmed?	FY 02-03 Actual	FY 03-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Budget
Communications Department	Miami-Dade Television Promotional Spot Program - Fund 040 (General Operations) - Division 21 (Communications)	Yes	30	30	30	30	30
Communications Department	Miami-Dade Television Promotional Spot Program - Fund 125 (Miami Metrozoo) - Division 55	Yes	55	55	55	55	55
Communications Department	Partial cost of Graphics Technician - Fund 040 (General Operations) - Division 21 (Communications)	No	30	30	30	15	0
Enterprise Technology Services Department (ETSD)	Partial cost (50%) of Junior Programmer Analyst/Web Designer - Fund 040 (General Operations) - Division 21 (Communications)	Yes	29	37	42	49	51
Solid Waste Department	Hickman Building Rent - Fund 040 (General Operations) Division 17 (General Costs)	Yes	727	737	730	730	748
Answer Center	311 Answer Center support - (2) full-time positions for 6 months in FY 04-05 and 12 months in FY 05-06 - Based on the salary and fringe ($46,000) for a mid-level Team Metro Service Representative.	Yes	0	0	0	46	99
		Total Transfers to other Departments	**871**	**889**	**887**	**925**	**984**

PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS

Department (from)	Reason and Source	Confirmed?	FY 02-03 Actual	FY 03-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Budget
QNIP	Reimbursement from QNIP Interest	No	200	200	200	200	200
Impact Fee Administration / Planning and Zoning Department	Reimbursement from Impact Fees for Planning & Research	Yes	206	220	215	215	215
Impact Fee Administration / Planning and Zoning Department	Reimbursement from Impact Fees for Administrative Support	Yes	50	0	0	0	0
Miami-Dade Police Department	Park Security Unit	Yes	940	1,033	0	0	0
		Total Transfers from other Departments	**1,396**	**1,453**	**415**	**415**	**415**

may include capital funds as well

RESOURCE ALLOCATION MEETING: FORM 10

SELECTED LINE ITEM HIGHLIGHTS

Department: Park and Recreation

(all dollars in thousands)

Line Item Highlight	Fund(s); Subobject(s)	FY 2002-03 Actual	FY 2003-04 Actual		FY 2004-05 Budget	FY 2005-06 Base Submission	
Community Based Organization Funding	Revenue - General Fund Subsidy	107	107		107	107	
Termination Pay	Fund 040; 00154 & 00155	381	599		0	0	
Contract Temporary Employee Costs	Fund 040; Object 215	585	765	[1]	221	106	
Electrical Services	Fund 040; 22010	2,541	2,817		2,779	3,093	
Water & Sewer Services (Park Operations)	Fund 040; 22110	2,326	2,395		2,219	2,134	
Fuel Costs (Heavy & Light Vehicles)	Fund 040; 26060 & 26070	744	871		877	989	
Fairchild Tropical Gardens Funding	Revenue - General Fund Subsidy	378	378		378	378	
Miami Metrozoo - Water and Sewer Service	Fund 125; 22110	1,013	679		800	800	
Travel Costs	Funds 040 & 125; Object 312	121	136		108	136	[2]

Notes:

[1] Includes the cost of the temporary marketing position (covering vacancy) and a temporary information officer (covering the position assigned to the GOB Office). Temporary positions were hired for the Country Club of Miami until vacancies were filled. See detail attached.

[2] Miami Metrozoo included $25,100 in the base submission for travel. In the past, the Zoological Society handled the travel costs at the zoo.

RESOURCE ALLOCATION MEETING: FORM 11

TECHNOLOGY PROGRAMS AND INITIATIVES

at Base Budget Submission Level

Department: Park and Recreation

(all dollars in thousands)

	Technology Program or Initiative	Software Costs	Hardware Costs	County Personnel Cost	Consultant Personnel Cost	Other Operating /Capital Costs	Total Budget	Number of FTE's
BASE BUDGET								
FY 2005-06	FY 2006 Base Budget	115,000*		800,138		34,900	835,038	5.5 **
Total Project Cost								
	* Microsoft and Datastream recurring license costs							
	** 3.5 FTE's from ETSD (applications) ; 2 from Parks (objects 001 and 010); unknown number from the Depot SLA							
PATC's								
FY 2005-06	Computer Equipment - PATC 00030		20,000				20,000	0.0
Total Project Cost								
FY 2005-06	Add'l ETSD Application Supp Staff - PATC 00031			364,000			364,000	3.0
Total Project Cost								
BUSINESS CASES								
FY 2005-06	EAMS Phase III - PATC 00032		160,000	65,000	50,000		275,000	0.5
Total Project Cost			160,000	65,000	400,000	25,000	650,000	0.5
FY 2005-06	CADD file project - PATC 00033					200,000	200,000	0.0
Total Project Cost	(includes $82K P&R funds encumbered FY04)				82,000	200,000	282,000	0.0
FY 2005-06	EDMS - PATC 00034			125,000		500,000	625,000	1.0
Total Project Cost				125,000		500,000	625,000	1.0
FY 2005-06	Recreational Management (RMIS) - PATC 00035	300,000	21,500	37,500	121,350	-37,500	442,850	0.3
Total Project Cost	(includes $50K P&R funds incurred FY05)	300,000	21,500	87,500	121,350	-87,500	442,850	0.7
	Other operating/capital costs: $37,500 included in ETSD application SLA; 50,000 analysis paid by departmental funds FY05							
	If $300,000 anticipated grant proceeds are received, funding request will be reduced by 300,000							
FY 2005-06	Parks' Infrastructure Needs						100,000	
Total Project Cost								
FY 2005-06								
Total Project Cost								
FY 2005-06								
Total Project Cost								
FY 2005-06								
Total Project Cost								

Performing Arts Center (Management Office)

RESOURCE ALLOCATION MEETING: FORM 1

GENERAL DEPARTMENTAL SUMMARY

Department: Performing Arts Center Management Office
Fund: 360

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover					
General Fund Revenue	0	0	0	0	0
PAC Proceeds	1,446	1,307	1,499	968	821
TOTAL REVENUE	**1,446**	**1,307**	**1,499**	**968**	**821**
EXPENDITURES BY MAJOR CATEGORY					
Salary	955	822	1,010	706	532
Fringe Benefits	165	182	164	141	122
Administrative Reimbursement	0	0	0	0	
Other Operating	301	288	318	120	162
Capital	25	15	7	1	5
TOTAL OPERATING EXPENDITURES	**1,446**	**1,307**	**1,499**	**968**	**821**
Debt Service					
Reserves					
Transfers					
TOTAL EXPENDITURES	**1,446**	**1,307**	**1,499**	**968**	**821**
Cash Position					
REVENUES LESS EXPENDITURES	0	0	0	0	0
Revenue to the General Fund					

B) POSITIONS

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	8	6	7	7	5
Net full-time positions funded =	9	7	7	5	5
Budgeted Attrition Percent =	0.00%	0.00%	0.00%	0.00%	0.00%
Part-time FTEs =	0	0	0	0	0
Temp Agency FTEs =	0	0	0	0	0
Outstationed positions approved =	2	2	2	2	2

* If department administers other reserve funds, please provide detailed documentation

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Administration of the Performing Arts Center Project
Index Codes: CPE613CU1703, CPE609CU1703, CPE613CU1704, CPE609CU1704

Department: Performing Arts Center Management Office
Fund: 360

A) ISSUES OF THIS PROGRAM

Currently the construction is approximately 75% complete with a goal of 90% by the end of this fiscal year.

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover					
General Fund Revenue	0	0	0	0	0
Other Revenues	1,446	1,307	1,499	968	821
TOTAL REVENUE	**1,446**	**1,307**	**1,499**	**968**	**821**
EXPENDITURES BY MAJOR CATEGORY					
Salary	955	822	1,010	706	532
Fringe Benefits	165	182	164	141	122
Administrative Reimbursement	0	0	0	0	
Other Operating	301	288	318	120	162
Other Operating (add more rows as necessary)	25	15	7	1	5
Capital	**1,446**	**1,307**	**1,499**	**968**	**821**
TOTAL OPERATING EXPENDITURES					
Debt Service					
Reserves					
Transfers	**1,446**	**1,307**	**1,499**	**968**	**821**
TOTAL EXPENDITURES	**1,446**	**1,307**	**1,499**	**968**	**821**
Cash Position					
REVENUES LESS EXPENDITURES	**0**	**0**	**0**	**0**	**0**
Revenue to the General Fund	**0**	**0**	**0**	**0**	**0**

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	8	6	7	7	5
Net full-time positions funded =	9	7	7	5	5
Budgeted Attrition Percent =	0.00%	0.00%	0.00%	0.00%	0.00%
Part-time FTEs =	0	0	0	0	0
Temp Agency FTEs =	0	0	0	0	0
Outstationed positions approved =	2	2	2	2	2

PROGRAM INFORMATION

Activity: Administration of the Performing Arts Center Project
Index Codes: CPE613CU1703, CPE609CU1703, CPE613CU1704, CPE609CU1704

Department: Performing Arts Center Management Office
Fund: 360

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

Performance Indicators	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Percentage of construction complete	32%	67%	90%	90%	100%	Outcomes ED4-1, ED1-6, RC1-6	Project Completion by August 2006
Total dollars expended within the construction budget- (in thousands)	60,526	96,301	58,561	58,561	47,666		Project Completion by August 2006 w/l construction contract budget
DBD Target Measures:							
Community Small Business Enterprise (CSBE) Requirement Awarded to Local Contractors:	13.98%	13.81%	17.04%	17.04%	19.11%	Outcomes ED4-1, ED1-6, RC1-6	Possible disallowed dollars and change orders may impact the 19.11%
DBD Measure is 19.11% of $217,100,590 in dollars (000)	30,367	29,991	37,061	37,061	41,488		
CSBE Requirement Awarded to Local Construction Management Firms:	12.09%	12.91%	Awarded Goal	Awarded Goal	Awarded Goal		Possible change orders may impact the 10% but goal is still expected to be accomplished
DBD Measure is 10% of $37,594,014 in dollars (000)	4,544	4,851	Awarded Goal	Awarded Goal	Awarded Goal		
Actual Workforce:							
Number of new hires from the local priority zones which are designated by the Comprehensive Employment Strategy Agreement	198	342	400	400	450		Goal is 450

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 NOT APPLICABLE				0			

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 NOT APPLICABLE				0			

DEPARTMENTAL ISSUES

Department: Performing Arts Center Management Office

Highlights

1 Currently the construction is approximately 75% complete with a goal of 90% by the end of this fiscal year.

2 Currently we are still on track for a completion date of August 2006.

3 Construction has been underway for over three and a half years and has overcome major challenges. Most recently on July 27, 2004, the Board of County Commissioners approved a major Project Realignment/Restructuring Plan. The Restructuring Plan changed the construction manager's contract (Performing Arts Center Builders- PACB) from Construction Manager (CM) At Risk to an Agency CM. This Plan also increased the Project's budget from $344.338M to $412.038M, an increase of $67.7M. The Project completion date was formally extended to August 4, 2006 from October 15, 2004 (an increase of 658 days). These changes have become the catalyst to solve cost, schedule, and project management issues. The Plan provided an organizational structure to realign how the County, construction manager, design team, interact with each other.

4 The most significant objectives for the current and next fiscal year will be to continue the cooperative working relationships and open communication between the management office and the restructured team members. This will entail balancing cost, schedule, quality, and safety of the project. Also the continued realignment of the team to ensure the right skill set is in place to accomplish the Office's mission.

RESOURCE ALLOCATION MEETING: FORM 4

NEW EFFICIENCIES

Department: Performing Arts Center Management Office

Description of Efficiency/Improvement	Related Outcome(s)	Implementation Date	FY 2004-05			FY 2005-06		
			Net Dollar Value	Net Positions	Performance Impact	Net Dollar Value	Net Positions	Performance Impact
Moved from 1444 Biscayne Blvd. to the construction site at the Trailer Compound located at 240 NE 13 Street; PACB is paying for trailer expenses in their contract; all savings were programmed in the existing Project Contingency in the overall Project Budget	ED4-1, ED1-2, ED1-6, RC1-6	12/9/2004 last day of lease; actual move was November 1, 2004	162.74	0	Greatly improved communication and allowed for a more efficient contractor/owner relationship	0	0	Continues the improved communication and improved efficiency between all team members
			163					

RESOURCE ALLOCATION MEETING: FORM 6

PERSONNEL RECONCILIATION

full-time positions only

Department: Performing Arts Center Management Office

Event		Date	Count +/-
FY 2004-05 Final Adopted Budget		October 1, 2004	**7**
Overages, Reclasses, Changes, etc.			
FY 2005-06 Budget Submission			**7**
Enhancements, Reductions, Budget Changes, etc.	*Project Director*		*-1*
	Assistant to the Project Director		*-1*
FY 2005-06 Proposed Budget			**5**

RESOURCE ALLOCATION MEETING: FORM 7

CAPITAL GRANT FUNDING SUMMARY

from County and Non-County Sources

Department: Performing Arts Center Management Office

NO ADMINISTRATION DOLLARS ARE ATTACHED TO ANY OF THESE GRANTS

Funding Source	Name of Grant	Description of the Grant (including allowable uses and restrictions)	Start Date	End Date	FY 2004-05 Budget	FY 2004-05 Required Match	FY 2005-06 Proposed	FY 2005-06 Required Match
Florida Division of Cultural Affairs - Cultural Facilities Program (State Grant)	FFE Educational Spaces (01-9036)	Various furnishings and sound equipment	10/1/2000	1/31/2006	500,000	1,000,000		
Florida Division of Cultural Affairs - Cultural Facilities Program (State Grant)	Theater Rigging (02-9041)	Rigging and Stage Machinery	10/1/2001	1/31/2006	500,000	1,000,000		
Florida Division of Cultural Affairs - Regional Cultural Facilities Program	Compensating Lifts in the BOH and Various Stage Equipment (05-9491)	Compensating Lifts and various stage equipment	10/1/2005	4/1/2006	500,000	1,000,000		
Office of Tourism, Trade and Economic Development	OT-98-076 - '97-'98 General Appropriations Act and Summary Statement of Intent	DESIGN Pedestrian Bridge and Terrace Walkways (a little construction)	2/27/097	10/31/1998	300,000	0		
Division of Historical Resources	98S-107SC - Special Category Grant-In-Aid Funds	Sears Tower Adaptive Reuse	2/16/1999	3/31/2003	425,000	0		
Florida Dept. of Environmental Protection - Bureau of Land Acquisition	DEP Agreement SP519 - Line Item 1300A of the '98-'99 Appropriations Act	Performing Arts Center Gateway Parks	10/1/1998	7/31/2001	1,500,000	0		
FDOT Federal Transportation and Community and System Preservation Program Line Item	TCSP Miami Performing Arts Center : Pedestrian Plaza and Traffic Calming	Traffic calming effects of the plaza, pavers on Biscayne Blvd., lighting elements, etc.	FY 05 Omnibus Appropriations; this is a new appropriation; in process of finding out specifics and to confirm the amount				250,000	0
National Park Service (Federal Grant)	Save America's Treasures (Art Deco/Sears Tower)	Preservation of the Art Deco Tower - various scopes of work	3/1/2004	6/30/2006			123,460	239,811
HUD/VA (Federal Grant)	HUD, EDI (Economic Development Initiative) FY 04 - #B-04-SRFL-0180	Fixed Theater Seating	10/26/2004	10/26/2009			298,320	0
			Under an environmental review with OCED					

FORWARD A COPY TO:
Dan Wall, OSBM - (305) 375-5143
Jose Fernandez, Finance Department - (305) 375-5080

RESOURCE ALLOCATION MEETING: FORM 9

PAYMENTS TO AND FROM OTHER DEPARTMENTS

Department: Performing Arts Center Management Office

(all dollars in thousands)

PAYMENTS TO BE MADE TO OTHER DEPARTMENTS

Department (to)	Reason and Source	Confirmed?	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Budget
County Manager's Office	Salary and fringe payments for Bill Johnson, Lisa McMillion, and Alicia Cumba (operating budget)		132.649	56.750	200.607	0.000	0.000
Department of Business Development	Payment for out stationed employee to monitor the Project's CSBE Program (capital budget)		52.000	0.000	60.739	60.739	60.739
Department of Procurement Management	Payment for out stationed employee to monitor the Project's Direct Purchase Program; Memorandum of Understanding (MOU) between DPM and PAC; billed directly to PAC's Index code (operating budget)		65.533	73.414	83.046	83.046	84.649
Office of the County Attorney	Legal		0.000	25.000	0.000	0.000	0.000
Office of the Inspector General's	.25% Fee mandated by Ordinance and MOU between PAC and IG; payments made on a quarterly basis thru JE: in the process of modifying the current MOU to reflect IG's fee due to the increases in the contracts due to restructuring; the additional fee is budgeted at $113K for FY 06 (capital budget)		43.958	65.937	65.937	65.937	113.776
Capital Working Fund			581.000	283.784	0.000	-283.784	0.000
		Total Transfers to other Departments	**875.14**	**504.89**	**410.33**	**-74.06**	**259.16**

PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS

Department (from)	Reason and Source	Confirmed?	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Budget
Finance Department	Revenue from 2005 Bond Issuance as stated in R-1408-00 and R-1021-04		0	0	135,700	135,700	135,700
		Total Transfers from other Departments			**135,700**	**135,700**	**135,700**

may include capital funds as well

RESOURCE ALLOCATION MEETING: FORM 10

SELECTED LINE ITEM HIGHLIGHTS

Department: Performing Arts Center Management Office

(all dollars in thousands)

Line Item Highlight	Index Code	Subobject(s)	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2005-06 Base Submission
Office Lease - 1444 Biscayne Blvd.	CPE609&613CU1703	25511	159.53	174.77	199.20	0.00
Travel	CPE609&613CU1703	31210, 31211, 31220	17.25	7.76	6.00	4.00

Agenda Item No. 12

Performing Arts Center Trust

RESOURCE ALLOCATION MEETING: FORM 1

GENERAL DEPARTMENTAL SUMMARY

Department: Miami Performing Arts Center Trust - Pre Opening
Fund:

A) OPERATING BUDGET - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	0	78	254	254	0
General Fund Revenue	0	0	0	0	0
Contributions from Miami Performing Arts Center Foundation	1,100	1,785	892	892	873
Department of Cultural Affairs Grants - Major Cultural Institution	0	0	150	150	150
CDT Revenues	0	0	1,850	1,850	0
Other Revenues	95	86	69	69	83
TOTAL REVENUE	**1,195**	**1,949**	**3,215**	**3,215**	**1,106**
EXPENDITURES BY MAJOR CATEGORY					
Salary	655	962	1,472	1,472	3,011
Fringe Benefits	36	74	324	324	752
Administrative Reimbursement	0	0	0	0	0
Building Costs (Utilities, Maintenance, Security, & Repair)	0	0	0	0	1,058
Community Programs	0	165	485	485	500
Office Rent	0	0	218	218	306
Other Operating	426	494	716	792	823
Capital	0	0	0	0	0
TOTAL OPERATING EXPENDITURES	**1,117**	**1,695**	**3,215**	**3,291**	**6,450**
Debt Service	0	0	0	0	0
Reserves	0	0	0	0	0
Transfers	0	0	0	0	0
TOTAL EXPENDITURES	**1,117**	**1,695**	**3,215**	**3,291**	**6,450**
Cash Position					
REVENUES LESS EXPENDITURES	**78**	**254**	**0**	**-76**	**-5,344**
Revenue to the General Fund	0	0	0	0	0

B) POSITIONS (These positions are not County Employees, but are employees of the Performing Arts Center Trust Inc.)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved** =	7	13	26	28	71
Net full-time positions funded** =	7	13	26	28	71
Budgeted Attrition Percent =			27.30%	24.20%	19.40%
Part-time FTEs =	0	0	0	0	5
Temp Agency FTEs =	0	0	0	0	0

* If department administers other reserve funds, please provide detailed documentation

** These positions are not County positions.

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: General Administration
Index Codes:

Department: Miami Performing Arts Center Trust - Pre Opening
Fund:

A) ISSUES OF THIS PROGRAM

To prepare for the opening and ongoing operations of the Miami Performing Arts Center which is scheduled to open in October 2006
To recruit and train the staff responsible for operating the Miami Performing Arts Center
To establish operating policies, procedures, and contractual relationships necessary to manage the Miami Performing Arts Center

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	0	78	254	254	0
General Fund Revenue	0	0	0	0	0
Contributions from Miami Performing Arts Center Foundation	1,100	1,785	0	0	0
Department of Cultural Affairs Grants - Major Cultural Institution	0	0	0	0	0
CDT Revenues	0	0	893	893	0
Other Revenues	95	86	69	69	83
TOTAL REVENUE	**1,195**	**1,949**	**1,216**	**1,216**	**83**
EXPENDITURES BY MAJOR CATEGORY					
Salary	655	962	647	647	939
Fringe Benefits	36	74	142	142	234
Administrative Reimbursement	0	0	0	0	0
Building Costs (Utilities, Maintenance, Security, & Repair)	0	0	0	0	0
Community Programs	0	165	0	0	0
Office Rent	0	0	218	218	306
Other Operating	426	494	209	285	204
Capital	0	0	0		0
TOTAL OPERATING EXPENDITURES	**1,117**	**1,695**	**1,216**	**1,292**	**1,683**
Debt Service	0	0	0	0	0
Reserves	0	0	0	0	0
Transfers	0	0	0	0	0
TOTAL EXPENDITURES	**1,117**	**1,695**	**1,216**	**1,292**	**1,683**
Cash Position					
REVENUES LESS EXPENDITURES	**78**	**254**	**0**	**-76**	**-1,600**
Revenue to the General Fund	0	0	0	0	0

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: General Administration
Index Codes:
Department: Miami Performing Arts Center Trust - Pre Opening
Fund:

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	7	13	8	10	16
Net full-time positions funded =	7	13	8	10	16
Budgeted Attrition Percent =					
Part-time FTEs =	0	0	0	0	0
Temp Agency FTEs =	0	0	0	0	0

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Recruit and Training Staff			1	1	6		
Develop operating policies, handbooks, and contracts			40%	40%	100%		

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 N/A				0			
2				0			
3				0			
4				0			

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 N/A				0			
2				0			
3				0			
4				0			
5				0			

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Theater Operations
Index Codes:
Department: Miami Performing Arts Center Trust - Pre Opening
Fund:

A) ISSUES OF THIS PROGRAM

To prepare for the opening and ongoing operations of the Miami Performing Arts Center which is scheduled to open in October 2006
To train the Theater Operations staff to operate the Miami Performing Arts Center
To purchase, install and test all theater equipment to ensure readiness for opening
To work with the Resident Companies to help them prepare for the transition to the Miami Performing Arts Center

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	0	0	0	0	0
General Fund Revenue	0	0	0	0	0
Contributions from Miami Performing Arts Center Foundation	0	0	0	0	0
Department of Cultural Affairs Grants - Major Cultural Institution	0	0	0	0	0
CDT Revenues	0	0	413	413	0
Other Revenues	0	0	0	0	0
TOTAL REVENUE	**0**	**0**	**413**	**413**	**0**
EXPENDITURES BY MAJOR CATEGORY					
Salary	0	0	303	303	1,143
Fringe Benefits	0	0	67	67	286
Administrative Reimbursement	0	0	0	0	0
Building Costs (Utilities, Maintenance, Security, & Repair)	0	0	0	0	0
Community Programs	0	0	0	0	0
Office Rent	0	0	0	0	0
Other Operating	0	0	43	43	50
Capital	0	0	0	0	0
TOTAL OPERATING EXPENDITURES	**0**	**0**	**413**	**413**	**1,479**
Debt Service	0	0	0	0	0
Reserves	0	0	0	0	0
Transfers	0	0	0	0	0
TOTAL EXPENDITURES	**0**	**0**	**413**	**413**	**1,479**
Cash Position					
REVENUES LESS EXPENDITURES	**0**	**0**	**0**	**0**	**-1,479**
Revenue to the General Fund	0	0	0	0	0

PROGRAM INFORMATION

Activity: Theater Operations
Index Codes:
Department: Miami Performing Arts Center Trust - Pre Opening
Fund:

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	0	0	8	8	39
Net full-time positions funded =	0	0	8	8	39
Budgeted Attrition Percent =					
Part-time FTEs =	0	0	0	0	5
Temp Agency FTEs =	0	0	0	0	0

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Recruit and Training Staff			5	5	31		
Purchase, install, and test Theater Equipment			25%	25%	100%		

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 N/A				0			
2				0			
3				0			
4				0			

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 N/A				0			
2				0			
3				0			
4				0			
5				0			

PROGRAM INFORMATION

Activity: Building Operations
Index Codes:
Department: Miami Performing Arts Center Trust - Pre Opening
Fund:

A) ISSUES OF THIS PROGRAM

To prepare for the opening and ongoing operations of the Miami Performing Arts Center which is scheduled to open in October 2006
To train the Building Operations staff to operate the Miami Performing Arts Center
To work with the Construction Team on issues related to building mechanical equipment and spaces
Train staff and test systems for all engineering, custodial, security and telecommunications areas to ensure readiness for opening and preservation of all warrantees

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	0	0	0	0	0
General Fund Revenue	0	0	0	0	0
Contributions from Miami Performing Arts Center Foundation	0	0	0	0	0
Department of Cultural Affairs Grants - Major Cultural Institution	0	0	0	0	0
CDT Revenues	0	0	122	122	0
Other Revenues	0	0	0	0	0
TOTAL REVENUE	**0**	**0**	**122**	**122**	**0**
EXPENDITURES BY MAJOR CATEGORY					
Salary	0	0	47	47	82
Fringe Benefits	0	0	10	10	20
Administrative Reimbursement	0	0	0	0	0
Building Costs (Utilities, Maintenance, Security, & Repair)	0	0	0	0	1,058
Community Programs	0	0	0	0	0
Office Rent	0	0	0	0	0
Other Operating	0	0	65	65	117
Capital	0	0	0	0	0
TOTAL OPERATING EXPENDITURES	**0**	**0**	**122**	**122**	**1,277**
Debt Service	0	0	0	0	0
Reserves	0	0	0	0	0
Transfers	0	0	0	0	0
TOTAL EXPENDITURES	**0**	**0**	**122**	**122**	**1,277**
Cash Position					
REVENUES LESS EXPENDITURES	**0**	**0**	**0**	**0**	**-1,277**
Revenue to the General Fund	0	0	0	0	0

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Building Operations
Index Codes:
Department: Miami Performing Arts Center Trust - Pre Opening
Fund:

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	0	0	2	1	1
Net full-time positions funded =	0	0	2	1	1
Budgeted Attrition Percent =					
Part-time FTEs =	0	0	0	0	0
Temp Agency FTEs =	0	0	0	0	0

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Recruit and Training Staff			1	1	0		
Hire company to manage Engineering, Security, & Cleaning			100%	100%	N/A		

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 N/A				0			
2				0			
3				0			
4				0			

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 N/A				0			
2				0			
3				0			
4				0			
5				0			

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Marketing
Index Codes:
Department: Miami Performing Arts Center Trust - Pre Opening
Fund:

A) ISSUES OF THIS PROGRAM

To prepare for the opening and ongoing operations of the Miami Performing Arts Center which is scheduled to open in October 2006
To develop and implement a branding campaign for the Miami Performing Arts Center
To work with local, national, and international media to create a positive image of the Miami Performing Arts Center as a Premier Performing Arts Center
To develop and implement the Center's initial marketing campaign for ticket sales and annual memberships

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	0	0	0	0	0
General Fund Revenue	0	0	0	0	0
Contributions from Miami Performing Arts Center Foundation	0	0	176	176	28
Department of Cultural Affairs Grants - Major Cultural Institution	0	0	0	0	0
CDT Revenues	0	0	422	422	0
Other Revenues	0	0	0	0	0
TOTAL REVENUE	**0**	**0**	**598**	**598**	**28**
EXPENDITURES BY MAJOR CATEGORY					
Salary	0	0	258	258	467
Fringe Benefits	0	0	57	57	117
Administrative Reimbursement	0	0	0	0	0
Building Costs (Utilities, Maintenance, Security, & Repair)	0	0	0	0	0
Community Programs	0	0	0	0	0
Office Rent	0	0	0	0	0
Other Operating	0	0	283	283	432
Capital	0	0	0	0	0
TOTAL OPERATING EXPENDITURES	**0**	**0**	**598**	**598**	**1,016**
Debt Service	0	0	0	0	0
Reserves	0	0	0	0	0
Transfers	0	0	0	0	0
TOTAL EXPENDITURES	**0**	**0**	**598**	**598**	**1,016**
Cash Position					
REVENUES LESS EXPENDITURES	**0**	**0**	**0**	**0**	**-988**
Revenue to the General Fund	0	0	0	0	0

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Marketing
Index Codes:
Department: Miami Performing Arts Center Trust - Pre Opening
Fund:

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	0	0	5	5	9
Net full-time positions funded =	0	0	5	5	9
Budgeted Attrition Percent =					
Part-time FTEs =	0	0	0	0	0
Temp Agency FTEs =	0	0	0	0	0

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Recruit and Training Staff			2	2	4		
Prepare for selling subscription tickets for 2006-2007 season					100%		

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 N/A				0			
2				0			
3				0			
4				0			

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 N/A				0			
2				0			
3				0			
4				0			
5				0			

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Programming
Index Codes:
Department: Miami Performing Arts Center Trust - Pre Opening
Fund:

A) ISSUES OF THIS PROGRAM

To prepare for the opening and ongoing operations of the Miami Performing Arts Center which is scheduled to open in October 2006
Establish on going relationships with local, national, and international artistic groups and individuals
Program community activities to increase the awareness and excitement about the opening of the Miami Performing Arts Center
Plan and negotiate the Center's self-presentations and co-promotions to make sure the Center opens with a well rounded and diverse offering of events.

B) OPERATING BUDGET FOR THIS PROGRAM - REVENUES AND EXPENDITURES

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	0	0	0	0	0
General Fund Revenue	0	0	0	0	0
Contributions from Miami Performing Arts Center Foundation	0	0	716	716	845
Department of Cultural Affairs Grants - Major Cultural Institution	0	0	150	150	150
CDT Revenues	0	0	0	0	0
Other Revenues	0	0	0	0	0
TOTAL REVENUE	**0**	**0**	**866**	**866**	**995**
EXPENDITURES BY MAJOR CATEGORY					
Salary	0	0	217	217	380
Fringe Benefits	0	0	48	48	95
Administrative Reimbursement	0	0	0	0	0
Building Costs (Utilities, Maintenance, Security, & Repair)	0	0	0	0	0
Community Programs	0	0	485	485	500
Office Rent	0	0	0	0	0
Other Operating	0	0	116	116	20
Capital	0	0	0	0	0
TOTAL OPERATING EXPENDITURES	**0**	**0**	**866**	**866**	**995**
Debt Service	0	0	0	0	0
Reserves	0	0	0	0	0
Transfers	0	0	0	0	0
TOTAL EXPENDITURES	**0**	**0**	**866**	**866**	**995**
Cash Position					
REVENUES LESS EXPENDITURES	**0**	**0**	**0**	**0**	**0**
Revenue to the General Fund	0	0	0	0	0

RESOURCE ALLOCATION MEETING: FORM 2

PROGRAM INFORMATION

Activity: Programming
Index Codes:
Department: Miami Performing Arts Center Trust - Pre Opening
Fund:

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	0	0	3	4	6
Net full-time positions funded =	0	0	3	4	6
Budgeted Attrition Percent =					
Part-time FTEs =	0	0	0	0	0
Temp Agency FTEs =	0	0	0	0	0

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

(all dollars in thousands)

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Recruit and Training Staff			2	2	2		
Confirm calendar for 2006-2007 season			100%	100%			
Program and Contract with Artist for 2006-2007 season			40%	40%	100%		

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 N/A				0			
2				0			
3				0			
4				0			

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

(all dollars in thousands)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1 N/A				0			
2				0			
3				0			
4				0			
5				0			

RESOURCE ALLOCATION MEETING: FORM 6

PERSONNEL RECONCILIATION

full-time positions only

Department: Miami Performing Arts Center Trust - Pre-Opening

Event	*Changes*	Date	Count +/-
FY 2004-05 Final Adopted Budget		October 1, 2004	**26**
Overages, Reclasses, Changes, etc.	*Programming Associate*	*January 1, 2005*	*+1*
	Receptionist	*January 18, 2005*	*+1*
	Accounting Clerk	*February 1, 2005*	*+1*
	Finance Administrative Assistant	*July 1, 2005*	*+1*
	Director of Human Resources		*-1*
	Chief Building Engineer		*-1*
FY 2005-06 Budget Submission			**28**
ments, Reductions, Budget Changes, etc.	*Call Center Manager*	*October 1, 2005*	*+1*
	Chief Stage Manager	*October 1, 2005*	*+1*
	Director of Marketing	*October 1, 2005*	*+1*
	Master Electrician	*October 1, 2005*	*+1*
	Producer of Community Programs	*October 1, 2005*	*+1*
	SQL Applications Support	*October 1, 2005*	*+1*
	Subscription Manager	*October 1, 2005*	*+1*
	Technical Director	*October 1, 2005*	*+1*
	Education Assistant	*November 1, 2005*	*+1*
	Senior Accountant	*December 1, 2005*	*+1*
	Digital Marketing Manager	*January 1, 2006*	*+1*
	Group Sales Manager	*January 1, 2006*	*+1*
	House Manager	*January 1, 2006*	*+1*
	Human Resources Manager	*January 1, 2006*	*+1*
	PC Support Technician	*January 1, 2006*	*+1*
	Show Marketing Manager	*January 1, 2006*	*+1*
	System Administrator	*January 1, 2006*	*+1*
	Assistant Volunteer Coordinator	*February 1, 2006*	*+1*
	Master Audio & Video	*February 1, 2006*	*+1*
	Master Carpenter	*February 1, 2006*	*+1*
	Payroll Clerk	*February 1, 2006*	*+1*
	Assistant House Manager (2 positions)	*March 1, 2006*	*+2*

RESOURCE ALLOCATION MEETING: FORM 6

PERSONNEL RECONCILIATION

full-time positions only

Department: Miami Performing Arts Center Trust - Pre-Opening

Event	Changes	Date	Count +/-
Enhance	*Box Office Supervisor (2 positions)*	*March 1, 2006*	*+2*
	Facility Coordinator (2 positions)	*March 1, 2006*	*+2*
	Assistant Stage Manager (4 positions)	*April 1, 2006*	*+4*
	Lighting Crew #1	*April 1, 2006*	*+1*
	Audio & Video Crew	*May 1, 2006*	*+1*
	Lighting Crew #2	*May 1, 2006*	*+1*
	Ticketing Customer Service Representative	*August 1, 2006*	*+9*
FY 2005-06 Proposed Budget			**71**

* Reclassifications are not required on this form

The staff of the Performing Arts Center Trust are not County employees, but are employees of the Performing Arts Center Trust Inc.

DEPARTMENTAL ISSUES

Department: Miami Performing Arts Center Trust - Pre Opening

- The overriding issue for this budget is planning for the start up of the Miami Performing Arts Center, scheduled to open in October 2006.
- The ramp up in staffing has been prepared to balance the desire to delay staff hiring as much as possible and the need to allow sufficient time to train the staff prior to opening.
- This budget does not include a potential deposit due to Florida Power & Lights which is currently being negotiated. If the deposit is required it will increase the cash shortfall by $80,000.

RESOURCE ALLOCATION MEETING: FORM 7

GRANT FUNDING SUMMARY

from County and Non-County Sources

Department: Miami Performing Arts Center Trust - Pre Opening

Funding Source	Name of Grant	Description of the Grant (including allowable uses and restrictions)	Start Date	End Date	FY 2004-05 Budget	FY 2004-05 Required Match	FY 2005-06 Proposed	FY 2005-06 Required Match	Source of Required Match
MDC- Cul. Aff.	Major Cultural Institutions	Programming for General Public	1/1/2004	9/30/2005	150,000	0	150,000	0	0

* In the Description column, also include the administration amount allowed (either dollars or percent) and describe any administration that is currently being funded by the grant (positions, other operating, and what they do)

Agenda Item No. 13

Vizcaya Museum and Gardens

RESOURCE ALLOCATION MEETING: FORM 1

GENERAL DEPARTMENTAL SUMMARY

Department: Vizcaya Museum and Gardens
Fund: VZ

A) DEPARTMENTAL BUDGET - REVENUES AND EXPENDITURES

All Items Are Fund 001 Unless Otherwise Specified

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover (All Subfunds 001 & 002)	2,532	1,494	983	344	0
General Fund/CDT Request	0	0	0	0	856
Capital Outlay Reserve Fund	0	0	125	125	125
Admissions	1,320	1,241	1,300	1,122	1,200
Facility Rental	859	917	864	1,050	1,050
Tent Rental	201	192	150	225	225
Photos	300	300	308	400	400
Café/Shop	78	70	70	75	75
Miscellaneous	64	47	75	40	40
Donations	43	57	50	57	157
Vizcayans (construction reimbursement)	183	302	0	0	0
Guide Books	25	29	28	30	35
Grants	66	0	200	90	190
Interest Income	35	13	40	3	0
TOTAL REVENUE	**5,706**	**4,662**	**4,193**	**3,561**	**4,353**
EXPENDITURES BY MAJOR CATEGORY					
Salary	1,352	1,785	1,819	1,860	2,199
Fringe Benefits	382	476	582	651	751
Administrative Reimbursement	80	102	113	113	126
Outside Contractors	201	40	20	15	20
Marketing/Printing	187	199	215	215	192
Rental Expenses	116	110	113	136	137
Insurance	129	115	131	115	124
General Operating	597	641	690	715	679
Capital Expenses (CORF)	0	0	125	125	125
Capital Expenses (Fund 002)	1,168	850	385	355	0
	4,212	**4,318**	**4,193**	**4,300**	**4,353**
Cash Position					
REVENUES LESS EXPENDITURES	**1,494**	**344**	**0**	**-739**	**0**
Revenue to the General Fund					

GENERAL DEPARTMENTAL SUMMARY

Department: Vizcaya Museum and Gardens
Fund: VZ

B) POSITIONS

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	40	39	40	42	42
Net full-time positions funded =					
Budgeted Attrition Percent =	5.00%		5.00%	1.00%	1.00%
Part-time FTEs =	10	10	8	8	8
Temp Agency FTEs =					

PROGRAM INFORMATION

Activity: General Operations
Index Codes: VZEVIZ599500/VZEVIZ596912

Department: Vizcaya Museum and Gardens
Fund: 450-001

A) ISSUES OF THIS PROGRAM

VIZCAYA MUST ADHERE TO AMERICAN ASSOCIATION OF MUSEUMS AND NATIONAL HISTORIC LANDMARK GUIDELINES

Vizcaya maintains its accreditation and core operations with minimal staffing; collections care and community engagement would be greatly enhanced with a small number of additional staff.
Under the leadership of the Vizcaya Museum and Gardens Trust, Vizcaya's recently hired professional staff is undertaking an ambitious business plan focused on Delivering Excellence Every Day.

DURING THE 2005-06 BUDGET PROCESS IT WAS DETERMINED THAT VIZCAYA'S CARRYOVER INTO FY04-05 IS SIGNIFICANTLY LOWER THAN ANTICIPATED

County funding is requested to maintain current operations and avoid deficit condition.

COUNTY FUNDS ARE REQUESTED TO MEET SHORTFALL BETWEEN OPERATIONAL REVENUES AND EXPENSES AT CURRENT LEVELS IN FY05-06.

Vizcaya's expenses have exceeded revenues for several years, and the budget has been balanced through the use of carryover.
Carryover will be depleted during the current fiscal year, due to operational and capital expenses.
Historically, Vizcaya has relied very heavily on facility rentals for its earned income; this has its limitations as facility rentals damage the facility and prevent Vizcaya from doing evening community-based programming.
Revenues include projection of $100,000 from Cultural Affairs Department's Major's Program.
Vizcayans support group is exceeding its contractual commitment to contribute $450,000 over 3 years in support of Vizcaya projects (only portion of funds pass through Vizcaya's accounts).
Private fundraising efforts are being advanced, but public-sector support is an important piece of the equation to build private confidence.

ADDITIONAL COUNTY FUNDS ARE REQUESTED IN FY05-06 TO HIRE CRITICALLY NEEDED STAFF TO CARE FOR VIZCAYA AND MAKE IT FULLY ACCESSIBLE TO THE PUBLIC

Priority 1: There is no staff to oversee GOB-funded capital projects and no staff to oversee care and upgrades of Vizcaya's extraordinary gardens.
Enhancement includes the request for 1 professional, with a specialization in historic preservation, to manage GOB-funded restoration and construction projects.
Enhancement includes the request for 1 Chief Gardener/Horticulturalist to oversee interpretation and maintenance of gardens.

Priority 2: One education professional is responsible for overseeing guiding program with 200 volunteers and daily tours, and for developing new school, family, and adult programs.
Enhancement includes the request for 3 education professionals to oversee 200 Volunteer Guides and develop new programs for school, family, and adult audiences.

Priority 3: One curatorial professional is responsible for 14 National Historic Landmark Buildings and 40,000 art and archival objects.
Enhancement includes request for 2 curatorial professionals and 1 Conservation/Restoration Specialist to care for and present objects.

Priority 4: Vizcaya's large parking lot is inadequately patrolled, and there is no patrol in the Science Museum lot; robberies have occurred in these locations in 04-05.
Enhancement includes request for 2 additional part-time security officers to patrol these two parking lots, both part of Vizcaya's property.

Priority 5: Rare collections are moved by custodial workers not trained in handling objects, during hurricane preparation and for events.
Enhancement includes request for 2 art handlers to assist with collections care, cataloguing, storage, exhibitions.

Priority 6: New fees are being created to allow use of Vizcaya's Garage; if use occurs additional maintenance and security overtime will be required.
Enhancement requests additional overtime in an amount not to exceed revenues from prospective rental of Vizcaya's historic Garage building.

These requests are based on the organizational structure approved by the Vizcaya Trust and County staff, and is an annualized restatement of the request made in FY04-05.

PROGRAM INFORMATION

Activity: General Operations
Index Codes: VZEVIZ599500/VZEVIZ596912

Department: Vizcaya Museum and Gardens
Fund: 450-001

B) OPERATING BUDGET (Subfund 001) FOR THIS PROGRAM - REVENUES AND EXPENDITURES

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	1,812	642	751	-11	0
General Fund/CDT Request	0	0	0	0	856
Admissions	1,320	1,241	1,300	1,122	1,200
Facility Rental	859	917	864	1,050	1,050
Tent Rental	201	192	150	225	225
Photos	300	300	308	400	400
Café/Shop	78	70	70	75	75
Miscellaneous	64	47	75	40	40
Donations	43	57	50	57	157
Vizcayans (construction reimbursement)	183	302	0	0	0
Guide Books	25	29	28	30	35
Grants	66	0	200	90	190
Interest Income	35	13	40	3	0
TOTAL REVENUE	**4,986**	**3,810**	**3,836**	**3,081**	**4,228**
EXPENDITURES BY MAJOR CATEGORY					
Salary	1,352	1,785	1,819	1,860	2,199
Fringe Benefits	382	476	582	651	751
Administrative Reimbursement	80	102	113	113	126
Outside Contractors	201	40	20	15	20
Marketing	187	199	215	215	192
Rental Expenses	116	110	113	136	137
Insurance	129	115	131	115	124
General Operating	597	641	690	715	679
TOTAL OPERATING EXPENDITURES	**3,044**	**3,468**	**3,683**	**3,820**	**4,228**
Debt Service					
Reserves					
Transfers	1,300	353	153	0	0
TOTAL EXPENDITURES	**4,344**	**3,821**	**3,836**	**3,820**	**4,228**
Cash Position					
REVENUES LESS EXPENDITURES	**642**	**-11**	**0**	**-739**	**0**
Revenue to the General Fund					

PROGRAM INFORMATION

Activity: General Operations
Index Codes: VZEVIZ599500/VZEVIZ596912
Department: Vizcaya Museum and Gardens
Fund: 450-001

C) POSITIONS FOR THIS PROGRAM

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Full-time positions approved =	40	39	40	42	42
Net full-time positions funded =					
Budgeted Attrition Percent =	5.00%		5.00%		1.00%
Part-time FTEs =	10	10	8	8	8
Temp Agency FTEs =					

D) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

Percentages are cumulative; other numbers are not.	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Keep Vizcaya Open to the Public 364 Days Per Year (Base Operations)	100%	100%	100%	100%	100%	RC1-1, 1-3, 1-4, 2-1, 3-1, 4-1	Mgr Priority 8, 18
Number of Visitors	139,657	148,000	135,000	143,200	150,000	RC 1-4, 2-1, 3-1	Mgr Priority 8, 18
Number of Quince/Bridal Photo Permits	2,578	2,831	2,300	3,081	3,000	RC 1-4, 2-1	Mgr Priority 18
Complete main water line Replacement	0%	95%	100%	100%	NA	RC1-1	Mgr Priority 4, 9
Complete Restoration of Garage and Blacksmith Shop	75%	95%	100%	100%	NA	RC1-1, 1-3	Mgr Priority 4, 8,9
Complete Master Plan for Entire Vizcaya Estate	10%	30%	100%	100%	NA	RC1-1, 1-3, 1-4, 2-1, 3-1, 4-1	Mgr Priority 4, 8, 18
Annual Frequency for Cleaning Rooms/Objects	1	1	1	1	12	RC1-1, 1-4	Mgr Priority 4,8
Percentage of Objects Restored	1%	2%	3%	3%	10%	RC1-1, 1-4	Mgr Priority 4, 8
Number of Village Buildings Cleared of Damaging Debris	2	2	6	6	5	RC1-1	Mgr Priority 4, 8
Number of Buildings Fumigated to Prevent Decay	0	0	0	4	2	RC1-1	Mgr Priority 4, 9
Number of New Security Devices Installed	0	3	10	10	0	RC1-1, 1-4	Mgr Priority 8, 9
Number of Objects Input into Database	0	0	800	800	1600	RC1-1	Mgr Priority 4, 14
Number of Objects Moved to Improved Locations	0	0	200	200	200	RC1-1	Mgr Priority 4
Number of New Offices Created for Staff	0	0	0	4	0	RC1-4, 2-1	Mgr Priority 4
Number of New Training Workshops for Volunteer Guides	0	0	3	10	20	RC1-3, 4-1	Mgr Priority 8
Number of Visitors Served Through New Youth and Adult Programs	0	0	500	500	1500	RC1-3, 4-1	Mgr Priority 8
Grant and Donations Received from New Sources	66,000	0	200,000	100,000	200,000	RC2-1	Mgr Priority 18
Implement New Café and Shop	0%	10%	35%	35%	100%	RC1-4, 2-1, 3-1	Mgr Priority 18
Number of New Wayfinding Signs on Property	0	2	65	65	5	RC1-4, 2-1, 3-1	Mgr Priority 3, 8
Number of New Interpretive Signs in House	0	0	0	10	10	RC1-1, 1-4	Mgr Priority 3, 8
Number of New Website Pages	0	2	12	25	5	RC1-4, 3-1, 4-1	Mgr Priority 8, 14

PROGRAM INFORMATION

Activity: General Operations
Index Codes: VZEVIZ599500/VZEVIZ596912

Department: Vizcaya Museum and Gardens
Fund: 450-001

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

Priority		COUNTYWIDE COST	UMSA COST	OTHER COST (FUNDRAISING)	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1	Hire **Construction Planning Supervisor** (1FT) to coordinate GOB-funded projects and **Chief Gardener** (1FT) to oversee care and improvement of Vizcaya's gardens; increase Vizcaya's ability to care for its facility and utilize available financial resources by 200% annually. (It is anticipated that project funding of $150,000 annually will be supported by Vizcayans)	153	0	150 in restoration projects funded by The Vizcayans	303	2	RC1-1, 1-3, 1-4, 1-6, 2-1, 3-1, 4-1	Essential for GOB; Mgr's Priorities 1, 4, 8
2	Hire **Youth and Family Educational Programs Manager** (1FT), **Adult Educational Programs Manager** (1FT), **& Volunteer Guide Coordinator** (1FT) to introduce new programs for students, teachers, families, and adults; numbers served 300% over base in first year. ($40,000 in additional educational program grants anticipated annually, beginning first year)	192	0	40	232	3	RC1-3, 1-4, 1-5 3-1, 4-1	Community Demand for Programs; Mgr Priority 8
3	Hire **Curator of Objects** (1FT) & **Conservation/Restoration Specialist** (1FT) to care for 2000-year-old objects, 14 National Historic Landmark Buildings, to increase public exhibitions from 0 to 2 per year, to increase interpretive projects from 1 to 3 each year, and to improve maintenance of irreplaceable resources. ($25,000 in research and exhibition program grants anticipated annually, beginning 1st year).	123	0	25	148	2	RC1-1, 1-3, 1-4, 4-1	Collections Care and Exhibitions Inadequate; Mgr Priority 4, 8
4	Add 2 more **part-time Security Officers** 1 to patrol Vizcaya and Miami Museum of Science parking lots to diminish danger to visitors, following robberies in 04-05.	60	0	0	60	2 PT	RC1-1	Responding to police department recommendations.

PROGRAM INFORMATION

Activity: General Operations
Index Codes: VZEVIZ599500/VZEVIZ596912

Department: Vizcaya Museum and Gardens
Fund: 450-001

5	Hire 2 **Art and Archives Handlers** to ensure proper care of objects when they are being moved during hurricane preparation, restoration, construction; increase numbers of objects/images catalogued, available online, and moved to improved storage locations by 200% annually. (Grants for cataloguing are available)	82	0	10	92	2	RC1-1, 1-4, 3-1	Rare objects now handled by custodial workers contrary to professional. standards; Mgr Priority 4, 14
6	Increase Overtime Allocation by $14,600 to allow Vizcaya to provide Security and Maintenance staff to manage Garage facility rentals should these be requested by outside parties. Additional expenses will be covered by additional revenues.	0	0	14.6	14.6	0	RC1-1, 1-3, 1-4, 1-6	Overtime expenses to be covered by new revenue
	TOTALS	**610**	**0**	**240**	**850**	**9 FT/ 2 PT**		

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

Priority	COUNTYWIDE COST	UMSA COST	OTHER COST	TOTAL COST	POSITION CHANGE	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
1. Reduce Other Critical Marketing Vehicles (31420)	0	0	20	20	0	RC3-1	Run risk of eroding ticket revenues
2. Reduce Security Training and Safety at Special Events (00160)	0	0	10	10	0	RC1-1, 1-4	Will decrease competence of security force and inc risk to public & facility.
3. Leave PT Security Position Vacant for Full Fiscal Year	0	0	23	23	0	RC1-1, 1-4	Diminish security in Main House and Parking Lot
	0	0	53	53	0		

PROGRAM INFORMATION

Activity: Capital Projects
Index Codes: VZE450935801

Department: Vizcaya Museum and Gardens
Fund: 450-002

A) ISSUES OF THIS PROGRAM

VIZCAYA MUST ADHERE TO AMERICAN ASSOCIATION OF MUSEUMS AND NATIONAL HISTORIC LANDMARK GUIDELINES

Under the leadership of the Vizcaya Museum and Gardens Trust, Vizcaya's recently hired professional staff is undertaking an ambitious business plan focused on Delivering Excellence Every Day.

NUMEROUS CAPITAL PROJECTS ARE UNDERWAY WITH ADDITIONAL CORF FUNDS REQUESTED FOR FY05-06.

Various capital projects approved in Vizcaya's Subfund 002 for FY03-04 were not completed during FY03-04; the intent was to complete them in FY04-05.
CORF funding of $125,000 was allocated to Vizcaya in FY04-05 for various facility improvements.
CORF funding of $125,000 in FY05-06 will be used for facility improvements including security upgrades.

B) CAPITAL BUDGET (Subfund 002) FOR THIS PROGRAM - REVENUES AND EXPENDITURES

	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
REVENUE BY MAJOR CATEGORY					
Carryover	720	852	232	355	0
Transfer from Operating	1,300	353	153	0	0
Capital Outlay Reserve Fund	0	0	125	125	125
TOTAL CAPITAL REVENUE	**2,020**	**1,205**	**510**	**480**	**125**
EXPENDITURES BY MAJOR CATEGORY					
GSA	232	0	15	0	0
Park & Recreation	32	74	0	15	0
Other	904	776	495	465	125
TOTAL CAPITAL EXPENDITURES	**1,168**	**850**	**510**	**480**	**125**
Cash Position					
REVENUES LESS EXPENDITURES	**852**	**355**	**0**	**0**	**0**

PROGRAM INFORMATION

Activity: Capital Projects
Index Codes: VZE450935801

Department: Vizcaya Museum and Gardens
Fund: 450-002

C) PERFORMANCE INFORMATION FOR THIS PROGRAM (AT BASE LEVEL)

Numbers refer to percent completion for each measure.	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission	RELATED OUTCOME	COMMENTS/ JUSTIFICATION
Complete main water line Replacement	0%	95%	100%	100%	NA	RC1-1	Mgr Priority 4, 9
Complete Restoration of Garage and Blacksmith Shop	75%	95%	100%	100%	NA	RC1-1, 1-3	Mgr Priority 4, 8,9
Complete Master Plan for Entire Vizcaya Estate	10%	30%	100%	100%	NA	RC1-1, 1-3, 1-4, 2-1, 3-1, 4-1	Mgr Priority 4, 8, 18
Upgrade Security Equipment	5%	15%	25%	25%	50%	RC1-1, 1-4	Mgr Priority 8, 9
Replace Broken Wheelchair Lift	0%	0%	100%	100%	NA	RC1-1, 1-4, 4-1	Mgr Priority 4, 8
Develop Life Safety Plan	0%	0%	20%	20%	80%	RC1-1, 1-4	Mgr Priority 9

E) FY 2005-06 PROPOSED ENHANCEMENTS FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

None

F) FY 2005-06 REDUCTIONS IF NECESSARY FOR THIS PROGRAM (IN PRIORITY ORDER) (FROM BASE)

None

DEPARTMENTAL ISSUES

Department: Vizcaya Museum and Gardens

OPERATING ISSUES

VIZCAYA MUST ADHERE TO AMERICAN ASSOCIATION OF MUSEUMS AND NATIONAL HISTORIC LANDMARK GUIDELINES

Vizcaya maintains its accreditation and core operations with minimal staffing; collections care and community engagement would be greatly enhanced with a small number of additional staff.
Under the leadership of the Vizcaya Museum and Gardens Trust, Vizcaya's recently hired professional staff to undertake an ambitious business plan focused on Delivering Excellence Every Day.

DURING THE 2005-06 BUDGET PROCESS IT WAS DETERMINED THAT VIZCAYA'S CARRYOVER INTO FY04-05 IS SIGNIFICANTLY LOWER THAN ANTICIPATED

County funding is requested to maintain current operations and avoid deficit condition.
To contain expenses all capital projects that could be delayed have been delayed.

COUNTY FUNDS ARE REQUESTED TO MEET SHORTFALL BETWEEN OPERATIONAL REVENUES AND EXPENSES AT CURRENT LEVELS IN FY05-06.

Vizcaya's expenses have exceeded revenues for several years, and the budget has been balanced through the use of carryover.
Carryover will be depleted during the current fiscal year, due to operational and capital expenses.
Historically, Vizcaya has relied very heavily on facility rentals for its earned income; this has its limitations as facility rentals damage the facility and prevent evening community-based programming.
Revenues include projection of $100,000 from Cultural Affairs Department's Major's Program.
Vizcayans support group is exceeding its contractual commitment to contribute $450,000 over 3 years in support of Vizcaya projects (only portion of funds pass through Vizcaya's accounts).

ADDITIONAL COUNTY FUNDS ARE REQUESTED IN FY05-06 TO HIRE CRITICALLY NEEDED STAFF TO CARE FOR VIZCAYA AND MAKE IT FULLY ACCESSIBLE TO THE PUBLIC

Priority 1: There is no staff to oversee GOB-funded capital projects and no staff to oversee care and upgrades of Vizcaya's extraordinary gardens.
Enhancement includes the request for 1 professional, with a specialization in historic preservation, to manage GOB-funded restoration and construction projects.
Enhancement includes the request for 1 Chief Gardener/Horticulturalist to oversee interpretation and maintenance of gardens.

Priority 2: One education professional is responsible for overseeing guiding program with 200 volunteers and daily tours, and for developing new school, family, and adult programs.
Enhancement includes the request for 3 education professionals to oversee 200 Volunteer Guides and develop new programs for school, family, and adult audiences.

Priority 3: One curatorial professional is responsible for 14 National Historic Landmark Buildings and 40,000 art and archival objects.
Enhancement includes request for 2 curatorial professionals and 1 Conservation/Restoration Specialist to care for and present objects.

Priority 4: Vizcaya's large parking lot is inadequately patrolled, and there is no patrol in the Science Museum lot; robberies have occurred in these locations in 04-05.
Enhancement includes request for 2 additional part-time security officers to patrol these two parking lots, both part of Vizcaya's property.

Priority 5: Rare collections are moved by custodial workers not trained in handling objects, during hurricane preparation and for events.
Enhancement includes request for 2 art handlers to assist with collections care, cataloguing, storage, exhibitions.

Priority 6: New fees are being created to allow use of Vizcaya's Garage; if use occurs additional maintenance and security overtime will be required.
Enhancement requests additional overtime in an amount not to exceed revenues from prospective rental of Vizcaya's historic Garage building.

These requests are based on the organizational structure approved by the Vizcaya Trust and County staff, and is an annualized restatement of the request made in FY04-05.
It is anticipated that substantial private funding will be available if Vizcaya's staff infrastructure grows as necessary.

CAPITAL

NUMEROUS CAPITAL PROJECTS ARE UNDERWAY WITH ADDITIONAL CORF FUNDS REQUESTED FOR FY05-06.

Various capital projects approved in Vizcaya's Subfund 002 for FY03-04 were not completed during FY03-04; the intent was to complete them in FY04-05.
CORF funding of $125,000 was allocated to Vizcaya in FY04-05 for various facility improvements.
CORF funding of $125,000 in FY05-06 will be used for facility improvements including security upgrades.

DEPARTMENTAL ISSUES

Department: Vizcaya Museum and Gardens

Following is a recap of Vizcaya's capital project budget/plans for Subfund 002 and CORF for 2004-05 and 2005-06:

	FY 2004-05 Projection	FY 2005-06 CORF Request
CAPITAL REVENUES		
Carryover	355	
Capital Outlay Reserve	125	125
TOTAL CAPITAL REVENUES	**480**	**125**
CAPITAL EXPENDITURES BY PROJECT		
Completion of main water line replacement	56	
Completion of Garage & Blacksmith Shop	65	
Master Plan (Lord/Heisenbottle)	251	
Replace Malfunctioning Wheelchair Lift	50	
Replace and Repair Broken Pilings in Bay	23	
Urgent Security Upgrades	25	50
Life Safety Plan	10	50
Other		25
TOTAL CAPITAL EXPENDITURES	**480**	**125**
CAPITAL SUBFUND BALANCE	**0**	**0**

Project	FY 2004-05 Budget	FY 2005-06 Requests	FY 2005-06 Recommendations
Facility Improvements Including Security System Upgrades	125	0	125
System Repairs At Vizcaya And Village	0	175	0
Ticket Booth Expansion	0	125	0

RESOURCE ALLOCATION MEETING: FORM 5

OPERATING UNMET OR DEFERRED NEEDS

Department: Vizcaya Museum and Gardens

Priority	Description of Need	Related Outcome(s)	Performance Impact (If the Need is funded)	Estimated Recurring Funding Required		Positions	Related Enhancement (if applicable)
1	Hire Construction Planning Supervisor to coordinate GOB-funded projects and hire Chief Gardener/Horticulturalist to oversee care and improvement of Vizcaya's gardens. Estimated Funding Required includes salary, fringe and minor office equipment for 2 new positions.	RC1-1, 1-3, 1-4, 1-6, 2-1, 3-1, 4-1	Increase Vizcaya's ability to care for its facility and utilize available financial resources by 200% annually. Essential for GOB; Mgr's Priorities 1, 4, 8.	Initial:	153	2	
				Recurring:	145		
2	Hire 3 new Education staff members to introduce new programs for students, teachers, families, and adults. Estimated Funding Required includes salary and fringe for 3 new positions.	RC1-3, 1-4, 1-5 3-1, 4-1	Numbers served 300% over base in first year. Community Demand for Programs; Mgr Priority 8.	Initial:	192	3	
				Recurring:	192		
3	Hire 1 new Curator and 1 Conservation/Restoration Specialist for 2000-year-old objects and 14 National Historic Landmark Buildings. Estimated Funding Required includes salary and fringe for 2 new positions.	RC1-1, 1-3, 1-4, 4-1	Increase public exhibitions from 0 to 2 per year, increase interpretive projects from 1 to 3 each year, improve maintenance of irreplaceable resources. Mgr Priority 4, 8.	Initial:	123	2	
				Recurring:	128		
4	Add 2 more part-time Security Officers 1 to patrol Vizcaya and Miami Museum of Science parking lots to diminish danger to visitors, following robberies in 04-05.	RC1-1	Increase parking lot patrol of Science Museum from 0 to 1 and of Vizcaya from 1 to 2.	Initial:	60	2 PT	
				Recurring:	60		
5	Hire 2 Art and Archives Handlers to ensure proper care of objects when they are being moved during hurricane preparation, restoration, construction. Estimated Funding Required includes salary, fringe and minor curatorial supplies for the 2 new positions.	RC1-1, 1-4, 3-1	Increase numbers of objects/images catalogued, available online, and moved to improved storage locations by 200% annually. Rare objects now handled by custodial workers contrary to professional. standards; Mgr Priority 4, 14.	Initial:	82	2	
				Recurring:	82		

RESOURCE ALLOCATION MEETING: FORM 5

OPERATING UNMET OR DEFERRED NEEDS

Department: Vizcaya Museum and Gardens

Priority	Description of Need	Related Outcome(s)	Performance Impact (If the Need is funded)	Estimated Recurring Funding Required		Positions	Related Enhancement (if applicable)
6	Increase Overtime Allocation by $14,600 to allow Vizcaya to provide Security and Maintenance staff to manage Garage facility rentals should these be requested by outside parties. Additional expenses will be covered by additional revenues.	RC1-1, 1-3, 1-4, 1-6		Initial:	0	0	
				Recurring:	0		
7	Hire Division Director for Facilities	RC1-1	Better care of Vizcaya's complex facilities with oversight of maintenance and security departments	Initial:	124	1	
				Recurring:	120		
8	Hire additional maintenance workers (including painters and gardeners) and security personnel to care for and protect Vizcaya to professional standards	RC1-1	Better maintenance of Vizcaya's facility and better protection of guests and irreplaceable art collections	Initial:	420	10	
				Recurring:	400		
9	Hire Visitor Services Staff to work at ticket booth and welcome guests and focus on variety of guest accommodations and positive experience.	RC1-1, 1-4	Professionals trained in visitor services would greet guests, answer their questions, sell tickets and distribute audio tours, serve as visitor advocate in facility.	Initial:	147	3	
				Recurring:	135		
10	Hire additional administrative staff including Archivist, Receptionist, Web Manager, Administrative Assistants for Collections, Learning, Advancement areas.	RC1-1, 1-3, 1-4, 1-6	Administrative staffing at Vizcaya is grossly inadequate to manage relationships with Trust, County, Vizcayans, Guides, Guests, and other Stakeholders	Initial:	294	6	
				Recurring:	270		
				Initial:	1,595	29 FT/ 2 PT	
				Recurring:	1,532		

Recurring funding does not include merit and COLA increases.

RESOURCE ALLOCATION MEETING: FORM 6

PERSONNEL RECONCILIATION

full-time positions only

Department: Vizcaya Museum and Gardens

Event	*Changes*	Date	Count +/-
FY 2004-05 Final Adopted Budget		October 1, 2004	**40**
Overages, Reclasses, Changes, etc.			
	Overage approved in June 2004- Park Attendant (Part-time to Full-time)		+1
	Overage approved in June 2004- Custodial Worker (Part-time to Full-time)		+1
FY 2005-06 Budget Submission			**42**
Enhancements, Reductions, Budget Changes, etc.	Construction Planning Supervisor	October 1, 2005	*+1*
	Chief Gardener/Horticulturalist	October 1, 2005	*+1*
	Volunteer Guides Program Manager	October 1, 2005	*+1*
	School, Youth, & Family Programs Manager	October 1, 2005	*+1*
	Adult and University Programs Manager	October 1, 2005	*+1*
	Curator of Objects	October 1, 2005	*+1*
	Conservation and Restoration Specialist	October 1, 2005	*+1*
	Art and Archives Handler	October 1, 2005	*+2*
FY 2005-06 Proposed Budget			**51**

RESOURCE ALLOCATION MEETING: FORM 7

GRANT FUNDING SUMMARY

from County and Non-County Sources

Department: Vizcaya Museum and Gardens

Funding Source	Name of Grant	Description of the Grant (including allowable uses and restrictions)	Start Date	End Date	FY 2004-05 Budget	FY 2004-05 Required Match	FY 2005-06 Proposed	FY 2005-06 Required Match
MDCC Cultural Affairs Department	Capital Development Grant	Capital Improvements	10/1/2004	9/30/2005	25,000	25,000	0	0
MDCC Cultural Affairs Department	Tourist Development Council Grant	Promotional/Programmatic	10/1/2004	9/30/2006	15,000	50,000	15,000	50,000
MDCC Cultural Affairs Department	Majors Program	Program Support	10/1/2005	9/30/2006	0	0	100,000	0
State of Florida	Cultural Support Grants Program, General Program Support	Operating Support	7/1/2006	9/30/2006	0	0	25,000	0
Misc. Private Foundations	N/A	Programmatic/Operating Support	3/1/2005	9/30/2006	50,000	0	50,000	0
Total					**90,000**	**75,000**	**190,000**	**50,000**

RESOURCE ALLOCATION MEETING: FORM 8

PROPOSED NEW OR INCREASED FEES

Department: Vizcaya Museum and Gardens

Service Activity/Fee Description (including unit charged against)	Prior Year Fee	Current Year Fee	Proposed New Fee	Revenue				Justification (including the date last increased)
				FY 2003-04	FY 2004-05	Next Year with Current Fee FY 2005-06	Next Year with Proposed Fee FY 2005-06	
Reduced Admission to Visitors Using Wheelchairs	12.00	12.00	9.00	4,368	4,368	4,368	3,276	
Main House Facility Rental Base Rate Fri., Sat., Sun.	7,500	7,500	10,000	454,000	512,000	512,000	520,000	Last increased FY03-04
Main House Facility Rental Base Rate Mon.-Thurs.	6,100	6,100	7,500	328,000	389,000	389,000	400,000	Last increased FY03-04
Main House Facility Rental Rate for Additional Guests over 125	12.00	12.00	15.00	135,000	149,000	149,000	142,500	
15% Summer Discount (July-Sept.) on Main House Facility Rental Base Rate Fri., Sat., Sun.	6,375	6,375	8,500	Included in Main House Base Rental Fee	Included in Main House Base Rental Fee	Included in Main House Base Rental Fee	Included in Main House Base Rental Fee	Information included in Main House Rental Fee totals above, as summer discount has been offered for many years.
15% Summer Discount (July-Sept.) on Main House Facility Rental Base Rate Mon.-Thurs.	5,185	5,185	6,375	Included in Main House Base Rental Fee	Included in Main House Base Rental Fee	Included in Main House Base Rental Fee	Included in Main House Base Rental Fee	Information included in Main House Rental Fee totals above, as summer discount has been offered for many years.
Commercial Still Photography	750	1,000	1,500	66,000	75,000	75,000	100,000	Last increased FY04-05
Commercial Filming Fee	1,650	2,500	5,000	14,850	15,000	15,000	20,000	Last increased FY04-05
Daily Rental of Parking Lot	0	0	500	0	0	0	1,000	Market demand for use of parking lot; enhance monitoring of parking lot use.
Village Garage Rental Fee, Private/for-Profit, Evening (6pm-10pm) or Full Day (Over 4 Hours Between 8am-5pm)	N/A	N/A	4,500	0	0	0	4,500	New facility available; must est. rates; market not yet established (relies on Enhancement Priority 6)
Village Garage Rental Fee, Private/for-Profit, Half Day (Any 4 Hours Between 8am-5pm)	N/A	N/A	3,000	0	0	0	3,000	New facility available; must est. rates; market not yet established (relies on Enhancement Priority 6)
Village Garage Rental Fee, Private/Non-Profit, Evening (6pm-10pm) or Full Day (Over 4 Hours Between 8am-5pm)	N/A	N/A	1,500	0	0	0	4,500	New facility available; must est. rates; market not yet established (relies on Enhancement Priority 6)
Village Garage Rental Fee, Private/Non-Profit, Half Day (Any 4 Hours Between 8am-5pm)	N/A	N/A	1,000	0	0	0	1,000	New facility available; must est. rates; market not yet established (relies on Enhancement Priority 6)

RESOURCE ALLOCATION MEETING: FORM 8

PROPOSED NEW OR INCREASED FEES

Department: Vizcaya Museum and Gardens

Service Activity/Fee Description (including unit charged against)	Prior Year Fee	Current Year Fee	Proposed New Fee	Revenue				Justification (including the date last increased)
				FY 2003-04	FY 2004-05	Next Year with Current Fee FY 2005-06	Next Year with Proposed Fee FY 2005-06	
Village Garage Rental Fee, County Department, Evening (6pm-10pm) or Full Day (Over 4 Hours Between 8am-5pm)	N/A	N/A	1,000	0	0	0	1,000	New facility available; must est. rates; market not yet established (relies on Enhancement Priority 6)
Village Garage Rental Fee, County Department, Half Day (Any 4 Hours Between 8am-5pm)	N/A	N/A	600	0	0	0	600	New facility available; must est. rates; market not yet established (relies on Enhancement Priority 6)

RESOURCE ALLOCATION MEETING: FORM 9

PAYMENTS TO AND FROM OTHER DEPARTMENTS

Department: Vizcaya Museum and Gardens

(all dollars in thousands)

PAYMENTS TO BE MADE TO OTHER DEPARTMENTS

Department (to)	Reason and Source	Confirmed?	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
Communications	MDTV	Yes	0	10	10	10	10
General Fund	Administrative Reimbursement	Yes	80	102	113	113	126
		Total Transfers to other Departments	0	112	123	123	136

PAYMENTS TO BE MADE FROM OTHER DEPARTMENTS

Department (from)	Reason and Source	Confirmed?	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2004-05 Projection	FY 2005-06 Base Budget Submission
		Total Transfers from other Departments	0	0	0	0	0

may include capital funds as well

RESOURCE ALLOCATION MEETING: FORM 10

SELECTED LINE ITEM HIGHLIGHTS

Department: Vizcaya Museum and Gardens

(all dollars in thousands)

Line Item Highlight	Subobject(s)	FY 2002-03 Actual	FY 2003-04 Actual	FY 2004-05 Budget	FY 2005-06 Base Submission
Travel	31210, 31220	14	16	16	20
Temporary Labor	21513	1	0	0	0
Rent	25510	1	1	4	4
Electrical Service	22010	103	109	112	120
Extermination Services	22340	1	1	1	3
Software	24570	0	0	0	2
Data Processing Services	26110	14	41	38	40
Food	49220	10	15	11	3
Major Machinery	95030	3	25	15	10